

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

CITY OF ASHLAND PARKS AND RECREATION COMMISSION

Regular Meeting Agenda SEPTEMBER 23, 2013 @ 7:00 PM COUNCIL CHAMBERS ♦ 1175 E. MAIN STREET

CALL TO ORDER

APPROVAL OF MINUTES

Study Session—August 19, 2013

Regular Meeting—August 26, 2013

PUBLIC PARTICIPATION

- Open Forum

ADDITIONS or DELETIONS TO THE AGENDA

UNFINISHED BUSINESS

NEW BUSINESS

- Request for Filming in Lithia Park
- Irrigation Division Presentation
- Lithia Park Historic Restorations — Recognition Request

SUBCOMMITTEE and STAFF REPORTS

ITEMS FROM COMMISSIONERS

UPCOMING MEETING DATE(S) and PROPOSED AGENDA ITEMS

- Study Session—October 21, 2013
 - Parks Office, 340 S. Pioneer Street—7:00 PM
- Regular Meeting—October 28, 2013
 - Council Chambers, 1175 E. Main Street—7:00 PM
- Joint Meeting with Council—October 29, 2013
 - Council Chambers, 1175 E. Main Street—7:00 PM

ADJOURNMENT

City of Ashland
PARKS AND RECREATION COMMISSION
STUDY SESSION MINUTES
August 19, 2013

ATTENDANCE

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

Absent: City Council Liaison Voisin

CALL TO ORDER

Seffinger called the study session to order at 7:04 p.m. in the Parks office, 340 S. Pioneer Street.

JAPANESE GARDEN UPDATE

Robertson reviewed materials for construction of a proposed gateway in the Japanese-style garden in Lithia Park. At previous meetings, he said the commission discussed using steel versus wood for the structure or a combination of both steel and wood. Donor Ann Auble earlier suggested looking into reinforced concrete and landscape architect Ian Wessler thought it could work because of different finishes available. Dickens distributed a concrete sample and said the finishes had different textures and were quite nice. He reported requesting a site plan view from Wessler. He said a concrete gateway would change the original dimensions and associated project costs and any alterations would be completed and priced by the architect if the commission approved the use of concrete.

Discussion Among Commissioners

Landt: The first step was to ensure that price estimates for concrete were comparable to previous estimates for steel; expressed appreciation for the sustainability factor, as concrete requires less maintenance.

Seffinger: While traveling in Japan, observed similar concrete structures. Said a concrete gateway would fit with other Lithia Park amenities (Atkinson Bridge, Butler-Perozzi Fountain) as long as the gray color matched existing park structures.

Lewis: Suggested coating the concrete with a sealer for durability.

Landt: Asked staff to gather information about concrete designs and prices and then report back to the commission.

Robertson agreed to research prices and designs for a potential concrete gateway.

CALLE RESURFACING REPORT

Dials distributed a photograph of the Calle, circa spring/summer 1964, and explained its historical use as an alleyway until its purchase by the City in the late 1980s. She introduced the OBEC employees contracted to oversee the project: Jeff Bernardo, Project Manager; and Jamie Jordan, Design Engineer.

Dials provided a list of goals and rationales for the Calle resurfacing project. In present day, she said the Calle served many additional functions than in 1964: restaurants for seating; Lithia Artisan Market vendors for vending their wares; and members of the public to admire Ashland Creek.

Goals for the Calle resurfacing were outlined as follows:

- **Safety:** Improve the Calle surface by installing pavers, making it level and safe for all users.
- **Aesthetics:** Coordinate the design to complement existing aesthetics in the downtown area.
- **Curved Pathway:** Maintain an 8-foot curved walkway using colored pavers to aid with pedestrian traffic flow and delineate where Lithia Artisan Market vendors set up tables.
- **Utility Corridor:** Update utility work in the Calle corridor via coordinated efforts with the City of Ashland Water Department, Ashland Fiber Network (AFN), and Avista.

In terms of **finances**, Dials said Ashland Parks and Recreation allocated \$300,000 in the CIP from Food and Beverage Tax receipts, with an extra \$50,000 contributed by neighboring restaurants and the Lithia Artisans Market. For their utility work on the Calle, the City of Ashland Electric Department budgeted \$100,000 toward the project, the Water Department budgeted \$200,000, and AFN budgeted \$30,000.

CALLE RESURFACING REPORT, cont'd.

In addition to funding the project, Dials said an **archeological survey** was required by the State Historic Preservation Office (SHPO) prior to the start of construction. Jeff Lalande, local archeologist, was contracted to obtain SHPO permits and lead the survey. He led a similar survey for the recent Ashland Plaza renovation. The Calle survey would consist of minor excavations on small pieces of land, called "test pits," to determine if significant archeological discoveries were located beneath the Calle surface. Test pits would be conducted in the four-foot trenches dug for a utility corridor. SHPO required excavating an additional six inches below the trench.

In terms of **construction and timeline**, Bernardo explained that as part of the construction, the three- to four-foot utility trenches would go up to each of the buildings (for water and electrical) and would laterally connect to the utility corridor so if a business in the future wished to install fire suppression, for example, they would have access to a water lateral at the back of their building. Jordan remarked on the cooperation of all of the utility departments to complete the project within the proposed Parks timeline.

Lewis asked how the preferred surface material would meet the physical and environmental constraints and/or ordinances pertaining to floodway. Robertson said minimal surface decisions were needed, as the eight-foot curved walkway down the center would be made from removable pavers (for easy access) and held in place by concrete, the color of which would be a pre-determined "San Diego Buff" rather than gray.

Dials said she met with Calle property owners twice and another meeting would be scheduled in the future to inform the owners about the final project timeline. She said the boundary survey was completed in May of 2013 and Parks was working with the City Legal Department to obtain written permission from each property owner for the required work on their land.

Bernardo outlined the **project timeline** and said it would go out to bid on September 24, with construction beginning at the end of October. This would allow Lalande adequate time to complete his archeological survey. Lalande was said to be in the process of obtaining a SHPO permit for the archeological survey, with test pits beginning on approximately October 1. The proposed timeline for closing the Calle was late October, with an estimated project completion set for mid-March. Lewis asked how this would affect the restaurants, whose contract dates were scheduled to end on November 15. Dials said property owners were aware that the Calle would be closed early and construction could delay the usual opening date of April 1 for restaurants and market vendors. Bernardo said delays could also be caused by weather issues, especially rain, which could impede concrete work. Landt asked if the Calle could be covered to keep rain off. Bernardo said while not impossible, covering it would require headroom to accommodate equipment and that would add to project costs. Seffinger wondered if Internet service would be part of the construction plan, as wireless was added during the downtown Plaza reconstruction. Robertson said staff would ask AFN about that possible additional service.

Dials said she, Bernardo, and Jordan would present the Calle resurfacing **design plans** to the Historic Commission on September 4, 2013.

Bernardo shared an illustrated bird's-eye view of the design, distributing photos by "Leave Your Mark" to demonstrate the pavers chosen by staff. He said choices were limited because pavers had to be 3-1/8 inches thick to withstand heavy truck traffic of delivery vehicles on the Calle. By comparison, pavers used on the Plaza were only 2.5 inches thick. He said further strengthening of Calle surface materials would come from a cement-treated base and the use of a herringbone pattern. The design would consist of a charcoal "soldier" design border and a herringbone pattern in a color named "James Town Blend" (buff with lighter and darker shades of gray) over the eight-foot curved pathway.

CALLE RESURFACING REPORT, cont'd.

Discussion

Landt: The Calle is located in a visible part of the downtown; not excited about using two very different and clashing elements of color and pattern; questioned the design because a landscape architect was not involved in the process and guidance from a professional was needed; asked if buff pavers could be changed to gray so pavers matched.

Robertson: From a design perspective, the curved walkway speaks to the flowing of the creek and the colors are complementary rather than clashing.

Jordan: Previously worked on projects with landscape architects using similar colors to the ones proposed by Parks.

Seffinger: Proposed pink tones blend well with bricks in the buildings and gray tones blend with the Plaza; liked the idea of the pathway; found the pattern and colors attractive.

Lewis: Wanted to avoid the problem on the Plaza; namely, a monotone and sterile effect. The pathway with the herringbone pattern and different colors would prevent the Calle from being monotone; concerned that the herringbone was not exact and would require many cuts.

Shaw: Noted that a certain percentage of the community would not like the design regardless of what was chosen.

Gardiner: Expressed appreciation for the design; said he wanted to see a blow-up of the actual colors to ensure colors blended well with the buff concrete; saw advantages to making a pathway that stood out.

Seffinger asked if there was anything the commission wanted to see before staff moved forward with the project. Gardiner reiterated a desire to see a mock-up of the colors side by side as first requested by Landt. Jordan said Leave Your Mark could set up the pavers on the Calle adjacent to the San Diego buff as a demonstration of the design. In addition, they could generate a mock-up of the proposed layout, keeping in mind that a computer cannot generate exact color replications. The commission expressed interest in seeing the actual pavers laid out as well as the additional computer mock-up before making a decision. Landt said a landscape architect should still provide input on the project. Robertson said they could invite an architect to weigh in on the Calle samples. Lewis suggested also inviting the Historic Commission to view the materials in advance. Seffinger gave staff credit for a job well done and Shaw concurred. Seffinger suggested placing a sign at the Calle so the public could provide opinions during the design demonstration; Landt agreed.

In closing, Bernardo said the buff was a very dark, rich brown color, so seeing the pavers next to the existing buff concrete of the Calle, which had aged and lightened considerably, would provide the commission with a more accurate representation of the final result. He added that in terms of Landt's desire to make the pavers "match," a concern would be in matching it closely now and, in the future, having the concrete lighten due to the elements, resulting in a slightly off match that could look like a design error. Bernardo believed that incorporating some contrast in the pavers from the beginning might provide a better result over time.

Commissioners thanked Bernardo, Jordan and staff for their work.

Dials said she would set up a demonstration meeting on the Calle with Leave Your Mark and notify the commission about the date and time.

ICE RINK COVER DISCUSSION

Dials said staff had been working on finding a temporary ice rink cover and the bid process would close / bids opened on Thursday, August 29, at 3:00 p.m. in the Parks office. She said staff expected bids to come in higher than anticipated (\$122,000 budgeted in the Parks CIP for FY 14). She asked the commission to set parameters that would allow staff to move forward with the project if bids exceeded the budgeted amount. She suggested a possible special meeting on or around August 29, 2013, to provide an opportunity for the commission to review bids and discuss moving forward with the project at a possible higher-than-anticipated cost.

ICE RINK COVER DISCUSSION, cont'd.

Robertson said the \$122,000 budget was an estimate presented by staff 18 months earlier. Without knowing bid amounts, he approximated the cover would cost \$150,000. He added that the proposed cover would be an improvement upon an earlier cover because its span would include the spectator section and it would be higher, providing plenty of headroom for skaters and spectators.

The commission discussed what would constitute an unacceptable price, what other projects in Parks might be impacted by extra costs for a cover, and the community's need for the amenity. They decided, as Robertson suggested, that if bids exceeded \$122,000, they would hold a special meeting to discuss the costs. The meeting, contingent on bids exceeding \$122,000, would be held on Friday, August 30, 2013, at 8:00 a.m. in the Parks Office. Shaw and Dials said they would be absent. Staff said they would publicly "notice" the meeting.

ADJOURNMENT

By consensus, Seffinger adjourned the study session at 8:11 p.m.

ADJOURNMENT INTO EXECUTIVE SESSION

By consensus, Seffinger adjourned into executive session at 8:11 p.m.

EXECUTIVE SESSION: *Real Property Acquisition: ORS 192.660 (2)(e)*

ADJOURNMENT OUT OF EXECUTIVE SESSION

By consensus, Seffinger adjourned out of executive session at 8:27 p.m.

ADJOURNMENT INTO STUDY SESSION

By consensus, Seffinger adjourned into study session at 8:27 p.m.

Ashland Creek Park

Lewis asked for a timeline on the completion of Ashland Creek Park. Robertson said staff was waiting for the contract from the State of Oregon before moving forward and it could take several more weeks. He said they had two years to complete the park using grant funds received from the State of Oregon Parks Department.

Park Patrol

Shaw asked for an update on the effectiveness of Park Patrol this season. Dials said fewer complaints were received in the Parks office and Dickens heard from office staff that Park Patrol had been better this year than last.

Skate Park

Seffinger asked staff to publicize the positive study session held on July 15 regarding Skate Park issues. She said staff could highlight how the public's concerns were addressed that evening and beyond, with the installation of a bench and a drinking fountain. Robertson said staff would write and publish a public service announcement.

Rewarding Rovers

Shaw and Seffinger reported that the "Rewarding Rovers" campaign, in which responsible pet owners were rewarded with a \$5 coupon toward an Ashland Parks and Recreation class, was progressing favorably and positive feedback had been heard from the public.

Ashland Senior Center

Seffinger said she wanted to consider changing the name of the Ashland Senior Center to Ashland "Sage" Center (implying wisdom). She said she believed the name change would encourage people who didn't consider themselves as "seniors," but were actually fifty-five and up, to feel comfortable making use of the center's services. She reported speaking with the Senior Center Manager about the name change.

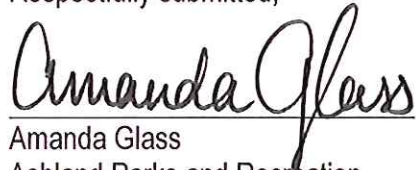
Dog Friendly Parks Update

Shaw and Seffinger requested an addition to the August 26 regular meeting agenda: the inclusion of Kestrel, Glenwood, and Bluebird parks as dog-friendly parks or park areas. Hearing two commissioners requesting the addition, Robertson agreed to include the item on the upcoming regular meeting agenda.

ADJOURNMENT

By consensus, Seffinger adjourned out of study session at 8:45 p.m.

Respectfully submitted,



Amanda Glass
Ashland Parks and Recreation



Susan Dyssegard
Ashland Parks and Recreation

City of Ashland
PARKS AND RECREATION COMMISSION
REGULAR MEETING
MINUTES
August 26, 2013

ATTENDANCE

Present: Commissioners Gardiner, Landt, Lewis Seffinger, Shaw; City Council Liaison Voisin; Director Robertson; Superintendent Dickens

Absent: Superintendent Dials

CALL TO ORDER

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

APPROVAL OF MINUTES

Study Session – June 17, 2013

During the commission discussion about using wood versus steel for a proposed Japanese Garden gateway in Lithia Park, Landt said he would have used the word "would" rather than "might" when speaking about additional maintenance requirements for a wooden gateway (versus steel). Staff subsequently checked the wording and revised the minutes based on Landt's feedback.

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

The vote was: All yes

Study Session – July 15, 2013

During the Skate Park discussion, staff notified the commission that the City required a City / Parks staff person to remain on-site following cement pours "to prevent vandalism." As the minutes did not reflect the vandalism prevention aspect, Landt asked for that amendment to the minutes.

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

The vote was: All yes

Regular Meeting – June 24, 2013

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

The vote was: All yes [Lewis abstained]

PUBLIC PARTICIPATION

Karl Pryor, 1221 Orchid Street, representing the Ashland Middle School cross-country team as its coach, said he was not able to speak with Recreation Superintendent Dials before the meeting. He said every year, since 1998, the AMS fall cross-country program had held home meets in Lithia Park. Until fall 2012, no fees were associated with the events; however, the program was charged a \$25 event fee in 2012. At the end of that fall season, he reported learning that the program additionally would be charged \$1 per runner for each home meet. He said the first home meet of the season was scheduled for September 12, which he'd learned earlier that day. He asked the commission to consider not charging the middle school athletes (approximately 100) the dollar-per-runner fee, as it could possibly prevent the team from using Lithia Park. He asked about offsetting the costs through a service learning project.

Commissioners discussed adding the topic to the evening's agenda for further discussion.

ADDITIONS OR DELETIONS TO THE AGENDA

MOTION Lewis moved to add "Cross-Country Fees Discussion" under "New Business." Shaw seconded the motion.

The vote was: All yes

Landt said the formation of a land acquisition subcommittee was requested for inclusion on the August 19 study session agenda but it was not included. He requested adding it to the evening's agenda.

MOTION Landt moved to add "Formation of a Land Acquisition Subcommittee" under "New Business." Lewis seconded the motion.

The vote was: All yes

UNFINISHED BUSINESS

CALLE GUANAJUATO RESURFACING PROJECT

Robertson said the Calle Guanajuato resurfacing project was presented to the commission at their August 19 study session. A question was raised about how the proposed pavers would look in relation to the overall appearance of the Calle. Staff notified artisans, restaurants, and the commission about an on-site review of the pavers along with a project overview. He reported hearing positive feedback from everyone who visited the site. In terms of the border around the pavers, he said the commission received information about the "soldier" versus "sailor" patterns. The border would be placed between the utility portion of the walkway and the concrete that framed the pavers. Soldier was reported as a perpendicular arrangement, while the "sailor" alignment ran parallel, with the border fashioned end-to-end. He said the total paver section would be eight feet in width, allowing for emergency access on the Calle. He asked the commission for their preference on "soldier" versus "sailor" paver alignment.

In terms of overall project details, Robertson said the Calle had been in a state of flux over a number of years and had undergone multiple utility cuts causing "toe stubbers." The commission first heard about a possible resurfacing project several years prior and funding was received last year. The project would commence in fall of 2013 and conclude at the end of April 2014. Staff had been working with artisans, restaurateurs, and property owners on project details. Utilities would be reinstalled during the course of the project, with a utility chase included down the center to prevent future concrete cuts. The project would reduce or eliminate safety concerns and staff time. The paver pattern would be a modified herringbone with a "Jamestown blend" that would mesh well with the proposed "San Diego Buff" color. Robertson said while it was a commission decision, staff recommended using the "soldier" paver orientation, as the pathway meandered and it would make for an easier installation of pavers in both the narrow and wider sections.

After some discussion, commissioners agreed on the "soldier" orientation. Several other comments were heard about paver maintenance and the need for increased oil traps on the Calle to prevent oil bubbles going down the creek. Robertson said the storm drains would be reconstructed during the project, with roof drains "undergrounded" so the rain didn't "sheet" down the Calle. Additionally, catch basins and grease traps would be redone. Robertson said an article about the project would appear in a local paper in the near future.

NEW BUSINESS

CROSS-COUNTRY FEES DISCUSSION

Seffinger asked if the commission wished to allow the Ashland Middle School cross-country team to hold their September 12 meet in Lithia Park without charging them the dollar-per-runner fee.

MOTION Shaw moved to allow the Ashland Middle School cross-country team to hold their September 12 meet in Lithia Park, charging only the \$25 event fee and not the dollar-per-runner fee.

The motion died for lack of a second.

Discussion Among Commissioners

Landt said he wouldn't vote for the motion because it would set a precedent about not charging fees to user groups. He said the fee was not onerous as schools were well-funded within the community. He suggested reviewing the fee during the annual fees and charges review, normally scheduled for the fall timeframe, when everyone was in the same room at the same time. He said that was the time when fees for all programs and services were reviewed and amended (or not) for all user groups. He said it would also be useful to have the Recreation Superintendent in the room during the discussion.

Shaw said this was a one-time request and would not necessarily change the policy.

Lewis said communication about the policy change might have been inadequate. He suggested finding a creative way to resolve the situation, including allowing for volunteer hours in lieu of cash, with the policy reviewed again in the future. He said the middle school cross-country event was important to the community and the children.

NEW BUSINESS

CROSS-COUNTRY FEES DISCUSSION, cont'd.

Robertson said the dollar-per-runner fee was added to the policy last year in an attempt to share costs with user groups, as every event held in the park cost the department in terms of restroom maintenance, trash pickup, and other duties. He said staff communicated the policy change to all user groups in fall 2012.

Pryor agreed that the timing of the request was not ideal and said service learning in exchange for fees was a good idea.

DOG FRIENDLY PARKS STATUS UPDATE: KESTREL, GLENWOOD AND BLUEBIRD PARKS

Seffinger said the item was on the table because the Chamber of Commerce and others within the community were working on a map of trails, parks and open spaces. She said it was a big project and the commission wanted to accurately reflect dog-friendly areas on the map. The review committee recommended including Bluebird and Glenwood parks along with the Kestrel property in terms of dog-friendliness. Shaw said adding Bluebird would allow for one dog-friendly area in the downtown section of the City. He said a dog waste bag dispenser could be added if the commission approved that park for dogs.

Dickens said Bluebird was included as a dog-friendly area but then rescinded due to its close proximity to Ashland Creek. He shared photos of Bluebird, Glenwood and the Kestrel property along with a sign indicating park rules.

MOTION Landt moved to approve the inclusion of Glenwood and Kestrel as dog-friendly parks. Gardiner seconded the motion.

Discussion of Motion

Lewis asked if the Dogs Subcommittee ever discussed liberalizing Lithia Park for dogs. Seffinger said it was discussed in terms of creating a sidewalk where dogs would be allowed to walk safely on leash with pedestrians along the roadway; however, the community wasn't ready for that change at this time. Landt said Glenwood was a concern but the meeting topic had been noticed and no one came out to speak of any concerns. He said the park lent itself to dogs and he hoped the motion would pass and the park added to the list of dog-friendly areas.

The vote was: All yes

Further Discussion Among Commissioners

Shaw asked why Bluebird Park was first included as a dog-friendly area, then rescinded. He said the riparian area adjacent to the park was small and the area of Lithia Park along Winburn, which allowed for pedestrians to walk with their dogs on leash on the public sidewalk, was just as close to the creek as the Bluebird Park sidewalk. He said the installation of the dog waste bag dispenser on Winburn Way improved cleanliness. He said in terms of riparian sections, additional dog walking paths along the south side of Lithia Park and the TID trail on the north side of the park were allowed for dogs and dog waste dispensers were provided, which reduced dog fecal contamination in those sections. He said including Bluebird as a dog-friendly park would send a message that dogs were permitted on downtown sidewalks and people could use Woof Waste bags to pick up after their dogs. He said Bluebird would be a place for people to sit in quiet contemplation with their dogs.

MOTION Shaw moved to include Bluebird Park as a dog-friendly park. Lewis seconded the motion.

Discussion of Motion

Landt said dog droppings along the TID sections ended up in Ashland Creek and each summer the water quality deteriorated and creek access was shut down. As for Winburn Way, he said the close proximity of the sidewalk to the creek indicated 19th century planning and was seldom done in modern times. He said the commission was trying to protect the creek and he would vote no on the motion.

Lewis said Glenwood and Clay Street parks were also adjacent to creeks so why set Bluebird apart? Landt said at Bluebird there was very little space and a dog and its owner would be next to the creek. Lewis said Ashland, planned 150 years earlier, was built in a riparian area. Seffinger said the TID area was cleaner due to the doggie bags and installing more doggie bag stations would help even more. Lewis said the commission was getting in line with the times and its rules and ordinances needed to be adjusted accordingly.

NEW BUSINESS

DOG FRIENDLY PARKS STATUS UPDATE: KESTREL, GLENWOOD AND BLUEBIRD PARKS, cont'd.

Vote:

Lewis, Seffinger, Shaw – Yes

Gardiner, Landt - no

REQUEST FOR A SUBCOMMITTEE ON LAND ACQUISITIONS

Landt said the commission had a goal of locating land for dog parks, neighborhood parks, and trail corridors and connections. Lewis said, years ago, when Landt led the Open Space Plan revision project along with JoAnne Eggers, there was discussion about defining and quantifying needs for park land. He said the needs were defined and land parcels identified to fit those needs. He suggested bringing back the 2001 or 2002 documents and forms and reviewing them, as a good deal of work had been done. Landt suggested reviewing items already on the plans for parks and trails, then reporting back to the commission.

Several commissioners volunteered to serve on the subcommittee and Robertson reminded them that the chair appointed subcommittee members.

Seffinger appointed Landt and Gardiner to serve on the Land Acquisitions Subcommittee.

SUBCOMMITTEE and STAFF REPORTS

Ad Hoc Committee Update

Seffinger reported on the progress of the Ad Hoc Committee. She said management duties were delineated for the City Administrator versus Parks Director and budget and funding issues were identified, especially in terms of property taxes. She reported that a joint meeting had been scheduled in late October with council and the commission, at which time more items would be reviewed. She said the chair would be invited to attend "sweaty little room" (budget planning meetings) during the budget process with the mayor, Budget Officer, Finance representatives, and the Parks Director.

Landt said the committee was formed in order to find a stable, dependable revenue source for Parks. At the present time, future Parks budgets were at the mercy of the Budget Committee and the Budget Officer. He expressed hope for a creative solution but said, so far, no solution had been identified. He asked staff to distribute all minutes for Ad Hoc Committee meetings to the commission, with all future minutes sent to the commission on a regular basis.

Voisin said by the time the "sweaty little room" meetings occurred, all budget assumptions had already been decided and approved by council. She asked what influence the Parks Commission chair could have in the meetings. Robertson said the chair's attendance would allow for more direct input and for a better pleading of the Parks Commission's case than could be done by the Parks Director. Shaw said it would be an opportunity for better understanding of the City budget process, since Parks Commission members were not allowed to serve on the Budget Committee.

Enders Shelter Report

Dickens said Ender Shelter renovations were close to completion, the safety fence would be coming down soon, landscape thinning would provide better visibility, and the project was considered a success.

Dickens said staff was also landscape thinning at the Butler-Perozzi Fountain and implementing improvements at the Skate Park.

ITEMS FROM COMMISSIONERS

Shaw thanked staff for installing Woof Waste dispensers and bags along the ditch trail near Westwood.

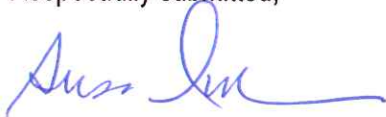
UPCOMING MEETING DATES & PROPOSED AGENDA ITEMS

- Study session—cancelled in September due to scheduling conflicts
- Regular meeting set for September 23 at 7:00 p.m., Council Chambers, 1175 E. Main Street
- Joint meeting with council set for October 29 at 7:00 p.m., Council Chambers, 1175 E. Main Street

ADJOURNMENT

By consensus, with no further business, Seffinger adjourned the meeting at 8:29 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Susan Dyssegard", with a long horizontal flourish extending to the right.

Susan Dyssegard
Ashland Parks and Recreation

ASHLAND PARKS AND RECREATION COMMISSION

340 SO. PIONEER STREET

• ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Rick Landt
Jim Lewis
Stefani Selfinger
Vanston Shaw



Don Robertson
Director

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

MEMORANDUM

TO : Ashland Parks and Recreation Commission

FROM : Rachel Dials, Recreation Superintendent *RD*

DATE : September 19, 2013

SUBJECT : Request for Filming in Lithia Park

Action Requested

Provide staff direction

Background

Staff met with Anne Lundgren, Assistant Location Manager for the movie "Wild," on Thursday September 19. Anytime a film is proposed for an area in an Ashland park, the request must be reviewed and approved by the Parks Commission. The official letter of request is attached.

Anne is working closely with the City of Ashland to meet all requirements, including ensuring proper notification to neighbors and providing traffic control plans, security plans, and insurance certifications.

In the past, film requests approved by the Parks Commission included:

1. Advance knowledge about proposed dates to ensure acceptable weather conditions and any changes to production schedules;
2. Payment by the production company of all rental fees, special event fees, and street closure fees.

In addition, at the conclusion of the last movie filmed in an Ashland park, "Calvin Marshall," the production company was required to donate \$500 to the Ashland Parks Foundation.

Anne Lundgren will be on hand to present her request and answer any questions from the commission.



September 19, 2013

Dear Parks Commissioners,

In October, the independent feature film "Wild," based on the book of the same name by Cheryl Strayed, will be filming in downtown Ashland for 1-2 days.

The primary production company is Cleland Productions of Clackamas, Oregon, and the majority of filming will be done in the Portland and Bend areas. The Ashland filming is being managed by local producer Anne Lundgren of Joma Films.

Filming in Ashland will take place in and around the Plaza all day on 1 or 2 of the following days (to be confirmed by production within the next week):

- Monday/Tuesday, October 7 - 8
- Monday/Tuesday/Wednesday, October 21 - 23

The production requests permission for the following:

1. Use of the park entrance lawn in the plaza scenes. Most likely the park will only appear in the background of the scene, with extras placed around the lawn. There is a possibility the camera will be in the lawn area, but currently the plan is to set up equipment on the plaza triangle.
2. Intermittent pedestrian control in and out of the park entrance during the times when cameras are rolling
3. Parking by the Bandshell for cast trailers, catering, and crew, along with closure of Winburn Way from Nutley to Granite.

The production is working closely with the City and has requested the following from them:

1. Street closure of Winburn Way, Water Street and the plaza streets (N Main) as well as intermittent traffic control on E. Main Street.
2. Parking spaces along Winburn Way from the plaza to Nutley (with the consideration that spaces would be preserved for staff and Parks & Recreation construction).

Thank you for your consideration.

Sincerely,

Anne Lundgren
Assistant Location Manager for "WILD"
(310) 463-8619

Cleland Productions, Inc. 14911 S.E. 82nd Drive Clackamas, Oregon 97015

ASHLAND PARKS AND RECREATION COMMISSION

340 SO. PIONEER STREET

• ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner
Rick Landt
Jim Lewis
Stefani Seffinger
Vanstou Shaw




Don Robertson
Director

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

MEMORANDUM

TO : Ashland Parks and Recreation Commission

FROM : Bruce Dickens, Parks Superintendent 

DATE : September 19, 2013

SUBJECT : Irrigation Division Presentation

Bill Miller, our Irrigation Park Tech III, will be presenting a general but comprehensive outline of the irrigation systems we maintain throughout the City, including for Parks and City landscapes. Bill will cover general pump stations, our Central Irrigation System, weather stations, water conservation, and the overall operations of the Irrigation Division.

Background

Bill has been with the Irrigation Division for 15 years and was involved with the installation of many of our systems and upgrades throughout the years.

Irrigation crews maintain over 70 irrigation mainlines throughout the system for Parks and City landscapes. They deal with issues that include antiquated galvanized pipe and the upgrade of a computerized irrigation system.

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MEMORANDUM

TO : Ashland Parks and Recreation Commission

FROM : Bruce Dickens, Parks Superintendent 

DATE : September 19, 2013

SUBJECT : Lithia Park Historic Restorations – Recognition Request

Action Requested

1. Staff is requesting the consideration of a small monument or plaque to capture the restoration of the newly preserved historic features in Lithia Park. If a decision is made to move forward with this, a meeting of the Signs, Plaques and Memorials Subcommittee would be scheduled to determine relevant information on which to focus.
2. Staff is also requesting the consideration of a ribbon-cutting or recognition ceremony at the Enders Shelter to acknowledge the restoration of that 100-year-old structure in Lithia Park.

Background

Three features in Lithia Park have been restored, are scheduled for restoration, or have been considered for restoration in the future. The Enders Shelter restoration was completed on September 12, 2013. The Butler-Atkinson Bridge is scheduled for completion on October 13, and the Butler-Perozzi Fountain restoration has not been scheduled at this time. A small plaque at the site marks the 1987 restoration of that iconic fountain.