

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 whatever 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 12<sup>th</sup> at 2 p.m. in Lithia Cabin

#### **ADJOURNMENT**

Meeting adjourned at 3:54