



**AGENDA FOR REGULAR BUSINESS MEETING**  
**ASHLAND PARKS & RECREATION COMMISSION**

November 9, 2022

Electronic Meeting – 6 p.m.

To view or listen to the meeting or to provide public input, see public participation instructions on page 2

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
  - a) APRC Special Business Meeting – October 5, 2022
  - b) APRC Regular Business Meeting – October 12, 2022
- III. ADDITIONS OR DELETIONS TO THE AGENDA
- IV. PUBLIC FORUM
- V. DIRECTORS REPORT
- VI. BUSINESS
  - a) Major Maintenance / Rehabilitation of the Pool for Current Operational Needs (Action)
  - b) Parks and Open Space Map Subcommittee Update (Information)
- VII. ITEMS FROM COMMISSIONERS/STAFF
- VIII. UPCOMING MEETING DATES
  - a) APRC Regular Business Meeting—December 7, 2022
    - Council Chambers—6 p.m.
- IX. 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](http://www.ashland.or.us).

## Public Participation Instructions

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This meeting will be held electronically. The public can view on Channel 9 or Channels 180 and 181 (for Charter Communications customers) or live stream via [rvtv.sou.edu](http://rvtv.sou.edu) - select RVTV Prime.

Written testimony will be accepted via email sent to [sean.sullivan@ashland.or.us](mailto:sean.sullivan@ashland.or.us). Please include "**Public Testimony**" in the subject line. Written testimony submitted the Tuesday before the meeting by 11:00 am will be made available to the Parks Commissioners 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](mailto:sean.sullivan@ashland.or.us) the Tuesday before the meeting by 11:00 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.

**MINUTES FOR STUDY SESSION**  
**ASHLAND PARKS & RECREATION COMMISSION**  
October 5, 2022  
Electronic Meeting – 6 P.M.

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

Absent: Acting City Attorney McGeary

This meeting was recorded and uploaded to the APRC YouTube Channel: <https://www.youtube.com/watch?v=Fu8yIS-OTMY>

**I. CALL TO ORDER**

Landt called the meeting to order at 6 p.m.

**II. Public Forum**

None

**III. CITY ATTORNEY REPORT ON CITY COUNCIL/CITY MANAGER AUTHORITY RESPECTING PARKS AND RECREATION**

Landt moved onto items later in the agenda because McGeary was not present at the start of the meeting.

McGeary was not present after the following agenda items were completed. Landt directed staff to schedule McGeary for the October 12, 2022, Business Meeting.

**IV. BLUEBIRD PARK SEATING AND ALCOHOL SERVICE – CALLE POLICY EXTENSION**

Dials reviewed the [staff report included in the meeting packet](#) which included the following points

- Staff recently brought a proposal to Commissioners from a restaurant owner adjacent to Bluebird Park that would allow outdoor seating and alcohol service
- While undertaking due diligence on the feasibility of this request, staff determined that Bluebird Park was purchased with Land, Water Conservation Funds (LWCF)
- The use requested by the restaurant owner does not comply with the LWCF Act (see relevant section below), which would require replacement of the property which is not advantageous to APRC

*Conversion policy. The LWCF Act requires the States to operate and maintain by acceptable standards the properties or facilities acquired or developed for public outdoor recreation use. Further, Section 6(f)(3) of the LWCF Act (now codified at 54 U.S.C. § 200305(f)(3)) and its implementing regulations at 36 C.F.R. Part 59 requires that no property acquired or developed with LWCF assistance shall be converted to other than public outdoor recreation uses without the approval of the Secretary of the Interior, and only if the Secretary finds it to be in accordance with the then existing SCORP and only upon such conditions as the Secretary deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location. Parks or recreation areas acquired or developed with LWCF assistance (in whole or part) are now referred to as "LWCF-assisted areas" and/or "LWCF boundary*

- In light of this new information, staff is not planning on pursuing this proposal further unless otherwise directed by Commissioners. The restaurant owner has been updated with this information

Discussion:

- Dials clarified that SCORP, referenced in the memo, stands for State Comprehensive Outdoor Recreation Plan
- Landt would like to see a policy in place before other proposals come before Commissioners having to do with commercial uses of park land
  - Eldridge stated concern with putting up obstacles to seek permission for outdoor seating
  - Landt stated a policy could state that expanding commercial use in a parking lot could be more desirable than commercial uses in area perceived as parks lands

- Bachman stated support to get a framework in place for public land uses and that more due diligence should be undertaken when entertaining these types of requests
- Landt clarified that Landt is not requesting any movement on the creation of a policy at this time

There were no objections to cease looking into this request

## V. PARKS AND OPEN SPACE MAP SUBCOMMITTEE UPDATE

Black displayed the [Parks, Trails, and Open Space Program map](#) and provided the following information:

- The Parks Commission Chair formed an Open Space Subcommittee to review the current Parks, Trails and Open Space Program, included within the City of Ashland Comprehensive Plan, and make recommendations for amendments
- The program identified lands that were recommended for acquisition for parks and open space
- Black stated that the map was reviewed in [2012 as a "light update"](#), but those updates were never officially approved to amend the comprehensive plan. The subcommittee will be seeking an amendment to the comprehensive plan as part of this process
- Black noted that the comprehensive plan calls for a park within a ¼ mile of all residents, which has largely been achieved and this reduces vehicle traffic to and from parks
- The work of the subcommittee is ongoing, but so far, the group is recommending a little over 261 acres of lands identified for acquisition should be removed from the map in an effort to display that there is less of a need to acquire some of the properties
- Black displayed a [working map](#) with properties shaded:
  - **Purple properties** – No longer seeking acquisition (remove from program map)
  - **Green properties** – Existing APRC Parks Properties
  - **Red properties** – Divestment properties (APRC to seek sale of property)
    - Examples include small parcels on Nutley and Granite and near Riverwalk
  - **Hatched Areas** – Park properties to acquire (Black noted that if any given one of these parcels is developed, a portion of it would be desired for park lands, trails, etc., but the entire parcel would not be needed as a park)

Landt provided the following statements

- There are less than 30 acres of property to acquire and reiterated that 261 acres are being recommended for removal
- When the plan was first developed there were far fewer parks, so more total acres were identified on the map than needed so it would be possible to act when desirable properties became available
- Some parcels were initially identified to implement plans that have changed such as a parcel that would have facilitated golf course expansion. This is no longer being pursued
- Billings Ranch is also being removed because potential uses that were initially identified are no longer desired (e.g., golf course or city farm)
- There is one piece of property that could be a neighborhood park, but is dependent upon the Mistletoes/Crowson area being developed
- Having a park within a ¼ miles of every resident is exceptional. This is an equity issue. Often parks are located in more affluent areas, which is not the case here because of the completion of this goal
- Members of the subcommittee include Commissioner Eldridge, former Commissioner and resident Joanne Eggers, Torsten Heycke and Katie Larson of Ashland Woodlands Trail Association, and Eric Hansen who is an avid mountain biker
- The group is planning to meet one or two times more and will then hold a public input meeting
- The general assessment of the group is that there is sufficient parkland in Ashland with very few exceptions and recommendations to remove properties from the program reflect that
- Eldridge added that there was discussion to compare the map to the Trails Master Plan to review connectivity and improve trail access / connectivity and that more discussion needs to happen to determine where acquisition or easements are the best tool to accomplish improvements

Black provided the following information on next steps

- There will be a plan to present a draft recommendation to the public through a process and noted that the map displayed at the meeting was Draft 3 and the map could change as the map is further refined
- It is likely that the public input will be held in an open house or charette forum
- Commissioners will also hold public meeting(s) after the open house/charette meeting to eventually make a recommendation to amend the City of Ashland Comprehensive Plan

- The recommendation will need to go to the Planning Department and eventually the City Council who has authority to amend the Comprehensive Plan

Eldridge stated gratitude and appreciation to Leah Richards (Ashland GIS Staff) and Tara Kiewel for providing support to the process

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

Black displayed photos of Green #9 at the Oak Knoll Golf Course showing that the rehabilitation of greens is progressing nicely and made the following comments:

- Staff is replanting the greens without the need to rebuild them; the rehabilitation period is expected to be 3 months; Black clarified that the request for proposals for golf course operations will hopefully be brought to Commissioners in November, which would be dependent on finishing up some other projects; Black clarified that rain is expected soon and the rehabilitation will not exceed \$20,000 and is likely to come in under that amount
  - Landt stated that there is a claim on social media that it would cost \$200K to rehabilitate the greens and asked staff for clarification
    - Black stated that the cost estimate, including water, will be between \$15,000 - \$20,000

Lewis attended the Salmon Festival and stated it a successful event

#### **VII. ADJOURNMENT**

The meeting 6:37 p.m.

Respectfully submitted  
Sean Sullivan, Business Operations Manager

**MINUTES FOR REGULAR BUSINESS MEETING**  
**ASHLAND PARKS & RECREATION COMMISSION**  
October 12, 2022  
Electronic Meeting – 6 p.m.

Present: Commissioners Landt (Chair), Lewis (Vice Chair), Bachman, Bell, Eldridge; Director Black; Acting City Attorney Doug McGeary; 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**

Landt called the meeting to order at 6 p.m.

**II. APPROVAL OF MINUTES**

Landt stated there are corrections to both sets of minutes. The proposed corrections were [displayed on screen](#).

APRC Special Business Meeting – September 7, 2022

**Motion:** Bachman moved to approve the minutes as amended. Seconded by Bell

**Vote:** The vote was all yes

APRC Regular Business Meeting – September 14, 2022

**Motion:** Eldridge moved to approve the minutes as amended. Seconded by Lewis

**Vote:** The vote was all yes

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

None

**IV. PUBLIC FORUM**

None

**V. CONSENT AGENDA**

a) Subcommittee Minutes Acknowledgement

- [Bee City USA Subcommittee – June 30, 2022](#)
- [Parks & Open Space Map Subcommittee – July 1, 2022](#)
- [Parks & Open Space Map Subcommittee – July 7, 2022](#)
- [Ashland Senior Advisory Committee – July 11, 2022](#)

**Motion:** Bell moved to acknowledge the subcommittee minutes. Seconded by Bachman

**Vote:** The vote was all yes

**VI. DIRECTORS REPORT**

Black reported on the following events:

The Commissioners are invited to attend the Opening Celebration for the new Senior Outdoor Activity Space on October 14, 2:00-3:30pm. The space is in Hunter Park next to Ashland Senior Center.

The Commissioners are invited to attend the VIP event for the Japanese Garden on Thursday October 20th beginning at 3:30pm. The event goes until 6:30pm. Speeches will be around 5pm. The public event will be held on Saturday October 22<sup>nd</sup>, 1pm-5pm.

**VII. BUSINESS**

a) City Attorney Report on City Council/City Manager Authority Respecting Park and Recreation (Information)

Landt introduced Doug McGeary, the acting City Attorney. McGeary was invited to the meeting to discuss a legal opinion regarding the authority of the Parks and Recreation Commissioners over all aspects of the organization. Conversely, the memo is also about the City Managers authority over the same organization. The legal opinion begins on [pg. 13 of the meeting packet](#). The full presentation begins at [9:42 in the video recording](#). McGeary reviewed his opinion and there were concerns raised from multiple Commissioners on various aspects of the opinion including that it does not seem to take into consideration that the Charter Amendment from 2020 which added language clarifying the oversight of APRC (see relevant Charter language below).

**Section 4.** The City Manager must:...

4. Appoint, supervise, and remove all non-elected department heads and other city employees, except as follows:

- a. The Ashland Parks and Recreation Commission shall have responsibility for appointing, supervising, and removing its employees, subject to state law, Ashland Municipal Code, written mutual agreements between the City Council and Ashland Parks and Recreation Commission, and formal, written City administrative policies.
- b. Employees who report directly to the Mayor and City Council shall be appointed, supervised, and removed by the Mayor and City Council and shall be termed appointive officers.

5. Organize city departments and administrative structure, except that the City Manager shall have no responsibility for the supervision of the City Attorney's Office or the Ashland Parks and Recreation Commission;

**b) Ashland Parks Foundation Report – Butler Perozzi Fountain Restoration (Information)**

Black reviewed the [staff memo in the meeting packet](#) and made the following comments.

- The Ashland Parks Foundation (APF), an independent 501(c)3 charitable organization, recently contracted with Architectural Resources Group to provide and analysis and recommendations for the restoration of the Buter Perozzi Fountain located in Lithia Park. The cost of the analysis was \$15,000 and was fully paid for using foundation funds
- The fountain and surrounding area are in fair condition with poor conditions existing in some areas
- Recommendations include
  - Replacing the pedestal that supports the upper bowl
  - Address water flow issues from the fountain
  - Repair joints
  - The lower and outer rim of the pool should be demolished and replaces
  - The lower pedestal should be repaired
  - Cracks and spalls should be repaired
  - Treat the graffiti host when the upper bowl is removed from replacement of the pedestal
  - Install a leak resistant pool and replace the mechanical and plumbing system
  - Remove cracked and spalling concrete and replace
- The proposed recommendations would have a lifespan of 30-50 years at \$475,000
- APF currently has approximately \$240,000 set aside for this project. All funds are from private donations

Black introduced Mike Gardiner, the President of the Ashland Parks Foundation who stated the APF goal, in regard to the Butler Perozzi Fountain, is to provide as much information as possible to the Commissioners to determine the best path forward and also raise funds to help complete the project.

**DISCUSSION**

- Bell inquired if the material of the marble was not intended to be out in the elements should there be consideration of replacing the fountain with a more durable material such as bronze
  - Gardiner stated that there is historic value to the fountain which is why restoration was the main focus of the analysis, but there is a short section on replacement
  - Black clarified that areas where replacement is recommended could use materials that are more durable, but match the rest of the marble fountain

- Black added that mitigation efforts need to be reviewed to reduce impacts from the freeze thaw cycle which is a main factor in the 30–50-year lifespan and that mitigation efforts may be able to extend the lifespan of restoration efforts
- Black stated that determinations such as the material used, and mitigation efforts will be evaluated at length during a public process
- Lewis stated that while Chair of the Historic Commission in 1988, restoration on the fountain cost approximately \$200,000 so the current figure does not seem out of line. Lewis also stated that an attempt was made to cover it in the past, but the material used was not durable enough and did not stand up to the elements
  - Gardiner clarified that the cost estimate includes the rehabilitating the surrounding concrete area and plumbing upgrades
- Landt stated that at some point in the past the area surrounding the pool was elevated which created a trip hazard on the stairs because the last stair has a different rise and would like clarification on the remedy for this from the consultants
- Landt stated that when looking up the stairs at the fountain it seems the walls surrounding the fountain platform were re-done in the past and not original because the lines and proportions are different from everywhere else and would like to see a comparison done with historic photos to verify or dispute his hypothesis
- Landt stated that he does not think that the foundation, staff, or the Commissioners should hold the sole responsibility to determine the question regarding historical accuracy (restoration) vs. longevity (replacement with a more durable material) and would like to see a robust public process put into place
  - Black agreed with this sentiment and would hold meetings to get an idea of what the public would like to see at the discretion of Commissioners
- Bachman inquired if the Public Arts Commission might be brought in to be part of the process
  - Black stated that the Historic Commission would be a better fit, but is unsure of what City Commissions are still operating
- Eldridge supported an involved public process to determine restoration vs. replacement and would like to see a side-by-side cost comparison for both options
  - Black stated a cost estimate was received in the past for complete replacement and could be used as a comparison
- Gardiner stated that fundraising efforts would likely need to be put on hold until the question of rehabilitation vs. replacement is resolved so solicitations can be tailored accordingly

Black stated staff will draft a public process plan and bring it back to Commissioners for adoption and stated the likely timeline to start meetings would not be until after the first of the year.

#### c) Prescribed Burning on Park Lands and Open Space (Possible Action)

Black stated Deputy Chief Chambers was unable to make the meeting and he was asked to fill in and make the presentation. Black reviewed the [staff memo in the meeting packet](#) and made the following comments

- Ashland Fire and Rescue is seeking permission to do prescribed burning on parks properties to reduce wildfire risk
- Prescribed burning entail burning the understory by applying fire across a larger area
- There are ecological benefits to prescribed burning including nutrient recycling, discouragement of noxious weeds and encouragement of native species
- One of the areas that could be treated is the Lithia Park Hillside so smoke management and public outreach will be key components to a successful program
  - A strong foundation about the benefits of fire mitigation has been laid in the community
  - Alerts go out to the public via Nixle
  - Burns closer to residential areas will be designed to minimize smoke
- Mitigation on the Lithia Hillside has been done in the past, but that entailed creating burn piles, the prescribed burns would have fire move through the understory which is more efficient and effective than burning piles
- Prescribed burns will reduce risk to homes that are adjacent to areas that currently have non-native grasses that are prone to fire

Staff recommends that the commission approve APRC staff and Ashland Fire & Rescue to implement prescribed burning as an ongoing program to reduce community wildfire hazard and increase the resilience of APRC lands included in the 2016 Ashland Forest Plan.



## DISCUSSION

- Black clarified that under burning has not been done on park lands in the past, which is why this request is being brought before Commissioners. Black noted that under story burning has been done of lands the City of Ashland manages in the watershed
- Black stated that burning is not without risk to adjacent areas, but the benefits of under story burning outweighs the risks
- Black clarified that burning could occur on park properties as early as this fall if approved by Commissioners
- Black clarified that AFR will be fully funding and fully managing the burns
- Lewis stated this is an efficient way to treat large areas and that this seems like a prudent measure to reduce risk to wildfire
- Eldridge referenced that staff report where it stated that, *Burning could begin as soon as this fall using smaller burns this year as demonstrations for neighbors and the general public*, which was reassuring that the public will be eased into the change in fire mitigation management on parks lands
- Landt noted the recent unauthorized fires on the Lithia Hillside that were easily suppressed by AFR and other agencies, which is additionally reassuring that prescribed burns can be safely managed

**Motion:** Bell moved to approve the staff plan to use prescribed burns to clear brush on APRC properties with the assistance of Ashland Fire and Rescue. Seconded by Lewis

Landt raised a concern that the motion limits the burning to brush only. Black also noted a concern that APRC will not be assisting AFR. Bell and Lewis agreed to withdraw the motion.

**New Motion:** Eldridge moved that the Commission approve APRC staff and Ashland Fire & Rescue to implement prescribed burning as an ongoing program to reduce community wildfire hazard and increase the resilience of APRC lands included in the 2016 Ashland Forest Plan.

**Discussion:** None

**Vote:** The vote was all yes

## VIII. ITEMS FROM COMMISSIONERS/STAFF

Landt stated Eldridge is being appointed to the Public Arts Commission to replace Commissioner Lewis

## IX. UPCOMING MEETING DATES

- a) APRC Study Session—November 2, 2022
  - Electronic Meeting—6 p.m.
- b) APRC Regular Business Meeting—November 9, 2022
  - Electronic Meeting—6 p.m.
- c) Ashland Senior Advisory Committee—November 14, 2022
  - Electronic Meeting—3:30 p.m.

## X. ADJOURNMENT

The meeting adjourned at 8:09 p.m.

Respectfully submitted  
Sean Sullivan, Business Operations 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

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## MEMORANDUM

**TO:** Parks and Recreation Commissioners

**FROM:** Rachel Dials, Deputy Director  
Lonny Flora, Recreation Manager

**DATE:** November 3, 2022

**SUBJECT:** Major Maintenance / Rehabilitation of the Daniel Meyer Pool for Current Operational Needs (Action)

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### Situation

The liner of the Daniel Meyer Pool (DMP) is failing and requires major maintenance / rehabilitation to remain usable for the public. Without replacement of the liner, the pool is at risk for closure in the short term. Staff has held off on replacement of the liner because of the proposed full pool replacement that was on the list of potential Capital Improvement Projects (CIP) that had been discussed within the last 4 years. The full replacement of the DMP is not possible until funding can be secured, which could realistically take 2-5 years.

Without immediate major maintenance to the Daniel Meyer Pool, staff is concerned that it will be necessary to close the Daniel Meyer Pool due to disrepair. Nothing in this recommendation is intended to suffice for the full replacement of the pool. Again, the recommendations of maintenance we are recommending is strictly for the present continuity of operations.

### Background Info

The pool liner has developed cracks that are causing water to get trapped between the liner and the concrete form of the pool. Water collecting under the liner has produced bubbling and tearing with sharp edges that peel creating a safety hazard to our visitors.

The pool blanket/cover is also deteriorating resulting in debris being caught in the filter, which is not ideal. The blanket/cover needs to be replaced prior to opening the 2023 summer season to reduce stress on the filtration system.

Replacement of the liner and the pool blanket/cover will cost approximately \$100,000 and will make the pool useable in the short term (the liner has a ten-year warranty). This major maintenance / rehabilitation would fix the pool until a funding plan for a full upgrade and replacement of the pool can come to fruition.

**Analysis**

Without replacement of the liner and blanket/cover the pool would be at risk for liability and safety concerns as well as potential for complete closure. Funding for this project could come from the 73% of Food and Beverage Tax revenue for the current fiscal year if the City Council appropriates these funds to the APRC CIP Budget to be spent on this major maintenance / rehabilitation project.

**Recommendation**

Staff recommends that the Commission approve spending up to \$100,000 out of the Capital Improvement Program (CIP) for major maintenance of the DMP liner and pool cover to continue to be able to safely operate and manage the pool for our community.

# 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

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## MEMORANDUM

**TO:** Parks Commissioners

**FROM:** Michael Black, Director

**DATE:** November 3, 2022

**SUBJECT:** Update on Open Space Subcommittee Progress

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The Parks Commission Chair formed an Open Space Subcommittee to review the current Open Space Map and make recommendations for amendments. Staff and subcommittee members, including Rick Landt, will present information at the meeting to bring the Commissioners up to speed on their work so far.