



Parks & Recreation Commission Meeting Agenda

ASHLAND PARKS & RECREATION COMMISSION

STUDY SESSION MEETING AGENDA

Wednesday, May 6, 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. WINBURN WAY AND JAPANESE GARDEN ADA
- IV. NEXT STEPS: REFINING THE VISION
- V. LOOKAHEAD REVIEW
- VI. 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 on an agenda item 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 on an agenda item electronically, please contact Nancy Mero at nancymero@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

May 6, 2026

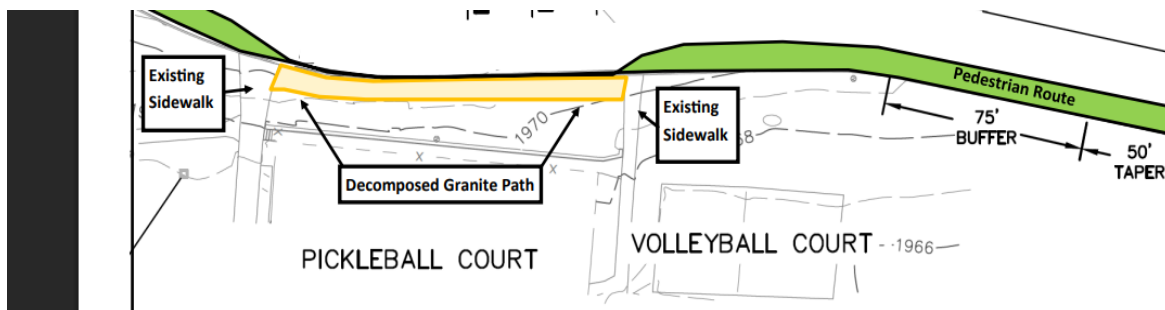
Agenda Item	III. Winburn Way and Japanese Garden ADA	
Presenter	Rachel Dials	Acting Director
Item Type	Commission Requested <input type="checkbox"/> Request for Direction <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/>	

SITUATION & BACKGROUND

The Lithia Park Master Plan (LPMP) identified a recommendation to address safety on Winburn Way. As part of the FY26-27 Parks and Recreation Department (Department) Work Plan, the Park Commission (PC) identified that the Department would work on a proposed solution to improve safety on Winburn Way through Lithia Park. This is in addition to the previous PC direction to add ADA improvements to the Japanese Garden on Winburn Way.

At the January 14th, 2026, meeting the PC took the following actions:

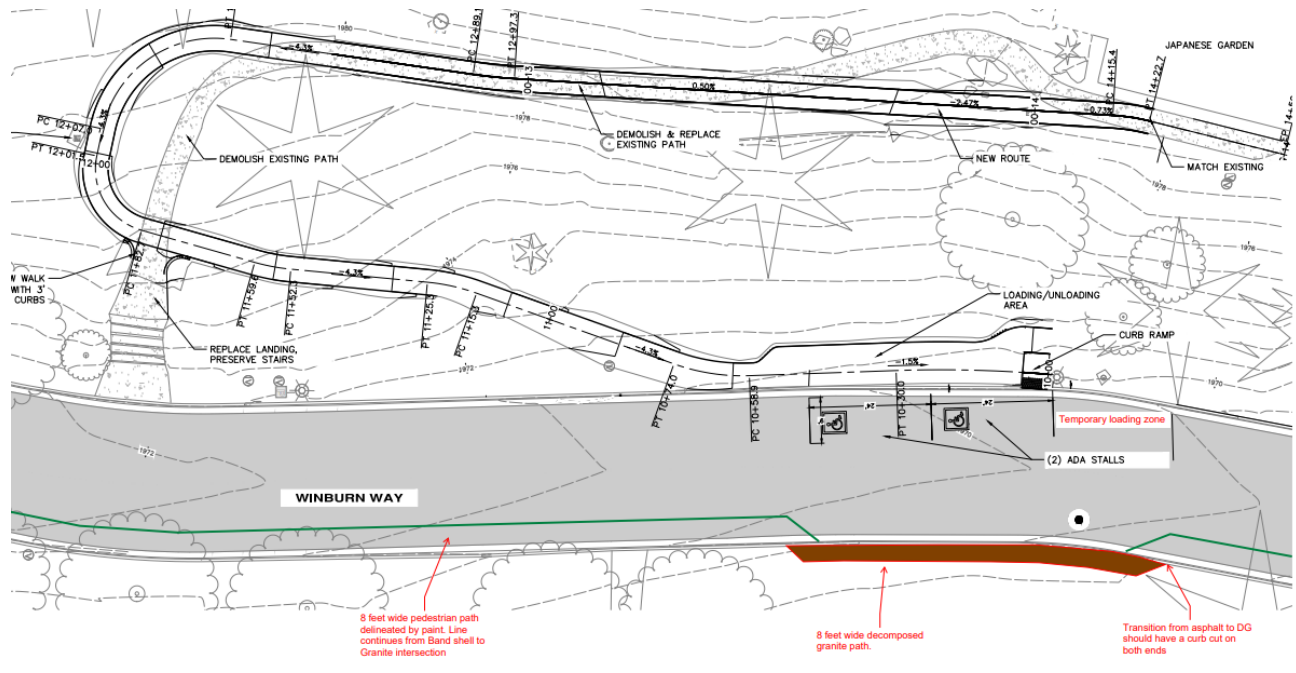
1. PC motioned to approve option #3 as the Winburn Way Safety Plan. That option includes no center line, and a decomposed granite (DG) path.



2. Directed staff to explore an ADA option that includes a connection above the existing stairs near the pickleball courts, minimizes grading with gradual slopes, and to confer with a landscape architect.

Staff met with a landscape architect onsite to get feedback and took their suggestions to the engineer to be incorporated into the design. The draft design incorporates the feedback from the PC, landscape architect, engineer, and APRD staff.

ADA DRAFT design w/ Option #3 for Winburn Way



Because of the gradual slope needed for the pathway, the loading and unloading area, handicapped parking, and DG granite path were pushed back to accommodate. The draft plan meets ADA requirements. At the time of this memo, we are still waiting for cost estimates on both projects.

ASSESSMENT

With the above information and to continue efforts to collaborate with other city departments, staff reached out to Public Works Director Scott Fluery regarding the Japanese Garden ADA and Winburn Way Safety Plan. Director Fluery made suggestions regarding the Winburn Way project that the PC may want to consider in lieu of the pedestrian walkway and DG path. These ideas stem from the City of Ashland Transportation Master Plan and are currently used on some narrow roadways in Ashland to promote pedestrian and cyclist safety. These include:

1. Share the road signage
2. Sharrows (shared lane markings) pavement markings showing two chevrons above a bicycle symbol. These indicate that a lane is shared and cyclists may occupy the full lane.

DISCUSSION QUESTIONS OR SUGGESTED NEXT STEPS

Would the PC like to consider the suggestions from Public Works and change anything about the current Winburn Way Safety Plan?

Would the PC like to move the draft ADA plan forward as presented?

POLICIES, PLANS & GOALS SUPPORTED

This addresses item six in the Department's Workplan.

FINANCIAL CONSIDERATIONS

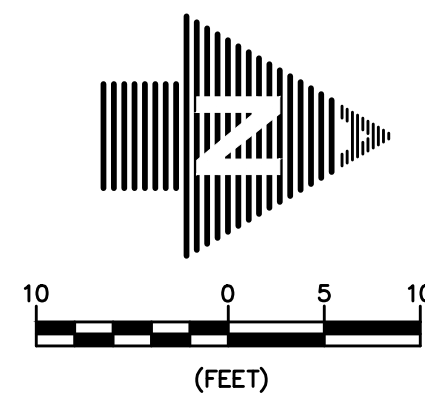
As of the date of this memo staff does not have cost estimates for Winburn Way or the Japanese Garden ADA draft plans. Those cost estimates will be available soon. In the current Capital Improvement Plan there is \$50,000 for ADA improvements and \$250,000 for the LPMP.

ATTACHMENTS:

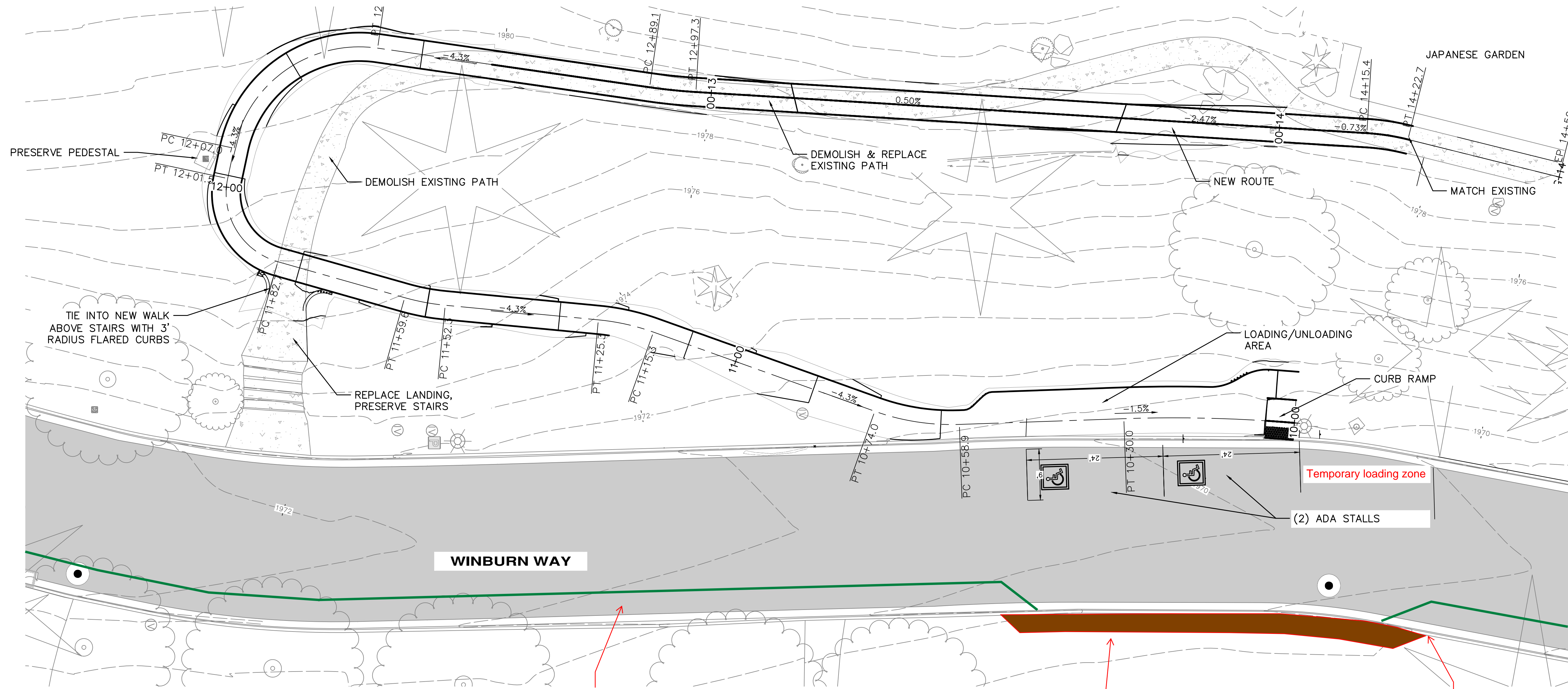
Lithia ADA preliminary design w/Winburn Way Option #3

Lithia ADA with slope information

PREPARED BY: Rachel Dials, Acting Director



APPROXIMATE PROJECT VOLUMES:
 PROJECT CUT = 47 CY
 PROJECT FILL = 4 CY
 NET CUT = 43 CY



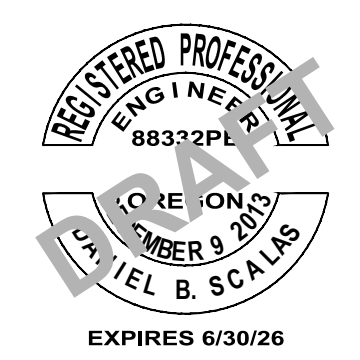
WINBURN WAY

8 feet wide pedestrian path delineated by paint. Line continues from Band shell to Granite intersection

8 feet wide decomposed granite path.

Transition from asphalt to DG should have a curb cut on both ends

EDITS NOT TO SCALE FOR DISCUSSION ONLY



No.	REVISION	DATE	BY

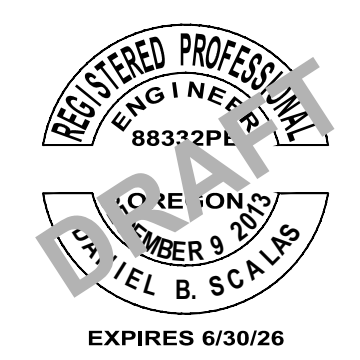
**LITHIA PARK
 ADA & PARKING IMPROVEMENTS
 ASHLAND PARKS & RECREATION
 SITE PLAN**

A E ADKINS
 ENGINEERING & SURVEYING
 1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
 541.884.4666
 w / AdkinsEngineering.com
 SERVING S. OREGON & N. CALIFORNIA
 ENGINEERING • SURVEYING • PLANNING • TESTING

DESIGNED BY	AMB
SURVEYED BY	AES
DRAWN BY	AMB
CHECKED BY	DBS

SCALE SHOWN	
DATE	4/10/2026
SHEET	4 OF 9
PROJ. NO.	3522-04

SHEET NUMBER:
C4



No.	REVISION	DATE	BY

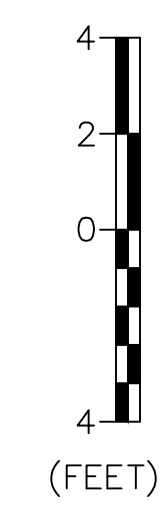
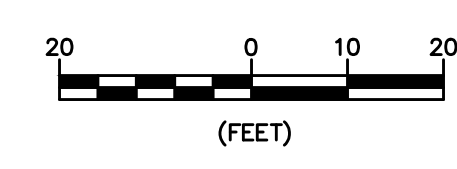
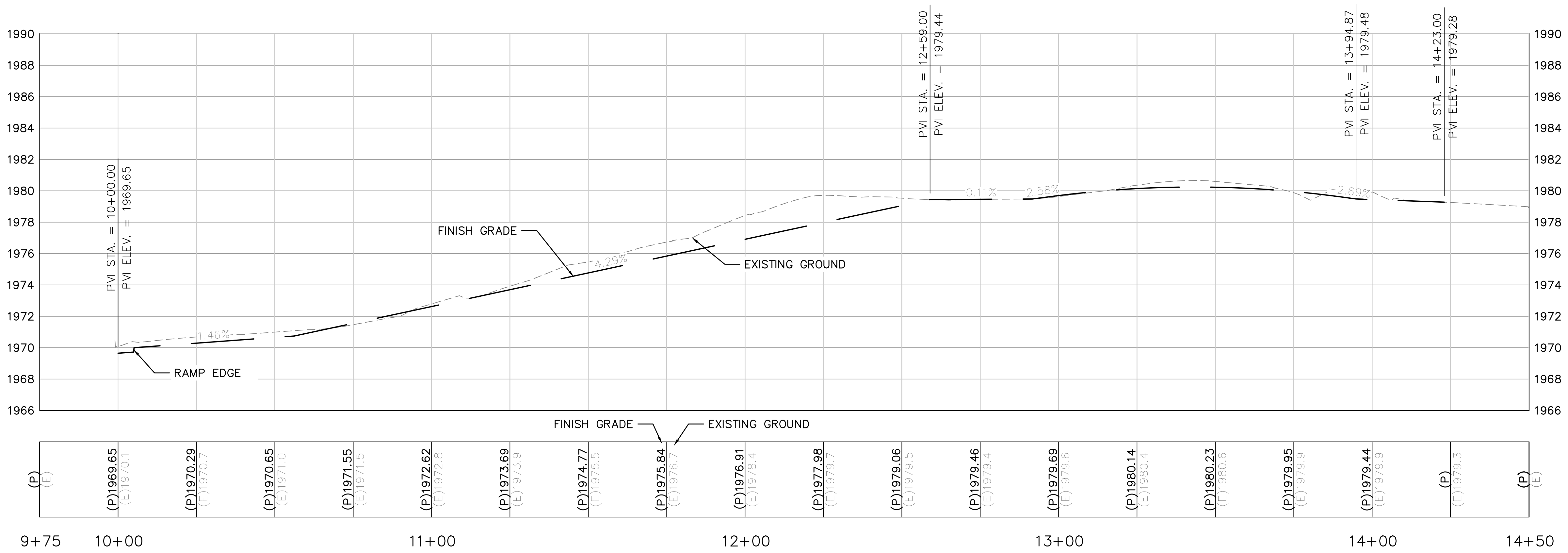
**LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
GRADING PLAN**

A. ADKINS
ENGINEERING & SURVEYING
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

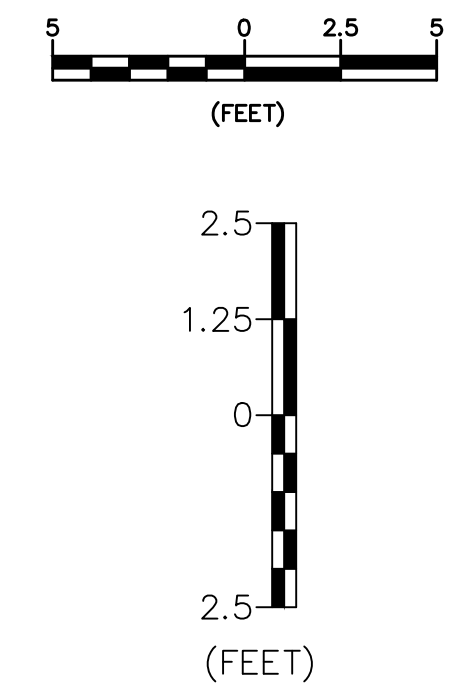
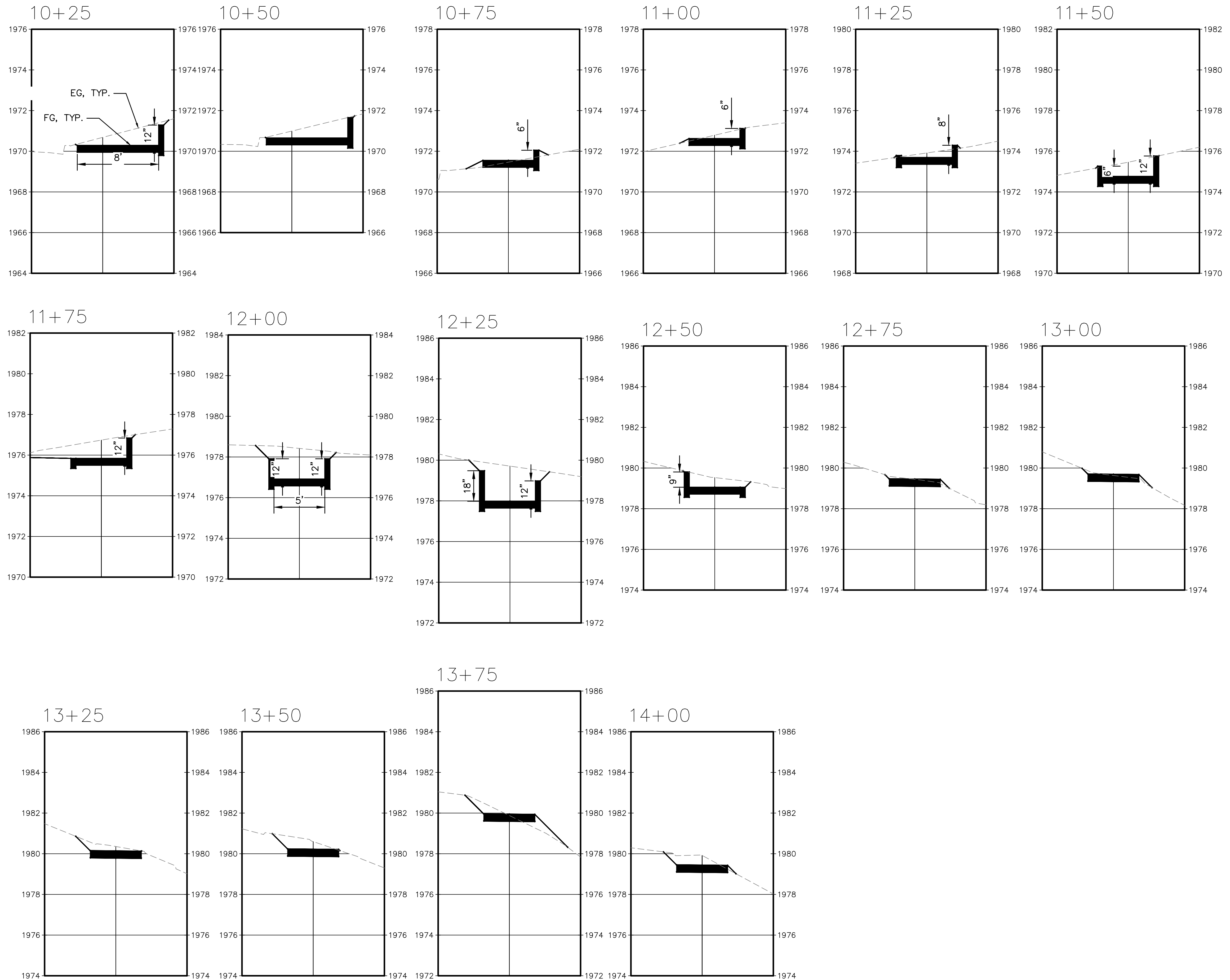
DESIGNED BY: AMB
SURVEYED BY: AES
DRAWN BY: AMB
CHECKED BY: DBS

SCALE SHOWN: 4/10/2026
SHEET 5 OF 9
PROJ. NO.: 3522-04

SHEET NUMBER:
C5



PROFILE - ADA PATH (STA. 10+00 TO 14+50)



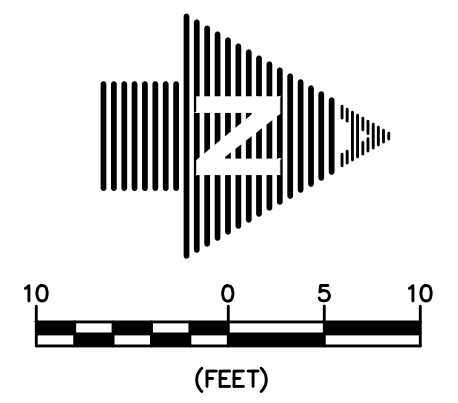
No.	REVISION	DATE	BY

**LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
SECTIONS**

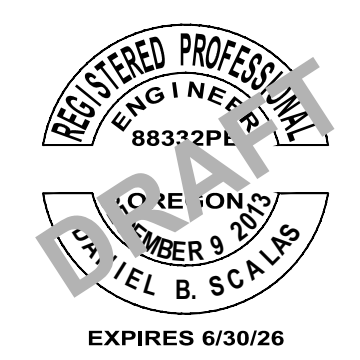
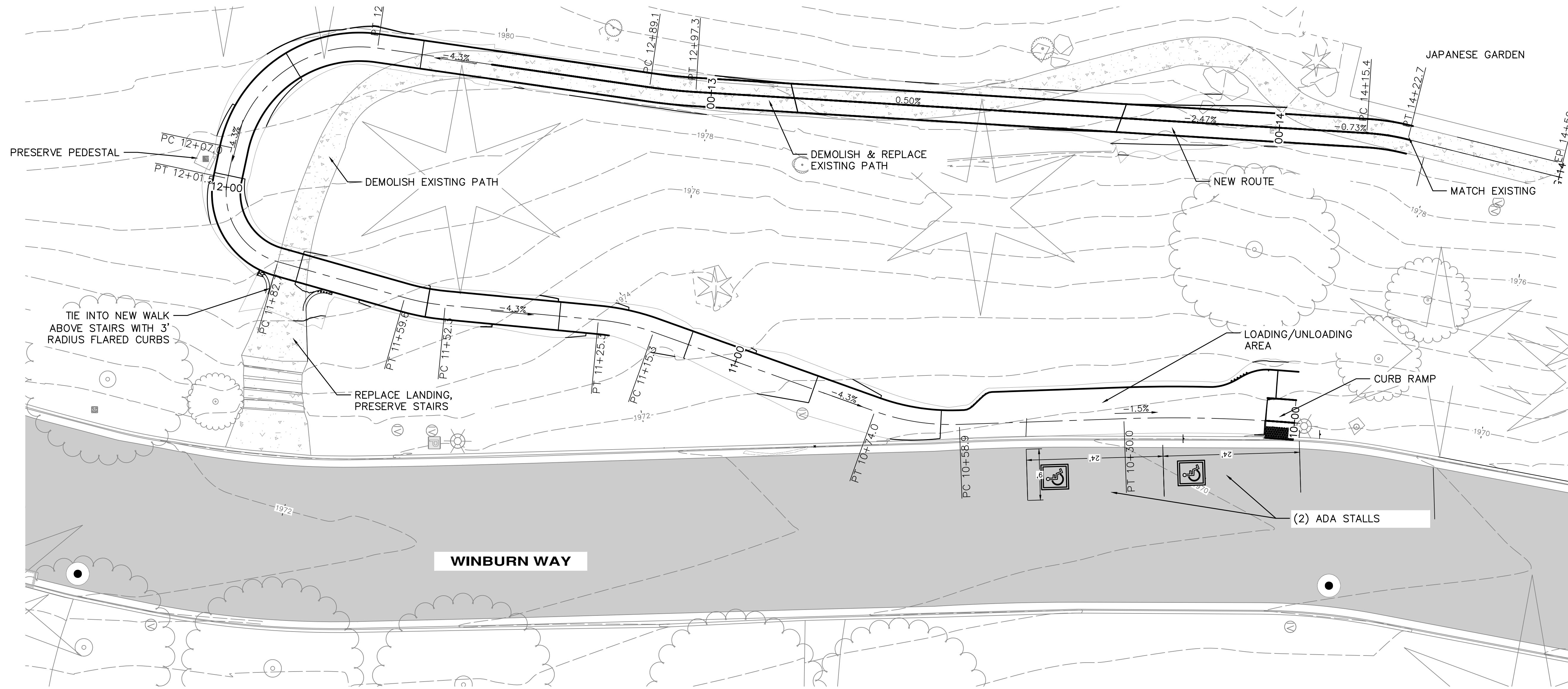
A. ADKINS
ENGINEERING & SURVEYING
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

DESIGNED BY AMB	SURVEYED BY AES	DRAWN BY AMB	CHECKED BY DBS
SCALE SHOWN	DATE 4/10/2026	SHEET 6 OF 9	PROJ. NO. 3522-04

SHEET NUMBER:
C6



APPROXIMATE PROJECT VOLUMES:
 PROJECT CUT = 47 CY
 PROJECT FILL = 4 CY
 NET CUT = 43 CY



No.	REVISION	DATE	BY

**LITHIA PARK
 ADA & PARKING IMPROVEMENTS
 ASHLAND PARKS & RECREATION
 SITE PLAN**

A E ADKINS
 ENGINEERING & SURVEYING
 1433 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
 541.884.4666
 w / AdkinsEngineering.com
 SERVING S. OREGON & N. CALIFORNIA
 ENGINEERING • SURVEYING • PLANNING • TESTING

DESIGNED BY	AMB
SURVEYED BY	AES
DRAWN BY	AMB
CHECKED BY	DBS

SCALE SHOWN	
DATE	4/10/2026
SHEET	4 OF 9
PROJ. NO.	3522-04

SHEET NUMBER:
C4



No.	REVISION	DATE	BY

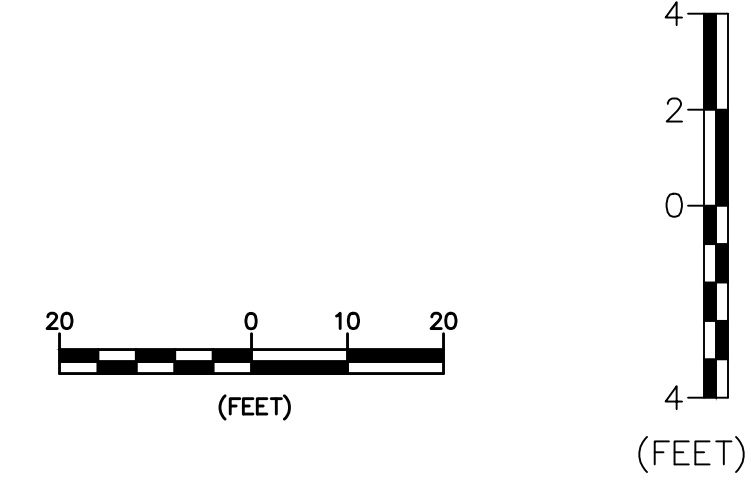
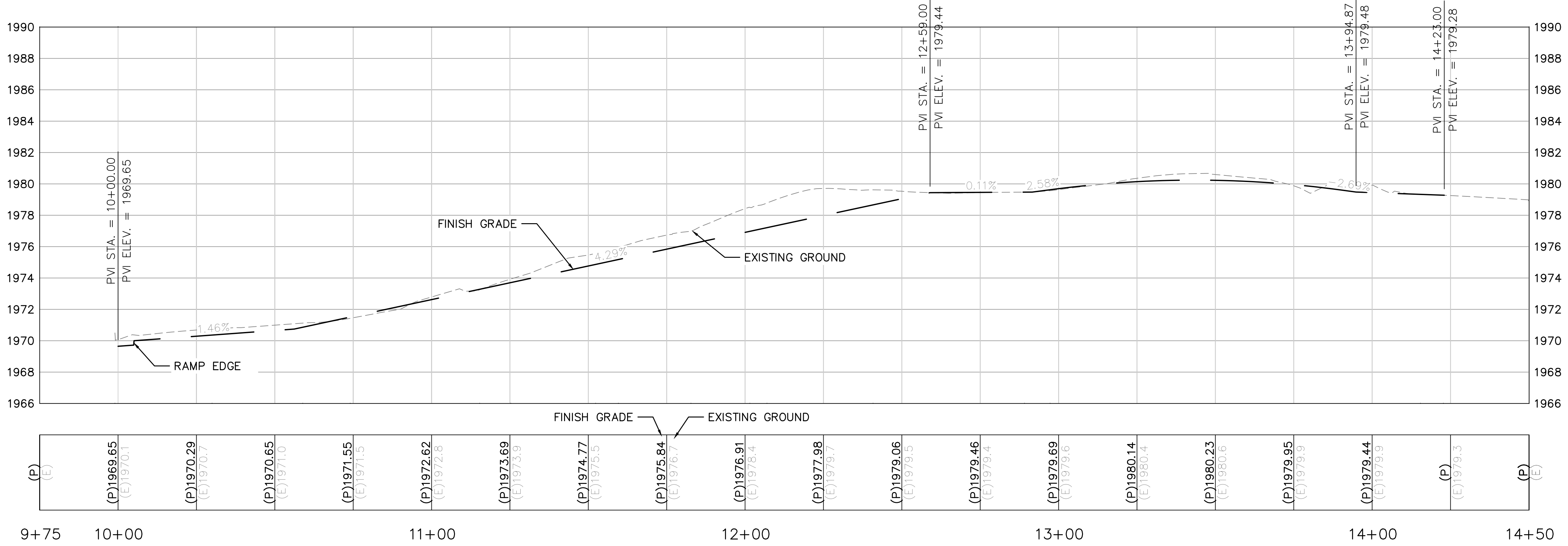
**LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
GRADING PLAN**

A.E. ADKINS
ENGINEERING & SURVEYING
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

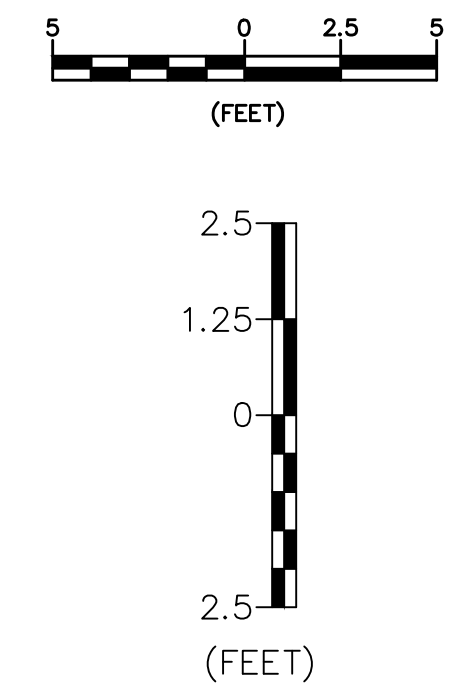
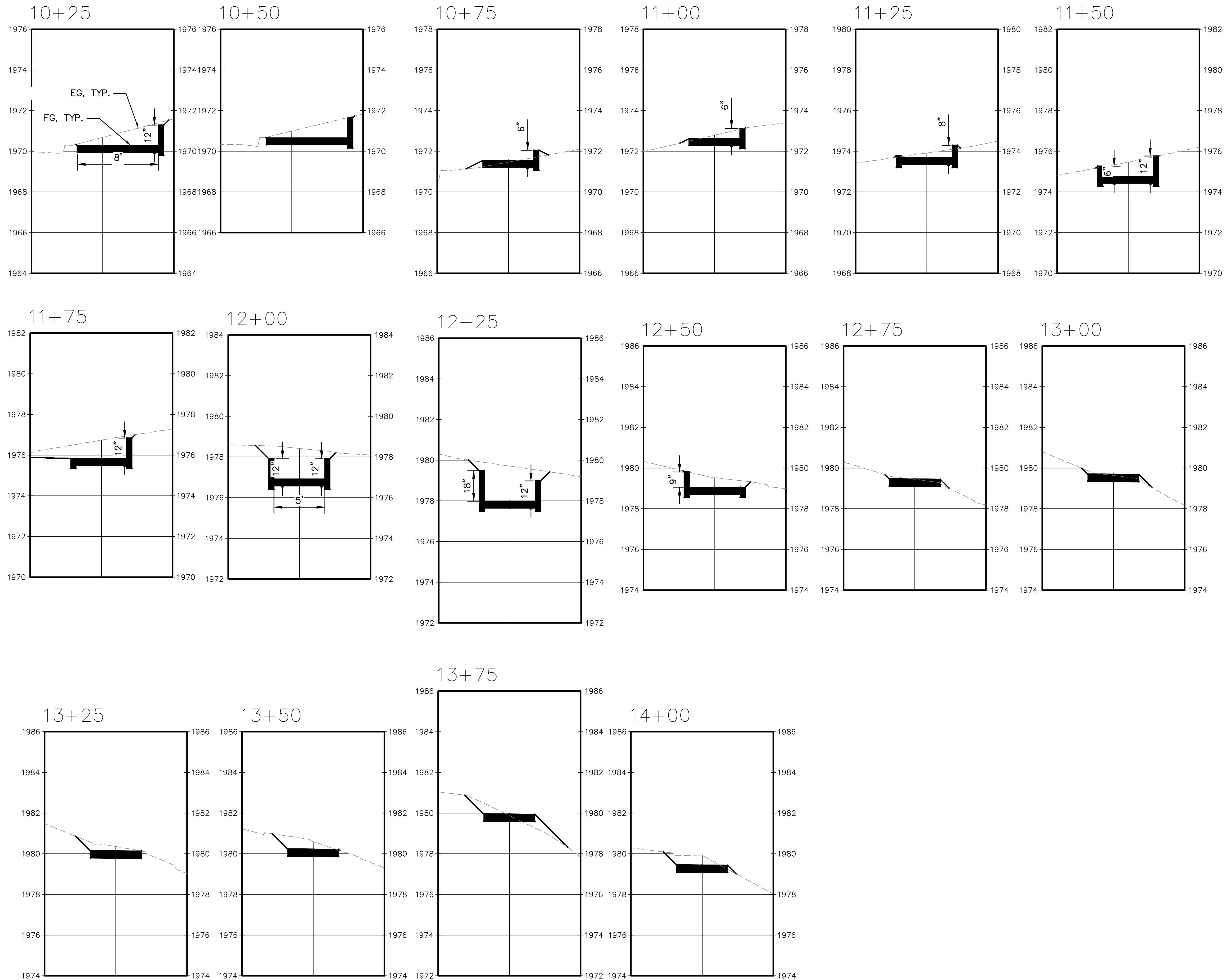
DESIGNED BY AMB	CHECKED BY DBS
SURVEYED BY AES	
DRAWN BY AMB	

SCALE SHOWN	PROJ. NO. 3522-04
DATE 4/10/2026	
SHEET 5 OF 9	

C5



PROFILE - ADA PATH (STA. 10+00 TO 14+50)



No.	REVISION	DATE	BY

**LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
SECTIONS**

A E ADKINS
ENGINEERING & SURVEYING
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

DESIGNED BY AMB	SURVEYED BY AES	DRAWN BY AMB	CHECKED BY DBS
SCALE SHOWN	DATE 4/10/2026	SHEET 6 OF 9	PROJ. NO. 3522-04

SHEET NUMBER:
C6



STUDY SESSION AGENDA REPORT

May 6, 2026

Agenda Item	IV. Next Steps: Refining the Vision	
Presenter	Jim Bachman	Park Commission Chair
Item Type	Commission Requested <input checked="" type="checkbox"/> Request for Direction <input type="checkbox"/> Information <input checked="" type="checkbox"/>	

SITUATION

At the Strategic Planning Workshop on Saturday April 18, the Commissioners discussed:

- The Commission’s role in City of Ashland governance
- City-wide organization and budget challenges
- Defining the Park Director’s Position
- Vision for the next five - seven years

At the May 6 study session, Chair Bachman will continue the discussion.

PREPARED BY: Rachel Dials, Acting Director

Seven-Year Strategic Statement for 5/6/26 Ashland Parks and Recreation (APRC) Study Session

Introduction: What follows is a summary of my thinking since our Strategic Workshop session. It includes Commissioner contributions gleaned from my notes. This memo is meant to serve as a starting point in the process of examining what **THIS** Commission (APRC) understands to be the course of both the Commission and the Department (APRD) over the seven years beginning July 1 this year. I see two main purposes:

1. It is meant to inform the upcoming biennial budget discussions that will be firming up about this time next year–spring of 2027–for the biennium ending June 30, 2029.
2. Every two years, two or three positions on the Commission go before the Ashland electorate. As some of us leave, and new members join the APRC, I believe that memorializing this Commission's view of the future will serve as a guide for policy implementation after the next Commission takes office January 1, 2027.

As you read the rest of the document, please think about what you want in the Strategic Statement in the following areas. I hope you value this process as much as I do. I'll be asking for an up-or-down vote at our Business Meeting next week (May 13th) which will determine whether to keep this process on upcoming agendas.

Seven-Year Strategic Statement

The Commission's Role in Ashland City Government:

1. We believe that a separately elected APRC developing policy with the agency to implement those policies will best serve the public across our three divisions– Parks, Open Space and Trails, Recreation, and Senior Service.
2. We are committed to working with the Mayor/Council and the City Manager's Office to meet our community members' expectations that our elected government officials are on the same team.

The Commission's Seven-Year Vision for the APRD:

1. Parks, Open Space and Trails

- The main chore for Parks will be scheduling and executing key previously deferred maintenance projects for existing park assets.
- We do not see a need for developing new parks beyond completing the East Main Park.
- We do see the need to build new pickleball courts on the south side of town.
- We also believe that an aquatic center to replace or augment Daniel Meyer Pool ought to be planned and potentially begin construction.
- We stand ready to assist administering Ashland's current and prospective open spaces.
- We are committed to updating the Trails Master Plan and building-out Ashland's trail system as opportunities and funding become available.

2. Recreation

- We believe that the event programming and facility use managed by this division has proven to be a potent economic drivers for Ashland and will remain a priority.
- We also believe that programming recreation activities for all ages enhances the mental and physical well-being of our community and will continue to support expanding those activities.

3. Senior Services

- We understand that Ashland's senior population will continue to grow. We are committed to crafting the most robust palette of senior services—particularly for our most vulnerable seniors—that we can manage within our approved biennial budgets.

Respectfully submitted for consideration by the full Commission,

Jim Bachman
APRC Chair



Date	Agenda Item	Presenter
5/13	Park Commission Regular Business Meeting Council Chamber 6:00 PM	
	Ashland Fish Rehabilitation Project (Information/Action)	Scott Howell
6/3	Joint Session City Council/Park Commission Council Chamber 6 PM	Council Hosts
	CIP Discussion-OKGC Driving Range Update (tentative) (move to 6/10?)	Caldwell/Dials
	Next Steps: Refining the Vision (move to 6/10?)	Chair Bachman
6/10	Park Commission Regular Business Meeting Council Chamber 6:00 PM	
	Park Walk Plaque for Front of Lithia Park (Action)	Gardiner
7/1	NO Study Session in JULY-SUMMER BREAK	
7/8	Park Commission Regular Meeting Council Chamber-6:00 PM-Tentative	
8/5	NO Study Session in AUGUST-SUMMER BREAK	
8/12	Parks/Council Joint Meeting Council Chamber-6:00 PM	PC Hosts
9/2	Park Commission Study Session Council Chamber 6:00 PM	
PC Advisory and Management Advisory Committees		
5/20/2026	Trails Advisory Committee, the Grove 4:15 PM	
7/16/2026	Recreation Division Advisory Committee, the Grove 3:30 PM	
7/13/2026	Ashland Senior Advisory Committee, Senior Center 3:30 PM	
Council Business/Budget Meetings/Commissions		
5/5/2026	Resolution – Pioneer/Community Center Use	CMO
5/19/2026	City Council Bus Meeting – Miscellaneous Fees	Dials
6/3/2026	Joint PC/City Council Meeting Council Chamber 6:00 PM	Council Hosts



Department Work Plan

1. Complete projects identified in the adopted Capital Improvement Plan for FY 26-27
 - Preventative Maintenance Projects
 - Hunter Park – Tennis Court Rehabilitation-**Out to Bid-May**
 - Lithia – Butler Perozzi Fountain Restoration-**In process**
 - ADA Improvements
 - Siskiyou Mountain – Trail Re-route
 - Lithia – Master Plan work plan projects
 - East Main – Phase I development-**Out to bid April/May**
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

APRIL	MAY	JUNE
		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
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 ✓