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Grant Application for

# **Prescott Park Trails & Trailhead Development**

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# Contact

**Sponsor Name:**

City of Medford Parks and Recreation Department

**First Name:**

Angela

**Last Name:**

Durant

**Title:**

Grant Technician

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93-6002207

# Project

## PROJECT INFORMATION:

**Project Name:**

Prescott Park Trails & Trailhead Development

**Funds Requested:**

\$75,000.00

**Matching Funds:**

\$150,064.50

**Total Cost:**

\$225,064.50

**Brief Project Description:**

The Prescott Park Trails and Trailhead Development Project consists of four phases as per the City of Medford's 2008 Prescott Park Management Plan. The scope of this application covers phase one which includes restoration of 5,769 linear feet of existing trails, construction of 33,258 linear feet of new trails and implementation of Roxy Ann Trailhead facilities. Natural surface trails will provide varying levels of difficulty to non-motorized users for biking, hiking and horseback riding. The City of Medford Parks and Recreation Department (MPRD) will be working in partnership with Rogue Valley Mountain Bicycling Association (RVMBA) to raise funds, carry out project completion and implement a long-term community awareness and maintenance plan. The International Mountain Biking Association (IMBA) has conducted a complete assessment and presented constraints, opportunities, guidelines and recommendations through the 2013 Prescott Park Conceptual Trail Plan. MPRD has adopted IMBA standards and will be enlisting a professional trail builder for the design and construction of trails to ensure standards are met. MPRD is requesting \$75,000 from the Oregon Recreational Trails Program which would be combined with the \$150,064.50 raised through MPRD's cash allocation, volunteer labor and donated equipment. Total cost of phase one is budgeted at \$225,064.50.

**Select the eligibility category that most closely describes the type of project proposed::**

Construction of new recreational trails

## SITE INFORMATION:

**Site Name:**

Prescott Park

**Site Town - City:**

Medford

**Site County:**

Jackson

**Land Control:**

Fee Simple

**Site Acreage:**

1740.00

**Site Description:**

USGS Quad 37, Township 1W, Range 14, Lot 100

**Latitude:**

42.352867214050690

**Longitude:**

-122.793974876403810

**PROJECT TIMELINE:**

**If the project is awarded in January/February of 2015 what is your anticipated::**

**Start Date:**

February 16, 2015

**End Date:**

December 18, 2015

**ENVIRONMENTAL:**

**Is the project located on Federal Land?:**

No

**If the project is not on Federal Lands, please consult with the Natural Resource Agencies and attach the RTP environmental screening form.:**

**If the project is on Federal Lands, is it considered EXEMPT from NEPA because of the following reason::**

**If the project is NOT EXEMPT from NEPA please attach the FONSI or Decision memo.:**

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# Finance

**What percent of your total project costs are considered engineering, environmental evaluation or permits? (maximum allowed is 15%):**

8.90

**Federal Land Managers - 5% of your total project cost must be non-federal:**

**What percent of the project comes from non-federal funding?:**

66.70

**Please list the source of this non-federal match (such as volunteer labor, state grants, donated cash)::**

Allocated Cash: City of Medford - \$100,000

Volunteer Labor: CSA Planning, Ltd. - 50 hours @ \$150/hour = \$7,500

Volunteer Labor: RVMBA - 5,769.313897 LF existing trails, 146.50 hours @ \$22.55/hour = \$3,303

Volunteer Labor: RVMBA - 2,670.029696 LF new traditional trails, 89.335 hours @ \$22.55/hour = \$2,014.50

Volunteer Labor: RVMBA - 30,588.99785 LF new flow trails, 1,373.70 hours @ \$22.55/hour = \$30,977

Donated Signage: RVMBA - \$3,000 value

Donated Equipment: Peterson CAT Rental - \$3,750 rental value

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# Supplemental

## PROJECT NARRATIVE (page 13):

### **Describe all elements of the project, project objectives and the need for assistance in one (1) page or less.:**

Prescott Park Trails and Trailhead Development; Phase One, consists of six elements. The first element includes engineering, environmental evaluations and permits which has been budgeted at 8.9% of the total project cost. The remaining elements include restoration of 5,769 linear feet of existing trails; 9.0%, construction of 33,258 linear feet of new trails; 73.3%, implementation of new trailhead facilities; 5.5%, and signage; 3.3%. A breakdown of each element's cost, secured match and funding request is provided on the budget worksheet.

Trail segment construction will require more detailed site inspection and trail design. The trail system design will comply with IMBA standards in order to ensure construction responds to specific site conditions. Professional engineering, close adherence to environmental regulations and permitting will be ongoing elements.

Restoration of existing trails will include increasing the radius and grade reversals of Ponderosa Trail and adjusting the radius and grade of specific segments of Manzanita Trail.

New construction will consist of 6.30 miles of varying traditional and flow trails available to bikers, hikers and horseback riders. Within this multi-use loop, IMBA has rated 1.68 miles as easy, 3.37 miles more difficult and 1.25 miles very difficult. Trails will be designed within IMBA recommended width, clearing and grade. Please refer to question #7 for more design detail.

Trailhead facilities will be moved up Roxy Ann Road approximately 4,255 ft. creating a safer access point. A gravel parking area approximately 9,740 sq. ft. will be installed in addition to a concrete slab for portable restrooms. A new kiosk will educate users of park rules, etiquette, mapping and difficulty levels. Trail markers will provide directional signage through the system and additional etiquette education.

MPRD was fortunate to receive \$7,952 from the Recreational Trails Program in 2010 under RT10-003 for Prescott Park trail and trailhead reconstruction. This funding was essential to successfully linking all 15 elements of the Prescott Park Challenge Course. Restoration and construction of trails under the 2014 RTP grant application will allow for further development of the trail system and will not include any additional work to the trail segments funded under RT10-003. Please see the attached map; Prescott Park 2014 RTP Trails Specification Map, for an accurate illustration.

An increase in access and public enjoyment of Prescott Park has been identified as Objective 6.4 of the City of Medford's 2014-2019 Strategic Plan (MSP). The city has further defined this objective to include construction of additional multi-use; natural surface trails, the elimination of urgent safety concerns, protection of natural resources and identification of funding sources.

The recent analysis of constraints conducted by IMBA supports a strong need for assistance relating to phase one. Assistance through RTP funding will help the city address constraints including minimal signage, inadequate trailhead access, unsustainable trails, fire hazard, utility traffic on Roxy Ann Road and heavy tick and poison oak concentration.

**1. FIRST TIME AWARDS (page 15):**

**Have you received a RTP grant before?:**

Yes

**If Yes, please provide the project number and name of all previous awards.:**

RT10-003 - Prescott Park Trail and Trailhead Reconstruction

**2. PHYSICAL ACTIVITY INDEX (page 15):**

**Is the project located in a county not meeting the Physical Activity Index?:**

No

**If Yes, please select your county::**

**3. ECONOMIC DEVELOPMENT OPPORTUNITIES (page 15):**

**Is your project located in a Economic Distressed County or City?:**

Yes

**If Yes, please select which County or City the project falls in.:**

**County::**

Jackson

**City::**

**4. NST, NRT, NHT, SHT or SDT (page 16):**

**Is your project located on a National Scenic Trail, National Recreation Trail, National Historic Trail, State Designated Recreation Trail, State Historic Trail or Scenic Waterway?:**

No

**If Yes, please list name of designated trail system::**

**Also provide a map and documentation indicating that the project location on the designated trail.:**

**5. TOP STATEWIDE TRAIL ISSUES (page 17-18):**

**Please select which issue(s) your project is addressing.:**

ISSUE A|ISSUE B|ISSUE C

**Please describe how the project addresses appropriate statewide trail issues.:**

Statewide Issue A: Trail Connectivity

The proposed project addresses the Oregon Parks and Recreation's Statewide Issue A by connecting trails, neighborhoods, communities and parks.

Within Prescott Park itself, the over 10-mile looping trail system will safely link four existing trails; covering 3.2 miles, to 9.1 miles of new trails. This system will provide users with multi-use access to routes that also vary in difficulty level. The attached file, Prescott Park – Conceptual Plan Maps, provides helpful illustration of the proposed features.

Prescott Park serves as a connecting point for 13 residential neighborhoods all located just over one mile from the south property line of the park. Trail connectivity for these neighborhoods begin at the intersection of E. McAndrews Rd. and Brookdale Ave. where a path runs approximately 3.5 miles north until it merges into Hillcrest Ave and Roxy Ann Rd. This path continues another 1.5 miles to the gate of Prescott Park. These paths have been clearly marked on the attached map; Prescott Park–Connecting Features Map. Providing more trail opportunities for these neighborhoods will bring residents together and offer an asset for a healthier more active community.

Prescott Park is linked to several existing and planned routes throughout the City of Medford and neighboring communities. Please refer to the above referenced map for illustration of Prescott Park's connecting features. Special attention should be drawn to the existing multi-use route on the west side illustrated with a solid green line. This line represents Bear Creek Greenway; an 18-mile paved path that connects six parks as well as the communities of Ashland, Central Point, Medford, Phoenix and Talent. Prescott Park trails will become a part of this interconnecting system and help to improve trail, park and community connectivity.

Prescott Park is located just two miles south of Oregon Hills Park. The two parks are connected by a heavily used path for walking, biking and jogging. This connectivity accompanied by development of Prescott Park trails will increase family usage; including families with barriers. Oregon Hills Park offers a variety of activities that attracts all ages and abilities including ADA accessible routes and a viewing platform. Linking these two parks will create a very useful combination of amenities for the enjoyment of more diverse families.

Statewide Issue B: Trail Rehabilitation

The proposed project involves extensive repair of several segments of the existing trail system in order to bring it up to IMBA standards. Most of the trails are not sustainable in their current state and will not withstand increased use without proper rehabilitation. Trail expansion will result in increased usage requiring urgent upgrades to prevent erosion and damage. Steep grades and poor drainage have been identified as the main sustainability issues.

Routine trail maintenance including cleaning out dips, keeping vegetation cut back and clearing debris has been conducted on a quarterly and as-needed basis. On a semi-annual basis, a professional assessment is conducted by an individual familiar with urban trail maintenance and acceptable public conditions. As the scope of Prescott Park trails development expands, so will the city's rehabilitation standards. The city's experienced staffing in addition to volunteer efforts

organized through RVMBA will ensure trails are kept in their original constructed standard. RVMBA will enhance the rehabilitation and maintenance efforts through routine trail rides assessing potential hazards; 2-3 times per month. Also significant is RVMBA's Trail Info/Status system that allows trail users to report debris removal and other needed repairs through their website; [www.rvmbg.org](http://www.rvmbg.org).

### Statewide Issue C: Close to Home Projects

As demonstrated on the attached Prescott Park–UGB Map, the urban growth boundary is located directly on the south property line of the park. Under Goal 8-Action 8.1b of the MSP, the parks and recreation department, through meetings held with CSA Planning and continued partnership with the planning department, will pursue the inclusion of Prescott Park into the city's urban growth boundary.

It is remarkable that a park consisting of 1,725 acres of partially developed natural open space and 15 acres of partially developed community park is located within such close proximity to where people live. Please refer to attached, Prescott Park–Population Map, for clarification of the magnitude of residents living close to the park. You will notice 3,131 residents live within one mile of the park property line. This number quickly rises in a short distance with an estimated 38,369 living within three miles and 72,004 within six. Residents living inside the city's urban growth boundary total 72,198. These numbers were calculated from address points of residential addresses only, multiplied by the 2010 Census Persons per Household number for Medford of 2.42.(1)

In addition to the above referenced methodology, many would agree that the strong increase in home sales within just a few miles of Prescott Park qualifies it as the fastest growing and one of the most desirable neighborhoods in Jackson County. Shanon Pewtress, John L. Scott Real Estate Agent stated, "According to the Jackson County Residential Statistics provided by the Southern Oregon Multiple Listing Service, during the March 1-May 1 period, 161 homes have sold this year compared to 140 last year in East Medford." The growth of this area does not show signs of slowing down and seems to be overpowering the growth of other nearby cities. Ms. Pewtress also stated, "New construction in East Medford was up 7.4% compared to the previous year; the highest amongst all other cities within the county." (Please see the attached letter of support from Ms. Shanon Pewtress)

The residential density and growth rate within close proximity of Prescott Park calls for a strong need for additional recreational trails. Assisting with the funding of this new trail system will help fulfill a need for the City of Medford while addressing Oregon's Statewide Issue C of funding projects "close to home."

(1) <http://quickfacts.census.gov/qfd/states/41/4147000.html>

## **6. LOCAL NEEDS AND BENEFITS (page 18):**

### **Public Planning Process - Is the project identified within a comprehensive plan?:**

Prescott Park development has been assessed through a coordinated, long-range public planning process. In the summer of 2004, the City of Medford began updating the Leisure Services Plan (LSP) to address local needs for the next 20 years. This process relied heavily upon public involvement to establish a foundation for development. Recreation surveys, workshops and public meetings drove results. Four of the top ten activities measured from the recreation survey involved

trails, greenways and open space areas. Participants also identified city-wide trail systems as one of the top three facilities for priority development. Medford was defined as very active community with a rapidly growing population. This has increased the demand for parks and recreation services. By the year 2030, Medford will need an additional 15 miles of trails. A system of recreational trails, pathways and bikeways would improve safe places for walking and non-motorized transportation resulting in a healthier community.

The LSP has been a valuable tool to developing the MSP. Prescott Park is specifically identified within this plan under Objective 6.4: Increase access and public enjoyment of Prescott Park by developing appropriate facilities. Action 6.4a calls for the continued implementation of the 2008 Prescott Park Master Plan by expanding multi-use trails. On November 19, 2013, the Medford Parks and Recreation Commission approved a fourth plan known as the Prescott Park Conceptual Trail Plan. Council adopted this plan on January 16, 2014. In addition, Council Bill 2013-147 was approved on October 17, 2013. This action authorized a new road use and maintenance agreement with Burl Brim Excavation which will benefit implementation of new trailhead facilities on Roxy Ann Road.

Goal 8 of the MSP indicates the city's commitment to providing recreational activities and opportunities to improve the lives of Medford residents. Action 8.1b pursues the inclusion of Prescott Park into the city's UGB. Initial meetings held with CSA Planning have determined feasible action and staff will continue to work in partnership with the planning department on this item.

Statewide trail issues A-C are addressed within the scope of this project which demonstrates strong attention to the planning results and benefits of non-motorized trails as set forth in the Oregon Trails 2005-2014: Non-motorized Trails Plan. Also, as inspired by the results of SCORP, sustainable development that uses natural resources, park ethics, public awareness, partnership, interpretive signage and volunteerism will help provide long-term benefits.

Please see the attached letters of support addressing individual public need and opinion of the proposed project.

**Demonstrate Public Support - Please list all letters of support and any other supportive information.:**

Prescott Park trail system development is strongly supported within the City of Medford and beyond. Supporters include but are not limited to RVMBA, Southern Oregon Runners, Providence Medical Center, Mayor Gary Wheeler, Lithia Motors, Medford Parks and Recreation Commission, Shanon Pewtress with John L. Scott Real Estate, Advantage Tire, Medford Parks and Recreation Foundation, Jason Souders with UPS, Ashland Mountain Adventures, iMortgage, and residents; Kirk Sullivan and Raphael Panai.

**7. SUSTAINABLE TRAIL DESIGN (page 19):**

**Please describe how the trail project will result in a well-designed, managed and sustainable trail or trail system. How will impacts and damage to trail facilities be proactively prevented or minimized through innovative and sustainable trail and facility design and management practices?:**

Trail design, implementation and maintenance will follow IMBA trail standards, as indicated in the conceptual plan. Following sound construction during initial restoration and construction, hiring a professional trail builder, addressing key elements of sustainable trails and developing a long-term

maintenance plan will result in a sustainable trail system. Applying IMBA standards to all trail usage types; not restrictive to mountain biking, will allow for a better quality, multi-use system. Trails that are constructed to withstand the rigor of mountain biking activity will also maintain well for hiking. MPRD's long-term maintenance plan, proper mapping, etiquette signage and trail markers will create a more versatile, enjoyable system.

Prescott Park design specifications identified through the IMBA assessment include style, width, corridor clearing and vegetation, and grade. Traditional and flow style trails will meander up and down slope to create grade reversals at 20 to 40 foot intervals. The tread will be outsloped at approximately 5% in most areas. Flow trails will further optimize slope decent and grade reversals. Width will be constructed at 24"-36". This will naturally narrow with vegetation growth and the tread will be compacted by use. Sustained width will be maintained at 20"-24" through the developed maintenance plan.

Pruning of overhang vegetation will only be done where necessary to preserve the natural beauty of the trails while providing a safe multi-use, year-round experience for users. All brush will be cleared at a minimum of 18" from the tread edges; before construction begins, to create a 6-foot wide corridor. The corridor will be cleared 8 feet in height. Construction will be designed to minimize damage to large tree root systems. Any standing trees or their roots will not be cut without explicit approval. Both poison oak and heavy tick concentration will be controlled for safety and enjoyment.

Because of variable soils, the average sustainable grade is planned at 7%. Any sections constructed greater than 15% for more than 20 feet will be armored. To minimize soil loss and preserve the natural resources, native materials will be primarily used. Decomposed granite will be incorporated only where necessary for public safety and to reduce future maintenance needs.

Professionally guided development of the above referenced design specifications will ensure the trail system will respond to the unique site conditions such as slope, drainage and soils. The newly developed trail system will remain sustainable through routine maintenance and assessment processes as described under question #8.

## **8. LONG TERM COMMITMENT TO MAINTENANCE (page 21):**

**Explain the plan to continue trail operation and maintenance after the project is complete. List maintenance requirements (including the level of annual maintenance required for the trail) and strategies to be used. Also describe the degree of commitment by reporting on such items as on-going funding, partnerships with other agencies, or volunteer maintenance (e.g. youth conservation or service corps). Where appropriate, include documentation such as volunteer hour tracking reports, cooperative agreements, donations, private sponsorship, support letters, or signed memoranda of understanding.:**

The City of Medford is prepared for the maintenance demands created from initial development and increased usage that will result from funding this project. Per IMBA's council, maintenance costs should be budgeted at approximately 30% of the initial construction costs. The city will meet this long-term demand through planning, qualified parks staffing, maintenance funds provided through the general fund which are generated from parks utility fees, and local partnerships. The partnership secured with RVMBA will help safeguard maintenance budgeting by offsetting day to day trail maintenance costs. The majority of RVMBA's support will come in the form of volunteer labor hours from 200 local members. Other partnerships with agencies including CSA Planning, Peterson CAT and Burl Brim Excavation will also help offset labor, equipment and materials costs

of long-term maintenance.

**Do you have a Trail Maintenance Plan? What is your trail condition assessment process? Please explain.:**

Routine trail maintenance will include cleaning out dips, keeping vegetation cut back and clearing debris on a quarterly and as-needed basis. On a semi-annual basis, a professional assessment will be conducted by an individual familiar with urban trail maintenance and acceptable public conditions. The city's experienced staffing in addition to volunteer efforts organized through RVMBA will ensure trails are kept in their original constructed standard. RVMBA will enhance the rehabilitation and maintenance efforts through routine trail rides assessing potential hazards; 2-3 times per month. Also significant is RVMBA's Trail Info/Status System that allows trail users to report debris removal and other needed repairs through their website; [www.rvmbg.org](http://www.rvmbg.org). This information may also be shared via email, Facebook, Twitter, Digg and StumbleUpon. Please refer to the attached RVMBA support letter.

**9. NATURAL SURFACE TRAILS (page 21):**

**Is your project building a non-paved trail?:**

Yes

**If Yes, please briefly describe the surface treatment::**

Surface treatment will consist of native soil and locally sourced natural crushed, decomposed granite. Sections requiring use of geomembrane fabric will be identified by the design engineer and treated accordingly.

**10. MULTI-USE TRAILS (page 21):**

**Please select the users groups that will be allowed to use the trail::**

Equestrian|Cycling (Road & Mountain)|Hikers (walking, running, backpacking)

**11. PROJECT URGENCY (page 22):**

**Is there an urgent need for time-sensitive land acquisition, immediate threat of closure because of non-compliance with state and federal law, threat of lost opportunity, meeting project completion deadlines, public health and safety concerns or impacts on cultural and natural resources?:**

Yes

**If Yes, please explain.:**

The current trail system presents several health and safety hazards that are in need of time-sensitive resolution. There are many places within existing trail routes that require dangerous obstacle removal, tick and poison oak abatement and placement of difficulty level signage. The existing trailhead and parking area also presents a public safety concern. Currently, users are required to park at the base of a steep, narrow and shared utility road that is approximately 4,255 feet below a more gradual and safe access area. This access road also serves as route to a vitally important public safety communications tower at the top of the mountain. The development of new trails and renovation of existing trails will help produce a natural fire line in order to protect these communication towers.



Description	Qty	Unit	\$/Unit	Cost	Match	Request	Source of Funding
Engineering/Env Evals/Permits	20000		\$1.00	\$20,000.00	\$20,000.00	\$0.00	City & CSA Planning
Trail Restoration	5769	Linear Feet	\$3.50	\$20,191.50	\$16,991.50	\$3,200.00	City & RVMB
New Traditional Trails	2670	Linear Feet	\$4.50	\$12,015.00	\$6,715.00	\$5,300.00	City & RVMB
New Flow Trails	30588	Linear Feet	\$5.00	\$152,940.00	\$86,440.00	\$66,500.00	City & RVMB
Trailhead Parking	9740	Square Feet	\$1.15	\$11,201.00	\$11,201.00	\$0.00	City & Peterson CAT
Concrete Pad for Portable Restrooms	100	Square Feet	\$12.00	\$1,200.00	\$1,200.00	\$0.00	City
New Trailhead Kiosk	1		\$4,997.00	\$4,997.00	\$4,997.00	\$0.00	City & RVMB
Trailmarker/Etiquette Signage at Existing Trailhead	1		\$1,400.00	\$1,400.00	\$1,400.00	\$0.00	RVMB
Mapping Signage on Kiosk	1		\$580.00	\$580.00	\$580.00	\$0.00	RVMB
Etiquette Signage on Kiosk	1		\$180.00	\$180.00	\$180.00	\$0.00	RVMB
Trail Markers	6		\$60.00	\$360.00	\$360.00	\$0.00	RVMB
Totals				\$225,064.50	\$150,064.50	\$75,000.00	

**Total Project Cost:** \$225,064.50  
**Total Match for Sponsor:** \$150,064.50  
**Grant Funds Requested:** \$75,000.00

As an authorized representative of City of Medford Parks and Recreation Department, I certify that the applicant agrees that as a condition of receiving Recreational Trails Grant Program assistance, it will comply with all applicable local, state and federal laws and regulations.

This application has been prepared with full knowledge of, and in compliance with, the Oregon Parks and Recreation Department's (OPRD) Grants Manual for the Recreational Trails Grant program.

I also certify that to my best knowledge, information contained in this Application is true and correct.

I will cooperate with Oregon Parks and Recreation Department by furnishing any additional information that may be requested in order to execute a State/Local Agreement, should the project receive funding assistance.