AGENDA FOR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
June 12, 2024
Council Chambers – 6:00 PM
1175 E Main Street

To attend the meeting or to provide public input, see public participation instructions on page 2.

Executive Session Immediately after the regular meeting
Pursuant to ORS 192.660(2)(e) to deliberate with persons designated by the governing body to negotiate real property transactions.

I. CALL TO ORDER

II. APPROVAL OF MINUTES

a. APRC March 13, 2024 Business Meeting

III. ADDITIONS OR DELETIONS TO THE AGENDA

IV. PUBLIC FORUM

V. CONSENT AGENDA

a. Approval of Ashland Senior Advisory Committee (ASAC) Minutes January 8, 2024
b. Approval of ASAC Minutes March 11, 2024
c. Recreation Division Advisory Committee (RDAC) New Member Approval
d. Approval of Public Arts Advisory Committee (PAAC) Crosswalk Selection Committee Members

VI. DIRECTORS REPORT

VII. BUSINESS

a. Herbicide Use on City-Contracted Lands (Action)
b. Public Art in Ashland Parks Review Process (Action)
c. Final Review and Approval of Lithia Park Master Plan and Addenda (Action)
d. FY 24 Third Quarter Financial Update (Information)
e. APRC Biennium Goals: Accomplishments and Deliverables FY 24 (Information)

VIII. ITEMS FROM COMMISSIONERS/STAFF

a. Commissioner Liaison Report

IX. UPCOMING MEETING DATES

a. ASAC Meeting July 8, in Person at the Senior Center, 3:30 PM
b. APRC Business Meeting July 10, in Person at Council Chambers 6:00 PM
c. RDAC Meeting July 25, in Person at Lithia Cabin, 4:00 PM

X. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number (800) 735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I). Parks Commission meetings are broadcast live on Channel 9, or on CHARTER CABLE CHANNEL 180. Visit the City of Ashland's website at ashlandoregon.gov.

Public Participation Instructions

This meeting will be held in-person in Council Chambers 1175 E. Main St. Those who wish to provide oral testimony must attend the meeting and fill out a speaker request card. The public can view on Channel 9 or Channels 180 and 181 (for Charter Communications customers) or live stream via **rvtv.sou.edu** - select RVTV Prime.

Written testimony will be accepted via email sent to nancy.mero@ashlandoregon.gov. Please include "**Public Testimony**" in the subject line. Written testimony submitted the Tuesday before the meeting by 11:00 am will be made available to the Parks Commissioners before the meeting. All testimony will be included in the meeting minutes
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MINUTES FOR REGULAR BUSINESS MEETING
ASHLAND PARKS & RECREATION COMMISSION
March 13, 2024
Council Chambers – 6:00 PM
1175 E Main St

Present: Commissioners Bachman, Landt, Seffinger, Lewis, Adams, Interim Director Eldridge, Deputy Director Dials, Parks Superintendent Caldwell, Senior Services Superintendent Mettler, Recreation Manager Flora, Executive Assistant Mero
Absent: None

I. CALL TO ORDER

Bachman called the meeting to order at 6:00 PM. Noted the Executive Session to deliberate with persons designated by the governing body to negotiate personnel matters just finished. No action taken.

II. APPROVAL OF MINUTES

None

III. ADDITIONS OR DELETIONS TO THE AGENDA

IV. PUBLIC FORUM

No general forum. Three speakers would like to speak on the Tennis agenda item.

V. CONSENT AGENDA

None

VI. DIRECTOR'S REPORT Interim Director Eldridge

1. Citywide efforts:
   - City and APRC undergoing a Citywide facilities conditions assessment. All buildings are being inspected by consultants. They will provide in-depth details on conditions and evaluate future facilities' needs. Superintendent Caldwell is working with Public Works to facilitate the assessment of Parks' facilities.
   - The Diversity Equity and Inclusion (DEI) assessment is complete, final report due at end of March. Commissioners are invited to a joint session with City Council (CC) at their April 1 meeting to receive the results of the DEI assessment.
2. Hiring news:
   - Office Asst. II position for the Recreation Division was posted and has just closed. Staff is reviewing applications and hope to interview in the coming weeks.
   - Offered Sr. Admin Analyst position to first-choice applicant and he accepted. Will start Monday March 25.

3. Parks, Trails, and Open Space Map was unanimously approved by CC. Will be adopted into the Ashland Comprehensive Plan.

4. March 5 Senate Bill 1576 passed the House. The bill gives the legislature time to draft long-term changes that will help protect public and private landowners from lawsuits over Recreational Immunity. Eldridge is working with the City legal team on potential adds to the City Municipal Code that would give further protection from claims of injury on Parks/City land.

Bachman added: Bill 1576 also passed the Senate and is sitting on the Governor's desk.

5. Ashland Rotary Centennial Ice Rink (Rink) is closed for the season. Cover has been taken down. Rec Manager Flora provided some preliminary expense/revenue numbers. Flora will give a more in-depth presentation on the Rink at a future meeting.

6. Summer Playguide is out and will be mailed to households by the end of March.

7. Senior Services Division
   - New classes: Healthy Brain and Aging and Write Your Memoir. Classes are consistently full with waiting lists.
   - Senior Services Superintendent Mettler has been voted in as a member of the Ashland Community Food Bank Board.
   - Chairs placed in Lithia Park as part of the Conversation Clusters program have been removed. Some chairs were damaged and others were even found in Lithia Creek.

8. Daniel Meyer Pool Update: Commissioners had asked staff to explore making the pool a year-round facility by adding a cover and to get an updated cost estimate. Staff recently met with consultants Robertson Sherwood to compile a list of items needing to be addressed. Contract with Robertson Sherwood has expired. Needs to be renewed or a search for a new contractor begun.

9. East Main Park Update: Working on behind-the-scenes issues including: a plot line adjustment with Jackson County; close on purchase of 1 acre addition; and application made for annexation into the City of Ashland.

10. Oak Knoll Golf Course (GC):
    - Much staff time has been spent on negotiating a contract with Golf Automation (GA) to have them manage the GC. Ultimately it was concluded that the parties were too far apart and that APRC's financial concerns were not being adequately addressed. In collaboration with City Finance, Manager, and Legal, the GC contract negotiations were terminated.
    - Parks staff are working with Public Works on the installation of a large flow water meter and a new connection to the potable water system at the GC. This allows bypassing the retention pond and getting accurate meter readings of potable water use.

11. Trail Day on Mimsy: This past Sunday, Open Space and Forestry supervisor Minica secured the use of a soil compactor to assist Rogue Valley Mountain Bike Association volunteers with trail work on Mimsy trail. Parks' Tech Skates was on hand to run the compactor.

<u>Questions/Discussion</u>
Adams: For the Rink, how did 2023/24 revenues and expenditures compare to budgeted?
Eldridge: Clarified what Adams was asking. Doesn't have the numbers in her head. Will address later during Financial Update.
Adams: "Pool cover" makes him think of a cover that rolls across the pool. Suggests using "pool housing" instead.
Dials: Can get the numbers for Adam's first question about the Rink from Flora's upcoming presentation.

VII. BUSINESS

a. Ashland Forestlands Climate Adaptation Project Final Update (Information) Forestry Officer Chris Chambers

Climate change is drastically changing our forests. Our practices also have to change. Drought, extreme temperatures resulting in disease and death, fires, and the Bark Beetle are killing trees. Well over 30% or 300 trees in Siskiyou Mountain Park (SMP) are showing signs of dying or are dead. Projection shows that Douglas Fir will not be able to survive. (Currently the dominant tree in SMP)

Questions/Discussion

Adams: What are reasonable expectations for the duration of trail closures outside of SMP?

Chambers: Best case scenario for busiest trails in that area is two to three weeks. They have taken steps to work as quickly as possible in that area.

Adams: Is there a plan or line item in the budget to mitigate impacts on trails of damage from felled trees?

Chambers: He has $50,000 in the budget for that on the watershed side. Lomakatski has $100,000 in their budget on the SMP side. Every trail will need to be walked out and assessed for hanging branches, hazards, etc. Will lean some on Rogue Valley Trails Association and other groups to look for issues. Will also work with supervisor Minica and the Parks open space/forest staff. Asking tree fallers to cut trees so they fall away from the trails.

Adams: People are asking him, why March 26 and not November 1?

Chambers: Helicopter companies are scarce in the Pacific Northwest. Timberline Helicopters happens to be working in the Applegate until the end of March and they have time. Also, the felled lumber is worth more now than it will be later. Want to be fiscally responsible. Could recoup $500,000 to $600,000 by picking up and selling the lumber now.

Lewis: Commissioners received several letters from concerned citizens on the habitat issue. Glad Chambers touched on that. If the work is done soon will there still be some market for the felled lumber?

Chambers: Waiting on a bid from a mill. If no mills bid, will have to delay the project, start over.

Lewis: Will reductions have to be done again?

Chambers: Likely yes. Will have to make assessments following Phase I. Have to develop a planting and revegetation plan. They will try new species of trees, reassess, work with experts, etc. Maybe try prescribed burning. Pretty much guaranteed there will be future conversations.

Seffinger: People are concerned about nesting. You are saying this work has to be now?

Chambers: Ideally, we wouldn't do this type of work now, but we are forced into a corner. Must do it before fire season/summer. Wildfire safety was the citizens' top priority for the current Biennium. Helped to drive the decision of the timing for this project. Can try to fell trees away from other trees that have nests in them. Once the helicopters begin work nesting disruption is unavoidable. Regrettably.

Seffinger: Will planting for diversity start sooner rather than later? Are you looking at trees that don't need as much water like Madrone?

Chambers: Have been working at decreasing the density in SMP by using prescribed fire and light thinning of trees. For replanting, looking mostly at pines and planting them farther apart.

Landt: Question about point #2 in the Memo regarding holding field trips with APRC staff and Southern Oregon Land Conservancy (SOLC) for feedback. "No significant changes were made." What does that mean?

Chambers: Sample marking of trees had been done. When looked at, there was no decision to cut more or less than what was proposed.

Landt: Did you get feedback from staff or SOLC regarding their concerns for wildlife?

Chambers: Yes. SOLC sent the publication on Fisher population. Information being integrated into the project. Will leave behind good habitat. Will incorporate additional input where possible.

Landt: Has SOLC given written approval for this plan?

Chambers: As far as I know. MOU needs to be updated. I don't know if it's required.

Landt: Not referring to an MOU, referring to the conservation easement. SOLC approval is required. Needs to be done in writing.

Chambers: Will make sure to get it done.

Landt: Some ecological issues are taking a backseat to human needs, and I find that regrettable.

Chambers: Indeed, it is. Received letters of concern over fire safety from two neighborhoods near SMP. Chose to prioritize fire safety, though not to the exclusion of habitat.

b. Q2 FY24 Financial Update (Information) Interim Director Eldridge

Second quarter of fiscal year 2024 runs from 10/1/2023 to 12/31/2023. Seasonality affects spending levels. Coming out of winter, a slower season, so lower spending is expected. APRC spending is on target for the fiscal year at 44.1%. All of our cost savings have been derived from staffing vacancies. Currently hiring many new staff. Have filled 29 out of 34 FTE positions so personnel expenses will be going up.

Material and Services budget is extremely tight. APRC is or appears to be underfunded in:

- Vandalism/theft repairs/replacements to facilities: Have had some costly repairs due to vandalism.
- Seed and fertilizer: Cost of these materials has skyrocketed.
- Professional services: HR now requires temps to be hired through Express. 40% more expensive than hiring through HR.
- Open space forestry and weed abatement: A constant challenge as trails need to be cleared of fallen trees and noxious weeds take hold. Having to hire contractors for large projects such as removing dead trees from the Liberty Street property.
- Staff training: Very low budget for staff development and training.
- Marketing and promotion: Parks used to have a position specifically for marketing and promotion. Loss of that position has affected revenues.

<u>Revenues:</u> Revenues remain low in most areas due to lack of marketing/promotional staff and highly subsidized fee structures. Superintendent Mettler is heading up the miscellaneous fees update for this spring. Each year City Council reviews the fee book - essentially how much people are willing to pay for facility rentals, etc. Mettler will work with Parks staff to determine if we can reach cost recovery on some of the incredibly low fees. Perhaps a tiered non-profit fee rate. We continue to work with Finance on these issues. City has hired a limited duration Economic Development Advisor who might offer ideas with potential for increasing revenues. Also, City Finance Director Berry is leading a citywide revenue study that may inform APRC practices and goals.

<u>Capital Improvement Program (CIP):</u> As of 12/31/23, Parks CIP Fund had ~$3.6M. Roughly $730 K spent in FY24 to date primarily on Daniel Meyer Pool liner replacement, system-wide irrigation improvement, East Main Park planning, and real estate transactions and expenses.

Eldridge displayed graphics for Expenditures and Revenues

Bachman: Clarified that the numbers on the revenues graph are only half of the total projected revenues as there are still six months to go.

<u>Questions/Discussion</u>

Bachman: If we underbudgeted for temps because we didn't know we were going to be using Express at an increased cost, that was a budgeting problem, not a spending problem.

Eldridge: The decision to use Express happened after the BN budget was made.

Bachman: This will be corrected in the next budget cycle.

Eldridge: Correct.

Bachman: As FTE positions are filled, will fewer temps be needed?

Eldridge: Hiring the OAII position will eliminate two part time temp positions. Talked with City Manager and HR. Except for ice rink and pool all temps will be hired internally through HR. Some savings there.

Eldridge: Revenues down in part because we no longer have a marketing/promotional staff member.

Landt: Parks Maintenance Agreements. Why so low?

Eldridge: With all the staff turnover they were missed. Working on making sure they are received.

c. Draft Resolution Authorizing APRC to Apply for a Local Government Grant from the Oregon Parks and Recreation Department (OPRD) for Rehabilitation of Hunter Park Tennis Courts (Action) Interim Director Eldridge

<u>Public Comment:</u>

Bachman called speakers to the podium two at a time, asked them to state their name, place of residence, and to limit their comments to two minutes.

- Dave Ferguson: Moved to Ashland 8 years ago in part because of Hunter Tennis Courts. Welcomed by the tennis community. In addition to health and fitness Hunter Park tennis courts offer community. Members of this community, some in their 80's, braved the heat and volunteered to plaster cracks in the courts. Didn't last long, had to be resurfaced. This was not the correct maintenance of the asset – cracks appeared right away. Recommends choosing the rehabilitation plan that will last longer.
- Jen Sturges: Lived in Ashland since 1976. Plays with the Senior group. Used to play for SOU and played in several Big Al's tournaments. Strongly advocates for long-term resurfacing of the courts. Embarrassing when tournaments are played at Hunter and someone's toe gets caught in the cracks. Dandelions are growing in the cracks, too. Hunter courts are all that are left. Talent courts closed, Helman school courts closed, Lithia Park courts were converted to pickleball courts, SOU courts are gone, and machinery is being parked on the old SOU courts. Tennis is still very popular. People are coming from Jacksonville to play Hunter courts. Tournaments and Jacksonville folk coming to Ashland to play Hunter courts can bring in revenue.
- Martin Stadtmueller: Lived in Ashland for 12 years or so. Coaches Ashland High School tennis teams. The Grizzlies hold all their practices and tournaments at Hunter Park. Concerned that we used to have 24 courts and are down to 7 or 8 depending on your definition of that last court. Those courts are not just not fun to play on, they are dangerous. You all know that facilities drive participation. At a certain point the courts get so frustrating to play on people just find something else to do. Tennis is an amazing sport – my mom played until she was 90. Still had no backhand. A recent study in Copenhagen compared tennis to other sports like swimming, golf, running, etc. and found that tennis added 10 years to a person's life. Far more than any other sport. There's a lot going on, there's a lot of mental calculations, moving time and space, the social connections that you don't get in other sports. I raised my kids to play tennis, they've got to have a place to play. Right now, we're lucky to have the Ashland Tennis & Fitness Club, but that doesn't work for people who can't afford it. The Hunter courts used to be the most beautiful courts in the state of Oregon and the fact that they have fallen into disrepair the way they are is tragic. I just hope that we can find a way to put the effort in and raise the money to redo these courts properly.
- Luther Lyman: I first came to Ashland to play in Big Al's 45 years ago. At that time, there were 8 courts where the dormitories are, there were 8 courts right at the college, Hunter Park and Lithia and Helman. So, we had plenty, and it's dwindled down to what's left at Hunter. The poor condition of the courts has already been adressed. I had a good experience the other day. I've been going through a lot of medical situations that have made it difficult for me to play regularly due to vision issues, etc., and I'm going to be 85 next month, but I got a ball machine and trying to get them up and down the stairs into the court is difficult. But if I come in the side gate where they would drive a truck in or do repairs, etc., it's easy. Well, they were locked. I happened to run into one of the Parks employees and he very generously opened the gate – he couldn't see why there was a padlock on it - I mean nobody uses that and he opened it for me, and it's been great because I can just roll - it's on little wheels - and I can roll it in and set it up and play and I hope I can get back and play again with the rest of these people. So again, I think as an ex-high school tennis coach in Mt. Shasta, I know what it's like when your courts go down, you're lost, and you'd start digging around. I happened to go up and look at the ones in Talent and they're not even going to try to repair them. They say they're going to go ahead and build new ones, so I don't know.

Eldridge: Hunter Park Tennis Courts Rehabilitation

OPRD has a Local Government Grant Program (LGGP) with $30M available in funding. In consultation with Evans Brooks Associates, APRC identified two candidates for $1M dollar grants, one of which is for the rehabilitation of the Hunter Tennis Courts. Requires 40% matching funds. Staff recommend replacing the current courts with post-tensioned concrete overlay construction predicted to last 80 to 100 years. To apply for this type of grant, a

Commission-approved resolution must be submitted with the application. It is a time-sensitive issue. The grant application is due April 1, 2024.

Bachman: Does this also have to be approved by the Council?

Eldrige: No. Staff has reached out to the tennis community. There is a lot of enthusiasm, willingness, and commitment from the community and the Ashland Tennis & Fitness Club to do fundraising to help defray the cost of the matching funds.

Bachman: It's your opinion that with community support and perhaps reallocation of CIP funds we can meet the match?

Eldridge: Yes.

Bachman: To clarify, on this particular grant, we aren't voting on the method of rehabilitation (asphalt or post tensioned concrete).

Eldridge: Correct. We could ask for less money in the grant if the Commissioners select the asphalt method. Staff recommends choosing the post-tensioned concrete.

Landt: We don't have current/precise bids for either construction methods outlined in the packet. Do we have to commit to a construction method in the grant application?

Eldridge: Pursuing $1M in grant money is in essence stating that we are going for the post-tensioned concrete option. If we were going for the asphalt method, we would ask for less money.

Adams: Any grant application requires an estimated budget. A contractor's estimate is likely more robust than making one up ourselves. The real work with spending grant money is to demonstrate that you materially spent the money in the way that you said you would. You don't go to bid until you have the money to pay for it. You go to budget.

Dials: When awarded a grant it is possible they will ask if you can do with less. So having the two differently-priced options of construction may help.

Motion: Adams: I move to adopt the Resolution Authorizing APRC to Apply for a Local Government Grant from the Oregon Parks and Recreation Department (OPRD) for Rehabilitation of the Tennis Court Facility at Hunter Park and Delegate Authority to the APRC Director to Sign the Application. Landt seconded.

Adams: Thanked the community members who showed up to the meeting and sent emails supporting both grant applications.

Landt: Also thanked the community members who sent emails of support. There is a precedent for community members helping to financially support undertakings of this sort. It has happened in the past, i.e. the lights at Hunter sports fields. He is encouraged that there is a commitment to help financially, verbally and in writing.

Seffinger: Important that the Commissioners hear what the people want. The community support makes her feel good about the community.

Vote: All yes.

d. Draft Resolution Authorizing APRC to Apply for a Local Government Grant from the (OPRD) for Development of the East Main Park Pump Track and Skills Park (Action) Interim Director Eldridge.

Public Comment:

- Joe Keto: Lived in Ashland since 2012. My son was just 1 when we moved here. He is sitting behind me. We're a family of avid cyclists. He's tried other sports and found that cycling is the one he's really taken to. There's a really great nonprofit here called Ashland DEVO that is holding programs that give kids instruction on cycling. I believe they have over 100 kids who go through those courses every season. It's raising a community of kids and families that find cycling to be a very important, if not the most important recreational activity for their family. My daughter is 6 and she's also going to be going through these DEVO programs. She's not advanced enough to ride the trails here in town. When we travel for my son's bike races, we always stop in Redmond and ride the pump track there, which was made by the same contractor I think we are proposing to use, and it is accessible to her. I think that's one of the most important things about this track, it's accessible to novices while advanced riders can also enjoy it. It's very good exercise and they can develop skills. Such access is lacking in Ashland because the trails are so advanced and the hills so steep.

- Ryan Hawk: I'm the president of Rogue Valley Mountain Bike Association and a resident here in Ashland. Thank you for allowing us to speak and to voice our support for this project. It's something that's very popular in the Ashland community especially among mountain bikers, but really anybody with kids who are trying to get their kids away from an X-Box and out trying things outdoors, getting some exercise. We get a lot of questions, when is this coming, there's a lot of excitement around it. So, I'm here today to voice the commitment of RVMBA once again to this project and to being a partner with APRC and to recommit to our goal of raising approximately $150,000.00 toward this project. Having a major grant like this will make a significant momentum shift in that fundraising effort. Businesses are interested, I've spoken to them in the past and they are onboard, but I think they want to know if this is really happening. It just looks like a field to me. Thanks again.
- Loren Brown: What up Commissioners, my name if Loren Brown and I am a DEVO rider. Today was a beautiful day but you know what would have made it even more beautiful. Hanging at a pump track with my bros after school. Having a space that encourages kids to get outside and build skills is crucial. Mountain biking is a huge part of this community and I think a pump track could give us a chance to ride our bikes when the trails are in bad condition or closed like last spring. Also, it would be a great after school activity for kids like me who don't play any traditional sports. A legit pump track would not only benefit local riders but would also draw in tourists as well. Having more options for getting outside is better than not having options, right? Boredom and lack of options could lead us kids down a dark path of doing graffiti, smoking cigarettes, or toilet papering houses. Is that what we want for us kids? That's not exactly something that I would want for my future. That's why I think we should build this pump track.
- Chamise Kramer: I am here as both a parent of a DEVO rider and as a member of the Board. I have lived in Ashland off and on for four decades. I was very late to coming into mountain biking and cycling in general as an adult, but it's important. Participation in the DEVO program for the last five years has been instrumental to my son not only growing his biking skills, but also to learning valuable things like fostering a growth mindset, community involvement, the camaraderie that comes with spending time outdoors with friends, and patience, both with ourselves and with others. We've seen the value of getting kids on bikes, not just in our child but those he rides with both locally and across the state. If COVID has taught us anything as parents, it's the importance of kids being outdoors. Not just for their physical health but their mental health as well. We are facing a growing national mental health crisis in our kids, especially in our teenagers and middle schoolers. We are facing fewer opportunities in some places for them to be outdoors, but the more opportunities they have to be outside with friends, connecting with each other, nature, and themselves, the better. A new study looked at the effects of a six to eight week cycling class that taught bike skills like those you would see at the pump track and skills park in schools across the country and the results were clear. The benefits of riding a bike extend beyond the health benefits that are physically visible. Cycling engages other parts of brain function including sensory perception and because it's often done with someone else it's also enhancing the positive effects of being in the community of their peers and not toilet papering houses. Here in Ashland, there are certainly trails and outdoor opportunities in the watershed, but we are lacking are safe places to learn those bike skills so that kids can get into the watershed safely and responsibly. Skills park would provide a place to safely build self-confidence and camaraderie, create a sense of belonging and ownership for our local kids looking for a safe place to recreate and spend time outdoors, and would meet the growing demand for a place to grow the skills needed to safely and responsibly ride in the watershed. Ashland DEVO serves more than 100 Rogue Valley youth each semester teaching skills, trail etiquette, and the importance of volunteering in their communities. The sixth to twelfth grade team rides more than 200 hours annually of community service, helping to maintain the local trails including those on City land, and they plan to dedicate volunteer time to maintain the track in the future. Ashland DEVO supports RVMBA, Ashland Parks and Recreation, and the community in pursuing the completion of this project. Thank you.

Eldridge: Pump Track and Skills Park

Why build this? It was number three of your goals for the current biennium. Staff is working hard to make it happen. Several years of high level community support, a willingness to raise matching funds, serves all ages, all of these were well covered in public comment. Tentative estimated budget is $2M for Phase One which includes facilities like rest rooms, and everything to make it a functional park in addition to the pump track and skills park.

Motion: Landt made an amended motion: I move to adopt the Resolution Authorizing APRC to Apply for a Local Government Grant from the Oregon Parks and Recreation Department (OPRD) for Development of the East Main Park Pump Track, Skills Park and associated park elements and delegate authority to the APRC Director to sign the application.

Adams seconded.

Landt: Read all the over four dozen comments. Great to know people are paying attention and care. Also acknowledge RVMBA for pledging to raise a substantial amount of money. Guessing we will need that. Thanked everyone involved for their efforts in pushing this forward.

Adams: Thanked people for their comments. I can't wait to see this pump track, ride it, and to see toddlers on little, tiny strider bikes rolling through this thing. If you haven't seen it, it's a sight to behold.

Seffinger: Excited to see all the young people here. Learning the skills will help prevent accidents and teach people how to interact with others on the trail and show good citizenship.

Lewis: At first planning meeting charrette at the high school, the Rogue Valley mountain bikers were amazingly organized. They know how government works: you show up, you divide up amongst the groups and everybody lobbies hard for this.

Landt: Understand that this is a grant we are *applying* for, if we don't get the grant we will have to start over. The addition of the pump track and skills park increases the chances of obtaining the grant and altered what would be built in the different phases.

Vote: All yes.

VIII. ITEMS FROM COMMISSIONERS/STAFF

Adams: Would love to see Lithia Park Master Plan somewhere in a Study Session on our calendar.

Eldridge: In general, we ask that there be three Commissioners that are interested in seeing this. Bachman and Seffinger indicated they were also interested.

Landt: Suggest that it be on the June study session.

IX. UPCOMING MEETING DATES

Bachman: Listed the upcoming meeting dates:

a. Recreation Division Advisory Committee March 21 in person at the Lithia Cabin 4:00 PM
b. Joint Study Session with City of Ashland Council April 1 in person in Council Chambers 5:30 PM
c. APRC Study Session April 3 Electronic Meeting 6:00 PM
d. APRC Business Meeting April 10 in person in Council Chambers 6:00 PM

X. ADJOURNMENT

Bachman adjourned the meeting at 8:09 PM

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Senior Services Superintendent Mettler

DATE: June 12, 2024

SUBJECT: Minutes for Acknowledgement

The following minutes are submitted for acknowledgement by the Commission.

- Ashland Senior Advisory Committee – January 8, 2024
- Ashland Senior Advisory Committee – March 11, 2024

A motion to approve the Consent Agenda would adopt the following motion for this item:

I move to acknowledge the committee minutes as submitted.

City of Ashland
ASHLAND PARKS AND RECREATION COMMISSION (APRC)
ASHLAND SENIOR ADVISORY COMMITTEE (ASAC)
Meeting Minutes
January 8, 2024

Committee Members Present:
- Anne Bellegia
- Cori Frank
- Jim Bachman
- Mike Gardiner, Chair
- John Engelhardt
- Patty Winner
- Bob Kaplan
- Noriko Toyokawa

Staff Present:
- Natalie Mettler
- Leslie Eldridge
- Nancy Mero
- Shannon Holt

Committee Members Absent:
- Debra Johnson, Vice Chair

CALL TO ORDER
Gardiner called the meeting to order at 3:30pm.

OPENING
Gardiner welcomed everyone to the meeting.

APPROVAL OF MINUTES
Engelhardt noted an additional correction needed on the September 11, 2023 minutes. Mettler will make the correction.
Motion: Gardiner/Bachman m/s to approve the minutes from November 13, 2023.
Voice vote – all AYES. Minutes approved.

ADDITIONS OR DELETIONS TO AGENDA
None

PUBLIC INPUT
None.

Mettler noted SSD Superintendent Glatt had retired and that Mettler is now Interim Senior Services Superintendent. Shannon Holt is stepping in as Interim Senior Services Coordinator. Mettler also introduced Nancy Mero, APRC's new Executive Assistant.

PRESENTATION: Community Volunteer Network (CVN: services and volunteer opportunities for seniors
Cassie Rose, Executive Director of CVN, presented on CVN services and volunteer opportunities for seniors. See presentation slides.

The following was covered in discussion:
- Unete was noted as one of CVN's partners. Does CVN have outreach materials/volunteers targeted specifically to the Spanish-speaking community?
  Not many bilingual volunteers currently. Client demographic predominately white, volunteer demographic predominately white women. Work with Unete for translation of materials.

- Does PRS have other volunteer opportunities?
  PRS has volunteer opportunities through the Rogue Valley Manor for residents. As a corporation, they don't specifically recruit/maintain volunteers.
- Do Call-A-Ride volunteer drivers stay at the site of the appointment?
  Varies by volunteer preference and the length of the appointment. Volunteers do not accompany clients into appointments.
- What about volunteer driver's insurance?
  Transporting clients is an added risk. CVN's insurance coverage comes secondary to volunteer driver's insurance and will cover liability if there is an accident.
- Does CVN pick up volunteers from other organizations?
  There is an opportunity for networking/partnering but CVN wouldn't want to steal volunteers. CVN and Hearts for Seniors are hosting a networking event to bring together care providers and referral services together. This event will be on January 30, 8:30-9:30, at 1 West Main Street Medford. Goal of the meeting is to educate about appropriate referrals.
- Papa's Pals is another provider of free in-home help for seniors (like Hearts with a Mission). Maybe federally funded. Certain Medicare Advantage plans entitle people to a certain number of volunteer hours per month/year.
- Does CVN have outcome data for addressing volunteer effectiveness in reducing suicide/depression?
  CVN uses other data as they don't have the money/resources to do the research studies. Individual volunteers report on the importance of their volunteering, which includes testimony such as "[volunteering is my] reason to get out of bed in the morning."
- OLLI is an excellent source for volunteers.
- Where is CVN located?
  In the main PRS building in Medford at 1 W Main Street.

STANDING REPORTS

a. APRC Liaison Commissioner Bachman

One big item in front of the commission that will affect the Senior Center physically: the Daniel Meyer Pool (DMP). Commissioners reviewed the design for the pool presented to them in 2022. Not much needs to change. The pool's dimensions were already changed at the recommendation of the aquatic community. Wanting to "house" (cover) the pool (not in original design). Will be a new pool, not a repair or remodel. Location is pretty set. Ad Hoc community strongly recommended keeping it in the current location. Heating? Bachman would like to have it totally electric – just his opinion – to reduce carbon footprint. Must update the cost. The pool will be more expensive as design is now two years old.

The following was covered in discussion:

- Will the pool be closed completely when the new pool is started?
  Yes. It is going to be in the same location.
- How long will it take?
  Not known yet. Contractor's estimate is possibly 10 months to a year.

b. City Council Liaison Bob Kaplan

- Parks Department – closing hours and alcohol usage in the parks – both passed.
- Camping ordinance passed in December.

- Water treatment plant: City has been considering relocating the plant to a much safer location. Downside is the cost. Some of the funding might come from low-cost, long-term financing from federal government. Some will be from increased water rates for residents. Council is discussing making available lower rates for low-income households and keeping base rates low. Anyone receiving SNAP benefits would be eligible. Easier to sign up. This was discussed in a Study Session. A priority for Kaplan to have reasonable energy rates for people with low income.

The following was covered in discussion:

- Time frame for the new plant?
  In the 90th percentile for completion. To be eligible for the low-cost funding, must have a financial plan in place. Might go out for bid in the spring.
- Is the Council checking with other municipalities to see how they handle energy discounts for people with low incomes?
  Great idea!
- Is the location by lower Wonder Trail?
  Yes, the old quarry area. Also happens to have fantastic solar resources – south-facing and often out of the fog. Plan includes having solar and battery backup.

c. Education Report – Interim Senior Services Coordinator Shannon Holt

Recreation and Senior Services Division have transitioned into a new system called SmartRec for registering people for classes, facility rentals, etc. Staff has been learning the system and assisting clients to learn as well.

Upcoming activities and events:

- Introduction to 19th Century Guitar Music on Wednesday, January 31st, 1pm
- Four-series class called Healthy Brain & Aging
- Continuing digital education partnership with the Jackson County Library Services, who will offer a seminar in March on Cybersecurity
- Personalized Strength and Balancing class with Beth Morris has added four classes to meet demand.
- 40 participants in Line Dancing today!

d. Senior Services Superintendent Report – Interim Senior Services Superintendent Natalie Mettler (Glatt authored the report)

- December holiday party was well attended.
- Charades had a small but lively group. Might try it again.
- New *Seniors Celebrating Creativity* art exhibit is up at the Senior Center. Curated by local artist and art teacher, Ruddy Havill. Havel
- Vaccination Clinics served 300 seniors with 459 shots of Flu and COVID-19 vaccine.
- Conversation Clusters, the story was picked up by local news outlets and OHA.

There are volunteer opportunities listed in the *Senior News* January newsletter, including some for the CVN.

The following was covered in discussion:

- Will the Center remain closed on Fridays?
  Yes, due to staffing limitations. Staff need a day for meetings, trainings, etc. while not serving the public. The Center is still open for Food and Friends lunches on Fridays.

- Are the benches still up from the Conversation Clusters?
  Yes, the survey has closed but the benches remain.

ITEMS FROM ASAC MEMBERS OR WORK GROUPS

a. **Livable Ashland Alliance Update** – Commissioner Anne Bellegia
   - Sandy Theis is staying on the Steering Committee but retiring as co-chair, so Bellegia is looking for a replacement. Many people retiring/leaving the Steering Committee. May need to change the structure from a Steering Committee and to a Board.
   - Moving ahead with the Health Action group. Also continuing to work on aging supports. Has a resource in the form of a student intern from the SOU Healthcare Administration Program. Bellegia will be her internship supervisor. The student may do a quantitative and qualitative report on aging services in Ashland. Toyokawa is working on options to place future students in internships.
   - Both Bellegia and Toyokawa are on Healthcare Administration's Advisory Council which also includes Asante, Providence, Mercy Flights, La Clinica, and Valley Immediate Care. B would like to have input on how these entities are serving the senior demographic.

Comment:
   - A person looking for a house-share situation in Ashland found it through Silvernest. The person has already found the Senior Center. Co-housing is a foreign concept for people, they need to hear about experiences to consider it. Could be a great thing for seniors for company and/or income.

b. **Other Items from Advisory Committee Members.**

   - Engelhardt reported that AARP Tax Aide will be starting free tax preparation assistance in lower level of Stevenson Union at Sou beginning in February. Will create/post flyers. This service is available for all ages. Mettler asked Engelhardt to send her the information as soon as they have it so she can include it in the upcoming *Senior News* newsletter.

Mettler mentioned that 2024 ASAC meetings will alternate between being in-person and on Zoom.

Next meeting – Monday March 11, 3:30-5:00pm, at Ashland Senior Center, 1699 Homes Ave

Adjournment –4:50pm

Respectfully submitted by Nancy Mero, Executive Assistant, Ashland Parks and Recreation Commission

City of Ashland
ASHLAND PARKS AND RECREATION COMMISSION (APRC)
ASHLAND SENIOR ADVISORY COMMITTEE (ASAC)
Meeting Minutes
March 11, 2024

Committee Members Present:
- Cori Frank
- Jim Bachman
- John Engelhardt
- Mike Gardiner, Chair
- Noriko Toyokawa

Staff Present:
- Leslie Eldridge
- Natalie Mettler
- Shannon Holt

Committee Members Absent:
- Anne Bellegia
- Debra Johnson, Vice Chair
- Gina DuQuenne
- Patty Winner

CALL TO ORDER
Gardiner called the meeting to order at 3:30pm.

OPENING
Gardiner welcomed everyone to the meeting.

APPROVAL OF MINUTES
Minutes not approved due to lack of quorum.

ADDITIONS OR DELETIONS TO AGENDA
None.

PUBLIC INPUT
None.

PRESENTATION: Ashland At Home: Update on status and services
Katharine Danner, President of Ashland At Home Board of Directors.

The following was covered in discussion:
- Ashland At Home was started in 2012 to help the aging community live independently at home.
- Due to the pandemic, Ashland At Home had to take a hiatus until they reopened in July of 2023, at which time they were serving 75 members with 50 volunteers.
- Ashland At Home is a non-profit that is part of Village to Village Network that started in Boston in 2000.
- Mission is to support and engage members so they can thrive as they age in their homes.
- Volunteers do the kind of services that you would ask a good friend or neighbor to do on an episodic basis. The volunteers do not do any in-home care.
- Volunteers go through background and driving checks.
- 50% of the service requests are for transportation.
- There is a special need box to check if members need extra help, such as a ride to the airport.
- Hope and focus are to get more engagement of members.

- There is no minimum of hours that need to be served. There is a list that is sent out each morning from which volunteers can pick tasks.
- There was a membership support fund before the pandemic when the annual fee was $600 for a 2-person household and $500 for a 1-person household; fee is now $300 for 1- or 2-person household. Currently there is no membership support fund.
- Ashland At Home is redoing their website and working on an outreach program.
- Service area covers Ashland and Talent and currently there are 45 members, 38 volunteers and 5 members who are also volunteers.
- New database tracks member needs.
- Can cover a couple of hours of caregiver respite.
- Regarding unmet needs, there have only been 5 requests that could not be filled; if a request is unfilled, volunteers are reminded.
- Intern assistance for upcoming survey; also projects that bring together intergenerational groups.
- Often refer to ADRC if need is not a good fit for Ashland At Home. Biggest goal is to make it easier for people to ask for help.
- Members can coordinate group outings through website.
- Word of mouth is most common way people become members.
- Ashland At Home is hoping to reach 150 members and 150 volunteers.
- Hope to expand base with more outreach, also with updating website and communications.
- Members do not need to be tech savvy to access services.

STANDING REPORTS

a. APRC Liaison Commissioner Bachman

Several projects on the horizon - short term challenge is that Eldridge is still Interim Director; job posting for permanent Director position was approved last week. Daniel Meyer pool project will not be breaking ground anytime soon, perhaps by the summer of 2025. East Main Park will have a pump track, food forest, garden and playground. It will be another outdoor space for the community. Might be started by the end of this summer 2024.

The following was covered in discussion:

- Eldridge reported that APRC has applied for grant funding for E Main Park pump track and Hunter tennis courts rehabilitation from.
- Eldridge announced that Mettler will be moving into the permanent position of Senior Services Superintendent
- East Main Park project: there is a webpage that outlines the 4-5 years of planning, project funding and phases.
- The bike pump track is the most expensive piece of the East Main Park project.
- Oregon State Parks has annual grants cycles, there is currently $30 million from the lottery fund. Eldridge believes APRC has a good chance of being funded from these grants. Eldridge also mentioned that the rehabilitation of Hunter Park tennis courts has also been submitted for this grant funding.
- Frank would like to see more pickleball courts and dedicated funding to fix the broken courts in Lithia Park.
- Eldridge would like to meet with the pickleball association to identify possible areas to put more courts.

b. City Council Liaison Gina DuQuenne
Not present.

c. Education Report – Interim Senior Services Coordinator Shannon Holt
Senior Services classes are all almost full.
Upcoming activities and events:

- Summer Cookout with Ashland Police Department
- Ongoing Jackson County Library Services (JCLS) tech basics classes and adding a one-time class to help navigate apps and websites.
- Personalized Strength and Balance class with Beth Morris has added 2 more sessions due to demand.

The following was covered in discussion:

- Eldridge notified that Senior Services has exceeding its goal in bringing in projected revenue.
- Some Senior Services classes have a small fee but many, and all services, are free.

d. Senior Services Superintendent Report – Senior Services Superintendent Natalie Mettler

- Update on Conversation Clusters, specifically stacking chairs in Lithia Park: These have now been removed due to impact on Parks Staff; the benches in Garfield and Glenwood Parks will remain. In-meeting material added showing end-of-second quarter statistics. These were high, primarily due to the vaccine clinic in October-November 2023, but also seeing steady increased engagement. Senior Center is still closed to public on Fridays due to reduced staffing.

The following was covered in discussion:

- While closed on Fridays, do the phones go to voicemail?
  Yes, unless one of the staff's direct numbers is called, phones go to voicemail.

ITEMS FROM ASAC MEMBERS OR WORK GROUPS
Livable Ashland Alliance: Mettler mentioned that some critical members of steering committee have left and the Alliance is currently trying to decide how to regroup.

b. Other Items from Advisory Committee Members.

- Eldridge explained that a pump track is a series of concentric loops made out of concrete with obstacles to navigate through on a bicycle.
- Eldrige also reported that State legislators have revised recreational liability. Waiting to hear what the outcome will be.

Next meeting – Monday, May 13th, 3:30-5:00pm on Zoom.

Adjournment – 5pm

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

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Deputy Director Dials

DATE: June 12, 2024

SUBJECT: Recreation Division Advisory Committee (RDAC) New Member Appointment (Action)

There is currently a vacancy on the Recreation Division Advisory Committee left by a resignation last year. One of the duties of the APRC Chair is to appoint members to APRC established committees.

Michael Dotson submitted his application (attached), and the RDAC committee has recommended him. From his application you can see he has a background as an outdoor educator and naturalist and is a current executive director of a local non-profit organization.

A motion to approve the Consent Agenda would adopt the following motion for this item:

I move to acknowledge the Chair of APRC's appointment of Michael Dotson to the Recreation Division Advisory Committee.

CITY OF ASHLAND
Better Together

APPLICATION FOR APPOINTMENT TO CITY COMMITTEE/COMMISSION

Please type or print answers to the following questions and submit to the City Legal Department at City Hall, 20 E Main Street, or email melissa.huhtala@ashland.or.us. If you have questions, please feel free to contact the City Recorder at 541.552.2084.
Attach additional sheets if necessary.

Name Michael Dotson

Requesting to serve on: Recreation Division Advisory Con (Committee/Commission)

Mailing Address

Physical Address [redacted]

Occupation Non Profit director

Phone: Home [redacted]
Work
Email [redacted]
Fax

1. Education Background

What schools have you attended? Waldron High High School & Ball State University

What degrees do you hold?

Public History and telecommunications

What additional training or education have you had that would apply to this position?

I spent 8 years working as an outdoor educator, naturalist, and non-profit program director for various nature-based outfits, prior to relocating to Ashland in 2013.

I continue to work in a field that focuses on access to parks and public lands and biodiversity conservation.

2. Related Experience

What prior work experience have you had that would help you if you were appointed to this position?

Education Program Director - American River Conservancy Nature Center; Coloma, California

Naturalist and Program manager for Camp High Trails Outdoor School - Big Bear Lake, California

Worked on and helped lead strategic planning projects for my current work place in Ashland.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? I'm open to hearing about professional development opportunities as a committee volunter.

I am a life-long learner and value training opportunities; I am also happy to support myself in advancing my own knowledge in parks and recs management.

3. **Interests**

Why are you applying for this position?

I live next a city park and use it frequently. I value park space and accessibility to green spaces,

and I find this to be a great opportunity to support my local community through civic engagement as a volunteer on a local committee.

4. **Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Yes.

I am usually able to accommodate meetings after 4 pm most days of the week.

5. **Additional Information**

How long have you lived in this community? [redacted] 10 years

Please use [redacted]low to summarize any additional qualifications you have for this position:

[redacted]

I enjoy spending time in the local parks and out on local public lands.

I recently picked up fly-fishing this summer, and also enjoy hiking in the watershed and rafting in nearby wilderness areas.

In my role as director of a local non-profit, I consider myself a generalist. I am proficient in a wide variety of areas -

from HR management, to building maintenance, and fundraising, communications, lobbying, litigation, and visioning.

I have personal experience working for an institution whose mission was to educate youth and the public about the natural world.

Date

Michael Dotson Digitally signed by Michael Dotson Date: 2023.12.13 17:22:06 -08'00'

Signature

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:
Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger

Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Interim Director Eldridge

DATE: June 12, 2024

SUBJECT: Approval of Public Arts Advisory Committee (PAAC) Crosswalk Selection Committee Members

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Situation

Staff seek approval from Commissioners for two APRC representatives to serve on the PAAC Crosswalk Selection Committee. They are:

APRC Commissioner: Stef Seffinger
APRC staff member: Parks Superintendent Kevin Caldwell

Background

At the March 6, 2024 Special Meeting, APRC Commissioners moved to approve the concept for a public art crosswalk at the entrance to Lithia Park with the following conditions:

That the Commission require an APRC staff member and Commissioner be on the design selection committee and that the final design be brought before the Commission for final approval.

Interim Director Eldridge selected Commissioner Seffinger and Parks Superintendent Caldwell to represent APRC on the selection committee.

Possible Motion

I move to approve Commissioner Seffinger and Parks Superintendent Caldwell to serve as APRC representatives for the PAAC Crosswalk Selection Committee.

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:
Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger

Leslie Eldridge
Interim Director
541.488.5340
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parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Interim Director Eldridge

DATE: June 12, 2024

SUBJECT: Herbicide Use on City-Contracted Lands (Action)

Situation
Parks staff request modification of the APRC Integrated Pest Management Policy (IPM) to apply only to City Council designated park lands (parks, trails, open space).

Background
The APRC Integrated Pest Management (IPM) policy currently applies to all park lands, as well as referring to some city properties managed via a Memorandum of Understanding (MOU) with Public Works Department to maintain downtown medians, parking lots, and planter boxes.

The IPM Policy was adopted by APRC Commissioners in 2010.

According to Oregon Statute (ORS 262.1), Chapter 943, IPM is defined as:
"A coordinated decision-making and action process that uses the most appropriate pest control methods and strategies in an environmentally and economically sound manner to meet pest management objectives."

The APRC IPM policy is intended to address City Council designated park lands. However, the document contains one reference to city-owned lands maintained by APRC under the MOU as a location where synthetic pesticides are approved for use:

- *Median strips at the north entry of Ashland for safety*

Currently, the Boulevard staff (the two full time APRC staff that perform duties under the MOU) adhere to the IPM policy for all city lands included within the MOU with Public Works (with the exception of the median strips at the north entry).

This has become an increasing concern from an efficiency and aesthetic standpoint, and most importantly, from a safety perspective.

In the last six months, APRC staff have reported eight incidents with vehicles/property:

- Twice in April vehicles bounced off the median curb adjacent to where staff were working.
- In February a vehicle drove over the curb and onto the grass in the vicinity of where staff were working.
- While working on the north entry in February staff witnessed vehicles driving over the cones that were set up to direct traffic away from the work zone.
- On May 12 a vehicle drove over the curb and into the ornamental "Christmas Tree" at the intersection of Siskiyou Blvd and Lithia Way with enough speed to uproot the tree (this same scenario happened only a few years ago).
- In November of 2023, while staff were working on the median islands, a rock was thrown by a weedeater into the windshield of a passing vehicle, cracking the windshield.
- In January staff were working near the Police Department when a weedeater threw a rock breaking the glass on the front door.
- In April staff were weedeating near the Grove parking lot when a rock was thrown into a staff member's vehicle, breaking the glass on the passenger door.

Most tenured staff that have spent time working on the boulevard medians have similar stories including some staff that have been hit by vehicle mirrors. Staff are well versed in safe weedeater operation and take multiple steps to not damage surrounding vehicles/property. However, there will always be some risk to vehicles/property when operating weedeaters.

Assessment

It is not safe or beneficial to have Boulevard staff adhere to IPM policy for city lands managed under the MOU with Public Works. In order to ensure the safety of our staff and limit damage to vehicles/property, the IPM policy should be modified to include *only* park lands and exclude work on the Boulevards. The safety of our staff working on the Boulevards is paramount. One of the most effective ways to address this issue is limiting staff time on medians and in road work zones. Additionally, reducing time spent weedeating we will limit the potential damage from thrown debris.

Recommendation

Amend the IPM Policy as follows:

APRC lands are 99.25% synthetic-pesticide-free but authorization is approved for use of pesticides for the following uses and areas:

- Hornets and wasps in all areas for safety, but as a last resort.
- ~~Median strips at the north entry of Ashland for staff safety.~~
- North Mountain Park baseball and softball infields for safety.
- Controlling Poison Oak along trails for safety.

Add the following language immediately following the definition of IPM in the beginning of the document:

This IPM Policy applies to lands designated as park lands (includes parks, trails, and open space) by the Ashland City Council and managed by the Ashland Parks and Recreation Commission, as defined in the Ashland City Charter and Ashland Municipal Code. All other city lands managed under agreements with City of Ashland shall be managed according to city approved operational and safety protocols.

Possible Motion: *I move to approve modification of the APRC Integrated Past Management Policy to apply only to City Council designated park lands (parks, trails, and open space) as presented by staff.*

Ashland Parks and
Recreation Commission

COMMISSION
POLICY

TITLE: Integrated Pest Management (IPM) Policy of the Ashland Parks and Recreation Commission (APRC)	**PAGE 1 of 9**	**POLICY No.** 105
EFFECTIVE DATE: May 24, 2010	**REVISED DATE**: Last revised on June 25, 2018	

Policy Introduction:

APRC follows an Integrated Pest Management Policy adopted by the Ashland Parks and Recreation Commission in 2010.

According to Oregon Statutes (ORS 262.1), Chapter 943, an IPM is defined as:

> "A coordinated decision-making and action process that uses the most appropriate pest control methods and strategies in an environmentally and economically sound manner to meet pest management objectives. The elements of integrated pest management include: (a) preventing pest problems; (b) monitoring for the presence of pests and pest damage; (c) establishing the density of pest population, which may be set at zero, that can be tolerated or corrected with a damage level sufficient to warrant treatment of the problem based on health, public safety, economic or aesthetic threshold; (d) treating pest problems to reduce populations below those levels established by damage thresholds using strategies that may include biological, cultural, mechanical and pesticidal control methods and that shall consider human health, ecological impact, feasibility and cost effectiveness; and (e) evaluating the effects and efficacy of pest treatments."

Organic pesticides (OMRI-approved – or *Organic Materials Review Institute*) are approved for use according to label instructions within the nearly 800-acre APRC system.

APRC lands are 99.25% synthetic-pesticide-free but authorization is approved for use of pesticides for the following uses and areas:

- Hornets and wasps <u>in all areas</u> for safety, but as a last resort.
- Median strips at the north entry of Ashland for staff safety.
- North Mountain Park infields for safety.
- Controlling Poison Oak along trails for safety.

- Oak Knoll Golf Course as outlined below:
  - The golf course will occasionally require use of higher toxicity products to keep the quality of the greens and tees playable. If toxicity is higher than table salt (LD 50 = 2,500), the course will be posted at the clubhouse and at the first green or tee that is treated.

- The Golf Division will follow the same guidelines established for the Parks Division.
- MSDS sheets will be posted in the golf course clubhouse.
- Greens #4, 6, 7 and tee boxes #4, 5, 7 will be exempted from the 50-foot setback from water and care will be taken to keep synthetic spraying as far from water as is feasible.
- Golf cart paths as needed for public safety and maintenance.

Background

The IPM process first determines if a pest needs to be managed, and if so, how best to do it. Key elements are information gathering, decision making, management action and monitoring of results. IPM uses effective, low-risk strategies and practices. Management actions include cultural, physical, mechanical, manual, biological and pesticidal practices. Licensed and trained APRC professionals often select a combination of methods (pesticide applications being the method of last resort) to manage specific pest populations on a case-by-case basis, with a goal of reducing reliance on pesticides. Methods employed conform to recognized standards established and endorsed by state and federal regulatory agencies, state educational institutions, and organizations such as the Western Integrated Pest Management Center.

Examples of IPM methods within APRC lands include:

- Mulching of planting beds to reduce establishment of weeds.
- Utilizing non-neonicotinoid plants with natural resistance to pests.
- Volunteer labor that includes hand weeding, trimming, mulching and more.
- Design features that include concrete curbs, mow strips and landscape designs.
- Proper mowing, irrigation and fertilization of park turf to increase vigor and reduce weed populations.
- Application of organic OMRI-approved herbicides to control invasive weeds before seed formation to prevent future weed infestations.
- Release of natural biological controls

APRC's Integrated Pest Management Policy is based on park planning and design, manual maintenance, ecological controls and, as a last resort, use of chemical pesticides. APRC will work to reduce or eliminate the use of synthetic pesticides and will conduct an annual review of pest management activities, which will include written suggestions to the Parks Commissioners for the further reduction of pesticides and for alternatives to their use.

Pesticide Use

Any synthetic pesticide use will be part of an IPM approach and will only be used where an exemption to the no pesticides in Ashland parks policy has been granted by the Park Commissioners. Risk will be minimized by careful product selection and application. When developing and updating the IPM program, APRC staff will rely on current peer-reviewed scientific opinion about potential materials and methods, including science-based information from regulatory agencies, state university departments, university extension scientists and other experts.

- The choice to use pesticides will be based on human and ecological health and the values to be gained or preserved. Budgetary and human resource factors will also be considered.
- Only the safest, lowest toxicity products available will be used. Pesticides use will comply with all local, state, and federal regulations. No “restricted use” pesticides will be used.
- For synthetic pesticide use, the area will be posted 48 hours in advance of the application, with signage remaining a minimum of 48 hours following the application, depending on the re-entry time specified on the pesticide label or MSDS sheet.
- For non-synthetic (OMRI-approved) use, informational signage will be posted at the time of application only.

Oversight and Training

- A minimum of one Park Operations or Golf Operations employee will be trained and licensed as an Oregon Licensed Pesticide Applicator and will be designated by the department director to be responsible for overseeing and authorizing all pesticide use by Parks and Golf division staff. No pesticides will be used without a Licensed Pesticide Applicator on staff.
- No employee will use or apply any pesticide without prior training.
- No employee will use or apply any pesticide mechanically or by hand without event-specific authorization.
- All Parks Operations and Golf Division employees who apply pesticides will attend an annual review of policies, procedures, and reduction strategies regarding the use and applications of pesticides.
- All pesticides will be stored in a safe, labeled, secure environment. The Parks Superintendent and Licensed Applicator will have exclusive access to the area.
- Violation of any of these policies or guidelines by Parks Operations or Golf Division staff will be grounds for disciplinary action.

Reporting and Review

The APRC Director or Parks Superintendent will oversee an annual review and will present the results to the commission. The report will include water quality test results and results from any other testing conducted; comparisons from previous years’ spreadsheets showing amounts and locations of pesticide applications; and will recommend specific locations, management activities, cost, and targets for reductions or elimination of pesticides.

- The Parks Commission may consider updating the IPM policy as new peer-reviewed scientific information about pesticides, including inert ingredients, becomes available and as other management choices develop.
- Written record on Form 1A will be filled out after each application (attached).
- MSDS sheets will be made available to the public.
- The elected APRC Commissioners will serve as the overseeing board for this policy.

GUIDELINES

PESTICIDE SOLUTIONS AND RINSES

Following are elements to consider before beginning an application. These elements will help determine the proper amount of pesticide to mix.

- Weather conditions and predictions. Call National Weather Service at 541-779-5990.
- Acreage / square footage of the job site.
- Calendar: special events, mowing, irrigation, and so on.
- Type and size of the equipment appropriate to do the job.

When applying a pesticide, use the following procedures to reduce and safely store the rinse solution. These are secondary to label information and State and Federal regulations.

- Mix only enough pesticide solution to do the job that day.
- First add measured amount of water to tank, then put in correct amount of herbicide according to label specifications.
- Use up all pesticide, applying until the tank is empty or no more solution is coming through the nozzle.
- If pesticide mix remains, completely label the tank or sprayer with labels for the products used. Also mark the current concentration for each product, the date, and the name of the applicator. All old, unusable pesticides are to be labeled “old” or “unusable” and stored in a locked cabined in the Lithia Park or Golf Shop maintenance shops, in the dedicated pesticide storage cages, until the contents can be properly disposed of through an official Hazardous Materials Collection process or event.
- When resuming spray applications the next time, either use the leftover material or add diluted water and circulate the mix thoroughly before adding new concentrate.
- If spray tank rinsate is created, store the rinsate as make-up water for the next day. The next day's pesticide should be compatible or the same. The same labeling requirements pertain to the rinsate mix. Any residual rinsate that cannot be re-used will be labeled “unusable” and stored in a locked Golf or Lithia park maintenance shop storage cage until it can be properly disposed of through until the contents can be properly disposed of through an official Hazardous Materials Collection process or event.

Rinse the sprayer if the following conditions apply:

- It is necessary to use a pesticide incompatible with that previously used.
- It is the end of a spraying cycle.

Use the following rinse process:

1. Read the pesticide label. The following should not conflict with label information or State or Federal regulations. Contact your supervisor if you see a conflict or have questions.
2. Wear protective clothing, as listed on the label when handling pesticides, pesticide containers, or pesticide equipment.

3. Fill the spray equipment approximately 1/4 full with clean water. Shake or agitate so that all inside surfaces are washed. If possible, use the spray hose to rinse the inside surface of the tank. These procedures should coincide with all labels.
4. Spray the rinse water out of the spray equipment onto an approved target area. Rinse water should be run through all hoses, booms, etc. Filters should be cleaned. Because of the dilute nature of the pesticide in the rinse water, a coarse spray can be used and is recommended to save time. Do not "pond" or saturate the soil.
5. If the tank is to be stored, repeat step 3 and 4 above until the tank is clean.

PESTICIDE SAFETY

- For synthetic pesticide use, the area will be posted 48 hours in advance of the application, with signage remaining a minimum of 48 hours following the application, depending on the re-entry time specified on the pesticide label or MSDS sheet.
- For non-synthetic pesticide (OMRI-approved) use, information signage will be posted at the time of application only.
- Containers will be triple-rinsed, then punctured to make sure they are not reused.
- There will be no application of synthetic pesticides from Memorial Day to Labor Day.
- OMRI-approved non-synthetic pesticides are exempt from date restrictions and can be applied throughout the year per label instructions.
- Any spills will be cleaned up immediately and reported to a supervisor for proper handling of material.
- Personal protective equipment (PPE) will be worn according to label on product and MSDS sheets (e.g., rubber gloves, goggles, long-sleeved shirts).
- Employee will change clothes before interacting with non-work associates such as family and friends.

PESTICIDE REDUCTION OPTIONS

Volunteers will be used for:

- Weeding
- Mulching
- Trimming

- Mulch – reduce weed growth and labor costs; minimal budget impact
- Labor – staff and volunteer crew to manually trim edges. Potential large budget impact if staff and volunteers manually edge and use less spray
- Annuals to Perennials – better ground cover, minimal labor, minimal budget impact
- Burners – burn weeds using APRC labor; possible safety issues
- Ground Covers – labor to establish weeding; higher initial costs but less expensive once established
- Hardscape – curbs, walks would require high initial investment but this would serve as long-term solution to problem spots; initial high budget impact

- Landscape Design – less formal, non- native; lower initial cost but higher costs to maintain until plants are established
- Park Branding – As part of the pesticide reduction process, a park logo will be designed to inform the public about pesticide-free areas. Communication will occur through the City of Ashland website and classes will be offered to share information and ideas with the public. This is underway with the APRC Promotions Coordinator.
- Equipment Use Where Possible – higher cost to purchase; efficient use of labor; able to treat large areas
- Lawn Height – Taller lawns help shade weeds and encourage stronger growth which crowds out weeds
- Irrigation Changes – initial cost of labor and materials; long-term solution; more maintenance required for smaller heads
- Goats – problem with containment in terms of what is eaten (both desired and non-desired species consumed)
- Forestry Areas – 99% spray free since 1992; manually controlled

PESTICIDE APPLICATIONS BY NON-APRC EMPLOYEES

In special circumstances, when a certain area needs to be addressed in a specific fashion, pesticide applications by non-APRC staff will be approved:

- Employees of commercial pesticide operator companies possessing valid state pesticide applicator licenses will be considered for approval to apply pesticides to Parks Department property.
- The licensing variance must be specifically approved by the Parks Department’s Licensed Applicators.
- The work must occur under the direction of a contractor-supplied, fully licensed supervisor.
- Before approval, there must be evidence that all trained and licensed applicators have sufficient previous pesticide application experience and a safety record to satisfy APRC’s approval process. Acceptable application experience may vary, but will be of sufficient assurance to APRC of employee competence and knowledge of safe work practices. Three to five months is a likely minimum experience interval for approval. Inexperienced trainee licensed applicators will not be allowed to apply pesticides to park land.

Contractors must satisfy all of the standard applicable city contractual language pertaining to pesticide applications. These subjects may include safety precautions, liability issues, and other responsibilities. These issues are dealt with in the contract language agreed to before the project commences by both city representatives and the contractor.

The performance record of contracting businesses applying pesticides to APRC lands shall also be regularly reviewed by APRC. This review shall include an examination of past work and safety performance.

Employees of the county vector and nuisance control agency:

APRC understands that there may be situations where the county vector and nuisance control agency has the need to apply pesticides to city property as part of their mandate to further public health goals. Communications from this agency stating their need for pesticide use for these purposes on park land will be responded to by the Licensed Applicator in a timely manner. Licensed public health endorsed applicators will be considered for approval to apply pesticides to APRC property. APRC and the county will work together to arrive at mutual agreements for activities that address public health goals and good environmental stewardship.

City of Ashland

ASHLAND PARKS AND RECREATION COMMISSION

340 S. Pioneer Street, Ashland, OR 97520

Pesticide Application Record (PAR)

(to be kept for 3 years)

Applicator: ______________________________Date of Application: ___________________

Time of Application:________________ Hour(s) Spent Applying Pesticides (X.XX):______

Name of Park or Property: ENTER ONE CODE per Application Record: ________________

Area Treated: CIRCLE ONE OR MORE below and/or fill in the blank:
TW- treewells FL-fencelines CR-Cracks BL-bleachers SH-Shrub beds
P-Ponds DU-Dugouts BF-Baseball fields R-Roses W-Wasps/Hornets
A-Annuals P-Paths/Trails TC-Tennis Courts SB-Sloped Banks

Other: ____

Chemical: ENTER ONE CODE FROM the APPROVED PESTICIDE LIST: ____________

Other: ____

Mixing Ratio: Liquids: _____ Tablespoons per gallon OR _____ounces per gallon
Granular: _________ per ________ square feet of coverage

Supplier:_________________________ EPA Registration No. _________________________

Target Species (be specific) ENTER CODE(S) FROM SPECIES LIST and/or fill in blank.

CODE(S):: ____

Other: ____

Equipment Used: CIRCLE ONE (below) or fill in the blank:
BP-Backpack SQ-Squeeze Bottle HA-Handheld Other: _____________________
____

Weather Conditions: temperature: ___________ wind conditions: ______________________

precipitation: ___________comments: _______________________________________

Total amount of product applied (Tbsp. or ounces): ___________________________________

Comments: ____

Policy Revision
Per commission approval on February 28, 2011:

The commission authorized staff to replace synthetic pesticides in all Ashland parks with organic products, using the application standards outlined in the existing Integrated Pest Management Policy, with the exceptions of Oak Knoll Golf Course and poison oak in summer months.

Policy Revision
Per commission approval on June 27, 2011:

The commission granted approval for 1) the Integrated Pest Management Policy to be amended to include the following in the Special Situations Restricted Areas policy section: 1) No spraying of synthetic pesticides is permitted in any Ashland park from Memorial Day to Labor Day, with OMRI-approved herbicides exempt from this provision [overturned by the Commissioners on June 25, 2018]; and 2) at the next scheduled annual review of the IPM Policy, staff to present a revised policy that incorporated changes consistent with the use of OMRI herbicides.

Policy Revision
Per commission approval on February 27, 2012:

The commission approved allowing for the use of non-synthetic pesticides, per label instructions, in all parks at staff's discretion with the exception of limitations imposed by other regulatory bodies. They further approved changing signage requirements to allow informational signs to be posted at the time of application only and eliminating date restrictions for applications of non-synthetic pesticides to allow for their use throughout the year per label instructions.

The commission approved allowing staff to use synthetic pesticides only as a last resort to create a safe playing environment at the infields of North Mountain Park.

Policy Revision
Per commission approval on April 22, 2013:

The commission approved modifying the integrated pest management policy to allow for an exemption request outlined by staff: use of synthetic herbicides on north entryway medians for safety purposes.

Policy Revision
Per commission approval on April 28, 2014:

The commission approved, for the 2014 season only, allowing a Parks IPM policy exemption for staff use of non-organic herbicides in two requested areas: the pitching warm-up area and the warning tracks at North Mountain Park.

Policy Revision
Per commission approval on May 22, 2017:

The commission approved the use of synthetic wasp spray in parks as a last resort for public safety.

Policy Revision
Per commission approval on June 25, 2018:

The commission made minor revisions, mostly related to editing of the document.

Approved: ____ Date: ____________

Mike Gardiner, APRC Chair

Approved, as to form: ____ Date: ____________

Dave Lohman, City Attorney

April 11-15, 2022

National Work Zone Awareness Week

Why is work zone awareness so important?

- Safety is the number one priority at ODOT – the safety of both road crews and travelers.
- The majority of people injured or killed each year in work zones are drivers and passengers.

What does ODOT do to keep work zones safe?

- ODOT, cities, counties and private construction companies take every possible step to safeguard people working on Oregon's roads – orange cones, orange signs, vehicles and equipment providing some physical protection, along with the latest technology in alerting and directing drivers.
- ODOT posts work zone locations on TripCheck.com and publishes a Summer Construction Map every spring so travelers know what to expect.
- In partnership with federal transportation safety authorities and highway construction companies, we work hard every construction season to raise awareness among drivers.

What should drivers remember in work zones?

- Drive like you work there.
- Keep your eyes on the road and attention on the drive.
- When you see orange, slow down and expect to stop – day and night, even when a work zone isn't active.

What are the biggest concerns going into the 2022 construction season?

- Faster traffic speeds and rising numbers of overall traffic fatalities in recent years. From 2015 through 2019 in Oregon, there was an average of 584 total crashes each year in work zones, including:
- An average of five people (including one worker) died each year.
- An average of 25 people were seriously injured.
- A total of 540 injuries, including serious injuries above, each year.

Most Current Crash Statistics for Oregon Work Zones

Year	Fatalities (persons killed)	Serious injuries	Any Injury (including serious)	Property Damage Only	Total Crashes
2019	4	27	472	189	498
2018	8	26	585	228	585
2017	4	28	596	288	659
2016	7	26	548	279	633
2015	3	16	498	217	544
2015-19 Total	26	123	2699	1201	2919
2015-19 Average	5	25	540	240	584

One crash can have multiple fatalities and/or injuries.
The vast majority of fatalities and injuries are those in vehicles, not work zone workers.

Work Zone Fatalities in 2022

We know of two fatalities in Oregon road work zones already this year – in January we lost a motorcyclist and a pedestrian.

Safety is ODOT's top priority

Transportation safety and delivery of projects are key priorities under ODOT's Strategic Action Plan. Work-zone safety is doubly important because it is about sustaining Oregon's transportation infrastructure safely for both people doing the vital work in road crews and people traveling through work zones.

More information

- **ODOT crash statistics and reports**
  https://www.oregon.gov/ODOT/Data/Pages/Crash.aspx
- **Oregon Work Zone Safety Program**
  www.oregon.gov/odot/Safety/Pages/Work-Zone.aspx
- **National Highway Traffic Safety Administration**
  https://www.nhtsa.gov

News media contacts

- **DMV PIO – Transportation Safety Office:** David House, 503-945-5270 or david.j.house@odot.oregon.gov
- **ODOT Region 1 PIO** – Portland area: Don Hamilton, 503-704-7452 or don.hamilton@odot.oregon.gov
- **ODOT Region 3 PIO – Southwest Oregon:** Matt Noble, 503-779-9868 or matt.a.noble@odot.oregon.gov, or Gary Leaming, 541-621-3074 or gary.w.leaming@odot.oregon.gov

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:
Rick Landt
Jim Bachman
Justin Adams
Jim Lewis
Stefani Seffinger

Leslie Eldridge
Interim Director
541.488.5340
AshlandParksandRec.org
parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Leslie Eldridge, APRC Interim Director

DATE: June 12, 2024

SUBJECT: Public Arts in Ashland Parks Review Process (Action)

Situation
APRC Commissioners requested that staff work with Community Development Department, Public Arts Advisory Committee (PAAC), and Historic Preservation Advisory Committee (HPAC) to establish a thorough process for considering public art installations in City of Ashland parks.

Background
APRC Commissioners collaborated with two city Advisory Committees, PAAC and HPAC, to review and approve public art installations in Ashland's parks. At the March 6, 2024 APRC Special Meeting, Commissioners asked staff to work across departments and committees to formulate a systematic process for identifying locations and approving selections for public art in city parks.

Assessment
Working with Community Development Director Brandon Goldman and APRC Commissioner Rick Landt, APRC staff present the attached draft APRC policy for review. This proposed policy provides a framework that allows for APRC commissioner input and guidance during several phases of the process, including:

- Consultation with parks staff in identifying suitable locations for public art in parks
- Formal presentation of potential sites to APRC Commissioners for approval at a public meeting
- Formal presentation of draft RFP to APRC Commissioners for approval at a public meeting
- APRC Commissioner representative required on the Selection Panel
- Final approval by the APRC Commissioners to recommend the artwork in the context of the proposed location to City Council

Recommendation
Approval of Public Arts in Ashland Parks Review Process as presented in the packet.

Potential Motion
I move to approve the Public Arts in Ashland Parks Review Process as presented in the packet.

Attachments
Draft Public Arts in Ashland Parks Review Process.

Ashland Parks and
Recreation Commission

COMMISSION POLICY

TITLE: PUBLIC ART IN ASHLAND PARKS		**POLICY No.**
EFFECTIVE DATE	**REVISED DATE**	

PUBLIC ART IN ASHLAND PARKS POLICY

1. **Budget Clarification:** Initially, the Public Art Advisory Committee (PAAC) is to clarify the budget for the art project to determine the type and scale of work to be solicited.

2. **Site Identification with Parks Staff:** For artwork intended to be within public parks specifically, PAAC to involve Parks staff in identifying specific, suitable potential locations for APRC Commissioner's consideration, adhering to site selection guidelines in AMC 2.2.29.130.B.
Scale should also be proposed including height and footprint.

3. **Presentation to the APRC for Site Direction:** PAAC to present the identified potential sites to the APRC Commissioners to obtain direction on which site(s), if any, should be made available for the art installation and the project scale.

4. **Drafting an RFP:** PAAC develops a draft Request for Proposals (RFP) that specifies the selected site and outlines the artwork's general parameters, ensuring transparency and clarity in the proposals solicited.

5. **Stakeholder Approval:** PAAC presents the draft RFP, including the APRC Commissioners-preferred site and preferred scale, to relevant committees, the APRC Commissioners, and the City Council for approval before issuance, ensuring all stakeholders agree on the project direction.

6. **RFP Preparation and Issuance:** Following approval, prepare and issue the RFP to potential artists and creators, officially starting the proposal submission process.

7. **Selection Panel Formation:** Establish a selection panel, including a member of the APRC Commissioners, the Parks Director or their designee, and the other stakeholders identified by code (AMC/2.29.100.B) to evaluate the proposals.

8. **Recommendation Process:** The selection panel will recommend a proposal to the PAAC, following the guidelines in AMC 2.29.0130.A.

9. **Review by the APRC:** The PAAC forwards the recommendation to the APRC Commissioners for review and approval, allowing the Commissioners to consider the artwork in the context of its proposed location.

10. **Alternatives:** If APRC Commissioners decline to accept the presented proposal, PAAC may choose to forward a modified or new proposal to APRC Commissioners for consideration, based on Commissioner recommendations.

11. **Final Council Presentation:** The APRC Commissioners and PAAC's recommendations will then be presented to the City Council for final approval and award.

Approved: ____ Date: _____________

Jim Bachman, APRC Chair

Approved, as to form: ____ Date: _____________

City Attorney

ASHLAND PARKS & RECREATION COMMISSION

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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Commissioner Landt

DATE: June 12, 2024

SUBJECT: Approval of the Lithia Park Master Plan and Proposed Addenda (Action)

Situation
After a five-year delay, the Lithia Park Master Plan (Plan) and proposed addenda, is presented to Commissioners for approval.

Background
The Lithia Park Master Plan document was informed by multiple public gatherings, written public comments, input from APRC staff, and elected officials. Upon completion, it was noted that there were omissions and items that needed refinement among the many recommendations. APRC Commissioners chose to delay approval of the document until staff and the Lithia Park Subcommittee made revisions. The Plan in draft form has been posted on the Parks website and has been seen and read by members of the public.

Assessment
The Plan was created as a living document to guide the development and protection of Lithia Park for the next 100 years. The Plan accommodates changes in attitudes and circumstances over time with periodic reviews. The changes presented are in accordance with the initial document and could also be considered as a review after five years.

The proposed changes are in line with most of the public input received.

For historical, logistical, and reasons of clarity, beyond a few typos, the Plan presented by MIG, Inc and several contributing contractors has not been substantively changed.

Recommendation
Approval of the draft Lithia Park Master Plan and Addenda as presented in the packet.

After approval of the Plan, the recommendations will be prioritized by APRC Commissioners based on considerations such as budget constraints, desirability to community members, environmental concerns, regulatory direction, and safety. After prioritization by Commissioners, staff will develop a plan and timeline to implement the Park improvements.

Possible Motion
I move to approve the draft Lithia Park Master Plan and Addenda as presented in the packet.

Attachments
Lithia Park Master Plan

Lithia Park Master Park Addenda
Per commission approval on_______

Addendum to Recommendation 6: Restore Ashland Creek in this location and reconnect stream habitats that reflect pre-dam conditions by considering the removal of Granite Street Dam.

The ideal environmental solution would be to remove the swimming reservoir dam. That would be a major undertaking from a regulatory and political standpoint. Losing the reservoir swimming area would eliminate a beloved Park amenity.

Several benefits could be derived from taking intermediate steps if dam removal appears not to be in the foreseeable future. These steps could include reducing the large expanse of shallow water that raises water temperature and lowers water quality downstream in the creek. Gravel and fines removed from Reeder Reservoir could be placed in portions of the existing swallow water. This approach would reduce water temperature due to less shallow water and volume of water to warm. It would also provide additional stream shading if the newly expanded shoreline was planted with trees. The first step should be a careful analysis of the cost and benefit of this intermediate approach.

Addendum to Recommendation 7: Restore connection between Ashland Creek and its adjacent floodplain to decrease the creek's channelized form and increase creek health.

Use 100-year floodplain, clearly defined by FEMA, not the difficult to define term, "top of bank," as the delineation line to define the extent the Ashland Creek riparian corridor.

Plant only native plants on the East side of Ashland Creek above the playground.

Addendum to Recommendation 8: Improve water quality of Lithia Park's ponds by incorporating their function into Ashland Creek.
If regulatory and feasibility obstacles prevent placing a wetland between the Upper Duck Pond and Ashland Creek, continue to explore other water quality improvements. The current low water quality is a noticeable detriment to the aesthetics of the Park.

Addendum to Recommendation 13: Remove invasive vegetation species and replace with vegetation appropriate to the planned vegetation zone recommendations.

Although plantings in the riparian zones as noted on page 76 should consider "spring flowers and fall color," fast establishment and compatibility with the site's environment should be the higher priorities to improve canopy cover over Ashland Creek.

On page 79, add “and to ensure the soundness of the approach.” to text after “To ensure long term viability these should first be monitored in small test plot areas to determine the correct mix to suit particular locations and levels of foot traffic”

Notwithstanding the page 78 note, the Woodland Edge plantings on the east side of Ashland Creek above the playground are currently all native plants except for invasives. Without a strong argument for change, the area should remain limited to native plantings.

The Woodland section recommends regeneration of native pines trees. Currently the native ponderosa pine trees on the East hillside are experiencing severe die off. If more pine trees are planted, nearby native pines, like grey pines, from a drier, warmer climate could be considered. This approach would take into account the effects of climate change.

Currently, there is little regrowth of shrubs or trees on the East hillside. The cause (possibly over-browsing by deer) should be determined before revegetation measures are undertaken to help ensure that regrowth is successful.

Addendum to Recommendation 20: Redesign vehicular roads to increase safety for all modes of travel, including pedestrians and bikes, and reestablish connectivity between the different zones of the Park.

<u>Granite Street at the Ashland Japanese Garden</u>
Notwithstanding the recommendation that a sidewalk on the Park side of Granite Street be added in the future, a black, chain link fence was installed at the curb as part of the Japanese Garden perimeter fence. The fence can be moved if/when a sidewalk is built. In anticipation, future plantings and construction at the Japanese Garden within six feet of the curb should be avoided.

<u>Bicycle and Dog Walking Routes</u>
The routes shown (map/diagram on page 100) on Granite St, Glenview Dr, Fork Street, Pioneer Street, and Winburn Way provide options for enjoying Lithia Park within existing Park rules. Included is a route that circumnavigates the Park, providing an approximately three- mile mostly level to mild grade loop with almost constant views into the Park. Most segments of this route are already heavily used by walkers, dog walkers, and bicyclists. There are safety concerns with this route as currently configured.

Above 440 Granite Street the road narrows, has a blind corner and no sidewalk. Pedestrians, dog walkers, bicyclists, and motor vehicles all share the same twenty-foot-wide street. Some segments do not have widening options due to topography. There are no traffic calming measures and only one sign to warn of the congested situation. In addition to Granite Street being heavily used as a recreation route, it also leads to trails and parking for trails that are among the most popular in the area. And it is the only at grade route to walk from the main sections of Lithia Park to the upper reaches of the Park, including the swimming reservoir. All other routes require negotiating significant grade changes.

Glenview Drive is needlessly broad in some sections, encouraging speeding. In other areas Glenview is narrow, increasing the challenge of safe passage for all transportation modes. There is no designated location for non-motorized traffic. There is no posted speed limit. Recommend measures enhancing bicycle and pedestrian safety and user experience. Institute traffic calming measures. Consider one way traffic.

Fork Street is also part of the existing, but undeveloped trail/pathway around Lithia Park. It is narrower than Glenview. Consider changing to one way traffic plus two-way for local traffic and/or using traffic calming measures.

Current paving and chip sealing on Glenview and Fork Streets should address the dust issue that has been a longstanding problem, but also may result in higher vehicular speeds.

If the problematic areas of this loop were addressed, this scenic loop trail around Lithia Park would be even more of a magnet than it currently is for pedestrians and bicyclists, tourists, and community members.

Public Works and the Traffic Safety Committee would implement these recommendations, since with the exception of Winburn Way within Lithia Park, the streets discussed are outside APRC jurisdiction.

Winburn Way Reconfiguration

Include diagram.

Recommendation 20 includes the concept of making Winburn Way one way from the Bandshell to the intersection with Granite Street. One-way traffic would allow more room in the existing paved street for pedestrians and bicyclists, improved safety, and comfort. A solution is needed because of the current unsafe situation with vehicles, bicyclists, pedestrians, and dog walkers all vying for space in the 30-foot-wide paved area, too wide to encourage motorized vehicle adherence to the 15 mph speed limit. Sidewalks currently only exist along the roadway in a few short sections.

There are other approaches that would maintain the two-way vehicular traffic flow. One concept is shown on the following diagram with 10 feet-wide vehicular lanes, a sidewalk, an uphill bicycle path, and a shared downhill lane where bicyclists are presumed to be able to match the 15-mph speed limit.

Another possible solution is to reserve the existing 30 feet-wide roadway for bicyclists and vehicles with an adjacent sidewalk. Although this approach creates more impervious surface, it avoids the issue of having to reconstruct the roadway storm water inlets and provides more room for non-motorized and pedestrian traffic.

Currently, the sidewalk starting at the Plaza along Winburn Way on the west side of the street ends at Nutley Street. The Sidewalk on the east side of Winburn Way runs almost to the bandshell before it deviates to the Enders Shelter. Sidewalks should be extended on both sides of Winburn Way, at least to the bandshell area. A crosswalk should be added across Winburn Way at the intersection with Nutley Street for safety.

In last sentence of the recommendation, change "east" to "west."

Addendum to Recommendation 21: Incorporate green infrastructure and elements to support alternate and/or green transportation when redesigning or improving parking lots and streets.

Riding bicycles and other alternative transportation to Lithia Park would be consistent with City Transportation and Climate Action goals. At present, bicycle riding and other mechanized modes of transport are prohibited within the Park. Installing bike and alternative racks at entry points to the Park would align with the above goals and be consistent with the Park rule. Covered bicycle parking at major entry points would further encourage green transportation goals.

Addendum to Recommendation 23: Support mountain biking opportunities through potential land acquisition area adjacent to the Park.

LPMP p 100-101 proposes no changes to dog and bike policies within the Park. However, consideration is now underway to determine the desirability of a bike trail through the east side slopes of Lithia Park between Glenview Drive and Ashland Creek. After hearing from the community, if APRC Commissioners decide to allow a bike trail through Lithia Park, this would be an example of an evolution away from the Plan's support of the prohibition of bicycling within Lithia Park.

Addendum to Recommendation 35: Relocate restrooms and water fountains out of the floodplain to highly visible and easily serviced areas that are located throughout the length of the Park.

Add "swimming reservoir" to list of restrooms on page 116.

Addendum to Recommendation 37: Sensitively remove abandoned non-historic infrastructure and introduce new infrastructure that is sensitive to the Park's cultural and natural character and function.

Lithia Park is over a hundred years old with much of the infrastructure decades old and in some instances almost a hundred years old. There are many structures and elements that are in obvious need of repairing, replacing, or determining if their utility remains.

Periodically evaluate infrastructure to document and plan for needed repairs or replacement. Periodic review will provide the opportunity to maintain infrastructure and minimize deferred maintenance. Fences, stairs, steps, railings, sidewalks, water fountains, bridge abutments, benches, picnic tables, bridge structural members, and drainage systems are examples of infrastructure to review.

Questions to ask include:
Does the proposed action improve or maintain safety?
Does proposed action improve or maintain Park users' experience?
Does proposed action improve or maintain positive ecological values?
Does proposed action provide more benefits than costs?

Fences are an obvious example of current deferred maintenance. There are dozens of breaches in the Park's fences. The review should include a determination of whether the fence sections are still needed.

- All infrastructure repair and replacements should be undertaken to industry and regulatory standards.
- All new infrastructure should be to industry and regulatory standards.
- Inventory and remove abandoned lights, light poles, and other electrical remnants on East side of Creek above the Playground.
- Limit lighting to paved walks, parking lots, and gathering locations. Avoid lighting in more natural areas like along the east side Ashland Creek trail upstream from the Playground to maintain the natural character and to support wildlife.
- All lighting to conform to APRC dark sky/light trespass lighting.
- Over a period of several years (to minimize plant die off) abandon east side irrigation above the playground. This would save money and be consistent with the naturalized landscape in this section of the Park.
- For aesthetic reasons, visible/exposed pipes should be black, earth tone, or metallic. Avoid exposed white and bright, unnatural colored pipes. This recommendation resonates most strongly where pipes empty into Ashland Creek.
- Over time, find all underground utilities and main irrigation lines. Mark all found utilities and lines on a master as-built utilities plan.
- Show the 100-year floodplain boundaries on same as-built plan.

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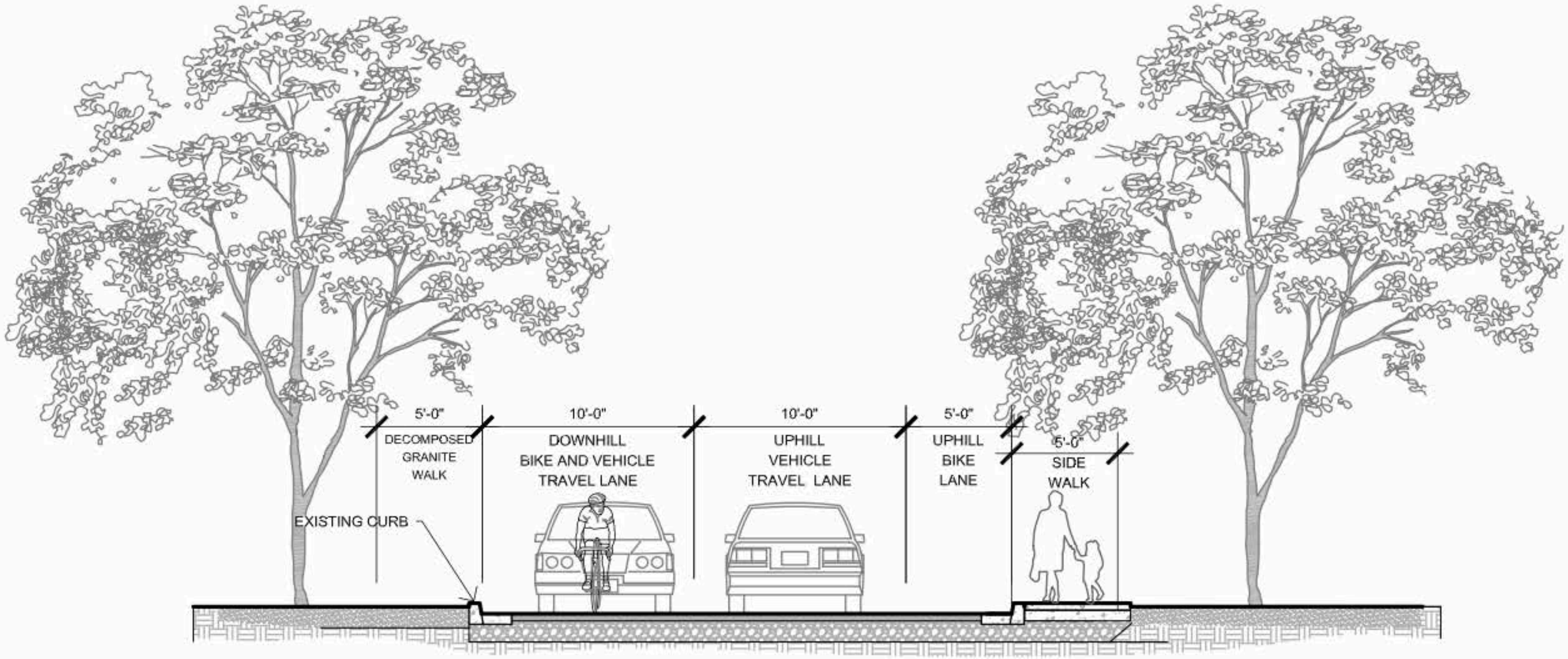

SECTION: STREET - WINDBURN WAY AT JAPANESE GARDEN

Scale: 1/8"= 1'-0"

D-STREET-SECTION-01.DWG

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Leslie Eldridge, APRC Interim Director

DATE: June 12, 2024

SUBJECT: Third Quarter 2024 Financial Update (Information) (Goal #1 Best Management Practices)

Situation
The target percentage of General Fund expenses for the third quarter is 75%. APRC is trending below budget at 63.40% year to date. This is primarily due to staffing shortages at the beginning of the fiscal year. CIP balance and Parks revenue information is also provided in this report.

Background
After Finance Director Berry provides a city-wide quarterly financial report to Council, APRC staff present an APRC-specific quarter-end financial report and review of significant items. The current biennial budget began on July 1, 2023. The third quarter report of fiscal year (FY) 24 provided in this packet runs from January 1, 2024 to March 31, 2024.

Significant budget changes this biennium (effective July 1, 2023)
The APRC operations budget is now included in the City General Fund (GF).

The Recreation Administration budget has been removed and added to the Administrative budget. Parks Operations include all facilities and maintenance expenses for *all* Divisions. Recreation Programs, Nature Center, Senior Services, and Golf Recreation only include personnel and programming costs.

Temporary employees are now included in the Professional Services expenses of M&S for each Division.

Assessment
APRC General Fund Operating Expenses
The target percentage of General Fund expenses for the third quarter is 75%. We are trending below budget at 63.40% year to date. Some expenses are seasonal, such as irrigation, temps, and pool operations, so we would expect off-season expenses to be lower than during the high season. A significant portion of our cost savings derive from vacant staff positions throughout the fiscal year.

Recreation Events and Senior Services have already met their revenue goals for FY 24. Ice rink revenues were less than predicted. The Daniel Meyer Pool has re-opened for the summer and may reach its revenue goals. Youth/Adult Recreation, Golf, Facility Rental and Nature Center programs are all down significantly due to staffing shortages, closure of Community Center and Pioneer Hall and organizational/budgeting decisions.

As of March 31, 2024, the Parks Capital Improvement (CIP) Fund currently had $3.36M, with approximately $700K spent to date, primarily on land acquisition, and nearly $300k in encumbrances. With new staff and large projects moving forward, spending is predicted to increase later this Biennium.

Attachments

Operations Expense Graph
Operations Expense Table
Revenue Graph

Council Business Meeting

Date: May 21, 2024

Agenda Item	3rd Quarter Financial Update
From	Mariane Berry, Finance Director
Contact	mariane.berry@ashland.or.us

SUMMARY

On a quarterly basis, the Finance Department presents the current quarter-end financial statements and provides a review of significant items. Finance will also provide departmental updates as well as an outlook for the remainder of the year.

POLICIES, PLANS & GOALS SUPPORTED

Administrative/Governance goal:
"To ensure on-going fiscal ability to provide desired and required services at an acceptable level."

BACKGROUND AND ADDITIONAL INFORMATION

Presented in this packet are the Financial Statements for the nine-month period ending March 31, 2024, which is in the first year of the budget biennium and 75% of the fiscal year.
The March 2024 Financial Statements include the Summary of Fund Balances, the Statement of Revenue and Expenditure for each fund and city-wide, and the Summary of Cash & Investments. These reflect that the City is tracking as expected for the period, and any significant items will be discussed during the presentation.

Revenues – For the period ending March 31, 2024, the City received $12.97M or 96% of budgeted property taxes for the year. The City has collected two quarters of Food & Beverage and Transient Lodging Tax (TLT) Revenue, $1.83M or 57% and $1.85M or 60% of budget, respectively. Food & Beverage and TLT revenues are caught up at year-end through the modified accrual basis of accounting, therefore to-date, collections reflect higher than budget for the period. Charges for utility services are $27.02M or 75% of budget. Franchise fee revenue is $2.78M or 67% of budget, reflecting lower than budgeted due to Ashland Home Network shutting down its cable TV service as of December 31, 2023.

Expenditures – For the period ending March 31, 2024, fund expenditures are within budget expectations for the period with the exception of capital outlay. Overall capital expenditures have not materialized as planned primarily due to the status of the Water Treatment Plant Project.

Ending Fund Balances, Cash & Other – As of March 31, 2024, Total Fund Balances city-wide is $87.15M, which was $5.84M or 7.2% higher than the previous year. The General Fund Ending Fund Balance for the period is $24.72M, which was $1.44M or 6.2% higher than the previous year. Cash & investment balance is $80.51M, which is $4.38M or 5.8% from the previous year. The General Fund cash & investment balance is $23.5M, which is $742K or 3.26% higher than the previous year. These increases are generally attributable to higher interest income and the timing of payables. Overall, Liquidity for the City remains strong.

Grant and debt reimbursements have been received in the Airport Fund and Street Fund, respectively, reflecting updated Ending Fund balances. Timing of reimbursement reflects a temporary negative Community Block Grant Fund balance which will correct itself in the following month(s).
The presentation will also include a Finance Department Update as well as other key items of interest.

FISCAL IMPACTS

SUGGESTED ACTIONS, MOTIONS, AND/OR OPTIONS

Council Business Meeting

REFERENCES & ATTACHMENTS

1. 9. Mar24 FY24 Financial Report

City of Ashland
Summary of Fund Balances
Preliminary as of March 31, 2024

Fund	Balance March 31, 2024	Balance March 31, 2023	Change From FY 2023	2023-2024 Requirements	Over(Under) Requirements
General Fund	$ 24,721,850	$ 23,284,702	$ 1,437,147	5,997,105	267%
Tourism Fund	847,816	821,557	26,259	No Policy	N/A
Housing Fund	249,824	277,605	(27,782)	No Policy	N/A
Community Block Grant Fund	(1,647)	16,898	(18,546)	No Policy	N/A
Reserve Fund	1,866,496	1,781,742	84,754	No Policy	N/A
Street Fund	305,680	5,341,270	(5,035,590)	608,622	-50%
SDC Street Fund	3,344,646	124,954	3,219,692	No Policy	N/A
Airport Fund	20,265	345,993	(325,727)	9,012	80%
Capital Improvements Fund	1,167,410	1,242,981	(75,571)	No Policy	N/A
Parks Capital Improvements Fund	3,361,448	3,041,627	319,821	No Policy	N/A
SDC Parks Fund	397,431	28,707	368,724	No Policy	N/A
Debt Service Fund	1,110,367	1,093,471	16,896	No Policy	N/A
Water Fund	16,905,560	15,470,414	1,435,145	2,098,592	420%
SDC Water Fund	987,636	(252,155)	1,239,791	No Policy	N/A
Wastewater Fund	5,931,985	7,945,885	(2,013,901)	2,187,956	171%
SDC Wastewater Fund	2,304,886	21,233	2,283,652	No Policy	N/A
Storm Drain Fund	2,062,596	1,978,829	83,767	146,568	1307%
SDC Storm Drain Fund	24,971	12,015	12,956	No Policy	N/A
Electric Fund	8,544,940	6,863,112	1,681,828	4,115,598	108%
Telecommunications Fund	3,103,820	3,116,450	(12,630)	457,525	437%
Insurance Services Fund	1,352,775	925,811	426,964	668,486	102%
Equipment Fund	7,576,480	6,880,243	696,237	4,897,619	55%
Cemetery Trust Fund	962,659	942,367	20,293	No Policy	N/A
	$ 87,149,893	$ 81,305,710	$ 5,844,183		
Total Fund Balances	$ 87,149,893	$ 81,305,710	$ 5,844,183		
Restricted and Committed Funds					
Restricted	$ 12,516,425	$ 9,777,244	$ 2,739,181		
Committied	20,516,967	12,014,094	8,502,873		
Unassigned	54,116,501	59,514,372	(5,397,872)		
Total Fund Balances	$ 87,149,893	$ 81,305,710	$ 5,844,183		

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
110 General Fund Revenues							
Taxes	$ 20,652,962	$ 24,638,791	83.8%	103.5%	$ 19,960,384	$ 23,302,862	85.7%
Licenses and Permits	1,199,311	1,264,100	94.9%	133.2%	900,636	1,068,226	84.3%
Intergovernmental	717,777	2,672,025	26.9%	33.1%	2,168,075	4,041,869	53.6%
Charges for Services	10,208,634	13,037,604	78.3%	100.8%	10,127,976	12,521,935	80.9%
Fines	235,784	174,500	135.1%	171.9%	137,155	220,916	62.1%
Interest on Investments	921,511	300,000	307.2%	298.3%	308,911	464,243	66.5%
Miscellaneous	286,622	84,150	340.6%	171.9%	166,785	214,022	77.9%
Transfer In (City General Fund)	-	-	N/A	0.0%	2,660,247	3,546,996	75.0%
Transfer In (Parks CIP Fund)	-	-	N/A	N/A	-	-	N/A
Transfer In (Parks CIP)	422,545	422,545	100.0%	0.0%	-	-	N/A
Transfer In (Water Fund)	50,000	50,000	100.0%	100.0%	50,000	50,000	100.0%
Transfer In (Cemetery)	37,734	148,364	25.4%	264.5%	14,264	20,826	68.5%
Total Revenues and Other Sources	34,732,879	42,792,079	81.2%	95.2%	36,494,433	45,451,895	80.3%

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				**Prior Fiscal Year**		
110 General Fund Expenditures							
Administration Department	3,120,884	4,625,295	67.5%	229.6%	1,358,992	2,032,558	66.9%
Administration - Municipal Court	364,657	544,256	67.0%	116.7%	312,449	414,831	75.3%
Administration - Health Benefits Fund	-	-	N/A	0.0%	2,597,397	2,668,448	97.3%
Information Technology Department	1,311,684	2,350,890	55.8%	156.9%	835,852	1,315,699	63.5%
Finance Department	2,191,287	3,259,278	67.2%	119.5%	1,834,237	2,504,582	73.2%
City Recorder	131,354	283,519	46.3%	85.3%	154,028	227,266	67.8%
Police Department	6,101,973	9,203,005	66.3%	118.4%	5,154,088	6,865,534	75.1%
Fire and Rescue Department	10,638,830	14,916,007	71.3%	132.0%	8,058,569	10,952,799	73.6%
Public Works Department	2,040,076	5,085,801	40.1%	92.1%	2,214,320	2,986,759	74.1%
Community Development	1,430,310	2,471,617	57.9%	105.6%	1,354,955	1,804,429	75.1%
Parks Department	4,279,634	7,153,590	59.8%	85.2%	5,024,390	6,771,629	74.2%
Transfer Out (Parks)	-	-	N/A	0.0%	2,660,247	3,546,996	75.0%
Transfer out (Tourism Fund)	-	-	N/A	0.0%	775,474	775,474	100.0%
Transfer Out (Housing Fund)	-	100,000	0.0%	N/A	-	-	N/A
Transfer Out (Capital Improvements)	-	100,000	0.0%	N/A	-	-	N/A
Transfer Out (Debt Service Fund)	110,000	110,000	100.0%	N/A	-	-	N/A
Transfer Out (Cemetery Fund)	500	500	100.0%	100.0%	500	500	100.0%
Contingency	-	857,443	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	31,721,188	51,061,201	62.1%	98.1%	32,335,498	42,867,504	75.4%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	3,011,692	(8,269,122)	136.4%	72.4%	4,158,935	2,584,391	160.9%
Beginning Fund Balance	**21,710,158**	19,559,426	111.0%	113.5%	19,125,767	19,125,767	100.0%
Ending Fund Balance	$ 24,721,850	$ 11,290,304	219.0%	106.2%	$ 23,284,702	**$ 21,710,158**	107.3%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	2,735,848
Unassigned Fund Balance	$ 21,986,001

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
230 Tourism Fund							
Taxes	$ 570,659	$ 947,438	60.2%	103.4%	$ 551,921	$ 870,482	63.4%
Interest	38,047	12,000	317.1%	343.9%	11,064	17,267	64.1%
Miscellaneous	-	-	N/A	N/A	-	-	N/A
Transfer In (General Fund)	-	-	N/A	0.0%	775,474	775,474	100.0%
Total Revenues and Other Sources	608,706	959,438	63.4%	45.5%	1,338,459	1,663,223	80.5%
Personnel Services	59,364	71,970	82.5%	141.9%	41,824	59,478	70.3%
Materials and Services	693,607	1,161,338	59.7%	146.0%	475,078	611,663	77.7%
Contingency		37,051	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	752,971	1,270,359	59.3%	145.7%	516,902	671,141	77.0%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(144,266)	(310,921)	53.6%	-17.6%	821,557	992,082	82.8%
Beginning Fund Balance	**992,082**	1,015,037	97.7%	N/A	-	-	N/A
Ending Fund Balance	$ 847,816	$ 704,116	120.4%	103.2%	$ 821,557	**$ 992,082**	82.8%

Reconciliation of Fund Balance:

Restricted and Committed Funds	847,816
Unassigned Fund Balance	$ -

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
240 Housing Fund							
Taxes	$ -	$ -	N/A	N/A	$ -	$ -	N/A
Intergovernmental	-	-	N/A	N/A	-	-	N/A
Interest on Investments	9,701	1,000	970.1%	238.1%	4,075	10,631	38.3%
Miscellaneous	-	-	N/A	N/A	-	4,800	0.0%
Transfer In (General Fund)	-	100,000	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	9,701	101,000	9.6%	238.1%	4,075	15,431	26.4%
Personnel Services	-	-	N/A	N/A	-	-	N/A
Materials and Services	-	200,000	0.0%	0.0%	7,130	55,969	12.7%
Capital Outlay	-	-	N/A	N/A	-	-	N/A
Total Expenditures and Other Uses	-	200,000	0.0%	0.0%	7,130	55,969	12.7%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	9,701	(99,000)	109.8%	-317.5%	(3,056)	(40,538)	7.5%
Beginning Fund Balance	**240,123**	221,798	108.3%	85.6%	280,661	280,661	100.0%
Ending Fund Balance	$ 249,824	$ 122,798	203.4%	90.0%	$ 277,605	**$ 240,123**	115.6%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	249,824
Unassigned Fund Balance	$ -

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
250 Community Development Block Fund							
Intergovernmental	$ 22,144	$ 201,812	11.0%	12.3%	$ 180,324	$ 256,256	70.4%
Total Revenues and Other Sources	22,144	201,812	11.0%	12.3%	180,324	256,256	70.4%
Personnel Services	38,264	34,407	111.2%	194.1%	19,719	37,179	53.0%
Materials and Services	22,144	204,024	10.9%	12.3%	180,324	219,077	82.3%
Total Expenditures and Other Uses	60,408	238,431	25.3%	30.2%	200,043	256,256	78.1%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(38,264)	(36,619)	-4.5%	194.1%	(19,719)	-	N/A
Beginning Fund Balance	**36,617**	36,619	100.0%	100.0%	36,617	36,617	100.0%
Ending Fund Balance	$ (1,647)	$ -	0.0%	-9.7%	$ 16,898	**$ 36,617**	46.1%

Reconciliation of Fund Balance:

Restricted and Committed Funds	(1,647)
Unassigned Fund Balance	$ -

*The negative ending fund balance is due to the timing of a grant reimbursement request.

City of Ashland
Statement of Resources, Requirements, and Changes in Fund Balance
Preliminary as of March 31, 2024
(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
255 Reserve Fund							
Interest on Investments	$ 72,284	$ 25,000	289.1%	267.9%	$ 26,981	$ 39,451	68.4%
Total Revenues and Other Sources	72,284	25,000	289.1%	289.1%	26,981	39,451	68.4%
Interfund Loan (Health Benefits Fund)	-	-	N/A	N/A	-	-	N/A
Operating Transfer out	-	-	N/A	N/A	-	-	N/A
Total Expenditures and Other Uses	-	-	N/A	N/A	-	-	N/A
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	72,284	25,000	289.1%	267.9%	26,981	39,451	68.4%
Beginning Fund Balance	**1,794,212**	1,784,761	100.5%	102.2%	1,754,761	1,754,761	100.0%
Ending Fund Balance	$ 1,866,496	$ 1,809,761	103.1%	104.8%	$ 1,781,742	**$ 1,794,212**	99.3%

Reconciliation of Fund Balance:

Restricted and Committed Funds	1,866,496
Unassigned Fund Balance	$ (0)

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
260 Street Fund							
Taxes	$ 1,315,061	$ 2,346,102	56.1%	234.5%	$ 560,693	$ 788,818	71.1%
Intergovernmental	1,280,539	1,652,500	77.5%	101.6%	1,259,942	1,686,912	74.7%
Charges for Services - Rates	1,270,782	1,666,100	76.3%	100.4%	1,266,232	1,687,905	75.0%
Charges for Services - Misc. Service Fees	-	15,000	0.0%	0.0%	406	406	100.0%
System Development Charges	-	-	N/A	N/A	-	-	N/A
Assessments	-	3,000	0.0%	0.0%	384	1,455	26.4%
Interest on Investments	39,812	80,000	49.8%	51.0%	78,037	114,013	68.4%
Miscellaneous	641	-	N/A	7.0%	9,221	9,221	100.0%
Other Financing Sources	-	8,984,110	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	3,906,835	14,746,812	26.5%	123.1%	3,174,915	4,288,729	74.0%
Public Works - Ground Maintenance	187,605	270,000	69.5%	135.3%	138,694	240,233	57.7%
Public Works - Street Operations	5,231,900	10,583,812	49.4%	165.8%	3,155,956	4,943,326	63.8%
Public Works - Street Operations Debt	-	2,423,865	0.0%	0.0%	74,931	-	N/A
Public Works - Transportation SDC's	-	-	N/A	N/A	-	-	N/A
Transfer Out (Insurance Fund)	-	-	N/A	N/A	-	-	N/A
Contingency	-	130,294	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	5,419,505	13,407,971	40.4%	160.8%	3,369,581	5,183,559	65.0%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(1,512,670)	1,338,841	-113.0%	777.1%	(194,667)	(894,830)	21.8%
Beginning Fund Balance	**1,818,350**	1,701,979	106.8%	32.8%	5,535,938	5,535,938	100.0%
Ending Fund Balance	$ 305,680	$ 3,040,820	10.1%	5.7%	$ 5,341,270	**$ 4,641,108**	115.1%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	305,681
Unassigned Fund Balance	$ (0)

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
263 SDC Street Fund							
System Development Charges	$ 257,999	$ 150,000	172.0%	206.5%	$ 124,954	$ 155,273	80.5%
Interest on Investments	108,616	-	N/A	N/A	-	-	N/A
Other Financing Sources	-	1,516,950	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	366,615	1,666,950	22.0%	293.4%	124,954	155,273	80.5%
Materials and Services	-	25,000	0.0%	N/A	-	-	N/A
Capital Outlay	-	1,516,950	0.0%	N/A	-	-	N/A
Contingency	-	46,259	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	-	1,588,209	0.0%	N/A	-	-	N/A
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	366,615	78,741	465.6%	293.4%	124,954	155,273	80.5%
Beginning Fund Balance	**2,978,031**	3,002,755	99.2%	N/A	-	-	N/A
Ending Fund Balance	$ 3,344,646	$ 3,081,496	108.5%	2676.7%	$ 124,954	**$ 155,273**	80.5%

Reconciliation of Fund Balance:

Restricted and Committed Funds	3,344,646
Unassigned Fund Balance	$ -

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
280 Airport Fund							
Intergovernmental	$ 2,343,952	$ 1,529,700	153.2%	N/A	$ -	$ 77,798	0.0%
Charges for Services - Rates	124,512	170,000	73.2%	84.1%	148,124	198,047	74.8%
Interest on Investments	4,338	3,000	144.6%	97.3%	4,458	6,740	66.1%
Miscellaneous	-	-	N/A	N/A	4,622	4,622	100.0%
Total Revenues and Other Sources	2,472,803	1,702,700	145.2%	1573.0%	157,202	287,207	54.7%
Materials and Services	50,498	95,350	53.0%	95.4%	52,927	72,919	72.6%
Capital Outlay	2,801,035	1,613,000	173.7%	4961.5%	56,455	113,463	49.8%
Contingency	-	2,861	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	2,851,534	1,711,211	166.6%	2607.0%	109,382	186,382	58.7%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(378,731)	(8,511)	-4349.9%	-792.0%	47,821	100,825	47.4%
Beginning Fund Balance	**398,996**	86,831	459.5%	133.8%	298,171	298,171	100.0%
Ending Fund Balance	$ 20,265	$ 78,320	25.9%	5.9%	$ 345,993	**$ 398,996**	86.7%

Reconciliation of Fund Balance:

Restricted and Committed Funds	20,265
Unassigned Fund Balance	$ (0)

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				**Prior Fiscal Year**		
410 Capital Improvements Fund							
Intergovernmental	$ 1,158,200	$ 2,058,100	56.3%	56.3%	$ -	$ -	N/A
Charges for Services - Misc. Service fees	162,186	-	56.3%	56.3%	153,563	207,475	74.0%
System Development Charges - Parks	-	-	56.3%	56.3%	-	-	N/A
Interest on Investments	43,815	10,000	438.1%	236.9%	18,493	27,519	67.2%
Miscellaneous	-	-	N/A	N/A	-	-	N/A
Transfer In (General Fund)	-	100,000	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	1,364,201	2,168,100	62.9%	792.9%	172,056	234,994	73.2%
Public Works - Capital Outlay	1,195,217	3,111,174	38.4%	5355.8%	22,316	44,932	49.7%
Finance - Open Space (Parks)	-	-	N/A	N/A	5,000	5,000	100.0%
Transfer Out (Debt Service Fund)	-	-	N/A	0.0%	110,000	110,000	100.0%
Transfer Out (Insurance Fund)	-	-	N/A	N/A	-	-	N/A
Contingency	-	-	N/A	N/A	-	-	N/A
Total Expenditures and Other Uses	1,195,217	3,111,174	38.4%	870.4%	137,316	159,932	85.9%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	168,984	(943,074)	117.9%	486.4%	34,739	75,062	46.3%
Beginning Fund Balance	**998,426**	1,035,362	96.4%	82.6%	1,208,242	1,208,242	100.0%
Ending Fund Balance	$ 1,167,410	$ 92,288	1265.0%	93.9%	$ 1,242,981	**$ 1,283,304**	96.9%

Reconciliation of Fund Balance:

Restricted and Committed Funds	1,167,410
Unassigned Fund Balance	$ (0)

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
411 Parks Capital Improvement Fund							
Taxes	$ 456,631	$ 803,460	56.8%	27.1%	$ 1,682,537	$ 2,905,207	57.9%
Intergovernmental	101,000	1,889,600	5.3%	91.8%	110,000	110,000	100.0%
Interest on Investments	139,455	30,000	464.8%	412.1%	33,843	55,025	61.5%
Miscellaneous	-	50,000	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	697,085	2,773,060	25.1%	38.2%	1,826,380	3,070,232	59.5%
Materials and Services	-	-	N/A	N/A	4,675	4,675	100.0%
Capital Outlay	700,716	6,216,100	11.3%	122.9%	569,976	881,483	64.7%
Transfer Out (Debt Service Fund)	186,347	186,347	100.0%	98.8%	188,596	188,596	100.0%
Transfer Out (General Fund)	422,545	422,545	100.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	1,309,608	6,824,992	19.2%	171.6%	763,247	1,074,754	71.0%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(612,523)	(4,051,932)	84.9%	-57.6%	1,063,133	1,995,478	53.3%
Beginning Fund Balance	**3,973,971**	5,590,786	71.1%	200.9%	1,978,493	1,978,493	100.0%
Ending Fund Balance	$ 3,361,448	$ 1,538,854	218.4%	110.5%	$ 3,041,627	**$ 3,973,971**	76.5%

Reconciliation of Fund Balance:

Restricted and Committed Funds	3,361,448
Unassigned Fund Balance	$ -

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
413 SDC Parks Fund							
System Development Charges - Parks	63,730	50,000	127.5%	222.0%	28,707	35,690	80.4%
Interest on Investments	13,133	-	N/A	N/A	-		N/A
Miscellaneous	-	-	N/A	N/A	-		N/A
Total Revenues and Other Sources	76,863	50,000	153.7%	267.8%	28,707	35,690	80.4%
Materials and Services	-	-	N/A	N/A	-	-	N/A
Capital Outlay	-	227,832	0.0%	N/A	-	-	N/A
Contingency	-	6,835	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	-	234,667	0.0%	N/A	-	-	N/A
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	76,863	(184,667)	141.6%	267.8%	28,707	35,690	80.4%
Beginning Fund Balance	**320,568**	284,878	112.5%	N/A	-		N/A
Ending Fund Balance	$ 397,431	$ 100,211	396.6%	1384.4%	$ 28,707	**$ 35,690**	80.4%

Reconciliation of Fund Balance:

Restricted and Committed Funds	397,431
Unassigned Fund Balance	$ -

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland
Statement of Resources, Requirements, and Changes in Fund Balance
Preliminary as of March 31, 2024
(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
530 Debt Services							
Taxes	$ 196,317	$ 206,238	95.2%	96.1%	$ 204,214	$ 213,819	95.5%
Charges for Services - Internal	946,196	1,261,595	75.0%	100.0%	946,030	1,261,373	75.0%
Interest on Investments	18,791	9,000	208.8%	202.0%	9,303	16,050	58.0%
Transfer In (General Fund)	110,000	110,000	100.0%	100.0%	110,000	110,000	100.0%
Transfer In (Parks CIP)	186,347	186,347	100.0%	98.8%	188,596	188,596	100.0%
Total Revenues and Other Sources	1,457,651	1,773,180	82.2%	100.0%	1,458,143	1,789,838	81.5%
Debt Service	1,389,176	1,757,126	79.1%	101.1%	1,374,473	1,757,747	78.2%
Total Expenditures and Other Uses	1,389,176	1,757,126	79.1%	101.1%	1,374,473	1,757,747	78.2%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	68,475	16,054	426.5%	81.8%	83,670	32,091	260.7%
Beginning Fund Balance	**1,041,892**	815,165	127.8%	103.2%	1,009,801	1,009,801	100.0%
Ending Fund Balance	$ 1,110,367	$ 831,219	133.6%	101.5%	$ 1,093,471	**$ 1,041,892**	105.0%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	1,110,367
Unassigned Fund Balance	$ -

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
670 Water Fund							
Intergovernmental	$ 76,510	$ -	N/A	N/A	$ -	$ 26,250	0.0%
Charges for Services - Rates	6,518,535	8,555,000	76.2%	97.9%	6,660,228	8,585,183	77.6%
Charges for Services - Misc. Service Fees	59,197	89,000	66.5%	188.1%	31,476	45,677	68.9%
System Development Charges	-	-	N/A	N/A	-		0.0%
Interest on Investments	576,053	200,000	288.0%	275.1%	209,396	304,255	68.8%
Miscellaneous	1,810	25,000	7.2%	1673.7%	108	1,289	8.4%
Other Financing Sources	-	8,760,062	0.0%	N/A	1,366,794	2,151,168	63.5%
Total Revenues and Other Sources	7,232,105	17,629,062	41.0%	87.5%	8,268,001	11,113,822	74.4%
Public Works - Conservation	61,891	294,439	21.0%	76.2%	81,200	111,717	72.7%
Public Works - Water Supply	850,918	4,993,034	17.0%	127.3%	668,445	963,353	69.4%
Public Works - Water Supply Debt	118,500	118,502	100.0%	92.7%	127,843	127,843	100.0%
Public Works - Water Distribution	3,227,280	7,772,570	41.5%	116.3%	2,774,896	3,759,910	73.8%
Public Works - Water Distribution Debt	197,581	206,009	95.9%	76.3%	259,071	269,195	96.2%
Public Works - Water Treatment	1,174,297	6,244,414	18.8%	38.3%	3,062,542	3,535,917	86.6%
Public Works - Water Treatment Debt	5,563	448,695	1.2%	7.6%	72,882	73,495	99.2%
Debt Service	-	-	N/A	N/A	-	-	N/A
Transfer Out (General Fund to AFR)	50,000	50,000	100.0%	100.0%	50,000	50,000	100.0%
Transfer Out (Insurance Fund)	-	-	N/A	N/A	-	-	N/A
Contingency	-	219,645	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	5,686,030	20,347,308	27.9%	80.1%	7,096,879	8,891,430	79.8%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	1,546,075	(2,718,246)	156.9%	132.0%	1,171,122	2,222,392	52.7%
Beginning Fund Balance	**15,359,485**	12,341,551	124.5%	107.4%	14,299,291	14,299,291	100.0%
Ending Fund Balance	$ 16,905,560	$ 9,623,305	175.7%	109.3%	$ 15,470,414	**$ 16,521,683**	93.6%

Reconciliation of Fund Balance:

Restricted and Committed Funds	6,000,000
Unassigned Fund Balance	$ 10,905,560

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
673 SDC Water Fund							
System Development Charges - Water	179,220	175,000	102.4%	138.3%	129,561	175,610	73.8%
Interest on Investments	32,995	-	N/A	N/A	-	-	N/A
Miscellaneous	-	-	N/A	N/A	-	-	N/A
Other Financing Sources	-	2,712,021	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	212,215	2,887,021	7.4%	163.8%	129,561	175,610	73.8%
Materials and Services	-	150,000	0.0%	0.0%	-	-	N/A
Capital Outlay	3,784	3,139,129	0.1%	N/A	-		N/A
Public Works - Debt SDC's	81,878	205,256	39.9%	N/A	33,633	33,333	100.9%
Public Works - Improvement SDC's	-	-	N/A	0.0%	348,083	443,393	78.5%
Contingency	-	103,587	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	85,662	3,597,972	2.4%	22.4%	381,716	476,726	80.1%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	126,554	(710,951)	117.8%	-50.2%	(252,155)	(301,116)	83.7%
Beginning Fund Balance	**861,082**	1,183,793	72.7%	N/A	-		N/A
Ending Fund Balance	$ 987,636	$ 472,842	208.9%	-391.7%	$ (252,155)	**$ (301,116)**	83.7%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	987,636
Unassigned Fund Balance	$ -

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City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
675 Wastewater Fund							
Taxes	$ -	$ -	N/A	N/A	$ -	$ -	N/A
Intergovernmental	-	-	N/A	N/A	-	-	N/A
Charges for Services - Rates	4,785,584	6,200,000	77.2%	99.3%	4,818,478	6,390,372	75.4%
Charges for Services - Misc. Service Fees	-	-	N/A	N/A	-	-	N/A
System Development Charges	-	-	N/A	N/A	-	-	N/A
Interest on Investments	195,508	80,000	244.4%	180.9%	108,097	156,722	69.0%
Miscellaneous	3,939	-	N/A	6252.0%	63	957	6.6%
Other Financing Sources	450,807	4,175,146	10.8%	23.8%	1,893,762	4,090,784	46.3%
Total Revenues and Other Sources	5,435,838	10,455,146	52.0%	79.7%	6,820,400	10,638,835	64.1%
Public Works - Wastewater Collection	1,794,221	3,680,667	48.7%	102.9%	1,743,973	2,334,818	74.7%
Public Works - Wastewater Collection Debt	42,428	44,456	95.4%	99.1%	42,828	45,256	94.6%
Public Works - Wastewater Treatment	4,011,170	6,534,208	61.4%	75.7%	5,296,195	7,767,104	68.2%
Public Works - Wastewater Treatment Debt	127,699	127,699	100.0%	99.6%	128,251	128,251	100.0%
Transfer Out (Insurance Fund)	-	-	N/A	N/A	-	-	N/A
Contingency	-	179,633	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	5,975,518	10,566,663	56.6%	82.9%	7,211,247	10,275,429	70.2%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(539,681)	(111,517)	-383.9%	138.1%	(390,848)	363,406	-107.6%
Beginning Fund Balance	**6,471,665**	4,407,490	146.8%	77.6%	8,336,733	8,336,733	100.0%
Ending Fund Balance	$ 5,931,985	$ 4,295,973	138.1%	74.7%	$ 7,945,885	**$ 8,700,139**	91.3%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	-
Unassigned Fund Balance	$ 5,931,985

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland
Statement of Resources, Requirements, and Changes in Fund Balance
Preliminary as of March 31, 2024
(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
677 SDC Sewer Fund							
System Development Charges - Wastewater	230,890	150,000	153.9%	221.5%	104,262	132,155	78.9%
Interest on Investments	81,317	-	N/A	N/A	-	-	N/A
Miscellaneous	-	-	N/A	N/A	-	-	N/A
Other Financing Sources	-	658,294	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	312,208	808,294	38.6%	299.4%	104,262	132,155	78.9%
Materials and Services	-	-	N/A	N/A	-	-	N/A
Capital Outlay	242,659	747,450	32.5%	N/A	-	-	N/A
Public Works - Debt SDC's	-	-	N/A	N/A		-	N/A
Public Works - Improvements SDC's	-	-	N/A	0.0%	83,029	125,291	66.3%
Contingency	-	22,424	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	242,659	769,874	31.5%	292.3%	83,029	125,291	66.3%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	69,548	38,420	181.0%	327.5%	21,233	6,864	309.3%
Beginning Fund Balance	**2,235,338**	1,585,034	141.0%	N/A	-		N/A
Ending Fund Balance	$ 2,304,886	$ 1,623,454	142.0%	10855.0%	$ 21,233	**$ 6,864**	309.3%

Reconciliation of Fund Balance:

Restricted and Committed Funds	2,304,886
Unassigned Fund Balance	$ -

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

680 Stormwater Fund	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
Intergovernmental	$ -	$ -	N/A	N/A	$ -	$ -	N/A
Charges for Services - Rates	601,817	775,000	77.7%	100.2%	600,397	800,610	75.0%
Charges for Services - Misc. Service Fees	-	-	N/A	N/A	-	-	N/A
System Development Charges	-	-	N/A	N/A	-	-	N/A
Interest on Investments	75,968	16,000	474.8%	272.8%	27,848	41,088	67.8%
Miscellaneous	-	-	N/A	N/A	-	-	N/A
Other Financing Sources	-	390,220	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	677,785	1,181,220	57.4%	107.9%	628,245	841,698	74.6%
Public Works - Storm Water Operations	646,683	1,665,767	38.8%	127.8%	506,184	670,811	75.5%
Public Works - Storm Water Operations Debt	10,625	11,150	95.3%	99.1%	10,725	11,350	94.5%
Contingency	-	32,043	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	657,308	1,708,960	38.5%	127.2%	516,909	682,161	75.8%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	20,477	(527,740)	103.9%	18.4%	111,336	159,537	69.8%
Beginning Fund Balance	**2,042,119**	2,036,637	100.3%	109.4%	1,867,493	1,867,493	100.0%
Ending Fund Balance	$ 2,062,596	$ 1,508,897	136.7%	104.2%	$ 1,978,829	**$ 2,027,030**	97.6%

Reconciliation of Fund Balance:

Restricted and Committed Funds	-
Unassigned Fund Balance	$ 2,062,596

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
683 SDC Storm Fund							
System Development Charges - Wastewater	24,605	30,000	82.0%	204.8%	12,015	15,089	79.6%
Interest on Investments	366	-	N/A	N/A	-	-	N/A
Miscellaneous	-	-	N/A	N/A	-	-	N/A
Other Financing Sources	-	-	N/A	N/A	-	-	N/A
Total Revenues and Other Sources	24,971	30,000	83.2%	207.8%	12,015	15,089	79.6%
Materials and Services	-	-	N/A	N/A	-	-	N/A
Capital Outlay	-	15,169	0.0%	N/A	-	-	N/A
Public Works - Debt SDC's		-	N/A	N/A		-	N/A
Public Works - Storm Water SDC's	-	-	N/A	N/A		-	N/A
Contingency	-	455	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	-	15,624	0.0%	N/A	-	-	N/A
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	24,971	14,376	173.7%	207.8%	12,015	15,089	79.6%
Beginning Fund Balance	-	14,954	0.0%	N/A	-		N/A
Ending Fund Balance	$ 24,971	$ 29,330	85.1%	207.8%	$ 12,015	**$ 15,089**	79.6%

Reconciliation of Fund Balance:

Restricted and Committed Funds	24,971
Unassigned Fund Balance	$ -

* Due to the creation of SDC funds, the fund balances do not represent the same presentation as FY23 year-end.

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
690 Electric Fund							
Intergovernmental	$ 317,887	$ 1,150,000	27.6%	2519.3%	$ 12,618	$ 12,618	100.0%
Charges for Services - Rates	12,732,161	17,609,673	72.3%	92.9%	13,699,155	17,733,520	77.3%
Charges for Services - Misc. Service Fees	234,489	268,000	87.5%	71.5%	328,145	471,103	69.7%
Interest on Investments	257,959	65,000	396.9%	347.6%	74,211	116,165	63.9%
Miscellaneous	338,982	292,000	116.1%	104.4%	324,657	337,473	96.2%
Other Financing Sources	-	3,000,000	0.0%	N/A	-	-	N/A
Total Revenues and Other Sources	13,881,477	22,384,673	62.0%	96.1%	14,438,786	18,670,879	77.3%
Administration - Conservation	632,811	1,587,981	39.9%	103.6%	610,912	812,038	75.2%
Electric - Supply	3,775,690	7,670,000	49.2%	84.4%	4,476,170	5,912,216	75.7%
Electric - Distribution	7,581,054	10,504,237	72.2%	111.1%	6,824,817	8,829,686	77.3%
Electric - Transmission	515,114	1,100,000	46.8%	74.9%	687,722	972,754	70.7%
Debt Service	-	243,663	0.0%	N/A	-	-	N/A
Transfer Out (Insurance Fund)	-	-	N/A	N/A	-	-	N/A
Contingency	-	565,976	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	12,504,669	21,671,857	57.7%	99.2%	12,599,621	16,526,694	76.2%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	1,376,808	712,816	193.2%	74.9%	1,839,165	2,144,185	85.8%
Beginning Fund Balance	**7,168,132**	6,080,192	117.9%	142.7%	5,023,947	5,023,947	100.0%
Ending Fund Balance	$ 8,544,940	$ 6,793,008	125.8%	124.5%	$ 6,863,112	**$ 7,168,132**	95.7%

Reconciliation of Fund Balance:

Restricted and Committed Funds	-
Unassigned Fund Balance	$ 8,544,940

Better Together

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
695 Telecommunications Fund							
Intergovernmental	$ -	$ -	N/A	N/A	$ -	$ -	N/A
Charges for Services - Rates	2,097,031	2,679,467	78.3%	99.0%	2,118,056	2,817,541	75.2%
Charges for Services - Misc. Service Fees	-	-	N/A	N/A	-	-	N/A
Interest on Investments	111,822	45,000	248.5%	297.2%	37,625	56,319	66.8%
Total Revenues and Other Sources	2,208,853	2,724,467	81.1%	102.5%	2,155,681	2,873,860	75.0%
Personnel Services	578,634	1,054,852	54.9%	103.4%	559,424	720,249	77.7%
Materials & Services	1,003,003	1,332,196	75.3%	134.9%	743,537	1,073,265	69.3%
Capital Outlay	311,028	1,139,375	27.3%	938.9%	33,126	72,468	45.7%
Debt - Transfer to Debt Service Fund	388,084	517,445	75.0%	100.3%	387,055	516,073	75.0%
Transfer Out (Insurance Fund)	-	-	N/A	N/A	-	-	N/A
Contingency	-	87,135	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	2,280,749	4,131,003	55.2%	132.4%	1,723,142	2,382,055	72.3%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(71,896)	(1,406,536)	94.9%	-16.6%	432,539	491,805	87.9%
Beginning Fund Balance	**3,175,716**	3,021,118	105.1%	118.3%	2,683,911	2,683,911	100.0%
Ending Fund Balance	$ 3,103,820	$ 1,614,582	192.2%	99.6%	$ 3,116,450	**$ 3,175,716**	98.1%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	646,805
Unassigned Fund Balance	$ 2,457,014

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
720 Insurance Service Fund							
Intergovernmental	$ -	$ -	N/A	N/A	$ -	$ -	N/A
Charges for Services - Internal	1,259,915	1,692,526	74.4%	89.5%	1,407,873	1,896,954	74.2%
Interest on Investments	44,614	8,000	557.7%	484.6%	9,207	17,915	51.4%
Miscellaneous	116,856	20,000	584.3%	555.8%	21,026	24,122	87.2%
Transfer In (All Funds)	-	-	N/A	N/A	-	-	N/A
Total Revenues and Other Sources	1,421,385	1,720,526	82.6%	98.8%	1,438,106	1,938,991	74.2%
Personnel Services	95,788	-	N/A	N/A	-	-	N/A
Materials and Services	1,165,446	1,528,209	76.3%	86.8%	1,343,104	1,577,177	85.2%
Contingency	-	48,816	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	1,261,234	1,577,025	80.0%	93.9%	1,343,104	1,577,177	85.2%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	160,151	143,501	111.6%	168.6%	95,001	361,814	26.3%
Beginning Fund Balance	**1,192,624**	1,167,481	102.2%	143.5%	830,810	830,810	100.0%
Ending Fund Balance	$ 1,352,775	$ 1,310,982	103.2%	146.1%	$ 925,811	**$ 1,192,624**	77.6%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	1,352,775
Unassigned Fund Balance	$ -

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

	Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
	Current Fiscal Year				Prior Fiscal Year		
730 Equipment Fund							
Intergovernmental	$ -	$ -	N/A	N/A	$ -	$ -	N/A
Charges for Services - Internal	3,397,057	4,529,408	75.0%	110.9%	3,062,913	4,083,399	75.0%
Charges for Services - Misc. Service Fees	223,614	220,000	101.6%	76.3%	293,255	353,159	83.0%
Interest on Investments	295,782	100,000	295.8%	312.2%	94,754	144,097	65.8%
Miscellaneous	5,016	52,000	9.6%	1.8%	272,104	280,597	97.0%
Total Revenues and Other Sources	3,921,470	4,901,408	80.0%	105.3%	3,723,026	4,861,252	76.6%
Public Works - Maintenance	1,674,883	2,422,338	69.1%	95.2%	1,759,190	2,319,469	75.8%
Public Works - Purchasing and Acquisition	1,584,727	4,707,619	33.7%	165.4%	958,098	1,501,667	63.8%
Transfer Out (Insurance Fund)	-	-	N/A	N/A	-	-	N/A
Contingency	-	72,015	0.0%	N/A	-	-	N/A
Total Expenditures and Other Uses	3,259,610	7,201,972	45.3%	120.0%	2,717,288	3,821,136	71.1%
Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	661,859	(2,300,564)	128.8%	65.8%	1,005,738	1,040,116	96.7%
Beginning Fund Balance	**6,914,621**	7,197,226	96.1%	117.7%	5,874,505	5,874,505	100.0%
Ending Fund Balance	$ 7,576,480	$ 4,896,662	154.7%	110.1%	$ 6,880,243	**$ 6,914,621**	99.5%

Reconciliation of Fund Balance:	
Restricted and Committed Funds	7,576,481
Unassigned Fund Balance	$ (0)

City of Ashland

Statement of Resources, Requirements, and Changes in Fund Balance

Preliminary as of March 31, 2024

(75% of Fiscal Year)

		Current Fiscal Year				Prior Fiscal Year		
		Fiscal Year 2024 1st Year Actuals	Fiscal Year 2024 1st Year of Biennial Budget	Budget to Actual Percent Collected / Expended	Actual to Actual Year-over-Year Change	Fiscal Year 2023 Year-to-Date Actuals	Preliminary Fiscal Year 2023 End-of-Year Actuals	Actual Percent Collected / Expended
810	**Cemetery Fund**							
	Charges for Services	$ 15,398	$ 13,000	118.4%	140.3%	$ 10,972	$ 15,366	71.4%
	Interest on Investments	37,734	12,000	314.4%	264.5%	14,264	20,826	68.5%
	Transfer In (General Fund)	500	500	100.0%	100.0%	500	500	100.0%
	Total Revenues and Other Sources	53,632	25,500	210.3%	208.4%	25,736	36,692	70.1%
	Transfer Out (General Fund)	37,734	148,364	25.4%	264.5%	14,264	20,826	68.5%
	Total Expenditures and Other Uses	37,734	148,364	25.4%	264.5%	14,264	20,826	68.5%
	Excess(Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	15,898	(122,864)	112.9%	138.6%	11,472	15,866	72.3%
	Beginning Fund Balance	**946,761**	946,395	100.0%	101.7%	930,895	930,895	100.0%
	Ending Fund Balance	$ 962,659	$ 823,531	116.9%	102.2%	$ 942,367	**$ 946,761**	99.5%

Reconciliation of Fund Balance:

Restricted and Committed Funds	962,659
Unassigned Fund Balance	$ 0

OPERATIONS
EXPENSE TABLE
Q3 / FY 2024

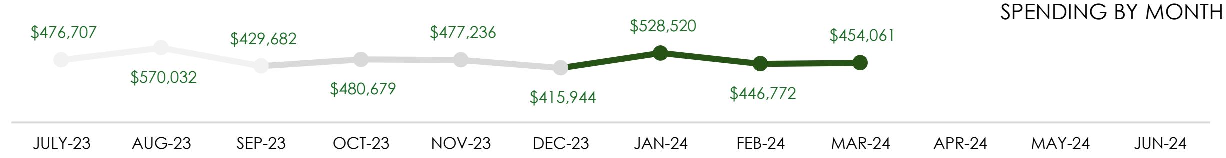
Division	Expense Type	Adopted Budget	Revised Budget	YTD Expenses	Q3 Expenses	Encumbrances	Available Budget	% Spent
Administration	Personnel	$ 1,032,976	$ 1,032,976	$ 518,277	$ 172,723	$ -	$ 514,699	50.2%
	M&S	$ 248,928	$ 248,928	$ 163,116	$ 56,315	$ 6,014	$ 79,798	67.9%
	TOTAL	**$ 1,281,904**	**$ 1,281,904**	**$ 681,393**	**$ 229,039**	**$ 6,014**	**$ 594,497**	**53.6%**
Operations	Personnel	$ 1,724,368	$ 1,724,368	$ 1,103,680	$ 386,242	$ -	$ 620,688	64.0%
	M&S/CO	$ 1,603,098	$ 1,615,059	$ 999,686	$ 292,492	$ 212,396	$ 402,977	75.0%
	TOTAL	**$ 3,327,466**	**$ 3,339,427**	**$ 2,103,366**	**$ 678,735**	**$ 212,396**	**$ 1,023,664**	**69.3%**
Open Space	Personnel	$ 754,584	$ 754,584	$ 466,866	$ 150,495	$ -	$ 287,718	61.9%
	M&S	$ 128,850	$ 128,850	$ 31,714	$ 4,256	$ 27,210	$ 69,926	45.7%
	TOTAL	**$ 883,434**	**$ 883,434**	**$ 498,580**	**$ 154,752**	**$ 27,210**	**$ 357,644**	**59.5%**
Rec. Programs	Personnel	$ 156,577	$ 156,577	$ 106,758	$ 36,746	$ -	$ 49,819	68.2%
	M&S	$ 328,677	$ 328,677	$ 302,291	$ 118,211	$ 3,573	$ 22,813	93.1%
	TOTAL	**$ 485,254**	**$ 485,254**	**$ 409,049**	**$ 154,957**	**$ 3,573**	**$ 72,632**	**85.0%**
Nature Ctr	Personnel	$ 269,751	$ 269,751	$ 80,164	$ 26,035	$ -	$ 189,587	29.7%
	M&S	$ 31,950	$ 31,950	$ 2,927	$ 855	$ -	$ 29,023	9.2%
	TOTAL	**$ 301,701**	**$ 301,701**	**$ 83,091**	**$ 26,890**	**$ -**	**$ 218,610**	**27.5%**
Senior Services	Personnel	$ 306,892	$ 306,892	$ 243,999	$ 95,022	$ -	$ 62,893	79.5%
	M&S	$ 59,925	$ 59,925	$ 42,991	$ 14,451	$ 10,000	$ 6,934	88.4%
	TOTAL	**$ 366,817**	**$ 366,817**	**$ 286,990**	**$ 109,473**	**$ 10,000**	**$ 69,827**	**81.0%**
Golf Recreation	Personnel	$ 368,089	$ 368,089	$ 134,650	$ 44,764	$ -	$ 233,439	36.6%
	M&S	$ 126,964	$ 126,964	$ 82,513	$ 30,746	$ -	$ 44,451	65.0%
	TOTAL	**$ 495,053**	**$ 495,053**	**$ 217,164**	**$ 75,510**	**$ -**	**$ 277,889**	**43.9%**
Grand Total APRC Operational Expenses		**$ 7,141,629**	**$ 7,153,590**	**$ 4,279,634**	**$ 1,429,354**	**$ 259,193**	**$ 2,614,764**	**63.4%**

OPERATIONS

EXPENSE GRAPHS

Q3 / FY 2024

SPENDING BY MONTH

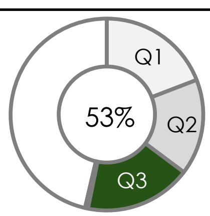


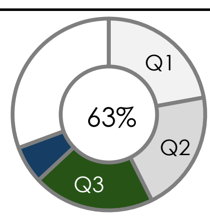
FY24 EXECUTION

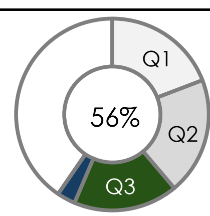
63.40%

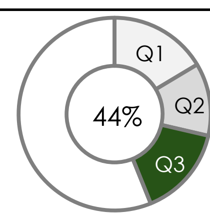
RATE

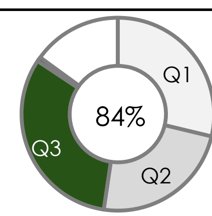
	ADMINISTRATION	OPERATIONS	OPEN SPACE	GOLF	REC. PROGRAMS	NATURE CENTER	SENIOR SERVICES
REVISED BUDGET	$1,281,904	$3,339,427	$883,434	$495,053	$485,254	$301,701	$366,817
Adopt. Bdgt. Diff.	$0 | 0%	+ $11,961 | + 0.36%	$0 | 0%	$0 | 0%	$0 | 0%	$0 | 0%	$0 | 0%
YTD SPENDING	$681,393	$2,103,366	$498,580	$217,164	$409,049	$83,091	$286,990
Salary / Wages	$518,277.39	$1,103,680.28	$466,866.44	$134,650.30	$106,757.76	$80,163.66	$243,999.38
Mat / Serv	$163,116.08	Mat / Serv & CO $999,686.19	$31,713.54	$82,513.42	$302,291.38	$2,927.07	$42,990.70
Q3 SPENDING	$229,039	$678,735	$154,752	$75,510	$154,957	$26,890	$109,473
Salary / Wages	$172,723.33	$386,242.25	$150,495.39	$44,764.29	$36,745.60	$26,034.88	$95,021.55
Mat / Serv	$56,315.21	Mat / Serv & CO $292,492.42	Mat/Serv $4,256.38	Mat/Serv $30,745.73	Mat/Serv $118,211.00	Mat/Serv $854.73	Mat/Serv $14,450.98
ENCUMBRANCES	$6,014	$212,396	$27,210	$0	$3,573	$0	$10,000
BALANCE	**$594,497**	**$1,023,664**	**$357,644**	**$277,889**	**$72,632**	**$218,610**	**$69,827**

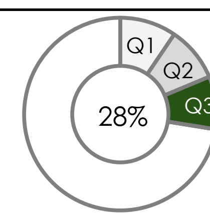


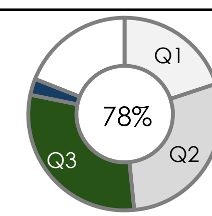






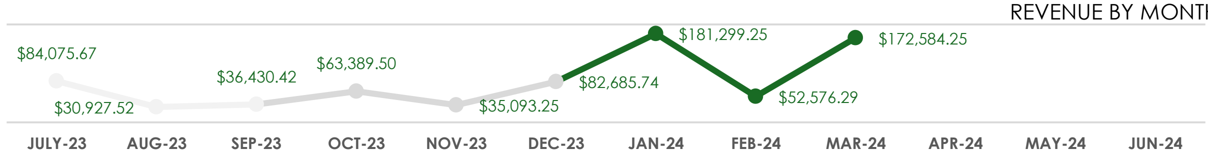






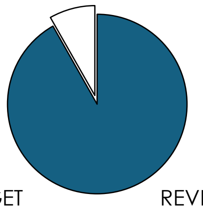
OPERATIONS
REVENUE GRAPHS
Q3 / FY 2024

REVENUE BY MONTH



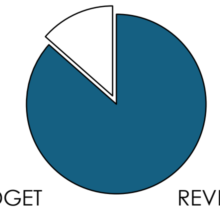
REVENUE RECEIVED
64.97%
OF ORIGINAL BUDGET

MAINTENANCE AGREEMENTS



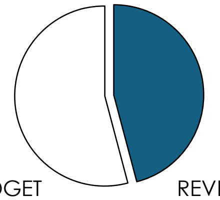
BUDGET $250,470 | REVENUE $229,846

CALLE REVENUE



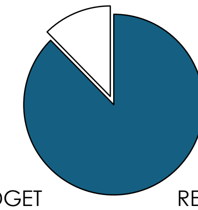
BUDGET $35,000 | REVENUE $30,275

FACILITY RENTALS



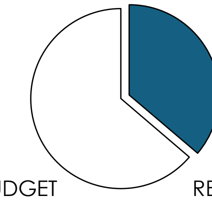
BUDGET $24,800 | REVENUE $11,370

PARKS GRANTS



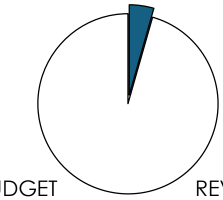
BUDGET $130,000 | REVENUE $113,885

GOLF RENTAL FEES



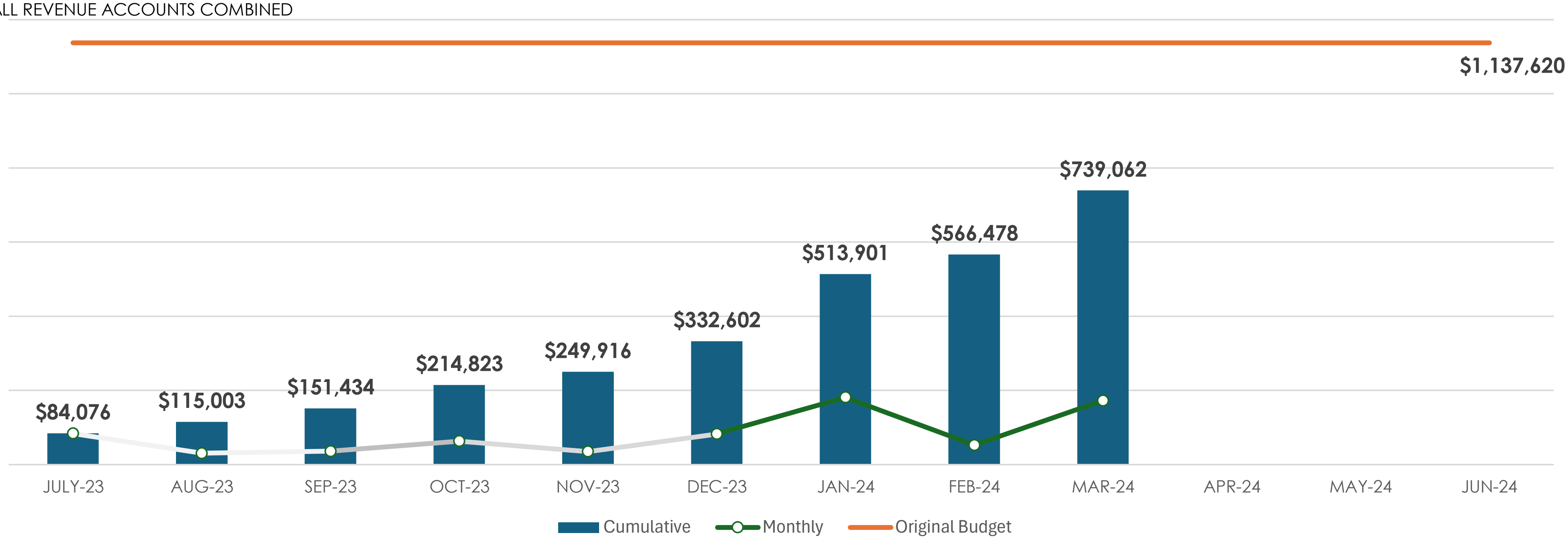
BUDGET $362,350 | REVENUE $131,370

ADULT GEN. RECREATION

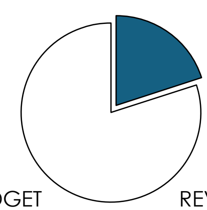


BUDGET $45,000 | REVENUE $1,980

ALL REVENUE ACCOUNTS COMBINED

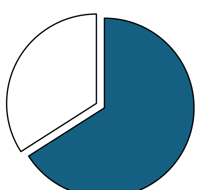


YOUTH GEN. RECREATION



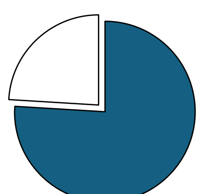
BUDGET $7,500 | REVENUE $1,500

POOL PROGRAMS



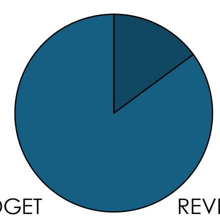
BUDGET $108,000 | REVENUE $71,221

RINK PROGRAMS



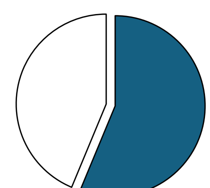
BUDGET $143,500 | REVENUE $108,983

RECREATION EVENTS



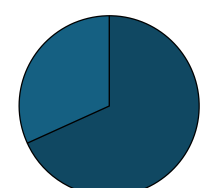
BUDGET $7,500 | REVENUE $8,617

NATURE CENTER



BUDGET $8,500 | REVENUE $4,782

SENIOR PROGRAMS



BUDGET $15,000 | REVENUE $25,233

ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

COMMISSIONERS:
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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Interim Director Eldridge

DATE: June 12, 2024

SUBJECT: APRC Biennium Goals: Accomplishments and Deliverables FY 24 (Information)

Situation
Despite significant staff turnover and changes of leadership, APRC made notable progress on the APRC Commissioner Biennium Goals.

Background
APRC Commissioners set new goals at the beginning of every biennium. Staff report on progress monthly through the Director's Report and periodically at the request of Commissioners.

Attachments
BN23-25 APRC Commissioner Goals
FY 24 APRC Accomplishments and Deliverables

2023/25 Biennium Goals

1. Employ best management practices to strengthen relations between management, co-workers, City employees and community members. Potential steps include work with APRC's HR provider – the City of Ashland HR Department – to simplify and communicate HR policies and procedures, improve diversity equity and inclusion efforts, ensure all staff understand how HR benefits employees and how to access HR, and reorganize and add staff to free up management time for these efforts.

2. Improve public aquatic recreation and competitive options in Ashland consistent with the findings and recommendations of the Pool Ad Hoc Committee and ensure the continuous operation of an adequate recreational pool in Ashland during the summer months, at a minimum, until construction begins on a new pool.

3. Build east main street neighborhood park including the dog park, bike-skills park and pump track.

4. Develop plan for Oak Knoll Golf Course to respond to a variety of current issues at the course:

    a. Drought
    b. Fiscal Shortages
    c. Playing Conditions
    d. Staffing
    e. Ancillary Uses

5. Develop an environmental sustainability and implementation plan.

6. Continue to improve and develop our watershed ped and MTB trail network, including connectivity to adjacent National Forest Land (above) and town centers (below) city ownership, as well as securing easements on private properties that protect public access to this network.

7. Perform a system-wide master plan for Ashland Parks and Recreation Commission to include the following sections, at least (sections may be completed together of independently):
    a. Vision and goals
    b. Bicycle and pedestrian circulation and access to park properties
    c. Park system maintenance and improvements
    d. Fleet evaluation recommendations
    e. Design and maintenance guidelines
    f. Review and update of all APRC policies

8. Investigate, develop and implement a dedicated permanent funding source to ensure the long-term financial sustainability of the Ashland Parks and Recreation Commission.

9. Seek out and support opportunities for community building through programs and events in our parks, open spaces and trail networks that celebrate art, music, sports and nature.

APRC Biennium Goals: Accomplishments and Deliverables FY 24

GOAL 1: Improve Best Management Practices

- Streamlined **APRC Advisory Committee and Management Advisory Committee (MAC) policies.**
- New leadership (Interim Director, Parks Superintendent) field visits to every park, facility, and office within the APRC system for discussions with staff.
- Implementation of **Quarterly staff social events**: BBQ at Lithia Shop, Holiday Party at Golf Course, May staff celebration at North Mountain Park.
- Initiated **'Lunch with Leslie'** gatherings to give staff a chance to speak with the interim director in a casual setting.
- Sent staff to the following regional and national **trainings**:
    - Human Resources Training in Eugene hosted by the League of Oregon Cities
    - Oregon Parks and Recreation Conference
    - Certified Pool Operator recertification courses
- Select Commissioners and staff attended the Oregon Government Ethics Commission training.
- APRC staff worked with HR to ensure staff were informed and aware of HR training opportunities and benefits.
- All Parks and Recreation staff participated in the citywide **Diversity, Equity, Inclusion, and Access (DEIA) Assessment.**
- Parks Superintendent restored comprehensive **Safety Training** for APRC.
- In response to City requests, brought a **Parks Hours Ordinance** to the Parks Commissioners, which was subsequently approved by Council.
- Interactions with media and well-run APRC meetings have resulted in positive media coverage from Ashland.news, RV Times, and Ashland Chronicle.
- Representation by staff and commissioners at all community **Coffee and Conversations** and **Town Hall** meetings.
- Collaborated with HR Department to fill eight vacant positions within APRC, as well as award three promotions.

GOAL 2: Improve Public Aquatic Recreation

- Replaced Daniel Meyer (DM) **pool liner** to extend life of pool.
- Discussed and received feedback from Commissioner's on DM Pool replacement project.
- Amended Robertson Sherwood contract to reflect latest scope-of-work.
- **Citywide Facility Condition Assessment** results will inform decision on bath house replacement.

GOAL 3: Build East Main Park

- Worked with Terrain and multiple independent consultants (surveyor, planner, engineer), Community Development Director Goldman, and Public Works (PW) Director Fleury to finalize the **Plot Line Adjustment with Jackson County** (completed).
- Closed on purchase of additional East Main Park property.
- Submitted the **Application for Annexation, Zone Change, and Site Plan Review to PW** (scheduled for Planning Commission review in July 2024 and City Council review in September 2024).

- Applied to **$1M Oregon Parks and Recreation Department grant** for construction of Phase One of East Main Park. Application submitted and in review by state.

GOAL 4: Develop Plan for Oak Knoll Golf Course

- Worked with Deputy Director, Parks Superintendent, and Legal to negotiate management contract with Golf Automation- ultimately decided to end contract negotiations.
- Implemented **irrigation and water conservation** measures.
- In the process of hiring a Golf Course Manager.

GOAL 5: Develop an Environmental Sustainability Plan

- Collaborated with **SOU Institute for Applied Sustainability** to hire a sustainability intern to work with APRC and Terrain Landscape Architects to assess environmental certification programs for East Main Park.
- **Salmon Safe Certification** is underway to certify the entire Parks system as environmentally sustainable, particularly for water quality and fish habitat protection (50% of certification program funded by SOU).
- Ongoing work to improve water conservation efforts by installing **smart irrigation systems** in multiple parks.

GOAL 6: Improve and Develop Watershed Ped/Bike Network

- Final approval of **Parks, Trails, and Open Space Map** by Council. (3-month Legislative Process)
- Worked with Ashland Trails Advisory Committee (ATAC) to develop **Trail Application process** and negotiated management relationship with Forest Lands and Wildfire Division.
- Completed **multiple trail projects** in collaboration with ATAC, AWTA and RVMBA: Wasabi, Mimsy, Lithia East/Glenview Hillside, BTI re-route, etc.
- Progressed and finalized several **real estate transactions** (purchases, dedications, properties, and easements).
- Collaborated with PW Director Fleury to identify grants for ped/bike feasibility study.
- APRC **Resolution in Support of Expanding Multi-Modal Transportation Routes in Ashland**.

GOAL 7: Perform a System-Wide Master Plan

- Final approval of **Parks, Trails, and Open Space Map**.
- Participated in citywide **Diversity, Equity, and Inclusion Assessment**.
- Participated in and managed Parks portion of citywide **Facility Condition Assessment**.
- Collaborated with PW Director Fleury to ID grants for ped/bike feasibility study.
- APRC **Resolution in Support of Expanding Multi-Modal Transportation Routes in Ashland**.

GOAL 8: Investigate, Develop and Implement a Dedicated Permanent Funding Source

- As per Commissioners' direction, no progress has been made on this goal.

GOAL 9: Programs and Events

- Approval of **Alcohol Use in Parks Ordinance** by Commissioners and Council.
- New summer concert series: **Ashland Folk Collective "Summer Sounds"** at Butler Bandshell.

- Collaborated with City Manager to make Bandshell improvements using TOT funding.
- Sulaiman Shelton promoted to Volunteer and Special Event Manager and given responsibility for management of the **Ashland Japanese Garden.** (AJG)
- Manager Shelton and the AJG Management Advisory Committee created an annual community event calendar. Five cultural events are planned for May through October. Including the first successful Childrens Day event which took place on May 5, 2024.
- Recommended a **new fee schedule** for private rental of the AJG for events and increase of fees for special events and events that include alcohol service.
- Implemented a **new registration software program (Smart Rec)** in January 2024. SmartRec combines online registration, payments, facilities, and attendance tracking of participants. Smart Rec has replaced the Activenet program that APRC had used since January, 2004.
- In conjunction with the city a core group of Parks and Rec staff implemented a **new website** that launched on May 22, 2024.