

IMPORTANT: Any citizen attending a commission meeting may speak on any item on the agenda. If you wish to speak, please fill out the Speaker Request form located near the entrance to meeting room. The Chair will recognize you and inform you as to the amount of time allotted to you. The time granted will be dependent to some extent on the nature of the item under discussion, the number of people who wish to be heard, and the length of the agenda.

CITY OF ASHLAND PARKS AND RECREATION COMMISSION

Regular Meeting Agenda

JUNE 23, 2014 @ 7:00 PM

COUNCIL CHAMBERS ♦ 1175 E. MAIN STREET

CALL TO ORDER

APPROVAL OF MINUTES

Study Session—May 12, 2014

Regular Meeting—May 19, 2014

PUBLIC PARTICIPATION

- Open Forum

ADDITIONS or DELETIONS TO THE AGENDA

UNFINISHED BUSINESS

- Parks Director Recruitment Process Update

NEW BUSINESS

- Drought Update
- Calle Guanajuato Commemorative Plaque Addition

SUBCOMMITTEE and STAFF REPORTS

- Forest Lands Commission Report

ITEMS FROM COMMISSIONERS

UPCOMING MEETING DATE(S) and PROPOSED AGENDA ITEMS

- Study Session—July 21, 2014
 - Ashland Pond, Glendower Street—7:00 PM
 - Wastewater Outfall Relocation Project Review
- Regular Meeting—July 28, 2014
 - Council Chambers, 1175 E. Main Street—7:00 PM
 - Ice Rink Cover CUP Update
 - Dogs Subcommittee Report
 - Wastewater Outfall Discussion
 - Drought Update
 - Parks Logo Discussion and Approval

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 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28CFR 35.102-35.104 ADA Title I). Beginning April 15, 2014, City of Ashland televised meetings will occur on channel 180 for Charter subscribers. Ashland TV subscribers can continue viewing City meetings on channel 9.

City of Ashland
PARKS AND RECREATION COMMISSION
STUDY SESSION
MINUTES
May 12, 2014

ATTENDANCE

Present: Commissioners Gardiner, Landt, Lewis, Seffinger, Shaw; Director Robertson; Superintendents Dials and Dickens

Absent: City Council Liaison: Mayor John Stromberg

CALL TO ORDER

Seffinger called the study session to order at 7:00 p.m. in the Parks office, 340 S. Pioneer Street.

MAY 14 BUDGET MEETING PREPARATION

Robertson said he spoke with City Administrator Dave Kanner about the Budget Committee mid-biennial meeting scheduled for May 14 at 6:00 pm in Council Chambers. Kanner said the commission was not required to attend as the purpose of the meeting was to report to the Budget Committee, in a general way, on ad-hoc Committee recommendations. The commission's proposal to use approximately \$470,000 for additional sidewalks along Winburn Way in Lithia Park and a second dog park off lower Clay Street would be briefly discussed but approval for moving the projects forward would not be granted then. Per Robertson, no individual line items would be approved because the Budget Committee wished to address new budget expenses for the second biennial year.

With regard to Parks, the meeting was expected to include input from Councilor Pam Marsh on ad-hoc Committee discussions, the proposed use of \$470,000 for two Parks projects, and the revised Memorandum of Understanding (MOU) between City Administration and Ashland and Parks and Recreation.

As part of the MOU, Kanner asked Parks to develop an employee communication guide with the aid of a graphic designer. Robertson said an employee communication guide had merit and he liked the idea of standardizing marketing materials for Ashland Parks and Recreation; however, specific parameters outlined in the MOU had not been agreed upon by City / Parks.

Discussion Among Commissioners

Landt suggested moving forward with the MOU, excluding the paragraph pertaining to the employee communication guide, and other commissioners agreed.

For the meeting, Landt and Shaw volunteered to present the rationales for using the \$470,000 for construction of sidewalks in Lithia Park and the second dog park. Seffinger said she would talk about the MOU.

Lewis asked if there would be another opportunity to discuss the MOU. Robertson stated that once he and Kanner reached agreement, council and the commission would separately approve the document.

DIRECTOR RECRUITMENT UPDATE AND SCHEDULE

Robertson asked the commission to funnel all feedback or comments through Dyssegard with regard to any commission business, including the director recruitment process. Emailed summaries would then be provided to the commission.

Robertson distributed a revised Parks Director recruitment schedule with a proposed "short list" meeting proposed for either July 7 or July 11 and interviews tentatively set for later in July. Commissioners were asked to email staff their availability for July 7 or 11 and the week of July 21.

Robertson said he would officially retire on June 30, 2014, at which point he would become a contracted employee. He spoke about his contract: 1) job title changed to Interim Parks Director; 2) salary effective July 1, 2014, increased by 1.4% (proposed cost-of-living adjustment for Parks staff); and 3) a termination clause added that provided two weeks' notice before departure for either Robertson or the commission.

Seffinger said a final contract review would be added to the May 19 regular meeting agenda, with commission approval requested at that time.

STAFF AND COMMISSIONER COMMENTS

Employee COLA Update

The May 19 regular meeting agenda would include a commission review / vote on employee salary modifications including a 1.4% COLA and a vacation cap increase of up to 300 hours annually over three years' time.

Ashland Creek Park Update

Robertson said permits were filed for demolition of the barn on the Ashland Creek property. Due to a citizen's appeal and on recommendation from the Historic Commission, staff posted the barn for sale with no minimum bid for a 30-day period. During that time, the public had the option to purchase the barn and remove it from the property. After the sale period ended, if no sale occurred, the barn would be demolished. Based on the required barn sale period, construction would now begin on June 23.

Seffinger asked if lumber from the barn could be used for other projects in the park. Robertson said barn parts with lead paint would not be safe for reuse; however, raw wood potentially could be used in the construction of garden sheds or other park amenities.

Butler-Perozzi Fountain Update

The commission asked staff to determine the cost of reconstruction versus restoration of the Butler-Perozzi Fountain. The "as built" on the fountain had been completed by architect Kerry Ken Cairn and cost quotes would be available in a week's time. Commissioners asked staff to make sure to include the Historic Commission during the process. Robertson said the Historic Commission would be informed once all information was gathered.

Renaissance Rose

Dials said Anne Wilton, owner of Renaissance Rose between the Plaza and the Calle, was concerned with the small space directly adjacent to her store that was now owned by Ashland Parks and Recreation. Previously it was owned by her landlord and she was able to display merchandise on the Calle. Wilton was upset because her landlord did not inform her about the change in ownership. Dials spoke with Wilton and suggested she could write a letter to the commission asking for a year's lease along the Calle. Dials clarified that this would be an exception because the Calle was currently leased only to the Lithia Artisan's Market and restaurateurs. Robertson cautioned the commission about allowing additional merchandising on the Calle, as the area was already congested.

Calle Guanajuato Rededication Ceremony

Dials said commissioners would receive an invitation to a Calle Guanajuato rededication ceremony scheduled for Wednesday, June 11, at 5:30 pm.

Special Events Policy: Additional Event Booths Requested

Dials said Gina DuQuenne, event coordinator for the Southern Oregon Pride Festival, requested at least twenty 10x10 booths near the Butler Bandshell for their annual event scheduled in October. The current policy allowed for ten 10x10 booths at a cost of \$25 per booth. Dials said she and Special Events Coordinator Lori Ainsworth felt there was sufficient space for up to 25 booths if the booths were placed along one side of Winburn Way. If the commission approved, staff could work out the details with DuQuenne. The commission agreed to add the item to the May 19 regular meeting agenda.

Pesticide Use on City (Non-Park) Properties

For the May 19 regular meeting, per a City request, staff planned to provide a list of City properties maintained by Parks for which the City requested herbicide use. The commission did not think it made sense to introduce herbicide use for City-owned land at a Parks Commission meeting.

Robertson said there were two other possible approaches: 1) the Downtown Beautification Committee planned to formally request from council the presence of fewer weeds in downtown parking lots. Parks could wait and see if council then asked Parks to use herbicides for those areas or wished to pay for additional staff to maintain those areas without the use of herbicides. 2) Include the topic during the next biennial budget cycle, at which point the department could request funds for additional staffing or learn whether herbicides were desired for those areas.

STAFF AND COMMISSIONER COMMENTS

Pesticide Use on City (Non-Park) Properties, cont'd.

Landt said a long-term solution could be to rebuild those areas with an eye toward weed prevention, thereby reducing the need for herbicides.

After a thorough discussion, the commission decided to wait for the Downtown Beautification Committee's recommendation to council regarding City areas maintained by Parks.

Daniel Meyer Pool Renovations

Dickens said recent Daniel Meyer Pool building renovations included interior painting, new flooring, and drywall repair. The wading pool would be filled in with concrete per commission direction and approval.

FINAL COMMISSION COMMENTS

Land Acquisition Subcommittee Report

Landt updated the commission on the work of the Land Acquisition Subcommittee. Three realtors were approached and the subcommittee received proposals from each. Realtor Eric Poole of Full Circle Real Estate was chosen to work with the commission on locating properties, with payment made in the form of an hourly rate rather than by commission. Landt said he looked forward to working with Poole on potential Parks property purchases.

Shaw asked if Mt. Ashland programs had ever been included in a Parks Department winter Recreation Guide. Dials said winter snow programs had been offered in the past without much success but none had been offered through Mt. Ashland Ski Resort. She said she would explore the option with Recreation Coordinator Lonny Flora.

ADJOURNMENT

By consensus, with no further business, Seffinger adjourned the study session at 8:40 p.m.

Respectfully submitted,



Amanda Glass
Ashland Parks and Recreation

City of Ashland
PARKS AND RECREATION COMMISSION
REGULAR MEETING
MINUTES
May 19, 2014

ATTENDANCE

Present: Commissioners Gardiner, Landt, Lewis, Seffinger, Shaw; Director Robertson; Superintendents Dials and Dickens

Absent: City Council Liaison: Mayor John Stromberg

CALL TO ORDER

Seffinger called the meeting to order at 7:04 p.m. in Council Chambers, 1175 E. Main Street.

APPROVAL OF MINUTES

Study Session – March 17, 2014

MOTION Landt moved to approve the minutes as presented. Shaw seconded the motion.

The vote was: All yes

Study Session – April 21, 2014

MOTION Shaw moved to approve the minutes as presented. Lewis seconded the motion.

The vote was: All yes

Regular Meeting – April 28, 2014

Under "Public Participation," in which Jeannine Grizzard of ACT asked for storage of theater equipment at the Ashland Community Center between scheduled performance dates, Landt said the minutes indicated that "the commission directed staff to work out the details with Grizzard." His recollection was that staff would work with Grizzard to see if a resolution could be worked out.

Under "Calle Guanajuato Seating Contracts," Landt said a statement was attributed to him regarding "year-round dining not making sense but the prorating of fees being a nice gesture." Landt said the two statements didn't make sense together but could be separated into two sentences: 1) "Year-round dining on the Calle didn't seem to make sense." and 2) "Prorating the fees to restaurants this year due to the reduced season would be a nice gesture."

MOTION Landt moved to approve the minutes as amended. Shaw seconded the motion.

The vote was: All yes

PUBLIC PARTICIPATION

Timothy Dolan, 1258 Munson Drive, requested the reinstallation of a Woof Waste station at the top section of North Mountain Park. This "second-tier area," with its own playground and walk-through section, was specifically designed to accommodate foot traffic transiting the periphery of North Mountain Park proper. A dog waste station was installed and then removed. Trying to suppress dogs in the peripheral park to inhibit dog waste would not work. Installing a dog waste dispenser would be consistent with dog waste management in other parks, including the margins of Lithia Park.

Ann Cramer, PO Box 323, requested community garden amenities at Ashland Creek Park: raised 10x10 garden beds with gopher protection; decomposed granite paths; greenhouse with perimeter fence and an enlarged back area; processing area extension with an outside counter and utility sink; compost area at southeast end of the garden with holding and debris bins; enlarged area for loading and unloading of tools and supplies; shelter within the garden for respite from sun and rain and a place for gardening classes, meetings and events; a 16' x 20' pavilion with built-in benches; a grant application to the Ford Foundation; rain catchments from the roof into barrels; and an interim shelter using shade cloth and umbrellas.

Commissioners asked staff to review Cramer's suggestions and see what might be incorporated.

ADDITIONS OR DELETIONS TO THE AGENDA

MOTION Landt moved to add "Review Dates and Panel Configuration for Director Recruitment Process" under "New Business." Lewis seconded the motion.

The vote was: All yes

UNFINISHED BUSINESS

None

NEW BUSINESS

SOUTHERN OREGON PRIDE EVENT: REVISED BOOTH REQUEST

Gina DuQuenne, President of Southern Oregon Pride, requested at least twenty 10x10 booths in Lithia Park for the annual Southern Oregon Pride event in October 2014.

Dials said the current Parks Commission Special Events Policy allowed for ten booths at a cost of \$25 per booth. The policy also stipulated that booths were to be placed in the bandshell parking lot. After walking the area with Volunteer and Special Events Coordinator Lori Ainsworth, it was felt that the parking lot and the area above the bandshell along either side of Winburn Way could easily accommodate up to 25 special event booths per event.

MOTION: Landt moved to approve changing the Ashland Parks and Recreation Commission Special Events Policy to increase the number of booths per special event from ten to 20.

The motion died for lack of a second.

MOTION: Shaw moved to approve changing the Ashland Parks and Recreation Special Events Policy to increase the number of booths per event from ten to 25 10x10 booths per staff recommendation.

Discussion of Motion

Landt said the current policy had been in place for years and only one special event organizer requested additional booths during that time. He said DuQuenne asked for at least 20 booths, not 25 booths. He spoke favorably about incremental changes to allow the commission to evaluate any effects from the policy change before increasing to a higher number. Gardiner said staff requested 25 booths and that seemed reasonable and could increase revenues per event. Commissioners agreed with the suggestion to increase to 25 booths, with staff reporting on the policy change at a future meeting.

The vote was:

Gardiner, Lewis, Seffinger, Shaw – yes

Landt - no

FY 14-15, FY 15-16, FY 16-17 PARKS EMPLOYEE COLA / BENEFITS

Robertson said a Parks employee group met with Parks management and City of Ashland Personnel to discuss a cost-of-living wage adjustment and other benefit alterations in FY 14-17 for all regular part-time and full-time staff. Recommendations included:

- **Wages:** a range of 1-5% COLA for FY 14-17 based on a Consumer Price Index (CPI-W) 12-month average from March of the prior year to March of the current year. The average for March 2014 was 1.4%.
- **Vacation Cap:** to assist employees from losing accrued vacation hours, incrementally increase maximum vacation accruals as follows:
 - July 1, 2014 – Cap raised from 200 to 250 hours
 - July 1, 2015 – Cap raised from 250 to 275 hours
 - July 1, 2016 – Cap raised from 275 to 300 hours
- **Vacation Cash-out Opportunity:** allow employees to cash out, or request to pay into a City deferred compensation plan, up to 40 hours of accrued vacation leave each year on the last pay day in November. Employees must have a minimum balance of 40 hours to be eligible to cash out any vacation hours.

NEW BUSINESS

FY 14-15, FY 15-16, FY 16-17 PARKS EMPLOYEE COLA / BENEFITS, cont'd.

- **HRA VEBA:** Amend the language in the Parks and Recreation Department Employee Handbook to allow between 100 and 1,000 hours of accrued sick leave to be paid into an employee's HRA VEBA account when the employee leaves the department "in good standing." The cash-out of sick leave hours into the HRA VEBA would apply to all employees leaving the department in good standing (normal resignation, termination or retirement). Employees terminated *for cause*, or resigning in lieu of being terminated *for cause*, would be ineligible for this benefit. "For cause" is defined as conduct bringing discredit upon the department or being a direct hindrance to the effective performance of Parks functions, including but not limited to causes listed in the Parks Employee Handbook Section 8.2. A benefit determination would only be made after the employee was granted due process.

Robertson said vacation benefits changes would bring Parks into better alignment with benefits provided to City staff. Commissioners asked for amended wording for the last item: "An employee can accrue up to 900 hours into their HRA VEBA account upon termination if they are in good standing."

MOTION: Landt moved to approve the suggested salary and benefits adjustments as proposed by staff and amended by staff and the commission for all Parks regular full-time and part-time staff, effective July 1, 2014, for FY 14-17. Shaw seconded the motion.

Discussion of Motion

Shaw asked if the benefits were the same for City staff. Robertson said City employees were able to cash out a portion of their sick leave if they met certain criteria. Parks staff were not able to do that but could cash out HRA VEBA hours (up to 900) upon termination if they left the department in good standing.

Landt said he approved of incentives for growing sick leave banks for times of calamity.

The vote was: All yes

INTERIM PARKS DIRECTOR CONTRACT REVIEW AND APPROVAL

Robertson said he would retire on June 30, 2014, but agreed to remain in place on a temporary contracted basis pending recruitment, hiring and placement of a new Parks Director. He asked for approval of the draft Interim Parks Director employment contract drawn up with assistance from the City Attorney's office. He said his hourly contracted rate would be \$57 and he could work up to 1,039 hours in a calendar year.

MOTION: Lewis moved to approve the Interim Parks Director employment contract for Robertson as presented. Shaw seconded the motion.

Discussion of Motion

Shaw noted that with Robertson retiring and the commission in the process of hiring a new director, it would be helpful to retain Robertson during the interim period. It was good for the commission and good for the Parks Department. Seffinger stated that Robertson's departure would be personally sad but this was a fair contract offer.

The vote was: All yes

REVIEW DATES AND PANEL CONFIGURATION FOR DIRECTOR RECRUITMENT PROCESS

Robertson distributed the most recent Parks Director recruitment schedule and asked the commission to decide on the number of interview panelists. He also requested confirmation of the commission's availability for candidate interviews on July 22 and 23. Recruiter **Wendi Brown** asked for panelists' names by the end of May.

Commissioners agreed to include between nine and eleven interview panelists. They confirmed their availability for director interviews on July 22 and 23. Brown said the "short list meeting" was set for July 7 from 10 a.m. to noon, with candidate binders scheduled for distribution on Sunday, July 6. Seffinger said she would be out of town on July 7. HR Manager **Tina Gray** said she made hotel reservations for July 21 and 22. Commissioners asked her to retain those reservations but add one additional day, allowing applicants to explore Ashland.

SUBCOMMITTEE and STAFF REPORTS

Donated Vehicle from RVTD

Robertson said a handicap-accessible, gas-powered minibus was offered free-of-charge through RVTD. The vehicle's odometer showed 150,000 miles and it was not expected to have a long life span. The van could help with Senior Center trips and volunteer and Adaptive Program activities. The City mechanic provided feedback on the viability of the vehicle. Robertson asked if the commission had an interest in accepting the donated vehicle and said it would allow the commission to evaluate whether they wanted to purchase a similar vehicle in the future. The commission agreed to accept the donated vehicle.

Calle Rededication Ceremony

Dials reported on a rededication ceremony scheduled for Wednesday, June 11, at 5:30 p.m. along the Calle Guanajuato. Two musical groups, several speeches and free appetizers would be included and the public was invited to attend.

ITEMS FROM COMMISSIONERS

Historic Commission Award Ceremony

Lewis said an award ceremony honoring historic restorations was scheduled for Wednesday, May 21, at 1:00 p.m. in the Ashland Community Center. Parks staff would be honored for two recent Lithia Park restorations: Enders Shelter and Atkinson Bridge.

Acknowledgement and Appreciation Voiced for Clean Park Restrooms

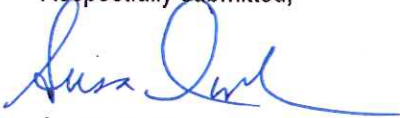
Shaw expressed appreciation for clean and well-maintained restrooms throughout the parks system, including those recently noted at Hunter, Garfield, and Railroad parks. Staff thanked him for his feedback.

UPCOMING MEETING DATES & PROPOSED AGENDA ITEMS

- Study session set for June 16 at 7:00 p.m., Parks office, 340 S. Pioneer Street. Topic:
 - Public Works Review of Ashland Pond / Wastewater Outfall into Bear Creek
- Regular meeting set for June 23 at 7:00 p.m., Council Chambers, 1175 E. Main Street. Topic:
 - Parks Director Recruitment Process Update

ADJOURNMENT– By consensus, with no further business, Seffinger adjourned the meeting at 8:18 p.m.

Respectfully submitted,



Susan Dyssegard
Ashland Parks and Recreation

ASHLAND PARKS AND RECREATION COMMISSION

340 SO. PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Rick Landt
Jim Lewis
Stefani Selfinger
Vanston Shaw




Don Robertson
Director

TEL: (541) 488-5340
FAX: (541) 488-5314

MEMORANDUM

TO : Ashland Parks and Recreation Commission

FROM : Don Robertson, Director 

DATE : June 18, 2014

SUBJECT : Parks Director Recruitment Process Update

Action Requested

Information only

Background

Wendi Brown has notified us that 32 applications have been received, 11 of which are either "strong or very strong." When asked whether there were any Oregonians, she said yes but did not say who or how many.

The position will remain open until June 30.

ASHLAND PARKS AND RECREATION COMMISSION

340 SO. PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Rick Landt
Jim Lewis
Stefani Selfinger
Vanston Shaw



Don Robertson
Director

TEL: (541) 488-5340
FAX: (541) 488-5314

MEMORANDUM

TO : Ashland Parks and Recreation Commission

FROM : Bill Miller, Western Division Manager *BM*

DATE : June 16, 2014

SUBJECT : Water Curtailment Procedures

Action Requested

Information on water curtailment procedures pertaining to irrigation in Ashland parks.

Background

Ashland Parks and Recreation's irrigation system consists of over 60 water meters designated "government irrigation," along with three pump systems which connect to the Talent Irrigation District (TID), and one system supplied by a well. From those three TID pump systems water is supplied to 70% of Lithia Park, 90% of North Mountain Park, and 100% of Oak Knoll Golf Course. Over 80% of the irrigation is controlled by a central computer monitored daily by Parks staff which allows widespread adjustments to the percentage of water used. Additionally, the Parks Department receives daily usage reports from the Water Treatment Plant showing the amount of flow into and out of Reeder Reservoir.

Due to the drought conditions, the City of Ashland Conservation Department requires water curtailment measures designed to ensure that the water supply remains sustainable through the summer. Specifically, Parks irrigation staff will adjust water usage determined by percentage of water used in an area; number of days an area is watered; and watering run times. The adjustments are based on the Water Allocation Table found in Section 14.06.015 of the Ashland Municipal Code. The table is listed below:

CATEGORY	METER SIZE	STAGE 1	STAGE 2	STAGE 3	STAGE 4
Gov Irrig	0.75"	3200 cf	1100 cf	100 cf	0 cf
Gov Irrig	1.00"	6100 cf	2100 cf	200 cf	0 cf
Gov Irrig	1.50"	10400 cf	3700 cf	400 cf	0 cf
Gov Irrig	2.00"	15200 cf	5300 cf	500 cf	0 cf
Gov Irrig	3.00"	30400 cf	10600 cf	1100 cf	0 cf
Gov Irrig	4.00"	48100 cf	16800 cf	1700 cf	0 cf

The previous table shows that Parks irrigation systems are required to reduce water usage by percentages during each stage of curtailment. Stage 1 is a 20% reduction, stage 2 is a 30% reduction, stage 3 is a 40% reduction and stage 4 is a 50% reduction in potable water usage and total shut-off of water meters designated as government irrigation.

The Irrigation Department voluntarily began curtailment to facilitate reduced water usage in the City. Water is adjusted in areas based on the needs of the vegetation, along with specific areas of safety to the public (i.e. athletic fields), tourism, possible lasting effects on sensitive plants (i.e. trees planted in the last year), and financial considerations. One of the biggest financial landscape concerns is the Oak Knoll Golf Course. As curtailment begins, irrigation would be reduced on the fairways. Because the tee greens are very expensive to re-sod, watering of these areas would continue as long as possible. If the water crisis worsens, the tees and the oldest greens will be the first to have water reduction.

The Parks Department continues to monitor its water consumption on a daily basis during this drought. Adjustments will be made as needed to comply with the water curtailment measures while continuing to provide the public with the park experience they are accustomed to.

The following document is a description of Parks and City properties maintained by the Irrigation Department and which have been highlighted in regards to water reduction.

The key is listed below:

Red= immediate reduction

Yellow= moderate reduction

Green= limited reduction

Blue=not applicable

#	Location / Address	Owner	Make	Model	Type	Size	Serial #
1	Lithia Park - entrance 10 Winburn Way (in vault at park entrance) (£ 1598735)	Pks	Conbraco	40-100-02	DC	3	NA 797
					Test:		
2	Lithia Park - ice rink 95 Winburn Way (ice rink pkg lot) (28987598)	Pks	Conbraco	40104A2T	DC	0.75	AK 229
					Test:		
3	Lithia Park - Granite St. 230 Granite St. (vault on W. side of tennis courts) (10233296)	Pks	Wilkins	375A	RP	4	13936
					Test:		
4	Lithia Park - Winburn Island 291 Granite St. (29428147)	Pks	Conbraco	4010499T	DC	0.75	CT 890
					Test:		
5	Lithia Park - Reservoir 620 Granite St. (in lawn next to water meter) (45128083)	Pks	Febco	805y	DC	1.5	AE0614
					Test:		
6	Calle 0 Granite St. (19900247) (next to POC)	Pks	Watts	007M2	DC	1.5	12810
					Test:		
7	Bluebird Park 11 Water St. (close to east wall) (17874076)	Pks	Wilkins	950	DC	0.75	554688
					Test:		
8	Skateboard Park 222 Water St. (2340541)	Pks	Conbraco	4010599T	DC	1	FR974
					Test:		
9	Community Garden - Vogel 27 E. Hersey (3' from fire hydrant) (60013766)	Pks	Wilkins	950XLT	DC	1.5	1501216
					Test:		
10	Greenway - wetlands 75 W. Nevada (wetland test area) (1956401)	Pks	Conbraco	40205A2	RP	1	ER615
					Test:		
11	Dog Park 73 W. Nevada (15987220)	Pks	Febco	850	DC	2	32474
					Test:		
12	N. Mountain - Nature Center 620 N. Mountain (parkway median nearPOC) (53922490)	Pks	Wilkins	950XLT	DC	1.5	1015547
					Test:		
13	N. Mountain - Sports fields 526 N. Mountain Ave (vault between pkwy & JVBB fence) (7471932)	Pks	Wilkins	975	RP	4	B29414
					Test:		
14	Riverwalk - open space 511 Clinton (near sidewalk and controller) (60742126)	Pks	Wilkins	950XLT	DC	2	690080
					Test:		
15	Railroad Park 785 A Street (47320530)	Pks	Febco	805y	DC	1.5	152730
					Test:		
16	Evergreen Ponds 1393 Evergreen (near sidewalk and POC) (57943664)	Pks	Conbraco	4010799T	DC	1.5	DC603
					Test:		

#	Location / Address	Owner	Make	Model	Type	Size	Serial #
17	Garfield Park 40 Garfield St. (Garfield St. side) (39142091)	Pks	Febco	805	DC	2	y3066
					Test:		
18	Hunter Park 1699 Holmes Ave (in vault on Holmes Ave.) (1363223)	Pks	Wilkins	950	DC	3	A12858
					Test:		
19	Triangle Park 0 Liberty St. (17498773)	Pks	Conbraco	4010799T	DC	1.5	HB900
					Test:		
20	Glenwood Park 1060 Ashland St. (Glenwood Ave side) (67471081)	Pks	Febco	805y	DC	1.5	P7630
					Test:		
21	Garden Way Park 1620 Clark Ave. (17322279)	Pks	Febco	805y	DC	1.5	6864
					Test:		
22	Sherwood Park 600 Sherwood Ave. (30161734)	Pks	Conbraco	4010799T	DC	1.5	HB925
					Test:		
23	Clay St. Park 551 Clay St. (14658019)	Pks	Wilkins	950XL	DC	2	64810
					Test:		
24	Scenic Park 603 Scenic Dr. (34043907)	Pks	Wilkins	950XLT	DC	1.5	W266495
					Test:		
25	E. Nevada - fish passage proj. 110 E. Nevada (E of Ashland Creek off slope (33291987)	Pks	Febco	850	DC	1	85486
					Test:		
26	Oak Knoll - shop irrigation 3050 Hwy 66 (N. side of maintenance shop) (47281128)	Pks	Wilkins	950XL	DC	1.5	648137
					Test:		
27	Oak Knoll - Clubhouse - fire 878 Twin Pines Circle (in pkg lot vault) (43240955)	Pks	Wilkins	950XL	DC	0.75	1141641XLD
					Test:		
28	Oak Knoll - Clubhouse - fire 878 Twin Pines Circle (in pkg lot vault) (43240955)	Pks	Wilkins	350DA	DCDA	4	N02358
					Test:		
29	Oak Knoll - Clubhouse irrigation 878 Twin Pines Circle (N of water POC) (43240955)	Pks	Febco	805	DC	1	y0916
					Test:		
30	Oak Knoll - Clubhouse - fire 3070 Hwy 66 (clubhouse utility room) (43240955)	Pks	Conbraco	40207A2	RP	1.5	JW603
					Test:		
31	Oak Knoll - Clubhouse - potable 3070 Hwy 66 (clubhouse utility room) (44822450)	Pks	Watts	M20T	RP	2	154408
					Test:		
32	Oak Knoll - Golf course irrigation 884 Cypress Point Loop (wooden house used for pond fill) (47077766)	Pks	Conbraco	61717	RP	2	40208AZ
					Test:		

#	Location / Address	Owner	Make	Model	Type	Size	Serial #
33	Oak Knoll Pro Shop kitchen 560 Catalina	Pks	Conbraco	9	DC	2	
					Test:		
34	Kestral Park 949 Kestral (median strip on Fair Oaks)	Pks	Watts	009QT	RP	0.5	
					Test:		
35	Eng / Comm Dev Bldg 51 Winburn Way	City	Conbraco	4010599T	DC	1	DN567
					Test:		
36	Plaza 20 E. Main (2330202)	City	Febco	805y	DC	1	76124
					Test:		
37	N. Main / Church - Island 102 N. Main (next to POC & across from Bards Inn on Island) (64558041)	City	Febco	805y	DC	1	AC2578
					Test:		
38	N. Main / Church 100 N. Main (between transformers and shasta bldg) (22822614)	City	Febco	805y	DC	1	R6875
					Test:		
39	Water St. - East 60 Water St.	City	Febco	850	DC	1	21153
					Test:		
40	Water St. - West 59 Water St. (33906197)	City	Febco	850	DC	1	32769
					Test:		
41	Walker Ave. trees 215 Walker Ave. (34668714)	City	Febco	850	DC	0.75	22720
					Test:		
42	Gresham / E. Main 374 E. Main (E. Main shrub bed) (38013108)	City	Febco	805y	DC	1	AD8864
					Test:		
43	3rd / E. Main 397 E. Main (in raised planter bed) (43240954)	City	Conbraco	4010599T	DC	1	ON623
					Test:		
44	2nd St. Parking Lot 26 2nd St. (parking lot shrub bed next to POC) (45095195)	City	Febco	805	DC	0.75	AA9306
					Test:		
45	Elks Parking Lot 20 N. 1st St. (W side of parking lot) (56992017)	City	Wilkins	950XLT	DC	1	1120597
					Test:		
46	Fire Station #1 455 Siskiyou (57943715)	City	Wilkins	950XLT	DC	1	1617452
					Test:		
47	Pioneer St. Parking Lot 138 N. Pioneer (42604136)	City	Febco	805y.	DC	1.5	41717
					Test:		
48	Oak St. - North 280 Oak St. (shrub bed N of pkg lot drive - 30' from bldg) (1640118)	City	Wilkins	950	DC	0.75	312609
					Test:		

#	Location / Address	Owner	Make	Model	Type	Size	Serial #
49	Oak St. - South	City	Wilkins	950y	DC	0.75	312712
	270 Oak St. (Armory shrub bed on Oak St.) (1640113)				Test:		
50	Crowson reservior	City	Wilkins	950XLT	DC	1	1331221
	696 Terrace St. (58723901)				Test:		
51	Blvd - Morton St.	City	Conbraco	4010899T	DC	2	QE040
	720 Siskiyou Blvd (between Morton & Liberty in parkway) (59539878)				Test:		
52	Blvd - Palm St.	City	Conbraco	4010899T	DC	2	QE151
	1000 Siskiyou Blvd (across SOU) (59237682)				Test:		
53	Blvd - Normal St.	City	Conbraco	4010599T	DC	1	8938
	1825 Ashland St. (pkwy between Sherwood & Normal) (57534817)				Test:		
54	Blvd - Ashland St.	City	Conbraco	4010599T	DC	1	PQ258
	1405 Ashland (pkwy across from Quiznos) (59876246)				Test:		
55	Hwy 66 Trees	City	Wilkins	950XLT	DC	0.75	451215
	1455 Ashland St. (edge of sidewalk in empty SOU lot) (42369321)				Test:		
56	Airport - driveway	City	Conbraco	40107T2	DC	1.5	SC276
	403 Dead Indian Mem. Rd. (N.side of driveway in bed) (17773801)				Test:		
57	Airport - building landscape	City	Febco	805y	DC	0.75	AE1852
	403 Dead Indian Mem. Rd. (20' North of Main Building) (17773801)				Test:		
58	Justice Center	City	Febco	805	DC	1.5	SN16246
	1155 E. Main (police dept landscape) (44191072)				Test:		
59	Public Works - service yard	City	Watts	009M2QT	RP	1.5	A24763
	90 N. Mountain (main driveway)				Test:		
60	B St. Yard	City	Febco	805y	DC	1	y9715
	1085 B Street (B street yard next to POC & drway) (25203487)				Test:		
61	N. Mountain - substation	City	Wilkins	600	DC	1	181084
	500 N. Mountain (electric substaion irrigation) (30503531)				Test:		
62	North Entry	City	Febco	805y	DC	2	T2300
	0 N. Main St. (center median) (41511860)				Test:		
63	Barclay Square	City	Febco	850	DC	1	32755
	2205 Ashland St.				Test:		
64	Tolman Cr. Road - South	City	Wilkins	950XLT	DC	0.75	1753080
	980 Tolman Cr. Rd. (South parkway median) (24399556)				Test:		

#	Location / Address	Owner	Make	Model	Type	Size	Serial #
65	Tolman Cr. Road - Middle	City	Wilkins	950XLT	DC	0.75	1792038
	775 Tolman Cr. Road (middle parkway median) (24399165)				Test:		
66	Tolman Cr. Road - North	City	Wilkins	950XLT	DC	0.75	1789103
	677 Tolman Cr. Road (North parkway median) (24399560)				Test:		
67	W. Nevada - Voris	City	Wilkins	950XLT	DC	0.75	2285931
	144 W. Nevada (parkway strip) (66517784)				Test:		
68	W. Nevada - Michelle	City	Wilkins	950XLT	DC	0.75	2218682
	208 W. Nevada (parkway strip) (33291985)				Test:		
69	W. Nevada - Glendower	City	Wilkins	950XLT	DC	0.75	2284112
	278 W. Nevada (parkway strip) (66517779)				Test:		
70	Mt. Meadows	City	Conbraco	40105T2	DC	1	VE484
	805 N. Mountain (2nd in group of four) (53871208)				Test:		
71	Perozzi Fountain	Pks					
					Test:		
72	Japanese Water Run	Pks					
					Test:		
73	Library Landscape	County					
					Test:		
74							
					Test:		
75							
					Test:		
76							
					Test:		
77							
					Test:		
					Test:		
					Test:		

ASHLAND PARKS AND RECREATION COMMISSION

340 SO. PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

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MEMORANDUM

TO : Ashland Parks and Recreation Commission

FROM : Don Robertson, Director 

DATE : June 18, 2014

SUBJECT : Calle Guanajuato Commemorative Plaque Addition

Action Requested

Approve plaque as proposed and discussed

Background

Commissioner Seffinger fielded an earlier request by Mayor Stromberg for a commemorative plaque to be mounted on or near existing Calle Guanajuato signs. At the June 16 study session the commission discussed the proposed plaque and its wording.

Per a request from Commissioner Landt, the proposed plaque wording was shortened to:

"Connecting Ashland, Oregon, to our Sister City"

If approved, the commission would need to decide on the plaque's size so staff could obtain an accurate quote. Plaque placement would also need to be determined.

Plaque costs would be divided between City Administration, the Amigos Club, and Parks.