



**ASHLAND PARKS AND RECREATION COMMISSION  
ASHLAND SENIOR ADVISORY COMMITTEE (ASAC)  
MEETING AGENDA**

**Monday, March 14, 2022 @ 3:30 – 5:00 pm**

**Virtual Meeting on Zoom Platform**

*To join meeting or give public input, see instructions on page 2.*

- I. Opening (Gardiner, 1 min)
- II. Approval of Minutes – January 10, 2022 (all, 2 min)
- III. Additions or Deletions to the Agenda (all, 2 min)
- IV. Public Input (10 min) - *See page 2 for instructions.*
- V. Proposed Mobile Home Park Zoning Amendment - Cynthia Dettman, Committee to Protect Ashland's Mobile Home Parks (20 min)
- VI. Proposed Outdoor Classroom Space at Ashland Senior Center (Glatt, 15 min)
- VII. Standing Reports (20 min)
  - a. APRC Update (liaison position vacant, no report)
  - b. City Council Update, if any pertaining to seniors (Seffinger)
  - c. Education Report (Mettler)
  - d. Senior Services Superintendent Report (Glatt)
- VIII. Items from ASAC Members or Work Groups (All, 15 min)
  - a. Livable Ashland Update (Theis/Bellegia)
  - b. Other items from ASAC members?
- IX. Next Meeting: Monday, May 9, 3:30-5:00pm  
In-person or Zoom TBD
- X. Adjournment – 5:00pm

*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 1-800-735-2900). 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).*

**TO ATTEND THE MEETING:**

If you wish to virtually attend an Ashland Senior Advisory Committee meeting, send an email to [isleen.glatt@ashland.or.us](mailto:isleen.glatt@ashland.or.us), no later than by 10:00 a.m. on the day of the meeting. Please provide the following information, then staff will send you the link and/or phone codes:

- 1) Write "ASAC Participation Request" in the subject line of the email.
- 2) Include your name.
- 3) Specify the date of the meeting you wish to virtually attend or listen to.
- 4) Specify whether you will be participating by computer or telephone.
- 5) Provide the name you will use if participating by computer, or the telephone number you will use if participating by telephone.

**TO GIVE PUBLIC INPUT IN THE MEETING:**

If you would like to give public input for the meeting, please submit your written comments or a request to speak to [isleen.glatt@ashland.or.us](mailto:isleen.glatt@ashland.or.us), no later than by 10:00 a.m. on the day of the meeting. Please include the information above plus the topic you would like to speak on. For oral comments, you will be invited to unmute and speak during the Public Input portion of the agenda.

City of Ashland  
ASHLAND PARKS AND RECREATION COMMISSION (APRC)  
ASHLAND SENIOR ADVISORY COMMITTEE (ASAC)  
Meeting Minutes  
January 10, 2022

Committee Members Present:

- Anne Bellegia
- Cori Frank
- Mike Gardiner, Chair
- Mike Hersh
- Debra Johnson
- Kathy McNeal
- Stef Seffinger
- Sandy Theis

Staff Present:

- Isleen Glatt
- Natalie Mettler

**CALL TO ORDER**

Gardiner called the meeting to order at 3:30pm.

**OPENING**

Citizen guest: Linda Peterson Adams

**APPROVAL OF MINUTES**

**Motion:** Theis/McNeal m/s to approve the minutes from November 8, 2021. Voice vote – all AYES. Minutes approved.

**ADDITIONS OR DELETIONS TO AGENDA**

None.

**PUBLIC INPUT**

None.

**HOUSING AND HOMELESSNESS SOLUTION IN ASHLAND**

Linda Reid, Housing Specialist with the City of Ashland Planning Department, gave an overview of the City of Ashland's Affordable Housing Program (see [presentation slides](#)). The Affordable Housing Program uses financial and land use policy incentives to promote and regulate the stock of affordable housing in the community. As an entitlement jurisdiction for Community Development Block Grant (CDBG) funds, the City receives around \$175,000-200,000 annually from the U.S. Department of Housing and Urban Development (HUD) to meet national goals and objectives centered around the development of viable urban communities, principally for low/moderate income persons. She gave an example of HUD income guidelines that are used to determine eligibility, which the City also uses. While HUD funding is only for those who are Extremely Low Income at 30% of median income, the City also offers other programs to cover persons up to 120% of median income.

Reid added the following information during the question and answer period:

- The new units at Mountain Ave and E Main St, which many thought were meant to be affordable, are not considered affordable by the formal definition. For affordable housing units, the City uses a formula to calculate many factors, such as correlation between number of bedrooms and size of household, taxes, loan

cost, and HOA costs if any, to then set the maximum price for developers and target income for buyers, with deed restriction.

- HUD income guidelines are specific for home purchase rather than rental, however the City's independent program does have provisions for rental cost. Maximum rent is based on income level, or rental price is pegged to a separate HUD program called HOME.
- Duration of deed restrictions differs for different programs. The City's Housing Program began in 1992 with the deferment of System Development Charges (SDC) and with the option for homeowners to buy out earlier with interest. In 2004, the City updated their resolution and shifted from SDC deferral to deed restriction with no buy-out option. Currently, there is a 60-year period of affordability for rental units and 30-year period for home ownership or annexation (because standard mortgages are 30 years).
- Income levels are specific to our region (Jackson County or the Medford-Ashland Metropolitan Statistical Area), based on census data.
- Two regulated affordable housing complexes in Ashland are specific to seniors: Donald E. Lewis Retirement Center and Ashley Senior Apartments. These complexes may also admit a few non-seniors (disabled or housemates of seniors), and seniors may live in all other low-income complexes.
- The senior complexes do not feature universal design, nor is there a retrofit planned for existing complexes. However, newer developments are better at incorporating ADA standards for visitable units. In addition, tenants can request "reasonable accommodation" to make changes to their units, which their landlord may choose to grant. Tenants have to cover the costs of these alterations as well as the cost to return the unit to its original condition when vacating.
- The CDBG funds the City receives require a Consolidated Plan, part of which is focused on homeless populations, to whom 'presumed benefit' is applied (assumed low income without income review). Locally, regional coordination and interagency cooperation supports efforts to address the homeless population's needs through the Jackson County Continuum of Care. The City does not directly own or manage any properties for the homeless population. They disburse CDBG funds to non-profits and community partners to offer services for the homeless population. Still, the need is greater than funding and resources can address.
- CDBG funds come directly to the City, and the State also gets funding to distribute to communities without CDBGs, through community action agencies such as ACCESS. Additional recent funds have come from the CARES Act. The County does not use any housing or homeless funding directly but rather funnels funds from Emergency Solutions Grants to homeless service providers such as OHRA and Rogue Retreat.
- 30 new units affordable housing units are under construction in Ashland at Rogue Ridge Apartments, and 5 units under planning approval (Habitat for Humanity and KDA homes partnership). There are currently 406 affordable housing units in Ashland, including rental and ownership units, which is less than 5% of Ashland's housing stock. There are a few additional units that are part of the City's unique housing program.
- The vacancy rate is difficult to determine, but census data suggests that overall rental vacancy is around 4%. However, the Southern Oregon Rental Owners Association believes the rate is less than 1%, based on anecdotal reports from rental owners.
- There is a 3-year waitlist for newer units at Snowberry and Hyde Park. Jackson County Housing Authority (JCHA) also has a 3 to 4-year waitlist for their Section 8 Affordable Housing vouchers. JCHA gives voucher holders 60 days to find a unit whose rental cost is around \$850-900/month; holders may apply for an extension if they can't find a rental in time. Unfortunately, private market rents tend to be higher, so it is often challenging to find qualified housing. A person may be on housing waitlists in multiple cities, but that there is

an application fee per unit. The two low-income senior housing complexes in Ashland typically have a 2 to 3-year waitlist. Such affordable housing is a long process and not for emergency needs.

Reid closed by stating that the City's housing program is robust and more than most other communities the size of Ashland offer, though it still falls short of the need. Medford has recently improved their housing program.

## **OVERVIEW OF LOCAL UTILITY ASSISTANCE PROGRAMS**

Glatt stated that, in general, services for low-income residents are scattered and complex to navigate. The City offers several tiers of assistance programs for City-provided utilities; Glatt reviewed the list on the City's [website](#). The Senior Utility Discount is limited to very low-income residents and may offer 20-30% off a client's total utility bill. This discount also automatically enrolls them in the winter heating assistance program, ALEIP, which allows a more generous income limit and helps low-income City utility customers of all ages.

The City also offers assistance of \$100 on past due bills. Clients usually work with other agencies such as St. Vincent de Paul, Access, and Salvation Army to help pay the balance down to \$100.

## **STANDING REPORTS**

### **a. APRC Update**

Regarding APRC's work toward a long-term funding option for the agency, Gardiner reported that APRC is currently waiting for City Council to move forward with a planned survey to assess citizen priorities.

### **b. City Council Update**

Seffinger explained that the City will survey the public on their priorities because there is not enough money in the budget to pay for everything. This applies to the General Fund money that is mostly used to fund essential services. City Council is discussing what constitutes essential services, and whether some services might be provided in an alternative way. For example, cities are not legally required to have a fire prevention program, so Ashland Fire & Rescue's Firewise fire prevention program is moving to using trained volunteers instead of paid professionals. Citizen feedback is also being solicited about planned upcoming projects, such as the wastewater treatment plant and climate action/carbon reduction. It will be important for many and diverse citizens to respond, as usually only a small group of active citizens are engaged.

Bellegia voiced concern and skepticism about valid methodological expertise being engaged in the survey project, to capture senior needs and voices, and avoid weighting special interest groups. Seffinger echoed these concerns and stressed that the Council needs to hear more senior voices. She clarified that the survey is currently being developed by SOU. While the timeline is not yet known, the hope is to have the survey results by the end of summer. Seffinger asked if ASAC might contact either/or the City Council or SOU group developing the survey and ask to be able to offer input so that the survey is representative. Gardiner added that APRC is crafting a letter to request such input on the survey questions, including jurisdiction of senior services. Glatt noted, per Councilor Graham, that the survey will be mailed to every City utility subscriber and that it will be important for the City and all partners, such as ASAC, to do outreach to encourage survey completion. The survey won't be weighted but will be analyzed by different demographic groups or constituencies.

Bellegia noted that it is tricky singling out seniors when their needs affect whole families, such as if adults are unable to work while caregiving for children and/or elders. The crafting of questions is important to capture these diverse needs. She feels that the Livable Ashland workgroup should have a seat at the table; their membership includes key organizations such as Asante. Seffinger added the importance of recognizing that Ashland's senior population is higher than the state and national levels. Theis added the importance of educating citizens, so they understand that Senior Services is overseen by APRC and not the City directly.

Gardiner said he would bring ASAC's concerns to the next APRC Commissioner meeting and ask about including them in their planned letter. Seffinger noted the importance of the parks and trails systems to Ashland's economic wellbeing and livability; it is also important to budget for this stewardship. Johnson asked if the survey results will impact any decision about APRC becoming a district. Glatt answered that this will be a different discussion after the survey.

**c. Education Report**

Mettler shared about upcoming educational presentations: Mindful Yoga for Chronic Pain (1/26/22) and West Africa Virtual Tour (2/16/22).

**d. Senior Services Superintendent Report**

Glatt referred to her report included in the meeting packet. She highlighted that RVTD is planning on resuming their Ashland Connector program, which had been stopped due to staffing shortages. She also noted, in relation to the Walker Elementary construction next to Ashland Senior Center, that the reserved parking signs for patrons will be going up along Hunter Court in the next few weeks.

**ITEMS FROM ASAC MEMBERS OR WORK GROUPS**

They shared that the Livable Ashland work group met and shared what different stakeholders are doing to continue building synergy. Bellegia added that while the work group is moving slowly, these are encouraging developments with a lot of potential.

All members are wanting updates on the City survey process.

**Next meeting** – Monday, March 14, 2022, 3:30-5pm (Zoom)

**Adjournment** – 5:10 pm

*Respectfully submitted by Natalie Mettler, Senior & Adult Services Coordinator, Ashland Parks and Recreation Commission*

TO: ASAC

From: Committee to Protect Ashland's Mobile Home Parks

Date: 2/8/22

We are a group of mobile home park residents and homeowners who want to protect and enhance the affordable housing found in our city's mobile home parks. We ask for your support as we begin working with the Ashland Housing Commission to propose a new "mobile home park" zone that would protect parks from easy closure. Many parks have been closed in Oregon in the last decade and we want to prevent this in Ashland because our parks are filled with vulnerable residents, including many retired and elderly folks.

Ashland has three mobile home parks that house roughly 206 very-low, low-income and middle-income households (Wingspread, Tolman Creek, and the Pines). Under current law and regulation, these parks could be closed by their owners for redevelopment after one year's notice. The law does require a small payment of either \$6,000 or \$8,000 to displaced residents, but otherwise most residents would lose their investments. Mobile homes are too expensive to move and there are no parks that would allow a used mobile home in. Dozens of retired and elderly residents would have to abandon their homes and would likely have to leave Ashland because of the city's high housing costs.

The ordinance we are proposing is modeled after a City of Portland's 2018 ordinance which placed 56 mobile home parks in a new zone. This change now requires that owners must return to the City Council before a park closure and demonstrate that a closure would better serve the city's housing needs. This new requirement dramatically slows down park closures, increases the value of residents' homes because they can rely on stability, and protects affordable housing into the future.

Here again is a [VIDEO](#) we have made featuring our parks and residents. We are now working with a Work Group of the Ashland Housing and Human Services Commission to research our proposal and develop a plan. For a summary of the [Portland ordinance](#), see pp 6-9 of that document. It's a very technical document, but some might want to see the details!

We would be happy to offer more information, answer questions, and share suggestions on how you might support our effort. Your support could come, for example, in the form of a letter to the Housing Commission.

Thank you!

Cynthia Dettman, Delores Nims, and Alan Ackroyd, Wingspread Mobile Home Park

Contact: [cyndettman@gmail.com](mailto:cyndettman@gmail.com)

Kristal and Anais Urrutia, The Pines

Contact: [Anaisura6@gmail.com](mailto:Anaisura6@gmail.com); [krystalurrutia917@gmail.com](mailto:krystalurrutia917@gmail.com)

# ASHLAND PARKS & RECREATION COMMISSION

340 S PIONEER STREET • ASHLAND, OREGON 97520

## COMMISSIONERS:

Rick Landt  
Julian Bell  
Leslie Eldridge  
Jim Lewis



Michael A. Black, AICP  
Director

541.488.5340  
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## STAFF MEMORANDUM

**TO:** Ashland Senior Advisory Committee (ASAC)  
**FROM:** Isleen Glatt, Senior Services Superintendent  
**DATE:** February 9, 2022  
**SUBJECT:** Senior Services Superintendent's Report to ASAC

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### REOPENING UPDATE

- As of March 1, Ashland Senior Center resumed regular hours of M-F, 8:30am-3:30pm. Most onsite activities are resuming at Ashland Senior Center in March, while Line Dance and Tai Chi began at the Grove as of March 1. Masks continue to be required in the building through March 11, and distancing is maintained whenever possible.

During December 6 - February 28, the Senior Services Division office remained open to the public with limited hours of MWF 9:00am-1:00pm, despite challenges caused by the Omicron surge. Staff learned more about delivering in-person services during COVID-19 and developed a protocol for notifying class participants if someone alerts us afterward that they developed symptoms or tested positive.

We had expected some indoor programs in February, but some instructors chose to switch to Zoom and one cancelled. Staff arranged for Line Dance to use the Pavilion at North Mountain Park to be able to offer an in-person class in a sheltered outdoor space.

Our partner RVCOG Food & Friends resumed serving congregate meals on site at Ashland Senior Center as of January 10 with limited seating by reservation, but seniors did not start attending until mid-February.

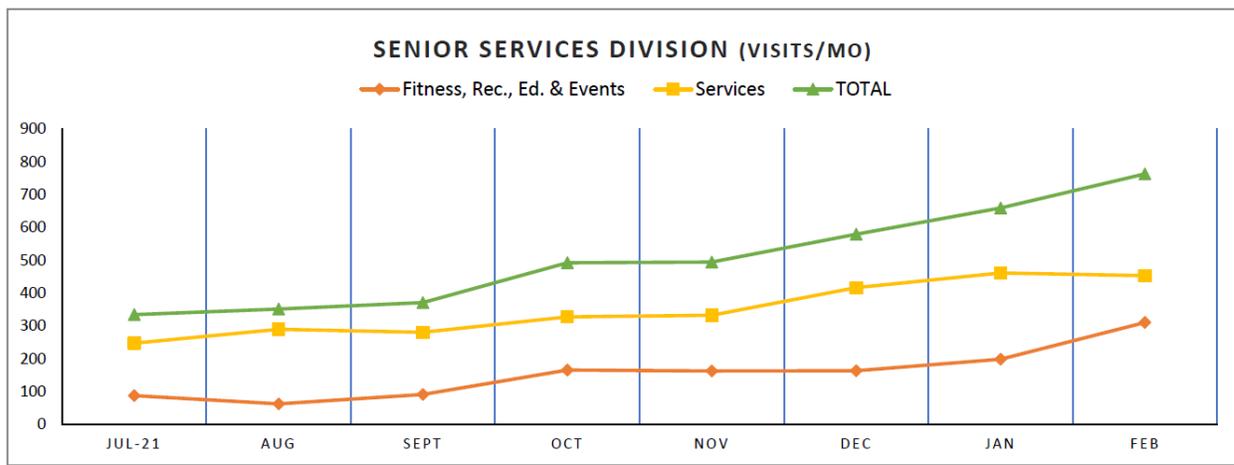
### PROGRAMMING & SERVICES

- Education Programs:** Abby Hatfield presented "Mindful Yoga for Chronic Pain" via Zoom on January 26. Coordinator Natalie Mettler and an Oregon colleague presented a "West Africa Virtual Tour" on February 16. ASAC member Anne Bellegia will present on "The Sense of Touch" on March 23.
- Digital Education:** Volunteer computer tutors resumed in-person visits in February. After many months of cancellations, we are hopeful that our partner Jackson County Library Services will be able to present in-person computer labs twice a month starting in March.

- **Free COVID-19 Test Kits and Masks:** Ashland Senior Center now offers free COVID-19 test kits provided by Jackson County Public Health. In addition, a private donor provided additional K95 masks to distribute to seniors.

## OPERATIONS

- **Service Statistics** for the first half of the fiscal year continued to emphasize services over activities during the pandemic, except for several successful drive through events. Contacts for both services and activities are climbing steadily since Ashland Senior Center reopened December 6, spiking up as more activities resumed in February. March will show a dramatic increase as all remaining activities resume.



- **Client Database:** The Senior Services Division is actively using the new database, allowing all three staff to access patron note to improve services to our patrons in real time. The database is now allowing us to collect and track emergency contact information and participation waivers from all patrons going forward, a long-standing goal for the Division.

## VULNERABLE SENIORS

- **Ashland Senior Phone Buddy** program still has space for new participants. Interested seniors may call 541-488-5342 to enroll. In addition, new volunteers should call for an application; trainings are offered several times per year.
- **New Quarterly Outreach Calls:** As noted in previous reports, the Senior Services Division has checked in on patrons by phone several times since the start of the pandemic with the help of volunteer and ASAC member Kathy McNeal. Now that we have a more powerful database in place, we were able set up and track a more consistent phone outreach program. Kathy McNeal will be calling the most vulnerable patrons quarterly to check in, identify needs, and offer the Ashland Senior Phone Buddy program and other services as appropriate. Staff will follow up to refer to community resources as needed.

## Ashland Senior Phone Buddy

**Stay connected with your community!**

Ashland Senior Phone Buddy program matches seniors with local volunteers for regular social phone calls.





**Ashland Senior Services Division**  
541-488-5342  
seniorinfo@ashland.or.us

## PARTNERSHIPS

- **Sponsors:** Right at Home, a home care provider, is sponsoring our weekly Friday movie series for March-December 2022 with a \$1000 sponsorship. The Springs at Anna Maria senior community in Medford, is sponsoring the monthly Young at Art class with a \$600 sponsorship. So far Ashland Police Department, Maple Ridge Senior Living, and Village at Valley View, and Bonaventure Medford have signed on for different events in 2022, and more sponsors are expected.
- **OHSU Nursing Practicum:** Senior Services Division has again signed up to be a practicum site for the OHSU Ashland nursing program. We expect one or two nursing students to start the end of March.
- **Jackson County Library Services:** Superintendent Glatt was invited to participate in focus groups for JCLS strategic plan. It was an honor to represent the needs of seniors with this important partner.
- **United Way of Jackson County:** Glatt was also asked to participate in community input portion of annual evaluation for United Way Executive Director.
- **SOU:** Glatt and Mettler met with Noriko Toyokawa, a new SOU faculty member who has replaced Mary Russell-Miller in teaching Psychology of Aging, to discuss opportunities for collaboration.

## PUBLIC AWARENESS

- **Senior News:** The [February](#) and [March Senior News](#) issues each introduced more programs resuming, including many in-person programs resuming in March. Each issue also shared education opportunities and community resources to assist seniors.



## BUDGET/FACILITIES

Facilities have occupied a disproportionate amount of staff time during the last two months, but most work was completed in time for our full reopening in March.

- **Maintenance:** Ashland Senior Center has suffered a series of additional facilities issues lately, not uncommon for this aging building.
  - The range in the Food & Friends kitchen has failed. Although major appliances are normally the responsibility of APRC as the host site, Food & Friends had a private donor who funded the range to allow both our organizations to save funds for programming. As part of environmental sustainability goals, the gas range was replaced with an electric range.
  - The old vinyl flooring in the small computer room was damaged during a water leak caused by problems with the water heater in that room. The water heater was replaced in January, but the attempt to reglue the vinyl failed, causing a tripping hazard (see image). We are investigating repairing vs. replacing the flooring.
  - Multiple plumbing challenges occurred in February, including both leaks and drain issues. Happily, the new vinyl planking is very water resistant, and showed no damage after a water leak in one of the women's bathrooms.

- **Custodial Service:** During the pandemic, staff cut costs by reducing Pathways custodial service at Ashland Senior Center from five days a week to just one day a week. Pathways service returned to five days a week as of March 1 as full building use resumed.
- **Impact of Parking Lot Construction at Walker Elementary:** Construction is well underway, but so far has not impact the streets or parking. However, the City of Ashland Water Department had to move the water meter that serves Ashland Senior Center, and APRC incurred unexpected plumbing costs for the internal plumbing required.



- **Parking Signs** have been installed on Hunter Court reserving parking for Senior Center patrons, as requested by ASAC and approved by the Commission. Two signs are on posts, and three are on the pool fence.

- **Furniture & Supplies:** Staff have completed a long-standing goal of replacing heavy tables and damaged folding chairs with event furniture that is more versatile and safer for staff to move daily for different activities. In 2019, ASAC had endorsed the use of donated funds held in Ashland Parks Foundation for this purpose, but it was delayed due to lack of staff time to identify products and make the purchases.

Staff recently purchased 16 smaller “seminar” tables, a table dolly, 60 folding chairs, and a chair dolly. In addition, a \$500 donation in memory of beloved yoga teacher Marion Moore supported the purchase of yoga blankets, blocks and straps and a wheeled shelf unit.



## PATRON/INSTRUCTOR FEEDBACK

- “You guys are my favorite resource in the whole wide world. I would call you before I would call anyone else.”
- “Thank you for helping me connect to ADRC for a free laptop [through pilot program]. The Senior Center has been a very good force in my life.”
- “What a joy to work with you and the Senior Services Division of Ashland Parks & Rec. My experience offering yoga (Zoom primarily) through the pandemic was fun and memorable, and I really appreciate the support (technological and personal) to have been able to offer my services to the seniors during that time.” – *Instructor*

## STAFF TRAINING

All staff completed IT Security Awareness training in February. Other recent webinars include:

- Glatt: Older Adults & Parks: How can Parks help us to live Older, Healthier, Happier? (NRPA); Being a Leader: Navigating Race, Gender & Neuro Diversity through Relationships (ORPA)
- Mettler: Making a Difference: The Power of Telephonic Support