

**IMPORTANT:** Any citizen may orally address the Parks Commission on non-agenda items during the Public Forum. Any citizen may submit written comments to the Commission on any item on the Agenda, unless it is the subject of a public hearing and the record is closed. Time permitting, the Presiding Officer may allow oral testimony. If you wish to speak, please out the Speaker Request Form located near the entrance to the Council Chambers. The chair will recognize you and inform you as to the amount of time allotted to you, if any. The time granted will be dependent to some extent on the nature of the item under discussion, the number of people who wish to speak, and the length of the agenda.



## **AGENDA FOR REGULAR MEETING**

### **ASHLAND PARKS & RECREATION COMMISSION May 22, 2017 Council Chambers, 1175 E. Main Street**

**7:00 p.m.**

- I. CALL TO ORDER
- II. APPROVAL or ACKNOWLEDGEMENT OF MINUTES
  - a. Senior Program Subcommittee Meeting—March 28, 2017
  - b. Senior Program Subcommittee Meeting—April 17, 2017
  - c. Trail Master Plan Update Committee Meeting—April 21, 2017
  - d. Regular Meeting—April 24, 2017
  - e. Joint Meeting with Council—May 1, 2017
  - f. Trail Master Plan Update Committee Meeting—May 5, 2017
- III. PUBLIC PARTICIPATION
  - a. Open Forum
- IV. ADDITIONS OR DELETIONS TO THE AGENDA
- V. UNFINISHED BUSINESS
- VI. NEW BUSINESS
  - a. Bike Polo Special Event Discussion (Action)
  - b. Wasp Spray in Parks: APCR IPM Policy Exemption Request (Action)
  - c. COLA Review (Action)
- VII. SUBCOMMITTEE AND STAFF REPORTS
- VIII. ITEMS FROM COMMISSIONERS
- IX. UPCOMING MEETING DATES
  - a. Study Session—June 19, 2017
    - The Grove, 1195 E. Main—5:30 p.m.
  - b. Regular Meeting—June 26, 2017
    - Council Chambers, 1175 E. Main Street—7:00 p.m.
- X. EXECUTIVE SESSION PURSUANT TO ORS 192.660 (2)(i)
- XI. ADJOURNMENT

City of Ashland  
PARKS AND RECREATION COMMISSION  
SENIOR PROGRAM SUBCOMMITTEE  
MEETING MINUTES  
March 28, 2017

**Present:** Commissioners Gardiner and Lewis; Director Black; Superintendent Dials; Senior Program Manager Dodson; Executive Assistant Dyssegard; Senior Program Advisory Board Members, Volunteers and Participants

**Absent:** None

**CALL TO ORDER**

Chair Gardiner called the meeting to order at 1:00 p.m. at The Grove, Otte-Peterson Room, 1195 E. Main Street in Ashland.

**PUBLIC COMMENT**

**Mike Hersh**, 932 Morton Street, a sixteen-year Ashland resident and fifteen-year volunteer with the Senior Program, said a Senior Program survey had been conducted for users of senior services. He asked for the survey results to be distributed to Ashland elected officials and posted on the City of Ashland website.

**ADDITIONS OR DELETIONS TO THE AGENDA**

There were none.

**REVIEW SUBCOMMITTEE GOALS**

Gardiner said five Ashland Parks and Recreation Commission (APRC) goals were carried over from the January 24 Senior Program Subcommittee meeting. He read them aloud:

1. Through the gathering of information, gain a greater understanding of the Senior Program and the function it serves the citizens of Ashland;
2. Explore new ways of marketing and program innovation to ensure that the greatest number of citizens are benefited by the Senior Program;
3. Evaluate the organizational structure of the program and ensure that the organization of the Senior Program and the goals for innovation are aligned for efficiency and service delivery;
4. Seek advocates of the Senior Program and new ways to increase community involvement through volunteerism; and,
5. Evaluate the current Senior Program policies and create an official subcommittee of the Ashland Parks and Recreation Commission reporting directly to the Commissioners to ensure collaboration and governance.

Gardiner said the goals had been shared with Dodson and others involved with the Senior Program. Number five was completed, with the formation of a Senior Program Subcommittee comprised of Parks Commissioners Lewis and Gardiner and staff support provided by Black, Dodson and Dials.

Gardiner reviewed the full meeting agenda.

## **NEW BUSINESS**

### **a. Performance Audit and APRC Goals**

#### **i. Review APRC Goals Related to the Senior Program**

Gardiner opened the floor to Senior Program Manager Dodson and asked her to speak about how the Senior Program related to APRC goals. Gardiner clarified that she could begin with Performance Audit goals.

Dodson referenced a notebook she compiled called "Quality Review of the Senior Program" and referred to the section "Performance Audit Recommendations and Goals Summary." A goal on page 32 of the audit was read aloud: "Goals: Evaluate parks and recreation facilities and programs to ensure the quality of relevant programming and the highest and best use of facilities" along with its associated objective: "Evaluate expanded and alternative use of the Senior Center to meet community needs." Dodson said this was also an APRC goal. She asked what an alternative use of the Senior Center might be. Black said alternative uses could be any unmet community need or non-use of the center at the time of the Performance Audit. "Other uses" could be alternative or expanded options not currently provided through the program. Gardiner said a goal of APRC was full utilization of APRC facilities and budget in the most effective and efficient manner with a goal toward making new efforts to meet community needs. Dodson said new programs were regularly tried; some worked and others didn't. She provided four examples of new classes recently discussed. Gardiner asked for an example of a newly successful program at the Senior Center. Dodson said a program called "Local Talent" was doing well.

Lewis asked for a typical weekday schedule; Dodson provided the schedule and said she coordinated many activities after lunch hours. Most days the center closed by 4:30. When asked, Dodson said Tuesdays through Thursdays were busiest. When asked about staff duties, Dodson said a Senior Program part-time employee (retired case manager for senior services) worked one and one-half seven-hour days a week: Mondays at the center and Thursdays doing senior outreach. Dodson described program offerings requiring home visits, including requests for assistance through the Ashland Low Income Energy Assistance Program (ALIEAP) for 60+ or disabled persons. She said this City program was implemented by the Senior Program in terms of screening, approving and following through. She additionally talked about the Senior Utility Discount Program. Dodson said outreach visits were held in seniors' homes. During visits, connections were made, incomes verified, resources offered, evaluations conducted, needs assessments made and home conditions checked.

Lewis asked whether lunch participants were evaluated in terms of unmet needs; Dodson replied that the part-time Information and Referral Specialist at the Senior Program helped with those evaluations. Lewis asked how seniors were notified about program offerings and Dodson said there were several sources of information: seasonal APRC Rec Guides (three per year); monthly Ashland Senior Program newsletters; City of Ashland website (ongoing information) and monthly City of Ashland "CitySource" newsletters. In terms of capacity at the center, Dodson said 45 people could be seated in the dining room / activity room at one time and 90 could stand in either room. When asked, Dodson talked about computer instruction offered to seniors at the center.

Gardiner asked Dodson to speak in more detail about Senior Program staffing. Dodson said the Program included:

- 1 part-time Information & Referral Specialist – .25 FTE covering the front desk and lunch hours, three afternoons per week, four hours per day.
- 1 Senior Outreach Specialist – .7 FTE at 28 hours / week. Two temporary employees currently covering this position, each working two seven-hour days per week.
- 1 Senior Program Manager – 1.0 FTE

Dodson shared some of the work performed by Program staff:

- Responding to requests for information and referrals; pursuing resources for community members
- Coordinating services with other agencies

- Creating, mailing and posting monthly newsletters
- Maintaining mailing lists
- Coordinating classes and workshops; planning and implementing day trips
- Assisting with records management and supply inventories
- Screening for City assistance programs such as ALIEAP, Senior Discount, heating, bus passes, Valley Lift vouchers and others; delivery of some of the vouchers
- Records management
- Welfare and wellness checks

Dodson said new people visited the center every week, primarily for information and referrals and also for meals and programs. The suggested lunch donation for those 60 and older was \$2.75. When asked about charging a membership fee for Senior Program use, Dodson said a fee had not been charged over the years, for various reasons. Dodson suggested the possibility of charging a fee for the monthly newsletter: up to \$10 per year.

Gardiner said the APRC Performance Audit indicated that the senior population in Ashland was underserved. He asked what could be done to reach out to the entire senior community in Ashland and what could be done innovatively to advance APRC's goal of meeting the needs of seniors.

Black reviewed the 2015-17 Commission objective and work plan items directly related to the Senior Program:

***Evaluate expanded and alternative use of the Senior Center to meet community needs.***

- Action 1: Interview current staff to determine what is / isn't working.
- Action 2: Publish community survey on wants / needs for Senior Center programs.
- Action 3: Evaluate activities at site during on and off hours.
- Action 4: Evaluate current trends and best practices for multigenerational and intergenerational activities with a focus group.
- Action 5: Implement a program to address findings of above items.

Black said the two most important actions at this time were #1 and #2. Gardiner asked how to reach beyond core groups already identified as receiving services at the center. Dodson said service organizations and organizations associated with seniors could be contacted; Gardiner said Dodson should do that. He said the subcommittee was formed to proactively recommend changes, then facilitate those changes toward meeting audit recommendations. Lewis and Gardiner spoke about the suggested community survey and said Dodson should work with the Promotions Coordinator to facilitate the process. Dodson spoke about Senior Program satisfaction surveys conducted in past years. She said an SOU student helped with the biggest survey five or six years earlier (a Capstone project) but survey results were low. Black suggested working on a new community survey right away.

Black asked about other programs that might be offered through the Ashland Senior Program. Discussion ensued about Senior Program day trips and outcomes / numbers per trip. The used van (donated to APRC) was discussed in terms of use and reliability. It was stated that the van was not reliable enough for day trips of a greater distance. Black suggested purchasing a newer van with Ashland Parks Foundation (donated) funds. A possible partnership with Medford Parks and Recreation for senior day trips was suggested. When asked, Dodson stated that the APRC / YMCA partnership around senior trips had been discontinued due to an issue with the Y van.

Past and future fundraising events were discussed. Black and Gardiner suggested that Dodson talk with her staff and provide suggestions at a future meeting.

Gardiner stated the importance of offering new and creative programming through the Senior Program, starting now. He asked Dodson to take APRC Performance Audit recommendations seriously, with a good quality survey

constructed toward providing the best senior programs and services for the community. Lewis agreed and said direction would be provided by the subcommittee and Dodson would have sufficient time to complete the work before a re-evaluation occurred. Black again referred to the five action points listed above, which he referred to as a workplan, and said they could be used as a guide. He said this would hopefully lead to actions being implemented at the end of the subcommittee review process.

#### **NEW BUSINESS, cont'd.**

##### **b. Senior Center Advisory Board**

- i. Review Board Creation and Makeup**
- ii. Review Board Mission and Bylaws**

Lewis said he hoped to see the Parks Commission Senior Program Subcommittee working collaboratively with the Ashland Senior Program Advisory Board.

Black reviewed the history of the 2006 City of Ashland Resolution in which the Senior Program was transferred from City control to Parks control. At the time of the transfer, Black said the Advisory Committee was not transferred along with the program, although it was stipulated as an option in the Resolution. Additionally, no funds were designated by the City for APRC management of the Senior Program. Gardiner reiterated that at the time of the transfer, only the Senior Program was transferred, not its Advisory Board; however, it was understood that an advisory board could be established if the Parks Commissioners decided to create one. Dodson reviewed her memory of the transfer, including the lack of City funds for APRC's oversight of the Senior Program. Black stated that only two policy boards currently existed in the City of Ashland: Ashland City Council and the Ashland Parks and Recreation Commission. Black suggested clearly delineating the line of authority from the Commissioners to the board and back again. He said it was now time to create a Senior Advisory Board with a makeup appointed by the Parks Commission Chair. The makeup could include two Parks Commissioners, two members at large and APRC staff. Gardiner said this was a high priority; Black said he would put this on an upcoming regular meeting agenda. He talked about other APRC subcommittees, including the Golf Subcommittee. Black said he would take the lead on working with Dodson about the Senior Program Advisory Board in the near future. Once formalized, it was acknowledged that board meeting agendas and minutes would be needed every time the board met.

##### **c. Program Mission**

##### **d. Program Org Chart**

In terms of Program Mission and board bylaws, Black said they could be initiated by the appointed Senior Program Advisory Board.

In terms of the Org Chart, Black said an Org Chart currently existed showing full-time and part-time Senior Program staff. Gardiner suggested cleaning it up so the chain of command between APRC and the Senior Center board was readily apparent. Gardiner and Black talked about the current Org Chart and the need to show only staff, not programs or services, as Org Charts were for people only. Black volunteered to assist Dodson with cleaning up the Senior Program Org Chart.

Gardiner recapped what had been discussed thus far in terms of action items:

- 1) Research how to create a comprehensive community survey about the Ashland Senior Program; possibly enlist APRC and City staff to assist with the process.
  - Once researched and drafted, bring it back to the subcommittee for review.
  - Once reviewed and completed, broadly distribute to the community by posting it online along with other distribution methods.

- 2) Brainstorm a marketing “toolbox” for successfully moving the Senior Program in a new direction. Solicit input from other senior communities, work with other community groups associated with seniors, be creative and develop new ideas.

Gardiner spoke about his earlier attendance at an ORPA workshop featuring a feature program in Oregon. The ORPA agency had presented about an impressive day trip program. He suggested thinking along those lines for the Ashland Senior Program. Dials agreed and suggested collaborating with other organizations, since Ashland was a smaller community.

- 3) Re-evaluate the makeup of the Senior Program Advisory Board; review the mission and bylaws; reach out to attendees like Ashland City Councilor Stef Seffinger about becoming a member of the appointed board.

Lewis asked about alternative uses of the Senior Center itself. Black said a sentiment commonly expressed in the community was that the Senior Center would be used more if it were multi-generational. Black said a survey would help the subcommittee figure this out.

Senior Program volunteer **Mike Hersh** said the Senior Center was the only place in Ashland for seniors; many seniors were not comfortable around children or those of other generations. He said if the Senior Program became multi-generational, seniors most in need would have nowhere to go.

Lewis said the survey would provide an opportunity to evaluate how close to capacity the program operated. He said APRC liked to run its programs at the highest possible capacity in terms of facilities and staff. Black said this type of evaluation was common practice for all APRC programs and offerings.

#### **NEW BUSINESS, not completed:**

- a. **History of Senior Program and Involvement in the Community**
- b. **Volunteers at the Senior Center**
- c. **Cost Recovery Review**
- d. **Ashland Parks Foundation Funds Dedicated to the Senior Program**

#### **SET FUTURE MEETING DATE**

The next meeting was suggested for approximately the third week in April. A meeting poll was requested of staff toward scheduling the next meeting.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 3:00 p.m.

Respectfully submitted,

Susan Dyssegard, Executive Assistant  
Ashland Parks and Recreation Commission

City of Ashland  
PARKS AND RECREATION COMMISSION  
SENIOR PROGRAM SUBCOMMITTEE  
MEETING MINUTES  
April 17, 2017

**Present:** Commissioners Gardiner and Lewis; Director Black; Superintendent Dials; Senior Program Manager Dodson

**Absent:** Executive Assistant Dyssegard

**CALL TO ORDER**

Chair Gardiner called the meeting to order at 11:30 a.m. at The Grove, Otte-Peterson Room, 1195 E. Main Street in Ashland.

**PUBLIC COMMENT**

There was none.

**ADDITIONS OR DELETIONS TO THE AGENDA**

There were none.

**OLD BUSINESS**

**a. Review Subcommittee Goals**

Black said he wanted to review Senior Program Subcommittee goals at the start of each of meeting as a reminder about their purpose. He read the goals aloud:

1. Through the gathering of information, gain a greater understanding of the Senior Program and the function it serves the citizens of Ashland;
2. Explore new ways of marketing and program innovation to ensure that the greatest number of citizens are benefited by the Senior Program;
3. Evaluate the organizational structure of the program and ensure that the organization of the Senior Program and the goals for innovation are aligned for efficiency and service delivery;
4. Seek advocates of the Senior Program and new ways to increase community involvement through volunteerism; and,
5. Evaluate the current Senior Program policies and create an official subcommittee of the Ashland Parks and Recreation Commission reporting directly to the Commissioners to ensure collaboration and governance.

**b. Report on Survey of Senior Community**

**i. Discuss Goals of Survey**

Black said a survey meeting had been held on Monday, April 10, that included APRC staff with survey experience. The group discussed how to make the survey successful in terms of content and how to comprehensively distribute it to the greatest number of individuals. He said survey recipients might be potential users of the center, friends or family members of users or potential users, or anyone with an opinion about matters relevant to those 50 and older. He said the timing of the survey and its distribution would be an important consideration. He suggested distributing it

in conjunction with the fall recreation guide (late July and early August). Online distribution and other methods were also discussed. Lewis asked if the survey would be a separate item within the guide; Black said it might be a perforated page but that had yet to be determined. Dials said the winter / spring guide was the only issue mailed to all mailing list members; it would reach the widest audience. The group discussed not waiting that long to issue a survey. Once created, Black said there were other ways to distribute the survey including monthly City of Ashland utility bills and direct mailings. The cost would be prohibitive before July 1, 2017 (new fiscal year). A direct mailing could cost between \$5,000 - \$7,500. Dodson shared details about a past Senior Program survey. Black said the group wanted to work with a research group called SOURCE at SOU, an organization that could be hired as a contracted advisor. In terms of a comments section, he said optional comments could be included in each section and at the end of the survey. With regard to collection of completed surveys, drop boxes were suggested as well as self-addressed, stamped hard copies mailed back to the APRC offices.

With regard to survey goals, Black asked subcommittee members for their input. Gardiner said his goal from the beginning was to reach a broader audience (beyond the existing core group) to stimulate participation and reach out to the entire senior community of Ashland. Lewis said several goals could be achieved with the survey: getting the word out and advocating for meeting the needs of all seniors. Dodson said the survey would be a marketing and information tool. Toward avoiding duplication of services, Dials suggested two questions for the survey: 1) If you're not using the Ashland Senior Program, why? and 2) From what other source are you receiving those services? Black said key points to consider would be: Who do we reach, who don't we reach and how do we reach a broader audience? The group discussed also asking SOURCE to provide key survey questions for inclusion. Black summarized the discussion so far:

- Who do / don't we reach?
- How do we reach a broader audience?
- How do we use the survey as a marketing tool?
- Is there a reason the Ashland Senior Program isn't used by some seniors, including for recreation programs?
- Age of respondent(s)?
- Citizen or non-citizen of Ashland?
- Source of Senior Program services if not the Ashland Senior Program?
- Expectations of a senior program: programming and facilities?

Black asked for input about the timing of the survey; Gardiner said it should be done earlier rather than later. He said he understood that only legwork could be undertaken at this point, with no funds expended for the survey until after July 1. Black said Promotions Coordinator Dorinda Cottle suggested approaching the survey in the same way as a special event, with social media and other methods used to promote it well in advance of its arrival. Black said the Ashland Parks Foundation could be asked to assist with funding for the survey. Dials and Dodson said SOURCE was used by the City of Ashland for the downtown beautification survey. Black said the Oak Knoll Golf Course might also wish to use SOURCE for a golf survey in the summer or fall.

#### **NEW BUSINESS, not completed**

- a. History of Senior Program and Involvement in the Community**
- b. Volunteerism at the Senior Center**
- c. Cost Recovery Review**
- d. Ashland Parks Foundation Funds Dedicated to the Senior Program**

**SET FUTURE MEETING DATE**

The next meeting was suggested for the first week in May (in two weeks). Staff was asked to avoid the lunch hour when scheduling future meetings.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 12:20 p.m.

Respectfully submitted,

Susan Dyssegard, Executive Assistant  
Ashland Parks and Recreation Commission

City of Ashland  
PARKS AND RECREATION COMMISSION  
TRAIL MASTER PLAN UPDATE COMMITTEE  
MEETING MINUTES  
April 21, 2017

**PRESENT:**       **Parks Commissioners:** Jim Lewis  
                  **Additional Committee Members:** Torsten Heycke and Stephen Jensen, Jim McGinnis

**City and APRC Staff:** APRC Director Michael Black (10:35); Luke Brandy, BLM; Chris Chambers, Forestry Division Chief; APRC Interim Parks Superintendent Jeff McFarland; and GIS Analyst Lea Richards;  
                  APRC Minute-taker Betsy Manuel

**ABSENT:**       David Chapman, APRC Executive Assistant Susan Dyssegard; Michael Gardiner

**I.       CALL TO ORDER**

Vice-Chair Chapman called the meeting to order at 10:00 a.m. at The Grove, 1195 E. Main Street, Ashland OR.

**II.      ADDITIONS OR DELETIONS TO THE AGENDA**

There were none.

**III.     APPROVAL OF MINUTES**

**Motion:** Heycke moved to approve the Minutes of March 24, 2017 as presented. Lewis seconded.

Chambers commented that the words “Forest Resources Division” were extraneous and should be stricken from the list of those present. The Minutes were duly amended.

**Motion:** Heycke moved to approve the Minutes of March 24, 2017 as amended. Lewis seconded. The motion carried by unanimous vote.

**IV.     PUBLIC PARTICIPATION**

**a. Open Forum**

Jim Falkenstein was called upon to speak. He explained that he was a mountain biker who had recently obtained a mountain bike with an electric assist. Falkenstein relayed his experiences while using the bicycle on Ashland trails, stating that other users objected to the” motorized” mountain bike.

He asked for clarification regarding the use of a motorized mountain bike on trails in and around Ashland.

There followed a discussion regarding access to trails, signage, and the rationale regarding motorized and non-motorized uses. Heycke noted that use of a hybrid mountain bicycle on woodland trails had

not yet been fully addressed by regulatory agencies. He stated that it was his understanding that the Forest Service was reluctant to post signs listing possible hazards.

Lewis noted that there were trails open to motorized traffic and noticed with the appropriate signage. Chambers stated that motorized vehicles on City trails were normally prohibited. He stated that the use conflicted with those on foot or those biking without power. McGinnis stated that electric bicycles on street-designed bike lanes were problematic as well.

Heycke summarized the pros and cons, indicating that there were no easy answers. He advocated for continued deliberation of the issue. Jensen agreed, noting that clarification would be helpful. McFarland commented that the timing was apropos, considering the Trails update underway.

## **V. ADDITIONS OR DELETIONS TO THE AGENDA**

Brandy inquired about timelines for the update process. He stated that his work schedule was busy enough during the summer that he would not be able to attend many of the scheduled meetings. That said, he expressed his enthusiasm for the project.

McFarland stated that there was an unofficial goal to complete the process by year-end. He relayed that there would shortly be a website available to Committee members that could be useful to those who cannot attend but would like to remain informed. The website would include maps, Minutes and the proposed draft as well as other pertinent information.

McGinnis suggested a more focused meeting once per month noting that the Committee was working from an existing document. Lewis agreed, commenting that many elements would remain the same. He stated that he was interested in developing tactics and strategies to complete established goals described in the master plan. Lewis suggested prioritizing the corridors listed – evaluating progress to date and identifying action steps for the future.

McFarland commented that much of the original document was valid – and that there might be only a few new additions such as a chapter on climate change or one on current environmental practices. McGinnis suggested researching any corridors that have not been addressed, looking for indicators that would explain the lack of progress. Lewis highlighted the value of retaining the listing of corridors as long term placeholders if actionable progress has been stymied. He noted that eventual redevelopment could provide new opportunities for trails.

McFarland suggested that each corridor be evaluated and assigned a priority based upon the potential for completion. Lewis noted that planning actions create an awareness of changes to properties – and provide an opportunity to lobby anew for connectivity. Conversely, the updated Trails and Open Space Master Plan could be utilized to alert the Planning Department that a planning action might affect trail connectivity.

McGinnis highlighted the involvement of HOA's (Homeowners Associations) as a factor. He talked about the Ditch Trail where a sign spells out the jurisdiction of an HOA and the rules for traversing the

trail. Lewis disclosed the historical context of HOA's, stating that the entities often prefer to give pockets of land to the City. He indicated that APRC rarely accepts responsibility for such piecemeal parcels.

Jensen suggested that staff present the current status of each corridor, as a prelude to discussion about prospects down the road. He indicated that some properties might be jettisoned depending upon the potential for redevelopment. Lewis noted that keeping references to the properties might be beneficial - even if outside the scope of the 10-year life span of the Master Plan. McGinnis added that corridors could be considered as reference points for evaluation. He noted that resistance to trail development by property owners could sometimes be mitigated.

Black built on that concept, stating that no avenues of potential growth should be closed. He advocated for flexibility when prioritizing the corridors because of unexpected and unplanned opportunities. He stated that staff could provide a presentation on each corridor – map by map. He emphasized the varied expertise of Committee members and the significance of member input.

Richards indicated that in some areas, there are trails adjacent to a corridor. She advocated for consideration of lands beyond or adjacent to the corridors. Further discussion focused on various individual properties, whether they were within City limits or outside City boundaries and whether property owners might be amenable to trail development. Black detailed examples of changing circumstances that could lead to more positive outcomes.

It was agreed that the goal for extension of the Bear Creek Greenway to Emigrant Lake was an important element. Jensen clarified the mission, stating that identifying stakeholders and synthesizing the points of view could result in direction for the Trails Master Plan update. Lewis agreed, stating that references to activity currently underway would also be helpful.

Black reviewed the background behind plans for extension of the Greenway. He traced potential routes for connectivity to Emigrant Lake on a map of the area, highlighting diverging opinions regarding development of a trail from the Ashland Dog Park to the lake. Three potential options are as follows:

1. Dog Park Road to West Nevada, south to Oak Street to Sleepy Hollow. Down Sleepy Hollow to the Mace property to begin a loop that would tie into the existing trail on the Riverwalk property with the follow-through to North Mountain Avenue.
2. A potential Greenway trail –Beginning from the Waste Water Treatment Road, to Oak Street, traversing a pedestrian bridge to the properties on the East side of Bear Creek. From there south by southeast to the Kestrel Park along the East side of Bear Creek to North Mountain Avenue. South across a pedestrian bridge to the Nature Center.
3. Using the Dog Park Rd. connections to West Nevada Street to Bear Creek along the west side of Bear Creek, south along the West side of Bear Creek to the Riverwalk connection with the follow-through to North Mountain.

One route might include traversing a sidewalk or roadway. If this option were to be developed, people would walk along Nevada Street, crossing a pedestrian bridge to reach the trail. With construction of a

bridge crossing Nevada Street unlikely, another option would focus on developing a pathway that is separated from the street. Black marked the properties along the way that are owned by APRC and indicated those parcels that are privately owned. Black disclosed that a portion of private property was under negotiation for acquisition by APRC. He outlined a trail on one side of Bear Creek that would end at North Mountain Park. This option would provide a cut-through to the Greenway rather than an unbroken continuation of the Greenway.

Alternatively, the Greenway could connect to Oak Street or MacLaren via a series of private properties along the creek. One of the property owners is in the pre-app stage of planning, with a request to alter the channel of Kitchen Creek, triggering the potential for an easement or acquisition to continue the trail. Black also pointed out parcels where development would be restricted due to location in a flood zone or designation as a wetland.

Black recommended that all three options remain viable. In that way as property acquisitions or easement possibilities develop, the entire Emigrant Lake drainage area could become a wilderness area with opportunities for multiple trails. In response to a question by Lewis, Black replied that the Greenway Committee would finance a creek crossing if it became necessary to advance the trail. Black agreed to discuss the possibilities of a pedestrian bridge at the next Bear Creek Greenway meeting.

Jensen noted that a pedestrian crossing would be appropriate for Oak Street. Black concurred, noting that a crossing would connect people to the trail along the creek. A second crossing at Nevada would continue the extension. Black noted that the current bridge at Nevada was narrow and there were safety concerns with pedestrians crossing via the roadway.

Brandy indicated that the current chapter on the Greenway was vague. He stated a preference for additional detail. Black relayed his preference for detail as well, stating that the specifics could be reviewed by the Transportation Commission for greater clarity and direction. He committed to preparing a memo and map depicting the options and possible next steps. Brandy concurred, stating that the updated master plan could contain additional chapters that would provide documentation for reference. Richards also agreed stating that planning actions for development would then have to take the Trails and Open Space Master Plan under advisement.

Jensen noted that the entire update would not have to be completed before publishing certain chapters, such as the chapter detailing options for trails to extend the Greenway as an example. Black stated that the Committee could vote for approval of the chapter so that it could be adopted. He stressed the importance of the Greenway chapter, given the properties that were in flux and the current interest in development. Jensen proposed that the Greenway chapter be reviewed and finalized at the next meeting on May 5, 2017.

Richards pointed out another pressing reason for adoption, noting that Helman Elementary school children needed a safer route to school – another reason for moving the project forward.

Jensen addressed changes to the meeting schedule, changing from bimonthly meetings to once per month. It was agreed by consensus that the next meeting would be held on Friday 5, 2017 at 10:00 a.m.

**VI. ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,  
Susan Dyssegard, Executive Assistant;  
Betsy Manuel, Minute-Taker  
Ashland Parks and Recreation Commission

City of Ashland  
PARKS AND RECREATION COMMISSION  
Regular Meeting  
Minutes  
April 24, 2017

**Present:** Commissioners Gardiner, Heller, Landt, Lewis; Director Black; Superintendent Dials; Interim Superintendent McFarland; Executive Assistant Dyssegard; Assistant Manuel

**Absent:** Commissioner Miller; City Council Liaison Mayor Stromberg

**CALL TO ORDER**

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

**APPROVAL OR ACKNOWLEDGEMENT OF MINUTES**

Signs, Plaques, Memorials Subcommittee—March 14, 2017

The Minutes were acknowledged by the Commissioners.

Study Session—March 20, 2017

**Motion:** Landt moved to approve the Minutes for March 20, 2017, as presented. Miller seconded.

The vote was all yes.

Lithia Park Master Plan Subcommittee—March 21, 2017

The Minutes were acknowledged by the Commissioners.

Trails Master Plan Update Committee—March 24, 2017

The Minutes were acknowledged by the Commissioners.

Regular Meeting—March 27, 2017

**Motion:** Landt moved to approve the Minutes of March 27, 2017 as amended. Lewis seconded.

The vote was all yes.

*Page 5 Paragraph 9:* **Motion:** Landt moved to approve the Ashland Little League request for sponsorship banners during the 2017 season as set, with the approval renewed every five years.

*Should be:* **Motion:** Landt moved to approve the Ashland Little League request for sponsorship banners during the 2017 season as set, with the request reviewed every five years.

**PUBLIC PARTICIPATION**

- *Open Forum*

There was none.

## UNFINISHED BUSINESS

There was none.

## ADDITIONS OR DELETIONS TO THE AGENDA

Agenda item VII **Subcommittee and Staff Reports** was placed in order after the IPM Policy review.

## NEW BUSINESS

### *a. Annual IPM Policy Review (Action)*

McFarland introduced the IPM (Integrated Pest Management) Policy Annual Report, noting that there were staff members present who would share snapshots of the implementation of the Policy – with highlights of its successes and challenges.

McFarland presented a long list of pesticide-free APRC properties. Only three areas have been designated exempt or partially exempt from the Policy out of the 767 acres of parklands, trails and open space managed by APRC. Exempted properties include the North Entry medians (.04 acre), North Mountain Park infields (1.03 acres), and the tees and greens of Oak Knoll Golf Course (approximately .86 acre). Each of the three exemptions authorize applications of pesticides and herbicides as prescribed in the IPM.

McFarland detailed actions that deter or decrease the growth of weeds in the City's parklands, trails and open spaces. The list is called the Vegetation Management Toolbox:

1. Mowing and Irrigation
2. Fertilization, aeration, top-dressing and reseedling
3. Mechanical control (weed pulling and trimming)
4. Use of neonicotinoid-free plants when planting
5. Mulching (hundreds of yards of mulching occurs annually)
6. Geo-technical solutions such as fabric for steep slopes (as protection against soil erosion)
7. Minimal herbicide use in careful applications

McFarland explained that the majority of the work done to combat weed infestation is undertaken by volunteers and staff who weed by hand. In 2016, 5,929 volunteers participated in ground maintenance, with hand weeding representing approximately 70% of the maintenance undertaken. This represents a substantial increase in volunteer labor – up from 4,800 volunteers in 2015. Work parties also contributed, with 47 groups of volunteers participating.

Approximately 800 yards of mulch is used as a weed abatement tool, with most of the mulch produced in-house. Mulch purchased from arborists is limited due to the costs per yard – estimated at an annual cost of up to \$15,000. Concrete barriers are poured where appropriate. Examples include concrete floors under bleachers, curbs against fence lines and more. There is even a small amount of artificial turf – all innovative ways to combat weeds without using harmful chemicals.

**Joe Hyde** – Park Technician II from the Lithia Park, Western Division was called forward.

Hyde highlighted areas in Lithia Park that are spray-free while noting that the North Entryway is an exempt area that is spot-sprayed when conditions are right. He stated that the Park has been pesticide/herbicide free for approximately six (6) years.

Hyde explained the rationale for tree rings, indicating that trees are ringed when planted to protect the tree and tree roots from damage. Chips and dirt are added inside the ringed area for moisture control. Organic herbicides have been used to deter weeds from growing within the rings with limited success. Hyde also reviewed some of the experimental treatments, stating that organics were discontinued for a period of time due to inferior results. He explained that when organics are used, treatments are topical – standing weeds are burned without damaging the root system; therefore, they continue to grow back. Staff discovered that the size of tree rings matters – if too large, water can collect and promote root rot and if too small, there's a danger that a weedwacker could damage the tree's bark.

Hyde expressed appreciation for his employment with APRC and thanked the Commissioners for their attention.

**Rob Parks** – Park Technician I from the Western / City Landscapes Division was called forward. McFarland noted that he was one of two certified pesticide applicators for APRC.

Parks described the rigorous education necessary to become a certified pesticide applicator in the State of Oregon. Regulations include proper noticing, both before and after a spray event. Conditions must meet the criteria for safe spraying – including weather temperature, wind and wind drift, timing and pollinator safety. Parks explained that no mechanical applicators are used - small amounts of herbicide are sprayed on weeds individually.

Parks stated that the North Entry Median is the most challenging because of the high traffic volume and wind drift created. Care must also be taken to spray early before pollinators are out and at times when weeds are in the early stages of growth. He explained that the strength of the herbicide/pesticide is calculated specifically and pressure in the tank is adjusted for efficiency. Parks indicated that the optimal times for the spray program are early spring and late fall.

#### Commissioner Discussion

In response to a question by Gardiner, Parks stated that no spraying has been conducted this year at the North Entry Median, due to inclement weather conditions. As a result, weeds there have been removed with weedwackers. In response to a question by Landt, Parks emphasized that the median is not sprayed in totality; rather, each weed is sprayed individually. In addition, if there is a possibility that spray could damage valuable plants nearby, weeds are handled differently – without herbicide treatment.

Landt replied that dense evergreen plants and shrubs can provide a suitable alternative. Parks agreed, commenting that ground covers shield the sun, inhibiting growth of weeds. Such plantings provide an alternative to more labor-intensive measures such as weeding by hand.

**Wes Casale** - Parks Technician II, of the Eastern Division was called forward.

Casale spoke about maintenance for the sports fields – highlighting the six (6) infields and twelve (12) bullpens within the system. Most of the fields are located at North Mountain Park and Hunter Park. He explained that the fields are sand-based; consequently, the fields are irrigated more often. Weeds are prevalent, resulting in more aggressive efforts needed for keeping the fields weed-free and level.

Field borders are edged with tracts called “warning tracks” for safety reasons. These tracks are not treated with pesticides/herbicides.

Lewis asked about using volunteers to weed the tracks. Casale replied that volunteers do step forward, with APRC providing tools and training. He said that lack of shade in the summer and intimidation due to the acreage involved tended to limit participation. He stated that propane burns have been conducted where appropriate, but treatment continues to be ongoing because of the topical nature of treatments.

**Laura Harvey** - Parks Technician III and Golf Course Maintenance Supervisor at Oak Knoll Golf Course was called forward.

Harvey presented information about grounds maintenance at the Oak Knoll Golf Course – particularly maintenance of the cart paths. She stated that the path is approximately 2.4 miles long and 6 ft. wide. Weeds are prevalent, coming up through the decomposed granite base. Harvey discussed the challenges of keeping the paths, tees and greens in top condition

Harvey stated that hiring a crew to groom the paths would cost approximately \$8,000 annually. There are safety and personnel issues as well, such as the presence of a maintenance crew on the Golf Course while golfers are active on the Course and lack of staffing dedicated to grounds maintenance. Harvey stated that herbicide spraying of the cart paths would be helpful as a means of eradicating weeds and preventing them from returning.

In response to a question by Landt, Harvey stated that both weeds and unwanted grasses contributed to conditions on the Course. She noted that spur weeds are plentiful, a broadleaf weed that is new to greens and moss. McFarland added that there are approximately 2.47 acres of cart path to maintain.

**Lonny Flora** - Golf Course Manager was called forward.

Flora noted that the condition of the Golf Course impacts membership growth. He stated that weeds affect the playability of the Course and are reflected in the 1,200-round decline for 2016 - from 2015. Flora indicated that members are generally supportive of the grounds crew but agree with the Oak Knoll Men’s Club, which wrote a letter of concern to APRC about the conditions of greens and tees at Oak Knoll. The Men’s Club advocated for the use of herbicides in those areas, stating that the quality of the Course grounds is an obstacle to increased memberships and revenue growth for APRC.

Heller stated that to his knowledge, the greens and tees are exempt from the no-herbicide rules. He asked for additional details about herbicide/pesticide applications at the Golf Course. Flora replied that lack of staff was the more pressing issue – as there are too few staff members to complete Course treatments.

Heller inquired about the decline in rounds played, noting that in 2015 there were many days when the air quality was down. Black acknowledged that there were a number of variables involved that could be quantified, but that the most telling number was the uptick in complaints about the condition of the course. Black noted that the APRC was implementing a process for improving the playability of the course, beginning with the cart paths. The process is a series of steps to improve the attractiveness of the Course, beginning with graveled cart paths. The paths will encourage use and increased use should result in extra revenue that could be used to pave the cart paths.

Black went on to explain that it became unexpectedly difficult to keep weeds from proliferating in the cart paths in spite of the accepted practices for doing so. An exceptionally wet winter exacerbated the issue.

- ***APRC Pesticide/Herbicide Data***

McFarland noted that no organics were used during 2016. Instead, .75 ounces of glyphosate was used in the exempt areas - approximately ½ gallon. In 2015, 130 ounces or 1 gallon was used. No wasp spray was used in 2016, while .48 ounces were used in 2015.

#### Commissioner Discussion

Landt asked about the type of wasp spray used and whether the spray was a synthetic product.

There followed further discussion about the properties that are exempt and other areas owned by the City but maintained by APRC. Black noted a difference between IPM policies adopted by APRC and those followed by the City. He indicated that APRC follows the protocols listed in the IPM while there are areas that the City chooses to spray rather than follow the labor-intensive practices outlined in the IPM.

Areas where artificial turf has been proposed were also discussed. Black intimated that public feedback was divided on the issue and there were no definitive tests indicating that the benefits outweigh the concerns related to the use of artificial turf.

Discussion also focused on the total herbicide and wasp spray use for the Golf Course. McFarland noted that herbicide treatments were at 37.5 ounces for 2016, down from 58.72 ounces used in 2015. Total wasp spray for 2016 was at 168 ounces while only 24 ounces were used the previous year.

McFarland reported that Burnout II and Worry-Free organics were used to combat weeds with limited effectiveness and increased cost. Test spots at the Dog Park continue to be utilized as new products become available. There followed discussion regarding the pros and cons of using acidic organics like vinegar rather than cloves. Staff expressed concerns about using vinegar because of its effect on the PH of the soil. Landt suggested a glacial acidic or soap and vinegar as alternatives. McFarland agreed to establish additional test plots for further research.

McFarland highlighted the emphasis on safe practices, noting that APRC ensures that volunteers are properly trained and supported. He noted that signs also help APRC educate the public about the IPM. He stated that every resource is considered in the battle against weed infestation.

McFarland requested approval for renewal of the current exemptions and an added exemption to spray for weeds and grass on the Oak Knoll Golf Course cart paths.

Landt relayed that the current IPM policy exempts the Golf Course as a whole from the restrictions imposed in the Policy. He quoted the Policy as follows: "Authorize staff to replace synthetic pesticides in all Parks with organic products with the exception of Oak Knoll Golf Course and poison oak in the summer months." He encouraged staff to do what was needed at the Course to keep the grounds in good condition. Landt noted that the current Policy would remain in force until such time as it is amended.

Gardiner questioned pesticide/herbicide use at the Golf Course, asking whether additional product would be used if the exemption was granted. He asked whether herbicide use would increase if staffing remained the same or whether it would be dependent upon increased staffing levels. Harvey responded affirmatively with the caveat that some spraying of the cart path would occur at current staffing levels. The use of glyphosates would improve the condition of the tees, greens and a portion of the cart path depending upon staffing constraints.

Black noted that plans were underway to address personnel issues at the Golf Course. He stated that the budget for the upcoming biennium would include additional help from temporary workers. In addition, people from elsewhere in APRC could be routed to the Golf Course for special circumstances such as aerating the greens. Landt addressed the Vegetation Management Toolbox, suggesting that managing PH levels should be added to the list. He advised that while neonicotinoids are occasionally used in specified areas, they are not used as a vegetation management tool. Rather, they are used for weed abatement. Landt commented that the Policy seems to indicate that neonicotinoids are used everywhere as a last resort, when in fact they are used in a few very specifically exempted places. He noted a need to integrate policy amendments into the Policy for better understanding and ease of use. He recommended that this be done when the time came for a policy review.

Heller stated that in his opinion, the use of neonicotinoids should be listed in the Vegetation Management Toolbox as a legitimate part of an integrated herbicide/pesticide management system. Gardiner noted their value as a management tool but not necessarily as a vegetation management tool.

Landt talked about a disconnect between the policy provisions for wasp management and actual practice. He stated that the Policy mandates replacement of all synthetic pesticides with organic products. Black asked for time to research the issue and develop an alternative plan for wasp control. Staff would present the findings to the Commissioners at a later date.

Lewis noted his appreciation for the presentation and commented that he would look forward to an update on the cart paths. Landt thanked the staff for the presentation, noting that no changes to the policy were necessary at this time. Black commented that the discussion acknowledged that there would be changes to ground maintenance at the Golf Course.

Gardiner stated that the annual IPM presentation was more of an informational item, with no action needed at this time. He encouraged staff to follow the recommendations made by the Commissioners.

***a. Ice Rink End-of-Season Report***

Dials noted that Lonny Flora is the Recreation Manager and he oversees the Daniel Meyer Pool, The Ashland Rotary Centennial Ice Rink and recreation programs at The Grove as well as clubhouse operations at the Oak Knoll Golf Course. Dials explained that Flora works with staff in those facilities to ensure that they are properly trained and skilled in the areas of cash handling, customer service and safety protocols. Flora recruits staff and instructors and tracks and manages budgets for each area. Flora also develops partnerships for events and programs, uncovering innovative ways to decrease costs and increase revenues.

Flora introduced the Ice Rink End-of-Season Report, highlighting the season from mid-November 2016 through February 26, 2017. The rink was closed for five hours due to melting ice with minimal impact. Over 20,000 people

visited the facility during the season. Altogether, 672 hours were dedicated to recreational skating. There were 35 school groups that made reservations along with programs such as figure skating and ice hockey.

Youth hockey hours were expanded and additional classes offered based upon skill level. USA-certified instructors taught advanced players and assisted with the development of high school teams.

Another new program called Learn to Skate USA was introduced in the 2016/2017 season. The Learn to Skate USA program is a structured curriculum supported by the US Figure Skating Association. Basic skills begin at a young age and are then stepped up incrementally. A partnership was developed to implement the program with certified trainers coming from The RRRink in Medford. This shared use resulted in increased program quality and significantly improved customer satisfaction ratings. Another facet of Learn to Skate USA is community education – an important component to increase awareness of the risks involved with skating.

The First Frost Opening Night event was successful, with approximately 300 visitors. The event was preceded by an adult hockey exhibition, ice sculpting, figure skating performances and more.

The SOAHA Adult 3-on-3 Hockey Tournament went from 4 teams to 6 teams for the 2016/2017 season. Teams from as far away as San Diego participated. The Adult Hockey Association donated \$500 on top of the fees paid for use of the rink.

Partnerships are important to the success of the programs offered at the Ice Rink. The Ashland Rotary International provides ongoing support. They are currently working on providing an operations trailer to APRC for the Ice Rink. Flora explained that the trailer would facilitate an expedited setup and reduce staff time for setup and take-down. The RRRink in Medford assists with educating staff, sharing their expertise in program scheduling and layout. The Southern Oregon Hockey Association has been supportive as well.

<b>Attendance numbers:</b>	<b>2014-2015</b>	<b>2015-2016</b>	<b>2016-2017</b>
Recreational Skate	14,803 admits	18,462 admits	18,537
Figure Skating	19 lessons	27 lessons	18 lessons (one 6-week session)
Youth Hockey	69 drop in	125 drop in	105 drop in
	15 ice bears	16 ice bears	16 ice bears
Adult Hockey	49 admits	105 admits	100 admits
School Groups	26 reservations	37 reservations	35 reservations
Expenses:	\$161,152	\$184,869	\$179,647
Revenue:	\$89,280	\$117,234	\$115,404

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Most programs remained consistent in 2016/2017. Growth of the Ice Bears program was limited as it was filled to capacity. Cost recovery improved slightly from 63% in 2015 to 64% in 2016. Revenues were down slightly from

2016 but the APRC subsidy per visit was significantly decreased in 2016/2017, going from a high in 2014/2015 of \$5.46 to \$3.14 in 2016/2017.

Objectives for the 2017/2018 season included:

- Fine-tuned scheduling to ensure APRC provides the community with programs that meet expectations
- Reduction of temporary seasonal personnel
- Expansion of skating education, with instructors scheduled during recreation skate times to allow for increased interaction
- Increased community partnerships

The overarching goal would be to improve services without additional expense. It was stated that improved and expanded concessions yield increased revenues, as would the augmented use of dasher board space.

#### Commissioner Discussion

Gardiner asked about revenues for the season, noting that the proceeds decreased slightly from the previous season. Flora replied that it was most likely related to the number of total visits. Landt inquired about the accuracy of the count given new methodology for counting visitors. He likened it to comparisons of apples and oranges.

Flora emphasized the popularity of a buy one-get one free offer through the Ashland Chamber of Commerce, and a punch card offering that works from season to season.

Landt noted that data collection would become more valuable once the methodology has been stabilized. He stated that the most meaningful data for the 2016/2017 season are the cost recovery figures, the expenses and revenues.

Heller asked about charges for those with skates of their own. Flora replied that those skaters are identified by wrist bands, colored for each day of the week. The wristband signals that these participants have paid the entrance fee and are entitled to skate. Dials further explained that there are times scheduled when people can skate without a fee. Those times are typically early mornings when the rink is not yet staffed.

Lewis inquired about specific counts of recreational skaters versus participants in programs such as ice hockey and figure skating. Flora replied that that the program participants are not included in the count of recreational skaters. Lewis asked about the balance between recreational skating and programmed skating, inquiring about the flexibility to change the programming side or the recreational side if the Community favors one over the other.

Flora noted that if a program is not working, additional recreation time is advertised. He explained that the ice rink has two distinct seasons – one where recreation skating is preferred (November – December). January and February are the preferred times for programs.

Gardiner summarized the discussion, stating that standardizing the way information is collected and reported would be helpful when Commissioners evaluate performance of the Ice Rink and its programs. Black added that tracking the expenses has also changed since 2014 – with greater accuracy in the last two years. Landt noted that the number of visits also changed.

Dials acknowledged the challenge when accounting for the variables from year to year. In 2014, for example, time was lost in adjusting the ice rink's cover. The downtime that resulted affected the staffing numbers as well as visitor

count. Black reiterated that coupons and discounts affected visitor numbers as well, highlighting instead the subsequent increase in revenues.

Flora concluded that the POS (point of sale) methodology has been the same for the prior two years, as is the system for counting visitors. The change has resulted in incremental variations and increased accuracy.

***b. 2017-2019 Goals Adoption (Action)***

Black reviewed the process used for compiling goals for the next biennium. He noted that the Commissioners and administrative staff proposed potential goals, advocating for those deemed particularly important. Each potential goal was reviewed individually on the merits presented, resulting in a narrowed grouping. Commissioners were given markers in the form of colored dots with point values assigned. Two red dots representing five (5) points each and five green dots representing one point each were distributed. Commissioners "voted" by placing their dots beside goals in priority order. Goals with the highest point values (a compilation of red dots) were listed as top priorities. Lesser goals were determined based upon the number of points received.

Black stated that this method of tabulating goals seemed to work well. Those with red dots became the top three priorities. Green dots resulted in eight (8) goals with two (2) points each. Another vote was held and one of the eight goals listed was eliminated. Another goal was added to the list; the result of a last-minute review.

The top three goals:

1. Pursue the evaluation of, and funding for, a rebuild of Daniel Meyer Pool into a year-round eight-lane competitive aquatics facility.
2. Negotiate with the Ashland YMCA to rid APRC of the restrictive deed that currently governs the use of APRC's "YMCA Park."
3. Continue to consider options for APRC use of the Imperatrice property.

Goals in order of points given:

4. Work to identify at least six "dedicated" pickleball courts through various means including partnerships with Ashland School District and Southern Oregon University and/or private partnerships.
5. Plan and build a second dog park on APRC property somewhere toward the south end of Ashland. Master plan for park shop/yard areas (Lithia Park), dog parks (throughout the City) and skateboard park (find the most logical location for a skateboard master plan).
6. Restore the area of Beach Creek below pedestrian bridge.
7. Continue the process of evaluation currently underway at the Senior Center, with the goals that have been established, and work to incorporate an evaluation of the program and determine whether the program should be located in the APRC or City budget.

8. Implement/attain easement and purchase agreements on Ashland Pond property and through the few remaining private properties, with dogs excluded from the property via a wildlife preserve designation. Preserve the area as a bird sanctuary without damage from dogs.
9. Evaluate, create, plan and improve irrigation at Oak Knoll.
10. Evaluate grant and other funding opportunities for a Nature Play area at North Mountain Park.

Black stated that in addition to the ten new goals identified, incorporating goals currently in progress would result in a total of twenty goals for the new biennium. He recommended approval.

**Motion:** Landt moved to approve the twenty goals identified – moving forward with those currently in progress or planned and incorporating the newly created goals for the 2017-2019 biennium. Lewis seconded.

The vote was all yes.

Black indicated that a work plan would be developed to integrate the goals into day-to-day activities.

***b. 2017-2018 Budget Approval (Action)***

Black presented a newly updated, balanced budget for the upcoming biennium. He highlighted expenses from the current biennium, noting that extraordinary payouts for PERS (Public Employee Retirement System) and health care claims accounted for expenditures of approximately \$700,000. Black acknowledged that expenses tended to rise each year and it would take time to absorb the extraordinary expenses incurred.

Black stated that the City had requested a “flat” operating budget for the upcoming biennium. Consequently, each APRC Division worked toward decreasing costs for materials and services. Services shared by several Divisions were allocated individually instead of listing the totals under Administration. Divisions developed mini-budgets reflecting managerial responsibilities. In some cases, personnel were reassigned or utilized differently. Discussions about specific line items such as water usage or overtime pay were undertaken with Division managers.

The proposed budget projects a \$227,030 deficit. Black proposed that \$140,000 of the shortfall be transferred from the monies paid to the CIP (Capital Improvement Plan) from Food and Beverage Tax funds. Ways to increase revenues were outlined, with staff contributing innovative ideas to increase earnings. Final APRC fund requirements are projected at \$13,312,195, offset by projected fund revenues of \$13,085,165.

The Budget has been re-categorized. Administration and Parks Operations have been combined as one category. Recreation is the second category and Golf is third. \$200,000 has been allocated to a Contingency fund. The numbers are as follows:

- Admin and Ops                      \$8,639,215
- Recreation                            \$4,356,980
- Contingency                            \$ 200,000
  
- Total Budget:                        \$13,196,195
- Total Resources                      \$13,196,765

Black displayed a pie chart that depicted a breakdown of expense categories. He indicated that Administration was a very small part of the equation but could be calculated at Commissioners' request.

Expenses:	Recreation	0.24%	
	Golf	9 %	
	Contingency	0.2 %	
	Parks	65%	
Resources:	Charges for Services – General Fund	80%	
	Misc.	1%	
	Operating transfers	1%	\$170,000
	Working Capital	1%	
	Intergovernmental Revenue	0%	\$30,000
	Interest Earned	0%	\$14,000
	Charges for Service F & B Tax Fund	17%	

Landt asked about the transfer of funds from the Food and Beverage Tax to the operations budget. Black noted that the transfer provided funding for the project manager.

\$30,000 was received as payment from the School District for grooming school ballfields. FTEs (full-time equivalents) were reduced from 44.8 employee FTEs to 41.05 FTEs. Two positions were combined – the project manager position now included a supervisory component. Seasonal temporary employees were no longer reported in the FTE numbers. One FTE was not funded and one part-time position would be reduced. Personnel expenses increased dramatically because of the extraordinary expenditures for PERS and health insurance but were expected to level out by 2019.

In response to a question by Heller, Black talked about solutions for the increase in water expenditures. He noted that leaky pipes and equipment failures accounted for the majority of the water costs. He detailed plans to better manage APRC water systems, reducing redundancies and eliminating the impact of equipment failures by providing backup systems.

Black stated that the project revenue increase coming from the Golf Division is part of a sustained effort to attract more revenue by providing amenities such as the cart path for patrons.

Heller inquired about the largest expense categories in Materials and Services. Black replied that water is expensive – projected to be \$430,000 in the upcoming biennium. Contracted services for professional expertise in such areas as engineering, master planning and fleet maintenance are also substantial. Black stated that the largest expense of all is the central service fee paid to the City of Ashland for services such as financial management, technical support, legal services, HR and others.

Finally, Black asked that the Commissioners to approve a provisional budget totaling \$13,196,765.

**Motion:** Landt moved to approve the proposed BN 17-19 budget and move it forward to the Ashland Citizens Budget Committee. Heller seconded.

The vote was all yes.

### **ITEMS FROM COMMISSIONERS**

There were none.

Dials highlighted the Bike Swap held on April 15. 55 people volunteered for the event and it was deemed successful in spite of a decrease in revenue. Dials explained that the event competed with Easter events and skiing at Mt. Ashland. She thanked the volunteers and APRC volunteer coordinator Lori Ainsworth for jobs well done.

There followed a short discussion focusing on Bike Swap proceeds. Dials explained that 20% of each sale is returned to the Recreation budget as revenue. The proceeds are then utilized as funding for community bike education classes.

### **UPCOMING MEETING DATES**

Joint Commission / Council Meeting on May 1, 2017 @ Council Chambers, 1175 E. Main Street, 5:30 p.m.

Special Meeting: Tour of the Imperatrice Property on May 3, 2017 @ The Grove, 1195 E. Main, 4:00 p.m.

Study Session on May 15, 2017 @ The Grove, 1195 E. Main, 5:30 p.m.

Regular Meeting on May 22, 2017 @ Council Chambers, 1175 E. Main, 7:00 p.m.

### **ADJOURNMENT INTO EXECUTIVE SESSION**

By consensus, Gardiner adjourned into Executive Session at 9:33 p.m.

*Executive Session for Pursuant to ORS 192.660 (2)(e)*

### **ADJOURNMENT OUT OF EXECUTIVE SESSION**

By consensus, Gardiner adjourned out of executive session at 10:20 p.m.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:20 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 are available upon online.

**MINUTES FOR THE JOINT MEETING  
ASHLAND CITY COUNCIL &  
ASHLAND PARKS & RECREATION COMMISSION  
Monday, May 1, 2017  
Civic Center Council Chambers  
1175 E. Main Street**

**CALL TO ORDER**

Parks Commissioner Chair Mike Gardiner called the meeting to order at 5:30 p.m. in the Civic Center Council Chambers.

**ROLL CALL**

Mayor Stromberg, Councilor Slattery, Morris, Seffinger, Rosenthal, and Darrow were present. Commissioner Landt, Lewis, and Heller were present. Councilor Lemhouse arrived at 6:35 p.m. Commissioner Miller was absent.

**PUBLIC INPUT**

**Huelz Gutcheon/2253 Hwy 99**/Explained a chart he submitted into the record.

**Ron Roth/6950 Old 99 South**/Wanted a community meeting on the Imperatrice property similar to the Water Summit with time for public input.

**NEW BUSINESS**

**1. Discussion of Imperatrice Property**

Parks and Recreation Director Michael Black explained the Parks Commission was interested in using part of the Imperatrice property for recreation. They met with Kristi Mergenthaler, the stewardship director from the Southern Oregon Land Conservancy regarding the biodiversity of the property. Currently, the Parks and Recreation Department was participating with the Electric Department and the Public Works Department on an environmental review of the property and funding a third of the cost for the study. The City purchased the property in 1996 for \$946,000 and totaled 890 acres.

Ms. Mergenthaler explained the Southern Oregon Land Conservancy began talks with the City on conserving part or all of the land in 2009. The Imperatrice property was separated from the Grizzly Peak Preserve by two privately owned properties. The Southern Oregon Land Conservancy was interested in establishing a trail from the Imperatrice property to Grizzly Peak. She described the rare plant species and wildlife that existed on Imperatrice and the important role grasslands played for carbon storage. The property offered a beautiful viewshed as well.

Mr. Black confirmed the Parks Commission was interested in purchasing the property. The Southern Oregon Land Conservancy would help the Parks Commission find opportunities to raise funds. Conservation of the property would include an easement granted to a third party in perpetuity. It would not interfere with 10x20 discussions on using part of the property for a solar farm. The City purchased the land with money dedicated to wastewater treatment. The Parks Commission would pay for the land and establish an easement. He would provide the Commission and Council with information on the restrictions and constraints associated with the purchase of the property.

**2. Discussion of regional swimming facility**

Parks Director Michael Black explained one of the Parks and Recreation Department's top five goals was facilitating a partnership to build a new competition-style, year-round indoor swimming pool for the community.

The Parks Commission looked into several alternatives regarding the pool. Southern Oregon University had agreed to build a pool at the McNeal Pavilion but needed \$1,800,000 - \$2,200,000 immediately to start. It was not possible to raise the amount that quickly. Adding a bubble over the Daniel Meyer Pool was not an option at \$200,000 with \$10,000 monthly operating costs. The bubble had no structure and was temporary. They were

able to winterize the Daniel Meyer Pool that cost \$20,000 with \$8,000 monthly for operation costs. It worked well but was also a temporary fix. Forming a partnership with the YMCA had not panned out either.

Mr. Black proposed replacing the pool with a 25-yard by 25-meter pool up to six feet in depth that would allow for eight swim lanes. A seasonal cover would make it available during colder months. The estimate for the project was \$3,500,000 and included the following:

- Pool - \$1,475,000
- Design, Plans, and Permits - \$75,000
- Mechanical, Electrical, and Plumbing (MEP) - \$125,000
- Parking - \$200,000
- Demo, Earthwork, and Flatwork - \$300,000
- Contingency - \$525,000
- Pool Canopy - \$800,000

The Parks Commission was looking into a process that consisted of:

- Concept – in progress
  - Survey
  - Designs
  - Estimates
- Approval of Budget and Bond by Commissioners and Council
  - Prior to July 31, 2017
- Pool Campaign – Ongoing Process
- Bond Election
  - Target: November 2017

Currently pool operation costs were \$80,000 per year. They were estimating the new facility would cost \$150,000 yearly. The Parks Commission was proposing a pool upgrade so a year round program could happen with the partners. Currently these partners were paying to rent the pool. The pool would have solar heat.

Councilor Rosenthal shared the City of Medford's experience trying to pass a pool bond that failed. He suggested the bond include renovating the Senior Center, upgrading the Little League storage room, and overall making it more of a community center. He thought any new facilities should have revenue components like charging to use a pool slide.

Mr. Black explained the next steps involved a business plan, associated costs, funding, and determining public interest. Commission and Council discussed issues related to going out for a bond and timing. The Parks Commission would come to Council with more information in the future.

### **3. Discussion of Parks' budget priorities**

Parks Director Michael Black explained the Parks Commission had a balanced budget and was able to provide all of the services offered in previous years with no cuts.

**Councilor Lemhouse arrived at 6:35 p.m.**

### **OTHER BUSINESS FROM THE COUNCIL AND PARKS COMMISSION**

#### **ADJOURNMENT**

Meeting adjourned at 6:37 p.m.

Respectfully submitted,  
Dana Smith  
Assistant to the City Recorder

City of Ashland  
PARKS AND RECREATION COMMISSION  
TRAIL MASTER PLAN UPDATE COMMITTEE  
MEETING MINUTES  
May 5, 2017

- PRESENT:**       **Parks Commissioners:** Mike Gardiner, Jim Lewis  
                  **Additional Committee Members:** David Chapman, Torsten Heycke, Stephen Jensen and Jim McGinnis (10:25)  
                  **City and APRC Staff:** APRC Director Michael Black (10:27); Luke Brandy, BLM (10:16); Chris Chambers, Forestry Division Chief (10:16); APRC Interim Parks Superintendent Jeff McFarland; GIS Analyst Lea Richards  
                  APRC Minute-taker Betsy Manuel
- ABSENT:**       APRC Executive Assistant Susan Dyssegard

**I.       CALL TO ORDER**

Chair Chapman called the meeting to order at 10:00 a.m. at 51 Winburn Way, Ashland OR.

**II.      ADDITIONS OR DELETIONS TO THE AGENDA**

There were none.

**III.     APPROVAL OF MINUTES**

Chapman reported that review and approval of the Minutes had been postponed until the next regularly scheduled meeting on May 19, 2017.

Jensen questioned the outcome of a discussion held on April 21, 2017 about scheduling meetings. The discussion involved a continuation of the twice-monthly schedule as originally agreed upon, or a change to once per month. The rationale was to bolster attendance when the summer months were especially busy for several of the TMP Committee members.

Jenson noted that the proposed Minutes indicated that after discussing the pros and cons, changes to the current meeting schedule had remained undecided. McFarland noted that the busy summer season impacts those with responsibilities outdoors.

Lewis suggested approving the Committee's final decision by vote.

**IV.     PUBLIC PARTICIPATION**

***a. Open Forum***

**Jim Falkenstein**, 540 Lakota Way in Ashland, was called upon to speak. He stated that he had recently photographed the Nevada Street wash from the air - using a drone. He indicated that the TMP Committee might find visual records from the air helpful, particularly when discussing trail access points

and other pertinent data. Falkenstein noted that he would be pleased to volunteer any photographs or video of interest obtained in this way.

There followed a brief conversation regarding the efficacy of drone footage as members observed Nevada Street drone footage. McFarland commented appreciatively about other trails depicted by Falkenstein's drone online.

Lewis reviewed the video, noting areas under the jurisdiction of APRC. McFarland pointed out rights-of-way. It was agreed by consensus that the video was useful.

Richards expressed a concern about the legal implications with regard to the use of the drone in airways within City limits. She stated that the City could provide photos that were produced in 2012 upon request.

Falkenstein outlined Federal regulations for using a drone, noting that Federal Agencies might also impose rules for use. Local jurisdictions could restrict drone use as well.

Falkenstein was thanked for volunteering to provide drone video footage, but no agreement was reached for additional video. Falkenstein invited those present to view his website at [ashlandtrails.com](http://ashlandtrails.com).

## **V. ADDITIONS OR DELETIONS TO THE AGENDA**

McFarland complimented APRC Executive Assistant Susan Dyssegard, Promotions Coordinator Dorinda Cottle and GIS Analyst Lea Richards for their work establishing a website for the Trail Master Plan Update Committee (TMP). The website displays working documents of the TMP – agendas, minutes, maps and informational data to assist the TMP and alert the public about the work in progress.

Chapman announced that further discussion regarding meeting schedules would become an agenda item under **UNFINISHED BUSINESS**.

## **VI. UNFINISHED BUSINESS**

### ***a. TMP Schedule***

Brandy advocated for continuation of the twice-monthly schedule, explaining that transitioning to one meeting per month would delay completion of the Master Plan. He noted efficiencies for committing to twice monthly – less time wasted in catch-up details, fewer stops and starts and so on.

It was agreed by consensus that the schedule would remain twice monthly.

### ***b. Review and Discuss Bear Creek Trail Corridor***

McFarland reported that an in-depth discussion about options for extending the Bear Creek Trail Corridor had been conducted at the last meeting. Since that time, the Greenway Foundation Board had decided to hire a consultant to determine the most advantageous route or routes, thereby negating the necessity for that type of review by the TMP Committee.

McFarland stated that the new plan would include a TMP review and approval of the consultant's final report. In reply to a question by Jensen, Gardiner stated that the Greenway Foundation Board along with other interested agencies, such as the Ashland Public Works Department, had set up a fund some time ago to hire a consultant for an alternative routes analysis if needed. He stated that the Foundation's goal was to determine the most advantageous way to extend the Greenway from Nevada Street to North Mountain Park. The preference was a crossing of Bear Creek accessed via Nevada Street. Since that time, plans for a Nevada Street crossing has become tenuous at best, making it advisable to rethink the alternatives. Gardiner noted that other crossings were now under consideration, making it necessary to hire a professional advisor. He stated that the consultant's analysis would help to determine the most feasible crossing, what easements would need to be secured, what the impacts would be on public lands and a variety of other relevant factors.

Richards asked whether the consultant would contact private property owners. Gardiner replied that the scope of the project was still under consideration and the financial arrangements were not finalized. Gardiner explained that APRC was currently negotiating a land acquisition that might impact the start of the trails at the Dog Park. He noted that APRC was currently negotiating with a private property owner who was considering development opportunities and the outcome might affect the options available for trails. There followed a brief discussion about the various properties in that area.

Jensen asked for clarification of TMP involvement. McFarland stated that the TMP would review plans outlined by the consultant. Black noted that the consultant could be scheduled to meet with the TMP Committee to lay out the alternatives under advisement. Once the consultant has a final recommendation, the information would become a part of the Trails Master Plan. McFarland added that the consultant would benefit from review by the TMP Committee, because of the expertise of TMP Committee members.

In reply to a question by Brandy, Black stated that the Greenway Foundation works to provide matching funds for grants and/or other sources of funding for the Greenway expansion. He noted that the consultant would identify areas appropriate for bridge crossings, and any environmental issues that might be of concern. Once thoroughly vetted by the consultant and others including the TMP Committee, the consultant would design the actual trail. Easements, floodway and riparian areas and other hurdles must be addressed prior to designating a preferred option.

Jensen inquired about the process with regard to contacting private property owners. Black stated that he would direct contact and negotiations with private parties as well oversee the proposed scope of work of the consultant.

Gardiner noted that an informal process of working with people who could engage property owners in conversations about a particular easement or other land action could help to move the process forward. Black added that APRC and the TMP do not have to wait for the feasibility study should an opportunity become available. He explained that the acquisition of property or easements was not an orderly process and while a plan might prioritize one route over another, other priorities might develop based

upon the availability of land. He noted as an example, the ongoing negotiations with the Mace family about a land acquisition or an easement that would benefit the trails system.

Gardiner stated that temporary solutions might be put in place – such as an on-street option for the Nevada Street crossing that might be employed until redevelopment of an area leads to a more desirable opportunity in an adjacent wilderness area. Lewis agreed, stating that a trail that includes an on-street portion might not be optimal, but it eliminates the heavy cost of a creek crossing. McGinnis talked about a potential trail that includes county property as well as City property as an option. Gardiner stated that Jackson County (the Greenway Committee) and APRC (Parks) would work together to achieve a suitable outcome.

Black added that the Greenway might have a strong preference that differs from APRC's perspective. He advocated for both sides, noting that each entity has a goal to achieve. For the Bear Creek Greenway Foundation, it is an extension of the Greenway to Emigrant Lake County Park along the creek, whereas APRC might have additional objectives to provide connectivity and a transportation option for Ashland residents. In this case, the goals are complementary and the City of Ashland and the Greenway Committee could work toward a beneficial outcome for both.

McGinnis commented that it was apparent that at least one of the options would be complementary. Gardiner agreed, noting that the complementary route, while not completely along the creek, could provide an alternative for connectivity to North Mountain Park in the meantime.

Chapman indicated that the goal for the TMP would be to look at options further away. Black affirmed the goal, commenting that the consultant would be more narrowly focused on Greenway connectivity. McFarland noted that APRC would concentrate on properties listed on the map as 17, 26, 29, 31 and 33.

Lewis talked about the potential for property along the creek adjacent to property number 27. He stated that the parcel was slated for eventual residential development. Lewis relayed that the creek area was in the floodway, presenting an opportunity for a trail because development would be curtailed in that area.

Richards offered to bring a planning map depicting a trail in the area under discussion. McFarland highlighted the Verde Village connection to the right of the Dog Park as planning action that alerted Parks to the potential for a trail in the area.

## **VII. NEW BUSINESS**

### ***a. Review and Discuss Wrights Creek and Ashland Creek Corridors.***

McFarland stated that the discussion about the Wrights Creek Corridor and the Ashland Creek Corridor would act as a “workshop” with TMP Committee members contributing their knowledge about the area.

Black suggested that questions for discussion include how the corridors should be utilized - whether reference points should be narrower in scope or expanded – and whether there were existing trails or properties that could alter the potential for a new trail. Easements should be identified as well as other relevant items. Black asked about new information that would update the corridors listed in the Master Plan and whether the updates should be general in nature or specific.

Black introduced the maps, indicating that they include property lines and depict parcels owned by APRC as well as properties where easements are held by APRC. Richards noted that the Wrights Creek map outlined the Billings property – an area where the owner of the property has indicated a willingness to consider a trail easement. The trail begins with an easement on the Billings property south to North Main. There were several options for connectivity continuing south. Continuing east the trail could provide further connectivity if easements could be secured.

Black stated that APRC has recently purchased the Hitt Road property. McFarland identified areas of interest such as a connection from Birdsong Trail to Hitt Road and continued connectivity via a pedestrian loop along the Hoffman and Neuman properties. Heycke noted that Mr. Hoffman was originally willing to grant an easement but subsequent family events had stalled further progress.

There followed discussion about the Talent Irrigation Ditch (TID) Trail, now known as part of the Acid Castle Rock property and connections to the Granite Street Trail and the Hearts Trail ultimately ending at Lithia Park. Chapman talked about a twelve-mile trail further out – west of the Wrights Creek corridor. In that area, the trail loops along the creek to Ashland Mine Road.

The Ashland Creek corridor was also reviewed. Black talked about an extension of the Park that was currently owned by APRC and potential opportunities for securing easements along the creek. Brandy commented that trails in the area could provide connectivity to Helman school – providing a safer route to school as well as more direct access.

The cost of a pedestrian bridge was briefly considered. McFarland noted the high cost of a bridge that must meet multiple Agency requirements. When a creek is involved, a hydrology study typically becomes necessary. He stated that the bridge must be engineered to handle flooding without obstructing the floodwater flow. McFarland detailed other solutions for managing floodways and creating connectivity. McGinnis asked about a drawbridge type of bridge that could swing up and out of the way in a flood situation.

McFarland outlined the properties that have been acquired since the Trail Master Plan was developed. He talked about the Creek to Crest trail route, noting that it was a creative temporary solution in creating connectivity until a more desirable route could be established.

McGinnis suggested that the TID Trail corridor might be a good Agenda item for the next meeting. Richards stated that she would present the TID Trail divided into two maps, given the length of the trail and the crossings involved.

## **VIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Susan Dyssegard, Executive Assistant &  
Betsy Manuel, Minute-Taker  
Ashland Parks and Recreation Commission

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Matt Miller



Michael A. Black, AICP  
Director

541.488.5340  
AshlandParksandRec.org  
parksinfo@ashland.or.us

## MEMORANDUM

**To:** Ashland Parks and Recreation Commissioners  
**From:** Rachel Dials, Recreation Superintendent  
**Date:** May 16, 2017  
**Subject:** Bike Polo Special Event Request (Action)

---

### Background

As the Rogue Valley Bike Polo community continues to grow, they are finding ways to strengthen their presence within Ashland. They did just that in 2016 when the group hosted their 1<sup>st</sup> Annual Jefferson Joust in early September in Hunter Park.

Since the spring of 2015, Bike Polo has had exclusive use of Court # 5 in Hunter Park every Monday evening. Other than that time, that court is available for use by the tennis community.

Eric Michener, Rogue Valley Bike Polo organizer, is back to request the return of the Jefferson Joust II. The event is proposed for Saturday and Sunday, September 2<sup>nd</sup> and 3<sup>rd</sup>, 2017. The request is for:

- Exclusive use of Tennis Courts #5 & #6 from September 1 through the 4<sup>th</sup>, 2017 for setup and tear down as well as the actual event. The actual event will only be held on court #5. Court #6 will be used for hauling of equipment, registering teams and on/off court access.
- Megaphone and music amplification in a park area
- Food Truck sales limited to 11am-2pm.

According to current park rules:

- Amplification is not allowed in any parks except for at the Lithia Park Bandshell.
- Sales are prohibited in any park area with the exception of the approved vendor area within the Lithia Park Bandshell area.

The organizer of the event, Eric Michener, will be on hand to give a brief overview of the event and answer any questions you may have.

### Possible Motion

I move for approval of the Special Event request for the Jefferson Joust II planned for September as proposed including food truck sales during the lunchtime hours of 11am-2pm and amplification limited to \_\_\_ hours per day.

Attachments:

- 2017 Jefferson Joust II Special Event Request
- Bike polo photo



# Special Event Request Form

**IF FORM IS NOT COMPLETELY FILLED OUT IT WILL BE RETURNED TO YOU**

Applicant Name Eric Michener  
Organization Rogue Valley Bike Polo  
Mailing Address 492 Willow St  
Ashland OR 97520

Email roguevalleybikepolo@gmail.com  
Phone 541-778-1709  
Date(s) of Event Sept 1 - Sept 4 17  
Hour(s) of Event 8am Sept 1 - 11pm Sept 4  
(in your estimate of hours, please include set-up and take-down time)

**A \$25 application fee is due at the time of submission**

**Type of Event:** Please provide a specific, detailed description of the event. Include site plans, maps and any special requirements. Special requirements include portable toilets, trash cans, amplification, how the event is being promoted, and potential impacts on turf or trails. **Attach additional pages as needed.**

Bike polo tournament - Hunter Park Tennis Courts

**Please check all that will apply to your event:**

- Staking anything into the ground
- Running chutes
- Finish line arches
- Generators
- Canopies
- Tents
- Electricity

Will your event require a street closure? Yes  No

Please note that almost all street closures require you to fill out a *City of Ashland* Special Event Form.

Which streets? \_\_\_\_\_ Times of closure: \_\_\_\_\_

There must be two volunteers at each closure area for the duration of the street closure. Please initial your understanding of this requirement \_\_\_\_\_

Will your event require amplification? Yes  No  If yes, it will require prior approval by the Parks & Recreation Commission if the proposal specifies using a park area other than the Lithia Park Bandshell. The amplification limit is 1.5 hours, no louder than 75 decibels, and ending by 8:00pm.

Are you requesting booths in Lithia Park? Yes  No  If yes, submit the Bandshell site plan and view attached policy. You can have booths in the Bandshell Parking area and on either side of Winburn Way (cannot use both sides to allow emergency access).

How many booths? \_\_\_\_\_ The maximum is 25 booths no larger than 10x10.

What types of booths? (information/food/artisan) \_\_\_\_\_

What hours will the booths be open? \_\_\_\_\_

Will money be exchanged at the booths? Yes  No

If yes, how much? \_\_\_\_\_

Is a percentage of money from vendor booths supporting this event? Yes  No



# Special Event Request Form

How many people will participate? 54

Is this event a fundraiser?      If yes, who will benefit?     

Is the organization responsible for coordinating the event a 501(c)(3)? NO

If yes, please include the tax ID number     

Is there a fee associated with the event?  If yes, how much? \$10 \$15 (TBI)

Note: Selling in City of Ashland Parks is prohibited. Donations are allowed.

### Please describe your plan for recycling during the event and clean up during and after the event

The organizer is responsible for the removal of all garbage, litter, and debris created by the event that does not fit into the trash cans provided. Removal of debris, temporary containers and general park clean-up around the event area should occur immediately after the actual event and be completed within the scheduled permit time.

all recycling and trash will be cleaned up and removed from the cart nightly and transferred to the recycle center/transformation

**Requirements for Bathrooms** Event organizer is responsible for providing portable toilets if they estimate there will be more than 200 people in attendance. Please describe your plan.

**Plan for Potable Water** There is no potable water available. This means the event organizer is responsible for bringing in any drinking water for the event. Please describe your plan.

multiple water jugs will be present at the event

**Plan for Grey Water** What is your plan to contain and dispose of grey water off-site?

[Signature]  
Applicant Signature

4-20-17  
Date

OFFICE USE ONLY			
Total Fee <u>    </u>	PAID Check <u>    </u>	Cash <u>    </u>	Credit Card <u>    </u>
Date Paid <u>    </u>	EVENT IS:	Approved <u>    </u>	Denied <u>    </u>
	Date <u>    </u>		



# Special Event Request Form

## Approval Process

The City of Ashland Parks & Recreation staff will review your completed application and respond as soon as possible. Submission of application does not mean that the event has been approved. Staff will contact you directly by email or letter.

Please note that some events do require Parks & Recreation Commission approval and may require you to present your request at a Parks Commission regular meeting. Those event requests should be turned in three months prior to the requested event date(s).

## Insurance

Evidence of appropriate insurance may be required before final approval.

## Other Permits

Some events may require obtaining additional approvals/permits through other city offices.

## Damage to Property

Permit holders will be held responsible for any loss or damages that may occur during facility use.

## Fees

Application Fee of \$25 due at time of submittal.

\$1 per runner for Middle and High School running events in park areas.

If custodial staffing is required, a \$25/hour fee will be charged.



The Rogue Bicycle

BLACK STAR  
★ BAGS ★

PERGRINE  
SECURITY SOLUTIONS

true outh

SOUTHSIDE  
TATTOO

THE ROGUE BICYCLE

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Matt Miller



Michael A. Black, AICP  
Director

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parksinfo@ashland.or.us

## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Jeffrey McFarland, Interim Parks Superintendent

**DATE:** May 18, 2017

**SUBJECT:** Wasp Spray in Parks: APRC IPM Policy Exemption Request (Action)

---

APRC staff presented additional IPM information at the Ashland Parks and Recreation Commission study session on Monday May 15, 2017. A discussion followed between APRC staff and the Commissioners related to public safety and wasp issues in APRC properties. The discussion included consideration of a future exemption in the Parks IPM policy for the use of wasp spray by APRC staff within APRC-maintained properties as a last resort when other IPM methods of dealing with wasps proved ineffective, especially in incidents where public safety and safety of APRC workers was paramount.

Other IPM methods discussed to minimize/address wasp issues were the use of pheromone traps starting in the spring to capture queens and the use of screens, jar traps and use of soapy water in ground nests. APRC staff also reported that they have searched for but have not found alternative, effective organic or non-synthetic wasp sprays. Staff also reported that the proposed wasp spray does not contain neonicotinoids, as some wasps can function as pollinators during part of the summer season.

### **Recommended Motion**

APRC staff recommends approval for an exemption in the Parks IPM policy for the use of wasp spray by APRC staff in APRC-maintained properties as a last resort when other IPM methods of dealing with wasps prove to be ineffective, especially in incidents where public safety and safety of APRC workers is paramount.

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parksinfo@ashland.or.us

## MEMORANDUM

**To:** Ashland Parks and Recreation Commissioners

**From:** Michael Black, APRC Director

**Date:** May 22, 2017

**Subject:** COLA Review (Action)

---

### SUMMARY

I am requesting a cost-of-living pay adjustment in accordance with the attached policy and the CPI-W 12-month average which is 3.1% through March of 2017. In 2014, the Commission adopted the Benefit Adjustment Policy that dictates the parameters for the consideration of pay adjustments for the term of the policy. Specifically, the policy states:

*Rather than adjusting all salaries by a specific percentage, parties recommend a range of 1-5% based upon the Consumer Price Index (CPI-W) 12-month average from March of the prior year to March of the current year.*

Last year the Commission granted a COLA of 2.0%, part of which was a bonus above the CPI. According to the policy adopted in 2014, I am requesting that the Commission consider a 3.1% increase for 2017, which is consistent with the attached CPI – Western Region.

### BACKGROUND AND POLICY IMPLICATIONS

The current budget includes 2% cost-of-living adjustments for non-represented employees in each year of the current budget cycle. Due to fluctuations in CPI, it is very difficult to forecast an accurate placeholder in the budget for a COLA; however, since we have the 2% budgeted for each year of the biennium I believe that we can absorb the higher-than-average CPI this year over the next two years.

I have spoken with accounting and they support this action.

**BUDGET IMPACT**

Funds for a 2% pay adjustment in FY 2018 for employees are included in the BN 2017-19 budget and staff is confident that with proper management of the personnel budget, we will be able to absorb the higher-than-usual COLA over the next two years.

**STAFF RECOMMENDATION AND REQUESTED ACTION**

Staff recommends approval of this pay adjustment for all employees of the Ashland Parks and Recreation Commission.

**SUGGESTED MOTION**

I move to approve the Director's proposal to provide a 3.1% cost-of-living pay adjustment to APRC employees in fiscal year 2018.

**ATTACHMENTS**

- APRC Benefit Adjustment Policy
- CPI-W Review Worksheet

## Ashland Parks & Recreation



### Benefit Adjustments 2014-2016

*Employee representatives met with Parks Management to collaboratively discuss adjustments to the Parks & Recreation Employee benefit package. The recommendations are presented below:*

#### Wages

Rather than adjusting all salaries by a specific percentage, parties recommend a range of 1-5% based upon the 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%.

#### Benefits

**Vacation Cap.** To prevent employees from losing accrued vacation hours, parties agree to incrementally increase the vacation maximum that employees may accrue as follows:

July 1, 2014 – Cap goes from 200 to 250 hours

July 1, 2015 – Cap goes from 250 to 275 hours

July 1, 2016 – Cap goes from 275 to 300 hours.

**Vacation Cash-out opportunity.** Employees may elect to cash-out, or request to be placed 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.

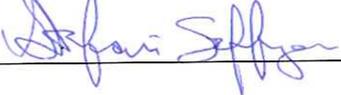
**HRA VEBA.** Amend the language in the Parks and Recreation Department Employee Handbook to: "An employee can accrue up to 900 hours into their HRA VEBA account upon termination if they are in good standing." This would allow between 100 and 1,000 hours of accrued sick leave to be paid into an employee's 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.

*Employee representatives will meet with Parks Management to discuss future adjustments to the Parks & Recreation Employee benefit package at the end of this 3-year period. In the event that economic conditions change significantly over the 3- year period, either party may make a request to re-open discussions about wages and benefits. Requests must be made in writing by either party no later than January 31<sup>st</sup> of each year for the upcoming year.*

**APPROVAL:**

**Ashland Parks & Recreation Department:**

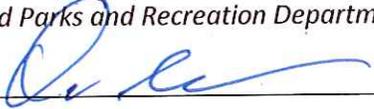
Stefani Seffinger, *Chair*  
*Ashland Parks and Recreation Commission*

  
\_\_\_\_\_

Date

6/23/2014

Don Robertson, *Director*  
*Ashland Parks and Recreation Department*

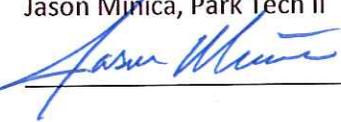
  
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Date

6/19/14

**Ashland Parks & Recreation Employee Representatives:**

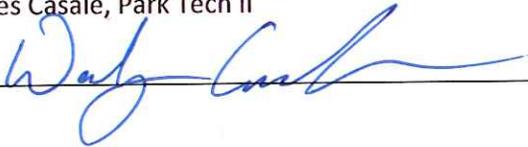
Jason Mirica, Park Tech II

  
\_\_\_\_\_

Date

7-8-14

Wes Casale, Park Tech II

  
\_\_\_\_\_

Date

6/23/14

# ASHLAND PARKS AND RECREATION COMMISSION

340 SO. PIONEER STREET • ASHLAND, OREGON 97520

**COMMISSIONERS:**

Mike Gardiner  
Rick Landt  
Jim Lewis  
Stefani Sellinger  
Vanston Shaw



Don Robertson  
Director

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

## MEMORANDUM

**TO** : Ashland Parks and Recreation Commission

**FROM** : Rachel Dials, Recreation Superintendent  
Bruce Dickens, Parks Superintendent

**DATE** : May 14, 2014

**SUBJECT** : FY 14-15, FY 15-16, FY 16-17 Parks Employee COLA / Benefits  
Adjustment Recommendations

**Action Requested**

Approve proposed COLA / benefits adjustment recommendations

**Background**

Management staff and Human Resources Manager Tina Gray met with employee representatives to discuss cost-of-living adjustments and other benefits for all regular part-time and full-time Parks employees.

Attached is the recommended modification agreement for those categories.

# Consumer Price Index

Base period: 1982-84 = 100, not seasonally adjusted

## CPI-U

	U.S. City Average			West - Size Class B/C		
	2014	2013	2012	2014	2013	2012
Jan.	1.6%	1.6%	2.9%	1.5%	1.0%	2.6%
Feb.	1.1%	2.0%	2.9%	0.7%	1.5%	2.3%
March	1.5%	1.5%	2.7%	0.9%	1.0%	2.2%
April		1.1%	2.3%		0.8%	1.8%
May		1.4%	1.7%		0.7%	1.6%
June		1.8%	1.7%		1.0%	1.5%
July		2.0%	1.4%		1.6%	1.1%
Aug.		1.5%	1.7%		1.6%	1.3%
Sept.		1.2%	2.0%		1.2%	1.5%
Oct.		1.0%	2.2%		0.8%	1.6%
Nov.		1.2%	1.8%		1.0%	1.4%
Dec.		1.5%	1.7%		1.4%	1.3%

## CPI-W

	U.S. City Average			West - Size Class B/C		
	2014	2013	2012	2014	2013	2012
Jan.	1.6%	1.5%	3.1%	1.5%	0.9%	2.7%
Feb.	1.0%	1.9%	3.1%	0.8%	1.4%	2.4%
March	1.4%	1.3%	2.9%	1.0%	0.8%	2.2%
April		0.9%	2.4%		0.7%	1.8%
May		1.2%	1.6%		0.5%	1.6%
June		1.8%	1.6%		0.8%	1.6%
July		2.0%	1.3%		1.6%	1.2%
Aug.		1.5%	1.7%		1.6%	1.3%
Sept.		1.0%	2.0%		1.1%	1.4%
Oct.		0.8%	2.2%		0.7%	1.5%
Nov.		1.1%	1.7%		1.0%	1.2%
Dec.		1.5%	1.7%		1.4%	1.2%

## Portland-Salem, OR-WA

	CPI-U Portland			CPI-W Portland		
	2013	2012	2011	2013	2012	2011
1st half	2.2%	2.5%	2.6%	1.9%	2.2%	2.7%
2nd half	2.8%	2.1%	3.1%	2.7%	1.8%	3.3%
Annual	2.5%	2.3%	2.9%	2.3%	2.0%	3.0%

*Employee representatives will meet with Parks Management to discuss future adjustments to the Parks & Recreation Employee benefit package at the end of this 3-year period. In the event that economic conditions change significantly over the 3- year period, either party may make a request to re-open discussions about wages and benefits. Requests must be made in writing by either party no later than January 31<sup>st</sup> of each year for the upcoming year.*

**APPROVAL:**

**Ashland Parks & Recreation Department:**

Stefani Seffinger, *Chair* Date  
*Ashland Parks and Recreation Commission*

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Don Robertson, *Director* Date  
*Ashland Parks and Recreation Department*

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**Ashland Parks & Recreation Employee Representatives:**

Jason Minica Date

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Wes Casale Date

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## Ashland Parks & Recreation

### Benefit Adjustments 2014-2016

*Employee representatives met with Parks Management to collaboratively discuss adjustments to the Parks & Recreation Employee benefit package. The recommendations are presented below:*

#### Wages

Rather than adjusting all salaries by a specific percentage, parties recommend a range of 1-5% based upon the Consumer Price Index (CPI-W) 12-month average from March of the prior year to March of the current year.

#### Benefits

**Vacation Cap.** To prevent employees from losing accrued vacation hours, parties agree to incrementally increase the vacation maximum that employees may accrue as follows:

July 1, 2014 – Cap goes from 200 to 250 hours

July 1, 2015 – Cap goes from 250 to 275 hours

July 1, 2016 – Cap goes from 275 to 300 hours.

**Vacation Cash-out opportunity.** Employees may elect to cash-out, or request into a City deferred compensation plan up to 40 hours of accrued vacation 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.

**HRA VEBA.** Amend the language in the Parks & Recreation Department Employee Handbook to allow between 100 and 1000 hour of accrued sick leave to be paid into HRA VEBA when the employee leaves the department **“In good standing.”** The cash-out of sick leave hours into the HRA VEBA applies to all employees who leave the department in good standing (normal resignation, termination or retirement). Employees who are terminated *for cause*, or who resign in lieu of being terminated *for cause* will not be eligible for this benefit. “For Cause” shall be defined as conduct which brings discredit upon the department, or which is a direct hindrance to the effective performance of Parks functions including but not limited to the causes listed in the Parks Employee Handbook Section 8.2. A benefit determination will only be made after the employee is granted due process.



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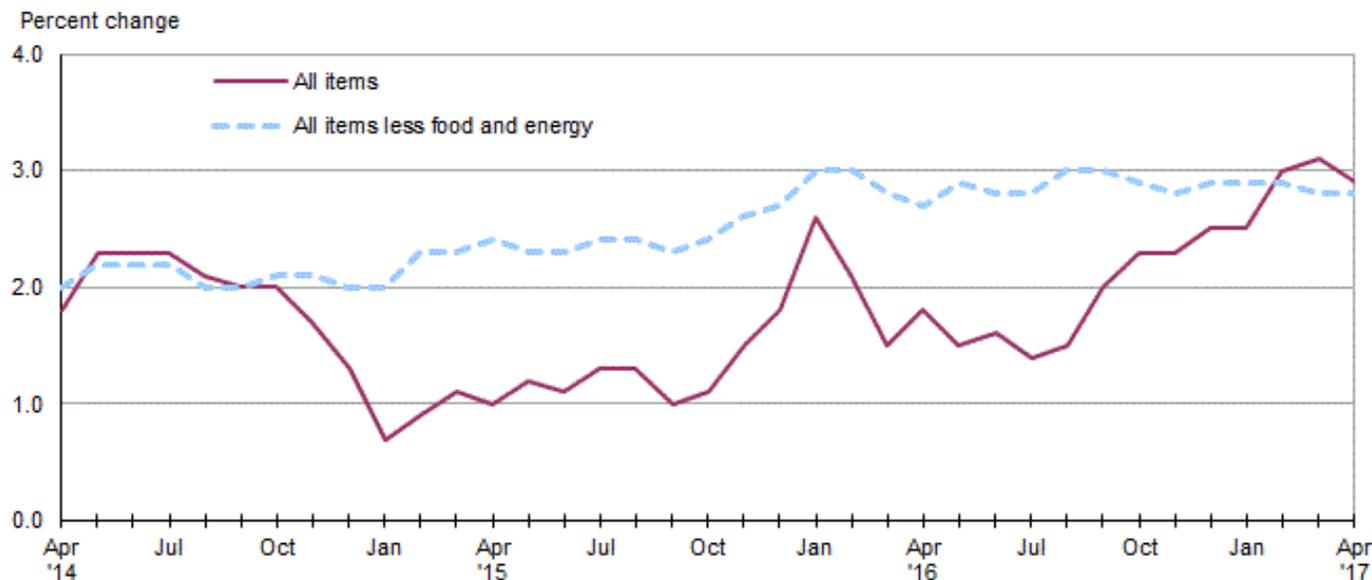
## Consumer Price Index, West Region — April 2017

**Area prices were up 0.3 percent over the past month, up 2.9 percent from a year ago**

Prices in the West Region, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), advanced 0.3 percent in April, the U.S. Bureau of Labor Statistics reported today. (See [table A](#).) The April increase was influenced by higher prices for energy and other goods and services. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U advanced 2.9 percent. (See [chart 1](#) and [table A](#).) Energy prices rose 8.0 percent, largely the result of an increase in the price of gasoline. The index for all items less food and energy increased 2.8 percent over the year. (See [table 1](#).)

**Chart 1. Over-the-year percent change in CPI-U, West region, April 2014–April 2017**



Source: U.S. Bureau of Labor Statistics.

### Food

Food prices advanced 0.3 percent for the month of April. (See [table 1](#).) Prices for food away from home rose 0.4 percent, but prices for food at home were virtually unchanged (0.1 percent) for the same period.

Over the year, food prices increased 1.1 percent. Prices for food away from home advanced 3.3 percent since a year ago, but prices for food at home declined 0.4 percent.

## Energy

The energy index increased 1.5 percent over the month. The increase was mainly due to higher prices for gasoline (1.4 percent). Prices for natural gas service rose 3.4 percent, and prices for electricity advanced 1.2 percent in the same period.

Energy prices rose 8.0 percent over the year, largely due to higher prices for gasoline (11.9 percent). Prices paid for natural gas service advanced 4.9 percent, and prices for electricity rose 3.0 percent during the past year.

## All items less food and energy

The index for all items less food and energy advanced 0.3 percent in April. Higher prices for other goods and services (3.2 percent) and shelter (0.2 percent) were partially offset by lower prices for household furnishings and operations (-0.3 percent) and apparel (-1.0 percent).

Over the year, the index for all items less food and energy increased 2.8 percent. Components contributing to the increase included shelter (5.4 percent) and other goods and services (4.3 percent). Partly offsetting the increases were price declines in education and communication (-2.4 percent) and household furnishings and operations (-0.8 percent).

**Table A. West Region CPI-U monthly and annual percent changes (not seasonally adjusted)**

Month	2012		2013		2014		2015		2016		2017	
	Monthly	Annual										
January.....	0.4	2.6	0.3	1.7	0.3	1.7	-0.3	0.7	0.5	2.6	0.5	2.5
February.....	0.4	2.5	0.8	2.0	0.4	1.3	0.6	0.9	0.1	2.1	0.6	3.0
March.....	0.9	2.4	0.4	1.5	0.6	1.5	0.8	1.1	0.2	1.5	0.3	3.1
April.....	0.2	2.1	0.0	1.3	0.3	1.8	0.3	1.0	0.5	1.8	0.3	2.9
May.....	0.2	2.0	0.2	1.3	0.6	2.3	0.8	1.2	0.5	1.5		
June.....	-0.2	2.0	0.1	1.5	0.1	2.3	0.0	1.1	0.2	1.6		
July.....	-0.3	1.8	0.0	1.9	0.1	2.3	0.3	1.3	0.1	1.4		
August.....	0.5	2.1	0.1	1.5	-0.1	2.1	-0.1	1.3	0.0	1.5		
September.....	0.5	2.2	0.2	1.3	0.1	2.0	-0.2	1.0	0.3	2.0		
October.....	0.4	2.5	-0.1	0.9	-0.1	2.0	0.0	1.1	0.3	2.3		
November.....	-0.7	1.9	-0.4	1.3	-0.6	1.7	-0.2	1.5	-0.2	2.3		
December.....	-0.5	1.7	0.0	1.8	-0.5	1.3	-0.1	1.8	0.0	2.5		

**The May 2017 Consumer Price Index for the West Region is scheduled to be released on June 14, 2017.**

## Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 89 percent of the total population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers 28 percent of the total population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 87 urban areas across the country from about 6,000 housing units and approximately 24,000 retail establishments--department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date (1982-84) that equals 100.0. An increase of 16.5 percent, for example, is shown as 116.5. This change can also be expressed in dollars as follows: the price of a base period "market basket" of goods and services in the CPI has risen from \$10 in 1982-84 to \$11.65. For further details see the CPI home page on the Internet at [www.bls.gov/cpi](http://www.bls.gov/cpi) and the BLS Handbook of Methods, Chapter 17, The Consumer Price Index, available on the Internet at [www.bls.gov/opub/hom/homch17\\_a.htm](http://www.bls.gov/opub/hom/homch17_a.htm).

In calculating the index, price changes for the various items in each location are averaged together with weights that represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. Because the sample size of a local area is smaller, the local area index is subject to substantially more sampling and other measurement error than the national index. In addition, local indexes are not adjusted for seasonal influences. As a result, local area indexes show greater volatility than the national index, although their long-term trends are quite similar. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The West Region covered in this release is comprised of the following thirteen states: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming.

Information in this release will be made available to sensory impaired individuals upon request. Voice phone: (202) 691-5200; Federal Relay Service: (800) 877-8339.

**Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods West (1982-84=100 unless otherwise noted)**

Item and Group	Indexes			Percent change from-		
	Feb. 2017	Mar. 2017	Apr. 2017	Apr. 2016	Feb. 2017	Mar. 2017
<b>Expenditure category</b>						
All Items.....	252.252	252.949	253.806	2.9	0.6	0.3
All items (December 1977=100).....	407.752	408.878	410.263			
Food and beverages .....	253.665	254.373	255.097	1.2	0.6	0.3
Food .....	253.451	254.222	254.883	1.1	0.6	0.3
Food at home .....	245.268	246.208	246.511	-0.4	0.5	0.1
Food away from home.....	263.827	264.355	265.522	3.3	0.6	0.4
Alcoholic beverages .....	253.216	253.051	254.621	2.3	0.6	0.6
Housing .....	272.828	273.355	274.112	4.6	0.5	0.3
Shelter .....	312.523	313.379	314.096	5.4	0.5	0.2
Rent of primary residence(1).....	328.850	329.966	330.389	5.5	0.5	0.1
Owners' equiv. rent of residences(1)(2)....	327.843	328.605	329.569	5.3	0.5	0.3
Owners' equiv. rent of primary residence(1)(2).....	327.861	328.622	329.586	5.3	0.5	0.3
Fuels and utilities.....	286.151	285.958	289.567	3.8	1.2	1.3
Household energy .....	244.239	243.987	247.896	3.7	1.5	1.6
Energy services(1) .....	245.570	245.440	249.575	3.4	1.6	1.7
Electricity(1).....	272.386	272.976	276.195	3.0	1.4	1.2
Utility (piped) gas service(1).....	197.136	195.274	201.863	4.9	2.4	3.4
Household furnishings and operations .....	129.047	128.729	128.292	-0.8	-0.6	-0.3
Apparel .....	120.784	121.617	120.457	-0.8	-0.3	-1.0
Transportation .....	201.030	203.506	205.005	3.4	2.0	0.7
Private transportation .....	195.089	197.594	198.878	3.8	1.9	0.6
New and used motor vehicles(3).....	100.007	100.363	100.914	-1.1	0.9	0.5
New vehicles .....	149.781	149.494	149.330	0.7	-0.3	-0.1
New cars and trucks(3)(4).....	104.024	103.836	103.728	0.8	-0.3	-0.1
New cars(4) .....	146.679	146.411	146.018	-0.1	-0.5	-0.3
Used cars and trucks.....	132.307	133.733	135.176	-4.3	2.2	1.1
Motor fuel .....	214.221	221.855	224.871	12.1	5.0	1.4
Gasoline (all types).....	213.296	220.993	224.041	11.9	5.0	1.4
Gasoline, unleaded regular(4).....	210.460	218.145	221.326	12.2	5.2	1.5
Gasoline, unleaded midgrade(4)(5)....	204.449	212.184	214.002	10.6	4.7	0.9
Gasoline, unleaded premium(4).....	211.541	218.508	220.855	11.3	4.4	1.1
Medical Care .....	474.386	475.647	476.828	2.3	0.5	0.2
Medical care commodities.....	362.890	364.078	366.725	4.2	1.1	0.7
Medical care services.....	509.700	510.971	511.585	1.8	0.4	0.1
Professional services .....	353.075	353.935	350.724	0.7	-0.7	-0.9
Recreation(3).....	112.937	112.930	112.899	0.8	0.0	0.0
Education and communication(3).....	137.112	135.530	135.177	-2.4	-1.4	-0.3
Other goods and services .....	412.154	411.921	424.946	4.3	3.1	3.2
<b>Commodity and Service Group</b>						
All Items.....	252.252	252.949	253.806	2.9	0.6	0.3
Commodities .....	179.637	180.523	181.264	1.3	0.9	0.4
Commodities less food & beverages.....	142.872	143.789	144.503	1.4	1.1	0.5
Nondurables less food & beverages ....	181.496	183.433	185.192	4.1	2.0	1.0
Nondurables less food, beverages, and apparel .....	224.490	227.175	230.834	5.8	2.8	1.6
Durables .....	107.494	107.559	107.406	-2.1	-0.1	-0.1
Services.....	319.440	319.945	320.904	3.8	0.5	0.3
Rent of shelter(2).....	332.665	333.584	334.350	5.4	0.5	0.2
Transportation services .....	295.116	297.076	299.346	3.3	1.4	0.8

Note: See footnotes at end of table.

**Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods West (1982-84=100 unless otherwise noted) - Continued**

Item and Group	Indexes			Percent change from-		
	Feb. 2017	Mar. 2017	Apr. 2017	Apr. 2016	Feb. 2017	Mar. 2017
Other services .....	343.590	342.105	342.045	0.4	-0.4	0.0
<b>Special aggregate indexes:</b>						
All items less medical care .....	242.097	242.767	243.609	3.0	0.6	0.3
All items less food .....	252.238	252.923	253.811	3.2	0.6	0.4
All items less shelter.....	228.826	229.460	230.385	1.6	0.7	0.4
Commodities less food .....	146.960	147.856	148.599	1.5	1.1	0.5
Nondurables .....	217.527	218.913	220.211	2.5	1.2	0.6
Nondurables less food.....	186.725	188.555	190.316	3.9	1.9	0.9
Nondurables less food and apparel.....	226.907	229.334	232.804	5.4	2.6	1.5
Services less rent of shelter(2).....	338.443	338.458	339.783	1.8	0.4	0.4
Services less medical care services.....	306.169	306.623	307.602	4.0	0.5	0.3
Energy .....	230.081	234.283	237.732	8.0	3.3	1.5
All items less energy .....	255.978	256.418	257.087	2.6	0.4	0.3
All items less food and energy .....	257.189	257.574	258.247	2.8	0.4	0.3
Commodities less food and energy commodities .....	139.911	140.033	140.525	-0.4	0.4	0.4
Energy commodities.....	219.042	226.565	229.502	12.1	4.8	1.3
Services less energy services.....	324.947	325.493	326.258	3.8	0.4	0.2

Footnotes(1) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.

(2) Index is on a December 1982=100 base.

(3) Indexes on a December 1997=100 base.

(4) Special index based on a substantially smaller sample.

(5) Indexes on a December 1993=100 base.

Regions defined as the four Census regions. West includes Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming.

NOTE: Index applies to a month as a whole, not to any specific date. Data not seasonally adjusted.