



**AGENDA**  
**ASHLAND PARKS & RECREATION COMMISSION**  
**Current Parks, Conservation, and Maintenance Subcommittee**  
**May 24, 2023 – 10:30 a.m.**  
**Electronic Meeting**

This meeting will be held electronically. To view the meeting via Zoom webinar, register here:

[https://zoom.us/webinar/register/WN\\_-RDtT9A-Sl68XpP7al3p2Q](https://zoom.us/webinar/register/WN_-RDtT9A-Sl68XpP7al3p2Q)

Written testimony will be accepted via email sent to [sean.sullivan@ashland.or.us](mailto:sean.sullivan@ashland.or.us). Please include “**Public Testimony for Current Parks Subcommittee Meeting**” in the subject line. Written testimony submitted will be made available to Subcommittee Members before the meeting if possible. 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) before Wednesday, May 24, 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 – November 29, 2022

**PUBLIC PARTICIPATION**

- Open Forum

**BUSINESS**

- Non-Standard Memorial Request – Lithia Park Lower Duck Pond

**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).

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

Present: Commissioners Bell, Lewis; Manager Sullivan

Absent: Director Black; Supervisors Casale, Miller, Minica

**CALL TO ORDER**

The meeting was called to order by Bell at 2:30 p.m.

**APPROVAL OF MINUTES**

Current Parks, Conservation, and Maintenance Subcommittee – May 31, 2022

**Motion:** Lewis moved to approve the minutes from May 31, 2022. Seconded by Bell

**Vote:** The vote was all yes

**PUBLIC PARTICIPATION**

**Open Forum**

None

**BUSINESS**

**Non-Standard Memorial Request – Lithia Park Redwood Bench (Action) – *Background information included in packet***

Sullivan introduced the item and gave the following information regarding the request

- A request from Tom Marks Ladd was made to dedicate a specialized redwood bench in honor Taliesin Myrddin Namkai-Meche
- The bench would be constructed of a redwood slab and installed between two redwoods trees in Lithia Park across the street from the pickleball courts
- The dedication would remain in place for 75 years or as long as the bench remains safely usable by the public
- The slab and labor would be donated and APRC would assist with installation and provide temporary support posts
- This is no cost cooperative request
- The APRC arborist and Lithia Park Supervisor have both reviewed the request and did not raise concerns
- The inscription on the wood would read: *Tell everyone on this train, I love them!! Taliesin Myrddin Namkai-Meche – DATE*

Sullivan introduced Tom Marks Ladd who submitted a [proposal included in the meeting packet](#). Marks Ladd, who is a family friend of Taliesin Myrddin Namkai-Meche stated that he died on a MAX train in Portland while standing up for two young women, one African American and the other Muslim. Marks Ladd sees this as a healing project as a way to remember and honor Taliesin.

**Motion:** Lewis moved to recommend approval to the full Commissioner for approval. Seconded by Bell.

**Vote:** The vote was all yes

Sullivan stated that this item will go before the full Commission in January

**Non-Standard Memorial Request – Lithia Park Lower Duck Pond (Action) - *Background information included in packet***

Sullivan review the [request that was included in the meeting packet](#) and provided the following information

- The request came from the family of Mary and Dick Mastain, long time residents of Granite St
- Mary led over 100 guided Lithia Park walks

- The request would provide a \$25,000 donation to dedicate a plaque on a boulder adjacent to the Lower Duck Pond (as pictured below)
- The donation would help upgrade the existing filtration and circulation system that is no longer fully functional
- The plaque would read:

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

Discussion:

- Sullivan clarified that the likely lifespan of a new filtration and circulation system is 20-30 years and that the system in place is failing and needs to be upgraded
- Bell stated hesitancy to approve a plaque indefinitely and would like to consider approving the plaque for the life of the new system
  - Sullivan later clarified that once a plaque is installed on the boulder, some sort of plaque will need to be in place there for aesthetic reasons. The plaque could be swapped out for different one
  - Bell would also like to consider offsetting the plaque on the boulder away from the center of the boulder
- Lewis stated the importance of having a functional system at the lower duck pond
- Sullivan stated that the Subcommittee can recommend the request go before the full Commission with or without a recommendation for approval or denial



**Motion:** Bell moved to approve the plaque for consideration of the full Commission. Seconded by Lewis.

**Vote:** The vote was all yes

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

Sullivan provided the following information on the two standard memorial requests

**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

**Motion:** Bell moved to approve the standard memorials as presented. Seconded by Lewis

**Vote:** The vote was all yes

**Parks Memorial Policy Amendment (Action) – Background information included in packet**

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

- The APRC Memorial Policy was last amended in 2019 which 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
- The requested amendment would allow the Parks Director to approve standard memorial requests in place of the subcommittee
- Since 2019 staff has brought over 20 standard memorial requests and all have been approved without alterations to the requests
- 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

**Discussion**

- Bell would like to see language added that would provide the ability to forward a standard memorial to the full Commission at their discretion if it is determined that a standard requests warrants review and approval by the full Commission
- Lewis would like to see an official reporting process on memorials that are approved by staff
  - Sullivan stated that there are a number of ways this could be reported on including acknowledgment in the consent agenda during a regular business meeting of the full Commission
- Sullivan added that it may be prudent to include language that would allow applicants that are denied by the Director to appeal the decision to the full Commission
- Sullivan clarified that staff could make edits to the proposed amendments that would address the direction given by subcommittee members
- Sullivan stated the subcommittee could forward this item onto the full Commission, with additional amendments to the language as discussed in the meeting, to a Study Session and then onto a Business Meeting if the full Commission would like to proceed with considering an amendment
- Sullivan stated the soonest this item could go to the full Commission would be in January

**Motion:** Lewis moved to proceed with further consideration with the full Commission. Seconded by Bell

**Vote:** The vote was all yes

**ADJOURNMENT**

The meeting adjourned at 2:57

Respectfully submitted

Sean Sullivan Business Operations Manager

# ASHLAND PARKS & RECREATION COMMISSION

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COMMISSIONERS:

Rick Landt  
Leslie Eldridge  
Justin Adams  
Jim Bachman  
Jim Lewis



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## PARKS COMMISSIONER STAFF REPORT

**TO:** Current Parks, Conservation, and Maintenance Subcommittee  
**FROM:** Sean Sullivan, Operations Business Manager  
**DATE:** May 22, 2023  
**SUBJECT:** Non-standard Memorial Request – Lithia Park Lower Duck Pond

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A request for a non-standard memorial plaque be dedicated to Mary and Dick Mastain at the Lower Duck Pond in Lithia Park was submitted in 2022.

This request was first presented to the [Current Parks, Conservation and Maintenance Subcommittee on November 29, 2022](#). The subcommittee unanimously approved the following motion at that meeting: *...approve the plaque for consideration of the full Commission.*

This request was then presented to Commissioners at the [May 3, 2023 Study Session](#). Staff was given direction to take the request back to the Current Parks, Conservation, and Maintenance Subcommittee to address concerns about wording and imagery on the plaque and the proposed placement of the plaque on a boulder.