

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.



AGENDA FOR REGULAR MEETING

ASHLAND PARKS & RECREATION COMMISSION

April 27, 2015

Council Chambers

1175 E. Main Street

7:00 p.m.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 1. Study Session and Special Meeting—March 11, 2015
 2. Study Session and Special Meeting—March 16, 2015
 3. Regular Meeting— March 23, 2015
- III. PUBLIC PARTICIPATION
 1. Open Forum
- IV. ADDITIONS OR DELETIONS TO THE AGENDA
- V. UNFINISHED BUSINESS
 1. Update on Budget Process
- VI. NEW BUSINESS
 1. Irrigation Division Presentation
- VII. SUBCOMMITTEE AND STAFF REPORTS
 1. Golf Course Subcommittee Report
 2. Bee City USA Subcommittee Report
- VIII. ITEMS FROM COMMISSIONERS
- IX. UPCOMING MEETING DATES
 1. Study Session—May 11, 2015
The Grove, 1195 E. Main Street—7:00 PM
 2. Regular Meeting—May 18, 2015
Council Chambers, 1175 E. Main Street—7:00 PM
- 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 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 (28 CFR 35.102-35.104 ADA Title I).

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: April 22, 2015

SUBJECT: Regular Meeting of April 27, 2015

The APRC regular meeting on Monday, April 27, is scheduled for 7:00 p.m. It will follow the joint Commission / Council meeting at 6:00 p.m. Both meetings will be televised in the Ashland Civic Center Council Chambers.

The regular meeting will include approval of March 2015 minutes, an Irrigation Division presentation and two subcommittee reports: Golf Course and Bee City USA.

City of Ashland
PARKS AND RECREATION COMMISSION
STUDY SESSION MINUTES
March 11, 2015

ATTENDANCE

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

Other: City Administrator Dave Kanner

Absent: City Council Liaison - Mayor John Stromberg

CALL TO ORDER

Gardiner called the study session to order at 12:00 p.m. in the jury room of the Ashland Civic Center, 1175 E. Main.

BUDGET DISCUSSION

- **Staff will present the draft budget to the Commission and discuss projected requirements and resources for the upcoming budget in the work session before going into the special meeting.**

Black said the proposed budget for the Ashland Parks and Recreation Commission (APRC) for the 15-17 biennium would be presented at the work session as well as the special meeting. Both meetings were publicly noticed and some Parks and Recreation staff (Park Tech IIIs, recreation managers and coordinators) were invited to attend. The same information would be provided to the City Administrator / Budget Officer on March 16.

Black presented the four-part proposed budget for the APRC:

1. Operations and Management
 - a. Personnel Services
 - b. Materials and Supplies
2. Capital Improvement Plan (CIP)
3. Revenue
4. Add Package Requests (Staff additions)

Two principles were considered during budget planning: 1) for Operations and Management, a budget increase of no more than 2% over the prior year's approved budget; and 2) requirements matching resources, especially in terms of the CIP.

CIP funding resources were reported to include:

1. Food and Beverage Tax Revenue
2. SDC (Systems Development Charges) Revenue
3. Critical Maintenance Appropriations carryover from BN 13-15
4. Ending Fund Balance Transfer (\$470,000)
5. Other – Grants and Bonds

In the Personnel Services category, Salary and Benefits and Fringe Benefits included costs for potential COLAs as well as step increases, benefits increases and future liabilities associated with vacation payouts. For Materials and Supplies, additional funds were requested in one line item, Vehicle Replacement, due to a budget anomaly. For the CIP category, budget recommendations were based on available resources (per the CIP spreadsheet) and balanced with revenue projections. Black reviewed the CIP spreadsheet that outlined both recommended and closed projects. He talked about using SDC funds for land acquisitions.

Revenue projections, completed by the Recreation Division, included revenue sources from recreation only: rents, golf course fees, recreation programs and others.

Three position add packages were requested for the 15-17 biennium: 1) one FTE for a Project Manager; 2) one FTE for a Trails Maintenance Tech I; and 3) one FTE for Roving Park Tech I.

BUDGET DISCUSSION, cont'd.

Black reviewed the proposed BN 15-17 budget in brief:

- 1) Operations and Management – percentage increase of 10.31 %
- 2) Capital Improvement Plan – percentage decrease of 11.63%
- 3) Revenue – Percentage increase of 1.27%

ADJOURNMENT/CALL TO ORDER

By consensus, with no further business, Gardiner adjourned the study session at 1:55 p.m. Gardiner called the special meeting to order at 1:00 p.m.

PRESENTATION ON PROPOSED BUDGET FOR BN 15-17 (action item)

- Staff will give a presentation on the draft budget for the public and ask the Commission to approve or approve with modifications for presentation to the Budget Committee and Budget Officer. This item will require public comment.

Black said the purpose of the special meeting was to outline the proposed APRC budget for the biennial budget period spanning July 1, 2015, through June 30, 2017. This would be the first step, with the second step a presentation to the Budget Officer, Dave Kanner, and the final step a presentation to the Budget Committee. He outlined the mission of the APRC and showed a graphic of their organizational chart. He listed nine APRC accomplishments in 2013-15: three designated as critical maintenance projects, three capital improvement projects and three in the miscellaneous category.

Black reviewed the Commission's 2015-17 goal setting process, resulting in 41 goals. Top APRC goals for 2015-2017 included:

- Facilitate a partnership to build a 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 a lower Clay Street Dog Park.
- Update Trails and Open Space Comprehensive Plan
- Move forward with the Lithia Park Master Plan and begin planning process.

Black elaborated on two of the five goals:

- Pool – SOU pool is no longer a viable option per SOU. The pool community recommended placing a bubble over the Daniel Meyer Pool, making it a year-round facility for use by school groups, swim and water polo teams and masters swimmers.
- The Grove – relocate the Recreation offices and customer service to this location. Benefits: increased recreational opportunities for community members, central location of APRC customer service, visibility, and to serve as a community emergency shelter.

The 2015-17 APRC recommended budget of \$16,863,627 included four categories:

- 49% - Admin / Operations and Management, including Personnel Services and Materials and Supplies. Total for this category: \$7,469,390. Source: General Fund. Proposed increase for this category in BN 15-17: 10.31% over BN 13-15 (7.1% in personnel and 3.2% in materials).
 - Full-Time Equivalents. Source: Operations. Proposed increase of three FTEs in BN 15-17 over 13-15, or a 6.8% increase. Add packages to include one Park Tech I – Trails; one Park Tech 1

PRESENTATION ON PROPOSED BUDGET FOR BN 15-17 (action item), cont'd.

– Roving; and one Project Manager. Yearly comparisons: 2008 (50.55 FTEs); 2016 (47 FTEs – if all three add packages were approved by Budget Committee).

- 28% - CIP. Total for this category (proposed in BN 15-17): \$4,696,889. Sources: Food and Beverage Tax, CI, SDC, Bonds / Other. Proposed decrease for this category in BN 15-17: 3.2% over BN 13-15.

New 15-17 Proposed CIP Projects:

- YMCA Park improvements - \$5,000. Source: F&B
 - Park Building maintenance - \$25,000. Source: F&B
 - Oak Knoll Playground - \$45,000. Source: SDC
 - Ashland Creek Park, Phase 2 - \$35,000. Source: F&B
 - Bicycle Skills Park - \$22,917. Source: F&B
 - The Grove - \$111,017. Sources: F&B and CM
 - Winburn Way Sidewalk - \$250,000. Sources: F&B and CM
 - Trail and Open Space Comp Plan Update - \$120,000. Source: F&B
 - Daniel Meyer Pool Bubble (pool cover and HVAC) - \$80,000. Source: F&B
 - Perozzi Fountain - \$75,000. Source: F&B
 - Oak Knoll Cart Path - \$120,000. Source: F&B
 - Garfield Park Splash and Play - \$550,000. Source: Bond
- 17% - Recreation = \$2,547,830
 - 6% - Golf Course = \$1,012,880

Black said the Budget Officer instructed all departments to submit proposed budgets that increased by no more than 2% over the prior biennium.

In terms of the three add packages presented, Black said the APRC was down by 6-1/2 employees from 2008. Work had increased while staffing levels decreased. It was time to begin correcting staffing levels. He reported on the funding sources for each of the three position add packages:

- 1 FTE - Project Manager – CIP and Parks Fund
- 1 FTE - Trails Tech I – Parks Fund
- 1 FTE - Roving Tech I – Parks Fund

Black recommended approval of the budget as presented, allowing staff to carry on its work with the Budget Officer and Budget Committee.

Discussion Among Commissioners

Landt said he appreciated the information presented by staff. The recession hit everyone hard, including the APRC, and the Commission cut back on spending. The APRC budget decreased while the parks system grew, with more infrastructure to support but less staffing and funding. Based on the information provided, staff made a good argument that the APRC had successfully recovered from the 2008 recession.

When asked about the cost of putting up and taking down the seasonal pool bubble, staff reported it would cost \$10,000 each time. User groups would pay for the major portion of the costs and the school district might be able to store it on their property. It was noted that if the bubble moved forward, the Daniel Meyer Pool building would need winterization and an HVAC system.

PRESENTATION ON PROPOSED BUDGET FOR BN 15-17 (action item), cont'd.

Landt reiterated an earlier request for the removal of one item from the CIP list, the Sherwood Park playground upgrade, due to its close proximity to Hunter and Clay Street parks. He suggested also increasing the proposed budget for land acquisitions by \$100,000. Black summarized that F&B funding would increase by \$100,000, SDC would remain the same, and the grant loan would increase by \$100,000. Anything added to land acquisitions would be subtracted from the potential bond. Landt suggested leaving it to staff to balance out the budget numbers. He proposed an additional \$100,000 for land acquisitions or The Grove renovations. In terms of the pool bubble, Black said he had received soft assurance that the school district could pay for its portion of the project. If not, Parks would not spend the proposed \$80,000 as presented in the draft budget.

Landt said staff talked about the CIP budget in detail but not the operating budget, other than conceptually. Black said operations budget changes included vehicle purchases and additional FTEs in BN 15-17. He offered to bring more details to the Commission or send information out to the Commission. Landt clarified that the assumption was the amount spent in previous years was reasonable; a good assumption. During the BN 17-19 budget preparation period, Landt asked staff to prepare information for the APRC about operations, for the sake of financial integrity.

MOTION Shaw moved / Landt restated as follows: Approve the APRC budget as presented with the following changes: remove \$19,120 for a Sherwood Park playground; reduce funding for the Trails and Open Space Comprehensive Plan Update from \$120,000 to \$39,120, with the excess \$100,000 used for Land Acquisitions or The Grove renovations; allow staff to make the budget adjustments as determined. Lewis seconded the motion.

Discussion of Motion

Miller and Landt requested—and received support from other Commissioners—for staff to adjust funding to allow the pool bubble to move forward if other user groups provided their portions of needed funding.

Black said the budget as discussed that evening, if approved, would become the guiding document for the APRC over the next two-year budget period, with Black bringing any potential changes back to them.

Lewis asked for a budget review midway through BN 15-17. Black said budget adjustments could be requested at any time and mid-period adjustments were common.

The vote was: All yes

MOTION Landt moved to approve the three proposed position add packages as presented.

The vote was: All yes

PUBLIC INPUT

None

STAFF AND COMMISSIONER COMMENTS

Shaw asked about the completion date for Ashland Creek Park; Dickens estimated an opening date of April 23 and suggested an opening celebration that day.

Lewis asked for a status update on the FootGolf implementation at Oak Knoll Golf Course. Black said the Commission would discuss FootGolf at their March 16 special meeting, with a Commission decision needed that evening.

Landt suggested holding the "Dogs at Oak Knoll Golf Course" discussion at the March 23 regular meeting to allow for more public attention. The Commission discussed and agreed to include the dogs discussion on their March 16 agenda, with another discussion and a vote occurring at the March 23 regular meeting.

STAFF AND COMMISSIONER COMMENTS, cont'd.

Gardiner said a Bee City USA Subcommittee update would be provided at the March 23 regular meeting.

UPCOMING MEETING DATES AND AGENDA TOPICS

Staff reported on a free FootGolf event at Oak Knoll Golf Course on Friday, March 13.

ADJOURNMENT – By consensus, with no further business, Gardiner adjourned the special meeting at 2:22 p.m.

Respectfully submitted,



Susan Dyssegard, Administrative Supervisor
Ashland Parks and Recreation

City of Ashland
PARKS AND RECREATION COMMISSION
STUDY SESSION MINUTES
March 16, 2015

ATTENDANCE

Present: Commissioners Gardiner, Landt, Lewis, Miller, Shaw; City Attorney Lohman; City Recorder Christiansen; Director Black; Superintendents Dials and Dickens; Golf Clubhouse Manager Cronin; Administrative Supervisor Dyssegard; Assistant Manuel

Absent: City Council Liaison, Mayor Stromberg

CALL TO ORDER

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

PUBLIC RECORDS REVIEW WITH CITY RECORDER

Christiansen provided a public records review that included the basics of public meeting laws. She noted the importance of the responsibilities of public officials, as keepers of public records and in response to potential liability. Christiansen reminded those present of their roles as elected representatives for the community, noting that "what you do is *their* business." Public records include all materials used during public meetings, such as any personal notes taken while acting as a seated Commissioner. Christiansen stated that all notes were subject to a public records request, and must be retained for three years.

There followed a brief discussion about the extent of the recordkeeping and the manner of public records requests. Christiansen noted that records are typically requested right away, sometimes by specific request, sometimes as part of a broader inquiry.

Christiansen stated that emails were also subject to a public records request. She referenced email addresses provided by the City of Ashland, commenting that using those assigned emails would help to separate personal use from business use. Christiansen noted that the Council's emails were automatically archived for easy access should there be a public records request.

Further discussion focused on the types of requests, and what constituted a meeting that would be open to a public records request. Christiansen highlighted the importance of conducting meetings with a quorum present: she reviewed exceptions such as special presentations where information is gathered but not discussed or deliberated. All meetings, including those of subcommittees, are considered to be open to the public: requiring 36 hours advance public notice. Meetings must be conducted within the City limits and have ADA access.

Christiansen reviewed State requirements for minutes, noting that minutes should reflect meeting logistics (where and when) along with topics to be discussed and the decisions made, with a general rationale for any actions taken.

ETHICS UPDATE WITH CITY ATTORNEY

City Attorney Lohman noted that the laws regarding public meetings were myriad and complex. He stated that a conservative approach would be presented as a way to sensitize participants and create top-of-mind awareness. He encouraged those present to call him directly with questions. Finally, Lohman requested additional time to present more detailed information at the next regularly scheduled study session.

DISCUSSION ITEM – Dogs at OKGG Discussion

Cronin noted the need for a cohesive policy regarding dogs at the Oak Knoll Golf Course. He stated that issues with dogs on the golf course were increasing.

Cronin, in conjunction with Golf Course Superintendent Harvey, presented a series of recommendations to better manage dogs on the golf course as follows:

- Allow dogs in the parking lot and on the main road through the course to Highway 66 at all times.
- Request that dogs be on leash at all times.
- Prohibit dogs from walking on sensitive areas of the course including greens, tee boxes and bunkers.
- Prohibit dogs from walking on the course when frost is present.
- Ensure that dog owners know that they are responsible for pet waste.

Cronin stated that once the objectives were approved, clear and concise signage would be posted at all entry points throughout the course.

Discussion focused on creating positive signage, how best to accommodate dog walkers while eliminating damage to the greens.

PUBLIC INPUT

Bret DeForest of 454 Briscoe Place in Ashland highlighted the number of access points to the course, calling for clarification of what would be permitted or prohibited at each point. It was agreed that signage reinforced by park staff would be the best option.

Further consideration was given to pet and pedestrian travel on the cart paths; to ensuring that dogs were not on the course when people were golfing; whether areas considered "the rough" would provide sufficient space for dogs or whether it would be unsafe; and what the timeframes would be when dogs could or could not be on the course. It was noted that the course was in close proximity to a neighborhood that did not have a park within a quarter mile, creating incentive to develop an area that could function as a neighborhood park with access for pets.

PUBLIC INPUT

Troy Brown of 345 Hemlock Lane in Ashland stated that he was not in favor of dogs at the golf course.

He expressed a concern about dogs in the rough, stating that pet waste could impact golfers if not removed. He also noted a concern about children who are often present with their dogs. Brown commented that the golf course was an asset that should be protected for its primary use: golfing.

UPDATE ON BUDGET PROCESS

Director Black reported on the budget officer review of the budget approved by the Parks & Recreation Commission. He stated that future budgets would contain line items for vehicles, so vehicle expenses could be separated from capital expenditures, and sales of vehicles could be tracked as a funding mechanism for future vehicle purchases or repairs.

RECESS/CALL TO ORDER

Gardiner recessed the study session and called a special meeting to order at 8:00 p.m. in the Parks office, 340 S. Pioneer Street.

UNFINISHED BUSINESS

FOOTGOLF AT OAK KNOLL GOLF COURSE ACTION

Black noted that the golf course was City parkland with limited use for golfers. He indicated that Parks had an obligation to adhere to fiscally responsible services, increasing recovery rates where feasible. Black noted that golfers contributed through fees for use, but that there was a significant difference between revenues (approximately 600,000) and expenses (approximately \$1.1 million).

Black introduced FootGolf as an innovative way to offer an additional recreational opportunity while increasing revenue for course operations.

Dials presented two months of comment cards and sign-in sheets from FootGolf trials held recently. She explained about the game, noting that the public introduction to the sport was well attended and comments were positive. Dials also reviewed information from other courses in Oregon that implemented FootGolf. Dials noted a suggested fee structure, stating that the program would contribute revenue while enriching the recreational opportunities offered at the course. She commented that the sport would be set up away from the greens, to prevent damage to the course, and to minimize the impact for golfers. Dials recommended moving forward with nine holes at a charge of \$5.00 for children and \$10.00 for adults. The game would be offered twice weekly.

Black commented on the proposed limited schedule, noting that golfers would have an option to play golf when FootGolfers are not present. Cronin provided a testimonial for FootGolf, stating that he would be pleased to offer a cutting-edge family activity that would generate additional revenue without taking too much space from the golf course and with minimal disruption of traditional golf.

DISCUSSION AMONG COMMISSIONERS

After a brief question and answer period, the discussion centered on the limited schedule, the relatively high fee structure for nine holes of play, and the separation of activities between traditional golfers and FootGolfers. Commissioners focused on ways to further minimize disruption for golfers, while establishing parameters for a successful new program.

Black noted that the initial plan was to provide nine holes of FootGolf away from the greens. He stated that the game flows like golf and many other courses throughout the country integrate the game alongside golfers. Future expansion to 18 holes would be based on the balance between a successful program and traditional golf.

PUBLIC INPUT

Bret DeForest of 454 Briscoe Place in Ashland, stated that he was a long-time resident of Ashland and was actively involved with the Oak Knoll Golf Course: currently serving as the Men's Club President. He expressed concern about mixing the two sports on a golf course. He highlighted the potential to raise revenues by increasing golfing activities rather than introducing a new sport. He suggested that the golf course be open to paying golfers from dawn to dusk. He advocated for golf tournaments and other solutions to increase participation. He stated that there was a risk that FootGolf would alienate golfers.

Troy Brown of 345 Hemlock Lane in Ashland advocated for raising revenue through improvements to OKGC. He stated that increased maintenance and repair of the course would attract golfers outside the area, and offering discount days would increase attendance and add revenue. He gave an example of a discount day at Stewart Meadows, noting that there was so much business some players could not get in. He stated that the golf course was an asset with a potential to grow, and with proper maintenance and special events or discounts the revenue would follow.

Stuart Douglas of 854 Twin Pines Circle in Ashland expressed reservations about playing golf during times when people were on the course playing FootGolf. He highlighted the potential for injuries caused by errant balls. Douglas reiterated that the golf course could increase revenue by improving the quality of the course, offering special deals, and upgrading the food and beverages served.

Dials highlighted the new recreational opportunity, as an additional service to the community. She stated that OKGC was unique in the valley as it was a municipal course and therefore subject to limitations of budget and staffing. She recommended slow implementation of the new program, with periodic Commission review.

Black noted the dual role in providing public services for parks and recreational activities. He pointed out that the citizens were funding the programs offered, and revenues for the pool and ice rink were at about 30% of actual costs, while the golf course collected approximately 50% of the revenues needed. He stated that the public subsidizes the remainder, in addition to fees for use. He noted the challenges and opportunities of providing community services while maintaining prudent budgetary management.

There followed further discussion about the most appropriate way to utilize the golf course, and the various options reviewed by the Commission in the past. Lewis stated his willingness to give it a trial run with a review at a later date. Miller noted that FootGolf would provide recreation in a part of town that doesn't have a community park. Shaw agreed with the limited schedule to minimize the impact for golfers. Landt was supportive of a trial but had concerns about failure because of schedule limitations. The cost to implement the proposed trial and a proportionate fee schedule was discussed. Wear and tear on the rough was considered as well as alternative locations.

MOTION: Landt moved that FootGolf be approved on a trial basis at the OKGC location, with rates set at \$4.00 for children and \$8.00 per adult. The motion was seconded by Miller.

Further Discussion: Lewis noted that he would not have defined the motion by time, or with fees, so that staff would have the flexibility to determine what would work best. Landt referred to the precedent set by the Commission to approve fee schedules. Black called for flexibility to determine best outcomes.

MOTION: Landt moved to amend the motion to give staff the ability to set lower rates for introductory purposes. The motion to amend was seconded by Miller. The motion carried with Gardiner voting against.

ADJOURNMENT/CALL TO ORDER

By consensus, with no further business, Gardiner adjourned the special meeting at 9:08 p.m. Gardiner reconvened the study session at 9:08 p.m.

PATHOSANS CLEANING TECHNOLOGY OVERVIEW

Dickens introduced PathoSans, stating that it was not a cleaning product; rather it was a cleaning technology. He noted that the technology uses water, purified salt, and electricity to make two products: a high PH cleaner and a low PH sanitizer. The technology was proven to be safe and sustainable, yet the products were strong enough to kill bacteria and viruses.

Implementing the new technology would replace the chemicals currently used to clean restrooms and other facilities. The products created do not foam, streak or produce allergens. Dickens stated that switching to the new system would result in a substantial cost savings, as well as contributing to a green environment.

There followed a discussion of the product properties, the cleaners that would be replaced, the safety of storage and use, and any potential issues that contracted workers might have when working with the products. Dickens stated that the purchase price of the equipment was \$13,000.

In response to a question by Gardiner, Black stated that Parks would be paying for the technology from operations funds, over a period of two years. The information was presented to the Commission to see if there were any overriding issues that would preclude moving forward. It was anticipated that the cost savings would offset the purchase price in approximately four years.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Betsy Manuel /sd

Betsy Manuel, Assistant

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

ATTENDANCE

Present: Commissioners Gardiner, Landt, Lewis, Miller, Shaw; Director Black; Superintendent Dials;
Administrative Supervisor Dyssegard; Assistant Betsy Manuel
Absent: City Council Liaison, Mayor Stromberg; Parks Superintendent, Dickens

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 – February 9, 2015

MOTION: Shaw moved to approve the Minutes as presented. Lewis seconded the motion.
The vote was all yes.

Joint Meeting with Council – February 11, 2015

MOTION: Shaw moved to approve the Minutes as presented. Miller seconded the motion.
The vote was all yes with Lewis abstaining.

Regular Meeting – February 23, 2015

MOTION: Lewis moved to approve the Minutes as presented. Shaw seconded the motion.
The vote was all yes.

Further discussion: Chair Gardiner asked about the status of Parks information to be published in the AAUW booklet. Director Black stated that it went to Council for sponsorship, and current status was pending.

PUBLIC PARTICIPATION

There was none.

ADDITIONS AND DELETIONS TO THE AGENDA

"Reconsideration of FootGolf Implementation Schedule" was deleted from the agenda where it had been listed under New Business.

UNFINISHED BUSINESS

Black stated that budget updates would be listed under the heading Unfinished Business until the Parks 2015-2017 biennial budget was approved.

NEW BUSINESS

DISCUSSION AND ACTION REGARDING A DOG PARK POLICY AT OAK KNOLL GOLF COURSE

Cronin noted that the OKGC was not currently a dog-friendly park. He stated that dogs are frequently seen on and off leash, and if dogs were to be allowed, staff would post signage to keep dogs in the approved areas. Discussion considered permitting dog owners and their dogs to travel along the main road, from Highway 66 to the parking lot area and along the outside perimeter of the course (from Highway 66 to the East and Crowson Road to the South).

Five restrictions were reviewed as follows:

- 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 are responsible for pet waste

Discussion Among Commissioners

In response to a question by Shaw, Cronin stated that permitting dogs to share the golf course was an acknowledgment that nearby neighbors enjoy walking their dogs in the area. He commented that the community aspect was important. Black noted that the golf course was also a City park, paid for with funding from the Ashland community as a whole.

Cronin noted that golfers would remain a priority and their enjoyment was currently diminished by dogs that were there in violation of AMC 10.68.200A.

Landt talked about the route, and the point at which dogs would encounter the golf cart pathway. It was noted that dogs would be allowed when golfers were not present (normally early morning and late evening hours). Gardner clarified the areas where dogs would be allowed, stating that there would be no access to approximately half the course. Black stated that the intent was to allow dogs in the park when golfers were not present, with dogs prohibited from the greens, bunkers, and traps at all times.

Commissioners continued to discuss that impact of the proposed restrictions, looking for greater clarity and fewer rules. There was an appreciation expressed for staff's willingness to work through conflicting interests in an effort to serve the public. Black noted that the intention was to put some order into dog management while remaining attentive to the neighborhood. It was agreed that the proposed restrictions would highlight two new concepts by prohibiting dogs from walking on sensitive areas of the course, and disallowing dogs when golfers were present. It was further agreed that staff would create the language for any signage required.

MOTION: Landt moved to designate Oak Knoll Golf Course as a dog-friendly park subject to the following restrictions: 1. Dogs prohibited from walking on sensitive areas of the course, including, but not limited to, greens, tee boxes, and bunkers at all times; and 2. Dogs prohibited from the golf course itself when golfers are on the course. Shaw seconded the motion. The vote was all yes.

Further Discussion: The question was asked whether Mutt Mitt stations were in place. Black stated that staff would install them along with signage.

BEE CITY USA – CITIZEN APPLICATION REVIEWS AND APPROVAL

Dials stated that three applications for the Bee City USA Subcommittee had been received by the deadline of March 6, 2015. She stated that all three had the experience and expertise to implement the Bee City USA goal of promoting and establishing pollinator-friendly landscapes.

Dials recommended that the three applicants be appointed to the Bee City USA Subcommittee.

MOTION: Shaw moved to approve the nominations of the Bee City USA Subcommittee as recommended by staff. Gardiner seconded the motion. The vote was all yes.

APPOINTMENT OF PARKS COMMISSIONER TO POSITION #1 – ASHLAND PARKS FOUNDATION

Gardiner noted that his term on the Foundation had been completed, and he recommended Commissioner Miller be appointed in his place.

MOTION: Shaw moved to appoint Matt Miller as the Ashland Parks Foundation voting seated member. Lewis seconded the motion. The vote was all yes.

CONSIDERATION OF PROPOSED MODIFICATION TO ASHLAND PARKS AND RECREATION LOGO

Black reviewed that the Ashland Park Department was rebranding as the Ashland Parks Commission. He noted a proposed staff recommendation to change the Parks logo to include the word "Commission."

Questions included a concern about converting the logos on trucks, and the size of the logos for trucks. Black explained that the current supply of recently printed logos, without the word "Commission," would be utilized until they were depleted. If approved by the Commission, the new logo would apply going forward, with a new supply of logos printed as needed. He stated that there were no plans to convert the logos currently displayed on Parks Commission vehicles.

MOTION: Landt moved to approve the modified Ashland Parks and Recreation logo as presented. Shaw seconded the motion. The vote was all yes.

SUBCOMMITTEE & STAFF REPORTS

VOLUNTEER IN PARKS PROGRAM – 2014 STAFF REPORT

Dials expressed her appreciation for the dedication of the Parks volunteers, noting that they provided over 12,000 hours of valuable assistance. She reported that the number of volunteer hours for calendar year 2014 increased by 256.65 over the previous year. She stated that Lori Ainsworth coordinated with staff in organizing and managing the volunteers. Dials noted that the work provided by volunteers equated to 5.2 full-time equivalent staff positions. Shaw expressed his appreciation for the work Ms. Ainsworth contributed to Ashland Parks and Recreation.

ICE RINK END-OF-SEASON REPORT

Dials noted that the ice rink season opened November 18, 2014. She stated that the rink was not covered at the time of the seasonal opening and closed from December 3-18 for installation of the cover. Dials explained that revenue was affected somewhat, declining \$4,000 over the prior year. Revenue for 2013/2014 was approximately \$92,000 while the 2014/2015 season produced approximately \$88,000. The financial report was not yet completed as there were additional expenses yet to be quantified.

Dials highlighted the increased number of participants and the additional programs offered this year. She stated that the rink hosted youth hockey, figure skating, private skating and new programs such as the "Frozen Tots" and "Learn 2 Skate." Dials was appreciative of the efforts of Lonny Flora, Recreation Coordinator.

Discussion focused on increased outreach to schools and counties. A question about new programs prompted Dials to note the potential for increased growth of youth hockey.

ITEMS FROM COMMISSIONERS

There followed a brief discussion about the availability of the restrooms at Ashland Creek Park and the timing of programmed locks.

UPCOMING MEETING DATES AND PROPOSED AGENDA ITEMS

- Study Session on April 20, 2015 at The Grove, 1195 E. Main Street – 7:00 p.m.
- Regular Meeting April 27, 2015 at Council Chambers, 1175 E. Main Street – 7:00 p.m.
- Beginning of the month for proposed Agendas
- Golf Subcommittee Meeting on April 16, 2015 at the Golf Clubhouse – 3:00 p.m.

Dials noted that the Annual Bike Swap was scheduled for April 18, 2015, from 12:00 until 2:00 at The Grove, 1195 E. Main Street.

Shaw reported on his recent involvement in the Oregon Scenic Bikeways planning workshop. He said trails would be groomed for the 55-mile route that would start in Ashland. He said Southern Oregon bike trails were listed on the State Map.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Betsy Manuel / sd

Betsy Manuel, Assistant