

Note: Anyone wishing to speak at any Transportation Advisory Committee meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and City for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

TRANSPORTATION ADVISORY COMMITTEE

April 16, 2026

AGENDA

CALL TO ORDER 4:00PM: Meeting Held Virtually Via Zoom:

Link: <https://zoom.us/j/94830438616>

- I. ANNOUNCEMENTS**
- II. CONSENT AGENDA**
 - A. Approval of March 19, 2026 Minutes
- III. PUBLIC FORUM (4:05-4:20)**
- IV. REPORTS FROM OTHER CITY COMMITTEES (4:20-4:30)**
- V. NEW BUSINESS**
 - A. Ashland Municipal Code Updates (4:30-5:15, action required, discuss potential changes to the bicycle, pedestrian and traffic control sections of the municipal code)
- VI. UNFINISHED BUSINESS**
 - A. Oak Street, A Street and Van Ness Intersection Area Discussion (5:15-5:30, action required, discuss potential options for lefthand turn restrictions)
 - B. Review Traffic Calming Program (5:30-5:45, action required, review traffic calming application edits)
 - C. TAC email/See Click Fix Review and Responses (5:45-6:00, action required, discuss as necessary)
- VII. INFORMATIONAL ITEMS**
 - A. TSP Update
 - B. Mini-roundabouts
 - C. Enterprise System Funding (Transportation)
- VIII. AGENDA BUILDING – Future Meetings**
- IX. ADJOURNMENT: 6:00 PM**

Next Meeting Date: April 16, 2026

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please email scott.fleury@ashland.or.us. 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).

**CITY OF
ASHLAND**



ASHLAND TRANSPORTATION ADVISORY COMMITTEE

MINUTES

March 19, 2026

CALL TO ORDER: 6:00 PM

Members Present: Linda Peterson-Adams, David Kahn, Thor Morris, Dylan Dahle, Mark Brouillard, Joe Graf, Dave Richards, Nick David, Corinne Vieville

Staff Present: Scott Fleury, Officer Derreck Moore, Marlena Correnti

Council Liaison Absent: Eric Hansen, Gina DuQuenne

Guests: Jon Griffin, John Tyler – SERJAC, Edem Gomez – RVTD

ANNOUNCEMENTS

- Peterson Adams proposes a follow-up on newsletter topics to be written by TAC members; add to unfinished business
- May 26, 2026: Council and Parks and Rec will meet to discuss median redesign
 - Request for public comment on City website
- 2026 Rogue Valley Bike Swap – tentative yes from Morris
 - Saturday, April 18, 2026
 - 12-2:30 PM

CONSENT AGENDA

- Approval of February 19, 2026 Minutes
 - CORRECTIONS:
 - Adjust time for future meetings in print: 4-6 PM, not 6-8 as previous
 - Reports from other City committees:
 - Counselor vs *councilor* DuQuene

Brouillard moves to approve Minutes with aforementioned corrections. Vieville seconds. David abstained as he was absent in February meeting. Remaining TAC members approve.

PUBLIC FORUM

- Thank you for your comments! Reminder: There are many ways to share your comment or concern with TAC:
 - Submit [TAC contact form](#) on the City website
 - Use [SeeClickFix](#)
 - Attend monthly meetings via Zoom – Public attendees can indicate their intent to speak with a virtual “hand raise” which will be visible to the Chair and/or meeting host.
 - TAC meetings are held on the third Thursday of each month
- Griffin: shares Safe Rides nationwide volunteer program
 - Safe Rides: a nationwide program allowing students to volunteer
 - Typically Friday and Saturday from 10 PM – 2 AM
 - Confidential, safe, reliable, encouraged community
 - Effective program with minimal
 - Real estate office in NYC volunteered their office for this space
 - Local pizza often donated
 - David: *Was the City involved in this program?*
 - Griffin: grew up in Scarsdale, NY; has lived in Ashland, OR for nine years and says

ASHLAND TRANSPORTATION ADVISORY COMMITTEE

MINUTES

March 19, 2026

Ashland, OR reminds him a lot of hometown

- David: encourages TAC members visit the site of recent devastating crash and encourage ODOT to action as this is a county-maintained road; JaCo please put more signage here.
 - Moore: direct this request to JaCo as APD does not have authority in this area
 - Fleury: to connect with County with this request
 - David: would it be helpful to have a letter from TAC?
 - Fleury: no, will contact independently.

REPORTS FROM OTHER CITY COMMITTEES

- SERJAC – Tyler: happy to be here and establish the link
 - Belonging Survey wrapped up and results are being tallied
 - Free responses made quantifying data difficult, but as this is completed, Tyler to share with TAC
- Wayfinding Committee – Dahle: has dissolved as mission was accomplished
 - Option was selected, and pricing is being
- Council: unanimous approval for funding approval to RVTD in next election
- Parks – David: joint meeting occurred
- David: suggesting TrAC to be Trails Advisory Committee
- Planning Commission – Brouillard: 245 A Street
 - Will be converted into a foodery
 - Parking was not considered nor included, which will put a lot of burden on the co-op, Ashland Hardware, Indian food,
 - Though there are no minimum parking requirements, Brouillard expresses remorse that he didn't push for greater communication by developers to the businesses that will be impacted; we want to be good neighbors
 - David: Gail Livney owns vacant lot on A and 2nd that is available and might be beneficial for City to purchase for parking
- Historic Preservation – Brouillard: Chair position vacant
- Public Arts – Peterson-Adams: spoke with Committee Chair with mention of possibility relocating Ashland entrance sign from ROW into private property (Wild Goose?) as it is routinely hit
- CEPAC: Morris to attend future meetings; CEPAC meets every 2nd Thursday from 4-6 PM or 3-5 PM
- Rogue Valley Transportation District (RVTD) – Gomez:
 - RVTD sponsors the Bike Swap; bicycles and parts donations are welcome!
 - Brouillard: if levy passes, how soon can more services be introduced?
 - Gomez: no ETA, but early fall/winter is the goal, rehiring drivers will take some time
 - Are we able to rehire previous drivers?
- **Ashland Police Department Traffic Enforcement – Moore:**
- State Transportation Safety Action Plan Steering Committee – Fleury: met on February 12th
 - ACT meeting recently; ODOT capital improvement plan will be sent to Oregon Transportation Commission for consideration of becoming part of the capital plan

ASHLAND TRANSPORTATION ADVISORY COMMITTEE

MINUTES

March 19, 2026

NEW BUSINESS

- Oak Street, A Street, and Van Ness Intersections Area Discussion
 - David: calls attention to the timeline on agenda and requests mindful adherence to each agenda item, minimizing time waste and allowing for efficient effort and discussion to more involved agenda items
 - Brouillard: for a long time there was a Stop sign on the NE side of tracks on Oak Street, which occasionally results in backup as folks stop unnecessarily
 - Peterson-Adams: would welcome the reintroduction of that
 - David: can we do a double stripe with collapsible candles to ...? Encourage people who are eastbound on Hersey to go south on Oak, and
 - Brouillard: strong endorsement from Brouillard
 - Graf: likes the idea of No Left Turn in or out of Van Ness, and
 - Fleury: will bring some signage options, curb/candle options, and to the next TAC meeting
 - Can likely quickly and cheaply double-yellow the center
 - Striping crew will be working in April
 - Morris: alter/remove parking even further back than 20' from Stop to avoid sight distance issues
- Review Traffic Calming Program
 - Peterson-Adams: Any changes to post? Discussion?
 - The TAC reviewed the Traffic Calming Program and wants to change the "Commission" to Committee and update members
 - Graf: expresses frustration that this program makes folks jump through hoops for scoring to elicit action by TAC and PW, but even low scores seem to result in action. Would we be better off eliminating scoring and just taking each Calming application as serious? How can TAC and PW be selective AND effective?
 - Morris: seeks to clarify Graf's issue with the current Traffic Calming Program. Is it:
 - The scoring system itself?
 - Graf says points are arbitrary and don't inform the action by City
 - The neighborhoods that are applying?
 - Fleury: this program was developed pre-COVID and initial original goal was Safety improvements versus traffic calming
 - From a program standpoint, speed should be the primary scoring component for Traffic Calming
 - If we want to address safety, we can continue to handle these through TAC contact forms and SeeClickFix
 - David: would implementing "20 is Plenty" defect money from other things?
 - Fleury:
 - Brouillard: agrees with Graf that often speed is not the issue, but rather it is the *perception* of speed.
 - Mentions many of the ancillary pieces of this Program that present options are good things!
 - I don't think "20 is Plenty" will eliminate the need for a traffic Calming Program; Graf agrees
 - Graf: 20 is Plenty should emphasize improved SAFETY, not promise climate improvements that are negligible

EDITS TO MAKE - Traffic Calming Program: REMOVE SCORES. Update "Commission" to Committee and name current TAC members.

ASHLAND TRANSPORTATION ADVISORY COMMITTEE

MINUTES

March 19, 2026

UNFINISHED BUSINESS

- Working Group TAC Email Review and Response
 - Tolman Creek & 99 issue: Vested traffic person experienced NearMiss
 - Moore: APD frequently receives calls about this intersection, especially on school days, and there is regular traffic enforcement
 - Jefferson and Washington
 - Fleury: Washington St is ODOT's
 - Fair Oaks and Patton Street
 - Brouillard visited the site and determined there were no vision clearance issues; corners are not a parking spot and "No Parking Here to Corner" is preferable to painting yellow curbs
 - Direct complaints about parking to Ashland Non-Emergency Line: #
 - Correnti to respond to reporter in email and BCC TAC Working Group
- Loading Zone – Helman Street; initial request by ECOTEAS
 - Fleury received response by ECOTEAS
 - Brouillard visited site 03/19/2026 while they received a delivery. Parking lot was full, and onstreet parking was also busy. Observed firsthand visible crosswalks, people driving respectfully.
 - Commercial business delivery vehicles can have the delivery truck parked in street with hazard lights on for 30 minutes

Brouillard motions to Do Nothing—leave Helman as is and not implement a loading zone, timed or otherwise. Dahle seconds. David's abstention is a no vote. Remaining TAC members vote yes.

Brouillard motion to extend for 5 mins. Vieville seconds. Approved.

Vieville: will write about White Cane Safety in October

Graf: again requesting a "how-to".

INFORMATIONAL ITEMS:

- Wayfinding
- TSP Update
 - Fleury: waiting for roundabout signage to arrive, then Streets will install.
 - B Street and Faith
 - Contract as of 03/18/2026
- Transportation Safety Action Plan (ODOT)

AGENDA BUILDING – Future Meetings:

ADJOURNMENT: 6:05 PM

Next Meeting Date: March 19th, 2026 via Zoom from 4:00 PM – 6:00 PM

Respectfully submitted,

Marlena Correnti, Administrative Assistant

Transportation Advisory Committee

March 19, 2026

Page 4 of 4

Memo

DATE: March 9, 2026

TO: Transportation Advisory Committee

FROM: Scott Fleury PE, Public Works Director

DEPT: Public Works

RE: Ashland Municipal Code Review and Updates

BACKGROUND:

The City of Ashland has been comprehensively reviewing and updating the AMC as necessary to reflect current rules, regulations, policies and practices.

There are a few code sections that Public Works staff has recommended be update and multiple sections involve transportation/traffic.

Staff is bringing these section forward to the TAC for review/recommendations for updates.

1. 11.12 Traffic Control
 - a. City Manager to PW Director?
 - b. Remove Council Section?
 - c. Additions/Subtractions/Clarifications?
2. 11.44 Pedestrians
 - a. Additions/Subtractions/Clarifications
3. 11.52 Bicycles
 - a. Additions/Subtractions/Clarifications

Conclusion:

TAC should review the associated code sections and make recommendations for changes. The recommendations will be compiled and sent to Legal for review and final incorporation into AMC updates through the ordinance process.

CITY OF ASHLAND

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Chapter 11.12

TRAFFIC CONTROL

Sections:

- 11.12.010 Powers of City Council**
- 11.12.020 Adoption of traffic regulations**
- 11.12.030 Existing signs and signals**
- 11.12.040 Authority of police and fire officers**
- 11.12.050 Temporary blocking or closing of streets**

11.12.010 Powers of City Council

A. After approval by the State Highway Commission where such approval is required by the motor vehicle laws of Oregon and for the best use of the streets in the public interest, the council may designate by resolution the following traffic controls which shall become effective upon installation of appropriate traffic signs, signals, markings, or other devices:

1. through streets;
2. One-way streets;
3. Truck routes;
4. Streets where trucks, machinery, or other large or heavy vehicles exceeding specified weights shall be prohibited. Such vehicles may, however, be operated on such streets for the purpose of delivering or picking up materials or merchandise, but then only by entering such streets at the intersection nearest the destination of the vehicle and leaving by the shortest route.

B. Except when contrary to state law, if it appears that the public safety or welfare does not require the installation or maintenance of a traffic sign, signal, marking, or other device or will be better served by the removal or alteration thereof, the council by resolution may forbid the installation or order the removal or alteration of any traffic signs, signals, markings, or other device that is proposed or installed under Section [11.12.020](#). Such traffic controls shall become inoperative or modified only when removed or altered. (Ord. 1557 § 3, amended, 1968)

11.12.020 Adoption of traffic regulations

A. In making the best use of streets and sidewalks for vehicle traffic and parking and pedestrian traffic, the City Manager is authorized to provide appropriate and reasonable regulation of the classes of traffic signs, signals, markings, and other devices described in subsection [B](#) of this section for the streets, sidewalks, and other public

property of the City as are appropriate for the public safety, convenience and welfare. Subject to approval by the State Highway Commission where such approval is required by the motor vehicle laws of Oregon, the City Manager shall base his determination only upon:

1. Traffic engineering principles and traffic investigations;
2. Standards, limitations, and rules promulgated by the State Highway Commission; and
3. Other recognized traffic control standards.

B. Pursuant to subsection [A](#) of this section, the City Manager may establish, maintain, remove, or alter the following classes of traffic controls:

1. Street areas and City-owned or leased land upon which parking may be entirely prohibited or prohibited during certain hours, and the angle of such parking;
2. The location and time of operation of traffic control signals;
3. Bus stops, bus stands, taxicab stands, any other passenger common carrier vehicle stands;
4. The location of passenger loading zones for use in connection with the hotel, auditorium, theater, church, school, or public building;
5. Loading zones for commercial purposes;
6. Intersections or areas where drivers of vehicles shall not make right, left, or U-turns, and the time when the prohibition applies;
7. Crosswalks, safety zones, parking spaces, traffic lanes, and other symbols;
8. Traffic control signs; and
9. All other signs, signals, markings, and devices required to implement traffic and parking controls enacted by the Council or required by State law or regulation.

C. Pursuant to subsection [A](#) of this Section, the City Manager may provide for temporary, experimental, or emergency traffic regulation that shall not remain in effect for more than thirty (30) days. No temporary, experimental or emergency regulation is effective until adequate traffic signs, signals, markings, or other devices are erected, clearly indicating the regulation.

D. The City Manager shall not remove or alter a traffic sign, signal, marking, or other device if this act would be contrary to State law or ordinance. If a traffic sign, signal, marking, or other device is installed under authority of a resolution of the Council, the Council shall first approve, by resolution, any change or alteration by the City Manager. (Ord. 3192, amended, 11/17/2020; Ord. 2361, amended, 1985; Ord. 1557 § 4, amended, 1968)

11.12.030 Existing signs and signals

All official traffic signs and signals existing at the time of the enactment of the ordinance codified in this chapter, such as stop signs, caution signs, slow signs, no-reverse-turn signs, signs designating time limits for parking or prohibiting parking, lines painted or marked on streets or curbs designating parking areas or spaces, markers designating loading zones, parking meters, and all other official traffic signs or signals erected, installed, or painted for the purpose of directing, controlling and regulating traffic are approved. (Ord. 1557 § 5, amended, 1968)

11.12.040 Authority of police and fire officers

- A. It shall be the duty of the Police Department through its officers to enforce this title.
- B. In the event of a fire or other emergency, officers of the Police Department may direct traffic as conditions may require to expedite traffic or to safeguard pedestrians, notwithstanding other provisions of this title.
- C. When at the scene of a fire, members of the fire department may direct or assist the police in directing traffic. (Ord. 1557 § 6, amended, 1968)

11.12.050 Temporary blocking or closing of streets

- A. Notwithstanding other provisions of this title, the council may authorize and direct the City Manager, or designee, is delegated authority by Special Order to temporarily block or close a City street to traffic and prohibit its use when deemed necessary for any of the following reasons:
 - 1. To prevent disturbing and interfering with parades, dances, races, or other celebrations on the street when such temporary use has been reviewed and approved by the Public Works Director, Police Chief and Fire Marshal;
 - 2. To reduce traffic congestion or noise which disturbs a theatrical, sport, religious, or other event where a substantial number of people have congregated;
 - 3. To assist in an emergency.
- B. The street shall be blocked or closed by the use of signs, barricades, personal directions of police officers, or other means which would inform the general public that the street is closed or blocked. (Ord. 3192, amended, 11/17/2020; Ord. 3027, amended, 08/03/2010)

The Ashland Municipal Code is current through Ordinance 3276, and legislation passed through December 2, 2025.

Disclaimer: The City Recorder's office has the official version of the Ashland Municipal Code. Users should contact the City Recorder's office for ordinances passed subsequent to the ordinance cited above.

[City Website: www.ashlandoregon.gov](http://www.ashlandoregon.gov)

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Chapter 11.44

PEDESTRIANS

Sections:

- 11.44.005 Use of sidewalks**
- 11.44.010 Illegal cancellation of a Traffic Citation**
- 11.44.020 Crossing At right angles**
- 11.44.030 Crosswalk Use required**
- 11.44.040 Penalty**

11.44.005 Use of sidewalks

Pedestrians shall not use a roadway for travel when abutting sidewalks are available for doing so. (Ord. 3137, amended, 2017; Ord. 3027, amended, 08/03/2010)

11.44.010 Illegal cancellation of a Traffic Citation

No person shall cancel or solicit the cancellation of a traffic citation without the approval of the municipal judge. (Ord. 3137, amended, 2017; Ord. 3027, amended, 08/03/2010)

11.44.020 Crossing At right angles

No pedestrian shall cross a street at any place other than by a route at right angles to the curb or by the shortest route to the opposite curb except in a marked crosswalk. Crossing at right angles is a Class IV violation. (Ord. 3027, amended, 08/03/2010)

11.44.030 Crosswalk Use required

In blocks with marked crosswalks, no pedestrian shall cross a street other than within a crosswalk. (Ord. 3137, amended, 2017; Ord. 3027, amended, 08/03/2010)

11.44.040 Penalty

Any person who violates any provision of this Chapter is subject to Section [1.08.020](#) of the Ashland Municipal Code. Except for [11.44.010](#), which is a Class I violation; violation of any other section of chapter AMC [11.44](#) is a Class IV violation. (Ord. 3137, amended, 2017)

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Chapter 11.52

BICYCLES

Sections:

- 11.52.010 Definitions**
- 11.52.015 Standards**
- 11.52.030 Regulations**
- 11.52.050 Responsibility of Parent or Guardian**
- 11.52.060 Failure to Report Accidents**
- 11.52.070 Bicycle License Required**
- 11.52.080 Issuance of License**
- 11.52.090 License Tags – Registration Cards**
- 11.52.100 License Fee**

11.52.010 Definitions

The following words and phrases, when used in this Chapter, shall, for the purpose of this Chapter have the following meanings:

- A. Bicycles mean every device propelled exclusively by human power upon which any person may ride and is designed to travel with not more than three (3) wheels in contact with the ground and which are more than fourteen (14) inches in diameter.
- B. Bike Lane - where bicycle travel and demand is substantial and where adequate width is available, a portion of the roadway may be designated for preferential use by bicyclists.
- C. Bike Path - a bike path is a bikeway which is physically separated from motorized vehicular traffic by an open space or barrier and may be within the roadway right-of-way or within an independent right-of-way.
- D. Riding is the act of propelling the bicycle by means other than pushing it with the hands.
- E. Shared Roadway - on a shared roadway facility, bicyclists share the normal vehicle lanes with motorists. Where bicycle travel is significant, these roadways are signed as bicycle routes.
- F. Shoulder Bikeway - smooth paved roadway shoulders provide a good area where bicyclists can ride with few conflicts with faster moving motor vehicle traffic. Where bicycle travel is significant, shoulder bikeway routes are signed as bicycle routes.
- G. Operating is the act of having one or more feet on the pedals to propel the bicycle.

H. Rental Agency is any person, firm, co-partnership, association or corporation engaged in the business of offering for rent, and renting, bicycles for use by members of the public. (Ord. 2513, amended, 1989; Ord. 2439 § 1, amended, 1988; Ord. 1787 § 1, amended, 1973)

11.52.015 Standards

The State of Oregon Bicycle Master Plan approved by the Oregon Department of Transportation on March 15, 1988, is incorporated by reference. (Ord. 2513, amended, 1989)

11.52.030 Regulations

- A. *Riding on sidewalks in the C-1-D District.* No person shall ride or operate a bicycle on a sidewalk in the district or commercial zone.
- B. *Racing.* No person shall engage in, or cause others to engage in, a bicycle race upon the streets or any other public property of this City without permission of the City Manager. Major races involving closure or restructuring of city streets must be permitted pursuant to AMC [11.12.050](#).
- C. *Method of Riding.* A person shall not ride a bicycle other than with their feet on the pedals and facing the front of the bicycle. No bicycle shall carry more persons at one time than the number for which it is equipped.
- D. *Carrying Articles.* No person operating a bicycle shall carry any packages, bundles, or articles which prevent the rider from keeping at least one (1) hand upon the handlebars and in full control of said bicycle.
- E. *Traffic Regulations.* The use of a bicycle in the City shall be subject to all of the provisions or laws of the State and the laws of the City, including those applicable to the drivers of motor vehicles, except as to the latter, those provisions that by their very nature have no application.
- F. *Speed on Bicycle Routes.* No bicycle shall be ridden on a bicycle route at a speed greater than reasonable and prudent for the circumstances when approaching a pedestrian.
- G. *Riding Abreast.* No person shall ride a bicycle upon any street, highway, bicycle route or lane in the City abreast, or side-by-side of any other person so riding or propelling a bicycle when it interferes or impedes the normal and reasonable movement of traffic or pedestrians.
- H. *Hitching on Vehicles.* No person, while riding a bicycle shall in any way attaches themselves or the bicycle to any other moving vehicle.
- I. *Bicycle Parking.* No person shall park a bicycle upon a street, other than in the roadway and against the curb, or against a lamppost designated for bicycle parking, or in a rack provided for the purpose of supporting bicycles, or on the curb in a manner so as to afford the least obstruction to pedestrian traffic.

J. Any person who violates any provision of this Chapter is subject to Section [1.08.020](#) of the Ashland Municipal Code. Any violation of this section is a Class IV violation, except for H, which is a Class II violation.

K. *Bicycle Impoundment.* In addition to any other penalty, the court may order impoundment of a bicycle used in an offense committed under this chapter until such time as may appear just and reasonable. (Ord. 3192, amended, 11/17/2020; Ord. 3137, amended, 2017; Ord. 3027, amended, 08/03/2010; Ord. 2986, amended, 06/16/2009)

11.52.050 Responsibility of Parent or Guardian

A. The parent or guardian of any child shall not authorize or knowingly permit any child to violate any of the provisions of this Chapter.

B. Any person who violates any provision of this Chapter is subject to Section [1.08.020](#) of the Ashland Municipal Code. Any violation of this section is a Class III violation. (Ord. 3137, amended, 2017; Ord. 3027, amended, 08/03/2010)

11.52.060 Failure to Report Accidents

A. The operator of any bicycle involved in an accident resulting in injury, death, or damage to personal property shall within seventy-two (72) hours file a written report of such accident with the Police Department.

B. Any person who violates any provision of this Chapter is subject to Section [1.08.020](#) of the Ashland Municipal Code. Any violation of this section is a Class II violation. (Ord. 3137, amended, 2017; Ord. 3027, amended, 08/03/2010)

11.52.070 Bicycle License Required

A. No persons shall operate a bicycle upon the streets, lanes or routes of the City unless such bicycle has been licensed as provided for in this Chapter.

B. A nonresident who has complied with the bicycle registration provisions of the City or county in which they are a resident may operate a bicycle without having first acquired an Ashland bicycle license.

C. Any person who violates any provision of this Chapter is subject to Section [1.08.020](#) of the Ashland Municipal Code. Any violation of this section is a Class II Violation.

D. In addition to any other penalty, the court may order impoundment of a bicycle used in an offense until such time as may appear just and reasonable. (Ord. 3137, amended, 2017; Ord. 3027, amended, 08/03/2010)

11.52.080 Issuance of License

The Police Department, or a bicycle shop in Ashland approved by the Police Department, is authorized and directed to issue, upon written application, bicycle licenses. Such license shall be valid for the life of the bicycle from the date of issuance, as long as the license is clearly legible and the ownership of the bicycle is not transferred to another. When a bicycle that is licensed pursuant to this Chapter is sold or transferred to another person who is also a resident of the City, then the new owner or such bicycle shall, within thirty (30) days from the date of transfer, acquire a new license. Designated agencies or shops shall report such transaction to the Police Department each month and with appropriate fees and forms. (Ord. 2439, amended, 1988; Ord. 2114 § 1, amended, 1981; Ord. 1791 § 1, amended, 1973; Ord. 1787 § 11, amended, 1973)

11.52.090 License Tags – Registration Cards

The City shall provide license tags together with a registration card for each bicycle license issued pursuant to this Chapter. The license tag shall have numbers stamped thereon in numerical order, beginning with number 1; shall have the name of the City printed thereon; and shall be suitable for attachment to the bicycle at a place designated by the Chief of Police. The Police Department shall keep a record of information for each bicycle licensed in order to assist with the recovery of lost or stolen bicycles. (Ord. 2439, amended, 1988; Ord. 1791 § 1, amended, 1973; Ord. 1787 § 12, amended, 1973)

11.52.100 License Fee

Each bicycle license shall be issued upon compliance with the foregoing provisions and upon payment of the required fee as set forth in a Resolution adopted by the City Council. (Ord. 2439, amended, 1988; Ord. 2114 § 2, amended, 1981; Ord. 1791 § 1, amended, 1973; Ord. 1787 § 13, amended, 1973)

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Memo

DATE: April 7, 2026

TO: Transportation Advisory Committee

FROM: Scott Fleury PE, Public Works Director

DEPT: Public Works

RE: A Street and Oak Street Intersection Area Discussion – Implementation Options

BACKGROUND:

At the March TAC meeting the group discussed treatments and safety enhancements to the Oak St., Van Ness Ave and A Street location. The TAC was generally interested in eliminating left hand turns from Oak St. onto Van Ness Ave. and understands additional changes could occur during the Oak Street rehabilitation design process.

Discussion involved signage, striping and potentially installation of a physical barrier to control left hand turns.



CITY OF ASHLAND

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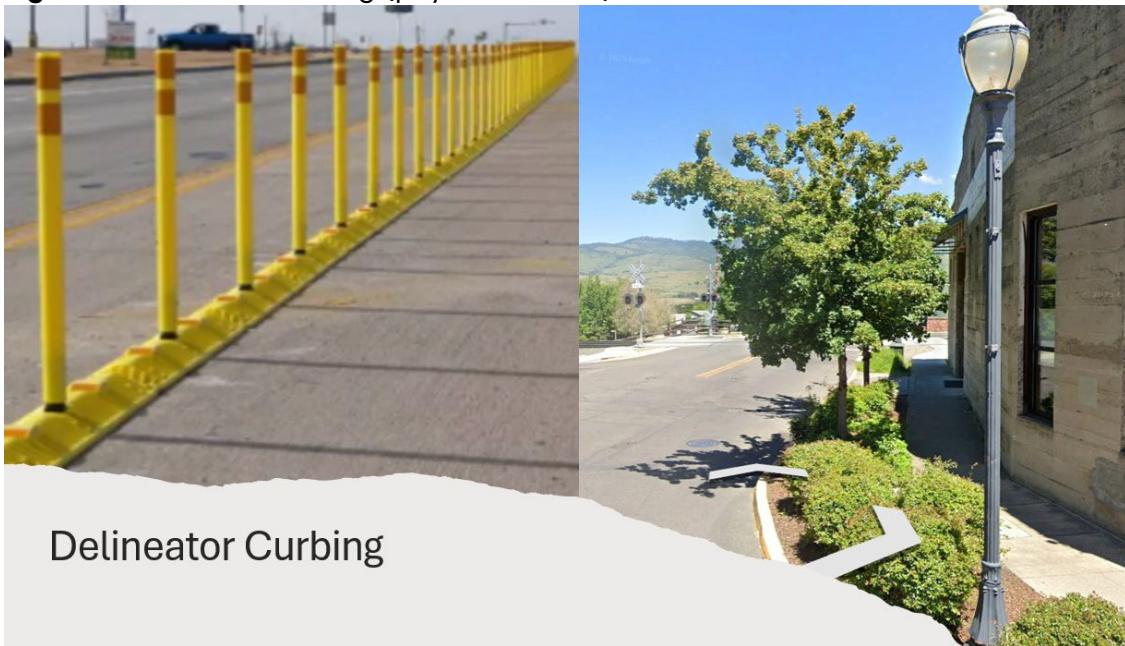
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TTY: 800.735.2900

Memo

Figure 1: Double yellow extension and No Left Turn Signage



Figure 2: Delineator Curbing (physical barrier)



Memo

Costing breakdown:

Option #1:

- Yellow Paint/Crew = \$250
- Signage/Post/Crew = \$250

Option #:

- Delineator Curbing/Crew = \$1,000 (50')

Conclusion:

TAC should recommend preferred option for pilot implementation. Staff and TAC should have a follow up discussion after implementation (6-8 months post).

CITY OF ASHLAND

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Memo

DATE: March 9, 2026

TO: Transportation Advisory Committee

FROM: Scott Fleury PE, Public Works Director

DEPT: Public Works

RE: Traffic Calming Program Review

BACKGROUND:

As discussed at the March 2026 TAC meeting staff has made minor edits to the Traffic Calming Program document, reference attachment.

Additional TAC Questions:

1. Do we change number of petition signatures from 5 to say 10?
2. Should we develop bullet points that outline how the statement of need should be constructed?
3. Should we enhance the statement of need template to include bullet points to follow along with?

Conclusion:

TAC should review the document and discuss modifications.

CITY OF ASHLAND

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Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.6002
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**City of Ashland Traffic Calming and Safety
Improvement Program 2026**



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Section 1: Introduction

Section 1.1 Traffic Calming and Safety Improvement Program Overview

The City of Ashland’s Traffic Calming and Safety Improvement Program is part of the City’s commitment to the safety and livability of our neighborhoods and shall incorporate the goals, policies and objectives of the City’s comprehensive plan. A collaborative effort of City staff, the Transportation Advisory Committee and residents, the program is designed to reduce the impacts of traffic and provide for a safe roadway network for all users. Through active participation by area residents, the City can identify the problem, plan the approach, implement solutions and evaluate the effectiveness.

The program is open to all roadways within the City and works in two distinct phases. The initial phase focuses on data collection along with passive and easily implementable measures such as law enforcement, radar speed trailer placement and temporary signage. If phase one does not prove effective in meeting the defined goals for traffic calming or safety improvement, then a project can move to phase two. Phase two calls for engineering and construction of permanent physical treatments to address the defined problem.

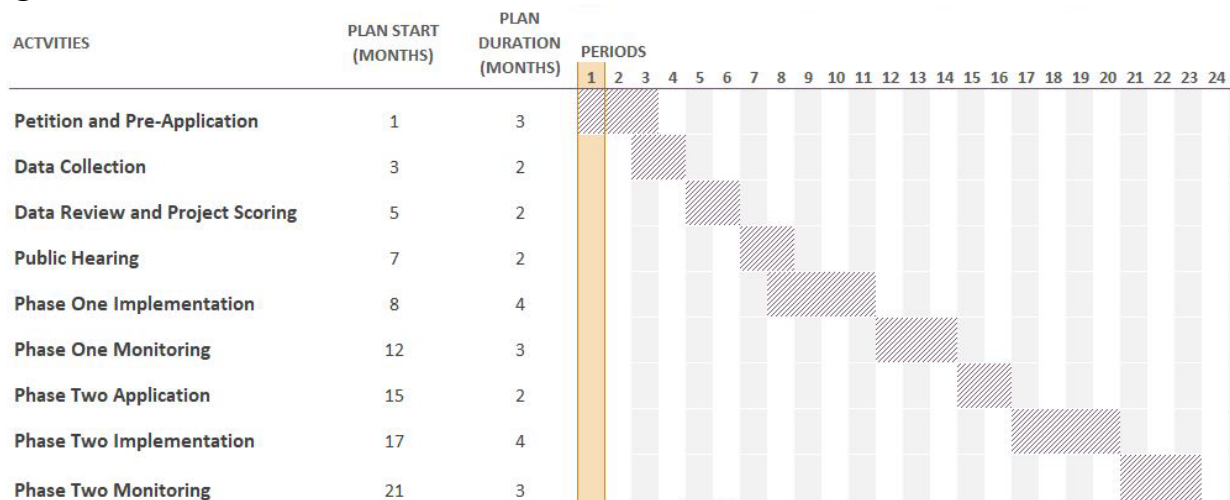
Section 1.2 Program Timelines

The City will accept traffic calming application petitions continuously. The City as time allows will initiate phase 1 for each application received.

Figure 1 shows the general timeline for activities for the City’s Traffic Calming and Safety Improvement Program. Overall timeline can be affected by staff availability and scheduling of public meetings.

Cumulative duration shown here is the anticipated maximum. If prior phases are completed earlier in the duration window given, then subsequent steps also could be completed earlier.

Figure 1:



Section 2: Project Request and Review Process

Section 2.1: Petition & Pre-application Process

The petition and pre-application process are meant to create neighborhood support for potential Traffic Calming and Safety Improvement Program implementation within a neighborhood or project area. The petition and pre-application forms are attached as Appendix A.

The petition and pre-application require a **statement of need** that detail the issues encountered in the neighborhood due to traffic safety along with a minimum of five (5) adult signatures* from distinct addresses within the neighborhood showing they are in favor of entering into the Traffic Calming and Safety Improvement Program. **Please be as specific and detailed as possible with respect to statement of need.**

Once a verified petition is submitted to Public Works, the City will define the initial study area and begin data collection. After data collection is complete, the City will move forward with targeted enforcement, speed trailer placement and distribution of temporary yard signage if requested.

The study area will initially be influenced by street system configuration, location of schools, hospitals, and/or business centers. Data collection within the study area will include review of accident reports and capturing speed and traffic volumes.

Section 2.2: Phase One Immediate Actions

After data collection is completed, and the data shows some measures are warranted, the City will move forward with directly implementable soft measures for traffic calming. The two items below represent passive traffic calming measures that will be implemented after a successful traffic calming petition is verified by Public Works.

Radar Speed Trailer

The Ashland Police Department can place a portable trailer mounted radar unit that detects vehicular speed and displays it on a digital reader board. The trailer shows the drivers actual speed vs. the posted speed limit. The unit employed by the City of Ashland also collects driver speeds and volumes that can be compared to the previously collected information.



Police Enforcement

After data collection phase is completed the Ashland Police Department can use the information collected to perform targeted enforcement within study area during known times of excessive speed.



Temporary Speed Signage

The City offers free of charge “keep kids alive drive 25” temporary yard signs. The signs can be picked up at 51 Winburn Way at the Community Development Building. A total of five signs will be given to residents for each block/neighborhood request.



Reader Message Board

A reader message board can be deployed onsite with appropriate messaging for drivers in a residential zone.

“Residential Neighborhood, Slow DOWN”

“25 MPH Speed Limit”

“Drive like your kids live here”



Neighborhood Flyer

A neighborhood notice/flyer will be generated by the City and sent to adjacent properties.

Section 2.3: Phase Two Project Ranking, Acceptance and Prioritization

The City of Ashland Transportation Advisory Committee and Public Works staff will review data collection information and discuss any appropriate actions for phase 2 during a regular TAC meeting. If multiple petitions are received in a six month period the TAC and Public Works will prioritize petitions and actions that support City Council, TAC and Transportation System Plan Goals while being conscientious of tax payer dollars.

If a Transportation Advisory Committee member is within a project boundary, they will recuse themselves from discussion of project prioritization.

The Transportation Advisory Committee will review the application and discuss the following as part of a prioritization next step process:

- How well was the problem explained, documented and observable?
- From the current tools available in the Traffic Calming Program Toolbox, how well does the project's component(s) address the traffic issue in the short term and long term?
- Who (such as pedestrians, bicyclists, motorists and property owners) will benefit from the project?
- Are specific individuals identified who would benefit from the project?
- How strongly have the general neighborhood and adjacent residents/property owners demonstrated support for the project?
- Estimated truck and cut through traffic greater than 10%?

- Has the project received recent endorsements from area organizations, such as the neighborhood associations, service organizations, schools, etc.?
- In comparison with the other projects in the same funding category (striping/signage or infrastructure/signaling), how high is the priority for this project?

Projects that are not selected due to funding restraints may be rolled over into the next year's project selection process. If it is not funded within those two cycles, the project will be removed from the list. Additional projects may be funded beyond the final project list if supplementary funding is made available to the program or a surplus of funds remain after the initial projects are constructed.

Section 2.4: Phase Two “Neighborhood Meeting”

If the City of Ashland receives numerous traffic calming program applications during any budget biennium, each application will be ranked and phase one data assessed to determine project prioritization. Phase two work begins once projects are ranked and the need for traffic calming and safety improvements is verified.

After projects are prioritized public meetings will be scheduled at a regular Transportation Advisory Committee meeting. Resident support for a traffic calming and safety program is inherent to its success. To develop full support and consensus on project goals and potential solutions, the public hearing will be held by the Transportation Advisory Committee at a regularly scheduled meeting where goals and solutions will be discussed and agreed upon. The public hearing will consist of a report prepared by Engineering staff, public input from neighborhood residents and discussion by the Committee. Based on all information provided and discussion The Committee can recommend to the Director of Public Works potential phase two solutions for implementation. A majority of phase 2 solutions have budget ramifications that must be accounted for in the timing and approval of solutions.

A clear set of goals with respect to traffic calming actions should be established in the public meeting, which will enable the pursuit of solutions that match with defined goals. Phase two installations can be considered “pilot” or final in-place solutions depending on the evolution of phase two.

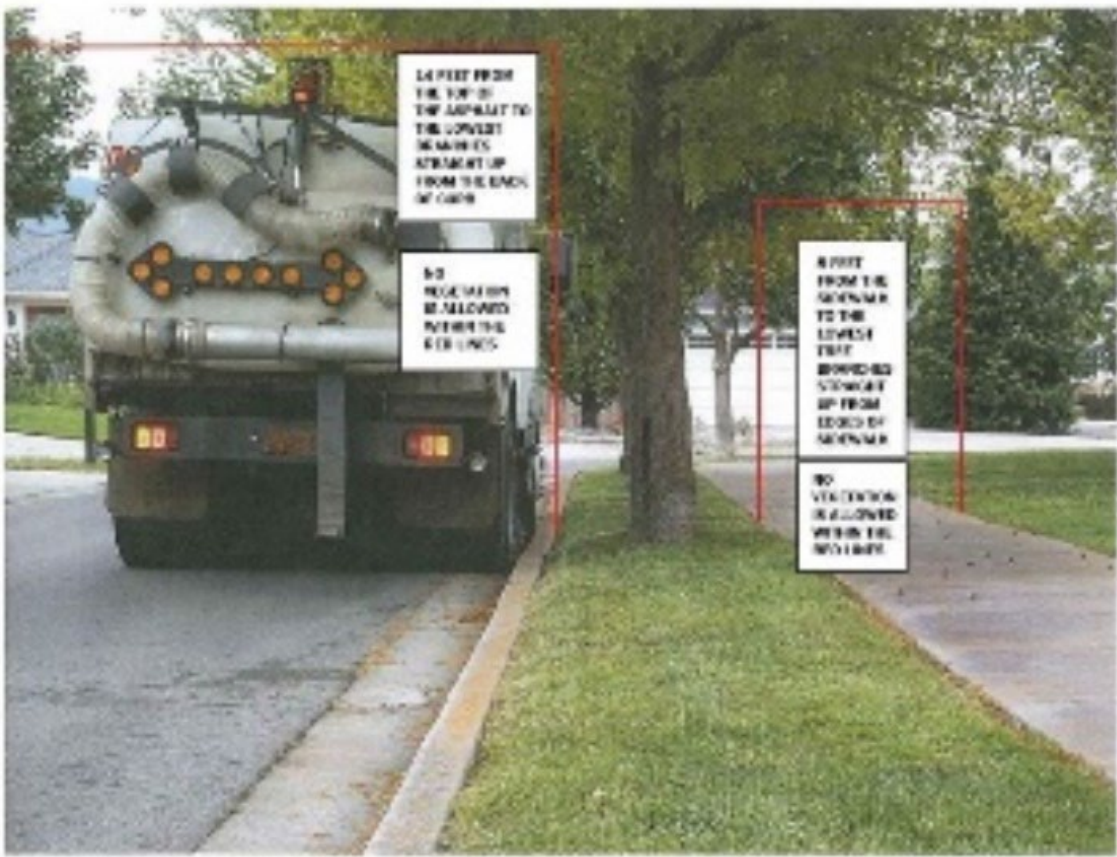
The following phase two measures are listed in general order of cost and difficulty of implementation. Some measures could be implemented in the near term using available funds in the current Public Works budget. Other measures, particularly those requiring significant changes to the roadway, will be implemented only if initial measures fail to calm traffic, and may require inclusion in future budgets as a capital improvement project.

[Traffic Safety Campaign](#)

An information letter is prepared by the City and mailed to residents within the study area. The letter explains traffic volumes and speeds captured during data collection. The informational packet will also contain traffic calming features, traffic laws and bicycle and pedestrian safety information. The goal is to heighten traffic safety awareness within the project area.

Vegetation and Vision Clearance

Removal of vegetation that obscures sight lines or traffic control signage, creating a hazardous situation, shall be considered as a phase two improvement. Removal shall be done by either homeowners or City staff depending on property ownership.



Signage

The addition of appropriate signage shall be considered, including additional speed limit signs, parking restrictions, and pedestrian and bicyclist informational signs.



Pavement Markings

The addition of pavement markings shall be considered. Markings can include centerlines, fog lines, identification of crossings and speed limits.



Intersection Painting

The City of Ashland has a permit approval process for intersection street painting on low volume residential roadways. Painted intersections help create a community identity and are a great way to organize your neighbors around a common goal. They may also have indirect effects on helping to slow traffic in your neighborhood by making drivers aware that residents take pride in their neighborhood, encouraging them to be more respectful while driving down your street.



Curb Extensions

Curb extensions visually and physically narrow the roadway, creating safer and shorter crossings for pedestrians while increasing the available space for street furniture, benches, plantings, and street trees. Curb extensions may be implemented on downtown, neighborhood, and residential streets, large and small.

Curb extensions have multiple applications and may be segmented into various sub-categories, ranging from traffic calming to bus bulbs and midblock crossings.



(NACTO Image)

In Street Speed Reduction Measures

Median

Medians create a pinchpoints for traffic in the center of the roadway and can reduce pedestrian crossing distances.

Median refuge islands are protected spaces placed in the center of the street to facilitate bicycle and pedestrian crossings. Crossings of two-way streets are facilitated by allowing bicyclists and

pedestrians to navigate only one direction of traffic at a time. Medians configured to protect cycle tracks can both facilitate crossings and function as two-stage turn queue boxes.



(NACTO Image)

Pinchpoints

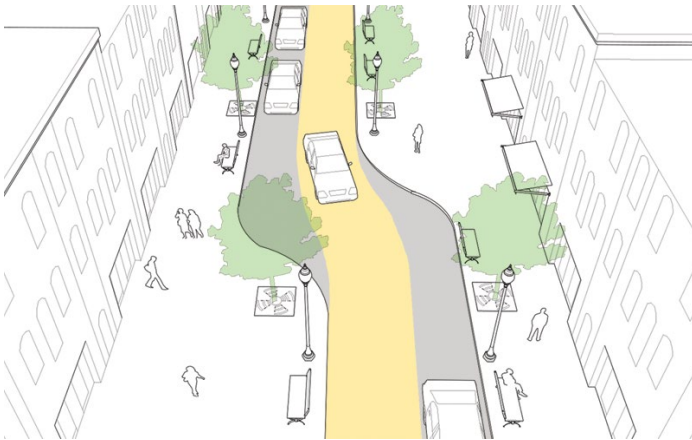
Chokers or pinchpoints restrict motorists from operating at high speeds on local streets and significantly expand the sidewalk realm for pedestrians.



(NACTO Image)

Chicane

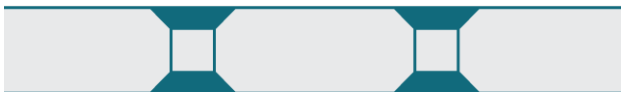
Offset curb extensions on residential or low volume downtown streets create a chicane effect that slows traffic speeds considerably. Chicanes increase the amount of public space available on a corridor and can be activated using benches, bicycle parking, and other amenities.

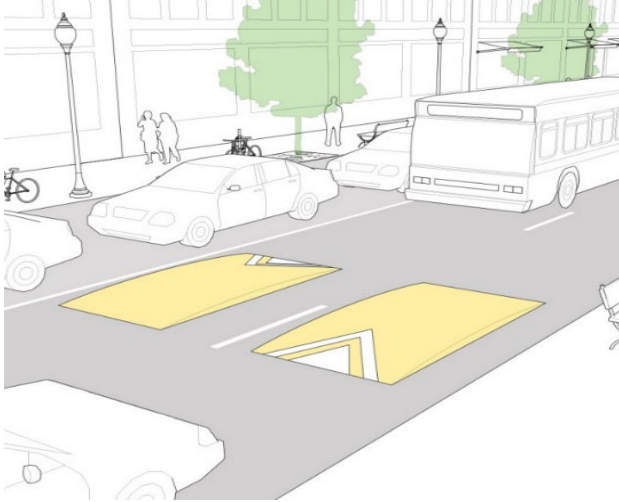


(NACTO Image)

Speed Hump/Cushion

Speed cushions are either speed humps or speed tables that include wheel cutouts to allow large vehicles to pass unaffected, while reducing passenger car speeds. They can be offset to allow unimpeded passage by emergency vehicles and are typically used on key emergency response routes. Speed cushions extend across one direction of travel from the centerline, with longitudinal gap provided to allow wide wheel base vehicles to avoid going over the hump.



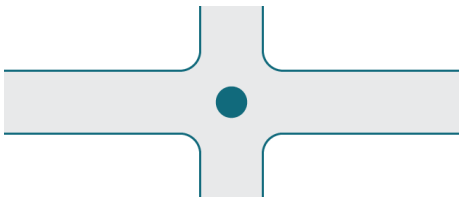


(NACTO Image)

Roundabout/Traffic Circle

Mini roundabouts and neighborhood traffic circles¹ lower speeds at minor intersection crossings and are an ideal treatment for uncontrolled intersections.

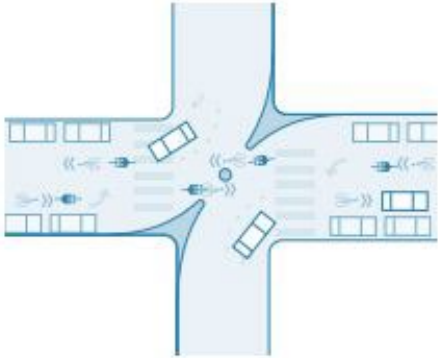
Mini roundabouts may be installed using simple markings or raised islands but are best applied in conjunction with plantings that beautify the street and the surrounding neighborhood. Careful attention should be paid to the available lane width and turning radius used with traffic circles.



(NACTO Image)

Diverters

A traffic diverter breaks up the street grid, requiring motor vehicles to turn while allowing passage for pedestrians and bicyclists.



(NACTO Image)

Gateway Treatments

Curb extensions are often applied at the mouth of an intersection. When installed at the entrance to a residential or low speed street, a curb extension is referred to as a “gateway” treatment and is intended to mark the transition to a slower speed street.



(NACTO Image)

Stationary Radar Signs

A radar speed sign is an interactive sign that displays vehicle speed as motorists approach. The purpose of radar speed signs is to slow cars down by making drivers aware when they are driving at speeds above the posted limits. They are used as a traffic calming device in addition to or instead of physical devices such as speed humps, speed cushions, speed tables, and speed bumps.



Other

As transportation network solutions evolve so to can traffic calming and safety improvements. Other solutions may be brought to light during the analysis and public hearings that can be implemented and will not be disregarded if not specifically mentioned within this document.

Monitoring

After approved phase one activities have been implemented the City will monitor changes in driver behavior including speed and accident reduction. The monitoring phase will begin 4-6 months after the end of phase one activities.

The City and Ashland and its Transportation Advisory Committee would like to thank the National Association of Transportation Officials (NACTO) for allowing the use of some images contained within this document.

Appendixes

Appendix A: Petition & Pre-application

Petition to be delivered care of the City of Ashland Public Works Director

Mailing Address: 20 East Main Street, Ashland Oregon 97520

Drop off Address: 51 Winburn Way, Ashland Oregon 97520

Petition to Initiate Neighborhood Traffic Calming Program

Location: _____

Statement of Need:

A resident of _____ has requested initiation of the City of Ashland Traffic Calming program to address concerns of _____ on _____. In order to begin the process, this petition must be signed by at least 5 adult citizens representing separate properties on _____ between _____ and _____. This level of neighborhood support is needed to justify data collection, analysis, and development of a traffic calming plan.

Please sign the attached petition, include your address and telephone number, and indicate whether you support (yes) or oppose (no) this proposal. If this petition receives the necessary neighborhood support, the City of Ashland staff will collect data about traffic conditions in the identified area for use in developing a Proposed Improvement Plan.

Printed name:		Phone:	
Address:		Support	Oppose
Signature:		Date:	

Printed name:		Phone:	
Address:		Support	Oppose
Signature:		Date:	

Printed name:		Phone:	
Address:		Support	Oppose
Signature:		Date:	

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Printed name:	Phone:		
Address:	Support	Oppose	
Signature:		Date:	

Transportation Advisory Committee
April 2026
AGENDA

New Business Review SeeClickFix and email submissions

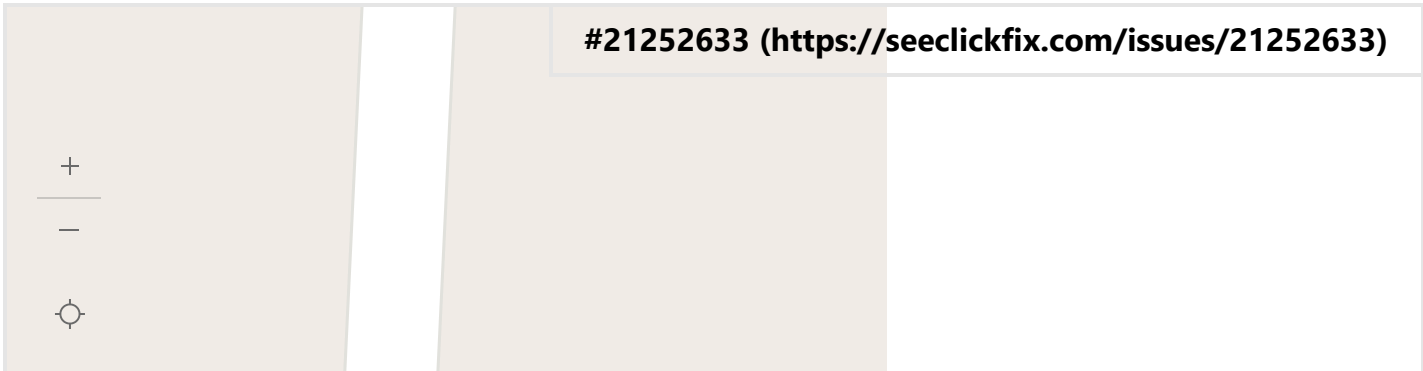
- East and West Nevada Site Distance
- Oak Street Stop Sign
- ADA Parking



In Progress

Change Status

#21252633 (<https://seeclickfix.com/issues/21252633>)



Esri Community Maps Contributors, City of Medford, County of Jackson, OR, Orego... Powered by Esri (<https://www.esri.com/>)
42.21044582277972, -122.70926524079836 [Edit Location](#)

Recurrent Traffic Concern

Created Date:
03/17/2026 4:06 PM

Oak St & E Nevada St Ashland, Oregon, 97520

Details

Picture looking up Oak from East Nevada on the West Nevada side of the intersection. The other two are both looking left from East Nevada on the West Nevada side of the intersection down toward Eagle Mill Road. People come racing through this intersection...

Secondary Questions

[Edit Answers](#)

Please describe the concern you have in detail. Please include the specific location you are reporting.

I am writing to formally request a traffic safety evaluation for the intersection of Oakland Street and East/West Nevada Street in Ashland. This intersection is located near schools and is regularly used by pedestrians, including children. Vehicles frequently travel well above the posted 25 mph speed limit, particularly cars racing up from Eagle Mill Road and continuing at speed through this intersection. There are significant sight-distance limitations when crossing Oakland Street due to on-street parking, which makes it difficult to see approaching vehicles. I have personally witnessed — and have been involved in — multiple near-miss incidents at this location. Given the combination of speeding, limited visibility, school proximity, and repeated near-misses, I am requesting that the city please evaluate this intersection for all-way (four-way) stop control or other appropriate traffic-calming measures to improve safety. Thank you for your time and consideration. I appreciate the City's work in keeping Ashland's streets

safe. Would you kindly confirm receipt of this email and let me know the next steps? Sincerely,
Melissa Staley Pedersen 205 East Nevada St., Ashland, Oregon 925.336.0012

What is your first name?

Melissa

What is your last name?

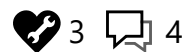
Staley (Pedersen)

What is your phone number? (PLEASE NOTE: If there are additional questions or information required to process the request and there is not a contact number available it may result in the request not being resolved.)

What is your email address?

call you if we need to contact you?

Email, Phone Call



Request Information

Reporter:

Melissa Staley

(<https://conversations.seeclickfix.com/organizations/1860/constituents/2209579>) |

Registered User

Melissa Staley



Report Method:

Portal

Category:

Recurrent Traffic Concern

Recategorize

Assigned to:

APD Traffic Officer

Assign

Due Date:

03/24/2026

Change Due Date

Request Information

Reporter:
[Susan Hall](#) | Registered User

[Redacted]

Report Method:
Portal

Comments

All Public Only Internal Only



[Susan Hall](#) | Registered User
Opened

The corner of Oak Street crossing East/ West Nevada street has stop signs on the Nevada Streets but none on Oak Street. MANY Vehicles coming down from Eagle Mill are traveling at 45 mph and do not reduce speed to 25 mph as they enter Ashland City limits. Pedestrians, dog walkers and children on bikes coming from school are at risk as they attempt to cross Oak street at this Nevada intersection. Stop signs are needed on Oak Street to avoid an injury or fatality.

03/31/2026 4:24 PM

Transportation Advisory Committee Contact Form

Name	Donald Alvin Wilson
Address	152 Helman St
City	Ashland
State	OR
Zip Code	97520-1720
Phone Number	[REDACTED]
Email Address	[REDACTED]

Message to Transportation
Advisory Committee

Thank you for what your committee dose for our city.
I am hoping to be able to put a disabled parking painted
parking spot in front of my home. I have Huntington's disease.
I use a motorized chair. I have a lift devise on my car.
Frequently I find the parking spot in front of my home is being
used by other drivers, so we have trouble finding useable
parking near my home. Being able to get my motorized chair
on and off the car lift, becomes hard to manage. When I am
using the parking spot in front of my home, I have no trouble.

I am requesting a handicap parking spot in front of my home,
with the cost caried by myself.

Thank You for your time.

Attachments *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

Memo

DATE: March 9, 2026

TO: Transportation Advisory Committee

FROM: Scott Fleury PE, Public Works Director

DEPT: Public Works

RE: Mini-roundabouts – Signage and Markings

BACKGROUND:

The TAC has discussed and questioned what appropriate signage and markings are for installation of traffic circles or mini-roundabouts on residential streets associated with the traffic calming program (Faith and B Streets).

With respect to the temporary mini-roundabouts proposed for B and Faith Streets, staff has sent in signage review request to DKS Engineering and is waiting on comment for appropriate installation.

In staff's own review there are numerous ways municipalities implement mini-roundabouts, reference details below.

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20 East Main Street
Ashland, Oregon 97520
ashland.or.us

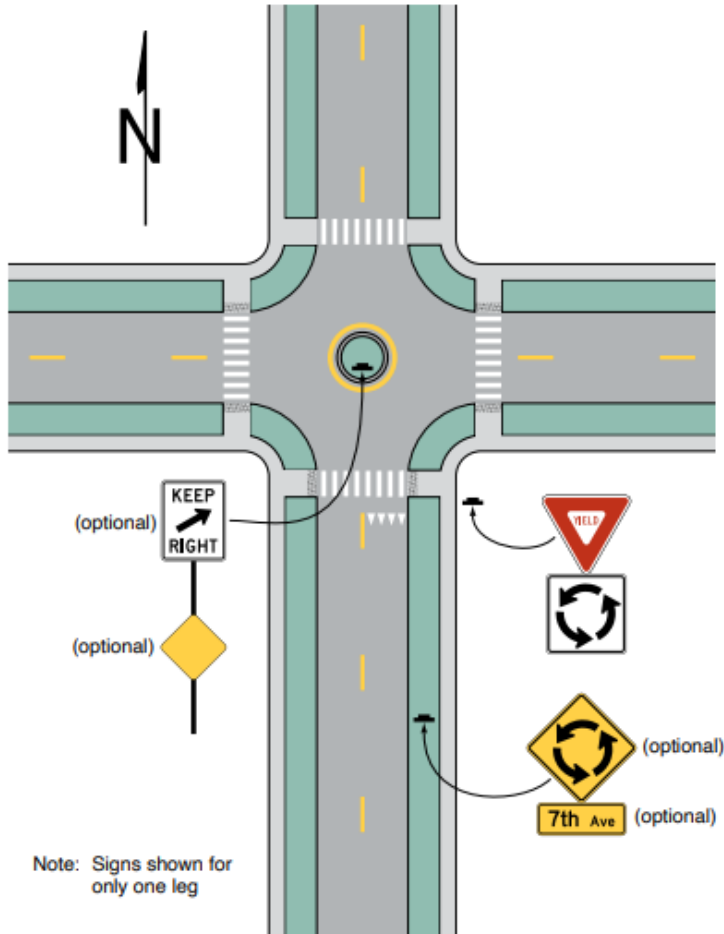
Tel: 541.488.6002
Fax: 541.488.5311
TTY: 800.735.2900



Memo

Figure 1: MUTCD compliant installation (all legs-Yield signed)

Figure 2B-24. Example of Regulatory and Warning Signs for a Neighborhood Traffic Circle



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Memo

NACTO Guidance:

Neighborhood traffic circles are typically located at intersections of local or residential streets, often as retrofits. Neighborhood traffic circles feature a non-traversable center island. Speed control is typically less pronounced at neighborhood traffic circles than at roundabouts. The circle does not include a truck apron but may be designed to be fully mountable for larger vehicles. All legs of the intersection should be yield-controlled.

Figure 2: NACTO Guidance



1. Traffic circles have been shown to increase safety at intersections. Crosswalks should be marked to clarify where pedestrians should cross and that they have priority.¹ ADA-compliant ramps and deflector strips are required.
2. Shared lane markings or intersection-crossing markings guide bicyclists through the intersection. Where a bicycle boulevard turns at a minor intersection, use bicycle wayfinding route markings and reinforce route direction using shared lane markings.

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Fax: 541.488.5311
TTY: 800.735.2900

Memo

3. A traffic circle on a residential street is intended to keep speeds to a minimum. Provide approximately 15 feet of clearance from the corner to the widest point on the circle.
4. Shrubs or trees in the circle further the traffic calming effect and beautify the street, but need to be properly maintained so they do not hinder visibility.

Figure 3: Alternate Installation



Memo

Figure 4: Alternate Installation



Figure 5: Alternate Installation



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Ashland, Oregon 97520
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Fax: 541.488.5311
TTY: 800.735.2900

Memo

Figure 6: Alternate Installation



Conclusion:

A signage layout for the mini-roundabouts/traffic circle has been sent to DKS Engineering for review/comment. Once they provide comment the City will order the signage and install the roundabouts/traffic circles.

MINI-ROUNDBABOUTS

Mini-roundabouts or neighborhood traffic circles are an ideal treatment for minor, uncontrolled intersections. The roundabout configuration lowers speeds without fully stopping traffic. Check out NACTO's Urban Street Design Guide or FHWA's Roundabout: An Information Guide Design Guide for more details.

DESIGN CONSIDERATIONS

Mini-roundabouts can be created using raised islands and simple markings. Landscaping elements are an important component of the roundabout and should be explored even for a short-term demonstration.

The roundabout should be designed with careful consideration to lane width and turning radius for vehicles. A mini-roundabout on a residential street should provide approximately 15 ft. of clearance from the corner to the widest point on the circle. Crosswalks should be used to indicate where pedestrians should cross in advance of the roundabout. Shared lane markings (sharrows) should be used to guide people on bikes through the intersections, in conjunction with bicycle wayfinding route markings if appropriate.

Note: Because roundabouts allow the slow, but free-flow movement of vehicular traffic through an intersection, education and outreach efforts geared towards bicyclists and pedestrians should be considered.

COMMON MATERIALS CATEGORIES

1 SURFACE TREATMENTS:

- » **Striping:** Solid white or yellow lines can be used in conjunction with barrier element to demarcate the roundabout space. Other likely uses include crosswalk markings: solid lines to delineate crosswalk space and / or zebra striping.
- » **Pavement Markings:** May include shared lane markings to guide bicyclists through the intersection and reinforce rights of use for people biking. (Not shown)
- » **Colored treatments:** Colored pavement or other specialized surface treatments can be used to further define the roundabout space (not shown).

2 BARRIER ELEMENTS:

Physical barriers (such as delineators or curbing) should be used to create a strong edge that sets the roundabout apart from the roadway.

3 LANDSCAPING ELEMENTS:

Shrubs or trees contribute to traffic calming and add beauty.

4 SIGNS:

Signs help reinforce correct traffic flow and is particularly important in areas where roundabouts and traffic circles are unfamiliar. Consult the MUTCD for signs guidelines.



Top: A 6-month pilot traffic circle in Palo Alto, CA (Joshuah Mello); Middle: Demonstration traffic circle in Livingston, MT (Melinda Barnes, Bike Walk Montana); Bottom: Pop-up MANGO demonstration project in Santa Monica, CA (City of Santa Monica).

Guidance based on NACTO Urban Street Design Guide. For more detail, visit: nacto.org

TYPICAL DIMENSIONS CHEAT SHEET

1 ROUNDABOUT SIZE: The center of the roundabout should be as large as possible within intersection constraints - roundabout must allow for adequate vehicle circulation around the circle in all directions. Leave at least 15 ft. of space between the curb corner and inner curb defining the circle.

2 SPLITTER ISLAND SIZE: Recommended longitudinal dimension for a splitter island varies greatly, depending on design speed, roadway configuration and type of roundabout being designed.

3 PEDESTRIAN CROSSINGS: A true mini roundabout typically requires pushing pedestrian crossings back to accommodate vehicle circulation and preserve pedestrian safety - place relocated pedestrian crossings 20 - 25 ft. "upstream" of the roundabout entrance line.

4 BIKE-FRIENDLY MINI-ROUNDABOUTS: Vehicles typically travel through mini-roundabouts at 12 - 20 mph - similar to the speed of bicycle travel. Thus, people on bikes should navigate through a mini-roundabout as if they were a vehicle, in a shared lane condition. If bike lanes are present approaching a mini roundabout, they should be terminated prior to the intersection. Include signs to alert all users of merging. FHWA's mini-roundabout guidance suggests the following:

"Terminate the bike lane at least 100 ft. upstream of the entrance line, provide a 50 ft. taper ending prior to the crosswalk at the roundabout entry, and use a dotted bike lane stripe for the last 50 to 200 ft. prior to the beginning of the taper."



Demonstration roundabout in Livingston, CA
(Congress for the New Urbanism: California Chapter).

Surface Treatment

Temporary striping created with sidewalk chalk (spec sheet page 51).

Barrier Elements

Straw wattle acts as temporary curb - tree in center adds greenery. Cones and plants create a splitter island (spec sheet pages 28, 41, 69)

CASE STUDY: LONG BEACH, CA



Demonstration

Project Type: Mini-roundabout

Sponsor Organizations: City of Long Beach, Southern California Association of Governments

Agencies Involved: (same as above)

Materials Budget: ~\$1,000

Key Materials:

- » **Barrier Elements:** Plastic stanchions with sand-filled bases defined circle circumference, with plastic banners.
- » **Landscaping Element:** Plants and trees borrowed from local nursery.
- » **Signs:** MUTCD-compliant roundabout signs printed on large paper, pasted on cardboard, and affixed to A-frame barricades.
- » **Programming:** Outreach booth with information about long-term project and city-wide bike plan.

About the Project:

The Southern California Association of Governments (SCAG) has initiated a region-wide safety and encouragement campaign called GoHuman. As part of the campaign, SCAG, Street Plans, Alta Planning + Design, and cities across Southern California are spearheading Tactical Urbanism demonstration projects. An October 2016 campaign event in Long Beach, CA featured the demonstration of a bicycle boulevard included in the City's bike plan. The street, which connected to the City's open streets route, featured a mini-roundabout made with homemade signs, landscaping, and plastic stanchions, as well as artistic crosswalks, and permanent sharrows marked by city officials.



Demonstration traffic circle in Long Beach, CA (Street Plans).

Programming

Outreach booth with information about long-term project and city-wide bike plan.

Signs

MUTCD-compliant roundabout signs printed on large paper, pasted on cardboard, and affixed to A-frame barricades.

Barrier and Landscaping Elements

Borrowed plants placed at center, surrounded by visual barrier created with plastic stanchions and project banners.

CASE STUDY: MINNEAPOLIS, MN



Demonstration

Project Type: Protected intersection

Sponsor Organization: The Center for Prevention at Blue Cross and Blue Shield of Minnesota; Minneapolis Bicycle Coalition

Agencies Involved: Alta Planning + Design

Materials Budget: < \$500

Key Materials:

- » **Surface Treatments:** Black Roofing Paper; Spray Chalk; Astroturf
- » **Barrier Element:** Insulation Panels; DIY Plywood Planters

About the Project: On June 8th, 2014, the Minneapolis Bicycle Coalition and Alta Planning + Design built a one day protected intersection for Open Streets Minneapolis. With the use of design elements such as corner refuge islands, protected intersections force turning cars to slow down, create fully protected right turns for bicyclists, and shorten crossing distances for both pedestrians and cyclists. The Center for Prevention at Blue Cross and Blue Shield of Minnesota helped fund this project as a part of an advocacy campaign called Bikeways for Everyone focusing on the construction of 30 miles of protected bike lanes in Minneapolis by 2020. The one day demo allowed residents to experience and learn about this type of intersection and has since helped create a movement to implement them permanently.



Protected Bike Lane

Pop-up protected bike lane created with astro turf and homemade planters leads up to the intersection (spec sheet pages 68 - 69)

Barrier Element

Insulation panels cut to the shape of medians and painted gray to look like concrete create low-cost barrier elements to define the protected intersection.

Surface Treatments

Chalk arrows direct people biking around the protected intersection, helping illustrate how it is used. Tar paper crosswalks demonstrate high visibility crosswalks (spec sheet pages 47 and 51).

Demonstration intersection in Minneapolis, MN (Alta Planning + Design).

PALO ALTO RESIDENTIAL TRAFFIC CIRCLE

 Pilot

Project Type: Residential Traffic Circle

Location: Palo Alto, CA

Sponsor Organization/Agency:

City of Palo Alto Transportation Division



Pilot neighborhood traffic circle in Palo Alto, CA (Joshuah Mello).

CONTEXT

The City of Palo Alto Transportation Division installed a six-month pilot traffic circle at the intersection of Cowper Street and Coleridge Avenue, providing much needed traffic calming along two heavily used bike routes. Cowper Street is a city-designated bike route, and, in a city that has a 30 - 40% bicycle mode share for students traveling to school, Coleridge Avenue is a heavily used bike route.

DESIGN PROCESS

Designated as a ‘Traffic Safety Pilot Project,’ this temporary project was the first of its kind by the City of Palo Alto. The project arose as a response to community concerns about safety at the Cowper and Coleridge intersection. Parents in the neighborhood raised concerns that the intersection was unsafe for children biking to school. While Coleridge Avenue had a stop sign in place at each side of the intersection,

Cowper Street allowed free flowing traffic. This condition led to concerns that students were not able to cross Cowper safely when traveling along Coleridge.

Parents and local neighbors originally requested stop signs at Cowper, but after the city’s warrant analysis ruled out this option, the Transportation Division began searching for other solutions. The city identified a neighborhood traffic circle as one option for addressing community concerns. A small, neighborhood-level traffic calming project of this nature didn’t warrant a full 1-year public outreach process, and the city felt that a pilot may be a more effective way to evaluate the concept and gather public input.

Joshuah Mello, the Chief Transportation Official with the City of Palo Alto, notes that testing the project

through a pilot “helped people realize that while the neighborhood traffic circle had great potential to improve safety, it would not have a major impact on traffic circulation. If you talk about a traffic calming idea like this in a public meeting, people tend to think the project will be a lot more impactful in terms of vehicle mobility than it actually is.”

An on-call traffic consultant created the design for the traffic circle using bolted down rubber curb stops that the city already had on hand, four type-1 barricades with traffic circle signs attached, and yellow traffic paint. The type 1 barricades were used to temporarily hold the traffic circle signs, but were quickly upgraded to delineators once available. A sign on the street corner also clearly states the name and duration of the pilot project and invites people to call or email with questions or concerns. While Safe Routes to School leaders of the nearby Walter Hays Elementary



Pilot neighborhood traffic circle signs in Palo Alto, CA (Joshuah Mello).



Local bike advocates evaluate the new intersection configuration (Joshuah Mello).

“IF YOU TALK ABOUT A TRAFFIC CALMING IDEA LIKE THIS IN A PUBLIC MEETING, PEOPLE TEND TO THINK THE PROJECT WILL BE A LOT MORE IMPACTFUL IN TERMS OF VEHICLE MOBILITY THAN IT ACTUALLY IS.”

- JOSHUAH MELLO

School reported very positive feedback, the results were decidedly mixed. The initial project design left the two existing stop signs in place, which according to Mello, caused some confusion and possibly influenced what local residents thought of the project.

Following a series of intercept survey of street users and residents located within proximity of the intersection, the city received 69 positive comments about the circle and 68 negative, with the latter group asking for a four-way stop to be reconsidered. As of the writing of this case study, the City of Palo was engaged in another iteration of the pilot project. This time, they have removed the stop signs altogether and are letting traffic flow freely around the traffic circle for a period of 6 months. Another survey process will reveal whether the improvement will be made permanent or not.

LESSONS LEARNED

While the jury is still out on the Cowper / Coleridge intersection, the process of testing traffic safety projects has been a success for the City of Palo Alto. Indeed, at a small scale, it has helped the City gather community feedback, while reviewing the effectiveness of pilot project materials. Palo Alto will continue to look for other opportunities to use this iterative design approach as a way to quickly make streets safer and gain feedback from the community by allowing them to experience projects first hand. Indeed, this past October, the City worked with the Silicon Valley Bicycle Coalition to test out a parking-protected bikeway along Bryant Street for the 7th Annual Bike Palo event, which attracted 800 participants.

Memo

DATE: March 9, 2026

TO: Transportation Advisory Committee

FROM: Scott Fleury PE, Public Works Director

DEPT: Public Works

RE: Enterprise System Funding

BACKGROUND:

Budgeting and Funding

Each Department/Enterprise must account for the costs of improvements and major maintenance items. Funding for projects comes from a variety of sources, including user fees/rates, grants, gas taxes and system development charges (SDC). Large scale capital and maintenance projects often require a debt instrument to cover total cost and the debt is paid using fees and rates over the loan period. Loan periods can range anywhere from five (5) to thirty-five (35) years. Loans/Debt can be traditional bank borrowing, or bonds issued by the City.

For the enterprise funds that utilize user fees/rates to support operations, maintenance and capital projects, staff coordinates with a financial advisor to develop or update Cost of Service & Rate Studies. The rate study accounts for personal and material costs, existing debt payments, financial policy requirements and expected capital needs for the two (2) and six (6) year periods associated with the adopted Capital Improvement Plan (CIP). The rates recommended by the study provide the ability to cover all projected costs within each fund, specifically for the two-year budgeted period.

Transportation Projects

The focus of the Transportation CIP and general maintenance projects is roadway rehabilitation and improving the Pavement Condition Index (PCI) rating. The City has a goal of maintaining all roadways at a 70 PCI or better. Reference figure 1 below for a visual representation of PCI's.

There is a focus within maintenance/rehabilitation to provide higher order facilities for both cyclists and pedestrians (bike lanes/sidewalk infill). This is in alignment with TSP goals and

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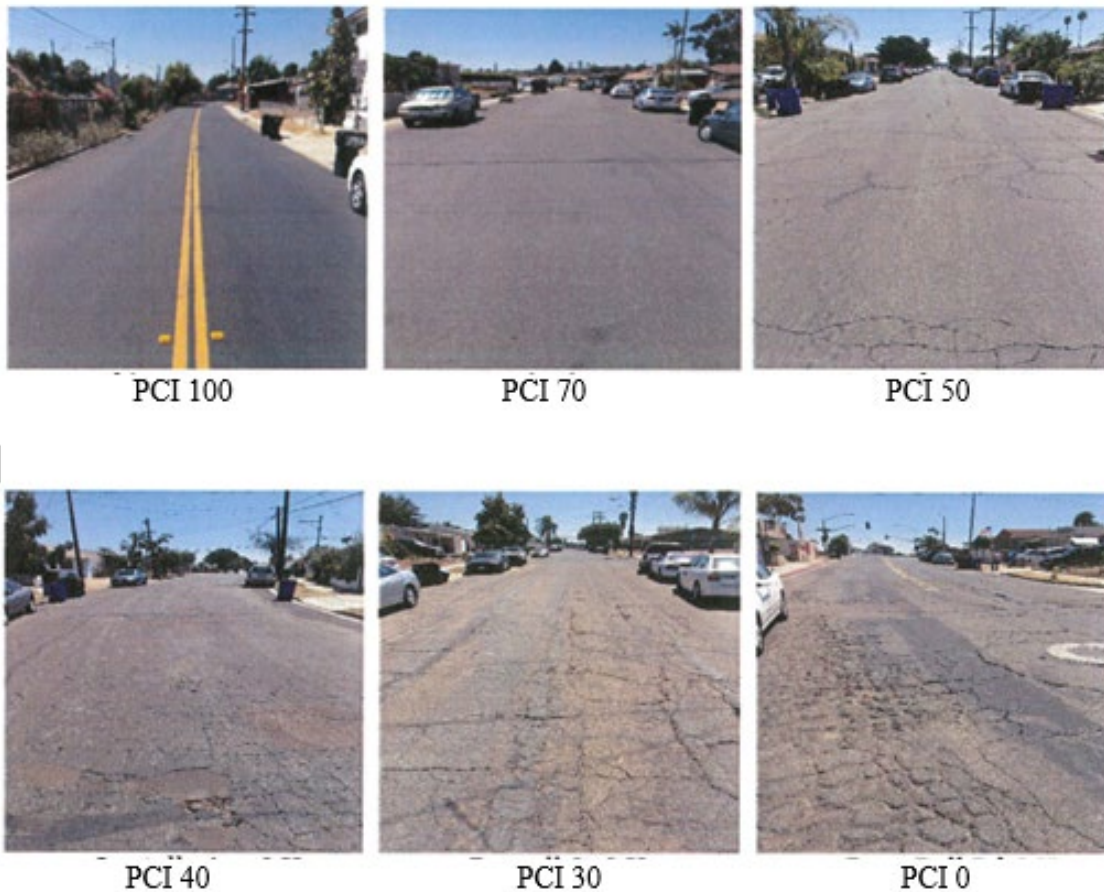


Memo

Council policies that promote an improved multimodal transportation network. During the design process for the major rehabilitation projects traffic calming and pedestrian safety improvements will be prioritized for inclusion as well as potential bike facility improvements.

Staff expects to begin the Transportation System Plan Update in 2026 and this will help develop and drive future project priorities for the community. Per the code, the City's Transportation Committee has reviewed the Transportation Network CIP and recommended Council approve as presented.

Figure 1: PCI



Transportation Funding

The "Street Fund" and associated transportation projects are funded through the collection of the street user fee, state gas tax, food & beverage tax, system development charges, local improvement districts (LIDs), and grants.

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The State gas tax allocation is 20% for City's, 30% for Counties and 50% for the Oregon Department of Transportation. The general allocation of gas tax is a per dollar amount per capita for the City. Generally the gas tax provides around \$1.6-1.7 million. The City also collects a "street user" fee that provides around \$1.75 million in revenue. Additionally the City allocates 73% of the collected food and beverage tax to the street fund to pay off "debt" incurred for roadway rehabilitation projects (Ashland St., North Mountain, Siskiyou, Oak). The City also collects Transportation System Development Charges that can be applied to projects and debt as defined in the methodology (percentage of cost). The last street user fee increase was in 2019. The monthly single family user fee is \$9.56/month.

Table 1: Street Fund Budget Overview

Street Fund				
Revenue Source	FY26	FY27	Totals	
Carry Forward Fund Balance	\$ 3,815,163	\$ -	\$ 3,815,163	
Food and Beverage Tax	\$ 2,600,000	\$ 2,730,000	\$ 5,330,000	
Public Works Grants	\$ -	\$ 1,175,000	\$ 1,175,000	
Gasoline Tax	\$ 1,753,294	\$ 1,742,288	\$ 3,495,582	
R V T D Tokens & Passes	\$ 15,000	\$ 15,000	\$ 30,000	
Public Works Services	\$ 6,100	\$ 6,400	\$ 12,500	
Transportation Utility Fee	\$ 1,750,000	\$ 1,800,000	\$ 3,550,000	
Unbonded Assessment Payments	\$ 3,000	\$ 3,000	\$ 6,000	
Proceeds from Debt Issuance	\$ 7,215,157	\$ 7,215,157	\$ 14,430,314	
TOTAL STREET FUND REVENUE	\$ 17,157,714	\$ 14,686,845	\$ 31,844,559	
Revenue Source				
Gasoline Tax	\$ 1,753,294	\$ 1,742,288	\$ 3,495,582	
Transportation Utility Fee	\$ 1,750,000	\$ 1,800,000	\$ 3,550,000	
	\$ 3,503,294	\$ 3,542,288	\$ 7,045,582	
Street Fund Expenses				
Regular Employees	\$ 1,435,961	\$ 1,495,102	\$ 2,931,063	
Materials and Services	\$ 3,270,813	\$ 3,731,202	\$ 7,002,015	
People and M&S Totals	\$ 5,379,602	\$ 5,928,863	\$ 11,308,465	
CIP				
Capitalized Projects	\$ 5,267,838	\$ 10,251,216	\$ 15,519,054	
Debt				
Total Annual Debt (Current)	\$ 429,625	\$ 427,891	\$ 857,516	

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Transportation Project Development

During the TSP update process improvements are defined for all modes and generally all of the projects defined and total costs exceed the planned available funding within a 25 year planning window. This total is referenced as the preferred plan.

The projects are then paired down to what is considered a “fiscally constrained” list. This list is defined as what is expected to be funded within the 25-year window when compared to previous expense and associated revenues.

The Financially Constrained Plan and Preferred Plan facilitate the TSP’s implementation. The projects, programs, and studies included in the Financially Constrained Plan are higher priority projects on which the City plans to focus their funding resources. The Preferred Plan helps the City leverage opportunities that may arise through development, unexpected grant monies, and/or agency partnerships to implement additional projects, studies and/or programs identified as needed and desired.

Public Works then takes the transportation system prioritized projects and aligns them in the 2/6 year Capital Improvement Plan (CIP). The priority of the project is one consideration that is given to a project when aligning them in the CIP document. Other considerations include associated projects from other enterprise funds and their master plan requirements (water, wastewater and storm); project funding and grant availability during given years; road network Pavement Condition Index; Regulatory requirements/changes and Council goals.

The CIP is a living and evolving document and changes from biennium to biennium based on all the considerations/requirements at the time. The CIP is a planning level document and not prescriptive in the expectation that all projects get completed in the specified timeframe and at the estimated costs. Generally, the costs shown in the CIP are planning level estimates and can fluctuate dramatically given inflation in labor and materials. The project scope can also change from when it is original development either increasing or decreasing project cost. Actual project costs are refined through the preliminary and final engineering process for each project.

Once the Council approves the CIP document and the biennium budget then staff begin the process of “project delivery”. This usually starts with development of a solicitation for professional services and then contract negotiation with the highest ranked proposer for engineering services. Once a scope and fee is negotiated then contract approval is

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brought before the City Council. Once the engineering phase is complete the project is publicly bid for construction and again a construction contract is brought before Council for approval.

Cost Estimating

Cost estimates developed in the CIP document generally start with a planning level opinion of cost that is developed during the master plan process. These costs are always established with a base year and not inflated to coincide with a prioritized project year. These initial opinions of cost can have a wide range of error associated with them. These opinions of costs are refined through the preliminary and final engineering stages of project development. Staff does try to add a general inflationary index increase to the planning level opinions of cost during development of the biennial CIP document and updates costs of projects currently in a design phase appropriately.

Table 2: Cost Estimating Class Levels

ESTIMATE CLASS	Primary Characteristic	Secondary Characteristic		
	MATURITY LEVEL OF PROJECT DEFINITION DELIVERABLES Expressed as % of complete definition	END USAGE Typical purpose of estimate	METHODOLOGY Typical estimating method	EXPECTED ACCURACY RANGE Typical variation in low and high ranges at an 80% confidence interval
Class 5	0% to 2%	Functional area, or concept screening	SF or m ² factoring, parametric models, judgment, or analogy	L: -20% to -30% H: +30% to +50%
Class 4	1% to 15%	or Schematic design or concept study	Parametric models, assembly driven models	L: -10% to -20% H: +20% to +30%
Class 3	10% to 40%	Design development, budget authorization, feasibility	Semi-detailed unit costs with assembly level line items	L: -5% to -15% H: +10% to +20%
Class 2	30% to 75%	Control or bid/tender, semi-detailed	Detailed unit cost with forced detailed take-off	L: -5% to -10% H: +5% to +15%
Class 1	65% to 100%	Check estimate or pre bid/tender, change order	Detailed unit cost with detailed take-off	L: -3% to -5% H: +3% to +10%

Conclusion:

TAC should review the information and ask questions of staff as necessary.