



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

March 16, 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 541-367-5128, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 491 332 600#

Call to Order

Roll Call of Park and Tree Committee Members:

Time Reports

Meeting Minutes

- a) [2022-02-16 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.

Budget

Old Business

Beautification Committee Updates

Ashbrook Park Tree Removal Update

Arbor Day Celebration

Weddle Bridge Maintenance and Funding Update

Dahlenburg Bridge Relocation

Northside Park Committee Walk-Through

- a) [Dahlenburg Bridge Relocation Options at City Hall and Sankey Park](#)

New Business

WWTP Upgrades / Pleasant Valley Boat Ramp Closure

Feedback from the Corp of Engineers

Northside Park Temporary Boat Ramp

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

February 16, 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

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Call to Order

The meeting was called to order at 8:30 AM

Roll Call of Park and Tree Committee Members:

PRESENT

Wally Shreves
Bob Dalton
Nancy Patton
Debra Northern
Lena Tucker
Councilor Trask

ABSENT

Nanci Curtis

STAFF

Associate Planner, Angela Clegg
Community and Economic Development Director, Blair Larsen
Finance Director, Brandon Neish
Communications Specialist/PIO, Lagea Mull
Public Works Director, Greg Springman
Public Works Operation Manager, Dominic Valloni
Crew Lead: Facilities and Parks, Sean Hegge

Time Reports

None

Time Reports

- a) 2022-01-19 Park and Tree Committee Minutes

Motion to approve the minutes by Patton, Seconded by Tucker.
Voting Yea: Shreves, Dalton, Patton, Northern, and Tucker

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a)

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

Old Business

Beautification Committee Updates

Weddle Bridge Maintenance and Funding Update

Arbor Day Celebration - events and media

Beautification Committee Updates: Dalton updated the Committee. They ordered 1,400 plants to be delivered and planted starting on May 10th. They would like to put baskets in Sankey Park: They would like to put holders on the lights poles. There was a question as to how the baskets would get watered. The committee is looking for more volunteers.

Weddle Bridge Maintenance Funding Update: Springman gave an update on his research and expressed his concerns about Weddle Bridge. Springman wants to make the bridge a project and funding priority. There was discussion between staff and the Committee regarding the Stayton bridge process. Staff and the Committee discussed the issues with Weddle Bridge and steps to move forward. Neish gave an update on the security measures and the proposed camera installation at Sankey Park. Springman will continue to research and gather information. Staff discussed the process of communicating the bridge issues and needs to the public. Mull discussed communication options with the Committee. They discussed the solicitation of donations and getting the school district involved in the bridge improvement and repair process. The Committee gave staff direction to post signs in Sankey Park to assist with enforcement of bridge rules. Mull and Larsen discussed outreach and communication options with the Committee.

Arbor Day Celebration: Clegg updated the Committee on possible plant vendor and/or sales during the event. Clegg asked the committee to chose the variety of trees that they would like to plant so they can be ordered. There was discussion about neighborhood outreach. Mull stated that she would reach out to the neighborhood, design posters, and reach out to media outlets. The committee chose to purchase 2 Autumn Flame trees and 1 Rocky Mountain Glow tree. Motion to approve the tree selection was made by Dalton, Seconded by Tucker. Voting Yea: Shreves, Dalton, Patton, Northern and Tucker. The Committee directed Clegg to contact nurseries and get the trees ordered. There was discussion about irrigation placement. April 23rd at 1:00 PM was confirmed as the Arbor Day event date and time. There was discussion about contacting vendors to sell plants at the event. Public Works will prep Evergreen Park for the tree planting. City staff and the Committee will set up chairs at the event. The Committee would like to invite the Mayor and City Council.

New Business

Tree Removal on Long Street

Tree Removal on Long Street: A property owner asked to remove a tree in the public right-of-way, abutting his property. The tree has buckled the sidewalk and is in the location that he would like to install water meters. Tucker stated that when she did the tree inventory she noted that the subject tree should be removed. She also noted that the tree to the west and the one to east also need to come out. Staff and the Committee had a discussion about not replacing any street trees until the Streetscape plan is adopted. The Committee would like to tie any future tree plantings to the Streetscape plan. The property owner will need to obtain a right-of-permit for the tree removal. Motion to approve the tree removal at 1304 Long Street made by Tucker, Seconded by Dalton. Voting Yea: Shreves, Dalton, Patton, Northern and Tucker.

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

Sankey Park: Springman reported to the Committee that the center bars on new benches are getting vandalized. There was discussion on deterring and repairing the vandalism.

Ashbrook Park: Valloni informed the Committee that there are 4 trees at Ashbrook Park that need to be removed due to damage or disease. He asked the committee about the variety of trees that they would

like to replace the removed trees with. Tucker will complete a tree inventory at Ashbrook and will report back at the March meeting. Staff and the Committee discussed communication to the community regarding tree removal.

Northside Park: Clegg asked the Committee to review the email that Dalton sent to staff regarding his walk through at Northside Park. Shreves asked the Committee to visit Northside Park. The Committee will continue the discussion at the March meeting.

Dahlenburg Bridge: Larsen discussed recent staff conversations regarding the bridge. Larsen asked the Committee to discuss a future location for the bridge. He gave some location options. Shreves asked Public Works about the logistics of moving the bridge. There was further discussion about the location. Larsen told the Committee that staff will do more research about the various locations and logistics and report back to the Committee. Springman stated that he feels the bridge should be moved to a secure location until a final location is decided on. Shreves asked that the discussion continue at the March meeting.

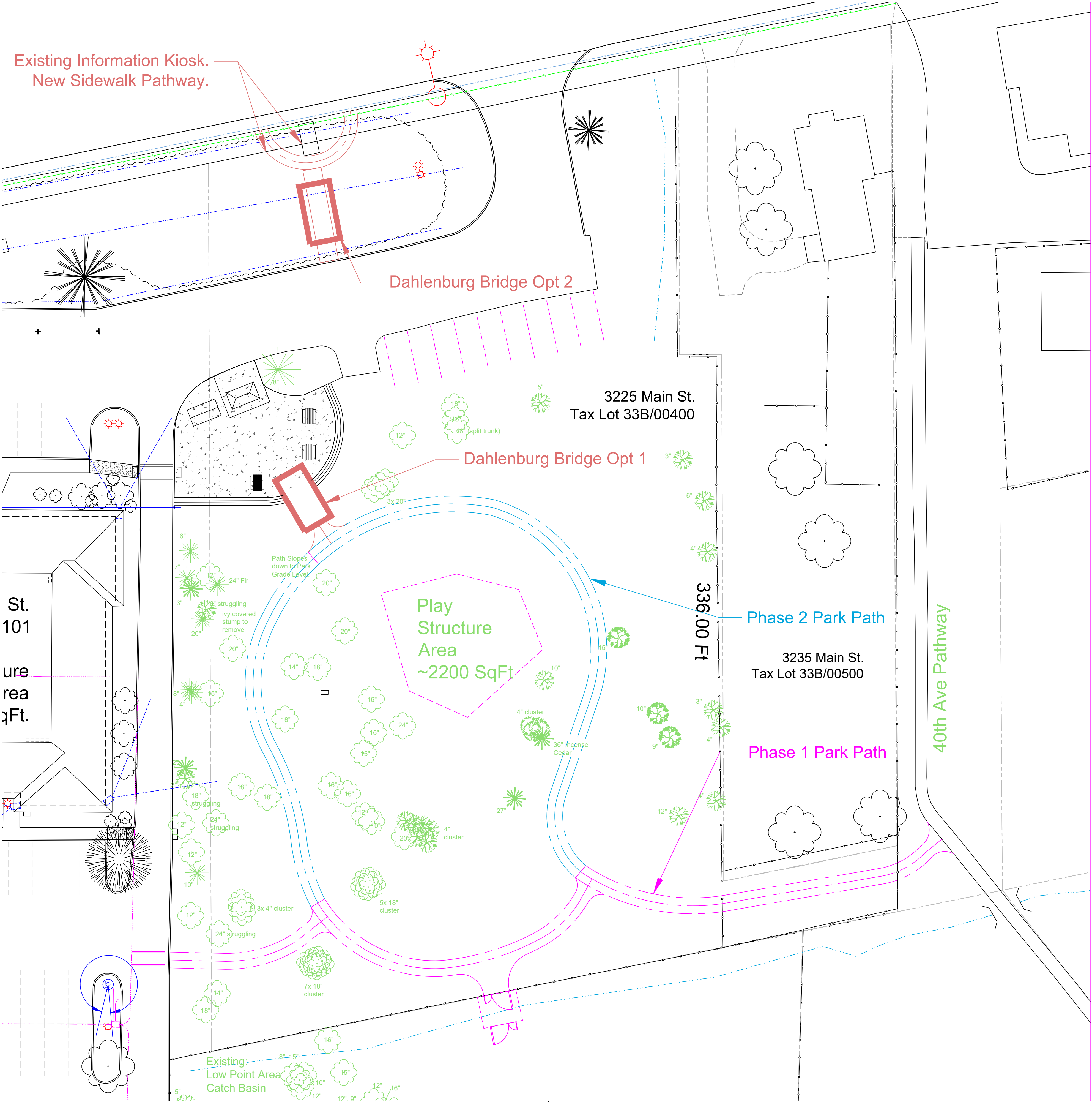
Pleasant Valley Boat Ramp / Waste Water Treatment Plant (WWTP) Closure: Springman gave an update of the WWTP project. He expressed the need to shut down the road and boat ramp during the construction for safety and equipment storage. Staff discussed the need to communicate the closure to the public and how that will be done. There was a discussion about using Northside Park as a take-out location while the boat ramp is closed down. Staff will research the use of Northside Park, will contact the Corp of Engineers about the use of the river bank at the park, and will report back to the Committee at the March meeting.

Adjournment

The meeting was adjourned at 10:20 AM

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.

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Property Line Adjustment Map - Exhibit Attachment A.
Horizontal Scale 1" = 20'

Bridge Narrative:

This diagram to show at least two options for Dahlenburg Bridge Relocation.

- 1) In the center island opposite the information kisok next to the Main St sidewalk, leading to the City Hall parking lot.
- 2) Adjacent to the Shuttle Bus Stop leading from the pad area to the Park Area.

City Application Conditional Use Narrative:

Two Land Use options are proposed here. One is a Lot Line Adjustment with a neighboring owner, the second is a Lot Consolidation of multiple small lots.

Property Line Adjustments:

This Property Line Adjustment Process is to move the east line of City owned Tax Lot 13S01E33B-00400. The neighboring property of 13S01E33B-00500, owned by Smith has their driveway and fence over the line on what is now the city property. This condition has existed for many years, i.e. 50+ years, and encompasses an area of approximately 1,892 sq.ft. As a property exchange with no net increase or decrease to either owner, and because the city desires a sidewalk connection to the public walkway on the east side of Smith, the south property line of 33B-00500 is proposed to be adjusted northward for an equivalent area. It is the intention for the City to construct a walkway from the city owned park-like area immediately to the east of the New City Hall, to connect with the public sidewalk (on private land but with a public access easement) that runs between Main Street and 40th Avenue in the Duck Hollow Subdivision.

The east boundary line along the City Lot portion of lot 33B-00400, and the neighboring Lot 33B-00500 would be adjusted to enclose their northern fence line and driveway, which currently extends onto the city property roughly 17 feet by 113 feet. On the south end of Lot 33B-00500, an equivalent area of roughly 28 feet by 67 feet wide would be adjusted northward. The two adjusted areas would be equal in area for the final Survey Plat. A privacy fence will be constructed along this new south property line for privacy to Lot 33B-00500.

The fence line that appears to be on the city property along the East line of Lot 33B-00400 may not actually be encroaching. A regular survey of points on the ground will confirm conditions. If necessary, the fence, rather than the property line would be moved. The Final Plat will thus record the two primary areas to adjust, and any fence encroachment will be relocated separately.

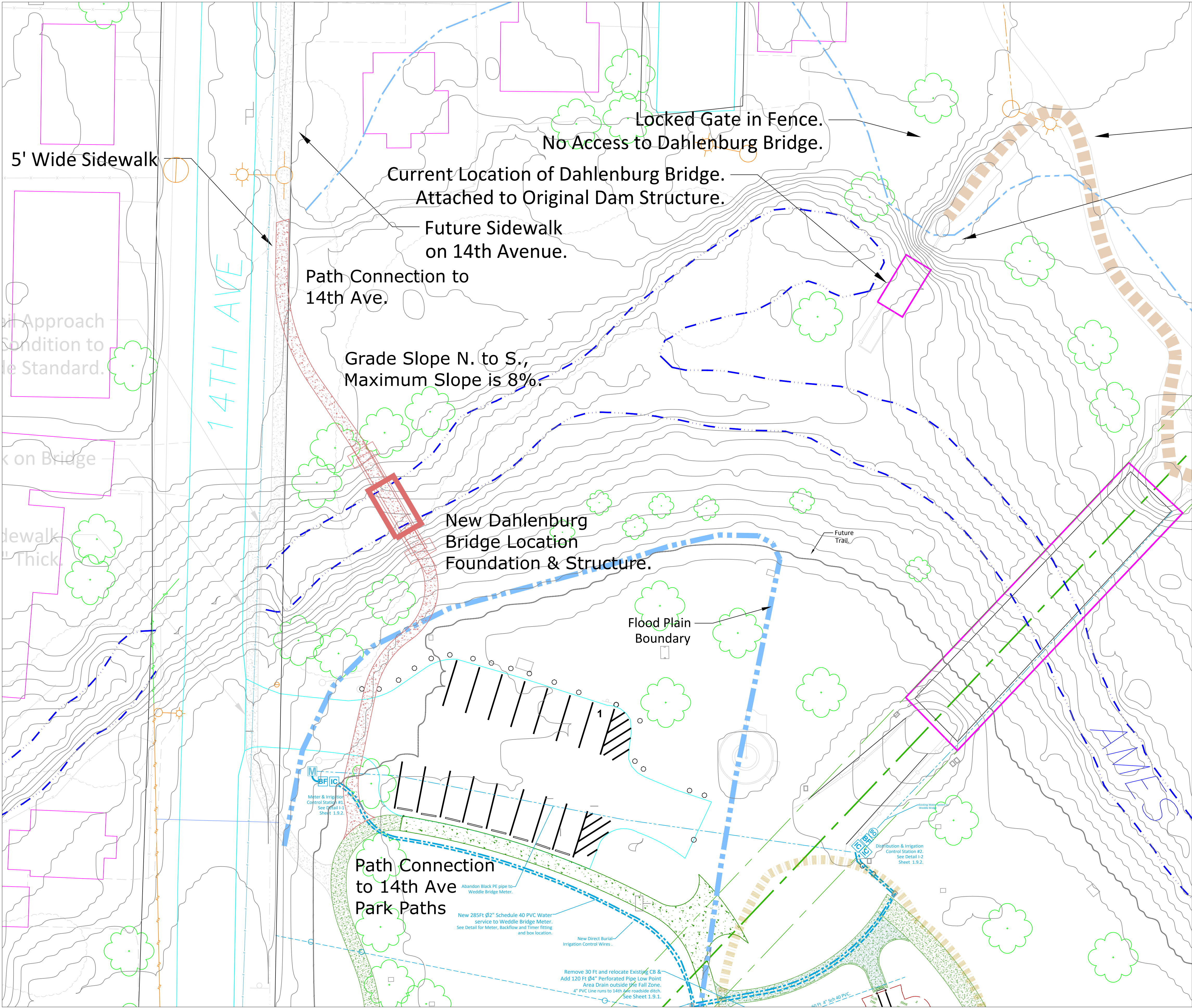
City Lot Consolidation:

The three city owned lots of 13S01E33B-00200, -00300, -00400 will be consolidated (now completed) to one lot after the above mentioned Property Line Adjustment is completed. There used to be individual residences on each of the lots many years ago. They are no longer there, the area is being developed as a park environment, and should remain in city ownership for the foreseeable future.

Update: Fall 2021

Lots have been consolidated and merged.

DWG No. 13S01E33B-00400 Digital Building Plans/CHL-SitePlanDevelopment.dwg	Date.	Description.	Rev.	PRINT DATE 3-9-2022	Drawn:	Checked:	SIZE
					SHPW	SHPW	D
CITY of SWEET HOME, Public Works Department Engineering Division, 1140 12th Avenue, 13S01E33B-00400, F341-367-6977, F341-367-6440				LINE IS 2 INCHES FULL SIZE IF NOT 2" SCALE ACCORDINGLY			
TITLE FY 2016-17 New City Hall 3225 Main Street. Dahlenburg Bridge Location Options							
SHEET NUMBER 2.1							



Dahlenburg Bridge Relocation - Ames Creek
Horizontal Scale 1" = 50'



DWG No./Rev. 9:\engr\xxxx\xxxx.dwg	XRefs: 9:\engr\xxxx\xxxx.dwg	CITY of SWEET HOME, Public Works Department Engineering Division, 1140 12th Avenue, T:541-367-6977, F:541-367-6440	ISSUE / REV. xxxx	TITLE Sankey Park Concept Plan Improvements: Dahlenburg Creek Bridge. Tentative Layout Dahlenburg Creek Bridge Sidewalk Pathway 14th Ave Alignment		10.2
				Proposal Work Scope, Bridge Span, Approach Ramps, Electrical.		
SCALE 1" = 50' FILE-DRW x-x		LINE IS 2 INCHES FULL SIZE IF NOT 2" SCALE ACCORDINGLY		SIZE 03-14-2018 D SHPWxxxx		