

**MINUTES FOR REGULAR BUSINESS MEETING****PARK COMMISSION**

December 4, 2024

Council Chamber, 1175 E Main – 6:00 PM

Commissioners Present: Adams, Bachman (Chair), Landt (Vice Chair), Lewis, Seffinger

Staff Present: Assistant City Attorney Zahran, Director Houston, Deputy Director Dials,
Senior Services Superintendent Mettler, Executive Assistant Mero

Absent: None

- I. **CALL TO ORDER** – Bachman called the meeting to order at 6:00 PM
- II. **APPROVAL OF MINUTES** – Bachman asked for unanimous consent for the approval of the October 2, 2024, APRC Study Session minutes. No objections, minutes approved.
- III. **ADDITIONS OR DELETIONS TO THE AGENDA** – None
- IV. **PUBLIC FORUM** – None
- V. **CONSENT AGENDA** – Bachman asked for unanimous consent to acknowledge the September 9, 2024, ASAC meeting minutes. No objections, minutes acknowledged.
- VI. **DIRECTORS REPORT** – Director Houston [presentation](#)

VII. BUSINESS**a. 2025 APRC Meeting Schedule**

Director Houston presented the APRC meeting schedule for 2025. Would like to return to practice of Study Sessions being held in Chamber. Bachman concurred.

Motion: Landt moved to approve the 2025 APRC meeting schedule as presented. Adams seconded.

Vote: Adams, Bachman, Lewis, Landt, Seffinger all yes. Motion passes.

b. Ashland Parks Foundation (APF) Annual Report – Mike Gardiner, Chair of APF

- In 2023-2024, APF formed a steering committee and raised \$800,000 in private donations/grants for the restoration of the 109-year-old Butler-Perozzi fountain. The restoration project will be managed by Park's operations division with support from a small working group from APF.

- Japanese Garden incurred some planned/unplanned expenses which were covered by APF.
- Shared a list of grants provided to Parks by APF.

c. Senior Services Division Annual Report – Sr. Services Division Superintendent Mettler [presentation](#)

In 2018 the Senior Program was redesigned as the Senior Services Division to better meet the growing needs of seniors in Ashland.

- Two FTE staff, one nearly full-time temporary staff
- Center open four days a week; Food and Friends offers lunch five days a week
- Long list of services including recreation and social activities, programs, referrals
- Almost 1,700 visits per month through Oct 2024, largest number since 2018
- Well supported by great volunteers and many partner organizations

Questions

If the request for an FTE office asst. is granted, will the temp position be eliminated? Yes. What is the additional cost of an FTE? With benefit package the cost will double.

d. Lithia Park Master Plan (LPMP) Project Priorities – Director Houston [presentation](#)

Process: Recommendations (37) from LPMP were categorized into project types: Operations, Maintenance, Park Enhancement, and Planning. Developed a list of projects, determined if they were Capital or Maintenance projects, culled the list down to nine priority projects for FY 26-27.

Questions

- Will the Environmental Education Manager do programming outside of the Nature Center/North Mountain Park? Yes.
- Is the sidewalk on Winburn Way included in the project list? Yes.
- Are the nine priorities what staff think are the most important or most doable? Some are projects staff are already working on, some are most important based on LPMP recommendations, some are more doable than others.
- Is a solution for the traffic speed and road design on Winburn Way in Lithia a CIP item? Potentially. This current fiscal year will see staff researching possible solutions. If needed the CIP for 26 – 27 could be updated with a project for Winburn Way.

Motion: Landt – I move that we approve the LPMP project work list as presented. Adams seconded.

Vote: Seffinger, Adams, Bachman, Lewis, Landt all yes. Motion passes.

Motion: Landt – I move that we direct staff to make the traffic speed and road design for Winburn Way a priority from the list we just approved. Adams seconded.

Vote: Seffinger, Adams, Bachman, Lewis, Landt all yes. Motion passes.

e. Capital Improvement Plan (CIP) Public Comment – Chair Bachman invited the two people present to give their testimony.

John Maurer: Spoke to the meals tax sundowning in 2031, no mention of golf in the draft CIP, importance of running the golf course as a business/making it excellent and revenue producing.

Rebecca Kay: Spoke in support of the draft CIP, particularly the \$12,000,000 earmarked for the rehabilitation of the pool, favors extending the food and beverage tax. Spoke to the benefits of community pools, listed various users, noted producing revenue is not in Park's Mission Statement.

VIII. ITEMS FROM COMMISSIONERS/STAFF

- a. Liaison Report

IX. LOOKAHEAD REVIEW

Director Houston went over the lookahead (included in the packet)

X. UPCOMING MEETING DATES

- a. APRC Regular Business Meeting January 8, in Council Chamber, 6:00 PM
- b. ASAC Meeting January 13, at the Senior Center, 3:30 PM
- c. RDAC Meeting January 16, at the Lithia Park Cabin, 4:00 PM
- d. APRC Study Session, February 5, in Council Chamber, 6:00 PM

XI. ADJOURNMENT – Bachman adjourned the meeting at 7:49 PM

Respectfully submitted by Nancy Mero, Executive Assistant