



LA
5/12/2021

**ROSEBURG PARKS AND RECREATION COMMISSION AGENDA
WEDNESDAY, MAY 5, 2021
8:15 a.m. Regular Meeting**

Electronic Meeting

Public Access: www.Facebook.com/CityofRoseburg

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

I. CALL TO ORDER

II. ROLL CALL:

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

III. APPROVAL OF MINUTES

A. April 7, 2021

IV. DISCUSSION ITEMS

A. Recreational Trails Program Grant Application

AUDIENCE PARTICIPATION – Comments can be provided via email to the Commission at pwd@cityofroseburg.org or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg **prior to 12:00 pm on Tuesday, May 4, 2021**. Comments must include the person's name and address for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

V. INFORMATIONAL

A. Verbal Community Gardens Update – Blue Zones
B. Maintenance Report

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: June 2, 2021

VIII. ADJOURNMENT

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

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

**CITY OF ROSEBURG
PARKS AND RECREATION COMMISSION
APRIL 7, 2021**

MINUTES

CALL TO ORDER: The meeting of the City of Roseburg Parks and Recreation Commission was called to order at 8:15 a.m. Wednesday, April 7, 2021, electronically via Zoom in Roseburg Oregon.

ROLL CALL: Present: Chair Alison Eggers Commissioners Ryan Finlay, Diana Wales, Kyle Bailey, Marsha La Verne, Bob Grubbs, and Tobiah Mogavero

Absent: None

Attending Staff: City Manager Nikki Messenger, Public Works Director Brice Perkins, Parks and Recreation Program Manager Kris Ammerman, Construction and Design Manager Ryan Herinckx, Public Works Staff Assistant Kandi Leroue, and Department Technician Chanelle Rogers

- Chair Eggers introduced new commission member Tobiah Mogavero. Commissioner Mogavero gave brief update of his past work experience.

Others Present: None

APPROVAL OF MINUTES: Commissioner La Verne moved to approve the minutes of the January 6, 2021 Parks and Recreation Commission meeting. Motion was seconded by Commissioner Bailey and approved with the following vote: Chair Eggers, Commissioners Bailey, Wales, La Verne, Finlay, Grubbs and Mogavero voted yes. No one voted no.

DISCUSSION ITEMS:

Beulah Park Improvement – Bid Award Recommendation: Perkins informed City staff has completed the majority of the work that has been done at Beulah Park to date. The next portion of the project is the concrete work. It was bid as two schedules, this was to make sure if the bids were high the majority of the work would be completed. Three bids were received and came in good so will be able to do both schedules. The low bidder was Guido Construction Inc. at \$53,387.50. Perkins informed some of the project will also be funded from the Streetlight/Sidewalk fund.

MOTION: Commissioner Grubbs moved to recommend to the City Council to award Schedules A and B of the Beulah Park Improvement Project to the low bidder, Guido Construction, Inc. for \$53,387.50. Motion was seconded by Commissioner Wales and approved with the following vote: Chair Eggers, Commissioners Bailey, Wales, La Verne, Finlay, Grubbs and Mogavero voted yes. No one voted no.

Five-Year Capital Improvement Plan Update: Perkins informed staff has been updating the City's Five-Year Capital Improvement Plan (CIP). Perkins said the CIP is separated into several different funds, the Parks and Recreation Commission is responsible for advising on the Bike Trail, Park Improvement and Stewart Trust Funds. Perkins said the CIP is a little flexible especially in the parks funds due to grant opportunities. If a grant is received then could move projects up on the list. Perkins briefly went over the funds. He informed we did not receive the grant for the Deer Creek Trail Renovation so it will stay on the list of projects. Commissioner

Mogavero asked what the in-house labor meant, because he knows a lot of private investors that would be interested in helping build the trails without needing grant funding. Perkins said in-house labor is city staff doing the work and that is used as part of the match that is usually required on grants.

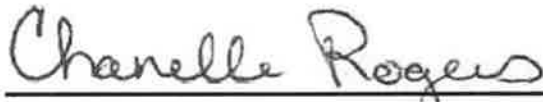
MOTION: Commissioner Grubbs moved to recommend to City Council the adoption of the Bike Trail, Parks Improvement, and Stewart Trust Fund components of the 2021-2026 Capital Improvement Plan. Motion was seconded by Commissioner Kyle and approved with the following vote: Chair Eggers, Commissioners Bailey, Wales, La Verne, Finlay, Grubbs and Mogavero voted yes. No one voted no.

AUDIENCE PARTICIPATION: None

INFORMATIONAL: None

BUSINESS FROM THE COMMISSION: Commissioner Wales wanted to give kudos for the many cooperative projects that have happened in various parks. Commissioner Wales also mentioned there would be a project near the butterfly garden at Stewart Park on Saturday, April 10th. Ammerman thanked the many volunteers and community support that help with some of the smaller projects, it is helpful for the City staff.

ADJOURNMENT: Meeting adjourned at 8:39 a.m.



Chanelle Rogers, Public Works Department Technician

**CITY OF ROSEBURG
MEMORANDUM**



DATE: May 5th, 2021

TO: Parks & Recreation Commission

FROM: Kris W. Ammerman, Parks & Recreation Program Manager

SUBJECT: Recreational Trails Program Grant Application

ISSUE STATEMENT AND SUMMARY

The Oregon Parks and Recreation Department oversees the annual Recreational Trails Program (RTP), which awards grant funding throughout the state. Staff plans to prepare and submit a grant application to the RTP program. The issue for Commission is whether to forward a recommendation to City Council for staff to apply for a Recreational Trails Program Grant.

BACKGROUND/ANALYSIS

Our 2020 attempt at this grant was unsuccessful. RTP is always very competitive, perhaps even more so last year with reduced funding and the even greater need for recreational trails brought on by the global pandemic.

The proposed project will include the creation of a small but attractive family friendly hiking, trail running, and mountain biking destination at Sunshine Park within the City of Roseburg. Sunshine Park consists of approximately 93 acres of land, about 50 of which is currently undeveloped. The proposal consists of three different trail types providing something for everyone. An extension of the existing Universal Access trail will provide a trail experience that complies with the ADA, capable of handling wheelchair use, minimum 5' tread widths, and average overall grades of 5% or less. The addition of Cross Country trails will provide a more classic trail experience. And finally, Flow Style Contour trails will provide a more bike and trail running optimized experience which consists of frequent grade reversals, in sloped turns, faster speeds, and slightly steeper overall trail grades.

A concept map is included to identify the location and scope of the potential project.

FINANCIAL/RESOURCE ISSUES

New to the RTP program this year is a maximum grant award of \$150,000. Last year we applied for \$184,574.21. Staff anticipates the bulk of the difference will be made up with volunteer labor as local trail groups have already committed to supporting the project. Preliminary cost estimate for this project is \$230,717.81 with a minimum 20% match of \$46,143.56 coming from a combination of volunteer labor and the Bike Trail Fund.

TIMING ISSUES

The application must be submitted by June 15, 2021. Staff intends to forward the Commission's recommendation to the May 24th Council meeting.

STAFF RECOMMENDATION

Staff recommends the Commission forward a recommendation to City Council to adopt the attached Resolution supporting the grant application.

SUGGESTED MOTION

I move to recommend to City Council the adoption of the Resolution in support of the grant application seeking RTP funding.

ATTACHMENTS Resolution
 Concept Map

RESOLUTION NO. 2021-

A RESOLUTION AUTHORIZING AND SUPPORTING APPLICATION FOR AN OREGON PARKS AND RECREATION DEPARTMENT RECREATIONAL TRAILS PROGRAM GRANT

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for grants through the Recreational Trails Program for projects that enhance recreational trail opportunities; and

WHEREAS, the adopted City of Roseburg Parks Master Plan indicates the need to develop a trail system at Sunshine Park; and

WHEREAS, the Oregon State Parks and Recreation Department is accepting applications for the Recreational Trails Grant Program; and

WHEREAS, the City of Roseburg desires to participate in this grant program to the greatest extent possible; and

WHEREAS, on May 5th, 2021 the Parks and Recreation Commission recommended proceeding with a grant application to develop a trail system at Sunshine Park; and

WHEREAS, the City hereby certifies that the matching share for this application is available at this time; and

WHEREAS, the City is committed to the future maintenance of trail systems located within City parks,

IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG, that:

Section 1. Authorization is granted to apply for a Recreational Trails Program Grant for the development of a trail system at Sunshine Park.

Section 2. This Resolution shall become effective immediately upon its adoption by the City Council.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS
REGULAR MEETING ON THE 24th DAY OF MAY, 2021.**

Amy L. Sowa, City Recorder

RESOLUTION NO. 2021-



SUNSHINE PARK MOUNTAIN BIKE TRAILS CONCEPT

-  Beginner MTB
-  Intermediate Flow Trail
-  Existing Multi Use Trail
-  Hub Locations
-  Parking / Trailheads
-  Puncheon/Armor Location
-  City Property Boundary
-  Bike Skills Area



PTARMIGAN PTRAILS
CONSULT :: DESIGN :: BUILD



Park Maintenance Report – March/April

Spring has sprung and *WOW* haven't the days been gorgeous! It's always a joy to see families out biking, people walking, kids playing on the playground and sports teams using the fields. With the early warm weather we have been busy. We hope you enjoy spending your free time in our parks system and we look forward to seeing you out there!!

Here is a few of the things we have been working on:

- New information Kiosk at the butterfly garden
- Partnered with the Audubon Society to install new Osprey pole signage
- Installing River Pumps for Irrigation
- Vandalism repair
- Graffiti removal
- Volunteer litter cleanup and beatification events – Thank you!
- Irrigation repairs
- Equipment Maintenance
- Painting
- Pressure washing

