

Council Business Meeting

April 6, 2021

Agenda Item	Review of City Assets: Land and Structure Inventory	
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SUMMARY

Consistent with prior and current Council support and direction, this is a continued discussion regarding City assets; specifically, a short-term focus on the divestment of specific City owned properties. Staff will continue to work towards preparing a package for a phase II property asset divestment discussion and decision. This item was initially requested during the City Hall rehabilitation project with an objective of comprehensively evaluating the City's asset base. The initial overview was presented at the Council Study Session on November 18, 2019. Council gave direction to staff to look in more detail at a number of the properties that were initially labeled as having surplus potential. Staff is requesting specific actions to move forward toward a surplus declaration for the proposed set of properties as well as the means of disposal.

POLICIES, PLANS & GOALS SUPPORTED

City Council Goals (supported by this project):

- Maintain Essential Services
- Continue to leverage resources to develop and/or enhance Value Services
 - Emergency Preparedness
 - Address Climate Change

CEAP Goals:

1. Reduce Ashland's contribution to global carbon pollution by reducing greenhouse gas emissions associated with City, residential, commercial, and industrial activities.
2. Prepare the city's communities, systems, and resources to be more resilient to climate change impacts.

Strategic Initiatives:

- Maximize conservation of water and energy.
- Support climate-friendly land use and management.

Department Goals:

- Maintain existing infrastructure to meet regulatory requirements and minimize life-cycle costs.
- Deliver timely life cycle capital improvement projects.
- Maintain and improve infrastructure that enhances the economic vitality of the community.
- Evaluate all city infrastructure regarding planning management and financial resources.

PREVIOUS COUNCIL ACTION

Periodically Council has discussed City owned lands and has taken individual actions to buy or sell lands. The City has approximately 90 properties; 47 City utilized and managed properties and 42 that are managed by Ashland Parks and Recreation Commission (APRC).

Parks properties are in a separate category as they have been purchased by food and beverage funds, Parks Foundation funds or other similarly APRC restricted and controlled funds. By City Charter, Parks properties are owned by the City but are under the control and management of APRC.

Staff and Council held a preliminary discussion regarding city assets at the November 18, 2019 Study Session ([Minutes](#), [Staff Report](#)). Council directed staff to begin the process of obtaining appraisals and develop appropriate next steps with respect to asset management. Due to changes in leadership and the pandemic, staff is now bringing back the first steps and recommendations of what will be a long process with respect to asset management and divestment of City owned property deemed not of interest/value to City operations or general public benefit, both individual parcels and public rights of way.

BACKGROUND AND ADDITIONAL INFORMATION

Shown below are numerous properties the City has taken specific actions on in order to move forward through a surplus process and/or define the needs and next steps in order to take a surplus action. Additional property information that was provided to the Council previously will be discussed at future meetings to formalize additional actions as part of a surplus process.

Property Name	DEPT	Zoning	Comments	Recommendation
North Mountain Avenue (391E04AD TL#100)	ADMIN	NM .35 acres	Property Only-no improvements (appraisal \$300,000, 2021)	Already declared as surplus: Sell
380 CLAY ST	ADMIN	R-2 .32 acres	front lot with home (appraisal \$340,000, 2021)	Already declared as surplus: Sell
East Main Street Parking (391E09BC TL#201)	ADMIN	C-1-D .06 acres	Currently leased for parking-no appraisal	Dedicate as surplus: Sell
1097 B STREET "B ST YARD"	PW	E-1, R-1-5 (5 lots)	appraised \$1.93-2.04 Million, 2021 (depending on final zoning)	Appraisal complete, intended for surplus once Hardesty is operational. Staff will bring back the formal action to surplus for sale.
1291 OAK ST "HARDESTY PROPERTY"	PW	EFU	Partition House and adjacent property (appraisal \$685,000, 2021)	May be able to sell the lot/house with the northern portion preserved by perpetual easement for riparian protection and future wetlands. Staff is requesting direction from Council on this option.
IMPERATRICE PROPERTY (NORTHERN LOTS)	PW	EFU	purchased 1996 \$950,000	Work with Parks (Trails Master Plan) and Southern Oregon Land Conservancy to define needs for the northern lots and bring back recommendation to Council.
IMPERATRICE PROPERTY (SOUTHERN LOTS)	PW	EFU	Currently Leased purchased 1996 \$950,000	Longer term - evaluate best overall use

Note:

- Green-status ready to next steps
- Yellow-additional work and associated planning still required

North Mountain:

The .35-acre parcel is located in the North Mountain zone and the 2021 appraised value is \$300,000. The property is a bare parcel and was designated by the Council as surplus. Staff recommends moving forward with the sale of the property utilizing and local real-estate agent. Base zoning for this parcel was increased to R-2 in 2018, allowing 4-6 units.

380 Clay Street:

The property is .32-acres and zoned R-2 with a 2021 appraised value of \$340,000. The property contains an 1890 two story 1,093 square-foot house and open pit well. The total property was previously partitioned to allow for the continued development of low-income housing in conjunction with the Jackson County Housing Authority with the remaining abandoned home, protected cottonwood tree, open pit well and associated outbuildings remaining on this smaller remnant parcel that was not utilized by the JCHA housing development. The parcel has 2-3 unit development potential. The property was previously dedicated as surplus by the Council and staff's recommendation is to sell using a local real estate agent.

391E09BC TL#201 "Parking lot":

The property is a .06 acre lot located in the downtown zoned C-1-D. The parcel is currently leased for parking. The parcel provides five parking spaces. Parking use licensing agreements are in place with several of the current users of the spaces and can be terminated at anytime to allow for a surplus designation and subsequent sale. The parcel is developable as a standalone property but may be best suited to be developed in association with future redevelopment of adjacent properties to the north or west (alleys on the east and south). Staff recommends Council designate the property as surplus and sell.

Future Planning-transition from B Street Storage Yard to Hardesty Property:

To surplus the B Street yard property, Public Works operational equipment and facility storage must be relocated to the Hardesty Property. The City has received land use approval from Jackson County for site development and construction of a new metal storage building to house critical equipment. This equipment must be stored inside and with heat during winter to protect critical systems from degradation.

The overall site plan for the Hardesty Property is shown below in Figure 1. The initial land use application focused on site development to support the relocation of operational equipment from B Street to the Hardesty property. The partitioning of the lot and separating the house/garage structures is expected to occur as a side stream surplus process while the operational transition occurs.

B Street Yard to Hardesty transition steps:

1. Demolition of the burnt structures at Hardesty #2 (3 months from start for bid, contract and construction process)
2. Site prep/development for new building construction #3 (2-3 months from start, work predominately done in-house)
 - a. Electric – new transformer and underground
 - b. Storm drain treatment and connection system
 - c. Sewer connection
 - d. Water connection
3. Construct new steel building #3 (5-6 months from start for bid, contract and construction process)
4. Relocate equipment and vehicles to Hardesty (1 month to move and cleanup site)
5. Sell and remove existing building at B Street (3 months to advertise and sell and have removed)
 - a. Can have this process concurrent with trying to sell property and state all site cleanup will be complete prior to final transaction

A few activities shown above can run concurrently and Public Works staff expects a total time of approximately 8-12 months to demolish, build and relocate from B Street yard to the Hardesty property. Surplus and subsequent timing of the sale can be done prior to full site cleanup of the B Street location.

Staff recommends moving forward with the final relocation of equipment from B Street to the Hardesty Property to surplus the B Street Property. Staff has requested budget appropriations in the 2021-2023 biennium to facilitate site development and construction to fully relocate operational equipment. Staff also

recommends going through a pre-application process for the B Street property in reference from a zone change from E-1 to R-3. By going through a pre-application process the City can better define potential development options under each zoning for potential buyers as part of the surplus process.

Figure 1:

PHASE 1:

1. Riparian protection and enhancement corridor along Bear Creek
2. Remove fire damaged garage parking structures.
3. Replace with similar size/square footage of enclosed building for equipment storage. Total building SF to be ~19,500)
4. Protect existing well (~80' from building 6) and 95' to center of creek)
5. Remove existing "gas station."
6. Evaluate and retain or replace metal buildings
7. Plant shrubs and trees along south fence line
8. Place barriers to contain temporary highway materials storage.
9. City Vehicle parking primarily for intermittent use vehicles and trailer mounted equipment
10. Evaluate the need for on-site retention or bioswale

FUTURE PHASES:

11. Potential surplus of home and adjacent property
12. Future wetlands north of Bear Creek for NPDES temperature compliance



Future Planning Imperatrice Property:

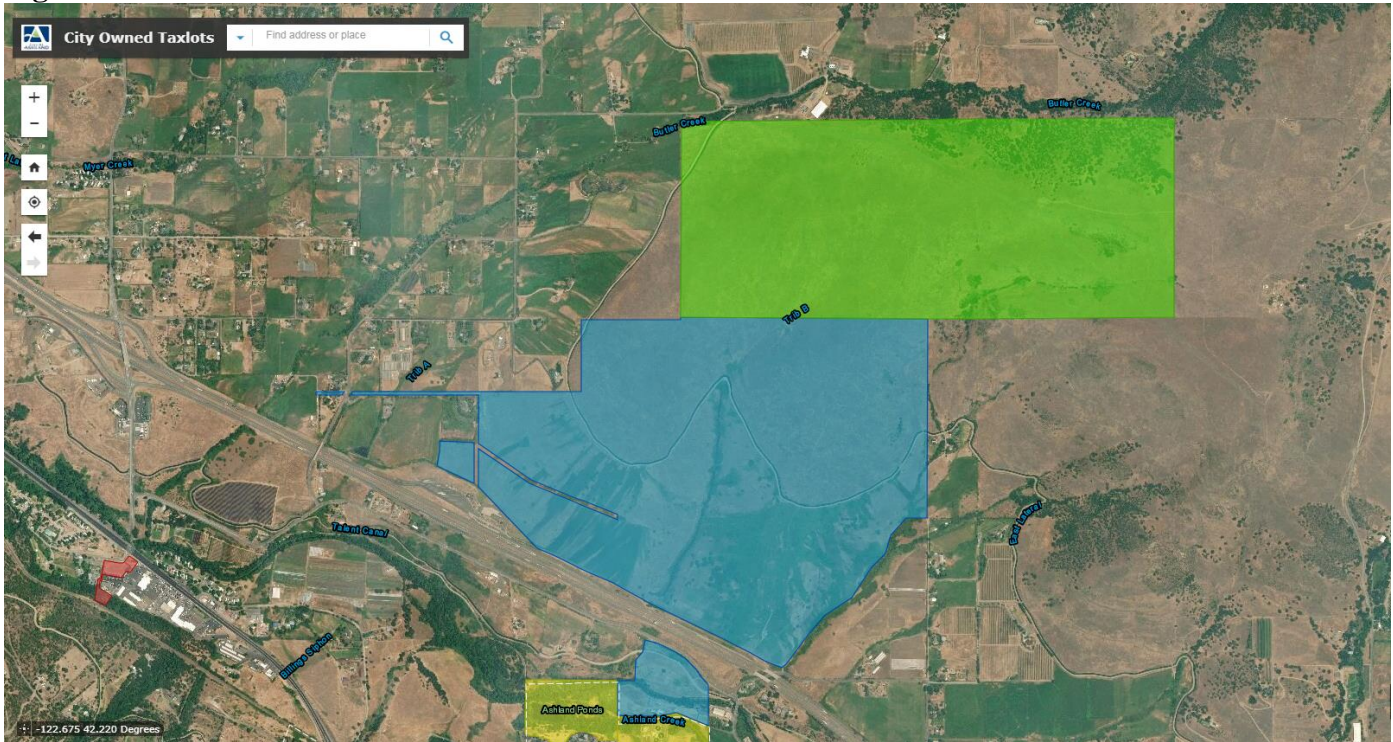
The Imperatrice Property was purchased in 1996 for \$950,288 using Food and Beverage Tax proceeds. The property is zoned EFU and includes seven tax lots that total 864 acres. The original intent was to use the land to apply wastewater treatment plant effluent and to hold, dry and potentially land apply biosolids. The functional need no longer exists to utilize the property for specific wastewater capital projects required to meet the City’s 2021 National Pollution Discharge Elimination System Permit (NPDES) requirements. Additional planning, property acquisition and engineering have been completed that define a path forward for regulatory compliance outside of the need for the Imperatrice Property.

Previously and currently approximately 472 acres has been used for leased farming (the blue area below the TID canal shown in Figure 2). The current lease was approved by the City Council at the February 18, 2020 Business Meeting ([Minutes](#), [Staff Report](#)). The lease has an end termination date of February 14, 2025. The portion of the property below the ditch also houses a City communication tower that will need to remain or be relocated as part of a planning process for the complete property.

There is the potential to sell or encumber both the lower and upper portions of the property for trails and/or other similar environmental beneficial uses. The Southern Oregon Land Conservancy and the Ashland Parks

and Recreation Commission have both shown a high level of collaborative interest in the property and staff recommends continued discussion with these groups moving forward.

Figure 2:



FISCAL IMPACTS

Developing a comprehensive property and asset management strategy will take staff time, but the result will provide an inclusive direction for the City. Land and structures have value. Should the City Council determine there is no future City use for a specific piece of property or structure for the City itself, the asset could be sold for a broader community purpose either at market value or deliberately subsidized for a specified community purpose.

Specific impacts with moving forward with the sale and planning of properties mentioned include additional one-time revenues that would go back into the appropriate fund used to acquire the property. Additional benefits would include eliminating exempt property tax status for City owned parcels and put them back on the Jackson County tax rolls, as well as incremental savings from reduced maintenance, insurance and other associated carrying costs of land ownership.

Revenues from the potential sale of the Imperatrice Property would go back into the wastewater fund and potentially eliminate or offset projected rate increases for multiple years. Any sale of a portion of the Hardesty Property would also go back into the participating funds which include wastewater, streets, water and general funds.

The City Council authorized purchase of the Hardesty Property at the May 15, 2018 Business Meeting ([Minutes](#), [Staff Report](#)) property was originally purchased in 2018 for \$1,200,000 and split among the funds as shown below:

Wastewater Fund	60%	\$720,000
Street Fund	20%	\$240,000
Water Fund	15%	\$180,000
General Fund	5%	\$ 60,000

STAFF RECOMMENDATION

Staff recommends declaration of surplus for the downtown “parking lot” parcel and confirm prior Council direction for the disposal of previous declared surplus properties at 380 Clay Street and North Mountain Avenue. Staff also recommends continued movement forward of on-site development of the Hardesty Property and planning for surplus options associated with the Imperatrice Property.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

1. I move to declare tax lot 391E09BC 201 as surplus and direct staff to complete the disposal process.
AND
2. I move to direct staff to complete the disposal process for the already declared surplus properties located at 380 Clay Street and 900 block of North Mountain Avenue.

ATTACHMENTS

Attachment 1: City Owned Property Spreadsheets

Attachment 2: City Owned Properties Maps (two versions)

CITY OWNED PROPERTIES

INDEX	Map/Taxlot	SITEADD	Property Name	Department	Use	Zoning	Surplus Potential	Comments
71	391E14AC1800	400 MISTLETOE RD	400 MISTLETOE RD	ADMIN	Lease	CM-CI	Yes	FS house (purchased 1988 \$360K)
89	391E05DD2500	265 N MAIN ST 2	BRISCOE	ADMIN/PARKS	Lease	R-2	Yes	Lease (early appraisal \$3.05M)
13	391E05DA2700	430 MAIN ST	430 N MAIN	PW	Lease	E-1	Yes	Lot Purchased Wimer/Hersey (2005 - \$170K)
79	391E11C2500	380 CLAY ST	CLAY ST AFFORDABLE HOUSING	ADMIN	Housing	R-2	Yes	front lot with home
61	391E09AA1900	B STREET	B ST YARD	PW	Yard	E-1, R-1-5	Yes	appraised 2018 \$1.8-1.9M
1	381E33200	1925 EAGLE MILL RD	IMPERATRICE PROP (NORTHERN TOP LOTS)	PW	Open	EFU	Yes	purchased 1996 \$900K - value \$1.6M

42	391E09BC2500	59 WINBURN WAY	COMMUNITY CTR/PIONEER HALL	ADMIN	Community	R-1-7.5	Maybe	needs \$1M work for both
8	391E04AC1200	255 NEVADA ST	ELECTRIC YARD	ELEC	Yard	R-1-5	Maybe	Better Use? Move electric (~\$300K)
91	391E09CB1500	TERRACE ST	TERRACE ST ROW	PW	PW	R-1-10, RR-.5	Maybe	Not Likely to be used
84	391E17AA1112	596 ASHLAND CREEK DR	ASHLAND CREEK DR	PW	Water	RR-.5	Maybe	Along Ashland Canal
88	381E33400	1291 OAK ST	HARDESTY PROP	PW	WW/PW	EFU	Maybe	Partition House and Sell (~\$350K)
31	391E16BD300	TERRACE ST	OPEN SPACE	PW	Open	WR-20	Maybe	Open Space, Parks?
30	391E16BC200	GLENVIEW DR	GLENVIEW DR PROPERTY	PW	Yard	WR-20	Maybe	18.84 ac open space
56	391E09BD6200	26 SECOND ST	SECOND ST PARKING LOT	ADMIN	Parking	C-1-D	Maybe	Likely Not
47	391E09BA11500	130 PIONEER ST	PIONEER ST PARKING LOT	ADMIN	Parking	C-1	Maybe	Likely Not
55	391E09BC201	E MAIN ST	SM PARKING LOT	ADMIN	Parking	C-1-D	Maybe	Likely Not
46	391E09BB10900	WATER ST	WATER ST PARKING LOT	ADMIN	Parking	C-1	Maybe	Likely Not
92	381E33200	1925 EAGLE MILL RD	IMPERATRICE PROP (SOUTHERN 2 LOTS)	PW	Lease	EFU	Maybe	purchased 1996 \$900K - value \$1.6M
83	392E07800	891 EMIGRANT CR RD	LITHIA SPRINGS GUN CLUB	ADMIN	Comm/Lease	EFU, OSR	Maybe	Likely Not

93	391E09100	20 E MAIN ST	CITY HALL	ADMIN	Office	R-1-7.5, RR-.5, WR, C-1-D, WR-20	No	needs \$7+M rebuild
62	391E10900	1175 E MAIN ST	COUNCIL CHAMBERS/GROVE/APD/PW/ELEC	ADMIN	Comm/Office	E-1	No	Upgrades Necessary (\$.8-1.5M)
57	391E09BD6700	410 SISKIYOU BLVD	JACO LIBRARY	ADMIN	Community	C-1-D	No	
43	391E09BB14800	51 WINBURN WAY	COMM DEV	ADMIN	Office	C-1-D, R-1-7.5	No	Linked with City Hall Decision
54	391E09BC400	175 HARGADINE ST	HARGADINE PARKING STRUCTURE	ADMIN	Parking	C-1-D	No	
58	391E09AC15300	455 SISKIYOU BLVD	FIRE STATION #1	FIRE	Fire	C-1	No	
76	391E15AA6200	1860 ASHLAND ST	FIRE STATION #2/SHERWOOD PARK	FIRE/PARKS	Fire	R-2	No	
53	391E09BB7100	GRANITE ST	ALICE PEIL WALKWAY	PW	Access	C-1-D, R-1-7.5	No	Needs Work (new stairs \$300K)
59	391E09AC12600	750 MAIN ST	ASHLAND CEMETERY	PW	CEM	R-2	No	
74	391E10DD100	440 NORMAL AVE	MOUNTAIN VIEW CEMETERY	PW	CEM	R-2	No	
75	391E15AA6400	550 NORMAL AVE	SOUTH MAUSOLEUM	PW	CEM	R-2	No	
36	391E32200	TOLMAN CR RD	WINBURN PROP	PW	Open	FR	No	
87	391E09DB7300	FAIRVIEW ST	FAIRVIEW ROW	PW	ROW	R-2	No	performs as an alley
85	391E102700	NORMAL AVE	FUTURE ROW / NORMAL AV	PW	ROW	RR-5	No	needed for future development
70	391E14D1300	SISKIYOU BLVD	MISTLETOE RD RIGHT OF WAY	PW	ROW	CM-CI, CM-MU, CM-OS, M-1, RR-5	No	needed for future development
22	391E08AC105	STRAWBERRY LN	DITCH ROAD PUMPSTATION	PW	Water	RR-.5	No	
23	391E08DB201	201 HITT RD	FALLON RESERVOIR	PW	Water	WR	No	
28	391E17600	GRANITE ST	UPPER GRANITE ST	PW	Water	WR-20	No	new Water Treatment Plant site
32	391E161100	GRANITE ST	WATER TREATMENT PLANT ACCESS	PW	Water	FR	No	
33	391E21200	1400 GRANITE ST	WATER TREATMENT PLANT	PW	Water	FR	No	Property includes Electric Generation
34	391E20200	1500 GRANITE ST	HOSLER DAM	PW	Water	FR	No	
35	391E28200	TOLMAN CR RD	REEDER RESERVOIR	PW	Water	FR	No	
38	391E16BA1500	696 TERRACE ST	CROWSON RESERVOIR	PW	Water	RR-.5	No	
68	391E231802	1511 TOLMAN CR RD	ALSING RESERVOIR	PW	Water	RR-10	No	
86	381E311303	1001 JACKSON RD	TAP PUMP BUILDING	PW	Water	GC	No	
49	391E09BB14000	E MAIN ST	OSF	ADMIN	OSF	C-1-D	No	
48	391E09BB14700	E MAIN ST	OSF	ADMIN	OSF	C-1-D	No	
51	391E09BC1100	110 MAIN ST	OSF/CHAMBER OF COMMERCE	ADMIN	OSF	C-1-D	No	
52	391E09BC901	40 PIONEER ST	OSF THOMAS THEATRE	ADMIN	OSF	C-1-D	No	
50	391E09BB14200	S PIONEER ST	OSF BRICKS	ADMIN	OSF"	C-1-D	No	

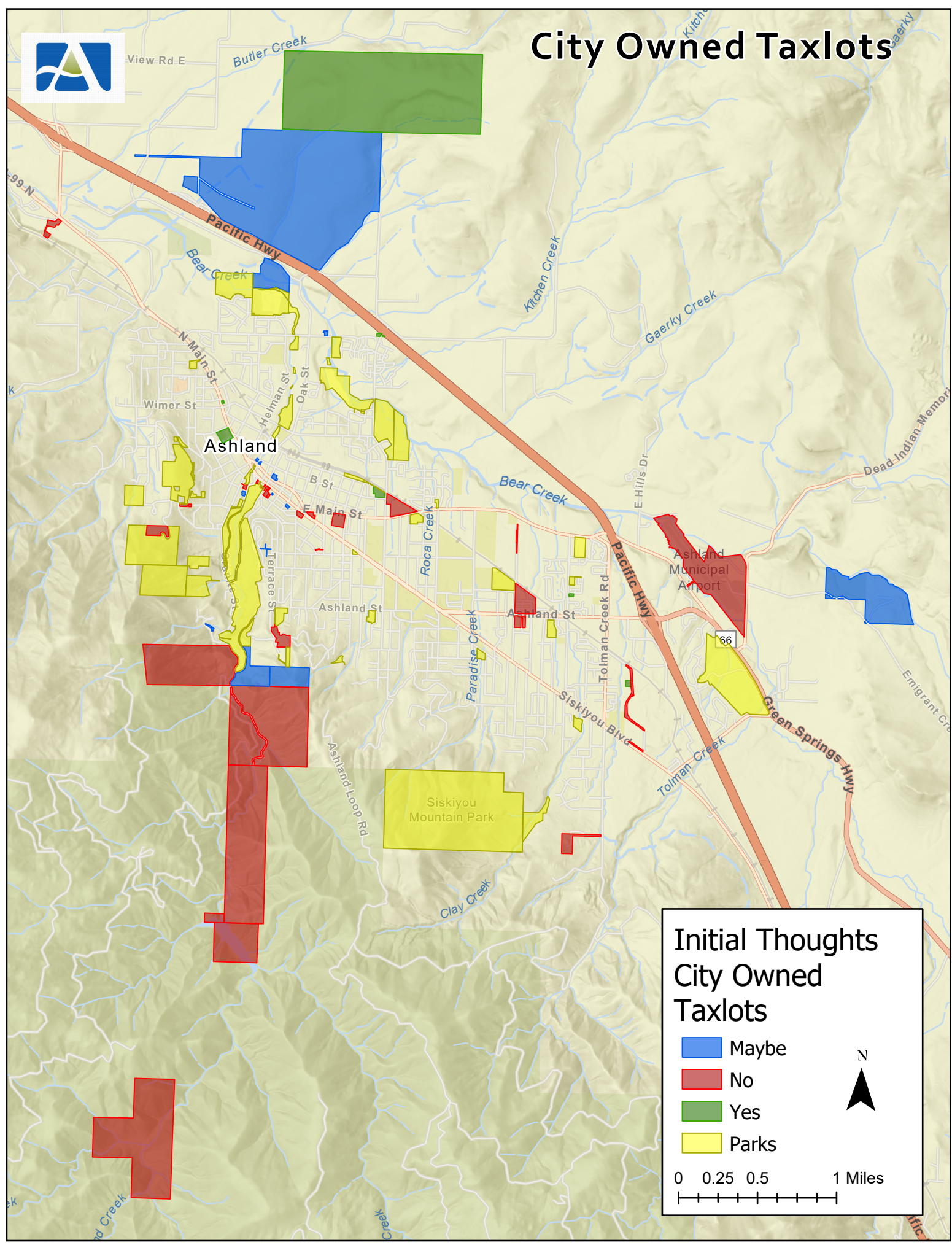
yellow	leases
green	needs corrective action
beige	parking lots

ASHLAND PARKS AND RECREATION PROPERTIES

INDEX	Map/Taxlot	Address	Property Name	Department	Use	Zoning	SurplusPotential	Comments
64	391E16AA3700	GLENWOOD DR	GLENWOOD PARK	PARKS		R-1-7.5		
77	391E14BB701	CLAY ST	CLAY STREET PARK	PARKS		R-1-5		
78	391E11C2502	CLAY ST	CLAY ST WETLANDS	PARKS		R-2		
41	391E16AC200	LIBERTY ST	LIBERTY ST PARK	PARKS		RR-.5, WR		
65	391E15AC6300	CLARK AVE	GARDEN WAY PARK	PARKS		R-1-7.5		
40	391E16BA1205	ASHLAND ST	COTTLE PHILLIPS PROPERTY EASEMENT	PARKS		R-1-10		
16	391E04DD400	N MOUNTAIN AVE	N MOUNTAIN PARK	PARKS		R-1-5		
37	391E16BD211	TERRACE ST	OPEN SPACE	PARKS		WR		
39	391E16BA1300	ASHLAND ST	COTTLE PHILLIPS PROPERTY	PARKS		R-1-10		
29	391E09100	310 GRANITE ST	LITHIA PARK	PARKS		R-1-7.5, RR-.5, WR, C-1-D, WR-20		
67	391E22300	TOLMAN CR RD	OREDSON TODD WOODS	PARKS		WR		
66	391E22500	TOLMAN CR RD	SISKIYOU MOUNTAIN PARK	PARKS		FR		
26	391E08DC100	HITT RD	LAWRENCE PROPERTY (PARKS)	PARKS		WR-20		
17	391E032800	N MOUNTAIN AVE	N MOUNTAIN PARK/ LORD DONATION	PARKS		EFU		
12	391E05AC3400	603 SCENIC DR	SCENIC PARK	PARKS		R-2		
27	391E08DD705	327 GRANITE ST	BURNSON PROPERTY (PARKS)	PARKS		RR-.5, RR-.5		
19	391E05DC3001	SKYCREST DR	DITCH ROAD	PARKS		RR-.5		
5	391E04BB600	OXFORD ST	MICHELLE ST PROP	PARKS		R-1-7.5		
63	391E10BC2701	CALIFORNIA ST	GARFIELD PARK	PARKS		R-1-10		
72	391E10BD2700	MAIN ST	EVERGREEN OPEN SPACE	PARKS		R-1-5		
7	391E04CA2902	HELMAN ST	(PARKS/CONSERVATION)	PARKS		R-1-5		
60	391E09AB6509	785 A STREET	RAILROAD PARK	PARKS		E-1		
69	391E14CB100	2291 CHITWOOD LN	CHITWOOD OPEN SPACE	PARKS		R-1-7.5		
90	391E09DA7900	SISKIYOU BLVD	TRIANGLE PARK	PARKS		R-2		
15	391E04CD1201	230 WATER ST	RECYCLE CTR/SKATE PARK	PARKS		E-1		
82	391E13B2200	3070 HWY 66	GOLF COURSE	PARKS		R-1-10		
9	391E04AC400	KESTRAL PKY	KESTREL PKWY OPEN SPACE (PARKS)	PARKS		NM, R-1-5		
6	391E04BD1904	W NEVADA ST	KEENER PROP (PARKS/CONSERVATION)	PARKS		R-1-5		
14	391E04CD800	27 HERSEY ST	ASHLAND CREEK PARK	PARKS		R-1-5		
45	391E09BB9600	5 WATER ST	BLUEBIRD PARK	PARKS		C-1-D		
73	391E103500	1751 HOMES AVE	HUNTER PARK/DANIEL MEYER POOL	PARKS		R-1-5		
2	381E331900	JACKSON RD	ASHLAND PONDS PROP	PARKS		R-1-7.5		
24	391E08DB200	STRAWBERRY LN	ACID CASTLE ROCKS (PARKS)	PARKS		WR		
25	391E08DA1901	GRANITE ST	ROB CAIN PROPERTY (PARKS)	PARKS		RR-.5, WR		
18	391E08BD100	STRAWBERRY LN	WESTWOOD PARK	PARKS		RR-.5, WR		
20	391E08AB400	SKYCREST DR	HALD STRAWBERRY PARK	PARKS		R-1-10, RR-.5		
3	391E04B1500	950 PEROZZI ST	WWTP/DOG PARK/MICHELLE ST WETLANDS	PARKS		R-1-7.5		
21	391E08AD4304	PIEDMONT DR	PIEDMONT PROPERTY	PARKS		R-1-10, RR-.5		
44	391E09BB7500	45 WINBURN WAY	LITHIA PARK EXT/CALLE GUANAJUATO	PARKS		C-1-D, R-1-7.5		
4	391E04B800	55 W NEVADA ST	GREENWAY/CREEK	PARKS		R-1-7.5		
11	391E04DB400	OAK ST	MACE PROPERTY/PARKS	PARKS		NM, R-1-5		
80	391E11CB200	2228 E MAIN ST	2228 E MAIN	PARKS		RR-5		



City Owned Taxlots





Initial Thoughts City Owned Taxlots

- Maybe
- No
- Yes
- Parks

0 0.13 0.25 0.5 Miles

