



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

March 17, 2021, 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.

Call to Order

Roll Call of Park and Tree Committee Members:

Time Reports

January 20, 2021

- a) [2021.01.20 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.

Old Business:

Sankey Park Project Update

Beautification Committee/Median Update

Pocket Park Naming Update

Tree Inventory Update

New Business:

SHMC 2.10.050 (K):

2021/2022 Parks Budget:

Sankey Park public input/gathering:

Dog Parks:

City Hall Park:

Other Park and Tree Committee Business:

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

- a) [2021 Park and Tree Committee Schedule](#)

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 AND TREE COMMITTEE MINUTES

January 20, 2021, 8:30 AM
Council Chambers
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

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Mission Statement

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Call to Order 8:36 AM

Roll Call of Park and Tree Committee Members:

Chairman Shreves:	Present
Lena Tucker:	Present
James Curtis:	Absent
Bob Dalton:	Present
Nanci Curtis:	Absent
Debra Sue Northern:	Present
Nancy Patton:	Present
Councilor Trask:	Present

Staff: Angela Clegg, Associate Planner
Blair Larsen, CEDD Director
Greg Springman, Public Works Director
Dominic Valloni, Public Works Operations Manager
Kevin Makinson, Facilities and Parks Crew Lead

Time Reports

Debra Sue Northern: 5 hours
Chairman Shreves: will submit via email

Approval of Meeting Minutes: October 21, 2020

Debra Sue Moved to approve the July 15, 2020 meeting minutes.
Bob Dalton seconded the motion to approve the July 15, 2020 meeting minutes.

Ayes: 5
Nays: 0
Absent: 2

Public Comment. None

Old Business

Sankey Park Project Update:

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The Public Works department reported that additional trees have been identified as hazardous and will be removed as soon as can be scheduled. The plaza is being prepped for the concrete pour as soon as weather permits.

Beautification Committee/Median Update:

Soil was spread in the median to prep for spring planting.

Public Works department discussed the need for more volunteers on the committee. Bob Dalton will talk to the Beautification Committee about work dates to pass on to the group.

Once there are work dates, the Committees will work with Lagea in Communications to get the events posted on various media sites.

Pocket Park Naming update:

Chairman Shreves is continuing to work on the paperwork. Staff will work with Chairman Shreves and the Committee to plan an organized public event to gather input. Lena Tucker suggested that they hold the public gatherings at the various unnamed parks.

Nancy Patton suggested that benches be added to the pocket parks.

CEDD Director Larsen informed the Committee that they can make recommendations to City Council in regard to the pocket park naming. Larsen suggested contacting the East Linn Museum about using the outdoor artifacts in some of the parks. Most of the artifacts are in their storage building.

Tree Inventory Update:

Chairman Shreves and Lena Tucker walked Sankey Park to do initial tree identification.

New Business

Northside Park: guest

Sankey Park public input / moving forward: Associate Planner

Other Park and Tree Business

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

Adjournment

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2021 Park and Tree Committee Schedule

January 20 th	if needed Budget review
February 17th	8:30 AM, Council Chamber (through COVID)
March 17 th	if needed Arbor Day Planning
April 21st	8:30 AM, Council Chamber (through COVID) Choose a location for May's work party
May 19 th	if needed Work Party Month
June 16th	8:30 AM, Council Chamber (through COVID) Choose a location for July's work party
July 21 st	if needed Work Party Month
August 18th	8:30 AM, Council Chamber (through COVID) Choose a location for September's work party
September 15 th	if needed Work Party Month
October 20th	8:30 AM, Council Chamber (through COVID) Harvest Festival October 3 rd
November 17 th	If needed Budget or any pending business
December 15th	8:30 AM, Council Chamber (through COVID) Budget Discussion