

MINUTES FOR THE ASHLAND CONSERVATION COMMISSION
Wednesday, August 23, 2017
Siskiyou Room, 51 Winburn Way

1. Call to Order

Vice-Chair Risa Buck called the meeting to order at 6:00 p.m.

Commissioners Jamie Rosenthal, Mark Weir, Cara Cruickshank, and Roxane Beigel-Coryell were present. Staff member Adam Hanks was present. Commissioners David Sommer, Bryan Sohl, Mari Koopman, James McGinnis, and Council Liaison Traci Darrow were absent.

Group discussed the agenda and agreed to only do a preliminary discussion of goal setting due to the number of commissioners absent.

2. Consent Agenda

Beigel-Coryell/Weir m/s to approve the minutes of July 28, 2017, as presented. Discussion: None. Voice Vote: all ayes. Motion Passes.

3. Announcements

The next commission meeting will be September 27, 2017.

Beigel-Coryell thanked Buck for her recent article in the newspaper regarding the SOU recycling program which got its start in Professor Eric Ditmeyer's Environmental Studies class. Professor Ditmeyer was present at the meeting and stated for the group that his students were very enthusiastic and had worked beyond the scope of their capstone project. He thanked Buck and Beigel-Coryell for their assistance and encouragement.

4. Public Forum

Eric Ditmeyer – stated he is representing SOCAN. They are starting a Master Climate Protector class similar to the Master Gardener program. There was a test-pilot in spring with 15 students. The first class of the next training will start September 10th. He gave details of the sorts of classes to be offered in the series. He gave an overview of how graduates from the program will be able to use the information learned for themselves and the community.

Jeff Sharpe – thanked the commission for their on-going work.

5. Old Business

Sneak Preview Column – Group discussed the article submitted by Cruickshank and recommended adding either full urls instead of hyperlinks or deleting the links entirely. Cruickshank agree with this suggestion.

Weir/Beigel-Coryell m/s to approve the October article submitted by Cruickshank, with corrections to the urls as discussed. Discussion: None. Voice Vote: all ayes. Motion Passes.

Group agreed to the following potential article topics:

- November – Leaf Bag program, by Rosenthal

- December – CEAP ordinances (the big picture on where we are), by McGinnis
- January – conservation successes at the ASD, by Sommer

Water Subcommittee – Buck handed out the flyer for the Laundry to Landscape event. Southern Oregon Landscape Association is sponsoring the event by covering the cost of the instructor.

6. New Business

Review of Imperatrice Property Use Recommendation to Council - Group reviewed the recommendation as presented in the agenda packet.

Weir/Beigel-Coryell m/s to approve the recommendation memo as presented. Discussion:

Weir stated the memo captures what was discussed and the motion made at the last meeting. Beigel-Coryell stated she appreciated that it wasn't a negative or aggressive memo, but was focused on conservation of natural resources on the site.

Cruickshank stated she would have voted no on doing a memo at the last meeting because she believes all the uses being proposed have space on the site. Beigel-Coryell stated the memo doesn't eliminate any of those uses, but affirms the group would like Council to keep in mind the natural conservation on the site and that there are many other good locations for solar in town.

Buck stated she was compelled by the presentation regarding the grasshopper sparrow and the need for conservation of that species.

Beigel-Coryell asked the group if they should make it clear that the focus is on preserving only a specific area on the property? Hanks reminded the group that there are no locations specifically designated for particular uses at this time. Weir stated he wants it to be clear that he is entirely opposed to having solar on any portion of the site. Cruickshank stated there are not black and white (solidly good or solidly bad) uses on the site – just lots of options and grey areas.

Cruickshank moved to amend motion to add a sentence that the group isn't ruling out solar on the site. Motion died for lack of a second.

Voice Vote on original motion: 4 ayes, 1 nay. Motion passes.

Group thanked Hanks for drafting the memo and discussed when was the appropriate time to send to Council. They agreed it should be part of the next update on the 10x20 ordinance.

Conservation Commission Goal Setting – Hanks handed out copies of the goals document submitted by the group members. Group discussed whether they should proceed despite lack of attendance or whether moving forward made more sense. Cruickshank suggested that the group table the discussion at the moment and in the meantime flesh out their own goal suggestions for discussion at the next meeting.

Hanks asked if the group wanted staff's input on any of the suggestions. Buck stated that she would prefer the group work on a prioritization of what's important and then have staff give input. Group generally agreed to this approach.

Weir reminded the group that it would be useful to have the goal setting completed before Council starts their own goal setting/strategic planning process.

7. Wrap Up

Hanks informed the group that the Drive Less Challenge is about to start and he is working on getting city employees more connected to the program as well as get information out to the public. He also gave information on the new Zagster bike-share program.

Buck gave an overview of the commission's recent update to Council. Group thanked Buck for presenting with Koopman.

Hanks gave update on when CEAP related ordinances are scheduled at Council and on the CEAP position hiring process.

Meeting adjourned at 7:32 p.m.

Respectfully submitted,
Diana Shiplet
Executive Assistant

CITY OF ASHLAND

Ashland Housing and Human Services Commission Minutes July 27, 2017

CALL TO ORDER

Chair Boettiger called the meeting to order at 4:30 pm in the Siskiyou Room at the Community Development and Engineering Offices located at 51 Winburn Way, Ashland OR 97520.

Commissioners Present:	Council Liaison
Tom Gunderson	Traci Darrow, absent
Rich Rohde	
Heidi Parker	SOU Liaison
Michelle Linley	
Gina DuQuenne, arrived at 4:40	
Joshua Boettiger	Staff Present:
	Linda Reid, Housing Specialist
Commissioners Absent:	Carolyn Schwendener, Clerk
Sue Crader	

APPROVAL OF MINUTES

Rohde/Linley m/s to approve the minutes of the June 22, 2017 regular Commission meeting. Voice Vote: All Ayes, motion passed.

PUBLIC FORUM

No one was present to speak

EDUCATIONAL EVENT DISCUSSION

A sub-committee of Rohde, DuQuenne and Linley met to discuss the possibility of an Affordable Housing Bus Tour. Reid contacted Rogue Valley Transit District regarding the use of one of their buses. If we invite an elected or appointed official, we can use the bus for free, added Reid. We would be responsible to purchase the gasoline and pay the wage of the bus driver. If we provide them with the address of the tour they will prepare the route. This is a full size bus not a small shuttle so we can invite many people. Community Development Director Bill Molnar suggested we invite the City Council and Planning Commissioners as well as the general public, said Reid.

Reid provided to the Commissioners a list of Affordable Housing Units submitted by ACCESS along with another list she compiled showing the housing units covered by the City of Ashland Affordable Housing Program. See Exhibit A and B at the end of the minutes.

Rohde reported Southern Oregon Housing for All did a Housing 101 Training which was very successful. At that training Rohde announced this upcoming Bus Tour which was well received and very popular. Following the Bus Tour will be another Housing Forum sometime in October. Both these events will be an excellent educational benefit to the public acknowledged Rohde. The Sub-committee is meeting tomorrow at 5:30 at Snowberry Brook located on Clay Street to finalize the details of the Bus Tour.

CHANGING OF THE GUARD ANNOUNCEMENT

Boettiger announced that he will be stepping down and Vice Chair Rohde has agreed to be the new Chair if that is the desire of the Commission. Rohde suggested at the next meeting the Commissioners discuss the decision on who should be the new Chair and Vice Chair in case someone else is interested in those positions. The Commissioners thanked Boettiger for all the work he has done on this Commission. Boettiger conveyed that it has been a privilege and joy to work together and be on this Commission. Everyone wished him well.

STRATEGIC GOAL AND PORTA UPDATE

With the change in Administration Reid explained the next step is to take our updated Porta-Potty memo back to the new City Interim Administrator John Karns. Molnar has forwarded our Memo to him for his review, stated Reid. Karns needs to determine what it is we need to do in order to move this forward to the City Council. The possible locations have been determined what the major issue is “Where will the money come from to pay for it.?” How do we get this from the Commission to Council? we need guidance regarding the best way to move it forward, stressed Reid. Our next step is to wait to hear back from John Karns.

Strategic Plan and Priorities – The Commissioners briefly reviewed the Strategic Goals they identified at their goal setting retreat on December 11, 2016. Reid mentioned she met with Faye Weisler from the Center for Non Profit Legal Services. That group offers a Tenants Rights Training. The Commissioners agreed there is plenty of people who would be interested if we offer a training for tenant’s rights in the Ashland area.

Reid mentioned that the Continuum of Care Grant funding application is currently out. The Jackson County Continuum of Care receives money each year from Housing and Urban Development (HUD) to work towards homeless issues. There is approximately \$250,000 in grant money available. We do not have a Housing First program in our Continuum so there is a push to fund a Housing First project or we could continue to lose funding through that process, explained Reid.

CDBG ACTION PLAN PUBLIC HEARING REVIEW AND DISCUSSION

The CDBG Action Plan describes the projects that the City will undertake and the manner in which the projects are consistent with the priorities of the Five-Year Consolidate Plan.

Reid reported that HUD confirmed the City will be receiving \$153,590 in CDBG money. This Commission awarded three organizations, St. Vincent DePaul, Family Solutions and Maslow Project. In speaking with Family Solutions and taking into consideration their timeline we realized they needed the money as soon as possible in order to get the work done while school was not in session, explained Reid. Consequently, we awarded them the funding out of last year’s grant money. Reid went on to say they did an amendment to the Action Plan for 2016 adding Family Solutions. Due to this change this year’s Action Plan only includes St. Vincent DePaul and Maslow Project.

After reviewing the Action Plan and making minor corrections the following motion was made.
Rhode/Linley m/s to approve the draft CDBG Plan as amended. Voice Vote; All ayes, motion passed.

HOUSING ELEMENT DRAFT POLICY REVIEW AND RECOMMENDATIONS

Reid gave a brief overview of the process of updating the Housing Element. The Commission and the City have been working on updating the Housing Element, most recently the goals and policy section. Two Commissioners from this body and two Commissioners from the Planning Commission got together and created a schedule for a public involvement process including a questionnaire posted on the City’s website and two outreach events. Reid commented that staff concentrated on language clarification in the document because it was the general consensus that it was confusing and not cohesive.

The Commissioners reviewed the Draft and made suggestions and corrections.

The Commission remarked the document is now a much easier read.

Excited about some of the concepts but wondered how they translate into practice; the ideals are great but how do they get carried out.

Goal 1d – The verbiage referring to lands North of the boulevard is troubling. Are we saying up the hill is going to be large and spacious lots and below will be the crowded area? It’s important to look at a variety of ways to increase housing. Not fair to single out one particular area of the City.

Like the concept of the minimum street widths.

*Question regarding extending the urban growth boundary. Reid explained that though the City would like to see Infill, currently there is no policy addressing that. **Goal 5 Policy 20** now addresses this issue: Encourage development of vacant land within the urban area, while providing sufficient new land to avoid an undue increase in land prices. This shall be accomplished with specific annexation policies.*

Reid called attention to a recommendation made by the Planning Commission. **Goal 1 Policy 5** – recommended stopping after “without discrimination” and add “**as identified in the local federal and state fair housing laws.**”

Goal 1 Policy 7 had a miss-spelled word. Thorough (through)

Reid mentioned that the Planning Commission also had concerns with **Goal 2 Policy 12**. They were concerned in higher density neighborhoods they might need more available parking spots in order to minimize on street impacts. This might be addressed in Goal 4 with the Climate and Energy Action Plan. Should be some sort of flexibility regarding the future use of cars and the need for parking. Using parking areas for more than just parking was suggested.

Reid also acknowledged that the Planning Commission discussed **Goal 2 Policy 13** – There was a concern that we do not have a method for determining what other needed housing types are. A new housing bill has been passed at the state level, House Bill 1051, removing local barriers to housing development. One thing the bill does is reduce the process time from 120-day time frame to 100 days for affordable housing so those projects can be prioritized and get through the process faster, helping reducing costs. Planning Commission felt the City’s draft policy was too broad and may not be necessary given the new state law, and wondered how staff would decide who gets that priority? A suggestion was made to include the language to say “as defined by the Housing Commission?”

The commission would like to see Workforce Housing added as another housing need. An example is the City of Ashland could do Workforce Housing for their employees. Would need to define what is considered Workforce Housing.

The draft language uses the description “character of Ashland” This commission thought this term might be somewhat negative and discriminatory though the planning Commission felt we did not use those words enough and we need to protect the character of our historic neighborhoods.

Overall the Commission felt staff has done a very good job of improving the language. Though we see many barriers out there for affordable housing, said Rohde, there is a lot of positive as well. Rohde went on to say we had a training around best practices and then moved to visioning. We can continue that and build support around an Ashland centric affordable housing vision. There is a Housing forum in Talent next week which confirms we are not the only ones in this process. We can share with other groups of people.

LIAISON REPORTS DISCUSSION

Staff –Reid has spoken with Student Government at SOU and they will notify their members of the opening for an SOU Liaison for this Commission.

General Announcements – Parker reported they have not heard anything from the City yet regarding the use of Pioneer Hall for the Winter Shelter. The meeting has been postponed and we are close to the season.

JULY 27, 2017 MEETING AGENDA ITEMS

Quorum Check- Parker, Boettiger, Gunderson will be gone. There might not be quorum so Reid will email and get a head count and if necessary cancel next month’s meeting. She assured everyone she will let them know.

UPCOMING EVENTS AND MEETINGS

Next Housing and Human Services Regular Commission Meeting – 4:30-7:00 PM; July 24, 2017, in the Siskiyou Room at the Community Development & Engineering Department located at 51 Winburn Way.

ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Respectfully submitted by Carolyn Schwendener

ASHLAND HISTORIC COMMISSION
Meeting Minutes

September 6, 2017

Community Development/Engineering Services Building – 51 Winburn Way – Siskiyou Room

CALL TO ORDER:

Commission Chair, Shostrom called the meeting to order at 6:03pm in the Siskiyou Room at the Community Development and Engineering Offices located at 51 Winburn Way, Ashland OR 97520.

Commissioners Present:	Council Liaison:
Skibby	Rich Rosenthal
Emery	Staff Present:
Leonard	Maria Harris; Planning Dept.
Swink	Regan Trapp; Secretary
Von Chamier	Nathan Emerson; Planning Dept.
Whitford	
Shostrom	
Giordano	
Commissioners Absent:	

APPROVAL OF MINUTES:

Leonard motioned to approve minutes from August 2, 2017. Swink seconded. Voice vote; All AYES. Motion passed.

PUBLIC FORUM:

Melissa Mitchell-Hooge of the Ashland, Save our Schools and Playground Group and Jim Young of Lithia Arts Guild addressed the Commission regarding saving Briscoe School. Ms. Mitchell-Hooge submitted an informational packet to the Commission for their review. **(see attached, exhibit A)** Ms. Mitchell-Hooge emphasized, that in order to utilize the building they will need to increase the parking. She went on to say that this building has lots of historic value and there are many different things this building could be utilized for within the City. Ms. Mitchell-Hooge commented that Briscoe School is big enough to accommodate City Hall and other departments under one roof. The Commission was very responsive and supportive of the idea of the City saving this building.

COUNCIL LIAISON REPORT:

Rosenthal gave the Council Liaison report. Items discussed were:

- Consent agenda- New PW director, Paula Brown will be taking over for Mike Faught.
- Public art was approved for the Theater Corridor Project. Installation will be in the Spring of 2018.
- Approval of 1st reading of greenhouse gas targets.
- Senior Center citizen input in regards to the changes being enforced by Parks and Recreation Commission.

Shostrom read aloud the procedure for public hearings.

PLANNING ACTION REVIEW:

PLANNING ACTION: PA- 2017-01294

SUBJECT PROPERTY: 128 Central Avenue

APPLICANT: Rogue Planning & Development Services

OWNERS: Robert Baldwin

DESCRIPTION: A request for Site Design Review for an eight-unit multi-family development for the property located at 128 Central Avenue. The existing house contains two units, and the proposal would add six 475-square foot units at the rear of the property in two triplex structures accessed from the alley. The application also includes requests for a Conditional Use Permit to exceed the Maximum Permitted Floor Area in the Skidmore Academy Historic District by nine percent (395 square feet) and for a Tree Removal Permit to remove seven trees six-inches in diameter-at-breast-height or greater. **COMPREHENSIVE PLAN DESIGNATION:** High Density Multi-Family Residential; **ZONING:** R-3; **ASSESSOR'S MAP:** 39 1E 04CC; **TAX LOT:** 4500.

Von Chamier stated that her firm has been assigned the project but she will have no issue in making an unbiased decision. Harris stated that she felt that this would be a conflict of interest and to be on the safer side, Von Chamier should dismiss herself from this presentation.

Von Chamier recused herself from planning action review for PA-2017-01294.

Harris gave the staff report for PA-2017-01294.

Harris spoke about the letters from the neighbors that were submitted before the meeting and asked the Commissioners to review them prior to making a decision.

Shostrom opened the public hearing to the applicants.

Amy Gunter, applicant's representative, Rogue Planning and Development, 1424 S. Ivy St, Medford, addressed the Commission regarding this project. Ms. Gunter stated that there are no storm drain facilities in the neighborhood and the on-site retention would most likely be in the parking area. She went on to say that the alley is required by code to be paved.

Ron Davies, owner of 157, 159, & 171 Helman Street addressed the Commission regarding this project. Mr. Davies has concerns about the paving of the alley which is required by code. He is concerned about potential overflow onto his property and wants to know what kind of sidewalk and gutters will be added. Mr. Davies stressed the importance of keeping the lot coverage normal

Ms. Gunter addressed the Commission regarding Mr. Davies concerns.

Shostrom closed the public hearing and opened to the Commission for comments.

Giordano motioned to approve PA-2017-01294 with recommendations. Swink seconded. Voice vote; All AYES. Motion passed.

Recommendations of Historic Commission for PA-2017-01294:

- The Historic Commission believes the scale and massing is similar to buildings along the alley. However, the Commission believes a portion of the development could be two story and designed to meet the Historic District Design Standards in order to preserve trees.
- Use smooth siding, not textured hardy plank.
- Add 3 to 4-inch framing between single hung windows.

- Do not use white windows.
- Increase size of porch posts to larger than 4 x 4 – wrap 4 x 4 or use 6 x 6.
- Use decorative or flat balustrade on porch railing of new units, do not use proposed 2 x 2.

PLANNING ACTION: PA- 2017-01310

SUBJECT PROPERTY: 981 Siskiyou Blvd.

OWNERS: MH Smith Inc.

APPLICANT: MNM Fund LLC

DESCRIPTION: A request for Site Design Review, Conditional Use Permit and Tree Removal Permit approval for a three-unit multi-family residential development for the property located at 981 Siskiyou Blvd. The proposal includes retaining the existing residence and constructing two units at the rear of the property. The Conditional Use Permit request is to exceed the maximum permitted floor area for the historic district by 164 square feet. The Tree Removal Permit request is to remove three trees to the west of the existing home including an Italian cypress, maple and an ash tree. **COMPREHENSIVE PLAN DESIGNATION:** Commercial; **ZONING:** C-1; **ASSESSOR'S MAP:** 39 1E 09DA; **TAX LOT:** 8100.

There was no ex-parte contact or conflict of interest indicated by the Commission.

Harris gave the staff report for PA-2017-01310.

Shostrom opened the public hearing to the applicants.

Amy Gunter, applicant's representative, Rogue Planning and Development, 1424 S. Ivy St, Medford, and Melanie Smith, applicant of MNM Fund and General Contractor, Ashland, addressed the Commission regarding this project.

Dominic Smith, neighbor residing at 965 Siskiyou Blvd, Ashland, addressed the Commission regarding the project. Mr. Smith stated that his property line is 2 feet into the property at 981 Siskiyou and halfway into the tree that is slated for removal. He wants to know if anyone had done any measuring on the lot in order to start this project. Mr. Smith does not want the tree removed as it would have him looking right through the windows of the property being built and is looking into paying a surveyor to see where the property lines actually lie.

Melanie Smith, MNM Funds, addressed the Commission regarding Mr. Smith's concerns. Ms. Smith stated that her measurements are based on fence lines and where the neighboring property lines lie.

Shostrom closed the public hearing and opened to the Commission for comments.

Shostrom motioned to deny PA-2017-01310. Leonard seconded. Voice vote; All AYES. Motion passed.

Recommendations of Historic Commission for PA-2017-01310:

- The Historic Commission determined the proposal does not meet the Historic District Design standards and therefore does not meet the approval criteria for a Conditional Use Permit to exceed the allowed maximum permitted floor area (MPFA). The Commission does not recommend approving the application.
 - **Height, Scale, Massing, Form** (AMC 18.4.2.050.B 2, 3, 4, 9)
The Historic Commission's concern is that the proposed structure is out of scale with historic buildings in the vicinity. Specifically, the proposed design is box-like and has very little architectural detail such as variations in massing. Additional items that were identified by the commission follow.
 - The front entrances should be well-defined and would typically have a landscape buffer between the entrance and driveway (Entrances AMC 18.4.2.050.B.10).
 - The slider windows are not historically compatible (AMC 18.4.2.050.C.2.g).

- Needs historically compatible architectural details such as water table, belly band and double hung windows.
- Square footage used in MPFA calculations is inconsistent with unit sizes outlined in application and may not be accurate.

PLANNING ACTION: PA-2017-01417

SUBJECT PROPERTY: 228 B St

OWNER: Hani Hajje

APPLICANT: Kerry KenCairn

DESCRIPTION: A request for Site Design Review, Conditional Use Permit approval, and Tree Removal Permit for the property located at 228 B Street. The proposal involves the development of a two-story, 1008-square foot detached addition to accommodate two additional Traveler Accommodation units. A Tree Removal Permit is also requested to remove five Leyland Cypress trees, one 7" in diameter pine tree, and one 9" in diameter flowering plum tree. The requested approval would allow operation of a seven unit traveler accommodation including six guest units and one owners unit. **COMPREHENSIVE PLAN DESIGNATION:** Multifamily Residential; **ZONING:** R2; **ASSESSOR'S MAP:** 39 1E 16AD; **TAX LOT #:**6200

Von Chamier recused herself since she works with Kerry KenCairn who is the applicant on this project. Emery stated he has worked with the applicant on several instances but will not affect his decision on this project.

Harris gave the staff report for PA-2017-01417.

Shostrom opened the public hearing to the applicants.

Kerry Kencairn, applicant, 147 Central Ave, Ashland, OR, addressed the Commission regarding this project. Ms. Kencairn gave the background on the project and stated that they have tried their best to bring it into compliance with the Historic District Design Standards. Ms. Kencairn expressed that the Historic Commission review board did not like the original placement of the stairs so the applicant moved them to accommodate bike parking and the water heater.

Shostrom closed the public hearing and opened to the Commission for comments.

Shostrom motioned to approve PA-2017-01417 with recommendations. Swink seconded. Voice vote; All AYES. Motion passed.

Recommendations of Historic Commission for PA-2017-01417:

- Porch on south elevation – add beam across the top and wrap post or use 6 x 6 posts.
- Add belly band at second level to match carriage house.
- Add water table band or skirt at bottom.
- Match balustrades and hand rails of main house for staircase.
- Consider tucking stairs tight to building or covering.

PLANNING ACTION: PA-2017-01649

SUBJECT PROPERTY: 84 Dewey St

APPLICANT: Taylored Elements Construction

OWNER: Kathy Hill

DESCRIPTION: A request for a Site Design Review to allow for the conversion and addition to an existing guest house to be a 263 sq.ft. accessory resident unit (ARU) on the subject property.

COMPREHENSIVE PLAN DESIGNATION: Multi-Family Residential; **ZONING:** R-2; **ASSESSOR'S MAP:** 39 1E 09AC; **TAX LOT:** 11300.

There was no ex-parte contact or conflict of interest indicated by the Commission.

Harris gave the staff report for PA-2017-01649.

Shostrom opened the public hearing to the applicants.

Kathy Hill, 84 Dewey Street, Ashland, addressed the Commission regarding this project and expressed that she would be happy to answer any questions they had.

Shostrom closed the public hearing and opened to the Commission for comments.

Whitford motioned to approve PA-2017-01649 with recommendations. Leonard seconded. Voice vote; All AYES. Motion passed.

Recommendations of Historic Commission for PA-2017-01649:

- Match corner boards and frieze boards on front (street) elevation of house.
- Match siding on house.
- Consider steeper roof pitch on new structure.

NEW ITEMS:

- Review board schedule.
- Project assignments for planning actions

DISCUSSION ITEMS:

Harris conveyed that only City staff are allowed on an applicant's private property and when Commissioners are doing their site visits they need to be sure to stay in the public right of way.

COMMISSION ITEMS NOT ON AGENDA:

There were no items to discuss.

OLD BUSINESS:

There were no items to discuss.

Review Board Schedule

September 7 th	Terry, Keith, Piper
September 14 th	Terry, Tom, Bill
September 21 st	Terry, Bill, Piper
September 28 th	Terry, Bill, Dale
October 5 th	Terry, Keith, Sam

Project Assignments for Planning Actions

PA-2014-00710	143 Nutley	Swink & Whitford
PA-2014-02206	485 A Street	Whitford
PA-2015-00878	35 S. Pioneer	Leonard
PA-2015-01695	399 Beach	Skibby
PA-2016-00847	252 B Street	Whitford
PA-2016-01027	276 B Street	Shostrom & Leonard
PA-2016-02103	133 Alida	Swink
PA-2016-02095	563 Rock St.	Whitford
PA-2016-02114	556 B	Von Chamier
PA-2017-00013	15, 35, 44 & 51 S. Pioneer Street	ALL
PA-2017-00235	114 Granite	Leonard
PA-2017-00325	746 C Street	Von Chamier
PA-2017-00200	165 Water	ALL
PA-2017-00707	550 E. Main	Skibby
PA-2017-00838	250 Alta Ave	Emery

PA- 2017-01054	220 Hargadine	Shostrom & Whitford
PA-2017-00969	244 Hargadine	Shostrom & Whitford
PA-2017-01279	692 B Street	Leonard
PA-2017-01294	128 Central	Emery & Swink
PA-2017-01417	228 B Street	Whitford
PA-2017-01310	981 Siskiyou Blvd	Shostrom
PA-2017-01649	84 Dewey Street	Von Chamier

ANNOUNCEMENTS & INFORMATIONAL ITEMS:

Next meeting is scheduled October 4, 2017 at 6:00 pm

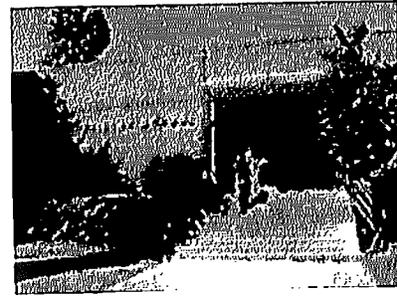
There being no other items to discuss, the meeting adjourned at 9:28pm

Respectfully submitted by Regan Trapp

Ashland School District

Facility & Capacity Assessment Report

Briscoe Elementary School (Closed Facility)
 Address: 265 N Main Street
 Area: 33,980 square feet
 Buildings: Original Building 1948
 Music Addition 1997
 Enrollment 2004: 0 students



FINDINGS

Architectural - Findings

Briscoe Elementary School is currently a closed school that is being leased to two different businesses. A portion of the school is housing the Migrant Headstart. The other portion is housing a community of local artist studios. Overall the school is in moderate condition. There is no off street parking and very limited playground areas. The classroom capacity of the facility can support 275 students. The multipurpose room can support 235 for eating and over 500 in an assembly. The adjacent kitchen is extremely inadequate and the stage is not used for performances. The library and offices are inadequate with current capacity. The whole facility lacks conference and meeting spaces for staff, parents and students.

Mechanical and Plumbing Systems - Findings

HEATING

The building still has the original steam boiler. The piping ranges from new replacement to old original black iron, so ranges from good to bad condition. All piping is asbestos insulated. The school does have two steam boilers but one has been out of commission for years. The second boiler was decommissioned because it needed burner work. To get it operating and recertified would cost more than the boiler is worth. With only one operable boiler, a failure could result in freezing pipes and building closure.

The heating controls are the original pneumatic equipment. The pneumatic controls are outdated but we have been able to keep the components functioning, however finding parts is getting more and more difficult.

The rooms are heated by wall units in most of the building and there is an air handler with coils in the gymnasium. All are outdated and parts are no longer available. The original building has no cooling other than a few window mounted units the renters (OCDC) have installed. Also note the renters (OCDC) have split some classrooms so had to add wall mounted heat pumps to cover heating as the original heating system was not able to function with the rooms split. The Music Building addition has roof top Trane gas fired heaters with AC (package units).

Pumps and circulation for water heating system are old but are in fair condition. Steam traps need annual attention and return pumps have been replaced so are in good condition.

Water heating systems range from old to new and all are in good condition. All the piping is original equipment, galvanized pipe and in poor condition.

Plans for the Heating/Cooling System

1. The boilers are outdated and approaching failure. We recommend replacing them with condensing boilers. This would also include asbestos removal and all boiler room piping removal. Estimated cost: \$500,000
2. All the room heaters are steam equipment, outdated and parts no longer available. Everything needs replaced with something compatible with hot water systems. The piping is asbestos wrapped so would have to be removed/abated at the same time. This project would also include a lot of room surfacing removal and replacement. Estimated cost: \$500,000
3. The Music Building heaters already need to be replaced. There are three units. Estimated cost: \$35,000
4. Add DDC controls for the HVAC system. Estimated cost: \$250,000

Plumbing Systems and Fixtures

The water supply for domestic hot and cold water is the original galvanized pipe. Many of the pipes have failed, especially on the hot water side. We have replaced many of them but major pipe failure may only be a day away. All the hot and cold water piping is asbestos insulated. Because of the condition of the galvanized pipe the water is terrible in taste, color and odor. Filters have been installed on many devices.

The plumbing fixtures, sinks, toilets, faucets, and bathroom partitions are for the most part original equipment. We have changed out some fixtures as they have failed.

Plans for Plumbing Systems and Fixtures

1. All the galvanized pipe needs replaced, both hot and cold water sides. Through the years non-compatible pipe and fittings have been added, causing electrolysis, which creates more failures in the system. All the pipe is asbestos insulated which adds cost to any repairs or replacement. Replacement would include asbestos removal, wall surfacing removal/replacement, painting and probable concrete work. Estimated cost: \$350,000
2. All the toilets, faucets and sinks are past their expected life span and need to be replaced with efficient units. Estimated cost: \$250,000
3. Replace the bathrooms partitions. Estimated cost: \$35,000

ELECTRICAL SYSTEMS - FINDINGS

The school is original equipment main and sub panels, old and outdated. Many panels are at full capacity. We find on these old panels they don't "break" the power source when there is a problem. Much of the old system is the old style fuses which are getting harder to find for failure replacements. The outlets and switches range from old to new and need replaced as well.

Plans for the Electrical Systems

1. Change out all the original main and sub panels to Square D, QO main and sub panel. Estimated cost: \$350,000

ROOFING - SYSTEM

The roofing was in good condition until our roofing consultant recommended coating them to expand the life span. The roof coating has failed for the most part and has damaged the roofs. The Music Building is single ply rubber and needs to be replaced in the next few years.

Plans for the Roofing System

1. Replace all the roofs with plied up asphalt with new, more efficient insulation. Estimated cost: \$750,000

WINDOWS

All the windows are wood sash and past their life span. All are rotten and in poor condition.

Plans for Windows

1. They need to be replaced with new vinyl high efficiency windows and new wood trim with some structure replacement. The windows are lead containing in the paint and possibly asbestos in the window glazing so removal environmental costs are high. Estimated cost: \$550,000

INTERIOR FINISHES AND HARDWARE

Most of the interior floors are 9x9 asbestos floor tiles or asbestos sheet goods. OCDC has removed some during the years and the district has as well. Some of the carpet is old and needs to be replaced.

The school is in need of paint both interior and exterior.

All interior and exterior doors are worn out, and their hardware all needs to be replaced.

Plans for Interior Finishes and Hardware

1. Remove all the asbestos floor tile and asbestos sheet goods. Replace with VCT or sheet goods. Estimated cost: \$550,000
2. Paint the complete interior and exterior. Estimated cost: \$75,000
3. Replace all interior doors with solid core birch and replace all exterior doors with new commercial door and jamb assemblies. Estimated Cost: \$225,000

Briscoe Forum FAQs

What's this all about?

In 2003, Briscoe Elementary School was closed due to declining enrollment throughout Ashland. For nearly 14 years, Ashland School District (ASD) has leased this property out to various tenants. ASD and the district facilities committee are collecting information to make a recommendation to the School Board about the best path forward with Briscoe.

So why are we talking about this now?

The Ashland School Board has a responsibility to use our community resources and tax dollars to best serve our students. This is part of a larger, district-wide review of all district assets in preparation for a potential bond issue in 2018.

Give me some reasons that the district might want to keep Briscoe as it currently is.

The Briscoe building is a beautiful school with a long history. The open space and playground next to it is precious open space and enjoyed by neighborhood residents. Additionally, the current tenants (Oregon Child Development Center and Lithia Arts Guild, among others) all contribute to the community. Finally, the rental income each year exceeds expenses by somewhere between \$30,000 to \$147,000.

Those are some good reasons! So why would the district consider letting this property go?

The Briscoe building itself has over \$3M in deferred maintenance, according to a 2014 internal review. Between the asbestos, leaking windows, outdated electrical, and ancient boiler (just to name a few) this building is close to its "end of useful life." Even with the short-term income each year from renters, the math just doesn't work in the long-term to make this building "profitable" for the district as a landlord. And this doesn't factor in the liability the district has, if someone were to get hurt or injured on the property.

Couldn't we just use future bond money to repair Briscoe?

That is a choice that the school board could make, and is central to the discussion and decision-making around this. Doing this would mean that taxpayer money would be re-directed from our active schools and students into a rental property.

But what if we need to use Briscoe in the future? What if student enrollment goes way up?

Unfortunately, that's not likely. The high point for ASD enrollment in the past 25 years occurred in 1993, when 3,546 students attended Ashland schools. By the time Briscoe was closed in 2003, that number had dropped to 3,008. Enrollment for 2016 landed at 2896, including 285 students who live outside the school district boundaries.

The most recent demographer report (February 2017) indicates that enrollment will continue to decline further over the next 10 years, unless the district continues to accept students from outside Ashland. Even if enrollment were to surge in the more

distant future, the district still has capacity in our current active schools and properties to accommodate that.

What factors will the district and school board consider in deciding what to do?

The overarching question for decision-makers is this: *How can Ashland School District best use its funding and resources to perform our mission and serve our students?*

We want to focus on our core mission of education.

We want to be good neighbors and conscientious community partners.

We want to responsibly plan for the future – both short and long-term – so that we can continue to provide the best education possible for all students.

How can I let you know how I feel about all this?

The district is hosting a community forum on **May 4, 2017** to share data and hear your thoughts and ideas. You can also email Briscoe@ashland.k12.or.us.

Briscoe Community Forum

When: May 4, 2017

Where: Ashland High School Library

Time: 7:00 PM until 8:30 PM

Where can I get more information?

Visit the ASD website at www.ashland.k12.or.us and click the link for “Briscoe Forum.” Here, you’ll find the most recent demographers report, enrollment history, an overview of deferred maintenance, and other information.

When will a decision be made?

The last of the data, an engineering report with a better estimate of maintenance and repairs, is expected in June. At that point, the district and the facilities committee will consider all the information and make a recommendation to the Ashland School Board.

Decision Timeline

May 4, 2017: Community forum

Early June: engineering report expected

Mid-June: Facilities committee meeting to review data and make recommendation to school board. (Date TBD)

June and/or July: School board considers recommendation

(AUG. 2017)

Hello Ad Hoc City Hall Committee,

Thank you for your service on the Committee. It's a tough job, and an important one.

I'd like to follow up with you on my comments at the last meeting, with questions:

Are you interested in preserving the Briscoe building? Located in the Skidmore Academy Historic District, the oldest residential area in Ashland, Briscoe School is on the National Register of Historic Places in Jackson County.

It seems clear that City Hall in the current building should be preserved, and should continue to be used for civic functions. For one, it's an iconic building, and for another, we need to maintain the City's title. But could we keep City Hall as is, with seismic upgrades, possibly used for the Chamber, and move all other public functions to Briscoe?

Has the Committee studied what could fit in Briscoe? Could it house the Muni Court (doubling as Council Chambers,) Parks and Rec, and all staff currently working in the Com Dev building?

Have cost savings been examined if the Police used the whole Civic Center building (obviating the need for an expansion of the police department), the sale/lease of the Com Dev building, the sale/lease of the Grove, the sale/lease of the present Chamber building, and leasing the upper floor of City Hall as offices (providing for possible future expansion for new City staff)?

Has anyone studied whether funds are available from government, foundation grants and individual donations to preserve Briscoe in order to bring down the costs to the voters?

Parking is a huge issue.

Does it make sense to build off-street parking structures at \$20,000-\$40,000 when the need for parking is great in the short term, but will markedly decrease in the next 5, 10, 15 years due to better public transit, more bikes and electric bikes, increased concern with our carbon footprint, and more staff working remotely?

Would it be possible to get around the Parking Code by creating an exception for municipal buildings?

Melissa's parking plan is one option, but maybe we don't need to change the Briscoe field at all. The City could claim the 25+ angled spaces on Laurel as staff and visitor parking, claim the spaces on the Briscoe side of Manzanita, and possibly build new (\$5,000 to \$7,000) angled off-street parking on the Briscoe side of High Street? As Melissa has shown, there is ample additional street parking very close to Briscoe.

Has anyone talked to the Methodist Church about using its parking lot for a few evenings per month for large public meetings?

Shouldn't the parking issue be considered in light of new City priorities, including the approved Climate Energy Action Plan and Parking Plan? Has the Committee examined the CEAP and Parking Plans? Do you find it ironic that the City Hall Committee meetings are held away from downtown (practically at Briscoe) because there is no parking downtown?

Are benefits to Staff one of the criteria? Would staff rather move to the Civic Center, which is isolated and far from downtown, with few amenities nearby? Or would they prefer Briscoe, which has its own park, is two blocks from downtown and is easily walkable to cafes, restaurants, the current City Hall, and Lithia Park?

Would the merchants support more traffic and less parking downtown? Would voters support expensive new construction and parking lots when instead they could preserve two beautiful, historic buildings?

A lot of questions. But I think they all deserve answers from the Committee.

Thank you for your consideration,
Sharon

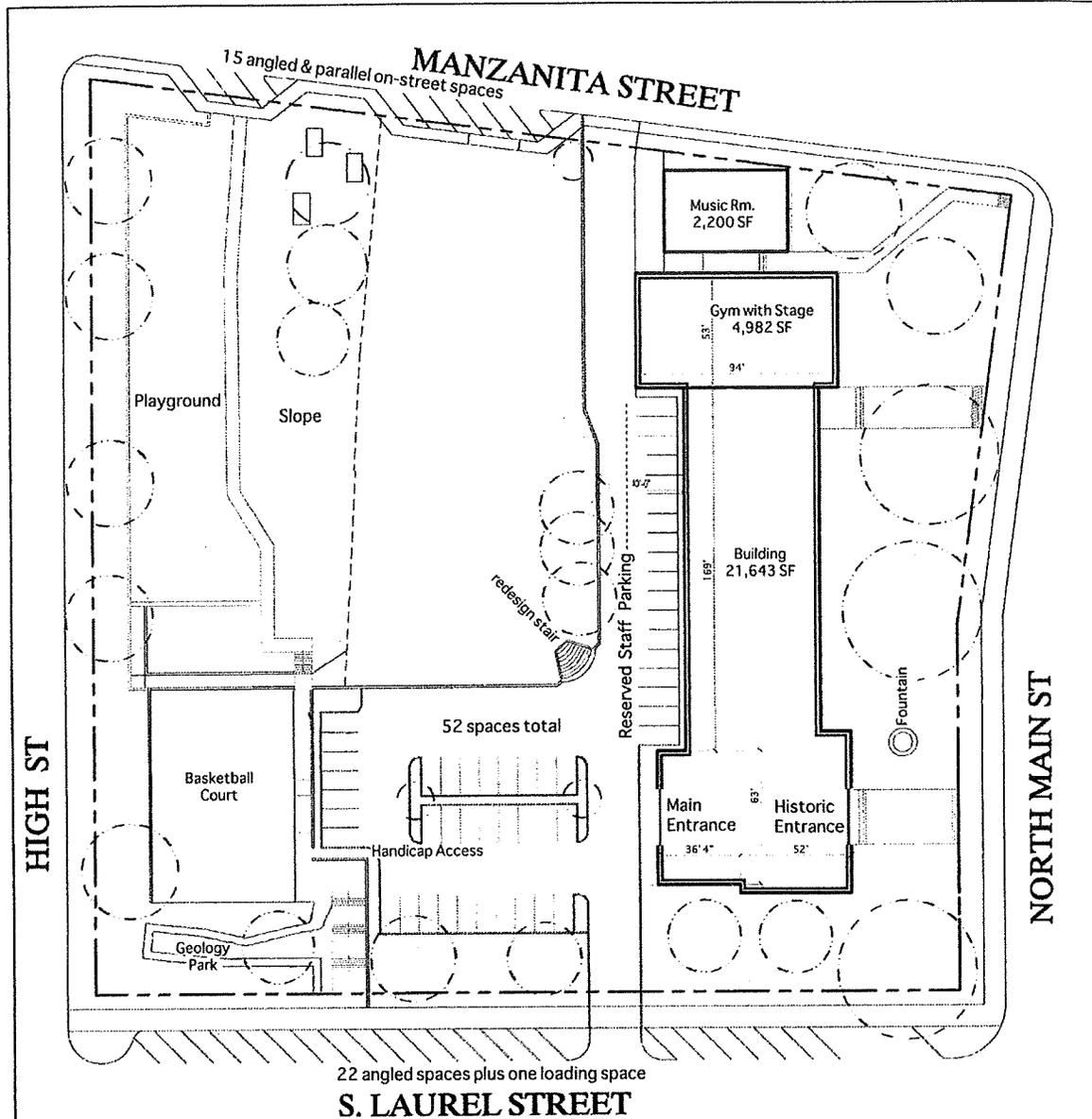


PARKING OPTION D - LOT ADJACENT TO BUILDING, PLUS NEW LOT WHERE SOUTH WING OF BUILDING IS REMOVED
 83 SPACES ONSITE - 37 ON STREET
 FIELD IS NARROWED BY 24 TO 27 FEET ALONG FULL LENGTH



BRISCOE SCHOOL

ASHLAND SCHOOL DISTRICT



PARTNERSHIP OPTION WING OF BUILDING REMOVED
 52 SPACES ONSITE ~ 38 ON STREET
 PARK OPEN SPACE KEPT 99% INTACT


 NEAR SCALE
 AUGUST 21, 2017

Briscoe ~ City Hall

Lithia Arts Guild of Oregon

**JACKSON COUNTY SCHOOL DISTRICT #5
Ashland School District – Ashland, Oregon**

Resolution # 2017-07B

WHEREAS, the Board-appointed Ashland School District Facilities Committee, the Superintendent and the Finance Director have collaboratively conducted an extensive assessment of the history and condition of the Briscoe school property; and

WHEREAS, the Board of Directors has solicited community input through public comment at meetings of the Facilities Committee and the Board, as well as two community forums dedicated to an exploration of possible uses for the property; and

WHEREAS, the Board commissioned an updated demographic study with enrollment projections for the Ashland School District in the coming decade indicating that enrollment is expected to remain flat or increase only slightly; and

WHEREAS, the condition of Briscoe would require extensive renovation to be usable as a school site by the District; and

WHEREAS, the community has expressed strong interest in maintaining the open space around the school as public park and playground space, and the City of Ashland has a commensurate goal for the community;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Ashland School District as follows:

ONE: the Board accept the recommendation of the Facilities Committee that the District no longer invest resources in Briscoe beyond maintaining the facility as necessary for the needs of the current tenants;

TWO: the District move towards responsibly divesting the property.

THREE: in so doing, the Board will continue to pursue opportunities to retain public ownership of the property.

Dated this fourteenth day of August 2017

Board Chair, Deneice Covert Zeve

Superintendent, Kelly Raymond

SAVE OUR SCHOOLS & PLAYGROUNDS

MISSION STATEMENT

"The local, grassroots community group, Save Our Schools & Playgrounds, supports Ashland schools and the preservation of school playgrounds and playing fields for use as neighborhood parks."

ASHLAND TRANSPORTATION COMMISSION
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CALL TO ORDER:

Graf called the meeting to order at 4:02 p.m.

Commissioners Present: Joe Graf, Sue Newberry, David Young, Corinne Vièville, and Kat Smith

Commissioners Absent: Dominic Barth

Council Liaison Present: None

Council Liaison Absent: Mike Morris, and Rich Rosenthal

SOU Liaison Absent: Janelle Wilson

Staff Present: Mike Faught, Scott Fleury, Brandon Goldman, and Tara Kiewel

ANNOUNCEMENTS

None

CONSENT AGENDA

Approval of Minutes: July 20, 2017

Commissioners Newberry/Young m/s to approve minutes as amended.

All ayes. Minutes approved.

PUBLIC FORUM

Joanna Foster 915 Bellview Ave. #1

Read from attached document.

Gabriel Lipper – 923 Bellview Ave. #1

Gabriel said the 2013 study on Bellview was due to complaints about speed. He has lost 3 different cats on this street. Since the last study he has had a child and there are more children living on the street. He said that most of the neighborhood supports installing speed bumps. Gabriel said that Tolman Creek Rd. was the intended route for the neighborhoods main traffic flow, but traffic is actually routing down Bellview. There is a long straight away on Bellview toward Siskiyou where there is an issue with speeding. He thinks where the speed study is happening is where people are slowing for the stop and where the alleys are merging onto Bellview. Gabriel thinks speed bumps would be awesome.

Louise Shawcat -870 Cambridge

Louise asked for a follow up on the bicycle education program and the two grade schools that didn't want to participate. She inquired if we could work with Chamber of Commerce to advertise the Zagster bike program. She announced that Southern Oregon Climate Action Now is having a master climate protector course the Monday after Labor Day in Talent. Louise is also interested in having the commission follow up on the cars idling issue.

NEW BUSINESS

Planning Type III Roles and Responsibilities

Brandon Goldman, Senior Planner, explained Type I planning actions are administratively approved, Type II are approved by the Planning Commission, and Type III are approved by Council with recommendations from the planning and other directly related commissions. Goldman explained that the Normal Neighborhood Plan was an example of a Type III planning action that came before the Transportation Commission due to the planning of a new street system, identifying which streets would be arterials, and the establishment of a shared street type. Goldman explained a privately initiated action such as annexation or rezoning are also examples of planning actions that would involve the transportation commission. Goldman added that the privately initiated actions have a pre-application

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process which is a way to address issues that may arise and to provide feedback to the applicant.

Newberry asked if the only way the planning actions come to this commission is to be put on the agenda or if there are any public involvement hearings. Goldman explained that public hearings are part of the Planning Commission and planning actions would come to the Transportation Commission as part of the pre application process.

Young remarked that with the Normal Neighborhood Plan the Transportation Commission was not involved early enough in the process and was not represented on the Ad Hoc Committee. Young stated that the entire process was a challenge.

Newberry asked how we could have a better communication between commissions because there are often shared and overlapping missions. Goldman mentioned that formal or informal liaisons attending other commission meetings might be helpful. Newberry used the visibility issues on Bellview as an example of where the commission could have made a recommendation. Newberry said she would have recommended bulb-outs on the sides of the alleys for better visibility. Newberry asked if they had been attending those meeting would they have been able to comment on those types of things. Goldman said in that particular situation probably not because the street was already in place and approved before the development was built. Goldman added the developer had met the requirement of automobile access, and they are developing their private parcel and public improvements like streets are not typically included in these types of plans. Goldman went on to say that vision clearance issues could be raised to the planning commission for consideration and that bulb-outs would be a street design issue. Faught said Public Works is in charge of the street standards and once they are in place then Planning must follow those guidelines. Newberry mentioned that she would like to see a traffic calming program created.

Young stated that we should be looking at holistic approach to planning that should require interconnection between commissions. Newberry remarked that Ashland is mostly built out and that each change that is made affects another area of town. Goldman said that for individual planning actions a balance must be struck between reviewing each of them and having clear criteria so that an applicant can fill out a proposal. Goldman added that we cannot change the standards after an application is submitted and we must look to the master plan and legislated decisions before applicants apply.

Young asked if there is a number of units for a development that sends a planning action to the Transportation Commission. Goldman explained that Type III planning actions are the only actions sent to the Transportation Commission. Goldman stated that a larger scale development would have recommendations from the Engineering and Public Works staff if a traffic analysis needs to be provided as part of the application.

Graf asked for clarification about the process for Type III planning actions. He asked if at the pre-application stage applicants are told to see the Transportation Commission and if they don't the application is rejected. Goldman stated the application would be incomplete and not approved. Graf asked about the process when the City decides to make changes. Goldman explained there is no pre-application if the City initiates the changes. Newberry summarized for clarification the ways Transportation Commission is engaged in the planning process is the Type III planning actions and changing standards. Goldman elaborated that Type III actions can be private or public and the private applications have an accelerated timeline which is why there is a pre-application process.

TASK LIST

Discuss current action item list

Citizen requests for speed and volume analysis on Bellview

Fleury explained that a traffic study was done in 2013 and 2017 on Bellview in the same location. Fleury

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acknowledged that the locations of the studies may not be optimum for the highest speeds and said the studies showed the specific times of day people are speeding and the information was then sent to Officer MacLennan for enforcement. In addition the speed trailer has been put on Bellview. Fleury stated the studies showed that volume decreased from 2013 until now by over one hundred vehicles. Fleury told the commission there is a fifteen foot vision clearance requirement for the alleys and it should have been required for the developer to do curb striping, but that would also impact the limited parking. Fleury said we're now trying to fix an issue after the fact. He added that bump-outs would create vision clearance, but that would be a capital infrastructure cost. Fleury told the commission that we are currently collecting data from higher up the street on Bellview.

Fleury explained that speed bumps would not be installed in the right of way, but rather speed humps, tables, or cushions are design measures for traffic calming. Fleury mentioned the Albany, Oregon traffic calming program which requires neighborhoods to do outreach and be involved partners with the city. Fleury encouraged outreach to explain speed issues and impacts on neighborhoods.

Smith asked who would take financial responsibility for a traffic calming program. Fleury explained that it depended on the program and that Albany puts some on the financial responsibility on the neighborhood for data collection. If a neighborhood requests traffic calming they would be ranked according to a set criteria and then it would be budgeted.

Graf asked what would be the next step. Fleury said collecting the next set of data and then discuss developing a traffic calming program.

Hersey/Wimer Signal

Road diet will be presented to Council by staff in September.

Super Sharrows

Faught showed the commission different examples of the proposed sharrows from the Kittelson & Associates, Inc. report and said he will be recommending the solid green super sharrows in the middle lane to Council. Smith asked if there are any planned modifications for bike lanes to have green markings through intersections. Faught said this was something to look at in the future, but this current project was connecting the missing links in the bike lane. The report had also recommended installing a stop sign at Oak and E. Main and to change the speed limit through downtown. Faught explained that our traffic engineer does not agree with these recommendations, and he will not be recommending to them to Council. Graf mentioned that the report is recommending additional signage and Faught added that if this is adopted by Council we will make recommendations on what we would do. Fleury mentioned that the Kittleson report recommends public outreach education.

Vièville mentioned that trucks unloading in the bus stops continues to be an issue. Diamond parking needs to be contacted regarding this issue. Fleury mentioned that he would reach out to RVTD.

Nevada Bridge Extension Project

Faught told the commission that a new grant application needs to be submitted and that staff is working on it. Faught told the commission this bridge could be important in the case of a Cascadia event and that it was discussed at the last Council Study Session.

Iowa Street Safety Concerns

Smith asked if the walking audit is scheduled for Iowa Street. Fleury said that it will be scheduled after school is back in session. Newberry asked if the scope of the audit will include collecting crash data. Fleury explained it will include turn count movements, peak hour volume at all of the intersections, a walking audit, and a public hearing at a commission meeting.

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Main Street Crosswalk Truck Parking

Young asked for an update on providing alternative truck parking on Main Street where trucks have been blocking crosswalks. Fleury mentioned that ODOT has a signalized light at Water Street in the Statewide Transportation Improvement Program (STIP) which would remove parking from that area. Fleury is waiting to hear from ODOT for a timeline on this project.

Faith Ave. Street painting

Smith announced that Faith Ave. will be closed for street painting and a block party August 26 and 27. Smith described to the commission that the street will be painted in a twenty eight foot area with a colorful pathway that will include; cedar waxwings, gold finches, robins, California poppies, sunflowers, and bees. This is the first street painting permit issued in Ashland and Fleury mentioned that Smith has been diligent in following the permit to the letter and has contacted the appropriate emergency departments.

OLD BUSINESS

None

FOLLOW UP ITEMS

Downtown Parking Plan

Faught explained the downtown parking plan was taken to Council and accepted which means it will move forward. Faught added that Public Works will be managing the Parking Plan with existing staff and we will keep collecting data so we can make plans. Graf asked about the expanded parking enforcement area. Faught explained that we will work with Diamond Parking and that some business have requested more enforcement. Faught is mentioned he is pleased that it is moving forward.

Transportation System Plan Update-Selection Process

Fleury stated the solicitation closed on August 1, 2017 and that one proposal was received. The grading team is finishing the grading process which should be finished by the next commission meeting. Fleury was concerned that only one bid was received and said staff will make a next step recommendation after the grading process has been completed. Graf mentioned that we want to do it right and we may want to consider other options.

Zagster Bike Share Program

Fleury updated the commission that three bike stations were currently installed and that two additional stations will be installed at Safeway and Growler Guys at the end of September. Young asked about stations at SOU and Ashland Hospital. Fleury mentioned the hospital doesn't currently have funding but are interested and SOU will be installing soon. Faught shared with the commission he saw people using the bikes the day after the stations installed and talked with the riders who were from out of town and they were very excited.

Vièville mentioned that the bus stop between Clay and Glendale had a gravel pad and that after the bike rack was installed someone has removed the gravel and it is now a dirt pad. Fleury said he would talk with the Street Department to put the gravel back.

Smith told the commission that she had contacted the 4J School District and the Springfield School District to get information on their car idling policies. Newberry said that Ashland does have an ordinance that the commission should review.

COMMISSION OPEN DISCUSSION

Newberry discussed commission goal setting and wanting to get community input and suggested doing this charrette style. Fleury mentioned Council will be going into their planning and it might be beneficial to see what the Council

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goals are and inviting commission chairs.

Vièville asked about using a wheelchair for walking audit on Iowa street. Newberry mentioned that walking audits work best when all groups are represented.

Next Meeting Date: September 28th, 2017 Meeting

ADJOURNMENT:

Meeting was adjourned at 6:14 p.m.

Respectfully submitted,

Tara Kiewel

Public Works Administrative Assistant