

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 the meeting room. The Chair will recognize you and inform you as to the amount of time allotted to you. The time granted will be dependent to some extent on the nature of the item under discussion, the number of people who wish to be heard, and the length of the agenda.

CITY OF ASHLAND  
PARKS AND RECREATION COMMISSION

**Special Meeting**  
**AUGUST 18, 2014 @ 7:00 PM**  
PARKS OFFICE ♦ 340 S. PIONEER STREET

- Call to Order
- Parks Director Appointment
- City / Parks MOU Discussion and Approval
- Staff and Commissioner Comments
- Adjournment

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28CFR 35.102-35.104 ADA Title I). Beginning April 15, 2014: City of Ashland televised meetings will occur on channel 180 for Charter subscribers. Ashland TV subscribers can continue to view city meetings on channel 9.

# ASHLAND PARKS AND RECREATION COMMISSION

340 S. PIONEER STREET • ASHLAND, OREGON 97520

**COMMISSIONERS:**

Mike Gardiner  
Rick Landt  
Jim Lewis  
Stefani Seffinger  
Vanston Shaw



Michael Black  
Director

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

## MEMORANDUM

**TO :** Ashland Parks and Recreation Commission

**FROM :** Don Robertson, Interim Director

**DATE :** August 13, 2014

**SUBJECT :** Special Meeting Overview

The Commission decided to change the August study session to a special meeting for two reasons: 1) to allow for the appointment of Michael Black as Director of Ashland Parks and Recreation and 2) to review and approve the Memorandum of Understanding between the Ashland Parks and Recreation Commission and Ashland City Council.

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## MEMORANDUM

**TO** : Ashland Parks and Recreation Commission

**FROM** : Don Robertson, Interim Director

**DATE** : August 13, 2014

**SUBJECT** : Parks Director Appointment

### Action Requested

Approve the appointment of Mr. Michael Black as Director of Ashland Parks and Recreation.

### Background

The Commission conducted a national search for the next Park and Recreation Director to replace Mr. Don Robertson. Michael Black was selected by the Commission for this role. The commission is being asked to approve his appointment and authorize Stef Seffinger, acting as Chair, to sign a contract with Black to secure his services based on the offer sheet signed by both Seffinger and Black.

### Suggested Motion

Move to approve the appointment of Mr. Michael Black as Director of Parks and Recreation on behalf of the Ashland Parks and Recreation Commission as outlined in the formal offer of employment dated August 12, 2014, and authorize Stef Seffinger as Chair to sign the contract.

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## MEMORANDUM

**TO** : Ashland Parks and Recreation Commission

**FROM** : Don Robertson, Interim Director

**DATE** : August 13, 2014

**SUBJECT** : City / Parks MOU Discussion and Approval

**Action Requested**

Approve proposed MOU between the City and the Commission.

**Background**

The City and the Commission have been in discussions for over a year regarding the development of a Memorandum of Understanding. The document identifies all the rights and responsibilities of the two elected bodies and the two entities' responsibilities, both individually and collectively, at the staff level.