

MINUTES
ASHLAND PARKS & RECREATION COMMISSION (APRC)
Ashland Japanese Garden Advisory Committee Meeting
April 17, 2023, 10:30 am
Lithia Park Administration Office

Present: Commissioner Landt, Director Black, Analyst Kiewel, Jeff Mangin, Noriko Hansen, Donna Rhee, Nan Kane, Mark DiRienzo

Absent: Kerry KenCarin, Nan Kane

- I. Call to Order – Black called the meeting to order at 10:35 am
- II. Additions or Deletions to Agenda - none
- III. Approval of minutes from January 12, 2023, and January 30, 2023, DiRienzo moved to the minutes as presented. Mangin seconded and all approved.
- IV. Public Forum - None
- V. Garden Update – Director’s Report –

Black updated the Committee that the garden is being closed for maintenance this week and Toru is finishing the construction punch list. The Committee reviewed the punch list which includes perimeter tile roof end caps and mortar clean up, Docent Booth completion, garden fencing and gates repairs, installing the handwash station, pump house door repair, burn treatment of bench legs and tree and plant trimming.

A short bamboo fence will be installed on Winburn Way in front of the garden to discourage visitors from walking through flower beds.

The pond is being drained this week for cleaning while the garden is closed.
- VI. Business
 - a) Review Draft Bylaws – Landt requested changes will be made to the Bylaws and the Committee can vote on approval at the next meeting.
 - b) Working group updates

Mangin – approval of serving alcohol in the Garden is a priority. Black mentioned that this is on the APRC agenda, and the Alcohol in Parks is a Municipal Code and changes are made by the City Council. Staff is recommending that the Municipal Code language is changed.

Black recommends that the Events Working Group come back with hierarchy of events so we can form a structure then we can begin the review process.

Landt asked about donation box and that it needs to be a priority. Black said there is a donation box and staff is working on signage.

Rhee recommended having information in the garden for volunteers. Need to have a signage plan, tree identification, lantern information and Garden Maps.
- VII. Upcoming Meetings – Set Standing Meeting Second Monday of the month 10:30 am
- VIII. Adjournment- Black adjourned the meeting at 12:00 pm

Respectfully Submitted,
Tara Kiewel
APRC Administrative Analyst