Council Business Meeting Agenda

ASHLAND CITY COUNCIL
BUSINESS MEETING AGENDA
Tuesday, April 4, 2023
Council Chambers, 1175 E Main Street

View on Channel 9 or Channels 180 and 181 (Charter Communications)
or live stream via rvtv.sou.edu select RVTV Prime.

HELD HYBRID (In-Person or Zoom Meeting Access)

For written public testimony, email public-testimony@ashland.or.us
using the subject line: Ashland City Council Public Testimony

For public oral testimony, fill out a Speaker Request Form at ashland.or.us/speakerrequest
and return to the City Recorder at melissa.huhtala@ashland.or.us

5:30 PM Executive Session

The Ashland City Council will hold an Executive Session for the following:

1. City Manager Review, pursuant to ORS 192.660(2)(i).

6 p.m. Regular Business Meeting*

II. **CALL TO ORDER**
   1. Land Acknowledgement**

III. **PLEDGE OF ALLEGIANCE**

IV. **ROLL CALL**

V. **MAYOR'S/CHAIR OF THE COUNCIL ANNOUNCEMENTS**
   1. Proclamation Recognizing National Public Safety Telecommunicators Week 2023
   2. Council Advisory Committee Appointment

VI. **APPROVAL OF CITY COUNCIL MINUTES *****
   1. Minutes of the January 31, 2023, Business Meeting
   2. Minutes of the February 7, 2023, Business Meeting
   3. Minutes of the March 15, 2023, Special Meeting
   4. Minutes of the March 20, 2023, Study Session Meeting
   5. Minutes of March 21, 2023, Business Meeting

VII. **SPECIAL PRESENTATIONS**

VIII. **CITY MANAGER REPORT**

Better Together

Council Business Meeting Agenda

IX. **PUBLIC FORUM (15 minutes)** (Public input or comment from the audience on City business not included on the agenda.)

X. **CONSENT AGENDA**

XI. **PUBLIC HEARINGS** (Hearings shall conclude at 8:00 p.m. and be continued to a future date to be set by the Council, unless the Council, by a two-thirds vote of those present, extends the hearing(s) until up to 9:30 p.m. at which time the Council shall set a date for continuance and shall proceed with the balance of the agenda.)

1. Public Hearing and First Reading of Ordinance 3220 Amending the City's Food and Beverage Tax to correspond with the City's referendum ballot language on the May 16, 2023, Special Election

XII. **UNFINISHED BUSINESS**

XIII. **NEW BUSINESS**

1. 2023-2025 Biennial Capital Improvement Plan (CIP) Adoption

XIV. **ORDINANCES, RESOLUTIONS AND CONTRACTS**

1. Contract for 2023 Street Slurry Seal Projects
2. Contract for Water Utility Brass Fittings
3. Second Reading of Ordinance 3218 adopting the 2022 Oregon Fire Code

XV. **OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS**

1. Additional 2023-2025 Biennium Citizens' Budget Committee Calendar Meeting
2. Transportation Advisory Committee study of restaurant parklets request

XVI. **ADJOURNMENT OF BUSINESS MEETING**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Manager's office at 541.488.6002 (TTY phone number 1.800.735.2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).

* Items on the Agenda not considered due to time constraints are automatically continued to the next regularly scheduled Council meeting [AMC 2.04.030.(D)(3)]

** LAND ACKNOWLEDGEMENT: We acknowledge and honor the aboriginal people on whose ancestral homelands we work—the Ikirakutsum Band of the Shasta Nation, as well as the diverse and vibrant Native communities who make their home here today. We honor the first stewards in the Rogue Valley and the lands we love and depend on: Tribes with ancestral lands in and surrounding the geography of the Ashland Watershed include the original past, present and future indigenous inhabitants of the Shasta, Takelma, and Athabaskan people. We also recognize and acknowledge the Shasta village of K'wakhakha - "Where the Crow Lights" - that is now the Ashland City Plaza.

***Agendas and minutes for City of Ashland Council, Commission and Committee meetings may be found at the City website, ashland.or.us/Agendas.asp.

CITY OF ASHLAND
Better Together

A PROCLAMATION FOR NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK 2023 IN ASHLAND

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services, *and*

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property, *and*

WHEREAS, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone Emergency Communications of Southern Oregon (ECSO 911), *and*

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services, *and*

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and ensuring their safety, *and*

WHEREAS, Public Safety Telecommunicators of ECSO 911 have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients, *and*

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE, I, Tonya Graham, Mayor of the City of Ashland, Oregon, on behalf of the City Council, do hereby acknowledge April 9 through 15, 2023, to be National Public Safety Telecommunicators Week 2023 in the City of Ashland, in honor of the men and women whose diligence and professionalism keep our city, county and nation safe. Their work to protect our community proves that In Ashland we are "Better Together."

Dated this 21st day of March 2023

Tonya Graham, Mayor

Melissa Huhtala, City Recorder

Better Together

Council Business Meeting

April 4, 2023

Agenda Item	Council Advisory Committee Appointment – SERJAC – Barbara Geraghty	
From	Melissa Huhtala	City Recorder
Contact	melissa.huhtala@ashland.or.us	
Item Type	Requested by Council ☒ Update ☐ Request for Direction ☐ Presentation ☐	

SUMMARY

Confirm Mayor's appointment of Barbara Geraghty to the Social Equity and Racial Justice Advisory Committee.

POLICIES, PLANS & GOALS SUPPORTED

Ashland Municipal Code (AMC) Chapter 2.20.

BACKGROUND AND ADDITIONAL INFORMATION

This is confirmation by the City Council of the Mayor's appointment to the Social Equity and Racial Justice Advisory Committee.

FISCAL IMPACTS

N/A

DISCUSSION QUESTIONS

N/A

SUGGESTED NEXT STEPS

I move to approve the appointment of Barbara Geraghty to the Social Equity and Racial Justice Advisory Committee with a term expiring April 30, 2026.

REFERENCES & ATTACHMENTS

Attachment 1: Application

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CITY OF
ASHLAND

APPLICATION FOR APPOINTMENT TO CITY COMMISSION/COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 20 E Main Street, or email melissa.huhtala@ashland.or.us. If you have any questions, please feel free to contact the City Recorder at 488-5307. **Attach additional sheets if necessary.**

Name Barbara Geraghty

Requesting to serve on: SERJAC (Commission/Committee)

Mailing Address [redacted]

Physical Address Same as above

Occupation Retired Phone: Home [redacted]

Work

Email [redacted]

Fax

1. Education Background

What schools have you attended? CSUF

What degrees do you hold? BA, Communications

What additional training or education have you had that would apply to this position?

2018-2022 Consulting practice negotiating high-value partnerships between nonprofits focused on racial & gender equity and corporate diversity initiatives.

2. Related Experience

What prior work experience have you had that would help you if you were appointed to this position?

Professional speaker working with Fortune 500 tech companies, member of National Speakers Association

Published author (Visionary Selling, Simon & Schuster)

Extensive philanthropic experience in gender equity, economic development, youth mentorship

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Yes, I have no experience in city governance, policies and procedures.

3. **Interests**

Why are you applying for this position? Passionate commitment to racial equity

Desire to increase understanding, encouragement and celebration of diversity in Ashland

New to community and want to contribute!

4. **Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Yes, prefer day

5. **Additional Information**

How long have you lived in this community? Since 1-1-2023

Please use the space below to summarize any additional qualifications you have for this position

I am a businesswoman with strong strategic thinking and forward planning skills. I bring innovative ideas to team discussions on problems and solutions. Since I am retired, I have time and energy for projects and background research. I am an accomplished interviewer, group facilitator and report writer. I have extensive fundraising experience and with training could handle grant writing. I am personable and tend to get along with everyone.

March 28, 2023

Date

Signature

ASHLAND CITY COUNCIL
SPECIAL CALLED BUSINESS MEETING DRAFT MINUTES
Tuesday, January 31, 2023
Council Chambers, 1175 E. Main Street

View on Channel 9 or Channels 180 and 181 (Charter Communications) or live stream via rvtv.sou.edu select RVTV Prime.

HELD HYBRID (Limited In-Person Social Distancing Seating and Zoom Meeting Access)

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For public oral testimony, fill out a Speaker Request Form at ashland.or.us/speakerrequest and return to the City Recorder.

6:00 PM Regular Business Meeting*

I. **CALL TO ORDER**

1. Land Acknowledgement**

Councilor Hyatt read the Land Acknowledgement.

II. **PLEDGE OF ALLEGIANCE**

Councilor Kaplan led the pledge.

III. **ROLL CALL**

Councilor Chair Graham, Councilors' Hyatt, Kaplan, DuQuenne, and Hansen were present.

Kaplan asked to add an agenda item regarding Staff to come back with an amendment to Council practices and protocols that reads that the Mondays before business meetings that land on a holiday that the Study Session is moved to Wednesday.

Kaplan/Hyatt moved to add this item to the Agenda. Discussion: None. Roll Call Vote: Hyatt, Kaplan, Graham, DuQuenne and Hansen: YES. All Ayes. Motion passed unanimously.

Hansen requested to add a discussion item regarding construction for mountain avenue and Ashland street regarding a project for adding a bike lane.

Hansen/Kaplan moved to add this item to the agenda. Discussion: None. **Roll Call Vote: Hansen, DuQuenne, Kaplan and Hyatt: YES. Motion passed unanimously.**

Public Forum
Paul – Ashland -Spoke regarding the location of the cell tower. He spoke against the location of the tower and urged Council to not put the tower in the location.

IV. **NEW BUSINESS**

1. Chair of the City Council Election

Hyatt/Kaplan I move to confirm Councilor Graham as Chair of the Council for one year. Discussion: None. Roll All Vote: Hyatt, Graham, Kaplan, DuQuenne and Hansen: YES. All Ayes. Motion passed unanimously.

2. City Council liaison appointments

Graham gave a brief Staff Report.

Council discussed options.

Hyatt/Hansen moved that the City Manager extend invitations to key stakeholders within the community to join our economic development conversation on March 6, 2023. Hansen seconded. Discussion: Hyatt spoke that we are in a time of change and welcomes the conversation of new ideas. Hansen spoke that bringing the round table is a great step and looks forward to moving forward**. Roll Call Vote: Hyatt, Graham, Hansen, Kaplan and DuQuenne: YES. All Ayes. Motion passed unanimously.**

3. Council Election or Process to fill Mayor and Councilor Vacancies

City Attorney Doug McGeary gave a brief Staff Report.

Council discussed the appointment process.

Hyatt/Hansen moved that Council utilize a councilor seat selection process using our precedent process for Council seat 6 back in 2018. For Council Seat #3 engage in an application process and leverage the precedent set by Council Seat in #6 in 2018 and move forward with that process. Discussion: Hyatt spoke that the process used in the past has served the community well. Hansen spoke that he like the precedence of this process and spoke in support of the motion. **Roll Call Vote: DuQuenne, Kaplan, Hyatt, Graham and Hansen: YES. All Ayes Motion passed unanimously.**

Hyatt/DuQuenne moved that the City of Ashland accept applications for Council Position 3 through 5PM February 14, 2023; interviews completed by February 20, 2023; appointment will occur on February 21, 2023 at the Council Business Meeting. Discussion: Hyatt amended the motion to include appointment at the February 21st or 22nd 2023 Council Meeting. **Discussion on the amendment: None. Roll Call Vote on the amendment: Hansen, DuQuenne, Kaplan, Graham and Hyatt :YES. Motion passed unanimously**.

Main Motion Roll Call Vote: Graham, Hansen DuQuenne, Kaplan and Hyatt: YES. Motion passed unanimously.

Council discussed the Mayor appointment.

Hyatt/Kaplan moved that the Council take 1 week to consider the position of mayor to appoint the next Mayor within the council body. If no Councilor accepts appointment will then apply same process for Council seat 3. Discussion: Hyatt thanked those who served. Hansen spoke that he likes the idea of Mayor coming from this body but recognized that there are individuals in the community who could serve. **Roll Call Vote: Hyatt, Kaplan, DuQuenne, Hansen and Graham: YES. All Ayes. Motion passed unanimously.**

4. Citizens Budget Committee Appointments

While Staff tallied the votes Chair Graham brought up Public Forum Mike Gardiner regarding Study Session dates.

Mike Gardiner – Ashland – Mr. Gardiner spoke regarding the Study Session suggestion and that others may need the room and to take that into consideration.

Kaplan/Hyatt moved to direct Staff to come back at the next meeting with a recommendation of how we can schedule a study session which is bumped due to a holiday and bring this item to the next Council Meeting for more information. Discussion: Kaplan spoke that to the importance to the meetings and work needs to get done. Hyatt spoke agreed with Kaplan and to the importance of Study Sessions. **Roll Call Vote: Hyatt, Graham, DuQuenne, Hansen and Kaplan: YES. Motion passed unanimously.**

Hyatt/Kaplan moved to direct Staff to set up a Council Business Meeting on February 22, 2023 as a direct result of the 3 missed study sessions in 2023. Discussion: None. **Roll Call Vote: Hyatt, Graham, DuQuenne, Hansen and Kaplan: YES. Motion passed unanimously.**

Continued with the Budget Committee Appointments.

Hansen/Graham moved to appoint the following individuals Andy Card, Jeff Dahle, Eric Navickas, Mike Gardiner and Linda Peterson Adams to the Budget Committee. Discussion: Hansen and Graham thanked all. DuQuenne that the State of Revenue has training for Budget Committees and would be a good idea to look into this. **Roll Call Vote: DuQuenne, Hansen, Kaplan, Graham and Hyatt: YES. Motion passed unanimously.**

Hyatt/Kaplan moved to appoint the following individuals for the term ending June 30, 2025, Andy Card and Jeff Dahle. Discussion: None. **Roll Call Vote: Hansen, Graham, Kaplan and Hyatt: YES. DuQuenne: NO. Motion passed 3-1.**

Hyatt/Kaplan moved to appoint the following individuals for the term ending June 30, 2024 Eric Navickas and Linda Peterson Adams. Discussion: Kaplan explained the logic of the terms. DuQuenne spoke that she voted wrong and would like to correct her vote regarding the previous . McGeary explained the process.

3. Community Renewable Energy Planning Grant Application

Director of Electric Thomas McBartlett gave a Staff Report.

Council discussed options.

Hyatt/ Kaplan moved to authorize staff to submit an application to ODOE for a CREP planning grant. Discussion: Hyatt and Kaplan thanked Director of Electric Thomas McBartlett and Staff for their work on this application. **Roll Call Vote: Kaplan, Graham, Hyatt, Hansen and DuQuenne: YES. Motion passed unanimously.**

Graham spoke that due to the Mayor appointment there is now an opening for a Councilor position.

Council discussed the process.

Hyatt/Kaplan moved to apply the same process as we are for Council Seat 3 to the selection of an appointed position to Council Seat 2 and inform the term deadlines and implications. Discussion: None. **Roll Call Vote: Hyatt, Graham, Kaplan, DuQuenne and Hansen: YES. Motion passed unanimously.**

Council discussed that there may need to be a Special Meeting scheduled for the purpose of appointing the two positions.

I. ORDINANCES, RESOLUTIONS AND CONTRACTS

1. Sprint Telecommunication Franchise Renewal

Hyatt/Kaplan moved Council approve the franchise agreement with Sprint Communications Company L.P., wholly owned subsidiary of T-Mobile USA, Inc retroactive September 30, 2022, with a termination date of September 30, 2023. Discussion: Hyatt spoke in appreciation of the Legal department. **Roll Call Vote: Kaplan, DuQuenne, Hansen, Hyatt and Graham: YES. Motion passed unanimously.**

II. OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS

III. ADJOURNMENT OF BUSINESS MEETING

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Hyatt/DuQuenne moved to adjourn the Business Meeting at 9:30 PM. Discussion: None. **All Ayes. Motion passed unanimously.**

Respectfully submitted by:

DocuSigned by:
Melissa Huhtala
A02A82A0E5F2482...

City Recorder Melissa Huhtala

Attest:

Councilor Chair Graham

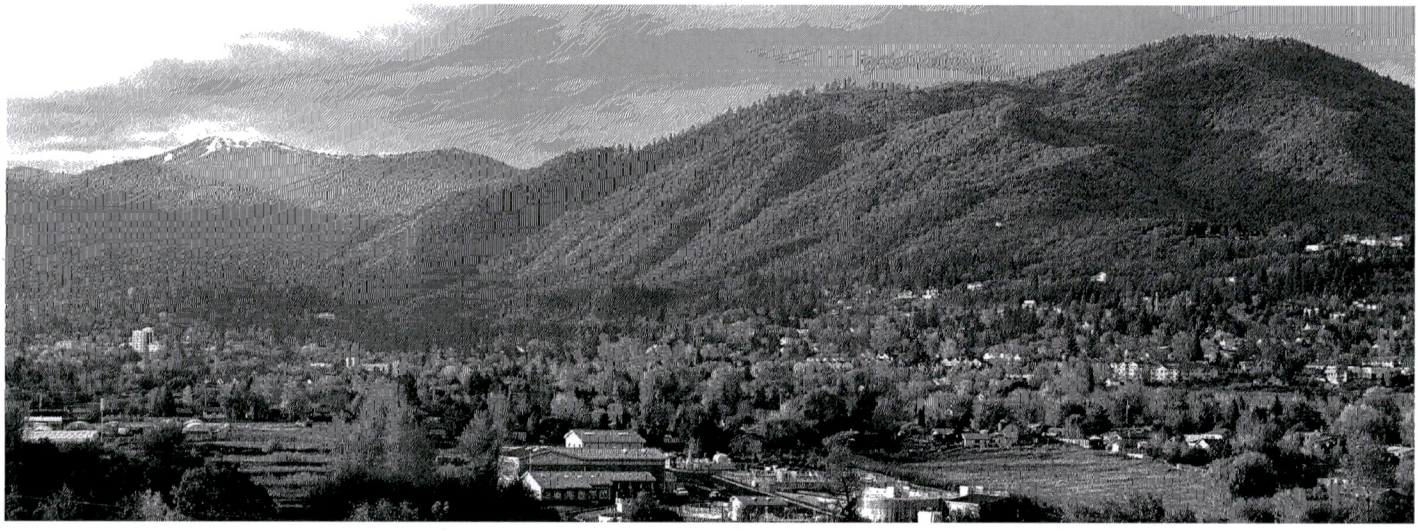
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Presentation to City of Ashland City Council

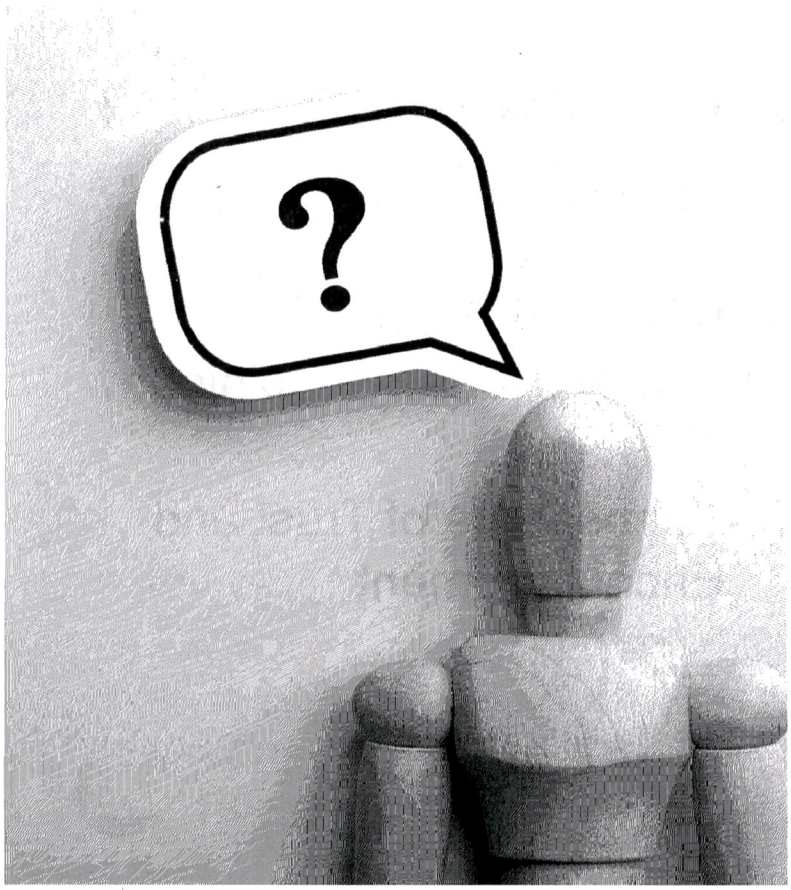
By Acting City Attorney Douglas M. McGeary
& CIS Deputy General Counsel Tamara E. Russell
February 7, 2023

CIS

- The Eight Habits of Highly Effective Councils
- Legal Issues re City Councilors' "Scope of Duties"
- Social Media: Potential Legal Pitfalls
- Q&A (a.k.a., "Let's play *Stump the City Attorney and CIS Lawyer*!")



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Habit #1

Think and act strategically

Habit #2: Understand & Demonstrate Teamwork

The Three Hallmarks of an Effective Small Group:

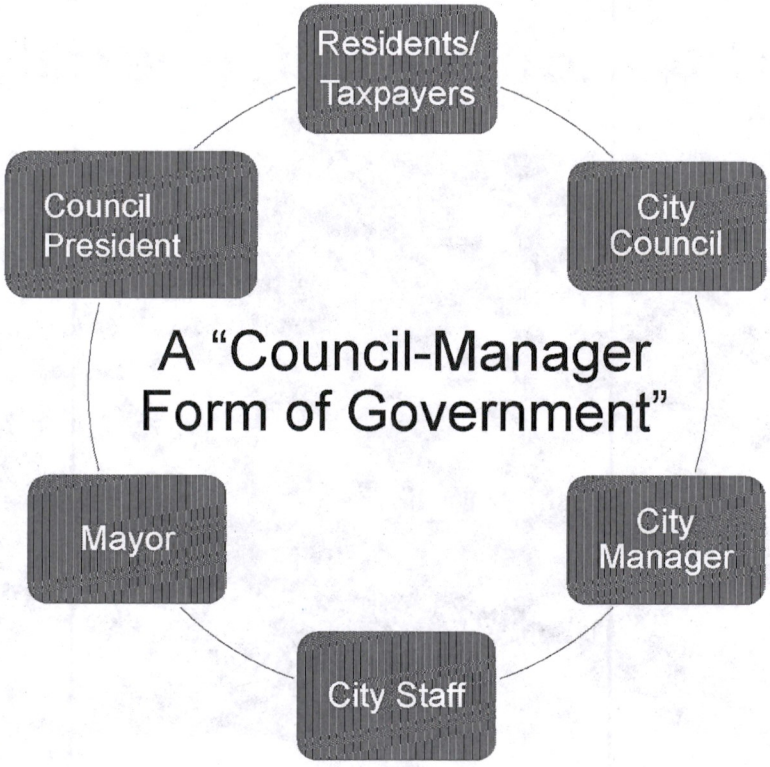
1. Interpersonal Skills
   Ability to Work With Others
2. Task Skills
   Knowledge to do a Job
3. Rational Skills
   Ability to Deal with Issues and Problems Rationally





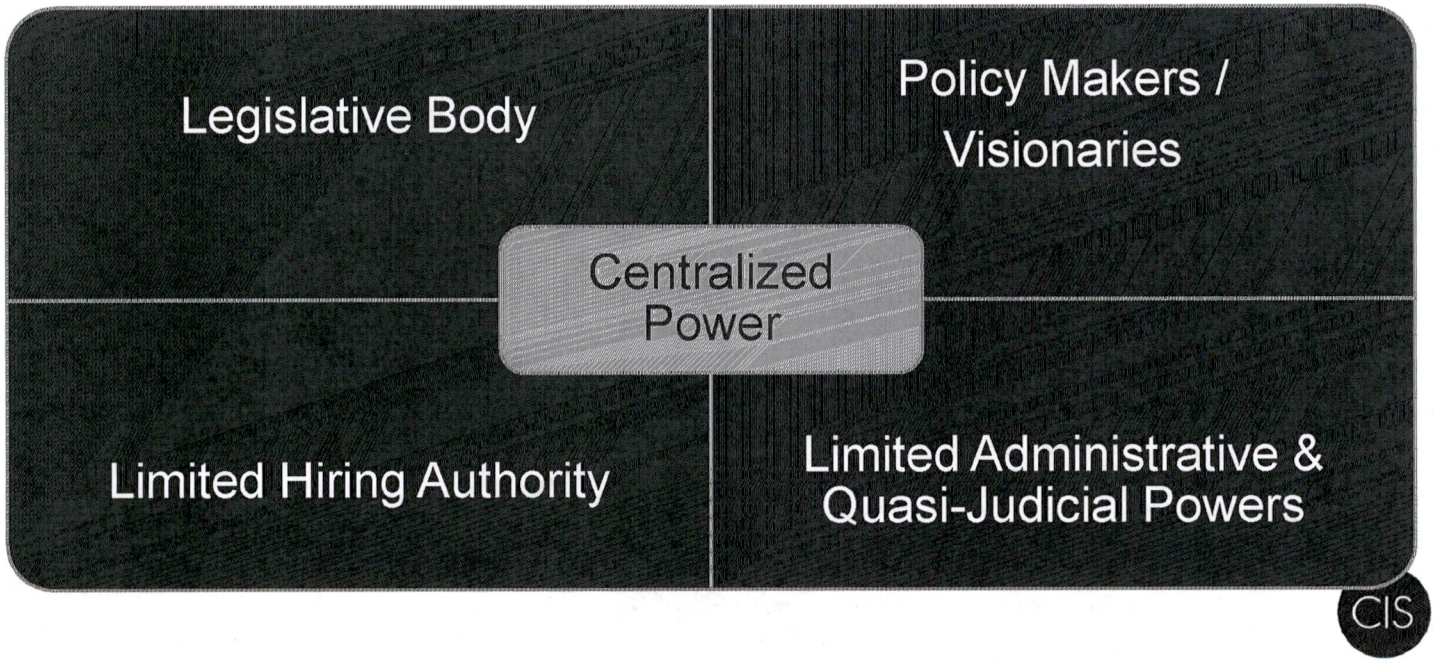
Habit #3

Define Roles and Responsibilities

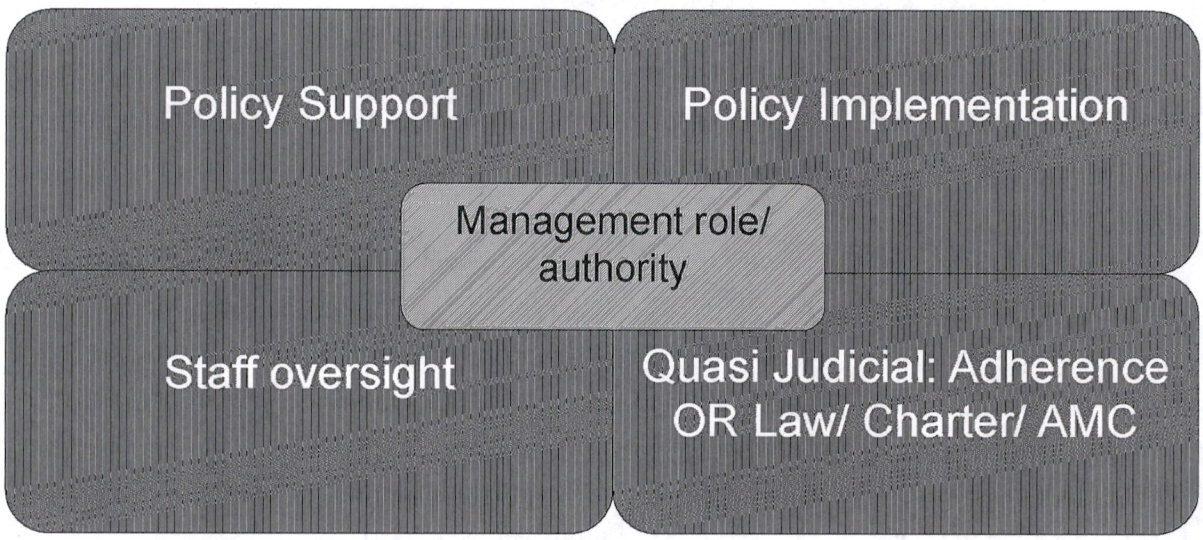

Residents/
Taxpayers
City
Council
City
Manager
City Staff
Mayor
Council
President
A "Council-Manager
Form of Government"

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City Councils - Generally



City Management- Generally

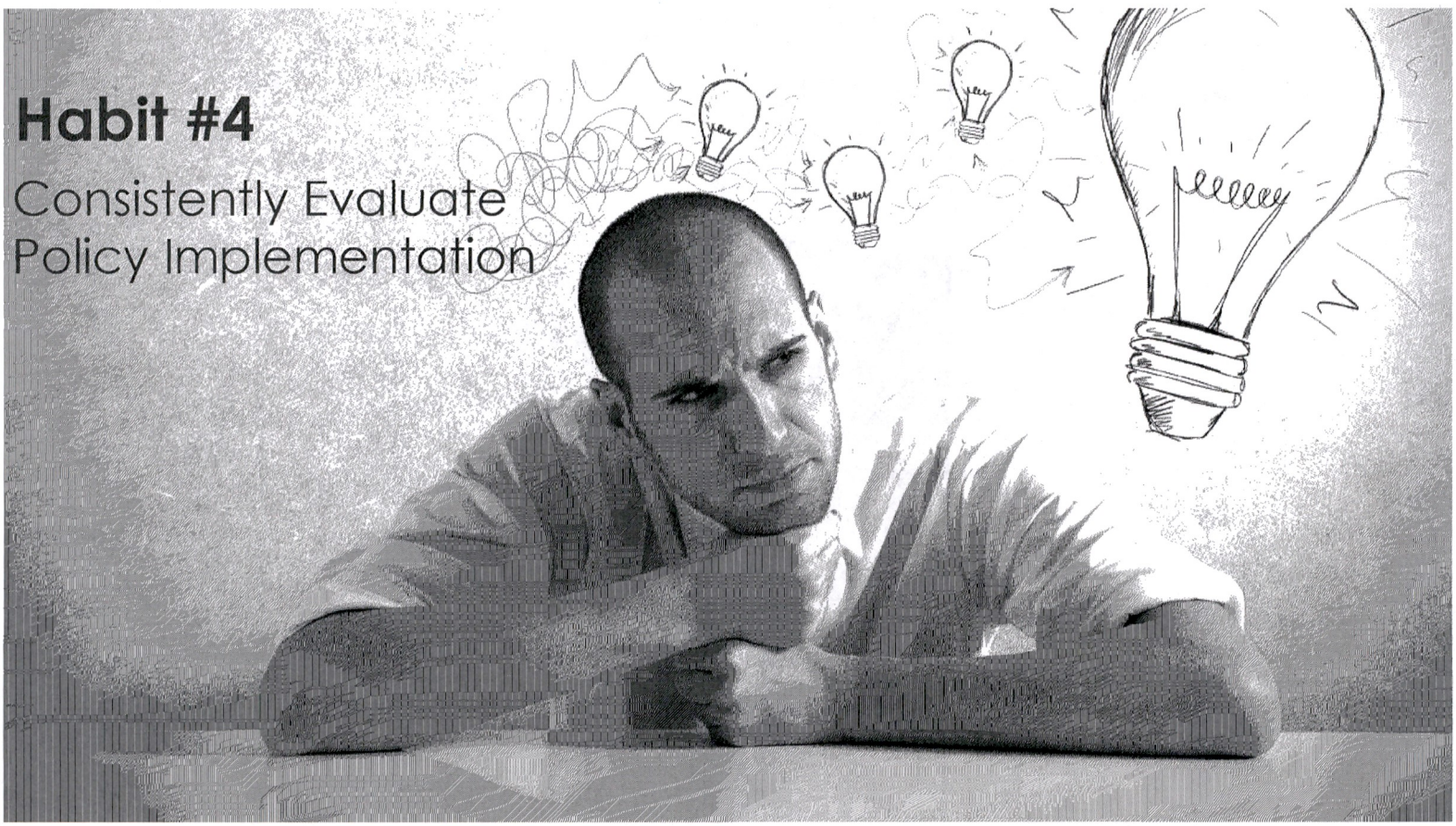


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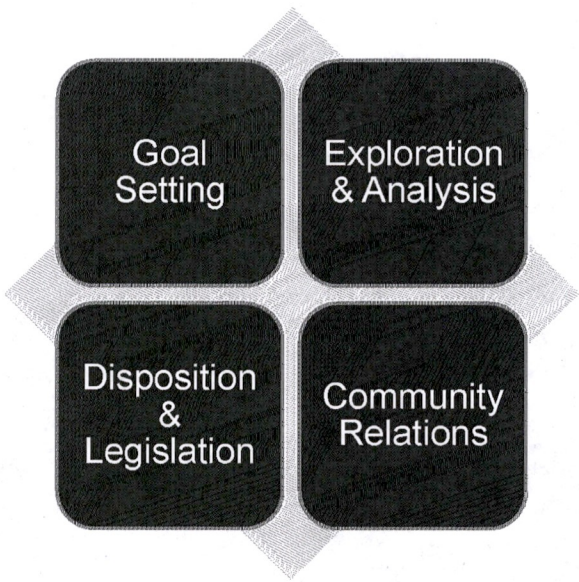
What "rules" apply to a City Council?

- Authority given by Charter, Ordinance & Resolution
- Authority does not rest with any single elected official but with the majority of the body
- City business is not an elected official's business
- City employees are not elected official's employees
- Elected officials can be held responsible for their actions toward city employees and third parties
- Statements made to the city attorney are not necessarily confidential

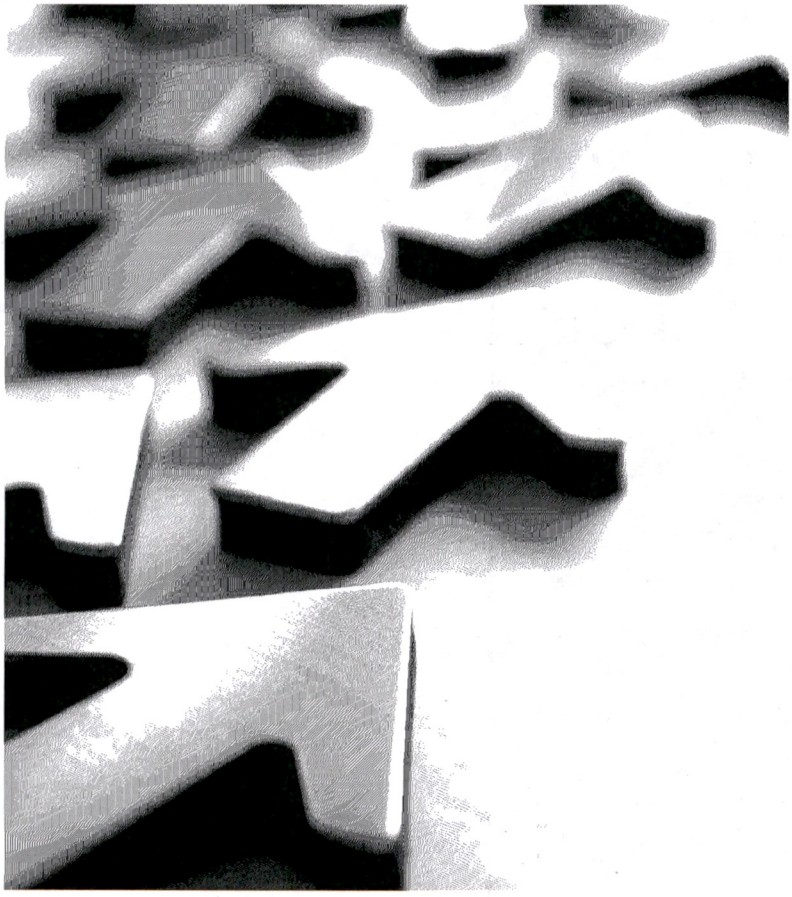
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Habit #4
Consistently Evaluate
Policy Implementation

Habit #5: Allocate Time Appropriately



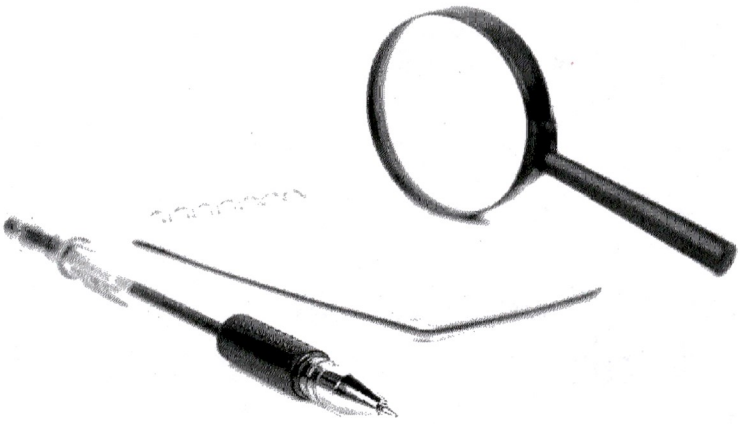
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Habit #6

Follow the Council's
Rules of Procedures

AMC 2.04 and City of
Ashland Resolution 2020-03

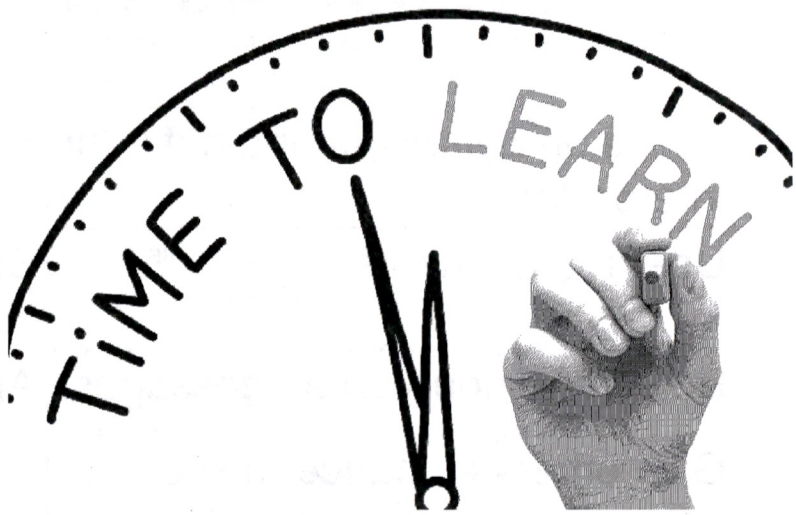


Habit #7

Seek Objective Assessments

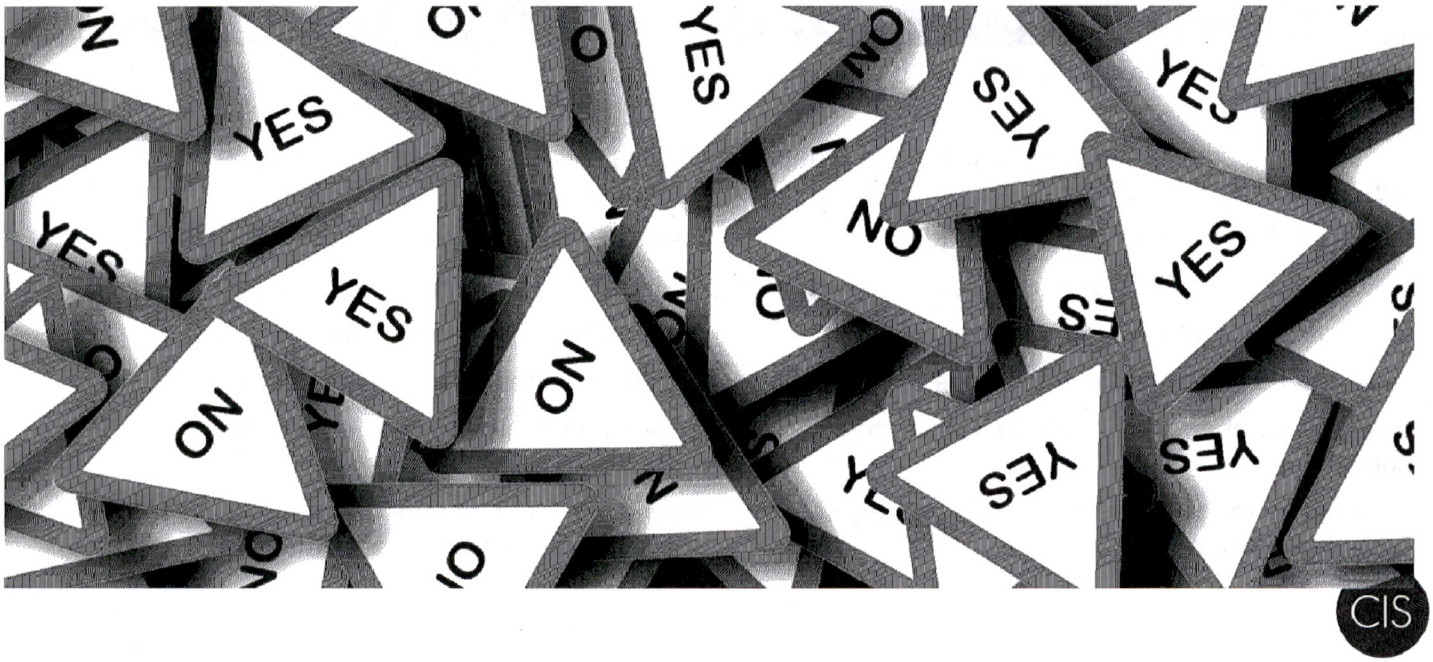
Habit #8

Never Stop Growing or Learning
(continuing education)



Example:
LOC's Elected Essentials Training
(available on the LOC website)

Legal Issues re City Councilors' "Scope of Duties"



Claims Against Public Officials

"[E]very public body is subject to civil action for its torts and those of its officers, employees and agents **acting within the scope of their employment or duties**, . . . arising out of a governmental or proprietary function . . . ." (ORS 30.265)

What isn't Included?

- Malfeasance in office;
- Willful or wanton neglect of duty;
- Actions outside the scope of duties/employment

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Public Records & Social Media

What social media content needs to be retained?

- At a minimum, any records covered by the general retention schedule under OAR, Ch. 166, Div. 200.
- These regulations do not specify a retention schedule for social media posts. BUT they do specify rules for "communications and distributions" and "complaints" received by the City.

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Public Records & Social Media

What social media content can be requested by the public?

- Any content that pertains to "the conduct of the public's business"
- This would include any content on a City-operated account because it is a product of City resources.
  - Ex. 1: Social media content that is no longer retained, but still recoverable on the web site.
  - Ex. 2: Direct messages or posts made on other user's pages.

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Types of Accounts

For cities, there are two types of social media accounts.

1. City-operated accounts
   - A city's main FB page, a police department's Twitter account, etc.
2. Private accounts
   - The accounts belonging to city staff and elected officials.
   - To what extent are these private accounts subject to regulation? Answer: Depends on how they are used!

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"Private" Accounts

Campbell v. Reisch, 986 F3d 822 (8th Cir 2021)

(Lawmaker's Twitter account was found to be a "private" account – lawmaker protected from liability for a First Amendment violation)



"Private" Accounts

Davison v. Randall, 912 F3d 666 (4th Cir 2019)

(County commissioner violated the First Amendment rights of a County resident by banning the resident from her Facebook page.)



"Private" Accounts: State of OR Interpretation

Social media posts are considered public records if:

- Posts are made on an official public agency account or on a private account that is being used to distribute information for that agency to the public . . . .
- If a private account is used to conduct government business[,] then it becomes public and is subject to the Oregon Public Records Law. . . ."

- Oregon State Archives, Record Management Section

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Key Takeaways

Have Two Social Media Accounts:

An "official" City Councilor social media page that you oversee and post to. Use this to inform the public about the City's business.

A "personal" social media page. Use this to post stories and pictures about your family and dog, write restaurant reviews, and to address non-City issues.



Key Takeaways

(1) CIS recommendation: Implement a Policy

(2) Professionalism matters on both your "official" and "personal" social media pages.

(3) When conducting the City's business on social media, you have no privacy rights.

(4) Visitors to your social media pages have First Amendment rights. There are legal consequences if you don't honor those rights (and may be coverage issues as well – see next slide).

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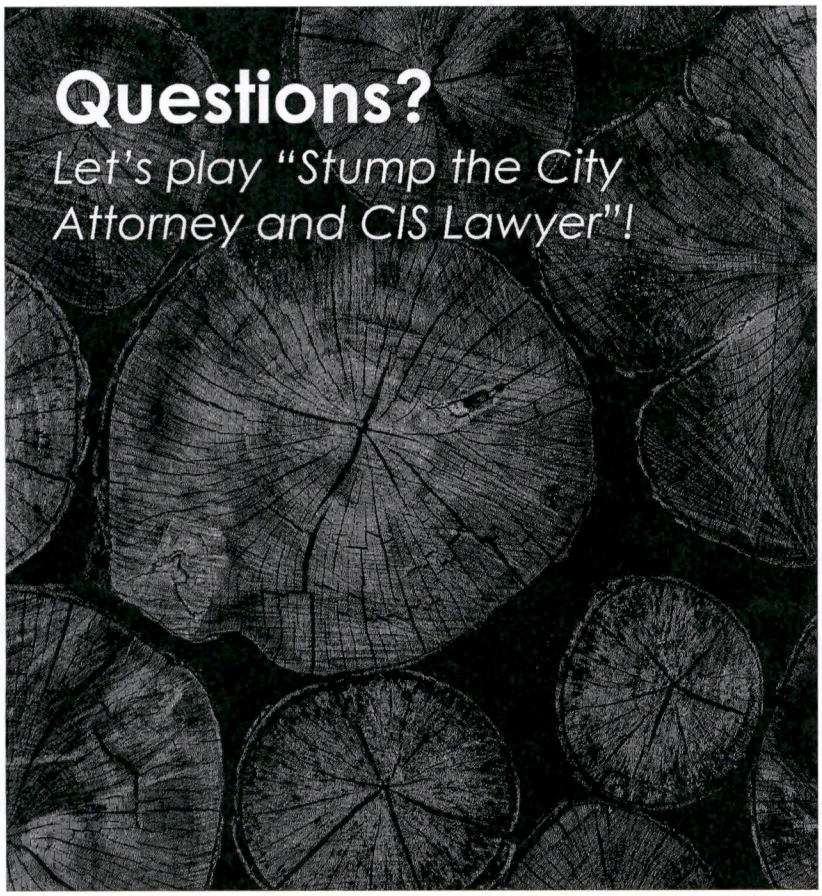
Liability Coverage for Claims Against City Councilors

CIS provides coverage for claims against City Councilors who are "authorized to act on behalf of [the City], all **acting within the scope of their employment or duties** . . ."

BUT: <u>No coverage for public records/meeting violations</u>

- If no CIS coverage, attorney fees and damages become the City's concern and situation
- If acting outside the scope, personal liability. (ORS 30.265)

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"... you can either ask the question or experience the answer ..."

- Author unknown

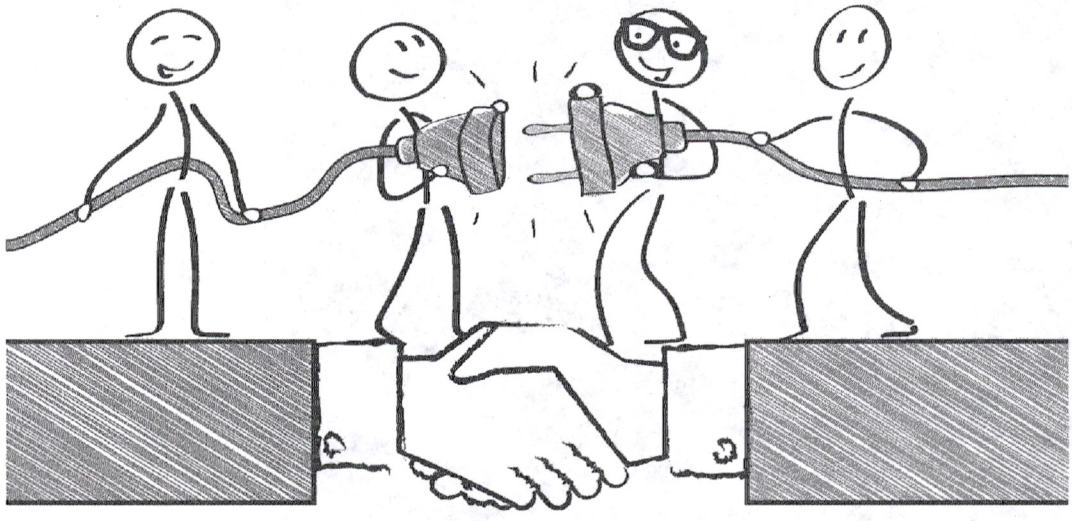
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Thank you, City of Ashland City Council!

Douglas M. McGeary
Acting City Attorney
City of Ashland
doug.mcgeary@ashland.or.us
(541)488-2107

Carmel Zahran
Assistant City Attorney
City of Ashland
Carmel.Zahran@ashland.or.us

Tamara E. Russell
Deputy General Counsel
Citycounty Ins. Services
trussell@cisoregon.org
503-763-3845



ASHLAND CITY COUNCIL
SPECIAL MEETING
MINUTES
March 15, 2023

I. Executive Session

Mayor Graham, Councilor Hyatt, Kaplan, DuQuenne and Hansen were present. Staff present: City Manager Joe Lessard, Deputy City Manager Sabrina Cotta, Parks Director Michael Black, Acting City Attorney Doug McGeary, Assistant City Attorney Carmel Zahran, Administrative Analyst Dana Smith.

Council held an Executive Session for 1. To conduct deliberations with persons the City of Ashland has designated to negotiate real property transactions pursuant to ORS 192.660(2)(e), and 2. Consultation with the City Attorney on current or likely litigation pursuant to ORS 192.660(2)(h).

II. CALL TO ORDER

Mayor Tonya Graham called the meeting to order at 6:02 p.m.

1. Land Acknowledgement

Councilor DuQuenne read the land acknowledgement.

III. PLEDGE OF ALLEGIANCE

Councilor Hyatt led the Pledge of Allegiance.

IV. ROLL CALL

Mayor Graham, Councilor Hyatt, Kaplan, DuQuenne, and Hansen were present.

V. MAYOR'S/CHAIR OF THE COUNCIL ANNOUNCEMENTS

VI. APPROVAL OF MINUTES ***

VII. SPECIAL PRESENTATIONS

1. Park and Recreation Commissions - Annual Report and 2023-2025 BN Budgets

Parks Director Michael Black and Parks Commission Chair Rick Landt provided the Ashland Parks and Recreation Commission 23/25 Budget Presentation (see attached):

- Review Current Budget Process/Dates
- APRC Funding Background
- APRC Current Biennium Funding Sources – Present
- BN 2023/25 Resource Requirements
- BN 2023/25 Expenses Requirements
- BN 2023/25 Expenses Requirements – Personnel
- BN 2023/25 Expenses – M&S, Park Improvements and Capital Outlay

Councilor Kaplan confirmed if the voters passed the Food and Beverage measure in May, the 98% allocation would replace the amount the Parks and Recreation Department was asking for in the General Fund.

Councilor Kaplan asked how the Parks and Recreation Department would manage the Food and Beverage tax fund's volatility. Mr. Black explained they were able to quickly respond during the pandemic by laying off temporary workers. How they treated excess funding would depend on the ordinance language. In general, the department tried to carry a balance forward yearly. Excess funding would go into a reserve fund.

Councilor Hansen asked about the repair and rehabilitation efforts for Lithia Park. Mr. Black referenced the master plan and listed projects placed on hold during the pandemic. He went on to address new trails and how the department leveraged money with volunteer groups to create trails. They had $50,000 a year for materials to construct new mountain bike trails in the watershed. There was a subcommittee dedicated to trails.

Councilor DuQuenne expressed concern on the department appearance of being management heavy. Mr. Black clarified all supervisors and managers participated in the daily operations.

Councilor Hyatt explained the annual budget presentation was a requirement of the City Charter. She went on to ask about the Senior Service Center office assistant position. Mr. Black responded there was a strategy for the Senior Center and increasing hours there. The department staffing levels decreased from 39 to 34 positions creating double duty for many employees.

2. City Priorities Presentation

City Manager Joe Lessard gave a presentation at the Town Hall meeting that included an initial overview of the data received, details of the event and responses.

Councilor DuQuenne noted the upcoming budget and commented there was a strong response from the citizens to not increasing fees.

Council spoke in favor of the event and wanted another town hall after summer.

VIII. CITY MANAGER REPORT

City Manager Joe Lessard recognized Regan Trapp, a permit technician in the Community Development Department who was recently certified as an Oregon Residential Mechanical and Structural Inspector and Residential Plans Examiner.

A request for proposal was sent regarding updating the HVAC at the data center in the Innovation Technology Department. Staff from various departments were assessing all city facilities. Hiring has improved across the city over the past year. Mr. Lessard went on to review the Look Ahead.

Councilor Kaplan wanted to ensure the city would replace gas with electric to comply with the Climate Policy Commission recommendations.

Mr. Lessard and Acting City Attorney Doug McGeary spoke regarding the 5G ordinance. Council would hear first reading in early May, and second reading on May 16, 2023.

IX. PUBLIC FORUM

Leda Shapiro/Ashland/Spoke against the Food and Beverage allocation initiative. She proposed postponing it until after the budget was final.

Susan Hall/Ashland/Supported Ms. Shapiro's testimony. She went on to speak to the sewage backup and flooding that occurred at 236 First Street.

X. CONSENT AGENDA

1. **Climate and Environment Policy Committee (CEPAC) Appointments**
2. **Approval of Liquor License Request for Martollis Hand Tossed Pizza**

Councilor Hyatt/DuQuenne m/s to approve the Consent Agenda items.
Roll call vote: Councilor Hyatt, DuQuenne, Kaplan and Hansen, YES. Motion passed.

XI. PUBLIC HEARINGS – None

XII. UNFINISHED BUSINESS

1. **City Council Election to Fill Councilor Vacancies**

City Manager Joe Lessard explained the ballot process and procedure.

Councilor Hyatt/Kaplan m/s that the City Council appoint Jeffery Dahle to fill City Council Position No. 3.
DISCUSSION: Councilor Hyatt commented on the difficulty deciding with nineteen applicants to choose from. Councilor Kaplan, Hansen and DuQuenne agreed and encouraged the remaining to stay engaged. They welcomed the two newly appointed councilors. **Roll Call Vote: Councilor Hyatt, Hansen, Kaplan, and DuQuenne, YES. Motion Passed.**

Councilor Hyatt/Hansen m/s that the City Council appoint Dylan Bloom to fill City Council Position No. 2.
Roll Call Vote: Councilor Kaplan, DuQuenne, Hyatt, and Hansen, YES. Motion Passed.

XIII. NEW BUSINESS

1. **Resolution 2023-06 Updating and Consolidating Prior Resolutions Establishing City Council and Management Advisory Committees**

City Manager Joe Lessard explained the resolution added the Transportation Committee, the Citizen's Budget Committee, and Forestlands Advisory Committee and revised the number of members on the Climate Advisory Committee. There was a pagination correction to Section 3(c.).

Councilor Hyatt noted page 12 of the resolution. It showed Transportation as a topic and should be removed since it was now an advisory committee. Mr. Lessard would delete it.

Mayor Graham asked if the resolution would become an ordinance. Mr. Lessard responded it was at the discretion of the council.

Councilor Hyatt/Kaplan m/s to adopt Resolution 2023-06 consolidating and updating prior resolutions establishing City Council and Management Advisory Committees. As amended for Transportation. DISCUSSION: Councilor Kaplan expressed thanks for the Climate and Environmental Policy Advisory Committee ex officio members being able to vote.
Roll Call Vote: Councilor DuQuenne, Hyatt, Hansen, and Kaplan, YES. Motion Passed.

2. Resolution 2023-05 Supplement 2021-2023 BN Budget Amendment

Deputy City Manager and Interim Finance Director Sabrina Cotta described the request. Councilor DuQuenne asked why the health grant funding was being used for equipment in the Fire Department instead of capital funds. Fire Chief Ralph Sartain explained this was due to unrealized capital funds from the ambulance service, using less expensive ambulances, and cost savings from the department reorganization. The funds would replace equipment overdue for replacement. Ms. Cotta clarified by recognizing unrecognized revenue from ambulance service, staff could use the funds for equipment they needed.

Councilor Hansen/Hyatt m/s to adopt Resolution 2023-05 authorizing a 2021-23 BN supplemental budget. DISCUSSION: Councilor Hansen appreciated the revenue work done by Chief Sartain. Councilor Hyatt thanked staff as well. She noted the Community Development Block Grant piece, and the exceptional work of Linda Reid, the housing program manager and thanked her. Mayor Graham appreciated the innovation at the staff level and thanked them for being aggressive.
Roll Call Vote: Councilor Hansen, Kaplan, Hyatt, and DuQuenne, YES. Motion Passed.

XIV. ORDINANCES, RESOLUTIONS AND CONTRACTS

1. Safety Training Contract for Public Works Department

Public Works Operations Deputy Director Mike Morrison introduced the item. Councilor Hyatt had spoken to staff earlier about outsourcing versus in-house training. It was not feasible because safety training was highly specialized and often required certain credentials to train. Councilor DuQuenne confirmed the total cost would span a five-year period.

Councilor Hyatt/Kaplan m/s approval of a public contract award with G2 Consultants for onsite safety training in support of the Public Works Department in the amount of $182,160 over a five-year term. DISCUSSION: Councilor Hyatt commented on the risk Public Works and Electric departments took daily. Councilor Kaplan agreed. **Roll Call Vote: Hansen, Hyatt, Kaplan and DuQuenne, YES. Motion passed.**

2. Safety Training Contract for Electric Utility Department

Electric Director Thomas McBartlett introduced the item.

Councilor Hansen/Hyatt m/s to approve safety training contract awarded to Evergreen Job Safety Inc. for the Electric Department in the amount of $166,800. Discussion: Councilor Hansen noted electrical work was dangerous and these trainings were necessary. Outsourcing was cost effective, and the trainers were experts. Councilor Hyatt thanked Mr. McBartlett and his staff for the work done during the recent storm. Councilor DuQuenne agreed and appreciated the communication the Electric Department had provided. Acting City Attorney Doug McGeary recognized Kariann Olson's excellent work on both RFPs and her efforts to ensure the city got the best deal. **Roll Call Vote: Councilor DuQuenne, Kaplan, Hyatt, and Hansen, YES. Motion passed.**

3. Resolution 2023-04, Recology Ashland Solid Waste & Recycling Rate Adjustment

Assistant City Attorney Carmel Zahran provided background on the Franchise agreement and the 5.8% rate increase. Recology General Manager Gary Blake gave a presentation depicting a comparison of rates between other jurisdictions in the Rogue Valley and initiatives Recology was in the process of working on.

Mr. Blake addressed commercial community minded composting noting Recology was in discussions on having the site accept food waste. The second possibility was establishing public-private venues. Recology was having preliminary discussions with the Public Works Director about that option. Another option was collecting food waste and trucking it to a site that would take it.

Mr. Blake spoke to bear carts. Currently, five hundred customers utilize bear carts. The city could expand that, but it would be expensive. He went on to discuss converting to electric trucks. They were also expensive, and the technology was not quite there yet but was coming.

Councilor Hyatt/Kaplan m/s to approve Resolution No. 2023-04 relating to the 2023 Recology Ashland Solid Waste and Recycling Service Rate Adjustment and to repeal Resolution No. 2022-08. DISCUSSION: Councilor DuQuenne appreciated the service Recology provided but did not support franchise agreements and would not support the motion. **Roll Call Vote: Councilor Hyatt, Hansen, and Kaplan, YES, Councilor DuQuenne, NO. Motion passed 3-1.**

4. Ordinance 3216, Second Reading, and Findings - Food Truck Amendments

Interim Community Development Director Brandon Goldman provided the background on the item.

Councilor Kaplan/DuQuenne m/s to approve second reading of Ordinance 3216, which is titled, "An Ordinance Amending the Ashland Land Use Ordinance to Provide Additional Options for Food Trucks and Food Carts by adding a new section AMC 18.2.3.145 'Food Trucks and Food Carts'; amending section 18.2.2.030.H 'Temporary Uses'; adding a new section AMC 18.3.3.045 'Special Permitted Uses'; amending the "Allowed Uses" Tables 18.2.2.030, 18.3.2.040, 18.3.4.040 & 18.3.5.050; and adding new definitions in AMC 18.6.1.030.F" as amended. DISCUSSION: Councilor Kaplan supported the ordinance and expressed his excitement. Councilor DuQuenne agreed and thanked staff. **Roll Call Vote: Councilor DuQuenne, Hyatt, Kaplan, and Hansen, YES. Motion passed.**

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Councilor DuQuenne/Kaplan m/s to approve the Findings of Fact and Conclusions of Law document dated March 7, 2023. Roll Call Vote: Councilor Hansen, Kaplan, DuQuenne, and Hyatt, YES. Motion passed.

XV. OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS

1. Ad Hoc Committee on Childcare & Early Childhood Development

Councilor Hyatt and Hansen spoke to the importance of early childcare. They wanted Council to direct staff to create an ad hoc committee and explained the details. Council discussed their support of the matter. City Manager Joe Lessard explained the workload would be more on the community than staff.

Councilor Hyatt/Hansen m/s direct staff to develop an ad hoc committee focused on early learning and economic development. DISCUSSION: Councilor Hyatt expressed gratitude. Councilor Hansen was looking forward to next steps. Mayor Graham thought it was appropriate for the city to assume this role. **Roll Call Vote: Councilor Hyatt, DuQuenne, Kaplan, and Hansen, YES. Motion passed.**

Councilor Hyatt attended a recent SOREDI meeting and shared highlights. Councilor Kaplan attended the Ashland Senior Advisory Committee and shared highlights. He also participated in a water management and water conservation committee and noted aspects of the meeting. Councilor Hansen introduced the DEVO mountain bike race series and shared details. Councilor DuQuenne highlighted the Travel Ashland meeting she attended. The SERJ Committee was doing outstanding work. She would start as council liaison on the Public Arts Committee that week.

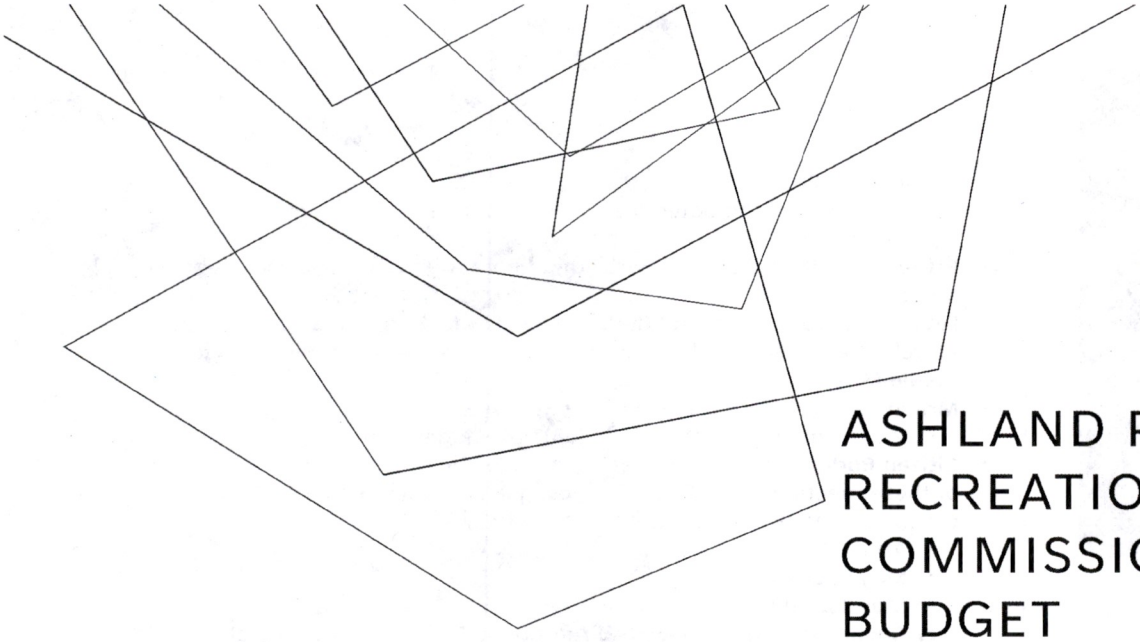
XVI. ADJOURNMENT OF BUSINESS MEETING

Councilor DuQuenne/Hyatt m/s to adjourn the Business Meeting at 9:20 p.m. Voice Vote: all AYES. Motion passed. The meeting adjourned at 9:20 p.m.

Respectfully Submitted by:

DocuSigned by:
Melissa Huhtala
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City Recorder Melissa Huhtala

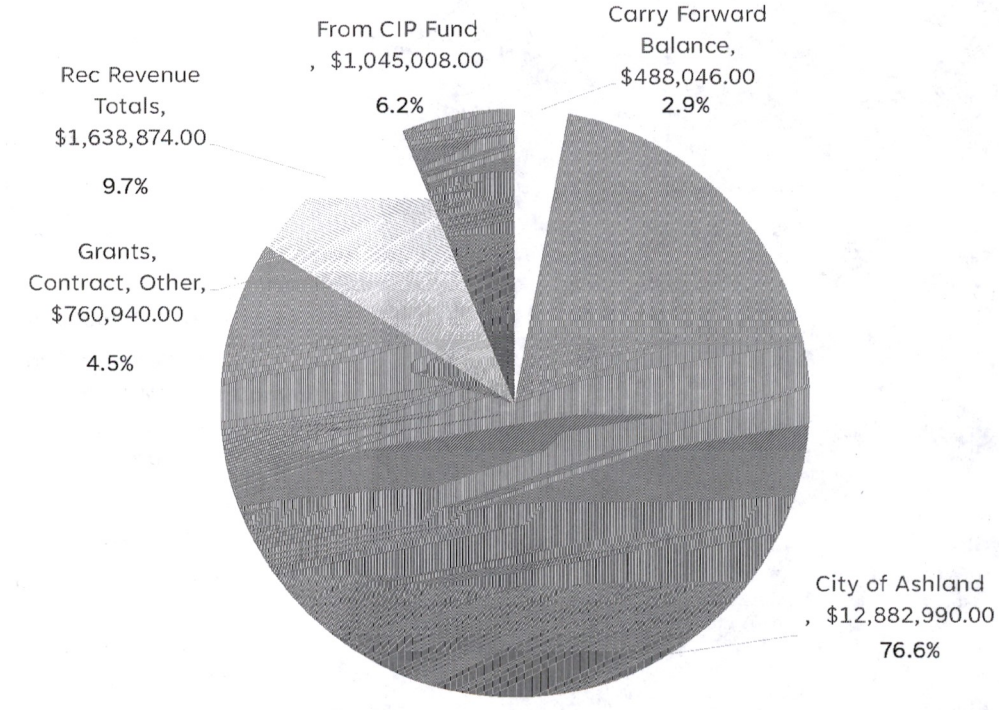
Attest:
Tonya Graham
Mayor Tonya Graham



ASHLAND PARKS AND RECREATION COMMISSION – 23/25 BUDGET PRESENTATION

Michael Black, AICP

APRC CURRENT BIENNIUM FUNDING SOURCES – PRESENT



BN 2023/25 RESOURCE REQUIREMENTS

Parks Fund Revenue	FY 22 Budgeted	FY23 Budgeted	BN FY21/23	Proposed FY24	Proposed Totals FY25	BN FY24/FY25
Carry Forward Balance	$ 728,619	$ 754,606	$ 1,483,225	$ 221,437	$ 266,609	$ 488,046
City of Ashland	$ 5,552,939	$ 5,552,939	$ 11,105,878	$ 6,441,495	$ 6,441,495	$ 12,882,990
Grants, Contract, Other	$ 367,131	$ 368,131	$ 735,262	$ 380,470	$ 380,470	$ 760,940
Rec Revenue Totals	$ 617,592	$ 710,850	$ 1,328,442	$ 802,150	$ 836,724	$ 1,638,874
From CIP Fund	$ 435,000	$ 435,000	$ 870,000	$ 524,099	$ 520,909	$ 1,045,008
Proposed Revenue	**$ 7,701,281**	**$ 7,821,526**	**$ 15,522,807**	**$ 8,369,651**	**$ 8,446,207**	**$ 16,815,858**

- Main Take-Aways
  - We are comparing the 21/23 Baseline Budget to the 23/25 Proposed Budget –
    - Total increase from 21/23 Budget to 23/25 Proposed Budget: $1,625,919 (up 11%)
  - **PERSONNEL COSTS ARE ESTIMATED BY COA FINANCE AND ARE STILL BEING FINALIZED (budget updated this week)**
    - Numbers in this presentation differ from the staff report as a result.

BN 2023/25 EXPENSES REQUIREMENTS

	FY 22 Adpoted Budget	FY 23 Adopted Budget	Total BN 21/23	FY24	FY25	Total BN 24/25
Personnel Total Up 19%	$ 4,025,741	$ 4,055,164	$ 8,080,905	$ 4,752,267	$ 4,857,881	$ 9,610,148
Temps	$ 345,250	$ 345,250	$ 690,500	$ 355,000	$ 355,000	$ 710,000
M&S Total Up 1.25%	$ 1,659,955	$ 1,677,531	$ 3,337,486	$ 1,666,302	$ 1,712,244	$ 3,378,546
Parks Improvements	$ 85,000	$ 50,000	$ 135,000	$ 50,000	$ 50,000	$ 100,000
Capital Outlay	$ -	$ -	$ -	$ 25,000	$ 25,000	$ 50,000
Central Service Charges	$ 1,361,024	$ 1,361,024	$ 2,722,048	$ 1,446,082	$ 1,446,082	$ 2,892,164
Total M&S and Personnel	**$ 7,476,970**	**$ 7,488,969**	**$ 14,965,939**	**$ 8,294,651**	**$ 8,446,207**	**$ 16,740,858**
Contingency	$ 224,000		$ 224,000	$ 75,000		$ 75,000
Total APRC General Fund Expenses	**$ 7,700,970**	**$ 7,488,969**	**$ 15,189,939**	**$ 8,369,651**	**$ 8,446,207**	**$ 16,815,858**

- Comparing the 21/23 Baseline Budget to the 23/25 Proposed Budget
- Total increase from 21/23 Budget to 23/25 Proposed Budget: $1,625,919 (up 11%)

- **PERSONNEL COSTS ARE ESTIMATED BY COA FINANCE AND ARE STILL BEING FINALIZED (budget updated this week)**
  - Personnel is being finalized – Current projection is an increase $1,529,243 (up 19%)
  - FTE count remains virtually flat (34.75 to 35.00 FTEs)

- Materials and Services up $41,060 (up 1.25%)
- Central Service Fees up $170,114 or 6%

BN 2023/25 EXPENSES – PERSONNEL

	FY 22 Adpoted Budget	FY 23 Adopted Budget	Total BN 21/23 34.75 FTE	FY24	FY25	Total BN 24/25 35.00 FTE
Personnel Total	$ 2,276,745	$ 2,321,375	$ 4,598,120	$ 2,652,591	$ 2,727,120	$ 5,379,711
Benefits	$ 1,748,996	$ 1,733,789	$ 3,482,785	$ 2,099,676	$ 2,130,761	$ 4,230,437
Total M&S and Personnel	**$ 4,025,741**	**$ 4,055,164**	**$ 8,080,905**	**$ 4,752,267**	**$ 4,857,881**	**$ 9,610,148**

- **PERSONNEL COSTS ARE ESTIMATED BY COA FINANCE AND ARE STILL BEING FINALIZED**
  - Cost of Living Increasing: 2022 4%; 2023 4%; and, 2024 3%
  - Staffing Level to remain virtually unchanged: (34.75 to 35.00)
  - Reclassifying two vacant positions (Analyst/OAII – Superintendent/Park Tech I)
  - Total Personnel Increase: Current projection is an increase $1,529,243 (up 19%)
    - Personnel Increase: $781,591 (up 17%)
    - Benefits Increase: $747,652 (up 21%)

BN 2023/25 EXPENSES – M&S, PARK IMPROVEMENTS AND CAPITAL OUTLAY

	FY 22 Adpoted Budget	FY 23 Adopted Budget	Total BN 21/23	FY24	FY25	Total BN 24/25
M&S Total	$ 1,659,955	$ 1,677,531	$ 3,337,486	$ 1,666,302	$ 1,712,244	$ 3,378,546
Parks Improvements	$ 85,000	$ 50,000	$ 135,000	$ 50,000	$ 50,000	$ 100,000
Capital Outlay	$ -	$ -	$ -	$ 25,000	$ 25,000	$ 50,000
Total APRC M&S Expenses	**$ 1,744,955**	**$ 1,727,531**	**$ 3,472,486**	**$ 1,741,302**	**$ 1,787,244**	**$ 3,528,546**

- M&S, Park Improvements and Capital Outlay
  - Materials and Services are up $41,060 (up 1.23%)
  - Park Improvements are down $35,000 (CIP will be covering parks Improvements)
  - Capital Outlay up $50,000

BN 2023/25 EXPENSES – M&S, PARK IMPROVEMENTS AND CAPITAL OUTLAY

Total Proposed Operating Expenses	FY 22 Budgeted	FY23 Budgeted	BN 21/23	Proposed FY24	Proposed Totals FY25	BN FY24/FY25
COA Internal Charges- Central Service	$ 1,361,026	$ 1,361,024	$ 2,722,050	$ 1,446,082	$ 1,446,082	$ 2,892,164
Temps	$ 345,250	$ 345,250	$ 690,500	$ 355,000	$ 355,000	$ 710,000
Admin	$ 563,202	$ 569,060	$ 1,132,262	$ 1,142,476	$ 1,169,755	$ 2,312,231
Open Space-Forestry & Trails	$ 664,963	$ 668,963	$ 1,333,926	$ 975,663	$ 992,719	$ 1,968,382
Operations	$ 2,622,363	$ 2,600,216	$ 5,222,579	$ 2,874,956	$ 2,943,850	$ 5,818,805
Rec Programs	$ 602,823	$ 603,971	$ 1,206,794	$ 324,775	$ 334,901	$ 659,675
Nature Center	$ 268,352	$ 271,563	$ 539,915	$ 298,802	$ 305,301	$ 604,103
Golf	$ 610,402	$ 620,618	$ 1,231,020	$ 517,681	$ 532,181	$ 1,049,862
Senior Services	$ 394,430	$ 401,824	$ 796,254	$ 359,217	$ 366,419	$ 725,636
Rec Admin	$ 370,783	$ 373,483	$ 744,266	$ -	$ -	$ -
Communty Centers	$ 18,630	$ 18,630	$ 37,260	$ -	$ -	$ -
Contingency	$ 224,000	$ -	$ 224,000	$ 75,000		
Total	**$ 8,046,224**	**$ 7,834,602**	**$ 15,190,326**	**$ 8,369,651**	**$ 8,446,207**	**$ 16,815,858**

- Total increase from 21/23 Budget to 23/25 Proposed Budget: $1,625,919 (up 11%)
- **PERSONNEL COSTS ARE ESTIMATED BY COA FINANCE AND ARE STILL BEING FINALIZED (budget updated this week)**
  - Personnel is being finalized – Current projection is an increase $1,529,243 (up 19%)
  - FTE count remains virtually flat (34.75 to 35.00 FTEs)
- Materials and Services up $41,060 (up 1.25%)
- Central Service Fees up $170,114 or 6%


THANK YOU

BALLOT #1

(two (2) votes per Councilor; enter "1" for each vote)

Row	Candidates (alphabetical)	Position Requested	1. Paula Hyatt (Pos. No. 1)	2. Bob Kaplan (Pos. No. 4)	3. Gina DuQuenne (Pos. No. 5)	4. Eric Hansen (Pos. No. 6)	Notes
1	Linda (Peterson) Adams	3					
2	Craig Anderson	2 / 3					
3	Jim Bachman	2 / 3					
4	Julian William Bell	2 / 3					
5	Kimberly "Kimber" Bishop	2 / 3					
6	Dylan M Bloom	2 / 3					
7	Gerard Boulanger	2 / 3					
8	Mark Brouillard	2 / 3					
9	Sidney Brown	2 / 3					
10	Jeffrey R Dahle	2 / 3	✓				
11	Sharon Dohrmann	2 / 3	✓				
12	Jill Franko	2 / 3					
13	Leslie Gore	2 / 3					
14	Patt (Patricia J) Herdklotz	2					
15	Lauren Michiko Lewis	2 / 3					
16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
18	Shawn W. Saleme	2 / 3					
19	Lyle Scheer	2 / 3					

Dahle - 3 votes pos. 3

Dylan Bloom pos #2

OK

BALLOT #1

(two (2) votes per Councilor; enter "1" for each vote)

Row	Candidates (alphabetical)	Position Requested	1. Paula Hyatt (Pos. No. 1)	2. Bob Kaplan (Pos. No. 4)	3. Gina DuQuenne (Pos. No. 5)	4. Eric Hansen (Pos. No. 6)	Notes
1	Linda (Peterson) Adams	3					
2	Craig Anderson	2 / 3					
3	Jim Bachman	2 / 3					
4	Julian William Bell	2 / 3					
5	Kimberly "Kimber" Bishop	2 / 3					
6	Dylan M Bloom	2 / 3					
7	Gerard Boulanger	2 / 3					
8	Mark Brouillard	2 / 3					
9	Sidney Brown	2 / 3					
10	Jeffrey R Dahle	2 / 3		X			
11	Sharon Dohrmann	2 / 3		X			
12	Jill Franko	2 / 3					
13	Leslie Gore	2 / 3					
14	Patt (Patricia J) Herdklotz	2					
15	Lauren Michiko Lewis	2 / 3					
16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
18	Shawn W. Saleme	2 / 3					
19	Lyle Scheer	2 / 3					

OK

BALLOT #1

(two (2) votes per Councilor; enter "1" for each vote)

Row	Candidates (alphabetical)	Position Requested	1. Paula Hyatt (Pos. No. 1)	2. Bob Kaplan (Pos. No. 4)	3. Gina DuQuenne (Pos. No. 5)	4. Eric Hansen (Pos. No. 6)	Notes
1	Linda (Peterson) Adams	3					
2	Craig Anderson	2 / 3					
3	Jim Bachman	2 / 3					
4	Julian William Bell	2 / 3					
5	Kimberly "Kimber" Bishop	2 / 3					
6	Dylan M Bloom	2 / 3					
7	Gerard Boulanger	2 / 3					
8	Mark Brouillard	2 / 3					
9	Sidney Brown	2 / 3					
10	Jeffrey R Dahle	2 / 3			✓		
11	Sharon Dohrmann	2 / 3					
12	Jill Franko	2 / 3			✓		
13	Leslie Gore	2 / 3					
14	Patt (Patricia J) Herdklotz	2					
15	Lauren Michiko Lewis	2 / 3					
16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
18	Shawn W. Saleme	2 / 3					
19	Lyle Scheer	2 / 3					

OK

BALLOT #2

(enter preference ranking for each "Advanced" candidate; enter "1" for first/top choice, "2" second choice, "3" - third , etc.)

Row	Candidates (alphabetical)	Position Requested	1. Paula Hyatt (Pos. No. 1)	2. Bob Kaplan (Pos. No. 4)	3. Gina DuQuenne (Pos. No. 5)	4. Eric Hansen (Pos. No. 6)	Notes
1	Linda (Peterson) Adams	3		3			
2	Craig Anderson	2 / 3					
3	Jim Bachman	2 / 3					
4	Julian William Bell	2 / 3					
5	Kimberly "Kimber" Bishop	2 / 3					
6	Dylan M Bloom	2 / 3		2			
7	Gerard Boulanger	2 / 3					
8	Mark Brouillard	2 / 3					
9	Sidney Brown	2 / 3					
10	Jeffrey R Dahle	2 / 3					
11	Sharon Dohrmann	2 / 3		1			
12	Jill Franko	2 / 3		4			
13	Leslie Gore	2 / 3					
14	Patt (Patricia J) Herdklotz	2					
15	Lauren Michiko Lewis	2 / 3					
16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
18	Shawn W. Saleme	2 / 3					
19	Lyle Scheer	2 / 3					

ok

BALLOT #2

(enter preference ranking for each "Advanced" candidate; enter "1" for first/top choice, "2" second choice, "3" - third , etc.)

Row	Candidates (alphabetical)	Position Requested	1. Paula Hyatt (Pos. No. 1)	2. Bob Kaplan (Pos. No. 4)	3. Gina DuQuenne (Pos. No. 5)	4. Eric Hansen (Pos. No. 6)	Notes
1	Linda (Peterson) Adams	3			4		
2	Craig Anderson	2 / 3					
3	Jim Bachman	2 / 3					
4	Julian William Bell	2 / 3					
5	Kimberly "Kimber" Bishop	2 / 3					
6	Dylan M Bloom	2 / 3			2		
7	Gerard Boulanger	2 / 3					
8	Mark Brouillard	2 / 3					
9	Sidney Brown	2 / 3					
10	Jeffrey R Dahle	2 / 3					
11	Sharon Dohrmann	2 / 3			3		
12	Jill Franko	2 / 3			1		1
13	Leslie Gore	2 / 3					
14	Patt (Patricia J) Herdklotz	2					
15	Lauren Michiko Lewis	2 / 3					
16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
18	Shawn W. Saleme	2 / 3					
19	Lyle Scheer	2 / 3					

OK

BALLOT #2

(enter preference ranking for each "Advanced" candidate; enter "1" for first/top choice, "2" second choice, "3" - third , etc.)

Row	Candidates (alphabetical)	Position Requested	1. Paula Hyatt (Pos. No. 1)	2. Bob Kaplan (Pos. No. 4)	3. Gina DuQuenne (Pos. No. 5)	4. Eric Hansen (Pos. No. 6)	Notes
1	Linda (Peterson) Adams	3				2	*
2	Craig Anderson	2 / 3					
3	Jim Bachman	2 / 3					
4	Julian William Bell	2 / 3					
5	Kimberly "Kimber" Bishop	2 / 3					
6	Dylan M Bloom	2 / 3				1	*
7	Gerard Boulanger	2 / 3					
8	Mark Brouillard	2 / 3					
9	Sidney Brown	2 / 3					
10	Jeffrey R Dahle	2 / 3					
11	Sharon Dohrmann	2 / 3				3	*
12	Jill Franko	2 / 3				4	*
13	Leslie Gore	2 / 3					
14	Patt (Patricia J) Herdklotz	2					
15	Lauren Michiko Lewis	2 / 3					
16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
18	Shawn W. Saleme	2 / 3					
19	Lyle Scheer	2 / 3					

ok

BALLOT #3

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3	Jim Bachman	2 / 3					
4	Julian William Bell	2 / 3					
5	Kimberly "Kimber" Bishop	2 / 3					
6	Dylan M Bloom	2 / 3	1				*
7	Gerard Boulanger	2 / 3					
8	Mark Brouillard	2 / 3					
9	Sidney Brown	2 / 3					
10	Jeffrey R Dahle	2 / 3					
11	Sharon Dohrmann	2 / 3	1				*
12	Jill Franko	2 / 3	3				*
13	Leslie Gore	2 / 3					
14	Patt (Patricia J) Herdklotz	2					
15	Lauren Michiko Lewis	2 / 3					
16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
18	Shawn W. Saleme	2 / 3					
19	Lyle Scheer	2 / 3					

Breaktie

Dylan Bloom

Sharon Dohrmann

OK

BALLOT #3

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12	Jill Franko	2 / 3		3			
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16	Jon Merripen	2					
17	Russell Phillips	2 / 3					
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19	Lyle Scheer	2 / 3					

GL

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BL

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11	Sharon Dohrmann	2 / 3				2	★
12	Jill Franko	2 / 3				3	★
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3	**Jim Bachman**	2 / 3					
4	**Julian William Bell**	2 / 3					
5	**Kimberly "Kimber" Bishop**	2 / 3					
6	**Dylan M Bloom**	2 / 3	✓1				
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12	**Jill Franko**	2 / 3	1				
13	**Leslie Gore**	2 / 3					
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16	**Jon Merripen**	2					
17	**Russell Phillips**	2 / 3					
18	**Shawn W. Saleme**	2 / 3					
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OK

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GK

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OK

BALLOT - Misc.

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ASHLAND CITY COUNCIL
STUDY SESSION
MINUTES
March 20, 2023

Mayor Tonya Graham called the meeting to order at 5:30 p.m.

Mayor Graham, Councilor Hyatt, Bloom, Dahle, Kaplan, DuQuenne and Hansen were present.

1. Public Input (Up to 15 minutes)

Gary Shaff/Ashland/Represented Streets for Everyone and read from documents submitted into the record (see attached).

2. City Councilors Swearing-In (Positions #2 & #3)

Mayor Graham provided the oath of office for Dylan Bloom and Jeff Dahle.

3. Transportation Advisory Committee Annual Report

Public Works Director Scott Fleury introduced Transportation Committee Chair Linda Peterson Adams who provided the annual report. There were three vacancies on the Transportation Committee.

Mr. Fleury and Chair Peterson Adams answered questions. The Oregon Department of Transportation (ODOT) had moved the Transportation System Plan (TSP) to 2024 to align with funding. The City's funding portion could be a soft match using staff and volunteer time. It would take almost two years to complete. The crosswalk at Van Ness would have rectangular rapid flash beacons and a median refuge island. Region three construction should be complete this summer. ODOT was conducting the improvement project in phases and required to have the statewide construction completed by 2032.

Rogue Valley Transit District (RVTD) wanted to reconnect the Ashland connector and would attend an upcoming Transportation Committee meeting. RVTD was looking into a new circulating route that would have people using the Ashland connector not used during the pandemic. Paige West from RVTD will attend the first council meeting in May with more information.

ODOT was looking to install crosswalk improvements on Ashland Street in 2026. One step was putting restrictions on the left-hand turn limits on Washington Street. There were frequent accidents at that location.

The Transportation Committee was looking at options to improve bicycle parking downtown. Potential solutions were using 15-minute parking spaces for bike parking, striping, signage, and bike racks.

4. 2023-2025 Biennium Budget CIP

Public Works Director Scott Fleury provided a PowerPoint on the Capital Improvement Program, 2023-25 Biennium (see attached):

- Capital Improvement Plan-Overview
- Capital Improvement Plan-Affordability
- Capital Improvement Plan-Dashboard
- Capital Improvement Plan-Narratives

Councilor DuQuenne asked how the costs at two and six years affected the enterprise fund. Mr. Fleury explained fees and rates were determined by what the enterprise was. It was tied to system development charges, funding capacity and need for growth. Another aspect was available grants and other forms of funding during the 2-6- or 20-year period.

Councilor Kaplan and Mr. Fleury discussed the utility rate assistance program and threshold for entering the program. Councilor Kaplan thought the program should be year-round because of wildfire smoke and climate changes.

Councilor Hyatt and Mr. Fleury discussed program options ACCESS and St. Vincent DePaul offered that might avoid duplicating efforts. Mr. Fleury will get more information.

- Capital Improvement Plan-Street Fund
- Capital Improvement Plan-Water
- Capital Improvement Plan-TAP
- Capital Improvement Plan-Wastewater
- Capital Improvement Plan-Storm
- Storm Water and Drainage System
- Capital Improvement Plan-Airport
- Capital Improvement Plan-Facilities
- Next Steps

Council discussed the Pioneer Hall and Community Center improvements and issues with getting a contractor. Mr. Fleury explained the city received no responses for the first bid and one for the second bid.

Mr. Fleury further explained the 2-6- or 20-year project plan and grant funding. Searching for grants took time and skill. Hiring a consultant with that skillset would be helpful. Councilor DuQuenne suggested working with SOU students on finding grants for CIP projects.

Mr. Fleury addressed protected bike lanes. It required a micro street sweeper to clean the bike lane and would be part of the budget request. He did not know the lead time on the purchase.

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The next step was bringing back a planning guide followed with a budget appropriation request, then rates.

5. City Facilities Optimization Master Plan

Council moved the item to the March 21, 2023, business meeting.

6. Adjournment of Study Session

Councilor DuQuenne/Hansen m/s to adjourn the meeting at 7:23 p.m. Voice Vote: ALL AYES. Motion passed. The meeting adjourned at 7:23 pm

Respectfully Submitted by:

DocuSigned by:
Melissa Huhtala
A02A82A0E5F2482...

City Recorder Melissa Huhtala

Attest:

Mayor Tonya Graham

Pubic Forum Gary Shaff

Streets For Everyone – 3/20/23 Council Study Session Testimony

Good evening,

My name is Gary Shaff, [redacted] and I'm here representing Streets For Everyone, a volunteer Action Team of the Ashland Climate Collaborative, a 501(c)(3) nonprofit organization.

Streets for Everyone submitted a written recommendation to the city's Administration Department on 3/10 with a request that our recommendation be included in this evening's meeting packet. It wasn't so I'm submitting that information now.

Streets for Everyone believes the draft CIP 's dedication of almost all of the city's transportation revenues to maintaining or repairing street asphalt ignores other community needs. We respectfully suggest that the Council invest instead in transportation projects that address the mobility needs of all residents - people of all ages and abilities.

The Council's priorities support this approach. Of the Council's 32 priorities only one, priority number 6, "street maintenance and repair" is reflected in the draft CIP. That is contrasted with the creation of a practical and safe bicycle transportation network which not only address "street maintenance and repair" but also 12 of the Council's other priorities including:

- Emergency Response
- Protect the Community's Character
- Community and Land Use Planning
- Create social equity and racial justice
- Downtown revitalization and beauty
- Affordable workforce housing
- Multi-modal transportation
- Implement Climate Energy Action Plan
- Diversify the local economy
- Expand employment opportunities
- Broaden options for tourism/visitors
- Attract more families to live in Ashland

Time prevents addressing the relationship between a practical and safe bicycle network and the Council's priorities but I've included this detail in my written remarks. My point here is, that the Council should be leveraging every opportunity to achieve its priorities while focusing on the community's needs and not on the asphalt condition alone.

Streets for Everyone's is recommending just four changes to the draft.

1) Include "protected bike lanes" in the description of major road projects that are currently listed in the draft CIP,
2) Include "traffic calming" in the description of minor road projects,
3) Change the category of projects entitled "bicycle boulevard" to "walk/bike streets" to better reflect the objective of these types of projects, and
4) Schedule and fund, in either fiscal year 2024 or 2025, protected bike lane improvements on A Street, Hersey, S. Mountain, and Wightman using city fees and rates.

These changes will ensure that the city has a functional bicycle transportation network that people of all ages and abilities can safely and confidently use for every day, in-town travel.

Council Priorities and Their Relationship to a Practical and Safe Bicycle Transportation System in Ashland

The relationship between the Council's priorities and a functional bicycle transportation network that people of all ages and abilities can safely and confidently use for everyday, in-town travel are detailed below.

Emergency Response: Wide bike lanes on N. Main and Siskiyou Boulevard south of Walker can be used by people driving cars in the event of an evacuation; reducing the total evacuation time by 20 minutes.

Street Maintenance: People riding bicycles have little impact on pavement condition. If a substantial number of in-town trips are made by bike it will reduce wear.

Protect the Community's Character: People on bikes are happy, friendly, and healthy—all characteristics of how Ashland sees itself.

Community and Land Use Planning: Creating a safe and convenient bike network is a requirement of Oregon's Climate Friendly and Equitable Communities Planning Rule.

Create social equity and racial justice: Bikes are social and racial equalizers. Almost everyone can ride a bike and avoid the high cost of car/truck ownership.

Downtown revitalization and beauty: People on bikes will shop locally and many people riding bikes in downtown would make it uniquely picturesque.

Affordable workforce housing: Transportation accounts for the second most costly expense of Ashland households. Residents who forgo auto ownership or own one fewer car will have a larger budget.

Multi-modal transportation: Making it safe and convenient to bicycle in town could lead to 40 percent or more of all travel within the city occurring by walking or bicycling.

Implement Climate Energy Action Plan: Reducing auto/truck use (i.e. vehicle miles of travel) is recognized in the CEAP as an essential outcome in order to meet Ashland's climate goals. Making it safe and convenient to bicycle is the surest and most cost effective way to achieve that outcome.

Diversify the local economy: A green economy is a diversified economy. Making bicycling a viable and safe way to get around will attract families, entrepreneurs, educators, and people with skills that are critical in coming decades.

Expand employment opportunities: A diversified economy (as above) will increase employment opportunities.

Broaden options for tourism/visitors: Tourists love places that are unique. With a transportation system that promotes bicycling, Ashland will be even more attractive than it is now. It will also compliment the already famous road and mountain biking attractions in the region.

Attract more families to live in Ashland: Creating a place where kids can bicycle to visit friends and family, go to the library, visit a park, grab a snack with a friend, get to school or soccer practice is a dream most parents have given up on in Ashland and every other city in the U.S. Creating an all ages and abilities bicycle network can help parents achieve one of their most important goals, to raise their children to be independent and self-reliant people.

Public Form Crary Staff



To: Ashland City Council
From: Streets for Everyone, an Action Team of the Ashland Climate Collaborative
Date: March 10, 2023
RE: Recommendations for the 2024-2029 Transportation Capital Improvement Program

Thank you for the opportunity to share these recommendations. We'd be pleased to discuss this matter further with you. To do so, please contact us at info@ashlandclimate.org.

Executive Summary

Background: This memorandum includes recommendations regarding the draft Transportation Capital Improvement Program (CIP). These suggestions will help the City of Ashland achieve goals laid out in the current Transportation System Plan and the Climate and Energy Action Plan. They will also ensure a safe and accessible walking and biking network.

Opportunity: Ashland's City Council has an opportunity to ensure that it is practical, safe, and convenient to walk or bike from anywhere to everywhere in Ashland for people of all ages and ability. This, in turn, will cut vehicle miles of travel and carbon emissions.

Funding: Funding for the current draft CIP is structured in a way that does not guarantee that the pedestrian and bicycle network will be improved. These improvements will rely on outside funding sources such as competitive grants to administer plans included in the CIP. Relying on grant funding would produce slow and disconnected improvements to biking and walking infrastructure and miss prime opportunities to create a functionally cohesive multi-modal transportation system.

Policy Recommendations: Include protected bike lanes in the description of major road projects that are currently listed in the draft CIP. Include "traffic calming" in the description of minor road projects. In either 2024 or 2025, schedule and fund protected bike lane improvements on A Street, Hersey, S. Mountain, and Wightman using fees and rates. Identify additional revenue sources to be approved to guarantee funds for street projects to promote safety for all users.

About us: Streets for Everyone is a volunteer Action Team of the Ashland Climate Collaborative (www.AshlandClimate.org), a 501c3 organization. ACC serves as a hub for community collaboration to reduce our climate impact and build a more equitable and resilient Ashland. The vision of Streets for Everyone is that people of all ages, abilities, and means can choose to bike, walk, and roll throughout Ashland for their everyday travel needs, because it is safe, convenient, and efficient. ACC and its Action Teams are supported by local charitable contributions. Learn more at StreetsForEveryone.net.

streets 4everyone.net

Recommendations for the 2024-2029 Transportation Capital Improvement Program

Background

The city's current Transportation System Plan (TSP) and the Climate and Energy Action Plan have called for the reduction in vehicle miles of travel (VMT). The City Council has a great responsibility and opportunity before them to make investments in the city's future that will help to realize this outcome. Transforming the existing transportation system to make bicycling and walking practical, safe, and convenient is fundamental to reducing VMT.

We know from surveys in other metropolitan areas that approximately half of the city's residents are interested in bicycling but don't. They are afraid to share the road with autos/trucks, due to the risk of being seriously injured or killed. Improvements, described below, will add protection between people riding bikes and passing cars/trucks to eliminate that obstacle.

The 2024 - 2029 Transportation Capital Improvement Program (CIP), as currently drafted, includes dedicated funding (fees & rates) for projects that preserve or rehabilitate street surfaces (i.e pavement management). While these projects might include improvements to pedestrian and bicycle infrastructure, it is not guaranteed that they will be implemented and largely rely on federal or state grants. The competition for these funds is fierce and must be distributed among Oregon's 36 counties and 241 cities, making it unlikely for many of the city's projects to be funded. As an example, the city of Medford's TSP, updated in 2019, identified $277,719,000 of needed bicycle improvements. It is obvious that there are too many projects chasing too few dollars for the CIP's grant strategy to succeed. To substantially improve our pedestrian and bicycle network, we should edit the draft to allocate dedicated CIP funds rather than rely on uncertain future grants.

Postponing one repaving project for just one year will allow the city to complete four essential protected bike lane (PBL) projects in 2025 (on Hersey, A Street, South Mountain, and Wightman - all of which have adequate curb-to-curb distance to include a PBL without altering the curb, gutter or drainage). Those improvements plus the addition of PBLs to repaving projects already listed in the draft CIP (on North Mountain, Ashland, Oak, and Siskiyou) will create a functional bicycle network on the city's major street system. Reports from other cities suggest that these projects will greatly increase the amount of bicycle traffic, which in turn will contribute to the reduction of VMT per capita. Much more will need to be done to ensure that people of all ages and abilities can get from anywhere to everywhere in town on a bicycle. But the addition of PBLs, as detailed above, during the next two years, will represent a huge leap forward.

Opportunity

The city's decision to include PBLs on Ashland Street represents the kind of leadership and vision that is crucial to the city's future. Similar leadership is needed to ensure that it is practical, safe, and convenient to walk or bike from anywhere to everywhere in Ashland for people of all ages and abilities.

Other urban areas have demonstrated that people walking and biking can account for a high percentage of in-town travel, potentially as much as 40 percent compared to nine percent now (Personal Travel in Oregon, Table RV-5, page 112). Only by making bicycling and walking safe and practical is there any potential for a shift in mode, from auto/truck to other low-carbon modes of travel.

The Council has the opportunity to accelerate the development of an equitable bicycle network, suitable for all ages and abilities, and enhance the existing pedestrian network by making several minor changes and one significant change to the current draft CIP.

Funding

Since 2015, the CIP has been structured to allocate almost all city transportation funds to pavement management and rely upon grants and system development charges to make additional improvements to the pedestrian and bike network. This is understandable, as street life cycles are relatively short and expensive to repair. As stated previously, while pavement management projects may include multi-modal transport infrastructure, this leaves no additional funds to improve the bike/ped network on streets that aren't up for repair. By adjusting the funding, the city could meet goals 1 and 2 of the current TSP.

Goal #1: Create a "green" template for other communities in the state and nation to follow.

Goal #2: Make safety a priority for all modes of travel.

These goals, and others that will be developed with the upcoming update of the city's TSP, to make walking and bicycling practical and safe, cannot be realized without local funding. Relying upon grant funds, as the current draft CIP proposes, doesn't guarantee a functional bike/ped network and may result in isolated improvements that serve few. Ashland needs a completely functional and accessible bike network, for people of all ages and abilities. This will provide citizens with a choice in how they travel, and an opportunity to not depend on cars.

Sidewalks, access ramps, PBLs, and traffic calming features must be included, where warranted, on every city project. All revenue sources, including gas tax, system development charges, franchise fees, food and beverage taxes, and utility fee funding must be used for these types of improvements and not reserved exclusively for pavement management projects.

Oregon's constitution provides that revenue from taxes on motor vehicle use and fuel "shall be used exclusively for the construction, reconstruction, improvement, repair, maintenance, operation and use of public highways, roads, streets, and roadside rest areas in this state," without restrictions on the mode of travel (Article IX Section 3a). The city's allocation of state gas taxes, approximately $1.6 million / year, can and should be used for creating a balanced transportation system. The other sources of city revenues should also offer flexibility in their use and, if restricted, the Council should amend local codes to allow their use to address transportation safety, independent of the mode of travel.

Policy Recommendation

The use of traditional painted bike lanes or sharrows on major streets within the city does not provide the essential safety for bikers of all ages and abilities. Goals 1 & 2, above, reflect the community's desire

to fundamentally change the transportation system. PBLs are currently not included in the City's Streets Standards Handbook or the Ashland Municipal Code 18.4.6. Changing this is essential to provide the technical tools to achieve the citizen developed goals and policies. We have before us a prime opportunity to truly change the attitude and mode in which we travel.

The City Council can ensure creation of an equitable transportation system by 2030 through the following:

1) Including protected bike lanes on major road projects already included in the staff prepared draft 2024 – 2029 Transportation CIP.
2) Scheduling and adding protected bike lanes on streets under Ashland's jurisdiction that include adequate curb to curb width.
3) Applying to ODOT for Carbon Reduction Program or Congestion Mitigation and Air Quality funds to rebuild E. Main from Siskiyou to Walker, and Walker from Ashland Street to E. Main to include protected bike lanes. These streets are too narrow to add protected bike lanes without modifying the curb, gutter and drainage.
4) Exploring jurisdictional exchange to add protected bike lanes on streets that are under the jurisdiction of Jackson County or the Oregon Department of Transportation. The implications on the city's future maintenance liability must be analyzed, additional revenue sources identified, and a funding mechanism(s) put in place/approved.

The figures that follow illustrate the breadth of the challenge. Figure 1 shows streets, by roadway jurisdiction, that warrant (due to either speed or traffic volume) protected bike lane improvements. Figure 2 identifies streets under Ashland's jurisdiction that lack adequate curb to curb width to include protected bike lanes, and those streets that are currently scheduled for improvement in the draft 2024 – 2029 CIP and which warrant protected bike lanes. Figure 3 includes our recommended changes to the draft CIP which are highlighted in yellow.

This memorandum demonstrates the opportunities available to improve the city's transportation infrastructure. Your consideration of these recommendations to the CIP is a sound investment in the future of Ashland. These changes will help to make our streets safer and more inclusive, while also reducing traffic congestion and carbon emissions. If you would like additional information or further advice, please do not hesitate to reach out to us at streets4everyone@gmail.com.

Figure 1

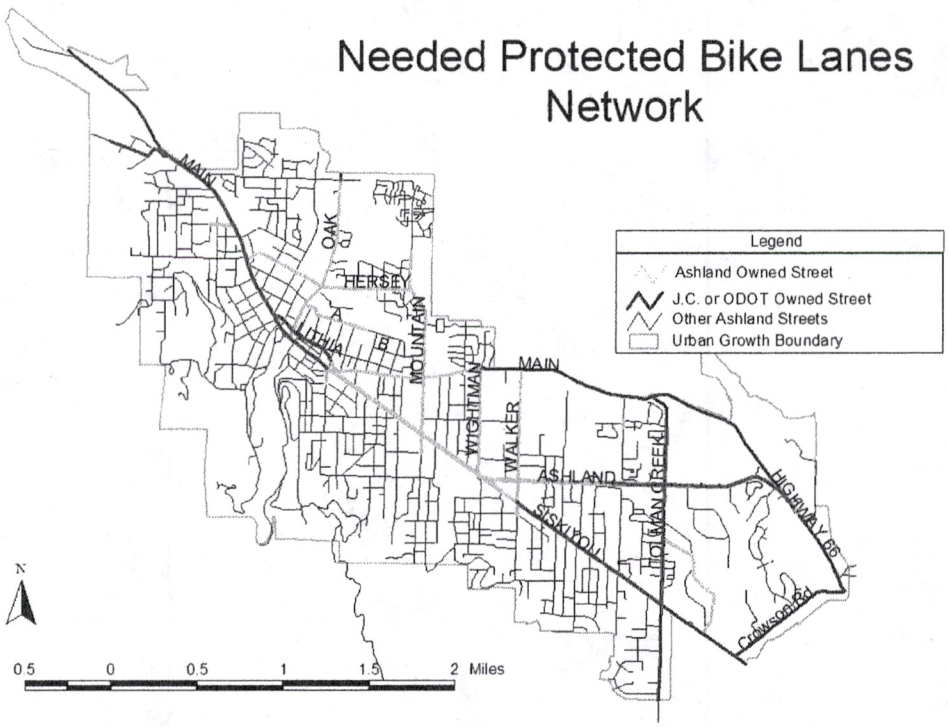
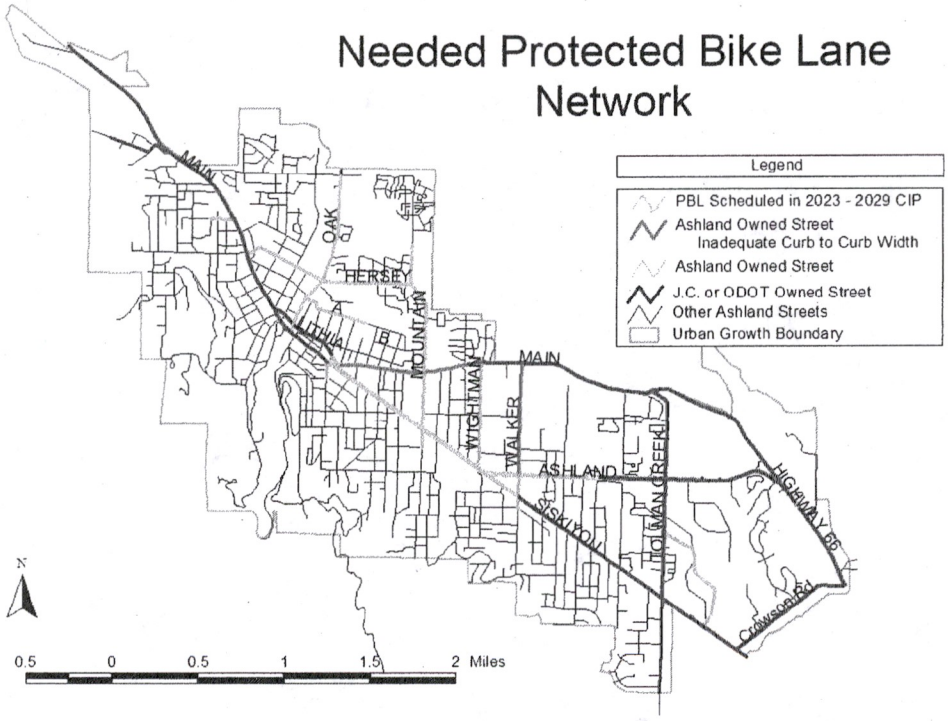

Needed Protected Bike Lanes Network
Legend
Ashland Owned Street
J.C. or ODOT Owned Street
Other Ashland Streets
Urban Growth Boundary
MAIN
OAK
HERSEY
MOUNTAIN
WIGHTMAN
WALKER
ASHLAND
SISKIYOU
TOLMAN CREEK
HIGHWAY 66
CROWSON RD
N
0.5 0 0.5 1 1.5 2 Miles

Figure 2


Needed Protected Bike Lane Network
Legend
PBL Scheduled in 2023 - 2029 CIP
Ashland Owned Street Inadequate Curb to Curb Width
Ashland Owned Street
J.C. or ODOT Owned Street
Other Ashland Streets
Urban Growth Boundary
MAIN
OAK
HERSEY
LITHIA
B
MOUNTAIN
WIGHTMAN
WALKER
MAIN
ASHLAND
SISKIYOU
TOLMAN CREEK
HIGHWAY 66
Crowson Rd
N
0.5 0 0.5 1 1.5 2 Miles

Recommendations for the 2024-2029 Transportation Capital Improvement Program

The attached recommended transportation capital improvement program, Figure 3, includes the following changes:

1) It explicitly notes that protected bike lanes will be included on street/overlay projects on major streets (i.e. boulevards and avenues as identified in the city's functional classification map).
2) It explicitly notes that traffic calming will be included on street/overlay projects when they occur on minor streets.
3) It retitles the section "bicycle boulevards" to "walk/bike" streets to better reflect the desired function of important, low-volume residential streets.
4) It removes Lithia Way – Oak to Helman bicycle boulevard project. Lithia, like N. Main through downtown, is unsuitable for a shared-lane treatment due to the high volume of motor vehicles using the street. Sharrows do not increase safety for people riding bicycles and waste precious resources. The city needs to add protected bike lanes on major streets, rather than paint and stencils. The savings can be diverted to creating bike/walk streets on Helman and Iowa Streets.
5) It postpones the paving/reconstruction of W. Nevada Street from 2029 to 2030 in order to construct protected bike lanes on four city owned streets (see #6 below).
6) It shifts funding for W. Nevada Street, as above, to four protected bike lane projects on; a) Hersey - N. Main to N. Mountain, b) A Street - Oak to 5th, c) S. Mountain - E. Main to Henry and d) Wightman - E. Main to Siskiyou. All of these streets have sufficient curb-to-curb width to add protected bike lanes without modifying the curb, gutter or drainage

streets everyone.net

Recommendations for the 2024-2029 Transportation Capital Improvement Program

Figure 3

Recommended Transportation Capital Improvement Plan
2024 - 2029 Construction Years

			FY23	FY24	FY25	FY26	FY27	FY28	FY29		Street SDC	Other (grants)	Fees & Rates
Roadway													
Hardesty Site Development & Equipment Storage				$80,000	$80,000					$160,000			$160,000
Micro-sweeper				$200,000						$200,000			$100,000
City wide chip seal			$145,000		$255,000					$255,000		$400,000	
Clay Street - Father Avenue to Siskiyou Boulevard (STBG/CMAQ)				$579,754	$1,000,000	$1,125,000				$2,704,754		$6,981,195	$209,022
Where is Father Ave??													
	Subtotal Roadway		$145,000	$859,754	$1,335,000	$1,125,000	$0	$0	$0	$3,319,754	0	7,381,195	$469,022
Street Overlay/Reconstruction			FY23	FY24	FY25	FY26	FY27	FY28	FY29				
Ashland St - Siskiyou Blvd to Faith Ave (inc. PBL*)			$1,000,000	$2,500,000						$2,500,000			$2,500,000
N. Mountain Ave - I-5 overpass to E. Main St (inc. PBL**)			$500,000	$5,000,000	$5,500,000					$10,500,000			$10,500,000
Oak St - City Limits to E. Main St (inc. PBL*)					$1,000,000	$7,000,000				$8,000,000			$8,000,000
Siskiyou Blvd - E Main to Walker Ave (inc. PBL*)						$1,000,000	$5,000,000	$5,000,000		$11,000,000			$11,000,000
Park St - Siskiyou Blvd to Crestview Dr (inc. traffic calming)								$500,000	$2,500,000	$3,000,000			$3,000,000
W Nevada St - Vansant St to Oak St (inc. traffic calming)									$500,000	$500,000			$500,000
* buffered bike lanes w/ conversion to PBL upon sweeper purchase													
** PBL from E. Main to Bear Creek Bridge		Subtotal Reconstruction	$1,500,000	$7,500,000	$6,500,000	$8,000,000	$5,000,000	$5,500,000	$3,000,000	$35,000,000			$35,500,000
Sidewalk / Pedestrian			FY23	FY24	FY25	FY26	FY27	FY28	FY29				
Beaver Slide - Water Street to Lithia Way					$285,000					$285,000	$276,792		$8,208
Walker Ave - Oregon St to Woodland Dr						$300,000				$300,000	$75,000	$225,000	
Ashland Street - Liberty St to S. Mountain Ave							$400,000			$400,000	$100,000	$300,000	
Clay St - Siskiyou Blvd to Mohawk St								$425,000		$425,000	$106,250	$318,750	
Lincoln St - E. Main to Iowa St									$300,000	$300,000	$75,000	$225,000	
	Subtotal Pedestrian		$0	$0	$285,000	$300,000	$400,000	$425,000	$300,000	$1,710,000	$633,042	$1,068,750	$8,208
Walk / Bike Streets			FY23	FY24	FY25	FY26	FY27	FY28	FY29				
B St B - Oak to N. Mountain				$50,000	$75,000					$125,000	$42,375	$12,500	$70,125
8th St. - A Street to E Main					$35,000					$35,000	$11,865	$3,500	$19,635
Water Street - Hersey St to N. Main						$50,000				$50,000	$16,950	$5,000	$28,050
Ashland St - Morton to University Way						$50,000				$50,000	$16,610	$5,000	$28,390
Oregon/Clark St - Indiana to Harmony Lane							$65,000			$65,000	$21,593	$6,500	$36,465
Walker Ave - Siskiyou Blvd to Peachey Road							$65,000			$65,000	$22,035	$6,500	$36,907
Helman St. - Nevada to N. Main								$80,000		$80,000	$27,120	$8,000	$44,880
Iowa - Central Bike Path to S. Mountain									$80,000	$80,000	$27,120	$8,000	$44,880
Lithia Way - Oak to Helman St								$80,000	$80,000	$80,000	$0		
	Subtotal Walk/Bike Streets		$0	$50,000	$110,000	$100,000	$130,000	$80,000	$160,000	$630,000	$185,668	$55,000	$309,332
Protected Bike Lane - retrofit		Length	FY23	FY24	FY25	FY26	FY27	FY28	FY29				
Hersey - N. Main to N. Mountain		4567			$648,722					$648,722			$648,722
A Street - Oak to 5th		2127			$302,131					$302,131			$302,131
S. Mountain - E. Main to Henry		2335			$331,676					$331,676			$331,676
Wightman - E. Main to Siskiyou		2952			$419,318					$419,318			$419,318
	Subtotal Protected Bike Lane		$0	$0	$1,701,847	$0	$0	$0	$0	$1,701,847			$1,701,847
* Estimated Cost Per Mile (bollard protected)			$165,000										
* Estimated Cost Per Mile (cement curb protected)			$750,000										

OATH OF OFFICE

STATE OF OREGON)
County of Jackson)
City of Ashland,)

I, Jeff Dahle do solemnly swear or affirm that I will support the Constitution and Laws of the United States, the State of Oregon, and the Charter and Laws of the City of Ashland, and that I will faithfully perform the duties of City Councilor Position #3, for the City of Ashland, during my continuance therein.

Jeff Dahle

SUBSCRIBED and SWORN before me this 20th day of March, 2023, by Jeff Dahle elected as City Councilor position #3 for the City of Ashland.

OFFICIAL STAMP
DANA SMITH
NOTARY PUBLIC-OREGON
COMMISSION NO. 1006013
MY COMMISSION EXPIRES NOVEMBER 11, 2024

Dana Smith, Notary Public

My Commission Expires: 11.11.2024

OATH OF OFFICE

STATE OF OREGON)
County of Jackson)
City of Ashland,)

I, Dylan Bloom do solemnly swear or affirm that I will support the Constitution and Laws of the United States, the State of Oregon, and the Charter and Laws of the City of Ashland, and that I will faithfully perform the duties of City Councilor Position #2, for the City of Ashland, during my continuance therein.

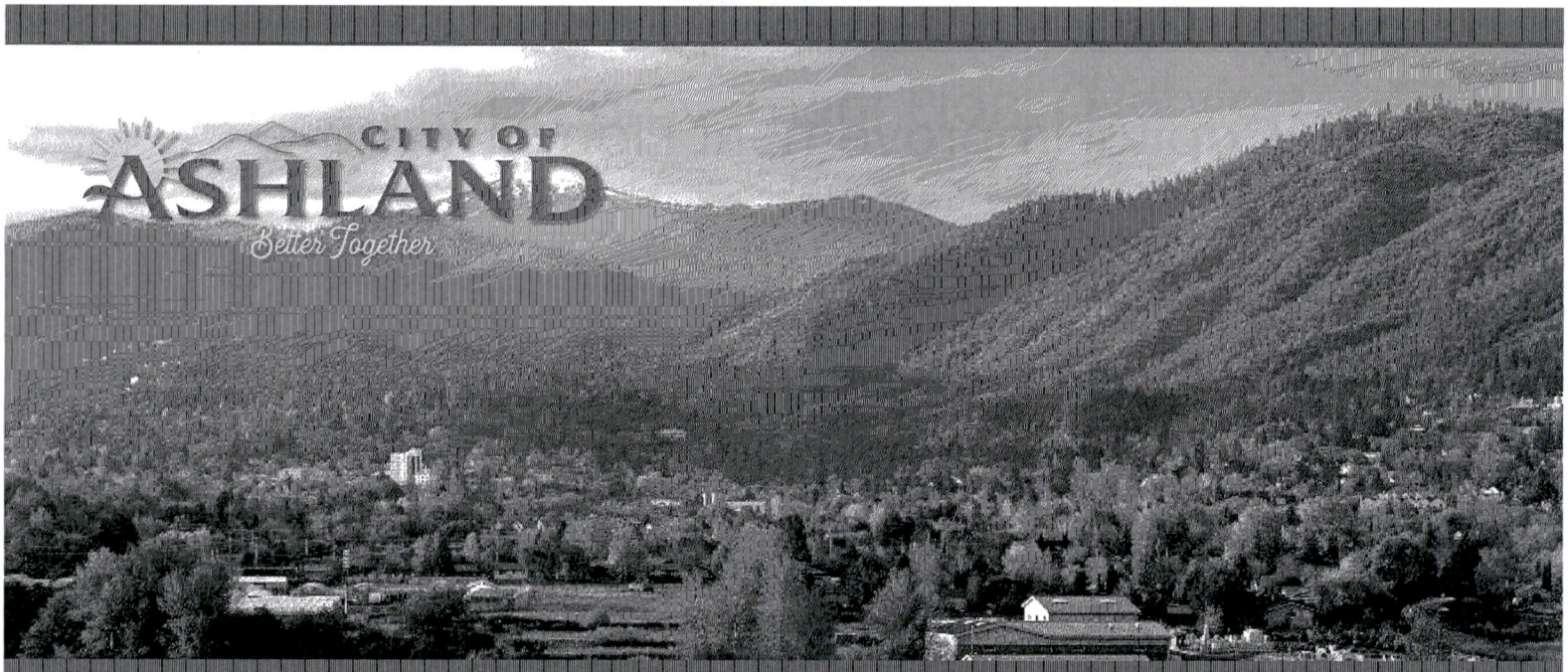
Dylan Bloom

SUBSCRIBED and SWORN before me this 20th day of March, 2023, by Dylan Bloom elected as City Councilor position #2 for the City of Ashland.

OFFICIAL STAMP
DANA SMITH
NOTARY PUBLIC-OREGON
COMMISSION NO. 1006013
MY COMMISSION EXPIRES NOVEMBER 11, 2024

Dana Smith, Notary Public

My Commission Expires: 11.11.2024



Capital Improvement Program – 2023-2025 Biennium

March 20, 2023

CIP Affordability

Capital Improvement Plan-Affordability

- Utility Affordability Metrics
  - Utility Bill - 6-10% of income
    - Street , Storm, Wastewater, Water, Electric, Internet, Trash, Natural Gas
- Rate Analysis – Based on Adopted CIP and Budget Requirements
- Utility Assistance Programs –Updates

Utility Bill Affordability Analysis

2021 Median Household Income $ 5,303.42

2% of Median Household Income Per Utility

Last Update	Utilities	Monthly Rate	% of Median Income
2019	Street Utility Fee	$ 9.56	0.18%
2021	Storm Drain Utility Fee	$ 5.44	0.10%
2019	Wastewater (average)	$ 54.20	1.02%
2019	Water (average)	$ 59.36	1.12%
2021	Electric (average)	$ 76.88	1.45%
2021	Ashland AFN	$ 65.00	1.23%
2022	Recology	$ 22.67	0.43%
N/A	Natural Gas	$ 56.00	1.06%
	Totals	**$ 349.11**	**6.58%**

2019 Water Rate Analysis

Impact of Rates on Household Affordability

Item	Monthly
Ashland Median Household Income [1]	$4,210
CURRENT Water Bill 3/4" using 1,000 cu. ft.	$59.36
Water Bill as % of Ashland MHI	**1.41%**
2019-20 Water Bill 3/4" using 1,000 cu. Ft.	$61.73
Water Bill as % of Ashland MHI	**1.47%**
Water Rates @ 2.0% of MHI [2]	$84.20

Source: US Census.

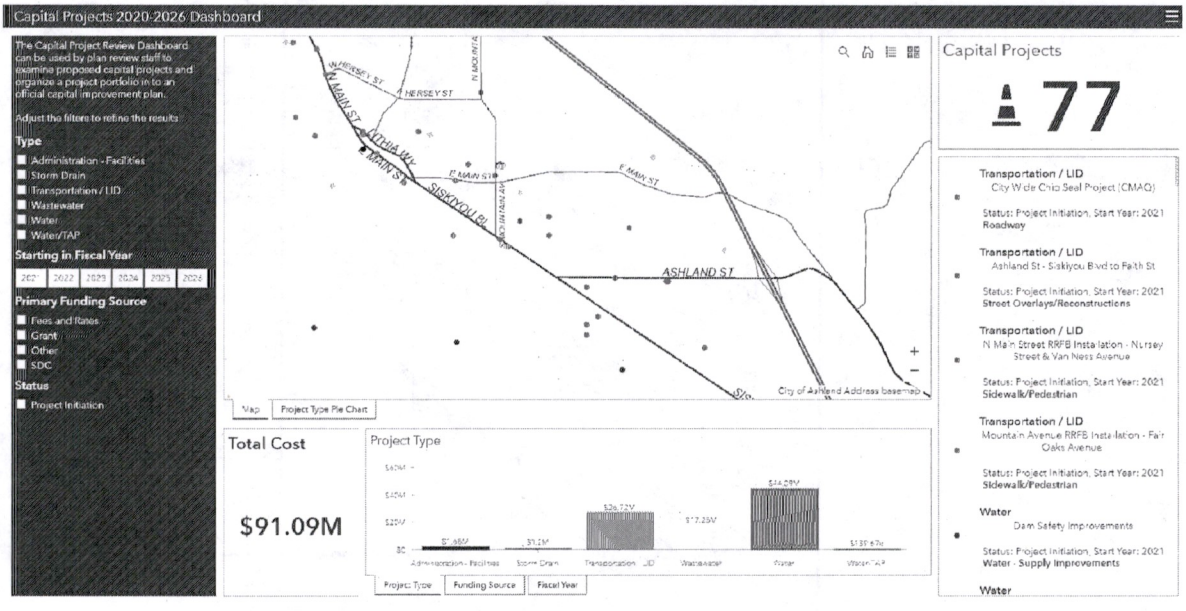
[1] 2017 5-year American Community Survey estimate.

[2] Per EPA guidelines a typical water bill greater than 2% is high and a typical water bill greater than 2.5% is burdensome.

Better Together

CIP Dashboard

Capital Improvement Plan-Dashboard



CIP Narratives

Capital Improvement Plan-Narratives

- Project Description
- Project Cost & Funding
- Project Timing & Duration

- Constructing 2 – Year Narrative Book

Street Fund – Roadway

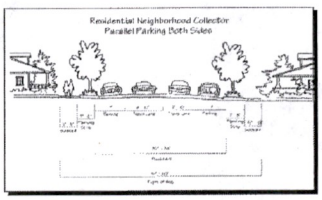
Project Name: **Clay Street (300' North of Takelma to Siskiyou Blvd)** Proj #: TSP R4C

Total Project Cost: **$5,048,314** Duration: 2 years

	FY22	FY23	FY24	FY25	FY26	FY27
Expenses:						
Design						
Construction						
Revenues:						
Fees						
SDCs						
Grant	$1,500,000	$3,035,814				
Other	$512,500					

Anticipated Long Term Expenses: Project is completely grant funded with Jackson County providing the required match (other*). After completion the improvement will become part of the street fund and costs will include overlay's as required for a pavement preservation program.

Description: Middle Clay Street is currently under Jackson County jurisdictional control and not improved to a typical City standard. Jackson County and the City of Ashland coordinated on a grant effort to fully improve middle Clay Street to its designated City standard in conjunction with transferring jurisdictional ownership of the roadway from the County to the City. Middle Clay Street is nominally 19-feet wide road with no bike or ped facilities. The street serves low, medium and high-density housing, a city park and a private elementary school, and connects the neighborhood to Ashland St. and Siskiyou Blvd. The purpose of the project is to add bike and pedestrian facilities with curb, gutter, sidewalk and underground drainage to facilitate the addition of the bike and pedestrian facilities. Sidewalk will also be added to the northern approximately 40' of Faith Ave to provide a sidewalk connection to Ashland St.



CAPITAL IMPROVEMENTS PROGRAM 10

CIP Streets

Capital Improvement Plan–Street Fund

- Transportation System Master Plan (2024 start)
- CIP - Streets
  - Roadway
  - Overlay (rehabilitation)
  - Pedestrian
  - Bicycle
- Recommendation by Transportation Committee
- Funding Sources
  - Transportation Utility Fee
  - Gas Tax
  - Franchise Fee/Food and Beverage
  - Grants
  - System Development Charges
- Major Projects: (2-year)
  - Ashland Street Rehabilitation
  - Mountain Avenue Rehabilitation
  - Middle Clay Street Improvements
  - Oak Street Rehabilitation

CIP Water

Capital Improvement Plan-Water

- Water System Master Plan
- TAP System Master Plan

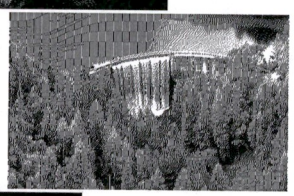
- Oregon Health Authority-Drinking Water Division

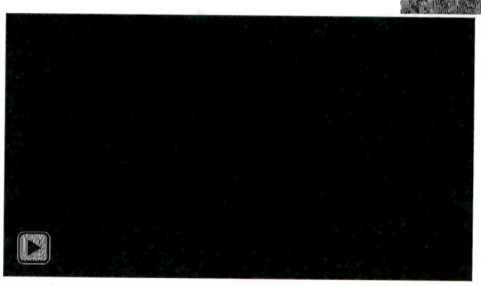
- CIP - Water
  - Supply
  - Treatment
  - Distribution (reservoirs, piping and pump stations)
  - TAP system

- Funding Sources
  - Water Utility Fee
  - System Development Charges
  - Grants

- Major Projects: (2-year)
  - Dam Safety Improvements
  - East and West Forks Transmission Line Rehabilitation
  - Water Treatment Plant
  - TAP System Improvements
  - Distribution Pipeline Projects





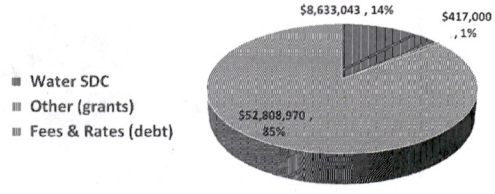


CIP Water

Capital Improvement Plan-Water

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle			Project Totals FY24-FY25
Water - Supply Improvements					FY24	FY25	Project Totals
Dam Safety Improvements	X		X		$ 3,312,804	$ 3,312,804	$ 6,625,608
East & West Fork Transmission Line Rehabilitation			X	X	$ 2,300,000	$ -	$ 2,300,000
7.0 MGD Water Treatment Plant			X	X	$ 4,306,922	$ 41,148,100	$ 45,455,022
7.0 MGD Water Treatment Plant Construction Administration		X	X	X	$ 512,357	$ 4,895,027	$ 5,407,384
Subtotal Water - Supply Improvements					**$ 9,919,726**	**$ 44,460,904**	**$ 59,788,014**
Water - Pump Station Improvements					FY24	FY25	Project Totals
TAP BPS Backup Power		X	X		$ 417,000	$ -	$ 417,000
Subtotal Water - Pump Station Improvements					**$ 417,000**	**$ -**	**$ 417,000**
Water - Pipe Improvements					FY24	FY25	Project Totals
Annual Pipe Replacement	X	X	X	X	$ 300,000	$ 300,000	$ 600,000
Distribution Pipe Projects	X	X	X	X	$ 467,000	$ 507,000	$ 974,000
Subtotal Water - Pipe Improvements					**$ 767,000**	**$ 807,000**	**$ 1,574,000**
Water - Operations & Maintenance					FY24	FY25	Project Totals
Telemetry Upgrades				X	$ 80,000	$ -	$ 80,000
Subtotal Water - Operations & Maintenance					**$ 80,000**	**$ -**	**$ 80,000**
WATER					**$ 11,183,726**	**$ 45,267,904**	**$ 61,859,014**

Water CIP Funding



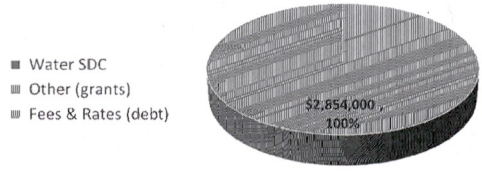
Capital Improvement Plan-TAP

TAP - Supply Improvements					FY24	FY25	Project Totals
Non-Peak/Emergency Supply Connection from Ashland to Talent/Phoenix					$ 236,000	$ -	$ 236,000
Subtotal TAP - Supply Improvements					**$ 236,000**	**$ -**	**$ 236,000**

TAP - Booster Pump Station Improvements					FY24	FY25	Project Totals
Regional BPS Short-Term Expansion		X	X		$ 211,000	$ -	$ 211,000
Regional BPS Programming Updates			X		$ -	$ 101,000	$ 101,000
Talent BPS Generator Upgrade (Option 1)					$ -	$ 445,000	$ 445,000
Talent BPS Expansion for Talent and Ashland (Option 1)					$ -	$ 138,000	$ 138,000
Talent BPS Seismic Upgrades					$ -	$ 100,000	$ 100,000
Subtotal TAP - Booster Pump Station Improvements					**$ 211,000**	**$ 784,000**	**$ 995,000**

TAP - Pipe Improvements					FY24	FY25	Project Totals
24-inch Pipe Seismic Upgrades (Highway 99 Phoenix)			X		$ -	$ 1,623,000	$ 1,623,000
Subtotal TAP - Pipe Improvements					**$ -**	**$ 1,623,000**	**$ 1,623,000**
WATER/TAP					**$ 447,000**	**$ 2,407,000**	**$ 2,854,000**

TAP CIP Funding



CIP Water

CIP Wastewater

Capital Improvement Plan-Wastewater

- Facility Plan-Major Process Improvements
- Collection System Master Plan
- Department of Environmental Quality-NPDES
- CIP – Wastewater
  - Collections
  - Treatment
- Funding Sources
  - Wastewater Utility Fee
  - System Development Charges
- Major Projects (2-year)
  - Water Quality Trading (shading)
  - UV System Upgrades
  - Headworks Improvements
  - Collection System Parallel Trunkline
  - Inflow and Infiltration Reduction Program





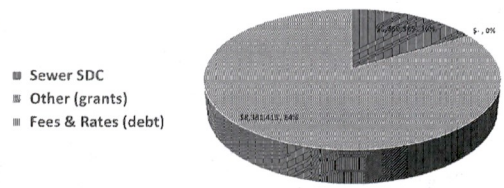
Better Together

CIP Wastewater

Capital Improvement Plan-Wastewater

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	FY24	FY25	Project Totals FY24-FY25
Wastewater Treatment Plant							
Shading (Capital Cost + first 6 years of O&M)	X				$ 493,000	$ 273,000	$ 766,000
UV System Upgrades	X				$ 650,000	$ -	$ 650,000
Membrane Replacement (two trains)	X			X	$ 1,200,000	$ -	$ 1,200,000
WWTP Process Improvements (Headworks)	X		X	X	$ 1,000,000	$ 3,250,000	$ 4,250,000
WWTP Process Improvements (Harmonics/Telemetry)	X		X		$ 150,000	$ 150,000	$ 300,000
Secondary Clarifier 2 Improvements	X	X	X	X	$ -	$ 397,500	$ 397,500
Subtotal Wastewater Treatment Plant					**$ 3,493,000**	**$ 4,070,500**	**$ 7,563,500**
Wastewater Collection System					**FY24**	**FY25**	**Project Totals**
Hardesty Site Development & Equipment Storage					$ 780,440	$ -	$ 780,440
Wastewater Miscellaneous In-House Replacement	X	X	X	X	$ -	$ 125,000	$ 125,000
Wastewater Miscellaneous Trenchless Pipe Lining	X		X	X	$ -	$ 500,000	$ 500,000
Pinpoint I/I Sources in Various Basins		X			$ 163,000	$ -	$ 163,000
Annual I/I Reduction and Collection System Replacement Project Allowance		X			$ -	$ 100,000	$ 100,000
Upsize Bear Creek Interceptor from Wightman Street to Tolman Creek Road	X	X		X	$ 400,000	$ 400,000	$ 800,000
Subtotal Wastewater Collection System					**$ 1,343,440**	**$ 1,125,000**	**$ 2,468,440**
WASTEWATER					**$ 4,836,440**	**$ 5,195,500**	**$ 10,031,940**

Wastewater CIP Funding



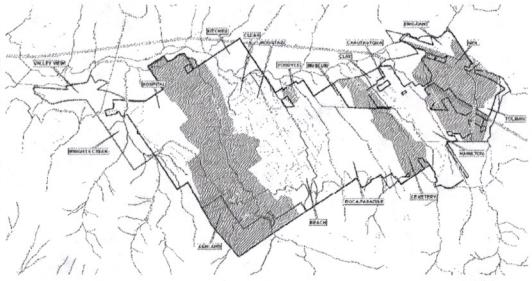
Better Together

CIP Storm

Capital Improvement Plan-Storm

- Storm Water and Drainage System Master Plan
- Department of Environmental Quality – MS4 Permit
- CIP
  - Collections
- Funding Sources
  - Storm Drain Utility Fee
  - System Development Charges
- Major Projects
  - Flood Reduction
    - East Main Street at Emerick Improvements
    - Siskiyou Boulevard at University Way Improvements
    - North Mountain Avenue at RxR tracks Improvements

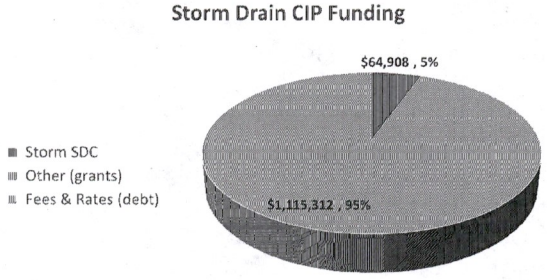




CIP Storm

Capital Improvement Plan-Storm

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	FY24	FY25	Project Totals FY24-FY25
Storm Drain							
Hardesty Site Development & Equipment Storage					$ 390,220	$ -	$ 390,220
Stormwater Miscellaneous Trenchless Pipe Lining			X	X	$ -	$ 150,000	$ 150,000
N Mountain Avenue @ Railroad Tracks		X	X		$ 220,000	$ -	$ 220,000
Siskiyou Boulevard @ University Way		X	X		$ 150,000	$ -	$ 150,000
E Main Street @ Emerick Street		X	X		$ -	$ 270,000	$ 270,000
STORM DRAIN					**$ 760,220**	**$ 420,000**	**$ 1,180,220**



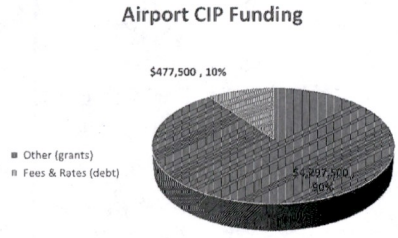
Better Together

CIP Airport

Capital Improvement Plan-Airport

- Federal Aviation Administration
- Oregon Department of Aviation

- CIP
  - Airport
- Funding Sources
  - Airport Rentals and Leases
- Major Projects
  - Taxiway Reconstruction
  - Apron Expansion



Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY25		
Airport					FY24	FY25	Project Totals
Entitlement Grant - Airport Improvments - Taxiway Rehabilitation (Construction)			X	X	$ 1,200,000	$ -	$ 1,200,000
North Apron Reconstruction & Expansion: Ph 1 - Environmental & Design		X		X	$ 333,000	$ -	$ 333,000
North Apron Reconstruction & Expansion: Ph 2 - Construction		X		X	$ -	$ 3,242,000	$ 3,242,000
AIRPORT					$ 1,533,000	$ 3,242,000	$ 4,775,000

Better Together

CIP Facilities

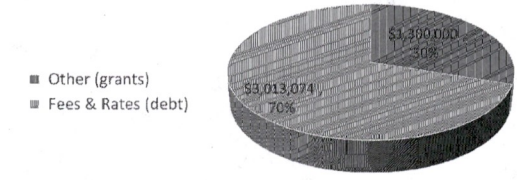
Capital Improvement Plan-Facilities

- Building Code
- Planning Code

- Funding Sources
  - Enterprise Funds
  - General Fund
  - Grants

- Major Projects
  - General Facility Work
  - Briscoe School
  - Community Center & Pioneer Hall

Facilities CIP



Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	FY24	FY25	Project Totals FY24-FY25
Facilities							**Project Totals**
City Facility Upgrades & Maintenance	X	X	X	X	$ 280,000	$ 280,000	$ 560,000
City Facility Optimization Program					$ 250,000	$ 250,000	$ 500,000
Briscoe School Improvements			X	X	$ 1,300,000	$ -	$ 1,300,000
Community Center & Pioneer Hall Rehabilitation	X		X	X	$ 1,953,074	$ -	$ 1,953,074
Deffered Maintenance of Major Facilities	X	X	X	X	$ 250,000	$ 250,000	$ 500,000
FACILITIES					**$ 4,033,074**	**$ 780,000**	**$ 4,813,074**

Better Together

Next Steps

- Council Adoption of Capital Improvement Program
- Update Waster and Wastewater Rate Models
- Departmental Budget requests for appropriations in the 2021-2023 Biennium Budget for 2-year CIP projects

QUESTIONS?



Facility Optimization Program – 2023-2025 Biennium

March 20, 2023

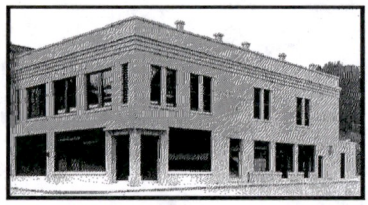
Facility Condition Assessments

- Overall Condition Score (A-F)
- Itemized Assessment
  - Exterior Systems (Security, Lighting, Roofing, Finishes, Paving, ADA)
  - Interior Systems (Heating, Ventilation, Air-conditioning, Mechanical, Electrical, Plumbing Systems, Finishes, Furniture)

5	NEW	New or like-new conditions. No unexpected maint./failures. Replace 8+ years
4	GOOD	Good condition. No major issues or concerns. Consider replacment 6 to 8 years
3	FAIR	Normal wear and expected maintenance, but no major issues. Replace within 4 - 6 years
2	POOR	Heavy wear. At or nearing or exceeded end of expected lifecycle. Replace within 2 to 4 years
1	CRITICAL	Extremely worn and/or damaged. Replace ASAP, but no more than 2 years



Pioneer Log Cabin and Women's Civic Club, c1923



Facility Condition Assessments

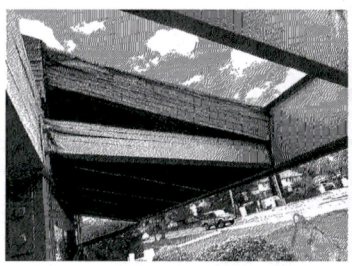
- Community Development **B**
- City Hall **F**
- Community Center **F**
- Pioneer Hall **D**
- Service Center **B-**
- Street/Fleet/Facilities **C**
- Grove **B+**
- Electric Storage A-
- Civic Center **D**
- Police Department **B**
- Fire Station #1 **A-**
- Fire Station #2 **B+**
- Cemetery **C+**

Facility Assessments

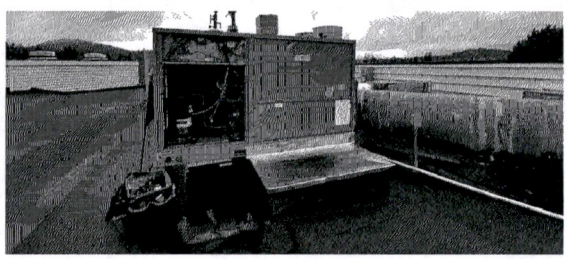
Facility - Asset Management

- Itemized Assessment of Major Facility Systems
  - Roofs, HVAC, MEP, Interior/Exterior Systems
  - Age, Life Cycle, Condition Score
    - Develop Maintenance Cycles
    - Life Cycle Replacement Costing
    - Fuel Switching





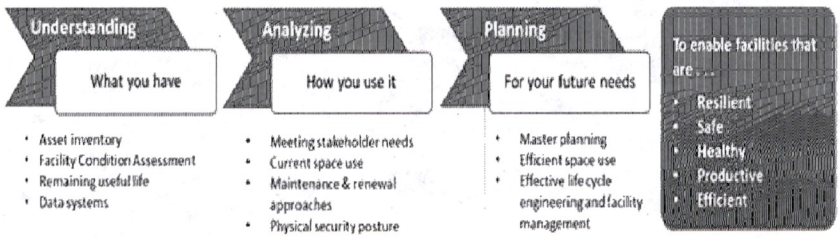




Master Planning

Facility Optimization and Planning-Overview

- Facility Master Planning
  - 2008 Facility Plan
- Facility Planning and Optimization Study
  - Formal Facility Assessments
  - Develop Space Need Requirements & Optimize Service Delivery
  - Master Plan
  - Asset Management
    - Continue Development of Facilities Database Information



Better Together

Next Steps

- Develop City Managers Recommended Budget
- Finalize Facility Study Solicitation

QUESTIONS?

ASHLAND CITY COUNCIL
BUSINESS MEETING
MINUTES
Tuesday, March 21, 2023

I. Executive Session

Mayor Graham, Councilor Hyatt, Bloom, Dahle, Kaplan, DuQuenne and Hansen were present. Staff present: City Manager Joe Lessard, Deputy City Manager Sabrina Cotta, Acting City Attorney Doug McGeary. Council held an Executive Session for the City Manager's Review, pursuant to ORS 192.660(2)(i).

II. CALL TO ORDER

Mayor Tonya Graham called the meeting to order at 6:04 p.m.

1. Land Acknowledgement

Councilor Hansen read the land acknowledgement.

III. PLEDGE OF ALLEGIANCE

Councilor Dahle led the Pledge of Allegiance.

IV. ROLL CALL

Mayor Graham, Councilor Hyatt, Bloom, Dahle, Kaplan, DuQuenne and Hansen were present.

V. MAYOR'S/CHAIR OF THE COUNCIL ANNOUNCEMENTS

1. **Proclamation Honoring Cesar Chavez**
2. **Proclamation Celebrating Arbor Day**
3. **Proclamation Declaring Food Waste Prevention Week**

Mayor Graham read the proclamations.

Mayor Graham moved Consent Agenda item number 2. Citizen Budget Committee Appointments to Unfinished Business.

Councilor Hyatt/DuQuenne m/s the addition of the City Facilities Optimization Master Plan to this evening's agenda as carry over from last night's Study Session to Special Presentations.
Roll Call Vote: Councilor Hyatt, Bloom, Dahle, Kaplan, DuQuenne, and Hansen, YES. Motion passed.

VI. APPROVAL OF MINUTES

VII. SPECIAL PRESENTATIONS

1. City Facilities Optimization Master Plan

Public Works Director Scott Fleury explained that he, along with the Facilities Division staff, ranked all the city's facilities using an A to F range. Over the past few years, staff entered information into an asset city management database that tracked maintenance and material replacement. The database was also used for formal assessments. He provided the following presentation (see attached):

- Capital Improvement Program 2023-2025 Biennium

- Facility Condition Assessments
- Facility – Asset Management
- Facility Optimization and Planning-Overview
- Next Steps

Councilor Dahle asked if equipment was replaced on time or due to condition. Mr. Fleury responded the city often replaced on condition and explained the cost effectiveness of replacing on time.

Councilor DuQuenne asked why the Community Center and Pioneer Hall were on the list when ZCS was hired to work on both. Mr. Fleury explained this was scoring only and when they did the city plan, they would select the facilities they wanted to be part of the planning.

Councilor Kaplan asked about developing a plan to replace gas when retiring equipment. Mr. Fleury commented that it was explicit versus implicit. Staff would have to factor in the cost installation parameters. Additionally, the service might not have the electrical bandwidth to meet that need. It would be part of the long term study. Short term, they could for some.

Councilor Hyatt asked if it was more advantageous to lease instead of own. Mr. Fleury explained the consultants would address leasing and determine space now and in the future.

Councilor Hansen asked if the consultant would look for grant opportunities, replacing roofs, considering solar. Mr. Fleury responded they could.

Councilor DuQuenne commented that the city had a deficit and questioned if this was the appropriate time to send out for an RFP. She asked if it could wait until after the budget process. Mr. Fleury recommended moving forward. There was funding in the budget. The sooner it was done, the sooner the city would know the fiscal obligations to facilities maintenance. Once they had that understanding, they could budget for it. The study would cost $250,000 to begin.

Mr. Fleury confirmed the last facilities master plan was 15 years old and should be conducted every 7-10 years. City use changed, rules changed, there were regulatory requirements that changed. Costing became more impactful when something was not planned appropriately. Interim Finance Director Sabrina Cotta confirmed there was money in the facility fund for the current budget and no deficit. The city was in a good position to move forward.

Councilor Dahle asked if the study would include the cost of doing nothing. Mr. Fleury confirmed the study would include "do nothing" costs as well.

2. Union Pacific Railroad Restrictive Covenant Amendment Request

Interim Community Development Director Brandon Goldman introduced Michael Niemet, a project manager with Jacobs, a firm that worked with Union Pacific Railroad (UPRR). Mr. Goldman gave background on the railroad property, the restrictive covenant, and details on the cleanup standards. Mr. Niemet provided a presentation on the UPRR restrictive covenant amendment request (see attached):

- Parcel 7 of Partition Plan No. P-32-2000

- Proposed Covenant Modification (Condition 9 of PA 2016-00684)
- Estimated Timeline – Next Steps

Councilor Bloom asked if no action were taken, would the property be treated as single family residence. Mr. Niemet explained if it was left as is, it would not get cleaned up and UPRR could not guarantee single residence standards. Not being able to meet the set standard would create liability.

Margaret Oscilia, DEQ project manager for the western region cleanup and emergency response explained DEQ had worked closely with UPRR and Jacobs to review and approve a proposed cleanup action that would protect their understanding of the current and likely use of the property.

Councilor Hyatt asked for clarity on whether the Planning Commission will hold a public hearing. Mr. Goldman explained the Planning Commission would review the prior condition of approval from 1999 and the revision made in 2016. The Commission would not review the remediation plan for cleanup. There would be a public hearing where the public could provide input once the condition is modified. If the Planning Commission concurred with the modification of condition, the cleanup plan would move forward with the 30-day timeline. Part of the timeline included staff coming to council for comments on the remediation plan. There may be a separate forum for comments regarding the remediation plan to DEQ.

Councilor Hyatt asked if there would be an opportunity to discuss the removal of lead and arsenic and the entombment of petroleum product. Ms. Oscilia explained the cleanup plan would address arsenic and lead removal along with justification and explanation of the placing of material on another portion of the site with engineering controls. That information would be included in the staff report describing the proposed cleanup plan. The staff report will be submitted for public comment for a 30-day, possibly 60-day period. This will include a presentation at a City Council meeting and a public town hall.

Councilor Dahle/DuQuenne m/s to direct staff to prepare, file, and seek approval of an application for a Major Amendment to replace the condition of approval in PA2016-00684 with the modified condition of approval presented in the March 21, 2023, Council Communication and to continue working with Union Pacific Railroad and DEQ to achieve remediation of the rail yard site to applicable DEQ standards. DISCUSSION: Councilor Dahle understood doing nothing was the wrong idea. This worked towards solving housing, climate initiative and council needed to get it in front of the Planning Commission. Councilor DuQuenne agreed. She was looking forward to seeing the cleanup plan and having the Planning Commission look at more buildable land. Councilor Kaplan thought it was a great opportunity to fill in that space with high density and housing opportunities. Councilor Hyatt supported the motion and appreciated the public being included in the process.
Roll Call Vote: Councilor Dahle, Hyatt, Bloom, Hansen, DuQuenne, and Kaplan, YES. Motion passed.

VIII. CITY MANAGER REPORT

City Manager Joe Lessard announced the Rogue Valley Bike Swap at the Grove was April 29, 2023 from noon to 2:30 p.m. The emergency shelter had provided 30 nights of emergency weather shelter in the city with anywhere from 11 to 34 guests at night. There were ten nights left and Mr. Lessard had

authorized four more nights. It looked like there was coverage to meet the end of March timeframe. Funding was stretching as anticipated. He went on to review the Look Ahead.

IX. PUBLIC FORUM

Anya Moore/Ashland/Supported Council adopting an electrification ordinance.

TeMaia Wiki/Ashland/Spoke in support of the electrification ordinance.

Piper Banks/Ashland/Supported an electrification ordinance.

Mira Saturen/Ashland/Spoke in support of transitioning to clean energy.

Kena Robertshaw/Ashland/ Urged council to pass the electrification ordinance to help heal planet.

John Hawksley/Ashland/Supported the young people speaking to the electrification ordinance.

Kiera Retiz/Ashland/Supported the electrification ordinance.

Flavia Franco/Ashland/Supported the electrification ordinance.

Nadia Pettingell/Ashland/Supported an Ashland electrification ordinance.

Livy Cacey/Ashland/Community valued nature. She supported having an electrification ordinance.

Mary Scott/Ashland/Shared her experience building a passive solar house and net zero living.

Wade Bennet/Ashland/Spoke in support of the electrification ordinance.

Lauren Oliver/Ashland/Supported the electrification ordinance and spoke to water conservation.

Jefferson Robert Parson/Ashland/Supported electrification and the youth movement for climate change.

Tish Way/Ashland/Spoke to her health issues that resulted from a sewage spill that occurred October 2022.

Miriam Reed/Ashland/Spoke regarding the medical issues that result from cell phone usage.

Kelly Marcotulli/Ashland/Did not support an electrification ordinance and spoke on the harmful effects of electricity.

X. CONSENT AGENDA

Councilor DuQuenne pulled Consent Agenda item #2 for further discussion.

1. **Greenleaf Restaurant Liquor License Approval Request**

Councilor Hyatt/DuQuenne m/s to approve Consent Agenda. Roll Call Vote: Councilor Kaplan, Hyatt, Dahle, DuQuenne, Bloom and Hansen, YES. Motion passed.

Councilor Hyatt/Dahle m/s to extend the public hearing to 9:00 p.m. Roll Call Vote: Councilor Hyatt, Bloom, Hansen, Kaplan, Dahle, and DuQuenne, YES. Motion passed.

2. **Contract Amendment with ZCS Engineering for the Community Center and Pioneer Hall Design**

Councilor DuQuenne pulled the item so the new councilors could participate in the conversation brought up at the Study Session regarding the ad hoc committee's work on the matter. She wanted to pull it for a month and review the bare minimum work needed to get the doors open instead of a complete repair.

Mayor Graham asked Public Works Director Scott Fleury if this contract was for design only and what was needed to have options for repair. Mr. Fleury confirmed it was design only. This was the initial contract authorization by council and led to the schematic design phase that ZCS completed. ZCS looked at structural modifications to the building to meet the basic minimum requirements to reopen the facility and install an ADA bathroom and kitchen. They looked at code related items such as live load for the floor and roof, additional ADA ingress and egress, without design. The change order would provide design for the roof, floor and ADA access and refine the cost estimates. Once staff have that information, they can provide the council with menu options, associated costs and available budget.

Councilor DuQuenne noted there were many businesses open in Ashland that were not ADA compliant. It seemed more cost effective to do the minimum to get the doors open and work on the ADA improvements overtime.

Councilor Bloom thought if a prior council had given direction to move forward, this council should. But it might be beneficial to invite the ad hoc committee to speak on it as well. Councilor DuQuenne explained two councilors and the engineer in the ad hoc committee were no longer on the committee. She did support a conversation and wanted to put the item on hold.

Mr. Fleury explained they were already three months behind on getting to the next level of documentation and would have to bring the items back. Councilor Dahle asked if costs would increase. Mr. Fleury responded engineers and contractors will hold a bid 30-60 days. Costs might increase if Council delayed too long.

Councilor Hansen confirmed the city could not do anything without this step. Mr. Fleury explained this was the intermediate step to get to final construction documents.

Councilor Kaplan asked for the time frame to get the design. Mr. Fleury thought it would be two to three months followed by a six-month construction window.

Councilor Hyatt confirmed the priority one structural repairs would not get the building to where it was successful under snow load. The change order would allow for the snow load and improve equity access if they went with the ADA enhancements. Mr. Fleury responded yes, specifically for the Community Center. There were minor ADA adjustments for Pioneer Hall. Councilor Hyatt went on to confirm that both those pieces were discussed during the November 14, 2022, meeting and this change order supported that.

Councilor Bloom/Hansen m/s approval a professional services contract with ZCS Engineering and Architecture in the amount of $47,085. DISCUSSION: Councilor Bloom thought a lot of important points were brought up. This was about moving forward. Councilor Hansen added it seemed like a necessary step and looked forward to opening up the Community Center. Councilor DuQuenne looked forward to both buildings being open. However, looking back at work that was ignored, she stood with the ad hoc committee. Councilor Kaplan participated in those discussions. It was distressing to see how long it was taking. He appreciated the work of the ad hoc committee but understood from last night the committee provided ideas but not designs that could be bid out appropriately. Councilor Dahle commented that the finances were already appropriated in the current budget and time was of the essence. Councilor Hyatt noted actions of a past council did not tie the hands of a present council. The struggle was finding a contractor that would support the designs needed and the city was unable to do that. Councilor DuQuenne noted anyone could look up who participated in the ad hoc committee and there was an engineer involved. She also wanted the buildings open but held steadfast to what was put in place by the ad hoc committee. **Roll Call Vote: Councilor DuQuenne, NO; Councilor Hansen, Bloom, Hyatt, Kaplan, and Dahle, YES. Motion passed 5-1.**

X. PUBLIC HEARINGS

1. Ordinance 3218 Public Hearing and First Reading of 2022 Orgon Fire Code

Fire Chief Ralph Sartain announced the Wildfire Division Community Risk Reduction crew procured $249,700 from the USDA Forest Service Community Wildfire Defense Grant to rewrite the wildfire grant for the protection of Jackson County.

Chief Sartain had been asked to match the state fire code with the City's ordinance. It was written and would be part of the budget discussion. Changes to the ordinance included date and title changes, general renumbering of sections and adding definitions for low, moderate, and high risk.

Mayor Graham opened and closed the public hearing at 8:23 p.m.

Councilor Hyatt/Dahle m/s to approve the first reading of Ordinance No. 3218 to amend the Ashland Fire Prevention Code AMC Chapter 15.28 and to send Ordinance No. 3218 to a Second reading on April 4, 2023. DISCUSSION: Councilor Hyatt expressed her gratitude to Chief Sartain and his team. Councilor Dahle and DuQuenne added their thanks and congratulations. **Roll Call Vote: Councilor Dahle, Hansen, Hyatt, DuQuenne, Bloom, and Kaplan, YES. Motion passed.**

XI. UNFINISHED BUSINESS

1. Citizen Budget Committee Appointments

Council voted to appoint two members to the Citizen Budget Committee.

Councilor Hyatt/Kaplan m/s to appoint the following individuals by term to the Citizens' Budget Committee:

- **Shane Hunter for the term ending June 30, 2024**
- **Leda Shapiro for the term ending June 30, 2025**

DISCUSSION: Councilor Hyatt voiced her gratitude to the applicants. Councilor Kaplan agreed. Councilor Bloom was ready to get to work. **Roll Call Vote: Councilor DuQuenne, Dahle, Hyatt, Kaplan, Hansen, and Bloom, YES. Motion passed.**

2. **City Council Priorities for the 2023-2025 Biennium**

City Manager Joe Lessard provided the background on the matter and explained the priorities citizens had voted for. Council discussed their top priorities and why.

Councilor Hyatt/Dahle m/s the council body adopt the following priorities for direction to staff in the preparation of the 2023-25 biennium budget:

1. **Wildfire risk reduction and CEAP execution,**
2. **Economic Development including development of eco-tourism like trails, ensuring city processes such as planning are supportive of attracting new business and supporting those already here,**
3. **Affordability including attainable housing, and review of our rate structures for progressiveness in their livability,**

All with the underlying supporting principles of equity of access, and strong supportive city services with a customer service focus. DISCUSSION: Councilor Hyatt thought council had represented the feedback of the community to the best of their ability. Councilor Kaplan commented that this was a movie, not a snapshot. It was council's job to keep an eye on the horizon. Councilor Bloom thought it was a great exercise. It showed how aligned community was in values and vision. **Roll Call Vote: Councilor Hyatt, DuQuenne, Bloom, Kaplan, Hansen, and Dahle, YES. Motion passed.**

XII. NEW BUSINESS – None

XIII. ORDINANCES, RESOLUTIONS AND CONTRACTS

1. **Contract for Diversity, Equity, and Inclusion (DEI) Assessment with Paradigm Public Affairs, LLC**

Deputy City Manager Sabrina Cotta provided background on the selection process and why Paradigm Public Affairs, LLC was the best match for the city.

Councilor Dahle/Hansen m/s to move approval of a contract with Paradigm Public Affairs, LLC for a DEI assessment in the amount of $39,875. DISCUSSION: Councilor Dahle thought the city would be remiss not to move forward. It was important. Councilor Hansen was interested to read about the Paradigm team. It was not the kind of work that was intuitive. Institutional things including racism needed to be addressed. A safe work culture came through work, it was not a given. Councilor DuQuenne supported Paradigm Public Affairs, LCC. The business was run by a woman. They would work with the city and not just check the boxes. She appreciated that diversity, equity, and inclusion was a way of life and supported the motion. She was council liaison for the SERJ Committee and

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thought community was moving towards inclusion of everyone in Ashland. **Roll Call Vote: Councilor Hansen, Bloom, Hyatt, DuQuenne, Kaplan, and Dahle, YES. Motion passed.**

XIV. OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS

1. City Recorder's Office Administrative Support for Liquor License Processing

Councilor Hyatt explained the request would delegate authority to the Legal Department to leverage cross training and back up for this process.

Councilor Hyatt/Kaplan m/s direct staff to review and revise the ordinance that delegates OLCC liquor license applications under AMC 6.32.050 to provide the responsibility to the Legal Department of the City of Ashland. DISCUSSION: Councilor Hyatt explained it was in support of local businesses trying to make sure internal processes are efficient and effective. **Roll Call Vote: Councilor Hansen, DuQuenne, Kaplan, Dahle, Bloom and Hyatt, YES. Motion passed.**

Councilor Kaplan asked Council to direct the CEAP Committee to begin a discussion of an electrification ordinance. Council agreed. Councilor Hyatt announced the Jefferson Exchange was having an interesting piece on housing in Oregon. Councilor Hansen attended his first Transportation Committee and announced there were three open vacancies.

XV. ADJOURNMENT OF BUSINESS MEETING

Councilor DuQuenne/Bloom m/s to adjourn the meeting. Voice Vote: ALL AYES. Motion passed. The meeting was adjourned at 9:29 p.m.

Respectfully Submitted by:

DocuSigned by:
Melissa Huhtala
A02A82A0E5F2482...

City Recorder Melissa Huhtala

Attest:

Tonya Graham

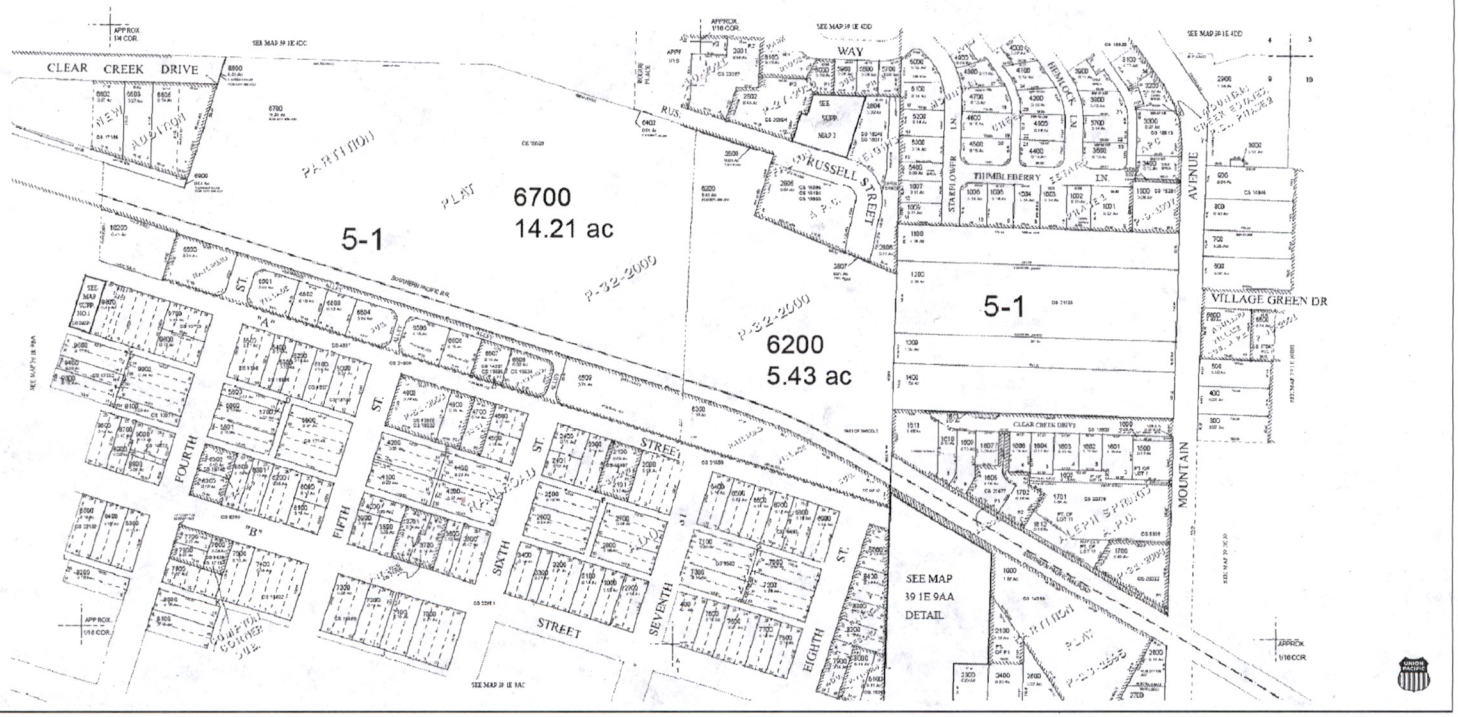
Mayor Tonya Graham



Facility Optimization Program – 2023-2025 Biennium

March 20, 2023

Parcel 7 of Partition Plan No. P-32-2000



Proposed Covenant Modification
(Condition 9 of PA 2016-00684)

Parcel 7 is restricted from further development or land division until Grantor obtains a determination from the Department of Environmental Quality that the property meets cleanup standards applicable to a single residential property. Thereafter, development of or any subdivided parcel cannot occur until Grantor obtains a determination from the Department of Environmental Quality that the property meets cleanup standards applicable to the use proposed for the subdivided parcel. Grantor will provide written document from the Department of Environmental Quality demonstrating compliance with these standards to the City.

Parcel 7 is restricted from further development or land division until Grantor obtains a determination from the Department of Environmental Quality that the property meets cleanup standards consistent with the current and likely future land use zoning for the property (i.e., E-1 with residential overlay)~~applicable to a single residential property~~. These land uses correspond with the Department of Environmental Quality Urban Residential and/or Occupational exposure scenarios. Thereafter, development of or any subdivided parcel cannot occur until Grantor obtains a determination from the Department of Environmental Quality that the property meets cleanup standards applicable to the use proposed for the subdivided parcel. This covenant will be removed from the property, and/or any subdivided parcel(s), upon the g~~G~~rantor ~~will provide~~ providing the City written documentation from the Department of Environmental Quality demonstrating compliance with these standards to the City.

BALLOT #1

Row	Candidates (alphabetical)	Position Requested	1. Tonya Graham (Mayor)	2. Paula Hyatt (Pos. No. 1)	3. Dylan Bloom (Pos. No. 2)	4. Jeff Dahle (Pos. No. 3)	5. Bob Kaplan (Pos. No. 4)	6. Gina DuQuenne (Pos. No. 5)	7. Eric Hansen (Pos. No. 6)	Notes
1	**Christine Fernlund**	Budget Comm.								
2	**Shane Hunter**	Budget Comm.	X							
3	**Leda Shapiro**	Budget Comm.	X							
4										
5										
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BALLOT #1

Row	Candidates (alphabetical)	Position Requested	1. Tonya Graham (Mayor)	2. Paula Hyatt (Pos. No. 1)	3. Dylan Bloom (Pos. No. 2)	4. Jeff Dahle (Pos. No. 3)	5. Bob Kaplan (Pos. No. 4)	6. Gina DuQuenne (Pos. No. 5)	7. Eric Hansen (Pos. No. 6)	Notes
1	**Christine Fernlund**	Budget Comm.								
2	**Shane Hunter**	Budget Comm.		✓						
3	**Leda Shapiro**	Budget Comm.		✓						
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2	**Shane Hunter**	Budget Comm.			✓					
3	**Leda Shapiro**	Budget Comm.								
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1	**Christine Fernlund**	Budget Comm.				X				
2	**Shane Hunter**	Budget Comm.								
3	**Leda Shapiro**	Budget Comm.				X				
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1	**Christine Fernlund**	Budget Comm.							x 2	
2	**Shane Hunter**	Budget Comm.							x 1	
3	**Leda Shapiro**	Budget Comm.								
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Council Business Meeting

April 4, 2023

Agenda Item	Public Hearing and First Reading of Ordinance 3220 Amending the City's Food and Beverage Tax to correspond with the City's referendum ballot language on the May 16, 2023, Special Election	
From	Doug McGeary Joseph Lessard	City Attorney City Manager
Contact	doug.mcgeary@ashland.or.us ; 541-488-5350 joe.lessard@ashland.or.us ; 541-522-2103	

SUMMARY

On February 7, 2023, the City Council approved a ballot measure (referendum) for the May 16, 2023, Special Election that would amend the City's Food and Beverage Tax Ordinance (AMC 4.34). The ballot measure requests Ashland voters approve an ordinance adopted by the City Council that dedicates Food and Beverage Tax revenues to uses for city parks, open space, recreation, and senior service purposes (uses currently under the City's Parks and Recreation Department) as follows:

- Not less than 25% of the tax revenues will be used for capital expenses, including acquisition, planning, development, repair, and rehabilitation;
- Up to 73% of tax revenues will be used for operations, maintenance, and capital expenses;
- Tax administration will continue to be 2% of revenues.

The ballot measure extends the tax expiration date from Dec. 31, 2030, to Dec. 31, 2040 with the current 5% tax rate unchanged. Any further change to the proposed uses of the tax revenues will require a future vote by Ashland voters. The ballot measure has been submitted to the Jackson County Elections Officer for inclusion on the Special Election ballot.

Council now must adopt the ordinance that corresponds with the ballot measure submitted for the May 16th Special Election. The proposed ordinance was provided to Council in the supporting documents for the February 7th approval of the ballot measure language and is attached here for approval consideration.

The adoption schedule for the AMC 4.34.020 amendment is as follows:

- Conduct a public hearing and first reading of the proposed ordinance at the April 4th Council Business Meeting; and
- Conduct a second reading of the proposed ordinance at the April 4th at the Council Business Meeting.

FISCAL IMPACTS

The draft proposed amendment to AMC Chapter 4.34.020 will not alter the tax rate or level of revenues collected from of the Food and Beverage Tax but will broaden its allocations to 98% for City uses currently under the Parks and Recreation Department, including for operations, maintenance, and capital expenses. The proposed amendment would not increase the tax amount but does change its expiration date from Dec. 31, 2030, to Dec. 31, 2040.

CITY OF ASHLAND

STAFF RECOMMENDATION

City staff recommend adoption of the proposed Food and Beverage Tax ordinance amendment to correspond with the related ballot language for the May 16, 2023, Special Election.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

I move to approve on first reading, Ordinance 3220 that corresponds with the City's Food and Beverage Tax referendum ballot measure for the May 16, 2023, Special Called Election.

REFERENCES & ATTACHMENTS

Attachments:

1. Ordinance 3220, AMC 4.34.020 Amendment
2. Notice of Measure Election – Proposed Amendment to Ashland's Food and Beverage Tax Ordinance

ORDINANCE NO. 3220

AN ORDINANCE RELATING TO THE FOOD AND BEVERAGE TAX; AMENDING AMC 4.34.020

Annotated to show deletions and additions to the Ashland Municipal Code sections being modified. Deletions are ~~**bold lined through**~~, and additions are **bold underlined.**

THE PEOPLE OF THE CITY OF ASHLAND DO ORDAIN AS FOLLOWS:

SECTION 1. Ashland Municipal Code 4.34.020 is hereby amended as follows:

4.34.020 Tax Imposed.

A. Except for exempt or tax-capped activities specified in AMC 4.34.030, the City imposes and levies, in addition to all other taxes, fees, and charges of every kind, a tax upon:

1. All food and beverages sold by restaurants located within the City to the public, except for whole cakes, pies, and loaves of bread if purchased for consumption off premises, and for alcoholic beverages;
2. All food and beverages sold by a caterer for an event located within the City, except alcoholic beverages and exempt events as defined in AMC 4.34.030.K;
3. The following items sold by combination facilities:
    a. Salads from salad bars;
    b. Dispensed soft drinks and coffee;
    c. Sandwiches or hot prepared foods ready for immediate consumption;
    d. The following items, including toppings or additions, scooped or otherwise placed into a cone, bowl or other container for immediate consumption whether or not they are consumed within the confines of the premises where scooped or placed: any frozen dessert regulated by the Oregon State Department of Agriculture under ORS 621.311 and any ice cream, ice milk, sherbet or frozen yogurt. No tax shall be imposed under this subsection, however, on any item whose volume exceeds one-half (1/2) gallon or more.
    e. Any other food mixed, cooked or processed on the premises in form or quantity for immediate consumption whether or not it is consumed within the confines of the premises where prepared; and
4. The following items sold by combination facilities that are bakeries:

a. All those items listed in subsections A.3.a-d of this section;

b. All bakery products sold for consumption on the premises; and

c. All "takeout" or "to go" orders of bakery products prepared on the premises except for whole cakes, pies, and loaves of bread and any order consisting of six or more bakery products.

5. Use of a delivery service for any activity under this section, whether an independent delivery service or operator provided delivery service, does not excuse the operator from the requirement to collect and remit the tax on the food and beverages sold.

B. Such tax shall be imposed at a rate of five percent (5%) on the total amount charged by the seller for the food and beverages, or for the meal. In the computation of this tax any fraction of one-half (1/2) cent or more shall be treated as one cent.

~~C. The taxes collected by the City under this chapter shall be used as follows:~~

~~1. Twenty-five percent (25%) shall be paid into a parks account for purposes of acquisition, planning, development, repair and rehabilitation of City parks per adopted plans of the Ashland Parks and Recreation Commission.~~

~~2. The City may retain up to two percent (2%) of the tax collected for costs of administration and collection.~~

~~3. The following amounts for fiscal years 2017 through 2022 must be used to pay for wastewater treatment plant debt and wastewater capital improvement projects, per the City of Ashland's Capital Improvement Plan:~~

~~a. In fiscal year 2017: $1,868,290.00.~~

~~b. In fiscal year 2018: $1,608,600.00.~~

~~c. In fiscal year 2019: $1,600,600.00.~~

~~d. In fiscal year 2020: $1,600,000.00.~~

~~e. In fiscal year 2021: $1,650,000.00.~~

~~f. In fiscal year 2022: $1,650,000.00.~~

~~4. Any taxes collected by the City under this chapter and not used as described in subsections C.1-3 of this section shall be paid into the Street Fund and used for street maintenance and reconstruction.~~

~~5. Beginning in fiscal year 2023, the Council may, through the statutory budget process, appropriate taxes under this chapter as follows:~~

~~a. Not less than twenty-five percent (25%) for the acquisition, planning, development, repair and rehabilitation of City parks.~~

~~b. Not less than an amount necessary to pay for debt service on any borrowing for street repair and rehabilitation per the City of Ashland Pavement Management Program.~~

~~c. Up to two percent (2%) for the collection and administration of the tax.~~

~~d. Except as provided in subsection D of this section, any remaining amounts shall be appropriated for purposes consistent with this chapter unless other purposes are approved by a Council-adopted ordinance enacted by a vote of the Ashland electorate.~~

C. The taxes collected under this chapter shall be used for city parks, open space, recreation, and senior services as follows, subject to other Ashland Municipal Codes and City financial and administrative policies:

1. **Not less than twenty-five percent (25%) for capital expenses, including acquisition, planning, development, repair and rehabilitation.**
2. **Up to seventy-three percent (73%) for operations and maintenance and the uses of subsection 3.C.1 above.**
3. **The City will retain two percent (2%) of the tax collected for costs of tax administration and collection.**
4. **Amounts shall be appropriated in the City's General Fund for purposes consistent with this chapter unless other purposes are approved by a Council-adopted ordinance enacted by a vote of the Ashland electorate.**

D. The Council may decrease the rate of the tax or eliminate the tax described in subsections A and B of this section after a public hearing. Notice of the hearing shall be given by publication in a newspaper of general circulation in the City at least ten days prior to the date of the public hearing.

SECTION 2. Codification. In preparing this ordinance for publication and distribution, the City Recorder shall not alter the sense, meaning, effect, or substance of the ordinance, but within such limitations, may:

(a) Renumber sections and parts of sections of the ordinance;

(b) Rearrange sections;

(c) Change reference numbers to agree with renumbered chapters, sections or other parts;

(d) Delete references to repealed sections;

(e) Substitute the proper subsection, section, or chapter numbers;

(f) Change capitalization and spelling for the purpose of uniformity;

(g) Add headings for purposes of grouping like sections together for ease of reference; and

(h) Correct manifest clerical, grammatical, or typographical errors.

SECTION 3. Severability. Each section of this ordinance, and any part thereof, is severable, and if any part of this ordinance is held invalid by a court of competent jurisdiction, the remainder of this ordinance shall remain in full force and effect.

SECTION 4. Referral. This ordinance is referred to the electors of the City of Ashland for approval at the next local special election on May 16, 2023.

SECTION 5. Effective Date. This ordinance takes effect and becomes operative thirty (30) days after the day on which it is approved by a majority of the voters.

PASSED by the City Council this _____ day of _____, 2023.

ATTEST:

_____
Melissa Huhtala, City Recorder

SIGNED and APPROVED this _____ day of _____, 2023.

_____
Tonya Graham, Mayor

Reviewed as to form:

_____
Douglas M McGeary, Acting City Attorney

Notice of Measure Election

SEL 802

rev 01/18 ORS 250.035, 250.041, 250.275, 250.285, 254.095, 254.465

City

Notice

Date of Notice	Name of City or Cities	Date of Election
March 16, 2023	City of Ashland	May 16, 2023

Final Ballot Title The following is the final ballot title of the measure to be submitted to the city's voters. The ballot title notice has been published and the ballot title challenge process has been completed.

Caption 10 words which reasonably identifies the subject of the measure.

Proposed Amendments to Ashland's Food and Beverage Tax Ordinance

Question 20 words which plainly phrases the chief purpose of the measure.

Shall the ordinance be amended to dedicate revenues to city parks, open space, recreation, and senior service purposes?

Summary 175 words which concisely and impartially summarizes the measure and its major effect.

A "Yes" vote for this measure authorizes the City of Ashland to use the Food and Beverage Tax for city parks, open spaces, recreation, and senior service purposes as follows, consistent with City policies and practices: twenty-five percent (25%) for capital expenses including acquisition, planning, development, repair, and rehabilitation; seventy-three percent (73%) for operations, maintenance, or capital expenses. Two percent (2%) of the tax will be used for administration of the tax.

The tax rate will remain unchanged at 5%, and any increase to the tax rate or change of its use will require voter approval. The expiration date of the tax will be December 31, 2040.

A "No" vote means the existing Food and Beverage Tax allocation will stay the same, with tax revenues going towards park capital expenses (not less than 25%), street repair debt or parks capital expenses (up to 73%), and tax administration (2%).

Explanatory Statement 500 words that impartially explains the measure and its effect.

If the county is producing a voters' pamphlet an explanatory statement must be drafted and attached to this form for:
→ any measure referred by the city governing body; **or**
→ any initiative or referendum, if required by local ordinance.

Explanatory Statement Attached? ☒ Yes ☐ No

Authorized City Official Not required to be notarized.

Name	Title
Douglas M McGeary	Acting City Attorney
Mailing Address	**Contact Phone**
20 East Main Street, Ashland, OR 97520	541-552-2107

By signing this document:
→ I hereby state that I am authorized by the city to submit this Notice of Measure Election; **and**
→ I certify that notice of receipt of ballot title has been published and the ballot title challenge process for this measure completed.

Douglas M McGeary

Signature

03-06-2023

Date Signed

EXPLANATORY STATEMENT FOR COUNTY VOTERS' PAMPHLET

NAME OF PERSON RESPOSIBLE FOR CONTENT: Douglas M McGeary, Acting City Attorney

NAME OF ORGANIZATION PERSON REPRESENTS, IF ANY: City of Ashland

BALLOT TITLE CAPTION: Proposed Amendment to Ashland's Food and Beverage Tax Ordinance

MEASURE NUMBER: _____

(Explanatory Statement Shall Be Typed)

The Food & Beverage Tax has been authorized by a public vote of the City of Ashland ' s residents since 1995 to be used for major capital improvements, including to the city ' s wastewater system, streets, and City parks. The City's current Food and Beverage Tax Ordinance requires that not less than twenty-five percent (25%) of the tax collected be appropriated for the capital expenses of acquisition, planning, development, repair, and rehabilitation of City parks. Up to two percent (2%) may be appropriated for administration of the tax. The remaining amount, seventy-three percent (73%), may be appropriated for street repair or for City parks capital expenses.

This Measure authorizes the City to appropriate twenty-five percent (25%) of the tax collected exclusively for City parks capital expenses and two percent (2%) for administration of the tax. The remaining amount, seventy-three percent (73%), will be appropriated more broadly for parks, open space, recreation, and senior services purposes, including for these purposes ' operations, maintenance, and capital expenses.

This measure also extends the expiration date of the Food and Beverage Tax to December 31, 2040. The tax rate remains unchanged at 5%. If passed, this ordinance will become effective upon approval and any future changes to authorized uses, tax rate or expiration date will require Ashland voter approval.

Result of a "No" Vote
If this measure does not pass, the existing food and beverage tax ordinance will remain in place, with tax revenues directed to City parks capital expenses (at least 25%), street repair debt (up to 73%) and for tax administration (up to 2%), and the expiration date remains December 31, 2030.

WORD COUNT TOTAL: 267

THE TOTAL WORD COUNT CANNOT EXCEED 500 WORDS.

Douglas M McGeary

SIGNATURE OF PERSON RESPONSIBLE FOR THE CONTENT OF THE EXPLANATORY STATEMENT

03/06/2023

DATE

Council Business Meeting

April 4, 2023

Agenda Item	Capital Improvement Program Adoption 2023-2029	
From	Scott Fleury PE	Public Works Director
Contact	Scott.fleury@ashland.or.us	
Item Type	Requested by Council ☐ Update ☐ Request for Direction ☒ Presentation ☐	

SUMMARY

Before the Council is a request to adopt the 2/6/ – Year Capital Improvements Program (CIP). Staff previously presented the 2/6-year program to Council at the March 20, 2023 Study Session. The CIP is based upon each enterprise fund's master plans, facility plans, and operational requirements of the departments or divisions. The focus of the program is the two year project period that will be part of the 2023-2025 Biennium Budget process with a request for appropriations as outlined for fiscal years 2024 and 2025.

POLICIES, PLANS & GOALS SUPPORTED

City Council Goals:

Essential Services

- Electric
- Sewer
- Streets
- Water
- Stormwater
- Parks Maintenance

Value Services

Emergency Preparedness
Address Climate Change
Multi-modal Transportation
All-Age Friendly Community
Water Conservation

CEAP Goals:

Address Climate Change by helping to reduce Ashland's greenhouse gas emissions and to prepare the city's communities, systems, and resources to be more resilient to climate change impacts.

Department Goals:

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

BACKGROUND AND ADDITIONAL INFORMATION

The CIP is a living and evolving document that is built upon a foundation of master planning. The CIP requires biennial updates based on updated master plans, changes in need or prioritization, changes in funding mechanisms and changes to goals or policy directions.

The City distinguishes capital projects from general maintenance items. Capital projects are typically for new construction, expansion, major renovations, replacements, or projects that substantially increase the life of an asset. Many projects are multi-year, beginning with planning, design then construction. Some have multiple funding sources including grants and debt service instruments that are paid back through user fees from each specific enterprise fund.

Master plans or similar planning documents ensure the corresponding utilities and enterprise funds can accommodate growth and keep infrastructure systems fully operational and meet regulatory requirements. Master plans enable a long-term plan to be developed and strengthen the intent to present the most responsible infrastructure improvement costs. Master plans assess the existing systems, establish level of service goals, review future demand, develop a plan for capital improvements, operations, and ultimately propose a financial plan with associated rate structure and other financial guidance to enable adherence to the plan. Typically, master plans are reviewed and updated every 7-10 years depending upon the system changes and should be evaluated at every two-year budget cycle to verify priorities and make necessary changes. Updates on this frequency ensure inclusion of Council goals, new ordinances, changes in the procedures and development of our community, as well as technology advances.

During the last CIP development for the 2021-2023 Budget, staff added columns to the CIP spreadsheet document to provide additional information regarding project need. These columns include:

1. Regulatory - infrastructure is due to be upgraded or replaced to ensure regulatory compliance
2. Capacity - infrastructure is deficient in projected capacity needs and upgrades needed to provide for capacity requirements
3. Deficiency - infrastructure is deficient in some manner and corelates with meeting capacity requirements or just a lack of infrastructure in place (example-sidewalk gaps)
4. Life Cycle - infrastructure is at the end of its useful life and due for replacement

Each project within the two (2) year CIP will have an individualized project narrative and budget breakdown developed. This will be incorporated into the full CIP Book brought forward for formal adoption at a future Council Business Meeting. The CIP book will also contain the six (6) year look ahead and the long term, twenty (20) year project list. This format is similar to what was presented and adopted by the Council previously (2022-2040 CIP Book). The final adopted CIP and book will be posted on the website and the CIP dashboard will also be updated to reference the new CIP. (CIP Storybook).

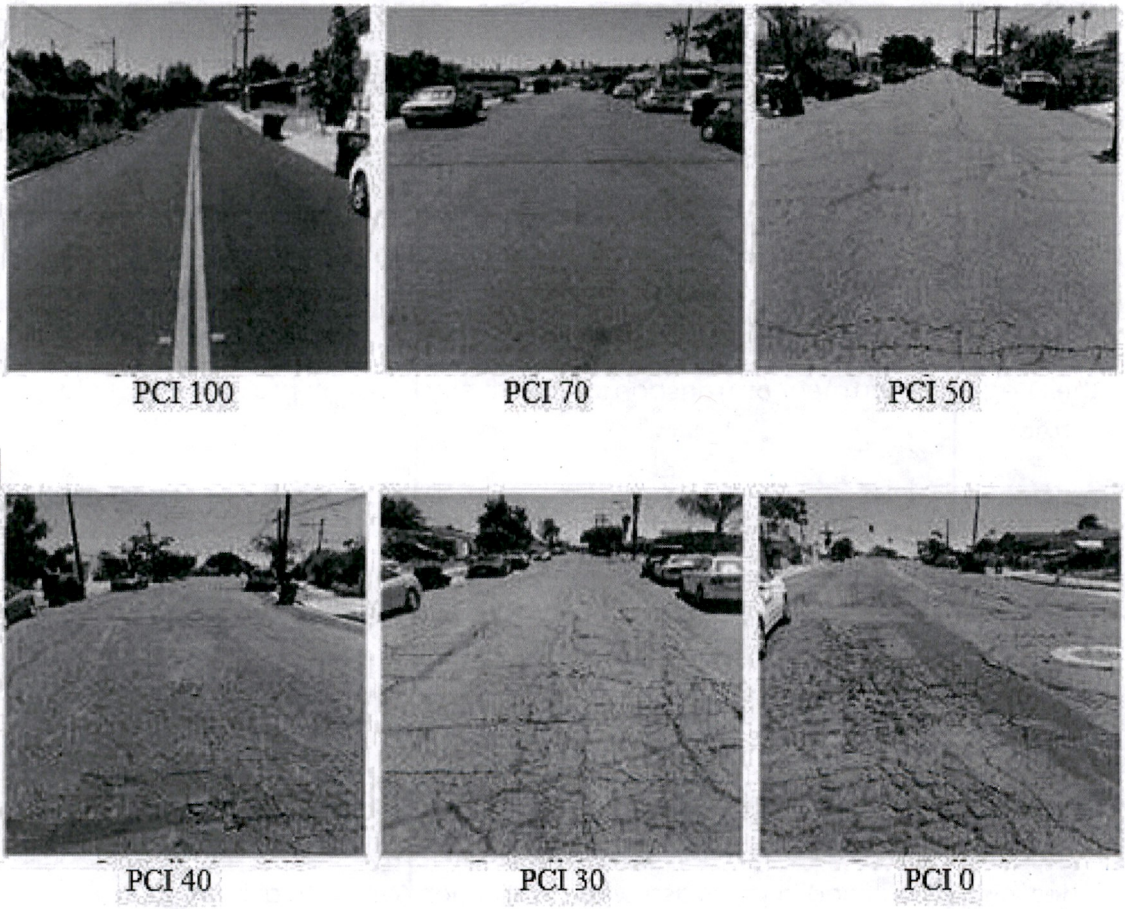
Transportation Network:

The focus of the Transportation CIP are roadway rehabilitation projects 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. In addition, there is a focus on the roadway rehabilitation projects to include buffered or protected bike lane facilities to promote an improved multimodal

transportation network meeting the current Transportation System Plan Goals. The Ashland Street rehabilitation project slated for construction in 2023 has upgraded the design to include a protected bike lane. The design engineers will also be looking at this option for the Mountain Avenue project and for the future Oak Street Rehabilitation project. 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 2024 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: Pavement Condition Index



Roadway:

1. Hardesty Site Development & Equipment Storage **(In progress)**
    a. Relocate metal building from B Street Yard to Hardesty Property
    b. Construct new metal equipment storage building on Hardesty Property
2. Chip Seal
    a. Chip seal dirt roadways within the City to reduce particulate matter

3. Clay Street
    a. Construct new roadway along middle Clay Street (sidewalk, curb/gutter, pavement, etc.)

Reconstructions*:

1. Ashland Street Reconstruction **(In progress)**
    a. Roadway reconstruction, ADA improvements, crossing improvements, traffic calming and bike facility improvements
2. North Mountain Avenue Reconstruction **(In progress)**
    a. Roadway reconstruction, ADA improvements, crossing improvements, traffic calming and bike facility improvements
3. Oak Street Reconstruction
    a. Roadway reconstruction, ADA improvements, crossing improvements, traffic calming and bike facility improvements

**Note: The roadway reconstruction projects are supported by the allocation of Franchise Fees within the budget. This allocation is meant to cover debt service requirements for each rehabilitation project scheduled.*

Sidewalk/Pedestrian:

1. Beaver Slide
    a. Remove vehicular access and create bicycle and pedestrian pathway to the Water Street connection
    b. Coordinate with the Oregon Department of Transportation with signalization project at East Main Street and Water Street

Bicycle:

1. B Street Bicycle Boulevard
    a. Create a bicycle boulevard system along B Street with signage and striping improvements with potential speed limit reductions
2. Eighth Street Bicycle Boulevard
    a. Create a bicycle boulevard system along Eighth Street with signage and striping improvements with potential speed limit reductions

Wastewater System:

The focus of wastewater CIP projects are to meet DEQ NPDES regulatory requirements while performing major life cycle replacement upgrades. Also as outlined in the Wastewater Collection System Master Plan, staff expects to continue with inflow/infiltration (I/I) source analysis in order to develop projects that reduce I/I.

Wastewater Treatment Projects:

1. Water Quality Trading **(In progress)** (*Regulatory*)
    a. Riparian Restoration to meet NDPES Thermal Load Limits
2. UV System Upgrades **(In progress)** (*Regulatory, Capacity, Life Cycle*)
    a. Life Cycle replacement of the current UV system that also increases capacity

3. Membrane Replacement (*Regulatory, Capacity, Life Cycle*)
    a. Life Cycle replacement of two membrane trains
4. Headworks Improvements (*Regulatory, Deficiency, Life Cycle*)
    a. Upgrades to the treatment plant headworks
5. Harmonics/Telemetry (*Regulatory, Deficiency*)
    a. Electrical improvements to reduce harmonics
6. Secondary Clarifier (*Regulatory, Capacity, Deficiency, Life Cycle*)
    a. Upgrades to clarifier to increase capacity and improve clarification process

Wastewater Collections Projects:

1. Hardesty Site Development & Equipment Storage **(In progress)**
    a. Relocate metal building from B Street Yard to Hardesty Property
    b. Construct new metal equipment storage building on Hardesty Property
2. In house pipeline replacements (*Regulatory, Capacity, Deficiency, Life Cycle*)
    a. Life cycle and capacity pipe replacements done by City forces
3. Trenchless Linings (*Regulatory, Deficiency, Life Cycle*)
    a. Cured in place lining for collection system lines not easily accessible for standard replacements
4. Inflow and Infiltration Reduction Program (*Regulatory, Capacity, Deficiency*)
    a. Investigate and develop small maintenance projects to reduce I/I
5. Bear Creek Interceptor (*Regulatory, Capacity, Deficiency*)
    a. Upsize existing interceptor line to accommodate growth

Water System:

The focus of the water CIP projects are to support major maintenance and life cycle replacement of distribution system lines, TAP system improvements, safety improvements to Hosler Dam and development of the new 7.0 MGD Water Treatment Plant. The projects are meant to reduce risk and increase resiliency for the City's water system.

Water Supply:

1. Dam Safety Improvements **(In progress)** (*Regulatory, Deficiency*)
    a. Raising the left and right hand side parapet wall to convey the potential maximum flood along with other maintenance improvements to Hosler Dam
2. East and West Fork Transmission Line Rehabilitation **(In progress)** (*Deficiency, Life Cycle*)
    a. Replacement of approximately 1800' of steel transmission line connecting the east and west forks of Ashland Creek to the raw water line
3. 7.0 MGD Water Treatment Plant **(In progress)** (*Capacity, Deficiency, Life Cycle*)
    a. Construction and construction administration of a new 7.0 MGD water treatment plant facility

Water – Pump Station

1. TAP Booster Pump Station Generator **(In progress)** (*Capacity, Deficiency*)
    a. Install a backup power generator

Water – Pipeline Improvements

1. Annual Pipeline Replacement (*Regulatory, Capacity, Deficiency, Life Cycle*)
    a. Replacement of aging or maintenance heavy distribution mainlines by City forces
2. Distribution Pipe Projects (*Regulatory, Capacity, Deficiency, Life Cycle*)
    a. Replacement of aging or maintenance have distribution mainlines by contracted forces

Water – Operations and Maintenance

1. Telemetry Upgrades (*Deficiency, Life Cycle*)
    a. Improvements to communications between the water treatment plant and distribution system reservoirs and pump stations

TAP – Supply Improvements

1. Non-peak/emergency Supply Connection from Ashland to Talent & Phoenix
    a. Provide a pressure regulated bypass connection around the City's TAP booster pump station to provide water during non-peak and emergency periods to Talent and Phoenix.

TAP – Booster Pump Station Improvements (BPS)

1. Regional BPS Short Term Expansion **(In progress)** (*Capacity, Deficiency*)
    a. Increase pumping capacity of the regional booster station for the TAP group
2. Regional BPS Programming Updates **(In progress)** (*Deficiency*)
    a. Improve telemetry between the regional BPS and the TAP group
3. Talent BPS Generator **(In progress)** (*Capacity*)
    a. Install a backup power generator for the Talent BPS
4. Talent BPS Expansion **(In progress)** (*Capacity, Deficiency*)
    a. Increase pumping capacity of the Talent BPS to meet future demand needs including the City of Ashland's demands
5. Talent BPS Seismic Upgrades **(In progress)**
    a. Structural upgrades to BPS to meet seismic loading conditions

TAP – Pipeline Improvements

1. 24" Pipeline Seismic Upgrades (*Deficiency*)
    a. Seismic upgrades to a 24" transmission line supply TAP group

Storm Drainage System:

The focus of storm CIP projects are to reduce flooding and improve capacity within the system. The storm drain system is regulated by DEQ under the City's issued MS4 permit.

1. Hardesty Site Development & Equipment Storage **(In progress)**
    a. Relocate metal building from B Street Yard to Hardesty Property
    b. Construct new metal equipment storage building on Hardesty Property
2. Stormwater Trenchless Pipe Lining
    a. Cured in place lining for collection system lines not easily accessible for standard replacements
3. North Mountain Avenue Drainage Improvements **(In progress)**

   a. Improvements to the conveyance and detention of storm water on N. Mountain Avenue in conjunction wit the roadway rehabilitation project
4. Siskiyou Boulevard
   a. Improvements to reduce flooding at the intersection of Siskiyou Boulevard and University Way
5. East Main Street
   a. Improvements to reduce flooding at the intersection of East Main Street and Emerick Street

Airport:

The focus of airport CIP projects are grant funded pavement rehabilitation improvements and an apron expansion to support future hangar development.

1. Taxiway Rehabilitation **(In progress)** (*Deficiency, Life Cycle*)
   a. Construction phase for rehabilitation of the Airport Taxiway
2. North Apron Expansion (*Deficiency*)
   a. Design and Environmental review to expand existing apron for future hangar construction

Facilities:

The focus of the facilities CIP projects are for performing major building rehabilitations and maintenance along with starting the Facility Optimization and Master Plan process.

1. City Facility Upgrades and Maintenance (*Regulatory, Deficiency, Life Cycle*)
   a. Maintenance projects associated with City facilities including HVAC replacements, roof replacements, major maintenance improvements
2. City Facilities Optimization Plan & Program (*Regulatory, Deficiency, Life Cycle*)
   a. Develop an updated City Facilities Plan and associated prioritized improvement structure. Incorporate formal assessments into City's asset management database
3. Briscoe School Improvements (*Deficiency, Life Cycle*)
   a. Roofing, flooring, asbestos removal and HVAC improvements to Briscoe School in support of Oregon Childhood Development Coalition program
4. Community Center and Pioneer Hall Rehabilitation (*Regulatory, Deficiency, Life Cycle*)
   a. Structural and ADA Improvements to each facility

STUDIES:

In addition to major capital investment as mentioned above, studies assist in developing programmatic needs moving forward and there are several studies in the six-year outlook that have been identified. Studies include:

1. **Water Conservation and Management Plan (In-progress)**: The Oregon Health Authority requirement for updating the existing Water Conservation and Management Plan. The update to this plan will also include a refreshed look at climate modeling and its effect on the City's water supply options.
2. **Transportation System Plan Update:** The TSP update was planned for the current biennium but due to changes in the Transportation Planning Rule and available funding through the Oregon Department of Transportation, the study was postponed to the2023-2025 Biennium.
3. **Citywide Facility and Optimization Plan:** The Facility Plan will update space needs and programming for staff facilities with a focus on optimizing the organizational structure to satisfy customer service and

public meeting requirements will also providing flexibility for staffing operational changes based on the potential for increased telecommuting by staff. The plan will recommend projects to be implemented in the City Facility Optimization Program.

4. **FERC Part 12 Comprehensive Assessment (CA) (In-progress):** The CA is a Code of Federal regulations requirements for owners and operators of hydroelectric projects licensed under the Federal Energy Regulatory Commission.
5. **Wastewater Treatment Plant Flow Augmentation – NPDES Permit (In-progress):** The feasibility study will analyze the effect and impacts of potential cold water release from Reeder Reservoir in fall in order to meet thermal load limits within the Department of Environmental Quality – National Pollution Discharge Elimination System Permit.
6. **Electric System Master Plan:** The Electric Department will be developing a formal master plan for the system starting in year two of the biennium.

FISCAL IMPACTS

Each Department and associated fund 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 can be traditional bank borrowing, or bonds issued by the City.

Cost estimates developed in the CIP document generally start with a planning level opinion of cost 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 1: Cost Estimating Class Levels

	Primary Characteristic	*Secondary Characteristic*		
ESTIMATE CLASS	**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%

Generally, each individual project listed in the CIP document will require numerous independent Council actions including, approval of grants and debt service instruments, approval of feasibility studies, preliminary engineering, final engineering and finally construction contracts. At each level of approval by Council generally cost estimates are refined as part of the project development process and additional information/justification is provided.

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 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 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. Once the CIP document is approved, staff will coordinate with a consultant financial advisor to update previous rate studies for the water and wastewater systems and bring that information back to Council for consideration.

As part of the rate analysis, specifically for water rates, staff will be looking at changing the commodity charge structure. This will included "loading" rate increases into the higher commodity charge tiers and less of the rate into the base/meter portion of the structure. Staff has also been working on review of the existing senior utility discount program offered by the City and will have recommendations for improvement at a future meeting when the rates are discussed.

In addition at the October 4, 2022 business Meeting the Council discussed a methodology to develop a platform for quantifying "affordability" when making rate based policy decisions. The discussion involved development of a baseline percentage of commonly accepted budgeting of 6-10% for monthly utility bills (water, storm, wastewater, streets, AFN and gas). A basic level analysis of this affordability analysis has been done associated with previous rate studies (water and wastewater) and staff will work to develop a comprehensive look at total utility costs for the rate presentation and discussion.

Table 2: Water Rate Affordability from 2019 Rate Analysis

Impact of Rates on Household Affordability

Item	Monthly
Ashland Median Household Income [1]	$4,210
CURRENT Water Bill 3/4" using 1,000 cu. ft.	$59.36
Water Bill as % of Ashland MHI	**1.41%**
2019-20 Water Bill 3/4" using 1,000 cu. Ft.	$61.73
Water Bill as % of Ashland MHI	**1.47%**
Water Rates @ 2.0% of MHI [2]	$84.20

Source: US Census.

[1] 2017 5-year American Community Survey estimate.
[2] Per EPA guidelines a typical water bill greater than 2% is high and a typical water bill greater than 2.5% is burdensome.

DISCUSSION QUESTIONS

Does the Council have any questions regarding the CIP project list and associated priorities for the two year period?

SUGGESTED NEXT STEPS

Next steps include finalizing the 2023-2025 City Managers Budget including the 2 year appropriation request for identified capital projects and moving forward through the budget process. Staff will also begin the process of updating rate models, specifically for the water and wastewater enterprises and develop information for discussion regarding the City's utility assistance program.

MOTIONS

- I move to approve the 2023-2042 Capital Improvements Program as presented.
- I move to approve the 2023-2042 Capital Improvements Program with the following amendments; _____.

REFERENCES & ATTACHMENTS

Attachment #1: Capital Improvement Plan Book
Attachment #2: Climate Energy Policy Advisory Committee Transportation Improvements Memo

Links:

Transportation System Plan (TSP) – 2013 (link)
Transit Feasibility Completed March 2019
Comprehensive Water Master Plan – 2020 (link)
Water Management and Conservation Plan – 2013 (link) updated by staff March 2019
TAP Master Plan 2020 – (link)
Comprehensive Sanitary Sewer Master Plan – 2012 (link)
Wastewater Treatment Plant Facilities Assessment– 2018 (link)
Wastewater Collection System Master Plan – 2022 (Link)
Storm Water and Drainage Master Plan – 2020 (Link)
Airport Master Plan & Layout Plan (ALP) – 2020 (link)
Facilities – 2008 Master Plan (link)
Electric Department 10 Year Planning Study (link)

City of Ashland Capital Improvements Program FY 24-25 detail 2024-2029 overview

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TRANSPORTATION PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description		Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY25					
Roadway						FY24	FY25	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)
Hardesty Site Development & Equipment Storage						$ 780,440	$ -	$ 780,440	$ -		$ 780,440
City Wide Chip Seal Project				X		$ -	$ 255,000	$ 255,000	$ -	$ 255,000	$ -
Clay Street - Faith Avenue to Siskiyou Boulevard (STBG/CMAQ)		X	X	X		$ 579,754	$ 1,000,000	$ 1,579,754	$ -	$ 6,981,195	$ 209,022
					Subtotal Roadway	$ 1,360,194	$ 1,255,000	$ 2,615,194	$ -	$ 7,236,195	$ 989,462
Street Overlays/Reconstructions	**PCI**					FY24	FY25	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)
Ashland St - Siskiyou Blvd to Faith St	55.42	X		X	X	$ 2,500,000	$ -	$ 2,500,000	$ -	$ -	$ 2,500,000
N Mountain Ave - I-5 Overpass to E Main St	59.36	X		X	X	$ 5,000,000	$ 5,500,000	$ 10,500,000	$ -	$ -	$ 10,500,000
Oak St - City Limits to E Main St	23.83	X		X	X	$ -	$ 1,000,000	$ 1,000,000	$ -	$ -	$ 1,000,000
					Subtotal Street Improvements/Overlays	$ 7,500,000	$ 6,500,000	$ 14,000,000	$ -	$ -	$ 14,000,000
Sidewalk/Pedestrian						FY24	FY25	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)
Beaver Slide - Water Street to Lithia Way		X	X	X		$ -	$ 285,000	$ 285,000	$ 276,792	$ -	$ 8,208
					Subtotal Sidewalk/Pedestrian	$ -	$ 285,000	$ 285,000	$ 276,792	$ -	$ 8,208
Bicycle						FY24	FY25	Project Totals	Street SDC	Other (grants)	Fees & Rates (debt)
B Street Bicycle Boulevard - From Oak Street to N Mountain Avenue			X	X		$ 50,000	$ 75,000	$ 125,000	$ 42,375	$ 12,500	$ 70,125
8th Street Bicycle Boulevard - A Street to E Main Street			X	X		$ -	$ 35,000	$ 35,000	$ 11,865	$ 3,500	$ 19,635
					Subtotal Bicycle	$ 50,000	$ 110,000	$ 160,000	$ 54,240	$ 16,000	$ 89,760
TRANSPORTATION						$ 8,910,194	$ 8,150,000	$ 17,060,194	$ 331,032	$ 7,252,195	$ 15,087,430

Street Fund – Roadway

Project Name: **City Wide Chip Seal Project (CMAQ)** Proj #: 2013-37

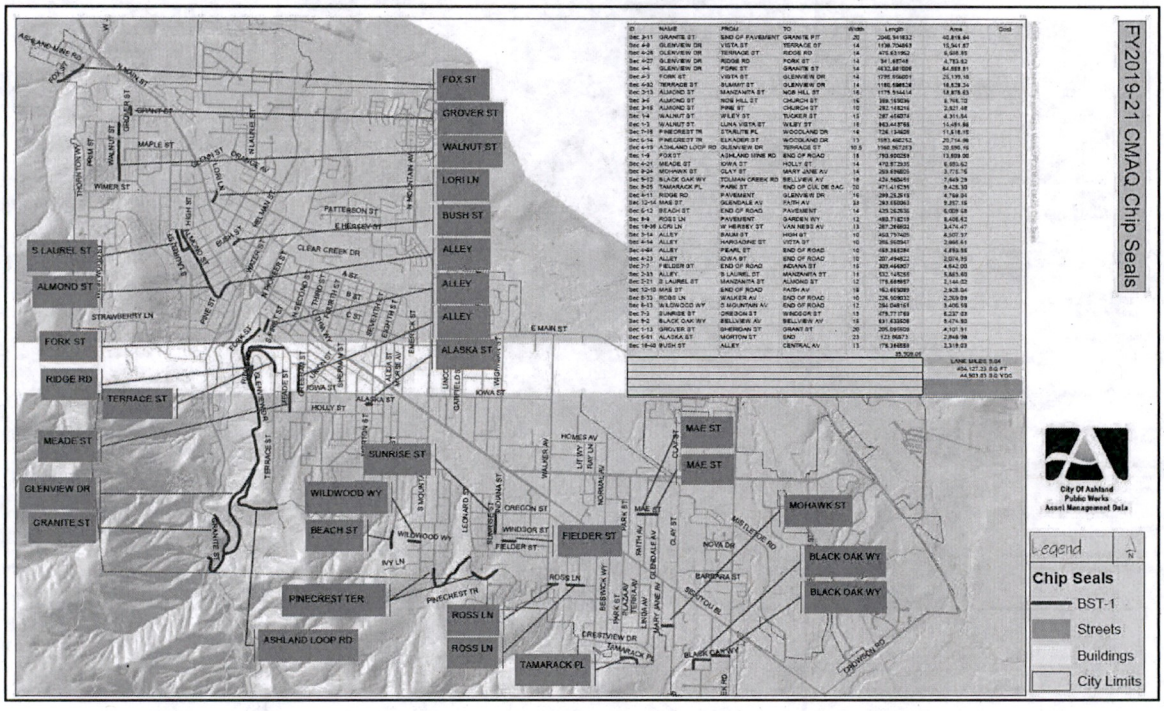
Total Project Cost: **$255,000** Duration: 1+ year

	FY24	FY25
Expenses:		
Design		
Construction		$255,000
Revenues:		
Fees		
SDCs		
Grant		
Other		$255,000

Grant: American Rescue Plan Act – Covid Relief Funding through the Rogue Valley Metropolitan Planning Organization

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's street improvement fund. Life of the project is 20+ years.

Description: The project consists of grading, prepping and installing a double chip seal on existing dirt roads within the Ashland City limits. The chip seal project proposed is a double shot chip seal with a fog seal. The base course will be 1/2" and the top course will be 3/8". The project will also involve geotechnical analysis of the road sections to determine if drainage is appropriate. In addition, roads that serve truck traffic will include an additional 6" of base material added for structural support.



Street Fund - Roadway

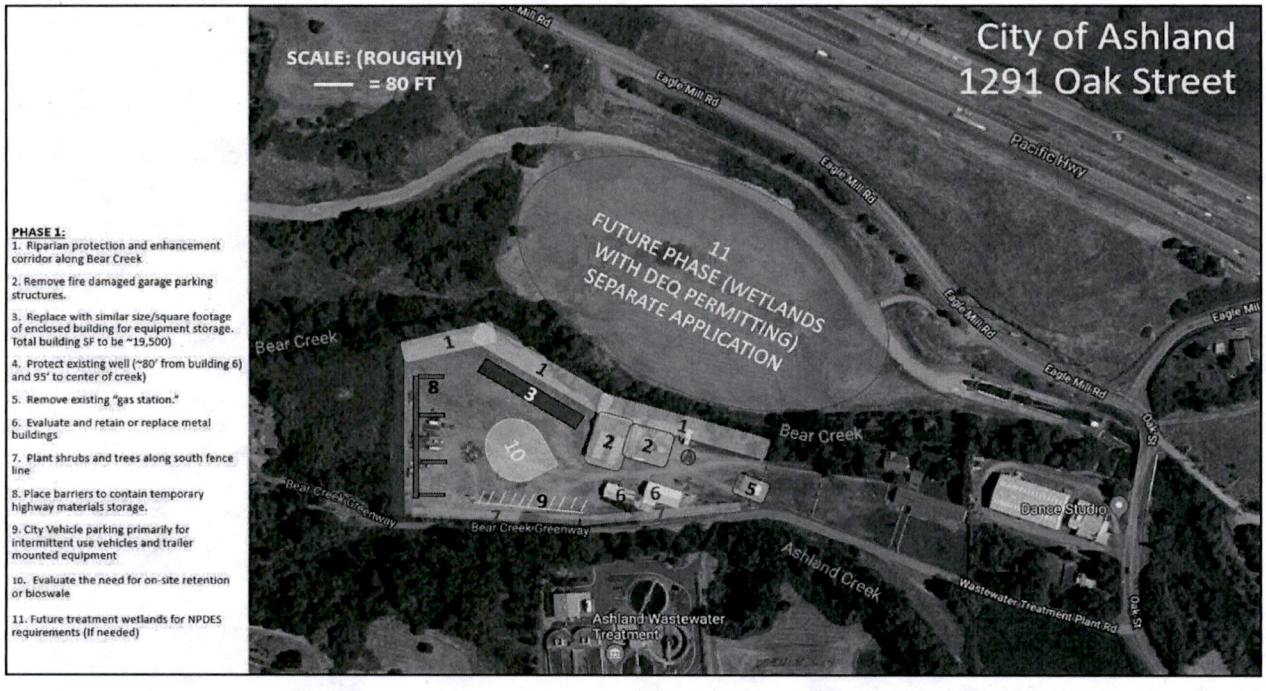
Project Name: **Hardesty Property Site Development and Equipment Storage** Proj #: 704200

Total Project Cost: **$780,440** Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction	$780,440	
Revenues:		
Fees	$780,440	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long term building maintenance and energy consumption requirements along site management for storm water disposal of sweeper materials.

Description: The City recently purchased the Hardesty property to utilize as a resource for equipment storage and staging in order to divest itself of the current "B" Street yard location. The project includes site development work, demolition of existing structures and construction of a new metal equipment storage building. Costs will be shared between the wastewater, streets and storm drain funds as the building and site will be utilized primarily by these enterprise funds.



Street Fund

Project Name: **Clay Street - Faith Avenue to Siskiyou Boulevard** Project#: 2020-09

Total Project Cost: Two Year Cost $1,579,74 (Total Project $7,190,217) Duration: Multiple Years

	FY24	FY25
Expenses:		
Design	$579,754	$1,000,000
Construction		
Revenues:		
Fees	$59,540	$102,700
SDCs		
Grant	$520,213	$897,300
Other		

Explain "other": Funded by a Rogue Valley Metropolitan Organization Grant with Jackson County providing a percentage of the total match as part of the jurisdictional transfer agreement.

Anticipated Long Term Expenses: Project is grant funded with Jackson County providing a portion of the required match and the City providing the remaining. Additional grant funding may need to be requested once the initial project development, right of way acquisition and design phases have been completed. After completion the improvement will become part of the street fund and costs will include overlay's as required for a pavement preservation program.

Description: Existing Clay St. from Faith Ave. to Siskiyou Blvd. is nominally 19-feet wide road with no bike or ped facilities. The street serves low, medium and high-density housing, a city park and a private elementary school, and connects the neighborhood to Ashland St. and Siskiyou Blvd. The purpose of the project is to add bike and pedestrian facilities with curb, gutter, sidewalk, and underground drainage to facilitate the addition of the bike and pedestrian facilities. Per the Ashland TSP, the bike facility will be a bike boulevard, a shared lane with a speed reduction to 20 MPH. The existing street will also be improved to match the new facilities.



Street Fund - Overlay

Project Name: **Ashland Street Overlay – Siskiyou to Faith** Proj #: 2019-24
Total Project Cost: **$2,500,000** Duration: 2 years

	FY24	FY25
Expenses:		
Design	$750,000	
Construction	$1,750,000	
Revenues:		
Fees	$2,500,000	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's Street improvement fund. The life of the project is 30+ years. Street rehabilitation projects are supported by food and beverage tax revenue.

Description: This project will consist of an asphalt overlay and partial rebuild of Ashland Street between Siskiyou Boulevard and Faith Avenue as per the City of Ashland's Pavement Management System. Project will include some full depth reconstruction, replacement of non-ADA compliant sidewalk and handicap access ramps and utility replacements as necessary.



Street Fund - Overlay

Project Name: **N. Mountain Avenue Overlay – I-5 to E. Main Street** Proj #: 2010-10, 2013-02

Total Project Cost: **$10,500,000** Duration: 2+ years

	FY24	FY25
Expenses:		
Design		
Construction	$5,000,000	$5,500,000
Revenues:		
Fees	$5,000,000	$5,500,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's street improvement fund. Life of the project is 30+ years. Street rehabilitation projects are supported by food and beverage tax revenue.

Description: This project will consist of an asphalt overlay and partial rebuild of N. Mountain Avenue between Interstate 5 and E. Main Street as per the City of Ashland's Pavement Management System. Project will include some full depth reclamation of the existing asphalt surface combined with a concrete treated base, some full depth reconstruction, replacement of non-ADA compliant sidewalk and handicap access ramps and utility replacements as necessary.



Street Fund - Overlay

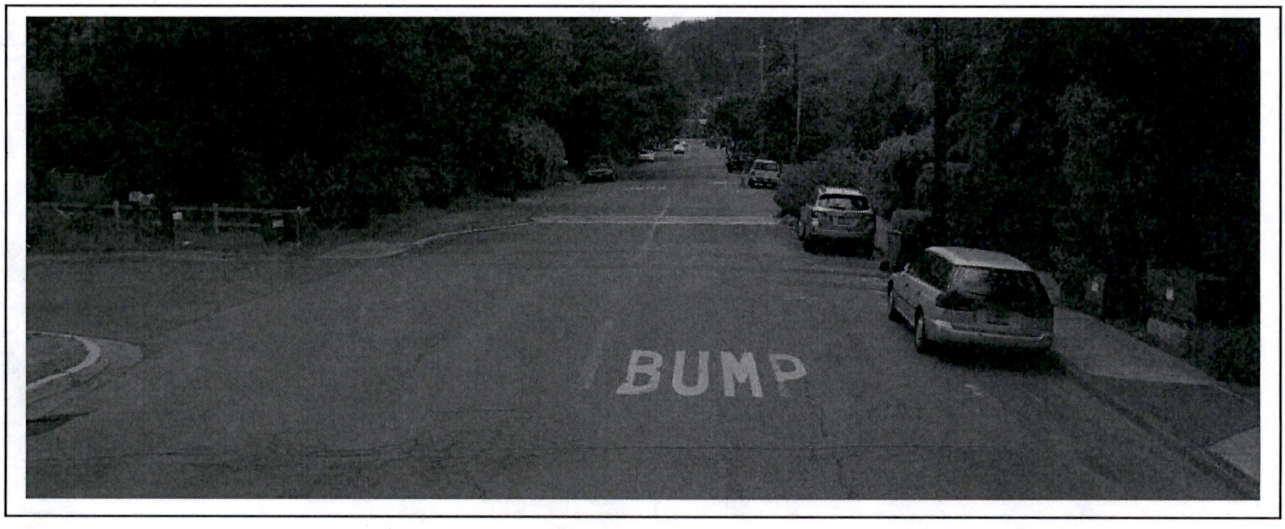
Project Name: **Oak Street Overlay – City Limits to E. Main Street** Proj #: tbd

Total Project Cost: **$1,000,000 (Design Phase)** Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction		$1,000,000
Revenues:		
Fees		$1,000,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's Street improvement fund. Life of the project is 30+ years. Street rehabilitation projects are supported by food and beverage tax revenue.

Description: This project will consist of an asphalt overlay and partial rebuild of Oak Street between the City Limits and E. Main Street as per the City of Ashland's Pavement Management System. Project will include some full depth reconstruction, replacement of non-ADA compliant sidewalk and handicap access ramps and utility replacements as necessary.



Street Fund - Pedestrian

Project Name: **Install Sidewalk Beaver Slide - Water Street to Lithia Way** Proj #: (TSP P17)

Total Project Cost: **$285,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design		$57,000
Construction		$228,000
Revenues:		
Fees		$8,208
SDCs		$276,792
Grant		
Other		

Anticipated Long Term Expenses: No significant long-term expenses. This will be a part of the City's Street improvement fund. The life of the project is 30+ years.

Description: The project consists of the installation of a sidewalk along the Beaver slide from Lithia Way to Water Street and will include ADA compliant access ramps. The project will give pedestrians an accessible route and additional path from Lithia Way to the downtown area.



Street Fund - Bicycle

Project Name: **B Street Bicycle Boulevard (Oak Street to North Mountain Avenue)** Proj #: (TSP B13)

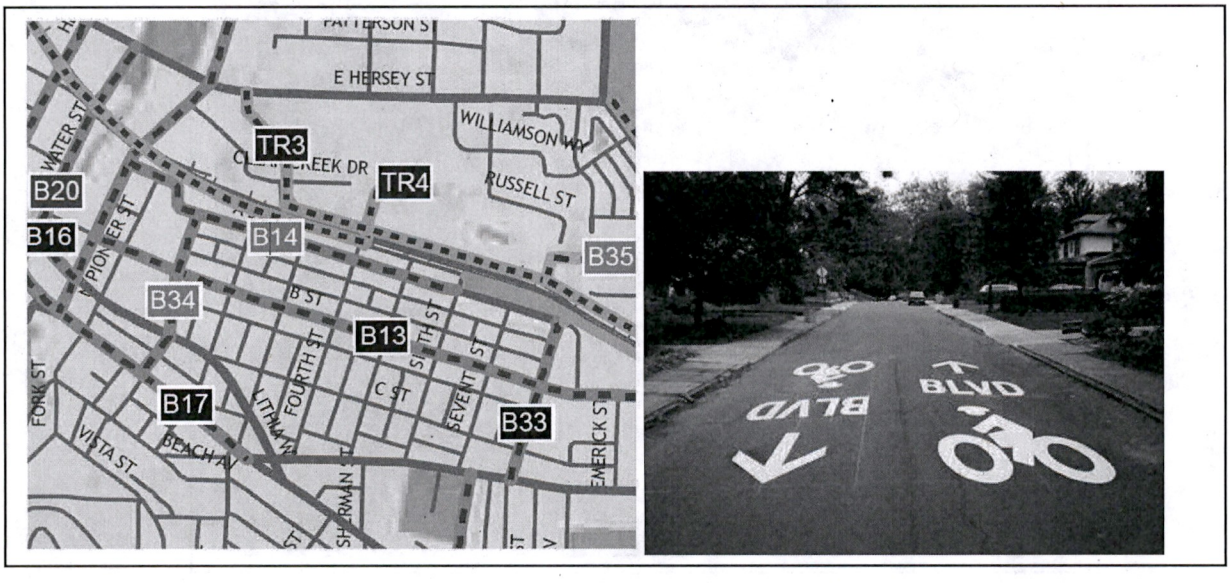
Total Project Cost: **$125,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design	$25,000	
Construction	$25,000	$75,000
Revenues:		
Fees	$28,050	$42,075
SDCs	$16,950	$25,425
Grant		
Other	$5,000	$7,500

Explain "Other": City will search for grant funded, but funding may not be available.

Anticipated Long Term Expenses: Long term expenses will include striping/line painting and sweeping.

Description: This high priority project fills the gaps in the bicycle network and provides a "bicycle boulevard" adjacent on B Street from Oak Street to North Mountain Avenue. Bicycle boulevards modify local streets to allow the through movement of bicycles yet maintaining local access for automobiles. Bicycle boulevards typically include bicycle route signage, speed limit reductions and pavement markings and often feature traffic calming to slow vehicle speeds and provide a more comfortable environment for cyclists.



Street Fund - Bicycle

Project Name: **8th Street Bicycle Boulevard; 'A' to E. Main** Proj #: (TSP B33)

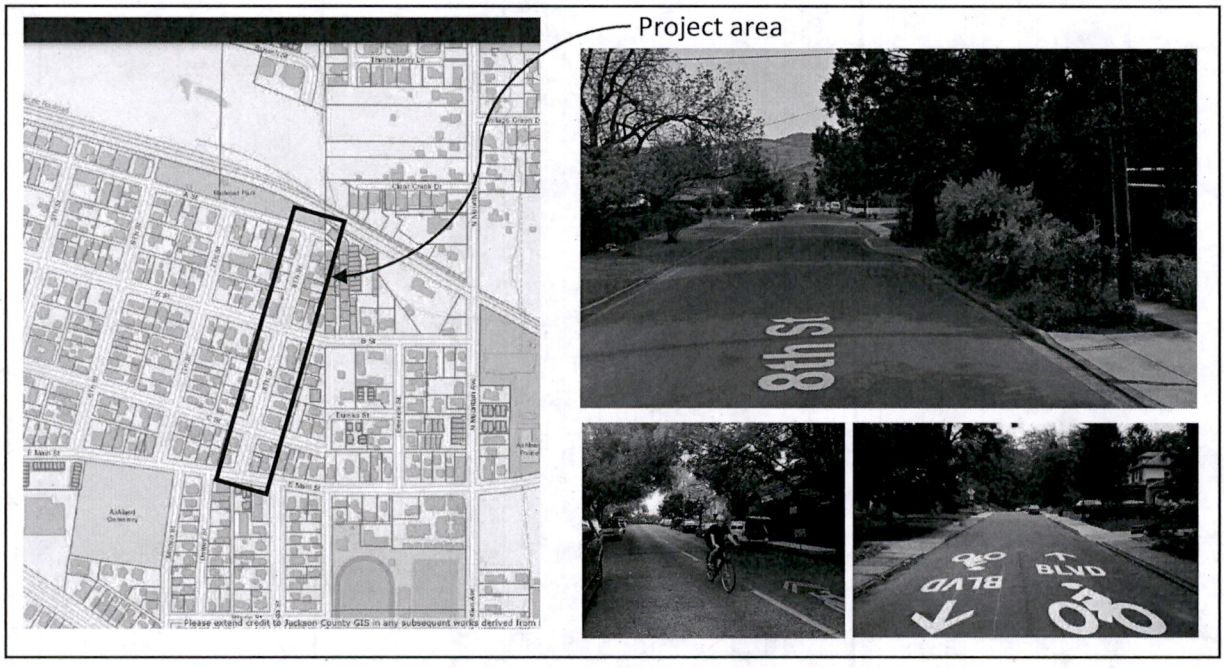
Total Project Cost: **$35,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design		$5,250
Construction		$29,750
Revenues:		
Fees		$11,865
SDCs		$19,635
Grant		
Other		$3,500

Explain "Other": This project is intended to be grant funded but may be unavailable. If unavailable, design cost will be borne in the engineering budget.

Anticipated Long Term Expenses: Long term expenses will include striping/line painting and sweeping.

Description: This project fills the gaps in the bicycle network and provides a "bicycle boulevard" along a well-traveled neighborhood street linking the railroad district, railroad park and Main Street. Bicycle boulevards modify local streets to allow the through movement of bicycles yet maintaining local access for automobiles. Bicycle boulevards typically include bicycle route signage and pavement markings and often feature traffic calming to slow vehicle speeds and provide a more comfortable environment for cyclists.



WATER PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY25					
Water - Supply Improvements					FY24	FY25	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Dam Safety Improvements	X		X		$ 3,312,804	$ 3,312,804	$ 6,625,608	$ 1,656,402	$ -	$ 4,969,206
East & West Fork Transmission Line Rehabilitation			X	X	$ 2,300,000	$ -	$ 2,300,000	$ 1,725,000	$ -	$ 575,000
7.0 MGD Water Treatment Plant			X	X	$ 4,306,922	$ 41,148,100	$ 45,455,022	$ 4,545,502	$ -	$ 40,909,520
7.0 MGD Water Treatment Plant Construction Adminstration		X	X	X	$ 512,357	$ 4,895,027	$ 5,407,384	$ 540,738	$ -	$ 4,866,646
Subtotal Water - Supply Improvements					$ 10,432,083	$ 49,355,931	$ 59,788,014	$ 8,467,643	$ -	$ 51,320,371
Water - Pump Station Improvements					FY24	FY25	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
TAP BPS Backup Power		X	X		$ 417,000	$ -	$ 417,000	$ -	$ 417,000	$ -
Subtotal Water - Pump Station Improvements					$ 417,000	$ -	$ 417,000	$ -	$ 417,000	$ -
Water - Pipe Improvements					FY24	FY25	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Annual Pipe Replacement	X	X	X	X	$ 300,000	$ 300,000	$ 600,000	$ 60,000	$ -	$ 540,000
Distribution Pipe Projects	X	X	X	X	$ 660,000	$ 582,000	$ 1,242,000	$ 124,200	$ -	$ 1,117,800
Subtotal Water - Pipe Improvements					$ 960,000	$ 882,000	$ 1,842,000	$ 184,200	$ -	$ 1,657,800
Water - Operations & Maintenance					FY24	FY25	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Telemetry Upgrades				X	$ 80,000	$ -	$ 80,000	$ 8,000	$ -	$ 72,000
Subtotal Water - Operations & Maintenance					$ 80,000	$ -	$ 80,000	$ 8,000	$ -	$ 72,000
WATER					$ 11,889,083	$ 50,237,931	$ 62,127,014	$ 8,659,843	$ 417,000	$ 53,050,171
TAP - Supply Improvements					FY24	FY25	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Non-Peak/Emergency Supply Connection from Ashland to Talent/Phoenix					$ 236,000	$ -	$ 236,000	$ -	$ 236,000	$ -
Subtotal TAP - Supply Improvements					$ 236,000	$ -	$ 236,000	$ -	$ 236,000	$ -
TAP - Booster Pump Station Improvements					FY24	FY25	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
Regional BPS Short-Term Expansion		X	X		$ 211,000	$ -	$ 211,000	$ -	$ 211,000	$ -
Regional BPS Programming Updates			X		$ -	$ 101,000	$ 101,000	$ -	$ 101,000	$ -
Talent BPS Generator Upgrade (Option 1)					$ -	$ 445,000	$ 445,000	$ -	$ 445,000	$ -
Talent BPS Expansion for Talent and Ashland (Option 1)					$ -	$ 138,000	$ 138,000	$ -	$ 138,000	$ -
Talent BPS Seismic Upgrades					$ -	$ 100,000	$ 100,000	$ -	$ 100,000	$ -
Subtotal TAP - Booster Pump Station Improvements					$ 211,000	$ 784,000	$ 995,000	$ -	$ 995,000	$ -
TAP - Pipe Improvements					FY24	FY25	Project Totals	Water SDC	Other (grants)	Fees & Rates (debt)
24-inch Pipe Seismic Upgrades (Highway 99 Phoenix)			X		$ -	$ 1,623,000	$ 1,623,000	$ -	$ 1,623,000	$ -
Subtotal TAP - Pipe Improvements					$ -	$ 1,623,000	$ 1,623,000	$ -	$ 1,623,000	$ -
WATER/TAP					$ 447,000	$ 2,407,000	$ 2,854,000	$ -	$ 2,854,000	$ -

Water Supply Fund - Supply

Project Name: **Dam Safety Improvements** Proj #: TBD

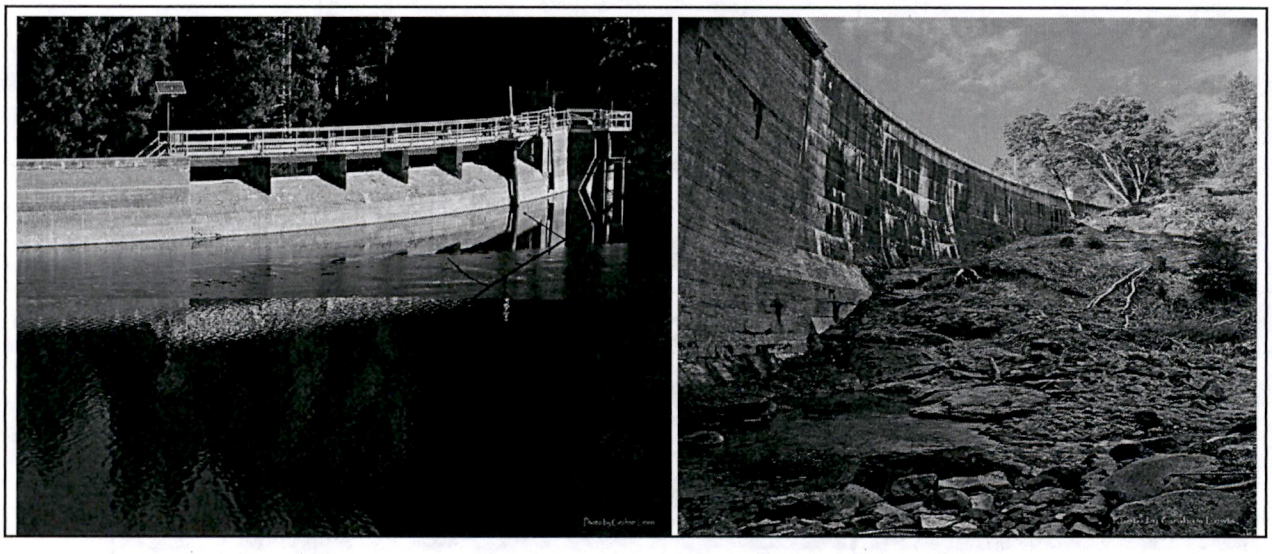
Total Project Cost: **$6,625,608** Duration: 2+ years

	FY24	FY25
Expenses:		
Design	$662,560	$662,560
Construction	$2,620,244	$2,620,244
Revenues:		
Fees	$2,484,603	$2,484,603
SDCs	$828,201	$828,201
Grant		
Other		

The proportional SDC allocation will be reviewed during completion of the Water Master Plan.

Anticipated Long Term Expenses: Staff time for management of improvement and maintenance projects. Life cycle replacement of infrastructure associated with the Dam, including valves, waterlines, stairs, walkways, security cameras and telecommunications items.

Description: The City recently completed its Federal Energy Regulatory Commission (FERC) Part 12 inspection of Hosler Dam and associated appurtenances. The Part 12 inspection and associated Potential Failure Modes Analysis Update (PFMA) details areas of concern with respect to the dam and what is defined as an uncontrolled release of water. The major point of emphasis with respect to the PFMA update from FERCs perspective is the potential erosivity of the left abutment under defined flood loading conditions. FERC will require the City to develop a plan and schedule to address the erosivity issue during the biennium. Other dam improvements will include evaluation of the spillway and spillway structures and dam piping penetrations.



Water Supply Fund - Supply

Project Name: **East and West Forks Transmission Line Rehabilitation** Proj #: 2018-10

Total Project Cost: **$2,300,000** Duration: 2 years

	FY24	FY25
Expenses:		
Design	$210,515	
Construction	$2,089,485	
Revenues:		
Fees	$575,000	
SDCs	$1,725,000	
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses for the East and West Forks Transmission Line Rehabilitation project include life cycle replacement costs and staff required to manage system when needed for raw water transmission to the treatment plant.

Description: The connection to the East and West Fork diversions on Ashland Creek currently exit as 24-inch ductile iron pipes with sections of 24-inch steel pipe. These transmission lines are important infrastructure components related to the City's water supply and the project will replace approximately 1800 feet of steel pipe with ductile iron. This includes two crossings of Reeder Reservoir They enable water to be diverted above Reeder Reservoir to the water treatment plant, allowing the City to dewater the main reservoir for sediment removal, dam repairs, intake structure repairs and potentially manage an algal bloom. Public Works is forecasting significant maintenance related repairs and improvements to Hosler Dam over the next two budget cycles, thus requiring the transmission lines provide a reliable bypass option for raw water moving forward. This project includes evaluation of the steel pipeline condition with recommendations to replace or slip-line the transmission lines. The project also includes engineering and construction of a bridge crossing over the East & West Forks which is 75%* SDC eligible.



Water Treatment Fund - Supply

Project Name: **7.0 MGD Water Treatment Plant** Proj #: 2018-20

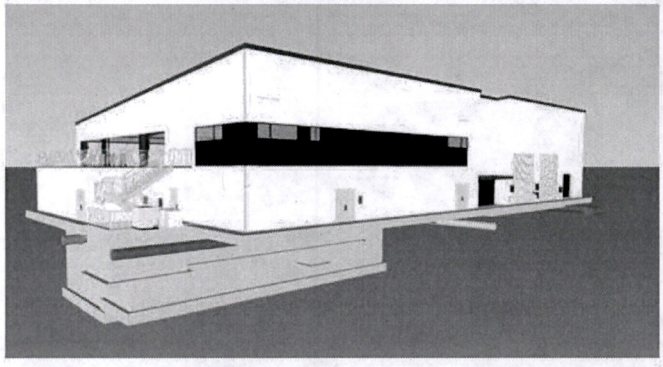
Total Project Cost: **$52,190,807 (Construction)** Duration: 4+ years
$7,047,001 (Construction Administration)

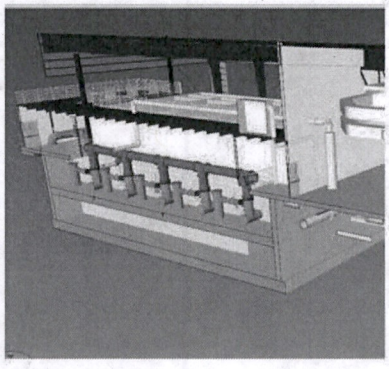
	FY24	FY25
Expenses:		
Design	$512,357	$4,895,027
Construction	$4,306,922	$41,148,100
Revenues:		
Fees	$4,337,351	$41,438,814
SDCs	$481,928	$4,604,313
Grant		
Other		

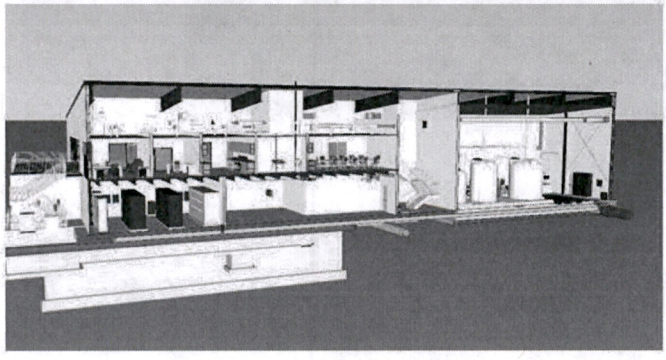
Explain "Other":

Anticipated Long Term Expenses: Long term expenses for the new water treatment plant will focus on life cycle equipment replacement, treatment chemicals, energy requirements, general operational requirements, and staffing. These are similar long-term expenses associated with the current treatment plant.

Description: The 7.0 MGD Water Treatment Plant project includes completing the final engineering phase, and the construction and start-up phases. The construction phase includes physical construction along with construction management and plant startup services. The goals for the project include development of a reliable, simple, robust, energy efficient and expandable raw water treatment train and plant that will fully meet current and potential future regulatory requirements meant to serve the citizens of Ashland for the next 100 years.







Water Distribution Fund – Pump Station

Project Name: **TAP BPS Backup Power** Proj #: 2021-13

Total Project Cost: **$417,000** Duration: 1 years

	FY24	FY25
Expenses:		
Design	$83,400	
Construction	$333,600	
Revenues:		
Fees		
SDCs		
Grant	$417,000	
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Estimated $1,000/year for maintenance/testing of the generator and eventual life-cycle replacement costs.

Description: This project will place a permanent stand-by emergency generator at the TAP booster pump station to supply electrical power when necessary.



Water Distribution Fund - Pipe

Project Name: **Annual Pipe Replacement Program** Proj #: 704100

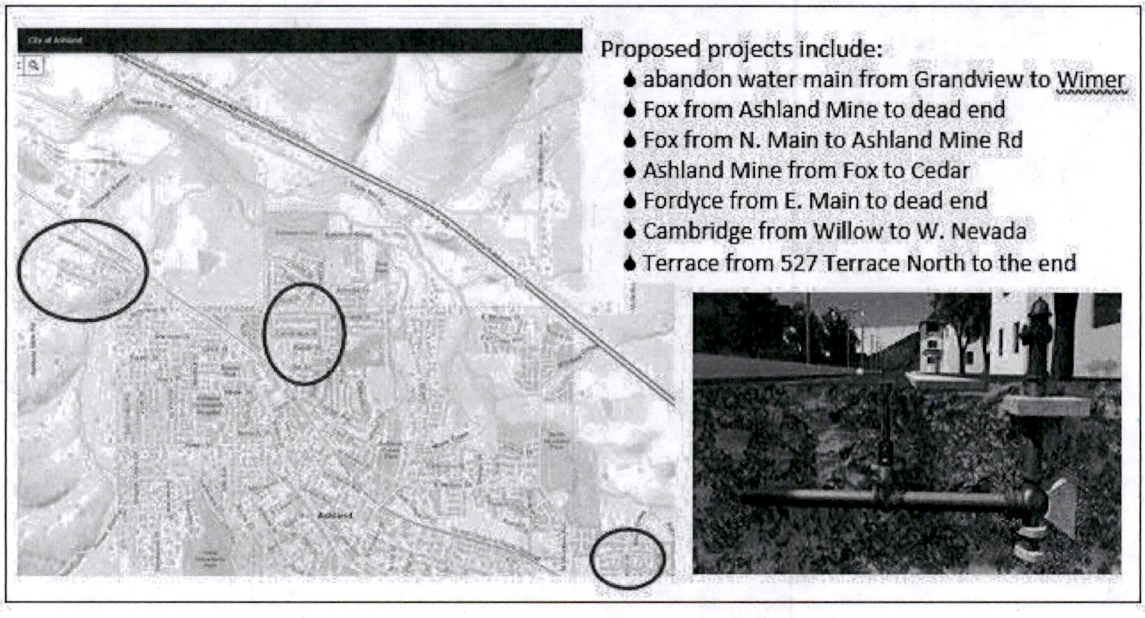
Total Project Cost: **$300,000 per year** Duration: continual

	FY24	FY25
Expenses:		
Design	$30,000	$30,000
Construction	$270,000	$270,000
Revenues:		
Fees	$270,000	$270,000
SDCs	$30,000	$30,000
Grant		
Other		

Explain Other: Staff anticipates that some portion of some of the pipe replacement program will be SDC eligible and will verify with the 2019 Water Mater Plan update.

Anticipated Long Term Expenses: Long term expenses include any maintenance of valves and hydrants on the distribution line and eventual life cycle replacement costs.

Description: This program is designed primarily for in-house crew labor to replace undersized (not meeting current 8" minimum) and pipe material concerns. This may also include pressure reducing valves.



Water Distribution Fund - Pipe

Project Name: **Distribution Pipe Replacement Projects** Proj #:

Total Project Cost: **$1,242,000** Duration: varies

	FY24	FY25
Expenses:		
Design	$60,000	$97,000
Construction	$600,000	$485,000
Revenues:		
Fees	$594,000	$523,800
SDCs	$66,000	$58,200
Grant		
Other		

Explain "other": These projects are 10% SDC eligible

Anticipated Long Term Expenses: Long term expenses include maintenance/inspection for hydrant/meter/service lines estimated at $2000/year and eventual life-cycle replacements costs.

Description: Recommended aging pipe replacement and/or upsizing to meet pressure and fire flow recommendations. This project includes these pipe segments:

1. Ivy-Morton waterline connection
2. Grandview Drive waterline, Ditch Road to Sunnyview Street



Water Distribution Fund – Operations & Maintenance

Project Name: **Water System Telemetry Upgrades** Proj #:

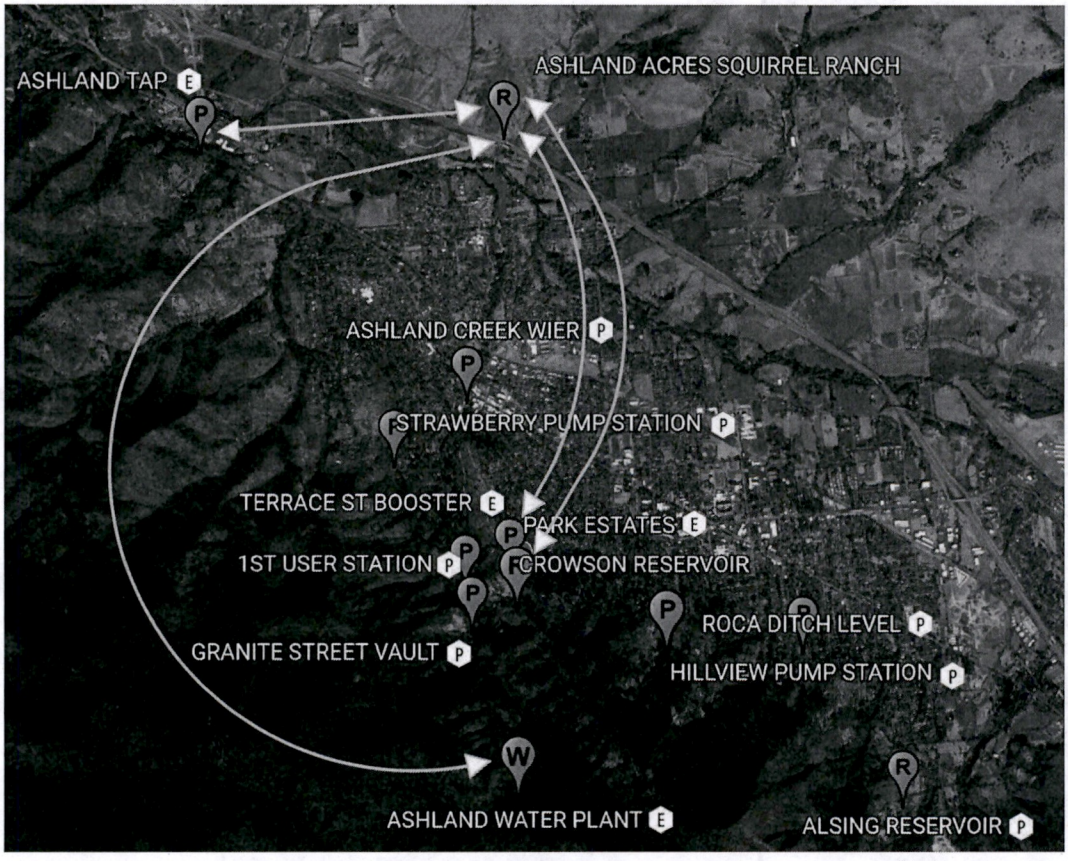
Total Project Cost: **$80,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design	$20,000	
Construction	$60,000	
Revenues:		
Fees	$72,000	
SDCs	$8,000	
Grant		
Other		

Explain "other": This project is 10% SDC eligible

Anticipated Long Term Expenses: Minimal electrical consumption, eventual life-cycle replacement.

Description: This project will replace outdated radio and telemetry equipment to keep pace with newer technologies and to match the system for the new WTP telemetry system.



Water Distribution Fund – TAP Supply Improvements

Project Name: **TAP Non-Peak and Emergency Supply Connection** Proj #: 2021-13

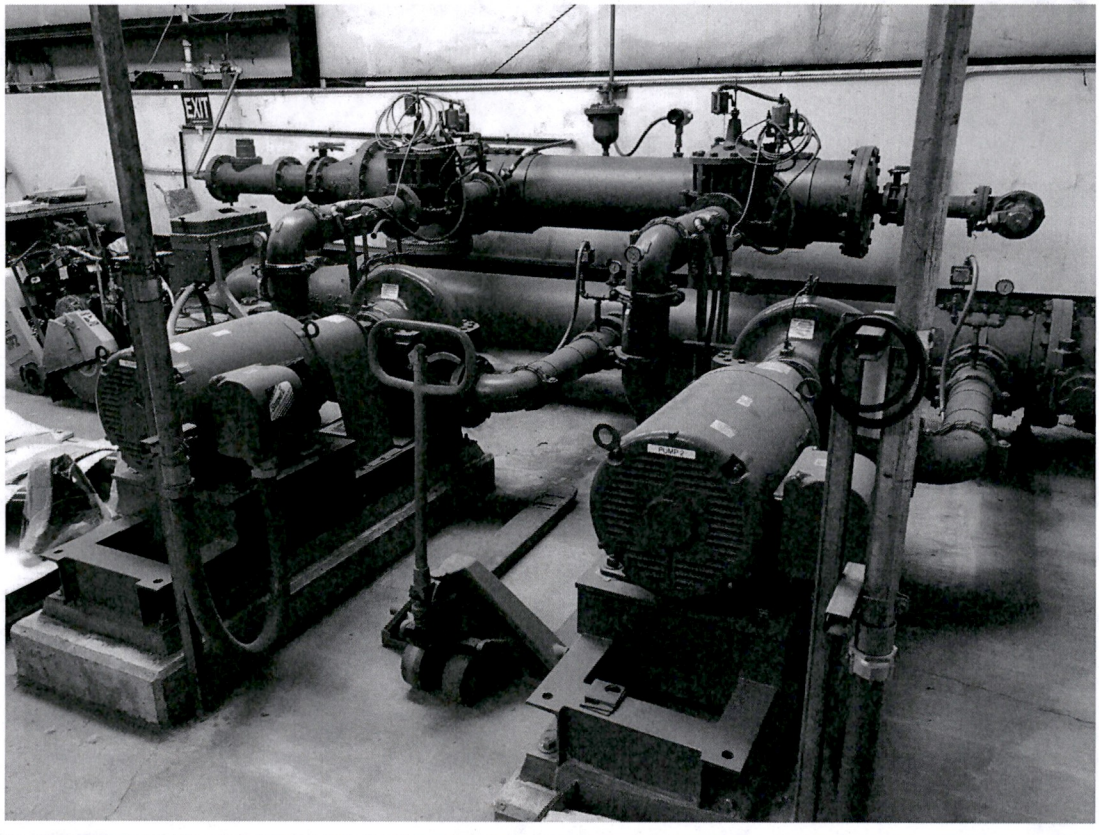
Total Project Cost: **$236,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design	$35,400	
Construction	$200,600	
Revenues:		
Fees		
SDCs		
Grant	$236,000	
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Expenses are expected to be little to none except for life-cycle replacement costs. Expenses are as agreed upon in the TAP agreements.

Description: The project involves installation of pipelines and a pressure Reducing Valve connection around Ashland's TAP booster station to provide non-peak and emergency supply from Ashland to Talent and Phoenix (reversing the normal system delivery method). This provides a gravity flow connection to Talent and Phoenix.



Water Distribution Fund – Booster Pump Station

Project Name: **TAP Regional BPS Short-Term Expansion** Proj #: 2021-13

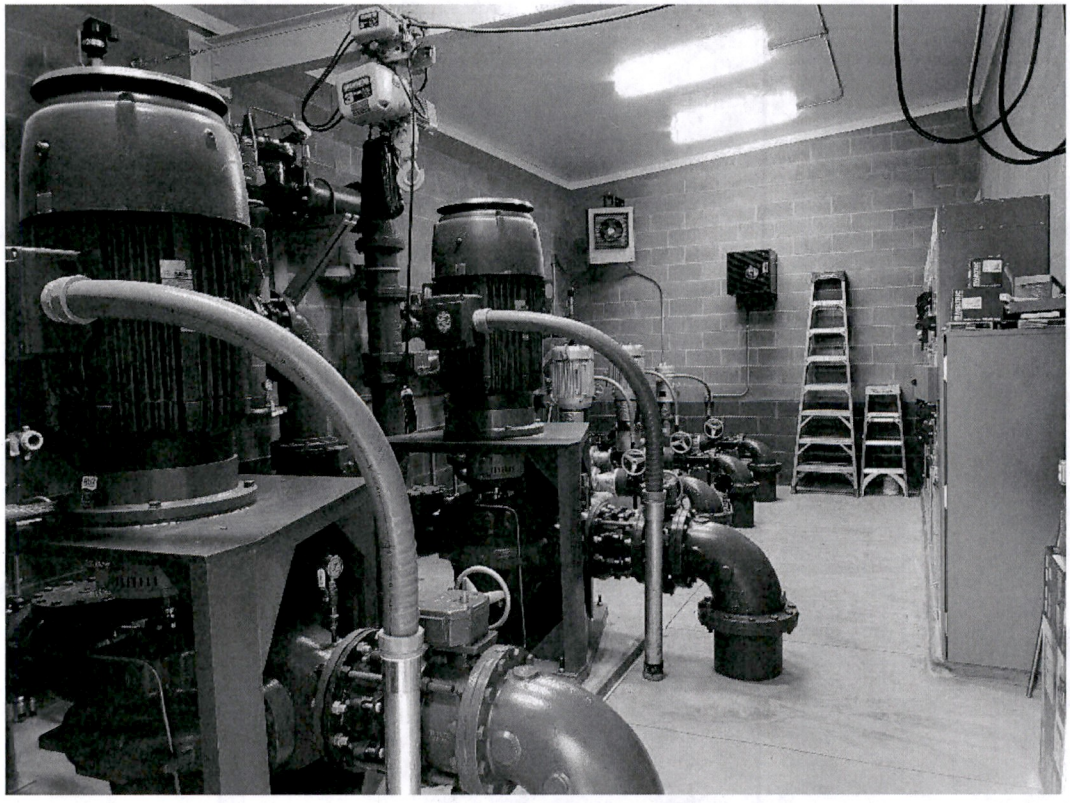
Total Project Cost: **$211,000** Duration: 6 months

	FY24	FY25
Expenses:		
Design	$31,650	
Construction	$179,350	
Revenues:		
Fees		
SDCs		
Grant	$211,000	
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Long term expenses include minimal maintenance and eventual life-cycle replacement as agreed upon in the TAP contracts.

Description: This project replaces a 50 hp pump with a 125 hp pump at the Regional booster pump station in Phoenix. This project is necessary to meet increasing TAP demands when all partner Cities are at maximum day demands. This project is required prior to Ashland increasing our TAP supply from 2.13 mgd to 3.0 mgd.



Water Distribution Fund – Booster Pump Station

Project Name: **TAP Regional BPS Programming Updates** Proj #: 2021-13

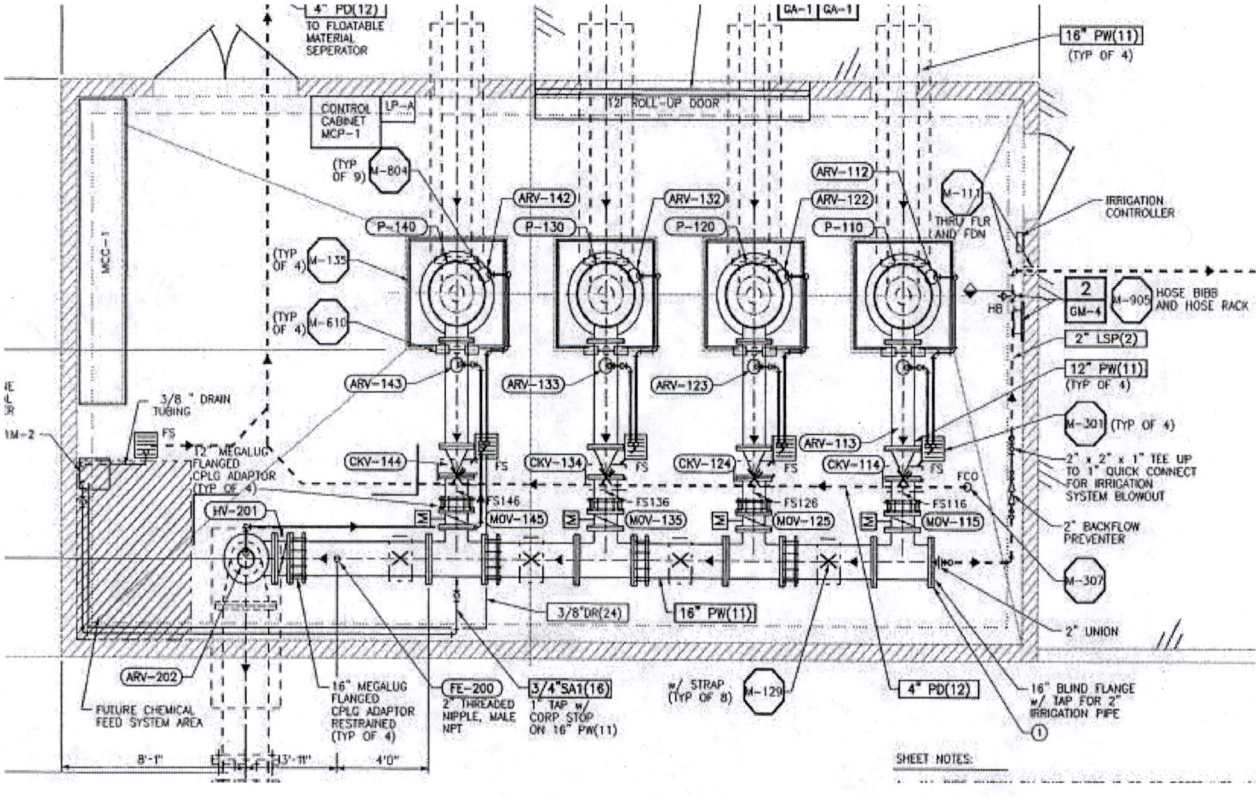
Total Project Cost: **$101,000** Duration: 6 months

	FY24	FY25
Expenses:		
Design		$20,200
Construction		$80,800
Revenues:		
Fees		
SDCs		
Grant		$101,000
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Long term expenses include minimal maintenance and eventual life-cycle replacement as agreed upon in the TAP contracts.

Description: Control system software/hardware updates and programming at Phoenix shop BPS and Regional BPS serving Phoenix, Talent and Ashland.



Water Distribution Fund – Booster Pump Station

Project Name: **Talent BPS Generator Upgrade** Proj #: 2021-13

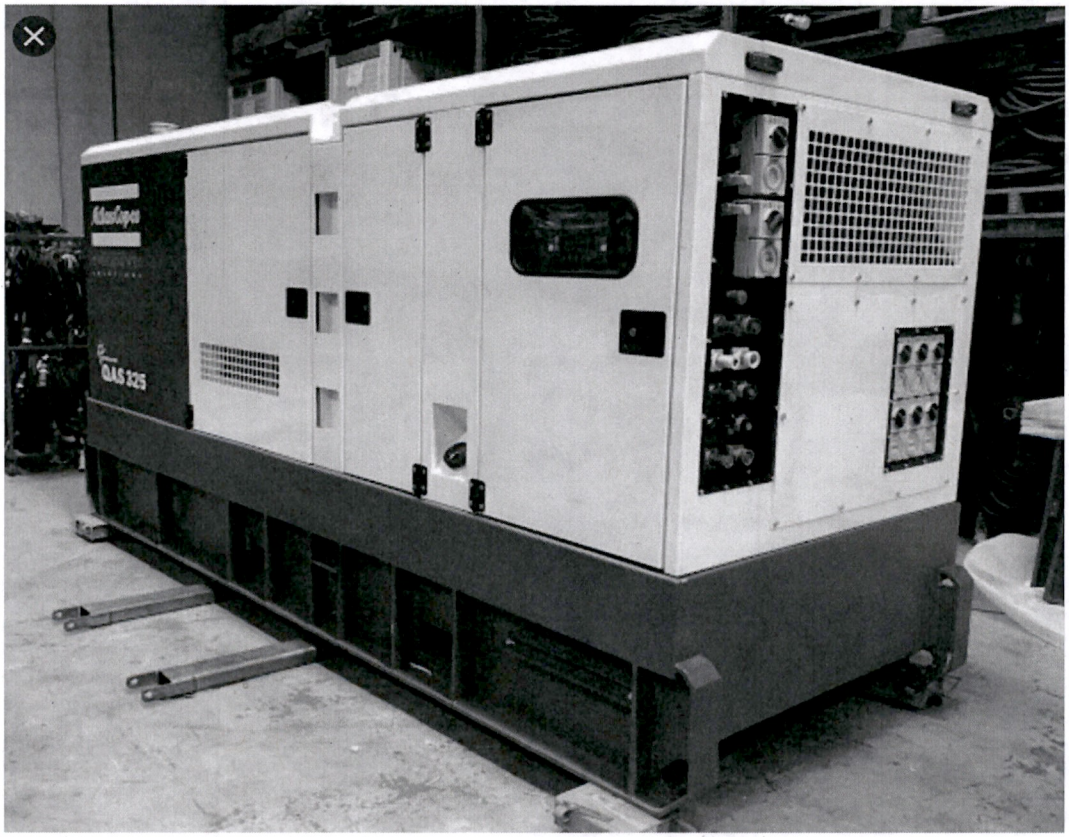
Total Project Cost: **$445,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design		$66,570
Construction		$378,250
Revenues:		
Fees		
SDCs		
Grant		$445,000
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Expenses are expected to be little to none except for life-cycle replacement costs. Expenses are as agreed upon in the TAP agreements.

Description: The existing generator at the Talent BPS is not large enough to provide enough electricity for the build-out demands of Talent and Ashland. This generator upgrade at the Talent BPS will provide full stand-by power for the Talent BPS to provide build-out demands for Talent and Ashland.



Water Distribution Fund – Booster Pump Station

Project Name: **Talent BPS Expansion** Proj #: 2021-13

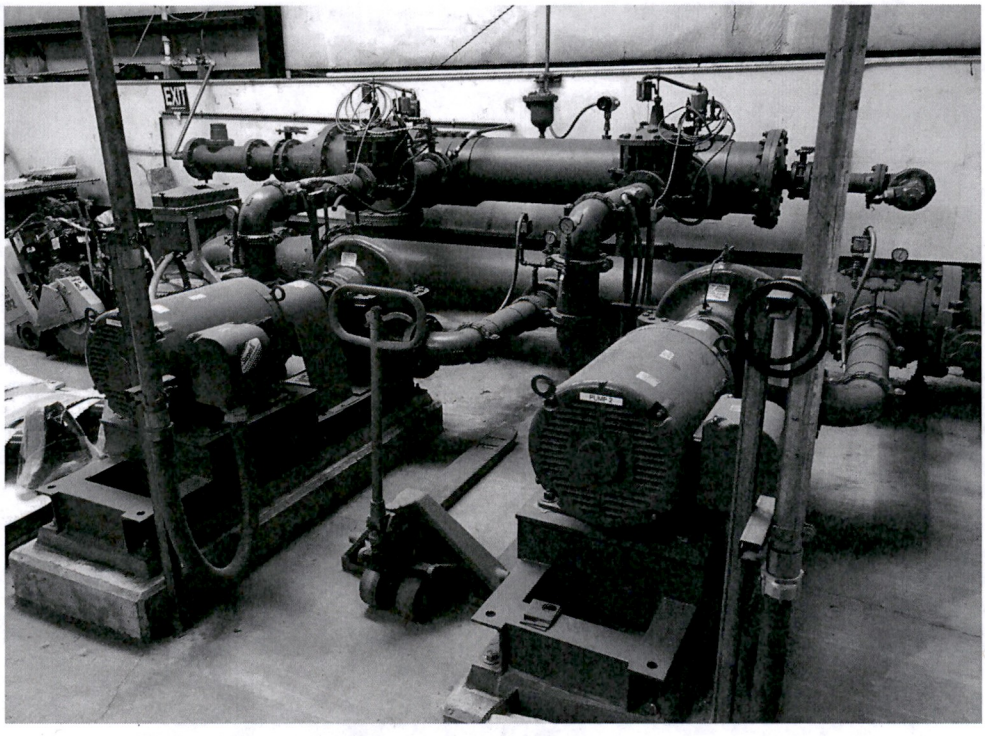
Total Project Cost: **$138,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design		$20,700
Construction		$117,300
Revenues:		
Fees		
SDCs		
Grant		$138,000
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Expenses are expected to be little to none except for life-cycle replacement costs. Expenses are as agreed upon in the TAP agreements.

Description: The existing Talent BPS is undersized to provide maximum day demands for Talent and Ashland's 2.13 mgd at the same time. This project will install an additional 50 hp pump to increase total pumping capacity to match Talent and Ashland maximum day demands.



Water Distribution Fund – Booster Pump Station

Project Name: **Talent BPS Facility Seismic Upgrades** Proj #: 2021-13

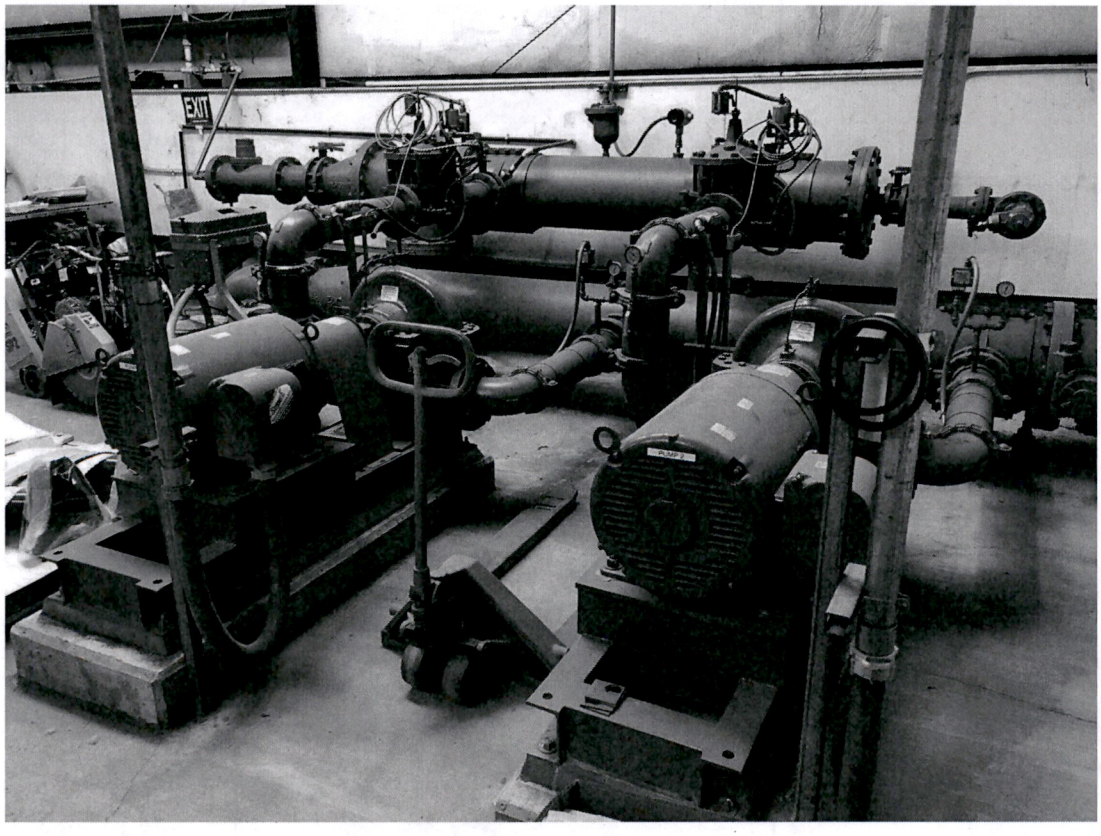
Total Project Cost: **$100,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design		$20,000
Construction		$80,000
Revenues:		
Fees		
SDCs		
Grant		$100,000
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Expenses are expected to be little to none except for life-cycle replacement costs. Expenses are as agreed upon in the TAP agreements.

Description: Seismic resilience improvements to the facility to protect delivery of potable water to Talent and Ashland.



Water Supply Fund – Pipe Improvements

Project Name: **TAP 24" Transmission Main Seismic Improvements** Proj #: TBD

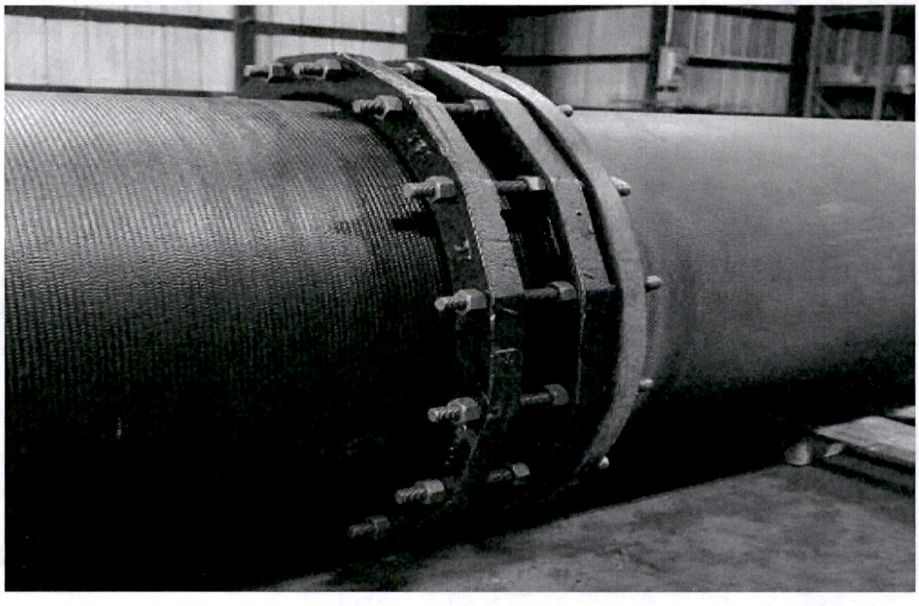
Total Project Cost: **$1,623,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design	$324,600	
Construction	$1,298,400	
Revenues:		
Fees		
SDCs		
Grant	$1,623,000	
Other		

Explain "other": American Rescue Plan Act (ARPA) grant funded.

Anticipated Long Term Expenses: Long term expenses include minimal maintenance and eventual life-cycle replacement as agreed upon in the TAP contracts.

Description: Seismic enhancements to 1000 lineal feet of TAP critical 24-inch transmission main in Phoenix. This transmission main serves Talent-Ashland-Phoenix and is located in a seismically sensitive area (liquefaction).



WASTEWATER PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY25					
Wastewater Treatment Plant					FY24	FY25	Project Totals	Sewer SDC	Other (grants)	Fees & Rates (debt)
Shading (Capital Cost + first 6 years of O&M)	X				$ 493,000	$ 273,000	$ 766,000	$ 114,900	$ -	$ 651,100
UV System Upgrades	X				$ 650,000	$ -	$ 650,000	$ 221,000	$ -	$ 429,000
Membrane Replacement (two trains)	X			X	$ 1,200,000	$ -	$ 1,200,000	$ -	$ -	$ 1,200,000
WWTP Process Improvements (Headworks)	X		X	X	$ 1,000,000	$ 3,250,000	$ 4,250,000	$ 637,500	$ -	$ 3,612,500
WWTP Process Improvements (Harmonics/Telemetry)	X		X		$ 150,000	$ 150,000	$ 300,000	$ 45,000	$ -	$ 255,000
Secondary Clarifier 2 Improvements	X	X	X	X	$ -	$ 397,500	$ 397,500	$ 59,625	$ -	$ 337,875
Subtotal Wastewater Treatment Plant					$ 3,493,000	$ 4,070,500	$ 7,563,500	$ 1,078,025	$ -	$ 6,485,475
Wastewater Collection System					FY24	FY25	Project Totals	Sewer SDC	Other (grants)	Fees & Rates (debt)
Hardesty Site Development & Equipment Storage					$ 780,440	$ -	$ 780,440	$ -	$ -	$ 780,440
Wastewater Miscellaneous In-House Replacement	X	X	X	X	$ -	$ 125,000	$ 125,000	$ 12,500	$ -	$ 112,500
Wastewater Miscellaneous Trenchless Pipe Lining	X		X	X	$ -	$ 500,000	$ 500,000	$ -	$ -	$ 500,000
Pinpoint I/I Sources in Various Basins		X			$ 163,000	$ -	$ 163,000	$ -	$ -	$ 163,000
Annual I/I Reduction and Collection System Replacement Project Allowance		X			$ -	$ 100,000	$ 100,000	$ -	$ -	$ 100,000
Upsize Bear Creek Intercceptor from Wightman Street to Tolman Creek Road	X	X		X	$ 400,000	$ 400,000	$ 800,000	$ 560,000	$ -	$ 240,000
Subtotal Wastewater Collection System					$ 1,343,440	$ 1,125,000	$ 2,468,440	$ 572,500	$ -	$ 1,895,940
WASTEWATER					**$ 4,836,440**	**$ 5,195,500**	**$ 10,031,940**	**$ 1,650,525**	**$ -**	**$ 8,381,415**

Wastewater Fund – Treatment Plant

Project Name: **Water Quality Temperature Trading Program (Shading)** Proj #: 2018-21

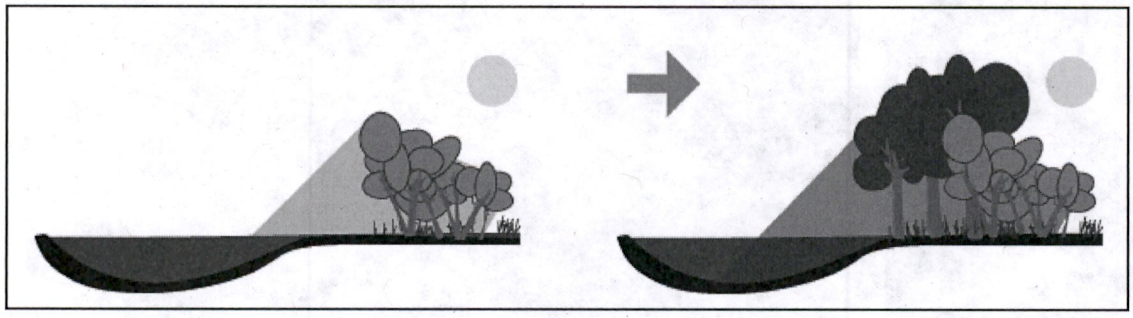
Total Project Cost: **$766,000** Duration: 25 years (2043)

	FY24	FY25
Expenses:		
Design		
Construction	$493,000	$273,000
Revenues:		
Fees	$419,050	$232,050
SDCs	$73,950	$40,950
Grant		
Other		

Explain "Other": This project is funded by a DEQ CWSRF Loan #R11754. The loan will be repaid over time with fees/rates.

Anticipated Long Term Expenses: This is a 20-year tree planting and riparian restoration project per site. Initial capital outlay is for site preparation and planting, and the initial 5 years to maintain the plantings which includes site clean-up, watering and potentially some re-vegetation for each site. Costs will diminish through the 20-year life as trees and vegetation matures. After the initial 5-year outlay for capital, this item will transition to wastewater treatment plant operational expenses. Loan funds will be repaid through previously anticipated increases to rates and fees. O&M costs are anticipated to start at $80,000 and go down to $50,000 per year for 20 years.

Description: This is one of several projects the City will complete to meet anticipated temperature standards to comply with new state water quality regulations as anticipated for the WWTP DEQ National Pollutant Discharge Elimination System (NPDES) permit renewal. This project was initiated with the completion of the 2012 Comprehensive Sewer Master Plan. Ashland's Water Quality Trading Plan was accepted by the Oregon Department of Environmental Quality (DEQ) on March 9, 2018, as being consistent with Oregon's Water Quality Trading Rule. The Water Quality Trading Plan will focus on implementing riparian re-vegetation and shading projects to generate "credits" to satisfy the City's anticipated upcoming temperature obligation. The Freshwater Trust is under phase 1 contract to begin the program architecture and pilot shading projects. Phase 2 planting (construction) is anticipated for the fall of 2019 depending upon finalizing the DEQ NPDES permit.



Wastewater Fund – Treatment Plant

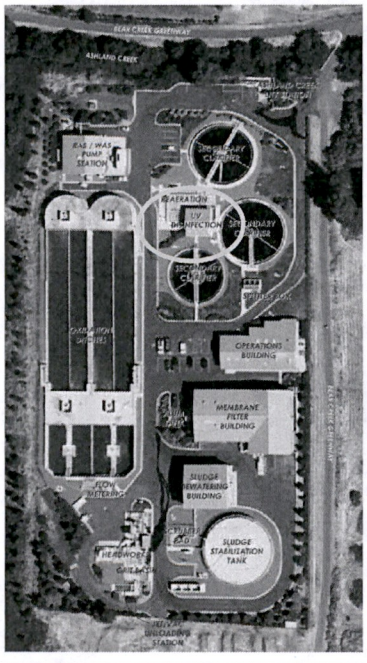
Project Name: **UV System Upgrades/Replacement** Proj #: TBD

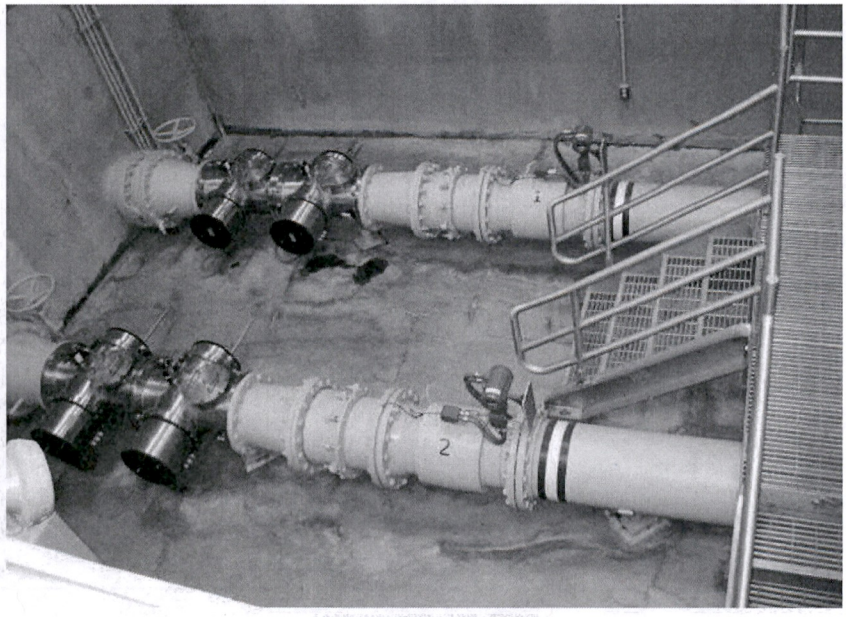
Total Project Cost: **$650,000** Duration: 1 years

	FY24	FY25
Expenses:		
Design		
Construction	$650,000	
Revenues:		
Fees	$429,000	
SDCs	$221,000	
Grant		
Other		

Anticipated Long Term Expenses: The ultraviolet (UV) system has a finite life of 15-20 years and must be maintained as any process in the treatment plant. Staff will include budget estimates for long range planning and this component will be evaluated in master plans. The master plan forecasts the need for an additional disinfection train in 2030.

Description: In 1998, the City's wastewater treatment plant opted for UV disinfection treatment over chemical chlorine disinfection. UV provides a safe, environmentally friendly, and cost-effective disinfection process that instantaneously neutralizes microorganisms as they pass by ultraviolet lamps submerged in the effluent. The process adds nothing to the water but UV light, and therefore, has no impact on the chemical composition or the dissolved oxygen content of the water. The current system has reached its useful component life. In addition to component replacement, an additional capacity enhancement will be added to improve hydraulic capacity to the system and increase the useful life. Staff will ensure interim operational solutions prior to this major upgrade in 2020.





UV DISINFECTION

Wastewater Fund – Treatment Plant

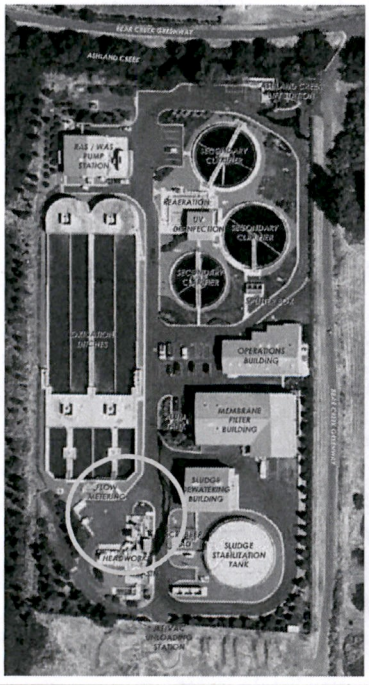
Project Name: **WWTP Headworks Process Improvements** Proj #:

Total Project Cost: **$4,250,000** Duration: 3 years

	FY24	FY25
Expenses:		
Design	$1,062,500	
Construction		$3,187,500
Revenues:		
Fees	$903,125	$2,709,375
SDCs	$159,375	$478,125
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description: The "headworks" of a wastewater treatment plant is the initial stage of the treatment process designed to reduce the level of pollutants in the incoming wastewater discharges. The headworks removes inorganics such as grit, plastics, rags and other larger debris from the influent waste stream to protect and reduce wear on the main wastewater process equipment. Headworks equipment includes pumps, mechanical screens, screening compactors, grit removal systems and grit washing systems. Upgrades to the wastewater treatment plant in 1998 did not fully replace the headworks. After many repairs, this will replace worn systems to the grit removal process and also replace the splitter box.





SCREEN

Wastewater Fund – Treatment Plant

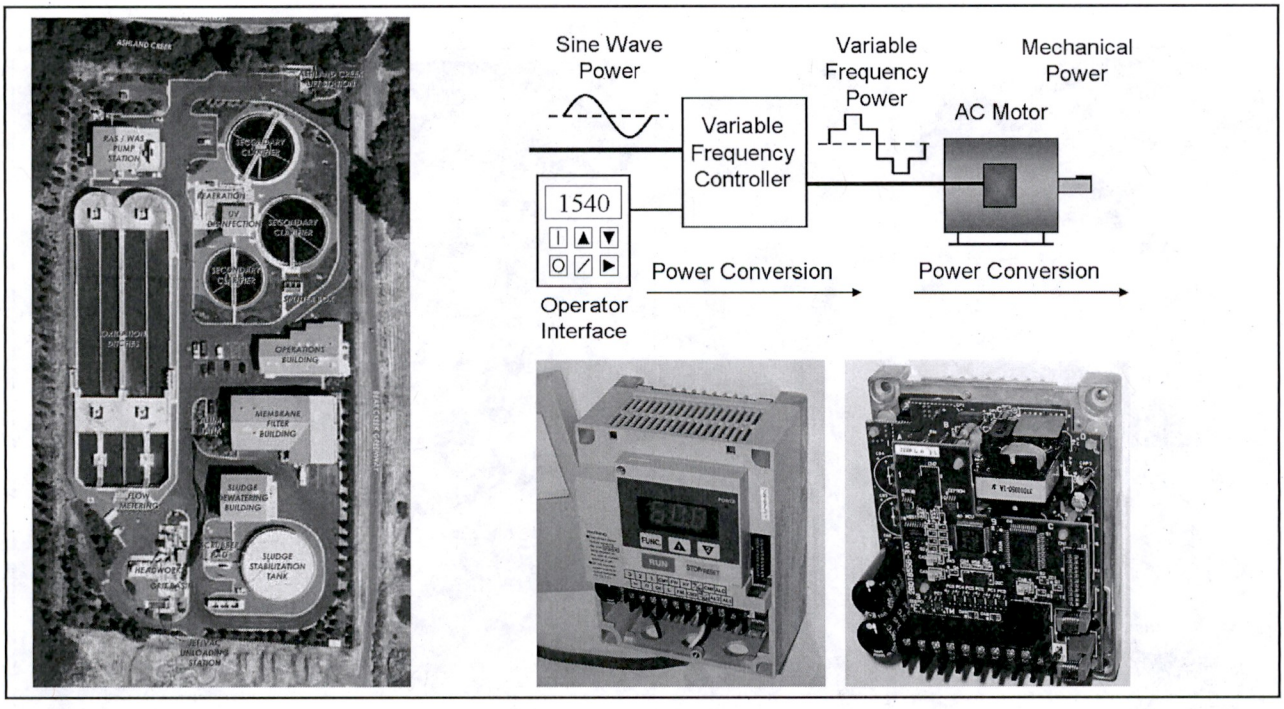
Project Name: **WWTP Harmonics Upgrade** Proj #:

Total Project Cost: **$300,000** Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction	$150,000	$150,000
Revenues:		
Fees	$127,500	$127,500
SDCs	$22,500	$22,500
Grant		
Other		

Anticipated Long Term Expenses: The proposed harmonics improvements will improve general system operations and maintenance and should decrease the need for adjustments due to power interruptions.

Description: Treatment plant staff have struggled with multiple minor power system problems including interruptions, interference, downtime, and instrumentation disruption. The likely cause is due to harmonic distortion and was evaluated in the 2019 Facilities Assessment. This project will identify the causes of system disruptions and correct the electrical distortion likely caused by the multiple variable frequency drives and transformers on site.



Wastewater Fund – Treatment Plant

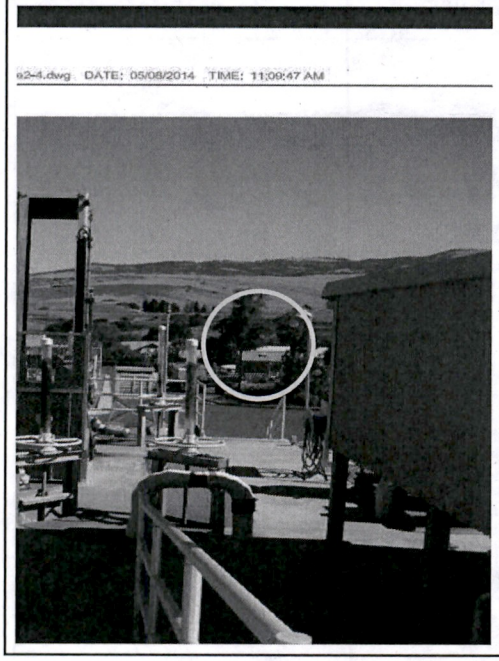
Project Name: **WWTP Secondary Clarifier 2 Improvements** Proj #: TBD

Total Project Cost: **$397,500** Duration: 2 years

	FY24	FY25
Expenses:		
Design		$79,500
Construction		$318,000
Revenues:		
Fees		$337,875
SDCs		$59,625
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description: Secondary clarification is provided by three circular clarifiers. Flow is distributed to the clarifiers by a splitter box. Each clarifier is a center feed unit with a rotating sludge removal mechanism. The system includes flow control gates, valves, and scum pumping. All three clarifiers typically operate throughout the year. Clarifier #2 systems were not replaced as part of the treatment plant improvement project of 1998 project. The 2018 Facility Plan recommended upgrading Clarifier #2 to match the operational systems of Clarifiers 1 and 3. Benefits include more similar clarifier performance (consistent sludge movement, eliminated draft tube plugging, etc.), and Operations will no longer need to adjust the suction pipe valves to balance the sludge removal.



Wastewater Fund – Treatment Plant

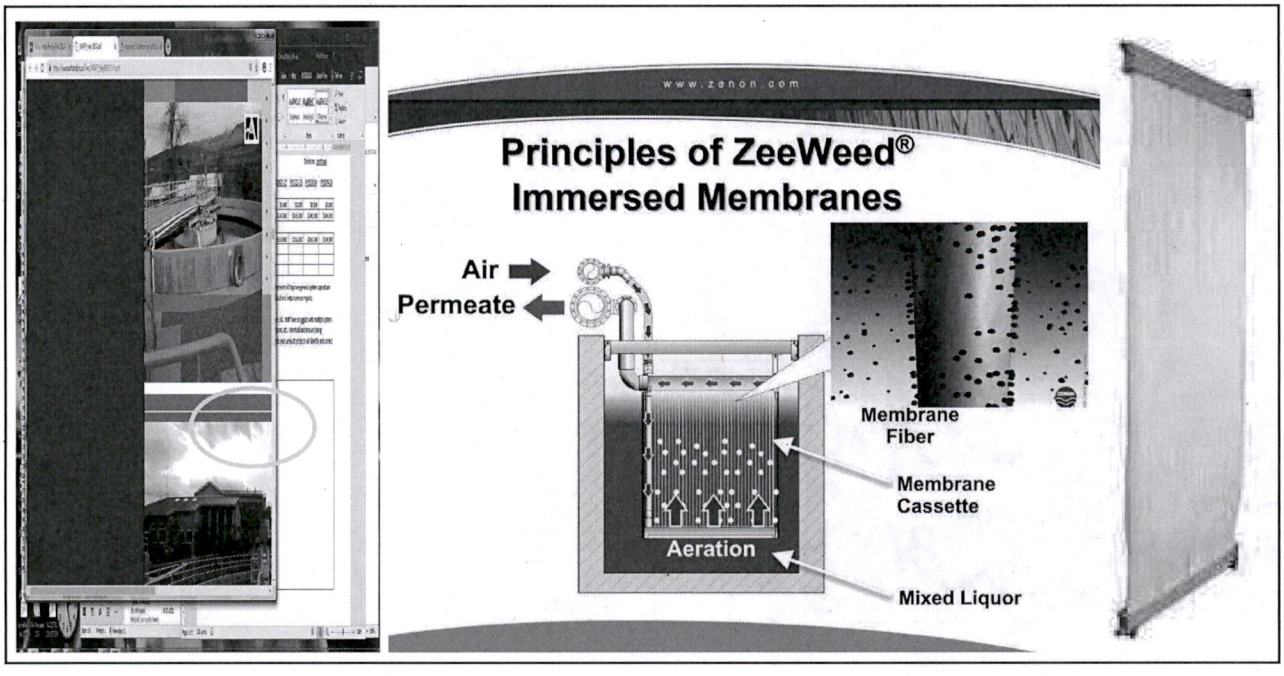
Project Name: **WWTP Membrane Replacement** Proj #: TBD

Total Project Cost: **$1,200,000 every 10 years** Duration: continual

	FY24	FY25
Expenses:		
Design		
Construction	$1,200,000	
Revenues:		
Fees	$1,200,000	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The membrane trains must be replaced every 10 + years. This project identifies and forecasts funding for that requirement. After the last replacement in 2012, the City began putting monies into a sinking fund to cover the life cycle replacement costs.

Description: In 2003, the City opted to build and use membrane filtration as a tertiary filtration to remove phosphorous. The membrane filters are in "cassettes" and have a 10+ year life. Over time the membrane cassettes must be replaced. Technology of the membranes have improved, and the City will ensure appropriate upgrades during the scheduled replacement. The proposed 2023 upgrade will increase capacity and ultimately reduce operational and maintenance requirements. This project will be coordinated with the membrane pumps and piping replacement project.



Wastewater Fund – Collection System

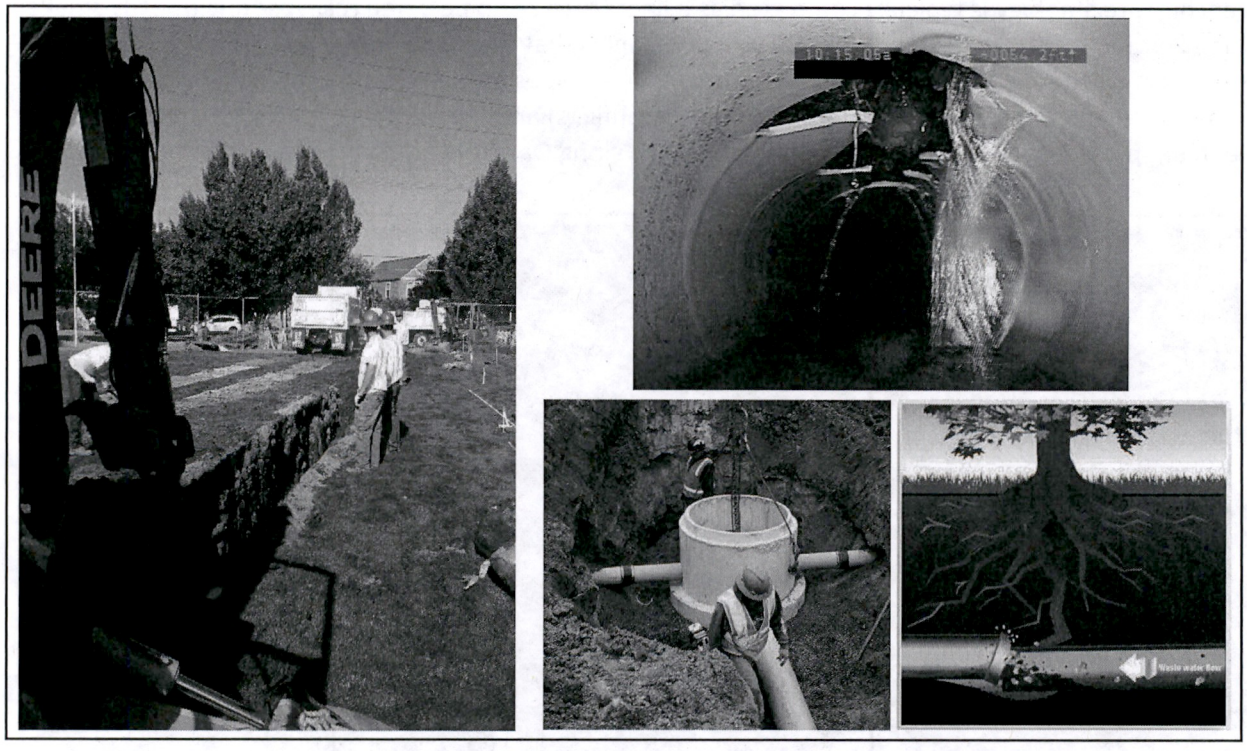
Project Name: **Wastewater Miscellaneous In-House Replacement** Proj #: 704100

Total Project Cost: **$125,000** Duration: continual

	FY24	FY25
Expenses:		
Design		In-House
Construction	$125,000	$125,000
Revenues:		
Fees	$112,500	$112,500
SDCs	$12,500	$12,500
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance. Replacing pipes on a schedule will decrease the need for difficult and instantaneous repairs and prevent sewage spills.

Description: The City's sanitary sewer maintenance crew is devoted to repairing and replacing lines based upon the concerns found with the camera before there are significant problems, or in addition to repair work that is completed annually. Projects will be added based online evaluations and the priority list from the 2022 Collection Master Plan when complete.



Wastewater Fund – Collection System

Project Name: **Sanitary Sewer Miscellaneous Trenchless Lining** Proj #: TBD

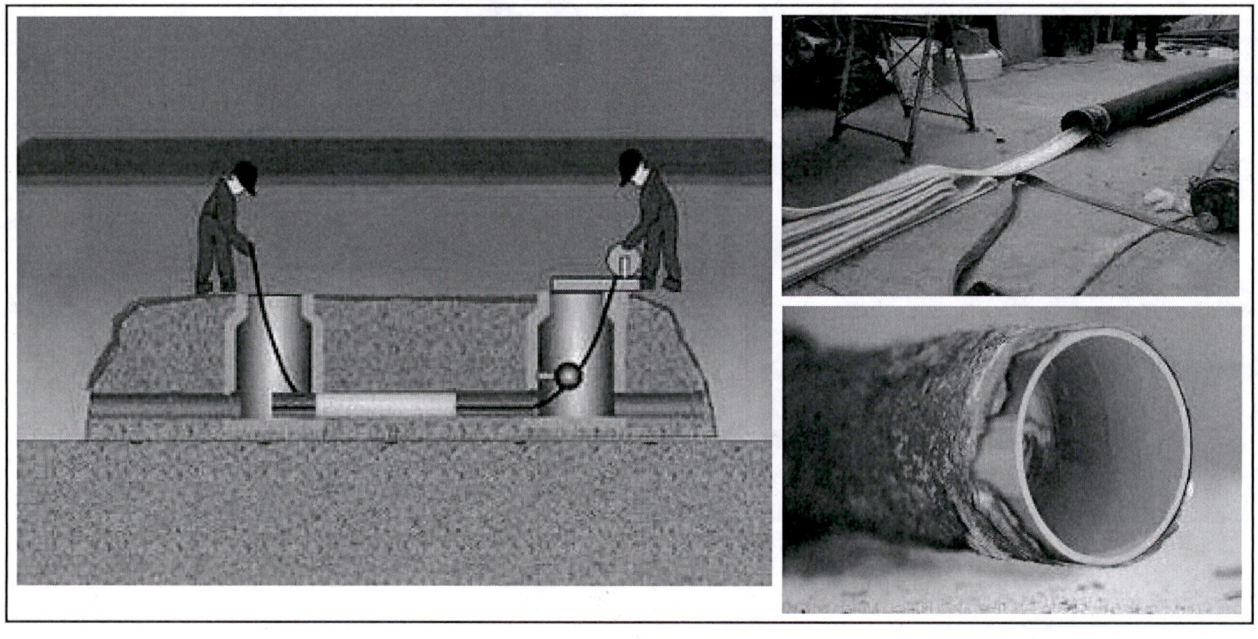
Total Project Cost: **$500,000** Duration: continual

	FY24	FY25
Expenses:		
Design		
Construction		$500,000
Revenues:		
Fees		$500,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance. Having "new" pipes should decrease the need for difficult and instantaneous repairs and sewage spills.

Staff anticipates that some of these projects will be eligible for SDC funding to accommodate capacity improvements.

Description: In most cases if a pipe is too small, it must be replaced with a larger size. However, if pipes are damaged, but sized correctly, trenchless technology may be an option to restore or upgrade pipes. Trenchless technology is typically completed as a liner (4' to 24" pipes) or a resin coating (mostly smaller pipe sizes and manholes). There are specialty companies that specialize in this type of work. This series of projects will define maintenance problem sewer lines, pipes that are in areas difficult to replace (homeowner back yards or areas with many utility conflicts) and bundle these for a $250,000 per biennium project. Current projects include: backyard along Oak from Lithia to B and potentially Tolman.



Wastewater Fund – Collection System

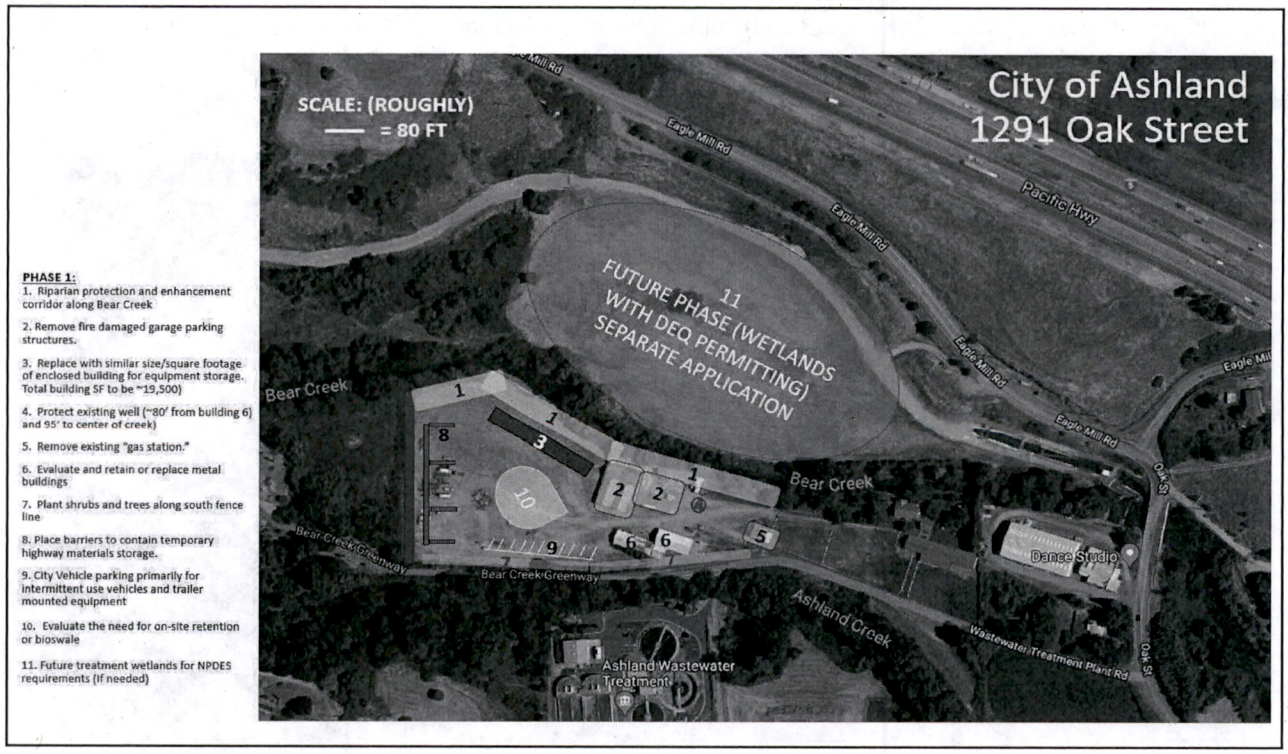
Project Name: **Hardesty Property Site Development and Equipment Storage** Proj #: 704200

Total Project Cost: **$780,440** Duration: 1 years

	FY24	FY25
Expenses:		
Design		
Construction	$780,440	
Revenues:		
Fees	$780,440	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long term building maintenance and energy consumption requirements along site management for storm water disposal of sweeper materials.

Description: The City recently purchased the Hardesty property to utilize as a resource for equipment storage and staging in order to divest itself of the current "B" Street yard location. The project includes site development work, demolition of existing structures and construction of a new metal equipment storage building. Costs will be shared between the wastewater, streets and storm drain funds as the building and site will be utilized primarily by these enterprise funds.



Wastewater Fund – Collection System

Project Name: **Pinpoint I/I Sources in Various Basins** Project #: TBD

Total Project Cost: **$163,000 (2 Years)** Duration: 2 years

	FY24	FY25
Expenses:		
Design	In-House	
Construction	$163,000	
Revenues:		
Fees	$163,000	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance. This will improve the likelihood of directly targeting and removing I/I, and best applying the City's financial resources.

Description:

The flow monitoring program and condition assessment conducted for this Comprehensive Sanitary Sewer Collection System Master Plan (CSSCSMP) provide a high-level assessment of the entire collection system and assist with prioritizing I/I reduction efforts on a basin-by-basin basis. However, additional investigation is recommended to pinpoint I/I within the high-priority basins. This section describes potential techniques. The areas of these basins known to be constructed in the early 20th century and of older pipe materials should be the focus of I/I pinpointing techniques. Areas that were constructed later and of modern materials such as PVC should also be investigated but should be considered lower priority.



Wastewater Fund – Collection System

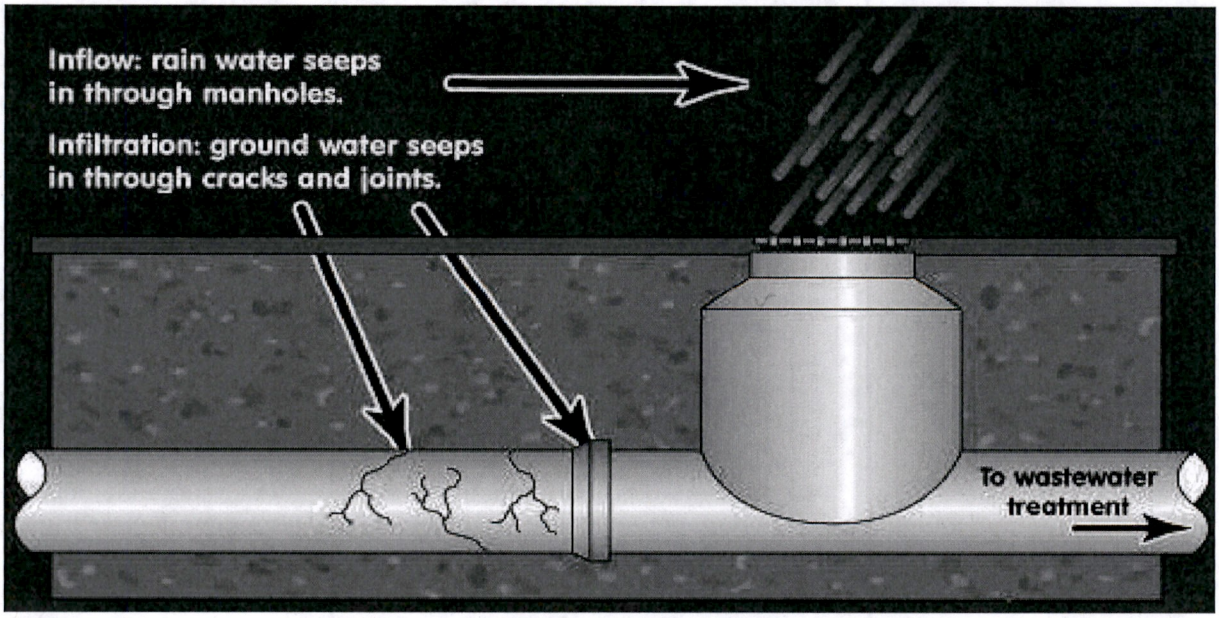
Project Name: **Annual I/I Reduction and Collection System Replacement** Project #: TBD

Total Project Cost: **$100,000** Duration: Continuous

	FY24	FY25
Expenses:		
Design		In-House
Construction		$100,000
Revenues:		
Fees		$100,00
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance. Replacing and or repairing identified I/I within the system on a schedule will decrease the need for difficult and instantaneous repairs and is the best use of City financial resources.

Description:
The City is committed to reducing I/I and has the general goal of replacing the entire collection system on an interval of approximately 100 years. Replacement of the entire collection system over a 100-year span would require an average annual investment of approximately $2M based on the project cost per linear foot described in **Table 7-2 of the Collection System Master Plan**. It is assumed that this level of investment in the sewer system is currently unrealistic, and some of this work is anticipated to be completed at discounted rates by City crews, or by less-costly trenchless methods. An annual allowance of $100,000 has been identified for this project.



Wastewater Fund – Collection System

Project Name: **Wastewater Line Upsizing – Bear Creek Interceptor - Wightman to Tolman Creek Road**

Project #: (TBD)

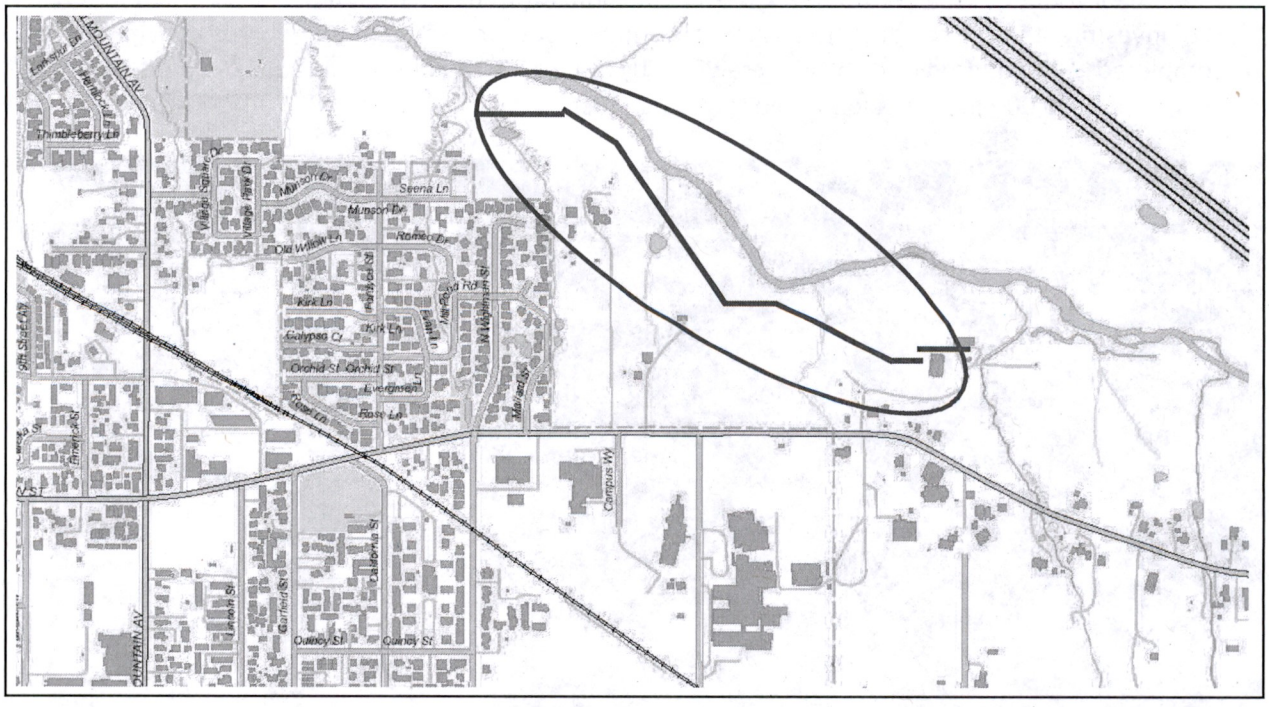
Total Project Cost: **$800,000**

Duration: 4 years

	FY24	FY25
Expenses:		
Design	$300,000	
Construction		$500,000
Revenues:		
Fees	$90,000	$150,000
SDCs (70%)	$210,000	$350,000
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance. Routine inspection and general maintenance will be required.

Description: Replace the section of the interceptor from approximately North Wightman Street to approximately Walker Avenue (approximately 1,700 LF) with 18-inch diameter PVC sewer main. Replace the section of the interceptor from approximately Walker Avenue to approximately Tolman Creek Road (approximately 4,100 LF) with 15-inch diameter PVC sewer main. Inverts along the alignment should be adjusted to mitigate existing shallow slopes.



STORMDRAIN PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY25					
Storm Drain					FY24	FY25	Project Totals	Storm SDC	Other (grants)	Fees & Rates (debt)
Hardesty Site Development & Equipment Storage					$ 390,220	$ -	$ 390,220	$ -	$ -	$ 390,220
Stormwater Miscellaneous Trenchless Pipe Lining			X	X	$ -	$ 150,000	$ 150,000	$ -	$ -	$ 150,000
N Mountain Avenue @ Railroad Tracks		X	X		$ -	$ 220,000	$ 220,000	$ 22,106	$ -	$ 197,894
Siskiyou Boulevard @ University Way		X	X		$ 150,000	$ -	$ 150,000	$ 15,169	$ -	$ 134,831
E Main Street @ Emerick Street		X	X		$ -	$ 270,000	$ 270,000	$ 27,633	$ -	$ 242,367
STORM DRAIN					**$ 540,220**	**$ 640,000**	**$ 1,180,220**	**$ 64,908**	**$ -**	**$ 1,115,312**

Storm Water Fund

Project Name: **Hardesty Property Site Development and Equipment Storage** Proj #: 704200

Total Project Cost: **$390,220** Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction	$390,220	
Revenues:		
Fees	$390,220	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long term building maintenance and energy consumption requirements along site management for storm water disposal of sweeper materials.

Description: The City recently purchased the Hardesty property to utilize as a resource for equipment storage and staging in order to divest itself of the current "B" Street yard location. The project includes site development work, demolition of existing structures and construction of a new metal equipment storage building. Costs will be shared between the wastewater, streets and storm drain funds as the building and site will be utilized primarily by these enterprise funds.



Storm Water Fund

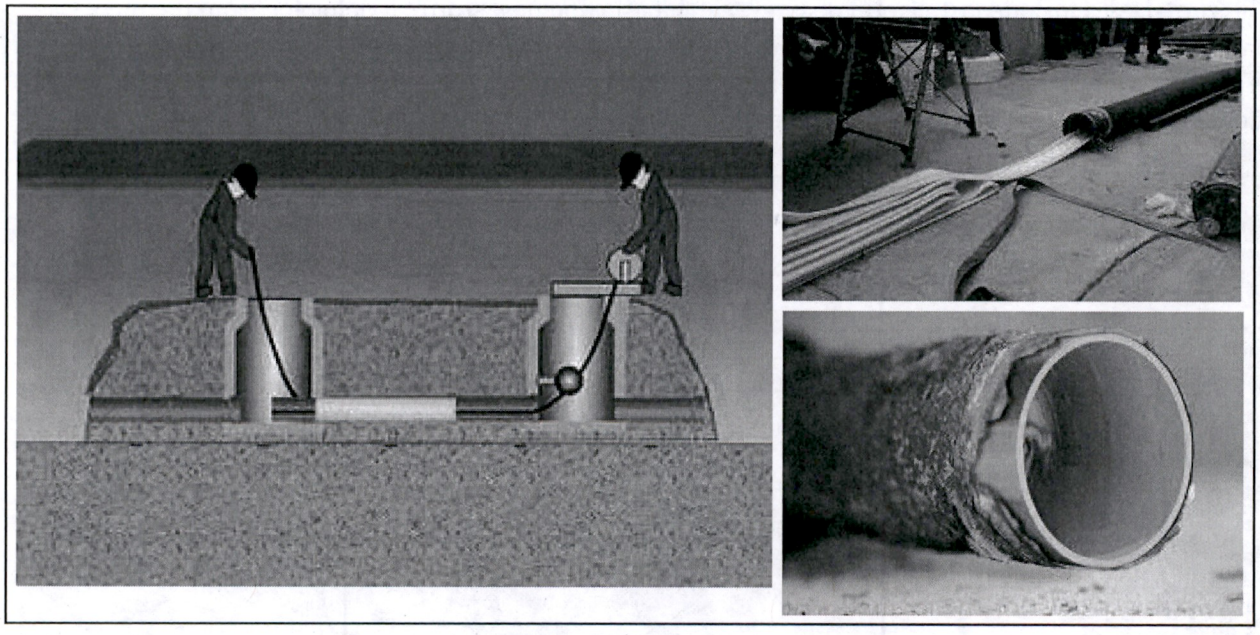
Project Name: **Stormwater Miscellaneous Trenchless Lining** Proj #: TBD

Total Project Cost: **$150,000** Duration: continual

	FY24	FY25
Expenses:		
Design		
Construction		$150,000
Revenues:		
Fees		$150,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will improve overall system operations and maintenance.

Description: In most cases if a pipe is too small, it must be replaced with a larger size. However, if pipes are damaged, but sized correctly, trenchless technology may be an option to restore or upgrade pipes. Trenchless technology is typically completed as a liner (4' to 24" pipes) or a resin coating (mostly smaller pipe sizes and manholes). The series of maintenance projects will define problem stormwater lines that are in areas difficult to replace (homeowner back yards or areas with many utility conflicts) and bundle these for a $150,000 per budget biennium.



Storm Water Fund

Project Name: **North Mountain Avenue** Proj #: TBD

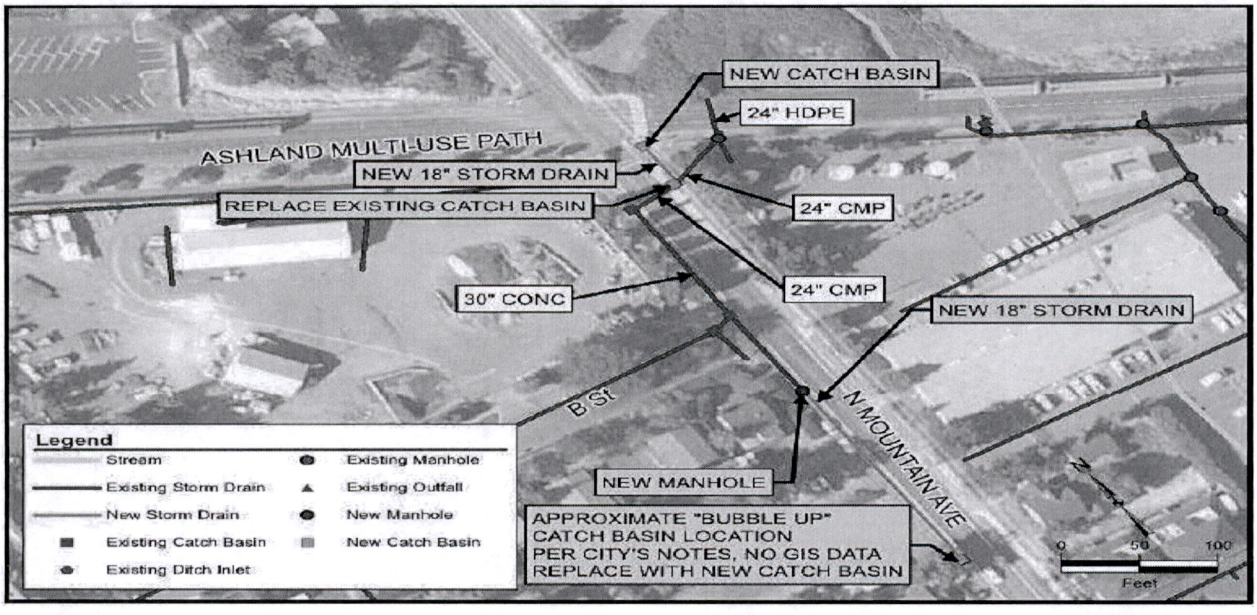
Total Project Cost: **$220,000** Duration: 1 year

	FY24	FY25
Expenses:		
Design		
Construction		$220,000
Revenues:		
Fees		$197,894
SDCs		$22,106
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include life cycle replacement and ongoing inspection and cleaning requirements associated with the city's municipal storm sewer Department of Environmental Quality Permit (MS4).

Description: The City has identified a flooding problem on the multi-use path crossing North Mountain Avenue along the railroad tracks. The curb inlet in this location is currently at a higher elevation than the flooding area to the north, allowing water to bypass the inlet and pond along the roadway. The City would like to reduce flooding in this area by installing a new catch basin at the low spot to capture all runoff.

This project will include installation of a new catch basin and new storm drain piping from the multi-use path to the existing storm drain system on the eastern side of North Mountain Avenue and new storm drain pipe running south along the western side of North Mountain Avenue to eliminate a "bubble up" identified by the City on N Mountain Avenue south of B Street.



Storm Water Fund

Project Name: **Siskiyou Blvd at University Way**

Proj #: TBD

Total Project Cost: **$150,000**

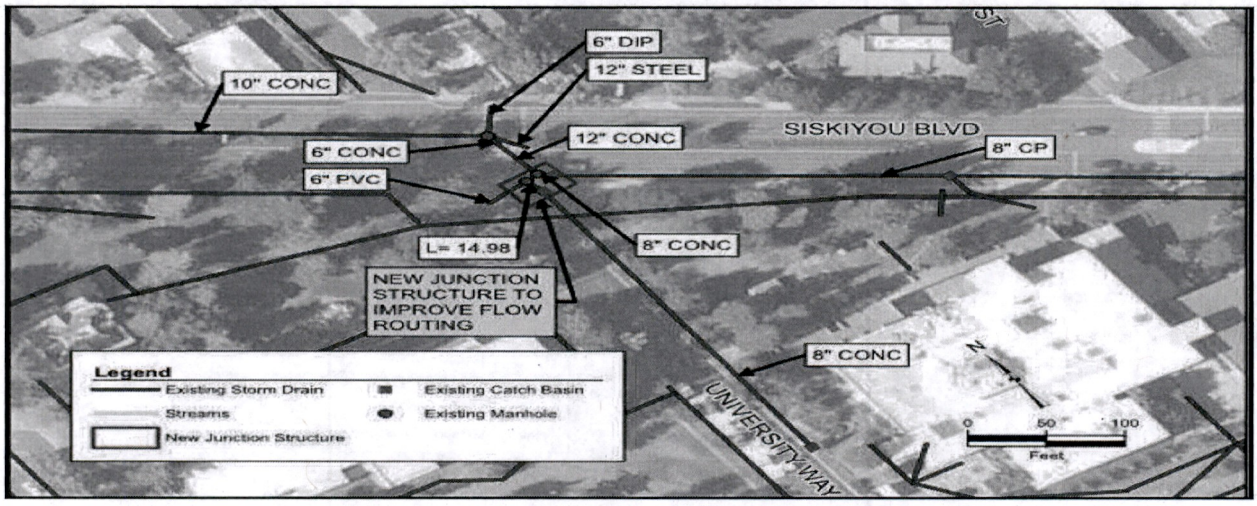
Duration: one year

	FY24	FY25
Expenses:		
Design	$30,000	
Construction	$120,000	
Revenues:		
Fees	$132,450	
SDCs	$17,550	
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include life cycle replacement and ongoing inspection and cleaning requirements associated with the city's municipal storm sewer Department of Environmental Quality Permit (MS4).

Description: The City has reported flooding at the intersection of University Way and Siskiyou Boulevard. The City reports that debris accumulates in flat pipes and a pond will form around the manhole on the southern side of the intersection including a portion of the sidewalk, primarily caused by flat grades of existing storm drain piping. The City would like to reduce flooding by replacing the existing junction structure.

This project will include installation of a new larger junction structure, a new catch basin, and all associated piping. The junction structure will replace the two existing junction structures at the intersection of University Way and Siskiyou Boulevard. The junction will be designed to remove the blind tee that the City has identified as a problem and reduce debris accumulation in the pipes by improving hydraulic routing. The new junction will connect to existing piping at this intersection. The catch basin will be placed to allow improved access to the sidewalk via the accessibility ramp cut into the curb.



Storm Water Fund

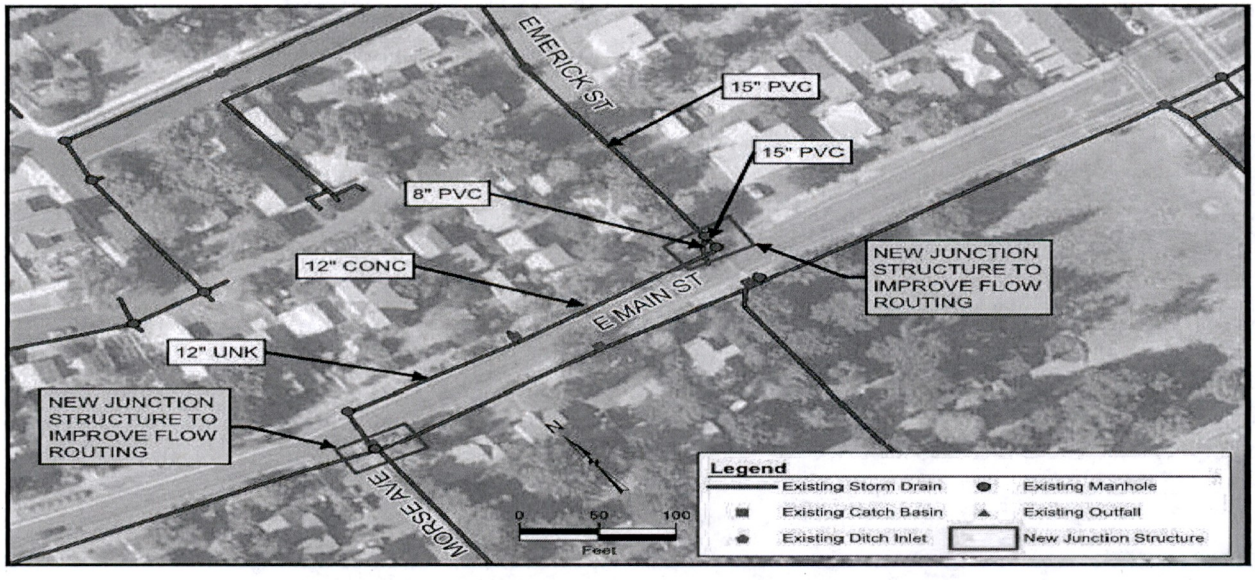
Project Name: **East Main Street at Emerick Street** Proj #: TBD

Total Project Cost: **$270,000** Duration: one year

	FY24	FY25
Expenses:		
Design		$54,000
Construction		$216,000
Revenues:		
Fees		$238,410
SDCs		$31,590
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses include life cycle replacement and ongoing inspection and cleaning requirements associated with the city's municipal storm sewer Department of Environmental Quality Permit (MS4).

Description: The City has reported a flooding problem along East Main Street between Morse Avenue and Emerick Street. The City reports that water flowing in the conveyance along East Main Street blows off the manhole lid at the corner of East Main Street and Emerick Street. The likely cause of the hydraulic constriction is the flat grade of the existing storm drain system along East Main Street. The City would like to reduce flooding by improving two junction structures in the flooded area.
This project will include replacing two junction structures on East Main Street. Both the junction on East Main Street at Morse Avenue and the junction on East Main Street at Emerick Street will be replaced with structures designed to reduce energy losses and improve hydraulic routing that will tie into the existing storm drain system.



AIRPORT PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY25				
Airport					FY24	FY25	Project Totals	Other (grants)	Fees & Rates (debt)
Entitlement Grant - Airport Improvements - Taxiway Rehabilitation (Construction)			X	X	$ 1,200,000	$ -	$ 1,200,000	$ 1,080,000	$ 120,000
North Apron Reconstruction & Expansion: Ph 1 - Environmental & Design		X		X	$ 333,000	$ -	$ 333,000	$ 299,700	$ 33,300
North Apron Reconstruction & Expansion: Ph 2 - Construction		X		X	$ -	$ 3,242,000	$ 3,242,000	$ 2,917,800	$ 324,200
AIRPORT					$ 1,533,000	$ 3,242,000	$ 4,775,000	$ 4,297,500	$ 477,500

Airport Fund

Project Name: **Oregon Department of Aviation Taxiway Rehabilitation** Proj #: TBD

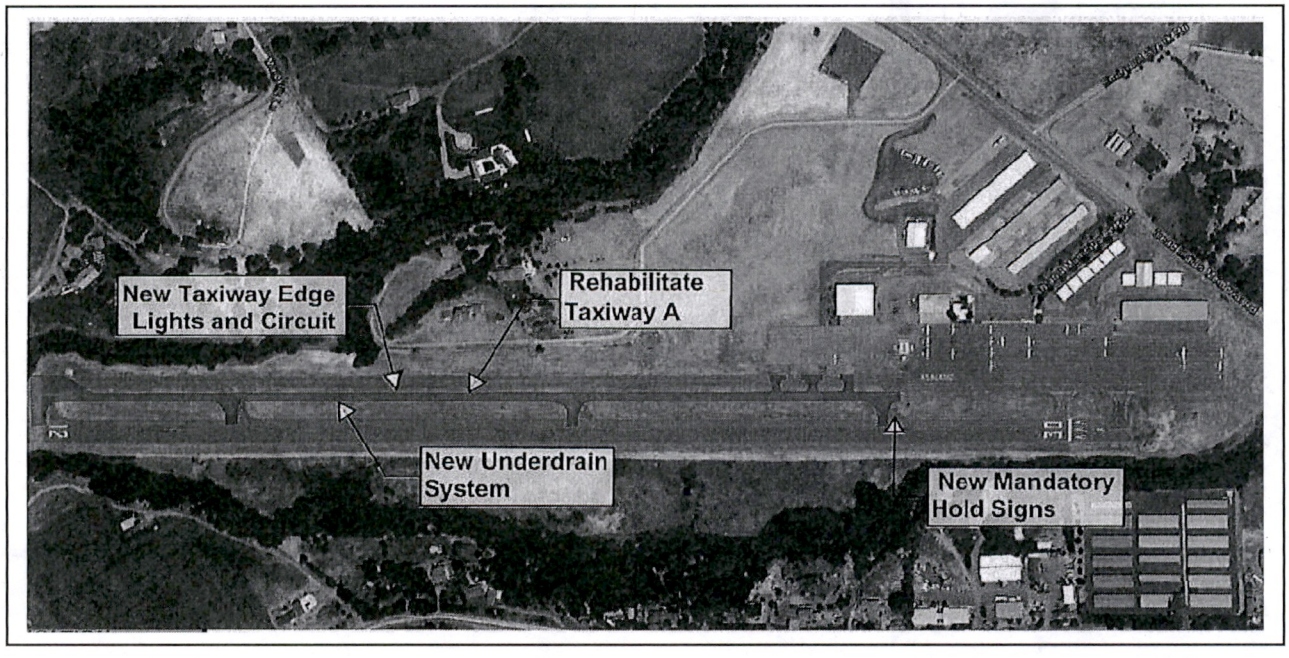
Total Project Cost: **$1,200,000** Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction	$1,200,000	
Revenues:		
Fees	$120,000	
SDCs		
Grant		
Other	$1,080,000	

Grant: The Federal Aviation Administration has funded this project at 90%. The City has also received a Critical Oregon Airport Relief (COAR) grant that will fund $150,000 of the total 10% match required.

Anticipated Long Term Expenses: include continued maintenance of asphalt for the airport.

Description: The airport's parallel taxiway is shown in the 2016 ODA Pavement Maintenance report as satisfactory to poor. Work elements for the project are general mill and overlay of the taxiway, new subsurface drainage, new taxiway edge lights and new mandatory lighted hold position signs. Project is intended to be grant funded at 99% with a 1% match through the Airport Fund.



Airport Fund

Project Name: **North Apron Reconstruction Project** **Project#:** (TBD)

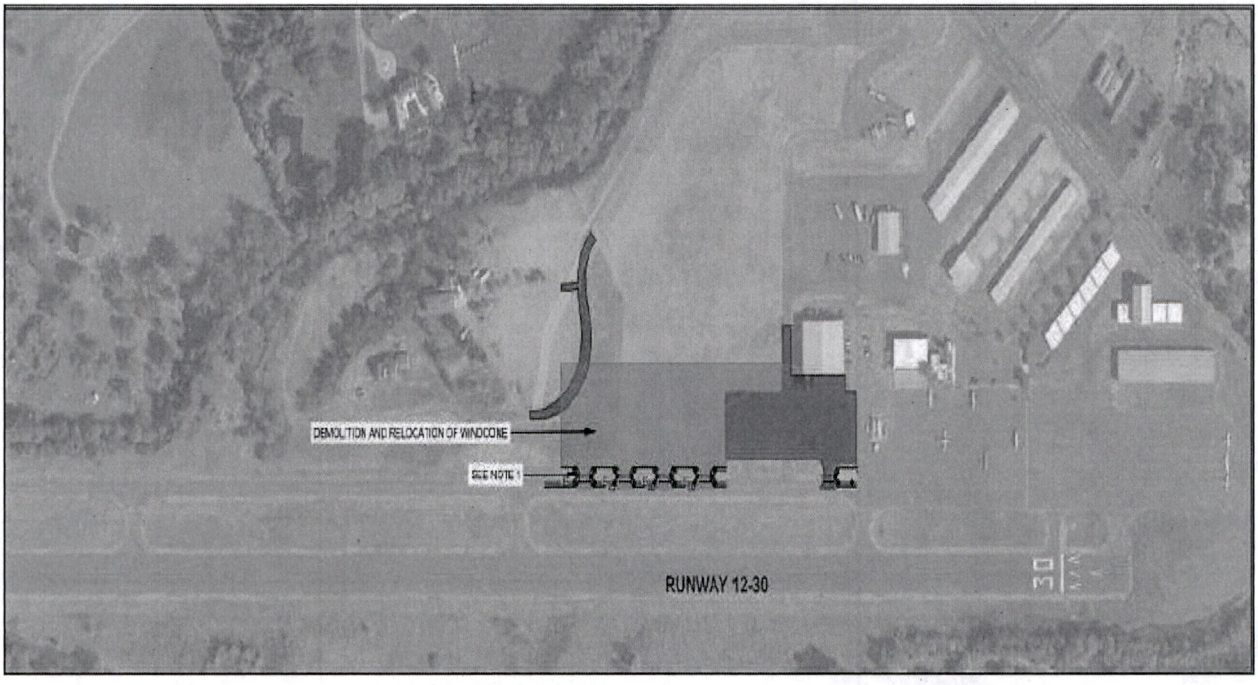
Total Project Cost: **$3,575,000** **Duration:** 2 year

	FY24	FY25
Expenses:		
Design	$333,000	
Construction		$3,242,000
Revenues:		
Fees	$33,300	$324,200
SDCs		
Grant	$299,700	$2,917,800
Other		

Grant: It is expected that the Oregon Department of Aviation will fund this as 90% grant. The City will apply for a Critical Oregon Airport Relief (COAR) grant that could fund 9% or a max of $250,000 of the 10% remaining project cost.

Anticipated Long Term Expenses: Long term expenses are part of the overall maintenance process.

Description: The North Apron was originally constructed in 1995 and has reached the end of its useful life. The 2019 PCI value for the North Apron was 54 and was projected to be 53 in 2024. The Airport has an increased need for tie down spaces, and the 2020 Master Plan identified an Apron expansion to the north as a priority project. This project will reconstruct the existing North Apron pavement and construct new pavement with connector taxiways to Taxiway A consistent with the ALP.



ADMINISTRATION - FACILITIES PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY25			Other (grants)	Fees & Rates (debt)
Facilities					FY24	FY25	Project Totals		
City Facility Upgrades & Maintenance	X	X	X	X	$ 280,000	$ 280,000	$ 560,000	$ -	$ 560,000
City Facility Optimization Program					$ 250,000	$ 250,000	$ 500,000	$ -	$ 500,000
Briscoe School Improvements			X	X	$ 1,300,000	$ -	$ 1,300,000	$ 1,300,000	$ -
Community Center & Pioneer Hall Rehabilitation	X		X	X	$ 1,953,074	$ -	$ 1,953,074	$ -	$ 1,953,074
Deffered Maintenance of Major Facilities	X	X	X	X	$ 250,000	$ 250,000	$ 500,000		$ 500,000
FACILITIES					**$ 4,033,074**	**$ 780,000**	**$ 4,813,074**	**$ 1,300,000**	**$ 3,013,074**

Facilities Fund

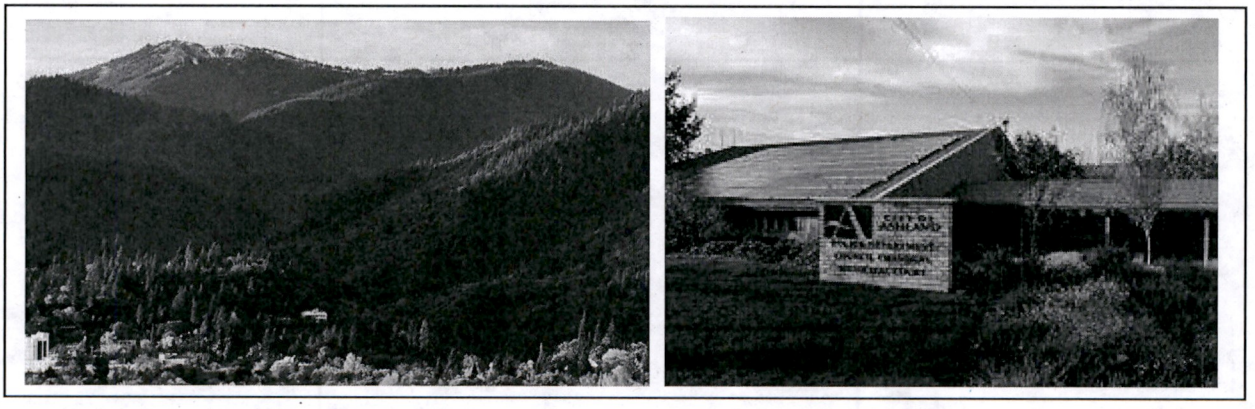
Project Name: **City Facilities Miscellaneous Upgrades and Renovations** Proj #: 704100

Total Project Cost: **$560,000** Duration: continual

	FY24	FY25
Expenses:		
Design	$28,000	$28,000
Construction	$252,000	$252,000
Revenues:		
Fees	$280,000	$280,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: City facilities must be adequately maintained and have funds set aside and protected for future major expenses and capital repair items (roof, HVAC, electric, security, etc.).

Description: This project allocates funding in the in-house capital improvements for miscellaneous upgrades, replacements and repairs for systems (HVAC, electrical, siding, flooring, roofing, etc.).



Facilities Fund

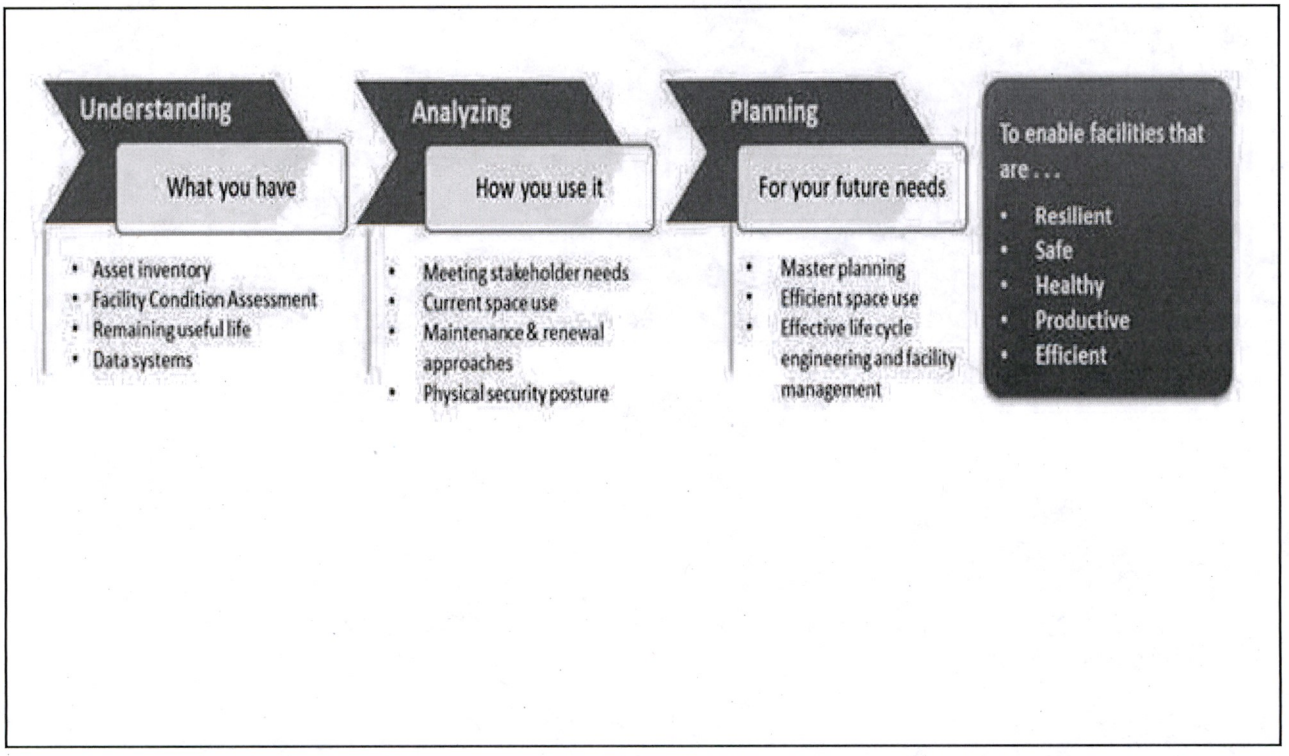
Project Name: **City Facility Optimization Program** Proj #: 704200

Total Project Cost: **$500,000** Duration: 2 years

	FY24	FY25
Expenses:		
Design	$250,000	
Construction		$250,000
Revenues:		
Fees	$250,000	$250,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: Any proposed improvements or building modifications to support changes in community meeting and staffing needs will generate long term building maintenance and energy consumption requirements.

Description: Project(s) are meant to improve current city building functionality from both a basic operational standpoint, but also provide better public meeting space and improved customer service interactions. Improvements would be designated from performing an updated Facility Planning, Space Needs and Optimization Plan. The plan will look at City operation functionality within each public building and recommend structural changes that could include changing and combining divisions, improving public meeting spaces and customer service locations that might lead to the ability to divest in some City owned buildings.



Facilities Fund

Project Name: **Briscoe School Improvements** Proj #: TBD

Total Project Cost: **$1,300,000** Duration: 1 years

	FY24	FY25
Expenses:		
Design		
Construction	$1,300,000	
Revenues:		
Fees		
SDCs		
Grant	$1,300,000	
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long-term building maintenance and energy consumption requirements.

Description: The City of Ashland received grant funding for Briscoe School improvements to support the Oregon Childhood Development Coalition use of the buildings. Improvements include roof replacement, floor replacement, asbestos mitigation and potentially upgrading the HVAC Systems



Facilities Fund

Project Name: **Pioneer Hall & Community Center Rehabilitation** Proj #: 704200

Total Project Cost: **$1,953,074** Duration: 1 years

	FY24	FY25
Expenses:		
Design	$195,000	
Construction	$1,758,074	
Revenues:		
Fees	$1,953,074	
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: The proposed improvements will generate long term building maintenance and energy consumption requirements. Once back in operation the buildings will be able to be rented for use to cover general overhead.

Description: Pioneer Hall and the Community Center have known structural and accessibility deficiencies. These have been identified through prior engineering analysis. Preliminary design plans have been developed for Pioneer Hall and general recommendations for improvements have been developed for the Community Center. The project will finalize engineering and architectural plans to bring the structures up to current building code along with improving accessibility to meet Americans with Disabilities access and use requirements.



Facilities Fund

Project Name: **City Facility Deferred Maintenance Program** Proj #: 704200

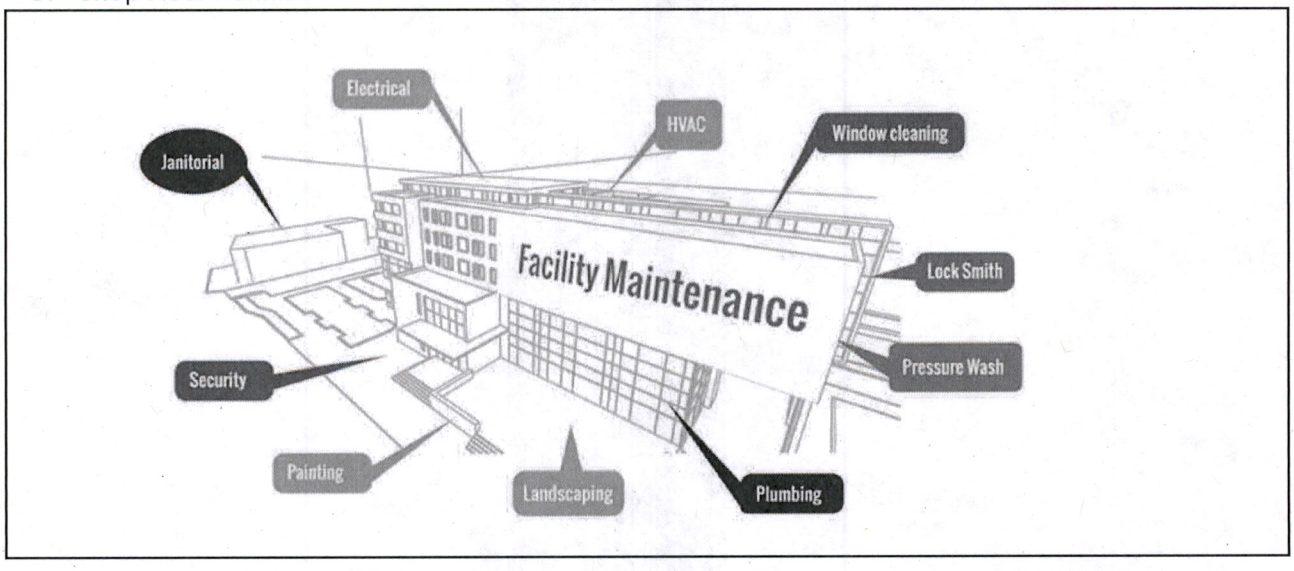
Total Project Cost: **$1,500,000 over 6 years** Duration: On-Going

	FY24	FY25
Expenses:		
Design	$50,000	$50,000
Construction	$200,000	$200,000
Revenues:		
Fees	$250,000	$250,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses are tied to life cycle replacement and facility upgrades required to improve operational efficiency, reduce energy & water consumptions and enhance customer service experiences.

Description: Project(s) are meant to systematically tackle deferred and previously unfunded maintenance. Projects include the life cycle replacement of major facility infrastructure will reducing energy and water use, improving accessibility and overall building functions. Major projects needs for FY24 & FY25 include:

1. Fleet Shop – Hoist Replacement, Oil Tank Replacement, Compressor Replacement
2. Courts – Roof and Associated Structure improvements
3. Police – Secondary Heat
4. General – Parking Lot Paving Maintenance
5. Fire Station #1 – Flooring
6. City Hall- HVAC Systems
7. Service Center – Fuel Island
8. Community Development – Window Tint
9. Shop Floor Refinish



ELECTRIC PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY29				
Electric					**FY24**	**FY25**	**Project Totals**	**Other (grants)**	**Fees & Rates (debt)**
Wildfire Mitigation					$ 50,000	$ 50,000	$ 100,000	$ -	$ 100,000
Substation Upgrades					$ 850,000	$ 100,000	$ 950,000	$ -	$ 950,000
Underground Expansion					$ 75,000	$ 100,000	$ 175,000	$ -	$ 175,000
Circuit Automation					$ -	$ 100,000	$ 100,000	$ -	$ 100,000
Underground Cable Replacement					$ 50,000	$ 100,000	$ 150,000	$ -	$ 150,000
Electric Master Plan					$ -	$ 100,000	$ 100,000	$ -	$ 100,000
ELECTRIC					**$ 1,025,000**	**$ 550,000**	**$ 1,475,000**	**$ -**	**$ 1,475,000**

Electric Fund

Project Name: **Wildfire Mitigation**

Proj #: 704200

Total Project Cost: **$500,000**

Duration: On-Going

	FY24	FY25
Expenses:		
Design	$50,000	$50,000
Construction		
Revenues:		
Fees	$50,000	$50,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses:

Description: The Electric Department intends to have an assessment done to identify wildfire risk associated with the electric distribution system. Then using that assessment, prioritize and plan system upgrades to reduce the chances of the electric system causing a fire, and to reduce the potential impact a fire would have on the system. Some upgrades have already been done using information learned from industry partners.

Electric Fund

Project Name: **Sub-station upgrades** Proj #: TBD

Total Project Cost: **$1,000,000** Duration: 2-3 years

	FY24	FY25
Expenses:		
Design		
Construction	$850,000	$150,000
Revenues:		
Fees	$850,000	$150,000
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses:

Description: Upgrades to increase capacity of the Mountain Ave sub-station will increase the resiliency of the utility and insure that the utility will be able to meet the demands that are anticipated with the adoption of electric vehicles and the switching to electricity from natural gas in homes and businesses.



Electric Fund

Project Name: **Underground Expansion** Proj #: TBD

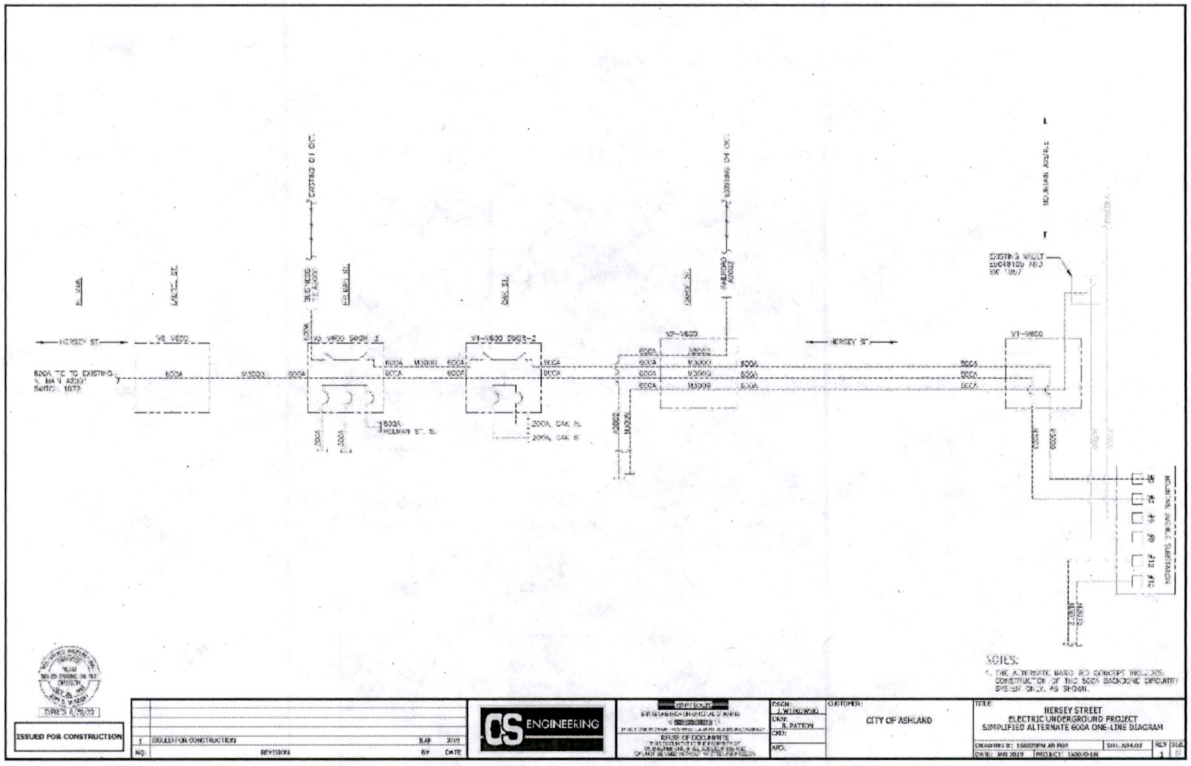
Total Project Cost: **$175,000** Duration: 3 years

	FY24	FY25
Expenses:		
Design		
Construction	$75,000	$100,000
Revenues:		
Fees	$75,000	$100,000
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses:

Description: Installation of the underground conductors and associated equipment necessary for loads currently served from the Ashland sub-station to be served from Mountain Ave.



Electric Fund

Project Name: **Circuit Automation** Proj #: TBD

Total Project Cost: **$100,000** Duration:

	FY24	FY25
Expenses:		
Design		
Construction		$100,000
Revenues:		
Fees		$100,000
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses:

Description: Automated circuit switching installed in areas considered sensitive and or critical. This equipment can recognize faults on the distribution system, isolated the faulted area, and restore service from an alternate source. When installed and properly configured the self-healing design reduces outage restoration times and service can in some cases be restored without the need for onsite personnel.

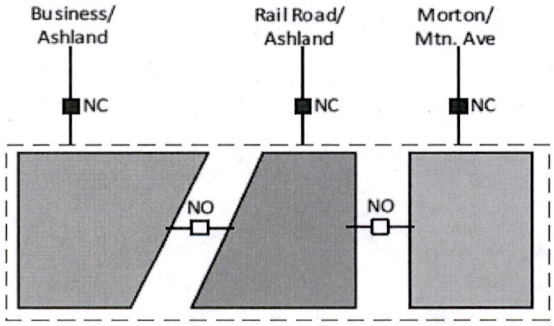


*Figure 9: Option 2 using reclosers with sectionalizer – **Normal Condition**. (Purple: Business Feeder, Brown: Rail Road Feeder, and Green: Morton Feeder)*

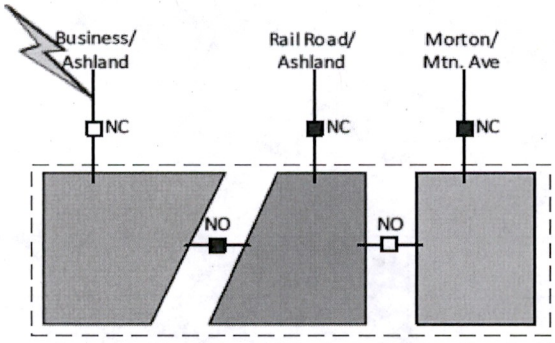


*Figure 10: Option 2 using reclosers with sectionalizer – **Loss of Business Feeder**. (Purple: Business Feeder, Brown: Rail Road Feeder, and Green: Morton Feeder)*

Electric Fund

Project Name: **Underground Cable Replacement** Proj #: TBD

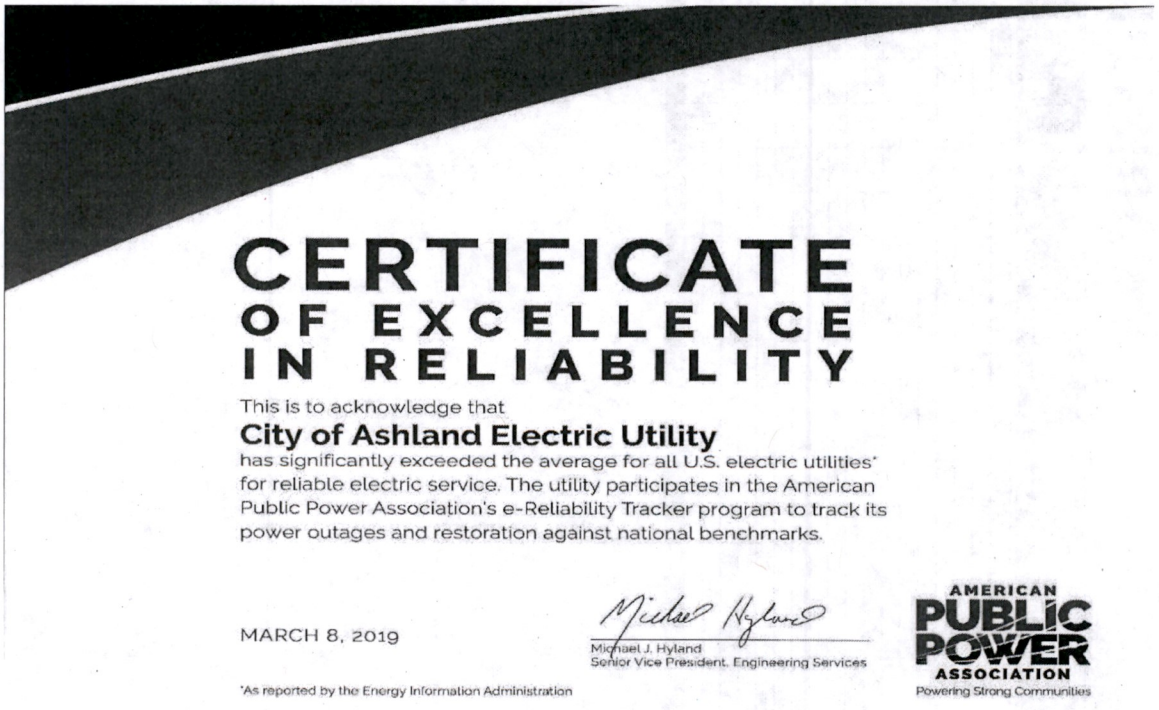
Total Project Cost: **$150,000** Duration: Ongoing

	FY24	FY25
Expenses:		
Design		
Construction	$50,000	$100,000
Revenues:		
Fees	$50,000	$100,000
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses:

Description: Targeted replacement of known aging underground cable prior to failure and replacement of segments that do fail. Underground primary conductors are typically expected to have a service life of 30 years, a service life of 40 or more years is not uncommon, it is still advisable to plan for replacement prior to failure.



CERTIFICATE
OF EXCELLENCE
IN RELIABILITY

This is to acknowledge that
City of Ashland Electric Utility
has significantly exceeded the average for all U.S. electric utilities* for reliable electric service. The utility participates in the American Public Power Association's e-Reliability Tracker program to track its power outages and restoration against national benchmarks.

MARCH 8, 2019

Michael J. Hyland
Senior Vice President, Engineering Services

*As reported by the Energy Information Administration

AMERICAN PUBLIC POWER ASSOCIATION
Powering Strong Communities

PARKS PROJECTS

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle	Project Totals FY24-FY29					
Parks & Recreation					FY24	FY25	Project Totals	Park SDC	Other (grants)	Food & Beverage
Dept Payments (Calle, Briscoe, Garfield)					$ 187,687	$ 187,047	$ 374,734	$ -	$ -	$ 374,734
Real Estate Acquisition					$ 234,878	$ 150,000	$ 384,878	$ 384,878	$ -	$ -
Repair Butler Perozzi Fountain					$ 650,000	$ -	$ 650,000	$ -	$ 650,000	$ -
Japanese Garden					$ 50,000	$ 50,000	$ 100,000	$ -	$ 100,000	$ -
Ashland Creek Basketball Court					$ -	$ 100,000	$ 100,000	$ -	$ -	$ 100,000
E. Main Park Development					$ 1,266,100	$ -	$ 1,266,100	$ -	$ 941,100	$ 325,000
E. Main Park Pump Track					$ 75,000	$ -	$ 75,000	$ -	$ -	$ 75,000
Daniel Meyer Pool - Rebuild					$ 2,000,000	$ 8,200,000	$ 10,200,000	$ -	$ 8,000,000	$ 2,200,000
Kestrel Park Pedestrian Bridge					$ 700,000	$ -	$ 700,000	$ -	$ 550,000	$ 150,000
Building Maintenance (sinking/depriciation facilitites fund)					$ 150,000	$ 150,000	$ 300,000	$ -	$ -	$ 300,000
Secondary Irrigation Improvements					$ 50,000	$ 50,000	$ 100,000	$ -	$ -	$ 100,000
Parking Lot/Road/Sidewalk Concrete Repairs					$ 150,000	$ 150,000	$ 300,000	$ -	$ -	$ 300,000
Oak Knoll Golf Course Improvements					$ 550,000	$ -	$ 550,000	$ -	$ -	$ 550,000
Lithia Park Improvements					$ 150,000	$ 150,000	$ 300,000	$ -	$ 150,000	$ 150,000
Capital Outlay					$ 175,000	$ 175,000	$ 350,000	$ -	$ -	$ 350,000
General Maintenance					$ 422,545	$ 422,545	$ 845,090	$ -	$ -	$ 845,090
ICC Irrigation Control					$ 100,000	$ 100,000	$ 200,000	$ -	$ -	$ 200,000
PARKS & RECREATION					**$ 6,911,210**	**$ 9,884,592**	**$ 16,795,802**	**$ 384,878**	**$ 10,391,100**	**$ 6,019,824**

Parks CIP

Project Name: **Real Estate Acquisitions**

Proj #: N/A

Total Project Cost: **$384,878**

Duration: On-going

	FY24	FY25
Expenses:		
Design		
Construction		
Other	$234,878	$150,000
Revenues:		
F$B Taxes		
SDCs	$234,878	$150,000
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses: Minor trail maintenance expenses for new easements or acquisitions would occur as needed.

Description: Purchasing of easements or real estate that will further the goals of trail connectivity.

View the Parks, Trails, and Open Space Program



Parks CIP

Project Name: **Repair Butler Perozzi Fountain**

Proj #: 000023

Total Project Cost: **$650,000**

Duration: 1 Year

	FY24	FY25
Expenses:		
Design		
Construction	$650,000	
Other		
Revenues:		
F$B Taxes		
SDCs		
Grant	$650,000	
Other		

Explain "other":

Anticipated Long Term Expenses: On-going regular maintenance will occur annually.

Description: This project will fund the repair and restoration of the Butler-Perozzi Fountain in Lithia Park. The Fountain is a prominent, well-known and historic feature in Lithia Park.

For more information visit Butler Perozzi Fountain Project



Parks CIP

Project Name: **Japanese Garden**

Proj #: 000745

Total Project Cost: **$100,000**

Duration: On-going

	FY24	FY25
Expenses:		
Design		
Construction	$50,000	$50,000
Revenues:		
Fees		
SDCs		
Grant	$50,000	$50,000
Other		

Explain "other":

Anticipated Long Term Expenses: On-going regular maintenance will occur annually. APRC has an MOU with Ashland Parks Foundation to provide $60,000 annually for ten years to help offset the maintenance costs. The Ashland Japanese Garden Advisory Committee will be advising APRC and working to raise additional funds to cover maintenance expenses.

Description: The Ashland Japanese Garden was construction with a grant from the Ashland Parks Foundation. A majority of the project was completed, and the garden opened in October of 2022. Additions to the garden will be grant funded. https://www.ashlandjapanesegarden.org/



Parks CIP

Project Name: **Ashland Creek Park Basketball/Sports Court** Proj #: 000718

Total Project Cost: **$100,000** Duration: 1 Years

	FY24	FY25
Expenses:		
Design		
Construction		$100,000
Revenues:		
Food & Beverage Tax		$100,000
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses: General pavement maintenance and striping.

Description: This project funds the second phase of the Ashland Creek Park Improvement which includes a sports court. This court will be striped for multiple uses.



Parks CIP

Project Name: **East Main Park Development** Proj #: 000742

Total Project Cost: **$1,266,100** Duration: 2 years

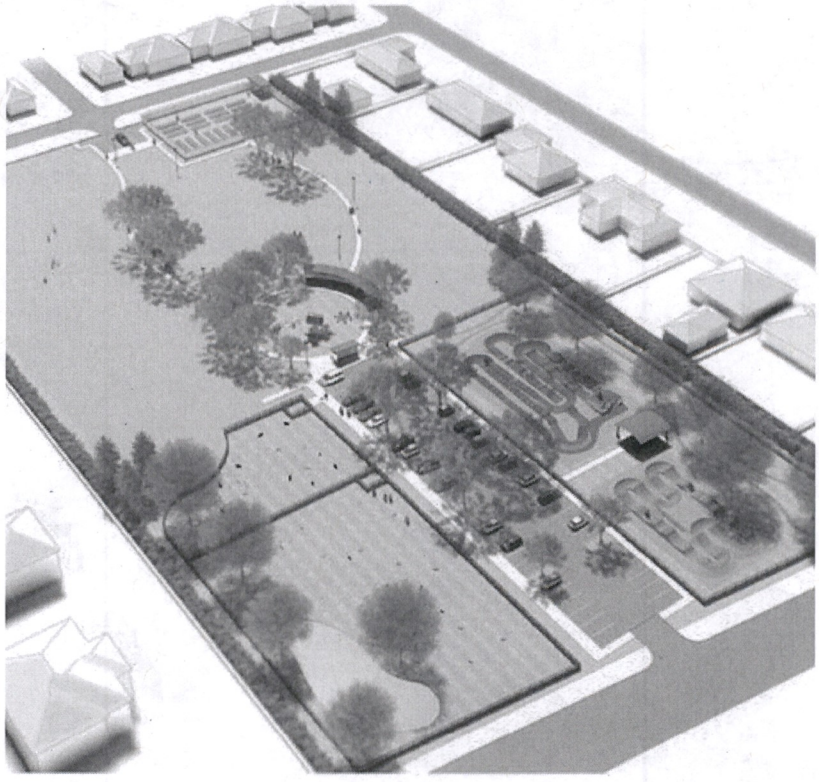
	FY24	FY25
Expenses:		
Design		
Construction	$1,266,100	
Other		
Revenues:		
F&B Taxes	$325,000	
SDCs		
Grant		
Other	$941,100	

Explain "other": Proceeds from sale of YMCA Park to the YMCA and 2505 Villard St Property for affordable housing.

Anticipated Long Term Expenses: Undetermined at this time. A project goal is to design this park to be low maintenance with minimal water use.

Description: This project will fund the development of 6.52 acers at East Main Street as a neighborhood park including a dog park, community garden, play area, pump track and walking trails.

View the East Main Park Project



Parks CIP

Project Name: **East Main Park Pump Track** Proj #: Unassigned

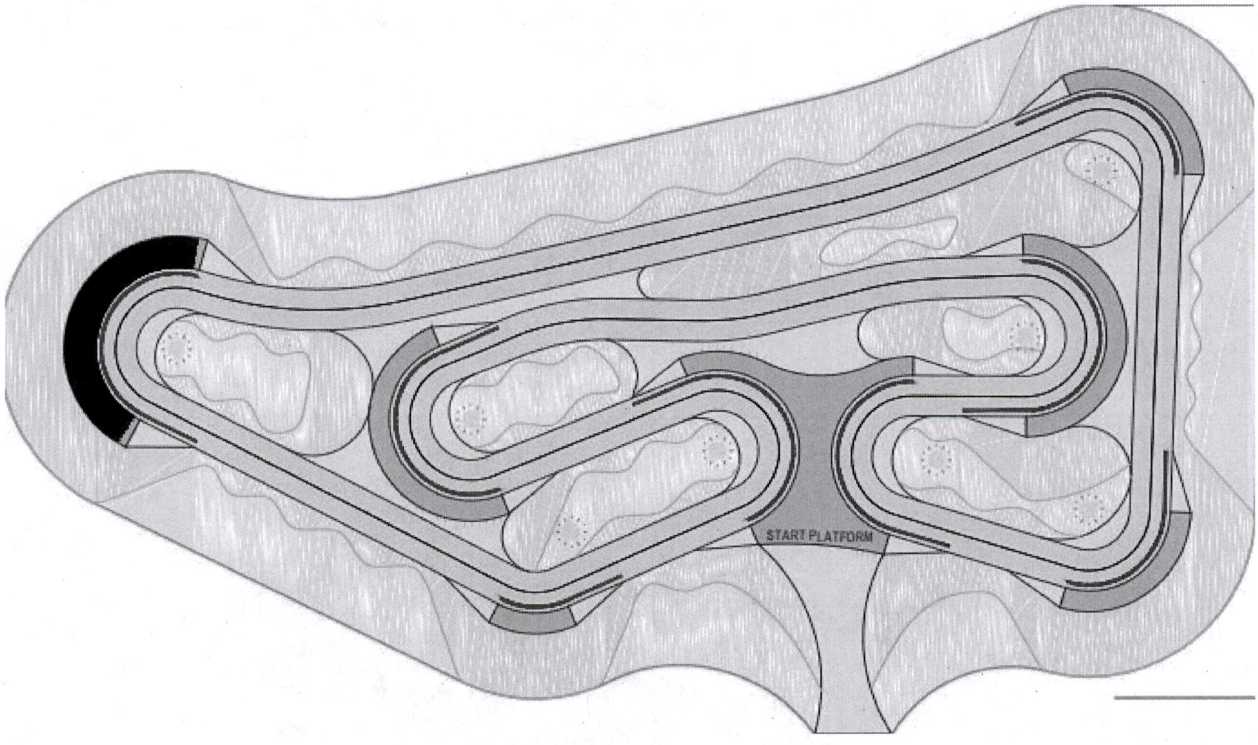
Total Project Cost: **Undetermined - Still in design phase** Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction	$75,000	
Other		
Revenues:		
F&B Taxes	$75,000	
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses: On-going regular maintenance will occur once constructed.

Description: To help fund the Bike Pump track and skills park at the East Main Park. A majority of this project will be grant funded by the Rogue Valley Mountain Bike Association (RVMBA)



Parks CIP

Project Name: **Daniel Meyer Memorial Pool Rebuild** Proj #: 000706

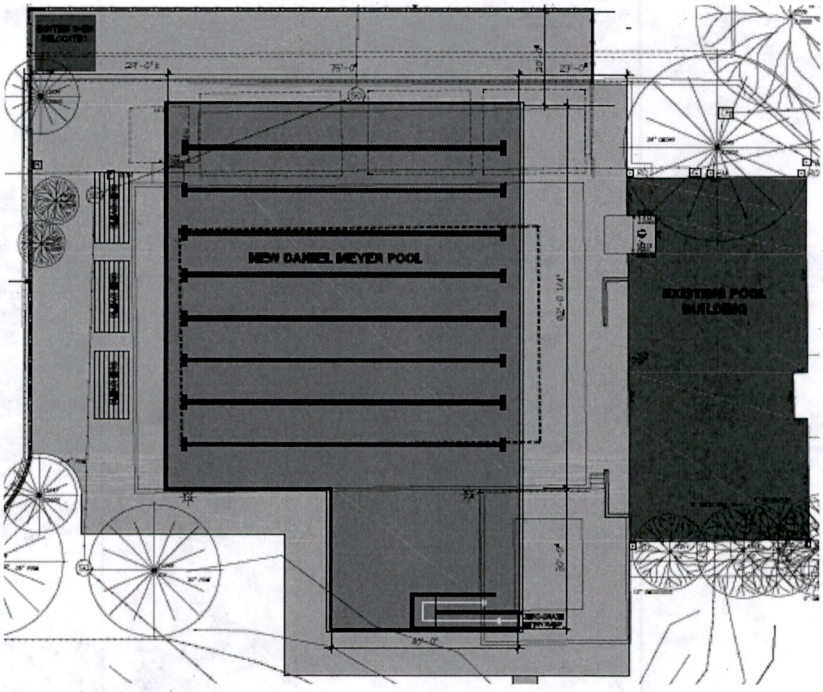
Total Project Cost: **$10,200,000** Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction	$2,000,000	$8,200,000
Other		
Revenues:		
F&B Taxes	$2,000,000	
SDCs		
Grant		
Other		$8,200,000

Explain "other": Proposed bond or grant

Anticipated Long Term Expenses: Construction of a new facility should decrease annual facility maintenance costs when compared to the aging infrastructure that is currently in place. Improvements to the Daniel Meyer Pool will reduce energy use in accordance with CEAP, which could result in an increase in utility expenses.

Description: This project will provide funding for construction of a new municipal swimming pool, including the possibility of a permanent cover. The current Daniel Meyer Pool is approaching its useful life expectancy and will need to be replaced or restored.



Parks CIP

Project Name: **Kestral Park Pedestrian Bridge** Proj #: 000768

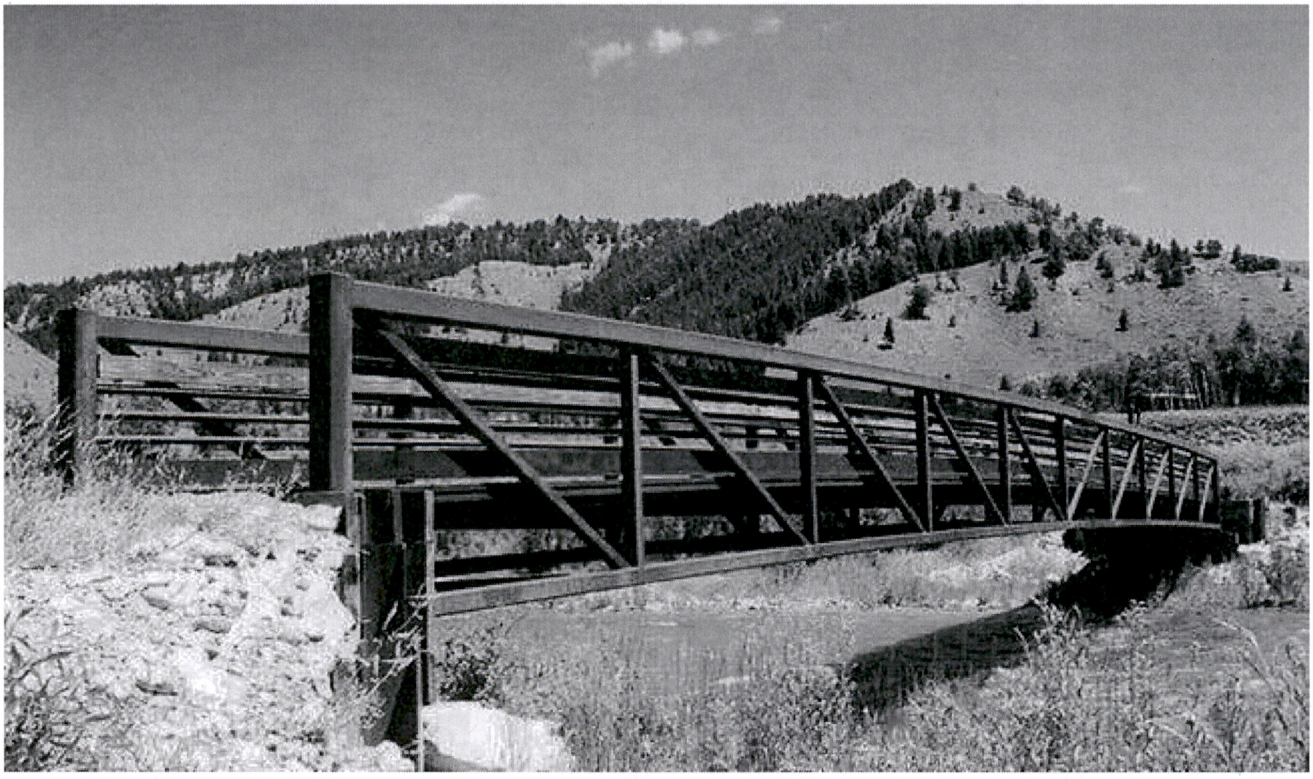
Total Project Cost: **$700,000** Duration: 2 years

	FY24	FY25
Expenses:		
Design	$100,000	
Construction	$600,000	
Other		
Revenues:		
F&B Taxes	$150,000	
SDCs		
Grant	$550,000	
Other		

Explain "other":

Anticipated Long Term Expenses: Regular maintenance will occur as needed.

Description: This project will fund the design and construction of a pedestrian and bicycle bridge at Kestral Park from the west side of Bear Creek to Kestral Park on the east side of Bear Creek. This bridge is part of the eventual expansion of the Bear Creek Greenway and will provide much needed pedestrian and bike access from both sides of the creek. APRC is partnering with the Bear Creek Greenway Foundation to accomplish this project which will largely funded by grants.



Parks CIP

Project Name: **Master Plan for all Parks**

Proj #: Unassigned

Total Project Cost: **$150,000**

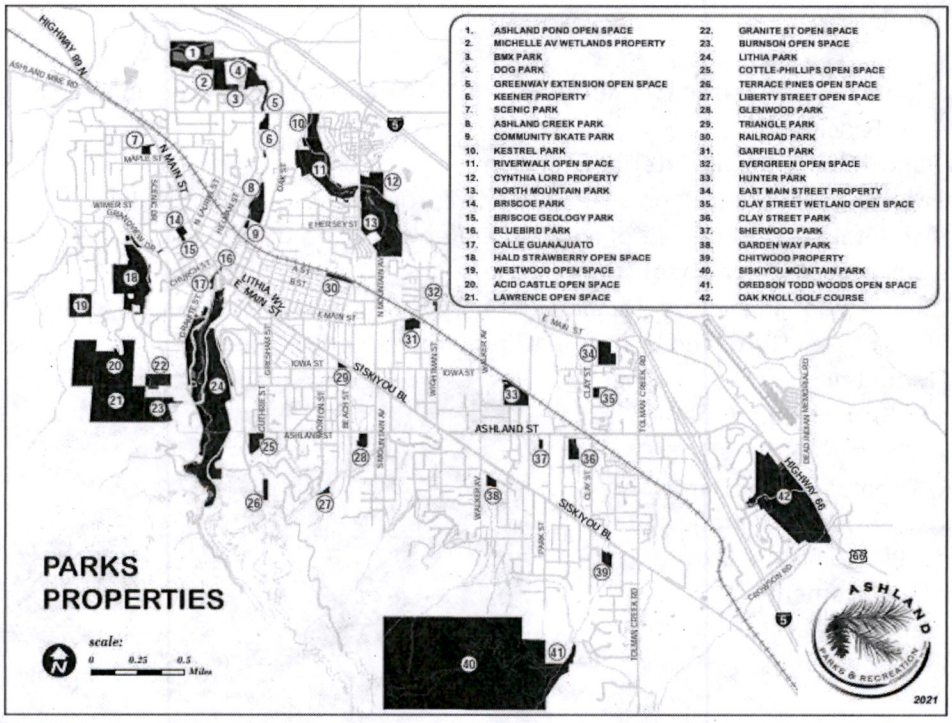
Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction		
Other	$150,000	
Revenues:		
F&B Taxes	$150,000	
SDCs		
Grant		
Other		

Explain "other": Consultants will lead the Master Plan project.

Anticipated Long Term Expenses: N/A

Description: Perform a system wide master plan for all APRC facilities to identify short and long-term projects throughout the system and identify comprehensive levels of service goals for the parks division.



Parks CIP

Project Name: **APRC Building Maintenance**

Proj #:

Total Project Cost: **$300,000 over 2 years**

Duration: On-Going

	FY24	FY25
Expenses:		
Design	$25,000	$25,000
Construction	$125,000	$125,000
Revenues:		
F&B	$150,000	$150,000
SDCs		
Grant		
Other		

Anticipated Long Term Expenses: Long term expenses are tied to life cycle replacement and facility upgrades required to improve operational efficiency, reduce energy & water consumptions and enhance customer service experiences.

Description: Project(s) are meant to systematically tackle deferred and previously unfunded maintenance. Projects include the life cycle replacement of major facility infrastructure will reducing energy and water use, improving accessibility and overall building functions. Major projects needs for FY24 & FY25 include:

1. Senior Center – Roof and Gutter Replacement, HVAC and Water Heater Upgrades/Replacement, Sidewalks, Fencing
2. Lithia Park Shop – Fencing, Interior Restrooms,
3. Daniel Meyer Pool Locker Rooms – Plumbing Improvements, ADA Accessibility, Roof Drains
4. North Mountain Park Shop – Roof and Gutter Replacement, Office Expansion, HVAC and Water Heater Upgrades/Replacement
5. OKGC Shop – Roof and Gutter Repair, Flooring, HVAC and Water Heater Upgrades/Replacement
6. OKGC Clubhouse - HVAC and Water Heater Upgrades/Replacement
7. North Mountain Park Outbuildings - – Roof and Gutter Replacement, Exterior Paint
8. Park Restrooms – Door Hardware Replacement, Lock Upgrades, Roofing, Plumbing and Fixture Repair/Replacement
9. Lithia Park Offices – Gutter Repair, Office Improvements



Parks CIP

Project Name: **Alternative Irrigation Improvements**

Proj #: Unassigned

Total Project Cost: **$100,000**

Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction		
Other	$50,000	$50,000
Revenues:		
F&B Taxes	$50,000	$50,000
SDCs		
Grant		
Other		

Explain "other": Irrigation Improvements include possible design and construction to connect to water sources other than Ashland potable water.

Anticipated Long Term Expenses: Annual maintenance and utility expenses should decrease once improvements have been made.

Description: Explore and implement converting parks irrigation from potable to non-potable irrigation water with secondary irrigation connections. This project will pay for design and installation including all appurtenances and other infrastructure required to complete the project.



Parks CIP

Project Name: **Parking lot/Road/Sidewalk Concrete Repairs**

Proj #: Unassigned

Total Project Cost: **$300,000**

Duration: 2 years

	FY24	FY25
Expenses:		
Design		
Construction	$150,000	$150,000
Other		
Revenues:		
F&B Taxes	$150,000	$150,000
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses: N/A

Description: This project is to repair, maintain and improve Parking lots, roads, and sidewalks throughout the APRC system. Major projects needs for FY24 & FY25 include:

1. Community Garden Access and Pathway Improvements
2. Lithia Park ADA Improvements – Stairs, Ramps, Curb Cuts, Cross Walks, Handrails
3. Pedestrian Bridge Evaluation and Repair – Lithia Park
4. Skate Park Repairs – Some minor repairs are necessary for the safety and usability of the facility.
5. Concrete Repair and Replacement – Lithia Park and Hunter Park





Project Name: **Oak Knoll Golf Course Improvements** Proj #: 000717

Total Project Cost: **$550,000** Duration: 2 Years

	FY24	FY25
Expenses:		
Design	$100,000	
Construction	$450,000	
Other		
Revenues:		
F&B Taxes	$550,000	
SDCs		
Grant		
Other		

Explain "other":

Anticipated Long Term Expenses:

Description: To make improvements to the Oak Knoll Golf Course including sustainable re-design of the course, a playground, and sports courts.



Parks CIP

Project Name: **Lithia Park Improvements**

Proj #: Unassigned

Total Project Cost: $300,000

Duration: 2 years

	Prior Yrs	FY24	FY25
Expenses:			
Design			
Construction		$150,000	$150,000
Other			
Revenues:			
F&B Taxes		$150,000	
SDCs			
Grant			$150,000
Other			

Explain "other":

Anticipated Long Term Expenses: N/A

Description: This project will fund improvements in Lithia Park. Lithia Park is the oldest park in the APRC system. The park has many years of deferred maintenance that should be addressed before facilities become unusable or unsafe. Some of the examples of improvements to the Park include:

1. Replacement of damaged or missing fences in planter areas and erosion control areas.
2. Picnic Area Rehab – Cotton Picnic area and other smaller picnic areas require replacement of tables and other park furniture.
3. Pedestrian Bridge Replacement – This project can assist the pavement and access program to replace bridges in Lithia Park if necessary. Bridges are by far the most expensive access improvements in the park.
4. Playground – Lithia Park's playground is one of the most popular in the park, as a result the equipment experiences failures sooner than other parks and this project will help replace equipment as needed.
5. Cotton area restroom repair or replacement.
6. Drinking fountain repair and replacements.
7. Lithia Park Upper and Lower Duck Pond Improvements.



Parks CIP

Project Name: **Capital Outlay Projects**

Proj #: Unassigned

Total Project Cost: $350,000

Duration: 2 years

	Prior Yrs	FY24	FY25
Expenses:			
Design		$50,000	
Construction		$125,000	$175,000
Other			
Revenues:			
F&B Taxes		$175,000	$175,000
SDCs			
Grant			
Other			

Explain "other":

Anticipated Long Term Expenses: Long term Capital Outlay expenses are tied to life cycle replacement and facility upgrades required to improve operational efficiency and enhance customer service experiences.

Description: Project(s) are meant to systematically tackle deferred and previously unfunded maintenance. Projects include the life cycle replacement of major facility infrastructure will reducing energy and water use, improving accessibility and overall building functions. Major projects needs for FY24 & FY25 include:

1. Lithia Park Swim Reservoir Silt Removal
2. Picnic Shelter Replacement or Rehab – Triangle Park, Railroad Park
3. Exploration and planning for permanent Ice Rink Shelter
4. Park Restroom Upgrades Systemwide – Park restrooms are often a target for severe vandalism. APRC will explore options for protecting the facilities and ensuring facilities are available for all users while parks are open.



Parks CIP

Project Name: **General Maintenance**

Proj #: N/A

Total Project Cost: **$845,090**

Duration: On Going

	FY24	FY25
Expenses:		
Design		
Construction		
Other	$422,545	$422,545
Revenues:		
F&B Taxes	$422,545	$422,545
SDCs		
Grant		
Other		

Explain "other": General Maintenance for APRC

Anticipated Long Term Expenses: N/A

Description: A continual fund from Food & Beverage taxes will be used for general maintenance projects for APRC.



Parks CIP

Project Name: ICC Irrigation Control Upgrades

Proj #: 000806

Total Project Cost: $200,000

Duration: 2 Years

	Prior Yrs	FY24	FY25
Expenses:			
Design			
Construction	$145,000	$100,000	$100,000
Other			
Revenues:			
F&B Taxes		$100,000	$100,000
SDCs			
Grant			
Other			

Explain "other":

Anticipated Long Term Expenses:

Description: To continue to upgrade Parks Central Irrigation Computer System which controls irrigation throughout the APRC system. Lithia Park and North Mountain Park were completed in FY22. The new Central Irrigation system provides APRC with better control over water use in parks to ensure that parks are watered consistent with priorities and availability of water, and leaks within the system are detected early before major losses of water. APRC has miles of irrigation lines in parks and this system helps keep that system of infrastructure monitored and managed with efficiency.



SIX YEAR SPREADSHEETS

Transportation

Capital Improvements Plan 2024-2029 Construction Years Project Description		Regulatory	Capacity	Deficiency	Life Cycle						
Roadway						FY24	FY25	FY26	FY27	FY28	
Hardesty Site Development & Equipment Storage				X		$ 780,440	$ -	$ -	$ -	$ -	$
City Wide Chip Seal Project				X		$ -	$ 255,000	$ -	$ -	$ -	$
Clay Street - Faith Avenue to Siskiyou Boulevard (STBG/CMAQ)				X		$ 579,754	$ 1,000,000	$ 1,125,000	$ -	$ -	$
					Subtotal Roadway	$ 1,360,194	$ 1,255,000	$ 1,125,000	$ -	$ -	$
Street Overlays/Reconstructions	**PCI**					FY24	FY25	FY26	FY27	FY28	
Ashland St - Siskiyou Blvd to Faith St	55.42	X		X	X	$ 2,500,000	$ -	$ -	$ -	$ -	$
N Mountain Ave - I-5 Overpass to E Main St	59.36	X		X	X	$ 5,000,000	$ 5,500,000	$ -	$ -	$ -	$
Oak St - City Limits to E Main St	23.83	X		X	X	$ -	$ 1,000,000	$ 7,000,000	$ -	$ -	$
Siskiyou Blvd - E Main St to Walker Ave	43.70	X		X	X	$ -	$ -	$ 1,000,000	$ 5,000,000	$ 5,000,000	$
Park St - Siskiyou Blvd to Crestview Dr	24.91	X		X	X	$ -	$ -	$ -	$ -	$ 500,000	$
W Nevada St - Vansant St to Oak St	40.38	X		X	X	$ -	$ -	$ -	$ -	$ 500,000	$
					Subtotal Street Improvements/Overlays	$ 7,500,000	$ 6,500,000	$ 8,000,000	$ 5,000,000	$ 6,000,000	$
Sidewalk/Pedestrian						FY24	FY25	FY26	FY27	FY28	
Beaver Slide - Water Street to Lithia Way		X	X	X		$ -	$ 285,000	$ -	$ -	$ -	$
Walker Avenue - Oregon Street to Woodland Drive		X	X	X		$ -	$ -	$ 300,000	$ -	$ -	$
Ashland Street - Liberty Street to S Mountain Avenue		X	X	X		$ -	$ -	$ -	$ 400,000	$ -	$
Clay St - Siskiyou Boulevard to Mohawk Street		X	X	X		$ -	$ -	$ -	$ -	$ 425,000	$
Lincoln Street - E Main Street to Iowa Street		X	X	X		$ -	$ -	$ -	$ -	$ -	$
					Subtotal Sidewalk/Pedestrian	$ -	$ 285,000	$ 300,000	$ 400,000	$ 425,000	$
Bicycle						FY24	FY25	FY26	FY27	FY28	
B Street Bicycle Boulevard - From Oak Street to N Mountain Avenue			X	X		$ 50,000	$ 75,000	$ -	$ -	$ -	$
8th Street Bicycle Boulevard - A Street to E Main Street			X	X		$ -	$ 35,000	$ -	$ -	$ -	$
Water Street Bicycle Boulevard - From Hersey Street to N Main Street			X	X		$ -	$ -	$ 50,000	$ -	$ -	$
Lithia Way Bicycle Boulevard – From Oak Street to Helman Street			X	X		$ -	$ -	$ 80,000	$ 80,000	$ -	$
Walker Avenue Bicycle Boulevard - From Siskiyou Boulevard to Peachey Road			X	X		$ -	$ -	$ -	$ -	$ 65,000	$
Ashland St - Morton St to University Way			X	X		$ -	$ -	$ -	$ -	$ 50,000	$
Oregon/Clark Street Bicycle Boulevard - Indiana Street to Harmony Lane			X	X		$ -	$ -	$ -	$ -	$ -	$
					Subtotal Bicycle	$ 50,000	$ 110,000	$ 130,000	$ 80,000	$ 115,000	$
TRANSPORTATION						**$ 8,910,194**	**$ 8,150,000**	**$ 9,555,000**	**$ 5,480,000**	**$ 6,540,000**	**$**

Wastewater

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle						
Wastewater Treatment Plant					FY24	FY25	FY26	FY27	FY28	
Shading (Capital Cost + first 6 years of O&M)	X				$ 493,000	$ 273,000	$ 118,000	$ 45,000	$ 45,000	$
UV System Upgrades					$ 650,000	$ -	$ -	$ -	$ -	$
Membrane Replacement (two trains)				X	$ 1,200,000	$ -	$ -	$ -	$ -	$
WWTP Process Improvements (Headworks)			X	X	$ 1,000,000	$ 3,250,000	$ -	$ -	$ -	$
WWTP Process Improvements (Harmonics/Telemetry)			X		$ 150,000	$ 150,000	$ -	$ -	$ -	$
Secondary Clarifier 2 Improvements			X	X	$ -	$ 397,500	$ 397,500	$ -	$ -	$
Centrifuge Replacement					$ -	$ -	$ -	$ -	$ 100,000	$
				Subtotal Wastewater Treatment Plant	$ 3,493,000	$ 4,070,500	$ 515,500	$ 45,000	$ 145,000	$
Wastewater Collection System					FY24	FY25	FY26	FY27	FY28	
Hardesty Site Development & Equipment Storage					$ 780,440	$ -	$ -	$ -	$ -	$
Wastewater Miscellaneous In-House Replacement	X	X	X	X	$ -	$ 125,000	$ 125,000	$ 125,000	$ 125,000	$
Wastewater Miscellaneous Trenchless Pipe Lining	X		X	X	$ -	$ 500,000	$ -	$ -	$ -	$
Pinpoint I/I Sources in Various Basins	X				$ 163,000	$ -	$ 163,000	$ -	$ -	$
Annual I/I Reduction and Collection System Replacement Project Allowance	X				$ -	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$
Upsize Bear Creek Interceptor from Wightman Street to Talmage Creek Road	X	X		X	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$

Water & TAP

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle					
Water - Supply Improvements					FY24	FY25	FY26	FY27	
Dam Safety Improvements	X		X		$ 3,312,804	$ 3,312,804	$ -	$ -	$
East & West Fork Transmission Line Rehabilitation			X	X	$ 2,300,000	$ -	$ -	$ -	$
7.0 MGD Water Treatment Plant			X	X	$ 3,794,565	$ 36,253,073	$ 12,143,169	$ -	$
7.0 MGD Water Treatment Plant Construction Adminstration					$ 512,357	$ 4,895,027	$ 1,639,617		
Reeder Reservoir Sediment Removal		X			$ -	$ -	$ 160,000	$ -	$
Subtotal Water - Supply Improvements					**$ 9,919,726**	**$ 44,460,904**	**$ 13,942,786**	**$ -**	**$**
Water - Pump Station Improvements					FY24	FY25	FY26	FY27	
TAP BPS Backup Power		X	X		$ 417,000	$ -	$ -	$ -	$
Hillview BPS Replacement				X	$ -	$ -	$ 375,000	$ 1,125,000	$
Subtotal Water - Pump Station Improvements					**$ 417,000**	**$ -**	**$ 375,000**	**$ 1,125,000**	**$**
Water - Pipe Improvements					FY24	FY25	FY26	FY27	
Annual Pipe Replacement	X	X	X	X	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$
Distribution Pipe Projects	X	X	X	X	$ 660,000	$ 582,000	$ 1,418,000	$ 311,000	$
Transmission Pipe Projects	X	X	X	X			$ -	$ -	$
Subtotal Water - Pipe Improvements					**$ 960,000**	**$ 882,000**	**$ 1,718,000**	**$ 611,000**	**$**
Water - Operations & Maintenance					FY24	FY25	FY26	FY27	
Telemetry Upgrades				X	$ 80,000	$ -	$ -	$ -	$
Tolman Creek Road PRV Station					$ -	$ -	$ -	$ 75,000	$
Subtotal Water - Operations & Maintenance					**$ 80,000**	**$ -**	**$ -**	**$ 75,000**	**$**
WATER					**$ 11,376,726**	**$ 45,342,904**	**$ 16,035,786**	**$ 1,811,000**	**$**
TAP - Supply Improvements					FY24	FY25	FY26	FY27	
Non-Peak/Emergency Supply Connection from Ashland to Talent/Phoenix					$ 236,000	$ -	$ -	$ -	$
N Phoenix Road Pipe Improvements					$ -	$ -	$ -	$ -	$
N Phoenix Road Master Meter Connection					$ -	$ -	$ -	$ -	$
Subtotal TAP - Supply Improvements					**$ 236,000**	**$ -**	**$ -**	**$ -**	**$**
TAP - Booster Pump Station Improvements					FY24	FY25	FY26	FY27	
Regional BPS Short-Term Expansion		X	X		$ 211,000	$ -	$ -	$ -	$
Regional BPS Programming Updates			X		$ -	$ 101,000	$ -	$ -	$
Talent BPS Generator Upgrade (Option 1)					$ -	$ 445,000	$ -	$ -	$
Talent BPS Expansion for Talent and Ashland (Option 1)					$ -	$ 138,000	$ -	$ -	$
Talent BPS Seismic Upgrades					$ -	$ 100,000	$ -	$ -	$
Subtotal TAP - Booster Pump Station Improvements					**$ 211,000**	**$ 784,000**	**$ -**	**$ -**	**$**
TAP - Pipe Improvements					FY24	FY25	FY26	FY27	
24-inch Pipe Seismic Upgrades (Highway 99 Phoenix)					$ -	$ 1,623,000	$ -	$ -	$
Talent to Ashland Pipe Improvements (Option 1)					$ -	$ -	$ -	$ -	$
Subtotal TAP - Pipe Improvements					**$ -**	**$ 1,623,000**	**$ -**	**$ -**	**$**
WATER/TAP					**$ 447,000**	**$ 2,407,000**	**$ -**	**$ -**	**$**

Storm Drain

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle					
Storm Drain					FY24	FY25	FY26	FY27	
Hardesty Site Development & Equipment Storage					$ 390,220	$ -	$ -	$ -	$
Stormwater Miscellaneous Trenchless Pipe Lining	X		X	X	$ -	$ 150,000	$ -	$ -	$
N Mountain Avenue @ Railroad Tracks	X	X			$ -	$ 220,000	$ -	$ -	$
Siskiyou Boulevard @ University Way	X	X			$ 150,000	$ -	$ -	$ -	$
E Main Street @ Emerick Street	X	X			$ -	$ 270,000	$ -	$ -	$
Dewey Street @ E Main St	X	X			$	$	$ 280,000	$	$

Airport

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle					
Airport					FY24	FY25	FY26	FY27	
Entitlement Grant - Airport Improvments - Taxiway Rehabilitation (Construction)			X	X	$ 1,200,000	$ -	$ -	$ -	$
Pavement Maintenance Program				X	$ -	$ -	$ 20,000	$ -	$
North Apron Reconstruction & Expansion: Ph 1 - Environmental & Design		X		X	$ 333,000	$ -	$ -	$ -	$
North Apron Reconstruction & Expansion: Ph 2 - Construction		X		X	$ -	$ 3,242,000	$ -	$ -	$
Airport Pavement Reconstruction & Rehabilitation: Ph 1 - Design				X	$ -	$ -	$ 176,667	$ -	$
Airport Pavement Reconstruction & Rehabilitation: Ph 2 - Design & Construction				X	$ -	$ -	$ 873,333	$ -	$
OFA Obstruction Removal (Tree Trimming)	X				$ -	$ -	$ -	$ -	$
South Apron Reconstruction/Reconfiguration: Ph 1 - Environmental & Pre-design			X	X	$ -	$ -	$ -	$ -	$
South Apron Reconstruction/Reconfiguration: Ph 2 - Design			X	X	$ -	$ -	$ -	$ -	$
AIRPORT					**$ 1,533,000**	**$ 3,242,000**	**$ 1,070,000**	**$ -**	**$**

Facilities

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle					
Facilities					FY24	FY25	FY26	FY27	
City Facility Upgrades & Maintenance	X	X	X	X	$ 280,000	$ 280,000	$ 280,000	$ 280,000	$
City Facility Optimization Program					$ 250,000	$ 250,000	$ 250,000	$ 250,000	$
Briscoe School Improvements			X	X	$ 1,300,000	$ -	$ -	$ -	$
Community Center & Pioneer Hall Rehabilitation	X		X	X	$ 1,953,074	$ -	$ -	$ -	$
Deffered Maintenance of Major Facilities	X	X	X	X	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$
FACILITIES					**$ 4,033,074**	**$ 530,000**	**$ 780,000**	**$ 780,000**	**$**

Electric

Capital Improvements Plan 2024-2029 Construction Years Project Description	Regulatory	Capacity	Deficiency	Life Cycle					
Electric					FY24	FY25	FY26	FY27	
Wildfire Mitigation					$ 50,000	$ 50,000	$ 50,000	$ 25,000	$
Substation Upgrades					$ 850,000	$ 100,000	$ 100,000	$ -	$
Underground Expansion					$ 75,000	$ 100,000	$ 100,000	$ 100,000	$
Circuit Automation					$ -	$ 100,000	$ 100,000	$ 100,000	$
Underground Cable Replacement					$ 50,000	$ 100,000	$ 200,000	$ 250,000	$
Electric Master Plan						$ 100,000	$ 50,000		
ELECTRIC					**$ 1,025,000**	**$ 550,000**	**$ 600,000**	**$ 475,000**	**$**

Parks

Capital Improvements Plan 2024-2029 Construction Years Project Description		Regulatory	Capacity	Deficiency	Life Cycle					
Parks & Recreation						FY24	FY25	FY26	FY27	FY28
Dept Payments (Calle, Briscoe, Garfield)						$ 187,687	$ 187,047	$ -	$ -	$
Real Estate Acquisition						$ 234,878	$ 150,000	$ -	$ -	$
Repair Butler Perozzi Fountain						$ 650,000	$ -	$ -	$ -	$
Japanese Garden						$ 50,000	$ 50,000	$ -	$ -	$
Ashland Creek Basketball Court						$ -	$ 100,000	$ -	$ -	$
E. Main Park Development						$ 1,266,100	$ -	$ -	$ -	$
E. Main Park Pump Track						$ 75,000	$ -	$ -	$ -	$
Daniel Meyer Pool - Rebuild						$ 2,000,000	$ 8,200,000	$ -	$ -	$
Kestrel Park Pedestrian Bridge						$ 700,000	$ -	$ -	$ -	$
Building Maintenance (sinking/depriciation facilitites fund)						$ 150,000	$ 150,000	$ -	$ -	$
Secondary Irrigation Improvements						$ 50,000	$ 50,000	$ -	$ -	$
Parking Lot/Road/Sidewalk Concrete Repairs						$ 150,000	$ 150,000	$ -	$ -	$
Oak Knoll Golf Course Improvements						$ 550,000	$ -	$ -	$ -	$
Lithia Park Improvements						$ 150,000	$ 150,000	$ -	$ -	$
Capital Outlay						$ 175,000	$ 175,000	$ -	$ -	$
General Maintenance						$ 422,545	$ 422,545	$ -	$ -	$
ICC Irrigation Control						$ 100,000	$ 100,000	$ -	$ -	$
PARKS & RECREATION						**$ 6,911,210**	**$ 9,884,592**	**$ -**	**$ -**	**$**

Memo

DATE: March 29, 2023
TO: City Council
FROM: Chad Woodward, Climate and Energy Analyst
DEPT: Electric
RE: Climate Energy Policy Advisory Committee Transportation Capital Improvements Plan Recommendation

On March 22, 2023, at the Climate and Environment Policy Advisory Committee (CEPAC) meeting, a proposal regarding modifications was heard. After deliberations, the CEPAC voted on following motion.

> ***To support the Transportation Committee's proposal to City Council and ask the City Council to consider the amendments provided in the proposal to the CEPAC "Draft – Letter to the Council regarding the 2024-2029 Transportation CIP."***

The referenced draft is attached below.

Electric Department
90 N. Mountain Ave
Ashland, Oregon 97520
ashland.or.us

Tel: 541.552.2085
Fax: 541.552.2436
TTY: 800.735.2900

Draft – Letter to the Council regarding the 2024 – 2029 Transportation CIP

To: CEPC

From: Gary Shaff, member CEPC

Date: March 20, 2023

RE: Recommendations to the City Council regarding the Transportation Capital Improvement Program FY 2024 - 2029

Abstract

Objective: This memorandum introduces recommended modification to the Ashland Transportation Capital Improvement Program (CIP) for consideration by the City Council prior to the CIP's adoption on April 4, 2023. These suggestions will help the City of Ashland achieve goals laid out in the current Transportation System Plan and the Climate Energy Action Plan.

Background: Ashland's City Council has an opportunity to be a leader in ensuring that it is practical, safe, and convenient to walk or bike from anywhere to everywhere in Ashland for people of all ages and ability. This, in turn, will cut vehicle miles of travel (VMT) and carbon emissions.

Funding: The current CIP is structured in a way that does not ensure that the pedestrian and bike network will be improved. These improvements, as described in the draft CIP, rely primarily on grants. The competition for grant funding is intense and will not create a complete bike and walking networks in the foreseeable future.

Policy Recommendations: Modify the CIP to: a) Include protected bike lanes (PBL) on all major road projects, b) add PBL's on streets under Ashland's jurisdiction in 2026 that include adequate curb to curb width and c) apply for external funding for the most costly bicycle and pedestrian projects.

Opportunity

The city's decision to include PBLs on Ashland Street represents the kind of leadership and vision that is crucial to the city's future. Similar leadership is needed to ensure that it is practical, safe and convenient to walk or bike from anywhere to everywhere in Ashland for people of all ages and abilities.

Other urban areas have demonstrated that people walking and biking can account for a high percentage of in-town travel, potentially as much as 40 percent compared to nine percent now (Personal Travel in

Oregon, Table RV-5, page 112). Only by making bicycling and walking safe and practical is there any potential for a shift in mode, from auto/truck to other low-carbon modes of travel. Similarly, surveys from other metropolitan areas in the nation show that the majority of people are interested in bicycling for some of their in-town trips but don't because they are afraid to share the road with autos/trucks (https://jenniferdill.net/types-of-cyclists/).

The Council has the opportunity to accelerate the development of an equitable bicycle network, suitable for all ages and abilities, and enhance the existing pedestrian network by making several minor changes and one more significant change to the current draft CIP.

Funding

Since 2015, the CIP has been structured to allocate almost all city transportation funds to pavement management, and rely upon grants and system development charges to make additional improvements to the pedestrian and bike network. This is understandable, as street life-cycles are relatively short and expensive to repair. And while pavement management projects may include multi-modal transport infrastructure, this funding approach leaves no additional funds to improve the bike/ped network on streets that aren't up for repair. By adjusting the funding, the city has the opportunity to meet goals 1 and 2 of the current TSP and make substantial progress in reducing greenhouse gas emissions from the transportation sector.

Goal #1: Create a "green" template for other communities in the state and nation to follow.

Goal #2: Make safety a priority for all modes of travel.

These goals, or others developed through the upcoming update of the city's TSP, to make walking and bicycling practical and safe ways to get around town, cannot be realized without local funding. Relying upon grant funds, as the current draft CIP proposes, doesn't guarantee a functional bike/ped network. The federal and state grants available for alternative modes of transport are meager and must be shared among Oregon's 36 counties and 241 cities. As an example, Medford's transportation plan, updated in 2019, includes more than $277 million in bicycle network improvements.

Ashland needs to provide people with a choice in how they travel, and an opportunity to not depend on cars.

Sidewalks, access ramps, protected bike lanes, and traffic calming features must be included, where warranted, on every city project. All revenue sources, including gas tax, system development charges, franchise fees, food and beverage taxes, and utility fee funding must be used for these types of improvements and not reserved exclusively for pavement management projects.

Oregon's constitution provides that revenue from taxes on motor vehicle use and fuel [...] shall be used exclusively for the construction, reconstruction, improvement, repair, maintenance, operation and use of public highways, roads, streets and roadside rest areas in this state," and without restrictions on the mode of travel. (Article IX Section 3a). The city's allocation of state gas taxes, approximately $1.6 million / year, can and should be used for creating a balanced transportation system. The other sources of city revenues should also offer flexibility in their use and, if restricted, the Council should amend local codes to allow their use to address transportation safety, independent of the mode of travel.

Policy Recommendation

The use of traditional painted bike lanes or sharrows on major streets within the city does not provide the essential safety for "all ages and abilities."

The City Council can ensure the creation of an equitable transportation systems by 2030 through the following:

1) Including protected bike lanes on major road projects already included in the staff prepared draft 2024 – 2029 Transportation CIP,

2) Scheduling, in 2026, the addition of protected bike lanes on streets under Ashland's jurisdiction that include adequate curb to curb width including the north end of A Street, Wightman, S. Mountain, and Hersey Street.

3) Applying to ODOT for Carbon Reduction Program or Congestion Mitigation and Air Quality funds to rebuild E. Main from Siskiyou to Walker, and Walker from Ashland Street to E. Main to include protected bike lanes. These streets are too narrow to add protected bike lanes without modifying the curb, gutter and drainage.

4) Exploring jurisdictional exchange to add protected bike lanes on streets that are under the jurisdiction of Jackson County or the Oregon Department of Transportation. The implications on the city's future maintenance liability must be analyzed, additional revenue sources identified, and a funding mechanism(s) put in place/approved.

The figures that follow illustrate the breadth of the challenge. Figure 1 shows streets, by roadway jurisdiction, that warrant (due to either speed or traffic volume) protected bike lane improvements. Figure 2 identifies streets under Ashland's jurisdiction that lack adequate curb to curb width to include protected bike lanes, and those streets that are currently scheduled for improvement in the draft 2024 – 2029 CIP and which warrant protected bike lanes.

Figure 1

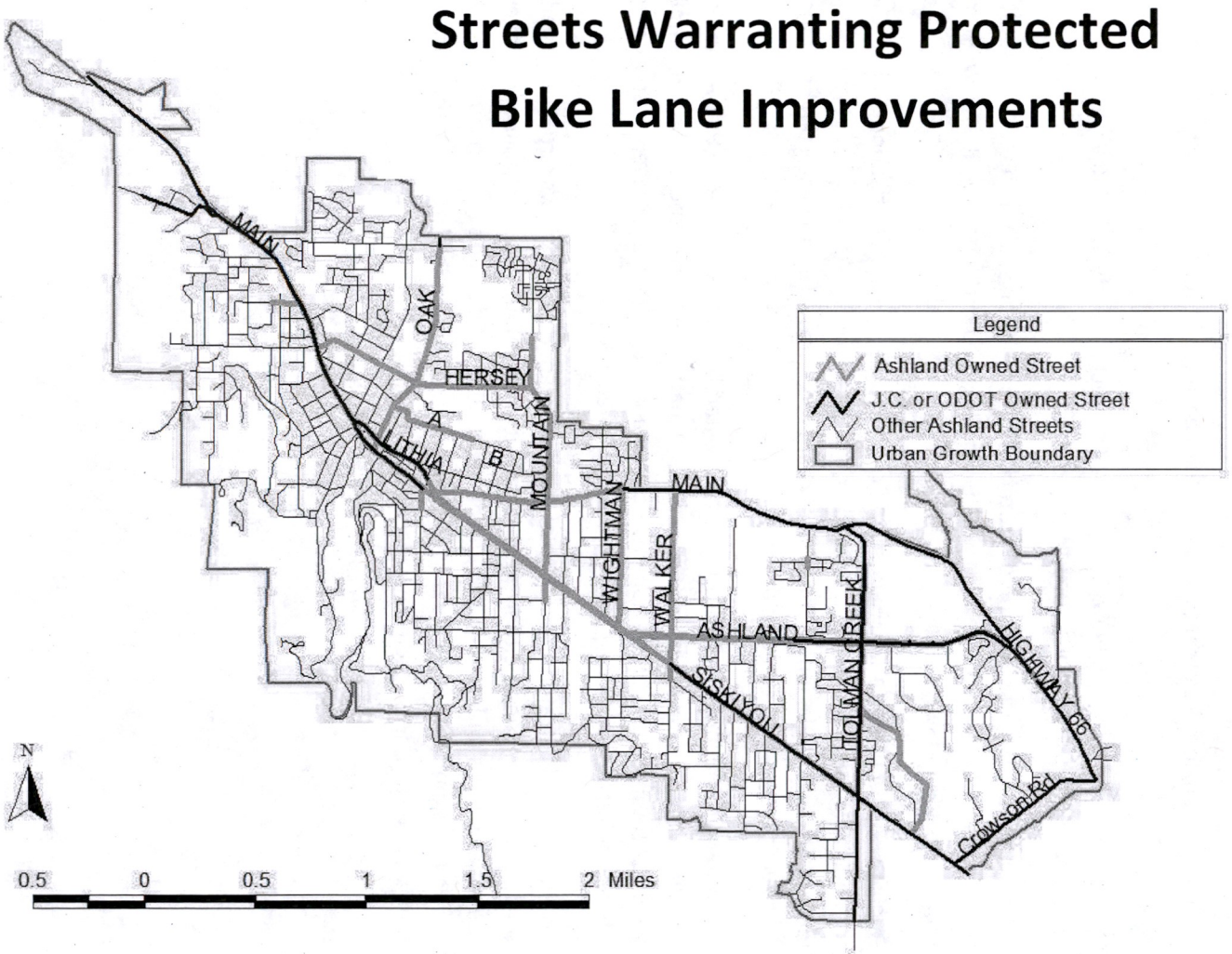
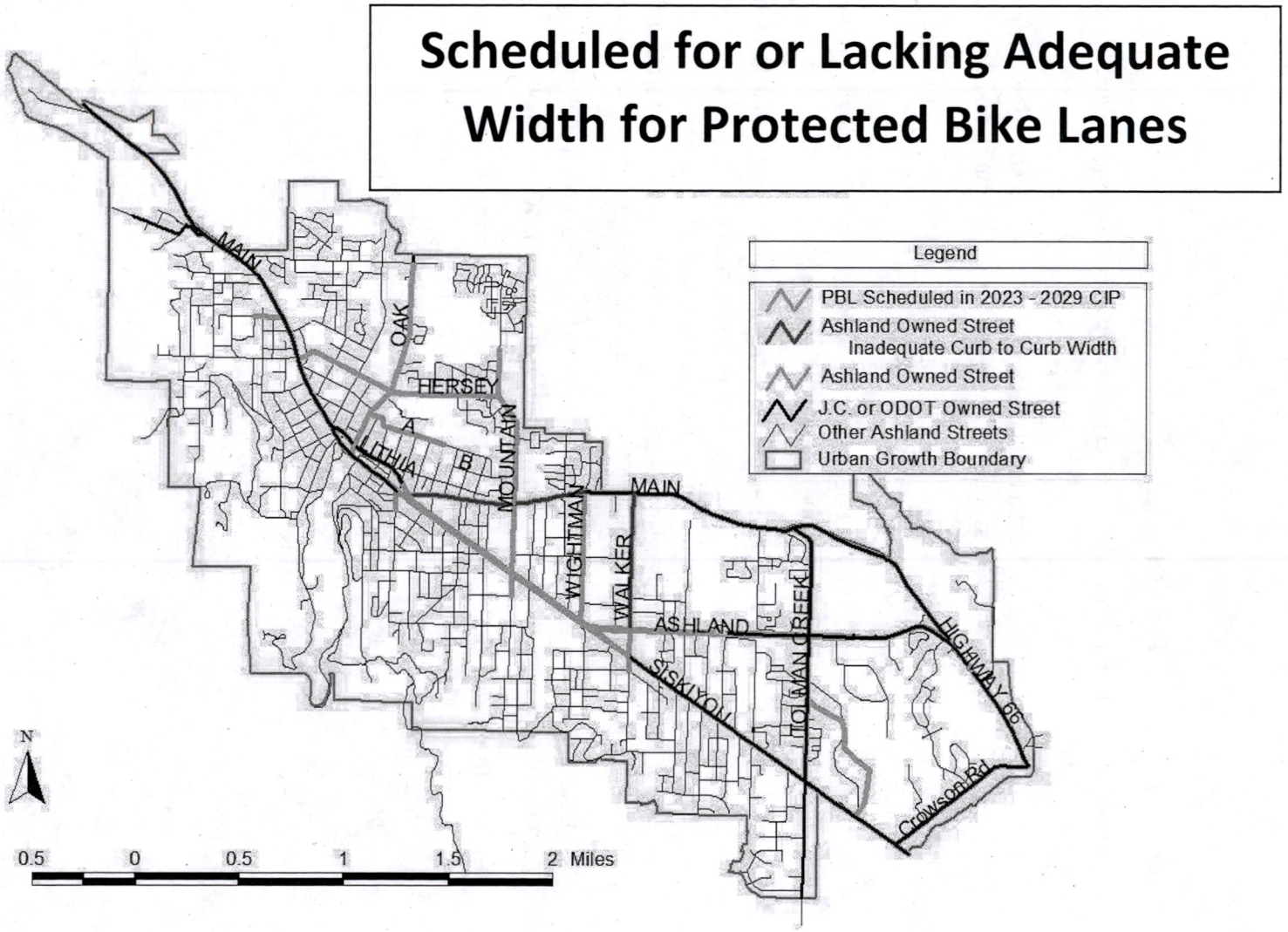

Streets Warranting Protected Bike Lane Improvements
Legend
Ashland Owned Street
J.C. or ODOT Owned Street
Other Ashland Streets
Urban Growth Boundary
MAIN
OAK
HERSEY
A
B
LITHIA
MOUNTAIN
WIGHTMAN
WALKER
MAIN
ASHLAND
SISKIYOU
TOLMAN CREEK
HIGHWAY 66
Crowson Rd
N
0.5 0 0.5 1 1.5 2 Miles

Figure 2


Scheduled for or Lacking Adequate Width for Protected Bike Lanes
Legend
PBL Scheduled in 2023 - 2029 CIP
Ashland Owned Street Inadequate Curb to Curb Width
Ashland Owned Street
J.C. or ODOT Owned Street
Other Ashland Streets
Urban Growth Boundary
MAIN
OAK
HERSEY
A
B
LITHIA
MOUNTAIN
WIGHTMAN
WALKER
MAIN
ASHLAND
SISKIYOU
HOLMAN CREEK
HIGHWAY 66
Crowson Rd
N
0.5 0 0.5 1 1.5 2 Miles

Recommended Changes to the CIP

The attached recommended transportation capital improvement program, Figure 3, includes the following changes.

1) It explicitly notes that protected bike lanes will be included on street/overlay projects on major streets (i.e. boulevards and avenues as identified in the city's functional classification map).

2) It explicitly notes that traffic calming will be included on street/overlay projects when they occur on minor streets.

3) It retitles the section "bicycle boulevards" to "walk/bike" streets to better reflect the desired function of important, low-volume residential streets.

4) It removes Lithia Way – Oak to Helman bicycle boulevard project. Lithia, like N. Main through downtown, is unsuitable for a shared-lane treatment due the high volume of motor vehicles using the street. Sharrows do not increase safety for people riding bicycles and waste precious resources. The city needs to add protected bike lanes on major streets, rather than paint and stencils. The savings can be diverted to creating bike/walk streets on Helman and Iowa Streets.

5) It postpones the paving/reconstruction of W. Nevada Street from 2029 to 2030 in order to construct protected bike lanes on four city owned streets (see #6 below).

6) It shifts funding for W. Nevada Street, as above, to four protected bike lane projects on; a) Hersey - N. Main to N. Mountain, b) A Street - Oak to 5th, c) S. Mountain - E. Main to Henry and d) Wightman - E. Main to Siskiyou. All of these streets have sufficient curb-to-curb width to add protected bike lanes without modifying the curb, gutter or drainage.

Figure 3

Recommended Transportation Capital Improvement Plan
2024 - 2029 Construction Years

	Project Description			FY23	FY24	FY25	FY26	FY27	FY28	FY29	Project Total	Street SDC	Other (grants)	Fees & Rates
Roadway														
	Hardesty Site Development & Equipment Storage				$80,000	$80,000					$160,000			$160,000
	Micro-sweeper				$200,000						$200,000			$100,000
	City wide chip seal			$145,000		$255,000					$255,000		$400,000	
	Clay Street - Father Avenue to Siskiyou Boulevard (STBG/CMAQ)				$579,754	$1,000,000	$1,125,000				$2,704,754		$6,981,195	$209,022
	Where is Father Ave??		Subtotal Roadway	$145,000	$859,754	$1,335,000	$1,125,000		$0	$0	$3,319,754	0	7,381,195	$469,022
Street Overlay/Reconstruction				FY23	FY24	FY25	FY26	FY27	FY28	FY29				
Rec. #1/2	Ashland St - Siskiyou Blvd to Faith Ave (inc. PBL*)			$1,000,000	$2,500,000						$2,500,000			$2,500,000
Rec. #1/2	N. Mountain Ave - I-5 overpass to E. Main St (inc. PBL**)			$500,000	$5,000,000	$5,500,000					$10,500,000			$10,500,000
	Oak St - City Limits to E. Main St (inc. PBL*)					$1,000,000	$7,000,000				$8,000,000			$8,000,000
	Siskiyou Blvd - E Main to Walker Ave (inc. PBL*)						$1,000,000	$5,000,000	$5,000,000		$11,000,000			$11,000,000
Rec. #5	Park St - Siskiyou Blvd to Crestview Dr (inc. traffic calming)								$500,000	$2,500,000	$3,000,000			$3,000,000
Rec. #5	W Nevada St - Vansant St to Oak St (inc. traffic calming)									$500,000	$500,000			$500,000
	ed bike lanes w/ conversion to PBL upon sweeper purchase		Subtotal Reconstruction	$1,500,000	$7,500,000	$6,500,000	$8,000,000	$5,000,000	$5,500,000	$3,000,000	$35,500,000			$35,500,000
	** PBL from E. Main to Bear Creek Bridge													
Sidewalk / Pedestrian				FY23	FY24	FY25	FY26	FY27	FY28	FY29				
	Beaver Slide - Water Street to Lithia Way					$285,000					$285,000	$276,792		$8,208
	Walker Ave - Oregon St to Woodland Dr						$300,000				$300,000	$75,000	$225,000	
	Ashland Street - Liberty St to S. Mountain Ave							$400,000			$400,000	$100,000	$300,000	
	Clay St - Siskiyou Blvd to Mohawk St								$425,000		$425,000	$106,250	$318,750	
	Lincoln St - E. Main to Iowa St									$300,000	$300,000	$75,000	$225,000	
			Subtotal Pedestrian	$0	$0	$285,000	$300,000	$400,000	$425,000	$300,000	$1,710,000	$633,042	$1,068,750	$8,208
Walk / Bike Streets				FY23	FY24	FY25	FY26	FY27	FY28	FY29				
Rec. #3	B St B - Oak to N. Mountain				$50,000	$75,000					$125,000	$42,375	$12,500	$70,125
Rec. #3	8th St. - A Street to E Main					$35,000					$35,000	$11,865	$3,500	$19,635
	Water Street - Hersey St to N. Main						$50,000				$50,000	$16,950	$5,000	$28,050
	Ashland St - Morton to University Way						$50,000				$50,000	$16,610	$5,000	$28,390
	Oregon/Clark St - Indiana to Harmony Lane							$65,000			$65,000	$21,593	$6,500	$36,465
	Walker Ave - Siskiyou Blvd to Peachey Road							$65,000			$65,000	$22,035	$6,500	$36,907
Rec. #4	Helman St. - Nevada to N. Main								$80,000		$80,000	$27,120	$8,000	$44,880
Rec. #4	Iowa - Central Bike Path to S. Mountain									$80,000	$80,000	$27,120	$8,000	$44,880
	~~Lithia Way - Oak to Helman St~~								~~$80,000~~	~~$80,000~~	$80,000	$0		
			Subtotal Walk/Bike Streets	$0	$50,000	$110,000	$100,000	$130,000	$80,000	$160,000	$630,000	$185,668	$55,000	$309,332
Protected Bike Lane - retrofit		Length		FY23	FY24	FY25	FY26	FY27	FY28	FY29				
Rec. #6	Hersey - N. Main to N. Mountain	4567				$648,722					$648,722			$648,722
Rec. #6	A Street - Oak to 5th	2127				$302,131					$302,131			$302,131
Rec. #6	S. Mountain - E. Main to Henry	2335				$331,676					$331,676			$331,676
Rec. #6	Wightman - E. Main to Siskiyou	2952				$419,318					$419,318			$419,318
			Subtotal Protected Bike Lane	$0	$0	$1,701,847	$0	$0	$0	$0	$1,701,847			$1,701,847
	* Estimated Cost Per Mile (bollard protected)		$165,000											
	* Estimated Cost Per Mile (cement curb protected)		$750,000											
			TOTAL	$1,645,000	$8,409,754	$9,931,847	$9,525,000	$5,530,000	$6,005,000	$3,460,000	$42,861,601	$818,710	$8,504,945	$37,988,409

Council Business Meeting

April 4, 2023

Agenda Item	Contract for 2023 Street Slurry Seal Projects	
From	Scott Fleury PE	Public Works Director
Contact	Scott.fleury@ashland.or.us	
Item Type	Requested by Council ☐ Update ☐ Request for Direction ☒ Presentation ☐	

SUMMARY

Before the Council is a public improvement contract for street slurry seal project #2020-05. Slurry seals are an important street maintenance activity that improve the roadway surfaces, protect the underlying pavement, and extend life on residential roads. On February 23, 2023 at 2:00 p.m. bids submitted for the Slurry Seal Project were opened and publicly read. Bids were received from four contractors with Doolittle Construction Inc. providing the low bid at $379,379. If the contract is approved staff will work with the contractor to develop a schedule to perform onsite activities this spring/summer.

POLICIES, PLANS & GOALS SUPPORTED

City Council Goals:
Essential Services

- Streets

Department Goals:

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

PREVIOUS COUNCIL ACTION

Slurry seal projects are completed as part of the street maintenance program. During each budget biennium the Council has been asked to award contracts for slurry seal maintenance activities. The last slurry seal contract was awarded by Council on June 16, 2020 (Staff Report, Minutes).

BACKGROUND AND ADDITIONAL INFORMATION

Bidding Procedure: The 2023 Slurry Seal Project was publicly bid on January 19, 2023. Notice was given in the Daily Journal of Commerce and placed on the city's website. In addition, project plans and specifications were posted on OregonBuys, the States procurement network. Bids were opened on February 23, 2023, at 2:00 p.m. with four contractors responding. All bids were valid and contained the required bonds, documentation, and acknowledgements. Bidding information is shown on the attached proposal summary form.

Project Description: The Street Department has partitioned the city into zones. Roads within these zones are then identified for street repair and maintenance activities including slurry seal applications. Once the

slurry seal list for a certain zone is developed the Street Department then performs preparatory work on the road including crack sealing and patching. Once all the roads in the zone are prepped a slurry seal project is prepared for public bid and construction. The street list for the current slurry seal project is attached for reference.

What is slurry seal: A slurry seal is a homogenous mixture of emulsified asphalt, water, well-graded fine aggregate and mineral filler. Slurry seals are used to fill existing pavement surface defects as either a preparatory treatment for other maintenance treatments or as a wearing course. Slurry seal application helps preserve and protect the underlying pavement structure and provide a new driving surface. Roads chosen for slurry seal applications generally have low to moderate distress and narrow crack width. Slurry seal applications serve to seal the cracks, restore lost flexibility to the pavement surface, and help preserve the underlying pavement structure.

FISCAL IMPACTS

The 2022 Slurry Seal Project is funded directly by the City though the street operations maintenance fund. The established budget in the 2021-2023 biennium was $400,000 for the slurry seal project.

DISCUSSION QUESTIONS

Does the Council have any questions about Slurry Seal or the pavement maintenance process?

SUGGESTED NEXT STEPS

Next steps include issuing notice to proceed after award of contract and begin coordinating the schedule of work activities with Doolittle Construction Inc.

Staff will also coordinate with the City's Communication Officer about posting appropriate information on the City's website and Street Operations staff will also coordinate neighborhood notification of construction activities and associated roadway closures.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

- I move to award a public improvement contract to Doolittle Construction Inc. for Project No. 2022-14, Street Slurry Seal, in the amount of $379,379.
- I move to request Public Works perform a new solicitation for the street slurry seal project.
- I move to deny the contract with Doolittle Construction Inc. for the street slurry seal project.

REFERENCES & ATTACHMENTS

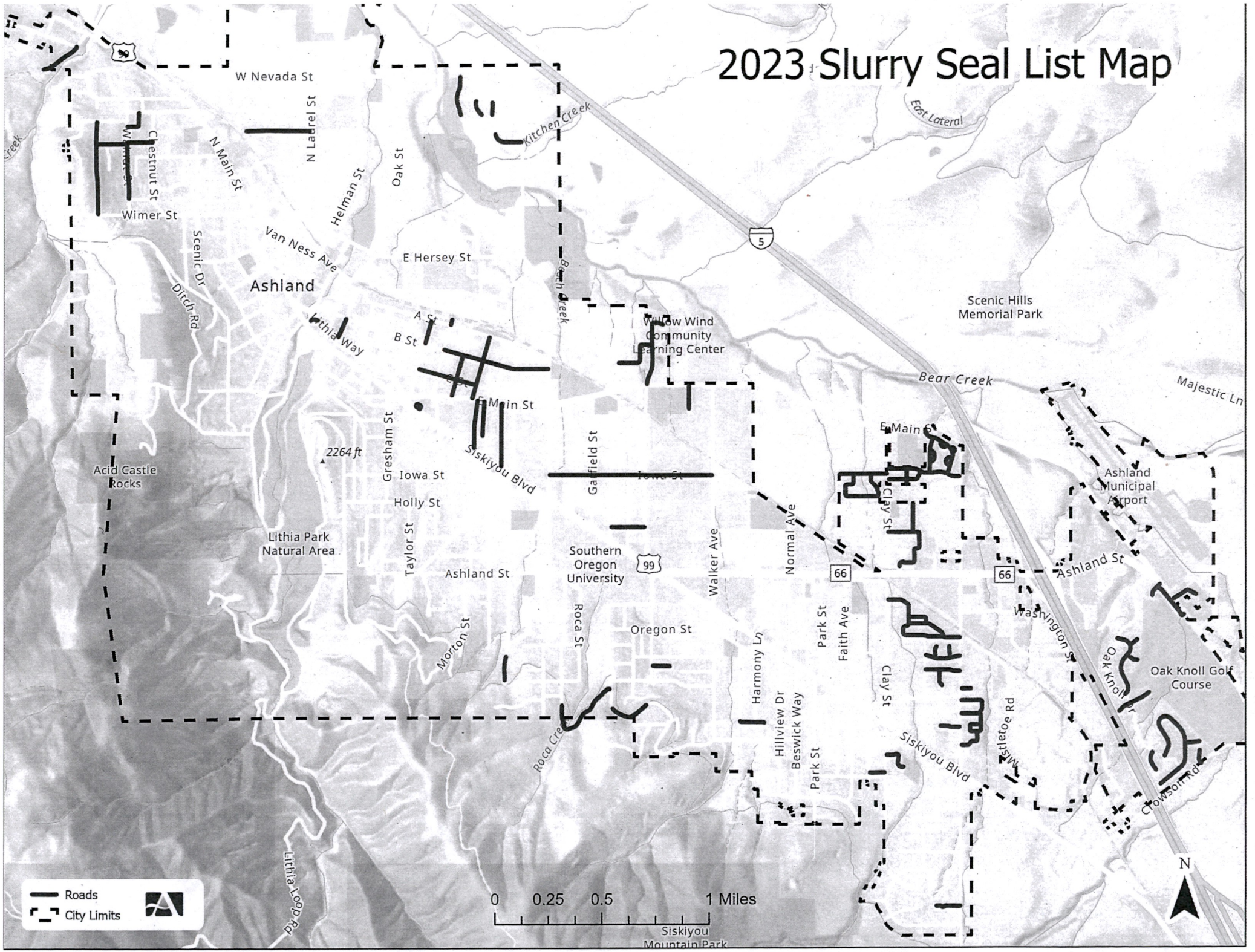
1. Street Slurry Seal Bid Summary
2. Street Slurry Seal Project List and Map
3. Doolittle Construction Bid Form

CITY OF ASHLAND - ENGINEERING DIVISION

SUMMARY OF PROPOSALS

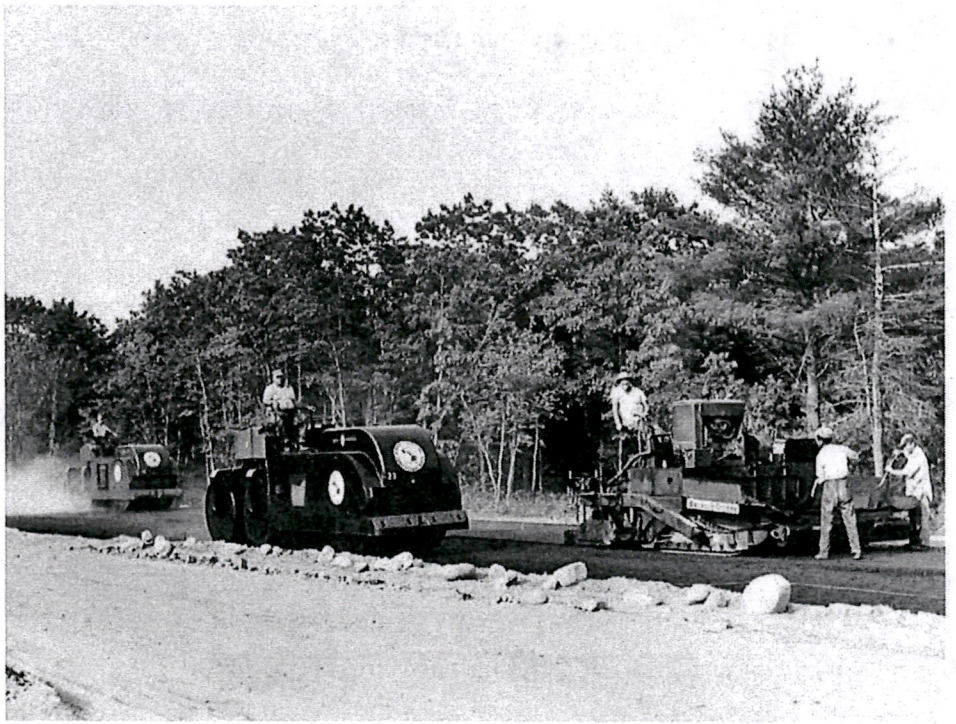
Project: **Slurry Seal**
Project No.: **2022-14**
Date of Bid Opening: **February 23, 2023- 2:00 p.m., Siskiyou Conference Room**
No of Addendum: **(0)**

	1	2	3	4	5	6
Name of Bidder	VSS International	Intermountain Slurry Seal	Pave Northwest	Doolittle Construction		
Sum of Bid	$497,325.00	$520,669.72	$533,212.68	$379,379.00		
Name of Bonding Co.	Western Surety	Travelers	Old Republic	Philadelphia Indemnity		
Amount of Bid Bond	10%	10%	10%	10%		
Addendum Acknowledged	N/A	N/A	N/A	N/A		


2023 Slurry Seal List Map
W Nevada St
N Laurel St
Chestnut St
Wimer St
N Main St
Helman St
Oak St
Kitchen Creek
East Lateral
Van Ness Ave
E Hersey St
Ashland
Scenic Dr
Ditch Rd
Lithia Way
A St
B St
Beach Creek
Willow Wind Community Learning Center
Scenic Hills Memorial Park
Bear Creek
Majestic Ln
E Main St
2264 ft
Acid Castle Rocks
Gresham St
Iowa St
Siskiyou Blvd
Garfield St
Holly St
Lithia Park Natural Area
Taylor St
Ashland St
Southern Oregon University
Walker Ave
Normal Ave
Clay St
Ashland Municipal Airport
Morton St
Roca St
Oregon St
Park St
Faith Ave
Harmony Ln
Hillview Dr
Beswick Way
Roca Creek
Siskiyou Blvd
Washington St
Oak Knoll Dr
Oak Knoll Golf Course
Mistletoe Rd
Crowson Rd
Lithia Loop Rd
Roads
City Limits
0 0.25 0.5 1 Miles
Siskiyou Mountain Park
N

INVITATION TO BID
FOR A PUBLIC WORKS CONSTRUCTION PROJECT

CITY OF ASHLAND, OREGON



PROJECT NAME: 2023 STREET SLURRY SEAL PROJECT

DESCRIPTION OF WORK

2023 Street Slurry Seal Project
2022-14
Road Construction

TIME AND PLACES OF RECEIVING BIDS (BID CLOSING)

Bid Closing for the work described above will be at 2:00:00 pm on the 23rd day of February 2023. Bids will be received by Scott Fleury, P.E., Public Works Director at the following time and places:

Before 2:00:00 pm on the day of Bid Closing.

For Bids submitted by mail or parcel delivery service, send to:

City of Ashland
c/o Scott Fleury, P.E., Public Works Director
20 E. Main Street
Ashland, OR 97520

For Bids submitted by hand delivery, obtain a date stamp on the Bid and submit to:

City of Ashland
c/o Scott Fleury, P.E., Public Works Director
51 Winburn Way
Ashland, OR 97520

Bids, Bid modifications, and Bid withdrawals will not be accepted at or after 2:00:00 pm on the day of Bid Closing.

PLACE, TIME, AND DATE OF READING BIDS (BID OPENING)

Bid Opening for the work described above will be in the Siskiyou Room of the Community Development and Engineering Services Building, 51 Winburn Way, Ashland, Oregon, beginning at 2:00:00 pm on the day of Bid Closing.

COMPLETION TIME LIMIT

See Special Provisions Subsection 00180.50(h).

CLASS OF PROJECT

Introduction and Table of Contents

All Contract Documents are listed below. Documents are either attached or bound separately and available from the Project Manager. All Documents bound separately are incorporated into the Contract Documents and have the same force and effect as though set forth in full herein.

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In the event of a conflict during construction, resolve any discrepancies according to 00150.10(a) Order of Precedence of the 2021 ODOT Standard Specifications for Construction

PART III – VICINITY MAP

CHECKLIST FOR BID SUBMITTAL

1. Bid Schedule
   - ☒ Fill in bidder information on first page
   - ☒ Indicate amount of bid bond on paragraph 17
   - ☒ Indicate bidder status on paragraph 24
   - ☒ Indicate number of addenda received on paragraph 31
   - ☒ Fill in bidder information and sign paragraph 34
   - ☒ Fill in unit prices and amounts for all bid items
   - ☒ Fill in total bid amount

2. First Tier Subcontractor Disclosure Form
   - ☒ Fill in this form and include with bid schedule (or within 2 hours of closing).

3. Bid Bond
   - ☒ Provide 10% bid bond on form included on page 49.

CHECKLIST FOR CONTRACT SUBMITTAL

1. Standard Public Improvement Contract
   - ☐ Fill in contractor data and certification on page 2 and 3 of the contract form.
   - ☐ Sign on page 3 of the contract form

2. Certifications of Representation
   - ☐ Check all items that apply and sign

3. ☐ IRS Form W-9

4. ☐ Exhibit D – Certification Statement for Corporation as Independent Contractor

5. Performance Bond
   - ☐ Provide on form provided on page 50 (or approved surety form)

6. Payment Bond
   - ☐ Provide on form provided on page 52 (or approved surety form)

7. ☐ Insurance certifications as required by Exhibit C (page 53)

CITY OF ASHLAND

BID AND BID SCHEDULE

TO FURNISH ALL PERMITS, LABOR, TOOLS, MACHINERY, MATERIALS, TRANSPORTATION, EQUIPMENT AND SERVICES OF ALL KINDS REQUIRED FOR THE CONSTRUCTION OF THIS PROJECT FOR THE CITY OF ASHLAND, JACKSON COUNTY, OREGON, AS STATED IN THE COMPLETED BID SCHEDULE, ALL IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, PLANS, SPECIFICATIONS, AND DRAWINGS WHICH ARE ON FILE AT THE CITY OF ASHLAND, CITY HALL, 20 EAST MAIN STREET, ASHLAND, OREGON 97520.

NAME OF BIDDER Doolittle Construction LLC

CONTACT Marc Thoreson

ADDRESS PO Box 1819

CITY Snoqualmie **STATE** WA **ZIP** 98065

TELEPHONE NO. 775-691-7232

FAX NO.

EMAIL ADDRESS mthoreson@doolittlellc.com

To the Honorable Mayor and City Council
City Hall
City of Ashland
20 East Main Street
Ashland, Oregon 97520

In response to the City of Ashland's Invitation to Bid, this Bid is submitted as an offer by the undersigned to enter into a contract with the City of Ashland for furnishing all permits, labor, tools, machinery, materials, transportation, equipment and services of all kinds required for, necessary for, or reasonable incidental to, the construction of the 2023 Street Slurry Seal Project No 2022-14 (hereinafter "Project") for the City of Ashland, Oregon, as shown in the contract documents on file at City Community Development Building, which are a condition of this Bid as though they were attached. This offer is subject to the following declarations as to the acts, intentions and understandings of the undersigned and the agreement of the City of Ashland to the terms and prices herein submitted.

2. The undersigned has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) examinations, investigation, exploration, tests, and studies which pertain to the conditions (subsurface or physical) at or contiguous to the site or otherwise and which may affect the cost, progress, performance, or furnishing of the project work as Contractor deems necessary for the performance and furnishing of the project work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents; and no additional or supplementary examinations, investigations, explorations, tests, reports, or similar information or data are or will be required by Contractor for such purposes.

3. It is understood that the City shall investigate and determine the qualifications of the apparent low responsive bidder prior to awarding the contract. The City shall reject any bid by a nonqualified or disqualified bidder. The City of Ashland reserves the right to reject for any good cause any or all bids, waive formalities, or to accept any bid which appears to serve the best interests of the City. The City reserves the right to reject any bid not in compliance with all prescribed public bidding procedures and requirements and may reject all bids for good cause upon a finding that it is in the public interest to do so. Evaluation of bids will be based on minimum requirements established by the specifications and compliance with conditions of the Notice to Contractors and Invitation to Bid, and compliance with City public contracting rules. Additional evaluation criteria are as follows: None.

4. The deadline to file a written protest or request, pursuant to the Instructions to Bidders to change contract terms, conditions or specifications is not less than ten (10) calendar days prior to bid opening. Bid closing may be extended by the City to consider a protest or request.

5. All of the contract documents, including all plans, specifications, and drawings have been examined and an examination of the site of the proposed work, together with such investigations as are necessary to determine the conditions to be encountered have been made by the undersigned and the terms and conditions of the contract and solicitation documents are hereby accepted, and that if this Offer is accepted, the undersigned will contract with the City of Ashland, Oregon, in a form substantially similar to that attached Agreement and agree to be bound to the terms and conditions of said contract and solicitation documents.

6. It is understood that the contract drawings may be supplemented by additional drawings and specifications in explanation and elaboration thereof and, if they are not in conflict with those referred to in paragraph 1 above, they shall have the same force and effect as though they were attached, and they shall be accepted as part of the contract when issued.

7. The undersigned agrees that upon written acceptance of this bid s/he will, within ten working days, of receipt of such notice, execute a formal contract agreement with the City. The undersigned further agrees that s/he will provide the following in order to execute the contract:

   Performance Bond and Corporate Surety Payment Bond, both in the amount equal to 100% of the awarded contract;

   Certificates of Insurance for Liability and property damage coverage;

incorporated in the completed work. If there shall be an increase in the amount of work covered by the lump sum price, it shall be computed on a basis of "extra work" for which an increase in payment will have been earned and if there be a decrease in the lump sum payment, it shall be made only as a result of negotiation between the undersigned and the Owner. Furthermore, it is understood that any estimate with respect to time, materials, equipment, or service which may appear on the plans or in the specifications is for the sole purpose of assisting the undersigned in checking the undersigned's own independent calculations and that at no time shall the undersigned attempt to hold the Owner, the Engineer, or any other person, firm or corporation responsible for any errors or omissions that may appear in any estimate.

9. The undersigned submits the unit prices as those at which he will perform the work involved. The extensions of the column headed "ITEM TOTAL" are made for the sole purpose of facilitating bid comparisons and if there are any discrepancies between the unit prices and the total amount shown, the unit prices shall govern.

10. The undersigned agrees to furnish labor, tools, machinery, materials, transportations, equipment and services of all kinds required for, necessary for, or reasonably incidental to, construction of this Project with all appurtenant work as required by the plans and specifications of this Offer for the unit or lump sum prices in the "BID SCHEDULE".

11. In stating prices, it is understood that the prices include all materials and work required to complete the project in accordance with the Contract Documents, the plans and the specifications. If any material, item, or service required by the plans and specifications has not been mentioned specifically in the "BID SCHEDULE," the same shall be furnished and placed with the understanding that the full cost to the City has been merged with the several prices stated in the "BID SCHEDULE."

12. The City reserves the right to cancel this solicitation or to reject any and all bids in whole or in part when the cancellation or rejection is in the best interests of the City as determined by the City in accordance with ORS 279B.100

13. The foregoing prices shall include all labor, materials, equipment, overhead, profit, insurance, and all other incidental expenses to cover the finished work of the several kinds called for. Unit prices are to be shown in both words and figures. In case of any discrepancy, the amounts shown in words shall govern.

14. Upon receipt of written notice of the acceptance of its bid, Bidder shall execute a formal contract with the City within ten (10) days, deliver surety bond or bonds as required, and deliver required proof of insurance. The bid security attached in the sum of five percent (5%) of the total price for the bid or combination of bids is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth as liquidated damages for the delay and additional expense to the Owner caused thereby.

15. If the proposed bid price will exceed $50,000.00 the undersigned, as bidder, acknowledges that provisions of ORS 279C.800 to 279C.870 relating to workers on public works to be paid not less than prevailing rate of wage shall be included in the contract, or in the alternative, if the project is to be funded with federal funds and is subject to the Davis-Bacon Act (40 U.S.C. 8276a) bidder agrees to comply with the

17. Accompanying this Offer is a certified check, cashier's check or a bid bond for the sum of 10%, payable to the City of Ashland, Oregon, this being an amount for ten percent (10%) of the total bid based upon the estimate of quantities at the above price according to the conditions of the advertisement. If this Offer is accepted by the City and the undersigned fails to execute a satisfactory contract and bonds as stated in the Advertisement within ten (10) working days from the date of notification, then the City may, at its option, determine that the undersigned has abandoned the contract and there upon this Offer shall be considered null and void, and the bid security accompanying this Offer shall be forfeited to and become the property of the City of Ashland. If the bid is not accepted, the bid security accompanying this Offer shall be returned to the undersigned.

18. The undersigned agrees to comply with the provisions of ORS 279C.800 to 279C.870, the Oregon Prevailing Wage law. The undersigned, as bidder, acknowledges that provisions of ORS 279C.800 to 279C.870 relating to workers on public works to be paid not less than prevailing rate of wage shall be included in the contract, or in the alternative, if the project is to be funded with federal funds and is subject to the Davis-Bacon Act (40 U.S.C. §276a), bidder agrees to comply with the Davis-Bacon Act requirements. The undersigned Contractor agrees to be bound by and will comply with the provisions of ORS 279C.838, 279C.840 or 40 U.S.C. 3141 to 3148. [OAR 137-049-0200(1)(a)(J)].

19. The undersigned certifies that the undersigned Contractor is not ineligible to receive a contract for a public work pursuant to ORS 279C.860. Bidder further agrees, if awarded a contract, that every subcontractor will be eligible to receive a contract for a public work pursuant to ORS 279C.860.

20. The undersigned certifies that the undersigned Contractor has not discriminated against minority, women or emerging small businesses enterprises in obtaining any required subcontracts. The bidder understands and acknowledges that it may be disqualified from bidding on this public improvement project as set forth in OAR 137-049-0370, including but not limited to City discovery a misrepresentation or sham regarding a subcontract or that the Bidder has violated any requirement of ORS 279A.110 or the administrative rules implementing the Statute.

21. The undersigned agrees that the time of completion shall be defined in the specifications, and further, the undersigned agrees to initiate and complete this Project by the date stated below.

    - The work shall be commenced within ten (10) business days after receipt of the written Notice to Proceed.
    - The work shall be completed in all respects within 60 calendar days from Notice to Proceed.
    - The undersigned agrees that the "Time of Completion" shall be as defined in the specifications and that the bidder will complete the work within the number of consecutive calendar days stated for each schedule after "Notice to Proceed" has been issued by the Owner. Bidder furthermore agrees to pay as liquidated damages, for each calendar day thereafter, the amounts shown in Standard Conditions, for each day the project remains incomplete.

22. The undersigned bidder is registered with the Oregon Construction Contractors Board (CCB), the

24. In determining the lowest responsible bidder, City shall, for the purpose of awarding the contract, add a percent increase on the bid of a non-resident bidder equal to the percent, if any, of the preference given to that bidder in the state in which the bidder resides. "Resident bidder" of Oregon means a bidder that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid, has a business address in this state and has stated in the bid that the bidder is a "resident bidder" of the State of Oregon. The undersigned represents him/her self in this bid to be either a Resident or a Nonresident bidder by completing the appropriate blank below.

    - The Bidder is _____ or is not X a Resident Bidder as defined in ORS 279A.120.

25. The undersigned hereby represents that no Councilor, Commissioner, officer, agency or employee of the City of Ashland is personally interested directly or indirectly in this Contract or the compensation to be paid hereunder and that no representation, statement or statements, oral or in writing, of the City, its Councilors, Commissioners, officers, agents or employees had induced him/her to enter into this Contract, and the papers made a part of its terms;

26. The undersigned has not directly or indirectly induced or solicited any person to submit a false or sham bid or refrain from bidding. The undersigned certifies that this bid has been arrived at independently and submitted without connection with any person, firm or corporation making a bid for the same material and is, in all respects, fair and without collusion or fraud.

27. The undersigned confirms that this firm has a Qualified Drug Testing Program for employees in place and will demonstrate this prior to award of contract. [OAR 137-049-0200(1)(c)(B)]

28. The undersigned confirms that if this contract involves asbestos abatement or removal, the bidder is licensed under ORS 468A.710 for asbestos removal. Asbestos abatement is not implicated in this contract.

29. The City of Ashland may waive minor informalities, reject any bid not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all bids upon a finding that it is in the public interest to do so.

30. The undersigned confirms that this offer is not contingent upon City's acceptance of any terms and conditions other than those contained in this Solicitation and the Contract Documents.

31. The bidder understands that the City reserves the right to make changes to the Notice to Contractors / Invitation to Bid and the resulting contract by written addenda, prior to the closing time and date. The City will transmit addenda to registered plan holders but shall publish notice of any addenda on City's website (www.ashland.or.us) at the Public Works page. The addenda may be downloaded or picked up at the Department of Public Works, 51 Winburn Way, Ashland, Oregon. The bidder must check the website and Public Works bulletin board frequently until closing.

    The bidder acknowledges that the Addendum(s) listed below have been reviewed online or a copy obtained and considered as part of the submittal of this Offer and Bid Schedule

33. Instructions for First-Tier Subcontractors Disclosure.
Bidders are required to disclose information about certain first-tier subcontractors (those subcontractors contracting directly with the bidder) when the contract price exceeds $100,000 (see ORS 279C.370). Specifically, when the contract amount of a first-tier subcontractor is greater than or equal to: (i) 5% of the project bid, but at least $15,000, or (ii) $350,000 regardless of the percentage, you must disclose the following information about that subcontract within two working hours of bid closing:

- The subcontractor's name and address;
- The subcontractor's Construction Contractor Board registration number, if one is required, and;
- The subcontract dollar value.

If you will not be using any subcontractors that are subject to the above disclosure requirements, you are required to indicate "NONE" on the form. Failure to submit this form by the disclosure deadline will result in a non-responsive bid. A non-responsive bid will not be considered for award.

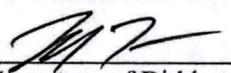
THE CITY MAY REJECT A BID IF THE BIDDER FAILS TO SUBMIT THE DISCLOSURE FORM WITH THIS INFORMATION WITHIN TWO HOURS OF BID CLOSING.

THIS DOCUMENT SHALL NOT BE FAXED. IT IS THE RESPONSIBILITY OF BIDDERS TO SUBMIT THIS DISCLOSURE FORM AND ANY ADDITIONAL SHEETS BY THE DEADLINE. SEE INSTRUCTIONS TO BIDDERS.

The disclosure should be submitted on the First-Tier Subcontractor Disclosure Form attached to this Invitation to Bid.

34. **Bidder Information and Signature**

Doolittle Construction LLC
Firm Name of Bidder


Signature of Bidder

Marc Thoreson
Printed Name of Bidder

Senior Vice President
Official Title

Washington
State of Incorporation

230244
CCB Number

Dated this 23rd day of February 2023.

BID SCHEDULE
2023 Street Slurry Seal Project
Project No. 2022-14

Spec. No.	Item No.	Item	Bid Unit	Quantity	Unit Price	Total Price
		TEMPORARY FEATURES AND APPURTENANCES				
00210	10	MOBILIZATION	LS	1	$20,000.00	$20,000.00
00225	20	TEMPORARY WORK ZONE TRAFFIC CONTROL, COMPLETE	LS	1	$11,001.12	$11,001.12
00280	30	EROSION CONTROL	LS	1	$ 2,500	$2,500
00290	40	POLLUTION CONTROL PLAN	LS	1	$2,500	$2,500
		WEARING SURFACES				
		EMULSIFIED ASPHALT SLURRY SEAL SURFACING (TYPE III)				
00706	50	ABBOTT AVE – CLAY ST TO TOLMAN CREEK RD	SQYD	3,386.46	$ 2.48	$ 8,398.42
00706	60	ACORN CIR – END OF CUL-DE-SAC TO TWIN PINES CIR	SQYD	680.60	$ 2.48	$ 1,687.89
00706	70	ALIDA ST – E MAIN ST TO SISKIYOU BLVD	SQYD	4,120.38	$ 2.48	$ 10,218.54
00706	80	APPLEGATE WAY – END OF CUL-DE-SAC TO HWY 66	SQYD	1,286.40	$ 2.48	$ 3,190.22
00706	90	AUGUSTA CT – END OF CUL-DE-SAC TO CYPRESS POINT	SQYD	601.97	$ 2.48	$ 1,492.89
00706	100	B ST – N MOUNTAIN AVE TO 5TH ST	SQYD	6,253.50	$ 2.48	$ 15,508.68
00706	110	BARRINGTON CIR – END OF CUL-DE-SAC TO CROWSON	SQYD	518.74	$ 2.48	$ 1,286.48
00706	120	BEACH ST – END OF ASPHALT TO END OF ROAD	SQYD	1,030.56	$ 2.48	$ 2,555.79
00706	130	BEAVERSLIDE – WATER ST TO LITHIA WAY	SQYD	234.42	$ 2.48	$ 581.36
00706	140	BERRY LN – END OF CUL-DE-SAC TO GRIZZLY DR	SQYD	593.00	$ 2.48	$ 1,470.64
00706	150	BLUE SKY LN – END OF ROAD TO TOLMAN CREEK RD	SQYD	1,078.00	$ 2.48	$ 2,673.44
00706	160	BROOKS LN – CROCKER ST TO ABBOTT AVE	SQYD	1,802.57	$ 2.48	$ 4,470.37
00706	170	C ST – 4TH ST TO 7TH ST	SQYD	3,649.66	$ 2.48	$ 9,051.16
00706	180	CAPELLA CIR – END OF CUL-DE-SAC TO NOVA DR	SQYD	799.44	$ 2.48	$ 1,982.61
00706	190	CHAPMAN LN – TOLMAN CREEK RD TO END OF ROAD	SQYD	711.60	$ 2.48	$ 1,764.77
00706	200	CHERRY LN – WALNUT ST TO GRANT ST	SQYD	1,766.36	$ 2.48	$ 4,380.57
00706	210	CHITWOOD LN – END OF CUL-DE-SAC TO CLAY ST	SQYD	1,305.89	$ 2.48	$ 3,238.61
00706	220	CLAY CREEK WAY – TAKELMA WAY TO TAKELMA WAY	SQYD	1,501.00	$ 2.48	$ 3,722.48
00706	230	CREEK DR – MEADOW DR TO CLAY ST	SQYD	1,890.64	$ 2.48	$ 4,688.79
00706	240	CROCKER ST PARKING BAYS	SQYD	1,257.40	$ 2.48	$ 3,118.35
00706	250	CROCKER ST – E MAIN ST TO ABBOTT AVE	SQYD	1,919.52	$ 2.48	$ 4,760.41
00706	260	CUB CIR – END OF CUL-DE-SAC TO GRIZZLY DR	SQYD	402.56	$ 2.48	$ 998.35
00706	270	CYPRESS POINT LP – AUGUSTA CT TO OAK KNOLL DR	SQYD	4,538.03	$ 2.48	$ 11,254.31
00706	280	DEWEY ST – BLAINE ST TO E MAIN ST	SQYD	1,838.97	$ 2.48	$ 4,560.67
00706	290	DOLLARHIDE WAY – ABBOTT AVE TO CLAY ST	SQYD	2,103.02	$ 2.48	$ 5,215.49
00706	300	DREW LN – SPRING WAY TO SPRING WAY	SQYD	624.04	$ 2.48	$ 1,547.62
00706	310	E PEBBLE BEACH DR – END OF CUL-DE-SAC TO OAK KNOLL DR	SQYD	900.43	$ 2.48	$ 2,233.07
00706	320	EAGLE CREEK LN – SPRING WAY TO TOLMAN CREEK RD	SQYD	1,207.24	$ 2.48	$ 2,993.96

00706	420	KESTREL PARKWAY – END OF ROAD TO E NEVADA ST	SQYD	2,208.27	$ 2.48	$	5,476.51
00706	430	LEE ST – BRIDGE ST TO WIGHTMAN ST	SQYD	1,942.52	$ 2.48	$	4,817.45
00706	440	MCCALL DR – END OF ROAD TO CLAY ST	SQYD	2,171.33	$ 2.48	$	5,384.96
00706	450	MEADOW DR – END OF ROAD TO CREEK DR	SQYD	3,423.91	$ 2.48	$	8,491.30
00706	460	MICKELSON WAY – CLAY CREEK WAY TO TAKELMA WAY	SQYD	833.68	$ 2.48	$	2,067.53
00706	470	MILL POND RD – WIGHTMAN ST TO FORDYCE ST	SQYD	2,659.20	$ 2.48	$	6,594.82
00706	480	MOHAWK ST – MARY JANE AVE TO CLAY ST	SQYD	664.44	$ 2.48	$	1,647.81
00706	490	MORTON ST – E MAIN ST TO SISKIYOU BLVD	SQYD	2,564.64	$ 2.48	$	6,360.31
00706	500	MOUNTAIN MEADOWS DR – END OF ROAD TO N MOUNTAIN AVE	SQYD	1,328.97	$ 2.48	$	3,295.85
00706	510	N PIONEER ST – B ST TO LITHIA WAY	SQYD	1,383.43	$ 2.48	$	3,430.91
00706	520	N WIGHTMAN ST – END OF CUL-DE-SAC TO E MAIN ST	SQYD	4,000.38	$ 2.48	$	9,920.94
00706	530	NOVA DR – JAQUELYN ST TO TOLMAN CREEK RD	SQYD	1,744.31	$ 2.48	$	4,325.89
00706	540	OAK HILL CIR – END OF CUL-DE-SAC TO HWY 66	SQYD	935.15	$ 2.48	$	2,319.17
00706	550	OLD MILL WAY – SPRING HILL DR TO TOLMAN CREEK RD	SQYD	996.67	$ 2.48	$	2,471.74
00706	560	OTIS ST – END OF CUL-DE-SAC TO N LAUREL ST	SQYD	3,209.81	$ 2.48	$	7,960.37
00706	570	PATTON LN – END OF ROAD TO FAIR OAKS AVE	SQYD	554.89	$ 2.48	$	1,376.13
00706	580	PINECREST TERR – ELKADER ST TO STARLITE PL	SQYD	5,531.67	$ 2.48	$	17,718.54
00706	590	PRIM ST – WIMER ST TO TUCKER ST	SQYD	4,201.82	$ 2.48	$	10,420.51
00706	600	ROSS LN – GARDEN WAY TO END OF ASPHALT	SQYD	634.67	$ 2.48	$	1,573.58
00706	610	SALISHAN CT – END OF CUL-DE-SAC TO OAK KNOLL DR	SQYD	825.98	$ 2.48	$	2,048.43
00706	620	SARATOGA LN – END OF ROAD TO TOLMAN CREEK RD	SQYD	318.00	$ 2.48	$	788.64
00706	630	SEVENTH ST – E MAIN ST TO A ST	SQYD	4,122.06	$ 2.48	$	10,222.31
00706	640	SIXTH ST – E MAIN ST TO B ST	SQYD	2,761.37	$ 2.48	$	6,848.20
00706	650	SPRING HILL DR – END OF ROAD TO TOLMAN CREEK RD	SQYD	645.32	$ 2.48	$	1,600.79
00706	660	SPRING WAY – SPRING HILL DR TO EAGLE CREEK LN	SQYD	948.90	$ 2.48	$	2,353.27
00706	670	ST ANDREWS CT – END OF CUL-DE-SAC TO OAK KNOLL DR	SQYD	1,070.35	$ 2.48	$	2,654.47
00706	680	STONERIDGE AVE – END OF ROAD TO FAIR OAKS AVE	SQYD	637.00	$ 2.48	$	1,579.76
00706	690	TAKELMA WAY – TOLMAN CREEK RD TO CLAY ST	SQYD	6,665.56	$ 2.48	$	16,530.59
00706	700	TWIN PINES CIR – OAK KNOLL DR TO OAK KNOLL DR	SQYD	4,229.57	$ 2.48	$	10,489.73
00706	710	VILLARD ST – CALY ST TO ENGLE ST	SQYD	1,439.33	$ 2.48	$	3,569.54
00706	720	W PEBBLE BEACH DR – END OF CUL-DE-SAC TO OAK KNOLL DR	SQYD	539.12	$ 2.48	$	1,337.02
00706	730	WALNUT ST – WILEY ST TO LUNA VISTA ST	SQYD	1,836.00	$ 2.48	$	4,553.28
00706	740	WEDGEWOOD LN – OAK HILL CIR TO HWY 66	SQYD	1,356.81	$ 2.48	$	3,364.89
00706	750	WILEY ST – PRIM ST TO CHESTNUT ST	SQYD	3,277.01	$ 2.48	$	8,126.98
		EMULSIFIED ASPHALT SLURRY SEAL SURFACING (TYPE I)					
00706	760	FIRE STATION #1 PARKING LOT	SQYD	553.33	$ 5.00	$	2,766.65

BID TOTAL $379,379.00

FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM

INSTRUCTIONS

Instructions for Submitting Form

Submit the First-Tier Subcontractor Disclosure form in any of the following manners:

- Not later than two working hours after the time set for opening Bids. (For example, before 11:00 a.m. after a 9:00 a.m. Bid Opening.) Submit according to one of the following methods:
- Print the form from the Bid Booklet, fill it in, and either:
    - o Deliver to the following address where it can be time and date stamped

      City of Ashland
      Community Development and Engineering Services Building
      51 Winburn Way
      Ashland, OR 97520, or

    - o FAX it to (541) 488-6006.

The Agency is not responsible for partial, failed, illegible, or partially legible FAX transmissions or electronic submissions.

Instructions for First-Tier Subcontractor Disclosure

Without regard to the amount of a Bidder's Bid, if the Agency's cost range for a public improvement project in the "Notice to Contractors", or in other advertisement or solicitation documents is greater than $100,000, bidders are required to disclose information about first-tier subcontractors that will furnish labor or labor and materials (See ORS 279C.370). Specifically, when the contract amount of a first-tier subcontractor is greater than or equal to: (1) 5% of the total project Bid, but at least $15,000, or (2) $350,000 regardless of the percentage of the total project Bid, you must disclose the following information about that subcontractor not later than two working hours after the time set for opening Bids:

- The name of the subcontractor
- The category of work that the subcontractor will be performing
- The dollar amount of the subcontract

If the Agency's cost range is greater than $100,000 and you will not be using any first-tier subcontractors, you are still required to submit the form, with the appropriate box checked or enter "NONE" on the first line.

1) Determine the lowest possible prime contract price. That will be the base Bid amount less all alternate deductive Bid amounts (exclusive of any options that can only be exercised after Bid award).

2) Provide the required disclosure information for any first-tier subcontractor whose potential contract services are greater than or equal to: (1) 5% of the lowest contract price, but at least $15,000, or (2) $350,000 regardless of the percentage. Total all possible work for each subcontractor in making this determination, (for example, if a subcontractor will provide $15,000 worth of services on the base Bid and $40,000 on an additive alternate, then the potential amount of the subcontractor's services is $55,000. Assuming that $55,000 exceeds 5% of the lowest contract price, provide the disclosure for both the $15,000 services and the $40,000 services).

FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM

Project Name 2023 Street Slurry Seal Project

Project Number 2022-14

Bid Opening Date 2/23/23

Name of Bidding Contractor Doolittle Construction LLC

☒ *CHECK THIS BOX IF YOU WILL NOT BE USING ANY FIRST-TIER SUBCONTRACTORS OR IF YOU ARE NOT SUBJECT TO THE DISCLOSURE REQUIREMENTS (SEE INSTRUCTIONS)*

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount
Category of Work	

Firm Name	Dollar Amount

EXHIBIT E
BONDS
CITY OF ASHLAND
STANDARD PUBLIC IMPROVEMENT CONTRACT

BID BOND

We, Doolittle Construction LLC, a corporation or partnership duly organized under the laws of the State of WA, and authorized to transact business in the State of Oregon, as "**PRINCIPAL**," and,

We, Philadelphia Indemnity Insurance Company, a corporation or partnership duly organized under the laws of the State of PA, and authorized to transact business in the State of Oregon, as **"SURETY,"**

hereby jointly and severally bind ourselves, our respective heirs, executors, administrators, successors and assigns firmly by these presents to pay unto the City of Ashland, Oregon, (**OBLIGEE**) the sum of ($----------)
ten percent (10%) of the total amount bid---------- Dollars.

The condition of the obligation of this bond, is that the PRINCIPAL herein has in response to City's *Notice to Contractors and Invitation to Bid*, submitted its Offer for the *2023 STREET SLURRY SEAL PROJECT No. 2022-14* , which Offer is incorporated herein and made a part hereof by this reference, and Principal is required to furnish bid security in an amount equal to ten (10%) percent of the total amount of the bid pursuant to ORS 279C.365 and the City's public contracting rules and contract documents.

NOW THEREFORE, if the Offer, submitted by PRINCIPAL, is accepted, and if the Contract pursuant to the Offer is awarded to the PRINCIPAL, and if the PRINCIPAL executes such contract and furnishes such good and sufficient Performance and Payment Bonds as required by the Bidding and Contract documents within the time specified and fixed by the Documents, then this obligation shall be void; otherwise it shall remain in full force and effect. If the PRINCIPAL shall fail to execute the proposed Contract and to furnish the Performance and Payment Bonds, the SURETY hereby agrees to pay the OBLIGEE the surety bond sum as liquidated damages within ten (10) days of such failure.

IN WITNESS WHEREOF, we have caused this instrument to be executed and sealed by our duly authorized legal representatives this 23rd day of February, 20 23.

Philadelphia Indemnity Insurance Company	Doolittle Construction LLC
Surety	Principal
PO Box 3018	PO Box 1819
Address	Address
Bothell, WA 98041	Snoqualmie, WA 98065

PHILADELPHIA INDEMNITY INSURANCE COMPANY
One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

KNOW ALL PERSONS BY THESE PRESENTS: That PHILADELPHIA INDEMNITY INSURANCE COMPANY (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint Steven M. Wagner, Michael A. Murphy, Jim W. Doyle, Chad M. Epple, Jim S. Kulch, Julie M. Glover, Theresa A. Lamb, Danielle Enriquez, Sarah H. Behrens, Emma C. Doleshel and Heather L. Allen of HUB International Northwest, LLC its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed $50,000,000.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14th of November, 2016.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEALTO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 5TH DAY OF MARCH, 2021.

(Seal)

John Glomb, President & CEO
Philadelphia Indemnity Insurance Company

On this 5th day of March, 2021 before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the PHILADELPHIA INDEMNITY INSURANCE COMPANY; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.

Notary Public: Vanessa McKenzie

Commonwealth of Pennsylvania - Notary Seal
Vanessa Mckenzie, Notary Public
Montgomery County
My commission expires November 3, 2024
Commission number 1366394
Member, Pennsylvania Association of Notaries

residing at: Bala Cynwyd, PA

My commission expires: November 3, 2024

Council Business Meeting

April 4, 2023

Agenda Item	Public contract award for brass fittings greater than $100,000	
From	Michael Morrison	Operations Deputy Director
Contact	michael.morrison@ashland.or.us 541-552-2325	
Item Type	Requested by Council ☐ Update ☐ Request for Approval ☒ Presentation ☐	

SUMMARY

Approval is being requested to award a public contract greater than $100,000.00. The City's intent is to award a public contract in the amount of $120,641.20 to Iconix Waterwork (lowest bidder) for brass fittings (Water Department/inventory Materials).

POLICIES, PLANS & GOALS SUPPORTED

Department Goals:

- Maintain existing infrastructure to meet regulatory requirements and minimize life-cycle costs
- Deliver timely life cycle capital improvement projects
- Maintain and improve infrastructure that enhances the economic vitality of the community

BACKGROUND AND ADDITIONAL INFORMATION

An informal Intermediate Procurement (Sourcing Method/Solicitation) was facilitated, and the City received five (5) bids in response to the ITB (Invitation to Bid) for brass fittings.

We are placing a larger order to increase the number of parts we have in our warehouse as supply chain issues and extended delivery times are increasingly putting us at risk of not having the necessary parts available when needed.

In accordance with AMC 2.50.070(1), this contract exceeds the delegated authority of $100,000.00 for Goods and Services (type of procurement) and thus requires Council approval.

FISCAL IMPACTS

This purchase is within the normal scope of what's budgeted for repair and replacement parts. We are placing a larger order to increase the number of parts we have in our warehouse as supply chain issues and extended delivery times are increasingly putting us at risk of not having the necessary parts available when needed.

DISCUSSION QUESTIONS

N/A

SUGGESTED NEXT STEPS

Staff recommends the public contract award for brass fittings be awarded to the lowest bidder, Iconix Waterwork.

REFERENCES & ATTACHMENTS

Bid Summer and Invitation to Bid, for Brass Fittings (Water Department/Inventory Materials)

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				BUDGE MCHUGH				
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)	MA
Inventory # 4-0615-00			100	Ford C44-44-Q-NL	$24.95	$2,495.00	25-27 Weeks	
1" PjxPj coupling (Or Equivalent)								
Manufacturer	**Part Number**	**Mfg Description**						
Ford	c44-44-q-nl	1IN CPLG CTS QJ/CTS QJ						
Mueller	h-15403n	1IN CPLG CTS /CTS						
McDonald	5182-001	74758Q 1nCoupling CTSxCTS NL						
4-3005-00			200	Ford GA13-444-NL	$82.65	$16,530.00	25-27 Weeks	
1"Angle Hand Valve (No Substitution)								
Manufacturer	**Part Number**	**Mfg Description**						
Ford	ga13-444-nl	1IN ANG GLOBE VALVE FIP/MTRNUT						
4-0581-00			100	Ford C84-44-Q-NL	$21.25	$2,125.00	25-27 Weeks	
1" MipxPj coupling (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	c84-44-q-nl	1IN CPLG MIP/CTS QJ						
Mueller	h-15428n	1in Conductive Compression CTS OD tubingx M.I.P thread						
McDonald	5182-000	1in adapter ctsxmnpt-nl						
4-0563-00			100	Ford F1000-4-Q-NL	$59.15	$5,915.00	25-27 Weeks	I
Corp Stop 1" CCxPJ (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	f1000-4-q-nl	1IN KEYCORP AWWA/CTS QJ						
Mueller	b-25008n	1in Mueller® 300 Ball Corporation Valve						
McDonald	5182-049	1in Ball Corp AWWA x CTS-NL						
4-0545-00			200	Ford BA43-444W-Q-NL	$136.25	$27,250.00	25-27 Weeks	Fo
Angle Stop 1" PjxMtr (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	BA43-444W-Q-NL	1IN ANGLE VALVE CTS QJ/MTR NUT						

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				BUDGE MCHUGH				
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)	MA
4-3000-00			200	Ford GA13-332-NL	$51.75	$10,350.00	25-27 Weeks	
Hand Valve 3/4" Angle (No Substitution)								
Manufacturer	Part Number	Mfg Description						
Ford	GA13-332-NL	3/4 ANG GLOBE VLV FIP/MTR NUT						
4-0490-00			200	Ford F1000-3-Q-NL	$39.15	$7,830.00	25-27 Weeks	
Corp Stop 3/4" CCxPJ (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	F1000-3-Q-NL	3/4 KEYCORP AWWA/CTS QJ						
Mueller	B-25008n	3/4" Mueller® 300 Ball Corporation Valve						
McDonald	5182-028	3/4" Ball Corp AWWA x CTS-NL						
4-0857-00			100	Ford CF31-77-NL	$67.70	$6,770.00	25-27 Weeks	
Meter Flange 2" (No Substitution)								
Manufacturer	Part Number	Mfg Description						
Ford	CF31-77-NL	2IN FLANGE/FIP						
4-2068-00			50	Ford BFA43-777W-Q-NL	$399.00	$19,950.00	25-27 Weeks	For
Angle Stop 2" PJxMTR FLG (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	BFA43-777W-Q-NL	2IN FLANGED ANGLE BALL VALVE						
Mueller	H-14277N	2" Ground key angle meter valves						
McDonald	5129-062	2" Angle Ball Conf SPC CTSxFLG NL						
4-0630-00			50	Ford C44-77-Q-NL	$112.85	$5,642.50	25-27 Weeks	
Coupling 2" PJxPJ (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	C44-77-Q-NL	2" CTS QUICK JOINT by 2" CTS QUICK JOIN						
Mueller	H-15403N	2IN CPLG CTS /CTS						
McDonald	5182-079	2IN CPLG CTS /CTS NL						

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				BUDGE MCHUGH				
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)	MA
4-0627-00			20	Ford C84-77-Q-NL	$84.75	$1,695.00	25-27 Weeks	
Coupling 2" MIP x PJ (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	C84-77-Q-NL	2IN CPLG MIP/CTS QJ						
Mueller	h-15428n	2" Conductive Compression CTS OD tubingx M.I.P thread						
McDonald	5182-088	2" CTSx MIP NL						
4-0653-00			15	Ford L84-77-Q-NL	$136.00	$2,040.00	15-27 Weeks	
ELL 2" 90 DEG PJ x MIP (Or Equivalent)								
Manufacturer	Part Number	Mfg Description						
Ford	L84-77-Q-NL	2IN ELL90 MIP/CTS QJ						
Mueller	P-15531N	2" Quarter bend coupling						
McDonald	5182-090	2" Quarter Bend CTS X MNPT						
						$138,530.00		
COMMENTS:				Total $138,530.00 "All or None"				Total

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				FERGUSON WATERWORK			
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)
Inventory # 4-0615-00			100	AY McDonald 5182-001	$33.18	$3,318.00	18 Weeks
1" PjxPj coupling (Or Equivalent)							
Manufacturer	**Part Number**	**Mfg Description**					
Ford	c44-44-q-nl	1IN CPLG CTS QJ/CTS QJ					
Mueller	h-15403n	1IN CPLG CTS /CTS					
McDonald	5182-001	74758Q 1nCoupling CTSxCTS NL					
4-3005-00			200	No Bid			
1"Angle Hand Valve (No Substitution)							
Manufacturer	**Part Number**	**Mfg Description**					
Ford	ga13-444-nl	1IN ANG GLOBE VALVE FIP/MTRNUT					
4-0581-00			100	AY McDonald 5182-000	$28.22	$2,822.00	20 Weeks
1" MipxPj coupling (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	c84-44-q-nl	1IN CPLG MIP/CTS QJ					
Mueller	h-15428n	1in Conductive Compression CTS OD tubingx M.I.P thread					
McDonald	5182-000	1in adapter ctsxmnpt-nl					
4-0563-00			100	AY McDonald 5182-049 Please note that the AY part is a ball valve VS. The Ford is a plug valve.	$101.06	$10,106.00	20 Weeks
Corp Stop 1" CCxPJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	f1000-4-q-nl	1IN KEYCORP AWWA/CTS QJ					
Mueller	b-25008n	1in Mueller® 300 Ball Corporation Valve					
McDonald	5182-049	1in Ball Corp AWWA x CTS-NL					
4-0545-00			200	AY McDonald 5182-072	$86.50	$17,300.00	29 Weeks
Angle Stop 1" PjxMtr (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	BA43-444W-Q-NL	1IN ANGLE VALVE CTS QJ/MTR NUT					

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				FERGUSON WATERWORK			
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)
4-3000-00			200	No Bid			
Hand Valve 3/4" Angle (No Substitution)							
Manufacturer	Part Number	Mfg Description					
Ford	GA13-332-NL	3/4 ANG GLOBE VLV FIP/MTR NUT					
4-0490-00			200	AY McDonald 5182-028 Please not AY part is a Ball Valve VS Ford part is a plug valve.	$76.83	$15,366.00	20 Weeks
Corp Stop 3/4" CCxPJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	F1000-3-Q-NL	3/4 KEYCORP AWWA/CTS QJ					
Mueller	B-25008n	3/4" Mueller® 300 Ball Corporation Valve					
McDonald	5182-028	3/4" Ball Corp AWWA x CTS-NL					
4-0857-00			100	No Bid			
Meter Flange 2" (No Substitution)							
Manufacturer	Part Number	Mfg Description					
Ford	CF31-77-NL	2IN FLANGE/FIP					
4-2068-00			50	AY McDonald 5129-062	$378.19	$18,909.50	20 Weeks
Angle Stop 2" PJxMTR FLG (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	BFA43-777W-Q-NL	2IN FLANGED ANGLE BALL VALVE					
Mueller	H-14277N	2" Ground key angle meter valves					
McDonald	5129-062	2" Angle Ball Conf SPC CTSxFLG NL					
4-0630-00			50	AY McDonald 5182-079	$149.89	$7,494.50	18 Weeks
Coupling 2" PJxPJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	C44-77-Q-NL	2" CTS QUICK JOINT by 2" CTS QUICK JOIN					
Mueller	H-15403N	2IN CPLG CTS /CTS					
McDonald	5182-079	2IN CPLG CTS /CTS NL					

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				FERGUSON WATERWORK			
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)
4-0627-00			20	AY McDonald 5182-088	$112.58	$2,251.60	18 Weeks
Coupling 2" MIP x PJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	C84-77-Q-NL	2IN CPLG MIP/CTS QJ					
Mueller	h-15428n	2" Conductive Compression CTS OD tubingx M.I.P thread					
McDonald	5182-088	2" CTSx MIP NL					
4-0653-00			15	AY McDonald 5180-090	$180.62	$2,709.30	18 Weeks
ELL 2" 90 DEG PJ x MIP (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	L84-77-Q-NL	2IN ELL90 MIP/CTS QJ					
Mueller	P-15531N	2" Quarter bend coupling					
McDonald	5182-090	2" Quarter Bend CTS X MNPT					
						$108,562.90	
COMMENTS:				"Please note we can get alternates of the Ford only items as well if you want to entertain them."			

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				ICONIX WATERWORK			
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)
Inventory # 4-0615-00			100	AY McDonald 5182-001	$24.18	$2,418.00	18 Weeks
1" PjxPj coupling (Or Equivalent)							
Manufacturer	**Part Number**	**Mfg Description**					
Ford	c44-44-q-nl	1IN CPLG CTS QJ/CTS QJ					
Mueller	h-15403n	1IN CPLG CTS /CTS					
McDonald	5182-001	74758Q 1nCoupling CTSxCTS NL					
4-3005-00			200	Ford GA13-444-NL	$76.06	$15,212.00	18-20 Weeks
1"Angle Hand Valve (No Substitution)							
Manufacturer	**Part Number**	**Mfg Description**					
Ford	ga13-444-nl	1IN ANG GLOBE VALVE FIP/MTRNUT					
4-0581-00			100	AY McDonald 5182-000	$20.79	$2,079.00	18 Weeks
1" MipxPj coupling (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	c84-44-q-nl	1IN CPLG MIP/CTS QJ					
Mueller	h-15428n	1in Conductive Compression CTS OD tubingx M.I.P thread					
McDonald	5182-000	1in adapter ctsxmnpt-nl					
4-0563-00			100	AY McDonald 5182-049 CTS 74701BQ	$74.46	$7,446.00	20 Weeks
Corp Stop 1" CCxPJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	f1000-4-q-nl	1IN KEYCORP AWWA/CTS QJ					
Mueller	b-25008n	1in Mueller® 300 Ball Corporation Valve					
McDonald	5182-049	1in Ball Corp AWWA x CTS-NL					
4-0545-00			200	AY McDonald 5182-072 1" Angle Ball Valve	$63.74	$12,748.00	29 Weeks
Angle Stop 1" PjxMtr (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	BA43-444W-Q-NL	1IN ANGLE VALVE CTS QJ/MTR NUT					

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				ICONIX WATERWORK			
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)
4-3000-00			200	Ford GA13-332-NL	$47.61	$9,522.00	18-20 Weeks
Hand Valve 3/4" Angle (No Substitution)							
Manufacturer	Part Number	Mfg Description					
Ford	GA13-332-NL	3/4 ANG GLOBE VLV FIP/MTR NUT					
4-0490-00			200	AY McDonald 5182-028 3/4 Ball Corp	$56.61	$11,322.00	20 Weeks
Corp Stop 3/4" CCxPJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	F1000-3-Q-NL	3/4 KEYCORP AWWA/CTS QJ					
Mueller	B-25008n	3/4" Mueller® 300 Ball Corporation Valve					
McDonald	5182-028	3/4" Ball Corp AWWA x CTS-NL					
4-0857-00			100	AY McDonald 5133-125	$66.24	$6,624.00	20 Weeks
Meter Flange 2" (No Substitution)							
Manufacturer	Part Number	Mfg Description					
Ford	CF31-77-NL	2IN FLANGE/FIP					
4-2068-00			50	AY McDonald 5129-062 CTS x FLG	$278.66	$13,933.00	18 Weeks
Angle Stop 2" PJxMTR FLG (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	BFA43-777W-Q-NL	2IN FLANGED ANGLE BALL VALVE					
Mueller	H-14277N	2" Ground key angle meter valves					
McDonald	5129-062	2" Angle Ball Conf SPC CTSxFLG NL					
4-0630-00			50	Ay McDonald 5182-079	$110.44	$5,522.00	18 Weeks
Coupling 2" PJxPJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	C44-77-Q-NL	2" CTS QUICK JOINT by 2" CTS QUICK JOIN					
Mueller	H-15403N	2IN CPLG CTS /CTS					
McDonald	5182-079	2IN CPLG CTS /CTS NL					

ITB - WATER "BRASS" - Bids due by 1:00:00 PM (PST) Tuesday, March 7, 2023				ICONIX WATERWORK			
DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	Amount	AVAILABILITY (Lead Time)
4-0627-00			20	Ay McDonald 5182-088	$82.95	$1,659.00	18 Weeks
Coupling 2" MIP x PJ (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	C84-77-Q-NL	2IN CPLG MIP/CTS QJ					
Mueller	h-15428n	2" Conductive Compression CTS OD tubingx M.I.P thread					
McDonald	5182-088	2" CTSx MIP NL					
4-0653-00			15	Ay McDonald 5182-090	$133.08	$1,996.20	18 Weeks
ELL 2" 90 DEG PJ x MIP (Or Equivalent)							
Manufacturer	Part Number	Mfg Description					
Ford	L84-77-Q-NL	2IN ELL90 MIP/CTS QJ					
Mueller	P-15531N	2" Quarter bend coupling					
McDonald	5182-090	2" Quarter Bend CTS X MNPT					
						$120,641.20	
COMMENTS:							

February 27, 2023

BIDS DUE BY 1:00:00 PM (PST)
TUESDAY, MARCH 7, 2023

Submitted by: _____

Company name: _____

Telephone: _____

Invitation to Bid – BID FORM

Please bid on the following items for the City of Ashland, Water Department. All items shall be delivered **FOB ASHLAND. Bids** shall be submitted on this **BID FORM.** Item(s) will be awarded individually to the lowest responsible and responsive bidder(s). Please specify which items must be purchased as a group – "ALL OR NONE". Late bids will not be considered. Terms or discounts which are conditioned upon payment within a certain time will not be considered for purposes of comparison of bids. Bids can be emailed to kari.olson@ashland.or.us or faxed to (541) 488-5320.

DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	AVAILABILITY (Lead Time)
Inventory # 4-0615-00			100			
1" PjxPj coupling (Or Equivalent)						
Manufacturer	**Part Number**	**Mfg Description**				
Ford	c44-44-q-nl	1IN CPLG CTS QJ/CTS QJ				
Mueller	h-15403n	1IN CPLG CTS /CTS				
McDonald	5182-001	74758Q 1nCoupling CTSxCTS NL				
4-3005-00			200			
1"Angle Hand Valve (No Substitution)						
Manufacturer	**Part Number**	**Mfg Description**				
Ford	ga13-444-nl	1IN ANG GLOBE VALVE FIP/MTRNUT				
4-0581-00			100			
1" MipxPj coupling (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	c84-44-q-nl	1IN CPLG MIP/CTS QJ				
Mueller	h-15428n	1in Conductive Compression CTS OD tubingx M.I.P thread				
McDonald	5182-000	1in adapter ctsxmnpt-nl				

DESCRIPTION			QTY	MANUFACTURERE & PART #	PRICE (Price per each/Must include any freight charges)	AVAILABILITY (Lead Time)
4-0563-00			100			
Corp Stop 1" CCxPJ (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	f1000-4-q-nl	1IN KEYCORP AWWA/CTS QJ				
Mueller	b-25008n	1in Mueller® 300 Ball Corporation Valve				
McDonald	5182-049	1in Ball Corp AWWA x CTS-NL				
4-0545-00			200			
Angle Stop 1" PjxMtr (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	BA43-444W-Q-NL	1IN ANGLE VALVE CTS QJ/MTR NUT				
Mueller	b-24258n	1 in Mueller 300 Ball Angle Meter Valve				
McDonald	5182-072	1in ANGLE PLUG VALVE CTSxMTR- NL				
4-0456-00			200			
Angle Stop 3/4" pjxmtr (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	BA43-332W-Q-NL	3/4 ANG VALVE CTS QJ/MTR NUT				
Mueller	b-24258n	3/4" Mueller 300 Ball Angle Meter Valve				
McDonald	5182-356	3/4" Angle Plug Valve CTSxMTR- NL				
4-3000-00			200			
Hand Valve 3/4" Angle (No Substitution)						
Manufacturer	Part Number	Mfg Description				
Ford	GA13-332-NL	3/4 ANG GLOBE VLV FIP/MTR NUT				

DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	AVAILABILITY (Lead Time)
4-0490-00			200			
Corp Stop 3/4" CCxPJ (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	F1000-3-Q-NL	3/4 KEYCORP AWWA/CTS QJ				
Mueller	B-25008n	3/4" Mueller® 300 Ball Corporation Valve				
McDonald	5182-028	3/4" Ball Corp AWWA x CTS-NL				
4-0857-00			100			
Meter Flange 2" (No Substitution)						
Manufacturer	Part Number	Mfg Description				
Ford	CF31-77-NL	2IN FLANGE/FIP				
4-2068-00			50			
Angle Stop 2" PJxMTR FLG (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	BFA43-777W-Q-NL	2IN FLANGED ANGLE BALL VALVE				
Mueller	H-14277N	2" Ground key angle meter valves				
McDonald	5129-062	2" Angle Ball Conf SPC CTSxFLG NL				
4-0630-00			50			
Coupling 2" PJxPJ (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	C44-77-Q-NL	2" CTS QUICK JOINT by 2" CTS QUICK JOINT				
Mueller	H-15403N	2IN CPLG CTS /CTS				
McDonald	5182-079	2IN CPLG CTS /CTS NL				

DESCRIPTION			QTY	MANUFACTURER & PART #	PRICE (Price per each/Must include any freight charges)	AVAILABILITY (Lead Time)
4-0650			50			
2" Pj x PJ 90 Elbow (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	L44-77-Q-NL	2IN ELL90 CTS QJ/CTS QJ				
Mueller	H-15526N	2" Quarter bend union				
McDonald	5182-089	2" Quarter Bend CTSxCTS NL				
4-0627-00			20			
Coupling 2" MIP x PJ (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	C84-77-Q-NL	2IN CPLG MIP/CTS QJ				
Mueller	h-15428n	2" Conductive Compression CTS OD tubingx M.I.P thread				
McDonald	5182-088	2" CTSx MIP NL				
4-0653-00			15			
ELL 2" 90 DEG PJ x MIP (Or Equivalent)						
Manufacturer	Part Number	Mfg Description				
Ford	L84-77-Q-NL	2IN ELL90 MIP/CTS QJ				
Mueller	P-15531N	2" Quarter bend coupling				
McDonald	5182-090	2" Quarter Bend CTS X MNPT				

Method of Award: *ORS 279B.070 Intermediate Procurements. (4) If a contract is awarded, the contracting agency shall award the contract to the offeror whose quote or proposal will best serve the interests of the contracting agency, taking into account price as well as considerations including, but not limited to, experience, expertise, product functionality, suitability for a particular purpose and contractor responsibility under ORS 279B.*

THANK YOU.

Kari Olson
Purchasing Representative
Telephone: (541) 488-5354
Fax: (541) 488-5320

City of Ashland
Service Center
90 N. Mountain Avenue
Ashland, Oregon 97520

Council Business Meeting

April 4, 2023

Agenda Item	Ordinance 3218 Second Reading of 2022 Oregon Fire Code	
From	Ralph Sartain	Fire Chief
Contact	Ralph.sartain@ashland.or.us 541-552-2229	
Item Type	Requested by Council ☐ Update ☐ Request for Approval ☒ Presentation ☐	

SUMMARY

The State of Oregon has adopted the 2022 Oregon Fire Code. Because this has happened the City of Ashland must update its municipal code and adopt the 2022 Oregon Fire Code as well to be in compliance with state standards.

POLICIES, PLANS & GOALS SUPPORTED

Analyze City departments/programs to gain efficiencies, reduce costs and improve services.

Support Innovative Programs that Protect the Community

PREVIOUS COUNCIL ACTIONS:

Ord. 3186, amended 01-07-2020, to adopt 2019 Oregon Fire Code
Ord. 3161, amended 02-05-2018, Correct typographical errors, update fee schedule allows APD to enforce provisions of the fire code.
Ord. 3104, 2014 to adopt 2014 Oregon Fire Code
Ord. 3037, amended 09-07-2010 to adopt 2010 Oregon Fire Code
Res. 2009-34, Established Semi-Annual Inspections.
Ord. 2944 amended 11-06-2007 to adopt 2007 Oregon Fire Code

BACKGROUND AND ADDITIONAL INFORMATION

The current fire code through ORS was adopted in October 2022, replacing the 2019 Oregon Fire Code with the 2022 Oregon Fire Code. Because of this, Ashland needs to adopt the 2022 Oregon Fire Code.

Section 1: Changes code from 2019 to 2022, and changes Appendix Numbering to Comply with new Numbering in Appendix of Fire Code
Section 2: No Changes
Section 3: Changes Division Chief of Fire and Life Safety to Fire Chief. Adds sub section 11. Occupancy Classifications. Meets national standards for definitions of low-risk, moderate risk, high risk occupancies and critical infrastructure. Renumbers subsection 11 to 12. Adds section 13 which establishes scope of fire prevention and code enforcement activities in existing occupancies, new construction and renovation projects. Renumbers subsection 12 to 14.
Section 4: No Changes
Section 5: No Changes
Section 6: Changes Fire Code from 2019 to 2022.
Section 7: No Change

Section 8: No Change
Section 9: No Change
Section 10: No Change
Section 11: No Change
Section 12: No Change
Section 13: No Change
Section 14: No Change

FISCAL IMPACTS

There is no financial impact on the City by adopting the code.

SUGGESTED NEXT STEPS

Staff recommends approval of the 2nd reading of Ordinance No. 3218.

Actions, Options & Potential Motions:

I move to approve the 2nd reading of Ordinance No. 3218 to amend the Ashland Fire Prevention Code AMC Chapter 15.28.

REFERENCES & ATTACHMENTS

Ordinance Bill No. 3218

ORDINANCE BILL NO. 3218

AN ORDINANCE TO AMEND THE ASHLAND FIRE PREVENTION CODE; REPEALING AND REPLACING AMC CHAPTER 15.28

Annotated to show deletions and additions to the Ashland Municipal Code sections being modified. Deletions are ~~**bold lined through**~~, and additions are **bold underlined.**

WHEREAS, the Fire Chief wishes to amend the Ashland Municipal Fire Code to adopt the current 2022 Oregon Fire Code and to allow the addition of an inspection program in compliance with NFPA 1730 the Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Education Operations

THE PEOPLE OF THE CITY OF ASHLAND DO ORDAIN AS FOLLOWS:

SECTION 1. 15.28.010 Adoption of Oregon Fire Code

Except as specifically excluded or modified by this chapter, the City of Ashland adopts the ~~**2019**~~ **2022** Oregon Fire Code and appendices A through N and Q ~~**and R**~~ **through T** which will be referred to in the Ashland Municipal Code as the Oregon Fire Code ("OFC"). One (1) copy of the Oregon Fire Code and appendices shall be filed in the office of the City Recorder. (Ord. 3161 § 1, amended, 02/05/2018; Ord. 3104, amended, 2014; Ord. 3037, amended, 09/07/2010; Ord. 2944, amended, 11/06/2007; Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006)

SECTION 2. 15.28.020 Establishment of Duties

The Oregon Fire Code shall be enforced by the Fire Code Official as defined by the Oregon Fire Code. (Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006

SECTION 3. 15.28.030 Definitions

The following definitions govern the construction of this chapter:

1. "Jurisdiction," as used in the Oregon Fire Code, means the City of Ashland ("Ashland").

2. "Department of Fire Prevention," as used in the Oregon Fire Code, means ".Wildfire and Community Risk Reduction Division"

3. "Fire Code Official," as used in the Oregon Fire Code, means the ~~**Division Chief of Fire and Life Safety**~~ **Fire Chief** or designee.

4. "Apparatus cost" means the standardized cost, including repairs and depreciation, for the use of Ashland Fire and Rescue ("AF&R") and public works apparatus or equipment, as set forth in adopted regulations of the State Fire Marshal or in City resolution, and the cost for the use of apparatus or equipment of another jurisdiction which may respond to an incident pursuant to statute or intergovernmental agreement.

5. "Direct costs" means those costs of supplies, apparatus and labor incurred by the City or another jurisdiction in responding to an incident and as may be set forth in adopted regulations of the State Fire Marshal or in City resolution.

6. "Direct fire or rescue services" means any service provided by employees of the City (1) to a person whose person or property is injured or threatened with injury; or (2) to a person whose property has injured or threatens to injure another person or another person's property, for which a charge is not otherwise imposed under this code. "Direct fire or rescue services" includes, but is not limited to, the suppression of fires, the rescue of persons or property, the provision of medical assistance, and containment and cleanup of hazardous materials.

7. "Indirect costs" means those costs that are set forth in adopted regulations of the State Fire Marshal or in City resolution, and which are the product of the state "average response availability rate" and the time spent responding to an incident, together with the state "average support services cost per incident," as defined by the State Fire Marshal.

8. "General costs" means direct or indirect costs that are not attributable to any particular person who received direct fire and rescue services.

9. "Gross negligence" means conduct with conscious indifference to or reckless disregard of the rights of others.

10. "Labor costs" means the compensation paid by the City to its employees, including but not limited to base pay, overtime pay and fringe benefits, during the time spent responding to an incident.

11. Occupancy Classification:

Low-Risk Occupancy. An occupancy that has a history of low frequency of fires and minimal potential for loss of life or economic loss. Examples of low-risk occupancies could include storage, mercantile, and business.

Moderate-Risk Occupancy. An occupancy that has a history of moderate frequency of fires or a moderate potential for loss of life or economic loss. Examples of moderate- risk occupancies could include ambulatory health care and industrial occupancies that do not maintain, store, use, or handle hazardous materials in excess of exempt amounts.

High-Risk Occupancy. An occupancy that has a history of high frequency of fires, high potential for loss of life or economic loss, or that has a low or moderate history of fires or loss of life but the occupants have a high dependency on the built-in fire protection features or staff to assist in evacuation during a fire or other emergency. Examples of high-risk occpancies could include multiple-family dwellings, high-rise buildings, hotels, dormitories, lodging and rooming, assembly, child care, detention, educational, health care, and industrial.

Critical Infrastructure. The assets, systems, and networks, whether physical or virtual, that are so vital to the community that their damage or destruction would have a debilitating effect. Examples of critical infrastructures could include water treatment plant, special structures, public safety buildings, and power plants.

~~11~~12.. "Railroad right-of-way" means a right-of-way used for rail transportation.

13. Scope. Establishes the organization and deployment of fire prevention resources for fire prevention inspection and code enforcement activities in existing occupancies, new construction and renovation inspections.

~~12~~14. "Transportation route" means a roadway or waterway against which no taxes or assessments for fire protection are levied by the City. (Ord. 3161 § 2, amended, 02/05/2018; Ord. 3081, amended, 04/02/2013)

SECTION 4. 15.28.050 Fire Protection System Maintenance

Fire protection systems service providers providing inspections, tests, and maintenance required by OFC 901.6, and the referenced standards shall be qualified and shall provide the inspections, tests, and maintenance in accordance with the referenced standards and section 108.3. Failure by a company or individual service provider to follow the referenced standards is a Class I violation. (Ord. 3161 § 3, amended, 02/05/2018; Ord. 3104, amended, 2014)

SECTION 5. 15.28.060 Restricted Uses During Fire Season

A. The City of Ashland will follow the Oregon Department of Forestry ("ODF") burn restrictions and regulations during fire season. Open flame and fire pits are prohibited at high fire index.

Exemption: A seasonal permit for contractors can be obtained for use within the City of Ashland to allow for powered equipment use during fire season (i.e., landscape, construction, etc.). Working on or within one-eighth (1/8) of a mile of ODF-protected property requires an additional permit issued from ODF.

B. The Fire Code Official or designees may issue a permit which allows a person to conduct a restricted activity as long as specified fire prevention measures are taken to reduce the potential for fire ignition. Contractors, such as those performing landscape or construction work, may obtain a seasonal permit for use within the City to allow for powered equipment used during fire season. Working on or within one-eighth (1/8) of a mile of ODF-protected property requires an additional permit issued by ODF. (Ord. 3161 § 4, amended, 02/05/2018; Ord. 3037, amended, 09/07/2010; Ord. 2944, amended, 11/06/2007; Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006)

SECTION 6. 15.28.070 City of Ashland Modifications to the Oregon Fire Code ~~2019~~ 2022 Edition

Ashland Fire Prevention Code incorporates the Oregon Fire Code ~~**2019**~~ **2022** Edition except that the following referenced OFC sections are modified as set forth below:

A. OFC Section 104.6.3 is modified by the addition of the following language:

Fire Investigation Reports for fires that are under investigation will not be released until the investigation is complete. Exception: The Fire Chief may release incomplete Fire Investigation Reports if warranted.

B. OFC Section 106.2 is modified by the addition of the following language:

1. Inspections outside of normal business hours: The Wildfire and Community Risk Reduction Division will make every attempt to conduct inspections during normal business hours (Monday thru Friday 8 am to 5 pm). If the applicant or business owner's agent requests an inspection outside of normal business hours, or if the Fire Code Official determines a permit inspection is required and there is no other alternative but to conduct the inspection outside of normal business

hours, the Fire Code Official shall inform the applicant or business agent there will be an after-hours inspection fee of $150.00. The inspection will not be performed until the required fees have been paid.

For additional information see City of Ashland Fee Schedule.

2. Re-Inspection Fees, each Fire & Life Safety inspection is provided with one additional re-inspection at no additional cost to the business. If a second re-inspection is required, a fee of the base inspection plus $100 shall be assessed. If a third re-inspection is required, a fee of the base inspection plus $200.00 shall be assessed. If a fourth re-inspection is required, a fee of the base plus $400.00 shall be assessed.

For additional information see City of Ashland Fee Schedule.

C. OFC Section 105.1.1 is modified by the addition of the following language:

A schedule of permit and service fees not more than the actual or average cost of providing service shall be established by resolution of the City Council and periodically amended by Council resolution and kept at Ashland Fire & Rescue and in the City Recorder's office. Required permits include, but may not be limited to, the following list:

1. Operational Permits:

a. Fireworks, public display of

b. Exhibits and trade shows

c. Fumigation and thermal insecticidal fogging

d. Liquid or gas-fueled vehicles or equipment in assembly buildings

e. Pyrotechnic and special effects material

f. Temporary membrane structures, tents and canopies over 400 square feet

g. Activities involving open flames

h. Haunted Houses

i. Marijuana processing

2. Construction/Use Permits:

a. Automatic fire-extinguishing systems

b. Battery Systems

c. Compressed gases

d. Fire alarm and detection systems

e. Fire Pumps

f. Flammable and Combustible Liquid Storage

g. Hazardous Materials

h. Industrial Ovens

i. LP-gas >125 gallons

j. Private Fire Hydrants

k. Spraying or dipping operations

l. Standpipe systems

m. Fire Sprinkler Systems

D. OFC Section 105.6.30, Open Burning, is modified by deleting the current language of this OFC provision entirely and adding the following language: See Ashland Municipal Code 10.30.

E. OFC Section 503.4 is modified by the addition of the following language:

1. The Ashland Police Department shall have the authority to issue fire code citations for the following offenses on public and private properties:

a. Obstruction of marked fire apparatus access roads and fire lanes (Ref. OFC 503.4; 503.2.1)

b. Failure to maintain existing NO PARKING – FIRE LANE signs/markings (Ref. OFC 503.3; D103.6)

c. Obstruction of fire hydrants and fire protection equipment (Ref. OFC 507.5.4; ORS 811.550 (16))

d. The Ashland Police Department may cite the registered owner of the vehicle if the vehicle is found to be standing in violation or tow the vehicle if in the opinion of the officer the parked vehicle is creating a hazard to the community.

F. *Section 506.1.* Add the following sentence:

The key box shall be installed and maintained in accordance with the manufacturer's instructions, and shall contain keys to gain necessary access as required by the Fire Code Official.

G. *OFC Section 507.5.1.* Delete and replace with the following:

Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 300 feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the Fire Code Official.

Exceptions:

1. For Group R-3 and Group U occupancies, the distance requirement shall be 300 feet.

2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2, or 903.3.1.3, the distance requirement shall be 600 feet (183 m).

H. OFC Section 307 is modified by deleting the current language of this OFC provision entirely and adding the following language: Refer to AMC 10.30.

I. OFC Section 901.6, Records, is modified by deleting the current language of this OFC provision entirely and adding the following language:

Records of all system inspections, tests, and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and service contractors shall send reports of tests to the City of Ashland Fire & Life Safety Division within 30 days of performing the inspection and test. The manner in which contractors shall submit ITM reports to Ashland Fire & Rescue shall be specified by the Fire Code Official.

J. OFC Section 904.1.1 is modified by the addition of the following language:

Fire protection system service providers providing inspections, tests, and maintenance required by OFC 901.6 and the referenced standards shall be qualified and shall provide the inspections,

tests and maintenance in accordance with the referenced standards. Where the manufacturer requires only manufacturer certified technicians to conduct inspection, testing and maintenance service on their engineered fire protection systems, uncertified technicians shall not service the system. Prior to conducting service in the City of Ashland the technicians shall provide a current manufacturer certification in a manner specified by the Fire Code Official.

K. OFC Section 5601.1.3 is modified by the addition of the following language:

Notwithstanding ORS 480.110 through ORS 480.165 and OAR 837-012-0600 through OAR 837-012-0675, the sale of retail fireworks as defined in OAR 837-012-0610 is prohibited within the City of Ashland.

1. The sale and/or use of retail fireworks as defined in OAR 837-012-0610 is prohibited at all times;

2. The sale and/or use of sparklers as defined in ORS 480.110 is prohibited at all times;

3. The storage of retail fireworks within the City of Ashland is prohibited at all times; and

4. The advertising of retail fireworks or sparklers is prohibited within the City of Ashland in accordance with ORS 480.152 and OAR 837-012-0665.

5. As a limited exception from the prohibitions in provisions 1 through 4 above, the use of fireworks for public display is allowed in conformance with NFPA 1123 Code for Fireworks Display, current edition, with a valid Ashland Fire & Rescue Fireworks Permit.

L. OFC Section 5601, Storage of Explosives – Prohibited, is modified by the addition of the following language:

The scope referred to in Chapter 5601 of the Oregon Fire Code which references the Oregon Revised Statutes and Oregon Administrative Rules related to explosives is amended as follows. The sale, manufacture, possession, transfer and storage of explosives as defined by ORS 480.200(3) are prohibited in all areas within the City of Ashland except as specifically permitted in writing by the Fire Code Official.

M. OFC Section 5704, Above-Ground Storage of Flammable or Combustible Liquids, is modified by the addition of the following language:

The limits referred to in Section 5704.2.9.6.1 of the Oregon Fire Code in which the storage of flammable or combustible Class I and II liquids in above-ground tanks outside of buildings is

restricted are established as follows: All City of Ashland residential and historical district areas as defined in the Comprehensive Plan. All installation and removal of above ground storage unit requires an operational permit from Ashland Fire & Rescue. New above-ground bulk storage plants for flammable or combustible liquids are prohibited within this jurisdiction.

N. The City of Ashland is prohibiting section 5707 On-Demand Mobile Fueling Operations within the City Limits.

O. OFC Section 6104, Storage of Liquefied Petroleum Gases – Restricted:

The limits referred to in Section 6104.2 of the Oregon Fire Code, in which storage of liquefied petroleum gas is restricted, are established as follows: All City of Ashland residential and historical district areas as defined in the Comprehensive Plan are limited to the aggregate capacity of any one installation shall not exceed a water capacity of 500 gallons.

Exception: In particular installations, this capacity limit shall be determined by the Fire Code Official, after consideration of special features such as topographical conditions, nature of occupancy, and proximity to buildings, capacity of proposed containers, degree of fire protection to be provided and capabilities of the City of Ashland Fire & Rescue Department.

P.OFC Appendix A101.11 is modified by the addition of the following language:

A decision by the Ashland Fire Code Official may be appealed to a Board of Appeals established pursuant to Oregon Fire Code Section 108 of the Oregon Fire Code. An appellant aggrieved by the decision of the Board of Appeals may appeal to the Oregon State Fire Marshal as provided in ORS 479.180 if the subject of the appeal concerns a matter governed exclusively by the Oregon Fire Code and the appeal is filed within 10 days of the Board's final order. If an appeal from the decision of the Board of Appeals, however, concerns a matter reserved by this Ashland Fire Prevention Code (Ashland Municipal Code Chapter 15.28) for local decision-making, such an appeal must be submitted in writing to the Ashland City Council within 10 days of the Board's final order. A decision by the City Council shall be the final decision of the City and may not be appealed to the State Fire Marshal.

Q. OFC Appendix D105.1, Aerial Fire Apparatus Access Roads, is modified by deleting the current language of this OFC provision entirely and adding the following language:

Where required. (Buildings or portions of buildings or facilities exceeding 24 feet in height above the lowest level of fire department vehicle access shall be provided with approved fire apparatus access roads capable of accommodating fire department aerial apparatus.) Where the

vertical distance between the grade plane and the highest roof surface exceeds 24 feet approved aerial fire access roads shall be provided. For the purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater. Overhead utility and power lines shall not be located within the aerial fire apparatus access roadway or between the aerial fire access road and the building.

R. OFC Appendix D105.2 is modified by deleting the current language of this OFC provision entirely and adding the following language:

Width. Fire apparatus access roads shall have a minimum unobstructed width of 26 feet in the immediate vicinity of any building or portion of building more than 24 feet in height. (Ord. 3161 § 5, amended, 02/05/2018; Ord. 3104, amended, 2014; Ord. 3059, amended, 04/17/2012; Ord. 3037, amended, 09/07/2010; Ord. 3006, amended, 03/02/2010; Ord. 2944, amended, 11/06/2007; Ord. 2932, amended, 10/18/2006; Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006; Ord. 2876, amended, 09/04/2001; Ord. 2871, amended, 08/07/2001)

S. Mobile and Temporary Cooking Operations

The City of Ashland will follow nationally referenced standards of inspection and maintenance provided by the National Fire Protection Agency (NFPA 1 National Fire Code section 50.7) for Mobile and Temporary Cooking Operations.

SECTION 7. 15.28.090 New Materials, Processes or Occupancies – Permits Required

The Building Official, the Fire Chief and the Fire Marshal shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes or occupancies for which permits are required in addition to those now enumerated in the Oregon Fire Code. The Building Official, in accordance with Section 104.9 of the Oregon Structural Specialty Code, shall record and enter in the files of the Building Department any action granting approval of new or alternate materials. (Ord. 3161 § 6, amended, 02/05/2018; Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006)

SECTION 8. 15.28.100 Penalties

A. Any person violating or causing violation of any of the provisions of this chapter has committed a Class I violation and, upon conviction thereof, is punishable as prescribed in AMC

1.08.020. Such person, firm or corporation is guilty of a separate violation for each and every day during which any violation of this chapter is committed or continued by such person, firm or corporation. This violation can be retroactively applied to the first day the occupant or owner was made aware of the violation by the Fire Code Official.

B. For any violations of this chapter deemed to be life-threatening, a citation can be issued for each and every occurrence, including multiple occurrences in one (1) day. Life-threatening hazards include but are not limited to overcrowding, locking or obstructing doors designated to remain unlocked, and shutting off or removing designated fire protection equipment.

C. The application of the above penalty shall not be held to prevent the enforced removal of prohibited conditions. (Ord. 3161 § 7, amended, 02/05/2018; Ord. 3059, amended, 04/17/2012; Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006)

SECTION 9. 15.28.110 Severability

Should any section, paragraph, sentence or word of this ordinance or of the Code hereby adopted be declared for any reason to be invalid, it is the intent of the City of Ashland that it would have passed all other portions of this ordinance independent of the elimination here from of any such portion as may be declared invalid. (Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006)

SECTION 10. 15.28.130 Firefighting Outside City - Authorized

In accord with ORS 476.290, the Fire Chief or representative is authorized to extinguish uncontrolled fires that are found to be burning in unprotected areas situated outside the boundaries of the City and that are causing or may cause an undue jeopardy to life or property if, in the opinion of the Fire Chief or representative, such fire is causing or may cause an undue jeopardy to life or property. (Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006; Ord. 1698 § 1, amended, 1971)

SECTION 11. Firefighting Outside City – Resources

In extinguishing a fire pursuant to Section 15.28.120, the Fire Chief or representative may employ the same means and resources used by them to extinguish similar fires within the City. (Ord. 2929, amended, 08/18/2006; Ord. 2925, amended, 04/18/2006; Ord. 2921, amended, 01/05/2006)

SECTION 12. 15.28.150 Plan Review/Permits – Fees

For application in this City, Oregon Fire Code plan review fees shall be established by resolution of the City council. (Ord. 2929, amended, 08/18/2006; Ord. 2921, amended, 01/05/2006; Ord. 2906, added, 04/06/2004)

SECTION 13. 15.28.160 Inspection / Fees

The schedule for fire code compliance inspections shall be established by resolution of the City Council. (Ord. 3161 § 8, amended, 02/05/2018; Ord. 2929, amended, 08/18/2006; Ord. 2921, amended, 01/05/2006; Ord. 2906, added, 04/06/2004)

SECTION 14. 15.28.170 Cost Recovery Fees

A. *Fire and Rescue Service Charges Imposed.*

1. Any person receiving direct fire and rescue services from AF&R as a result of a motor vehicle collision, a hazardous materials incident, a victim rescue or an occurrence on a railroad right-of-way or transportation route that requires AF&R service, shall be liable to the City for the direct and indirect costs incurred by the City in responding to the incident.

2. Whenever a fire is extinguished or attempted to be extinguished by AF&R outside the City of Ashland, the owner of the property involved in such fire shall be liable to the City for the direct and indirect costs of fire and rescue services incurred by the City in responding to the incident.

3. When more than one person receives direct fire and rescue services from AF&R in a single incident, the general costs incurred may be apportioned pro rata among the recipients of the services not otherwise exempt from payment or among the parties involved in the incident, or through any other apportionment which reasonably allocates the costs of the benefits received.

B. *Exemptions from Charges.*

1. Except as provided in this section, a person liable for a charge imposed under Section 15.28.170 shall be excused from paying the charge if the person presents satisfactory proof to the City that, at the time of the incident giving rise to the charge, the person was a resident of the City, owned real property within the City, or was the holder of a valid license from the City issued under Chapter 6.04.

2. The exemptions of this section do not apply to:

a. Drivers of vehicles under the influence of alcohol or drugs;

b. Persons who commit acts of gross negligence or are otherwise in violation of local law or state statute;

c. Persons causing incidents that require hazardous materials clean-up; or

d. Fire extinguishment efforts by AF&R on property outside the City of Ashland.

C. *Interest on Charge.* Any charge imposed under this section shall be due to the City upon demand or billing by the City. Any person who fails to pay such charge within ninety (90) days of receipt of a bill from the City shall also pay interest on the charge from the date of the billing at the rate of 12 percent (12%) per year; interest for a fraction of a year shall be prorated.

D. *Use of Payments Received.* Fire and rescue service charges collected by the City shall be deposited in accounts designated for such payments. Funds in such accounts shall be expended only for operational costs of the fire department, police department, or the public works department, to reimburse the City for costs of administering and collecting charges for fire and rescue services.

E. *Failure to Pay Charge – Violation.*

1. Any person who fails to pay a fire and rescue service charge within ninety (90) days of receipt of a bill from the City, or within such additional time as may be allowed by a written extension of time by the Fire Chief, is in violation of this code. The issuance and enforcement of a citation for this violation is governed by the provisions of AMC Chapters 1 and 15, and any other remedy provided by municipal or state law.

2. It shall be a defense in any proceeding that:

a. The person did not receive fire or rescue services;

b. The person is exempt from the payment of the charge; or

c. The charges were improperly computed and billed.

3. Failure to pay a fire and rescue service charge when due shall also subject the obligee to the general penalties for violation of City ordinances and any other remedy provided by municipal or State law.

F. *Appeal Procedures.* A person AF&R determines to be liable for fire and rescue services charges may appeal AF&R's determination as provided in AMC 2.30.020 [Administrative Appeals Process]. A person whose application for a permit for exemption from fire restrictions is denied by the Fire Code Official or who objects to fire inspection fees or fees imposed by the Fire Code Official for noncompliance with regulations in AMC Chapter 15.28 or the Oregon Fire Code may appeal the decision as provided in AMC 2.30.020, which appeal shall be decided in compliance with Appendix A of the Oregon Fire Code. (Ord. 3081, amended, 04/02/2013)

The foregoing ordinance was first read by title only in accordance with Article X, Section 2(C) of the City Charter on the _____day of _____, 2023, and duly PASSED and ADOPTED this ____ day of _____, 2023.

_____
Melissa Huhtala, City Recorder

SIGNED and APPROVED this ____ day of _____, 2023.

_____
Tonya Graham, Mayor

Reviewed as to form:

_____
Doug McGeary, City Attorney

Council Business Meeting

April 4, 2023

Agenda Item	Additional 2023-2025 Biennium Citizens' Budget Committee Calendar Meeting	
From	Sabrina Cotta	Deputy City Manager & Acting Finance Director
Contact	Sabrina.cotta@ashland.or.us ; 541-552-2106	
Item Type	Requested by Council ☒ Update ☐ Request for Direction ☐ Presentation ☐	

SUMMARY

Mayor Graham and Councilor Dahle request that Council add a meeting of the Budget Committee the week prior to the current start date to help members get to know each other better and understand one another's values and intentions in the budget process. This session will be shorter than a regular meeting - one and a half hours maximum and will culminate in the election of the Chair of the Citizen's Budget Committee for the 2023 budget process. Electing the Chair and Vice Chair ahead of the first actual meeting of the committee allows that person to prepare for the role and be ready to facilitate the process immediately the following week.

Mayor Graham and Councilor Dahle believe the values exercise will be very beneficial to the budget committee process. The Mayor and Councilor will develop the agenda and Mayor Graham will facilitate the gathering through the selection of the Chair. The staff's role will be to take minutes for the one decision on the agenda that day. The best time for the majority of Budget Committee members for this meeting is 3:30 - 5:00 pm on Friday, April 21, so that is the date and time proposed for this additional gathering.

POLICES, PLANS & GOALS SUPPORTED

To ensure on-going fiscal ability to provide desired and required services at an acceptable level.

PREVIOUS COUNCIL ACTION

Each Biennium, Council must adopt a balanced budget in which funding sources equal or exceed uses.

BACKGROUND & ADDITIONAL INFORMATION

The Citizens' Budget Committee will hold meetings to review department missions, workloads, resources, and projected funding needs, primarily focused on General Fund operations. On January 31, 2023, the City Council adopted the following calendar for Budget Committee meetings:

Citizens' Budget Committee

Enterprise/Other Funds

1. April 27th – 3:00pm-5:00pm; Enterprise/Other Funds Overview

General Fund

2. May 4th – 3:00pm-5:00pm; Administration and Finance
3. May 11th – 3:00pm-5:00pm; Innovation & Technology and Public Safety
4. May 18th – 3:00pm-5:00pm; Parks & Recreation, Community Development and Public Works
5. May 25th – 3:00pm-5:00pm; Final Questions/Answers & Deliberations if Needed

The Budget Committee is scheduled for its meetings in the City Council Chambers.

City Council Budget Adoption

1. May 23rd – Notice deadline for budget ordinances

2. June 6th – City Council Business Meeting, regular 6:00pm-9:30pm meeting time
   First reading, adoption of budget and necessary tax ordinances/resolutions

3. June 20 – City Council Business Meeting, regular 6:00pm-9:30pm meeting time
   Second reading, final adoption of budget and necessary tax ordinances/resolutions

FISCAL IMPACTS

None

STAFF RECOMMENDATIONS

N/A

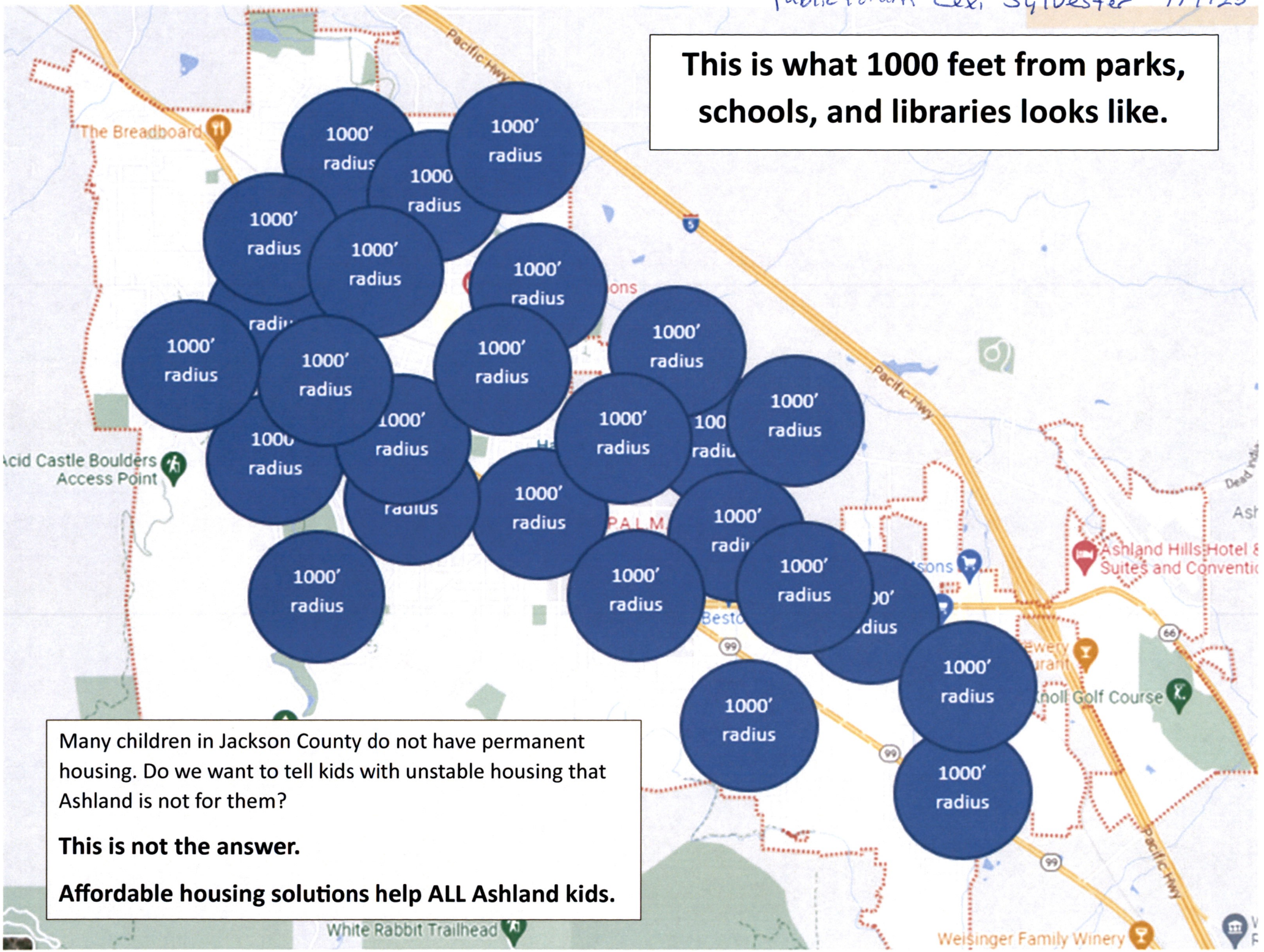
ACTIONS, OPTIONS & POTENTIAL MOTIONS

I move to amend the budget calendar for the BN2023-2025 Budget process by adding a Citizens' Budget Committee meeting for April 21, 2023.

REFERENCES & ATTACHMENTS

N/A

Public Forum Lexi Sylvester 4/4/23



Public Forum D. Reisenauer

HUD OR-502 Continuum of Care

JACKSON COUNTY HOMELESS TASK FORCE
WORKGROUP OF THE HUD OR-502 CONTINUUM OF CARE
Email: jchtf97501@gmail.com
Facebook: https://www.facebook.com/JacksonCountyHTF

Homeless Task Force Minutes: December 20, 2022

6. **Questions/Discussion** - Heather Hassett stated that she would like to find out how the coordinated entry list is working in our community, that there are currently over 500 people on the Kelly Shelter wait list. She would like to know if and how other agencies are pulling people off the Coordinated Entry list to fill beds and how that is working for them. Rogue Retreat may be interested in doing away with the "waiting list" system they are currently using and move towards utilizing the Coordinated Entry list as a way to work the way HUD intends for communities to. Are SPDAT's being updated every six months by other agencies?

1) VI-SPDAT = scoring system risk factor
(Vulnerability Index = Risk Factor)
Service Prioritization Decision Assistance Tool)
2) HMIS - Database JACO
(data entered Homeless Management Info System)
3) Coordinated Entry - based on score = triage

OHRA

OHRA mission: Moving people from crisis to stability - Ashland News - Independent, Nonprofit, Community News



The Options for Helping Residents of Ashland Resource Center at 2350 Ashland St. OHRA photo

Should be:

Options For Helping Residents of JACO

A new approach

Started in 2012 by volunteers concerned about homelessness in Ashland, OHRA began with a laundry-shower trailer, then a small resource center with a staff of one, and finally the management of the Ashland Winter Shelter, which for many years rotated from one church to another over the course of the winter.

In 2021, all of this changed when the Oregon Community Foundation awarded OHRA the first Project Turnkey capital grant of $4.2 million in state funds, promising to address the depth and breadth of homelessness in the community. With these funds, OHRA purchased an underutilized Ashland motel and transformed it into The OHRA Center: a year-round low-barrier shelter with 52 rooms for guests; a resource center with a professional staff of six to assist anyone seeking help with rent, jobs, utilities, benefits and more; and a permanent home for the shower trailer.

"We were blown out of the water in the best way," Sinclair says, "going from 5 mph to 50 in a few short months, from a staff of five to 36, from managing a budget of $225,000 to $2.6 million."

What sets OHRA apart from the 19 new shelters started statewide with Turnkey funds is the open door policy of its resource center. The center serves not only shelter guests. Others helped include people who are not housed at the shelter but simply show up and folks who have housing but are at risk of losing it.

Staffed by six case workers aptly named "navigators," the center's services are many: from preventing eviction, getting a job, accessing health care to securing an ID, picking up mail, SNAP food benefits, and much more. The starting place is not what staff believe is in the best interest of the client, but the needs the client identifies.

"We don't get out in front of them, we work alongside of them," Sinclair stresses.

The importance of "navigators" exploded in the first year of COVID-19 when many public facilities and support systems across the valley closed down, removing lifelines those experiencing homelessness relied upon. This extended from public bathrooms and transportation to accessing official records.

"We'd have 80 or 90 people a day showing up in our small office next to Safeway, desperate for help," says Sinclair.

OHRA's catchment area has also grown. It is now an access point for the Jackson County Continuum of Care (ACCESS), which means that OHRA may shelter people in crisis from elsewhere in the county, based on their score on a common intake tool. OHRA can also refer its guests to service providers countywide through relationships and referrals.

[illegible] zip codes

A half century in the making

We tend to think of homelessness as a 21st century phenomenon, but the roots of "modern" homelessness in America stretch back half a century.

In the 1970s, when government policy closed inpatient mental health facilities nationwide, patients with severe and persistent mental illness were left without care or housing, often ending up on the streets.

In the 1980s, when the federal government cut its annual housing budget, the largest source of affordable housing, by three-quarters — from $80 billion to $20 billion a year — new construction halted and the public housing infrastructure crumbled. Homelessness skyrocketed.

In the 1990s, when homelessness spilled to urban sidewalks and parks, making the invisible visible, a patchwork of emergency shelters, clinics and street outreach programs emerged, as unprepared to meet the crisis then as they are now.

OHRA website

The Oregon equation

Oregon has the second highest percentage of unhoused in the nation, with 14,655 people experiencing homelessness on any given day (U.S. Department of Housing and Urban Development, 2021.) It also has the highest rate of unsheltered families with children, numbering 23,765 public school students in 2018-2019 (U.S. Department of Education).

The challenges of an inadequate housing supply and rising rents that leave tens of thousands of children and families at risk of becoming homeless (the cost of living in Oregon is the fifth highest in the country) is a national story. So, too, is the persistence of a smaller population of chronically homeless people in need of intensive social services.

Still, statistics in Oregon are staggering. Oregon ranks worst in the nation for prevalence of mental illness, according to a new study by Mental Health America, and at the bottom for mental health spending. It ranks third in the nation for mental illness among youth and has consistently claimed the top spot for addiction rates (U.S. Department of Health and Human Services, 2021.) In 2020, the homeless represented 3% of the state population while representing 52% of arrests (World Population Review), an expensive solution when the arrest leads to jail.

Rogue Ridge Apartments (Internet)

Rogue Ridge Apartments (est. 2022) is 28-unit Permanent Supportive Housing program providing affordable housing to local citizens who are low-income and without housing. ColumbiaCare is a non-profit, behavioral health organization who offers the combination of safe and stable affordable housing, along with services that help promote resident success, and will prioritize individuals who will benefit from this combination of housing and specialized support.

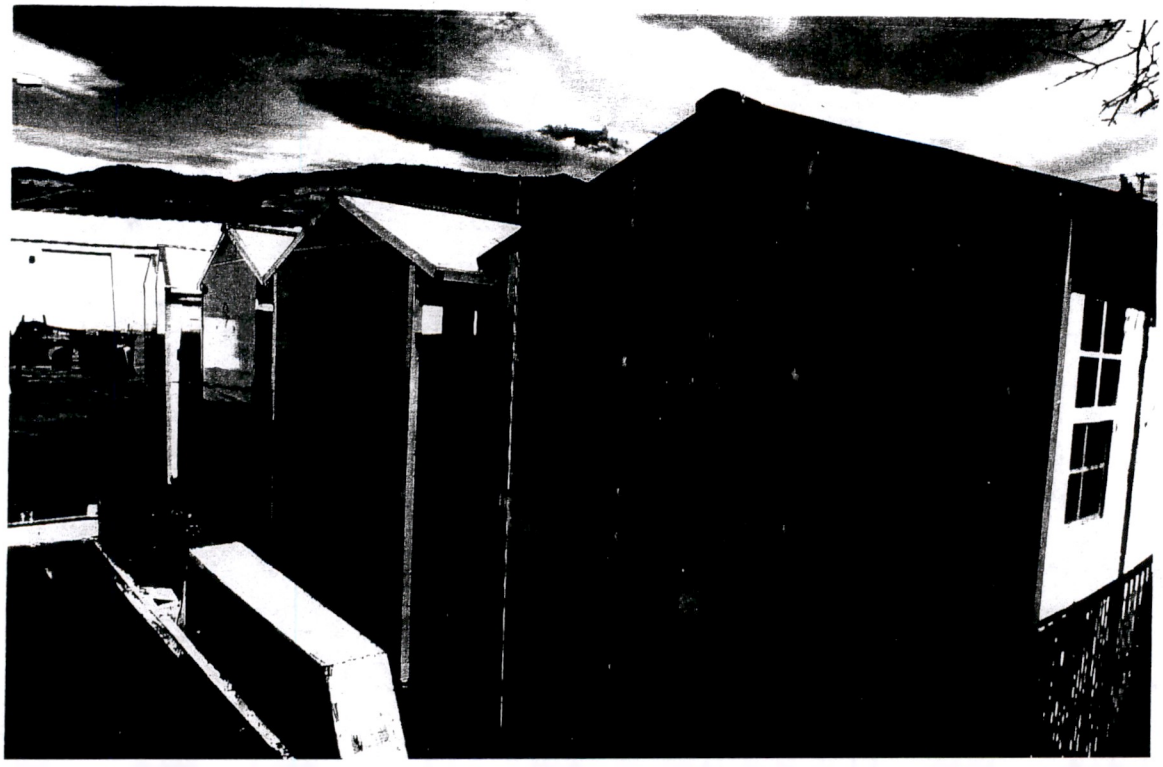
General staffing includes an on-site Resident Manager available to provide access to housing support; and a Supportive Housing Associate and Certified Recovery Mentor (Peer) providing 7-day a week presence and services such as skills training, tenancy assistance, housing stabilization, and community navigation. The program is supervised by a full-time Supportive Housing Supervisor, and ColumbiaCare's Property Management team offers tenancy support around move in/out, rent collection, and maintenance and repairs.

Rogue Ridge is a true community resource, with referrals coming through the Jackson County Coordinated Entry System. Jackson County citizens who meet criteria will have access to this housing based on need. A portion of the units will be designated for Jackson Care Connect and AllCare members.

Rogue Ridge is a beautiful, three-story complex complete with elevator and ADA-accessible units. There is a community/activity room for residents to participate in supportive services, community and skills-building activities, engage in structured learning, and find social connection. There are multiple community spaces for residents to enjoy, including a sky bridge which connects the buildings and offers beautiful views of the mountains. The grounds include outdoor seating areas and a bike room for storing personal transportation. The building was designed to ensure congruity with the surrounding buildings in the area and fits beautifully into the community. We are proud to share that the project was developed according to Earth Advantage Certification to ensure eco-friendly "green" standards.

Pallet Housing (10 units)
Stored on City Property
N Mtn / B St City Owned





RV Unitarian Universalist Church
Pallet Housing (3) FEMA
Rumor: Being Removed
Fatality This Winter - Jeffrey Glenn





Requirements - 1 Porta Potty 2 Garbage Can

Screening/Placement thru OHRA

Ashland.news
Independent, Nonprofit Community News (https://ashland.news)
February 4, 2023

Support Ashland.news (/donation/)
Sponsor Ashland.news (/sponsorship-guidelines/)

Ashland seeking new location for extreme weather shelter for use due to cold, heat or smoke

$1M state grant could pay for finding a place, but no ongoing source for operating costs has been identified

By Stephen Floyd, Ashland.news

The Ashland City Council has directed staff to identify a location for a new emergency shelter to house people in need during severe weather or similar disasters.

The city is working with a $1 million state grant to purchase or lease property that could be used during extreme heat, cold or smoke conditions, as well as during sudden emergencies such as wildfires.

City Manager Joe Lessard said the city has already identified around 15 properties that could be suitable, and at its meeting Tuesday, Jan. 17, the council directed staff to examine options in-depth and return with a recommendation.

Lessard said a property would ideally be selected within 30 to 60 days with the intent to open a new shelter by next winter, and his office is exploring multiple possibilities from leasing an existing building to purchasing a plot and building to suit.

"The churches have always been very gracious," said Reid, "and I'm sure they would actually continue to be very gracious, but essentially the outcome of the stakeholder feedback was the city needs to do more. The churches are overburdened at this time, and it's just harder for them to provide the level of volunteerism — including the buildings — for these purposes."

Lessard said staff have looked at properties the city currently owns, properties that are for sale, and properties that would be suitable for a shelter but are not on the market. He said one goal is to identify a property that would "mature over time" and be suitable for services beyond severe weather sheltering, such as the storage and distribution of emergency supplies and shelter for residents during a disaster.

"What we're really talking about is a health and public safety issue in terms of having shelter in any emergency," he said.

Seeking a long-term solution

City Council Update

Targeting Houseless

expulsion

expulsion

Punishing someone by sending them somewhere else

Evicting and forcing to leave

expulsion *noun* [C or U] **(MAKE LEAVE)**

(the act of) forcing someone, or being forced, to leave

WORDS RELATED TO EXPULSION

banishment, discharge, displacement, ejection, eviction, exclusion, ouster, purge, removal, suspension, boot, bounce, debarment, deportment, dislodgment, dismissal, dispossession, exile, expatriation, extrusion

Notice of Expulsion

Warning of Consequences

No person shall knowingly enter or remain in any park at any time in violation of a park expulsion order as issued and served upon the person in accordance to AMC 10.68.350. Entering a park in violation of an expulsion order constitutes Criminal Trespass in the Second Degree (ORS 164.245), which is a class C misdemeanor.

Appeal Process

The person receiving this notice may appeal within 10 days in accordance with AMC 2.30 to have written notice rescinded or the period shortened. The appeal notice shall specify the relief sought and the reason for said relief. The written appeal should be delivered to: City Recorder, 20 East Main Street, Ashland, Oregon, 97520.

The Hearing Officer shall uphold the expulsion if, upon de novo review, the preponderance of the evidence convinces the Hearing Officer that, more likely than not, the person in fact committed the crime or violation, and that the expulsion is otherwise in accordance with law. If an appeal of the expulsion is timely filed under AMC 2.30, the effectiveness of the expulsion shall be stayed, pending the outcome of the appeal. If the expulsion is affirmed, the expulsion shall be effective immediately upon issuance of the written decision and then shall commence and run for the specified number of days thereafter.

Expulsion Periods

Any peace officer, or park official or city code compliance officer may expel any person who violates any applicable provision of law in a city park from any or all city parks for a period of 30 days for any violation or for a period not to exceed the maximum jail period for any particular criminal offenses. If the person to be expelled from any park has been expelled from a city park on two or more occasions within two years before the date of the present expulsion for criminal offenses, the expulsion shall be for a period not to exceed 180 days.

CITY OF ASHLAND

ASHLAND POLICE DEPT.
1155 E. Main St.
Ashland, OR 97520
www.ashland.or.us
Tel: 541-482-5211
Fax: 541-488-5351
TTY: 800-735-2900

APD Form Rev 11/2016

Cruel & Unusual Punishment !!

Notice of Expulsion

(Case Number)

The following person:
Houseless Individual
(Last, First Middle)
[redacted]
(Date of Birth) (ID # / State)

(Sex) (Race) (Height) (Weight) (Hair) (Eyes)

Has been expelled from the following Ashland Park(s):

- ☐ Lithia Park, including the Calle Guanajuato extension area
- ☐ Skate Park
- ☒ Other(s) Railroad Park

The issuer is alleging that the person violated:

- ☐ Park Rules–Parks Commission Authority (AMC 10.68.030)
- ☐ Open Container of Alcohol (AMC 10.40.040)
- ☐ Liquor Prohibited (AMC 10.68.090)
- ☐ Using Marijuana in Public (ORS 475B.381)
- ☐ MIP Marijuana (ORS 475B.316)
- ☐ Camping Prohibited (AMC 10.46.020)
- ☐ Dog License Required (AMC 9.16.015)
- ☐ Dog Control Required (AMC 9.16.010)
- ☐ Skateboarding Equipment Violation (AMC 11.54.030)
- ☒ Other(s) 10.68.080

(Date and Location of Violation)

The person is expelled from above listed parks between:

4/15/23 until 11:59pm on 2/15/23
(Date of issuance) (Date of expiration)

Issued by:

[illegible]
(Title and name of issuer who is a peace officer, park official, or city code compliance officer)

[illegible]
(Signature of issuer)

See reverse for warning of consequences and appeal process

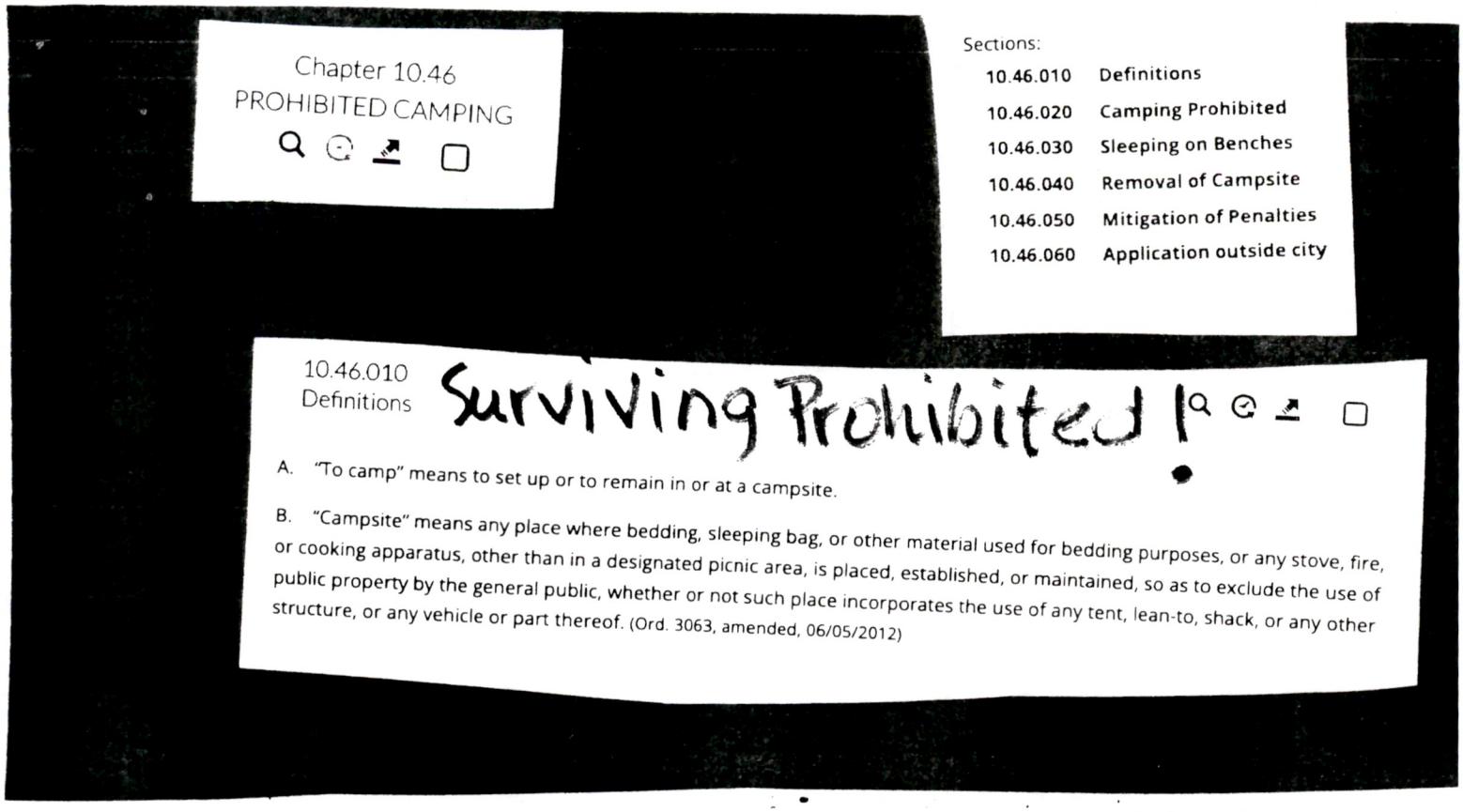
CITY OF ASHLAND
ASHLAND POLICE DEPT. 1155 E. Main St. Ashland, OR 97520
Tel: 541-482-5211 Fax: 541-488-5351 TTY: 800-735-2900

10.68.080Posting Notices prohibited

A. No one shall erect on any pole or post or attach any notice, bill, poster, sign, wire, rod or cord to any tree, shrub, fence railing, fountain, wall, post, structure or other device of any kind whatever, on any of the bases, statues, bridges, or monuments in any park without permission of the Park Commission.

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 IV violation. (Ord. 3137, amended, 2017; Ord. 3026, amended, 08/03/2010)

Non Violent Offense - Weather High Winds/Rain



ASHLAND MUNICIPAL CODE 10.46.020 Camping Prohibited:

A. No person shall camp in or upon any sidewalk, street, alley, lane, public right-of-way, park, or any oth publicly owned property or under any bridge or viaduct, unless otherwise specifically authorized by this by the owner of the property, or by emergency declaration under AMC 2.62.030.

B. Any person who violates any provision of this Chapter is subject to Section 1.08.020 of the Ashland Mu Code. Any violation of this section is a Class IV Violation. (Ord. 3137, amended, 2017; Ord. 3026, am 08/03/2010; Ord. 2972, amended, 11/04/2008)

ASHLAND MUNICIPAL CODE 10.46.040 Removal of Campsite:

A. Prior to removing the campsite, the City shall post a notice, 72-hours in advance. All posted notices s in English and Spanish. A City enforcement officer shall not issue a citation for violation of Chapter 10.4 citation would be issued within 200 feet of the notice (identified above) and within two hours before c the notice was posted.

B. At the time that a 72-hour notice is posted, the City shall inform a local agency that delivers social s to homeless individuals where the notice has been posted.

C. The local agency may arrange for outreach workers to visit the campsite where a notice has been po assess the need for social service assistance in arranging shelter and other assistance.

D. All personal property shall be given to the police department whether 72-hour notice is required or r property shall be stored for a minimum of 60 days during which it will be reasonably available to any inc claiming ownership. Any personal property that remains unclaimed for 60 days may be disposed of cor with state law and AMC 2.44 for disposition of found, lost, unclaimed or abandoned property, as applica

JANUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Martin Luther King Jr. Day	17	18	19 Emergency Shelter	20 Emergency Shelter	21 Emergency Shelter
22 Emergency Shelter Lunar New Year	23	24	25	26	27	28 Emergency Shelter
29 72 hr notice Emergency Shelter	30 Emergency Shelter	31 Emergency Shelter				

FEBRUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 72 hr notice	2 Groundhog Day	3 72 hr notice	4
5	6	7 72 hr notice	8	9 72 hr notice	10	11 Emergency Shelter
12 (last minute) Emergency Shelter	13 72 hr notice Emergency Shelter	14 Emergency Shelter Valentine's Day	15 Emergency Shelter	16 72 hr notice Emergency Shelter	17 Emergency Shelter	18
19 72 hr notice	20 Presidents' Day	21 Emergency Shelter	22 Emergency Shelter Ash Wednesday	23 72 hr notice Emergency Shelter	24 Emergency Shelter	25 Emergency Shelter
26 Emergency Shelter	27 Emergency Shelter	28 Emergency Shelter				

JANUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Martin Luther King Jr. Day	17	18	19 Emergency Shelter	20 Emergency Shelter	21 Emergency Shelter
22 Emergency Shelter Lunar New Year	23	24	25	26	27	28 Emergency Shelter
29 72 hr notice Emergency Shelter	30 Emergency Shelter	31 Emergency Shelter				

MARCH 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Instability!			1 Emergency Shelter	2 Emergency Shelter	3 72 hr notice Emergency Shelter	4 Emergency Shelter
5 Emergency Shelter	6 Emergency Shelter	7 72 hr notice Emergency Shelter	8 Emergency Shelter Holi	9 (Lice) Emergency Shelter	10 Closed/re-opened Emergency Shelter	11 72 hr notice
12 Daylight Saving Time	13	Heavy Snow Day 14 Emergency Shelter (2 hr notice)	15 Emergency Shelter	16	17 St. Patrick's Day	18
19 72 hr notice	20 First Day of Spring	21	22 72 hr notice Emergency Shelter Beginning Of Ramadan	23 Emergency Shelter	24 Emergency Shelter	25 72 hr notice Emergency Shelter
26 Emergency Shelter	Police-Fire 27 Ambulance at Emergency Shelter	28 72 hr notice	29	30	31	

FAIR HOUSING COUNCIL OF OREGON

CALLING ALL HOUSING AND SOCIAL SERVICE PROVIDERS!

EXHIBITORS NEEDED FOR THE HOUSING HELP FAIR

APRIL 15, 2023 9:00 AM – 5:00 PM
MEDFORD PUBLIC LIBARAY 205 S CENTRAL AVE, MEDFORD, OR 97501

Join the Fair Housing Council of Oregon and our community partners at the first annual Housing Help Fair at the Medford Public Library in celebration of Fair Housing Month! The goal for this event is to bring together local social service providers, especially those who provide housing navigation and rental/utility assistance, to educate the community about resources available in the region. Registration deadline March 20, 2023 at 4:00 PM.

Who should register?

Organizations and agencies who provide...

- Housing Services/Education
- Rental/Utility Subsidies
- Health and Wellness Education
- Resources for Individuals and Families with Low Incomes

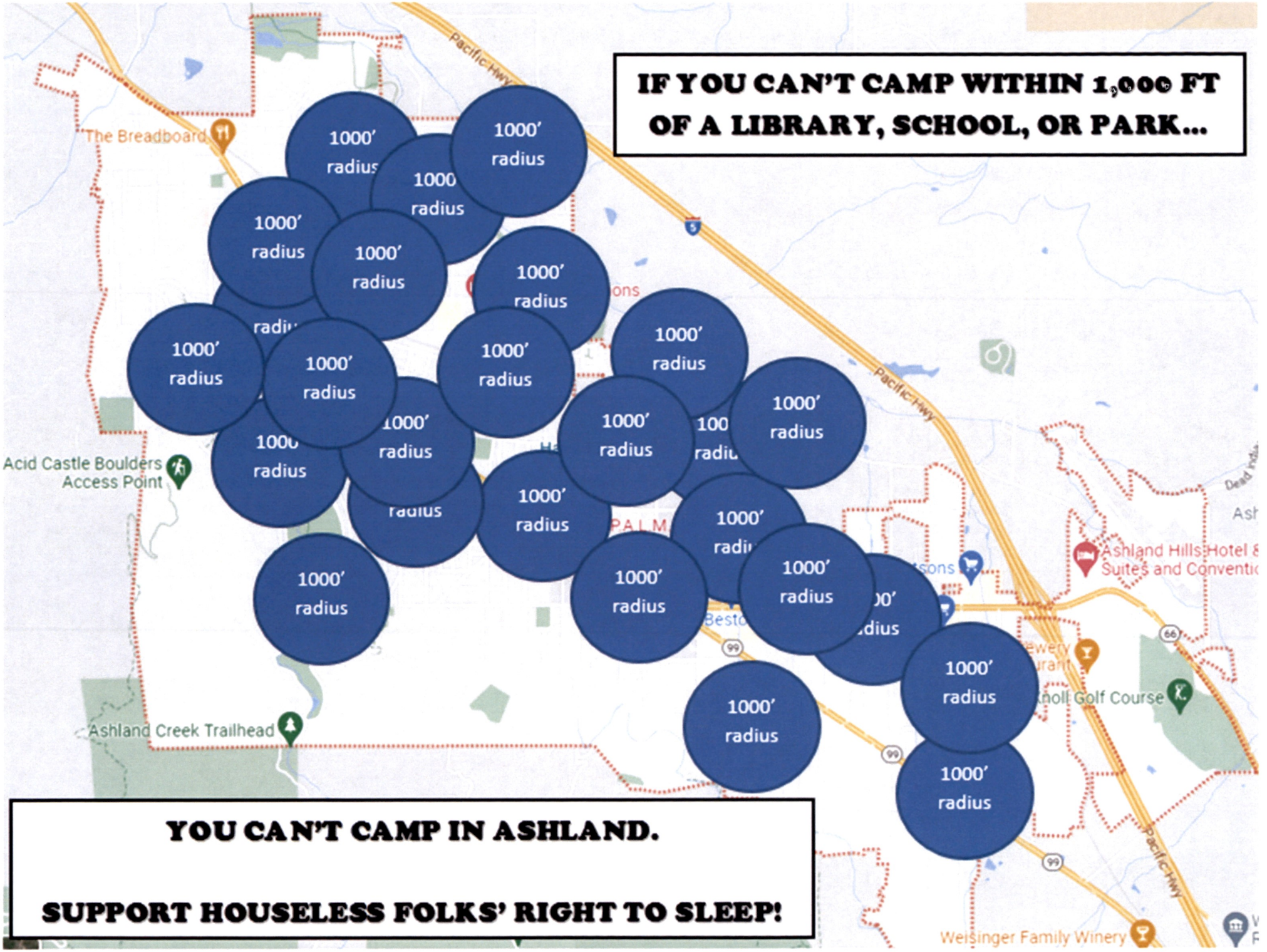
Spanish Interpretation Available for Morning and Lunch Presentations

Flow of the day:

9:00 AM – 10:00 AM Set Up
10:00 AM – 10:45 AM Welcome and Direct Guests to Tabling
10:45 AM – 11:45AM Morning Presentation, Tenant Rights or Rental Readiness (TBA)
11:45 PM – 3:00 PM Lunch Service Available
12:45 PM – 2:00 PM Lunch Presentation, Housing Authority of Jackson County, Housing Choice Vouchers
2:00 PM – 4:00 PM Tabling Continued and 20 Minute Housing Help Tables
4:00 PM – 5:00 PM Clean Up

Register Here!
tinyurl.com/ExhibitorHHF2023

Contact: Jamie Gatewood
jgatewood@fhco.org
503-223-8197 Ext 121


IF YOU CAN'T CAMP WITHIN 1,000 FT OF A LIBRARY, SCHOOL, OR PARK...
1000' radius
The Breadboard
Acid Castle Boulders Access Point
Ashland Creek Trailhead
Pacific Hwy
Ashland Hills Hotel & Suites and Conventio
Golf Course
Weisinger Family Winery
YOU CAN'T CAMP IN ASHLAND.
SUPPORT HOUSELESS FOLKS' RIGHT TO SLEEP!

I wish I could take full credit for what I am saying here, but in fact most of these words come from a friend who asked me to talk to you.

Many folks who would love to live in Ashland, and spend money in Ashland....Can Not. Everyone here knows why that is. Ashland does not have affordable housing, so people are living in tents like refugees. Which they are, in our town. The Governor of Oregon has declared her first priority is affordable housing. The people living in tents all around town, sometimes here in front of where we are now.... ...These are the people who are protesting to try to bring this to our attention.

Affordable housing is what we actually need. That is what this Council and Administration should be putting in front of the voters and asking us to support. The 73% of the Food & Beverage tax that PARKS is in a hurry to get and dreams of spending on land acquisition and on Capital Improvement Projects (CIP) , should go toward something we actually need.

Voters should not be asked to vote for money for things the economically advantage want—- such as mountain bike tails, a pump track and the oversized pool Parks yearns to build. I have attached a copy of Director Black's CIP Project list 23/25 that he presented at the APRC Special meeting of 2/21/23. It has a stunning total of just under $17 Million dollars. And this doesn't include land buying totals.

My family and many in Ashland would love a brand new shiny pool but the point is..we need housing FIRST..... Then if there is money left or we can get a grant we can improve and rehab the pool we have. We should be voting on essentials needs for the under resourced, underserved and economically disadvantaged just surviving day by day.

Please let's work together to get our priorities straight.

Susan Hall RN et al.
Ashland
4/4/23

4/4/23 Susan Hall PH CRD 3220 F+B Tax

Mail 7:56 AM Tue Mar 21

SUSAN HALL - 4/4/23



Description	2023/25 Budget Proposal	FY 2023/24 F&B	FY 2023/24 SDC	FY 2023/24 Other (grant/ loan)	FY 2023/24 2019-20 Totals	FY 2022/23 F&B	FY 2022/23 SDC	FY 2022/23 Other (grant/ loan)	FY 2022/23 2022-23 Totals
Dept Payments (Calle, Briscoe, Garfield)	374,734	187,687			187,687	187,047			187,047
Real Estate Acquisition	384,878	-	234,878		234,878		150,000		150,000
Repair Perozzi Fountain @ Lithia Park	650,000	-		650,000	650,000			-	-
Japanese Garden	100,000	-		50,000	50,000			50,000	50,000
Daniel Meyer Pool Rebuild	10,200,000	2,200,000			2,200,000			8,000,000	8,000,000
East Main Park Development	1,341,100	400,000		941,100	1,341,100				-
Kestral Park Bridge	700,000	150,000		550,000	700,000				-
Lithia Park Improvements	300,000	75,000		75,000	150,000	75,000		75,000	150,000
All Parks Master Plan	150,000	150,000			150,000				-
Mace Property Trail	-	-			-				-
Building Maintenance (sinking/depreciation facilities fund)	300,000	150,000			150,000	150,000			150,000
Oak Knoll Golf Course Improvements	550,000	550,000			550,000				-
TID Improvements	100,000	50,000			50,000	50,000			50,000
Ashland Creek Park Basketball Court	100,000	-			-	100,000			100,000
Parking Lot/Road/Sidewalk Repairs in Parks	300,000	150,000			150,000	150,000			150,000
Capital Outlay	350,000	175,000			175,000	175,000			175,000
General Maintenance Trx to GF (sinking/depreciation equipment fund)	845,090	422,545			422,545	422,545			422,545
ICC Irrigation Control	200,000	100,000			100,000	100,000			100,000
Total	16,945,802	4,760,232	234,878	2,266,100	7,261,210	1,409,592	150,000	8,125,000	9,684,592

CIP PROJECT LIST 23/25

2023-02-21 19:16:33

APRC Special Meeting, February 21, 2023

33 views 3w ago ...more

A Ashland Parks & Recreation Commission 7

Subscribe

0 Share Download Save

Email to the City Recorder

CITY OF ASHLAND

City Council Speaker Request Form

THIS FORM IS A PUBLIC RECORD ALL INFORMATION PROVIDED WILL BE MADE AVAILABLE TO THE PUBLIC.

THOSE INTERESTED IN GIVING ORAL TESTIMONY AT A COUNCIL MEETING WILL NEED TO:

1) Download and complete this form, including the topic you want to speak on and send to the City Recorder using the email button or directly to public-testimony@ashland.or.us.
2) Begin the oral testimony during the meeting by stating your name for the record.
3) Limit your comments to the amount of time given to you by the Mayor, usually 3 or 5 minutes.
4) If you present written materials, please email a copy of the materials with this form to the City Recorder at public-testimony@ashland.or.us for the record.
5) Speakers are solely responsible for the content of their public statement.

Meeting Date 04/04/2023

Name Gabriel Howe

Address (no P.O. Box) 160 California Street, Ashland, OR 97520

Phone 503-545-4911 **Email** howegabe@gmail.com

Agenda Topic/Item Number/Topic The right to a safe childhood in Ashland

The Public Meeting Law requires that all city meetings are open to the public. Oregon law does not always require that the public be permitted to speak.

Comments and statements by speakers do not represent the opinion of the City Council, City Officers or employees or the City of Ashland.

Speaker Request Form

THIS FORM IS A PUBLIC RECORD
ALL INFORMATION PROVIDED WILL BE MADE AVAILABLE TO THE PUBLIC

1) Complete this form and return it to the City Recorder **prior to the discussion of the item you wish to speak about.**
2) Speak to the City Council from the table podium microphone.
3) State your name and address for the record.
4) Limit your comments to the amount of time given to you by the Mayor, usually 3 or 5 minutes.
5) If you present written materials, please give a copy to the City Recorder for the record.
6) You may give written comments to the City Recorder for the record if you do not wish to speak. (Comments can be added to the back of this sheet if necessary)
7) Speakers are solely responsible for the content of their public statement.

Tonight's Meeting Date 04-04-2023

Name Anna Foval
(please print)

Address (no P.O. Box) Beach St Ashland, OR

Phone (206) 714-8645 **Email** annalicia@gmail.com

Regular Meeting

Agenda topic/item number Public Forum **OR**

Topic for public forum (non agenda item) DRONES

Land Use Public Hearing

Please indicate the following:
For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

If you are challenging a member (a city councilor or a planning commissioner) with a conflict of interest or bias, please write your allegation complete with supporting facts on this form and deliver it to the clerk immediately. The Presiding Officer will address the written challenge with the member. Please be respectful of the proceeding and do not interrupt. You may also provide testimony about the challenge when you testify during the normal order of proceedings.

Written Comments/Challenge: _____

_____

_____

_____

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Comments and statements by speakers do not represent the opinion of the City Council, City Officers or employees or the City of Ashland.

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7) Speakers are solely responsible for the content of their public statement.

Tonight's Meeting Date 4/4/2023

Name Reba Crawford-Hayes
(please print)

Address (no P.O. Box) ASHLAND, OR

Phone 5108758158 **Email** rchayes1128@gmail

Regular Meeting

Agenda topic/item number 1000 Feet For Kids **OR**

Topic for public forum (non agenda item) public Forum

Land Use Public Hearing

Please indicate the following:
For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

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Written Comments/Challenge:_____

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7) Speakers are solely responsible for the content of their public statement.

Tonight's Meeting Date 4/4/23

Name Joseph Gibson **(please print)**

Address (no P.O. Box) Ashland

Phone 541-414-5156 **Email** lookingformyrights@gmail.com

Regular Meeting

Agenda topic/item number Public Forum **OR**

Topic for public forum (non agenda item) Houseless Rights

Land Use Public Hearing

Please indicate the following:
For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

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Written Comments/Challenge:_____

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Speaker Request Form

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7) Speakers are solely responsible for the content of their public statement.

Tonight's Meeting Date 4/4/2023

Name Robyn

Address (no P.O. Box) Ashland **(please print)**

Phone — **Email** —

Regular Meeting

Agenda topic/item number_____ **OR**

Topic for public forum (non agenda item) Houseless rights

Land Use Public Hearing

Please indicate the following:
For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 5/4/23

Name Steven Essig
(please print)

Address (no P.O. Box) 1801 Iowa St #18 Ashland OR 97520

Phone 541 300 9383 **Email** stevengokuo12@gmail.com

Regular Meeting

Agenda topic/item number_____ **OR**

Topic for public forum (non agenda item) Right to Rest

Land Use Public Hearing

Please indicate the following:
For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

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Written Comments/Challenge:_____

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Tonight's Meeting Date April 4, 2023

Name Kyle McKinley
(please print)

Address (no P.O. Box) 1580 Tyler Creek Road, Ashland

Phone (831) 419-9902 **Email** kyler.f.mckinley@gmail.com

Regular Meeting

Agenda topic/item number public forum **OR**

Topic for public forum (non agenda item) "1000 ft for kids"

Land Use Public Hearing

Please indicate the following:
For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 9/4/23

Name Elsbeth Seymour (please print)

Address (no P.O. Box) Ashland

Phone — **Email** —

Regular Meeting

Agenda topic/item number — **OR**

Topic for public forum (non agenda item) Houseless Rights

Land Use Public Hearing

Please indicate the following:
For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

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Written Comments/Challenge: _____

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Tonight's Meeting Date 4/4/23

Name Teena Jo Neal
(please print)

Address (no P.O. Box) _____

Phone _____ **Email** _____

Regular Meeting

Agenda topic/item number _____ **OR**

Topic for public forum (non agenda item) public forum

Land Use Public Hearing

Please indicate the following:
For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 4/4/23

Name Alexander Lewis (please print)

Address (no P.O. Box) Ashland

Phone 541-841-3984 **Email** 123letsgetsilly@gmail.com

Regular Meeting

Agenda topic/item number _____ **OR**

Topic for public forum (non agenda item) Houseless Rights

Land Use Public Hearing

Please indicate the following:
For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 4/9/23

Name ZAJA ARIEF (please print)

Address (no P.O. Box) ASHLAND

Phone 541-973-1530 **Email** zajaste@gmail.com

Regular Meeting

Agenda topic/item number_____ **OR**

Topic for public forum (non agenda item) HOUSELESS RIGHTS

Land Use Public Hearing

Please indicate the following:
For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 4/4/

Name Desiree [illegible] Cautinho

(please print)

Address (no P.O. Box) Ashland

Phone _____ **Email** _____

Regular Meeting

Agenda topic/item number _____ **OR**

Topic for public forum (non agenda item) Houseless Rights

Land Use Public Hearing

Please indicate the following:

For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 4/4

Name James Jafferies **(please print)**

Address (no P.O. Box) Ashland

Phone _____ **Email** _____

Regular Meeting

Agenda topic/item number _____ **OR**

Topic for public forum (non agenda item) Houseless Rights

Land Use Public Hearing

Please indicate the following:
For: _____ **Against:** _____

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Tonight's Meeting Date 4/4/23

Name Ted Sylvester (please print)

Address (no P.O. Box) Medford

Phone _____ **Email** _____

Regular Meeting

Agenda topic/item number _____ **OR**

Topic for public forum (non agenda item) Houseless Rights

Land Use Public Hearing

Please indicate the following:

For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date April

Name Debbie Neisewander

Address (no P.O. Box) 1159 Tolman Crk (please print)

Phone 541/951/2451 **Email** neisewander@gmail.com

Regular Meeting

Agenda topic/item number_____ **OR**

Topic for public forum (non agenda item) Homeless Issues

Land Use Public Hearing

Please indicate the following:

For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 4/4/23

Name Susan Hall (please print)

Address (no P.O. Box) 210 E Nevada St

Phone 510-828-1344 **Email** sehallrn@icloud.com

Regular Meeting

Agenda topic/item number XI 1. **OR**

~~**Topic for public forum (non agenda item)**~~ First Reading of Ordinance 3220

Land Use Public Hearing

Please indicate the following:

For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 4/4/2023

Name Lisa Brill
(please print)

Address (no P.O. Box) _____

Phone _____ **Email** lisa.brill@att.ne

Regular Meeting

Agenda topic/item number _____ **OR**

Topic for public forum (non agenda item) Bicycle Lanes in Ashland

Land Use Public Hearing

Please indicate the following:
For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

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Tonight's Meeting Date 4/4/23

Name GARY SHAFF
(please print)

Address (no P.O. Box) 516 Herbert

Phone 5414824537 **Email** gshaff@gmail.com

Regular Meeting

Agenda topic/item number XIII **OR**

Topic for public forum (non agenda item) _____

Land Use Public Hearing

Please indicate the following:
For: _____ **Against:** _____

Challenge for Conflict of Interest or Bias

If you are challenging a member (a city councilor or a planning commissioner) with a conflict of interest or bias, please write your allegation complete with supporting facts on this form and deliver it to the clerk immediately. The Presiding Officer will address the written challenge with the member. Please be respectful of the proceeding and do not interrupt. You may also provide testimony about the challenge when you testify during the normal order of proceedings.

Written Comments/Challenge: _____

The Public Meeting Law requires that all city meetings are open to the public. Oregon law does not always require that the public be permitted to speak. The Ashland City Council generally invites the public to speak on agenda items and during public forum on non-agenda items unless time constraints limit public testimony. No person has an absolute right to speak or participate in every phase of a proceeding. Please respect the order of proceedings for public hearings and strictly follow the directions of the presiding officer. Behavior or actions which are unreasonably loud or disruptive are disrespectful, and may constitute disorderly conduct. Offenders will be requested to leave the room.

Comments and statements by speakers do not represent the opinion of the City Council, City Officers or employees or the City of Ashland.

Did not speak.

Speaker Request Form

THIS FORM IS A PUBLIC RECORD
ALL INFORMATION PROVIDED WILL BE MADE AVAILABLE TO THE PUBLIC

1) Complete this form and return it to the City Recorder **prior to the discussion of the item you wish to speak about.**
2) Speak to the City Council from the table podium microphone.
3) State your name and address for the record.
4) Limit your comments to the amount of time given to you by the Mayor, usually 3 or 5 minutes.
5) If you present written materials, please give a copy to the City Recorder for the record.
6) You may give written comments to the City Recorder for the record if you do not wish to speak. (Comments can be added to the back of this sheet if necessary)
7) Speakers are solely responsible for the content of their public statement.

Tonight's Meeting Date 4/4/23

Name PAUL MOZINA (please print)

Address (no P.O. Box) 267 Roca St.

Phone 414 344-8131 **Email** paulmozina@gmail.com

Regular Meeting

Agenda topic/item number_____ **OR**

Topic for public forum (non agenda item) AFD

Land Use Public Hearing

Please indicate the following:
For:_____ **Against:**_____

Challenge for Conflict of Interest or Bias

If you are challenging a member (a city councilor or a planning commissioner) with a conflict of interest or bias, please write your allegation complete with supporting facts on this form and deliver it to the clerk immediately. The Presiding Officer will address the written challenge with the member. Please be respectful of the proceeding and do not interrupt. You may also provide testimony about the challenge when you testify during the normal order of proceedings.

Written Comments/Challenge:_____

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Did not speak

Study Sessions

Speaker Request Form

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THOSE INTERESTED IN GIVING ORAL TESTIMONY AT A COUNCIL MEETING WILL NEED TO:

1) Complete this form, including the topic you want to speak on and send to the City Recorder: mailto:melissa.huhtala@ashland.or.us
2) Begin the oral testimony during the meeting by stating your name for the record.
3) Limit your comments to the amount of time given to you by the Mayor, usually 3 or 5 minutes.
4) If you present written materials, please email a copy of the materials with this form to the City Recorder for the record.
5) Speakers are solely responsible for the content of their public statement.

Meeting Date 4th APR. 2023

Name JERRY PASCHEN
(please print)

Address (no P.O. Box) 865 OAK ST. ASHLAND, OR

Phone 541 641 5141 **Email** ø 97520 1264

Study Session

Agenda topic/item number/Topic RIDE VEGA BIKE

The Public Meeting Law requires that all city meetings are open to the public. Oregon law does not always require that the public be permitted to speak.

Comments and statements by speakers do not represent the opinion of the City Council, City Officers or employees or the City of Ashland.