Parks & Recreation Commission Meeting Agenda

ASHLAND PARKS & RECREATION COMMISSION
STUDY SESSION MEETING AGENDA
Wednesday, September 2, 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. **DANIEL MEYER MEMORIAL POOL PROPOSED CAPITAL IMPROVEMENT PROJECT FY27-29**

IV. **LOOKAHEAD REVIEW**

V. **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 number1-800-735-2900). 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

www.AshlandParksandRec.org
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STUDY SESSION
AGENDA REPORT

September 2, 2026

Agenda Item	Daniel Meyer Memorial Pool Proposed Capital Improvement Project for FY 27-29	
Presenter	Lonny Flora	Recreation Supervisor
Item Type	Commission Requested ☐ Request for Direction ☒ Information ☒	

SITUATION

The Daniel Meyer Memorial Pool (DMP) was built in 1984 and is now 42 years old. Outdoor public pools typically have a useful lifespan of 30 to 50 years, usually requiring major improvements after 20-30 years to remain operational. Due to its age, frequent failures and ongoing repairs of the pool pump equipment DMP has experienced significant operational challenges and increasing expenses. These issues make it difficult to meet state Health Authority requirements while demanding increasing amounts of staff time and resources.

Currently a new public aquatic facility in Ashland is not on the horizon and the summary comments coming out of the City of Ashland strategic plan is for Parks to maintain current assets. To maintain aquatic service levels, staff recommend investment in pool equipment upgrades to extend the life of the pool.

BACKGROUND

To operate a public pool facility, chemical water treatment must satisfy strict state and national requirements. The Oregon Health Authority (OHA) mandates that a residual disinfectant always be present in public pool water during operation. DMP uses chlorine due to its efficacy, low cost, and simple storage requirements. Bromine is another residual disinfectant chemical for public pools but is quickly degraded by UV rays and not a recommended choice for outdoor pools.

To prevent public health issues, pool water must be continuously recirculated through a filtration and sanitation system. This system disinfects the water and introduces stabilizing chemicals to make pool water safe for swimmers. DMP currently relies on the following components to maintain water quality and circulation:

- **Sanitation System - Liquid Chlorine**: Fed through a peristaltic pump system for primary disinfection.

- **Sanitation System - Muriatic Acid**: Injected to lower and balance the pH levels raised by the liquid chlorine.
- **Sanitation System - Additional chemicals**: Sodium bicarbonate to raise alkalinity if needed, cyanuric acid to protect chlorine from UV rays.
- **Circulation System**: A single 10HP pump that drives water continuously through the entire system.
- **Filtration System - Sand Filter**: A large filtration unit that removes organic matter from the treated water.
- **Filtration System - Backwash System**: Clears filtered organic materials out of the system and into the sewer.
- **Heating System - Gas Boiler**: Maintains pool water within an acceptable, regulated temperature range.

Throughout its operational life, the DMP has experienced mechanical failures typical for its age. This has required repairs to maintain mandatory water treatment standards. This chronic equipment degradation complicates operations, increases staff labor hours, and impacts resources. The following summary lists events, subsequent repairs, and "workarounds" that have contributed to how the system functions today.

- **Pre-2012 (Backwash System Failure):** The semi-automated backwash system suffered a permanent failure. Staff must now manually backwash the sand filter system to clear filtered organic matter into the sewer system.
- **2012 & 2018 (Sand Filter Media Cleaning and Replacement):** The sand filter media needs to be removed and replaced periodically. In 2012, it is believed that all sand filter media was removed and replaced. This required manual removal of over 40 cubic feet (over 13 cubic yards) of sand filter media through a small porthole in the filter. In 2018 staff removed a small portion from the top and replaced media to improve filtering needs. The porthole seal is showing signs of wear and tear.
- **2012–2013 (Control Panel Operational Deficiencies):** Staff experienced ongoing difficulties calibrating an automatic control system with the sensors to operate components to keep within required chemical reading ranges. Consequently, automated chemical adjustments were discontinued in favor of manual operations. The controller has since had a total component failure providing no chemical level or water temperature readings.
- **2013 (Solar Heating Decommissioning):** Wooden shade structure that held solar-heated tubes for water had to be removed for safety. The tubes could not be replaced and put back in use. This decommissioning shifted the facility's entire water heating load onto the gas-fired boiler to maintain temperatures.
- **2013 (Sanitation Modification):** Staff removed a failing chlorine erosion feed system. They replaced it with a liquid chlorine peristaltic pump system to meet state residual disinfectant requirements.
- **2014 (Decommission of Wading Pool):** The removal of the wading pool was advised by both county health inspectors and a facility assessment by Robertson-Sherwood

Architects and Systems West Engineers, Inc. The wading pool was tied into the main pool circulation and as a result it posed a threat to public health.

- **2019 (Main Pump Emergency Retrofit):** The primary pool pump failed days before the seasonal opening of the pool. Staff executed an emergency retrofit using a spare pump sourced from the Lithia Park duck ponds. This temporary hardware remains in use today.

Other changes affecting DMP's pool and pump room equipment use:

- **2015 (Removal of University Competitive Pool):** Southern Oregon University elected to remove and not replace a competitive pool that was relied on by local teams for competitive use. This eventually changed the use of the Daniel Meyer Pool to almost year-round use including ongoing water disinfection that also requires maintaining a pool temperature typically around 80 degrees for the stability of water chemistry.
- **2023 (New PVC Pool Liner):** After experiencing multiple seasons of tiles and rupturing blisters of pool liner, the Park Commission approved capital improvement funding for a PVC pool liner. The liner is designed to seal the pool shell from water intrusion that was threatening the structural integrity of the pool. This liner is still under warranty through the end of 2033 and is functioning as designed with no evidence of failure or damage.

ASSESSMENT

Maintenance and repair of DMP pool circulation and water treatment equipment have created an inefficient system of components that requires an increasing number of staff hours to maintain operations at the pool. The system plumbing includes abandoned loops and areas that are difficult for operators to access. Many parts of the pool pump system have outlived their useful lifespan and become ineffective to meet commercial operation standards. The failure of any pool pump system would cause immediate closure to the pool. This would exclude the heating system if water temperatures stayed within a range that wouldn't adversely impact chemical treatment of the pool.

Staff have reviewed the conditions of the pump room equipment with Oregon pool industry experts and operators including on-site visits. Recommendations include a redesign of the circulation and filtration system which will improve safety, resource conservation, and efficiencies that require less staff time.

The process of replacing the pump will require a design phase to map out the entire project.. Consultants specializing in aquatic systems will help address decommission and removal of old equipment, create bidding documents to meet the needs of the facility and procurement laws, help address all OHA code compliance requirements including permitting of pool pump upgrade plans, and oversee the construction phase including set-up and training staff.

The breakdown of issues with the current pump system and replacement options are:

- ***Circulation System***

  Current condition: The retrofitted duck pond pump is not designed for pool use. The pump runs at full capacity 24/7 except when turned off for backwashing or major repairs. Failure of this pump would force a complete shutdown of the pool.

  Replacement Option: Modern pools utilize a variable frequency drive pool pump system. When the pool is in regular or peak usage, the pool pump will increase flow rates to meet the demand based on bather load and chemical readings. This function can be manually adjusted but is more efficiently adjusted by an automatic control system.

- ***Filtration System***

  Current condition: The large sand media filter needs replacement. Service and continued use of the filter would require hours of manual labor to slowly remove old filter media and replace it. Due to the leaking apparent around the access port, continued manual service of the filter could result in failure of the porthole cover and force a pool shutdown until repaired or replaced.

  The button operated backwash system no longer functions as designed. To complete a backwash of the system, an operator must first shut down the main pump and close valves to isolate the filtration system. The backwash process includes cleaning the primary filter basket to remove large material before entering the filter. Opening the filter basket cover results in water flowing out of the pump system and on to the ground of the pump room. The operator must maneuver through narrow passage between pipes to manually operate a valve reversing the flow of water to clear residues, dirt and other infected organics from the filter and into the sewer system.

  Replacement Options: Modern regenerative pool filters use synthetic dichotomous earth (D.E.) panels to quickly and efficiently filter disinfected water from sanitized organics. Replacement of filter media requires simple replacement of D.E. media into the filter after used media is backwashed from the system. This type of filter processes water much faster than traditional sand filtration. This improvement reduces heat loss and significantly improves energy efficiency. The footprint of this filter is much smaller, allowing more space in pump rooms to separate chemicals and improve safety.

- ***Sanitation System***

  Current condition: Liquid chlorine and muriatic acid are delivered through a peristaltic pump with a simple automated controller that does not allow remote management. Staff must travel to Medford to pick up and transport chlorine and acid to the pool. The containers are heavy and present ergonomic concerns for staff in transporting that includes going up a steep ramp and down steps to the pump room. Liquid chlorine also has a shelf life and will degrade over time, reducing its effectiveness as a disinfectant. The muriatic acid is a very corrosive liquid requiring careful handling and isolation in a separate room from other chemicals with tubing traveling to the chemical feed pump.

  Replacement Options: A Calcium Hypochlorite chlorine feed system will allow for an increase in storage capacity of chlorine tablets or granules that are more stable and retain effective disinfectant properties longer than liquid chlorine. It will also include delivery of chemicals directly to the pool site from a selected supply company.

  CO2 gas is a popular option to help regulate pH levels of pool water and remove the need for handling and storing muriatic acid. As an added benefit, CO2 also reduces the need for adding sodium bicarbonate to the system. A CO2 service provider would provide tanks and systems for delivery further reducing staff time dedicated to managing chemicals and improving safety. Additional chemicals required to keep water chemistry balanced would be available, including a dry acid delivery system that includes on-site delivery of a more stable product stored at the pool for managing pH levels.

- ***Automated Control Panel***

  Current condition: A Chemtrol brand automatic control panel is outdated and no longer usable.

  Replacement Options: Modern automatic control panels allow pool operators to program chemical levels, pool temperature, and other pump equipment functions on a schedule to keep disinfectant systems operating efficiently.

  Many panels offer remote monitoring capabilities for operators to be alerted of issues with pool chemistry through mobile applications. This reduces the amount of time staff spend responding to changes in chemical levels and direct contact with chemicals in the pump room. Staff would be able to dedicate more time to other responsibilities with less manual operations and management of pool chemistry.

- ***Additional Components/Pump Room Safety***

  Current condition: The pool pump room is organized inefficiently and presents challenges for staff to operate. The energy used to operate a pool is partially dependent on the complexity and distance of piping. Multiple repairs over the years have decreased the efficiency of the system, putting more pressure on the pump and filtration system. The backwash system requires staff to navigate through and under narrow pipe runs. Flow meter gauges are difficult to access and create safety concerns navigating around equipment. Storage of chemicals and testing equipment is primarily on plastic portable shelving that could allow interaction between reactive chemicals if not spaced appropriately.

  Replacement Options: Reconfiguring the pool pump equipment to maximize efficiency of the disinfection and filtration of water will also help conserve water, use less energy, and improve the safety for operators in the pump room. Additionally incorporating storage shelving specifically designed to isolate specific reactive items and store other required tools and testing equipment in a safe manner will improve overall operational efficiency.

Summary

Item #7 of the FY 26–27 Department workplan calls for developing a funding strategy for future capital projects, specifically the Pool Replacement Project. Because replacing the Daniel Meyer Pool is not slated for the next two years, maintaining the facility at its current location and updating its equipment as outlined in this memo is a critical next step.

With Commission direction, staff would bring back a DRAFT Capital Improvement Plan for FY 27-29 that includes an equipment replacement project and funding strategy in the amount of $400,000 for the Daniel Meyer Pool as part of the upcoming budget process.

FINANCIAL CONSIDERATIONS

Initial estimates for design, equipment and parts, and a complete project plan including labor are approximately $400,000.

DISCUSSION QUESTIONS OR SUGGESTED NEXT STEPS

What other information does the Commission need at this time in order to add this project in the amount of $400,000 to the DRAFT Capital Improvement Plan (CIP) for FY 27-29 .

POLICIES, PLANS & GOALS SUPPORTED

Biannual 27-29 budget process & Capital Improvement Plan

Department Work Plan: Develop funding strategy for future capital projects, specifically:

- Pool replacement project

ATTACHMENTS

None

PREPARED BY: Lonny Flora, Recreation Supervisor

Date	Agenda Item	Presenter
9/9	Park Commission Regular Meeting Council Chamber 6:00 PM	
	Parks Fee (Information)	Rooklyn
	Proposed Lithia Park East Hillside Mountain Bike Trails (Potential Action)	Dials
10/7	**Park Commission Study Session Council Chamber 6:00 PM**	
	East Main Street Community Park Playground Concept Plan & Discussion	Dials
	Mimsy/Alice in Wonderland Trail Reroute Proposal	Dials/Heycke
	Lithia Pavillion (New Ice Rink) Update & Concept Plan Discussion	Parks Foundation
	CIP 27-29 Discussion (tentative)	Dials
10/14	Park Commission Regular Meeting Council Chamber 6:00 PM	
	Mimsy/Alice in Wonderland Trail Reroute Proposal (Action)	Dials
11/3	Joint City Council/Parks Commission Meeting Council Chamber	Council Hosts
11/4	Parks Regular Commission Meeting Council Chamber 6:00 PM	
	CIP 27-29 (Potential Action)	Dials
12/2	Park Commission Regular Meeting Council Chamber 6:00 PM	
	IPM End of Year Report (Jan-Dec 2026) (information only)	Caldwell
	Ashland Parks Foundation Annual Report	Gardiner
	The Freshwater Trust Herbicide Report and Waiver Request	Freshwater Trust
	Proposed 2027 Park Commission Meeting Schedule	Dials
	Commission Topics to be Scheduled	
	CIP- Pickleball Courts & Lithia Ice Rink Pavillion, Butler Perozzi ADA, NEW CIP for next Biennium	Dials
	Winburn Way pedestrian walkway, Japanese Garden & Butler Perozzi ADA	Caldwell/Dials
	Lithia Park Ice Rink Pavillion-Progress Report and Next Steps	Parks Foundation
	Advisory Committees to MAC's	Dials
	City Strategic Plan Update	Dials/Rooklyn

PC Advisory and Management Advisory Committees	
10/15/2026	Recreation Division Advisory Committee, the Grove 3:30 PM
10/12/2026	Ashland Senior Advisory Committee, the Senior Center 3:30 PM
9/16/2026	Trails Advisory Committee, the Grove 4:15 PM

Council Business/Budget Meetings/Commissions		
9/14/2026	Funding Info Regarding Parks Programming and Cost Recovery (Parks Fee) Public Hearing	
9/15/2026	Public Hearing and 1st Reading of Utility Bill Ordinance	
9/16/2026	Strategic Plan Engagement and Result Overview	
10/5/2026	Budget Direction and Priorities for BN 27-29	Finance/CMO
10/6/2026	Parks Fee Resolution	
10/19/2026	Budget Retreat	
11/3/2026	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 – In process
   - Lithia – Butler Perozzi Fountain Restoration - In process
   - ADA Improvements – In process
   - Lithia – Master Plan work plan projects
   - Hunter Park – Tennis Court Rehabilitation – In process
   - Irrigation Controllers - Done
   - Siskiyou Mountain – Trail Re-route
   - East Main St. Park – Phase I – Street improvements completed
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 – In process
   - 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)

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2026

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 ✓
APRIL	**MAY**	**JUNE**
		Senior Services Cookout with APD ✓