

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

September 23, 2019

Council Chambers, 1175 E. Main Street

7:00 p.m.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 1. APRC Study Session – August 19, 2019
 2. APRC Regular Meeting – August 26, 2019
- III. PUBLIC FORUM
- IV. ADDITIONS OR DELETIONS TO THE AGENDA
- V. CONSENT AGENDA
 1. Subcommittee Minutes Acknowledgment
 - Current Parks, Conservation, and Maintenance Subcommittee, June 17, 2019
 - Pool Ad-Hoc Subcommittee, August 7, 2019
- VI. UNFINISHED BUSINESS
- VII. NEW BUSINESS
 1. Pool Ad-Hoc Committee Recommendations (Action)
 2. Integrated Pest Management (IPM) Annual Review (Information)
- VIII. ITEMS FROM COMMISSIONERS/STAFF
- IX. UPCOMING MEETING DATES
 1. Ashland Senior Advisory Committee – October 14, 2019
 - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
 2. Golf Course Subcommittee – October 8, 2019
 - Oak Knoll Golf Course, 3070 Hwy 66—2:00 p.m.
 3. APRC Study Session—October 21, 2019
 - The Grove, 1195 E. Main St, Ashland – 5:30 p.m.
 4. APRC Regular Meeting—October 28, 2019
 - Council Chambers, 1175 E. Main St., Ashland—7:00 p.m.
- X. EXECUTIVE SESSION (pursuant to ORS 192.660(2)(e))
- XI. ADJOURNMENT

**MINUTES FOR SPECIAL BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
August 19, 2019
The Grove, 1195 E. Main Street**

Present: Commissioners Gardiner (Chair), Landt (Co-Chair), Bell, Lewis; Director Black; Recreation Superintendent Dials; Parks Superintendent Oxendine; Manager VanWyhe; Assistant Sullivan

Absent: City Council Liaison Mayor Stromberg; Commissioner Heller

CALL TO ORDER

Gardiner called the meeting to order at 5:30 p.m.

PUBLIC FORUM

None

ADDITIONS OR DELETIONS TO THE AGENDA

Gardiner stated item 2 on the agenda will be informational only for the meeting. Action will be taken at a future meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Request to Access Parks Property for Wildland Monitoring with Drones (Action)

Black reviewed the staff report included in the [meeting packet](#) and introduced Chris Chambers, Wildfire Division Chief and David Shepard, Chief from Ashland Fire and Rescue (AFR) to present on the drone program, which seeks to detect fires and illegal camping on wildlands. Temporary approval was granted to monitor APRC managed land after Ashland Fire and Rescue. Approval by the Commission will allow these activities to continue.

Chambers gave a PowerPoint presentation on the wildlands drone monitoring program ([see Attachment I](#)). Highlights and discussion on the presentation included the following points:

- Chambers displayed examples of camping on the Lithia Hillside
- Siskiyou Mountain Park is not currently proposed as a patrolled area
- Drones are being launched from the Acid Castle property, which allows for line of sight of patrolled areas
- Monitoring is limited to 400 ft above the launch point
- Monitoring takes place earlier in the morning to allow for temperature differential from body heat and the landscape
- 4 camps to date have been identified during the 1-month period monitoring has occurred
- Camps are reported to Ashland Police to address the situation
- AFR has not received any noise complaints to date
- Designed flights paths are programmed into the drone
- Properties AFR is requesting flyovers are Burnson, Lawrence & Acid Castles properties
- Park properties that AFR is not requesting flyovers for include Lithia Hillside, Hald/Strawberry, Westwood & Siskiyou Mountain Park. Drone areas are not authorized to fly over people. These properties have a significant amount of foot traffic raising concerns about including these properties in the monitoring program. AFR is relying on public reports to monitor these properties
- Black stated the program is designed to take a measured approach on a set budget. The Commission could grant permission for regular flyovers of the Burnson, Lawrence & Acid Castles properties and also allow AFR to explore suspicious circumstances on other properties as needed
- AFR is launching drones from Acid Castle to monitor City owned property as well as APRC managed properties

- Because of potential invasion of privacy issues, Landt stated that limiting regular monitoring to Burnson, Lawrence & Acid Castles properties only is prudent. Permission to patrol other APRC properties on an emergency basis should be sufficient
- Black stated that if an emergency arises, AFR should be allowed to take necessary monitoring actions and keep APRC informed
- RVCOG is contracted to provide the drone and pilot
- USFS relies on ODF detection cameras to identify fires on property adjacent to park managed lands and also do flyovers with helicopters when there is lightning activity
- The drone monitoring program is active during fire season due to budget and weather restraints

Landt stated an intention to make a motion that would require a review of the program to identify possible issues or unintended consequences. Upon review, the program could be authorized with permanent or extended approval.

Motion: Landt moved to approve Ashland Fire and Rescue, using air drones, to monitor Burnson, Lawrence and Acid Castles properties to detect fires, use of fire, and illegal camping in accordance with the City of Ashland approved aerial drone detection program during the fire season. In addition, similar use for other APRC properties for emergencies. The APRC Director or designee shall be notified of emergency use. The approval is through October 2020 and then requires a review. Seconded by Bell.

Discussion: Gardiner requested a written update prior to the October 2020 review. Chambers stated Council has requested a report at the end of the current fire season and that will be forwarded to the Commission as well. Landt clarified that AFR would be required to present to the Commission after October 2020 to extend approval of the program. Chambers agreed.

Vote: The vote was all yes

2. Request to Access Parks Property for Creek Restoration (Action)

Black introduced Eugene Wier from The Freshwater Trust (TFT) and Kaylea Kathol from the City of Ashland Public Works Department and reviewed the staff report included in the [meeting packet](#). Public Works is seeking an exemption from the Integrated Pest Management Policy (IPM) to use herbicide on park managed properties adjacent to Bear Creek for a Water Quality Trading Program. The IPM already includes a number of exemptions, allowing use of herbicides. The Commission has the authority to grant additional exemptions. Staff is recommending that the exemption be granted. APRC staff and some Commissioners were taken on a tour of properties where TFT has successfully engaged in riparian restoration efforts. Black stated that this item will be brought back to the Commission on August 26, 2019 for possible action.

Kathol reviewed the Public Works report included in the [meeting packet](#). Discussion on this item included the following points:

- Warm effluent from the City of Ashland waste water treatment plant is being discharged into Ashland Creek and is seeking compliance with the Clean Water Act through a Water Quality Trading Program
- One solution would be the construction of cooling towers, which would have significant costs and energy use, which is not desired. Public Works is seeking compliance through riparian restoration which would cool the water and provide environmental benefits to the community
- The trading area, which has been accepted by DEQ, extends from the waste water treatment plant to mile 4 on Bear Creek (Pine Street in Talent)
- Public works would like to direct restoration efforts to city owned land as much as possible. It is possible to meet the Water Quality Trade Program requirement fully on private land, but the City and APRC would benefit from restoration on publicly owned land
- Wier estimates 1 to 1 ½ miles of restoration would need to be accomplished to meet the Water Quality Trade Program requirements
- Bell stated a concern that people in the community will object to the use of glyphosate
- Wier clarified that TFT uses glyphosate minimally and carefully and is justifiable when restoring native plant communities and improving stream health. TFT uses glyphosate to remove weeds listed on ODA noxious weeds list only when there are no other viable methods for removal at the landscape level. When using glyphosate, TFT uses less than industry standards and applies the chemical at the lowest rate possible to remain effective.
- Black reiterated staff believes this is a prudent use for an exemption to the IPM in order to achieve the environmental benefits associated with riparian restoration. Beyond this project, TFT has proposed a pilot project on the Evergreen property to use control methods other than chemicals. Wier added that there is not enough information on these techniques to complete a compliance grade performance standard

- Wier stated the primary need for herbicide is for the initial site treatment in the first 1-3 years. After the initial site treatment, it is used rarely as needed
- Oxendine and VanWyhe reiterated staff support for the project
- Lewis stated that riparian restoration on APRC properties is a superior solution when compared to building cooling towers at the waste water treatment plant, which is the other stated alternative to meet compliance with the Clean Water Act
- Landt stated the IPM policy, which states herbicide can be used as a last resort, was created before the No Herbicide Policy, which does not include this language. Using the term "last resort" seems to imply that specific exemptions are not required to use herbicides, which is not the case.
 - Black clarified that the request is seeking a specific exemption for the use of herbicide, which follows the precedent of earlier exemptions under the IPM
 - Landt stated the No Herbicide Policy adopted after the IPM, overrides the IPM and does not include "last resort" language. Landt suggested the IPM Policy should be modified to include language from the No herbicides Policy
 - Staff was unaware of No Herbicide Policy referenced and will look into it
- Landt stated that in addition to following City Ordinances regarding herbicide signing requirements, the requirements in APRC policies should be followed by TFT
- Gardiner reported on-site visits comparing TFT restored properties and properties that have had mechanical treatments only and stated TFT restoration efforts provide superior results
- Landt requested the property maps in the meeting packet display the specific areas that will be treated rather than the entire property
- Wier explained that the shrub layer outlined in the plan is done to create an environment that is truly reflective of a native riparian area
- TFT has been doing restoration projects for 30 years and has found that fully restored areas are able to keep non-native invasive species from fully taking over the area
- Landt requested that the caption in figure 2. be altered to state "...restoration could be..." rather than stating restoration "...will be..."
- Ashland Creek Park is not included in the project because it is already shaded and has a narrow channel. Bear Creek better meets the scope and requirements of the project
- Public Works would like approval for all properties identified in Figure 2. Not all properties would be included in this specific project, but could potentially be included in a future restoration project

Commissioners requested staff to notice the item with the word herbicide included in the agenda for public transparency and directed the item to be brought back to the Commission at the next Regular Meeting if Public Works and TFT are able to alter their request to include the points raised by Commissioners.

Gardiner closed this item and moved onto item number 3. After item number 3 concluded, Bell requested a return to item number 2. A discussion ensued about how to word this item on the agenda when it is brought to the Commission again.

3. Recreation Division Advisory Committee (RDAC) Formation (Informational)

Dials reviewed the staff report and draft application form included in the [meeting packet](#) and asked the Commission for feedback. Dial's report included the following points.

- The performance audit completed in 2016 included the following recommendations, which set the stage for the formation of this committee:
 - Establish an in-house task force process to explore and develop program alternatives and strategies to increase participation from currently underserved groups in the community
 - Establish a process to create greater opportunities for participant and resident input in recreation programs to increase the overall effectiveness of and support for departmental programs and services
- The structure of this committee is molded after the current ASAC committee
- The purpose would be to advise the Ashland Parks and Recreation Commissioners on matters related to the Recreation Divisions programs and services and to coordinate with the Recreation Superintendent and APRC Director on matters related to the general operations, quality, promotions, diversity, equity and inclusion practices and programming
- The make-up of the committee is similar to ASAC: The total membership of program representatives and community partner representatives should be no more than seven (7) members, total. There should be a diverse combination of program related members

(participants, instructors, volunteers), and community partner members (business, non-profit, community advocates) of the RDAC. In addition, there should be two (2) APRC Commissioners for a total of nine (9) Members.

- Once approved, the application process could be open for 6 weeks
- A list of applicants could be brought back to the Commission in October and moving forward with committee work in November depending on the timeline of approval

Discussion on this item included the following points:

- Landt suggested including a range in numbers for committee member representatives in order to achieve the stated goal of diverse representation. Landt suggested using the ASAC language for the Committee Make-up section
- Dials envisions this committee as a working group
- Recreation Staff has begun to identify groups to reach out to recruit members

Dials will make the suggested changes and will bring it to the next Regular Meeting

ITEMS FROM COMMISSIONERS/STAFF

Landt will provide photos to staff to display at the next Regular Meeting for ITEMS FROM COMMISSIONERS/STAFF

UPCOMING MEETING DATES

4. Pool Ad-Hoc Committee – September 4, 2019
 - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
5. Ashland Senior Advisory Committee – October 14, 2019
 - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
6. Current Parks, Conservation, and Maintenance Subcommittee—Aug 19, 2019 (held earlier in the day)
 - Lithia Cabin, 340 S Pioneer St.—12:00 p.m.
7. APRC Regular Meeting—August 26, 2019
 - Council Chambers, 1175 E. Main St., Ashland—7:00 p.m.

EXECUTIVE SESSION (pursuant to ORS 192.660(2)(e))

Executive Session began at 7:31 p.m. Executive Session was adjourned at 8:00 p.m.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted
Sean Sullivan
Office Assistant II

MINUTES FOR REGULAR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
August 26, 2019
Council Chambers, 1175 E. Main Street

Present: Commissioners Landt (Co-Chair), Bell, Heller, Lewis; Recreation Superintendent Dials; Senior Services Superintendent Glatt; Parks Superintendent Oxendine, Supervisor Minica; Manager VanWyhe; Analyst Kiewel; Assistant Sullivan

Absent: Commissioner Gardiner; Director Black; City Council Liaison Mayor Stromberg

CALL TO ORDER

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

APPROVAL OF MINUTES

APRC Study Session – July 15, 2019

Motion: Heller moved to approve the Minutes from July 15, 2019 as provided by staff. Lewis Seconded.

Vote: The vote was all yes.

APRC Regular Meeting – July 22, 2019

Motion: Heller moved to approve the Minutes from the July 22, 2019 Regular Meeting as provided by staff. Bell Seconded.

Vote: The vote was all yes.

PUBLIC FORUM

Kristina Lefever of Ashland thanked the Commissioners, Oxendine and other APCR staff for attending a training event on September 18, 2019. Osbourne Organics will hold a training for municipalities and other entities engaged in turf management. Lefever spoke in favor of the methods used by Osbourne Organics to manage turf including the use of organic fertilizers.

ADDITIONS OR DELETIONS TO THE AGENDA

None

CONSENT AGENDA

- Subcommittee Minutes Acknowledgment
- Ashland Senior Advisory Committee (ASAC) Bylaw Update Acknowledgement
- Recreation Division Advisory Committee (RDAC) Formation

Landt removed the Recreation Division Advisory Committee (RDAC) Formation item and placed it on the agenda at the end of New Business. The Subcommittee Minutes Acknowledgement and the Ashland Senior Advisory Committee (ASAC) Bylaw Update Acknowledgement remained on the Consent Agenda.

Motion: Bell moved to approve the Consent Agenda. Heller Seconded.

Vote: The vote was all yes.

UNFINISHED BUSINESS

- Request from Public Works for limited use of herbicides for water quality improvement and riparian habitat restoration (Action)

Dials reviewed the staff report included in the [meeting packet](#). The Public Works department is undertaking a riparian restoration project on City land that is designed to bring the City into compliance with the Clean Water Act. Public works is requesting the use of some of APCR property adjacent to Bear Creek. The Freshwater Trust and Public Works have proposed a protocol for using glyphosate herbicides sparingly to control

invasive weeds in these areas. To ensure the long-term health of the Bear Creek riparian area, Public Works is requesting an exemption from the APCR Integrated Pest Management Policy. Dials introduced VanWyhe to present on APCR staff support for granting this exemption.

VanWyhe gave a PowerPoint presentation (see [Attachment I](#)). VanWyhe discussed the following Ecological Impacts of the restoration project being proposed which include:

- Improve long-term water quality for our community and those down stream
- Help APCR reach a goal of riparian restoration
- Replace the invasive species monoculture with native overstory and shrub plants
- Reduce erosion, decrease water temperature, and increase dissolved oxygen in Bear Creek
- Improve habitat for in-stream species, including salmon
- Increase resources for nesting birds
- Improve the habitat corridor for wildlife moving through the urban-interface

VanWyhe concluded with staff's recommendation to grant an exemption to the IPM for the properties outlined in the attached report, in order to accomplish the riparian restoration and Clean Water Act compliance.

Paula Brown of Ashland Public Works was invited to present on the item (see [Attachment II](#)). Brown introduced Eugene Wier of The Freshwater Trust (TFT) who is managing the restoration project. The presentation included the following items:

- Current effluent standards are not in compliance with the Clean Water Act. This restoration program will put the City of Ashland in compliance with the Clean Water Act
- The partnership with TFT allows the City to comply with the Clean Water Act while providing the ecological benefits of riparian restoration on publicly owned land
- Mechanical options, such as the construction of cooling towers, to meet compliance would require significant amounts of energy while not providing the additional benefits restoration would provide
- Through this proposed program the City of Ashland has been accepted by DEQ into the Water Quality Trading Program
- Public Works will be providing annual reports to DEQ which could also be provided to APCR
- Potential parks managed sites for riparian restoration are identified in [Attachment II](#)
- Public Works is seeking an exemption to the IPM to use herbicides on parks managed lands for this restoration project

Discussion on the presentation included the following items:

- Brown stated that herbicides could be used in North Mountain Park along Bear Creek. Wier clarified that most of the stream side property in North Mountain Park has had restoration work completed. A potential location where additional restoration work could take place would be the very upstream area of the park. Otherwise, North Mountain Park is not a prime target for restoration
- Brown stated that the request does include properties within North Mountain Park to take advantage of opportunities where available in North Mountain Park

Wier of TFT gave a PowerPoint presentation on riparian restoration processes (see [Attachment III](#)). The presentation included the following items:

- TFT is a nonprofit organization working to achieve restoration while using as little chemicals as possible
- Performance standards required to meet compliance strive to equate to high quality, resilient native riparian communities
- TFT is working on ~12 projects along the Rogue River that are in year 5 of the process and have been verified by a third party that the performing to the required performance standards
- Plastic is utilized as weed control in an effort to reduce the amount of herbicide used
- Native plants benefitting native pollinators and wildlife are utilized in restoration projects managed by TFT

Wier concluded the presentation with a report from a paper published in the Journal of Water Resources in February of 2019. The paper stated that available restoration methods to cool streams in face of climate change were assessed and stated that even under the most aggressive climate change scenarios, riparian restoration could result in stream temperatures cooler than they currently are.

Discussion on this topic included the following items:

- Brown reported that the community response regarding the general use of glyphosate has been minimal. Public Works will now go to the City Council in the next month or two for approval of the program and will state that glyphosate will be used in spot applications
- Wier stated the plan calls for planting 1,600 stems (trees) per acre which replicates regeneration after a flood event. The plants will be sourced locally and will be adapted to the area. Plantings typically include 15-20 species including conifers and deciduous trees, which make up the bulk of plantings
- Brown is able to provide the scope of work to APRC staff for distribution to Commissioners
- TFT is the project administrator. TFT hires local contractors to do the work on the ground. Plant Oregon is a local contractor that could be used
- Wier reported that TFT has never had any accidents chemical spills. Public concerns received have been demonstrable that the projects are in compliance
- Heller stated a concern about using herbicides at North Mountain Park
- Wier stated herbicides are not typically used on annuals but would like to keep it on the table in case of invasive annual taking over a project
- Spot applications rather than broad applications will be used on all project areas
- Horsetail is native and welcome in a riparian areas
- Relatively small amounts of plastic used on projects for weed abatement will eventually go to the landfill. The use of plastic reduces the amount of herbicide used. Wier stated that cardboard is not a feasible material for weed abatement at the landscape level

Call to the Audience

Kristina Lefever of Ashland speaking on behalf of Pollinator Project Rogue Valley & Beyond Toxics believes everyone is doing their best to reduce impacts but stated dismay about the need to use glyphosate. Glyphosate is listed as highly hazardous by the international organization Pesticide Action Network (PAN). Lefever questioned if other chemicals listed in the project report will be used. Lefever recommended using steam weeding techniques and biodegradable plastics.

Wier clarified that glyphosate is the only chemical that will be used for the program.

Commissioner Discussion

Bell expressed support for the program and expressed understanding that the use of glyphosate is an issue. Lewis stated the project is worthy of an exemption to the IPM based on its merits. In response to an inquiry from Heller, Wier stated that portions of the project could begin in 2020 depending on when the program is authorized. Heller then stated support for the proposed restoration activities.

Motion: Bell moved to approve the request from Public Works for an exemption to the APRC Integrated Pest Management Policy as outlined in their proposal with the following conditions:

- Limit the herbicide application of herbicide to no closer than six feet to the waters' edge of Bear Creek and no further than 60 feet from the waters' edge of Bear Creek
- Limit the period of application to three years from the date of the commencement of the work
- The exception is limited to the following properties: Ashland Pond, Mace Property, Riverwalk and North Mountain Park
- Follow all APRC IPM policy including signage
- Exceptions beyond the above parameters would require approval by APRC
- Public works will submit an annual report to APRC on the work being done

Heller Seconded

Discussion: Landt stated heavy involvement in APRC efforts to eliminate the use of herbicides in parks and is uneasy about using glyphosate or any herbicides in parks. In this case, it is necessary to strike a balance to achieve the ecological benefits of the projects. There are also economic benefits associated with riparian restoration. In addition, the carbon footprint would be significantly larger if mechanical methods for weed abatement were used. Because of these considerations, Landt stated a willingness to support a limited exception to the herbicide policy.

Lewis identified the issue of unlicensed private applicators of glyphosate as a bigger issues than the professional limited application of herbicides to achieve riparian restoration.

Vote: the vote was all yes

NEW BUSINESS

- **Nature Play Area – Intent to Award Bid (Action)**

Dials reviewed the staff report included in the [meeting packet](#). Staff requests that the Commission recommend the City of Ashland to enter into a contract with Knife River Materials for the Nature Play at North Mountain Park. Dials gave special recognition to Manager VanWyhe who spearheaded the creation of and fundraising for the Nature Play Area.

Discussion on items include the following items:

- Minica stated staff is working on identifying detour routes to move cyclists and pedestrians through the area because the existing path will be relocated during construction. Landt recommended stopping bike and pedestrian traffic during construction since this is a recreational path and not a commuter path
- Construction equipment will enter near the Nature Center. APRC staff is working on a mitigation plan to reduce disturbances to Nature Center visitors
- Minica is still identifying the mobilization area
- APRC staff will be installing all construction fencing and barriers
- The bid came in under what has been budgeted. Landt recommended using additional funds to make the Beach Street culvert an open bottom. Dials added that grants funds raised for the Nature Play Area are conditional and would need to be spent on construction. If funds are left over the funds would need to be spent on on-going maintenance

Motion: Lewis moved to recommend that the City of Ashland approve the bid award and contract for Knife River Materials for the Nature Play Area at North Mountain Park. Heller Seconded.

Vote: The vote was all yes

- **Memorial Request – Marjorie O’Hara (Action)**

Oxendine reviewed the staff report included in the [meeting packet](#). Staff is recommended approval of a request to install a memorial plaque on a bench in Lithia Park for Marjorie O’Hara with APRC covering the cost. Marjorie, December 27, 1927 – July 9, 2019, was a lifelong resident of the Rogue Valley and is well known for her contribution to the Ashland Community through the publication of her book “Ashland, the First 130 Years”. The request requires an exception to the current Signs, Plaques, and Memorials policy since her plaque would be installed on a bench that currently contains a plaque for her husband.

Lewis stated the item was discussed at the Current Parks, Conservation, and Maintenance Subcommittee and praised the contributions Marjorie has made to the history of Ashland. Bell stated that because her contributions to the community, the Subcommittee recommended APRC cover the cost of the plaque.

Motion: Bell moved to approve the installation of a plaque dedicated to Marjorie O’Hara as proposed. Lewis Seconded.

Vote: The vote was all yes

- **Forestry Update (Informational)**

Minica gave a PowerPoint presentation on Forestry & Trails activities (see [Attachment IV](#)). The presentation included information on the following topics:

- Forestry Management - Mitigate fire hazards in the urban interface
- Forestry Management - Reduce risk of fire in the City by fuels reduction, weed abatement and firewise landscaping
- Forestry Management - Promote conservation as a long-term strategy to protect the environment
- Trails Management - Maintain and expand park, recreational and educational opportunities
- Trails Management - Building public communication and community partnerships
- Natural Resource Management - Preserve natural areas, protect and enhance our environment

Minica reported on the likelihood of undertaking thinning and burning piles within Siskiyou Mountain Park, Lithia Hillside and 1 acre in Westwood once fire season is over.

- **Recreation Division Advisory Committee (RDAC) Formation**

Dials reviewed the staff report in the [meeting packet](#) and provided a [new draft policy](#) for the formation of the RDAC that contains updates to the Committee Make-up section. The proposed policy to form this committee is based on the language used to create the Ashland Senior Advisory Committee. Dials reported the next step would be to open the application process to recruit member which would be open for 6 weeks. Staff and Chair Gardiner will review applicants.

Motion: Bell moved to approve the formation of the Recreation Division Advisory Committee as described in the draft policy dated 8/26/2019. Heller Seconded.

Vote: The vote was all yes

ITEMS FROM COMMISSIONERS/STAFF

Heller announced that the Lithia Park tennis courts are in the processes of being painted for pickleball by the Southern Oregon Pickleball Association

Landt displayed an [example of a sign](#) that utilizes positive statements rather than listing what is not allowed. The sign read "Birds Only Beyond This Point." Landt encouraged staff and the Current Parks, Conservation, and Maintenance Subcommittee to take this into consideration when reviewing language for APRC signs. Landt noted language on a current APRC sign that states "No Dogs Allowed" and recommended language such as "Wildlife Only."

UPCOMING MEETING DATES

1. Pool Ad-Hoc Committee—September 4, 2019
 - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
2. Ashland Senior Advisory Committee – October 14, 2019
 - Ashland Senior Center, 1699 Homes Ave—3:30 p.m.
3. APRC Study Session—September 16, 2019
 - The Grove, 1195 E. Main St, Ashland – 5:30 p.m.
4. APRC Regular Meeting—September 23, 2019
 - Council Chambers, 1175 E. Main St., Ashland—7:00 p.m.

ADJOURNMENT

The meeting was adjourned at 8:38p.m.

Respectfully Submitted
Sean Sullivan
Office Assistant II

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

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PARKS COMMISSIONER STAFF REPORT

TO: Ashland Parks and Recreation Commissioners

FROM: Michael Black, Director

DATE: September 18, 2019

SUBJECT: Consent: Subcommittee Minutes Acknowledgement

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

- Current Parks, Conservation, and Maintenance Subcommittee, June 17, 2019
- Pool Ad-Hoc Subcommittee, August 7, 2019

Possible Motion

I move to acknowledge the subcommittee minutes as submitted

Minutes
ASHLAND PARKS & RECREATION COMMISSION
Current Parks, Conservation, and Maintenance Subcommittee
June 17, 2019
APRC Admin Building, 340 S. Pioneer

Present: Commissioner Lewis, Bell; Superintendent Oxendine; Tech III Minica (arrived at 2:18 p.m.) Tech II Godard; Assistant Sullivan

CALL TO ORDER

Bell called the meeting to order at 2:03 p.m.

APPROVAL OF MINUTES

- **Current Parks, Conservation, and Maintenance Subcommittee – April 15, 2019**

Motion: Lewis moved to approve the Minutes as presented. Bell Seconded.

Lewis requested staff to put the items listed on Attachment III (zero waste policy) on a future agenda for discussion with the inclusion of Tech III Miller and Minica.

PUBLIC PARTICIPATION

- **Open Forum**

Kristina Lefever of Ashland listed various counties and cities across the country that are banning the use of glyphosate. Lefever suggested that APRC consider banning the use of these chemicals completely.

ADDITIONS OR DELETIONS TO THE AGENDA

Bell suggested adding a discussion about the process to formulate zero waste strategies. Lewis suggested that subcommittee members review Attachment III from the previous meeting Minutes and come to the next meeting with ideas to discuss.

UNFINISHED BUSINESS

- **Integrated Pest Management (IPM) Logo and Sign Language Adoption**

Bell asked Oxendine if there was a sign proposed that needed to be approved by the subcommittee. Oxendine stated that the questions before the subcommittee are where the signs would be placed, what is the purpose of installing them and what language would go on them. Lewis stated that what ever is put on the sign needs to be based on actual practices and should be accurate.

Oxendine provided some possible language that could be put on the sign: "Synthetic Chemical Herbicides are not used to manage property" in most park lands except for the golf course and baseball fields. APRC cannot say that it is managed organically or does not use pesticides. If the move to use organic fertilizers is made, the signs could reflect that practice, but making this move would have a significant budget impact.

Kristina Lefever (audience member) was called on and spoke regarding Osbourne Organics who provides information to local jurisdictions, including Talent, OR, on organic fertilizer practices. Lefever supports APRC using fully organic fertilizer.

The subcommittee discussed the various types of signs throughout the park system as well as the potential to move towards sign kiosks, where most of the signs would be posted in a kiosk like structure at park entrances and parking lots. Updating signs about dogs not being allowed in Lithia Park as well as dog stations was discussed. Oxendine reported that many parks departments in Oregon are using sign kiosks and using interpretive signs listing the reasons why dogs are not allowed in some park lands.

- **Parks Standards Update**

Oxendine stated that his report will include this item as well the next item, Signs, Memorials & Plaques Update. Oxendine and Godard have identified several possible benches to include the Parks Standards policy that will also be used in the memorials policy. Oxendine provided a draft of the updated memorials policy finished the day of the meeting (see Attachment I).

Discussion on the updates include the following items:

- The name of the policy no longer references signs and plaques
- It is a rough working draft
- Standard memorials will include benches, picnic tables, drinking fountains and trees
- APRC has reached out to COA GIS to create a digital inventory of existing memorial locations as well as potential memorial sites that can then be displayed on a publicly accessible map
- The public could potentially utilize the map to identify a location and then fill out a form for a standard memorial that APRC staff will use to process the request.
- Memorials that are of a more custom nature would be referred to the Director to determine the appropriate course of action
- It is likely that the cost of the items will increase and therefore require a larger donation to establish a memorial in the park
- The current policy requires that the person being memorialized have strong connection to the parks system or City of Ashland
- Bell stated that memorials that he has seen do not fall into the standards outlined in the current policy. Oxendine clarified the process requires the applicant to fill out a form that provides information on a connection to the parks system. Bell stated that the requirements outlined in this policy could be reviewed and removed. If someone gives a donation, it may not be necessary to fall under any of the strict guidelines.
- Oxendine stated that since there is a limited number of memorials allowed that there could be rationale as to who can be memorialized in the park system.
- In response to a question by Lewis, Oxendine stated that there will be criteria set in place for someone donating to place a memorial on an existing park feature and that it would be refurbished.
- Lewis stated that once an inventory is complete, it will likely show that there is not much more room within Lithia Park for additional memorial sites and that it will be necessary to look towards other park lands.
- Lewis stated there may be a need to increase the size of the memorial plaque. Oxendine stated that keeping uniformity on the plaques is desirable.
- Oxendine stated that since the price will likely increase it may be necessary to create a scholarship program used to subsidize the cost of people who may not be able to afford. Funds could potentially be secured by requiring donations to more than cover the cost of purchasing the feature.
- Additional items that would be cheaper, such as bricks, should be identified as potential memorial features. The Nature Center has a memorial brick program that could be reviewed as a model.

Oxendine asked that the subcommittee review the updated policy provided at the meeting. A marked-up version of the policy will be sent out that identifies the changes to the current policy. Oxendine will consult Director Black on the next step for the public review process.

Bell reiterated that he would like to see criteria allowing who is eligible for memorialization to be less stringent and to also create a tiered donation structure so there are affordable options. Options for memorials, including pictures and price quotes, will be provided at the next meeting for review.

- **Signs, Memorials & Plaques Update**

See above item.

NEW BUSINESS

- **None**

Bell solicited items to be added to New Business

- Oxendine reported that bears have been hitting trash cans in Lithia Park and would like to replace all standard trash cans with bear cans. Bear cans also reduce the amount of household trash that is disposed of in park trash cans.

Kristina Lefever of Ashland was called upon to address an issue not on the agenda. Lefever spoke about the garden at The Grove which is a Bee City USA project. Bee City USA is proposing a sign be placed at this garden to install a sign. The size is proposed to be 10' x 3'. Lefever is looking for direction or parameters that they should follow when designing the size. Commissioners & Staff suggested Lefever follow up with the City of Ashland (COA) on options that would fall in line with the COA sign ordinance Lefever also handed out materials for the APRC/Pollinator Garden tour (See Attachment II).

ITEMS FROM SUBCOMMITTEE MEMBERS

- Oxendine reported that the placement of memorial for Michael Moorhead has not moved forward. Lewis suggested that the memorial move forward with placement near the current pool.

SET NEXT MEETING DATE / TIME / PLACE

August 12th at 2 p.m. in Lithia Cabin

ADJOURNMENT

Meeting adjourned at 3:54

City of Ashland
PARKS AND RECREATION COMMISSION
Pool ad-Hoc Subcommittee Meeting Minutes
August 7, 2019

ATTENDEES

Present: Ad-Hoc Committee Vice Chair Rebecca Kay, Jocelyn Sanford, Marc Heller, Mike Hitsky, Gary Simms, Director Black; Recreation Manager Flora; Recreation Superintendent Dials Parks, Commissioner Gardiner, Commissioner Landt; Parks Superintendent Oxendine.

Absent: Risa Buck, Senior Services Liaison Jackie Bachman; Ad-Hoc Committee Chair Matt Miller, School District Liaison Todd Lantry; Senior Services Superintendent Glatt

I. CALL TO ORDER

Rebecca Kay called the meeting to order at 3:36p.m. at the Ashland Senior Center, 1699 Homes Ave.

II. APPROVAL OF MINUTES

It was asked if there were any corrections to the July 10, 2019 minutes and corrections were made to list Jocelyn Sanford as part of Maintenance subcommittee attendees while Todd Lantry was not present.

Motion: motion for approval of the minutes.

Rebecca Kay moved to approve the minutes/Marc Heller seconded.

Vote: All Yes

III. PUBLIC PARTICIPATION AND GUEST SPEAKERS

Jim Heath Phoenix High School Swim Coach stated that Phoenix High School rents the pool in the winter and explained what the team would have to do if the pool is not able to be leased to them this winter.

IV. ADDITIONS OR DELETIONS TO THE AGENDA

Jocelyn Sanford adds under New Business the report and update from the maintenance subcommittee on July 22 and July 29.

V. UNFINISHED BUSINESS

b. Site Planning and Design Subcommittee Report

Director Black reported back from the July 10 meeting on the current state of the pool. The new maintenance subcommittee had two meetings about whether to repair or rebuild the community pool. Three options have been presented 1) Repair current pool and equipment for a temporary fix with a life of maybe 15 years 2) Making the repairs as well as making the pool deeper and 3) Replacing the entire pool and building a larger community pool. Director Black presented his proposal with layout and explained in details what he believe would be best for the community pool. Moving the pool to the north will give the possibility of more space and more amenities for the pool area. Director Black explained that the current pool may need to close for an interim period to give one more evaluation

The committee discussed developing recommendations for the APRC Regular Meeting on Sept 23rd. Black explained the recommendations do not have to be complicated and focusing on the pool itself would be advised.

Committee members discussed organization of a working group to meet and develop a draft of recommendations to be presented to APRC. The members selected were Rebecca Kay, Jocelyn Sanford, Risa Buck, Gary Simms, and Commissioners Landt with Director Black and Manager Flora providing staff support.

VI. NEW BUSINESS

None

VII. UPCOMING MEETING DATE

The next meeting date was set for September 4, 2019, 3:30 p.m., Senior Center, 1699 Homes Ave.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:40 p.m.

Respectfully submitted,

Haley Fasnacht, Recreation Assistant
Ashland Parks and Recreation Commission

ASHLAND PARKS & RECREATION COMMISSION

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Michael A. Black, AICP
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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Lonny Flora, Recreation Manager

DATE: September 23, 2019

SUBJECT: APRC Staff Support for Pool Ad Hoc Committee Recommendations

Situation:

The Pool Ad Hoc Committee (PAHC) has developed recommendations for the Ashland Parks and Recreation Commission (APRC), meeting the objectives specified by the Commission to advise APRC on community needs, feasibility, and facility design to maintain APRC level of service standards for aquatics in Ashland.

Background & Assessment

The PAHC met monthly over the course of a year completing a needs analysis survey and two public listening sessions giving community members opportunities to express their needs for aquatics in Ashland. PAHC analyzed properties throughout Ashland that could potentially serve as locations for new aquatic facilities. During the PAHC process, the DMP facility has continued to rapidly deteriorate causing a premature closure to the 2019 summer season due to hazards created by the failing pool surface. The committee has reviewed all feasible options and developed recommendations that aim to quickly resolve the need for an adequate aquatic facility in Ashland.

Recommendation:

Staff recommends approval of the PAHC Final Recommendations as presented in the attachment. These recommendations will meet service level standards set by APRC to provide a public aquatic facility as stated in the 19-21 APRC Goals document.

The PAHC is recommending:

- DMP be replaced with a new 25 yard x 25 meter outdoor community pool, including an attached recreation/therapy alcove, to be located at the current DMP site in Hunter Park
- Immediate action to plan, design, and construct a new swimming pool supporting the identified aquatic needs of the Ashland community and PAHC Final Recommendations document (attached)

- APCR address the funding requirements for meeting the Committee's recommendations in the most appropriate and expedient manner possible
- APCR seek out non-profit organizations and partners to support the funding and implementation of strategies to improve aquatics in Ashland
- APCR consider supplemental recommendations detailed in the PAHC Final Recommendations document

Potential Motion:

I move to approve the recommendations from the Pool Ad Hoc Committee.

Attachments:

- PAHC Final Recommendation

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POOL AD-HOC COMMITTEE FINAL RECOMMENDATION

September 9, 2019

SITUATION:

When Daniel Meyer Pool (DMP) opened in 1983, Ashland had two public swimming pools — an indoor pool owned and operated by Southern Oregon University (SOU) and DMP, an outdoor seasonal pool owned and operated by Ashland Parks and Recreation (APRC). The SOU pool closed in 2015, and DMP is at the end of its life cycle in 2019.

BACKGROUND:

APRC currently strives to meet the Ashland community's aquatic needs by operating the DMP in the summer recreation season with a full schedule of aquatic programs, and in the fall, winter, and spring, through contracts with local high school teams and organized swim groups.

During the past six years, staff have been responding to ever increasing failures of the pool's structure by attempting repairs with significantly decreasing success and growing costs. The pool is 36 years old and has experienced rapid deterioration that has led to closing the pool two weeks early this season.

In 2015, SOU removed their 25-yard varying depth pool without replacing it. Until its removal, the SOU pool was the only pool in Ashland capable of hosting competitive aquatics. Since the fall of 2015, APRC has attempted to meet the public's aquatic needs with DMP for organized aquatic groups displaced by the removal of the indoor SOU pool, although the current DMP does not meet all of the standards of a competitive pool. The increased use of DMP transformed the operation from a seasonal recreational pool to a year-round pool which included contracted user groups such as Ashland High School (AHS) Swim Team, AHS Water Polo Team, Talent/Phoenix Swim Team, Rogue Valley Masters Swim Team, and Southern Oregon Water Polo Club. Regardless of the increased use of the pool, competitive events still cannot be held at the DMP because of the current size and depth of the pool.

APRC reached out to SOU, Ashland School District and the Ashland Family YMCA to find a cooperative solution for the severe loss of aquatic facilities in the community. Efforts to establish an effective partnership to build a new pool with these organizations have thus far failed. Regardless, APRC has continued to independently investigate ways to address the

needs of the DMP and the needs of the Ashland community.

APRC has continued to prioritize the pool solution and the Commissioners have consistently adopted goals to support that prioritization. A current, high priority APRC goal is to *“Improve public aquatic recreation and competitive options in Ashland consistent with the findings and recommendations of the Pool Ad Hoc Committee and ensure the continuous operation of an adequate recreational pool in Ashland during the summer months, at a minimum, until construction begins on a new pool.”*

Consistent with the pool goal and to determine a best course of action moving forward, APRC formed the Pool Ad-Hoc Committee (the Committee) in June 2018. The Committee moved forward quickly and created Sub-committees that were tasked with completing the following responsibilities:

1. Determine the aquatic needs of the Ashland Community by performing a Needs Analysis/Feasibility Study
2. Determine the best pool site and design to respond to the aquatic needs of the Ashland Community by performing a Site Analysis Study
3. Research funding options for capital and operations of a new pool, and make a recommendation to the Parks Commissioners

ASSESSMENT:

The Committee has completed two of the three tasks – the group was asked to forgo the final task since APRC staff will address that item specifically.

The following actions have been accomplished by the Committee to help determine the most appropriate course of action to take about improved aquatic access in the Ashland community:

1. Aquatic Needs Analysis

- a. Two local public listening sessions were facilitated where the public was invited to attend and tell the Committee about their concerns, aquatic needs, and desires for a public pool in Ashland; these were held in February and March 2019 and were well attended. Key points expressed by the public at these two (2) sessions were:
 - i. A desire to have a 25-yard X 25-meter pool, with a portion to exceed six (6) feet in depth to accommodate increased aquatic activities, such as high school swim block starts, high school water polo and other deep-water programs
 - ii. A desire to have a pool large enough to accommodate more than one program happening at one time
 - iii. A desire to have a pool with a seasonal cover and be operated year-round
 - iv. A desire to have many programs appealing to all ages – multi-generational and multi-purpose aquatic classes and programs
 - v. A desire for funding methods that minimize the impact on taxpayers
- b. This sub-committee also created a survey which was randomly mailed to 2500 Ashland residents, asking for their input regarding their aquatic needs. The results from this survey backed up the information learned from the listening sessions and offered these key points:

- i. More than 60% of surveyed community members utilize aquatic facilities in the area
- ii. Surveyed community members expressed desire for multiple use options (diversity of aquatic activities occurring simultaneously) at aquatic facilities
- iii. Community members expressed needs for improved options in recreational swimming, lap swimming, aquatic exercise, swim lessons, and options for competitive/organized swim groups

2. Site Analysis

- a. The Site Analysis sub-committee evaluated several properties in Ashland to determine if additional locations, other than the current DMP site, should be evaluated as a new pool site. The Committee gave consideration to several potential properties for a new pool site, some of those properties were owned by APRC and others were not. It was determined that land acquisition costs, associated timing issues, new infrastructure construction costs and regulatory costs were significant enough factors to eliminate those properties from consideration, which led the focus back to the current DMP site.
- b. In addition to the work being done by the Committee, APRC contacted Anderson Poolworks, who performed an audit on the condition of the DMP. The executive summary of their findings was:
 - i. The severity of structural failures and the accelerated deterioration of the DMP realistically prohibits the option of repairing the pool for long-term use
 - ii. Additionally, the size/depth of the current DMP does not serve all the identified needs of Ashland citizens
 - iii. According to industry standards, a typical outdoor recreation pool has an expected lifespan of 30-40 years. DMP is on the higher end of the life-cycle and is experiencing critical structural failures signifying the end of its life-cycle
- c. Specific Pool Design:
 - i. Consistent with the public meeting and survey results, as well as the research conducted by the Site Analysis Subcommittee, the Committee concluded that in order to satisfy the aquatic needs/requirements of the community that APRC should replace DMP with a 25-yard X 25-meter outdoor pool, with the following characteristics:
 - Varying depths, including a portion of the pool to exceed 6 feet in depth to accommodate deep water programs for water safety training, recreation, high school water polo, high school swim team competitions, etc.
 - An additional adjoining recreation/therapy-based pool space that is shallow, to accommodate a variety of uses and user groups
 - An ADA access between the Senior Center and pool to incorporate the new pool into the programming of the Ashland Senior Services Program
 - Inclusive pool designs such ADA Handicapped standard approved pool entry systems and a zero-depth entry system for the pool

d. General Pool Design:

- i. The Committee also concluded that the building of a new pool should use the highest standards for construction methods and mechanical components that reduce long-term maintenance and operational costs
- ii. The design of the pool and deck area should accommodate the construction of a future cover for the pool, allowing adequate space for footings and construction of the structure without interrupting the pool
- iii. Prioritization needs to be given to environmentally efficient and sustainable features providing operational and maintenance cost savings, such as:
 - a heat exchanger to offset costs to heat water for the pool and showers
 - rooftop solar to reduce electrical costs
 - ultra-violet light to sanitize water and eliminate/reduce the need for chlorine and other chemicals

PRIMARY RECOMMENDATIONS:

The vision that was formed by the Committee during the process of evaluating aquatic needs in Ashland is:

To construct and operate a public swimming pool in Ashland that serves the diverse aquatic needs of its citizens, including all ages, genders, abilities and socio-economic backgrounds.

1. Pool Design:

- a. **The Committee recommends the aging DMP be replaced with a new 25 yard x 25 meter outdoor community pool, with the characteristics detailed in the Site Analysis section above, including an attached recreation/therapy alcove, to be located at the current DMP site in Hunter Park.**

2. Timing:

- a. The Committee recommends immediate action to plan, design, and construct a new swimming pool supporting the identified aquatic needs of the Ashland community, of which this recommendation is based upon.

3. Funding:

- a. The Committee recommends that APRC staff and Commissioners address the funding requirements for meeting the Committee's recommendations in the most appropriate and expedient manner possible
- b. The Committee recommends that APRC seek out non-profit organizations and partners to support the funding and implementation of strategies to improve aquatics in Ashland

SUPPLEMENTAL RECOMMENDATIONS:

1. Additional Needs Identified by the Committee, for future phases (in no particular order):
 - a. The Committee recommends the following projects and improvements, as funds allow:
 - i. Seasonal cover
 - ii. Infrastructure and budget to support year-round operations for groups and individuals
 - iii. Redesign or reconstruction of bathhouse using highest standards for reducing long-term maintenance costs and decreasing carbon footprint
 - iv. Amenities for user groups to improve experiences in aquatic programs, including spectator and aquatic recreation equipment and facilities
 - v. Other facility improvements to improve operational efficiency, address long-term maintenance and sustainable practices supporting the longevity of a new aquatic facility
 - vi. Conversion of the attached recreation/therapy pool to its own separate tank with independent equipment system
2. Until 2015, Ashland citizens had access to both a year-round indoor public pool and an outdoor seasonal public pool. Since the removal of the SOU indoor pool, the DMP has only been able to fill a portion of a major deficiency in pool accessibility for the citizens of Ashland. Although the replacement of DMP is required due to its end of life-cycle and will improve aquatic access for the citizens of Ashland above what is available in 2019, a new outdoor pool will not completely alleviate the loss of the indoor public swimming pool at SOU that existed until 2015. The Committee recommends that APRC continue to work with partners to reestablish a year-round indoor facility, even after the DMP is replaced as recommended in item 1., above.

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MEMORANDUM

TO: APRC Commissioners
FROM: Mike Oxendine
DATE: September 23, 2019
SUBJECT: 2019 Integrated Pest Management Annual Review

Situation:

The Integrated Pest Management (IPM) Policy stipulates that APRC staff will conduct an annual review of pest management activities. This review covers the period of June 1, 2018 – June 1, 2019.

Background:

This review directly follows an APRC Study Session September 16, 2019 where staff and commissioners had the opportunity to discuss potential changes to the IPM Policy. The IPM Policy is currently being worked on by staff to incorporate ideas presented at the September 16, 2019 meeting and will present these modifications at the November 25, 2019 APRC Business meeting for approval.

Assessment:

The IPM Policy has been very effective in reducing pesticide use on APRC lands. The results have had an impact on the aesthetics of APRC lands.

Recommendations:

This item is for informational purposes.

Attachments:

Integrated Pest Management Policy



*Ashland Parks and
Recreation Commission*

**COMMISSION
POLICY**

TITLE: Integrated Pest Management (IPM) Policy of the Ashland Parks and Recreation Commission (APRC)	PAGE 1 of 9	POLICY No. 105
EFFECTIVE DATE: May 24, 2010	REVISED DATE	See below

Policy Introduction:

APRC follows an Integrated Pest Management Policy adopted by the Ashland Parks and Recreation Commission in 2010.

According to Oregon Statutes (ORS 262.1), Chapter 943, an IPM is defined as:

“A coordinated decision-making and action process that uses the most appropriate pest control methods and strategies in an environmentally and economically sound manner to meet pest management objectives. The elements of integrated pest management include: (a) preventing pest problems; (b) monitoring for the presence of pests and pest damage; (c) establishing the density of pest population, which may be set at zero, that can be tolerated or corrected with a damage level sufficient to warrant treatment of the problem based on health, public safety, economic or aesthetic threshold; (d) treating pest problems to reduce populations below those levels established by damage thresholds using strategies that may include biological, cultural, mechanical and pesticidal control methods and that shall consider human health, ecological impact, feasibility and cost effectiveness; and (e) evaluating the effects and efficacy of pest treatments.”

Organic pesticides (OMRI-approved – or *Organic Materials Review Institute*) are approved for use according to label instructions within the nearly 800-acre APRC system.

APRC lands are 99.25% synthetic-pesticide-free but authorization is approved for use of pesticides for the following uses and areas:

- Hornets and wasps in all areas for safety, but as a last resort.
- Median strips at the north entry of Ashland for staff safety.
- North Mountain Park infields for safety.
- Controlling Poison Oak along trails for safety.

- Oak Knoll Golf Course as outlined below:
 - The golf course will occasionally require use of higher toxicity products to keep the quality of the greens and tees playable. If toxicity is higher than table salt (LD 50 = 2,500), the course will be posted at the clubhouse and at the first green or tee that is treated.
 - The Golf Division will follow the same guidelines established for the Parks Division.
 - MSDS sheets will be posted in the golf course clubhouse.
 - Greens #4, 6, 7 and tee boxes #4, 5, 7 will be exempted from the 50-foot setback from water and care will be taken to keep synthetic spraying as far from water as is feasible.
 - Golf cart paths as needed for public safety and maintenance.

Background

The IPM process first determines if a pest needs to be managed, and if so, how best to do it. Key elements are information gathering, decision making, management action and monitoring of results. IPM uses effective, low-risk strategies and practices. Management actions include cultural, physical, mechanical, manual, biological and pesticidal practices. Licensed and trained APRC professionals often select a combination of methods (pesticide applications being the method of last resort) to manage specific pest populations on a case-by-case basis, with a goal of reducing reliance on pesticides. Methods employed conform to recognized standards established and endorsed by state and federal regulatory agencies, state educational institutions, and organizations such as the Western Integrated Pest Management Center.

Examples of IPM methods within APRC lands include:

- Mulching of planting beds to reduce establishment of weeds.
- Utilizing non-neonicotinoid plants with natural resistance to pests.
- Volunteer labor that includes hand weeding, trimming, mulching and more.
- Design features that include concrete curbs, mow strips and landscape designs.
- Proper mowing, irrigation and fertilization of park turf to increase vigor and reduce weed populations.
- Application of organic OMRI-approved herbicides to control invasive weeds before seed formation to prevent future weed infestations.
- Release of natural biological controls.

APRC's Integrated Pest Management Policy is based on park planning and design, manual maintenance, ecological controls and, as a last resort, use of chemical pesticides. APRC will work to reduce or eliminate the use of synthetic pesticides and will conduct an annual review of pest management activities, which will include written suggestions to the Parks Commission for the further reduction of pesticides and for alternatives to their use.

Pesticide Use

Any synthetic pesticide use will be part of an IPM approach and will only be used where an exemption to the no pesticides in Ashland parks policy has been granted by the Parks Commissioners. Risk will be minimized by careful product selection and application. When developing and updating the IPM

program, APRC staff will rely on current peer-reviewed scientific opinion about potential materials and methods, including science-based information from regulatory agencies, state university departments, university extension scientists and other experts.

- The choice to use pesticides will be based on human and ecological health and the values to be gained or preserved. Budgetary and human resource factors will also be considered.
- Only the safest, lowest toxicity products available will be used. Pesticides use will comply with all local, state, and federal regulations. No “restricted use” pesticides will be used.
- For synthetic pesticide use, the area will be posted 48 hours in advance of the application, with signage remaining a minimum of 48 hours following the application, depending on the re-entry time specified on the pesticide label or MSDS sheet.
- For non-synthetic (OMRI-approved) use, informational signage will be posted at the time of application only.

Oversight and Training

- A minimum of one Park Operations or Golf Operations employee will be trained and licensed as an Oregon Licensed Pesticide Applicator and will be designated by the department director to be responsible for overseeing and authorizing all pesticide use by Parks and Golf division staff. No pesticides will be used without a Licensed Pesticide Applicator on staff.
- No employee will use or apply any pesticide without prior training.
- No employee will use or apply any pesticide mechanically or by hand without event-specific authorization.
- All Parks Operations and Golf Division employees who apply pesticides will attend an annual review of policies, procedures, and reduction strategies regarding the use and applications of pesticides.
- All pesticides will be stored in a safe, labeled, secure environment. The Parks Superintendent and Licensed Applicator will have exclusive access to the area.
- Violation of any of these policies or guidelines by Parks Operations or Golf Division staff will be grounds for disciplinary action.

Reporting and Review

The APRC Director or Parks Superintendent will oversee an annual review and will present the results to the commission. The report will include water quality test results and results from any other testing conducted; comparisons from previous years’ spreadsheets showing amounts and locations of pesticide applications; and will recommend specific locations, management activities, cost, and targets for reductions or elimination of pesticides.

- The Parks Commission may consider updating the IPM policy during the fiscal year as new peer-reviewed scientific information about pesticides, including inert ingredients, becomes available and as other management choices develop.
- Written record on Form 1A will be filled out after each application (attached).
- MSDS sheets will be made available to the public.

- The elected Ashland Parks and Recreation Commission will serve as the overseeing board for this policy.

GUIDELINES

PESTICIDE SOLUTIONS AND RINSES

Following are elements to consider before beginning an application. These elements will help determine the proper amount of pesticide to mix.

- Weather conditions and predictions. Call National Weather Service at 541-779-5990.
- Acreage / square footage of the job site.
- Calendar: special events, mowing, irrigation, and so on.
- Type and size of the equipment appropriate to do the job.

When applying a pesticide, use the following procedures to reduce and safely store the rinse solution. These are secondary to label information and State and Federal regulations.

- Mix only enough pesticide solution to do the job that day.
- First add measured amount of water to tank, then put in correct amount of herbicide according to label specifications.
- Use up all pesticide, applying until the tank is empty or no more solution is coming through the nozzle.
- If pesticide mix remains, completely label the tank or sprayer with labels for the products used. Also mark the current concentration for each product, the date and the name of the locked cabinet in the Lithia Park or Golf maintenance shop, in the dedicated pesticide storage cages, until the contents can be properly disposed of through an official Hazardous Materials Collection process or event.
- When resuming spray applications the next time, either use the leftover material, or add diluted water and circulate the mix thoroughly before adding new concentrate.
- If spray tank rinsate is created, store the rinsate as make-up water for the next day. The next day's pesticide should be compatible or the same. The same labeling requirements pertain to the rinsate mix. Any residual rinsate that cannot be re-used will be labeled "unusable" and stored in a locked Golf or Lithia Park maintenance shop dedicated pesticide storage cage until it can be properly disposed of through an official Hazardous Materials Collection process or event.

Rinse the sprayer if the following conditions apply:

- It is necessary to use a pesticide incompatible with that previously used.
- It is the end of a spraying cycle.

Use the following rinse process:

1. Read the pesticide label. The following should not conflict with label information or State or Federal regulations. Contact your supervisor if you see a conflict or have questions.

2. Wear protective clothing, as listed on the label when handling pesticides, pesticide containers, or pesticide equipment.
3. Fill the spray equipment approximately 1/4 full with clean water. Shake or agitate so that all inside surfaces are washed. If possible, use the spray hose to rinse the inside surface of the tank. These procedures should coincide with all labels.
4. Spray the rinse water out of the spray equipment onto an approved target area. Rinse water should be run through all hoses, booms, etc. Filters should be cleaned. Because of the dilute nature of the pesticide in the rinse water, a coarse spray can be used and is recommended to save time. Do not "pond" or saturate the soil.
5. If the tank is to be stored, repeat step 3 and 4 above until the tank is clean.

PESTICIDE SAFETY

- For synthetic pesticide use, the area will be posted 48 hours in advance of the application, with signage remaining a minimum of 48 hours following the application, depending on the re-entry time specified on the pesticide label or MSDS sheet.
- For non-synthetic pesticide (OMRI-approved) use, information signage will be posted at the time of application only.
- Containers will be triple-rinsed, then punctured to make sure they are not reused.
- There will be no application of synthetic pesticides from Memorial Day to Labor Day.
- OMRI-approved non-synthetic pesticides are exempt from date restrictions and can be applied throughout the year per label instructions.
- Any spills will be cleaned up immediately and reported to a supervisor for proper handling of material.
- Personal protective equipment (PPE) will be worn according to label on product and MSDS sheets (e.g., rubber gloves, goggles, long-sleeved shirts).
- Employees will change clothes before interacting with non-work associates such as family members and friends.
-

PESTICIDE REDUCTION OPTIONS

Volunteers will be used for:

- Weeding
- Mulching
- Trimming
- Mulch – reduce weed growth and labor costs; minimal budget impact.
- Labor – staff and volunteer crew to manually trim edges. Potential large budget impact if staff and volunteers manually edge and use less spray.
- Annuals to Perennials – better ground cover, minimal labor, minimal budget impact.
- Burners – burn weeds using APRC labor; possible safety issues.
- Ground Covers – labor to establish weeding; higher initial costs but less expensive once established.

- Hardscape – curbs, walks would require high initial investment but this would serve as long-term solution to problem spots; initial high budget impact.
- Landscape Design – less formal, non- native; lower initial cost but higher costs to maintain until plants are established.
- Park Branding – As part of the pesticide reduction process, a park logo will be designed to inform the public about pesticide-free areas. Communication will occur through the City of Ashland website and classes will be offered to share information and ideas with the public. This is underway with the APRC Promotions Coordinator.
- Equipment Use Where Possible – higher cost to purchase; efficient use of labor; able to treat large areas.
- Lawn Height – Taller lawns help shade weeds and encourage stronger growth which crowds out weeds.
- Irrigation Changes – initial cost of labor and materials; long-term solution; more maintenance required for smaller heads.
- Goats – problem with containment in terms of what is eaten (both desired and non-desired species consumed).
- Forestry Areas – 99% spray free since 1992; manually controlled.

PESTICIDE APPLICATIONS BY NON-APRC EMPLOYEES

In special circumstances, when a certain area needs to be addressed in a specific fashion, pesticide applications by non-APRC staff will be approved:

- Employees of commercial pesticide operator companies possessing valid state pesticide applicator licenses will be considered for approval to apply pesticides to APRC property
 - The licensing variance must be specifically approved by the APRC Licensed Applicators.
 - The work must occur under the direction of a contractor-supplied, fully licensed supervisor
 - Before approval, there must be evidence that all trained and licensed applicators have sufficient previous pesticide application experience and a safety record to satisfy APRC's approval process. Acceptable application experience may vary, but will be of sufficient assurance to APRC of employee competence and knowledge of safe work practices. Three to five months is a likely minimum experience interval for approval. Inexperienced trainee licensed applicators will not be allowed to apply pesticides to park land.

Contractors must satisfy all of the standard applicable city contractual language pertaining to pesticide applications. These subjects may include safety precautions, liability issues, and other responsibilities. These issues are dealt with in the contract language agreed to before the project commences by both city representatives and the contractor.

The performance record of contracting businesses applying pesticides to APRC lands shall also be regularly reviewed by APRC. This review shall include an examination of past work and safety performance.

Employees of the Jackson County Vector and Nuisance Control agency:

APRC understands that there may be situations where the county vector and nuisance control agency has the need to apply pesticides to city property as part of their mandate to further public health goals. Communications from this agency stating their need for pesticide use for these purposes on park land will be responded to by the Licensed Applicator in a timely manner. Licensed public health endorsed applicators will be considered for approval to apply pesticides to APRC property. APRC and the county will work together to arrive at mutual agreements for activities that address public health goals and good environmental stewardship.

City of Ashland
ASHLAND PARKS AND RECREATION COMMISSION
340 S. Pioneer Street, Ashland, OR 97520

Pesticide Application Record (PAR)
(to be kept for 3 years)

Applicator: _____ Date of Application: _____

Time of Application: _____ Hour(s) Spent Applying Pesticides (X.XX): _____

Name of Park or Property: ENTER ONE CODE per Application Record: _____

Area Treated: CIRCLE ONE OR MORE below and/or fill in the blank:

- TW- treewells FL-fencelines CR-Cracks BL-bleachers SH-Shrub beds
P-Ponds DU-Dugouts BF-Baseball fields R-Roses W-Wasps/Hornets
A-Annuals P-Paths/Trails TC-Tennis Courts SB-Sloped Banks

Other: _____

Chemical: ENTER ONE CODE FROM the APPROVED PESTICIDE LIST: _____

Other: _____

Mixing Ratio: Liquids: _____ Tablespoons per gallon OR _____ ounces per gallon
Granular: _____ per _____ square feet of coverage

Supplier: _____ EPA Registration No. _____

Target Species (be specific) ENTER CODE(S) FROM SPECIES LIST and/or fill in blank.

CODE(S):: _____

Other: _____

Equipment Used: CIRCLE ONE (below) or fill in the blank:

- BP-Backpack SQ-Squeeze Bottle HA-Handheld Other: _____

Weather Conditions: temperature: _____ wind conditions: _____

precipitation: _____ comments: _____

Total amount of product applied (Tbsp. or ounces): _____

Comments: _____

Policy Revision**Per commission approval on February 28, 2011:**

The commission authorized staff to replace synthetic pesticides in all Ashland parks with organic products, using the application standards outlined in the existing Integrated Pest Management Policy, with the exceptions of Oak Knoll Golf Course and poison oak in summer months.

Policy Revision**Per commission approval on June 27, 2011:**

The commission granted approval for 1) the Integrated Pest Management Policy to be amended to include the following in the Special Situations Restricted Areas policy section: 1) No spraying of synthetic pesticides is permitted in any Ashland park from Memorial Day to Labor Day, with OMRI-approved herbicides exempt from this provision [overturned by the Commissioners on June 25, 2018]; and 2) at the next scheduled annual review of the IPM Policy, staff to present a revised policy that incorporates changes consistent with the use of OMRI herbicides.

Policy Revision**Per commission approval on February 27, 2012:**

The commission approved allowing for the use of non-synthetic pesticides, per label instructions, in all parks at staff's discretion with the exception of limitations imposed by other regulatory bodies. They further approved changing signage requirements to allow informational signs to be posted at the time of application only and eliminating date restrictions for applications of non-synthetic pesticides to allow for their use throughout the year per label instructions.

The commission approved allowing staff to use synthetic pesticides only as a last resort to create a safe playing environment at the infields of North Mountain Park.

Policy Revision**Per commission approval on April 22, 2013:**

The commission approved modifying the integrated pest management policy to allow for an exemption request outlined by staff: use of synthetic herbicides on north entryway medians for safety purposes.

Policy Revision**Per commission approval on April 28, 2014:**

The commission approved, for the 2014 season only, allowing an APRC IPM policy exemption for staff use of non-organic herbicides in two requested areas: the pitching warm-up area and the warning tracks at North Mountain Park.

Policy Revision**Per commission approval on May 22, 2017:**

The commission approved the use of synthetic wasp spray in parks as a last resort for public safety.

Policy Revision**Per commission approval on June 25, 2018:**

The commission made minor revisions, mostly related to editing of the document.

Approved: _____ Date: _____
Mike Gardiner, APRC Chair

Approved, as to form: _____ Date: _____
Dave Lohman, City Attorney