



MINUTES FOR REGULAR BUSINESS MEETING

PARK COMMISSION

December 3, 2025

Council Chamber, 1175 E Main – 6:00 PM

Commissioners Present: Adams, Bachman (Chair) Gardiner, Landt (Vice Chair), Weiner

Staff Present: Deputy Attorney Zaharan, Director Houston, Deputy Director Dials, Executive Assistant Mero

Absent: N/A

I. **CALL TO ORDER** – Chair Bachman called the meeting to order at 6:00 PM

II. **ROLL CALL** – Commissioners Gardiner, Weiner, Bachman, Adams, and Landt all present.

III. **APPROVAL OF MINUTES**

1. Park Commission Business Meeting October 1, 2025

2. Park Commission Study Session November 5, 2025

3. Park Commission Regular Business Meeting November 12, 2025

Chair Bachman asked for approval of the minutes by unanimous consent. No objections made, minutes approved.

IV. **ADDITIONS OR DELETIONS TO THE AGENDA** – N/A

V. **PUBLIC FORUM**

Vince Doyle, Ashland: Beekeeper, member Southern Oregon Beekeepers Association. Very concerned about the use of Glyphosate. Noted Ashland is a Bee City. Quoted a research paper from 2018 regarding Glyphosate's disastrous effect on bees. Asked the Parks Department to ban its use.

Francesca Fericano, Ashland: Spoke of her three dogs dying in three years of tumorous cancer/acute liver failure because she lived downslope from a vineyard that used Roundup (in Talent). Can't prove it was the Roundup but thought it odd. Encouraged using alternative methods for weed control.

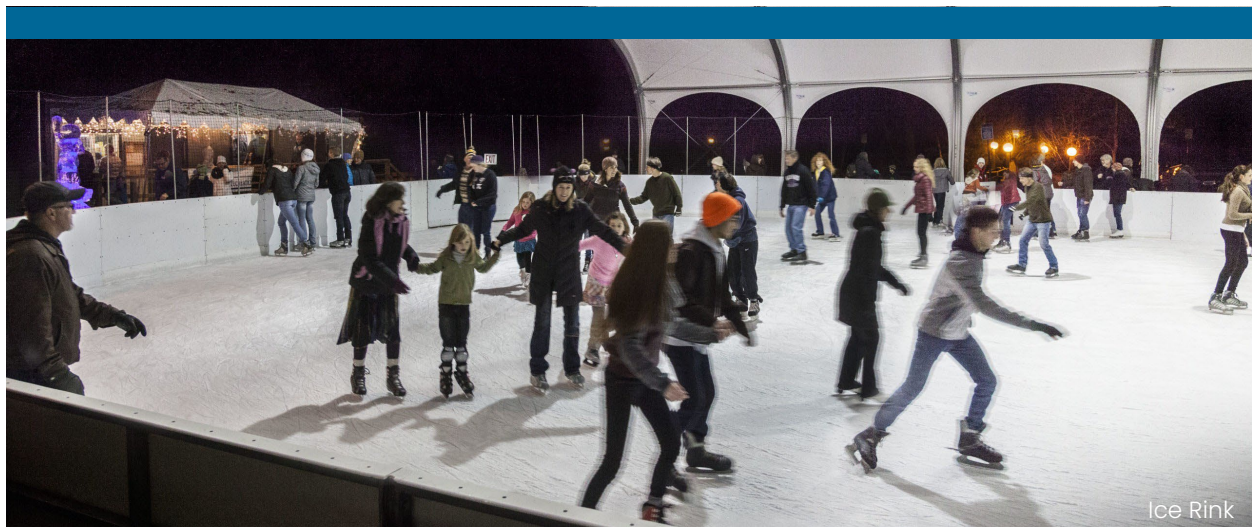
Angelina McClean, Ashland: Concerned about the policy change made in August 2025 regarding pesticide use in the medians (Please see McClean's written statement at the end of these minutes).

Flavia Franco (did not state city of residence): Spoke on behalf of Bellview Grange #759. They are opposed to the spraying of Glysohate on City medians. Encouraged the use of nontoxic substitutes for weed control like soap and vinegar. Stated data regarding the extensive use of Glysohate in the US and world-wide. Human danger, pollinator danger, etc. Thousands of lawsuits. Also mentioned Ashland's Bee City status. Bellview grange asks that Parks landscaping practices include eliminating the use of Glysohate.

Sharon Bryson, Ashland: Spoke against the use of Glysohate. Referenced a new code, acknowledging that the Commission didn't write it. Asked that the code be reversed or adjusted. Stated workers should know how to protect themselves by using cones or blinking lights on their vehicles. Urged the Commissioners to develop a policy that Parks stop using this poison.

VI. CONSENT AGENDA – N/A

VII. DIRECTORS REPORT – Director Houston



Ice Rink

Director's Report





Ice Rink

History: Parks Department transitioned from seasonal ice rink structure to keeping it up permanently to reduce approx. \$100,000 annual cost.

Required building permit due to change from temporary to permanent structure.

- ☐ Updated Structural Plans from manufacturer
- ☐ Determined the plans needed an Oregon PE Stamp
- ☐ Hired Architect to complete application process and ensure compliance with Oregon Building Codes
- ☐ Completed Special Inspection (structural engineer assessment)

Issue: Manufacturer laid off structural engineer prior to getting Oregon PE Stamp and sending the updated structural plans



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Ice Rink

Plan:

Plan A – Manufacturer is working to get their structural engineer to complete work and get stamp

Risk – No determination on Oregon PE stamp yet

Plan B – Hire new structural engineer to review plans and stamp them

Risk – Will take until mid-January at earliest to get plans

Best Case Scenario: We get the plans next week and have Ice Rink open by December 20th

Worst Case Scenario: We will not be able to open Ice Rink for this season due to not having an occupancy permit.



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Questions/Discussion:

- It is permitted for seasonal use but not permitted for permanent use. Is that how we have been able to have it up for the last 25 years? A: As a temporary structure the fire marshal was allowed to give a permit to have it up for six months. The six months ended on October 15. Also looked at taking the structure down. If we could

find a contractor, that would take about 30 days, and then everything would have to be put back up at an additional cost of \$100,000.

Median Operations

Director's Report

Median Operations

Issue: Concern raised that staff were using herbicides in the medians

History: AMC 9.28 allows herbicides to be used on City lands. Park Commission, at request of Public Works, modified Department Integrated Pest Management policy to clarify that park staff are permitted to use herbicides on city lands (policy still applies otherwise to parklands)

Department plans to continue to follow AMC 9.28 and the Department's Integrated Pest Management policy moving forward.



AMC 9.28 allows herbicides to be used on public lands. The Parks Department has its own Integrated Pest Management (IPM) policy. That policy was altered to allow Parks staff to use herbicides when they work on City land (in medians for example). All Parks staff who apply pesticides are licensed and they follow the requirements for safe application. Noted using Casaron (a post emergent) in the medians. Noted changing requirements/codes of weed suppression for all land owners in the City due to fire mitigation. Use weedeaters a lot. The longer staff is out there, the riskier it gets.

Director Houston agreed that it is a poison but applied properly, all the information he's familiar with says it's safe to use.

Questions/Discussion:

- Voted to approve the limited use of Glyphosate for staff safety vs. automobiles. Aware that it should be used with great respect.
- Is the Parks herbicide use policy much more restrictive than the rest of the City's?
A: Yes, our use is safety related and at the Golf Course. For exceptions we have to come to the Park Commission for permission.

- Noted the Park Commission makes some exceptions for safety. Parks staff must consult the Commission to make changes to Park's IPM Policy.

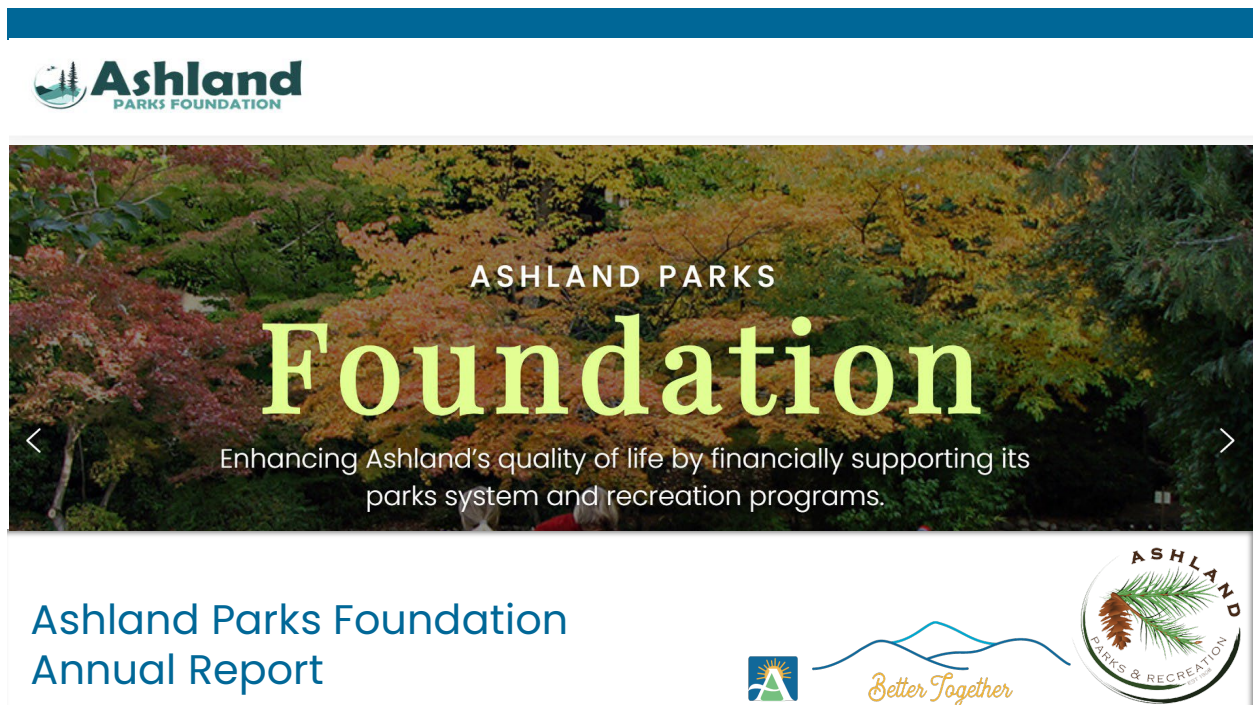
VIII. BUSINESS

1. Ashland Parks Foundation Annual Report – Mike Gardiner, President

The Ashland Parks Foundation's mission is: Enhancing Ashland's quality of life by financially supporting its parks system and recreation programs.

Noted adding Pat Acklin to the board, and hiring Teresa Fernandez as the administrator. Also hired a consultant to develop a strategic plan with a goal of raising a \$10 MIL endowment.

Butler-Peruzzi groundbreaking will hopefully be in early to mid-spring 2026. Help from local historian George Kramer, working with the City, working with Dale Shostrom, retired architect. Working on a contract with Outlier Construction.



2026 DONATIONS & GRANTS SUMMARY



(as of 12/01/2025)

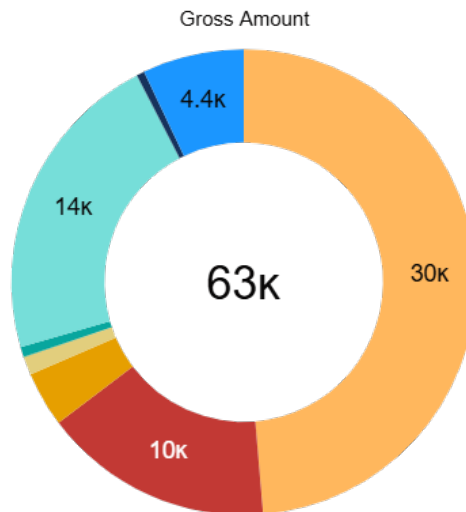
Fund: Fund Name ↓	Opportunity Type ↑	Gross Amount	Record Count
Unrestricted - General 2025	Donation	\$15,782.39	32
	Grant	\$30,498.07	85
Senior Services - General 2025	Donation	\$5,175.45	9
Pickleball 2025	Donation	\$8,005.52	5
	Grant	\$10,031.00	3
Perozzi Fountain 2025	Donation	\$52,108.35	21
	Grant	\$2,400.00	1
Nature Center General 2025	Donation	\$2,081.53	15
	Grant	\$800.00	1
Lord Property 2025	Donation	\$12,040.00	3
Lithia Park 2025	Donation	\$36,754.38	5
Lithia Park 100-yr Book 2025	Grant	\$434.20	1
	Sales	\$104.79	3
Japanese Garden Donations 20	Donation	\$36,069.20	176
General - Rec Division 2025	Donation	\$11,359.28	12
	Grant	\$13,707.85	10
General - Parks 2025	Donation	\$350.00	2
	Grant	\$350.00	1
Crystallizing Our Call 2025	Donation	-\$2,910.17	2
	Grant	\$4,421.71	1
Adopt-a-Trail 2025	Donation	\$2,000.00	1



ALL FUNDS GRANTS SUMMARY

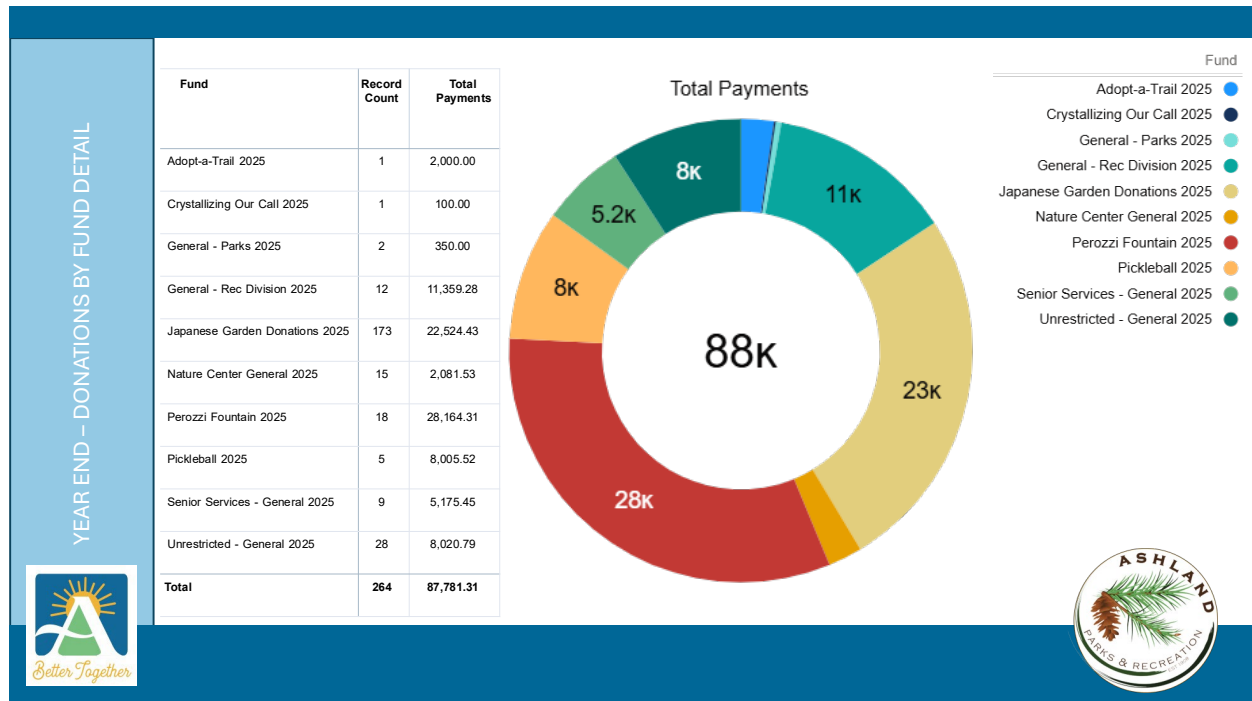


Fund: Fund Name	Opportunity Record Type	Record Count	Gross Amount
Unrestricted - General 2025	Grant	85	30,498.07
Pickleball 2025	Grant	3	10,031.00
Perozzi Fountain 2025	Grant	1	2,400.00
Nature Center General 2025	Grant	1	800.00
Lithia Park 100-yr Book 2025	Grant	1	434.20
General - Rec Division 2025	Grant	10	13,707.85
General - Parks 2025	Grant	1	350.00
Crystallizing Our Call 2025	Grant	1	4,421.71
Total		103	62,642.83



- Fund: Fund Name
- Crystallizing Our Call 2025
 - General - Parks 2025
 - General - Rec Division 2025
 - Lithia Park 100-yr Book 2025
 - Nature Center General 2025
 - Perozzi Fountain 2025
 - Pickleball 2025
 - Unrestricted - General 2025





Questions/Discussion:

- Thank you for the great work that benefits the community. The foundation is a 5013C, so donations are deductible from taxes.
- What happens with the donations collected at the Japanese Garden? A: The donations go to the long-term maintenance fund for the garden (started by Jeff Mangin).
- Donations that are not needed immediately are reinvested. Not sustainable but do help grow funds.

2. 2026 Park Commission Meeting Schedule – Director Houston

SUMMARY – Each year In December the Park Commissioners review and approve the meeting dates for the upcoming year to meet public meeting notice requirements.

POLICIES, PLANS & GOALS SUPPORTED – The City of Ashland charter identifies that the Park Commission (PC) shall meet routinely to formulate and adopt rules and regulations for the management of park lands.

FINANCIAL CONSIDERATIONS – PC Regular Business Meetings are live-streamed, broadcast, and recorded by Rogue Valley Television at the current rate of \$6,000.00 per biennium.

PROPOSED ACTIONS OR MOTION(S) – Move to approve the 2026 PC Meeting Schedule

ATTACHMENTS – Draft 2026 PC Meeting Schedule

January 7	Retreat – PROS PLAN	Council Chamber	
January 14	Regular Business Meeting	Council Chamber	
February 4	Study Session	Council Chamber	
*February 11	Joint/Business Meeting	Council Chamber	PC Hosts
March 4	Study Session	Council Chamber	
March 11	Business Meeting	Council Chamber	
April 1	Study Session	Council Chamber	
April 8	Business Meeting	Council Chamber	
May 5	Joint Meeting w/ Council	Council Chamber	Council Hosts
May 13	Business Meeting	Council Chamber	
June 3	Study Session	Council Chamber	
June 10	Business Meeting	Council Chamber	
July 1	Study Session	No Meeting – Summer Break	
July 8	Business Meeting	Council Chamber - <i>Tentative</i>	
August 5	Study Session	No Meeting – Summer Break	
*August 12	Joint/Business Meeting	Council Chamber	PC Hosts
September 2	Study Session	Council Chamber	
September 9	Business Meeting	Council Chamber	
October 7	Study Session	Council Chamber	
October 14	Business Meeting	Council Chamber	
November 3	Joint Meeting w/Council	Council Chamber	Council Hosts
November 11	Business Meeting	Council Chamber	
December 2	Retreat	Council Chamber	
December 9	Business Meeting	Council Chamber	

*Joint refers to a joint meeting with City Council.

Questions/Discussion:

- Correction to the schedule: The December business meeting will be on the 2 and the December 9 meeting will be deleted from the schedule.
- Recommendation to use the second half of joint meetings for PC business.

Motion: I move to approve the schedule for next year as presented with the changes for December where the business meeting is on the 2 and no meeting on the 9.

Motion: Landt

Second: Adams

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
<u>Adams</u>	<u>Yes</u>	<u>Landt</u>	<u>Yes</u>		

3. Winburn Way Safety – Director Houston

Public Forum for Business Item VIII3.

Nick David, Ashland: Called out an inaccuracy in the brief/packet regarding the Transportation Advisory Committee’s recommendation. (Please see Mr. David’s full written testimony at the end of these minutes.)

Gary Shaff, Ashland: Encouraged Commissioners to review written comments submitted on Winburn Way Safety by Streets 4 Everyone. Speaking for himself tonight. Paraphrased from the LPMP Recommendation #20. Dogwalkers mostly use Winburn Way because they don’t have an alternative. Most pedestrians do not walk there because there isn’t a legitimate place for them. Asked Commissioners to designate a place for pedestrians, create the parallel disabled parking spots, and include raised sidewalks in multiple places along Winburn Way.

SUMMARY – The Lithia Park Master Plan (LPMP) identified a recommendation to address safety on Winburn Way. As part of the FY26–27 Department Work Plan, the Park Commission (PC) identified that the Ashland Parks and Recreation Department (Department) would work on a proposed solution to improve safety on Winburn Way through Lithia Park. This is in addition to the previous PC direction to add ADA improvements from Winburn Way to the Japanese Garden.

In March 2025, the PC created a working group comprised of Commissioner Gardiner, Commissioner Weiner, and Director Houston. The working group spent seven months reviewing options, assessing safety needs, and reviewing feedback from the community, other departments, and committees, and reviewing plans associated with this project.

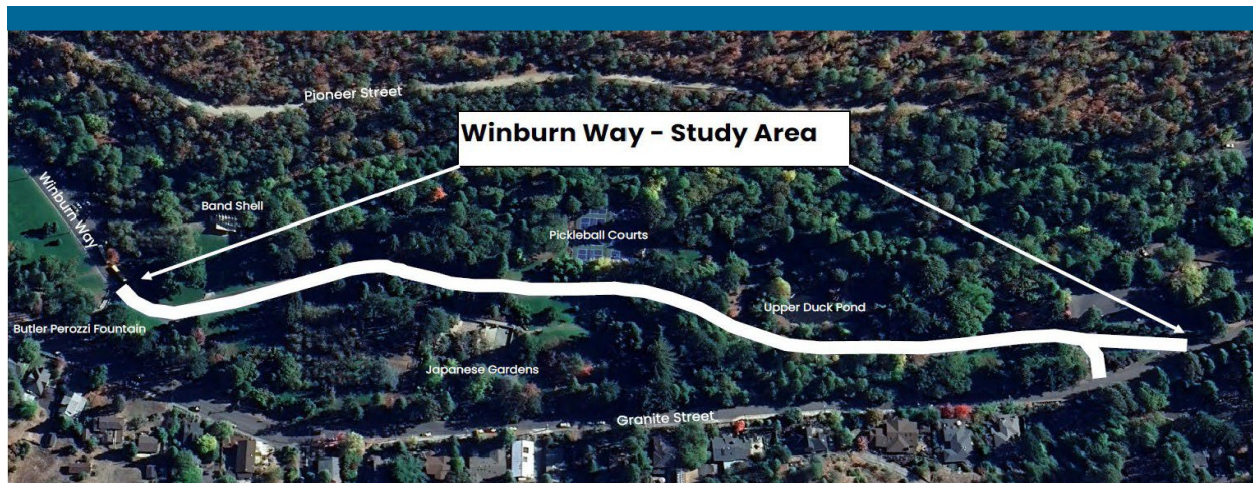
Based off public and PC feedback, the preferred direction is developing a project that will entail adding parallel ADA parking stalls, improving the ADA access to the Japanese garden, and installing an eight-foot designated pedestrian route inside the road way.

POLICIES, PLANS & GOALS SUPPORTED – This will address the Department Work Plan’s item number six.

FINANCIAL CONSIDERATIONS – There is an approved capital budget line item for up to \$50,000 to complete this project and other LPMP tasks identified under item number six in the Department Work Plan.

PROPOSED ACTIONS OR MOTION(S) – Move to direct staff to add an eight foot designated pedestrian route to the existing ADA access project scope of work to improve pedestrian safety on Winburn Way within Lithia Park.

ATTACHMENTS – N/A



Winburn Way Safety



WINBURN WAY SAFETY

BACKGROUND

- **Lithia Park Master Plan** identified a recommendation to address safety on Winburn Way.
- **FY 26-27 PC Work Plan** identified the Department would work to find a solution to improve safety on Winburn Way.
- **March 2025** Park Commission created a working group of Commissioners Gardiner, Commissioner Weiner & Director Houston.
 - 7 months reviewing options, public engagement, and developing recommendation based on input.





Summary of Public Engagement

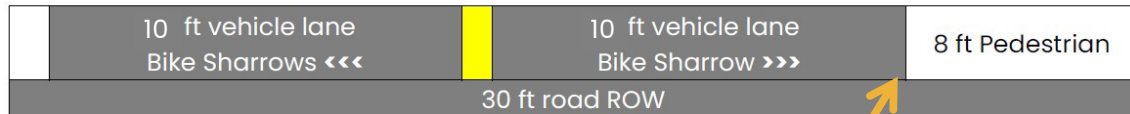
- **Open House** – Reviewed all options & got feedback. Option 1 received highest votes, with Option 3 being 2nd.
- **Public Comments** – 79% wanted to keep Winburn Way open to vehicular traffic to not increase traffic on Granite (note: additional input on what do varied significantly beyond that); 36% would like to see some traffic calming; 10% want to close Winburn Way to vehicles
- **Public Comments since 11/5/2025** – Provided to Commission



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Winburn Way

Recommended Roadway Safety Improvement



Double White Lines

Proposed Motion: Move to have staff add to the approved Japanese Garden ADA improvements the Winburn roadway safety improvements that will provide a dedicated 8 ft wide pedestrian path in the roadway and delineate vehicular lanes.



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Questions/Discussion:

- What is a sharrow? A: A sharrow communicates to vehicular traffic that there will be bikes in the roadway.
- What about adding a decomposed granite (DG) path (mentioned at November meeting)? A: PC didn't direct staff to follow up. The roadway will be widened with a DG path at the ADA street parking.

- Didn't remember the working group adding the double white line in Option 1B. A: It was added in the packet.
- Is a double white line an ODOT requirement? A: It's an option that's used a lot.
- Is ten feet an adequate pedestrian lane? A : Yes in a 15 mile per hour speed zone.
- Has the PC seen modified plans for the ADA parking since the cutouts were eliminated and the plans were updated? A: No. Director didn't understand he needed to bring them back to the PC for approval.
- Discomfort expressed with the proposed motion from the packet as the Commissioners have not seen the updated ADA access plans.

Motion: I move to approve the recommended roadway safety plan as presented with 10 foot vehicular lanes, and an eight foot pedestrian lane, vehicular lane and pedestrian lane separated by a double white line which takes up two feet for a total of 30 feet of the existing Winburn Way.

Motion: Landt

Second: Gardiner

Speaking to the motion :

- Taking a piece out of what was in the proposed motion because they haven't seen the updated plans for the ADA parking.
- Not going to vote for the motion. Previously requested by at least one commissioner to break the plan into three parts. Safety measures and ADA parking need to be done together. There will need to be a pedestrian path off the road across the street to accommodate the space taken up by the ADA parking spots.
- Vote against the motion. Wants to see the design of the plan. Agreement that the ADA and safety measures have to be done together.
- Doesn't understand how the ADA parking will work out. Also wants to see a plan to aid in visualizing the area of the road. Thinks the double line may be unwise.
- If this motion doesn't pass can another motion be made even if it is similar? A: Yes.
- Zahran recommended finishing the discussion and taking a vote on the current motion.

Vote:

<u>Gardiner</u>	<u>No</u>	<u>Weiner</u>	<u>No</u>	<u>Bachman</u>	<u>No</u>
<u>Adams</u>	<u>No</u>	<u>Landt</u>	<u>Yes</u>		

Motion: I move to table any decision on the Winburn safety improvement project at this meeting and request staff bring back depictions of what the project would look

like with and without the center line and what the ADA parking section would look like for an action. I'd also like to see as part of the presentation a cost estimate with regards to a DG pathway alongside.

- Much of the public feedback received recommended doing nothing. Must be clear about the work being proposed.
- Would like a visual on the proposal.
- DG path clarification. Is the ask for the whole path? Would take a lot of work, time, money.
- Motion has way too many elements.
- Weiner asked to amend the motion by removing the part asking for a cost estimate for a DG pathway alongside.
- The amendment helps but there are still issues.

Amended Motion: Move to ask staff to bring back to the body depictions of what the proposal looks like with and without the center line and to include design depictions of the ADA parking.

Motion: Weiner

Second: Adams

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
<u>Adams</u>	<u>Yes</u>	<u>Landt</u>	<u>Yes</u>		

- Is it doable for staff to bring back the ADA drawings? A: Will confer with staff on existing ADA plan sets to see if these elements can be easily added.
- Clarification on the double white line, it isn't depicted. A: Staff would come back with an option where the center line is depicted. Will need to communicate with staff on what is needed from the engineer.

Motion: Move to table immediate action on Winburn Way, instruction to bring back depictions of what it looks like with and without center lines and with ADA improvements.

Questions/Discussion:

- There's no timeline on this and that is disconcerting. A: If the engineer is not needed, we would work to bring it back to the first business meeting of 2026 meeting. If the engineer needs to be engaged, it might be brought back in February.

- Noted this work would have to be done anyway. A: Yes, with this modification there might be additional costs.
- Discussion regarding amending the motion to establish a time certain.

Motion of Amendment: I move to amend the motion to include a time certain of February 11.

Motion: Bachman Second: Gardiner

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
<u>Adams</u>	<u>Yes</u>	<u>Landt</u>	<u>Yes</u>		

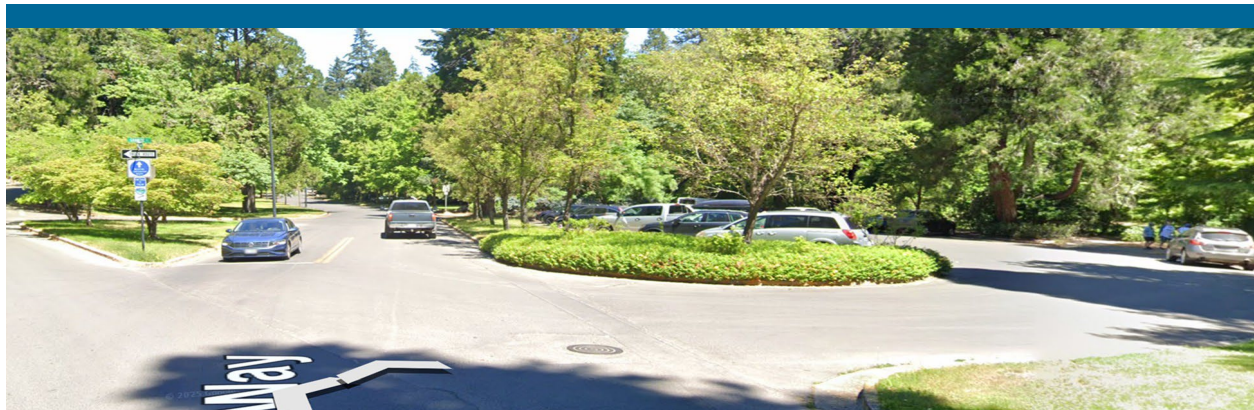
Motion: I move to table immediate action on Winburn Way, with instruction to bring back depictions of what it looks like with and without center lines and with ADA improvements and with a time certain of the Park Commission business meeting on February 11, 2026.

Motion: Weiner Second: Adams

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
<u>Adams</u>	<u>Yes</u>	<u>Landt</u>	<u>Yes</u>		

4. Modification of Winburn Way/Granite Street Y Intersection – Director Houston



Modification of Winburn Way/
Granite Street Y Intersection





Winburn Way / Granite Street Y Intersection

Issue: Sightlines southbound on southern portion of Y are limited; Northbound from Granite onto Winburn Way allows higher speed.

History:

- Working group identified it (Houston proposal).
- Transportation Advisory Committee identified it as their primary safety improvement recommendation (if any action taken).
- Public Works concurred and recommended design.



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Public Works proposed solution



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Winburn Way / Granite Street Y Intersection

Proposed Motion:

Move to direct staff to add the modification of the Winburn Way/Granite Street Y intersection to the project scope of work to improve pedestrian safety on Winburn Way within Lithia Park.



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SUMMARY – The Lithia Park Master Plan (LPMP) identified a recommendation to address safety on Winburn Way. As part of the FY26–27 Ashland Parks and Recreation Department (Department) Work Plan, the Park Commission (PC) identified that the Department would work on a proposed solution to improve safety on Winburn Way through Lithia Park. This is in addition to the previous direction to add ADA improvements from Winburn Way to the Japanese Garden.

In March 2025, the PC identified a working group comprised of Commissioner Gardiner, Commissioner Weiner, and Director Houston. The working group spent seven months reviewing options, assessing safety needs, and reviewing feedback from the community, other departments, and committees, and reviewing plans associated with this project.

The working group identified the vehicular safety (sight lines from the southern portion of the Y) as a potential modification to improve safety for vehicles leaving the park southbound. The Transportation Advisory Committee identified this as their primary recommendation to improve safety at the intersection. Public Works concurred and recommended the design be presented to the PC in November 2025.

The completion of this modification of the intersection would retain vehicular access to Winburn Way through Lithia Park. This modification would retain access to, and the design of the existing parking lot located northeast of the intersection, while providing the opportunity for additional parking spaces. This modification would improve safety for vehicles leaving the park on Winburn Way (southbound) and reduces vehicle speed for those entering the park (northbound).

Staff recommends having the intersection added to the Winburn Way Safety project.

POLICIES, PLANS & GOALS SUPPORTED – This will address the Department’s FY26–27 Work Plan item number six.

FINANCIAL CONSIDERATIONS – There is an approved capital budget item up to \$50,000 to complete this project and other LPMP tasks identified in item number six of the Department’s FY26–27 Work Plan.

PROPOSED ACTIONS OR MOTION(S) – Move to direct staff to add the modification of the Winburn Way/Granite Street Y intersection to the project scope of work to improve pedestrian safety on Winburn Way within Lithia Park.

ATTACHMENTS – N/A

PREPARED BY: Rocky Houston, Director

Questions/Discussion:

- This work would be added to what we've just postponed until February 11? A: Yes
- Would the cost be known by then? A: No
- Could the Parks Department do this without other city department's involvement. A: No it would need to be engineered and stamped.
- Could get an estimate on the curb and gutter footage of the median from a concrete company that has a contract with the City.
- At its narrowest width, how wide is the park row? A: Four to six feet.
- Asked for some background from Director Houston's meeting with the Transportation Advisory Committee (TAC). The minutes from that meeting don't reflect the TAC directing Parks to do this work. A: TAC didn't provide an action or take a vote. Each member asked questions and gave significantly varied comments.
- A common theme from the meeting with TAC - there were no accidents in this section of road so no work is needed. They did concur that raised crosswalks would help make the area safer.
- Director Houston met with Public Works staff at the site. They took some measurements which informed his drawings presented tonight. They also reviewed engineering and permitting requirements.
- Noted there isn't a direct connection in this area for walkers. Good opportunity to make one. A: Public Works advised against this idea for safety reasons.
- At the working group meetings, the safety issue at the Y came up after the discussion of the main roadway. Wanted to continue the safety 'pathway' all the way up Granite. An opportunity to make the Y intersection area safer.
- Makes sense to wait until after the water treatment plant is completed as Granite will need repairs/improvements from all the work vehicle traffic.

Motion: I move to table this redesign of the Y indefinitely.

Motion: Adams

Second: Weiner

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
<u>Adams</u>	<u>Yes</u>	<u>Landt</u>	<u>No</u>		

Speak to Motion:

- Creates as many problems as it solves. Noted potential expense of creating the median with plantings, etc.
- A host of problems regarding how this portion of the project progressed. Good opportunity to work with other City departments in the future. Not the right plan.
- Some discomfort with the word indefinitely.

- Some good components in the plan. A good starting concept.
- How many traffic accidents in that area. How safe is it now?
- Not the appropriate time for that conversation.
- Asking a clarifying question to the Director that is relevant to the debate which is in order. The Chair interrupting that question would be out of order.
- Zahran: Allow the question for clarification and then wrap up the conversation to get to the motions.
- A TAC member looked at data on accidents from the Granite Street section, don't remember the exact specifics it was 5 or 15 accidents from Nutley Street to the Y.
- The exact data is that there was one accident at the Y since 2018. It was a rearend.
- The word indefinitely in the motion does not preclude bringing the item back at any time. It simply doesn't set a time to bring it back.

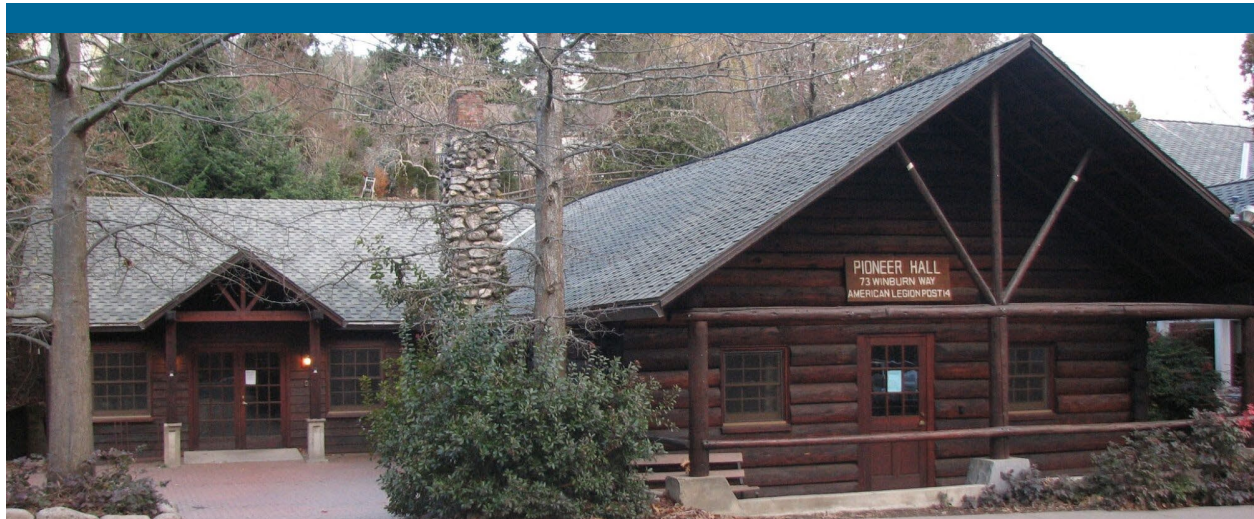
Motion: Weiner

Second: Adams

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
<u>Adams</u>	<u>Yes</u>	<u>Landt</u>	<u>No</u>		

5. Indoor Facility Use Policy – Deputy Director Dials



Indoor Facility Use Policy





INDOOR FACILITY USE POLICY SUMMARY

- This policy outlines the rules, requirements, and procedures for using indoor physical resources and/or facilities managed by the Ashland Parks and Recreation Department (APRD).
- Its purpose is to ensure all resources are used in a manner that aligns with the Department's mission and operational needs.



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PUBLIC FEEDBACK

- **October 1** – Original draft of this policy was presented for Park Commission input
- **October 7-20** – Public comment period for original draft policy. No public comment was received.
- **November 12** – Final policy was presented to Park Commission for adoption. Direction to modify policy.
- **Nov 13-Dec 1** – Public comment period for revised policy. No public comment was received.



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PROPOSED ACTION

Move to adopt policy 1.03.001- Indoor Facility Use Policy



SUMMARY - This policy outlines the rules, requirements, and procedures for using indoor physical resources and/or facilities managed by the Ashland Parks and Recreation Department (APRD). Its purpose is to ensure all resources are used in a manner that aligns with the Department's mission and operational needs.

- A draft of this policy was presented as an informational item at the October 1, 2025, Park Commission meeting. The draft policy was then posted on the City website and social media for public comment from October 7-20, 2025.
- Based on feedback, a new draft was presented as an informational item at the November 12, 2025, Park Commission meeting. The draft policy was again posted on the City website and social media for public comment from November 13- November 27. At the time of this memo, no public comments have been received on the new draft.

POLICIES, PLANS & GOALS SUPPORTED - 1.01.001 Policy Framework

FINANCIAL CONSIDERATIONS - N/A

PROPOSED ACTIONS OR MOTION(S) - Move to adopt Policy 1.03.001 – Indoor Facility Use Policy

ATTACHMENTS - Draft Policy 1.03.001 Indoor Facility Use Policy

POLICY

POLICY:	1.03.001	EFFECTIVE:	
POLICY NAME:	Indoor Facility Use	CANCELS:	N/A
DIVISION(S):	All	NEXT REVIEW:	2030
KEY TERMS:	Facility, Allowed Uses, Reservations		
APPROVED:	Jim Bachman, PC Chair Carmel Zahran, Deputy City Attorney		

- a. **PURPOSE** This policy outlines the rules, requirements, and procedures for using indoor facilities managed by the Ashland Parks and Recreation Department (APRD). Its purpose is to ensure resources are used in a manner that aligns with APRD's mission and operational needs.
- b. This policy applies to all indoor facilities that operate under the authority of APRD.

I. REFERENCES

- a. 10.68.030 Park Commission Authority-Ashland Municipal Code
- b. City of Ashland Miscellaneous Fees and Charges

II. DEFINITIONS

- a. **Publicly Available Facilities:** Facilities that APRD makes available for use by individuals and groups.
- b. **Non-Publicly Available Facilities:** Facilities that are only accessible to APRD staff or other City departments.
- c. **Use:** Any event or activity, including an individual's or group's presence or occupancy, in or on an APRD facility that is not organized or conducted by APRD.

- d. **Non-commercial:** Not primarily intended for or directed toward commercial advantage or monetary compensation.
- e. **Waiver:** a formal legal contract between two parties that is signed by the eligible renter during the rental agreement process.
- f. **Eligible Renter:** must fulfill the following requirements: (1) is at least 21 years of age or older (2) if the Eligible Renter is part of an organization, is an authorized representative (3) has submitted all the proper fees (4) is present for the duration of the rental (5) is personally responsible for adhering to all facility rules and requirements and (6) agrees to enforce applicable facility rules and apprise APRD of any concerns or damages.

III. **POLICY**

- a. The mission of APRD is to provide recreational opportunities and preserve public lands. To achieve this, APRD provides spaces for various public and private gatherings that align with its mission. The following auxiliary uses are permitted:
 - i. Birthday parties
 - ii. Baby showers
 - iii. Weddings and receptions
 - iv. Family reunions
 - v. Recreational and educational workshops and classes
 - vi. Local club and organization meetings
 - vii. Non-commercial uses

IV. **GENERAL CONDITIONS OF USE**

- a. **Insurance:** Renters must obtain and provide proof of liability insurance based on the requirements set by the City of Ashland's Risk Management department. Renters agree to indemnify and hold the City of Ashland harmless, as they are responsible for their rental. APRD reserves the right to cancel any event that has not provided evidence of this coverage. Evidence of coverage must be provided at least 10 days prior to the first date of the reservation.
- b. **City Precedence:** APRD and City activities have precedence over all other uses. In the event a reserved activity must be rescheduled, the Parks Director (or their designee) will work with the displaced party to attempt to find suitable alternative locations and times. The City may also cancel a reservation with reasonable notice for program needs or under emergency conditions.

- c. **Compliance with Applicable Laws:** Anyone who uses an APRD facility is responsible for complying with all applicable laws and regulations including all APRD policies and Ashland Municipal Codes such as restrictions around temporary signage, smoking cigarettes or marijuana, and any illegal drugs.

V. RENTAL GUIDELINES

- a. Standard rental requests must be submitted at least 10 business days in advance. Submitting requests as early as possible is highly recommended.
- b. General rental hours are from 8 a.m. to 9 p.m. daily. Please note that rental hours may vary by location.
- c. City of Ashland adopted fees determine reservation rates.
- d. All renters must have been issued an official document authorizing the use of a facility for a specific time and purpose.
- e. Fees are only refundable with written notice of at least five business days.
- f. The facility and any equipment used must be returned to their original condition and state. Failure to do so may result in the revocation of future rental opportunities.
- g. Prohibited Items: The following items, and items similar in nature, are prohibited:
 - i. Staking
 - ii. Nails and tacks
 - iii. Spray chalk
 - iv. Confetti
 - v. Glitter
 - vi. Bird seed
 - vii. Silly string
 - viii. Piñatas
 - ix. Candles or open flames
- h. Only trained service animals, as defined by the Americans with Disabilities Act (ADA), are permitted. Emotional support animals, therapy animals, and pets are not considered service animals under ADA rules and are not permitted in the facilities.
- i. Loitering is not permitted in or around facilities.
- j. Alcoholic beverages are not permitted unless a permit to supply them has been applied for and received.
- k. Overnight use is not permitted.

- l. Obey, monitor, and enforce the occupancy limits that are set by the City of Ashland Fire Marshal. This limit is set to ensure the safety of all occupants and compliance with fire codes.
- m. The number of chairs and tables will vary within each facility and is unrelated to occupancy limits.
- n. A signed waiver of responsibility is required before a rental permit can be finalized by staff.

VI. Conditions for Denial

- a. Violation of this policy, any applicable law, or any section of the Ashland Municipal Code not otherwise mentioned may result in the immediate closure of an event and could lead to future rental denials.
- b. If an activity or event causes or imminently threatens to cause damage or destruction to property, the renter is responsible for all damage and may be prohibited from future use of APRD facilities.

PREPARED BY: Rachel Dials, Deputy Director

Questions/Discussion:

Motion: I move to adopt policy 1.03.001 – Indoor Facility Use Policy as presented.

Motion: Landt

Second: Adams

Vote:

<u>Gardiner</u>	<u>Yes</u>	<u>Weiner</u>	<u>Yes</u>	<u>Bachman</u>	<u>Yes</u>
<u>Adams</u>	<u>Yes</u>	<u>Landt</u>	<u>Yes</u>		

IX. **ITEMS FROM COMMISSIONERS/STAFF**

- a. Liaison Report

X. **UPCOMING MEETING DATES**

- 1. Park Commission Strategic Goals Special Meeting December 10, Council Chamber 6:00 PM
- 2. City Council, Commissions, Committees Presentations/Celebration December 15, Council Chamber 5:00 PM
- 3. Ashland Senior Advisory Committee Meeting January 12, Senior Center 3:30 PM
- 4. Recreation Division Advisory Committee January 15, the Grove 3:30 PM
- 5. Trails Advisory Committee January 21, TBD 4:15 PM

XI. **ADJOURNMENT** – Bachman adjourned the meeting at 8:00 PM

Written Testimony

My name is Angelina McClean and I live in Ashland.

I am concerned about the recent policy change, apparently made August 5, 2025, regarding herbicide use and including the Ashland St median plans. I live near there and was appalled to see them being sprayed last week.

Glyphosate, which was used on our medians and which is the active ingredient in Round Up, is banned in many countries around the world. It is linked to certain cancers, and involved in lawsuits where the injured plaintiffs have won. Just because you can buy it at some hardware stores does not mean that it is inherently safe.

It is also toxic to other forms of life, including pollinators. It has been documented to cause damage to honey bees guts and their navigation abilities. Pollinators are in dangerously sharp decline, and Ashland, as a designated Bee City USA should be working to at the very least preserve the habitats and food sources we already have for pollinators, not spray them with toxic chemicals. Ashland was the 5th Bee City USA starting in 2015, and SOU was the first Bee City USA college campus. This herbicide policy change does not fit in with our commitments to pollinators.

The citizens of Ashland are largely health conscious and environmentally proactive. We have long been proud of and reassured to know that the city doesn't spray pesticides regularly in public spaces. Changing this policy and increasing the public areas that are sprayed with herbicides is not in alignment with our citizens values and is not the safest or most responsible option. I urge the city to stop the spraying, listen to input for alternatives, and reconsider this policy and the Ashland St median plans.

The project that was recently done in the section near Market of Choice, that ripped out plants and replaced them with large rocks is very unpopular and its planned maintenance probably involves continued herbicide spraying. I was told that the rock project will not be continued along the rest of Ashland St and I hope that is true. Every year the flowering plants in the medians are covered with pollinators.

There are resources available to us for options that are safer for our workers, the citizens, and the other creatures we share Ashland with. It is our responsibility to be stewards of this land that we reference in our city's opening land acknowledgement. Thank you. Think about our opening land acknowledgement. We are and should be here to be stewards of the land and that involves respect.

Hi, Please add my name to the list of people who oppose the use of glyphosate in public right-of-ways in Ashland.

I am a Josephine county resident, but I frequently come to Ashland for shopping. After the spraying of this carcinogenic chemical, I am boycotting Ashland until the City publicly declares they will no longer purchase or apply this chemical, which has been linked to the onset of Parkinson's disease.

Thank you for your time and attention to this matter.

Brad J Smith, Williams, Oregon

Ashland Parks and Recreation Committee Meeting

Dec 3, 2025

Commissioners,

I am submitting this testimony to correct the record, clarify the Transportation Advisory Committee's actual position, and highlight the procedural and analytical failures underlying the current effort to modify Winburn Way and the Y intersection.

****Correcting the record****

Director Houston has repeatedly suggested, implicitly or explicitly, that the Transportation Advisory Committee signaled support for reconfiguring the Y intersection or modifying Winburn Way. This is inaccurate. The TAC minutes, recordings, and formal statements show the opposite.

During the September 18th TAC meeting, the Committee stated that it was "open to considering changes in the future" but explicitly not as part of the rushed Winburn process now being advanced. TAC members were not invited to participate in the subsequent site visit and not given the opportunity to review this newest iteration. The Committee further stated that the safest immediate action would be a standard stop sign at the Y if control was deemed necessary. Nothing more.

Most importantly, the Committee stated on the record that we only supported Option 0: Do nothing. The minutes document this unambiguously: the Committee "did not support Option 1B due to safety concerns." Yet Option 1B is precisely what staff now proposes to implement.

Director Houston's interpretation that TAC somehow endorsed altering the Y or modifying Winburn Way is simply preemptive and should not guide the Commission's decisionmaking. Furthermore, I would urge you to consider changing that intersection when Granite Street is repaired post-water facility construction.

*** *Safety data and empirical reality* ***

Winburn Way has had essentially zero recorded bicycle or pedestrian injury incidents in nearly thirty years of available data. You cannot improve statistically perfect safety by redesigning a corridor in ways that:

- * reduce natural situational awareness
- * encourage overconfidence in a constrained space
- * force travelers into closer conflict zone
- * complicate the geometry without need

A project marketed as a safety intervention must have a safety problem to solve. Winburn does not.

***TAC's actual recommendation* ***

During the most recent discussion, TAC emphasized that if any improvements were considered, they should be low-impact, context-sensitive, and preserve existing alignment. Members suggested a water-permeable path (bark chips, gravel, or decomposed granite) adjacent to the roadway, allowing walkers to step off the asphalt while avoiding impacts to trees and drainage.

That is the only modification that has both TAC support and safety logic behind it. It is also a fraction of the cost of the current proposal.

****Public preference* ***

The City already surveyed residents. Approximately 78 percent of respondents opposed altering Winburn Way and preferred leaving it as it is. That result was clear and decisive. Nothing in the intervening months has changed the landscape enough to justify discarding those results.

The current process appears to be moving forward not because the public asked for a change, not because the TAC recommended a change, and not because the data shows a need, but because the Director insists on a change.

****Process and governance* ***

This project is being advanced:

- *without TAC recommendation
- *without a site visit that included TAC
- *without alternatives analysis
- *without demonstrated safety need
- *without respecting the survey results ■ and without transparency about costs or long-term obligations

That is not how public infrastructure decisions should be made.

The Commission should not authorize a capital project that contradicts its own advisory committee, contradicts its own data, contradicts public preference, and lacks any pressing safety justification.

****Request* ***

I respectfully request that the Commission pause this project, direct staff to engage TAC in good faith, and limit any future discussion to low-impact interventions consistent with safety data, the public survey, and the natural character of Lithia Park.

There is no emergency here, no imminent risk, and no basis for rushing a project that solves no demonstrated problem and introduces avoidable ones.

Respectfully submitted,

Nick David

Transportation Advisory Committee Member and Lifelong Ashlander

Full Name	Craig Anderson
Phone	
Email	
Subject	Winburn Way Proposal

Message

Concerning the proposed Winburn Way cross section, which I understand includes a 15' two-way (shared) travel lane with one side adjacent to parked vehicles:

If you have a 15' shared two-way travel lane, then what does that leave for bicyclists? Two passing cars traveling in opposite directions generally, at a minimum, require two, ten foot travel lanes on two-way streets without shoulders or bike lanes. With bike lanes, the minimum width would add 10 feet, or 30 feet total. You are proposing half of that.

In a traffic calmed environment, you may be able to get away with a narrower width, but here you have gradients that reduce bicycle travel speeds (in the uphill direction) to less than 10 mph. In a downhill direction, bikes often travel (coasting) in excess of 20 mph, which is not dangerous given the current configuration. With parked cars and two way traffic, the downhill direction becomes extremely dangerous for cyclists. In the uphill direction, it requires bicyclists to essentially block traffic, which is a very stressful situation for most bicyclists.

I have 20 years of experience in transportation planning and 50 years experience on a bike. I used to design traffic calming projects as a consulting planner. I have been regularly riding my bike on Winburn for 25 years and have never had difficulty with fast moving cars, nor have I ever seen a dangerous situation with pedestrians, who casually walk in the street without fear of passing cars, who drive very slow, particularly in the presence of pedestrians. In short, there is no problem on Winburn, or, if there is, you haven't presented the data.

What you are proposing is far worse for bicyclists than the current configuration. Please leave the street alone and save the citizens of Ashland the time and money of doing so.

Upload your file

Field not completed.

On Sat, Nov 29, 2025 at 9:17 AM Barbara Settles <bashinkas@yahoo.com> wrote:
I suggest a drop off pedestrian site in front of the Japanese Garden for people to safely drop off and pick up handicapped guests to our park.
I suggest a lower speed limit through the area from the parking lot by the service area to the corner of nutley. It could be 5 mph.

I do not support building more parking lots. I do support putting in more bike racks.

Barb Settles

I support the suggested changes, they seem absolutely reasonable and will provide safer walking and better access.

Susan Esch

I support measures that would contain traffic calming elements to Winburn Way, which would slow down traffic. I also support sidewalks for pedestrians for them to more safely navigate Lithia Park.

I don't support any lanes for mountain bikers. I have watched mountain bikers racing down Winburn Way faster than the motor vehicle traffic.

Thank you for your attention to this matter. Good luck, cheers, Viki Ashford –Ashland, OR –

Hi Folks,

Lithia Park is such a special place.

I would like to thank you for taking public comment.

As a resident of Ashland, I do support modifying Winburn Way between the Bandshell and the Upper Duck Pond, to allow for safer travel for everyone.

Please consider:

- formally designating a portion of the roadway for people to walk safely
- adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
- modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
- creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Thank you for your consideration. With all good care

Karen Maleski

APRC,

Windburn Way is in desperate need for modifications to allow the following for people walking safely and community members with disabilities.

I am in support of modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit

4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Thank you for considering,
Liana Smith, Ashland

Please edit my thoughts to leave the street as is except for adding a pedestrian walk way along one side of the street.

Thank you.
Liana Smith

Dear APRC,

The Commission has, no doubt, observed relatively few people walking on Winburn Way even though it is the most efficient route between the Upper Duck Pond and the Japanese Garden. I've used this route but have found the cars going by and their speed (above the 15 MPH maximum speed limit) disconcerting. I'm confident if the APRC adds a designated place for people to walk on Winburn Way within Lithia Park, it will become a very popular route for dog walkers and everyone else.

It is important to recognize that people walking (including toddlers and seniors) and people using wheelchairs, walkers and canes need a flat, solid surface. Providing that surface type can be accomplished by designating a part of the 30-foot wide street for walking or constructing a sidewalk. The cost of constructing sidewalks would appear to be beyond the APRC's budget for the project.

I support designating disabled parking on Winburn by the Bandshell, Japanese Garden and the Upper Duck Pond. People utilizing those spaces will need to have a place to "walk" once they've disembarked from their vehicle. The designation of a part of Winburn Way for "walking" is logical and cost effective.

Improving Winburn Way to include a designated paved walking path, disabled parking places and raised sidewalks will "calm traffic." That will help to reduce the tendency of auto drivers to exceed the 15 MPH maximum speed limit and, thus, improve safety for people walking and riding bicycles (both considered vulnerable road users under Oregon law), and make the Park more peaceful.

Lithia Park is special. Please ensure that improvements to Winburn Way improve accessibility and, thus, the Park itself for both residents and visitors.

Thank you,
Gary Shaff

Hello–

I live in Corvallis but have family in Ashland and spend much time enjoying Lithia Park. I lived in Ashland in the 90s prior to moving to Corvallis.

It has come to my attention that there is an upcoming opportunity to improve the safety of Winburn Way in Lithia Park. The current configuration of the road is built for speed, not safety, as its width and lack of visual barriers tells the driver there are no threats and essentially encourages speed by not discouraging it.

To optimize safety for all users, narrow the road by adding in the types of features that research shows reduces speed: buffered bike lane, chicanes, pedestrian walk ways and crossings (see attached picture). More about this can be gleaned from the NACTO website: <https://nacto.org/publication/urban-bikeway-design-guide/envisioning-a-bikeable-future/>

Thanks for the great work you do to make Ashland welcoming to everyone!

Wendy Byrne
Corvallis, OR

Hi!

Wow, I just read about the recommendations to calm traffic – cars and bikes – on Winburn and it looks very well thought out. Crosswalks are in seriously short supply, and it is way too easy for people to drive or ride (downhill) at too high of a speed. I'm not totally sold on the idea of a parking lane, purely from an aesthetic perspective, but I appreciate how that can be more effective than simply painting lines on the asphalt. Take a look around town and you'll see far too many examples of bike lane paint worn off by car tires from drivers who have decided that bike lanes only deserve to exist when they see cyclists in them.

I've walked, biked, and driven both directions on Winburn for years. Of the three, walking definitely feels the most precarious – pedestrian accommodation feels like an afterthought, if a thought at all. Having a good pedestrian option along Winburn also provides an option for dog walkers, and reduces the temptation to flaunt the rules and walk dogs through the park if it's seen as the safer option.

So, that's my vote FOR the traffic calming changes to make to Winburn Way. Good luck!

Gus

Gus Janeway

I support Ashland Climate Collectives plan to update Lithia Park and Winburn Way in the following ways:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs.

Thank you for listening.

Kimberly Kirk

Please consider altering the roadway between the bandshell and the upper duck pond to make the route safer for pedestrians and provide disability parking for the upper duck pond and the Japanese garden. I suggest also making alterations so that cars drive more slowly in this pedestrian-rich section of Lithia Way.

Morse

1. Please create a safe walkway along Lithia way that is open to people and dog walkers. I often walk along the park with my dog (especially in summer when the tall trees provide more shade for us). Traffic generally slows down, yet there are sections where due to two way traffic we are forced to step into the park -despite wanting to abide by the dog free designation.
2. I have several family members who I simply cannot take to see the Japanese Garden. Nearby Handicap parking and an easily accessible paved entrance would be wonderful.

Thank you for your attention to this matter

~Laura Hendrix

Thank you to Streets For Everyone.

Modification of Winburn Way to provide 6' pedestrian walkway, 2' bike path, parking for handicapped as designated, and shared two way roadway with perhaps speed bumps provide improvements that should be applauded by all residents. I am favor.

Sincere appreciation

Mary Heckenlaible
Ashland resident

Dear Ashland Parks Commission,

I'm in total support of the Ashland Climate Collaborative's recommendations regarding improving Windburn Way, above Lithia Park.

Thank you for your consideration.

Sincerely,

Robert Altaras
Ashland, Oregon

We are in favor of the following improvements:

Modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Bob and Anita Dygert-Gearheart

I'd like to share my support to make Winburn safer with a pedestrian lane, parking, and raised crosswalks. Thank you.

Megan Janssen

I can't believe that there is any reason to keep Winburn Way as it is through Lithia Park! There should definitely be walking/biking lanes along Winburn Way, as there is NO way to get from the intersection of Winburn and Granite to the Fountain/Bandshell without walking on the street through most of the area (there is a very small stretch of sidewalk along the upper duck pond, but that doesn't take you very far).

People do drive much faster than the 15MPH posted speed limit along that stretch. The times I have been walking along Winburn Way, there haven't been too many cars, which means that adding calming devices (narrower lanes, speed bumps) won't really be affecting many drivers. And those who are looking to get from point A to point B are better served going along Granite anyway, not disrupting people who are trying to enjoy the park.

People should only be using Winburn Way through the park in order to get to someplace within the park to enjoy the park. It's not a thoroughfare to get people from downtown to Granite. For those people who are trying to get to a place in Lithia Park, I can't imagine that they will be upset if they are restricted to the 15MPH speed limit by various measures.

Tim Learmont

Ashland, OR

Yes to the pedestrian walkway what about bikes?
NO to more parking-- way too congested now and everyone will want those spaces; how about 2 handicap only?
If you have 4 CROSSWalks you will do enough to slow traffic.

Don Walton

Pls. consider these recommendations for Winburn Way:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Julia Sommer
long-time Ashland resident

Dear APRC Members,

As an Ashland resident for 42+ years and a frequent pedestrian, bike rider, as well as auto driver, I urge you to please consider the recommendations the Streets for Everyone suggestions for making Winburn Way safer and more usable for all forms of transportation.

I am referring to their [comprehensive recommendation to APRC.](#)

These 4 points briefly summarize it;

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Thank you for your consideration, Steven Thomas

Me and my family treasure our access to Lithia Park and we are so grateful for it in every season. We ride our bikes up to the reservoir multiple times a week rain or shine and though we love it we often have run ins with cars going too fast. Two very close calls kept us from doing the ride for many months.

For the upcoming updates would it be possible to make Winburn way a one way street with a dedicated and curb protecting a 2 way walking/biking path? As well as dedicated handicap parking for those in need.

What a joy it would be to feel safe but also a draw for visitors. Less car traffic would make the park so peaceful while also encouraging more walking and cycling.

Thanks for your time. Tory Peil

Hello

The plan to make Winborn more pedestrian friendly is a great idea.

Thanks,

Eve Syrkin Wurtele

Ashland

I walk that road 2 or three times a week. I think it's a great idea to narrow the road and make walking way. It would be so much safer for myself and my friends that I walk with . Andra Hollenbeck

Dear APRC,

As a Japanese Garden volunteer, I am constantly concerned about the safety of Winburn Way and the lack of access to the Garden by the elderly and disabled.

I have seen too many people struggling to visit the Garden, and they often either give up or put themselves at some risk to reach this lovely place of refuge.

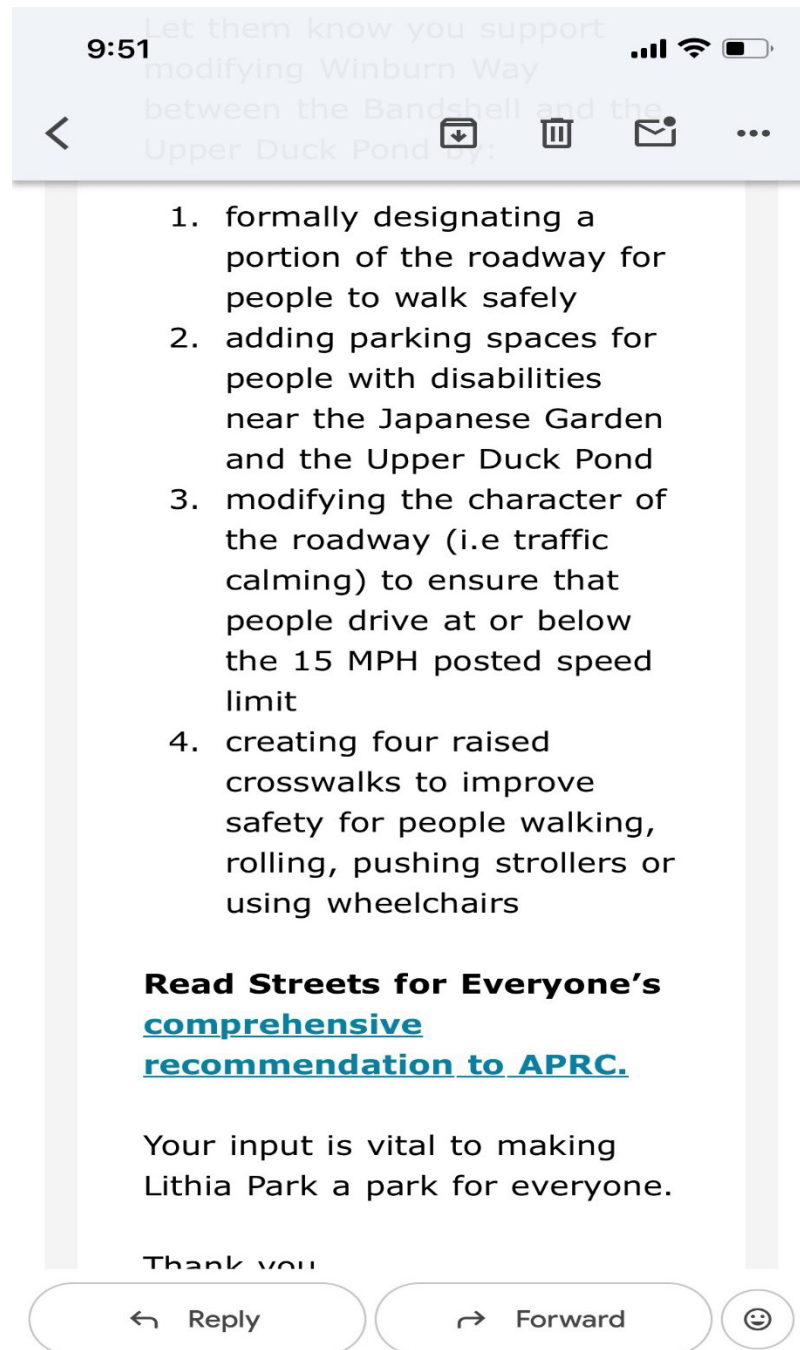
The recommendations in your plan are excellent and I fully support anything you can do to help with the situation.

Sincerely,

Meg Jefferson

Volunteer

I ride my bike frequently along through Lithia. I honestly wish there were no vehicles allowed but that's probably unfair to folks who can't use the park without a car. At the very least cars should drive much slower.



Thanks, Jason beck

I support modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely

2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs Rob Gibson

Good morning.

As an almost daily pedestrian, please make Winburn Way more safe and friendly to people on foot. Per the proposed plan put forth by the Ashland Climate Collective.

Thanks in advance.

Best,

Stan Mavis

I support efforts to improve Litha Park to make it more welcoming to pedestrians and people with limited mobility, particularly from the Plaza to park headquarters. I strongly urge you to install sidewalks along both sides of Winburn Way past the pickleball courts, so people can walk with safety, as well as several raised crosswalks so people can cross with safety. I'd like to see a parking area installed so people could park closer to our magnificent Japanese Garden. Thank you.

John Tyler

formally designating a portion of the roadway for people to walk safely

Providing disability

Reduce speed to 15MPH

Christine Westland

Put in a sidewalk along one side of Winburn Way.

This is not an alternative you offered but I think it is better than the others.

Fran Adams

I just want to let you know that I support modifying Winburn Way to make it safer for bicycles and pedestrians. Please do what you can to follow the recommendations provided by Streets for Everyone.

Thanks,

Len Wyatt

Hi

I just heard about this survey...

I support modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond – this one is personal. I also need a level path to be able to really see the Japanese Gardens. I have heard these gardens are beautiful and I have not been able to access them!

Thank you
Leda Shapiro
Ashland

I support an ACC proposal to provide a bicycle and walking lane on windburn lane! Esther Goldberg



To: Ashland Parks and Recreation Commission & Transportation
Advisory Committee
From: Streets for Everyone
Date: November 26, 2025
RE: Proposed changes to Winburn Way

[Streets for Everyone](#), an Action Team of the Ashland Climate Collaborative, is pleased to have an opportunity to provide input on APRC's proposed changes to

Winburn Way. The mission of Streets for Everyone is to make Ashland more livable by promoting walking, biking, and public transportation.

We have reviewed APRC's five options to improve Winburn Way. We believe that by drawing off the best features of each, it is possible to improve Winburn Way in ways that: 1) meet the needs of all Lithia Park users, 2) minimize costs, 3) fulfill APRC's primary objective "to reduce speeds and improve safety for pedestrians and bicyclists," and 4) compliment Lithia Park itself by making it a better, more enjoyable and safe place for everyone.

We recommend that APRC utilize the city's street standards (Development Code 18.4.6.040.F) for "neighborhood streets with parking on one side." This standard is consistent with Winburn Way's:

- 1) 30-foot wide curb-to-curb width, and
- 2) traffic volume of roughly 1,000 motor vehicles per day.

This recommendation also leaves room within the curb-to-curb distance to create a safe pedestrian space (instead of the five- to six-foot wide sidewalks as shown in the road standards table below).

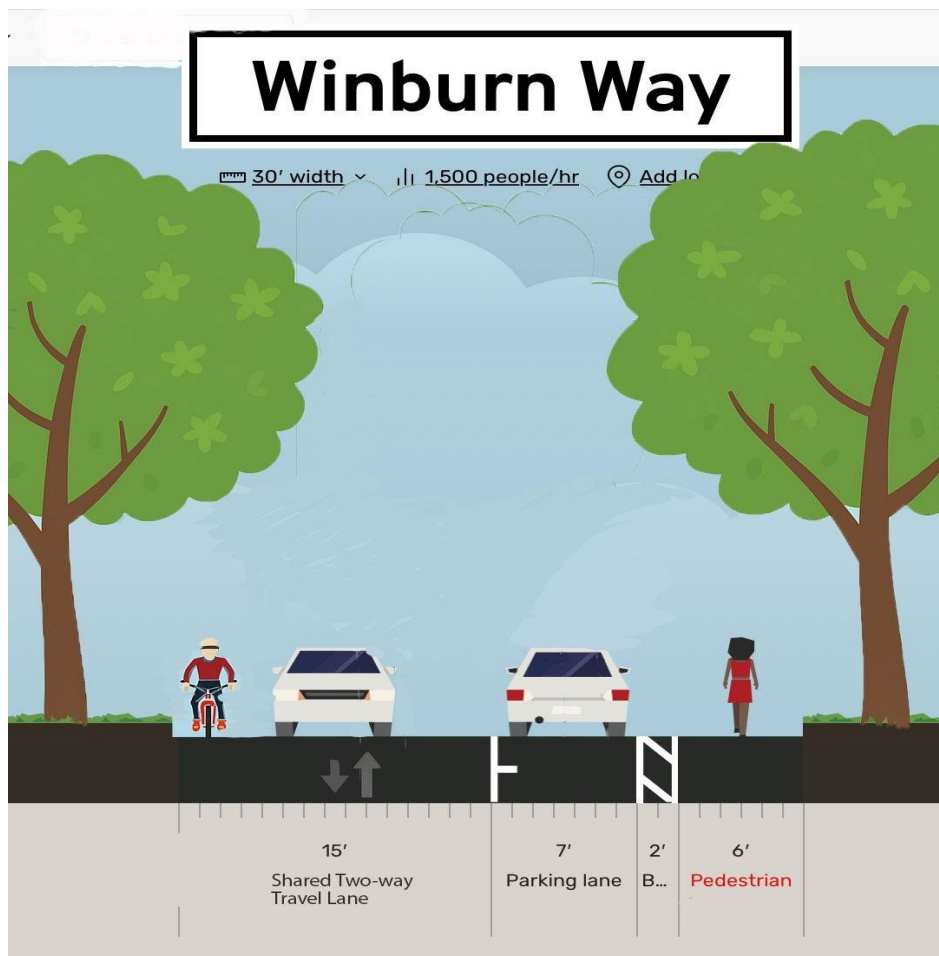
TYPE OF STREET	AVERAGE DAILY TRIPS (ADT)	RIGHT-OF-WAY WIDTH	CURB-TO-CURB PAVEMENT WIDTH	WITHIN CURB-TO-CURB AREA				CURB on both sides	PARK-ROW on both sides	SIDE-WALKS on both sides
				MOTOR VEHICLE TRAVEL LANES	MEDIAN AND/OR CENTER TURN LANE	BIKE LANES on both sides	PARKING			
Neighborhood Street	less than 1,500				NA	NA 3				
Parking One Side		47'-51'	22'	15' Queuing			7'	6"	5'-8'1"	5'-6'
Neighborhood Street										
Parking Both Sides		50'-57'	25'-28'	11'-14' Queuing			7'	6"	5'-8'1"	5'-6'

Development Code table 18.4.6.040.F.

Utilizing the Code's dimensions for a neighborhood street with parking on one side allows: 1) a single shared 15-foot travel lane, 2) a seven-foot wide parking lane on one side, and 3) an eight-foot wide paved pedestrian walkway (15'+7'+8'=30').

Converting Winburn Way into a neighborhood street with parking on one side is a perfect fit, given the Commission's objectives expressed during their August 27 Open House, the lack of funding for the construction of sidewalks, the 30' pavement width and low daily traffic volumes on Winburn Way. This design will maintain two-way traffic, provide for motor vehicles, bicycles, and pedestrians and, importantly, have a positive impact on the Lithia Park environment. It will also allow people walking and people using wheelchairs to conveniently access (and move between) important Lithia Park locations (the Butler Bandshell, Butler Perozzi Fountain, Japanese Garden, and Upper Duck Pond).

Included below is Streets for Everyone's recommended cross-section. We believe it integrates the best of the APRC's options.



The parking lane shown above should be reserved for persons with disabilities, and provided at multiple locations (the Butler Bandshell, Japanese Garden, and Upper Duck Pond). These parking spaces will improve access to the park for persons with

disabilities, while also serving as a physical protection for pedestrians. The construction of raised crosswalks at these same locations—proposed by APRC at the Open House—would enhance the user experience, improve accessibility, and reduce traffic closer to the 15 mph posted maximum speed limit.

Currently, more than 72 percent of people driving automobiles on this section of Winburn Way exceed the posted speed, according to the city's speed study conducted between July 30 and August 7. Traffic calming will make Winburn Way more harmonious with the Lithia Park environment while causing little or no inconvenience for auto drivers.

A two-way 15-foot travel lane—which would only exist where handicapped accessible parking is provided—is sufficient to allow vehicles of average width (i.e., less than [six feet](#)) to pass one another safely. There are many streets in Ashland with parking on one or both sides of the street, where people driving automobiles need to share the travel lane with oncoming traffic. Table 1, below, includes a sampling of streets with an approximate 15-foot shared travel lane.

Table 1. - Streets with an Approximate 15-foot Shared Travel Lane

Street Name	Curb to Curb Width	Parking (one/both sides)	Net Travel Lane Width
Hargadine	18' 6"	One	11' 6"
Hargadine	29' 10"	Both	15' 10"
Pioneer (above OSF)	29' 6"	Both	15' 6"
Orange	21' 9"	One	14' 9"
Vista	19' 10"	One	12' 10"
Morton	28'10"	Both	14' 10"

The proposed design has been proven to be very safe throughout the city. Traffic calming, coupled with the 15 mph speed limit, will change the character of Winburn Way from a “car” street into a multi-functional paved “way” for all.

Thank you for the opportunity to join with you in making Ashland and Lithia Park better for everyone. We’d be happy to discuss our recommendations further. We can be reached at SFE@ashlandclimate.org.

Respectfully submitted,

The Streets for Everyone Action Team

Aaron Michalson, Mike Vergeer, Sharon Dohrmann, Thor Morris, and Gary Shaff

Hi Rocky,

In the Sept. 18 Transportation Advisory Committee meeting you attended and presented at, you stated there is about \$250k in the budget for improvements to Winburn Way. I’m trying to understand how the decision was made to prioritize striping within the roadway over creating a true park asset: a pathway outside the travel lane that can safely accommodate pedestrians, especially dog walkers. The APCR DogFriendly Parks & Areas Policy (2015 Revision), Sec. II(B), limits dogs to paved paths, sidewalks, parking lots, or within six feet of those paved surfaces. It seems entirely reasonable to adjust that six-foot buffer to match a thoughtfully designed pathway. A path of that sort should fit well within the \$250k, while still leaving room for pedestrian signage, speed limit signage, and the ADA parking space and ramp. That is a substantial budget, particularly if it is not consumed by redesigning the Y intersection, which could be addressed more elegantly once Granite is re-engineered and repaved after the WTP work is completed.

Rocky, in all honesty, it appears you are pushing ahead into two significant errors. First, the TAC was not included in the site visit to Granite and Winburn and was not brought back into the conversation once you developed this intersection plan. Second, the TAC clearly recommended Option 0, yet you did not call for a vote, as you yourself noted in the upcoming APCR meeting packet, and you are proceeding toward Option 1b anyway. Furthermore, the public opinion survey stated that 78% of respondents favored doing nothing on Winburn. Placing these as action items now risks forcing votes on both without the appropriate process and without the necessary checks on the Director’s authority.

Can you help me understand the urgency? Are you disregarding, or simply unfamiliar with, the process that ensures TAC and public input are fully incorporated? The intent here is to keep Parks out of trouble and to reach the best outcome for Ashlanders, not to serve APRD or APCR as institutions. Please take a moment to explain your

motivations and justifications so the community can have confidence in both the process and the result.

Thank you, Nick

This form provides the opportunity for citizens to submit comments to Ashland Parks and Recreation Commissioners. Your comment will become part of APRC's public record.

Full Name	Zahara Solomon
Email	
Subject	Road redesign
Message	Don't change the road in the park! Leave it alone, you have been recommended to leave it alone. Don't mess it up!
Upload your file	<i>Field not completed.</i>