



CITY OF SWEET HOME PARKS & TREE COMMITTEE AGENDA

May 19, 2026, 4:00 PM
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: 423 585 844#

Call to Order and Pledge of Allegiance

Roll Call of Park and Tree Committee Members:

Time Reports

Meeting Minutes

- a) [2026-04-21 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

Beautification Committee Update

Old Business

Blooms & Brews/Arbor Day After Action Report

Sankey Park Phase III Update

Monthly Park Clean Up Schedule

New Business

Tree Inventory

Master Tree List

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 & TREE COMMITTEE MINUTES

April 21, 2026, 4:00 PM
3225 Main Street, Sweet Home, OR 97386

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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.

Call to Order and Pledge of Allegiance

The meeting was called to order at 4:01 PM

Roll Call of Park and Tree Committee Members:

PRESENT

Member Matthew Bechtel
Vice Chair Lena Tucker
Member Debra Northern
Member Nancy Patton
Member Melanie Jones
Member Scott Swanson
Councilor Aaron Hegge

ABSENT

Member Deena Bechtel

STAFF

Angela Clegg, Planning & Building Manager
Dominic Valloni, Public Works Operations Manager
Sean Hegge, Crew Lead: Facilities and Parks
Adam Leisinger, Special Projects Manager

GUESTS

None.

Time Reports

Chairman Bechtel turned in a report from the Sankey Park workday.

Meeting Minutes

a) 2026-03-18 Park & Tree Committee Meeting Minutes

A motion to approve the March 18, 2026, Park & Tree Committee Meeting Minutes with revisions was made by Member Northern and seconded by Member Patton. The motion carried by the following vote:

AYE: Member Bechtel, Vice Chair Tucker, Member Northern, Member Patton, Member Swanson
NAY: None
ABSTAIN: Member Jones
ABSENT: Member Deena Bechtel

Public Comment.

None.

Beautification Committee Update

Member Jones gave an update.

The Lolli-pop pots have been stored and will be available to use next year. They have met a couple times to weed the medians; flowers are scheduled to be delivered May 18th. Planting on the medians will take place May 19th followed by Highway 228, Fern ridge, and Clover park on May 20th.

The Beatification Committee will have a table at the Arbor Day event, with a sign up for more volunteers. They are also looking into an appreciation coffee possibly for Friday, May 1st.

Old Business

Blooms & Brews Festival

Manager Clegg reminded the Committee that the festival is scheduled for Saturday, April 25th at Sankey Park. She reviewed the event set-up plan and explained how parking will be managed. She also requested that, once it is determined which members will be bringing supplies—and that no more than two cars will be used, she can then send vendor information and a map to those members.

Discussion was had about Member Tucker bringing potted plants to their booth to send home with people.

Sankey Park Phase III

Manager Clegg provided an update, with photos of the construction progress. Member Patton asked about the seating. Manager Clegg stated that there would not be amphitheater seating, and due to the cost, that portion had to be redesigned. There will however be two landings.

Member Patton asked if the wood that was harvested from the park would be used for the band stand. Manager Clegg informed the committee that the wood is being refurbished by public works for picnic tables and benches.

New Business

Budget

Member Patton shared that she had collected \$300 for the pie contest and expressed the desire to have the pie contest as part of the annual budget. Manager Clegg clarified that Park & Tree Committee doesn't have a budget. Any purchasing for trees, park maps, etc. fall under the responsibility of staff. She also explained that the pie contest is a fundraiser for Parks and money made from that is to go back into the parks. Member Bechtel asked if they could go to the budget committee to ask for a budget. Manager Clegg advised that that would be a question for the City Manager and Deputy City Mangager.

Member Patton inquired about the necessity for permission and approval to have the City Park and Tree Logo printed on shirts for the committee. Manager Leisinger informed the committee that there is City code and policy that regulates the use of logos. Manager Leisinger also advised that this would be a question for the City Manager and Deputy City Mangager. He also shared that budget committee is having a public meeting taking place next week, April 29th and 30th, and encouraged anyone who can attend.

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

Member Jones proposed creating a consistent schedule for monthly park clean ups with the hope that they can gain more volunteers and community involvement in the parks. Manager Clegg added that is a schedule with time and locations is agreed on it can be added to the calendar on the city website.

Discussion began about choosing a park for May. Member Swanson suggested choosing a time and day that would allow more of the public to be able to volunteer, such as a Saturday morning. Member Bechtel opened discussion about getting the youth of the community more involved. Member Swanson suggested reaching out to Mr. Rosa at the High School about coordinating a volunteer opportunity with their May Week.

Adjournment

The meeting was adjourned at 4:55 PM

DRAFT