



LEBANON PARKS, TREES, AND TRAILS ADVISORY COMMITTEE MEETING AGENDA

January 21, 2026 at 2:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

MISSION STATEMENT

*We provide services that foster a resilient, safe, and growing community,
strengthened by our community connections*

CALL TO ORDER

ROLL CALL - Chair, Rick Barnett

APPROVAL OF MINUTES

1. September 17, 2025

DISCUSSION

2. City Update
3. Weyerhaeuser Tree Planting Opportunity
4. BLT Update

PUBLIC COMMENTS

NEXT SCHEDULED MEETING

5. March 18, 2026 (2:00 - 3:00pm)

ADJOURNMENT - Chair, Rick Barnett

Meetings are recorded and available on the City's YouTube page at:

<https://www.youtube.com/user/CityofLebanonOR/videos>

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Recorder at 541.258.4905.



Parks, Trees, and Trails Advisory Committee Meeting Minutes September 17, 2025

Committee Present Jan Diamantine, Linda Ziedrich, Rick Barnett, Rodney Sell, and Cindy Kerby

Committee Absent City Councilor Dave Workman

Staff Present Public Works Operations Manager, Jason Rush.

Call to Order Chair Barnett called the meeting to order at 2:00 p.m. in the Library Community Meeting Room

Approval of Minutes The committee approved the meeting minutes from May 21, 2025

Discussion

- Cheadle Lake Update

Jason Rush provided the Cheadle Lake update:

The Cheadle Lake project will start in late October; the project was awarded via CMGC (Construction Manager / General Contractor) to Knife River. At this time groundwork and utilities will be completed. An estimate on the remainder of the design was received, and it was costly, but we will complete what we know we can do with funding available which includes the restroom, paths (now asphalt vs. concrete) utilities, state prep (this can help with the use of temporary stages) and the North parking lot paving.

Kerby asked if there will still be lighting along the paths, Rush said there will be, but it may be scaled back from the original plan.

Sell asked how far the new trail will extend, Rush stated it will go from property line to property line along Weirich Drive and connect once neighboring properties develop.

No trails will be removed at this time.

Barnett stated he appreciates the unground work is getting completed, it is expensive and though people won't see it they need to know it is important.

- City of Lebanon Update

Jason Rush provided the City of Lebanon update:

- The North Shore Trail Bank repair is underway. Albany has submitted drawings to FERC and they have been approved. Lebanon and Albany will be working together on the repair including time and materials. During this repair the trail will be shut down, this repair is expected to take a week. During this time Albany and Lebanon

are also looking into a fencing option or not removing bushes in an attempt to keep people from using the bank. BLT has also offered to have signage made, and this will be kept as an option.

- The city would like to thank Thad & Joanna Nelson and BLT for the donation of a walk behind leaf blower for trail maintenance, this will help significantly.
- New fencing has been installed at Booth Park to keep people from driving into the park.
- The new River Park trail is under construction. Engineering said paving and concrete are to take place shortly. BLT will plant trees in months to come.

- Lebanon Garden Club Update / Street Trees

Linda Ziedrich provided the update:

- The Lebanon Garden Club received a \$2,500 grant from Pacific Power to support the purchase of trees, to be sourced from Blue Heron at wholesale pricing. Letters were mailed to residents on 2nd Street (from H Street to Elmore Street) inviting participation in the street tree program; no responses were received. Door-to-door outreach was also conducted, but no applications have been submitted to date. Interest has been expressed by Four-Square Church and a resident on Williams Street; however, no formal applications have been received.

Ziedrich noted that the grant funding is not restricted solely to street trees and inquired whether the city would be interested in planting trees at Century Park near the ball courts. Rush indicated there would be no objection to this use of funds pending utility review.

- The Garden Club could apply for an additional National Garden Club Grant but would like to ensure that trees may be offered to all residents rather than being limited to select streets. Rush indicated there are no objections to this approach, provided all requests follow the standard application and review process.
- The Garden Club has been working with the North Santiam Water Shed Council regarding the erosion at the Riverview Park bank. They stated 700 cuttings could be planted with a 40% success rate to be expected, workdays will take place on October 25th and November 1st. There may be an additional planting day in February 2026. Ziedrich asked if there is suggested tree protection during the growth process, and the committee suggested temporary fencing or asking the Water Shed Council what they would suggest using.
- Two shade trees are requested at Riverview Park, one near the river bench and one near the parking lot bench, watering is a concern. BLT stated they could be of assistance.

- BLT Update – Rod / Jan

- BLT contracted with Mammoth to clean the benches at Cheadle Lake Park.
- Work parties have been held and have been very successful; the city has cleared debris after.
- BLT cleaned graffiti at 21 locations.

- BLT requested an update on potential trail developments, Rush stated he would get this information from Jason Williams and Ron Whitlatch.
- 44 North, who adopted the Eagle Scout Trail, is doing a great job on maintenance.
- Beaton Lane improvements have been approved with the property owner and will be taking place.

- **Public Comments**

Sharon Franklin:

- Requested a tree at the beginning of Cheadle Lake walk path be removed as it is a cherry tree and cause a mess on the trail.
- Suggested to Linda Ziedrich to check with the high school when looking for volunteers, the students are required to have a number of volunteer hours and assisting with the garden club would help.
- She asked if BLT could help with cleaning up of the 4th of July event, it is messy at Cheadle after the event for some time. Cindy Kerby stated the cleanup is supposed to be done by the firework company, but she will talk to the committee
- Her and her husband were in the initial conversations and approval phases of Porter Park. The original plan was for Porter Park to include a playground. She would like to know what steps need to be taken to make this happen. Rush stated he will investigate this and see what the next steps may be. Jan Diamantine noted that existing parks are costing the city a lot in maintenance fees and vandalism repairs.

Next Scheduled Meeting

December 17, 2025 (2:00 – 3:00 p.m.)– Library Community Room

Adjournment

Rick Barnett Adjourned the meeting at 2:45 p.m.

Expectations

Specifics of the opportunity:

- **Funding available** –Becky andDruel are waiting to hear back our finance and operations team before confirming the number
 - We've subgranted around \$25,000 for previous Weyerhaeuser planting projects
- **Date requested** -Weekday in March, morning timeframe of 9am-12pm. What are your weekday and date preferences? We will get back to you on Weyerhaeuser's weekday and date preference.
- **Event** - a tree planting event. Their most important metric is that the event is meaningful and creates a lasting positive change that connects to city-wide Tree Equity goals.
 - If funding remains, you can use the remainder to continue this work beyond planting day towards city-wide Tree Equity goals such as watering, tree care, tree tracking, other plantings and community outreach.
- **Engage employee volunteers** - ideally with space for up to ~50 volunteers. They are very keen on getting their Lebanon area employees out. American Forests can assist with back up plans like a nature walk, trail maintenance, or trash pickup if volunteers finish early.
- **Event location** - they are open to park, street, school, trails or other open spaces.
- **Use Tree Equity Score (or similar tool) to select a priority site** - We can work with you on this for your potential planting locations. Weyerhaeuser's keen that the event is in a community with need. Here are the [location insights for Lebanon in Tree Equity Score \(TES\)](#).
- **Story, Media & City Leadership** - Weyerhaeuser and American Forests are interested in the story behind the site and making sure it connects to city-wide progress. If funding remains, you can have multiple planting events,
 - Something that really excites Weyerhaeuser is when our local partners can get media out to events, along with City leaders like Mayor, council members, etc. This would be an important part of what they'd be looking for, if that's something you can help coordinate? If not, we are happy to support or find partners that can.

What a Grantee can expect from American Forests

- Funding
- Technical support for:
 - Tree planting, giveaway, maintenance, or potting
 - After care
 - Watering or irrigation
 - Mulching
 - Lawn mower or critter protection

- Monitoring
- Tree selection
- Tree sourcing
- Tools and materials sourcing
- Improving soil
- Structural soil
- De-paving and concrete removal process
- Community outreach and engagement
- Volunteer recruitment and management
 - For example, trained local urban forestry volunteer sourcing
- Run of show aka event schedule
- Communications
 - Press releases
 - Social media
 - Opening remarks
 - Dependent on local partner, corporate partner, and their planting goals
- Coordinating with VIPs and media
 - Dependent on local partner, corporate partner, and their planting goals
- Coordinating with Corporate Sponsor
- Coordinating with municipal partners
- Support in tree tags with Grantee, corporate partner, and American Forest logos
- Coordinating gloves
- Support with providing some snacks for planting day

What a Grantee can expect from Corporate Sponsor

- Enthusiastic and hardworking volunteers
- Dependent on corporate partner, local partner, and their desired communications approach and goals to discussing the work, there could be communications inclusion like:
 - Press releases
 - Social media
 - Photographer/ Videographer
- Coordinating with VIPs and media
- Financial support for morning refreshments and either breakfast or lunch to all volunteers
- Extra hands for supplemental activities such as invasive removal or tree maintenance if tree planting ends early
- Transporting themselves to and from the planting site

What American Forests can expect from a Grantee

- Sign a grant agreement
- Follow grant agreement
- Complete a grant report
- Follow Tree Equity Score or Tree Equity Score Analyzer requirements (if applicable)
 - See grant agreement for more details
 - www.treeequityscore.org
- Obtain permission of all property owners where trees will be planted
- Participate in pre-planting virtual calls
- Dignitary recommendations and outreach
 - Identify who to invite to attend tree planting and possibly speak during opening remarks and invite agreed upon speaker(s) to attend the event.
 - For example, a member of the TESA stakeholder council
 - AF supports speakers coordinating remarks
- Develop, share and execute a two-year, post-planting maintenance and monitoring plan
- Organizing details and executing a safe and fun tree planting event
 - Provide allergy and dietary friendly fruit and granola bars, for event participants to consume.
 - Provide water in large containers and cups to volunteers or water bottles
 - Provide Restroom or portable restroom access within a 10 minute walk or less for the duration of the event
 - Tree planting and tool safety demo prior to volunteers beginning work or at their first tree once they're split into groups
 - Having enough trained staff and/ or volunteers on planting day to register volunteers, safely oversee work and answer questions
 - Having a supplemental activity such as invasive plant removal, in case planting finishes early
 - Putting on tree tags with Grantee, corporate partner, and American Forest logos
 - Sourcing tree species suitable for projected climate change conditions.
 - Providing materials, tools and gloves
 - This includes
 - One shovel per every two adult volunteers
 - Ten smaller shovels for younger children
 - One pair of eye protection per planting team
 - One Pick-mattock per planting team
 - One hard rake per planting team
 - One bag of three cubic feet of non-dyed mulch per tree

- If watering trees on planting day, provide a water system and guidance
- Two stakes (if need to stake) per tree
- Stake pounder or similar (if need to stake) one per every 15 trees
- Arbor-tie or similar (if need to stake) one roll
- Scissors, small knives, or similar for trained volunteers to cut off packaging one per planting team
- Wire-cutters, if sourcing bald and burlapped trees, one per planting team
- Gloves for all adult and children volunteers
- 10 Trash bags
- Two Folding tables, if planting location already has tables you plan to use, please disregard
- One Folding tent, if planting location already has tables you plan to use, please disregard
- One First-aid kit

Project Proposal Template

- **Planting Locations** (name & address)
- **Planting Location description** (just 1-2 short paragraphs that explains why this is a priority site, ideally tied to Tree Equity Score and other local priorities.)
- **Event description** (similar, 1-2 short paragraphs on the event you'd coordinate for them, what they'd do, what makes the event exciting, story behind the planting location(s), etc. For a tree planting, give us a general # of trees that you'd anticipate planting)
- **Media & City Leadership** (similar, 1-2 short paragraphs on your relationships with local media & city leaders, and experience getting them out to events like this, and how you'll do something similar for this opportunity)
- **Anything else they should know?** We like to keep this phase fairly high-level to make the most efficient use of your time, but if there is anything else you'd like them (or us) to know when it comes to volunteer events that BLT, Garden Club, and coordinates for corporate partners or any other exciting, juicy details about this opportunities, please let us know. Thanks!

American Forests Tree Project Discussion

Weyerhaeuser is proposing a tree project in Lebanon with funding of up to \$25,000 to cover all expenses (trees, bark mulch, posts, watering tubes, ties, fertilizer, shovels, soil supplements etc.). They hope to provide between 30-50 employee volunteers for a single (9:00am-12:00pm) planting event that must fall on a weekday between 3/11/26 and 3/17/26. (At this point Thursday 3/15 looks the best.)

Phase I – Tennessee Rd. Property

- 1) 42 trees including 6 for the BLT workday already planned on Saturday, 3/7 at River Park and 36 for the City's Tennessee Rd. property.
 - a) Linda has agreed to write up and submit the project details. She will also arrange to purchase the trees and help to coordinate the event.
 - b) BLT has agreed to:
 - Acquire the stakes, ties, watering tubes, fertilizer etc.
 - Provide most of the tools necessary for the project.
 - Arrange for a 15-yard truckload of fir bark to be delivered.
 - Help coordinate the event and manage both Weyerhaeuser and BLT volunteers
 - Keep the trees watered during the hot summer months for 2 years.
- 2) The City role:
 - a) Approve the tree selection and planting locations.
 - b) Pick up and deliver all 42 trees including the 6 for River Park. Note - that will need to be done prior to BLT's workday on 3/7.

Possible Phase II - #50 trees at Cheadle Park

- 1) Timeframe – would need to be late fall 2026 or March 2027
(When might it be possible to gain access to Cheadle Park to plant trees? presumably on a Saturday)

- 2) Would Weyerhaeuser consider it.
- 3) We would have to rely on community volunteers to plant the trees.
- 4) BLT does not have the manpower to water that many additional trees.

Questions

- 1) How will the holes be dug?
- 2) Supplemental soil if needed?
- 3) Should we try to include additional equipment to be used on one or both projects?