

# MEDFORD PARKS & RECREATION

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## SPECIAL MEETING MINUTES

PARKS AND RECREATION COMMISSION  
June 7, 2016

**SANTO COMMUNITY CENTER**  
701 N Columbus Ave  
5:30 P.M.

Meeting called to order at 5:30 pm

**10. ROLL CALL**

Members present: Marie Cabler, Julian Cordle, Rich Hansen, Preston Jernigan (\*arrived as noted), Jerry MacLeod, Phil Ortega, Dan Ratty, Dr Rizvi (\*arrived as noted). Staff present: Brian Sjothun, Chris Shaull, Pete Young, Jennifer Sparacino. Members absent: Frank Hoepfer, Kristi Jensen. Council Liaison absent: Chris Corcoran. Guests present: James, Bill, Ron Kohl, Russ McBride, Molly Kreuzman.

**20. APPROVAL OF MINUTES**

April 19 minutes were approved as submitted.

**30. ORAL REQUESTS FROM THE AUDIENCE**

None

**40. NEW AND CONTINUED BUSINESS**

40.1 Southern Oregon Veterans Benefits Lease Agreement – Mr. Sjothun reviewed the lease request, highlighting 25 year lease w/ renewal option of adl 25 years, use includes wall, museum, special events, structures, fencing, parking. Lessee is responsible for developing a site master plan that must be reviewed by the Commission prior to any land use application. All maintenance costs once building permits are issued. Rest of agreement is typical land lease agreement verbiage. If approved by Commission, the agreement will go before Council at their first meeting in July. \*Mr. Jernigan arrived. Commissioners discussed the lease.

Motion: Move to recommend to Council a lease agreement with Southern Oregon Veterans Benefits for installation of a Vietnam Memorial Wall and other improvements as outlined in the draft master plan at US Cellular Community Park. Motion made by Mr. Ratty, seconded by Ms. Cabler. Motion passed unanimously.

40.2 Strategic Plan Update – Mr. Sjothun requested approval of the “report card”, or outcomes of the 2012-2016 Strategic Plan.

Motion: Approve Strategic Plan update as submitted. Motion made by Ms. Cabler, seconded by Mr. MacLeod. Motion passed unanimously.



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- 40.3 Coyote Trails Master Plan Revision – Molly Kreuzman presented her idea of putting a dome at the nature center to be used as a classroom. Mr. Sjothun advised this is coming to the Commission because it is a slight change to the master plan.

Motion: Move to approve the minor modification to the master plan for Coyote Trails School of Nature as presented and forward such recommendation to the Medford Planning Department for their consideration. Motion made by Mr. MacLeod, seconded by Mr. Hansen. Motion passed with 7 yes and 1 abstention.

- 40.4 Recreation Division Money Handling Policy – Ms. Sparacino summarized the policy and answered commissioner's questions.

Motion: Move to approve the revisions to the Recreation Division Money Handling Policy as submitted. Motion made by Mr. Hansen, seconded by Ms. Cabler. Motion passed unanimously.

- 40.5 2016 Leisure Services Plan Update – Mr. Sjothun introduced the consultant working on the Leisure Services Plan Update, Steve Duh. Mr. Duh reviewed the draft plan, hitting on the highlights, how they put it together, some of the comments they heard and where we go from here. Mr. Sjothun advised the draft plan will go before council at this Thursday's study session.

## 50. COMMITTEE REPORTS

**50.1 Tree Committee** - None

**50.2 Prescott Park** – Mr. Young gave a construction update on the trails project; Yakima Construction is the contractor and they plan on starting tomorrow. Mr. Sjothun advised the Land and Water Conservation Fund grant application that Angela Durant completed and submitted was 1 of 2 selected in the State to move on to the National level.

**50.3 Arts Commission** – Mr. Shaull advised that the Commission granted funds to LifeArt for the construction of a metal art piece for the City. Mr. Ortega added some information regarding the LifeArt program.

**50.4 Bear Creek Greenway Joint Powers Board** – Mr. Sjothun advised they will be coming to the Commission's August Study Session.

**50.5 Medford Parks & Recreation Foundation** – Mr. Sjothun stated the Parks Uncorked event was successful and thanked those that helped.

**50.6 Mayor's Youth Advisory Commission** – Mr. Cordle referred Commissioners to the minutes include in the agenda packet.

**50.7 Cemetery Commission** - None

## 60. STAFF REPORTS

60.1 Summer Programming – Mr. Shaull presented a preview of the 2016 Summer programming.

## 70. MESSAGES, PAPERS, PROPOSALS AND REMARKS FROM COMMISSION MEMBERS

Mr. Hansen gave an update on the Hope Village project and requested Commission support for the project.

Motion: The Commission supports the recommendation to City Council to move forward with the Root property for the Rogue Retreat Hope Village project. Motion made by Ms. Cabler, seconded by Mr. Ratty. Motion failed with 4 yes and 4 no.

Motion: The Parks & Recreation Commission forwards a recommendation to City Council that there is no objection to the consideration of the Spencer St property for the Hope Village project. Motion made by Mr. Ratty, seconded by Mr. MacLeod. Motion passed unanimously.

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Mr. Cordle asked Mr. Jernigan if he wants to continue on the Commission and he said yes.

Motion: Recommend Preston Jernigan be appointed to one more year on the Parks and Recreation Commission as youth member. Motion made by Mr. Hansen, seconded by Mr. MacLeod. Motion passed unanimously.

Ms. Cabler passed along kudos received from parents regarding the Tot Sampler program and a request from the Sr. Softball league to allow overnight camping at USCCP. Mr. Sjothun advised there is a City ordinance prohibiting camping but the Commission can request a temporary repeal of the ordinance if they'd like. He cautioned them as it may be considered competition with the RV parks.

**80. ADJOURNMENT**

Meeting adjourned at 7:09 pm.

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