



AGENDA FOR REGULAR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION

September 8, 2021

Electronic Meeting – 6:00 p.m.

To view or listen to the meeting or to provide public input, see public participation instructions on page 2

6:00 p.m.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 - a) APRC Special Business Meeting – July 28, 2021
 - b) APRC Special Business Meeting – August 4, 2021
 - c) APRC Special Business Meeting – August 20, 2021
- III. ADDITIONS OR DELETIONS TO THE AGENDA
- IV. PUBLIC FORUM
- V. CONSENT AGENDA
 - a) Ashland Senior Advisory Committee, Member Appointment
 - b) Subcommittee Minutes Acknowledgment
 - Recreation Division Advisory Committee – June 17, 2021
- VI. DIRECTORS REPORT
- VII. UNFINISHED BUSINESS
 - a) Adoption of Statement to Mayor and Council on APRC Funding Issues (Action)
 - b) Lithia Park Pickleball Court Stairs Safety Issue (Action)
- VIII. NEW BUSINESS
 - a) Soroptimist International of Ashland, Non-Standard Memorial Request (Action)
 - b) Pool Analysis Direction from Commissioners (Possible Action)
 - c) Designated Parking Spaces on Hunter for Senior Center (Action)
- IX. ITEMS FROM COMMISSIONERS/STAFF
- X. UPCOMING MEETING DATES
 - a) Ashland Senior Advisory Committee — September 13, 2021
 - Electronic Meeting—3:30 p.m.
 - b) APRC Study Session — October 6, 2021
 - TBD—6:00 p.m.
 - c) APRC Regular Business Meeting — October 13, 2021
 - TBD—6:00 p.m.
- XI. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number (800) 735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I). Parks Commission meetings are broadcast live on Channel 9, or on CHARTER CABLE CHANNEL 180. Visit the City of Ashland's website at www.ashland.or.us.

Public Participation Instructions

This meeting will be held electronically. The public can view on Channel 9 or Channels 180 and 181 (for Charter Communications customers) or live stream via rvtv.sou.edu - select RVTV Prime.

Written testimony will be accepted via email sent to sean.sullivan@ashland.or.us. Please include "**Public Testimony for September 8 Regular Meeting**" in the subject line. Written testimony submitted before Tuesday, September 7, 2021, 11:00 am will be made available to the Parks Commissioners before the meeting. All testimony will be included in the meetings minutes.

Oral Testimony will be taken during the electronic public meeting. If you wish to provide oral testimony, send an email to sean.sullivan@ashland.or.us before Tuesday, September 7, 2021, 11:00 am. Late requests will be honored if possible. Please provide the following information: 1) make the subject line of the email "**September 8 Speaker Request**", 2) include your name, 3) the agenda item on which you wish to speak on, 4) specify if you will be participating by computer or telephone, and 5) the name you will use if participating by computer or the telephone number you will use if participating by telephone. Staff will provide information necessary to join the meeting upon request.

AGENDA FOR SPECIAL BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
July 28, 2021
Electronic Meeting – 6:00 p.m.

Present: Commissioners Gardiner (Chair), Landt (Vice-Chair), Bell (joined the meeting at approximately 6:15 pm), Lewis; Director Black; Recreation Superintendent Dials; Senior Services Superintendent Glatt, Manager Sullivan.

Absent: Commissioner Eldridge; Analyst Kiewel

This meeting was recorded by Rogue Valley Television (RVTV). Links to recorded meetings can be found on the [City of Ashland website](#).

I. CALL TO ORDER

The meeting was called to order at 6:00 pm

II. ADDITIONS OR DELETIONS TO THE AGENDA

III. PUBLIC FORUM

None

IV. UNFINISHED BUSINESS

None

V. NEW BUSINESS

a) Greenhouse Gas Reduction – Expenditure Approval (Possible Action)

Black reviewed the staff report included in the [meeting packet](#), which included the following items:

- Commissioners allocated \$150,000 in the current budget for greenhouse gas reduction efforts with the stipulation that specific expenditures be approved by Commissioners
- Black displayed the FY22 Greenhouse Gas Reduction Budget Estimates document included in the [meeting packet on pg. 6](#)

Electric Mowers:

- The total cost of purchasing three mowers and spare parts is estimated to cost \$82,215
- The mowers have a battery run time that will not reduce productivity and also have the capability to easily lower and raise the deck height, that is not available with the existing gas models
- Parks staff is requesting the purchase of two 60" inch mowers for increased maneuverability
- Black clarified that as technology improves for smaller maintenance tools, such as string trimmers and walk behind mowers, APRC will look into continuing to expand electric tool inventory as commercial grade tools, that do not greatly reduce productivity, become available

Discussion:

- Gardiner stated making this investment on clean technology is a direct response to the community and APRC is leading by example
- Lewis added that reduced maintenance could reduce the overall costs
- Landt stated support for clean energy initiatives such as this proposal and inquired if other users of these specific machines have been contacted to get input on performance
 - Black stated that this is the only company that could be identified that provides a battery life that meets the maintenance requirements of APRC
 - Sullivan clarified that specific users have not been contacted at this point, but there are municipalities around the country using these machines
 - Landt suggested purchasing one machine for a 6-month test run before purchasing the other two machines
 - Lewis suggested contacting existing users to get feedback
 - Landt stated support for contacting existing users or purchasing one machine and waiting six months before purchasing the others

- Bell stated support for moving forward with purchasing all three if positive feedback is provided from existing users

Motion: Landt moved to approve the purchase of three electric mowers as presented by staff conditional upon recommendations from users with at least six recommendations with a majority of those being positive. Seconded by Bell.

Discussion: Landt clarified that staff can move forward with the purchase of the three mowers if four positive recommendations are provided by existing users.

Vote: The vote was all yes.

HVAC Replacement

Black stated that staff have been looking into switching from gas to electric HVAC systems in our facilities. The immediate focus is the Senior Center and Golf Pro Shop because these systems need to be replaced. Staff is estimating that the Senior Center will take \$30,000 to replace. A quote to replace the HVAC system from the Golf Pro Shop came in at \$19,000. Additional contingency funds have been added to the budget to account for electrical work and the potential for other unforeseen costs, bring the total to \$27,500. Black stated staff is requesting approval to move forward with the replacement of HVAC systems for these two facilities at a cost not to exceed \$57,500.

Discussion:

- Sullivan stated the quote for the Pro Shop would replace existing compressor units and not installing so called “mini-splits”
- Landt stated a concern that the quotes received are not for the most energy efficient systems and that it may turn out that the most efficient systems would cost more than what is presented, but may have reduced costs over time
- Black clarified that staff has been working under the existing budget and is seeking quotes accordingly
- Lewis stated the “mini-split” systems are typically installed in some residential settings where ducts are not feasible and also suggested ensuring that smoke filtration be taken into consideration when designing the systems. Lewis added that taking advantage of existing ducting in these facilities would be ideal and that it is likely that the costs of replacement will be below \$30,000 per building
- Bell stated support for moving forward to find the most efficient system possible with existing funds and added that when considering the social cost of carbon, the cost to switch from gas to electric is justifiable

Motion: Bell moved to allocate the requested funds for staff to purchase the most appropriate systems. Seconded by Lewis.

Discussion: Bell stated pride in APRC addressing greenhouse gas emission reductions with these initiatives and understands that staff will carry out additional due diligence before moving forward and that it is likely that these systems will come in below what has been projected.

Additional comments include the following:

- Lewis reiterated that the filtration systems be reviewed to mitigate smoke issues common in the valley
- Gardiner stated that the top-of-the-line systems for residential areas are not inexpensive and sees that projected costs as not out of the ordinary
- Landt stated a preference for staff to provide more options on available systems to identify what would be the most efficient over the life of the system, resulting in lower lifetime costs.
- Bell stated APRC has numerous buildings with natural gas and that equipping these two facilities with electric HVAC systems will provide valuable information and supports staff moving forward without having to come back to Commissioners
- Landt stated that he originally made the motion to allocate the \$150,000 for these initiatives and fully supports the reduction of greenhouse gas emissions but would like to have information to that would provide more assurance that APRC will be installing the best systems available in terms of initial costs and long-term costs. Landt stated he will vote on this motion because this information has not been provided
- Black stated that in a typical scenario where an HVAC system needed to be replaced, he would move forward with the replacement without consulting Commissioners. Black added that staff will take all the discussion into consideration as more due diligence is done in the process of replacing these two HVAC systems

Vote: Bell, Lewis and Gardiner voted yes. Landt voted no.

EV Charging Stations

Black stated that staff will come back to Commissioners if funds are available to install EV Charging Stations.

b) APRC Dedicated Funding Source Discussion (Possible Action)

Public Input: Written public comments were received and have been [uploaded to the APRC website](#).

Black reviewed the staff report included in the [meeting packet](#) and displayed [presentation slides](#) which included the following items:

- The top Commissioner goal for the current biennium reads: *Investigate, develop and implement a dedicated permanent funding source to ensure the long-term financial sustainability of the Ashland Parks and Recreation Commission.*
 - Black stated that APRC has historically received \$2.09/\$1,000 of assessed value from property taxes
 - Recently the City of Ashland has reduced APRC's allotment to \$1.89/\$1,000 (Approximately \$680,000 loss) in the previous biennium to address shortfalls in the City's budget
 - It was initially stated that this change was temporary and that APRC's funding would revert back to the \$1.89/\$1,000
 - The budget for the current biennium also funds APRC at \$1.89/\$1,000 and it is possible that APRC's allotment will continue to fall in future budgets
- There are multiple dedicated funding source options to consider:
 - The current budget document calls for APRC to receive all funds collected from the Food and Beverage (F&B) Tax along with the adoption of an ordinance or resolution that dedicates a certain level of funding to APRC from the City's collected property taxes
 - The funds typically received from property tax would be reduced by the funds projected to be collected through the (F&B) tax
 - Consider the formation of Parks and Recreation District, as allowed by ORS 198 and 266
 - This would be voted on by the voters within the proposed district
 - Local Parks and Recreation Levy to provide gap funding
- Black is recommending that Commissioners focus on the plan that exists in the current budget to dedicate F&B Funds and along with the adoption of an ordinance or resolution that dedicates a certain level of funding to APRC from the City's collected property taxes
- Black stated that during a recent City Council meeting it was stated that the F&B funds and/or the funding ordinance/resolution should not be discussed while APRC is discussing the formation of a district
 - Black stated that because APRC would not have the agreed upon funding in the second year of the current biennium without the change to the F&B distribution, he recommends ceasing discussion on the district
- Black clarified that there are certain steps that need to be taken by the City Council to implement the plan within the budget and that if those steps are not taken APRC could lose those funds
- Black stated that although the F&B funds are more volatile than property tax funds, APRC is in a better position to reduce operations if funds fluctuate as compared to City Departments such as streets or police
- Black clarified that the F&B allocation plan would not increase funding for APRC beyond the \$1.89/\$1,000 that is included in the approved budget
- Black displayed a table that shows a decrease in Charges for Services (Property Taxes) and an increase in Taxes (F&B Allocation) by approximately \$2,000,000 that would occur if the F&B plan were to be implemented
- Black displayed a slide that lists the recommended proposal that would be sent to City Council of approved by Commissioners
 - 25% of Tax Remains for Major Maintenance and New Projects at the Commissioners' Discretion
 - 73% of Food and Beverage Tax to be Used for Operation at the Commissioners' Discretion
 - Food and Beverage Tax Must be Extended 10 Years (at least until 2040)
 - Adopt an Ordinance Dedicating a Specific Millage of Property Tax to APRC Equivalent to \$1.89/\$1,000 Minus New F&B Contributions
 - Evaluate and if possible, designate APRC as a Contracting Review Board
 - COA will provide central services to APRC on a contract basis, which shall be renegotiated and renewed every two years
- Black clarified that the Charges for Services category includes property taxes and recreation revenue (typically \$1,000,000 per year)

Motion: Landt moved to approve these conditions/requests (on screen as listed below) when Ashland Parks and Recreation submits the recommendation to Council. Seconded by Bell.

- 25% of Food and Beverage Tax Remains for Major Maintenance and New Projects at the Commissioners' Discretion
- 73% of Food and Beverage Tax to be Used for Operation at the Commissioners' Discretion
- Food and Beverage Tax Must be Extended 10 Years (at least until 2040)
- Adopt an Ordinance Dedicating a Specific Millage of Property Tax to APRC Equivalent to \$1.89/\$1,000 Minus New F&B Contributions
- Evaluate and if possible, designate APRC as a Contracting Review Board
- COA will provide central services to APRC on a contract basis, which shall be renegotiated and renewed every two years

Vote: The vote was all yes

Black reviewed the items outlining the intent of the meeting to Commissioners (included in the meeting packet) and provided his recommendation on what the resolution is for each item.

1. **Provide information on discussions and actions of the City Council to date related to APRC funding sources and district formation.**
 - The formation of a district has been discussed at the City Council level and how it would relate to the F&B Tax allocation. Black recommended passing a motion stating that APRC is focused on implementing the F&B Tax plan outlined in the adopted budget
2. **Discuss all dedicated funding mechanisms as listed above.**
 - The options were discussed at the beginning of this agenda item
3. **Request action from the Commissioners to form a Parks and Recreation District Feasibility Analysis Committee.**
 - Black recommends forgoing this request to fully focus on the F&B Tax plan outlined in the adopted budget
4. **Request action from the Commissioners to enter a contract with a local attorney with specialized experience in district formation and operations.**
 - Black recommends forgoing this request to fully focus on the F&B Tax plan outlined in the adopted budget

Black stated that district formation will always be in the tool kit, but official action to start the process of district formation has not been taken. Black added that there has never been any intent to increase the funding level APRC receives.

Gardiner made the following statement (paraphrased):

APRC went through the goal setting process earlier in the year with the number one goal being securing long-term, stable funding for APRC. Funding had been in place for over a century. It has only been in recent years that funding for APRC has been suspect and our goal is to not have to deal with a moving target so we can make serious, competent financial decisions and the only way we can do that is if we know there is stable funding source in our future. That is why I agree 100% with Director Black's recommendation at this point and I hope when we have a motion that can be agreed upon unanimously on that as well. It is important to not only send a message to the community, but to the City Council that our goal for stable, long-term funding, is basically set out in the budget that was just adopted a couple months ago... Food and Beverage Tax coming to APRC and an agreement on the other items listed by Director Black, with the most important being how much APRC is going to reduce our portion of the general fund in relationship to the Food and Beverage Tax allocation. This will allow the City to accomplish the goals that were recommended by the Citizen's Budget Committee and staff... I am hoping for an open and honest discussion with the City Council as this moves forward.

Landt made the following statement (verbatim):

I have read the public comments panning the idea of APRC creating a parks district. I want to be clear that I have never advocated for increasing Ashland citizens' overall property taxes. Nor have I heard other Commissioners or staff advocate for that. I and others may have an interest in the future of pursuing a park district with taxing authority IF there is a mechanism that ensures that the City's property tax assessment to citizens would be reduced by an equivalent amount to what the new district would be assessing. Without that ironclad assurance, I, like the persons who provided input, would not favor an initiative that resulted in an overall increase in property taxes.

The rationale for an independent, sustainable revenue source would mean that APRC would have a dependable funding source like the City Charter provided.

Lewis made the following statement (paraphrased):

I look at the three schemes and since all of them would have to go to the citizens of Ashland for a vote, my heart would go to the parks district because that is the intent of the City Charter, to keep the Ashland Parks and Recreation Commission somewhat autonomous from the politics of the Council. That was the intent of the early 1900s and so my heart sees that as getting back to what the intent was. Being practical, my head says we probably want to go with the meals tax scheme because it already has some pre-discussion and some small amount of acceptance from the Council, and it is already a tax that exists. Part of me hopes that in the future we could get back to having our own millage and decision-making process but would now follow staff's recommendation.

Bell made the following statement (paraphrased):

In response to the feedback from the public, the Ashland Parks and Recreation Commission provides a huge amount of value to the City and there is a maintenance cost to that. I think that the Commissioners and staff provide that maintenance in a very lean and efficient way and I don't think anyone is recklessly spending money or recklessly imposing improper fees on the residents of Ashland. I think that the residents of Ashland value their parks and appreciate the way that they are maintained, and I think that we are doing an efficient and thorough job of it.

Motion: Landt stated, in support of the number one APRC goal of finding a dedicated funding source, I move to direct staff to focus on ensuring that the transfer of Food and Beverage taxes as outlined in this biennium's City budget is accomplished. Seconded by Lewis.

Discussion: Landt added that district formation is not straight forward and is time consuming. Since the funding for next fiscal year is dependent upon the change in allocation of Food and Beverage Tax funds, it is prudent to focus on getting that plan implemented so APRC can continue to provide service to the community.

Vote: The vote was all yes

VI. ITEMS FROM COMMISSIONERS/STAFF

None

VII. UPCOMING MEETING DATES

- a) Current Parks, Conservation, and Maintenance Subcommittee – July 29, 2021
 - Electronic Meeting—2:00 p.m.
- b) APRC Special Business Meeting Session — August 4, 2021
 - Electronic Meeting—6:00 p.m.
- c) Recreation Division Advisory Committee — August 12, 2021
 - Electronic Meeting—4:00 p.m.
- d) APRC Study Session — September 1, 2021
 - Council Chambers—6:00 p.m.
- e) APRC Regular Business Meeting — September 8, 2021
 - Council Chambers—6:00 p.m.

VIII. ADJOURNMENT

The meeting adjourned at 7:51pm

Respectfully Submitted
Sean Sullivan, Business Operations Manager

**MINUTES FOR SPECIAL BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
August 4, 2021
Electronic Meeting – 6:00 p.m.**

Present: Commissioners Gardiner (Chair), Landt (Vice-Chair), Bell, Eldridge, Lewis; Deputy Director Dials; Senior Services Superintendent Glatt, Analyst Kiewel; Manager Sullivan

Absent: Director Black

This meeting was recorded by Rogue Valley Television (RVTV). Links to recorded meetings can be found on the [City of Ashland website](#).

I. CALL TO ORDER

The meeting was called to order at 6:00pm

II. APPROVAL OF MINUTES

APRC Regular Business Meeting – July 7, 2021

Motion: Landt moved to approve the Minutes from July 7, 2021. Seconded by Bell.

Vote: The vote was all yes.

III. ADDITIONS OR DELETIONS TO THE AGENDA

None

IV. PUBLIC FORUM

None

V. CONSENT AGENDA

a) Subcommittee Minutes Acknowledgment

- **Ashland Senior Advisory Committee – May 3, 2021**

Motion: Landt moved to approve the consent agenda. Seconded by Lewis.

Vote: The vote was all yes.

VI. DIRECTORS REPORT

Glatt reported on the following items:

COVID Restrictions

- The City of Ashland (COA) and APRC have enacted COVID restrictions including masking and distancing in buildings and limiting in person meetings
- Commissioners directed staff to hold the September meetings electronically. A determination will be made on meeting locations on a month-to-month basis.

OSHA Wildfire Smoke Rules

- OSHA has released draft rules for employee safety regarding wildfire smoke. Staff trainings are underway

Downed Tree in Lithia Park

- A large oak tree was downed by high winds in the lawn near the Butler Perozzi Fountain. At least one other tree was brought down by the oak tree
- Clean-up and refurbishment of the lawn area is underway

Electric Mowers

- Per Commissioner direction at the July 28 Special Meeting, staff reached out to various jurisdictions to get feedback on the use of Mean Green electric mowers. All responses were positive, and staff has moved forward with purchasing three electric mowers.

Water Quality in Ashland Creek

- E. Coli levels have dropped to a safe level in Ashland Creek at the wading area and the swimming reservoir

Closures Due to Smoke

- Daniel Meyer Pool; City Band Concert; First Park Walk in Lithia Park

VII. UNFINISHED BUSINESS

None

VIII. NEW BUSINESS

- a) **Lithia Park Court Discussion – Consideration of converting the mixed-use (lower court) to dedicated pickleball courts and addressing safety issues associated with the rock stairs separating the courts. (Possible Action)**

Sullivan reviewed the staff report included in the [meeting packet](#) which included the following points:

Court Striping

- Several members of the public have requested that APRC consider converting the lower court in Lithia Park from mixed-use (tennis/pickleball) to dedicated pickleball. The item was also requested to be discussed in a Commission meeting by the Chair of the Parks Commissioners
- Commissioners approved changing the upper court in Lithia Park from mixed use (tennis/pickleball) to four dedicated pickleball courts on August 12, 2020. The motion also included a reevaluation of usage after one year
- When the court was resurfaced in 2020 it did not properly dry, resulting in some of the paint wearing through. The company has been scheduled to re-paint the courts under warranty on August 16, 2021 (originally scheduled for August 5)
- Several pickleball users and Southern Oregon Pickleball Association (SOPA) have requested that the kitchens (a pickleball term) on the courts be painted another color, which is standard practice
 - The president of SOPA, Jack Methot, has stated a willingness to try to secure funds to assist with the cost of painting the kitchen areas, which has been quoted at \$3,300. They next meet on August 17.
- Sullivan reported that the courts will need to be closed for at least three weeks to dry

Public Input:

Written comments were received and [posted to the APRC website](#).

Cory Franc of Ashland spoke in favor of converting the lower courts to dedicated pickleball. Franc stated the sport is very popular and wait times are very long. Providing dedicated courts will alleviate this issue and will be a benefit to the community.

Jack Methot spoke on behalf of SOPA and spoke in favor of converting the lower courts to dedicated pickleball courts. Methot also stated that as a board member of SOPA and the Southern Oregon Pickleball Foundation (SOFA), he will advocate for both organization to contribute money to assist with the cost (\$3,300) of painting the kitchens a different color. Methot stated he will try to determine if funds can be made available prior to August 16, when the courts will be painted.

Discussion:

- It was confirmed that if the lower courts were to be dedicated to pickleball, there would be no tennis courts in Lithia Park. There are eight tennis courts at Hunter Park, with one of the courts (court #5) being mixed use with bike polo and futsal
 - Dials reported that court #5 had been reserved by bike polo in the evenings (starting at 6pm), so staff removed the tennis net. Users contacted staff with concerns and the tennis net is now being replaced at night when bike polo is done using the court so it will be available for tennis players the following morning
- Landt stated an understanding that dedicating the lower court for pickleball would result in an overall reduction of tennis facilities and these users are generally concerned with losing more courts. To address these concerns, Landt proposed instituting a moratorium on making changes to court usage at Hunter Parks and that additional changes will not be made to any courts in the park system until usage data (including tennis, pickleball and other uses) has been gathered and analyzed
- Landt stated that painting the courts should be contingent upon receiving \$3,300 from SOPA and/or SOFA. This would be consistent with other user groups, such soccer users, making financial contributions for improved facilities
- Bell stated support for dedicating the courts to pickleball because APRC needs to be responsive to changing recreational trends in the community. Bell added that it would be a show of good faith for the pickleball community to contribute funds, but that if what is being asked is standard for pickleball courts, APRC should be aiming for this anyway

Motion: Landt moved to convert the multi-use lower court at Lithia Park to dedicated pickleball use with the appropriate stripping and painting of the court. And APRC place a moratorium on any change to the usage at the tennis courts at Hunter Park for at least two years and until robust data has been collected and evaluated on pickleball and tennis usage at Hunter and Lithia parks. Future changes would be consistent with the results of the gathered and evaluated use information. Painting of court kitchens will be contingent on Southern Oregon Pickleball Association

and Southern Oregon Pickleball Foundation providing the \$3,300 for the extra cost of painting the eight pickleball court so-called kitchens. Seconded by Lewis

Discussion: Lewis stated that SOPA has made an excellent case for dedicated courts and it was disappointing for many people that the funding for the dedicated courts at Oak Knoll was lost. Lewis added that this is a recognition of new sports and attempting to get the most value out of APRC facilities. Eldridge supported the need to gather data on court usage so informed decisions on court usage can be made.

Vote: The vote was all yes

The SOU tennis courts were discussed regarding a possible shared-use agreement. It was clarified that these courts are not usable because they have not been maintained.

Lithia Court Steps

Sullivan reviewed the staff report included in the [meeting packet](#) which included the following points:

- A safety issues has been raised by Lithia Park court users that staff would like direction on addressing. There are historic rock steps separating the upper and lower courts that presents a trip and fall hazard
- After receiving comments from multiple users about the tripping hazard presented by the steps separating the two courts, staff investigated alterations necessary to install a fence and a gate that would separate the upper and lower courts and provide a safety barrier between the two elevations of the courts
- After staff review, it was determined that it would be necessary to remove rocks to install two poles to extend the fence across the upper and lower courts while also providing a gate for movement between the courts. This could be done only in areas where the poles need to be installed, which would maintain the surrounding rocks that serve as stairs. However, the rocks are uneven and may still be a tripping hazard themselves. All of the rocks could be removed, and stairs could be formed in with concrete to provide an even transition between the courts and reduce hazards associated with the uneven rock stairs
- Staff is planning to add the fence and gates between the upper and lower courts and believe that the rock stairs should be replaced in total. The stairs are original to the courts, so staff is seeking the approval of the Parks Commissioners before making this change
- After discussion on this item, it was determined that staff will provide more detailed options to address the issue including maintaining the rock steps as a cost saving measure. Staff will report back to Commissioners at a future meeting

IX. ITEMS FROM COMMISSIONERS/STAFF

X. UPCOMING MEETING DATES

- a) Recreation Division Advisory Committee—August 12, 2021
 - Electronic Meeting—4:00 p.m.
- b) E Main Park Public Listening Session—August 18, 2021
 - Electronic Meeting—6:00 p.m.
- c) Joint Parks Commission/City Council Study Session—August 23, 2021
 - Electronic Meeting & 5:30 p.m.
- d) Ashland Senior Advisory Committee—September 13, 2021
 - Electronic Meeting—3:30 p.m.
- e) APRC Study Session — September 1, 2021
 - Electronic Meeting—6:00 p.m.
- f) APRC Regular Business Meeting—September 8, 2021
 - Electronic Meeting—6:00 p.m.

XI. ADJOURNMENT

The meeting adjourned at 7:21 pm

Respectfully Submitted

Sean Sullivan Business Operations Manager.

MINUTES FOR SPECIAL BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION

August 20, 2021

Electronic Meeting – 3:00 p.m.

Present: Commissioners Gardiner (Chair), Landt (Vice-Chair), Bell (joined at 3:15pm), Eldridge (joined at 3:29pm), Lewis; Director Black; Deputy Director Dials; Senior Services Superintendent Glatt, Analyst Kiewel, Cottle; Manager Sullivan

Absent: None

This meeting was recorded and uploaded to the APRC YouTube Page: <https://www.youtube.com/watch?v=NBHnGFYmdUo>

I. CALL TO ORDER

The meeting was called to order by Commissioner Landt (acting Chair) at 3:00 p.m.

II. ADDITIONS OR DELETIONS TO THE AGENDA

None

III. PUBLIC FORUM

None

IV. UNFINISHED BUSINESS

None

V. NEW BUSINESS

1. Discuss Monday, August 23, 2021 City Council and Parks Commission Joint Study Session related to the meeting process and agenda. Provide staff direction on responding to the various questions that have been posed in agenda by the City Council. Determine if action, like a full Commissioners' statement to be read at the beginning of meeting or other action warranted (Action)

Landt stated the following items:

- The special meeting was called to address the concerns related to the preparations for the meeting that to a large part, excluded APRC leadership and to attempt to maximize productivity for our meeting Monday
- There is some concern among council and community members about APRC receiving a dedicated funding source when Fire, Police and Planning would still be wholly dependent on the general fund
- Commissioners need to determine if the [draft opening statement](#) provided by Landt before the meeting should be sent to City Council

Discussion:

- Gardiner and Lewis stated support for submitting the opening statement to City Council

Motion: Gardiner moved to write out the opening statement as presented by Commissioner Landt, send it to Council prior to the meeting and request that it be read at the joint meeting on Monday, August 23. Seconded by Lewis.

Vote: The vote was all yes (Bell and Eldridge were not present to vote)

Black displayed the [draft memo](#) sent to Commissioners prior to the meeting. Staff is proposing to send it to the City Council prior to the meeting to address the questions included on the joint meeting agenda. The following items were discussed:

- Black stated that the [joint meeting agenda](#) included questions and statements and this memo is an attempt to address and provide background to those statements and questions so the focus of the meeting can be on the Food and Beverage (F&B) Tax proposal that is included in the adopted budget
- Black reviewed the memo, drafted by Landt and Black, point by point. Summary:

- If reductions in funding fell below \$1.89/\$1,000, APRC would look to reduce recreation programs such as the Nature Center, Senior Services and the Oak Knoll Golf course, which are all subsidized

Point of Order: Bell joined the meeting at 3:15 p.m. via phone (voice only)

- Black suggested making the previously approved "conditions" (as listed below), "discussion points"
 - F&B Tax must be extended 10 Years (at least until 2040)
 - Adopt an Ordinance dedicating a specific millage of Property Tax to APRC equivalent to \$1.89/\$1,000 minus new F&B contributions
 - Evaluate and if possible, designate APRC as a Contracting Review Board
 - COA (City of Ashland) will provide central services to APRC on a contract basis, which shall be renegotiated and renewed every two years
- The following projects were discussed regarding the potential for increased funding for maintenance:
 - **E Main Park:** The park will replace the YMCA park, which was sold to the YMCA. Staff believes the park can be maintained within the equivalent of \$1.89/\$1000 although at the same lower service level that all parks will experience
 - **Japanese Garden:** This project is being funded in total by a grant from a local resident. Additional maintenance for the Garden is fully covered for the next 10 years with a donor grant as well
 - **Daniel Meyer Pool:** This project is in the exploratory phase and thus a new pool will not have a maintenance effect in this biennium, although the current pool, due to its deterioration, could require additional maintenance funds or be shut down, which will reduce maintenance costs overall. Any major maintenance for the pool prior to its replacement will be paid for out of dedicated funds already within APRC's capital improvement plan
- As long as the revenue proposal is implemented and no further expenses or reduction in revenue from the City are imposed, APRC will be able to maintain the current level of service through the biennium

Point of Order: Eldridge joined the meeting at 3:29 p.m.

- With the development of E Main Park and the use of Ashland School District fields and playgrounds, almost all residents have the opportunity to recreate in/on parks and open space within walking distance of their homes, satisfying the City of Ashland Comprehensive Plan goal to have a park within ¼ mile of all residents
- The F&B Tax is not permanent, so a discussion about extending the tax will have to occur before the tax expires in 2030
- All discussions to this point have been about the F&B Tax amendment being permanent, or as permanent as the F&B Tax is, considering that it will expire in 2030
- If F&B Tax revenues come in less than projected, APRC does not expect that the general fund contribution would increase to fill the gap. If this were to occur, APRC would reduce expenses to accommodate the reductions in revenue
- Since APRC has been granted control and management of funds via the Charter, the Commissioners are seeking an exploration of the procurement rules surrounding APRC acting as an independent contract review board
- APRC currently pays full price for central services provided by the COA. APRC is only asking that this matter be examined and discussed in the terms of considering these services as part of the MOU that is negotiated between the City as opposed to services and fees simply being dictated to APRC
- APRC has contracted out services like janitorial services. But most park "services" do not lend themselves to privatization as they have historically, politically, and culturally been considered quality of life amenities that should be open to all citizens
 - Thus, for example, fences with admission entrances do not surround our parks. The possible exception could be the Oak Knoll Golf Course since it does charge admission. APRC Commissioners have chosen to provide time for the new manager, with his aggressive and creative business approach, to eliminate the need for subsidies. If significant subsidies remain, APRC may consider privatization or other means to eliminate the subsidies. The other benefits and revenue producing potential of the Golf Course would of course also be considered

Black requested that Commissioner make a motion to send this to Council if Commissioners support the memo.

Discussion:

- Gardiner stated that joint meeting agenda has numerical errors where the questions and statements are listed. Black stated the memo has been numbered as if the error did not occur

- Black clarified that the F&B tax plan outlined in the budget would not equal \$1.89/\$1,000, so there would still be a need for some general funds to be allocated to APRC to meet the adopted funding level of \$1.89/\$1,000 for this biennium as displayed in the adopted budget slide below that Black displayed ("Charges for Services" includes property taxes; "Taxes" is F&B)

APRC Funding Sources



	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Adopted Budget	2021-22 Proposed Budget	2022-23 Proposed Budget
Charges for Services	\$ 6,078,063	\$ 6,308,536	\$ 6,211,435	\$ 6,573,375	\$ <u>6,407,662</u>	\$ 4,495,978
Taxes	-	-	-	-	-	2,005,942
Operating Transfers In	85,000	85,000	185,000	185,000	435,000	435,000
Intergovernmental Revenue	750	500	190,356	15,000	90,000	90,000
Miscellaneous Revenues	19,883	25,700	33,425	31,000	25,000	25,000
Interest on Pooled Investments	9,692	20,599	19,232	23,543	15,000	15,000
Total	\$ 6,193,388	\$ 6,440,335	\$ 6,639,448	\$ 6,827,918	\$ 6,972,662	\$ 7,066,920

Motion: Gardiner moved to approve August 20, 2021 memo from Director Black titled, *Consideration of Questions Posed in the 8/23/2021 Joint Meeting Agenda*. Seconded by Lewis.

Discussion: Lewis stated that this information is valuable to the Council and answers the questions included on the agenda allowing for the focus of the meeting to address the F&B Tax plan that is outlined in the adopted budget. Eldridge thanked those who generated the document and pointed out that there are some minor typos that need to be addressed before sending it to City Council.

Vote: The vote was all yes

Staff was directed to send the Opening Statement and the Memo to Council prior to the joint meeting.

2. Discuss and give direction on the message for the APRC Fall Mailer (Action)

- APRC sends out a PlayGuide three times a year that includes information on programming and other relevant information. The PlayGuide going out at the end of August will not be printed and mailed since COVID restrictions are fluid and recreation offerings are not certain at this point
- A post card will go out at the end of August to all Ashland households letting them know that the PlayGuide has been released electronically
- The PlayGuide typically includes a message from the Director
- Staff were directed to work with Commissioners Eldridge and Bell to finalize a message from Commissioners that will replace the message from the Director. This message will also be included on the post card

VI. ITEMS FROM COMMISSIONERS/STAFF

None

VII. UPCOMING MEETING DATES

- a) Joint Parks Commission/City Council Study Session — August 23, 2021
 - Electronic Meeting — 5:30 p.m.
- b) Ashland Senior Advisory Committee — September 13, 2021
 - Electronic Meeting — 3:30 p.m.
- c) APRC Study Session — September 1, 2021
 - Electronic Meeting — 6:00 p.m.
- d) APRC Regular Business Meeting — September 8, 2021
 - Electronic Meeting — 6:00 p.m.

VIII. ADJOURNMENT

The meeting adjourned at 4:12 pm

Respectfully Submitted

Sean Sullivan, Business Operations Manager

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Rick Landt
Julian Bell
Leslie Eldridge
Jim Lewis



Michael A. Black, AICP
Director

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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Isleen Glatt, Senior Services Superintendent

DATE: September 1, 2021

SUBJECT: Ashland Senior Advisory Committee (ASAC) Member Appointment (Action)

There are two vacancies on the Ashland Senior Advisory Committee (ASAC). One of the duties of the APRC Chair is to appoint members to APRC established committees.

APRC Chair Mike Gardiner and ASAC Member Anne Bellegia have interviewed applicant Cori Frank. They recommend appointing Ms. Frank to ASAC as a program participant, effective September 13, 2021.

A motion to approve the Consent Agenda would adopt the following motion for this item:

I move to acknowledge the appointment of Cori Frank by the Chair of APRC to the Ashland Senior Advisory Committee as of September 13, 2021.

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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Sean Sullivan, Business Operations Manager

DATE: September 2, 2021

SUBJECT: Minutes for Acknowledgement

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

- Recreation Division Advisory Committee – June 17, 2021

A motion to approve the Consent Agenda would adopt the following motion for this item:

I move to acknowledge the committee minutes as submitted.

MINUTES
ASHLAND PARKS & RECREATION COMMISSION
Recreation Division Advisory Committee (RDAC)
June 17, 2021, 3:30 p.m.
Zoom

Present: Committee Members: Commissioner Lewis, Rogers, Grimm, Buck, Rose, Bjornson
APRC Staff: NMP (North Mountain Park) Manager VanWyhe, Recreation Manager Flora, Assistant Fasnacht
Absent: Downs, Superintendent Dials, Commissioner Eldridge

CALL TO ORDER

Flora called the meeting to order at 3:32 p.m.

APPROVAL OF MINUTES

Buck moved for approval, Commissioner Lewis seconded and all in favor.

PUBLIC PARTICIPATION

None

BUSINESS

Introductions

The staff and committee members introduced themselves.

Purpose of Committee

Flora reviewed agenda for the meeting. Flora explained the analysis APRC is currently working on and how it will create a better vision for recreation needed in Ashland.

Roundtable Discussion

Flora summarized current cost recovery strategies and asks RDAC members to help create questions to ask the community which will help collect the data that shows what Ashland Community members want from APRC. Vanwyhe lead the committee in a brainstorming activity and opened a round table discussion. VanWyhe asked members to collect questions over the next month to present at the August meeting.

SET NEXT MEETING DATE / TIME / PLACE

The next meeting will be held on August 12, 3:30p.m. Location: *Zoom*

ADJOURNMENT

The meeting adjourned at 4:57 p.m.

Respectfully Submitted,
Haley Fasnacht
Office Assistant II

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PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners
FROM: Michael Black, APRC Director
DATE: September 2, 2021
SUBJECT: Lithia Park Pickleball Courts Stairs Replacement

SITUATION

A safety issue has been raised by Lithia Park court users that staff would like direction on addressing. There are historic rock steps separating the upper and lower courts that present a trip and fall hazard. At the August meeting, the Commissioners asked Commissioner Lewis to visit the site and assess the situation with staff and report back to the full Board of Commissioners.

BACKGROUND

After receiving comments from multiple users about the tripping hazard presented by the steps separating the two courts, staff investigated alterations necessary to install a fence and a gate that would separate the upper and lower courts and provide a safety barrier between the two elevations of the courts.

ASSESSMENT

After staff review, it was determined that it would be necessary to remove rocks to install two poles to extend the fence across the upper and lower courts while also providing gates for movement between the courts. This could be done only in areas where the poles need to be installed, which would maintain the surrounding rocks that serve as stairs. However, the rocks are uneven and may still be a tripping hazard themselves. All of the rocks could be removed, and stairs could be formed in with concrete to provide an even transition between the courts and reduce hazards associated with the uneven rock stairs.



Staff met with Commissioner Jim Lewis on site, and it was determined that due to the age of the existing stairs, their relative location to the existing and proposed fence line and gates and the general condition of the steps, it would be best to replace the steps with uniform concrete steps that will accommodate the fence and gates better. The new steps will be uniform in their rise and generally more user friendly than the existing rock steps.

RECOMMENDATION

Staff recommends approval of the replacement of the existing rock steps at the pickleball courts with concrete steps.

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PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners

FROM: Sean Sullivan, Business Operations Manager

DATE: September 2, 2021

SUBJECT: Non-Standard Memorial Request – Soroptimist International of Ashland

The Parks Memorial Policy allows for the placement of non-standard memorials on park amenities and authorizes the Current Parks, Conservation, and Maintenance Subcommittee to provide a recommendation to the full Parks Commission for final approval. All non-standard memorial requests are handled on a case-by-case basis, per the [Parks Memorial Policy](#). The Current Parks, Conservation, and Maintenance Subcommittee voted to recommend approval on July 29, 2021 of the non-standard memorial request as outlined below.

The Soroptimist International of Ashland is requesting the placement of an inscribed boulder at Garden Way Park celebrating 100 years of the service for the organization and 75 years of service for the Ashland Chapter. The boulder will be placed at the front of the park near the water fountain with consultation from Parks staff. The memorial would become a permanent feature of the park. A mockup of the inscription and diagram displaying the dimensions of the boulder is attached.

All direct costs associated with procuring and placing the boulder will be paid for by Soroptimist International of Ashland. The organization will also provide funds if maintenance or repair of the boulder is necessary in the future.

Margie Clark, a founding member of the Soroptimist International of Ashland, donated the land to the City of Ashland to establish the park. The organization was also instrumental in developing Garden Way Park. A historical account of Garden Way Park has been prepared by Pat Acklin, who will be available to address the subcommittee and answer questions that may arise. The historical account is attached.

Pat Acklin, representing the Soroptimists, will be attending the meeting to speak on this matter

Staff recommends approval of the request.

Possible Motions: *I move to approve the non-standard memorial requests as submitted by staff.*

Attachments: Inscription Mockup; Dimension Diagram; Garden Way History, Compiled by Pat Acklin, Soroptimist International of Ashland



2021

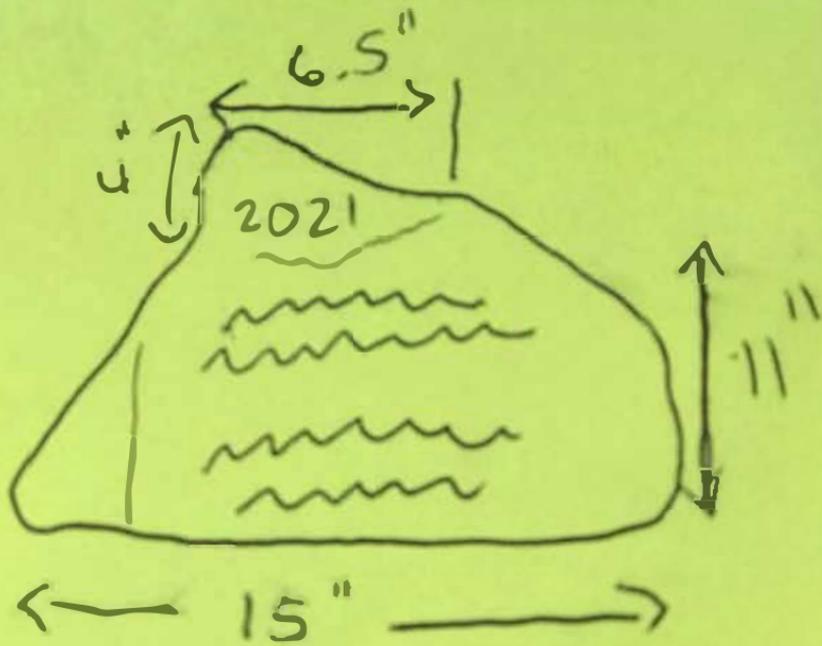
Soroptimist International
Celebrating 100 years of service

Soroptimist International of Ashland
Celebrating 75 years of service

In Honor Of
Soroptimist International
Founded 1921
Celebrating 100 years of service
Soroptimist International of Ashland
Founded 1946
Celebrating 75 years of service

2021
Soroptimist International
Celebrating 100 years of service
Soroptimist International of Ashland
Celebrating 75 years of service

Soroptimist Intern
Founded 19



Garden Way Park History

Compiled by Pat Acklin

June 12, 2021

The following history was compiled from the *Soroptimist President's Pages*, Scrapbooks containing photos and news articles (1958-1993), *Soroptimist History* by Bev Meads, property records from the Jackson County Assessor, and the author's personal files. It is not complete as the author declined to review decades of minutes and financial records in possession of the club or the Ashland Parks and Recreation Department.

Garden Way Park began as part of a subdivision of lands owned by J.P. Clark and his wife Margie. Margie Clark was a founding member of Soroptimist International of Ashland which was chartered June 12, 1946. The subdivision was entitled *Garden Homes Tract**, the final plat being recorded on 9/22/50 according to City of Ashland subdivision listings. A Jackson County Assessor's Deed Card* dated 1946 for Township 39, Range 1 East, Section 15AC, Tax Lot 6300, the legal description of the Park, notes "said park being dedicated in plat of Garden Homes Tract."

The following is an excerpt from *Soroptimist History* by Bev Meads, club historian for many years.

In 1952 Margie Clark announced that she and her husband were donating two acres of land to the City to be used as a park which she would like to be called "Soroptimist Park." A contest was held and the name GardenWay Park was chosen. At first, chain link fencing enclosed the new park and a backstop was erected for Little League ballplayers. In later years these were both eliminated. Our [Soroptimist] committees worked with the City Park Administration to establish a Past-Presidents Garden with annual and perennial plants, purchase trees in memory of departed Soroptimists, provide a covered area with picnic tables and benches, install playground equipment, erect a new park sign, and hold an annual planting party to set out plants in the area around the sign.

In July 1973 Margie Clark's three daughters and four of her grand-daughters took part in the ceremony dedicating a drinking fountain and plaque in her memory. Many townspeople, Soroptimists, the Park Director, [Soroptimist] board members, and the Mayor attended and participated as well.

Review of the *Soroptimist President's Pages* recount in greater detail many of the efforts described by Bev Meads. In her 1956-57 club year report, retiring President Adelaide Clary recounts the clearing of the two acre park and the groundbreaking attended by Mayor Richard L. Neill and Park Superintendent Chet Corey. She notes an expenditure of \$789.75 for a chain link fence to surround the park and a \$100 down payment to put up a backstop in the "ball ground area." The Rotary Club contributed \$60 toward the development fund. President Clary concludes, "The area was named "Garden Way Park and Playground" by the club, and a miniature is housed at the Chamber of Commerce building."

* See Appendix

The miniature, or park model, made its way to to the Soroptimist International Federation of the Americas Convention in Houston, Texas, in 1959. The model was presented to the convention to display the service work being done by Soroptimist International of Ashland.



Soroptimists Leona Murphy (Putnam) and Frances Gallatin with park model, Houston, Texas, 1959.

Plans for a "Living Memorial" are described in a Daily Tidings article published on February, 8, 1960. At a meeting in the Gresham Room of the Ashland Public Library conducted by President

Frances Gallatin, planning for the purchase and planting of memorial trees for “Soroptimist Park” was approved. Determination of the nature of a memorial marker was postponed. President Irene Hollenbeck in her 1961 President’s Report notes that 14 trees were purchased for the Garden Way Park project at a cost of \$94.

In her President’s Report for 1966-67, President Mary Wilkinson includes a list of service project activities for the club year. In a note at the end of the list she reports that the Park Superintendent will be presenting a plan for the park at a future program. Perhaps this plan is still present in the City’s archives.

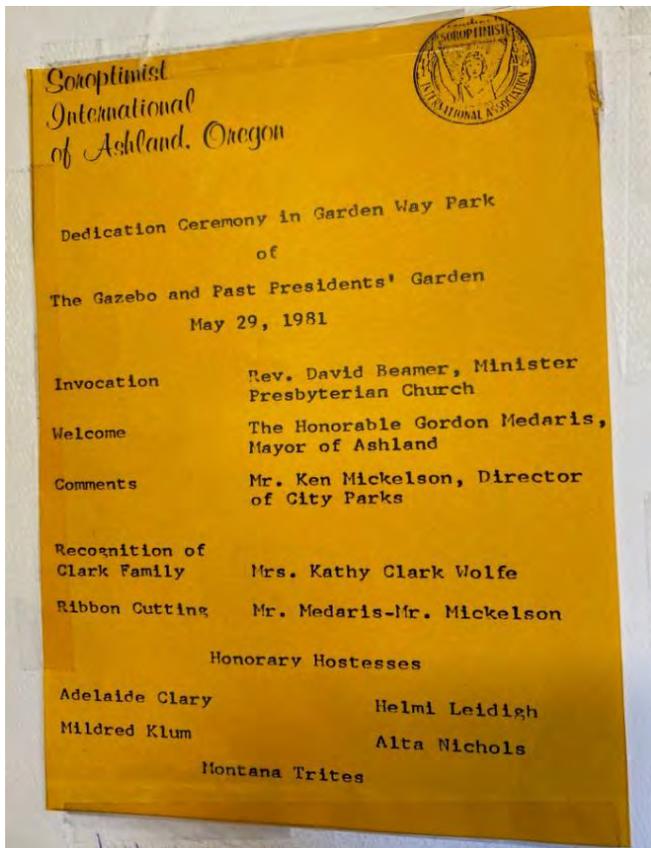
In 1973 the club honored Margie Clark and her husband by installing a drinking fountain and plaque in the park. Mayor Archie C. Fries dedicated the fountain and many Clark family members were in attendance. Also in attendance were Parks Director Garth McGuire and park board members Dave D’Olivo and Robert Bennett. Soroptimist President Pat Zurflueh and committee chair Adelaide Clary presided over the event. The Daily Tidings noted in a July 9, 1973 article that the occasion also commemorated over 20 years of Soroptimist contributions to park development.



The Clark Family

A big development and significant event at Garden Way Park found in the Soroptimist records is the dedication of the gazebo. In two news articles in the Daily Tidings, improvements to the park and its history are described. In an article dated May 7, 1981 entitled "Kudos to Soroptimists" the dedication of the gazebo on May 28 is announced. The article states, "...the Soroptimists added another asset to Garden Way Park this week, an attractive gazebo which can serve as a picnic area. Located at Garden Way and Clark Street this neighborhood park has become one of the city's greatest assets." The article continues, "More than a park this is an outstanding example of the unselfish dedication of an organization to the betterment of the community. ... All improvements in the park including playground equipment, trees, shrubs and flowering plants have been given by the women. The only cost to the city is maintenance."

The gazebo dedication and ribbon cutting were attended by Mayor Gordon Medaris and Parks Director Ken Mickelson. A Daily Tidings article published on May 28, 1981, the day before the event, notes that "The gazebo is the latest addition in the Soroptimist's 10-year plan to upgrade the park. ... Other park projects have included: landscaping, a baseball backstop (with help from the Rotary Club of Ashland), playground equipment, a fountain and plaque honoring Margie Clark, and picnic tables. One project, a past president's garden, is still in process."



Margie Clark's daughter,
Kathy Clark Wolfe



The Clark Family



Crowd of about 70 people attend the dedication.



Mayor Gordon Medaris and Park Director Ken Mickelson cutting the ribbon.

Following the annual Soroptimist President's Picnic held at the gazebo on June 23, 1993, Soroptimist International of Ashland celebrated a new sign placed in the park by Ashland Parks and Recreation. The Daily Tidings (6/22/93) reported that Mayor Cathy Golden, Parks Commission Chair Patty Adams and Parks Director Ken Mickelson were invited to attend the unveiling of the sign. The Tidings further reported that "The club celebrates a renewal of their 37-year commitment to support the development of Garden Way Park. ... The club voted earlier this year to raise \$1,000 annually to replace playground equipment and add handicap accessible pieces."



Parks Director Ken Mickelson, SIA President Carolyn Johnson and Parks Commissioner Patty Adams unveil sign.



SIA President Carolyn Johnson with Parks Commissioner Patty Adams. Soroptimist and Park personnel planting.

The author recollects that at one point the Parks and Recreation Department notified the club that there was no longer a need to fund improvements at the park as its development was largely complete. This freed the club from its \$1,000 annual commitment to the Park. However, in 2010 a change in Park Commission policy regarding pesticides and herbicides brought to light a need for continued involvement of the club as volunteers. For several years the club made occasional visits to the park for weeding parties. This practice was discontinued in 2013.

In 2014 in a move to upgrade signage across the Ashland Parks and Recreation system, a new sign was installed. It will be around this sign that Soroptimist International of Ashland will gather on June 12, 2021 to plant two miniature forsythia bushes honoring the 75th Anniversary of the club. In attendance will be retiring President Jan Holland, newly installed President Kathy Mooney, and Parks Commission Chair Mike Gardiner. Later in the fall the club hopes to install a monument stone honoring the 75th Anniversary of the club and the 100th Anniversary of Soroptimist International.

Living Memorial To be Sponsored By Soroptimists

Feb 8-1960

Plans for planting several memorial trees in the Soroptimist park were discussed and approved at the monthly business meeting of the club held Friday noon in the Gresham lecture room of the public library. Further details will be considered before final action on the exact nature of the marker is decided.

Also on the business agenda was approval of the purchase of a new 50-star flag and details for the annual attendance contest that will be headed by Mrs. Ruby Minear and Mrs. Adelaide Clary.

Mrs. Frances Worth was named to fill the vacancy of the vice president for the remainder of the year. Mrs. Frances Gallatin, club president, conducted the meeting.

Next Friday's meeting will be held in the library unless other arrangements are made before the middle of the week.

1960

Soroptimist Club passes milestone in park project

The Ashland Soroptimist Club has passed a milestone in its project of more than 20 years to help develop Garden Way Park into a recreational neighborhood park.

The special occasion came as club members, city officials and members of the J.P. Clark family dedicated a drinking fountain and a plaque at the park to Mrs. Margie M. Clark, a former Soroptimist member.

Mrs. Clark, and her husband, the late J.P. Clark, presented the two-acre parcel to the city of Ashland in 1950. Shortly after that the club began a long-range and continuing service project to try to develop a recreational neighborhood park on the site, on Clark Avenue.

In 1956 the first ground breaking occurred, the fountain dedication marked a milestone for the club's service project.

Those present and taking part in the ceremony, were daughters of the Clark family, Mrs. John (Lola) Kufner, Happy Camp; Mrs. Donald (Cathy) Wolff, and Mrs. Bud (Janie) Lininger, both of Ashland; and grandchildren Shannon and Trina Wolff, Shantrin Lininger and Mrs. David Toney (Mara Slack).

Mayor Archie Fries, Parks Director Garth McGuire and park board members Dave D'Olivo and Robert Bennett, Soroptimist President Pat Zurflueh and chairman Mrs. Adelaide Clary also took part.



PLAQUE—A plaque installed at Garden Way Park pays tribute to Margie M. Clark who, along with her late husband presented the park land to the city back in 1950.



FOUNTAIN—Mayor Archie C. Fries dedicates a drinking fountain at Garden Way Park to Margie M. Clark as park officials and members of the Clark family watch. The

dedication was a milestone in the continuing Ashland Soroptimist project to help develop the park.

1973

Gazebo added to park *May 28 '81*

Just in time for the summer season, a new gazebo has been added to Garden Way Park by the Soroptomist Club of Ashland.

Dedication ceremonies for the new facility will be held Friday at 12:30 p.m. at the park on Clark Street and Garden Way. Presiding at the event will be Ashland Mayor Gordon Medaris and Parks Director Ken Mickelson.

The gazebo is the latest addition in the Soroptomist's 10-year plan to upgrade the park. Development of the area was started in 1956 by the club after Margie Clark dedicated some of the property for public use in 1950.

Other park projects have included: landscaping, a baseball backstop (with help from the Rotary Club of Ashland), playground equipment, a fountain and plaque honoring Margie Clark, and picnic tables.

One project, a past presidents' garden, is still in process.

X Daily Tidings *May 7, 1981*

KUDOS TO SOROPTIMISTS

Without fanfare and almost without notice the Soroptimists added another asset to Garden Way Park this week, an attractive gazebo which can serve as a picnic area. Located at Garden Way and Clark Street this neighborhood park has become one of the city's greatest assets.

More than a park this is an outstanding example of the unselfish dedication of an organization to the betterment of the community. It was back in 1952 that the land was donated to the city on behalf of the Soroptimists on the

understanding that it would always be a park. All improvements in the park including playground equipment, trees, shrubs and flowering plants have been given by the women. The only cost to the city is maintenance.

Formal dedication of the new gazebo will be held at 12:30 p.m. on Friday May 29.

1981



6-4-81

Big scissors *Tidings*

Parks Director Ken Mickelsen is wielding an unusually large pair of cardboard scissors. He's about to assist Mayor Gordon Medaris in a ribbon-cutting ceremony which took place last Friday for the new gazebo in Garden Way Park. The structure is the latest accomplishment in the Soroptomist's 10-year plan to upgrade the park. Development of the area began in 1956 after Margie Clark dedicated some property for public use in 1950. About 70 people attended, including members of the Clark family.

Soroptimists care for Garden Park

Soroptimist International of Ashland will unveil new park signs at 12:30 p.m. Wednesday, June 23, at Garden Way Park, corner of Oregon Street and Garden Way, across from the First Presbyterian Church. Cathy Golden, mayor of City of Ashland, Patty Adams, chair of the Parks Commission, and Ken Mickelson, City parks director are invited to participate.

The club celebrates a renewal of their 37-year commitment to support the development of Garden Way Park. Members will gather for a picnic at noon, followed by an unveiling ceremony of new signs at 12:30 p.m. The club voted earlier this year to raise \$1,000 annually to replace playground equipment and add handicap accessible pieces.

1993

y, June 26, 1993



Daily Tidings/Randy Wriighthouse

New look for Garden Way Park

Ann Benedict, left, talks with Soroptimist President Carolyn Johnson after the group unveiled a new sign for Garden Way Park Wednesday afternoon. Soroptimist members first gathered for a noon picnic, then unveiled the sign at the corner of Oregon Street and Garden Way during a special ceremony. The sign is part of Soroptimists' 37-year commitment to the development of the park, a one-and-a-half acre area donated to the city of Ashland in 1950 by

former Soroptimist President Margie Clark. Between 1957 and 1979, Soroptimist donations helped purchase a sprinkler system, playground equipment and plantings. In 1980, the club and the city Parks Department drafted a 10-year park development plan that included the construction of a gazebo, the addition of picnic tables and benches, and the development of a garden area. Soroptimists earlier this year voted to raise \$1,000 annually to replace playground equipment.

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PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners
FROM: Michael Black, APRC Director
DATE: September 2, 2021
SUBJECT: Daniel Meyer Pool Replacement Design Contract Amendment

SITUATION

Robertson Sherwood Architects, P.C. has researched the cost of updating their proposed bid for a full pool design package to include further energy analysis and reduction in pool size as an option. Additionally, the Commissioners may want to evaluate enclosing the pool.

Staff is returning to the Commissioners to receive direction on Daniel Meyer Pool Replacement design process.

BACKGROUND

Fifteen goals were adopted by the Ashland Parks and Recreation Commissioner for the Biennium spanning July 1, 2021 – June 30, 2023. Goal number three supports the replacement of the Daniel Meyer Pool and states:

“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”

Commissioners approved the preliminary site plan for the pool replacement in September 2019. In October 2019 Commissioners directed staff to move forward with the groundwork to secure a \$2.6 million revenue bond to fund the pool. The timeline for securing a revenue bond has been delayed because of decreased CIP revenue as a result of COVID-19 restrictions. In July 2020 Commissioners reaffirmed their commitment by allocated \$325,000 of available CIP funds towards the funding of the pool.

A Draft Design Report was present to the public by Robertson Sherwood Architects, P.C. via a webinar on December 9, 2020 and the same report was given to the Parks Commissioners on February 3, 2021. Since that time, the Commissioners have asked for some additions to the design considerations for the pool. Those considerations included:

1. Increased solar power generation on-site to offset other energy requirements to run the pool.
2. Geo-thermal conceptual evaluation and analysis to offset other energy requirements to run the pool.
3. Reducing the size of the pool as a measure to reduce energy costs of running the pool.
4. Consideration of enclosing the pool in a permanent or seasonal building and the funding to accomplish that.

ANALYSIS

The consultants have prepared three reports with updated costs to accomplish the following tasks:

1. Redesign the pool at a smaller size - \$10,750
 2. Solar evaluation and report - \$16,050
 3. Geothermal evaluation and report - \$8,600
- Total - \$35,400

The above costs do not reflect the cost of considering a pool enclosure. We have not heard from the Commissioners in total on this matter. We would need further direction from the Commissioners before we could estimate that cost.

The CIP Daniel Meyer Pool replacement line item has a balance of \$255,000 that could be used for these expanded reports, at the Commissioners' discretion.

RECOMMENDATION

Staff is asking the Commissioners to review the attached proposals from Robertson Sherwood and Systems West Engineers and give direction to staff on how the Commissioners would like to move the Daniel Meyer Pool Evaluation forward.

Attachments:

Robertson Sherwood June 16, 2021 Reduced Pool Scope Proposal

Robertson Sherwood June 16, 2021 Solar Energy Study and Systems West Engineers support documentation



June 16, 2020

City of Ashland Parks and Recreation Commission
340 South Pioneer Street
Ashland, Oregon 97520

Attention: Michael Black, Ashland Parks and Recreation Director

Re: Daniel Meyer Swimming Pool Replacement – **Reduced Pool Scope**

Dear Michael:

Robertson/Sherwood/Architects pc is pleased to submit this fee proposal to provide additional planning and design services for the proposed Daniel Meyer Swimming Pool Replacement – Project #000706. Specifically, these services would seek to identify the largest practical pool that can be built without required increases in the number of the bathhouse sanitary facilities and incorporate this option into the original design report as follows:

1. Robertson Sherwood Architects will evaluate the OAR Chapter 333 Div. 60 limitations for pool water surface area based on the existing bathhouse sanitary facilities and provide this information to Aquatic Design Group.
2. Aquatic Design Group will recommend and illustrate a reduced pool scope based on the area limitations defined and recommend adjustments to cost and scope of the pool systems.
3. Systems West Engineers will recalculate a total energy usage for the reduced pool size.
4. Robertson Sherwood Architects will revise the site plan, bathhouse drawings and cost estimates reflecting the reduced scope design and incorporate all of the above in a revised report to present the reduced scope as an option.

Proposed compensation for these services are as follows:

Aquatic Design Group	Pool Design/Estimating Revision	\$ 4,000
Robertson Sherwood Architects	Code Evaluation/Revised Report	\$ 4,750
Systems West Engineers	Calculate Pool Energy Requirements	<u>\$ 2,000</u>
	Lump Sum Fee	\$ 10,750

We will provide all services in close coordination with designated City of Ashland personnel throughout the study. We are prepared to begin scheduling our work on this study immediately and would hope to have results within 4 to 6 weeks. As always and if needed, we are prepared to adjust the scope of services to meet your needs and expectations.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,


Carl Sherwood, AIA
Corporate Secretary





June 16, 2020

City of Ashland Parks and Recreation Commission
340 South Pioneer Street
Ashland, Oregon 97520

Attention: Michael Black, Ashland Parks and Recreation Director

Re: Daniel Meyer Swimming Pool Replacement – **Solar Energy Study**

Dear Michael:

Robertson/Sherwood/Architects pc is pleased to submit this fee proposal to provide additional planning and design services for the proposed Daniel Meyer Swimming Pool Replacement – Project #000706. Specifically, these services would provide a comparative energy analysis of the scope and impact of a range of solar array alternatives, for both solar hot water and/or photovoltaic renewable technologies, on the water heating requirements for the proposed expansion.

The bulk of this analysis would be performed by Systems West Engineers as outlined in their attached proposal. The finding would be summarized in tabular form with assumptions cited.

This work would be supplemented by Robertson Sherwood Architects with research and development of a concept design and cost estimate for the structure of the Parking Area Solar/Shade Cover alternative shown on the attached aerial photo plan. This information would then be extrapolated to identify costs for the smaller On-Deck Solar/Shade Cover and larger Tennis Court Solar/Shade Cover. This cost information is necessary for the study in understanding the return on investment in these renewable technologies. All of the results of the study would then be incorporated into a revised report.

Proposed compensation for these services are as follows:

Systems West Engineers	Energy Analysis	\$ 8,800
Robertson Sherwood Architects	Concept Design/Revised Report	\$ 4,750
Construction Focus	Cost Estimating	<u>\$ 2,500</u>
	Lump Sum Fee	\$16,050

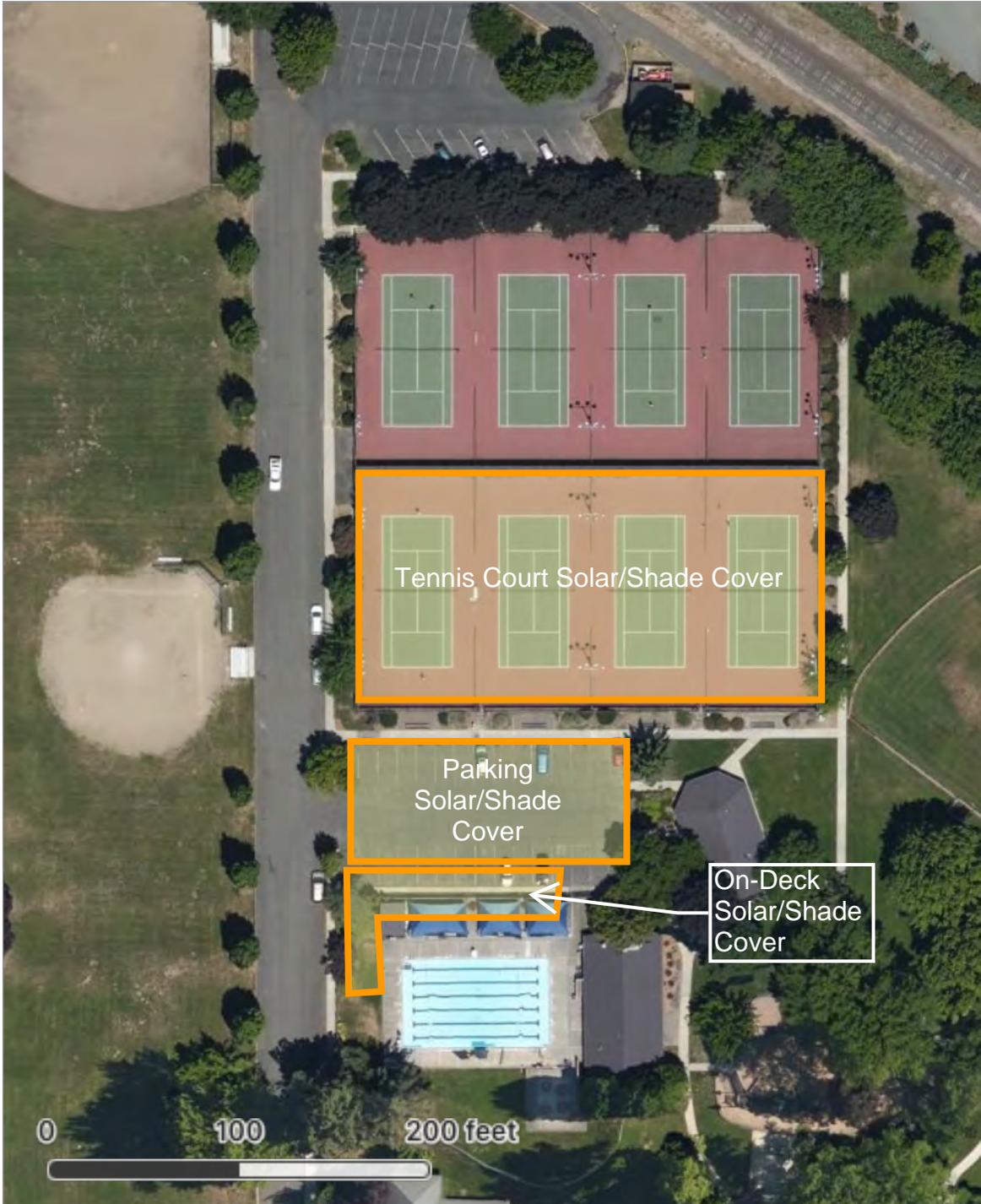
We will provide all services in close coordination with designated City of Ashland personnel throughout the study. We are prepared to begin scheduling our work on this study immediately and would hope to have results within 4 to 6 weeks. As always and if needed, we are prepared to adjust the scope of services to meet your needs and expectations.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,


Carl Sherwood, AIA
Corporate Secretary





June 14, 2021

P21-202R1

Mr. Carl Sherwood
Robertson Sherwood Architects
132 East Broadway, Suite 540
Eugene, OR 97401

RE: Ashland Daniel Meyer Pool
Solar Hot Water Energy Study

Dear Carl:

Systems West would be pleased to provide a comparative energy analysis for the solar array alternatives at the Ashland Daniel Meyer Pool.

PROJECT DESCRIPTION

The Ashland Daniel Meyer Pool is considering three array locations for either solar hot water or photovoltaic renewable technologies. An economic analysis of the alternatives is required to guide the design decision on the most effective option.

BASIC SERVICES

Systems West will analyze the relative performance, emissions reduction, and economic impact of the three solar hot water (SHW) system options and the three photovoltaic (PV) options for the Daniel Meyer Pool design. Systems West will perform the following for this scope of work:

- Review the design options for the Daniel Meyer pool and associated array options.
- Estimate the annual pool heating load profile and the amount of energy offset by each SHW and PV option, taking into account the local weather and solar irradiance resources.
- Calculate the pool heating energy consumption, energy costs, carbon emissions, and opinion of probable installation costs (not including structural) for each SHW and PV option.
- Summarize the comparative findings in tabular form with assumptions cited.

FEE PROPOSAL

Systems West Engineers will provide the services described above for a fixed fee of \$8,800 including reimbursable expenses. If this is acceptable, please prepare a professional service agreement. Please give us a call if you have any questions. We are looking forward to working with you on this project.

Sincerely,

SYSTEMS WEST ENGINEERS, INC.



Gregory N. Langdon, PE

July 20, 2021

P21-202R2

Mr. Carl Sherwood
Robertson Sherwood Architects
132 East Broadway, Suite 540
Eugene, OR 97401

RE: Ashland Daniel Meyer Pool
Renewable Energy Study

Dear Carl:

Systems West would be pleased to provide a comparative energy analysis for renewable energy alternatives at the Ashland Daniel Meyer Pool.

PROJECT DESCRIPTION

The Ashland Daniel Meyer Pool is considering eight options for renewable energy systems:

1. Solar photovoltaic (PV) system in array configuration A
2. Solar Hot Water (SHW) for pool preheat in array configuration A
3. PV system in array configuration B
4. SHW for pool preheat in array configuration B
5. PV system in array configuration C
6. SHW for pool preheat in array configuration C
7. Direct-use geothermal pool heating with heat pump chiller (for low-temperature heat resource)
8. Direct-use geothermal pool heating (for high-temperature heat resource)

An economic analysis of the alternatives is required to guide the design decision on the most effective option. At this time, the site's direct-use geothermal heat quality is undetermined, so the analysis breaks out options 7 and 8 separately pending a future feasibility site evaluation.

BASIC SERVICES

Systems West will analyze the relative performance, emissions reduction, and economic impact of the eight options for the Daniel Meyer Pool design. Systems West will perform the following for this scope of work:

- Review the design options for the Daniel Meyer Pool and associated array options.
- Estimate the annual pool heating load profile and the amount of energy offset by each option, taking into account the local weather, solar irradiance resources, and geothermal heating quality assumptions based on independent research.
- Calculate the pool heating energy consumption, energy costs, carbon emissions, and opinion of probable installation costs (not including structural) for each option.
- Estimate an opinion of probable costs for geothermal well feasibility study and construction. This will include the following:
 - Interviews with geothermal specialty contractors to estimate potential heating

- resources at the site as well as feasibility study costs
- o Estimation of aquifer flow rates for direct heat exchange with pool heating loop.
- o Benchmarking of construction costs based on engineering experience and opinions of probably costs from contractor interviews. This includes the resource and injection wells.
- Summarize the comparative findings in tabular form with assumptions cited.

FEE PROPOSAL

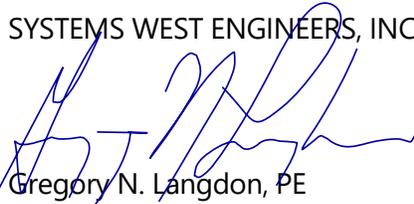
Systems West Engineers will provide the services described above for the fixed fee listed below:

Solar Analysis (Options 1-6)	\$ 8,800
Geothermal Analysis (Options 7 & 8)	<u>8,600</u>
Basic Services Total	\$ 17,400

If this is acceptable, please prepare a professional service agreement. Please give us a call if you have any questions. We are looking forward to working with you on this project.

Sincerely,

SYSTEMS WEST ENGINEERS, INC.



Gregory N. Langdon, PE
President

GNL/JMI/jaw

Sent via Email

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Rick Landt
Julian Bell
Leslie Eldridge
Jim Lewis



Michael A. Black, AICP
Director

541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commission

FROM: Isleen Glatt, Senior Services Superintendent

DATE: September 2, 2021

SUBJECT: ASAC Recommendation for Reserved Parking on Hunter Court

Situation

After hearing about Ashland School District's plan to change parking for Walker Elementary School, the Ashland Senior Advisory Committee (ASAC) voted to recommend to the Commission that parking spaces on Hunter Court be reserved for Ashland Senior Center patrons to ensure access during open hours.

Background

Parking at Ashland Senior Center has always been limited. There is no dedicated parking lot, so patrons find spaces on the adjoining streets. Although patrons may park in the pool or the tennis court parking lots, that distance is a hardship for some patrons with mobility or stamina challenges. The four disabled parking spaces (two on Homes Avenue and two on Hunter Court) help, but there are many additional patrons who find it difficult to walk from farther down the street.

Ashland School District plans to move Walker Elementary parking to the corner of Homes Avenue and Hunter Court. They have received permission from Commissioners to include an entrance/exit on Hunter Court, which will remove two parking spaces at that location and increase traffic on Hunter Court during school drop off and pick up times. ASAC members are concerned that these changes will make parking even more challenging for Senior Center patrons.

Assessment

The part of Hunter Court that runs along the west side of Ashland Senior Center is an important parking area for seniors to access the Center from the side door. Currently

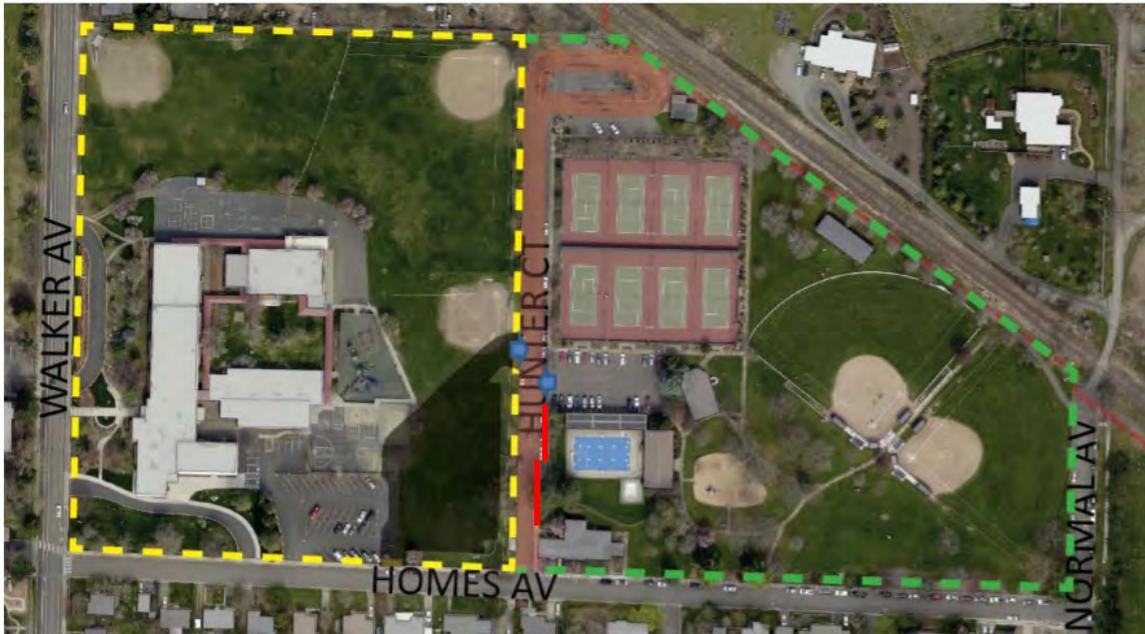
the first three spaces from the corner of Homes Avenue are two disabled parking spaces and one “Authorized Vehicles Only” that is used for loading and unloading for the Food & Friends program. The remaining spaces from there to the pool parking lot entrance (approximately 8 spaces) are available to be designated Senior Center patron parking.

Hunter Court is owned and maintained by Ashland Parks and Recreation Commission. The Commission has the legal right to reserve parking spaces on Hunter Court. The spaces could be reserved with signage and possibly painted curbs. Enforcement would probably be on the honor system, but staff could report to police if unauthorized vehicles park there for extended periods.

Recommendation

ASAC members recommend that the Commission sign approximately 8 additional spaces along the east side of Hunter Court (red lines in illustration below), as reserved Ashland Senior Center Patrons during the Center’s open hours (Monday-Friday, 8:30am-3:30pm, (excluding holidays).

Staff are seeking your direction on whether and how to implement this recommendation.



Possible Motion

I move to designate the spaces along the east side of Hunter Court, from the current “Authorized Vehicles Only” space to the pool parking lot entrance, as reserved for Ashland Senior Center patrons during the Center’s open hours.