



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

April 16, 2025, 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 541-367-1528, choose option #1 and enter the meeting ID 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

Meeting Minutes

- a) [2025-03-19 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.

Old Business

Beautification Committee Update

Arbor Day Event

Sankey Park Phase III Update

Weddle Bridge

New Business

Buttons

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

March 19, 2025, 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 and Pledge of Allegiance

The meeting was called to order at 8:32 AM

Roll Call of Park and Tree Committee Members:

PRESENT:

Scott Swanson
Matthew Bechtel
Lena Tucker
Wally Shreves
Bob Dalton
Debra Northern
Nancy Patton

STAFF:

Angela Clegg, Planning & Building Manager
Greg Springman, Public Works Director
Sean Hegge, Crew Lead: Facilities and Parks
Amber Steinborn, Planning & Building Permit Tech
Adam Leisinger, Special Project Managers
Rebecca Swoboda, Administrative Assistant

GUESTS:

Candy Snyder, Beautification Committee

Time Reports

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.

Meeting Minutes

a) 02-19-2025 Park & Tree Committee Meeting Minutes

A motion to approve the meeting minutes was made by Lena Tucker, seconded by Bob Dalton.

Voting Yea: Wally Shreeves, Lena Tucker, Nancy Patton, Scott Swanson, Matthew Bechtel, Debra Northern, Bob Dalton

Voting Nay: 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.

Old Business

Beautification Committee Update: Candy provided an update on the different plant varieties and the planting schedule. Director Springman advised the Committee to reach out if they needed an additional staff report. The Committee is currently seeking more volunteers. Nancy requested that Candy speak about the memorial for Alice Grovom. Candy informed the Park & Tree Committee that the Beautification Committee is considering installing either a statue or a bench in Alice's honor. Matthew asked whether the Beautification Committee had considered scheduling work on a weekend to encourage youth participation. Director Springman explained that their permit for work in the median restricts activity to certain days and times. He also noted that, due to the median being located on a busy highway, involving youth in that work is not advisable.

Arbor Day Event: Chairman Shreeves contacted Pacific Power, and they plan to have an outreach team at the event to share information about tree safety near power lines. The Beautification Committee will also host a table at the event. Chairman Shreeves will be providing free hotdogs and drinks. Activities for kids will include disc golf, cornhole, tic-tac-toe, parachute games, and Jenga. The Committee will meet at 11:00 AM to remove ivy in the upper area of Sankey Park. Manager Clegg will check with City Manager Ogden to see if he plans to attend. Vice Chairman Tucker will be supplying seedlings to give away. Manager Clegg also mentioned she will distribute the updated flyers once the revisions are finalized.

Community Garden: Chairman Shreeves provided an update on the remaining plots available at the Strawberry Park garden. He asked Manager Leisinger to display photos of Lebanon's community garden for comparison. Leisinger gave an overview of the Lebanon garden, highlighting logistics, challenges, and associated costs. The Committee then discussed the idea of planting fruit trees in Strawberry Park. Dominic Valloni shared some preliminary ideas for the fruit tree layout, although no formal plan has been developed yet. Nancy Patton inquired about the current condition of the existing fruit trees, and Sean Hegge provided an update. The Committee also had further discussions about potential fruit tree varieties. Manager Clegg reminded the group that part of Strawberry Park is designated as a wetland, which may involve certain restrictions. The Committee asked whether deer have posed problems at other community gardens. Bob Dalton inquired about the process for renting, planting, and maintaining a garden box, and Manager Leisinger explained the procedure.

Sankey Park Phase III: Manager Clegg gave an update on the grant progress. Clegg informed the committee that the cost estimate that came back from the engineers was more than double the original estimated costs. She informed the Committee that staff is working on how to move forward and are looking at alternative funding sources. Bob Dalton asked about the pavilion for Sankey Park. He shared that companies may be willing to give us logs, but what else would we need to happen to use denoted logs. Manager Clegg stated that the concern they had with a solid wood structure was the possibility of dry rot. Director Springman and Manager Leisinger emphasized the cost for engineering and design prior to construction. There was further discussion about design and engineering. The question was raised about the RFP procedures and if someone wants to donate services can that be done through the RFP process. Staff told the Committee that they will try to get that information. Manager Clegg informed the Committee

that the bandstand/event center is still on the priority list, but staff has to take a step back and figure out new funding sources.

Weddle Bridge/Mill City Outreach Update: Chairman Shreeves noted that he is still working on making connections but has not yet visited Mill City. Nancy Patton inquired about Jamboree access over the bridge. Manager Clegg explained that, for now, use will continue as it has, but if the bridge deteriorates further, they may need to close the gates and find an alternative route. Nancy said she plans to bring up the bridge issue at the next SHEDG meeting.

New Business

SSWC Extra Plants: plants were sold, so there are none available now.

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

Dept of Ag Grant: Chairman Shreeves mentioned that he spoke with the representative, who indicated that funding may no longer be available.

Nancy Patton asked about getting t-shirts again. She asked staff if they bought their own shirts if the City could put the logos on it. Manager Leisinger stated that they would have to get permission from the executive team. Leisinger explained some of the regulations.

Adjournment

The meeting was adjourned at 9:28 AM