



# CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

November 20, 2024, 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: #278 852 022 483

## Call to Order and Pledge of Allegiance

## Roll Call of Park and Tree Committee Members:

## Time Reports

## Meeting Minutes

- a) [2024-10-16 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**

**Weddle Bridge / Mill City Outreach**

**December Meeting Priorities**

**Scorched Trees**

## New Business

**Celebration Tree Replacements**

**Plaza Cherry Trees**

**Arbor Day Event**

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

---

*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.*

## 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 AND TREE COMMITTEE MINUTES

October 16, 2024, 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: #278 852 022 483

## Call to Order and Pledge of Allegiance

The meeting was called to order at 8:30 AM

## Roll Call of Park and Tree Committee Members:

### PRESENT

Wally Shreves  
Nancy Patton  
Matthew Bechtel  
Debra Northern  
Councilor Dave Trask

### ABSENT

Lena Tucker  
Bob Dalton

### STAFF

Angela Clegg, Planning & Building Manager  
Adam Leisinger, Special Projects Manager

## Time Reports

None

## Meeting Minutes

- a) 2024-08-21 Park & Tree Committee Meeting Minutes

A motion to approve, with corrections, the August 21, 2024 meeting minutes was made by Matthew, seconded by Debra.

---

*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.*

Correction: Last page, Round Table: Amend Democrat Public to say Democrat Herald

Voting Yea: Matthew Bechtel, Debra Northern, Nancy Patton, Wally Shreves

Voting Nay: 0

Absent: Lena Tucker, Bob Dalton

b) 2024-09-18 Park & Tree Committee Meeting Minutes

A motion to approve the September 18, 2024 meeting minutes was made by Matthew, seconded by Nancy.

Voting Yea: Matthew Bechtel, Debra Northern, Nancy Patton, Wally Shreves

Voting Nay: 0

Absent: Lena Tucker, Bob Dalton

**Public Comment.**

None

**Old Business**

**Beautification Committee Update - None**

**Weddle Bridge - Mill City Outreach -** Wally and Lena will touch base with Mill City in the coming months.

**Harvest Festival Wrap Up -** Wally stated that he thought it was outstanding. Clegg asked if the Committee if there are any changes that they would like to implement in 2025. They recommended a firm deadline. Wally stated that they can divide judges up if there are a lot of pies in the future. Clegg recommended judges arrive at 11, judging starts shortly after. Starting earlier will allow sales of slices to start earlier. Clegg will supply Wally plates ahead of time to number for judging. Wally suggested reaching out to culinary school for youth pie baking. Clegg informed the Committee that the pie contest made \$350.00, mug donation \$150, and online mugs \$100. Clegg informed the Committee that any credit card transaction is charged a fee, so they lose approximately a third of the donation to fees, so she cautioned allowing credit card use for pie slice donations. Clegg informed the Committee that providing an ATM is cost prohibited, but she will look into Venmo or other cash apps.

**Park System Master Plan -** Clegg informed the Committee that the Master Parks Plan was approved at the October 8th City Council meeting. The final reading will occur at the October 22nd City Council meeting. Clegg stated that the approval of the plan will help with future grant writing for parks projects. There was discussion about Hobart Wildlife Habitat, regulations, and possible future plans. Clegg reminded the Committee that Hobart has a significant amount of Ash trees that could be affected by the Emerald Ash Borer. Wally asked if Sankey Park Phase III is still moving forward. Clegg informed the Committee that they are at 30% design review. They hope to have 100% plan documents in December. The plan includes a reserved location for the bandstand, but is focusing on the ADA trails and sidewalk.

**New Business**

**Park & Tree Committee priorities for 2025 -** December is when the charter states that the Park & Tree Committee starts to look at their priorities to recommend to City Council. Clegg recommend using the approved Master Parks Plan as a guide. Wally stated a few projects that he would like to see on the priorities list: 42nd & Osage, Weddle Bridge, City Hall Park / Dog park, Sankey Park Phase III, Bandstand - different options, etc.

Wally informed the Committee of optional designs for a bandstand that he has seen in other communities. Independence and Bend have great options using removal shades. There was discussion about how to move forward. Clegg informed the Committee that there are steps that need to be taken before a slab can be poured, and they don't want to jeopardize the engineering work on the hillside. Clegg will contact the companies that are willing to donate and see if they are willing to donate in the future when the City is ready to move forward with a bandstand design.

Ivy Removal - Wally commended the Committee for their extensive ivy removal at Sankey Park.

Evergreen Park - Wally stated that two of the three trees look like they are dying. Clegg stated that Lena did take a look at the trees and Lena said they are scorched. Lena recommended replacing trees in the winter, and only planting 1 or 2 trees during Arbor Day.

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

**Adjournment**

The meeting was adjourned at 9:32 AM