

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

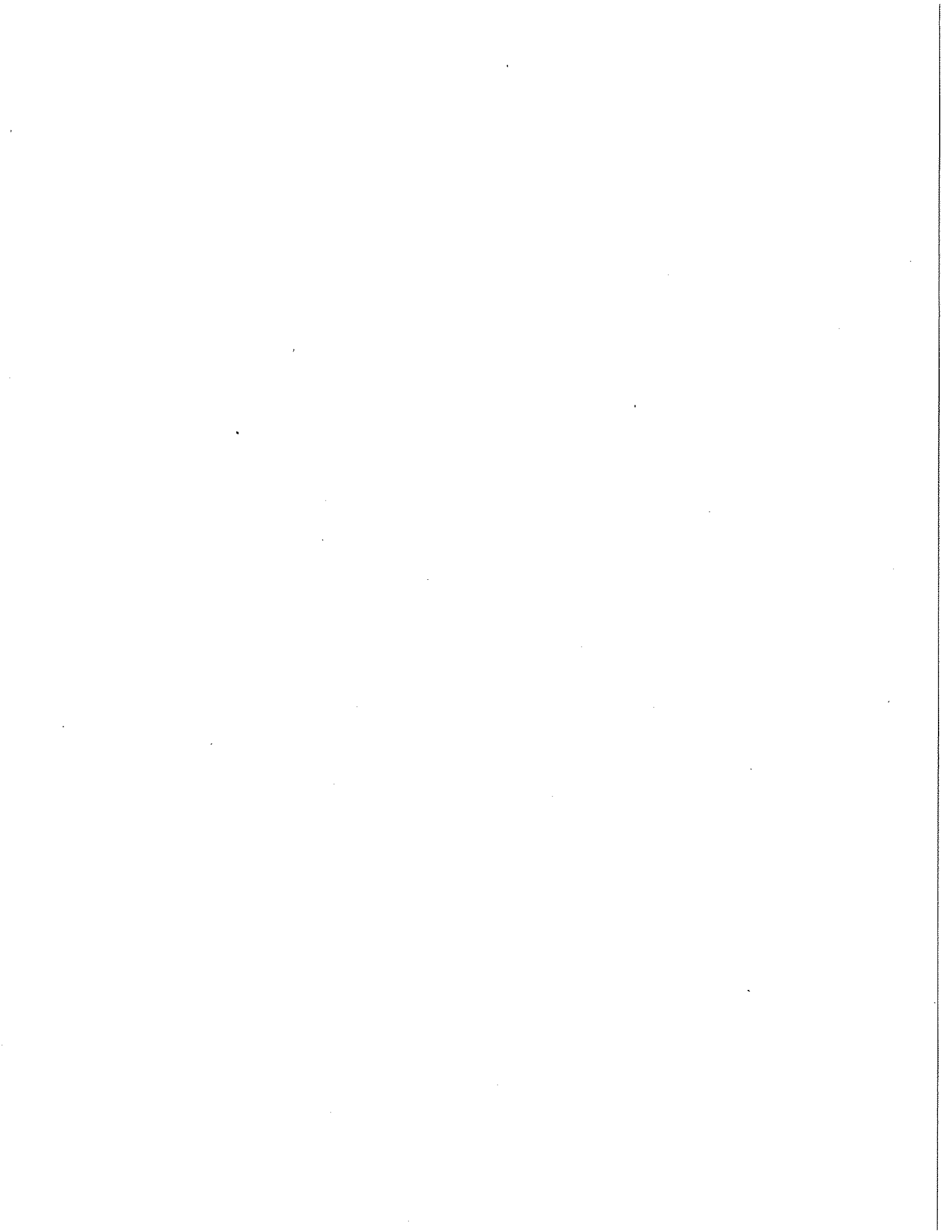
ASHLAND PARKS & RECREATION COMMISSION

October 26, 2015
Council Chambers
1175 E. Main Street

7:00 p.m.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 1. Special Meeting—September 8, 2015
 2. Study Session—September 21, 2015
 3. Regular Meeting— September 28, 2015
- III. PUBLIC PARTICIPATION
 1. Open Forum
- IV. ADDITIONS OR DELETIONS TO THE AGENDA
- V. UNFINISHED BUSINESS
- VI. NEW BUSINESS
 1. Animals in Parks (Action)
- VII. SUBCOMMITTEE AND STAFF REPORTS
 1. Irrigation Division Presentation (Information)
 2. Golf Course Clubhouse Update
- VIII. ITEMS FROM COMMISSIONERS
- IX. UPCOMING MEETING DATES
 1. Study Session—November 16, 2015
The Grove, 1195 E. Main Street—7:00 p.m.
 2. Regular Meeting—November 23, 2015
Council Chambers, 1175 E. Main Street—7:00 p.m.
- X. ADJOURNMENT
- XI. EXECUTIVE SESSIONS: Legal Counsel Pursuant to ORS 192.660 (2)(h), ORS 192.660 (2)(e) and ORS 192.660 (1)(i)

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).



City of Ashland
PARKS AND RECREATION COMMISSION
SPECIAL MEETING
MINUTES
September 8, 2015

ATTENDANCE

Present: Commissioners Gardiner, Lewis, Miller, Shaw; Director Black; Superintendents Dials and Dickens; Administrative Supervisor Dyssegard and Assistant Manuel

Absent: Commissioner Landt; City Council Liaison, Mayor Stromberg

CALL TO ORDER

Chair Gardiner called the meeting to order at 2:00 p.m. at the Ashland Parks and Recreation Commission (APRC) office, 340 S. Pioneer Street.

DISCUSSION AND ACTION ON CONTRACTING WITH THE ASHLAND SCHOOL DISTRICT AND MASTERS SWIMMERS FOR OFF-SEASON USE OF THE DANIEL MEYER POOL

Black said the special meeting was called to facilitate a request from the local swimming community for a solution to SOU's recent pool closure. Two APRC goals for BN 15-17 addressed the need for collaborative community partnerships for local or regional needs. One goal was a competition-style swim facility for year-round activities. The Commission had set aside funding in the current Capital Improvement Plan (CIP) to contribute to a pool feasibility study.

As an interim solution to the current lack of an available facility, the APRC was contacted by Ashland School District, Phoenix/Talent School District and Rogue Valley Masters (RVM) swimmers, all of whom requested the use of Daniel Meyer Pool during 2015-2016 winter months.

Black presented a tentative budget detailing expenses for pool use from November through February. Retrofitting the bathhouse for winter use was estimated at approximately \$20,000. Construction costs were said to include the installation of an HVAC system and ductwork, insulation, framing and drywall as well as management and oversight of the project. APRC could finance the retrofit but all costs would need to be recovered through user fees so no capital expenses were incurred. He suggested recovering costs over a five-year construction amortization period. The estimated monthly equipment rental would be approximately \$1,300. Black noted that the source of funds was the Food and Beverage tax and the resulting capital improvement would meet source guidelines.

Utilities were estimated at \$4,400 monthly. Accelerated wear and tear of equipment was calculated as well as a fee for programming and management oversight by APRC.

Black explained the rationale for each line item. Lessees would need to provide their own certified pool operator, janitorial services, lifeguards and insurance. Individual contracts would be drawn up with the Ashland School District, Phoenix/Talent School District and RVM swimmers. Individuals wishing to swim would be permitted to do so under the auspices of one of the three contracted entities.

Black said APRC could provide oversight but would grant authority to the lessees for pool operations. Equipment provided by the school districts or RVM swimmers could be stored at the facility. The first day of use could be set once the construction project concluded, the contracts were in place and approval was granted by the City of Ashland building inspector.

Discussion among Commissioners

Lewis suggested tracking the first year's actual expenses to see whether cost estimates should be adjusted. He asked about recovery of the funds if agreements were terminated early. Miller asked about damage to the facility outside the regular wear and tear.

Black said actual costs would need to be recovered and any unusual damage would be the responsibility of the lessee.

PUBLIC PARTICIPATION

Geri Mattherson, 640 Beach Street, was called forward.

Ms. Mattherson, speaking as a member of RVM swimmers, thanked APRC for considering a rental contract for use of the Daniel Meyer Pool during winter months. She asked about the timing of contract negotiations and other details. Black explained the process, stating that it was important to know how many users were involved from each entity so an equitable percentage of the monthly rental fee could be assigned to each group. Further discussion focused on the blocks of time assigned for each entity, the number of hours permitted on any given day and other procedural details.

Jocelyn Sanford, 2687 Mickelson Way, was called forward.

Ms. Sanford noted that RVM members were affiliated with a nationwide swimming organization. She highlighted her experience with both water polo and competitive swimming and said she was grateful for the support demonstrated by the Commission.

Craig Mather, 1056 Hillview Drive, was called forward.

Mr. Mather inquired about the ramifications for using the \$20,000 for a retrofit, expressing a concern that the use would derail a feasibility study and therefore stall the process of developing a long-term solution for a year-round pool in Ashland. Gardiner explained the purpose of the funds in relation to a collaborative community effort. Black noted that the funds would be repaid within five years based on the amortization schedule. Lewis stated that since a new budget was developed every two years, the funding could conceivably be budgeted for the next biennium (2017-2019).

Mather advocated a sense of urgency for a long-term solution such as an aquatics center. Lewis recommended that the RVM remain involved in the process. In response to a question by Mathers, Black indicated that the maximum amount of hours per day and the number of months permitted for this use would be specified in the contract. Miller explained that the window for Master's swim meets spanned mid-November to February of each year.

MOTION: *Shaw moved to authorize the APRC director to enter into a contract with the Ashland School District, Phoenix/Talent School District and Rogue Valley Masters to lease the Daniel Meyer Pool during the prescribed term for each year for five years. Miller seconded.*

The vote was all yes.

MOTION: Miller moved to set a fee as recommended for a five-year period of time, recommended as no less than \$8,000 per month, which is the equivalent of \$57.00 per hour of use (assuming 140 hours of use per month between all users). Shaw seconded. Miller agreed to a friendly amendment to strike the phrase "which is the equivalent of \$57.00 per hour of use (assuming 140 hours of use per month between all users)" from the motion.

MOTION: Miller moved to set a fee as recommended for a five-year period of time, recommended as no less than \$8,000 per month. Shaw seconded.

The vote was all yes.

MOTION: Miller moved to authorize the allocation of funds from the "Pool Study" project within the APRC CIP in the amount of \$20,000, to cover the initial costs in capital required to provide heat and insulation to the bathhouse for winter use. This initial capital cost would be recovered over a period of a five-year contract with the lessees. Lewis seconded.

The vote was all yes.

STAFF AND COMMISSIONER COMMENTS

Gardiner thanked those present for their participation. Black noted that facilitating the project would strengthen the community by providing opportunities for growth. Shaw spoke in appreciation of the collaborative effort. Miller highlighted the work initiated by staff toward considering the proposal and making it work.

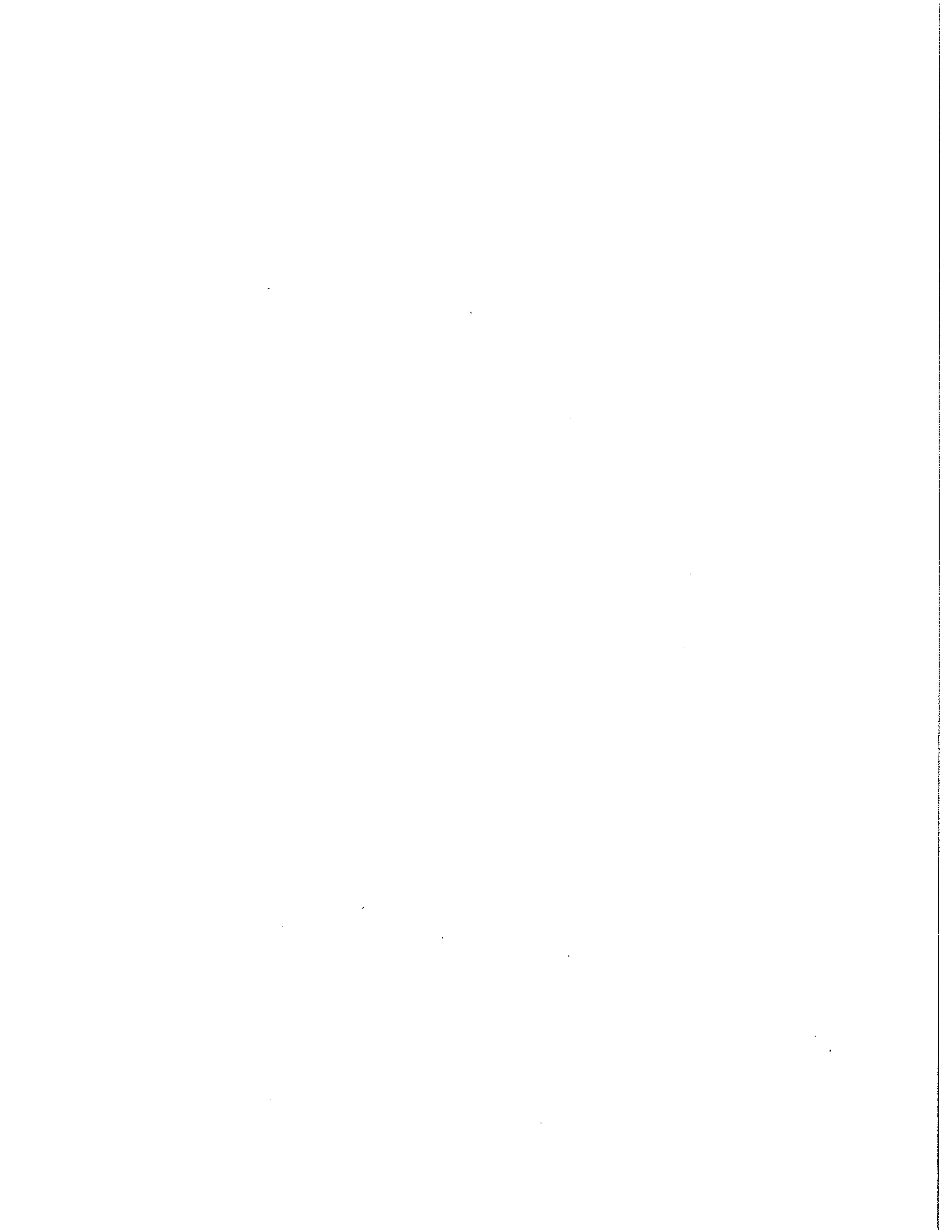
ADJOURNMENT

There being no further business, the meeting adjourned at 2:45 p.m.

Respectfully submitted,

Betsy Manuel

The Minutes are not a verbatim record. The narrative has been condensed and paraphrased to reflect the discussions and decisions made. Ashland Parks and Recreation Commission Study Sessions, Special Meetings and Regular Meetings are digitally recorded and available upon request.



City of Ashland
PARKS AND RECREATION COMMISSION
STUDY SESSION
MINUTES
September 21, 2015

ATTENDANCE

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

OPTIONAL SITE VISIT OF GARFIELD PARK

An optional site visit to Garfield Park, hosted by Black and Dickens, included both Commissioners and APRC staff.

Black distributed a colored schematic of Garfield Park illustrating current and proposed uses within the park. Each use was examined and proposed changes discussed. Particular attention was paid to the position of the trees, and efforts to shelter them from harm during construction. One tree would be removed to make way for the expanded splash pad.

Dickens led the discussion about expanding the basketball court. Five-foot boundaries could be added, changing the dimensions from 64' X 50' to 94' X 60'. It was noted that the expanded court would not significantly impact other uses within the park. New basketball nets would be spring-loaded and new acrylic backboards would better resist vandalism. Benches could be added for game watching. Black noted that there had been some discussion about adding a skateboard feature between the basketball court and the water play area; however, such limited space was restrictive. Black said that section could be reserved for a future shelter and used for gatherings such as family picnics, birthday parties and other events.

The site of the expanded splash pad, its dimensions and associated amenities were reviewed. This included development of a grass berm, partial fencing and seating walls. Consideration was given to the space adjacent to the splash pad where a small dog park was proposed. Discussion ensued about the pros and cons of converting the 25' X 100' space for this purpose.

A new shelter for the Cascade-Siskiyou Scenic Bikeway was reviewed and pictures of the proposed 20' X 20' bike shelter displayed. It was noted that the new amenity would not only showcase Ashland's designated scenic bikeway, it would encourage local residents to ride their bikes to family outings or other events at the park.

CALL TO ORDER

Gardiner called the Study Session to order at 7:00 p.m. at The Grove, 1195 E. Main Street.

PUBLIC PARTICIPATION / NON-AGENDA COMMENTS

Ms. Kristina LeFever, 2359 Blue Sky Lane, was called forward.

Ms. LeFever highlighted her affiliations with the Bee City USA Subcommittee, Pollinator Project Rogue Valley and the newly formed Advocates for Healthy Landscapes (AHL), noting that she was speaking for all concerned members.

LeFever recognized the work previously developed by concerned citizens prior to the formation of AHL. She emphasized the accomplishments of this organization that resulted in a significant reduction of harmful pesticides.

LeFever also acknowledged APRC's thoughtful response to community requests for reductions in pesticide use, and for substituting safer alternatives.

LeFever reported that AHL scheduled a presentation at an Ashland City Council Study Session on October 5, 2015. The group would ask City officials to pass a Resolution encouraging residents to discontinue the use of glyphosates and 2 4-D pesticides in favor of safer chemicals. LeFever indicated that the World Health Organization recently published a new study labeling glyphosate products as carcinogenic. In the study, pesticide 2 4-D was also listed as a possible carcinogen.

LeFever asked for the APRC's public acknowledgement to Council about its support for AHL and AHL's research into the harmful effects of glyphosate products in both pesticides and herbicides as researched and prepared by AHL. LeFever said AHL was developing a process for educating the community about the dangers of glyphosates and 2 4-D, and in substituting safer alternatives for landscape management.

Discussion among Commissioners

There followed a brief discussion about next steps in APRC's support of AHL. Landt suggested that LeFever attend the next regular APRC meeting to reiterate AHL's request, allowing for broader public awareness.

Lewis noted the proactive approach APRC achieved in the past by setting policies for reduced pesticide and herbicide use in Ashland's parks. He said such a comprehensive change could be considered a guide for the City as a whole.

GARFIELD PARK MASTER PLAN DISCUSSION

Black reviewed each proposed upgrade, retrofit and feature depicted in the Garfield Park Master Plan. Details included a new splash pad (approximately twice as large as the existing structure) and new amenities such as picnic tables, covered shelters, benches, sitting walls and planters designed to protect existing trees. Black outlined a proposed enlargement of the sand volleyball court and plans to add a concrete retaining wall around portions of the court along with new sand. Foot wash stations could be placed at exits to reduce the amount of sand transferred from the court into grassy areas and the splash pad. A grassy berm between the volleyball court and the splash pad would provide extra seating for spectators. The basketball court would be expanded to include five-foot boundaries on all sides of the regulation-sized court.

Black noted that the space adjacent to the basketball court, though initially considered suitable for skateboard amenities, was later considered inadequate for such use. He suggested a more practical amenity such as a covered picnic shelter that could be used for events such as birthday parties and picnics away from the sun. Black described the shelters as having metal roofs and round tables surrounded by seating. He said no shelters were currently provided at the park.

Black pointed out other areas suitable for future shelters, including one in front of the splash pad. He noted that the splash pad shelter could either be moved from the basketball area or remain as planned. The concrete surround for the splash pad could also be used as a seating wall. Existing restrooms would remain in place and require minimal upgrades or repairs.

The sand volleyball court would be expanded from its current size of 87' x 80 to 99' X 84' and the wooden retaining wall would be replaced. Dickens noted that volleyball nets could be adjusted to accommodate players of all sizes.

Continuing counter-clockwise throughout the park, Black proposed a new bikeway shelter in close proximity to the parking area on California Street. The shelter would function as the starting and ending points for the Cascade-Siskiyou Scenic Bikeway, a fifty-four mile route promoted by Travel Oregon. A bike fix-it station and other amenities would be included within the comfort station. A kiosk for maps and brochures would showcase Ashland's offerings and entice people to explore the City beyond the bikeway.

Black observed that the proposed Garfield Master Plan (depicting existing uses and future amenities) was not a site plan. Most of the improvements were refurbishments and/or upgrades. Black briefly reviewed cost estimates totaling \$849,308. A general breakdown of line item expenditures was as follows:

- Splash pad equipment, construction, furnishings and finishing work totaled \$510,000.
- Improvements to the basketball court including new asphalt, surfacing, benches and the addition of boundaries were estimated at \$84,100.
- Miscellaneous construction, including sidewalks, bike shelter, volleyball court and dog park came to \$96,000.
- Additional line items for "mobilization" (\$20,703 based on a 3% percentage) and a contingency fund of 10% totaled a combined estimate of \$69,010.
- Optional shelters and finishing materials added another \$61,500, bringing the grand total to \$849,308.

Discussion among Commissioners

Landt noted that changes to the plan were positive and staff would make significant efforts to protect existing trees. Landt advocated for finished sidewalks rather than exposed aggregate, stating that the aggregate could pose long-term maintenance concerns.

There followed questions about the location of optional shelters, whether cost estimates included replacement of the sand for the volleyball court, the number of benches and other details.

Gardiner asked about the cost of the benches, leading to a discussion about whether to provide shelter for the benches or defray costs through donations. Shaw suggested reducing the number of benches and replacing them with a picnic shelter instead. Miller indicated that a covered shelter might be more valuable, providing players or spectators with a respite from the sun. It was agreed by consensus that a shelter or two would be preferable.

Public Input

Rich Norvell, 115 Westwood Street, was called forward.

Mr. Norvell stated that he was a 23-year Ashland resident. He voiced appreciation for the opportunity to comment on the refurbishment of the volleyball court, adding that the adjustable nets would be very helpful in conducting regulation games. He also praised the high quality of the sand in the court.

Norvell relayed that the current margins of the court were acceptable. He suggested that the money might be better spent on another court within the Parks system, emphasizing the popularity of the sport and increasing pressure as the number of players continued to grow.

Finally, Norvell talked about the proposed dog park, stating that, in his opinion, allowing dogs in such as small space could be problematic.

Joel Heller, 2326 Greenmeadows Way, was called forward.

Mr. Heller expressed a concern about the proposed concrete seating wall, stating that it would radiate heat, and wood was a more forgiving material. He expressed concern about skateboarders possibly using the wall, thus causing deterioration.

Heller spoke to the needs of players, stating that the ability to hose off with a proposed foot wash would be helpful. He asked for an extended volleyball / splash pad season, including the months of May and September.

Discussion among Commissioners and Staff

Commissioner discussion included consideration of the input provided by Norvell and Heller. It was noted that plans for a grass berm directly behind the volleyball retaining wall would deter skateboarders.

Black mentioned a proposed expansion of the volleyball court, given public input. Dickens noted that a smaller footprint would allow for a larger grass berm, separating the splash pad from the volleyball court. He indicated that a foot washing unit was available with the additional amenities of a wand for hosing down and a drinking fountain for thirsty players.

Landt voiced appreciation for the public input, with new ideas and uncovered needs expressed. He stated that the input would assist in the development of an improved Master Plan.

Shaw advocated for the off-leash dog area. He referenced the proposed dog park off lower Clay Street as an example of a potential dog park in proximity to a soccer field. He noted that conjoining dogs and people allowed for more family-oriented activities. In Garfield Park the dog park area would remain small, in keeping with the small neighborhood feel of the park. Black added that the off-leash area could create an alternative to the requirement for dogs on leash elsewhere in the Park. It was agreed that dogs would not be allowed in the playground area, a precedent set in other parks and as a safety precaution.

Landt proposed a trial period of a year or two, with an evaluation at trial's end. If the prototype evaluated as successful, others like it could be tucked into additional Ashland parks. Black said further public comment would be welcome at the APRC regular meeting on September 28.

Continued discussion included supplementary details, the renaming of the hardscape areas and adjustments to the budget. Budgetary matters were reviewed: 1) process and choices for seeking a bond as a funding source; 2) setting aside contingency funds from existing revenues; 3) including the funds in the bond amount. Landt noted that the impact of financing the project could limit future projects until bond proceeds were repaid.

Lewis recommended leaving the figures as is in the conceptual plan. He explained that the plan would come together when a site plan was developed and bids were in. Changes could occur at that time. Lewis supported contingency funds to cover unforeseen expenses. He asked that a debt repayment ratio be prepared for added perspective.

Black highlighted the projects that would be retired by 2017, explaining that payments for current debt totaled approximately \$200,000 annually. The debt service for Garfield Park would be reduced to \$60,000 or \$70,000 per year when current debt was retired in 2017.

Shaw said interest rates were very low, making it a good time to borrow money. Landt asked about the lead time between the time when the bond was authorized by the Commission and when it was issued.

Black summarized the public agreement process, stating that projects were first conceptualized, a budget was agreed upon and the project went out for bid. If the awarded bid was significantly more than the projected budget, features were removed from the project until it agreed with the projected budget or a new budget was developed to reflect the extra costs.

Landt asked that a line item for landscaping and irrigation be added to the proposed budget as a discussion point at the APRC Regular Meeting.

HELMAN SCHOOL TENNIS COURTS DISCUSSION

Black introduced a request from the Ashland School District regarding use of the tennis courts currently included on the school grounds. Black noted that APRC originally contributed approximately 60% of the cost to build the two courts, along with smaller contributions from the Helman PTA and the State Land and Water Conservation Fund. No intergovernmental agreement was established between the entities for continued upkeep and the courts fell into disrepair.

Helman School recently proposed changing the courts into an "Exploratorium" on one side and a kinder speedway on the other. Black noted that the school was in close proximity to the APRC Nature Center, which provided similar educational opportunities as those proposed for the Exploratorium.

Black reported receiving feedback from residents who wished to continue using the Helman tennis courts. He reported that it would take an investment of approximately \$5000 – \$10,000 to restore the courts; in addition, if APRC decided to continue with the use there would be ongoing maintenance costs. On the other hand, if it was decided to return the courts to the school for their intended use, Black recommended that the property be released quickly as a courtesy. Another option would be to ask that one court remain for tennis players and one court be used by the school for their own purposes.

Discussion among Commissioners

Gardiner noted that APRC had resurfaced the courts at least once since their inception, increasing the value of the APRC investment.

Landt confirmed that no contractual agreement was initiated when the courts were created. He referred to an understanding that the area was considered a small neighborhood park. He suggested that APRC contribute new wood chips in the playground as a gesture of good will.

Shaw commented that Southern Oregon University (SOU) was not maintaining at least four of their courts, with another four only minimally cared for. Four courts had been eliminated and replaced with new housing on the SOU campus. Players who formerly used the SOU courts now played at Hunter Park. Shaw said it was rumored that SOU planned to build new courts elsewhere but whereabouts and timing were unknown. He advocated for renovating the courts to accommodate SOU, high school students and the general public. He favored a collaborative approach between APRC and the School District. He also suggested that APRC agree to maintain the courts.

Lewis acknowledged that the property was owned by the School District. He reiterated a preference for continued use as tennis courts, while indicating that a compromise might be appropriate. Landt noted that the APRC Comprehensive Plan listed the area as a neighborhood park based upon the original understanding with Helman. He suggested the property had greater value as a public park.

It was agreed that APRC would prefer to refurbish the courts for continued public use and that further talks with the School District should be conducted.

STAFF OR COMMISSIONER COMMENTS

Dyssegard announced that the Oregon Recreation and Parks Association (ORPA) was holding its annual conference from November 2-4 at the Portland Hilton. She asked if Commissioners wished to attend.

Gardiner reported on his recent attendance at the National Recreation and Parks Association (NRPA) conference in Las Vegas, NV. He chose sessions relating to senior centers, parks foundations and open stewardship. Dickens noted his attendance and participation in sessions on the design of open spaces, trends for parks in the future and how to improve profits at golf courses. Both found the conference interesting and informative.

Dials stated that the Bear Creek Salmon Festival was scheduled for Saturday, October 3, from 11:00 a.m. to 4:00 p.m. at North Mountain Park. The event annually celebrated the return of salmon. Dials invited those present to attend.

Dials also highlighted the Rogue Valley Transit District's "Drive Less Challenge" during the month of October. APRC would host a Bike and Walk Breakfast at Ashland's Railroad Park from 7:30 - 9:30 a.m. on Monday, October 5, for Central Area Bikepath bikers or walkers. APRC would provide snacks and some giveaways.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:09 p.m.

Respectfully submitted,

Betsy Manuel

The Minutes are not a verbatim record. The narrative has been condensed and paraphrased to reflect the discussions and decisions made. Ashland Parks and Recreation Commission Study Sessions, Special Meetings and Regular meetings are digitally recorded and available upon request.

City of Ashland
PARKS AND RECREATION COMMISSION
REGULAR MEETING
MINUTES
September 28, 2015

ATTENDANCE

Present: Commissioners Gardiner, Landt, Lewis, Miller, Shaw; Director Black; Superintendents Dickens and Dials; Recreation Manager Flora; Administrative Supervisor Dyssegard and Assistant Manuel

Absent: City Council Liaison, Mayor Stromberg

CALL TO ORDER

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

APPROVAL OF MINUTES

Study Session – July 20, 2015

Motion: Landt moved to approve the Minutes as amended for July 20, 2015. Shaw seconded the motion.
The vote was all yes.

Study Session - August 17, 2015

Motion: Shaw moved to approve the Minutes as presented. Lewis seconded the motion.

Discussion

Black asked that the statement "Black argued against design *guidelines*" be changed to "Black argued against design *standards*." Black noted that this was a substantive change.

Landt asked that the statement "Landt shared a conversation about developing new sources of revenue for APRC projects. He stated that Ashland City Administrator Kanner was present at a recent subcommittee meeting where one of the topics of conversation was how to generate revenues. Kanner indicated that if the TOT (Transient Occupancy Tax, an economic driver for the community) were used and set up a project budget earmarked for Lithia Park in the CIP (capital improvement plan), funds would be transferred directly to APRC without the usual fees charged by the City of Ashland." be changed to "Landt shared a conversation he had with David Kanner at a recent subcommittee meeting about developing new sources of revenue for APRC, who told him a TOT could be earmarked for Lithia Park capital improvement projects, thus potentially increasing net APRC funding instead of a new funding source simply resulting in a decrease in revenue from property taxes."

Motion: Shaw moved to approve the Minutes of August 17, 2015 as amended. Landt seconded the motion.

The vote was all yes.

Regular Meeting –August 31, 2015

Motion: Landt moved to approve the Minutes of August 31, 2015 as presented. Miller seconded the motion.

The vote was all yes.

PUBLIC PARTICIPATION/OPEN FORUM

Gayle Patton, 822 Michelle Avenue, was called forward.

Ms. Patton highlighted her credentials and background, stating that she had been involved with the Rogue Valley tennis community for the past 30 years. She noted that the Hunter Park courts were heavily used by people of all skill levels. One court at the Park was also currently shared with bike polo enthusiasts, thus restricting the court's availability for tennis. Patton reported that using the court for bike polo had resulted in deep scratches or divots on the court's surface and other issues, including a breakdown of the equipment for net removal and set-up.

Patton suggested that polo players work with the City and APRC to develop an alternative venue for their sport. She noted the precedent set by tennis players who worked together to develop and implement a plan toward improved tennis court amenities in Hunter Park.

Nancy Walz, 1973 Crestview, was called forward.

Ms. Walz agreed with Ms. Patton's points and noted that the mechanism for working the nets had been damaged because of frequent net removals for bike polo games. She observed that there were times when tennis players had to wait for a court to become available and/or play tennis without a net.

Paul Bingham of California Street was called forward.

Mr. Bingham talked about his involvement with the polo community and their efforts to play the sport in a responsible manner. After providing a brief history about the sport and noting its growing international popularity, he voiced interest in working with APRC and the tennis community to resolve any concerns.

Kristina LeFever, 2359 Blue Sky Lane, was called forward.

Ms. LeFever noted that she was speaking on behalf of the newly formed committee called Advocates for Healthy Landscapes (AHL), as a subcommittee member of Bee City USA and as a member of Pollinator Project Rogue Valley.

LeFever highlighted APRC's Integrated Pest Management program and the resulting decrease in APRC's reliance on harmful pesticides. She explained that AHL would attend the October 5 City Council study session to ask the City to issue a Resolution encouraging residents to discontinue the use of glyphosates and 2 4-D pesticides in favor of safer alternatives.

LeFever explained the rationale for limiting the Resolution to the two types of pesticides, noting that the products were ubiquitous and marketed as reasonably safe, when in fact glyphosates (included in a commonly used product called Roundup) was carcinogenic along with 2-4D (included in a commonly used product called Crossbow). She stated that AHL not only wanted to raise awareness about the dangers of the products, they also hoped to educate Ashland's residents about the extent of harm caused by these pesticides, and how to utilize alternative methodologies.

LeFever requested a motion from APRC that relayed support for AHL in requesting the Resolution from the City by championing AHL and its mission.

ADDITIONS OR DELETIONS TO THE AGENDA

There were none.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

- ***Garfield Park Master Plan (Action)***

Black displayed the most recent version of the Garfield Park Master Plan, stating that a final review of each element was warranted, followed by a more detailed discussion of funding options.

The Garfield Park Master Plan was said to include improvements to existing park uses in addition to a few new uses. The 2015 - 2017 budget for capital improvements included replacing the existing Splash Pad, at an estimated cost of approximately \$550,000. The volleyball court was also slated for refurbishment with \$10,000 budgeted. Consideration was then given to upgrading or refurbishing other elements in the Park to achieve economies of scale and funding efficiencies.

The proposed Master Plan included:

- Refurbishment of the Basketball Court to convert the Court to a regulation-sized arena with five-foot boundaries, new breakaway baskets and acrylic backboards.
- Refurbishment of the Volleyball Court while extending the sand area and replacing the existing wooden retaining wall with a concrete seating wall for participants and spectators.
- Development of a new Cascade-Siskiyou Scenic bikeway shelter that would include a water station, a bike fix-it station and a kiosk with maps and brochures designed to showcase Ashland to out-of-town cyclists.
- Two picnic shelters.
- An improved and enlarged Splash Pad for interactive play among children.
- Development of an off-leash dog area.
- Infrastructure repairs, enlarged tree planters and other miscellaneous improvements.

The new bikeway shelter was initiated in response to a State-sanctioned scenic bike route promoted by Travel Oregon, with Garfield Park serving as the starting and ending point for the route.

It was stated that the Park is heavily used, not only locally but regionally. People come to enjoy the facilities, gather for birthday parties and picnics and participate in family activities. The park currently has few picnic tables and no shelters; therefore, the two proposed shelters and picnic tables could be a welcome addition.

A fenced and underutilized 25' X 100' space at the back of the park was discussed as a possible off-leash dog area that could serve as an alternative to keeping dogs on leash in the park. The small space was considered an ancillary area to the park, not designed to take the place of Ashland's dedicated dog parks. Black emphasized that this area drew email commentary as well as public commentary because of the area's close proximity to residential properties.

A future hardscape expansion area adjacent to the playground was set aside in the Master Plan for future development. Other areas such as the grassy play area, the playground and the restrooms would remain

the same. One new sidewalk beginning on California Street with access from the bike shelter was proposed. The bikeway shelter would also have paved access from the parking lot.

The Garfield Park Master Plan has been re-configured to provide a larger planter area for the Japanese Maple nearby. Black stated that APRC would do everything possible to protect the existing trees in the park. He stated that there was no guarantee the trees would remain vibrant once construction began but it was hoped that the efforts to shelter the trees would preserve them.

The budget for the project was broken out as follows:

Splash Pad	\$ 503,000	
Basketball Court	\$ 54,100	
Picnic Shelters	\$ 63,500	
Miscellaneous Construction	\$ 106,000	(includes irrigation)
Mobilization Fee	\$ 21,798	
Contingency	\$ 72,660	
	\$821,058	

Discussion among Commissioners

Black recommended approval of the proposed plan or adoption of a modified plan. Action would need to be taken as soon as possible in order to complete the project in time for the 2016 summer season.

Shaw noted that a footbath station with an outdoor shower feature was planned near the volleyball court. Black noted that the station was included in the Miscellaneous Construction budget. Dickens relayed that all construction and equipment costs were also incorporated into the cost projections.

Landt noted that the vendor for the Splash Pad was Vortex and he asked whether the company had been selected through a competitive bid process. Black replied that the State had selected Vortex through a competitive bid process. He said State law allowed local jurisdictions to waive the local requirement for a competitive bid process if using a company previously vetted and deemed qualified by the State.

PUBLIC COMMENT

Ivy Ross, 55 California Street, was called forward.

Ms. Ross stated that she had been a resident of Ashland for eighteen years, living near Garfield Park for the last five. Her background included dog psychology and training.

Ross spoke against the proposed dog park, indicating that it was unwise to allow several dogs off-leash in close quarters, without stringent safety measures in place. She noted the large numbers of small children in the park and commented that the combination of small children and unknown dogs could become volatile. She described the current use of the proposed dog park area, stating that children often climbed the trees in the space and the area functioned as a buffer zone for nearby residents. She explained that the corner adjacent to the space was already congested with student housing traffic, a parking lot, garbage collections and families entering and exiting the park. Adding barking dogs to the mix could overwhelm the area.

Rick Sparks, 61 California Street, was called forward.

Sparks pointed out potential conflicts between condominiums and their owners living no more than ten feet away from the adjacent proposed dog area. He emphasized the importance of the space as a buffer zone

and expressed a concern about an impact upon property values if barking dogs were in that vicinity. He suggested moving the proposed off-leash area to the E. Main Street side of the park, where dogs could be more easily watched, and the noise and odors would not immediately affect residential properties.

Janet Sonntag, 47 California Street, was called forward.

Ms. Sonntag presented a study compiled by Veterinary Behavioral Medicine in Davis, California. The study outlined parameters for the establishment and maintenance of successful off-leash dog exercise areas. The study also addressed three primary concerns: the safety for both humans and animals; noise generated from a concentration of barking dogs; and sanitation issues from the buildup of feces. This dovetailed with Sonntag's own concerns about noise and safety.

Quoting from the study, Sonntag noted that the first rule was to "not establish a dog park immediately adjacent to a residential area." Concerns included increased noise levels, difficulty with keeping the area clean and other maintenance complications. Sonntag also expressed concern about mature trees in the proposed off-leash area, observing that the trees took up considerable space. She described potential safety and liability issues associated with close proximity of small children and dogs.

Sonntag talked about the factors that led her to purchase her townhouse adjacent to Garfield Park. She stated that the proposed dog park would ruin the peace and enjoyment of her home.

Lynn Asch, 45 California Street, was called forward.

Ms. Asch talked about the townhomes directly facing the southern boundary of the park where the dog area was proposed, emphasizing the close proximity. She said the distance from the fence line of the proposed dog park to her outside deck was twenty feet. She asked the Commission to consider the impact of several barking dogs close by. Additionally, the fence separating the park area from residential property was four feet tall, creating a safety hazard if dogs were to jump the fence.

Carl Lukens, 43 California Street, was called forward.

Mr. Lukens expressed appreciation for Garfield Park, noting the joys of living close by.

Lukens highlighted a water quality study measuring the water quality of Ashland Creek and Bear Creek. He stated that there was a measurable impact on water quality close to the dog park on West Nevada Street. He expressed a potential concern about the residue of dog feces and urination over time in the proposed small dog park.

Paul Bingham, 55 California Street, was called forward.

Mr. Bingham noted that his house was ten feet from the dog park. He described the potential danger of a toddler putting hands through a fence connected to a dog area with unsupervised dogs. Bingham highlighted dog fights as another possible danger and asked about the enforcement of regulations governing dog parks. Finally, he stated that the proposed dog park would fundamentally impact how he lived his life on his property.

Brint Borgilt, 13350 Hwy 66, was called forward.

Borgilt spoke on behalf of his father who is the Chairman of the 5 Turret Townhouse Owners Association.

He noted that the preceding testimony had been abundant in negative responses to the proposed dog park. Borgilt stated that both he and his father were adamantly opposed to the proposed dog park at Garfield Park.

Motion: Shaw moved to approve the Garfield Park Master Plan as presented, with the exception of the dog park. Miller seconded. Gardiner called for further discussion.

Discussion among Commissioners

Shaw acknowledged the testimony of neighbors near the proposed dog park, suggesting that other options should be considered for the area. He noted that the completion of the lower Clay Street dog park would alleviate some concerns.

Black explained that the dog park was initially planned as a measure to prevent dogs from running off-leash in other areas of Garfield Park. He too recommended moving forward without the proposed dog use area. He emphasized the enhancements planned for Garfield Park, stating that the improvements would add to Garfield Park's reputation as a great park.

Landt expressed his appreciation for members of the public speaking about their concerns and stressed the value of additional perspective. He noted that similar concerns would probably be voiced by neighbors when the dog park off lower Clay Street was built. Landt said he had been willing to give the proposed dog park a trial period with an evaluation in a year's time, as that method provided a mechanism for ending the process.

Lewis noted that the issues of proximity and the necessity for a buffer zone resonated with him, adding that even without the dog park, other proposed improvements would add to a great park.

Landt explained that the Master Plan was conceptually a good plan, but that in his opinion, there were some issues that still needed resolution. Landt suggested that the proposed new walkway near the volleyball court terminating at the bike shelter would create a bottleneck through the shelter. He stated that the walkway should instead connect directly to the sidewalk. The bike shelter should be adjacent to the sidewalk as well. Leaving the setback in place would create a small area of grass that would need special care. The proposed placement of the picnic shelters would cause a similar issue. Landt stated that irrigation and labor-intensive edging for small grassy areas in Garfield Park and throughout the parks system could increase future maintenance costs.

Landt stated that APRC was currently working on landscape and park maintenance guidelines that would clarify some of these issues, thereby creating guidance for better traffic flow and detailing ways to avoid future maintenance increases. Because on the deficiencies he listed, Landt indicated he would vote against approval of the Master Plan.

Black replied that he was in agreement with the repositioning of the sidewalk and picnic shelters. He explained the rationale for the bike shelter setback, noting that the setback served a function as well. The intent was to entice bicyclists who were new to the area to enjoy the park in its entirety.

Black differentiated the Master Plan from a more detailed site plan. The Master Plan suggested general locations for uses such as the picnic shelters, whereas a site plan would show the exact measurements to

scale. The site plan was geographically a much closer view. Black stated that approval of the Master Plan would allow the project to move forward in seeking financing prior to beginning construction. Lewis noted that approval of the Master Plan would move the project forward without jeopardizing a compromise on the issues. In reply to a question by Shaw, Black relayed that a refined site plan would be reviewed by the Commission for a final opportunity to provide input or make changes.

Motion: Shaw moved to approve the Garfield Park Master Plan as presented with the exception of the dog park. Miller seconded.

Roll call vote: Gardiner, Lewis, Miller and Shaw voted yes.
Landt voted no. The motion passed.

- ***Discussion and Possible Approval of Garfield Park Bonding (Action)***

Black reiterated that the Master Plan detailed components of the plan. The cost estimate for the Splash Pad was based on a site plan while cost estimates for other uses were best estimates. The current proposed budget was \$821,058. Black indicated that the additional agreed-upon projects would increase the project budget by approximately \$300,000. Black explained that all elements of the project would be funded by Food and Beverage tax (F & B) funds. Because the funding was not available in a lump sum, temporary financing must be secured. The most suitable options for funding included the issuance of a bond, a bank loan or a line of credit.

Revenue Bond

Revenue bonds are used for public infrastructure and can be paid back with money from the F & B tax. The City Council would issue the bond and APRC would receive the proceeds. Associated costs for issuance of a bond are as yet unknown. There is an issuance fee and requirements for a debt reserve. The timeframe for funding is 120 days.

Bank Loan

An issuance fee of \$20,000 is the norm for funding with a bank loan. Bank loans for public infrastructure are unsecured as long as there is a demonstrable source of repayment (F & B tax monies). The rate of interest for borrowing approximately \$822,000 would be between 2 ¼ % to 3% depending upon the term. Banks prefer seven- to ten-year terms, although a fifteen-year term might be preferable to APRC. Black explained that fifteen years would be the longest term the APRC could finance because the source of repayment (F & B funds) would sunset in 2030.

Bank Line of Credit

Bank lines of credit provide a funding limit with the ability to draw down the balance as needed. The interest rate changes over time unless converted into a term loan. APRC's financial advisors indicated that converting a line of credit to a bank loan would not be advisable.

Black provided a graph depicting the repayment schedule of all current APRC obligations in addition to the proposed funding for Garfield Park. Clay Street financing of \$108,000 would be paid off in 2017. Payments due for the Calle Guanajuato project were set at \$45,000 annually, retiring in 2028. \$85,000 would be the estimated annual payment for Garfield Park beginning in 2017 and ending in 2038.

Discussion among Commissioners

Landt asked whether there were additional commitments requiring F & B funds as a source of repayment.

Black noted that the current CIP budget ended in 2017. Because the adopted CIP budget spanned just two years, projects earmarked for future development were not linked to a source of repayment. Obligations such as real estate purchases were repaid with other sources of funding.

Further discussion focused on the extent of current obligations. Lewis commented that the amount of debt was reasonable and would allow future Commissions room to develop future projects as well.

In reply to a question by Gardiner about a source of funding for the first Garfield Park bond or loan payment, Black replied that \$50,000 was currently available along with the \$10,000 budgeted for the volleyball court upgrades. To make up the shortfall of approximately \$25,000, money would have to be borrowed from another project in the CIP. One example would be to use a portion of the \$70,000 set aside for the Butler-Perozzi Fountain.

Black recommended a motion to authorize Ashland City Council to seek a source of funding for Garfield Park that would provide funds at the lowest cost, in the most expeditious manner.

Further discussion focused upon the most advantageous rates and terms. The pros and cons of various terms were debated. Landt noted that there was approximately \$400,000 in F & B funds, available in today's dollars to fund Garfield Park improvements. He stated that the money spent on the project could be justified given the regional importance of the park.

Motion: Landt moved to direct staff to acquire the financing for the purpose of funding improvements for Garfield Park in the most advantageous manner. Lewis seconded.

The roll call vote was all yes.

SUBCOMMITTEE AND STAFF REPORTS

- ***Senior Center Program Presentation***

Dials reported that the Senior Program Manager was not available to give her presentation; however, she would provide a detailed report in the future. In her stead, Dials said the Ashland Senior Program operates Monday through Friday from 8:30 a.m. to 3:30 p.m. Approximately 100 people visit the Senior Center per day, looking for a meal, asking about available resources, attending special events or requesting assistance for themselves or their loved ones.

In 2014, 16,170 meals were provided.

In addition, a staff outreach worker provides in-home assessments to evaluate conditions in seniors' homes and to offer additional assistance. In 2014, approximately 1,100 contacts were made per month in response to requests for information and referrals.

The Senior Center offers day trip programs, such as trips to the Craterian Theater, tours of Harry and David and many others. Dials noted that a donated wheelchair-accessible van was available to transport up to seven people per trip. Because of the limited capacity, a larger bus was noted on a future wish list.

The Center administers the Ashland Low Income Energy Assistance Program (ALIEAP) beginning this year on October 1st. Qualified recipients would receive a credit on their electric bill. A staff member from the Utility Department helped to screen applications. Last year, 520 applications were received and 480 applications were approved.

Senior Center recreation program offerings include line dancing, card games, computer instruction, Tai Chi, Yoga and movies. Special programs include talks sponsored by Habitat for Humanity about assistance for seniors in need of critical home repairs as well as livability options courtesy of a grant provided through the City of Ashland.

Dials said Dodson welcomed Commissioner visits or requests for Senior Program tours located at 1699 Homes Avenue at any time during regular working hours.

- ***Daniel Meyer Pool End of Season Report (Information)***

Dials introduced Recreation Manager Lonnie Flora, noting that his responsibilities were diverse: overseeing the seasonal Daniel Meyer Pool and Ashland Rotary Cenennial Ice Rink; providing programs at The Grove; and hiring, training and managing seasonal recreation staff. She voiced appreciation for Flora's excellent work and described improvements he initiated in 2015, including new metal lockers and new benches in both the men's and women's locker rooms at the pool.

Flora presented his end-of-season pool report. Staffing levels were reported as twenty-two part-time swim instructors, lifeguards, and water fitness instructors, with one full-time manager. In 2015, staff participated in 53 hours of training, including weekly in-services for skills development, and certification programs for swim instructors. All end-of-season swim instructors received positive evaluations.

Flora outlined the diverse selection of programs offered at the pool, including accommodations for a Master Swimmers program, the hosting of Pool to Path races, an extensive lineup of lap swim programs, water fitness programs, water polo, and kids' polo games. With extended hours of operation, the pool was available for private swim lessons, a swim team camp and a mentorship program for swim instructors. One program highlight, "Island Night," drew 160 participants. The special event included hula performances, a live band, a photo booth and a free community hula workshop.

Based on the inclusion of all pool programs, categories and services, the 2015 season saw an increase over 2014. The numbers were not as significant in the recreational swimming category, probably due to decreased air quality from forest fires. Water polo, lap swim, toddler and senior programs all posted gains. Expenses decreased with the exception of labor costs; revenues increased substantially.

Dials highlighted consistent growth in seasonal pool usage during the four years under Flora's supervision. She stated that she would challenge any pool in the state to match the amount of diverse program offerings provided at the Daniel Meyer Pool.

Miller expressed appreciation for accommodating the Master Swimmers programs. Shaw asked whether lengthening the season would be feasible. Flora replied that the 2015 season was extended by two weeks. He stated that extending the season depended upon the weather, availability of staff and attendance levels.

Landt inquired about the availability of financial markers. He stated that the ratio measuring the percent of expenses offset by revenue would be helpful. Dials replied that a detailed report would be forthcoming but that Flora's numbers did not include the Recreational Manager's time or any supplies and maintenance costs.

Lewis asked about increased labor costs. Flora explained that wages for second-year instructors were increased over their first year of employment. In addition, the extended season added to staffing expenses.

- **Audit Update**

Black noted that the Request for Proposals for an APRC Performance Audit would be published in the near future following a final review.

ITEMS FROM COMMISSIONERS

Dials reminded those present that the Annual Bear Creek Salmon Festival would be held Saturday, October 3, from 11:00 a.m. to 4:00 p.m. at North Mountain Park. She extended an invitation to all.

UPCOMING MEETING DATES

Study Session: October 19, 2015 @ The Grove, 1195 E. Main Street, 7:00 p.m.

Regular Meeting: October 26, 2015 @ Council Chambers, 1175 E. Main Street, 7:00 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:01 p.m.

Respectfully submitted

Betsy Manuel

The Minutes are not a verbatim record. The narrative has been condensed and paraphrased to reflect the discussions and decisions made. Ashland Parks and Recreation Commission Study Sessions, Special Meetings and Regular Meetings are digitally recorded and available upon request.

ASHLAND PARKS AND RECREATION COMMISSION

340 S. PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

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MEMORANDUM

TO : Ashland Parks and Recreation Commission

FROM : Bruce Dickens, Parks Superintendent

DATE : October 21, 2015

SUBJECT : Animals in Parks

Background

Ashland Police Department's Central Area Patrol (CAP) Officer, Matt Carpenter, has requested a Commission review of the animals in parks ordinance, ORS 10.68.200. Currently the ordinance prohibiting animals in two of our parks only applies to dogs in parks. Farm animals, which are considered domestic animals, are not included in the prohibition according to the City Attorney's reading of the ordinance.

CAP Officer Matt Carpenter shared details about the shortcomings of the ordinance at the October 19 study session. Matt has also requested that the Commission consider expanding the rules regarding animals in parks in order to enforce the ban of all domestic animals in the ordinance.

Action Requested

Staff recommends adopting changes to Ordinance 10.68.200. Preferred wording for submission to Ashland City Council is as follows (changes noted in **red**):

- A. **Domestic** animals, except for service animals are not permitted in any of the City Parks under any conditions except as provided in Section 9.16.030; and except that the Ashland Parks and Recreation Commission may designate certain defined areas within such parks or "dog parks" where dogs may be allowed on or off a leash. "Service animal" for purposes of this Chapter means an animal that is trained to perform tasks for an individual with a disability.
- B. **Domestic** animals shall not be allowed to run at large, and if found within the park limits, may be impounded.
- C. No **domestic** animals of any kind shall be allowed to enter any of the lakes, ponds, fountains, or streams.

D. Owners of **domestic** animals, damaging or destroying park property, will be held liable for the full value of the property damaged or destroyed, in addition to the penalty imposed for violation of this chapter.

E. **Domestic** animal regulations are Class IV violations.

(Ord. 2126 S1, 1981)

(Ord. 626 S20, 1016; Ord. 3026, 2010)



Ordinance # 10.68.200

- A. Domestic animals, including, but not limited to all farm animals, and with the exception of service animals, are not permitted in any of the City Parks under any conditions except as provided in Section 9.16.030; and except that the Ashland Parks and Recreation Commission may designate certain defined areas within such parks or “dog parks” where dogs may be allowed on or off a leash. “Service animal” for purposes of this Chapter means an animal that is trained to perform tasks for an individual with a disability.
- B. Animals shall not be allowed to run at large, and if found within the park limits, may be impounded.
- C. No domestic animals of any kind shall be allowed to enter any of the lakes, ponds, fountains, or streams.
- D. Owners of domestic animals, damaging or destroying park property, will be held liable for the full value of the property damaged or destroyed, in addition to the penalty imposed for violation of this chapter.
- E. Animal regulations are Class IV violations.
(Ord. 2126 S1, 1981)
(Ord. 626 S20, 1016; Ord. 3026, 2010)

