



CITY OF SWEET HOME PARKS & TREE COMMITTEE AGENDA

July 16, 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: # 278 852 022 483

Call to Order and Pledge of Allegiance

Roll Call of Park and Tree Committee Members:

Time Reports

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.

- a) [2025-06-18 Park & Tree Committee Meeting Minutes](#)

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Old Business

Old Business

Ivy Removal

Sankey Park Phase III

Weddle Bridge

July Covered Bridge Day

Health Fair

Ames Creek Restoration

New Business

Safety Fair Report

Committee Media Policy

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.

Open Park & Tree Committee Position

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

§ 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

June 18, 2025, 8:30 AM
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

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Mission Statement

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Call to Order and Pledge of Allegiance

The meeting was called to order at 8:34 AM

Roll Call of Park and Tree Committee Members:

PRESENT:

Member Matthew Bechtel
Member Lena Tucker, *filling in as Chair for Chairman Wally Shreves*
Member Nancy Patton
Member Debra Northern

ABSENT:

Chairman Wally Shreves
Vice Chair Bob Dalton
Member Scott Swanson

STAFF:

Angela Clegg, Planning & Building Manager
Greg Springman, Public Works Director
Amber Steinborn, Planning & Building Permit Tech
Cecily Pretty, Deputy City Manager

GUESTS:

Candice Snyder, Beautification Committee Chairwoman
Aaron Hegge, City Councilor

Time Reports

Member Tucker instructed Committee Members to send any Time Reports to Manager Clegg.

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Meeting Minutes

a) 2025-05-21 Park & Tree Committee Meeting Minutes

The minutes from the previous meeting on May 21, 2025, were reviewed and a minor amendment regarding title corrections for two members was noted.

A motion to approve May 21, 2025 Meeting Minutes, as amended, was made by Member Bechtel. Member Patton seconded the motion.

Voting Yea: Member Swanson, Member Bechtel, Member Tucker, Member Patton.

Voting Nay: None

Absent: Chairman Shreves, Vice Chair Bob Dalton, Member Swanson.

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

Beautification Committee Update:

Chairwoman Candice Snyder from the Beautification Committee provided Meeting Minutes from their May 8, 2025 meeting, as well as an update detailing recent volunteer activities focused on weeding in various areas. Chairwoman Snyder reported that volunteer weeding sessions on May 27, 2025 consisted of 8 volunteers, and lasted an hour; June 10, 2025 session consisted of 7 volunteers, and lasted approximately 1.5 to 2 hours; both sessions were successful. Chairwoman Snyder advised that the June 24, 2025 weeding session in the median is cancelled; instead, volunteers will focus on weeding entry areas. To prepare for Sportsman's Holiday, the median will be weeded on July 1, 2025. The medians and flowers are reported to be thriving, with appreciation expressed to the City's Public Works department for watering support. Chairwoman Snyder updated that volunteer attendance remains inconsistent, causing adjustments in scheduling, in order to maintain efficiency and reduce long volunteer hours; she plans on sending out reminders for upcoming volunteer sessions, with hopes to improve turnout.

Old Business

Safety Fair: The Jim Bean Safety Fair scheduled for the upcoming weekend (June 21, 2025) was thoroughly addressed. Committee members agreed to arrive early for set up around 8:15 a.m., with the fair starting at 9:00 am. Members were advised to bring chairs and appropriate jackets, due to weather forecast. Per Member Tucker, Wally confirmed that he would be providing a popup tent to accommodate anticipated rain. The group acknowledged the various activities at the fair, noting that their involvement would primarily be informational distribution rather than games or new activities, since the fair offers multiple activities. Handouts including park maps, frisbees, and safety passports will be distributed. The arrangement of booth placement and location was left to coordination with the Police Department's Sean Morgan; with expectations of gathering near plaza sidewalks with multiple booths. Discussions also touched on having signage and essentials ready; Member Tucker indicated that she would be gathering the Committee's tote containing the tablecloth, banner, brochures, park maps, frisbees, etc. from Manager Clegg's office, where items have been stored. The committee stressed the continued community engagement via the Safety Fair, despite challenges, such as rain.

Ivy Removal: Director Springman reported unidentified white paint markings on trees along Upper Sankey Park and South Hills Trail. Members speculated about potential markings possibly done by other entities, but confirmed that they were unrelated to the Committee's ivy removal efforts. While confirmed that the white markings were not done by the Committee, no definitive source or purpose was identified. The fall spraying plan was missed last year; concerns were raised about costs and the effectiveness of spraying, given ivy's resilience. A workday is proposed for this Summer to

tackle ivy, focusing mainly on South Hills Trail between 16th and 10th Avenue. The strategy favored manual ivy cutting and removal efforts combined with selective spraying, to prevent ivy climbing trees. The Committee acknowledged the persistent and invasive nature of ivy akin to blackberry bushes. Additional restoration discussions related to controlling invasive species such as invasive grasses and blackberries on the other side of Sankey Park were to be expanded upon later on, in the Committee meeting. Public works involvement and advice from local environmental groups would guide these initiatives. Members expressed awareness of workload and other upcoming events, which might constrain their capacity to address ivy removal immediately. Director Sprigman advised that the ivy mitigation would be considered challenging and costly, requiring sustained effort over several years.

Sankey Park Phase III: Manager Clegg provided an update regarding the Sankey Park Phase Three project was, centering on collaboration with the Timber Framers Guild to facilitate construction of a bandstand and trail improvements. The Committee is exploring procurement options that would allow awarding contracts effectively, separating the bandstand project while keeping it linked to the broader trail work. The possibility of completing the bandstand within the current year was acknowledged by Manager Clegg, with a grant extension allowing trail completion into the following year. Importantly, the Timber Framers Guild's unique approach involves community volunteerism combined with professional oversight, highlighting that the build would become a community event akin to a traditional barn raising. This participatory aspect is expected to engage local residents in a meaningful way and foster communal pride in the park's development.

Weddle Bridge: No new updates were available for the Weddle Bridge project, since Chairman Shreves was absent. Director Springman indicated that the bridge remains closed, due to vandalism for over two weeks, but with a noted decrease in related issues following the school year's end. Discussions briefly noted that partial reopening might be considered to accommodate public interest, particularly from individuals wishing to access the site for photography, balanced against concerns over continued vandalism risks.

Northside & Evergreen Park Tree Update: The status of the Northside Park trees was a somber topic, as Member Tucker updated that several elms have been lost, primarily attributed to ongoing drought conditions rather than disease. Assessment and consultation with arborists suggested drought effects accumulate over multiple seasons, stressing the need for adapted tree care approaches. Member Tucker advised that the recent use of water bags designed for slow, deep watering was described as promising, benefiting both young and stressed trees, by providing sustained soil moisture. The installation of these irrigation devices on select-maples and other species was underway, emphasizing the necessity of regular watering during establishment years in the face of climatic unpredictability. The committee acknowledged the success of drought-tolerant species like Leyland Cypress and highlighted the importance of careful species selection for future-plantings. Proactive planning for replacement trees during the upcoming dormant season was discussed, including the possibility of using the vouchers received from Pacific Power at the Arbor Day event. The conversation reinforced increased awareness and commitment to strategic tree maintenance and watering practices, to better ensure planted trees' survival and health amid changing environmental conditions.

New Business

Sportsman's Holiday Parade Float: The committee considered previous discussions led by Member Patton, affirming interest in participation in the Sportsman's Holiday parade. The float concept included decorating Chairman Shreve's large trailer, and other decorative elements such as benches, live flowers, children (such as members' grandchildren), and community representation including possible City Council involvement. Utilizing the Tree USA banner and existing promotional items were also discussed, to highlight the Committee's role. Logistical considerations for safety, setup locations, and float registration fee(s) with the Chamber of Commerce were flagged as necessary next steps. Future planning meetings were discussed shortly to coordinate details,

supply needs, and volunteer assignments, with an eye toward successfully showcasing the Park & Tree Committee and Beautification Committee efforts during the parade. The Committee agreed to take a Roll Call vote to determine the outcome for involvement in the Sportsman's Holiday Parade.

A motion to participate in the parade was made by Member Bechtel. Member Patton seconded the motion.

Voting Yea: Bechtel, Tucker, Patton, Northern

Voting Nay: None

Absent: Chairman Shreves, Vice Chair Dalton, Member Swanson

July Covered Bridge Day: The proposed covered bridge event, tentatively scheduled for July 26, 2025, potentially involving a 5K run, was revisited. Progress was stalled, due to the absence of Member Swanson and Chairman Shreves, who have undertaken the responsibility of organizing possible key activities for the event. Awareness of the local Oregon Jamboree schedule was planned to avoid conflicts. The Committee hoped to advance the discussion in an upcoming meeting, once relevant members could provide updates. Due to the substantial planning required, the group agreed to prioritize coordination in subsequent meetings.

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

Health Fair: Member Tucker reminded Members that the Sweet Home Community Health Fair is scheduled for August 16, 2025, which coincides with the Sweet Home Rodeo kickoff day. Member Patton also reminded Members that the event starts at 9:00 am and ends at 2:00 pm. Member Tucker shared that she and Member Patton have volunteered at the Health Fair in past years and that it is a well-established event, with easy booth setup and past committee involvement. The Health Fair was conveyed by Members as complementary to other outdoor and wellness-focused outreach, and preparations such as inventory checking of supplies were to be conducted after the Safety Fair. Ideas for distribution items included pencils, rulers, and small gifts aligned with back-to-school themes, underscoring a consistent flow of engagement opportunities through the Summer months.

Movies in the Park: Manager Clegg reported that the recent movie night at Sankey Park, showing the film "Luca" on Friday, June 13, 2025, was well-received despite chilly weather. The next movie is planned for July 18, 2025, and is the 40th anniversary of "The Goonies", with additional event features anticipated. Appreciation for ongoing partnership with Sherry Gregory providing snacks was also expressed.

Ames Creek restoration: Director Springman reported on a multi-year project in partnership with South Santiam Watershed Council and Oregon DEQ, focusing on Ames Creek – on the school side of Sankey Park. The project is a Supplemental Environmental Project negotiated by Director Springman, in lieu of paying an approximate \$22,000.00 DEQ fine against the City's Wastewater plant. The Supplemental Environmental Project involves habitat restoration and invasive species control. Activities include aggressive mowing, spraying blackberries and invasive grasses, blanketing marshy areas with specialized materials (similar to commercial weed fabric) to suppress growth over a year, followed by native species planting. The project cost is approximately \$17,000.00 - \$18,000.00, with an approximate \$4,700 fine paid to DEQ; efforts aim to prevent spread of invasive seeds downstream and improve water quality. The restoration creates potential for future community-use, such as walkways and benches in the improved natural area. The expected duration is estimated to be approximately 3 – 4 years for the Supplemental Environmental Project.

Committee Member resignation: In a poignant announcement made by Manager Clegg, Vice Chair, Bob Dalton, a valued Committee Member, formally resigned due to health reasons. The Committee acknowledged his contributions and expressed collective desire to recognize his service through cards, possible gatherings, and public acknowledgment at City Council

meetings. The resignation introduces the need to fill both the vacant member seat as well as the Vice-Chair position. The committee conveyed well-wishes for Bob's health and expressed gratitude for his ongoing informal involvement where possible. Further discussions to fill the Vice Chair position have been deferred to subsequent meeting in July, to identify suitable candidates, and to allow for absent members to vote on the topic.

Adjournment

The meeting was adjourned at 9:26 AM