



# CITY OF SWEET HOME PARKS & TREE COMMITTEE MINUTES

April 16, 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.

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## Call to Order and Pledge of Allegiance

The meeting was called to order at 8:30 AM.

## Roll Call of Park and Tree Committee Members:

### PRESENT:

Scott Swanson  
Matthew Bechtel  
Lena Tucker  
Wally Shreves  
Bob Dalton  
Debra Northern  
Nancy Patton  
Aaron Hegge, City Councilor

### STAFF:

Angela Clegg, Planning & Building Manager  
Greg Springman, Public Works Director  
Sean Hegge, Crew Lead: Facilities and Parks  
Cecily Hope Pretty, Deputy City Manager  
Amber Steinborn, Planning & Building Permit Tech  
Adam Leisinger, Special Projects Manager  
Rebecca Swoboda, Administrative Assistant

## Time Reports

Chairman Shreves asked the Committee to email and turn in any time reports to Manager Clegg.

## Meeting Minutes

### a) 2025-03-19 Park & Tree Committee Meeting Minutes

A motion to approve the March 19, 2025 Meeting Minutes was made by Member Patton, seconded by Member Swanson.

Voting Yea: Chairman Shreves, Vice Chair Tucker, Member Patton, Member Swanson, Member Bechtel, Member Northern, Member Dalton.

Voting Nay: None

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*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.*

## Public Comment.

None.

## Old Business

**Beautification Committee Update:** Manager Clegg asked about the Beautification Committee's schedule that was emailed. Director Springman stated that they need volunteers and gave an update on tentative activities scheduled. Member Swanson stated that The New Era would be running a story about the need for volunteers. Director Springman indicated that the Committee will have a table at Arbor Day.

**Arbor Day Event:** Committee members confirmed meeting time and location at Sankey Park at 11:00 am to remove excess ivy from upper-area of Sankey Park. Setup for event will begin around noon, for event start time of 2:00 pm. Chairman Shreves confirmed Pacific Power will be attending the event with tree education around power lines, and other discussion about logistics. Chairman Shreves will bring rope-tac-toe; he will also be purchasing and picking up condiments, tongs, beverage cups, hotdogs, buns, a drink cooler for water, and lemonade for Member Patton to make for the event. Member Patton will be bringing a beverage dispenser with a spout for lemonade; parachute game; and large tic-tac-toe game. Vice-Chair Tucker will bring table-top Jenga and has purchased paper food trays ('boats') for hot dogs to be served in. Director Springman confirmed Public Works Department will bring the cornhole game, as well as a cooler full of ice from the ice machine (in lieu of purchasing ice from store); Public Works employees will also ensure pop-up tents, tables, and chairs are available for Event. Manager Clegg will bring serving gloves, leftover cups from Harvest Festival, disc golf, frisbees, tablecloth(s), tree city flag, brochures, and other informational flyers for the Park & Tree Committee. Manager Clegg will also email a list to Committee Members, to confirm supplies and who is bringing them; and will also check with Mayor Coleman to confirm whether or not she will be attending; City Manager, Jason Ogden, has confirmed that he will be present for the event. Chairman Shreves will read the Proclamation as he has done in past years for the Event. Committee members were given flyers from Staff Steinborn to hang up and pass around town for the Event. Manager Leisinger also confirmed that the Event had been shared from The City's official Facebook page & to share the event from there, onto personal social media pages if members wish to spread the word about the Event.

**Sankey Park Phase III Update:** Manager Clegg advised – no updates.

**Weddle Bridge:** Chairman Shreves touched base with a member of the Mill City Committee regarding a grant they received for one of their bridges & indicated he will be meeting with her again in-person. Member Patton spoke with members of Sweet Home Economic Development Group (SHEDG), as well as Buck's Sanitation, and asked if they would contribute or be interested in making a donation towards the costs for the bridge. SHEDG wanted to know who the General Contractor is, how much money the project is going to cost, who is reaching out to the donors, what is the timeline for the project (for both beginning and completing expected dates). There was discussion regarding determining the steps in the process for repairing the bridge and what all that encompasses (beings that it is a specialized process for repairing a bridge), for any interested parties who are willing to donate materials, labor, etc.. The Committee Members agreed with Manager Clegg and Director Springman that determining the first step in the process would be important, rather than just acting on removing parts of the bridge and finding out later that the incorrect process was used & will (in turn) create more work and more costs down the road.

## New Business

**Buttons:** The request for "Park & Tree Committee" shirts was discussed previously, as a way for the Committee Members to stand apart from the General Public during events. Manager Clegg advised that the City of Sweet Home Charter has strict guidelines for the usage of The City's logo; Deputy City Manager Pretty advised that buttons were opted for, instead, as a low-cost alternative to shirts. Manager Leisinger verified that the Buttons have not yet arrived, but confirmed that they have been ordered.

## **Round Table Discussions**

**Park & Tree Committee updates to City Council:** Councilor Hegge confirmed to Chairman Shreves that he does give updates regarding Park & Tree Committee during City Council Meetings. Manager Clegg also confirmed that Park & Tree Committee Meeting Minutes are uploaded to the City Council Packets so that City Council Members can read updates, as well. Manager Clegg will also be giving flyers to City Council Members in their packets on 4/22/2025. Chairman Shreves requested Councilor Hegge to, please, personally invite all City Council Members to the Arbor Day Event.

## **Adjournment**

The meeting was adjourned at 9:16 AM.

DRAFT