



CITY OF SWEET HOME CITY COUNCIL AGENDA

May 14, 2024, 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 of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, visit <http://live.sweethomeor.gov>. If you do not have access to the internet, you can call in to 541-367-5128, choose option #1, and enter the meeting ID to be logged in to the call. Meeting ID: 276 473 769 028

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon Public Meeting Law, and have been approved by the Mayor and Chairperson of the meeting.

I. Call to Order & Pledge of Allegiance

II. Roll Call

III. Consent Agenda

- a) [Request for Council Action - Authorization to Sign Property Line Adjustment Application PLA 24-02](#)
- a) Approval of Minutes:
 - i) [2024-04-22 City Council Executive Session Minutes](#)
 - ii) [2024-04-23 City Council Meeting Minutes](#)

IV. Recognition of Visitors & Hearing of Petitions

- a) Beautification Committee Recognition
- b) [Mental Health Awareness Month](#)

V. New Business

- a) [Request for Council Action – Resolution No. 9 for 2024 – Updating Non-Represented Management Salary Schedule](#)
- b) [Request for Council Action – Resolution No. 10 for 2024 – Limiting Claims Arising from Recreational Use of Public Trails & Structures](#)

VIII. Reports of Committees

IX. Reports of City Officials

City Manager's Report

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.

Mayor's Report

X. Department Director Reports

Library Services Director

i) [Library Director Report - April 2024](#)

Community & Economic Development Director

i) [Community & Economic Development Director Report - April 2024](#)

Police Chief

i) [Police Chief Report - April 2024](#)

XI. Council Business for Good of the Order

XII. Adjournment



REQUEST FOR COUNCIL ACTION

Title: City of Sweet Home Property Line Adjustments

Preferred Agenda: May 28, 2024

Submitted By: Diane Golden, Associate Planner

Reviewed By: Blair Larsen CEDD Director
Kelcey Young, City Manager

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

Relevant Code/Policy: SHMC 17.92 Property Line Adjustment

Towards Council Goal: Be an Effective and Efficient Government

Attachments: PLA 24-02 Application
PLA 24-02 Site Map
Linn County Sweet Home IGA Exhibit 1

Purpose of this RCA:

The purpose of this Request for Council Action is to seek authorization for the City Manager or Designee to sign a Property Line Adjustment Application affecting City Property. The affected properties are the City of Sweet Home Public Works Yard and the adjacent Family Assistance and Resource Center Group (FAC) facility.

Background/Context:

In 2022 and 2023, the City of Sweet Home assisted FAC with the acquisition of property, a flag lot adjacent to the City's Public Works Yard, which was then owned by Linn County, and the development of a facility on that property to serve residents of the City. A portion of the County owned property was partitioned off, and Linn County deeded the property to FAC. An agreement was made by the City of Sweet Home, Linn County, and FAC regarding access to the properties. Since the existing driveway (the 'flagpole' of the property) was deemed inadequate both for FAC's needs, as well as Linn County's, the City offered an easement through it's property. That easement was later approved and has been functioning as the sole access into FAC's property. Current plans are in place for the access easement to be improved and serve as access into a RV dump station that Linn County has proposed to be built on its property. See the attached site map as well as Linn County Sweet Home IGA Exhibit 1.

In addition, the City has long had plans to eventually widen 24th Avenue so that it may serve as access to the property north of the adjacent railroad tracks, as well as the City-owned property beyond (the Quarry property). To further this plan, the City made an agreement with property owners at the corner of 24th Avenue and Main Street to swap property and widen the City right-of-way. Continuing this plan will require some additional land from the Public Works Yard, as well as a portion of the land that is now owned by FAC.

This property line adjustment seeks to move a portion of FAC's property, the 'flagpole' of their flag lot, to the City of Sweet Home's adjacent property. This strip of land is impacted by stormwater and wetlands and is neither usable or necessary for FAC or Linn County's development—the easement through the City's property provides everything those properties need. However, the property is usable by the City, in that it would allow the City to widen 24th Avenue in the future.

FAC has already agreed to this property line adjustment, and a land survey has been completed for this purpose. Since this application affects City property, it may only be signed by someone authorized by the City Council to do so.

The Challenge/Problem:

Should the City Council authorize the signing of this application?

Stakeholders:

- Sweet Home City Council. As the owner of Parcel 1, the City of Sweet Home, through its elected representatives, the City Council, is responsible for any land use applications affecting the properties. The City will benefit from the ability to widen 24th Avenue in the future.
- Family Assistance and Resource Center Group. FAC benefits from the access easement that the City gave through its property. FAC have agreed to the property line adjustment.

Issues and Financial Impacts:

The Property Line Adjustment will require surveying and filing recording documents with the county. We anticipate that the costs will be under \$1,000.

Elements of a Stable Solution:

Authorization to sign the Property Line Adjustment application.

Options:

1. Do Nothing. Leave the property as a flag lot.
2. Approve and authorize the City Manager or designee to sign Application PLA24-02 as presented.
3. Recommend a different configuration of property lines for City of Sweet Home and Family Assistance and Resource Center. Staff would take these recommendations and revise the proposed property line adjustment map for review at a future Council meeting.

Recommendation:

Staff recommends option 2, Motion to approve and authorize the City Manager or designee to sign Application PLA24-02 as presented.



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

Land Use Application

- ☐ Adjustment
- ☐ Annexation
- ☐ Comprehensive Plan Map Amendment
- ☐ Conditional Use
- ☐ Home Occupation
- ☐ Interpretations
- ☐ Nonconforming Uses
- ☐ Partition
- ☒ Property Line Adjustment
- ☐ Site Development Review
- ☐ Subdivisions and Planned Developments
- ☐ Text Amendments
- ☐ Variance
- ☐ Zone Map Amendment

Date Received: _____

Date Complete: _____

File Number: _____

Application Fee: _____

Receipt #: _____

Planning Commission Hearing Date: _____

City Council Hearing Date: _____

Within 30 days following the filing of this application, the Planning Department will make a determination of completeness regarding the application. If deemed complete, the application will be processed.

Applicant's Name: _____

CITY OF SWEET HOME

Applicant's Address: _____

1140 12TH AVE, SWEET HOME, OR 97386

Applicant's Phone Number: _____

(541)367-8969

Applicant's Email Address: _____

BLARSEN@SWEETHOMEOR.GOV

Property A

Owner's Name: _____

CITY OF SWEET HOME

Owner's Address: _____

1140 12TH AVE, SWEET HOME, OR 97386

Owner's Phone Number: _____

(541)367-8969

Owner's Email: _____

BLARSEN@SWEETHOMEOR.GOV

Property Address: _____

1400 24TH AVE, SWEET HOME, OR 97386

Assessor's Map and Tax Lot: _____

13S01E2900-02201

Property Size Before: _____

4.10 AC

Property Size After: _____

4.46 AC

Zoning Classification: _____

M

Comprehensive Plan: _____

PLANNED RECREATION COMMERCIAL

Property B

Owner's Name: _____

FAMILY ASSISTANCE AND RESOURCE CENTER GROUP

Owner's Address: _____

P.O. BOX 714, LEBANON, OR 97355

Owner's Phone Number: _____

(541)224-7503

Owner's Email: _____

INFO@FACFORTHEHOMELESS.ORG

Property Address: _____

1450 24TH AVE, SWEET HOME, OR 97386

Assessor's Map and Tax Lot: _____

13S01E2900-02206

Property Size Before: _____

2.69 AC

Property Size After: _____

2.33 AC

Zoning Classification: _____

RC

Comprehensive Plan: _____

PLANNED RECREATION COMMERCIAL

Nature of Applicant's Request

Narrative describing the proposed land use action: Brief description on this form and attach extra sheets if needed.

PROPERTY LINE ADJUSTMENT TO REMOVE THE FLAGSTRIP BETWEEN PARCEL 1 OF PARTITION PLAT 2022-44 AND THE SOUTH RIGHT-OF-WAY OF THE ALBANY AND EASTERN RAILROAD.

I certify that the statements contained on this application, along with the submitted materials, are in all respects true and are correct to the best of my knowledge and belief.

Applicant's Signature: _____

Property Owner's Signature: _____

Property Owner's Signature: _____

Property Owner's Signature: _____

Property Owner's Signature: _____

Date: _____

Date: _____

4-16-24

Date: _____

Date: _____

Land Use Application Checklist:

- ☐ All applicable sections of the Land Use Application have been filled in.
- ☐ The Land Use Application has been signed and dated by all applicable parties.
- ☐ I have received the applicable criteria for the Land Use Action that I am applying for.
 - ☐ **Appendix A: Adjustments**
 - ☐ Chapter 17.100 Adjustments; and
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.124 Type II Applications and Review Procedures (optional)
 - ☐ **Appendix B: Annexations**
 - ☐ Chapter 17.118 Annexations; and
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.128 Type IV Applications and Review Procedures (optional)
 - ☐ **Appendix C: Comprehensive Plan Map Amendment**
 - ☐ Chapter 17.112 Comprehensive Plan Map Amendment; and
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.128 Type IV Applications and Review Procedures (optional)
 - ☐ **Appendix D: Conditional Use**
 - ☐ Chapter 17.104 Conditional Use; and
 - ☐ Applicable Zoning Criteria
 - ☐ 2019 OR Structural Building Code, Section 419, Live/Work Units (if applicable)
 - ☐ Chapter 17.126 Type III Applications and Review Procedures (optional)
 - ☐ **Appendix E: Home Occupation**
 - ☐ Chapter 17.94 Home Occupation; and
 - ☐ Chapter 17.68 Home Occupations
 - ☐ Applicable Zoning Criteria; and
 - ☐ 2019 OR Structural Building Code, Section 419, Live/Work Units
 - ☐ Chapter 17.122 Type I Application and Review Procedures (optional)
 - ☐ Appendix D: Conditional Use (if applicable)
 - ☐ **Appendix F: Interpretations**
 - ☐ Chapter 17.96 Interpretations; and
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.122 Type I Application and Review Procedures (optional)
 - ☐ **Appendix G: Nonconforming Uses**
 - ☐ Chapter 17.108 Nonconforming Uses; and
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.126 Type III Applications and Review Procedures (optional)
 - ☐ **Appendix H: Partitions**
 - ☐ Chapter 17.98 Partitions
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.124 Type II Applications and Review Procedures (optional)
 - ☐ **Appendix I: Property Line Adjustment**
 - ☐ Chapter 17.92 Property Line Adjustment
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.122 Type I Application and Review Procedures (optional)

- ☐ **Appendix J: Site Development Review**
 - ☐ Chapter 17.102 Site Development Review
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.126 Type III Applications and Review Procedures (optional)
- ☐ **Appendix K: Subdivisions and Planned Developments**
 - ☐ Chapter 17.110 Subdivisions and Planned Developments
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.126 Type III Applications and Review Procedures (optional)
- ☐ **Appendix L: Text Amendments**
 - ☐ Chapter 17.116 Text Amendments
 - ☐ Applicable Corresponding Chapter
 - ☐ Chapter 17.128 Type IV Applications and Review Procedures (optional)
- ☐ **Appendix M: Variance**
 - ☐ Chapter 17.106 Variance
 - ☐ Applicable Zoning Criteria
 - ☐ Chapter 17.126 Type III Applications and Review Procedures (optional)
- ☐ **Appendix N: Zone Map Amendment**
 - ☐ Chapter 17.114 Zone Map Amendment
 - ☐ Applicable Zoning Criteria
 - Chapter 17.128 Type IV Applications and Review Procedures (optional)

LEGAL DESCRIPTIONS

AREA A

ALL THAT CERTAIN REAL PROPERTY SITUATED IN LINN COUNTY, OREGON BEING DESCRIBED AS FOLLOWS:

A PORTION OF THE NORTHWEST QUARTER OF SECTION 32 IN TOWNSHIP 13 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PARCEL 1 OF PARTITION PLAT _____.

AREA B

ALL THAT CERTAIN REAL PROPERTY SITUATED IN LINN COUNTY, OREGON BEING DESCRIBED AS FOLLOWS:

A PORTION OF THE NORTHWEST QUARTER OF SECTION 32 IN TOWNSHIP 13 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

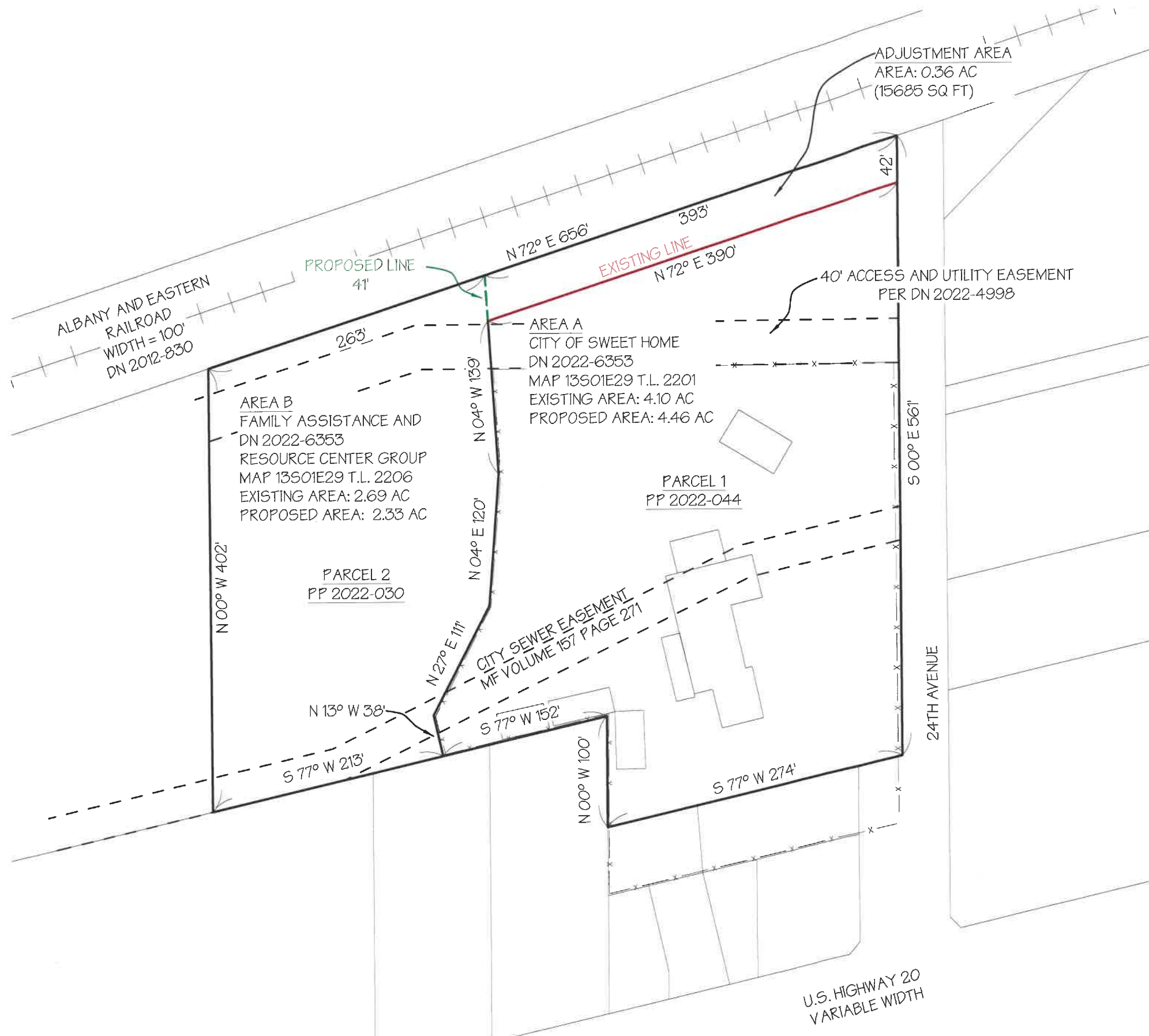
PARCEL 2 OF PARTITION PLAT _____.

ADJUSTMENT AREA

ALL THAT CERTAIN REAL PROPERTY SITUATED IN LINN COUNTY, OREGON BEING DESCRIBED AS FOLLOWS:

A PORTION OF THE NORTHWEST QUARTER OF SECTION 32 IN TOWNSHIP 13 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 5/8" IRON ROD AT THE NORTHEAST CORNER OF PARCEL 1 OF LINN COUNTY PARTITION PLAT 2022-44; THENCE SOUTH 71°53'28" WEST ALONG THE NORTH LINE OF SAID PARCEL 1 A DISTANCE OF 42.03' TO A 5/8" IRON ROD; THENCE, CONTINUING SOUTH 71°53'28" WEST ALONG THE NORTH LINE OF SAID PARCEL 1 A DISTANCE OF 347.94 FEET TO A 5/8" IRON ROD AT THE NORTHWEST CORNER OF SAID PARCEL 1; THENCE NORTH 03°47'53" WEST 41.37 FEET TO A 5/8 IRON ROD ON THE SOUTHERLY RIGHT OF WAY LINE OF THE ALBANY AND EASTERN RAILROAD; THENCE NORTH 71°53'28" EAST ALONG SAID SOUTHERLY RIGHT OF WAY LINE A DISTANCE OF 350.65 FEET TO A 5/8" IRON ROD ; THENCE CONTINUING NORTH 71°53'28" EAST ALONG SAID SOUTHERLY RIGHT OF WAY LINE 42.01 FEET TO THE WEST LINE OF 24TH AVENUE; THENCE SOUTH 00°15'00" EAST ALONG SAID WEST LINE OF 24TH AVENUE A DISTANCE OF 42.11' TO THE POINT OF BEGINNING; THE AREA OF THIS DESCRIPTION BEING 0.36 ACRES, MORE OR LESS.



PROPERTY LINE ADJUSTMENT APPLICATION MAP

FOR:

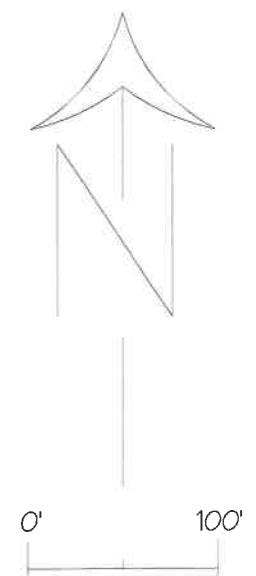
AREA A
CITY OF SWEET HOME
1140 12TH AVENUE
SWEET HOME, OREGON 97386

AREA B
FAMILY ASSISTANCE AND RESOURCE CENTER GROUP
P.O. BOX 714
LEBANON, OREGON 97355

LOCATED IN:

NW 1/4, SECTION 32, T. 13 S., R. 1 E.
WILLAMETTE MERIDIAN
LINN COUNTY, OREGON

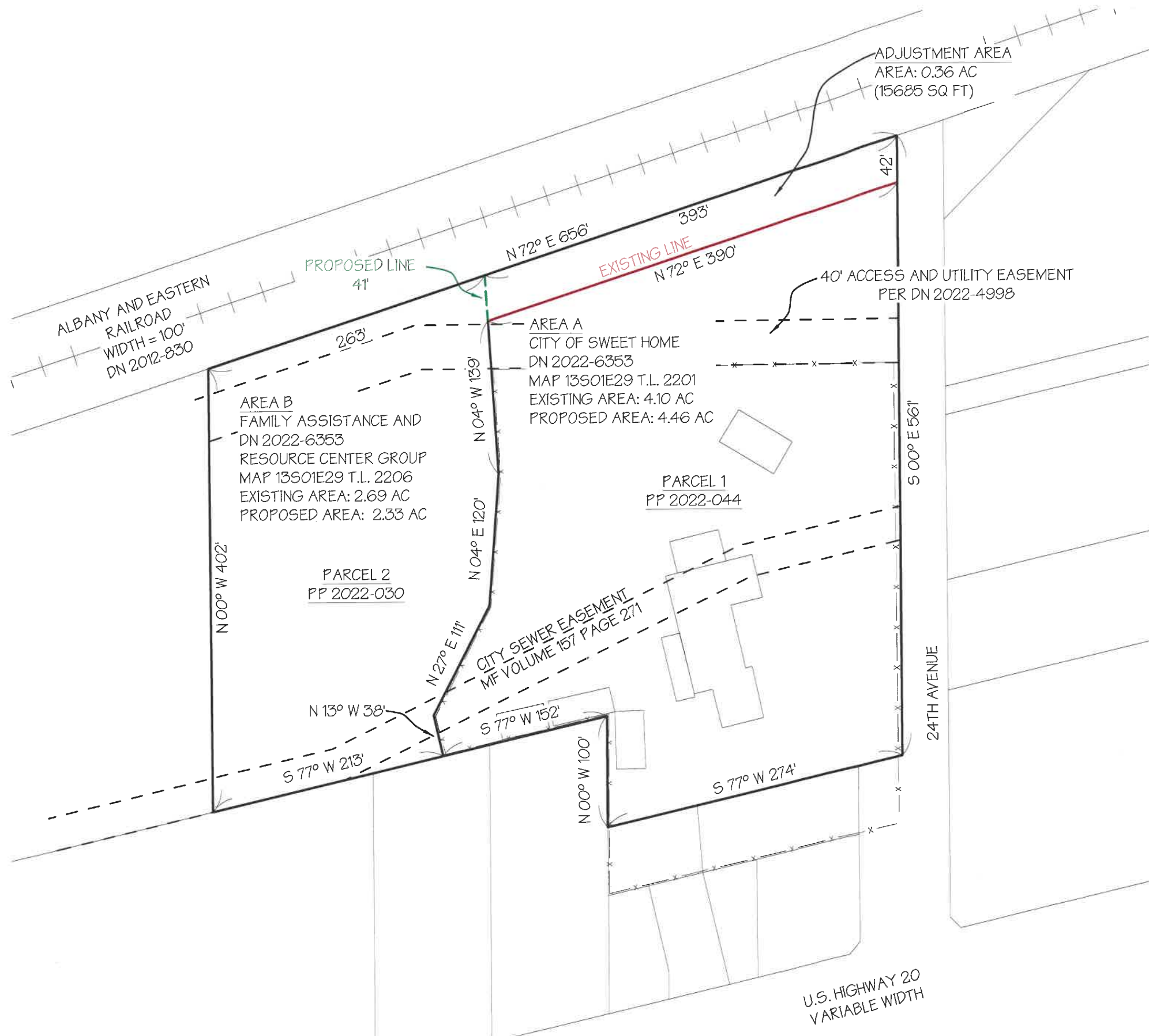
DRAWN BY: ROB KEENE, PLS 100817
APRIL 1, 2024



REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert Keene
OREGON
MARCH 14, 2023
ROBERT KEENE
100817

RENEWES: JUNE 30, 2025



PROPERTY LINE ADJUSTMENT APPLICATION MAP

FOR:

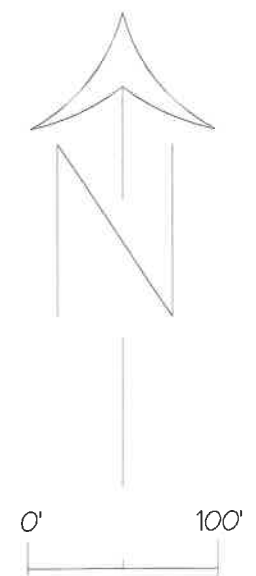
AREA A
CITY OF SWEET HOME
1140 12TH AVENUE
SWEET HOME, OREGON 97386

AREA B
FAMILY ASSISTANCE AND RESOURCE CENTER GROUP
P.O. BOX 714
LEBANON, OREGON 97355

LOCATED IN:

NW 1/4, SECTION 32, T. 13 S., R. 1 E.
WILLAMETTE MERIDIAN
LINN COUNTY, OREGON

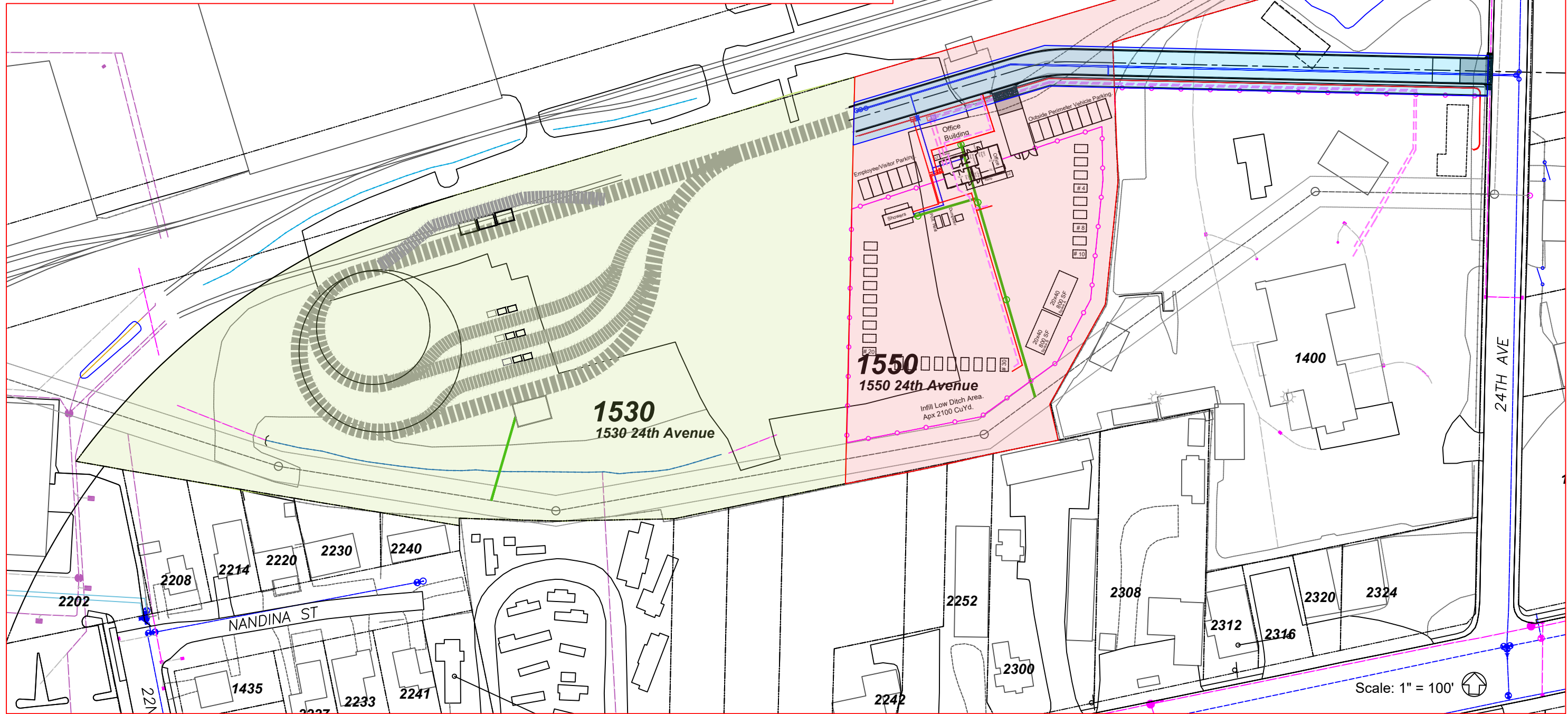
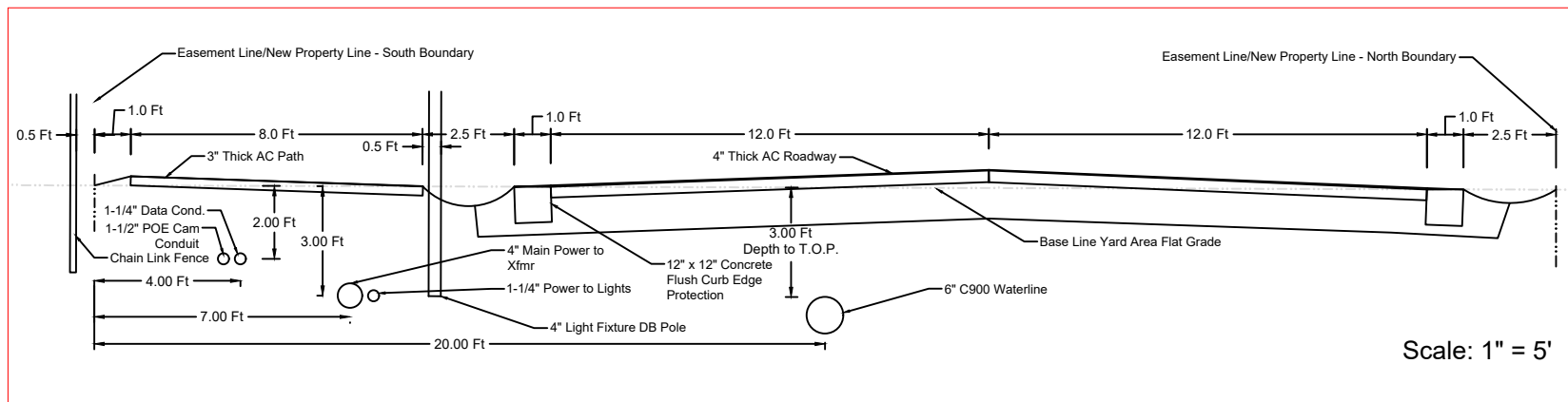
DRAWN BY: ROB KEENE, PLS 100817
APRIL 1, 2024



REGISTERED
PROFESSIONAL
LAND SURVEYOR

Robert Keene
OREGON
MARCH 14, 2023
ROBERT KEENE
100817

RENEWES: JUNE 30, 2025



1530 24th Avenue : Linn Co Water & RV Dump Sta
 1550 24th Avenue : FAC Facility
 1400 24th Avenue : City Maintenance Department

Exhibit 1
Access and Utility Connections
Road & Path Cross Section

City of Sweet Home, CEDD. 2-16-2022
 3325 Main Street, Sweet Home OR 97386
 Primary 24th Ave Access
 Area Utilities : Water, Power, Sanitary.



CITY OF SWEET HOME CITY COUNCIL EXECUTIVE SESSION MINUTES

April 22, 2024, 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.

Call to Order

The meeting was called to order at 5:30 PM.

Roll Call

PRESENT

Mayor Susan Coleman
President Pro Tem Greg Mahler
Councilor Lisa Gourley
Councilor Angelita Sanchez
Councilor Dave Trask

ABSENT

Councilor Dylan Richards
Councilor Josh Thorstad

STAFF

Kelcey Young, City Manager
Cecily Hope Pretty, Administrative Services Director
Robert Snyder, City Attorney

MEDIA

Sarah Brown, Lebanon Local/New Era
Shayla Escudero, Albany Democrat-Herald

Executive Session

Mayor Coleman read the Executive Session announcement:

The Sweet Home City Council will meet in Executive Session pursuant to ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

No action was taken in Executive Session.

Adjournment

There being no further discussion, the meeting was adjourned at 6:04 PM.

ATTEST:

Mayor

City Manager – Ex Officio City Recorder

DRAFT



CITY OF SWEET HOME CITY COUNCIL MINUTES

April 23, 2024, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Call to Order & Pledge of Allegiance

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

Roll Call

PRESENT

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

STAFF

Kelcey Young, City Manager
Ryan Cummings, Police Captain
Blair Larsen, Community & Economic Development Director
Adam Leisinger, Communications Manager
Jason Ogden, Police Chief
Cecily Hope Pretty, Administrative Services Director
Robert Snyder, City Attorney
Greg Springman, Public Works Director

MEDIA

Sarah Brown, Lebanon Local/New Era
Shayla Escudero, Albany Democrat-Herald

GUESTS

Calvin Ames, 1188 55th Avenue, Sweet Home, OR 97386
Nick Tyler, Sweet Home Fire Chief, 1099 Long Street, Sweet Home, OR 97386

Consent Agenda

Approval of Minutes:

- a) 2024-04-09 City Council Executive Session Minutes
- b) 2024-04-09 City Council Work Session Minutes
- c) 2024-04-09 City Council Meeting Minutes
- d) 2024-04-17 City Council Executive Session Minutes

Councilor Richards moved to approve the consent agenda. President Pro Tem Mahler seconded the motion. The motion carried unanimously.

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.

Recognition of Visitors & Hearing of Petitions

Calvin Ames requested additional time to address code compliance concerns. City Manager Young invited him to meet with her the following week to discuss collaborating on improvements moving forward.

a) Information Only - Sweet Home Fire District Updates

Chief Tyler stated that the Sweet Home Fire District would soon be signing an agreement with the United States Forest Service to enhance the local wildland program. He noted that a partnership with the National Forest Foundation (NFF) supporting the agreement would allow for the hiring of several employees to provide control line work and improve wildfire response for the community.

New Business

a) Request for Council Action – City Attorney Contract Extension

City Manager Young stated that City Attorney Snyder offered to extend his retirement date until the City Council selected a new City Attorney and the proposed extension was to formalize the offer.

Councilor Gourley moved to approve the City Attorney contract extension. President Pro Tem Mahler seconded the motion. The motion carried unanimously.

b) Resolution No. 8 for 2024 – Various “Stop” Signs

City Manager Young stated that the stop sign additions under consideration had been sent to the Public & Traffic Safety Committee and recommended for approval by the City Council by same. She noted that some locations City Council had initially identified were still under review.

Councilor Sanchez moved to approve Resolution No. 8 for 2024. Councilor Richards seconded the motion. The motion carried unanimously.

Reports of Committees

Councilor Sanchez stated she recently met with the Family Assistance and Resource Center (FAC) Advisory Committee and was pleased to note that almost 30 clients had been housed following their stay at the facility.

Reports of City Officials

City Manager's Report

City Manager Young thanked staff and the Park & Tree Committee for their recent efforts leading to a successful Arbor Day and Kid to Park Day. She noted that there was a tentative Budget Committee meeting scheduled for May 29th. She highlighted that she filed a declaration of support for a proposed motion to intervene in a future Green Peter Reservoir drawdown.

City Manager Young stated that swings would be installed in Sankey Park before the summer. She noted that staff would host a community meeting on May 2nd to discuss a proposed park at 42nd Avenue and Osage Street. She highlighted that Sweet Home was currently the only municipality in Linn County to be compliant with the Department of Environmental Quality (DEQ) recycling requirement in 2024 and thanked Sweet Home Sanitation for their partnership in that success.

Mayor's Report

No report was given.

Department Director Reports

President Pro Tem Mahler asked of updates regarding the Traffic Safety Officer position. Chief Ogden replied that two officers would be graduating from the police academy in May so the position could be implemented fully once they were authorized to patrol independently.

Council Business for Good of the Order

Councilor Sanchez wished the community a Happy Passover. She noted the upcoming primary election on May 21, 2024, and the final day to register to vote on April 30th.

Adjournment

There being no further discussion, the meeting was adjourned at 6:54 PM.

ATTEST:

Mayor

City Manager – Ex Officio City Recorder



Mental Health Awareness Month 2024 Proclamation

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, promotion and prevention are effective ways to reduce the burden of mental health conditions; and

WHEREAS, there is a strong body of research that support user-friendly tools that all Americans can access to better handle challenges, and protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, faith-based organization, health care provider, veteran's groups and citizen has a responsibility to promote mental wellness and support prevention efforts; and

WHEREAS, Sweet Home, as well as the nation as a whole, is finally returning to a more normal routine, it is important to remember that feeling anxious, confused, overwhelmed or powerless remain as common problems and are quite normal. By limiting media consumption, staying connected with loved ones and staying active we can maintain our mental health as we try to protect our physical health; and

WHEREAS, the Linn County Mental Health Advisory Board and the City of Sweet Home Community Health Committee are emphasizing that there is no health without mental health by being involved with Public Service Announcements, Health Fairs, public speakers, and various trainings regarding mental health issues;

NOW, THEREFORE, I, Susan Coleman, do hereby proclaim May 2024 as Mental Health Awareness Month in Sweet Home. As the Mayor, I also call upon the citizens, governmental agencies, public and private institutions, businesses, and schools in Sweet Home to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

Proclaimed this 7th Day of May, 2024.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Resolution No. 9 for 2024 – Updating Non-Represented Management Salary Schedules

Preferred Agenda: May 14, 2024

Submitted By: Cecily Hope Pretty, Administrative Services Director

Reviewed By: Kelcey Young, City Manager

Type of Action: Resolution ☒ Motion ☐ Roll Call ☐ Other ☐

Relevant Code/Policy: City Budget

Towards Council Goal: Infrastructure, Be an Effective and Efficient Government, Rejuvenate Essential Services, Economic Strength, Image Building

Attachments: Resolution No. 9 for 2024; Current & Proposed Salary Schedules

Purpose of this RCA:

To seek City Council approval for an updated non-represented management salary schedules.

Background/Context:

The City of Sweet Home respects and appreciates its employees and recognizes the important role they play in the organization and the community's success. The need to retain and recruit quality employees and candidates is directly related to the compensation offered. The City Council, by Charter, must approve compensation modifications for City personnel.

Section 6 of the City Charter states, "The Council shall fix the compensation of all City officers and employees."

SHMC 2.48.030 states, "Personnel rules shall be adopted and amended by resolution of the City Council. The rules shall provide means to recruit, select, develop and maintain an effective and responsive work force and shall include policies and procedures for employee hiring and advancement, training and career development, job classification, salary administration, retirement, fringe benefits, discipline, discharge and other related activities."

The City's Personnel Policy 3(c) states, "To ensure that the City's salary ranges and pay plan are as competitive as possible, salary data studies may be done approximately every three (3) years. Salary information from equivalent public entities will be compared with the City's salary schedule and pay plan. Department Heads should notify the City Manager when conditions warrant a study of certain positions. The City Manager shall conduct or have conducted the appropriate studies and, if feasible, submit a recommendation to the City Council. Any adjustments to the pay plan must be approved by the City Council."

The Challenge/Problem:

The City's current Public Works Director has elected to step down to an interim Assistant Director position, leaving the department without a department head. At the same time, the engineering needs of the City are growing along with its population and demands on infrastructure, necessitating a more robust engineering program. The addition of engineering duties to the Public Works Director position is necessary to attract and retain a qualified department head as well as ensure the continued professional development and retention of engineering staff, and proper oversight of engineering contractors. The proposed salary range allows for competitive recruitment in the municipal engineering field.

Stakeholders:

1. **Citizens**: Citizens deserve competent, qualified personnel and excellence in the City's Executive Team.
2. **City Council**: City Council can empower the recruitment of high quality employees through salary administration who will deliver on City Council goals and City programs.
3. **City Staff**: Desirable candidates will be attracted to Sweet Home and motivated to remain on staff; non-management staff will benefit from well-qualified hires and longevity in high quality management.

Issues and Financial Impacts:

The fiscal year 2024 budget can absorb the proposed adjustment for the Public Works Director/City Engineer. Additionally, with the re-organization of upper management in the Public Works Department, including dissolution of the Utilities Manager and Staff Engineer positions, as well as acquisition of grant funding to offset capital project costs, the department will realize savings in fiscal years 2024 and 2025.

Elements of a Stable Solution:

A fiscally responsible method to improve connectivity between two of the City's greatest natural resources that takes advantage of outside funding opportunities to the greatest extent possible.

Options:

1. **Do Nothing**: The new salary range will not be approved and current recruitment efforts will halt.
2. **Amend the Resolution**: Suggest an alternative to the resolution as proposed.
3. **Approve the Resolution**: Move to approve Resolution No. 9 for 2024 updating salary schedules.

Recommendation:

Staff recommends Option 3: Move to approve Resolution No. 9 for 2024 updating salary schedules.

RESOLUTION NO. 9 FOR 2024

A RESOLUTION UPDATING SALARY SCHEDULES FOR NON-REPRESENTED MANAGEMENT EMPLOYEES.

WHEREAS, the City of Sweet Home wishes to formally adopt a revised salary plan for its Non-Represented Management employees; and

WHEREAS, the City of Sweet Home Charter requires City Council to “fix the compensation of all City officers and employees”;

NOW, THEREFORE, the City of Sweet Home resolves as follows:

The attached salary schedules for Non-Represented positions are adopted for positions currently authorized as shown in Exhibit A.

This resolution replaces Resolution No. 24 for 2023 and shall be effective immediately upon passage by the City Council and by signature of the Mayor. The salary increases shall not be retroactive.

PASSED by the City Council and approved by the Mayor this 14th day of May, 2024.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder

RESOLUTION NO. 24 FOR 2023
EXHIBIT A

SALARY SCHEDULE
July 1, 2023 – June 30, 2024
Updated September 12, 2023
NON-REPRESENTED EMPLOYEES MANAGEMENT

Step Position	A	B	C	D	E
COURT ADMINISTRATOR ACCOUNTANT	4,442	4,664	4,897	5,045	5,196
ASSOCIATE PLANNER COMMUNICATIONS MANAGER	4,887	5,130	5,387	5,549	5,716
ADMINISTRATIVE SERVICES DIRECTOR LIBRARY DIRECTOR	7,696	8,081	8,485	8,739	9,002
FINANCIAL OPERATIONS MANAGER TOURISM & ECONOMIC DEVELOPMENT COORDINATOR OPERATIONS MANAGER	5,649	5,931	6,228	6,414	6,607
UTILITIES MANAGER	6,213	6,541	6,885	7,091	7,304
STAFF ENGINEER	5,908	6,204	6,514	6,709	6,911
PUBLIC WORKS DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR	7,856	8,249	8,661	8,921	9,189
FINANCE DIRECTOR	7,894	8,289	8,703	8,964	9,233

SALARY SCHEDULE
July 1, 2023 – June 30, 2024
Updated April 23, 2024
NON-REPRESENTED MANAGEMENT EMPLOYEES

Step Position	A	B	C	D	E
COURT ADMINISTRATOR ACCOUNTANT	4,442	4,664	4,897	5,045	5,196
ASSOCIATE PLANNER COMMUNICATIONS MANAGER	4,887	5,130	5,387	5,549	5,716
ADMINISTRATIVE SERVICES DIRECTOR LIBRARY DIRECTOR	7,696	8,081	8,485	8,739	9,002
FINANCIAL OPERATIONS MANAGER TOURISM & ECONOMIC DEVELOPMENT COORDINATOR OPERATIONS MANAGER	5,649	5,931	6,228	6,414	6,607
PUBLIC WORKS DIRECTOR/CITY ENGINEER	9,083	9,521	9,958	10,396	10,833
COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR	7,856	8,249	8,661	8,921	9,189
FINANCE DIRECTOR	7,894	8,289	8,703	8,964	9,233



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Limiting Claims Arising from Recreational Use of Public Trails & Structures

Preferred Agenda: May 14, 2024

Submitted By: Cecily Hope Pretty, Administrative Services Director

Reviewed By: Kelcey Young, City Manager
Blair Larsen, Community & Economic Development Director
Robert Snyder, City Attorney

Type of Action: Resolution ☒ Motion ☐ Roll Call ☐ Other ☐

Relevant Code/Policy: Park System Master Plan

Towards Council Goal: Infrastructure, Be an Effective and Efficient Government, Rejuvenate Essential Services, Economic Strength

Attachments: Resolution No. 10 for 2024

Purpose of this RCA:

To seek City Council approval to adopt language limiting the City's liabilities related to recreational use of public trails and/or structures in public easements and unimproved right-of-way in the City of Sweet Home.

Background/Context:

In 2023, the Oregon Court of Appeals issued a decision in *Fields v. City of Newport* that posed significant challenges to the historically understood definitions of recreational immunity in the state and opened municipalities up to significant liabilities related to their public trails and structures. While Governor Kotek signed temporary legislation in the 2024 Legislative Session to restore some immunity to cities, ORS 105.668 provides a mechanism via adoption of an ordinance or resolution for cities with a population under 500,000 to "opt in" to certain liability protections. To date, the City of Sweet Home has not opted in to these protections, which would significantly limit potential claims related to the use of public trails and/or structures in public easements and unimproved right-of-way within City limits.

The Challenge/Problem:

Without adopting a resolution or ordinance as allowed by ORS 105.668(3), the City remains open to legal liabilities related to claims resulting from recreational use of public trails and structures.

Stakeholders:

1. **Citizens:** Citizens will benefit from City policy that limits negative financial impact.
2. **City Council:** City Council has the power to limit liabilities and ensure that public facilities remain open for public use without concern for claims.
3. **City Staff:** Staff can continue to develop the public trail system without undue concern for claims related to use of public trails and structures.

Issues and Financial Impacts:

There are no issues identified. The financial impact of approval is positive in limiting potential lawsuits against the City.

Elements of a Stable Solution:

A decision that takes advantage of benefits in existing laws and protects the City of Sweet Home from unnecessary liabilities.

Options:

1. *Do Nothing:* The City will continue to be subject to certain liabilities related to recreational use.
2. *Amend the resolution:* Propose alternative language to modify the resolution.
3. *Approve the resolution:* Move to approve Resolution No. 10 for 2024 limiting claims arising from recreational use of public trails or structures.

Recommendation:

Staff recommends Option 3: Move to approve Resolution No. 10 for 2024 limiting claims arising from recreational use of public trails or structures.

RESOLUTION NO. 10 FOR 2024

A RESOLUTION LIMITING CERTAIN CLAIMS ARISING FROM RECREATIONAL USE OF PUBLIC TRAILS AND/OR STRUCTURES IN PUBLIC EASEMENTS AND UNIMPROVED RIGHT-OF-WAY IN THE CITY OF SWEET HOME.

WHEREAS, ORS 105.672 to 105.688 provide certain immunities for owners of publicly-owned and/or privately-owned land when landowners allow such land to be used for recreational purposes; and

WHEREAS, the “recreational immunity law,” ORS 105, has been modified by the Oregon State Legislature numerous times including an important change through the 2024 session Senate Bill 1576 which became effective March 27, 2024; and

WHEREAS, ORS 105.668(2) limits certain lawsuits against a city, adjacent property owner(s), and certain non-profit groups and their volunteers that arise from recreational use of trails or structures in public easements or unimproved rights-of-way; and

WHEREAS, the immunities from liability contained in ORS 105.668(2) apply only to cities with a population of 500,00 or more; and

WHEREAS, ORS 105.668(3) authorizes cities with a population of less than 500,000 to take advantage of the immunities provided in ORS 105.668(2) by adopting either an Ordinance or Resolution to “opt in” to the provisions under ORS 105.668; and

WHEREAS, the City of Sweet Home owns, operates, and maintains a public trail system; and

WHEREAS, public trails are an important public amenity that provide recreational opportunities and support a healthy community; and

WHEREAS, the City encourages private property owners to dedicate easements to the public for use as recreational trails; and

WHEREAS, the City encourages private groups and volunteers to construct and maintain certain public trails and/or structures in public easements and/or unimproved rights-of-way; and

WHEREAS, the City believes it is important to protect and support the activities of City, private parties, community groups, and volunteers that make the trails available for public use; and

WHEREAS, the City desires to adopt the immunities from liability provided under ORS 105.668 to further the public interest by protecting and supporting efforts and activities of the City, property owners, and parties that create and maintain trails and make such trails available for public use;

NOW, THEREFORE, the City of Sweet Home resolves as follows:

1. Findings. The above recitals are hereby incorporated as findings.
2. Limitation on Liability. Pursuant to ORS 105.668(3), the City hereby adopts the limitation on liability provided under ORS 105.668(2). Without otherwise limiting the generality of the immediately preceding sentence, personal injury and/or property damage resulting from and/or arising out of the use of a trail that is in a public easement and/or unimproved right-of-way, and/or from the use of structures in a public easement and/or unimproved right-of-way, by a user on foot, horseback, bicycle, and/or other non-motorized vehicle or conveyance, does not give rise to a private claim or right of action based on negligence against any of the following: (a) City of Sweet Home; (b) City's officers, employees, and/or agents to the extent the officers, employees, and/or agents are entitled to defense and indemnification under ORS 30.285; (c) the owner(s) of land abutting the public easement or unimproved right-of-way; and/or (d) a non-profit corporation and its volunteers for the construction and maintenance of the trail or the structures in a public easement or unimproved right-of-way. For purposes of the Resolution, "structures" means improvements in a trail, including, without limitation, stairs and bridges, that are accessible by a user on foot, horse, bicycle, and/or other non-motorized vehicle or conveyance; "unimproved right-of-way" means a platted or dedicated public right-of-way over which a street, road, or highway has not been constructed to the standards and specification of the City and for which the City has not expressly accepted responsibility for maintenance.
3. Exceptions. The immunities granted under Section 2 of this Resolution from a private claim or right of action based on negligence do not grant immunity from liability for the following: (a) except as provided in Section 2(b), to a person that receives compensation for providing assistance, services, and/or advice in relation to conduct that leads to a personal injury or property damage; (b) for personal injury or property damage resulting from gross negligence and/or reckless, wanton, or intentional misconduct; and/or (c) for an activity for which a person is strictly liable without regard to fault.
4. Severability. For purposes of this Resolution, the singular includes the plural and the plural includes the singular; the word "or" is not exclusive and the words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code or ordinance as now in force and hereafter amended. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution.

This Resolution shall be in full force and effective immediately upon passage by the City Council and signature of the Mayor.

PASSED by the City Council and approved by the Mayor this 14th day of May, 2024.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder



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

Sweet Home Public Library

Statistics

April 2024	This month April 2024	Last month March 2024	Year to date 2024	Previous year 2023
Patron Activity				
Door Count	3324	3202	13,118	31,161
Program participants (all ages)	256	196	1160	2127
Total programs(all ages)	25	24	94	148
Circulation and Renewals				
Checkouts & renewals	5619	5774	22,468	62,060
E-audio & E-book checkouts	715	781	2899	6971
Total items checked out	6354	6555	25,387	69,031
Public Computers				
Logins	219	191	813	2597
Resource Sharing Savings				
Cost savings	5572.87	6132.81	22,469.80	59,496.76
Items borrowed by consortium libraries	318	403	1452	4266
Items borrowed from consortium libraries	398	430	1719	3871
Volunteer Hours				
Hours worked by volunteers	35.5	36.5	157	671.75
New Library Patrons				
New patron cards issued	87	37	206	623

Events this month: We have almost one event per day happening in the library, every day. The Summer months will see multiple events and programs happening every day.

Items of note: We received a donation of 700+ DVDs, most will be added to our collection. We received a donation of a new kid sized table for our kid's area. 3 new grant funded patron computers will be installed soon. We will have a paid teen summer intern starting soon (100% paid for by a grant).

Kira and Megan attended the Oregon Library Association Annual Conference in April. We met, learned from, and presented to Librarians and library staff from across the state.

MEMORANDUM



TO: City Council
Kelcey Young, City Manager
Interested Parties

FROM: Blair Larsen, Community and Economic Dev. Director

DATE: May 14, 2024

SUBJECT: Community and Economic Development Department Report for April 2024

The Community and Economic Development Department (CEDD) consists of the City's Building, Planning, Engineering, Economic Development, Code Enforcement, and Parks and Recreation programs. The following is a summary of activities and notes on current projects from April 1st to April 30th, 2024.

1. BUILDING

- Summary of Building Program Permits Issued.

Permit Category	April, 2024	March, 2024	2024 YTD	2023 Total	2019-2023 Annual Average
Residential 1 and 2 Family Dwellings	3	0	4	12	24.8
Residential Demolition	1	0	1	10	8.6
Residential Manufactured Dwellings	2	0	2	4	9.2
Residential Mechanical Permits	7	14	29	91	104
Residential Plumbing	1	0	3	24	30.8
Residential Site Development	0	0	0	0	0.4
Residential Structural	5	5	14	33	50.4
Commercial Alarm or Suppression Systems	0	0	1	2	3.6
Commercial Demolition	0	0	0	5	3.6
Commercial Mechanical	3	2	7	11	16.4
Commercial Plumbing	2	0	4	11	9.8
Commercial Site Development	1	0	1	1	2.2
Commercial Structural	0	0	9	26	36.6
Total Permits	25	21	75	230	300.4
Value Estimate of All Permits	\$1,368,265.00	\$137,606.00	\$2,381,532.82	\$10,728,408.94	\$19,600,417.90
Fees Collected	\$17,710.97	\$3,672.78	\$36,530.36	\$133,127.61	\$246,251.26

- Developments of note: For your reference, below are some developments of note that were previously reported. Changes are noted with **bold text**.
 - Duck Hollow Phase III Subdivision: 51-lot single-family home subdivision located adjacent to the existing Duck Hollow Subdivision (41st Avenue and Long Street). This subdivision received planning approval in 2020, however there was a long delay due to wetlands regulations administered by the Oregon Department of State Lands. State approval has been granted, and construction is expected soon.
 - Live Oak Subdivision: 8-lot single-family home subdivision located between the two existing portions of Live Oak Street. The subdivision was approved in 2021, however the property changed hands, which delayed development. The new owner is planning on constructing 8 duplexes (16 housing units) on the lots. Development of the road and infrastructure is complete, and construction of the first buildings has begun.
 - Foothills Ridge Subdivision: 21-lot single-family home subdivision located at the west end of Foothills Drive. This subdivision was approved in 2021, however the owner has run into delays with his engineering firm, and recently applied for an extension. The construction timeline is unknown.
 - Santiam River Development Phase 1 : 42-lot single-family home subdivision located at the north end of Clark Mill Road. Planning approval was granted at the beginning of this year, however some of the property is being sold to a different developer. It is unknown when construction will begin.
 - Clear Water Subdivision: 18-lot single-family home subdivision located on the west side of 45th Avenue, just north of Kalmia Street. Planning approval was granted in June. Road, sidewalk, and other infrastructure construction is complete.
 - Domino's Pizza is under construction at the northwest corner of Main Street and 22nd Avenue. **Staff have been told that modular commercial building will be placed on site on May 20th.**
 - Coulter Subdivision: The Sweet Home Planning Commission recently approved a 157-lot low-density residential subdivision located at 43rd Avenue and Coulter Lane. This subdivision will be built in four phases; however it is unclear when construction will start. The property includes wetlands, and development will require mitigation and permitting through the Department of State Lands, which will likely decrease the number of lots that are ultimately developed. The initial phase is unhindered by wetlands and will likely move forward as soon as market conditions warrant construction.

2. PLANNING

- Summary of Final Decisions of Planning Division Applications:

Application Type	April, 2024	March, 2024	2024 YTD	2023 Total	2019-2023 Annual Average
Adjustments	0	1	1	1	N/A
Annexations	0	0	0	0	0.4
Code Amendments	0	0	0	3	1.4
Conditional Use	0	1	1	3	7.4
Partition	0	0	0	4	11.8
Planned Development/ Subdivision	0	1	1	0	1.8
Property Line Adjustments	0	1	3	3	13.4
Vacation	0	0	0	1	0.2
Variance	0	0	1	4	3.0
Zoning Map Amendment	0	0	1	2	2.2

- 1 Land Use Application was submitted in April.
- 3 Land Use Applications are pending final approval.
- 10 Fence Permits were issued in April.
- 0 Temporary RV Permit was issued in April.
- The City received a grant from the State to update our Transportation System Plan and create an Area Plan for the undeveloped land on the north side of the City. The project is fully underway and expected to be complete by June 30th.
- Work is now underway on the City's Housing Production Strategy. This project is grant funded and fulfills a State requirement.
- The Planning Commission last met on March 21st. Due to a lack of applications, there is currently no scheduled meeting in May.

3. ECONOMIC DEVELOPMENT

- The City is seeking interest from developers for a public-private-partnership with the City at the Quarry Property. A Request for Interest (RFI) has been published to solicit interest that will fit with the City's goals for the property. The RFI closes on June 5th.
- The consensus of a recently convened community group is that Sweet Home should follow the community vision process that Independence described by restarting SHARE, a previous revitalization effort. Staff are working with community partners on the next steps of this effort.
- The first phase of implementing the Downtown Streetscape and Parking Plan is underway. Staff have drafted plans to convert 10th and 13th Avenues between Long and Main Streets to one-way parking to allow for additional parking and the EV charging station. The Council recently approved changing these streets to one-way southbound traffic. Staff have finalized the parking plan. The next step is to restripe the streets and install signs and delineators. This is expected to be complete by June 30th.

- The EV Charging Station project was delayed by concerns raised by Pacific Power, but construction has begun and is expected to be complete by May 31st.

4. CODE COMPLIANCE

- Summary of Actions.

Case Status	April, 2024	March, 2024	2024 YTD	2023 Total	2019-2023 Annual Average
New Complaints-Residents	N/A	16	62	243	128.5
New Complaints-Officer		7	23	39	61.3
Violations Resolved		0	31	125	213
Complaints Noted with No Violation Found		0	25	111	40.8
Open Cases at End of Period		53	53	61	32.3
Citations		4	14	30	8.4
Abatelements		0	1	8	2.4
Enforcement Type	April, 2024	March, 2024	2024 YTD	2023 Total	2019-2023 Annual Average
Animal	N/A	3	9	38	42.8
Blight		2	6	17	4.4
Illegal Burn		0	4	7	2.2
Illegal Dumping		0	0	2	0.6
Illegal Parking		0	1	3	9.6
Illegal Sign		0	0	1	2.0
Junk/Abandoned Vehicle		5	19	34	15.6
Minimum Housing		0	1	3	3
Occupying an RV		3	9	44	40
Open Storage		4	24	51	57.4
Other		1	5	29	14.4
Public Nuisance		3	4	14	39.2
Public Right-of-way		0	0	9	12
Tall Grass & Weeds		2	3	28	93.2
Vacant Lot		0	0	2	0.4

The City's Code Compliance Officer responds to complaints submitted through the City's website, and actively patrols the City and works to resolve identified code violations. This position is currently vacant, with little to no work taking place in April.

5. PARKS

- The Park and Tree Committee last met on April 17th. Their next meeting will be May 15th, 2024.
- Work continues on updated the Parks System Master Plan. It was expected to be complete by June 30, 2024, however recent requests by the consultant may delay adoption until the end of July, 2024.
- Staff have applied for a grant from the Oregon Park and Recreation Department for Phase III of Sankey Park improvements, which will include a replacement structure for the now-demolished bandstand and trail connections to the upper portion of the park. The application has passed the first review, and Staff gave a presentation to the grant review committee on June 27th. Staff recently received an award letter for this grant. Staff and the Park & Tree Committee are continuing to solicit and gather donations. A Request for Proposals was issued for the engineering design work, and recently closed. Staff will negotiate a contract with the winning bidder, and bring it to Council for approval at the May 28, 2024 Council meeting.
- Design work is underway for a new park adjacent to City Hall. The Park will include a donated playground structure and dog park.
- The City's Arbor Day and Kid to Park Day was celebrated on April 20th at Sankey Park. The event took place without any problems, and had a successful turnout.

6. OTHER PROJECTS

- Willow Street Neighborhood LID: Staff have finalized a financing plan, and recently received approval from the financing agency. A Request for Proposals was issued, however new information on current conditions has come to light which requires the RFP to be reissued. The City is utilizing its Engineer-of-Record contract to do the initial engineering design, after which an RFP for construction will be issued.
- The ODOT Foster Lake Sidewalk Project: Construction is nearly complete. Staff are working with the Railroad and ODOT on a plan to construct the portion that lies under the railroad trestle.
- Engineering on the 2nd Avenue/Holley Road pedestrian crossing, which is funded by a Safe Routes to School Grant, is complete and a Request for Proposals for the work has been issued. A contract for the remaining work has been signed, and the contractor has ordered materials and equipment. This project has been delayed by ODOT permitting, however permits were recently granted, and Staff are working with the contractor to get the project moving again. Construction was completed, however some of the new concrete work did not pass ODOT's inspection. Staff are working with the contractor to get the problem corrected.

SWEET HOME POLICE DEPARTMENT

tmp963C.tmp

CITATIONS ISSUED	Apr-24	Apr-23	2024 TO DATE	2023 TO DATE	YEAR TO DATE CHANGE
Chapter 803 Vehicle Title and Registration (Fail to Register Vehicle, Fail to Renew Registration, Altered Plate, Switched Plates, Fail to Display Plate, etc.)	1	3	3	9	-66.67%
Chapter 806 Financial Responsibility Law (Driving Uninsured, Fail to Carry Proof of Insurance, False Info Regarding Liability Insurance, etc.)	13	10	46	47	-2.13%
Chapter 807 Driving Privileges, Licenses and Permits (No Operator License, Fail to Carry and Present License, Fail to Change Name and/or Address on Operator License, etc.)	4	4	12	11	8.33%
Chapter 811 Rules of the Road for Drivers (Speeding, DWS, Reckless Driving, Careless Driving, Hit and Run, Fail to Obey Traffic Control Device, Follow too Close, Illegal Parking, Fail to Yield to Pedestrian, Fail to Wear Seatbelt, etc.)	31	17	99	86	15.12%
Chapter 813 Driving Under Influence of Intoxicants (Drive Under Influence of Intoxicants, Refuse the Breath Test, etc.)	1	0	8	2	75.00%
Chapter 814 Pedestrians; Passengers; Livestock; Motorized Wheelchairs; Motorcycles; Bicycles (Improper Use of Lanes, No Motorcycle Helmet, Bicyclist failing to Signal, etc)	0	0	0	0	0.00%
Chapter 815 Vehicle Equipment Generally (Improper Fenders or Mud Guards, Unreasonable Noise, Obstructed Vehicle Windows, etc.)	0	0	0	0	0.00%
Chapter 816 Vehicle Equipment (Operate Without Lighting Equipment, Operate Without Tail Lights, etc)	0	0	0	0	0.00%
Chapter 818 -821 (Vehicle limits, abandoned vehicle, special provisions, off road vehicles)	0	0	0	0	0.00%
TOTAL CITATIONS ISSUED	50	34	168	155	8.39%
TOTAL PERSONS CITED	27	18	109	100	8.26%
TOTAL WARNINGS ISSUED	119	171	443	378	14.67%
TOTAL TRAFFIC STOPS	146	221	546	610	-11.72%

MOTOR VEHICLE CRASHES	Apr-24	Apr-23	2024 TO DATE	2023 TO DATE	YEAR TO DATE CHANGE
MVC-FATAL	0	0	0	0	0.00%
MVC-INJURY	2	1	10	10	0.00%
MVC-NON INJURY	11	12	35	32	8.57%
HIT & RUN VEHICLE INJURY	0	0	0	0	0.00%
HIT & RUN PROPERTY	4	2	27	14	48.15%
TOTAL CRASHES	17	15	72	56	22.22%

CRASHES INVOLVING DUII ARREST	0	0	2	0	100.00%
--------------------------------------	---	---	---	---	---------

SWEET HOME POLICE DEPARTMENT

tmp96C6.tmp

			2024	2023	YEAR TO
CALLS FOR SERVICE	Apr-24	Apr-23	TO DATE	TO DATE	DATE CHANGE
PERSON CRIMES (Homicide, Assault, Harassment, Sex Crimes, Menacing, Reckless Endanger, Kidnap, Domestic Violence, Elder & Child Abuse, etc)	35	27	110	81	26.36%
PROPERTY CRIMES (Arson, Burglary, Theft, Criminal Mischief, Motor Vehicle Theft, Robbery, Unlawful Entry into Motor Vehicle, Reckless Burning, etc)	36	56	165	222	-25.68%
SOCIETY CRIMES (Drive Under Influence of Intoxicants, Disorderly Conduct, Resisting Arrest, Criminal Trespass, Escape, Runaway, Drug Offenses, Weapon Offenses, etc)	27	27	103	112	-8.04%
OREGON SPECIFIC CRIMES (Protective Custodies, Traffic Crimes other than DUII, Warrant Arrests)	55	63	208	258	-19.38%
TOTAL CRIMES REPORTED	153	173	586	673	-12.93%
TOTAL CRIMES CLEARED	106	122	390	430	-9.30%
NON CRIMINAL CALLS FOR SERVICE (Abandoned Vehicles, Agency Assists, 911 hangups, Alarm Calls, Ambulance Assist, Animal Calls, Death Investigations, Disturbances, Domestic Disputes, Juvenile, Motor Vehicle Crashes, Public Assists, Suspicious Activity, Traffic, Trespass Warnings, etc)	610	689	2569	2748	-6.51%
TOTAL CALLS FOR SERVICE	763	862	3155	3421	-7.78%
TOTAL INCIDENT NUMBERS ISSUED	694	796	2125	3145	-32.43%
TOTAL CAD NUMBERS ISSUED	1418	1622	4219	6057	-30.35%

			2024	2023	YEAR TO
CUSTODIES	Apr-24	Apr-23	TO DATE	TO DATE	DATE CHANGE
TOTAL PERSONS IN CUSTODY	56	69	243	272	-10.66%
TOTAL ADULTS ARRESTED	53	66	231	262	-11.83%
TOTAL JUVENILES IN CUSTODY	3	3	26	10	61.54%
TOTAL CHARGES	126	139	446	523	-14.72%
TOTAL ADULT CHARGES	120	136	309	510	-39.41%
TOTAL JUVENILE CHARGES	6	3	36	13	63.89%