



STUDY SESSION AGENDA

February 4, 2026

Council Chamber, 1175 E Main Street – 6:00 PM

To provide public input see participation instructions.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC FORUM
- IV. VOLUNTEERS IN PARKS ANNUAL REPORT
- V. BUTLER-PEROZZI FOUNTAIN UPDATE
- VI. EAST MAIN STREET COMMUNITY PARK UPDATE
- VII. LOOKAHEAD REVIEW
- VIII. ADJOURNMENT

If you need special assistance to participate in this meeting, please contact Nancy Mero at Nancy.mero@ashlandoregon.gov or 541-552-2256 (TTY phone number 1-800-735-2900). 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 in Council Chamber 1175 E. Main Street. Those who wish to provide oral testimony must attend the meeting, fill out a speaker request card, and give it to a staff member before the meeting begins. If you would like to give testimony electronically, please contact Nancy Mero at nancy.mero@ashlandoregon.gov by 10:00 AM the morning of the meeting. Please type **“Virtual Public Testimony”** in the subject line.

Written testimony will be accepted via email sent to Nancy Mero at nancy.mero@ashlandoregon.gov. Please type "**Public Testimony**" in the subject line. Written testimony submitted by 11:00 AM the day before the meeting will be made available to the Park Commissioners before the meeting. All testimony will be included in the meeting minutes.

This meeting will be broadcast and recorded by RVTV. For ways to view this meeting and watch previously recorded Park Commission meetings, please visit this webpage. <https://ashlandoregon.gov/740/Watch-a-Meeting>



STUDY SESSION AGENDA REPORT

February 4, 2026

Agenda Item	IV. Volunteers in Parks Annual Report	
Presenter	Sulaiman Shelton	Volunteer and Events Coordinator
Item Type	Commission Requested <input checked="" type="checkbox"/> Request for Direction <input type="checkbox"/> Information <input checked="" type="checkbox"/>	

SITUATION

Annual report on the Volunteer in Parks Program, highlighting achievements and notable changes year to year.

BACKGROUND

The Commission requests an update on the Volunteer in Parks Program each year.

ASSESSMENT

2025 saw an increase in volunteer hours, a decrease in the total number of volunteers, and the addition of tracking court mandated community service to the VIP Annual Report.

POLICIES, PLANS & GOALS SUPPORTED

Not Applicable

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

Volunteer in Parks Program Annual Report

PREPARED BY

Sulaiman Shelton, Volunteer and Events Coordinator



Ashland Parks and Recreation 2025 Volunteer in Parks - End of Year Report



	Hours	Number of Volunteers
North Mountain Park		
Administrative	107.00	5
Education and Research	112.00	11
Events	15.50	5
Facilities and Grounds	401.75	98
Gardening	771.00	22
North Mountain Park	1,407.25	141
Parks and Trails		
Community Gardeners	604.00	63
Facilities and Grounds	4,621.00	480
Seasonal	42.00	4
Parks and Trails	5,267.00	547
Recreation		
Events	172.50	43
Program	6.00	1
Seasonal	974.50	21
Recreation	1,153.00	65
Senior Services		
Administrative	350.50	5
Food & Friends (Partner Organization)	3,691.00	50
Instructor	391.50	5
Senior Activities	118.00	15
Partner Agencies	257.25	3
Senior Services	4,808.25	78
Court Community Service		
Court Community Service	358.00	16
2025 Totals	12,993.50	847



STUDY SESSION AGENDA REPORT

February 4, 2026

Agenda Item	V. Butler-Perozzi Fountain Update	
Presenter	Mike Gardiner	President Ashland Parks Foundation
Item Type	Commission Requested <input checked="" type="checkbox"/> Request for Direction <input type="checkbox"/> Information <input type="checkbox"/>	

SITUATION

Mike Gardiner, President of the Ashland Parks Foundation will give a presentation and update on the Butler Perozzi Fountain project slated to begin this spring.

PREPARED BY: Rachel Dials, Acting Parks Director



STUDY SESSION AGENDA REPORT

February 4, 2026

Agenda Item	VI. East Main Street Community Park Update	
Presenter	Rachel Dials	Acting Parks Director
Item Type	Commission Requested <input checked="" type="checkbox"/> Request for Direction <input type="checkbox"/> Information <input type="checkbox"/>	

SITUATION

Staff will give a presentation and update on East Main Street Community Park Phase 1 and next steps.

PREPARED BY: Rachel Dials, Acting Parks Director



Date	Agenda Item	Presenter
2/4	Park Commission Study Session Council Chamber 6:00 PM	
	VIP Annual Report	Shelton
	Butler-Perozzi Fountain Update	Gardiner
	East Main Street Community Park Update	Dials
2/11	Joint Meeting with CC/PC Business Meeting Council Chamber 6:00 PM	APRD Hosts
joint	Quarterly Financial Update (Information)	Morrison
joint	City of Ashland Five-Year Strategic Plan Process (Information)	City Admin Staff
Joint	Parks Leadership Next Steps (Information)	Cotta/Rooklyn/Zahran
bus	Commissioner Liaison Assignments (Action)	Chair Bachman
bus	Calle Guanajuato Agreements (Action)	Dials
3/4	Park Commission Study Session Council Chamber 6:00 PM	
	Recreation Division Annual Report (Information)	Flora
	Japanese Garden ADA/Winburn Way (tentative)	Dials/Caldwell
3/11	Park Commission Regular Business Meeting Council Chamber 6:00 PM	
	Japanese Garden ADA/Winburn Way (tentative)	Dials/Caldwell
APRC Advisory and Management Advisory Committees		
4/16/2026	Recreation Division Advisory Committee, the Grove 3:30 PM	
4/13/2026	Ashland Senior Advisory Committee, Senior Center 3:30 PM	
TBD	Trails Advisory Committee, the Grove 4:15 PM	
TBD	Ashland Japanese Garden MAC Lithia Cabin 2:00 PM	
TBD	Bee City USA MAC	
TBD	Current Parks, Conservation, and Maintenance MAC	
Council Business/Budget Meetings/Commissions		
5/5/2026	Joint PC/City Council Meeting 6 PM Council Chamber	Council Hosts
5/5/2026	Miscellaneous Fees	Dials



Parks and Recreation Department Work Plan

1. Complete projects identified in the adopted Capital Improvement Plan for FY 26-27
 - Preventative Maintenance Projects
 - Lithia – Butler Perozzi Fountain Restoration
 - ADA Improvements
 - Lithia – Master Plan work plan projects
 - Hunter Park – Tennis Court Rehabilitation
 - Irrigation Controllers
 - Siskiyou Mountain – Trail Re-route
 - East Main – Phase I development projects
2. Improve recreation and senior programming access by replacing staff eliminated during COVID-19 and developing a cost recovery policy.
3. Complete the Parks, Recreation, Open space, & Senior services strategic plan (PROS)
4. Establish Equipment Replacement and Repair program to be consistent with Citywide fleet standards.
5. Update employee onboarding, training, and safety program
6. Complete work plan items identified for FY 26-27 to implement the Lithia Park Master Plan
 - Fuels reduction between Glenview Rd & Ashland Creek
 - Hazard tree removal
 - Development and promotion of citizen science and/or other environmental education
 - Winburn Way traffic speed and road design
 - Trail map update
 - Replacement of interpretive signs for flora
7. Develop funding strategy for future capital projects, specifically:
 - Pool replacement project
 - East Main future development phase(s)



2026

JANUARY	FEBRUARY	MARCH
Budget Concepts (odd years) Adopt CIP (odd years) Golf Course Annual Report ✓	VIP Annual Report Budget Direction (odd years) Calle Guanajuato Lease Agreement	Recommend Budget (odd years) Recreation Division Annual Report
APRIL	MAY	JUNE
Misc Fees and Charges	Environmental Education Annual Report	Senior Services Cookout with APD
JULY	AUGUST	SEPTEMBER
July 4th Parade	Senior Services Ice Cream Social	
OCTOBER	NOVEMBER	DECEMBER
Return of the Salmon Family Field Day	Senior Services Annual Report Ashland Rotary Centennial Ice Rink Opens Senior Services + Ashland Firefighters Union Thanksgiving Pie	Ashland Parks Foundation Annual Report First Frost Community Skate Event Senior Services Holiday Party