



MINUTES FOR REGULAR BUSINESS MEETING

PARK COMMISSION

August 13, 2025

Council Chamber, 1175 E Main – 6:00 PM

Commissioners Present: Gardiner, Weiner, Bachman (Chair), Landt (Vice Chair)

electronically for the Executive Sessions only

Staff Present: Director Houston, Deputy City Attorney Zahran, Executive Assistant Mero

Absent: Commissioners Adams and Landt (Vice Chair) for the main meeting, Deputy Director Dials

EXECUTIVE SESSIONS 4:45 – 6:00 PM

4:45 – 5:00 PM Pursuant to ORS 192.660 (2)(e) to deliberate with persons designated by the governing body to negotiate real property transactions.

5:00 – 6:00 PM Executive Session: Pursuant to ORS 192.660(2)(h)&(i) to deliberate with persons designated by the governing body to negotiate personnel matters.

Deputy City Attorney Zahran, Director Houston, Commissioners Bachman, Landt, Weiner, Gardiner present

- I. **CALL TO ORDER** – Chair Bachman called the meeting to order at 6:00 PM
Bachman reported that the Commissioners just came out of two executive sessions.
 - The first was pursuant to ORS 192.660(2)(e) to deliberate with persons designated by the governing body to negotiate real property transactions.
 - The second was pursuant to ORS 192.660(2)(h)&(i) to deliberate with persons designated by the governing body to negotiate personnel matters.Bachman noted that there was no action taken during the executive sessions per public meeting law and there would be no follow-up action taken during the Business Meeting.
- II. **ROLL CALL** – Commissioners Gardiner, Weiner, and Bachman all present.
- III. **APPROVAL OF MINUTES**
 1. Park Commission Study Session July 2, 2025
 2. Park Commission Regular Business Meeting July 9, 2025

Chair Bachman asked for unanimous consent to approve the minutes, no objections, minutes approved.

IV. ADDITIONS OR DELETIONS TO THE AGENDA – None

V. PUBLIC FORUM

Don Valentini, Ashland: Spoke on behalf of Daniel Meyer Pool users. Concerned with limited open time at the pool. It is an asset. Would like the pool to be open from Mid-May to Mid-September during nice weather. Easier to justify a new pool if it can be open more than 10 weeks.

Debbie Neisewander, Ashland: Spoke on the park's park expulsion ordinance. Requirement for dog license is cause for expulsion. New City Enhanced Law Enforcement Area criteria is doing away with the dog license requirement. We should be consistent with the rest of the City. A person was cited while watching someone else's dog in Garfield park. She was expelled from the park and from the Grove.

VI. CONSENT AGENDA

1. Ashland Senior Advisory Committee Meeting Minutes May 12, 2025
2. Recreation Division Advisory Committee Meeting Minutes May 15, 2025

Chair Bachman asked for unanimous acknowledgement of the consent agenda, no objections, acknowledgement granted.

VII. DIRECTORS REPORT – Director Houston



Garfield Park

Directors Update

Park Commission Regular Business Meeting
August 13, 2025



Better Together





Senior Services

Presentations/Events

- Rogue Community Health Pharmacy Talk
- JCLS Tech Basics: Android OS
- AARP Driver Safety Course
- Annual Cookout



Environmental Education

Partner Programming

- Staff has met with partners to discuss potential programming opportunities

Bird Survey

- 26 species identified in July

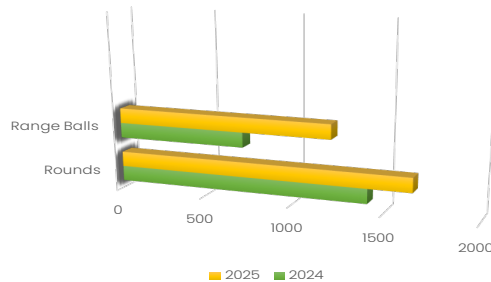
Bird Call Station

- Refurbished front plate



Golf Program Highlights

Golf – Utilization



July Utilization

- 1,650 rounds (9 holes) of Golf
- 1,213 buckets of range balls sold
- 62% increase in revenue (month – year over year)





Golf Operation Highlights

Golf Shop

- More drinks & snack options
- New brands of golf equipment

Events

- 7-Up Putting Tournament

Facilities

- Patron's acknowledgement of improved greens & grass tee area
- New soda machine added at range



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Volunteers

Nature Center

- 2 new volunteers helping keep the facility open to the public 8 hours a week (41 visitors in past two weeks)
- Demonstration garden 63 hours volunteered in July
- SOU Leadership Academy volunteered clearing weeds, filling play areas with sand



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Recreation

Ice Rink

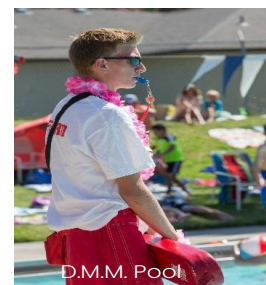
- 2025-26 season being planned...

Daniel Meyer Memorial Pool

- 442 out of 450 spots for swim lessons filled
 - 100 more than 2024

Court Reservation

- Working to implement reservation option on 2 of 8 courts at each court facility



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West Team

West Parks

- Lower Duck Pond drained, mucked out and new pump installed
- Successful team effort to support July 4th
- Supplemental irrigation due to high temperatures



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East Team

Facilities

- Painting wrapped up on several buildings

East Parks

- Basketball hoop & backboard replaced at Garfield



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Open Space & Trails Team

Trails

- Removed several downed trees
- Rebuilt 3 trail bridges at Nature Center

Outer Parks

- Cut brush and mowed undeveloped areas

Boulevards

- Herbicide spraying



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Administration

- July 4th – Manned booth in Lithia Park to promote PROS plan surveys
- July 11th – Hosted Chamber of Commerce Greeters event with 50 attendees to promote PROS plan and seek information from business community
- Fall 2025 Community PlayGuide has been revised with 4 fewer pages to reduce costs
 - 11 new community programs this fall!



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Planning

- PROS Plan
 - Survey(s)
 - Youth & Families – closed
 - Livability & Economic Impacts – Extended to August 15th
 - Community Values – Extended to August 15th
 - Meeting(s)
 - September 17, 2025
 - Key Tasks
 - Level of Service model(s)
 - Capital Facilities Plan
 - Draft Plan



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Projects

- East Main
 - 100% plans – under review
- Hunter Tennis Courts
 - Bid Packet under review
- Butler-Perozzi Fountain
 - Parks Foundation donation project
- Lithia Park Master Plan Projects
 - Japanese Garden ADA parking
 - Will be integrated into Winburn Way project
 - Interpretive Trail Update (in process)
- Irrigation Controllers – completed



Questions/Discussion:

- Clarification that East Main Street Park meeting is at the Senior Center. A: Yes.
- Is the Ice Rink cover staying up? A: Yes. The Planning Department amended the temporary permit to allow the cover to stay up as long as we continue to look for a permanent solution and get a building permit. Working on that.
- Playguide: is this the last printed copy? A: Not sure, might be one more. In the future might print some copies and have them available in certain locations.

VIII. BUSINESS

1. Pioneer Hall & Community Center Rental Fee – Director Houston

Public Forum:

Kyle Asher, Ashland: Spoke to being grateful for the ability to speak and be heard, and progress being made on the issue. Would still like to know if it would be possible to pay monthly for regular rentals instead of all up front. Happy with how the fee structure has evolved during the process. Would be happy to contribute by advising on the interior design/sound system/etc. as would others in the community.

SUMMARY - Following a request by City Council, the Park Commission has been reviewing an updated rental fee for Pioneer Hall & the Community Center.

These are the hourly rate options for consideration:

Facility	Prior Rate	Adopted Rate	Proposed Rate #1		
			Rental Volume	Weekday	Weekend/Holiday
Pioneer Hall	Weekday/Weekend \$23/\$35	Weekday/Weekend \$60/\$120 +cleaning fee	1-5 6-11 12+	\$125 first hour, \$25 thereafter \$80 first hour, \$25 thereafter \$65 first hour, \$25 thereafter	\$125 first hour, \$40 thereafter
Community Center: Main Room	Null	\$80/\$160 +cleaning fee	1-5 6-11 12+	\$125 first hour, \$35 thereafter \$80 first hour, \$35 thereafter \$65 first hour, \$35 thereafter	\$125 first hour, \$50 thereafter
Community Center: Side Room	Null	Null	1-5 6-11 12+	\$25/hour \$20/hour \$15/hour	\$40/hour

Facility	Prior Rate	Adopted Rate	Proposed Rate #2		
			Rental Volume	Weekday	Weekend/Holiday
Pioneer Hall	Weekday/Weekend \$23/\$35	Weekday/Weekend \$60/\$120 +cleaning fee	1-5 6-11 12+	\$125 first hour, \$25 thereafter \$80 first hour, \$25 thereafter \$65 first hour, \$25 thereafter	\$125 first hour, \$40 thereafter
Community Center: Main Room	Null	\$80/\$160 +cleaning fee	1-5 6-11 12+	\$125 first hour, \$35 thereafter \$80 first hour, \$35 thereafter \$65 first hour, \$35 thereafter	\$125 first hour, \$50 thereafter
Community Center: Side Room	Null	Null	1-5 6-11 12+	\$40 first hour, \$25 thereafter \$40 first hour, \$20 thereafter \$40 first hour, \$15 thereafter	\$50 first hour, \$40 thereafter

At the August 6 Study Session, the Park Commission asked staff to review other payment options for recurring multiple rentals. Staff is currently working with Finance on that item.

POLICIES, PLANS & GOALS SUPPORTED – Biannual budget process

FINANCIAL CONSIDERATIONS – Fees for rentals, services, and programs assist in reducing general fund support. The biennium budget has been adopted with identified amounts of fees being generated. The utilization rate and fees charged impact the amount of fee revenue generated.

PROPOSED ACTIONS OR MOTION(S) – Move to adopt and move forward to City Council one of the rates for Pioneer Hall and the Community Center as presented.

ATTACHMENTS – N/A

Questions/Discussion:

- Clarification that cost recovery is a term used to talk about partially recovering administrative costs. Not to recoup money spent on remodeling. That cost was borne by the Public Works Capital budget.
- Could change the first-hour charge for the small room to be reduced for multiple rentals paid up front just as the main room and Pioneer Hall.
- Has headway been made with Finance on payment options? A: No, not yet. This is a question that needs to be answered before the facilities are rented.
- Possible to work out a 'hold' system for preferred dates for people who would like to rent a facility for the entire year but aren't able to pay the full amount up front.

Motion: I move to adopt proposed rate structure #2 and move it forward to City Council for the rates of Pioneer Hall and the Community Center as presented.

- Wants to make sure the community is able to make use of the assets.
- The fee structure is fair and reasonable considering it's been five years since the assets were last rented and the remodel work. And it is imperative that we figure out how to make it possible for people to be able to access the discounted rate even if they aren't able to pay for a full year up front.

Motion: Gardiner

Second: Weiner

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
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2. Commission Numbered Position to At-Large Process – Director Houston

SUMMARY – Park Commissioners directed staff to determine the mechanism to align the Commissioner election process with that of the City Council. Staff determined that the Park Commission needs to take action to change the current numbered positions to at-large positions.

POLICIES, PLANS & GOALS SUPPORTED – N/A

FINANCIAL CONSIDERATIONS – The change does not have a financial impact.

PROPOSED ACTIONS OR MOTION(S) – Move to change Park Commission numbered positions to at-large positions.

ATTACHMENTS – N/A

Questions/Discussion:

- Will this process for elections be in place in a couple of months? A: It will be ready for the next election.
- When the City Recorder submits to the County for the next Commissioner election they will put in an order for this at-large process.

Motion: Move to change the Park Commission positions to at-large positions for election purposes.

Motion: Weiner

Second: Gardiner

- Makes sense to align our process with the City Council

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
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IX. ITEMS FROM COMMISSIONERS/STAFF

a. Liaison Report

- Gardiner shared that he and Director Houston participated in a five hour strategic planning session for the Ashland Park Foundation (APF) today. Director Houston helped them to focus their efforts.
- Reiterated that the APF is taking on the management of the Butler-Perozzi Fountain project. They hope to get started on the project soon.

X. UPCOMING MEETING DATES

- 1.** East Main Street Park Open House August 14, Senior Center 5:00 PM
- 2.** Winburn Way Safety Open House August 27, the Grove 5:30 PM
- 3.** Park Commission Study Session September 3, Council Chamber 6:00 PM
- 4.** Park Commission Regular Business Meeting September 10, Council Chamber 6:00 PM
- 5.** PROS Plan Second Community Meeting September 17, Senior Center 5:30 PM
- 6.** Park Commission Study Session October 1, Council Chamber 6:00 PM

XI. ADJOURNMENT – Chair Bachman adjourned the meeting at 6:53 PM

Respectfully submitted by Nancy Mero, Executive Assistant