



General Meeting Agenda

ASHLAND GENERAL REGULAR MEETING AGENDA

Thursday, July 18, 2024

340 S. Pioneer St. Ashland, OR 97520

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes from March 21, 2024
2. Minutes from May 16, 2024 Meeting

III. ADDITIONS OR DELETIONS TO THE AGENDA

1. Agenda Memorandum

IV. PUBLIC PARTICIPATION

V. STANDING REPORTS

1. Recreation Manager
2. Deputy Director

VI. NEW BUSINESS

1. Bylaw Compliance

VII. NEXT MEETING: September 19, 4-5:30pm at 340 S Pioneer St

VIII. ADJOURNMENT by 5:30pm



MINUTES-DRAFT

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

Present: Committee Members: Grimm, Blanton, Lewis. Staff Members: Flora and Dials

Absent: Committee Members: Buck, Bachman

4:00 p.m.

CALL TO ORDER

Meeting called to order by Chair Grimm at 4pm.

APPROVAL OF MINUTES

- Minutes from December 21, 2024 Meeting
 - Motion to approve minutes by Lewis. 2nd by Blanton. All yes.

PUBLIC PARTICIPATION

- Open Forum
 - **Mary Beth-Japanese Garden-Pickleball** noisy-Zen Garden/policy to get there/designated spot/garden/parkway

BUSINESS

- General Recreation Updates (Dials, Flora)
 - Events, AMMF, AFCollective, Bike Sweep, Tennis Tournament, Bird Day, Calle Guanajuato, Grants
- Staffing Updates for Recreation Division Services (All)
 - OA 2 interviews
- Pickleball Policy Discussion and Input (All)- [Pickle Ball Discussion notes](#)

Pickle Ball Discussion notes

Noise: Hours of courts 7am-9pm

- Quieter balls and paddles
 - Testing & Signage
- Starting at 5:30 am/Summer
 - Lock & unlock courts.
- Potential for quiet hours

- Locking
- Are there peak times for pickleball?
- Could there be times when the court is closed?
- Start and end times vary by season.
- Combine efforts w/ Japanese garden locking.

Goals for Survey:

- Hours
- Do you play pickleball?
- Equitable access
- Are you affected by pickleball noise?
- Desirable times to play.
 - Seasons
- Equipment-noise reducing \$
- Demographics-who is playing?
- Open Public Survey
- How the info will be used?
- Short
- Open for a month
- Sign in sheet-Attendance.
 - Time/track usage

Open Play (2-on & 2-off) 8am-11am

- Sign-up sheet
- Different types of hours-more by skill type
- By skill level
 - Different courts for different levels
- Time limits
- Equitable access

Private/Paid/Reserved

- One court for paid play
 - 1.5 hours-if someone has not arrived 15-minute rule.

Other

- More courts in other places-OKGC?
 - Pull energy away from Lithia.
- Pickleball Club-work with them
- Resident/non-resident
- More landscaping around courts
 - Trees/bushes/etc.
- Parking
 - ADA
 - More in general
- Other items from Committee Members (All)

- NONE

Next Meeting May 16, 2024

Meeting adjourned at 5:24pm



MINUTES-DRAFT

ASHLAND PARKS & RECREATION COMMISSION Recreation Division Advisory Committee (R-DAC) May 16, 2024; 4-5:30pm In-person Meeting at 340 S. Pioneer St. Ashland, OR 97520

Present: Committee Members: Buck, Grimm, Dodson, Lewis

Absent: Committee Members: Bachman, Blanton

4:00 p.m.

CALL TO ORDER

Meeting called to order by Chair Grimm at 4pm.

APPROVAL OF MINUTES

- Minutes from March 21, 2024, Meeting
 - Delay vote to July Meeting.

PUBLIC PARTICIPATION

- Open Forum
 - None

BUSINESS

- Appointment of Michael Dotson to RDAC Committee
 - Buck moved to appoint Dotson to the RDAC Committee. Lewis 2nd. All yes.
- General Recreation Updates (Dials, Flora)
 - Staff discussed upcoming events (AWMF, AFC Concerts, Pool Schedule. Pool is opening soon with a soft opening of June 4th. Dive into Diversity event on June 7th. Ice Rink discussion on the replacement of the Chiller and carbon reduction.
Staffing Updates-OA II Position was changed to an Admin Assistant, working with the HR Department.
Interviews soon.
- Staffing Updates for Recreation Division Services (All)
 - OA 2 interviews
- Pickleball Policy Discussion and Input (All)- [Pickle Ball Discussion notes](#)
 - Based on the feedback from the March meeting staff created a DRAFT survey. RDAC members gave feedback on the
 - Ron Owens and Cori Frank spoke on behalf of the Ashland Oregon Pickleball Club and gave their feedback on the survey.
 - Based on the feedback staff will be working towards posting a survey and QR code for the survey soon.
- Other items from Committee Members (All)

- NONE

Next Meeting July 18, 2024

Meeting adjourned at 5:21pm

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:

Rick Landt

Jim Bachman

Justin Adams

Jim Lewis

Stefani Seffinger



Rocky Houston

Director

STAFF MEMORANDUM

TO: Recreation Division Advisory Committee (RDAC) Members

FROM: Lonny Flora, Recreation Manager

DATE: 7/15/2024

SUBJECT: RDAC Regular Meeting Agenda

The RDAC Committee Regular Meeting Agenda will include the following items:

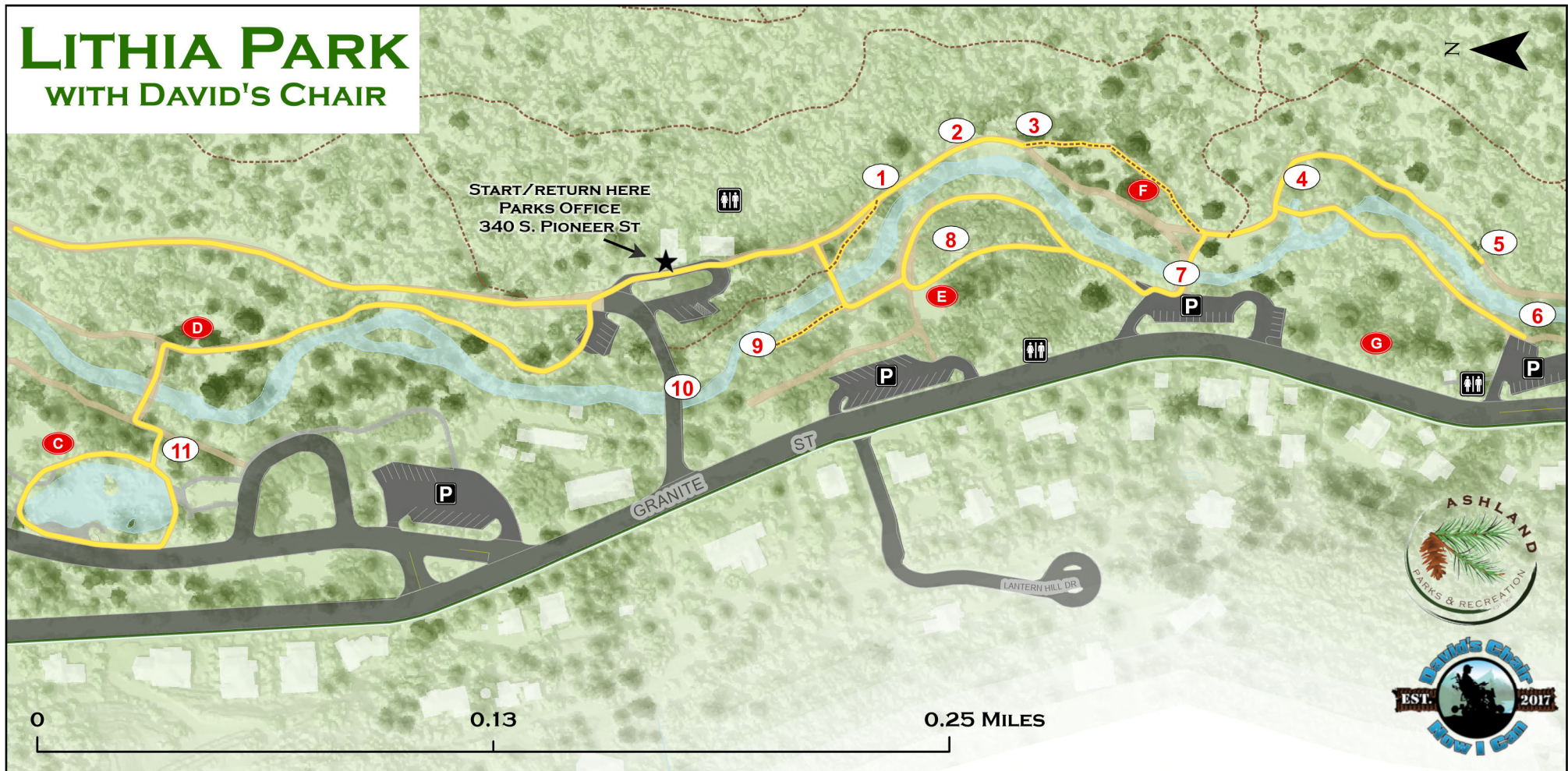
Approval of March and May Meeting Minutes – Committee members will review and approve minutes from previous meetings.

Standing Reports – Deputy Director Dials and Recreation Manager Flora will update members on current information surrounding Recreation Division programs and operations. Topics will include updates on implementation of the David’s Chair program, new City website and public meeting information, community surveys, staffing, and recreation facilities.

Bylaw Compliance –City of Ashland Administration has been leading efforts to support staff liaisons responsible for advising Council, Ashland Parks and Recreation Commission, and subcommittees. These efforts include ensuring public meeting laws are upheld. The Recreation Division Advisory Committee will review current bylaws and staff will recommend any actions needed to ensure compliance.

LITHIA PARK

WITH DAVID'S CHAIR



MAP KEY

- ★ Start - ADA Parking, chair can be used on pavement, avoid 0° degree turns
- ⚠ 1. Large boulder in the middle of trail intersection, easily avoided
- ⚠ 2. Narrow bridge - slow, use caution & awareness of track width
- 3. Firepit/Picnic Area
- 4. Firepit
- ⚠ 5. Large boulder blocking access, turnaround
- ⚠ 6. Turnaround area by restroom, trail inaccessible after this point
- 7. Chair crosses pavement in the parking lot to get back on trail
- ⚠ 8. Concrete platform lookout, use caution to not go over edge
- 9. Trail ends @ Picnic Area, turnaround
- 10. Chair unable to cross road due to curb
- 11. Chair uses concrete path around the pond

- Recommended Route
- Paved Road
- Paved Walkway
- Natural Surface Walkway
- Park Trails
- Restrooms
- Parking

RESERVATION SITES		CAPACITY	ELEC	TABLES	WATER
A	Butler Bandshell	350	NO	NO	NO
B	Sycamore Grove	150	NO	NO	NO
C	Lawn Below Upper Duck Pond	150	YES	NO	NO
D	Madrone Picnic Area	75	NO	YES	NO
E	Cotton Memorial Area	250	YES	YES	YES
F	Hillside Picnic Area	65	NO	YES	NO
G	Root Memorial Area	60	NO	YES	NO



Ashland Parks and Recreation Commission

Recreation Division Advisory Committee

Bylaws

Overview

The Ashland Parks and Recreation Commission (APRC) established the Recreation Division Advisory Committee (RDAC) on August 26, 2019.

ARTICLE I. NAME OF ORGANIZATION

The name of this committee shall be the Recreation Division Advisory Committee (RDAC).

ARTICLE II. PURPOSE

RDAC's purpose is to advise the APRC on matters related to the Recreation Division programs and services and to coordinate with the APRC Director and the Deputy Director on matters related to the general operations, quality, promotions, diversity, equity and inclusion practices and programming.

ARTICLE III. MEMBERSHIP

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 minimum of two (2), maximum of four (4) in each category
- Two (2) Ashland Parks and Recreation Commissioners

RDAC members are appointed by the APRC chairperson with recommendations coming from the RDAC committee. The term of each program participant and community partner member will be three (3) years, with no member serving more than two (2) consecutive terms unless a quorum of the committee approves an extension. If a position is vacated mid-term, the APRC chairperson will appoint a member for the unexpired term of that position; if there is less than one year remaining in a vacated term, the new member's term will be for the remainder plus three years.

Because membership on the APRC changes with each election, Commissioner members do not have a fixed term and may be reappointed or changed at discretion of the APRC Chair.

See Addendum A for initial term end dates. A roster of members and initial appointment dates is maintained outside of the bylaws.

Members are expected to attend and actively participate in meetings and working groups. Members shall notify RDAC 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 so that someone with more availability may participate.

ARTICLE IV. MEETINGS OF MEMBERS

RDAC shall meet every other month, or more frequently as decided by a simple majority of committee members. 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 at least half plus one of the current appointed members. All issues to be voted on shall be decided by a 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 RDAC meetings and communications will comply with the Oregon Public Meetings Law (ORS 192.610 to 192.690).

ARTICLE V. OFFICERS

Each year, RDAC will accept nominations and elect a chairperson and vice-chairperson by simple majority vote of members present at a meeting. There is no term limit on either chair or vice-chair. Elections will be held at the last meeting of each fiscal year (prior to the 30th of June).

APRC Commissioners and staff cannot be in a Chair or Vice Chair position.

ARTICLE VI. STAFF

The Deputy Director and/or APCR Director, or designated representative, will attend and assist in the planning, advertising and management of RDAC meetings.

ARTICLE VII. CONFLICT OF INTEREST

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

ARTICLE VIII. MINUTES

RDAC 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 Deputy Director and/or designee, RDAC shall present a yearly report at a regular public meeting of the APRC.

ARTICLE X. DISSOLUTION

By motion of the APRC, RDAC may be dissolved or merged with another similar committee conducting substantially the same activities.

ARTICLE XI. AMENDMENTS

RDAC 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 APRC.

ADOPTION OF BYLAWS

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

Mike Gardiner, APRC Chair

ATTEST: Michael Black, APRC Director



Ashland Parks and Recreation Commission

Recreation Division Advisory Committee

Bylaws Addendum A: RDAC Term End Dates

Position	Representing	Date appointed	Current Term Expires	2- term limit
1.	Program Participant		Sept 2024	1 st
2.	Program Participant	11/25/19	Sept 2022	1 st
3.	Program Participant	11/25/19	March 2023	1 st
4.	Community Partner	11/25/19	March 2024	1 st
5.	Community Partner	11/25/19	March 2023	1 st
6.	Community Partner	11/25/19	Sept 2022	1 st
7.	Community Partner	11/25/19	Sept 2023	1 st