



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

June 19, 2024, 8:30 AM
Santiam Conference Room
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

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

Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

Meeting Information

The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 971-203-2871, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: #278 852 022 483

Call to Order and Pledge of Allegiance

Roll Call of Park and Tree Committee Members:

Time Reports

Meeting Minutes

- a) [2024-05-15 Park and Tree Committee Meeting Minutes](#)

Public Comment. This is an opportunity for members of the public to address the Park and Tree Committee on topics that are not listed on the agenda.

Old Business

- a) Cut the Gut
- b) Ivy Removal

New Business

- a) Safety Fair Report
- b) Health Fair
- c) Harvest Festival Duties
- d) Harper's Playground Training Report

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

Adjournment

The Sweet Home Park and Tree Committee welcomes your interest in these agenda items. Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Committee may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend.

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

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

SHMC 1.10 CITY COMMITTEES

§ 2.10.050 POWERS AND DUTIES.

A. Park and Tree Committee. The powers and duties of the Park And Tree Committee shall be as follows:

1. To conduct an inventory of existing street trees, including historical trees and public properties in need of beautification and plantings and present a written report to the City Council of its findings;
2. To develop and recommend to the City Council, for its adoption, a master list of trees suitable for planting within the city. The list shall be reviewed annually, a copy of which shall be kept on file in the office of the City Recorder for public information;
3. To develop and recommend to the City Council, for its adoption, ordinances and policies for the planting, care, maintenance, replacement and protection of trees throughout the city;
4. To act in an advisory capacity to the Planning Commission with respect to landscape design, suitable plantings, protection of natural vegetation and street tree requirements;
5. To submit recommendations to the City Council regarding the beautification of public properties and rights-of-way;
6. To promote public knowledge and acceptance of the value of tree planting and maintenance programs and requirements;
7. To develop a capital development program for each fiscal year, to include acquisition of new land and/or development of existing property for parks and other recreation areas;
8. To recommend recreation programing needs to be produced by the city;
9. To recommend an operating budget to carry out the recreation program as outlined for the forthcoming fiscal year; and
10. To preform additional duties and studies as may be required from time to time by the City Council.
11. To meet a minimum of four meetings a year, beginning with the month of Decemember, which meeting should be devoted to the development of the next year's capital and recreation programs.

(Ord. 1263, § 1, 2017)



CITY OF SWEET HOME PARKS AND TREE COMMITTEE MINUTES

May 15, 2024, 8:30 AM
Santiam Conference Room
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi

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Mission Statement

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Call to Order and Pledge of Allegiance

The meeting was called to order at 8:30.

Roll Call of Park and Tree Committee Members:

PRESENT

Matthew Bechtel
Lena Tucker
Bob Dalton
Nancy Patton
Debra Northern
Wally Shreves (late)

STAFF

Dominic Valloni, Public Works Operations
Blair Larsen, Community & Economic Development Director
Diane Golden, Associate Planner
Angela Clegg, Tourism and Economic Development Coordinator

GUESTS

Elizabeth Auvil, Cameron McCarthy
Colin McArthur, Cameron McCarthy

Time Reports

Wally asked the members to turn in their volunteer times from the ivy pull to Diane.

Meeting Minutes

The meeting minutes were motioned to be approved by Matthew Bechtel, seconded by Debra Northern.

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Yay: 5

Nay: 0

Public Comment. This is an opportunity for members of the public to address the Park and Tree Committee on topics that are not listed on the agenda.

None.

New Business

Sweet Home Parks Master Plan Presentation

Elizabeth started the presentation with high to low goals of the parks master plan presentation. Nancy asked about budgeting. Clegg stated that the Parks Master Plan helps assess and bring forward to the council with the goals. Larsen said the funding from grants, donations, taxes and support from the public will help with the City goals. Dalton stated that marketing and signage needs to be a high priority. Northern stated that the wording "bandstand" needed to be changed. Lena stated that Ashbrook that the security and lighting needs to be flipped with the basketball as a priority, as well as the security at Northside as a high priority.

Colin confirmed that population forecast helped with the parks master plan.

Nancy asked about the road closure with Clover Park. Larsen confirmed that this is being discussed with the Council, and that there will be a Transportation System Plan will have an Open House on June 3.

The presentation and recommendation will be brought to the City Council work sessions on May 28.

Bechtel asked about Quarry Park and Larsen stated that there has been a request for interest put out until June for a public/private partnership.

Cut the Gut Checkpoint

Angela Clegg confirmed that the application for Cut the Gut has been turned in. The Sweet Home Community Foundation and the City will provide some swag as well as the City. The check point will be in the upper parking lot by the bridge. Patton requested QR codes for the bridge and Upper Sankey Park Phase III donations to be put on the flyer. Matthew, Lena, Nancy and Debra will be at Cut the Gut. Lena will work with Diane on the appropriate handouts and Angela with the flyers. Angela stated the Community Foundation will have a setup as well at the checkpoint.

Old Business

Ivy Pull at Sankey Park

Debra stated that the kids volunteering for the ivy pull did a great job. There were 2 separate locations with 40 kids total volunteering. Wally stated that there should be an ivy cutting and Patton suggested recruiting youth from churches or 4h groups to be involved. Angela asked Wally to email the number of kids who participated, and how many hours each kid because it counts for the Tree City USA time.

Nancy requested that a thank you card be sent to the High School for the kids.

Tuesday, May 28, 9:00 at Sankey Park for an ivy cutting was suggested by Wally. Diane will add it to the calendar.

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

Blair reported on the public meeting for the park on 42nd and Osage. Mailers were sent out for feedback. Feedback was generally negative with concerns about transient populations, additional traffic, and improvements that were needed. Blair noted that trees will be taken down to increase visibility and correct management of the trees will be implemented. Wally stated that he visited the area and spoke with a neighbor who had a concern about parking, who has warmed up to the park idea since the public meeting. Blair said there will be different phases of the park and any money from harvesting of the trees will go towards funding the park. Lena requested next time there's a public forum about the benefits of parks to invite the Park and Tree Committee.

Bob stated that Arbor Day was a big success. Nancy requested a thank you card be sent to the Jamboree for borrowing one of their games. Lena stated that there is room for 3 more cherry trees on the sidewalk. There is a dead birch tree on Clover Tree that Public Works knows to pull.

Adjournment

The meeting was adjourned at 10:05.

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(Ord. 1263, § 1, 2017)