

**IMPORTANT:** Any citizen may orally address the Parks Commission on non-agenda items during the Public Forum. Any citizen may submit written comments to the Commission on any item on the Agenda, unless it is the subject of a public hearing and the record is closed. Time permitting, the Presiding Officer may allow oral testimony. If you wish to speak, please out the Speaker Request Form located near the entrance to the Council Chambers. The chair will recognize you and inform you as to the amount of time allotted to you, if any. The time granted will be dependent to some extent on the nature of the item under discussion, the number of people who wish to speak, and the length of the agenda.



## AGENDA FOR REGULAR BUSINESS MEETING

### ASHLAND PARKS & RECREATION COMMISSION

October 28, 2019

Council Chambers, 1175 E. Main Street

5:30 p.m.

- I. CALL TO ORDER
- II. EXECUTIVE SESSION (pursuant to ORS 192.660(2)(h) & ORS 192.660(2)(i))
  1. The executive session will be held from 5:30 to 7:00 p.m. The business portion of the meeting will resume at 7:00 p.m.
- III. APPROVAL OF MINUTES
  1. APRC Study Session – September 16, 2019
  2. APRC Regular Meeting – September 23, 2019
- IV. PUBLIC FORUM
- V. ADDITIONS OR DELETIONS TO THE AGENDA
- VI. CONSENT AGENDA
  1. Subcommittee Minutes Acknowledgment
    - Ashland Senior Advisory Committee, August 12, 2019
- VII. UNFINISHED BUSINESS
  1. Japanese Garden Plan Amendment (Action)
  2. Pool Financing & Site Plan Approval (Action)
- VIII. NEW BUSINESS
- IX. ITEMS FROM COMMISSIONERS/STAFF
- X. UPCOMING MEETING DATES
  1. Ashland Senior Advisory Committee – November 4, 2019
    - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
  2. APRC Study Session—November 18, 2019
    - The Grove, 1195 E. Main St, Ashland – 5:30 p.m.
  3. APRC Regular Meeting—November 25, 2019
    - Council Chambers, 1175 E. Main St., Ashland—7:00 p.m.
- XI. ADJOURNMENT

**MINUTES FOR STUDY SESSION**  
**ASHLAND PARKS & RECREATION COMMISSION**  
September 16, 2019  
The Grove, Otte-Peterson Room  
1195 E. Main Street

Present: Commissioners Gardiner (Chair), Landt (Vice-Chair), Bell, Heller, Lewis; Director Black; Senior Services Superintendent Glatt; Parks Superintendent Oxendine, Assistant Sullivan

Absent: City Council Liaison Mayor Stromberg

**CALL TO ORDER**

Gardiner called the meeting to order at 5:30pm

**PUBLIC INPUT**

None

**SIGNS, PLAQUES, AND MEMORIALS POLICY DISCUSSION**

Oxendine reported that staff is seeking input on proposed updates to the Signs, Plaques, and Memorials Policy as recommended by the Current Parks, Conservation, and Maintenance Subcommittee included in the [meeting packet](#).

The discussion included the following points:

- The memorial application program will be made available through an online form and will also include an online map that identifies current memorials sites, available memorial sites and sites where an amenity that could contain a memorial is desirable
- Discussion on the section of the policy regarding an endowment include the following points:
  - The Ashland Parks Foundation (APF) does not currently have any endowments established
  - Endowments are typically created for a specific purpose where the proceeds of the investment are expended for that specific purpose while keeping the principle intact
  - Donations made to APF that are made for a specific project are considered restricted funds and are not an endowments. These restricted funds could be spent entirely on the specified project
  - An endowment for the maintenance of the Japanese Lantern recently approved to be installed in Lithia Park may be created by the donor of the sculpture
  - The justification for altering this section of the policy is because it referenced an endowment fund that does not exist
  - Black stated this is the only APRC policy that references an endowment and that is likely because endowments are gifts from individuals who would typically direct the purpose donation to APRC
- The language in the policy in section VI.B regarding process should clearly state that that Non-Standard Memorials will go to the Current Parks, Conservation, and Maintenance Subcommittee for a recommendation to Commissioners. Commissioners will make a final decision on Non-Standard Memorials

- The following items were discussed regarding Section VIII relating to a 10-year time period and moving plaques to a central location
  - The 10-year time period would be instituted for Standard Memorials only
  - Landt suggested retiring the memorials based on the life of the item memorialized rather than a set time frame
  - Oxendine reiterated that the donors would be provided the ability to renew the memorial prior to retiring it after 10 years
  - The possibility of building a wall where memorials would be retired was discussed
  - Landt raised concerns about moving plaques to a central location without donations being made. If a donor would like a memorial in perpetuity, they should be required to make the appropriate donation based on the donation amount of 10 year increments
  - Heller advocated for a wall or central location where plaques can be relocated
  - Black reiterated that one of the intents of a memorial program is to benefit APRC and not become a burden. The time limit and relocation to a central location is a way to move away from indefinite memorials on amenities, such as benches, that require ongoing maintenance at the cost of APRC
  - Landt stated that current plaques could be retired to a central location, but moving forward plaques should not move to a central location, which could add to the overall maintenance burden of the Parks Division
  - There are a limited number of benches in Lithia Park that can be memorialized. Setting a time limit on memorials allows others to place memorials, while providing a benefit to APRC by having donors pay for maintaining amenities in parks
  - Black clarified that the structure of the current memorial program is operating at a loss. This proposal allows a transition out of maintaining memorials in perpetuity, which has been the practice to date
  - Heller stated the proposal to move plaques to a central location allows people of all economic backgrounds an opportunity to memorialize loved ones for extended periods of times rather than only those who are able to afford the cost of rededicating the memorials every ten years
  - Landt stated that of the process moving forward is that the memorial is not in perpetuity. The plaque would remain in place as long as the amenity is in good condition. Once the amenity requires repair or replacement the current memorial could be extended for the price if repair and replacement or made available for another donor
  - Bell stated that some amenities could remain in good repair for upwards of 100 years, which could be problematic
  - Black suggested that language be included that states the plaque will remain in place as long as it is in good repair, which is generally 10 years
  - Bell stated another goal of this program is to standardize amenities and replace existing amenities with more durable models
  - Heller stated that a fixed time frame will allow others in the community opportunities to memorialize loved ones over time as current available memorial sites are adopted
  - Standard Memorial amenities currently include benches, picnic tables, BBQs, drinking fountains and bear cans
- Gardiner stated it would be more difficult to administer the program without the 10 year time limit
- Black stated that if the timeframe is longer than 10 years the required donation amount should be reevaluated

- Landt reiterated that moving plaques to a central location such as a wall could create maintenance issues for the Parks Division into the future
- Lewis stated that many other organization utilize memorial walls and this practice allows for plaques to be cycled out of the park and provides maintenance funds for existing and desired amenities making the program more utilitarian
- Landt recommended that the Section III.H regarding the cost of establishing a memorial should include the the full costs of installing the amenity and plaque as well as maintenance costs associated with the memorial itself and general parks maintenance activities
- There will be instances moving forward where certain plaques that memorialize people that have made a significant contribution to the City of Ashland or the parks system will be memorialized in perpetuity or on amenities not identified as a Standard Memorials. These memorials would be handled as Non-Standard and the specified timeframe outlined for Standard Memorials would not apply. The plaque for Marjorie O'Harra is an example of such a person
- Landt suggested researching other municipalities to identify how other programs are managed and reiterated the need to reduce maintenance costs over time
- For current Standard Memorials, the ten-year time frame would start upon adoption of the policy
- Lewis reiterated that the main reason the review was initially undertaken was to ensure that APR recoups the costs of installing memorials
- Since this policy does not address signs in parks, direction was given to have this policy only pertain to memorials and create a separate sign policy
- The attached Standard Park Memorial Administrative Procedures document is a guiding document for staff that outlines technical specifications for amenities and plaques when installing memorials. This document also lists the costs of memorials for existing and new amenities. All amenities are being geolocated and identified as to whether the amenity meets these guidelines so nonconforming amenities can be updated when next adopted as a memorial
- Section VI.B.1.b should be edited to reference the Standard Park Memorial Administrative Procedures document rather than the stated Standard Park Memorial Guidelines. Review of the memorials for compliance with this policy should also be included

## IPM POLICY DISCUSSION

Oxendine opened the discussion on the [Integrated Pest Management Policy \(IPM\)](#), included in the [meeting packet](#), to identify potential changes to be included in the IPM annual review scheduled for September 23, 2019. Oxendine would like to discuss the No Spray Policy referred to in the IPM policy. Staff has been unable to clearly identify this policy. Oxendine stated that in his view, the IPM policy is essentially a no spray policy that allows for exemptions to be granted by Commissioners for special circumstances.

The discussion included the following points:

- Heller stated Bee City groups would like the policy to specifically state neonicotinoids are not being used, which is currently the case
- Black stated that practice if listing specific policy revisions at the end of policies, such as on page 9 of the IPM, will not be used going forward. Any updates to policies will be folded into the language of the policy itself.
- Landt recommended that the policy should clearly state at the beginning of the document that APRC does not use synthetic herbicides unless there has been a specific exemption made by Commissioners
- The current policy uses inconsistent terms when referring to chemically synthetic herbicides/pesticides. This will be addressed in the policy revision by defining the term and using it uniformly

- Landt stated that the his reference to a No Spray policy is outlined in the revision made on 2/28/2011. This revision should be edited to state that Commissioners “directed” rather than “authorized” staff...
- The application standards in the Policy use the term “last resort” is inconsistent with the revision made on 2/28/2011. This and other inconsistencies are a result of listing revisions at the end of the policy, which will no longer be used to track revisions
- Staff will work on draft revisions to the IPM policy and will present to the Commissioners at a future date
- Exemptions to the IPM policy will not be listed in the policy itself. Exemptions will be recorded in an addendum. The poison oak exemption has never been used and could be pulled from allowed exemptions

Oxendine will give the annual IPM presentation at the next Regular Meeting. A report on organic pesticides will be included in the presentation.

#### **ITEMS FROM COMMISSIONERS AND STAFF**

In response to an inquiry from Heller, Black stated an update on the Japanese Garden will be made in October

In response to an inquiry from Landt, Black stated the Trails Master Plan will be added to a meeting agenda in the next few months

Sullivan relayed an invitation from Terry Doyle for a site visit and a preview of the sculpture of the Japanese Lantern

Gardiner attended the Forest Lands Commission meeting last Tuesday and reported on a recent rule change at the federal level that allows electric bicycles on trails where regular bicycles are allowed. This rule will not impact APRC managed trails

Black stated he will work on APRC approaching the Forest Lands Commission to make a recommendation to the Park Commissioners on the proposed the low angle mountain bike trail through Lithia Park

Gardiner mentioned an article in the Mail Tribune on the Medford Aquatic Center proposal

Black stated the recommendation from the Pool Ad-Hoc Committee does not address funding. Black will present on this topic at the October Study Session

#### **ADJOURNMENT**

The meeting adjourned at 7:26 pm

Respectfully Submitted  
Sean Sullivan  
Office Assistant II

**MINUTES FOR REGULAR BUSINESS MEETING**  
**ASHLAND PARKS & RECREATION COMMISSION**  
September 23, 2019  
Council Chambers, 1175 E. Main Street

Present: Commissioners Gardiner (Chair), Landt (Vice Chair), Bell, Heller, Lewis; Director Black; Recreation Superintendent Dials; Parks Superintendent Oxendine; Senior Services Superintendent Glatt; Manager Flora; Analyst Kiewel

Absent: City Council Liaison Mayor Stromberg

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**APPROVAL OF MINUTES**

APRC Study Session – August 19, 2019

**Motion:** Landt moved to approve the Minutes from August 19, 2019 as provided by staff. Heller Seconded.

**Vote:** The vote was all yes

APRC Regular Meeting – August 26, 2019

**Motion:** Landt moved to approve the Minutes from August 26, 2019 as provided by staff. Bell Seconded.

**Vote:** The vote was all yes

PUBLIC FORUM.

**Brian Almquist of Ashland** spoke regarding support for Lincoln School playground. He also stated that the parks look better than they have in a long time.

**Melissa Mitchell-Hooge of Ashland** spoke regarding Lincoln School playground. She would like to see an Inter-Governmental Agreement with APRC and the Ashland school district to keep Lincoln school playground a public park. Please see attached public comment.

**David Subia of Ashland** spoke regarding the Golf Course being a site for a new swimming pool.

**ADDITIONS OR DELETIONS TO THE AGENDA**

None

**CONSENT AGENDA**

1. Subcommittee Minutes Acknowledgment
  - Current Parks, Conservation, and Maintenance Subcommittee, June 17, 2019
  - Pool Ad-Hoc Subcommittee, August 7, 2019

**Motion:** Landt moved to approve the Consent Agenda. Lewis Seconded

**Vote:** The vote was all yes

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

## 2. Pool Ad-Hoc Committee Recommendations (Action)

Rebecca Kay and Matt Miller from the Pool Ad-Hoc Committee presented ([see Attachment I](#)). The presentation included the following points:

- A brief history of pools in Ashland.
- With the closure of SOU pool Daniel Meyer Pool has had increased usage.
- Repairs are increasing due to the age of the pool.
- Conducted an Aquatic needs analysis and held listening sessions in Feb and Mar 2019. Community desires were a 25 x 25-yard pool to accommodate more activities, activities for all age groups and limiting the cost for Ashland tax payers.
- Site Analysis considered several locations and determined that the current Daniel Meyer Pool site is the best option.
- The Ad-Hoc Committee is recommending replacing the current Daniel Meyer Pool with a new outdoor 25 yard x 25 meter pool at the current location. Recommendations also include a warming pool and ADA access.
- The Committee gave supplemental recommendations including that the pool be operational year-round.
- Matt Miller read the following to be added to the final recommendations
  - A recent survey of Oregon aquatic facilities shows that 89 of the 104 cities in Oregon with a population of 4,000 residents or larger have access to a year-round public pool within 30 minutes of driving. Ashland, with a population of 20,733 residents, does not. In fact, there is no year-round public pool in the Rogue Valley. For comparison, Astoria, with a population of 9632, has four year-around public pools; Madras, with a population of 6552, has three year-round public pools; and La Grande, with a population of 12,999, has two year-round public pools. Corvallis and Albany, with populations of 56,224 and 52,007 respectively, are separated by only about 10 miles and both have indoor, year-round aquatic facilities with 50-meter pools and additional recreational pools.

Flora reviewed the staff report including in the [meeting packet](#).

### Public Comment

**Paul Rostykus** spoke in support of an aquatic facility in Ashland and stressed the importance of children learning to swim.

**Glenna Stilles** spoke representing Water Polo. She stated there is nowhere to compete in Ashland and must travel for matches. Spoke in support of a new pool and would like to see it double deep to accommodate more activities.

**Mary Downs** spoke about being a youth swimmer in Ashland and the hardships of having practice late. Spoke in support of a new pool.

**David Subia** spoke in support of an indoor pool facility at a different location closer to the freeway. Thinks the current location is too crowded. Suggested the Golf Course would be a good location for a new indoor pool.

**Pam Dows** is a swim coach with Superior Swimmers and feels there is enough interest in Ashland for a competition pool.

**Celeste Marokus** spoke in support of a community pool. She spoke to the benefits of swimming and that it is a multi-generational activity.

**Brandon Ross** spoke about swimming as a life skill and a multi-generational sport. Spoke in support of a new facility.

**Harry Ross** spoke about being a Water Polo player and is in support of a new facility. Discussed that it is a hardship to practice late.

**Mark Heller** thanked APRC for keeping aquatics going in Ashland after the closing of the pool at SOU. He spoke to the current condition of Daniel Meyer Pool and is in support of the Ad-Hoc Committee recommendations.

Discussion on the topic included the following points:

- Bell asked about funding regarding the recommendations for a new pool. Black mentioned funding will be discussed at the next meeting.
- Heller spoke about the importance of other community stake holders including SOU and the Ashland School District. Black discussed that this recommendation would be replacing a community pool for APRC.
- Lewis asked for clarification about a double deep pool. Miller explained that this is a type of pool that is deep at both ends.
- Landt asked is we had a CIP budget for the DMP project. Black explained that the Daniel Meyer Pool is an approved CIP project and funding sources will be discussed at the next meeting.
- Heller asked about timeframe and Black said this would be discussed at the next meeting.

**Motion:** Landt Moved to accept the recommendation of the Pool Ad Hoc Sub Committee with changes including adding number three to include the information regarding other Oregon cities under assessment and changing the supplemental recommendation number two to B. Heller Seconded.

**Vote:** The vote was all yes

The changes made to the recommendation per the motion are reflected in [Attachment II](#).

### 3. Integrated Pest Management (IPM) Annual Review (Information)

Oxendine presented a yearly update to the IPM (see [Attachment III](#))

The presentation included the following points:

- Parks Operations is focused on healthy urban forests, mulching, and mechanical trimming.
- Recently acquired battery powered equipment including blowers and trimmers.
- The APRC Volunteers Program had 6,014 volunteer hours of weed pulling for the 2018/19 year.
- Parks staff have tested some Organic Materials Review Institute (OMRI) listed products. There are still risks associated with organic pesticides. Currently staff is limited to only using OMRI listed products.
- Invasive species are a concern on APRC properties.
- Discussed current IPM exemption areas including the North Main entryway for staff safety, North Mountain Park Sports Fields, and Oak Knoll Golf Course.
- New innovations - Audubon Credential for Oak Knoll Golf Course, Ashland Creek Park Fleur de Lawn test program, Organic land management program test sites, composting, and propagation programs.

Discussion on the topic included the following points

- Landt discussed that in 2011 when the IPM policy was created it did not address healthy soil and should be explored further.
- Black mentioned using the new innovations at Ashland Creek Park as a test site.
- Bell asked if we have used corn cloth instead of black plastics. Oxendine said we have not used corn plastic, but discussed that organic plastics break down into smaller pieces and this can be problematic.
- Black mentioned the IPM Policy will be discussed at a future meeting.

#### ITEMS FROM COMMISSIONERS/STAFF

Landt asked for an update regarding the Trails Master Plan. Black said it would come back to the Commission in October.

Landt asked if APRC could get a report regarding the status of the Community Center repairs from the City. Black stated he would bring that information back to the Commission.

Black will give the Commission an update regarding the Lincoln School Playground regarding discussions with Ashland School District.

Dials mentioned applications for the Recreation Division Advisory Committee (RDAC) are being accepted until Oct. 15, 2019 5:00 pm. Dials announced the Bear Creek Salmon Festival will be October 5at North Mountain Park.

Gardiner updated the Commission regarding the art installation of the Japanese Lantern from Terry Doyle. Installation will be before next June and a new location was selected which still meets the guidelines of the Commissions approval.

#### **UPCOMING MEETING DATES**

4. Ashland Senior Advisory Committee – October 14, 2019
  - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
5. Golf Course Subcommittee – October 8, 2019
  - Oak Knoll Golf Course, 3070 Hwy 66—2:00 p.m.
6. APRC Study Session—October 21, 2019
  - The Grove, 1195 E. Main St, Ashland – 5:30 p.m.
7. APRC Regular Meeting—October 28, 2019
  - Council Chambers, 1175 E. Main St., Ashland—7:00 p.m.

#### **EXECUTIVE SESSION (pursuant to ORS 192.660(2)(e))**

The executive session was called to order at 9:09 pm . the executive session adjourned at 9:17 pm.

#### **ADJOURNMENT**

The meeting adjourned at 9:17pm.

Respectfully Submitted,  
Tara Kiewel  
Administrative Analyst

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Julian Bell



Michael A. Black, AICP  
Director

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## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Michael Black, Director

**DATE:** October 23, 2019

**SUBJECT:** Consent: Subcommittee Minutes Acknowledgement

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The following minutes are being submitted for acknowledgement by the Commission.

- Ashland Senior Advisory Committee (ASAC), August 12, 2019

### Possible Motion

I move to acknowledge the subcommittee minutes as submitted

City of Ashland  
PARKS AND RECREATION COMMISSION (APRC)  
ASHLAND SENIOR ADVISORY COMMITTEE (ASAC)  
Meeting Minutes  
August 12, 2019

Committee Members Present:

- Anne Bellegia
- Rob Casserly
- Mike Hersh, acting Chair
- Sandy Theis
- Mike Gardiner

Staff Members Present:

- Isleen Glatt
- Sean Sullivan

Committee Members Absent:

- Mary Russell-Miller
- Stef Seffinger

**CALL TO ORDER**

Theis called the meeting to order at 3:30pm

**OPENING**

Glatt introduced Corey Whitaker who recently started as the Senior Services Office Assistant II.

**APPROVAL OF MINUTES**

Hersh/Bellegia m/s to approve the minutes from July 8, 2019. Voice vote – All AYES.

**ADDITIONS OR DELETIONS TO AGENDA**

None

**PUBLIC INPUT**

Jackie Bachman thanked the committee for their work and praised the programs offered by the Senior Services Division.

**PROPOSED REVISIONS TO THE ASAC BYLAWS**

Glatt reviewed the staff memo included in the [meeting packet](#) which details the proposed changes to the ASAC bylaws to allow for the increase in maximum allowed ASAC members as authorized by the Commission on July 29, 2019.

**Motion:** Gardiner moved to approve the changes to the ASAC bylaws as presented in the staff report. Seconded by Hersh. Voice vote – ALL AYES.

Glatt stated the next step is to identify & recruit potential ASAC members in the fall. The changes to the bylaws will be sent to the Commission for acknowledgement.

**PROGRAM STATISTICS FOR FY 2018-2019**

Glatt reviewed the materials included in the meeting packet. On average there are 1,200 visits per month to the activities and services of the Senior Services Division. It was noted that the table does not include monthly Food and Friends attendance, because they provide annual data only. They average 1,300 meals served monthly (~650 onsite meals and ~750 offsite meals).

Starting in September of 2018, Glatt implement consistent tracking of all information and referral contacts by staff. Glatt clarified that the statistics reflect both brief information and referral contacts and more intensive resource consultations by staff. Brief information and referral can take from two to twenty minutes and can include class registration or referring patrons to an outside service provider. Resource consultations are scheduled, one-hour

appointments for people with more complex needs. For seniors with the very complex needs, staff frequently refer to RVCOG's Aging and Disability Resource Connection (ADRC); ADRC is able to provide a series of home visits to assist people identifying their options for care or support and implementing changes.

Glatt also reported that the City senior utility discount and winter assistance (ALIEP) is currently being processed through City of Ashland Utility Billing, but Senior Service Division (SSD) staff are being trained and will provide application assistance to senior and disabled customers at the SSD office.

Multiple committee members stated it would be desirable to identify a process to better capture unique visitor data, such as a membership system.

## **BRAINSTORM FUNDRAISING OPTIONS**

A membership fee for Ashland Senior Center is sometimes suggested to increase revenue and sustainability. Glatt researched senior centers in the region who have a membership program: Central Point charges \$15 per year for memberships; Medford charges \$30; Roseburg charges \$24. However, a membership for Ashland Senior Center is controversial and may create a barrier for low-income participants. Glatt proposed instead a tiered donor membership system that would provide some sort of benefit similar to area non-profits.

Discussion on this topic included the following points:

- Concerns were raised about creating a sense of discrimination based on income/wealth status.
- Hersh suggested utilizing a membership system that is free that could then track patron usage stats. Memberships could include benefits such as: raffle tickets, community discounts and program cost discounts. Hersh stated he would be willing to seek donations to fund a member scanning system if staff provided a clear fact sheet and budget. Glatt will look into the costs of a scanning system.
- Glatt clarified that the budget includes the expectation to increase revenue for sustainability, and that this brainstorm session could help identify sources to meet revenue goals.
- Seeking donations from individuals or businesses was proposed as a fundraising activity. ASAC members could be responsible for direct solicitation.
- Glatt has generated many business sponsorships to defray costs of Senior Services Division activities. Casserly agreed that seeking sponsorships is worthwhile and suggested increasing these efforts.
- Creating a fundraising arm such as the Friends of the Library was suggested. It was clarified that it is possible to collect donations through the Ashland Parks Foundation, a 501(c)3, which has dedicated funds for Senior Service Division programs.
- Glatt clarified that she is not proposing a full-scale fundraising program, which would require dedicated development staff. Staff will explore grants as time permits.
- Gardiner and Casserly suggested continuing to look into implementing some sort of membership program which could potentially start out as free and move towards a revenue generating program.
- Bellegia suggested that starting with a capital campaign (eg: for an additional classroom portable) would be the best way to begin building a list of donors who might continue to contribute to an annual campaign in future years.

Glatt thanked the committee for their input and suggested more discussion in the future.

## **SUBCOMMITTEE REPORTS**

### **a. Public Awareness**

Russell-Miller was not present to report. Bellegia reported on the OLLI open house where 600 people attended. Coordinator Mettler staffed a table to promote Senior Services Division programs. The OLLI Community Partner Directory handed out to all participants included a page on Senior Service Division and the Senior Center.

### **b. Education Programs (Glatt)**

Glatt reported on behalf of Coordinator Mettler who has scheduled the following events:

- Oregon Relay/TDAP on free assistive devices – September 18
- Providence Medical on fall prevention – September 25
- Jackson County Veteran's Services November 13, the week of Veterans' Day.

The *City Source*, a news bulletin included with City of Ashland utility bills, has been a successful avenue for publicizing events to Ashland seniors.

There have been discussions about making the Education Committee ad hoc advisors instead. Mettler will continue to utilize Theis and Casserly as resources for education activities.

### **c. Advocacy (Bellegia)**

Bellegia stated that a subcommittee meeting on Thursday will discuss the Age-Friendly Communities application that needs to be completed and submitted.

## **STANDING REPORTS**

### **d. APRC Update, if any pertaining to seniors (Gardiner)**

Gardiner reported that the Daniel Meyer Pool is starting to fail, and the Pool Ad-Hoc Committee has one more meeting to finalize a recommendation to the Commission on how to move forward. Black reported that changes will be made to the pool. The Senior Center facility will not be impacted, and there may be opportunities to improve connections between the Senior Center and the Daniel Myer Pool.

### **e. City Council Update, if any pertaining to seniors**

Seffinger was not present to report. Jackie Bachman of Ashland reported that she will be a member of the new downtown revitalization committee and will be representing the interests of seniors and the homeless.

### **f. Senior Services Superintendent Report (Glatt)**

In addition to the report included in the meeting packet, Glatt reported on work to update policies including the need for all volunteers and instructors to undergo a background check. Background checks are a requirement for coverage by the City of Ashland's liability insurance. Some volunteers and instructors are uncomfortable with this unfamiliar process and require reassurances and explanation as to why this is being implemented.

## **ITEMS FROM ASAC MEMBERS**

Hersh recommended targeting the Mail Tribune for press coverage as many seniors in Ashland subscribe to the Tribune rather than the Tidings.

## **UPCOMING MEETINGS**

- a. Monday, September 9 – CANCELLED
- b. Monday, October 14, 3:30-5:00pm, at Ashland Senior Center, 1699 Homes Ave
- c. Monday, November 4, 3:30-5:00pm, at Ashland Senior Center, 1699 Homes Ave

## **Adjournment – 4:59pm**

Respectfully submitted,  
Sean Sullivan, Office Assistant II  
Ashland Parks and Recreation Commission

# ASHLAND PARKS & RECREATION COMMISSION

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## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Michael Black, APRC Director

**DATE:** October 23, 2019

**SUBJECT:** Japanese Garden Project

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### SITUATION

The Ashland Parks Foundation and the donor for the Japanese Garden renovation have proposed an amendment to the approved Japanese Garden Plans. Staff has presented this amendment to the public and Parks Commissioners at the October 21, 2019 Study Session meeting. This report is being prepared by staff as a preface to the recommendation for the approval of the amendment.

### BACKGROUND

The Japanese Garden plans were originally approved in January of 2019. Soon after the approval, which included the removal of two 100-year old Douglas fir trees, the plans for the garden were put on hold by the donor and the Ashland Parks Foundation who were funding the project. Placing the plans on hold was done to evaluate all the options for the plan. Now, after all the options for the plan have been evaluated by the donor and the Ashland Parks Foundation, the plan has returned to us with some amendments.

The amendments to the plan are limited to the area surrounding the 100-year old Douglas fir trees. This area was previously slated to be a bamboo garden, which required the removal of the Douglas firs. The new plan incorporates the two Douglas firs and the plans for the bamboo garden have been scrapped.

The following is a list of the items that have been amended in the current plan:

1. Douglas firs remain at northeast corner
2. Bamboo at the northeast corner is eliminated
3. Block wall which extends west from the sidewalk over roots of Douglas firs is partly eliminated to protect Douglas fir root systems

4. Minor changes have been made to the entry gate area
5. Handwash basin added to the entry features near Douglas fir trees
6. Small bamboo fence added to Douglas fir area
7. Space has been set aside at the entry for an information booth
8. A step stone path has been added to the Douglas fir area
9. The southern boundary of the garden is being expanded about two feet to accommodate some movement with other items on the interior of the garden

## **ANALYSIS**

With the new plan, the major emphasis of the amendment is the protection of the two Douglas firs. The trees will be incorporated as part of the garden; however, great care will have to be taken to ensure that the trees are protected. A specialized tree protection plan will need to be created for the Douglas fir grove by a licensed arborist and an arborist will be required to monitor the protection of the trees throughout the project and especially while excavation is taking place.

### **Cost of the Garden Renovation**

The Foundation is prepared to cover up to \$1,300,000 of expenses related to the design and renovation. The grant of \$1,300,000 is enough to cover the cost of the renovation. APRC staff will offer support to the construction with in-kind matches associated with some onsite labor and the use of some of APRC's equipment.

In addition to the cost of the construction, APRC will also be concerned with the increased cost of maintenance for the enhanced garden. Currently, the cost of maintenance and materials for the garden is estimated at \$20,000 per year. APRC has budgeted to cover those expenses and we will continue to do so as part of Lithia Park.

It is anticipated that the cost of maintenance of the garden will increase almost four times, making the new expense for the garden between \$70,000 and \$80,000 per year. The Donor and the Ashland Parks Foundation agree to enter into an agreement to pay \$60,000 per year for a period of ten years toward regular maintenance costs of the Japanese Garden

In summary, expenses are expected to increase immediately upon the opening of the new Japanese Garden. Those expenses could grow from \$20,000 per year to approximately \$75,000 per year. With an annual donation of \$60,000 per year for ten years from the Ashland Parks Foundation, coupled with the \$20,000 per year from the APRC budget. Staff is comfortable that the increase in maintenance will not cause an undue hardship on the budget.

### **Tree Protection Area**

We have attached a map showing the area of disturbance for the Japanese Garden project. There are several trees that will be retained within the boundary of the Japanese Garden and those will have a specific tree protection plan to be completed by the APRC Arborist. The area outside of the garden, including the Boy Scout Grove, will be included in a comprehensive tree protection plan to ensure that there are no unintended detrimental secondary effects from the garden construction upon adjacent trees.

## **Conclusion**

The full plan for the Japanese Garden was approved in January of 2019. Unfortunately, the plan was put on hold by the donor due to controversy over removing two 100-year old Douglas fir trees. At the time, the removal of the Douglas fir trees was the only major point of consternation over the plan. In fact, the matter caused a split decision with the Commissioners producing a 3-2 vote to approve the plan. A new plan has been proposed that only slightly modifies the Japanese Garden plans by eliminating the bamboo garden and retaining two existing trees; however, the impact of the change is immense considering this was the item that divided the community on their support for the garden.

The plan was able to be reworked to accommodate the trees, retaining them in place and incorporating them into the garden plan. With the proposed conditions of approval, ensuring the trees are protected, I believe that the Japanese Garden has become a win-win situation for the community of Ashland – the beloved Douglas fir trees are no longer in jeopardy and the Japanese Garden can continue.

## **Proposed Conditions of Approval**

1. All twelve of the Douglas Fir trees in the “Boy Scout Grove” shall be retained, including the two within the boundary of the proposed Japanese Garden.
2. A special tree protection plan shall be created to protect the entire Doug Fir grove. The plan is yet to be completed; however, the following must be contained within the plan:
  - a. Construction and any other work within the drip line of the Douglas Fir Boy Scout Grove would only occur as recommended by certified arborists with the goal of maximizing protection for these trees above and below ground.
  - b. The exception to the above being that the area within the drip line south of the existing north south sidewalk by the Douglas fir trees may require root disturbance to gain ADA access and other reasons.
  - c. It is understood that work in this area would include supervision by certified arborists but reasonable measures to allow Garden construction and planting work would be allowed.
3. The “Bamboo Forest” area near the Douglas Fir trees from the original plan shall be eliminated from the approved Japanese Garden plan.
4. A comprehensive tree protection plan will be implemented by the Ashland Parks Arborist for the area outside of the proposed garden for areas adjacent to, or with potential impact from the proposed construction project.
5. The construction of the project is being funded completely by the Ashland Parks Foundation and any contributions from Ashland Parks and Recreation will be through in-kind labor, project management and equipment usage.
6. Staff shall work with Ashland Parks Foundation and the donor to secure a contract for a ten-year period for a monetary maintenance contribution of up to \$60,000 per year.

## **Recommendation**

Staff recommends that the proposed amendment to the Japanese Garden plan be approved with the conditions detailed above.

Possible Motion: I move to approve the amendment to the Japanese Garden as presented by staff with the conditions of the staff report (or as amended).



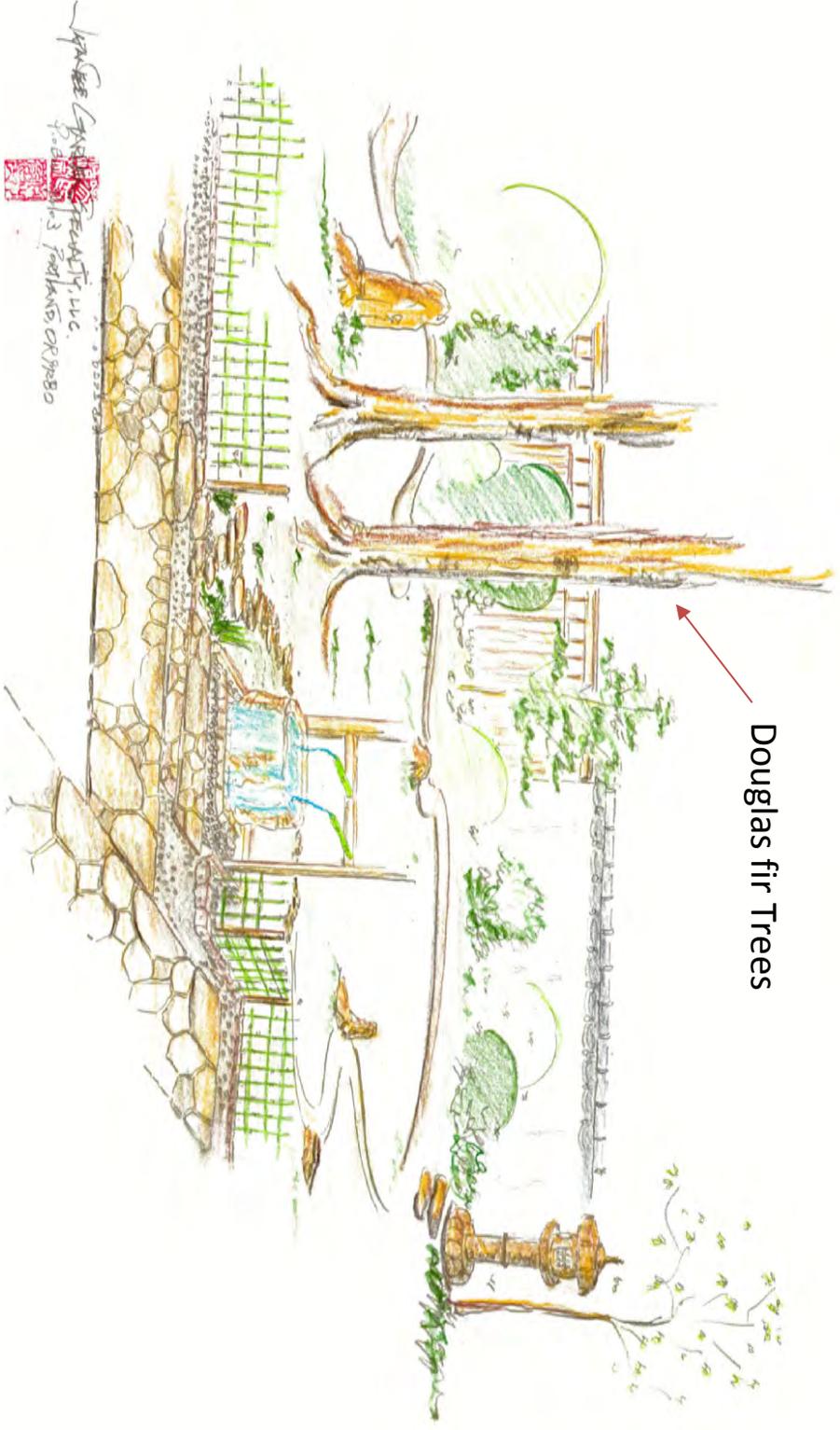
Arden D. Miller Park - Jennifer Lee

For Design - INTER-DISCIPLINARY

2013-2014



Douglas fir Trees



Arden D. Miller Park  
Jennifer Lee  
For Design - INTER-DISCIPLINARY  
2013-2014



ANALISIS LINDAS BOKI IMPERVISI GARDEN GIVE POKOK



Area of Amendment

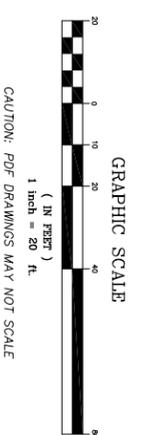


TREE TYPE IF SPECIES IS UNKNOWN  
 CN = CONIFER  
 DEC = DECIDUOUS

| TREE# | TYPE    | DIAMETER | DRIP LINE |
|-------|---------|----------|-----------|
| 1     | FIR     | 24"      | 18'       |
| 2     | DEC     | 6"       | 6'        |
| 3     | DEC     | 8"       | 8'        |
| 4     | DEC     | 12"      | 10'       |
| 5     | DEC     | 15"      | 12'       |
| 6     | DEC     | 15"      | 12'       |
| 7     | MAPLE   | 16"      | 16'       |
| 8     | FIR     | 30"      | 22'       |
| 9     | FIR     | 30"      | 24'       |
| 10    | DEC     | 15"      | 15'       |
| 11    | DEC     | 15"      | 14'       |
| 12    | DEC     | 15"      | 14'       |
| 13    | CUN     | 4"       | 4'        |
| 14    | GINKGO  | 20"      | 20'       |
| 15    | MAPLE   | 10"      | 11'       |
| 16    | TOPIA   | 3"       | 2'        |
| 17    | TOPIA   | 3"       | 2'        |
| 18    | DEC     | 7"       | 7'        |
| 19    | CUN     | 6"       | 6'        |
| 20    | GINKGO  | 16"      | 15'       |
| 21    | GINKGO  | 16"      | 15'       |
| 22    | CUN     | 14"      | 12'       |
| 23    | CUN     | 9"       | 7'        |
| 24    | CUN     | 9"       | 7'        |
| 25    | DEC     | 12"      | 12'       |
| 26    | MAPLE   | 10"      | 10'       |
| 27    | GINKGO  | 13"      | 12'       |
| 28    | DEC     | 14"      | 14'       |
| 29    | DEC     | 15"      | 14'       |
| 30    | DEC     | 16"      | 14'       |
| 31    | DEC     | 6"       | 6'        |
| 32    | CUN     | 10"      | 8'        |
| 33    | DEC     | 14"      | 14'       |
| 34    | CUN     | 12"      | 10'       |
| 35    | CUN     | 5"       | 6'        |
| 36    | CUN     | 5"       | 10'       |
| 37    | DEC     | 8"       | 10'       |
| 38    | CUN     | 12"      | 12'       |
| 39    | DEC     | 17"      | 18'       |
| 40    | LINDEN  | 25"      | 27'       |
| 41    | DEC     | 24"      | 18'       |
| 42    | DEC     | 24"      | 18'       |
| 43    | CEDAR   | 36"      | 38'       |
| 44    | SYCAM   | 18"      | 15'       |
| 45    | SYCAM   | 18"      | 15'       |
| 46    | SYCAM   | 18"      | 15'       |
| 47    | SYCAM   | 18"      | 15'       |
| 48    | FIR     | 36"      | 30'       |
| 49    | FIR     | 36"      | 24'       |
| 50    | FIR     | 36"      | 24'       |
| 51    | FIR     | 36"      | 24'       |
| 52    | FIR     | 20"      | 18'       |
| 53    | DEC     | 7"       | 7'        |
| 54    | DEC     | 7"       | 7'        |
| 55    | HEAD    | 8"       | HEAD      |
| 56    | DEC     | 12"      | 10'       |
| 57    | FIR     | 48"      | 22'       |
| 58    | DMK     | 12"      | 12'       |
| 59    | DMK     | 3"       | 5'        |
| 60    | DEC     | 3"       | 5'        |
| 61    | DEC     | 3"       | 5'        |
| 62    | DEC     | 3"       | 5'        |
| 63    | DEC     | 3"       | 5'        |
| 64    | DEC     | 12"      | 15'       |
| 65    | DEC     | 12"      | 15'       |
| 66    | DEC     | 12"      | 10'       |
| 67    | DEC     | 13"      | 20'       |
| 68    | CEDAR   | 72"      | 20'       |
| 69    | FIR     | 20"      | 24'       |
| 70    | CUN     | 86"      | 12'       |
| 71    | CUN     | 86"      | 12'       |
| 72    | DEC     | 11"      | 12'       |
| 73    | DEC     | 11"      | 12'       |
| 74    | DEC     | 8"       | 10'       |
| 75    | CUN     | 16"      | 10'       |
| 76    | CUN     | 5"       | 5'        |
| 77    | DEC     | 10"      | 15'       |
| 78    | DEC     | 10"      | 15'       |
| 79    | DEC     | 4"       | 5'        |
| 80    | DEC     | 3" GROUP | 18'       |
| 81    | DEC     | 2"       | 26'       |
| 82    | DEC     | 16"      | 16'       |
| 83    | DEC     | 16"      | 16'       |
| 84    | DEC     | 4"       | 5'        |
| 85    | DEC     | 4"       | 5'        |
| 86    | DEC     | 12"      | 12'       |
| 87    | DEC     | 12"      | 12'       |
| 88    | CUN     | 8"       | 8'        |
| 89    | DEC     | 8"       | 8'        |
| 90    | DEC     | 10"      | 10'       |
| 91    | CUN     | 6"       | 6'        |
| 92    | CUN     | 24"      | 12'       |
| 93    | CUN     | 24"      | 12'       |
| 94    | CUN     | 24"      | 15'       |
| 95    | CUN     | 18"      | 12'       |
| 96    | DEC     | 7"       | 8'        |
| 97    | CUN     | 24"      | 18'       |
| 98    | DEC     | 5"       | 3'        |
| 99    | DEC     | 4"       | 6'        |
| 100   | FIR     | 36"      | 16'       |
| 101   | FIR     | 36"      | 16'       |
| 102   | DEC     | 19"      | 20'       |
| 103   | DEC     | 24"      | 16'       |
| 104   | DOUBLER | 20"      | 8'        |



**TOPOGRAPHIC SURVEY**  
 JAPANESE GARDEN  
 LITHIA PARK  
 ASHLAND, OREGON  
 ASHLAND PARKS FOUNDATION  
 340 SOUTH PIONEER STREET  
 ASHLAND, OREGON 97520



| ROCK# | DIMENSION   | COMMENTS           |
|-------|-------------|--------------------|
| R1    | 20"x24"x12" | TYPICAL SPAWN ROCK |
| R2    | 12"x12"x3"  | MENTIONED IN THE   |
| R3    | 16"x12"x3"  | LENGTH             |
| R4    | 12"x12"x3"  |                    |
| R5    | 24"x24"x7"  |                    |
| R6    | 24"x24"x12" |                    |
| R7    | 30"x30"x12" |                    |
| R8    | 30"x30"x12" |                    |
| R9    | 30"x30"x12" |                    |
| R10   | 30"x30"x12" |                    |
| R11   | 30"x30"x12" |                    |
| R12   | 30"x30"x12" |                    |
| R13   | 24"x30"x24" | HAS CATCH BASIN    |
| R14   | 16"x30"x10" |                    |
| R15   | 12"x24"x8"  |                    |
| R16   | 60"x24"x12" |                    |
| R17   | 12"x36"x12" |                    |
| R18   | 12"x36"x12" |                    |
| R19   | 12"x20"x10" |                    |
| R20   | 24"x20"x16" |                    |
| R21   | 20"x8"x6"   |                    |
| R22   | 24"x20"x12" |                    |
| R23   | 24"x20"x12" |                    |
| R24   | 30"x30"x6"  |                    |
| R25   | 20"x20"x10" |                    |
| R26   | 12"x20"x12" |                    |
| R27   | 36"x20"x26" |                    |
| R28   | 24"x15"x15" |                    |
| R29   | 24"x15"x15" |                    |
| R30   | 12"x12"x6"  |                    |
| R31   | 12"x6"x12"  |                    |
| R32   | 12"x15"x12" |                    |
| R33   | 36"x10"x24" |                    |
| R34   | 36"x8"x12"  |                    |
| R35   | 36"x8"x12"  |                    |
| R36   | 18"x24"x18" |                    |
| R37   | 24"x18"x24" |                    |
| R38   | 12"x18"x12" |                    |
| R39   | 12"x16"x16" |                    |
| R40   | 24"x24"x10" |                    |

REGISTERED PROFESSIONAL LAND SURVEYOR  
 PHILIP J. DRUSSIS  
 No. 20718  
 Renewal 12-31-2017

DATE: 08-30-17  
 SCALE: 1" = 20'  
 CONTOUR INTERVAL: 1'

REVISED: 08/30/2017  
 ADDED TREES # 101-104  
 ADDED ROCK # 40  
 EXTENDED SURFACE CONTOURS TO INCLUDE TREES 101-103.

**LEGEND**

- 1990' CONTOUR LINE
- EDGE OF FOOTPATH - VARIABLE SIZED CONCRETE STEPPING STONES
- EDGE OF GRASS
- SIDEWALK
- HAND PLACED COBBLE STONE CREEK BANK SET IN CONCRETE - VARIABLE WIDTH AND HEIGHT
- TOE OF CREEK
- CONCRETE
- CONCRETE SIDEWALK
- COBBLE STONE WALL (VARIABLE HEIGHT)
- OUTLINE OF TREE DRIP LINE
- ROCK (SEE ROCK TABLE)
- TREE (SEE TREE TABLE)
- INFORMATIONAL SIGN
- GROUND ELEVATION

**PROJECT NOTES:**  
 BASIS OF BEARING IS PER FILED SURVEY NUMBER 20649 AT THE JACKSON COUNTY SURVEYOR'S OFFICE.  
 ELEVATIONS ARE DERIVED FROM THE JACKSON COUNTY GIS.  
 NO UTILITIES WERE LOCATED PER THE CLIENT'S INSTRUCTIONS.  
 MANHOLE SIGNS AND TREES WERE NOT LOCATED PER THE CLIENT'S INSTRUCTIONS.  
 CREEK IS MAN-MADE WITH A CONCRETE BOTTOM.  
 A SIGNED AND SEALED PAPER COPY AND A DIGITAL COPY OF THIS SURVEY HAS BEEN PROVIDED TO THE CLIENT. IN THE EVENT OF A DISCREPANCY BETWEEN THE TWO THE PAPER COPY WILL HOLD.  
 CONTOUR INTERVAL IS 1 FOOT.

# ASHLAND PARKS & RECREATION COMMISSION

340 SPIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Julian Bell



Michael A. Black, AICP  
Director

541.488.5340  
AshlandParksandRec.org  
parksinfo@ashland.or.us

## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Michael Black, APRC Director

**DATE:** October 16, 2019

**SUBJECT:** Daniel Meyer Pool Recommendation – Site Plan and Funding Analysis

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### SITUATION

The Parks Commissioners formed a Pool Ad-Hoc Committee (the “PAHC”) to review options for the Daniel Meyer Pool. The formation of this committee was predicated on a perceived need for a new community pool with the City of Ashland. The PAHC met several times and formed a recommendation for the replacement of the Daniel Meyer Pool, which was subsequently approved by the Parks Commissioners. This staff report is intended to provide information to the Commissioners on the implementation process for a new pool.

### BACKGROUND

The PAHC met monthly over the course of a year completing a needs analysis survey and two public listening sessions giving community members opportunities to express their needs for aquatics in Ashland. PAHC analyzed properties throughout Ashland that could potentially serve as locations for new aquatic facilities. During the PAHC process, the Pool facility has continued to rapidly deteriorate causing a premature closure to the 2019 summer season due to hazards created by the failing pool surface. The committee has reviewed all feasible options and developed recommendations that aim to quickly resolve the need for an adequate aquatic facility in Ashland.

### REVIEW OF APPROVED RECOMMENDATION:

The Daniel Meyer Pool is overused and in constant need of repair. The pool was built in 1986 with the intent that it would serve as a seasonal community pool, which would be open just a few months per year for swim lessons, recreation swimming and casual lap swimming. The actual use is much more intense than what it was planned. The pool is open year-round, it is used for competitive sports training and serves a population much larger than what was intended. In reality, the current 25 yard by 15 yard pool is being used as if it were twice the size.

Based on the current state of the Pool and the current demand for use, the PAHC recommended the following as their “primary recommendation:”

1. DMP be replaced with a new 25 yard x 25 meter outdoor community pool, including an attached recreation/therapy alcove, to be located at the current DMP site in Hunter Park
2. Immediate action to plan, design, and construct a new swimming pool supporting the identified aquatic needs of the Ashland community and PAHC Final Recommendations document (attached)
3. APRC address the funding requirements for meeting the Committee’s recommendations in the most appropriate and expedient manner possible
4. APRC seek out non-profit organizations and partners to support the funding and implementation of strategies to improve aquatics in Ashland
5. APRC consider supplemental recommendations detailed in the PAHC Final Recommendations document

The Parks Commissioners approved the recommendations at their September 2019 business meeting. Staff is supportive of recommendation 1, to increase the size of DMP to 25 yards by 25 meters because DMP is so overused at this time. By expanding the size of the pool, we will be able to better accommodate the current user groups. Replacing the pool with new and better infrastructure will address the impact of year-round use and will extend the life of the pool.

Regarding the remaining recommendations, staff is presenting this item to the Commissioners currently to address recommendations two and three. The remaining recommendations (four and five) are ongoing items and will be addressed as we move forward.

## **ANALYSIS**

### *SITE PLAN*

As stated above, it appears appropriate and adequate that the Pool be replaced with a larger (25yX25m) pool. I believe that this is the primary goal of replacing the pool. Accessory to that would be the attached recreation/therapy pool. The current site is large enough that it can accommodate a larger pool without any modifications; however, with some modifications to the site, including the addition of retaining walls, we can conceivably extend the current site to not only accommodate the larger pool, but also to achieve a larger deck area.

The Pool site, not including the bathhouse, is approximately 17,500 square feet (.40 acres). Of that area, the site is divided between the pool area, deck area and landscaping.

I have been working with Jac Nickels, a local architect, who has volunteered his time to help evaluate the site and we have determined that the existing site will accommodate a larger pool (see attached). In order to accomplish this, some minor modifications to the site will need to be made. Those include transitioning away from planter beds within the pool area and expanding north into the parking area, using excess space that exists in the parking lot.

By transitioning away from planter beds within the pool deck area, we can increase usable deck space by at least 15%. Additionally, the parking area to the north of the Pool does not use the area efficiently and by reducing the width of the lot by eight or ten feet, we can increase the usable deck space by another 7% without losing any parking spaces or sidewalks. The increases in deck space allows increased

separation between the existing bathhouse and the pool and maintains the existing separation between the Senior Center and the new, larger pool while still providing enough space for lawn area and preservation of the existing mature trees on site.

The preliminary review of the site plan indicates that the recommendation to build a larger pool with and accompanying therapy pool can be accommodated at the current Daniel Meyer Pool site. It has also been determined that the Senior Center and bathhouse are not physically affected by the site plan for the new pool.

#### *ESTIMATED COST – REMOVAL OF EXISTING POOL AND REPLACEMENT AS RECOMMENDED*

This option removes the existing pool, spa, and pool deck, and provides a completely new swimming pool, taking advantage of the added efficiency and safety of building with all-new components.

Scope of work:

1. Complete demolition of existing pool, deck, and spa structures.
2. Complete demolition of equipment inside the mechanical room will be required due to the increased volumetric recirculation demands. The existing 20-ft x 15-ft room should accommodate the new equipment.
3. Excavate to accommodate new 25-yard x 25M pool and its associated 10'x10'x12' surge tank.
4. Install piping, SSOs, return fittings. Piping will be routed to new surge tank, and to existing equipment room.
5. Backfill excavation and piping trenches with compacted structural fill material, graded to elevations for construction of the new pool floor, pool walls, and deck.
6. Build concrete formwork, install reinforcing steel, and pour concrete pool floor slab.
7. Install Myrtha pool wall, gutter, and floor membrane system with integrated lap lanes and wall targets.

Timeline:

The construction of this project is estimated at approximately four months.

Cost Estimate:

\$2,600,000

#### *ONGOING OPERATIONS COSTS*

The operations of the Daniel Meyer Pool are funded by the Parks General Fund and Revenue from recreation pool fees, pool programs and concessions. It is anticipated that the Pool will be subsidized by the General Fund in the amount of \$91,000 for the 2019 season. Moving forward with the new pool design, staff will be exploring options to decrease energy use and chemical use through newest and best practices. This could have the effect of reducing some utility costs like natural gas, but overall the expenses for the pool will increase.

With a larger and more functional pool, we expect that our general recreation and contract fees will increase, which will bring in more revenue. Additionally, we are expecting that we will be able to provide more programs than we currently offer, which will increase revenue as well. Although we can't completely anticipate all of the expenses or revenues at this point, staff is comfortable suggesting the following information for a potential future budget.

## Current Expense and Revenue

The general categories and current expenses at the Pool are as follows (2019 estimated figures; this does not include any personnel expenses that are budget in other divisions):

|                                   |                  |
|-----------------------------------|------------------|
| 1. Expense                        |                  |
| a. Supplies and Maintenance       | \$65,000         |
| b. Personnel (temp. pool staff)   | \$125,000        |
| c. <b>TOTAL</b>                   | <b>\$190,000</b> |
| 2. Revenue                        |                  |
| a. Pool Programs (inc. contracts) | \$80,000         |
| b. Rec. Swim                      | \$15,000         |
| c. Concessions                    | \$4,000          |
| d. General Fund cont.             | \$91,000         |
| e. <b>TOTAL</b>                   | <b>\$190,000</b> |

## 2021 Projected Expense and Revenue

The following are estimates for expenses and revenues for the new pool, for one season at full operational status.:

|                                   |                  |
|-----------------------------------|------------------|
| 1. Expense                        |                  |
| a. Supplies and Maintenance       | \$103,900        |
| b. Personnel                      | \$150,000        |
| c. <b>TOTAL</b>                   | <b>\$253,900</b> |
| 2. Revenue                        |                  |
| a. Pool Programs (inc. contracts) | \$120,000        |
| b. Rec. Swim                      | \$15,000         |
| c. Concessions                    | \$5,000          |
| d. General Fund cont.             | \$91,000         |
| e. F&B                            | \$22,900         |
| f. <b>TOTAL</b>                   | <b>\$253,900</b> |

The numbers above are estimates only and will be revised as we design and build the pool. In order to move forward with the plans for the pool without burdening future budget cycles, staff is proposing that any gap in revenue be covered by the food and beverage tax income, which does have the capacity to cover the anticipated gap as shown above.

## *CAPITAL FUNDING*

Funding the replacement of the pool is limited to only a couple of options. The first option is to use existing resources, such as Food and Beverage Tax income to secure a revenue bond for ten years to cover the capital expenditure costs. The second option includes seeking a general obligation bond for the capital costs.

I am only recommending one option for securing funding, which is the first – using Food and Beverage Tax resources to secure a revenue bond.

APRC anticipates receiving a projected Food and Beverage Tax income of \$750,000 per year. These funds are generally used for capital projects and purchasing land. The pool replacement project is qualified to use Food and Beverage Tax funds. APRC has used these funds to secure revenue bonds to complete several large projects through the parks system, including Garfield Park and several Lithia Park projects. We have also used these funds to acquire new properties, like the recent purchase of the Hitt Road Property and the Briscoe School Park.

APRC has three current revenue bonds in place that are secured by the Food and Beverage Tax. Those are the Calle resurfacing, Garfield Park improvements and the purchase of Briscoe School. All told, the current encumbrances on the tax income is about \$190,000 per year. The bond payment amounts, and durations of the bonds are detailed in the chart below.

| <b>Food and Beverage Tax Encumbrance until 2030</b> |              |                 |                |               |
|---|--------------|-----------------|----------------|---------------|
|   | <b>Calle</b> | <b>Garfield</b> | <b>Briscoe</b> | <b>TOTAL</b>  |
| <b>2020</b>   | \$ 36,581.26 | \$ 98,239.60    | \$ 50,000.00   | \$ 184,820.86 |
| <b>2021</b>   | \$ 40,931.26 | \$ 98,363.40    | \$ 50,000.00   | \$ 189,294.66 |
| <b>2022</b>   | \$ 40,231.26 | \$ 97,455.40    | \$ 50,000.00   | \$ 187,686.66 |
| <b>2023</b>   | \$ 39,531.26 | \$ 97,515.60    | \$ 50,000.00   | \$ 187,046.86 |
| <b>2024</b>   | \$ 38,831.26 | \$ 97,533.40    | \$ 50,000.00   | \$ 186,364.66 |
| <b>2025</b>   | \$ 38,109.38 | \$ 48,508.80    | \$ 50,000.00   | \$ 136,618.18 |
| <b>2026</b>   | \$ 37,343.75 |                 | \$ 50,000.00   | \$ 87,343.75  |
| <b>2027</b>   | \$ 41,475.00 |                 | \$ 50,000.00   | \$ 91,475.00  |
| <b>2028</b>   | \$ 40,500.00 |                 |                | \$ 40,500.00  |
| <b>2029</b>   |              |                 |                | \$ -          |
| <b>2030</b>   |              |                 |                | \$ -          |

The current encumbrances on the tax funds are about 25% of the anticipated income. By leveraging the Food and Beverage Tax to fund the capital costs of the new pool, tax encumbrance would increase to about 60% - see below.

|             | <b>Calle</b> | <b>Garfield</b> | <b>Briscoe</b> | <b>Pool</b>   | <b>TOTAL</b>  |
|-------------|--------------|-----------------|----------------|---------------|---------------|
| <b>2020</b> | \$ 36,581.26 | \$ 98,239.60    | \$ 50,000.00   |               | \$ 184,820.86 |
| <b>2021</b> | \$ 40,931.26 | \$ 98,363.40    | \$ 50,000.00   | \$ 300,000.00 | \$ 489,294.66 |
| <b>2022</b> | \$ 40,231.26 | \$ 97,455.40    | \$ 50,000.00   | \$ 300,000.00 | \$ 487,686.66 |
| <b>2023</b> | \$ 39,531.26 | \$ 97,515.60    | \$ 50,000.00   | \$ 300,000.00 | \$ 487,046.86 |
| <b>2024</b> | \$ 38,831.26 | \$ 97,533.40    | \$ 50,000.00   | \$ 300,000.00 | \$ 486,364.66 |
| <b>2025</b> | \$ 38,109.38 | \$ 48,508.80    | \$ 50,000.00   | \$ 300,000.00 | \$ 436,618.18 |
| <b>2026</b> | \$ 37,343.75 |                 | \$ 50,000.00   | \$ 300,000.00 | \$ 387,343.75 |
| <b>2027</b> | \$ 41,475.00 |                 | \$ 50,000.00   | \$ 300,000.00 | \$ 391,475.00 |
| <b>2028</b> | \$ 40,500.00 |                 |                | \$ 300,000.00 | \$ 340,500.00 |
| <b>2029</b> |              |                 |                | \$ 300,000.00 | \$ 300,000.00 |
| <b>2030</b> |              |                 |                | \$ 300,000.00 | \$ 300,000.00 |

Since the bond payments for the new Pool will not begin until 2021, staff does not expect any impact to the current two-year CIP plan with the approval of this project.

## **RECOMMENDATION**

The Pool is currently in a state of constant repair and is effectively at the end of its expected life. The Parks Commissioners have approved a recommendation of the PAHC to replace the Pool with a newer, larger pool.

Staff is recommending that the Commissioners approve the attached general site plan for a new pool, as well as the recommended funding mechanism of a revenue bond, based on projected Food and Beverage Tax income.

If approved, staff will begin the process of securing a designer for the project with funds that are currently available and budgeted in the Pool CIP project. We will also take the recommendation forward to the City Council who will have to approve the bond measure. I expect that the process of design will continue into late Winter 2020 and we hope to be going out for a bid on the pool project in the Spring of 2020.

Possible Motion: I move to approve the general site plan and capital funding plan for a revenue bond of \$2,600,000 as presented in the staff report.

Attachments: Conceptual Site Plan; Recommendation of PAHC



# ASHLAND PARKS & RECREATION COMMISSION

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## COMMISSIONERS

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## POOL AD-HOC COMMITTEE FINAL RECOMMENDATION

September 9, 2019

### SITUATION:

When Daniel Meyer Pool (DMP) opened in 1983, Ashland had two public swimming pools — an indoor pool owned and operated by Southern Oregon University (SOU) and DMP, an outdoor seasonal pool owned and operated by Ashland Parks and Recreation (APRC). The SOU pool closed in 2015, and DMP is at the end of its life cycle in 2019.

### BACKGROUND:

APRC currently strives to meet the Ashland community's aquatic needs by operating the DMP in the summer recreation season with a full schedule of aquatic programs, and in the fall, winter, and spring, through contracts with local high school teams and organized swim groups.

During the past six years, staff have been responding to ever increasing failures of the pool's structure by attempting repairs with significantly decreasing success and growing costs. The pool is 36 years old and has experienced rapid deterioration that has led to closing the pool two weeks early this season.

In 2015, SOU removed their 25-yard varying depth pool without replacing it. Until its removal, the SOU pool was the only pool in Ashland capable of hosting competitive aquatics. Since the fall of 2015, APRC has attempted to meet the public's aquatic needs with DMP for organized aquatic groups displaced by the removal of the indoor SOU pool, although the current DMP does not meet all of the standards of a competitive pool. The increased use of DMP transformed the operation from a seasonal recreational pool to a year-round pool which included contracted user groups such as Ashland High School (AHS) Swim Team, AHS Water Polo Team, Talent/Phoenix Swim Team, Rogue Valley Masters Swim Team, and Southern Oregon Water Polo Club. Regardless of the increased use of the pool, competitive events still cannot be held at the DMP because of the current size and depth of the pool.

APRC reached out to SOU, Ashland School District and the Ashland Family YMCA to find a cooperative solution for the severe loss of aquatic facilities in the community. Efforts to establish an effective partnership to build a new pool with these organizations have thus far failed. Regardless, APRC has continued to independently investigate ways to address the

needs of the DMP and the needs of the Ashland community.

APRC has continued to prioritize the pool solution and the Commissioners have consistently adopted goals to support that prioritization. A current, high priority APRC goal is to *“Improve public aquatic recreation and competitive options in Ashland consistent with the findings and recommendations of the Pool Ad Hoc Committee and ensure the continuous operation of an adequate recreational pool in Ashland during the summer months, at a minimum, until construction begins on a new pool.”*

Consistent with the pool goal and to determine a best course of action moving forward, APRC formed the Pool Ad-Hoc Committee (the Committee) in June 2018. The Committee moved forward quickly and created Sub-committees that were tasked with completing the following responsibilities:

1. Determine the aquatic needs of the Ashland Community by performing a Needs Analysis/Feasibility Study
2. Determine the best pool site and design to respond to the aquatic needs of the Ashland Community by performing a Site Analysis Study
3. Research funding options for capital and operations of a new pool, and make a recommendation to the Parks Commissioners

## **ASSESSMENT:**

The Committee has completed two of the three tasks – the group was asked to forgo the final task since APRC staff will address that item specifically.

The following actions have been accomplished by the Committee to help determine the most appropriate course of action to take about improved aquatic access in the Ashland community:

### 1. Aquatic Needs Analysis

- a. Two local public listening sessions were facilitated where the public was invited to attend and tell the Committee about their concerns, aquatic needs, and desires for a public pool in Ashland; these were held in February and March 2019 and were well attended. Key points expressed by the public at these two (2) sessions were:
  - i. A desire to have a 25-yard X 25-meter pool, with a portion to exceed six (6) feet in depth to accommodate increased aquatic activities, such as high school swim block starts, high school water polo and other deep-water programs
  - ii. A desire to have a pool large enough to accommodate more than one program happening at one time
  - iii. A desire to have a pool with a seasonal cover and be operated year-round
  - iv. A desire to have many programs appealing to all ages – multi-generational and multi-purpose aquatic classes and programs
  - v. A desire for funding methods that minimize the impact on taxpayers
- b. This sub-committee also created a survey which was randomly mailed to 2500 Ashland residents, asking for their input regarding their aquatic needs. The results from this survey backed up the information learned from the listening sessions and offered these key points:

- i. More than 60% of surveyed community members utilize aquatic facilities in the area
- ii. Surveyed community members expressed desire for multiple use options (diversity of aquatic activities occurring simultaneously) at aquatic facilities
- iii. Community members expressed needs for improved options in recreational swimming, lap swimming, aquatic exercise, swim lessons, and options for competitive/organized swim groups

## 2. Site Analysis

- a. The Site Analysis sub-committee evaluated several properties in Ashland to determine if additional locations, other than the current DMP site, should be evaluated as a new pool site. The Committee gave consideration to several potential properties for a new pool site, some of those properties were owned by APRC and others were not. It was determined that land acquisition costs, associated timing issues, new infrastructure construction costs and regulatory costs were significant enough factors to eliminate those properties from consideration, which led the focus back to the current DMP site.
- b. In addition to the work being done by the Committee, APRC contacted Anderson Poolworks, who performed an audit on the condition of the DMP. The executive summary of their findings was:
  - i. The severity of structural failures and the accelerated deterioration of the DMP realistically prohibits the option of repairing the pool for long-term use
  - ii. Additionally, the size/depth of the current DMP does not serve all the identified needs of Ashland citizens
  - iii. According to industry standards, a typical outdoor recreation pool has an expected lifespan of 30-40 years. DMP is on the higher end of the life-cycle and is experiencing critical structural failures signifying the end of its life-cycle
- c. Specific Pool Design:
  - i. Consistent with the public meeting and survey results, as well as the research conducted by the Site Analysis Subcommittee, the Committee concluded that in order to satisfy the aquatic needs/requirements of the community that APRC should replace DMP with a 25-yard X 25-meter outdoor pool, with the following characteristics:
    - Varying depths, including a portion of the pool to exceed 6 feet in depth to accommodate deep water programs for water safety training, recreation, high school water polo, high school swim team competitions, etc.
    - An additional adjoining recreation/therapy-based pool space that is shallow, to accommodate a variety of uses and user groups
    - An ADA access between the Senior Center and pool to incorporate the new pool into the programming of the Ashland Senior Services Program
    - Inclusive pool designs such ADA Handicapped standard approved pool entry systems and a zero-depth entry system for the pool

d. General Pool Design:

- i. The Committee also concluded that the building of a new pool should use the highest standards for construction methods and mechanical components that reduce long-term maintenance and operational costs
  - ii. The design of the pool and deck area should accommodate the construction of a future cover for the pool, allowing adequate space for footings and construction of the structure without interrupting the pool
  - iii. Prioritization needs to be given to environmentally efficient and sustainable features providing operational and maintenance cost savings, such as:
    - a heat exchanger to offset costs to heat water for the pool and showers
    - rooftop solar to reduce electrical costs
    - ultra-violet light to sanitize water and eliminate/reduce the need for chlorine and other chemicals
3. A recent survey of Oregon aquatic facilities shows that 89 of the 104 cities in Oregon with a population of 4,000 residents or larger have access to a year-round public pool within 30 minutes of driving. Ashland, with a population of 20,733 residents, does not. In fact, there is no year-round public pool in the Rogue Valley. For comparison, Astoria, with a population of 9632, has four year-around public pools; Madras, with a population of 6552, has three year-round public pools; and La Grande, with a population of 12,999, has two year-round public pools. Corvallis and Albany, with populations of 56,224 and 52,007 respectively, are separated by only about 10 miles and both have indoor, year-round aquatic facilities with 50-meter pools and additional recreational pools.

**PRIMARY RECOMMENDATIONS:**

The vision that was formed by the Committee during the process of evaluating aquatic needs in Ashland is:

*To construct and operate a public swimming pool in Ashland that serves the diverse aquatic needs of its citizens, including all ages, genders, abilities and socio-economic backgrounds.*

**1. Pool Design:**

- a. **The Committee recommends the aging DMP be replaced with a new 25 yard x 25 meter outdoor community pool, with the characteristics detailed in the Site Analysis section above, including an attached recreation/therapy alcove, to be located at the current DMP site in Hunter Park.**

**2. Timing:**

- a. The Committee recommends immediate action to plan, design, and construct a new swimming pool supporting the identified aquatic needs of the Ashland community, of which this recommendation is based upon.

**3. Funding:**

- a. The Committee recommends that APRC staff and Commissioners address the funding requirements for meeting the Committee's recommendations in the most appropriate and expedient manner possible
- b. The Committee recommends that APRC seek out non-profit organizations and partners to support the funding and implementation of strategies to improve aquatics in Ashland

## **SUPPLEMENTAL RECOMMENDATIONS:**

### 1. Additional Needs Identified by the Committee, for future phases (in no particular order):

- a. The Committee recommends the following projects and improvements, as funds allow:
  - i. Seasonal cover
  - ii. Infrastructure and budget to support year-round operations for groups and individuals
  - iii. Redesign or reconstruction of bathhouse using highest standards for reducing long-term maintenance costs and decreasing carbon footprint
  - iv. Amenities for user groups to improve experiences in aquatic programs, including spectator and aquatic recreation equipment and facilities
  - v. Other facility improvements to improve operational efficiency, address long-term maintenance and sustainable practices supporting the longevity of a new aquatic facility
  - vi. Conversion of the attached recreation/therapy pool to its own separate tank with independent equipment system
- b. Until 2015, Ashland citizens had access to both a year-round indoor public pool and an outdoor seasonal public pool. Since the removal of the SOU indoor pool, the DMP has only been able to fill a portion of a major deficiency in pool accessibility for the citizens of Ashland. Although the replacement of DMP is required due to its end of life-cycle and will improve aquatic access for the citizens of Ashland above what is available in 2019, a new outdoor pool will not completely alleviate the loss of the indoor public swimming pool at SOU that existed until 2015. The Committee recommends that APRC continue to work with partners to reestablish a year-round indoor facility, even after the DMP is replaced as recommended in item 1., above.