

Conference Report

CLIENT: City of Ashland
PROJECT: Facility Master Plan
LOCATION: Ashland, Oregon
REPORT NO. 15
JOB NO. 0752
DATE: April 17, 2008

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UNLESS WRITTEN OBJECTION IS RECEIVED WITHIN SEVEN DAYS, WE ASSUME THE STATEMENTS CONTAINED HEREIN ARE ACCEPTED

PRESENT: Frannel, Woodley, Chapman, Kramer, Seltzer, Olsen, Shostrom, Peters (for Morrison), Ogden, Voisen, Hardesty, Broomfield

I. PURPOSE OF MEETING: Facility master plan update and property tour

II. GENERAL DISCUSSION

- A. Ogden updated department layouts. Having received feedback from Administration, IT and Com Dev these plans were distributed. One additional layout for Admin will be forthcoming with Legal upstairs and HR downstairs.
 - 1. Exterior elevator at existing city hall cannot be eliminated, it is shared by Shakespeare.
 - 2. Security and Public Entry is much improved with these layouts.
 - 3. Ogden provided an example cost spread sheet. This format is currently being established, cost will be refined as the refined cost data is received.
- B. Ogden presented possible options for new facilities downtown. Conceptual diagrams and potential cost estimates for each option were provided. Ogden explained costs are based on industry standards, more refined estimates are in the process of being developed. These estimate sheets will be updated as costs are developed, the handout provided are primarily to show format at this time.
 - 1. Option One – Hargadine Parking Lot
 - a. Single story building, ½ of upper tier
 - b. Single story building occupying entire upper level of parking lot
 - 2. Option Two – Lithia Way / Pioneer Street Parking Lot
 - a. Single story building
 - b. Two story building
 - 3. Option Three – Wells Fargo Property
 - 4. Option Four – Second Story of Com Dev Building
- C. Comments on Downtown options
 - 1. All options should consider maximum build out of sites. A single story building should not be considered for the downtown core.
 - 2. Parking loss will be a concern. Options to provide additional spaces downtown need to be considered.
 - 3. It is unlikely the second story Com Dev option will be viable. Property acquisition is unrealistic. Neighbor views need to be considered.

4. If the Wells Fargo option is to be developed further, the entire site should be developed, so that buildings face both Lithia Way and Main Street. The property acquisition allowance shown is probably too low, should be more in the \$4,000,000.00 range. The historical Oregon Hotel once occupied the site Kramer will forward images to the committee. A rebuild of that image would be significant.

D. Fire Station # 2

1. Ogden said he had reviewed the program of spaces of the proposed facility provided by Woodley. He said the space allocations are not out of reason for the functions they need to accommodate. Cost can potentially be reduced by simplifying the design and materials, yet maintaining durability. The design for a building in the vicinity of fire station # 2 does not necessarily need to mimic the design of the fire station downtown.
2. Ogden reviewed the costs and configurations of the stations being constructed in Grants Pass.
3. The largest allocation of square footage for station #2 is for the apparatus bays. 6 vehicles and one trailer need to be housed inside.

E. Public open houses

1. Seltzer discussed the revised format for the open houses. There will be three venues, City Hall, Civic Center with Police and 90 North Mountain and Fire Station #2. The dates for these meetings are May 12, 13 and 15.
2. The main objective is show the public the facilities that have space issues. Committee members and departments will lead tours, answer questions and solicit citizen input on the proposed changes. Citizen will be asked which public buildings they access and the importance of city government located in the downtown.




F. Misc. Discussion

1. The chamber should be utilized to solicit the opinions and needs of downtown merchants.
2. There may be property available for the yard at the airport.
3. Ogden was asked if a future parking projection/needs analysis would be included in this report. Ogden stated he did not have the tools or resources available to make that analysis.
4. Hardesty asked if Ogden had reviewed the availability of the SOS plumbing property on Water Street. Ogden said, “ he hadn’t, but would review”.

G. Property tours

1. Washington Street Properties
2. Gun Club
3. Ashland Street Property
4. North interchange properties
5. Eagle Mill Road Property
6. Emperatrice Property
7. Mountain Ave Property

H. Next meeting Scheduled for May 1st, 2:00 pm at the Com Dev Bldg.

Route to:	 Ogden	 Roemer	 File
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