



General Meeting Agenda

ASHLAND GENERAL
REGULAR MEETING AGENDA
Wednesday, September 4, 2024

I. CALL TO ORDER

1. Welcome & Agenda Review

II. Business

1. Minutes of August 21, 2024
2. Review Timeline
3. Follow-Up Items
4. Presenting Possibilities for Public Input
5. Next Steps

III. Public Forum

IV. Announcements

V. ADJOURNMENT





2200 Ashland St. Ad Hoc Committee Meeting

September 4, 2024

3:00-5:00 p.m.

2200 Ashland Street

AGENDA

I. CALL TO ORDER (3:00-3:05 p.m.)

Welcome & Agenda Review

II. BUSINESS

1. Minutes of August 21, 2024 (3:05-3:10 p.m.)

2. Review Timeline (3:10-3:20 p.m.)

September 4	Refine the Possibilities for the Site
September 18	Prep for Public Event and Finalize Survey (survey open 9/23-10/11) Then an open "after hours" conversation with Chief O'Meara (tentative)
October 2	Final Prep for Public Event
October 9	Public Event
October 16	Incorporate Public Input
October 30	Finalize Recommendations
November 19	Recommendation to City Council

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Sept. 1	2	3	4 meeting	5	6	7
8	9	10	11	12	13	14
15	16	17	18 meeting	19	20	21
22	23 survey--	24-----	25-----	26-----	27-----	28-----
29-----	30-----	Oct. 1----	2 meeting	3-----	4-----	5-----
6-----	7-----	8-----	9 EVENT	10-----	11-----	12
13	14	15	16 meeting	17	18	19
20	21	22	23	24	25	26
27	28	29	30 last mtg	31	Nov. 1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19 Council	20	21	22	23

3. Follow-up Items: (3:20-3:30 p.m.)

- OHRA Center
- Chief O'Meara's comments about use of 2200 Ashland St.: *"APD has committed to a years-long tenancy of the space at 2345 Ashland Street, and we have invested a chunk of money into. I am not opposed to our officers having access to 2200, but it was important that we make our office space more present in the immediate problem area, which was very easily identified as the area around Suds Ur Duds (which is exactly where we placed the office.)"*

(continued on next page)



4. **Presenting Possibilities for Public Input (3:30-4:40 p.m.)**

- a. Committee Agreements – What is not being considered / What is being considered

Transitional shelter/housing
Transitional or long-term housing
Amenities and business ventures

- b. Public Event

- Agenda / Activities
- Confirm the Time (suggestion: 5:30-7:30 p.m.)

- c. Review Public Survey Tool

5. **Next Steps - see schedule below (4:40-4:45 p.m.)**

III. **PUBLIC FORUM – Up to 5 minutes for public comments (4:45-4:50 p.m.)**

IV. **ANNOUNCEMENTS (4:50-5:00 p.m.)**

V. **ADJOURNMENT**

Committee Meetings – 3:00-5:00 p.m. – 2200 Ashland St.

September 4 Refine the Possibilities for the Site
September 18 Finalize Survey (survey open 9/23 – 10/11)
Followed by an “after hours” conversation with Chief O’Meara, 5:00-6:00 p.m. (tentative)
October 2 Prep for Public Event
October 9 Public Event (time _____)
October 16 Incorporate Public Input
October 30 Finalize Recommendations
November 19 Recommendation to City Council

2200 Ashland St. Ad Hoc Committee Meeting August 21, 2024 Minutes

	Name	Role	Attended 8/21/24
1	Matthew McMillan	Member	X
2	Ruth Coulthard	Member	X
3	Bob Kaplan, City Councilor	Non-voting Member	
4	Allison Wildman	Member	X
5	Jason Houck	Member	
6	Rachel Jones	Member	
7	Tonya Graham, Mayor	Non-voting Member	X
8	Debbie Neisewander	Member	X
9	Wendy Tanner	Member	
10	Avram Sacks	Member	X
11	Gina DuQuenne, City Councilor	Non-voting Member	X
12	Trina Sanford	Member	X
	Jan Calvin	Facilitator	X
	Steve Matiaco, Comm. Dev.	Guest/presenter	X
	Jeff Dahl, City Councilor	Guest	X
	Kelly Burns, Emergency Manager	Guest	X

AGENDA REVIEW

Introductions were made and the agenda was reviewed.

MINUTES OF AUGUST 7, 2024

Reviewed and approved with an addition to clarify the reason for the data that followed:

Debbie expressed concern that we have looked at crime data but have not talked about mental health or substance abuse. She shared her review of the last six months of police reports that show 23 calls to respond to suicide (attempted and/or completed) as an illustration of mental health conditions that surface in the public arena due to the severe lack of mental health services.

FOLLOW-UP ITEMS

1. **OHRA Information** - Jan stated that she sent questions raised at the last meeting to Cass Sinclair, requesting information prior to the next committee meeting:

From 8/7/24 Meeting Minutes: “Committee members raised two issues about how the existence of the OHRA Center is impacting the neighborhood.

- One issue focused on people who opt out or are excluded from OHRA and “exit to the neighborhood.” Since, as a Project Turnkey site, the center serves all of Jackson County, how could people who came from outside of Ashland be transported to their original community? People are offered transportation assistance, but they make their own choices.
 - *Requests: Data on residents’ “home community” and the geographic location where they exit to. Data on exits to different types of situations (streets, institutions, temporary locations, permanent housing). Data on how many residents exited voluntarily or involuntarily annually.*
- The other issue focused on public drug and alcohol use. Since OHRA residents cannot

use substances on the property, it is presumed that those who use substances go somewhere in the neighborhood to partake.

- *Request: Information about how and the number of residents who are connected to treatment services while at OHRA. Information about outreach efforts and other pathways from the streets to treatment services.”*

2. **Economic Development / Transit Triangle Land Use Overlay** – The group discussed the fact that the City of Ashland needs to update its economic development plan, which was adopted about 15 years ago. Tonya noted that the city has an economic development analyst who will be conducting an inventory of commercial lands, which is a first step. In the meantime, the Transit Triangle Land Use Overlay opens up greater possibilities for development in this part of town. ‘

The group touched on a number of other items mentioned at previous meetings:

Allison questioned if the City has facility needs and is looking for other space. Tonya stated that the City is actually in the midst of a facilities masterplan.

Ruth asked about relocating the police substation from the shopping center to 2200 Ashland St., suggesting there would be a cost savings. Trina shared her understanding that the City had invested \$30k to remodel that space and signed a seven year lease at \$2,000/month.

Matt noted that Rogue Community Health will be providing mental health services at their facility across Ashland St. soon.

Trina questioned where the funds will come from for 2200 Ashland St., stating that it is difficult to plan without having any funding. She also expressed concerns should the City want to increase taxes to pay for new services at the site.

Jeff Dahl noted that local taxes are capped, so that would not be the case, and, if City dollars were to be used they would have to come from the General Fund, which pays for Fire, Police, and other existing services, which would be equally unlikely.

Tonya noted that to search for funding, we first need a plan. If there is not a plan, there will certainly be no funding.

Jan expressed the need for a plan that is not so specific that funding would be hard to find, but guidelines specific enough should grants or other funding be identified, the guidelines (plan) could be used as criteria to determine whether that opportunity would be right for 2200 Ashland St.

3. **City Building Codes** – Steve Matiaco provided an overview of the Excel spreadsheet sent with the meeting agenda. The discussion focused on requirements for residential use. Steve confirmed that any residential use would require a fire suppression system. He described several types of residential uses which would require distinct types of fire suppression systems. He also confirmed that having an adequate fire suppression system would negate the need to alter the windows in sleeping rooms.

Tonya asked about mixed use, such as office space and residential. Steve noted that mixed use is certainly possible and it would trigger or default to the most restrictive building codes (codes for residential use, in that case).

Steve stated that Pallet houses are not under the City's building codes, so he couldn't speak to their use. Jan explained requirements for using HUD funding for Pallet houses, which include having a cluster (more than one) and access to adequate shower and restroom

facilities, as well as kitchen or meal services. The units themselves need to have electricity, ventilation, and heat, as well as cooling if in a “hot climate” such as Arizona.

4. **Properties used during a community emergency** – Jan reported on her follow-up conversation with Kelly Burns, Ashland Emergency Manager about properties identified for potential use during a community emergency. Kelly had shared that the American Red Cross (ARC) used to “pre identify” community spaces and manage contracts or memoranda of understanding should the space be needed. The ARC no longer does this, so properties have to be contacted once an emergency is eminent or has occurred.

Jan referenced emailed information included in the agenda packet (attached) about how 2200 Ashland St. might be used during a community emergency. She reminded the group about information shared at the previous meeting on the City and SOU’s agreement for a central command center on the SOU campus. Other buildings, such as 2200 Ashland St. would be used to distribute supplies (e.g., sandbags, air purifiers, water).

PREPARING INFORMATION FOR PUBLIC REVIEW

Jan reviewed a list of possibilities that are not being considered for the property. After discussion, the group confirmed these items should not be considered for the site:

- Tent camping
- Car camping
- Low barrier sheltering
- Congregate sheltering
- Walk up shelter
- Flea market
- Maker space
- Permanent Pallet houses

Conversely, there were three items on the list of what to include:

- Severe weather sheltering (heat, cold, and smoke)
- “Resiliency hub” in the event of a community emergency (a site for distribution of supplies)
- An Advisory Council with representatives from the neighborhood

The next task was to determine which of the possibilities previously identified might be eliminated from consideration and which will remain under consideration and be included when gathering public input. The group took time to individually complete the worksheet included in the packet prior to discussion, answering the question, “Does it stay on the list of possibilities?”

1 = no 2 = not likely 3 = probably 4 = definitely

Focusing only on the “daytime uses,” Jan asked how many items were rated as a “1” and how many were rated as a “4”. After discussion, the group agreed to eliminate the following daytime activities from further consideration:

- Resource Center
- Day Center
- Urban Rest Stop

The group will work through the rest of the possibilities at the next meeting.

PUBLIC FORUM

Alexandra Reid, who coordinates Laundry Love, thanked the committee for its work. She shared that she has identified donors who will contribute the funding to purchase commercial grade washers and dryers, with the desire that they be placed inside the 2200 Ashland St. building for use by unsheltered individuals/families. She envisions the same protocol whereby people sign up at OHRA for a time to do their laundry, and Laundry Love would continue to provide volunteers to check people in and oversee the use of the machines.

ANNOUNCEMENTS

Debbie Neisewander announced that State Representative Pam Marsh is speaking at the Ashland Library on September 3, for those who might be interested.

MEETING ADJOURNED at 5:05 p.m.

Attachment to 8/21/24 minutes - Emails from Kelly Burns:

My thoughts on what the 2200 Ashland St property can be used for if/when we experience a local emergency:

1. Resilience and/or Recovery center for resources and community support
 - a. for evacuees
 - b. for major incident support and/or coordination
 - i. a space for responders or management teams
 - c. for government officials to assist in coordination during campaign incidents.
 - d. If equipped properly it could serve the region as a shared emergency operations center (EOC)
2. Severe Weather Shelter
 - a. Cooling Center
 - b. Cleaner-Air Center
 - c. Winter Overnight Shelter
3. Training Center
 - a. We could use a decent space for community and regional agency trainings in all things:
 - i. disaster preparedness
 - ii. disaster response
 - iii. disaster recovery

hope any or some of this is helpful,

Kelly Burns

Emergency Management Coordinator

City of Ashland

20 East Main, Ashland, Oregon 97520

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>>>>>>

Additional information below

1.d. "if equipped properly" - **building would need a radio tower/antenna installed and radio equipment available on the interior (last quote I received to install this at our joint-EOC was close to \$30K). Building needs a large capacity generator for when the electric grid goes down (I don't know the costs, I know this is expensive and it adds to the workload of facilities maintenance for the City).**

and what constitutes "a decent space" for 3.a. - **the office section of the building constitutes a decent space for regional trainings or what could be a training center. What I mean by this is there's parking around the exterior, there are breakout rooms and a main conference/classroom, and accessible bathrooms. Installing some reliable means of media presentation equipment (screens, projectors, supplies) would make for a decent space for regional trainings. Hope that makes sense, otherwise ignore my poor sentence and description of a "decent space".**

For example:

Would it work best with one large room? multiple rooms? separate entrances? sizes? **Not sure how to respond to this.**

If it had a kitchen, would that be ideal, or unnecessary? **Possibly useful, I don't know.**

Showers? **Also possibly useful, but I don't have a strong opinion on this. Both the kitchen and showers might be useful if the space becomes a regional EOC for major disasters. The kitchen and showers could be utilized by management teams pulling long hours to support local major events.**

Would the garage door and bay be helpful to keep? **Having a garage door to receive deliveries of supplies and goods is a very good idea. Yes, keep the door.**

Would it need to have turnaround space for large vehicles? **The parking area is a loop, I don't believe there would need to be, but I don't have a strong opinion on this.**

Let me know if I can clarify further. Thanks for your work on this.

Kelly Burns
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Initial Questions for Chief O'Meara **will be updated at 9/4 meeting, then sent to Chief O'Meara**

South Ashland questions:

- What are the challenges APD deals with on the south side?
- Do you have data that shows an increase in 911 calls to south Ashland relative to the transient/homeless population? If not, what is your opinion?

Homeless-related questions:

- Is APD making preparations for California's sweep?
- What needs do you have in responding to calls related to people experiencing homelessness?

Drug-related questions:

- What is being done with drug arrests / rehab? (As in - short term turnarounds and dealing with repeat "offenders?")
- Oregon Drug Intervention Plan. Is APD making preparations for changes to Measure 110 as of September 1? What does that look like?

Other questions:

- Who do you find/serve most in Ashland? (i.e., women/children, young adults, seniors)
- What parts of Ashland would ASD consider "hot spots?"
- Do you have plans for or a need for more police?

2200 Ashland St. Master Plan Ad Hoc Committee

The Task

Create a long-term master plan for the building and surrounding property at 2200 Ashland Street that aligns with contractual obligations to provide services to people experiencing homelessness, furthers the community's goals regarding homeless services and affordable housing, and enhances the experience of the surrounding neighborhood.

The Goals for the 2200 Ashland St. Property

- Provide immediate safety during severe weather for Ashland residents who are experiencing homelessness
- Support economic development and public art efforts that build, energize, and beautify south Ashland, which welcomes visitors as a gateway to the city
- Provide a pathway to long-term housing for Ashland residents who are experiencing homelessness, possibly including immediate shelter
- Support wider community goals, such as emergency management, social equity and racial justice, and climate action

Site Map



Land: 52,272 sq. ft. (1.20 acres)

Building: 5,333 sq. ft. finished interior

Refining the Possibilities

1. What is **NOT** BEING CONSIDERED for this property?

- a. Tent camping
- b. Car camping
- c. Low barrier sheltering
- d. Congregate sheltering
- e. Walk up shelter
- f. Flea market
- g. Maker space
- h. Permanent Pallet houses
- i. Resource Center
- j. Day Center
- k. Urban Rest Stop

2. What **IS** BEING CONSIDERED for this property?

- a. Severe weather sheltering (heat, cold, smoke)
- b. Neighborhood resiliency hub during community emergencies
- c. Advisory Council with representatives from the neighborhood
- d. Day Storage
- e. Restroom
- f. Showers
- g. Laundry
- h. ...

See worksheet.

Possible Uses to Review:
Daytime services (done)
Transitional shelter/housing
Transitional or long-term housing
Amenities and business ventures

Populations List
Newly homeless
Adults only
Women
Women with children
Families
Survivors of domestic violence
Youth aging out of Foster Care
Youth ages 18-24
Seniors / elders
People with disabilities
Chronically homeless
Veterans

Possibility	Description	Does it stay on list of possibilities? 1 = no 2 = not likely 3 = probably 4 = definitely	For items marked "3" or "4" Caveats or requirements. Only if.....	Prioritized populations? (Leave blank if none or select from list.)	Other comments
Seasonal Winter Shelter	Open 24-7 November to April, with housing-focused navigation/case management	1 2 3 4			
Transitional Shelter	Residential program with housing-focused case management	1 2 3 4			
Bridge Housing	Step-down after treatment and before permanent or transitional housing -or- bridging the time between entering a housing program and moving into housing	1 2 3 4			
Temporary Pallet House Village	Cluster of Pallet houses, each with 1-2 people. Access to restrooms, showers, and meals (all inside the building) and housing-focused case management	1 2 3 4			
Tiny Home Village	Cluster of small self-contained units for 1-2 people	1 2 3 4			
Multi-floor Efficiency Apartments	Multi-floor efficiency apartments for 1-2 people	1 2 3 4			
Classes	Classes to support self-sufficiency (financial, ready to rent, job search/employment)	1 2 3 4			
Client-only Garden	Garden for on-site residents; classes to grow and prepare meals	1 2 3 4			
Community Garden	Community garden that could include any on-site residents if they wanted to participate	1 2 3 4			

Possibility	Description	Does it stay on list of possibilities? 1 = no 2 = not likely 3 = probably 4 = definitely	For items marked "3" or "4" Caveats or requirements. Only if.....	Prioritized populations? (Leave blank if none or select from list.)	Other comments
Pet Care Center	Dedicated to assisting people experiencing homelessness to care for their pets	1 2 3 4			
Pet Care Services	An entrepreneurial venture to help subsidize the other services	1 2 3 4			
Community Kitchen	To prepare free meals, either <u>provided on site (?)</u> or in the community; could include classes	1 2 3 4			
Commercial Kitchen	An entrepreneurial venture to help subsidize the other services	1 2 3 4			
Counseling Services	Sliding scale or fully subsidized mental health services for people experiencing homelessness	1 2 3 4			
Counseling Center	An entrepreneurial venture to help subsidize the other services (e.g., charge rental fee for office space)	1 2 3 4			
Classes	Classes to support self-sufficiency (financial, ready to rent, job search/employment)	1 2 3 4			
Satellite offices	Satellite offices for street outreach staff, mobile crisis unit, and police	1 2 3 4			
Offices	Offices for housing-focused public/non-profit organizations	1 2 3 4			

Should any specific populations be the focus for homeless services at this property?

NOTE: Fair Housing Laws may prevent exclusive use for certain populations or excluding others.

Population	1 = no	2 = maybe	3 = yes	If you marked 2 or 3, are there any specific services you would suggest?	Other comments about focusing on this population at this property
General population	1	2	3		
Artists	1	2	3		
Newly homeless	1	2	3		
Chronically homeless	1	2	3		
Families w/children	1	2	3		
Women w/children	1	2	3		
Adults only	1	2	3		
Older adults / Seniors	1	2	3		
Young adults (18-24)	1	2	3		
Survivors of domestic violence	1	2	3		
People with Disabilities	1	2	3		
Veterans	1	2	3		

Other comments about population(s) to be served at 2200 Ashland St.:

2200 Ashland St. Ad Hoc Committee Public Forum

Proposed: October 9, 2024, 5:30-7:30 p.m.
(90 minutes, plus opportunity to complete survey = 2 hours)
2200 Ashland Street

Draft Agenda

1. Welcome & Introductions (15 minutes)

- a. The Purpose of the Public Forum
- b. The Committee and Its Task
- c. Background Information
 - i. Goals for the Property
 - ii. The Win-Win
 - iii. Project Timeline

2. Possibilities for the Property (75 minutes)

- a. Types of Services & Activities (review handout - 5 minutes)
- b. Describing Table Topics and Moving to Tables (10 minutes)
- c. Roundtable Discussions (can stay at any table as long as they like but will be invited to consider moving every 15 minutes)

Proposed Topics:

- i. Types of Daytime Services that Could be Offered
- ii. Types of Residential Services that Could be Offered
- iii. Other Uses for the Property
- iv. Site Management
- v. Communications with Neighborhood Businesses and Residents

At each table, there will be a list of considerations for people to comment on or ask questions about. In addition, the lists will be in materials handed out upon arrival.

Someone will introduce the list and invite comments and questions. Questions will either 1) be answered, or 2) be recorded as something to be answered. Answers will be posted on the committee website.

Someone will be assigned to take notes at each table.

3. Weighing In. Your Input About What Happens on the Property & How it Happens (Complete the survey on their own prior to leaving or take a postcard with a QR code and online link)

SECTION 1 - What Happens on the Property

1. Which Daytime Services would you support having at this site (see handout for definitions)?

- ☐ Restrooms
- ☐ Showers
- ☐ Laundry
- ☐ Day Storage
- ☐ Meals
- ☐ Classes
- ☐ Pet Services
- ☐ Counseling

2. Which Residential Services do you think would work well at this site?

- ☐ Transition Shelter with Case Management
- ☐ Bridge Housing – step-down units or for voucher holder while they seek a place to rent
- ☐ Temporary Pallet Houses
- ☐ Tiny Home Village
- ☐ Multi-floor Efficiency Apartments

3. Which Public Spaces & Activities would you like to see at this site?

- ☐ Commercial Kitchen
- ☐ Community Garden
- ☐ Other:_____

4. Which of these Other Services & Activities do you think would work well at this site?

- ☐ Office for Street Outreach staff
- ☐ Office for Ashland Police
- ☐ Pet Services
- ☐ Counseling

SECTION 2 - How it Happens

5. Physical Appearance of the Property

Please rate how important it would be to you for the following to be true of this property

	Not	Somewhat	Very
☐ Well-kept without major changes	1	2	3
☐ Upgraded landscaping that is well-tended	1	2	3
☐ Buildings of similar height as the surrounding area	1	2	3
☐ Multi-level buildings that do not impose on neighbors	1	2	3
☐ Solar panels that also provide shade	1	2	3
☐ Other:_____			

Comments about the physical site:

6. Populations to be Engaged On-Site, with Appropriate Services

Please identify which populations you would like to see offered appropriate services at this site

	No	Maybe	Yes
☐ Those with high needs, not being served elsewhere	1	2	3
☐ Those with low/moderate needs, not being served elsewhere	1	2	3
☐ Seniors / Elders	1	2	3
☐ Young Adults, 18-24 years old	1	2	3
☐ Women	1	2	3
☐ Women with Children	1	2	3
☐ Families	1	2	3
☐ Survivors of Domestic Violence	1	2	3
☐ Veterans	1	2	3
☐ Other:_____			

Comments about populations who might be served at this site:

7. Communications / Public Information

Please indicate how important it would be to you for the following to be provided

	Not 1	Somewhat 2	Very 3
☐ Website with information about services and activities			
☐ Advisory Council with representatives from the neighborhood and people who work or volunteer with people experiencing homelessness; to provide communication between various stakeholders	1	2	3
☐ Open Houses or other types of regular events where people can become familiar with the site, services, and activities	1	2	3
☐ Distribution of an annual report	1	2	3

Comments about communications / public information:

8. Other Considerations

Please provide your thoughts about the following topics, as they relate to this site

- ☐ Evaluation measures
- ☐ Volunteer opportunities
- ☐ Availability and responsiveness of site/program management
- ☐ Other thoughts you would like to share with the committee

SECTION 3 - Please complete the following questions to help us understand who responded

1. What is your experience with homelessness? a. None b. None, personally, but have friends or family who have or are experiencing homelessness c. I have experienced homelessness in the past d. I am currently experiencing homelessness e. Prefer not to say	2. Which age group are you in? a. Under 18 b. 18-29 c. 30-49 d. 50-69 e. 70 or older f. Prefer not to say
3. What describes your relationship to the property? (mark all that apply) a. My home is right next to the property b. My home is within a half mile of the property c. My home is in south Ashland d. My business/workplace is within a half mile of the property e. My business/workplace is in south Ashland f. None of the above	