



ROSEBURG PARKS AND RECREATION COMMISSION AGENDA
WEDNESDAY, JUNE 18, 2025
8:15 a.m. Regular Meeting

✓
6-13-2025

In Person at City Hall Third Floor Conference Room
Public Access: [www.Facebook.com/CityofRoseburg](https://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.

DATE CHANGE

I. CALL TO ORDER

II. ROLL CALL:

<u>Chair:</u>	Ruth Smith		
<u>Commissioners:</u>	Kyle Bailey	Ryan Finlay	Diana Wales
	Bob Grubbs	Vacant	Tobiah Mogavero

III. APPROVAL OF MINUTES

A. April 16, 2025

IV. DISCUSSION ITEMS

A. **Douglas County Baseball Association's Proposal for Year-Round Beer Sales at DCBA Events**

AUDIENCE PARTICIPATION – At this time, anyone wishing to address the Commission concerning items of interest not included in the agenda may do so. The person addressing the Commission shall, when recognized, give his/her name for the record. All remarks shall be directed to the whole Commission. Comments also 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, June 17, 2025**. 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. **Project Updates**

VI. BUSINESS FROM THE COMMISSION

VII. NEXT MEETING DATE: July 2, 2025

VIII. ADJOURNMENT

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

Please contact the Office of the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act. TDD users please call Oregon Telecommunications Relay Service at 800-735-2900.

**CITY OF ROSEBURG
PARKS AND RECREATION COMMISSION
APRIL 16, 2025**

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 16, 2025, in the Third Floor Conference Room at City Hall, Roseburg, Oregon.

ROLL CALL: Present: Chair Ruth Smith, Commissioners Kyle Bailey, Ryan Finlay, Bob Grubbs, Diana Wales, and Tobiah Mogavero

Absent:

Attending Staff: City Manager Nikki Messenger, Public Works Director Ryan Herinckx, Parks and Recreation Program Manager Val Ligon, City Civil Engineer Jesten Brenner, and Department Technician Chanelle Rogers

Others Present: Jessica Hand with Thrive Umpqua

APPROVAL OF MINUTES: Commissioner Grubbs moved to approve the minutes of the February 16, 2025 Parks and Recreation Commission meeting. Motion was seconded by Commissioner Finlay and approved with the following vote: Chair Smith, Commissioners Bailey, Finlay, Grubbs, and Mogavero voted yes. No one voted no.

DISCUSSION ITEMS:

Stewart Park Tennis & Pickleball Courts Bid Award Recommendation – Project No. 23GR23: Herinckx informed that in February 2023 the City Council adopted Resolution authorizing and supporting the application for an Oregon Parks and Recreation Department Local Government Grant Program for the Stewart Park Tennis and Pickleball Courts project. In April 2023, staff applied for and received grant funding for this project and the Notice to Proceed was issued in November 2023. Herinckx explained that the project would consist of removing the existing 11 outdoor tennis courts and installing 8 new tennis courts and 10 pickleball courts with fencing, lighting, and seating. The project was put out to bid in February 2024 and four bids were received with JRT Construction being the low bidder at \$2,360,310.00. Herinckx stated that there is \$1.3 million for this project in the FY 2024-25 Park Improvement Fund and approximately \$2,524,895 in funding has been identified for this project, utilizing a combination of sources. Herinckx mentioned that the Umpqua Valley Tennis Association through fund raising contributed \$1,091,895 which shows there is a lot of community support for this project. Herinckx informed the grant requires the project to be completed by the end of 2025 so would start the project right after the high school season is done using the courts. Commissioner Mogavero questioned if there was another flood event like recently happened how would the courts be impacted. Herinckx replied that during the recent storm this area was not flooded, and the new courts will be in same location and elevation so there shouldn't be an issue. Staff mentioned that the Tennis Center already has multiple tournaments for both tennis and pickleball scheduled for next year. Chair Smith asked who does the maintenance for the courts. Ligon stated the Umpqua Valley Tennis Center has an agreement with the City for the use of the facilities and they also maintain them. Discussion ensued regarding the proposed sidewalk work. Commissioner Mogavero inquired if the entire facility would be shut down during

construction. Herinckx said that the outside court area would be closed but the indoor courts will still be available.

MOTION: Commissioner Grubbs moved to recommend to the City Council the award of the Stewart Park Tennis & Pickleball Courts project to JRT Construction for \$2,360,310. Motion was seconded by Commissioner Bailey and approved with the following vote: Chair Smith, Commissioners Bailey, Finlay, Wales, Mogavero, and Grubbs voted yes. No one voted no.

AUDIENCE PARTICIPATION: None

INFORMATIONAL:


Umpqua Health Alliance – Community Health Improvement Plan: Ligon informed Thrive Umpqua had approached City staff and other community stakeholders with a request to collaboratively brainstorm and identify potential projects within our parks that would positively impact the health and well-being of Douglas County. Ligon introduced Jessica Hand from Thrive Umpqua that was present to talk about project ideas and information about Umpqua Health Alliance's Community Health Improvement Plan (CHIP) and the funding opportunities they offer. Hand informed the commission of the projects that the community group decided on and that they had submitted the grant application to Umpqua Health Alliance and should hear in May if they received it.

Project Updates: Staff provided updates on current Park projects. Commissioner Mogavero questioned if the issues with the project at Sunshine Park. Staff replied yes they have been resolved. Chair Smith informed Counciler Michalek would like to see if a disc golf course could be added at Sunshine Park. Herinckx stated that would need to be a bigger discussion as it isn't part of the current plan. Commissioner Finlay asked if the pump track made it into the design. Herinckx stated that it is part of phase 2.

BUSINESS FROM THE COMMISSION: Commissioner Grubbs asked what the work was that was happening at the softball fields at Stewart Park. Herinckx replied the user groups there are updating the dugouts and adding secure storage. Chair Smith informed that she received a letter from a citizen suggesting the city purchase the land that is between Oak, Stephens, Washington and Pine and turn it into a park as a memorial for the Blast. Herinckx stated the current property owner has submitted plans for developing that lot. Discussion ensued regarding the Parks Master Plan, staff informed the current one is from 2008 and will be updated in coming years.

NEXT MEETING DATE: May 7, 2025

ADJOURNMENT: Meeting adjourned at 9:21 a.m.

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

Chanelle Rogers, Public Works Department Technician



CITY OF ROSEBURG MEMORANDUM



DATE: June 18, 2025

TO: Parks & Recreation Commission

FROM: Velorie Ligon, Parks & Recreation Program Manager

VIA: Ryan Herinckx, Public Works Director

SUBJECT: Douglas County Baseball Association's Proposal for Year-Round Beer Sales at DCBA Events

ISSUE STATEMENT AND SUMMARY

Douglas County Baseball Association (DCBA) has requested that the City of Roseburg grant permission to sell beer year-round at games held at city-owned Legion Field (Champion Carwash Field), which is managed by DCBA.

BACKGROUND/ANALYSIS

The City owns all of the facilities within Stewart Park, including the American Legion Baseball complex aka Bill Gray Stadium and Champion Carwash Field. The City has had a long-standing relationship with the Roseburg American Legion Baseball Commission (Legion). Legion has requested the assignment of their agreements (Legion Field Management and Operation Agreement and Legion Field Turf Construction License Agreement) to DCBA. DCBA was founded in late 2024 following a request from Legion to take over management. Staff is currently awaiting the IRS's review of DCBA's 501c3 application packet. Once Federal approval is completed, the Assignment can be finalized.

DCBA applied for two Community Event Applications with alcoholic beverages being served. These events were held at Legion Field on Monday, June 9th and Sunday, June 15th. The event on June 9th was a game between the Medford Rogues and the Springfield Drifters, both are collegiate wood-bat baseball teams in the West Coast Leage (WCL). The game on Sunday, June 15th was an annual game where American Legion baseball alumni play the Docs. On the June 15h permit, it was noted that it is DCBA's intent to submit a request to Parks Commission for consideration of long-term approval to serve alcohol at Legion Field.

DCBA has proposed the following risk mitigation measures, see attached proposal.

1. All staff involved in beer sales will hold a valid OLCC service permit.
2. Only staff aged 21 and over will be permitted to sell beer.
3. ID checks will be mandatory for all patrons purchasing beer.
4. Service will be limited to three servings per game.
5. No sales will be made to anyone appearing intoxicated.
6. Wristbands will be used to identify those of legal drinking age and to track number of drinks purchased.

7. A section of the stadium will be set aside as a non-alcohol zone.
8. No outside alcohol will be permitted on premises.
9. Sales will cease after the 7th inning of the last game played that day.
10. No alcohol marketing or sales will target youth or be conducted in youth areas.

Currently consuming alcohol is prohibited in City parks. Ordinance 7.02.030 Drinking in Public states: Unless otherwise authorized under this Section, no person shall consume alcoholic beverages or possess an open alcoholic beverage container in or on a public way, public property or private property open to the general public, unless such premises or location is licensed by the Oregon Liquor Control Commission (OLCC), or a special event or temporary sales license has been issued pursuant to this Section and the appropriate fee as established by Council resolution has been paid.

The following was extracted from Oregon School Activities Association (OSAA) website:

The OSAA has a clear stance on alcoholic beverages at their events and activities:

General Rule:

- OSAA activities' sites are generally tobacco, alcohol, cannabis, and illegal drug free during OSAA events.
- All persons in attendance are expected to refrain from using such substances at all OSAA activities.
- Being under the influence of alcohol or illegal drugs at event facilities is prohibited.

Specific Regulations:

- Athletic officials, judges, and commissioners are prohibited from using or being under the influence of alcoholic beverages at interscholastic events.
- Regarding health and nutrition, the OSAA notes that alcoholic beverages should be avoided by those engaged in activities requiring attention, skill, or coordination, such as driving or operating machinery.
- Excessive alcohol consumption can be harmful to health, and responsible drinking in moderation is emphasized.
- Beverages containing alcohol are not recommended during exercise due to the dehydration risk.

In summary, the OSAA prohibits the use and influence of alcohol and other controlled substances at their events and activities for all attendees, including athletes, coaches, officials, and spectators.

Staff will have additional information on how alcohol is handled at other leased venues within the parks.

FINANCIAL/RESOURCE ISSUES

No financial or resource impacts are expected for the City.

TIMING ISSUES

DCBA is requesting review of their proposal as soon as practical.

COMMISSION OPTIONS

1. Recommend the City Council authorize staff to amend the Legion Field Management and Operation Agreement to allow for the DCBA's proposal for year-round beer sales at DCBA events; or
2. Provide staff with recommendations for amending the agreement and bring back to commission for approval, or
3. Request additional information; or
4. Recommend that City Council reject the DCBA's request to amend the Operation Agreement to allow for year-round beer sales at DCBA events.

STAFF RECOMMENDATION

Staff is seeking input from the commission on whether or not to move forward with an amendment to the current agreement, allowing sales of beer at Legion Field.

SUGGESTED MOTION

None.

ATTACHMENTS

DCBA Proposal for Year-Round Beer Sales at DCBA events



Proposal: Year-Round Beer Sales at Douglas County Baseball Association Events

The Douglas County Baseball Association was founded in late 2024 following a request from Legion Baseball to take over management of the Douglas County Baseball program and management of Champion Carwash Field. Since then, the organization has invested in improvements at the Field and the business model to ensure a strong future for this important aspect of youth sports in Douglas County. The board, staff, and volunteers of DCBA would like to thank Roseburg City staff for their support and help during this time. The organization is committed to supporting youth sports and the development of young people in a program that puts equal emphasis on character development and athletic excellence.

DCBA respectfully requests that the City of Roseburg grant permission to sell beer year-round at games held at the city-owned baseball field managed by DCBA. This proposal outlines the imperative nature of beer sales to DCBA's business model as a small non-profit, the benefits to the community, and the robust risk mitigation plan to ensure responsible and safe operations.

Why Beer Sales Are Imperative to DCBA's Business Model

1. Essential Revenue for Facility Upgrades and Maintenance

- The field managed by DCBA requires significant upgrades and ongoing maintenance, which are costly and cannot be sustained by registration fees, gates fees, or modest concessions alone. Many community sports organizations depend on alcohol sales as a critical revenue stream to fund field upkeep, equipment, and facility improvements. Well monitored and modest beer sales at the field will ensure that the city will not need to use public funds to address capital improvement needs at the field.

- Beer sales can constitute a substantial portion of total concession revenue—up to 55% in some venues—providing a reliable, recurring source of funds for non-profit sports organizations.

- As a non-profit serving all of Douglas County's youth baseball, DCBA's ability to generate additional revenue through beer sales directly supports its mission to provide safe, high-quality facilities and programming for local families.

2. Enhanced Fan and Community Experience

- Offering beer at games aligns with the expectations of many adult fans and community members, making events more appealing and increasing attendance and engagement.
- The availability of beer can encourage spectators to spend more time at the field, supporting local vendors and fostering a sense of community, which is vital for membership retention and volunteer participation.

3. Keeping DCBA Competitive and Sustainable

- In a landscape where entertainment options compete for community attention, providing amenities like beer sales helps DCBA remain competitive with other venues and events, ensuring long-term sustainability.
- Revenue from beer sales can be reinvested into scholarships, equipment, and expanded programming, directly benefiting local youth and families. An important aspect of DCBA's mission is to ensure all youth, regardless of background or economic ability, are able to participate in the program. These funds will ensure that scholarships and support is available to all athletes.

Risk Mitigation and Responsible Service Plan

DCBA is committed to upholding the highest standards of safety and responsibility in all alcohol sales. The following measures will be implemented:

1. Staff Training and Certification

- All staff and volunteers involved in beer sales will hold a valid OLCC Alcohol Service Permit, ensuring they can identify intoxicated patrons, check IDs, and intervene appropriately.
- Only staff aged 21 and over will be permitted to serve alcohol.

2. Strict ID Checks and Service Controls

- ID checks will be mandatory for all patrons purchasing beer, regardless of apparent age.
- Beer will only be sold to individuals 21 and older.
- Service will be limited to three servings per game, and no sales will be made to anyone appearing intoxicated.

- Wristbands will be used to identify those of legal drinking age and to track the number of drinks purchased.

3. Controlled Service Areas and Hours

- A section of the Stadium will be set aside for a non-alcohol zone.
- No outside alcohol will be permitted on the premises, making it easier to monitor and control consumption.
- Beer sales will cease at the end of the 7th inning of the last game played (e.g., in a doubleheader, sales end after the 7th inning of game two).

4. Security and Incident Response

- Incident reports will be documented, and any violations will be addressed promptly in collaboration with local law enforcement and city officials.

5. Community and Youth Protection

- No alcohol marketing or sales will target youth or be conducted in youth areas.
- Alcohol-free events and family-focused activities will continue to be a core part of DCBA's programming, ensuring inclusivity for all community members.

Community Benefits and Precedents

- Research shows that controlled, in-venue beer sales can reduce pre-event binge drinking, lower alcohol-related incidents, and improve overall event safety compared to unregulated consumption outside the venue.
- Many municipalities and community venues have successfully implemented similar policies, resulting in increased revenue, improved fan experience, and decreased alcohol-related issues.

Conclusion

Granting DCBA permission to sell beer year-round is vital for the financial health of the association and the continued improvement of the city-owned field. With a robust risk management plan and a commitment to responsible service, DCBA can safely provide this amenity, generating essential revenue for maintenance and upgrades while enhancing the community experience. DCBA looks forward to partnering with the City of Roseburg to ensure the long-term success of youth baseball in Douglas County.

June 10, 2025



CITY OF ROSEBURG MEMORANDUM



DATE: June 18, 2025

TO: Parks & Recreation Commission

FROM: Velorie Ligon, Parks & Recreation Program Manager

VIA: Ryan Herinckx, Public Works Director

SUBJECT: **Project Updates**

The following is a brief status update of current Parks projects.

Brown Park

On February 24, 2025, Council authorized the purchase of playground equipment and surfacing material for the Brown Park Expansion Project. Playground equipment and surface material will be delivered in late summer. Construction is expected to start in late summer / early fall. Project completion is expected by the end of the year.

Eagles Park - Park Donation

Thrive Umpqua and the Built Environment Committee approached City Staff to discuss making some improvements in the downtown area. Eagles Park was identified as an area to concentrate on as it was felt to be underutilized and had potential to become a much-needed community gathering space. The owners of Stone Age Concrete Games, a local company, donated a concrete ping-pong table and concrete cornhole boards, which were delivered and set up in late May.

Fir Grove Soccer Field Turf Project

Field size, layout and site grading have been determined. Fir Grove is located within the floodway of the South Umpqua River. The consultant is currently reviewing the grading plan and hydraulic modeling to confirm a "No-Rise certification" using FEMA guidelines. An Archaeological Survey has been requested since the project will likely be funded with state grants and may require a FEMA floodplain development permit. Staff is anticipating submitting a grant application with Oregon Parks and Recreation Department in Spring of 2026 for partial project funding.

Legion Field Assignment to Douglas County Softball Association

Council approved the Assignment of the Legion Field Management and Operation Agreement and the Legion Field Turf License Agreement to Douglas County Baseball Association (DCBA). Staff is currently awaiting the IRS's review of DCBA's 501c3 application packet. Once Federal approval is completed, the Assignment can be finalized.

Stewart Park Tennis and Pickleball Project - Construction has Begun

Currently the outdoor tennis and pickleball courts are closed as construction has begun. City staff and Umpqua Valley Tennis Center's Directors worked with i.e. engineering to finalize the design. The project went out to bid and the contract was awarded to JRT Construction of Oakland. Demolition of the outdoor facility has begun, and the project is expected to be completed in October 2025.

Sunshine Trails

The entire park is now completely within the City's jurisdiction. On March 19, 2025, the Douglas County Commissioners held a public hearing and approved Co-Adoption of the Amendments (Annexing Property, Amending the Comprehensive Plan Map, Amending the City Zoning Map and Amending the Urban Growth Management Agreement (UGMA). There were no appeals during the 21-day appeal period which ended on Wednesday, April 9, 2025. Once we receive the Notice to Proceed, staff will work on finalizing design.

UACT Renovation Project

UACT submitted preliminary site plans for a pre-application meeting held on May 14, 2025. UACT has received City review comments from and is currently working on furthering the renovation design.

Umpqua Health Alliance – Community Health Improvement Plan (CHIP)

At the April commission meeting, Jess from Thrive Umpqua presented information about Umpqua Health Alliance's Community Health Improvement Plan (CHIP), and the funding opportunities they offer. Jess informed commission that community stakeholders came together and brainstormed potential projects in our parks that would positively impact the health and well-being of Douglas County. We were just informed that our Parks Improvement Application has been awarded a \$110,000 CHIP grant. This grant will provide match funding for the Stewart Park Master Plan process, support Fir Grove Field Development through an archaeology study, install a drinking fountain near the skate park and restoration of the Stewart Park Natural Area.