



# Parks, Trees, and Trails Advisory Committee Meeting Minutes July 17, 2024

**Committee Present** Jan Diamantine, Linda Ziedrich, Anna Creel, Rodney Sell, and City Councilor, Dave Workman.

**Committee Absent** Rick Barnett and Cindy Kerby

**Staff Present** Interim City Manager Ron Whitlatch, and Public Works Operations Manager, Jason Rush.

**Call to Order** Co - Chair Sell called the meeting to order at 2:00 p.m. in the Santiam Travel Station Board Room.

**Approval of Minutes** The committee approved the meeting minutes from April 17, 2024.

## **Discussion**

- City of Lebanon Update

Jason Rush and Ron Whitlatch provided the City of Lebanon update:

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- The city completed the submission of the Local Government Grant from the Oregon Parks and Recreation Department for the Large Government Grant.
- The city completed the submission of the Oregon Historic Cemeteries Grant and successfully passed the technical review.
- The bollards at the skate park have been installed and the fence is complete.
- Park and trail maintenance has ramped up for spring and summer.
- The city is working with Code Enforcement to resolve the sidewalk issues from trees located at the Rite Aid property.
- Mark Slough Plant Walk – April 17, 2024.

- UDV (Urban Design Verification) Presentation

Whitlatch explained that the UDV is a planning project with ODOT that includes Highway 34 and Highway 20 corridors as they go through Lebanon. The purpose of the project is to determine if we have enough safe crossing locations and how pedestrian is our pedestrian connectivity. This project was a public process. The final verification is now available on the City website for viewing.

- Street Tree Planting Project

The Lebanon Garden Club Community Service Committee would like to partner with the City of Lebanon for a street tree planning project. The Garden Club Committee has set aside approximately \$1,000 to start this project in the hopes of planting 10 or less trees on

Williams Street. The Garden Club Committee would like to start this project on Williams Street as it has a wide planter strip, few trees, and needs traffic calming on the East side. Rush mentioned that Engineering would need to approve the planting of the trees, as they need to review the approval from the homeowner, species, location, etc. The city currently has a program where they aid removing trees that are damaging sidewalks or causing other hazards, Rush suggested the Garden Club Committee could possibly assist with the replacement of the correct street tree for the homeowner. The Garden Club and the City will continue to discuss options for this partnership.

- ODF News

Ziedrich provided information from the Oregon Department of Forestry, the ODF sent out a newsletter providing information about a new program that would provide cities with free inventory software to organize their tree inventory. This information can be helpful for grants and other items, but at this time the City of Lebanon does not have the staff to be able to complete this inventory, it would be better suited for a volunteer opportunity such as the Garden Club or BLT.

- BLT Update – Rod / Jan

- Sell asked for an update on the ongoing trail projects:

- ✓ Gills Landing Connector Trail – plans have been received, authorization to bid is approved, this is going out to bid as soon as Gaylan makes a few recommended adjustments.
- ✓ River Park Trail – pending survey.
- ✓ Multi Use Path (Airport Road) – in discussion with utility companies and there are several utility poles that need to be moved. We will also narrow the path to 9 feet rather than try and obtain easements.
- ✓ Beaton Lane – almost complete pending a few signs, inspection was completed today to ensure the signage worked and the flashing beacons worked.
- ✓ Cheadle Lake – scope of work update should be ready at the next meeting.
- ✓ Wheeler Street – this project is almost 100% SDC eligible, once the city has staff available to work on this project they will get started.

- Build Lebanon Trails current main fundraising focus is for the Georgia Pacific Mill Race Trail, this trail is going to connect all trails from South Urban Growth Boundary to the North part of town. Udell is working on conceptual plans and a cost estimate for this project. This project is expected to begin in 2025.

- May 4, 2024, Fun BLT Fun Run

- Ziedrich asked for clarification regarding the Wheeler Street project, Whitlatch stated this is going to be a multi-use path from Had Irvine Park to N. Williams Street to make a connection.
- Workman asked about the lights at Century Park, he received a concern from a citizen stating the lights at the courts were not working. Rush stated the lights should all be operational, but he will have someone from building maintenance make sure. Rush also stated the city is currently working with Pacific Power to get the electrical service updated

so we can replace the lights and control system at the park.

- Workman asked for assistance with the gravel at the trail that Linn Co. adopted, they have been unable to complete the work. Sell would like BLT and Linn Co. to get a workday scheduled to get this work completed.

- **Public Comments**

Jim McKinnon volunteer with Build Lebanon Trails and Adopt – A – Park.

McKinnon has been approached by citizens regarding garden tours, he mentioned other areas offer garden tours attending garden tours. He believes Lebanon has a big opportunity in front of them regarding this but understands this is volunteer led. The Garden Club approached and stated they are currently in discussions about starting garden tours.

McKinnon stated he has tree posts, he would like to get these over to the city for use. Rush said the city would be happy to take them and could possibly use them for the street tree planting the Garden Club would like to start.

**Next Scheduled Meeting**

**Oct 16, 2024 (2:00 – 3:30 p.m.)**

**Adjournment**

Rod Sell Adjourned the meeting at 2:59 p.m.