



AGENDA FOR SPECIAL MEETING
ASHLAND PARKS & RECREATION COMMISSION
May 1, 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.

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 - a. APMC Special Meeting – March 6, 2024
- III. ADDITIONS OR DELETIONS TO THE AGENDA
- IV. PUBLIC FORUM
- V. CONSENT AGENDA
- VI. DIRECTORS REPORT
- VII. BUSINESS
 - a. Ice Rink Facility Review (Information)
 - b. Lithia Park: Winburn Way/ADA Parking (Action)
 - c. Miscellaneous Fees and Charges (Action)
- VIII. ITEMS FROM COMMISSIONERS/STAFF
 - a. Liaison Report
- IX. LOOKAHEAD REVIEW
- X. UPCOMING MEETING DATES
 - a. Ashland Senior Advisory Committee May 13, Electronic Meeting 3:30 PM
 - b. Recreation Division Advisory Committee May 16, in Person at the Lithia Park Cabin 4:00 PM
 - c. APMC Study Session June 5, Electronic Meeting 6:00 PM
 - d. APMC Business Meeting June 12, in Person at Council Chambers 6:00 PM
- XI. 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.

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@ashland.or.us. 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.

MINUTES FOR SPECIAL MEETING
ASHLAND PARKS & RECREATION COMMISSION

March 6, 2024

Council Chambers – 6 PM

1175 E Main St

Present: Commissioners Bachman (Chair), Landt (Vice Chair), Adams, Lewis, Seffinger, Interim Director Eldridge, Deputy Director Dials, Senior Services Superintendent Mettler, Parks Superintendent Caldwell, Executive Assistant Mero

Absent: None

I. CALL TO ORDER

Bachman called the meeting to order at 6:03 PM

II. APPROVAL OF MINUTES

a. APRC Rescheduled Business Meeting – January 17, 2024

Bachman asked for unanimous consent. All approved with no corrections.

III. ADDITIONS OR DELETIONS TO THE AGENDA

Changed the order of Business items VIb. and VIc.

IV. PUBLIC FORUM

None

V. CONSENT AGENDA

None

VI. BUSINESS

a. Request for Exception to APRC Lithia Park Bandshell Noise Policy of 8:00 PM (Action) Deputy

Director Dials

Dials: Welcomed Ashland Folk Collective (AFC) board member Joan Campbell and local business owner Eric Herron.

Dials: Asking for approval of exceptions to the APRC Lithia Park Bandshell Noise Policy (Policy) for two Monday evening live music concerts from 6:00 – 9:00 PM. Partnering with local businesses to bring family friendly shows to the Butler Bandshell. Dates to be determined, one in June and one in July. This item meets Goal #9. Received many comments from citizens wanting more events in the parks, specifically at the Bandshell.

Campbell: Excited to partner with APRC to bring more live music to the community. Monday night concerts would not interfere with OSF's play schedule since they are "dark" on Mondays. Folk variety music with plugged-in acoustic instruments. Shows will have a hard stop time of 8:50 PM. Decibel max will be 93. Will inform/invite the community near the Bandshell of their events.

Herron: A member of the business group helping to produce the concerts. Have raised \$10,000 so far for the free concerts. Noted it can be pretty warm in the summer. Want to take advantage of the cooler evenings. Plan to have a few food trucks – won't allow them to run noisy generators. Still light out until ~8:30 PM in June and July.

Dials: Summarized; the first ask is the raised noise level, the second is an exception to the 8:00 PM Policy.

Questions/Discussion

Landt: Stated there was nothing in the packet about the exception for the increased decibel ask.

Dials: Noted they would be measuring the decibel level from Granite St., not the Bandshell.

Landt: Are they just asking for what is in the Staff Memo?

Dials: Correct.

Seffinger: Decibel level of music should be the same as for pickleball.

Bachman: Confirmation that the decibel level will be measured at the Bandshell is sufficient to waylay his concerns.

Adams: In support, great next step. Will be an opportunity for selling beer and wine in addition to food.

Lewis: Have there been noise complaints over Bandshell events?

Dials: Yes, but many years ago. Not in approximately the past five years.

Landt: Doubts the music from the AFC concerts will be louder than the City Band performances. On short notice, still not willing to involve noise level in the motion.

Motion: Landt moved to approve the two exceptions for the AFC concerts in Lithia Park Butler bandshell with amplified music beginning at 6:00 and ending no later than 9:00 PM on two Monday evenings in June and July 2024. Adams seconded the motion.

Vote: All Yes.

b. Marking Ashland Places MAP II Project (Action) Ken Engelund Public Arts Advisory Committee

Engelund: Material for the Marking Ashland Places II project (MAP II) is in the packet. The Historic Preservation Advisory Committee (HPAC) and Public Arts Advisory Committee (PAAC) are recommending that the next Marking Ashland Places historic district be the downtown district and the next hub site location be at the entrance to Lithia Park in the space identified in the packet photo. The recommended location will be marked with a descriptive marker and spoke historic markers. Will follow all the protocol for the historic district and the protocol (selection committee, research, photo protocols, etc.) that was used in Golden Connections installation. It will be built with reviews assessments by APRC, HPAC, PAAC, and the City Council. Also in the packet are pages from the April 2021 City Council meeting and the agenda for Marking Ashland Places. The key information was also sent by email to Eldridge who shared it with the Commissioners. In the email, Engelund responded to Commissioner questions.

Questions/Discussion

Seffinger: She is the Commissioner Liaison to PAAC and has personally contributed public art. In the process of selecting a site, PAAC considered a number of locations. Lithia Park location good for exposure. Selection/location process will be vetted all along the way. Will be a Commissioner on the selection committee.

Landt: Believes two motions are needed for the two different asks. One is the medallion plaque; the other is an art piece in Lithia park. Good to provide an opportunity to include the community in the process.

Motion: Landt - Whereas Lithia park is considered by many community members to be the crown jewel of our community, and whereas many community members have strong feelings about changes in Lithia park, I move to direct APRC staff to work with City staff and PAAC to develop a robust community involvement plan that allows time for contemplation and feedback to Commissioners before decisions made related to location and form of art installation. Further, that a clear depiction that models the final art piece is available early in the community involvement process. Seconded by Lewis.

Questions/Discussion

Landt: This art project is different from other projects. Public meeting process isn't enough. Need to get the community involved. PAAC members, the City, and APRC staff can decide how to accomplish this. Need a clear idea of what we are talking about and a clear sense of community reaction to the proposed art.

Lewis: Been a member of the plaques/memorials subcommittee and served 14 years on the Historic Commission. Was involved in the process of getting the five medallions in the Railroad district. They are much visited. Have more to do with history than with art. Would like to make an exception for Lithia Park because we have made so many exceptions for plaques and memorials.

Landt explained to Lewis that the memorial plaque is excluded from Landt's current motion. This motion is about the art work proposed to be located at the entrance to Lithia park.

Seffinger: Noted Landt's proposed process is not the usual process for public art approval. She doesn't feel it is necessary. PAAC will recommend a sculpture that is reflective of Lithia Park. There will be plenty of opportunity and time for public input. Much work has already been devoted to the project and there needs to be some trust.

Adams: No comment.

Landt: Not far off the typical process. Commissioners selected the location for the sculpture in Ashland Creek park. They also were able to view all options before the art piece was chosen. Lithia is special and unique as the City's crown jewel. We must give the public time for their input.

Adams: Supports public art in general. Agrees Lithia is special. The proposed site is a central and sacred place. Believes extra time planning on the front end is very important.

Bachman: Supports moving down the cautious route.

Seffinger: Not clear on what is being asked of PAAC.

Engelund: Not sure either. PAAC also wants public support and input. Requires having a proposed site to present to the public.

Bachman: Ended discussion, asked to resume vote.

Vote: Adams, Bachman, Lewis, Landt Yes. Seffinger No.

Motion passes.

Bachman: Now we have the second part which is the plaque. Asked Landt if he has a motion.

Motion: Landt: I move to approve the installation of the Marking Ashland Places hub plaque at grade within existing sidewalk at the entrance to Lithia Park or adjacent to sidewalk surrounded by at grade concrete to minimize maintenance. Adams seconded.

Vote: All Yes.

Discussion

Landt: Placing a plaque above grade makes it difficult to do landscaping maintenance.

Adams: Lives in the Railroad District. He and his children enjoy reading the plaques.

Seffinger: The plaque should reflect the sculpture in some way.

Landt: If the Commissioners approve the plaque, it can be installed at any time. No expiration date on the approval.

Lewis: Lithia is wonderful, but it isn't a holy place, it's a park. Shouldn't hold it in too high a place. There's art all over Ashland. PAAC has brought much great art to the City.

Engelund asked if the minutes of the meeting have to be approved before a motion becomes effective.

Bachman: No

c. Public Arts Advisory Committee (PAAC) Crosswalk Art Project (Action) Ken Engelund PAAC

[Pictures \(concept only\)](#)

Engelund: At PAAC's January meeting a project to put public art in the crosswalk was recommended and adopted, and subsequently approved by HPAC. Proposed location is the crosswalk from the Plaza to the entrance of Lithia Park. Packet includes examples of proposed location and sidewalk art. These are only samples of what could be because it's a process with a selection committee. Since the crosswalk is in the footprint of the Lithia Park area, it is requested that APRC Commissioners consider and approve the crosswalk project and participate in the process with the selection committee.

Questions/Discussion

Adams: Is the crosswalk art proposal for just one crosswalk?

Engelund: Yes

Seffinger: The crosswalk is not part of the park. Commissioners should not be asked. Safety of crosswalk should be addressed by Public Works. (PW)

Engelund: Understands the footprint of Lithia Park includes the proposed crosswalk. Project originated with PW. The project is viewed as an idea for traffic calming and an opportunity to exemplify Park history.

Seffinger: Has received comments questioning the safety.

Engelund: Much research done all over the world has shown that putting art/decorations in streets does calm traffic.

Bachman: Did Scott Fleury suggest you come speak to us?

Engelund: Conversations with Fleury led to the sidewalk art idea.

Dials: Though the proposed location is not under management by APRC staff, we felt it was important that the Commissioners and staff maintain a high level of participation in the process. This led to Fleury's recommendation that the project be brought before the Commissioners. The sidewalk pictures in the packet are concept only. What is legally required will be determined by PW.

Landt: Agrees that APRC should be involved in the process. There is a receptive audience that cares about first impressions at the entrance to Lithia park.

Adams: Thinks the proposed motion is appropriate to staff's level of jurisdiction.

Motion: Adams moved to approve the concept for a public art crosswalk with the following conditions: That the Commission require an APRC staff member and/or Commissioner be on the design selection committee and that the final design be brought before the Commission for final approval. Landt seconded.

Adams: Appreciates that the project was brought before the Commission. Feels that the correct level of jurisdiction is "approval of a concept." Has seen similar art in other cities – gets him to slow down and look. He has a small degree of familiarity with the research that claims street art can actually increase safety.

Landt: Though he seconded the motion, he finds the "and/or" part is not clear. Offered an amendment on the conditions portion of the motion.

Amended Motion: 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.

Bachman asked for a second. Following discussion, Lewis seconded.

Vote: Bachman, Lewis, Landt Yes. Seffinger, Adams No.

Amended motion passes.

Questions/Discussion

Adams: Doesn't find the amendment necessary. Would be satisfied with either a staff member or a Commissioner on the committee, or both if there's interest.

Landt: But who decides?

Adams: Doesn't anticipate an argument. Can be a conversation. And/or implies there can be two people.

Bachman: Asked for a second.

Lewis: Seconded.

Questions/Discussion

Seffinger: Most important is PW and Transportation making sure the design is safe. Doesn't think APRC should be involved in the decision.

Lewis: Winburn way has been in limbo for many years. Public Works' involvement with the street is inconsistent.

There is subjectivity when it comes to art. Feels comfortable that APRC will be involved in the result. Amended motion gives APRC enough control.

Bachman: Whether or not APRC approves, PW will present the idea to the City Council. It will get a thorough safety review.

Bachman returned to the original concept motion with passed amendment.

Motion: Bachman moved to approve the concept for a public art crosswalk 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. Landt seconded.

Vote: All Yes. Motion passes.

Questions/Discussion

Seffinger: Asked to make an amendment: PW and Transportation will assure the safety of the design.

Bachman: Not sure that we could do that because APRC doesn't direct PW. We could ask them.

Seffinger: As a Parks Commissioner, doesn't want to be responsible for saying the design is safe.

Dials: Understands everything will go through PW for approval. PW will be involved in the process.

Bachman: If approached by citizens concerned about the safety of the crosswalk project, he would refer them to PW.

Eldridge: There are guidelines for sidewalk safety. PW will assure those requirements are met. The pictures of sidewalk art in the packet are concept only.

d. Calle Guanajuato Lease Agreement (Action) Deputy Director Dials [Presentation](#)

Dials: Time for APRC to review and approve the applicants for the space on the Calle Guanajuato (Calle). There are eight applicants wanting to lease space - seven restaurants and the Lithia Artisan's Market (LAM). In 2023, Commissioners approved a fee schedule for the Calle that included a three year fee increase schedule.

Tonight, we are asking for the Commissioners to approve the Calle boundary map as well as the LAM's use of the front of Lithia Park. During the pandemic, the artisans needed to socially distance so some of them set up their booths in the front portion of Lithia Park. Maintenance staff has closely monitored the space. There has been minimal damage. Staff approves artists' continued use of the space. They must discontinue use after November 1 or if ½" or more of rain falls three days prior to use. Staff also ask the Commissioners to approve the season of operation and the eight agreements for the Calle.

Bachman: To be clear, there are five separate motions.

Dials: There are four.

General Clarifying Questions

Seffinger: Referenced hearing (tonight) the importance of community members vetting the art proposed to be placed at the entrance to "the gem" (Lithia Park). She has heard from some people they mind artisans setting up their booths in the front of Lithia Park. Do they pay?

Dials: Yes.

Bachman: Have we received complaints?

Dials: Staff has not received complaints about artisans using the front of Lithia park. The area is heavily used on sunny days. Feel the artisans have a positive effect.

Landt: Noted that citizen's feelings about the use of the front of the park is subjective. Asked Rachel to display the proposed Calle Boundary map. Is it the same as the map used prior to the pandemic? Remembers artisans at the Winburn Way entrance to the Calle.

Dials: Noticed a mistake on the Calle Boundary map. A-10 should be artisan space, not restaurant space as depicted on the current map. Apologized. Will amend.

Landt: There are no other changes on the current map besides the one just mentioned?

Dials: Correct.

Lewis: Jurisdiction over sidewalks, parkways, and rights of way is unclear. Is it APRC or PW?

Seffinger: Some feedback is that extending booth area to artists who aren't significantly contributing to businesses actually hurts the galleries. Not helpful to all parts of the community.

Dials: The Calle Boundary motion doesn't need to be changed. On the map, it is clear that A-10 is an artisan spot, the color code just needs to be changed.

Bachman: Good observation. Motion does not need to be changed as long as the color on the map is corrected.

Motion: Adams moved to approve the 2024 Calle Boundary Map (with corrected color) as it appears in the packet.

Landt seconded.

Adams: Loves the vibrant use of the Calle. Likes the aesthetics of the extension of LAM into the front of Lithia. Enjoys eating at restaurants with tables on the Calle. Used to be more artisan booths. They are being replaced by restaurant tables. The Calle is being used. LAM booths have caused minimal and amenable damage. Supports the map as is.

Vote: Lewis, Landt, Adams, Bachman Yes. Seffinger No. Motion passes.

Motion: Adams moved to approve the use of the front of Lithia Park during the regular season of March through November with no use of grass areas after November or if ½” or more of rain falls within a three day period prior to the rental. Lewis seconded.

Landt: Potentially merit going back to pre-pandemic map. It is too late at this point for this season. Would require more time, four or five months in advance of the next rental season.

Seffinger: Inconsistencies in how people view Lithia Park. Would like more public input on what people want for the Park. Understands it is too late to change for the coming season.

Vote: All Yes. Motion passes.

Motion: Adams moved to approve an eight month season March 11 to November 10 2024 and a nine month season March 11 to December 31 2024 and offseason use from Jan 1 2025 to March 9 2025 giving a choice to restaurants and the Lithia Artisan Market to extend the months of the season of operation with a plan in place by November 1 to move equipment, chairs, tables, etc. if a flood threatens. Lewis seconded.

Discussion/Questions

Adams: Likes the seasons as they are outlined. Enjoys seeing people bundled up by the little fires in the tables at SKOUT.

Landt: The Calle previously had a downtime in the winter months when tables, chairs, etc. were put away and staff could do maintenance. How has having tables, chairs, etc. up all year affected the ability to do maintenance?

Dials: Staff clean the Calle weekly or biweekly year round (blow leaves with an electric blower, etc.). Bi-annually APRC hires a pressure washing company to clean the Calle. Staff do not have issues with tables and chairs on the Calle all year.

Eldridge: Primary reason for using a contractor for pressure washing the Calle is for environmental reasons. Want to protect the creek. Not just a simple pressure washing.

Landt: Thinks winter season should be reevaluated (Not at this point). Nice for people to have full access to the Calle for several months. Suggested restaurants might pay the reduced usage fee in the winter so that they don't have to move and store tables, chairs, etc. Reevaluate for next season.

Seffinger: Remembers it got changed because of the fires. Shakespeare season changed.

Vote: All Yes. Motion passes.

Motion: Landt: Moved to approve the eight requests listed in the staff report for Calle Guanajuato for the 2024 season, not the 2023 season as written in the staff memo. Adams seconded.

Vote: All Yes. Motion passes.

e. Approval of APRC Director Job Description (Action) Commissioner Chair Bachman

[APRC Director Job Description](#)

Bachman: The APRC Director job description has changed a little since the one we approved last July. HR Director Molly Taylor used it as a rough draft, compared it to a couple other similar level City jobs – City Manager and Director of Community Development – to make them consistent. If approved tonight, Taylor will post it tomorrow morning.

Questions/Discussion

Seffinger: The Director job description covers things very well.

Landt: Thanked HR Director for taking the time to be here for questions. Not what he would have written but it is adequate.

Motion: Landt moved to approve the Parks Director position as presented. Seffinger seconded.

Vote: All Yes. Motion passes.

f. Approval of APRC Director Hiring Process (Action) Commissioner Chair Bachman
Recruitment Schedule

Bachman: HR Director Taylor asked Commissioners to approve this item. Bachman asked for a quick process because he wants to settle the question of who is directing Parks as soon as possible. Asked Taylor to get them something that will see the process finished by mid-April. Last date is left blank intentionally.

Questions/Discussion

Adams: What is meant by advertise position? Assumes it will be posted on City website. Is it going anyplace else?

Taylor: Yes, posted on our website which goes through NeoGov which will hit Governmentjobs.com. Open to suggestions for other parks specific organizations to post the job.

Dials: We can post it on the Oregon Recreation and Park and National Parks and Recreation websites.

Motion: Landt moved to approve the parks director recruitment schedule as presented. Adams seconded.

Questions/Discussion:

Adams: Thinks it's a fast, reasonable schedule. Glad to hear the job will be posted places besides the City website.

Vote: All Yes. Motion passes.

VII. ITEMS FROM COMMISSIONERS/STAFF

Bachman: Would like to use this place to discuss items that aren't on the table.

Seffinger: Thinks it is important to talk about the changes that have been made and the changes people want to see made in parks. Named pickleball and the pump track as examples.

Bachman: Change is constant. Need to find a way to regularly poll people. APRC has a biannual retreat to set goals. May want to solicit feedback from the public prior to the next retreat. Would like to see an annual review of how they are doing.

VIII. LOOKAHEAD REVIEW

Dials reviewed the Lookahead.

Seffinger: Would like information on Best Practices for fire safety.

Eldridge: To clarify during his presentation at the March 13 APRC Business meeting you would like Chris Chambers to address best practices for fire safety?

Seffinger: Yes.

IX. UPCOMING MEETING DATES

- a. Ashland Senior Advisory Committee March 11 in Person at the Senior Center 3:30 PM
- b. Recreation Division Advisory Committee March 21 in Person at the Litha Cabin 4:00 PM
- c. Joint Study Session with City of Ashland Council April 1 in Council Chambers 5:30 PM
- d. APRC Study Session April 3 Electronic Meeting 6:00 PM
- e. APRC Business Meeting April 10 in Person in Council Chambers 6:00 PM

X. ADJOURNMENT

Bachman adjourned the meeting at 7:45 PM

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: Lonny Flora, Recreation Manager
DATE: May 1, 2024
SUBJECT: Ice Rink Facility Review (Information)

Situation

The Ashland Rotary Centennial Ice Rink (“Rink”) needs upgrades to critical operational components. Without these upgrades, the Rink is at risk of failures that could result in a reduced level of service and/or closure.

Priority areas have been identified to address these short- and long-term facility issues. Additionally, staff have identified areas where planning and investment now would help reduce future operations and budget requirements. The current capital improvement project (CIP) budget does not have funds allocated for the Rink.

Background

Established in the mid-1990’s, the Rink is a beloved winter facility in Lithia Park that attracts both tourists and locals. The Rink facility has several components that are aging beyond their normal life span or have become more costly to maintain. Recently the Rink has experienced a decline in revenue and attendance numbers. This decline is likely due in part to warmer winters and subsequent closures of the Rink. Concurrently, inflationary impacts on operation-related costs (material and labor) continue to rise.

The chiller unit, which maintains the Rink floor’s icy temperature, was installed in 1996. It was originally connected to an above-ground coil system. In 2009, the chiller was connected to the underground system. The underground system now has coils embedded in the concrete of the Rink lot.

In 2013, staff installed a canopy structure to help protect the ice from elements such as rain, snow, humidity, and sun. The canopy structure was designed to stay up year-round but was approved as a

Conditional Use through City Planning Department to stay up only November through March during Rink operations. The canopy fabric and structure are experiencing wear and tear, requiring contractors to spend more time each year to install and remove.

Budget Information

The Rink operations expense budget is ~53K per fiscal year. This budget is used for all Rink operations including setup of the Rink canopy, as well as other construction and operational materials. Of the current expended amount, \$45,993 was used for Rink canopy setup and take down.

Operations and personnel costs, revenues, and attendance data for the past several years are attached to this memo. In 2019, fees were raised between \$0.50 and \$1.00 depending on the type of admission.

Days of Operation and Attendance

Historically, Rink seasons began on the Saturday before Thanksgiving and concluded President's weekend the following year. This makes a total of 93 days the Rink is open to the public. Closures during the holiday season have larger impacts on revenue numbers than closures on a non-holiday weekday.

Days Closed per Season

2021-2022: 10

2022-2023: 11

2023-2024: 15

Assessment

The Ashland Rotary Centennial Ice Rink has great value to the community of Ashland. The Rink attracts visitors to downtown Ashland, providing an outdoor winter recreation option for locals and tourists. Local stakeholder's thoughts on the importance of the ice rink to the community may be found in the addendum section of this memorandum.

Staff has compiled a preliminary needs assessment to provide Commissioners with a starting point to discuss future recommended improvements to the Rink.

Priority #1: Chiller Unit

The chiller unit system has received regular maintenance inspections. It has not required major repairs since it was originally installed. A recent diagnostic report of the system revealed that critical components are now past their typical life span. The refrigerant used to create and maintain ice is expired and no longer in production. The refrigerant is degrading other chiller components. Furthermore, a new motherboard is required to operate the entire system.

The current chiller is expensive to repair and maintain. Staff have been advised that the chiller unit could malfunction at any time, resulting in immediate Rink closure. Due to the age of the chiller and its obsolete components, as well as the fundamental function it plays in the operation of the Rink, the purchase of a new chiller is recommended. Additionally replacing the refrigerant will allow the system to use updated material that meets current environmental standards and improve the efficiency of the system to meet demands of the Rink. A new chiller is estimated to cost \$185,000.

Priority #2: Ice Rink Canopy/Covering

Staff reports that a covered area is essential to the success of the Rink—providing critical shelter from the heating effects of sun exposure and the degrading impacts on the ice of rain and snow. The Rink canopy installation and tear down has become a significant expense at around \$50,000 per year and increases each year. Staff received a \$63,000 quote to replace the canopy fabric. This structure and fabric are not intended to be used seasonally. Improvements in the design and installation of a permanent structure to improve efficiency and safety are recommended.

Additional Considerations: Long-Term Improvements in Operational Efficiency

Additional facility and equipment improvements at the Rink should be considered as ways to further develop programming, serve the public and generate more revenue. The following issues cause increased labor and maintenance costs as well as reduced visitor experience.

- **On-site Potable Water.** There is no potable water at the Rink requiring regular drinking water service delivery for staff and patrons.
- **Permanent Restrooms.** There are no restrooms available at the Rink requiring rental of portable toilets which have been subject to vandalism and increasing pricing.
- **New Rental Skates.** The Rink provides rental skates which require regular sharpening and replacement. Staff track the skate inventory to make sure sharpening is done regularly. A large portion of the skate inventory has passed its usable life span however expense budget limitations have delayed replacement.
- **Secure Storage Area.** There is no storage space at the Rink for programming equipment such as hockey nets and personal protective gear. This requires staff to regularly transport equipment to off-site storage locations and sometimes necessitates locking up hockey nets out in the elements.
- **Secure On-Site Zamboni Storage.** Storing ice maintenance equipment such as the Zamboni machine and edger requires staff to move equipment up and down Winburn Way. Hot water is ideal for creating and maintaining ice but is only available at the Community Development building requiring staff to drive equipment into more populated areas near the Plaza.
- **Rehabilitated or New Rink Operations Facility.** The mobile office trailer shows signs of wear and tear including some areas of rot around doors, corners, and windows. The Rink operations trailer, which was donated by the Ashland Rotary in 2017, is unable to house many of the storage needs for the Rink.

Discussion Questions:

1. What is the vision for the Rink over the next 10 years? What sort of future should staff plan and budget for regarding the Rink?
2. The CIP this biennium has no money allocated towards Rink improvements, nor is it identified in the Commissioner Biennium goals. Does this need to be reconsidered?

Attachments

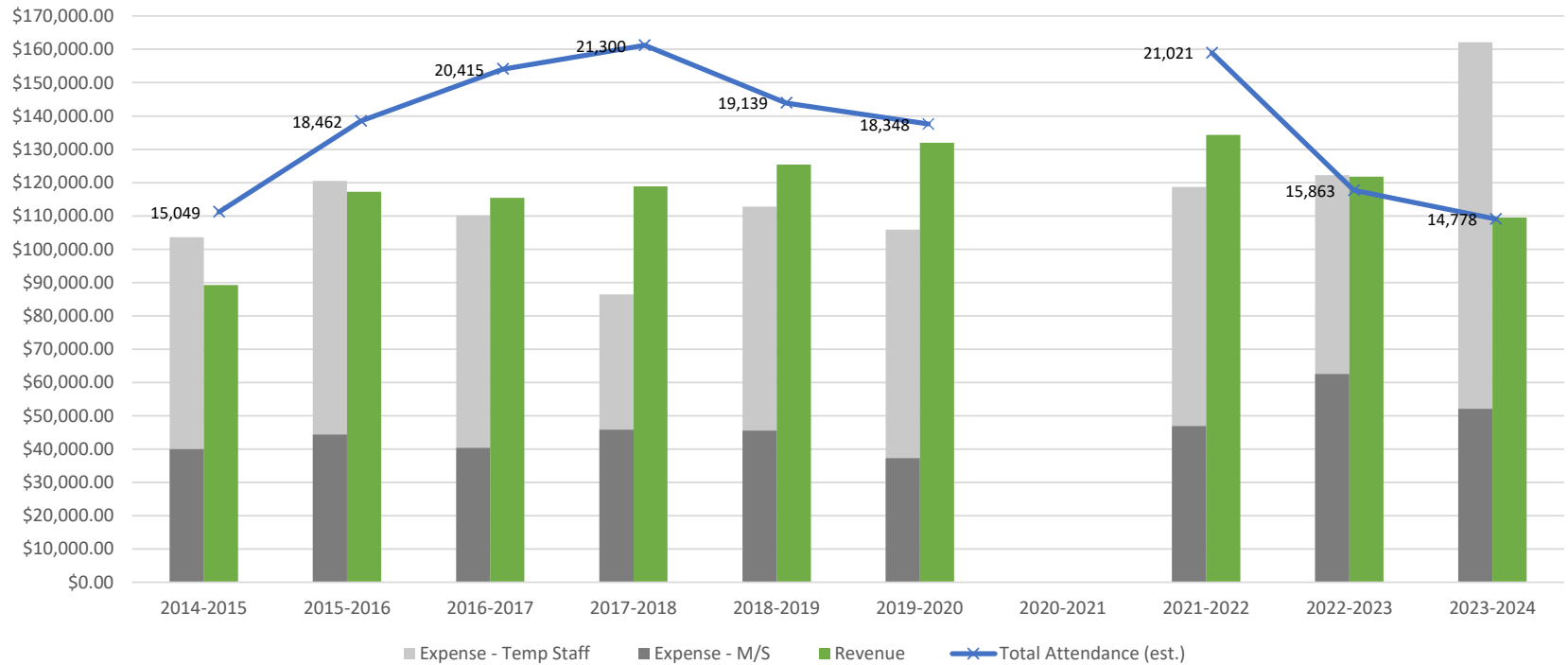
[Ice Rink Revenue and Expenses Chart](#)

[Ice Rink Chiller Quote](#)

[Ice Rink Fabric Quote](#)

[Rink Support from Mt. Ashland Association GM](#)

ICE RINK 2014 - 2024 REVENUE & EXPENSES



	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Revenue	\$89,280.00	\$117,234.00	\$115,404.00	\$118,869.00	\$125,431.00	\$131,953.25		\$134,347.25	\$121,793.00	\$109,485.75
Expense - M/S	\$39,999.00	\$44,342.00	\$40,338.00	\$45,783.00	\$45,514.00	\$37,255.48		\$46,894.00	\$62,536.69	\$52,039.70
Expense - Temp	\$63,558.00	\$76,121.00	\$69,806.00	\$40,636.00	\$67,258.00	\$68,656.00		\$71,753.00	\$59,704.00	\$105,012.00
Attendance	15,049	18,462	20,415	21,300	19,139	18,348		21,021	15,863	14,778

Ashland Parks and Recreation

Ice Rink Chiller Replacement



April 24, 2024

Presented to:

Bill Miller
Ashland Parks and Recreation

Submitted by:

Madison Kishineff
Johnson Controls, Inc.
Sales Engineer
(458) 225-2418
madison.kishineff@jci.com

1. Executive Summary

Johnson Controls, Inc. proposes to provide labor and materials for the chiller replacement at the Ashland Ice Rink.

2. Scope

Provide Ashland Parks and Recreation with the following equipment and services:

- (1) York YLAA Air Cooled Chiller
 - R-454B refrigerant
 - 460V/3 Phase
 - (4) scroll – hermetic compressors
 - 116.2-ton cooling capacity
 - Low ambient kit
 - BACnet compatible
- Demolition and disposal of existing chiller
- Disconnect and reconnect of piping
- Chiller start up
- Crane
- Operational verification and checkout
- Twelve-month warranty

3. Exceptions and Clarifications

- Pricing excludes electrical installation.
- Chiller to be delivered directly to Ashland Parks and Recreation.
- Ashland Parks and Recreation to ensure chiller is present for crane pick when old unit is removed and new unit is set.
- Ashland Parks and Recreation to make arrangements to provide proper access for crane to perform removal of old chiller and setting of new chiller.
- Pricing is current and valid for 30 days.
- All work to be performed under safe conditions with reasonable access to all systems and work areas.
- All work to be performed during normal business hours (7am – 5pm, Monday – Friday).
- Excludes control or troubleshooting of equipment beyond the defined scope.
- Excludes BIM coordination and drawings.

4. Financial Overview

Net Installed Price.....\$184,350.00

This proposal and signed option/s listed below are hereby accepted and Johnson Controls is authorized to proceed with work, subject, however to credit approval by Johnson Controls, Inc., Milwaukee, Wisconsin.

This proposal is valid until: 5/30/2024

Ashland Parks and Recreation

Johnson Controls, Inc.

Name: _____

Name: Madison Kishineff _____

Signature: _____

Signature: _____

Title: _____

Title: Sales Engineer _____

Date: _____

Date: _____

**Total Sum
Amount:** _____

JCI CONTROLS TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

SCOPE OF WORK. This proposal is based upon the use of straight time labor only. Plastering, patching and painting are excluded. "In-line" duct and piping devices, including, but not limited to, valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson, shall be distributed and installed by others under Johnson's supervision but at no additional cost to Johnson. Purchaser agrees to provide Johnson with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. Johnson agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge Johnson for any costs or expenses without Johnson's written consent.

Unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment Hazards or dangerous substances, to include but not be limited to asbestos or PCBs, discovered in or on the premises. Any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.

INVOICING & PAYMENTS. Johnson may invoice Purchaser monthly for all materials delivered to the job site or to an off-site storage facility and for all work performed on-site and off-site. Waivers of lien will be furnished upon request, as the work progresses, to the extent payments are received. If Johnson's invoice is not paid within 30 days of its issuance, it is delinquent.

MATERIALS. If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of Johnson, then in the case of such temporary unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, Johnson shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefor.

WARRANTY. Johnson warrants that the equipment manufactured by it shall be free from defects in material and workmanship arising from normal usage for a period of one (1) year from delivery of said equipment, or if installed by Johnson, for a period of one (1) year from installation. Johnson warrants that for equipment furnished and or installed but not manufactured by Johnson, Johnson will extend the same warranty terms and conditions which Johnson receives from the manufacturer of said equipment. For equipment installed by Johnson, if Purchaser provides written notice to Johnson of any such defect within thirty (30) days after the appearance or discovery of such defect, Johnson shall, at its option, repair or replace the defective equipment. For equipment not installed by Johnson, if Purchaser returns the



Improving Comfort + Efficiency + Reliability

defective equipment to Johnson within thirty (30) days after appearance or discovery of such defect, Johnson shall, at its option, repair or replace the defective equipment and return said equipment to Purchaser. All transportation charges incurred in connection with the warranty for equipment not installed by Johnson shall be borne by Purchaser. These warranties do not extend to any equipment which has been repaired by others, abused, altered or misused, or which has not been properly and reasonably maintained. THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES. EXPRESS OR IMPLIED. INCLUDING, BUT NOT LIMITED TO, THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE.

LIABILITY. Johnson shall not be liable for any special, indirect or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.

TAXES. The price of this proposal does not include duties, sales, use, excise, or other similar taxes, unless required by federal, state or local law. Purchaser shall pay, in addition to the stated price, all taxes not legally required to be paid by Johnson or, alternatively, shall provide Johnson with acceptable tax exemption certificates. Johnson shall provide Purchaser with any tax payment certificate upon request and after completion and acceptance of the work.

DELAYS. Johnson shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond Johnson's control, including, but not limited to, acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner, or other Contractors or delays caused by suppliers or subcontractors of Johnson, etc.

COMPLIANCE WITH LAWS. Johnson shall comply with all applicable federal, state and local laws and regulations and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits of a permanent nature shall be procured and paid for by the Purchaser.

DISPUTES. All disputes involving more than \$15,000 shall be resolved by arbitration in accordance with the rules of the American Arbitration Association. The prevailing party shall recover all legal costs and attorney's fees incurred as a result. Nothing here shall limit any rights under construction lien laws.

INSURANCE. Insurance coverage in excess of Johnson's standard limits will be furnished when requested and required. No credit will be given or premium paid by Johnson for insurance afforded by others.

INDEMNITY. The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorneys fees, which may arise in connection with the execution of the work herein specified and which are caused, in whole or in part by the negligent act or omission of the Indemnifying Party.

OCCUPATIONAL SAFETY AND HEALTH. The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act relating in any way to the project or project site.

ENTIRE AGREEMENT. This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.

CHANGES. No change or modification of any of the terms and conditions stated herein shall be binding upon Johnson unless accepted by Johnson in writing.



Subject: Structure Fabric

From: Annie Chisholm <annie@keymanufacturing.com>

Date: 3/12/2024, 4:27 PM

To: Bill Miller <bill.miller@ashland.or.us>, Rachel Dials <rachel.dials@ashland.or.us>

Bill & Rachel

You have two sets of fabric for the ice rink -

1st (original) set I believe was 24 oz material and you ended up replacing that as it was too tight

2nd set I believe is 28 oz material NOT same as original and also way too tight

We will remove current fabric on structure tomorrow

Confirming that Leo will bring that set of fabric back to Key - you no longer want it

Can we bring back original set also?

Would need to know how that's been stored? Is it dry, and clean?

We may have a way to do something with the old fabric and make some wall out of it
Key would pay you \$100 per wall we are able to get out of your old fabric & give you a credit toward purchase of the new roof/gable ends

Could be as much as up to \$4,000-\$5,000

It will depend in part on condition of the fabric (including 1st set and how it's been stored etc)

Sorry to hit you with this at least minute but if you would consider and if this is something you'd like to do - please advise

I told Leo I'd let him know how much fabric he's bringing back - just the one set that is currently on the structure or both sets

Leo & crew will leave Salem 5am on Thurs - to be on site - 9:30-ish

Many thanks to you both!

Annie

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: APRC Commissioners

FROM: Leslie Eldridge, Interim Director

DATE: May 1, 2024

SUBJECT: Lithia Park: Winburn Way/ADA Parking (Action)

Situation

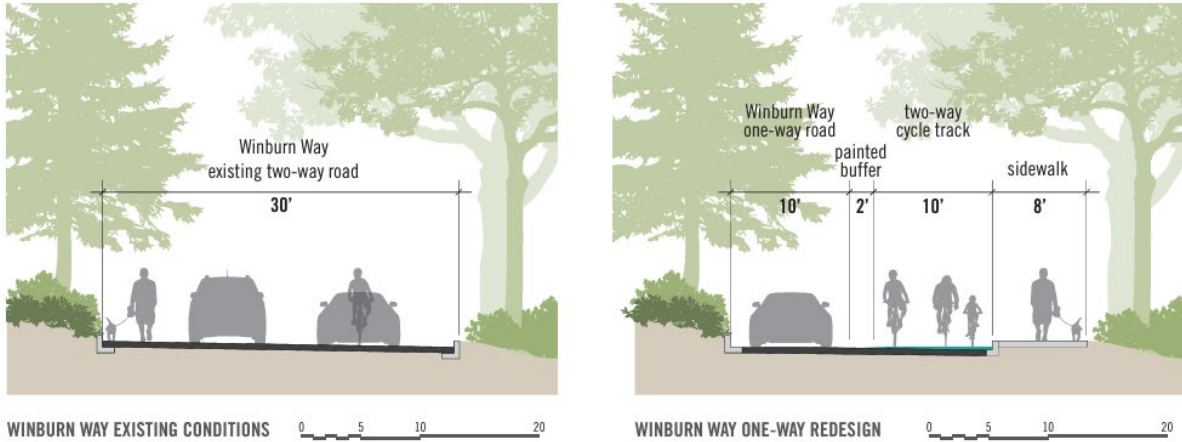
APRC staff want to ensure that changes made to Winburn Way (to accommodate ADA parking and access) adequately consider potential long-term changes in traffic patterns proposed in the draft Lithia Park Master Plan.

Background

The Lithia Park Master Plan (LPMP) process began in November 2017. The final draft was completed in November of 2019. At that time APRC Commissioners delayed final approval to refine a few unresolved issues, such as public water supply cross-connections in the park and ped/bike connectivity. The LPMP has not yet been approved by the APRC Commissioners.

The final draft of the LPMP includes "Recommendation 20: Redesign vehicular roads to increase safety for all modes of travel, including pedestrian and bike, and reestablish connectivity between the different zones of the park." This recommendation includes two scenarios for Winburn Way. Both incorporate one-way traffic patterns for Winburn Way (See figures below).

Below: Cross sections (existing and one-way) for Winburn Way



Below: One-way traffic flow recommendations for Winburn Way in LPMP

WINBURN WAY REDESIGN: ONE-WAY NORTHBOUND



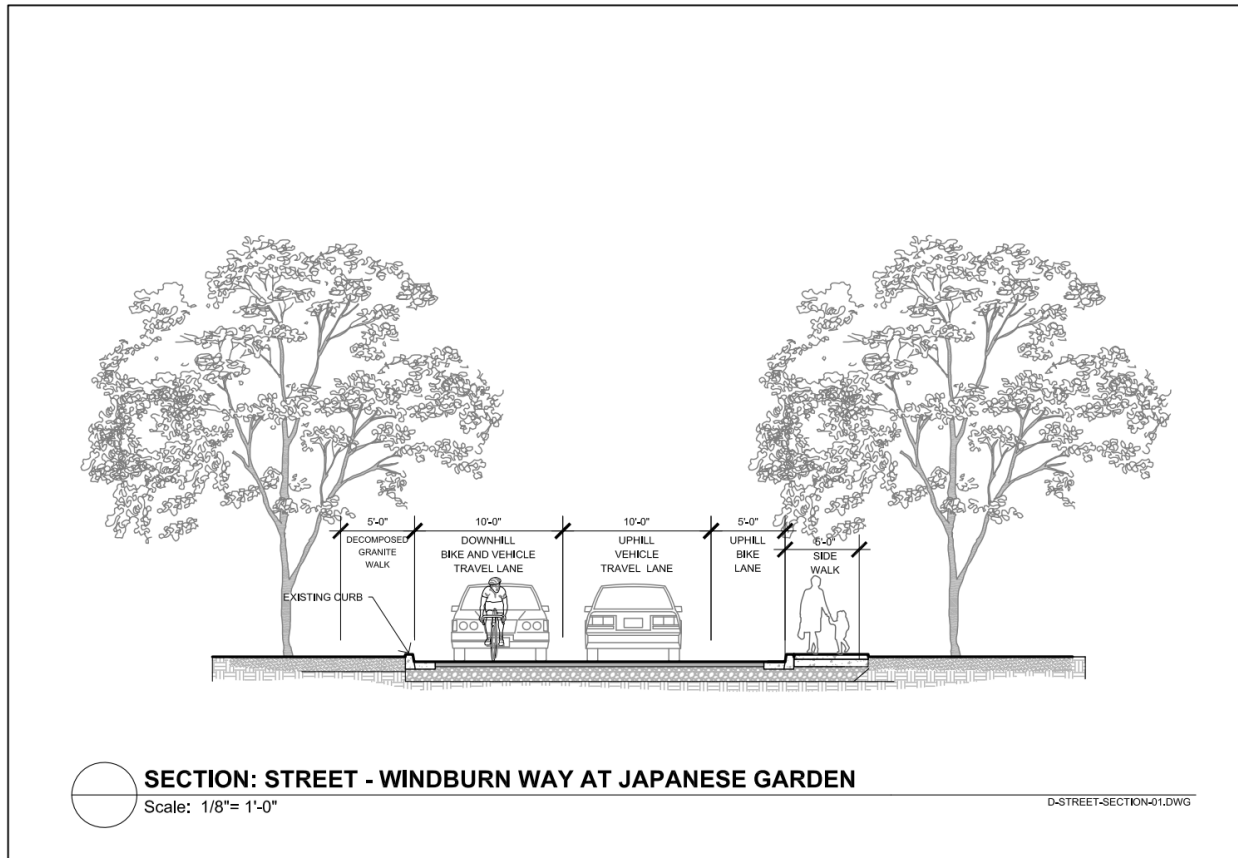
WINBURN WAY REDESIGN ALTERNATIVE: ONE-WAY SOUTHBOUND



TRAFFIC DIRECTION
 ↔ TWO-WAY ROAD ← ONE-WAY ROAD SECTION

In recent months, Commissioner Landt, in collaboration with members of the LPMP Subcommittee, came up with an alternative design that accommodates two-way traffic. Below is a concept drawing by Landscape Architect Kerry KenCairn of what that would look like on Winburn Way at the Japanese Garden.

Winburn Way at Japanese Garden Two-Way Concept (Kerry KenCairn)



Assessment

One-way traffic flow on Winburn Way has the benefit of creating room for a wide multi-use bike/ped path. However, this change would be a complex undertaking that would require a thorough outreach process and multi-departmental collaboration. Additionally, this long-term vision has not been prioritized by commissioners in the CIP (i.e. there is no immediate funding available) and parks staff estimate that a change of this nature is years away from a realistic design and implementation. Delaying installation of ADA parking until these recommendations are fully vetted and implemented leaves Lithia Park and the Japanese Garden with inadequate ADA parking and accessibility.

The two-way option adds a painted bike lane for uphill bike travel only and a sidewalk immediately adjacent to Winburn Way-- both on the west side of the road. This option would provide minimal benefit to bikers compared to the LPMP proposals (no physical separation between bikes and cars in either direction). Similarly to the LPMP proposals, it would also require a significant amount of infrastructure work to build a sidewalk for peds and dog walkers on the west side.

After collaborating with staff, engineers, and community members, a sidewalk located on the east side of the street, running continuously from the bandshell potentially as far as the swim reservoir, appears to be feasible from an economic and engineering perspective. Installing a sidewalk on the east side of Winburn Way would also provide a usable path for dog walkers, as it would remain on the outer edge of park boundaries and not meander into park land.

Another consideration is that portion of Winburn Way is "sandwiched" between the 100-year flood plain delineation and the existing sloped lawn south of the Japanese Garden (see Adkins design

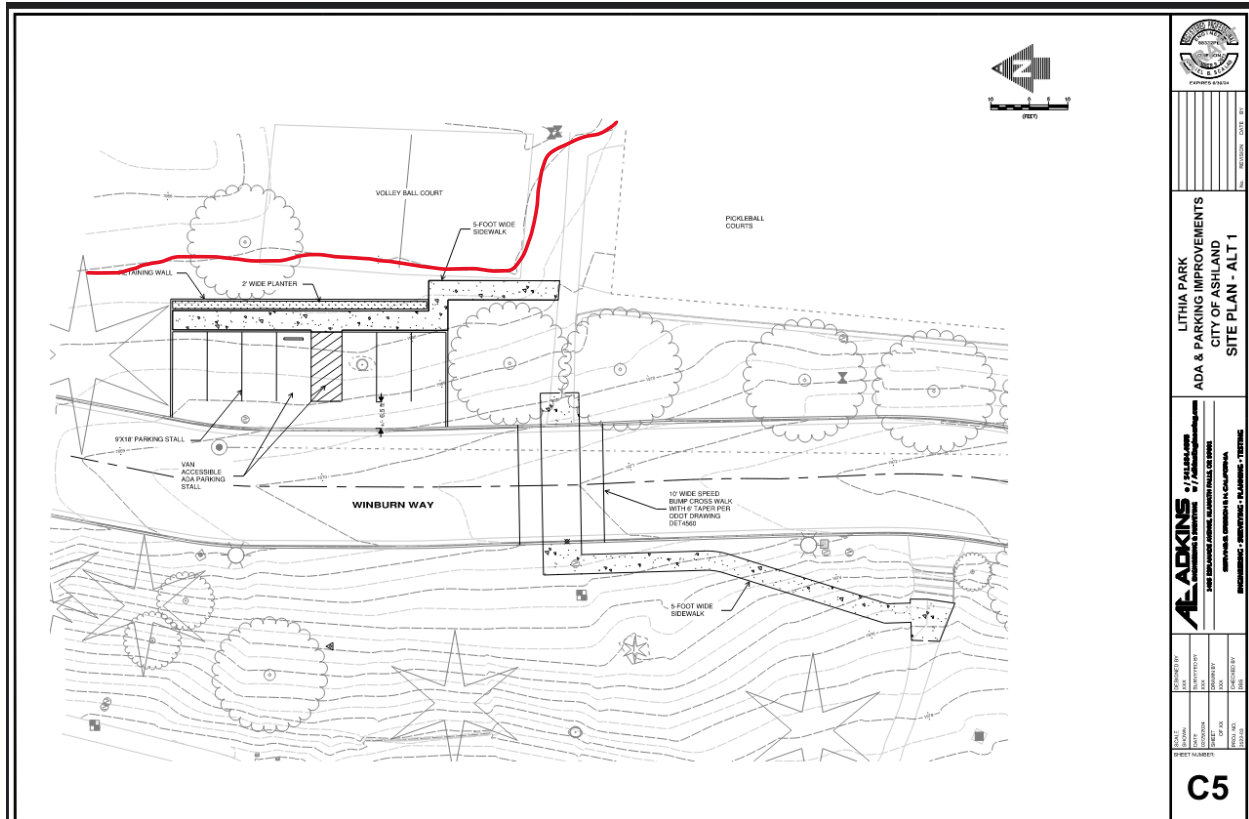
proposals below). Shifting the road and proposed parking closer to the creek brings the project into the floodplain and triggers complex planning actions. Shifting hardscaping closer to the Garden on the west side of Winburn will require building significant retaining walls and increased costs to complete an ADA compliant low-grade ramp for access to the Garden entrance.

Recommendation

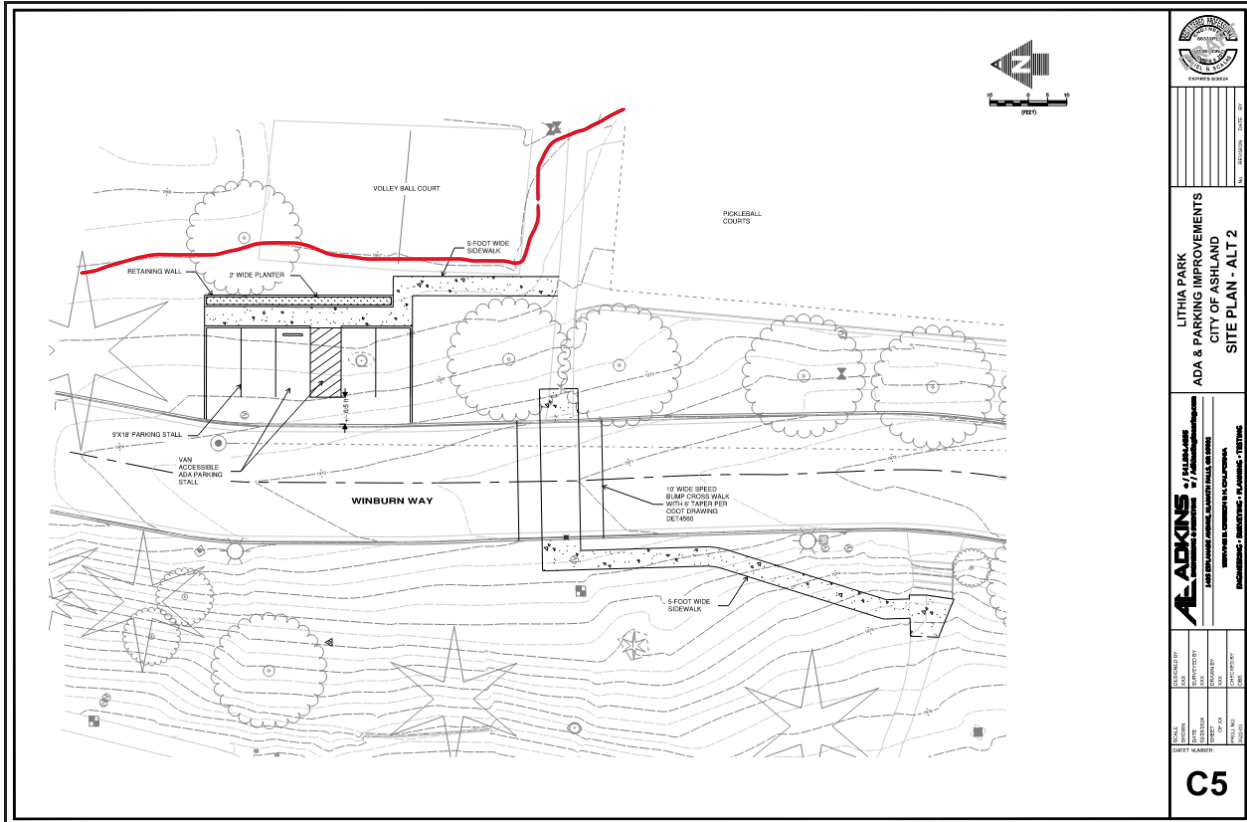
Given the considerations described above, staff recommend that one of the ADA parking proposals shown below be designed and built across from the Japanese Garden. The design includes a sidewalk installation on the east side of Winburn Way, avoids the floodplain, and does not require intensive sediment movement and retaining walls on the sloped lawn south of the garden. Perpendicular parking is preferred to angled, due to the likelihood of people looking for parking upon entering the park (i.e. heading southbound).

Finally, staff recommends one of the proposed parking spots be a time-limited dedicated “loading zone” for dropping off vehicle passengers with limited mobility or temporary use by maintenance vehicles.

Alternative A: Maximize the amount of ADA Parking (red line indicates 100-year floodplain)



Alternative B: Minimum ADA Parking (red line indicates 100-year floodplain)



LITHIA PARK ADA & PARKING IMPROVEMENTS CITY OF ASHLAND SITE PLAN - ALT 2	
PREPARED BY: DATE:	DRAWN BY: DATE:
CHECKED BY: DATE:	PROJECT NO.: SHEET NO.:
SHEET NUMBER: C5	

Possible Motion

I move to approve APRC staff to procure engineering documents, identify a funding source, and build an ADA parking area with (minimum/maximum) spaces, raised crosswalk, and ramp access to the Ashland Japanese Garden.

Attachments

Final Draft Lithia Park Master Plan (See p. 92 in the plan)

https://www.ashland.or.us/SIB/files/APRC/2020/LithiaMP_spreads_webview.pdf

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

STAFF MEMORANDUM

TO: Ashland Parks and Recreation Commissioners

FROM: Natalie Mettler, Senior Services Superintendent

DATE: May 1, 2024

SUBJECT: Miscellaneous Fees and Charges (Action)

Situation

All APRC fees for programs and services are itemized in the City's Miscellaneous Fees and Charges document. This item is on the City Council agenda for action at the May 21, 2024, Business Meeting. Staff have prepared updates to some fees and charges to the Parks Commission for action and approval. Those fees include:

- Butler Bandshell Rental
- Ashland Japanese Garden Private Event Rental (new fee)
- Special Event Application Fee
- Street Closure Fee
- Park Booth Fee
- Alcohol Fee
- Swim Lessons
- Senior Services Class Fees
- Senior Services Photocopies and Printing Pages Fees
- Community Garden Refundable Deposit Fee
- Daily Golf Fees (new fees)

Background

Staff are using the draft Financial Sustainability Strategy (attached) to recommend fee changes and increases. The Financial Sustainability Strategy is a performance measure that allows staff to analyze the true costs (expenses), revenue, and participation of all the programs and services offered by APRC. The benefit of the Financial Sustainability Strategy is that it allows APRC to make fiscally informed decisions that prioritize service delivery and equitable access.

Staff are committed to the Financial Sustainability Strategy and yet also know that it is a long-term and

complex process. The other criteria that go into the final recommendation for fee changes are:

- Inflation and fee increase history
- Program revenue (participation) and program expenses (costs)
- Fee comparisons of similar programs in the region

Assessment

Inflation and fee increase history

- The Consumer Price Index for the West Region (CPI-W) has had a cumulative increase of 24.7% since 2019. **See table to the right*
- The last time swim lesson fees were increased for the Daniel Meyer Pool was in January 2015.
- Expenses are increasing every year and user fees have not increased annually.

*CPI-W
March 2019: 2.4%
March 2020: 2.5%
March 2021: 2.4%
March 2022: 8.7%
March 2023: 5.1%
March 2024: 3.6%

Program revenue (participation) and program expenses (costs)

- The revenue is the total amount charged to the customer for an activity.
- Program expenses include both direct and indirect costs. A direct cost is something that can be tracked directly back to the program. An indirect cost is a share or overhead apportioned to the service. It is incurred whether or not the service is provided (e.g. building maintenance costs).
- If a program is not meeting the participation and expense targets, staff looks at other factors, such as: a more tailored marketing approach, an increase in the fees to meet the cost recovery, or a potential divestment from the program.
- Per the Financial Sustainability Strategy, appropriate levels of subsidy are determined by the amount of public benefit per service category.

Fee comparisons of similar programs in the region

- Comparing fees with other agencies around the region who charge for similar programs and services is another criterion used. Looking at other agencies such as Medford and Grants Pass Parks and Recreation gives an idea of what customers in our region are paying for similar services.

With the above criteria considered, as well as previous information presentation on the Financial Sustainability Strategy (May 3, 2023, Study Session), staff are ready to move forward with a recommendation.

Recommendation

Staff are recommending the fee increases attached to this memo.

Possible Motion

I move to recommend the fee increases presented to the City Council for inclusion in the Miscellaneous Fees and Charges book.

Attachments

[APRC Misc. Fees and Charges 2024](#)

[Financial Sustainability Strategy](#)

APRC Misc. Fees and Charges (2024)

Current Fee	Notes	Staff Recommended Fee
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Group Picnic Rentals

Cotton Memorial Area (4 hours)	\$125		
Madrone Area (4 hours)	\$75		
Root Memorial (4 hours)	\$75		
Hillside Picnic Area (4 hours)	\$75		
Sycamore Grove (4 hours)	\$75		
North Mountian Park Pavillion (4 hours)	\$75		
Lawn below Upper Duck Pond (4 hours)	\$75		
Butler Bandshell (8 hours)	\$220	(under 200 people/over 200 people)	\$250/\$500
Garden Way Pavillion (4 hours)	\$75		
Private Use/Rental Tennis/Pickleball Courts (1 hour)	\$20		

Ashland Japanese Garden

Private Event Rental (3 hours)	NEW FEE	Off Season, Mon-Thur	\$750
	NEW FEE	Off Season, Fri-Sun	\$1,000
	NEW FEE	Busy Season, Mon-Thur	\$1,250
	NEW FEE	Busy Season, Fri-Sun	\$1,500

Deposits

Picnic Areas	\$75		
Butler Bandshell	\$150		
Buildings Security	\$150		
Japanese Garden	NEW FEE		\$150

Special Event Fees

Special Event Application Fee	\$75		\$100
Street Closure Fee	\$75		\$150
Park Booth Fee (per booth, max 25)	\$25		\$30

Alcohol Fee (non refundable)

	\$150	Non Profie/For Profit rates	\$500/\$1000
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General Building Reservations

The Grove Full Facility	\$42	per hour on weekdays	
	\$50	per hour on weekends	
The Grove Otte/Petterson	\$23	per hour on weekdays	
	\$35	per houron weekends	
Ashland Senior Center Single Room	\$20	at least 6 days/year	
	\$23	per hour on weekdays	
Ashland Senior Center Full Facility (Excluding Kitchen and Office)	\$35	per hour on weekends	
	\$50	per hour, weekends only	
	\$35	per hour if reserved at least 6 days a year	
Long Term Renters Fee & Non-Profits	\$20	at least 6 days/year	
Pioneer Hall	\$23	per hour on weekdays	
	\$35	per hour on weekends	
Miscellaneous Equipment Fee	\$100		
Electricity Use Fee	\$25	per 4 hours (jump houses & batting cages)	

Field Usage

Tournaments	\$37	per day each team	
Ball field lights	\$34	per hour	
1 Day per week/season	\$100		
2 Days per week/season	\$150		
3-4 Days per week/season	\$200		
5-7 Days per week/season	\$250		

APRC Misc. Fees and Charges (2024)**Calle Seating**

8 month Season

Artisans - 2 weekend days per square foot

Restaurant Seating - 7 days per week

Restaurant Seating - 5 days per week

Current Fee**Notes****Staff****Recommended Fee**

\$6.99

per square foot of rentable space

\$9.50

per square foot of rentable space

\$5.94

per square foot of rentable space

9.5 month Season

Artisans - 2 weekend days per square foot

Restaurant Seating - 7 days per week

Restaurant Seating - 5 days per week

\$6.99

per square foot of rentable space

\$10.36

per square foot of rentable space

\$6.47

per square foot of rentable space

Daniel Meyer Pool

Admission - Youth

Admission - Adult

Lap Swim - Youth

Lap Swim - Adult

Water Aerobics - Youth

Water Aerobics - Adult

Swim lessons (8 class session)

Swim lessons (8 class session) - price based on age and length of lesson

Swim lessons (8 class session) - price based on age and length of lesson

Senior-only lessons

Private lessons

Open Swim/Lap punch card 10 - Youth

Open Swim/Lap punch card 10 - Adult

Open Swim/Lap punch card 20 - Youth

Open Swim/Lap punch card 20 -Adult

Water Aerobics punch card 20

\$3

\$4

\$3

\$4

\$4

\$4

\$40

\$42

\$48

\$3

\$28

\$25

\$35

\$50

\$70

\$70

per 8 class lesson 1 to 4 ratio

per 8 class lesson 1 to 6 ratio

10 Punches

10 Punches

20 Punches

20 Punches

20 punches

DELETE**\$48****\$55****Youth Recreation Programs**

60/40 up to 80/20 split w/ instructor and APRC

Adult Recreation Programs

60/40 up to 80/20 split w/ instructor and APRC

Senior Recreation Programs & Services**60/40 up to 80/20 split w/ instructor and APRC (fee range \$2-\$10 per class)****Replace individual fees with split**

Broadway Dance/Dancing the Oldies (6 class session)

Gentle Yoga for - per class

Line Dance - per class

Tai Chi, Intro, Beginning or Intermediate - per class

Walking Group (8 class session)

Young at Art (per class)

Art Class Series for Seniors (per class)

TouchPass Lost Card Replacement

Photocopies and printed pages (letter/legal sizes only)

\$50

\$5

\$3

\$3

\$16

\$5

\$10

\$2

\$0.10

per card

Implement City-Wide copy fees

DELETE**DELETE****DELETE****DELETE****DELETE****DELETE****DELETE****DELETE****\$0.20****Community Garden Fees**

10x10

10x12

10x20

20x20

4x12

Refundable Deposit

3x6 Garden Box at Senior Center

\$45

\$54

\$80

\$100

\$22-\$29

\$20

\$10

depending on location

no deposit

\$50**Nature Center School Programs**

K-2/Half Day

3-5/ Full Day

\$150

\$225

APRC Misc. Fees and Charges (2024)**Ashland Rotary Centennial Ice Rink**

Youth Admission	\$4
Adult Admission	\$5
Skate Rental	\$3
Adult Hockey Admission	\$9
Youth Hockey Admission	\$5
Ice Skating Private Lesson (30 minutes)	\$28
Helmets	\$15
Group Rental (per person)	\$6

Ashland Rotary Centennial Ice Rink Discounts

Adult Admission for Special Event	\$4
Youth Admission for Special Event	\$2
Cheap Skate-Rental	\$1
Student night Admission (includes skate rental)	\$6
Purchase of a Rec. Skate Gift Card	\$6

Ashland Rotary Centennial Ice Rink School Groups and Punch Cards

Youth Punch Card-All programs (5-13)	\$35
Adult Punch Card-All programs (14+)	\$45
School Groups (per group of 30)	\$100

Ashland Rotary Centennial Ice Rink & Daniel Meyer Pool Discounts

50% off of total fee for free and reduced lunch students/punchcards

Oak Knoll Golf Course Annual Passes

Adult - Single	\$1,099	\$110 per month requires 12 month commitment
Senior Veteran (55+) - Single	\$999	\$100 per month requires 12 month commitment
Couple/Domestic Partner - Couple	\$1,299	\$125 per month requires 12 month commitment
Family +2 - Couple Plus Two (18 and under) in Household Annual	\$1,499	\$140 per month requires 12 month commitment
Junior - Single (17 and under)	\$199	
Snowbird (for 6 months) - Single	\$750	
*Student SOU Winter Term - Single	\$215	
*Student SOU Fall Term - Single	\$215	
*Student SOU Spring Term - Single	\$300	
*Student SOU Summer Term - Single	\$380	

Oak Knoll Golf Course Daily Adult Fees (ages 18+)

9 holes walk	\$18	
9 holes w/ cart	\$28	
18 holes walk	\$26	
18 holes w/ cart	\$39	
Senior & Veteran 9 holes walk	NEW FEE	\$16
Senior & Veteran 9 holes w/ cart	NEW FEE	\$24
Senior & Veteran 18 holes walk	NEW FEE	\$22
Senior & Veteran 18 holes walk w/cart	NEW FEE	\$35

Oak Knoll Golf Course Cart Fees (per person)

9 holes year-round	\$10
18 holes year-round	\$13

Oak Knoll Golf Course Daily Junior Fees (ages 8 to 17)

9 holes year-round	\$5	\$7
18 holes year-round	\$10	\$12
Twilight cart	NEW FEE	\$8

Oak Knoll Golf Course Driving Range

One token (35 balls)	\$3
Twilight 9 holes walk	\$14

Current Fee	Notes	Staff Recommended Fee
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APRC Misc. Fees and Charges (2024)

Twilight 9 holes ride
Twilight 18 holes walk
Twilight 18 holes ride

Current Fee

\$22
\$22
\$35

Notes

Staff
Recommended Fee

Oak Knoll Golf Course Wedding Fees

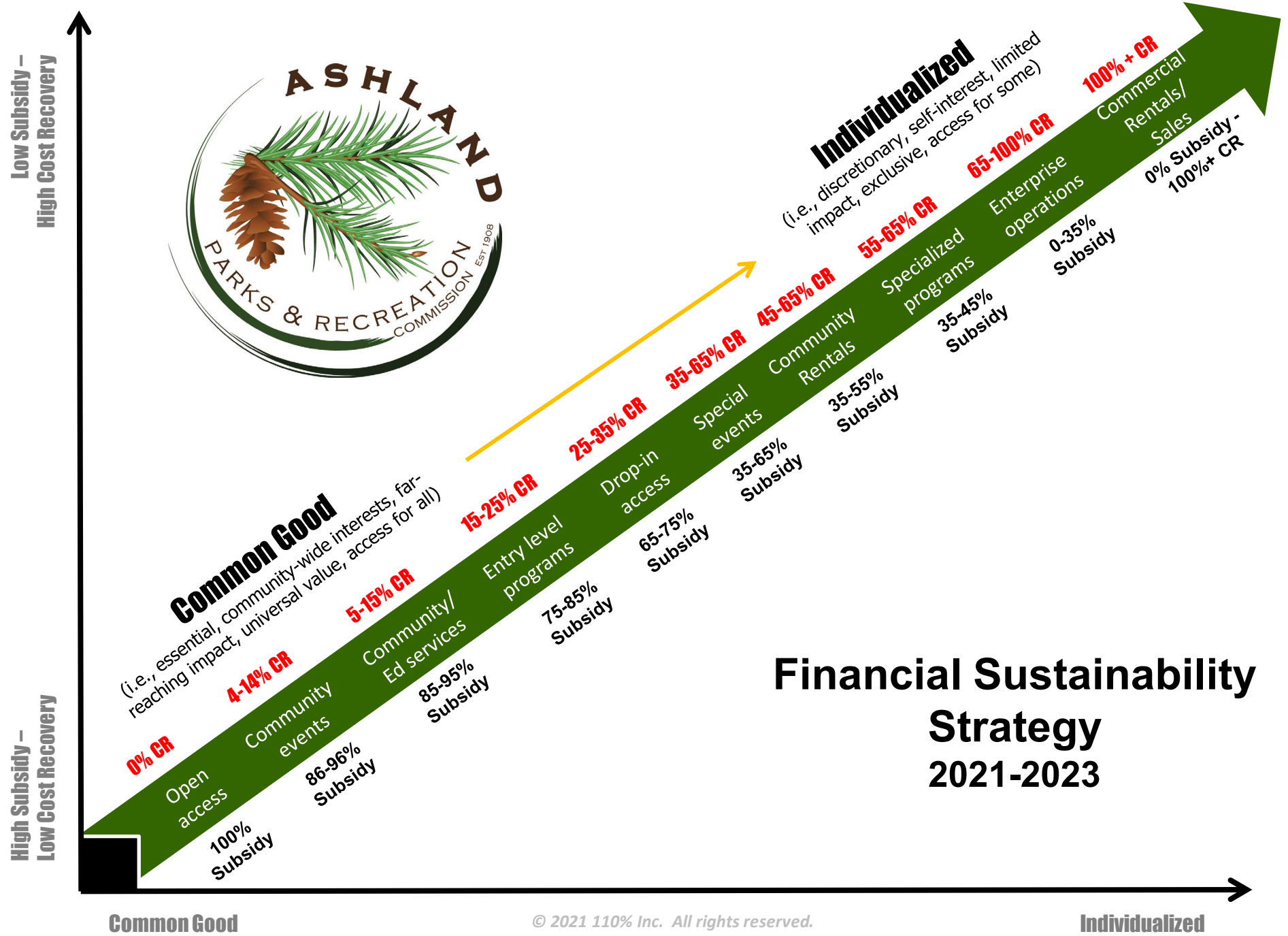
November-February
November-February
March-October
March-October

\$750
\$400
\$1,500
\$800

full day
half day
full day
half day



The Cost Recovery Continuum



Financial Sustainability Strategy 2021-2023

Common Good

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Individualized

		Information	Action	Lead Staff / Commissioner or Entity Responsible
5/1	Parks Commission Special Meeting Council Chambers 6:00 PM			
	Ice Rink Facility Review (Information)	X		Recreation Manager Flora
	Lithia Park: Winburn Way-ADA Parking (Action)		X	Interim Director Eldridge
	Miscellaneous Fees and Charges (Action)		X	Senior Services Superintendent Mettler
6/5	Parks Commission Study Session (Zoom) 6:00 PM			
	End of FY Progress on Commissioner Biennium Goals (Information)	X		Interim Director Eldridge
	Lithia Park Master Plan Review (Information)	X		Commissioner Landt
6/12	Parks Commission Business Meeting Council Chambers 6:00 PM			
	Final Review and Approval of Lithia Park Master Plan (Action)		X	Commissioner Landt
	City Website Update (Information)	X		Deputy Director Dials
	3rd Quarter Financial Update (Information)	X		Interim Director Eldridge
7/3	Parks Commission Study Session (Zoom) 6:00 PM			
	Update on Pickleball Use Survey	X		Deputy Director Dials
	APRC Advisory and Management Advisory Committees			
4/5/2024	Golf Course MAC - April 5, 2024 (Zoom 11:00 AM - 12:00 PM)			Deputy Director Dials
5/13/2024	Ashland Senior Advisory Committee - May 13, 2024 (Zoom 3:30 PM - 5:00 PM)			Senior Services Superintendent Mettler
5/16/2024	Recreation Division Advisory Committee - May 16 (In Person @ Lithia Cabin 4:00 PM - 5:30 PM)			Deputy Director Dials
	Trails Advisory Committee - TBD (Lithia Cabin TBD)			Interim Director Eldridge
	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			
5/21/2024	Miscellaneous Fees			Finance Director Berry
5/21/2024	3rd Quarter Financial Update			Finance Director Berry
TBD	East Main Park Annexation Application			Interim Director Eldridge
	Ongoing APCR 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
May	Ice Rink Strategy			Recreation Manager Flora
May	Lithia ADA Parking			Parks Superintendent Caldwell
	Bandshell Improvements (GOAL #9 Support opportunities for events)			
	OPRD Grant Applications (GOAL #3 East Main Park)			Interim Director Eldridge
	System Development Charges			
	Summer Events (GOAL #9 Support opportunities for events)			Deputy Director Dials
April/May	Lithia Bridge Inspections			Parks Superintendent Caldwell
May	Miscellaneous Fees and Charges			Senior Services Superintendent Mettler
April/May	City Wide Facilities Assessment			
	City Website Update			Deputy Director Dials
	RFP for Butler Perozzi Restoration			
Ongoing	Hiring			
	Public Art Approval Process			
June	Bee City Proclamation			
	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