



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

October 19, 2022, 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: 491 332 600#

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.

Meeting Minutes

- a) [September 21, 2022 Meeting Minutes](#)

Budget

Old Business

Beautification Committee

Ashbrook Park

Weddle Bridge

Sankey Park Stage

Lower Sankey Park Donor Recognition

Dog Parks

Event Marketing Supplies

New Business

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 PARKS AND TREE COMMITTEE MINUTES

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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

Bob Dalton
Walley Shreves
Lena Tucker
Nancy Patton
Debra Northern (8:53 video)

ABSENT

Nanci Curtis
Councilor Trask

STAFF

Angela Clegg, Associate Planner
Blair Larsen, Community and economic Development Director
Greg Springman, Public Works Director
Sean Hegge, Crew Lead: Facilities and Parks

Time Reports

None

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

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Old Business

Beautification Committee: Dalton gave an update.

Ashbrook Park: Tucker stated that they are monitoring the damaged tree. They have identified areas to plant trees to replace the ones that needed removed. Tucker has completed the tree inventory at the park. Patton reported on fencing being tossed in the portable toilet.

Weddle Bridge: Springman and Hegge gave an update on the inspection. When they receive a report from the company it will be shared with the Committee. The Committee discussed having an annual bridge celebration to raise funds for bridge maintenance.

Sankey Park Stage: Dalton reported on his trip with Councilor Trask to the Frameworks Plus site to look at stage ideas.

Lower Sankey Park Donor Recognition: Shreves gave an update on his research. Clegg shared the options she received from Sweet Home Funeral Chapel. Clegg asked the Committee to review the documents that she provided and come back with ideas at the next meeting. Tucker asked staff if they had an idea of when we would plan for a dedication event. Shreves proposed to combine the dedication event with another event in the park to bring in more participants.

Harvest Festival: Clegg gave a brief description of the pie bake-off duties for the participating Committee members.

Northside Dog Park: Larsen gave an update. CEDD engineering is drafting a design including parking, sidewalks, and curbing. Public works will get a materials list and bids once the design is done.

Median Trees: Shreves asked about the approved streetscape plan and if it included a plan to replace the median trees that were removed. Larsen stated that the streetscape plan does not show trees in the median, but staff will look at what the right thing should be when the time comes for the plan to be implemented.

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

Tucker reviewed the various events that the Park and Tree Committee participated in. There was discussion about the needs of the Committee for future events. The committee discussed the need for a banner and tablecloth with the Park and Tree Committee identification on them for events.

There was a brief description about the tree near Mr. Lucky's Deli. Tucker found that it was healthy and was not breaking up the sidewalk.

Tucker went to look at the Douglas fir at Hobart Park that is leaning over a residential fence. Because of its lean, it was recommended that it be removed. Public works will take a look at the tree and discuss next steps.

Tucker discussed the tree by the bench at the corner of 12th and Main Street. It has been disturbed during the ODOT construction. Springman stated that when ODOT is done with construction, staff will look at the condition of the tree, replace soil, and mulch as needed.

Adjournment

The meeting was adjourned at 9:44 AM