



CITY OF SWEET HOME CITY COUNCIL AGENDA

March 26, 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, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 541-367-5128, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 258 239 814 274

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

I. Call to Order and Pledge of Allegiance

II. Roll Call

III. Consent Agenda

- a) [Request for Council Action – Oregon Parks and Recreation Department \(OPRD\) Local Government Grant Program \(LGGP\) Application – Trail System from Quarry Park to Foster Lake](#)
- a) Approval of Minutes:
 - i) [2024-03-12 City Council Meeting Minutes](#)

IV. Recognition of Visitors and Hearing of Petitions

- a) [Proclamation - Child Abuse Prevention Month](#)

V. Council Business for Good of the Order

VI. Adjournment

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.



REQUEST FOR COUNCIL ACTION

Title: Request for Council Action – Oregon Parks and Recreation Department (OPRD) Local Government Grant Program (LGGP) Application – Trail System from Quarry Park to Foster Lake

Preferred Agenda: March 26, 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: Comprehensive Plan, Transportation System Plan, Statewide Comprehensive Outdoor Recreation Plan

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

Attachments: Resolution No. 3 for 2024

Purpose of this RCA:

To seek City Council approval for the City Manager to submit a grant application to the OPRD to establish an improved trail system between Quarry Park and Foster Lake.

Background/Context:

The City of Sweet Home has adopted a Comprehensive Plan and Transportation System Plan, both of which cite trail connectivity as a priority. Additionally, local agencies such as Linn County have also expressed interest in expanding regional trail systems. Quarry Park and Foster Lake are two of the landmark destinations in the Sweet Home area, which currently have no walkable connection. Funding for the trail project proposed in the OPRD grant application would allow for establishment of a connection between the two. Many of the intended outcomes of the trail project are in alignment with the Statewide Comprehensive Outdoor Recreation Plan (SCORP). In addition to enhancing connectivity, it would provide co-benefits such as improved health and recreation facilities for residents and visitors, as well as the potential for public safety enhancement through establishment of new fire breaks within the area.

The Challenge/Problem:

Without grant assistance, there is insufficient funding to pursue a trail system for this area.

Stakeholders:

1. **Citizens:** Citizens deserve well-connected natural facilities and opportunities for recreation to enhance their physical and mental health.
2. **City Council:** City Council will be working towards their overall citywide goals, both for established residents but also through attracting visitors to enhanced parks and recreation opportunities.

3. **City Staff:** Staff will be empowered to seek funding that supports the park system while balancing the needs of other parks and recreation facilities identified in City Council goals and the Capital Improvement Plan.

Issues and Financial Impacts:

This grant requires a 40% local match, which may include in-kind services; adequate resources have been identified in the annual budget and through donations by local agencies, should the grant funds be awarded.

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 City Manager will not submit the grant application and no trail system will be pursued at this time.
2. Amend the Application: Suggest an alternate project to submit to ORPD, though gathering the new necessary information for the grant may not be possible before the submission deadline.
3. Authorize the City Manager to Submit the Application: Move to approve Resolution No. 3 for 2024 authorizing the City Manager to submit the application.

Recommendation:

Staff recommends Option 3: Move to approve Resolution No. 3 for 2024 authorizing the City Manager to submit the application.

RESOLUTION NO. 3 FOR 2024

A RESOLUTION AUTHORIZING THE CITY OF SWEET HOME TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT GRANT FOR THE DEVELOPMENT OF A TRAIL SYSTEM BETWEEN QUARRY PARK AND FOSTER LAKE.

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

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

WHEREAS, trail connectivity is identified as a priority in the Comprehensive Plan and Transportation System Plan; and

WHEREAS, the project will construct a new, accessible walking path between two key natural features of the Sweet Home area, Quarry Park and Foster Lake; and

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

WHEREAS, the City of Sweet Home will provide adequate funding for ongoing operations and maintenance of this trail should the grant funds be awarded;

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

The City Council demonstrates its support for the submittal of a grant application to OPRD for the development of a trail system between Quarry Park and Foster Lake.

This resolution shall be effective immediately upon its passage.

PASSED by the City Council and approved by the Mayor this 26th day of March, 2024.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder



CITY OF SWEET HOME CITY COUNCIL AGENDA

March 12, 2024, 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 and Pledge of Allegiance

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

II. 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

GUESTS

Madison Yauck, 364 N. 7th, Philomath, OR 97370
Sean Tate, 399 Water's Edge Court, Lebanon, OR 97355

III. Consent Agenda

- a) Approval of Minutes:
 - i) 2023-02-13 City Council Meeting Minutes
 - ii) 2024-02-27 City Council Work Session Minutes
 - iii) 2024-02-27 City Council Meeting Minutes

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

IV. Recognition of Visitors and Hearing of Petitions

- a) Small Municipalities Advocacy Coalition (SMAC)

Mayor Coleman invited Sean Tate to present on the Small Municipalities Advocacy Coalition (SMAC).

Mr. Tate stated that he founded SMAC to provide a new advocacy model for small municipalities in Oregon. He highlighted the rural nature of Oregon and the challenges unique to small communities. He reviewed the current members of SMAC who joined through an intergovernmental agreement. He noted that members would work closely with his company, Tate Public Affairs, to identify group and local priorities needing advocacy at the state level. He reviewed SMAC's advocacy model and requested that the City of Sweet Home consider joining SMAC to advocate for its priorities. He presented the membership pricing, strategic timeline, and next steps for SMAC.

President Pro Tem Mahler asked why membership pricing varied based on population size. Mr. Tate replied that it was based on the resources typically available to different population sizes.

Councilor Trask asked if SMAC was similar to the League of Oregon Cities (LOC). Mr. Tate replied that LOC utilizes lobbyists, whereas SMAC utilizes municipalities and their experts to advocate for themselves.

No action was required for this item.

V. Old Business

- a) Request for Council Action - Easement Agreement with Alyrica Networks, Inc.

Director Larsen reviewed the previous Council presentation regarding Alyrica's requested easement at the old City Hall site to place a telecommunications box and fencing. He invited Madison Yauck to speak.

Ms. Yauck explained that the proposed site would provide redundancy for Alyrica's services in case of damage to the underground fiber. She noted that Alyrica's infrastructure team performed analyses which resulted in the selection of the proposed site due to its ideal line of sight to Alyrica's tower.

Councilor Gourley expressed concern with impacts to future development of the site.

Councilor Trask asked what would occur if fiber was damaged and there was no redundancy. Ms. Yauck replied that Alyrica customers would lose communication ability on their network. Councilor Trask expressed support for the easement as proposed.

Director Larsen noted that the proposed construction would not limit access to the site.

Councilor Richards moved to approve the easement agreement. Councilor Trask seconded the motion. The motion failed by the following vote:

YEA: Thorstad, Trask

NAY: Coleman, Gourley, Mahler, Richards, Sanchez

No further action was taken.

- b) Information Only – Investigation of Claims Regarding Code Compliance Actions at 1188 55th Avenue - POSTPONED
- c) Request for Council Action - Code Compliance Abatement Lien – POSTPONED

Items b and c were postponed by staff.

VI. New Business

- a) Information Only: Staff Report on System Development Charges Assessed on Accessory Dwelling Units

Director Larsen stated that staff prepared a report regarding Accessory Dwelling Units (ADUs) and associated System Development Charges (SDCs) in response to a resident request. He noted that the State of Oregon mandated that ADUs be permitted anywhere a single family home is built. He stated that the City of Sweet Home limited the size of ADUs based on the square footage of the single family home already on the property. He noted that there was no cost distinction between SDCs for a typical single family home versus an ADU in the Sweet Home Municipal Code and that the SDCs were approximately \$15,000. He presented comparisons in pricing and discounts to other cities. He noted that SDCs were intended to cover the increased demand placed on infrastructure by new construction and reductions in SDCs would increase the burden on ratepayers.

President Pro Tem Mahler expressed disagreement with discounting SDCs.

Councilor Gourley expressed concern that SDCs for ADUs were less expensive in Albany and Lebanon.

Councilor Sanchez expressed support for reductions in SDCs, particularly where reductions could provide more housing access.

Mayor Coleman stated that if City Council wished to restructure SDCs to examine square footage, it would require review of all SDCs in the Code. She stated that reductions to SDCs would pass costs on to ratepayers.

City Manager Young noted that SDCs are typically waived for housing developments benefitting low income residents or development providing housing to the homeless.

Director Larsen stated that overall, Sweet Home's SDC structure was significantly lower than the rest of the state.

Mayor Coleman reminded the City Council that some of the current infrastructure challenges were due to insufficient SDCs in the past.

Councilor Sanchez requested an exemption from SDCs on ADUs until the housing crisis improved.

Councilor Gourley asked if low income residents could take advantage of SDC waivers. Director Larsen stated that the exemptions typically only applied to larger developments receiving state or federal subsidies. He added that the City rarely received applications for ADUs to be constructed on an owner-occupied lot and the vast majority of SDCs were paid for by developers.

Discussion ensued regarding changes to SDCs; there was consensus that staff present options to discount the cost of SDCs for ADUs where the owner lives in the primary residence on site.

No action was required for this item.

b) Request for Council Action – City Council FY 2024-2025 Goals

City Manager Young read the current City Council Mission Statement and Vision Statement. She reviewed the City Council goals that had been identified in a prior Work Session and noted the funding availability and needs for each.

President Pro Tem Mahler moved to approve the City Council FY 2024-2025 Mission, Vision, and Goals as presented. Councilor Thorstad seconded the motion. The motion carried unanimously.

VIII. Reports of Committees

There were no reports to be heard.

IX. Reports of City Officials

City Manager's Report

City Manager Young thanked the City Council for attending the Chamber of Commerce Awards Banquet and thanked the Chamber for hosting. She highlighted the Mayor's awards to Angela Clegg and Milt Moran. She noted that the League of Oregon Cities would host their annual conference in April and City Council was welcome to attend.

Mayor's Report

Mayor Coleman reminded City Council to complete their Statements of Economic Interest (SEIs) with the Oregon Government Ethics Commission (OGEC).

X. Department Director Reports

Library Services Director

- i) Library Director Report - February 2024

Community and Economic Development Director

- i) Community & Economic Development Director Report - February 2024

Public Works Director

- i) Public Works Director Report - February 2024

Police Chief

- i) Police Chief Report - February 2024

Chief Ogden stated that April is Child Abuse Prevention Month and the Police Department would host their annual Walk for the Cause on April 6, 2024.

Mayor Coleman asked of the increase in juveniles in custody. Chief Ogden replied that it was likely due to the recent reinstatement of a School Resource Officer (SRO) which increased interaction with juveniles in the community.

No other reports were heard.

XI. Council Business for Good of the Order

President Pro Tem Mahler asked of City's staff recommendation regarding SMAC. City Manager Young replied that she agreed the needs of small communities differed from those of larger communities but it was at City Council's discretion whether they wished to bring SMAC back for consideration. There was no consensus to place SMAC on a future agenda at this time.

City Attorney Snyder announced his retirement from the City of Sweet Home after 43 years of service. City Council thanked him for his service.

XII. Adjournment

There being no further discussion, the meeting was adjourned at 8:03 PM.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder



A PROCLAMATION

Declaring



APRIL 2024 CHILD ABUSE PREVENTION MONTH

WHEREAS, Children are valued in Linn County and should live in a safe, healthy home; and

WHEREAS, Preventing child abuse and neglect is a community value that depends on the involvement of people community wide in order to provide access to the resources needed for safe, healthy living; and

WHEREAS, Child abuse and neglect not only directly harms children, but also increases the likelihood of health problems, poor education performance, substance abuse, and early pregnancy. These problems can compound themselves as the child becomes an adult. Abuse and neglect are far reaching with no social economic group immune and children of all races and ethnicities are victims. Child abuse is a total community problem affecting all levels of society; and

WHEREAS, There were 461 substantiated cases of child abuse and neglect in Linn County during 2022, 48.5% of those children were six or younger with nearly 11% less than one year old; and

WHEREAS, During 2022, 19 Oregon children died from causes related to familial or caregiver abuse and/or neglect. Fifteen of those who died were five or younger, and 10 were less than one year old. Fourteen deaths resulted from neglect, four from abuse, and one from neglect and abuse; and

WHEREAS, The prevention of child abuse needs to be addressed by the entire community;

NOW, THEREFORE, I, Susan Coleman, Mayor, do hereby proclaim April 2024 as "Child Abuse Prevention Month" and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in efforts to support children and their families in living safe and healthy lives, and in doing so, helping to prevent child abuse and neglect.

Proclaimed this 26th day of March, 2024.

Mayor

ATTEST:

City Manager - Ex Officio City Recorder