

# BOLTON HILLS SPORTS COMPLEX

## MASTER PLAN FOR DEVELOPMENT AND IMPROVEMENTS



DOUGHERTY  
LANDSCAPE  
ARCHITECTS

NOVEMBER 2023

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## **ACKNOWLEDGEMENTS**

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### **CITIZENS OF VENETA**

#### **TERRITORIAL SPORTS PROGRAM**

Alan Jeffers, President, Baseball/Softball/Tee-Ball Director  
Melissa Flowers, Vice President  
Chelsee Swope, Soccer Director  
Denea Farrar, Treasurer  
Tory Macklin  
Sterling Pew

#### **CITY OF VENETA STAFF**

Matthe Michel, City Administrator  
Matt Laird, Community Development Director  
Kyle Schauer, Public Works Director

#### **KPFF CONSULTING ENGINEERS**

Anna Backus, Associate

#### **COGITO AND FISCHER**

Julie Fischer, Public Involvement Manager

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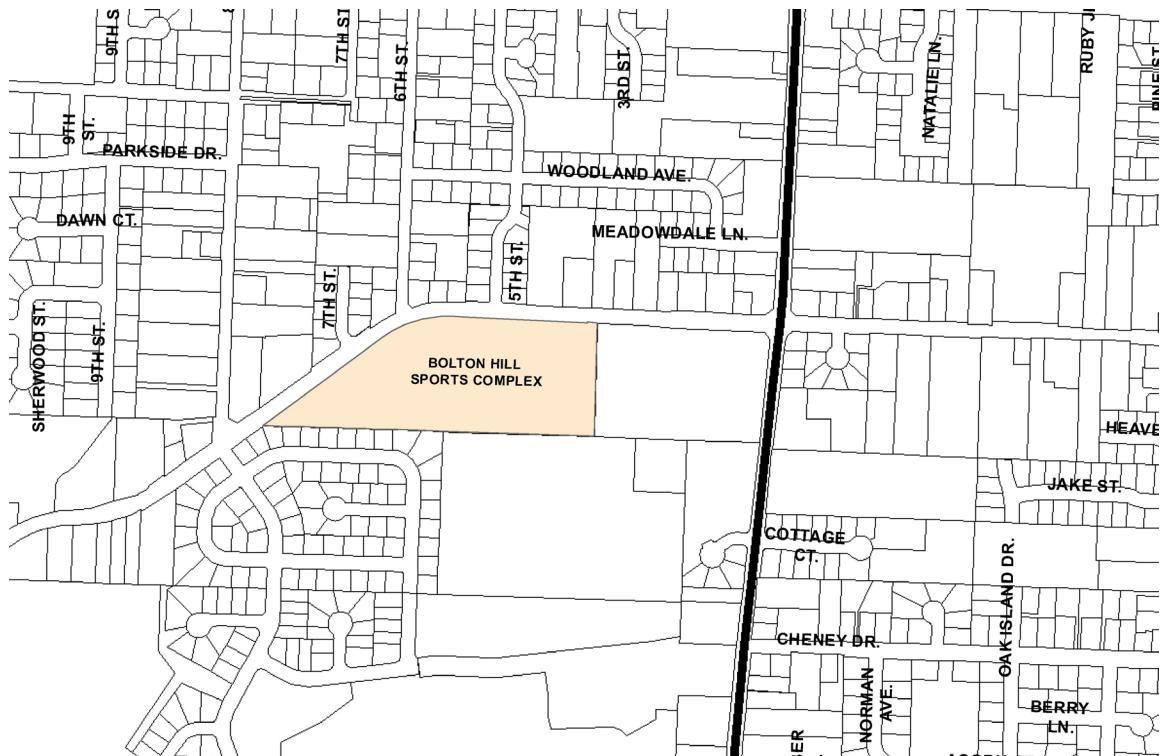
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## PROJECT AREA

Bolton Hill Sports Complex encompasses a total of nearly 11 acres located south of Bolton Hill Road, and west of Territorial Hwy. The area currently includes the City's Public Works yard, playing fields, and a concession stand.



Aerial view of Bolton Hill Sports Complex

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## PROJECT BACKGROUND

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Since the mid-1980s, the Bolton Hill sports fields have been used by the Territorial Sports Program (TSP) to provide soccer and baseball activities for local youth. Aside from local school facilities, the Bolton Hill Sports Complex is the only large open space within the City's limits that can support this kind of activity.

Prior to 2005, the 10.74 acre lot was originally two separate parcels, the northern 4.22 acres owned by the City of Veneta - purchased in 2004 - and the southern 6.82 acre parcel owned by the Oregon Department of Forestry (ODF). For many years ODF permitted TSP to use their property as a playing field for youth sports activities. In 2005, the City took steps to ensure that these fields remained available to the community for sports activities in the future by purchasing the 6.82 acre parcel from ODF.

Acquisition of the additional land for use as a community park and general recreation field was supported by the City of Veneta's Park, Recreation and Open Space Master Plan, which outlined the need for additional recreation space and the benefits resulting from such. The Master Plan incorporated extensive input from Veneta's residents who clearly stated that acquisition and improvements were their top priority.

Over the following years, the City, TSP, and local community groups have made improvements to the site including sidewalks, bicycle lanes, trees and a newly-built concession stand.

In 2011, Dougherty Landscape Architects (DLA) was hired to prepare a master plan for the site. DLA, KPFF Consulting Engineers and Cogito Partners were hired in 2022 to work with TSP and the city to provide plan updates. The DLA Team met with city staff in the summer of 2022 to develop a roadmap for the plan update process. Over the Fall of 2022 and Winter of 2023, the DLA team met and corresponded with the city and TSP to refine the vision for park improvements. This led to preferred design options that were presented to the Veneta city council in August 2023 and to the public the following month.

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## PROJECT OVERVIEW

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The Bolton Hill Sports Complex Master Plan will give the City, TSP, and the Park Board an implementation plan that can be used to further develop the complex.

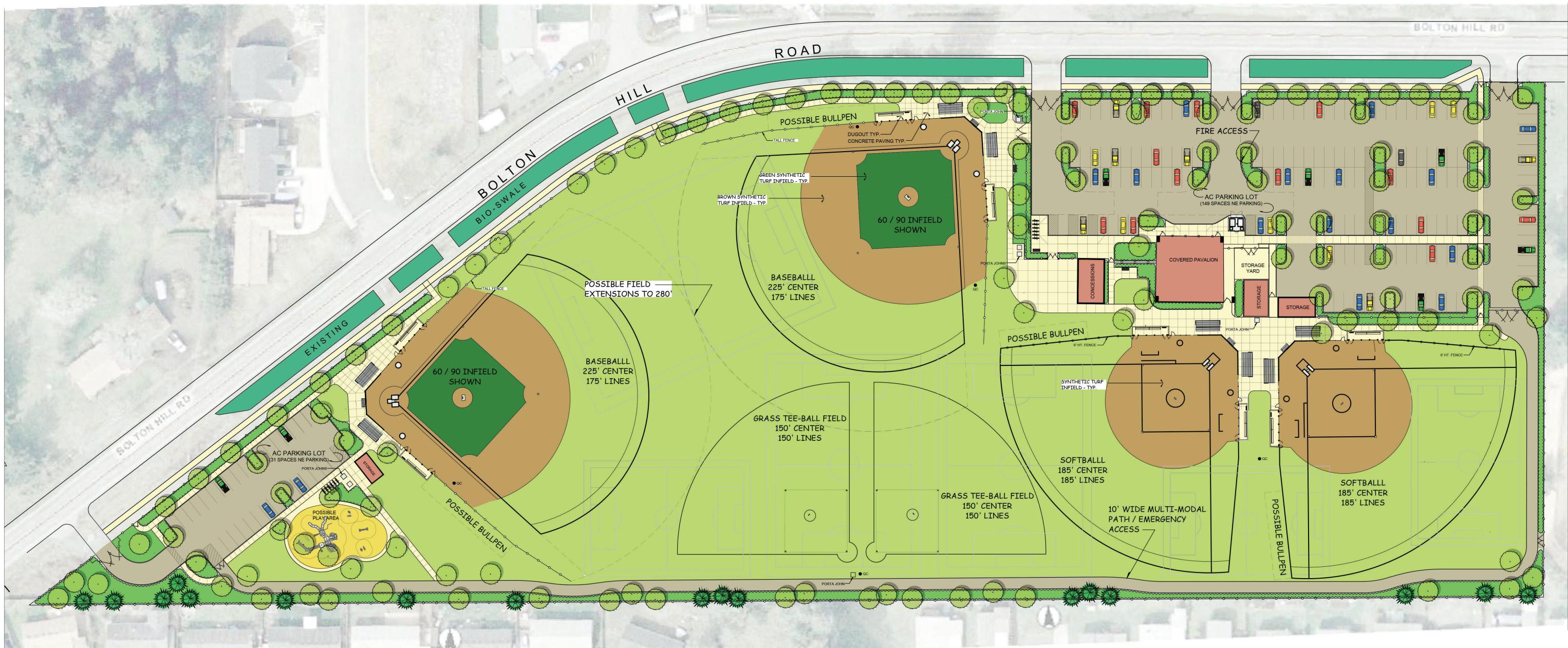
The underlying goal of the Bolton Hill Sports Complex Master Plan is to act as a roadmap that will be used to develop the Bolton Hill Sports Complex in an organized, efficient, and attractive manner.

The objective met through implementation a renovated and attractive Bolton Hill Sports Complex. This includes new sports fields, a new playground, improved parking and added amenities.

On the following page, the conceptual plan shows the sports complex with all phases completed.



Open House September 2023



#### BASEBALL / SOFTBALL SUMMARY

1. BASEBALL 225' CENTER 175' LINES
2. BASEBALL 225' CENTER 175' LINES
3. SOFTBALL 185' CENTER 185' LINES
4. SOFTBALL 185' CENTER 185' LINES
5. TEE-BALL 150' CENTER 150' LINES
6. TEE-BALL 150' CENTER 150' LINES

#### SOCCER SUMMARY

1. MAJORS 145' X 210'
2. MINORS 120' X 180'
3. MINORS 120' X 180'
4. PEEWEES 90' X 135'
5. PEEWEES 90' X 135'
6. PEEWEES 90' X 135'

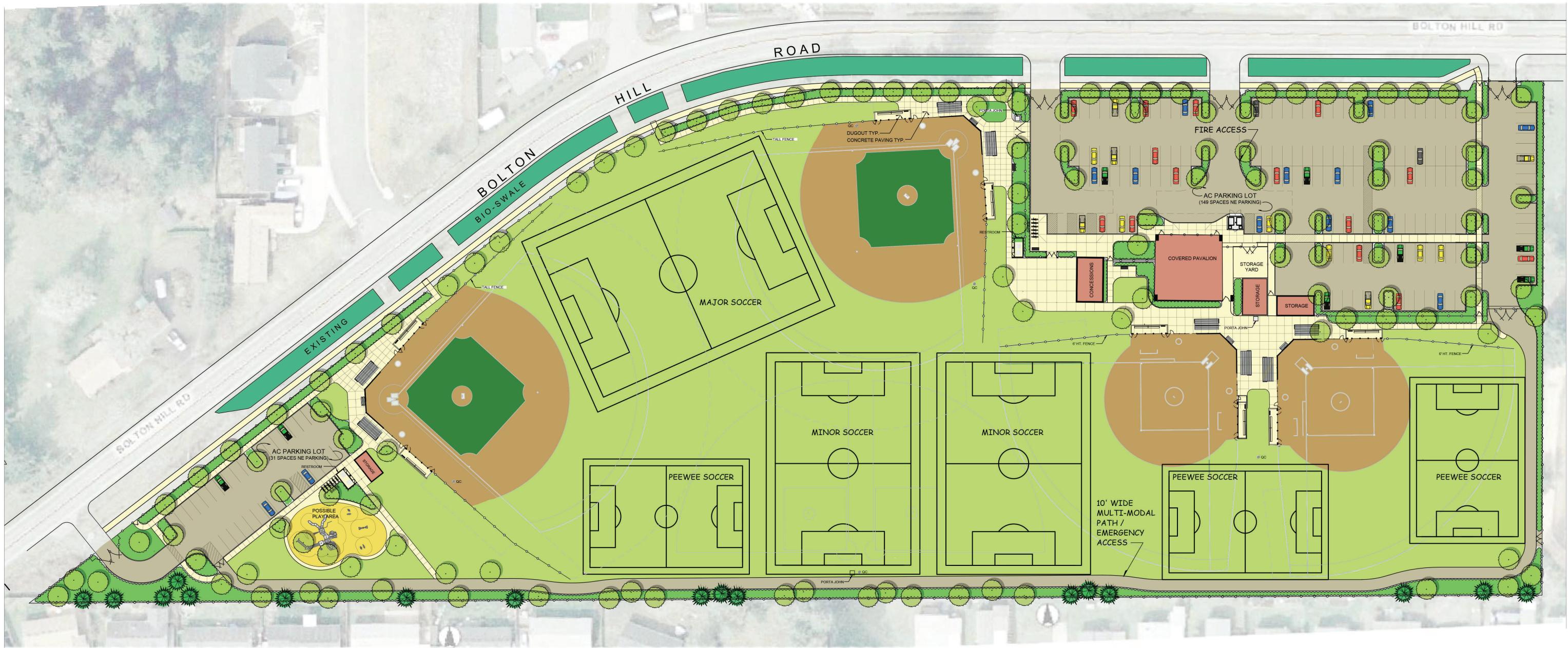
#### LEGEND

- PROPOSED DECIDUOUS TREE
- PROPOSED CONIFER TREE
- PLANT BED
- GREEN SYNTHETIC TURF
- NATURAL TURF
- BROWN SYNTHETIC TURF

0 10 20 40 80  
SCALE: 1"=40'-0"  
NORTH

## CONCEPTUAL MASTER PLAN BASEBALL AND SOFTBALL HIGHLIGHTED

08 AUGUST 2023



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0 10 20 40 80  
SCALE: 1"=40'-0"  
NORTH

## CONCEPTUAL MASTER PLAN SOCCER FIELDS HIGHLIGHTED

08 AUGUST 2023



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BOLTON HILL SPORTS COMPLEX  
VENETA, OREGON

SF-2

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## PROJECT BREAKDOWN

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- **ACQUISITION OF ADDITIONAL PROPERTY**

*(Along the eastern boundary of the sports complex needed for the development of the parking lot's eastern edge)*

- A. OBTAIN SURVEY FOR NECESSARY PROPERTY ALONG THE EASTERN BOUNDARY OF THE SPORTS COMPLEX.
- B. OBTAIN APPRAISAL FOR NECESSARY PROPERTY
- C. PROPOSE PURCHASE TO THE OREGON DEPARTMENT OF FORESTRY BOARD
- D. APPLY FOR GRANT TO PURCHASE PROPERTY

- **FINAL DESIGN AND ENGINEERING**

*Note: Final design work described below will be completed at the same time to ensure proper integration and consideration of all site elements.*

- A. UPGRADE SURVEY TO PROVIDE ADDITIONAL UTILITY AND TOPOGRAPHIC INFORMATION (INCLUDING STORM UTILITY CONNECTIONS) NEEDED FOR FINAL DESIGN WORK
- B. PREPARE ACCURATE EXISTING CONDITIONS BASE PLAN FOR PARK PROPERTY  
*( to include property corners and boundary descriptions, contours and spot elevations, all above ground and below ground utilities and any existing site improvements including buildings, paved or gravel parking, etc.)*
- C. DEVELOP FINAL DESIGN PLANS TO MEET THE FOLLOWING:
  1. All applicable codes and accessibility requirements.
  2. City design standards.
  3. Further direction and input from city and TSP committee.
  4. Construction cost estimate based on final design development. Itemize estimate to break down per phasing. Revise design as required to meet project budget requirements.
- D. PREPARE PRELIMINARY ENGINEERING PLANS AND CALCULATIONS NEEDED FOR STORM WATER AND UTILITIES

**E. PREPARE CONSTRUCTION DOCUMENTS FOR ALL PROJECT IMPROVEMENTS (specific plan documents may include but are not limited to the following)**

- A. Demolition, Site Preparation and Erosion Control Plans
- B. Parking lot layout and materials plan
- C. Parking lot construction details
- D. Site Layout and Materials Plan
- E. Site Construction Details
- F. Grading and Drainage Plans
- G. Lighting Plans
- H. Landscape Plans for parking planting areas and perimeter trees.
- I. Irrigation Plans (incorporating water re-use – expanding use of purple pipe)
- J. Specifications
- K. Project Manual
- L. Bid Forms and Contract Requirements

**F. PREPARE CONSTRUCTION COST ESTIMATE**

**G. OBTAIN BUILDING PERMIT AND / OR OTHER APPROVALS**

**• ***CONSTRUCTION OF PARKING LOT, ASSOCIATED SITE WORK AND PARKING LOT LANDSCAPING*****

**A. DRIVEWAYS AND PARKING LOTS**

**B. STRIPING**

**C. CURBS**

**D. SIDEWALKS AND CONCRETE WORK**

**E. FENCING AND GATES**

**F. PLAY AREA INCLUDING PLAY EQUIPMENT**

**G. PARKING LOT LIGHTING**

**H. ELECTRICAL CONNECTION STUBS FOR SPORTS FIELD LIGHTING**

**I. STORM WATER DRAINAGE**

**J. UTILITY CONNECTIONS**

**K. EMERGENCY VEHICLE ACCESS DRIVES AND GATES**

**L. PARKING LOT AND PLAY AREA LANDSCAPING (INCLUDING IRRIGATION)**

**M. SITE FURNISHINGS**

**N. COVERED PAVILION IMPROVEMENTS**

**O. STORAGE FACILITIES**

• **CONSTRUCTION OF SPORTS FIELD IMPROVEMENTS**

**A. EARTHWORK, GRADING AND DRAINAGE FOR SPORTS FIELDS**

**B. FILL IN DITCH AT SOUTH PROPERTY LINE AND INSTALL DRAINAGE STRUCTURES**

**C. ASPHALT PERIMETER PATH**

**D. SYNTHETIC TURF INFIELD INSTALLATION FOR BASEBALL AND SOFTBALL**

**E. NATURAL FIELD TURF INSTALLATION AND / OR RESTORATION**

**F. DUGOUTS AND BLEACHERS**

**G. IRRIGATION SYSTEM**

*Note: A priority is that all field improvements occur within a single construction season so that continued use of the entire complex is maximized.*

• **INSTALLATION OF TREES AND FIELD LIGHTING**

**A. SPORTS FIELD LIGHTING**

**B. TREE PLANTING ALONG SITE PERIMETER**

**C. SITE FURNISHINGS**

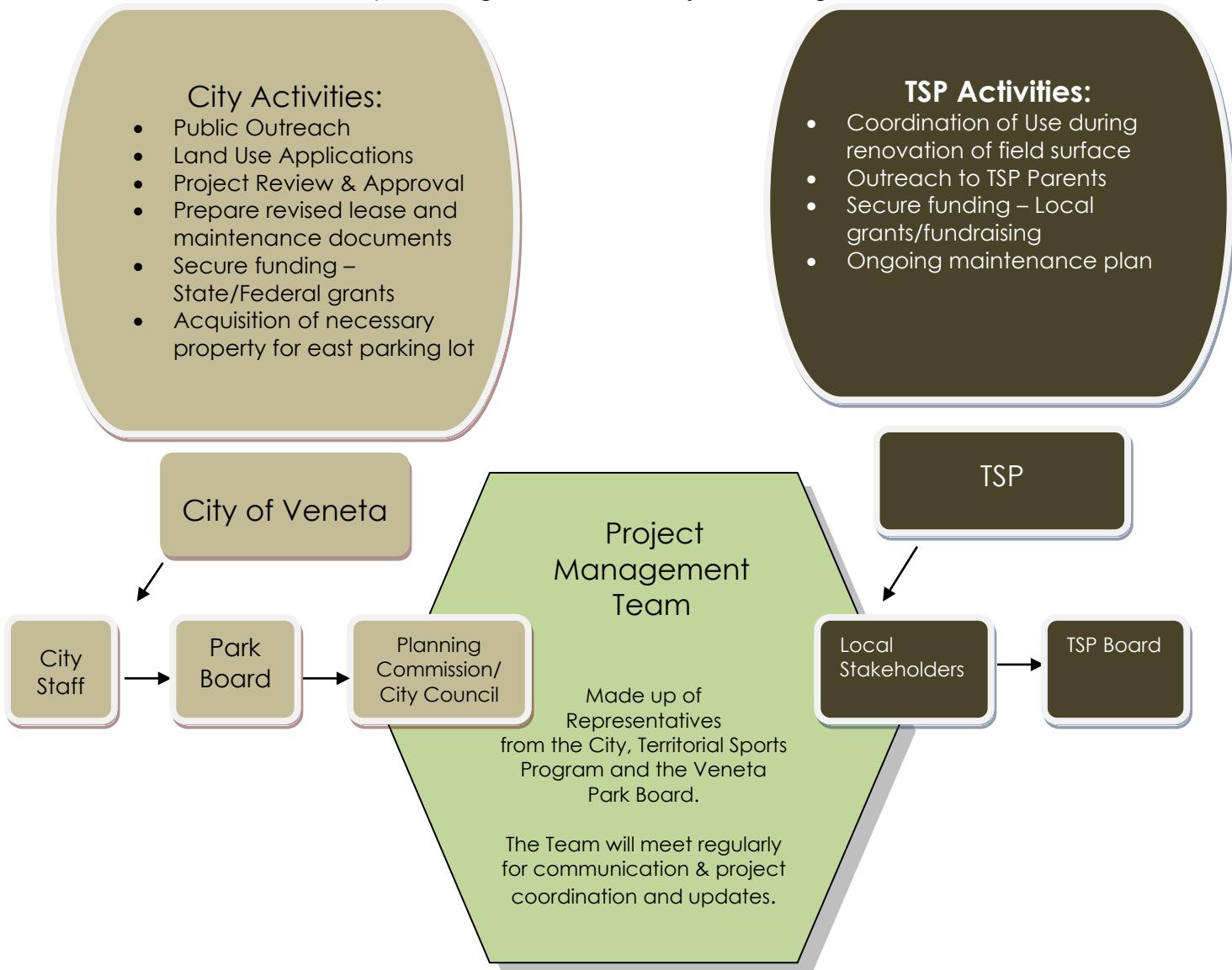
**D. PORTABLE RESTROOMS**



## ROLES & RESPONSIBILITIES FOR IMPLEMENTATION

The City of Veneta and the Territorial Sports Program will partner in this project. A project management team will be created to ensure the success of park improvements.

The following flowchart outlines the specific roles and responsibilities of the City of Veneta, the Territorial Sports Program and the Project Management team.



## RECOMMENDED NEXT STEPS BY PHASE & RESPONSIBILITY

Next Steps by Phase & Responsibility			
Project Phase	Lead Entity for Implementation		Project Timeline
	City	Territorial Sports Program	
1. ACQUISITION OF FORESTRY PROPERTY TO EXPAND PARKING AREA	✓		2023-2024
2. FINAL DESIGN AND ENGINEERING	✓	✓	2023-2024
3. PARKING, PLAYGROUND AND ASSOCIATED SITE WORK AND LANDSCAPING	✓		2024-2025
4. SPORTS FIELD IMPROVEMENTS	✓	✓	2024-2025
5. TREES AND LIGHTING	✓		2024-2025
6. GRANT WRITING & FUNDING	✓	✓	Ongoing

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## CONCLUSION

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The attached Conceptual Master Plan sets the vision for the Bolton Hill Sports Complex. This work has been completed by Dougherty Landscape Architects (DLA) and the City of Veneta and evolved through a public input process. This document provides a substantial base for further design and implementation of improvements.

The conceptual plan developed through this process is an all-important first step in creating the vision and framework for sports complex improvements. That said, it is only the first step. Working together, the City of Veneta, Territorial Sports Program, the Parks Board and the citizens can realize the vision set forth in these documents. Once more, this working relationship is critical to project success. The partners in this project are enthusiastic about the project vision and eager to follow through on the steps set forward in these documents.



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## **COST ESTIMATE**

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See the preliminary cost estimate provided on the following page for specific site improvements and bid items to be included in the construction documentation.

Please note that the cost estimate shows park costs if all work is completed by private contractors.

## PRELIMINARY COST ESTIMATE

<b>EXPENSES</b>					
<u>Demolition, Removal, Relocation</u>					
Fence and Structure Demo		1	Allow	50,000.00	50,000
Tree Removal		1	Allow	5,000.00	5,000
<b>Subtotal: Demolition</b>				<b>55,000</b>	
<u>Site Prep</u>					
Stripping		10.79	AC	\$ 5,000.00	\$ 53,949
Erosion Control		1	LS	\$ 80,000.00	\$ 80,000.00
<b>Subtotal: Site Prep</b>				<b>133,949</b>	
<u>Earthwork</u>					
Site Grading		9,000	CY	15.00	135,000
Topsoil Fill		9,000	CY	40.00	360,000
<b>Subtotal: Earthwork</b>				<b>495,000</b>	
<u>Hardscape</u>					
Asphalt Parking		1,500	TON	\$ 150.00	\$ 225,000.00
Multi-Modal Asphalt Path		285	TON	\$ 150.00	\$ 42,750.00
Concrete Sidewalks & Plazas		30,000	SF	\$ 18.00	\$ 540,000.00
<b>Subtotal: Hardscape</b>				<b>807,750</b>	
<u>Utilities</u>					
New 2" Water Service		1	LS	\$ 20,000.00	\$ 20,000.00
Drinking Fountain		1	EA	\$ 6,500.00	\$ 6,500.00
Electrical System Connection		1	LS	\$ 25,000.00	\$ 25,000.00
<b>Subtotal: Utilities</b>				<b>51,500</b>	
<u>Storm</u>					
18" Storm Drain Re-route		950	LF	\$ 220.00	\$ 209,000.00
Stormwater Facilities		6,400	SF	\$ 20.00	\$ 128,000.00
<b>Subtotal: Storm</b>				<b>337,000</b>	
<u>Sports Fields</u>					
Turf with underdrainage (infields)		69,900	SF	\$ 20.00	\$ 1,398,000.00
Backstops		4	EA	\$ 15,000.00	\$ 60,000.00
Sports Field Equipment		1	Allow	\$ 10,000.00	\$ 10,000.00
Bleachers		8	EA	\$ 12,000.00	\$ 96,000.00
Dugouts & Bullpens (fencing w/pads & roof)		8	EA	\$ 30,000.00	\$ 240,000.00
Dugout Benches		8	EA	\$ 3,000.00	\$ 24,000.00
<b>Subtotal: Sports Fields</b>				<b>1,828,000</b>	
<u>Lighting</u>					
Site Lighting		1	LS	\$ 384,000.00	\$ 384,000.00
<b>Subtotal: Lighting</b>				<b>384,000</b>	
<u>Playground</u>					
Complete		1	Allow	125,000.00	125,000
<b>Subtotal: Playground</b>				<b>125,000</b>	
<u>Site Structures, Fixtures, Furnishings and Signs</u>					
Rehabilitation of Existing Structures		1	allow	50,000.00	50,000
Benches		8	EA	2,000.00	16,000
Litter Receptacles		6	EA	1,500.00	9,000
Bike Racks		8	EA	400.00	3,200
Install Traffic Signs and Signposts		1	Allow	2,500.00	2,500
Picnic Tables		6	EA	2,000.00	12,000
Park Sign		1	allow	5,000.00	5,000
<b>Subtotal: Site Fixtures</b>				<b>97,700</b>	
<u>Fencing</u>					
6' ft. height chain link		1,012	LF	30.00	30,360
12' ft. height chain link		338	LF	180.00	60,840
6' ft. movable fence		1,336	LF	45.00	60,120
Sidewalk Gates		5	EA	750.00	3,750
Vehicular Gates		5	EA	2,000.00	10,000
<b>Subtotal: Fencing</b>				<b>165,070</b>	
<u>Landscaping</u>					
Plant Beds (Irrigated)		37,500	SF	6.00	225,000
Lawn (Irrigated)		231,400	SF	2.50	578,500
Trees - 2" caliper		141	EA	300.00	42,300
<b>Subtotal: Landscaping</b>				<b>845,800</b>	
<b>Subtotal: Constr. Cost (DCC)</b>				<b>5,325,769</b>	
<b>Indirect Construction Costs Phase II</b>					
Mobilization, Startup and Final Cleanup (Typ. 3-5% DCC)		4%			213,031
Contractor's Overhead & Profit (Typ. 8-10% DCC)		8%			426,061
Construction Bonds & Insurance (Typ. 1% DCC)		1%			53,258
Construction Contingency (typ. 10-20% DCC)		12%			639,092
Inflation (lately, 4% per year)		4%			213,031
<b>Subtotal: Indirect Constr. Costs</b>				<b>1,544,473</b>	
<b>Total Construction Cost (TCC) Phase III</b>				<b>6,870,241</b>	
<b>Indirect Development Costs</b>					
Bidding, Bid Ad Costs (Typ. 1% TCC)		1%			68,702
Construction Administration (Typ. 2% TCC)		2%			137,405
Project Management (Typ. 2% TCC)		1%			68,702
<b>Subtotal: Indirect Dev. Costs</b>				<b>274,810</b>	
<b>Total Development Cost Phase III</b>				<b>7,145,051</b>	
<b>Direct Development Costs (Phase II)</b>					
Design/Engineering Fees (Typ. 10-18% TCC)		10%			687,024
Design/Engineering Reimbursables (Typ. 1-2% TCC)		1%			68,702
Topo/Bdy. Survey (Typ. 1-2% TCC)		allow			5,000
Planning Reviews & Approvals (Typ. 1-2% TCC)		0.5%			34,351
Permits and Plan Check Fees (Typ. 1-2% TCC)		0.5%			34,351
Systems Development Charges (Typ. 3-10% TCC)		0.5%			34,351
Construction Testing Services (Typ. 1% TCC)		0.5%			68,702
<b>Subtotal: Direct Development Costs Phase II</b>				<b>932,483</b>	
<b>Total Constr. and Dev. Costs</b>				<b>8,077,534</b>	

## Maintenance Cost Matrix

<b>Maintenance Task</b>	<b>Responsibility</b>			
	<b>TSP</b>	<b>City in House</b>	<b>City -Outside Contractor</b>	<b>Estimated Annual Costs</b>
Mowing	X			Volunteer
Synthetic Turf – Ongoing Maintenance	X			Volunteer
Garbage Removal	X			\$15,000
Portable Toilet Rental and Service	X			\$15,000
Sports Field Setup, Take down, Maintenance	X			Volunteer
Concessions	X			TSP
Synthetic Turf – Life Cycle Replacement		X		\$2 million replacement after ten years (assumes approximately 4% yearly inflation cost)
Parking Lot Maintenance		X		City provided as needed
Building Maintenance		X		City provided as needed
Playground Maintenance and Material		X		\$5000 annual surfacing replenishment and play equipment maint. and repair
Maintenance Equipment (mower, synthetic turf equipment and infill)		X		\$70,000 initial w/ \$10,000 annual depreciation
General Landscape Maintenance			X	\$14,000
Irrigation Maintenance			X	\$5,000