



CITY OF SWEET HOME PARKS AND TREE COMMITTEE MINUTES

July 17, 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

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 Sue Northern

Councilor Dave Trask

ABSENT

Wally Shreves

STAFF

Adam Leisinger, Communications Manager
Angela Clegg, Building and Planning Manager (virtual)
Diane Golden, Associate Planner

GUEST

Elizabeth Auvil (virtual)

Time Reports

The Park and Tree Committee will turn their minutes in to Diane and Angela.

Meeting Minutes

2024-06-19 Park and Tree Committee Meeting Minutes

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.

The minutes were approved by Debra Sue Northern. Matthew Bechtel seconded.

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.

Old Business

Health Fair: There are approximately 35 tables reserved for the Health Fair. Bob reserved a table for the Park and Tree Committee. The fair will be held from 9am to 2pm. Lena, Matthew, and Nancy confirmed attendance. Lena will bring activities, information, and the pop-up for the event.

Harvest Festival Duties: The Harvest Festival is still in the planning stage. Angela is moving the pie booth to a different location. Lena proposed having a table dedicated to solely Park and Tree information. Angela stated there is a limited number of tables available. Bob Dalton and Nancy Patton confirmed to have extra tables available to loan if needed.

New Business

Cut the Gut Report: Nancy reported that there was not much money donated from the event, and it would be good to have their own spot next year. Lena confirmed that getting information out wasn't the easiest because of the nature of the event. Angela reported that Cut the Gut is a Chamber event, and to let them know if there's any safety concerns regarding burnouts.

42nd and Osage: Angela reported that the playground equipment got picked up and are waiting for the tree stumps to be cleared. There will be a schematic plan drawn up soon. Equipment can be ordered at any time and hopefully an end date will be confirmed soon. Most of the trees have been felled and removed successfully, but there is no set date for the stumps to be removed. Bob reminded the Park and Tree Committee to advocate for the park to the public. Nancy suggested a write-up in the newspaper for the parks. Levi will be updating the pamphlets when he returns from paternity leave. There will be more pamphlets needing to be printed for the Health Fair.

Sweet Home Park System Plan- Draft: Elizabeth reported that the plans were updated based on the comments and concerns from May, adding educational signage and wayfinding plans. Elizabeth stated that the recommendation of the number of parks was based on the National Review of Parks, stating that mini-parks are not considered for standard level of service.

Bob and Nancy vocalized caution of funding available for the number of parks proposed. Elizabeth stated that the plan is a living document and subject to change, and to use it as a tool for support. Angela reported that Sankey Park is still a work in progress that has been started, but the biggest goal was to install parks in the eastern part of the City. The City is looking for a recommendation from the Park and Tree Committee, or any final comments or edits, for final approval of the Park System Plan. Nancy Patton made a recommendation to Council to approve the Park System Plan as is. Matthew Bechtel seconded.

Yay: 5

Nay: 0

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

Angela has not received any more matching funds for the bandstand grant. Angela has been working with the Woodworker's Guild, who has a certified engineer to work with. Angela will email the Park and Tree Committee the link with their information. Public Works has the ability to create pieces like benches and dais for the City, but will be more available in the winter. The wood from the 42nd and Osage Park was sold to help pay for the park. The engineers from the Woodworker's Guild will not be available until after the Jamboree.

The Dahlenburg bridge has been successfully moved to City Hall.

Dave Trask recommended more tables to be installed at the western side of Sankey Park.

Adjournment

The meeting was adjourned at 9:47.

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.

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)