

**MINUTES FOR REGULAR BUSINESS MEETING  
ASHLAND PARKS & RECREATION COMMISSION (APRC)  
September 8, 2021  
Electronic Meeting – 6:00 p.m.**

Present: Commissioners Gardiner (Chair), Landt (Vice-Chair), Bell, Eldridge, Lewis; Director Black; Deputy Director Dials; Senior Services Superintendent Glatt, Analyst Kiewel; Manager Sullivan

Absent: None

This meeting was recorded by Rogue Valley Television (RVTV). Links to recorded meetings can be found on the [City of Ashland website](#).

**I. CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**II. APPROVAL OF MINUTES**

APRC Special Business Meeting – July 28, 2021

**Motion:** Landt moved to approve the Minutes from July 28, 2021. Seconded by Lewis.

**Vote:** The vote was all yes

APRC Special Business Meeting – August 4, 2021

**Motion:** Landt moved to approve the Minutes from August 4, 2021. Seconded by Eldridge.

**Vote:** The vote was all yes

APRC Special Business Meeting – August 20, 2021

**Motion:** Landt moved to approve the Minutes from August 20, 2021. Seconded by Eldridge.

**Vote:** The vote was all yes

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

Item *VIII.a Adoption of Statement to Mayor and Council on APRC Funding Issues* was removed from the agenda because complete information is not available at this time.

**IV. PUBLIC FORUM**

None

**V. CONSENT AGENDA**

- a) Ashland Senior Advisory Committee, Member Appointment
- b) Subcommittee Minutes Acknowledgment
  - Recreation Division Advisory Committee – June 17, 2021

**Motion:** Landt moved to approve the consent agenda. Seconded by Bell.

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

**VI. DIRECTORS REPORT**

Director Black reported on the following items:

**Almeda Fire Anniversary**

- Today is the 1-year anniversary of the Almeda Fire

**The East Main Park Community Survey**

- The deadline to take the survey is tonight and it's accessible on the APRC home page

**Registration for fall programs**

- Registration is open and all classes are being held outside or online only
- Fall program guide is online and the reminder postcard reached households earlier in the month

### COVID-19 shutdown of facilities

- COVID-19 is surging in Jackson County. All City of Ashland offices and buildings are closed until further notice
- The governor is requiring masks to be worn in indoor and some outdoor public settings (when 6 feet of distance cannot be maintained)
- COVID-19 exposure has impacted the workforce at both the City of Ashland as well as in Ashland Parks and Recreation. Staff exposure resulted in the early closure of the Daniel Meyer Pool because there were not enough staff to safely operate the pool

### Car Camping

- The City of Ashland Emergency Operations Commander has ceased allowing car camping within parks or on city property. The last operational site was at North Mountain Park. This order went into effect on September 3, 2021

### E-Coli

- Staff received notification that E Coli levels at the wading near the playground in Lithia Park are at unsafe levels. The swim reservoir tested within safe levels. The website is current, and signage is posted at the wading area

### Senior Services Program

- The Senior Center flooring was replaced with durable vinyl planking
- There will be drive through cookout for Seniors and their Families on September 17. This will be a drive-through event, co-sponsored by Ashland Police Department and Maple Ridge Senior Living.

### Japanese Garden

- Concrete for the stream has been poured, which is a significant milestone of the project

## VII. UNFINISHED BUSINESS

### a) Adoption of Statement to Mayor and Council on APRC Funding Issues (Action)

Removed from the agenda

### b) Lithia Park Pickleball Court Stairs Safety Issue (Action)

Black reviewed the information included in the [staff report](#) and displayed images of the stairs to point out where the fence and gates will be installed.



The presentation included the following points:

- This item was first brought to Commissioners on August 4, 2021
- The existing rock steps would be replaced with two concrete steps with a uniform rise and run, creating a safer environment
- A fence would span the area that is currently open to protect users from inadvertently falling down the stairs
- Two gates would be constructed to allow movement between the upper and lower courts. Gates would also be constructed on both levels to facilitate movement through the backstop fence, which will also be extended to fully cross the width of the upper and lower courts
- Lewis and Gardiner agreed that this is the best path forward to address the safety issues with the stairs

- The construction timeline for the stairs and fencing is unclear at this point. Staff is in the process of getting multiple bids and will get the jobs on a schedule as soon as possible
- Black stated there are multiple options being looked into to address the fence that was damaged when a tree fell earlier in the summer, which includes basic repair or replacement with a shorter fence that is typical for pickleball courts
  - Ashland Parks Foundation funds may be available to fund the fence improvements
- Landt stated the “2 times the rise plus the run” calculation should be utilized when constructing the stairs

**Motion:** Landt moved to approve replacement of the steps as outlined by staff. Seconded by Bell.

**Votes:** The votes were all yes

## VIII. NEW BUSINESS

### a) Soroptimist International of Ashland, Non-Standard Memorial Request (Action)

Sullivan reviewed the information included in the [staff report](#). The report and discussion included the following items:

- The Soroptimist International of Ashland is requesting the placement of an inscribed boulder at Garden Way Park celebrating 100 years of the service for the organization and 75 years of service for the Ashland Chapter
- The Current Parks, Conservation, and Maintenance Subcommittee voted to recommend approval on July 29, 2021
- The memorial would become a permanent feature of the park and will be located toward the front of the park near the water fountain
- All direct costs associated with procuring and placing the boulder will be paid for by Soroptimist International of Ashland. The organization will also provide funds if maintenance or repair of the boulder is necessary in the future
- Kathy Mooney, President of Soroptimist International of Ashland, spoke in favor of the request and stated that the organization was instrumental in the development of the park as outlined in the document attached to the [staff report](#)
- The boulder is approximately 15” x 15”
- Landt suggested installing the boulder in such a way that does not increase maintenance requirements for the park

**Motion:** Bell moved to approve the Soroptimist plaque as described by the Soroptimist Society and recommended by staff. Seconded by Lewis.

**Discussion:** Commissioners expressed appreciation for the work the Soroptimists undertake in the community as well as the historical overview of the park prepared by Pat Acklin.

**Vote:** The vote was all yes

### b) Pool Analysis Direction from Commissioners (Possible Action)

Black reviewed the information included in the [staff report](#). The report and discussion included the following items:

- Staff is seeking direction from Commissioners on which evaluations of the pool design should move forward
- The staff report includes evaluations and costs presented by Robertson Sherwood as follows
  - Increased solar power generation on-site to offset other energy requirements to run the pool (Cost \$16,050)
  - Geo-thermal conceptual evaluation and analysis to offset other energy requirements to run the pool (Cost \$8,600)
  - Reducing the size of the pool as a measure to reduce energy costs of running the pool (Cost \$10,750)
- Additionally, staff is seeking clarification of whether or not Commissioners would like to proceed with an evaluation of enclosing the pool in a permanent or seasonal building and the funding needed. Black stated \$7,500 should be sufficient to complete the evaluation
- There is \$255,000 in the CIP (Capital Improvement Project) budget that can be used for pool planning activities
- Once started, it would take four to six weeks for Robertson Sherwood to complete the evaluations on geo-thermal, solar and the smaller pool design. A contract would be completed before work
- Black stated that Commissioners previously approved going forward with the solar evaluation and added that staff reached out to local solar installers and they were unable to provide a quote
- Black clarified that the \$10,750 cost estimate to prepare a design for a smaller pool would include construction and operational cost information would be for cost comparison purposes
  - After discussion, it was determined that an order of magnitude analysis on the costs of a smaller pool would be sufficient for planning and comparison purposes. This would reduce the cost of this evaluation. This analysis would also include on-going maintenance costs based on volume of the pool

**Motion:** Gardiner moved to approve staff to secure consultants to prepare comparisons in cost to resize the pool for \$2,500, solar evaluation and report for \$16,050, geothermal evaluation and report for \$8,600, and evaluate costs to enclose the pool for \$7,500. All approved amounts are considered as “not to exceed amounts.” Seconded by Landt.

**Discussion:** Black clarified that the proposal would provide a comparative energy analysis of the scope and impact of a range of solar array alternatives, for both solar hot water and/or photovoltaic renewable technologies, on the water heating requirements for the proposed expansion. This analysis could then be used to compare the previously prepared heating options. The geothermal analysis would also provide another option that can be compared to all alternatives. The costs associated with all analysis will be included in a single comparison table.

**Vote:** The vote was all yes

### **c) Designated Parking Spaces on Hunter for Senior Center (Action)**

Glatt reviewed the information contained in the [staff report](#) included in the meeting packet which included the following items:

- After hearing about Ashland School District’s plan to change parking for Walker Elementary School, the Ashland Senior Advisory Committee (ASAC) voted to recommend to the Commission that parking spaces on Hunter Court be reserved for Ashland Senior Center patrons to ensure access during open hours
- The part of Hunter Court that runs along the west side of Ashland Senior Center is an important parking area for seniors to access the Center from the side door
- Hunter Court is owned and maintained by APRC which has the legal right to reserve parking spaces
- The spaces would be reserved with signage and possible painted curbs

**Motion:** Lewis moved to designate the spaces along the east side of Hunter Court, from the current “Authorized Vehicles Only” space to the pool parking lot entrance, as reserved for Ashland Senior Center patrons during the Center’s open hours. Seconded by Eldridge.

**Vote:** The vote was all yes

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

Bell requested that an item to discuss funding options for the pool be added to a future meeting agenda. Staff will add this to the lookahead and add it to a future meeting agenda once the energy analysis reports have been completed.

## **X. UPCOMING MEETING DATES**

- a) Ashland Senior Advisory Committee — September 13, 2021
  - Electronic Meeting—3:30 p.m.
- b) APRC Study Session — October 6, 2021
  - Electronic Meeting —6:00 p.m.
- c) APRC Regular Business Meeting — October 13, 2021
  - Electronic Meeting —6:00 p.m.

Gardiner added that the Ashland City Council General Fund Budget meetings have been scheduled and that APRC will be discussed on September 21, 2021.

## **XI. ADJOURNMENT**

The meeting adjourned at 8:01 p.m.

Respectfully submitted

Sean Sullivan, Business Operations Manager