



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

January 15, 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 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) [2024-11-20 Park & Tree Committee Meeting Minutes](#)
- b) [2024-12-18 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.

Point of Order

Old Business

Beautification Committee Update

Weddle Bridge / Mill City Outreach

Arbor Day Event

Replacement Trees

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

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.

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.

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

November 20, 2024, 8:30 AM
Santiam Conference Room
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

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Mission Statement

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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

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

ABSENT

Scott Swanson

STAFF

Angela Clegg, Planning & Building Manager
Greg Springman, Public Works Director
Adam Leisinger, Special Projects Manager

Time Reports

Chairman Shreves asked the Committee to turn any time reports into Manager Clegg.

Meeting Minutes

a) 2024-10-16 Park & Tree Committee Meeting Minutes

A motion to approve the October 16, 2024 meeting minutes was made by Bechtel, seconded by Dalton.

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.

a)

Voting yea: Wally Shreeves, Lena Tucker, Matthew Bechtel, Debra Northern, Nancy Patton, Bob Dalton

Voting Nay: 0

Absent: Scott Swanson

Public Comment. None

Old Business

Beautification Committee Update: None

Weddle Bridge / Mill City Outreach: Shreeves and Tucker will plan a trip to Mill City to meet with them about their bridge campaign.

December Meeting Priorities: Manager Clegg informed the Committee of their charter requirement to discuss the budget in the December. She reminded them to align their priorities with the approved Parks Master Plan. Clegg will send another copy of the master plan to the Committee to review.

Scorched Trees: Tucker discussed the various tree around Sweet Home that were scorched. They will continue to monitor the trees through the spring. Tucker gave an update on nursery inventory. Manager Clegg stated that staff will get together and discuss if the trees are in the budget.

New Business

Celebration Tree Replacements: Manager Clegg discussed the costs that Tucker sent out. Tucker gave an update and recommendations. Dalton mentioned having a tree sponsoring program. Tucker suggested that the committee request a certain amount of park funds be dedicated to tree replacement/arbor day trees each year. Tucker discussed tree maintenance with public works and recommended planting trees in winter and not waiting until spring. Tucker also recommended watering bags to help avoid scorching.

Plaza Cherry Trees: Tucker stated that there is a potential donation. She stated that 3 more trees could fit in the plaza. Councilor Trask stated that he would donate a tree after the first of the year. Tucker would like to get with public works before planting trees to make sure they are planting them in locations ideal for watering and sunlight.

Arbor Day Event: Shreeves recommended April 26th for the Arbor Day City event. Manager Clegg asked where the committee would like to hold the event. It was decided to hold it in Sankey Park. Shreeves asked about Phase III construction happening during the event. Manager Clegg gave an update on the design schedule. The Committee would like to combine Arbor Day with Kid to Park Day. They decided on the same time as the 2024 event.

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

Patton asked about the Emerald Ash Borer. Tucker gave an update.

Shreeves discussed sunflowers in the median. Shreeves recommended planting a rogue flower again. The community seems to rally around the flowers.

Patton asked about the Sankey Park Grant. Manager Clegg gave an update.

Bechtel asked about cleaning up Quarry Park. He said he would like to clean it up, but was wondering about trash vouchers. Manager Leisinger told Bechtel to check with the code compliance officer to see if there is still a voucher program.

Adjournment

The meeting was adjourned at 9:18 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.

If you have questions, please contact the Community and Economic Development Department at 3225 Main Street, Sweet Home, Oregon 97386; Phone: (541) 367-8113.



CITY OF SWEET HOME PARKS AND TREE COMMITTEE MINUTES

December 18, 2024, 8:30 AM
Santiam Conference Room
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

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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

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

ABSENT

Bob Dalton

STAFF

Angela Clegg, Planning & Building Manager
Adam Leisinger, Special Project Manager
Sean Hegge, Crew Lead, Facilities & Parks
Greg Springman, Public Works Director
Dominic Valloni, Operations Manager

Time Reports

Chairman Shreves asked the Committee to turn in all time reports to Manager Clegg.

Public Comment. 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.

Old Business

Beautification Committee Update: Manager Clegg informed the Committee that she touched base with Patty Holk.

Weddle Bridge/Mill City Outreach: Shreves gave an update on his progress. He is working on scheduling a meeting. Manager Clegg informed the Committee that the Rotary Club is interested in supporting the bridge campaign when it kicks off. She and Shreves presented to Rotary and focused on the bridge needs. Shreves gave a history of the bridge's name. Manager Clegg gave an update on the engineering work needing to be done. Bechtel asked who makes decisions about renaming. Shreves states that the Committee can make a recommendation to City Council.

Arbor Day Event: Shreves reminded the Committee that it will be held on April 26th. Manager Clegg will verify that there is enough funding for tree purchases.

2025/2026 Priorities:

Sankey Park Phase III

42nd & Osage: Staff informed the Committee that the project is on hold until there is funding for the infrastructure. The Committee recommends reaching out to neighborhood about the project pause.

City Hall Park: Rough work starting in spring. Shreve asked if the playground equipment was still being donated. Manager Clegg stated that she will have to check.

Work on existing parks: Northside Park water access; Ashbrook Park updates for aging equipment; Strawberry Park development; Clover Park trees, benches and redesign the old fountain; Evergreen Park trees; pocket parks; South Hills trail; Hobart trails.

Nature play areas. Not putting playgrounds in every park.

Signage and Wayfinding: branded so they are all the same size, shape, font, etc.

Park map updates.

New Business

Ames Creek Project: Manager Clegg informed the Committee that there will be a DEQ riparian project in partnership with the South Santiam Watershed Council.

Sankey Park Phase III: Manager Clegg gave an update.

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

Chairman Shreves and Patton gave kudos to Public Works for all their work in the parks.

The Committee thanked Councilor Trask for his involvement as the Park & Tree Committee liaison.

Tucker asked about the Tree City USA application. Manager Clegg gave an update.

Fruit trees: sugar city gleaners will come harvest the fruit trees. Staff can reach out to the gleaners when the fruit starts to attract pests. There was a suggestion to send out a message to let citizens know that they can harvest fruit on public property.

Chairman Shreves informed Public Works that they would like to get the High School students again this year to assist with a park project.

Adjournment

The meeting was adjourned at 9:30 AM