



CITY OF SWEET HOME PARKS & TREE COMMITTEE MINUTES

October 15, 2025, 8:30 AM
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.

Call to Order and Pledge of Allegiance

The meeting was called to order at 8:31 AM

Roll Call of Park and Tree Committee Members:

PRESENT

Member Scott Swanson
Vice Chair Lena Tucker
Member Nancy Patton
Member Debra Northern (Online)
Member Melanie Jones
Chairman Wally Shreves
Councilor Aaron Hegge

ABSENT

Member Matthew Bechtel

STAFF

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

GUESTS

Candy Snyder

Time Reports

Reports were sent to Angela for the Ivy pull

Meeting Minutes

- a) 2025-09-17 Park & Tree Committee Meeting Minutes

One correction: Councilor Hegge was in attendance online

A motion to approve September 17, 2025, Meeting Minutes was made by Vice Chair Tucker. Member Swanson seconded the motion.

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.

Voting Yea: Member Swanson, Vice Chair Tucker, Member Patton, Member Northern, Chairman Shreves, Member Jones

Voting Nay: None

Absent: Member Bechtel

Public Comment. None

Beautification Committee Update

Candy Snyder provided an update on recent beautification activities:

- Weeding and Petunia Removal: Completed on September 23rd. Vice Chair Tucker trimmed and removed shrubs; Candy will inform Public Works which shrubs need replacement.
- Harvest Festival: Four committee members staffed the beautification booth. Eight individuals signed up to volunteer; a follow-up email was sent to thank them and invite participation in the spring.
- Tulip Bulbs: The planned planting in the medians on October 14th was canceled due to cold weather, so tulips will not be planted there this year. Remaining bulbs from the harvest festival may be planted along 4th Avenue near Oak Terrace.
- Christmas Greenery Pots: Work will take place the week before Thanksgiving, led by Lisa McCubbins. The proposed placement is along Main Street. Candy asked about placing them on sidewalks; Manager Clegg confirmed this would be acceptable as long as pedestrian and ADA access is maintained. Additional holiday décor will be added. The group also discussed securing the decorative lollipops with cement to prevent theft.
- Spring Planting: Candy will order red and white petunias, along with a blue flower, in mid-February for the medians and entryways.
- Hanging Baskets: Rebecca returned the baskets to Bowman's, allowing the City to receive a discount.
- Volunteer Appreciation: Candy noted that volunteers have not yet been recognized for their efforts. She suggested several options for showing appreciation, including recognition at a City Council meeting, hosting a garden party in March, or sending thank-you cards. Wally asked about the best time of day for an event; Candy suggested mornings might work best, though attendance could be low. She recommended keeping any gathering short and informal and may purchase coffee cards to send to volunteers herself.

Old Business

Northside Park Replacement Trees: Vice Chair Tucker went to Garland Nursery to look at trees. They qualify for Pacific Power vouchers. Maples were chosen to replace the Elms that had issues. Vice Chair Tucker still has a native white oak, she thought about putting it at Northside Park.

Mollie's Dogwood: Discussion was had about putting in a Crepe Myrtle to replace Mollie's Dogwood. It can be purchased at Garland Nursery with vouchers. Water bags will be used to help establish the Crepe Myrtle.

Vice Chair Tucker and Manager Clegg will work on getting the order placed with Garland Nursery after Vice Chair Tucker returns from out of state next week. There was further discussion on tree varieties and possible locations.

Sankey Park Phase III: Manager Clegg reported that a pre-bid meeting was held at the park with contractors regarding the trail system project. Attendees walked through the park, reviewed the plans, and asked questions. An attendance list and a summary of the questions will be posted on the bidding page. All bids are expected to be submitted by the end of the month.

Manager Clegg also shared that a site meeting was held with the City's Public Works Department and the local contact from the Timber Framers Guild to review the bandstand layout. The structure was staked out to determine its size and placement. Staff expect to receive the final design from the architect soon.

Harvest Festival Wrap Up:

Chairman Shreves reported that vendor parking went very smoothly this year, aided by the dry weather, which allowed vendors to park on the grass area in the back. Manager Clegg noted that using the grass area may not always be possible in future years, depending on rainfall and ground conditions.

Manager Clegg shared that a total of 96 vendors participated in the festival, and none expressed any complaints. The petting zoo, face painting, and pumpkin painting activities were especially popular. She also reminded the committee that next year will mark the festival's 20th anniversary.

Member Patton asked whether there would be a sponsor for the pie contest next year. Manager Clegg explained that sponsorships cannot be guaranteed; however, as of now, a pie contest is planned for the 2026 Harvest Festival. Registration will open at the beginning of July, and if there are not enough participants registered by September 1st, the contest will be canceled.

The committee discussed whether an entry fee should be required for the pie contest.

Manager Clegg also reported that there was strong participation in the Chili Cookoff, which will continue next year. All donations from this year's cookoff were donated to support a local girl fighting cancer.

New Business

None

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

Chairman Shreves requested that spraying the bank at Northside Park as follow up to the Ivy pull last Tuesday happen before forecasted rain on Sunday. Suggested another Ivy pull potentially in the Spring.

Member Patton asked if the committee would be interested in having a float in the holiday parade on December 13th. The Committee discussed participation and held a vote:

Voting Yaw: Chairman Wally Shreves

Voting Nay: Member Northern, Member Swanson, Vice Chair Tucker, Member Patton, Member Jones

Absent: Member Matthew Bechtel

Adjournment

The meeting was adjourned at 9:15 AM