

**ASHLAND CITY COUNCIL
BUSINESS MEETING MINUTES
February 20, 2024**

6 p.m. Regular Business Meeting*

I. CALL TO ORDER

Mayor Tonya Graham called the meeting to order at 6:00 p.m.

1. Land Acknowledgement**

Dylan Bloom read the land acknowledgement.

II. PLEDGE OF ALLEGIANCE

Jeff Dahle led the pledge of allegiance.

III. ROLL CALL

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

IV. MAYOR'S/CHAIR OF THE COUNCIL ANNOUNCEMENTS

1. 150 Year Anniversary of Ashland Police Department Proclamation

Mayor Graham read the proclamation.

2. Black History Month Proclamation

Mayor Graham read the proclamation. DuQuenne spoke about the spirit of art and its connection to Black History Month within the community. She pointed out that the planned "Ancestors Futures, Crystalize Our Call" art installation still needed funding. Graham provided an update on the "If I Were Mayor" contest and spoke about a communication survey that was recently released on the City of Ashland's website.

V. APPROVAL OF MINUTES ***

1. Minutes of the February 5, 2024 – Study Session Meeting

2. Minutes of February 6, 2024 – Business Meeting

Dahle noted that on the February 6, 2024 – Business Meeting section about the approval of the minutes, his name was accidentally listed despite not being in attendance. He also noted a similar issue on the Unfinished Business section of the same set of minutes.

DuQuenne noted an error on the February 5, 2024 study session within the final paragraph about the houseless shelter. It should have read "Graham said the recap would be brought back in April," as opposed to "brought back at a later date."

Councilor Hansen/Dahle m/s to approve the February 5, 2024 Study Session and February 6, 2024 Business Meeting minutes with the noted changes.

Roll Call Vote: Councilor Hyatt, Bloom, Kaplan, DuQuenne, Dahle and Hansen, YES. Motion passed.

VI. SPECIAL PRESENTATIONS

1. Fire Life Saving Award

Fire Chief Ralph Sartain presented the Fire Life Saving Award to Retired Captain Todd Beck and Firefighters Ty Haggard and Matt Brown for their actions on April 3, 2023. Graham and the Council congratulated the three for their heroism.

VII. CITY MANAGER REPORT

Interim City Manager Sabrina Cotta reminded Council that the online comment period for the proposed telecommunication ordinance was now open on the City of Ashland's website. She also noted that the City was launching its citizens self-service portal, which was aimed to help deal with permits for planning, building and public works projects. She noted that the Community Connect software program had been officially rolled out.

VIII. PUBLIC FORUM (15 minutes – Public input or comment on City business not included on the agenda)

Sitka Moss/Shady Cove – Spoke to the connection between the genocide that happened to the indigenous peoples of America, the holocaust, and the ongoing genocide in Gaza. Urged the Council to do more and to draft a letter in support of a cease-fire.

Ryan Navickas/Medford – Felt that the City was ignoring its duties as human beings. Urged the Council to reconsider its stance regarding Gaza and to call for a full and immediate cease-fire. Spoke to the history of the Nakba and the long running oppression of Palestine.

Alison Post/Ashland – Spoke about the ongoing escalation of violence towards the people of Palestine Raised concerns about the people of Gaza being trapped by Israel within the City of Rafah. Urged the City to call for an immediate cease-fire.

Amanda Morehouse/Central Point– Spoke to the ongoing humanitarian issues caused by the genocide in Gaza. Urged Council to draft a letter and adopt a resolution supporting an immediate cease-fire in Gaza.

Andrew Blanchflower/Ashland – Spoke about the ongoing genocide going on in Gaza. Asked the Council to publicly denounce the actions of the Israeli government. Brought up how the United States is actively supporting the ongoing genocide via the usage of tax dollars towards defense spending. Urged the Council to support an immediate cease-fire.

Kayla Blanchflower/Ashland– Thanked Mayor Graham for having the impetus to at least create a letter addressing the ongoing genocide. Urged the Council to do something and stand up for humanity. Mentioned how the City of Ashland annually gave \$360,000 a year to Israel and urged the Council to use that money for something that would actually help the City. Submitted a draft resolution to the record.

Sallie Mix/ Ashland – Spoke of how the US has given massive amounts of money to Israel since the late 1940's, thus directly contributing to the ongoing genocide of Palestine.

Mentioned how President Biden has continued to give money to Israel at the cost of funding for important programs within the US. Urged Council to take a stand against genocide.

Gary Shaff/Ashland – Spoke about the ongoing housing and cost of living crisis. Mentioned findings from the Ashland Housing Capacity Analysis, and how the City has around 2500 buildable acres, with only 643 acres needed to address projected growth of the City until 2040. Wanted the Council to address affordability & public transportation, as well as submitted a flyer to aid in discussion.

IX. **CONSENT AGENDA**

1. Updated IGA with Jackson County for Jail Bed Rentals
2. Public Arts Advisory Committee Appointments

Councilor Hyatt/Bloom m/s to approve the consent agenda as presented.

Roll Call Vote: Councilor DuQuenne, Hyatt, Kaplan, Hansen, Bloom and Dahle, YES. Motion passed.

X. **PUBLIC HEARINGS**

1. First Reading – Ordinance 3230 Amending Procurement & Contract Procedures
Finance Director Marianne Berry provided a presentation (see attached). The original Ashland Procurement code was created back in 2000 with several changes made, mostly in the year 2010. Since then, there had been many changes on the State level, with Berry wanting to make Ashland's own code to reflect those changes. Berry thanked the people who assisted in this project. Cotta thanked Berry and was impressed with the work that staff had done on the project.

Councilor Bloom/Hyatt m/s move to approve the First Reading of the amended Ashland Municipal Chapter 2.50 Procurement Procedures and move forward with the Second Reading.

DISCUSSION: Bloom was impressed with the presentation and praised Berry and her team for their work. Hyatt thanked Berry and her team, as well as highlighted how the amendment would help streamline the procurement procedure going forward. She also praised Berry for her forethought and planning to anticipate any potential changes in procurement procedures at the state level. DuQuenne thanked Berry for making apparent where revisions were as well as for taking the initiative to increase efficiency. Graham spoke about the importance of streamlining the procurement process and saving money during the process.

Roll Call Vote: Council Hansen, Dahle, Kaplan, DuQuenne, Hyatt and Bloom, YES.

Motion Passed.

2. First Reading – Ordinance 3232 Adopting the Parks, Trails, and Open Space Map

Community Development Director Brandon Goldman and Interim Parks Director Leslie Eldrige provided a presentation detailing the proposed ordinance. (see attached). Goldman explained how the ordinance would be an amendment to the comprehensive parks, trails, and open spaces plan, serving as supporting technical documents for chapter eight of the plan. The ordinance had been presented to both the Ashland Parks Commission and the Planning Commission for feedback and recommendations. Goldman explained that after the Council approved the ordinance, it would go to the Department of Land Conservation and Development for final review. Goldman explained that the map would be an updated version of a prior map created in 2002 that had a handful of updates in 2012. Eldrige explained the purpose of the map and how it could be used to plan out future developments of all kinds. Eldrige also thanked both the Parks staff and the Planning Commission for their input and support during the creation of the ordinance. Eldrige went through the changes in the map from the 2002 version and the proposed updated version, touching on changes in land use and changes to the Central Bike Path.

Kaplan asked about the plans for the Central Bike Path. He was curious if Parks had played any role in obtaining land for the Central Bike Path? Eldrige responded that the land obtained for the Central Bike Path had been done by Public Works. Kaplan asked if that information would be included in the updated map and the master plan. Goldman responded that the information was in the master plan and the updated map, but not on the original 2002 map. Kaplan felt that there was slight confusion regarding how the information on the Central Bike Path was displayed on the original map and that the changes made would help clear up that confusion, Bloom asked if the properties that were marked out come up for sale, could Council use that land for other purposes such as housing. Goldman confirmed that the properties would be best suited for use by Parks, but the property owner would ultimately have the final say regarding usage, adding that the comprehensive plan had language stating that the City would not use the power of eminent domain to acquire land for usage as a park. Eldrige added that the redundancy within the plan and map was on purpose to maximize the possible options at the Parks disposal Dahle asked for clarification if the trails master plan was part of the comprehensive plan, and that the planned-out corridors was a way for Parks to show their support for further development, which Eldrige confirmed. DuQuenne asked if the planned expansions to the Central Bike Path would solely be handled by Public Works, which Eldrige confirmed. DuQuenne brought up the issue due to concerns raised by the residents of South Ashland about trails and paths within the area. Eldrige responded that Parks would collaborate with Public Works with maintenance on already established trails, but Public Works would handle any planning and construction of new trails. DuQuenne noted that since Ashland per capita has more park land than any other city in Oregon she would like to see some of the land marked out on the map used for affordable housing instead.

Hansen applauded the work by the committee and subcommittee. He asked if they could expand on both the railroads and the Central Bike Path. Eldrige responded that she had been in correspondence with Public Works Director Scott Fleury, who had indicated there was no

funding in the Capital Improvement Plan allocated for the Central Bike Path. Eldridge also mentioned that future planning was needed between Public Works and the railroads regarding right of ways. Hasen expressed interest in beginning to budget and plan for these changes immediately. He asked what plans Parks had for Bear Creek. Eldridge noted that there was a regional initiative already in place to work on Bear Creek. Parks and Public Works had already put out a Request for Proposal for a pedestrian bridge to connect Bear Creek with North Mountain Park. Eldridge also mentioned that there was a lot of interest in connecting Bear Creek with Central Bike Path. Hansen noted several of those properties included in the map were already marked out towards that end. Eldridge added that the riparian and other forested areas would provide additional resources.

DuQuenne asked when Parks felt they might have evaluation and deliberation for property acquisitions. Goldman responded that any purchases would be approved by the Council for review at a public hearing, adding that there were no plans currently to purchase. Eldridge noted that Parks may recommend a plot of land for usage.

Mayor Graham opened the Public Hearing

Gary Shaff/Ashland- Spoke on behalf of Streets for Everyone. Felt that the City did not have the needed funding to extend the Central Bike Path. He wanted the Council to direct staff to work on getting funding and grants. Suggested that Council list the bike path as a priority to acquire grants. He felt that Parks seemed to believe that the new map was exclusive for them only and did not include Public Works or the community.

Mayor Graham closed the public hearing.

Hyatt asked about the process for continuing the Central Bike Path and was curious what was needed to come before the Parks Commission. Goldman responded that since the Bike Path was considered a transportation corridor, it would be consistent with the comprehensive plan regarding the process, noting that parts may not need to come before the Planning Commission. Hyatt clarified that if there is development on a parcel of land would the Planning Commission need to do a review and a feasibility study? Goldman responded that those would be included in the final buildout of the project.

Hansen wanted the Transportation Advisory Committee to look into funding and the process for TSP for the Central Bike Path. He was curious if Council could do anything to help with the process. Goldman responded that Council could direct staff to look into grant options. Cotta added because of interest from both Parks and the people of Ashland as a whole, the City could look into grant options and start moving the CIP forward. Graham asked how projects would be brought forth to the grant consultant group. Cotta responded that the CIP list would be submitted for grant opportunities. Directions were given to staff to add the extension of the Central Bike Path to the list.

Councilor Hansen/Kaplan m/s move to approve First Reading of Ordinance 3232, AN ORDINANCE AMENDING THE CITY OF ASHLAND COMPREHENSIVE PLAN TO ADOPT THE PARKS AND OPEN SPACE MAP AS AN OFFICIAL MAP IN SUPPORT OF THE PARKS, OPEN SPACE, AND AESTHETICS ELEMENT OF THE ASHLAND COMPREHENSIVE PLAN and schedule Second Reading for March 5, 2024. Directing staff, Public Works, and the Transportation Advisory

Committee to ensure the Central Bike Path is considered a “top priority” in the TSP and to request the City’s grant consultant to fast-track grants for the CIP as well as directing staff that the Central Bike Path is in the CIP for the next biennium.

DISCUSSION: Hansen said that the map was long overdue and focused on new priorities as well as managing fuels. He added that the broader conversation around the Central Bike Path was an important aspect that the map included. Kaplan agreed with Hasen, feeling that it was long overdue and looked forward to opportunities for more recreation areas. Dahle agreed with Hansen and Kaplan’s statements. He also agreed with highlighting the importance of the Central Bike Path. Bloom wanted the House and Human Service Committee to come up with their own map regarding potential land use but would support the ordinance. DuQuenne agrees with Bloom’s statement and felt that housing must be made a priority moving forward.

Roll Call Vote: Council Hansen, Dahle, Kaplan, DuQuenne, Hyatt and Bloom, YES.

Motion Passed.

XI. UNFINISHED BUSINESS

1. Selection Process for City Manager

Human Resource Director Molly Taylor spoke about how to proceed with filing the City Manager vacancy. Within the Council Communication, there was additional information about what Rogue Valley Council of Governors could do. Taylor noted that all RVCOG could do was post the job opening and did not do any recruiting activities. If an RFP is completed by the City, then RVCOG would not apply.

Bloom asked what the timeline would look like if the City began to take action within the next few weeks. Taylor response that using RVCOG would require the job description to be modified but could be up in a few days and would require the City to choose for how long the listing would be up. If the City went with an RFP, the City would gather quotes and then chose a firm, which could take about three to five months. Taylor also mentioned that the City could simply get three quotes from a recruiting firm and go from there.

Dahle asked if a recruiting firm could leverage the tools available from RVCOG? Taylor responded that the City of Talent used both RVCOG and a recruiting firm for different functions within their own job hunt. Dahle clarified that he was interested in having the recruiting firm utilize RVCOG as part of their own selection process on behalf of the City, which Taylor confirmed was a possibility.

DuQuenne spoke about asking the City of Talent about the process they used for finding and hiring a new City Manager, as they had used both RVCOG and a recruiting firm. She also asked about the \$20,000-\$50,000 budget out by HR for their selection process. Taylor responded that the money had been budgeted for a generalized upper management position, as they were unaware that the City would be recruiting for a new City Manager when the money was originally budgeted. DuQuenne explained that the City of Talent had the recruiting firm handle the search process with RVCOG handling the selection process and presenting their City Council with the final options.

Hyatt said that it seemed like Council needed to provide staff direction about what recruitment services they wanted to utilize. She laid out the available options and how best to market them. DuQuenne clarified that under the suggested next steps, would HR be looking for the hiring firm and not the City Attorney? She felt that it was not appropriate for a department to hire their own boss and brought up how in previous iterations, the City Attorney was very involved with the process. Graham said that part of the reason for going out to a firm would be the elimination of any internal biases. DuQuenne stated that she would like the firm to forward all applicants to Council for them to determine who will be interviewed.

Graham asked if the Council was interested in looking beyond just posting the job opening on government websites? Hyatt wanted the search to be broader. Bloom wanted to wait until the new Council to determine how to proceed. Dahle wanted a full comprehensive search with a recruitment firm. Kaplan agreed with Dahle's view. He wanted the search to be as broad as possible and wanted Council to begin the process of looking for firms and to determine the timing for the search. DuQuenne agreed on starting the recruitment process as soon as possible. She was interested in working with both a recruitment firm and RVCOG to help broaden the search for applicants. Graham asked DuQuenne about her view on having a firm only go to government sites versus a firm going beyond that. DuQuenne responded that the hiring firm that the City of Talent used went with a broader approach, while RVCOG handled posting on government websites in a collaborative process. Hansen wanted the City to utilize all available resources to find the right person for this position.

Graham asked if the Council wanted a firm that actively recruits or a firm that just posts the opening and waits for responses. Hyatt stated she would like to see both outreach and recruitment from a potential firm. She felt that there was value in seeking out new candidates actively and putting time and energy into outreach. She wanted to know if stakeholder interviews should happen before or after the outreach process. Bloom agreed that talking with stakeholders and Council was important but wanted to push out the process to reflect changes in Council following the next election. Dahle highlighted that the hiring process would not be quick. He wanted to direct staff to select a firm to do the proper outreach and recruitment. Kaplan wanted any potential recruitment firm to be open to working closely with the City throughout the entire process. DuQuenne agreed with the sentiment that the recruitment process would not be a quick one. She agreed with the idea of working closely with the potential recruitment firm. She thought that waiting until the next Council was not necessary a good way to proceed.

Hansen added that he wondered what recommendations HR and staff would give. He wanted potential candidates identified for January Council.

Councilor Hyatt motioned to move to direct staff to create a Request For Proposal for a recruitment firm to include a quote that itemized advertising, stakeholder input and interview for the purpose of that advertising and all other function of the recruitment

Hyatt retracted her initial motion; Council was interested in a straight RFP for a recruitment firm for the creation of the search for a City Manager.

Councilor Hyatt/Hansen m/s to direct HR to develop an RFP to solicit a recruitment firm for the purpose of hiring the next City Manager of Ashland.

DISCUSSION:

Hyatt praised the discussion that Council had over the path forward. She acknowledged that it would take time to do stakeholder interviews and to publicize the position. She saw that a recruitment firm would work best to advise the Council on timing, on advertising, and how best to move forward. Hansen agreed with Hyatt's decision to reword her motion. He felt that making the motion broad would give Council flexibility on how to proceed with a recruitment firm. Kaplan agreed with Hyatt and Hansen adding that it didn't necessarily need to be a full RFP but instead an inquiry of reaching out to relevant recruitment firms. He asked Taylor if HR already had some relevant recruitment firms in mind and what would the advantage be of posting it as an RFP versus a more limited recruitment firm search given the relatively small cost. Taylor wasn't sure on the RFP process and offered to research the topic. Hyatt offered to amend the motion to reflect Kaplan's comment. Taylor noted the total projected cost of the search was under the limit needed for an RFP and it would be faster for HR to not submit a formal RFP.

Hyatt/Hansen m/s to amend the motion to leverage the procurement process appropriate for this type of contract.

DuQuenne understood this is an important position but felt that RVCOG was a professional organization. She did not understand the resistance from the rest of the Council using RVCOG. She would not vote to support the motion. Bloom said that he will not support the motion as he was not comfortable with making this decision before the next council. Dahle understood DuQuenne's concern. He did not question RVCOG's professionalism but was concerned about the limited outreach and methods that they would use. He felt that it was not enough for what the Council was seeking. He foresaw that the recruitment process would be a long effort and wanted Council to begin moving forward. Kaplan spoke in support of the motion and saw it as the first step in the process. He did not think it was a good idea to wait 11 months until the next council.

Roll Call Vote on Amendment: Dahle, Bloom, Hyatt, Hansen & Kaplan, YES. DuQuenne No. Motion passed 5-1.

Roll Call Vote on Main Motion (to direct HR to leverage the procurement process appropriate for this type of contract to solicit a recruitment firm for the purpose of hiring the next City Manager of Ashland.)

Roll Call Vote: Council Hansen, Dahle, Kaplan, Hyatt, YES, DuQuenne, Bloom no. Motion passes 4 to 2.

XII. NEW BUSINESS

XIII. ORDINANCES, RESOLUTIONS AND CONTRACTS

1. Resolution 2024-04 Jackson County, Multi-Jurisdictional Natural Hazard Mitigation Plan

Emergency Management Coordinator Kelly Burns provided a presentation (see attached). Topics discussed were.

- NHMP – National Hazard Mitigation Plan
- Emergency Planning Process & NHMP
- NHMP Timeline 2023-2024
- NHMP Adoption means...

Dahle asked how comprehensive Burns thought the new plan was? Burns responded that the new plan was imperfect but would allow the City to move forward with grant funding. Dahle understood that the document's main purpose was to obtain funding but found it to be incomplete in certain sections. He asked what the timeline would be for the plan to be finalized along with stakeholder input. Burns responded that adoption of the plan was just a step in making the plan complete. He noted that once the plan was adopted, it would go back to the steering committee and receive input from additional stakeholders. Burns foresaw that it would not take long for that review to happen, as he already had a list of items to add. Burns also expressed interest in expanding the Steering Committee to include staff from Public Works and members of the greater community.

Graham noted that the hazard mitigation planning process allows for Council and staff to better strategize. She noted two hazards, those being air quality and extreme heat, were not on the previous plan and that there had not been an amendment to the mitigation plan in four years. She asked how frequently the Council should look back at this plan once it has been instigated. Burns felt that the former plan needed to be more comprehensive, especially regarding extreme heat. He added that FEMA needed a plan to be adopted before it could provide funding. Burns also brought up how air quality was already covered under the Community Response Plan. Graham noted that the new plan pointed back to other Council approved plans for the City, which was a way to make the plan more comprehensive.

Kaplan understood the reason for the overlaps between the multiple plans as a way for them to support each other. He asked about the "actions" called out within the plan around fire season and evacuations and why Item 10.4 "Provide responder trainings and public education offerings related to wildfire evacuations" was not given more priority, especially since it was a major point of discussion at the Council Retreat last year. Kaplan also suggested Burns and staff provide a presentation on the preparation for evacuation for wildfires in a future study session. Burns noted that some of the crossover between NHMP and the Community Response Plan was focused on response times, adding that Wildfire Division Chief Chris Chambers had been interested in combining efforts around the Community Response Plan and the NHM plan once the NHM plan has been approved by Council.

Hansen noted that the Council needed to adopt this plan so Jackson County could move forward, while also suggesting that the plan be proactively revised and updated to better

reflect changing situations. He asked what part of the City government is going for the funds and grants for wildfire protection. Burns answers that it was usually the wildfire division of the Ashland Fire Department who would handle acquiring grants, adding that he was interested in getting more involved with the process. Burns also noted that NHMP only needed to be looked at annually, but agreed with Mayor Graham that the plan should be reviewed quarterly.

DuQuenne wanted a date near the beginning of fire season to discuss evacuation as it would become a more pressing topic. She also suggested the discussion be part of a larger study session. Graham agreed that discussion around the evacuation piece should happen sometime in the spring before the start of fire season.

Hyatt noted that the packet indicates both a pre and post disaster mitigation grant from FEMA. She asked if the Council were to either delay or fail to adopt the plan, would that impact funding solely for the City of Ashland or for Ashland and the other cities within the Rogue Valley. Burns responded that it would only impact the City of Ashland. Dahle asked how long it would take for the complete plan to be finished if Council approved the current plan that night. Burns estimated it would be complete in six months, with meetings happening as needed. Graham asked about the Building Resilient Infrastructure and Communities program for FEMA and if it were possible for the gaps within the plan to be filled within four months. She added that it would allow for the City to determine what is the most important area within the plan to prioritize for funding. Burns asked for clarification regarding "filling in the gaps" of the plan. Graham responded that the changes the Council would like to see were within explaining individual goals of the plan and their connection to other community plans. She asked how long it would take for the plan to be finalized. Burns wasn't sure exactly how long it would take, but assured the Council that it would be complete before the beginning of fire season. Graham noted that this plan was an opportunity to prioritize potential environmental threats to the City.

Councilor Dahle/Bloom m/s move to approve resolution 2024-04, adopting the City of Ashland representation in the updates to the Jackson County, Multi-Jurisdictional Natural Hazard Mitigation Plan, with the stipulation that an updated version be presented to Council in four months that includes recommendations from a Steering Committee that consists of multiple City department stakeholders.

DISCUSSION: Dahle spoke about the importance of not just looking at one document in a vacuum. He suggested that a future study session show how the plan links with other plans around wildfires. Bloom expressed the importance of approving the plan now and was looking forward to the process of updating the plan. Graham noted the importance of having a single dedicated emergency coordinator/manager as opposed to it being considered "additional duties" to a staff member. She expressed interest in evaluating the role of the Council regarding the plan and its connection to the Emergency Coordinator. She was looking forward to being involved with the update process.

Roll Call Vote: Council Hansen, Dahle, Kaplan, DuQuenne, Hyatt and Bloom, YES.

Motion Passed.

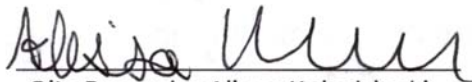
XIV. **OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS**

XV. **ADJOURNMENT OF BUSINESS MEETING**

Bloom/ DuQuenne move to adjourn. All ayes. Meeting adjourned at 8:40PM.

Respectfully Submitted by:

Attest:


City Recorder Alissa Kolodzinski


Mayor Tonya Graham

Version 1 (based on Chicago Ceasefire Resolution)

WHEREAS, Chapter I of the United Nations Charter states that the purpose of the United Nations is "to maintain international peace and security, and to that end: to take effective collective measures for the prevention and removal of threats to the peace, and for the suppression of acts of aggression or other breaches of the peace, and to bring about by peaceful means, and in conformity with the principles of justice and international law, adjustment or settlement of international disputes or situations which might lead to a breach of the peace;" and

WHEREAS, Chapter I of the United Nations Charter further states that the purpose of the United Nations is "to develop friendly relations among nations based on respect for the principle of equal rights and self-determination of peoples, and to take other appropriate measures to strengthen universal peace;" and

WHEREAS, the United Nations General Assembly shall act if the Security Council, "because of lack of unanimity of the permanent members, fails to exercise its primary responsibility for the maintenance of international peace and security in any case where there appears to be a threat to the peace, breach of the peace, or act of aggression;" and

WHEREAS, the UN General Assembly convened an emergency meeting in which 153 out of 186 member nations voted in favor of adopting a resolution demanding "immediate humanitarian ceasefire" in Gaza, the "immediate and unconditional release of all hostages," and "ensuring humanitarian access"; and

WHEREAS, on January 26, 2024 the International Court of Justice interim ruling found that the state of Israel is plausibly committing acts of genocide in Gaza and ordered Israel to take immediate and effective measures to stop and prevent those acts; and

WHEREAS, on January 31, 2024 the United States District Court Northern District of California affirmed the ICJ's ruling that Israel is plausibly committing acts of genocide in Gaza; and

WHEREAS, more than 27,400 Palestinians have been killed in Gaza in over 120 days since October 7, 2023, including over 12,000 children, and more than 66,800 Palestinians have been injured in the same period; and

WHEREAS, 90% of the population in Gaza is suffering from "acute food insecurity" and more than 80% of all people currently classified as starving worldwide are in Gaza;



Contracting & Procurement

February 6, 2024

Contracting & Procurement

Applicable Law:

- State Public Procurement Code
 - Oregon Revised Statutes 279A, 279B, 279C, and the Model Rules, Oregon Administrative Rules Chapter 137, Division 46, 47, 48, 49
- Ashland Municipal Code Chapter 2.50 (AMC)

AMC Procurement Code and City Process:

- Written over 23 years ago, with last major update over 13 years ago
- Not kept up with numerous ORS updates
- Workflow procedures very paper intensive; lacks strategic initiative and integration





Main Components of Contract & Procurement

1. When to go out for Formal Solicitation

- Request for Proposal of Information (RFP/Information), Invitation to Bid
 - Small Procurements => Direct Appointment
 - Intermediate Procurements => Informal Solicitations
 - Everything else (some exceptions) => Formal Solicitations

2. Procurement Authority

- City Council (Local Contract Review Board)
- City Manager – up to Intermediate Procurement threshold
- Department Heads – currently up to \$35K

Role & Responsibilities of Local Contract Review Board (City Council)

- By resolution/ord., adopt rules pertaining to purchasing as identified in State law
- Delegate powers & duties to the Public Contracting Officer (City Manager)
- Review and approve contracts beyond Intermediate Procurement thresholds
- Cannot “un-approve” already authorized/appropriated budgeted expenditures



Objectives of Public Procurement Law*

- **Compliance** with applicable law
- Provide operating departments with **goods/services** they need
- **Reduce risks** facing organization
- Promote **fairness** and provide opportunity for vendors to **compete**
- Maintain **public trust** that funds are spent prudently
- Help promote overall goals of organization

* Source: Govt Finance Officers Assoc (GFOA) & Institute for Public Procurement (NIGP)



Essentially...

Ensure that goods and services are procured using competitive processes that result in *the best overall quality and cost* to the City

Per GFOA:

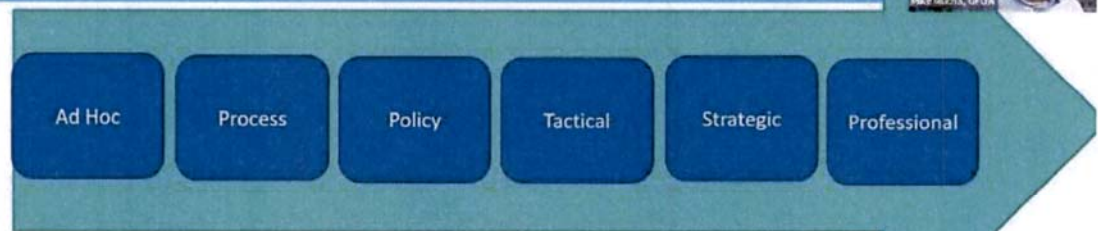
"Procurement requires finding the right balance"

Rule Enforcer  Trusted Partner



Best Practice Progression of a Professional Procurement Dept

Procurement Maturity Model



- No planning, policies or procedures
- Departments "buy"
- Suppliers dictate
- Clerical focus

- Policies exist
- Procurement as regulated activity
- Procurement department exists

- Organizational training
- Cross functional cooperation
- Well planned
- Finance and procurement integrated

- Procurement process
- No consistent policies
- No structure
- Minor element of Finance

- Organizational process
- Reduce non-compliance
- Policies understood
- Role in budget control

- Innovative
- Value add to strategic initiatives
- Measurement and Analytic





Best Practice Progression of a Professional Procurement Dept

Procurement Maturity Model



ORS & AMC Revision 2024

- The State recognized the need to balance all these objectives in order to be tactical, strategic and value-add
 - *By appropriately increasing small and intermediate thresholds allowing cities/agencies to be more effective in their process flow*
- AMC is catching up and aligning with State code
- COA Procurement is working to *automate, integrate and educate* departments in contract and procurement procedures



Primary Differences with AMC revisions

- Added Ethics section
- Matched State's thresholds as of **Jan 1st, 2024**:
 - Small Procurement <\$25K
 - Intermediate Procurement <\$250K
 - Personal Services definition per ORS
- Removed process redundancies and inconsistent items referenced elsewhere in Code
- Added Legal clarification on templated contracts



Note about process

Post-pandemic brought many new cases that cities had to grapple with

- **Supply chain constraints** pushing delivery times beyond biennium
- **Inflationary pressures** driving costs up
- Challenges finding suitable or **available equipment** for our operational needs *when needed*
 - *Example – fire truck, no contract, intent to purchase beyond the biennium, already appropriated through Equipment Fund*
- A clear and updated Code allows for greater strategic response, timeliness and less redundancy



Note about process

AMC Revisions DO NOT:

- Does not reduce controls
 - Must still abide by ORS formal solicitation process and proper authorities
- Does not remove limitations on spending
 - Must still only spend what is appropriated/approved

Compliance over internal controls must still exist

- City is audited annually to ensure compliance over federal and state regulations, including procurement law



Note about process

AMC Revisions & Process Improvements DO :

- ✓ Remove cumbersome and *redundant burdens* on departments
- ✓ Substantial staff *time savings*, including Council time
- ✓ Utilizes technology to *ensure proper controls, limitations, and effective contract and PO storage*
- ✓ Creates and establishes interdepartmental *partnerships* for overall procurement goals
- ✓ *Reduces paper* substantially
- ✓ Provides more *robust audit trail*



QUESTIONS?



First Reading
Draft Ordinance 3230

Staff recommends Council:
*Approve the first reading of the
amended Ashland Municipal Chapter
2.50 Procurement Procedures,
and move forward with the Second
Reading.*





Parks, Trails, and Open Space Map Update

What is the Parks, Trails and Open Space Map?

- It is a part of the City of Ashland’s Comprehensive Plan, approved by City Council
- It is a guide for APCR land acquisition and provides for a range of uses including **neighborhood parks, potential sports fields, open spaces, trail connectivity, and riparian areas.**
- The plan was first drafted in 1991, updated in 2002, and was given a “light update” in 2012.
- In May 2022, APCR formed the Parks, Trails and Open Space Plan Update Subcommittee.



Parks, Trails, and Open Space Map Update

Legislative Process Summary:

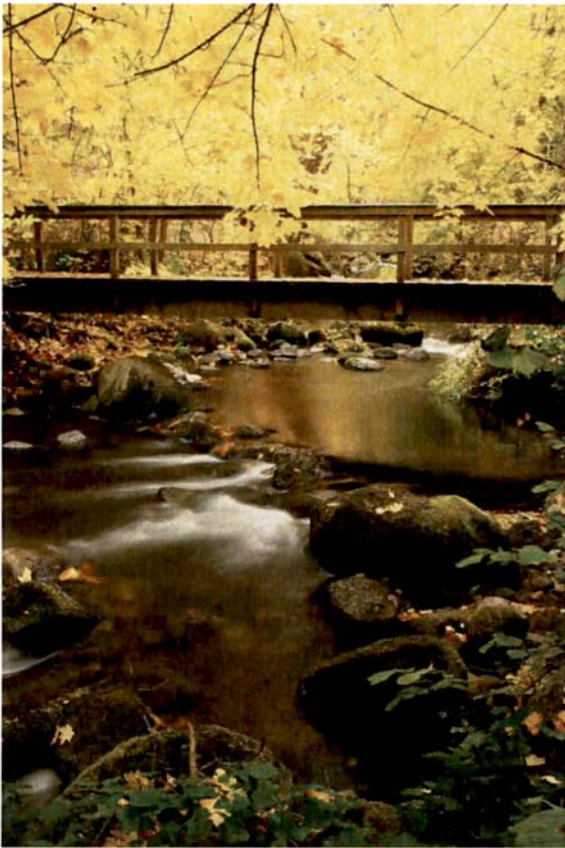
APRC Commissioners approved the Official Map and Technical Document on Jan 10, 2024.

Planning Commission approved Jan 23, 2024, with a recommended “Whereas” clause

City Council Hearings:

First Reading: Feb 20, 2024

Second Reading: March 5, 2024



Parks, Trails, and Open Space Map Update

What has changed since 1991, when this plan was first created?

- In 1991, Ashland had less park land per capita than Roseburg, Medford, and Klamath Falls. Now, after 30+ years of effort, Ashland's per capita park land is one of the highest in Oregon.
- One goal of the City's Comprehensive Plan is to have a neighborhood park located within a 1/4 mile of every resident inside current city limits. Except for the Mistletoe (Croman) area and Lincoln School, Commissioners have deemed that sufficient property has been obtained to meet this goal.

3



Parks, Trails, and Open Space Map Update

Why does APRC need more land?

- Lands identified for future purchase do not focus on the creation of parks.
- The update emphasizes:
 - protection of significant natural areas like streams and riparian areas
 - trail connectivity (either through outright purchase, donation, grants, or easements)
- APRC is recommending roughly **277 acres of property** that had been formerly identified for purchase be **removed** from the Map.

4



Parks, Trails, and Open Space Map Update

APRC Trails Master Plan (2020)

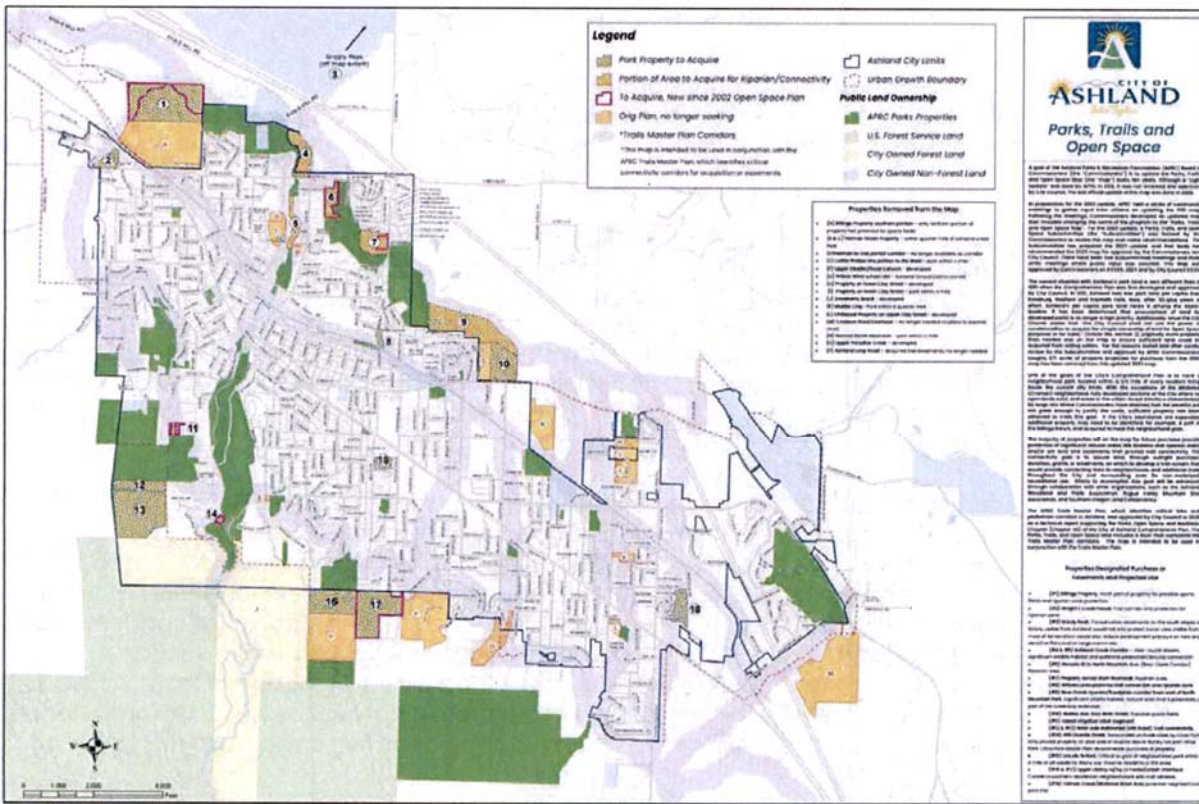
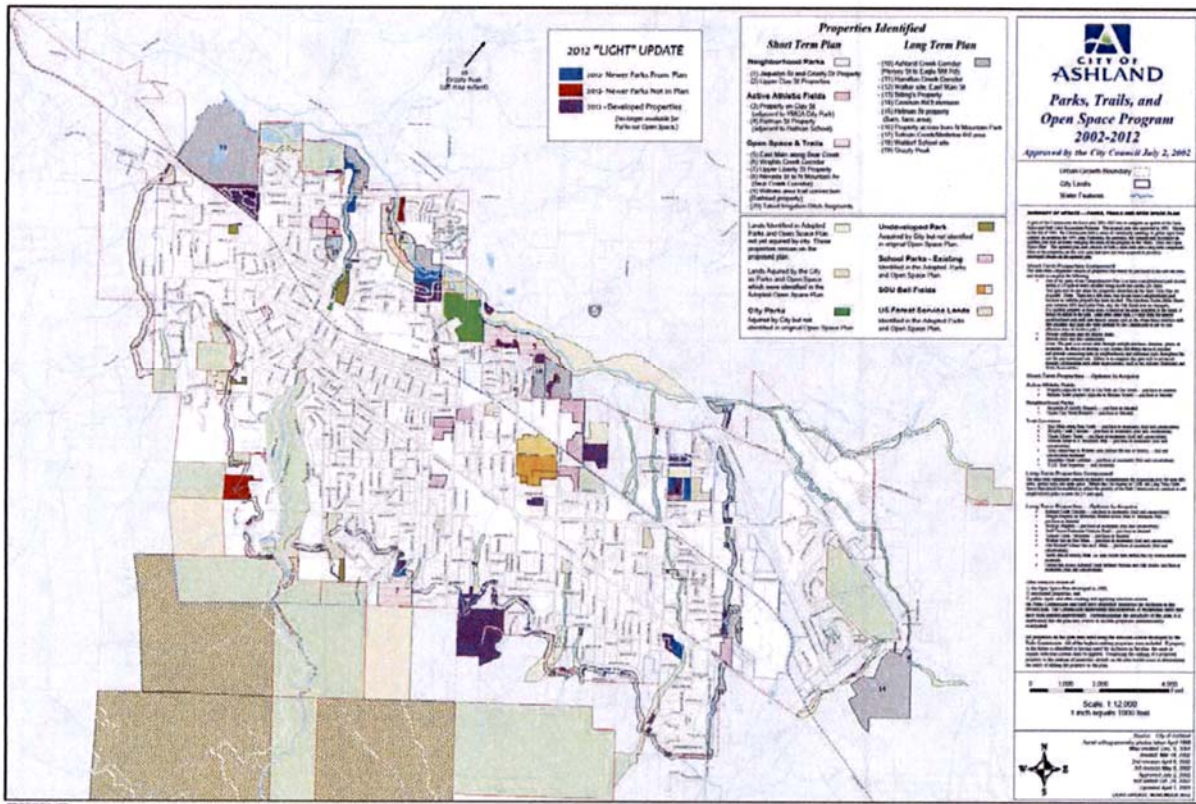
- Map is designed to be used in conjunction with the Trails Master Plan
- Trails Master Plan identifies critical bike and pedestrian corridors in Ashland and was approved by City Council in 2020 as a Technical Report supporting the Parks, Open Space, and Aesthetic Chapter (Chapter VII) of the City of Ashland Comprehensive Plan.
- The Official Parks and Open Space Map includes a "Trails Master Plan Corridors" layer.

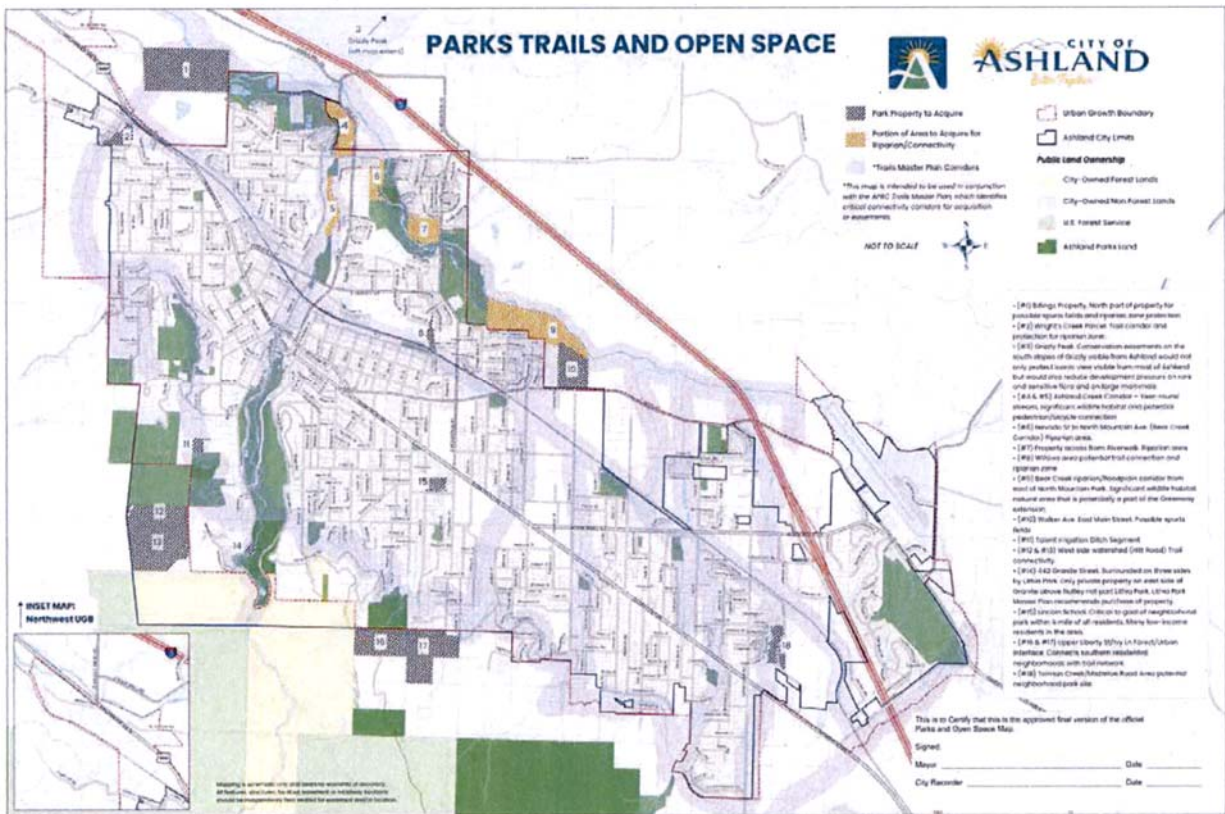
5

What about the Central Bike Path?

- The Central Bike Path (CBP) is identified in the Transportation System Plan (TSP) (Approved by the Transportation and Planning Commissions) which is part of the Ashland Comprehensive Plan.
- The CBP is also identified in the Trails Master Plan which is part of the Ashland Comprehensive Plan (Also approved by the Transportation and Planning Commissions)
- The Parks, Trails and Open Space Map also identifies the CBP through a GIS layer called "Trails Master Plan Corridor". It also states on the Map " This map is intended to be used in conjunction with the Trails Master Plan, which identifies critical connectivity corridors for acquisitions or easements".
- **Extending the Central Bike Path would fall entirely to Public Works to realize under the TSP.** APRC is committed to supporting this effort and approved a resolution on Feb 7, 2024 affirming this support.
- TID and Bear Creek Greenway **are** bike/ped trails that APRC has played (and continues to play) a lead role in achieving.

6





Technical Support Document

A goal of the Ashland Parks & Recreation Commission (APRC) Board of Commissioners' (the "Commissioners") is to update the Parks, Trails, and Open Space Map (the "map") every ten years. Although a "Light Update" was done by APRC in 2012, it was not reviewed and approved by City Council. The last official update of the map was done in 2002.

In preparation for the 2002 update, APRC held a series of community meetings to gather input from citizens on updating the 1991 map. Following the meetings, Commissioners developed an updated map that included changing the name of the program to the "Parks, Trails, and Open Space Map". For the 2023 update, a Parks, Trails, and Open Space Subcommittee (the "Subcommittee") was formed by the Commissioners to review the map and make recommendations. The Subcommittee has prepared the 2023 update, and that body has recommended the 2023 map for approval by the Commissioners and City Council. There have been five subcommittee meetings and three APRC meetings where public input was solicited. This Map was approved by Commissioners on Jan 10, 2024 and by City Council XXXX.

The current situation with Ashland's park land is very different than in 1991 when the Comprehensive Plan was first developed and approved by City Council. In 1991, Ashland had less park land per capita than Roseburg, Medford and Klamath Falls. Now, after 30-plus years of effort, Ashland's per capita park land ranks it among the State's leaders. It has been determined that procurement of land for developed parks is no longer a high priority. Additionally, since the City Charter states that "the City Council shall not use the power of condemnation to acquire fee simple ownership of land for Open Space purposes or for trails," (Article 19a, section 2) originally more property than needed was on the map to ensure sufficient land could be acquired from willing sellers. For the reasons stated and after careful review by the Subcommittee and approval by APRC Commissioners, roughly 277 acres of property projected for purchase from the 2002 map has been removed from this updated 2023 map.

Technical Support Document (p 2)

One of the goals of the City's Comprehensive Plan is to have a neighborhood park located within a 1/4 mile of every resident living inside the current city limits. With the exceptions of the Mistletoe (Croman) neighborhood, fully developed sections of the City where no open lands exist, and areas in the urban-forest interface characterized by large lots where Commissioners have deemed that the benefits are not great enough to justify the costs, sufficient property has been obtained to meet this goal. If the City's boundaries are expanded, additional property may need to be identified, for example, a part of the Billings Ranch, and acquired to meet the neighborhood goal.

The majority of properties left on the map for future purchase provide protection of significant natural areas like streams and riparian areas and/or are land and easements that provide trail connectivity. The connectivity goal is to secure land, through outright purchase, donation, grants, or easements, on which to develop a trail system that would provide connecting links to neighborhoods and additional trails throughout the City and surrounding area for non-motorized, recreational use. Efforts to accomplish this goal will be advanced through collaboration with other organizations, such as the Ashland Woodland and Trails Association, Rogue Valley Mountain Bike Association, and Southern Oregon Land Conservancy.

The APRC Trails Master Plan, which identifies critical bike and pedestrian corridors in Ashland, was approved by City Council in 2020 as a technical report supporting the Parks, Open Space, and Aesthetic Chapter (Chapter VII) of the City of Ashland Comprehensive Plan. The Parks, Trails, and Open Space Map includes a layer that represents the Trails Master Plan corridors. The map is intended to be used in conjunction with the Trails Master Plan.

11

A RESOLUTION IN SUPPORT OF EXPANDING MULTI-MODAL TRANSPORTATION ROUTES IN ASHLAND RESOLUTION APRC 2024-01.

Whereas members of the public have recently expressed to Ashland Parks and Recreation Commission (APRC) Commissioners their desire for an expanded alternative Ashland transportation system for pedestrians and non-motorized vehicles;

Whereas the Trails Master Plan (TMP) is part of the City's Transportation System Plan and is the definitive City document outlining the vision of trails and pathways in and around Ashland;

Whereas the recently developed Riverwalk Trail between N Mountain Avenue and Oak Street is an example of APRC's affirmation of the City's multi-modal transportation goals;

Whereas APRC has the ability to recommend to the Council the purchase of property and easements that support the goals of the City's Comprehensive Plan and Commissioner goals whether or not the property is on the Parks, Trails, and Open Space Map, and;

Whereas APRC is supportive of safe, practical conveyance through and around Ashland for pedestrians and alternative transportation.

12

**A RESOLUTION IN SUPPORT OF EXPANDING MULTI-MODAL TRANSPORTATION ROUTES IN ASHLAND
RESOLUTION APRC 2024-01.**

Be it resolved that APRC expresses their willingness and commitment to improving multi-modal transportation in the City as a whole and to work with the Mayor, City Councilors and City staff to facilitate this goal within and outside park boundaries, and that APRC Commissioners would expect that meeting this goal would include, but not be limited to, 1) determining the most feasible, safe and efficient route to connect the Central Bike Path and the Bear Creek Greenway Trail; 2) implementing necessary signage and other safety improvements for the newly designated connection; 3) researching the feasibility of extending the west and east ends of the Central Bike Pathway (CBP) and; 4) supporting the overall development of the trails system outlined in the TMP and on the Parks, Trails and Open Space Map.

Further, **be it resolved** that APRC will continue to collaborate on bicycle and pedestrian enhancement partnerships with the City of Ashland.



NHMP Ashland Addendum Adoption 2024

02/20/2024

NHMP – Natural Hazard Mitigation Plan

NHMP Purpose: An updated and adopted NHMP allows Ashland to qualify for, apply for, and receive funding opportunities to mitigate natural disaster vulnerabilities pre- and post-disaster.

Council Action proposed: Adopt Ashland's Addendum to the Jackson County NHMP.

NHMP



Emergency Planning Process & NHMP

NHMP



NHMP



NHMP Process

NHMP Timeline 2023-2024

Existing Plan expired June 2023

**Update
Process Began**

April 2023

**Review &
Revision**

summer 2023.

**Capabilities
Assessment**

Nov 2023.

**APA from FEMA
and Adoption**

Feb 2024

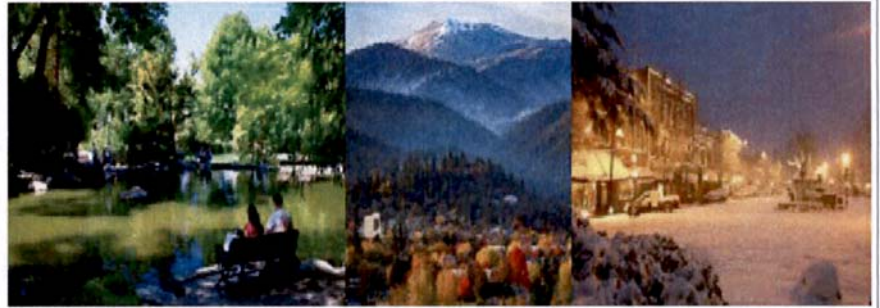
YOU ARE HERE *



NHMP Adoption means:

1. City can qualify for and apply for federal funding opportunities, both future and ongoing.
2. Ongoing revisions and updates can be made, the plan is ours.
3. We support and are in-step with our community needs.

City of Ashland Addendum to the Jackson County NHMP



Pictures courtesy of Oregon State Archives



QUESTIONS?

