



CITY OF SWEET HOME PARKS & TREE COMMITTEE AGENDA

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

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

Mission Statement

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

Meeting Information

The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 971-203-2871 and enter the meeting ID followed by the # sign to be logged in to the call. Meeting ID: 423 585 844#

Call to Order and Pledge of Allegiance

Roll Call of Park and Tree Committee Members:

Time Reports

Meeting Minutes

- a) [2026-03-18 Park & Tree Committee Meeting Minutes](#)

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

Beautification Committee Update

Old Business

Blooms & Brews Festival

Sankey Park Phase III

New Business

Budget

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.

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

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.

SHMC 1.10 CITY COMMITTEES

§ 2.10.050 POWERS AND DUTIES.

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

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

(Ord. 1263, § 1, 2017)



CITY OF SWEET HOME PARKS & TREE COMMITTEE MINUTES

March 18, 2026, 8:30 AM
3225 Main Street, Sweet Home, OR 97386

WIFI Passcode: guestwifi
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Mission Statement

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

Call to Order and Pledge of Allegiance

The meeting was called to order at 8:31

Roll Call of Park and Tree Committee Members:

PRESENT

Member Matthew Bechtel
Vice Chair Lena Tucker
Member Debra Northern
Member Deena Bechtel
Member Scott Swanson - 8:34 AM
Member Nancy Patton – via speaker phone 8:50 AM
Councilor Aaron Hegge

ABSENT

Member Melanie Jones

STAFF

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

GUESTS

Candice Snyder, Beautification Committee

Time Reports

Manager Clegg informed the Committee that Member Bechtel gave her time reports.

Meeting Minutes

a) 2026-02-18 Park & Tree Committee Meeting Minutes

A motion to approve the 2026-02-18 Park & Tree Committee Meeting Minutes was made by Member Matthew Bechtel and seconded by Member Northern. The motion carried by the following vote:

AYE: Member Bechtel, Vice Chair Tucker, Member Jones, Member Northern

NAY: None

ABSTAIN: Member Deena Bechtel

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ABSENT: Member Swanson, Member Patton

Public Comment.

None

Beautification Committee Update

Candice Snyder gave a report. The Committee plans to meet next on April 9th, and the Committee plans to weed the median on March 31st to coincide with pinwheel placement in the medians.

Old Business

Arbor Day / Blooms & Brews

Manager Clegg reported on participating vendors and noted that ODF will provide EAB outreach materials along with general urban forestry and arboriculture resources. Vice Chair Tucker reminded the Committee that the event is scheduled for April 25th. Member Swanson shared that he may be unable to attend due to a track meet. Manager Clegg stated that check-in, setup, and takedown details will be available by the next meeting. Vice Chair Tucker asked whether the Tree City USA flag could be flown beneath the American flag. The Committee also discussed the Arbor Day proclamation and photos needed for the annual report.

Sankey Park Phase III

Manager Clegg provided an update on the project's progress. Member Bechtel inquired about the bandstand design, and Manager Clegg explained that the design has not yet been finalized. The Committee discussed potential uses for wood from trees removed during the project. Manager Valloni described staff plans for using the logs.

New Business

Introduction of New Member:

Member Deena Bechtel gave a brief background and the reason why she wanted to be on the Committee.

Chair and Vice Chair Nominations

Vice Chair Tucker recommended Member Matthew Bechtel for Chairman. Member Bechtel accepted the recommendation.

A nomination was made by Member Swanson, and the motion was seconded by Member Northern. The motion carried by the following vote:

AYE: Member Bechtel, Vice Chair Tucker, Member Jones, Member Northern, Member Swanson, Member Patton

NAY: None

ABSENT: Member Jones

Member Matthew Bechtel recommended Lena Tucker for Vice Chair. Member Patton made a recommendation for herself for Vice Chair.

Manager Clegg asked each Member for their vote for Member Tucker for Vice Chair. The motion carried by the following vote:

AYE: Member Matthew Bechtel, Vice Chair Tucker, Member Jones, Member Northern, Member Swanson, Member Deena Bechtel

NAY: None

ABSENT: Member Jones

Member Patton removed herself as a candidate.

New Meeting Day and Time

Member Patton submitted an email statement to the Committee prior to the meeting.

Manager Clegg explained that the proposed schedule change is primarily to align with other City committees, which all meet in the afternoons.

Manager Clegg noted that Tuesday afternoons are the only time Member Jones is available, as she has prior commitments on Wednesday and Thursday afternoons.

Member Patton expressed her opposition to the schedule change and shared her reasons with the Committee.

Manager Leisinger provided a statement explaining why afternoon meetings are preferred from a staff perspective.

Member Swanson asked Manager Clegg when the peak time is for contractors to visit her department. Manager Clegg responded that mornings are typically the busiest.

Member Patton expressed concern about being unable to attend afternoon meetings in person. Manager Clegg reviewed the available online and call-in participation options.

Member Swanson stated that he prefers Tuesday afternoons. Member Northern said she is comfortable with Tuesday afternoons. Member Matthew Bechtel noted that he prefers mornings but can meet on Tuesdays. Member Deena Bechtel confirmed that Tuesdays work for her. Member Northern reiterated that she can attend on Tuesdays. Vice Chair Tucker stated that although she prefers mornings, she is able to meet Tuesday afternoons.

Member Swanson made a motion to move the Park & Tree Committee meetings to the 3rd Tuesday of the month at 4:00 PM. The motion was seconded by Member Matthew Bechtel. The motion carried by the following vote:

AYE: Member Matthew Bechtel, Vice Chair Tucker, Member Jones, Member Northern, Member Swanson, Member Deena Bechtel

NAY: None

ABSENT: Member Jones

Round Table Discussions

Skate Park Partnership and Project Updates: Manager Clegg informed the Committee that the City will be partnering with the School District to update the skate park. The project is being led by the High School Interact Club. Member Bechtel provided an update on current skate park conditions and noted the need for letters of support for Larry Horton, who is leading the effort on behalf of the Interact Club.

Beautification and Planting Updates: Member Tucker asked about flowers for the median. Beautification Committee Member Snyder reported that the Committee has ordered red, white, and blue flowers. She also mentioned that there will be additional plants available to give away during the Arbor Day event.

Beautification Committee Member Snyder asked staff about the volunteer forms required for members. Manager Clegg advised her to check with Ryan at the front desk for the correct form. Member Snyder noted that the current forms do not include emergency contact information. Manager Clegg stated she will send volunteer forms to all Committee members to complete.

Arbor Day Preparations: Member Patton asked whether there was a weeding schedule planned for Sankey Park prior to the Arbor Day event. The Committee discussed meeting on April 8 at 8:30 AM for this purpose. Member Patton also asked whether flowers would be planted in the flagpole area. Manager Clegg responded that she would check with staff but noted that irrigation is not available in that area, and staffing levels do not allow for regular hand watering. Vice Chair Tucker volunteered to plant pansies before the Blooms & Brews Festival and said she will also provide additional plants to give away during the event.

Pie Contest: Member Patton gave an update on the pie contest, including sponsors and donations. Vice Chair Tucker thanked her for her work on the event.

Adjournment

The meeting was adjourned at 9:20 AM

DRAFT