



AGENDA FOR STUDY SESSION
ASHLAND PARKS & RECREATION COMMISSION
June 5, 2024
Electronic Meeting – 6:00 PM

Public Participation Instructions

This meeting will be held electronically via Zoom Webinar. Registration is required to view the meeting. A link to the meeting will be sent to you once registration has been completed.

https://zoom.us/webinar/register/WN_OgX6JbdrSeiRNtfei46L9g

Written testimony will be accepted via email sent to Nancy.mero@ashlandoregon.gov. Please include “**Public Testimony**” in the subject line. Written testimony submitted before 12:00 PM the Tuesday before the meeting will be made available to the Parks Commissioners before the meeting. All testimony will be included in the meeting minutes.

Oral Testimony will be taken during the electronic public meeting. If you wish to provide oral testimony, send an email to Nancy.mero@ashlandoregon.gov before 12:00 PM the Tuesday before the meeting. Late requests will be honored if possible. Please provide the following information: 1) make the subject line of the email “**Speaker Request**”, 2) include your name, 3) the agenda item on which you wish to speak, 4) specify if you will be participating by computer or telephone, and 5) the name you will use if participating by computer (Zoom Name) or the telephone number you will use if participating by telephone. On request, staff will provide information necessary to attend the meeting.

- I. CALL TO ORDER
- II. PUBLIC FORUM
- III. HERBICIDE USE ON CITY-CONTRACTED LANDS
- IV. PUBLIC ARTS IN ASHLAND PARKS REVIEW PROCESS
- V. DAVID’S CHAIR PROGRAM IN LITHIA PARK
- VI. REVIEW OF LITHIA PARK MASTER PLAN AND PROPOSED ADDENDA
- VII. LOOKAHEAD REVIEW
- VIII. ITEMS FROM COMMISSIONERS/STAFF
- IX. 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 www.ashland.or.us.

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
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parksinfo@ashland.or.us

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Interim Director Eldridge

DATE: June 5, 2024

SUBJECT: Herbicide Use on City-Contracted Lands

Situation

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.

Background

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 weed eater into the windshield of a passing vehicle, cracking the windshield.
- In January staff were working near the Police Department when a weed eater 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 weed eater operation and take multiple steps to not damage surrounding vehicles/property. However, there will always be some risk to vehicles/property when operating weed eaters.

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. Anything we can do to limit the amount of time spent working on the medians will help with safety. Additionally, if we can reduce the amount of time spent weedeating we will limit the potential damage from debris being thrown.

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.

Staff seeks feedback and direction to prepare for a potential action at the June 12, 2024 APRC Business Meeting.



**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 in all areas 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.

TITLE : APRC IPM POLICY	Page 2 of 9	POLICY No. 105
--------------------------------	--------------------	-----------------------

- 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.

TITLE : APRC IPM POLICY	Page 3 of 9	POLICY No. 105
--------------------------------	--------------------	-----------------------

- 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

TITLE : APRC IPM POLICY	Page 6 of 9	POLICY No. 105
--------------------------------	--------------------	-----------------------

- 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.

TITLE : APRC IPM POLICY	Page 7 of 9	POLICY No. 105
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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.learning@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



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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Leslie Eldridge, APRC Interim Director

DATE: June 5, 2024

SUBJECT: Public Arts in Ashland Parks Review Process

Situation

APRC Commissioners requested that staff work with Community Development Department, Public Arts Advisory Council (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 collaborate 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

Staff seeks feedback and comments on the draft APRC Policy for Public Art in Ashland Parks attached to this memo.



**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 Arts 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, such as the Hub project, 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:** Present the identified potential sites to the APRC to obtain direction on which site(s), if any, should be made available for the art installation and the project scale. This ensures that the Commission's preferences and considerations are integrated into the process at an early stage.
4. **Drafting an RFP:** Develop 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:** Present 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, allowing the Commissioners to view the artwork in the context of its proposed location.
10. **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

Public Art in Ashland Parks

Approved, as to form: _____ Date: _____
City Attorney

DRAFT

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: Deputy Director Dials

DATE: June 5, 2024

SUBJECT: David's Chair Program in Lithia Park

Situation

The City and Parks staff are considering rolling out the David's Chair program later this year and are seeking feedback regarding Liability and Risk Management as well as the current AMC and potential changes to the Lithia Park Master Plan.

<https://davidschair.org/>

Background:

Lonny Flora, APRC's Recreation Manager reached out to David's Chair in December 2023 to discuss the potential for operating this program within the parks system. APRC currently has an existing collaboration with David's Chair with a Paragolfer chair stationed at the Oak Knoll Golf Course. Manager Flora researched other organizations in the state using the motorized track chair called "David's Chair". The program itself gives the gift of independence to people with ALS and other mobility challenges to go places and experience freedom they haven't been able to, free of charge.

Because of donations through grants, sponsors, and generous individuals, David's Chair has taken people and their families on exciting outdoor excursions at locations that are inaccessible to regular wheelchairs. The program (\$6000-\$7000 per year) could operate with combined funding from the City of Ashland, Travel Ashland, and the Ashland Parks Foundation or other grantors that would be determined later. Ashland Parks Foundation could also be a mechanism to accept donations specifically for David's Chair in the Ashland location. David's Chair recently received \$25,000 from the Ashland Community Health Foundation towards the purchase of the chair for Ashland. Ideally David's Chair would like to be able to operate the chair within the fall timeline because of the grant, but there is flexibility with that based on any concerns from the City Legal Department and CIS.

According to the David's Chair website, Gold Beach, Florence, Manzanita, Netarts, Newport, Pacific City,

Kuchel National Park, Seaside, Westport, Washington and Reno, Nevada are all working with David's Chair. Reno Nevada currently operates a chair in the Rosewood Nature Study Area which is a 220-acre golf course converted into a natural area and wetland. Most of the other locations are beach locations.

Program Operation

While details are still being developed for storing a chair in Lithia Park, the program could potentially operate with the following guidelines:

- The track chair would be stored on City/Parks property (ideally in Lithia Park). Staff is considering two potential locations the old Lithia Cabin, next to the Directors office or the old shop area across from the Ice Rink parking lot. The chair requires a 110 outlet which will include a very minor cost to install by the city electrician. Staff recognizes that there are vandalism concerns to address within the operation of this program. Implementation of a secure location close to the Lithia Park trails is a top priority.
- The program would be operated by APRC volunteers and would only be available for rental as volunteers are available.
- Customers would register online at the David's Chair website to book the chair and fill out the paperwork to reserve the chair.
- Volunteers would be trained to operate the chair and show customers "how to". Volunteers will not do any chair transfers. The customer would need to bring someone to help them with their own chair transfer.
- David's Chair and APRC will create recommended route(s) through Lithia Park.
- David's Chair rentals are available for a 2-hour period. The chair is then returned to charge in the storage location.
- The program would run seasonally, most likely May through October (weather permitting).
- Off season November through March, the chair would be stored off-site.

Program Rollout

APRC, David's Chair, the City, and Travel Ashland staff have discussed rolling out the program once the liability and legal issues are finalized. The rollout would include:

- Press Release highlighting the program with a "call for volunteers" pending a recommendation from CIS and City of Ashland Legal department.
- Slow rollout to account for on-site volunteer training conducted by the David's Chair team.

Risk and Liability Assessment

Staff are still seeking feedback on liability and risk regarding this program from CityCounty Insurance Services (CIS). At the time of this memo feedback has not been received or finalized to move the program forward. The liability and risk issues would need to be agreed upon prior to rolling out the program in August.

Ashland Municipal Code (AMC)

The Current AMC 10.68.210 Vehicle Use Restricted

"No one shall ride or drive any bicycle, motorcycle, scooter, motor vehicle, truck, wagon, horse, or any vehicle or animal in any part of the parks, except on the regular drives designated; therefore, provided that baby carriages, wheelchairs, and such vehicles as are used in the park service are not included in the foregoing prohibition. No one shall ride or be upon any skateboard in any part of Lithia Park."

The above AMC text could potentially be interpreted to exempt track chairs but at the time of this memo, the City of Ashland Legal Department is still reviewing the information.

Recommendation and next steps

Staff recommend moving forward with the David's Chair program as CIS and City of Ashland Legal recommend. This item is for information only. APMC would appreciate any feedback from the Parks Commissioners to move the program forward.

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STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Commissioner Landt

DATE: June 5, 2024

SUBJECT: Review of Lithia Park Master Plan and Proposed Addenda

Situation

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

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 responding to the initial document and could also be considered as a review after six years.

In no instances are the proposed changes contrary to most of the public input received.

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

The addendum items and changes will be designated with red asterisks on the original plan at the beginning of the recommendation where the change(s) is/are added. The typo corrections are in red.

Recommendation

The addendum to the Plan is being presented for the public and Commissioners to review and make comments. If there are major concerns, the document will be revised to address them. If there are no major concerns, the Plan could be presented to the Commissioners for final approval at the June 12 APRC Business meeting.

There are scores of recommendations in the Plan document and this addendum. After the Plan approval, the recommendations will need to be prioritized by APRC Commissioners based on considerations like budgetary constraints, desirability to community members, environmental concerns, regulatory direction, and safety. After prioritization by Commissioners, staff will need to develop a plan and timeline to begin implementing the prioritized Park improvements.

LPMP Revision
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.

A number of 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.

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.

Granite Street at the Ashland Japanese Garden

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.

Bicycle and Dog Walking Routes

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 APCR 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.

Recommendation 35: **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 proposed action improve or maintain safety?

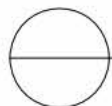
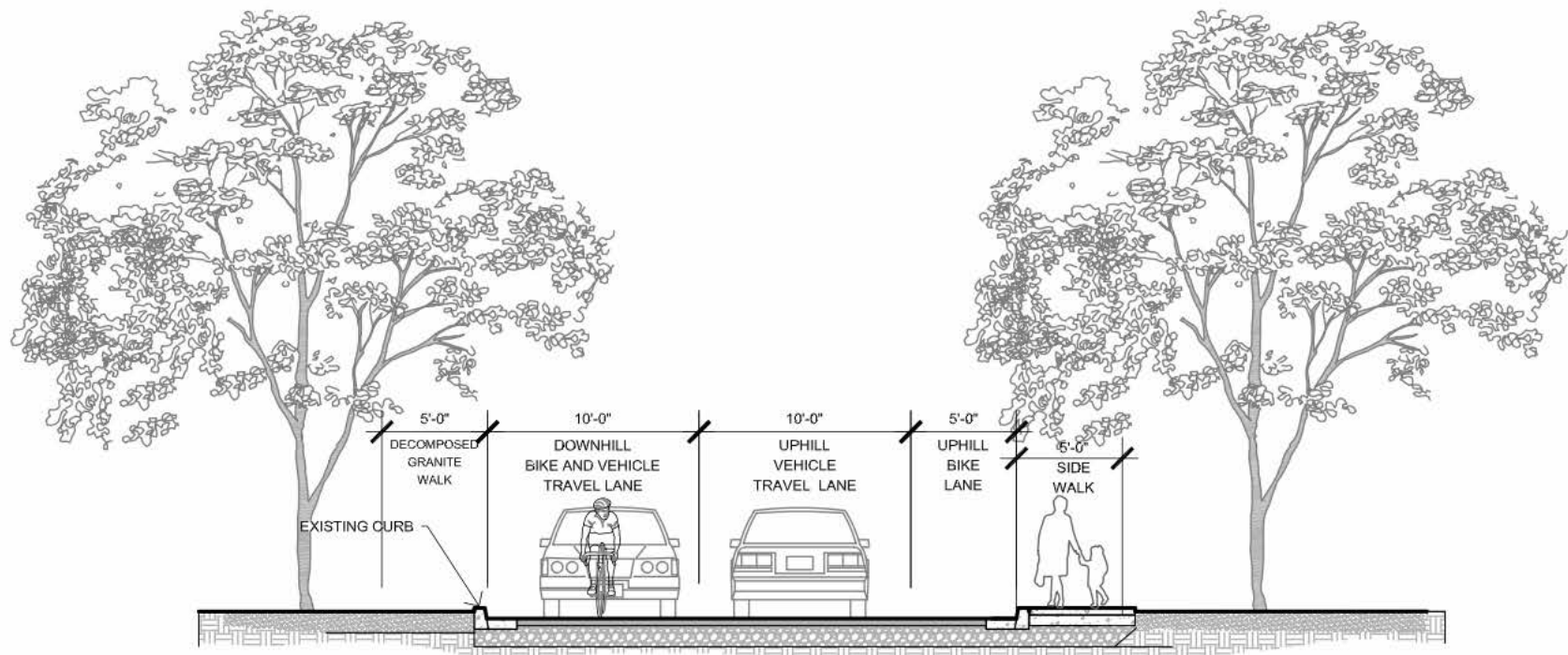
Does proposed action improve or maintain Park users' experience?

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 or not 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.



SECTION: STREET - WINDBURN WAY AT JAPANESE GARDEN

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

D-STREET-SECTION-01.DWG

		Information	Action	Lead Staff / Commissioner or Entity Responsible
6/5	Parks Commission Study Session (Zoom) 6:00 PM			
	Public Arts in Ashland Parks Review Process (Information)	X		Interim Director Eldridge
	David's Chair Program in Lithia Park (Information)	X		Deputy Director Dials
	Review of Lithia Park Master Plan & Proposed Addenda (Information)	X		Commissioner Landt
	Review of Herbicide Use on City-Contracted lands (Information)	X		Interim Director Eldridge/Parks Superintendent Caldwell
6/12	Parks Commission Business Meeting Council Chambers 6:00 PM			
	Bee City Proclamation (Information)	X		Commissioner Bachman
	Public Arts in Ashland Parks Review Process (Action)		X	Interim Director Eldridge
	Final Review and Approval of Lithia Park Master Plan (Action)		X	Commissioner Landt
	Herbicide Use on City-Contracted Lands (Action)		X	Interim Director Eldridge/Parks Superintendent Caldwell
	3rd Quarter Financial Update (Information)	X		Interim Director Eldridge
	FY24 Accomplishments (Information)	X		Interim Director Eldridge
7/3	Parks Commission Study Session (Zoom) 6:00 PM (Meeting Canceled)			
7/10	Parks Commission Business Meeting Council Chambers 6:00 PM			
	Update on New Website	X		Deputy Director Dials
8/7	Parks Commission Study Session (Zoom) 6:00 PM			
	Update on Pickleball Use Survey (Information)	X		Deputy Director Dials
	APRC Advisory and Management Advisory Committees			
6/7/2024	Trails Advisory Committee - (Lithia Cabin 9:00 AM)			Commissioner Justin Adams
7/8/2024	Ashland Senior Advisory Committee - (Ashland Senior Center 3:30 PM)			Senior Services Superintendent Mettler
7/18/2024	Recreation Division Advisory Committee - (Lithia Cabin 4:00 PM)			Deputy Director Dials
	Ashland Japanese Garden MAC - TBD (Lithia Cabin, 2:00pm)			Interim Director Eldridge
	Bee City USA MAC - TBD			Deputy Director Dials
	Current Parks, Conservation, and Maintenance MAC - TBD			Parks Superintendent Caldwell
	Council Business / Budget Meetings/Commissions			
TBD	East Main Park Annexation Application			
	Ongoing APRC Priority Projects and Work			
	East Main Park (GOAL #3 East Main Park)			Interim Director Eldridge
	Daniel Meyer Pool (GOAL #2 Improve Public Aquatics)			Interim Director Eldridge
	Ice Rink Chiller Replacement			
	Salmon Safe Certification			
	Lithia ADA Parking			Parks Superintendent Caldwell
	Bandshell Improvements (GOAL #9 Support opportunities for events)			
July	Presentation to Selection Panel: OPRD Grant Applications Rehabilitate Hunter Park Tennis Courts			Interim Director Eldridge
July	Presentation to Selection Panel: OPRD Grant Applications (GOAL #3 East Main Park)			Interim Director Eldridge
	System Development Charges			
June/July	Summer Events (GOAL #9 Support opportunities for events)			Deputy Director Dials
	Lithia Bridge Inspections			Parks Superintendent Caldwell
July	City Website Update			Deputy Director Dials
June	RFP for Butler Perozzi Restoration			Parks Superintendent Caldwell
Ongoing	Hiring			
	Annual Reports			
	Ashland Parks Foundation Annual Report (November)			APF President
	Standard Memorial Report (Program on Hold)			
	Advisory Committee & Management Advisory Committee reports (December)			
	Volunteers in Parks Report (February)			Volunteer and Event Coordinator Shelton