

**CITY OF ROSEBURG
PARKS AND RECREATION COMMISSION
AUGUST 7, 2019**

MINUTES

CALL TO ORDER: Chair Alison Eggers called the meeting of the City of Roseburg Parks and Recreation Commission to order at 8:26 a.m. Wednesday, August 7, 2019, in the Third Floor Conference Room at City Hall.

ROLL CALL: Present: Chair Alison Eggers, Commissioners Bob Grubbs, Marsha La Verne, and Leila Heislein (arrived 8:24)

Absent: Diana Wales and Kyle Bailey

Attending Staff: City Manager Pro-Tem / Public Works Director Nikki Messenger, and Department Technician Chanelle Rogers

Others Present: Blue Zones Project Representatives Kirk Blaine and Jess Hand. Laurelwood Neighborhood Residents

APPROVAL OF MINUTES: Commissioner La Verne moved to approve the minutes of the July 10, 2019 Parks and Recreation Commission meeting. Motion was seconded by Commissioner Grubbs and approved with the following vote: Chair Eggers and Commissioners Grubbs, La Verne, and Heislein voted yes. No one voted no.

DISCUSSION ITEMS:

Shade Policy Proposal: Messenger informed that staff has been working with Blue Zones Project Umpqua to make the City safer and healthier, which has resulted in a proposed shade policy. Messenger stated that if the shade policy is adopted it would encourage staff to consider provisions for shade (both natural and artificial) in all capital improvements on public property, with an emphasis being on children's play areas. It would also strengthen the City's position when applying for certain grant funding opportunities. Commissioner Grubbs asked if the policy was adopted would shade be required or just to consider including shade options. Messenger replied that it is not required but would help when applying for grants. It was asked if the shade structure would be taken down during the winter. Messenger said it would depend on what type is put in.

MOTION: Commissioner Grubbs moved to recommend to City Council adopt the proposed Shade Policy. The motion was seconded by Commissioner La Verne and approved with the following vote: Chair Eggers and Commissioners Grubbs, La Verne, and Heislein voted yes. No one voted no.

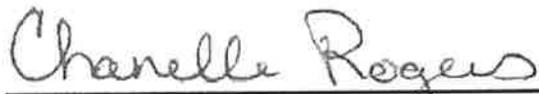
AUDIENCE PARTICIPATION: Residents from the Laurelwood Neighborhood were present and inquired about the multi-use path marking they had suggested at a previous meeting. Messenger informed that Kris Ammerman in Parks and Ricky Hoffman in Planning are working on it. They also asked about the status of the request that was made by the other group for additional sharps containers and portable toilets. Messenger stated the commission had previously approved placing additional sharps containers and staff is waiting for the other group to provide additional information on the portable toilets. Discussion ensued.

Jess from Blue Zones informed that the community garden at the Senior Center is almost through the site review process and should be starting in the fall. A local boy scout has taken the project on.

INFORMATIONAL: None

BUSINESS FROM THE COMMISSION: None

ADJOURNMENT: Meeting adjourned at 8:44 a.m.

A handwritten signature in cursive script that reads "Chanelle Rogers". The signature is written in black ink and is positioned above a horizontal line.

Chanelle Rogers, Public Works Department Technician



**CITY OF ROSEBURG
MEMORANDUM**



DATE: September 4, 2019
TO: Parks & Recreation Commission
FROM: Kris W. Ammerman, Parks & Recreation Program Manager
SUBJECT: **Park Capital Improvement Priorities**

ISSUE STATEMENT AND SUMMARY

It has been 11 years since the 2008 Parks Master Plan was drafted and adopted. The master plan included many ambitious Priority 1 capital improvement projects. Of those high priority projects, approximately 16 have either been completed or are currently in progress. The issue for the Commission is to prioritize the remaining high priority projects.

BACKGROUND / ANALYSIS

The Parks Division has a limited budget when it comes to capital improvements. Consequently, we must be strategic with those funds and look to outside agencies and partners to make those dollars go as far as possible. Over the years, the City of Roseburg has developed a strong alliance with the Oregon Parks & Recreation Department, whom we have collaborated with on almost all of our grant-funded projects. With that in mind, staff has put together a list of remaining Priority 1 projects that would have a strong likelihood of being funded through one of OPRD's grant programs. Additionally, these programs are highly competitive and it is becoming increasingly evident that there is a direct correlation between a high level of public support and a successful project. In other words, the further out we can plan a project and allow for public input the more likely we are to secure the necessary funding and ensure delivery of a project that has strong local support.

For reference, the master plan can be found at the following link:

[http://www.cityofroseburg.org/files/4813/1370/5250/Comprehensive Parks Master Plan Adopted 2008.pdf](http://www.cityofroseburg.org/files/4813/1370/5250/Comprehensive_Parks_Master_Plan_Adopted_2008.pdf)

Remaining Priority 1 projects include the following:

Brown Park:	Expand Park Upgrade Playground
Charles Gardiner Park:	Develop interpretive signage

Deer Creek Park:	Develop site master plan Accessibility improvements Develop picnic area Develop play area
Fir Grove Park:	Develop group picnic area Shade structures
Gaddis Park:	Enhance access points Enhance lighting and security Develop large covered playground Upgrade/enlarge group picnic area
Riverfront Park:	Add picnic tables and benches Improve parking
Stewart Park Natural Area:	Trail improvements Improve signage
Skate Park:	Develop spectator facilities Shade structures
Sunshine Park:	Develop trail system Natural area improvements Field lighting
Multi-use Path:	Install signage (currently in wayfinding project) Accessible river viewpoints Develop more river access points Additional seating/tables

In addition to the projects listed above, the master plan recommends considering additional outdoor facilities, specifically basketball courts, volleyball courts, multi-use fields among others. Staff has also been approached recently regarding the potential for a pump track, which is a newer type of bicycle facility that has become extremely popular, but did not really exist at the time the master plan was adopted.

FINANCIAL CONSIDERATIONS

Capital projects within the Parks system are generally funded via the Park Improvement Fund. The major revenues for this fund are grants, system development charges, and an annual contribution from the City's General Fund. The current cash balance in the Park Improvement Fund is \$333,464. That total is expected to drop to around \$290,000 by the end of this fiscal year as funds are utilized to match the grant to improve Beulah Park.

The secondary funding source that is often used is the Stewart Park Trust Fund. These funds can only be used for projects located within Stewart Park (including the Fir Grove section). The balance in this fund is \$102,317. This fund can be used by the City and by American Legion Baseball for improvements to their facilities.

For the OPRD Local Government Grant Program, the City's current match requirement is 40 percent. Once the City's population exceeds 25,000 (currently 24,820), that will rise to 50 percent. The Land & Water Conservation Fund grants currently require a 50 percent match. The City has utilized other granting agencies such as the Ford Family Foundation and Cow Creek Foundation to assist in project funding in the past. Matches for these grants vary based on the program.

TIMING ISSUES

There is no immediate timing issue. Staff is requesting input and feedback from the Commission at this time to better prepare for future grant cycles and funding opportunities. It is staff's intent to take the Commission's recommendations and include them in the next update of the City's Five Year Capital Improvement Program, which is scheduled to be updated later this fall/winter.

STAFF RECOMMENDATION

The right project at the right time is always going to depend on the amount and type of funding available. Staff's opinion of the current highest priority project are as follows:

1. Sunshine Park: Develop the trail system (including mountain bike trails). There is a considerable amount of acreage at Sunshine Park that is not part of the baseball and softball fields. Staff would like to pursue designing a trailhead and staging area off Temple Brown Road and trails connecting this section to the main section of the park and parking area. This may include a pump track.
2. Brown Park: Expand the park and upgrade the playground. This project would include purchasing the parcel immediately south of the existing park in order to expand and improve the facility.
3. Fir Grove Park: Install shade structures.

SUGGESTED MOTION

Once the Commission has reached consensus on priorities, it would be appropriate to make the following motion:

I move to direct staff to include the following projects in the next Five Year Capital Improvement Plan update:

ATTACHMENTS

Map showing Sunshine Park boundaries
Example of a Pump Track



Sunshine Park

SUNSHINE RD

DIAMOND LAKE BLVD

TEMPLE BROWN RD

NORTH LUMPOLA HWY

BUCKY FORD RD

DIAMOND PLAZA



1 inch = 400 feet

EXAMPLES OF A PUMP TRACKS

GOLDEN EAGLE PUMP TRACK, HOOD RIVER OREGON



GEER PARK, SALEM OREGON



PHIL'S EASY PUMP TRACK, BEND OREGON

