

MINUTES
ASHLAND PARKS & RECREATION COMMISSION
Current Parks, Conservation, and Maintenance Subcommittee
December 7, 2021 – 2:00 p.m.
Electronic Meeting

Present: Commissioners Bell, Lewis; Director Black; Supervisors Casale, Miller; Manager Sullivan

Absent: Supervisor Minica

CALL TO ORDER

Lewis called the meeting to order at 2:00 p.m.

APPROVAL OF MINUTES

Current Parks, Conservation, and Maintenance Subcommittee – July 29, 2021

Motion: Bell moved to approve the Minutes from June 3, 2021. Seconded by Lewis.

Vote: The vote was all yes.

PUBLIC PARTICIPATION

[Written comments](#) were received prior to the meeting and distributed to committee members

BUSINESS

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

Staff received requests from three people, as outlined in the [staff report](#), to secure a standard memorial for four existing tables and one existing bench in Lithia Park. One of the tables will be secured for a 20-year period, requiring the donated amount to be doubled.

Staff recommends approval of all requests.

Motion: I move to approve the standard memorial requests as submitted by staff. Seconded by Lewis

Vote: The vote was all yes

Sullivan noted that the prices for some standard memorials have been reviewed and adjusted accordingly (increased) per the memorial policy.

- **Irrigation Controller Estimate for all Parks (Information) - *Background information included in packet***

Black stated the irrigation controller for Lithia Park and North Mountain Park is moving forward. At a recent Parks Commission meeting, Commissioners asked what the cost would be to upgrade the entire park system. Staff has reviewed current costs and has put together an estimate (likely to increase when the order is actually placed) and a timeline (as noted on the next page and in the [staff report](#)).

Irrigation Controller Build Out Estimate

FY 22 Upgrade - 2 Parks (Lithia / NMP)	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
FY22 - Equipment	\$ 78,840	13	5	\$ 4,355.00
FY 22 - Install	\$ 65,480			
FY 22 - Total	\$ 144,320	13	5	\$ 4,355

FY24 Upgrade - 6 Parks (Estimate)	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
FY24 - Equipment	\$ 58,173	6	6	\$ 2,010.00
FY 24 - Install	\$ 60,590			
FY 24 - Total	\$ 118,764	6	6	\$ 2,010

FY25 Upgrade - 8 Parks (Estimate)	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
FY24 - Equipment	\$ 75,050	8	8	\$ 2,680.00
FY 24 - Install	\$ 79,504			
FY 24 - Total	\$ 154,554	8	8	\$ 2,680

Total Project Upgrade	Cost	Clock Count	M Valve/Flow Count	Subscription (\$335/Clock/Yr)
Total Project Costs	\$ 417,637	19	19	\$ 9,045

- **Zero Waste Policy Discussion (Information) – *In meeting discussion***

Black stated that establishing a policy is a good idea and suggested that the Recreation Division Advisory Committee (RDAC) develop this ordinance since this policy will be most relevant to the Recreation Division because that division is responsible for managing events. The Current Parks, Conservation, and Maintenance Subcommittee would be welcome to provide input on the policy and reiterated that RDAC seems to be best suited to the task.

Lewis noted that reusable dishware is already used at the Salmon Festival and would like to see this practice extend to all APRC and City of Ashland events to reduce the amount of single use utensils and dishware.

- **Items from Subcommittee Members/Staff (Information) – *In meeting discussion***

Miller reported that the use of the electric mowers is going well.

Black noted that some facilities may be opening to the public as the situation allows.

Bell referenced the public comment regarding maintenance and noted that funds continue to be reduced which impacts the level of maintenance that can be provided to the public.

ADJOURNMENT

The meeting adjourned at 2:37 p.m.

Respectfully submitted
Sean Sullivan, Operations Business Manager