

**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 BUSINESS MEETING

### ASHLAND PARKS & RECREATION COMMISSION

July 22, 2019

Council Chambers, 1175 E. Main Street

7:00 p.m.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
  1. APCR Regular Meeting – June 24, 2019
- III. PUBLIC FORUM
- IV. ADDITIONS OR DELETIONS TO THE AGENDA
- V. UNFINISHED BUSINESS
- VI. NEW BUSINESS
  1. Consent Agenda (Action)
    - a. Acknowledgement of Subcommittee Minutes
      - i. Pool Ad Hoc Committee – June 5, 2019
      - ii. Ashland Senior Advisory Committee – June 10, 2019
    - b. Ashland Senior Services Advisory Committee Expansion Member Expansion
  2. Recreation Fee Adjustment (Action)
- VII. ITEMS FROM COMMISSIONERS/STAFF
- VIII. UPCOMING MEETING DATES
  1. Pool Ad-Hoc Committee – August 7, 2019
    - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
  2. Ashland Senior Advisory Committee – August 12, 2019
    - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
  3. Current Parks, Conservation, and Maintenance Subcommittee—August 12, 2019 (Date subject to change)
    - Lithia Cabin, 340 S Pioneer St.—2:00 p.m.
  4. APCR Study Session—August 19, 2019
    - The Grove, 1195 E. Main St., Ashland—5:30 p.m.
  5. APCR Regular Meeting—August 26, 2019
    - Council Chambers, 1175 E. Main St., Ashland—7:00 p.m.
- IX. ADJOURNMENT

**MINUTES FOR REULAR BUSINESS MEETING  
ASHLAND PARKS & RECREATION COMMISSION  
June 24, 2019  
Council Chambers, 1175 E. Main Street**

**Present:** Commissioners Gardiner (Chair), Bell, Heller, Lewis; Director Black; Recreation Superintendent Dials; Senior Services Superintendent Glatt; Parks Superintendent Oxendine, Assistant Sullivan

**Absent:** Commissioner Landt (Co-Chair); City Council Liaison Mayor Stromberg

**CALL TO ORDER**

Gardiner called the meeting to order at 7:00p.m.

**APPROVAL OR ACKNOWLEDGEMENT OF MINUTES**

APRC Study Session, May 13, 2019

**Motion:** Heller moved to approve the Minutes from May 13, 2019 as presented. Bell Seconded.

The vote was all yes.

APRC Regular Meeting, May 20, 2019

**Motion:** Lewis moved to approve the Minutes from May 20, 2019 as presented. Heller Seconded.

The vote was all yes.

Minutes Acknowledged:

Ashland Senior Advisory Committee

May 6, 2019

Pool Ad-Hoc

May 1, 2019

Current Parks, Conservation & Maintenance

April 15, 2019

Bee City USA

March 13, 2019

**PUBLIC PARTICIPATION**

**a) Open Forum**

**Albert Pepe of Ashland** announced the Bee City USA pollinator garden tour. Pepe also spoke about utilizing the 0 E. Main property as a food share garden site. Food share gardens are sponsored by Access. Access has food share gardens at various sites throughout the Rogue Valley and is looking for another location. Pepe concluded with a statement about the Ashland Bee City USA subcommittee, of which he serves as a member, which works to promote pollinator gardens throughout the city. The Subcommittee would like to explore the creation of a pollinator park on the 0 E. Main property.

**Louise Shawkat of Ashland** stated that APRC spends a significant amount of money for a brochure advertising the Geology Park located at the Briscoe Site. Shawkat asked why the Chamber of Commerce and APRC does not better publicize this park and the brochure. Shawkat urged APRC to undertake additional marketing efforts to highlight this park which has educational opportunities for visitors. Shawkat also inquired if APRC has consulted with Stu Green regarding climate change. Shawkat also asked what changes have been made to reduce the greenhouse foot print of APRC.

**ADDITIONS OR DELETIONS TO THE AGENDA**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**a) Art in the Park Request (Action)**

Black reviewed the staff report including in the meeting packet and gave a PowerPoint presentation (See Attachment I). Black concluded with a recommendation of approval with conditions as outlined in the staff report. Terry Doyle, the sponsor of the art piece, was invited to answer the questions of the Commissioners.

Discussion on the item included the following points:

- It was clarified that lights will not be installed in the lantern, however it would be possible to insert a small candle
- The bronze sculpture will naturally acquire a patina
- Oxendine reported that APRC staff Miller and Goddard reviewed the location after the site visit and determined the proposed location could create maintenance issues with a nearby tree and would be too close to a main irrigation line, which is why staff recommends the alternative location
- The slope on both sides of the walkway are similar. The installation will not cause any issues with mowing or general maintenance of the surrounding area
- The art piece will not include a plaque. There will be traditional Japanese characters on the art piece
- Mr. Doyle stated he may come back to APRC to consider putting a commemorative plaque about the Tule Lake internment camp where his wife was born
- Mr. Doyle stated the piece will be heavily secured to the concrete pad as a preventative measure from vandalism
- Bronze statues require minimal maintenance, if any, as seen with other bronze statues installed in Ashland

**Motion:** Bell moved to approve the proposal for art in the park with the conditions listed by staff. Heller Seconded.

The vote was all yes.

#### **b) Daniel Meyer Memorial Pool Update (Information)**

Director Black reviewed the staff report included in the meeting packet. Black announced 2,000 households in Ashland received an Aquatics Needs Assessment and approximately 200 responses were received. The responses can be found on the APRC website. Black also reported that the site planning subcommittee is reviewing possible locations for a new pool

Black stated one of the main reasons to provide this update is to discuss the current condition of the pool. Discussion regarding the current condition of the pool included the following points:

- Dials reported on structural issues with the pool that include soft spots along the bottom of the pool, tiles that are loose or have fallen off as well as the general state of the surface which has integrity issues
- Black reiterated that one of The APRC goals is to keep the current pool operational and open for use. Both staff and users have concerns that the pool can remain open in its current deteriorating state
- Staff is reviewing options to ensure the current pool remains operational
- Dials does not think it is feasible to continue to patch the surface of the pool to ensure long term use of the pool. Draining the pool for repairs at any time during the year could have impacts on users who contract with APRC to use the pool during the off season
- Black emphasized that the pool has been drained and patched multiple times in the past. These patches are now visible weak spots
- Lewis stated that the pool was completely resurfaced approximately 15 years ago and suggested the Pool Ad-Hoc Committee discuss resurfacing as a contingency plan
- Oxendine reiterated that the patchwork or repairs made are not holding. Approximately 30 tiles have fallen off and 4 holes in the pools have been repaired. The full extent of the damage cannot be fully known without draining and exploring the areas that are currently damaged. If the pool is drained, a more complete repair option should be explored to take full advantage of displacing users
- Black and staff are working to identify the least disruptive time to close the pool to make repairs if necessary

Additional discussion included the following points:

- Recommendations from the Pool Ad-Hoc Committee will come to APRC sometime this summer. The Ad-Hoc Committee has not come to the point of suggesting a bond to finance construction of a new pool
- Bell inquired if SOU or 0 E. Main could be a suitable location for the pool. Black stated that as a group all APRC properties were reviewed and 0 E. Main was not identified as a potential location because the Commission has directed that property to be used for other purposes. Sites that continue to be discussed as locations for a new pool include Hunter Park, Ashland School District properties as well as a site owned by SOU that currently contains buildings that may be removed.
- In a response to a question from Bell regarding using bonds as a funding source, Black stated that the funding source will depend on the scope of the project and it will also be necessary to evaluate cost recovery for new pool construction

- Hunter Park is at the top of the list for potential sites because of the existing infrastructure including parking and existing buildings. If Hunter Park was selected as a site for the construction of a new pool, it would likely be constructed within the footprint of the existing pool. Other structures within Hunter Park would not be impacted such as the restrooms, the bathhouse or Senior Center
- Black wants to make sure we do not lose the current asset while looking forward to the possibility of a new facility

#### ITEMS FROM COMMISSIONERS/STAFF

Glatt invited Commissioners to the following events being held at the Senior Center

- Annual Ice Cream Social on July 17. Village at Valley View is sponsoring the event allowing the invitation to be sent out to a wider community
- Ashland Police and Assante Ashland Hospital are co-sponsoring a cook-out at the Senior Center. Surrounding neighbors will be invited
- A Disaster Preparedness event will be held on June 26<sup>th</sup> for people who are vulnerable or have special needs. The disaster registry, maintained by RVCOG, will be promoted at the event. The registry provides registrant information to first responders

Glatt also announced the Ashland Home Safety program (Smoke Busters). This program assesses private residences and provides assistance to seal doors and windows and provides air filters to create safe spaces during smoke events. Smoke Busters will be working with the Senior Center to create a public safe space. Glatt stated that this program and the events being held at the Senior Center have been made possible by reaching out to community groups and creating partnerships

Dials announced various activities APRC undertakes to support for 4<sup>th</sup> of July events

- The 4<sup>th</sup> of July Race has been going for 40 years. The Recreation Division oversees permitting and registration of the race
- The Parks Division supports the parade and activities in Lithia Park leading up to, during and the day after the 4<sup>th</sup> of July. The Parks Division also works to provide the following:
  - Hunter and Garfield Parks are kept open later than usual
  - The splash pad is up and running on the 4<sup>th</sup> and outer parks are maintained for increased use
  - APRC staff sit on the Ashland Chamber planning committee
  - Bleachers from SOU are transported to the parade route downtown
  - The Chamber utilizes APRC maintenance carts
  - Barricades and cones are placed on city streets and the banner across Main St is put up

Black placed a letter of support of the Japanese Lantern Project from Jeffrey Mangin into the record (See Attachment II)

#### UPCOMING MEETING DATES

- b) Pool Ad-Hoc Committee – July 10, 2019 (a correction was made to the date. It was previously listed as July 3)
  - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
- c) Ashland Senior Advisory Committee – July 8, 2019
  - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
- d) APRC Study Session—July 15, 2019
  - The Grove, 1195 E. Main St., Ashland—5:30 p.m.
- e) APRC Regular Meeting—July 22, 2019
  - Council Chambers, 1175 E. Main St., Ashland—7:00 p.m.
- f) Current Parks, Conservation, and Maintenance Subcommittee—Aug 12, 2019
  - Lithia Cabin, 340 S Pioneer St.—2:00 p.m.

#### ADJOURNMENT

The Meeting was adjourned at 8:08pm

Respectfully submitted by  
Sean Sullivan  
Office Assistant II

Attachment I

# ASHLAND PARKS and RECREATION COMMISSION

## Japanese Lantern Request

June 24, 2019

Michael A. Black, AICP



# Request

- Terry Doyle has requested permission to place a piece of art in Lithia Park as a memorial to his late wife.
- The proposed art is a Japanese style lantern



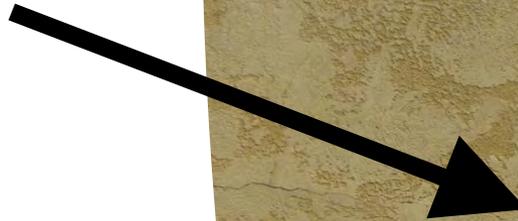


Pedestal Bronze Lanterns from Nara, Kyoto and Kamura

source: <http://lomov.blogspot.com>

# Proposed Lantern

- Selected art is a traditional Japanese style lantern
- Material will be bronze with a cement base, about 2.5 feet wide.
- The lantern will be firmly anchored to the base and grillwork will cover the 3 openings.
- Base is 10 sided, the firebox is 6 sided.





Artist – Wataru Sugiyama

# Location



# Conditions of Approval

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*That the location will be determined after consultation with the applicant, artist and staff but will be limited to one of the two proposed location on the map;*

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*The final design of the art will be consistent with the design presented in this staff report;*

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*The sponsor of the art will work with APRC staff to determine the ongoing needs for maintenance of the art, based on the materials used, including the base and determine a reasonable endowment for maintenance from the sponsor;*

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*The art will not contain any writing on plaques or the surface other than what has been presented by the Sponsor as traditional Japanese inscriptions;*

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*The art shall be placed at least 72 inches off of the walkway for mower clearance and the base be flush to grade of the lawn surface;*

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*Installation will be completed prior to July 1, 2021; and,*

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*Upon installation, the art will become the property of the Ashland Parks and Recreation Commission.*

**Jeffrey Mangin**

P.O. Box 749 • Ashland, OR 97520  
Phone: 541-482-2975 • E-Mail: [tjmangin@hotmail.com](mailto:tjmangin@hotmail.com)

Attachment II

June 24, 2019

Parks and recreation commissioners

Dear Commissioners:

I am writing this letter in support of Terry Doyle's Japanese lantern proposal in memory of his wife. I've seen the design and proposed location and feel it will be an excellent addition to Lithia Park.

Sincerely,



Jeffrey Mangin  
Director Ashland Parks Foundation

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Julian Bell



Michael A. Black, AICP  
Director

541.488.5340  
AshlandParksandRec.org  
parksinfo@ashland.or.us

## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Michael Black, Director

**DATE:** July 16, 2019

**SUBJECT:** Approval of Consent Agenda

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### Background

At the June 15, 2019 Study Session, staff presented the potential use of a Consent Agenda at Regular Meetings to approve routine items. The Commission directed staff to begin using a Consent Agenda on a one-year trial basis. Since the Consent Agenda will be used for the first time at the June 22, 2019 Commission meeting, staff will introduce the item and answer questions about the process and what has been included on the Consent Agenda.

Moving forward the Consent Agenda will be placed on the Regular Meeting Agenda after the Public Forum item.

### General Consent Agenda Procedure

- The Chair will introduce the item and ask if any Commissioners have any clarifying questions or would like to remove an item from the Consent Agenda for discussion.
- Individual Commissioners may ask clarifying questions and/or request that an item is removed from the Consent Agenda. It takes only one Commissioner to make a request to remove an item from the Consent Agenda. Clarifying questions may be asked without removing the item from the Consent Agenda.
- If clarifying questions are asked and answered by staff, but no items are removed from the Consent Agenda, the Chair will entertain a motion to approve the Consent Agenda as presented.
- If an item is removed from the Consent Agenda, the remaining items of the Consent Agenda can be voted upon once the Chair announces those remaining items.

- The item removed from the Consent Agenda can be addressed in the Old or New Business sections of the agenda dependent upon the nature of the agenda item.

**Possible Motion**

I move to approve the Consent Agenda on a one-year trial basis

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

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AshlandParksandRec.org  
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## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Michael Black, Director

**DATE:** July 16, 2019

**SUBJECT:** Consent: Subcommittee Minutes Acknowledgement

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### Background

The following minutes are being submitted for acknowledgement by the Commission.

- Pool Ad-Hoc Subcommittee, June 5, 2019
- Ashland Senior Advisory Committee, June 10, 2019

### Possible Motion

I move to acknowledge the subcommittee minutes submitted for approval

City of Ashland  
PARKS AND RECREATION COMMISSION  
Pool ad-Hoc Subcommittee Meeting Minutes  
June 5, 2019

**ATTENDEES**

**Present:** Ad-Hoc Committee Matt Miller (Chair), Rebecca Kay, Risa Buck, Jocelyn Sanford, Marc Heller, Commissioners Gardiner and Landt; School District Liaison Todd Lantry; Senior Services Superintendent Glatt; Director Black; Gary Simms: Recreation Manager Flora, Recreation Superintendent Dials.

**Absent:** Parks Superintendent Oxendine; Senior Services Liaison Jackie Bachman

**I. CALL TO ORDER**

Matt Miller called the meeting to order at 3:35p.m. at the Ashland Senior Center, 1699 Homes Ave.

**II. APPROVAL OF MINUTES**

**Motion:** motion for approval of the minutes.

*Matt Miller moved / Rise Buck seconded approval of the minutes.*

**Vote: All Yes**

**III. PUBLIC PARTICIPATION AND GUEST SPEAKERS**

No speakers and no guests

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

None

**V. UNFINISHED BUSINESS**

**a. Needs Assessment / Outreach Subcommittee Report**

**i. Final Report (Flora)**

Lonny presented all the feedback from listening sessions, needs assessment and comments/input received on the website and emails. All information will be posted to APRC website once all personal information and names are removed. Lonny reported he tried to keep it as brief and factual as possible. Commissioner Landt commented on the results and the final results need to include what method was used to show the overall outcome.

**ii. Outreach agenda**

The outreach committee reported that they would like to schedule an open house at the pool. Ad-hoc members would be there to talk with the community, answer questions and give tours. The committee also suggested a handout with the current status of the pool to give to customers. Lonny added that he has briefed pool staff on how to handle questions that might occur. Miller suggested writing a letter to the Editor for the newspaper with an update and brief for the public to see. Dials suggested brainstorming ideas to draw in more community members to show up outside of the crowd we already see. The outreach committee will set another meeting soon.

**b. Site Planning and Design Subcommittee Report (Black)**

Director black reported the site subcommittee has been meeting and located several different sites. The site committee went through the list of APRC properties and have been able to rule out the ones that won't work, 5 sites have potential. Black has asked ad-hoc to take a look at the 5 sites and if anyone has options to please let him know. Briscoe School, Lincoln Elementary property, Middle school property (upper fields), Lincoln Field. Willow wind was also a possible option, but was not in the site committee's top 5. Black discussed talking with the school district as one of the next steps. Black reported on the current Hunter Park pool and building and the modifications that would need to happen. Parking is still an issue, but the team has been looking at all possibilities. Black has made contact with SOU, YMCA and school district for upcoming meetings.

**VI. NEW BUSINESS**

**VII. UPCOMING MEETING DATE**

The next meeting date was set for July 10, 2019, 3:30 p.m., Senior Center, 1699 Homes Ave.

**VIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:59 p.m.

Respectfully submitted,

Haley Fasnacht, Recreation Assistant  
Ashland Parks and Recreation Commission

City of Ashland  
PARKS AND RECREATION COMMISSION (APRC)  
ASHLAND SENIOR ADVISORY COMMITTEE (ASAC)  
Meeting Minutes  
June 10, 2019

**Committee Members Present:**

- Anne Bellegia
- Rob Casserly
- Mike Gardiner
- Mike Hersh
- Mary Russell-Miller
- Stef Seffinger
- Sandy Theis, Chair

**Staff Members Present:**

- Michael Black
- Isleen Glatt
- Natalie Mettler

**Committee Members Absent:**

- Rob Casserly – planned absence

**CALL TO ORDER:**

This is called the meeting to order at 3:31pm at Ashland Senior Center, 1699 Homes Ave in Ashland.

**APPROVAL OF MINUTES:**

Hersh/Gardiner m/s to approve the minutes of May 6, 2019. Voice vote – ALL AYES, except Russell-Miller, who abstained. Motion passed.

**ADDITIONS OR DELETIONS TO AGENDA:**

Seffinger had a message from Ashland at Home. Put under Items from ASAC Members. Bellegia requested an update on hiring. Put under Superintendent's Report.

**PUBLIC INPUT:**

None.

**AARP AGE-FRIENDLY COMMUNITIES – DISCUSSION & NEXT STEPS:**

Hersh noted that Ashland's physical landscape is rather diverse compared to most small towns, so the focus should be on age-friendly *communities* within Ashland rather than the whole town. Bellegia responded that AARP's Age-Friendly Community Program only requires that a city make improvements in its eight domains of livability, not that it absolutely meets all criteria in all locations. This directed ASAC to consider first whether they would support Ashland becoming age-friendly both in principle and in practice, before considering the mechanisms by which to attain this goal. She passed on a message from Casserly, who is in favor of the age-friendly goal only if ASAC members commit to work on it, so that the work does not fall on staff, who have other obligations.

Bellegia framed the “Age-Friendly Community” as analogous to “Bee City” status, which is largely an aspirational model; ASAC members would do education and advocacy, rather than implementation. Seffinger added that moving towards becoming age-friendly requires many different parts of the City working together, to address such issues as access to health care, public buildings, street design, etc.

Seffinger explained that the Mayor would begin the formal process by writing a letter to AARP stating the City’s intention to become an Age-Friendly Community. The Mayor has already indicated he is willing to send the letter. Bellegia noted that part of the Age-Friendly process is doing an assessment, which ASAC can help with. She volunteered to work on the assessment.

Black suggested that since ASAC advises the City as well as APRC, and there is no financial obligation to APRC in this process, ASAC should move the process forward by making the recommendation to the City Council, copying the Parks Commissioners on all communication. Glatt added that APRC approved all the ASAC goals, including advocacy and promoting an age-friendly community. In addition to Bellegia, Theis, Russell-Miller and Gardiner volunteered to work on the required application and assessment. Seffinger noted that she is already promoting the Age-Friendly Community in her role as City Councilor.

Bellegia/Russell-Miller m/s to recommend to the Mayor to write a letter of intent and for ASAC to draft the letter and application to become an Age-Friendly Community. Voice vote – ALL AYES, except Hersh, who abstained. Motion passed. Theis, as ASAC Chair, will reach out to the Mayor.

**ASHLAND SENIOR CENTER ROOM USE & FEES – INPUT ON PROPOSAL:**

Referring to the memo in the meeting packet, Glatt stated that the goal of this proposal is to maximize value for seniors while maintaining transparency and consistency in the facility’s rental policy.

Hersh voiced concern with the suggested rental fees, noting that many seniors over 70 years on fixed incomes would hesitate to apply for available SSD scholarships that could offset the burden of higher class fees. Glatt noted that rent is not being charged to volunteer instructors teaching free classes, just those instructors collecting fees, and she did not expect class fees to rise much if at all. In order to be more sustainable, SSD has to collect more rent, but the proposed discounted rental rate of \$10/hour favors programs that serve seniors. (The regular room rental rate is \$20/hour.)

Gardiner asked whether any of the rental fee tiers carry more weight in terms of priority for room use (i.e. paying vs non-paying activities). Glatt answered that SSD’s priority is to not revenue but to offer a the most robust and diverse set of senior activities. However, paying programs help support the free programs. Bellegia added that the new Jacksonville Community Center is successfully generating revenue with facility rentals, and suggested Glatt reach out to

find what's working for them. Renting out the Senior Center on weekends and evenings could provide revenue without conflicting with senior activities.

### **SENIOR VOLUNTEER FAIR – INPUT**

Glatt reported a planned Senior Volunteer Fair on January 22, as described in the memo in the meeting packet. Glatt added that in addition to co-sponsor Community Volunteer Network, Asante Ashland Hospital has now joined as a co-sponsor for the fair. Glatt highlighted how this event will be a win-win for the Senior Services Division (public relations opportunities and attracting new patrons) and partner organizations (recruiting needed volunteers). ASAC and SSD staff brainstormed a list of area organizations to invite to recruit at the event.

### **SUBCOMMITTEE REPORTS:**

#### **A. Public Awareness (Russell-Miller, convener)**

Russell-Miller stated that the Public Awareness subcommittee met and discussed potential templates for promotional materials for the Senior Services Division (brochures, flyers, posters, rack cards), which she will present to Glatt before they are brought to ASAC for feedback. Bellegia added that the Senior Services Division will be represented at the OLLI Open House on July 20, 2019.

#### **B. Advocacy (Bellegia, convener)**

Bellegia shared that she will be working on advocating for making Ashland an Age-Friendly Community. Seffinger reported that she has done some advocacy with the City Planning Commission around universal housing and options for seniors. Bellegia wondered how to attract more services or businesses to Ashland to expand local capacity for senior assisted living options.

#### **C. Education Programs (Mettler, staff)**

Mettler reported that the subcommittee did not meet this month and no new education events were scheduled. Staff is working on fine tuning educational programming, which includes: streamlining the scheduling process, implementing a preparation checklist, presenting a brief welcome and overview of Senior Services Division services before events, and collecting participant evaluations. Staff has also met with the Public Awareness subcommittee to collaborate on strategies and action to increase public awareness of future education and other programs.

### **STANDING REPORTS:**

#### **A. APRC update, if any pertaining to seniors**

Black reported that City Council approved the APRC budget last week and confirmed that the Senior Services Division is fully funded for the next two years.

## **B. City Council update, if any pertaining to seniors**

Seffinger reported that the City Council has been primarily focused on next biennium's budget, working on balancing cuts with finding new revenue sources (fees, bonds, etc) and forming two new Ad Hoc Committees to ensure future budgets are more sustainable.

## **C. SSD Superintendent report**

Glatt directed ASAC to the report she included in the meeting packet. Glatt reported that the Senior Services Office Assistant II job posting will close on June 17<sup>th</sup>; she is currently assembling the interview committee which will include a community representative. Glatt and Mettler are sad to lose the current office assistant, who needs to move out of state, but are optimistic about finding a replacement with the same good balance of personality and office skills.

### **ITEMS FROM ASAC MEMBERS:**

Seffinger reported that Ashland at Home ([ashlandathome.org](http://ashlandathome.org)) Board is striving to be more connected to all parts of their community. Daniel Seffinger, Ashland at Home Board Vice President, is seeking to meet with ASAC members for input on how to maximize efficiency in serving a broader spectrum of the community. Theis and Bellegia offered to meet informally with Daniel Seffinger. Bellegia recommended Ashland at Home contact the Community Volunteer Network for additional connections and mutual benefits.

Bellegia suggested that with increased interest in having ASAC members on various Boards and Commissions, ASAC may need to grow to be able to fill these needs. Glatt will research the APRC policy and ASAC bylaws about the size of ASAC.

### **FUTURE MEETINGS:**

Chair Theis will be away on July 8; Vice Chair Hersh agreed to chair that month's meeting. Russell-Miller will be unable to attend the August 12 meeting. Glatt and Seffinger will be away and unable to attend the September 9 meeting.

Gardiner/Russell-Miller m/s to cancel the September ASAC meeting. Voice vote – ALL AYES. Bellegia requested that a discussion enlarging ASAC membership and frequency of meetings be an agenda item at a future meeting.

### **ADJOURNMENT:**

There being no further business, the meeting was adjourned at 4:59 pm.

Next meeting: July 8, 3:30-5pm, Ashland Senior Center, 1699 Homes Avenue

Respectfully submitted,

Natalie Mettler, Senior & Adult Services Coordinator, Ashland Parks and Recreation Commission

These minutes are not a verbatim record. The narrative has been condensed and paraphrased at times to reflect the material presented, discussions, and decisions made. APRC ASAC Meetings are digitally recorded; the recordings are available upon request.

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Julian Bell



Michael A. Black, AICP  
Director

541.488.5340  
AshlandParksandRec.org  
parksinfo@ashland.or.us

## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Isleen Glatt, Senior Services Superintendent

**DATE:** July 16, 2019

**SUBJECT:** Consent: ASAC recommendation to expand membership

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### Background

As discussed at the Study Session on July 15, 2019, on July 8, 2019 the Ashland Senior Advisory Committee (ASAC) voted to recommend increasing the maximum number of ASAC members to allow for:

- More capacity on ASAC to execute the ambitious goals and workplan established for Biennium 2019-2021
- Opportunity to strengthen ASAC with additional program participant members and representatives from key community partner organizations

ASAC recommends changing the APRC policy to allow “seven to nine” members by increasing the number of program participant and community partner members to “up to seven” while maintaining a balance of program participant and community partner members.

- Two to four program participant members
- Two to four community partner members
- one APRC member
- one City Council member

### Possible Motion

I move to increase the maximum number of members of the Ashland Senior Advisory Committee to nine voting members.

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Mike Gardiner  
Joel Heller  
Rick Landt  
Jim Lewis  
Julian Bell



Michael A. Black, AICP  
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541.488.5340  
AshlandParksandRec.org  
parksinfo@ashland.or.us

## PARKS COMMISSIONER STAFF REPORT

**TO:** Ashland Parks and Recreation Commissioners

**FROM:** Rachel Dials, Recreation Superintendent

**DATE:** 7/17 /2019

**SUBJECT:** Recreation Fee Adjustments-Ashland Rotary Centennial Ice Rink & Nature Center School Programs

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Beginning in early 2019 staff presented cost recovery information for FY 17/18 for all programs and services and in May of 2019, cost recovery goals were approved by the Commission. During those months of discussions staff agreed to bring back cost comparisons and proposals for fee increases at the Ashland Rotary Centennial Ice Rink and the Nature Center, specifically for the School Programs.

The cost of providing recreation programs and services is outpacing revenues and in most cases these programs and services are subsidized. A recommendation for a cost recovery policy for the entire scope of Recreation Fees will be proposed during FY 19/20.

Nature Center Manager Libby VanWyhe and Recreation Manager Lonny Flora will give presentations on the proposals for fee increases as well as share other program related information. Information on Current Fees, Fee Comparisons & Fee Increase Proposals for the Nature Center School Programs and the Ice Rink Admission is listed below:

### **Nature Center School Programs Current Fees, Comparison & Fee Increase Proposal**

The Nature Center Fee Proposal Comparison (Attached) identifies costs for similar programs throughout the valley that vary based on length of program, grade and curriculum. The comparison also shows the proposed incremental fee increases for the Spring of 2020 and again for 2021 which are:

	<b>2019 (current fees)</b>	<b>2020 (increase)</b>	<b>2021 (increase)</b>
K-2 Outdoor Field Trip	\$125	\$135	\$150
3-5 Outdoor Field Trip	\$200	\$210	\$225

FY 17/18 cost recovery for the Nature Center school programs was 27% and the established goal approved by the Commission in May of this year is 30% for the 19-21 biennium budget. The proposed fee increases if implemented would meet or slightly exceed the 30% goal by the end of the second year of the biennium.

It is unknown when the last time the fees for school programs were increased, but staff does believe it has to do with the discontinuation of the Youth Activity Levy (YAL) around 2008.

**Ashland Rotary Centennial Ice Rink Current Fees, Comparison & Fee Increase Proposal**

The Ice Fee Proposal Comparison (Attached) identifies costs of rink admission in the region that include The Rrink in Medford, Collier Ice Rink in Klamath Falls and Siskiyou Ice Rink in Mt. Shasta, California. The facilities vary in size and offerings.

The Fee Proposal Comparison shows the proposed fee increases to begin this November 2019 at the start of the Ice Rink season and another proposed increase in 2020.

<b>2018 (current fees)</b>	<b>2019 (increase)</b>	<b>2020 (increase)</b>
\$3.50 Youth (6-13 years)	\$3.75 Youth (6-13 years)	\$4.00 Youth (6-13 years)
\$4.00 Adult (14 + years)	\$4.25 Adult (14 + years)	\$4.50 Adult (14 + years)
\$2.50 Skate Rental (all ages)	\$2.75 Skate Rental (all ages)	\$3.00 Skate Rental (all ages)
\$5.00 Student Night -Including skates	\$5.25 Student Night -Including skates	\$5.50 Student Night -Including skates

FY 17/18 cost recovery for the Ice Rink was 68% and the established goal approved by the Commission in May of this year is 85% for the 19-21 Biennium. The proposed fee increases along with improved programming and some small cuts in expenses should get us close to the 85% cost recovery goal.

Ice Rink fees were increased in November of 2008 and the youth admission fee was again increased in November of 2012. Both were approved by the Commission.

Staff is recommending approval of the proposed increases to Ice Rink and Natures Center in order to bring the charges for services more in-line with the escalation of expenses since 2008 and 2012.

**Possible Motion**

***I move to approve the Nature Center School Program and Ice Rink fee increases as proposed by staff for the 19-21 biennium budget.***

NATURE CENTER SCHOOL PROGRAMS  
FEE PROPOSAL COMPARISON

Organization	Program	Grade	Length of Program	Type of Program	Cost Per Class	
Rogue Valley Farm To School	Harvest Meal	2-12	3-4 Hours	Farm visit with Harvest Meal	\$200.00	
Rogue Valley Farm To School	Fall Pumpkin Harvest or Spring Exploration	K-1	1.5 hours	Introduce plant life cycle, take home a pumpkin	\$80.00	
Science Works	Field Trip to Hands-On Museum	K-8	2 hours	Science live demonstration, lab exploration, museum exhibits	\$240.00	
SOU - Fall in the Field	CSNM Day Programs	3-6	4 hours	Day programs along trails, explore old growth and diversity	\$45.00	
						<i>FY 19-20</i>
					<b>Previous cost (until end of 2019)</b>	<b>Revenue Per Season</b>
North Mountain Park	Outdoor Field Trip	K-2	2.25 hours	Hands on activities, volunteer-led, in small groups	\$125.00	\$6,300.00
North Mountain Park	Outdoor Field Trip	3-5	4 hours	Hands on activities, volunteer-led, in small groups	\$200.00	
						<i>FY 19-20</i>
					<b>2020 Spring Proposed</b>	<b>Revenue Per Season</b>
					\$135.00	\$6,720.00
					\$210.00	
						<i>FY 20-21</i>
					<b>2020 Fall Proposed</b>	<b>Revenue Per Season</b>
					\$135.00	\$6,720.00
					\$210.00	
						<i>FY 20-21</i>
					<b>2021 Spring Proposed</b>	<b>Revenue Per Season</b>
					\$150.00	\$7,350.00
					\$225.00	
						<i>FY 21-22</i>
					<b>2021 Fall Proposed</b>	<b>Revenue Per Season</b>
					\$150.00	\$7,350.00
					\$225.00	

### Ashland Rotary Centennial Ice Rink Fee Proposal Comparison

Type of Admission	APRC Rink Fees			The Rrink	Collier Ice Rink (Klamath Falls)	Siskiyou Ice Rink (Mt. Shasta, CA)
	2018-19 (actual)	2019-20 (proposed)	2020-21 (proposed)	Current	Current	Current
Youth (6-13 YO)	\$ 3.50	\$ 3.75	\$ 4.00	\$ 8.50	\$ 7.00	\$ 7.00
Adult (14+YO)	\$ 4.00	\$ 4.25	\$ 4.50	\$ 8.50	\$ 8.00	\$ 10.00
Skate Rental	\$ 2.50	\$ 2.75	\$ 3.00	\$ 2.50	\$ 4.00	\$ 3.00
Group/Student Night (includes skates)	\$ 5.00	\$ 5.25	\$ 5.50	-	\$ 5.00	-
		<u>Estimated Revenue Impact 19-20</u>	<u>Estimated Revenue Impact 20-21</u>			
Recreational Skating Revenue	\$ 100,309.00	\$ 113,867.50	\$ 124,390.00			
		These estimates do not figure in program and concession revenue that is priced according to schedule and cost of associated products for				