

**ASHLAND CITY COUNCIL
BUSINESS MEETING DRAFT MINUTES
Tuesday, December 20, 2022**

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)
The Special Business Meeting will be held in Council Chambers, 1175 E. Main Street.**

Written and oral testimony will be accepted for public input. For written testimony, email public-testimony@ashland.or.us using the subject line: Ashland City Council Public Testimony. For oral testimony, fill out a Speaker Request Form at ashland.or.us/speakerrequest and return to the City Recorder.

5:30 PM Executive Session - CANCELLED

The Ashland City Council will hold an Executive Session and may conduct the following:

1. To conduct deliberation with persons you have designated to negotiate real property transaction pursuant to ORS 192.660(2)(e)

6:00 PM Regular Business Meeting*

I. CALL TO ORDER

Mayor Akins called the Business Meeting to Order at 6:00 PM

II. PLEDGE OF ALLEGIANCE

Councilor Jensen led the Pledge of Allegiance.

III. ROLL CALL

Councilors' Hyatt, Graham, Seffinger, DuQuenne and Jensen were present. Councilor Moran was absent.

IV. MAYOR'S ANNOUNCEMENTS

Land Acknowledgement**

Hyatt read the Land Acknowledgment into the record.

Mayor Akins presented plaques to Councilor Stefani Seffinger and Councilor Stephen Jensen for their service.

Public Input:

Former City Councilors Dennis Slattery and Rich Rosenthal spoke thanking Seffinger and Jensen for their service to the Community.

Seffinger thanked all and spoke regarding all accomplishments since she has been on Council. She spoke to the hope for the future of Council and to work together.

Jensen spoke that it has been a busy year. He read a statement into the record (*see attached*).

V. APPROVAL OF MINUTES

- 1.** Minutes of the December 5, 2022, Study Session Meeting
- 2.** Minutes of the December 6, 2022, Business Meeting

Hyatt/Jensen moved to approve the minutes. Discussion: None. All Ayes. Motion passed unanimously.

Minutes of Boards, Commissions and Committees***

VI. SPECIAL PRESENTATIONS

VII. CITY MANAGER REPORT

Lessard gave a brief Manager report. Items discussed were:

- Look Ahead
- Special Meeting
- General Budget Process

Council discussed 5G.

Acting City Attorney Doug McGeary gave an overview of the Ordinance and a timeline.

VIII. PUBLIC FORUM

Miriam Reed- Ashland – Spoke against 5G. She suggested to amend the current Ordinance.

Ian Cropper – Ashland – Spoke regarding technology progressiveness in Ashland. He gave statistics of the wireless technology. He spoke against 5G.

Kelly Marcotulli – Ashland - Spoke against 5G. She spoke regarding headaches and the harm of 5G. She spoke to the danger of radiation.

IX. CONSENT AGENDA

- 1.** FY 2020-2021 Annual Financial Report and FY 2022-20223 Budget Amendments
- 2.** Adoption of Revisions to Miscellaneous Fees & Charges for FY 2023

DuQuenne pulled Item 1 & 2.

DuQuenne spoke regarding Item 1 & 2. She spoke that both items number 1 & 2 need more time. She suggested that these items be put on a Study Session.

Graham and Hyatt agreed with DuQuenne.

Council discussed the timeline.

Mayor Akins discussed the importance of deadlines.

It was decided to remove Item 1 & 2 and bring to the Auditors to get more information and further discuss.

X. PUBLIC HEARINGS

XI. UNFINISHED BUSINESS

XII. NEW AND MISCELLANEOUS BUSINESS

XIII. ORDINANCES, RESOLUTIONS AND CONTRACTS

- 1.** Ashland Airport Taxiway Reconstruction and Rehabilitation
 - a) Construction Contract with Knife River Materials for the Ashland Airport Taxiway Reconstruction and Rehabilitation Project; and
 - b) Professional Services Contract with Century West Engineering for Construction Administration of the Ashland Airport

Public Works Director gave a Staff report.

Jensen/ Hyatt moved to approve a Public Works Improvement contract with LTM dba, Knife River Materials for the Airport Taxiway Reconstruction and Rehabilitation Project for a contract amount not to exceed \$2,604,807.75. Discussion: Jensen complimented the Public Works Department particularly Chance Metcalf. Hyatt spoke in agreement with Jensen. Seffinger spoke to the importance of emergency services. **Roll Call Vote: Hyatt, Graham, Seffinger, DuQuenne and Jensen: YES. Motion passed unanimously.**

Jensen/Hyatt moved to approve a Professional Services contract with Century West Engineering for the Airport Taxiway Reconstruction and Rehabilitation Project for a

contract amount not to exceed \$348,577.64. Discussion: None. Roll Call Vote: Hyatt, Graham, Seffinger, DuQuenne and Jensen: YES. Motion passed unanimously

2. Findings and Second Reading of Annexation and site Review: 1511 HWY 99: T3-2022-0004

Mayor Akins asked Council if they had any ex-parte contacts since the last meeting.

Hyatt announced that as liaison to the Planning Commission she had sat through all meetings but can sit through this meeting and be non-bias.

Brandon Goldman Interim Community Development Director gave a Staff Report.

Jensen/Graham moved approval of the second reading by title only of ‘An Ordinance Annexing Property and Withdrawing an Annexed Area from Jackson County Fire District No. 5 (Grand Terrace Annexation – Planning Action #PA-T3-2022-00004. Discussion: Jensen spoke that this has been a long road and the work has been done and time to move forward. Graham spoke that she is excited to move forward with this. Roll Call Vote: DuQuenne, Seffinger, Hyatt, Jensen and Graham: YES. Motion passed unanimously.

Jensen/Graham moved to adopt the written findings provided for approval of Planning Action #PA-T3- 2022-00004. Discussion: None. Roll Call Vote: DuQuenne, Seffinger, Hyatt, Jensen and Graham: YES. Motion passed unanimously.

Consent Agenda Continued:

1. Adoption of Revisions to Miscellaneous Fees & Charges for FY 2023

Deputy City Manager Sabrina Cotta gave a Staff Report.

Council discussed the fee schedule.

Hyatt/Seffinger moved to approve of the resolution titled A Resolution Adopting a Miscellaneous Fees & Charges Document and Repealing Prior Fee Resolution 2022-13. Discussion: Hyatt spoke that looking at these items are important to look at. Roll Call Vote: Graham, Seffinger, DuQuenne, Hyatt and Jensen: YES. Motion passed unanimously.

1. FY 2020-2021 Annual Financial Report and FY 2022-20223 Budget Amendments

Cotta gave a brief Staff Report.

CPA Amanda McLeary-Moore went over a PowerPoint Presentation (*see attached*)

Items discussed were:

- Nature of services Provided
- Critical Audit Areas
- Audit Opinion/Reports
- Communications to Those Charged with Governance
- New Standards

Council discussed options.

Jensen/Hyatt moved to accept the City of Ashland FY2022 Annual Comprehensive Financial Report. Discussion: Jensen complemented Staff for this report. Hyatt thanked Staff. Graham agreed with Hyatt she spoke to the importance to have a larger conversation regarding budget with the Community. **Roll Call Vote: Hyatt, Graham, Seffinger, Jensen: YES. DuQuenne: NO. Motion passed 4-1.**

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

III. ADJOURNMENT OF BUSINESS MEETING

Seffinger/Jensen moved to adjourn the meeting. All Ayes. Motion passed unanimously.

The Study Session was adjourned at 8:18 PM

Respectfully Submitted by:

City Recorder Melissa Huhtala

Attest:

Mayor Akins

* 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's Boards and Commissions meetings may be found at the City's website, <https://www.ashland.or.us/Agendas.asp> . Use the View By box to select the Board or Commission information you are seeking.

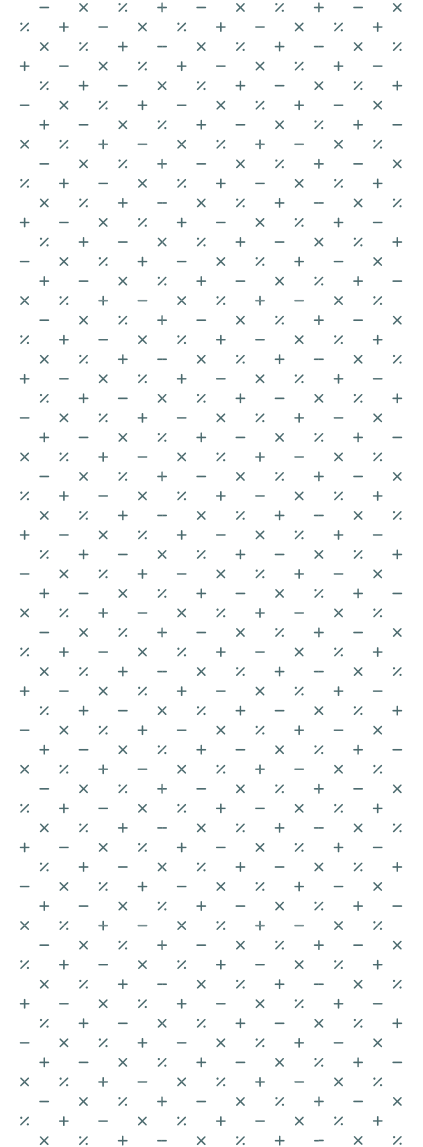
In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Manager's office at (541) 488-6002 (TTY phone number 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).



City of Ashland, Oregon Audit Results

COMMUNICATION WITH THE AUDIT COMMITTEE

December 20, 2022





Agenda

1. Nature of Services Provided
2. Auditor Opinions / Reports
3. Internal control related matters
4. Communications to Those Charged with Governance
5. New Standards





Nature of Services Provided

1 Audit the City financial statements in accordance with Generally Accepted Auditing Standards (GAAS) and Governmental Standards (GAGAS)

2 Assistance with, and technical review of each respective Annual Comprehensive Financial Report (ACFR) for compliance with Generally Accepted Accounting Principles (GAAP) as well as Government Finance Officers Association (GFOA) Certificate of Excellence requirements

3 Compliance testing/reporting under Oregon Minimum Audit Standards (OMS)

4 Single Audit of federal grant programs under Uniform Guidance

5 Reporting – Overall audit plan, audit results, communicating internal controls findings and noncompliance



Critical Audit Areas

- Internal Controls / IT Environment
- Cash & Investments
- Revenues & Receivables
- Capital Assets
- Long Term Debt
- Accrued Liabilities – PERS, Other Post Employment Benefits (OPEB)
- Grants
- Financial Close & Reporting
- Oregon Minimum Standards



Audit Opinion / Reports

Financial
Statements

Unmodified
(clean) opinion
on financial
statement

Oregon
Minimum
Standards

No reportable
findings

Government
Auditing
Standards
Report

No reportable
findings

Uniform
guidance

City was found
in compliance

Communications to Those Charged with Governance

- Planned scope and timing
- Significant accounting policies
- Management judgments & accounting estimates
- Audit adjustments made and passed
 - None in current year
- Management's consultation with other accountants
- No disagreements with management
- No difficulties in performing the audit



New Standards

GASB Statement No. 87, Leases – effective for June 30, 2022 fiscal year –
adopted in the current year

GASB Statement No. 89, Accounting for Interest Cost Incurred Before the End
of a Construction Period – effective for June 30, 2022 fiscal year

Audit standards



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