



**ROSEBURG PARKS COMMISSION AGENDA
WEDNESDAY, MARCH 4, 2020**

**8:15 a.m. Regular Meeting City Hall Third Floor Conference Room
900 SE Douglas Avenue, Roseburg, Oregon 97470**

NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-6730 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.

I. CALL TO ORDER

II. ROLL CALL:

Chair: Alison Eggers
Commissioners: Kyle Bailey Leila Heislein Diana Wales
Bob Grubbs Marsha La Verne Ryan Finlay

III. APPROVAL OF MINUTES

A. February 5, 2020

IV. DISCUSSION ITEMS

A. Playground Equipment Purchase – Beulah Park

AUDIENCE PARTICIPATION – At this time, anyone wishing to address the Commission concerning items of interest not included in the agenda may do so. The person addressing the Commission shall, when recognized, give his/her name and address for the record. All remarks shall be directed to the whole Commission. The Commission reserves the right to delay any action, if required, until such time when they are fully informed on the matter.

V. INFORMATIONAL

A. Maintenance Report

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: April 1, 2020

VIII. ADJOURNMENT

***** AMERICANS WITH DISABILITIES ACT NOTICE *****

Please contact the Office of the City Recorder, Roseburg City Hall, 900 SE Douglas Avenue, Roseburg, OR 97470 (Phone 541-492-6700) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**CITY OF ROSEBURG
PARKS AND RECREATION COMMISSION
FEBRUARY 5, 2020**

MINUTES

CALL TO ORDER: Chair Alison Eggers called the meeting of the City of Roseburg Parks and Recreation Commission to order at 8:15 a.m. Wednesday, February 5, 2020, in the Third Floor Conference Room at City Hall.

ROLL CALL: Present: Chair Alison Eggers, Commissioners Kyle Bailey, Leila Heislein, Marsha La Verne, Bob Grubbs and Ryan Finlay

Absent: Diana Wales

Attending Staff: City Manager Nikki Messenger, Public Works Director Brice Perkins, Community Development Director Stuart Cowie, Communications Specialist Eric Johnson, Parks and Recreation Program Manager Kris Ammerman, and Department Technician Chanelle Rogers

Others Present: City Councilor Bev Cole

APPROVAL OF MINUTES: Commissioner Bailey moved to approve the minutes of the November 6, 2019 Parks and Recreation Commission meeting. Motion was seconded by Commissioner La Verne and approved with the following vote: Chair Eggers and Commissioners Bailey, Heislein, Finlay, Grubbs, and La Verne voted yes. No one voted no.

DISCUSSION ITEMS:

Naming of Multi-Use Path: Ammerman said the City's multi-use path does not currently have a definitive name. Ammerman mentioned that the City Community Development Department (CDD) has been working for a couple years towards bringing wayfinding signs to the City's multi-use path system. A key element of wayfinding is identification of place. Selecting a definitive name for our path system would be beneficial to the addition of the wayfinding signs by providing an easily recognizable brand to the overall system. Cowie said the City has been working with a design consultant as well as Anvil Northwest for a style guide for the city. Multiple sign options have been provided but currently we are only looking at the signs for the multi-use path. Grubbs inquired as to what staff was looking for from the commission naming or design. Cowie replied staff was looking for a definitive name recommendation from the commission. Chair Eggers said one of the commissioners had contacted her and mentioned that the section of river that runs through Roseburg is the South Umpqua not just the Umpqua. That same commissioner also questioned if staff would be working with ODOT and Douglas County for the sections of the path that are outside City limits. Cowie stated that yes staff has spoken with both agencies regarding the naming. Commissioner La Verne said she really liked having an "R" on the design as it could make people feel welcome and remember Roseburg. Commissioner Bailey feels consistency is huge since people get used to seeing certain things. Discussion ensued on whether it should be called a greenway, path, or trail and if it should be Roseburg or Umpqua.

MOTION: Commissioner La Verne moved to recommend to City Council to select Umpqua River Trail as the definitive name of the City of Roseburg's multi-use path system. The motion

was seconded by Commissioner Grubbs and approved with the following vote: Chair Eggers and Commissioners Bailey, Heislein, Finlay, Grubbs, and La Verne voted yes. No one voted no.

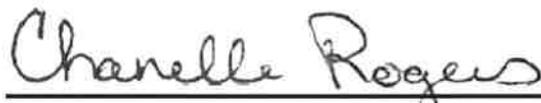
AUDIENCE PARTICIPATION: None

INFORMATIONAL: The parks maintenance report prepared by Parks Superintendent Brendon DeMuth for January 2020 was provided to the commission.

Ammerman stated the design for Beulah Park Project is 90% complete and will be coming back to the commission in the next couple months. Ammerman also mentioned Stewart Park Pavilion renovation also received grant funding and design will be completed soon and construction should happen in early Fall. Lastly Ammerman informed Wednesday, February 12, 2020 at 6p.m. there will be a public meeting to discuss a potential trail system at Sunshine Park. The meeting will be in the Ford Room at the City of Roseburg Public Library

BUSINESS FROM THE COMMISSION:

ADJOURNMENT: Meeting adjourned at 9:02 a.m.



Chanelle Rogers, Public Works Department Technician



CITY OF ROSEBURG MEMORANDUM



DATE: March 4, 2020

TO: Parks & Recreation Commission

FROM: Kris Ammerman, Parks & Recreation Program Manager

SUBJECT: Playground Equipment Purchase – Beulah Park

ISSUE STATEMENT AND SUMMARY

City of Roseburg was awarded a grant from the Oregon Parks and Recreation Department (OPRD) for the construction of a playground and other improvements at Beulah Park. The issue for Commission is whether to recommend the purchase of the play equipment to City Council for approval.

BACKGROUND

City staff evaluated the quality, durability and design of play equipment from several manufacturers and chose equipment made by Landscape Structures, sold exclusively in Oregon by Ross Recreation.

During this grant cycle the funding agency (OPRD) placed special emphasis on going above and beyond ADA accessibility by creating playground areas and features that are truly inclusive. With that in mind City staff selected Foreverlawn Playground grass as the playground surface product for the Beulah Playground areas. This product provides a smooth, firm surface throughout the play area so that users with mobility issues have fewer barriers to the equipment.

In the past, the City has purchased playground equipment through the Oregon Procurement Information Network (ORPIN), which is a method that allows the City and other agencies to reach suppliers in order to procure goods and services. However, ORPIN no longer offers playground equipment through their plan.

The City joined a different cooperative purchasing program in 2015 called the Houston Galveston Area Council (H-GAC). The H-GAC is a regional planning commission and political subdivision of the state of Texas that has instituted a cooperative purchasing program to allow other eligible members to utilize H-GAC's pricing. The H-GAC has become a large asset to government purchasing power, saving both time and money. Over 85 local government agencies throughout Oregon are current members, including 31 Oregon cities. Cities, counties, special districts and qualifying non-profits join H-GAC by entering into an Interlocal Contract (ILC).

FINANCIAL and/or RESOURCE CONSIDERATIONS

Approximately \$258,125 in funding has been identified for this project, utilizing a combination of sources. Cost estimates and funding breakdowns are summarized in the following tables.

Costs	Amount
Play Equipment	\$ 39,322.72
Playground Surfacing - materials	\$ 43,536.80
Playground Surfacing - installation	\$ 23,333.00
Landscaping & Irrigation	\$ 8,500.00
Site Furnishings	\$ 12,500.00
In house const. – hard costs	\$ 31,052.48
Construction (concrete, etc.)	\$ 99,880.00
Total Est. Project Cost	\$ 258,125.00

Funding Sources	Amount
State Park Grant Award	\$ 158,125.00
Sidewalk Fund	\$ 15,000.00
Park Improvement Fund	\$ 85,000.00
Total	\$ 258,125.00

The City received a quote from Ross Recreation of \$106,192.52 for the purchase of play equipment and playground surfacing materials and installation. The quote includes a 6% discount offered for the equipment purchase when made via the Houston Galveston Area Council (H-GAC).

TIMING ISSUES

In order to begin the Beulah project this fiscal year staff would like permission to purchase the equipment as soon as possible. If Commission forwards a recommendation, it will be presented to City Council at their March 23rd meeting.

STAFF RECOMMENDATION

Staff recommends proceeding with the purchase of Landscape Structures play equipment and Foreverlawn Playground surfacing in the amount of \$106,192.52 utilizing the H-GAC purchasing plan.

SUGGESTED MOTION

I move to recommend to City Council the purchase of play equipment and playground surfacing in the amount of \$106,192.52 for the Beulah Park improvement project, using the H-GAC purchasing plan.

ATTACHMENTS

Play Equipment image



SLR
landscape
structures

Beulah Park 2020

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Parks Maintenance Report – February

February parks maintenance has picked up in several ways. We're seeing some daffodils put on a show and grass has started to grow. With the nice days we have been getting recently it's great to see people out enjoying the parks system!

Here are a few things we have been working on.

- Adopt a Trail for riverside park
- Adopt a trail added for Stewart Park
- Replaced 16 small trees due to vandalism
- Planted Trees at Laurelwood park
- Graffiti removal
- Painted doors at Riverside park
- Rose Pruning
- Mowing
- Repairs to trash cans (vandalism)
- Restroom painting
- Renovated benches in the disc golf/wildlife area
- Equipment maintenance
- Improved muddy section of the nature trail entrance
- Removed hazard tree

