



# CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

May 15, 2024, 8:30 AM  
Santiam Conference Room  
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.

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## 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, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: #278 852 022 483

## Call to Order and Pledge of Allegiance

## Roll Call of Park and Tree Committee Members:

## Time Reports

## Meeting Minutes

[2024-04-17 Park and 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.

## New Business

[Sweet Home Parks Master Plan Presentation](#)

Cut the Gut Checkpoint

## Old Business

Ivy Pull at Sankey Park

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

## Adjournment

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

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*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.*

**§ 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 AND TREE COMMITTEE MINUTES

April 17, 2024, 8:30 AM  
Santiam Conference Room  
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

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## Call to Order and Pledge of Allegiance

The meeting was called to order at 8:30.

## Roll Call of Park and Tree Committee Members:

PRESENT

Matthew Bechtel  
Lena Tucker  
Bob Dalton  
Wally Shreves  
Nancy Patton  
Debra Sue Northern  
Councilor Dave Trask

STAFF

Greg Springman, Interim Assistant Public Works Director  
Blair Larsen, Community & Economic Development Director  
Diane Golden, Associate Planner  
Angela Clegg, Tourism and Economic Development Coordinator (remote)

## Time Reports

Wally reminded the committee to turn in their minutes in writing to Diane.

## 2024-03-20 Park and Tree Committee Minutes

The meeting minutes were motioned to be approved with corrections to replace "frisbee" with "disc" by Bob, seconded by Lena.

YAY: 6

Nay: 0

**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.

None.

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## Old Business

Cut the Gut Checkpoint at Sankey Park Wally will try to communicate with Lagea on more information for Cut the Gut. A gift basket was brought up by Nancy, who can assemble it. Blair said some swag can be donated from the City. A spot by the plaza at Sankey Park was brought up to provide the bridge in the background. The City will communicate to the Chamber for registration and information. Debra, Lena, Matthew and Nancy voiced support for the event. A vote was made to support Cut the Gut checkpoint at Sankey Park.

Yay: 6

Nay: 0

## New Business

Welcome New Park and Tree Committee Member Wally and Diane will try to reach out to new committee member Jo Anne Solis.

Arbor Day Review Angela confirmed that this will be the 37th year for the certification for Tree City USA. The plaque for Mollie will not be ready by the event. Angela will let the committee know when it is so they can plan accordingly and will send Debra a proof before confirming it to be made. Wally will be providing hot dogs and buns, a Tic Tac Toe game, and cornhole. Nancy will be providing refreshments. Lena will communicate with Sean and Dominic about digging the hole for the dogwood tree. Dave will communicate with pro-tem Greg Mahler to see about attending. Lena will be providing the shrubs for giveaways, as well as discs and tomato cages for disc golf. 150 cookies will be purchased from Safeway for the event from the City. Angela confirmed that the tables and pop ups will be at the shelter for Saturday, as well as a sound system provided.

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

Greg will forward the beautification information to Diane in order to pass it on to the committee. Dominic is recruiting high school kids to pull ivy on May 3rd, 10:00 at southeast Sankey park. Wally will send a reminder to Diane so it can be noticed as a quorum.

Sankey Park Phase III- Knife River is willing to donate concrete for the slab for the structure. The donation would be considered an "in kind" match. Wally will communicate with Knife River about the estimation of cost. A building permit will need to be submitted through the city and need to be comparable with the structure going in. Blair will talk with the building inspector to confirm what will be adequate.

Nancy asked for a QR code for Cut the Gut for donations for Sankey Park.

Lena updated the committee that the plum tree at Walkabout park will need to be pulled out, and a dead birch tree at Clover Park. Lena will look at the cyprus tree at Northside Park.

**Adjournment** The meeting adjourned at 9:35.

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.

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## SHMC 1.10 CITY COMMITTEES

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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)



## Sweet Home Park System Master Plan

**To:** Sweet Home Park and Tree Committee  
Blair Larsen, Community and Economic Development Director  
Angela Clegg, Tourism and Economic Development Coordinator  
Diane Golden, Associate Planner

**From:** Colin McArthur, Elizabeth Auvil

**Date:** May 15, 2024

**Subject:** Recommendations **DRAFT**

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### OVERVIEW

The following draft Recommendations are based on the needs assessment, which includes demographics and public outreach findings, input from City staff, the park system inventory and previous planning documents. Recommendations are also based on the Goals previously developed with City staff and the Park and Tree Committee. Park system plan recommendations are aspirational in nature while providing the means to realize projects during the next 20 years.

### RECOMMENDATIONS

#### SYSTEM

##### Level of Service

Currently, the park system level of service ratio of park acreage per 1,000 residents is well below the lower quartile for similarly sized jurisdictions. To increase the level of service, the Plan recommends the adoption of a LOS target of 6.0 park acres per 1,000 residents. This LOS target would meet the lower quartile for acres of parkland per 1,000 residents.

With an estimated population of 11,175 residents in 2043, the City will need to develop approximately 41 acres of parkland over the next 20 years to achieve the LOS target of 6.0 acres of parkland per 1,000 residents. The City has 4.8 acres of undeveloped property at 42nd and Osage Street planned to be developed as a neighborhood park. There is also an opportunity for a neighborhood park near 43rd and Coulter, where a potential subdivision is under land development review. If a 10 to 15-acre park were developed in that location, the City would be close to midway to achieving the LOS target. In addition to those two park developments, an additional 21 to 26 acres of neighborhood or community park development is needed to achieve a LOS of 6.0 acres of parkland per 1,000 residents by 2043.

Depending on the size of parks, developing 3-4 parks totaling 41 acres of parkland will also improve the

residents per park level of service by lowering the number of residents per park and bringing the LOS in Sweet Home closer to the median LOS of similarly sized agencies. Assuming Sweet Home realizes an estimated population of 11,175 in 2043, and the City develops 3-4 new parks, the LOS in the next twenty years would be reduced to 1,240 to 1,390 residents per park, or approximately the median LOS benchmark.

**Table 1.1 Systemwide Recommendations**

ID	Site	Description
<b>S1.1</b>	System	Adopt a level of service target of 6.0 acres of park land per 1,000 residents in 2043.
<b>S2.1</b>	System	Implement, design, and maintain consistency with products and features such as site furnishings and signage as existing parks are improved and new parks are developed
<b>S3.1</b>	System	Amend the Sweet Home Development Code to include parkland dedication or parkland development funding (payment in lieu) standards for land division subdivision and planned development approvals.

## EXISTING PARK FACILITY DEVELOPMENT

### Neighborhood Park Facility Development

- Ashbrook Park
- Clover Memorial Park
- Northside Park
- Strawberry Park

**Table 1.2 Neighborhood Park Recommendations**

ID	Site	Description
<b>P1.1</b>	Ashbrook Park	Install restroom, lighting, security cameras.
<b>P1.2</b>	Ashbrook Park	Improve the parking area to enhance accessibility.
<b>P1.3</b>	Ashbrook Park	Replace the existing playground.
<b>P1.4</b>	Ashbrook Park	Improve existing basketball courts with resurfacing.
<b>P1.5</b>	Ashbrook Park	Pave the existing loop trail to improve accessibility and install site furnishings.
<b>P2.1</b>	Clover Memorial Park	Implement 1st Street closure at northern intersection with Santiam Highway, and install traffic calming design.
<b>P2.2</b>	Clover Memorial Park	Improve visibility through the park by lowering the height of Fountain Hill.
<b>P2.3</b>	Clover Memorial Park	Develop playground and install site furnishings.
<b>P2.4</b>	Clover Memorial Park	Install landscape improvements and address drainage improvements.

<b>P3.1</b>	Northside Park	Install river access trail.
<b>P3.2</b>	Northside Park	Construct a fishing and viewing platform.
<b>P3.3</b>	Northside Park	Replace basketball court base and surfacing,
<b>P3.4</b>	Northside Park	Resurface racquetball court and tennis court.
<b>P3.5</b>	Northside Park	Remodel playground.
<b>P3.6</b>	Northside Park	Install landscape improvements.
<b>P3.7</b>	Northside Park	Install site furnishings and security cameras.
<b>P4.1</b>	Strawberry Park	Improve parking area and install loop trail.
<b>P4.2</b>	Strawberry Park	Install restroom.
<b>P4.3</b>	Strawberry Park	Install landscape improvements and irrigation updates.
<b>P4.4</b>	Strawberry Park	Design and install playground addition.
<b>P4.5</b>	Strawberry Park	Design and install pavilion.

### Community Park Facility Development

- Sankey Park

**Table 1.3 Community Park Recommendations**

ID	Site	Description
<b>P5.1</b>	Sankey Park	Design and construct bandstand.
<b>P5.2</b>	Sankey Park	Design and install splash pad.
<b>P5.3</b>	Sankey Park	Plan, design, and install pump track.
<b>P5.4</b>	Sankey Park	Install restrooms.
<b>P5.5</b>	Sankey Park	Plan, design, and install basketball court.
<b>P5.6</b>	Sankey Park	Install pedestrian bridge to the community center.

### Natural Area Park Facility Development

- Hobart Natural Area

**Table 1.4 Natural Area Park Recommendations**

ID	Site	Description
<b>P6.1</b>	Hobart Natural Area	Develop a Natural Area Management Plan including a detailed analysis of restoration areas, quantify the restoration needed and prepare specific management recommendations.
<b>P6.2</b>	Hobart Natural Area	Develop parking areas, and improve roadway access from 35th Ave.
<b>P6.3</b>	Hobart Natural Area	Install trails and boardwalk, including trail lighting.

<b>P6.4</b>	Hobart Natural Area	Install site furnishings; trailhead landscape improvements and lighting.
<b>P6.5</b>	Hobart Natural Area	Initiate wetland restoration efforts following management plan recommendations.

### Special Use Park Facility Development

- Pleasant Valley Boat Ramp

**Table 1.5 Special Use Park Recommendations**

ID	Site	Description
<b>P7.1</b>	Pleasant Valley Boat Ramp	Resurface parking area.

### Undeveloped Park Facility Development

- Walkabout Park
- Halfway Park

**Table 1.6 Undeveloped Park Recommendations**

ID	Site	Description
<b>P8.1</b>	Walkabout Park	Install site furnishings.
<b>P8.2</b>	Walkabout Park	Install landscape improvements.
<b>P9.1</b>	Halfway Park	Install sidewalk improvements.
<b>P9.2</b>	Halfway Park	Install site furnishings.
<b>P9.3</b>	Halfway Park	Install landscape improvements.

### New Park Facility Development

- Future Neighborhood Park (City Hall Park)
- Future Neighborhood Park
- Future Regional Park

**Table 1.7 New Park Recommendations**

ID	Site	Description
<b>P10.1</b>	Future Neighborhood Park (City Hall Park)	Relocate covered bridge from Sankey Park to the future park site adjacent to City Hall.
<b>P10.2</b>	Future Neighborhood Park (City Hall Park)	Install dog park and pedestrian path to adjacent neighborhood.

<b>P10.3</b>	Future Neighborhood Park (City Hall Park)	Install a new playground.
<b>P11.1</b>	Future Neighborhood Park	Develop 4.8 acres as a neighborhood park with natural area components at 42nd and Osage Street.
<b>P12.1</b>	Future Regional Park	Issue an RFI for public-private partnership at the former Quarry Property.
<b>P12.2</b>	Future Regional Park	Install multi-use paths at the Quarry Property.
<b>P12.3</b>	Future Regional Park	Install pavilions, picnic shelters, and informational kiosks at the Quarry Property.

### Park Acquisition and Development

- Future Neighborhood Park Acquisition 1 (East)
- Future Outdoor Event Center Acquisition 2 (East)

**Table 1.8 Park Acquisition and Development Recommendations**

ID	Site	Description
<b>A1.1</b>	Future Neighborhood Park Acquisition 1 (East)	Acquire and develop 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion, and restroom.
<b>A2.1</b>	Future Outdoor Event Center Acquisition 2 (East)	Conduct a feasibility study for an outdoor event center located between 38th to 42nd Avenue, south of Long Street.

### Trail Development

- Trail System Plan

**Table 1.9 Trail Development Recommendations**

ID	Site	Description
<b>T1.1</b>	Trail System Plan	<p>Develop a Trail System Plan, and study the following trail projects:</p> <ul style="list-style-type: none"> <li>• South Hills Trail Expansion (on street) Connection to Sankey Park; connect east and west segments</li> <li>• Ames Creek Trail (on-street and off-street) Sankey Park to Hobart Natural Area</li> <li>• Wiley Creek Trail North-south trail along Wiley Creek from Wiley Park with bridge crossing</li> <li>• South Santiam River Trail Northside Park to Quarry Property segment Quarry Property to Wiley Park segment (OPRD grant)</li> <li>• Rail trail South side of railroad between Wiley Park and 24th</li> </ul>

		<ul style="list-style-type: none"> <li>Foster Dam Road trail (on street) Connects to Foster Reservoir trail, and in collaboration with the Corps.</li> <li>Shea Point Trail Trail from Shea Viewpoint towards Sweet Home along rail</li> <li>43rd and Osage to Quarry Property (on-street and off-street) Connection with rail trail</li> <li>Long Street Trail (on-street)</li> <li>Sankey Park to Northside Park Trail (on-street) Trail along 18th Ave and Tamarack Street</li> <li>Coulter Lane to Foothills Drive East-west trail through Hobart Natural Area</li> </ul>
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## OPERATIONS AND MAINTENANCE

The City will need to adjust its staffing and funding levels to adequately support park operations and maintenance as the City experiences population growth and the park system expands. Standards for maintenance and consistency in products can also improve efficiency. Examples of such standards include: ensuring playground equipment and surrounding play areas meet ASTM and National Playground Safety Institute standards; ensuring park facilities and circulation are accessible for all, structurally sound facilities with no compromised materials, park spaces are free of debris or graffiti, and restrooms are open consistently, clean, sanitary, and supplied with necessary facility products.

## PRIORITIZATION

Recommended projects are organized into phases and prioritized across the 20-year planning period in three categories (High, Medium, or Low).

**Table 1.10 Project Prioritization**

ID	Project Title/Description		Priority Level		
			High	Medium	Low
			FY 2025-2030	FY 2030-2035	FY 2035-2045
P1	Ashbrook Park				
	Phase 1	Install restroom, lighting, and security cameras.	High	-	-
	Phase 2	Improve parking, replace playground and resurface basketball court.	-	Medium	-
	Phase 3	Pave existing loop trail and install site furnishings.	-	-	Low
P2	Clover Memorial Park				
	Phase 1	Implement 1st Street closure at northern intersection with Santiam Highway, and install traffic calming design. Improve Fountain Hill visibility.	High	-	-

	Phase 2	Develop playground and install site furnishings.	-	Medium	\$ -
	Phase 3	Install landscape improvements and improve drainage.	-	-	Low
P3	Northside Park				
	Phase 1	Install river access trail and fishing/viewing platform.	High	-	-
	Phase 2	Update basketball court base and surfacing, update racquetball court and tennis court surfacing.	-	Medium	-
	Phase 3	Remodel playground. Install landscape improvements, site furnishings and security cameras.	-	-	Low
P4	Strawberry Park				
	Phase 1	Improve parking area and install loop trail.	High	-	-
	Phase 2	Install restroom, landscape improvements, and update irrigation. Install playground addition and pavilion.	-	-	Low
P5	Sankey Park				
	Phase 1	Design and construct bandstand.	High	-	-
	Phase 2	Install splash play, pump track, restroom. Install basketball court.	-	Medium	-
	Phase 3	Install pedestrian bridge to community center.	-	-	Low
P6	Hobart Natural Area				
	Phase 1	Develop a Natural Area Management Plan.	High	-	-
	Phase 2	Develop parking areas. Improve roadway access from 35th Ave.	-	Medium	-
	Phase 3	Install trails, site furnishings, trailhead landscape improvements, and lighting. Restore wetlands.	-	-	Low
P7	Pleasant Valley Boat Ramp				
	Phase 1	Resurface parking area.	-	Medium	-
P8	Walkabout Park				
	Phase 1	Install site furnishings and landscape improvements.	-	Medium	-
P9	Halfway Park				
	Phase 1	Install sidewalk improvements.	-	Medium	-
	Phase 2	Install site furnishings and landscape improvements.	-	-	Low
P10	Future Neighborhood Park (City Hall Park)				
	Phase 1	Relocate covered bridge from Sankey Park.	High	-	-
	Phase 1	Install dog park and pedestrian path to adjacent neighborhood.	High	-	-

	Phase 2	Install a playground.	-	Medium	-
P11	Future Neighborhood Park				
	Phase 1	Develop 4.8 acres as a neighborhood park at 42nd and Osage Street.	High	-	-
P12	Future Regional Park				
	Phase 1	Install multi-use paths.	-	Medium	-
	Phase 2	Install pavilions, picnic shelters and informational kiosks.	-	-	Low
T1	Trail System Plan				
	Phase 1	Develop a Trail System Plan.	High	-	-
A1	Future Neighborhood Park Acquisition 1 (East)				
	Phase 1	Acquire and develop 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion and restroom.	-	Medium	-
A2	Future Outdoor Event Center Acquisition 2 (East)				
	Phase 1	Conduct a feasibility study for an outdoor event center.	-	-	Low



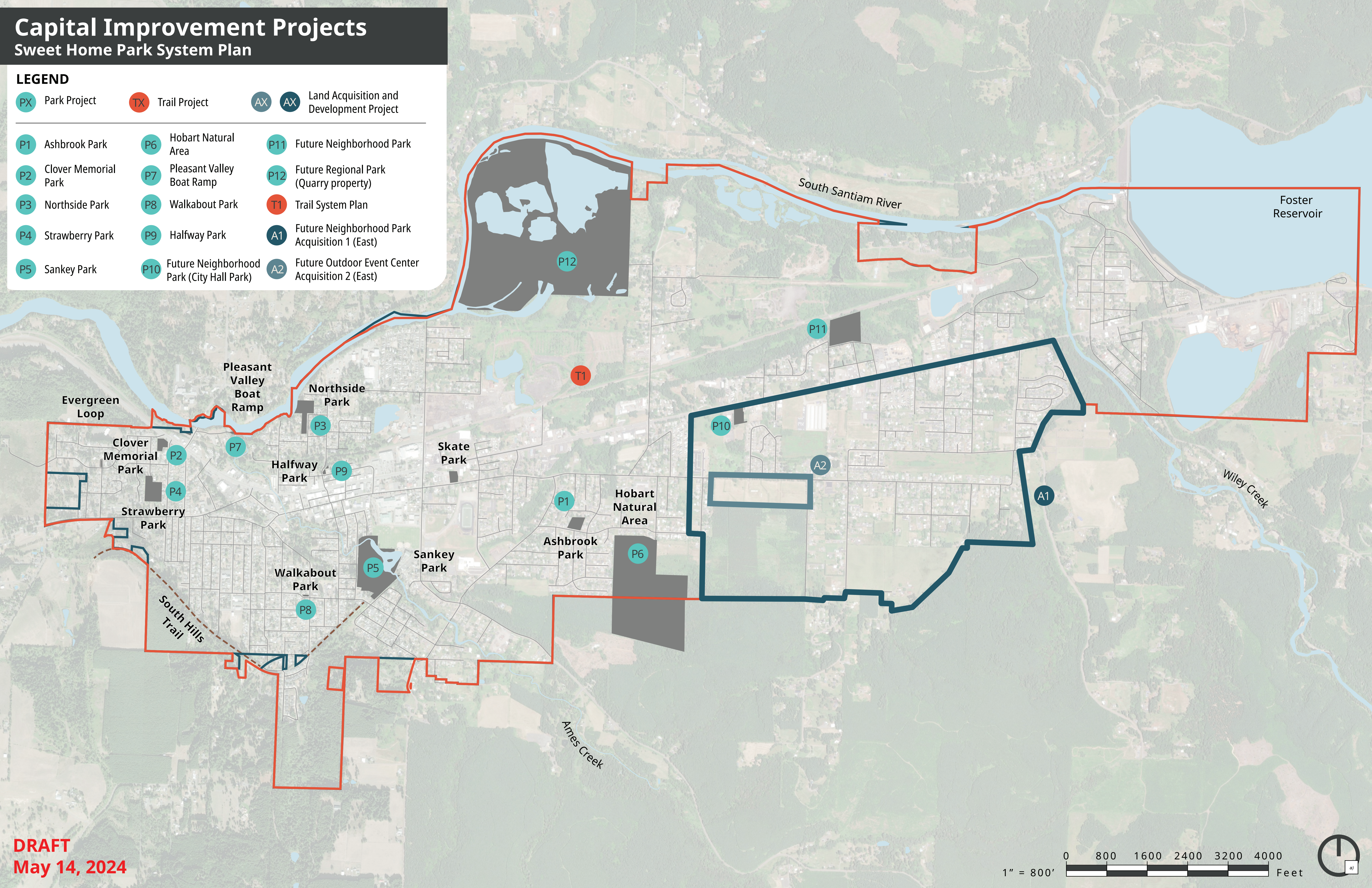
# Capital Improvement Projects

## Sweet Home Park System Plan

## LEGEND

PX Park Project      TX Trail Project      AX AX Land Acquisition and Development Project

P1	Ashbrook Park	P6	Hobart Natural Area	P11	Future Neighborhood Park
P2	Clover Memorial Park	P7	Pleasant Valley Boat Ramp	P12	Future Regional Park (Quarry property)
P3	Northside Park	P8	Walkabout Park	T1	Trail System Plan
P4	Strawberry Park	P9	Halfway Park	A1	Future Neighborhood Park Acquisition 1 (East)
P5	Sankey Park	P10	Future Neighborhood Park (City Hall Park)	A2	Future Outdoor Event Center Acquisition 2 (East)



**DRAFT**  
**May 14, 2024**

