

City of Ashland
PARKS AND RECREATION COMMISSION
Regular Meeting
Minutes
February 26, 2018

Present: Commissioners Gardiner, Heller, Landt, Lewis, Miller; Interim Parks Superintendent McFarland; Recreation Superintendent Dials; Executive Assistant Dyssegard; Assistant Manuel

Absent: City Council Liaison Mayor Stromberg; APRC Director Black

CALL TO ORDER

Chair Gardiner called the meeting to order at 7:00 p.m. at Council Chambers, 1175 E. Main.

APPROVAL OR ACKNOWLEDGEMENT OF MINUTES

- Trail Master Plan Update Committee, December 29, 2017—acknowledged
- Ad-Hoc Senior Program Advisory Committee (ASPAC), January 8, 2018—acknowledged
- Trail Master Plan Update Committee, January 26, 2018—acknowledged
- Trail Master Plan Update Committee, February 9, 2018—acknowledged

Regular Meeting- January 22, 2018

Motion: Landt moved to approve the minutes of January 22, 2018, as presented. Miller seconded.
The vote was all yes.

Landt shared his appreciation and thanks for the work done by ASPAC and the Trail Master Plan Update Committee.

PUBLIC PARTICIPATION

- *Open Forum*

Sue Wilson of Ashland, OR, was called forward.

Wilson highlighted previous public input and associated discussion about the condition of the tennis courts at Hunter Park, stating that APRC had not sufficiently funded ongoing maintenance. She noted that a long-term solution to repair and preserve the tennis courts had not been planned. Wilson referenced the Performance Audit, indicating that it contained recommendations to fund maintenance as a priority over expansion or the acquisition of new properties. She talked about the Oak Knoll Golf Course as another case in point.

Wilson expressed her opinion regarding reorganization of the Senior Center and expenses related to the reorganization. She stated that a needs assessment conducted prior to reorganization would have verified whether there were underserved seniors and/or a need for additional programs and services. Wilson highlighted the positives that were formerly in place.

Wilson focused on the financial impact of proposed expansion at Daniel Mayer Pool, noting that decisions made by APRC were stretching an already tight budget ([Wilson input](#)).

Anne Bellegia of Ashland, Oregon, was called forward.

Bellegia noted that she was originally doubtful about the necessity for reorganizing senior services; however, after serving on ASPAC and researching best practices, she now agreed with the basis for the decision.

Bellegia emphasized that the recall was not solely due to misinformation. She explained that when seniors were faced with loss of independence, changes could provoke fears about the future. Bellegia indicated that while no senior program could fix the shortage of caregivers for seniors or provide funding for care, a robust senior program could help to prevent or delay the loss of independence. A good senior program provided information and assistance in navigating available social services while helping to create a sense of well-being through programs offered. She referred to a recent needs assessment / community survey, stating that it was clear that a warm and welcoming environment was the most valued aspect of a senior program.

Bellegia emphasized that the Senior Center had continued to offer a warm and welcoming environment during reorganization as evidenced by an increase in participation. She commented that APRC had been receptive to the ASPAC recommendations and, in her opinion, the Commissioners now had the information and resolve to implement a strong Senior Services Program.

Bellegia thanked the Commissioners for their support and said she did not support a recall vote ([Bellegia input](#)).

UNFINISHED BUSINESS

a. ORPD Grant Resolution for Nature Play Area at North Mountain Park (Information / Action)

Dials presented a grant resolution for development of a Nature Play Area at North Mountain Park. Approval of the Resolution would authorize staff to apply for the grant through the Oregon Parks and Recreation Department. She stated that the City Attorney had reviewed and approved the wording of the Resolution. Dials explained that approval would signify that the Commissioners supported the project and agreed to ongoing maintenance of the play area upon completion.

Dials described the 4000 sq. ft nature-centered play area as a playground constructed entirely of natural materials, such as wood, rocks, sand and water. She highlighted the educational values the play area was designed to emphasize.

Dials added that research regarding the otter fence indicated that it would weather well out of doors.

Commissioner Discussion

Heller asked about the funding and whether the project would move forward if the grant was awarded but did not cover the entire cost of the plan. Dials replied affirmatively, noting that APRC had set aside \$15,000 for the project – money that would contribute toward obtaining matching funds. She said staff had applied for several other grants and funding for design of the space was already awarded.

Landt commented that North Mountain Park served hundreds of children but lacked a playground. He stated that the Nature Play Area would fill that void.

Lewis noted that he had lobbied for the \$15,000 in support of the project during the BN 17-19 budget planning season. He stated that there was an expectation that staff would identify other sources of revenue, including additional grants. He applauded Nature Center Manager Libby VanWyhe for her initiative and organizational skills. Miller agreed, expressing appreciation for the stellar work in educating children visiting the Center.

Motion: Landt moved to approve the Resolution authorizing application for a grant for development of a Nature Play Area at North Mountain Park. Miller seconded.

The vote was all yes.

b. Recommendation from ASPAC to Form a Standing Senior Program Advisory Committee (Information / Possible Action)

Dials reiterated that ASPAC recommended the creation of a standing Senior Program Advisory Committee (SPAC) at an ASPAC meeting held February 12, 2018. In addition, approval was sought for the proposed appointment process of committee members. Dials relayed that open recruitment would be held for four weeks beginning February 28, 2018 and ending March 28, 2018. She explained that the criteria for appointment was similar to APRC's other Committees and Subcommittees: three-year terms, residency within Ashland City limits and development of bylaws. SPAC applications would be presented to the Commissioners on Monday, April 23, 2018.

Jackie Bachman, ASPAC Chair, was called forward to field questions regarding the proposal.

Heller noted that it would be helpful to advertise broadly to ensure that Ashland residents were informed about the opportunity. Dials stated that a promotion plan had been developed by the APRC Promotions Division.

Landt proposed an amendment to the appointment process, stating that the purpose would be to forward Committee recommendations to the Ashland Parks and Recreation Commissioners regarding matters related to the Ashland Senior Program. He noted that making that change would ensure that the Committee was following the protocols established for all APRC Committees and Subcommittees.

Motion: Landt moved to approve the recommendations as amended. Lewis seconded.
The vote was all yes.

Gardiner noted that **Jim Bachman** had not been called forward during Public Comment. He invited Bachman to speak.

Jim Bachman of Ashland, Oregon, was called forward.

Bachman talked about the Parks Commission Special Meeting of August 9, 2017, at which Commissioner Landt suggested the formation of a Senior Program Advisory Committee. The Ad-hoc Committee was formed and had researched and brought into public discussion a plan to ensure a successful senior program. Bachman affirmed his support for a permanent, standing SPAC and stated that those currently on the Commission should remain on the Commission to see the project through.

Bachman stated that he had been concerned initially that there had not been sufficient input from Ashland seniors regarding APRC-initiated changes at the Senior Program. He noted that ASPAC had completed its research and in the process had developed a vision for an exceptional Senior Program.

Bachman emphasized that the Commissioners and APRC staff had demonstrated their commitment to improve Ashland's senior services. He appreciated the Commissioners' willingness to collaborate with ASPAC as the process unfolded. Bachman reiterated his opinion about the importance of retaining current Commissioners so they could follow through and ensure that ASPAC's recommendations were implemented.

Dials announced that the final ASPAC meeting would be held on March 12, 2018.

a. Calle Guanajuato Lease Agreements for 2018 Season (Information / Action)

Dials noted that each year, the Commissioners were asked to approve seating agreements for outdoor dining and artisan displays during the tourist season along the Calle. This year, nine applications for outdoor space were received. Dials detailed the requests for representation on the Calle as follows:

Sesame	588 sq. ft.	7 days per week
Ex Nihilo	210.5 sq. ft.	5 days per week
Little Tokyo	330 sq. ft.	7 days per week & 143 sq. ft. for 5 days
Louie's	577.5 sq. ft.	7 days per week
Ostra's	141 sq. ft.	7 days per week
Oberon's	120 sq. ft.	7 days per week
Greenleaf	345.75 sq. ft.	7 days per week
Mix Bake Shop	98 sq. ft.	7 days per week
Lithia Artisans	2300 sq. ft.	2 days per week

Dials displayed a map of the spaces, highlighted in different colors per category. The fees for the 2018 season remained the same as those for 2017: \$8.00 for (7) seven days per week, or \$5.00 for (5) five days per week. The Lithia Artisans Market would pay \$5.50 per square foot for (2) two days per week. She asked that the Commissioners approve the boundary map, the specified season and the nine applications for outdoor space.

Discussion

Landt clarified the two spaces that would be shared. After a brief discussion, where it was determined that there were no changes over the prior year, Gardiner called for approval.

Motion: Landt moved to approve the season for 2018 beginning March 12, 2018, and ending November 11, 2018. Heller seconded.

The vote was all yes.

Motion: Landt moved to approve the nine seating applications as presented. Heller seconded.

The vote was all yes.

Motion: Landt moved to approve the boundary map for 2018 as presented. Miller seconded.

The vote was all yes.

Discussion

Landt stated that in 2017 it had been decided that the seasonal Calle fees would be adjusted pending an appraisal. He reiterated his belief that the fees were below market value. He said reflecting actual market value of the spaces was appropriate given the commercial nature of the seasonal enterprise. Landt asked staff to obtain an appraisal for Commissioner review prior to the 2019 season. If a disparity became apparent based on the appraisal, fees could be adjusted accordingly. Landt commented that the fees needed to become consistent and predictable.

Gardiner noted that the fees were not listed in the Calle policy. In response to a question by Gardiner, Dials noted that the fees were listed on the applications.

Lewis inquired about a motion approving the fees. Landt replied that the fees had been set the prior year without a stated expiry. In his opinion, no vote would be necessary under those circumstances; however, if a change occurred, a vote for approval would be apropos.

Heller talked about the challenges inherent in calculating market value for an appraisal. Examples such as a late start to the season because of inclement weather or other extraordinary occurrences were provided. He stated that an awareness of the potential variables might be taken under consideration.

Gardiner directed staff to present an appraisal on or before January 2019 to allow time for review.

SUBCOMMITTEE AND STAFF REPORTS

- *Trails Master Plan*

McFarland reported that the Trail Master Plan 10-year update was moving forward: narratives were being written, existing chapters updated and new chapters added. He stated that three or four new chapters were underway based on property acquisitions and trails development over the past ten+ years.

McFarland stated that the Committee projected completion of the draft manuscript by June 2018. It would then be forwarded to the formatting editor / graphic artist, then returned to the Committee for a final review and completion. When those processes were finished, the updated Master Plan would be presented to Ashland City Council for approval and incorporation into the City's Comprehensive Plan.

Lewis noted that Committee members Steve Jensen and Luke Brandy were charged with bringing the chapters together for consistency and the results so far had been outstanding.

- *Bear Creek Greenway*

Gardiner indicated that the Bear Creek Greenway Foundation board was collaborating with APRC and Ashland's Public Works Department to determine the best route for the Greenway from Oak Street to North Mountain Avenue. He stated that the current terminus was Nevada Street and the proposed route would end at the Verde Village subdivision.

- *Ashland Parks Foundation*

Miller announced that Ashland Parks Foundation was currently accepting grant applications. Programs for youth were the primary focus but applications could be submitted for other purposes relevant to the Ashland Parks system. He encouraged potential applicants to go to AshlandParksFoundation.com for further information.

- *Park Views*

Gardiner stated that a column about ASPAC would be postponed until the Committee had completed its work. He asked for volunteer writers for March and April.

Heller noted that the Bee City USA Subcommittee was prepared to talk about citizen involvement with the pesticide issue. He volunteered to write an article on pesticide use within the APRC system with support from staff.

Miller volunteered to provide an April Park Views column about annual Ashland Parks Foundation grants.

ITEMS FOR COMMISSIONERS

There were none.

UPCOMING MEETING DATES

- Ad-Hoc Senior Program Advisory Committee, March 12, 2018 @ Council Chambers, 1175 E. Main, 3:15 p.m.
- Study Session, March 19, 2018 @ The Grove, 1195 E. Main, 5:30 p.m.
- Regular Meeting, March 26, 2018 @ Council Chambers, 1175 E. Main, 7:00 p.m.

Landt stated that he would not be attending the Study Session on March 19th.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Betsy Manuel, Assistant

These Minutes are not a verbatim record. The narrative has been condensed and paraphrased at times to reflect the discussions and decisions made. Ashland Parks and Recreation Commission Study Sessions and Regular meetings are digitally recorded and available upon request.