CITY OF ASHLAND

DRAFT MINUTES FOR THE REGULAR MEETING
ASHLAND CITY COUNCIL
Tuesday, May 19, 2020

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

Note: As the May 19 Council meeting will be held electronically, written testimony will be accepted via email to public-testimony@ashland.or.us both general public forum items and agenda items as long as they are submitted with the subject line: May 19 Council Meeting Testimony before Monday, May 18 at 10 a.m. Written testimonies submitted by the deadline will be available to the City Council before the meeting and will be included in the meetings minutes.

Note: Items on the Agenda not considered due to time constraints are automatically continued to the next regularly scheduled Council meeting [AMC 2.04.030.E.]

6:00 p.m. Regular Meeting

I. CALL TO ORDER

Mayor Stromberg called the Business Meeting to order at 6:00 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Councilors' Slattery, Graham, Akins, Seffinger, Rosenthal and Jensen were present.

IV. MAYOR'S ANNOUNCEMENTS

Mayor Stromberg announced the current Commission and Committee vacancies.

He also gave an update on COVID.

V. CITY ADMINISTRATOR REPORT

Interim City Administrator Adam Hanks gave a Staff report.

VI. APPROVAL OF MINUTES

1. Study Session of May 4, 2020
2. Business Meeting of May 5, 2020

Rosenthal/Slattery moved to approve the minutes. Discussion: None. **All Ayes. Motion passed unanimously.**

VII. SPECIAL PRESENTATIONS & AWARDS

1. Annual Use of Force Report

Chief O'Meara gave a staff report**.**

2. Third Quarter Financial Statements

Interim Finance Director Bryn Morrison gave a Staff report.

3. Extension of COVID-19 Emergency Declaration

Interim City Administrator Adam Hanks gave a Staff report ***(see attached).***

Council discussed Phase 1.

Council discussed getting the Commissions up and running.

VIII. MINUTES OF BOARDS, COMMISSIONS, AND COMMITTEES

Airport	Budget	Conservation
Historic	Housing and Human Srvs.	Parks & Recreation
Forest Lands	Climate Policy	Cost Review
Planning	Public Arts	Transportation
Tree	Wildfire Mitigation	

IX. PUBLIC FORUM Business from the audience not included on the agenda. (Total time allowed for Public Forum is 15 minutes. The Mayor will set time limits to enable all people wishing to speak to complete their testimony.) *[15 minutes maximum]* ***See Note above for how to submit written testimony for Public Forum.***

X. CONSENT AGENDA

1. Department of Land Conservation and Development Grant Application to Update Ashland's Housing Needs Analysis and Boards
2. Award of Public Improvement Contract to Infinity Electrical Contractors for The Grove EOC Emergency Power Supply System
3. Approval of Liquor License for Winchester Inn, LLC

Graham pulled this item. Fleury gave a brief Staff report.

Graham/Rosenthal moved to approve the consent agenda. Discussion: None. **All Ayes. Motion passed unanimously**

XI. PUBLIC HEARINGS (Persons wishing to speak are to submit a "speaker request form" prior to the commencement of the public hearing. Public 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 an Ordinance Amending Title 18 Land Use of the Ashland Municipal Code Relating to Plaza Space Requirements for Large Scale Buildings within the C-1-D Zone and Downtown Design Standards Overlay

Bill Molnar and Brandon Goldman presented Council with a Staff report and presented a PowerPoint ***(see attached).***

Items discussed were:

- Large Scale Standards.
- Updated Development Standards.
- Detail Site Review Overlay.
- Downtown Applicability.
- 1, 2, & 3 Story Building Examples.
- Downtown Design Standards and Regulations.

Jensen/Slattery moved to approve First Reading, and schedule Second Reading of the proposed amendments to Chapter 18.4.2 and 18.61 of the Ashland Land Use Ordinance [with the following changes. This motion is based on findings and conclusions in the Staff report, and findings in support of the application made during deliberations on this matter. Discussion: Jensen spoke that this is a smart thing to do. He spoke that it was supported unanimously by the Planning Commission. Slattery spoke in agreement with Jensen. He spoke that this allows people to make use of the space. Akins spoke in disagreement of the motion. **Roll Call Vote: Slattery, Graham, Seffinger, Rosenthal, Jensen: YES. Akins: NO. Motion passed 5-1.**

XII. UNFINISHED BUSINESS

1. Summary of 2019 Aerial Drone Fire Patrol and Request for Extension of the Intergovernmental Agreement with Rogue Valley Council of Governments for Fire Season Drone Detection

Wildfire Division Chief Chris Chambers gave a Staff report. He presented Council with a PowerPoint ***(see attached).***

Items discussed were:

- Reasons to use a Drone Detection program.
- Natural resource damage from illegal camping.
- Fire ignition risks from illegal camping.
- Ignition sources found near OSF in Lithia Park.
- Wildfires caused by camping.
- Proposed patrol program approval.
- Pre-programmed flight route.
- Infrared detection imagery.
- Infrared heat detection and location.
- Budget allocation & 2019 costs.
- 2019 patrol results.
- 2020 Adjustments anticipated.

Jensen/Rosenthal moved to approve the extension of the City of Ashland's 2019 Intergovernmental Agreement with the Rogue Valley Council of Governments for the purpose of wildfire prevention until June 30, 2021. Discussion: Jensen spoked that this is

essential. Rosenthal spoke in support of the motion and the importance of health and safety. Graham spoke that she is not really enthusiastic of drones but recognizes the issues that we have. Akins spoke in appreciation of the Chiefs' report but spoke that she is not in favor of this motion. **Roll Call Vote: Jensen, Rosenthal, Slattery, Graham, Seffinger: YES. Akins: NO. Motion passed 5-1.**

2. Recommendations from the Cost Review Ad-Hoc Committee

Cost Review Ad-Hoc Committee Chair Slattery gave a Staff report. Slattery read a letter into the record ***(see attached).***

Council discussed the Ambulance Service deadline.

Council decided to schedule a Study Session regarding the Ambulance Service.

Hanks suggested that Councilors send any additional recommendations to Staff.

Graham/Slattery moved to approve the Cost Reduction/Efficiency/PERS & Healthcare Strategies Ad Hoc Committee recommendations as follows "Changing the deadline of June 30, 2020 to October 31st 2020". Discussion: Graham spoke that this was great work by the Ad-Hoc Committee. She spoke that she would like to discuss how to move forward with the recommended list and additional questions. Jensen spoke to the importance of this work and agreed with the time extension. Seffinger spoke in support of the time extension and the importance of community involvement. **Roll Call Vote: Jensen, Rosenthal, Seffinger, Akins, Graham and Slattery: YES. Motion passed unanimously**.

Graham/Slattery moved to direct Staff to compile additional suggestions regarding cost savings from the Council and to bring the list back to Council to make a decision on which items the Council would like to add to the Cost Ad-Hoc Committee recommendation list. Discussion: Graham spoke to the importance of looking at items that could be added and moving forward with what the Council agrees to. Slattery agreed with Graham. Seffinger and Jensen spoke in support of the motion. Graham suggested a proposed deadline.

Graham moved to amend the motion to include a deadline of 2 weeks from now for Councilors to get information to Hanks. **Discussion:** None. **Slattery, Graham, Akins, Seffinger, Rosenthal and Jensen: YES. Motion passed unanimously.**

Main Motion Roll Call Vote: Slattery, Graham, Akins, Seffinger, Rosenthal and Jensen: YES. Motion passed unanimously.

XIII. NEW AND MISCELLANEOUS BUSINESS

XIV. ORDINANCES, RESOLUTIONS AND CONTRACTS

1. Second Reading of an Ordinance Amending Procedures in AMC 2.04.030 for Placing Items on Agendas for Business Meetings

City Attorney David Lohamn gave a Staff report and explained that there have been no changes to the Ordinance.

Rosenthal/Jensen moved to approve the second reading of an Ordinance amending procedures in AMC 2.04.030 for placing items n agendas for Business Meetings. Discussion: None. **Roll Call Vote: Slattery, Graham, Akins, Seffinger, Rosenthal and Jensen: YES. Motion passed unanimously.**

2. Resolution 2020-06 Amending the Goals, Criteria, and Requirements for the Economic Development, Cultural, Tourism, and Sustainability Grant Program

Mayor Stromberg gave Adam gave a brief Staff report.

Council discussed totals for restricted and unrestricted funds.

(Seffinger exited the meeting)

Jensen/Graham moved to approve Resolution 2020-06 as amended. Discussion: It was clarified to remove line 2 in Item 1. Akins spoke in concerns of the motion. Graham spoke regarding concerns of restrictions but also spoke regarding the importance of moving forward in the tourist economy for this year. Rosenthal spoke in support of the motion. **Roll Call Vote: Slattery, Graham, Rosenthal, Jensen: YES. Akins: NO. Motion passed 4-1.**

3. Resolution 2020-07 Allocating Anticipated Transient Occupancy Tax Tourism Restricted Revenues for Fiscal Year 2021 and Repealing Resolution 2019-17

Hanks gave a Staff report.

Rosenthal/Slattery moved to approve Resolution 2020-07 as amended. Discussion: Rosenthal spoke that this is a step forward to reorganize funding that best impacts the Community. He spoke in appreciation of Staff working on this Resolution. Hanks questioned if the establishment of the dollar amount. Rosenthal clarified that $80,000 on line 22 is allotted for Tourism Grants. **Roll Call Vote: Slattery, Graham, Akins, Rosenthal and Jensen: YES. Motion passed unanimously.**

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

XVI. ADJOURNMENT OF BUSINESS MEETING

The Business Meeting was Adjourned at 9:35 PM.

Respectfully submitted by:

_____

City Recorder Melissa Huhtala

Attest:

_____

Mayor Stromberg

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator'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
DECLARATION OF STATE OF EMERGENCY EXTENSION

TO: Danny Jordan, County Administrator and the Jackson County Office of Emergency Management

FROM: Adam Hanks, Interim City Administrator, City of Ashland, Oregon

The City Administrator of the City of Ashland finds that:

A. Pursuant to the authority granted by Oregon Revised Statutes Chapter 401, the City of Ashland has enacted a local ordinance codified in Ashland Municipal Code Chapter 2.62, Emergency Powers, that provides direction for the City, its officials, and others in the event that an emergency or disaster exists within the City and assigns executive responsibility in times of emergency. City Council has approved a detailed Emergency Management Plan. Ashland Municipal Code Chapter 2.62, specifically delegates authority to declare a state of emergency to the City Administrator, subject to subsequent ratification by City Council.

B. The following conditions have resulted in the need for a City of Ashland Declaration of a State of Emergency:
    a. On March 7, 2020, the Governor of Oregon issued Executive Order 20-03 declaring a statewide state of emergency due to the COVID-19 outbreak in Oregon.
    b. On March 11, 2020, COVID-19 was declared a pandemic by the World Health Organization, in recognition that this fast-spreading contagion is part of a group of viruses that can cause respiratory disease, with the potential to cause serious illness or loss of life for individuals with underlying health conditions.
    c. On March12, 2020, the Governor of Oregon issued Executive Order 20-05 canceling all gatherings of more than 250 people and most large gatherings if a distance of 3 feet could not be maintained between individuals, and recommending other limitations including that individuals in high-risk populations (those over 60 years of age, or those with an underlying health condition) avoid gatherings of more than 10 people.
    d. On March 13, 2020, the President of the United States declared the COVID-19 outbreak a national emergency.
    e. On March 17, 2020, the Governor of Oregon issued Executive Order 20-07 rescinding Executive Order 20-05; prohibiting most gatherings of 25 people or more, including community events or activities if a distance of at least 3 feet between individuals cannot be maintained; prohibiting on-premises consumption of food and drink; and establishing limited exceptions.
    f. On March 17, 2020, pursuant to Ashland Municipal Code Chapter 2.62, Ashland City Council ratified the City Administrator's Declaration of State of Emergency vesting in the City Administrator authority to take such actions and issue such orders as the City Administrator deems necessary to protect the public in property and minimize or mitigate the effect of the emergency. By its terms, this initial Declaration was to be in effect through April 7, 2020 and could be extended thereafter in two-week increments.

g. On March 23, 2020, the Governor of Oregon issued Executive Order 20-12, the stated purpose of which is "to reduce person-to-person interaction." With a few exceptions for food and medical needs, this Order prohibited any non-essential social, recreational, and shopping-related aggregations of individuals unless a distance of at least 6 feet between individuals is maintained.
h. On April 15, 2020, the Governor of Oregon issued Executive Order 20-16 directing that governing bodies of public bodies are to (1) hold their public meetings and hearings through electronic or virtual means whenever possible; (2) make available a method by which the public can listen to or virtually attend such public meetings or hearings at the time they occur, without necessarily providing a space for public attendance; and (3) provide an opportunity for submission of testimony either by timely submission of written testimony or by electronic or virtual means – notwithstanding any requirements by law or policy that testimony during a public meeting or hearing be taken in person.
i. On May 1, 2020, the Governor of Oregon issued Executive Order 20-24 extending the COVID-19 Declaration of Emergency (Executive Order No. 20-03) for an Additional 60 Days, through July 6, 2020.
j. On April 7, April 21, and May 5, Ashland City Council extended the Declaration of State of Emergency previously-approved through May 19, 2020.
k. A State of Emergency continues to exist in the City of Ashland, and the City has expended or shortly will expend its necessary and available resources for responding to the emergency. COVID-19 has so far required and will continue to require significant City resources to keep the community informed and as safe as possible and has and will continue to have significant negative consequences for Ashland's economy and workforce of Ashland.

C. The foregoing circumstances affect all of the territory within the corporate limits of the City of Ashland.

D. This extension of the Declaration of a State of Emergency is intended to continue authorization to take special measures to protect citizens' health and safety, to assure that critical public services are maintained and to reduce stress and fear. The City urges citizens to show even greater-than-normal neighborliness, tolerance, and patience in the face of inconveniences and uncertainty during this period.

NOW, THEREFORE, based upon the circumstances set forth above, the following emergency orders have been issued by the City Administrator and ratified by the City Council:

1. A State of Emergency is declared to continue to exist in the City of Ashland, Oregon.

2. The City of Ashland respectfully requests that Jackson County continue to provide assistance, consider the City an "emergency area" as provided for in ORS Chapter 401, and request support from state agencies and /or the federal government.

3. The City shall take all necessary steps authorized by law to coordinate response to and recovery from this emergency, including, but not limited to, requesting assistance and potential reimbursements from the State of Oregon and the appropriate federal agencies for the City, business owners, social service agencies, and citizens in general.

4. In conformance with AMC Chapter 2.62 and the adopted City Emergency Management Plan, during the time this Declaration or any extension of it is in effect, the City Administrator is exclusively responsible for approving City agreements and deploying City resources, and City officials are authorized to continue to take such actions and issue such orders as are determined by the City Administrator to be necessary to protect the public and property and to continue to efficiently conduct activities that minimize or mitigate the effect of the emergency situation.

5. During the time this Declaration or any extension of is in effect, all City commission, committee, and task force meetings are cancelled unless the City Administrator expressly determines a particular meeting is called for.

6. During the time this Declaration or any extension of it is in effect, meetings of the City Council and any City commissions, committees or taskforces shall occur in conformance with the Governor of Oregon's Executive Order 20-16.

7. Due to the economic impact COVID-19 will have on its residents and businesses, the City recommends that residential and commercial eviction proceedings based on failure to pay rent be suspended during this State of Emergency or any extension thereof.

8. This extension of the Declaration of State of Emergency has been ratified by the City Council, is effective immediately, shall remain in effect until and including June 2, 2020, and may be extended thereafter in two-week increments.

Dated and effective at _____ p.m. this _____ day of May, 2020.

_____ _____

Adam Hanks, Interim City Administrator John Stromberg, Mayor

_____

REVIEWED, David Lohman, City Attorney

Detail Site Review Overlay

Plaza Space Requirements Downtown

City Council
5/19/2020

Large-Scale Standards - Legislative History

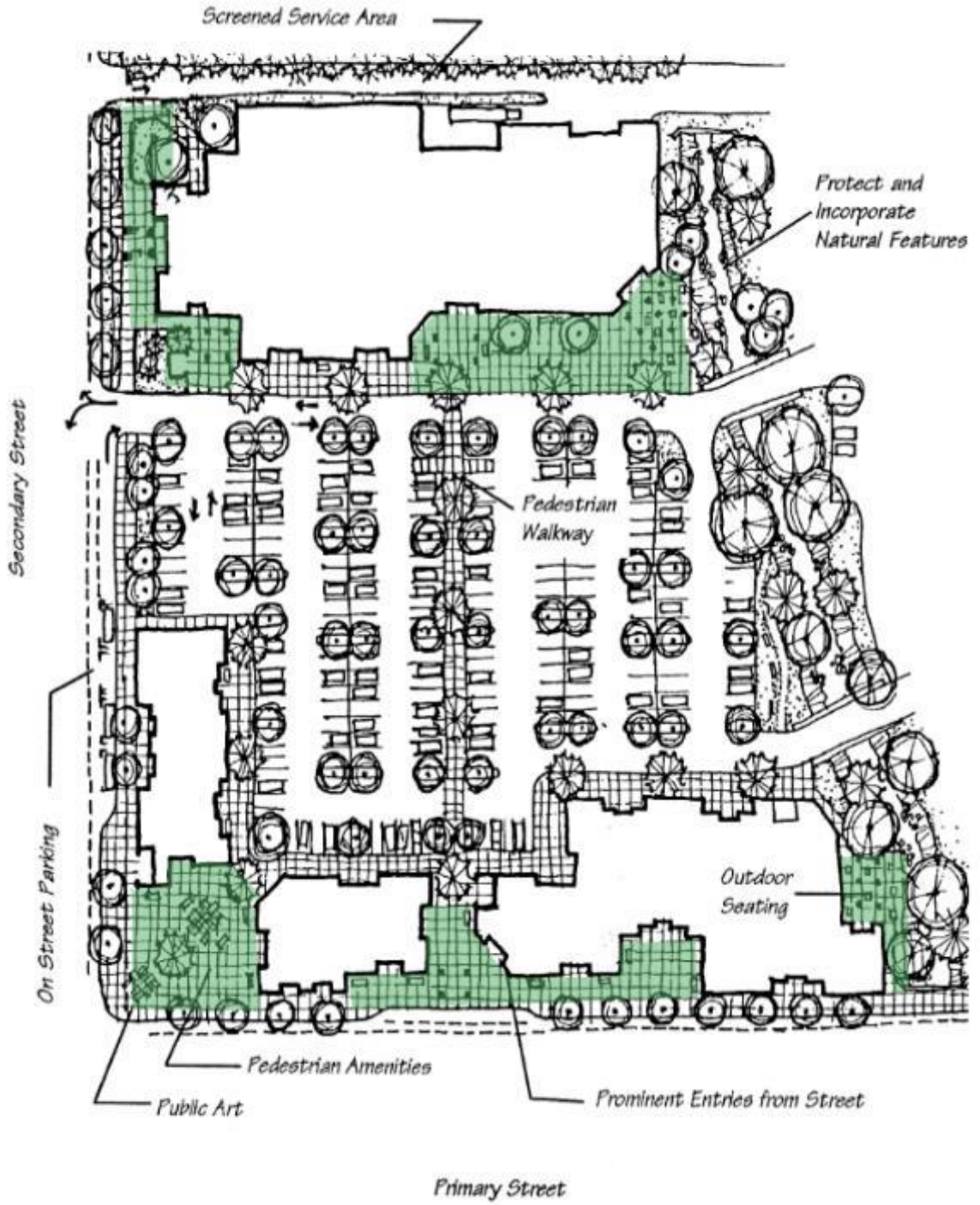
- Late 80's – Community Concern Over "Big Box" Retail Stores
  - Factory Outlet Stores & Walmart
  - *Draft* Ballot Language – 25K Maximum

- Commercial Development Standards Committee (CDSC)
  - Nine Members – Jim Ragland, Chair
  - Challenge - Preserving "Small Town Character" while considering the benefits of products and services offered by larger buildings
  - Case Study – Tolman Creek Shopping Center

- Revised Site Design Standards – 1992

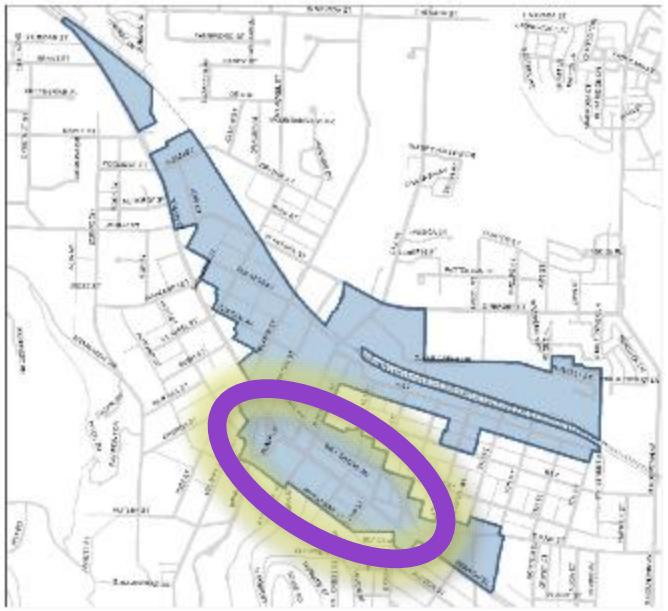
Updated Development Standards

- Applied to “large-scale projects” - buildings of 10,000 sq.ft. or larger
- Set a maximum building size of 45,000 sq. ft.
- Building and Site Design Standards – break up large building masses; increase window area; sheltering roofs; lighting; exterior finishes, etc.
- **Plaza Space** – 1 sq. ft. for each 10 sq. ft. of building area
- Ashland Street – Focus of committee’s discussion



Detail Site Review Overlay

Applicability (maps located in ALUO 18.4.2)



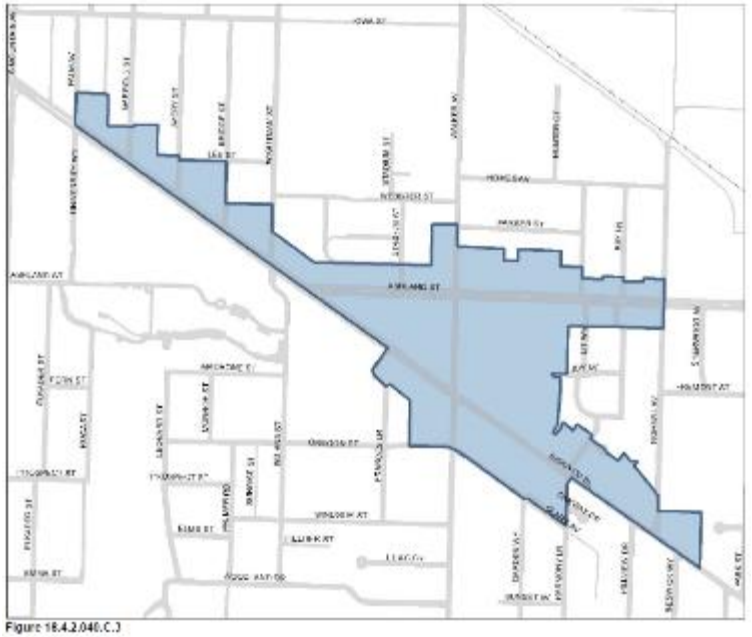


Figure 18.4.2.040.C.3

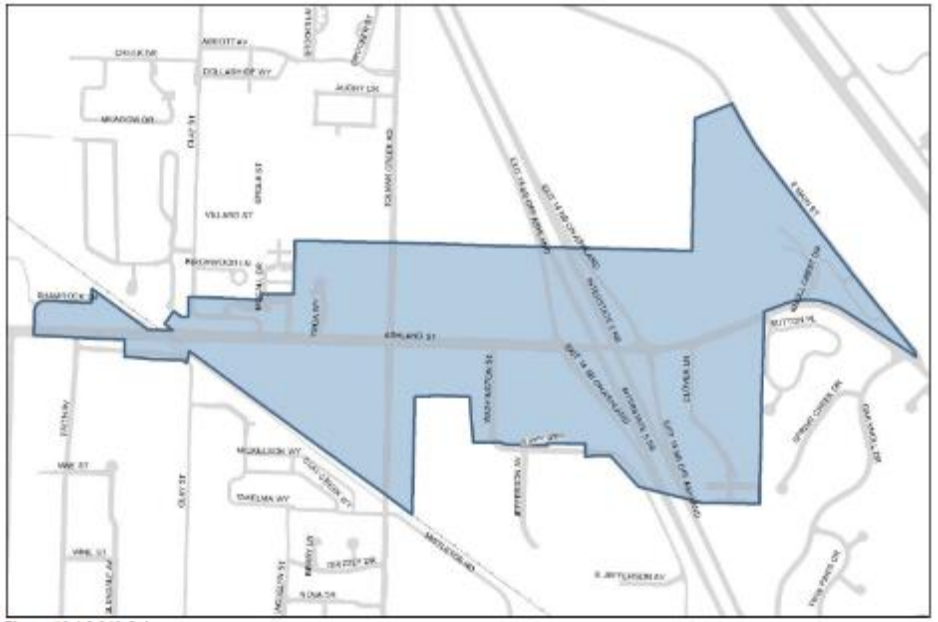
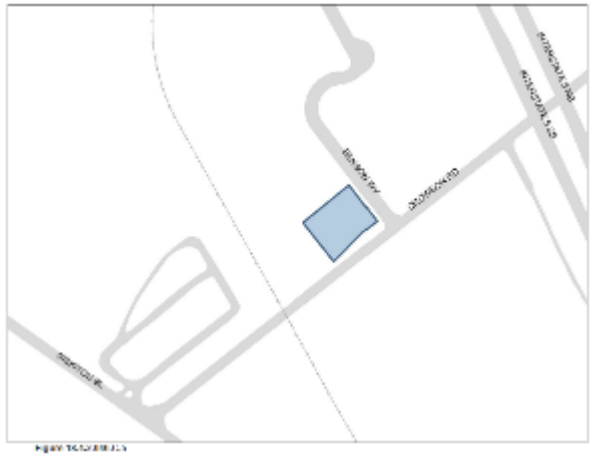
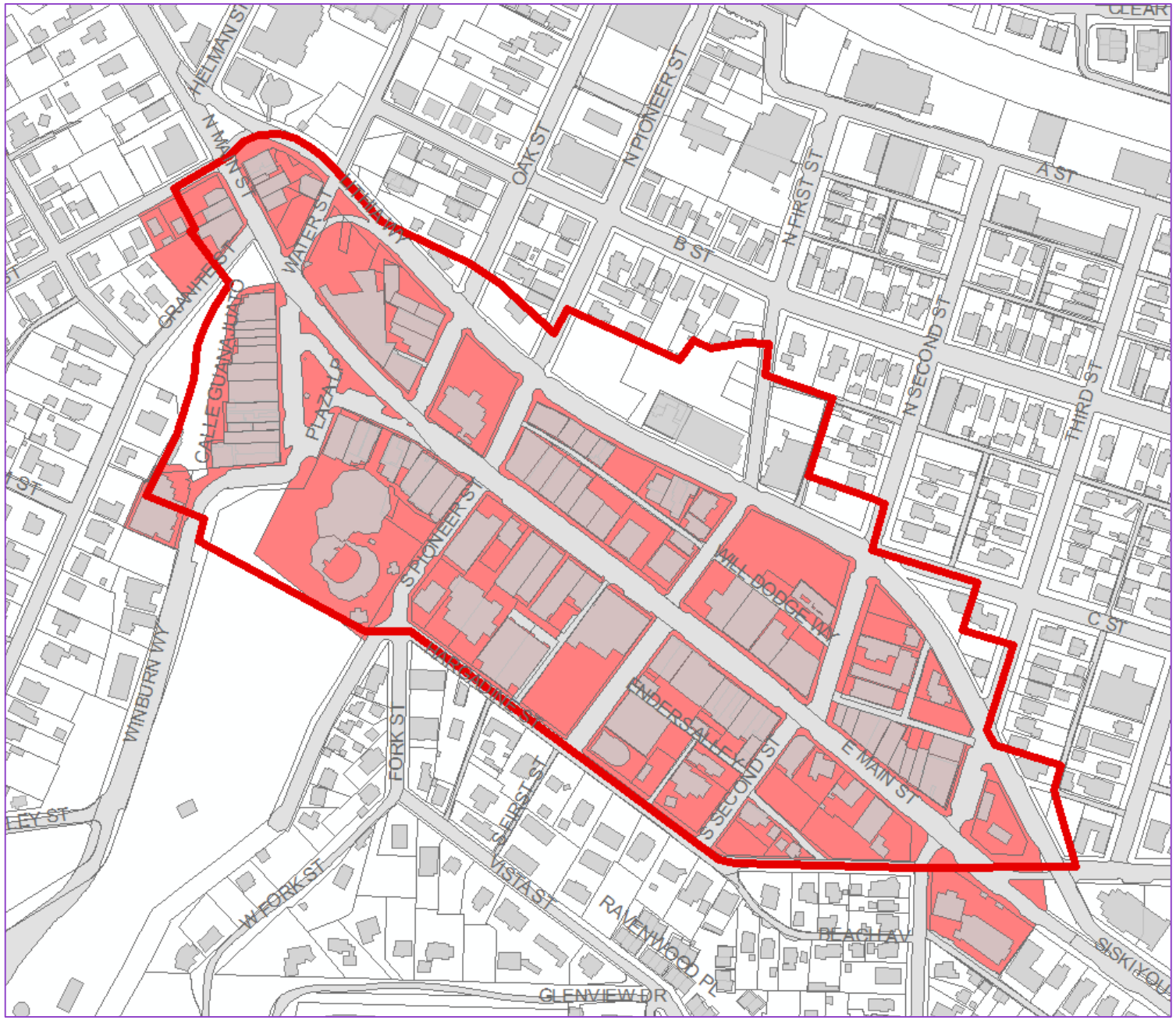


Figure 18.4.2.040.C.4



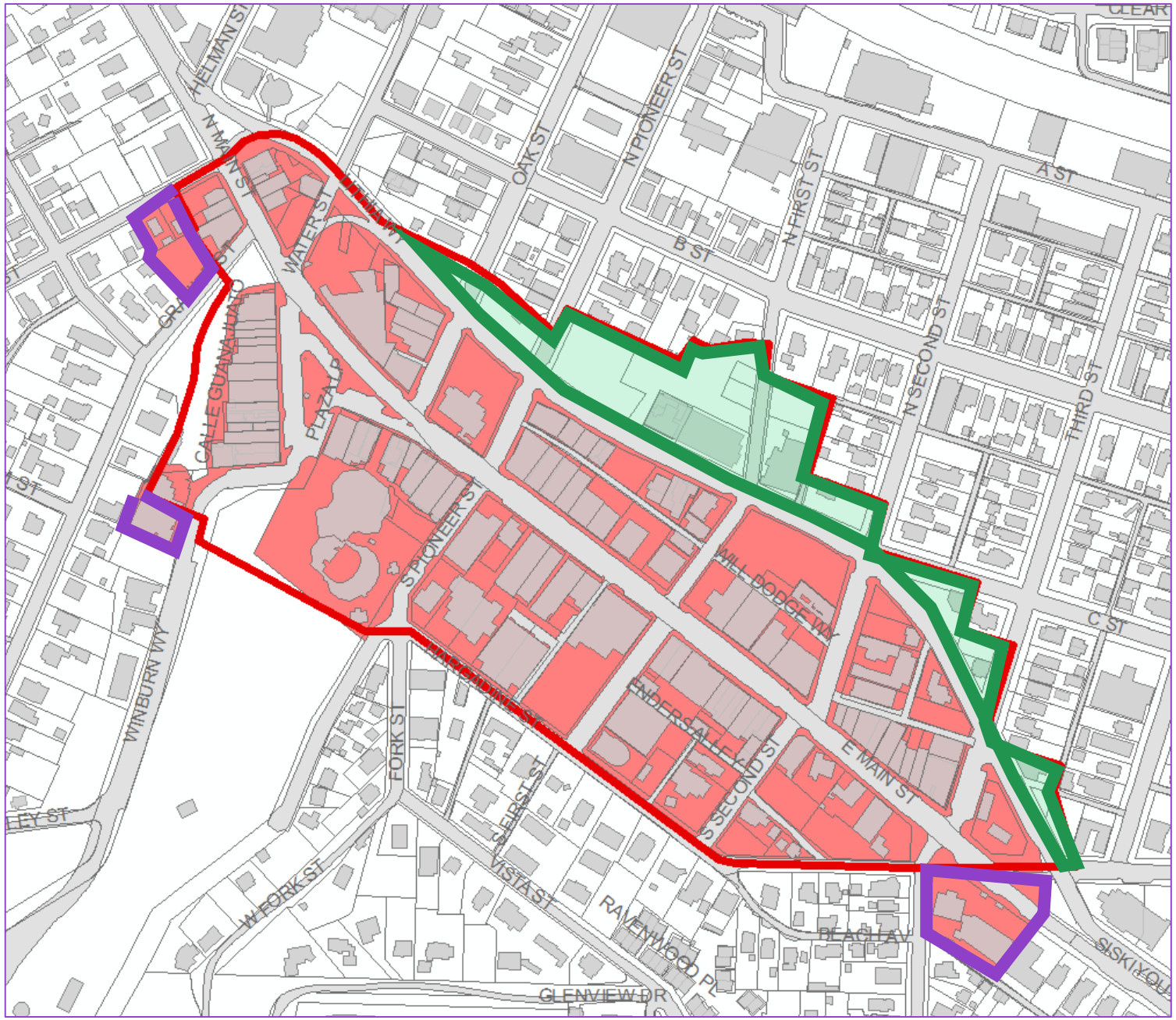
- North Main, Historic District and Oak Street
- Siskiyou Boulevard, Ashland Street and Walker Avenue
- Ashland Street and Tolman Creek Road
- Crowson Road



Downtown Applicability

Downtown Design Standards Boundary

C-1-D zone



Downtown Applicability

Downtown Design Standards Boundary & C-1-D zone

Discussion Items

Design Standard Consistency

Existing Code requirements, design constraints, construction costs

Public – Private Use

Private Outdoor Space for Cafes, sitting, landscaping, public art

Ground Floor Area

Ground floor area reduced to accommodate plaza spaces

Multi Story Development

Increasing plaza space requirement due to additional stories (10% of 1st ,2nd ,and 3rd stories)

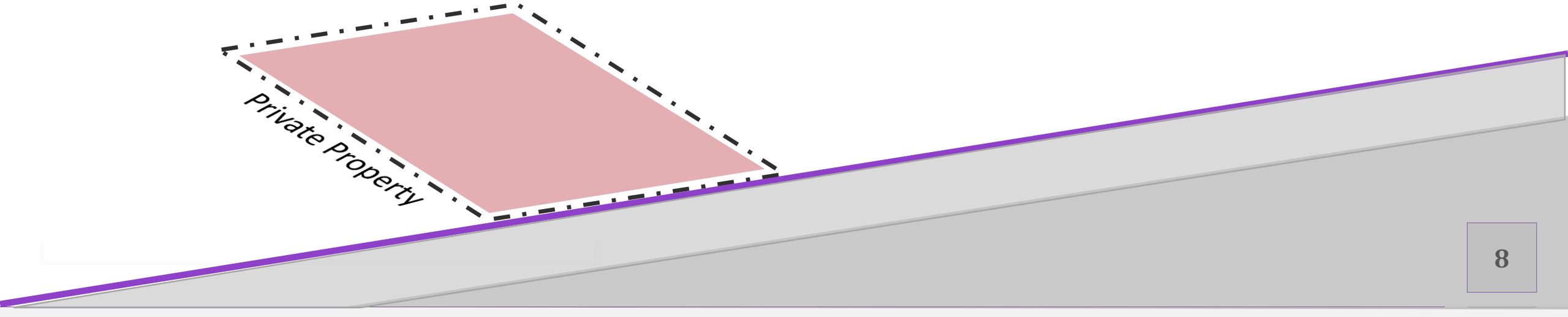
Historic Development Pattern

Traditional rhythmic spacing of historic buildings

Existing Plaza Space Standards

Undeveloped lot

7,000 sq.ft.
Sample Lot

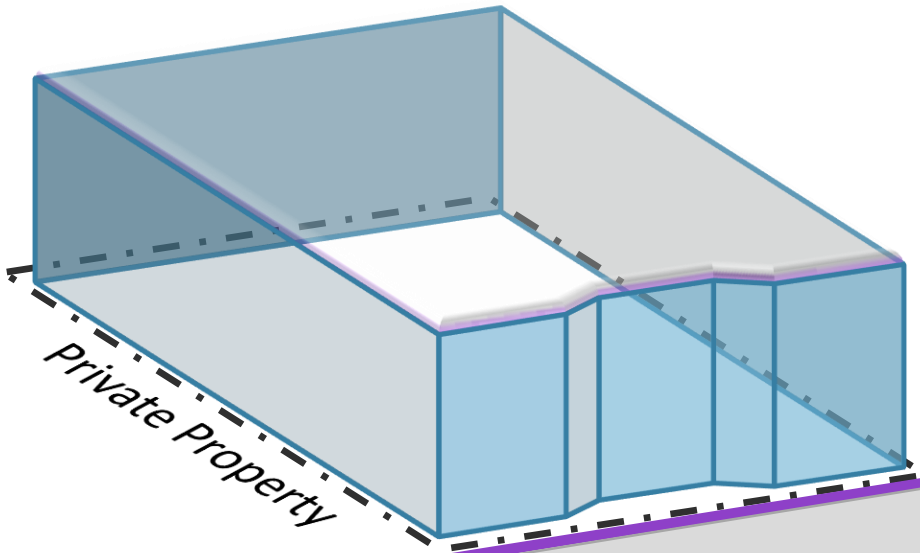


Existing Plaza Space Standards

One-Story Building example

7,000 sq.ft.
building

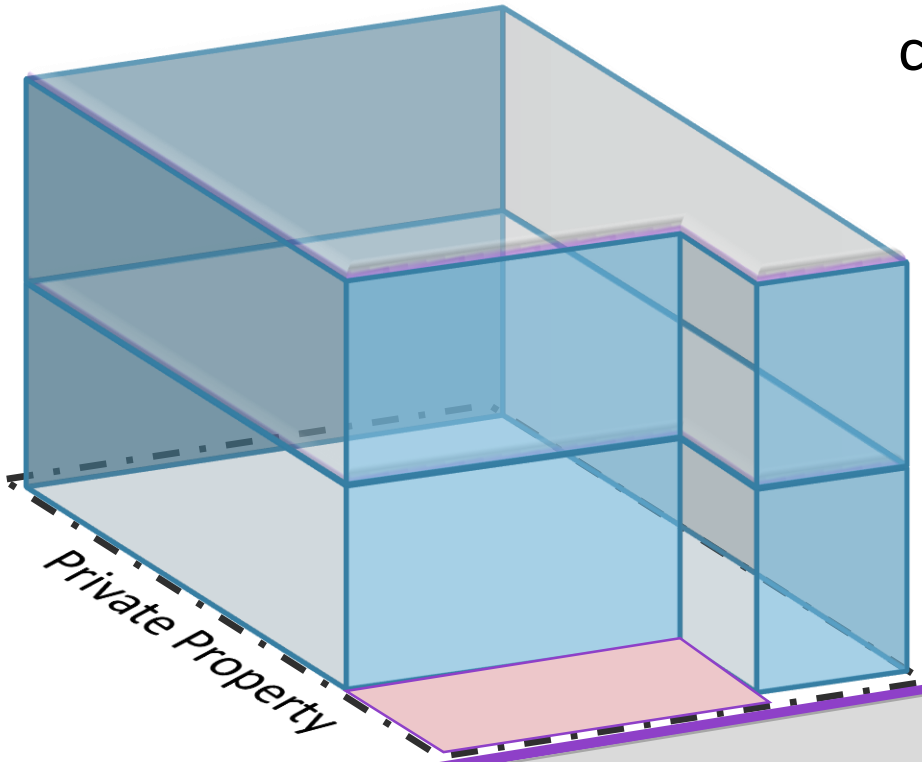
No
Plaza Space
Required



Existing Plaza Space Standards

Two-Story Building example

11,500 sq.ft.
Two-Story
Building



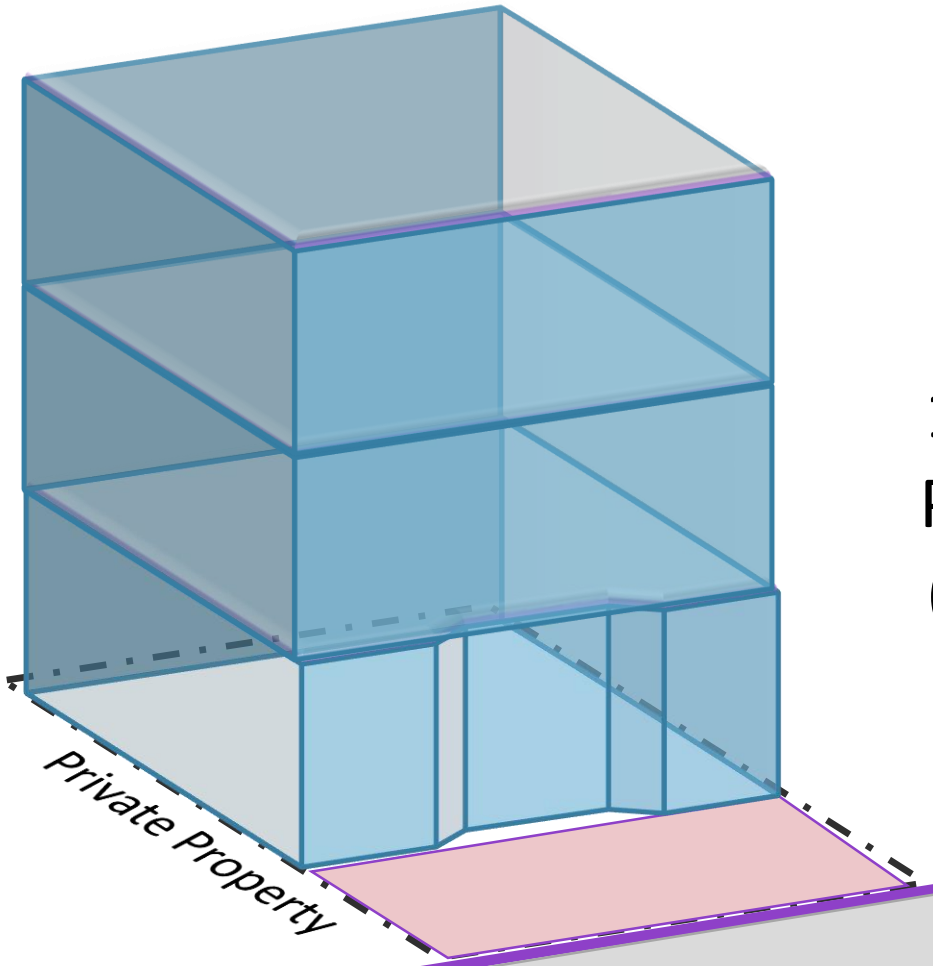
Plaza Space required (building >10,000sq.ft.)
The plaza space is on private property and contains selected design elements such as seating, public art, trees, shade, wind protection, etc.

1,150 sq.ft.
Plaza Space
(minimum)

Existing Plaza Space Standards

Three-Story Building example

16,000 sq.ft.
Building

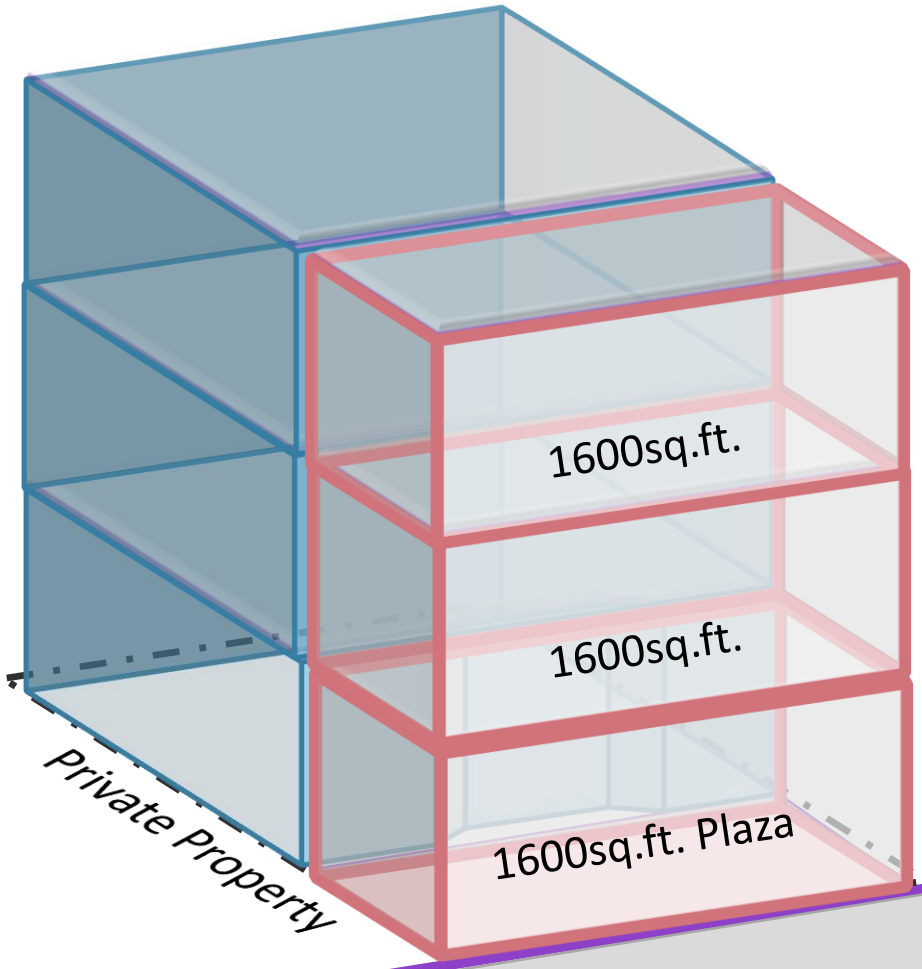


1,600 sq.ft.
Plaza Space
(minimum)

Existing Plaza Space Standards

Three-Story Building example

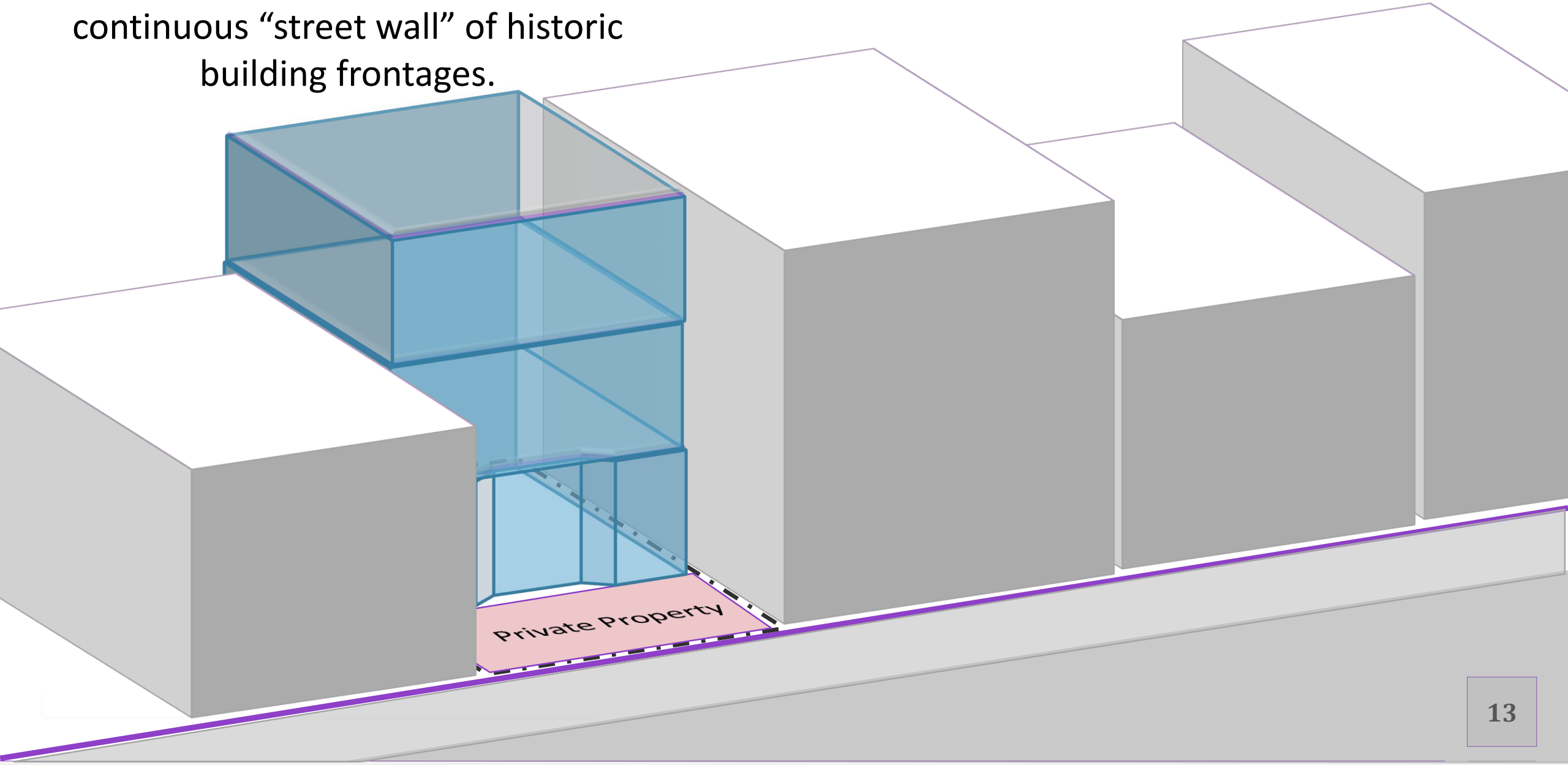
16,000 sq.ft.
Building



Dedication of private outdoor plaza space at the ground level removes commercial floor area, and potentially reduces residential dwelling unit opportunities on upper stories

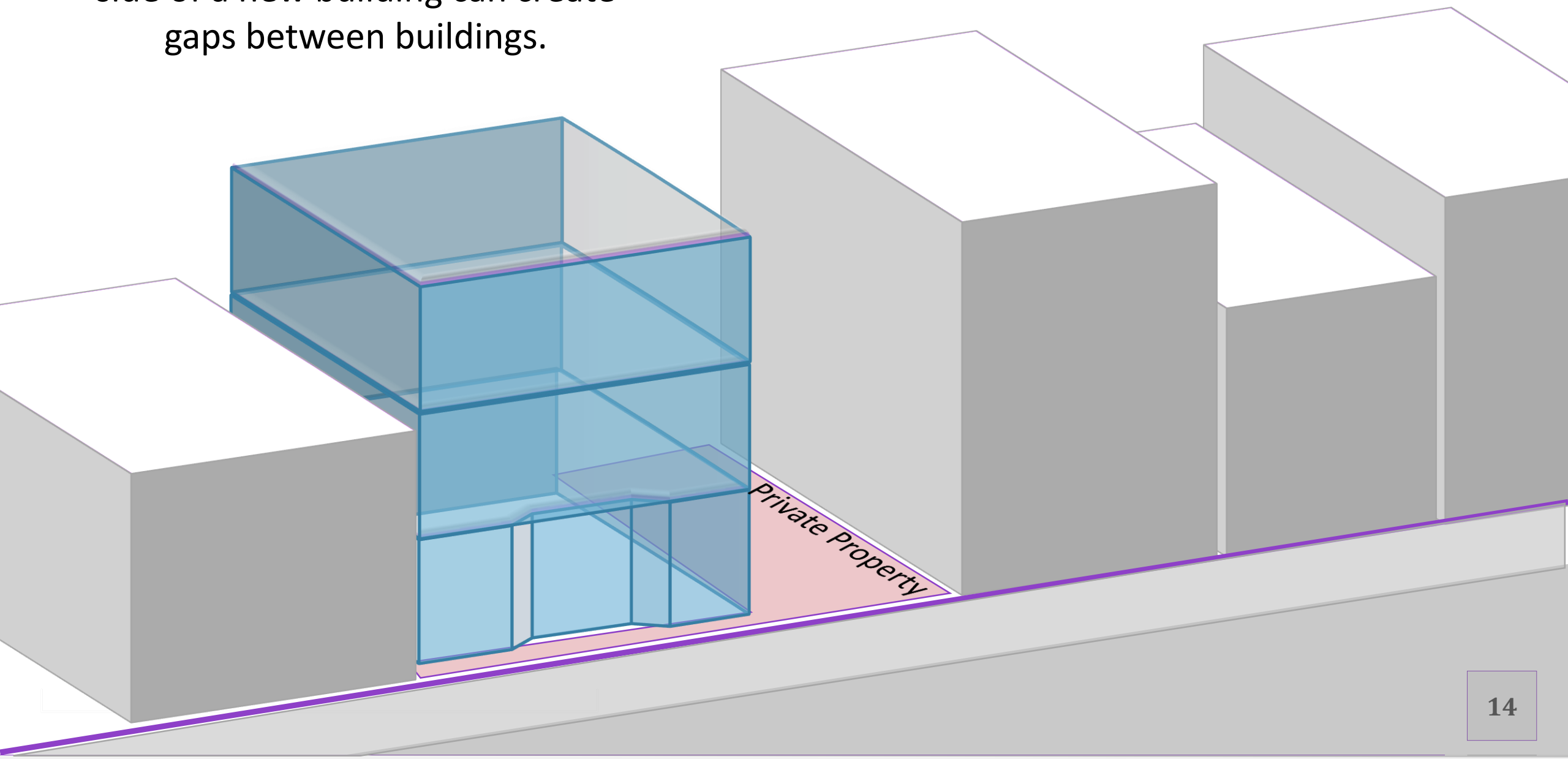
Existing Plaza Space Standards

Increased setbacks, to accommodate private plaza spaces, can break up continuous “street wall” of historic building frontages.



Existing Plaza Space Standards

Private plaza spaces located to the side of a new building can create gaps between buildings.



Proposed Amendment

18.4.2.040.D.b

Within the, C-1-D zone or Downtown Design Standards Overlay, no plaza space shall be required.

Amends the plaza space standards to no longer apply in the downtown area for new or redeveloped large scale buildings over 10,000sq.ft.

- Plaza space no longer required thus private open-spaces will only be provided voluntarily.
- Maintains the character and historic pattern of development along N. Main Street where buildings are built to the sidewalk and to the lot lines on either side.
- Floor area reductions attributable to required plaza space for multi-story developments are eliminated, thus increases potential gross floor area on new or redeveloped buildings.
- Reduces potential constraints to redevelopment and multi-story development.

Public open space and the downtown central Plaza

Public Plaza

- The proposed plaza space amendment does not remove public open space or the downtown central Plaza.
- The proposed code amendment relates to private outdoor space on individual properties.

Downtown Design Standards and Regulations

Building Height

- The proposed plaza space amendment does not change the maximum building height within the downtown area.

- Buildings in the downtown (C-1-D zone) are permitted to be 40 feet in height, or up to 55 feet with approval of a Conditional Use Permit. (18.2.6.030)

Downtown Design Standards and Regulations

Building Size

- The proposed plaza space amendment does not change existing maximum building size allowed.

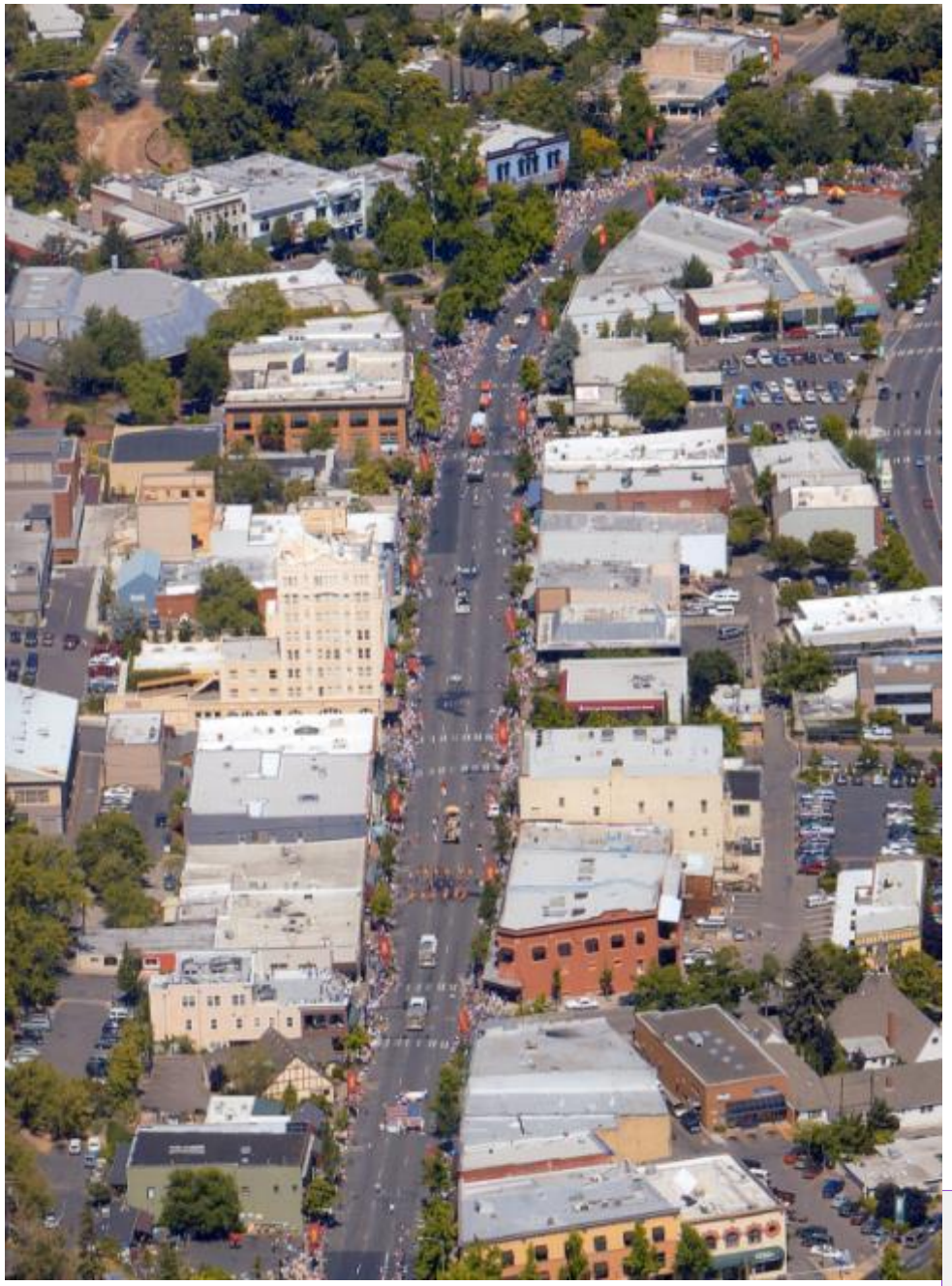
- "Inside the Downtown Design Standards overlay, new buildings or expansions of existing buildings shall not exceed a building footprint area of 45,000 square feet or a gross floor area of 45,000 square feet" (18.4.2.040.D.1.c)

Downtown Design Standards and Regulations

Setbacks

- The proposed plaza space amendment does not change existing setback requirements within the downtown area. (18.2.6.030)

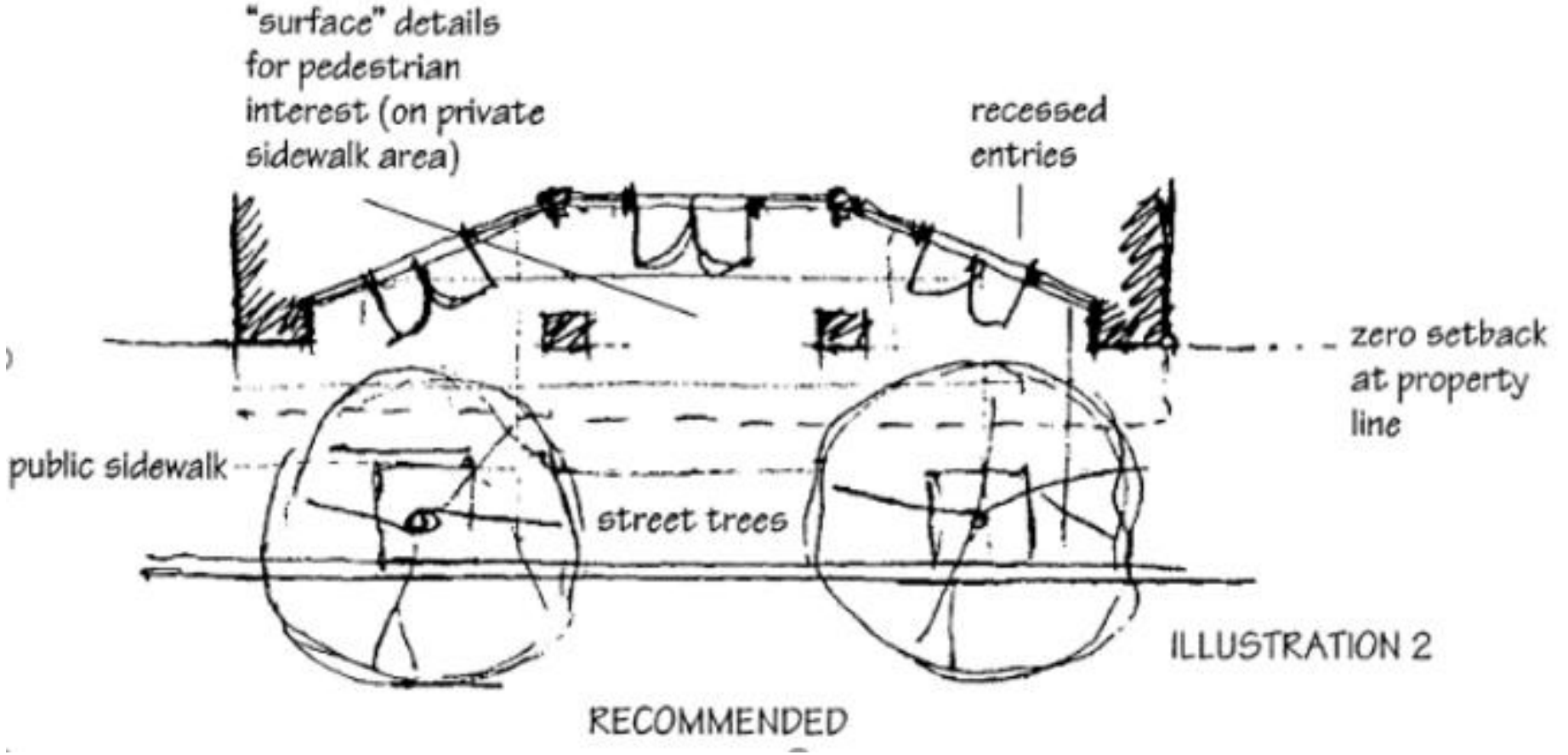
- Buildings in commercial zones (including the downtown) currently have no minimum setbacks or yard requirements.



Downtown Design Standards and Regulations

Setbacks

- Buildings in the downtown overlay are to be built up to the front and side property lines reflective of the historic pattern of development.

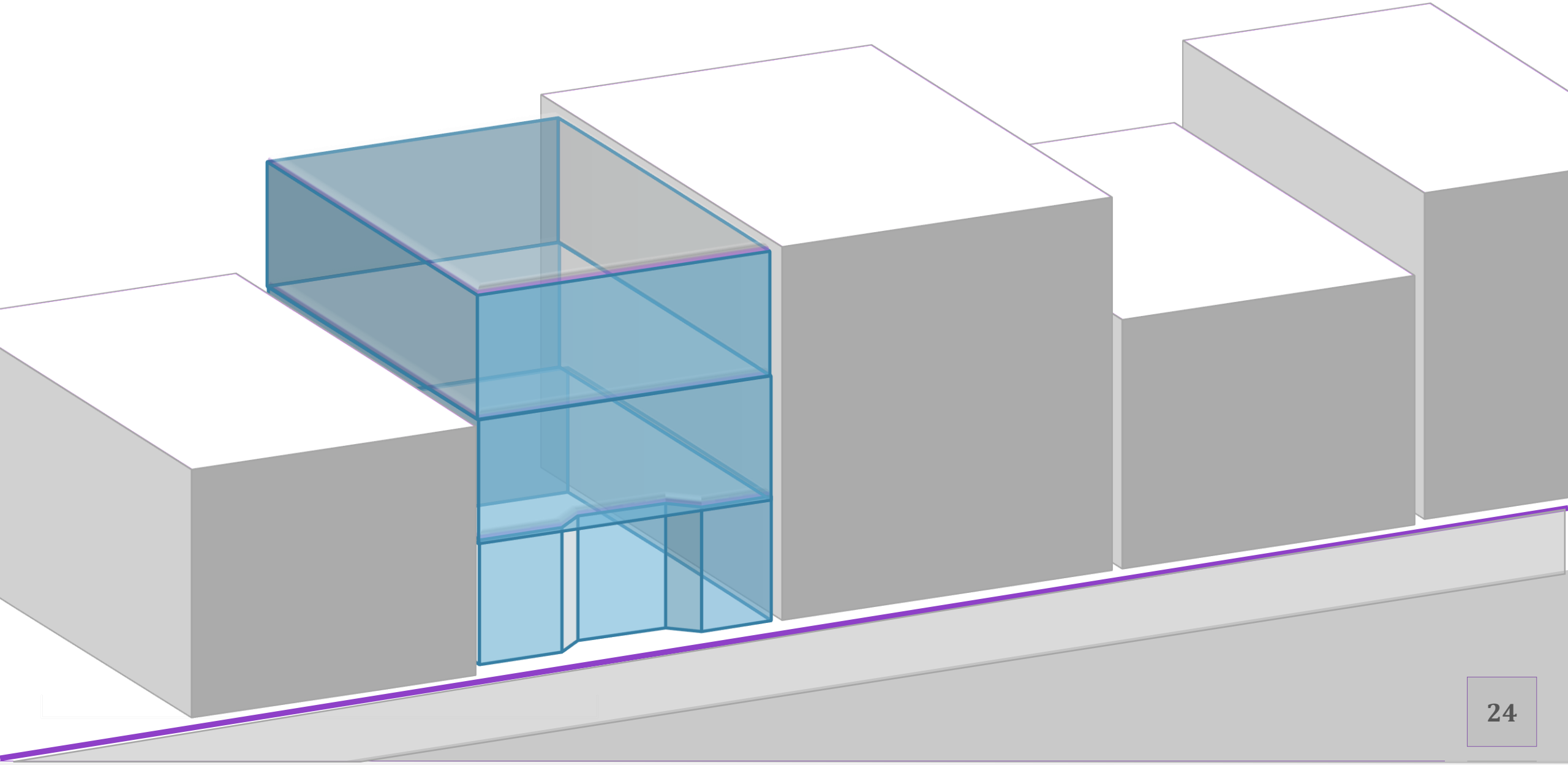


Historic Commission Recommendation

- January 8th 2020 Regular Meeting
- Unanimous recommendation to approve the proposed ordinance amendment to remove the plaza space requirement from the Downtown Design Standards Overlay and C-1-D zone.

Planning Commission Recommendation

- February 11th 2020 Regular Meeting
- Unanimous recommendation to approve the proposed ordinance amendment to remove the plaza space requirement from the Downtown Design Standards Overlay and C-1-D zone.



Existing Plaza Space Standard

18.4.2.040.D.2

a. **One square foot of plaza or public space shall be required for every ten square feet of gross floor area, except for the fourth gross floor area.**

b. A plaza or public spaces shall incorporate at least four of the following elements.

i. Sitting Space – at least one sitting space for each 500 square feet shall be included in the plaza. Seating shall be a minimum of 16 inches in height and 30 inches in width. Ledge benches shall have a minimum depth of 30 inches.

ii. A mixture of areas that provide both sunlight and shade.

iii. Protection from wind by screens and buildings.

iv. Trees – provided in proportion to the space at a minimum of one tree per 500 square feet, at least two inches in diameter at breast height.

v. Water features or public art.

vi. Outdoor eating areas or food vendors.

Setbacks and building Width in downtown (18.4.2.060)

2. Setbacks.

a. Except for arcades, alcoves, and other recessed features, building shall maintain a zero setback from the sidewalk or property line as illustrated in Figures 18.4.2.060.C.2, 5, 6 and 10. Areas having public utility easements or similar restricting conditions shall be exempt from this standard.

b. Ground level entries should be recessed from the public right-of-way and have detailing and materials that create a sense of entry as illustrated in Figures 18.4.2.060.C.2, 5, 6, and 10. Avoid treatment shown in Figure 18.4.2.060.C.3.

c. Recessed or projecting balconies, verandas, or other useable space above the ground level on existing and new buildings shall not be incorporated in a street facing elevation. Avoid treatments shown in Figure 18.4.2.060.C.4 and 7.

3. Width.

a. The width of a building shall be extended from side lot line to side lot line as illustrated in Figures 18.4.2.060.C.5. An exception to this standard would be an area specifically designed as plaza space, courtyard space, dining space, or rear access for pedestrian walkways.

Proposed Extension of Wildfire Safety Patrol IGA: Drone Infrared Detection Program
May 5th, 2020

Chris Chambers

Wildfire Division Chief

Ashland Fire & Rescue

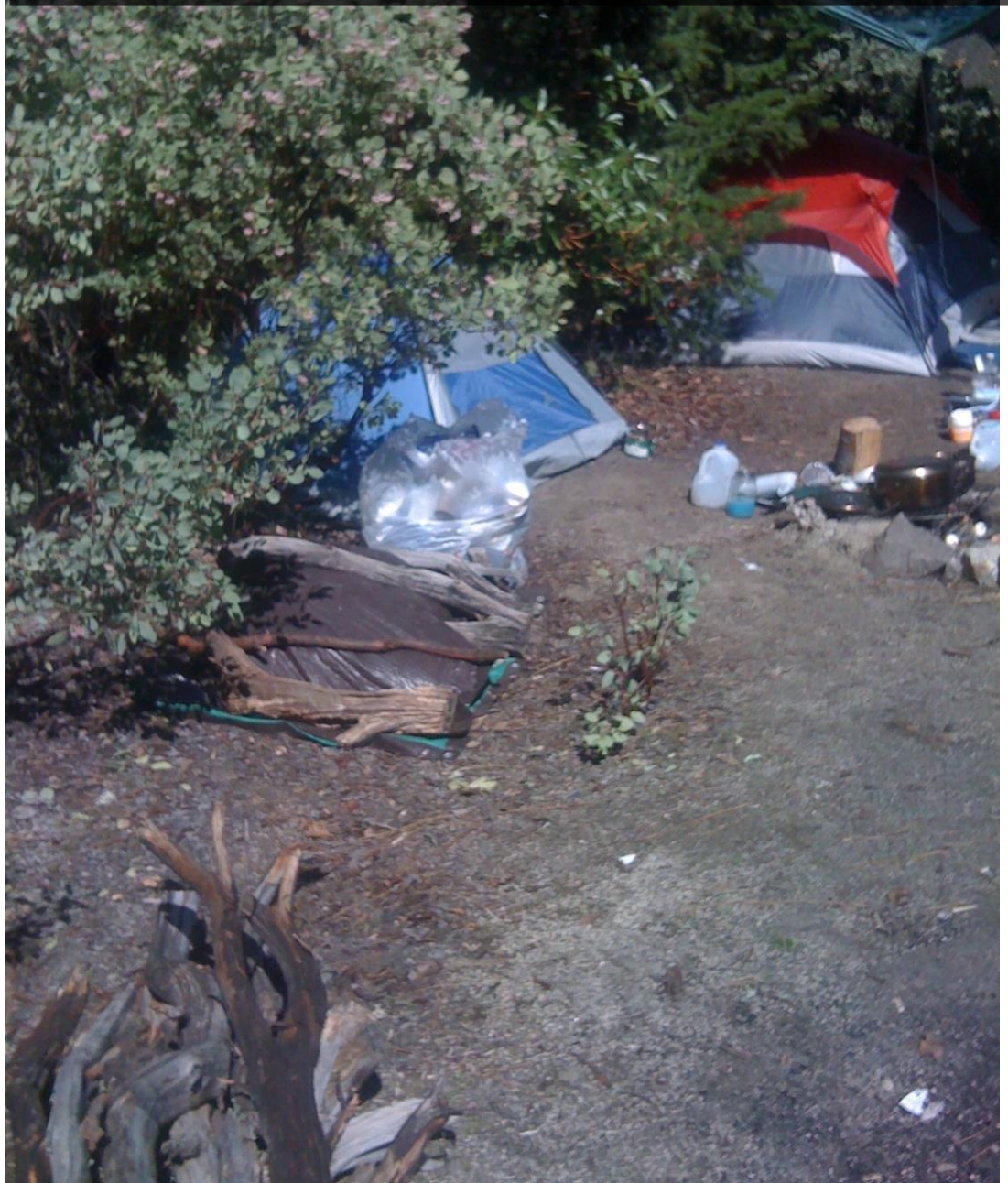
Review: Why a Drone Detection Program?

- **City Has Patrolled or Contracted for Watershed Fire Patrol Since 1980's**
- **Wildfire Ignitions Risk as Climate Warms Resulting in More Severe Fires Threatening Life, Property, Business, Tourism, Recreation, and the City's Water Supply**
- **Resource Damage and Clean Up Costs Caused by Camping**
- **Impractical and Uneconomical to Cover Steep, Difficult Terrain with Regularity Using Foot Patrols**
- **Drone can be deployed immediately after lightning storms**

Natural Resource Damage from Illegal Camping

PELICAN

Fire Ignition Risks from Illegal Camping

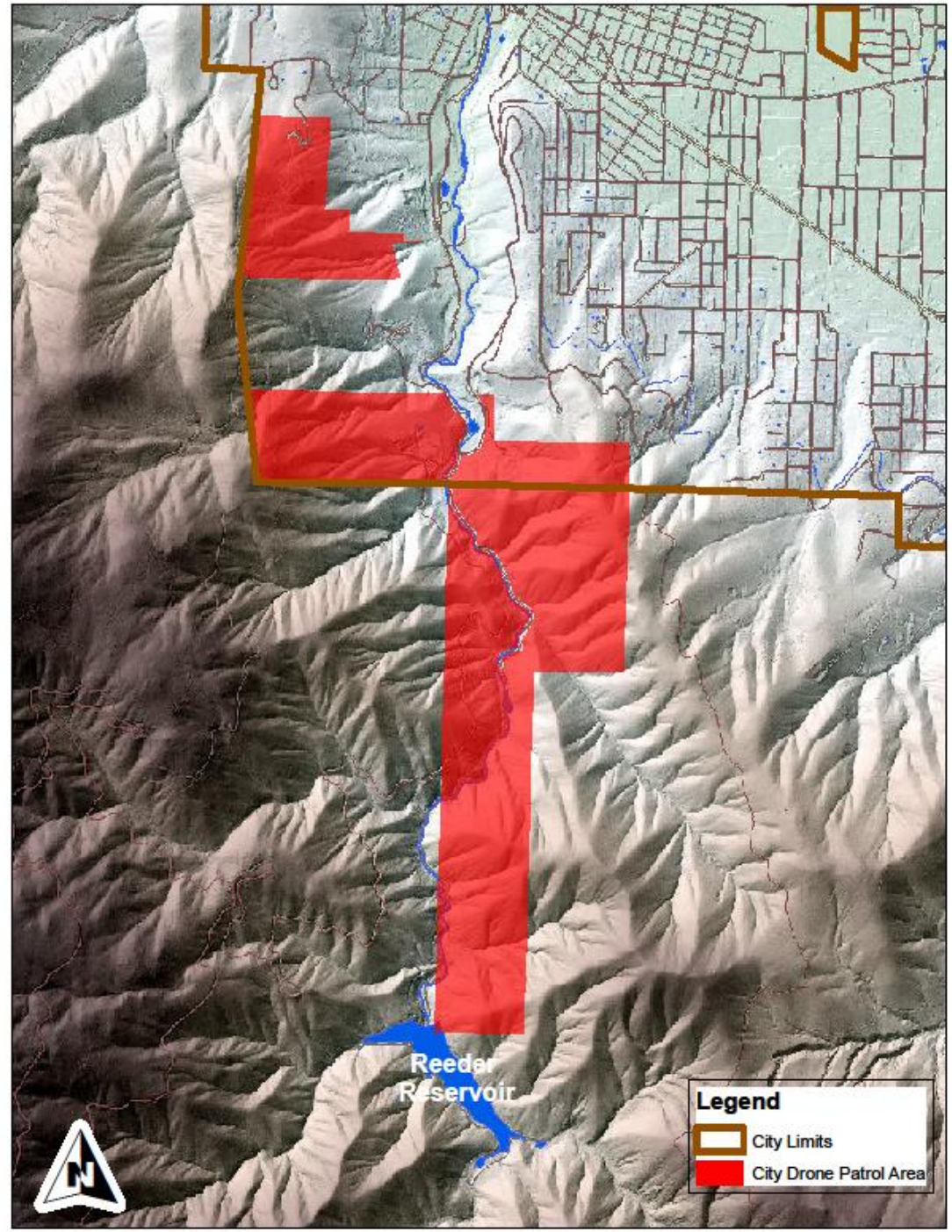


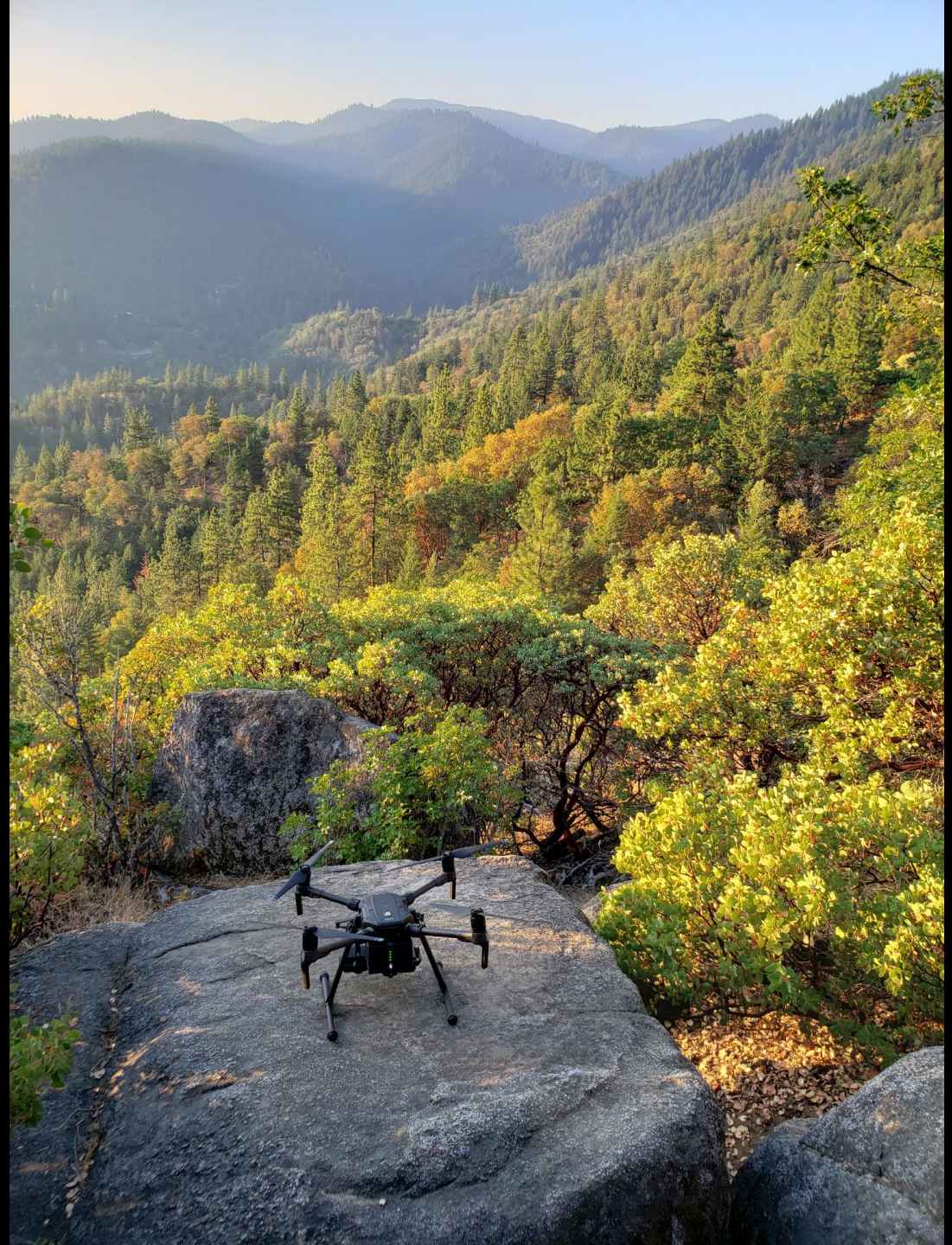
Ignition Sources Found Near OSF in Lithia Park

Wildfires Caused by Camping

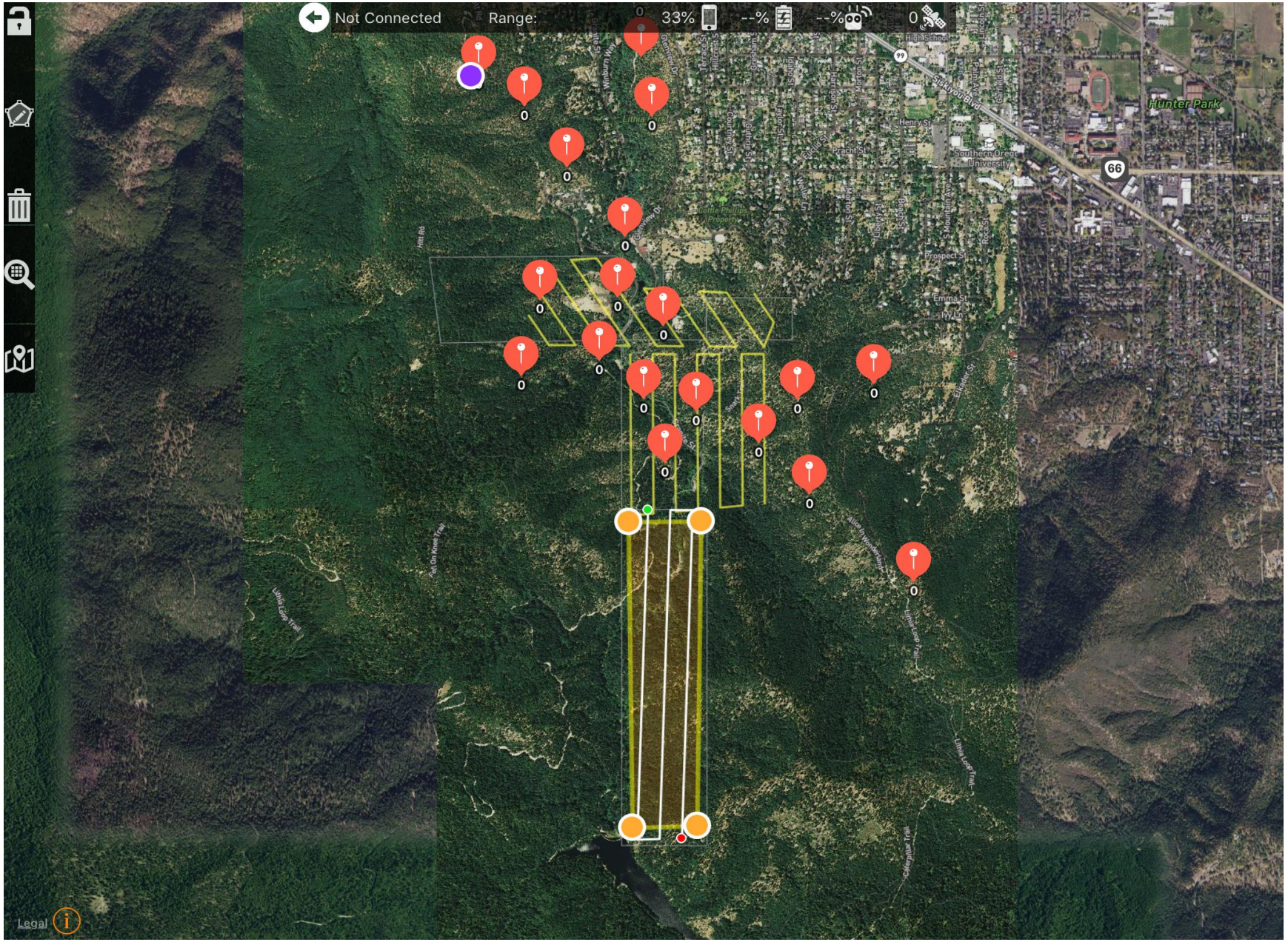
POLICE

Proposed Patrol Program Approval: Review of 2019 Operations



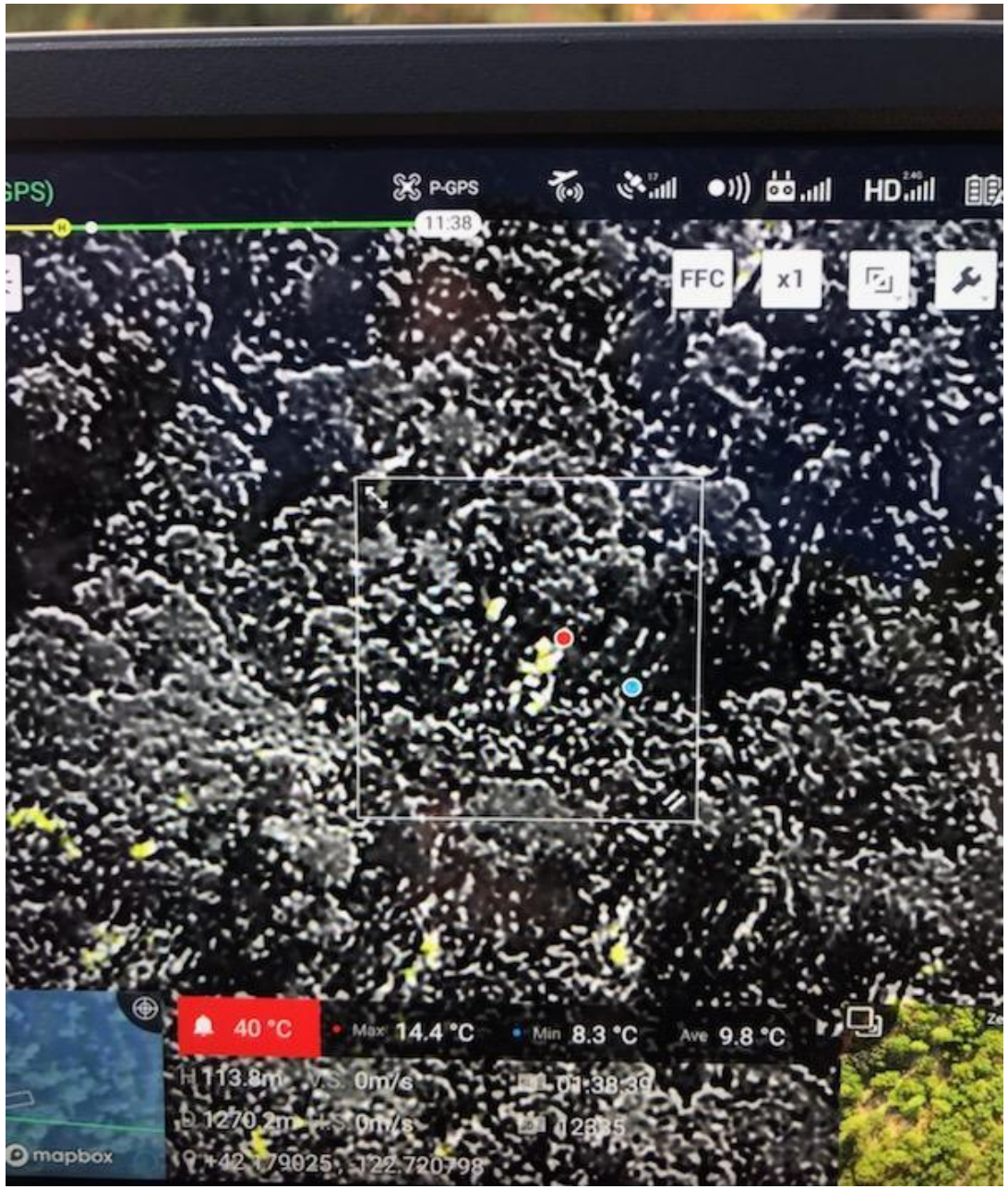


Pre-Programmed Flight Route



Pilot’s Screen Using Infrared Detection Imagery

Infrared Heat Detection and Location



Budget Allocation and 2019 Costs

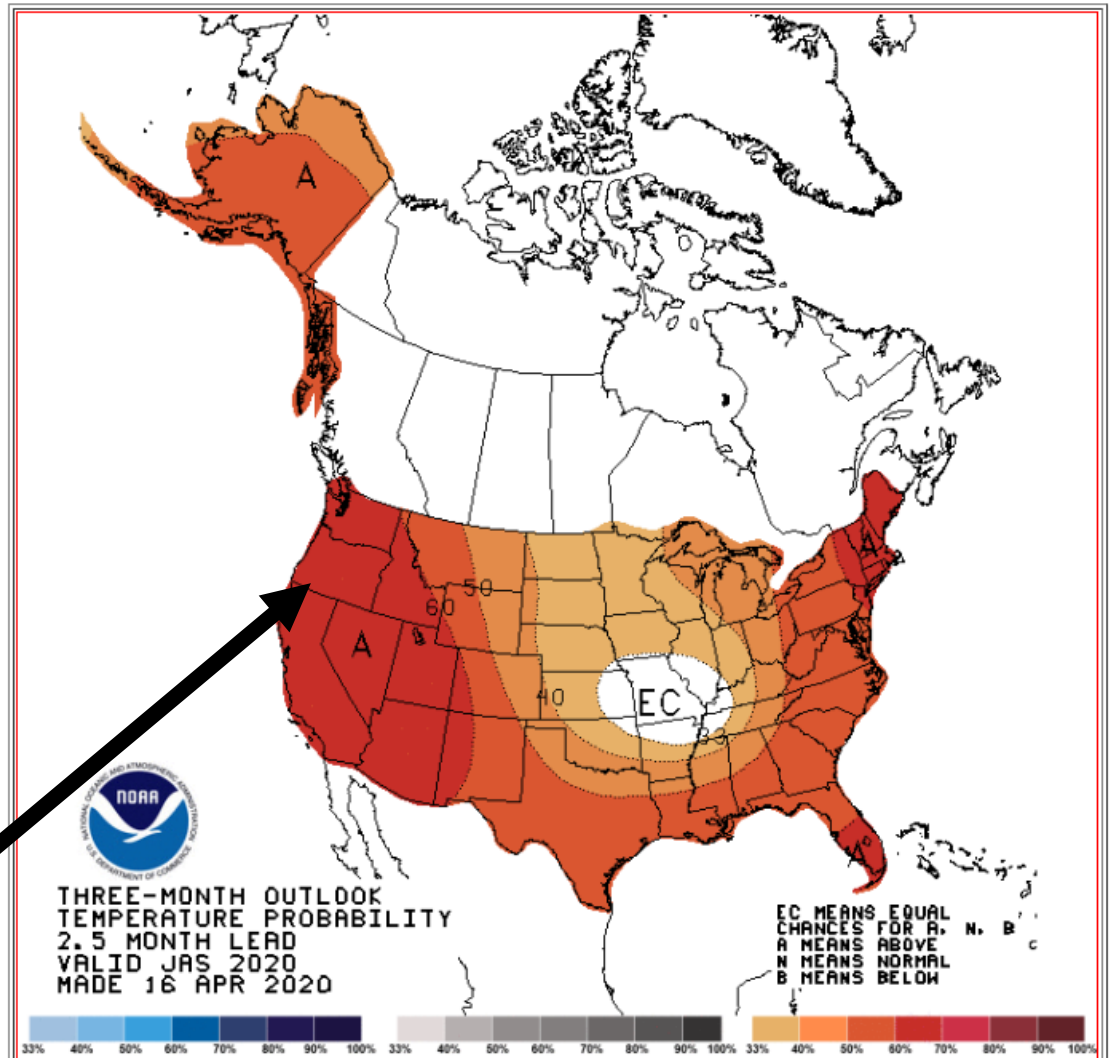
- **Created an Intergovernmental Agreement with Rogue Valley Council of Governments in 2019 for drone services**
- **Utilizes previously allocated funds from the well established watershed foot patrol program dating to 1990's**
- **2019 costs were $5,982.16 including travel, flights, and processing time.**
- **Ashland Police Department enforces illegal camping on City lands inside and outside the City limits. USFS follows up in watershed. All under current resources and budgets.**

2019 Patrol Results

- **22 Days/39 flight hours, from July 17 to September 19th**
- **Recorded nine incidents that required follow up:**
  - **Eight illegal camping incidents (seven on City, two on USFS)**
    - **One arrest for outstanding warrants**
    - **One recovered and returned purse**
  - **One suspected fire incident investigated (old burn pile, no fire) by Ashland Fire & Rescue**

2020 Adjustments Anticipated

- **Fire Season Started a Month Early at May 1st**
- **Longer season expected, adjustments by days/week will be made to stay in budget**
- **May – June – July Climate Predictions show strong chances of warmer than normal and drier than normal conditions.**
- **Strong chances of warmer than normal continue July-September**



Recommendations from the Cost Review Ad-Hoc Committee

First, I would like to thank the appointed members of the Citizen Budget Committee who gave their time, talents and energy to the Cost Review ad-hoc committee over the seven months of meetings we convened, most of those months meeting twice in the month, well over thirty hours of meeting time. They were, in alphabetical order, Jim Bachman, Shane Hunter, Shaun Moran, and Mike Morris. We were also joined by former budget committee member and chair, Roberta Stebbins and former finance director Mark Welsh. I would also like to thank my council colleagues who help throughout the process, Councilor Akins and Councilor Seffinger. We had great staff assistance with Kelly Madding and Bryn Morrison, as well as, the support for minutes and website postings from our City Recorder Melissa Huhtala. The consensus, I think, of the group is that the process was a rigorous look at the General Fund, taking it apart in pieces and a deep dive on many issues, and that the time was well spent and productive. We had robust and direct discussions about each element in the General Fund. It needs to be noted, however, an ad-hoc does not make decisions, they make recommendations. Our role was in part to study and to review, in part to gather information for further council study (see our page on the website – there is a ton of information) and to point to where further study and decision is needed by the council. Each recommendation needs further study by council, some resources applied to aid decisions, and then policy decisions developed, vetted and put forward for passage. This is the work of council. I am grateful for the people who stepped up and dedicated their time and efforts to this endeavor. I think it was a great success and something council should consider using the budget committee for further review of funds in the future.

We started in late July with a simple get together meeting to nail down meeting schedules and preferences and then started in earnest in September of last year and concluded in February. What follows is a brief description of our recommendations. I would recommend we place these items on a study session schedule in order to both inform the community and ourselves further. I would advise against trying to parse this out tonight, instead give direction to staff on process and any additional items we might want to combine with the work from the ad-hoc committee.

1. Review closely the total compensation package of all employees as needed overtime specifically looking at, but not limited to, costs related to PERS, Healthcare, COLA's and HRAVEBA.

   Our recommendation is for the council to set a study session for staff to present the work and recommendation of the ad-hoc committee. We recommend that the time is coming, some suggest, has already come, that the city cannot simply continue to afford to increase benefits in this regard and the city must look to lower these costs. The PERS match and Healthcare match is of specific concern. This would require negotiating different elements of the various collective bargaining with the various union represented employees. We recognize this means more cost to employees but the item needs to be studied by council and decided, one way or another. Guidance given to those who are instrumental in the CBA process. A study session should include Human Resources and the City Attorney.

   This item can be potentially combined with Items 6 & 7 on the recommendations list.

2. Review the ambulance service and study it as a unit of the Fire Department and provide future direction by June 30, 2020 to the letter of intent deadline for the five-year Ambulance Service Area contract.

   The ad-hoc committee recommends the council hold a study session, more likely a couple of study sessions, to review the extensive work of the ad-hoc and the materials that were gathered to study this issue. The decision that needs to be made, one way or another, is whether we will answer the County's RFQ process for ambulance service in our ASA. It is a vitally important decision that needs to be made. Let me say – a decision of this nature should always be well vetted in the community as well. However, it is the council that needs to become fully educated to the multiple considerations that will make up this decision and consider what is best for the community based on cost and effectiveness of service.

   On our website page are video presentations by Ashland Fire Department and Mercy Flights. I recommend viewing these videos, and perhaps having both agencies present at a study session.

   I suggest one of the most important elements to aid our discussion and decision is for an independent review of the full costs of the ambulance service. This should not, in my opinion, be developed by staff, not because of a trust factor on our part but for the community reaction and trust in any decision that will be made by this body. I have discussed this with our audit firm and they often do specific work such as this and I believe we should consider having them provide the independent look at the ambulance service.

   Items #3 & #4 should be included in the study sessions on the Fire Department.

3. Review the recommended levels of response for the Fire Department and what level of service is provided on different levels of calls.

   Some fire departments do not roll their fire trucks with every ambulance call as we do. This policy question needs to be studied by the council and decided for this community.

4. Consider removing the model of staffing of the Fire Department with only Paramedics and look at a team model of Paramedic/EMT.

   Our present paramedic system is more expensive than a paramedic/EMT team. Cost and quality decisions need to be made.

5. Direct staff to advise definitive ways where they could streamline operations with the goal of creating a meaningful cost/benefit review of series offered and that also creates efficiencies and reduces costs.

   This is the contrast of proactive decision making by staff or directed cost cutting by oversight bodies. Before COVID 19, the need was to decrease the resources used in the General Fund. The directed question to staff for this item was "What would you bring forward if we asked you to cut 10% from the General Fund budget?" We did not demand an answer to this question, for obvious reasons, but it does illustrate the need for administrative staff to plan the "cuts" needed in the future before the cuts are demanded by a policy making body. This is a complex series of questions and study. We very much need a fully functioning finance department in order to dig into these kinds of questions effectively.

6. Consider outsourcing services with the goal of reducing costs.

   Our committee felt that there are a number of outsourcing opportunities to be considered. Payroll outsourced is one example. Perhaps some of CommDev's work. This requires much the same pro-active effort as discussed in #5.

7. Review the essential and value-added services list for the General Fund.

   As we consider the list provided in the staff report we need to very seriously consider things that we have supported in the past and decide if they are viable in the present and future. That was our thinking as a committee pre-COVID 19. Now I think it is essential we reserve as much of our resources for the longer term as we can.

Finally, a personal note – not discussed with the committee. As we move to review departments of the General Fund in order to make critical decisions it is important that everyone keep the process in context. We have a choice – to decide actively, or let the conditions decide for us, reactively. Part of that ship has already sailed and we are in waters

that are dictating to us many of the answers – we already know the General Fund will be hard hit by the pandemic. But, we also have the opportunity to be thoughtful in our planning for the future. It will take years to overcome the impacts of the virus, and a strong case can be made that we will never return to pre-COVID conditions or spending. The sooner we embrace that, the better we will learn to effectively deal with the conditions in which we operate. This council has some very serious decisions to make, and we need to get to them quickly…but thoughtfully.