



CITY OF SWEET HOME CITY COUNCIL AGENDA

August 11, 2026, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

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

Mission Statement

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

Meeting Information

This meeting is open to the public in person and virtually. The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, visit <http://live.sweethomeor.gov>. If you do not have access to the internet, you can call in to 971-203-2871 and enter the meeting ID followed by the # sign to be logged in to the call. Meeting ID: 882 329 760

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

I. Call to Order & Pledge of Allegiance

II. Roll Call

III. Consent Agenda

- a) Approval of Minutes:
 - i) [2026-07-28 City Council Meeting Minutes](#)

IV. Recognition of Visitors & Hearing of Petitions

- a) Public Hearing – City Attorney Services

The purpose of this Public Hearing is to seek public input on the upcoming City Attorney vacancy and the City's three current Requests for Proposal for general City Attorney Services, City Prosecution Services, and Labor Attorney Services in accordance with ORS 192.660(7)(d)(C).
- b) [Request for Council Action – Bill Dispute for 1207 Long Street](#)

V. New Business

- a) [Request for Council Action – Resolution No. 15 for 2026 – Approving Traffic Control “Stop” Signs](#)

VI. Ordinance Bills

- a) Third Reading of Ordinance Bills (Roll Call Vote Required)

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) [Request for Council Action – Ordinance No. 3 for 2026 – Ordinance No. 1341 – Amending SHMC 2.04.030 Nominations & Declaring the Need for an Expediency Clause](#)

VII. Reports of Committees

Administration, Finance & Property Committee – Council President Thorstad

Community Health Committee – Councilor Bronson

- [2026-07-22 Community Health Committee Meeting Minutes](#)

Library Advisory Board – Councilor Augsburg

Park & Tree Committee – Councilor Hegge

- [2026-07-21 Park & Tree Committee Meeting Minutes](#)

Planning Commission

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

Chamber of Commerce – Councilor Hegge

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

Solid Waste Advisory Council – Councilor Richards

VIII. Department Reports

Library

- [Library Report – July 2026](#)

Planning & Building

Public Works

- [Public Works Report – July 2026](#)

Finance

- [Finance Department Report – July 2026](#)

Police

- [Police Department Report – July 2026](#)

City Attorney

IX. Reports of City Officials

City Manager's Report

- [August 2026 Newsletter](#)

Mayor's Report

X. Council Business for Good of the Order

XI. Adjournment



CITY OF SWEET HOME CITY COUNCIL MEETING MINUTES

July 28, 2026, 6:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Mission Statement

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

I. Call to Order & Pledge of Allegiance

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

II. Roll Call

PRESENT

Mayor Susan Coleman
Council President Josh Thorstad
Councilor Chelsea Augsburger
Councilor Ken Bronson
Councilor Aaron Hegge (virtual)
Councilor Angelita Sanchez

ABSENT

Councilor Dylan Richards

STAFF

Jason Ogden, City Manager / Police Chief
Cecily Hope Pretty, Deputy City Manager
Blair Larsen, City Attorney
Matt Brown, Finance Director (contracted)
Angela Clegg, Planning & Building Manager
Megan Dazey, Library Services Director
Adam Leisinger, Special Projects Manager
Dominic Valloni, Interim Public Works Director

III. Consent Agenda

Approval of Minutes:

- a) 2026-07-14 City Council Executive Session Minutes
- b) 2026-07-14 City Council Work Session Minutes
- c) 2026-07-14 City Council Meeting Minutes

Council President Thorstad moved to approve the Consent Agenda. Councilor Sanchez seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburger, Bronson, Hegge, Sanchez

NAY: None

ABSENT: Richards

IV. Recognition of Visitors & Hearing of Petitions

There were no visitors to be heard.

V. Ordinance Bills

Second Reading of Ordinance Bills

- a) Request for Council Action – Ordinance No. 3 for 2026 – Amending SHMC 2.04.030 Nominations & Declaring the Need for an Expediency Clause

A second reading of Ordinance No. 3 for 2026 by title only was conducted.

Councilor Bronson moved to conduct a third reading of Ordinance No. 3 for 2026 by title only at the following City Council meeting. Councilor President Thorstad seconded the motion. The motion carried by the following vote:

AYE: Coleman, Thorstad, Augsburg, Bronson, Hegge

NAY: Sanchez

ABSENT: Richards

VI. Reports of Committees

Administration, Finance & Property Committee – President Pro Tem Thorstad

Community Health Committee – Councilor Bronson

- 2026-07-22 Community Health Committee Meeting Minutes

Library Advisory Board – Councilor Augsburg

- 2026-07-09 Library Board Meeting Minutes

Park & Tree Committee – Councilor Hegge

- 2026-06-16 Park & Tree Committee Meeting Minutes

Planning Commission

- 2026-07-02 Planning Commission Meeting Minutes

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

Chamber of Commerce – Councilor Hegge

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

Solid Waste Advisory Council – Councilor Richards

There were no reports to be heard.

VII. Department Reports

Library

Planning & Building

- Planning & Building Report – June 2026

Public Works

Finance

- FY 2026 End of Year Financial Report & Quarterly Investment Report

Police

City Attorney

Director Brown presented the year-end report for Fiscal Year 2026 and noted that the City's finances were in good health. He stated that there were only two tasks remaining for the Fiscal Year 2025 audit before the auditors could prepare the final financial statements. He added that the audits were likely to be caught up by mid-2027.

VIII. Reports of City Officials

a) City Manager's Report

City Manager Ogden stated that the filing period for City Council was now open. He highlighted the upcoming National Night Out event on August 4th from 6 PM to 8 PM.

b) Mayor's Report

Mayor Coleman stated there would be a ribbon-cutting for a new business on Friday.

IX. Council Business for Good of the Order

There was no business to be heard.

X. Adjournment

There being no further discussion, the meeting was adjourned at 6:36 PM.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Bill Dispute for 1207 Long Street

Preferred Agenda: August 11, 2026

Submitted By: Cecily Hope Pretty, Deputy City Manager

Reviewed By: Jason Ogden, City Manager / Police Chief
Cindi Robeck, Financial Operations Manager

Type of Action: Motion ☒ Resolution ☐ Reading ☐

Relevant Code/Policy: Resolution No. 20 for 2017

Towards Council Goal: Effective & Efficient Government, Essential Services

Attachments: Formal Bill Dispute Letter from JNJJ, Inc.
Payment & Contact History for 1207 Long Street
Resolution No. 20 for 2017
Resolution No. 19 for 2017

Purpose of this RCA:

To seek City Council direction regarding a utility bill dispute for 1207 Long Street at the request of John Suh of JNJJ, Inc. d.b.a. Mr. Lucky's Deli.

Background/Context:

The City has an approved procedure to challenge a disputed water/sewer bill as established by Resolution No. 20 for 2017.

On May 22, 2025, Public Works notified the accountholder of 1207 Long Street, also known as Mr. Lucky's Deli, of high water consumption following a meter reading and an active leak code at the site. A leak in a drink machine was discovered and repaired at this time. However, water consumption remained high and staff communicated repeatedly with the accountholder and store manager that there continued to be an issue with a leak, which the store manager and accountholder have repeatedly disputed.

On September 11, 2025, the store manager provided a letter from Hamil Construction Group Inc which stated that they conducted a plumbing inspection and water leak verification and found no evidence of leaks, contrary to staff's evidence. City staff attempted to contact the contractor but did not receive a response, and staff could not find a current Construction Contractors Board license for the company, so they were unable to corroborate the report. Water consumption remained high and staff continued to communicate with the store manager regarding the issue and past due balances over the next several months.

The store manager submitted a request for a leak adjustment in February 2026, upon which it was noted that three toilet repairs were performed in November and December. A review of the

consumption history shows that consumption (and therefore billing) normalized after this time. Though the drink machine and toilet leaks do not technically qualify for bill credit through the City's leak adjustment policy (Resolution No. 19 for 2017), staff granted a one-time exception and credited the accountholder \$810.16 for the months of May and June 2025 (as two months is the maximum allowed under the policy).

The Challenge/Problem:

The accountholder has not kept current with payments on their account since June 2025. Staff attempted to work with the accountholder and did not shut off service for non-payment for several months while attempting to come to a resolution in good faith and not interrupt an active business, even though City policy allows interruption of service due to any delinquent payments.

On May 7, 2026, City staff contacted the store manager, who was communicating on behalf of Mr. Suh, to suggest setting up a payment plan to deal with the account balance by having the accountholder pay the current month's bill plus an additional minimum of \$200 in order to continue to receive service. Staff received a letter of rejection of this plan from Mr. Suh dated 5/9.

Payments since the issue began have been inconsistent and in amounts far less than the balance as evidenced in the payment history dating back to January 2025. The water service to 1207 Long Street was finally shut off on July 8, 2026 and restored within 24 hours once a \$500 payment was made. An additional payment in the amount of \$160 was made on July 20th.

In accordance with the City's dispute policy, Mr. Suh escalated his dispute through the utility billing staff (8/13/25), at which point staff attempted to work with the property owner and manager for several months, then the Finance Director (5/12/26), and then the City Manager (6/1/26). All three disputes were denied. The next and final step is for the dispute to be placed on a City Council agenda for final determination by the City Council; Mr. Suh requested this via certified letter dated July 23, 2026 and received at City Hall on July 27, 2026. The disputed amount is listed as "approximately \$5,000" which is in excess of the account balance, which totals \$4,579.17 as of July 28th.

City Council needs to determine whether they agree with the dispute and if so, how the balance should be reduced. Since the toilet repairs were completed, the average monthly bill has been \$158.75 (January 2026-July 2026). The City Council's decision regarding the dispute will be final.

Issues and Financial Impacts:

The current account balance of \$4,579.17 is owed to the City based on the measured consumption at 1207 Long Street as well as late fees that have accrued (\$1,037.37 in late fees). Should the City Council determine that this amount does not need to be paid, it will impact the Water Fund.

Elements of a Stable Solution:

Direction that supports a fair and consistent resolution in accordance with City policies.

Options:

1. Move to deny the dispute and require payment in full in order to receive water service: The account holder will remain responsible for the full amount of the disputed bill and will be subject to turnoff of water service until the bill is paid in full.
2. Move to deny the dispute and require acceptance of staff's proposed payment plan: The accountholder shall be required to pay, at minimum, the amount of the current month's bill plus \$200; failure to pay this amount on time will result in interruption of service.
3. Move to approve the dispute: Direct staff to forgive the balance with an exact dollar amount that should be paid or the specific methodology staff should use to recalculate the bill.
4. Provide other guidance to staff: Move to approve a different resolution to the dispute; staff will need clear direction on any modifications to the dispute request.

JNJJ, INC.

P.O. Box 682 • Sweet Home 97386

Date: July 23, 2026

From: John Suh/ JNJJ, Inc. (d.b.a. Mr. Lucky's Deli)

P.O. Box 682, Sweet Home, OR 97386



To: City of Sweet Home Attn: Matthew Brown, Finance Director Attn: Jason Ogden, City Manager 3225 Main Street Sweet Home, OR 97386

RE: FORMAL BILL DISPUTE, ILLEGAL WATER SHUTOFF PROTEST, AND DEMAND FOR CITY COUNCIL HEARING Account #: 019919-000 Property Address: 1207 Long Street, Sweet Home, OR 97386

Disputed Amount: Approximately \$5,000.00

To the Finance Director and City Manager:

This office writes to formally protest and dispute the egregious billing practices and the subsequent, unwarranted disconnection of water services at the above-referenced commercial property on July 8, 2026.

JNJJ, Inc. has demonstrated consistent good faith by maintaining regular monthly payments of approximately \$160.00 via credit card, under the management of our restaurant operations. The City's abrupt decision to completely shut off water services to an active food service establishment—despite ongoing communications and documented payment history—constitutes an arbitrary action that has caused immediate, severe financial damages to our business operations.

Please be advised of the following formal demands and position of JNJJ, Inc.:

1. Immediate Production of Accounts and Statements: Pursuant to public records standards and formal dispute protocols, we hereby demand a complete, itemized copy of all historical billing statements, usage logs, payment records, and leak adjustment calculations related to Account #019919-000 from May 2025 to the present date. We require these documents immediately to conduct a full forensic audit of the alleged \$5,000 balance.
2. Formal City Council Agenda Placement: Pursuant to City Resolution 20 for 2017, I am formally demanding to be placed on the agenda for the next regularly scheduled Sweet Home City Council meeting. I intend to present formal objections directly to the Council to seek a mandatory adjustment and equitable resolution of this disputed amount.

3. Reservation of Legal Rights: If the City of Sweet Home fails to cooperate in resolving this dispute equitably, or refuses to adjust this unsubstantiated balance, JNJJ, Inc. is prepared to take immediate escalating action. This includes, but is not limited to, filing formal complaints with all relevant state regulatory bodies, consumer protection agencies, and commencing commercial litigation to recover operational damages caused by the shutdown.

We expect a prompt administrative stay on any further punitive actions and immediate written confirmation of our placement on the City Council agenda. Please forward the requested complete statement history to my attention at the address listed above.

Sincerely,



John Suh/Legal Department

JNJJ, Inc.

**1207 Long Street
Account #019919-000**

Date	Comment	Bill Amount	Account Balance
7/27/2026	City receives letter requesting dispute to go to City Council		
7/20/2026	Payment	(\$160.00)	\$4,579.17
7/16/2026	Past Due Notice	\$0.00	\$4,739.17
7/9/2026	Payment	(\$500.00)	\$4,739.17
7/8/2026	Turn Off Fee	\$40.00	\$5,239.17
7/2/2026	IVR Call	\$0.00	\$5,199.17
6/25/2026	Billing	\$150.47	\$5,199.17
6/25/2026	Late Fee	\$77.21	\$5,048.70
6/16/2026	Past Due Notice	\$0.00	\$4,971.49
6/10/2026	Letter sent from City Manager denying dispute		
6/4/2026	IVR Call	\$0.00	\$4,971.49
6/1/2026	Mr. Suh sends letter rejecting payment plan and disputing the bill		
5/28/2026	Billing	\$173.13	\$4,971.49
5/28/2026	Late Fee	\$73.81	\$4,798.36
5/19/2026	Letter sent from Finance Director denying dispute		
5/18/2026	Past Due Notice	\$0.00	\$4,724.55
5/12/2026	Mr. Suh sends letter dated 5/9 rejecting the payment plan and disputing the bill		
5/7/2026	Staff works with store manager to establish a payment plan		
4/28/2026	Billing	\$172.12	\$4,724.55
4/28/2026	Past Due Notice	\$70.40	\$4,552.43
4/16/2026	Past Due Notice	\$0.00	\$4,482.03
4/9/2026	Payment	(\$400.00)	\$4,482.03
4/8/2026	Turn Off Fee	\$40.00	\$4,882.03
3/26/2026	Billing	\$158.49	\$4,842.03
3/26/2026	Late Fee	\$72.49	\$4,683.54
3/17/2026	Past Due Notice	\$0.00	\$4,611.05
3/11/2026	Payment	(\$160.00)	\$4,611.05
3/11/2026	Payment	(\$160.00)	\$4,771.05
2/26/2026	Billing	\$168.51	\$4,931.05
2/26/2026	Late Fee	\$73.43	\$4,762.54
2/17/2026	Past Due Notice	\$0.00	\$4,689.11
2/4/2026	Leak Adjustment May 2025	(\$386.10)	\$4,689.11
2/4/2026	Leak Adjustment June 2025	(\$424.06)	\$5,075.21
2/4/2026	Leak adjustment requested and approved		
1/29/2026	Billing	\$140.66	\$5,499.27
1/29/2026	Late Fee	\$82.54	\$5,358.61
1/19/2026	Past Due Notice	\$0.00	\$5,276.07
12/29/2025	Billing	\$661.90	\$5,276.07
12/29/2025	Late Fee	\$71.76	\$4,614.17
12/17/2025	Past Due Notice	\$0.00	\$4,542.41
12/17/2025	Payment	(\$160.00)	\$4,542.41

**1207 Long Street
Account #019919-000**

Date	Comment	Bill Amount	Account Balance
12/16/2025	PW checks for leaks, no leak code found		
12/10/2025	Staff communicates with manager re: high consumption		
12/9/2025	PW checks for leaks, leak code found		
11/26/2025	Billing	\$801.18	\$4,702.41
11/26/2025	Late Fee	\$61.45	\$3,901.23
11/25/2025	Staff communicates with manager re: high consumption		
11/17/2025	Past Due Notice	\$0.00	\$3,839.78
11/6/2025	Payment	(\$160.00)	\$3,839.78
10/29/2025	Billing	\$1,037.25	\$3,999.78
10/29/2025	Late Fee	\$47.81	\$2,962.53
10/23/2025	Staff communicates with manager re: high consumption		
10/20/2025	Past Due Notice	\$0.00	\$2,914.72
9/29/2025	Billing	\$915.41	\$2,914.72
9/25/2025	Late Fee	\$33.80	\$1,999.31
9/25/2025	Payment	(\$160.00)	\$1,965.51
9/23/2025	Staff communicates with manager re: high consumption		
9/16/2025	PW tests pressure, meets with manager to explain issue and leak		
9/16/2025	Past Due Notice	\$0.00	\$2,125.51
9/11/2025	Manager provides letter from Hamil Construction Group Inc re: no leak found; staff attempts contact without success		
9/11/2025	Payment	(\$326.00)	\$2,125.51
9/10/2025	Turn Off Fee	\$40.00	\$2,451.51
8/28/2025	Billing	\$657.49	\$2,411.51
8/28/2025	Late Fee	\$30.17	\$1,754.02
8/20/2025	Staff provides letter with meter report and list of potential leak detection/plumbing contractors		
8/19/2025	PW checks for leaks, leak code found		
8/18/2025	Past Due Notice	\$0.00	\$1,723.85
8/13/2025	Store manager sends letter stating there is no leak and disputes charges		
8/7/2025	PW checks for leaks, leak code found		
7/29/2025	Billing	\$504.19	\$1,723.85
7/29/2025	Late Fee	\$22.50	\$1,219.66
7/24/2025	PW checks for leaks, flow still too high; door hanger left for customer		
7/17/2025	Past Due Notice	\$0.00	\$1,197.16
7/8/2025	Staff leaves voicemail re:account balance; follows up on previous email		
6/30/2025	Leak adjustment information sent to customer		
6/26/2025	Billing	\$767.91	\$1,197.16
6/26/2025	Late Fee	\$11.04	\$429.25
6/16/2025	Payment	(\$300.00)	\$418.21
6/16/2025	Past Due Notice	\$0.00	\$718.21
6/4/2025	PW checks for leaks, flow still too high		
5/29/2025	Billing	\$718.21	\$718.21
5/22/2025	Staff notices high consumption; PW checks for leaks, leak code found		

1207 Long Street
Account #019919-000

Date	Comment	Bill Amount	Account Balance
5/15/2025	Payment	(\$287.75)	\$0.00
4/28/2025	Billing	\$287.75	\$287.75
4/15/2025	Payment	(\$158.30)	\$0.00
3/27/2025	Billing	\$158.30	\$158.30
3/17/2025	Payment	(\$269.11)	\$0.00
2/28/2025	Billing	\$269.11	\$269.11
2/18/2025	Payment	(\$163.70)	\$0.00
1/29/2025	Billing	\$163.70	\$163.70

RESOLUTION NO. 20 for 2017

A RESOLUTION SETTING FORTH THE PROCEDURE FOR CHALLENGING A DISPUTED WATER/SEWER BILL.

WHEREAS, the Sweet Home City Council has provided that "Rules" can be adopted as Resolutions to carry out provisions of Water and Wastewater (Sewer) Ordinances in accordance with Ordinance 1174 and 1175; and

WHEREAS, the City desires to establish a formal written procedure for challenging a disputed water/sewer bill.

NOW, THEREFORE, BE IT RESOLVED BY THE SWEET HOME CITY COUNCIL that effective upon passage of this Resolution, the following shall be in effect:

The procedure for challenging a disputed water/sewer bill is as follows:

PROCEDURE FOR CHALLENGING A DISPUTED WATER/SEWER BILL

STEP ONE:

Contact City Hall water department staff at 541-367-5128, 1140 12th Avenue, Sweet Home, Oregon 97386-2111.

If no resolution to disputed bill is forthcoming from city staff, proceed to Step Two.

STEP TWO:

Contact Finance Director at 541-367-5128, 1140 12th Avenue, Sweet Home, Oregon 97386-2111.

If no resolution to disputed bill is forthcoming from Finance Director, proceed to Step Three.

STEP THREE:

Contact City Manager at 541-367-8969, 1140 12th Avenue, Sweet Home, Oregon 97386-2111.

If no resolution to disputed bill is forthcoming from City Manager, proceed to Step Four.

STEP FOUR:

Present your disputed bill objections to Sweet Home City Council at a regular scheduled meeting. The City Council has their regular scheduled meetings the second and fourth Tuesday of each month. To be placed on the City Council agenda for an upcoming meeting you need to contact the City Manager at 541-367-8969, 1140 12th Avenue, Sweet Home, Oregon 97386-2111 on or before the Wednesday before the next regular scheduled meeting.

STEP FIVE:

The direction of Sweet Home City Council on the disputed bill shall be final.

The telephone numbers and addresses above can be changed, as needed, without a further Resolution.

This resolution supersedes any/all prior resolutions setting forth the procedure for challenging a disputed water/sewer bill including Resolution No. 6 for 2011.

PASSED by the City Council and approved by the Mayor this 24th day of October, 2017.

A handwritten signature in black ink, appearing to be "D. H. ...", written over a horizontal line.

Mayor

ATTEST:

A handwritten signature in blue ink, appearing to be "D. M. ...", written over a horizontal line.

City Manager – Ex Officio City Recorder

RESOLUTION NO. 19 for 2017

A RESOLUTION ADOPTING LEAK ADJUSTMENT POLICY FOR WATER AND WASTEWATER UTILITY ACCOUNTS

WHEREAS, the Sweet Home City Council has provided that "Rules" can be adopted as Resolutions to carry out provisions of Water and Wastewater (Sewer) Ordinances in accordance with Ordinance No. 1174 and 1175; and

WHEREAS, Sweet Home Municipal Code (SHMC) 13.04.030 Billing, Payment Delinquencies and Penalties states "Adjustment of utility bills when water pipes break on the customer's side of the water meter maybe adjusted upon customer request..."; and

WHEREAS, City desires to establish a formal policy regarding water and/or wastewater account deposits.

NOW, THEREFORE, BE IT RESOLVED BY THE SWEET HOME CITY COUNCIL that effective upon passage of this Resolution, the following shall be in effect:

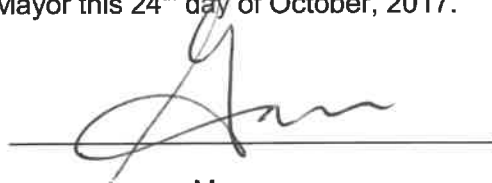
The following policy is in regards to adjusting utility accounts when account holder experiences an "excess in water usage" due to water supply break, failure, and/or leak on the customer (private) side of the water meter beyond their control

- A utility bill MAY be adjusted, AFTER proof (i.e plumbers invoice, parts receipts, plumbing permit, etc.) has been provided to the City that the supply line has been repaired or corrected, according to the following:
 - The charge for water billing will be based upon the average consumption for the billing periods of the previous 12 months beginning with the month just prior to when the problem occurred, PLUS ½ of the water consumption measured in excess of the above referenced average for the billing period the problem occurred.
 - If the charge for sewer billing is based upon the volume of water metered, any/all adjustments will be based upon the 12 month average consumption described above unless billing was not affect by this "excess water usage" i.e. during Winter Averaging.
 - Customer must request a leak adjustment within six (6) months of the occurrence. Requests for adjustments beyond six (6) months will not be considered.
 - If approved, the adjustment to the bill will be for no more than the last two billing periods.
 - No leak adjustment is allowed for a leaking toilet or for negligent failure to repair a leak.

- One adjustment per utility account will be allowed per calendar year (rolling 12 month year from last occurrence)

This resolution supersedes any/all prior resolutions adopting a leak adjustment policy for water and wastewater utility accounts including Resolution No. 10 for 2006.

PASSED by the City Council and approved by the Mayor this 24th day of October, 2017.


Mayor

ATTEST:


City Manager – Ex Officio City Recorder



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Resolution No. 15 for 2026 – Approving Traffic Control “Stop” Signs

Preferred Agenda: August 11, 2026

Submitted By: Angela Clegg, Planning & Building Manager

Reviewed By: Jason Ogden, City Manager / Police Chief
Cecily Pretty, Deputy City Manager

Type of Action: Motion ☐ Resolution ☒ Reading ☐

Relevant Code/Policy: SHMC 10.04.030

Towards Council Goal: Sustainable Infrastructure

Attachments: Resolution No. 15 for 2026
Exhibit A – Mountain River Subdivision Map
Exhibit B – Coulter Subdivision Phase 1 Map
Exhibit C – Clearwater Subdivision Map

Purpose of this RCA:

The purpose of this RCA is to present Resolution No. 15 for 2026, which would authorize “Stop” signs at approved subdivision intersections.

Background/Context:

The Planning Commission approved three subdivisions on the following dates: Mountain River Subdivision on December 22, 2020; Clearwater Subdivision on June 20, 2022; and Coulter Subdivision on March 26, 2024. Each subdivision includes new public street intersections that require traffic control signage. Under Sweet Home Municipal Code 10.04.030, installation of traffic control signs must be approved by the City Council.

Mountain River Subdivision (Exhibit A)

Two existing stop signs require Council approval:

- South intersection of Ninebark Loop and 45th Avenue
- North intersection of Ninebark Loop and 45th Avenue

Coulter Subdivision (Exhibit B)

Seven existing stop signs require Council approval:

- Greenleaf Street and 43rd Avenue
- Greenleaf Street and 44th Avenue
- Engelmann Street and 43rd Avenue
- Two (2) at Engelmann Street and 44th Avenue
- Coulter Lane and 44th Avenue
- Coulter Lane and 43rd Avenue

Clearwater Subdivision (Exhibit C)

One stop sign is needed at the intersection of Knotty Pine Court and 45th Avenue.

The Challenge/Problem:

Under current code, the City is unable to deem the existing stop signs enforceable and therefore they are not true traffic control devices.

Issues and Financial Impacts:

Signs in the Mountain River subdivision have already been installed; the new sign would cost approximately \$400 total.

Elements of a Stable Solution:

A decision which provides for the safe and efficient flow of pedestrian and vehicle traffic through the intersections in question.

Options:

1. Move to deny Resolution No. 15 for 2026: Existing stop signs will be removed and new signs will not be installed.
2. Move to approve Resolution No. 15 for 2026 as proposed: Staff will move forward with sign installation.
3. Move to approve Resolution No.15 for 2026 with amendments: City Council may propose revisions to the Resolution for approval.

Recommendation:

Staff recommends option #2: Move to approve Resolution No. 15 for 2026 as proposed.

RESOLUTION NO. 15 FOR 2026

A RESOLUTION APPROVING TRAFFIC CONTROL “STOP” SIGNS.

WHEREAS, Sweet Home Municipal Code §10.04.030 states that the City Council may, by resolution, establish or alter traffic controls which shall become effective upon the installation of appropriate signs, signals, or other markings; and

WHEREAS, the City of Sweet Home staff has considered and does recommend that the following controls be established; and

WHEREAS, the City Council has reviewed the recommendation of staff regarding the following controls and has agreed that they should be established.

NOW, THEREFORE, THE CITY OF SWEET HOME DOES RESOLVE AS FOLLOWS:

Section 1. “Stop” signs regulating traffic in Mountain River Subdivision are installed at the north and south intersections of Ninebark Loop and 45th Avenue, thus making the intersections a one-way stop, and shall be in full force and effect upon sign installation.

Section 2. “Stop” signs regulating traffic in Clearwater Subdivision shall be installed at the intersection of Knotty Pine Court and 45th Avenue, thus making the intersection a one-way stop, and shall be in full force and effect upon sign installation.

Section 3. “Stop” signs regulating traffic in Coulter Subdivision shall be installed at the intersections of Greenleaf Street and 43rd Avenue, Greenleaf Street and 44th Avenue, Engelmann Street and 43rd Avenue, Engelmann Street and 44th Avenue (two signs), Coulter Lane and 44th Avenue, and Coulter Lane and 43rd Avenue, and shall be in full force and effect upon sign installation.

Section 4. Effective Date. This Resolution shall be in full force and effect from and after its passage.

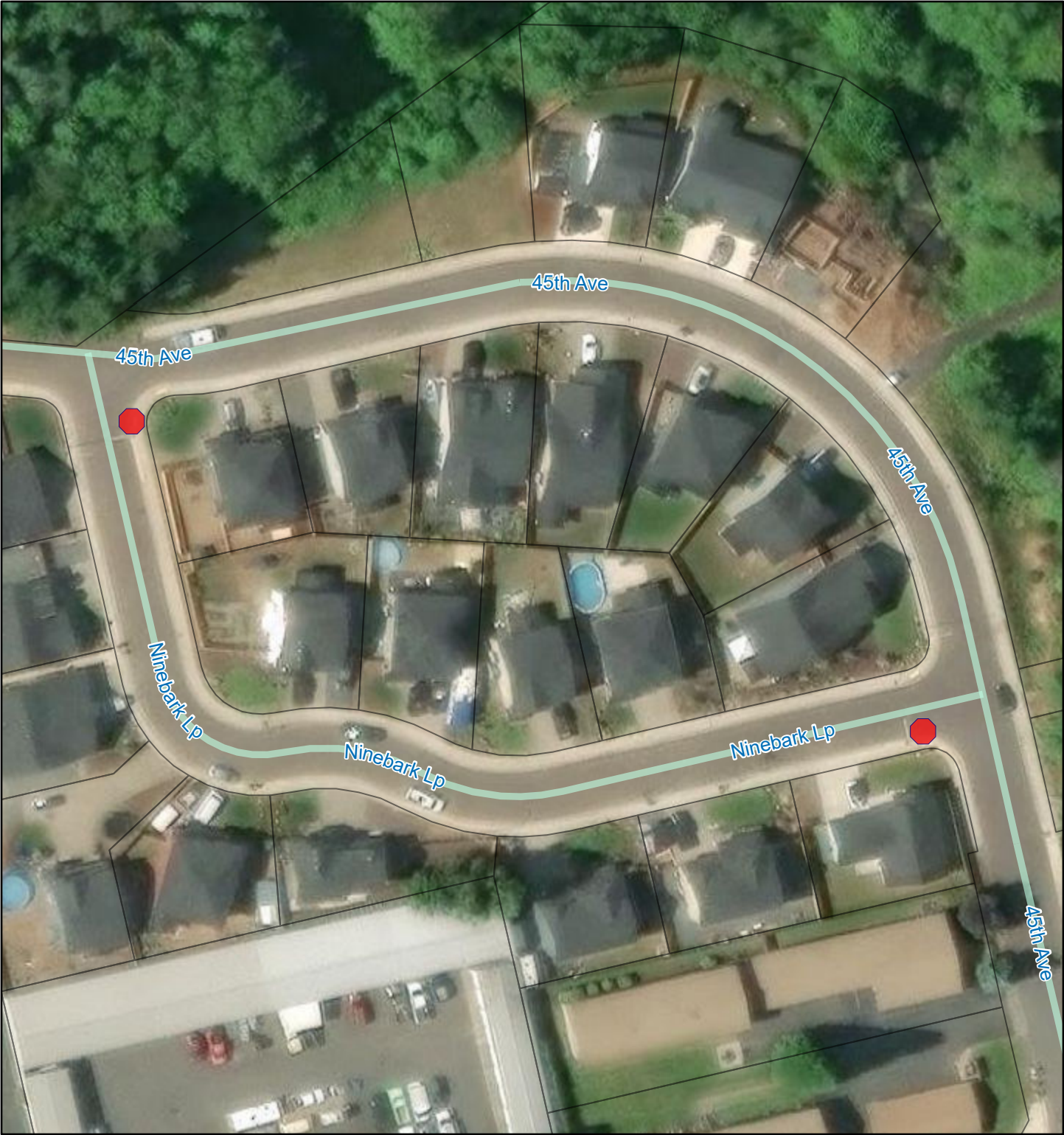
PASSED by the Council and approved by the Mayor this 11th day of August, 2026.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder

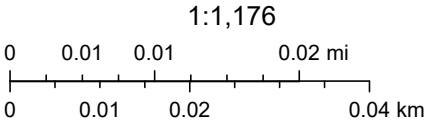
Stop Signs - Mountain River Subdivision



7/28/2026

- TaxLotsSweetHome Web View
- Roads
- World Imagery
- Low Resolution 15m Imagery

High Resolution 60cm Imagery
High Resolution 30cm Imagery
Citations



Microsoft, Vantor

Coulter Sub

Write a description for your map.

Legend

- 160597060.983
- Feature 1
- Feature 2

Google Earth

Image © 2026 Airbus

stop

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43rd Ave

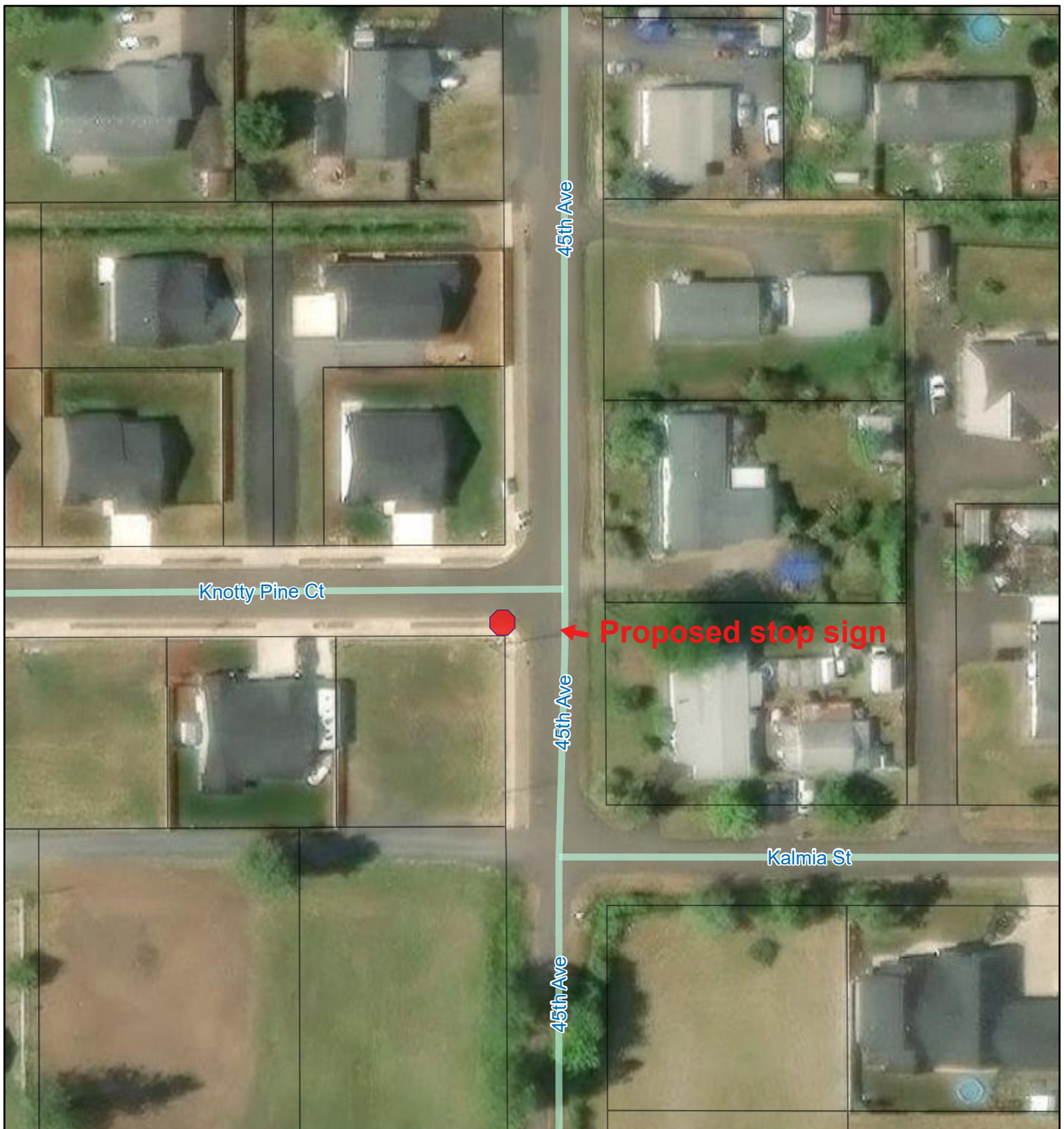
Coulter Ln

Coulter Ln



500 ft

Stop Sign - Clearwater Subdivision



7/28/2026

 TaxLotsSweetHome Web View

 Roads

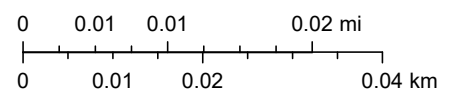
World Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

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Microsoft, Vantor



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Ordinance No. 3 for 2026 – Ordinance No. 1341 – Amending SHMC 2.04.030 Nominations & Declaring the Need for an Expediency Clause

Preferred Agenda: August 11, 2026

Submitted By: Cecily Hope Pretty, Deputy City Manager

Reviewed By: Jason Ogden, City Manager / Police Chief

Type of Action: Motion ☒ Resolution ☐ Reading ☒

Relevant Code/Policy: House Bill 4024 (2024), SHMC 2.04.030

Towards Council Goal: Effective & Efficient Government

Attachments: Ord. No. 3 for 2026
SHMC 2.04.030 – Redline Version

Purpose of this RCA:

The purpose of this RCA is to amend section 2.04.030 of Sweet Home Municipal Code (SHMC) to bring it into compliance with changes to Oregon candidate filing regulations made effective in 2024 through House Bill 4024.

Background/Context:

The Oregon State Legislature made changes to several portions of election-related code in its 2024 session, including a requirement that incumbent candidates shall now have a filing deadline seven (7) days sooner than non-incumbent candidates. The City's current code related to the timing of candidate filing was last updated in 1986 through Ordinance 949.

A first reading of the proposed Ordinance was conducted during the July 14, 2026 City Council meeting. A second reading by title only was conducted during the July 28, 2026 City Council meeting.

The Challenge/Problem:

House Bill 4024 has created a conflict with SHMC 2.04.030 which needs to be resolved in order for the City's Code to be compliant with the new regulations. The proposed amendment separates the Code section into two parts to distinguish between the requirements for non-incumbent vs. incumbent candidates.

Issues and Financial Impacts:

There is no fiscal impact as a result of these changes. The City does not have the authority to override this regulation so in the event the conflict remains in SHMC 2.04.030, staff will still enforce the provisions of HB 4024.

Elements of a Stable Solution:

Approval of changes that will align the City's code with State requirements and to resolve the conflict prior to the closure of the candidate filing period for the November 2026 City Council election.

Options:

1. Move to deny Ordinance No. 3 for 2026: The Code section will stay as it currently is with no changes and will remain in conflict with State requirements.
2. Move to approve Ordinance No. 3 for 2026 as proposed: The Code changes will take effect immediately.
3. Move to approve Ordinance No. 3 for 2026 with amendments: City Council may propose revisions to the Ordinance.

Recommendation:

Staff recommends option #2: Move to approve Ordinance No. 3 for 2026 as proposed.

ORDINANCE BILL NO. 3 FOR 2026

ORDINANCE NO. 1341

**AN ORDINANCE AMENDING SWEET HOME MUNICIPAL CODE (SHMC) 2.04.030
NOMINATIONS & DECLARING THE NEED FOR AN EXPEDIENCY CLAUSE**

WHEREAS, current procedures for filing for elective office are detailed in the SHMC; and

WHEREAS, existing filing deadlines were established by Ordinance 949; and

WHEREAS, recent changes to State law under House Bill (HB) 4024 establishing an earlier filing deadline for incumbent candidates contradict existing Municipal Code; and

WHEREAS, this is the first Sweet Home City Council election to be affected by HB 4024;

NOW, THEREFORE, THE CITY OF SWEET HOME DOES ORDAIN AS FOLLOWS:

Section 1. SHMC Chapter 2.040.030 Nominations is hereby amended as follows:

2.04.030 NOMINATIONS

Only a qualified elector under State law who has resided in the City at least one year immediately before the election may be nominated for the Council by one of the following methods.

A. For Non-Incumbent Candidates:

1. A petition to make such a nomination shall be signed by not less than ten, nor more than 20, electors. No elector shall sign more than one such petition and, should an elector do so, their signature shall be void as to the petition or petitions last filed. The petitions shall be filed not earlier than 100 days, nor later than 64 days, before the election date. Each candidate shall have the signatures of the electors on their petition verified by the County Elections Officer, prior to filing the petition with the City Elections Officer.
2. A declaration of candidacy shall be signed and a fee set by Council Resolution shall be paid to the City at the time of filing. The declaration of candidacy shall be filed not earlier than 100 days, nor later than 64 days, before the election date.
3. A write-in vote at the time of the election as allowed by State law.

B. For Incumbent Candidates:

1. A petition to make such a nomination shall be signed by not less than ten, nor more than 20, electors. No elector shall sign more than one such petition and, should an elector do so, their signature shall be void as to the petition or petitions last filed. The petitions shall be filed not earlier than 100 days, nor later than 71 days, before the election date. Each candidate shall have the signatures of the electors on their petition verified by the County Elections Officer, prior to filing the petition with the City Elections Officer.

2. A declaration of candidacy shall be signed and a fee set by Council Resolution shall be paid to the City at the time of filing. The declaration of candidacy shall be filed not earlier than 100 days, nor later than 71 days, before the election date.
3. A write-in vote at the time of the election as allowed by State law.

Section 2. Expediency Clause. Whereas the statutory changes resulting from passage of HB 4024 are already in effect, it is hereby adjudged and declare than an emergency exists and existing conditions are such that this Ordinance is needed to be immediately enforced upon its passage. Therefore, this Ordinance shall take effect and be in full force and effect from and after its passage and approval.

PASSED by the Council and approved by the Mayor this 11th day of August, 2026.

Mayor

ATTEST:

City Manager – Ex Officio City Recorder

2.04.030 NOMINATIONS

Only a qualified elector under State law who has resided in the City at least one year immediately before the election may be nominated for the Council by one of the following methods.

A. For Non-Incumbent Candidates:

~~A.1.~~ A petition to make such a nomination shall be signed by not less than ten, nor more than 20, electors. No elector shall sign more than one such petition and, should an elector do so, ~~his or her~~ their signature shall be void as to the petition or petitions last filed. The petitions shall be filed not earlier than 100 days, nor later than 64 days, before the election date. Each candidate shall have the signatures of the electors on ~~his or her~~ their petition verified by the County Elections Officer, prior to filing the petition with the City Elections Officer.

~~B.2.~~ A declaration of candidacy shall be signed and a fee set by Council Resolution shall be paid to the City at the time of filing. The declaration of candidacy shall be filed not earlier than 100 days, nor later than 64 days, before the election date.

3. A write-in vote at the time of the election as allowed by State law.

B. For Incumbent Candidates:

1. A petition to make such a nomination shall be signed by not less than ten, nor more than 20, electors. No elector shall sign more than one such petition and, should an elector do so, their signature shall be void as to the petition or petitions last filed. The petitions shall be filed not earlier than 100 days, nor later than 71 days, before the election date. Each candidate shall have the signatures of the electors on their petition verified by the County Elections Officer, prior to filing the petition with the City Elections Officer.

2. A declaration of candidacy shall be signed and a fee set by Council Resolution shall be paid to the City at the time of filing. The declaration of candidacy shall be filed not earlier than 100 days, nor later than 71 days, before the election date.

3. A write-in vote at the time of the election as allowed by State law.

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CITY OF SWEET HOME COMMUNITY HEALTH COMMITTEE MEETING MINUTES

July 22, 2026, 4:00 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Mission Statement

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

Call to Order & Pledge of Allegiance

The meeting was called to order at 4:01 PM.

Roll Call

PRESENT

Chair Kelsey Ann Wray
Vice Chair Bob Dalton
Committee Member Dr. Larry Horton
Committee Member Wanda Jones
Committee Member Dick Knowles

ABSENT

Committee Member Michael Grenz
Committee Member Shirley Schumacher

COUNCIL

Councilor Ken Bronson, Council Liaison

STAFF

Jason Ogden, City Manager / Police Chief
Cecily Hope Pretty, Deputy City Manager
Adam Leisinger, Special Projects Manager

Approval of Minutes

- a) 2026-06-24 Community Health Committee Meeting Minutes

Committee Member Knowles moved to approve the minutes of the June 24, 2026 Community Health Committee. Committee Member Horton seconded the motion. The motion carried by the following vote:

AYE: Wray, Dalton, Horton, Jones, Knowles

NAY: None

ABSENT: Grenz, Schumacher

Recognition of Visitors / Public Comment

There were no visitors to be heard.

Old Business

- a) Health Fair Update

Vice Chair Dalton stated he had received 34 vendor applications with 38 tables reserved and anticipated a few more responses. He noted that banners would be placed out soon. He stated that free hot dogs and

snow cones would be provided by the Rotary Club. He added that he had invited the Oregon State University's mobile eye clinic to attend for the first time.

No action was required for this item.

b) Review of Committee Goals

Vice Chair Dalton provided the Committee with the list of goals they had last established and asked for Committee input on how to progress on the goals and improve communication with the City Council and community.

No action was required for this item.

New Business

a) National Night Out Participation

Deputy City Manager Pretty asked if the Committee had decided whether to participate in National Night Out.

Vice Chair Dalton asked for clarification on the typical participants. City Manager Ogden stated that it was an opportunity for the community to develop relationships primarily with law enforcement and first responders but it was for building community and providing family-friendly activities. Chair Wray volunteered to host a table.

No action was required for this item.

Committee Business for the Good of the Order

Deputy City Manager Pretty reported that a little over \$1,600 had been raised toward the \$2,500 goal for the communication board in Sankey Park.

Committee Member Knowles raised the question as to whether the Committee should address the recent cyclospora outbreak. Chair Wray stated that she could provide an FAQ from the Oregon Health Authority at National Night Out.

Adjournment

There being no further discussion, the meeting was adjourned at 4:36 PM.

ATTEST:

Chair

City Manager – Ex Officio City Recorder



**Sweet Home
Community**

HEALTH FAIR



**Saturday,
August 15, 2026**

9:00am - 2:00pm

**at Sweet Home High School
1641 Long Street**

**Free Hotdogs
&
Snow cones!**

Music!

Free Resources

- *Kids School Backpack*
- *Housing Services*
- *Mental Health Resources*
- *Services for Seniors*
- *Physical Health Resources*
- *30+ additional resources*

This year's free event offers a diverse range of healthcare services: Samaritan Health Services, , Linn-Benton Housing Authority, Linn County Mental Health Advisory Board, SHEM, Jackson Street Youth Services, 211 Emergency, Family Assistance and Resource Center Group, United Way, Western University of Health Sciences, Linn County Alcohol and Drug, Linn County Public Health, Sweet Home Teen Pregnancy, Plus many more.

*For Additional Information, contact Bob Dalton
at 541-912-9085 or outlawbdalton@yahoo.com*





CITY OF SWEET HOME PARK & TREE COMMITTEE MEETING MINUTES

July 21, 2026, 4:00 PM
3225 Main Street, Sweet Home, OR 97386

Mission Statement

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

Call to Order and Pledge of Allegiance

The meeting was called to order at 4:00 PM.

Roll Call of Park & Tree Committee Members

PRESENT

Chair Matthew Bechtel
Vice Chair Lena Tucker
Committee Member Deena Bechtel
Committee Member Melanie Jones
Committee Member Debra Northern
Committee Member Scott Swanson

STAFF

Cecily Hope Pretty, Deputy City Manager
Sean Hegge, Public Works Operations Lead
Adam Leisinger, Special Projects Manager
Dominic Valloni, Interim Public Works Director

Time Reports

Chair Bechtel provided time reports to staff.

No action was required for this item.

Meeting Minutes

- a) 2026-06-16 Park & Tree Committee Meeting Minutes

Committee Member Jones noted a misspelling and moved to approve the minutes of the June 16, 2026 Park & Tree Committee meeting with corrections. Committee Member Bechtel seconded the motion. The motion carried by the following vote:

AYE: M. Bechtel, Tucker, D. Bechtel, Jones, Northern, Swanson

NAY: None

Public Comment

There was no Public Comment to be heard.

Beautification Committee Update:

- a) 2026-07-09 Beautification Committee Meeting Minutes

Committee Member Jones stated that she visited Bauman's Farm with Beautification Committee Chair Candy Snyder to look at new plants and consider color combinations for the following year's plantings. She reviewed the recent and upcoming weeding schedule for the medians.

Vice Chair Tucker highlighted the success of the red, white, and blue theme of the current year's plantings. No action was required for this item.

Old Business

Sankey Park Phase III

Deputy City Manager Pretty stated that all project components except the bandstand were in the closeout phase. She noted that the bandstand was still under engineering review. She stated that one round of hydroseeding on the hillside was completed with at least one more planned to assist with erosion control.

No action was required for this item.

Monthly Park Clean Up Report

Chair Bechtel stated that some of the Committee recently surveyed Ashbrook Park and it was in generally good condition. Vice Chair Tucker added that the trees were in good health and highlighted the availability of the exercise station. Committee Member Northern stated that she would like to see fitness equipment in more parks. Deputy City Manager Pretty stated that a larger fitness park would be completed next to City Hall in the next couple of months.

Chair Bechtel stated that the tree inventory had recently been updated.

Vice Chair Tucker suggested looking for grant opportunities to update playground equipment. Deputy City Manager Pretty stated that playground equipment was not currently in the budget but staff was reviewing potential funding options to take advantage of a current playground grant.

No action was required for this item.

Misc. Park Updates

Deputy City Manager Pretty stated that Operations Lead Hegge suggested to management that Quarry Park might be a good site for a disc golf park. She highlighted the current development of a disc golf park at that location under the design and guidance of Avery Jenkins, an international disc golf champion and course designer. She stated that concrete for the City Hall fitness park would be poured soon with a ribbon-cutting tentatively planned for September.

Chair Bechtel asked of the status of the desired crossing at 24th Avenue to connect to Quarry Park. Deputy City Manager Pretty replied that ODOT did not renew their agreement with the City for the public crossing due to lack of funding but would be supportive of a new agreement once funding was secured. She added that one of the other challenges to building the corridor was the necessity of securing right-of-way north through private property, which was not likely to be successful if the crossing project was not funded. Committee Member Swanson asked of the cost of the crossing upgrade. Deputy City Manager Pretty replied that inflation had not been calculated but estimated it at close to \$3 million.

No action was required for this item.

EAB Traps

Operations Lead Hegge stated that no emerald ash borers were found in the traps set by Public Works. He noted that staff would deploy fresh bait and continue monitoring. Deputy City Manager Pretty stated that staff created a webpage with additional information for the public about the EAB.

No action was required for this item.

New Business

There was no new business to be heard.

Round Table Discussions

Vice Chair Tucker asked if there was interest in hosting a table at the annual Community Health Fair. There was consensus for same.

Chair Bechtel stated that a cleanup at Strawberry Park was scheduled for August 14th at 9:00 AM.

Vice Chair Tucker stated that she was contacted by the South Santiam Watershed Council about providing a letter of support for an engagement grant regarding development of a 20-year restoration plan at Quarry Park. There was consensus for same.

Adjournment

There being no further discussion, the meeting was adjourned at 4:24 PM.

DRAFT



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

Sweet Home Public Library

Statistics

July 2026	This month July 2026	Last month June 2026	Previous year 2025	Year to date 2026
Patron Activity				
Door count	4308	5174	45,306	31,045
Program participants (all ages)	587	459	4,414	2,128
Total programs (all ages)	27	23	322	156
Circulation and Renewals				
Checkouts & renewals	6523	5886	73,684	41,009
E-audio & E-book checkouts	923	866	9,233	6,169
Total items checked out	7446	6752	82,920	47,178
Public Computers				
Logins	300	280	2,932	1,952
Resource Sharing Savings				
Cost savings	\$5,510.93	\$4,863.04	\$64,434.93	\$34,491.42
Items borrowed by consortium libraries	530	358	4,616	2,682
Items borrowed from consortium libraries	506	409	5,662	2,977
Volunteer Hours				
Hours worked by volunteers	16.5	20.25	401	253
New Library Patrons				
New patron cards issued	25	66	449	276

Events this month: We are just past the halfway point with our Summer Reading Program. Creature Teachers was a fantastic program with almost 150 attendees!

Building updates: Demolition work continues on the newly acquired Garden Center!

Items of note: Representatives from FAC have been dropping in weekly, it has been very helpful in getting people resources quicker!

MEMORANDUM



TO: City Council
FROM: Dominic Valloni, Interim Public Works Director
DATE: August 3, 2026
SUBJECT: PW Monthly Report – July 2026

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

WWTP Activities - Mahler Water Reclamation Facility

July 2026:

- 24.00 million gallons (MG) of wastewater treated this month
- 1.134 MG max daily flow discharged
- 0.774 MG average daily flow discharged

Compliance:

- The WWTP process has had zero process violations for the last 23 months.

O&M Projects:

- Staff was successful at taking clarifier #3 offline for inspections and some rehab. Last time this was done was August 1st, 2011. It was attempted but not fulfilled. We have had it offline since July 8th, and we are finishing up with re-epoxying the channel walls.
- Continue to clean up around the facility.

WTP Activities - Sweet Home Water Treatment Plant

July 2026:

- 39.457 MG finish water treated this month
- 1.75 MG max daily demand
- 1.27 MG average daily demand

Compliance:

- No process violations for July 2026.

Raw Turbidity NTUs:

- NTUs are currently less than 10 (normal).

O&M Projects:

- Staff continue to work on sludge removal from settling ponds.
- Staff continue cleaning up facility and landscaping around the plant.

Engineering Projects

- Ongoing ROW inspections throughout the community.
- Ongoing plan reviews for various construction projects.
- Secured contractor for City Hall fitness park concrete pad.
- Received acceptance letter for annual TMDL DEQ report.
- Ongoing support to staff with GIS questions.
- Opened material bidding for 4th Avenue in-house water main replacement.
- Certified and submitted Consumer Confidence Report for 2025.

Public Works Field Activities

Water Division

- Staff continued with water distribution system leak detection citywide. Found and repaired 3 large/medium water leaks. Continue to get water loss down.
- Staff continue to locate all City owned utilities for contractors throughout the service area.
- Staff installed 2 new water services this month.
- Staff installed a new 6-inch water main to replace a bad leaking 4" main on 8th Ave. Once tests are returned negative we will work on swapping over the services.

Collections System Division

- Staff continued to inspect sewer system for blockages.
- Staff started to inspect the sewer mains with CCTV inspections.
- Collections staff has been helping other divisions get work done.

Streets Division

- Staff did various vegetation management along the roadways and sidewalks which included mowing and trimming.
- Staff continue to do asphalt patches and repairs as time allows.
- Staff continue painting crossings and stop bars.

Parks & Facilities Division

- Staff continue mowing and spring maintenance of parks and lawns.
- Staff maintained City parks, cleaned restrooms, and collected garbage from public trash cans.
- Staff continue to monitor all the irrigation in parks and facilities.
- Staff collected samples and redistributed EAB scent on the 6 traps. There were no positive finds in the traps.
- Staff have begun prep for the fitness court site east of City Hall.

Stormwater Division

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

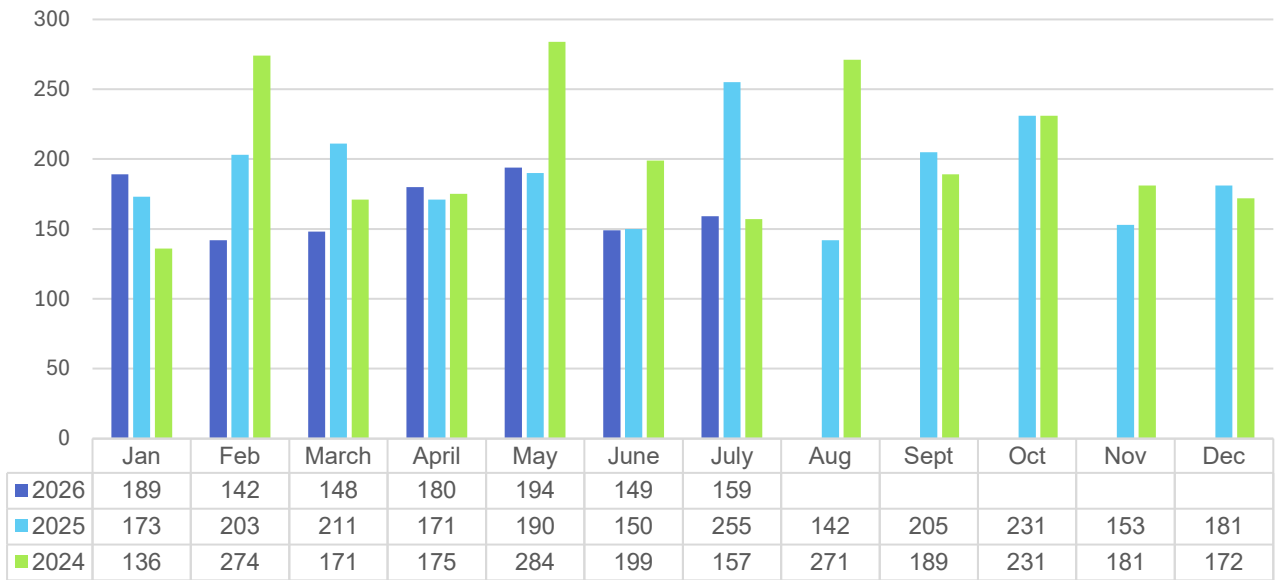
Finance Department

July 2026

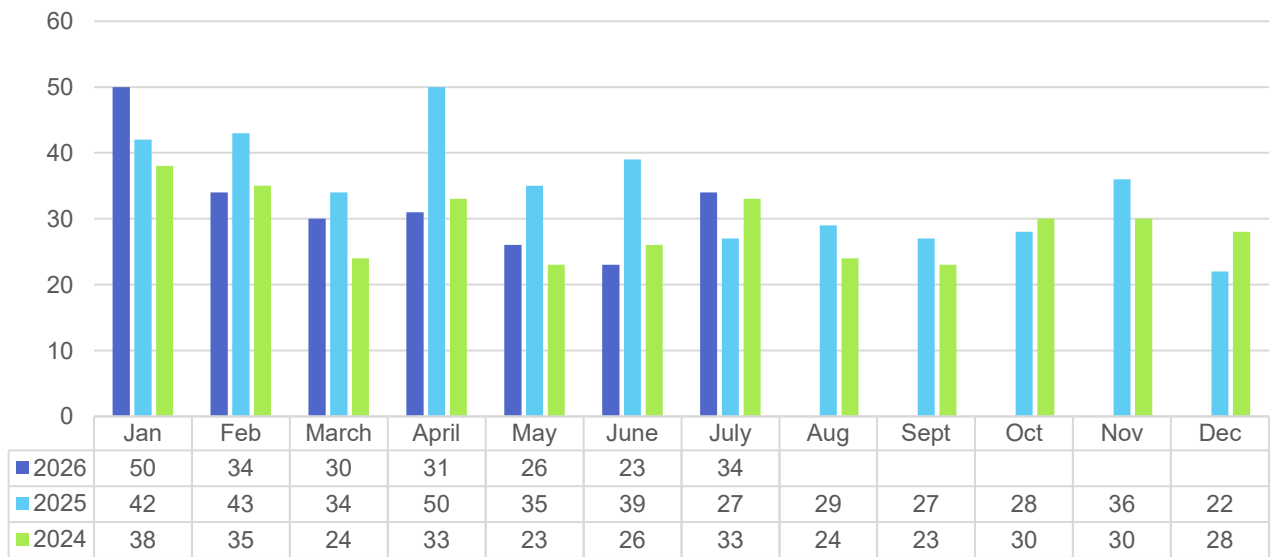
Finance Activities

Payroll was processed for 78 employees.

Accounts Payable Payments Processed

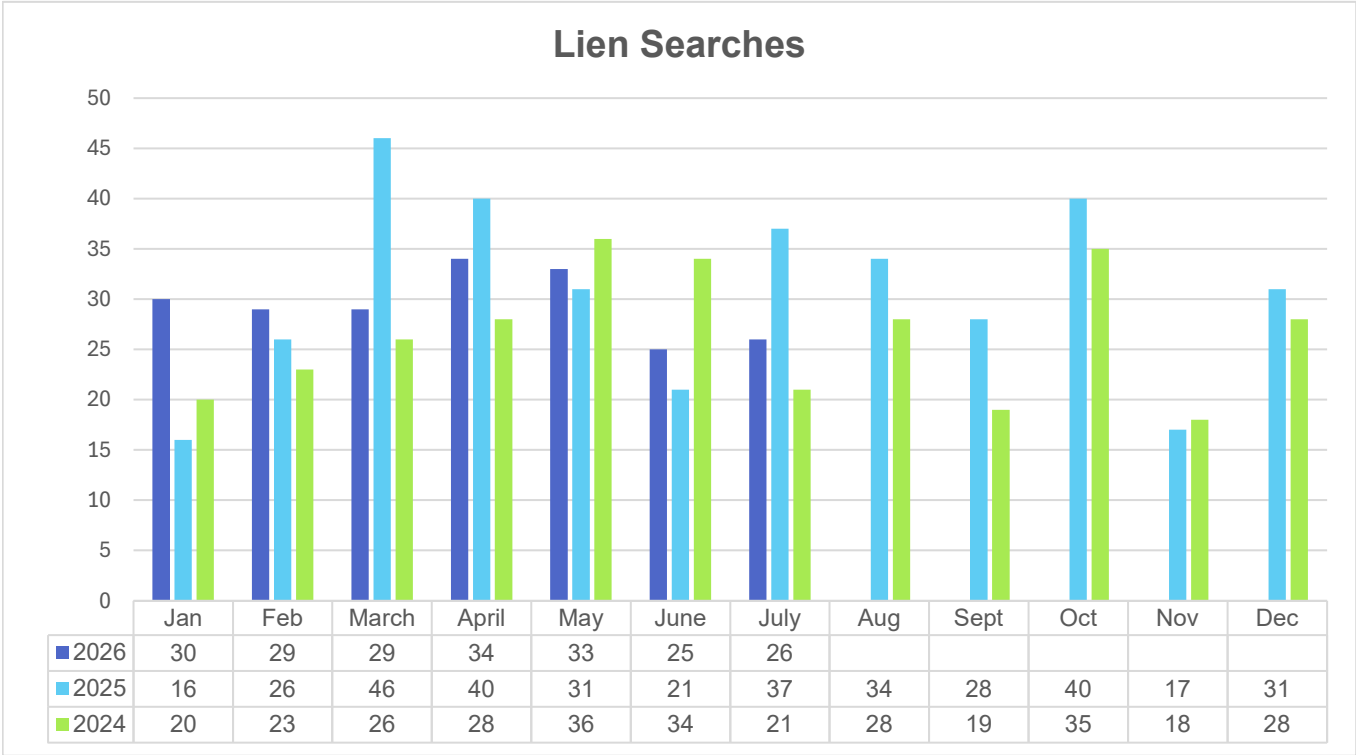


Passports Processed



Finance Department

July 2026

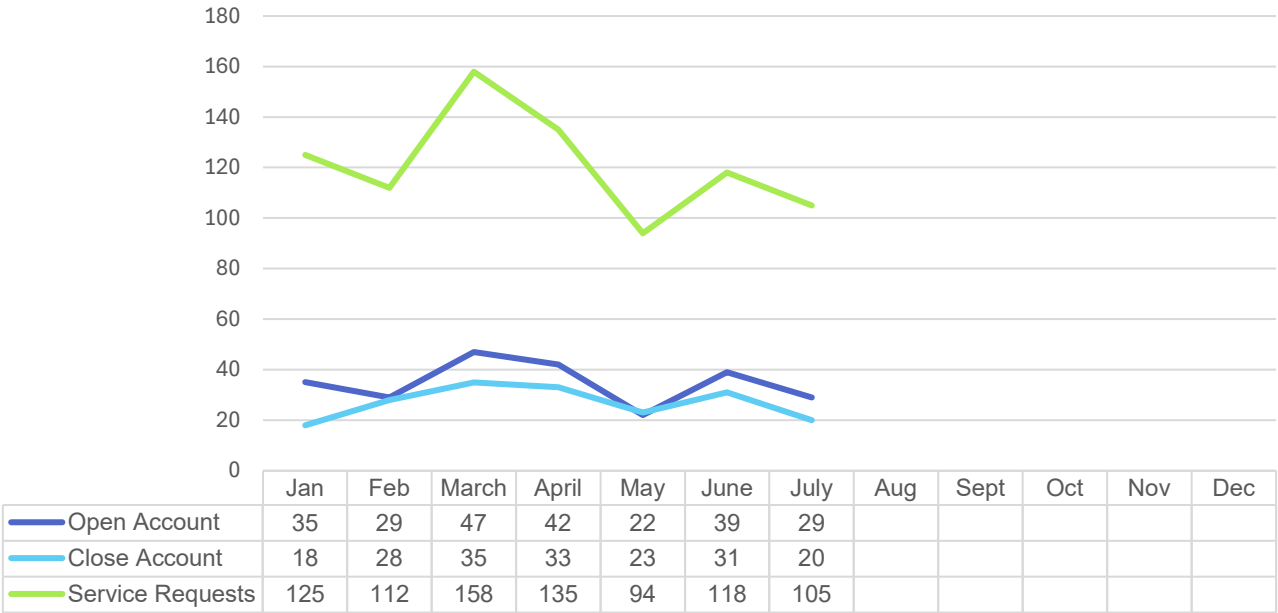


Finance Department

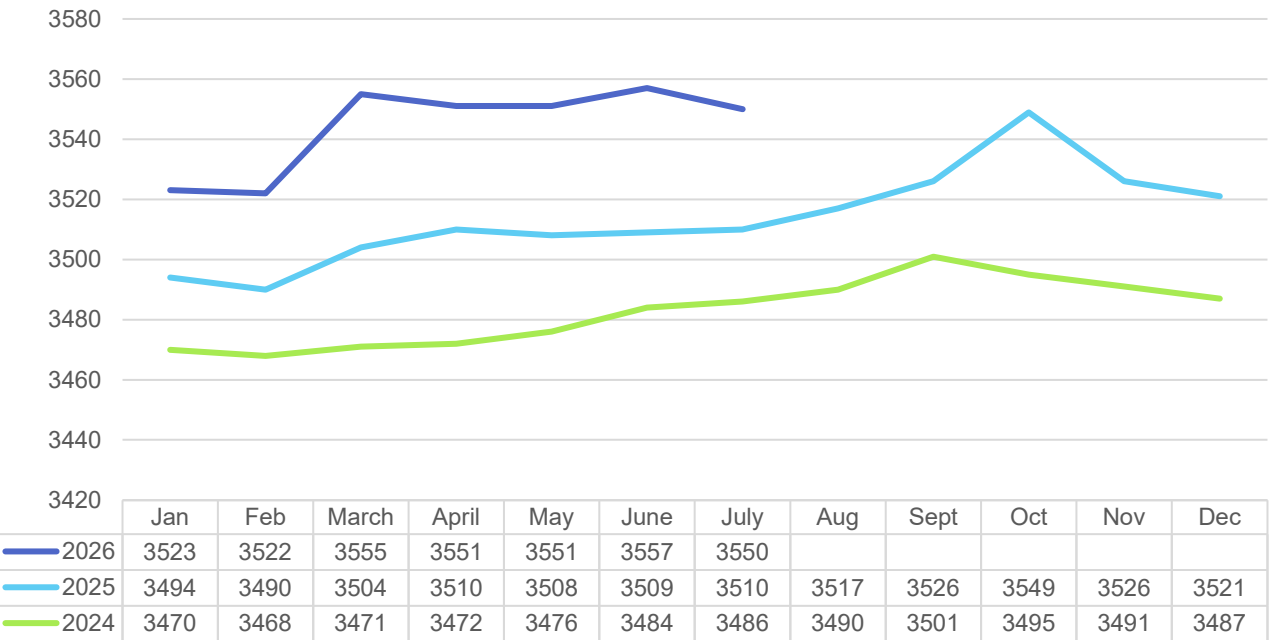
July 2026

Utility Billing Activities

2025 Service Requests

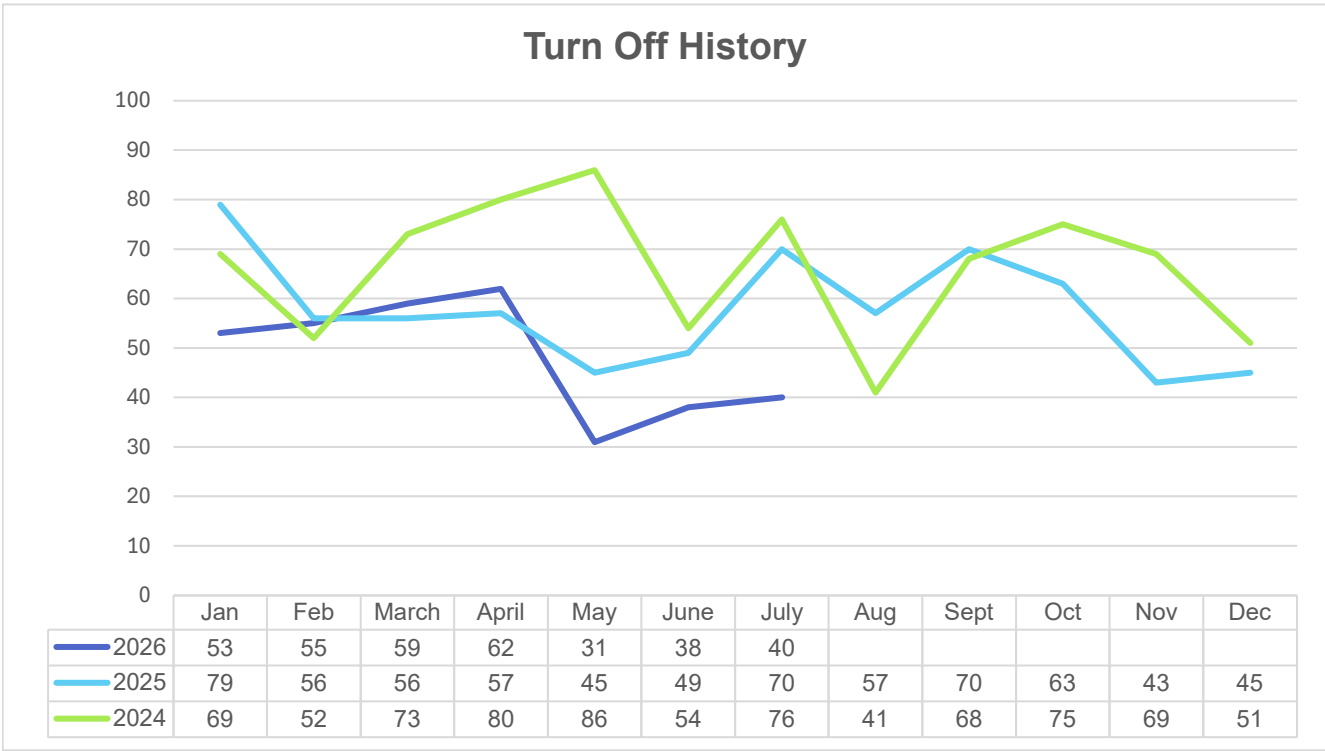
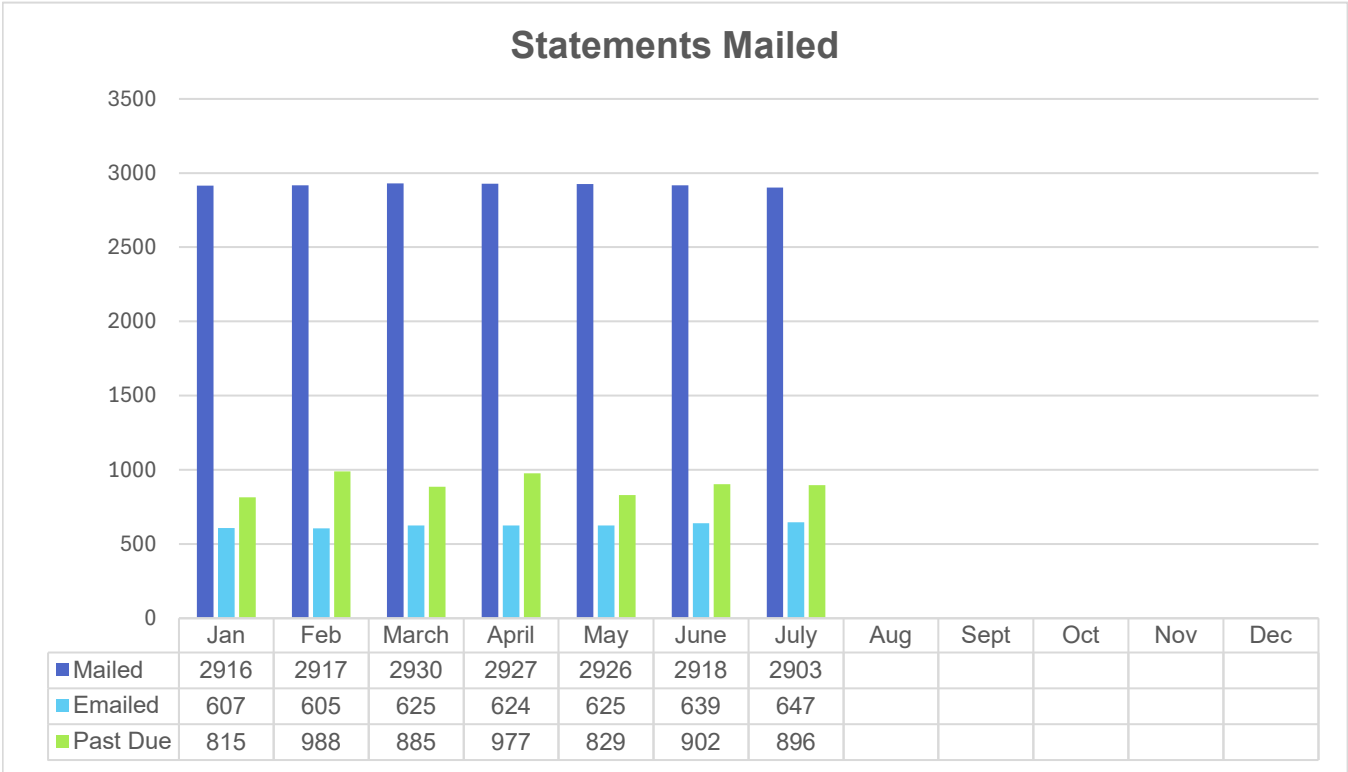


Billing Statements Created



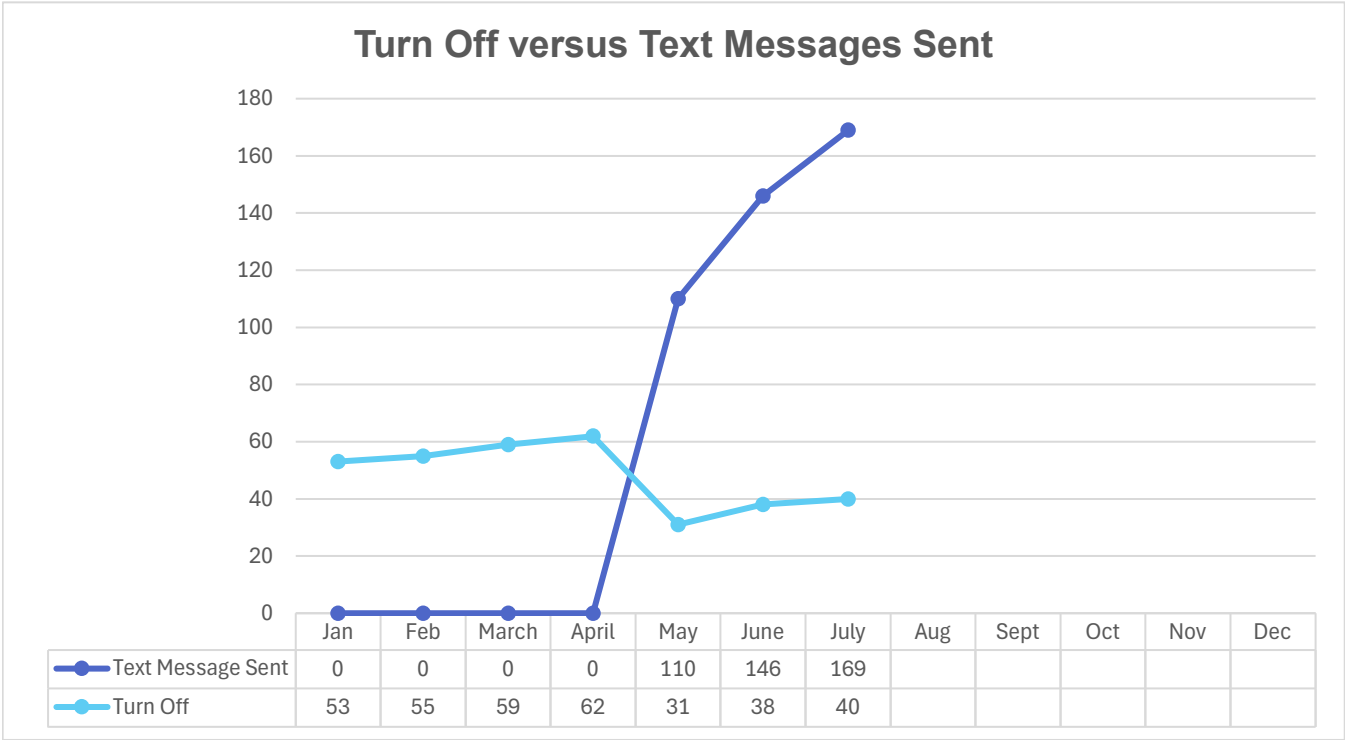
Finance Department

July 2026



Finance Department

July 2026



Submitted by:

Cindi Robeck
Financial Operations Manager
crobeck@sweethomeor.gov

CITATIONS ISSUED	Jul-26	Jul-25	2026 TO DATE	2025 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.)	2	1	14	7	50.00%
Chapter 806 Financial Responsibility Law (Driving Uninsured, Fail to Carry Proof of Insurance, False Info Regarding Liability Insurance, etc.)	4	5	101	76	24.75%
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.)	1	2	14	17	-17.65%
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.)	8	20	137	157	-12.74%
Chapter 813 Driving Under Influence of Intoxicants (Drive Under Influence of Intoxicants, Refuse the Breath Test, etc.)	4	2	15	8	46.67%
Chapter 814 Pedestrians; Passengers; Livestock; Motorized Wheelchairs; Motorcycles; Bicycles (Improper Use of Lanes, No Motorcycle Helmet, Bicyclist failing to Signal, etc)	0	0	0	1	-100.00%
Chapter 815 Vehicle Equipment Generally (Improper Fenders or Mud Guards, Unreasonable Noise, Obstructed Vehicle Windows, etc.)	0	0	1	3	-66.67%
Chapter 816 Vehicle Equipment (Operate Without Lighting Equipment, Operate Without Tail Lights, etc)	0	0	1	1	0.00%
Chapter 818 -821 (Vehicle limits, abandoned vehicle, special provisions, off road vehicles)	0	0	0	1	-100.00%
TOTAL CITATIONS ISSUED	19	30	283	271	4.24%
TOTAL PERSONS CITED	11	16	176	148	15.91%
TOTAL WARNINGS ISSUED	52	59	801	590	26.34%
TOTAL OFFICER INITIATED TRAFFIC STOPS	63	75	1038	893	13.97%

MOTOR VEHICLE CRASHES	Jul-26	Jul-25	2026 TO DATE	2025 TO DATE	YEAR TO DATE CHANGE
MVC-FATAL	0	0	0	0	0.00%
MVC-INJURY	1	4	17	20	-15.00%
MVC-NON INJURY	7	11	44	40	9.09%
HIT & RUN VEHICLE INJURY	0	1	1	5	-80.00%
HIT & RUN PROPERTY	2	2	16	18	-11.11%
TOTAL CRASHES	10	18	78	83	-6.02%

CRASHES INVOLVING DUII ARREST	0	0	1	2	-50.00%
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	Jul-26	Jul-25	2026 TO DATE	2025 TO DATE	YEAR TO DATE CHANGE
CALLS FOR SERVICE					
PERSON CRIMES (Homicide, Assault, Harassment, Sex Crimes, Menacing, Reckless Endanger, Kidnap, Domestic Violence, Elder & Child Abuse, etc)	26	16	120	131	-8.40%
PROPERTY CRIMES (Arson, Burglary, Theft, Criminal Mischief, Motor Vehicle Theft, Robbery, Unlawful Entry into Motor Vehicle, Reckless Burning, etc)	35	31	219	230	-4.78%
SOCIETY CRIMES (Drive Under Influence of Intoxicants, Disorderly Conduct, Resisting Arrest, Criminal Trespass, Escape, Runaway, Drug Offenses, Weapon Offenses, etc)	35	25	133	200	-33.50%
OREGON SPECIFIC CRIMES (Protective Custodies, Traffic Crimes other than DUII, Warrant Arrests)	48	83	379	502	-24.50%
TOTAL CRIMES REPORTED	144	155	851	1063	-19.94%
TOTAL CRIMES CLEARED	102	107	546	556	-1.80%
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)	754	774	4849	4689	3.30%
TOTAL CALLS FOR SERVICE	898	929	5700	5752	-0.90%
TOTAL INCIDENT NUMBERS ISSUED	846	882	5385	5392	-0.13%
TOTAL CAD NUMBERS ISSUED	1474	1454	10019	9827	1.92%

	Jul-26	Jul-25	2026 TO DATE	2025 TO DATE	YEAR TO DATE CHANGE
CUSTODIES					
TOTAL PERSONS TAKEN INTO CUSTODY	73	80	431	499	-13.63%
TOTAL ADULTS ARRESTED	73	79	413	475	-13.05%
TOTAL JUVENILES IN CUSTODY	0	1	20	24	-16.67%
TOTAL CHARGES	149	141	808	936	-13.68%
TOTAL ADULT CHARGES	149	140	787	905	-13.04%
TOTAL JUVENILE CHARGES	0	1	21	31	-32.26%

NEWSLETTER

CITY OF SWEET HOME

August 2026



COUNCIL ELECTION SEASON IS HERE!

The filing period for Council and Mayor seats is now open! Filing for incumbent Councilors seeking another Councilor seat ends on August 24th at 5:30 PM; filing for everyone else (including Mayoral candidates) ends on August 31st at 5:30 PM.

The City has created a webpage with election information and a handy FAQ. Not sure if you're qualified? Want to know how long terms are? Are you curious what the meeting schedule is? Visit our elections site to learn more!

<https://www.sweethomeor.gov/citycouncil/page/city-council-elections>

Still have questions? Contact Deputy City Manager Cecily Pretty at cpretty@sweethomeor.gov.



PARKS PROGRESS

Have you seen the activity lately at Sankey Park and next to City Hall? Sankey Park Phase is almost complete - we're just waiting on the bandstand!

City Hall will have a new public fitness park open in September. We'll announce a ribbon-cutting soon! Please join us!



CITY MANAGER'S MESSAGE

As we welcome July and the start of a new fiscal year, I want to thank our City Council, staff, and community for the partnership that made the past year so successful. Together, we've made meaningful progress on infrastructure, financial stewardship, and long-term planning that will continue to benefit Sweet Home for years to come. As we begin this new budget year, our focus remains on delivering reliable public services, investing wisely in our community, and advancing the goals that matter most to our residents. I hope you and your family have a safe and enjoyable Independence Day, and I encourage you to take part in the many community events that make summer in Sweet Home such a special time. Thank you for your continued support as we work together to build an even stronger Sweet Home.

Yours in Service, Jason Ogden



www.sweethomeor.gov



541-818-7110



3225 Main Street
Sweet Home, OR 97386



Check out our website
and social media!

UPCOMING MEETINGS

- 8/11, 5:30 PM: City Council Work Session
- 8/11, 6:30 PM: City Council Meeting
- 8/18, 4:00 PM: Park & Tree Committee Meeting
- 8/20, 6:30 PM: Planning Commission Meeting
- 8/25, 5:00 PM: City Council Executive Session
- 8/25, 6:30 PM: City Council Meeting
- 8/26, 4:00 PM: Community Health Committee Meeting

Check out our agendas and minutes on our website for more information about what's going on with City Council and our citizen groups!

<https://www.sweethomeor.gov/meetings>



Sweet Home Community **HEALTH FAIR**

Free hotdogs, snow cones, music & free resources!



Saturday, August 15, 2026
9:00am – 2:00pm



Sweet Home High School
1641 Long Street

Free resources including:

- | | |
|--------------------|----------------------|
| ✓ School backpacks | ✓ Senior services |
| ✓ Housing services | ✓ Physical health |
| ✓ Mental health | ✓ 30+ more resources |



healthy for life™

Info: Bob Dalton • 541-912-9085 • outlawbdalton@yahoo.com

Get ready for the **NATIONAL NIGHT OUT**

Brought to you by Sweet Home Police Department



TUESDAY, AUGUST 4TH, 2026

13TH AVE -BETWEEN LONG AND MAIN-
6:00PM-8:00PM

**LIVE MUSIC | GAMES | FOOD | AND MORE!
JUST HAVE FUN! FREE ADMISSION!!!**

Get out and enjoy a true sense of
unity in our community!