

MINUTES FOR REGULAR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
July 5, 2023
Council Chambers – 6:30 p.m.
1175 E Main St

Present: Commissioners Landt (Chair), Eldridge (Vice-Chair), Adams, Bachman; Deputy Director Dials, Senior Service Superintendent Glatt, Interim Parks Superintendent Sullivan, Analyst Kiewel

Absent: Commissioner Lewis, Director Black

I. CALL TO ORDER

Landt called the meeting to order at 6:30 p.m.

II. APPROVAL OF MINUTES

APRC Study Session – May 3, 2023

APRC Regular Meeting – June 14, 2023

Motion: Eldridge moved to approve the minutes from May 3, 2023, and June 14, 2023. Seconded by Adams

Vote: The vote was all yes

III. ADDITIONS OR DELETIONS TO THE AGENDA

Landt added Oak Knoll Golf Course request for proposals update

Remove Presentation from Jensen Strategies

IV. PUBLIC FORUM

None

V. CONSENT

- a) Ashland Senior Advisory Committee Member Appointment
- b) Subcommittee Minutes for Acknowledgment
 - Recreation Division Advisory Committee, August 18, 2022

Motion: Bachman moved to approve the consent agenda. Seconded by Eldridge

Vote: The vote was all yes.

VI. BUSINESS

- a) Oak Knoll Golf Course Request for Proposals (RFP) Update

Dials updated the Commission that in March APCR received two proposals for the for the Golf Course Operations RFP. An eight-member evaluation team scored the proposals based on the criteria approved by the Commission in January. Golf Automation scored the highest and NH Golf LLC ranked number two. APCR intends to begin negotiations with Golf Automation and will have an on site visit later this month.

Bachman asked about the timeline. Dials said it would be September or October.

Adams asked when it when this would come back to the Commission. Dials said the contract will need to be approved by the Legal Department and then would come to the Commission for approval.

b) Possible Interim Park Director Appointment (Action)

Landt stated that Commissioners have been considering appointing an interim Park Director. The decision-making process has included interviews and a review of resumes. The process to find a permanent Director has been started, with the firm, Jensen Strategies, hired to do the recruitment. Our goal is to ensure continuity in supporting APCR employees and seamlessly providing our many parks, recreation, and senior services to the community.

Motion: Bachman moved to appoint Leslie Eldridge as Interim Parks Director effective August 1, 2023, through June 30, 2024 and to put a temporary hold on the Park Director recruitment process. Seconded by Adams

Discussion:

Bachman stated that he is advocating for getting an interim in place quickly so that Commission work can continue. This decision affects all stakeholders.

Adams said its and important position that needs to be filled soon and that it was a difficult decision. He is looking forward to the coming months will be for Ashland parks it will be a challenging transition, but we have a strong team and looks forward to building on the current foundation.

Landt agreed with Bachman's statement.

Eldridge recused herself from voting and left the room.

Vote: The vote was all yes

c) APRC Park Director Job Description (Action)

Landt told the Commission that the Park Director job description was presented and approved as a draft by the Commission. The final draft has been included in the meeting packet.

Motion: Bachman moved to approve the job description as presented. Seconded by Adams

Discussion: None

Vote: The vote was all yes

d) Lookahead Review (Direction to Staff)

Commissioner Eldridge returned to the meeting.

Landt reviewed the Lookahead with staff and would like to add the Golf RFP to be added in September. Bachman likes that the Lookahead is now tied to the Commission goals. Adams added that we will need to begin the process of filling Commissioner position added.

VII. ITEMS FROM COMMISSIONERS/STAFF

None

VIII. UPCOMING MEETING DATES

- a) Ashland Senior Advisory Committee—July 10, 2023
 - Zoom—3:30 p.m.
- b) .APRC Regular Meeting —July 12, 2023
 - Canceled
- c) APRC Study Session—August 2, 2023 – Canceled
 - Zoom—6:00 p.m.
- d) .APRC Regular Meeting —August 9, 2023
 - Council Chambers—6:00 p.m.

IX. ADJOURNMENT

The meeting adjourned at 6:44 p.m.

Respectfully Submitted

Tara Kiewel, Administrative Analyst