

IMPORTANT: Any citizen attending a commission meeting may speak on any item on the agenda. If you wish to speak, please fill out the Speaker Request form located near the entrance to meeting room. The Chair will recognize you and inform you as to the amount of time allotted to you. The time granted will be dependent to some extent on the nature of the item under discussion, the number of people who wish to be heard, and the length of the agenda.

## **CITY OF ASHLAND PARKS AND RECREATION COMMISSION**

### **Regular Meeting Agenda MARCH 23, 2015 @ 7:00 PM COUNCIL CHAMBERS ♦ 1175 E. MAIN STREET**

#### **CALL TO ORDER**

#### **APPROVAL OF MINUTES**

- Study Session—February 9, 2015
- Joint Meeting with Council—February 11, 2015
- Regular Meeting—February 23, 2015

#### **PUBLIC PARTICIPATION**

- Open Forum

#### **ADDITIONS or DELETIONS TO THE AGENDA**

#### **UNFINISHED BUSINESS**

- Update on Budget Process

#### **NEW BUSINESS**

- Reconsideration of FootGolf Implementation Schedule
- Consideration of a Dog Policy at Oak Knoll Golf Course
- Bee City USA – Citizen Application Reviews and Approval
- Appointment of Parks Commissioner to Position #1 - Ashland Parks Foundation Board
- Consideration of Proposed Modification to Ashland Parks and Recreation Logo

#### **SUBCOMMITTEE and STAFF REPORTS**

- Volunteer in Parks Program – 2014 Staff Report
- Ice Rink End-of-Season Report

#### **ITEMS FROM COMMISSIONERS**

#### **UPCOMING MEETING DATE(S) and PROPOSED AGENDA ITEMS**

- Study Session—April 20, 2015
  - The Grove, 1195 E. Main Street—7:00 PM
- Regular Meeting—April 27, 2015
  - Council Chambers, 1175 E. Main Street—7:00 PM.

#### **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 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28CFR 35.102-35.104 ADA Title I). Beginning April 15, 2014, City of Ashland televised meetings will occur on channel 180 for Charter subscribers. Ashland TV subscribers can continue viewing City meetings on channel 9.

City of Ashland  
PARKS AND RECREATION COMMISSION  
STUDY SESSION MINUTES  
February 9, 2015

**ATTENDANCE**

Present: Commissioners Gardiner, Landt, Lewis, Miller, Shaw; Director Black; Superintendents Dials and Dickens

Absent: City Council Liaison - Mayor John Stromberg

**CALL TO ORDER**

Gardiner called the study session to order at 7:00 p.m. at the Parks office, 340 S. Pioneer Street.

**FY 13-15 CIP PROJECT BALANCES DISCUSSION**

Black said the 13-15 biennial budget period was ending and it was time to review capital projects and funding levels and sources. The commission's capital projects – funded at \$4.8M for the 13-15 biennium – had a remaining balance of \$2.7M of projects. Revenues for CIP projects came from the general fund, food and beverage taxes, SDCs, grants and loans and the Parks CIP ending fund balance (EFB). Council designated certain projects as critical capital improvements for which resources could be used. Black reviewed a chart showing project numbers, project descriptions, start and completion dates, estimated budgets per project and over/under corrections along with project balances and notes. For over-budget projects, funds could be borrowed from other Parks capital improvement projects with positive balances. Black suggested balancing out the capital improvements category by using funds allocated for the unfinished Lithia Park rehabilitation project and other funded but unfinished projects. This was an opportunity to evaluate all capital projects in terms of each project's vitality for moving into the next biennial budget. Several projects went over budget; Black hoped future projects could be accurately estimated.

Projects with positive balances included Lithia Park rehabilitation, Butler-Peruzzi Fountain repairs, Lithia Park restroom replacement, and Daniel Meyer Pool bathhouse improvements. Black said columns three and five on the capital projects spreadsheet would be balanced and zeroed out if the Commission chose to accept staff's proposed changes. He requested feedback from the Commission.

Discussion Among Commissioners

In terms of the Calle Guanajuato resurfacing project that ran over budget by nearly \$200,000, Landt said he was not concerned about funds spent but wished the Commission heard about overages up front rather than afterwards. Shaw asked for regular project updates going forward, with the commission notified about changes. Lewis agreed, stating that project reminders and updates were helpful. Black said staff would share change orders or unexpected expenses with the Commission in the future.

Landt noted that funds for the second dog park off lower Clay Street were included on the CIP list but not the Lithia Park sidewalk (from the bandshell up to the Lithia Park shop)—both previously identified as projects to be funded using Parks' EFB dollars. Black said he and City Administrator Kanner worked on locating the Parks EFB totaling \$470,000. It appeared that the current balance was around \$300,000, with the remaining amount used for the payout of the previous director's HRA VEBA account.

With regard to the sidewalk project, Black suggested asking Public Works Engineering to submit a design toward determining costs.

Landt asked if the money set aside for land acquisitions had to be spent so as not to be lost. Black said budget committees were typically conservative and they liked to see allocated funds spent; otherwise they questioned why funds were requested but not utilized.

Gardiner said Black's CIP list was a good starting point. He asked if the Commission was satisfied with how the funds were balanced by Black. Shaw said he was fine with the list for now. He remembered hearing about requests for donations for Butler-Peruzzi Fountain repairs but felt the public should not be asked to pay for fountain repairs. If the Commission had funds to fix it, the Commission should use those funds and repair it. Lewis said he didn't think the Commission should spend \$500,000 on repairing the fountain. He suggested having a Commission discussion about removing the fountain from Lithia Park. Shaw said the previous Parks Director worked out a bond deal through the City—without Commission involvement—a deal that would take twenty years to repay. Black said the

### **FY 13-15 CIP PROJECT BALANCES DISCUSSION, cont'd.**

bonded funds needed to be used for an active project within a certain timeline and there was discussion about using some to pay for the full cost of resurfacing the Calle Guanajuato.

Black said he would bring the CIP list back to the Commission for further discussion and a vote. The record would show that a public process occurred and all CIP projects balanced out in terms of what was budgeted and what was spent in BN 13-15. He felt this would show good management by the Commission, with the Commission making sound budget decisions leading into the BN 15-17 season.

Gardiner said the February 23 regular meeting would include a proposal for how to reallocate / utilize BN 13-15 CIP funds for Parks projects, with a Commission vote following a discussion.

### **JAPANESE GARDEN GATEWAY CONSTRUCTION UPDATE**

Dickens said the Monkey Puzzle tree (removed from Lithia Park a year earlier) was still in the curing process. Because of that, the proposed gateway woodworker, William Olsen, had not been ready to move ahead. Engineered footings for the project were needed along with fabricated steel. Staff would be required to go out to bid on the custom steel parts. The woodworking would be a direct award due to the special skills required for such work, similar to artwork. Dickens said he hoped to have the project completed by June 1. Once Olsen was ready, a contract would be drawn up for his services. Staff had current specifications and drawings for the new Japanese Garden gateway in Lithia Park.

### **UPCOMING JOINT COUNCIL / COMMISSION MEETING DISCUSSION**

Black reviewed the joint Council / Commission meeting agenda. Items included:

- Review of Parks Commission goals and objectives for 2015-17
- Parks Commission proposal for The Grove
- SOU swimming pool update

Black said it made sense for Parks to use The Grove more fully, an opinion shared by several councilors and the City Administrator. Parks would be required to pay for maintenance of the building, just as it paid for maintenance of other City buildings it used. The Grove would benefit all citizens of Ashland, including under-served populations.

With regard to the SOU pool, Black said he and Dials met with pool representatives the previous week. Current options for a new regional pool included using the same footprint at SOU—with funding from user groups, the Ashland School District and other sources—or building an additional pool at the Ashland Family YMCA. SOU was not interested in funding a new pool but would provide a location for the pool and a 50-year lease for land use. Another option was for the YMCA to operate the new pool at SOU. Representative Peter Buckley offered to generate between \$3-4M in funding for a new regional pool.

### Discussion Among Commissioners

Lewis said a new pool would incur large ongoing expenses. Landt agreed and said the Commission could be setting itself up for high maintenance costs in perpetuity. He asked if it was typical for a town the size of Ashland to have two pools. Black said a town the size of Ashland could support two pools because the Rogue Valley was an underserved area in terms of aquatics facilities. Dials said it was difficult to accommodate all user groups at the Daniel Meyer Pool. Shaw asked how to operate a community pool that made money rather than losing money. Lewis said the Commission was discussing solving a problem Medford voters chose to pass on. Landt said the new pool would be a competitive pool so amenities for non-competitive swimmers would be limited. Competitive pools generated fewer revenues than were needed for maintenance and staffing. Other entities with vested interests would need to assist with maintenance costs. Landt specifically wanted to see the Ashland School District stepping forward with funding. Black suggested some revenue-producing options, including installing a climbing wall and having extended pool hours. Lewis said every school district in the valley would need to buy into this project and provide funding. He suggested a contractual document outlining every entities' involvement in such a regional pool

**UPCOMING JOINT COUNCIL / COMMISSION MEETING DISCUSSION, cont'd.**

project. Landt said a significant portion of the maintenance costs would need to come from entities other than Ashland Parks and Recreation. Lewis suggested having Black share the Commission's concerns about pool costs at the joint meeting with Council. He felt the Commission understood the need for the project but regional buy-in was necessary before proceeding. Landt said another concern with the SOU location would be parking.

**STAFF AND COMMISSIONER COMMENTS**

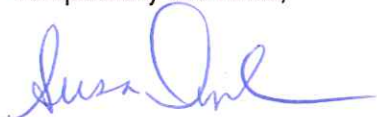
Black provided an update on the Parks / School District intergovernmental agreement: the Ashland School District had not paid for field maintenance for three years; however, Parks was talking with them about providing ongoing field maintenance. He spoke with the ASD Finance Director a week earlier and they would pay their fees until they were caught up. The ASD Athletic Director was interested in having Parks maintain the Lincoln and middle school fields, used by sporting groups, and Parks was interested in maintaining Helman School fields, with a possible trade-off of free building usage. Dials said The Grove was fully utilized, especially in terms of evening classes, and Black had been helpful in opening doors with the Ashland School District.

Gardiner said staff would begin working on sending out monthly meeting agendas and minutes to the Commission earlier each month.

**ADJOURNMENT**

By consensus, with no further business, Gardiner adjourned the study session at 9:00 p.m.

Respectfully submitted,



Susan Dyssegard, Administrative Supervisor  
Ashland Parks and Recreation

**MINUTES FOR JOINT MEETING  
ASHLAND CITY COUNCIL  
ASHLAND PARKS & RECREATION COMMISSION  
February 11, 2015  
Council Chambers  
1175 E. Main Street**

Meeting was called to order at 7:00 p.m. in the Civic Center Council Chambers.

Councilors Voisin, Morris, Seffinger, Rosenthal and Marsh; Commissioners Gardiner, Shaw, Miller, and Landt were present. Councilor Lemhouse and Commissioner Lewis were absent.

**PUBLIC INPUT** - None

**REVIEW OF PARKS COMMISSION GOALS AND OBJECTIVES FOR 2015-17**

Park & Recreation Director Michael Black presented the Goals and Objectives for 2015-17 for the Park & Recreation Commission. He stated that the goals were adopted by the commission on January 26 in a public meeting. He explained the process they used and the six categories of Trails, Open Space and Land Conversation; Volunteers; Facilities and Programming; Planning and Development; Organization and Parks and Recreation Governance. The top five goals were as follows:

- Facilitate a partnership between Parks and Recreation and a community partner, such as the YMCA, SOU and Ashland School District to build new competition-style year-round indoor swimming pool for the community
- Work with the City to facilitate the full transfer of The Grove into the long-term care and control of APRC
- Move forward with sidewalks on Winburn Way and Clay Street Dog Park
- Update Trails and Open Space Com Plan
- Move forward with the process of selection for a consultant for the Lithia Park Master Plan and begin planning process

It was clarified that the Park & Recreation Comp Plan is a guiding document for the future over the years. It was noted that there are very outdated items in the plan and that trails is an important element. Further clarification was made regarding the partnership between the City and the US Forest Service regarding use of trails.

Mr. Black explained the timeline for the project that includes Winburn Way and the Dog Park. He stated that funding has been explored but that this is not in the Capital Improvement Plan (CIP). The Dog Park does have a place hold through the use of Meals Tax and it was discussed that funds from the Ending Fund Balance could be used for these two projects. Staff is working on these projects for appropriation. City Administrator Dave Kanner explained that the Ending Fund Balance is lower than what was expected but agreed that these funds would be used for these two projects. Staff expects to have the projections for the Ending Fund Balance until the end of the Budget process in late April 2015. Mr. Kanner expects the amount to be close to \$100,000 and the Ending Fund Balance is a projection.

Continued discussion and clarification on how the Ending Fund Balance is determined and that no funds have been moved.

Mayor Stromberg stated that members of the Park Commissioners, himself and a councilor can discuss this more thoroughly and bring back to the bodies for discussion.

**PARKS COMMISSION PROPOSAL RE: THE GROVE**

Park & Recreation Director Michael Black presented the current use of The Grove and plans on the long-term disposition of The Grove. Mr. Black emphasized Customer Service, central location and the following:

- “Open hours” for drop in recreation use by youth and other members of the community
- Increased operation of senior programs
- Increased operations of new and general recreation programs organized by APRC for the benefit of the community
- Increased use of individual rooms to be rented for public use
- Physical relocation of the recreation division of the APRC
- Continued use as an emergency shelter option
- Relocation of APRC Study Session meetings

Benefits that could be achieved by a more permanent APRC arrangement of the facility are:

- Accessibility
- Ease of access by the public
- Visibility and perception

Mr. Black explained that this is “visionary” rather than “temporary” and used past examples that have been undefined. It was clarified that Park & Recreation pays \$45,000 annually for maintenance. Mr. Kanner offered options that could be worked out with Park & Recreation for the use of The Grove building. It was noted that having Park & Recreation at The Grove would provide a “face” for the service that is provided to the community.

**SOU SWIMMING POOL UPDATE**

Park & Recreation Director Michael Black presented the discussion regarding Southern Oregon University (SOU) McNeil Pavilion Pool closure and the entities that have partnered to work on a solution. He explained that Representative Buckley has been involved and would be willing to help secure State funding for a pool at the SOU location.

Costs associated with operation and maintenance of the pool is estimated between \$250,000 and \$500,000.

Mr. Black noted conversation with Ashland YMCA and how building a new pool might conflict with their programs. He stated that the Ashland YMCA may be willing to discuss building a new pool at their location if land could be donated. They could provide the fundraising for the pool and this would provide a partnership between APRC and Ashland YMCA.

From this discussion the following is being presented as an option for a new pool at the reconstructed McNeal Pavilion:

- Location – SOU has agreed that a new pool can be attached to the reconstructed McNeal Pavilion on their property
- Capital Cost – SOU cannot add a new pool to their construction plans without a new funding source. Once a “certain dollar amount is determined” the users will be expected to come up with the rest of the capital. SOU cannot pay for the difference.
- Operating Cost – SOU does not want to operate a new pool. An ongoing contract administered by the user group would be required. Operation costs will have to be paid for by the users through fees for use and other sources.

Mr. Black is requesting discussion on this matter on the priority for a new pool, support for location, role by APRC and City, budget proposal for operations and maintenance of pool. Mr. Black stated that there are opportunities available and hopes to have discussion regarding these options.

It was noted that there are several issues that would need to be discussed that include parking space and use of visiting schools. Mr. Black explained that parking concerns had been reviewed and that additional parking could be included in the CIP for parking at SOU and understands that Ashland YMCA does have the capability of parking. He also shared that there has been discussion regarding the size of a new pool and how the current Daniel Myer pool is utilized.

Comment was made that all depends on the support by the public and those entities that currently use a pool, for a new pool and what kinds of use would be determined for the pool.

**Rebecca Kay/2350 Ranch Road/**Shared that her reason for moving to this area was that a competition pool and active masters swimming program were available. She explained that there is a huge difference between a recreational pool and competition pool. She felt that costs could be offset by youth clubs fees.

**Charles Roome/25 Allen Lane/**Shared his swimming experience and use of the SOU pool for health reasons. He explained that he is not able to use the Ashland YMCA pool for a realistic workout. He felt that there would be many people who would be willing to come to a competition size pool from elsewhere in the valley. He also stated that this would be a positive economic impact to our community.

**Todd Lamtry/11158 Corp Ranch Rd/**Shared his family and personal swimming experience. He shared that the High School had their last swim practice at SOU and that having a year round pool would be a resource to the community. He felt that SOU is not committed and supported another plan that would be viable. He clarified that the current four core groups are the ones that provide for the funds associated with operation and maintenance at SOU. He also shared the year round calendar and how a new pool would be fully utilized. In addition, full programs help with the costs associated with operation and maintenance funds. Mr. Lamtry provided detailed information on what the needs would be for swim programs.

**Dorsey Dobry/1725 Bristol/**Shared her view on the positive community activity in our area. Shared her personal swimming experience and the lack of swimming programs in our community and the importance of sports for our youth.

**Deneice Zeve/2710 Siskiyou Boulevard/**Shared that she is a member of the Ashland School Board and that her son is a swimmer. She does see a need for a new pool in our area and commented on the positive support by APRC for various programs in our community. She noted that the Ashland School District has a bond being presented to the community and felt that the School Board would be welcome to discussion on partnering on this matter.

SOU Director of Facilities Drew Gilliland shared some of the challenges involved with the timing for this project and it would relate to their reconstruction. Mr. Black explained that there would be a timing issue with the Ashland YMCA as fundraising can be a long-term event. He shared concerns regarding acceptance or non acceptance of a \$3million funding option.

Concern was voiced for APRC taking on a project of this size and the need of those using the pool. Mr. Gilliland shared that the SOU Student Body was clear in that they were not supportive of funding a pool of this size. Continued discussion and concern regarding the costs associated with maintenance and this should be the focus as a larger pool would provide for a larger share of revenue.

It was clarified that SOU cannot commit without knowledge of participation and this would need to be determined by March 2015. It was stated that this is a question of what the community can get and what is needed. It was suggested that more discussion from the Ashland YMCA and a community forum scheduled to bring more information forward and involve the public.

Suggestion to authorize Park & Recreation Director to gather further information, which may require a Request for Proposal (RFP) process. He estimated the costs, timeline and public input which could take up to nine months. Any feasibility study would include the Ashland YMCA based on a competition size pool and use by the community.

Continued discussion was held on the timeline involved depending on the direction that is taken either through the State or Ashland YMCA. Continued discussion was held on all the issues surrounding the decision of going forward with using funds through State or partnering with the Ashland YMCA.

Suggested next step was for staff to provide a written description on the option of partnering with the Ashland YMCA that could be brought back for discussion and review by both the City Council and Park Commissioners. Important to include public input.

It was noted that this may need to be considered an Aquatic Center rather than a "pool" and that costs associated with operation and maintenance should be clearly considered.

It was suggested that a "regional" Aquatic Center should be considered in options discussed.

Mr. Black explained that a Feasibility Study would focus on the need of the community and could offer other alternatives that do not include the Ashland YMCA. Mr. Kanner suggested approaching the Ashland School District in assisting with the funding for a Feasibility Study.

Mr. Black explained that the SOU option is not based on what we need but what we can get. That the Ashland YMCA may offer all that is needed but a Feasibility Study would provide clear information on what is needed in our community. He stated that the Ashland YMCA Board would be willing to meet with elected officials to discuss their partnership.

It was suggested that a joint meeting with the City Council, Park Commissioners and local community agencies that would be willing to participate in this project. The question of conducting a Feasibility Study will made clearer once more discussion has been held with interested partners and agencies.

Consensus was for staff to move forward with scheduling a joint meeting that included Councilors Voisin, Morris and Rosenthal; Commissioners Shaw and Gardiner. It was suggested that the Mayor or Park Commissioner reach out to Representative Buckley on the direction that the City is taking. Concern was raised that Representative Buckley understands that the option involving the State is still being considered.

**Peter Foil/225 Sunset/**Stated that the City of Newberg just completed a Feasibility Study and that this information could be shared.

Mr. Black explained that it is difficult to look at another City's feasibility because their needs, population, etc. is different than our community. He suggested that getting the community involved to ensure that there is widespread support prior to committing funds. Mr. Foil explained that the City of Newberg pool is similar to the SOU pool.

It was suggested that this issue be made a priority due to the critical timeline.



**OTHER BUSINESS FROM THE COUNCIL AND PARKS COMMISSION**

Request to have further discussion on agenda items was noted.

It was noted that there are still items to discuss regarding budget that should be addressed at a joint meeting. It was noted that there is an upcoming Citizen Budget Committee scheduled.

Meeting adjourned at 9:14 p.m.

Respectfully submitted,  
Barbara Christensen  
City Recorder

City of Ashland  
PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
MINUTES  
February 23, 2015

**ATTENDANCE**

Present: Commissioners Gardiner, Landt, Lewis, Miller, Shaw; Director Black; Superintendents Dials and Dickens

Absent: City Council Liaison – Mayor John Stromberg

**CALL TO ORDER**

Gardiner called the meeting to order at 7:00 p.m. in Council Chambers, 1175 E. Main Street.

**APPROVAL OF MINUTES**

Study Session – January 13, 2015

**MOTION** Landt moved to approve the minutes as presented. Lewis seconded the motion.

The vote was: All yes (Gardiner abstained)

Regular Meeting – January 26, 2015

**MOTION** Shaw moved to approve the minutes as presented. Landt seconded the motion.

The vote was: All yes

**PUBLIC PARTICIPATION**

None

**ADDITIONS OR DELETIONS TO THE AGENDA**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**2015 CALLE CONTRACTS DISCUSSION AND ACTION**

Dials said each year, restaurants along the Calle Guanajuato and the Lithia Artisans Market of Ashland (LAMA) had the ability to request seating. Restaurants were charged \$7 per square foot and LAMA \$5 per square foot for the determined season upon approval by the Ashland Parks and Recreation Commission. Parks staff, restaurateurs and the manager of LAMA worked together to address any concerns before submitting requests to the Parks Commission. Eight Calle Guanajuato applications were received for the 2015 season. She reviewed the square footage requested by each restaurant:

- Sesame
- Umi Sushi
- Louie's
- Salame
- Greenleaf
- Mix Sweet Shop
- Lithia Artisans Market
- Oberon's

Dials said five Commission actions were needed that evening:

1. Determine the "season of operation" for artisans and restaurants
  - a. Staff recommendation: Season spanning March 15 – November 15, 2015
2. Approve or deny the new Concessionaire's License for LAMA, which includes the ability to utilize the Calle on the 4<sup>th</sup> of July

## **NEW BUSINESS**

### **2015 CALLE CONTRACTS DISCUSSION AND ACTION, cont'd.**

- a. Staff recommendation: Convert the five-year LAMA contract to an annual Concessionaire's License, similar to the one used by restaurants
3. Approve or deny the request for LAMA to utilize the Calle on Memorial Day and Labor Day
  - a. Staff recommendation: Approve the request
4. Approve or deny seven seating agreements for the Calle Guanajuato
  - a. Staff recommendation: Approve seven of the eight received seating requests
5. Approve or deny the space allocation proposed by Jordan Mackay, owner of Oberon's Tavern
  - a. Staff recommendation: Deny the seating request based on the current space allocation policy

Dials said 2015 would be the first year the LAMA contract was an annual license rather than a five-year contract.

#### Public Input

**Marcus Scott**, 1205 Talent Avenue, current manager of LAMA, said he hoped to see the proposed Calle opening date of March 15, 2015 approved by the Commission. He commended Ashland Parks and Recreation for their work along the Calle and said Dials was easy to work with. LAMA was comfortable converting its five-year contract to an annual license. In terms of operating the market on Memorial Day and Labor Day, LAMA tried it several times but it was never officially sanctioned by the Commission.

Gardiner asked what impact market operations would have on restaurants if the market ran on Memorial Day and Labor Day. Scott said the impact would be minimal, since the market's opening and closing times would be the normal operational schedule for LAMA.

**Ann Wilton**, 391 Liberty Street, speaking as the owner of Renaissance Rose, said she had two private backdoor access points to the Calle, along with a front public entrance. Renaissance Rose had operated in that location since 2006. Prior to the Calle Resurfacing project, boundary lines for the building were not clearly understood and she and her staff used spaces on the Calle that traditionally were used by Renaissance Rose. She showed a number of photos taken along the Calle near her building, the first of which was the area used for receiving merchandise. Another photo depicted a storage shed that was removed for the resurfacing project but not returned as quickly as she would have expected. She learned from her landlord that a portion of space on the Calle was sold to the City, an action she described as a violation of her lease. Based on that land sale, starting in May of 2014, Louie's was able to use the space directly adjacent to her business. She expressed concern about another business utilizing space directly behind another business on the Calle. She showed photos and described how Louie's blocked her back entrance with tables, chairs and umbrellas. She asked the Commission to deny Louie's request to use the space directly adjacent to Renaissance Rose. She also requested that Oberon's Tavern be allowed to use the space behind its restaurant.

**Tom Dubois** (manager of Louie's) and **Melissa Jensen** (owner of Louie's), 690 S. Mountain Avenue, said Louie's had leased the property on the Calle since 2002. During their twelve-year relationship with Renaissance Rose, if any issues arose, they were dealt with quickly and directly. Dubois said every square inch of space on the Calle had to be factored in when running a restaurant. He asked that Louie's be allowed to rent the same space in 2015 as it had in 2014.

#### Discussion Among Commissioners

Landt said some of the statements heard that evening reflected conflicts between private parties and were not the Commission's to resolve. He asked about the property purchase aspect of Wilton's testimony. Dials said during the Calle Guanajuato project, beginning approximately 1.5 years ago, some boundary line adjustments occurred, including for the building occupied by Renaissance Rose. Ashland Parks and Recreation worked with the property owner on a land swap and the land behind Renaissance Rose became City property.

**MOTION:** Shaw moved to determine the "season of operation" for artisans and restaurants as proposed by staff: March 15 – November 15, 2015 – with the additions of 4<sup>th</sup> of July, Memorial Day and Labor Day. Lewis seconded the motion.

The vote was: All yes

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## NEW BUSINESS

### 2015 CALLE CONTRACTS DISCUSSION AND ACTION, cont'd.

#### Additional Discussion Among Commissioners

Landt said every square inch on the Calle was valuable. He acknowledged that some encroachments occurred in the past, which were brought to staff's attention, and said the Renaissance Rose backdoor entrance/exit had to remain clear, for the sake of safety and fairness, with chairs and tables kept out of the eight-foot right-of-way. If rules were followed, concerns could be alleviated.

In terms of the staff recommendation to deny Oberon's' request for seating on the Calle, Lewis asked for an explanation about that decision. Dials said in 2014, the Commission chose to split the space between Salame and Oberon's; however, Salame ultimately rented Oberon's' Calle square footage because Oberon's couldn't pay for it. Oberon's said Salame verbally agreed to relinquish the space in 2015, allowing Oberon's to rent it, but then applied for the same square footage in 2015. Staff notified Oberon's that they lost their 2015 space given the current seating policy. Gardiner said he and Dials met with Mackay of Oberon's two weeks earlier. Mackay made a compelling statement about asking the Commission to reconsider allowing Oberon's to get their square footage back; however, Gardiner felt 2015 would not be the year to make that determination.

Landt said he would not be supportive of making big changes to the seating policy on the Calle unless a majority of restaurants came forward with comments. Dials reminded the Commission that space on the Calle was allocated in terms of seniority and proximity. Lewis said the Oberon's situation might be a symptom of a flawed policy. Given that there were so many restaurants close together along the Calle, he asked how the Commission could assist them in succeeding. He suggested having a Commission discussion on the topic before another similar situation occurred. Shaw reviewed the history of the adjacent restaurants – Salame and Oberon's – and said that given the current seating policy, Oberon's would not get a second chance for seating unless Salame gave up their space or the Commission changed its policy. Gardiner said he thought the Oberon's situation would be something the Commission would face again in the future. If at least two commissioners wanted to review the policy, he would be open to having that discussion; however, he would not vote to change the seating policy in 2015.

**MOTION:** Landt moved approve the seven restaurant seating agreements as recommended by staff. Miller seconded the motion.

The vote was: All yes

With regard to the space allocation request from Jordan Mackay, Dials asked if the Commission wanted staff to research the division of Calle space with the help of a subcommittee.

Gardiner and Miller offered to explore the matter in more detail within the next four to five months.

### AAUW SPRING GARDEN TOUR COLLABORATION DISCUSSION

Black said staff received a request from American Association of University Women (AAUW) representative Mimi Pippel regarding Parks Commission sponsorship of a banner across E. Main Street for the 2015 Spring Garden Tour fundraising event. He invited Pippel to speak to the Commission.

Mimi Pippel, 681 Glenwood Drive, speaking on behalf of AAUW, said her club would host its 20<sup>th</sup> annual spring garden tour in June, their largest fundraiser of the year. Two years earlier they learned that in order to hang a promotional banner across E. Main, they needed to have sponsorship of a City Commission, with the Commission changing each year, or be a recipient of a City of Ashland grant. Two years ago they were sponsored by the Conservation Commission and in 2014 they were backed by the Firewise Commission. If approved for Parks Commission sponsorship, their annual spring garden tour booklet would feature topics relevant to the Parks Commission; for instance, Ashland's Bee City USA status or the Parks Commission's integrated pest management (IPM) policy. The purpose of the annual garden tour was to raise money for women and girls to attend RCC or SOU. Parks Commission endorsement would give AAUW additional credibility and show garden tour participants the shared areas of interest between AAUW and the Ashland Parks and Recreation Commission. Pippel said the AAUW had 153 members and sold 500 garden tour tickets a year.

## **NEW BUSINESS**

### **AAUW SPRING GARDEN TOUR COLLABORATION DISCUSSION, cont'd.**

**MOTION:** Landt moved to approve AAUW banner sponsorship over E. Main Street for the annual spring garden tour fundraising event. Shaw seconded the motion.

#### Discussion of Motion

Lewis asked if the inclusion of Bee City USA information or the Parks IPM policy should be added to the motion. Gardiner suggested having staff work with Pippel on providing information for the AAUW spring garden tour brochure.

The vote was: All yes

### **APPROVE CIP BUDGET – INTERNAL REALLOCATIONS**

Black said CIP budget reallocations for BN 2013-2015 were discussed at the February 9 study session. Staff reported that a number of projects went over budget and an internal reallocation of funds was necessary. Black said the project most affected by cost overruns was the Butler-Perozzi Fountain rehabilitation project, initially budgeted at \$500,000. Due to other Lithia Park projects in 2013-2015, the remaining balance for the fountain project would be \$111,095.33. This could be used for the fountain or another Lithia Park project per Parks Commission direction. Black said the meeting packet CIP spreadsheet was identical to the spreadsheet distributed on February 9 with one exception: second Dog Park construction project (taken out of the Daniel Meyer Pool bathhouse line item). Black recommended Commission approval of the reallocated CIP budget. He said CIP budget reallocations would demonstrate efficient budget management by the Commission as they headed into their BN 2015-2017 season.

**MOTION:** Landt moved to approve the reallocated CIP budget as recommended by staff. Lewis seconded the motion.

The vote was: All yes

## **SUBCOMMITTEE and STAFF REPORTS**

### **Dogs Subcommittee**

Shaw said the Dogs Subcommittee (Miller and Shaw) met the previous week to talk with Black and Golf Clubhouse Manager Tom Cronin about possible recommendations for dogs at the golf course. The subcommittee talked about where dogs could safely traverse, the importance of keeping dogs on leash and the installation of Woof Waste stations. Also discussed was the future second Dog Park off lower Clay Street. Plans for that park would be considered after the opening of Ashland Creek Park (spring 2015). Black said funding for the new facility would become available in BN 2015-2017.

### **Open Space Subcommittee Update**

Landt said the Open Space subcommittee (Shaw and Landt) recently met but the realtor was not present. Positive news would be forthcoming in the next month or two, presented either in a public meeting or an executive session.

### **Golf Course Subcommittee Update**

Lewis reported that the Golf Course Subcommittee (Gardiner and Lewis) met on February 19 at the Golf Clubhouse. Also attending were Dickens, Dials, Cronin, Harvey and Black. Discussion included a free FootGolf event scheduled for Friday, March 13, and youth golf lessons in summer 2015. Also discussed was the pool table relocation to The Grove, golf course maintenance, golf signage updates, replacement of poles, the installation of a cart path, the golf clubhouse remodel, a new children's playground area and the need to hold quarterly Golf Subcommittee meetings (minimum). Gardiner talked about the importance of a cart path for those who could not play golf without using a cart. A continuous cart path around all nine holes was discussed, allowing for golfing throughout the year (even in bad weather, when carts are not allowed). Black talked about estimates for a cart path and new poles and said staff would bring back to the Commission two cart path options: paved and decomposed granite.

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## **SUBCOMMITTEE and STAFF REPORTS**

### **Golf Course Subcommittee Update, cont'd.**

With regard to the free FootGolf event on March 13, Black said the activity would be open to the public between 2:30 and 6:30 p.m. Four holes of FootGolf had been offered on a free trial basis for the past few months, with participants signing in and filling out comment cards. If approved by the Commission, two FootGolf holes would be installed per regular hole of golf (18 total holes). Black said materials for the summer recreation program guide were due by March 17 so a special meeting would be held on Monday, March 16 (along with a study session) to allow the Commission to vote on adding FootGolf as a summer 2015 option at Oak Knoll Golf Course. Black explained what FootGolf was—a combination of golf and soccer—and said it was popular around the country. He indicated that regular golf and FootGolf could be intermingled without conflict for either activity. He said FootGolf opened the course up to a different demographic while exposing non-golfers to the joys of golfing.

### **REQUEST FOR PUBLIC INPUT**

Gardiner said he received a request from Jordan Mackay of Oberon's Tavern to speak on a topic that would normally have been handled during the Calle contracts discussion earlier that evening. Gardiner said he would allow Mackay to speak.

**Jordan Mackay**, 45 N. Main Street, said he chose not to speak earlier in the meeting, during the contentious portion of the Calle contracts discussion. He asked for one single table on the Calle for the 2015 season. Since his restaurant was already in grave danger with the OLCC, if one customer stepped off his back door onto the Calle, he could be in further violation of OLCC rules and receive between \$500 and \$5,000 in penalties per violation. One table would provide the help he needed and wouldn't impact neighbors very much. He thanked the Commission for their consideration of his request.

The Commission chose to take no action on Mackay's request.

### **ITEMS FROM COMMISSIONERS**

Landt asked staff about their plan for additional monitoring at the Skate Park with regard to enforcement of rules. Black said complaints were heard from time to time and staff spoke with CAP Officer Matt Carpenter about increasing patrols at the Skate Park. Black suggested a higher level of enforcement for all parks near the downtown area.

Gardiner reported speaking with City Councilor Rich Rosenthal about the regional pool and learning that pool funding would be on the March 3 council agenda. Council needed to decide if this would be something the City wished to pursue. Black said he planned to attend that council meeting but the Parks Commission had authority to make recreational programming decisions for the community, not Council.

### **UPCOMING MEETING DATES & PROPOSED AGENDA ITEMS**

- Study session and special meeting set for March 11 at 12:00 p.m., Council Chambers, 1175 E. Main Street
- Study session and special meeting set for March 16 at 7:00 p.m., Parks Office, 340 S. Pioneer Street
- Regular meeting set for March 23 at 7:00 p.m., Council Chambers, 1175 E. Main Street

**ADJOURNMENT**– By consensus, with no further business, Gardiner adjourned the meeting at 8:27 p.m.

Respectfully submitted,



Susan Dyssegard, Administrative Supervisor  
Ashland Parks and Recreation



# ASHLAND PARKS AND RECREATION COMMISSION

340 S. PIONEER STREET • ASHLAND, OREGON 97520

## COMMISSIONERS:

Mike Gardiner  
Rick Landt  
Jim Lewis  
Matt Miller  
Vanston Shaw



Michael A. Black, AICP  
Director

TEL: 541.488.5340  
FAX: 541.488.5314  
parksinfo@ashland.or.us

## MEMORANDUM

**TO:** Ashland Parks and Recreation Commission

**FROM:** Michael A. Black, AICP - Director

**DATE:** March 18, 2015

**SUBJECT:** Reconsideration of the Foot Golf Implementation Schedule

---

First of all, thank you for the opportunity to take Foot Golf on a test run at Oak Knoll Golf Course. I am sure that the approval of the use of the golf course for this new recreation opportunity is going to be very positive for a lot of people and their families.

In reviewing the action of the night of the 16<sup>th</sup>, I had one concern. The restriction of using the golf course only two days a week for Foot Golf was probably more restrictive of an approval than we should have advised. We understand that it was staff that made the recommendation and it was meant to help ease the new program on traditional golfer. However, if Foot Golf truly is compatible with traditional golf, then we asked for too much restriction on ourselves by recommending the limitation.

We may still choose to implement the program slowly, but we would like to ask the Commission to consider modifying the approval by considering a motion that would approve the fee structure and use of the golf course for Foot Golf but not restrict the time and manner by which we implement the program.

Thank you for this consideration.

# ASHLAND PARKS AND RECREATION COMMISSION

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Matt Miller  
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Michael A. Black  
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parksinfo@ashland.or.us

## MEMORANDUM

**TO :** Ashland Parks and Recreation Commission

**FROM :** Tom Cronin, Golf Operations Manager

**DATE :** March 18, 2015

**SUBJECT :** Consideration of a Dog Policy at Oak Knoll Golf Course

---

Currently, Oak Knoll Golf Course is not designated as a dog friendly park; however, dogs are regularly seen at Oak Knoll, both on leash and off leash. The Commission discussed this topic at their March 16 study session and indicated that if they are to allow dogs at Oak Knoll, it will be the job of staff to post appropriate, positively worded signage to help keep leashed dogs within approved areas.

Ashland Municipal Code 10.68.200A prohibits unleashed dogs in Ashland parks. Golfers who pay to use the facility at Oak Knoll are the top priority, and their golf experience is currently being diminished by the actions of a few dog owners who are in violation of AMC 10.68.200A.

Based on staff's experience with dogs at Oak Knoll, and in conjunction with recent Golf Course Subcommittee meetings, suggested areas for dogs could include the main road through the golf course, from Hwy 66 to the parking lot area, and the outside perimeter of the course, defined as Hwy 66 to the east and Crowson Road to the south.

If dogs are allowed at Oak Knoll, dog owners will be asked to obey the following restrictions:

- Dogs required to stay on leash at all times per Ashland Municipal Code 10.68.200A
- Dogs prohibited from walking on sensitive areas of the course, including (but not limited to) greens, tee boxes, and bunkers at all times
- Dogs prohibited from the golf course itself (defined as anywhere besides the main road and parking area) when golfers are on the course. Exact times will vary depending on the season, but typically dog walkers will be limited to early morning and late evening hours
- Dogs prohibited from walking on the course when frost is present
- Dog owners responsible for pet waste

If approved, the dog policy for Oak Knoll Golf Course would be conveyed to the community through the posting of clear, concise, positively worded signage advising dog walkers of their responsibilities. Oak Knoll staff would also monitor the situation on the course and notify dog walkers if they fell out of compliance. The new policy would ensure that golf customers had the best possible experience at Oak Knoll and community dog walkers would be afforded some access to the Oak Knoll Golf Course park property.



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## MEMORANDUM

**TO** : Ashland Parks and Recreation Commission

**FROM** : Rachel Dials, Recreation Superintendent

**DATE** : March 18, 2015

**SUBJECT** : Bee City USA Subcommittee – Citizen Application Reviews and Approval

The deadline for applications for the Bee City USA Subcommittee was Friday March 6, 2015. Three applications were received.

All three applicants—Kristina Lefever, Kimberly Brown and Shari Shattuck—bring the experience to implement the Bee City USA goal, which is to promote and establish pollinator-friendly landscapes.

Up to three citizen members can be appointed to the Subcommittee. Mike Gardiner, Parks Commission liaison, and staff recommend appointing all three applicants.

### Attachments

Bee City Subcommittee Applications



**APPLICATION FOR APPOINTMENT TO  
BEE CITY SUBCOMMITTEE**

Please type or print answers to the following questions and submit to the Parks & Recreation at 340 Pioneer Street, or email [vanwyhel@ashland.or.us](mailto:vanwyhel@ashland.or.us)

If you have any questions, please feel free to contact the Park & Recreation Office at 488-5340. **Attach additional sheets if necessary.**

Name Kristina Lefever

Address P O Box 789 Ashland

Occupation retired

Phone: Home 678-209-7642

Work -

Email Kristina.lefev@gmail.com

Fax -

**1. Education Background**

What schools have you attended?

CoA State University, Atlanta, GA

What degrees do you hold?

Bachelor - Business

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

Attended several years of classes taught by Extension, Master Gardeners, etc, regarding pollinators & plants.

**2. Related Experience**

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

I worked on a farm, with gardeners, and citizens concerned about  
gmrs, pesticides, & our pollinators.

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

to take more workshops and classes!



**3. Interests**

Why are you applying for this position?

I am one of the Ashland citizens who encouraged the City Council and Parks & Rec. to pursue the Bee City USA (over)

**4. Availability**

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

yes. Days preferred, but evenings OK.

**5. Additional Information**

How long have you lived in this community?

2.5 years

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

I am committed, have good ideas, and know how to follow through. I am a good team player and would enjoy working with other motivated people. I have connections to PPRV and other organizations and groups that are interested in our pollinators.

Date

3/1/15

Signature

Kirstina Oluf

#3 continued

designation. I want to continue and expand <sup>upon</sup> this work with Pollinator Project Rogue Valley - to educate our citizens about the state of our pollinators and the habitats they need to survive and ~~the~~ thrive.

Working as a member of Ashlands' BCU will provide me - and our pollinators! - with an "official" status and access to resources and connections to continue these efforts.



RECEIVED  
2/9/15

@ Parks office

**APPLICATION FOR APPOINTMENT TO  
BEE CITY SUBCOMMITTEE**

Please type or print answers to the following questions and submit to the Parks & Recreation at 340 Pioneer Street, or email [vanwyhel@ashland.or.us](mailto:vanwyhel@ashland.or.us)

If you have any questions, please feel free to contact the Park & Recreation Office at 488-5340. Attach additional sheets if necessary.

Name Kimberly Brown

Address 2971 Diane St.

Occupation Gardener -

Phone: Home 541-951-0595

Work

Email mamkimbe@gmail.com

Fax

**1. Education Background**

What schools have you attended?

St. Johnsbury Academy - Lyndon State College

What degrees do you hold?

B.A. Visual Communication

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

I co-created Seven Seeds Farm in Williams, OR  
I have been working with plants my whole life.

**2. Related Experience**

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

I own a landscaping company called Lawn Gone - we help our clients remove lawns  
I received a QWEL certification in Aug 2014  
QWEL = Qualified Water Efficient Landscaper

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

Yes. There is always so much to learn.  
I am fascinated by the role of  
pollinators in our landscapes.



3. Interests

Why are you applying for this position?

This is a service to the Pollinators and to the earth.  
I would like to offer my knowledge and wisdom to this community

4. Availability

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

Yes I am available.

Evening meeting during the week are best

5. Additional Information

How long have you lived in this community?

I have lived in the Rogue Valley for 24 years, lived in Williams and relocated to Ashland Fall of 2014

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

Kristina LaFever of the Rogue Valley Pollinator Project has just asked me to join her in creating an Ashland Chapter of the RVPP. We are just starting to meet. I am excited about this collaboration.

With my Landscaping Business I have been studying pollinators plants and have started a pollinator nursery.

2/4/15

Date

Kimley Ben

Signature



**APPLICATION FOR APPOINTMENT TO  
BEE CITY SUBCOMMITTEE**

Please type or print answers to the following questions and submit to the Parks & Recreation at 340 Pioneer Street, or email [vanwydchel@ashland.or.us](mailto:vanwydchel@ashland.or.us)

If you have any questions, please feel free to contact the Park & Recreation Office at 488-5340. Attach additional sheets if necessary.

Name Shari Shattuck

Address 534 Fairview St./POB 838 Ashland OR 97520

Occupation consultant Phone: Home 541-951-9265  
Work \_\_\_\_\_  
Email shari55@jeffnet.org  
Fax \_\_\_\_\_

**1. Education Background**

What schools have you attended? University of Alabama (graduate), SWOCC, RCC

What degrees do you hold? BFA-Graphic Design

What additional training or education have you had that would apply to this position?  
OSU Extension Master Gardener in Curry County, Member of Southern Oregon

Beekeepers Assn.; Beekeeping classes; independent study of pollinators

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?  
Construction methods, bookkeeping, gardening, computer use

I am a beekeeper in the city of Ashland.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? yes. A further study of native pollinators and their preferred plants would enhance the knowledge I have gained about honey bees



3. **Interests**

Why are you applying for this position? Because I am already involved independently  
in enhancing pollinator habitat and reducing pesticide use. I would like to help the City  
of Ashland educate citizens about the various options available to help bees.

4. **Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? \_\_\_\_\_  
Yes, schedule is flexible for days or evenings

5. **Additional Information**

How long have you lived in this community? since 2002

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

I am a home gardener, beekeeper and chicken farmer within the city limits of  
Ashland. I am interested in promoting the concept of sustainable gardening without the  
use of pesticides and other chemicals. I am interested in helping to educate the  
general public about options for pollinator friendly habitat that requires little maintenance,  
uses native plants as much as possible, is drought tolerant, and helps enhance  
honey bee and native pollinator populations.

2/15/2015  
Date

Shari Chabude  
Signature



# ASHLAND PARKS AND RECREATION COMMISSION

340 S. PIONEER STREET

• ASHLAND, OREGON 97520

**COMMISSIONERS:**

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Michael A. Black, AICP  
Director

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parksinfo@ashland.or.us

## MEMORANDUM

**TO:** Ashland Parks and Recreation Commission

**FROM:** Michael A. Black, AICP - Director

**DATE:** March 18, 2015

**SUBJECT:** Appointment of Parks Commissioner to Position #1 – Ashland Parks Foundation Board of Directors

---

Mike Gardiner has served as the Commission's liaison to the Ashland Parks Foundation for at least eight years and his time has expired so the Commission must appoint a new liaison.

In his position as the chair of the Commission and the current Foundation liaison, Mike will be presenting the matter to the Commission with his nomination for the appointment of Matt Miller as the new liaison. Mike has talked to Matt about the position and Matt is willing to serve in this role.

Ashland Parks Foundation appointments are for four years in length and a member can serve two consecutive terms on the board.

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## MEMORANDUM

**TO:** Ashland Parks and Recreation Commission

**FROM:** Michael A. Black, AICP - Director

**DATE:** March 18, 2015

**SUBJECT:** Consideration of Proposed Modification to Ashland Parks and Recreation Logo

---

It was just seven months ago that the Commission approved a new logo for the organization. In that time, a goal was adopted to rebrand the organization from the Ashland Parks and Recreation "Department" to the Ashland Parks and Recreation "Commission." The use of the word "department" implies that we are a section of the City and while we maintain a close functional, and sometimes dependent, relationship with the City, the intent of the Charter was to create a separate "Commission" to oversee Parks and Rec. in Ashland. It is my opinion that the Ashland Parks and Recreation Commission is a distinct organization from the City and that we should brand ourselves as such.

The "Ashland Parks and Recreation Commission" is more than its elected officials; it is the entire organization. With that in mind, we have been using the terms "organization" and "commission" to describe our group and we would like to propose the attached logo change to go forward from this point as the Commission's official logo.

The change is simple, it is just adding the word commission in small letters next to the year 1908.

We are not proposing that any of the existing logos be changed on signs or on vehicles, but that as new signs and logos are made the change would be made then.





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## MEMORANDUM

**TO :** Ashland Parks and Recreation Commission

**FROM :** Rachel Dials, Recreation Superintendent

**DATE :** March 18, 2015

**SUBJECT :** Volunteers in Parks Program – 2014 Staff Report

### Background

Staff will give a report on the Volunteer in Parks Program for calendar year 2014. Lori Ainsworth, Volunteer and Event Coordinator, works to provide a variety of volunteer opportunities for all ages and abilities, either individually or in groups, within our parks and during programs and events.

In 2014, volunteer hours increased by 256.65 over the 2013 calendar year.

The Volunteer in Parks Program was created in November of 2010. Its goals continue to be safely allowing opportunities for volunteerism and support of the integrated pest management policy toward pesticide-free parks.

## 2014 Volunteer-In-Parks Program

		<u>Total Hours</u>	<u>Total Number of People</u>
<b>North Mountain Park</b>			
NMP Art and Design		69.50	7
NMP Education and Research		985.75	41
NMP Events		173.00	32
NMP Facilities and Grounds		537.75	213
NMP Gardening		1,225.50	33
NMP Students		274.00	4
NMP Administrative		225.25	7
<b>North Mountain Park</b>		<b>3,490.70</b>	<b>337</b>
<b>1.68 FTEs</b>			
<b>Parks and Trails</b>			
PRKS Seasonal		597.00	10
PRKS Facilities and Grounds		4,168.90	552
<b>Parks and Trails</b>		<b>4,765.90</b>	<b>562</b>
<b>2.29 FTEs</b>			
<b>Recreation</b>			
REC Classes		145.00	8
REC Events		212.00	52
REC Seasonal		304.50	22
<b>Recreation</b>		<b>661.50</b>	<b>82</b>
<b>0.32 FTEs</b>			
<b>Senior Center</b>			
SCtr Food Program		3,083.50	39
<b>Senior Center</b>		<b>3,083.50</b>	<b>39</b>
<b>1.48 FTEs</b>			
2013 Total Hours: 11,745	<b>2014 Total Hours</b>	<b>12,001.65</b>	<b>1020</b>
		<b>5.77 FTEs</b>	

<b>Adopted Parks &amp; Work Parties</b>			
2014 Adopted Parks	16	2014 Work Parties	39
2013 Adopted Parks	14	2013 Work Parties	38

### Volunteer Recognition

A Volunteer Appreciation Dinner for volunteers who worked more than 20 hours in 2014 was held at the Community Center on November 6. NMP Nature Center also held an appreciation party at the end of the school field program for all of their 2014 volunteer instructors.

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## MEMORANDUM

**TO :** Ashland Parks and Recreation Commission

**FROM :** Rachel Dials, Recreation Superintendent

**DATE :** March 18, 2015

**SUBJECT :** Ice Rink End-of-Season Report

### Background

Staff will review the Ashland Rotary Centennial Ice Rink Report for the 2014/2015 Season. As you recall the ice rink opened without a cover on November 18, 2015 to resolve concerns related to the permitting of the ice rink cover. Once the concerns were resolved, the ice rink was closed from December 3-18<sup>th</sup> to erect the cover.

Revenue decreased by just \$4,000 for the 14/15 season, coming in at just over \$88,000. In comparison, revenue in the 13/14 season came in at \$92,000. This is attributed to the excellent job our staff did in marketing the diverse schedule and new programming opportunities for the rink this year.

## Ashland Rotary Centennial Ice Rink Report 2014-15

---

### Overview:

Total Rec Skate admissions (includes Learn 2 skate):	14,803
Total Hockey program admissions:	246
Total Visits	<b>15,049</b>

(not including spectators, hockey and figure skating classes, private lessons, private reservations or school groups)

### Expenses:

General:	\$20,767.30
Labor:	\$53,548.74
Total:	<b>\$74,316.04</b>

### Revenue:

Rink Revenue:	\$1,000.00
Rec Skate:	\$78,070.00
Rink Programs:	\$7,073.00
Concessions:	\$2,936.50
Over/Under:	-\$176.98
Total:	<b>\$88,902.52</b>

### Closures:

Due to not having the cover at the beginning of the season, there was approximately 38 total hours of programming cancelled due to inclement weather conditions making the ice surface unsafe. Additionally the rink was closed for a total of 16 days to install the cover and rebuild the ice before reopening before the Holiday season. The rink was closed from Dec. 3 through Dec. 18.

### Programming:

#### *Lessons*

The ice rink hosted youth hockey, figure skating and private skating lessons throughout the season. Staff had the goal of introducing the ice rink to new users by providing more accessible programs for younger inexperienced skaters and lesson formats. New open programs for children, named Frozen Tots, and a drop-in lesson Learn 2 Skate, were considered successful and became more popular through the season.

The rink also saw more interest in the youth drop-in hockey program as well as a pre-registered "team" format that saw 15 total sign ups in January and February. Private Skating Lessons were also extremely successful with 50 total sign ups.

### **Ice Bears Hockey**

Sess 2: 6

Sess 3: 9

### **Figure Skating**

Ages 5-8 Sess 2: 6

Ages 5-8 Sess 3: 6

Ages 8-16 Sess 2: 7

Private Lessons: 50 (only 15 signups for private lessons in 2013-14 season)

### **School Groups**

Total Reservations: 26 (out of 32 slots)

#### **Schools:**

Bellview

Helman

John Muir School

Madrone Trail

Pomegranate Preschool

Siskiyou School

Talent Elementary

#### **New Schools:**

Central Medford High

Klamath River Elementary

Hornbrook School

### ***Private Rentals***

**Non-Private Youth/Education:** Mondays, 1–2:30pm

Total Reservations: 0

**Private:** Sundays, Noon–1:30pm

Total Reservations: 3

Groups: SOU Housing, SOU Student Activities, Private Birthday Party