



**ROSEBURG PARKS COMMISSION AGENDA
WEDNESDAY, AUGUST 5, 2020**

Handwritten: 7-30-2020

**8:15 a.m. Regular Meeting Umpqua Room at Public Safety Center
700 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.

NOTE: LOCATION CHANGE

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. March 4, 2020

IV. DISCUSSION ITEMS

A. Fir Grove Field Improvement request

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. Stewart Park Natural Area Educational Kiosk Upgrade (Verbal Update/Presentation)

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: September 2, 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
MARCH 4, 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, March 4, 2020, in the Third Floor Conference Room at City Hall.

ROLL CALL: Present: Chair Alison Eggers, Commissioners Kyle Bailey, Leila Heislein, Diana Wales, and Bob Grubbs

Absent: Marsha La Verne and Ryan Finlay

Attending Staff: City Manager Nikki Messenger, Communications Specialist Eric Johnson, Parks and Recreation Program Manager Kris Ammerman, and Department Technician Chanelle Rogers

Others Present: Citizen Cherann Beer

APPROVAL OF MINUTES: Commissioner Grubbs moved to approve the minutes of the February 5, 2020 Parks and Recreation Commission meeting. Motion was seconded by Commissioner Bailey and approved with the following vote: Chair Eggers and Commissioners Bailey, Heislein, Wales and Grubbs voted yes. No one voted no.

DISCUSSION ITEMS:

Playground Equipment Purchase – Beulah Park: Ammerman informed the City of Roseburg had been awarded a grant from the Oregon Parks and Recreation Department (OPRD) for the construction of a playground and other improvements at Beulah Park. Ammerman said 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. Chair Eggers questioned how soon after City Council approves the purchase would project start. Ammerman said the playground equipment should arrive 4-6 weeks from when it is ordered, but as soon as the order is approved the Public Works staff can start doing some of the site work. Would like to have it completed sometime this summer. Commissioner Bailey questioned if the City has purchased from Landscape Structures before. Ammerman replied that Landscape Structures has been used multiple time, the first time was with the Stewart Park playground renovation. Commissioner Wales inquired what the Foreverlawn is. Ammerman said it is a grass playground surface that provides a smooth, firm surface throughout the play area so that users with mobility issues have fewer barriers to the equipment. Commissioner Bailey asked if the rest of the park would be regular lawn. Ammerman replied yes that there will be a border between the Foreverlawn and the natural landscaping. Commissioner Grubbs asked if there will still be basketball courts. Ammerman stated that there would be and that will be done in the second phase of the entire project.

MOTION: Commissioner Grubbs moved to recommend to City Council the purchase of Landscape Structures play equipment and playground surfacing in the amount of \$106,192.52 utilizing the H-GAC purchasing plan. Motion was seconded by Commissioner Heislein and approved with the following vote: Chair Eggers and Commissioners Bailey, Heislein, Wales and Grubbs voted yes. No one voted.

AUDIENCE PARTICIPATION: Cherann Beer is a citizen that is going to school working on getting her Masters degree in Social Work and needed to attend a public meeting to see how the dynamics of a public meeting work.

INFORMATIONAL: The parks maintenance report prepared by Parks Superintendent Brendon DeMuth for February 2020 was provided to the commission. Commissioner Bailey asked if the 16 trees that were replaced due to vandalism were all in same location. Ammerman wasn't sure but thought it might be, sometimes small ones are planted and people come along and just rip them out. Commissioner Bailey questioned when is American Legion required to remove the gravel from the turf project. Ammerman stated he is meeting with Tom Donagan president of American Legion today and will be discussing that, they continue to ask to leave the gravel and staff keeps informing that they need to remove it.

BUSINESS FROM THE COMMISSION: Commissioner Heislein asked if there is an Arbor Day project for this year. Ammerman said yes Tracy Pope from Parks crew will be teaching how to plant trees properly. Commissioner Wales said the osprey are wanting to nest soon, need to get deterrent in the old location at Gaddis Park or they won't use the new platform. Ammerman said he has talked with the new Cal Ripkin president and let them know that it is up to them for maintenance and they need to get the deterrents up. Commissioner Wales said to give the Audubon Society contact information, as they would be glad to help in the educational parts. Chair Eggers asked how the Sunshine Park trail meeting went. Ammerman said it was really good meeting had good turnout.

ADJOURNMENT: Meeting adjourned at 8:35 a.m.



Chanelle Rogers, Public Works Department Technician



**CITY OF ROSEBURG
MEMORANDUM**



DATE: August 5th, 2020
TO: Parks & Recreation Commission
FROM: Kris W. Ammerman, Parks & Recreation Program Manager
SUBJECT: **Fir Grove Field Improvement request**

ISSUE STATEMENT AND SUMMARY

The Umpqua United Soccer Club (UUSC) is requesting the Parks & Recreation Commission consider allowing them to make a major field improvement to one of the fields in the Fir Grove section of Stewart Park. The issue for Commission is whether to recommend that Council approve the request. UUSC is also requesting an extension of their agreement with the City to twenty years to more appropriately reflect their level of investment and to aid them in securing grants for the project.

BACKGROUND/ANALYSIS

Members of the Umpqua United Soccer Club recently met with staff to outline their desired plan to replace the grass on one of the fields at Fir Grove with artificial turf. Their plan will include all items necessary for this type of project including drainage, etc. Having artificial turf in place will allow for greater use throughout the year. The club would also like to add lighting to the field, which would allow for extended use. This project would also involve minor changes to the layout of the various fields in the soccer field complex area.

In accordance with City of Roseburg policy, alterations or improvements to facilities that are desired by outside entities shall be at the sole expense of that entity unless otherwise agreed upon by the City. UUSC shall submit to City for its approval, plans and specifications for any alterations or improvements to the facilities. The City retains the right, at its sole discretion, to approve, modify, or reject any alterations or improvements for any reason whatsoever. All such alterations or improvements shall, unless otherwise mutually agreed in writing by the parties, be property of the City.

As with other major projects done by independent organizations within the parks, one of the conditions set by the Parks Commission and City Council is that all funding for the project must be secured prior to construction beginning. Additional conditions of approval set forth by the City Council previously included that independent organizations (UUSC in this case) submit a total cost estimate with funding sources and a detailed schedule of design and construction.

Members from UUSC plan to attend the August 5th meeting to present the project concepts.

FINANCIAL / RESOURCE CONSIDERATIONS

UUSC will seek grants and other funding for the project.

TIMING ISSUES

The UUSC would like to begin fund-raising for the project as soon as possible.

STAFF RECOMMENDATION

Staff recommends the Parks Commission forward a recommendation to City Council to support the request by the Umpqua United Soccer Club to improve the surface of one of the Fir Grove fields to artificial turf, add lighting, and extend the terms of their agreement from five to twenty years, with the condition that all funding is secured prior to beginning the project.

SUGGESTED MOTION

I move to recommend to the City Council the approval of the request by Umpqua United Soccer Club to improve the surface of one of the Fir Grove fields to artificial turf, add lighting, and extend the terms of their agreement from five to twenty years, with the condition that all funding is secured prior to beginning the project.

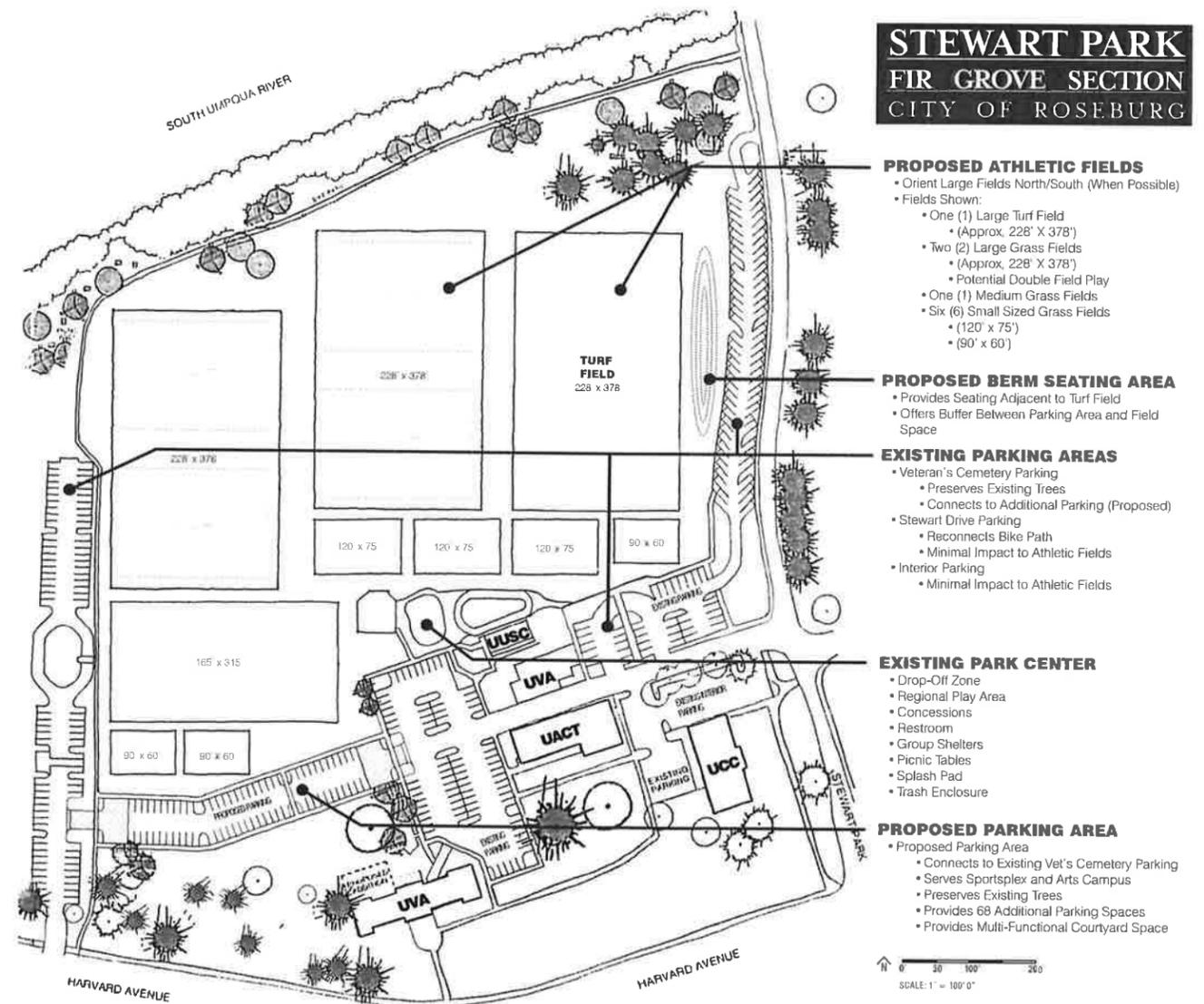
ATTACHMENTS

Proposal from Umpqua United Soccer Club

Fir Grove Section Proposed Soccer Complex



Existing Master Plan



Proposed Soccer Complex

Current Campus Organizations:

- ① Umpqua Valley Arts Association Main Building (UVA)
- ② Umpqua Valley Arts Association Clay Studio and Imagination Station (UVA)
- ③ Umpqua Actors Community Theatre (UACT)
- ④ Umpqua Community College - Wooley Center
- ⑤ Umpqua United Soccer Club (UJUSC)