

MINUTES FOR REGULAR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
August 9, 2023
Council Chambers – 6 p.m.
1175 E Main St

Present: Commissioners Landt (Chair), Adams, Bachman, Lewis; Deputy Director Dials, Senior Service Superintendent Glatt, Analyst Kiewel

Absent: None

I. CALL TO ORDER

Landt called the meeting to order at 6:00 p.m.

II. APPROVAL OF MINUTES

APRC Special Meeting – July 7, 2023

Motion: Bachman moved to approve the minutes. Seconded by Adams.

Vote: The vote was all yes.

III. ADDITIONS OR DELETIONS TO THE AGENDA

None

IV. PUBLIC FORUM

V. CONSENT

- a) Subcommittee Minutes for Acknowledgement
- b) Acknowledgement of Commissioner Eldridge Resignation

Motion: Bachman moved to approve the consent agenda for acknowledgment. Seconded by Adams.

Vote: The vote was all yes.

VI. BUSINESS

a) **Conversation Cluster Seating Project (Action)**

Glatt reviewed the information included in the meeting packet for the Conversation Cluster Project

- The locations are Lithia Park with 20 stacking chairs, Garfield Park with 3 benches in a circle, Glenwood Park 4 benches in a circle at front of park.
- Areas with benches would have space in between to accommodate wheelchair accessibility and be located close to cement paths and sidewalks.

Adams asked about public feedback regarding this project. Glatt said that feedback would be solicited with signage at the sites. For example, possibly asking what style of seating is preferred, demographics, etc., A press release will be issued and a survey distributed through regular City channels such as Senior and City Newsletters.

Motion: Lewis moved to approve the Conversation Clusters Seating Project as proposed by staff, with use of CIP funds not to exceed \$6000. Seconded by Adams.

Discussion: Lewis said the only possible issue he sees is with the stacking chairs, but the benches and outdoor discussion areas seem like excellent **ideas**.

Vote: The vote was all yes.

b) **Butler Perozzi Fountain Plaque Request**

Dials reviewed the information included in the staff report for the Ashland Parks Foundation Butler Perozzi plaque request.

- At the August 2, 2023, Study Session Meeting, the Ashland Parks Foundation presented a proposal to place a plaque at the Butler Perozzi Fountain location that would commemorate the restoration project the foundation is currently raising funds for.

- The Ashland Parks Foundation formally requests that the Butler-Perozzi Fountain restoration fundraising campaign be allowed to use a \$10,000 threshold for the minimum dollar amount to secure recognition on a future plaque at the fountain site.
- The goal is to raise \$800,000 by end of year; \$400,000 has already been raised.

Mike Gardiner, chair of the Ashland Parks Foundation, said the plaque is to acknowledge larger donations.

The project is being funded through donations, large and small. The “ask” is to add a new plaque to fountain site (as yet undesigned) to acknowledge donations over \$10,000. This can be used as a fund-raising tool for donors.

Landt asked if the APF is proposing to change the name of the fountain. Mike Gardiner said that this is a historic fountain, and no one has considered changing the name of the fountain.

Motion: Bachman moved to approve the request of the Ashland Parks Foundation to use a \$10,000 threshold for the minimum dollar amount to secure recognition on the future plaque at the Butler Perozzi Fountain site. Seconded by Adams.

Discussion: Bachman thanked the APF for all their fund-raising efforts for Butler Perozzi, and for the Japanese garden previously. Adams also praised all of APF’s efforts and pointed out the thoughtfulness of including maintenance funds in the to keep the fountain in excellent shape into the future. Lewis asserted, as a member of the Plaques and Memorial Subcommittee, that the exact size and dimensions of the plaque will have to be approved in the future. Landt agreed, noting that the original proposal called for the plaque to mirror the existing plaques (staff confirmed).

- **Vote:** The vote was all yes

c) Commissioner Vacancy Application Process: Commissioner Seat #1 Vacancy

Landt reviewed information included in the meeting packet:

- Commissioner Eldridge resigned Seat #1 effective July 31, 2023. Per City Charter, the seat needs to be filled within 60 days.
- At the August 2, 2023, Study Session, the Commission asked to review the application/interview questions.

Motion: Bachman moved to approve the Commissioner application form used in 2022 with modifications as reflected in the packet, and the addition of a request for a resume or CV to be attached. Seconded by Adams.

Discussion: For future vacancies, Adams would like to use this process as a learning experience to do things more in advance, so there’s less of a rush. Lewis agreed, and suggested Commissioners review the process after it is complete.

Vote: The vote was all yes.

Motion: Bachman moved to approve the presented interview questions for the commissioner vacancy selection process. Seconded by Lewis.

Discussion: Bachman thanked Adams and Landt for their work on the interview questions and thinks they will offer additional insight into who might make the best Commissioner. Lewis hopes there will be a large group of applicants and interest from citizens who want to get involved in City government.

Vote: The vote was all yes

- Landt outlined the appointment process which is subject to change. Candidates who complete the application by 5:00 PM, August 23rd will be interviewed individually by Commissioners. At the September 6, 2023, meeting Commissioners will vote on a candidate to fill the Commission vacancy. This allows the City Council time to vote on candidates before the 60-day deadline. Staff will consult with the City Administration and put it on the Council agenda.

d) Real Estate Acquisition: Liberty Street Property (391E16AC -TL300) (Action)

Dials reviewed the staff memo included in the meeting packet and showed a map of the property.

- At the April 12, 2023, APRC Executive Session, the Commission directed staff to negotiate for the 17.79 acres Liberty Street Property (391E16AC -TL300).
- On April 20, 2023, the seller accepted an offer of \$486,525 for the property (see attached real estate contract & addendum).
- In May, APRC contracted with Appraiser Mark Baird who conducted an appraisal of the Liberty Street property and valued the property at \$500,000 (see attached appraisal).
- The Charter of the City of Ashland requires both the Parks Commissioners and City Council to agree on property purchases for the Open Space Program. If the Commissioners approve the purchase by motion, the next step will be to present the same information to the City Council in a public meeting. We anticipate that the City Council will review and approve this proposal on August 15, 2023, pending approval by the Commissioners.

Motion: Lewis moved to approve the acquisition of the Liberty Street Property known as 391E16AC -TL300 for the price of \$486,525. Seconded by Adams

Discussion: Lewis praised the open space property accumulation and states that the meal's tax has made this possible. Adams noted that this is a beautiful piece of forest the property with mature Madrones, Douglas Fir, and Ponderosa Pine, and lots of important trail connections. He commended staff for their negotiations in obtaining the property at a good price. We can't underestimate the importance of these kinds of purchases,

Vote: The vote was all yes

e) Vice Chair Election (Action)

- Commissioners elect the Chair and Vice Chair on an annual basis at the beginning of the calendar year. The resignation of Leslie Eldridge leaves a vacancy in the Vice Chair position that needs to be filled.

Motion: Lewis moved to nominate Jim Bachman as Vice Chair of the Ashland Parks and Recreation Board of Commissioners Seconded by Adams.

Discussion: Lewis stated he was proud to nominate Mr. Bachman. Adams said Bachman has shown himself to be thoughtful and knowledgeable and was the first name he thought of when Eldridge stepped down.

Vote: Adams, Lewis, Landt all voted yes. Bachman abstained.

VII. ITEMS FROM COMMISSIONERS/STAFF

Lewis asked if there was time to evaluate potential building lots on the latest property acquisitions for potential sale to offset the costs of these properties. He outlined several potential lots. Landt said that we have sold property in the past and it did raise funds, so it would be a good idea to discuss this further.

Bachman acknowledged Senior Services staff for hosting a fun ice cream social with approximately 150 people attending the event.

Landt noted that Council Liaison Hansen was in attendance and said this was an example of strengthening the relationship between Council and APRC

Adams asked about Sub-Committee Assignments to replace Eldridge. Landt said this would be brought to the Commission in September. Adams will attend meetings informally in the meantime, and staff should let Landt know if there are any assignments that need to be filled before permanent roles are confirmed.

VIII. UPCOMING MEETING DATES

- a) Recreation Division Advisory Committee – August 17, 2023, Lithia Park Cabin 4:00 pm (Bachman will attend unofficially until nominated by the chair and approved with the consent of the Commissioners.)

- b) Ashland Senior Advisory Committee— September 11, 2023, Ashland Senior Center 3:30 p.m.
- c) Special Meeting September 6 – Zoom
- d) Regular Business Meeting – September 12, 2023, in Council Chambers 6:00 p.m.

IX. ADJOURNMENT

The meeting adjourned at 6:50 p.m.

Respectfully Submitted

Tara Kiewel, Administrative Analyst