

City of Ashland
PARKS AND RECREATION COMMISSION
Signs, Plaques & Memorials Subcommittee Meeting Minutes
May 24, 2018

ATTENDEES

Present: Commissioners Joel Heller and Jim Lewis; Interim Parks Superintendent Jeffrey McFarland; Part Tech II Joe Hyde; Executive Assistant Susan Dyssegard

Absent: None

CALL TO ORDER

Commissioner Lewis called the meeting to order at 2:44 pm.

APPROVAL OF MINUTES

Motion: Heller moved, Lewis seconded approval of the minutes for March 1, 2018, as presented.

The vote was all yes

PUBLIC PARTICIPATION

There was none

ADDITIONS OR DELETIONS TO THE AGENDA

There were none.

UNFINISHED BUSINESS

a. Update on Ashland Pond Signs

McFarland reported that the Monarch Waystation sign proposed by Lomakatsi Restoration Project would be installed as soon as it was framed. The three Ashland Pond entrance signs were now installed.

b. Update on Ashland Pond Bench

McFarland reported that the bench proposed by the Rogue Valley Audubon Society was installed but staff was still waiting for the plaque.

c. Update on American Dipper Sign in Lithia Park

McFarland asked whether subcommittee members were comfortable moving forward with American Dipper bird signage in Lithia Park as proposed by the Rogue Valley Audubon Society; the answer was yes.

d. Updates on Current Memorial Bench / Picnic Table Projects in Parks

Dyssegard reported on current memorial bench / picnic table projects in APRC parks:

- A picnic table for the **DeVault family**—just above the Lithia Park office on the chipped path trail
- A memorial bench for the **Kletter family**— above the Butler bandshell near the creek
- A memorial bench for the **Jeffrey Bernard family**— also above the Butler Bandshell near the creek
- Three memorial items for the **Hald Family**—Hald-Strawberry Park: plaques to be placed in two existing benches and one new bench with plaque to be built and installed near the TID ditch.

A discussion ensued about future requests and the group felt that placing a “limited availability” list together would work best while the Lithia Park Master Plan is underway (next two years). The limited list will include Cotton Memorial picnic tables, those at the swimming reservoir as well as replacements / refurbishments of all existing picnic tables or benches (without plaques) in need of repair. It was suggested that the following be added to the policy: “No new memorial benches or tables will

be added to the Lithia Park inventory between May 2018 and the conclusion of the Lithia Park Master Plan (2 years or more). This moratorium will be revisited following the approval of the plan."

McFarland said the Lithia Park Master Plan would include a section on creation of a sustainable memorials program.

NEW BUSINESS

a. Review and Suggest Updates to the Signs, Plaques & Memorials Policy

Hyde said staff had worked on producing a high quality of maintenance for memorial benches and tables in Lithia Park; however, there was no guarantee they could continue to be maintained at that level in perpetuity.

Discussion

Lewis reminded the group about a past request to impose a ten-year limit on memorial items. He asked that this item be included on a future meeting agenda and incorporated into the policy as follows: "APRC's goal is to maintain a superior quality for new memorial items over a ten-year lifespan." He suggested having donors use a previously discussed "Sponsor-a-Bench" form outlining the ten-year lifespan. He said this form included a signature line that allowed the donor to understand / acknowledge the rule before proceeding with any memorial project.

Lewis suggested asking donors to adhere to the following rules (to be incorporated into the policy if not already included):

- 10-year memorial item lifespan, acknowledged and approved by each donor
- No memorials before one year following the death of an honoree
- Item to be in line with the current "needs list" as identified by the SPM Subcommittee

Another suggested change for the policy was for staff to include a section about the establishment of a SPM subcommittee that had developed criteria for two members of the Parks Commission to serve as the guiding group for memorials, with ultimate approval provided by the full commission.

Staff agreed to develop a current "needs list" for the next subcommittee meeting.

b. Discuss and Review Draft IPM Policy Signs

McFarland said there was a need for signage at non-pesticide parks in terms of environmental / community education. A draft sign had been developed by Promotions Coordinator Dorinda Cottle and was shared around the table.

Discussion

Heller asked if the Promotion Coordinator could come up with three logo suggestions for the signage and bring them back to the subcommittee for review.

The group suggested the following wording for non-pesticide park signage: "This park is managed without the use of toxic pesticides."

McFarland said the changes would be incorporated into the sign and three logo options developed, with everything brought back to the subcommittee for further review at the next meeting.

c. Dogs at Ashland Pond

Heller pointed out that dogs often ran off-leash at Ashland Pond. He asked, per the City of Ashland ordinance, that dogs be kept on leash at all times due to the sensitive natural area around the pond. He asked for a sign to be posted at the "Y" intersection with the addition of the following words:

- Keep dogs on leash
- Pick up after your dogs

Dyssegard agreed to talk to Cottle about creating such a sign for Ashland Pond.

SET NEXT MEETING DATE

The next quarterly meeting was set for Tuesday, September 25, at 2:00 pm, Lithia Park office.

ADJOURNMENT

There being no further business, Commissioner Lewis adjourned the meeting at 3:55 pm

Respectfully submitted,

Susan Dyssegard, Executive Assistant
Ashland Parks and Recreation Commission