



AGENDA
ASHLAND PARKS & RECREATION COMMISSION
Current Parks, Conservation, and Maintenance Subcommittee
December 7, 2021 – 2:00 p.m.
Electronic Meeting

This meeting will be held electronically. To view the meeting via Zoom webinar, register here:
https://zoom.us/webinar/register/WN_uPFYJV6hRmayTox_Qx02-Q

Written testimony will be accepted via email sent to sean.sullivan@ashland.or.us. Please include **"Public Testimony for December 7 Current Parks Subcommittee Meeting"** in the subject line. Written testimony submitted before Monday, December 6, 2021, 9:00 am will be made available to Subcommittee Members before the meeting. All testimony will be included in the meetings minutes.

Oral Testimony will be taken during the electronic public meeting. If you wish to provide oral testimony, send an email to sean.sullivan@ashland.or.us before Tuesday, December 7, 2021, 9:00 am. Late requests will be honored if possible. Please provide the following information: 1) make the subject line of the email **"December Speaker Request"**, 2) include your name, 3) the agenda item on which you wish to speak on, 4) specify if you will be participating by computer or telephone, and 5) the name you will use if participating by computer or the telephone number you will use if participating by telephone. Staff will provide information necessary to join the meeting upon request.

CALL TO ORDER

APPROVAL OF MINUTES

- Current Parks, Conservation, and Maintenance Subcommittee – July 29, 2021

PUBLIC PARTICIPATION

- Open Forum

BUSINESS

- Standard Memorial Requests (Action) – *Background information included in packet*
- Irrigation Controller Estimate for all Parks (Information) - *Background information included in packet*
- Zero Waste Policy Discussion (Information) – *In meeting discussion*
- Items from Subcommittee Members/Staff (Information) – *In meeting discussion*

ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number (800) 735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I). Parks Commission meetings are broadcast live on Channel 9, or on CHARTER CABLE CHANNEL 180. Visit the City of Ashland's website at www.ashland.or.us.

MINUTES
ASHLAND PARKS & RECREATION COMMISSION
Current Parks, Conservation, and Maintenance Subcommittee
July 29, 2021 – 2:00 p.m.
Electronic Meeting

CALL TO ORDER

Bell called the meeting to order at 2:00 p.m.

APPROVAL OF MINUTES

Current Parks, Conservation, and Maintenance Subcommittee – June 3, 2021

Motion: Lewis moved to approve the Minutes from June 3, 2021. Seconded by Bell.

Vote: The vote was all yes.

PUBLIC PARTICIPATION

None

BUSINESS

Non-Standard Memorial Recommendation – Soroptimists International of Ashland (Action) – *Background information included in packet*

Sullivan reviewed the staff report included in the [meeting packet](#):

- The Soroptimist International of Ashland is requesting the placement of an inscribed boulder at Garden Way Park celebrating 100 years of the service for the organization and 75 years of service for the Ashland Chapter
- The Current Parks, Conservation, and Maintenance Subcommittee has the authority to make a recommendation to the full Commission
- The memorial would become a permanent feature of the park and will be located toward the front of the park near the water fountain
- All direct costs associated with procuring and placing the boulder will be paid for by Soroptimist International of Ashland. The organization will also provide funds if maintenance or repair of the boulder is necessary in the future
- Pat Acklin, of Soroptimist International of Ashland, spoke in favor of the request and stated that the organization was instrumental in the development of the park as outlined in the document attached to the staff report

Motion: Lewis moved to recommend approval of the memorial request to the full Commission. Seconded by Bell.

Vote: The vote was all yes

The request will go to the full Commission on September 8, 2021

Items from Subcommittee Members/Staff

- Sullivan stated the reference gathering on the electric mowers as directed at the July 28, 2021 Regular Business Meeting is moving ahead and should be completed shortly. All organizations where contact has been made have provided positive feedback
 - Sullivan confirmed that staff looks into the feasibility of electric options when equipment purchases are made

ADJOURNMENT

Meeting adjourned at 2:22 pm

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Rick Landt
Julian Bell
Leslie Eldridge
Jim Lewis



Michael A. Black, AICP
Director
541.488.5340
AshlandParksandRec.org
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PARKS COMMISSIONER STAFF REPORT

TO: Current Parks, Conservation, and Maintenance Subcommittee
FROM: Sean Sullivan, Business Operations Manager
DATE: December 2, 2021
SUBJECT: Standard Memorial Requests

The [Parks Memorial Policy](#) allows for the placement of standard memorials on park amenities such as benches and tables and authorizes the Current Parks, Conservation, and Maintenance Subcommittee to grant final approval to standard memorial requests. Amenities eligible to be dedicated as a standard memorial and the donation amount required to secure a dedication for a 10-year period is outlined in the [Standard Memorial Administrative Procedures](#) document.

When dedicated, the amenity is refinished and a 1" x 4" plaque is installed on the amenity. Standard memorials can be dedicated in 10-year increments. Once the timeline for the dedication has expired, the initial donor will be offered first right of refusal before making the amenity available to someone else for dedication.

Two standard memorial requests have been submitted since the Current Parks, Conservation, and Maintenance Subcommittee last met in July 2021. Please see the summary of the requests below:

Applicant: Dennis Powers (3 dedications)

Amenity Type: Existing Wood Table

Location: Lithia Park – Shop Lawn

Years Dedicated: 10

Donation Amount: \$850

Plaque Text:

To the Powers Family,
Past and Present
Dennis Powers

Amenity Type: Existing Wood Table

Location: Lithia Park – Admin Office Lawn

Years Dedicated: 20

Donation Amount: \$1,700

Plaque Text:

To the Lithia Park Staff
and Volunteers
Dennis Powers

Amenity Type: Existing Wood Table
Location: Lithia Park – Creekside at the Turnaround
Years Dedicated: 10
Donation Amount: \$850

Plaque Text:
To Judy Hoikka Powers
Dennis Powers

Total Powers Donation: \$3,400

Applicant: Aka Wedemeyer
Amenity Type: Existing Wood Table
Location: Lithia Park – Creekside Lawn
Years Dedicated: 10
Donation Amount: \$850

Plaque Text:
In Loving Memory of
Lee Wedemeyer

Applicant: Giselle Clark-Ibanez
Amenity Type: Existing Wood Bench
Location: Lithia Park Courts
Years Dedicated: 10
Donation Amount: \$1,000

Plaque Text:
In Loving Memory of
Bill Schumacher

The total donation amount for requests is \$5,250

Possible Motion: *I move to approve the standard memorial requests as submitted by staff.*

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PARKS COMMISSIONER STAFF REPORT

TO: Current Parks, Conservation, and Maintenance Subcommittee

FROM: Sean Sullivan, Business Operations Manager

DATE: December 2, 2021

SUBJECT: Irrigation Controller Estimate for All Parks (information)

Staff made a presentation to the Commissioners at the [November 10, 2021 Regular Meeting](#) outlining a plan to replace the central irrigation controller for Lithia Park and North Mountain Park. Replacing the system should result in measurable water savings and improve staff efficiencies.

Staff is presenting a contract approval to Commissioners for HydroPoint to upgrade the irrigation controller system in both of these parks at the [December 8, 2021 Regular Meeting](#). A bid from HydroPoint was received for \$144,316.62. The Capital Improvement Plan (CIP) budget includes \$150,000 specifically to update the irrigation controller.

At the November 10 meeting, a Commissioner asked what it would cost to build out the rest of the park system using this same system. A specific number was not provided because an official bid had not been received at that point. Staff has put together an estimate to build out the rest of the park system using the costs from the bid. Staff would like to review this estimate with the Subcommittee and will also provide this information at the regular Business Meeting on December 8.

It should be noted that we have not received an official bid outside of Lithia Park and North Mountain Park, so prices may increase if an official bid is sought in the future for the remaining parks. A summary of the estimated costs is on page 2 of this memo. A detailed spreadsheet is attached.

Irrigation Controller Build Out Estimate

FY 22 Upgrade - 2 Parks (Lithia / NMP)	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
FY22 - Equipment	\$ 78,840	13	5	\$ 4,355.00
FY 22 - Install	\$ 65,480			
FY 22 - Total	\$ 144,320	13	5	\$ 4,355

FY24 Upgrade - 6 Parks (Estimate)	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
FY24 - Equipment	\$ 58,173	6	6	\$ 2,010.00
FY 24 - Install	\$ 60,590			
FY 24 - Total	\$ 118,764	6	6	\$ 2,010

FY25 Upgrade - 8 Parks (Estimate)	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
FY24 - Equipment	\$ 75,050	8	8	\$ 2,680.00
FY 24 - Install	\$ 79,504			
FY 24 - Total	\$ 154,554	8	8	\$ 2,680

Total Project Upgrade	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
Total Project Costs	\$ 417,637	19	19	\$ 9,045

Irrigation Controller Build Out Estimate

Note: FY 22 totals are actual costs per bid; FY22 & FY23 are estimates and subject to change

FY22 - Actual Costs per Bid
FY 24 - Estimate
FY25 - Estimate

Total Project Upgrade	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
Total Project Costs	\$ 417,637	27	19	\$ 9,045.00

STATION NAME	PARK	# OF ZONES	Clock	Master Valve	Flow	Vent	Clock Install	Valve Install	Flow Install	Flow Optimize	FY22	FY24	FY25
Lithia Park—Lower Park—Line #1	Lithia Park	35	\$ 4,786	\$ 2,454	\$ 3,017	\$ 150	\$ 2,419	\$ 1,979	\$ 6,049	\$ 165	1		
Lithia Park—Mid to Upper Park Line #1	Lithia Park	19	\$ 4,130	N/A	N/A	N/A	\$ 2,419	N/A	N/A	N/A	1		
Remote #503—Upper Duck Pond	Lithia Park	13	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165	1		
Remote #504—Shop Area	Lithia Park	5	\$ 3,474	N/A	N/A	N/A	\$ 1,649	N/A	N/A	N/A	1		
Remote #505—Office Area	Lithia Park	7	\$ 3,474	N/A	N/A	N/A	\$ 1,649	N/A	N/A	N/A	1		
Remote #506—Cotton Area	Lithia Park	11	\$ 3,474	N/A	N/A	N/A	\$ 1,649	N/A	N/A	N/A	1		
Remote # 507—Upper Park	Lithia Park	8	\$ 3,474	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165	1		
Remote #502—Perozzi / Bandshell	Lithia Park	13	\$ 3,802	N/A	N/A	N/A	\$ 1,649	N/A	N/A	N/A	1		
Remote # 501—Ice Rink / Parking Lot	Lithia Park	4	\$ 3,474	N/A	N/A	N/A	\$ 1,649	N/A	N/A	N/A	1		
Remote – Pump Start – Upper Duck Pond	Lithia Park	1	\$ 3,474	N/A	N/A	N/A	\$ 1,649	N/A	N/A	N/A	1		
Remote # 509—Old Shop	Lithia Park	7	\$ 3,474	N/A	N/A	N/A	\$ 1,649	N/A	N/A	N/A	1		
N Mtn Sports Fields I	North Mountain	35	\$ 4,458	\$ 2,454	\$ 3,017	\$ 150	\$ 2,419	\$ 1,979	\$ 6,049	\$ 165	1		
N Mtn Sports Fields II	North Mountain	44	\$ 5,443	\$ 2,454	\$ 3,017	\$ 150	\$ 2,419	\$ 1,979	\$ 6,049	\$ 165	1		
Calle Guanajuato—Remote #108—Line #10	Calle	16	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165		1	
Hunter Park—Line #1	Hunter Park	35	\$ 4,786	\$ 2,454	\$ 3,017	\$ 150	\$ 2,419	\$ 1,979	\$ 6,049	\$ 165		1	
Garfield Park—Line #1	Garfield Park	28	\$ 4,786	\$ 2,454	\$ 3,017	\$ 150	\$ 2,419	\$ 1,979	\$ 6,049	\$ 165		1	
Triangle Park—Remote #301—Line #2	Triangle Park	8	\$ 3,474	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165		1	
Glenwood Park—Remote #302—Line #3	Glenwood	12	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165		1	
Railroad Park—Remote #303—Line #4	Railroad Park	14	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165		1	
Clay Street Park—Remote #601—Line #2	Clay Street Park	10	\$ 3,474	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165			1
Sherwood Park—Remote #602—Line #3	Sherwood Park	10	\$ 3,474	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165			1
Garden Way Park—Remote #603—Line #4	Garden Way Park	11	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165			1
Scenic Park—Line # 1	Scenic Park	27	\$ 4,459	\$ 2,454	\$ 3,017	\$ 150	\$ 2,419	\$ 1,979	\$ 6,049	\$ 165			1
Dog Park—Remote #901—Line #2	Dog Park	16	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165			1
Ashland Creek Park Stand Alone	ACP	12	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165			1
Briscoe Back Field Stand Alone	Briscoe Park	5	\$ 3,474	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165			1
Kestrel	Kestrel Park	12	\$ 3,802	\$ 2,454	\$ 3,017	\$ 150	\$ 1,649	\$ 1,979	\$ 6,049	\$ 165			1
			\$ 105,278	\$ 46,618	\$ 57,317	\$ 2,850	\$ 49,910	\$ 37,599	\$ 114,929	\$ 3,135	13	6	8