



# CITY OF SWEET HOME CITY COUNCIL AGENDA - \*REVISED

March 28, 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 971-203-2871, and enter the meeting ID: 321 716 901#

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) [Request for Council Action – Appointment to Boards and Committees](#)
- a) Approval of Minutes:
  - i) [2023-03-14 City Council Executive Session Minutes](#)
  - ii) [2023-03-14 City Council Minutes](#)
  - iii) [2023-03-18 City Council Training Minutes](#)

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

### V. Old Business:

### VI. New Business:

- a) [Request for Council Action - 2023 Music and Brews PA Permit Application](#)
- b) [\\*Resolution No. 4 - Sankey Park Phase III Grant](#)
- c) [\\*Proclamation - Child Abuse Awareness Month](#)

### 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)

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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.*

- i) [Ordinance No. 8 for 2023 – Ordinance No. 1314 - Sweet Home Ordinance Establishing the Public and Traffic Safety Committee.](#)

**VIII. Reports of Committees:**

- Ad Hoc Committee on Health
- Ad Hoc Committee on Arts and Culture
- 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 (2nd meeting of the Month)**

- Finance Director
- Police Chief
- i) [Department Report - February 2023](#)
- City Attorney

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

**XII Adjournment**



# REQUEST FOR COUNCIL ACTION

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**Title:** Request for Council Action – Appointment to Boards and Committees

**Preferred Agenda:** March 28, 2023

**Submitted By:** Julie Fisher, Administrative Services Manager

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

**Type of Action:** Resolution \_\_\_\_ Motion x Roll Call \_\_\_\_ Other \_\_\_\_

**Relevant Code/Policy:** SHMC Chapter 2.10 City Committees

**Towards Council Goal:** Vision Statement II. WE ASPIRE to have an effective and efficient local government

**Attachments:** Applications for Boards and Committees

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**Purpose of this RCA:**

Appointment to the Planning Commission, Budget Committee and Park and Tree Committee

**Background/Context:**

There are two vacancies on the Park and Tree Committee, one vacancy on the Planning Commission and four vacancies on the Budget Committee. The Administration, Finance and Property Committee interviewed candidates for all committees on March 24<sup>th</sup>. The Committee recommended to appoint Josh Marvin and Matthew Bechtel to the Park and Tree Committee, and Nancy White to the Planning Commission, and Diane Gerson, Josh Marvin, Nancy White and Matthew Bechtel to the Budget Committee(option #4 Below).

**The Challenge/Problem:**

Vacancies on Boards and Committees

**Stakeholders:**

- City of Sweet Home Staff – Staff benefits by having full committees that provide direction and recommendations that are consistent with law.
- City of Sweet Home Management - Management is more effective and efficient with clear, updated, best practices for policy as recommended by committees.
- Sweet Home Residents – Residents and taxpayers essentially pay the price when policies lead to inefficient operations or practices.

**Issues and Financial Impacts:**

None known

**Elements of a Stable Solution:**

Appoint committee members to vacancies who are willing to serve a full term and available for scheduled meetings of the committee.

**Options:**

1. Option #1 – Do Nothing
2. Option #2 – Seek additional applicants
3. Option #3 – Make a motion to appoint Josh Marvin to the Park and Tree Committee, and Matthew Bechtel to the Planning Commission, and Diane Gerson, Josh Marvin, Nancy White and Matthew Bechtel to the Budget Committee.
4. Option #4 - Make a motion to appoint Josh Marvin and Matthew Bechtel to the Park and Tree Committee, and Nancy White to the Planning Commission, and Diane Gerson, Josh Marvin, Nancy White and Matthew Bechtel to the Budget Committee.

**Recommendation:**

Staff recommends Option #4 - Make a motion to appoint Josh Marvin and Matthew Bechtel to the Park and Tree Committee, and Nancy White to the Planning Commission, and Diane Gerson, Josh Marvin, Nancy White and Matthew Bechtel to the Budget Committee.



**CITY MANAGER'S OFFICE**

3225 Main Street  
Sweet Home, OR 97386  
541-367-8969 541-367-1215 FAX  
[Jfisher@sweethomeor.gov](mailto:Jfisher@sweethomeor.gov)

**BOARD/COMMITTEE/COMMISSION APPLICATION**

**Applicant Information (Please type/print clearly):**

Name: Nancy White

Permanent Address: [Redacted]

Mailing Address: [Redacted]

Contact Phone Number: [Redacted]

E-Mail Address: [Redacted]

Preferred method of contact:  Mail  Phone  Email

Occupation: retired Employer: \_\_\_\_\_

Please mark the Board, Commission or Committee in which you are interested in serving:

Budget Committee       Planning Commission       Library Board

Board of Appeals       Park and Tree Committee

Charter Review Committee       All Hazard Mitigation Committee

Are you applying for reappointment?  Yes  No

If yes, how long have you served in this capacity: \_\_\_\_\_ Year(s) \_\_\_\_\_ Month(s)

- How long have you lived in the area: 15 Year(s) \_\_\_\_\_ Month(s)
- Please give a brief description of your experiences or training that you feel qualifies you for this particular position.  
I am an involved concerned citizen. I want to help improve our city
- List current involvement in other community groups and/or activities.  
none
- What special contribution do you feel you can make to the group/position you are applying for?  
I am dedicated and goal oriented. I care about our city!

**RESIDENCY:**

**The following applies for appointments that require residency and elector status:**

I, Nancy White, certify that I currently reside within the corporate limits of the City of Sweet Home and am an eligible elector as defined by ORS 246.012(5). I further acknowledge that should either my residency or my eligibility as an elector change I will notify the City of Sweet Home immediately.

**CRIMINAL HISTORY BACKGROUND CHECK (CCH):**

A Criminal History Check (CCH) may be performed as part of the City of Sweet Home appointment process for City Boards, Committees, and Commissions. I acknowledge that a refusal to allow the CCH to be performed, when required, will cause my application to no longer be considered.

**PUBLIC DISCLOSURE:**

The City sometimes receives requests for contact information for members serving on City boards, commissions and committees. As an appointed public body volunteer serving the City of Sweet Home, the information provided on this application is considered public record.

My signature acknowledges that the information I have provided on the application is true and complete to the best of my knowledge and I understand that a CCH may be performed, when required, and that the information provided on this application is considered public record.

Nancy White  
Signature

March 3, 2023  
Date of Signature





CITY MANAGER'S OFFICE

3225 Main Street  
Sweet Home, OR 97386  
541-367-8969 541-367-1215 FAX  
[jfisher@sweethomeor.gov](mailto:jfisher@sweethomeor.gov)

**BOARD/COMMITTEE/COMMISSION APPLICATION**

**Applicant Information (Please type/print clearly):**

Name: Matthew Bechtel Sr.  
Permanent Address: [REDACTED] OR 97386  
Mailing Address: [REDACTED]  
Contact Phone: [REDACTED]  
E-Mail Address: [REDACTED]  
Preferred method of contact:  Mail  Phone  Email  
Occupation: Disabled Military Employer: NA

Please mark the Board, Commission or Committee in which you are interested in serving:

Budget Committee       Planning Commission       Library Board  
 Board of Appeals       Park and Tree Committee  
 Charter Review Committee       All Hazard Mitigation Committee

Are you applying for reappointment?  Yes  No

If yes, how long have you served in this capacity: \_\_\_\_\_ Year(s) \_\_\_\_\_ Month(s)

1. How long have you lived in the area: 2 Year(s) 3 Month(s)
2. Please give a brief description of your experiences or training that you feel qualifies you for this particular position.  
My military occupation was an intelligence analyst. While in this role, I gained real-world experience to assess a battlefield, which included the transportation of logistics and other resources.
3. List current involvement in other community groups and/or activities.  
I am the advisor to Shoppe of Wonders. We provide a gathering space for artists, performers, and students. We recently became friends with SHOCASE. Planning a litter clean up for the youth soon!
4. What special contribution do you feel you can make to the group/position you are applying for?  
Living within Sweet Home's city limits & running a business downtown, I am aware of the city's challenges. I believe getting the youth involved will have long-term positive impacts for years to come.

**RESIDENCY:**

**The following applies for appointments that require residency and elector status:**

I, Matthew Bechtel, certify that I currently reside within the corporate limits of the City of Sweet Home and am an eligible elector as defined by ORS 246.012(5). I further acknowledge that should either my residency or my eligibility as an elector change I will notify the City of Sweet Home immediately.

**CRIMINAL HISTORY BACKGROUND CHECK (CCH):**

A Criminal History Check (CCH) may be performed as part of the City of Sweet Home appointment process for City Boards, Committees, and Commissions. I acknowledge that a refusal to allow the CCH to be performed, when required, will cause my application to no longer be considered.

**PUBLIC DISCLOSURE:**

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My signature acknowledges that the information I have provided on the application is true and complete to the best of my knowledge and I understand that a CCH may be performed, when required, and that the information provided on this application is considered public record.

**Matthew Bechtel** Digitally signed by Matthew Bechtel  
Date: 2023.03.06 06:48:36 -08'00'

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Signature



CITY MANAGER'S OFFICE

1140 12<sup>th</sup> Avenue  
Sweet Home, OR 97386  
541-367-8969 541-367-5113 FAX  
jfisher@ci.sweet-home.or.us

**BOARD/COMMITTEE/COMMISSION APPLICATION**

Applicant Information (Please type/print clearly):

Name: DIANE E. GERSON

Permanent Address: [Redacted] Sweet Home OR 97386

Mailing Address: [Redacted]

Contact Phone: [Redacted]

E-Mail Address: [Redacted]

Preferred method of contact:  Mail  Phone  Email

Occupation: Retired

Employer: [Redacted]

Please mark the Board, Commission or Committee in which you are interested in serving:

- Budget Committee
- Planning Commission
- Library Board
- Traffic Safety Committee
- Parks Board
- Tree Commission
- Board of Appeals
- All Hazard Mitigation Committee

Are you applying for reappointment:  Yes  No

If yes, how long have you served in this capacity: [Redacted] Year(s) [Redacted] Month(s)

1. How long have you lived in the area: 8 Year(s) 4 Month(s)

2. Please give a brief description of your experiences or training that you feel qualifies you for this particular position.

I have served on the budget committee before and have been on council for 2 terms. Served on library board and chamber of commerce

3. List current involvement in other community groups and/or activities.  
Board of SHOCASE and art committee chair  
Bridge group at Senior Center

4. What special contribution do you feel you can make to the group/position you are applying for?  
The budget is the most important document the

Council and committee develop as it sets the tone for making decisions and achieving goals. I have extensive experience working with budgets at the city level, with non-profits and in my prior work life.

**RESIDENCY:**

The following applies for appointments that require residency and elector status:

I, Dorian E. Herson, certify that I currently reside within the corporate limits of the City of Sweet Home and am an eligible elector as defined by ORS 246.012(5). I further acknowledge that should either my residency or my eligibility as an elector change I will notify the City of Sweet Home immediately.

**CRIMINAL HISTORY BACKGROUND CHECK (CCH):**

A Criminal History Check (CCH) may be performed as part of the City of Sweet Home appointment process for City Boards, Committees, and Commissions. I acknowledge that a refusal to allow the CCH to be performed, when required, will cause my application to no longer be considered.

**PUBLIC DISCLOSURE:**

The City sometimes receives requests for contact information for members serving on City boards, commissions and committees. As an appointed public body volunteer serving the City of Sweet Home, the information provided on this application is considered public record.

My signature acknowledges that the information I have provided on the application is true and complete to the best of my knowledge and I understand that a CCH may be performed, when required, and that the information provided on this application is considered public record.

Dorian E. Herson  
Signature

11/05/2023  
Date of Signature



CITY MANAGER'S OFFICE

3225 Main Street  
Sweet Home, OR 97386  
541-367-8969 • 541-367-1215 FAX  
[Jfisher@sweethomeor.gov](mailto:Jfisher@sweethomeor.gov)

**BOARD/COMMITTEE/COMMISSION APPLICATION**

**Applicant Information (Please type/print clearly):**

Name: Joshua D. Marvin  
Permanent Address: [REDACTED] Sweet Home, OR 97386  
Mailing Address: [REDACTED]  
Contact Phone Number: [REDACTED]  
E-Mail Address: Josmarv@paradisefire.com  
Preferred method of contact:  Mail  Phone  Email

Occupation: FF/Paramedic Employer: Sweet Home Fire & Ambulance District

Please mark the Board, Commission or Committee in which you are interested in serving:

<input type="checkbox"/> Budget Committee	<input checked="" type="checkbox"/> Planning Commission	<input type="checkbox"/> Library Board
<input type="checkbox"/> Board of Appeals	<input type="checkbox"/> Park and Tree Committee	
<input type="checkbox"/> Charter Review Committee	<input type="checkbox"/> All Hazard Mitigation Committee	

Are you applying for reappointment  Yes  No

If yes, how long have you served in this capacity: \_\_\_\_\_ Year(s) \_\_\_\_\_ Month(s)

1. How long have you lived in the area: 35 Year(s) \_\_\_\_\_ Month(s)
2. Please give a brief description of your experiences or training that you feel qualifies you for this particular position. I have been employed by Sweet Home Fire, Linn County Sheriff's Office, Linn County Road Department, & the City of Sweet Home Public Works. I'm a few classes short of having my bachelor's degree in Fire Service Administration.
3. List current involvement in other community groups and/or activities. I have been a Boy's & Girls club sports coach, a high school coach, and an active member of the Sweet Home Volunteer Firefighters Association. As a member, Vice President, & President of the association.
4. What special contribution do you feel you can make to the group/position you are applying for? I will be an active member & advocate for the City of Sweet Home. This is my home and I want good things to happen for this community. I will hold the City's best interest in mind.

**RESIDENCY:**

**The following applies for appointments that require residency and elector status:**

I, Joshua Marvin, certify that I currently reside within the corporate limits of the City of Sweet Home and am an eligible elector as defined by ORS 246.012(5). I further acknowledge that should either my residency or my eligibility as an elector change I will notify the City of Sweet Home immediately.

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\_\_\_\_\_  
Signature

12-05-22  
\_\_\_\_\_  
Date of Signature



# CITY OF SWEET HOME CITY COUNCIL EXECUTIVE SESSION MINUTES

March 14, 2023, 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.

**Please sign in if you wish to speak as Executive Sessions are not open to the public.**

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## Roll Call

### PRESENT

Mayor Susan Coleman  
Councilor Dave Trask  
Councilor Lisa Gourley  
Councilor Angelita Sanchez  
Councilor Dylan Richards  
Councilor Josh Thorstad

### ABSENT

President Pro Tem Greg Mahler

### STAFF

City Manager Kelcey Young

Mayor Coleman read the Executive Session announcement.

The Sweet Home City Council will now meet in Executive Session to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing, in this case, the City Manager.

The executive session is held pursuant to ORS192.660(2)(i)

Representatives of the news media and designated staff shall be allowed to attend the Executive Session. All other members of the audience are asked to remain outside the room during the Executive Session. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced.

No final action or final decision may be made in executive session.

No final decisions were made during the Executive Session.

## Adjournment

The meeting adjourned at 6:20 PM.

ATTEST:

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Mayor

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City Manager – Ex Officio City Recorder



# CITY OF SWEET HOME CITY COUNCIL MINUTES

March 14, 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 1-971-203-2871, choose option #1 and enter the Meeting ID: 473 954 605#

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.

## Call to Order and Pledge of Allegiance

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

## Roll Call

### PRESENT

Mayor Susan Coleman  
Councilor Dave Trask  
Councilor Lisa Gourley  
Councilor Angelita Sanchez  
Councilor Dylan Richards  
Councilor Josh Thorstad

### ABSENT

President Pro Tem Greg Mahler

### STAFF

City Manager Kelcey Young  
Communications Manager Adam Leisinger  
Community and Economic Development Director Blair Larsen  
Administrative Services Manager Julie Fisher  
City Attorney Robert Snyder  
Library Services Director Megan Dazey  
Public Works Director Greg Springman  
Police Chief Jason Ogden

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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.*

Motion made to approve the absence of President Pro Tem Mahler by Councilor Trask, Seconded by Councilor Richards.

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

**Consent Agenda:**

Motion to approve the Consent Agenda made by Councilor Richards, Seconded by Councilor Thorstad.

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

- a) \*Request for Council Action - Mahler WRF Dewatering Equipment contingency budget

Approval of Minutes:

- a) 2023-02-28 City Council Minutes
- b) 2023-03-01 City Council Meeting - SP
- c) 2023-03-01 City Council Training Minutes

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

- a) Water Quality and Operator Award Presentation

City Manager Kelcey Young presented Operators Chris Patton the Wastewater Operator of the Year Award and Jaegar Howatt Water Operator of the Year Awards.

The City of Sweet Home also received the Best Tasting Surface Water in Oregon Award and The Best Tasting Overall Water in Oregon Award from the Oregon Association of Water Utility (OAWU).

- b) Sweet Home Police Swearing In - Sergeant Geoff Hamlin

City Manager Kelcey Young swore in Office Geoff Hamlin as Sergeant. Sergeant Hamlin's children completed the pinning ceremony on Sergeant Hamlin.

**Old Business:**

None

**New Business:**

- a) Parks System Master Plan Contract

Community and Economic Development Director presented the Parks System Master Plan Contract with Cameron McCarthy Landscape following the RFP completed in February 2023.

Motion made to approve the contract with Cameron McCarthy Landscape for a Parks System Master Plan by Councilor Richards, Seconded by Councilor Trask.

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

- b) Request for Council Action - Mahler WRF Interim Improvement Project Contract Award

Public Works Director Springman announced construction began this week and photos were submitted on the project.

An RFP closed on March 2nd and two bids were received. Bodie Construction submitted the low bid. Bodie Construction will perform all mechanical and electrical for the belt press.

Public Works Director Springman stated this is part of the \$7M state earmark funds and expected to be completed by June 30, 2023.

Councilor Sanchez stated a Conflict of Interest and recused herself from the vote.

Motion made to authorize the Interim Improvement Project Contract with Bodie Construction for the Mahler WRF Improvement plans by Councilor Richards, Seconded by Councilor Gourley.

Voting Yea: Mayor Coleman, Councilor Trask, Councilor Gourley, Councilor Richards, Councilor Thorstad

Voting Abstaining: Councilor Sanchez (Conflict of Interest)

c) Request for Council Action - Zone Map Amendment and Comprehensive Plan Map Amendment Applications for Signature

Community and Economic Development Director presented the request to authorize the City Manager to sign application for a zone change. A public zone was created during the in development code update. Currently all public properties are in different zones, mostly residential zones, this caused delays and extra complexity in projects. The public zone will simplify process. The School District and the Fire District may also include their properties in the new zone.

The decision today is just authorization of the signature on the application. The Land Use process will be followed thru the Planning Commission and their recommendation will be brought to City Council for approval.

Motion made to authorize the City Manager to sign the Zone Change Application by Councilor Gourley, Seconded by Councilor Trask.

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

## Ordinance Bills

Request for Council Action and First Reading of Ordinance Bills

None

Second Reading of Ordinance Bills

a) Request for Council Action – Ordinance No. 8 for 2023 – Sweet Home Ordinance Establishing the Public and Traffic Safety Committee.

Ordinance Bill No. 8 for 2023 was read by title only.

Motion to move Ordinance Bill No. 8 for 2023 to third and final reading made by Councilor Trask, Seconded by Councilor Richards.

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

Third Reading of Ordinance Bills (Roll Call Vote Required)

a) Ordinance No. 7 for 2023 - Ordinance No. 1313 - An Ordinance Adding to the Sweet Home Development Code Sweet Home Municipal Code Chapter 17.75 Mobile Food Units and Amending the Sweet Home Municipal Code §17.16.020, §17.18.020, §17.20.020, §17.25.020, and §17.26.020: Mobile Food Unit or Mobile Food Unit Pod, Subject to Chapter 17.75.

Ordinance Bill No. 7 for 2023 - was read by title only.

Motion made by Councilor Gourley, Seconded by Councilor Richards.

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

## **Reports of Committees:**

### **Citizen Advisory Committees:**

#### Ad Hoc Committee on Health

Councilor Gourley reported the Ad Hoc Committee on Health is moving forward with discussion on engagement.

#### Ad Hoc Committee on Arts and Culture

Councilor Gourley reported the next Ad Hoc Committee on Arts and Culture meeting will be 4 pm on Tuesday, March 21st at City Hall.

#### Park and Tree Committee

A flier was presented to announce an Arbor Day celebration on April 15th from 10am - 2pm at Northside Park.

- a) Arbor Day Celebration Flyer

### **Council subcommittees: None**

### **Council Reports: Non City Committees: None**

## **Reports of City Officials:**

### City Manager's Report

City Manager Kelcey Young announced and Administration, Finance, and Property Committee on March 23<sup>rd</sup> at 4pm.

Library Services Director Dazey was elected Vice Chair for the Public Library Board for Oregon Library Association and was congratulated by CM Young.

City Manager Young reported she is still working on funding request to Senator Wyden and Senator Merkley. The request would include projects such as the Library Community Services Building Complex, The Mahler Water Reclamation Plant, revitalization of old City Hall and formation of a downtown plaza, and support of small business. Community input will be sought moving forward when any funds are pledged.

A reminder of City Council training on Sat March 18th from 10am - 2pm was given.

City Manager Young gave a Chamber Banquet report.

Starting May 20<sup>th</sup>, the City is organizing a Saturday Market and community yard sales.

### Mayor's Report

Mayor Coleman announced she will be attending a "Talk Trash" event to discuss solid waste.

Mayor Coleman advised the Council to review emails settings to be sure they are receiving notices from City Manager Young.

Mayor Coleman reported on the Chamber Annual Awards Banquet and congratulated all of the well deserved award recipients.

City Manager and Mayor Coleman attended a Rural Development Initiative (RDI) event and encouraged any emerging leaders to get involved.

Mayor Coleman stated several Councilors have asked for information on the recent structure fires. Mayor Coleman will set up a meeting with the Fire District.

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

### Library Services Director

Library Services Director Megan Dazey reported on a grant received from OHSU School of Nursing. The grant would incentivize walking groups for up to two years. Walking groups increase awareness of community, increase relationships and companionship, and increase health. Fit bits and cash incentives to those who participate.

- a) Library Director's Report February 2023

Community and Economic Development Director

- a) Community and Economic Development Director's Report February 2023

Public Works Director

- a) Public Works Director's Monthly Report February 2023
- b) MWRF Monthly Report

City Attorney

No Report

**Council Business for Good of the Order**

**Adjournment**

The meeting adjourned at 7:08 PM.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder



# CITY OF SWEET HOME CITY COUNCIL MINUTES

March 18, 2023, 10:00 AM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

WIFI Passcode: guestwifi

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## Mission Statement

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## Call to Order

The meeting was called to order at 10am.

## Roll Call

### PRESENT

Mayor Susan Coleman  
President Pro Tem Greg Mahler  
Councilor Dave Trask  
Councilor Lisa Gourley  
Councilor Angelita Sanchez  
Councilor Dylan Richards (Left at Noon)  
Councilor Josh Thorstad City

### STAFF

City Manager Kelcey Young  
Administrative Service Manager Julie Fisher  
Public Works Director Greg Springman  
Police Chief Jason Ogden  
Communications Manager Adam Leisinger  
Library Services Director Megan Dazey  
Attorney Robert Snyder  
CED Director Blair Larsen

## New Business: Council Training

The Council received training on Council Rules, Public Meeting Laws, Council procedures, Roberts Rules of Order and Economic Development.

No official decisions were made during this meeting.

## Adjournment

The meeting adjourned at 3:25 pm.

ATTEST:

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Mayor

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City Manager – Ex Officio City Recorder

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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.*





# REQUEST FOR COUNCIL ACTION

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**Title:** Music and Brews Public Address System Application

**Preferred Agenda:** March 28th, 2023

**Submitted By:** Jason Ogden, Chief of Police

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

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

**Relevant Code/Policy:** SHMC 9.20.020 Unnecessary Noise

**Towards Council Goal:** Goal 4: Economic Strength

**Attachments:** Application – Public Address System

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## **Purpose of this RCA:**

On April 14<sup>th</sup>, 2023, and April 15<sup>th</sup>, 2023, the Oregon Jamboree has applied to host an outdoor event on private property at 1851 Tamarack Street, Sweet Home, Oregon. The event will include live music, food trucks, vendors, and alcohol service. As part of this outdoor event, Public Address (PA) permit has been requested.

## **Background/Context:**

The Oregon Jamboree is hosting a Music and Brews event in Sweet Home. The event is scheduled to be held on April 15<sup>th</sup> and April 16<sup>th</sup>, 2022. The event is to be held at the old mill site property near 18<sup>th</sup> Avenue and Tamarack Street.

The event will be open to the public and will only allow adults that are 21 years of age and older. They will be checking identification at the entrance of the event.

The alcohol service will be provided and managed by the Oregon Beverage Service (OBS). The OBS is the same company that operates the alcohol sales at the Oregon Jamboree event.

The live music portion of the event will begin at 5:00 p.m. on Friday, April 14<sup>th</sup>, and run through 11:00 p.m. On Saturday, April 15<sup>th</sup>. The live music is scheduled between 4:00 p.m. and 10:30 p.m. on those dates. The speakers for the live music will be facing towards the East.

The application for the PA permit indicates that the broadcasted sound will travel beyond 1000 feet which according to SHMC 9.20.020 will need to be approved by the City Council.

## **The Challenge/Problem:**

The challenge of the request for the PA Permit is associated with blending the interests of all the business, residents in that area, and the community in general.

The Oregon Jamboree is requesting the PA Permit for the outdoor event that runs for two days. The music will play until 11:00 p.m. on April 14<sup>th</sup> and until 10:30 p.m. on April 15<sup>th</sup>. The intent of the request is to promote economic interests within the community.

**Stakeholders:**

- City of Sweet Home Citizens – Citizens and businesses that live and operate within proximity to the event may have their level of livability affected by the sound amplification coming from the event. Other citizens and community members may benefit from the entertainment offered by the event.
- Oregon Jamboree – By allowing the requested times on the PA Permit, the event and business will be enhanced.
- City of Sweet Home Police Staff – The on-duty Supervisor needs a defined time so that they can ensure that the (if granted) amplification of music is complied with.
- City of Sweet Home City Council –SHMC 9.20.020 dictates that the Council may suspend the 1000-foot limitation and grant a sound amplifying permit.

**Issues and Financial Impacts:**

The city and the Police Department will not be impacted financially by the event. Any issues and potential financial impacts will be associated with the Oregon Jamboree, surrounding businesses, and the surrounding neighborhoods.

**Elements of a Stable Solution:**

The Sweet Home City Council should determine a fair and equitable solution associated with the PA Permit and its times. The needs of the business and the needs of the surrounding neighborhood must be considered.

**Options:**

1. Approve the requested PA Permit. This would allow for the Oregon Jamboree to play amplified music in the outdoor venue from 5:00 p.m. until 11:00 p.m. on Friday (04/14/23) and 4:00 p.m. until 10:30 p.m. on Saturday (04/15/23).
2. Deny the request. This would not allow for the amplification of music at the outdoor event.
3. Amend the requested PA Permit. The City Council can choose to amend the request by adjusting the times permitted on one or all days.

**Recommendation:**

Staff recommends option #1 – Approve the requested PA Permit which would allow for the Oregon Jamboree to play amplified music in the outdoor venue from 5:00 p.m. until 11:00 p.m. on Friday (04/14/23) and 4:00 p.m. until 10:30 p.m. on Saturday (04/15/23).



City of Sweet Home Police Department  
 1950 Main Street  
 Sweet Home, OR 97386  
 (541) 367-5181 Fax (541) 367-5235  
 Email: shpd@ci.sweet-home.or.us

**APPLICATION-PUBLIC ADDRESS SYSTEM**

Date of Application: 1/4/2023

Requestor's Name: Shamek, Robert  
 (Last) (First) (Middle)

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

Date of Birth: 8/13/1974 Phone: 541-730-0194 Email robert@oregonjamboree.com

Organization Name: Sweet Home Economic Development Group Inc

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

Organization Phone: 541-367-8800 Email info@oregonjamboree.com

Address of PA use: 1851 Tamarack, Sweet Home, OR 97386

Nature of Business or Event: Music and Brews Presented by the Oregon Jamboree

Date(s) and Time(s) of Message:	<u>4/14/2023</u>	<u>5:00pm</u>	to	<u>11:00pm</u>
	(Date)	(From)		(To)
	<u>4/15/2023</u>	<u>4:00pm</u>	to	<u>10:30pm</u>
	(Date)	(From)		(To)
	(Date)	(From)		(To)

Vehicle(s) to be used: Grey 2005 Land Rover 099 FZB OR  
 (Color) (Year) (Make) (License) (State)

Type of Sound Amplification Equipment to be used: Cascade Sound will be providing amplified sound equipment. For more specific information, please email us at info@oregonjamboree.com

Message type (music, announcer, etc): Music, Emcee

Will PA broadcast sound travel beyond 1000 feet? Yes (If yes, application must be processed and submitted to the City Council for approval and must therefore be submitted at least 20 days in advance.)

Approval Date: \_\_\_\_\_

By: \_\_\_\_\_  
 Chief of Police

SHPD Case #: 202300101





# REQUEST FOR COUNCIL ACTION

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**Title:** Oregon Parks and Recreation Department (OPRD) Local Government Grant  
Lower Sankey Park Phase III

**Preferred Agenda:** March 28, 2023

**Submitted By:** Angela Clegg, Associate Planner

**Reviewed By:** Blair Larsen, Community and Economic Development Director

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

**Relevant Code/Policy:** N/A

**Towards Council Goal:** Goal 3.2 Look for methods to improve community safety, Police, Community Design, etc.

**Attachments:** Proposed OPRD Grant Budget  
Proposed Site Plan

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**Purpose of this RCA:**

The purpose of this RCA is to provide background information for the City Council; so that the Council can make an informed decision on whether the City should apply for an Oregon Parks and Recreation Department Local Government Grant to improve Sankey Park.

**Background/Context:**

In 2016 the City of Sweet Home hired Community Service Center (CSC) associates from the University of Oregon to provide planning and technical assistance for a new vision at Sankey Park. CSC Associates and City Staff provided multiple opportunities for community engagement through surveys, face to face meetings, and meetings in the park where citizens could vote on what they wanted to see. Sankey Park has been an iconic public space for generations of Sweet Home residents. The Park's central location makes it readily accessible to members of the Sweet Home community and visitors of all demographics. In addition to typical city park amenities such as play equipment and restrooms, Sankey provides access to serene natural areas and wooded trails. The site plays host to many events each year from harvest festival and community movie nights to the annual Oregon Jamboree music festival.

In 2019 the City applied and was awarded a grant from the OPRD Local Government Grant program. Lower Sankey Park Phase II was completed in the fall of 2021 and included a new playground, plaza, concrete and asphalt paths, and lighting. Due to the timing of the grant cycle, the City chose to move forward with Phase III in 2023.

The original bandstand was constructed by the Civilian Conservation Corp (CCC) in the 1930's. In 2019 the City hired an engineering firm to assess the damage to the bandstand to determine the safety and integrity of the structure. Besides the roof damage from the tree impact, they found several areas of dry rot, a cracked foundation, nearby tree roots may have moved the

foundation, the gutters and downspouts for the entire structure were compromised, and the footings had shifted over time. Due to the age of the structure and construction type, portions of the bandstand did not meet current building code. The main horizontal structural beams were extremely inadequate, the round floor beams were inadequate, and the footings were significantly undersized. Based on the engineering assessment, the City chose to remove the structure for the health and safety of the park visitors. The bandstand was an important gathering place for the local community for over 90 years. Since the removal of the structure in 2021, the community and the City Council have expressed the importance of replacing the bandstand to provide an accessible space for future private gatherings and community events.

Historically there was a network of dirt trails connecting upper and lower Sankey Park, and due to the lack of staff funding for park maintenance the trails became overgrown and inaccessible. One wide trail remains between the upper and lower sections of the park; however, it is steep and becomes muddy and slick in wet weather, making it a safety hazard. The City now has dedicated funding and a department devoted to park maintenance that includes a full time crew lead, full time staff, and seasonal staff.

The proposed project will include a new accessible bandstand (community event center), a soft surface trail network connecting upper and lower Sankey Park and Ames Creek, a hard surfaced accessible trail network with landings that can function as amphitheater seating during events, a sidewalk on the east side of 14<sup>th</sup> Avenue connecting the lower Sankey Park and upper Sankey Park parking lots, benches, lighting, and security cameras.

### **The Challenge/Problem:**

Should the City Council submit a grant application for \$295,993.30? The City would need to match 40%, \$118,397.32, which can include a mix of cash and in-kind services. (See Issues and Financial Impacts for a more detailed finding breakdown).

### **Stakeholders:**

The proposed grant would assist the City with the ability to complete projects at Sankey Park and therefore fulfill the goal of providing a vibrant community space for all Sweet Home residents and visitors.

- **City of Sweet Home:** Having better more vibrant parks increases positive use, lowers crime, and increases the property values of homes near the park.
- **Surrounding Residences:** Studies show that there is an increase in property values with homes near and abutting parks. Increased positive use in the parks can result in lower crime rates in surrounding neighborhoods and a more positive, family-friendly environment,
- **Outer Residences:** Improved parks create family friendly gathering areas that include safe park amenities mixed with open natural areas for families to explore.
- **Businesses:** Increased amenities within the community show vibrancy and will bring in more visitors.
- **Visitors:** Visitors see a vibrant and inviting community that makes them want to visit time and time again, and potentially choose Sweet Home as a place to live.

### **Issues and Financial Impacts:**

- Project Amount: \$295,993.30
- Grant Amount: \$177,595.98
- 40% Match Requirement: \$118,397.32, potentially coming from the following sources:
  - Current Fiscal Year City Parks Projects/Improvements Budget (General Fund): \$120,000
  - Next Fiscal Year Parks System Development Charges (SDC): \$98,000
  - Donations/In-Kind Contributions: The Park & Tree Committee is working on a donor campaign to help fund this project.

The grant amount is comparable to other projects similar in scope and awarded through the Oregon Parks and Recreation Department.

If approved the Park and Tree Committee have formed a plan to solicit the Sweet Home community for donations, thus fulfilling our goal of increased community involvement.

**Elements of a Stable Solution:**

To secure funding to complete the lower Sankey Park upgrades identified by the community and City staff.

**Options:**

1. Do Nothing. Direct staff not to submit any application to the Oregon Parks and Recreation Department this year. The next opportunity for this source of funding will be in 2025.
2. Direct staff to submit the proposed Parks and Recreation Department Local Government Grant as presented.
3. Direct staff to submit the proposed Parks and Recreation Local Government Grant with recommended City Council changes (specify).
4. Other. Specify other actions for Staff to take.

If the City Council approves the proposed grant, staff will prepare and submit the grant application. The grant submission deadline is April 1, 2023.

**Recommendation:**

Staff and the Park and Tree Committee recommend option 2: Direct staff to submit the proposed Parks and Recreation Department Local Government Grant as presented. This grant application would be submitted by April 1, 2023, reviewed in June 2023. Awards will be announced in September 2023, and if awarded projects could start late fall 2023.

RESOLUTION NO. 4 FOR 2023

A RESOLUTION AUTHORIZING THE CITY OF SWEET HOME TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR THE DEVELOPMENT AND REHABILITATION OF PARK AMENITIES AT SANKEY PARK AND DELEGATING AUTHORITY TO THE ASSOCIATE PLANNER TO SIGN THE APPLICATION

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Sweet Home desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements; and

WHEREAS, Park and Tree Committee, City Council, Community, and Staff have Identified improvements at Sankey Park as a high priority need In Sweet Home, Oregon; and

WHEREAS, the project will construct a new accessible bandstand (community event center), a 720 foot (approximately) soft surface trail network connecting upper and lower Sankey Park and Ames Creek, an 855 foot (approximately) hard surfaced accessible trail network with landings that can function as amphitheater seating during events, a 340 (approximately) foot sidewalk on the east side of 14<sup>th</sup> Avenue connecting the lower Sankey Park and upper Sankey Park parking lots, benches, lighting, and security cameras.; and

WHEREAS, the City of Sweet Home has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

WHEREAS, the City of Sweet Home will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, ON A RECOMMENDATION FROM THE PARK AND TREE COMMITTEE, SUPPORTED BY THE COMMUNITY AND STAFF OF THE CITY OF SWEET HOME AS FOLLOWS: The City Council demonstrates its support for the submittal of a grant application to the Oregon Park and Recreation Department for development and rehabilitation of park amenities at Sankey Park and delegate authority to the Associate Planner to sign the application.

This Resolution shall be effective immediately upon its passage.

Passed by the City Council and APPROVED by the Mayor this \_\_\_\_ day March 2023.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager – Ex Officio City Recorder

## Lower Sankey Park Phase III Project Budget

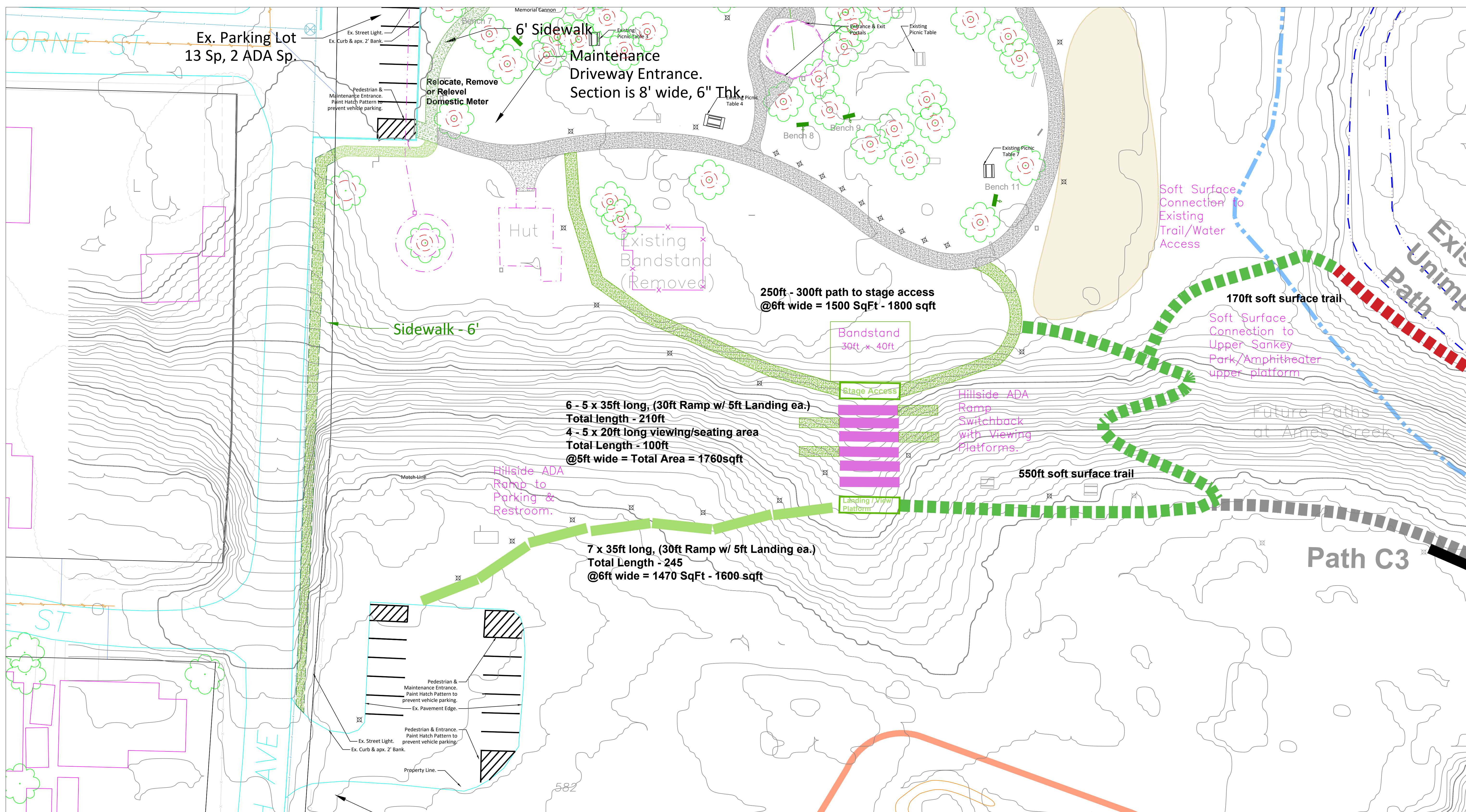
Expense Category	No. of Units	Unit Cost	Total Project Costs	Match Funds (City)	MatchFunds (Pledged)	Total Requested
<b>SALARIES, WAGES AND BENEFITS.</b> Refers to in-house staff/applicant employees for whom payroll taxes are paid.						
Angela Clegg, Associate Planner	200 hrs	\$ 45.83	\$ 9,166.00	\$ 9,166.00		\$ -
Ryan Wade, Engineering Tech II	85 hrs	\$ 52.58	\$ 4,469.30	\$ 4,469.30		\$ -
Public Works	280 hrs	\$ 53.85	\$ 15,078.00	\$ 15,078.00		\$ -
						\$ -
<b>SUBTOTAL (1)</b>			\$ 28,713.30	\$ 28,713.30	\$ -	\$ -
<b>CONTRACTED SERVICES.</b> Labor, supplies, materials, and travel to be provided by non-staff for project implementation.						
Banstand Installation			\$ 35,000.00			\$ 35,000.00
Electrical Contractor			\$ 10,000.00			\$ 10,000.00
Concrete Contractor			\$ 23,500.00			\$ 23,500.00
Engineering Consultant			\$ 4,680.00			\$ 4,680.00
<b>SUBTOTAL (2)</b>			\$ 73,180.00	\$ -	\$ -	\$ 73,180.00
<b>MATERIALS AND SUPPLIES.</b> Refers to items that are purchased or invoiced to the applicant, and are used up in the course of the project.						
Bandstand			\$ 124,500.00	\$ 2,500.00	\$ 41,000.00	\$ 81,000.00
855' Hard Surfaced Trails and Landings			\$ 22,000.00	\$ 6,000.00	\$ 10,000.00	\$ 6,000.00
340' Sidewalk			\$ 10,500.00	\$ 3,000.00		\$ 7,500.00
720' Soft Surfaced Trail Materials			\$ 3,000.00	\$ 2,000.00	\$ 200.00	\$ 800.00
Trail and Bandstand Lighting			\$ 12,100.00	\$ 5,500.00	\$ 3,000.00	\$ 3,600.00
Irrigation			\$ 4,000.00	\$ 4,000.00		\$ -
Security Cameras			\$ 10,000.00	\$ 1,000.00	\$ 2,000.00	\$ 7,000.00
Benches & Tables			\$ 8,000.00		\$ 8,000.00	\$ -
<b>SUBTOTAL (3)</b>			\$ 194,100.00	\$ 24,000.00	\$ 64,200.00	\$ 105,900.00
<b>PROJECT TOTALS</b>			\$ 295,993.30	\$ 52,713.30	\$ 64,200.00	\$ 179,080.00

**PROJECT COST \$ 295,993.30**

**Required 40% Match \$ 118,397.32**  
 Match Funds Collected \$ 52,713.30

**Minimum Donations Needed: \$65,684.02**

**Requested Grant Funds \$ 177,595.98**



**Construction Elements:**  
 ADA Hillside Access Ramps/Trails.  
 Bandstage with ADA Access and Seating.  
 City Sidewalk.  
 Security Cameras and Lighting

**Notes:**  
 Ground contours at 1ft elevation.

**Project Overview - Bandstand Options**  
 Horizontal Scale 1" = 50'



DWG No./Rev. 9:\eng\pww\xxxx.dwg	SCALE 1" = 50' FILE-DRW x-x	DATE 03-14-2018	SIZE D
XREFS: 9:\eng\pww\xxxx.dwg			
CITY OF SWEET HOME, Public Works Department Engineering Division, 1140 12th Avenue, T:541-367-6977 F:541-367-6440			
ISSUE / REV. XXXX	LINE IS 2 INCHES FULL SIZE (NOT TO SCALE ACCURATELY)		
<b>TITLE</b> Sankey Park Concept Plan Improvements: Sankey Bandstand. Draft - Tentative Layout New Bandstand - Draft			
Proposal Work, Layout, Building Demo, Size, Shape, Electrical.			
SHEET 12.3			



# Child Abuse Prevention Month Proclamation



Whereas, children are vital to our Oregon's future success, prosperity and quality of life as well as being our most vulnerable assets;

Whereas, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development;

Whereas, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community;

Whereas, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential;

Whereas, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community;

Therefore, I Susan Coleman, mayor, do hereby proclaim April as Child Abuse Prevention Month and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Proclaimed this 28th day of March 2023.

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Susan Coleman - Mayor

ATTEST:

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City Manager – Ex Officio City Recorder



# REQUEST FOR COUNCIL ACTION

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**Title:** Request for Council Action – Ordinance No. 8 for 2023 – Establishing a Traffic Safety Committee

**Preferred Agenda:** February 28, 2023

**Submitted By:** City Attorney Robert Snyder

**Reviewed By:** City Manager Kelcey Young

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

**Relevant Code/Policy:** MUTC – Manual on Uniform Traffic Control

**Towards Council Goal:** Improve community safety, Police, Community Design, etc.

**Attachments:** NA

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**Purpose of this RCA:**

To reestablish a Traffic Safety Committee for the City of Sweet Home.

**Background/Context:**

The City of Sweet Home wishes to reestablish a Traffic Safety Committee. The committee would be an advisory board to the City Council and would make recommendations regarding parking and traffic safety.

**The Challenge/Problem:**

How to reestablish a Traffic Safety Committee

**Stakeholders:**

- Staff– staff will be able to route traffic and safety concerns and suggestions to the Public and Traffic Safety Committee for their review and recommendations.
- Council – The Public and Traffic Safety Committee will be an advisory board that can make recommendations to the City Council as well as review items Council requests of the committee.
- Citizens – Citizens can have input on public and traffic safety by either attending committee meetings or joining the committee as board members.

**Issues and Financial Impacts:**

None Known

**Elements of a Stable Solution:**

To establish a Public and Traffic Safety Committee to work closely with the state’s Traffic Safety Committee and seek any assistance that would benefit Sweet Home. Also, the

Committee would review any request regarding public and traffic safety and make recommendations to the City Council.

**Options:**

1. Option #1 – Do Nothing. The Public and Traffic Safety Committee would not be established, and items of concern would be considered by the City Council and staff.
2. Option #2 – Direct staff to amend Ordinance Bill No. 8 for 2023 and bring back to Council for consideration.
3. Option #3 – Make a Motion to Move Ordinance Bill No. 8 for 2023 to first reading.

**Recommendation:**

1. Option #3 – Make a Motion to Move Ordinance Bill No. 8 for 2023 to first reading.

ORDINANCE BILL NO. 8 FOR 2023

ORDINANCE NO.1314

SWEET HOME ORDINANCE ESTABLISHING THE PUBLIC AND TRAFFIC SAFETY COMMITTEE

WHEREAS, The Sweet Home City Council desires to establish the Public And Traffic Safety Committee;

Now therefore,

The City of Sweet Home does ordain as follows:

Section 1. SHMC 2.10.010 is amended by adding thereto subsection B. to read as follows:

B. Public And Traffic Safety Committee

Section 2. SHMC 2.10.050 is amended by adding thereto subsection B. to read as follows:

B. Public and Traffic Safety Committee. The duties and powers of the Public And Traffic Safety Committee shall be as follows:

1. To work closely with the state's Traffic Safety Committee and seek whatever assistance as would benefit the city. The Committee shall engage in a traffic safety program within the city to ensure public traffic safety awareness.
2. To review all requests to establish or alter traffic controls and parking controls and all traffic safety problems coming to the attention of the Committee. The Committee shall be empowered to make recommendations to the City Council for corrective action.
3. To review all public safety matters that are referred to it by the City Council.

PASSED by the Council and approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager - Ex Officio City Recorder



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

	<u>2/28/2023</u>	<u>2/28/2022</u>	<u>% Change</u>
Call volume:	735	596	22.47%
Cad Calls:	1405	1101	31.48%
ONIBR Person Crimes:	20	12	12.50%
ONIBR Person Crimes Cleared:	16	7	18.18%
ONIBR Person Crimes Clearance Rate:	80%	58%	
ONIBR Property Crimes:	45	40	37.14%
ONIBR Property Crimes Cleared:	18	7	47.37%
ONIBR Property Crimes Clearance Rate:	40%	18%	

Person Crimes are defined as:

	<u>Feb-23</u>	<u>Feb-22</u>
Assault(All)	6	7
Child Neglect	0	0
Criminal Homicide	0	0
Elder Abuse	0	1
Forcible Rape	1	0
Harassment	6	1
Menacing	4	0
Other Person Crime	0	0
Other Sex Offense	2	2
Reckless Endanger	0	0
Violation Court Stalking Order	0	0
Violation Restraining Order	1	1
	<hr/> 20	<hr/> 12

Property Crimes are defined as:

	<u>Feb-23</u>	<u>Feb-22</u>
Arson	1	0
Burglary	1	3
Criminal Mischief	7	12
Forgery	2	1
Fraud	2	1
Motor Vehicle Theft	2	0
Other Property Crimes	1	0
Robbery	1	1
Theft	23	18
Unlawful Entry into Motor Vehicle	5	4
	<hr/> 45	<hr/> 40



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

## February

	<b>This Month</b>	<b>Last Month</b>	<b>Last Year</b>	<b>Year to Date</b>	<b>5 Year</b>
	02/28/23	01/31/22	02/28/22	02/28/23	
<b>Call Volume</b>	735	859	1262	1594	1357
<b>CAD Calls</b>	1405	1612	2327	3017	2709
<b>ONIBR Person Crimes</b>	20	18	28	38	29
<b>ONIBR Person Crimes Cleared</b>	16	13	18	29	21
<b>ONIBR Property Crimes</b>	45	70	84	115	79
<b>ONIBR Property Crimes Cleared</b>	18	19	17	37	24

### Trends:

The big thing to note for February is that our property crimes are down considerably. Additionally, we had a clearance rate of 40% for our property crimes. This is a rather high clearance rate for property crimes. We typically see a clearance rate around 20%.

We have officers doing foot patrol in the downtown areas during the night shift. This could help curb some criminal activity in the downtown area.

Captain Cummings has started background investigations for the remaining positions.