



CITY OF SWEET HOME PARK & TREE COMMITTEE AGENDA

September 15, 2026, 4:00 PM
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: 423 585 844#

Call to Order and Pledge of Allegiance

Roll Call

Time Reports

Approval of Meeting Minutes

- a) [2026-08-18 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 Updates

Old Business

Sankey Park Phase III

City Hall Fitness Park

Miscellaneous Park Updates

Harvest Festival

New Business

2027 Park Clean Up and Park Day Scheduling

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 PARK & TREE COMMITTEE MINUTES

August 18, 2026, 4:00 PM
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.

Call to Order and Pledge of Allegiance

The meeting was called to order at 4:00 PM

Roll Call

PRESENT

Chair Matthew Bechtel
Vice Chair Lena Tucker (4:05 PM)
Committee Member Deena Bechtel
Committee Member Melanie Jones
Committee Member Debra Northern
Committee Member Scott Swanson (4:31 PM)

STAFF

Angela Clegg, Planning & Building Manager
Adam Leisinger, Special Projects Manager
Dominic Valloni, Interim Public Works Director

Time Reports

Matthew will provide a report to staff.

Approval of Meeting Minutes

a) 2026-07-21 Park & Tree Committee Meeting Minutes

A motion to approve July 21, 2026, Park & Tree Committee minutes was made by Northern. The motion was seconded by D. Bechtel. The motion carried by the following vote:

AYE: M. Bechtel, Tucker, D. Bechtel, Jones, Northern

NAY: None

ABSENT: Swanson

Public Comment. None

Beautification Committee Updates

The committee was provided with a copy of the Beautification Committee minutes. Candy informed members that the committee's monthly meeting time will change. She also noted that next year they plan to order only supertunias. Recent weeding efforts were successful. The committee is preparing to have a booth at the Harvest Festival and will set out the lollipop pots for the holiday season.

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 committee will remove the plants from the median on September 16th at 8:30 a.m. All participants are asked to meet at the Rio Theatre.

Patty continues to work on the bench dedicated to Alice Grovum.

No action was required for this agenda item.

Old Business

Sankey Park Phase III

Interim Director Valloni provided an update. The pathway is complete, and steps will be added to the seating area. Construction has begun on the bandstand, with the goal of finishing the project before the Harvest Festival.

No action was required for this item.

Monthly Clean Up

M. Bechtel shared an update, noting that the group worked in Strawberry Park. The committee discussed the need to update the tree inventory. D. Bechtel spoke about adding additional equipment. There was also discussion about outdated playground equipment.

No action was required for this item.

Miscellaneous Park Updates

Interim Director Valloni informed the committee that Public Works staff were at Strawberry Park removing blackberry overgrowth. Repairs are underway on the restroom doors at Northside Park. An exercise park is scheduled to be installed at City Hall in September.

M. Bechtel asked about the benches removed at Clover Park. Interim Director Valloni explained that they were taken out due to deterioration. The bench legs will be recycled for new benches. One bench will be replaced, and Alice's bench will also be installed.

M. Bechtel asked about Shea Point. Interim Director Valloni reported that Linn County Parks manages the site, so the City has no jurisdiction. Staff are exploring a possible cooperation agreement that would allow the City to maintain Shea Point.

No action was required for this item.

New Business

Health Fair Outreach Report from the Committee

D. Bechtel reported that many community members expressed interest in volunteering for park activities. She discussed distributing park maps and possibly organizing future Park Days with educational activities to highlight the City's various parks. She also suggested creating an activity where participants could earn prizes by answering questions.

Jones noted that the whistles were very popular with children, and she agreed that holding monthly park gatherings would help educate the community.

Manager Clegg asked the Committee to develop a schedule for park activities and workdays, which the City could then post on Facebook. M. Bechtel asked about the use of Facebook. Manager Clegg explained that any City posts can be shared by committee members on their personal pages. She added that the City can post about the first few events to gauge outreach.

Vice Chair Tucker asked members who attended the Health Fair for their impressions of community outreach. M. Bechtel reported that Rotary distributed 150 hotdogs. Jones shared that several medical students expressed interest in future disc golf activities. At least three adults were interested in volunteering, and several children visited the booth.

Manager Clegg clarified that members may post Park & Tree Committee activities on their personal social media pages, but they may not use the City logo. If they want to share content with the official City logo, they must share posts originating from the City's page. She added that members should speak as private individuals, not on behalf of the Committee, unless the Committee has formally voted on the matter.

No action was required for this item.

Round Table Discussions

Manager Clegg provided an update on the Harvest Festival Pie Bake-Off. She explained that to hold the competition, at least 5 adults and 3 youth participants are required. Currently, 3 adults and no youth are registered. The minimum numbers must be met by September 11th to keep the competition open. The event has been advertised on Facebook, and emails were sent to past participants at the beginning of August, as well as to the Park & Tree Committee on August 3rd. Print advertisements will be released soon.

The Vice Chair asked how participants can sign up. Manager Clegg stated that the registration page is available on the City's website.

Jones asked how many judges would be needed. Manager Clegg responded that the number depends on how many pies are submitted, but historically there have been 5 to 7 judges. M. Bechtel offered to serve as a judge if needed.

M. Bechtel updated the committee on the next park clean-up day in September, which will be held at Sankey Park to prepare for the Harvest Festival. Interim Director Valloni also mentioned the wetland area across the creek near the senior center that needs attention before fall planting. Planting is planned for October, though a specific date has not been chosen. The committee selected September 18th from 9:00 to 10:00 a.m. for the cleanup. Jones noted that she can stay longer if necessary.

M. Bechtel reported that the committee submitted a letter of support to SSWC for their grant project involving Quarry Park. Tucker explained that the letter carries no obligation for the Park & Tree Committee but supports a project that aligns with City goals. The committee has been pleased with SSWC's work on the Ames Creek restoration project.

M. Bechtel asked about the naming of Quarry Park, which had been discussed at a City Council meeting. Manager Clegg explained that official naming of a City property must be approved by the City Council.

Jones discussed ways to involve more volunteers. Tucker asked whether the City could post information on Facebook about the September workday to help spread the word.

Adjournment

There being no further discussion, the meeting was adjourned at 4:32 PM.