



AGENDA
ASHLAND PARKS & RECREATION COMMISSION
Current Parks, Conservation, and Maintenance Subcommittee
January 12, 2021 – 2:00 p.m.
Electronic Meeting

This meeting will be held electronically. Written testimony will be accepted via email sent to sean.sullivan@ashland.or.us. Please include “**Public Testimony for January 11 Current Parks Subcommittee Meeting**” in the subject line. Written testimony submitted before Monday, January 11, 2021, 9:00 am will be made available to Subcommittee Members before the meeting. All testimony will be included in the meetings minutes.

Oral Testimony will be taken during the electronic public meeting. If you wish to provide oral testimony, send an email to sean.sullivan@ashland.or.us before Monday, January 11, 2020, 9:00 am. Please provide the following information: 1) make the subject line of the email “**January Speaker Request**”, 2) include your name, 3) the agenda item on which you wish to speak on, 4) specify if you will be participating by computer or telephone, and 5) the name you will use if participating by computer or the telephone number you will use if participating by telephone. Staff will provide information necessary to join the meeting upon request.

CALL TO ORDER

APPROVAL OF MINUTES

- Current Parks, Conservation, and Maintenance Subcommittee – March 3, 2020

PUBLIC PARTICIPATION

- Open Forum

BUSINESS

- Standard Memorial Approval (Action) – *Background information included in packet*

ADJOURNMENT

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 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.

MINUTES
ASHLAND PARKS & RECREATION COMMISSION
Current Parks, Conservation, and Maintenance Subcommittee
March 3, 2020
Lithia Cabin 340 S. Pioneer

Present: Commissioners Bell, Lewis; Superintendent Oxendine; Assistant Sullivan

Absent: Director Black; Supervisors Miller, Minica

CALL TO ORDER

Lewis called the meeting to order at 2:14 p.m.

APPROVAL OF MINUTES

Current Parks, Conservation, and Maintenance Subcommittee – January 21, 2020

Motion: Lewis moved to approve the minutes from January 21, 2020. Seconded by Bell.

Vote: The vote was all yes.

PUBLIC PARTICIPATION

Joanne Eggers of Ashland spoke regarding the application of glyphosate at the North Mountain Park (NMP) ballfields and inquired if there has been a statement released by APRC.

Oxendine stated that signs were posted at the NMP ball fields to notify the public that glyphosate will be sprayed on the fields as permitted by the [Integrated Pest Management Policy](#). A light application was used on specific areas of the fields. Oxendine has received multiple communications from the public and has responded directly to everyone to address their concerns and provide information about the IPM and the application of glyphosate. Oxendine states that future sprays could include additional future outreach and public education.

BUSINESS

Standard Memorial Approval (Action) – *Background information included in packet*

Sullivan reviewed the staff report included in the meeting packet. A standard memorial request by Jennifer Burris was submitted to APRC seeking to install a plaque on an existing wooden picnic table in Lithia Park. The request would secure the memorial for 60 years at the cost of \$4,950.

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

Vote: The vote was all yes.

Historical Features Preservation Plan Discussion (Informational) – *Background information included in packet*

Oxendine reviewed the staff report included in the meeting packet. The item included the following points:

- There are a significant number of historical features in the park that are sometimes not maintained on a regular basis
- Some of these items have been identified the Lithia Park Master Plan
- Staff would like to put together a plan to ensure that historical features within the park system are properly preserved
- A plan would include the following components
 - Inventory of historical features
 - Record current conditions
 - Determine repair costs
 - Identify potential funding sources
- Lewis suggested staff contact George Kramer to identify contractors who are qualified to repair the Triangle Park pavilion.

- Bell suggested issuing a bond from time to time to cover repairing historical features
 - Oxendine stated that many facilities and features in the parks system are falling into the deferred maintenance category and suggested the creation of a deferred maintenance fund
 - Oxendine stated a personal and professional responsibility to ensure that historical features in the park in good condition
 - Sullivan suggested that APF could be a funding source for many of the historical items identified in the protection plan
- Oxendine stated that staff will work on drafting a more complete list of historical features that could be reviewed at a future meeting
- Lewis stated that many of these items will be reviewed again when the recommendations listed in the Lithia Park Master Plan are prioritized

Water Conservation Update (Informational) – Staff will provide a verbal update on a staff level meeting held on 2/27/20

Oxendine gave a report on a staff level water conservation meeting and provided a handout (see [attachment I](#)). The report and discussion included the following points:

- Staff leadership recently met to get a better handle on water costs and water consumption
 - The meeting also consisted of a brainstorming session that identified challenges and opportunities as identified in the handout
- Oxendine spoke about the potential to install infrastructure to transition from City Water to TID water where applicable. The City Water Conservation Office has offered to work on identifying grants to transition to TID
 - The staff is reviewing opportunities to convert Clay Street Park & Ashland Creek Park to TID
- Oxendine stated that there is potential to partner with the City which manages the cemetery adjacent to Hunter Park to tap into TID as a joint venture to irrigate both properties
 - Bell suggested moving forward with exploring the feasibility of this project

Fuel Audit (Informational) – This is item is a continuation of past discussions. Background information has not been provided

Oxendine provided a verbal update on the fuel audit which included the following points:

- Oxendine is working on a proposal to install devices on APRC vehicles that would be able to collect data on vehicle use and fuel consumption
- The data that is collected by the City for fuel consumption is incomplete because users were not inputting odometer readings
- Lewis stated that staff should report on the feasibility of transitioning away from gas vehicles and equipment

SET NEXT MEETING DATE / TIME / PLACE

Oxendine will propose a date for the next meeting via email to be held in mid-April

ADJOURNMENT

The meeting was adjourned at 3:30 p.m.

Respectfully Submitted,
Sean Sullivan, Executive Assistant

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

541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

PARKS COMMISSIONER STAFF REPORT

TO: Current Parks, Conservation, and Maintenance Subcommittee
FROM: Sean Sullivan, Executive Assistant
DATE: December 3, 2020
SUBJECT: Standard Memorial Requests

The Parks Memorial Policy allows for the placement of standard memorials on park amenities such as benches and tables and grants authority to the Current Parks, Conservation, and Maintenance Subcommittee to grant final approval to standard memorial requests. Amenities eligible to be dedicated as a standard memorial and the donation amount required to secure a dedication for a 10-year period is outlined in the [Standard Memorial Administrative Procedures](#) document.

When dedicated, the amenity is refinished and a 1"x4" plaque is installed on the amenity. Standard memorials can be dedicated in 10-year increments. Once the timeline for the dedication has expired, the initial donor will be offered first right of refusal before making the amenity available to someone else for dedication.

A number of standard memorial requests have been submitted since the Current Parks, Conservation, and Maintenance Subcommittee last met in March. Please see the summary of the requests below:

Applicant: Dennis Powers (3 dedications)
Amenity Type: Existing Wood Table
Location: Lithia Park – Creekside Near Bandshell
Years Dedicated: 20
Donation Amount: \$1,700

Plaque Text:
To my SOU Colleagues,
Past and Present
Dr. Dennis M. Powers

Amenity Type: Existing Wood Table
Location: Lithia Park – Hillside Near Bandshell
Years Dedicated: 20
Donation Amount: \$1,700

Plaque Text:
To Lithia Park—
With fine memories!
Dennis and Judy Powers

Amenity Type: Existing Wood Table
Location: Lithia Park – Tennis Court Lawn
Years Dedicated: 10
Donation Amount: \$850

Plaque Text:
In Loving Memory
of Dorothy & Ed Powers
Dennis Powers

Total Powers Donation: \$4,250

Applicant: Paul Lowes
Amenity Type: Existing Wood Bench
Location: Nature Center Butterfly Garden
Years Dedicated: 10
Donation Amount: \$750

Plaque Text:
In Loving Memory of Betty Lowes
“She Loved These Gardens”

Applicant: Britt Feltner
Amenity Type: Existing Wood Bench
Location: Oak Knoll Golf Course
Years Dedicated: 10
Donation Amount: \$750

Plaque Text:
In Memory of Tony Parent
“Go Cards”

Applicant: Patty Wixon & Ruby Whalley
Amenity Type: Existing Wood Bench
Location: NMP Nature Play Area
Years Dedicated: 10
Donation Amount: \$750

Plaque Text:
Honoring This Place in the World
Ruby Whalley & Patty Wixon

Applicant: Gerald Lorentz
Amenity Type: Existing Wood Bench-Steel Frame
Location: Bluebird Park
Years Dedicated: 10
Donation Amount: \$1,000

Plaque Text:
Charles Bigelow Defined Professionalism

Applicant: Lisa Wallace
Amenity Type: New Wood Bench
Location: Nature Center Heirloom Garden
Years Dedicated: 10
Donation Amount: \$1,000

Plaque Text:
In Loving Memory of
Mary Ann Wallace

The total donation amount for requests is \$8,500.

Possible Motion: I move to approve the standard memorial requests as proposed submitted.