



CITY OF SWEET HOME PARKS AND TREE COMMITTEE AGENDA

February 21, 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: # 852 022 483 Passcode: Fm7JRF

Call to Order and Pledge of Allegiance

Roll Call of Park and Tree Committee Members:

Time Reports

[2023-12-20 Park and Tree Committee 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

Arbor Day Discussion

Sankey Park Phase III Donations

Pocket park naming update

New Business

Parks Master Plan: Goals discussion

Ivy pull at Upper Sankey Park

City Hall Park

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 AND TREE COMMITTEE MINUTES

December 20, 2023, 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

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Call to Order and Pledge of Allegiance

The meeting was called to order at 8:42.

Roll Call of Park and Tree Committee Members:

PRESENT

Josh Marvin
Lena Tucker
Nancy Patton
Debra Northern-(video)

ABSENT

Wally Shreves (excused)
Bob Dalton
Matthew Bechtel
Councilor Trask

STAFF

Diane Golden, Associate Planner
Angela Clegg, Tourism and Economic Development Coordinator
Greg Springman, Public Works Director

Time Reports

None.

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

Meeting Minutes

2023-11-15 Park and Tree Committee Minutes

Motion to approve minutes Josh Marvin, seconded by Nancy Patton.

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.

Beautification Committee Update

Greg Springman reported that planting was done in the medians on Highway 20 with public works and the Beautification Committee. Springman is encouraging more of a public works effort for safety and traffic concerns, and having the Beautification Committee help more towards the entrances of buildings.

Old Business

City Hall Park: Greg Springman talked about Dahlenburg bridge being moved to the front of the City Hall building. Posts for the fence have been put in and chain link fencing will be put in soon.

New Business

Arbor Day Lena Tucker talked about options for Arbor Day in April 2024 to kick off the event. Tucker proposed tree planting events at Sankey Park or City Hall. Greg Springman mentioned replacing the tree at City Hall, or preserving and saving the tree.

Debra Sue Northern mentioned planting an incense cedar tree at Sankey Park.

Greg Springman proposed kicking off the naming of the pocket park for Arbor Day.

Lena Tucker suggested the February meeting for the deadline to have an idea for the event for Arbor Day.

Sankey Park Phase III Donations: No new donations have been made. Alterations to the grant was proposed to speak at the January meeting. Nancy Patton proposed a spaghetti feed for the fundraiser. Lena Tucker reminded the committee that donation requests made in the beginning of the year work best.

Sweet Home Parks Master Plan surveys: Angela Clegg stated that more promotion of the surveys are needing to be done. Currently the biggest response was from Harvest Festival. More information will be available in January.

Parks budget priority: Angela Clegg stated discussion about the priorities of the budget will be focused around grants and the Sweet Home Master Parks Plan. Funding needs to be clarified in January.

If the match for the Sankey Park Donations aren't made, re calibrating the grant will need to be made.

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

Nancy Patton asked about the Pocket Park naming at the City council meeting. Angela Clegg encouraged a member of the Park and Tree Committee to attend the City Council meeting in January in regards to the Park and Tree Committee's suggestions to the names of the Pocket Park.

Adjournment

The meeting was adjourned at 9:21.

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