



# CITY OF SWEET HOME CITY COUNCIL AGENDA

October 08, 2024, 6:30 PM  
Sweet Home City Hall, 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.

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## 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, visit <http://live.sweethomeor.gov>. If you do not 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: 276 473 769 028

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon Public Meeting Law, and have been approved by the Mayor and Chairperson of the meeting.

### I. Call to Order & Pledge of Allegiance

### II. Roll Call

### III. Consent Agenda

- a) [Request for Council Action - Resolution No. 23 for 2024 - Parade of Lights Road Closure](#)
- b) Approval of Minutes:
  - i) [2024-09-24 City Council Work Session Minutes](#)
  - ii) [2024-09-24 City Council Meeting Minutes](#)
  - iii) [2024-10-01 City Council Executive Session Minutes](#)

### III. Recognition of Visitors & Hearing of Petitions

### IV. New Business

- a) [Request for Council Action - Resolution No. 24 for 2024 - Declaring a State of Emergency Concerning the Green Peter Drawdown](#)
- b) [Request for Council Action – City Manager Recruitment Strategy](#)

### V. Ordinance Bills

- a) Request for Council Action and First Reading of Ordinance Bills
  - i) [Request for Council Action - Ordinance No. 3 for 2024 - Abandoned Shopping Carts](#)
  - ii) [Public Hearing & Request for Council Action - Ordinance No. 4 for 2024 - Parks Master Plan](#)

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*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.*

iii) [Request for Council Action - Ordinance No. 5 for 2024 - Franchise Agreement with Zply Fiber Pacific, LLC](#)

b) Second Reading of Ordinance Bills

**III. Reports of Committees**

Ad Hoc Committee on Arts and Culture  
Administration, Finance & Property Committee  
Community Health Committee  
Library Advisory Board  
Park and Tree Committee  
Traffic Safety Committee  
Youth Advisory Council

**IV. Department Director Reports**

Library Services Director

i) [Library Services Director Report - September 2024](#)

Police Chief

i) [Police Department Report - September 2024](#)

**V. Reports of City Officials**

City Manager's Report

Mayor's Report

**VI. Council Business for Good of the Order**

**VII. Adjournment**





# REQUEST FOR COUNCIL ACTION

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**Title:** Resolution No. 23, Parade of Lights Road Closure

**Preferred Agenda:** October 8, 2024

**Submitted By:** Angela Clegg, Planning & Building Manager

**Reviewed By:** Cecily Pretty, Assistant City Manager  
Blair Larsen, CEDD Director

**Type of Action:** Resolution  X  Motion  X  Roll Call      Other    

**Relevant Code/Policy:** SHMC 10.04.030 Powers of the City Council

**Towards Council Goal:** N/A

**Attachments:** Resolution No. 23  
Special Events Application

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**Purpose of this RCA:**

The Sweet Home Chamber of Commerce requests the temporary closure of certain streets for the Parade of Lights event. This requires adoption of Resolution No. 23 for 2024.

**Background/Context:**

The Parade of Lights event is scheduled for Saturday, December 14, 2024 in downtown Sweet Home. The applicant is seeking approval for the following street closures and related tasks:

- Parade route is a loop as follows: 22nd Ave north to Main Street, Main Street west to 10th Ave, 10th Ave south to Long Street, Long Street east to 22nd Ave.
- Public Works Dept. will place "No Parking" signs at 4:00PM and close indicated streets at 5:30PM. Street closures will be as follows:
  - 12th Ave & Main St / 12th Ave & Long St
  - 13th Ave & Main St / 13th Ave & Long St
  - 15th Ave & Main St / 15th Ave & Long St
  - 18th Ave & Main St / 18th Ave & Long St
  - 22nd Ave & Main St / 22nd Ave & Long St
- Sweet Home Police Department will direct traffic at lighted intersections.
- Public Works Dept. will follow the end of the procession and begin signage clean up.

See the attached Special events application for additional details.

**The Challenge/Problem:**

Should the streets be closed to allow for parade traffic along Long Street and Main Street?

**Stakeholders:**

- The Applicant will not be able to hold their event unless the roads are closed as proposed.

- Sweet Home residents and businesses benefit from the walking traffic and safe pedestrian crossings through the parade route but will be inconvenienced by the temporary road closure.
- The City Council are responsible for ensuring that special events can be safely held, while still providing sufficient public roadways for the safe flow of traffic, and access to homes and businesses.

**Issues and Financial Impacts:**

There are no issues or financial impacts currently identified.

**Elements of a Stable Solution:**

A stable solution is one in which a decision on the application is made that conforms with City Code and State Law.

**Options:**

1. Deny the Parade of Lights Application. Staff would prepare an Order of Denial for the Parade of Lights Application.
2. Approve Resolution No. 23 for 2024 as presented.
3. Approve Resolution No. 23 for 2024 with changes. Council could review these proposed changes and recommend different routes.
4. Direct Staff to Research Other Options.

**Recommendation:**

Staff Recommends Option 2: Resolution No. 23 for 2024 as presented concerning street closures and restrictions for the 2024 Parade of Lights.



# Community and Economic Development Department

## SPECIAL EVENT PERMIT APPLICATION

1. Name of Event: Parade of Lights Date(s) of Event 12/14/2024
2. Setup Start Time/Date: 4:00pm? Event Start Time: 6:00pm
3. Event End Time: 7:00pm Clean Up End Time/Date: 7:30pm
4. Sponsoring Organization: Sweet Home Chamber of Commerce & Visitors Center
5. Event Coordinator/Primary Contact: Lagea Mull
6. Mailing Address: 1575 Main St, Sweet Home OR 97386
7. Day Time Phone: 541-367-6186 Cell Phone: 541-405-8005
8. Email: lagea@sweethomechamber.com Fax: \_\_\_\_\_
9. Secondary Contact: Debbie Walvatne Phone: 541-570-2218
10. Is Alcohol Being Served?  Yes  No If YES include a copy of the State Liquor Permit.
11. Do you wish to utilize any City property, such as a park?  Yes  No  
If YES, which one(s)? \_\_\_\_\_
12. Will this event include Food Vendors of any type?  Yes  No  
If YES, all vendors must apply for a Temporary Restaurant License with the Linn County Health Department 541.967.3821, (ORS 624.025). The Vendors must apply three weeks before the start of the event. A list of vendors is required to be submitted with this application.
13. Anticipated Number of Attendees? 500

THE PRIMARY CONTACT MUST LIST A DAY OF EVENT PHONE NUMBER IF NOT LISTED ABOVE.

<b>FOR OFFICE USE ONLY:</b>			
Planning		Police Chief	
CEDD Director		Public Works Director	
Fire Chief			
<b>STAFF – INITIAL AND DATE UPON APPROVAL OR ATTACH MEMORANDUM WITH CONDITIONS</b>			

PAYMENT AMOUNT: \_\_\_\_\_ CASH CC CHECK # \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**PERMIT APPROVED:**  Yes  No  Entered on Events Calendar

Authorized City Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Community and Economic Development Department

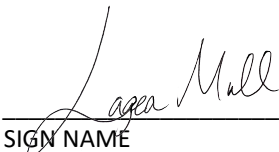
## HOLD HARMLESS AGREEMENT

**IN CONSIDERATION OF BEING PERMITTED TO PRODUCE THIS SPECIAL EVENT OR ACTIVITY OR USE OF ANY CITY PROPERTY OR FACILITIES IN CONNECTION WITH THIS ACTIVITY, THE UNDERSIGNED APPLICANT (“INDEMNITOR”) AGREES TO THE FOLLOWING:**

1. THE INDEMNITOR HEREBY AGREES TO RELEASE, INDEMNIFY AND HOLD HARMLESS the City of Sweet Home from any and all liability, claims, demands, causes of action, charges, expenses, and attorney fees (including attorney fees to establish the City’s right to indemnity or incurred on appeal) resulting from involvement in this event whether caused by any negligent act or omission of the City or otherwise. This agreement shall not apply to any liability resulting from the sole negligence of the City.
2. The INDEMNITOR agrees to reimburse the City for any loss, theft of, or damage to City property, equipment and/or facilities.
3. The INDEMNITOR agrees to comply with all applicable laws, statutes, ordinances, rules and requirements including, but not limited to, not admitting more attendees than designated by Fire Department as safe for the particular event or facility.
4. The INDEMNITOR expressly agrees that this release and hold harmless agreement is intended to be as broad and inclusive as permitted by Oregon law and that if any portion thereof is held invalid, notwithstanding, the balance shall continue in full legal force and effect.
5. Falsification and/or misrepresentation in completing this application may result in rate adjustment or event cancellation. I UNDERSTAND THAT CHANGES TO THE ABOVE DETAILED PROGRAM REQUIRE IMMEDIATE NOTIFICATION TO THE CITY.

I, the undersigned representative, have read the Special Events Application and the Policies and Procedures contained herein, and I am duly authorized by the event organization/business to submit this application on its behalf. The information herein is complete and accurate.

APPLICANT: Lagea Mull Sweet Home Chamber of Commerce  
**PRINT NAME** **AUTHORIZED AGENT FOR**

SIGNATURE OF APPLICANT:  08/14/2024  
**SIGN NAME** **DATE**

APPROVAL, DENIAL OR INCLUSION OF RESTRICTIONS OR SPECIAL CONDITIONS OD USE PERMIT IS AT THE SOLE DISCRETION OF THE CITY PUSUANT TO Sweet Home Code of Ordinances 17.80 Conditional Uses. All applications must be reviewed and approved before a permit can be issued.



# Community and Economic Development Department

## Event and Equipment Rental Fees

Description	Fees: Non-Refundable	Fees: Refundable	Replacement Costs	Total Owed	Total Paid	Date Paid
Bandstand	\$15.00/hour \$100 maximum	\$100.00				
Outdoor Event Center	\$15.00/hour \$100 maximum	\$100.00				
Gazebo	\$15.00/hour \$100 maximum	\$100.00				
Sankey Hut	\$15.00/hour \$100 maximum	\$100.00				
Weddle Bridge	\$15.00/hour or \$100 maximum	\$100.00				

**Total Equipment Items not to exceed a \$400.00 replacement costs. Items described below are subject to availability. A 24-hour notice is required before pick-up. Two-day maximum rental.**

Description	Fees: Non-Refundable	Fees: Refundable	Replacement Costs	Total Owed	Total Paid	Date Paid
Tables	\$5.00/table	\$100.00	\$60.00			
Chairs	\$1.00/chair					
2' Fold Up Barricade	\$3.00/ Barricade		\$25.00			
2' Fold Up Plastic Barricades	\$3.00/Barricade		\$40.00			
8' Barricade	\$3.00/Barricade		\$15.00			
Small Barricade – "No Park"	\$3.00/Barricade		\$24.00			
Photo Cell Battery Light	\$3.00/light		\$20.00			
18" Traffic Cones	\$3.00/ Cone		\$10.00			
28" Traffic Cones with Reflective Strip	\$3.00/Cone		\$19.00			
Construction Signs with Sign Holders	\$10.00/Sign		\$50.00			
Slow/Stop Paddle	\$3.00/Each		\$18.00			
Slow/Stop Paddle with 30" Handle	\$5.00/Each		\$20.00			
Slow/Stop Paddle with 60" Handle	\$5.00/Each		\$21.00			
Hydrant Wrench	\$5.00/Each		\$35.00			
Safety Vests			\$12.00/Each			



# Community and Economic Development Department

## SANKEY HUT RENTAL

Pass Code: \_\_\_\_\_ (given by staff upon payment of fees)

### Please read and initial each item below:

- I agree to not share my pass code with anyone else.
  - o Pass codes will be distributed only to authorized City employees only.
- I agree to report any problems or concerns to the Community Development Department immediately. During regular business hours (7am-4pm) call 41-367-3111. At other times call the police non-emergency number, 541-367-3181.
- I agree to set up and remove all equipment, structures, and materials for the reserved hut activity within the block of time specified in the park permit.
- I agree to pick up and properly dispose of all trash, litter, and food from the reserved hut activity.
- I agree to properly dispose of garbage that exceeds the capacity of the garbage receptacles at the hut facility. You can rent a dumpster through a private vendor or haul off your bagged garbage and recyclables yourself. Excess garbage left at the rental facility will be removed at your expense. A fee for service will be deducted from your security deposit.
- I agree to remove all signs or markings associated with the reserved hut activity. Paint is not permitted for marking pavement or structures. Chalk is acceptable but must be removed immediately after the event.
- I agree to obtain an underground utility locate and permission from the Community Development Department if sign posts, stakes, or spikes will be driven into the ground.
- I agree to accept the hut facilities, including the premises and equipment, in their present condition.
- I agree to reimburse the City for all damages to the premises or property resulting from their use, other than ordinary wear and depreciation, as determined by the City.
- I agree to conform to all rules and regulations of the City.
- I agree to provide adequate supervision and be responsible for any improper conduct of the attendees, both individually and collectively, while on the City premises or utilizing facilities.
- I agree that the use of the facilities and this permit is revocable by the City at any time at the City's option.
- I agree to hold the city harmless and indemnify the city from any and all liability for injury to persons or property occurring as a result of the activity sponsored by the permittee.
- I agree that the permittee and any other person who allows or causes damage to hut facilities, park areas, and any other property owned by the city shall be liable to the city for the damage caused.
- I agree to abide by all Federal, State, and municipal equal opportunity laws and regulations prohibiting discrimination.

### Staff Use Only:

Clean-up verified by Staff \_\_\_\_\_, \_\_\_\_\_  
Date signature of staff

Deposit Returned \_\_\_\_\_, \_\_\_\_\_  
Date signature of staff



### FACT SHEET

Parade route is a loop as follows: 22nd Ave north to Main Street, Main Street west to 10th Ave, 10th Ave south to Long Street, Long Street east to 22nd Ave.

Public Works Dept. will place "No Parking" signs at 4:00PM and close indicated streets at 5:30PM. Street closures will be as follows:

- 12th Ave & Main St / 12th Ave & Long St
- 13th Ave & Main St / 13th Ave & Long St
- 15th Ave & Main St / 15th Ave & Long St
- 18th Ave & Main St / 18th Ave & Long St
- 22nd Ave & Main St / 22nd Ave & Long St

Sweet Home Police Department will direct traffic at lighted intersections.

Chamber volunteers will arrive at the Chamber building at 5:00PM.

Parade line up will begin at 5:00PM on Long Street between 18th Ave & 22nd Ave. Line up will encompass Long Street.

Parade will end at 18th Ave & Long St.

Floats will disband on Long Street between 18th Ave & 22nd Ave.

Public Works Dept. will follow the end of the procession and begin signage clean up.

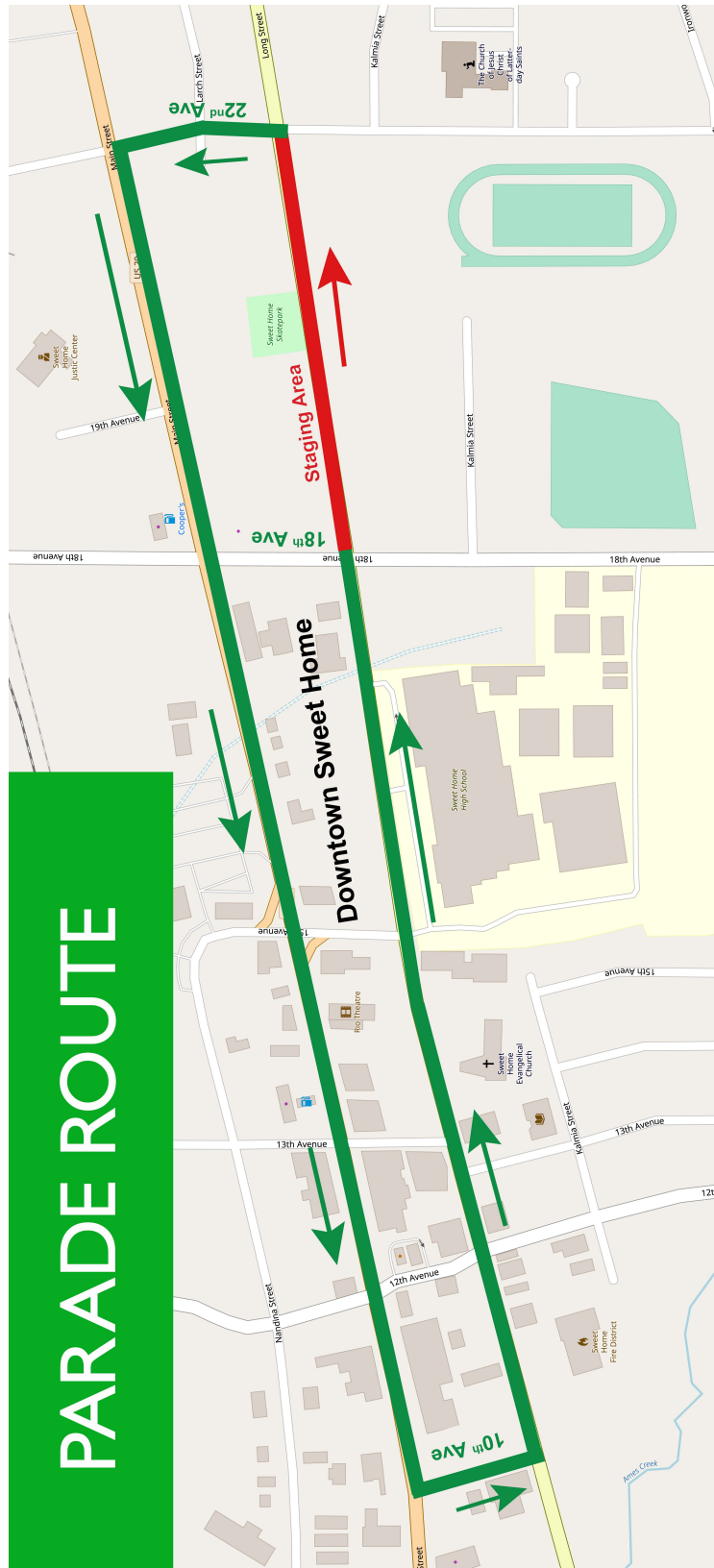








Insert Event Overview Map





Insert Vendor Site Map

**N/A**



## APPLICATION AND PERMIT TO OCCUPY OR PERFORM OPERATIONS UPON A STATE HIGHWAY

See Oregon Administrative Rule, Chapter 734, Division 55

PERMIT NUMBER

CLASS :	KEY#
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GENERAL LOCATION				PURPOSE OF APPLICATION (TO CONSTRUCT/OPERATE/MAINTAIN)					
HIGHWAY NAME AND ROUTE NUMBER US 20/16/ Santiam				<input type="checkbox"/> POLE LINE	TYPE		MIN. VERT. CLEARANCE		
HIGHWAY NUMBER 016	COUNTY Linn			<input type="checkbox"/> BURIED CABLE	TYPE				
BETWEEN OR NEAR LANDMARKS US 20 from Hwy 228 intersection to 22nd Avenue intersection				<input type="checkbox"/> PIPE LINE	TYPE				
HWY. REFERENCE MAP AML	DESIGNATED FREEWAY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IN U.S. FOREST <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> NON-COMMERCIAL SIGN		FEE AMOUNT			
APPLICANT NAME AND ADDRESS  Lagea Mull, Executive Director Sweet Home Chamber of Commerce 1575 Main Street Sweet Home, OR 97386				<input checked="" type="checkbox"/> MISCELLANEOUS OPERATIONS AND/OR FACILITIES AS DESCRIBED BELOW					
				<b>FOR ODOT USE ONLY</b>					
				BOND REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		REFERENCE: OAR 734-55 035(2)		AMOUNT OF BOND	
INSURANCE REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		REFERENCE: OAR 734-55 035(1)		SPECIFIED COMP. DATE					

### DETAIL LOCATION OF FACILITY(For more space attach additional sheets)

MILE POINT	MILE TO POINT	ENGINEERS STATION	ENGINEERS TO STATION	SIDE OF HWY OR ANGLE OFCROSSING	DISTANCE FROM		BURIED CABLE OR PIPE		SPAN LENGTH
					CENTER OF PVMT	R/W LINE	DEPTH/VERT.	SIZE AND KIND	
27.25	27.93	47.770		90d	varies	varies	xxx	xxx	xxx

#### DESCRIPTION AND LOCATION OF NON-COMMERCIAL SIGNS OR MISCELLANEOUS OPERATIONS FACILITIES

Permit and Permission to conduct parade within ODOT ROW. Parade of Lights on Saturday, **December 14, 2024 at 6PM to 7PM**. Parade loop begins on 22nd Ave north to Main St/HWY 20, west on Main St/HWY 20 to 10th Ave, South on 10th Ave to Long St, East on Long St Back to 22nd Ave.

#### SPECIAL PROVISIONS (FOR MORE SPACE ATTACH ADDITIONAL SHEETS)

- TRAFFIC CONTROL REQUIRED  YES [OAR 734-55-025(6)]  NO
- OPEN CUTTING OF PAVED OR SURFACED AREAS ALLOWED?  YES [OAR 734-55-100(2)]  NO [OAR 734-55-100(1)]
- ◆ **AT LEAST 48 HOURS BEFORE BEGINNING WORK, THE APPLICANT OR HIS CONTRACTOR SHALL NOTIFY THE DISTRICT REPRESENTATIVE AT TELEPHONE NUMBER: N/A OR FAX A COPY OF THIS PAGE TO THE DISTRICT OFFICE AT: N/A please call** SPECIFY TIME AND DATE IN THE SPACE BELOW.
- ◆ A COPY OF THIS PERMIT AND ALL ATTACHMENTS SHALL BE AVAILABLE AT THE WORK AREA DURING CONSTRUCTION.
- ◆ **ATTENTION:** Oregon Law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center at (503) 232-1987.  
**CALL BEFORE YOU DIG 1-800-332-2344**

#### COMMENTS - ODOT USE ONLY

IF THE PROPOSED APPLICATION WILL AFFECT THE LOCAL GOVERNMENT, THE APPLICANT SHALL ACQUIRE THE LOCAL GOVERNMENT OFFICIAL'S SIGNATURE BEFORE ACQUIRING THE DISTRICT MANAGER'S SIGNATURE.

LOCAL GOVERNMENT OFFICIAL SIGNATURE		TITLE	DATE
<input checked="" type="checkbox"/>			
APPLICANT SIGNATURE	APPLICATION DATE	TITLE	TELEPHONE NO.
<input checked="" type="checkbox"/> <i>Lagea Mull</i>	08/14/2024	Exec. Dir., Sweet Home Chamber of Commerce	541-367-6186
When this application is approved by the Department, the applicant is subject to, accepts and approves the terms and provisions contained and attached: and the terms of Oregon Administrative Rules, Chapter 734, Division 55, which is by this reference made a part of this permit.			APPROVAL DATE
<input checked="" type="checkbox"/>			

# √GENERAL PROVISIONS FOR POLELINE, PIPELINE, BURIED CABLE PERMITS AND MISCELLANEOUS PERMITS

(Rev) May 2003

<b>APPLICANT:</b> See Page 1	<b>HIGHWAY:</b> See Page 1	<b>MP:</b> See Page 1
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**All checked (√) provisions apply.**

**WORKSITE**

1. Permittee must call for utility locates before digging ("Call Before You Dig") 1-800-332-2344 per Oregon Administrative Rules (Chapter 952, Division 1). You may be held liable for damages. Pre-marking of excavation areas is required.
- √2. Permittee shall have a copy of this permit and all attachments at the work site. They shall be available to the District Manager or representative at their request.
3. Permittee shall acknowledge, in writing, receipt and review of Oregon Administrative Rules (Chapter 734, Division 55) governing miscellaneous facilities and operations on the highway right of way as the governing provisions of this permit or agreement. Copies of this rule may be obtained from any district maintenance office.
- √4. Permittee shall review the Oregon Administrative Rules (Chapter 734 Division 55) governing miscellaneous facilities and operations on the highway right of way as the governing provisions of this permit or agreement. Web Site: [http://arcweb.sos.state.or.us/rules/OARS\\_700/OAR\\_734/734\\_055.html](http://arcweb.sos.state.or.us/rules/OARS_700/OAR_734/734_055.html).
5. Access control fence must be maintained during construction and restored to its original or better condition after construction is complete.
- √6. The Permittee shall not use state highway right of way to display advertising signs or merchandise of any kind.
- √7. The stopping and parking of vehicles upon state highway right of way for the maintenance of adjoining property or in furtherance of any business transaction or commercial establishment is strictly prohibited.
8. All grass and small brush within the work area shall be rotary or flail mowed to ground level prior to the beginning of work to facilitate clean up. Disturbed areas shall be reseeded with grass native to the area in an appropriate seeding time.
- √9. The spreading of mud or debris upon any state highway is strictly prohibited and violation shall be cause for immediate cancellation of the permit. Clean up shall be at the applicant's expense. The highway shall be cleaned of all dirt and debris at the end of each work day, or more frequently if so determined by the District Manager or representative.

10. Permittee shall replace any landscape vegetation or fences that are destroyed. Any damage that is not fully recovered within 30 days (weather permitting) shall be replaced by ODOT at the expense of the Permittee. A "plant establishment" shall be understood to be part of the planting work to assure satisfactory growth of planted materials. The plant establishment period will begin when the original planting and all landscape construction has been completed and approved. The length of the establishment period will be one calendar year or as defined in the permit Special Provisions.
11. Permittee shall install and maintain landscaped area. Planting shall be limited to low-growing shrubs, grass or flowers that do not attain sufficient height to obstruct clear vision in any direction. The Oregon Department of Transportation (ODOT) shall have the right to remove said landscaping at any time such removal may appear to be in the public interest, without liability or loss, injury, of damage or any nature whatsoever.

### **TRAFFIC**

- √12. During construction or maintenance, the work area shall be protected in accordance with the current Manual on Uniform Traffic Control Devices, (MUTCD), Federal Highway Administration, US Department of Transportation, and the Oregon Department of Transportation supplements thereto. Flaggers must have a card or certificate indicating their completion of an approved work zone traffic control course. All traffic control devices shall be maintained according to the American Traffic Safety Services Association (ATSSA), Quality Standards for Work Zone Traffic Control Devices handbook.
13. Permittee shall provide a detailed traffic control plan for each phase of the work, showing signs and cones. Plans shall be reviewed and approved by Oregon Department of Transportation in advance of construction or maintenance.
14. All damaged or removed highway signs shall be replaced by the permittee. Installation shall be according to MUTCD standards or ODOT specifications, and shall be completed as soon as possible but no later than the end of the work shift.
15. No lane restrictions are permitted on the roadway during the hours of darkness, on weekends, or between 6:00 AM and 9:00 AM, or 4:00 PM and 7:00 PM (Monday thru Thursday off by noon on Friday) without prior approval by ODOT.
16. Traffic control with lane restrictions are permitted on the roadway with the following guidelines:  
See attached EXHIBIT: DISTRICT 4 LANE RESTRICTIONS, 02/26/2018.

### **DRAINAGE**

17. On-site storm drainage shall be controlled within the permitted property. No blind connections to existing state facilities are allowed.
18. Excavation shall not be done on ditch slopes. Trench excavation shall either be at ditch bottom or outside ditch area. (Minimum depth at bottom of ditch shall be 36 inches; minimum depth outside of ditch shall be 42 inches).

19. Only earth or rock shall be used as fill material and shall slope so as not to change or adversely affect existing drainage. Fine grade and seed the finished fill with native grasses to prevent erosion.
20. A storm drainage study stamped by an Oregon Registered Professional Engineer (PE) is required. The study must meet standards of the National Pollution Discharge Elimination Systems (NPDES) when any of the following conditions apply:
  - Whenever a four inch pipe is inadequate to serve the developed area,
  - development site is one quarter acre or larger in size, OR contributes one half cubic feet per second OR directly or indirectly affects state facilities,
  - or as directed by the District Manager or representative.
  - An advance deposit for ODOT hydrology reviews may be required.
21. Permittee shall provide on-site retention for storm water runoff that exceeds that of the undeveloped site.
22. All water discharged to an ODOT drainage system must be treated prior to discharge. All requests for connection to an ODOT storm system must meet any requirements of the National Pollutant Discharge Elimination System (NPDES). This may include local jurisdiction approval of on-site water quality treatment facilities and/or development of an operation and maintenance plan for any on-site water quality treatment facility, as determined by local jurisdiction

### **EXCAVATION/CONSTRUCTION**

- √23. The following ODOT documents and any supplements and subsequent revisions thereto, where applicable and not otherwise superceded by the permit language herein, but only to the extent that they provide standards and performance requirements for work to be performed under the permit, shall be incorporated for use in the permit: "Oregon Standard Specifications for Construction (2018)" and relevant Metric Standard Drawings. ODOT shall have authority over acceptance of all materials and workmanship performed under this permit as stated in Section 00150.00 of the "Oregon Standard Specifications for Construction (2015)." For additional Supplemental and Special Provisions please refer to: <http://www.odot.state.or.us/techserv/roadway/specs/home.htm>. Standard Specification books is available on this site.
24. Open cutting of pavement is allowed in areas specifically approved by District Manager or representative.
25. Trench backfill shall be according to the attached typical drawing, marked as Exhibit \_\_\_\_\_.
26. Open cutting of the highway is allowed with construction in accordance with OAR 734-55-0100. All excavation in paved areas shall be backfilled and the roadway surface patched before the end of each shift. In special cases where steel plates are allowed, said plates shall be pinned and a temporary cold patch applied to the edges. The permittee shall be fully responsible for monitoring and maintenance of temporary patching and steel plating.

27. Compaction tests shall be required for each open cut per Oregon Standard Specification for Construction. Compaction tests shall be conducted once for every 300 lineal feet per lift of continuous trench according to the Manual of Field Test Procedures (MFTP), published by ODOT. Percent Compaction shall be 95%. At the discretion of the District Manager or representative, results of compaction test shall be provided to District Manager or representative at applicants' expense.
28. Control Density Fill (CDF) shall be used as surface backfill material in place of crushed rock in open trenches that impact the travel portions of the highway. A ¾"-0, or 1"-0 rock will be used for the aggregate. The amount of cement used shall not exceed 3.0% of the total mixture's weight. Maximum compressed strengths must not exceed 250 pounds per square inch (psi).
29. Surface restoration shall be a minimum of eight inches of hot asphalt-concrete (AC), compacted in two inch lifts, or match existing pavement depth, whichever is greater. Sand-seal all edges and joints.
30. All aggregate shall conform to Oregon Standard Specification for Construction, Section 02630 - Base Aggregate.
31. Any area of cut or damaged asphalt shall be restored in accordance with the included attachment "drawing supplied by the applicant. For a period of two years following the patching of paved surface, permittee shall be responsible for the condition of permittee's pavement patches, and during that two year period shall repair to District Manager or representative satisfaction any of the patches which become settled, cracked, broken, or otherwise faulty.
32. An overlay to seal an open-cut area shall be completed prior to the end of the construction season, or when minimum temperature allows per "Oregon Standard Specification for Construction" and any subsequent revisions thereto. Typical overlay shall be 1.5 inches deep and cover the affected area from edge of pavement to edge of pavement, and taper longitudinally at a fifty feet to one inch (50' : 1") ratio. Taper may be adjusted by the District Manager as required. For a period of two years following this patching of the surface, the permittee shall be responsible for the condition of said pavement patches, and during that time shall repair to the District Manager or representative's satisfaction any of the patches which become settled, cracked, broken or otherwise faulty.
33. Highway crossings shall be bored or jacked. Bore pits shall be located behind ditch line or in areas satisfactory to the District Manager. Unattended pits shall either be protected by a six-foot fence, backfilled, or steel plated and pinned.
34. Permittee shall install a "tracer wire" or other similar conductive marking tape or device, if installing any non-conductive, unlocatable underground facility, in order to comply with Oregon Utilities Coordination Council (OUCC), per OAR 952-01-0070 (6).
35. Trench backfill outside of ditch line or in approved areas can be native soil compacted at optimum moisture in twelve inch layers to 90% or greater of the maximum density.
36. Native material that is found to be unsatisfactory for compaction shall be disposed of off the project and granular backfill used.



37. Trench backfill in rock slope or shoulder shall be crushed 1"-0 or ¾"-0 size rock compacted at optimum moisture in eight-inch layers. Compaction tests shall be conducted according to the Manual of Field Test Procedures (MFTP), published by ODOT. Percent compaction shall be 95%. At the discretion of the District Manager or representative, results of compaction tests shall be provided to District Manager or representative at applicant's expense.
38. Where excavation is on fill slope steeper than a two to one (2:1) ratio, slope protection shall be provided using four-inch size rock laid evenly to a minimum depth of twelve inches.
39. No more than 300 feet of trench longitudinally along the highway shall be left open at any one time and no trench shall be left in an open condition overnight (during non work hours).
40. Areas of disturbed cut and fill slopes shall be restored to a condition suitable to the District Manager or representative. Areas of erosion to be inlaid with an acceptable riprap material.
41. All underground utilities shall be installed with three-foot or more of horizontal clearance from existing or contract plans guardrail posts and attachments. All non-metallic water, sanitary and storm sewer pipe shall have an electrically conductive insulated Number 12-gauge copper tracer wire the full length of the installed pipe using blue wire for water and green for storm and sanitary sewer piping.
42. Any area of cut or damaged concrete shall be restored in accordance with the attached Typical Section-Pipe Section under sidewalk.
43. Utility markers and pedestals shall be placed as near the highway right-of-way line as practical. In no case shall pedestals and line markers be located within the highway maintenance area.
44. No cable plowing is allowed within the lateral support of the highway asphalt (i.e. at six feet lower than the edge of the asphalt, no plowing within nine feet of the edge of the asphalt).
45. Review by ODOT Bridge Engineers is required for all proposed bridge and structure attachments and for utility or any facilities to be installed within sixteen feet of bridge foundations, supports, walls or related, or within the influence zone of bridge facilities.

**Miscellaneous:**

46. Permittee shall be responsible and liable for (1) investigating presence/absence of any legally protected or regulated environmental resource(s) in the action area; (2) determining any and all restrictions or requirements that relate to the proposed actions, and complying with such, including but not limited to those relating to hazardous material(s), water quality constraints, wetlands, archeological or historic resources(s) state and federal threatened or endangered species, etc., (3) complying with all federal, state, and local laws, and obtaining all required and necessary permits and approvals.
- √47. If the permittee impacts a legally protected/regulated resource, permittee shall be responsible for all costs associated with such impact, including, but not limited to all costs of mitigation and rehabilitation, and shall indemnify, and hold ODOT harmless for such impacts and be responsible and liable to ODOT for any associated costs or claims that ODOT may have.

- √48. Plans are approved by ODOT in general only and do not relieve the permittee from completing construction improvements in a manner satisfactory to ODOT. The District Manager or representative may require field changes. When revisions are made in the field, permittee is responsible to provide "as built" drawings, within 60 days from completion of highway improvements, and shall submit them to the District Office issuing the permit.
49. Permittee shall be responsible for locating and preserving all existing survey monumentation within the work area in accordance with ORS 209.150 and/or 209.155. If monumentation or its accessories are inadvertently or otherwise disturbed or destroyed, applicant shall be responsible for all costs and coordination associated with it's reestablishment by a professional licensed surveyor.
50. An advance deposit of \$ 0.00 is required for project associated costs incurred by ODOT. Such costs will be identified and estimated by ODOT, and include, but are not limited to review of studies and calculations involving hydraulics/drainage, geotechnical, traffic and traffic control plans, signal, roadway design, bridge and other engineering support. Excess funds remaining in the account upon completion of billing will be refunded. If ODOT costs exceed the deposit amount, permittee shall be billed for the difference.

## **SPECIAL PROVISIONS for UTILITY AND MISCELLANEOUS PERMITS**

### **SPECIAL PROVISIONS SUPERSEDE GENERAL PROVISIONS**

- √1. THE SCOPE OF THIS PERMIT IS TO ALLOW DETOUR AND TRAFFIC CONTROL DURING AN EVENT, SEE PAGE 1 OF 2.
- √2. ANY DAMAGE TO ODOT RIGHT OF WAY SHALL BE RESTORED TO THAT CONDITION PRIOR TO EVENT AND TO SATISFACTION OF ODOT REPRESENTATIVE.
- √3. THE APPLICANT IS RESPONSIBLE FOR FURNISHING COMPLETE TRAFFIC CONTROL BY MEANS OF QUALIFIED POLICE OFFICERS AT EACH END OF THE PARADE AND DETOUR ROUTES, INCLUDING TEMPORARY SIGN PLACEMENT. ALL TEMPORARY TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD). SEE SPECIAL PROVISION 9b.
- √4. THE APPLICANT SHALL BE RESPONSIBLE FOR ALL CLEAN-UP OF DEBRIS DEPOSITED ON OR ALONG THE HIGHWAY AS A RESULT FROM THE PARADE.
- √5. IT IS THE RESPONSIBILITY OF THE APPLICANT TO OBTAIN PERMISSION TO USE CITY STREETS AND COUNTY ROADS FOR TRAFFIC DETOURS. THE OREGON DEPARTMENT OF TRANSPORTATION HAS NO AUTHORITY TO GRANT PERMISSION TO DETOUR TRAFFIC OVER CITY STREETS AND COUNTRY ROADS.
- √6. PARADE PERMITS ISSUED BY ODOT WILL ONLY COVER THAT PORTION OF THE PARADE THAT TAKES PLACE ON THE STATE HIGHWAY.

- √ 7. THE APPLICANT IS RESPONSIBLE AND LIABLE FOR ALL ACCIDENTS, DAMAGES, AND INJURIES TO PERSONS OR PROPERTY THAT ARE A DIRECT RESULT OF THE PARADE.
- √ 8. APPROVAL FOR THE PARADE IS AT THE DISCRETION OF THE ODOT DISTRICT 4 MANAGERS.
- √ 9. **ADDITIONAL SIGNATURES ARE REQUIRED.**

(9a.) **LOCAL JURISTITION (CITY) SIGNATURES REQUIRED.** SIGNATURE REPRESENTS CITY APPROVAL FOR THE PLANNED EVENT, APPROVAL OF ALL ASSOCIATED PLANNED ACTIVITIES AND APPROVE OF DETOUR ROUTES FOR THIS PERMITS.  
 CITY REPRESENTATIVE IS TO **SIGN PAGE 1 AND 8** OF THIS PERMIT, UNDER LOCAL GOVERNMENT OFFICIAL SIGNATURE.

JURISTITION: City of Sweet Home

**SIGNATURE:** \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE NO.: 541-367-8969

MAILING ADDRESS: 3225 Main Street

CITY: Sweet Home STATE: Oregon ZIP CODE: 97386

**APPLICANT IS TO PROVIDE THE CITY WITH A COPY OF THE FINALIZED ODOT ISSUED PERMIT 30 DAYS PRIOR TO THE EVENT.**

(9b.) **LOCAL POLICE DEPARTMENT OR LAW ENFORCEMENT SIGNATURE REQUIRED.** SIGNATURE ACKNOWLEDGES THAT THE LOCAL LAW ENFORCEMENT HAS BEEN NOTIFIED OF THE PLANNED ACTIVITIES ASSOCIATED TO THIS PERMIT. SEE SPECIAL PROVISIONS.

PRINT NAME \_\_\_\_\_ PHONE NUMBER 541-367-5181

**SIGNATURE** \_\_\_\_\_ DATE \_\_\_\_\_

- √ 10. **ODOT STATION 2 CONTACT REQUIREMENT:**  
 WHEN TRAFFIC CONTROL IS REQUIRED THAT DISRUPTS, DIVERTS, OR MAY CAUSE TRAFFIC IMPACTS OR DELAYS CONTACT ODOT STATION 2 AT 503-362-0457 48 HOURS PRIOR TO WORKING. YOU WILL NEED TO PROVIDE A CONTACT NAME, PHONE NUMBER, THE HIGHWAY, MILE POINT, TYPE OF WORK AND HOW LONG TRAFFIC WILL BE AFFECTED.

- √ 11. **APPLICANT IS TO PROVIDE THE POLICE DEPARTMENT/LAW ENFORCEMENT WITH A COPY OF THE FINALIZED ODOT ISSUED PERMIT 30 DAYS PRIOR TO THE EVENT.**

**APPLICANT'S SIGNATURE ACKNOWLEDGES APPLICANT HAS READ, UNDERSTANDS AND ACCEPTS ALL PROVISIONS**

**APPLICANT SIGNATURE**



DATE 08/14/2024

**RESOLUTION NO. 23 FOR 2024**

A RESOLUTION CONCERNING STREET CLOSURES AND RESTRICTIONS FOR THE 2024 PARADE OF LIGHTS.

WHEREAS, the Sweet Home Chamber of Commerce has requested to hold the annual Parade of Lights on December 14, 2024; and

WHEREAS, temporary traffic regulations are necessary to safely accommodate the Parade of Lights; and

WHEREAS, Sweet Home Municipal Code 10.04.030 provides that the City Council may, by resolution, establish or alter traffic and parking control; and

WHEREAS, the Sweet Home City Council finds that it is in the best interest of the community and the city that the annual Parade of Lights be safely held as requested.

NOW, THEREFORE, the City of Sweet Home does resolve as follows:

Traffic regulations shall be kept in effect as follows:

- A. Parade route is a loop as follows: 22nd Ave north to Main Street, Main Street west to 10th Ave, 10th Ave south to Long Street, Long Street east to 22nd Ave.
- B. Appropriate signed, signaled or other markings shall be installed by the Public Works Department to carry safely out the provisions of this resolution and shall become effective immediately upon the installation of such signed, signals or other markings. at 4:00PM and close indicated streets at 5:30PM. Street closures will be as follows:
  - 1. 12th Avenue & Main Street / 12th Avenue & Long Street
  - 2. 13th Avenue & Main Street / 13th Avenue & Long Street
  - 3. 15th Avenue & Main Street / 15th Avenue & Long Street
  - 4. 18th Avenue & Main Street / 18th Avenue & Long Street
  - 5. 22nd Avenue & Main Street / 22nd Avenue & Long Street
- C. Sweet Home Police Department will direct traffic at lighted intersections.
- D. Public Works Department will follow the end of the procession and begin signage and equipment clean up.
- E. Residential access will be allowed.

PASSED by the Council and approved by the Mayor this 8<sup>th</sup> day of October, 2024.

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Mayor

ATTEST:

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City Manager Pro Tem – Ex Officio City Recorder



# CITY OF SWEET HOME CITY COUNCIL MINUTES

September 24, 2024, 5:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

## **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.

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## **Call to Order & Pledge of Allegiance**

The meeting was called to order at 5:30 PM.

## **Roll Call**

### **PRESENT**

Mayor Susan Coleman  
President Pro Tem Greg Mahler  
Councilor Lisa Gourley  
Councilor Dylan Richards  
Councilor Angelita Sanchez (5:32 PM)  
Councilor Josh Thorstad  
Councilor Dave Trask

### **STAFF**

Jason Ogden, City Manager Pro Tem / Police Chief  
Cecily Hope Pretty, Assistant City Manager Pro Tem  
Adam Leisinger, Special Projects Manager

### **MEDIA**

Sarah Brown, The New Era

## **City Council Work Session - City Manager Recruitment**

Mayor Coleman requested a discussion on the desired qualities of the next City Manager.

Councilor Richards requested that someone from Sweet Home be selected.

Councilor Gourley noted the importance of diplomacy and understanding rural Oregonians.

Councilor Sanchez entered at this time.

Councilor Trask expressed preference for a candidate with prior City management experience. Mayor Coleman noted that the previous five City Managers did not have prior City management experience.

Councilor Gourley stated that previous selections were made while there was long-term stability in other key staff roles. She noted the importance of expediency in identifying the next City Manager.

Councilor Thorstad expressed a desire for a positive outlook and plans to stay in Sweet Home long-term.

Councilor Sanchez noted the importance of working well under pressure.

President Pro Tem Mahler expressed the importance of vision for the community.

Councilor Sanchez expressed support for someone with prior City management experience but noted that familiarity with Sweet Home was also important.

Assistant City Manager Pro Tem Pretty provided an overview of various recruitment options and their associated costs, including proposals from Prothman and Bob Murray & Associates. She noted that one professional recruitment firm expressed that recruitment would be a challenge due to recent events in Sweet Home.

Councilor Sanchez requested that staff reach out to the previous City Manager Pro Tem for additional suggestions.

Councilor Thorstad requested that the pool be opened through a City-run recruitment. He added that he felt it was important for the City Council to be seated in 2025 would have a role in making the selection.

Councilor Sanchez requested that the current Council begin the process and the next City Council make the selection.

Councilor Richards expressed support for an in-house process.

President Pro Tem Mahler noted his familiarity with Prothman and expressed concern that they were not sufficiently aggressive in recruitment.

Councilor Richards expressed support for appointing City Manager Pro Tem Ogden as the permanent City Manager.

There was a consensus for staff to prepare internal recruitment materials as well as to gather proposals from additional recruitment firms. Assistant City Manager Pro Tem Pretty stated she would contact the City Council soon to schedule an additional work session.

**Adjournment**

There being no further discussion, the meeting was adjourned at 5:59 PM.

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Mayor

ATTEST:

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City Manager Pro Tem – Ex Officio City Recorder



# CITY OF SWEET HOME CITY COUNCIL MINUTES

September 24, 2024, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

## 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 & Pledge of Allegiance

The meeting was called to order at 6:30 PM.

## Roll Call

### PRESENT

Mayor Susan Coleman  
President Pro Tem Greg Mahler  
Councilor Lisa Gourley  
Councilor Dylan Richards  
Councilor Angelita Sanchez  
Councilor Josh Thorstad  
Councilor Dave Trask

### STAFF

Jason Ogden, City Manager Pro Tem / Police Chief  
Cecily Hope Pretty, Assistant City Manager Pro Tem  
Matt Brown, Finance Director  
Megan Dazey, Library Services Director  
Blair Larsen, Community & Economic Development Director  
Adam Leisinger, Special Projects Manager  
Robert Snyder, City Attorney  
Greg Springman, Public Works Director

### MEDIA

Sarah Brown, The New Era

### GUESTS

Christopher Allison, Citizen Honoree  
Eturnyti Allison, Citizen Honoree  
Amanda Kilmer, Citizen Honoree  
Ken Bronson, 6313 Lake Pointe Way, Foster, OR 97345  
Elizabeth Curtis, P.O. Box 356, Sweet Home, OR 97386  
Robert Egner, 28628 Ridgeway Road, Sweet Home, OR 97386  
Terry Martin, 2812 Fir Court, Sweet Home, OR 97386  
Dawn Miller, 331 8<sup>th</sup> Avenue, Sweet Home, OR 97386  
Farrell Montgomery

## Consent Agenda

Approval of Minutes:

- a) 2024-08-06 City Council Meeting Minutes

- b) 2024-09-10 City Council Executive Session Minutes
- c) 2024-09-10 City Council Meeting Minutes

Councilor Richards moved to approve the Consent Agenda. Councilor Thorstad seconded the motion. The motion carried unanimously.

### **Recognition of Visitors & Hearing of Petitions**

- a) Recognition of Public Service

City Manager Pro Tem Ogden described the recent community collaboration with the Sweet Home School District and Police Department to address a threat of violence against the School District. He expressed gratitude for the expediency with which the threat was handled.

City Manager Pro Tem Ogden presented the Chief's Award of Merit to Captain Ryan Cummings, Officer Daniel Gerkman, Sergeant Geoff Hamlin, Commander Penny Leland, Dispatcher Katie Lyon, Officer Cody McPherson, Detective Sean Potter, Officer Tyler Robinson, and Dispatcher Rachel Warren.

City Manager Pro Tem Ogden presented the Public Service Award to Eturnyti Allison, Christopher Allison, and Amanda Kilmer. He also recognized Superintendent Terry Martin.

Mayor Coleman invited those registered to speak for Public Comment.

Terry Martin expressed gratitude for the exceptional collaboration between the Sweet Home School District and the Sweet Home Police Department to address the recent school safety incident. He noted the importance of maintaining a positive relationship between the school district and any future City Managers. He expressed his support for appointing City Manager Pro Tem Ogden to the permanent position.

Ken Bronson expressed support for allowing the City Manager Pro Tem to continue in his role.

Robert Egner expressed concern with recent media pieces regarding City Councilor conduct and with conduct that he felt had not been addressed by the media or City Council.

Dawn Miller noted that she had originally intended to withdraw from the race for City Council but was now continuing to participate in the electoral process. She expressed support for hiring a City Manager from within Sweet Home. She asked for a public input process regarding the City Manager recruitment.

Farrell Montgomery asked that the City of Sweet Home adopt an emergency plan addressing civil emergencies.

Elizabeth Curtis expressed support for adoption of an emergency plan addressing civil emergencies and for performing risk assessments.

### **Old Business**

- a) Request for Council Action – Resolution No. 20 for 2024 – Appointing a City Attorney

City Manager Pro Tem Ogden stated that the item had been discussed in previous Council meetings and reported that the candidate, W. Blair Larsen, had successfully passed the bar exam since the previous discussion. He noted that Mr. Larsen would be sworn in to the Oregon State Bar on October 10, 2024. He recommended approval of the contract as proposed.

Councilor Richards expressed concern with Mr. Larsen's legal experience.

Councilor Gourley expressed gratitude to City Attorney Snyder for his patience during the recruitment process. She moved to approve Resolution No. for 2024. President Pro Tem Mahler seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Thorstad, Trask  
NAY: Sanchez, Richards



## **New Business**

- a) Request for Council Action – Contract Approval for the Nandina Overlay Project (9th Avenue to 12th Avenue)

City Manager Pro Tem Ogden provided an overview of the proposed project and historical maintenance concerns.

Councilor Sanchez expressed support for future purchase of a paver to perform projects in-house. She recused herself due to a conflict of interest.

Councilor Richards expressed support for the project.

Councilor Gourley moved to approve the contract as proposed. Councilor Richards seconded the motion. The motion carried by the following vote:

AYE: Coleman, Mahler, Gourley, Richards, Thorstad, Trask

ABSTAIN: Sanchez

## **Reports of Committees**

Ad Hoc Committee on Arts & Culture – Councilor Gourley

Administration, Finance & Property Committee – President Pro Tem Mahler

Community Health Committee – Mayor Coleman & Councilor Gourley

Library Advisory Board – President Pro Tem Mahler

Park & Tree Committee – Councilor Trask

Public & Traffic Safety Committee – Councilors Richards & Thorstad

Youth Advisory Council – Councilor Sanchez

Mayor Coleman reminded the community of the Community Health Committee meeting on September 25, 2024. She congratulated the Committee for their successful support of the annual Health Fair.

## **Department Director Reports**

Library Services Director

- a) Library Services Director Report – August 2024

Community & Economic Development Director

- a) Community & Economic Development Director Report – August 2024

Director Larsen stated that a Work Session for the Housing Production Strategy (HPS) would be held on October 8, 2024 and that a joint public hearing would be held during the regular City Council meeting on November 12<sup>th</sup>. He noted that the Transportation System Plan (TSP) would come before the City Council and Planning Commission on November 12<sup>th</sup> at 5:00 PM.

Director Springman described improvements at the City's wastewater treatment facility. He stated that staff was preparing for the upcoming drawdown with high turbidity anticipated to begin in mid-October.

Director Dazey stated that the library would be extending operating hours beginning October 7<sup>th</sup>.

## **Reports of City Officials**

City Manager's Report

City Manager Pro Tem Ogden expressed his confidence in the Public Works Department's preparation for the drawdown. He expressed gratitude to Director Brown for his responsiveness regarding budgetary matters. He stated that staff was moving forward with quotes for renovations of the east wing of City Hall in order to lease to the Community Services Consortium (CSC). He noted that he applied for a grant through Linn County to upgrade the Police Department's radio system. He reminded the community of the upcoming Harvest Festival on October 5<sup>th</sup>.

Mayor's Report

Mayor Coleman stated that the City would share details regarding a public meeting with the U.S. Army Corps of Engineers regarding the drawdown once finalized. She noted that a community input survey would be distributed soon. She stated that the annual "If I Were Mayor..." contest would open soon. She noted that the meeting materials from the July Citizens Academy were available on the City website. She asked property owners to consider hosting the Community Market through the winter season. She wished everyone a happy Rosh Hashanah.

**Council Business for Good of the Order**

Councilor Sanchez expressed her gratitude to the Police Department, School District, and community members for their role in handling recent public safety concerns. She noted that October 15<sup>th</sup> was the last day to register to vote for the upcoming election. She recommended that voters investigate statewide measures.

Councilor Richards expressed gratitude to the Police Department for their protection of the community. He stated that he would work to improve his attendance.

**Adjournment**

There being no further discussion, the meeting was adjourned at 7:33 PM.

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Mayor

ATTEST:

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City Manager Pro Tem – Ex Officio City Recorder



# CITY OF SWEET HOME CITY COUNCIL EXECUTIVE SESSION MINUTES

October 01, 2024, 5:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

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## Call to Order

The meeting was called to order at 5:30 PM.

## Roll Call

### PRESENT

President Pro Tem Greg Mahler  
Councilor Lisa Gourley  
Councilor Dylan Richards  
Councilor Angelita Sanchez  
Councilor Josh Thorstad  
Councilor Dave Trask

### ABSENT

Mayor Susan Coleman

### STAFF

Jason Ogden, City Manager Pro Tem / Police Chief  
Cecily Hope Pretty, Assistant City Manager Pro Tem  
Blair Larsen, Community & Economic Development Director

### MEDIA

Sarah Brown, The New Era  
Shayla Escudero, Albany Democrat-Herald

## Executive Session

President Pro Tem Mahler read the Executive Session announcement.

The Sweet Home City Council Executive Session is held pursuant to:

ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Official representation of the news media and designated staff shall be allowed to attend the Executive Session. All other members of the audience are asked to remain outside the room during the Executive Session. Representatives of the news media are specifically directed not to report on any of the discussions during Executive Session, except to state the general subject of the session as previously announced. Members of the news media who are a party to the litigation or are an employee, agent, or contractor of a news organization that is party to the litigation are barred from attending the Executive Session. No formal actions may be taken in Executive Session.

Formal actions to be taken, if any, as a result of the Executive Session will be conducted during the Council's regular session.

**Adjournment**

There being no further discussion, the meeting was adjourned at 5:42 PM.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder

DRAFT

## **RESOLUTION NO. 24 FOR 2024**

### **A RESOLUTION PROCLAIMING A STATE OF EMERGENCY CONCERNING THE 2024 GREEN PETER DRAWDOWN**

WHEREAS, the City of Sweet Home has the authority granted under ORS Chapter 401 and the Sweet Home Municipal Code Chapter 2.52.030, that provides direction to the City, its officials, and others in the event of an emergency that exists within the City; and

WHEREAS, the Sweet Home Municipal Code Chapter 2.52 designates the City Manager as the City of Sweet Home Emergency Program Manager; and

WHEREAS, Sweet Home Municipal Code Section 2.52.040(A) empowers the Emergency Program Manager to request the Sweet Home City Council to proclaim the existence of a State of Emergency for the City of Sweet Home; and

WHEREAS, the City of Sweet Home is gravely concerned about the potential negative impacts from the planned deep drawdown operations at Green Peter Reservoir, which could disrupt the water supply and impact public health, particularly through turbidity and contaminants entering Foster Lake, which serves as the primary source of drinking water for the City of Sweet Home; and

WHEREAS, the U.S. Army Corps of Engineers has initiated drawdown operations at Green Peter Reservoir as part of a fish passage measure, which is anticipated to result in elevated turbidity levels and potential impacts to water quality, similar to what was experienced during the 2023 drawdown; and

WHEREAS, the City of Sweet Home has made significant efforts to increase filtration capacity and improve its water treatment system to address potential disruptions, but remains concerned about the scale and intensity of potential turbidity and sediment levels, which may still pose a risk to public health; and

WHEREAS, the City of Sweet Home, alongside other affected municipalities, has engaged in litigation with the U.S. Army Corps of Engineers to address these concerns, but the recent Court order approving a modified drawdown with no anticipated improvement in elevated turbidity necessitates additional emergency measures to protect public health; and

WHEREAS, an emergency response and communication plan is in place, and the City will coordinate with Linn County, neighboring cities, and State agencies to ensure all necessary precautions are taken during the drawdown period; and

WHEREAS, the City is committed to providing accurate and timely information to the public regarding water safety, and will continue monitoring turbidity levels closely to ensure compliance with state and federal drinking water standards.

NOW, THEREFORE, the City of Sweet Home does resolve as follows:

Section 1. The City Council hereby declares a State of Emergency for the City of Sweet Home.

Section 2. During the existence of said Emergency, the powers, functions, and duties of the Sweet Home Emergency Program Manager and the emergency organization of this city shall be those prescribed by state law and by ordinances and resolutions of this City.

Section 3. This State of Emergency shall exist for the period of time during which conditions resulting from the impacts of the Green Peter Reservoir drawdown operations, including the degradation of water quality, turbidity levels, and potential contamination of Foster Lake, persist and continue to threaten the public health, safety, and welfare of our community and its residents.

Section 4. This resolution is effective immediately and shall remain in effect until at least until December 31, 2024, but may be extended through a revised declaration, if the conditions described in Section 3 are likely to remain in existence.

PASSED by the Council and approved by the Mayor, this 8<sup>th</sup> day of October, 2024.

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Mayor

ATTEST:

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City Manager Pro Tem – Ex Officio City Recorder



# Proclamation

## Declaring a State of Emergency For the City of Sweet Home

WHEREAS, the City of Sweet Home has the authority granted under ORS Chapter 401 and the Sweet Home Municipal Code Chapter 2.52.030, that provides direction to the City, its officials, and others in the event of an emergency that exists within the City; and

WHEREAS, the Sweet Home Municipal Code Chapter 2.52 designates the City Manager as the City of Sweet Home Emergency Program Manager; and

WHEREAS, Sweet Home Municipal Code Section 2.52.040(A) empowers the Emergency Program Manager to request the Sweet Home City Council to proclaim the existence of a "state of emergency" for the City of Sweet Home; and

WHEREAS, the City of Sweet Home is gravely concerned about the potential negative impacts from the planned deep drawdown operations at Green Peter Reservoir, which could disrupt the water supply and impact public health, particularly through turbidity and contaminants entering Foster Lake, which serves as the primary source of drinking water for the City of Sweet Home; and

WHEREAS, the U.S. Army Corps of Engineers has initiated drawdown operations at Green Peter Reservoir as part of a fish passage measure, which is anticipated to result in elevated turbidity levels and potential impacts to water quality, similar to what was experienced during the 2023 drawdown; and

WHEREAS, the City of Sweet Home has made significant efforts to increase filtration capacity and improve its water treatment system to address potential disruptions, but remains concerned about the scale and intensity of potential turbidity and sediment levels, which may still pose a risk to public health; and

WHEREAS, the City of Sweet Home, alongside other affected municipalities, has engaged in litigation with the U.S. Army Corps of Engineers to address these concerns, but the recent Court order approving the drawdown plan without modification necessitates additional emergency measures to protect public health; and

WHEREAS, an emergency response and communication plan is in place, and the City will coordinate with Linn County, neighboring cities, and state agencies to ensure all necessary precautions are taken during the drawdown period; and

WHEREAS, the City is committed to providing accurate and timely information to the public regarding water safety, and will continue monitoring turbidity levels closely to ensure compliance with state and federal drinking water standards; and

WHEREAS, Sweet Home City Council met and passed by resolution this Proclamation declaring a "state of emergency" for the City of Sweet Home.

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NOW, THEREFORE, I, Susan Coleman, Mayor of the City of Sweet Home, do hereby proclaim with City Council authorization a "state of emergency" in the City of Sweet Home; and that during the existence of said emergency, the powers, functions, and duties of the Sweet Home Emergency Program Manager and the emergency organization of this city shall be those prescribed by state law and by ordinances and resolutions of this City. Said "state of emergency" shall exist for a period of time during which conditions resulting from the impacts of the Green Peter Reservoir drawdown operations, including the degradation of water quality, turbidity levels, and potential contamination of Foster Lake, persist and continue to threaten the public health, safety, and welfare of our community and its residents. The local emergency shall continue until terminated by the Mayor of the City of Sweet Home, State of Oregon.

PROCLAIMED this 8<sup>th</sup> day of October, 2024.

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Mayor

ATTEST:

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City Manager Pro Tem – Ex Officio City Recorder  
Emergency Program Manager for the City of Sweet Home





# REQUEST FOR COUNCIL ACTION

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**Title:** Request for Council Action – City Manager Recruitment Strategy

**Preferred Agenda:** October 8, 2024

**Submitted By:** Cecily Hope Pretty, Interim Assistant City Manager

**Reviewed By:** Cecily Hope Pretty, Interim Assistant City Manager

**Type of Action:** Resolution  Motion  Roll Call  Other

**Relevant Code/Policy:** Sweet Home Charter, Chapter VI Section 20

**Towards Council Goal:** Be an Effective & Efficient Government

**Attachments:** N/A

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**Purpose of this RCA:**

To review and approve a recruitment strategy for the vacant City Manager position.

**Background/Context:**

The previous City Manager concluded employment with the City of Sweet Home in August 2024. City Council appointed a City Manager Pro Tem, Police Chief Jason Ogden, and has directed staff to conduct an internally-hosted search for the next City Manager rather than utilizing an external search firm.

**The Challenge/Problem:**

Staff must prepare a recruitment strategy with the goal of City Council making an appointment for a permanent City Manager prior to the expiration of Manager Pro Tem Ogden's six-month term on February 9, 2025.

**Issues and Financial Impacts:**

Utilizing staff to conduct the search rather than an external firm will provide significant cost savings to the City.

**Elements of a Stable Solution:**

Approval of a timely recruitment strategy that will allow City Council the opportunity to attract and review potential candidates for the City Manager position.

The recruitment strategy proposed by staff is as follows:

- October 10<sup>th</sup>: City Council approves the recruitment strategy.
- October 11<sup>th</sup>: Staff posts the recruitment to their online job site and places ads with the Oregon City/County Management Association and up to two other job boards or advertising spaces.

- October 22<sup>nd</sup>: City Council hosts a public hearing to allow the public to comment on what their preferences for the next City Manager.
- November 22<sup>nd</sup>: The recruitment closes.
- December 5<sup>th</sup> or 12<sup>th</sup>: Executive Session to review the candidate packets.

At this point, depending on the candidates, City Council may choose to make an outright appointment or to move forward with an interview process. If interviews are desired, there may be one or two rounds depending on the preference of City Council. Staff will coordinate closely with City Council in December and January on the final portions of the hiring process, with contract negotiations desired in January 2025 and an ideal start date for the new City Manager in the beginning of February 2025.

**Options:**

1. Do nothing: The City Council could choose to pause recruitment to consider other options.
2. Propose amendment to the recruitment strategy: The City Council could move to make changes to the strategy.
3. Approve the recruitment strategy as proposed: Move to approve the recruitment strategy as proposed.



# REQUEST FOR COUNCIL ACTION

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**Title:** Shopping Cart Ordinance

**Preferred Agenda:** October 8, 2024

**Submitted By:** Blair Larsen, Community & Economic Development Director

**Reviewed By:** Jason Ogden, City Manager Pro Tem

**Type of Action:** Resolution \_\_\_\_ Motion X Roll Call \_\_\_\_ Other \_\_\_\_

**Relevant Code/Policy:** N/A

**Towards Council Goal:** Aspiration I: Desirable Community

**Attachments:** Ordinance Bill No. 3 for 2024 Abandoned Shopping Carts—with changes shown  
Ordinance Bill No. 3 for 2024 Abandoned Shopping Carts—version ready for adoption

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## **Purpose of this RCA:**

The purpose of this RCA is to request approval and first reading of a proposed ordinance regulating abandoned shopping carts within the City.

## **Background/Context:**

The City of Sweet Home has long dealt with shopping carts belonging to local businesses being abandoned in various parts of the City. City staff collect these carts to keep them from being an eyesore and danger to others and notify the local business that they are in the City's possession. Some businesses will collect them as soon as they are notified, while others do little to address the problem. This leaves the City with a large collection of abandoned shopping carts that they City cannot use, which takes up valuable space and staff time.

Oregon Revised Statutes chapter 98.515 and 98.520 provide requirements and authorize tools that cities can use to address this problem, including requiring that businesses include ownership and contact information on the carts themselves, post a phone number that people can call about their carts, and penalties that the City can impose on businesses that do not collect their carts within a reasonable amount of time (72 hours). In addition, the statute allows cities to take title to any abandoned shopping carts that are not claimed by the owner within 30 days. The attached proposed ordinance is required to allow the City to use these tools.

This ordinance was included in a previous City Council Meeting agenda, but pulled after discussions with local retailers. Staff invited representatives of Bi-Mart, Safeway, and Thriftway to discuss any necessary changes to the draft ordinance. The attached ordinance has been updated based on input from Bi-Mart and Thriftway (Safeway has not made any comments on the ordinance).

**The Challenge/Problem:**

How does the City address the problem of abandoned shopping carts? How does the City properly dispose of abandoned shopping carts in its custody?

**Stakeholders:**

- Sweet Home Residents – Residents deserve safe and clean neighborhoods, parks, and public and commercial areas.
- Sweet Home City Council – The City Council is responsible for enacting ordinances and regulations that meet the needs of residents, businesses, and visitors.

**Issues and Financial Impacts:**

This ordinance involves no financial impact to the City. Full enforcement of the ordinance is expected to decrease the amount of time staff spend collecting and trying to return shopping carts, and may bring in a small amount of revenue from the storage and sale of abandoned carts.

**Elements of a Stable Solution:**

A stable solution includes an ordinance that allows the City to utilize the tools authorized by the State Legislature to address this problem.

**Options:**

1. Do Nothing – If the Council chooses to do nothing, then the City will continue to experience the current problem with abandoned shopping carts.
2. Motion to conduct a first reading of the proposed ordinance as presented – If the voting is unanimous, a second reading, by title only, may take place during the same meeting.
3. Motion to conduct a first reading of the proposed ordinance with changes – The Council may make changes to the proposed ordinance. If the voting is unanimous, a second reading, by title only, may take place during the same meeting.
4. Direct Staff to research other ways to accomplish the same goals.

**Recommendation:**

Staff recommends option 2: Motion to conduct a first reading of the proposed ordinance as presented.

**ORDINANCE BILL NO. 3 FOR 2024**

**ORDINANCE NO. \_\_\_\_**

**SWEET HOME ORDINANCE FOR THE RECOVERY OF ABANDONED SHOPPING CARTS**

WHEREAS, the City of Sweet Home is experiencing multiple problems with shopping carts from grocery and other retailers being stolen from those retailers and then abandoned throughout the City; and

WHEREAS, the City Council wishes to implement regulations for shopping carts within the City to reduce the nuisance impacts of stolen shopping carts; and

WHEREAS, the City spends time and resources to frequently retrieve shopping carts, return shopping carts to their proper businesses, and clean-up or provide other actions in areas when shopping carts have been abandoned; and

WHEREAS, the purpose of this ordinance is to promote responsible shopping cart use within the City, emphasizing individual responsibility and community engagement through the imposition of fees; and

WHEREAS, this ordinance complies with Oregon Revised Statutes 98.515 and 98.520, which provide requirements under which municipalities may provide for the recovery and disposition of abandoned shopping carts; and

WHEREAS, the cost of City staff time in dealing with abandoned shopping carts is in excess of \$50 per abandoned cart, and this fee is not subject to the limitations of Article XI, Section 11b of the Oregon Constitution.

NOW THEREFORE,

The City of Sweet Home does ordain as follows:

Section 1. SHMC §8.04.035 is created to read as follows:

**8.04.035 ABANDONED SHOPPING CARTS.**

- A. Definitions. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

*ABANDONED CART.* Any cart that has been removed from the cart owner's premises without written consent of the owner and is located on either public or private property.

*CART or SHOPPING CART.* A basket that is mounted on wheels or a similar device that is provided by an owner to a customer for the purpose of transporting goods of any kind, including a basket used in a laundromat or similar business.

*ENFORCEMENT OFFICER.* Any Sweet Home Police officer, code enforcement officer, or other staff member designated by the City Manager with the authority to enforce the provisions of this section.

**OWNER.** Any person or entity that, in connection with the conduct of a business, provides carts available to the public for use at their business.

**PREMISES.** The entire area owned, occupied, or utilized by an owner, including any parking lot, loading area, and adjacent public rights-of-way, or any other property provided by or on behalf of an owner for customer parking or use.

B. Cart removal warnings, cart identification, and reporting abandoned carts. A person that supplies shopping carts for public use at the person's business shall:

1. Post signs in sufficient number to give notice to members of the public entering onto or leaving the business premises that unauthorized appropriation of a shopping cart is a crime under O.R.S. 164.015, and provide a toll-free or local telephone number that members of the public may use to report abandoned shopping carts. One sign clearly visible at the place where shopping carts are stored for use by store patrons will be deemed sufficient.
2. Identify the person's business on each shopping cart and post a sign on the shopping cart that:
  - a. Notifies any member of the public using the shopping cart that unauthorized appropriation of a shopping cart is a crime under O.R.S. 164.015; and
  - b. Provides a toll-free or local telephone number for use in reporting an abandoned shopping cart.

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C. Retrieval of abandoned shopping carts.

1. Owner may agree with other persons to share and to pay expenses related to the toll-free or local telephone line described above. The agreement shall provide that any person designated to operate the toll-free or local telephone line and receive reports concerning abandoned shopping carts must forward the reports to the City.
2. Owner shall retrieve a shopping cart within 72 hours after receiving notification that the shopping cart has been abandoned.
3. If the City identifies, salvages, or reclaims an abandoned shopping cart, it shall either use the toll-free or local telephone line described in subsection (B)(2)(b) above or use a store-provided email address to report the existence and location of an abandoned shopping cart to the owner of the shopping cart, if the owner is identifiable.

Deleted: <#>Establish, maintain and make available to the public, at the person's own expense, a toll-free telephone line for the purpose of reporting abandoned shopping carts. The person shall forward each report the person receives concerning an abandoned shopping cart to the owner of the shopping cart and to the appropriate local government within one business day after the person receives the report. The person may forward the report to the local government by means of electronic mail or in any other manner provided for in a local government regulation.†

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D. Custody, enforcement, and disposal of abandoned shopping carts.

1. The City may take custody of an abandoned shopping cart and impose a fee of \$50 on the owner of the shopping cart if the owner does not retrieve the shopping cart within 30 days after the city makes a report under subsection (C)(3) above.
2. The City may release a shopping cart held in the city's custody to the owner upon payment of the \$50 fee.
3. The City may take title to a shopping cart in the city's custody and dispose of the shopping cart as the city deems appropriate, if the owner does not claim the shopping cart within 45 days of notice from the City.

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E. Rulemaking authority. The City Manager or designee is authorized to promulgate any rules necessary for the implementation of this section.

PASSED by the Council and approved by the Mayor this \_\_\_ day of \_\_\_\_\_, 2024.

Deleted: September

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager Pro Tem - Ex Officio City Recorder

**ORDINANCE BILL NO. 3 FOR 2024**

**ORDINANCE NO. \_\_\_\_**

**SWEET HOME ORDINANCE FOR THE RECOVERY OF ABANDONED SHOPPING CARTS**

WHEREAS, the City of Sweet Home is experiencing multiple problems with shopping carts from grocery and other retailers being stolen from those retailers and then abandoned throughout the City; and

WHEREAS, the City Council wishes to implement regulations for shopping carts within the City to reduce the nuisance impacts of stolen shopping carts; and

WHEREAS, the City spends time and resources to frequently retrieve shopping carts, return shopping carts to their proper businesses, and clean-up or provide other actions in areas when shopping carts have been abandoned; and

WHEREAS, the purpose of this ordinance is to promote responsible shopping cart use within the City, emphasizing individual responsibility and community engagement through the imposition of fees; and

WHEREAS, this ordinance complies with Oregon Revised Statutes 98.515 and 98.520, which provide requirements under which municipalities may provide for the recovery and disposition of abandoned shopping carts; and

WHEREAS, the cost of City staff time in dealing with abandoned shopping carts is in excess of \$50 per abandoned cart, and this fee is not subject to the limitations of Article XI, Section 11b of the Oregon Constitution.

NOW THEREFORE,

The City of Sweet Home does ordain as follows:

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*CART or SHOPPING CART.* A basket that is mounted on wheels or a similar device that is provided by an owner to a customer for the purpose of transporting goods of any kind, including a basket used in a laundromat or similar business.

*ENFORCEMENT OFFICER.* Any Sweet Home Police officer, code enforcement officer, or other staff member designated by the City Manager with the authority to enforce the provisions of this section.



*OWNER.* Any person or entity that, in connection with the conduct of a business, provides carts available to the public for use at their business.

*PREMISES.* The entire area owned, occupied, or utilized by an owner, including any parking lot, loading area, and adjacent public rights-of-way, or any other property provided by or on behalf of an owner for customer parking or use.

B. Cart removal warnings, cart identification, and reporting abandoned carts. A person that supplies shopping carts for public use at the person's business shall:

1. Post signs in sufficient number to give notice to members of the public entering onto or leaving the business premises that unauthorized appropriation of a shopping cart is a crime under O.R.S. 164.015, and provide a toll-free or local telephone number that members of the public may use to report abandoned shopping carts. One sign clearly visible at the place where shopping carts are stored for use by store patrons will be deemed sufficient.
2. Identify the person's business on each shopping cart and post a sign on the shopping cart that:
  - a. Notifies any member of the public using the shopping cart that unauthorized appropriation of a shopping cart is a crime under O.R.S. 164.015; and
  - b. Provides a toll-free or local telephone number for use in reporting an abandoned shopping cart.

C. Retrieval of abandoned shopping carts.

1. Owner may agree with other persons to share and to pay expenses related to the toll-free or local telephone line described above. The agreement shall provide that any person designated to operate the toll-free or local telephone line and receive reports concerning abandoned shopping carts must forward the reports to the City.
2. Owner shall retrieve a shopping cart within 72 hours after receiving notification that the shopping cart has been abandoned.
3. If the city identifies, salvages, or reclaims an abandoned shopping cart, it shall either use the toll-free or local telephone line described in subsection (B)(2)(b) above or use a store-provided email address to report the existence and location of an abandoned shopping cart to the owner of the shopping cart, if the owner is identifiable.

D. Custody, enforcement, and disposal of abandoned shopping carts.

1. The city may take custody of an abandoned shopping cart and impose a fee of \$50 on the owner of the shopping cart if the owner does not retrieve the shopping cart within 30 days after the city makes a report under subsection (C)(3) above.
2. The city may release a shopping cart held in the city's custody to the owner upon payment of the \$50 fee.
3. The city may take title to a shopping cart in the city's custody and dispose of the shopping cart as the city deems appropriate, if the owner does not claim the shopping cart within 45 days of notice from the city.

E. Rulemaking authority. The City Manager or designee is authorized to promulgate any rules necessary for the implementation of this section.

PASSED by the Council and approved by the Mayor this \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager Pro Tem - Ex Officio City Recorder



# REQUEST FOR COUNCIL ACTION

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**Title:** Public Hearing and Ordinance: 2024 Parks System Plan

**Preferred Agenda:** October 8, 2024

**Submitted By:** Blair Larsen, CEDD Director

**Reviewed By:** Jason Ogden, City Manager Pro Tem

**Type of Action:** Resolution \_\_\_\_ Motion X Roll Call \_\_\_\_ Other \_\_\_\_

**Relevant Code/Policy:** Sweet Home Comprehensive Plan

**Towards Council Goal:** Aspiration II: Effective and Efficient government

**Attachments:** Ordinance No. 4 for 2024 Parks System Plan  
Exhibit A: Draft Planning Commission Minutes April 6, 2023 and 2024 Parks System Plan Legislative Findings  
Exhibit B: 2024 Parks System Plan and Appendices

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## **Purpose of this RCA:**

The purpose of this RCA is to hold a public hearing to adopt the 2024 Parks System Plan as a sub-element of the Sweet Home Comprehensive Plan and conduct the first reading of Ordinance No. 4 for 2024.

## **Background/Context:**

The City's current Parks System Plan was adopted in January, 2014. While it is not as outdated as the plan that it replaced, which was created in 1983, the current plan is limited in its recommendations and is missing guidance in two key areas: First, the plan contains no standards for what amenities a park needs to have, and second, there is no standard on the maximum distance that a resident needs to travel to get to a park. Overall, the current plan's guidance on new parks is limited to a gross park acreage target, and it provides very little guidance on new amenities.

In late 2022, the City of Sweet Home received a local government grant from the Oregon Parks and Recreation Department to update its Parks System Plan. After conducting a competitive procurement for consultants to work on the project, the City hired Cameron McCarthy to create the plan. This work began in the summer of 2023.

After an extensive public input process, including surveys, outreach at public events, and work sessions with the Park & Tree Committee, Planning Commission and City Council, Cameron McCarthy put together the attached 2024 Parks System Plan.

At their September 19<sup>th</sup> meeting, the City of Sweet Home Planning Commission held a public hearing on this matter and voted to recommend to the City Council adoption of the 2024 Parks System Plan as a sub-element of the City of Sweet Home Comprehensive Plan.

**The Challenge/Problem:**

Should the City adopt the 2024 Parks System Plan as a sub-element of the City of Sweet Home Comprehensive Plan, as recommended by the Planning Commission?

**Stakeholders:**

- Sweet Home Residents – Residents deserve a well-designed park system that provides recreation opportunities and beautiful open space.
- Sweet Home City Council – The City Council is responsible for ensuring that City infrastructure and services meet the needs of residents, businesses, and visitors.

**Issues and Financial Impacts:**

While the plan does include a prioritized list of projects with associated cost estimates, this plan does not obligate the City to make spend any funds.

**Elements of a Stable Solution:**

A stable solution involves adopting a Parks System Plan that provides guidance on what park improvements are a priority, and how the system should be expanded to accommodate future growth.

**Options:**

1. Do Nothing.
2. Approve the 2024 Parks System Plan as Recommended and conduct a first reading of Ordinance No. 4 for 2024;
3. Approve the 2024 Parks System Plan with Changes (specify) and conduct a first reading of Ordinance No. 4 for 2024;
4. Continue the public hearing to a later date to allow more time for the Council to examine the proposed plan or to provide staff time to prepare amendments or additional information (specify).

**Recommendation:**

Staff recommends option 2: Approve the 2024 Parks System Plan as Recommended and conduct a first reading of Ordinance No. 4 for 2024;

**ORDINANCE BILL NO. \_ FOR 2024**

**ORDINANCE NO. \_\_\_\_\_**

**SWEET HOME ORDINANCE ADOPTING THE 2024 PARKS SYSTEM PLAN AS A SUB-ELEMENT OF THE CITY OF SWEET HOME COMPREHENSIVE PLAN AND REPLACING ALL PRIOR PARKS SYSTEM PLANS**

WHEREAS, the City of Sweet Home Parks System Plan was last updated in 2014; and

WHEREAS, updating the Parks System Plan was a 2023-24 Council Goal; and

WHEREAS, ORS 197.175 requires the City to prepare, adopt, and implement Comprehensive Plans consistent with statewide planning goals adopted by the Land Conservation and Development Commission; and

WHEREAS, an updated Parks System Plan is needed to account for significant population growth, resulting in the increased need for recreation facilities to serve the additional population; and

WHEREAS, the primary purpose of the Parks System Plan is to provide a safe and efficient network of recreation facilities, parks, and natural spaces that provides access and opportunities for passive and active experiences and natural areas while providing health benefits to users through physical activity and social interaction; and

WHEREAS, the Parks System Plan focuses on the provision of a comprehensive and coordinated approach to providing a variety of recreation opportunities and services to City residents of all ages, all incomes, and all cultural backgrounds to encourage recreation participation by as many residents as possible and by citizens of all levels of need, interest, and ability; and

WHEREAS, following the timely mailing and publication of required notice, the Planning Commission conducted a public hearing on September 19, 2024, wherein the Commission received public testimony, staff reports, and exhibits, and thereafter deliberated and voted to recommend to the City Council the approval and adoption of the proposed Parks System Plan for the City of Sweet Home as a sub-element of the Sweet Home Comprehensive Plan; and

WHEREAS, a copy of the record of the aforementioned Planning Commission action and recommendation, including the City Staff Legislative Findings, is marked Exhibit A, attached hereto and incorporated by reference herein; and

WHEREAS, the City Council, following the timely mailing and publication of required notice, held a public hearing on October 8, 2024 to review the proposed Parks System Plan, and to gather additional testimony and evidence regarding the proposed Parks System Plan; and

WHEREAS, the City Council has afforded all interested parties an opportunity to be heard on this subject and has entered all available evidence and testimony into the public record of its proceeding; and

WHEREAS, the City Council has duly considered the subject, including the Planning Commission recommendations and all the exhibits and testimony introduced and offered by all interested parties.

NOW THEREFORE,

The City of Sweet Home does ordain as follows:

- Section 1. The above-recited findings are adopted and incorporated by reference herein as findings and conclusions, which includes the staff report. The City Council further finds and concludes that the adoption of the proposed 2024 Parks System Plan is necessary to help protect the public health, safety, and welfare of the municipality by planning that will help ensure there will continue to be adequate parks and recreation facilities and opportunities within the City's parks system.
- Section 2. The 2024 Parks System Plan, attached hereto and marked as Exhibit B, is hereby adopted. Based on such findings, the City Council hereby adopts the 2024 Parks System Plan, attached hereto and marked as Exhibit B, as a sub-element of City of Sweet Home Comprehensive Plan and incorporated by reference as if fully set forth herein, which shall replace and supersede all prior Parks System Plans adopted by ordinance, resolution, or motion.
- Section 3. To reflect adoption of the Parks System Plan, City staff are directed to make any conforming changes to the Comprehensive Plan necessary to incorporate the amendments adopted herein.

PASSED by the Council and approved by the Mayor this \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager - Ex Officio City Recorder

# Exhibit A



## CITY OF SWEET HOME PLANNING COMMISSION MINUTES

September 19, 2024, 6:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

WiFi Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

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### 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: 265 017 664 000

### Call to Order and Pledge of Allegiance

The meeting was called to order at 6:30 PM

### Roll Call of Commissioners

#### PRESENT

Joe Graybill  
Nancy White  
Eva Jurney (online)  
Laura Wood

#### ABSENT

Jamie Melcher  
Henry Wolthuis

#### STAFF

Blair Larsen, Community and Economic Development Director  
Angela Clegg, Planning & Building Manager  
Adam Leisinger, Special Projects Manager  
Cecily Hope Pretty, Interim Assistant City Manager  
Jason Ogden, Interim City Manager/Chief of Police

#### GUESTS

Colin McArthur, Cameron McCarthy, 106 E Broadway, Eugene, OR 97401  
Elizabeth Auvil, Cameron McCarthy, 106 E Broadway, Eugene, OR 97401  
Nancy Patton, 3041 Foothills Dr, Sweet Home, OR 97386  
Brandell Braatz, 1530 Tamarack St #9, Sweet Home, OR 97386  
Donna Brown, 1080 12th Ave, Sweet Home, OR 97386  
Judy Goodenough, 1060 12th Ave, Sweet Home, OR 97386

**Public Comment.** This is an opportunity for members of the public to address the Planning Commission on topics that are not listed on the agenda.

None

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*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.*

# Exhibit A

## Meeting Minutes:

- a) 2024-09-05 Planning Commission Meeting Minutes

A motion to approve the September 6, 2024 meeting minutes was made by Commissioner Graybill, seconded by Commissioner White

Yea: 4

Nay: 0

Absent: 2

## Public Hearings

- a) Sweet Home Park System Plan

The Public Hearing was opened at 6:32 PM

Commissioner Wood read the application summary and asked of the Commission if there were any ex parte, conflicts of interest, or personal bias, there were none.

Director Larsen gave an introduction and introduced our consultants, Colin and Elizabeth, from Cameron McCarthy. The consultants gave a presentation to the planning commissioners.

Commissioner Graybill asked informed the consultants that there is a more updated waterways map. Graybill also asked if the consultants had considered the Foster Lake area. Colin explained that the Foster Lake area is owned by the Corp of Engineers, and the plan mentions partnerships, but focuses primarily on City limits properties. Director Larsen informed the Commissioners that staff have met with the Corp and discussed future partnerships and cooperation. Commissioner Wood asked if the cost estimates included staff maintenance. Colin stated that they did not explicitly include costs for operations and maintenance for each park that comes online, but it does include all the costs necessary to bring a project online including such things as planning, engineering, etc. Colin reminded the Commissioners that these are 10 to 20 year plans and operations and maintenance costs will change. Commissioner Journey asked about police surveillance and how that affect police staffing. She also stated that she is pleased to see the report. Director Larsen commented about park security. He stated that all future park plans will include security cameras. Commissioner White asked how likely the grants and improvement bonds will be to get and does the report prioritize based on funding. Colin stated that the priorities were based on what the community stated that they wanted and funding was considered based on community needs.

Testimony in Favor: Nancy Patton, a member of the Park & Tree Committee, testified in favor of the Park System Plan.

Testimony in Opposition: None

Neutral Testimony: None

The Public Hearing was closed at 7:06 PM

Commissioner White stated that she agrees with the information and direction in the plan, Commissioner Wood and Graybill agreed. Director Larsen stated for the record the the document is a planning and aspirational documents and reflects what the community wants. The list of projects and costs are not an obligation and all budget items will go through the budget community and City Council for approval. This document communicates to the Council, the community and future funders what the community wants. Commissioner Journey recommended they move it to the City Council.

A motion to recommend the Park System Plan to the City Council was made by Commissioner White, seconded by Commissioner Graybill.

Yea: 4



# Exhibit A

Nay: 0  
Absent: 2

b) Application CU24-01 Staff Report

The public hearing was opened at 7:11 PM

Commissioner Wood read the application summary and asked of the Commission if there were any ex parte, conflicts of interest, or personal bias, there were none.

Planning & Building Manager Clegg presented the staff report and asked if there were any questions.

Commissioner Graybill asked if the concerns from the Fire Chief will be addressed through the building permit process or through a condition of approval. Clegg stated that some of the concerns have already been addressed and she included those items in the staff report. Other items will be addressed in the permit process. Special Projects Manager Leisinger stated that he can speak to the Commissioners about the renovations after the meeting since it doesn't apply to the conditional use application. Commissioner Graybill asked if the use applies to the upper and lower levels of the building or just the upper level? Director Larsen stated that at this time it is only the upper floor.

Testimony in favor: None

Testimony in opposition: Judy Goodenough, Donna Brown, and Brandell Braatz testified on behalf of the Hope Center. They are all concerned about safety and security for their tenants. The Hope Center is a home for women and children who live their due to unsafe circumstances in their past. They heard that mental health services would be offered at the site. Staff assured them that they have not heard of any mental health facilities were being offered. The women have noticed more homeless activity around the subject building since Ridgeway Health started occupying it. They have had increased amounts of vandalism and have had to call law enforcement more in the last few months. Brandell is concerned that there will be a zoning change in the future that would allow drug and alcohol and mental health services. Director Larsen confirmed that there is not a zone change being proposed, just a change a use, and no mental health or substance abuse services will be permitted. If there were anything other than wellness center proposed, the applicant would have to come back to the Commissioners for approval.

Neutral Testimony: None

The public hearing was closed at 7:36 PM

Commissioner Wood stated that she is companionate about the Hope Center concerns, however she believes that having a tenant in the building will allow for safer conditions. Having tenants in the building strengthens the ability to remove unwanted individuals and will allow more eyes to keep watch on the property. Commissioner Graybill agreed with Commissioner Wood that having more tenants will help improve the safety of the property and discourage unwanted activities in the area. Commissioner Journey recognized that the Hope Center is housing vulnerable women and children. Journey stated that she recognizes that vandalism has occurred that the Commission has not control over, but she does think that having someone in the building will discourage unwanted activity. Commissioner Wood asked about the exterior improvements that the City will increase lighting and cameras around the building. Manager Clegg stated that the improvements will be included under a building permit, and not a part of the Conditional Use application. Director Larsen stated that he is willing to stay after the meeting and discuss the security concerns that are not a part of the application. Larsen stated that they would work closely with law enforcement to improve the conditions. Commissioner Wood asked who people would contact if they see concerns. Larsen stated that people can contact the City with concerns and they will either

# Exhibit A

take care of the concern or contact the appropriate person to take care of the concerns. Commissioner Wood stated that she hopes the Ridgeway staff will assist with the security of the building.

A motion to approve Application CU24-03 was made by Commissioner Graybill, seconded by Commissioner White.

Yea: 4

Nay: 0

Absent: 2

## Staff Updates:

Manager Clegg stated that there will be no meeting on October 3rd, but there are two conditional use applications being heard on October 17th and November 7th.

Manager Clegg reminded the Committee of the Harvest Festival on October 5th.

Director Larsen updated the Commission on the change of date for the combined Transportation System Plan workshop with the City Council. It will be held on Tuesday, October 8th at 5:00 PM in Council Chambers. The workshop has been difficult to schedule, so if they can't attend please let staff know. There needs to be a quorum of the Commission to move forward.

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

None

## Adjournment

The meeting was adjourned at 7:52 PM

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Laura Wood, Chairperson  
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Planning and Building Manager

# Exhibit A



**City of Sweet Home**  
Community and Economic Development Department- Planning Program  
3225 Main Street, Sweet Home, OR 97386 541-367-8113

## City of Sweet Home 2024 Parks Master Plan Adoption Legislative Findings

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### INTRODUCTION

The 2024 Sweet Home Parks System Plan provides direction for current and long-range planning of the parks system. The Plan was prepared in collaboration with City staff, stakeholders, and community residents and documents the research, analysis, and community involvement process used to identify system assets and needs. The current 2014 Parks Master Plan was not added as a supporting document of the Sweet Home Comprehensive Plan, however, the previous 1983 Parks plan was. The intent with this plan is to add it as an amendment to and sub-element of the current Comprehensive Plan.

The 2010 Sweet Home Comprehensive Plan includes goals for parks and open space in Sweet Home, incorporating Statewide Planning Goals 5 (Natural Resources) and 8 (Recreational Needs). The Plan also adds community goals to balance the development needs of the community with responsible stewardship of its natural environment and to establish and maintain a city-wide park system that provides a variety of recreational opportunities to the citizens of Sweet Home. This Parks System Plan is compatible with these goals and further details recommendations and improvement projects to align with the intent of the Comprehensive Plan.

The 2024 Parks System Plan is proposed for adoption as an amendment to the Comprehensive Plan and a contextual document within the plan that replaces the 2014 and 1983 Parks System Plans. This document includes criteria of approval and findings of compliance that support a Type IV Legislative Procedure for plan adoption.

### CRITERIA OF APPROVAL

Sweet Home Municipal Code Chapter 17.116 sets out the decision-making criteria for amendments to the Comprehensive Plan and Development Code. The decision criteria are listed in bold text with findings in plain text.

#### 17.116.030 DECISION CRITERIA

**Amendments to the Comprehensive Plan or Development Code test shall be approved if the evidence can substantiate the following:**

**A. The proposed amendment will not adversely impact the following:**

**1. Traffic generation and circulation patterns;**

The 2024 Parks System Plan does not include any changes in traffic patterns or transportation infrastructure. All additional parks infrastructure is proposed to fit within existing transportation

# Exhibit A

infrastructure that is sufficient for the additions, or are designed to include additional transportation infrastructure, such as sidewalks and parking. Therefore, this criterion is satisfied.

## **2. Demand for public facilities and services;**

The proposed plan does not include any improvements that will increase demand for public services—all proposed improvements are intended to satisfy existing demand, and future demand resulting from population growth. Therefore, this criterion is satisfied.

## **3. Level of park and recreation facilities;**

The proposed plan does not adversely impact the level of park and recreation facilities because no reduction in facilities is proposed in the plan. The plan only proposes improvements to the existing park system. Therefore, this criterion is satisfied.

## **B. A demonstrated need exists for the proposed amendment.**

The current Comprehensive Plan includes the goal to “establish and maintain a city-wide park system that provides a variety of recreational opportunities to the citizens of Sweet Home.” The last parks plan that was mentioned in the Comprehensive Plan was completed in 1983. The City of Sweet Home has grown substantially since that time, which necessitates an updated plan that will provide recreational opportunities for the current and future population of the City. Therefore, this criterion is satisfied.

## **C. The proposed amendment complies with all applicable Statewide Planning Goals and administrative rule requirements. In addition, amendments to the Development Code shall conform with applicable City Comprehensive Plan policies.**

***Goal 1 Citizen Involvement: To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.***

The Parks System Plan is a guiding document for long-range parks planning in Sweet Home and anticipates park and recreation needs for all residents and visitors. Development of the Plan relied heavily on citizen involvement and utilized an outreach and involvement process to verify and inventory uses, identify park interests and desires, and prioritize park and recreation needs. The outreach and involvement process began in July, 2023 and extended through October, 2024. Outreach methods included two public events, and seven stakeholder interviews. Public events were held at the Sweet Home Library summer reading event on August 11, 2023, and at the Sweet Home Harvest Festival on October 6, 2023. Both events were held at Sankey Park. The seven stakeholder interviews were completed by phone in July, August, and September of 2023. Stakeholders represented small businesses, recreation groups, City committees, and City officials.

The process for approval of the Sweet Home Parks Master Plan is detailed in 17.128.020. The adoption process requires public hearings and notifications as outlined in 17.128.020(D) and (F): two hearings are required, one Planning Commission hearing and one City Council hearing, for application approval. The Planning Commission public hearing date is set for September 19, 2024. The City Council public hearing is scheduled for October 12, 2024. The City provided noticing in accordance with 17.128.020(E) and (F), which details the required public hearing notification process. In compliance with these sections, the City met the required notice timelines and published the notices in the local newspaper. Additionally, the Department of Land Conservation and Development was notified in writing by the City. Based on the preceding findings, the process for adoption of the amendment complies with Goal 1 and meets the requirements of the State's citizen involvement provisions.

# Exhibit A

***Goal 2 Land Use Planning: To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.***

The Sweet Home Comprehensive Plan is the planning and policy framework tool for decisions and actions related to use of land in the Sisters Urban Area. The plan was last updated in 2010. The Parks System Plan complies with and is consistent with the goals and policies set in the Comprehensive Plan.

The project management team for the Parks System Plan was comprised of City staff and consultants from Cameron McCarthy. In addition, the project team met in workshops with the City Park and Tree Committee four times during the planning process on November 15, 2023 and February 21, May 15, and July 17, 2024. The project team also met with City Council on May 28, 2024.

The City of Sweet Home established planning and policy framework, including but not limited to the Comprehensive Plan and Development Code, has been acknowledged to be consistent with state law and provide adequate factual basis for decisions and actions. As adopted as a contextual document to this framework, the amendment is consistent with Statewide Planning Goal 2.

***Goal 3 - Agricultural Land: To preserve and maintain agricultural lands.***

Goal 3 is not applicable as the Parks Master Plan does not affect any agricultural plan designations or uses.

***Goal 4 - Forest Land: To conserve forest lands.***

Recommendations and development projects in the Parks System Plan primarily address properties within the Urban Growth Boundary (UGB) and do not occur on land designated as Forest Land. Therefore, the proposed amendment is consistent with Statewide Planning Goal 4.

***Goal 5 - Open Spaces, Scenic and Historic Areas, and Natural Resources: To conserve open space and protect natural and scenic resources.***

OAR 660-015-0000(5) requires local governments to protect significant riparian corridors, upland wildlife habitat, and wetlands to conserve these resources and the biological systems they contain and support. The City of Sweet Home details protection and conservation efforts in the Comprehensive Plan and Development Code (Title 17 of the Sweet Home Municipal Code).

The Parks System Plan identifies multiple projects that comply with Goal 5. Recommended projects create targeted water access points along the South Santiam River to enhance recreation access and protect adjacent habitat and natural resources (Project P3, P7 and P12). The recommended trail system plan (T1) will also improve access to the South Santiam as well as protect and conserve land within its riparian corridor.

The cumulative effect of the planned projects in the Parks Master Plan projects will protect and conserve existing natural resources and improve open spaces in Sweet Home. The amendment does not change or functionally alter any previously established protection or conservation measures. Therefore, the amendment is consistent with Statewide Planning Goal 5.

***Goal 6 - Air, Water and Land Resources Quality: To maintain and improve the quality of the air, water, and land resources of the state.***

Numerous projects in the Parks Systems Plan support enhanced air, water, and land resource quality. Projects P3, P7 and P12 propose improved water access to, and protection of, the South Santiam River. Improving water access to the river at targeted locations will protect habitat and water quality

# Exhibit A

from degraded vegetation and erosion caused by human activity. Project P6 continues the protection of the Hobart Natural Area, which helps maintain our air and land resources. The Parks System Plan recommendations thoroughly promote the improvement of air, water and land resource quality and therefore the amendment is in compliance with Statewide Planning Goal 6.

***Goal 7 - Areas Subject to Natural Disasters and Hazards: To protect life and property from natural disasters and hazards.***

This amendment does not directly address potential natural disasters and hazards. These hazards are addressed in other planning processes. Therefore, this amendment is consistent with Statewide Planning Goal 7.

***Goal 8 - Recreational Needs: To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.***

The City of Sweet Home has an established park system with a network of existing parks, open space, and trails. The system has 27.14 acres of developed park land and 59.59 acres of open space. Additionally, there are 233.46 acres of undeveloped park land. The Parks Master Plan recommendations propose park development projects at existing parks to further enhance current facilities (Projects P1-P5 and P7), improvements at undeveloped open space sites (Projects P6 and P8-P12), and identify park acquisition and development areas (Projects A1 and A2).

The Plan's recommendations collectively address Goal 8 by responding to current recreational needs of citizens and visitors as well as identifying future needs and desires. The planned park projects were heavily informed by local residents and organizations, and implementation of these projects will satisfy the recreational goals and needs of the Sweet Home community. Therefore, this amendment is consistent with Statewide Planning Goal 8.

***Goal 9 - Economic Development: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.***

This amendment does not directly impact or inhibit economic activities or propose any zoning designation changes. Therefore, this amendment is consistent with Statewide Planning Goal 9.

***Goal 10 - Housing: To provide for the housing needs of the citizens of the state.***

The provisions of this amendment do not address the planning or development of housing. Therefore, this amendment is consistent with Statewide Planning Goal 11.

***Goal 11 - Public Facilities and Services: To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.***

The provisions of this amendment do not affect the planning or development of future public facilities or services. Therefore, this amendment is consistent with Statewide Planning Goal 11.

***Goal 12- Transportation: To provide and encourage a safe, convenient and economic transportation system.***

Goal 12 is implemented through the Transportation Planning Rule (TPR). The Transportation Planning Rule (OAR 660-012-0060) states that land use changes that significantly affect a transportation facility shall require mitigation measures to address the anticipated impacts. The rule states that:

# Exhibit A

- (1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:
  - (a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);
  - (b) Change standards implementing a functional classification system; or
  - (c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.
    - (A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;
    - (B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or
    - (C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.
- (2) If a local government determines that there would be a significant effect, then the local government must ensure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility measured at the end of the planning period identified in the adopted TSP through one or a combination of the remedies listed in (a) through (e) below, unless the amendment meets the balancing test in subsection (2)(e) of this section or qualifies for partial mitigation in section (11) of this rule. A local government using subsection (2)(e), section (3), section (10) or section (11) to approve an amendment recognizes that additional motor vehicle traffic congestion may result and that other facility providers would not be expected to provide additional capacity for motor vehicles in response to this congestion.
  - (a) Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.
  - (b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of this division; such amendments shall include a funding plan or mechanism consistent with section (4) or include an amendment to the transportation finance plan so that the facility, improvement, or service will be provided by the end of the planning period.

# Exhibit A

- (c) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
- (d) Providing other measures as a condition of development or through a development agreement or similar funding method, including, but not limited to, transportation system management measures or minor transportation improvements. Local governments shall, as part of the amendment, specify when measures or improvements provided pursuant to this subsection will be provided.
- (e) Providing improvements that would benefit modes other than the significantly affected mode, improvements to facilities other than the significantly affected facility, or improvements at other locations, if:
  - (A) The provider of the significantly affected facility provides a written statement that the system-wide benefits are sufficient to balance the significant effect, even though the improvements would not result in consistency for all performance standards;
  - (B) The providers of facilities being improved at other locations provide written statements of approval; and
  - (C) The local jurisdictions where facilities are being improved provide written statements of approval.

This amendment will not change the functional classification of an existing or planned transportation facility, nor will it change standards implementing a functional classification system. Further, it will not allow types or levels of land uses which would result in levels of travel or access which are inconsistent with the functional classification of a transportation facility or reduce the performance standards of any facility. Therefore, Statewide Planning Goal 12 is not implicated by this amendment.

### ***Goal 13 - Energy Conservation: To conserve energy.***

The amendment does not concern energy conservation. Therefore, Statewide Planning Goal 13 does not apply.

### ***Goal 14 - Urbanization: To provide for an orderly and efficient transition from rural to urban land use.***

The proposed projects in the Parks Master Plan are all located within the Urban Growth Boundary, and do not impact the transition from rural to urban land use. Therefore, the proposed amendment is consistent with Statewide Planning Goal 14.

### ***Goal 15 - Willamette River Greenway: To protect, conserve, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.***

Goal 15 is not applicable to the Sweet Home UGB and the amendment does not interfere with compliance with Statewide Planning Goal 15.

### ***Goal 16 through 19 (Estuarine Resources, Coastal Shorelands, Beaches and Dunes. and Ocean Resources):***



# Exhibit A

There are no coastal, ocean, estuarine, or beach and dune resources within the Sweet Home UGB. Therefore, these goals are not relevant, and the amendment will not affect compliance with Statewide Planning Goals 16 through 19.

## **Conforming with Applicable City Comprehensive Plan Policies**

The 2000 Sweet Home Comprehensive Plan (updated in 2010) includes parks, recreation, and open space goals outlined in Chapter 3. The goals are:

- Balance the development needs of the community with responsible stewardship of its natural environment.
- Establish and maintain a city-wide park system that provides a variety of recreational opportunities to the citizens of Sweet Home.

Development of the 2024 Parks System Plan included a community outreach and involvement process that involved the collection of feedback from a variety of community members that informed recommendations regarding the development needs of the community, and responsible stewardship of the City's natural environment. The identified park acquisition and development areas in the Plan do not infringe on environmentally sensitive areas. Recommended projects are intended to provide a variety of recreational opportunities that meet the needs of both the current and projected population of Sweet Home.

As stated previously, the 2024 Park System Plan is designed to be consistent with the Comprehensive Plan goals and further implements the goals through recommendations and projects in the Plan. The proposed amendment does not affect any other goals in the Comprehensive Plan nor create any inconsistency within the Comprehensive Plan. Therefore, this criterion is satisfied.

### **D. The amendment is appropriate as measured by at least one of the following criteria:**

#### **1. It corrects identified error(s) in the provisions of the plan.**

As mentioned previously, the 2014 Parks System Plan was never added as a supporting document to the Sweet Home Comprehensive Plan. In fact, Staff are unable to find any evidence that the 2014 Plan was officially adopted. The adoption of this plan and inclusion of this plan in the Comprehensive Plan correct these errors. Therefore, this criterion is satisfied.

#### **2. It represents a logical implementation of the plan.**

Because the Comprehensive Plan includes the goal that the City "establish and maintain a city-wide park system that provides a variety of recreational opportunities," this Plan represents a logical implementation of the current Sweet Home Comprehensive Plan. Therefore, this criterion is satisfied.

#### **3. It is mandated by changes in federal, state, or local law.**

Staff are not aware of any changes in federal, state, or local law that mandate that a parks plan be added as an amendment to the Comprehensive Plan. Therefore, this criterion is not satisfied.

#### **4. It is otherwise deemed by the City Council to be desirable, appropriate, and proper.**

On April 26, 2022, the City of Sweet Home City Council passed Resolution No. 13 for 2022, which expressed support for an updated Parks System Plan. In addition, the 2024 Parks System Plan will be brought before the City Council for adoption, which will further show that the amendment is deemed by the Council to be desirable, appropriate, and proper. Therefore, this criterion is satisfied.

# Exhibit B



# Park System Plan

## City of Sweet Home

July 10, 2024  
DRAFT

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Sankey Park



# 01 Introduction



# Vision Statement

- *Sweet Home provides a range of park and recreation experiences that welcome residents and visitors. Park experiences are accessible to all ages and abilities, unique with regional character, and are intertwined with Sweet Home's flourishing community.*

## Planning Process

The Park System Plan was developed in collaboration with City staff and local residents. The Plan and its appendices document the research, public involvement process, and analysis that supported the planning process and the resulting needs and recommendations. The process follows the approach and standards set by the National Recreation and Parks Association (NRPA). The Park System Plan provides a framework to guide the park and recreation system over the next 20 years by illustrating the system's needs and providing recommendations to meet those needs.



*I love the natural beauty of our parks and the trees and plants that grow in this area.*

## City Achievements

The City has made a series of improvements to Sankey Park. In 2019, park improvements included a new playground, lighting and seating, and a community plaza. Park restrooms were also replaced. Work towards implementing additional improvements to Sankey Park is ongoing, including replacing the bandstand structure and enhancing trails at the upper side of the park. Sankey Park is a cornerstone of the park system and functions as a hub for the community by supporting smaller events, like the Summer Reading Program and Movies in the Park, as well as larger events such as the Oregon Jamboree and the Harvest Festival.

Planning ahead for the future, the City acquired the former Quarry Property from Linn County in 2018. The Quarry Property is an extensive 233-acre site bordering the South Santiam River. Wetlands, ponds, and forests support habitat. Informal existing trails are in use, and the City is exploring potential partnerships to support public recreation and event opportunities on the site.



## 02 Understanding the Existing Park System

# City Facilities

Park system planning requires the identification and assessment of existing park and recreation facilities and amenities through an inventory process. System strengths, opportunities, and needs, including underserved areas, are documented during the process.

The inventory focuses on facilities owned or operated by the City but also documents other recreation facilities in the area. The full inventory is available in the appendices.

Six developed parks, two special use facilities, and one trail facility totaling approximately 86.73 acres of land and about 1.3 miles of trails, comprise the park system (Table 2.1). The City owns the majority of park facilities; one special use facility, the skate park, is owned by the School District. In addition, the City owns four undeveloped sites with potential for park uses. One undeveloped site is a large 233-acre undeveloped parcel of riverfront land, known as the Quarry Property, and three undeveloped sites that could be developed as future mini parks.

Map 2.1 Existing Park System illustrates the types of park facilities in the existing park system within the City of Sweet Home and provides context of the immediate area and other recreation available to residents. The full inventory with detailed facility information is available in the appendices.

**Table 2.1 Park System Developed Facilities**

DEVELOPED FACILITIES	
PARKS	ACRES
Community Park	
Sankey Park	17
Neighborhood Park	
Ashbrook Park	1.4
Clover Memorial Park	0.92
Northside Park	3.63
Strawberry Park	3.2
Natural Area Park	
Hobart Natural Area	59.59
Special Use Park	
Skate Park	0.81
Pleasant Valley Boat Ramp	0.18
<b>TOTAL PARK ACRES</b>	<b>86.73</b>
TRAILS	MILES
South Hills Trail	1.3
<b>TOTAL TRAIL MILES</b>	<b>1.3</b>

**Table 2.2 Park System Undeveloped Facilities**

UNDEVELOPED FACILITIES	
PARKS	ACRES
Regional Park	
Quarry Property	233
Mini Park	
Evergreen Loop	0.2
Walkabout Park	0.14
Halfway Park	0.12
<b>TOTAL PARK ACRES</b>	<b>233.46</b>

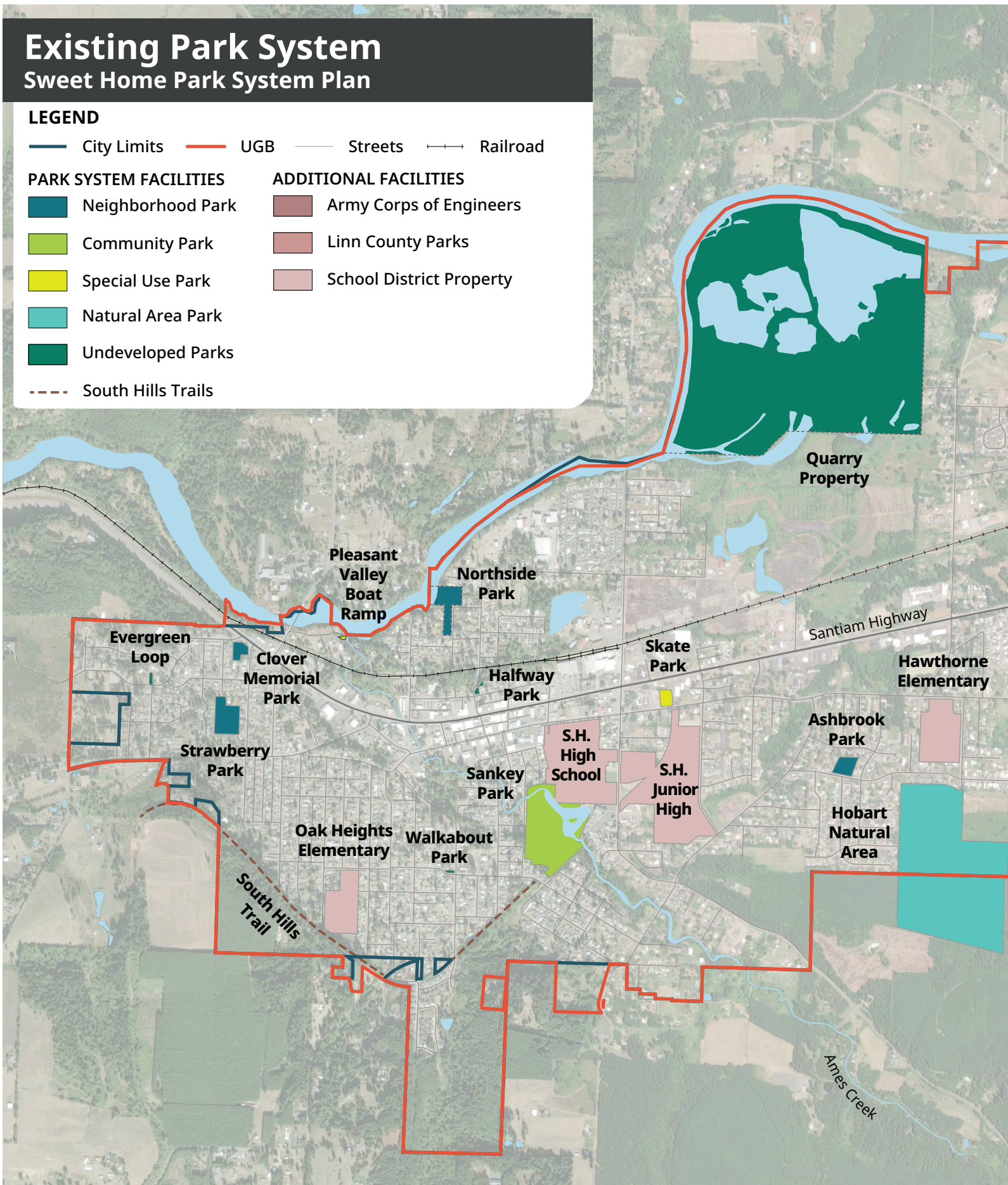


# Existing Park System

## Sweet Home Park System Plan

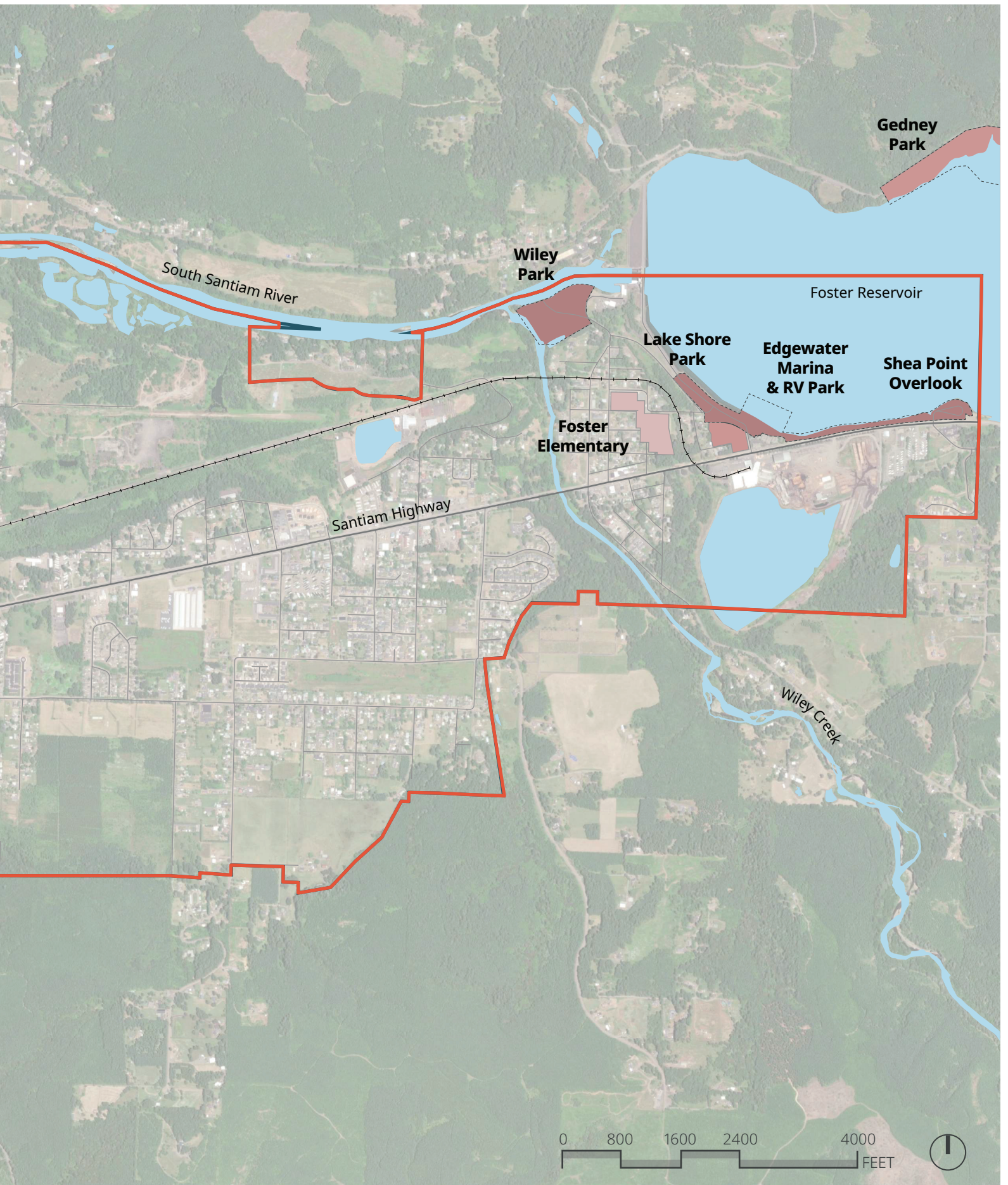
### LEGEND

- City Limits
  - UGB
  - Streets
  - Railroad
- | PARK SYSTEM FACILITIES  | ADDITIONAL FACILITIES  |
|---|--|
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #006699; margin-right: 5px;"></span> Neighborhood Park | <span style="display: inline-block; width: 20px; height: 10px; background-color: #8B4513; margin-right: 5px;"></span> Army Corps of Engineers  |
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #9ACD32; margin-right: 5px;"></span> Community Park    | <span style="display: inline-block; width: 20px; height: 10px; background-color: #C08080; margin-right: 5px;"></span> Linn County Parks        |
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #FFFF00; margin-right: 5px;"></span> Special Use Park  | <span style="display: inline-block; width: 20px; height: 10px; background-color: #D2B48C; margin-right: 5px;"></span> School District Property |
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #40E0D0; margin-right: 5px;"></span> Natural Area Park |  |
| <span style="display: inline-block; width: 20px; height: 10px; background-color: #008000; margin-right: 5px;"></span> Undeveloped Parks |  |
| <span style="display: inline-block; width: 20px; border-bottom: 2px dashed brown; margin-right: 5px;"></span> South Hills Trails        |  |



Map 2.1 Existing Park System





# Level Of Service

Industry best practices set by NRPA<sup>1</sup> are used to determine the level of service the existing park system provides. Two benchmarks are applicable measures for level of service: Residents Per Park and Acres of Parkland Per 1,000 Residents.

## Residents Per Park

The ratio of residents per park is calculated by dividing the current population estimate (10,028 people) by the number of existing neighborhood and community park properties (5 park properties). Based on this equation, the ratio of residents per park in Sweet Home is 2,005 residents per park.

For this benchmark, a ratio of fewer residents per park (or a ratio close to the lower quartile) is preferred, meaning there are fewer residents per park compared to similarly sized jurisdictions. A ratio with a greater number of residents per park (or a ratio close to the upper quartile) means there are more residents per park compared to similarly sized jurisdictions.

Compared to jurisdictions surveyed by NRPA with less than 20,000 residents, Sweet Home's ratio of residents per park is significantly higher than the national median ratio. The residents per park ratio shows that Sweet Home residents have fewer parks to visit than similarly sized jurisdictions (Table 2.3).

<sup>1</sup> 2023 NRPA Agency Performance Review (National Recreation and Park Association, 2023), 7-8.

**Table 2.3 Residents Per Park**

	Number of Residents	Residents Per Park	Comparison
<b>Sweet Home</b>			
	10,028	2,005	-
<b>NRPA Review of Similarly Sized Agencies</b>			
Median	-	1,225	780
Lower Quartile	-	666	1,339
Upper Quartile	-	2,042	-37



## Acres of Parkland Per 1,000 Residents

The ratio of acres of park land per 1,000 residents is calculated based on the developed acreage of neighborhood and community park land (26.15 acres) and the current population estimate divided by 1,000 (10.03). Based on this equation, the acres of park land per 1,000 residents in Sweet Home is 2.6 acres per 1,000 residents.

For this benchmark, a higher ratio of acres per resident (or a ratio close to the upper quartile) is preferred, meaning there are more acres per resident than similarly sized jurisdictions. The lower the ratio (or a ratio close to the lower quartile), the fewer acres per 1,000 residents.

When compared to similarly sized jurisdictions of less than 20,000 residents, Sweet Home's ratio of acres of park land per 1,000 residents is lower than the national lower quartile ratio. The acres of park land per 1,000 residents ratio shows that Sweet Home offers significantly lower acres of park land than a similarly sized jurisdiction (Table 2.4). Detailed level of service analysis is found in the appendices.

**Table 2.4 Acres of Park Land Per 1,000 Residents**

	Population	Ratio (Acres of Park Land / 1,000 Residents)	Comparison
<b>Sweet Home</b>			
	10,028	2.6	-
<b>NRPA Review of Similarly Sized Agencies</b>			
Median	-	13	-10.4
Lower Quartile	-	6	-3.4
Upper Quartile	-	21.1	-18.5



Foster Reservoir

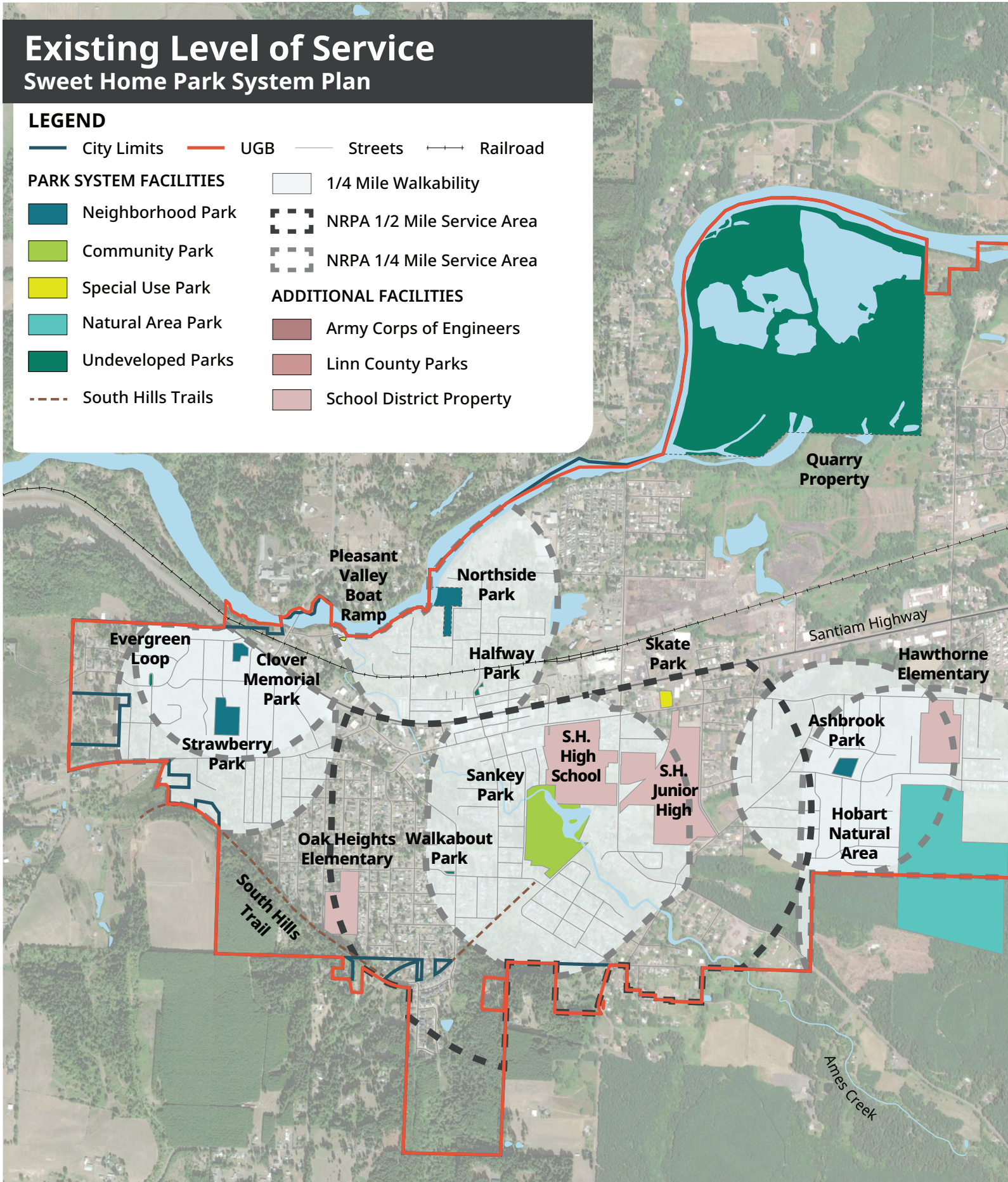


# Existing Level of Service

## Sweet Home Park System Plan

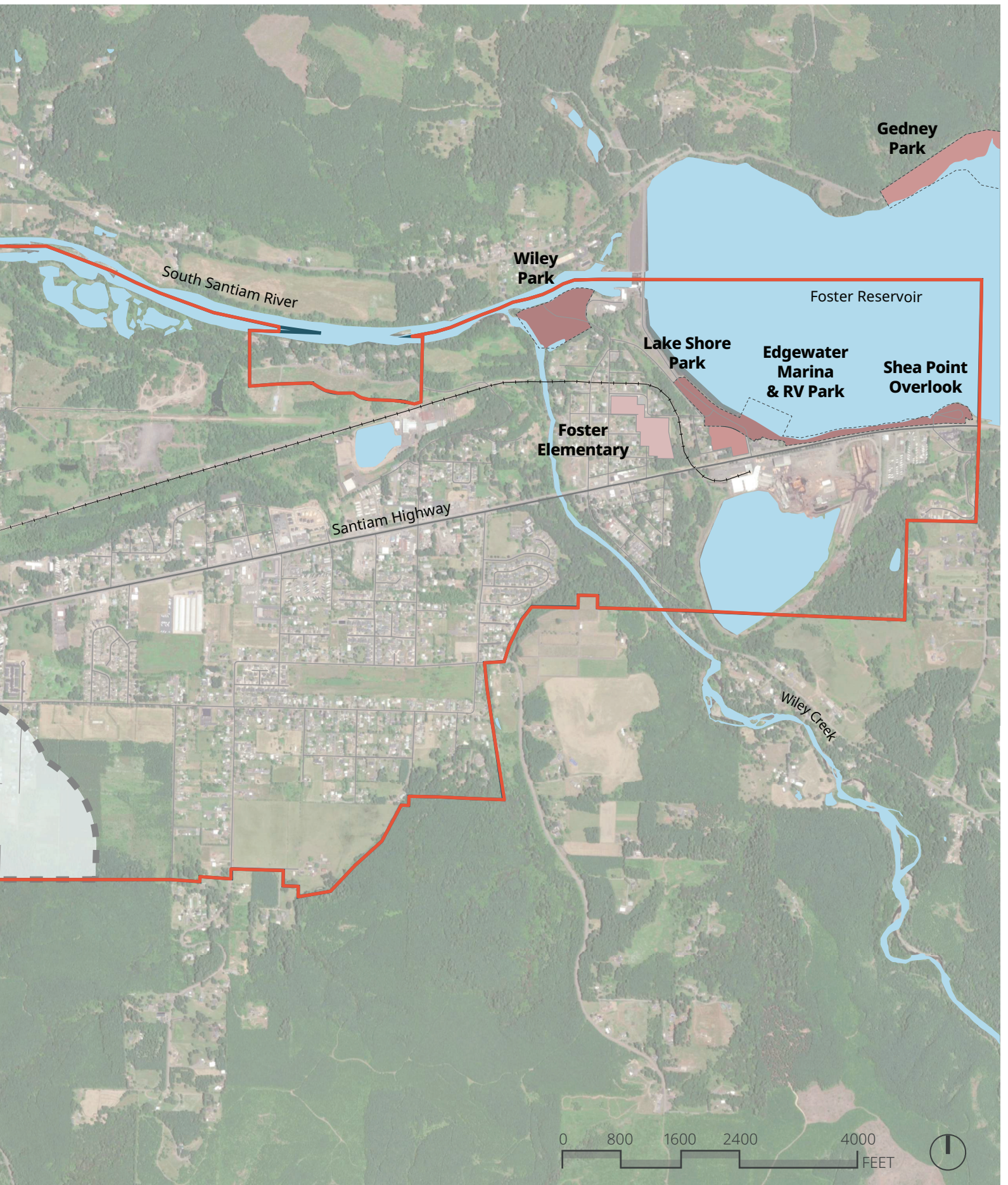
### LEGEND

- City Limits
  - UGB
  - Streets
  - +— Railroad
- PARK SYSTEM FACILITIES**
- Neighborhood Park
  - Community Park
  - Special Use Park
  - Natural Area Park
  - Undeveloped Parks
  - South Hills Trails
- ADDITIONAL FACILITIES**
- 1/4 Mile Walkability
  - NRPA 1/2 Mile Service Area
  - NRPA 1/4 Mile Service Area
  - Army Corps of Engineers
  - Linn County Parks
  - School District Property



Map 2.2 Existing Level of Service









# 03 Identifying Park System Needs

Park system needs are determined through a detailed evaluation of park inventory, level of service, demographics, projected population growth, public involvement findings, and recreation trends. A detailed profile of Sweet Home’s community demographics and summaries of the public involvement methods and findings is found in the appendices.

## Top Needs And Priorities

### Water Play or Splash Pad

Residents were strongly interested in water play or a splash pad, particularly at the in-person public involvement events. It was the most popular park amenity during the project’s public involvement process when combining results from all involvement methods.

### Trails

#### (Paved and Unpaved Trails, Improved Sidewalks)

Trails were the second most popular park amenity. According to the Oregon Statewide Comprehensive Outdoor Recreation Plan (SCORP) rural residents, especially families with children and low-income residents and older adults, expressed that soft surface walking trails and paths were a top priority for recreation near their homes.<sup>2</sup>

### Nature Playground

Residents expressed slightly more interest in nature playground than a more traditional children’s playground. Nature play was a priority at in-person events with families and children during the public involvement phase. State-level data show playgrounds with natural materials like trees, logs, water, sand, boulders, and hills are also a priority for rural Latino residents and families with children.<sup>3</sup>

### Children’s Playground

Play areas for children were a priority residents shared, particularly at in-person events with many families and children attendees. Statewide data from SCORP also show rural families with children identify children’s playgrounds with manufactured structures like swing sets, slides, and climbing features to be a top priority for recreation near their homes and regionally.<sup>4</sup>

### Water Recreation and Water Access

Improving existing access or creating new public access to water for recreation purposes is a current need. Rural residents identifying as older adults, families with children, and low-income expressed public access sites to waterways as a need in their area.<sup>5</sup>

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2 Statewide Comprehensive Outdoor Recreation Plan 2019-2023 (Oregon Park and Recreation Department, 2019), 184, 188, 189.

3 Statewide Comprehensive Outdoor Recreation Plan 2019-2023, 186, 188.

4 Statewide Comprehensive Outdoor Recreation Plan 2019-2023, 188.

5 Statewide Comprehensive Outdoor Recreation Plan 2019-2023, 184, 188, 189.





Participants share their favorite amenities at a Sankey Park after visiting the summer reading program in 2023.

## Mountain Biking Trails, Bike Park

Residents expressed interest in more park development that includes mountain biking trails and bike parks.

## Covered Play Areas/Picnic Shelters/Shade

Protection from the weather elements, particularly the sun, was a desired park improvement. Shade sails, picnic shelters, and trees were examples residents shared of the type of covered or shaded experiences they desired. Statewide SCORP data show that rural residents identifying as Latinos, families with children, and low-income residents all expressed more shaded areas and/or picnic areas and shelters for small groups as their top priorities for recreation locally and regionally. Additionally, rural Latino residents identified that picnic areas and shelters that accommodate large groups are also needed.<sup>6</sup>

## Park Facilities In The Northern And Eastern Areas Of Sweet Home

At in-person events, the east side of town was most frequently identified as an area in need of parks. The specific locations residents shared congregated around 47th Avenue, north and south of Main Street. Along with upgrades to existing facilities, building parks in underserved neighborhoods was a top priority for residents.

<sup>6</sup> Statewide Comprehensive Outdoor Recreation Plan 2019-2023, 186, 188, 189.

## Accessibility Improvements

Residents expressed a need for improved physical access to and within facilities. Extending beyond trails and sidewalk improvements, residents identified a desire for more accessible parking areas, facilities, and equipment so they can participate in recreation experiences. Older adults (ages 65+) were most frequently reported as an underserved population in Sweet Home, and people experiencing disabilities were included in the second most frequently reported underserved population. Currently, the largest age demographic in Sweet Home (29% of the population) is 45-64 and 21% of the population 65 or older. Also, SCORP identifies Oregon’s aging population as a key issue to address, as almost a third of the population will be over the age of 60 by 2030.<sup>7</sup> Statewide SCORP survey data of Oregon residents also highlight that accessible parking is a priority.<sup>8</sup> Maintaining and improving physical access for an aging population and people experiencing disabilities is a current and long-term park system need.

## Inclusive Recreation Opportunities

During public involvement process, Sweet Home residents expressed their vision for the future system to appeal to a diverse demographic of residents and provide enhanced accessibility to park spaces and equipment. They shared examples like multilingual signage and park amenities that fit the needs and interests for residents of different ages, races, and abilities.

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7 Statewide Comprehensive Outdoor Recreation Plan 2019-2023, 194.

8 Statewide Comprehensive Outdoor Recreation Plan 2019-2023, 196.



Participants share their ideas for the park system during the Harvest Festival in 2023.





# 04 Envisioning the Future Park System

Goals and actions in the Park System Plan guide implementation efforts and policy decisions toward achieving the Plan’s vision and recommendations. Goals are broad areas of achievement and actions are specific steps needed to achieve stated goals. Recommendations are specific projects needed to achieve the Park System Plan goals and implement the vision.

# Goals And Actions

## 1. Develop and Improve Facilities

- 1.1. Develop additional and improve existing playground facilities.
- 1.2. Provide water recreation opportunities including but not limited to water play, river access, and fishing.
- 1.3. Provide spaces for social gatherings (including picnic areas, shelters, benches, and shade).
- 1.4. Enhance open space and natural areas and provide additional recreation opportunities.

## 2. Increase the Level of Service and Connectivity

- 2.1. Develop new parks in underserved residential neighborhoods.
- 2.2. Identify and acquire land for parks in future residential areas.
- 2.3. Expand the network of paths and trails, including facilities for walking, cycling, hiking, and mountain biking.
- 2.4. Create walkable connections to parks, including new or improved sidewalks and road and rail crossings.

## 3. Improve Physical Accessibility Within Parks

- 3.1. Improve physical circulation within parks, including new sidewalks, multi-use paths, and trails.
- 3.2. Provide accessible play opportunities, including accessible play surfaces and equipment.
- 3.3. Improve and develop parking areas and provide accessible routes to amenities.

## 4. Expand Available Resources for Improvements and Maintenance

- 4.1. Regularly evaluate and pursue additional funding sources, including grants and partnerships.
- 4.2. Continue coordination and relationship building with existing partners to maximize the benefits of regional and local projects.
- 4.3. Develop amenities that include revenue-generating opportunities, such as campgrounds, shelters, events, and other rental spaces.

## 5. Expand and Update Park Facilities for Improved Access and Inclusion

- 5.1. Provide various recreation options in park facilities that serve a broad range of park users.
- 5.2. Provide signage, including wayfinding, informational, and multilingual signage.
- 5.3. Improve services for older adults (65+) and people experiencing disabilities, teens, children, and minorities.



Ashbrook Park





Sankey Park

# Recommendations

## System

### Level of Service

Currently, the park system level of service ratio of park acreage per 1,000 residents is well below the lower quartile for similarly sized jurisdictions. To increase the level of service, the Plan recommends the adoption of a LOS target of 6.0 park acres per 1,000 residents. This LOS target would meet the lower quartile for acres of parkland per 1,000 residents.

With an estimated population of 11,175 residents in 2043, the City will need to develop approximately 41 acres of parkland over the next 20 years to achieve the LOS target of 6.0 acres of parkland

per 1,000 residents. The City has 1 to 3 acres of undeveloped property at 42nd and Osage Street planned to be developed as a neighborhood park. There is also an opportunity for a neighborhood park near 43rd and Coulter, where a potential subdivision is under land development review. If a 10 to 20-acre park were developed in that location, the City would be about one-third to halfway toward achieving the LOS target. In addition to those two park developments, an additional 18 to 30 acres of neighborhood or community park development is needed to achieve a LOS of 6.0 acres of parkland

**Table 4.1 Systemwide Recommendations**

ID	Site	Description
S1.1	System	Develop a Wayfinding Plan to identify signage locations and design for on-street and off-street signage.
S2.1	System	Adopt a level of service target of 6.0 acres of park land per 1,000 residents.
S3.1	System	Install on-street signage (including signage to parks) based on Wayfinding Plan.
S4.1	System	Amend the Sweet Home Development Code to include parkland dedication or parkland development funding (payment in lieu) standards for land division subdivision and planned development approvals.
S5.1	System	Implement, design, and maintain consistency with products and features such as site furnishings and signage as existing parks are improved and new parks are developed.

per 1,000 residents by 2043. Achieving a LOS of 6.0 acres of parkland per 1,000 residents meets the lower quartile of service and is an improvement from the current service of 2.6 acres of parkland per 1,000 residents.

Developing 3-4 parks totaling 41 acres of parkland will also improve the residents per park level of service by lowering the number of residents per park and

bringing the LOS in Sweet Home closer to the median LOS of similarly sized agencies. Assuming Sweet Home realizes an estimated population of 11,175 in 2043, and the City develops 3-4 new parks totaling 41 acres, the LOS in the next twenty years improves by decreasing to 1,240 residents per park from 1,390 residents per park, or approximately the median residents per park LOS benchmark.



*(Parks can) be a safe place for families and friends to gather to spend time together and get to know our community.*



## Park Facility Development

Park facility development recommendations are outlined in Tables 4.2 to 4.8. Recommendations include development for existing neighborhood, community, natural area and special use parks as well as undeveloped parks, new parks, and park acquisitions and development.

### Neighborhood Park Facility Development

- Ashbrook Park
- Clover Memorial Park
- Northside Park
- Strawberry Park

### Community Park Facility Development

- Sankey Park

### Natural Area Park Facility Development

- Hobart Natural Area

### Special Use Park Facility Development

- Pleasant Valley Boat Ramp

### Undeveloped Park Facility Development

- Walkabout Park
- Halfway Park

### New Park Facility Development

- Future Neighborhood Park (City Hall Park)
- Future Neighborhood Park
- Future Regional Park (Quarry Property)

### Park Acquisition and Development

- Future Neighborhood Park Acquisition 1 (East)
- Future Outdoor Event Center Acquisition 2 (East)



Clover Memorial Park



**Table 4.2 Neighborhood Park Recommendations**

ID	Site	Description
P1.1	Ashbrook Park	Install restroom, lighting, security cameras.
P1.2	Ashbrook Park	Improve the parking area to enhance accessibility.
P1.3	Ashbrook Park	Replace the existing playground.
P1.4	Ashbrook Park	Improve existing basketball courts with resurfacing.
P1.5	Ashbrook Park	Pave the existing loop trail to improve accessibility and install site furnishings.
P1.6	Ashbrook Park	Design and install educational signage.
P2.1	Clover Memorial Park	Improve adjacent right of way to add parking spaces.
P2.2	Clover Memorial Park	Improve visibility through the park by lowering the height of Fountain Hill.
P2.3	Clover Memorial Park	Develop playground and install site furnishings.
P2.4	Clover Memorial Park	Install landscape improvements and address drainage improvements.
P3.1	Northside Park	Install river access trail.
P3.2	Northside Park	Install security cameras.
P3.3	Northside Park	Construct a fishing and viewing platform.
P3.4	Northside Park	Replace basketball court base and surfacing.
P3.5	Northside Park	Resurface racquetball court and tennis court.
P3.6	Northside Park	Install off-street wayfinding signage.
P3.7	Northside Park	Remodel playground.
P3.8	Northside Park	Install landscape improvements.
P3.9	Northside Park	Install site furnishings.
P3.10	Northside Park	Design and install educational signage.
P4.1	Strawberry Park	Improve parking area and install loop trail.
P4.2	Strawberry Park	Install restroom and security cameras.
P4.3	Strawberry Park	Install landscape improvements and irrigation updates.
P4.4	Strawberry Park	Design and install playground addition.
P4.5	Strawberry Park	Design and install pavilion.
P4.6	Strawberry Park	Install off-street wayfinding signage.
P4.7	Strawberry Park	Design and install educational signage related to wetland mitigation/ landscape improvements.



Sankey Park

**Table 4.3 Community Park Recommendations**

ID	Site	Description
P5.1	Sankey Park	Design and construct bandstand/community event center.
P5.2	Sankey Park	Design and install splash pad.
P5.3	Sankey Park	Plan, design, and install pump track.
P5.4	Sankey Park	Install restrooms at upper Sankey Park and security cameras.
P5.5	Sankey Park	Plan, design, and install basketball court.
P5.6	Sankey Park	Install off-street directional signage for South Hills Trail.
P5.7	Sankey Park	Install pedestrian bridge to the community center.

**Table 4.4 Natural Area Park Recommendations**

ID	Site	Description
P6.1	Hobart Natural Area	Develop a Natural Area Management Plan including a detailed analysis of restoration areas, quantify the restoration needed and prepare specific management recommendations.
P6.2	Hobart Natural Area	Develop parking areas, and improve roadway access from 35th Ave.
P6.3	Hobart Natural Area	Install trails and boardwalk, including trail lighting.
P6.4	Hobart Natural Area	Install site furnishings; trailhead landscape improvements and lighting.
P6.5	Hobart Natural Area	Initiate wetland restoration efforts following management plan recommendations.
P6.6	Hobart Natural Area	Install off-street wayfinding signage.
P6.7	Hobart Natural Area	Design and install educational signage following trail installation.



Pleasant Valley Boat Ramp

**Table 4.5 Special Use Park Recommendations**

ID	Site	Description
P7.1	Pleasant Valley Boat Ramp	Resurface parking area.

**Table 4.6 Undeveloped Park Recommendations**

ID	Site	Description
P8.1	Walkabout Park	Install site furnishings.
P8.2	Walkabout Park	Install landscape improvements.
P9.1	Halfway Park	Install sidewalk improvements.
P9.2	Halfway Park	Install site furnishings.
P9.3	Halfway Park	Install landscape improvements.



**Table 4.7 New Park Recommendations**

ID	Site	Description
P10.1	Future Neighborhood Park (City Hall Park)	Relocate the Dahlenburg covered bridge from Sankey Park to the future park site adjacent to City Hall.
P10.2	Future Neighborhood Park (City Hall Park)	Install dog park and pedestrian path to adjacent neighborhood.
P10.3	Future Neighborhood Park (City Hall Park)	Install a new playground.
P11.1	Future Neighborhood Park	Develop 1 to 3 acres as a neighborhood park with natural area components at 42nd and Osage Street.
P12.1	Future Regional Park (Quarry Property)	Issue an RFI for public-private partnership at the former Quarry Property.
P12.2	Future Regional Park (Quarry Property)	Install multi-use paths at the Quarry Property.
P12.3	Future Regional Park (Quarry Property)	Install pavilions, picnic shelters, informational kiosks and educational signage at the Quarry Property. Install off-street wayfinding signage.

**Table 4.8 Park Acquisition and Development Recommendations**

ID	Site	Description
A1.1	Future Neighborhood Park Acquisition 1 (East)	Acquire and develop 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion, and restroom.
A2.1	Future Outdoor Event Center Acquisition 2 (East)	Conduct a feasibility study for an outdoor event center located between 38th to 42nd Avenue, south of Long Street.



Quarry Property

# Trail Development

Recommendations for trail development are summarized as a Trail System Plan in Table 4.9.

- Trail System Plan

**Table 4.9 Trail Development Recommendations**

ID	Site	Description
T1.1	Trail System Plan	<p>Develop a Trail System Plan, and study the following trail projects:</p> <ul style="list-style-type: none"> <li>• South Hills Trail Expansion (on-street)               <ul style="list-style-type: none"> <li>◦ Connection to Sankey Park; connect east and west segments</li> </ul> </li> <li>• Ames Creek Trail (on-street and off-street)               <ul style="list-style-type: none"> <li>◦ Sankey Park to Hobart Natural Area</li> </ul> </li> <li>• Wiley Creek Trail               <ul style="list-style-type: none"> <li>◦ North-south trail along Wiley Creek from Wiley Park with bridge crossing</li> </ul> </li> <li>• South Santiam River Trail               <ul style="list-style-type: none"> <li>◦ Northside Park to Quarry Property segment</li> <li>◦ Quarry Property to Wiley Park segment (OPRD grant)</li> </ul> </li> <li>• Rail trail               <ul style="list-style-type: none"> <li>◦ South side of railroad between Wiley Park and 24th</li> </ul> </li> <li>• Foster Dam Road trail (on-street)               <ul style="list-style-type: none"> <li>◦ Connects to Foster Reservoir trail, and in collaboration with the Corps.</li> </ul> </li> <li>• Shea Point Trail               <ul style="list-style-type: none"> <li>◦ Trail from Shea Viewpoint towards Sweet Home along rail</li> </ul> </li> <li>• 43rd and Osage to Quarry Property (on-street and off-street)               <ul style="list-style-type: none"> <li>◦ Connection with rail trail</li> </ul> </li> <li>• Long Street Trail (on-street)</li> <li>• Sankey Park to Northside Park Trail (on-street)               <ul style="list-style-type: none"> <li>◦ Trail along 18th Ave and Tamarack Street</li> </ul> </li> <li>• Coulter Lane to Foothills Drive               <ul style="list-style-type: none"> <li>◦ East-west trail through Hobart Natural Area</li> </ul> </li> </ul>

## Operations And Maintenance

The City will need to adjust its staffing and funding levels to adequately support park operations and maintenance as the City experiences population growth and the park system expands. Standards for maintenance and consistency in products can also improve efficiency. Examples of such standards include: ensuring playground equipment and surrounding play areas meet ASTM and National Playground Safety Institute standards; ensuring park facilities and circulation are accessible for all, structurally sound facilities with no compromised materials, park spaces are free of debris or graffiti, and restrooms are open consistently, clean, sanitary, and supplied with necessary facility products.



Sankey Park



# Proposed Park System

## Sweet Home Park System Plan

### LEGEND

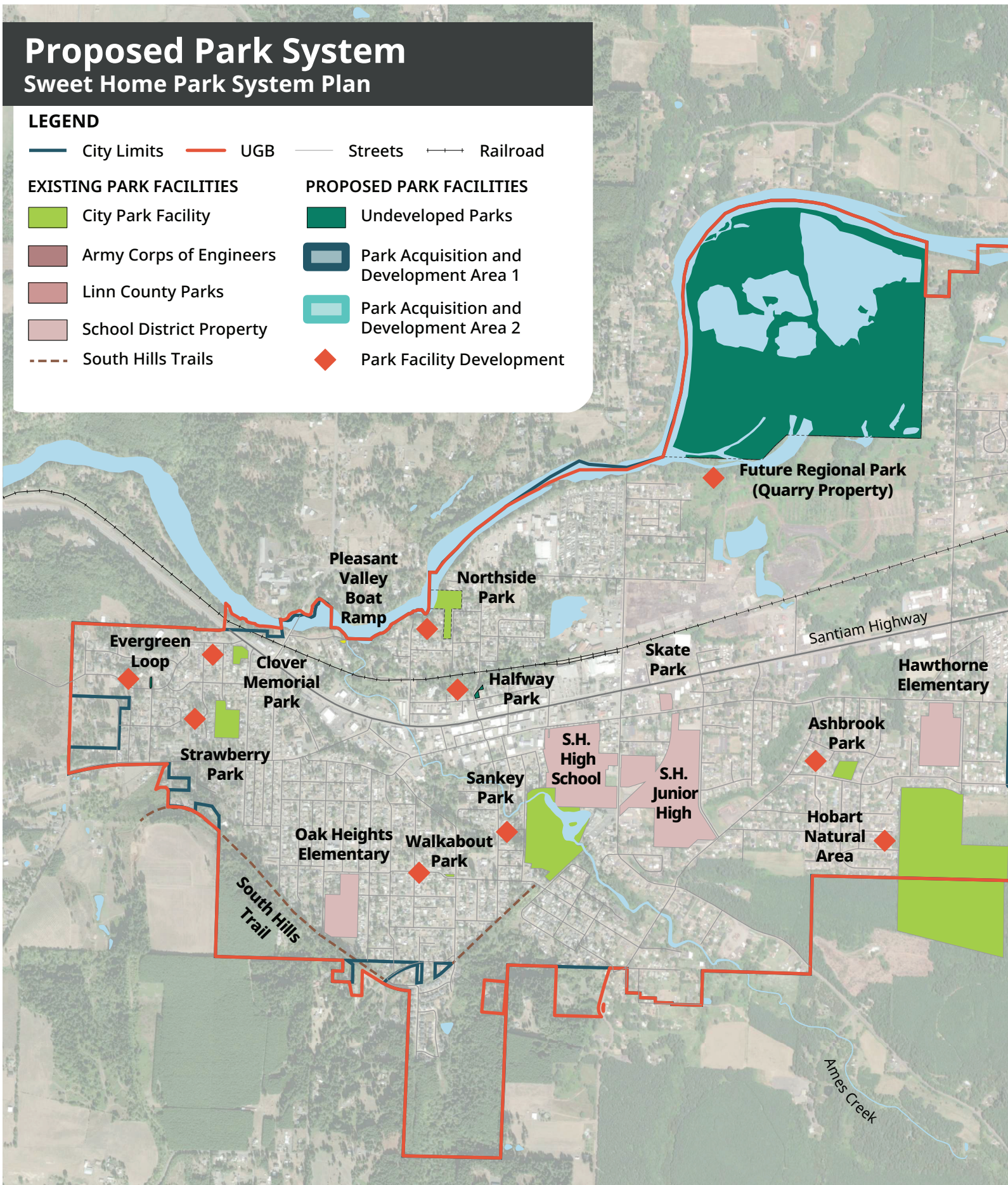
— City Limits   
 — UGB   
 — Streets   
 —+— Railroad

### EXISTING PARK FACILITIES

■ City Park Facility  
■ Army Corps of Engineers  
■ Linn County Parks  
■ School District Property  
- - - South Hills Trails

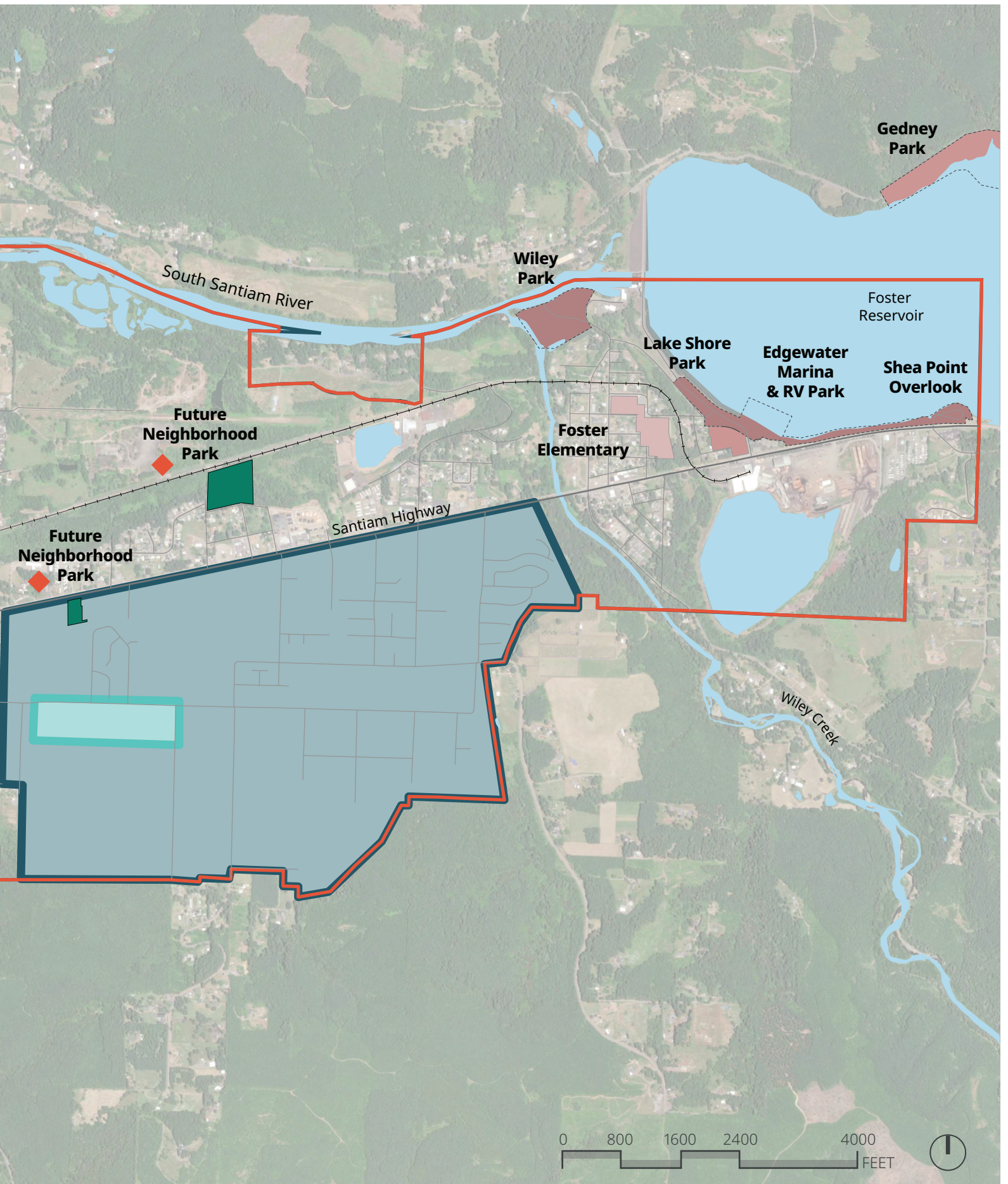
### PROPOSED PARK FACILITIES

■ Undeveloped Parks  
  Park Acquisition and Development Area 1  
  Park Acquisition and Development Area 2  
◆ Park Facility Development



Map 4.1 Proposed Park System









# 05 Implementation

This chapter summarizes the planned projects and system recommendations, the prioritization of projects over the 20-year planning period, and funding strategies the City can utilize for implementation.

## Planned Projects

**Table 5.1 Planned Projects**

ID	Project Title	Description	Size	Cost
P1	Ashbrook Park	Install restroom, lighting, and security cameras. Improve parking, replace playground and resurface basketball court. Pave existing loop trail and install site furnishings. Design and install educational signage.	1.40 ac	\$1,233,700
P2	Clover Memorial Park	Improve adjacent right of way to add parking spaces. Improve Fountain Hill visibility. Develop playground and install site furnishings. Install landscape improvements and improve drainage.	0.92 ac	\$562,800
P3	Northside Park	Install river access trail and fishing/viewing platform. Install security cameras. Update basketball court base and surfacing, update racquetball court and tennis court surfacing. Install off-street wayfinding signage based on Wayfinding Plan. Remodel playground. Install landscape improvements and site furnishings. Design and install educational signage.	3.63 ac	\$1,097,900
P4	Strawberry Park	Improve parking area. Install loop trail and security cameras. Install restroom, landscape improvements, and update irrigation. Install playground addition and pavilion. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage related to wetland mitigation/landscape improvements.	3.20 ac	\$2,117,900
P5	Sankey Park	Design and construct bandstand/community event center. Install splash pad, pump track, restroom at upper Sankey Park and security cameras. Install basketball court and off-street directional signage for the South Hills Trail. Install pedestrian bridge to community center.	17.0 ac	\$2,809,800

**Table 5.1 Planned Projects**

P6	Hobart Natural Area	Develop a Natural Area Management Plan. Develop parking areas. Improve roadway access from 35th Ave. Install trails, site furnishings, trailhead landscape improvements, and lighting. Restore wetlands. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage following trail installation.	59.60 ac	\$1,551,800
P7	Pleasant Valley Boat Ramp	Resurface parking area.	0.18 ac	\$336,200
P8	Walkabout Park	Install site furnishings and landscape improvements.	0.14 ac	\$10,200
P9	Halfway Park	Install sidewalk improvements. Install site furnishings and landscape improvements.	0.12 ac	\$97,500
P10	Future Neighborhood Park (City Hall Park)	Relocate Dahlenburg covered bridge from Sankey Park. Install dog park and pedestrian path to adjacent neighborhood. Install a playground.	1.50 ac	\$721,000
P11	Future Neighborhood Park	Develop 1 to 3 acres as a neighborhood park at 42nd and Osage Street.	1 to 3 ac	\$1,500,000
P12	Future Regional Park (Quarry Property)	Install multi-use paths. Install pavilions, picnic shelters and informational kiosks. Design and install educational signage. Install off-street wayfinding signage based on Wayfinding Plan.	233.00 ac	\$2,797,200
T1	Trail System Plan	Develop a Trail System Plan.	-	\$90,000
A1	Future Neighborhood Park Acquisition 1 (East)	Acquire 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion and restroom.	5-15 ac	ND
A2	Future Outdoor Event Center Acquisition 2 (East)	Conduct a feasibility study for an outdoor event center.	-	ND
S1	Wayfinding Plan	Develop a Wayfinding Plan to identify signage locations and design for on-street and off-street signage.	-	\$100,000

## Funding Requirements

As new parkland is developed, the park system will increase in size, acreage, and miles of trails.

Table 5.2 categorizes proposed projects by site and priority level. The total costs for planned projects are estimated to be approximately \$15,026,000. The prioritized projects are divided into three priority levels.

- \$3,727,300 in funding for High Priority projects (2025-2030).
- \$6,170,200 in funding for Medium Priority projects (2030-2035).
- \$5,128,500 in funding for Low Priority project (2035-2045).

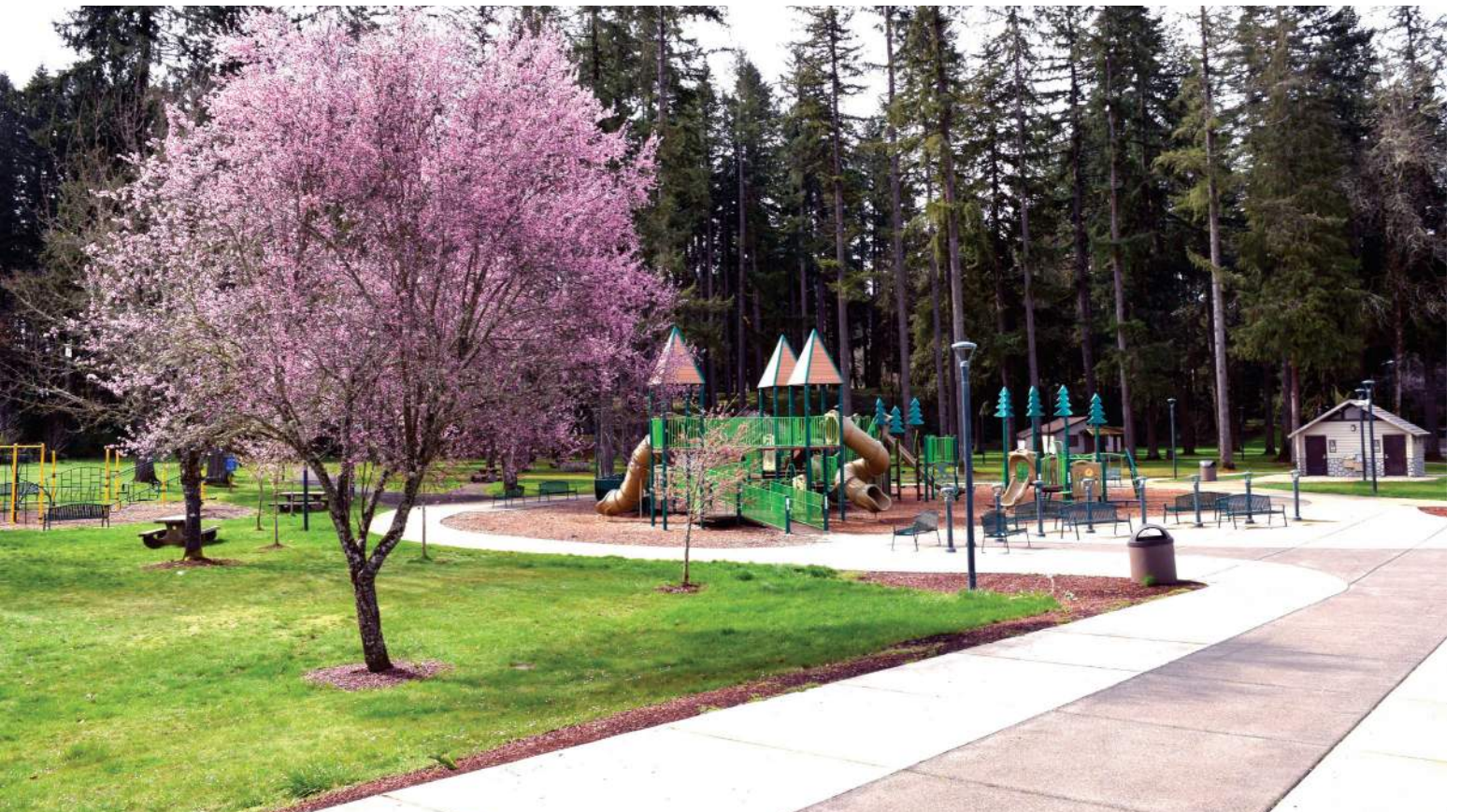
**Table 5.2 Project Prioritization**

ID/ Phase	Project Title/Description	High	Medium	Low
		FY 2025-2030	FY 2030-2035	FY 2035-2045
P1	Ashbrook Park			
Phase 1	Install restroom, lighting, and security cameras.	\$816,700	-	
Phase 2	Improve parking, replace playground and resurface basketball court.		\$295,400	-
Phase 3	Pave existing loop trail and install site furnishings. Design and install educational signage.	-	-	\$121,600
P2	Clover Memorial Park			
Phase 1	Improve adjacent right of way to add parking spaces. Improve Fountain Hill visibility.	\$22,300	-	-
Phase 2	Develop playground and install site furnishings.	-	\$314,800	\$ -
Phase 3	Install landscape improvements and improve drainage.	-	-	\$225,700



**Table 5.2 Project Prioritization**

P3	Northside Park			
Phase 1	Install river access trail and fishing/viewing platform. Install security cameras.	\$559,800	-	-
Phase 2	Update basketball court base and surfacing, update racquetball court and tennis court surfacing. Install off-street wayfinding signage based on Wayfinding Plan.	-	\$197,600	-
Phase 3	Remodel playground. Install landscape improvements, site furnishings. Design and install educational signage.	-	-	\$340,500
P4	Strawberry Park			
Phase 1	Improve parking area and install loop trail and security cameras.	\$344,500	-	-
Phase 2	Install restroom, landscape improvements, and update irrigation. Install playground addition and pavilion. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage related to wetland mitigation/landscape improvements.	-	-	\$1,773,400



Sankey Park

**Table 5.2 Project Prioritization**

P5	Sankey Park			
Phase 1	Design and construct bandstand/community event center.	ND	-	-
Phase 2	Install splash pad, pump track, restroom at Upper Sankey Park and security cameras. Install basketball court and off-street directional signage for the South Hills Trail.	-	\$2,458,400	-
Phase 3	Install pedestrian bridge to community center.	-	-	\$351,400
P6	Hobart Natural Area			
Phase 1	Develop a Natural Area Management Plan.	\$70,000	-	-
Phase 2	Develop parking areas. Improve roadway access from 35th Ave.	-	\$273,300	-
Phase 3	Install trails, site furnishings, trailhead landscape improvements, and lighting. Restore wetlands. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage following trail installation.	-	-	\$1,208,500
P7	Pleasant Valley Boat Ramp			
Phase 1	Resurface parking area.	-	\$336,200	-
P8	Walkabout Park			
Phase 1	Install site furnishings and landscape improvements.	-	\$10,200	-
P9	Halfway Park			
Phase 1	Install sidewalk improvements.	-	\$71,600	-
Phase 2	Install site furnishings and landscape improvements.	-	\$	\$25,900
P10	Future Neighborhood Park (City Hall Park)			
Phase 1	Relocate Dahlenburg covered bridge from Sankey Park.	ND	-	-
Phase 1	Install dog park and pedestrian path to adjacent neighborhood.	\$224,000	-	-
Phase 2	Install a playground.	-	\$497,000	-

**Table 5.2 Project Prioritization**

P11	Future Neighborhood Park			
Phase 1	Develop 1 to 3 acres as a neighborhood park at 42nd and Osage Street.	\$1,500,000	-	-
P12	Future Regional Park (Quarry Property)			
Phase 1	Install multi-use paths.	-	\$1,715,700	-
Phase 2	Install pavilions, picnic shelters and informational kiosks. Design and install educational signage. Install off-street wayfinding signage based on Wayfinding Plan.	-	-	\$1,081,500
T1	Trail System Plan			
Phase 1	Develop a Trail System Plan.	\$90,000	-	-
A1	Future Neighborhood Park Acquisition 1 (East)			
Phase 1	Acquire and develop 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion and restroom.	-	ND	-
A2	Future Outdoor Event Center Acquisition 2 (East)			
Phase 1	Conduct a feasibility study for an outdoor event center.	-	-	ND
S1	Wayfinding Plan			
Phase 1	Develop a Wayfinding Plan to identify signage locations and design for on-street and off-street signage.	\$100,000	-	-
	<b>TOTAL</b>	<b>\$3,727,300</b>	<b>\$6,170,200</b>	<b>\$5,128,500</b>

## Prioritization

### Funding Strategies

Park improvements have been historically funded by the City’s General Fund which relies on property tax revenue. The City has budgeted a total of \$524,000 in expenditures in its Parks Department fund for 2024-2025. Additionally, the City has developed a Parks SDC Fund in recent years. The current Park SDC Fund for 2024-2025 has \$144,000 in expenditures. Additional funding sources include:

### Grants

The City can continue to pursue state and federal grants for parks and trail-related capital improvements. Additional planned projects are strong candidates for future grant funding, and state, regional, and federal grants can provide funding for a variety of park, open space, and trail projects. The City should weigh the potential application’s competitiveness with the required outlays of staff time when applying for grants.





Quarry Property

### General Obligation Bonds

This type of bond is a tax assessment on real and personal property. This fund can supplement existing revenue and is more widely distributed. Funds can be used for capital projects but cannot be used for the replacement of equipment. The City should evaluate the likelihood of success of a bond measure. Public perception of additional park fees or taxes was mixed and lacked support during the park system planning process.

### Partnerships and Relationships

The City should further develop partnerships with local recreation service providers, private land owners, and land trusts. Partnership with the School District is key to public use of athletic facilities, in particular. Relationships with private land owners and land trusts provide an opportunity to expand open space and natural areas within the park system. Soliciting and developing partnerships with private entities to advance development that supports recreational tourism is a key opportunity for the City.

## Conclusion

The City recognizes that park facilities are essential to Sweet Home residents' physical and mental health, and also an opportunity to support the local economy and community culture through recreational tourism and the social connections that grow from recreating and gathering in parks.

The 2024 Sweet Home Park System Plan is a guiding document to achieve the future park system vision described by residents and City staff. The Plan aims to improve the quality of life in Sweet Home for a growing and diversifying population through the goals, recommendations, and specific projects it entails.





# Park System Plan

## City of Sweet Home

*Appendices*

July 10, 2024  
DRAFT

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Sankey Park



# A Planning Context



# Relationship to Other Plans

Sweet Home’s long-range planning and policy documents include the City of Sweet Home Comprehensive Plan, the Hobart Natural Area Stewardship Plan, and the Sweet Home Transportation System Plan. These plans were reviewed during the Plan’s development and informed the goals, actions, and recommendations. The Sankey Park Conceptual Redesign (2016), the Strawberry Park Concept Plan (2015), and the trail planning at the former quarry property (2016) were also reviewed and incorporated in the process of determining recommendations and projects for the Park System Plan.

## City of Sweet Home Comprehensive Plan, 2010

The Comprehensive Plan includes goals for natural features, parks and open space. The Plan goals focus on balancing stewardship of the natural environment and community development and growth, and providing various recreational opportunities in the park system. The Park System Plan aligns with these goals and further details recommendations and improvement projects that reinforce the vision in the Comprehensive Plan.

## Hobart Natural Area Stewardship Plan, 2014

The City’s Stewardship Plan for the Hobart Natural Area provides a detailed look at the conditions of the Hobart site, including habitat and hydrology, and outlines short-term and long-term maintenance and monitoring best practices. It is a high-level overview of the site and maintenance

practices. The Park System Plan reviewed the Stewardship Plan and built on the work provided. A management plan is needed to quantify the habitat areas and the management efforts needed annually and long-term.

## Sweet Home Transportation System Plan, 2005

An updated transportation system plan is currently underway. The 2005 TSP did envision pedestrian and bicycle paths connecting residents to recreation facilities and reinforced the importance of facility compliance with ADA standards. Specifically, it also envisioned linking parks, schools, commercial and residential areas with the pedestrian and bicycle path network. This vision is carried forward in the 2024 Park System Plan with the recommendation to conduct a Trail System Plan to study and evaluate the many trail connection opportunities in Sweet Home.

## Sweet Home Development Code

The City’s Development Code is part of its charter as an incorporated municipality. The Development Code implements goals and policies for the Comprehensive Land Use Plan, promotes health, safety, and well-being, and provides methods for compliance with the Code. Title 17 Zoning in the Code consists primarily of zoning regulations that specify and dictate the use of land within Sweet Home, and development requirements that include design standards and specifications for development.

Within the zoning regulations, a City-prepared map organizes land by boundaries to indicate their determined land use designations. The Code describes each zone and its purpose, uses, and restrictions. The development requirements provide standards and specifications for the design and construction that occurs on land in the City. Requirements address standards for infrastructure, like streets and utilities, site features, such as landscaping, and buildings or structures. There are also standards for the division of land and planned developments. The Development Code does not currently contain provisions for the dedication and improvement of parkland as part of land division and planned development approvals.

## Planning Process

The Park System Plan follows a systems approach, as recommended by the National Recreation and Parks Association (NRPA). A systems approach places local values and needs first and provides a framework for creating a park system that physically meets those values and needs. The planning process is organized in five phases:

### Phase 1 Inventory & Analysis:

This phase involves an inventory of existing park facilities owned and operated by the City and the School District. Facilities are identified and assessed for general conditions, existing improvements, and needed maintenance or improvements.

### Phase 2 Needs Assessment:

This phase involves an assessment of community needs through the identification of key indicators from

demographic data, recreation trends, and community input. Population growth, demographic characteristics, and recreation participation trends help identify facilities needed by current and future residents. Population estimates are used to determine the current and future level of service provided by the park system. Level of service is typically expressed as a ratio of developed parks per 1,000 residents.

### Phase 3 Vision and Recommendations:

Using a shared vision for the Park System, this phase develops a framework of goals, actions, and recommendations. The recommendations address operations and maintenance, capital improvements, and land acquisition. The Capital Improvements Plan (CIP) outlines capital improvement projects for 2025-2045 and prioritizes projects for the first five years of the Plan. Land acquisitions are based on long term needs to acquire additional parkland to maintain or improve the level of service for a growing population.

### Phase 4 Implementation and Funding Strategies:

This phase includes the identification of potential sources and methods for acquiring funding for development, maintenance, operations, and general improvements.

### Phase 5 Plan Refinement and Adoption:

This phase incorporates feedback and refinement from City staff and City Council based on a review of the Draft Plan, which is used to prepare the Final Plan for adoption by the City Council.



# B Park System Inventory



# City of Sweet Home Park System Master Plan Inventory and Conditions Report

**To:** Blair Larsen, Community and Economic Development Director  
Angela Clegg, Associate Planner

**From:** Colin McArthur, Elizabeth Auvil, Victor Garcia (Cameron McCarthy)

**Date:** September 20, 2023

**Subject:** Inventory and Conditions Report DRAFT

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## 1. OVERVIEW

Parks system planning requires the identification and assessment of existing park facilities and amenities through an inventory process. The inventory process highlights system-wide strengths, needs, opportunities and constraints, and reveals underserved areas and services. Knowledge of the activities that occur in each park and the condition of facilities and amenities helps guide recommendations and capital improvement programming efforts. The inventory process includes consideration and assignment of park classifications. Review of current and future park system needs by park classification type ensures a balanced parks system capable of efficient service to the community.

## 2. CLASSIFICATION

Cameron McCarthy uses National Recreation and Parks Association (NRPA) classifications as a basis for the establishment of a classification system specific to the needs, resources, and facilities in Sweet Home.<sup>1</sup> Park classification determination considers individual park benefits, functions, size, service area, and amenities.

The 2023 Park System Plan applies the following park classifications selected specifically for Sweet Home. The classifications are described in Table 1.1.

- **Mini Park**
  - **Neighborhood Park**
  - **Community Park**
- 

<sup>1</sup> National Recreation and Parks Association Parks Classification and Parks Definitions. National Recreation and Parks Association and the American Academy for Park and Recreation Administration, Mertes, James D. and Hall, James R. Park, Recreation, and Open Space and Greenway Guidelines. 1996.

- Regional Park
- Natural Area Park
- Special Use Park
- Trails

Table 1.1 Park Classification Categories

CLASSIFICATION	ACREAGE	PROXIMITY	TYPICAL FACILITIES
<b>Mini Parks</b>	1 acre or less	¼ mile radius	Children's playground, picnic tables, shelter, pathways, interpretive signage, and landscape/plantings
<b>Neighborhood Parks</b>	5 to 15 acres	Within ¼ to ½ mile in a residential setting.	Children's playground, ball fields, basketball courts, exercise stations, pickleball/tennis courts, walking paths, picnic pavilions, and benches
<b>Community Parks</b>	25+ acres	Within 1-2 miles of several neighborhoods.	Children's playgrounds (toddler and youth), designated sports fields and courts, indoor recreation center, swimming pool, performance space, community gardens, areas for unstructured play, picnic shelters, picnic tables, concession or vendor space, natural areas, interpretive signage, public art, storage and maintenance buildings, and restrooms
<b>Regional Parks</b>	25+ acres	Variable	Designated sports fields, designated sports courts, walking paths and/or trails, event spaces, picnic shelters and tables, playgrounds, restrooms, community gardens, natural areas.
<b>Natural Area Parks</b>	Variable	Variable	Light development to preserve integrity of resources. Nature viewing opportunities, visual aesthetic/buffering, and greenways.
<b>Special Use Parks</b>	Variable	No applicable standard	Dependent on activities and site use.

<b>Trails</b>	Variable	No applicable standard	Multipurpose trails located within greenways, parks, and natural resource areas. Focus is on recreational value and harmony with natural environment.
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### 3. CITY PARK SYSTEM INVENTORY

The City currently owns six developed parks, one trail facility, and two special use facilities totaling approximately 87.73 acres of land and approximately 1.3 mile of trails. In addition, the City owns four undeveloped sites with potential for park uses. One undeveloped site is a large 233-acre undeveloped parcel of riverfront land, known as the Quarry Property, which is a former Knife River (Morse Brothers) rock quarry. Three additional undeveloped sites are suitable in size for mini parks. Map 1.1 Existing Park System illustrates the current park and recreation system in Sweet Home, including all City-owned facilities.

In this Plan, park facilities are assessed based on size, service area, and amenities. Developed facilities include one community park, four neighborhood parks, one natural area, two special use facilities and one trail. Undeveloped facilities include properties that meet the classification criteria for three mini parks and one regional park. See Table 1.2 for a summary of the developed and undeveloped facilities.

**Table 1.2 City Park System Facilities**

<b>DEVELOPED FACILITIES</b>	
<b>PARKS</b>	<b>ACRES</b>
Community Park	
Sankey Park	17.0
Neighborhood Park	
Ashbrook Park	1.40
Clover Memorial Park	0.92
Northside Park	3.63
Strawberry Park	3.20
Natural Area Park	
Hobart Natural Area	59.59
Special Use Park	
Skate Park	0.81
Pleasant Valley Boat Ramp	0.18
<b>TOTAL PARK ACRES</b>	<b>86.73</b>
<b>TRAILS</b>	<b>MILES</b>
South Hills Trail	1.3
<b>TOTAL TRAIL MILES</b>	<b>1.3</b>
<b>UNDEVELOPED FACILITIES</b>	
<b>PARKS</b>	<b>ACRES</b>
Regional Park	
Quarry Property	233.00

<b>Mini-Park</b>	
<b>Evergreen Loop</b>	0.20
<b>10<sup>th</sup> &amp; Elm</b>	0.14
<b>12<sup>th</sup> &amp; Nandina</b>	0.12
<b>TOTAL PARK ACRES</b>	<b>233.46</b>

**DEVELOPED FACILITIES**

**Community Parks**

The City own and operates one community park. Community parks are designed for and intended to serve residents from all over the City, as well as visitors. They provide a variety of active and passive recreational opportunities for all age groups. Community parks are larger in size than neighborhood parks and include facilities such as sports fields, pavilions, picnic shelters, and water features. They include support facilities such as parking and restrooms. These parks may also include natural areas, unique landscapes, and trails. Community parks can range in size but are generally 25 acres or larger.

**Sankey Park**

Built in 1935, Sankey Park was the first park developed in the city of Sweet Home. The expansive 17-acre park, located on 14th/15th and Elm Streets, is within close proximity to the downtown region and serves community-wide needs with its varied amenities for a range of ages. Sankey Park is the largest city-owned park and home of the historic Weddle Covered Bridge. Improvements in 2019 and 2020 replaced the bathrooms and added a new playground, walking/biking trails, lighting, benches, and a plaza to lower Sankey Park. The park was previously home to a historic bandstand that was built during the Great Depression, but deterioration of the structure led to serious safety concerns, which required demolition. A replacement structure is planned, along with improved trail connections to the upper portion of the park. Upper Sankey Park contains a BMX bicycle track and parking area. All amenities are in good condition. Sankey Park annually hosts the Oregon Jamboree and the City’s Harvest Festival.

Turf in the park consists primarily of grass, and Douglas Firs and ferns are concentrated on the hillside near the pathway leading to upper Sankey Park. The drainage system does not present any problems, and the irrigation system has recently been overhauled. The park is bounded by residential single-family homes on the west, and Ames Creek on the north and east. Sweet Home High School lies further north, across the creek and a sports field, and has direct access to the park.

Parking facilities include paved parking lots off of 14th Avenue and on-street parking. The parking areas accommodate more than 35 cars. The restroom facilities, open during park hours, are equipped with accessible stalls. There are metal trashcans, picnic tables, and benches interspersed throughout the park.

**Neighborhood Parks**

The City owns and operates four neighborhood parks. Neighborhood parks are designed to offer accessible recreation and social opportunities to residents in its surrounding neighborhood. Recreation may include ball fields, basketball courts, exercise stations, pickleball/tennis courts, playgrounds, walking paths, picnic areas and pavilions and benches. They should accommodate the needs of a wide variety of age and user groups, and should be accessible by sidewalks, trails, and low-traffic residential streets. Neighborhood parks may enhance the identity of a neighborhood in addition to preserving open space. The service area radius is ideally ¼ to ½ mile distance in a residential setting. Neighborhood parks may range in size from 5 to 15 acres in size.

### **Ashbrook Park**

Ashbrook Neighborhood Park is situated on 1.4 acres and located on 28th Avenue and Juniper Street on the east side of Sweet Home. Ashbrook Park is surrounded by single-family residences and bordered by a fence on three sides and a low-traffic road on the other side. It provides several recreational uses including picnicking, basketball, and children's play. It has a well-kept, gravel trail system that offers a pleasant place for locals to stroll.

The park is well maintained. Its grass turf and plantings are in good condition as are its trails, picnic tables, benches, and play structure. Sparse deciduous trees are scattered throughout the park. The park's irrigation and drainage systems are both in good condition.

The park has a colorful sign identifying it and is easily accessible from the east side. Juniper road borders the park on the south side and serves as the entrance. The park does not have a permanent bathroom or parking lot, but there is adequate street parking, and the City pays for the placement and maintenance of an accessible portable toilet. Ashbrook has limited additional accessibility: there is a ramp at the park entrance, but the trails are gravel, and the play structure is edged making these amenities more difficult for people with mobility devices.

### **Clover Memorial Park**

Clover Memorial is a 0.92-acre park located along Main Street. Residential uses primarily surround the park. There is no parking lot, but on-street parking is available. The irrigation system covers only the landscaped areas, not the grassy field.

The turf is largely in good condition; however it is not irrigated. There are no restroom facilities or other recreational amenities.

### **Northside Park**

Northside Park is located along 11th Avenue between Poplar and Redwood Streets. The South Santiam River borders the 3.63-acre city-owned park on the west and residential neighborhoods border the park on the other sides. There is some designated street parking available and includes marked handicapped spots. Most of this park consists of grass turf, though the picnic and barbeque amenities are located in a wooded area along the river. People utilize the banks of the South Santiam for fishing purposes.

The only city-owned tennis and racquetball courts are located within Northside Park. Access to the indoor racquetball court, which is in good condition, is key-access only and limited to those who join the yearlong racquetball court membership through the City. The tennis court, basketball court, and playground are in good condition. Picnic tables and barbeque pits are in good condition. There are restroom facilities on the premises, as well as a portable bathroom located near the racquetball court. The restroom facilities are in good external condition since they were recently repainted.

### **Strawberry Park**

Strawberry Park is a 3.2-acre neighborhood park located in a residential area on the West side of Sweet Home. The park has drainage problems and contains some wetlands.

Strawberry Park includes a recently constructed community garden, with available water and plots available to the public for a fee.

The park provides an asphalt parking lot, with no designated handicapped-accessible spots. There are no restroom facilities. Playground equipment, picnic tables, and benches are in the park. The park is large enough to accommodate a sports facility, such as a baseball diamond, soccer field, basketball court, or walking path.

### **Natural Area Parks**

The City owns one natural area park. Natural area parks provide access to undeveloped natural resources and open spaces. These parks may include land that is not suitable for development, but natural area parks can preserve or enhance native plant and animal species and provide visual buffers. Amenities at these parks are limited to parking, trails, and educational installations. Natural area parks provide opportunities for nature viewing and greenways. These parks should be accessible by sidewalks, trails, and low-traffic streets. These parks are variable in size.

#### **Hobart Natural Area**

Hobart Natural Area is an approximately 59-acre parcel that has been left undeveloped, and which has been deeded to the City with the condition that it remain a natural area. Hobart includes a gravel parking area accessible from 35<sup>th</sup> Avenue and Juniper Street and several unofficial trails. Potential additional access is available off Foothills Drive. A substantial portion of the area includes documented wetlands, which is a habitat for a previously endangered wildflower. Due to wetlands, future development of trails will require several raised boardwalks.

### **Special Use Parks**

Special Use Parks include recreational sites or parkland occupied by specialized facilities to serve specific recreation uses. In Sweet Home, skate parks and boat ramps are examples of special use parks as these parks provide unique recreational opportunities to the community. Other special use parks may include community centers, aquatic centers, and sports complexes.

#### **Skate Park**

The Sweet Home Skate Park is an 0.81-acre facility that has skateboarding features. The facility is managed by the City and owned by the Sweet Home School District. The Skate Park itself is a 10,000 square foot cement pad with 16 skate features and including a covered seating area, picnic table and trash cans.

#### **Pleasant Valley Boat Ramp**

The Pleasant Valley Boat Ramp is a special use facility that provides access to the South Santiam River. The facility is accessed from Pleasant Valley Road. The 0.18-acre facility includes restrooms, trash cans, parking, and a small boat staging area. It is located adjacent to the City wastewater treatment facility.

### **Trails**

The City owns and maintains one trail facility. Trails serve as public access routes and provide trail-oriented recreational activities. They can include sidewalks, bikeways, multi-use trails and paths. These emphasize safe publicly accessible routes for pedestrians and bicyclists around the community, including routes to and from parks.

#### **South Hills Trail**

The South Hills Trail is a former railroad right-of-way that extends from the southwest edge of the City to Old Holley Road, and from 10<sup>th</sup> Avenue to Sankey Park. The trail is 1.3 miles in length and is a soft walking path trail with connections to Sankey Park and other parks downtown. The trail is maintained by the City of Sweet Home.



## UNDEVELOPED FACILITIES

Undeveloped facilities refer to land owned by the City and that has the potential to be developed as parkland. There are four City-owned park sites that are undeveloped. Some of these sites are planned for future park development by adding or expanding facilities.

### Regional Parks

Regional parks provide a variety of active and passive recreation opportunities for all ages and serve to preserve open spaces and landscapes. These parks are larger in size and serve a wider base of residents than a single neighborhood. They are more extensive than community parks as well and offer facilities that attract people from all over the City and from outside the community. Regional parks often include facilities for organized group activities, individual, and family activities.

### **Quarry Property**

The City's Quarry property is a large 233-acre parcel consisting of a former gravel quarry and neighboring natural areas. The property has been vacant for over 20 years, and has significant wetlands, ponds, and forests, with various gravel roads and informal trails. The property does not yet have a formal plan, but informal day use of the ponds and existing trails is common. The City has recently begun allowing camping on the property for a fee.

### Mini Parks

Mini parks provide passive or limited active recreational opportunities. Mini parks may simply be open lots or may be more developed, and usually located in more urban areas surrounded by commercial or residential buildings. Amenities at mini parks may include paved space, small play areas and equipment, seating, and lawn areas. Mini parks provide opportunities to socialize, sit, and find respite in the outdoors. They should be accessible by sidewalks, trails, or low-traffic streets.

### **10<sup>th</sup> & Elm**

The 10th and Elm property is 0.14 acres and is adjacent to private property. Amenities include a grassy area, however the site does not have an irrigation system or seating facilities.

### **12<sup>th</sup> & Nandina**

This 0.12-acre property located at the intersection of 12th Avenue and Nandina previously contained a covered bench, but now consists of a grassy area and a larger natural area. The park serves as a greenway for residents walking along the sidewalks.

Residences surround this park on all sides except for the north side where there are railroad tracks. There is a fenced-off utility area near the railroad tracks on the west side. On the north end of the park, there is a large natural area, and there is one large tree as well as a concrete pad on the west side. There are sidewalks along both sides of the park, but the sidewalk going through the east side is narrower and has several stairs with handrails.

There is no designated parking for this site, but adequate on-street parking is available. Handicap access is limited to the two sidewalks bordering the road, although the slope may be too great in the north-south direction. There are no signs for this park although it is easily visible from the street.

### **Evergreen Loop**

The mini park located at Evergreen loop and Nandina Street is less than 1 acre and consists primarily of recently planted maple trees. There is a small grassy area and a picnic table. Currently, there are no recreational amenities for this park.

#### 4. ADDITIONAL FACILITIES INVENTORY

##### 4.1 School Facilities

Sweet Home School District operates four schools on **53.86** acres. These facilities are included in the inventory because they provide active recreation opportunities to students when school is in session and provide recreation opportunities to residents and visitors.

##### Foster Elementary School

###### Description:

Foster Elementary School serves important neighborhood and community park functions due to its location, large playing fields, good accessibility, and the lack of other City parks in Sweet Home's eastern planning area. Residential uses surround the property.

The fields are in good shape and serve as the location for summer softball league games. There are no bleachers or other permanent structures. A cyclone fence encloses the fields with openings along the street and at the school. The property includes significant open space and forested land.

###### Amenities:

- One large field area circled by a dirt track
- One children's playground
- Basketball hoops

##### Hawthorne Elementary School

###### Description:

Hawthorne School is a 5-acre park with many amenities. This school is surrounded by fences and has only a few entrances mostly next to the actual school buildings. The turf, which covers an expansive area, is in good condition with some bare spots. The plantings and trees are in good condition. The baseball field is controlled and operated by the Greater Santiam Boys and Girls Club of America through contract with the Sweet Home School District.

###### Amenities:

- Four baseball diamonds with built stands for spectators
- Concession stand
- Elaborate playground, plenty of equipment
- Tetherball
- Basketball courts that may need some maintenance
- Roadside parking (no sidewalks)
- Paths

## Oak Heights Elementary School

### Description:

Oak Heights Elementary School, located on Elm and 7th Street is near the downtown area. Residential development surrounds the school. There are sparse plantings and trees on the school grounds. The turf is healthy and well maintained. Accessibility is limited after school hours. Parking spaces are available and visible. In addition, the bright colors on these recreational facilities present an active atmosphere. The sidewalks and paths are in good condition.

### Amenities:

- Three to four basketball courts
- Two playgrounds
- Paths

## Sweet Home High and Junior High Schools

### Description:

Sweet Home High School shares several outdoor facilities with the Junior High School. Sweet Home School District owns these facilities. Most of the school district facilities are located closer to the high school and are close to the downtown area of Sweet Home. Adequate parking with designated handicap spaces is available, but the lot is in fair condition with many large potholes.

The junior high school has basketball goals in the parking lot and courtyard between buildings. The goals are in good shape but need new nets. There is a baseball field, although the fence surrounding the field is in disrepair in a few areas. The high school has a football field, which contain two sets of covered bleachers that are handicapped-accessible. One set of bleachers includes an announcer's stand. A running track surrounds the football field has some drainage issues with the possibility of flooding during heavy rains. A covered bicycle parking area is also located in the parking lot.

### Amenities:

- One soccer field
- One baseball field
- A football field and track, with two sets of covered bleachers
- A concession stand
- Large parking lot with handicap parking spaces.
- Six tennis courts
- Two gymnasiums
- Indoor heated swimming pool
- Outdoor basketball courts
- Several undeveloped playfields

## 4.2 Army Corps of Engineers & County Facilities

The planning area includes four public facilities owned by the U.S. Army Corps of Engineers and managed by Linn County. The facilities total **27.06** acres. These facilities are included in the inventory because they provide active recreation opportunities to residents as well as water access and boat launches.

### **Shea Point Overlook**

Shea Point is located on the southwestern shore of Foster Lake. It is federal property as it is a part of the Army Corps of Engineers Foster Reservoir project, however it is maintained by Linn County Parks and Recreation

Department. Shea Point includes parking, a 0.47-mile trail connection to Edgewater Marina, an educational pavilion, viewing platform, and picnic tables.

**Edgewater Marina**

Edgewater Marina is located on the southwestern shore of Foster Lake. It is a part of the Army Corps of Engineers Foster Reservoir project, and is Federal property, however it is maintained by Linn County Parks and Recreation Department. The marina consists of 40 boat slips.

**Lake Shore Park**

Lake Shore Park is located on the southwestern shore of Foster Lake. It is a part of the Army Corps of Engineers Foster Reservoir project, and so is Federal property, however it is maintained by Linn County Parks and Recreation Department. Park amenities include a large parking lot, a grassy lakeshore area, rocky beach, and picnic tables.

**Andrew J. Wiley Park**

Andrew J Wiley Park is a part of the Foster Reservoir project constructed by the Army Corps of Engineers. The park provides visitors and Sweet Home residents alike with fishing and picnicking amenities. There is ample parking with spaces large enough to accommodate vehicles and boat trailers. The facility includes a boat launch, fishing, picnic tables and restroom facilities.

**Table 1.3 Additional Park and Recreation Facilities**

<b>DEVELOPED FACILITIES</b>	
<b>FACILITIES</b>	<b>ACRES</b>
Foster Elementary School	7.55
Hawthorne Elementary School	6.57
Oak Heights Elementary School	5.74
Sweet Home High and Junior High Schools	34.00
Shea Point Overlook	8.77
Edgewater Marina	4.25
Lake Shore Park	4.20
Andrew J. Wiley Park	9.84
<b>TOTAL ACRES</b>	<b>80.92</b>
<b>TRAILS</b>	<b>MILES</b>
Edgewater-Shea Point Path	0.47
<b>TOTAL MILES</b>	<b>0.47</b>

**5. DETAILED INVENTORY**

The following section provides a detailed inventory of City facilities.



## SANKEY PARK

### Type

- Community Park

### Size (in acres)

- 17 Acres

### Status (developed or undeveloped)

- Developed

### Existing Facilities

- Several concrete and wood picnic tables. The concrete tables have the City of Sweet Home logo engraved on the side, and some have chessboards imprinted on the top surface.
- Metal benches
- One clubhouse
- One gazebo
- Two playground structures
- Walking paths
- Bathrooms
- A BMX bicycle track on upper portion of park
- Historic Weddle Bridge
- Parking lots

### Description (location, amenities, views, current and past uses, etc.)

Built in 1935, Sankey Park was the first park developed in the city of Sweet Home. The expansive 17-acre park, located on 14th/15th and Elm Streets, is within close proximity to the downtown region and serves community-wide needs with its varied amenities for a range of ages. Sankey Park is the largest city-owned park and home of the historic Weddle Covered Bridge. Improvements in 2019 and 2020 replaced the bathrooms and added a new playground, walking/biking trails, lighting, benches, and a plaza to lower Sankey Park. The park was previously home to a historic bandstand that was built during the Great Depression, but deterioration of the structure led to serious safety concerns, which required demolition. A replacement structure is planned, along with improved trail connections to the upper portion of the park. Upper Sankey Park contains a BMX bicycle track and parking area. All amenities are in good condition. Sankey Park annually hosts the Oregon Jamboree and the City's Harvest Festival.

Turf in the park consists primarily of grass, and Douglas Firs and ferns are concentrated on the hillside near the pathway leading to upper Sankey Park. The drainage system does not present any problems, and the irrigation system has recently been overhauled. The park is bounded by residential single-family homes on the west, and Ames Creek on the north and east. Sweet Home High School lies further north, across the creek and a sports field, and has direct access to the park.

Parking facilities include paved parking lots off of 14th Avenue and on-street parking. The parking areas accommodate more than 35 cars. The restroom facilities, open during park hours, are equipped with handicapped-accessible stalls. There are metal trashcans, picnic tables, and benches interspersed throughout the park.

Aerial Site Map





Site Photos



## ASHBROOK PARK

### Type

- Neighborhood Park

### Size (in acres)

- 1.4 Acres

### Status (developed or undeveloped)

- Developed

### Existing Facilities

- Picnic tables
- Benches
- Children's swing set and jungle gym structure
- Exercise station
- One basketball court with one hoop
- Gravel paths throughout the park
- Handicap accessible concrete ramp
- Fences on three sides
- Trashcans
- Portable toilet

### Description (location, amenities, views, current and past uses, etc.)

Ashbrook Neighborhood Park is situated on 1.4 acres and located on 28th Avenue and Juniper Street on the east side of Sweet Home. Ashbrook Park is surrounded by single-family residences and bordered by a fence on three sides and a low-traffic road on the other side. It provides several recreational uses including picnicking, basketball, and children's play. It has a well-kept, gravel trail system that offers a pleasant place for locals to stroll.

The park is well maintained. Its grass turf and plantings are in good condition as are its trails, picnic tables, benches, and play structure. Sparse deciduous trees are scattered throughout the park. The park's irrigation and drainage systems are both in good condition.

The park has a colorful sign identifying it and is easily accessible from the east side. Juniper road borders the park on the south side and serves as the entrance. The park does not have a permanent bathroom or parking lot, but there is adequate street parking, and the City pays for the placement and maintenance of a handicapped accessible portable toilet. Ashbrook has limited additional handicap accessibility: there is a ramp at the park entrance, but the trails are gravel, and the play structure is edged making these amenities more difficult for people in wheelchairs.



Aerial Site Map





Site Photos



## CLOVER MEMORIAL PARK

### Type

- Neighborhood Park

### Size (in acres)

- 0.92 acre

### Status (developed or undeveloped)

- Developed.

### Existing Facilities

- A planter box (former water fountain) within rock-covered structure
- Memorial to a Sweet Home civil servant
- Whittemore covered bridge over Stonebrook Creek
- A turf area with newly planted trees
- Picnic table
- Benches
- Trash cans
- City entrance monument

### Description (location, amenities, views, current and past uses, etc.)

Clover Memorial is an approximately one-acre park located along Main Street. Residential uses primarily surround the park. There is no parking lot, but on-street parking is available. The irrigation system covers only the landscaped areas, not the grassy field.

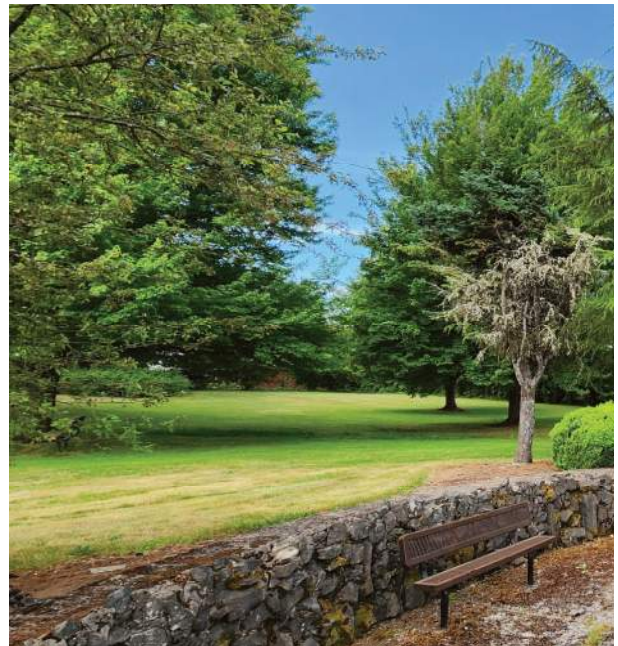
The turf is largely in good condition; however it is not irrigated. There are no restroom facilities or other recreational amenities.

Aerial Site Map





Site Photos





## **NORTHSIDE PARK**

### **Type**

- Neighborhood Park

### **Size (in acres)**

- 3.63 acres.

### **Status (developed or undeveloped)**

- Developed

### **Existing Facilities**

- Indoor racquetball court
- Outdoor tennis court
- Basketball court
- Swing set
- Concrete picnic tables
- Benches
- Horseshoe pits
- Restrooms
- Drinking fountain
- Fenced Dog Park
- Walking paths

### **Description (location, amenities, views, current and past uses, etc.)**

Northside Park is located along 11th Avenue between Poplar and Redwood Streets. The South Santiam River borders the 3.63-acre city-owned park on the west and residential neighborhoods border the park on the other sides. There is some designated street parking available and includes marked handicapped spots. Most of this park consists of grass turf, though the picnic and barbeque amenities are located in a wooded area along the river. People utilize the banks of the South Santiam for fishing purposes.

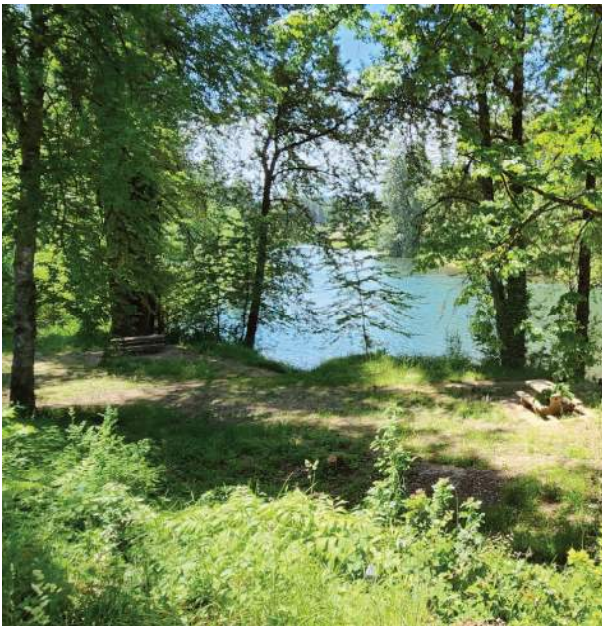
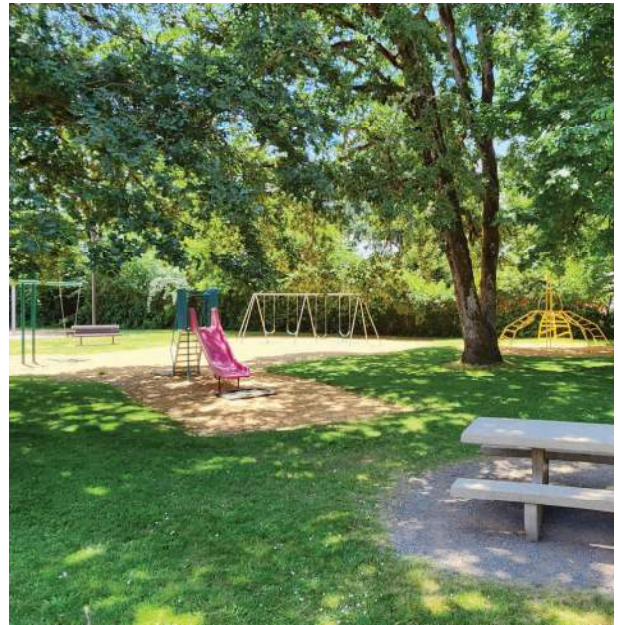
The only city-owned tennis and racquetball courts are located within Northside Park. Access to the indoor racquetball court, which is in good condition, is key-access only and limited to those who join the yearlong racquetball court membership through the City. The tennis court, basketball court, and playground are in good condition. Picnic tables and barbeque pits are in good condition. There are restroom facilities on the premises, as well as a portable bathroom located near the racquetball court. The restroom facilities are in good external condition since they were recently repainted.

Aerial Site Map





Site Photos



## STRAWBERRY PARK

### Type

- Neighborhood Park

### Size (in acres)

- 3.2 Acres

### Status (developed or undeveloped)

- Developed

### Existing Facilities

- Large, grass play field
- Play structure
- Picnic tables
- Benches
- Community Garden
- Parking area
- Trash cans

### Description (location, amenities, views, current and past uses, etc.)

Strawberry Park is a 3.2-acre neighborhood park located in a residential area on the West side of Sweet Home. The park has drainage problems and contains some wetlands.

Strawberry Park includes a recently constructed community garden, with available water and plots available to the public for a fee.

The park provides an asphalt parking lot, with no designated handicapped-accessible spots. There are no restroom facilities. Playground equipment, picnic tables, and benches are in the park. The park is large enough to accommodate one of a number of different sports facilities, such as a baseball diamond, soccer field, basketball court, or walking path.



Aerial Site Map



Site Photos





## 10<sup>th</sup> & Elm Mini-Park

### Type

- Mini Park

### Size (in acres)

- 0.14 Acres

### Status (developed or undeveloped)

- Undeveloped

### Existing Facilities

- Small grassy area

### Description (location, amenities, views, current and past uses, etc.)

The 10th and Elm mini-park is .14 acres and lies adjacent to private property. The amenities include a grassy area, but the park does not have an irrigation system or seating facilities.

Aerial Site Map





Site Photos



## 12<sup>th</sup> & Nandina Mini-Park

### Type

- Mini Park

### Size (in acres)

- 0.12 acres

### Status (developed or undeveloped)

- Undeveloped

### Existing Facilities

- Grassy areas
- Sidewalks
- Large natural area near the railroad tracks on the north end of the park
- Large tree in the middle of the west side
- One trashcan

### Description (location, amenities, views, current and past uses, etc.)

The mini-park located at the intersection of 12th Avenue and Nandina previously contained a covered bench, but now consists of a grassy area and a larger natural area. The park serves as a greenway for residents walking along the sidewalks.

Residences surround this park on all sides except for the north side where there are railroad tracks. There is a fenced-off utility area near the railroad tracks on the west side. On the north end of the park, there is a large natural area, and there is one large tree as well as a concrete pad on the west side. There are sidewalks along both sides of the park, but the sidewalk going through the east side is narrower and has several stairs with handrails.

There is no designated parking for this site, but adequate on-street parking is available. Handicap access is limited to the two sidewalks bordering the road, although the slope may be too great in the north-south direction. There are no signs for this park although it is easily visible from the street.



Aerial Site Map





Site Photos





## EVERGREEN LOOP

### Type

- Mini Park

### Size (in acres)

- 0.20 acres

### Status (developed or undeveloped)

- Developed

### Existing Facilities

- Tree and grass covered area
- Picnic table

### Description (location, amenities, views, current and past uses, etc.)

The mini park located at Evergreen loop and Nandina Street is less than 1 acre and consists primarily of recently planted maple trees. There is a small grassy area and a picnic table. Currently, there are no recreational amenities for this park.

Aerial Site Map



Site Photos



## HOBART NATURAL AREA

### Type

- Natural Area

### Size (in acres)

- 59.59 acres

### Status (developed or undeveloped)

- Undeveloped

### Existing Facilities

- Gravel parking area

### Description (location, amenities, views, current and past uses, etc.)

Hobart Natural Area is an approximately 59-acre parcel that has been left undeveloped, and which has been deeded to the City with the condition that it remain a natural area. Hobart includes a gravel parking area accessible from 35<sup>th</sup> Avenue and Juniper Street and several unofficial trails. Potential additional access is available off Foothills Drive. A substantial portion of the area includes documented wetlands, which is a habitat for a previously endangered wildflower. Due to wetlands, future development of trails will require several raised boardwalks.



Aerial Site Map





Site Photos



## SKATE PARK

### Type

- Special Use Park

### Size (in acres)

- 0.81 acres

### Status (developed or undeveloped)

- Developed

### Existing Facilities

- 16 skateboard features
- Covered seating area
- Picnic table
- Trash receptacles
- Water fountain

### Description (location, amenities, views, current and past uses, etc.)

The Sweet Home Skate Park is an 0.81-acre facility that has skateboarding features. The facility is managed by the city and owned by the Springfield School District. The Skate Park itself is a 10,000 square foot cement pad with 16 features, a covered seating area, picnic table and trash cans.

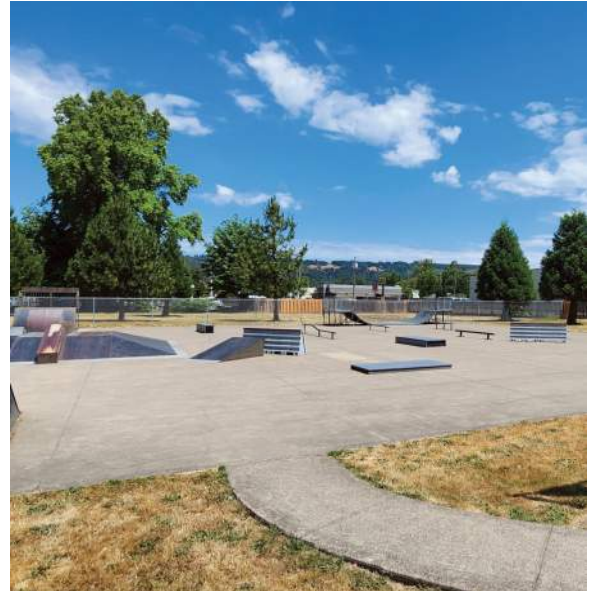


Aerial Site Map





Site Photos



## Pleasant Valley Boat Ramp

### Type

- Special Use Park

### Size (in acres)

- 0.18 acres

### Status (developed or undeveloped)

- Developed

### Existing Facilities

- Boat launch
- Handicapped-accessible fishing platform
- Restrooms
- Trash receptacles
- Parking/staging area

### Description (location, amenities, views, current and past uses, etc.)

The Pleasant Valley Boat Ramp is a special use facility that provides access to the South Santiam River accessed by Pleasant Valley Road. The 0.18-acre facility includes restrooms, trash cans, parking, and a small boat staging area. It is located adjacent to the City wastewater treatment facility.

Aerial Site Map





Site Photos





## QUARRY PROPERTY

### Type

- Regional Park

### Size (in acres)

- 233 acres

### Status (developed or undeveloped)

- Undeveloped

### Existing Facilities

- Dry camping spaces
- Unofficial dirt and gravel trails and roads remaining from previous uses.

### Description (location, amenities, views, current and past uses, etc.)

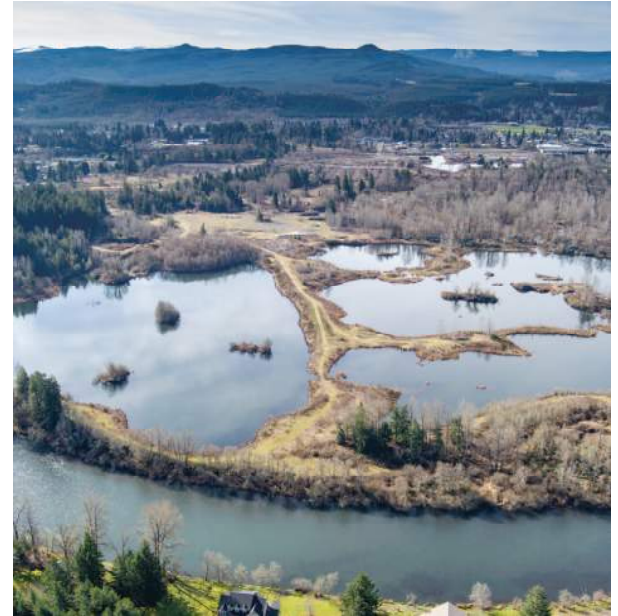
The City obtained the former Morse Brothers/Knife River quarry property from Linn County in 2017, under the condition that development of the land be restricted to public use. The City is currently pursuing efforts to develop a large regional park to serve as a destination for visitors to Sweet Home. Discussed amenities include a concert venue, athletic fields capable of hosting large regional, statewide and national tournaments, primitive and RV camping spaces, walking trails, kayaking, and fishing, however there are many more potential uses. The City is proceeding with preliminary development studies but has recently created about 20 dry camping spots on the property in an effort to make the property usable and bring in revenue.

Aerial Site Map





Site Photos



## **SOUTH HILLS TRAIL**

### **Type**

- Trail

### **Size (in acres)**

- 

### **Status (developed or undeveloped)**

- Developed.

### **Existing Facilities**

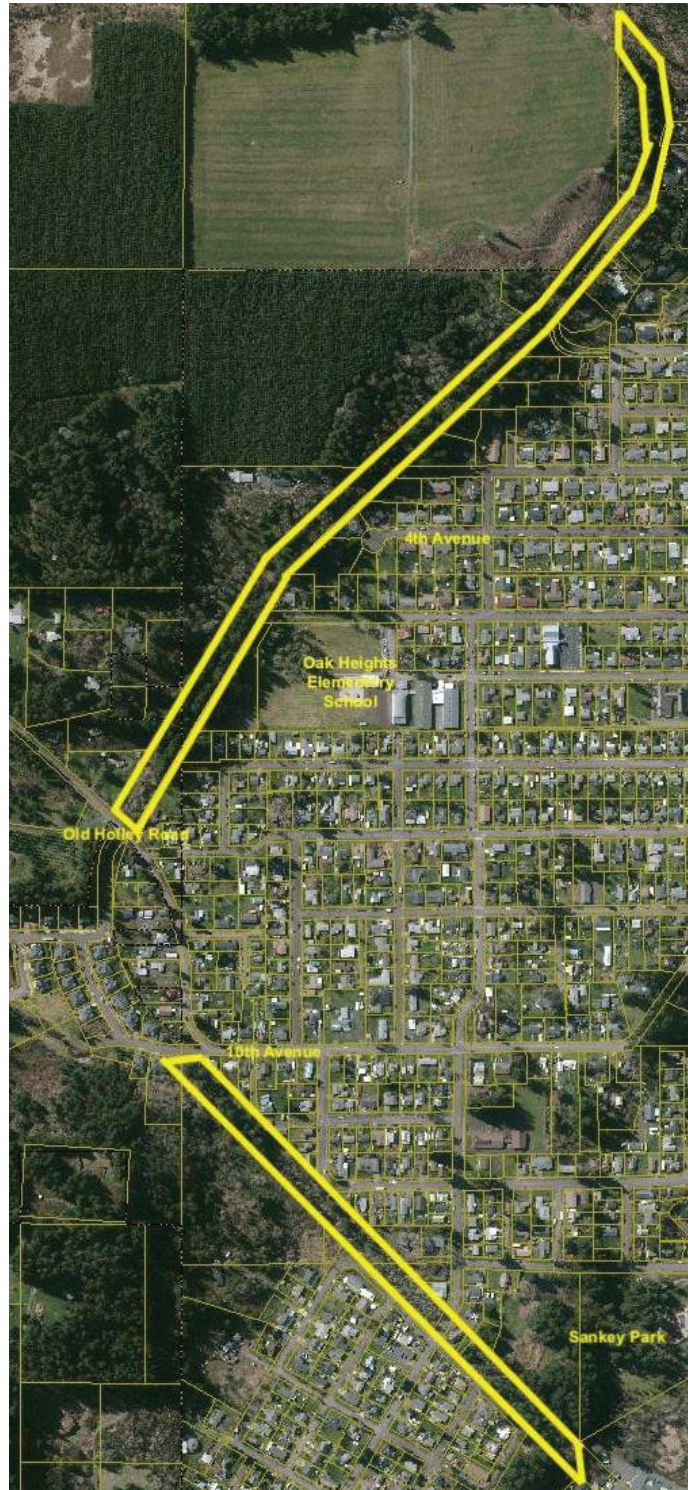
- 1.3-mile soft surface path

### **Description (location, amenities, views, current and past uses, etc.)**

The South Hills Trail is a former railroad right-of-way that runs from the south-west edge of the City to Old Holley Road, and from 10<sup>th</sup> Avenue to Sankey Park. The trail is 1.3 miles in length and is a soft walking path trail with connections to Sankey and other parks downtown, maintained by the City of Sweet Home.

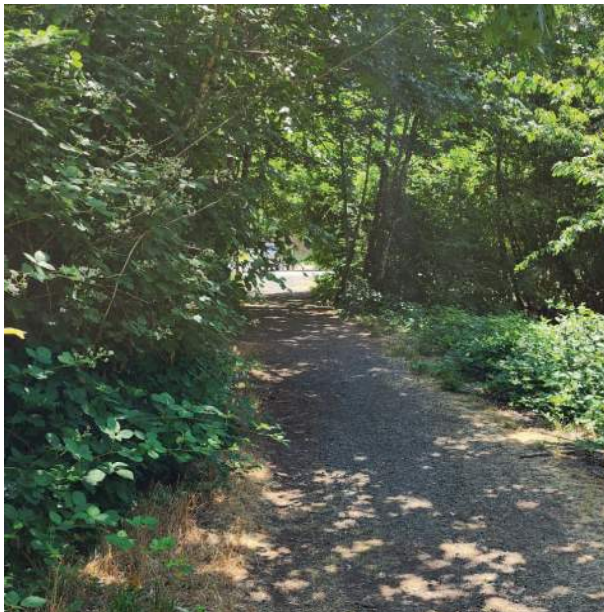
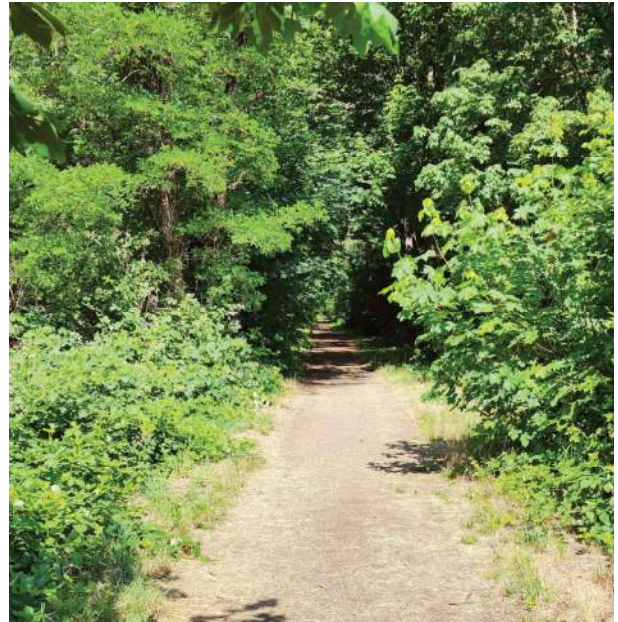


Aerial Site Map





Site Photos





C

## Community Profile



## Sweet Home Park System Master Plan

**To:** Blair Larsen, Community and Economic Development Director  
Angela Clegg, Associate Planner

**From:** Colin McArthur, Elizabeth Auvil, Victor García

**Date:** November 8, 2023

**Subject:** **DRAFT** Community Profile and Demographic Trends

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### OVERVIEW

Located in Linn County, Sweet Home is within the western foothills of Oregon's Cascade Range. Sweet Home sits adjacent to the South Santiam River and west of Foster Reservoir. The Santiam Highway (U.S. Route 20) and the Halsey-Sweet Home Hwy intersect at the west end of Sweet Home to form Main Street, which bisects the city from the southwest to the northeast. The city is 45 miles northeast of Eugene and 50 miles southeast of Salem.

Sweet Home is located 20 minutes west of the Willamette National Forest and has access to the South Santiam River. The city is located within the South Santiam Watershed. The city sits on alluvium soil, which is made up of gravel, sand, and silt. Along the South Santiam River, there are upper and lower terrace deposits made up of gravel, sand, silt, and clay.<sup>1</sup> The average precipitation in Sweet Home is around 69 inches per year with most rain occurring in the winter. The average temperature is 50.8 °F, with the hottest month being August, and the coldest being December.<sup>2</sup> Today, the City has roughly 10,097 residents and encompasses a contiguous area of about 5.30 square miles. Sweet Home has 7 primary land use zones: Commercial Central, Commercial Highway, Industrial, Residential Low-Density, Residential Medium-Density, Residential High-Density, and Mixed-Use Employment.

This memo provides a snapshot of the community profile and demographic trends for Sweet Home in 2023.

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<sup>1</sup> Jason D. McClaughry, "Preliminary geologic map of the sweet home 7.5' quadrangle, Linn County, Oregon," State Library of Oregon, (n.d.), <https://digital.osl.state.or.us/islandora/object/osl:890>.

<sup>2</sup> "Climate-data," 2021, <https://en.climate-data.org/north-america/united-states-of-america/oregon/sweet-home-124498/>.



## LOCAL CONTEXT

Before Sweet Home became an incorporated city in 1893, the Santiam Kalapuyans resided in that area. Their livelihood consisted of hunting, fishing, foraging nuts, berries, and fruits seasonally. Trade was specialized from tribe to tribe, with Kalapuyans specializing in camas and wapato. Because of their location, Kalapuyan tribes were part of a network that distributed products from the Columbia Gorge area to southern coastal tribes. Before European immigrants and missionaries came to the Willamette Valley, it is believed that this population reached 15,000<sup>3</sup> but dwindled to 600 by 1849 due to diseases brought by explorers and traders. With the Willamette Valley Treaty in 1855, the Kalapuyan tribes were removed to the Grand Ronde Reservation located about 18 miles east of Lincoln City, Oregon. The first settlers arrived in Sweet Home in 1851, and then in 1852 the Ames family settled and started a sawmill business. Soon after, more settlers came into town and staked their land claim. Businesses started opening, with the first hotel being built in 1860, and the first subdivision in 1878.<sup>4</sup> During this time, the economy depended on trade, farming, livestock, and small businesses. As time progressed, there was a high influx of people due to the high demand of lumber in the 1940's. The most recent boom in their economy was in 1962-1963 during the construction of Green Peter Dam. In the 1980's, many timber mills were closed, causing a decline in Sweet Home's population. Since then, Sweet Home received a federal grant in the 1990's to help small businesses. More recently, the Oregon Jamboree annual music festival was created in Sweet Home, boosting their economy.

In the last thirty years, Sweet Home has focused on various planning efforts and improvements. The City undertook a downtown revitalization project in the 1990s, and has recently been working on improvements for Sankey Park, their wastewater treatment plant, and undertaking their 'Paint the town' project to repaint buildings in their downtown.. Additionally, the City is expanding its focus on recreation opportunities as a source of economic growth. The Oregon Jamboree was founded as an economic development project and brings approximately 10,000-12,000 people to town during the first weekend of August. Currently, the annual music festival occurs at Sweet Home's Sankey Park. The City is looking to expand support for the Jamboree in the future by adding a large park property along the South Santiam River.

## DEMOGRAPHIC TRENDS

Trends in population growth, age, housing, race, and ethnicity are all key to understanding a community's composition. The following data is from Portland State University's Population Research Center and the U.S. Census Bureau. Current population data and forecasts from PSU are provided for 2020 and onward. Data from American Fact Finder is drawn from the most current data available. The American Community Survey (ACS) collects information such as age, race, income, and other important data. The ACS produces 3-year estimates annually for geographic areas with a population of 20,000 or more. In 2010, the Census Bureau began releasing 5-year estimates for small areas. In the case of Sweet Home, ACS data is available for the period of 2010-2020, hence referred to as 2020 data.

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<sup>3</sup> Don Macnaughtan, "Kalapuya: Native Americans of the Willamette Valley, Oregon", Lane Library, September 22, 2023, <https://libraryguides.lanec.edu/kalapuya>.

<sup>4</sup> "Sweet Home's History," Sweet Home's History | Sweet Home Chambers of Commerce and Visitors Center, (n.d.), <https://www.sweethomechamber.com/sweet-homes-history/>.

## Population Growth

Sweet Home’s current population is 10,097 residents (2022). Table 1.1 summarizes historic and projected future populations.

**Table 1.1. Sweet Home Historical and Future Population Forecast** <sup>5</sup>

Year	2010	2020	2022	2030	2040
<b>Population</b>	8,925	9,828	10,097	10,455	11,010

Linn County’s current population is 131,194 residents (2022). Table 1.2 summarizes historic and projected future populations.

**Table 1.2. Linn County Historical and Future Population Forecast** <sup>6</sup>

Year	2010	2020	2022	2030	2040
<b>Population</b>	116,672	128,610	131,194	139,090	146,130

Oregon’s current population is approximately 4,281,851 (2022). Table 1.3 summarizes historical and projected future populations.

**Table 1.3. Oregon Historical and Future Population Forecast**<sup>7</sup>

Year	2010	2020	2022	2030	2040
<b>Population</b>	3,831,074	4,237,256	4,281,851	4,721,060	5,100,899

Growth is anticipated overall in the City, County, and State. Sweet Home itself is predicted to grow at a steady pace alongside other jurisdictions in the region. Population growth in Sweet Home and neighboring communities suggests a need to accommodate this growth as it pertains to parks and recreation facilities and amenities.

## Age

It is important for parks systems to meet the recreation needs of residents of all ages. Analyzing the population by age group can be used to adjust planning efforts for future age-related recreational trends. Tables 1.4, 1.5, and 1.6 summarize the 2020 population age distribution of Sweet Home, Linn County, and Oregon.

<sup>5</sup> Portland State University (PSU), Population Research Center, 2023, <https://www.pdx.edu/population-research/>.

<sup>6</sup> Portland State University (PSU), Population Research Center, 2023, <https://www.pdx.edu/population-research/>.

<sup>7</sup> Portland State University (PSU), Population Research Center, 2023, <https://www.pdx.edu/population-research/>.

**Table 1.4. Age Distribution of Sweet Home<sup>8</sup>**

Age	0 to 4	5 to 19	20 to 24	25 to 44	45 to 64	65 and Over
<b>Population</b>	340 (4%)	1,824 (19%)	466 (5%)	2,356 (24%)	2,775 (29%)	2,002 (21%)

**Table 1.5. Age Distribution of Linn County<sup>9</sup>**

Age	0 to 4	5 to 19	20 to 24	25 to 44	45 to 64	65 and Over
<b>Population</b>	7,658 (6%)	23,688 (19%)	7,246 (6%)	32,409 (26%)	32,572 (26%)	23,643 (19%)

**Table 1.6. Age Distribution of Oregon<sup>10</sup>**

Age	0 to 4	5 to 19	20 to 24	25 to 44	45 to 64	65 and Over
<b>Population</b>	228,314 (6%)	737,402 (18%)	265,800 (6%)	1,154,049 (28%)	1,055,849 (25%)	734,932 (18%)

Sweet Home’s largest percentage of residents are between the ages of 45 to 64 (29%) while the smallest percentage of the population is between ages 0 to 4 (4%). The second largest percentage of residents are people ages 25 to 44 (24%). Linn County largest percentage of residents by age fall between 45 to 64 (26%) while the smallest percentage are ages 20 to 24 (6%). The second largest group are residents ages 25 to 44 (26%). Oregon’s largest percentage of residents are ages 25 to 44 (28%) while the smallest percentage of the population are ages 0 to 4 (6%). The second largest population are people ages 45 to 64 (25%). In comparing all three scales, Sweet Home has similar trends as Linn County with having the highest population in ages 45 to 64 and the second highest population in ages 25 to 44. Sweet Home and Oregon share the lowest percentage of population ages 0 to 4. These trends show a diversified population where various park planning activities are needed to serve a community of all ages.

**Table 1.7. Sweet Home Population by Age Estimate, 2010-2020<sup>11</sup>**

Year	0 to 4	5 to 19	20 to 24	25 to 44	45 to 64	65 and Over
<b>2010</b>	650 (7%)	1,657 (19%)	308 (4%)	2,221 (25%)	2,152 (25%)	1,781 (20%)
<b>2020</b>	340 (4%)	1,824 (19%)	466 (5%)	2,356 (24%)	2,775 (29%)	2,002 (21%)

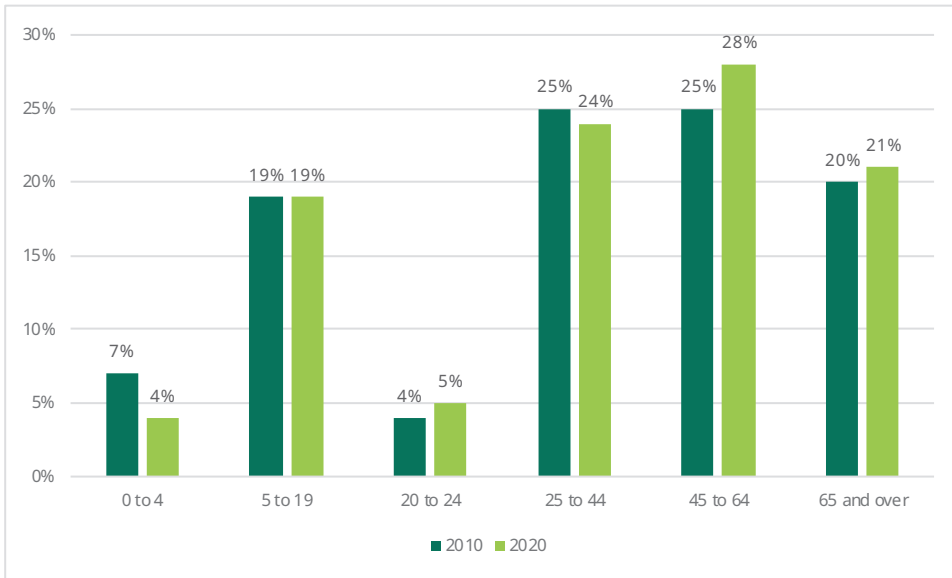
<sup>8</sup> United State Census Bureau, 2023.

<sup>9</sup> United State Census Bureau, 2023.

<sup>10</sup> United State Census Bureau, 2023.

<sup>11</sup> United State Census Bureau, 2021.

Chart 1.1. Sweet Home Population by Age Estimate, 2010-2020<sup>12</sup>



### Race & Ethnicity

The racial composition of Sweet Home has increased in diversity. As shown in Table 1.8, in 2010 93% of the population identified as White alone, while the second largest population was split between individuals who identified as Latinos (5%) and individuals with two or more races (3%). In the 2020 census, 86% of the population identified as White alone, while the second highest population identified as biracial (9%). In 2020, Black Americans, American Indian, Asian, and Native Hawaiian or Pacific Islander residents made up over three percent of the population. In addition, per Table 1.9, residents identifying as Hispanic or Latino increased one percent between 2010-2020 to 6% of the total population. It is likely that Sweet Home, and its surrounding regional community will increasingly diversify over the next 20 years following national, statewide, and regional population trends. Sweet Home will need to adapt its park and recreation facilities to meet the needs of residents from diverse backgrounds.

<sup>12</sup> Portland State University (PSU), Population Research Center, 2021.



**Table 1.8. Racial Composition of Sweet Home, 2010-2020<sup>13</sup>**

	White	Black	American Indian	Asian	Native Hawaiian	Two or More	Some Other Race Alone
<b>2010 Population</b>	8,330 (93%)	23 (.3%)	120 (1%)	72 (1%)	12 (.1%)	267 (3%)	101 (1%)
<b>2020 Population</b>	8,470 (86%)	32 (.3%)	147 (2%)	68 (1%)	13 (.1%)	928 (9%)	170 (2%)
<b>Percent Change</b>	+2%	+39%	+23%	-6%	+8%	+248%	+68%

**Table 1.9. Racial Composition of Hispanic/Latino Identity in Sweet Home, 2010-2020<sup>14</sup>**

	Hispanic Latino
<b>2010 Population</b>	418 (5%)
<b>2020 Population</b>	574 (6%)
<b>Percentage Change</b>	(+37%)

**Table 1.10. Racial Composition of Linn County, 2010-2020<sup>15</sup>**

	White	Black	American Indian	Asian	Native Hawaiian	Two or More	Some Other Race Alone
<b>2010 Population</b>	105,669 (91%)	534 (1%)	1,488 (1%)	1,111 (1%)	162 (.1%)	3,820 (3%)	3,888 (3%)
<b>2020 Population</b>	107,700 (84%)	681 (1%)	1,727 (1%)	1,477 (1%)	295 (.2%)	12,014 (9%)	4,716 (4%)
<b>Percent Change</b>	+2%	+28%	+16%	+33%	+82%	+215%	+21%

<sup>13</sup> United State Census Bureau, 2020.

<sup>14</sup> United States Census Bureau, 2020.

<sup>15</sup> United State Census Bureau, 2020.

**Table 1.11. Racial Composition of Hispanic/Latino Identity in Linn County, 2010-2020<sup>16</sup>**

Hispanic Latino	
<b>2010 Population</b>	9,127 (8%)
<b>2020 Population</b>	12,571 (10%)
<b>Percentage Change</b>	+38%

**Table 1.12. Racial Composition of Oregon, 2010-2020<sup>17</sup>**

	White	Black	American Indian	Asian	Native Hawaiian	Two or More	Some Other Race Alone
<b>2010 Population</b>	3,204,614 (84%)	69,206 (2%)	53,203 (1%)	141,263 (4%)	13,404 (.4%)	144,759 (4%)	204,625 (5%)
<b>2020 Population</b>	3,169,096 (75%)	82,655 (2%)	62,993 (2%)	194,538 (5%)	19,204 (.5%)	443,339 (11%)	265,431 (6%)
<b>Percent Change</b>	-1%	+19%	+18%	+38%	+43%	+206%	+30%

**Table 1.13. Racial Composition of Hispanic/Latino Identity in Oregon, 2010-2020<sup>18</sup>**

Hispanic Latino	
<b>2010 Population</b>	450,062 (12%)
<b>2020 Population</b>	588,757 (14%)
<b>Percentage Change</b>	+31%

In the 2010 census, Sweet Home had a higher demographic of White population (93%) compared to the County (91%) and State (84%) data. In 2020, Sweet Home experienced a decrease in the overall makeup of the largest demographic (White, 86%). Sweet Home also experienced the largest percentage change (+248%) with a population of two or more between 2010 and 2020 compared to County and State. In both 2010 and 2020 Latinos made up the largest minority population across the City, County, and State. Overall, Sweet Home is experiencing an increase in almost all minority populations, following trends at the County and State level. Additionally, between 2010-2020, Sweet Home’s Some Other Race Alone population experienced a higher

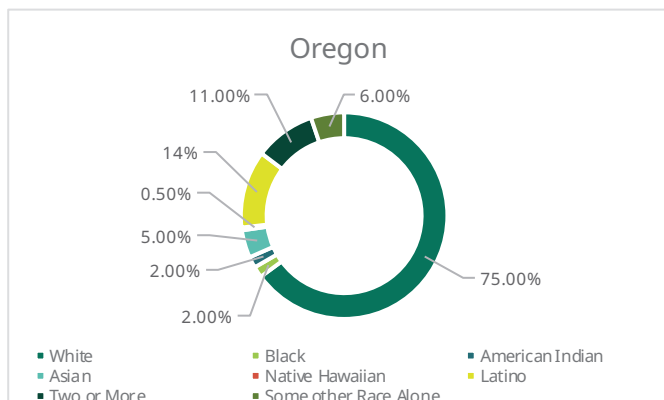
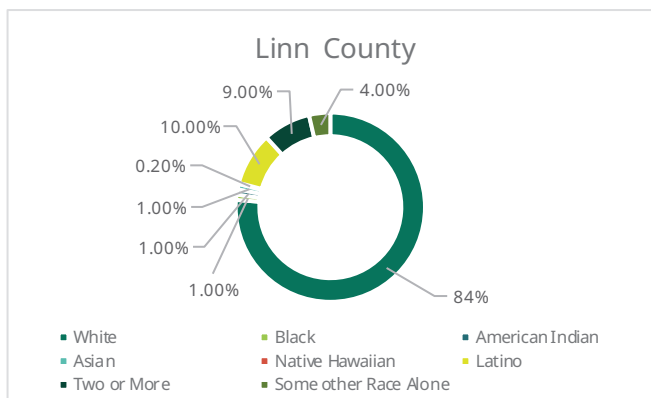
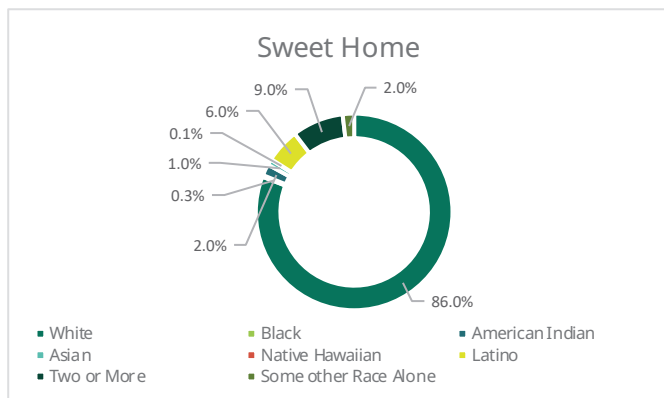
<sup>16</sup> United States Census Bureau, 2020.

<sup>17</sup> United State Census Bureau, 2020.

<sup>18</sup> United States Census Bureau, 2020.

percentage change (+68%) compared to County (+21%) and State (+30%). These trends show growth for a more diversified population where a variety of park planning activities are needed to serve current and future community members.

**Chart 1.2. Racial Composition by City, County, and State, 2020<sup>19</sup>**



<sup>19</sup> United States Census Bureau, 2020.

### Family Makeup

Review of household type, housing tenure, and recent housing construction provides critical information for meeting park and recreation needs. This data assists with planning for the development of new parks and identifying potential funding sources, such as System Development Charges (SDCs). In addition, housing trends provide a snapshot of the type of housing being added to a community, where it is being added, and the type of homes that are being constructed.

In 2020, 67% of Sweet Home households were family households (individuals related by birth, marriage, or adoption) while 33% were non-family households (individuals living alone or with non-relatives). Of this 33% of non-family households, 24% live alone. As shown in Chart 1.6, Sweet Home has similar family occupancy to Linn County, yet more family households (67%) than the state (63%). Sweet Home also has slightly more non-family households than the County (32%), yet less than the State (37%). This percentage of non-family households who live alone highlights opportunities for the City to meet the needs of non-family households, some of which are older residents living alone. The high percentage of family households highlights the need to provide activities and opportunities across a wide age spectrum for families.

**Table 1.14. Makeup of Households, 2020<sup>20</sup>**

	Family	Non-Family
<b>Sweet Home</b>	2,649 (67%)	1,286 (33%)
<b>Linn County</b>	32,784 (68%)	15,506 (32%)
<b>Oregon</b>	1,034,877 (63%)	607,702 (37%)

In 2020, Sweet Home had 3,935 housing units within its city limits. Roughly 60% of residents own their homes, while 40% are renters. As shown in Chart 1.7, overall, Sweet Home had a lesser percentage of owners in comparison to Linn County (66%) and Oregon (63%).

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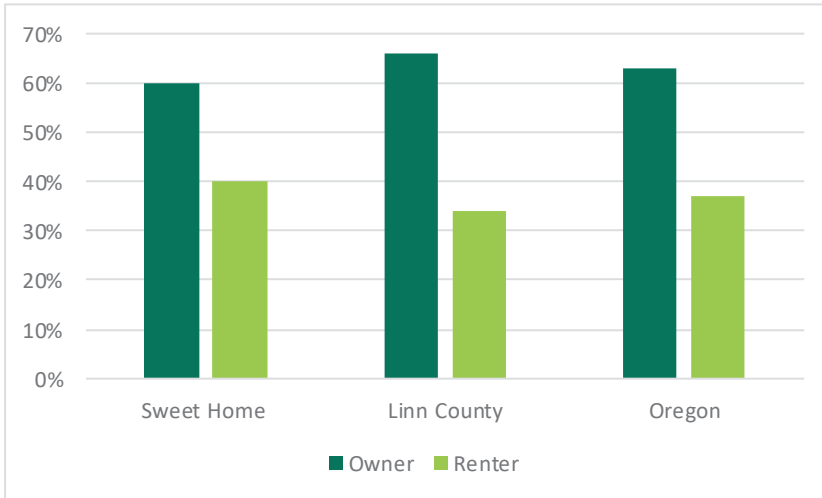
<sup>20</sup> United States Census Bureau, 2020.



**Table 1.15. Housing Tenure, 2020<sup>21</sup>**

	Owner	Renter
<b>Sweet Home</b>	60%	40%
<b>Linn County</b>	66%	34%
<b>Oregon</b>	63%	37%

**Chart 1.3. Housing Tenure City, County, and State, 2020<sup>22</sup>**



### Residential Building Permits

Evaluating the residential growth of Sweet Home is useful in determining park system priorities and improvements. Residential building permits have fluctuated over the last couple of years but the permits issued last year in 2022 (45 permits) reflect a 40% increase from 2020 (32 permits). This may indicate an increase in residential development in Sweet Home and the potential for residential development to remain elevated in the coming years.

**Table 1.16 Recent Residential Development Permits Per Year<sup>23</sup>**

Residential building permits	
<b>2020</b>	32
<b>2021</b>	47
<b>2022</b>	45

<sup>21</sup> United States Census Bureau, 2020.

<sup>22</sup> United States Census Bureau, 2020.

<sup>23</sup> City of Sweet Home, 2023.

## ECONOMIC ANALYSIS

### Income

A community’s support of, desire for, and willingness to pay for park and recreation services are directly related to the strength of its economic base. Understanding the economic characteristics of Sweet Home is a critical step in determining priorities for park and recreation services. This understanding will also aid the City in preparing grants and applying for alternate funding sources to help pay for park projects. Table 1.17 presents income and poverty information for Sweet Home, Linn County, and Oregon in 2020.

**Table 1.17. Income and Poverty; Sweet Home, Linn County, and Oregon, 2020<sup>24</sup>**

	Sweet Home	Linn County	Oregon
<b>Median Household Income</b>	\$45,424	\$59,547	\$65,667
<b>Median Family Income</b>	\$52,246	\$68,860	\$80,630
<b>Per Capita Income</b>	\$20,539	\$27,820	\$35,393
<b>Percent of Families below Poverty Level</b>	9.6%	7.6%	7.8%
<b>Individuals 18 and older below Poverty Level</b>	23.8%	13%	13%

In 2020, Sweet Home’s median household income (\$45,424), median family income (\$52,246), and per capita income (\$20,539), were lower than both Linn County and Oregon. Sweet Home also has a higher percentage of families living below the poverty level (9.6%) than Linn County (7.6%) and Oregon (7.8%). The percentage of individuals 18 and over living below the poverty level is greater in Sweet Home (24%) than in Linn County (13%) and Oregon (13%). Poverty and income are important considerations in the parks planning process, as they influence residents’ willingness and ability to pay for higher levels of service and new facilities.

## EDUCATION ANALYSIS

### Attainment

The educational attainment of its residents also influences a community’s economic base. Understanding the educational background in Sweet Home helps further understand economic factors. Table 1.18 presents educational attainment for Sweet Home, Linn County, and Oregon in 2020.

In 2020, 58% of adult residents in Sweet Home had a high school diploma, and 5% had a bachelor’s degree or higher, the latter of which is lower than both Linn County and Oregon. High school diploma attainment was higher in Sweet Home (58%) compared to Linn County (46%) yet lower than the State (66%). Educational attainment and subsequent earning potential are important considerations in the parks planning process, as they influence residents’ ability to pay for higher service levels and new park facilities.

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<sup>24</sup> Source: United States Census Bureau, 2020.

**Table 1.18. Educational Attainment; Sweet Home, Linn County, and Oregon, 2020<sup>25</sup>**

Educational Attainment	Sweet Home	Linn County	Oregon
<b>High School Diploma</b>	58%	46%	66%
<b>Bachelor's Degree or Higher</b>	5%	14%	25%

## TRANSPORTATION ANALYSIS

### Commuting

Understanding Sweet Home's access to public parks via public or personal transportation is a critical step in determining priorities for accessibility to parks and recreational services. This understanding will also aid the City in preparing grants and applying for alternate funding sources to help pay for park projects. Table 1.9 presents commuting characteristics for Sweet Home, Linn County, and Oregon in 2020.

When comparing residents across the City, County, and State, 44% of residents in Sweet Home 16 years and over live in households with access to 3 or more vehicles, which is less than Linn County (46%), and more than Oregon (37%). Sweet Home had the highest percentage with access to at least 1 vehicle (23%), behind Linn County (16%), and Oregon (20%). Most Sweet Home residents have access to a vehicle, yet it is important to recognize the need to have accessible green spaces within walking distance for those who do not have means of transportation.

**Table 1.19. Commuting Characteristics; Sweet Home, Linn County, and Oregon, 2020<sup>26</sup>**

Commuting Characteristics	Sweet Home	Linn County	Oregon
<b>No Vehicle Available</b>	2%	1%	3%
<b>1 Vehicle Available</b>	23%	16%	20%
<b>2 Vehicles Available</b>	32%	36%	40%
<b>3 or More Vehicles Available</b>	44%	46%	37%

**Table 1.20. Disability Statistics; Sweet Home, Linn County and Oregon, 2020<sup>27</sup>**

Health	Sweet Home	Linn County	Oregon
<b>Ambulatory Difficulty</b>	13%	9%	7%
<b>Cognitive Difficulty</b>	16%	8%	6%
<b>Hearing Difficulty</b>	8%	6%	5%

<sup>25</sup> Source: United States Census Bureau, 2020.

<sup>26</sup> Source: United States Census Bureau, 2020.

<sup>27</sup> Source: United States Census Bureau, 2020.

Vision Difficulty	5%	3%	2%
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### Disability Analysis

Understanding the status of disability in Sweet Home compared to Linn County and Oregon is an important factor that should be analyzed to best accommodate and provide adequate and accessible outdoor spaces. This understanding can also aid the City in preparing grants and applying for alternate funding sources to help pay for more accessible amenities. For this analysis, four disability categories were examined to understand the level of need for more inclusive design and planning efforts: ambulatory, hearing, vision, and cognitive. Ambulatory difficulty is defined as someone who has difficulty walking or climbing stairs.<sup>28</sup> Cognitive difficulty is defined as someone with serious difficulty concentrating, remembering, or making decisions because of physical, mental, or emotional conditions.<sup>29</sup> Hearing difficulty is defined as someone who experiences serious difficulty hearing. And vision difficulty is defined as someone who experiences blindness or difficulty seeing, even when wearing glasses.<sup>30</sup> Chart 1.8 represents disability characteristics for Sweet Home, Linn County, and Oregon from the 2020 American Community Survey.

Within the disability statistics profile, Sweet Home exceeded both Linn County and Oregon in all four categories (ambulatory, cognitive, hearing, and vision). The greatest disabilities present in Sweet Home are ambulatory (13%) and cognitive (16%) difficulty. Given the high percentages of individuals experiencing disabilities in Sweet Home, there is a high priority to accommodate and create public spaces that are inclusive and accessible.

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<sup>28</sup> United States Census Bureau, 2020.

<sup>29</sup> United States Census Bureau, 2020.

<sup>30</sup> United States Census Bureau, 2020.





**D**

**Level of Service**

## Sweet Home Park System Master Plan

**To:** Blair Larsen, Community and Economic Development Director  
Angela Clegg, Tourism and Economic Development Coordinator  
Diane Golden, Associate Planner

**From:** Colin McArthur, Elizabeth Auvil

**Date:** May 14, 2024

**Subject:** Park System Level of Service and Benchmarks **DRAFT**

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### OVERVIEW

The National Recreation and Park Association (NRPA) publishes an annual report summarizing key findings on benchmarks that evaluate an agency's performance, including park system level of service. Two benchmarks measure level of service by reporting the **ratio of residents per park** and the **acres of park land per 1,000 residents**. **Miles of trail per park system population** is a third benchmark to measure a trail system's level of service. Together, these benchmarks provide multiple lenses for viewing the current level of service and exploring potential service gaps in the City of Sweet Home's park system.

### LEVEL OF SERVICE

The City owns six developed parks, two special use facilities and one trail facility, totaling approximately 86.73 acres of land and 1.3 miles of trails. In addition, the City owns four undeveloped sites with potential for park uses. These undeveloped properties are planned to be developed as three mini parks and one regional park. When evaluating the level of service for a park system, developed mini, community, and neighborhood parks are included. Sweet Home has four developed neighborhood parks, and one developed community park.

The 2023 population estimate for Sweet Home is 10,028<sup>1</sup>. Since the Plan is intended to guide the City park system planning for the next 20 years, all population projections provide service analysis extrapolated to 2043. This analysis identifies current service needs, as well as the potential needs for a changing future population.

### RESIDENTS PER PARK

The ratio of residents per park is calculated based on the current population estimate (10,028 people) and the number of existing neighborhood and community park properties (5 park properties). Based on this equation, the ratio of residents per park in Sweet Home is 2,005 residents per park.

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<sup>1</sup> 2023 Certified Population Estimates, Portland State University (PSU) Population Research Center, 2023.

For this benchmark, a ratio of fewer residents per park (or a ratio close to the lower quartile) is preferred, meaning there are fewer residents per park compared to similarly sized jurisdictions. A ratio with a greater number of residents per park (or a ratio close to the upper quartile) means there are more residents per park compared to similarly sized jurisdictions. In Table A, Sweet Home’s ratio is compared to national ratios for jurisdictions surveyed with populations having less than 20,000 residents to provide a viable comparison. The national ratios are present in the median, lower quartile, and upper quartile of jurisdictions surveyed.

As shown in Table A, the ratio of residents per park is slightly lower than the national upper quartile ratio. **The residents per park ratio shows that Sweet Home residents have fewer parks to visit than similarly sized jurisdictions.**

**Table A. Residents Per Park**

	Number of Residents	Residents Per Park	Comparison
<b>Sweet Home</b>			
	10,028	2,005	-
<b>NRPA Review of Similarly Sized Agencies</b>			
<b>Median</b>	-	1,225	780
<b>Lower Quartile</b>	-	666	1,339
<b>Upper Quartile</b>	-	2,042	-37

Projecting and evaluating the ratio of residents per park in the future is also beneficial to ensure the ability to maintain an appropriate level of service over time. Census data from the Population Research Center at Portland State University (PSU) shows the population growth rate in Sweet Home was 10% between 2010-2020<sup>2</sup>. Population is expected to increase by 9.8% between 2023-2040. Annually, Sweet Home’s population is expected to grow at an average rate of 0.5%. To accommodate this growth, Sweet Home will need to expand the number of developed parks it owns and operates. The number of parks needed to at least maintain the current level of service over the next 20 years, with the forecasted population increases, is calculated in Table B.

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<sup>2</sup> Populations for Oregon and Its Counties and Incorporated Cities and Towns, 2022 Annual Oregon Population Report Tables, Portland State University (PSU) Population Research Center, 2023.

**Table B. Residents Per Park Projection**

Year	Population	Ratio of Residents per Park Without Additional Parks	# of Additional Parks Needed to Maintain Current Ratio	Median	Lower Quartile	Upper Quartile
2023	10,028	2,005	-	1,225	666	2,042
2025	10,146	2,029	0.06	1,225	666	2,042
2030	10,455	2,091	0.2	1,225	666	2,042
2035	10,759	2,152	0.4	1,225	666	2,042
2040	11,010	2,202	0.5	1,225	666	2,042
2043	11,175	2,235	0.6	1,225	666	2,042

Table B shows the ratio of residents per park will increase as the population increases if no additional parks are added to the park system. **To address population growth and maintain the ratio of residents per park, the City will need to develop 0.6, or more, of new parks in the next 20 years.**

**ACRES OF PARK LAND PER 1,000 RESIDENTS**

The ratio of acres of park land per 1,000 residents is calculated based on the developed acreage of neighborhood and community park land (26.15 acres) and the current population estimate divided by 1,000 (10.03). Based on this equation, the acres of park land per 1,000 residents in Sweet Home is 2.6 acres per 1,000 residents.

For this benchmark, a higher ratio of acres per resident (or a ratio close to the upper quartile) is preferred, meaning there are more acres per resident than similarly sized jurisdictions. The lower the ratio (or a ratio close to the lower quartile), the fewer acres per 1,000 residents.

In Table C, Sweet Home’s ratio is compared to national ratios for jurisdictions surveyed with populations less than 20,000 residents. The national ratios are presented as the median, lower quartile, and upper quartile of jurisdictions surveyed. Table C shows the ratio of acres of park land per 1,000 residents is lower than the national lower quartile ratio. **The acres of park land per 1,000 residents ratio shows that currently Sweet Home offers significantly less acres of park land than a similarly sized jurisdiction.**



**Table C. Acres of Park Land Per 1,000 Residents**

	Population	Ratio (Acres of Park Land / 1,000 Residents)	Comparison
<b>Sweet Home</b>			
	10,028	2.6	-
<b>NRPA Review of Similarly Sized Agencies</b>			
<b>Median</b>	-	13	-10.4
<b>Lower Quartile</b>	-	6	-3.4
<b>Upper Quartile</b>	-	21.1	-18.5

Assessing the ratio of acres of park land per 1,000 residents in the future is also beneficial to ensure an appropriate level of service over time. Sweet Home is expected to increase in population over the next 20 years. To accommodate this growth, the acreage of parks owned by the City will need to increase to continue to provide a similar level of service. The amount of additional park acreage needed to maintain the current level of service over the next 20 years with forecasted population increases is calculated in Table D.

Without adding developed park land to the system, the ratio of acres of park land per 1,000 residents will decrease as the population increases. Therefore, the City will need to increase the amount of park acreage over time to maintain, or improve, the current level of service. **Maintaining the current level of service with the anticipated population growth can be addressed by the development of approximately 0.75 acres of park land every five years.** Assuming no additional development over the next 20 years, Sweet Home will continuously be below the lower quartile ratio. Additional acres can be developed if the City wants to increase the level of service.

**Table D. Acres of Park Land Per 1,000 Residents Projection**

Year	Population	Ratio (Acres of Park Land / 1,000 Residents)	# of Additional Acres Needed to Maintain Current Ratio	Median	Lower Quartile	Upper Quartile
2023	10,028	2.6	-	13	6	21.1
2025	10,146	2.6	0.4	13	6	21.1
2030	10,455	2.5	1.0	13	6	21.1
2035	10,759	2.4	1.8	13	6	21.1
2040	11,010	2.4	2.5	13	6	21.1
2043	11,175	2.3	2.9	13	6	21.1

**MILES OF TRAIL PER PARK SYSTEM POPULATION**

NRPA also provides benchmarks for walking, running, hiking, and/or biking trails. Most park agencies provide trails as part of their park system. Sweet Home’s developed trail miles are lower than the lower quartile, median, and upper quartile. City agencies usually provide fewer miles of trail than County agencies. However, Linn County facilities with trails are not located near the Sweet Home UGB. Sweet Home can develop additional trails to increase the level of service to meet the median or lower quartile benchmarks.

**Table E. Miles of Trail Per Park System Population**

	Miles of Trail	Comparison
<b>Sweet Home</b>		
	1.3	-
<b>NRPA Review of Similarly Sized Agencies</b>		
<b>Median</b>	4	-2.7
<b>Lower Quartile</b>	2	-0.7
<b>Upper Quartile</b>	10	-8.7

**LEVEL OF SERVICE FINDINGS**

With Sweet Home’s current level of service and expected population growth, anticipating the impacts on level of service benchmarks is important to understand. The analysis shows that both ratios of residents per park and acres of parkland per 1,000 residents can be maintained or enhanced through the development of undeveloped park sites.

To maintain the current ratio of residents per park, **Sweet Home will need to acquire and develop approximately 1 park in the next 20 years.** To maintain the current level of service at **2.6 acres of park land per 1,000 residents for a projected 2043 population of 11,175 residents will require that the City acquire and develop 3 acres of park land. Expanding the trail system can improve the ratio of miles of trail.** Developing 1 mile of trail brings the City’s level of service above the lower quartile, and 3 miles of trail will surpass the median level of service.



# E

## Needs Assessment

## Sweet Home Park System Master Plan

**To:** Blair Larsen, Community and Economic Development Director  
Angela Clegg, Tourism and Economic Development Coordinator  
Diane Golden, Associate Planner

**From:** Colin McArthur, Elizabeth Auvil, Victor Garcia

**Date:** May 22, 2024

**Subject:** **Needs Assessment Report**

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### OVERVIEW

Assessing park system needs involves a comprehensive evaluation of existing park facilities, level of service, demographics, population projections, community outreach findings, and current trends and demands in park and recreation. This assessment allows park providers to plan for facilities and services that meet and exceed user expectations. The assessment includes a review of current sports and activities in Sweet Home, which corresponds to national and state recreation user trends and community outreach feedback. The City does not currently offer recreational programs or services and does not operate a community center for youth and adults. However, a City-owned facility near Sankey Park is a senior center for older adults. The facility is also the location of the Boys and Girls Club of the Greater Santiam. Several City park facilities support recreational activities, particularly the community's cornerstone park, Sankey Park, which offers a variety of facilities and recent improvements such as two playgrounds, walking paths, bathrooms, and a BMX track.

Additional parks provide playground structures and swing sets, an outdoor open basketball court, tennis and racquetball courts, a boat ramp, a community garden, horseshoe pits, an exercise station, walking paths, picnic areas, seating, restrooms, and a dog park. The community also has a small skate park. Other access to fitness and recreational activities are available at nearby County parks, Army Core of Engineers facilities, and a private gym and fitness center.

### RECREATION DEMAND

Data on current facilities and recreation priorities were collected from the City, park site visits, stakeholder interviews, pop up events and an online survey. State and national park and recreation user trends were informed by data from NRPA, National Federation of State High School Associations, Sports and Fitness Industry Association, and the Oregon Park and Recreation Department's Statewide Comprehensive Outdoor Recreation Plan.



## NATIONAL RECREATION PARTICIPATION

The National Recreation and Park Association (NRPA) is a nonprofit organization dedicated to advancing and promoting parks and recreation. NRPA advocates for public parks, open spaces, and recreational opportunities. Annually, NRPA conducts a survey to gain better insight into park usage among individuals across the country.

NRPA's 2023 Engagement with Parks Report highlights that 7 in 10 residents in the U.S. can walk to at least one park or recreation facility, and residents who view parks as inclusive are twice as likely to use them regularly.<sup>1</sup> 66% of survey respondents reported their **top activity or destinations are local parks, a playground, a dog park, or any open space**. 47% of participants favor **hiking, biking and walking trails**. 30% choose to **play basketball, golf, tennis or another sport with family or friends**. **Visiting an indoor facility**, like an aquatic, recreation, or senior center, had similar popularity, with 28% of respondents favoring those activities.<sup>2</sup>

### Participation in High School Sports

The National Federation of State High School Associations records competitive high school sports participation. Their most recent summary documents participation in the 2022-2023 school year. Nationally, boys' sports programs with the greatest number of participants are football, track and field, basketball, baseball, and soccer. Sports programs for girls with the highest participation are track and field – outdoor, volleyball, soccer, basketball, and softball - fast pitch.<sup>3</sup>

In the 2022-2023 academic year, Oregon ranked 32<sup>nd</sup> in high school athletic participation. The state had 98,059 students involving 54,954 boys and 43,105 girls.<sup>4</sup> Below is the breakdown of sports and participation numbers:

#### Boys' participation:

- Football: 10,713
- Track and Field (Outdoor): 9,830
- Basketball: 7,614
- Soccer: 6,826
- Baseball: 5,752
- Cross Country: 3,423
- Wrestling: 2,965
- Tennis: 2,188
- Swimming and Diving: 1,905
- Golf: 1,790

#### Girls' participation:

- Volleyball: 7,648
- Track and Field (Outdoor): 6,988
- Basketball: 5,487
- Soccer: 5,398
- Softball (fast pitch): 4,260
- Tennis: 3,161
- Competitive Spirit: 2,617
- Cross Country: 2,300
- Swimming and Diving: 2,171
- Golf: 1,054
- Wrestling: 889

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<sup>1</sup> National Parks and Recreation Association. "2023 Engagement with Parks Report." 2023. <https://www.nrpa.org/publications-research/research-papers/Engagement/>

<sup>2</sup> National Parks and Recreation Association. "2023 Engagement with Parks Report"

<sup>3</sup> National Federation of State High School Associations. "High School Athletics Participation Survey 2022-2023". 2023. [https://members.nfhs.org/participation\\_statistics](https://members.nfhs.org/participation_statistics)

<sup>4</sup> National Federation of State High School Associations. "High School Athletics Participation Survey 2022-2023".

### Participation in Youth Team Sports

In 2022, the Sports and Fitness Industry Association (SFIA) reported team sports saw an increase in 2021 to 68.3 million participants, but participation is still lower than the 70.8 million youth participating in sports in 2019. Sports participation increased for youth ages 6 to 12, which may indicate long-term involvement in sports and recreation activities. The most popular sport for 6-year-old youth is soccer. The youth team sport with the most participation in the U.S. is basketball. Team sports that saw the greatest increase in participation are fast-pitch softball, gymnastics, court volleyball, and swimming.<sup>5</sup>

### Growing Fitness Participation

SFIA reported in 2023 that participation in fitness in the U.S. is at the highest level in recent years. 10.4 million more people participated in fitness activities in 2022 than in 2017, consistently growing each year. Overall, 67% of people in the U.S. participate in a fitness activity. With 155.5 million participants, more people than ever participate in running and/or walking as a fitness activity. Other aerobic activities, including gym equipment workouts, kickboxing, and Pilates, saw the largest increases between 2021 and 2022.<sup>6</sup> Pickleball is the nation's fastest-growing sport and had almost 9 million participants in 2022. The Pacific Region had 1.5 million participants. According to SFIA, most participants were between the ages of 25-34, the second highest age ranges of participants was a tie between 18-24 and 65+.<sup>7</sup>

## STATE AND REGIONAL PARTICIPATION AND NEEDS

To better understand recreation needs, the Oregon Park and Recreation Department (OPRD) publishes the Statewide Comprehensive Outdoor Recreation Plan (SCORP) every five years. The SCORP currently identifies the following key issues for local governments and park providers to consider when making planning and policy decisions:

### A Rapidly Aging Population

By 2030, more than 27% of Oregonians over the age of 60.<sup>8</sup> Participation in recreation activities usually tends to decrease in older age groups, however the aging Boomer generation is unique as their recreation habits tend to remain steady even as they age. Oregon's park and recreation providers will need additional data to understand the net effect of aging Boomers on parks, but they can encourage the health of older adults by providing robust recreation opportunities.

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<sup>5</sup> Sports & Fitness Industry Association. "SFIA's Trends In Team Sports Report Shows Positive Trends In Participation And Highest Number Of 6-To-12-Year-Old Participants In Five Years." 2022 December 22. <https://sfia.org/resources/sfias-trends-in-team-sports-report-shows-positive-trends-in-participation-and-highest-number-of-6-to-12-year-old-participants-in-five-years/>

<sup>6</sup> Sports & Fitness Industry Association. "SFIA's Tracking The Fitness Movement Report Sees Increase In Number Of Americans Working Out" 2023 September 28. <https://sfia.org/resources/sfias-tracking-the-fitness-movement-report-sees-increase-in-number-of-americans-working-out/>

<sup>7</sup> Sports and Fitness Industry Association. "Pickleball sees unprecedented growth: Will require 25,000 courts built, \$900 million investment to keep up with demand." 2023 August 11. <https://sfia.org/resources/pickleball-sees-unprecedented-growth-will-require-25000-courts-built-900-million-investment-to-keep-up-with-demand/>

<sup>8</sup> Oregon Park and Recreation Department. "Oregon Statewide Comprehensive Outdoor Recreation Plan 2019-2023." 2018. <https://www.oregon.gov/oprd/PRP/Pages/PLA-scorp.aspx>

### **An Increasingly Diverse Population**

By the year 2030, Oregon's two fastest growing minority groups, Hispanics and Asians, will represent over 32% of the state's population.<sup>9</sup> Minorities are less likely than whites to participate in outdoor recreation in the U.S. As a result, these under-represented populations forego the health and social benefits of outdoor recreation, while park service providers often overlook ways to welcome these populations into their facilities. As Oregon's population changes, it is critical to understand the constraints that limit different ethnic and racial groups from participating in outdoor recreation activities, and how to overcome these barriers.

### **Lack of Youth Engagement in Outdoor Recreation**

Youth in Oregon are participating less in outdoor recreation due to increased urbanization, reduced free time, more single-parent households, and a growing affinity for electronic activities. Analysis of past SCORP survey results indicates that participation in traditional outdoor activities like picnicking, fishing, motor boating, and hunting has dramatically decreased. Research has shown people who do not participate in outdoor recreation in their youth are less likely to participate as adults. There are also serious long-term health implications resulting from a disconnect from recreation and nature.

### **Underserved Low-Income Populations and Outdoor Recreation**

Despite the median household income in Oregon being closely aligned with the median income in the U.S., there are significant segments of the population living in poverty. In 2016, 15.7% of Oregonians were living with household incomes below the poverty threshold. This has jumped from 11.6% in 2000. More than 1 in 5 people living in poverty are children. Minorities are also more affected by poverty than whites. Poverty rates are between 26.1%-32.5% for African Americans, Native Hawaiian or Pacific Islanders, Hispanics or Latino, and American Indian and Alaska Native while only 13% of whites experience poverty.<sup>10</sup> Lower-income individuals are less likely to participate in outdoor recreation activities and exercise, mainly for cost barriers and safety concerns. Top priorities to serve low-income populations are to provide free activities and well-maintained parks to promote inclusion and safety.

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<sup>9</sup> Oregon Park and Recreation Department. "Oregon Statewide Comprehensive Outdoor Recreation Plan 2019-2023."

<sup>10</sup> Oregon Park and Recreation Department. "Oregon Statewide Comprehensive Outdoor Recreation Plan 2019-2023."

**Health Benefits of Physical Activity**

Lack of physical activity and poor diet are known as two high-risk factors for mortality, and approximately 17% of Oregon adults are not physically active or exercise outside of work activities. When evaluated on federal guidelines for aerobic and muscle strength, 60% of Oregon adults met aerobic activity standards, and 30% met the muscle strength standards. Only 23% of Oregon adults met both standards. Residents’ physical activity and health are most impacted by the social, economic, and physical conditions of their environment.<sup>11</sup> Parks and recreation facilities effectively prompt new behaviors and habits, which can improve physical health over time.

Additionally, the SCORP conducts a county-based recreational needs assessment using two distinct methods. The first method surveys Oregon’s public recreation providers. The second method surveys residents statewide. Residents are asked to rank a list of priority activities. Results from this assessment are detailed in Tables A, B, C, and D.<sup>12</sup>

**Table A. Linn County Recreational Needs**

	Linn County Need Public Recreation Provider		Statewide Need Oregon Resident		Statewide Rural Need Oregon Resident	
<b>Close-To-Home Priorities</b>	Children’s playgrounds and play areas built with manufactured structures like swing sets, slides, and climbing apparatuses	4.0	Dirt/other soft surface walking trails and paths	3.71	More restrooms	3.63
	Picnicking/ day use and facilities	3.88	More restrooms	3.62	Public access sites to waterways	3.57
	Trails connected to public lands	3.63	Children’s playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	3.54	Dirt/other soft surface walking trails and paths	3.55
	-	-	Nature and wildlife viewing areas	3.52	Picnic areas & shelters for small visitor groups	3.50
	-	-	Public access sites to waterways	3.52	Children’s playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	3.48

<sup>11</sup> Oregon Park and Recreation Department. “Oregon Statewide Comprehensive Outdoor Recreation Plan 2019-2023.”

<sup>12</sup> Oregon Park and Recreation Department. “Oregon Statewide Comprehensive Outdoor Recreation Plan 2019-2023.”



<b>Dispersed- Area Priorities</b>	Connecting trails into larger trail systems	4.60	Dirt/other soft surface walking trails and paths	3.68	Public access sites to waterways	3.63
	Day-use hiking trails	4.60	Nature and wildlife viewing areas	3.65	More restrooms	3.59
	Group campgrounds and facilities	4.60	More restrooms	3.59	Dirt/other soft surface walking trails and paths	3.55
	-	-	Public access sites to waterways	3.57	Nature and wildlife viewing areas	3.51
	-	-	More places and benches to observe nature and others	3.36	Picnic areas and shelters for small visitor groups	3.37

Children’s playgrounds, picnicking/day use and facilities, and trails connected to public lands are a priority for Linn County park providers. Oregon’s statewide residents and statewide rural residents both included soft surface walking trails and paths, more restrooms, children’s playgrounds, and public access to waterways in their top five priorities. The statewide population also identifies nature and wildlife viewing areas as a priority, while statewide rural populations identify picnic areas and shelters for small groups as a priority.

**Table B. Comparison of Statewide Rural Need – Oregon Resident**

	<b>Latino Rural Need Oregon Resident</b>		<b>Families with Children Rural Need Oregon Resident</b>		<b>Low Income Rural Need Oregon Resident</b>	
<b>Close-To- Home Priorities</b>	More restrooms	4.07	Children’s playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	4.01	More restrooms	3.92
	More shaded areas	3.88	More restrooms	3.75	Picnic areas and shelters for small visitor groups	3.78
	Children’s playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	3.84	Children’s playgrounds and play areas built with manufactured structures like swing sets, slides, and climbing apparatuses	3.67	Nature and wildlife viewing areas	3.63
	More places and benches to observe nature and others	3.84	Picnic areas and shelters for small visitor groups	3.66	Public access sites to waterways	3.63
	Picnic areas and shelters for small visitor groups	3.79	Dirt/ other soft surface walking trails and paths	3.59	Dirt/other soft surface walking trails and paths	3.62
	More restrooms	3.93	More restrooms	3.65	More restrooms	3.80

<b>Dispersed-Area Priorities</b>	More shaded areas	3.81	Public access sites to waterways	3.58	Public access sites to waterways	3.73
	More places and benches to observe nature and others	3.74	Dirt/ other soft surface walking trails and paths	3.54	Nature and wildlife viewing areas	3.71
	Picnic areas and shelters for small visitor groups	3.58	Children’s playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	3.51	Dirt/ other soft surface walking trails and paths	3.71
	Picnic areas and shelters for large visitor groups	3.56	Picnic areas and shelters for small visitor groups	3.49	More places and benches to observe nature and others	3.59

The Hispanic/Latino statewide rural population’s priorities mostly overlapped with the statewide rural population, except they identified more shaded areas and more places and benches to observe nature and others in their top five priorities. They also included picnic areas and shelters for large groups as a priority, which was unique when compared to the other rural population group priorities. The low-income statewide rural population priorities also overlapped with the statewide rural population for the most part, except they prioritized nature and wildlife viewing areas in their top five priorities. Families with children emphasized a need for children’s playgrounds, but their other identified needs overlapped with other Oregon residents surveyed.

**Table C. Comparison of Statewide Rural Need, Young Old and Middle Old– Oregon Resident**

	Statewide Rural Need Young Old Oregon Resident		Statewide Rural Need Middle Old Oregon Resident	
<b>Close-To-Home Priorities</b>	More restrooms	3.65	More restrooms	3.49
	Public access sites to waterways	3.65	More places and benches to observe nature and others	3.37
	Dirt/other soft surface walking trails and paths	3.60	Security cameras in key places	3.37
	Picnic areas and shelters for small visitor groups	3.46	Picnic areas and shelters for small visitor groups	3.31
	Nature and wildlife viewing areas	3.42	Nature and wildlife viewing areas	3.29
<b>Dispersed-Area Priorities</b>	Public access sites to waterways	3.82	More restrooms	3.60
	Dirt/other soft surface walking trails and paths	3.71	More places and benches to observe nature and others	3.41
	Nature and wildlife viewing areas	3.68	Security cameras in key places	3.36
	More restrooms	3.64	Nature and wildlife viewing areas	3.33
	Picnic areas and shelters for small visitor groups	3.38	Picnic areas and shelters for small visitor groups	3.22

Young old (ages 60-74 years old) and middle old (ages 75-84 years old) statewide rural populations overlap with the statewide rural population in terms of their top priorities. The young old population overlapped the most with only one unique priority: nature and wildlife viewing areas. The middle old population only had two overlapping priorities with the statewide rural population (more restrooms and picnic areas, and shelters for small visitor groups). They diverged when they identified nature and wildlife viewing areas (which was also a priority for the young old population), security cameras, and more places and benches to observe nature and others.

Restrooms, picnic areas, water access, trails, and opportunities to observe nature and wildlife were common priorities among all population groups. Unique priorities include benches for young, old, and middle-old residents and more shade and picnic areas for large groups of Latino residents.

**Table D. Statewide Accessibility Accommodation Priorities – Oregon Resident**

Statewide Accessibility Accommodation Priorities Oregon Resident
More accessible paved trails
More benches along trails
Rehabilitation of a recreation area or facility which does not meet access requirements of the ADA
More accessible parking
Public transportation to parks

When asked about accessibility, Oregon residents emphasized two areas of need: trail experiences and transportation. Residents want to see more paved trails that are accessible, and trails furnished with benches. They also want more accessible transportation-related to park visits including accessible parking areas and public transportation to park system facilities. They also want inaccessible park facilities to be improved and compliant with ADA requirements.

## OUTREACH SUMMARY

Between August and December 2023, Cameron McCarthy (CM) engaged with residents and stakeholders in Sweet Home through a community outreach process. Several outreach methods were used, including stakeholder interviews, pop-up events at community gatherings, and an online survey. Summaries of key findings are provided below.

## STAKEHOLDER INTERVIEWS

The City of Sweet Home and Cameron McCarthy developed a list of seven stakeholders to interview in the fall of 2023. Phone interviews recorded each stakeholder's background and community involvement, and their feedback on current park facilities and their priorities. Stakeholders also shared their perspective on current and future parks system needs. Stakeholders represented the following businesses, organizations, and local government bodies:

- Sweet Home Senior Center
- Steelhead Fitness
- Casa de Reyes
- Boys and Girls Club of the Greater Santiam
- Sweet Home City Manager Office
- Sweet Home Park and Tree Committee
- Sweet Home Beautification Committee

### Stakeholder Interview Findings

- Stakeholders perceived **a lack of parking and the houseless population as the greatest barriers** to park use. **A lack of signage, ADA access**, and development were also barriers.
- Most stakeholders mentioned that **development of existing parks is an important issue. Lack of development was associated with a perception of low park usage.**
- The **east and north parts of town were identified as underserved** areas.
- Most stakeholders indicated **park maintenance was good**. A few perceived park maintenance to be adequate or unsatisfactory.
- **Amenities at Sankey Park are highly regarded by stakeholders**. It is seen as a great example of the potential improvements at other City parks.
- **Support of a park district tax was mixed**. Almost half of stakeholders support funding a park district and almost half are unsure about how they feel about costs associated with a park district.
- **Top park needs were playgrounds, new sidewalks, covered spaces, ADA improvements and gathering spaces.**

## POP UP EVENTS

Two pop-up events were held at Sankey Park during the summer and fall of 2023. The first event was held alongside a public library summer reading event, and the second event took place at the Harvest Festival. Between the two events, the team engaged with over 200 participants.

### Pop-Up Event Findings

- Park amenities most important to participants or their households are **water play (splash pad), water recreation, unpaved trails, mountain biking trails, bike park, nature playground, dog park, and children's playground**. Amenities are listed in order of popularity and combine results from both events. If the nature and children's playground amenities are combined, it would be the second most popular amenity after water play (splash pad). Detailed results are available in the Pop-Up Events Summary.
- Participants are interested in **hiking trails/trails, campgrounds, playground, water fountain, bike trails and dog park at Quarry Park**.



- **The east side of town was most frequently identified as an area in need of parks.** Locations congregated around 47<sup>th</sup> Avenue and ranged between north and south of Main Street.
- **A few participants shared their perceived barriers to park use.** Most barriers related to park facilities—either **the lack of facilities, the condition or the lack of accessibility.** Limited parking was also mentioned and a perception of feeling unsafe or unwelcome.
- Only a few participants commented on top actions for the City in the next 10 years, but **upgrading existing facilities** and **building parks in underserved neighborhoods** were the two highest-ranking choices of the participants who shared their top priorities.

## ONLINE SURVEY

From October 2023 through January 2024, an online survey was available for Sweet Home residents. The survey provided an opportunity to reflect on current park facilities and suggest improvements. The input collected through the survey is a critical step in developing a park plan that responds to community needs.

### Survey Methodology

Qualtrics was utilized as the survey platform. The 27-question survey was available in English and Spanish. City staff distributed the survey on the official City website and Facebook page. Additionally, the School District shared the survey link on their Facebook page. The survey was open for approximately 3 months.

The survey received 74 responses, although about half of respondents did not complete every question. As the survey was not administered using a random sample, the responses should not be viewed as directly representative of all Sweet Home residents. However, it does provide valuable insight into the preferences of some residents who utilize the park system.

The survey included several sections, including existing conditions and future improvements to the park system. Survey questions inquired about the use of park facilities, underserved populations, levels of satisfaction with current park facilities and maintenance, and levels of importance of park facilities. Respondents were also asked to share their priorities for the City in the next ten years and their vision of an accessible and inclusive park system.

### Online Survey Findings

#### Existing Conditions

Most survey participants (97%) have visited a park in Sweet Home in the last 12 months. The top two reasons residents use parks are for play (47%) and exercise (46%). Other top park uses include entertainment (City events) (38%), parties/group gatherings (30%), and dog walking (23%). Organized sports were the least reported use (19%). Park visits most often occur in small groups of 3-5 individuals (47%). 11% of respondents reported visiting parks in groups of two people.

Participants shared their level of satisfaction or dissatisfaction with the quality of park facilities and structures. 88% are satisfied or somewhat satisfied with Sankey Park facilities. Parks with the highest facilities dissatisfaction (including “Somewhat Dissatisfied” and “Dissatisfied”) are Strawberry Park (33%), Skate Park (27%), Northside Park (26%), and Hobart Natural Area (21%).

Respondents were asked about their level of satisfaction with park maintenance at each park. 70% of survey participants are satisfied or somewhat satisfied with the maintenance of Sankey Park. Parks with the highest maintenance dissatisfaction are Hobart Natural Area (21%), Northside Park (21%), Strawberry Park (18%), and South Hills Trail (18%).

### **System Improvements**

70% of respondents indicated the City needs additional parks or recreational facilities. Elders and seniors (65+) were most frequently reported as an underserved population in Sweet Home (15 responses). People with disabilities, teenagers and young children were the next most frequently reported underserved population (13 responses each). To better serve these populations, participants most frequently identified playground and athletic improvements, skate park improvements, and paths and spaces that are accessible for people with mobility devices.

Respondents ranked the importance of potential future outdoor park facilities to them or their households. The top **five facilities that ranked as “High Importance – I feel improvement or addition of this type of facility should be a high priority”** were **children’s playground** (23 responses), **covered play areas** (22 responses), **paved trails** (21 responses), **nature playground** (21 responses), and **water play or splash pad** (20 responses).

Participants were also asked to indicate if they support the establishment of a park district, vehicle fees and/or park entrance fees as additional funding sources. **Responses from participants were mixed. Establishing a park district received the most support (11 responses), but nine write-in comments advocated for no increase in fees or funding.** There was very little support for vehicle parking or park entrance fees (1 response each).

The **community vision shared by survey participants included two broad themes: a variety of recreation options that consider the interests and needs of everyone and access to park spaces and equipment** (e.g., paved trails, equipment for people with disabilities, multilingual signage, etc.). Several mentions of specific facilities include sports facilities, paths and trails, diverse play equipment, gathering spaces for picnics, diverse events hosted by the City, natural areas, wide sidewalks, ramps, (facilities with) braille, and ADA fishing access points.

Survey respondents were also asked to help the City prioritize one action to focus on in the next 10 years. **29% of respondents would like the City to prioritize upgrading existing facilities and equipment. 18% of respondents would like the City to prioritize building parks in neighborhoods not highly served by parks.**

## FINDINGS

This assessment accounts for park and recreation trends at the national, state, and county levels and for community needs shared by residents during the outreach process. It also draws on data and findings from the community profile and the park system inventory.

### GROWTH AND LEVEL OF SERVICE

Sweet Home is predicted to grow steadily alongside other jurisdictions in the region. Population growth in Sweet Home impacts the level of service and influences community needs in the next twenty years. To maintain or improve the level of service and anticipate community needs, the **City can address growth with improvements to existing parks and expansion of park acreage and the overall number of parks.**

#### Top Needs and Priorities

Sweet Home and Linn County's largest age group is ages 45-64. As this demographic ages, and assuming their priorities continue to be similar to current SCORP data, improving facilities in demand by that demographic is appropriate. SCORP data for statewide rural need young old Oregon residents' (ages 60-74) **top priorities are restrooms, waterway access, soft surface trails and paths, picnic areas and shelters for small group gatherings and wildlife/nature viewing areas.**

These park priorities overlap with the top priorities of three other demographic groups in the SCORP: rural residents identifying as Latino, families with children, and low income. **Two additional top priorities** for Latinos, families with children, and low-income residents were (1) shaded areas and (2) children's playgrounds—both manufactured structures with swing, slide, and climbing options and play areas with natural materials such as logs, water, sand, boulders, hills, and trees.

Many of these priorities were reiterated as high priorities by a broader group of residents in Sweet Home during the outreach process. **Children's playgrounds and trails (paved or unpaved) or improved sidewalks** were highly important in all outreach methods. **Covered spaces** or covered play, water play or **splash pad, and nature playgrounds** were highly important in two out of three methods. **Mountain biking trails, water recreation and access, bike park, dog park, gathering spaces, and ADA improvements** were other highly important facilities in one of the outreach methods.

Survey participants also shared their vision of a future park system, and two themes emerged: a variety of **recreation options that appeal to a diverse demographic of age, race, and abilities**, and **enhanced accessibility to park spaces and equipment**. Common examples included multilingual signage, ADA-accessible parking, routes and facilities, and amenities that people of different ages, races, and abilities can and want to use.

**Upgrading existing facilities and equipment at existing parks was the most popular top priority for the City** in the next 10 years. The **next highest-ranking priority was building parks in neighborhoods not highly served by parks** (outreach data show residents identified those areas as east and northeast neighborhoods).

## CONCLUSION

The needs assessment identifies key community needs in the coming years and decades. Park and recreation opportunities and physical activity have a significant impact on community health. Research shows parks and recreation investments are a strategy for disease prevention. Research from Oregon State University shows increasing the levels of physical activity can save hundreds of thousands of dollars, if not millions, each year.<sup>13</sup> Closely examining the high-priority park facilities voiced by Sweet Home residents and comparing that data with broader trends is a strategy to identify specific actions and projects that can encourage physical activity and aim to improve health long term.

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<sup>13</sup> Randall S. Rosenberger, Tara Dunn. Oregon State University Department of Forestry. "Oregon Outdoor Recreation Metrics: Health, Physical Activity, and Value" 19 November 2018





# F

## Stakeholder Interviews & Pop Up Events

## City of Sweet Home Parks System Master Plan

**To:** Blair Larsen, Community & Economic Development  
Angela Clegg, Associate Planner/Tourism & Economic Development Coordinator

**From:** Colin McArthur, Victor García, Elizabeth Auvil

**Date:** October 13, 2023

**Subject:** **Stakeholder Interviews Memorandum**

### INTRODUCTION

As part of the community involvement and outreach phase of the Sweet Home Park System Master Plan, Cameron McCarthy conducted various types of outreach, including stakeholder interviews. Below is a list of stakeholders developed by Cameron McCarthy and City staff. The purpose of these interviews is to gather more specific perspectives from community members and organizations about park system needs, desired improvements, and resources they might have to offer. These phone interviews documented the stakeholders' backgrounds and park system-related feedback. Stakeholders affirmed which aspects of the park system they use and shared suggestions for current and future park needs.

### STAKEHOLDER LIST

Names	Organization/Role
Dave Trask	Park and Tree Committee
Patty Holk	Beautification Committee
Dawn Mitchell	Sweet Home Senior Center
Dave Bauer	Steelhead Fitness
Cesar Reyes	Casa de Reyes
Kelcey Young	City Manager
Courtney Paul	Director of Development at Boys and Girls Club of the Greater Santiam

### KEY THEMES

The list that follows is a summary of park system needs that were identified by the stakeholders. The needs include park improvements, an increased number of parks, maintenance, accessibility, and the City's communication and relationship with the local community.

### NEEDS

The list that follows is a summary of park system needs that were identified by the stakeholders. The needs include park improvements, an increased number of parks, maintenance, accessibility, and the City's communication and relationship with the local community.

- Increase parking availability.
- Install inclusive, accessible play equipment.
- Implement clear wayfinding signage for parks and trails.

- Improve park connectivity.
- Ensure equitable park access for all residents.
- Create versatile gathering spaces with shelters and picnic areas.
- Enhance park aesthetics and appeal.
- Develop diverse youth-friendly and adult-oriented activity areas.
- Address the need for parks in the east part of town.
- Introduce water recreational options (splash pads, river access).
- Include passive activity spots like benches and scenic areas.
- Establish a year-round community event facility.
- Improve restroom access.
- Activate Quarry Park for community use.
- Activate Quarry Park.

#### Accessibility

- Improve accessibility to parks (ADA accessible trails and paths).
- Install inclusive playground equipment.
- Provide parking for accessibility.
- Improve connectivity within the park system and trail system.
- Establish safe access points to water.

#### Maintenance

- Increase maintenance crew size.
- Upgrade park structures.

#### Communication

- Create partnerships with local businesses for park events.
- Revamp website for better accessibility.
- Engage directly with the community.
- Distribute newsletters via mail for wider reach.

#### Park district tax / grant opportunities

- Assess district structure.
- Develop Quarry Park restoration plan.
- Research federal and state funding opportunities.
- Identify and utilize fire break grants.
- Pursue trail development grants.

**APPENDIX A: Stakeholder Interview Notes**

Name: Courtney Paul  
Organization/Role: Development Director of Boys and Girls Club Greater Santiam  
Date: 09/06/2023

**1) Please briefly describe your role in the community, and how you relate to the parks system either individually or through your position.**

I'm the Development Director of the Boys and Girls Club in the greater Santiam area. Kids attend Sweet Home's school district.

**2) Why do you visit parks and how often do you visit?**

Have visited them for a long time as a kid, lived near Ashbrook Park. Kids are now older and will walk to that park to play weather dependent on weather. Sankey Park is also a destination.

**3) Do you see any barriers to access that prevent residents from using the parks as much as they would like to?**

There are plenty of parks but there is a lack of development. Having better parking and access to parking.

**a) Does the distribution of parks meet community needs?**

No, a lot of the parks have been neglected for a long time. If there could be amenities that are more tailored to kids, this would attract more kids.

**b) Are any communities or neighborhoods underserved by parks?**

North side part of town is underserved by parks.

**c) Are there any environmental issues related to accessing parks, for example, unsafe streets or sidewalks?**

Parking by Ashbrook is dangerous. There is not a formalized sidewalk, and traffic can be unpredictable.

**d) Are park facilities adequately equipped to serve people of all ages and abilities?**

No. Parks are currently tailored for smaller aged children. There could be more courts and foursquare. Things that attract more teenagers.

**4) Are there any features, services, or activities that you would like to see added to the parks in Sweet Home?**

Courts, musical and interactive play structures, and more fun structure to run and play on. It would be nice to have a bicycle pump track.

**5) Are you satisfied with the current level of maintenance at parks facilities?**

Not currently satisfied with the maintenance.

**6) Given limited funding, how would you like to see the City allocate money: new facilities, maintenance of existing facilities, etc.?**

It would be awesome if there was a formalized walking trail loop so that you keep an eye on your kids. It would be nice to implement over by the river.

**7) Do you have suggestions for new sources of funding for park improvements, operations, and maintenance?**

**8) Would you be open to a park district tax or park utility fee to provide funding for the park system?**

Would be open to it. There are also grants out there. Oregon community foundation.

**9) How do you learn about City of Sweet Home activities/programs/events? (For example, social media, emails, newspapers, etc.)**

Sweet Home's Chamber of Commerce, social media Facebook. Sweet Home community foundation board.

**a) Do you have any suggestions for how the City of Sweet Home could improve communication, specifically around parks and recreation? N/A**

**10) What do you love most about Sweet Home's park system?**

Love that a lot of parks are close to water. It gives kids an opportunity to get outside.

**11) What do you see as the biggest challenges in Sweet Home's park system?**

Underdevelopment.

**12) What would your ideal citywide park system look like?**



Nice asphalt, walking trails, fun structures for kids of all ages, courts, slabs for kids to play slam ball. A gazebo, bicycle pump (bend has one), nature play. Perhaps it could be designated and programmed. It would be nice to have them developed since it is a public space.

Name: Dawn Mitchell  
Organization/Role: Executive Director of the Senior Center  
Date: 07/12/2023

**1) Please briefly describe your role in the community, and how you relate to the parks system either individually or through your position.**

Executive Director of the Sweet Home Senior Center, which also operates the public transportation system. Run the commuter bus run in Lebanon, Albany, and the local bus that runs in Sweet Home. Also a volunteer on the board of Directors of the Sweet Home Fire District.

**2) Why do you visit parks and how often do you visit?**

Live out of town and use Sunnyside Park for the boat launch of a kayak. Use County parks more frequently. Use to take the kids when they were little to Cascade State Park because of its proximity to home.

**3) Do you see any barriers to access that prevent residents from using the parks as much as they would like to?**

Homeless population

**a) Does the distribution of parks meet community needs?**

Overall, yes.

**b) Are any communities or neighborhoods underserved by parks?**

Overall, there is good access.

**c) Are there any environmental issues related to accessing parks, for example, unsafe streets or sidewalks?**

Ashbrook Park could potentially have improvements to have ADA accessibility.

**d) Are park facilities adequately equipped to serve people of all ages and abilities?**

Sankey Park has done a great job. Would like to better understand what the demand for it is in Sweet Home and to what extent does the city provide amenities that are inclusive and accessible for folks with disabilities.

**4) Are there any features, services, or activities that you would like to see added to the parks in Sweet Home?**

No.

**5) Are you satisfied with the current level of maintenance at parks facilities?**

Maintenance is good.

**6) Given limited funding, how would you like to see the City allocate money: new facilities, maintenance of existing facilities, etc.?**

Equipment for teenagers.

**7) Do you have suggestions for new sources of funding for park improvements, operations, and maintenance? Would you be open to a park district tax or park utility fee to provide funding for the park system?**

Have good faith in Kelcey. Theres federal funding, and state funding.

**8) Would you be open to a park district tax or park utility fee to provide funding for the park system?**

Depends on the structure. But would not like the City to charge at the gate for people to use the public space.

**9) How do you learn about City of Sweet Home activities/programs/events? (For example, social media, emails, newspapers, etc.)**

Chambers of Commerce, and social media. The newspaper also does advertising, and also word of mouth.

**a. Do you have any suggestions for how the City of Sweet Home could improve communication, specifically around parks and recreation?**

It could be improved. Perhaps posting in the post office is an idea, or even doing a newsletter and putting it in the mailbox.

**10) What do you love most about Sweet Home's park system?**

Like that they're there. Also enjoy the additions of Sankey Park and the feeling of safety while being there.

**11) What do you see as the biggest challenges in Sweet Home's park system?**

Funding. And drug use.

**12) What would your ideal citywide park system look like?**

Enough parks for the number of residents that live in sweet home, have a bathroom, and parking, have age appropriate aged structures. Have spots that would also attract the teenage population. Also areas or structures with picnic tables, and a gazebo or areas with shaded areas would be nice for birthday parties. Also a nice big spot where transportation buses could pull up safely for loading zone.

Name: Dave Trask

Organization/Role: Park and Tree Committee

Date: 08/23/2023

**1) Please briefly describe your role in the community, and how you relate to the parks system either individually or through your position.**

City Councilor for 11 years.

**2) Why do you visit parks and how often do you visit?**

Go down to parks occasionally.

**3) Do you see any barriers to access that prevent residents from using the parks as much as they would like to?**

Signage and wayfinding, and the connection between them.

**a. Does the distribution of parks meet community needs?**

Focus on upper Sankey and working on Northside.

**b. Are any communities or neighborhoods underserved by parks?**

Yes. They need something on the east side of town, closer to foster closer to 47<sup>th</sup> and 49<sup>th</sup>.

**c. Are there any environmental issues related to accessing parks, for example, unsafe streets or sidewalks?**

Sankey is on 14<sup>th</sup> and Long St. Around Northside Park there are no sidewalks. The road that runs from east to west needs to be connected. Quarry Park also needs accessibility to be able to access it. Lack of parking and utilities.

**d. Are park facilities adequately equipped to serve people of all ages and abilities?**

Sankey Park is great! It is concrete and is very accessible. Quarry can have bathrooms. Northside has bathrooms, but they need to be upgraded. Ashbrook Park needs to be renovated, Strawberry Park needs better access, Holbrook is overgrown.

**4) Are there any features, services, or activities that you would like to see added to the parks in Sweet Home?**

Playground upgrades in Ashbrook and Strawberry Park. The upper bike park at Sankey Park is a priority and really like the one in Redmond. There is a request for a basketball park, the boardwalk in Holbrook, Ashbrook needs a bathroom. Strawberry Park has possibilities, but it needs a better drainage system, and it could be a possibility for future fields such as baseball and soccer. Access to river on Northside. There are environmental concerns with the rise of the river.

**5) Are you satisfied with the current level of maintenance at parks facilities?**

Yes. Public works is great!

**6) Given limited funding, how would you like to see the City allocate money: new facilities, maintenance of existing facilities, etc.?**

The biggest priority is upper Sankey Park. And ADA access to the upper Sankey Park.

**7) Do you have suggestions for new sources of funding for park improvements, operations, and maintenance?**

There is an existing cooperation with people donating grants,

**8) Would you be open to a park district tax or park utility fee to provide funding for the park system?**

There have been talks about that but not sure if the community would be behind that.

- 9) **How do you learn about City of Sweet Home activities/programs/events? (For example, social media, emails, newspapers, etc.)**  
Chamber of Commerce, Angela takes care of the Harvest Festival. Facebook, in the local newspaper,  
a. **Do you have any suggestions for how the City of Sweet Home could improve communication, specifically around parks and recreation?**  
Facebook is a strong resource.
- 10) **What do you love most about Sweet Home's park system?**  
Sankey Park. It is clean, no vandalism.
- 11) **What do you see as the biggest challenges in Sweet Home's park system?**  
The biggest challenge is money.
- 12) **What would your ideal citywide park system look like?**  
Adding more parks in new development areas. Quarry Park has lots of potential and do a bandstand for the Jamboree.

Name: Patty Holk  
Organization/Role: Beautification Committee  
Date: 08/25/2023

- 1) **Please briefly describe your role in the community, and how you relate to the parks system either individually or through your position.**  
Sweet Home Beautification (Committee) project, they are under the Park and Tree Committee.
- 2) **Why do you visit parks and how often do you visit?**  
Frequent Clover Park. It is the most accessible.
- 3) **Do you see any barriers to access that prevent residents from using the parks as much as they would like to?**  
Parking, Clover Park is limited to parking and it is the entrance park to the City, other parks have ample parking.  
a. **Does the distribution of parks meet community needs?**  
Yes.  
b. **Are any communities or neighborhoods underserved by parks?**  
Far eastern part of town.  
c. **Are there any environmental issues related to accessing parks, for example, unsafe streets or sidewalks?**  
No.  
d. **Are park facilities adequately equipped to serve people of all ages and abilities?**  
Yes.
- 4) **Are there any features, services, or activities that you would like to see added to the parks in Sweet Home?**  
Parks could use better gathering places such as benches, things that attract children. It would have play area. Good bathrooms that are easy to maintain.
- 5) **Are you satisfied with the current level of maintenance at parks facilities?**  
Maintenance is doing good.
- 6) **Given limited funding, how would you like to see the City allocate money: new facilities, maintenance of existing facilities, etc.?**  
That the amenities are brought up to better standards. When you add things and don't maintain them the money is not worth the investment.
- 7) **Do you have suggestions for new sources of funding for park improvements, operations, and maintenance?**  
Clover Park might have water issues to look at.
- 8) **Would you be open to a park district tax or park utility fee to provide funding for the park system?**  
Open to it but the money would have to responsibly used. There have been talks about that but not sure if the community would be behind that.
- 9) **How do you learn about City of Sweet Home activities/programs/events? (For example, social media, emails, newspapers, etc.)**

Newspaper, computer, and attending committee meetings, chambers of commerce.

- a) **Do you have any suggestions for how the City of Sweet Home could improve communication, specifically around parks and recreation?**

Going to the source of people that have the information that you're looking for.

- 10) **What do you love most about Sweet Home's park system?**

That they have a lot of parks in such a small area, they are beautiful and inviting. They provide opportunities.

- 11) **What do you see as the biggest challenges in Sweet Home's park system?**

Finish park projects instead of having incomplete parks. Also having more maintenance crew people.

- 12) **What would your ideal citywide park system look like?**

Have what the community needs, that offers a great community center area, desirability. Sankey Park does a good job being the hob.

Name: Dave Bauer

Organization/Role: Steelhead Fitness

Date: 07/05/2023

- 1) **Please briefly describe your role in the community, and how you relate to the parks system either individually or through your position.**

Member of Chamber of Commerce, board of CIP committee approval board

- 2) **Why do you visit parks and how often do you visit?**

Use parks for fitness classes, Sankey Park is the closest. Other parks are undeveloped with grass being dry and not much amenities to offer. Haven't toured parks in like a year.

- 3) **Do you see any barriers to access that prevent residents from using the parks as much as they would like to?**

Not aware of any barriers

- a. **Does the distribution of parks meet community needs?**

Yes, don't know how well used they are. Not real inviting.

- b. **Are any communities or neighborhoods underserved by parks?**

Perhaps not the northeast, but they do have access to the lake and a park.

- c. **Are there any environmental issues related to accessing parks, for example, unsafe streets or sidewalks?**

Not aware of any.

- d. **Are Park facilities adequately equipped to serve people of all ages and abilities?**

N/A

- 4) **Are there any features, services, or activities that you would like to see added to the parks in Sweet Home?**

Missing covered spaces, to do things year-round.

- 5) **Are you satisfied with the current level of maintenance at parks facilities?**

Hard to say. But with Sankey Park they're making improvements. And there is room for improvement, they could've done a better job with ground improvements for grass open areas.

- 6) **Given limited funding, how would you like to see the City allocate money: new facilities, maintenance of existing facilities, etc.?**

Making family friendly spaces. Sankey is great for family and event friendly.

- 7) **Do you have suggestions for new sources of funding for park improvements, operations, and maintenance?**

No suggestions.

- 8) **Would you be open to a park district tax or park utility fee to provide funding for the park system?**

The downside of fees is that they shy people from using these spaces.

- 9) **How do you learn about City of Sweet Home activities/programs/events? (For example, social media, emails, newspapers, etc.)**

N/A



- a. **Do you have any suggestions for how the City of Sweet Home could improve communication, specifically around parks and recreation?**

Chamber of Commerce, Facebook. Partner with the local movie theater perhaps?

- 10) **What do you love most about Sweet Home's park system?**

Attention to the improvement of the parks, love Sankey Park and the mature trees. Hoping to build on this momentum.

- 11) **What do you see as the biggest challenges in Sweet Home's park system?**

Money, and community support.

- 12) **What would your ideal citywide park system look like?**

Parks that are sizable, small events with covered spaces, with grass that is watered, safe spaces for kids to play.

Name: Cesar Reyes

Organization/Role: Owner of Casa de Reyes restaurant

Date: 08/21/2023

- 1) **Please briefly describe your role in the community, and how you relate to the parks system either individually or through your position.**

Sweet Home resident and restaurant owner. Use the parks with the family.

- 2) **Why do you visit parks and how often do you visit?**

Visits them for their children and for his dog that he takes on walks. Visits them 4 times a week. Sankey Park is the preferable park. He loves the newer structures and is more family friendly. The games are new. Their children use the games, and the trails.

- 3) **Do you see any barriers to access that prevent residents from using the parks as much as they would like to?**

Right now, there are no problems, but before there were a lot of homeless people

- a) **Does the distribution of parks meet community needs?**

Yes, there are even parks that are not visited a lot.

- b) **Are any communities or neighborhoods underserved by parks?**

There are enough established parks, but the play structures are neglected. The slides are broken at Northside Park.

- c) **Are there any environmental issues related to accessing parks, for example, unsafe streets or sidewalks?**

No.

- d) **Are Park facilities adequately equipped to serve people of all ages and abilities?**

Northside Park needs more games, Sankey Park is well equipped.

- 4) **Are there any features, services, or activities that you would like to see added to the parks in Sweet Home?**

Would like to implement a splash pad.

- 5) **Are you satisfied with the current level of maintenance at parks facilities?**

Yes.

- 6) **Given limited funding, how would you like to see the City allocate money: new facilities, maintenance of existing facilities, etc.?**

More maintenance and renovation of the park structures in the existing park system.

- 7) **Do you have suggestions for new sources of funding for park improvements, operations, and maintenance?**

Collaborate with the community and businesses.

- 8) **Would you be open to a park district tax or park utility fee to provide funding for the park system?**

No because the taxes they are already paying from business are already quite high, and paying in person to use the park would not be right.

- 9) **How do you learn about City of Sweet Home activities/programs/events? (For example, social media, emails, newspapers, etc.)**

Newspaper and Facebook

- a) **Do you have any suggestions for how the City of Sweet Home could improve communication, specifically around parks and recreation?**  
Perhaps flyers and distribute them through businesses.
- 10) **What do you love most about Sweet Home's Park system?**  
Love Sankey Park and its remodel and maintenance.
- 11) **What do you see as the biggest challenges in Sweet Home's Park system?**  
Renovating the remaining parks.
- 12) **What would your ideal citywide park system look like?**  
It would be the same system that is being applied to Sankey Park but for the rest of the park system.

Name: Kelcey Young  
Organization/Role: City Manager  
Date: 09/07/2023

- 1) **Please briefly describe your role in the community, and how you relate to the parks system either individually or through your position.**  
City Manager of the City. Attend multiple committee meetings and hold with the community. Get a lot of input that way. She is also a mother. 8 and 14 are the age of her children, one of them is special.
- 2) **Why do you visit parks and how often do you visit?**  
Work related is there for events. Personally, there all the time for recreational activities, such as soccer. At personal you enjoy kayaking and water access, But not accessible yet.
- 3) **Do you see any barriers to access that prevent residents from using the parks as much as they would like to?**  
Yes. A lot of the parks don't have ADA compliance. Where there is compliance, for example Sankey does but doesn't have equipment with ADA. Half the city has access to parks while the east has no access to parks.
- 4) **Does the distribution of parks meet community needs?**  
No. It doesn't. There is a lot of new housing coming on the east side of town.
- a) **Are any communities or neighborhoods underserved by parks?**  
Yeah. East part of town specially but also Strawberry and Clover Park are technically a park but they are not very functional.
- b) **Are there any environmental issues related to accessing parks, for example, unsafe streets or sidewalks?**  
Yes. Need more sidewalks in the city. In the neighborhood. Need path systems, trails.
- c) **Are park facilities adequately equipped to serve people of all ages and abilities?**  
No parks that are fully equipped.
- d) **Are there any features, services, or activities that you would like to see added to the parks in Sweet Home?**  
No parks that are fully equipped.
- 5) **Are you satisfied with the current level of maintenance at parks facilities?**  
What exists is maintained well. Sankey Park looks great. Northside is getting there.
- 6) **Given limited funding, how would you like to see the City allocate money: new facilities, maintenance of existing facilities, etc.?**  
Would like to see more parks on the east side of town. Sankey Park is beautiful the way it is. It would be nice to see more smaller parks spread out.
- 7) **Do you have suggestions for new sources of funding for park improvements, operations, and maintenance?**  
Look at fire breaks around the community. That can help clear parts of the city to create potential lots for more parks. Also need to look at Quarry Park as a restoration area. Also need to look for trail grants.
- 8) **Would you be open to a park district tax or park utility fee to provide funding for the park system?**  
Yes. For developers there can be a tax break.
- 9) **How do you learn about City of Sweet Home activities/programs/events? (For example, social media, emails, newspapers, etc.)**

Facebook and Newspaper.

**a) Do you have any suggestions for how the City of Sweet Home could improve communication, specifically around parks and recreation?**

Need to update website and have more partnerships.

**10) What do you love most about Sweet Home's park system?**

Funding and unified clear direction. There's lots of interest on personal levels. Oversight structure.

**11) What do you see as the biggest challenges in Sweet Home's park system?**

Funding and unified clear direction. There's lots of interest on personal levels. Oversight structure.

**12) What would your ideal citywide park system look like?**

4 parks on east, trail, and bike system connecting parks. Recreational water access, and more playgrounds for all abilities and ages. Being able to have fitness stations would be nice.

## Sweet Home Park System Master Plan

**To:** Blair Larsen, Community and Economic Development Director  
Angela Clegg, Associate Planner

**From:** Colin McArthur, Elizabeth Auvil, Victor García, Grace Graham

**Date:** November 3, 2023

**Subject:** **DRAFT Summer Reading Program and Harvest Festival Pop Up Events Summary**

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### OVERVIEW

This memo documents the results and summarizes the key takeaways from two public outreach pop up events in Sweet Home. The first event was held alongside a public library summer reading event at Sankey Park on August 11, from 9:30 a.m. to 12 p.m. The second event took place at the Harvest Festival in Sankey Park on October 6, from 11:00 a.m. to 4 p.m. These outreach events were designed to gather input from residents including adults, and families with parents/guardians and children. Between the two events, the team engaged with over 200 participants.

### ACTIVITIES AND APPROACH

At the events, the team displayed six poster boards providing an opportunity for the community to share their input about amenity preferences, park distribution, barriers to park access, and a top priority for the park system and future development ideas at Quarry Park. Staff engaged in informal conversations and encouraged participants to share feedback primarily with sticky dots and sticky notes. The team wrote down key verbal feedback as well. All outreach content was provided in English and Spanish. Participants were provided with snacks and beverages.

### KEY TAKEAWAYS

Participants voted on which park amenities are most important to them or their household. Combining feedback from both events, the park amenities with the most votes are shown below.

- Water play (splash pad) (81 votes)
- Water recreation (38 votes)
- Unpaved trails (32 votes)
- Mountain biking trails (28 votes)
- Bike park (26 votes)
- Nature playground (25 votes)
- Dog park (21 votes)
- Children's playground (21 votes)



At the summer reading event, the team engaged with approximately 30 individuals including parents/guardians and children. Participants were most supportive of **water play (splash pad), children’s playgrounds, nature playgrounds, paved trails, and water recreation.**

The team engaged with approximately 175 individuals including parents, children, and adults at the Harvest Festival. At this event, participants were most supportive of **water play (splash pad), water recreation, mountain biking trails, unpaved trails, and a bike park.**

Participants also suggested ideas for future development at the Quarry Park site. The most frequently shared ideas for Quarry Park were **hiking trails/trails, campgrounds, playground, water fountain, bike trails and dog park.**

**The east side of town was most frequently identified as an area in need of parks.** Locations congregated around 47<sup>th</sup> Avenue, north and south of Main Street.

There was less consensus around barriers to park access. Feeling unsafe or unwelcome and lack of facilities each received 2 votes. Additionally, conditions of facilities, not accessible, barriers to access, too far away, and limited parking all received one vote each.

**Upgrading existing facilities and equipment** and **building parks in neighborhoods not highly served by parks** were the two highest choices when participants were asked to identify one action for the City to prioritize in the next 10 years. Both received two votes.

## **SUMMER READING PROGRAM EVENT DETAILED RESULTS**

### ***Potential Park Amenities at Undeveloped Quarry Park Site***

Board one provided an opportunity for participants to write down their ideas for future park amenities development at Quarry Park.

#### Comments

- Trails/running trail by river (1)
- Dog/children’s area (1)
- Splash pad (1)
- Designated event space (1)

### ***Highly Important Park Facilities***

Boards two, three and four included park amenity and facility images and asked participants to vote on the images in response to the question, “which park facilities are highly important to you or your household?”. Space was also provided for participants to provide comments.

Water play (splash pad) was the most desired amenity, followed by children’s playground, nature playground, paved trails and water recreation. The amenities with the least amount of interest were baseball, football, tennis, pickleball, and softball. The total votes and comments are below.

**Table 1.1 Highly Important Park Facilities**

Amenities	Votes
<b>Water Play (Splash Pad)</b>	24
<b>Children’s Playground</b>	13
<b>Nature playground</b>	9
<b>Paved Trails</b>	8
<b>Water Recreation</b>	8
<b>Public Art (Murals)</b>	7
<b>Natural Areas</b>	7
<b>Unpaved Trails</b>	7
<b>Covered Play Areas</b>	5
<b>Community Garden</b>	5
<b>Private Event Space</b>	4
<b>Dog Park</b>	3
<b>Outdoor Fitness Equipment</b>	3
<b>Soccer</b>	3
<b>Bike Park / Bicycle Pump Track</b>	3
<b>Wildlife Viewing Areas</b>	3
<b>Mountain Biking Trails</b>	2
<b>BBQ Cooking Areas</b>	2
<b>Picnic Pavilions and Shelters</b>	2
<b>Performance Venue</b>	2
<b>Basketball</b>	2
<b>Disc Golf</b>	2
<b>Baseball</b>	1
<b>Football</b>	1
<b>Tennis</b>	0
<b>Pickleball</b>	0
<b>Softball</b>	0

Comments

- Swings (5)
- Nature play areas (1)
- Restrooms (1)
- Water fountains (1)
- Paved trail at river (1)
- Rail trails (1)
- More than the urban paved trail by the library (1)
- Access to playground (that is) age appropriate (1)
- Water play, splash pad (3, included in table above)
- Natural areas (1, included in table above)
- Paved trails (1, included in table above)
- Unpaved trails (1, included in table above)

General park system comments

- Access to park near airport (1)
- More sidewalks (1)

***Existing Park System and Areas in Need of Parks***

Board five requested participants share their perspective on the existing park system with written comments, and place dots on a park system map in response to the question, “*where are parks needed?*”. Three dots were placed on the existing park system map identifying areas in need of parks.

Identified Areas

- In the vicinity of 47<sup>th</sup> Ave and Airport Road (3)

Comments

- A park near airport side of town (2)
- 18<sup>th</sup> and north of main (1)

General park system comments

- Signage (1)
- Renovating Ashbrook’s playground (1)
- Pool (1)
- Trees and children’s play near Evergreen and Strawberry Park (1)
- Sankey Park is great (1)

***Park Barriers and Top Park System Priority for the Next 10 Years***

Board six posed two questions to participants: “*what are the main reasons you or those in your household DO NOT use a park or recreation facility?*” and, “*if you had to prioritize ONE action for the city to focus on in the next 10 years, which of the following actions would you choose?*” Participants could place a dot next to the provided responses under question. The table below documents their votes on each question.

**Table 1.2 Park Barriers**

Park Barriers (Reasons for not using a park facility)	Votes
Feel unsafe or unwelcome	1
Lack of facilities	1
Conditions of facilities	0
NOT accessible (ADA accommodations—accessible surfaces, seating, parking, etc.)	0
Barriers to access (highway/busy roads, lack of sidewalks or trails, train tracks, disconnected street grid)	0
Lack of transportation options (including car, bus, bicycling, and/or walking)	0
Park or facility hours don't work with my schedule (work, school, caregiving, etc.)	0
Don't know where parks are located	0
Too far away	0
Too crowded	0
Limited parking	0
Don't have time	0
Would rather do something else	0
Other (please describe)	0

**Table 1.3 Top Priority**

Top Priority (One action for the City to prioritize in the next 10 years)	Votes
Upgrading existing facilities and equipment	1
Building parks in neighborhoods not highly served by parks	1
Providing better ongoing maintenance of existing facilities and equipment	0
Building new parks and new recreational facilities	0
Improving parking (cars and bikes)	0
Improving security	0
Other (please describe)	0

## HARVEST FESTIVAL EVENT DETAILED RESULTS

The same board materials were used at both the Summer Reading Program and the Harvest Festival events. The following presents the feedback heard and documented at the Harvest Festival.

### *Potential Park Amenities at Undeveloped Quarry Park Site*

More participants shared verbal and written feedback about Quarry Park at the Harvest Festival. The community expressed a sense of attachment and familiarity to the site, drawing on personal knowledge and insights. It was mentioned that ponds are and have been a popular destination for fishing prior to city ownership. There was a strong desire for the incorporation of a pedestrian foot bridge along the upper west bank of the northwest pond, and the removal of invasive plant species to provide access to the pond for fishing. It was also mentioned that the ponds should be programmed to allow for designated fishing and water recreation areas. The following list shows all the written comments for this site.



Comments

- Hiking trails (9)
- Camping grounds (3)
- Playground (3)
- Water fountains (3)
- Bike trails (2)
- Dog park (2)
- Improve fishing trail & fishing spots (1)
- Kayaking (1)
- Motor cross trails (1)
- Archery (1)
- Bike park (1)
- Children’s playground (1)
- Covered day use area (1)
- Disc golf (1)
- Gazebo (1)
- Fee to camp (1)
- Fishing access (1)
- Fishing docks in the river and ponds (1)
- Paint ball arena (2)
- Kayak renting (2)
- Zipline (2)
- Nature play (1)
- Natural preservation (1)
- Pavilion (1)
- Remote control model boat racing (1)
- Safety camera (1)
- Small SUP area (1)
- Splash pad (1)
- Swimming area (1)
- Tennis with lights (1)
- Viewpoints (1)
- Water feature (1)
- Water park (1)
- Wayfinding (1)
- Wildlife protection area (1)

**Highly Important Park Facilities**

Water Play (splash pad) was the most desired, followed by water recreation, mountain biking trails, unpaved trails, and a bike park. The amenities with the least amount of interest were natural areas, pickleball, tennis and baseball. The total votes and comments are below.

**Table 1.4 Highly Important Park Facilities**

Facilities	Votes
<b>Water play (splash pad)</b>	57
<b>Water recreation</b>	30
<b>Mountain biking trails</b>	26
<b>Unpaved trails</b>	25
<b>Bike Park / Bicycle Pump Track</b>	23
<b>Dog park</b>	18
<b>Nature playground</b>	16
<b>Wildlife viewing areas</b>	14
<b>Disc golf</b>	13
<b>Basketball</b>	13
<b>Community garden</b>	12
<b>Private event space</b>	12
<b>Outdoor fitness equipment</b>	11
<b>BBQ cooking areas</b>	11
<b>Public art (murals)</b>	10
<b>Softball</b>	9
<b>Paved trails</b>	8
<b>Performance venue</b>	8
<b>Children’s playground</b>	8

<b>Covered play areas</b>	8
<b>Soccer</b>	8
<b>Football</b>	8
<b>Picnic pavilions and shelters</b>	6
<b>Natural areas</b>	4
<b>Pickleball</b>	4
<b>Tennis</b>	4
<b>Baseball</b>	3

Comments

- OHV trails (7)
- Bigger skate park (6)
- Bike racks
- Swing sets for kids and babies
- Trash and recycling bins
- Dirt bike trails
- Fitness loops
- Volleyball
- Lighting
- RC car track
- Memorial statue

General park system comments

- Improve the existing bike park (City of Redmond's as an example)
- Activate Strawberry Park, fitness loop
- OHV friendly trails
- Better bike jumps
- Fix the gazebo floor in Sankey Park
- Have the Tune it up Tuesday program at Sankey Park
- Have a designated place for the bike show in Sankey Park during the Harvest Festival

***Existing Park System and Areas in Need of Parks***

Several participants shared comments, and eight dots were placed on the existing park system map identifying areas in need of parks.

Identified Areas

- North of Main Street and south of Green River Road between 43<sup>rd</sup> Ave and 47<sup>th</sup> Ave (2)
- North of Northside Park (1)
- Adjacent to Sweet Home Junior High School (1)
- South of City Hall (1)
- In close proximity to the intersection of 43<sup>rd</sup> Ave and Long Street (1)
- In close proximity to the intersection of 47<sup>th</sup> and Long Street (1)
- In close proximity to the intersection of 49<sup>th</sup> Ave and Main Street (1)

General park system comments

- Strawberry Park needs a basketball court and a better jungle gym. It's a big blank canvas with lots of potential, and many kids in the surrounding homes.

**Park Barriers and Top Park System Priority for the Next 10 Years**

**Table 1.5 Park Barriers**

Park Barriers (Reasons for Not Using a Park Facility)	Votes
Feel unsafe or unwelcome	1
Lack of facilities	1
Conditions of facilities	1
NOT accessible (ADA accommodations—accessible surfaces, seating, parking, etc.)	1
Barriers to access (highway/busy roads, lack of sidewalks or trails, train tracks, disconnected street grid)	1
Too far away	1
Limited parking	1
Other (please describe)	1
Lack of transportation options (including car, bus, bicycling, and/or walking)	0
Park or facility hours don't work with my schedule (work, school, caregiving, etc.)	0
Don't know where parks are located	0
Too crowded	0
Don't have time	0
Would rather do something else	0

Comments

- Missing equipment in some (Condition of facilities)
- Yes, lack on the east part of town (Lack of facilities)
- No, tweakers (Feel unsafe or unwelcome)
- Good (NOT accessible. ADA accommodations—accessible surfaces, seating, parking, etc.)
- Long street (no sidewalks) 43<sup>rd</sup> Street (Barriers to access)
- Danger logs, danger if leave car, no sight from pond to car (Too far away)
- Limiting access all (Limited parking)
- Install park by airport land (Other)

**Table 1.6 Top Priority**

Top Priority (One action for the City to prioritize in the next 10 years)	Votes
Upgrading existing facilities and equipment	1
Building parks in neighborhoods not highly served by parks	1
Improving security	1
Building new parks and new recreational facilities	1
Improving parking (cars and bikes)	0
Providing better ongoing maintenance of existing facilities and equipment	0
Other (please describe)	0

Comments

- Fishing access (Upgrading existing facilities and equipment)
- How about part of long airport land? (Building new parks and new recreational facilities)
- Cameras, lights (Improving security)
- Covered playground for kids (Building parks in neighborhoods not highly served by parks)





# G Park System Capital Improvements Plan

**Table 1.1 Park System Capital Improvement Plan Projects**

<b>ID</b>	<b>Project Title</b>	<b>Description</b>	<b>Size</b>	<b>Cost</b>
P1	Ashbrook Park	Install restroom, lighting, and security cameras. Improve parking, replace playground and resurface basketball court. Pave existing loop trail and install site furnishings. Design and install educational signage.	1.40 ac	\$1,233,700
P2	Clover Memorial Park	Improve adjacent right of way to add parking spaces. Improve Fountain Hill visibility. Develop playground and install site furnishings. Install landscape improvements and improve drainage.	0.92 ac	\$562,800
P3	Northside Park	Install river access trail and fishing/viewing platform. Install security cameras. Update basketball court base and surfacing, update racquetball court and tennis court surfacing. Install off-street wayfinding signage based on Wayfinding Plan. Remodel playground. Install landscape improvements and site furnishings. Design and install educational signage.	3.63 ac	\$1,097,900
P4	Strawberry Park	Improve parking area. Install loop trail and security cameras. Install restroom, landscape improvements, and update irrigation. Install playground addition and pavilion. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage related to wetland mitigation/landscape improvements.	3.20 ac	\$2,117,900
P5	Sankey Park	Design and construct bandstand/community event center. Install splash pad, pump track, restroom at upper Sankey Park and security cameras. Install basketball court and off-street directional signage for the South Hills Trail. Install pedestrian bridge to community center.	17.0 ac	\$2,809,800
P6	Hobart Natural Area	Develop a Natural Area Management Plan. Develop parking areas. Improve roadway access from 35th Ave. Install trails, site furnishings, trailhead landscape improvements, and lighting. Restore wetlands. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage following trail installation.	59.60 ac	\$1,551,800
P7	Pleasant Valley Boat Ramp	Resurface parking area.	0.18 ac	\$336,200
P8	Walkabout Park	Install site furnishings and landscape improvements.	0.14 ac	\$10,200
P9	Halfway Park	Install sidewalk improvements. Install site furnishings and landscape improvements.	0.12 ac	\$97,500
P10	Future Neighborhood Park (City Hall Park)	Relocate Dahlenburg covered bridge from Sankey Park. Install dog park and pedestrian path to adjacent neighborhood. Install a playground.	1.50 ac	\$721,000

**Table 1.1 Park System Capital Improvement Plan Projects**

P11	Future Neighborhood Park	Develop 1-3 acres as a neighborhood park at 42nd and Osage Street.	1-3 ac	\$1,500,000
P12	Future Regional Park (Quarry Property)	Install multi-use paths. Install pavilions, picnic shelters and informational kiosks. Design and install educational signage. Install off-street wayfinding signage based on Wayfinding Plan.	233.00 ac	\$2,797,200
T1	Trail System Plan	Develop a Trail System Plan.	-	\$90,000
A1	Future Neighborhood Park Acquisition 1 (East)	Acquire 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion and restroom.	5-15 ac	ND
A2	Future Outdoor Event Center Acquisition 2 (East)	Conduct a feasibility study for an outdoor event center.	-	ND
S1	Wayfinding Plan	Develop a Wayfinding Plan to create a comprehensive system for on-street and off-street signage.	-	\$100,000

ND - Not Determined

**Table 1.2 Park System Capital Improvement Plan Priorities**

<b>ID</b>	<b>Project Title/Phase/Description</b>		<b>High</b> FY 2025-2030	<b>Medium</b> FY 2030-2035	<b>Low</b> FY 2035-2045
<b>P1</b>	<b>Ashbrook Park</b>				
	<b>Phase 1</b>	Install restroom, lighting, and security cameras.	\$816,700	\$-	\$-
	<b>Phase 2</b>	Improve parking, replace playground and resurface basketball court.		\$295,400	
	<b>Phase 3</b>	Pave existing loop trail and install site furnishings. Design and install educational signage.	\$-	\$-	\$121,600
<b>P2</b>	<b>Clover Memorial Park</b>				
	<b>Phase 1</b>	Improve adjacent right of way to add parking spaces. Improve Fountain Hill visibility.	\$22,300	\$-	\$-
	<b>Phase 2</b>	Develop playground and install site furnishings.	\$-	\$314,800	\$-
	<b>Phase 3</b>	Install landscape improvements and improve drainage.	\$-	\$-	\$225,700
<b>P3</b>	<b>Northside Park</b>				
	<b>Phase 1</b>	Install river access trail and fishing/viewing platform. Install security cameras.	\$559,800	\$-	\$-
	<b>Phase 2</b>	Update basketball court base and surfacing, update racquetball court and tennis court surfacing. Install off-street wayfinding signage based on Wayfinding Plan.	\$-	\$197,600	\$-
	<b>Phase 3</b>	Remodel playground. Install landscape improvements, site furnishings. Design and install educational signage.	\$-	\$-	\$340,500
<b>P4</b>	<b>Strawberry Park</b>				
	<b>Phase 1</b>	Improve parking area, and install loop trail and security cameras.	\$344,500	\$-	\$-
	<b>Phase 2</b>	Install restroom, landscape improvements, and update irrigation. Install playground addition and pavilion. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage related to wetland mitigation/ landscape improvements.	\$-	\$-	\$1,773,400



**Table 1.2 Park System Capital Improvement Plan Priorities**

<b>P5</b>	<b>Sankey Park</b>				
	<b>Phase 1</b>	Design and construct bandstand/ community event center.	ND	\$-	\$-
	<b>Phase 2</b>	Install splash pad, pump track, restroom at upper Sankey Park and security cameras. Install basketball court and off-street directional signage for the South Hills Trail.	\$-	\$2,458,400	\$-
	<b>Phase 3</b>	Install pedestrian bridge to community center.	\$-	\$-	\$351,400
<b>P6</b>	<b>Hobart Natural Area</b>				
	<b>Phase 1</b>	Develop a Natural Area Management Plan	\$70,000	\$-	\$-
	<b>Phase 2</b>	Develop parking areas. Improve roadway access from 35th Ave.	\$-	\$273,300	\$-
	<b>Phase 3</b>	Install trails, site furnishings, trailhead landscape improvements, and lighting. Restore wetlands. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage following trail installation.	\$-	\$-	\$1,208,500
<b>P7</b>	<b>Pleasant Valley Boat Ramp</b>				
	<b>Phase 1</b>	Resurface parking area.	\$-	\$336,200	\$-
<b>P8</b>	<b>Walkabout Park</b>				
	<b>Phase 1</b>	Install site furnishings and landscape improvements.	\$-	\$10,200	\$-
<b>P9</b>	<b>Halfway Park</b>				
	<b>Phase 1</b>	Install sidewalk improvements.	\$-	\$71,600	\$-
	<b>Phase 2</b>	Install site furnishings and landscape improvements.	\$-	\$-	\$25,900

ND - Not Determined


**Table 1.2 Park System Capital Improvement Plan Priorities**

<b>P10</b>	<b>Future Neighborhood Park (City Hall Park)</b>				
	<b>Phase 1</b>	Relocate covered bridge from Sankey Park.	ND	\$-	\$-
	<b>Phase 1</b>	Install dog park and pedestrian path to adjacent neighborhood.	\$224,000	\$-	\$-
	<b>Phase 2</b>	Install a playground	\$-	\$497,000	\$-
<b>P11</b>	<b>Future Neighborhood Park</b>				
	<b>Phase 1</b>	Develop 1 to 3 acres as a neighborhood park at 42nd and Osage Street.	\$1,500,000	\$-	\$-
<b>P12</b>	<b>Future Regional Park (Quarry Property)</b>				
	<b>Phase 1</b>	Install multi-use paths	\$-	\$1,715,700	\$-
	<b>Phase 2</b>	Install pavilions, picnic shelters and informational kiosks. Design and install educational signage. Install off-street wayfinding signage based on Wayfinding Plan.	\$-	\$-	\$1,081,500
<b>T1</b>	<b>Trail System Plan</b>				
	<b>Phase 1</b>	Develop a Trail System Plan.	\$90,000	\$-	\$-
<b>A1</b>	<b>Future Neighborhood Park Acquisition 1 (East)</b>				
	<b>Phase 1</b>	Acquire and develop 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion and restroom.	\$-	ND	\$-
<b>A2</b>	<b>Future Outdoor Event Center Acquisition 2 (East)</b>				
	<b>Phase 1</b>	Conduct a feasibility study for an outdoor event center.	\$-	\$-	ND
<b>S1</b>	<b>Wayfinding Plan</b>				
	<b>Phase 1</b>	Develop a Wayfinding Plan to identify signage locations and design for on-street and off-street signage.	\$100,000	\$-	\$-
		<b>TOTAL</b>	<b>\$3,727,300</b>	<b>\$6,170,200</b>	<b>\$5,128,500</b>

ND - Not Determined


Project ID:	P1	
Project Title:	Ashbrook Park	
Project Type:	Neighborhood Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	1.40 acres	
Location:	Ashbrook Neighborhood Park is located on 28th Avenue and Juniper Street on the east side of Sweet Home.	
Description:	Install restroom, lighting, and security cameras. Improve parking, replace playground and resurface basketball court. Pave existing loop trail and install site furnishings. Design and install educational signage.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Utility connections, including electrical, and pending upgrades.	





<b>Project ID:</b>	<b>P2</b>	
Project Title:	Clover Memorial Park	
Project Type:	Neighborhood Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	0.92 acres	
Location:	Clover Memorial Park is located along Main Street and 1st Avenue.	
Description:	Improve adjacent right of way to add parking spaces. Improve Fountain Hill visibility. Develop playground and install site furnishings. Install landscape improvements and improve drainage.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Coordinate 1st Street closure and traffic calming with Transportation System Plan.	







Project ID:	P3	
Project Title:	Northside Park	
Project Type:	Neighborhood Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	3.63 acres	
Location:	Northside Park is located along 11th Avenue between Poplar and Redwood Streets.	
Description:	Install river access trail and fishing/viewing platform. Install security cameras. Update basketball court base and surfacing, update racquetball court and tennis court surfacing. Install off-street wayfinding signage based on Wayfinding Plan. Remodel playground. Install landscape improvements and site furnishings. Design and install educational signage.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Consider location of future trail segment connections during design process for river access trail and other site improvements.	


<b>Project ID:</b>	<b>P4</b>	
Project Title:	Strawberry Park	
Project Type:	Neighborhood Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	3.20 acres	
Location:	Strawberry Park is located on the west side of Sweet Home. The park is south of Westwood Lane and Nandina Street.	
Description:	Improve parking area. Install loop trail and security cameras. Install restroom, landscape improvements, and update irrigation. Install playground addition and pavilion. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage related to wetland mitigation/landscape improvements.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Consider wetland impacts and associated mitigation needs during planning and design of future improvements. Review prior planning work in the Strawberry Park Concept Plan, 2015.	


Project ID:	P5	
Project Title:	Sankey Park	
Project Type:	Community Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	17.0 acres	
Location:	Located between 14th to 15th and Elm Street.	
Description:	Design and construct bandstand/community event center. Install splash pad, pump track, restroom at upper Sankey Park and security cameras. Install basketball court and off-street directional signage for the South Hills Trail. Install pedestrian bridge to community center.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Coordinate transfer of pedestrian bridge to future mini park with phasing of other improvements.	

<b>Project ID:</b>	<b>P6</b>	
Project Title:	Hobart Natural Area	
Project Type:	Natural Area Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	59.60 acres	
Location:	Located south of 35th and Juniper Street.	
Description:	Develop a Natural Area Management Plan. Develop parking areas. Improve roadway access from 35th Ave. Install trails, site furnishings, trailhead landscape improvements, and lighting. Restore wetlands. Install off-street wayfinding signage based on Wayfinding Plan. Design and install educational signage following trail installation.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Review and incorporate relevant context information in the Hobart Natural Area Stewardship Plan, 2014.	




Project ID:	P7	
Project Title:	Pleasant Valley Boat Ramp	
Project Type:	Special Use Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	0.18 acres	
Location:	Located along the South Santiam River, the boat ramp is east of Pleasant Valley Road.	
Description:	Resurface parking area.	
Scope:	Design, permitting, construction.	
Considerations:	Coordinate with wastewater treatment plant on any joint or overlapping improvements or project areas.	


Project ID:	P8	
Project Title:	Walkabout Park	
Project Type:	Mini Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	0.14 acres	
Location:	Walkabout Park is located at 10th and Elm Street.	
Description:	Install site furnishings and landscape improvements.	
Scope:	Design, permitting, construction.	
Considerations:	Communicate new park name in future City materials (print, digital, etc.).	


Project ID:	P9	
Project Title:	Halfway Park	
Project Type:	Mini Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	0.12 acres	
Location:	Halfway Park is located at 12th and Nandina Street.	
Description:	Install sidewalk improvements. Install site furnishings and landscape improvements.	
Scope:	Design, permitting, construction.	
Considerations:	Communicate new park name in future City materials (print, digital, etc.).	


<b>Project ID:</b>	<b>P10</b>	
Project Title:	Future Neighborhood Park (City Hall Park)	
Project Type:	Neighborhood Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	1.50 acres	
Location:	Located south of Santiam Highway and northwest of 40th Avenue.	
Description:	Relocate covered bridge from Sankey Park. Install dog park and pedestrian path to adjacent neighborhood. Install a playground. Location adjacent to City Hall.	
Scope:	Design, permitting, construction.	
Considerations:	Consider timing of donor-funded improvements in relation to other park improvements on site. Donor funded improvements may include a splash pad and/or a restroom.	




Project ID:	P11	
Project Title:	Future Neighborhood Park	
Project Type:	Neighborhood Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	1-3 acres	
Location:	Located northeast of the intersection of 42nd and Osage Street.	
Description:	Develop a 1 to 3 acre neighborhood park at 42nd and Osage Street.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Consider existing and future residential housing development in close proximity to the site during planning, public involvement and design.	


<b>Project ID:</b>	<b>P12</b>	
Project Title:	Future Regional Park (Quarry Property)	
Project Type:	Regional Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	233.00 acres	
Location:	Located south of the South Santiam River and north of Zelkova Street.	
Description:	Install multi-use paths. Install pavilions, picnic shelters and informational kiosks. Design and install educational signage. Install off-street wayfinding signage based on Wayfinding Plan.	
Scope:	Planning, design, permitting, construction.	
Considerations:	Consider wetland impacts and associated mitigation needs. Review previous schematic diagrams, site documents and wetland delineation map.	

<b>Project ID:</b>	<b>T1</b>	
Project Title:	Trail System Plan	
Project Type:	Planning	
Estimating Stage:	Order of Magnitude	
Park Acreage:	-	
Location:	Sweet Home UGB and immediate surroundings.	
Description:	Develop a Trail System Plan.	
Scope:	Planning	
Considerations:	<p>Consider the following trail projects during the Trail System Plan process:</p> <ul style="list-style-type: none"> <li>• South Hills Trail Expansion (on street) <ul style="list-style-type: none"> <li>◦ Connection to Sankey Park; connect east and west segments</li> </ul> </li> <li>• Ames Creek Trail (on-street and off-street) <ul style="list-style-type: none"> <li>◦ Sankey Park to Hobart Natural Area</li> </ul> </li> <li>• Wiley Creek Trail <ul style="list-style-type: none"> <li>◦ North-south trail along Wiley Creek from Wiley Park with bridge crossing</li> </ul> </li> <li>• South Santiam River Trail <ul style="list-style-type: none"> <li>◦ Northside Park to Quarry Park segment</li> <li>◦ Quarry Park to Wiley Park segment (OPRD grant)</li> </ul> </li> <li>• Rail trail <ul style="list-style-type: none"> <li>◦ South side of railroad between Wiley Park and 24th</li> </ul> </li> <li>• Foster Dam Road trail (on street)</li> <li>• Shea Point Trail <ul style="list-style-type: none"> <li>◦ Trail from Shea Viewpoint towards Sweet Home along rail</li> </ul> </li> <li>• 43rd and Osage to Quarry Park (on-street and off-street) <ul style="list-style-type: none"> <li>◦ Connection with rail trail</li> </ul> </li> <li>• Long Street Trail (on-street)</li> <li>• Sankey Park to Northside Park Trail (on-street) <ul style="list-style-type: none"> <li>◦ Trail along 18th Ave and Tamarack Street</li> </ul> </li> <li>• Coulter Lane to Foothills Drive <ul style="list-style-type: none"> <li>◦ East-west trail through Hobart Natural Area</li> </ul> </li> </ul>	

Project ID:	A1	
Project Title:	Future Neighborhood Park, Acquisition 1 (East)	
Project Type:	Neighborhood Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	5-15 acres	
Location:	In the proximity of 43rd Ave and Coulter Lane.	
Description:	Acquire 5 to 15 acres for a neighborhood park. Develop playground, basketball court, pavilion and restroom.	
Scope:	Land acquisition, planning, design, permitting, construction.	
Considerations:	Acquire undeveloped property, preferably centrally located, in coordination with planned housing development.	



Project ID:	A2	
Project Title:	Future Outdoor Event Center, Acquisition 2 (East)	
Project Type:	Special Use Park	
Estimating Stage:	Order of Magnitude	
Park Acreage:	ND	
Location:	Located between 38th to 42nd Avenue, south of Long Street.	
Description:	Conduct a feasibility study for an outdoor event center.	
Scope:	Planning.	
Considerations:		




















<b>Project ID:</b>	<b>S1</b>	
Project Title:	Wayfinding Plan	
Project Type:	Planning	
Estimating Stage:	Order of Magnitude	
Park Acreage:	-	
Location:	Sweet Home UGB and immediate surroundings.	
Description:	Develop a Wayfinding Plan.	
Scope:	Planning	
Considerations:	Develop a Wayfinding Plan to create a comprehensive system for on-street and off-street signage.	

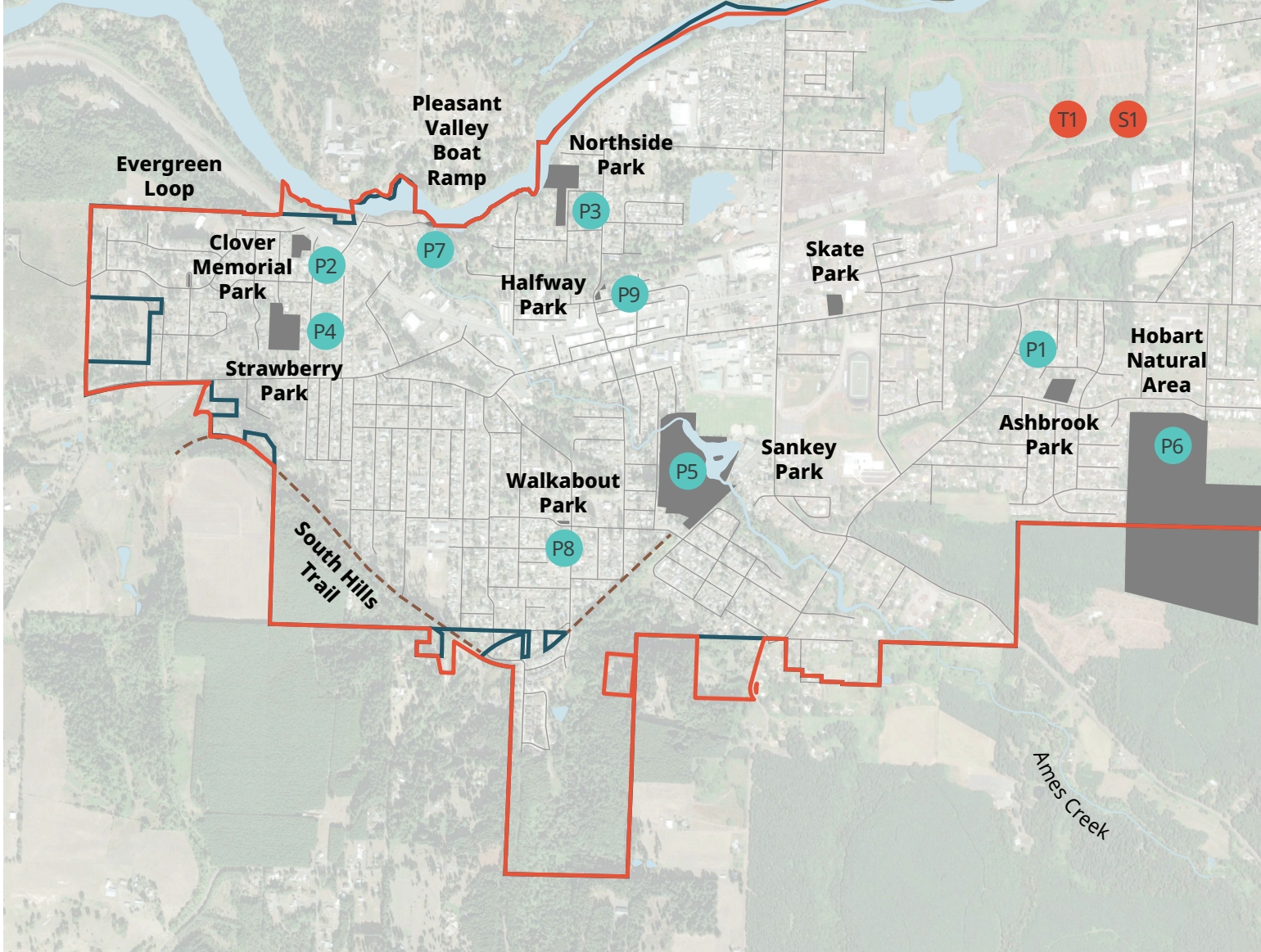
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# Capital Improvement Projects

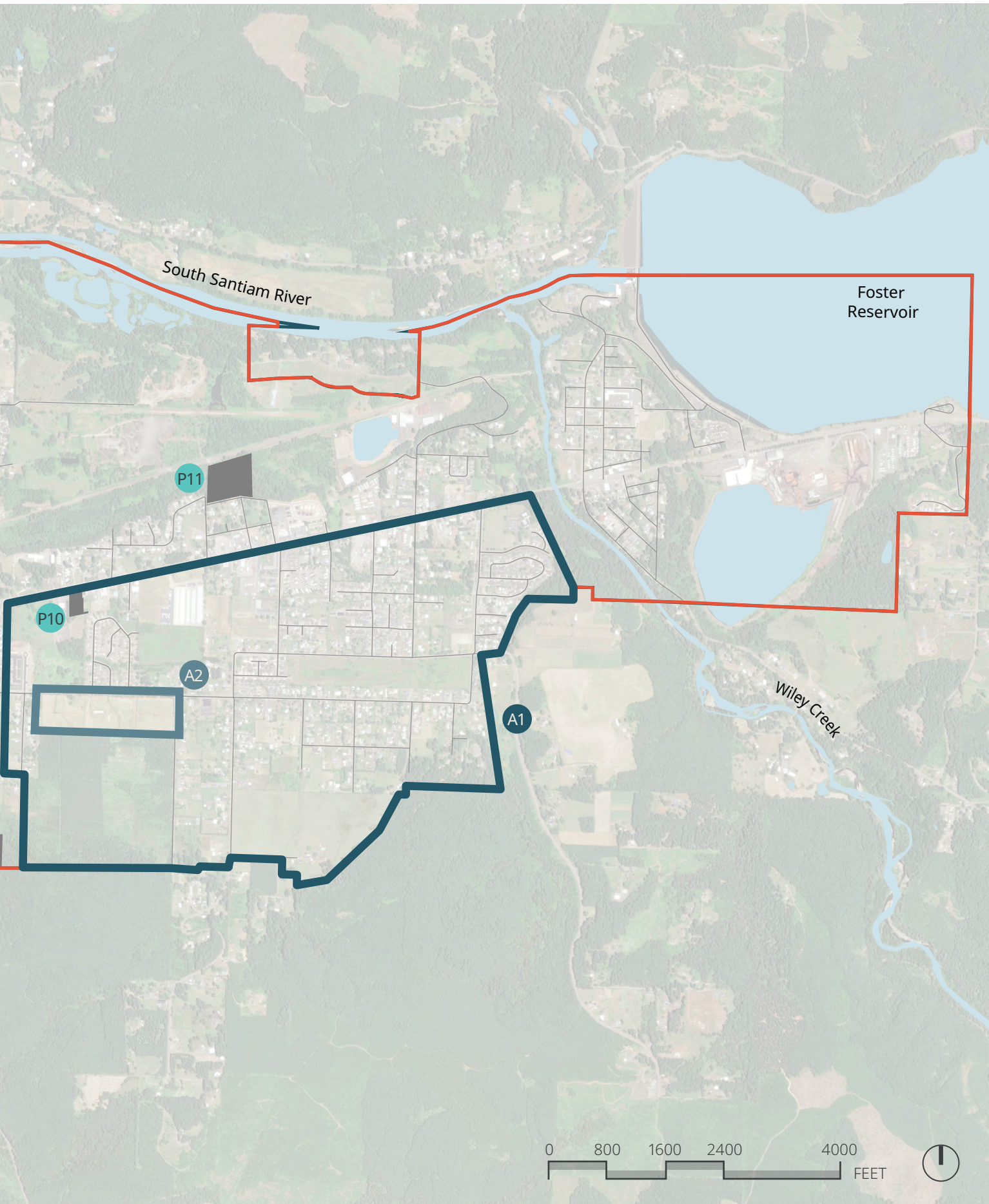
## Sweet Home Park System Plan

### LEGEND

- |   |   |   |
|---|---|---|
|  Park Project            |  Planning Project                              |  Land Acquisition and Development Project            |
|  P1 Ashbrook Park        |  P7 Pleasant Valley Boat Ramp                  |  T1 Trail System Plan                                |
|  P2 Clover Memorial Park |  P8 Walkabout Park                             |  S1 Wayfinding Plan                                  |
|  P3 Northside Park       |  P9 Halfway Park                               |  A1 Future Neighborhood Park Acquisition 1 (East)    |
|  P4 Strawberry Park      |  P10 Future Neighborhood Park (City Hall Park) |  A2 Future Outdoor Event Center Acquisition 2 (East) |
|  P5 Sankey Park          |  P11 Future Neighborhood Park                  |   |
|  P6 Hobart Natural Area  |  P12 Future Regional Park (Quarry property)    |   |









# REQUEST FOR COUNCIL ACTION

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**Title:** Telecommunications Franchise Agreement with Zply Fiber Pacific, LLC

**Preferred Agenda:** October 8, 2024

**Submitted By:** Blair Larsen, Community & Economic Development Director

**Reviewed By:** Jason Ogden, City Manager Pro Tem

**Type of Action:** Resolution \_\_\_\_ Motion  Roll Call \_\_\_\_ Other \_\_\_\_

**Relevant Code/Policy:**

**Towards Council Goal:** Aspiration IV: Viable and Sustainable Essential Services

**Attachments:** Ord. No. 5 for 2024, Franchise Agreement with Zply Fiber

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**Purpose of this RCA:**

The purpose of this RCA is to present a proposed telecommunications franchise agreement with Zply Fiber Pacific, LLC, which is proposing to provide fiber-to-the-home Internet service in Sweet Home.

**Background/Context:**

Internet access is increasingly becoming a necessity for daily life. City of Sweet Home residents currently only have the option of Internet access via cable or telephone lines. While some businesses and organizations, including the City, have faster fiber-optic connections, these are expensive, relatively rare, and limited to certain areas of the City. For several years, City Staff have been seeking a partner to provide an additional option for Sweet Home residents, preferably one that utilizes fiber optic lines, which is the fastest, most resilient, and most “future-proof” technology available for data transmission.

Zply Fiber Pacific, LLC, is proposing to provide such a service, and has asked the City for a franchise agreement that would allow it to use the public right-of-way to lay new lines and provide this service to the City. City Staff have negotiated the attached agreement.

Last year, the City Council approved a similar agreement with Alyrica Networks, Inc. That agreement was not exclusive and does not prevent any other service providers from doing business in the City.

**The Challenge/Problem:**

Should the City enter into a franchise agreement with Zply Fiber Pacific, LLC?

**Stakeholders:**

- Sweet Home Residents and Businesses – Fast, reliable Internet access is increasingly a requirement for daily life, and current options are limited.

- Sweet Home City Council – The City Council is responsible for franchise agreements that utilize the public right-of-way.
- Zipty Fiber Pacific, LLC – Zipty cannot operate within the City without a franchise agreement.

**Issues and Financial Impacts:**

Franchise agreements do not have any negative impact on the City, and the City potentially gains additional revenue (7%), depending on Zipty's success.

**Elements of a Stable Solution:**

A stable solution is one that provides additional options for Internet access to the residents and organizations within the City of Sweet Home.

**Options:**

1. Do nothing – Make no agreement with Zipty, which would prevent an additional option for Internet access being available in the City.
2. Approve the Agreement as Proposed and Conduct a First Reading of the Ordinance
3. Approve the Agreement with Changes (Specify) and Conduct a First Reading of the Ordinance
4. Direct Staff to research other options to accomplish the same goal.

**Recommendation:**

Staff recommends option 2: Approve the Agreement as Proposed and Conduct a First Reading of the Ordinance. If the vote is unanimous, a second reading of the ordinance (by title only) may also take place during the same meeting.



**ORDINANCE BILL NO. 5 FOR 2024**

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE GRANTING TO ZIPLY FIBER PACIFIC, LLC A NONEXCLUSIVE FRANCHISE FOR THE PROVISION OF TELECOMMUNICATIONS SERVICES WITHIN THE CITY OF SWEET HOME, AND STATING AN EFFECTIVE DATE**

WHEREAS, Ziplly Fiber Pacific, LLC, hereinafter referred to as "Grantee", seeks to provide telecommunications services within the City of Sweet Home (*City*), Oregon (*State*); and

WHEREAS, Grantee has applied for a telecommunications franchise, and the City of Sweet Home (*City*) has reviewed said application and has determined that it meets all necessary requirements subject to the terms and conditions stated herein;

**NOW, THEREFORE,**

**THE CITY OF SWEET HOME DOES ORDAIN AS FOLLOWS:**

The City hereby ordains that it is in the public interest to grant Ziplly Fiber Pacific, LLC a Franchise to operate a telecommunication system pursuant to the terms and conditions contained herein.

Section 1. The City intends, by the adoption of this franchise, to encourage the continued development and operation of telecommunications facilities within the City of Sweet Home (*city*). This Ordinance will be known as the Ziplly Fiber Pacific and Ziplly Wireless Telecommunications Franchise Ordinance. Within this document, it will also be referred to as "this Franchise" or "the Franchise".

Section 2. Grant of Franchise. The City hereby grants to Grantee, a nonexclusive franchise to use the public rights of way within the city to provide telecommunications services, subject to the provisions of the Sweet Home Municipal Code or as hereafter enacted or amended. Nothing in this Franchise shall limit the rights of Grantee to provide telecommunications services under ORS 759.005.

Section 3. Term. The term of this Franchise will be for ten (10) years, commencing with the effective date of this Ordinance.

Section 4. Franchise Area. The Grantee is authorized by this Franchise to make reasonable and lawful use of the public rights of way within the boundaries of the City of Sweet Home or as these boundaries may be extended in the future.

Section 5. Franchise Fee. As consideration for the use of the City's rights of way, Grantee will remit to the City a franchise fee of seven percent (7%) of gross revenues from the delivery of services taxable under ORS 221.515 within the corporate limits of the City. Grantee's franchise fee payments to the City will be due quarterly within (30) days following



the end of each quarter, defined as the last day of March, June, September and December. Each payment will be accompanied by a statement as to the manner in which the franchise fee is calculated. The Grantee will provide, and at no cost to the City, any additional reports or information it deems necessary, in its sole discretion, to verify the accuracy of the calculation of the franchise fee by the Grantee. Such information may include, but is not limited to: chart of accounts, total revenues by categories and dates, list of products and services, narrative documenting calculations, details on number customer within the City limits, or any other information needed for the City to easily verify compliance.

Within thirty (30) days after the termination of this Franchise, compensation will be paid for the period elapsing since the end of the last quarter for which compensation has been paid. In the event any payment due quarterly is not received within thirty (30) days from the end of the preceding quarter, or is underpaid, Grantee will pay in addition to the payment, or sum due, interest at a rate no higher than the current legal interest rate on judgments in the State, calculated from the date the payment was originally due until the date the City receives the payment. Additionally, if any payment becomes ninety (90) days in arrears, a nine percent (9%) penalty will be applied.

#### Section 6. Municipal Code, Charter and General Ordinances Apply.

- A. Unless the context requires otherwise or expressly otherwise defined herein, words and phrases used in this Franchise shall have the same meaning as defined in the City Municipal Code. All applicable provisions of the City Municipal Code are incorporated by reference and made a part of this Franchise, specifically including the City's fee schedule as adopted by the City Council. In the event of any inconsistencies between the terms of this Franchise and the Code, this Franchise shall control. The Charter of the City of Sweet Home, Oregon, and ordinances, resolutions, codes, and regulations of the City now in effect or adopted in the future, are incorporated by reference, and made a part of this Franchise. Nothing in this Franchise shall be deemed to waive the requirements of the various ordinances, resolutions, codes and regulations of the City.
- B. Other than City Right-of-Way Permits, payment of the franchise fee shall not exempt Grantee from the payment of any license fee, permit fee, tax, or charge on the business, occupation, property, or income of Grantee that may be lawfully imposed by the City or any other taxing authority.

#### Section 7. Indemnity.

A. Grantee agrees and covenants to indemnify, defend and hold the City, its officers, agents and employees, harmless from any claim for injury, damage, loss, liability, cost or expense, including court and appeal costs and attorney fees or expenses, arising from any casualty or accident to person or property directly by reason of any negligent construction, excavation or any other act done under this Franchise, by or for Grantee, its officers, agents or employees, or by reason of any neglect or omission of Grantee to keep its Facilities in a safe condition, but not to the extent that such casualty or accident is directly caused by negligence or willful misconduct of the City, its officers, agents or employees or any third party. The City shall provide Grantee

with prompt notice of any such claim, which Grantee shall defend with counsel of its own choosing. No settlement or compromise of any such claim will be done by the Grantee without the prior written approval of the City. Grantee and its agents, contractors and others shall consult and cooperate with the City while conducting its defense of the City.

B. Grantee also shall indemnify the City for any damages, claims, additional costs or expenses assessed against or payable by the City arising out of or resulting, directly, from Grantee's failure to remove, adjust or relocate any of its Facilities in the City Rights-of-Way in a timely manner, when required to do so, unless Grantee's failure arises directly from the City's negligence or willful misconduct.

#### Section 8. Assignment.

A. All the provisions, conditions, regulations and requirements herein contained shall be binding upon the successors, assigns of, and independent contractors of the Grantee, and all rights and privileges, as well as all obligations and liabilities of the Grantee shall inure to its successors, assignees and contractors equally as if they were specifically mentioned herein wherever the Grantee is mentioned.

B. This Franchise shall not be assigned or otherwise alienated without the express prior consent of the City by ordinance. No transfer shall be approved unless the assignee has the legal, technical, financial, and other requisite qualifications to comply with the terms of this Franchise. In the event such a transfer, assignment, or disposal of franchisee's ownership is approved by the Oregon Public Utilities Commission ("OPUC"), the new franchisee shall be deemed qualified, and the City will be deemed to have consented to such transfer. Grantee will provide City with a copy of any such approval.

C. In the case of an assignment or transfer not subject to OPUC approval, Grantee and any proposed assignee or transferee shall provide and certify the following to the City not less than sixty (60) days prior to the proposed date of transfer: (a) complete information setting forth the nature, term and conditions of the proposed assignment or transfer; and (b) all information required by the City of an applicant for a franchise with respect to the proposed assignee or transferee.

D. In the case of an assignment or transfer not subject to OPUC approval, prior to the City's consideration of a request by Grantee to consent to a Franchise assignment or transfer, the proposed Assignee or Transferee shall file with the City a written promise to unconditionally accept all terms of the Franchise, effective upon such transfer or assignment of the Franchise. The City is under no obligation to undertake any investigation of the transferor's state of compliance and failure of the City to insist on full compliance prior to transfer does not waive any right to insist on full compliance thereafter.

#### Section 9. Insurance.

A. Grantee will maintain in full force and effect the following liability insurance policies that protect the Utility Operator and the City, as well as the City's officers, agents, and employees:

1. Comprehensive general liability insurance with limits not less than:

- i. Five million dollars (\$5,000,000.) for bodily injury or death to each person;
  - ii. Five million dollars (\$5,000,000) aggregate including collapse, explosions, underground hazards and products completed operations.
2. Commercial automobile liability insurance for owned, non-owned and hired vehicles with a limit of three million dollars (\$3,000,000) combined single limit.
3. Worker's compensation within statutory limits and employer's liability with limits of not less than one million dollars (\$1,000,000).
4. Liability insurance will name as additional insured the City and its officers, agents, and employees. Additional insured coverage will be for both on-going operations and products and completed operations, on forms acceptable to the City. Coverage will be Primary and Non-Contributory. Waiver of Subrogation endorsement, in a form acceptable to the City, will be provided for general liability and worker's compensation. Grantee shall furnish acceptable insurance certificates to City with original endorsements for each insurance policy signed by a person authorized by that insurer to bind coverage on its behalf.

B. The limits of the insurance will be subject to statutory changes as to maximum limits of liability imposed on municipalities of the State of Oregon (*State*). The insurance will be without prejudice to coverage otherwise existing. The coverage must apply as to claims between insureds on the policy. The insurance will not be canceled or materially altered without thirty (30) Days prior written notice first being given to the City. If the insurance is canceled or materially altered, the Utility Operator will obtain a replacement policy that complies with the terms of this section and provide the City with a replacement certificate of insurance. The Utility Operator will maintain continuous uninterrupted coverage, in the terms and amounts required.

C. The Grantee will maintain on file with the City a certificate of insurance certifying the coverage required above.

#### Section 10. Performance Surety.

Upon the effective date of this Agreement, the Licensee will furnish proof of the posting of a faithful performance bond running to the City, with good and sufficient surety approved by the City, in the sum of Ten Thousand Dollars (\$10,000), conditioned that the Licensee will well and truly observe, fulfill, and being sufficient to assure proper restoration of any street, sidewalk or other surface disturbed by Grantee, their representative or contractor. Licensee will pay all premiums charged for the bond and will keep the bond in full force and effect at all times throughout the term of the Agreement, including, if necessary, the time required for removal of all of Licensee's Facilities installed in the Public Rights of Way. The Bond may be released on the 5-year anniversary of this agreement at the sole discretion of the City, provided the Grantee has demonstrated the ability to comply with utility construction requirements. The bond will contain a provision that it will not be terminated or otherwise allowed to expire without thirty days prior written notice first being given to the City. The bond will be reviewed and approved as to form by the City Attorney.

City may, in the event of any construction which is likely to be substantially greater than \$10,000, or in the event the City's cost to complete or repair such construction upon Grantee's failure to perform the same would be greater than \$10,000, as reasonably determined by the City, require the amount of the performance bond to be increased. The performance bond is subject to increase each time Grantee applies for permits to perform work within the City. Grantee will provide to City all necessary documentation demonstrating Grantee's cost estimation in a format reasonable acceptable to the City.

Section 11. Sale of subscriber lists prohibited. Except as otherwise expressly permitted by law, the Grantee will not sell, or otherwise make available any list which identifies subscribers by name or address, to any person, agency, or entity, except as needed to maintain current services or implement new services to subscribers in connection with Grantee's services.

Section 12. Revocation or Termination. The City may, upon thirty (30) days' prior written notice, terminate or revoke the franchise granted pursuant to this Ordinance for any of the following reasons ("Default"):

1. Violation of any of the material provisions of this Franchise;
2. Misrepresentation in the Franchise application or a rights of way construction application;
3. The Grantee is found by a court of competent jurisdiction to have practiced any fraud or deceit upon the City.
4. Failure to pay taxes, compensation, fees or costs due to the City after final determination by the City of the taxes, compensation, fees or costs;
5. Failure to restore the ROW as required by this Ordinance or other applicable State and local laws, ordinances, rules and regulations;
6. Failure to comply with technical, safety and engineering standards related to Work in the ROW; or
7. Failure to obtain or maintain any and all licenses, permits, certifications and other authorizations required by State or federal law or City Code for the placement, maintenance or operation of the Utility Facilities.

If, within the thirty-day notice period, Grantee cures the Default or commences to cure a Default that cannot reasonably be cured within thirty days of the notice, the notice of Default shall be deemed withdrawn and the Franchise shall not terminate. Any termination or revocation of this Franchise shall not restrict or modify Grantee's ability to provide telecommunications services under ORS 759.005.

Section 13. Franchise Acceptance. Within thirty (30) days of the passage of this Ordinance by City Council, Grantee will file with the City certificates of insurance and an unconditional written statement accepting the terms and conditions of this Franchise grant. Failure to fulfill this requirement will nullify and void this Ordinance, and any and all rights of Grantee to own or operate a telecommunications facility within the Franchise Area under this Ordinance will be of no force or effect.

Section 14. Franchise Nonexclusive. The Franchise hereby granted is not exclusive and will not be construed as any limitation on the right of the City to grant rights, privileges



and authority to other persons or corporations or to itself to make any lawful use of the City's rights of way.

PASSED by the Council and approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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Mayor

ATTEST:

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City Manager – Ex Officio City Recorder



**City of Sweet Home**  
 Sweet Home Public Library  
 1101 13<sup>th</sup> Avenue  
 Sweet Home, OR 97386  
 541-367-5007

## Sweet Home Public Library

### Statistics

September 2024	This month September 2024	Last month August 2024	Year to date 2024	Previous year 2023
<b>Patron Activity</b>				
Door Count	3286	4332	31,436	31,161
Program participants (all ages)	248	450	2907	2127
Total programs(all ages)	28	33	239	148
<b>Circulation and Renewals</b>				
Checkouts & renewals	5472	6556	53,902	62,060
E-audio & E-book checkouts	734	739	6714	6971
Total items checked out	6206	7305	60,616	69,031
<b>Public Computers</b>				
Logins	268	486	2270	2597
<b>Resource Sharing Savings</b>				
Cost savings	4228.86	4637.45	47,625.63	59,496.76
Items borrowed by consortium libraries	304	365	3170	4266
Items borrowed from consortium libraries	316	455	3783	3871
<b>Volunteer Hours</b>				
Hours worked by volunteers	52.25	33	381.75	671.75
<b>New Library Patrons</b>				
New patron cards issued	41	71	503	623

**Events this month:** Our Teen clothing giveaway was successful! The weekly Lego Creator's Club is going great with very enthusiastic Lego builders!

**Building updates:** Out 3 new, grant funded, desktop computers were finally installed and are working great!

**Items of note:** On Halloween we are having our regular storytime AND our Storytime with a Cop pre-downtown trick or treat event at the SHPD. Our expanded hours start on October 7<sup>th</sup>. The Friends of the Library Bookstore is looking for additional volunteers!

SWEET HOME POLICE DEPARTMENT

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	Sep-24	Sep-23	2024 TO DATE	2023 TO DATE	YEAR TO DATE CHANGE
<b>CALLS FOR SERVICE</b>					
<b>PERSON CRIMES</b> (Homicide, Assault, Harassment, Sex Crimes, Menacing, Reckless Endanger, Kidnap, Domestic Violence, Elder & Child Abuse, etc)	19	15	223	158	29.15%
<b>PROPERTY CRIMES</b> (Arson, Burglary, Theft, Criminal Mischief, Motor Vehicle Theft, Robbery, Unlawful Entry into Motor Vehicle, Reckless Burning, etc)	56	43	475	431	9.26%
<b>SOCIETY CRIMES</b> (Drive Under Influence of Intoxicants, Disorderly Conduct, Resisting Arrest, Criminal Trespass, Escape, Runaway, Drug Offenses, Weapon Offenses, etc)	29	29	222	218	1.80%
<b>OREGON SPECIFIC CRIMES</b> (Protective Custodies, Traffic Crimes other than DUII, Warrant Arrests)	50	43	490	511	-4.11%
<b>TOTAL CRIMES REPORTED</b>	154	130	1410	1318	6.52%
<b>TOTAL CRIMES CLEARED</b>	94	82	874	887	-1.47%
<b>NON CRIMINAL CALLS FOR SERVICE</b> (Abandoned Vehicles, Agency Assists, 911 hangups, Alarm Calls, Ambulance Assist, Animal Calls, Death Investigations, Disturbances, Domestic Disputes, Juvenile, Motor Vehicle Crashes, Public Assists, Suspicious Activity, Traffic, Trespass Warnings, etc)	699	706	6307	5813	7.83%
<b>TOTAL CALLS FOR SERVICE</b>	853	836	7717	7131	7.59%
<b>TOTAL INCIDENT NUMBERS ISSUED</b>	783	790	7062	7520	-6.09%
<b>TOTAL CAD NUMBERS ISSUED</b>	1487	1409	13534	14238	-4.94%

	Sep-24	Sep-23	2024 TO DATE	2023 TO DATE	YEAR TO DATE CHANGE
<b>CUSTODIES</b>					
<b>TOTAL PERSONS IN CUSTODY</b>	60	58	560	606	-7.59%
<b>TOTAL ADULTS IN CUSTODY</b>	49	48	520	575	-9.57%
<b>TOTAL JUVENILES IN CUSTODY</b>	11	10	49	31	36.73%
<b>TOTAL CHARGES</b>	121	90	1011	1176	-14.03%
<b>TOTAL ADULT CHARGES</b>	107	76	838	1137	-26.30%
<b>TOTAL JUVENILE CHARGES</b>	14	14	72	38	47.22%

## SWEET HOME POLICE DEPARTMENT

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CITATIONS ISSUED	Sep-24	Sep-23	2024 TO DATE	2023 TO DATE	YEAR TO DATE CHANGE
<b>Chapter 803 Vehicle Title and Registration</b> (Fail to Register Vehicle, Fail to Renew Registration, Altered Plate, Switched Plates, Fail to Display Plate, etc.)	0	1	10	14	-28.57%
<b>Chapter 806 Financial Responsibility Law</b> (Driving Uninsured, Fail to Carry Proof of Insurance, False Info Regarding Liability Insurance, etc.)	1	5	109	89	18.35%
<b>Chapter 807 Driving Privileges, Licenses and Permits</b> (No Operator License, Fail to Carry and Present License, Fail to Change Name and/or Address on Operator License, etc.)	4	4	27	29	-6.90%
<b>Chapter 811 Rules of the Road for Drivers</b> (Speeding, DWS, Reckless Driving, Careless Driving, Hit and Run, Fail to Obey Traffic Control Device, Follow too Close, Illegal Parking, Fail to Yield to Pedestrian, Fail to Wear Seatbelt, etc.)	32	23	257	188	26.85%
<b>Chapter 813 Driving Under Influence of Intoxicants</b> (Drive Under Influence of Intoxicants, Refuse the Breath Test, etc.)	4	4	26	17	34.62%
<b>Chapter 814 Pedestrians; Passengers; Livestock; Motorized Wheelchairs; Motorcycles; Bicycles</b> (Improper Use of Lanes, No Motorcycle Helmet, Bicyclist failing to Signal, etc)	0	0	0	0	0.00%
<b>Chapter 815 Vehicle Equipment Generally</b> (Improper Fenders or Mud Guards, Unreasonable Noise, Obstructed Vehicle Windows, etc.)	0	0	0	0	0.00%
<b>Chapter 816 Vehicle Equipment</b> (Operate Without Lighting Equipment, Operate Without Tail Lights, etc)	0	0	2	0	100.00%
<b>Chapter 818 -821</b> (Vehicle limits, abandoned vehicle, special provisions, off road vehicles)	0	0	3	0	100.00%
<b>TOTAL CITATIONS ISSUED</b>	41	37	434	337	22.35%
<b>TOTAL PERSONS CITED</b>	35	24	287	211	26.48%
<b>TOTAL WARNINGS ISSUED</b>	143	63	1158	957	17.36%
<b>TOTAL TRAFFIC STOPS</b>	179	201	1382	1350	2.32%

MOTOR VEHICLE CRASHES	Sep-24	Sep-23	2024 TO DATE	2023 TO DATE	YEAR TO DATE CHANGE
MVC-FATAL	0	0	1	0	100.00%
MVC-INJURY	3	2	23	23	0.00%
MVC-NON INJURY	4	7	87	68	21.84%
HIT & RUN VEHICLE INJURY	0	2	5	2	60.00%
HIT & RUN PROPERTY	3	6	53	39	26.42%
<b>TOTAL CRASHES</b>	10	17	169	132	21.89%

<b>CRASHES INVOLVING DUII ARREST</b>	1	2	6	2	66.67%
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