



CITY OF SWEET HOME PARKS & TREE COMMITTEE AGENDA

October 15, 2025, 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) [2025-09-17 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

Northside Park Replacement Trees

Mollie's Dogwood

Sankey Park Phase III

Harvest Festival Wrap Up

New Business

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.

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.

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

September 17, 2025, 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 Scott Swanson
Member Matthew Bechtel
Vice Chair Lena Tucker
Member Nancy Patton
Member Debra Northern
Member Melanie Jones
Chairman Wally Shreves

STAFF

Angela Clegg, Planning & Building Manager
Greg Springman, Public Works Director
Sean Hegge, Crew Lead: Facilities & Park
Adam Leisinger, Special Projects Manager

Time Reports

Meeting Minutes

2025-08-20 Park & Tree Committee Meeting Minutes

A motion to approve August 20, 2025, Meeting Minutes was made by Member Northern. Vice Chair Tucker seconded the motion.

Voting Yea: Member Swanson, Member Bechtel, Vice Chair Tucker, Member Patton, Member Northern, Chairman Shreves, Member Jones

Voting Nay: None

Public Comment. 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.

Citizen Recognition

Manager Clegg recognized a group of community members who went above and beyond during the most recent *Movie in the Park* event by staying after the film to help clean up Sankey Park. She commended them for their community spirit and dedication to keeping public spaces clean.

Manager Clegg explained the significance of the City's Challenge Coins, noting their origins in the military as a symbol of excellence and service, and how the City now uses them to honor residents who make a positive impact.

She then presented Challenge Coins to Michelle Krantz, Dominic Krantz, and Vanessa Schell (who was not present due to illness) in appreciation of their efforts and recognition of their outstanding community service.

Beautification Committee Update

Director Springman gave an update. He informed the Committee that they will be cleaning out the median on September 23rd. They will start around 9:00 AM. Springman requested additional volunteers to assist. After the beds are cleaned Santiam Spray will follow up in the median. He stated that they were cleaning up Clover Park.

Vice Chair Tucker stated that October 9th is their last meeting and October 14th they will be planting tulips bulbs. Tucker will assist with shrub trimming. Director Springman asked if staff need to secure the bulbs. Vice Chair Tucker wasn't sure, but stated that she would check in with the Beautification Committee.

Member Patton stated that the Beautification Committee will have a booth at the Harvest Festival.

Old Business

Ivy Removal – The Committee decided that they will plan an ivy removal workday Tuesday, October 7th at 8:00 AM in Northside Park.

Sankey Park Phase III – Manager Clegg gave an update. She informed the Committee that they are putting out an RFP for the Trail System, and we have an architect working on the bandstand. Staff expect some design soon. Clegg shared that the Hill Family donated \$66,200.00, \$6,477 from smaller donations and bark and gravel sales, and a \$5,000 promissory note.

Ames Creek Restoration – Director Springman gave an update. In mid-October they will put the weed mats down and will do some additional spraying. Staff walked the ground with the watershed council. The mats will stay down for at least a year and then continue spraying. Once the mats are removed then they will start replanting the area with native vegetation. Vice Chair Tucker asked about the watershed council role. Director Springman stated that the Watershed Council is lead with staff assistance. Tucker also asked if the Watershed Council will be procuring the plants, Director Springman stated that they will. Member Bechtel asked what herbicide is being used. Crew Lead Hegge stated that they use AquaNeat and Vastlan. They are both safe to use around water.

Chairman Shreves asked for an update about closing the pleasant valley boat ramp. Director Springman stated that the wastewater treatment project is waiting for funding. Springman is hoping to start the project in the summer of 2026. There was further discussion about the current use of the boat ramp.

Harvest Festival – Manager Clegg informed the Committee that she only has 3 contestants signed up. If she doesn't get any more, she may have to cancel it. She informed the Committee that she has sold 89 booth spaces and gave an update on the remainder of the Harvest Festival activities. Clegg emphasized pushing the pie competition. Member Patton asked about the \$10 fee. Clegg informed the committee about why a fee was implemented. She described the costs that are associated with the festival. The fee was removed for this year but may be implemented in the future. Clegg explained that the special events budget covers more than just Harvest Festival and

staff need to stay within budget and not spend it all on Harvest Festival. The only way to do that is through donations and fees. Chairman Shreves described the volunteer opportunities and his past experiences. Member Bechtel asked if there were vendor booth spaces left. Manager Clegg stated that there is, but she is still working on the mapping to make sure everything will fit. Chairman Shreves reminded the Committee to wear their Park & Tree Committee gear. Member Swanson asked if anyone has approached the cooking class at the high school. Chairmen Shreves stated that he had reached out previously without success. Member Swanson said he will reach out this time.

New Business

Northside, Evergreen, and Sankey Park Tree Updates: Member Tucker stated that the water bags are helping the struggling trees in Sankey Park. The trees in Evergreen Park look good. There is a little die off, but Crew Lead Hegge will trim dead branches. Molly's dogwood in Sankey Park is not going to make it. Member Tucker is looking for other options that will survive in that area. Manager Clegg will look into which nurseries the Pacific power vouchers work at. That will save some money with tree purchases. Member Tucker asked Clegg to look into what nurseries will accept the Pacific Power vouchers. Councilor Hegge asked if any of the water bags were vandalized. Crew Lead Hegge stated that only one was damaged. Member Tucker said the existing bags can be used again. Member Tucker stated that we should use the bags on all new trees that we plant moving forward.

Round Table Discussions

Chairman Shreves asked for an introduction of new Member Melanie Jones. Member Jones gave a brief introduction.

Director Springman informed the Committee that Weddle Bridge will be closed for the foreseeable future. He described the vandalism that has happened in Sankey Park and Northside Park and the costs associated with repairs. Staff have been discussing what to do to take back the parks. Springman stated that there will be increased police presence in the parks. Springman asked the Committee to get the word out and ask people to say something if they see something. Member Patton asked what they could do. Springman stated that if they see something call the police department to handle it. Member Patton asked about working with the school to deter students. Springman stated that there have been conversations with the school district to try to solve some of the vandalism issues with the youth. Chairman Shreves described how he swings by a park every time he comes to town. Manager Leisinger recommended the Committee save the non-emergency phone line in their phone, so they call quickly. Chairman Shreves emphasized that citizens do not approach the individuals committing crimes but instead call immediately to get a police presence. Member Northern gave the number to the committee; 541-367-5181.

Member Northern informed staff that the boulders at Quarry Park keep getting moved.

Member Bechtel asked if there was a neighborhood watch program that could help. He stated that he signed up for one, but it has not been active. Manager Clegg stated that they should contact Sean or Jennifer at the police department.

Chairman Shreves was asked if he would sign a letter of support for a green infrastructure grant, submitted by Deputy City Manager Pretty, for Strawberry Park. He agreed to sign it.

Member Patton asked if there is enough supplies for Harvest Festival. Manager Clegg stated that there is. She ordered all the supplies ahead of time.

Adjournment

The meeting was adjourned at 9:16 AM