



AGENDA FOR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
November 8, 2023
Council Chambers – 6 p.m.
1175 E Main St

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

6:00 p.m.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 - a. APCR Study Session – October 4, 2023
 - b. APCR Business Meeting – October 11, 2023
- III. ADDITIONS OR DELETIONS TO THE AGENDA
- IV. PUBLIC FORUM
- V. CONSENT AGENDA
 - a. Approval of Subcommittee Minutes
 - b. RDAC New Committee Member Approval
 - c. Approval of Alice in Wonderland Mountain Bike Trail Reroute
- VI. DIRECTORS REPORT
- VII. BUSINESS
 - a) CIP Discussion (Action)
 - b) East Main Park Plan (Action)
 - c) Advisory Committees (Action)
 - d) Fuels Management on Parklands (Information)
 - e) Salmon Safe Certification (Action)
- VIII. ITEMS FROM COMMISSIONERS/STAFF
- IX. UPCOMING MEETING DATES
 - a) Ashland Senior Services Advisory Committee – Monday, November 13, 2023
 - Electronic Meeting – 3:30 p.m.
 - b) Recreation Division Advisory Committee – Wednesday December 14, 2023
 - Lithia Park Cabin 4:00 p.m.
- X. 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.

Public Participation Instructions

This meeting will be held in-person in Council Chambers 1175 E. Main St. Those who wish to provide oral testimony must attend the meeting and fill out a speaker request card. The public can view on Channel 9 or Channels 180 and 181 (for Charter Communications customers) or live stream via rvtv.sou.edu - select RVTV Prime.

Written testimony will be accepted via email sent to tara.kiewel@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.

MINUTES FOR STUDY SESSION
ASHLAND PARKS & RECREATION COMMISSION
October 4, 2023
Electronic Meeting – 6 P.M.

Present: Commissioners Landt (Chair), Bachman (Vice Chair) Adams, Lewis; Seffinger; Interim Director Eldridge, Deputy Director Dials, Senior Service Superintendent Glatt, Analyst Kiewel, Senior Services Coordinator Mettler

I. CALL TO ORDER

Landt called the meeting to order at 6 p.m. Landt welcomed new Commissioner, Stef Seffinger, and noted her previous service with the Commission.

II. PUBLIC FORUM

Rebeca Kay President of the Southern Oregon Aquatic Community gave public testimony regarding the potential reallocation of CIP funds. Requested that APRC keep the 2 million dollars that was designated for the Daniel Meyer pool rebuild. Kay outlined some history and rationale for keeping the budget item.

- Built in 1983, the pool is 40 years old with a 40-year-old pump and electrical system. The liner replacement is underway, but the other systems are aging.
- When discussion of a new pool becomes appropriate, the 2 million dollars will be instrumental as seed money to help secure a bond for financing.
- Other pools, such as the YMCA or Rogue Aquatic Center are not good solutions for Ashland’s swimming needs (e.g., H.S. water sports).
- A year-round pool will serve all Ashland residents, providing health benefits, community participation, and will contribute greatly towards keeping Ashland a great place to live and raise a family.

III. PARK HOURS DISCUSSION

Eldridge presented information and shared slides as per the packet of a proposed amendment to the Ashland Municipal Code (AMC) establishing park hours in all City parks. The main reasons for implementing park hours are:

- Increased vandalism over the past 5-10 years
- Increased damage to public property (e.g., bathrooms and playground equipment).
- Public safety concerns

Many of these incidents occur during nighttime hours. Instituting an ordinance that establishes park hours will allow the Ashland Police Department (APD) to help decrease the incidents of vandalism and damage, increase public safety, and potentially reduce the associated financial and maintenance burdens.

- An existing ordinance, AMC 10.68.380, applies a “Curfew” only to Lithia Park from 11:30 p.m. to 5:30 a.m.
- Staff is proposing to amend AMC10.68.380 to establish Hours of Parks Closure in all City parks from 12:00 a.m. to 5:00 a.m.
- Proposed ordinance language replacement would read: “No person shall remain in any City Park, as defined in AMC 10.68.010, between the hours 12:00 AM (midnight) and 5:00 AM, except authorized city personnel or as authorized by the Ashland Parks and Recreation Director or designee consistent with established parks rules and regulations.”
- Suggested language has been reviewed by the City’s Legal Department several times. Eldridge further clarified that the word “remain” was designed to ensure that people transiting through the park or moving through the park at night—not remaining there for long periods of time—are permitted within the bounds of the ordinance. The language surrounding the word “authorized” allows room for events or activities that might be authorized by APRC staff.
- If the Commissioners approve this language at the Regular Business Meeting on October 11, 2023, then this language will be publicly noticed and published as a change to the Ashland Municipal Code. The ordinance would go for a first and second reading by City Council, and subsequent approval by City Council.

Seffinger asked what will happen with the public bathrooms. When will they be closed and when will they open? Eldridge explained that the bathrooms are not connected to this ordinance or amendment. However, deadbolts are being installed in all park bathrooms. In addition, a security company is currently locking and unlocking the Japanese Garden and the bathrooms at Garfield Park. Staff is considering options to ensure enough staff and capacity are available to lock and clean bathrooms at night, and then reopen them again in the morning. This would likely be closing them at dusk (or later, in the summer) and opening them at 7 or 8 a.m. Landt clarified that the bathroom closure schedule was separate from the proposed park closure hours. Dials confirmed that malfunctioning bathroom auto-locks are all being switched to deadbolts, and presently, bathrooms are opened in the morning and closed between 6-9 p.m.

Landt asked for clarification of the language in AMC 10.68.010, whether the ordinance shall apply to developed City parks, or if applies to *all* open space and park land. Eldridge noted that the intent is for it to apply to developed parks—to City parks—not to open space or to all park lands. Per Landt's request, Eldridge will contact the Legal department and ask specifically about the definition of a City Park as defined in that section.

IV. ALCOHOL USE IN PARKS DISCUSSION

Dials presented staff's proposed language and policies to support focused and limited use of alcohol in parks for permitted events. This presentation is for Commissioner's review, with a possible vote at the Regular Business Meeting October 11, 2023. All language and documents are included in the packet. Dials showed a slide outlining why APRC should consider allowing the focused and limited sale/service of alcohol within parks in conjunction with an APRC Special Event permit, an OLCC permit and an APRC Alcohol Use in Parks Permit:

- Supports Biennium Goal #6 by encouraging event organizers to choose Ashland parks for their events, encouraging more events and more activity within Ashland parks.
- Enables revenue generation that makes holding these events economically feasible to organizers. Potential alcohol sales bring in more revenue for sponsorships and bands and entertainment to come to our parks.
- During the Business Economic Development roundtables that were held hosted by City Council, APRC received feedback from small business owners, the public, and event organizers that alcohol service in parks is desired.

Currently, AMC 10.68.090 does not allow any person to take any alcohol into any portion of a public park of Ashland, with a few exceptions, such as the Calle Guanajuato and the Oak Knoll Golf Course. Staff is proposing to change the language of the ordinance to read:

"It is unlawful for any person to take any intoxicating liquor or beverage into any portion of the public parks of the City, except as authorized by the Ashland Parks and Recreation Director or designee, consistent with established parks rules and regulations. Any violation of this section is a Class II violation subject to the penalties and procedures in AMC 1.08.030."

Dials further clarified that the proposed ordinance:

- Would allow for only permitted events that physically separate alcohol service and sales to individuals that are 21 and over, such as a beer or wine garden or holding an event in a space in a park where the entrance and exit can be controlled, such as the Japanese Garden.
- Events such as weddings or parties of mixed ages are NOT supported at this time by the proposed structure presented today. Per OLCC, licensed service is not a requirement for weddings, and would require increased management complexity and more staff time to coordinate.
- However, staff have crafted broad ordinance language to allow for changes in APRC rules and policies into the future.

Dials added that there are 3 items included in the packet that staff prepared for Commissioners' review:

- The proposed ordinance change
- A policy guidance paper with rules for alcohol use in parks that can be changed at any time

- A supplementary alcohol-use application for any event where alcohol would be served or sold in a cordoned-off area, such as a beer garden, etc. that is in addition to the existing Special Events permit and OLCC permit.

Dials added that OLCC is behind in their permitting process, so applicants will be encouraged to apply for an OLCC permit as quickly as possible at the start of the planning of an event to ensure that they get everything they need in advance.

Draft APRC Rules for Alcohol Use in Parks from the packet were included with adjustments based on comments and feedback from the Commission that were received from past APRC meetings. In particular:

- Line item #11 now states that a permit will not be issued for event hours prior to 7 a.m. or later than 10 p.m., in conjunction with established noise ordinance AMC 9.08.170. Does the Commission want to further scale back those hours?
- Line item #15 adds a checklist that ensures that the event organizer has been approved for everything, including the Special Event application and the OLCC permit.

Staff is seeking feedback on any final changes to the language in the hopes that this could be brought back for a vote at the Regular Business Meeting October 11, 2023. The Alcohol Use in Parks Ordinance will be publicly noticed and go through City Council with a first and second reading.

Seffinger asked for clarification about whether children wouldn't be allowed in the area where alcohol is served, and if only beer and wine would be served or mixed drinks/hard alcohol?

Dials clarified that it is written into the plan to only allow service of beer, wine, and hard cider. The alcohol service area would have to be cordoned off and restricted to 21 and over, with monitors checking I.D. Staff would work with event organizers to plan an area for alcohol service.

Adams wanted to know more about confining alcohol service to a particular area.

Dials clarified that the decision to cordon off an alcohol-use area was based on OLCC rules and regulations, and with the limited number of staff APRC has right now. This can be re-evaluated in the future but is similar to how other parks in Oregon allow alcohol use.

Bachman asked who would be responsible for the controlled areas?

Dials stated that it's all part of the OLCC application and would be required to be set before an event could take place. Eldridge added that the supplementary application specifically calls for the applicant to provide their security plan in detail and provide the name of any private security company and detail their services. Further, the policy states that required security will be determined at the discretion of the director or director's designee.

Lewis asked about an exception to the rule for the Community Center.

Dials noted that when the Community Center is open again, that would be revisited. Dials pointed out that when alcohol was served at the Community Center in the past, organizers were required to have liability insurance for the venue, and to keep alcohol use inside the venue. This is the ideal situation, but APRC staff does not currently have the personnel, etc. to assure this within parks.

Landt did not feel comfortable with the permitted hours, though they conform to the noise ordinance. 7 a.m. is too early for alcohol sales.

Commissioners and staff discussed several options for permitted hours with consensus being 11 a.m. to 9 or 10 p.m.

Landt reiterated that a checklist is a good idea to confirm when all the permits, applications and fees, etc. have been received and stipulations fulfilled and approved by APRC staff within the required time frames. A comprehensive checklist is critical to ensuring good practice.

Eldridge confirmed that Landt wanted the checklist included in the packet for the Regular Business Meeting October 11, 2023. Dials said a checklist based on Landt's suggestions could be added to the rules and guidelines sheet.

V. PARKS, TRAILS, & OPEN SPACE MAP UPDATE

Landt asked for the topic title to be changed from "Parks, Trails & Open Space *Plan* Update" to "Parks, Trails & Open Space *Map* Update."

Eldridge defined the Parks, Trails & Open Space Map as essentially a guide for APRC land acquisition. It provides for a range of uses, including neighborhood parks, potential sports fields, open spaces, trail connectivity and riparian areas, as well as wildlife habitat, and other ecological values. The map was first created in 1991, updated again in 2002, and had a light update in 2012. In May of 2022, the Commission formed a subcommittee to look at the most recent update. as part of the City of Ashland's Comprehensive Plan. The process for approval is that once the Commissioners approve of the updated map and narrative, it will go through the Planning Commission, and then through City Council in order to be updated within the City of Ashland's Comprehensive Plan.

Eldridge summarized the subcommittee's research and recommendations as laid out in "Parks, Trails, and Open Space Map Update Draft #9," and related maps and documents included in the packet.

- In 1991, Ashland had less parkland per capita than Roseburg, Medford, and Klamath Falls, so the original goal was to have a neighborhood park located within a quarter mile of every home within Ashland city limits. In 2023, Ashland is now one of the state's leaders in per capita parkland, so for all intents and purposes, APRC has accomplished that goal.
- The focus and emphasis on this update for the Parks, Trails, and Open Space Map is very different from what it was when it was first created in 1991, when it was looking to establish parcels for complete neighborhood parks.
- Now, with the updated map included in the packet, lands that are identified for future purchase focus on natural areas and ecological values, such as water quality, stream and riparian area protection. It also focuses on trail connectivity, allowing access for the people of Ashland to move by foot or bike through town.
- Trail connectivity can be achieved through outright purchase, donation, grants, or establishing easements on or getting rights to an easement through a property.
- The Subcommittee closely evaluated how to integrate the Trails Master Plan and all the perspectives of the different trail users and different residents.
- The Subcommittee recommends removing roughly 200 acres of property that had been identified for purchase in the previous map. And then, in some cases, identified other places to acquire for trail connectivity or ecological values that had not been on the map previously.

Landt and Eldridge presented a few examples of changes on the proposed map, including areas for possible additions of sports fields/ballfields, riparian areas, and areas for trail connectivity, and removal from the map of outdated areas that are no longer available or ideal for such development.

Eldridge highlighted areas worked on closely with the City's Wildfire Division. Those properties can provide multiple benefits in terms of fuels reduction and managing that area in the wildland urban interface. Other areas through the riparian corridor offer multiple recreational, water quality, and ecological benefits.

Lewis noted that it was important to do timely updates to master plans every 10 years or so and thanked everyone involved with the current update.

Landt noted that the 2012 "light" update was never implemented, and that the 2023 proposed update is the first time that APRC is officially proposing to remove properties—200 acres—from the plan. This is important because the parks and open space situation has changed radically from what it was when some of these properties were first placed on the plan.

Seffinger commented that from a budget perspective, the proposed update focused on properties most valuable to the city and there are some that are being let go because they are not first priorities.

Landt agreed and added that comments from the public and from City Councilors supported this conclusion, and that nothing is being removed from the plan that is critical to a robust, strong park system.

Landt requested staff to change the Billings property from "sports field" to "sports fields and riparian areas."

Eldridge wanted to make sure to recognize and appreciate the time and effort of Leah Light, the GIS specialist who works for the city who has gone through more than nine drafts of the map and gone back and forth with staff to support this process.

VI. LOOKAHEAD REVIEW

- Landt asked to add a discussion on solar at East Main Park to a future meeting

VII. ITEMS FROM COMMISSIONERS/STAFF

Adams recognized Parks employee Jason Minica for extraordinary work in clearing a fallen tree by the Wonder Trail.

Dials announced 2 events scheduled for Friday, October 6, 2023:

1. The Ashland Walk and Bike Breakfast at Railroad Park from 7 a.m. to 9 a.m.
2. Gather Round the Railroad District, presented by Rogue World Music, from 5 to 7 p.m. in the railroad district.

More information is available on the APRC Facebook page.

VIII. ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Respectfully Submitted,

Judy Plapinger
APRC Temporary Office Assistant

DRAFT

MINUTES FOR REGULAR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION

October 11, 2023

Council Chambers – 6 p.m.

1175 E Main St

Present: Commissioners Landt (Chair), Bachman (Vice Chair) Adams, Lewis, Seffinger; Interim Director Eldridge, Deputy Director Dials, Senior Service Superintendent Glatt, Analyst Kiewel, Senior Services Coordinator Mettler

Absent: None

I. CALL TO ORDER

Landt called the meeting to order at 6:00 p.m.

II. APPROVAL OF MINUTES

a) APCR Regular Meeting – August 9, 2023

Motion: Bachman moved to approve the minutes. Seconded by Lewis

Vote: The vote was all yes. Seffinger abstained.

b) APCR Special Meeting – September 6, 2023

Motion: Bachman moved to approve the minutes. Seconded by Lewis

Vote: The vote was all yes. Seffinger abstained.

III. ADDITIONS OR DELETIONS TO THE AGENDA

None

IV. PUBLIC FORUM

None

V. CONSENT

a) Approval (Acknowledgement) of Subcommittee Minutes

b) Commissioner Committee Assignments

c) Conversation Clusters Seating Project - site adjustment for Glenwood Park

Motion: Bachman moved to approve the consent agenda for acknowledgment. Seconded by Lewis.

Vote: The vote was all yes. Adams raised a point of order regarding Committee Assignments approval; Landt clarified the process.

I. Interim Directors Report

- Moving forward with the hiring on a Parks Superintendent and Executive Assistant:
 - The second and final round of interviews for the Park Superintendent position are scheduled for the week of October 30, 2023. Eldridge thanked Deputy Director Dials for organizing the effort.

- The Executive Assistant job posting has closed and there are 36 applications that staff is evaluating.
- All APRC staff participated in a de-escalation training that was held by Ashland Police Department (APD) This training yielded helpful tools in how to deal with potentially unsafe or aggressive situations.
- Senior Services COVID and Flu Vaccine Clinic October 13 and October 27: Superintendent Glatt has reported that the 2 sessions were completely full. Thanks to a generous grant from Mountain Meadows Community Foundation, the clinic was able to expand services to 450 shots.
- Daniel Meyer Pool liner project is underway: The pool has been drained, and repairs have been done to the sidewalls and the tiling in order to get ready for the liner installation. Park staff reports the contractor will install the liner the week of October 30, 2023.
- Ashland Rotary Centennial Ice Rink will open November 17, 2023. The ice rink structure will be raised the first week of November. Kaylee Herrick will return as Ice Rink Manager.
- North Mountain Park Nature Center Coordinator, Jen Aguayo, has been providing service-learning programs for Hellman Elementary and Trails Outdoor School.
- Ashland Japanese Garden 1st Anniversary celebration will be held on Sunday, October 22, 2023. Donations collected will go to the Ashland Parks Foundation to support garden maintenance.
- The first conversation clusters were installed at Garfield Park, and the chairs for Lithia Park have arrived. The new benches' configuration for Glenwood Park was approved in the consent agenda. Superintendent Glatt will be receiving community feedback on this pilot project.

II. **BUSINESS**

a) **CIP Discussion (Informational)**

Eldridge presented the CIP Budget Review.

- At the September 6, 2023, Special Business Meeting, Commissioners were provided with the approved CIP Budget for Biennium (BN) 23-25, based on estimates of the CIP Ending Fund Balance for FY 23.
- The budget reconciliation process was still ongoing at that time, but now, the APRC CIP Ending Fund Balance for FY 2023 has been reconciled.
- Variances typically exist between the budget and actuals, due to timing and actual activity of revenues and expenses. For example, projects that occurred but were not planned, or activity that was planned but never occurred.
- A review of the FY23 reconciliation conducted by Parks and the Finance department found a larger-than-expected disparity between the budget versus actual. This will make it necessary for APRC to adjust capital spending for BN 23-25.
 - APRC will need to reduce planned capital spending for BN 23-25.
 - Park's and City's accounting is accurate
 - Discrepancies existed in projections and financial assumptions, not in accounting.
 - Under Oregon law a budget adjustment or transfer is not required.
 - Regular review and reconciliation of budget to actual, with consistent monthly review back to financial statements.
- Actual CIP Ending Fund Balance at FY23 \$1,616,815 less than Budget.
- The discrepancy was discovered to be from:
 - Approximately \$1 million in anticipated grant revenue was not realized.
 - Land sales balance of \$691,000 (from the sale of the YMCA Park and sale of other lands) deposited in a separate account. Park's review with Finance Director Berry and the Finance team found that this balance had been transferred into APRC CIP in 2017, and the account closed. However, due to a miscommunication or other error, APRC continued to believe it existed separately in addition to the CIP balance.

Landt asked if the funds had been deposited into the Food and Beverage Fund, and if there were a few different accounts that made up the CIP. Eldridge and Berry confirmed to the Commission that there is just one CIP account, not separate accounts.

Eldridge thanked Berry for all her expertise and support on this work.

- APRC staff will work with Finance going forward to present an updated CIP budget for BN 23-25 in November bringing APRC finances into alignment with finance standards and protocols.
- This includes accounting for System Development Charges (SDC) separately, with payments for specific expenses as per APRC SDC Methodology. Parks has an existing SDC methodology written in the early 1990s that will be updated or replaced accordingly.
- Recognize the change in internal accounting that resulted in the closing of the land sales account earmarked for East Main Park and ensure that there is adequate funding in the revised CIP to build East Main Park.

Bachman commented that he is glad to see staff working closely with the City Finance department.

Seffinger commended Eldridge and Berry for their communication and working to be in alignment on language and terms, so that there will be better understanding of Finance issues going forward.

b) Park Hours (Action)

Eldridge introduced Police Chief O'Meara, who expressed support of reasonable limitations being put on overnight use of all City Parks. As opposed to ticketing and draconian enforcement policies, an adjustment in Park Hours will give Ashland Police Department (APD) the ability to make contact and inquire about whether somebody's in the park for legitimate reasons at night.

Eldridge introduced a proposal to amend the Ashland Municipal Code (AMC) to establish Park Hours for all City Parks.

- Parks have experienced increased vandalism and damage to public property. There are public safety concerns, and many of these incidents occur during nighttime hours.
- Mandating hours of parks closure can potentially improve public safety and reduce the financial and maintenance burden associated with vandalism and damage.
- The Current AMC 10.68.380 provides a "Curfew" for Lithia Park ONLY from 11:30PM to 5:30AM.
- Staff proposes amending AMC 10.68.380 to establish hours of parks closure in all city parks between the hours of 12:00AM (midnight) and 5:00AM. (See packet for exact language change to the ordinance.)
- Staff recommends that the ordinance apply broadly to all park lands, open spaces, trails and trail network, not just to discrete parks within Ashland (e.g., Lithia, Garfield, Hunter, etc.), as per the definition of "parks" in AMC 10.68.10.

Bachman asked for clarification of the process. Eldridge confirmed that, if approved, the Commissioners are recommending the ordinance to City Council for consideration. City Council would then have a first reading, a second reading, and then potentially approve the ordinance.

Seffinger asked if Bluebird Park in the Plaza is covered by the ordinance. Eldridge confirmed that it is covered.

Motion: Bachman moved to recommend to the City Council amending section 10.68 of the Ashland Municipal Code to establish Hours of Park Closure in all City Parks. Seconded by Adams.

Discussion: Bachman expressed support for the APD helping with the unhoused situation and the coordination with Parks.

Adams compared the concept behind this ordinance to posting a no trespass order at La Clinica that might risk alienating the population one means to serve. He appreciates the sensitivity of staff and Chief O'Meara in crafting this ordinance to serve the entire community respectfully.

Landt pointed out that the amended ordinance will expand Lithia Park Hours by 1 hour. In addition to protecting public safety and aiding APD, park closure will provide much-needed resting time for wildlife. Though restricting park access is hard to be in favor of, the trade-off for wildlife of less human interaction is a positive.

Vote: The vote was all yes

c) Ashland Fire Department Wildfire Division fuels reduction on parkland (Information)

Chris Chambers, Ashland Fire Department Forestry Officer discussed Prescribed Burning on APRC Forestlands and Forestland Climate Change Adaptation—Siskiyou Mountain Park

Prescribed Burning on APRC Forestlands:

- Chambers commended APRC for maintaining a fire safe community for open space and working closely with APF.
- Fuels reduction on Lithia Hillside and elsewhere had been done previously that reduced fuels when fires were set last year.

- Prescribed burns reduce fire severity by reducing available fuels. Part of the Ashland Forest Plan and the draft Lithia Park 100-year Strategic Plan is to implement prescribed burning on Lithia Hillside, Acid Castle, Hald-Strawberry, and Westwood properties.
- Prescribed Fire Objectives:
 - Reduce fire severity by maintaining low fuels.
 - Reintroducing frequent, mild fire as an ecosystem process of fire, recycling nutrients, guiding vegetation, etc.
 - Facilitate successful fire suppression by keeping low fuels in strategic areas.
 - Reduce non-native species using fire, i.e., fall burning.
 - Reduce smoke exposure to the community, both by keeping the fuel low and burning under conditions when smoke can move away.
- Grayback Forestry will continue to conduct prescribed burning in Ashland and has had their contract renewed by City Council.
- Chambers recommends prescribed burning of 5-10 acres of Lithia Hillside at the very top this fall, minimizing negative smoke impact on the community. Also, the southern tip of Hald-Strawberry, if conditions are right.

Seffinger asked about the Cottle property. Chambers said it could be addressed in the future.

Lewis said in the past there have been grants available and wondered if there were any available at this time. Chambers said right now the prescribed burning would be under the AFD Wildfire Division Budget.

Adams asked for clarification of the Lithia Hillside area: Chambers confirmed that it's the area below Glenview, above Pioneer and closest to Fork Street.

Landt clarified that the Commission has endorsed and embraced fuels reduction in Lithia Park, including prescribed burns.

Forestland Climate Change Adaptation—Siskiyou Mountain Park:

- The changing climate can contribute to unpredictable forest conditions and forecasts predict increased climatic stressors affecting our municipal forestlands, which are governed by the 2016 Ashland Forest Plan (AFP). Recent insect outbreaks have reached epidemic levels, with Douglas-fir (DF) tree mortality measured at 20% in the lower watershed and Siskiyou Mountain Park (SMP),
- SMP was particularly hard-hit this spring. Results from the City's drone-based survey of forest health in July of this year showed SMP DF mortality (aka The Douglas-fir Decline Spiral), creating an elevated fire danger. As of July, 30% of DF are dead or dying (probably 40% by now) and die off is continuing. Many dead trees are near trails. Additionally, climate studies predict most lower elevation sites in SW Oregon will be inhospitable for DF by 2055.
- The 2023 Climate Change Addendum to the Ashland Forest Plan lays out a strategy and objectives associated with climate change.
- Through the Forest Lands Committee and in consultation with the Southern Oregon Land Conservancy (SOLC), the City is proposing a 6-part Proposed Course of Action, including a helicopter-based thinning project to remove dead and dying trees, transition to resilient species of trees in forests, thin green trees to reduce competition and build resiliency to future drought and heat in surviving Douglas Fir.
- Lomakatsi Restoration Project will work with AFP on this project, helping to identify which trees to remove, and which to keep.

Adams (a member of the Forest Lands Commission) commended the leadership in this area to make these decisions early before anything bad happens. He encouraged people to explore the watershed and see for themselves the dying trees and impact of the beetle infestation attacking the trees.

Seffinger commended Chambers work on the AFP, and asked about what species of trees would replace DF. Chambers said at present the plan is to take locally grown varieties of Ponderosa Pine and Sugar Pine, and a mix of Black Oak and Pine. SOLC will assist with this determination.

Landt asked what percentage of trees are currently dead in SMP, and which are alive? Chambers answered that the exact number won't be known until the trees are marked, but approximately 50% DF in SMP are dead or dying. Landt asked Chambers to bring the justification, for why such a large percentage of the trees will be taken out alive to the next meeting.

Chambers noted that there is a need to act quickly because if the dead and dying trees aren't removed now, they will lose their value at a mill, resulting in negative financial implications for the project.

d) Salmon Safe Certification (Information)

Eldridge introduced Lulu Brazeau, a recent SOU graduate from the Environmental Science, Policy and Sustainability Department, who is an intern for Terrain Landscape Architecture through SOU's Institute for Applied Sustainability.

- APRC has the opportunity to achieve system-wide Salmon Safe Certification through a Pacific Northwest region peer-reviewed certification program.
- Research and feedback from APRC staff led to the conclusion that the Salmon Safe Certification was the best fit for the East Main Park project.
- Salmon Safe is a peer-reviewed eco label that focuses on preserving water quality and protecting salmon habitat on the West coast from Alaska to California. The company is a nonprofit that is based in Portland, Oregon and was founded by Pacific Rivers in 1996.
- Park System Certification is performance based and non-prescriptive. Salmon Safe works on a case-by-case basis to provide a set of park management practices that are site specific.
- Salmon Safe works in collaboration with the Parks department to develop strategies that would enhance watershed protection, and to determine which solutions are attainable and which are not feasible.
- Assessments of management issues such as irrigation efficiency, stormwater management, pesticide reduction, conservation of night-native biodiversity and management of stream sides and wetlands.
- The evaluation will be carried out by 2-4 qualified independent experts hired by Salmon Safe. This team will help to set management standards to protect the ecology found within Ashland's park system that would enhance watershed function.
- Certification would be valid for five years and subject to annual verification of adherence to salmon safe performance standards.

Cost estimates: Dr. Vince Smith, Director of the Institute of Applied Sustainability, was excited about the opportunity of working with Salmon Safe and has made a commitment to cover half of the costs of the initial certification and extend the additional support of staff resources from the Environmental Science Department. Furthermore, Salmon Safe also expressed strong interest in wanting to work with APRC as their Park System Certification was developed with Ashland parks in mind over 20 years ago, when Salmon Safe was still operating as Pacific Rivers in collaboration with the World Wildlife Federation. As a result, estimated costs for certification of the entire Ashland Parks system would be similar to certifying just East Main Park, with Salmon Safe offering their services at cost.

- Park Systems Certification: pre-assessment \$5,000, certification \$15,000 for a total of \$20,000 to certify the entire Ashland Parks System. One-time fee for the 5 years, including the cost of annual verification.
- Individual Park Certification (i.e., East Main Park): pre-assessment \$5,000, certification \$13,000 for a total of \$18,000.

Brazeau further outlined Salmon Safe maintenance and development strategies, and proposed design features for East Main Park, as well as ecological reasons for helping salmon.

Landt thanked Brazeau for the presentation and will work with staff to put it on a future meeting agenda.

Eldridge emphasized the excitement and educational benefit of partnering with SOU on Salmon Safe Certification.

e) Alcohol Use in Parks (Action)

Dials presented the proposed ordinance change for alcohol use in parks:

- Supports Commission Goal #9 by encouraging event organizers to choose Ashland parks for their events
- Enables revenue generation that makes holding these events economically feasible to organizers.
- APRC has received feedback from small business owners, the public and event organizers that alcohol service in parks is desired.
- Creating the ability to serve alcohol during events within the Ashland parks system will create more opportunities for revenue generation for event organizers and in turn will attract more events to Ashland, supporting the local economy
- Currently, the Ashland Municipal Code 10.68.090 does not allow any person to take any intoxicating liquor or beverage into any portion of the public parks within the City with only a few exceptions such as the Calle Guanajuato and the Oak Knoll Golf Course.

- Staff proposes amending AMC 10.68.090 to allow for alcohol use in parks as authorized by the Ashland Parks and Recreation Director or designee, consistent with established parks rules and regulations.
- Specific changes to the list of rules in the packet: item #11 now specifies that a permit will not be issued for event hours prior to 11 a.m. or later than 9 p.m. as per AMC 9.08.170. Item # 16 now contains a specific checklist of items that the event organizer is responsible for.
- The next step after approval by the Parks Commission is to take the ordinance to the City Council for a first and second reading in November.

Motion: Adams moved to recommend Ordinance 3227 to allow use of alcohol in city parks go to City Council for consideration. Seconded by Seffinger.

Discussion: Adams thanked staff for their time and stated that this is a good first step.

Seffinger liked this as a first step and would like to see it available for weddings in the future. Eldridge said that staff is supportive of future growth. Dials said plans for Pioneer Hall and the Community Center should allow for that.

Vote: The vote was all yes

Motion: Adams moved to approve the APRC rules and guidelines for alcohol use in parks as presented. Seconded by Lewis.

Discussion: No comments

Vote: The vote was all yes

f) Parks, Trails, & Open Space Plan Map (Action)

Eldridge thanked the Parks, Trails, & Open Space Plan Map Subcommittee members, Torsten Heycke, Katie Larsen, Joanne Eggers, Eric Hansen, GIS Manager Leah Richards and Analyst Kiewel for all their work on the map.

Eldridge presented the Parks, Trails, and Open Space Map Update Draft #9—part of the City of Ashland’s Comprehensive Plan—included in the packet and highlighted the history and recommendations of the Subcommittee as outlined in the packet, and discussed in detail at the October 4, 2023, Study Session.

- The Park, Trails, and Open Space Map is a guide for APRC land acquisition and designates properties for different usage including neighborhood parks, potential sports fields, open spaces, trail connectivity, and riparian areas.
- Guide for land acquisition for long term planning that makes sure that Ashland has the facilities, connectivity, and ecological protection that it needs as it grows over time.
- Strategic long-term planning has evolved over time from creation of discrete city parks to:
 - protection of significant natural areas, such as streams and riparian areas
 - lands on wildland urban interface critical for fuels management
 - trail connectivity (either through outright purchase, donation, grants, or easements)
- Subcommittee recommends 200 acres of property that had been formerly identified for purchase be removed from the Map
- Subcommittee recommends additional Properties Designated for Purchase or Easements and Projected Use

See packet for map draft and lists of properties by name.

Eldridge explained that as part of the City of Ashland’s Comprehensive Plan, if the Commissioners approve the Draft, it will next go to the Planning Commission.

Landt stated this update is the first time since the Map was drafted in the early 1990’s that properties are being removed.

Seffinger noted that eliminating properties that we no longer need, because we’ve gained so much parkland, is fiscally responsible.

Eldridge added that priorities have changed as well and are emphasizing ecological protection and trail connectivity.

Motion: Adams moved to recommend the Parks, Trails and Open Space Map Update and Summary Language as presented, for review by Planning Commission and consideration by City Council. Seconded by Bachman.

Discussion: Adams thanked Landt for the historical context and appreciated APRC's successes over the last 30 years and making parks a priority for all the citizens of Ashland.

Vote: The vote was all yes

III. **ITEMS FROM COMMISSIONERS/STAFF**

None

IV. **UPCOMING MEETING DATES**

- a) Recreation Division Advisory Committee - October 19, 2023, Lithia Cabin 4:00 pm
- b) Parks Commission Study Session - November 1, 2023, Electronic Meeting via Zoom 6:00 pm
- c) Parks Commission Business Meeting - November 8, 2023, Council Chambers 6:00 pm
- d) Council Business Meeting - Park Hours and Alcohol in Parks Ordinances - November 7, 2023, Council Chambers 6:00 pm
- e) Ashland Senior Advisory Committee— November 13, 2023, Electronic Meeting via Zoom 3:30 p.m.

V. **ADJOURNMENT**

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Judy Plapinger
APRC Temporary Office Assistant

DRAFT

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger



Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Leslie Eldridge, Interim Director

DATE: November 2, 2023

SUBJECT: CONSENT: Subcommittee Minuets, RDAC New Committee Member Approval, Approval of Alice in Wonderland Mountain Bike Trail Reroute

Four items need acknowledgement for consent for November 8, 2023:

1. Trails Committee Minutes 5.15.23
2. RDAC Committee Minutes 8.17.23
3. RDAC new committee member approval
4. Approval of Alice in Wonderland Mountain Bike Trail Reroute

Possible Motion

I move to acknowledge the consent agenda.

Attachments

Trails Committee Minutes 5.15.23
RDAC Committee Minutes 8.17.23
RDAC New Member Approval Memo
Approval of Alice in Wonderland Mountain Bike Trail Reroute Memo

ACTION MINUTES
ASHLAND PARKS & RECREATION COMMISSION (APRC)
Trails Master Plan Review Subcommittee Meeting
Thursday, May 15, 2023
Lithia Park Cabin, 340 S. Pioneer St
2 - 3:30 p.m.

Present:

COMMITTEE MEMBERS: APRC Commissioner Rick Landt, APRC Commissioner Leslie Eldridge, City of Ashland Councilor Eric Hansen, Ashland Forest Lands Commissioner Priscila Franco, Ashland Forest Lands Commissioner Luke Brandy, Brooke Hansen, David Chapman, Rogue Valley Mountain Bike Association (RVMBA) Member Casey Botts, Ashland Woodlands & Trails Association Torsten Heycke

APRC & CITY STAFF: Michael Black, Chris Chambers, Lea Richards, Jason Minica, Jeff McFarland & Sean Sullivan

Absent:

Michael Black

[Audio Recording of meeting](#)

I. Call to Order

Landt called the meeting to order at 2:05

II. Approval of Minutes

a. [Trails Master Plan Review Subcommittee June 2, 2022](#)

Motion: Eldridge moved to approve the minutes as presented. Seconded by Botts.

Vote: The vote was all yes

III. Additions or Deletions to the Agenda

Landt stated that at the last meeting Chapman reported he needs to step down as a member of the subcommittee. Since that time, Chapman's situation has changed and will remain a voting member of the subcommittee.

IV. Public Input

Egon Dubois of Ashland stated he is a trail user and requested that the committee consider ensuring access for uphill mountain bike riders and pedestrians. Dubois' full statement is included on the recording of the meeting.

V. Election of Chair and Vice Chair

Heycke nominated Eldridge for Chair. Seconded by Franco. The vote was all yes

Chapman nominated Landt for Vice Chair. Seconded by Franco. The vote was all yes

VI. "Wonder Bailout" Trail Updates / Official Name

- The trail construction was carried out by Earth Works and is now complete, but still closed to the public until the trail can be properly signed for safety
- Eldridge reviewed the [trail proposal process](#) and noted that this proposal went through this process
- Eldridge stated the proposed name for this trail is Wasabi and will need to be approved by APRC Commissioners. The name, Wasabi, was chosen through a contest managed by RVMBA
 - It was noted that there are two trails, and it could be confusing if there is only one name. A possibility would be to use "Upper" or "Lower"
- Heycke stated that traditionally trails were named through a process managed by the Forest Lands Commission and sometimes names have been rejected. It was determined that the naming process will be moved over to the trails committee who would make a recommendation to APRC for final approval. Further refinement of this process will be necessary
- It was determined that the trails will not be officially designated with a difficulty rating, but there could be signage that uses general descriptors such as "easiest", "hardest: "caution", etc.

Motion: Hansen moved to recommend to APRC to name the new trail Wasabi with the distinction of Upper and Lower Wasabi. Seconded by Eldridge.

Vote: The vote was all yes.

Eldridge noted that Hansen is the new Council Liaison and McFarland is no longer a voting member because he is working part time for staff.

Eldridge noted that new bylaws will be presented to the subcommittee in the future as part of the process of forming a standing committee.

VII. Updates on Property Acquisition for Trail Connectivity

APRC recently purchased the Palen which is the missing link to maintain legal use of the Alice in Wonderland Trail

VIII. Update on Alice in Wonderland Ridge Trail

Adjacent property owners would like the unauthorized sections of Alice in Wonderland to move onto the existing legal easements located. The new pedestrian alignment is now open. The new mountain bike alignment needs to be completed. It was noted that adjacent property owners would like to explore moving the bike alignment further downslope from the existing easement. APRC staff will explore the process of changing the easements if the property owners will allow bikes on the existing route in the meantime. Heycke will communicate this to the property owners

IX. Potential Future Projects and Priorities Discussion (including existing or the formation of new working groups)

Working groups can be proposed by any member. The majority of the group would determine if the proposed working group covers trails that are a priority for the community. The group can be comprised of four or less voting committee members. It was also noted that outside groups can still submit requests for new trails/alterations to existing trails through official [trail proposal process](#) and the subcommittee will review those as they come in, which may require the formation of a working group. The proposed working groups from the subcommittee were as follows:

- Heycke proposed the creation of an Alice Ridge Working Group
- Eldridge proposed Siskiyou Mountain Park Working Group
- Hansen proposed the Glenview/Lithia Hillside Working Group
- Chapman proposed Imperatrice Working Group
- Chapman proposed an Acid Castle Working Group

The subcommittee members ranked their top choices and turned them into staff to tally. Eldridge will send out the results and call for volunteers to participate in the working groups.

X. Adjournment

The meeting adjourned at 3:32 p.m.

Respectfully submitted
Sean Sullivan, Business Operations Manager

MINUTES
ASHLAND PARKS & RECREATION COMMISSION
Recreation Division Advisory Committee (RDAC)
August 17, 2023 4:00 p.m.

In-person meeting at Lithia Cabin 340 S. Pioneer St. Ashland, OR 97520

Present: Committee Members: Commissioners Lewis and Bachman, Members Grimm and Buck

APRC Staff: Deputy Director Dials, Recreation Manager Flora

CALL TO ORDER

Grimm called the meeting to order at 4:00p.m.

APPROVAL OF MINUTES

Buck moved for approval of the June 15, 2023 RDAC minutes. Lewis seconded. All in favor.

PUBLIC PARTICIPATION

None

BUSINESS

Discussion of Nature Center -Short Term and Long Term (Deputy Director Dials & All)

Dials updated the committee regarding the current staffing at the Nature Center. We have one staff member (Jen Aguayo) who is running the Nature Center and site maintenance. We are down one full time position at the Nature Center. **Dials** gave the history of the positions at the Nature Center. Prior to COVID, the Nature Center had three-full time staff. 1 Manager, 1 Coordinator and 1 office assistant. The Office Assistant position was laid off during COVID and was never refilled. Currently, 1 office assistant position is shared between The Grove, Senior Center and Nature Center.

The committee suggested that a presentation be done to the Commission that reminds them what positions were lost. A "Past, Present and Future of staffing" presentation.

Update on the Grove

Flora reviewed the upcoming schedule for use of the gym in the Grove. The Grove gym continues to be a popular venue for a variety of classes and used by a number of organizations including the Senior Center, OLLI programs, and private instructors.

Members discussed the impact of City of Ashland Utility Billing Office occupying the Otte-Peterson classroom which was previously used for recreational programs requiring a classroom setting.

Other Items from Committee Members

ADJOURNMENT

The meeting adjourned at 5:27p.m. Next meeting will be October 19 at 4pm.

Respectfully Submitted,
Rachel Dials & Lonny Flora
APRC

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger



Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners
FROM: Rachel Dials, Deputy Director
DATE: November 2, 2023
SUBJECT: RDAC Member Appointment (Action)

There is currently a vacancy on the RDAC committee left by a resignation last year. One of the duties of the APRC Chair is to appoint members to APRC established committees.

Sophia Blanton submitted her application (attached), and the committee has recommended her. Sophia is an Event Planner and is heavily involved with Rogue World Music.

A motion to approve the Consent Agenda would adopt the following motion for this item:

I move to acknowledge the appointment of Sophia Blanton by the Chair of APRC to the RDAC committee.

APPLICATION FOR APPOINTMENT TO CITY COMMITTEE/COMMISSION

Please type or print answers to the following questions and submit to the City Legal Department at City Hall, 20 E Main Street, or email melissa.huhtala@ashland.or.us. If you have questions, please feel free to contact the City Recorder at 541.552.2084.

Attach additional sheets if necessary.

Name _____

Requesting to serve on: _____ (Committee/Commission)

Mailing Address _____

Physical Address _____

Occupation _____

Phone: Home _____

Work _____

Email _____

Fax _____

1. Education Background

What schools have you attended? _____

What degrees do you hold? _____

What additional training or education have you had that would apply to this position?

2. Related Experience

What prior work experience have you had that would help you if you were appointed to this position?

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? _____



3. Interests

Why are you applying for this position? _____

4. Availability

Are you available to attend special meetings, in addition to the regularly scheduled meetings?
Do you prefer day or evening meetings? _____

5. Additional Information

How long have you lived in this community? _____

Please use the space below to summarize any additional qualifications you have for this position:

_____ Date

_____ Signature



ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

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Leslie Eldridge
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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners
FROM: Leslie Eldridge, Interim Director
DATE: November 8, 2023
SUBJECT: Approval of Alice in Wonderland Mountain Bike Trail Reroute

With the recent APRC purchase of the “Palen” property, a continuous public route for the Alice in Wonderland trail has finally been achieved with a combination of city land and legal easements on two private properties. The existing Alice trail is scheduled to be closed-off to public access in January 2024 and two new separate single-track trails for bikes and pedestrian/equestrian have either been built or are planned for completion.

The new pedestrian trail alignment was built Spring 2023 by the Ashland Woodland and Trails Association (AWTA) and is now open to hikers. A new mountain bike trail alignment has been proposed by the Rogue Valley Mountain Bike Association (RVMBA).

On October 10, 2023, the Trails Subcommittee voted to approve the Alice in Wonderland bike trail reroute as presented in the accompanying map. Later the same day (Oct 10, 2023), the Forest Lands Management Advisory Committee also voted to approve the trail alignment.

APRC staff has been working with RVMBA and private landowners to prepare for the trail build, which will be completed with volunteer labor on Nov 11 and Nov 18, 2023.

APRC has agreed upon the following specifications for the trail build on public land.

2013 Geology Report - Recommended Mitigations for Trail Design/Construction:

11-1-2023

1. Construct the new bike trail within the 15’ easement corridor.
2. Construct the new segments of trail by hand.

3. Cut as little vegetation as possible to retain root strength and reduce potential for surface erosion/slope failures.
4. Where possible construct trail above trees and brush species.
5. Place log cribbing where side slope gradients exceed 65% and/or severe erosion or tension cracking occurs.
6. If tension cracks develop in soils in or along the trail fill slopes, utilize 5% bentonite clay mixed with on-site soils to seal soil cracks.
7. Out-slope proposed trails from two to four percent, unless erosion or old landslide headwalls occur below.
8. Utilize slight up and down undulations in trails to help direct water away from the most severely eroded sites.
9. Pile existing and cut brush in steep draws or eroded areas below the new trail and drain away from steep slopes above old slope failures as much as possible.
10. Drain water away from steep slopes above old slope failures as much as possible.
11. Place tree limbs and/or angular rock at switch back corners and below drain off areas to dissipate energy of surface flows.
12. It is recommended that trail gradients not exceed 20% slope on either trail.

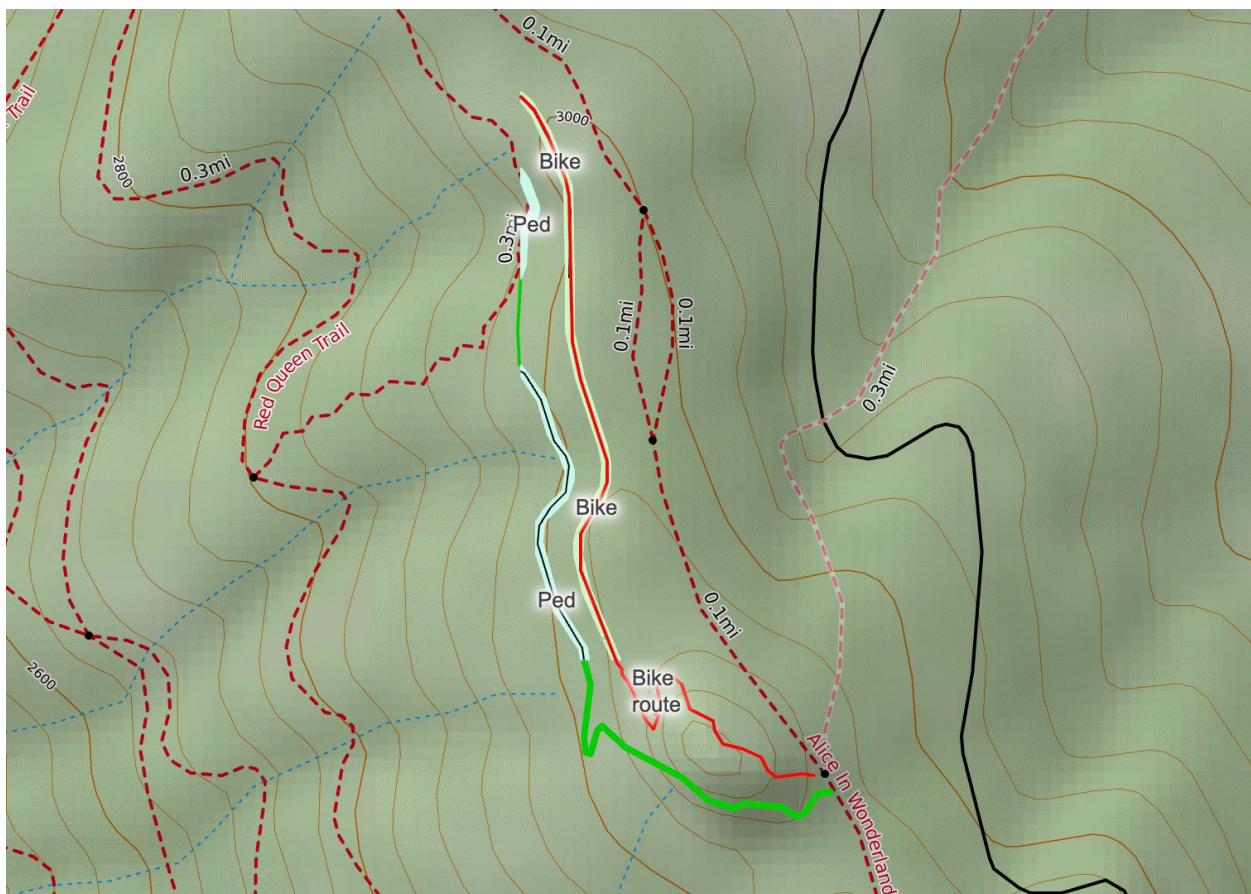


Figure 1. Existing pedestrian re-route (green) alongside proposed MTB reroute (red).

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
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Jim Lewis
Stefani Seffinger



Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners
FROM: Interim Director Eldridge
DATE: November 8, 2023
SUBJECT: Update to CIP Budget for APRC (Possible Action)

Situation

Staff presented the updated BN 23-25 CIP Budget at the Study Session on November 1, 2023 and provide two possible scenarios to inform project allocation decisions. After Commissioner feedback staff is including an additional scenario for consideration.

Background

APRC, in conjunction with City Finance Department, has reconciled FY23 CIP Ending Fund Balance and updated BN 23-25 CIP budget accordingly. As staff reported at the Oct 11 APRC Business Meeting, the actual CIP Ending Fund Balance was ~4M (as opposed to the ~5.6M that was budgeted) (See Table 1). Based on this disparity, as well as other factors related to best practices requested by Finance, staff has prepared an updated BN23-25 CIP Budget (See Table 2).

Assessment

Some line items on the Updated BN 23-25 CIP Budget that have already been committed or represent critical projects or fund transfers that cannot be amended. Staff recommends only considering the following line items for potential reduction in funding allocations: Daniel Meyer Pool Rebuild, All Parks Master Plan, Oak Knoll Golf Course, Ashland Creek Park Basketball/Sports Court and Trails.

Table 1

**Budgeted CIP Ending Fund Balance
FY 2023**

	Total CIP
Budgeted	5,590,786
Actual	3,973,971
Variance	(1,616,815)

**Table 2
Budgeted CIP By Source for BN 23-25**

SOURCE	EFB 21-23	New Revenue 23-25	TOTALS
F&B	3,973,971	1,600,000	5,573,971
Grants	NA	1,700,000	1,700,000
Bonds	NA	8,200,000	8,200,000
			15,473,971

Possible Motion

I move to approve the Updated BN23-25 as presented in scenario (number)

APRC CIP BN23/25 UPDATE - SCENARIO 1

Description	FY 2023/24			FY 2024/25				CIP BN 23/25		
	F&B	Grant	2023-24 Totals	F&B	Grants	Bond	2024-25 Totals	2023/25 Updated Allocation Total	2023/25 Approved Budget	Variance
Real Estate Acquisition	610,000		610,000				-	610,000	384,878	225,122
Repair Perozzi Fountain @ Lithia Park	-	650,000	650,000		-		-	650,000	650,000	-
Japanese Garden	-	50,000	50,000		50,000		50,000	100,000	100,000	-
Daniel Meyer Pool Rebuild			-	677,781		8,200,000	8,877,781	8,877,781	10,200,000	(1,322,219)
East Main Park Development	1,016,100		1,016,100				-	1,016,100	1,016,100	-
East Main Park Pump Track	75,000	250,000	325,000				-	325,000	325,000	-
Kestral Park Bridge	150,000	550,000	700,000				-	700,000	700,000	-
Lithia Park Improvements	75,000	75,000	150,000	75,000	75,000		150,000	300,000	300,000	-
All Parks Master Plan	150,000		150,000				-	150,000	150,000	-
Facilities Projects (deferred maintenance)	300,000		300,000	300,000			300,000	600,000	600,000	-
Oak Knoll Golf Course Improvements	550,000		550,000				-	550,000	550,000	-
Alternative Irrigation Improvements	50,000		50,000	50,000			50,000	100,000	100,000	-
Ashland Creek Park Basketball/Sports Court	-		-	100,000			100,000	100,000	100,000	-
Capital Outlay	100,000		100,000	100,000			100,000	200,000	200,000	-
Trails	75,000		75,000	75,000			75,000	150,000	150,000	-
Repair Rehab and Restoration Transfer	422,545		422,545	422,545			422,545	845,090	845,090	-
Central Irrigation Controller Upgrades	100,000		100,000	100,000			100,000	200,000	200,000	-
Total	3,673,645	1,575,000	5,248,645	1,900,326	125,000	8,200,000	10,225,326	15,473,971	16,571,068.00	(1,097,097)

NOTE: Total includes Adopted CIP Budget plus Repair Rehab and Restoration Transfer and F&B projection

APRC CIP BN23/25 UPDATE - SCENARIO 2

Description	FY 2023/24			FY 2024/25				CIP BN 23/25		
	F&B	Grant	2023-24 Totals	F&B	Grants	Bond	2024-25 Totals	2023/25 Updated Allocation Total	2023/25 Approved Budget	Variance
Real Estate Acquisition	610,000		610,000				-	610,000	384,878	225,122
Repair Perozzi Fountain @ Lithia Park	-	650,000	650,000		-		-	650,000	650,000	-
Japanese Garden	-	50,000	50,000		50,000		50,000	100,000	100,000	-
Daniel Meyer Pool Rebuild			-	1,000,000		8,200,000	9,200,000	9,200,000	10,200,000	(1,000,000)
East Main Park Development	1,016,100		1,016,100				-	1,016,100	1,016,100	-
East Main Park Pump Track	75,000	250,000	325,000				-	325,000	325,000	-
Kestral Park Bridge	150,000	550,000	700,000				-	700,000	700,000	-
Lithia Park Improvements	75,000	75,000	150,000	75,000	75,000		150,000	300,000	300,000	-
All Parks Master Plan	75,000		75,000				-	75,000	150,000	(75,000)
Facilities Projects (deferred maintenance)	300,000		300,000	300,000			300,000	600,000	600,000	-
Oak Knoll Golf Course Improvements	400,000		400,000				-	400,000	550,000	(150,000)
Alternative Irrigation Improvements	50,000		50,000	50,000			50,000	100,000	100,000	-
Ashland Creek Park Basketball/Sports Court	-		-	100,000			100,000	100,000	100,000	-
Capital Outlay	100,000		100,000	100,000			100,000	200,000	200,000	-
Trails	25,000		25,000	27,781			27,781	52,781	150,000	(97,219)
Repair Rehab and Restoration Transfer	422,545		422,545	422,545			422,545	845,090	845,090	-
Central Irrigation Controller Upgrades	100,000		100,000	100,000			100,000	200,000	200,000	-
Total	3,398,645	1,575,000	4,973,645	2,175,326	125,000	8,200,000	10,500,326	15,473,971	16,571,068.00	(1,097,097)

NOTE: Total includes Adopted CIP Budget plus Repair Rehab and Restoration Transfer and F&B projection

APRC CIP BN23/25 UPDATE - SCENARIO 3

Description	FY 2023/24			FY 2024/25				CIP BN 23/25		
	F&B	Grant	2023-24 Totals	F&B	Grants	Bond	2024-25 Totals	2023/25 Updated Allocation Total	2023/25 Approved Budget	Variance
Real Estate Acquisition	610,000		610,000				-	610,000	384,878	225,122
Repair Perozzi Fountain @ Lithia Park	-	650,000	650,000		-		-	650,000	650,000	-
Japanese Garden	-	50,000	50,000		50,000		50,000	100,000	100,000	-
Daniel Meyer Pool Rebuild			-	500,000		8,200,000	8,700,000	8,700,000	10,200,000	(1,500,000)
East Main Park Development	1,016,100		1,016,100				-	1,016,100	1,016,100	-
East Main Park Pump Track	75,000	250,000	325,000				-	325,000	325,000	-
Kestral Park Bridge	150,000	550,000	700,000				-	700,000	700,000	-
Lithia Park Improvements	75,000	75,000	150,000	75,000	75,000		150,000	300,000	300,000	-
All Parks Master Plan	150,000		150,000				-	150,000	150,000	-
Facilities Projects (deferred maintenance)	300,000		300,000	300,000			300,000	600,000	600,000	-
Oak Knoll Golf Course Improvements	550,000		550,000				-	550,000	550,000	-
Alternative Irrigation Improvements	50,000		50,000	50,000			50,000	100,000	100,000	-
Ashland Creek Park Basketball/Sports Court	-		-	100,000			100,000	100,000	100,000	-
Capital Outlay	188,890		188,890	188,891			188,891	377,781	200,000	177,781
Trails	75,000		75,000	75,000			75,000	150,000	150,000	-
Repair Rehab and Restoration Transfer	422,545		422,545	422,545			422,545	845,090	845,090	-
Central Irrigation Controller Upgrades	100,000		100,000	100,000			100,000	200,000	200,000	-
Total	3,762,535	1,575,000	5,337,535	1,811,436	125,000	8,200,000	10,136,436	15,473,971	16,571,068.00	(1,097,097)

NOTE: Total includes Adopted CIP Budget plus Repair Rehab and Restoration Transfer and F&B projection

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger



Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Interim Director Eldridge

DATE: November 8, 2023

SUBJECT: East Main Park Plan (Action)
Goal # 3 Build East Main Street neighborhood park including the dog park, bike-skills, and pump track.

Situation

APRC is in the design phase for a new regional/neighborhood park at 2228 East Main Street. This 6.52-acre open space parcel will provide a park on the southeast end of town. Terrain Landscape Architects (TLA) will be presenting the design for East Main Park. There were minor changes to the design after it was presented to the Commission in January of 2023.

Background

For the 23-25 Biennium APRC adopted Goal #3 to build East Main Street neighborhood park including the dog park, bike-skills, and pump track.

This 5.52-acre open space was purchased in 2018 from the Shaffer family, a long-time Ashland family who acquired the property in the 1960s. In 2021 an additional 1.0-acre contiguous to the 5.52 parcel at 2290 E Main St was purchased, bringing the total acreage of the park to 6.52. This project will offer the citizens of Ashland a park on the south end of town. This is a replacement for the YMCA Park that was sold in 2017.

On October 30, 2020, APRC published a Request for Proposals- Qualification Based Selection (RFP) for the design of this new park. An evaluation team of six members completed a comprehensive review of the proposals. On March 4, 2021, APRC awarded the contract to Terrain Landscape Architects.

Public Involvement and Outreach

Working Group - A six-person work group comprised of Commissioners Landt and Bell, staff, and community stakeholders was created to evaluate the RFP for design and give input about project design.

October 24, 2019- A public input session was held, where design elements and neighbor concerns were gathered. Approximately 60 citizens took part in this charette style meeting and created site plans. The neighbors and stakeholders are generally in favor of a new park with several key elements.

August 18, 2021- An electronic public listening session was held. A conceptual design was presented, and the attendees gave feedback about desired usage and concerns. Approximately 80 citizens took part in this webinar.

Public Survey - September 2021 Terrain Landscape Architects conducted an online survey to gather more information about desired park elements. The survey yielded about 1000 responses.

March 3, 2022- A electronic public listening session was held. The public survey results were reviewed and the preliminary draft design for the park was presented. Approximately 100 citizens took part in this webinar.

May 4, 2022- Preliminary design presented to APRC.

Stakeholder meetings – In the fall of 2022, staff and TLA met with Rogue Valley Mountain Bike Association (RVMB), Bee City USA, and Community Gardeners to review the preliminary design and receive input and comments regarding the design.

Project webpage – staff created a webpage in 2020 for the community to view project information and timeline. ashland.or.us/eastmainpark

Assessment:

Since the plan was last presented to the Commission following changes have been made:

1. Renamed loading zone at the community garden (not 'parking').
2. Changed orientation of two gates at the dog park.
3. Added Handwash Station and revised drinking fountain locations.
4. Changed community garden fence to black chain link
5. Eliminate the designated staging area for materials outside of the garden
6. Pathways that are not paved changed to DG, not gravel.
7. Details (specifications)
 8. L7.1,details 1 and 4 - Split rail fence details now note that they should follow APRC standards for footings
 9. L7.0, detail 1 – finish grade relative to concrete paving was clarified
10. Added EV charging and E-Bike charging
11. Added dashed rectangles for solar panels on structures, noted as "Future solar panels, typ. at structure roofs" (and photo added on L9.0)
12. Added screen walls in front of toilet structures
13. Adjusted the path connections to the existing sidewalk along Abbott Ave
14. Added solid wood 'good neighbor' fence at perimeter property lines (exception: Desmit property will still have split rail)
15. Removed donor pavers

Summary:

At the APRC Business Meeting on January 5, 2023, the final design was presented to the Commission. At that time the Commission approved the design on condition of East Main Park "Subcommittee" approval. The East Main Park group was actually an informal working group with a limited membership that was unable to meet again for the purposes requested. Alternatively, staff are presenting the East

Main Park final design to the Commission for formal approval and to update Commissioners on the project status.

TENTATIVE Project Timeline

(NOTE: Timeline is dependent on many factors outside of APRCs control. Timeline may change at any time)

TASK	ASSIGNED TO	PROGRESS	START	END
Construction Document Phase				
Review and Comment to DD Set	APR	100%	1/12/23	6/30/23
Research and Revisions	TLA	100%	7/1/23	9/1/23
50% CD + written findings	TLA	100%	7/1/23	9/1/23
Pre App Meeting (2nd)	ALL	100%	9/6/23	9/6/23
Parks Commission 2nd Presentation	TLA	0%	11/8/23	11/8/23
Jackson County Property Line Adjustment Submittal	RSA	0%	11/15/23	2/13/24
City of Ashland Annexation & Zone Change Submittal	RSA	0%	1/14/24	4/13/24
City of Ashland Site Design Review Submittal	TLA	0%	1/14/24	5/13/24
Planning Commission Presentation	TLA	0%	5/14/24	5/14/24
90% CD (internal review)	TLA	0%	1/14/24	3/30/24
100% CD	TLA	0%	4/5/24	5/7/24
Pricing	TLA	0%	5/10/24	6/11/24
Review of pricing	APR	0%	6/14/24	6/25/24
Building & Trade Permits	TBD	0%	6/28/24	8/27/24
Construction Begins Summer 2024				

***APR**- Ashland Parks & Recreation **TLA**- Terrain Landscape Architects **RSA** – Richard Stevens Associates

Recommendation:

Staff recommends the Commission approve the East Main Park final design as presented.

Possible Motion:

Move to approve the East Main Park final design as presented.

Electronic Attachments:

[E. Main Park Design](#)

[E Main Park Civil Design](#)

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger



Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Interim Director Eldridge

DATE: November 8, 2023

SUBJECT: Advisory Bodies to APRC (Action)
(Goal #1 Employ best management practices)

Situation

APRC has several advisory bodies that serve to provide recommendations to the Parks Commission. Staff has drafted a comprehensive compilation of the existing Standing Advisory Committees, dissolved inactive or concluded bodies, and proposed the creation of Management Advisory Committees (MACs) modeled after the City Council action.

Background

Earlier this year, City Council approved an update and organization of its advisory bodies. All advisory bodies were classified into either 1) Advisory Committees or 2) Management Advisory Committees (MACs). The draft document presented in this packet utilizes the structure and format of the City Council action to achieve alignment with the needs of APRC staff and commissioners. It also brings management and staff efficiencies while still providing a vital community feedback mechanism.

Standing Advisory Committees are subject to public meeting laws, have staff support and serve to make recommendations to the elected group of Parks Commissioners. Management Advisory Committees (MACs) are created at the request of the Parks Director and serve to make management recommendations to the Director. MACs do not require strict adherence to public meeting laws, though as much public transparency as possible is recommended. For example, APRC may choose to have all MACs provide public notice of future meetings, as well as short "Meeting Outcomes" available to the public.

Assessment

The policies and guidance presented in this packet impose structure and order on our advisory groups. They establish consistent policies for all Advisory Committees and establish MACs, which allow for informal management feedback to the director. The draft APRC policy preserves the following Standing Advisory Committees:

- Ashland Senior Advisory Committee (ASAC)
- Recreation Division Advisory Committee (RDAC)
- Ashland Trails Advisory Committee (ATAC)

The draft APRC policy creates the following Management Advisory Committees:

- Bee City USA
- Current Parks, Conservation, and Maintenance
- Ashland Japanese Garden
- Oak Knoll Golf Course

APRC advisory bodies that have completed their work or are inactive (Dissolved):

- Long Range Planning
- East Main Park
- Lithia Park Master Plan
- Parks, Trails, and Open Space Map Update

Recommendation:

Staff is recommending the Commission adopt the Commission Policy on Advisory Committees and Management Advisory Committees.

Possible Motion:

I move to approve the Parks Commission Policy on Advisory Committees and Management Advisory Committees as presented.



**Ashland Parks and
Recreation Commission**

COMMISSION POLICY

TITLE ADVISORY COMMITTEES AND MANAGEMENT ADVISORY COMMITTEES	POLICY No. CP.2023.10.25
EFFECTIVE DATE	REVISED DATE

**ADVISORY COMMITTEES AND
MANAGEMENT ADVISORY COMMITTEES POLICY**

The Charter of the City of Ashland, **Article XIX – “Park Commission,”** gives the Ashland Parks and Recreation Commissioners the *“power to formulate and adopt rules and regulations for their government.”* This authority allows Commissioners to adopt rules and policies through the public process in order to provide organization, aide in decision making and to provide regulation for park and facility uses in order to achieve the goals of the APRC and protect people, the environment and assets and to ensure fair and equal use of parks by all users.

- I. **PURPOSE:** To update and consolidate policies, procedures, and guidance as it relates to Advisory Committees and create Management Advisory Committees.

- II. **Procedure and Guidance**
 Advisory committees to the Ashland Parks and Recreation Commission and the APRC Board of Commissioners include the following:
 - A. Each advisory committee shall serve solely as an advisory body whose actions or recommendations shall not be considered as APRC policy or the establishing of APRC policy or as final decisions of APRC and are therefore not subject to administrative or judicial appeal. Each advisory committee will provide service that does not conflict with the functioning of APRC, other City departments or other government agency and shall have no executive or administrative powers or civil rights investigatory or enforcement authority. Attendance at an orientation or training session for standing advisory committee members, when offered, is required before they are permitted to further exercise voting rights at committee meetings. The Parks Director or designee will provide at least an annual orientation or training session update to all standing advisory committees and will be responsible for assigning APRC staff support for the work of the advisory committees. Except as otherwise expressly stated, standing advisory committees shall observe policies and meeting and conduct rules consistent with those set forth for commissions and boards in AMC 2.10, Uniform Policies and Operating Procedures for Advisory Commissions and Boards, including its meeting and attendance, and code of ethics provisions.

 - B. Advisory committee members shall serve as individuals exercising their own best judgement and not as delegates for their respective organization or groups. Committees

and their members are not official representatives of the APRC or the City of Ashland and may not present their committees recommendations or their personal opinions or points of view as representative of APRC policy or operational perspectives. Prior to speaking publicly on behalf of their respective advisory committee, members must secure the permission of their committee to represent the activities or recommendations of their committee.

- C. A quorum of each standing advisory committee shall consist of more than one-half($\frac{1}{2}$) of the total number of its current APRC Board of Commissioners-confirmed voting members, but in no case fewer than three (3) members. Appointed voting and alternative members of a standing advisory committee may not name a substitute or alternate member to attend a meeting of their advisory committee on their behalf. Nonvoting ex-officio members, staff, and liaisons do not count toward the quorum. Appointed voting and alternate members of a standing advisory committee need not be physically present at a meeting if another means of attendance (e.g., telephonic, internet, etc.) has been established by the membership and public meetings law requirements are met. At least a majority of the quorum is necessary to adopt any motion; some motions may require the affirmative vote of at least two-thirds of the members present. A voting or alternative member of a standing advisory committee should provide at least a 48-hour notice to both their committee's chairperson and the Parks Director appointed ex-officio committee staff support member regarding any planned absence from a scheduled meeting of the advisory committee. In the event of an unexpected or emergency absence, the member should notify their advisory committee's chairperson, or the appointed staff support individual within a reasonable time in advance of the meeting. If the members in attendance do not constitute a quorum, staff or invitees may make informational presentations provided (1) Notes describing the presentations and discussions are made and posted on the City website; (2) no motion, debate or vote or any other official business other than adjournment takes place; and (3) all topics advertised are automatically added to the agenda for the next regularly scheduled meeting.
- D. Standing advisory committees may request voluntary testimony but may not compel an individual or organization to appear before it or respond to questions.
- E. Advisory bodies may consult with other APRC or city advisory committees on matters of mutual interest in the course of developing recommendations to bring to the APRC Board of Commissioners. It will be the responsibility of advisory committee chairpersons to work or meet informally as needed to coordinate the activities or coordination of matters between their committee and other advisory committees.
- F. Standing advisory committee members (voting, alternative and non-City staff ex-officio) will be appointed by the APRC Chair with the consent of the APRC Board of Commissioners. APRC confirmed standing advisory committee appointments shall have three (3) year terms. All regular terms commence with appointment and shall expire on June 30 of the third year. In the case that a new committee member is appointed to fill the remainder of a recently vacated voting position, the new member will be eligible for reappointment at the end of the partial term they are completing. The Parks Director will appoint all ex-officio APRC staff support committee members which shall not have a vote on advisory committee matters.
- G. Standing advisory committees shall be governed by AMC 2.10 - Uniform Policies and Operating Procedures for Advisory Commission and Boards. Standing

advisory committees will be reviewed by the APRC Board of Commissioners approximately every three years as to their assigned responsibilities, level of effectiveness and the need for their continued role and existence.

- H. In keeping with the diversity, equity, and inclusion goals of APRC, efforts will be made to ensure that information regarding standing advisory committee vacancies and the application process is readily available and advisory committees are made up of residents that represent the diverse populations within the City. All committees shall assist APRC in ensuring that city programs related to the charge of the committee are equitable for all community members, including low-income, young people, persons of color, the elderly, and those living with disabilities. Standing advisory committees may have up to two additional non-voting, ex-officio student/youth members who are of high school or college age (see also Section I below).
- I. Unless otherwise stipulated below, voting and alternate standing advisory committee members will be comprised of individuals who reside within the City except one (1) member from each advisory committee may be an at-large member living within the City's urban growth boundary. Unless otherwise provided, all nonvoting ex-officio members are not required to be residents within the City or the urban growth boundary. Voting and alternate members must be over eighteen (18) years of age.
- J. All standing advisory committees serve at the pleasure of the APRC Board of Commissioners and shall deliver to the Commissioners an annual report on their activities and accomplishments in the preceding year and provide to the Commissioners for its approval the priorities and workplan for the succeeding year. Standing advisory committees are expected to work with and advise APRC staff to ensure their committee recommendations are aligned with APRC priorities and can be implemented within APRC resources and legal authority.
- K. Informal Working Groups composed of less than a quorum of voting committee members may be formed by Advisory Committees. Working groups report back to the assigned committee and do not make formal recommendations on behalf of any committee.
- L. Members are expected to attend meetings regularly. Members shall notify chair of the Advisory Committee and APRC staff in advance about any planned absences, to ensure a quorum will be present for meetings. A member may be released from their term by the APRC chairperson at any time by recommendation of Commission Liaison for excessive absences, ethics and/or code of conduct violations.

II. Standing Advisory Committees

Standing Advisory Committees to the APRC Commissioners are established and responsible for the purposes indicated in the following:

A. The Recreation Division Advisory Committee (RDAC)

RDAC's purpose is to advise the APRC on matters related to the Recreation Division programs and services and to coordinate with the APRC Director and the Deputy Director on matters related to the general operations, quality, promotions, diversity, equity and inclusion practices and programming.

The RDAC membership shall be composed of up to nine (9) voting members, as follows:

1. Up to seven (7) members representing program participants and community partners, with minimum of two (2), maximum of four (4) in each category.
2. Two (2) Ashland Parks and Recreation Commissioners

B. The Ashland Senior Advisory Committee (ASAC)

ASAC's purpose is to advise the APRC on matters related to the Senior Services Division and to coordinate with the APRC Director and the Senior Services Superintendent on matters related to the general operations, quality, promotion and programming of the Senior Services Division. The Committee may also advocate for senior needs in City policies, with partner agencies and within other contexts.

The ASAC membership shall be composed of up to nine (9) voting members, as follows:

1. Up to seven (7) members representing program participants and community partners, with minimum of two (2), maximum of four (4) in each category.
2. One (1) Ashland Parks and Recreation Commissioner
3. One (1) City Councilor

ASAC members are appointed by the APRC chairperson, with the exception of the City Councilor, who is appointed by the mayor.

C. Ashland Trails Advisory Committee (ATAC)

DRAFT: ATAC's purpose is to advise the APRC on alterations or additions to the trails system whether internally proposed or proposed by an outside entity. This committee is charged to review and recommend changes to the Trails Master Plan on an as-needed basis.

The ATAC's membership shall be composed of up to nine (9) voting members, as follows:

1. Two (2) community members from the Hiking Community
2. Two (2) community members from the Mountain Biking Community
3. Two (2) Ashland Parks and Recreation Commissioners
4. Two (2) Ashland Forest Lands MAC members
5. One (1) Ashland City Council Liaison

ATAC shall be responsible for assisting APRC in the following:

1. Describe a system of trails for pedestrians and non-motorized vehicles on public lands and privately granted easements.
2. Increase trail connectivity between Ashland's neighborhoods and its varied environments, including downtown, commercial, educational, and surrounding rural areas.
3. Enhance Ashland's quality of life through improved recreation, health, and transportation opportunities.
4. Establish appropriate trail standards based on approved uses, site opportunities, and constraints.

III. Management Advisory Committees (MAC)

Management Advisory Committees may be established to serve at the request of the APRC Director to provide technical advice, and community support and input that can assist in preparing recommendations to enhance APRC operations or program implementation or for

APRC Board of Commissioner consideration. MACs are generally intended to be project or program specific but can meet as often and as long as necessary to meet their requested role or functions. Some MACs may meet only occasionally when requested, while others may meet regularly or semi-regularly over extended periods of time per the role assignment or needed term for their assistance. Membership on MACs will be established based on the type of advice sought and availability of potential qualified participants, urgency of issue or program being addressed, timeframe for the committee's role/participation, availability of APRC staff support resources, and/or other circumstances or considerations affecting the ability for effective MAC role participation. The rules of procedure, if necessary, for each MAC will also be established by the APRC Director at the time of the corresponding MAC's establishment. The APRC Board of Commissioners may refer issues or tasks to consideration by a MAC by vote of Commission or request to the APRC Director. MACs may include project or program topics related, but not limited to the following:

1. Ashland Japanese Garden
2. Bee City USA
2. Current Parks, Conservation, and Maintenance
4. Oak Knoll Golf Course

IV. Commissioner Liaison Appointment Process

The Chair of the Commissioners, with the consent of a majority of the Commissioners, shall appoint the membership of APRC committees.

Approved: _____ Date: _____
Rick Landt, APRC Chair

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

MEMO

TO: Ashland Parks and Recreation Commission

FROM: Chris Chambers, Forestry Officer (chris.chambers@ashland.or.us)

CC: Ashland Forest Lands Management Advisory Committee
Leslie Eldridge, Interim APRC Director

RE: Forestland Climate Change Adaptation—Siskiyou Mountain Park Follow-up Discussion

Since the commission was briefed in October on the state of forest health in Siskiyou Mountain Park (SMP), several events have unfolded:

1. A draft [project plan](#) has been posted to the City's website for public comment.
2. Two public field tours took place to discuss the issue of Douglas-fir mortality, and featured a retired forest entomologist who studied that topic.
3. A public meeting was held to gather input. Many trail users were concerned about shutting key mountain bike trails in May and June, though those trails are not at Siskiyou Mountain Park, we hope to avoid that timeframe if at all possible.
4. A Forest Committee volunteer staffed a booth for all of October (four days) at the Farmer's Market. During that time, there was only one person unsupportive of the proposed work, including the logging.
5. Trail postings at two locations since mid-September have created only two comments to the email listed on the posting. Both were thankful for the information and regretfully supportive of the need to move forward with tree removal for fire and trail safety.

Per local scientists, summer field research has further quantified estimates of dead and dying Douglas-fir (the dominant tree in SMP) that can't be counted from aerial surveys. The summer drone survey [done at SMP in July](#) showed 30% of Douglas-fir dead and dying (range of 12% to 72%). Of trees categorized as healthy (green from above) in the summer aerial survey, an additional 10-60% (median of 25%) showed signs of beetle attack and symptoms of decline, per initial results from field research. We can expect to see the range of percent dead/dying in SMP rise substantially based on this new data. Infested and declining trees will likely be dead within six to eight months. This illustrates the ongoing "beetle pressure" or contagion effect we're experiencing as populations are very high and host trees are still abundant.

The draft project plan lays out the background science, "refugia" areas where we hope conditions are more favorable for sensitive species for longer timeframes, an assessment of snags and downed wood as habitat, and four strategies for addressing the die-off—both current and predicted. SMP is at a critical confluence of factors:

1. There are many homes bordering the park and many hundreds more within ember travel distance of it (a key measure of fire hazard)
2. Significant patches are already almost all dead---up to 5 acres in one case, but commonly 3-4 acres. There are other species present, though they don't make up the dominant canopy.

ASHLAND FIRE & RESCUE

455 Siskiyou Boulevard
Ashland, OR 97520
(541) 482-2770 • Fax (541) 488-5318
TTY: 800-735-2900



3. Expensive helicopter-based tree removal (desirable due to low ground impact) isn't an ongoing economic option i.e. we can't just cut some now and "wait and see" if we need to come back in a year or two. Current costs will rise considerably if trees dead/dying now are too rotten to help off-set helicopter costs this year. Estimated range of costs per acre for helicopter work are \$2,234-\$2,713 and costs incurred on City land to deal with similar levels of die-off by piling and burning were roughly \$4,000 per acre three years ago.
4. Cutting green trees in areas of high risk (and green trees already infested with beetles) is socially challenging but most beneficial for forest health and fire safety.
5. Conservation values that lead to the Southern Oregon Land Conservancy easement on SMP are already degraded by the die-off. A fire in the park with the amount of developing dead and dying would further degrade ecological values, perhaps significantly.

The SMP project would have large areas of heavy tree removal where trees are already dead/dying. *The park is changing whether we do work there or not.* It will have areas that are significantly more open and we'll likely lose the vast majority of the overstory whether we do the project or not (per local research and predictive tools we've applied using GIS mapping).

A prudent course is to remove trees currently dead/dying and those that are predicted to die in the next five years, or "pre-capture" what will very likely be dead soon according to recent research and modeling. Areas with significant die-off should be replanted with pine, oak, and desirable understory plants as appropriate, working with SOLC on a species list that fits each site.

A critical component of this work is education and outreach to the public. The perception and aesthetic of a "healthy forest" must change as we adapt to present and future conditions being forced on us. More tours and outreach can be scheduled to see areas where trees are being marked, and as the project progresses through varying stages. This was done during the Ashland Forest Resiliency Project with success.

Lomakatsi Restoration Project has submitted a work proposal to the City that is on the Council agenda November 7th. We hope to have Lomakatsi help us with preparing this project, carrying out the tree marking, and collecting monitoring data at all phases of the work.

We are still working with SOLC staff to spell out site-specific plans, which will require more field visits and mapping, both of which are ongoing.

ASHLAND FIRE & RESCUE

455 Siskiyou Boulevard
Ashland, OR 97520
(541) 482-2770 • Fax (541) 488-5318
TTY: 800-735-2900



ASHLAND PARKS & RECREATION COMMISSION

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COMMISSIONERS:

Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger



Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Interim Director Eldridge

DATE: Nov 8, 2023

SUBJECT: Salmon Safe System-Wide Certification for APRC (Action)
(Goal #5 Develop an environmental sustainability and implementation plan)

Situation

APRC has the opportunity to achieve system-wide Salmon Safe Certification through a Pacific Northwest region peer-reviewed certification program.

Background

In the Spring/Summer of 2023, APRC partnered with Southern Oregon University (SOU) to evaluate options for enhanced environmental stewardship on the East Main Park project. Lulu Brazeau, a recent SOU graduate from the Environmental Science, Policy and Sustainability Department was hired by SOU's Institute for Applied Sustainability to work as a paid Intern for Terrain Landscape Architecture. Terrain is the firm contracted by APRC for the design of East Main Park.

On Oct 11, 2023, Lulu Brazeau presented the results of her research on Salmon Safe. At the November 1, 2023 Study Session, Dan Kent, the co-founder and Executive Director of Salmon Safe will provide more information about the certification background and process.

Assessment

Through consultation with Terrain, SOU's Institute for Applied Sustainability and APRC, it was determined that the system-wide Salmon Safe Certification was appropriate to our region, scientifically rigorous and achievable by APRC. Subsequent meetings with Salmon Safe staff and review of certification requirements reinforced these findings. Certification provides the following benefits to Ashland and APRC:

- Recognition for existing environmental practices.
- Rigorous science-based site development and land management practices to inform future APRC projects and goals.
- Increased focus on water quality and protection of sensitive aquatic and upland resources.

- Reflects the culture and values of the region- complements the imminent Klamath Dams removal project.
- Honors a critical resource of the indigenous peoples of our region.
- Promotes Ashland as a legitimate eco-tourism destination, where environmental stewardship and science-based management is prioritized.
- Provides leverage for acquiring grant funding for restoration or other projects.
- Initiates a long-desired mutually beneficial collaboration between SOU students/faculty with municipal government.

SOU has agreed to share the cost of certification (~20K) with a 10K cost match. Additionally, SOU will provide scientific support in the form of paid interns, capstone projects and faculty engagement.

Recommendation:

Staff recommends that the Parks Commission approve APRC to pursue a system-wide Salmon Safe Certification.

Possible Motion:

I move to approve APRC to pursue a system-wide Salmon Safe Certification.