



AGENDA
ASHLAND PARKS & RECREATION COMMISSION
Current Parks, Conservation, and Maintenance Subcommittee
November 29, 2022 – 2:30 p.m.
Electronic Meeting

This meeting will be held electronically. To view the meeting via Zoom webinar, register here:
https://zoom.us/webinar/register/WN_3WGdt7eJRzq3wnCAo21gnQ

Written testimony will be accepted via email sent to sean.sullivan@ashland.or.us. Please include “**Public Testimony for Current Parks Subcommittee Meeting**” in the subject line. Written testimony submitted before Monday, November 28, 2022, 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 Tuesday, November 29, 2022, 9:00 am. Late requests will be honored if possible. Please provide the following information: 1) make the subject line of the email “**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 – May 31, 2022

PUBLIC PARTICIPATION

- Open Forum

BUSINESS

- Non-Standard Memorial Request – Lithia Park Redwood Bench (Action) - *Background information included in packet*
- Non-Standard Memorial Request – Lithia Park Lower Duck Pond (Action) - *Background information included in packet*
- Standard Memorial Requests (Action) – *Background information included in packet*
- Parks Memorial Policy Amendment (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
May 31, 2022 – 1:00 p.m.
Electronic Meeting

Present: Commissioners Bell, Lewis; Manager Sullivan

Absent: Director Black; Supervisors Casale, Miller, Minica

CALL TO ORDER

Bell called the meeting to order at 1:00 pm

APPROVAL OF MINUTES

Current Parks, Conservation, and Maintenance Subcommittee – December 7, 2021

Motion: Lewis moved to approve the minutes from December 7, 2021. Seconded by Bell.

Vote: The vote was all yes.

PUBLIC PARTICIPATION

None

BUSINESS

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

Sullivan presented the memorial request as outlined in the [staff report](#).

Applicant: Sandra Fletch

Amenity Type: Existing Drinking Fountain

Location: Lithia Park – Pickleball Courts

Years Dedicated: 10

Donation Amount: \$3,225

Plaque Text:

In Loving Memory of

Brian Erskine Fletcher

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

Vote: The vote was all yes

OTHER ITEMS

None

ADJOURNMENT

The meeting adjourned at 1:05 p.m.

Respectfully submitted

Sean Sullivan, Operations Business Manager

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
Leslie Eldridge
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, Business Operations Manager

DATE: November 28, 2022

SUBJECT: Nonstandard Memorial Request – Lithia Park Redwoods Bench

The Parks Memorial Policy allows for the placement of non-standard memorials on park amenities and authorizes the Current Parks, Conservation, and Maintenance Subcommittee to provide a recommendation to the full Parks Commission for final approval. All non-standard memorial requests are handled on a case by case basis, per the [Parks Memorial Policy](#).

The following non-standard memorial proposal was recently submitted by Tom Marks Ladd for consideration. The proposal (attached for reference) calls for the construction of a bench, made out of a redwood slab, between two redwoods trees across from the pickleball courts. The redwood slab and most of the labor would be donated. APRC is being asked to assist with installation and to supply temporary support posts.

The bench would be dedicated to Taliesin Myrddin Namkai-Meche, who was raised in a house across from Lithia Park. Taliesin's life was taken on a Portland MAX train when he intervened to help two teenage girls who were being threatened with violence because one was wearing a hijab.

The inscription on the bench would read:

Tell everyone on this train, I love them!! Taliesin Myrddin Namkai-Meche - DATE

The bench would remain in place and would be maintained by APRC for 75 years or as long as the bench is safe to use. The proposal asks for "...this to be a cooperative no cost project. "Taliesin Myrddin Namkai-Meche is a local Hero and represents the spirit of true kindness. Working together to honor his legacy without an exchange of funds feels fitting."

Staff is seeking a recommendation on the proposal to forward to the full Parks Commission for consideration

Lithia Park Memorial Project

WE CHOOSE LOVE

Taliesin Myrddin Namkai-Meche



Proposal: To establish a memorial bench to Ashland born and raised Hero and Warrior of Light Taliesin Namkai-Meche in the redwoods (photos below) of Lithia Park. Taliesin was raised in an old Victorian house across from Lithia park and spent many a day tromping, swimming, and climbing in its glory before his tragic death on a Max Train in Portland, Oregon protecting two women from a lunatic. The following is an excerpt from an article in the Reed College magazine where Taliesin was a student at the time of his death.

It was Friday, May 26, the first day of Ramadan, the holiest time of the year for Muslims. **Taliesin Myrddin Namkai-Meche '16** was riding in a Portland MAX train when a man got on board and began harassing two teenage girls, one of whom was black and the other

who wore a traditional Muslim hijab. As the man escalated his rant about how Muslims should die, Taliesin cut short his phone conversation with his aunt. He had to help the girls; the man was out of control. He and two other passengers stepped forward to intervene when the man, Jeremy Christian, pulled a knife from his pocket, and repeatedly slashed them before fleeing the train at the next station. He was later apprehended and charged with murder.

[Full Reed College Article 2016](#)

Location: Redwood trees up the path from the Japanese garden (see photos)



Bench: Will be a redwood slab approx 10 ft long by 4 ft wide and 3 in thick provided and handcrafted by Taliesin’s best friend Alex Landt and Co. The slab would be custom cut to fit into the contours of the existing trees as much as possible and would be supported by temporary posts provided by the Parks Dept. The temporary posts would be removed once the installation is embraced by the trees it is placed between. The bench would eventually become a natural bridge between the two trees.

Estimated Value: \$1,100

Estimated Value of Installation provided by our team: 10 labor hours=\$500

Wording on Plaque: No metal Plaque required. Engraved into the redwood bench would be the words “Tell everyone on this train, I love them!!” along with his name and date.

Plaque Size: None

Time length of Memorial: 75 years, or as long as the bench remains integral and safe

Donation Amount: We request that this be a cooperative no cost project. Taliesin Myrddin Namkai-Meche is a local Hero and represents the spirit of true kindness. Working together to honor his legacy without an exchange of funds feels fitting. We will raise the funds

to furnish almost all the materials and furnish the bulk of the labor. Ashland Parks would help set the bench and oversee the project.

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, Business Operations Manager

DATE: November 28, 2022

SUBJECT: Nonstandard Memorial Request – Lithia Park Lower Duck Pond Plaque

The Parks Memorial Policy allows for the placement of non-standard memorials on park amenities and authorizes the Current Parks, Conservation, and Maintenance Subcommittee to provide a recommendation to the full Parks Commission for final approval. All non-standard memorial requests are handled on a case by case basis, per the [Parks Memorial Policy](#).

The following non-standard memorial request was recently submitted by Jossie Ivanov for consideration. A donation of \$25,000 would be made to install a 9x12 plaque on a rock at the Lower Duck Pond. The funds would be used to partially fund the filtration and circulation system at the pond.

The proposal requests the installation of a plaque at the Lower Duck Pond in dedication to Mary and Dick Mastain. A donation of \$25,000 would be accepted to upgrade the Lower Duck Pond filtration and circulation system. A recent quote was secured that estimates the total cost of the upgrade at approximately \$32,000. This dedication was initially proposed over 2 years ago with a donation of \$10,000. Since that time, the scope of the upgrade changed and will cost more than originally expected. Ivanov has since increased the proposed donation from \$10,000 to \$25,000. The plaque would be installed on a boulder adjacent to the bench that is accessed from the "Feast or Will Lawn" (see image below for reference).

The proposed wording on the plaque would read as follows (see image below for reference):

Mary and Dick Mastain
Friends to the creatures of
Lithia Park
70 years together:
swans mate for life

Staff is seeking a recommendation on the proposal to forward to the full Parks Commission for consideration

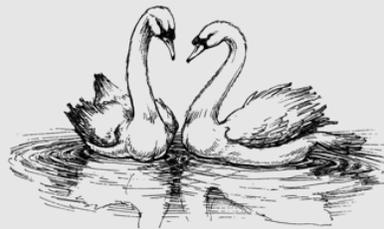
Proposed location in Lithia Park at the Lower Duck Pond (outline not to scale)



Proposed Plaque

Mary and Dick Mastain
Friends to all the creatures of
Lithia Park

70 years together:
swans mate for life



ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
Leslie Eldridge
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, Business Operations Manager
DATE: November 28, 2022
SUBJECT: Standard Memorial Requests

The [Parks Memorial Policy](#) allows for the placement of standard memorials on park amenities such as benches and tables and authorizes 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 a bench or table is dedicated, the amenity is affixed with a 1" x 4" plaque. 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.

Two standard memorial requests have been submitted since the Current Parks, Conservation, and Maintenance Subcommittee last met in May 2022. Please see the summary of the requests below:

Applicant: Sharon Danaher
Amenity Type: Existing Wood Table
Location: Lithia Park – Creekside Lawn
Years Dedicated: 10

Donation Amount: \$1,025
Plaque Text:
Trever Mejia - Superhero
Always Here

Applicant: Marc Allen
Amenity Type: Existing Wood Table
Location: Lithia Park – Upper Duck Pond
Years Dedicated: 10
Donation Amount: \$1,025

Plaque Text:
In Loving Memory
William & Amparo Allen
Arthur & Ann Schager

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

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
Leslie Eldridge
Jim Lewis
Julian Bell



Michael A. Black, AICP
Director

541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

TO: Ashland Parks and Recreation Commissioners
FROM: Sean Sullivan, Business Operations Manager
DATE: November 28, 2022
SUBJECT: Signs, Plaques, and Memorials Policy Amendment Discussion

An amendment to the APRC Memorial Policy was approved on [November 25, 2019](#). The approved amendment included the following change:

- Established the authority of the Current Parks, Conservation, and Maintenance Subcommittee to approve standard memorial requests and make recommendations on nonstandard memorial requests to Commissioners for final consideration

Staff would like the subcommittee to consider amending the APRC memorial Policy to allow the Director to approve standard memorial requests. No changes to the nonstandard memorial process are being sought.

Since the policy was amended in 2019, the Current Parks, Conservation, and Maintenance Subcommittee has been presented with 20 requests and approved all 20 with no alterations to the requests required.

The standard memorial program has collected over \$20,000 in donations that directly improve amenities in need of refurbishment and also provides funds for smaller deferred maintenance projects. Staff supports continuing the program. Providing the APRC Director with the authority to approve standard memorial requests will streamline the process and reduce the number of staff hours that go into administering the program.

Proposed changes to the policy are displayed in track changes on pages 3 and 4.

Staff is seeking a recommendation of the proposed amendments to the APRC Memorial Policy to forward into Commissioners for consideration.



**Ashland Parks and
Recreation Commission**

COMMISSION POLICY

TITLE	PARKS MEMORIAL POLICY	PAGE 1 of 5	POLICY No. CP.P.2004.08.23
EFFECTIVE DATE	8/23/2004	REVISED DATE	11/25/2019

PARKS MEMORIALS POLICY

I. Introduction:

Many individuals and groups have contributed resources and time to Ashland's parks. The Ashland Parks and Recreation Commission (APRC) appreciates and encourages such contributions and strongly urges those wishing to commemorate persons, groups or events to consider making a contribution without requiring a physical memorial. A guiding principle is for the park itself to be the showpiece or center of activity, rather than a site containing memorials.

This statement of policy and guidelines is designed to:

1. Provide specific criteria for design and placement of memorials
2. Establish a clear and consistent process for application, review, approval and implementation of all proposals
3. Define ongoing maintenance responsibilities of the donor and of the Parks Division

II. Policy:

Consideration will be given to proposals to install memorials on APRC managed lands under one or more of the following circumstances:

- A.** When the memorial proposed has been located, selected and purchased following the standard parks memorial program, as outlined in the Standard Park Memorials Administrative Procedure document maintained by staff.
- B.** When the feature will enhance the park and be in character with the purpose for which the park was created.
- C.** When the person or group memorialized has contributed significantly to the mission of APRC.
- D.** When the memorial has a sense of timelessness; that is, it will be meaningful to both current and future generations of parks patrons.
- E.** When a donation is made that constitutes more than fifty-percent (>50%) of the cost of the acquisition of a park, park feature or facility or greater than fifty-percent (>50%) of the resources required for the development of a park, park feature or facility.

Note: *Complying with some or all of the above policy elements does not automatically secure approval.*

TITLE PARKS MEMORIALS POLICY	Page 2 of 5	POLICY No. CP.P.2004.08.23
------------------------------	-------------	-------------------------------

III. Criteria and Rationale

- A. Ashland's parks are established to provide areas or structures for organized active recreation, trails, open space, aesthetic benefits and environmental protection and enhancement. Memorials will be in character with and not detract from the purpose of the park or facility.
- B. There must be justification for the existence and location of all memorials.
- C. The preferred location for a memorial is inside or immediately adjacent to a structure such as a building or parking area or entrance to a structure or trail. Development of a trail, renovation of a feature or structure or restoration of a natural area may be acknowledged by a sign or plaque within its access or parking area or within or on an existing structure.
- D. Memorials placed outdoors should be part of a landscape design plan and carefully incorporated so as to be part of the fabric of the site, rather than a feature of the site.
- E. Memorials to individuals may be incorporated into structures or amenities approved by the subcommittee. A newly installed park structure or amenity may be considered for a particular site if the park plan designates the need.
- F. Memorials related to community history or natural history may be placed in accordance with the park plan, if one exists, or by approval of the subcommittee.
- G. A conservative approach will be taken regarding requests for memorials in Lithia Park in order to preserve its natural and historic character.
- H. The donation amount required to establish a memorial will include the actual costs of installing the memorial as well as maintenance costs associated with the memorial itself and general parks maintenance activities. Costs for standard memorials identified in the Standard Park Memorial Administrative Procedure document shall be assessed at the beginning of the second year of each biennium and may also be adjusted on an as needed basis to reflect rising material costs.

IV. Memorials that may be considered:

A. **Historic Events**

Events significant to the park's formation or development or in the development to the region of town in which the park is located.

B. **Persons, Groups or Organizations**

Community members, groups or organizations that were influential in promoting, developing or preserving parks and recreation locally or regionally, as well as those who have contributed in other ways to the Community of Ashland.

TITLE	PARKS MEMORIALS POLICY	Page 3 of 5	POLICY No. CP.P.2004.08.23
-------	------------------------	-------------	-------------------------------

C. Structures

Commemorating the roles of individuals, such as designers, government agencies and others in the development and construction of new structures located in the park.

V. Monument Types:

A. Standard Memorials: Guidelines for standard memorial types and plaques are outlined in the Standard Park Memorial Administrative Procedures document.

B. Nonstandard Memorials: Parks staff will maintain a current needs list of potential non-standard memorials such as bridges, gazebos, trails, paths, picnic shelters, sports courts and other park amenities. All locations, types of materials and any other considerations will follow all parks policies and standards. Plaques made of permanent materials such as bronze, other metals or stone may be mounted in walls, in paving, or on cast concrete or can be attached to the donated item.

C. All proposed memorials not specifically mentioned in A and B above shall be processed as nonstandard memorials.

VI. Application Process

A. Parties involved:

1. Donor: Individual or group proposing a memorial.
2. Director: The APRC Director (or designee) has the authority to approve Standard Memorials based on standards within this policy and the Standard Park Memorial Administrative Procedures document
- ~~3~~2. Subcommittee: A memorial review subcommittee shall be formed to review proposals regarding memorials. The subcommittee shall be comprised of a minimum of two Commissioners and may include other appropriate persons. The subcommittee reviews proposals in accordance with standards described herein, ~~approves standard memorials~~ and makes recommendations on non-standard memorials to the Commission.
- ~~4~~3. Commission: Commissioners approve or deny non-standard memorial proposals, at a business meeting.

B. Process:

1. For Standard Memorials:
 - a. The donor will follow the process outlined in the Standard Park Memorial Administrative Procedures document.
 - b. ~~The subcommittee~~The Director (or designee) will review all requests for compliance with this policy and the guidelines found in the Standard

Commented [SS1]: This document would need to be updates

TITLE PARKS MEMORIALS POLICY	Page 4 of 5	POLICY No. CP.P.2004.08.23
------------------------------	-------------	-------------------------------

Park Memorial Administrative Procedures and has the authority to grant final approval.

2. For Non-standard Memorials:

- a. The donor will review this policy statement and submit a preliminary proposal in writing to APRC and will be reviewed by the Director for submission to the subcommittee.
- b. The proposal must indicate who or what is being commemorated, the type of memorial desired, the preferred location, maintenance considerations and justification for the request.
- c. The subcommittee will review proposal and make a recommendation to the Commission.
- d. Commissioners will approve or deny the proposal.

VII. Installation

Upon final approval of the memorial proposal, it becomes the donor's responsibility to coordinate and finance the fabrication, delivery and installation of the plaque or memorial with APRC staff. Any changes to standard memorials must be approved by the subcommittee prior to installation of the memorial. Substantive changes to nonstandard memorials must be approved by the Commissioners.

The Parks Superintendent inspects the memorial before and after installation to ensure that all the conditions of approval have been met.

VIII. Removal, Replacement and Expiration

APRC reserves the right to move, remove or replace any memorial within any property under its jurisdiction for any reason.

If the memorial becomes damaged beyond repair, an attempt will be made to contact the donor to repair or replace the item, or it may be removed.

After a period of ten years, standard memorials will expire and become available for rededication. The donor who initially established the expired memorial will be contacted when possible and be provided an opportunity to re-dedicate the memorial by donating the amount identified for existing memorials in the Standard Park Memorial Administrative Process document without going through the formal approval process.

Any Standard Memorial plaques removed after the 10-year period will be moved to a central location in Lithia Park.

The expiration of nonstandard memorials will be handled on a case-by-case basis.

IX. Date of Effect of these Guidelines

The guidelines become effective upon adoption by Commissioners.

Approved: _____ Date: _____
Mike Gardiner, APRC Chair

TITLE PARKS MEMORIALS POLICY	Page 5 of 5	POLICY No. CP.P.2004.08.23
-------------------------------------	---------------------------	--------------------------------------

Approved, as to form: _____ Date: _____
David Lohman, City Attorney

Revision History

Revisions approved on December 8, 2008
Revisions approved on December 23, 2013
Revisions approved on November 25, 2019