



RECREATION DIVISION ADVISORY COMMITTEE (RDAC) MEETING AGENDA

May 15, 2025

In-Person, The Grove, 1195 E. Main St. – 4:00–5:30 PM

1. **CALL TO ORDER**

- 1.1. Land Acknowledgement
- 1.2. New Member Introductions

2. **ROLL CALL**

3. **APPROVAL OF MINUTES**

- 3.1. Approval of November 21, 2024, RDAC Minutes

4. **ADDITIONS OR DELETIONS TO THE AGENDA**

5. **PUBLIC FORUM**

6. **DIVISION REPORT**

7. **BUSINESS**

- 7.1. RDAC Chair/Vice Chair Selection (All)
- 7.2. APRC Liaison Report (Commissioner Bachman)
- 7.3. PROS Update (Director Houston)
- 7.4. New Charge for RDAC (Deputy Director Dials)

8. **NEXT MEETING**

- 8.1. July 17, 2025, 1195 E. Main St. 4–5:30 PM

9. **ADJOURNMENT**

If you need special assistance to participate in this meeting, please contact Lonny Flora at lonny.flora@ashlandoregon.gov or (541) 552-2500 (TTY phone number (800) 735-2900). Notification at least three business days before the meeting will enable the City to make

reasonable arrangements to ensure accessibility to the meeting in compliance with the Americans with Disabilities Act.

Participation Instructions

This meeting will be held in-person at The Grove, 1195 E. Main St. Those who wish to provide oral testimony must attend the meeting. Written testimony will be accepted via email sent to lonny.flora@ashlandoregon.gov. Please include "**Public Testimony**" in the subject line. Written testimony submitted by 11:00 AM the business day before the meeting will be made available to the committee members before the meeting. All testimony will be included in the meeting minutes.

IMPORTANT: Any citizen may orally address the Parks Commission on non-agenda items during the Public Forum. Any citizen may submit written comments to the Commission on any item on the Agenda, unless it is the subject of a public hearing and the record is closed. Time permitting, the Presiding Officer may allow oral testimony. If you wish to speak, please out the Speaker Request Form located near the entrance to the Council Chambers. The chair will recognize you and inform you as to the amount of time allotted to you, if any. The time granted will be dependent to some extent on the nature of the item under discussion, the number of people who wish to speak, and the length of the agenda.



MINUTES-DRAFT

ASHLAND PARKS & RECREATION COMMISSION Recreation Division Advisory Committee (R-DAC) November 21, 2024; 4– 5:30pm In-person Meeting at 340 S. Pioneer St. Ashland, OR 97520

Present:

Commissioners: Jim Lewis and Jim Bachman.

RDAC Advisory Committee Members: Risa Buck, Cori Grimm, Sophia Blanton, Michael Dotson

Recreation Manager; Lonny Flora, Deputy Director; Rachel Dials, Parks and Recreation Director; Rocky Houston

4:00 p.m.

CALL TO ORDER

Meeting called to order by Chair Grimm at 4:01 pm

APPROVAL OF MINUTES

- Minutes from September 19, 2024, Meeting. Buck moved to approve. Blanton 2nd. Dotson abstained. All yes.

ADDITIONS OR DELETIONS TO THE AGENDA

- NONE

PUBLIC PARTICIPATION

- NONE

STANDING REPORTS

- **Recreation Division Updates: Lonny Flora, Recreation Manager**
 - Ashland Rotary Centennial Ice Rink is opening this Saturday November 23rd.
 - Staff are finalizing the Winter/Spring 2025 program guide. Will to print in early December
 - UB staff are moving out of the grove in Mid-December. This means that APR will be able to program the Otte-Peterson Conference room for classes and city meetings starting in mid to late January 2025.
- **Admin Updates: Rachel Dials, Deputy Director:**
 - CIP Public Feedback: APR is taking feedback on the Capital Improvement Project 6-year plan. Available on the Website
 - Staff is working on the preliminary budget for next biennium

- Kirsten Came is the new EE Program Manager that will start work on December 9th.
- Salmon festival on October 12th saw over 1000 people in attendance
- Japanese Garden visitors have increased during the month of November.
- **APRC Liaison Report: Jim Bachman**
 - Updated the committee on the process of both of the Ordinances. #3244 and #3248
 - Gave brief budget update

UNFINISHED BUSINESS

- Lonny Flora gave a presentation on the Lithia Park Pickleball Survey Results ([link here](#))
- Lonny Flora gave a presentation on the Daniel Meyer Pool Survey Results ([link here](#))
- **Update on Commissions and Committees:** Rachel Dials discussed the current draft ordinance 3244.

NEW BUSINESS

- **Community Center Management Advisory Committee(MAC) Update:** Cori Grimm gave an update on her involvement on the MAC and that the goal is to make a recommendation to council on the construction of the Community Center Building. She asked that APR staff follow up with Public Works to ensure that the rooms labeled “staff offices” are hardwood instead of carpet to allow flexibility for programming options.
- **RDAC Chair/Vice Chair selection 2025:** This will be an action item in January.
- **RDAC Committee Member Recruitment:** The committee discussed how to recruit new members. RDAC has 3 spots to fill in order to get to 7 voting members. There will be an open application process for 30 days beginning in January. Staff will send out information to the Committee on RDAC so that the committee can recruit on their own.

Next Meeting January 16, 2025

Meeting adjourned at 5:15pm

**REGULAR BUSINESS MEETING****AGENDA BRIEF****May 12, 2025**

Agenda Item	VII4 (7.4) New Charge for RDAC	
Presenter	Rachel Dials	Deputy Director
Item Type	Action ☐ Information ☒	

SITUATION

APRC Policy CP.R.2019.08.26 established RDAC on August 26, 2019. The original charge, per this document, is:

"The Recreation Division Advisory Committee (R-DAC) purpose is to advise the Ashland Parks and Recreation Commissioners on matters related to Recreation Divisions programs and services and to coordinate with the Recreation Superintendent and APRC Director on matters related to the general operations, quality, promotions, diversity, equity and inclusion practices and programming."

APRC will be assigning updated charges to their advisory bodies for 2025.

DISCUSSION QUESTIONS OR SUGGESTED NEXT STEPS

With input from the Park Commission, staff are proposing the following charge for RDAC for 2025: Work with staff on the PROS Plan Recreation Division related items.

POLICIES, PLANS & GOALS SUPPORTED

Consistent with city ordinances and Park Commission policy on advisory committees.

FINANCIAL CONSIDERATIONS

Not applicable

ATTACHMENTS

APRC Commission Policy No. CP.R.2019.08.26

PREPARED BY:

Rachel Dials



**Ashland Parks and
Recreation Commission**

COMMISSION POLICY

TITLE FORMATION of the RECREATION DIVISION ADVISORY COMMITTEE	PAGE 1 of 2	POLICY No. CP.R.2019.08.26
EFFECTIVE DATE: 8/26/2019	REVISED DATE	N/A

APPROVED BY COMMISSIONER ACTION

The Charter of the City of Ashland, **Article XIX – “Park Commission,”** gives the Ashland Parks and Recreation Commissioners the *“power to formulate and adopt rules and regulations for their government.”* This authority allows Commissioners to adopt rules and policies through the public process in order to provide organization, aide in decision making and to provide regulation for park and facility uses in order to achieve the goals of the APRC and protect people, the environment and assets and to ensure fair and equal use of parks by all users.

PURPOSE

The Recreation Division Advisory Committee (R-DAC) purpose is to advise the Ashland Parks and Recreation Commissioners on matters related to the Recreation Divisions programs and services and to coordinate with the Recreation Superintendent and APRC Director on matters related to the general operations, quality, promotions, diversity, equity and inclusion practices and programming.

The Recreation Division oversees the operations of the Ashland Rotary Centennial Ice Rink, Daniel Meyer Pool, Nature Center, indoor and outdoor facility rentals, volunteer (VIP program) special events and general youth, adult and therapeutic recreation programs.

GENERAL PROVISIONS

Committee Make-up

The RDAC membership shall be composed of up to nine (9) voting members, as follows:

- Up to seven (7) members representing program participants and community partners, with a minimum of two (2), maximum of four (4) in each category
- Two (2) Ashland Parks and Recreation Commissioners

Meetings

R-DAC will meet every other month or as needed.

TITLE : FORMATION of the RECREATION DIVISION ADVISORY COMMITTEE	Page 2 of 2	POLICY No.
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Staff Support

The Recreation Superintendent and/or APRC Director will attend and assist in the planning advertising and management of the R-DAC meetings.

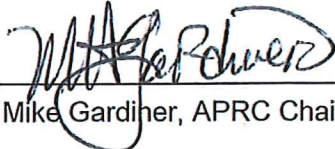
Term Limits

The term of each R-DAC member will be three (3) years, with no member serving more than two (2) consecutive terms.

Bylaws and Program Mission

Once the R-DAC Members are appointed by the Commissioners, they will create R-DAC Bylaws in collaboration with APRC staff and approval of the Parks Commissioners at a regular business meeting. The R-DAC may also choose to develop a strategic plan and revise their mission and vision statement concurrent with the adopted goals of the Commissioners.

Approved:


Mike Gardiner, APRC Chair

Date: 9/16/19

Approved, as to form:


Dave Lohman, City Attorney

Date: 9/3/19