

**MINUTES FOR SPECIAL BUSINESS MEETING  
ASHLAND PARKS & RECREATION COMMISSION  
January 13, 2020  
The Grove, 1195 E. Main Street**

Present: Commissioners Gardiner (Chair), Landt (Vice-Chair), Bell (arrived at 5:34 p.m.) Heller, Lewis; Director Black, Recreation Superintendent Dials; Parks Superintendent Oxendine; Senior Services Superintendent Glatt; Assistant Sullivan

Absent: City Council Liaison Mayor Stromberg

**I. CALL TO ORDER**

The meeting was called to order at 5:30 p.m.

**II. PUBLIC FORUM**

None

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

None

**IV. UNFINISHED BUSINESS**

**1. Letter to Council (Discussion/Action)**

Black stated that the Commissioners had asked staff to send a letter to the City to renovate the Community Center while undertaking structural repairs, which could be undertaken if a general obligation bond that the City of Ashland is considering is put before the voters. There have been discussions of including funds for the following projects in the bond: Solar Power Resiliency, City Hall, Pioneer Hall, the Ashland Community Center and the Butler Perozzi Fountain.

- A handout was provided that included proposed edits to the letter that was included in the packet (see [Attachment I](#))
- APRC did not have an opportunity to provide input in the projects being proposed
- Landt stated that upgrading Pioneer Hall and the Ashland Community Center at the same time as the structural deficiencies are addressed has the potential of costs savings and would decrease the amount of time that the facilities are closed to the public
- Gardiner provided background on the process that was undertaken to identify projects to include in the bond, which consisted of a small working group organized by the mayor
- Lewis advocated for a structural engineer with historical restoration expertise to be involved in the process
- Black suggested the following change in the third paragraph of the letter:

“And there was not a reason to be focusing on the Fountain because repairing it ~~was~~ **is** not on the current list of priorities established by Commissioners for the current biennium.”

**Motion:** Landt moved to accept the letter distributed in the meeting as written with “was” changed to “is” in the line that says... “focusing on the Fountain because repairing it ~~was~~ **is** not on the current list....Seconded by Lewis.

**Discussion:** Lewis advocated for prioritizing the projects as follows: The Ashland Community Center, Pioneer Hall and then Perozzi Fountain. Gardiner reiterated that the purpose of the letter is to bring APCR into the decision-making process to identify bond projects.

**Vote:** The vote was all yes.

**2. Alcohol Ordinance Amendment (Informational)**

Dials reviewed the staff report included in the [meeting packet](#). This item included the following points:

- If an amendment to ordinance 10.68.090 Intoxicating Liquor Prohibited were to be pursued, staff would seek an amendment where the rules for alcohol in the park and the permitting process would be managed by APRC rather than having it defined within the ordinance itself
- Staff has researched policy from other jurisdictions and developed recommended parameters for the APRC permitting process as a starting point for discussion, which are included in the staff report
- Landt referred to the background section of the staff report and stated that direction from Commissioners was that the costs of running the program should be a financial benefit beyond cost recovery rather than have the potential for cost recovery as stated in the staff report
- Dials is still determining an estimate of costs to administer the program, which will mainly consist of staff time
- Dials stated the Police Department indicated they would be good partners in whatever the Commissioners decide, but would not be in favor of allowing alcohol in the park
  - Black stated that we could ask the Police to come in and provide more info about their position, but there is likely a potential for an increase in police response
- Black stated the opinion that the program must be a financial benefit to APRC. There would be a significant amount of staff hours that would go into the program. Groups who seek a permit would financially benefit from alcohol sales. APRC should also be looking to benefit financially
- APRC receives the following funding from alcohol under the current exemptions in the ordinance
  - Calle Guanajuato: There are no fees directly related to alcohol, but the space that is rented to restaurants, which are able to serve alcohol, more than recover the cost to administer renting spaces on the Calle
  - Oak Knoll Golf Course: A percentage of sales. APRC also no longer has expenses associated with managing food and beverage services now that they are contracted out. Alcohol sales also have the potential to bring more people to the course to play
- Dials reviewed the proposed locations to allow alcohol identified in the staff report:
  - Butler Bandshell, Perozzi Fountain area and Sycamore Grove in Lithia Park
  - Feast of Will Lawn (between lower Duck Pond and Children's Playground)
  - Ice Rink Parking Lot on Winburn Way
    - Dials clarified that the Perozzi Fountain and Sycamore Grove were identified due to close proximity to the bandshell where an event could take place. These outlying areas could be used as a controlled setting for sales and consumption
    - Dials clarified that the parking lot has been identified as a location because of the potential to serve as a controlled setting for events such as the 4<sup>th</sup> of July Run events
- Dials clarified the purpose of #7 under recommended parameters for permitting process in the staff report that states: "Alcohol must be sold or consumed under a canopy, shelter or within a tent or other enclosure as agreed upon by APRC and the OLCC"
  - It is not required that a canopy is set up where alcohol is sold or consumed as long as some sort of enclosure, such as fencing is utilized
- Dials stated that alcohol consumption could be expanded during Ashland World Music Festival, which has been served within Pioneer Hall in the past. The proposed parameters would allow sales to occur in the areas listed above
- Landt recommended including the parking lot adjacent to the Bandshell as an approved area for alcohol sales and consumption
- Dials stated that staff would like to start with a small scope and only allow non-profit (501-c3 organizations) to secure permits
- Black reiterated that prohibition of alcohol in parks as well as the exemptions are identified in municipal code. Staff is seeking to amend the ordinance to allow rules to be made directly by APRC to govern alcohol use in the park

## Public Input

**Maggie Lander of the Lions Club in Ashland** spoke about the direct support that the Lions Club provides to Parks. Lander stated that OLCC requires the point of sale of alcohol to be fenced off. The Lions would also provide wrist bands with hole punches to regulate drink limits. Landers offered to answer questions about their specific event and made assurances that the type of event they are planning will be controlled and will limit alcohol consumption. Jerry Gomez of the Lions Club of Ashland reiterated that they do not want excess consumption of alcohol at their event.

## Commissioner Discussion:

- Lewis recommended that staff consider structuring the policy in a regulated way that may include things that the Lions are considering such as drink limits
- Dials stated that additional comments on the parameters are welcome
- Black stated that one way to move forward would be to approve an ordinance amendment and then work on establishing a set of rules and regulations and clarified the timeline of this process:
  - Once sent to City Council, the amendment process could take three (3) months
  - Staff could work on rules and regulations concurrently
  - Once the ordinance is amended (City Council) and the rules and regulations are in place (APRC), applications could be accepted
- Black stated that staff will bring wording for an ordinance amendment to the Commissioners at the next meeting
- Black stated the Charter indicates that APRC can establish rules for properties that APRC manages. Those rules are then enforced as if they were city ordinance. The ordinance amendment staff is proposing would change it from alcohol being allowed in the specific locations listed in the ordinance to alcohol will be allowed only with the prior approval of the Commissioners. This allowed uses would be established through rules and regulations
- Landt stated that a trial period should be considered to review the rules and regulations once in place

There were no objections to staff continuing working on the Policy and Ordinance Amendment

## V. NEW BUSINESS

### 1. Senior Services Division Fees (Action)

Glatt reviewed the staff report included in the [meeting packet](#). This item included the following points:

- Correction to memo: These fees will go to the City Council on February 4, not January 22
- The following Senior Services Program fees were presented to Commissioners for approval

#### Senior Services Division Fee Schedule for Programs and Services

Broadway Dance for Boomers and Beyond	\$60/8 classes
Broadway Dance 2	\$65/8 classes
Gentle Hatha Yoga for 60+ (new 2019)	\$6/class drop-in or \$20/4 class pass
Gentle Yoga for 60+	\$5/class drop-in or \$15/4 class pass
Tai Chi for 50+ (fee changed Sept 2019)	\$4-5/class
Senior Archery (new pilot 2020)	\$10/class drop-in, includes all materials
Art Class series for seniors (new pilot 2019)	\$115/6 classes, includes all materials
Low-Income Foot Care Clinic	\$20/visit
TouchPass lost card replacement	\$2/card
Photocopies and printed pages	First 5 pages free, then \$0.10/page

- It is now staff's understanding that the City Miscellaneous Fees & Charges should include all Senior Services Division program fees, which has not been the case in the past
- Many of the programs offered are free to seniors. Some classes require a fee which is typically half of the market rate
- Glatt clarified that some instructors are paid directly by participants and are required to pay to rent the room at the Senior Center. Instructors receive payment at less than market value by choice and are doing this to support healthy living for seniors. Rental fees, \$10 per class, for instructors are significantly lower than the standard fee to rent space at the Ashland Senior Center
  - Landt inquired if these rates need to be reported to the City since instructors directly take the fees
  - Black stated that he thinks they do need to be reported to and adopted by the City to comply with state law
  - The \$10 fee for instructors to secure rooms has been evaluated and raised in recent years

- Lewis stated that some may have a perception that APRC is profiting off of seniors and appreciates the transparency of the fee structure and the subsidies provided. Lewis inquired if subsidies are provided for the foot clinic
  - Glatt stated that the market rate for being seen in a private practice foot clinic is \$60. The subsidy offered by the Senior Service Division is provided through donations made by the Soroptimists. Nurses also donate a portion of their time to reduce costs for seniors. Glatt recently secured a sponsorship from Health Net for this program

**Motion:** Landt moved to approve the Senior Service fees as presented. Seconded by Heller.

**Discussion:** None

**Vote:** The vote was all yes.

## 2. Ashland Creek Park Plan Amendment – Basketball Court Location (Informational/Possible Action)

Oxendine reviewed the staff report included in the [meeting packet](#). This item included the following points:

- Oxendine corrected a misstatement in the memo that states: “the original proposed location was to the East of the existing bike shelter.” This should state that it is West of the existing bike shelter. Oxendine identified an additional change to the memo in the Recommendation section where Commission should be changed to Commissioners
- The proposed location for the basketball court was originally identified for the location of a shelter that would contain educational exhibits. The area is currently used by community gardeners as a parking area composed of compacted gravel
- Landt asked for clarification if significant savings will be achieved by using the gravel area to place the court
  - Oxendine confirmed that this would be the case due to the area already containing compacted gravel, which would reduce the cost of site preparation and material purchases
- Heller requested that additional space between the pickleball courts be included
  - Oxendine stated that there is likely a need to include perimeter fencing along the gravel road that would further limit space for the pickleball courts
  - Black stated there may not be room for two courts in the proposed area
- Lewis stated that Commissioners could approve the placement of the court at the new location and allow staff and user groups to work out the design details

### Public Input:

**Patrick Marcus of Ashland** and a community gardener at Ashland Creek Park stated he has been working on the plan for this park since its inception. Marcus spoke in favor of the basketball court but questioned the change of location. Marcus asked Commissioners to honor the ACP Master Plan and keep the basketball court at the original location. Marcus added that building the court in the gravel area would impact the future construction of the educational structure identified in the park plan.

### Discussion:

- Heller stated that pickleball courts are typically surrounded by fencing to keep the ball in the area of play
- Landt inquired if the ACP Master Plan ever identified the gravel area as a parking area for gardeners
  - Black stated this area was never identified as a parking area
- Gardiner advocated to move the courts to the gravel area based on the improvements already made to this area that will make the construction of the court easier and more cost effective. Gardiner also stated that there are other areas in the park where structures could be built to accommodate educational exhibits in the future
- Lewis reiterated the goal in the plan to minimize impervious paving areas and stated that moving the court to the gravel area would help achieve this goal. Lewis stated support for allocating funds in the future for a structure that could house an educational exhibit and locate the structure in another area of the park
- Landt stated the purpose of a vote would be to officially change the ACP Master Plan that was informally done through the goal setting process, where goal 9 stated that the court should be located in the gravel area

**Motion:** Move to change the Master Plan at ACP to move the basketball/pickleball court to the current gravel area. Lewis Seconded

**Discussion:** None

**Vote:** The vote was all yes

Heller and Landt commented about the need for staff to review the site to identify options that could accommodate two pickleball courts.

#### **VI. ITEMS FROM COMMISSIONERS/STAFF**

Landt stated an appreciation for the bi-weekly report that staff sends out to Commissioners. Landt stated that the latest report did not include progress on two goals that were not mentioned

- East Main Park: The public meeting that will be held soon
- Mace Property Trail: Staff has begun work on opening up the right of way and clearing brush on this trail

Gardiner reported on the ASAC meeting held earlier in the day. The Ashland Connector, which is a service provided by RTVD for on-call pick up and drop off in certain locations, will be holding a workshop at the Ashland Senior Center on February 5. The Senior Services Division will also hold a Volunteer Fair at the end of January.

Black reported that the RFP for the pool design closed today. There will be a need to review the qualifications of the contractors and staff will bring a contract forward with a recommendation.

#### **VII. UPCOMING MEETING DATES**

1. APRC Regular Meeting—January 27, 2020
  - Council Chambers, 1175 E. Main St.—7:00 p.m.
2. Recreation Division Advisory Committee—January 16, 2020
  - Lithia Cabin, 340 S. Pioneer St.—4:00 p.m.
3. Current Parks, Conservation and Maintenance Subcommittee—January 21, 2020
  - Lithia Cabin, 340 S. Pioneer St.—3:30 p.m.
4. Golf Course Subcommittee—January 28, 2020
  - Oak Knoll Golf Course, 3070 Hwy 66—2:00 p.m.

#### **VIII. ADJOURNMENT**

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,  
Executive Assistant