

IMPORTANT: Any citizen may orally address the Parks Commission on non-agenda items during the Public Forum. Any citizen may submit written comments to the Commission on any item on the Agenda, unless it is the subject of a public hearing and the record is closed. Time permitting, the Presiding Officer may allow oral testimony. If you wish to speak, please out the Speaker Request Form located near the entrance to the Council Chambers. The chair will recognize you and inform you as to the amount of time allotted to you, if any. The time granted will be dependent to some extent on the nature of the item under discussion, the number of people who wish to speak, and the length of the agenda.



**AGENDA FOR SPECIAL BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION**

February 10, 2020

The Grove, 1195 E. Main Street

5:30 p.m.

I. CALL TO ORDER

II. PUBLIC FORUM

III. ADDITIONS OR DELETIONS TO THE AGENDA

IV. UNFINISHED BUSINESS

1. Japanese Garden Update (Informational)
2. Park Hours Rules (Informational)
3. Alcohol in Parks Rules (Informational)

V. NEW BUSINESS

1. Pool Design Approval of Contract (Action)
2. IPM Exemption - Blvd. (Informational)

VI. ITEMS FROM COMMISSIONERS/STAFF

VII. UPCOMING MEETING DATES

1. APCR Regular Meeting—February 24, 2020
 - Council Chambers, 1175 E. Main St.—7:00 p.m.
2. Ashland Senior Advisory Committee—March 9, 2020
 - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
3. Recreation Division Advisory Committee—March 12, 2020
 - Council Chambers, 1175 E. Main St.—4:00 p.m.
4. Bee City USA—March 18, 2020
 - The Nature Center, 620 N Mountain Ave—3:00 p.m.

VIII. ADJOURNMENT

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Joel Heller
Rick Landt
Jim Lewis
Julian Bell



Michael A. Black, AICP
Director

541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners

FROM: Michael Black, APRC Director

DATE: February 5, 2020

SUBJECT: Japanese Garden Project

SITUATION

The Japanese Garden plans were approved on October 28, 2020, and staff is now ready to move forward with the first phase of the Japanese Garden plan, which includes tree root preparation, tree and shrub transplantation and tree protection measures.

BACKGROUND

With the assistance of the Parks Foundation, we have engaged a second landscape architect to assist Toru Tanaka in finalizing the plan for the garden and preparing construction plans. The second architect is Kerry KenCairn, who is local and has a wealth of experience that we have been able to capitalize on and move this project forward.

Tree Inventory

A plan has been attached to the staff report that shows the tree inventory, with a master disposition for all trees in the garden (transplant, remove and preserve).

Tree Protection Plan

The tree protection plan is also attached.

CONCLUSION

The plans for the garden have already been approved; however, as we move through the phases of the project, I am planning to bring each phase to the Parks Commissioners for their information, feedback and discussion. I look forward to discussing the first phase of the project with you on Monday, February 10th, 2020.

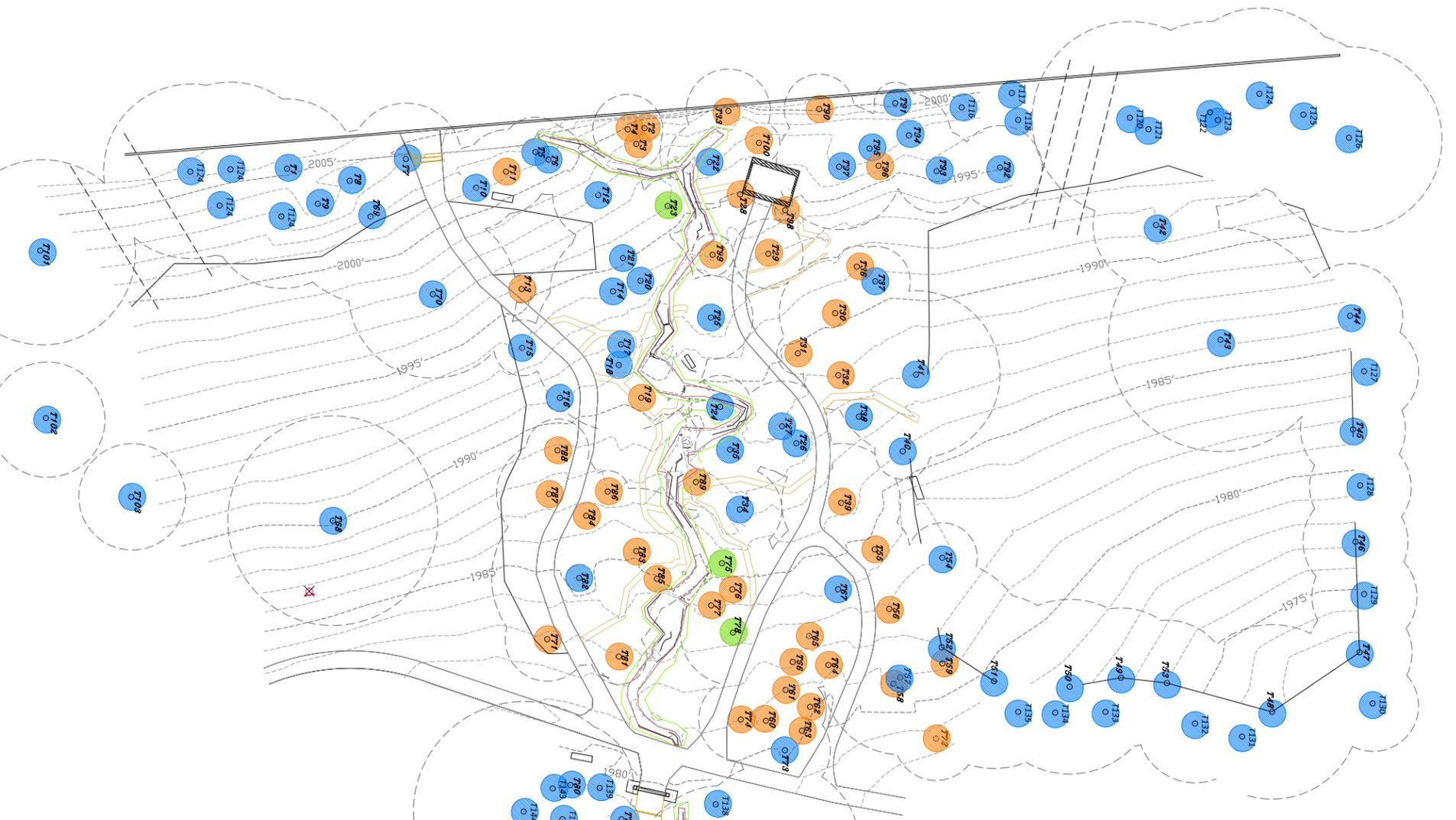
TREE TABLE

NUMBER	SPECIES	DBH "	CRZ'	ACTION
1	PSEUM	27	41	PRESERVE
2	PHOT	6	9	REMOVE
3	PHOT	8	12	REMOVE
4	PHOT	12	18	REMOVE
5	PRUL	12	18	PRESERVE
6	PRUL	12	18	PRESERVE
7	ACER	22	33	PRESERVE
8	PSEUM	30	45	PRESERVE
9	PSEUM	39	59	PRESERVE
10	GINK	14	21	PRESERVE
11	GINK	14	21	PRESERVE
12	PAUL	14	21	REMOVE
13	ACER	4	6	PRESERVE
14	GINK	20	30	PRESERVE
15	ACER	9	14	PRESERVE
16	PADO	0	0	PRESERVE
17	CALO	36	54	PRESERVE
18	MAGS	4	6	REMOVE
19	TSUGA	4	6	PRESERVE
20	GINK	16	24	PRESERVE
21	GINK	17	26	PRESERVE
22	CUPR	15	23	TRANSP
23	HAMM	9	14	PRESERVE
24	CUPR	7	10	PRESERVE
25	ACER	9	14	PRESERVE
26	ACER	8	12	PRESERVE
27	SHRUB	4	6	REMOVE
28	SHRUB	4	6	REMOVE
29	ACER	10	15	REMOVE
30	CRAT	17	26	REMOVE
31	ACER	4	6	REMOVE
32	CEDR	6	9	REMOVE
33	JUGL	11	17	REMOVE
34	PNUS	12	18	PRESERVE
35	ACER	6	9	PRESERVE
36	CUPR	3	5	REMOVE
37	DEC	6	9	PRESERVE
38	CUPR	11	17	PRESERVE
39	PRUN	16	24	REMOVE
40	ACER	6	9	PRESERVE
41	TILE	23	35	PRESERVE
42	LIRIO	24	36	PRESERVE
43	CEDR	35	53	PRESERVE
44	PLAT	19	29	PRESERVE
45	PLAT	17	26	PRESERVE
46	PLAT	20	30	PRESERVE
47	PLAT	15	23	PRESERVE
48	PSEU	48	72	PRESERVE
49	PSEU	38	57	PRESERVE
50	PSEU	37	56	PRESERVE
51	PSEU	33	49	PRESERVE
52	PSEU	43	65	PRESERVE
53	PSEU	28	42	MISSING
54	ACER	7	11	PRESERVE
55	DEAD	0	0	DEAD
56	ACER	7	11	REMOVE
57	PSEU	47	71	PRESERVE
58	DEAD	0	0	DEAD
59	DEAD	0	0	DEAD
60	BUXUS	0	0	REMOVE
61	BUXUS	0	0	REMOVE
62	BUXUS	0	0	REMOVE
63	BUXUS	0	0	REMOVE
64	TSUGA	4	6	REMOVE
65	ACER	7	11	REMOVE
66	ACER	7	11	REMOVE
67	ACER	10	15	PRESERVE
68	CALO	69	104	PRESERVE
69	CALO	27	41	PRESERVE
70	CEDR	19	29	PRESERVE
71	JUNI	24	36	PRESERVE
72	DEC	10	15	REMOVE
73	ACER	10	15	PRESERVE
74	ACER	8	12	REMOVE
75	ACER	12	18	TRANSP
76	CEDR	8	12	REMOVE
77	ACER	4	6	REMOVE
78	ACER	10	15	TRANSP

TREE TABLE

NUMBER	SPECIES	DBH "	CRZ'	ACTION
79	ACER	4	6	REMOVE
80	ACER	0	0	GONE
81	CARY	5	8	REMOVE
82	ACER	37	56	PRESERVE
83	ACER	15	23	REMOVE
84	MALU	0	0	GONE
85	ACER	4	6	REMOVE
86	ACER	3	5	REMOVE
87	ACER	18	27	REMOVE
88	MAGN	7	11	REMOVE
89	CUPR	6	9	REMOVE
90	ACER	11	17	REMOVE
91	JUGL	6	9	PRESERVE
92	CALO	29	44	PRESERVE
93	PICEA	24	36	PRESERVE
94	ABIES	34	51	PRESERVE
95	PSEU	28	42	PRESERVE
96	CALO	9	14	REMOVE
97	ACER	40	60	PRESERVE
98	CALO	4	6	REMOVE
99	TSUGA	4	6	REMOVE
100	CEDR	0	0	GONE
101	ACER	35	53	PRESERVE
102	CALO	22	33	PRESERVE
103	ACER	24	36	PRESERVE
104	ACER	24	36	PRESERVE
105	JUNI	15	23	PRESERVE
106	ACER	8	12	PRESERVE
107	ACER	11	17	PRESERVE
108	PRUN	5	8	PRESERVE
109	ACER	19	29	PRESERVE
110	ACER	9	14	PRESERVE
111	ARBU	12	18	PRESERVE
112	ARBU	13	20	PRESERVE
113	QUER	5	8	PRESERVE
114	QUER	20	30	PRESERVE
115	CARY	10	15	PRESERVE
116	ARBO	5	8	PRESERVE
117	CALO	9	14	PRESERVE
118	JUGL	15	23	PRESERVE
119	PICE	9	14	PRESERVE
120	QUER	37	56	PRESERVE
121	CALO	33	50	PRESERVE
122	PSEU	35	53	PRESERVE
123	CALO	6	9	PRESERVE
124	ACER	33	50	PRESERVE
125	PSEU	31	47	PRESERVE
126	PSEU	35	53	PRESERVE
127	PSEU	19	29	PRESERVE
128	PLAT	19	29	PRESERVE
129	PLAT	20	30	PRESERVE
130	PLAT	17	26	PRESERVE
131	PLAT	32	48	PRESERVE
132	PSEU	32	48	PRESERVE
133	PSEU	27	41	PRESERVE
134	PSEU	29	44	PRESERVE
135	PSEU	29	44	PRESERVE
136	PSEU	32	48	PRESERVE
137	CHAM	33	50	PRESERVE
138	PICE	3	5	REMOVE
139	TAXU	12	18	PRESERVE
140	CHAM	33	50	PRESERVE
141	PICE	5	8	PRESERVE
142	TAXU	14	21	PRESERVE
143	ACER	10	15	PRESERVE
144	CEDR	42	63	PRESERVE

ROOT PRUNE



- TREE LEGEND**
- TRANSPLANT
 - REMOVE
 - PRESERVE



545 A ST. STE 3, ASHLAND, OR 97520
541-488-3184

Drawn By: **INITIALS**
SCALE: 1" = 40'

JAPANESE GARDEN
LITHIA PARK
Ashland, Oregon, 97520

JOB NO.: 1809
REVISION DATE

TREE INVENTORY SAVE AND REMOVAL

ISSUE DATE: 01.29.20



Drawn By:
INITIALS

SCALE

JAPANESE GARDEN
LITHIA PARK
Ashland, Oregon, 97520

JOB NO. 1898
REVISION DATE

TREE PROTECTION PLAN

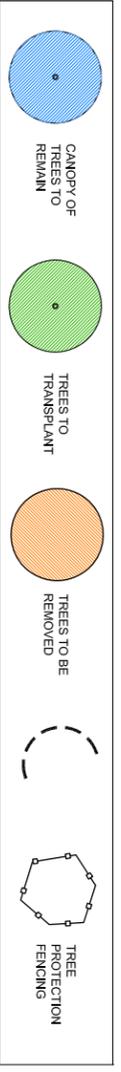
ISSUE DATE:
01.29.20

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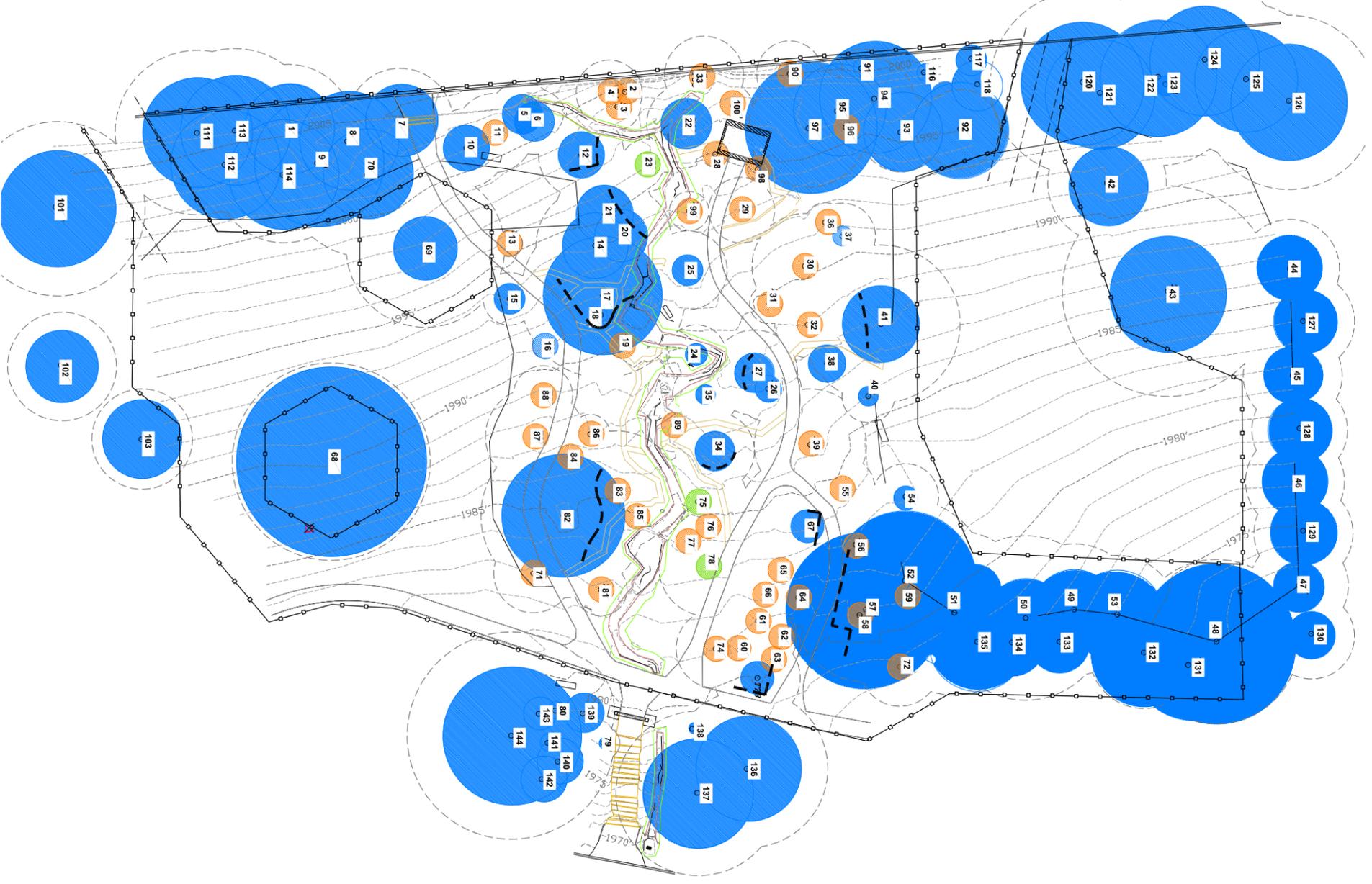


TREE PROTECTION AND REMOVAL NOTES

1. PRIOR TO DELIVERING EXCAVATION EQUIPMENT OR COMMENCING ANY CONSTRUCTION ACTIVITIES ON THE SITE, THE GENERAL CONTRACTOR SHALL CONTACT THE LANDSCAPE ARCHITECT FOR A PRE-CONSTRUCTION MEETING WITH THE LANDSCAPE ARCHITECT AND EXCAVATION SUPERVISOR PRIOR TO COMMENCING ANY WORK ON THE SITE. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED BY THE CONTRACTOR 48 HRS. IN ADVANCE FOR ALL SITE VISITS REQUESTED. CONTRACTOR SHALL OBTAIN WRITTEN APPROVAL FROM THE OWNER'S REPRESENTATIVE THAT CONSTRUCTION MAY BEGIN AFTER ALL OF THE DESCRIBED FENCING IS IN PLACE. FENCING SHALL REMAIN IN PLACE UNTIL THE PROJECT IS COMPLETED.
2. FENCES MUST BE ERRECTED TO PROTECT TREES TO BE PRESERVED AS SHOWN IN DIAGRAM. FENCING SHALL BE 6' TALL TEMPORARY CHAIN LINK FENCES INSTALLED WITH METAL CONNECTIONS TO ALL PANELS AND INSTALLED THESE FENCES SHALL BE INSTALLED SUCH THAT IT DOES NOT PROTECT ZONE FOR EACH TREE OR GROUP OF TREES. FENCES ARE TO REMAIN UNTIL ALL SITE WORK HAS BEEN COMPLETED. FENCES MAY NOT BE RELOCATED OR REMOVED WITHOUT THE PERMISSION OF THE LANDSCAPE ARCHITECT.
3. CONSTRUCTION TRAILERS, TRAFFIC AND STORAGE AREAS MUST REMAIN OUTSIDE FENCED TREE PROTECTION ZONES AT ALL TIMES.
4. ALL PROPOSED UNDERGROUND UTILITIES AND DRAIN OR IRRIGATION LINES SHALL BE ROUTED OUTSIDE THE TREE PROTECTION ZONE. IF LINES MUST TRANSVERSE THE PROTECTION AREA, THEY SHALL BE TUNNELED OR BORED UNDER THE TREE ROOTS. NOTIFY THE LANDSCAPE ARCHITECT IMMEDIATELY IF ANY PROJECT PLANS CONFLICT WITH THIS REQUIREMENT.
5. NO MATERIALS, EQUIPMENT, SPOIL, OR WASTE OR WASHOUT WATER MAY BE DEPOSITED, STORED, OR PARKED WITHIN THE TREE PROTECTION ZONE (FENCED AREA).
6. NOTIFY THE LANDSCAPE ARCHITECT IF TREE PRUNING IS REQUIRED CONSTRUCTION CLEARANCE.
7. ANY HERBICIDES PLACED UNDER PAVING MATERIALS MUST BE SAFE FOR USE AROUND TREES AND LABELED FOR THAT USE.
8. IF INJURY SHOULD OCCUR TO ANY TREE DURING CONSTRUCTION, NOTIFY THE LANDSCAPE ARCHITECT IMMEDIATELY. ALL DAMAGE CAUSED BY CONSTRUCTION TO EXISTING TREES SHALL BE COMPENSATED FOR BY THE OFFENDING PARTY, BEFORE THE PROJECT WILL BE CONSIDERED COMPLETE.
9. WATERING SCHEDULE: WATERING PROTECTED TREES SHALL FOLLOW THESE STANDARDS, HOWEVER PERIODS OF EXTREME HEAT, WIND, RAIN, FALL OR DROUGHT MAY REQUIRE MORE OR LESS WATER THAN RECOMMENDED IN THESE NOTES.
 - A. MOST SPECIES: 1 TIME PER MONTH DURING IRRIGATION SEASON (USUALLY MARCH THROUGH SEPTEMBER).
 - B. QUERCUS/OAK: DEEP WATER IN MAY AND SEPTEMBER. DO NOT WATER DURING OTHER MONTHS. FOR OAKS ALREADY IN THE VICINITY OF IRRIGATED CONDITIONS, AUTOMATIC SPRINKLERS OR REGULAR WATERING SHALL NOT BE ALLOWED TO SPRAY ON OR WITHIN 3 FEET OF THE TRUNK. THE WATER SHALL NOT BE ALLOWED TO POOL OR DRAIN TOWARDS THE TRUNK.
 - C. WATERING METHOD: HAND WATERING SYSTEMS, RECOMMENDED FOR TREES THAT ARE PART OF A DEVELOPMENT PROJECT THAT MUST BE WATERED TO INSURE TREE SURVIVAL DURING THE COURSE OF CONSTRUCTION UNTIL AUTOMATIC IRRIGATION IS INSTALLED.
10. WATERING SCHEDULE: WATERING PROTECTED TREES SHALL FOLLOW THESE STANDARDS, HOWEVER PERIODS OF EXTREME HEAT, WIND, RAIN, FALL OR DROUGHT MAY REQUIRE MORE OR LESS WATER THAN RECOMMENDED IN THESE NOTES.
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 - C. WATERING METHOD: HAND WATERING SYSTEMS, RECOMMENDED FOR TREES THAT ARE PART OF A DEVELOPMENT PROJECT THAT MUST BE WATERED TO INSURE TREE SURVIVAL DURING THE COURSE OF CONSTRUCTION UNTIL AUTOMATIC IRRIGATION IS INSTALLED.
11. EROSION CONTROL DEVICES SUCH AS SILT FENCING, DEBRIS BASINS, AND WATER DIVERSION STRUCTURES SHALL BE INSTALLED ON THE UPHILL SIDE OF THE TREE PROTECTION ZONE TO PREVENT SILTATION AND/OR EROSION WITHIN THE TREE PROTECTION ZONE.
12. BEFORE GRADING, PAD PREPARATION, OR EXCAVATION FOR THE FOUNDATIONS, FOOTINGS, WALLS, FOOT OR TRENCHING, ANY TREES WITHIN THE SPECIFIC CONSTRUCTION ZONE SHALL BE ROOT PRUNED 1 FOOT OUTSIDE THE TREE PROTECTION ZONE BY CUTTING ALL ROOTS CLEANLY AT A 90 DEGREE ANGLE TO A DEPTH OF 24 INCHES. ROOTS SHALL BE CUT BY MANUALLY DIGGING A TRENCH AND CUTTING EXPOSED ROOTS WITH A SAW, VIBRATING KNIFE, ROCK SAW, NARROW TRENCHER WITH SHARP BLADES OR OTHER APPROVED ROOT-PRUNING EQUIPMENT.
13. ANY ROOTS DAMAGED DURING GRADING OR CONSTRUCTION SHALL BE EXPOSED TO SOUND TISSUE AND CUT AT AN ANGLE AT A 90 DEGREE ANGLE TO THE ROOT WITH A SAW. PLACE DAMP SOIL AROUND ALL CUT ROOTS TO A DEPTH EQUALING THE EXISTING FINISH GRADE WITHIN 4 HOURS OF CUTS BEING MADE.
14. IF TEMPORARY HALL, OR ACCESS ROADS MUST PASS OVER THE ROOT AREA OF TREES TO BE RETAINED, A ROAD BED OF 6 INCHES OF MULCH OR GRAVEL SHALL BE CREATED TO PROTECT THE SOIL. THE ROAD BED MATERIAL SHALL BE REPLISHED AS NECESSARY TO MAINTAIN A 6 INCH DEPTH.
15. SPOIL FROM TRENCHES, BASEMENTS, OR OTHER EXCAVATIONS SHALL NOT BE PLACED WITHIN THE TREE PROTECTION ZONE, EITHER TEMPORARILY OR PERMANENTLY.
16. NO BURN PILES OR DEBRIS PILES SHALL BE PLACED WITHIN THE TREE PROTECTION ZONE. NO ASHES, DEBRIS, OR GARBAGE MAY BE DUMPED OR BURIED WITHIN THE TREE PROTECTION ZONE.
17. MAINTAIN FIRE-SAFE AREAS AROUND FENCED AREA. ALSO, NO HEAT SOURCES, FLAMES, IGNITION SOURCES, OR SMOKING IS ALLOWED NEAR MULCH OR TREES.
18. DO NOT RAISE THE SOIL LEVEL WITHIN THE DRIP LINES TO ACHIEVE POSITIVE DRAINAGE, EXCEPT TO MATCH GRADES WITH SIDEWALKS AND CURBS, AND IN THOSE AREAS, FEATHER THE ADDED TOPSOIL BACK TO EXISTING GRADE AT APPROXIMATELY 2:1 SLOPE.
19. REMOVE THE ROOT WAD FOR EACH TREE THAT IS INDICATED ON THE PLAN AS BEING REMOVED.
20. EXCEPTIONS TO THE TREE PROTECTION SPECIFICATIONS MAY ONLY BE GRANTED IN EXTRAORDINARY CIRCUMSTANCES WITH WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO ANY WORK COMMENCING.
21. AS A PROTECTIVE MEASURE TO COMPENSATE FOR CONSTRUCTION IMPACTS, TWO TO SIX WEEKS PRIOR TO CONSTRUCTION, ALL RETAINED TREES SHOWN ON THIS PLAN SHALL RECEIVE AN APPLICATION OF MYCOCAPPLY, A SPECIALLY FORMULATED NATURAL ROOT STIMULANT WHICH MYCORRHIZIZE PRODUCTS A SPECIALLY FORMULATED NATURAL ROOT STIMULANT WHICH ENHANCES THE ASSORPTIVE SURFACE AREA OF THE TREES' ROOT SYSTEMS. THIS PROMOTES AND IMPROVES NUTRIENT AND WATER UPTAKE CAPABILITIES OF THE REMAINING ROOT STRUCTURE. DISTRIBUTE MYCOCAPPLY EVENLY WITHIN THE ACTIVE ROOT ZONE OF RETAINED TREES. APPLY 30 GALS. OF SOLUTION PER TREE 6" DBH AND GREATER, A MINIMUM OF 4" BELOW SOIL SURFACE IN QUANTITIES OF 1/2 GALLON AT EACH POINT OF APPLICATION. LOCATE THE ACTIVE ROOT ZONES WITH LANDSCAPE ARCHITECT PRESENT. MYCOCAPPLY IS AVAILABLE FROM MYCORRHIZAL APPLICATION, INC., PHONE (541) 476-3985.



THE TREE PROTECTION ZONE FOR EACH TREE IS BASED ON THE GUIDELINES ESTABLISHED BY: Matheny, N. & Clark, J. 1998. *Trees and Development: A Technical Guide to Preservation of Trees During Land Development*. p. 72.





www.kencairnlandscape.com
545 A ST., SITE 3, ASHLAND, OR 97130
541.488.3194



Drawn By:
INITIALS

SCALE
1" = 20'

JAPANESE GARDEN
LITHIA PARK
Ashland, Oregon, 97520

JOB NO. 1899
REVISION DATE

SITE PLAN

ISSUE DATE:
01.29.20

L0.0





Drawn By:
INITIALS
SCALE
1" = 40'

JAPANESE GARDEN
LITHIA PARK
Ashland, Oregon, 97520

JOB NO. 1809
REVISION DATE

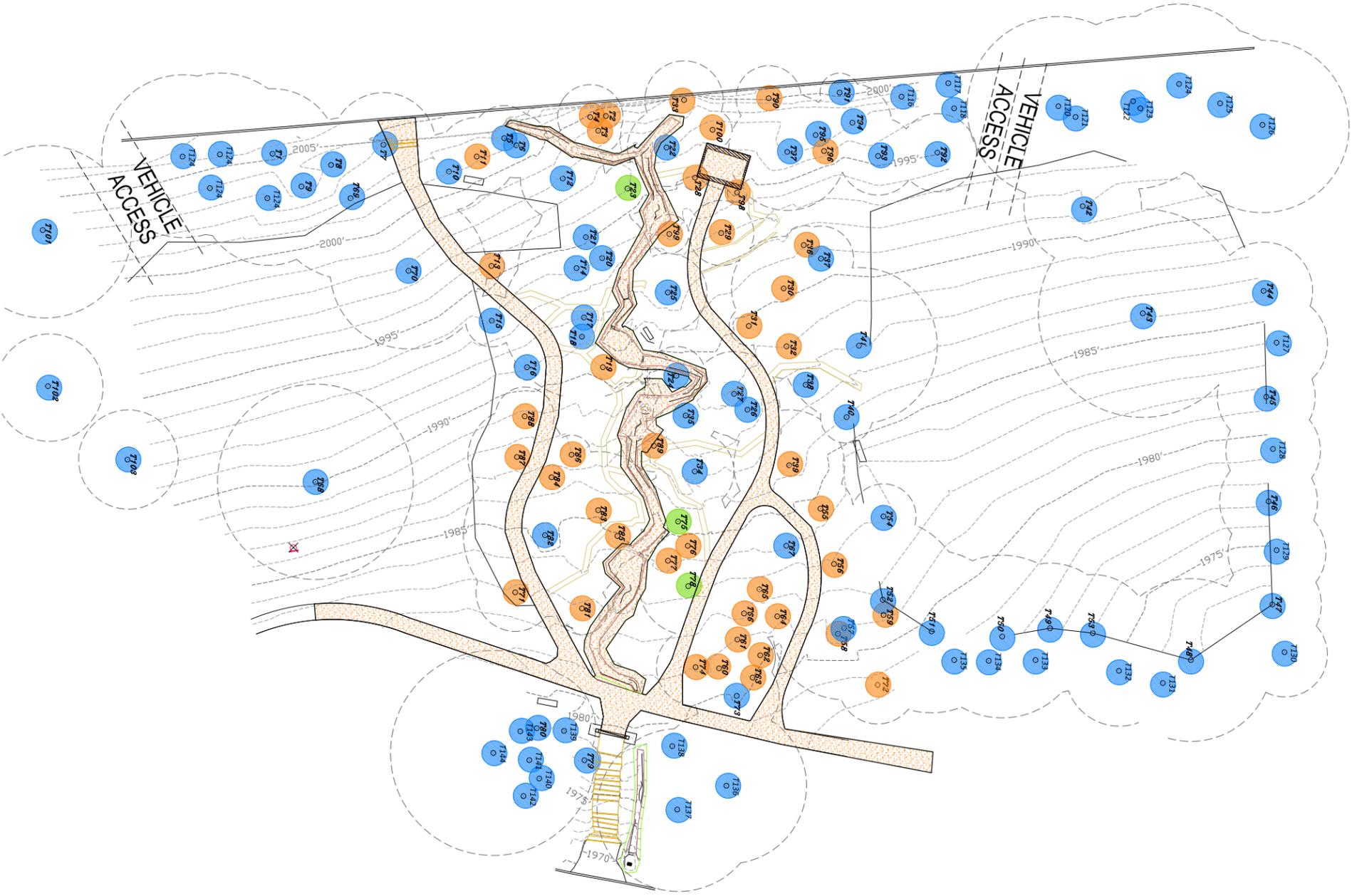
**DEMOLITION
PLAN**

ISSUE DATE:
01.23.20

D 1.0



TREE LEGEND
 REMOVE HARDSCAPE
 TRANSPLANT
 REMOVE
 PRESERVE
 ALL WORK WITHIN PROTECTION ZONE OR TREES TO BE PRESERVED MUST FOLLOW TREE CARE NOTES ON SHET T.2.0



ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Joel Heller
Rick Landt
Jim Lewis
Julian Bell



Michael A. Black, AICP
Director

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parksinfo@ashland.or.us

PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners
FROM: Michael Black, Director
DATE: February 4, 2020
SUBJECT: Parks Hours Rule Discussion

SITUATION

At the regular meeting on January 27, 2020 the Commissioners approved the recommendation for a municipal code change to *10.68.380 Curfew* as presented by staff, including amendments presented in the staff report. The motion included that it would not go to the City Council until the Commissioners have reviewed and approved the rules and guidelines.

BACKGROUND

The Language the Commissioners approved for park hours is:

10.68.380 Hours of Park Closure

- A. *No person shall be in any City park, as defined in [AMC 10.68.010](#), between the hours 12:00 AM (midnight) and 5:00 AM, except for City officials or their designees on official business, and as authorized by the Ashland Parks and Recreation Commission consistent with established parks rules and regulations.*
- B. *Any violation of this section is a Class IV violation subject to the penalties and procedures in AMC 1.08.020.*

ASSESSMENT

Staff recommends that a set of rules be adopted for exemptions to the Hours of Park Closure ordinance. The following are some of the exemptions that were discussed at a previous Parks Commission meeting.

1. Vehicular traffic crossing on a public roadway through a Park, including Winburn Way;
2. Persons attending, participating in, going to or coming from an activity either programmed or scheduled by Ashland Parks and Recreation or under a permit issued by Ashland Parks and Recreation;
3. A person may enter a closed Park for a reasonable amount of time to retrieve their personal property or vehicle;
4. Pedestrians may travel through a Park to destinations outside of the Park property;
5. Parks staff and emergency responders may enter closed areas in the course of executing their duties; or
6. By permit, for special events or other activities approved by the Director of APRC.

This is a discussion item, so if there are any other considerations to be made, we can talk about those in the meeting on Monday.

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Joel Heller
Rick Landt
Jim Lewis
Julian Bell



Michael A. Black, AICP
Director

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AshlandParksandRec.org
parksinfo@ashland.or.us

PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners
FROM: Rachel Dials, Recreation Superintendent
DATE: February 4, 2020
SUBJECT: Alcohol in the Parks Rule Discussion

SITUATION

At the regular meeting on January 27, 2020 the Commissioners approved the recommendation for a municipal code change to *10.68.090 Intoxicating Liquor Prohibited* as presented by staff, including amendments presented in the staff report. The motion included that it would not go to the City Council until the Commissioners have reviewed and approved the rules and guidelines.

BACKGROUND

The Commission approved the amendments below to *10.68.090 Intoxicating Liquor Prohibited*:

It is unlawful for any person to take any intoxicating liquor or beverage into any portion of the public parks of the City, except ~~that~~ as authorized by the Ashland Parks and Recreation Commission, consistent with established parks rules and regulations.

A. ~~Intoxicating liquor or beverages may be transported through the Lithia Park extension area which is located between North Main Street and Winburn Way and between Ashland Creek to the west and the Plaza to the east.~~

B. ~~This section and the prohibitions on the possession and use of intoxicating liquor shall not apply to that portion of the park that is leased to the Oregon Shakespeare Festival Association.~~

C. ~~This section and the prohibitions on the provision and use of intoxicating liquor shall not apply to the park property commonly known as Calle Guanajuato only when such is served with prepared meals and with the express approval of the Ashland Park and Recreation Commission and the Oregon Liquor Control Commission.~~

D. ~~This section and the prohibitions on the provision and use of intoxicating liquor shall not apply to the park property commonly known as Oak Knoll Golf Course only when such is served as part of the City Golf Course operation or approved concession with the approval of the Ashland Park and Recreation Commission and the Oregon Liquor Control Commission.~~

E. Any person who violates any provision of this Chapter is subject to Section [1.08.020](#) of the Ashland Municipal Code. Any violation of this section is a Class II violation. (Ord. 3137, amended, 2017; Ord. 3026, amended, 08/03/2010)

ASSESSMENT

Before the ordinance can move forward to the City Council, rules and guidelines for permitting alcohol should be created and approved by the Commission. The existing exemptions, as defined in the current ordinance, are listed below. Staff is recommending maintaining these exemptions in the rules and guidelines.

- *A. Intoxicating liquor or beverages may be transported through the Lithia Park extension area which is located between North Main Street and Winburn Way and between Ashland Creek to the west and the Plaza to the east.*
- *B. This section and the prohibitions on the possession and use of intoxicating liquor shall not apply to that portion of the park that is leased to the Oregon Shakespeare Festival Association.*
- *C. This section and the prohibitions on the provision and use of intoxicating liquor shall not apply to the park property commonly known as Calle Guanajuato only when such is served with prepared meals and with the express approval of the Ashland Park and Recreation Commission and the Oregon Liquor Control Commission.*
- *D. This section and the prohibitions on the provision and use of intoxicating liquor shall not apply to the park property commonly known as Oak Knoll Golf Course only when such is served as part of the City Golf Course operation or approved concession with the approval of the Ashland Park and Recreation Commission and the Oregon Liquor Control Commission.*

RECOMMENDATION

The following parameters for the permitting process serve as a starting point for the discussion for the allowance of alcohol policy in Lithia Park and are not inclusive of everything that might be considered:

1. The Sale and consumption of wine and beer may be allowed in a controlled setting, with licensed service (OLCC Permit) at the following locations within Lithia Park:
 - Butler Bandshell, Perozzi Fountain area and Sycamore Grove in Lithia Park
 - Feast of Will Lawn (between lower Duck Pond and Children's Playground)
 - Ice Rink Parking Lot on Winburn Way
2. Only events where an OLCC permit (Licensed Service) is required will be allowed within Lithia Park in the designated areas.
 - **Licensed Service** is defined as:
 - An event where alcoholic beverages will be sold
 - An event where alcohol is available (but not being sold), and the event host is charging or accepting donations of goods for admission, or where payment is required to attend the event.

1. **The Applicant must be a 501-c3.** This means the entity, usually a corporation, is organized for a nonprofit purpose. 501(c)(3) **means** a nonprofit organization that has been recognized by the IRS as being tax-exempt by virtue of its charitable programs.
2. **Non-Profit events** for the benefit of an organization only where a fee, entry or admission is being charged.
3. If the applicant fails to obtain an OLCC permit, this permit will be null and void.
4. **Applicant** must be at least 21 years of age.
5. Approval of the permit allows use or possession of beer and wine only. Hard Liquor is not allowed.
6. The **Special Event application and a detailed site plan** is due 60 days prior to event; no exceptions.
7. Alcohol must be sold or consumed under a canopy, shelter or within a tent or other enclosure as agreed upon by APRC and/or the OLCC.
8. Insurance is required to consume alcohol on City of Ashland property. If alcohol is being sold or any type of fee is being charged at an event and alcohol is being provided, Liquor Liability Insurance is required. Both certificates of insurance (COI) are required in the amount of \$2,000,000 per occurrence and must name City of Ashland as additionally insured.
9. Permit is only valid for the identified purpose and date.
10. Glass containers are not permitted.
11. The permit holder must have a copy of the permit with them on site and available during the event.
12. Food must be served in conjunction with the event. Patrons must be able to obtain food service inside the special event licensed area as determined by the OLCC.
13. Permit will not be issued for event hours prior to 11am or later than 8pm.
14. Permits are issued on a first-come, first-served basis and are dependent on availability of park areas and conflicts with other uses.
15. Depending on the size and impact of the event, additional parameters may be set by APRC including security.
16. **Fees:** The fees for allowance of alcohol should cover both admin and facilities staff time and should be a financial benefit to the department.
17. The event is confirmed when the Special Event Permit has been APPROVED via the Special Event Permit process and insurance has been received at the Parks and Recreation office. Fees will be refunded minus administrative costs incurred if event is not approved.

The process is defined by the Special Event Application. A section on **alcohol guidelines** would be added as a part of the application and questions would be determined based on the rules, guidelines and policy approved by the Commission.

Tonight, staff is looking for feedback on the rules and guidelines.

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Joel Heller
Rick Landt
Jim Lewis
Julian Bell



Michael A. Black, AICP
Director

541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners

FROM: Michael Black, APRC Director
Tara Kiewel, APRC Administrative Analyst

DATE: February 5, 2020

SUBJECT: Daniel Meyer Pool Replacement Design Services – Intent to Award Approval (Action)

SITUATION

On December 16, 2019 Ashland Parks and Recreation Commission (APRC) posted a Request for Proposals (RFP) for the design services of the Daniel Meyer Pool Replacement. After evaluating the proposals, Robertson Sherwood Architects, P.C. was selected as the top ranked firm.

BACKGROUND

APRC Commissioner Goals 2019-21 Biennium

Goal 5: Improve public aquatic recreation and competitive options in Ashland consistent with the findings and recommendations of the Pool Ad Committee and ensure the continuous operation of an adequate recreational pool in Ashland during the summer months at a minimum, until construction begins on a new pool.

The APRC Commissioners formed a Pool Ad-Hoc Committee (the "PAHC") to review options for the Daniel Meyer Pool. The PAHC met monthly over the course of a year, culminating in primary recommendations presented and approved by the Commissioners at the September 2019 Regular Business Meeting.

The Ashland Parks and Recreation Commissioners approved the preliminary site plan for the pool replacement (September 2019) and the funding of the new pool in October 2019 at the Regular Business Meeting.

ANALYSIS

On January 13, 2020 APRC received two proposals for the design services of the Daniel Meyer Pool Replacement. An evaluation team of five APRC staff members reviewed the proposals.

Proposals were received from Terrain Landscape Architecture and Robertson Sherwood Architects, P.C. and were independently ranked according to scoring criteria outlined in the RFP document. The results were as follows:

CONSULTANT	TOTAL SCORE	RANK
Robertson Sherwood Architects	476	1
Terrain Landscape Architecture	420	2

After ranking was completed, an Intent to Negotiate with Robertson Sherwood Architects, P.C. was issued on January 21, 2020 and a bid proposal and fee schedule were requested.

The fee schedule is based on the scope of work outlined in the RFP, which includes schematic design, development of construction documents, assisting in the preparation of bidding documents and assisting in the construction period with onsite visits.

Robertson Sherwood Architects, P.C. submitted the following:

Robertson Sherwood Architects pc	\$ 41,720
Aquatic Design Group	\$ 81,410
Cameron McCarthy Landscape Architects	\$ 9,000
Civil Engineer (TBD – allowance)	\$ 12,000
Construction Focus – Cost Estimating	\$ 7,500
Lump-Sum Fee	\$ 151,630
Reimbursable Expenses	\$ 9,500

The total for design services would be \$161,130. The approved budget for the Daniel Meyer Pool Replacement CIP (Capital Improvement Project) is \$2,715,000.

Food and Beverage funds will be used for the budgeted design services with the remainder of the project costs using the approved revenue bond. Since the bond payments for the new pool will not begin until 2021, staff does not expect any impact to the current two (2) year CIP plan with the approval of this project.

Procurement process requires Council approval for all contracts over \$100,000.

RECOMMENDATION

Staff recommends Commissioners authorize staff to request the City of Ashland to enter into a contract with Robertson Sherwood, Architects P.C. for design services for the Daniel Meyer Pool Replacement project. If approved, the contract could go to Council on February 18.

POSSIBLE MOTION:

I move to recommend that the City of Ashland approve the bid award and contract for Robertson Sherwood, Architects P.C.

Attachments:

Robertson Sherwood, Architects P.C. RFQ Proposal

Robertson Sherwood, Architects P.C. Fee Proposal

Notice of Intent to Negotiate



Robertson | Sherwood | Architects PC

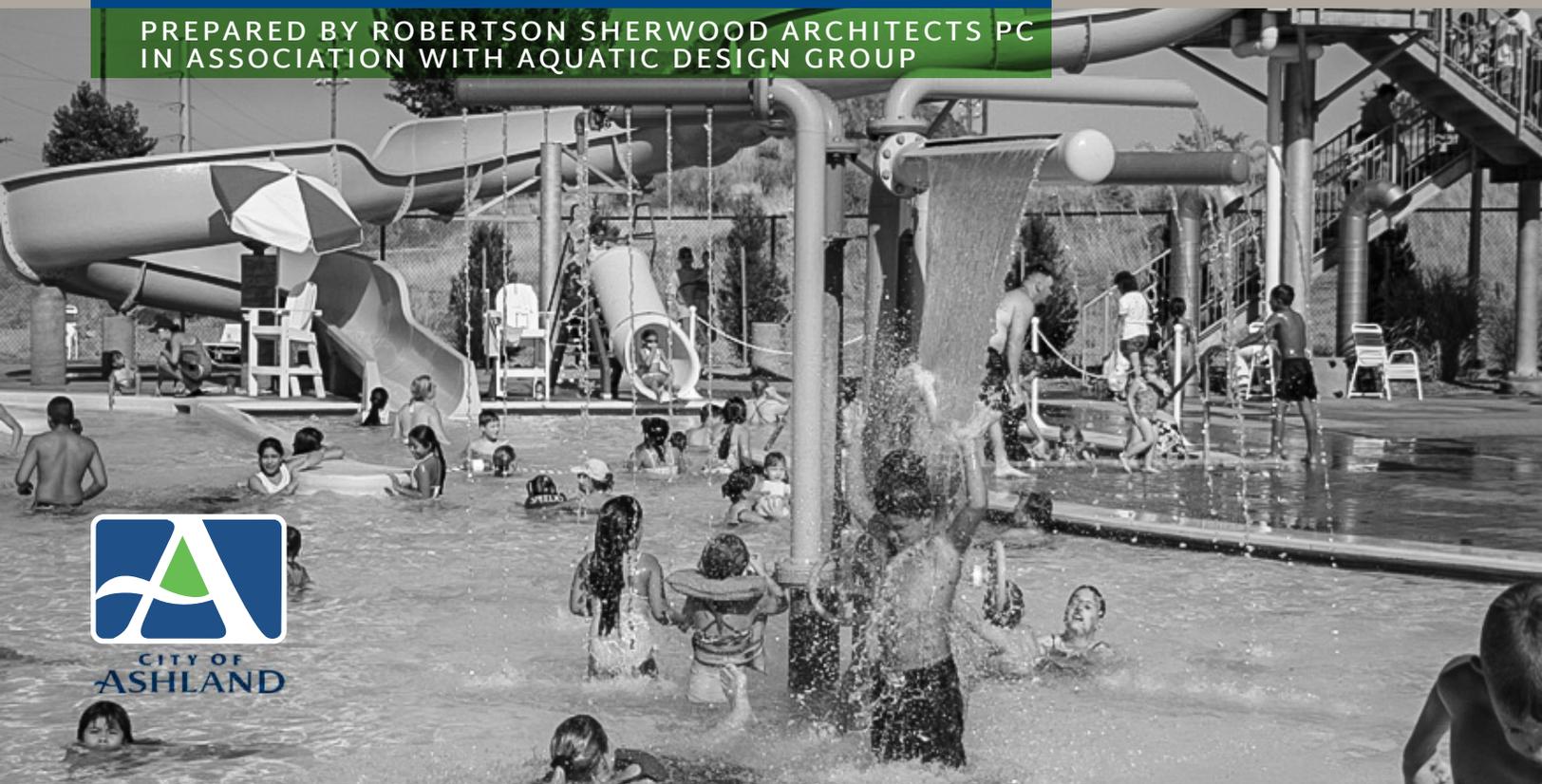
QUALIFICATIONS FOR PROJECT #000706

Monday, January 13th, 2020

Daniel Meyer Swimming Pool Replacement

Submission of Proposal

PREPARED BY ROBERTSON SHERWOOD ARCHITECTS PC
IN ASSOCIATION WITH AQUATIC DESIGN GROUP



3.1 PROJECT APPROACH



Introduction

Robertson Sherwood Architects (RSA) and Aquatic Design Group (ADG) are pleased to provide this proposal response to express both our interest and qualifications in the Daniel Meyer Swimming Pool Replacement project. Together we offer a broad range of aquatic design experience, but more importantly bring a keen understanding of the challenges and opportunities in providing year-round aquatic competition, fitness and recreation services to your community. We are confident that our collaboration with you will result in a happy and healthy aquatic community for many years to come.

OUR MISSION IS . . .

Providing recreation services to the public requires a balance between offering affordable, healthy recreational experiences, while exercising prudent control over both capital and operational costs. Key to this is careful planning, design and operational analysis from the earliest stages of inception, and a reliance on a process built upon clear, open, and collaborative communication between planner, designer and client. At this stage, key decisions have been made and an ambitious budget and schedule have been set. The design team you select will need to hit the ground running (just to catch up!), affirm these key decisions, build upon the work that has already occurred and, if necessary, fill in the gaps in the project scope that will need to be addressed.

We believe there are at least three key aspects to getting off on the right path with this mission:

a commitment to working together

- to effectively incorporate the collective skills and expertise of all involved through a collaborative effort

defining a process and schedule that is clear, concise and fosters success

- with key goals and milestones that measure progress

defining a project scope built upon a sound base of collective knowledge

- applying our experience in the planning and development of numerous aquatic facilities offers the City of Ashland the resources to make informed decisions

PLANNING, DESIGN AND IMPLEMENTATION

While we at RSA and ADG bring a wealth of aquatic design experience to the table, we also recognize that every project, every client and every site is different. You have already made a determination of the type of pool construction and the general size and configuration of the pool - essentially setting the concept design. Based on this we would approach the major steps of the project as follows:

Schematic Design

The essential goal of this phase will be to refine and validate the concept that has been defined and assure that all project requirements are identified. Key tasks include:

- Refining the pool design including depths, lane widths, orientation, and configuration to accommodate the right mix of activities which best serve the community
- Consideration of visual adjacencies between activity areas to foster the sense of an active place, and maximize user participation
- Consideration of good sight lines to facilitate staff control, minimize disruptive behaviors, and reduce staffing costs
- Assuring that shallow water is located adjacent to entrances, both for user safety and for ease of access to the water by your youngest and oldest users.
- Providing critical review of all proposed pool system components and product selections with ease of operation, quality, maintenance and durability in mind
- Fostering decisions that support investment in durable and efficient systems that reduce long term energy and staffing costs
- Evaluating whether the project scope will need to address compliance with any required building code and State of Oregon Health Division rules pertaining to pool design and construction
- Evaluating implementation strategies and timing of construction that may impact the project
- Estimating the work and confirming the project budget and schedule

3.1 PROJECT APPROACH



Design Development/Construction Documents

Given the relatively short schedule and pool-focused scope of the proposed project we envision combining the remaining design development tasks with preparation of the construction documents. Key tasks include:

- Incorporating any adjustments in the pool and pool systems design based on the Schematic Design project budget in order to keep the project in budget and on schedule
- Completing the design and detailing of the Myrtha Pool system and its interface with the new pool deck
- Completing the design and detailing of all site improvements to accommodate the new pool
- Designing and delineating any modifications necessary in the existing pool mechanical room to accommodate routing and installation of new pool systems and piping
- Preparation of 50% stage documents including drawings and outline specifications for Owner review to assure final design will meet expectations
- Preparation of 90% stage documents including drawings and specifications for Owner review and preparation of a final project estimate and budget
- Completing 100% Construction Documents with any final adjustments based on Owner review of scope and budget

NOTE: If the project scope identified in Schematic Design requires modifications to the bathhouse (other than in the pool mechanical room), the project budget, schedule and scope of services outlined in the RFP may require adjustments. Nevertheless, we believe that design development and preparation of construction documents can move forward simultaneously.

Bidding

This project will be publicly bid and will likely be attractive to several local general contractors, a few certified Myrtha Pool installers, and pool mechanical system subcontractors. Our team will assist the City in the preparation of the bidding documents, pre-bid conference, review of substitutions, and preparation of addenda. We will attend the bid opening, assist the City with review of the required pre-contract submittals from the low bid contractor, and with preparation of the Owner/Contractor agreement as needed.

Construction Period Services

Our team will be on hand to see the project to completion through construction, meeting on-site with the Owner and Contractor on a regular basis. Key tasks include:

- On-site meetings to review the progress of work and compliance with construction documents
- Review of all required product and shop drawing submittals
- Preparation of additional information or documentation necessary to address discrepancies in the construction documents, unforeseeable field conditions, or any proposed changes in the scope of the work, systems or products
- Review of contractor's Application(s) for Payment
- Review of the work at Substantial and Final Completion

Quality Control Program

RSA takes pride in the quality of our work and in particular the quality of our bidding and construction documents. We begin key product selection and detailing, and review specifications as early as possible in the design process to assure that critical design issues are properly addressed. We leverage our experience for each project with a commitment to thorough documentation and a review by one of our firm principals at each review stage for clarity and constructability.

ADG has a rigorous QA/QC review and check process for all their drawings. Each set of plans are reviewed by two designers that have not worked on the project and final review is completed by the Senior Architect, who has more than 35 years of experience and 2,500 completed projects.

In addition, ADG is prepared to address the many factors that should be considered when selecting specific products and systems for a swimming pool. These include, but are not limited to; owner preference / comfort level, ability to standardize across all owner managed facilities, capital cost, operation cost, replacement cost, warranty, local serviceability, capabilities, impacts to other products / systems, size, etc. They will, as part of an early meeting, go through each system and product selection with all key stakeholders and team members. These decisions will be documented and revisited at subsequent meetings to ensure that each is properly explored.

3.2 PROJECT EXPERIENCE



PROJECT EXPERIENCE (RSA AND ADG)

ROBERTSON SHERWOOD ARCHITECTS PC (RSA) was established in 1986 as a general architectural practice offering comprehensive services to clients throughout Oregon. With our staff of professionals and a team of consultants we offer a range of services tailored to meet the unique challenges of each commission and the special needs of each client. We bring to our work an enthusiasm for personal service, dedicated management skills, and innovative and practical design solutions.

Since we designed Oregon's first public, leisure-oriented aquatic facility in 1989 - the Lively Park Swim Center in Springfield, Oregon - we have provided planning and design services on numerous aquatic and recreation facilities throughout Oregon. These projects have always been representative of the latest developments in aquatic and recreation facility planning. Our familiarity with the unique design issues, and our knowledge of key resources in the industry, have enabled us to offer a high level of professional service to the needs of aquatic facilities.

All aquatic projects have been managed by firm Principal, Carl Sherwood, AIA, as is proposed for your project. All RSA staff are experienced with aquatic and recreation facilities and will be well able to assist Carl in this effort. We promote and foster an integrated approach managed by RSA, utilizing a select set of consultants to serve the unique requirements of each project.

We are happy to report that we have worked with many communities throughout Oregon to achieve creative and meaningful results:

- | | | |
|---------------------------------------|-----------------------|------------------------------------------------------|
| Black Butte Ranch | City of Eugene | Lebanon Park and Recreation District |
| Boardman Park and Rec. District | City of Hermiston | Maverick's Fitness, Sunriver
(Myrtha Pool) |
| Central Oregon Park and Rec. District | City of Hillsboro | North Clackamas Aquatic District |
| City of Astoria | City of La Grande | North County Recreation District (Nehalem) |
| City of Brookings | City of Lincoln City | University of Oregon |
| City of Carlton | City of Newport | Willamalane Park and Recreation District |
| City of Condon | City of Silverton | |
| City of Coquille | City of Vancouver, WA | |
| City of Dallas | City of Veneta | |

RELEVANT DESIGN EXPERIENCE

The following projects have significant relevance to the proposed replacement of Daniel Meyer Pool:

Echo Hollow Pool Expansion and Renovation Eugene, Oregon

- Completed:** (Dec. 2020 - under construction)
- Project Budget:** \$12,900,000
- Project Team:** Carl Sherwood, AIA - *Principal*
Scott Stolarczyk, AIA - *Project Manager and Architect*
Justin Caron - *ADG Pool Design/ Project Manager*
- Reference:** City of Eugene
Shauna Parker, *Project Manager COE Design and Construction*
(541) 682-5321
SParker@eugene-or.gov



Renovation and expansion of Echo Hollow Pool including indoor pool renovation, outdoor pool replacement with 25yd x 25m pool, and new recreation pool. Included renovation and expansion of existing changing rooms to accommodate added pool space, and renovation and expansion of existing pool mechanical systems and spaces.

3.2 PROJECT EXPERIENCE



Newport Aquatic Center

Newport, Oregon

Completed: February 2017
Project Budget: \$8,705,000
Project Team: Carl Sherwood, AIA - *Principal*
Scott Stolarczyk, AIA - *Project Manager and Architect*
Justin Caron - *ADG Pool Design/ Project Manager*

Reference: City of Newport
Tim Gross, *City Engineer / Project Manager*
(541) 574-3369
T.Gross@NewportOregon.gov



Addition of an indoor pool complex to the existing Newport Recreation Center. Included an 8-lane 25yd pool, leisure activity pool with therapy area and current channel, hot tub, expansion of locker rooms to accommodate pool patrons, and separate pool and building mechanical rooms.

Veneta Pool Replacement

Veneta, Oregon

Completed: Phase 1- 2010
Phase 2 - 2019
Project Budget: \$2,100,000
\$622,000
Project Team: Carl Sherwood, AIA - *Principal*
Scott Stolarczyk, AIA - *Project Manager and Architect*
Justin Caron - *ADG Pool Design/ Project Manager*

Reference: City of Veneta
Kyle Schauer, *City Engineer*
(541) 935-2191
kshauer@ci.veneta.or.us



New pool and bathhouse to replace an existing outdoor pool in City Park that was lifted out of the ground during a rainstorm while undergoing maintenance. Included a new seasonal bathhouse, a 6-lane 25yd pool with provisions for future water slide, and leisure pool. Located with respect for continued use of existing park activity areas and parking lot.

West Hollywood Recreation Center

West Hollywood, CA

Completed: In Planning
Project Budget: N/A
Project Team: Justin Caron - *ADG Pool Design/ Project Manager*
Reference: City of West Hollywood
Oscar Delgado, *Dir. of Public Works*
(541) 935-2191
odelgado@weho.org



Aquatic Design Group is providing planning, programming, construction documents and construction administration services for a 25-Yard x 25-Meter, on-structure Myrtha Pool and a 25-Yard x 12.5-Yard, on-structure Myrtha Pool that will be part of the new West Hollywood Recreation Center.

3.2 PROJECT EXPERIENCE



MYRTHA POOL EXPERIENCE

Both RSA and ADG are familiar with and have worked with Myrtha Pool systems.

RSA

Maverick's Fitness Center, Sunriver, OR
(Constructed, see image below)

Veneta Pool, Veneta, OR
(Bid as Alternate)

UO Student Rec Center
(Planned as an Alternate through Schematic Design)

ADG

2004 Olympic Trials Charter All Digital Aquatic Center, Long Beach, CA

Carmel High School Aquatic Center, Carmel, CA

Crafton Hills College Community Recreation Facility, Yucaipa, CA

Edgewood High School Competition Pool, West Covina, CA

Madras Aquatic Center, Madras, OR

Ritz Carlton Hotel On-Structure Pool, Sarasota, FL

The Ray Hotel On-Structure Pool, Delray Beach, FL

West Hollywood Recreation Center, West Hollywood, CA



Echo Hollow Pool Renovation & Expansion, Eugene, OR (Under Construction)

3.3 PROJECT TEAM EXPERIENCE



ORGANIZATIONAL DESCRIPTION

Our primary design team will be comprised of key representatives from Robertson Sherwood Architects (RSA) and Aquatic Design Group (ADG). Supplementing this group behind the scenes we would propose to include consulting engineers for Civil, Mechanical, Electrical, Plumbing and landscape disciplines. Their scope will be more variable depending on the degree to which work in the bathhouse extends beyond providing for pool services.

We have worked with all of our proposed consultants on aquatic facilities of similar scope. Please note that we have not yet committed to civil engineers for our team. Typically, we like to use civil engineers familiar with area agencies.

FIRM	ROLES / TASKS	KEY STAFF	EXPERIENCE
Robertson Sherwood Architects	Project Leadership, Design, QA/QC, Pool Deck Grading	Carl Sherwood AIA	All RSA aquatic projects for the past 33 years
Aquatic Design Group	Architectural Design, Project Management, Consultant Coordination	Scott Stolarczyk AIA	20 years with RSA, 6 aquatic projects in past 10 years
	Pool, Pool Systems Design/Engineering	Justin Caron MBA	ADG Aquatic Design Principal, 6 project with RSA in past 10 years

Possible Supporting Consultants

To Be determined	Civil Engineering for Storm Systems, Deck Drainage		Recommend local civil engineer
Cameron McCarthy	Landscape Arch., Planting and Irrigation	Larry Gilbert ASLA	All RSA Projects, Ashland Fields, Streetscape work
Systems West Engineers	Mechanical, Electrical, and Plumbing Design and Engineering	Greg Langdon PE	MEP in most RSA aquatic projects for 25 years, incl. Pool Systems
Hohbach-Lewin	Structural Engineering (building)	Vikki Bourcier PE	Building engineer on several recent RSA aquatic projects
Architectural Cost Consultants	Construction cost estimating	Seth Pszczolkowski	Estimator familiar with pool projects throughout the Pacific NW

3.3 PROJECT TEAM EXPERIENCE



KEY STAFF ROLE/RESPONSIBILITIES

RSA and ADG are committing their most experienced personnel to the success of the project. Please see a brief statement of roles and responsibilities below and refer to Appendix A for resumes.



Carl Sherwood, AIA

RSA Principal-in-Charge; Primary Contact, Public Outreach and Communication
25% to 10% of FTE depending on the stage of the work

Carl will serve as Principal-In-Charge and Project Director, a position he has held on all RSA projects involving aquatic facilities for the past 33 years – guiding the project team through design and often providing Construction Administration services.

Virtually every RSA project for a public agency has involved working in a community or committee facilitation process. Carl has developed the skills and techniques necessary to effectively engage client groups, committees and the public in the design process.



Scott Stolarczyk, AIA, LEED AP

RSA Associate; Project Manager/Project Architect and Construction Documentation
50% to 10% of FTE depending on the stage of the work

Scott will work directly with Carl to coordinate all resources directed towards the project and will manage the consultant team as it develops. He will take the lead role in directing RSA staff in the production of Project Documentation. Scott has performed a similar role on the firm's more recent aquatic projects including Echo Hollow Pool Expansion and Renovation, Boardman Aquatic and Recreation Center, Newport Aquatic Center and Veneta Community Pool over the past 10 years.



Justin Caron, MBA

ADG CEO: Aquatics Project Principal
25% to 10% of FTE depending on the stage of the work

Justin will serve as the ADG primary contact and take the lead coordinating the efforts of ADG staff for pool design and engineering. Justin has worked on several aquatic projects with RSA in recent years including Echo Hollow Pool Expansion and Renovation, Boardman Aquatic and Recreation Center, Newport Aquatic Center and the UO Student Recreation Center. Justin will bring his wealth of personal insight in pool design based on his own swimming experience, and technical knowledge related to systems operations, lending credibility to any public outreach efforts.

3.4 DEMONSTRATED ABILITY



DEMONSTRATED ABILITY TO SUCCESSFULLY COMPLETE SIMILAR PROJECTS

For us, every project offers new learning opportunities and ultimately new lessons learned. We are confident we bring enough experience in this project type to offer insight into key characteristics of successful aquatic facilities. That said, success that fits your specific community needs doesn't just happen – it's the result of real effort, commitment, talent and planning. Consider the following:

Echo Hollow Pool Expansion and Renovation

The Echo Hollow Pool project was funded as part of a Parks and Recreation Improvements Bond Measure in 2018. Unfortunately, the budget used for the bond measure had not addressed changes in scope, new Council energy performance mandates, or changes in construction inflation - resulting in funding which was inadequate to design and construct the scope of project originally anticipated.

From this beginning, success required a clear prioritization of goals which were discussed with the community in the earliest public outreach meetings. Addressing the pools, pool systems, and aquatic



program support spaces were deemed essential. In Eugene, with multiple aquatic facilities, an early decision to consider at the role of each facility in the total aquatic program also proved to be illuminating. Echo Hollow Pool was to continue its role as the primary competitive training facility in the city. With 6 - 25yd indoor lanes and 6 - 25m outdoor lanes (operated year-round) Echo Hollow is home to seven different swim teams/clubs. Lanes, lanes, and more lanes, with continued year-round operation are essential to expanding this capacity.

Ultimately, after consideration and cost comparison of many alternatives, the preferred scope will renovate the interior 6-lane pool and provide all new systems, construct a new year-round 25yd x 25m pool with enough deep water for a water polo course, and construct a new 3,400sf shallow water recreation pool with waterslide for enhanced summer operations. The locker rooms will be fully updated and reconfigured to address the higher occupant load from the added pool and deck space, and significant energy upgrades will allow the city to shed a significant amount of its use of natural gas, by converting to electric based heat pump chiller system for most heating needs.

In the hope of finding more funding or obtaining competitive bids, several lower priority items (re-roofing, ramp access for both lanes pools, etc.) were designed and bid as additive alternates at the time the project was bid in early December 2019. Six general contractors bid the work (with coverage from two pool subcontractors), with four of them just under the pre-bid estimate, and the other two significantly below the estimate. It was the right time to hit the market! Because the alternates had been designed and bid, the City was able to take advantage of this result and all alternates will be included in the construction contract. The contractor is slated to begin work on site on February 24 – just after the end of the local HS swim season, with completion on schedule in December 2020. The city will operate their seasonal outdoor pool – Amazon Pool – beginning February 21 during the remainder of this winter and through next winter in order to offset the loss of pool space during the construction at Echo Hollow Pool followed by construction at Sheldon Pool the following year.

By all measures, this project has become a success thus far.

Newport Aquatic Center

The City of Newport operated an indoor 6-lane pool for many years near the High School and Middle School. The facility was aging and had been outgrown by the community. Plans for the Newport Recreation Center had originally anticipated a pool addition, although the area designated for it had later been reduced by adjacent street improvements/realignments. After consideration of alternative sites in the area, it was determined the best alternative was to maximize the use of the current available site and take advantage of operational/staffing savings by consolidating into one facility.

The scope of the project included an 8-lane 25yd pool designed to accommodate HS District wide swim meets, a warm water activity

3.4 DEMONSTRATED ABILITY



...continued

pool with current channel, therapy area, interactive water play equipment and zero depth entry, and a hot tub. Fitting this onto a triangular site adjacent to the existing building and connecting into the existing locker rooms proved to be the primary challenge of the project. Shoring of the existing building foundation as well as the adjacent roadway was a concern during design, and contingencies were built-in to the budget in anticipation of these challenges. Fortunately, this was minimized somewhat by a design solution that placed the deepest end of the pool and the below-deck pool mechanical rooms furthest from the existing building, with direct service access at street level. During excavation it was discovered that the project area had a significant amount of unsuitable fill that required additional over-excavation – putting these contingencies to the test. The project received 5 bids during a rising market, and although the low bid was within 4% of the estimate the City elected to proceed with no changes to scope. The project was completed on schedule, though 30 days were added for coastal weather impacts.



Any project that occurs next to an existing building, or in an area of existing construction must anticipate these types of construction issues. At times they can dictate layout and orientations challenging the design to balance these with program and safety requirements for the pools – and can certainly have an impact on the budget if not anticipated. Users of the Newport Aquatic Center will never know the impact of these concerns, as the project was successfully completed and has been well received by the community.

Veneta Community Pool

The existing outdoor pool in Veneta’s City Park was lifted out of the ground during a rainstorm while undergoing maintenance in the Fall of 2006. RSA completed a study for the city to determine the best alternatives to address this situation, and the selected concept included a new seasonal bathhouse, a 6-lane 25yd pool with provisions for a water slide, and small leisure pool. In early 2009, the city had secured enough funding (including insurance proceeds) to move ahead with the project.

The project was to be constructed on the same site, which due to the larger footprint would encroach on some of the open space in the park. The city chose to relocate a small playground area in order to maintain continued use of existing park activity areas and utilize the existing parking lot shared with a nearby Community Center. The project began construction in September 2009 and was completed on time in June of 2010.

In order to stretch the budget as far as possible the city authorized development of both additive and deductive alternates in the design including possible deletion of spa pool and the activity pool, bidding a Myrtha Pool system (first time we were paid to design for bidding) as an alternative to more conventional pool construction, and heavy pool slabs and helical piers to hold the pools in the ground. The pre-bid estimate was \$2,500,000 and three of the twelve bidders were below the estimate, though the city was slightly short of funds. The city chose to defer the spa pool and activity pool to future construction, but to configure the mechanical room and run piping and electrical to add them in the future, the Myrtha Pool proved to be about \$200,000 more for the lanes pool so was not accepted, and the city eventually deleted the over-design of the pool slab and helical piers, in favor of a simple underdrain system and monitoring well.

The community views the project as a complete success and the city has added the activity pool in 2018 (unfortunately at significantly higher cost due to recent market conditions).



A P P E N D I C E S

- a* **Section 8 Proposal Form**
- b* **Team Member Resumes**
- c* **Firm Resumes / Profile**



SECTION 8 – PROPOSAL FORM

REQUIRED RESPONSE DOCUMENTS

THE FOLLOWING INFORMATION MUST BE RETURNED WITH YOUR RESPONSE:

(Place a check in front of the item indicating inclusion in your response)

- RESPONSE TO ALL EVALUATION CRITERIA listed in Section 3
- SECTION 8 – Proposal form
- Independent Contractor Certification

MWESB INFORMATION

The City encourages contracting with minority owned, woman owned, and emerging small business (MWESB). The State of Oregon offers a certification process. Indicate below if your business is a MWESB and if so, which categories have been State certified. MWESB certified? Yes___ No_ _. If yes, indicate which categories below:

Minority Owned___ Woman Owned___ Emerging Small Business___ Veteran Owned___

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA TO PROPOSAL DOCUMENTS:

Proposer acknowledges receipt of Addenda and agrees to be bound by their contents.

Circle each RFP addendum received: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10

Check if not applicable or if no addenda were received: _____

OSBEELS / ORBAE No.(s)

Provide name(s), title(s), and certification number(s) for each Key Person listed under Section 3 (b).

Attach additional sheet if necessary.

Name: <u>Carl Sherwood, AIA</u>	Title: <u>Principal</u>	Certification No: <u>2415 (ORBAE)</u>
Name: <u>Scott Stolarczyk, AIA</u>	Title: <u>Project Manager</u>	Certification No: <u>4578 (ORBAE)</u>
Name: <u>Justin Caron, MBA</u>	Title: <u>Aquatic Principal</u>	Certification No: <u>N/A</u>
Name: _____	Title: _____	Certification No: _____
Name: _____	Title: _____	Certification No: _____
Name: _____	Title: _____	Certification No: _____

PROPOSER INFORMATION:

Robertson Sherwood Architects pc

Proposer Company Name

132 E Broadway, Suite 540, Eugene OR, 97401

Company Address (from which work will be performed)

(541) 342-8077

Telephone Number

(541) 345-4302

Fax Number

93-0743694

FEDERAL ID NUMBER

Printed Name of Person Signing RFP: **Carl Sherwood, AIA**

Title: **Principal / Corporate Secretary**

Signature:

Email Address: **csherwood@robertsonsherwood.com**

CERTIFICATIONS

Robertson Sherwood Architects pc is an Independent Contractor.

3.5 Termination for Default

Robertson Sherwood Architects has never had a contract terminated for default.

3.7.2 Terms and Conditions

Robertson Sherwood Architects agrees to be bound by the terms and conditions as set forth in the RFP and as they may have been modified or reserved by the Ashland Parks and Recreation Commission for negotiation.

6.2 Business License Required

Robertson Sherwood Architects will acquire a current City of Ashland business license prior to conducting any work under the contract.

6.3 Insurance Requirements

Robertson Sherwood Architects maintains current insurance policies with limits equal to or in excess of those required in the RFP. Certificates of insurance will be provided prior to commencing work under this contract.



CARL SHERWOOD, AIA

Principal-in-Charge

Carl Sherwood has served as principal-in-charge on all RSA projects involving aquatic and recreation facilities for the past 34 years. In this capacity, he has guided the efforts of RSA staff in serving the needs of numerous municipalities, special districts, and private groups to plan, design and build aquatic recreation facilities. Carl has visited and researched the design and operation of aquatic recreation facilities in the United States and Canada. This base of knowledge has been applied to aquatic and recreation related projects in the state of Oregon, both large and small, indoor and outdoor.

Over his 37 years in the profession, Carl has developed the skills and techniques necessary to effectively involve client groups, committees and the public directly in the design process. He believes that the design of the process itself is critical to assure effective participation and the building of support throughout the process.

EDUCATION

B.Arch. University of Oregon 1979

REGISTRATION

Registered Architect, Oregon #2415

PROFESSIONAL MEMBERSHIPS

Member, American Institute of Architects
Director/Secretary, Architectural
Foundation of Oregon 1993-1999
President, Lane Arts Council 1991-1993

PROFESSIONAL EXPERIENCE

RSA since 1978

New Aquatic and Recreation Facilities - Planning, Design, Construction

Boardman Recreation Center; Boardman, OR
Newport Aquatic Center Addition; Newport, OR
UO Student Recreation Center; Eugene, OR
Veneta Community Pool; Veneta, OR
Lively Park Swim Center; Springfield, OR
North Clackamas Aquatic Park; Milwaukie, OR
Astoria Aquatic Center; Astoria, OR
Dallas Aquatic Center; Dallas, OR
Hermiston Community Pool; Hermiston, OR
Mavericks at Sunriver; Sunriver, OR
Glaze Meadow Recreation Complex; Black Butte, OR

Renovated Aquatic and Recreation Facilities - Planning, Design, Construction

Echo Hollow Pool Expansion and Renovation; Eugene, OR
Amazon Pool Renovation; Eugene, OR
Willamalane Park Swim Center; Springfield, OR
La Grande Veterans' Memorial Pool; La Grande, OR
Mingus Park Pool Renovations; Coos Bay, OR
Lebanon Community Pool Improvements; Lebanon, OR
Silverton Community Pool Renovation; Silverton, OR
Hillsboro Leisure Aquatic Center; Hillsboro, OR

Planning and Conceptual Design for Aquatic and Recreation Facilities

Brookings Community Recreation Center; Brookings, OR
Mountain Park Recreation Center Master Plan; Lake Oswego, OR
Prineville Aquatic and Recreation Center; Prineville, OR
Sunriver Recreation Center Planning/Conceptual Design; Sunriver, OR



SCOTT STOLARCZYK, AIA, CDT, LEED AP BD+C

Associate

Scott graduated in 1997 from the University of Oregon with his Bachelor of Architecture. He worked for two years with a small firm in Galveston, Texas that focused on residential architecture and historic preservation. He has been with RSA since 1999 and has worked on a wide range of projects.

Scott is designated as the sustainability specialist in the office, providing feedback on all our projects on how to incorporate green principles in the office's work and providing a repository of knowledge on green solutions.

Scott has been actively involved in the local community to broaden the understanding of green building. He is one the first architects locally to become a LEED Accredited Professional and established the Eugene Branch of the Cascadia Region Green Building Council.

EDUCATION

Bachelor of Architecture, University of Oregon, 1997

REGISTRATION

Oregon #4578

PROFESSIONAL MEMBERSHIPS

American Institute of Architects
AIA Committee on the Environment

CERTIFICATIONS

LEED Accredited Professional (BD+C)
Construction Document Technician

PROFESSIONAL EXPERIENCE

RSA since 1999
David Watson, Architect 1997-1999

New Aquatic and Recreation Facilities - Planning, Design, Construction

Boardman Recreation Center; Boardman, OR
Newport Aquatic Center; Newport, OR
Veneta Community Pool; Veneta, OR
Hermiston Aquatic Center; Hermiston, OR
Dallas Aquatic Center; Dallas, OR

Renovated Aquatic and Recreation Facilities - Planning, Design, Construction

Echo Hollow Pool Expansion and Renovation; Eugene, OR

Planning and Conceptual Design for Aquatic or Recreation Facilities

Lake Oswego Recreation Center; Lake Oswego, OR
Brookings Community Recreation Center; Brookings, OR
PK Park, Master Planning and Phase 1; Eugene, OR
Bandon Dunes Resort Staff Village Housing; Bandon, Oregon



JUSTIN CARON, MBA

AQUATICS PROJECT PRINCIPAL

Justin has spent much of his life in and around pools. He was a six-time All American and two-time captain for Auburn University’s swim team, which won four SEC titles and one national championship title while he was there. He has also coached at elite camps around the country and spends most of his free time now in the pool with his two young children. His unique combination of passion for swimming and technical knowledge enables him to relate to all members during the design process. Justin will serve as the aquatics primary contact and will also be available during the public outreach. In addition, Justin will allocate 25% to 10% of his time, depending on the specific phase of the project, to the Daniel Meyer Swimming Pool Replacement Project for the City of Ashland.

Education

Masters of Business Administration, Capella University, Minneapolis, Minnesota (2009)

Bachelor of Arts, Communications, Psychology, Auburn University (2003)

Professional Affiliations

California Parks & Recreation Society
 Certified Aquatic Facility Operator (AFO)
 College Swimming Coaches Association
 National Recreation & Park Association
 USA Swimming
 World Waterpark Association
 Innovation & Technology Committee

Speaking Experience

2019 Athletic Business – To Automate or Not To Automate?

2019 World Water Park Association – To Automate or Not To Automate?

2017 NIRSA Triventure – Truly Inclusive Aquatics

2017 Athletic Business Conference – Technological Innovations in Aquatics

Project Experience

Annie Wright School Indoor Pool, Tacoma, WA
 Bellevue Aquatic Center Study Update, Bellevue, WA
Boardman Recreation Center, Boardman, OR*
Echo Hollow Pool Replacement, Eugene, OR*
 Freeway Park Water Feature Improvements, Seattle, WA
 Green Hill School Pool, Chehalis, WA
 Johnstown Community Recreation Center, Johnstown, CO
 Lewis and Clark College Zehntbauer Pool Renovation, Portland, OR
 Moffett Place Recreation Center, Sunnyvale, CA
Newport Aquatic Center, Newport, OR*
 Obregon Park Pool, Los Angeles, CA
 Perris Valley Aquatic Center “DropZone”, Perris, CA
 Puyallup Tribe of Indians Elder Center, Puyallup, WA
 Ray Williamson Pool Study, Bainbridge Island, WA
 Redmond Community Center Study, Redmond, WA
Sheldon Pool Improvements, Eugene, OR*
 Si View Aquatic Center Feasibility Study, North Bend, WA
 Southern Oregon University McNeal Renovation, Ashland, OR
 Southwestern College Aquatic Center, Chula Vista, CA
 St. Mary’s Academy Competition Pool, Portland, OR
 The Riverside Hotel and Indoor Waterpark, Boise, ID
 Tualatin Hills HMT 50-Meter Pool Renovation, Beaverton, OR
University of Oregon Student Recreation Center, Eugene, OR*
 Waterfront Seattle Pool Barge, Seattle, WA
 West Hollywood Recreation Center, West Hollywood, CA
 William Shore Memorial Pool, Port Angeles, WA
 * In conjunction with Robertson Sherwood Architects.

ABOUT OUR FIRM



Robertson|Sherwood|Architects PC (RSA) was established in 1986 as a general architectural practice offering creative and comprehensive services to clients throughout Oregon. With our staff of professionals and a team of consultants we offer a range of services tailored to meet the unique challenges of each commission and the special needs of each client. We bring to our work an enthusiasm for personal service, dedicated management skills, and innovative, creative and practical design solutions.

As a regional firm specializing in public projects, we share with our clients a desire to create architecture that lifts the spirit and excels functionally while maintaining a thoughtful stewardship of the public trust. We keep abreast of evolving design and construction techniques, assuring that our work is both responsive and practical. We enjoy a strong reputation for the quality and comprehensiveness of our documents throughout the local construction industry. We have been recognized for our design excellence from the Southwestern Oregon Chapter of the American Institute of Architects and other organizations for our work.

We have maintained a stable flow of interesting commissions for many years; as a result, our staff has likewise been very stable. This stability and continuity has produced a mature and capable staff of 10 individuals, 7 of whom are registered architects. The result for our clients is service from experienced individuals who provide our principals with excellent technical and service support for our work. There is no substitute for experience.

We purposely limit the size of our office so that the principals, Jim Robertson, Carl Sherwood, and Randy Nishimura can have a direct involvement with each project. We have found that a firm of our size is easily capable of undertaking significant work while maintaining a level of personal service we feel our clients deserve.

CONTACT INFORMATION

www.robertsonsherwood.com

132 East Broadway - Suite 540
Eugene, Oregon 97401
Tel (541) 342-8077
Fax (541) 345-4302

ROBERTSON | SHERWOOD | ARCHITECTS STAFF:

Principals

James M. Robertson, FAIA, FCSI, CCS
Carl R. Sherwood, AIA
Randall Nishimura, AIA, CSI, CCS

Associates

Brian Hamilton, AIA, CCS, CCCA
Scott Stolarczyk, AIA, CDT, LEED BD+C

Professional Staff

Lana Sadler, AIA, LEED Green Associate
Becky Thomas, AIA
Andy Drake, Associate AIA
John Webster, AIA

Support Staff

Sherry Barrett, Office Manager





WHO WE ARE

Since 1984, **Aquatic Design Group** has worked with clients from around the globe to help bring their dreams to reality. This experience results in quality, efficient design solutions that lead to projects delivered on time and on budget. We have worked on projects of all shapes and sizes in 40 states and 25 countries around the world.

For more than 34 years, Aquatic Design Group has set the standard for quality design and consulting services within the aquatics industry. Our goal is to provide this service with dedication and commitment to the highest possible level of customer satisfaction, delivered in a professional manner by a team of talented individuals who love what they do.

Aquatic Design Group is focused on swimming pool and water feature architectural, structural, mechanical and electrical design services within the following market segments: parks and recreation, higher education, high schools, hospitality, health care, and anything else that might call for an aquatics specialist. We specialize in all types of water including: competition, recreation, leisure, therapy, and ornamental and natural water features.



PASSION

Plain and simple: we love what we do and we do it well. Our staff of 18 includes: a third generation pool designer; a former distributor of pool equipment and chemicals; an All-American swimmer; a pool contractor with more than 27 years' experience building pools; a second generation waterpark specialist; and others that love playing in the water with or without their families. We know what it takes to bring an aquatic facility to reality. Aquatic Design Group is a highly trained group of talented designers, project managers, technicians and administrative staff, all guided by a passion for aquatic facilities and those who experience them.





Suncadia Resort Core, Roslyn, WA



University of Oregon Student Recreation Center, Eugene, OR



East Oakland Sports Center, Oakland, CA



North Valley Splash Park, Washoe County, NV

AWARDED FOR WHAT WE LOVE TO DO

Aquatic Design Group is the recipient of numerous local and national design awards, including these recent and relevant honors:



- 2017 Innovative Design of the Year, City of Palmdale, McAdam Park Pool Rehabilitation, Palmdale, California
- 2016 Architecture Citation Award and Social Responsibility Commendation Design Award, AIA San Francisco, Don Fisher Clubhouse, San Francisco, California
- 2016 Elmer H. Anderson Park Excellence Award, Nevada Recreation and Parks Society, North Valley Splash Park, Washoe County, Nevada
- 2015 American Public Works Association Project of the Year, the San Diego & Imperial Counties Chapter, CAC Waterfront Park, San Diego, California
- 2015 American Public Works Association Project of the Year, the San Diego & Imperial Counties Chapter, Dolores Magdeleno Memorial Pool, San Diego, California
- 2014 American Public Works Association Public Works Project of the Year, the San Diego & Imperial Counties Chapter, Alga Norte Community Park, Carlsbad, California
- 2014 Architectural Showcase, Splash Swim School, Walnut Creek, California
- 2013 Award of Merit, ENR California, LEGOLAND Hotel, Carlsbad, California
- 2012 Dream Designs Award, Aquatics International-Wounded Warrior Headquarter & Hope and Care Center (P-060), Oceanside, California
- 2012 Architectural Showcase, Athletic Business Magazine, California State University Northridge Student Recreation Center, Northridge, California
- 2012 Dream Designs Award, Aquatics International-The Cove Waterpark- Jurupa Aquatic Center, Jurupa Valley, California
- 2011 AIA Award for BIM Excellence, Honorable Mention-Wounded Warrior Headquarter & Hope and Care Center (P-060), Oceanside, California



Firm Profile:

Cameron McCarthy of Eugene, Oregon is a twenty-one (21) member firm practicing landscape architecture, planning, and urban design with over 200 years of combined professional practice serving both public and private clients in the states of Oregon, Washington, California, and Idaho. Cameron McCarthy is a partnership owned by Larry Gilbert, Matt Scheibe, Matt Koehler, and Colin McArthur.

Cameron McCarthy works in concert with other design professionals to help people develop, preserve, and improve high quality relationships with their environments. Members of the firm have all developed a keen appreciation for the natural and cultural systems in our project environments, and we are committed to developing a sense of comfort, order, and aesthetic quality in the places with which we become involved.

Nine of our members are licensed landscape architects (ASLA), one is a certified planner (AICP), one is a certified arborist, and two are LEED accredited professionals (LEED AP).

Representative Projects:

Pools:

UO Student Recreation Center Renovation and Remodel (RSA)
Echo Hollow Community Aquatics, Eugene, OR (RSA)
Black Butte Ranch Glaze Meadow Pool, Sisters, OR (RSA)
Nehalem Aquatic Center (RSA)
Hermiston Aquatic Center

Ashland:

Calle Guanajuato
Downtown Ashland streetscapes
North Mountain Park
Black Swan Plaza

Southern Oregon:

Southern Oregon University Track and Turf
Bartlett Woonerf – Medford Urban Renewal District
Redwood + Lincoln Elementary Schools, Grants Pass, OR

RSA projects:

Civic Park
UO Museum of Natural History
Roseburg VA Protective Care Unit





“Timely Solutions Based On Timeless Principles”

Hohbach-Lewin, Inc. is a structural engineering consulting firm located in Eugene, Oregon with a main office in Palo Alto, California and branch offices in San Francisco and Pasadena. Hohbach-Lewin, with a total staff of over 70 including 35 licensed engineers, provides design, analysis, and evaluation services to architects, contractors, municipalities, universities, school districts and clients within the private sector. In their twentieth year of operation, the firm has annual revenues of approximately \$12 million.

Hohbach-Lewin has been established on the principle that the best solution is the one that most fully incorporates the client's specific needs. At Hohbach-Lewin, we are proud of our ability to creatively apply the appropriate level of technology in a responsive and timely manner.

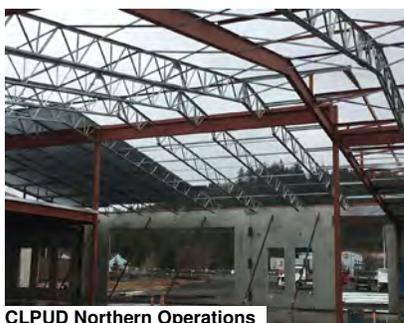
As a firm with multiple offices, the Eugene office of Hohbach-Lewin offers its clients the resources, experience, quality assurance, and adherence to project schedules and budgets expected of a larger firm while still providing a level of responsiveness and teamwork of a smaller office. Hohbach-Lewin uses a hands-on approach, with each project receiving the benefit of the direct involvement and participation of the engineer of record.

Hohbach-Lewin offers a “hands on” approach; all our projects receive the benefit of direct involvement and participation of the structural engineer of record. Our dedication to the craft of structural engineering is reflected in the work product we produce.

Our reputation with our past clients for providing superior technical solutions in a timely manner is our most valued asset and the foundation upon which our practice is built.



Glazed Meadow Recreation Center



CLPUD Northern Operations



Waldport High School, Waldport, OR



University of Oregon Tykeson Hall

Notable Projects:

- BLACK BUTTE – Glaze Meadows Recreation Center, Sisters, Oregon
- Inn at the 5th Hotel, Eugene, Oregon
- UNIVERSITY OF OREGON Tykeson Hall
- INKWELL Office Building, Eugene, Oregon
- 4J SCHOOL DISTRICT New Campus
Howard Elementary School
River Road/ El Camino del Rio Elementary
Bertha Holt Elementary School
Cesar Chavez Elementary School
- LINCOLN COUNTY SCHOOL DISTRICT
Waldport High School – New Campus
Oceanlake E.S. – New Campus
Toledo Elementary School – New Campus
Toledo 7-12 School Additions & Renovations
Sam Case E.S. Additions and Renovations
Taft E.S. Additions and Renovations
- CENTRAL LINCOLN Public Utility District's
Northern Operations Center, Newport, OR
- EWEB-Eugene Water & Electric Board
Roosevelt Operations Center
- Eugene Airport – Aircraft Rescue and
Fire Fighting Building
- CITY OF ROSEBURG
Roseburg Public Safety Center



EWEB Roosevelt Operations Center
Eugene, OR



Inkwell Office Building



SYSTEMS WEST ENGINEERS

MECHANICAL | ELECTRICAL | COMMISSIONING



FIRM PROFILE

Founded in 1988, Systems West Engineers has been a leading mechanical and electrical engineering provider in Oregon for 30 years. Based in Springfield, Oregon, our team of 37 engineers, designers, technicians, and administrative staff have established a reputation for exceptional technical capabilities, innovation in energy efficiency and sustainability, and a total commitment to each project.

AQUATICS EXPERIENCE

Systems West provides complete mechanical and electrical engineering and commissioning services for natatorium and recreation center designs, including heating, ventilating, and air conditioning systems; central boiler plants serving both HVAC and pool heating; plumbing and storm sewer systems within the building; electrical power distribution; lighting; and data and telecommunications. Systems are designed to be long-lasting, maintainable, and easy to use, with an emphasis on sustainability.

RELEVANT PROJECT EXPERIENCE

Systems West Engineers has performed services on nearly 200 pool/aquatic projects, including being part of the design team headed by Robertson Sherwood Architects on over 30 natatorium and recreation facilities including performing an evaluation for the Daniel Meyer Pool. Our design practices have been refined over years of collaboration including practical energy conservation and recovery system designs meeting LEED criteria.



Thank You



January 31, 2020

City of Ashland Parks and Recreation Commission
340 South Pioneer Street
Ashland, Oregon 97520

Attention: Michael Black, Ashland Parks and Recreation Director

Re: Daniel Meyer Swimming Pool Replacement – **Fee Proposal**

Dear Michael:

Robertson/Sherwood/Architects pc is pleased to submit this fee proposal to provide planning and design services for the proposed Daniel Meyer Swimming Pool Replacement – Project #000706. Based on Section 3.1 Project Approach outlined in our response to the Request for Proposals (RFP) dated January 13, 2020 we propose to provide our services organized in the four primary phases stated therein:

Schematic Design

The essential goal of this phase will be to refine and validate the concept that has been defined by the RFP and Site Plan and assure that all project requirements are identified, including schedule and budget. This phase will also include preliminary evaluation of the existing bathhouse for required building code and State of Oregon Health Division Rules pertaining to pool design and construction. If needed, we will provide a fee for additional services related to the design and documentation for added scope related to bathhouse improvements.

Design Development/Construction Documents

Given the relatively short schedule and pool-focused scope of the proposed project we will combine these two traditional phases into one. This phase will culminate with bidding and construction documents for the pools, pool systems, site work and related construction in pool mechanical room. By amendment, our services may be modified to include design and documentation for any work added to the scope of the project to bring the existing bathhouse into compliance building code and State of Oregon Health Division Rules pertaining to pool design and construction as identified during Schematic Design.

Bidding

We will assist the City in the preparation of the bidding documents, pre-bid conference, review of substitutions, and preparation of addenda. We will attend the bid opening, assist the city with review of the required pre-contract submittals, and with preparation of the Owner Contractor agreement as needed.

Construction Period Services

Services during construction will include up to six on-site Owner/Architect/Contractor (OAC) meetings to review the progress of the work and compliance with the construction documents, review of all submittals, coordination and processing of changes in the work, review of the Contractor's Application(s) for Payment, and Substantial Completion and Final Inspections.



City of Ashland Parks and Recreation Commission

Attn: Michael Black, Ashland Parks and Recreation Director

Re: Daniel Meyer Swimming Pool Replacement – **Fee Proposal**

January 31, 2020

We will provide all services in close coordination with designated City of Ashland personnel through the planning, design and construction phases for the pool replacement as noted above. We will coordinate the efforts of our entire design team, utilizing their services to the most effective benefit of the project. Accordingly, we propose to provide services for this project on a lump sum basis for a fee of \$151,630.00, excluding reimbursable expenses. We anticipate expenses will not exceed \$ 9,500.00 and they are primarily travel and lodging costs related to the work of Aquatic Design Group (\$8,100). This fee is summarized as follows:

Robertson Sherwood Architects pc	\$ 41,720
Aquatic Design Group	\$ 81,410
Cameron McCarthy Landscape Architects	\$ 9,000
Civil Engineer (TBD – allowance)	\$ 12,000
Construction Focus – Cost Estimating	\$ <u>7,500</u>
Lump-Sum Fee	\$ 151,630
Reimbursable Expenses	\$ 9,500

We noted in the RFP that the expected Project Completion is May 10, 2020 and suspect that may be intended for all services prior to bidding and would not include the construction period. Given the current date, an initial discussion point will be the preferred construction period – most likely beginning early summer (losing a summer season) or early fall (to begin after this summer, and open before next summer). Each has program and construction implications to be discussed.

Bathhouse Scope

As stated in our proposal response, if, in the preliminary evaluation conducted in during Schematic Design determine that any modifications for the bathhouse are required the project budget and schedule may require adjustment, and we are prepared to adjust the scope of services to meet those needs should they arise. Such services would include architectural design, as well as possible mechanical, plumbing and electrical engineering.

We are prepared to begin scheduling our work on this project immediately and would hope to schedule our initial meeting within the next two weeks. As always and if needed, we are prepared to adjust the scope of services to meet your needs and expectations.

If you have any questions or need additional information, please do not hesitate to contact me.

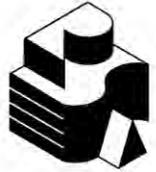
Sincerely,



Carl Sherwood, AIA
Corporate Secretary

Encl: Schedule of Charges





Memorandum

Schedule of Charges

January 2020

Professional Services:

<i>Partner</i>	\$ 165.00 / Hour
<i>Principal Architect</i>	\$ 155.00 / Hour
<i>Associate Architect</i>	\$ 140.00 / Hour
<i>Staff Architect II</i>	\$ 130.00 / Hour
<i>Staff Architect I</i>	\$ 120.00 / Hour
<i>Intern, Level II</i>	\$ 110.00 / Hour
<i>Intern, Level I</i>	\$ 100.00 / Hour
<i>Administrative Assistant</i>	\$ 70.00 / Hour

Professional Services By Consultants:

For services of outside consultants, charges will be made at actual invoice amount plus an overhead expense of 5 percent.

Reimbursable Expenses:

The following expenses are considered reimbursable and will be charged at the rates listed.

<i>Commercial Printing</i>	<i>Actual Cost</i>
<i>Commercial Travel</i>	<i>Actual Cost</i>
<i>Facsimile Charges</i>	\$.20 per page
<i>Meals and Lodging</i>	<i>Actual Cost</i>
<i>Mileage</i>	<i>Federal IRS Rate</i>
<i>Office Copying (8-1/2 x 11-inch, B&W)</i>	\$.10 per page
<i>Office Printing (8-1/2 x 11-inch, Color)</i>	\$.65 per page
<i>Office Printing (11 x 17-inch, B&W)</i>	\$.20 per page
<i>Office Printing (11 x 17-inch, Color)</i>	\$ 1.30 per page
<i>Office Printing (24 x 36-inch, B&W)</i>	\$ 1.80 per sheet
<i>Office Printing (24 x 36-inch, Color)</i>	\$ 2.50 per sheet
<i>Office Printing (30 x 42-inch, B&W)</i>	\$ 2.00 per sheet
<i>Office Printing (30 x 42-inch, Color)</i>	\$ 3.50 per sheet
<i>CD/DVD</i>	\$ 5.00 per disk
<i>Postage & Shipping</i>	<i>Actual Cost</i>

Terms:

Payments are considered due within thirty calendar days of the invoice date. A late charge of one-point five percent (1.5%) compounded monthly will be assessed against any unpaid balance, effective thirty-one days after invoice date.

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Joel Heller
Rick Landt
Jim Lewis
Julian Bell



Michael A. Black, AICP
Director

541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

January 21, 2020

RE: INTENT TO BEGIN CONTRACT NEGOTIATIONS FOR THE DESIGN OF THE DANIEL MEYER POOL REPLACEMENT

On January 13, 2020 Ashland Parks and Recreation Commission received three (2) proposals for the design services of the Daniel Meyer Swimming Pool Replacement. An evaluation team of five members completed a comprehensive review of the proposals. Each proposal was scored in accordance with the criteria listed in the Request for Proposal document. Scoring was conducted individually and independently by each team member with the scores totaled to determine the top ranked firm. The results of the scoring are as follows:

CONSULTANT	TOTAL SCORE	RANK
Robertson Sherwood Architects	476	1
Terrain Landscape Architecture	420	2

Ashland Parks and Recreation intends to begin contract negotiations for professional services with Robertson Sherwood Architects Thank you for your time and efforts in preparation of your proposals. If you have questions or wish to review the scoring, please feel free to contact me at 541 552-2257 or tara.kiewel@ashland.or.us.

Sincerely,

Tara Kiewel,
Administrative Analyst

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
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Jim Lewis
Julian Bell



Michael A. Black, AICP
Director

541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

MEMORANDUM

TO: APRC Commissioners and Staff
FROM: Mike Oxendine
DATE: February 4, 2020
SUBJECT: Blvd IPM Request for Exemption

Situation: There is a safety concern regarding employees spending excess time working in the road median planter beds, primarily located along Siskiyou Blvd and Ashland Street.

Background: The APRC IPM Policy has a current exemption for herbicide use at the North Entry Way median planter beds to address staff safety concerns. The exemption states:

*Policy Revision
Per commission approval on April 22, 2013:*

The commission approved modifying the integrated pest management policy to allow for an exemption request outlined by staff: use of synthetic herbicides on north entryway medians for safety purposes.

The exemption was granted to address a concern for employee safety when maintaining planters located in the road median, which requires employees to work in close proximity to fast moving motor vehicles. Staff can reduce the number of hours spent maintaining the median planter beds with the selective use and application of glyphosate herbicide, thereby reducing their risk. The risk of maintaining median planters at the North Entry Way is not substantially different from maintaining other median planters throughout town. In general, there are more vehicular accidents that occur along Siskiyou Blvd near SOU than the North Entry Way due to numerous cross walks and high pedestrian traffic.

Without the use of herbicide, staff use gas powered weed eaters to cut down the weeds. As a result of staff using gas powered weed eaters, two car windows were struck by rocks flung out of the median by APRC equipment.

Assessment: Staff is requesting that the Commissioners consider expanding the current exemption to include all the median strips through town.

Attachment: IPM Policy



*Ashland Parks and
Recreation Commission*

**COMMISSION
POLICY**

TITLE: Integrated Pest Management (IPM) Policy of the Ashland Parks and Recreation Commission (APRC)	PAGE 1 of 9	POLICY No. 105
EFFECTIVE DATE: May 24, 2010	REVISED DATE See below	

Policy Introduction:

APRC follows an Integrated Pest Management Policy adopted by the Ashland Parks and Recreation Commission in 2010.

According to Oregon Statutes (ORS 262.1), Chapter 943, an IPM is defined as:

“A coordinated decision-making and action process that uses the most appropriate pest control methods and strategies in an environmentally and economically sound manner to meet pest management objectives. The elements of integrated pest management include: (a) preventing pest problems; (b) monitoring for the presence of pests and pest damage; (c) establishing the density of pest population, which may be set at zero, that can be tolerated or corrected with a damage level sufficient to warrant treatment of the problem based on health, public safety, economic or aesthetic threshold; (d) treating pest problems to reduce populations below those levels established by damage thresholds using strategies that may include biological, cultural, mechanical and pesticidal control methods and that shall consider human health, ecological impact, feasibility and cost effectiveness; and (e) evaluating the effects and efficacy of pest treatments.”

Organic pesticides (OMRI-approved – or *Organic Materials Review Institute*) are approved for use according to label instructions within the nearly 800-acre APRC system.

APRC lands are 99.25% synthetic-pesticide-free but authorization is approved for use o pesticides for the following uses and areas:

- Hornets and wasps in all areas for safety, but as a last resort.
- Median strips at the north entry of Ashland for staff safety.
- North Mountain Park infields for safety.
- Controlling Poison Oak along trails for safety.

- Oak Knoll Golf Course as outlined below:
 - The golf course will occasionally require use of higher toxicity products to keep the quality of the greens and tees playable. If toxicity is higher than table salt (LD 50 = 2,500), the course will be posted at the clubhouse and at the first green or tee that is treated.
 - The Golf Division will follow the same guidelines established for the Parks Division.
 - MSDS sheets will be posted in the golf course clubhouse.
 - Greens #4, 6, 7 and tee boxes #4, 5, 7 will be exempted from the 50-foot setback from water and care will be taken to keep synthetic spraying as far from water as is feasible.
 - Golf cart paths as needed for public safety and maintenance.

Background

The IPM process first determines if a pest needs to be managed, and if so, how best to do it. Key elements are information gathering, decision making, management action and monitoring of results. IPM uses effective, low-risk strategies and practices. Management actions include cultural, physical, mechanical, manual, biological and pesticidal practices. Licensed and trained APRC professionals often select a combination of methods (pesticide applications being the method of last resort) to manage specific pest populations on a case-by-case basis, with a goal of reducing reliance on pesticides. Methods employed conform to recognized standards established and endorsed by state and federal regulatory agencies, state educational institutions, and organizations such as the Western Integrated Pest Management Center.

Examples of IPM methods within APRC lands include:

- Mulching of planting beds to reduce establishment of weeds.
- Utilizing non-neonicotinoid plants with natural resistance to pests.
- Volunteer labor that includes hand weeding, trimming, mulching and more.
- Design features that include concrete curbs, mow strips and landscape designs.
- Proper mowing, irrigation and fertilization of park turf to increase vigor and reduce weed populations.
- Application of organic OMRI-approved herbicides to control invasive weeds before seed formation to prevent future weed infestations.
- Release of natural biological controls.

APRC's Integrated Pest Management Policy is based on park planning and design, manual maintenance, ecological controls and, as a last resort, use of chemical pesticides. APRC will work to reduce or eliminate the use of synthetic pesticides and will conduct an annual review of pest management activities, which will include written suggestions to the Parks Commission for the further reduction of pesticides and for alternatives to their use.

Pesticide Use

Any synthetic pesticide use will be part of an IPM approach and will only be used where an exemption to the no pesticides in Ashland parks policy has been granted by the Parks Commissioners. Risk will be minimized by careful product selection and application. When developing and updating the IPM

program, APRC staff will rely on current peer-reviewed scientific opinion about potential materials and methods, including science-based information from regulatory agencies, state university departments, university extension scientists and other experts.

- The choice to use pesticides will be based on human and ecological health and the values to be gained or preserved. Budgetary and human resource factors will also be considered.
- Only the safest, lowest toxicity products available will be used. Pesticides use will comply with all local, state, and federal regulations. No “restricted use” pesticides will be used.
- For synthetic pesticide use, the area will be posted 48 hours in advance of the application, with signage remaining a minimum of 48 hours following the application, depending on the re-entry time specified on the pesticide label or MSDS sheet.
- For non-synthetic (OMRI-approved) use, informational signage will be posted at the time of application only.

Oversight and Training

- A minimum of one Park Operations or Golf Operations employee will be trained and licensed as an Oregon Licensed Pesticide Applicator and will be designated by the department director to be responsible for overseeing and authorizing all pesticide use by Parks and Golf division staff. No pesticides will be used without a Licensed Pesticide Applicator on staff.
- No employee will use or apply any pesticide without prior training.
- No employee will use or apply any pesticide mechanically or by hand without event-specific authorization.
- All Parks Operations and Golf Division employees who apply pesticides will attend an annual review of policies, procedures, and reduction strategies regarding the use and applications of pesticides.
- All pesticides will be stored in a safe, labeled, secure environment. The Parks Superintendent and Licensed Applicator will have exclusive access to the area.
- Violation of any of these policies or guidelines by Parks Operations or Golf Division staff will be grounds for disciplinary action.

Reporting and Review

The APRC Director or Parks Superintendent will oversee an annual review and will present the results to the commission. The report will include water quality test results and results from any other testing conducted; comparisons from previous years’ spreadsheets showing amounts and locations of pesticide applications; and will recommend specific locations, management activities, cost, and targets for reductions or elimination of pesticides.

- The Parks Commission may consider updating the IPM policy during the fiscal year as new peer-reviewed scientific information about pesticides, including inert ingredients, becomes available and as other management choices develop.
- Written record on Form 1A will be filled out after each application (attached).
- MSDS sheets will be made available to the public.

- The elected Ashland Parks and Recreation Commission will serve as the overseeing board for this policy.

GUIDELINES

PESTICIDE SOLUTIONS AND RINSES

Following are elements to consider before beginning an application. These elements will help determine the proper amount of pesticide to mix.

- Weather conditions and predictions. Call National Weather Service at 541-779-5990.
- Acreage / square footage of the job site.
- Calendar: special events, mowing, irrigation, and so on.
- Type and size of the equipment appropriate to do the job.

When applying a pesticide, use the following procedures to reduce and safely store the rinse solution. These are secondary to label information and State and Federal regulations.

- Mix only enough pesticide solution to do the job that day.
- First add measured amount of water to tank, then put in correct amount of herbicide according to label specifications.
- Use up all pesticide, applying until the tank is empty or no more solution is coming through the nozzle.
- If pesticide mix remains, completely label the tank or sprayer with labels for the products used. Also mark the current concentration for each product, the date and the name of the locked cabinet in the Lithia Park or Golf maintenance shop, in the dedicated pesticide storage cages, until the contents can be properly disposed of through an official Hazardous Materials Collection process or event.
- When resuming spray applications the next time, either use the leftover material, or add diluted water and circulate the mix thoroughly before adding new concentrate.
- If spray tank rinsate is created, store the rinsate as make-up water for the next day. The next day's pesticide should be compatible or the same. The same labeling requirements pertain to the rinsate mix. Any residual rinsate that cannot be re-used will be labeled "unusable" and stored in a locked Golf or Lithia Park maintenance shop dedicated pesticide storage cage until it can be properly disposed of through an official Hazardous Materials Collection process or event.

Rinse the sprayer if the following conditions apply:

- It is necessary to use a pesticide incompatible with that previously used.
- It is the end of a spraying cycle.

Use the following rinse process:

1. Read the pesticide label. The following should not conflict with label information or State or Federal regulations. Contact your supervisor if you see a conflict or have questions.

2. Wear protective clothing, as listed on the label when handling pesticides, pesticide containers, or pesticide equipment.
3. Fill the spray equipment approximately 1/4 full with clean water. Shake or agitate so that all inside surfaces are washed. If possible, use the spray hose to rinse the inside surface of the tank. These procedures should coincide with all labels.
4. Spray the rinse water out of the spray equipment onto an approved target area. Rinse water should be run through all hoses, booms, etc. Filters should be cleaned. Because of the dilute nature of the pesticide in the rinse water, a coarse spray can be used and is recommended to save time. Do not "pond" or saturate the soil.
5. If the tank is to be stored, repeat step 3 and 4 above until the tank is clean.

PESTICIDE SAFETY

- For synthetic pesticide use, the area will be posted 48 hours in advance of the application, with signage remaining a minimum of 48 hours following the application, depending on the re-entry time specified on the pesticide label or MSDS sheet.
- For non-synthetic pesticide (OMRI-approved) use, information signage will be posted at the time of application only.
- Containers will be triple-rinsed, then punctured to make sure they are not reused.
- There will be no application of synthetic pesticides from Memorial Day to Labor Day.
- OMRI-approved non-synthetic pesticides are exempt from date restrictions and can be applied throughout the year per label instructions.
- Any spills will be cleaned up immediately and reported to a supervisor for proper handling of material.
- Personal protective equipment (PPE) will be worn according to label on product and MSDS sheets (e.g., rubber gloves, goggles, long-sleeved shirts).
- Employees will change clothes before interacting with non-work associates such as family members and friends.
-

PESTICIDE REDUCTION OPTIONS

Volunteers will be used for:

- Weeding
- Mulching
- Trimming
- Mulch – reduce weed growth and labor costs; minimal budget impact.
- Labor – staff and volunteer crew to manually trim edges. Potential large budget impact if staff and volunteers manually edge and use less spray.
- Annuals to Perennials – better ground cover, minimal labor, minimal budget impact.
- Burners – burn weeds using APCR labor; possible safety issues.
- Ground Covers – labor to establish weeding; higher initial costs but less expensive once established.

- Hardscape – curbs, walks would require high initial investment but this would serve as long-term solution to problem spots; initial high budget impact.
- Landscape Design – less formal, non- native; lower initial cost but higher costs to maintain until plants are established.
- Park Branding – As part of the pesticide reduction process, a park logo will be designed to inform the public about pesticide-free areas. Communication will occur through the City of Ashland website and classes will be offered to share information and ideas with the public. This is underway with the APRC Promotions Coordinator.
- Equipment Use Where Possible – higher cost to purchase; efficient use of labor; able to treat large areas.
- Lawn Height – Taller lawns help shade weeds and encourage stronger growth which crowds out weeds.
- Irrigation Changes – initial cost of labor and materials; long-term solution; more maintenance required for smaller heads.
- Goats – problem with containment in terms of what is eaten (both desired and non-desired species consumed).
- Forestry Areas – 99% spray free since 1992; manually controlled.

PESTICIDE APPLICATIONS BY NON-APRC EMPLOYEES

In special circumstances, when a certain area needs to be addressed in a specific fashion, pesticide applications by non-APRC staff will be approved:

- Employees of commercial pesticide operator companies possessing valid state pesticide applicator licenses will be considered for approval to apply pesticides to APRC property
 - The licensing variance must be specifically approved by the APRC Licensed Applicators.
 - The work must occur under the direction of a contractor-supplied, fully licensed supervisor
 - Before approval, there must be evidence that all trained and licensed applicators have sufficient previous pesticide application experience and a safety record to satisfy APRC's approval process. Acceptable application experience may vary, but will be of sufficient assurance to APRC of employee competence and knowledge of safe work practices. Three to five months is a likely minimum experience interval for approval. Inexperienced trainee licensed applicators will not be allowed to apply pesticides to park land.

Contractors must satisfy all of the standard applicable city contractual language pertaining to pesticide applications. These subjects may include safety precautions, liability issues, and other responsibilities. These issues are dealt with in the contract language agreed to before the project commences by both city representatives and the contractor.

The performance record of contracting businesses applying pesticides to APRC lands shall also be regularly reviewed by APRC. This review shall include an examination of past work and safety performance.

Employees of the Jackson County Vector and Nuisance Control agency:

APRC understands that there may be situations where the county vector and nuisance control agency has the need to apply pesticides to city property as part of their mandate to further public health goals. Communications from this agency stating their need for pesticide use for these purposes on park land will be responded to by the Licensed Applicator in a timely manner. Licensed public health endorsed applicators will be considered for approval to apply pesticides to APRC property. APRC and the county will work together to arrive at mutual agreements for activities that address public health goals and good environmental stewardship.

City of Ashland
ASHLAND PARKS AND RECREATION COMMISSION
340 S. Pioneer Street, Ashland, OR 97520

Pesticide Application Record (PAR)
(to be kept for 3 years)

Applicator: _____ Date of Application: _____

Time of Application: _____ Hour(s) Spent Applying Pesticides (X.XX): _____

Name of Park or Property: ENTER ONE CODE per Application Record: _____

Area Treated: CIRCLE ONE OR MORE below and/or fill in the blank:
TW- treewells FL-fencelines CR-Cracks BL-bleachers SH-Shrub beds
P-Ponds DU-Dugouts BF-Baseball fields R-Roses W-Wasps/Hornets
A-Annuals P-Paths/Trails TC-Tennis Courts SB-Sloped Banks

Other: _____

Chemical: ENTER ONE CODE FROM the APPROVED PESTICIDE LIST: _____

Other: _____

Mixing Ratio: Liquids: _____ Tablespoons per gallon OR _____ ounces per gallon
Granular: _____ per _____ square feet of coverage

Supplier: _____ EPA Registration No. _____

Target Species (be specific) ENTER CODE(S) FROM SPECIES LIST and/or fill in blank.

CODE(S):: _____

Other: _____

Equipment Used: CIRCLE ONE (below) or fill in the blank:
BP-Backpack SQ-Squeeze Bottle HA-Handheld Other: _____

Weather Conditions: temperature: _____ wind conditions: _____

precipitation: _____ comments: _____

Total amount of product applied (Tbsp. or ounces): _____

Comments: _____

Policy Revision***Per commission approval on February 28, 2011:***

The commission authorized staff to replace synthetic pesticides in all Ashland parks with organic products, using the application standards outlined in the existing Integrated Pest Management Policy, with the exceptions of Oak Knoll Golf Course and poison oak in summer months.

Policy Revision***Per commission approval on June 27, 2011:***

The commission granted approval for 1) the Integrated Pest Management Policy to be amended to include the following in the Special Situations Restricted Areas policy section: 1) No spraying of synthetic pesticides is permitted in any Ashland park from Memorial Day to Labor Day, with OMRI-approved herbicides exempt from this provision [overturned by the Commissioners on June 25, 2018]; and 2) at the next scheduled annual review of the IPM Policy, staff to present a revised policy that incorporates changes consistent with the use of OMRI herbicides.

Policy Revision***Per commission approval on February 27, 2012:***

The commission approved allowing for the use of non-synthetic pesticides, per label instructions, in all parks at staff's discretion with the exception of limitations imposed by other regulatory bodies. They further approved changing signage requirements to allow informational signs to be posted at the time of application only and eliminating date restrictions for applications of non-synthetic pesticides to allow for their use throughout the year per label instructions.

The commission approved allowing staff to use synthetic pesticides only as a last resort to create a safe playing environment at the infields of North Mountain Park.

Policy Revision***Per commission approval on April 22, 2013:***

The commission approved modifying the integrated pest management policy to allow for an exemption request outlined by staff: use of synthetic herbicides on north entryway medians for safety purposes.

Policy Revision***Per commission approval on April 28, 2014:***

The commission approved, for the 2014 season only, allowing an APRC IPM policy exemption for staff use of non-organic herbicides in two requested areas: the pitching warm-up area and the warning tracks at North Mountain Park.

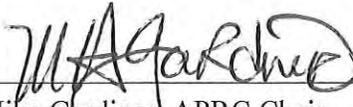
Policy Revision***Per commission approval on May 22, 2017:***

The commission approved the use of synthetic wasp spray in parks as a last resort for public safety.

Policy Revision***Per commission approval on June 25, 2018:***

The commission made minor revisions, mostly related to editing of the document.

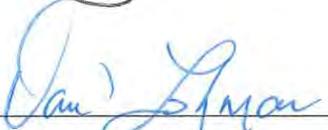
Approved:


Mike Gardiner, APRC Chair

Date:

7/22/19

Approved, as to form:


Dave Lohman, City Attorney

Date:

7/18/19

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