



CITY OF SWEET HOME PARKS & TREE COMMITTEE AGENDA

March 18, 2026, 8:30 AM
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 971-203-2871 and enter the meeting ID followed by the # sign to be logged in to the call. Meeting ID: 212 391 460#

Call to Order and Pledge of Allegiance

Roll Call of Park and Tree Committee Members:

Time Reports

Meeting Minutes

- a) [2026-02-18 Park & Tree Committee Meeting Minutes](#)

Public Comment. This is an opportunity for members of the public to address the Park and Tree Committee on topics that are not listed on the agenda.

Beautification Committee Update

Old Business

Arbor Day / Blooms & Brews

Sankey Park Phase III

New Business

Introduction of New Member

Chair and Vice Chair Nominations

New Meeting Day and Time

Round Table Discussions (Committee comments about topics not listed on the agenda)

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.

The Sweet Home Park and Tree Committee welcomes your interest in these agenda items. Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Committee may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend.

If you have questions, please contact the Community and Economic Development Department at 3225 Main Street, Sweet Home, Oregon 97386; Phone: (541) 367-8113.

SHMC 1.10 CITY COMMITTEES

§ 2.10.050 POWERS AND DUTIES.

A. Park and Tree Committee. The powers and duties of the Park And Tree Committee shall be as follows:

1. To conduct an inventory of existing street trees, including historical trees and public properties in need of beautification and plantings and present a written report to the City Council of its findings;
2. To develop and recommend to the City Council, for its adoption, a master list of trees suitable for planting within the city. The list shall be reviewed annually, a copy of which shall be kept on file in the office of the City Recorder for public information;
3. To develop and recommend to the City Council, for its adoption, ordinances and policies for the planting, care, maintenance, replacement and protection of trees throughout the city;
4. To act in an advisory capacity to the Planning Commission with respect to landscape design, suitable plantings, protection of natural vegetation and street tree requirements;
5. To submit recommendations to the City Council regarding the beautification of public properties and rights-of-way;
6. To promote public knowledge and acceptance of the value of tree planting and maintenance programs and requirements;
7. To develop a capital development program for each fiscal year, to include acquisition of new land and/or development of existing property for parks and other recreation areas;
8. To recommend recreation programing needs to be produced by the city;
9. To recommend an operating budget to carry out the recreation program as outlined for the forthcoming fiscal year; and
10. To preform additional duties and studies as may be required from time to time by the City Council.
11. To meet a minimum of four meetings a year, beginning with the month of December, which meeting should be devoted to the development of the next year's capital and recreation programs.

(Ord. 1263, § 1, 2017)



CITY OF SWEET HOME PARKS & TREE COMMITTEE MINUTES

February 18, 2026, 8:30 AM
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi
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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 8:30 AM

Roll Call of Park and Tree Committee Members:

PRESENT

Member Matthew Bechtel
Vice Chair Lena Tucker
Member Nancy Patton
Member Melanie Jones
Member Scott Swanson - 8:33 AM
Councilor Aaron Hegge
Member Debra Northern

STAFF

Angela Clegg, Planning & Building Manager
Dominic Valloni, Public Works Operations Manager
Sean Hegge, Crew Lead: Facilities and Parks
Adam Leisinger, Special Projects Manager

GUESTS

Candice Snyder, Beautification Committee

Time Reports

Vice Chair Tucker informed the Committee that she turned in the time reports for the January tree planting. Member Jones turned in a report.

Manager Clegg reminded the Committee to use the forms she provided for better tracking of Committee Members time.

Meeting Minutes:

a) 2026-01-21 Park and Tree Committee Meeting Minutes

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Member Bechtel informed Manager Clegg that there was a typo in the second paragraph of the old business section. Manager Clegg stated she will correct the minutes.

A motion to approve the 2026-01-21 Park & Tree Committee Meeting Minutes as amended was made by Member Melanie and seconded by Member Patton. The motion carried by the following vote:

AYE: Member Bechtel, Vice Chair Tucker, Member Patton, Member Jones, Member Swanson, Member Northern

NAY: None

Public Comment.

None

Beautification Committee Update

Vice Chair Tucker asked about the fish installed in the median. Candice explained that the Public Works Department placed the fish there. She also informed the Committee that the Deputy City Manager approved the purchase of the median flowers and flower baskets, and she described the planned 2026 color theme. The flowers are scheduled to be delivered on May 18, with planting to take place on May 19 and 20. Candice added that the Beautification Committee will resume meetings in March.

Manager Clegg further clarified that the median fish project was initiated by the Arts & Culture Committee. The fish were created by Sweet Home High School, and Public Works secured them in concrete and installed them in the median.

Old Business

Arbor Day / Blooms & Brews: Manager Clegg reminded the Committee that the festival will be held on April 25 at Sankey Park. The City has begun advertising for the event and will be contacting specific vendors soon. She also informed the Committee that ODF reached out expressing interest in participating.

The Committee asked whether Manager Clegg would contact Pacific Power again, and she confirmed she would. Member Patton asked if the Committee would be planting trees for the event. Vice Chair Tucker explained that the tree planting completed in January was done in recognition of Arbor Day, and that planting too late in the season puts the trees at risk. Manager Clegg added that she contacted the Arbor Day Foundation to confirm that planting the trees prior to the event was acceptable, and they confirmed it was.

Sankey Park Phase III: Manager Clegg informed the Committee that staff are finalizing the contract for construction of the ADA trail and are working to narrow down both the design and contract for the Bandstand. Member Patton asked whether staff had a draft design or image of the bandstand yet, and Manager Clegg confirmed they did not. The Vice Chair then asked whether staff would be working with the Timber Framers Guild once a design was selected. Manager Clegg explained that staff decided to pursue a different approach due to the project's cost.

Ames Creek Planting Update: Member Swanson commented that there was strong participation in the project. Crew Lead Hegge reported that the team planted 1,600 plants on the first day and completed the remainder the following day, for a total of approximately 2,500 plants. Manager Clegg confirmed that high school students also took part in the planting. The Committee then discussed potential next steps.

New Business

Strawberry Park: Manager Clegg informed the Committee that the City did not receive the grant it had applied for, but staff will continue seeking other funding opportunities. Vice Chair Tucker asked what the grant proposal was intended to support. Manager Clegg explained that it was for the park's design work, but that drainage issues also need to be addressed as part of the project.

City Hall Park: Manager Clegg informed the Committee that staff are working on a grant opportunity to fund an accessible fitness park. Member Patton asked whether previously discussed donations for the park had been used. Manager Clegg clarified that no funds were ever donated; there had been a potential financial donor and an equipment donor, but neither followed through. Manager Leisinger added that Deputy Director Pretty informed him that the City has received a \$35,000 grant for the equipment.

Quarry Park: Manager Clegg informed the Committee that staff are exploring potential recreation options with partner organizations, though these discussions are not yet ready to be shared publicly. She also reported that staff are working to identify funding for the 24th Avenue railroad crossing upgrade, which is expected to cost between \$2–3 million. The larger corridor project is estimated at approximately \$65 million.

Weeding and General Upkeep: Manager Clegg informed the Committee that this task will be a priority for the coming year. Because there are many needs within the City's existing parks that require attention, the City will not be focusing on new development projects such as the 42nd Avenue and Osage Street site at this time.

Threatened and Endangered Species: Manager Clegg explained that staff are looking for someone who can help identify and document threatened and endangered species within the City of Sweet Home, including where they have been found and what regulatory restrictions apply. Manager Leisinger noted that it is challenging for staff to keep track of the various species lists required by different regulatory agencies. Member Swanson asked what type of person the City is seeking for this task. Manager Clegg suggested it could be helpful for a Committee Member to serve as a point of contact and then work with a volunteer. She added that no decision needed to be made at this meeting. Vice Chair Tucker mentioned a program she has used in the past and said she would look up the information and share it with staff.

EAB Public Works Classes: Manager Clegg informed the Committee that several members of the Public Works Department will be attending a tree-trunk injection workshop for emerald ash borer treatment in March. Member Northern asked whether the class was open to the public. Manager Clegg replied that she was not sure but would email the information to her. Vice Chair Tucker discussed the benefits of the training for staff and noted that there are several priority trees in the City that will need ongoing monitoring.

Round Table Discussions

Manager Clegg informed the Committee that several applicants have applied for the vacant position. The Admin & Finance Committee will meet soon to select the new Committee member.

She also shared that there will be a schedule change for Park & Tree Committee meetings to keep all City committee schedules consistent. Meetings will move to the afternoon. Although no decision is needed at this meeting, staff would like the Committee to consider meeting on either the 1st or 3rd Tuesday of each month at 4:00 PM. This schedule would align with other City committees and with staff availability.

Member Patton asked for an update on the pie bake-off. Manager Clegg said she will begin contacting potential donors in the coming months. She hopes to secure sponsors and donations by the end of

June, or by the end of July at the latest. She encouraged Committee members to share any sponsorship leads. Member Patton noted that the Park & Tree Committee, their family, or friends could sponsor the event. Vice Chair Tucker asked Member Patton to lead the fundraising efforts. The group discussed how many pies to accept for the competition. Manager Clegg asked for their input but noted that a decision is not required today and can be revisited.

Vice Chair Tucker asked about logistics for the Blooms & Brews Festival. Manager Clegg described the planned activities. Member Patton asked whether the Beautification Committee would have a booth, and Manager Clegg confirmed that they would. Staff will share details once finalized.

Member Patton asked whether the flagpole area in Sankey Park would be weeded and if flowers would be planted afterward. Manager Clegg replied that a maintenance plan needs to be discussed before additional planting occurs. When Member Patton asked whether the Committee could simply pick a day to pull weeds, Manager Clegg reminded the group that they had agreed during their project goals meeting to develop a maintenance schedule.

Member Bechtel raised concerns about the potential for a severe fire season due to low rainfall. Vice Chair Tucker noted that water bags will be important.

Member Patton asked whether there would be a celebration recognizing Wally for his service on the Park & Tree Committee. Manager Clegg said she has not yet spoken with him. A celebration had been planned for December, but it was canceled due to weather. She will reach out to him. Manager Leisinger added that members of other committees have also stepped down, and staff hope to coordinate a joint recognition event.

Adjournment

The meeting was adjourned at 9:08 AM