



ASHLAND SENIOR ADVISORY COMMITTEE (ASAC) MEETING AGENDA

January 12, 2026

Ashland Senior Center, 1699 Homes Ave – 3:30–5:00 PM

HELD HYBRID (In-Person or via Zoom) To attend via Zoom, contact the [Parks Department](#) no later than 10 AM the business day before the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

Ashland Senior Advisory Committee Meeting Minutes October 13, 2025

IV. ADDITIONS OR DELETIONS TO THE AGENDA

V. PUBLIC FORUM

VI. BUSINESS

- a) APRC Liaison Report (Commissioner Gardiner)
- b) APRD Division Manager Report (Manager Mettler)
- c) APRD Program Coordinator Report (Coordinator Holt)
- d) Draft Bylaws for ASAC (Manager Mettler) – potential action
- e) 2026 Plan for ASAC – Reestablishing Community Partner Presentations (Manager Mettler)
- f) Items from Committee Members

VII. NEXT MEETING

Monday, April 13, 2026, 3:30–5:00 PM at Ashland Senior Center

VIII. ADJOURNMENT

If you need special assistance to participate in this meeting, please contact Natalie Mettler at natalie.mettler@ashlandoregon.gov or (541) 552-2482 (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 Ashland Senior Center, 1699 Homes Ave. Those who wish to provide oral testimony must attend the meeting. Written testimony will be accepted via email sent to natalie.mettler@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.



MINTUES FOR REGULAR BUSINESS MEETING
ASHLAND PARKS AND RECREATION COMMISSION (APRD)
ASHLAND SENIOR ADVISORY COMMITTEE (ASAC)
October 13, 2025
ASHLAND SENIOR CENTER, 1699 HOMES AVE - 3:330PM

Advisors Present: Commissioner Gardiner, Johnson (Chair), Frank, Talbert, Toyokawa, Winner

Staff Present: Director Houston, Manager Mettler, Coordinator Holt

Absent: Engelhardt (Vice Chair)

- I. **CALL TO ORDER** – Chair Johnson called the meeting to order at 3:32pm.
- II. **Opening** – Chair Johnson welcomed everyone.
- III. **APPROVAL OF MINUTES**
 1. Chair Johnson moved for unanimous consent to approve the minutes from July 14, 2025. Unanimous consent given. Minutes approved.
- IV. **ADDITIONS OR DELETIONS TO THE AGENDA** – None
- V. **PUBLIC FORUM** – None
- VI. **BUSINESS**
 1. **APRC Liaison – Commissioner Mike Gardiner**
 - Joint meeting between Ashland City Council and Ashland Park Commission will be on October 21st and will continue looking at how to streamline budget.
 - Parks and Recreation staff have implemented new bear trash cans and reduced number of other cans.
 - Collective bargaining agreement process for staff union has begun.
 - Director Houston updated that PROS Plan is still assessing what future staffing will look like and where it is best utilized.
 - Commissioner Gardiner noted that Parks and Recreation was given Parks fee on utility bill for only 2 years.
 - Director Houston announced that quarterly PlayGuide will now be digital.

- Director Houston will have special session in December to go over PROS Plan strategic goals. January will be focused on service level goals. February will focus on drafting out PROS Plan.
- Commissioner Gardiner mentioned that there are other capital improvements and projects pending.

2. **Senior Services Superintendent Report–Senior Services Division Manager Natalie Mettler**

Mettler highlighted the following in her Superintendent's report:

- Has been maintaining conversations with partners to ensure services and how they can help navigate upcoming changes.
- Superintendent Mettler is working with Deputy Director Dials on De Saram's new role at The Grove.

3. **Education Report–Senior Services Coordinator Holt**

- Continuing collaboration with SHIBA for open enrollment. Adding an extra day for appointments at Ashland Senior Center.
- Brought back Standing Steady class with licensed physical therapist, held at The Grove.
- Community events: Firefighters' Union Thanksgiving Pie and Seasonal Drinks will happen on November 24 and Holiday Party on December 19.
- Continuing fall programming with current partners – JCLS, SHIBA, Rogue Community Health and Instructors.
- Instructor Beth Morris added a cardio-agility walking class.
- Ice Cream Social on August 13 was a big success.
- Coordinator Holt part of new marketing strategy work group, helped with Playguide going digital.
- Senior Services staff worked with Older Adult Behavioral Specialist to host resource hour once a month at Ashland Senior Center.

4. **Draft Bylaws**

- Superintendent Mettler to track changes and align with City of Ashland and other Park Commission advisory committee bylaws.

The following was covered in discussion:

- Title change for Superintendent.
- City Council does not need to vote on changes to Bylaws.
- Term lengths to be adjusted to run through end of calendar year.

5. **Items from Committee Members**

- Committee Member Toyokawa invited members to SOU's presentation of intergenerational game night hosted by students.

6. Membership: Recognition of Service

- Thank you to Cori Frank for years of service.
- Toyokawa will serve a 2nd term.

VII. Next meeting – Monday, January 12, 3:30–5:00pm in person

VIII. Adjournment – 4:57pm

Respectfully submitted by Shannon Holt, Senior Services Coordinator, Ashland Parks and Recreation Department



ASHLAND SENIOR ADVISORY COMMITTEE (ASAC) MEETING

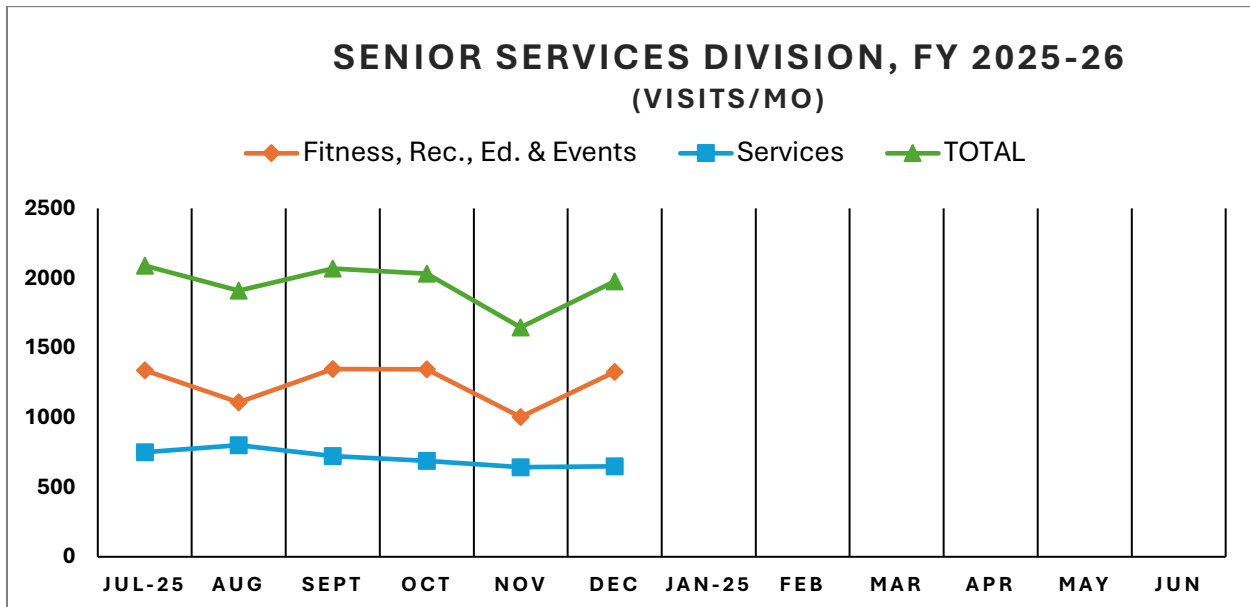
AGENDA BRIEF

January 7, 2026

Agenda Item	VI.b. Senior Services Division Report	
Presenter	Natalie Mettler	Division Manager – Senior Services
Item Type	Action ☐ Information ☒	

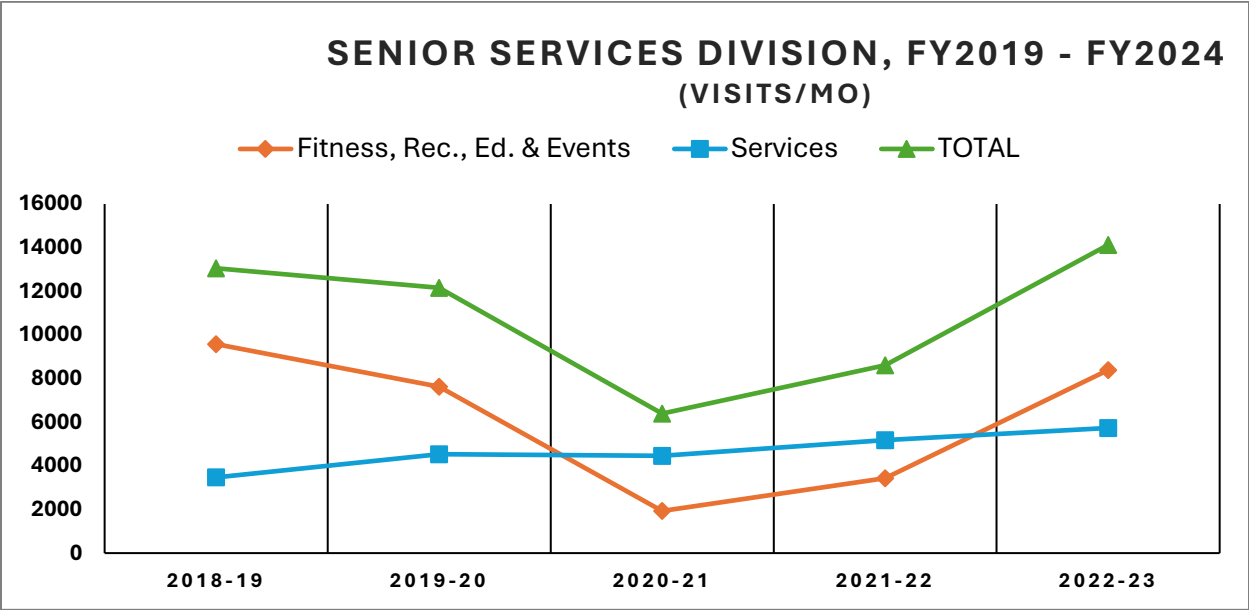
PROGRAMMING & SERVICES

- Service statistics** through the end of 2025 showed the average for all visits, activities and services at 1954/month, compared to 1781/month for FY2024-25 (7/1/2024-6/30/2025).



	Jul-25	Aug	Sept	Oct	Nov	Dec	YTD 25-26 Ave. Visits/mo	YTD Total
Fitness, Rec., Ed. & Events	1338	1109	1347	1344	1003	1327	1245	7468
Services	751	801	722	688	643	649	709	4254
TOTAL	2089	1910	2069	2032	1646	1976	1954	11722

Comparing statistics for Senior Services from 2018 onwards shows that, apart from disrupted services during the COVID-19 pandemic closure, there has been a steady increase in demand for and services provided.



	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Fitness, Rec., Ed. & Events	9577	7630	1931	3432	8392	11821	13871
Services	3470	4530	4463	5180	5734	5845	7392
TOTAL	13047	12160	6394	8612	14126	17666	21263

- Special presentations and events since last report (10/13/2025):
 - Firefighters’ Union Thanksgiving Pie for Seniors (11/24/2025)



- Bristol Hospice Festive Cookie Decorating (12/15/2025)



- Holiday Party for Seniors (12/19/2025):

115 community members attended this event. Thank you to our sponsors Village at Valley View, Maple Ridge Senior Living, Bristol Hospice and Evergreen Federal Bank who provided delicious refreshments and Rotary Club of Ashland who provided great gifts (\$20 gift cards to Shop N Kart for first 60 who signed up for event). Thank you, Alice Mallory who entertained us with her beautiful piano playing and Urban Kohler and his group of French carolers for their wonderful live music. And special thanks to our wonderful event volunteers: Bobby, Deborah, Doug, Esther, Isleen, Janine, Kim, Melvin and Patty!





- Maple Ridge Holiday Treats (12/22/2025)
- New class: Personalized Cardio & Walking Club, taught by Strength & Balance instructor Beth Morris, in Hunter Park, started 10/10/2025. This class was canceled in December due to lack of interest and registration.



PARTNERSHIPS & SPONSORS

- New partnerships/events:
 - Providence Hospice will offer free presentations in 2026
 - Bristol Hospice offered a new event: free holiday cookie decorating for seniors on 12/15/2025
 - Maple Ridge holiday treats for seniors on 12/22/2025
 - Visting Angels will offer free activities, details pending, in 2026
- Hosting ACCESS Energy Assistance Program on two dates in January for their staff to offer in-person application assistance to Ashland residents.

VOLUNTEERS & DONATIONS

- The estimated value of in-kind donations for our fall/winter holiday events (listed above) is \$2450. This includes primarily food and drink, but also \$1200 worth of gift cards to Shop N Kart, distributed to patrons at the Holiday Party. Donors are: AFR Union Local 1269, Bristol Hospice, Evergreen Federal Bank, Maple Ridge Senior Living, Rotary Club of Ashland and Village at Valley View.

- Volunteer hours for July through December 2025 averaged 105 hours/month, with a total of 518 hours contributed. These include volunteer class instructors, office and event volunteers, and services provided at Ashland Senior Center by volunteers from partner agencies (SHIBA, AARP Driver Safety, Older Adult Behavioral Health Initiative). This does not include Food & Friends volunteer hours.

SSD Volunteer Hours	Jul	Aug	Sep	Oct	Nov	Dec	Ave. hrs/mo	Total YTD
Instructors/Providers	37.5	22	39	41	35	31.5	34	169
Office/Events/Programs/ASAC	52	44	33.5	33.5	16	57.5	37	185
Partner Volunteer Hours	22.25	10	11	57	58	29	33	165
Total SSD Volunteer Hours	112	76	84	132	109	118	105	518

STAFF/TRAINING

- Mettler spoke at the Village at Valley View ribbon cutting ceremony on 10/16/2025.
- Mettler tabled to represent APRD Senior Services at the City of Ashland's Housing and Human Services Commission Community Resource Fair on 10/20/2025.
- De Saram and Mettler staffed a resource table about APR Senior Services at the annual AARP Vital Aging Conference on 11/8/25.
- Mettler helped SOU Professor Arellano and his student, Michael Ralston, with community connections for input on a proposal for an intergenerational gaming space at SOU. This included facilitating conversations with Senior Center game players to offer their insights.
- Mettler gave the annual Senior Services Division Update to the Park Commission on 11/12/2025.
- Mettler will serve a second term as a member of the Rogue Valley Transportation District State Transportation Improvement Fund Advisory Committee, starting February 2026.
- Mettler became a member of the Oregon Department of Human Services Rules Advisory Committee on Adult Protective Services in January 2026.

PUBLIC AWARENESS

- **Senior News:** The November, December and January [Senior News](#) issues featured information about special events and highlighted selected ongoing activities. All issues also offered information about relevant resources and services.



Senior News November 2025

Ashland Senior Center, 1699 Homes Avenue, Ashland OR 97530
Monday - Thursday, 8:30am - 3:30pm | 541-488-5343 | 187-751
AshlandSeniorCenter.org | seniorsinfo@ashlandoregon.gov



Firefighters' Union Thanksgiving Pie

Monday, November 24, 2-3:30pm
Ashland Senior Center,
1699 Homes Ave

FREE. Registration required:
541-488-5343

The annual Firefighters' Thanksgiving celebration for seniors is back at Ashland Senior Center. Firefighters' Union members are donating and serving pie and seasonal beverages. Join us for a wonderful afternoon of delicious dessert and good company.

Space is limited so please reserve your spot now!

Thank you, Ashland Firefighters' Union, for your generous donation to our community event!



NEW! Personalized Cardio + Walking Club

Fridays, 9:30am or 10:15am
Hunter Park

Join for an 8-week punch card, valid for 6 months after purchase. Registration required: 541-488-5343 or seniorsinfo@ashlandoregon.gov

This personal trainer-led cardio walking class is based on the Therapeutic 4x4 method, combining gentle walking with short cardio movements at each person's pace. It's designed to improve cardiovascular health, boost stamina, and ease lower back pain.

Outdoors and designed for most fitness levels. Not appropriate if you require assistance to walk more than 1/4 mile.

Instructor:
Beth Morris
Registered Fitness

Ashland Senior Center will be closed on
Tuesday, November 11 (Veterans Day)
and Thursday & Friday, November 27 & 28 (Thanksgiving).



Senior News December 2025

Ashland Senior Center, 1699 Homes Avenue, Ashland OR 97530
Monday - Thursday, 8:30am - 3:30pm | 541-488-5343 | 187-751
AshlandSeniorCenter.org | seniorsinfo@ashlandoregon.gov



NEW! Festive Cookie Decorating

Monday, December 15, 1-3pm
Ashland Senior Center

FREE. Registration required: 541-488-5343

Join us and friends from Bristol Hospice for a festive holiday party with refreshments, music, and gift drawing. Open House will be provided for those who cannot attend the party.



Maple Ridge Holiday Treats!

Monday, December 22, 12pm
Ashland Senior Center

FREE.

Craft from Maple Ridge Senior Living will be handing out holiday treats at Ashland Senior Center starting at noon on Monday, December 22. Diabetic-friendly treats will also be offered. Join us for some holiday fun! Treats will be available until they run out or 1pm.



Village at Valley View Holiday Party

Friday, December 19, 2-3:30pm
Ashland Senior Center

FREE. Registration required: 541-488-5343

Join us for a festive holiday party with refreshments, music, and gift drawing. Open House will be provided for those who cannot attend the party.



Bristol Hospice Holiday Party

Friday, December 19, 2-3:30pm
Ashland Senior Center

FREE. Registration required: 541-488-5343

Join us for a festive holiday party with refreshments, music, and gift drawing. Open House will be provided for those who cannot attend the party.

Ashland Senior Center will be closed on
Wednesday & Thursday, December 24 & 25
(Christmas Eve & Christmas Day)



Senior News January 2026

Ashland Senior Center, 1699 Homes Avenue, Ashland OR 97530
Monday - Thursday, 8:30am - 3:30pm | 541-488-5343 | 187-751
AshlandSeniorCenter.org | seniorsinfo@ashlandoregon.gov



ACCESS Energy Assistance Outreach Event

Friday, January 9, 9am-3:30pm
Ashland Senior Center

FREE. Registration required: 541-488-5343

Join us for a free energy assessment and advice. We will provide information on energy assistance programs and help you apply for them.



Pharmacist Talk: OTC Remedies for Flu Season

Monday, January 26, 2-3pm
Ashland Senior Center

FREE. Registration required: 541-488-5343

Join us for a free presentation on over-the-counter remedies for the flu season. We will discuss the latest research and provide tips on how to stay healthy.



DRIVER SAFETY AARP Driver Safety Class

Wednesday & Thursday,
January 14 & 15, 9-12pm
Ashland Senior Center

Free for AARP members. Registration required: 541-488-5343

Join us for a free driver safety class. We will provide information on driving safety and help you improve your driving skills.



Movie Matinee

Tuesdays, 1-3pm
Activity Room, Ashland Senior Center

Join us for a free movie matinee. We will show a new movie each week and provide refreshments.

Ashland Senior Center will be closed on:
Thursday, January 1 for New Year's Day
Monday, January 19 in observance of Martin Luther King, Jr. Day

PREPARED BY: Natalie Mettler



Park Commission

Ashland Senior Advisory Committee Bylaws

Overview

The Park Commission (PC) established the Ashland Senior Advisory Committee (ASAC) on February 26, 2018.

ARTICLE I. NAME OF ORGANIZATION

The name of this committee shall be the Ashland Senior Advisory Committee (ASAC).

ARTICLE II. PURPOSE

ASAC's purpose is to make recommendations to the PC on matters related to the Senior Services Division and to coordinate with the APRD Director and Division Manager on matters related to the general operations, quality, promotions and programming of the Senior Services Division. The Committee may also advocate for senior needs in City policies, with partner agencies and within other contexts.

ARTICLE III. MEMBERSHIP

The ASAC membership shall be composed of up to seven (7) voting members, as follows:

- Up to seven (7) members representing program participants and community partners
- One (1) non-voting Ex Officio member from the PC

ASAC members are appointed by the PC Chair. If a position is vacated mid-term or remains unfilled at the start of a term, the PC Chair will appoint a member for unexpired term of that position; if there is less than one (1) year remaining in the vacated term, the new member's term will be for the remainder plus four (4) years per Ashland Municipal Code 2.10.015.

Ex-Officio members are appointed by their respective governing bodies and do not have term limits.

Members are expected to attend and actively participate in meetings and working groups. Members shall notify ASAC Chair and staff in advance about any planned absences, to ensure a quorum will be present for meetings. A member who misses more than two (2) consecutive meetings, or more than three (3) meetings in twelve (12)

months, may be released from their term. The PC Chair will make these decisions, in consultation with staff.

ARTICLE IV. MEETINGS OF MEMBERS

ASAC shall meet quarterly or as needed. The Chair shall coordinate with staff to cancel or add meetings. Notwithstanding the need for an urgent meeting, notice of each meeting shall be given to each voting member not less than one (1) week prior to the meeting.

A quorum for a meeting of the committee shall consist of a majority of voting members. All issues to be voted on shall be decided by the simple majority of those present at the meeting in which the vote takes place. There shall be no voting by proxy or by other methods by members who are absent from a meeting.

All ASAC meetings and communications will comply with the Oregon Public Meetings Law (ORS 192.610 to 192.690).

ARTICLE V. OFFICERS

Each year, ASAC will accept nominations and elect a Chair and Vice-Chair by simple majority vote of members present at a meeting. Elections will be held at the last meeting of each fiscal year (prior to the 30th of June).

ARTICLE VI. WORKING GROUPS

The ASAC chair shall have the authority to create working groups of members equaling less than a quorum of the committee to focus on specific assignments. All working groups shall report their findings back to ASAC in a public meeting.

ARTICLE VI. STAFF

The Division Manager and/or APRD Director, or designated representative, will attend and assist in the planning, advertising and management of ASAC meetings.

ARTICLE VII. CONFLICT OF INTEREST

ASAC shall abide by the precepts of the City and State of Oregon conflict of interest policy/statutes.

ARTICLE VIII. MINUTES

ASAC (or an APRD staff liaison) shall keep minutes of the proceedings of committee meetings. These minutes shall be made available to the public as per City of Ashland policies and procedures.

ARTICLE IX. YEARLY REPORT

With the assistance of the Division Manager, ASAC shall present a yearly report at a regular public meeting of the PC.

ARTICLE X. DISSOLUTION

By motion of the PC, ASAC may be dissolved or merged with another similar organization conducting substantially the same activities.

ARTICLE XI. AMENDMENTS

ASAC may recommend amendments to these Bylaws by a simple majority vote at any meeting. Written notice setting forth the proposed amendment or summary of the changes to be affected thereby shall be given to each committee member within the time and the manner provided for the giving of notice of meetings. Amendments must be approved by the PC.

ADOPTION OF BYLAWS

Adopted and approved by the Ashland Parks and Recreation Commission on [insert date], as the Bylaws of this committee.

Jim Bachman, PC Chair

ATTEST: Rocky Houston, APRD Director

