

**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 meeting room. 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.



## **MEETING AGENDA**

### **ASHLAND PARKS & RECREATION COMMISSION Pool ad-Hoc Committee February 13, 2019 Ashland Community Center—59 Winburn Way**

**2:30 p.m.**

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES—January 16, 2019
- III. PUBLIC PARTICIPATION & GUEST SPEAKERS
  - a. Open Forum
- IV. ADDITIONS OR DELETIONS TO THE AGENDA
- V. UNFINISHED BUSINESS
  - a. Needs Assessment/Outreach Subcommittee Report
    - i. February 19 Listening Session Update
    - ii. Survey Updates
  - b. Site Planning and Design Subcommittee Report
- VI. NEW BUSINESS
  - a. Messaging and Stakeholder Outreach Organization (Kay, Flora)
  - b. Website Information for Public (Flora)
- VII. UPCOMING MEETING DATE
  - a. Establish regular schedule of 1<sup>st</sup> or 4<sup>th</sup> Wednesdays for March, April, May, and June.
- VIII. ADJOURNMENT—4:30p.m. or thereafter

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number (800) 735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I). Parks Commission regular meetings are broadcast live on Channel 9, or on CHARTER CABLE CHANNEL 180. Visit the City of Ashland's website at [www.ashland.or.us](http://www.ashland.or.us).

City of Ashland  
PARKS AND RECREATION COMMISSION  
Pool ad-Hoc Committee Meeting Minutes  
January 16, 2019

**ATTENDEES**

**Present:** Community Committee Members Rebecca Kay, Risa Buck, Marc Heller, Mike Hitsky, Jocelyn Sanford, Gary Simms; Commissioners Gardiner, Landt and Miller; School District Liaison Todd Lantry; Senior Services Superintendent Glatt; Senior Services Liaison Bachman; Parks Superintendent Oxendine; Recreation Manager Flora; Recreation Superintendent Dials;

**Absent:** Director Black; City of Ashland Finance Director Mark Welch

**I. CALL TO ORDER**

Rebecca Kay called the meeting to order at 2:30 p.m. at the Ashland Senior Center, 1699 Homes Avenue.

**II. APPROVAL OF MINUTES** – It was asked if there were any corrections to the December 5, 2018 minutes and there were none.

**Motion:** A motion was made for approval of the minutes.

*Gardiner moved / Buck seconded approval of the minutes.*

**Vote: All Yes**

**III. PUBLIC PARTICIPATION AND GUEST SPEAKERS**

**Citizen Pat Turner** introduced herself. Pat submitted a question and asked that it be added to the Pool survey. The proposed question asked if respondents, as property owners or renters, what amount would they vote for to finance the project. Amounts of \$3.5 mil, \$5 mil, \$7 mil, \$10 mil, or none were proposed options for an answer.

**Discussion**

Kay said if the question was accepted that it would take the place of question #8 on the survey. Landt said that it was a good question and it should be discussed later in the meeting during the survey discussion. Gardiner said that under Additions/Deletions it could be inserted.

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

- a. The committee introduced themselves.
- b. It was decided that the question submitted by Pat Turner be discussed under “needs assessment survey.”

**V. UNFINISHED BUSINESS**

- a. **Needs Assessment / Outreach Subcommittee Report**
  - i. **Needs Assessment Survey (Flora)**

Kay said that before Flora spoke on the survey under Needs Assessment and with regards to the Listening Session strategies that she wanted it officially stated in the minutes that the citizens of

Ashland are our number one stakeholders and that the Needs Assessment survey and the Listening Session strategies are directed to the citizens of Ashland. Kay noted that under item #4 on the agenda "Update on Stakeholder Outreach" is where the committee would be discussing ways of reaching out to the stakeholders that are more organized groups.

Flora said the goal is to approve a final draft so that the Needs Assessment can move forward and be published. Flora said they will work with a local printer to do the design, format of the hard copy and randomly mail it out within the City of Ashland. Flora said there would be an electronic option that can be submitted online and a paper and pen version that can be returned to any City and APCR staffed buildings. (The Grove, Senior Center, Nature Center, City of Ashland Utility Billing).

It was asked what the timeline would be, and Flora said that he was hoping that the first phase of the Needs Assessment would be done by the end of February around the same time as the Listening session. Dials said that in previous minutes that Director Black stated that he wanted to get the entire process completed by March. Dials said that the recommendations could hopefully be going to the Commission in June.

Flora said that an idea that came from the subcommittee was to include a terminology legend. After much discussion it was decided to keep it simple and not include a legend.

Flora spoke on the Intro page and survey questions. Landt questioned the use of the word *exponentially* and it was decided to change the word to *substantially* on the Intro page. On the Needs Assessment page there were a few suggested changes to the wording in #1 and on question #2. After a long discussion Flora said that the input received today should be used and given to the Subcommittee to rework the questions. The discussion surrounded Question #8 regarding a bond with the submitted question by Pat Turner. There was a lot of back and forth discussion between the committee members regarding the wording of this question. Miller said that what he was hearing was that no numbers be attached to the bond and reword Question #8 to read: "Would eligible voters in your household be supportive of a General Obligations Bond to support an Aquatic Facility."

**Motion:** Heller made a motion to allow the Subcommittee to take the information given and do a final version of the survey. Bachman seconded the motion.

**Vote: All Yes**

#### **ii. Listening session strategy and timeline (Heller and Buck)**

Buck said that she and Heller are not comfortable taking the lead to run the Listening sessions. Lantry had a question on how the workshops would be facilitated. Landt suggested smaller groups for the Listening sessions as it is easier to facilitate. Gardiner also encouraged the small group concept for the Listening sessions. Landt said that he felt that everyone who is on the Subcommittee should be involved in the Listening sessions and Bachman agreed.

#### **iv. Update on Stakeholder Outreach (Lantry and Flora)**

Lantry said that he had reached out to Ashland School District to Jordan Eli, Business Manager and Karl Kemper, Athletic Director and had not heard back. Flora stated that he has reached out to a few different groups at Southern Oregon University and other schools and groups. Kay said that the neighbors around Hunter Park should be considered as Stakeholders. Dials said that they can generate a mailing list for the neighborhood and send out a flyer on the listening session. Dials said that she

would act on this. Kay said that her action item was to enlist the help of Tom Dobry with Lithia Motors and she has had no success in getting a hold of him yet. Miller asked if anyone had any further questions regarding the Stakeholder Outreach. Flora asked if they could revisit the process of how everyone is working together to reach the Stakeholders and organizations. Flora asked that this be added to the next agenda.

**ii. Listening session strategy and timeline (Heller and Buck)**

Miller asked Kay to go back to the Listening Session strategy. Sanford said that now that they have the session dates she wanted to know how the word is being spread. Flora said that Dorinda Cottle, Promotions Coordinator has a detailed press plan. Heller suggested putting the information in the City Source. Buck said that she will write a letter to the editor for the Tidings and Sneak Preview. Landt asked if they wanted it to read Daniel Meyer pool renovation workshop or Aquatic facility. Gardiner said in Parks they changed the ad-hoc Committee to just the Pool ad-hoc Committee and dropped the Daniel Meyer. It was decided to be consistent and just say Pool Ad-Hoc Committee.

**iii. Publicity and social media facilitation (Kay and Sanford)**

Kay talked about naming an individual that would monitor Ashland Peeps Facebook page and all the other Facebook pages, engaging with people that make comments that are misinformed or misstated. Dials said APRC has the information being discussed on their Facebook page. After some discussion it was decided that the current Facebook pages cover all social media.

**b. Site Analysis and Planning Subcommittee Report (Sanford)**

Sanford said that the subcommittee discussed what to include in the matrix in assessing the aquatic situation in Ashland. Topics within the matrix will be 1) Do nothing 2) Bare minimum fix with keeping Daniel Myer pool as is with the same dimensions 3) Daniel Meyer location with a new pool layout with a tent 4) Daniel Meyer location with a new pool layout indoor facility 5) Some other location within Ashland 6) Updated pool and updated bathhouse. Sanford said that requests have been sought for additional information on estimated costs for the various options

**VI. NEW BUSINESS**

**a) Interface with City Council (Kay)**

Kay said it's important that their voices are heard at the Council meetings. She thought they could have volunteers attend the meetings to speak. Dials asked if it is beneficial to the City Council to have someone from the committee attend a Council meeting to let them know what the ad-hoc committee is working on. Gardiner agreed that it would be beneficial. Kay said that she would attend the meeting on February 5, 2019.

**VII. UPCOMING MEETING DATE**

The next meeting date was set for February 13, 2019, 2:30 p.m., Community Center, 59 Winburn Way

**VIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:28 p.m.

Respectfully submitted,

Anna Wysocki, Temp Office Assistant

