



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

October 18, 2023, 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.

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

- a) [2023-09-20 Park and Tree Committee 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

Sankey Park Phase III Update

Harvest Festival

Master Park Plan Update

Ivy Pull

Park Naming

- a) [Pocket Park Naming Applications](#)

New Business

City Hall Park

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

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.

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

§ 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

September 20, 2023, 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

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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

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

STAFF

Angela Clegg, Tourism & Economic Development Coordinator
Diane Golden, Associate Planner
Greg Springman, Public Works Director

Time Reports

TED Coordinator Clegg reminded the Committee to get their hours in by the end of October.

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

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.

Old Business

Sankey Park Phase III Matching Funds: Clegg gave the Committee a fundraising report. The Committee discussed the next steps.

Walking Paths Between Parks: Shreves and Marvin will meet up and look at how the paths and parks connect in the City. Clegg reminded the Committee that these types of ideas should be included in the Master Parks Plan.

Weddle Bridge Update: Springman informed the Committee that he had no updates from the engineers.

Dahlenburg Bridge Relocation: Clegg and Springman gave an update.

Ivy Removal: The Committee discussed a work day in October after Harvest Festival.

New Business

City Committee Code of Conduct

- a) City Committee Code of Conduct

Clegg gave a summary of the Code of Conduct and asked the Committee to review it on their own time.

Staff Updates

Harvest Festival: Clegg gave an update on Harvest Festival activities.

Clegg introduced Diane Golden as the new Associate Planner.

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

Patty Holk gave an update on Beautification Committee activities.

Tucker gave an update on invasive insects causing disease in trees and discussed the tree removed from the front of Mr. Lucky's Deli. Tucker gave an update on the Health Fair.

Patton discussed fundraising ideas.

Bechtel asked about the option to donate on the utility bills. Clegg instructed the Committee to contact the Finance Manager.

Adjournment

The meeting was adjourned at 9:42 AM



City of Sweet Home

Application for Naming Publicly Owned Facilities

The Sweet Home City Council has sole responsibility for establishing formal legal names for City-owned facilities. The policy for naming Publicly Owned Facilities is attached. Please complete the following form. Return the completed form and the appropriate fees to City Hall for consideration.

<i>Publicly Owned Facilities or Property Considered for Naming:</i> Pocket Park corner of 10th and Elm	
<i>Current Name:</i> None	<i>Proposed Name:</i> Walk About Park

<i>Applicants Name:</i>	Wally Shreves		
<i>Organization:</i>	Park and Tree Committee		
<i>Contact Info:</i>	<i>Address:</i>	422220 Marks Ridge Dr	
	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
	Sweet Home	OR	97386
<i>Email:</i>	lamopar@icloud.com		<i>Phone:</i> 541-570-5963

Please provide and explanation of why the City should take this action:
 The committee gathered for a meeting to develop names for two pocket parks. This park is in an area where many members of the community head out for a walk. This is a great place for a bench to take a break from the walk. Our plan going into the parks master plan is to include this park in the parks walk route.

For Official Use Only			
<i>Date:</i>	<i>Received By:</i>	<i>Fee Paid:</i>	<i>Receipt #:</i>

<i>Application Review:</i>	<i>Date:</i>	<i>Recommendations (Approve, Approve with Conditions, Deny):</i>
() Park & Tree Committee		
() City Council		
()		



City of Sweet Home

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<i>Publicly Owned Facilities or Property Considered for Naming:</i> Pocket Park corner of 12th and Nandina	
<i>Current Name:</i> None	<i>Proposed Name:</i> Half Way Park

<i>Applicants Name:</i>	Wally Shreves		
<i>Organization:</i>	Park and Tree Committee		
<i>Contact Info:</i>	<i>Address:</i> 422220 Marks Ridge Dr	<i>State:</i> OR	<i>Zip:</i> 97386
	<i>City:</i> Sweet Home	<i>Phone:</i> 541-570-5963	
	<i>Email:</i> lamopar@icloud.com		

Please provide and explanation of why the City should take this action:

The committee gathered for a meeting to develop names for two pocket parks. This park is halfway between the majority of housing near Northside park and our two grocery stores in town. Many people stop here for a break when walking to and from. It is also about halfway between Northside and Sankey and Northside and Strawberry.

For Official Use Only			
<i>Date:</i>	<i>Received By:</i>	<i>Fee Paid:</i>	<i>Receipt #:</i>

<i>Application Review:</i>	<i>Date:</i>	<i>Recommendations (Approve, Approve with Conditions, Deny):</i>
<input type="checkbox"/> Park & Tree Committee		
<input type="checkbox"/> City Council		
<input type="checkbox"/>		