

Ashland City Council Look Ahead

Note: This is a DRAFT schedule of future agenda items and is subject to frequent changes.

	AGENDA ITEM:	MEETING	RESPONSIBLE DEPARTMENT	LEAD STAFF	FORMAT
1	General Fund Financial Plan	June 15 - Study Session	Administration/Finance	Adam Hanks adam.hanks@ashland.or.us Bryn Morrison bryn.morrison@ashland.or.us	Presentation
2	Bee City USA Proclamation - A proclamation designating National Pollinator Week and recognizing Ashland as an affiliate of Bee City USA.	June 16 - Regular Business Meeting	Administration	Mayor Stromberg john@council.ashland.or.us	Presentation
3	COVID-19 Update & Extension of COVID-19 Emergency Declaration - Update on current COVID-19 situation and extending the emergency declaration.	June 16 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
4	Award of Public Improvement Contract for Street Slurry Seals - Contract with Doolittle Construction, Inc. for \$310,712.23 to slurry seal streets improving the roadway surfaces, protecting the underlying pavement and extending life on residential roads.	June 16 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
5	Pathway Contracts for Janitorial Services - Approval of contracts for janitorial services with Pathway for office facilities throughout the City and Parks and Recreation.	June 16 - Regular Business Meeting	Public Works/Parks /Fire	Mike Morrison michael.morrison@ashland.or.us Michael Black michael.black@ashland.or.us David Shepherd david.shepherd@ashland.or.us	Consent
6	Approval of Liquor License for Wild Goose Café & Bar - Per AMC 6.32, Council will approve recommendations to the OLCC concerning granting, denying, modifying, or renewing of all liquor licenses within the city.	June 16 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
7	Approval of Liquor License for the Ashland Independent Film Festival - Per AMC 6.32, Council will approve recommendations to the OLCC concerning granting, denying, modifying, or renewing of all liquor licenses within the city.	June 16 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
8	Approval of Liquor License for Saltworks - Per AMC 6.32, Council will approve recommendations to the OLCC concerning granting, denying, modifying, or renewing of all liquor licenses within the city.	June 16 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
9	Public Hearing for BN 2019-21 Budget Approval Resolutions Levying Property Taxes, Qualifying, and Receiving State Subventions - Certifying City of Ashland Services - Per Oregon Budget Law, the City Council is responsible for approving a resolution confirming jurisdictional qualification for state subventions following a public hearing each year.	June 16 - Regular Business Meeting	Finance	Bryn Morrison bryn.morrison@ashland.or.us	Public Hearing and Resolution
10	Public Hearing and First Reading of Open Space Ordinance Amendment - This item is a public hearing and first reading regarding a series of ordinance amendments to the Ashland Municipal Code (AMC) Title 18 Land Use to update and clarify the open space requirements for multifamily and single-family housing developments.	June 16 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Public Hearing and First Reading



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11	Update/Discussion of Finance Director Recruitment - Staff will update the City Council on the Finance Director recruitment and selection process. Finance Director interviews will be conducted in a closed Executive Session. Staff will propose selection criteria to be used during interviews and allow for Council discussion. After considering public input, Council will be asked to formally adopt selection criteria to be used during interviews for Finance Director.	June 16 - Regular Business Meeting	HR	Tina Gray tina.gray@ashland.or.us	New Business
12	Food & Beverage Tax Revenue Shortfall Plan – This item is intended to provide initial draft ordinance language options that modify the distribution of Food and Beverage Tax revenues to the Wastewater Fund and Street fund in order to resolve projected revenue shortfalls for the remainder of the 2019-21 Biennium.	June 16 - Regular Business Meeting	Administration/Finance	Adam Hanks adam.hanks@ashland.or.us Bryn Morrison bryn.morrison@ashland.or.us	New Business
13	Downtown Street Closures – City staff will provide information on the process and cost to close East Main Street from Church Street to Gresham Street each weekend during the months of July and August to encourage activity in the downtown core in a way that is safe for pedestrians while allowing businesses to utilize the additional outdoor public space for business expansion to offset the COVID -19 restrictions in place. Main Street is State controlled facility and any closures require ODOT approval.	June 16 - Regular Business Meeting	Administration/Public Works	Adam Hanks adam.hanks@ashland.or.us Scott Fleury scott.fleury@ashland.or.us	New Business
14	Review and Staff Direction for Ambulance Service Financial Review – This item is a follow up request by Council from the June 2 Business Meeting to consider whether to direct staff to prepare a formal Request for Proposals (RFP) for consultant services contract for a financial analysis of the Ambulance Service. This also includes discussion for staff direction on the scope of work and intended deliverables for such a contract.	June 16 - Regular Business Meeting	Fire	David Shepherd david.shepherd@ashland.or.us	New Business
15	Update on City Hall, Community Center, and Pioneer Hall - Discussion by Council on moving forward with City Hall, the Community Center, and Pioneer Hall.	June 16 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
16	Ambulance Service Area (ASA) #3 Contract Extension – This item is a follow up request by Council from the June 2 Business Meeting to review and consider whether to direct staff to submit a request to Jackson County for a three year extension of the current ASA #3 contract.	June 16 - Regular Business Meeting	Fire	David Shepherd david.shepherd@ashland.or.us	New Business
17	Use of Force Updates - This item will outline the changes to APD's policy concerning use of force in light of current national events.	July 6 - Study Session	Police	Tighe O'Meara tighe.omeara@ashland.or.us	Presentation
18	Annual Presentation by the Forest Lands Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	July 7 - Regular Business Meeting	Fire	Chris Chambers Chris.Chambers@ashland.or.us	Presentation
19	Request for Proposal (RFP) to Provide Internet Bandwidth - approval of a RFP requesting proposals from companies interested in providing internet bandwidth, monitoring the City's internet bandwidth needs, and managing the network routing of the internet bandwidth.	July 7 - Regular Business Meeting	AFN	Adam Hanks adam.hanks@ashland.or.us	Consent
20	Memorandum of Understanding (MOU) with Addictions Recovery Center (ARC) - This MOU continues the relationship between the APD and ARC to allow ARC to care for community members who are too intoxicated to care for themselves under ORS 430.399.	July 7 - Regular Business Meeting	Police	Tighe O'Meara tighe.omeara@ashland.or.us	Consent



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21	Oregon Clean Fuels Program - Update on the City's involvement with the Oregon Clean Fuels Program and request to administer credits from the program.	July 7 - Regular Business Meeting	Administration	Stu Green stu.green@ashland.or.us	New Business
22	League of Oregon Cities (LOC) Legislative Priorities - The Council will identify their top four legislative issues, and the survey results will be forwarded to the LOC Board of Directors for final determination as to which will become the LOC's top priorities in the 2021 legislative session.	July 7 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
23	Hersey Street Close Out	July 7 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
24	TOT Allocation Resolution	July 7 - Regular Business Meeting	Finance	Bryn Morrison bryn.morrison@ashland.or.us	Resolution
25	Affordable Housing Standards Update	July 20 - Study Session	Community Development	Bill Molnar bill.molnar@ashland.or.us	Presentation
26	Appointment of SDC Committee members for the Storm Drain Master Plan	July 21 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
27	Adoption of the Airport Master Plan	July 21 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
28	Contract Approval IBEW Electrical - Once a tentative agreement has been reached in negotiations, Council will be asked to ratify the agreements and authorize the City Administrator and Mayor to sign the new Labor Agreement with the IBEW Electrical Union.	June 21 - Regular Business Meeting	HR	Tina Gray tina.gray@ashland.or.us	Ordinances, Resolutions, and Contracts
29	Contract Approval IBEW Clerical/Technical - Once a tentative agreement has been reached in negotiations, Council will be asked to ratify the agreements and authorize the City Administrator and Mayor to sign the new Labor Agreement with the IBEW Clerical/Technical Union.	June 21 - Regular Business Meeting	HR	Tina Gray tina.gray@ashland.or.us	Ordinances, Resolutions, and Contracts
30		August 3 - Study Session			
31	Proclamation for Hiroshima & Nagasaki Day (Peace House) - proclamation recognizing Hiroshima Day and Nagasaki Day and announcing vigil activities for both.	August 4 - Regular Business Meeting	Administration	Mayor Stromberg john@council.ashland.or.us	Presentation
32	Public Hearing Annexation of 1511 Highway 99	August 4 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Public Hearing
33	Adoption of the Water Master Plan	August 4 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business



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34	Update/Discussion Finance Director Recruitment - Staff will update the City Council on the Finance Director recruitment and selection process. Finance Director interviews will be conducted in a closed Executive Session. Staff will propose selection criteria to be used during interviews and allow for Council discussion. After considering public input, Council will be asked to formally adopt selection criteria to be used during interviews for Finance Director.	August 4 - Regular Business Meeting	HR	Tina Gray tina.gray@ashland.or.us	New Business
35	Update/Discussion on Public Works Director Recruitment - Staff will update the City Council on the Public Works Director recruitment and selection process.	August 4 - Regular Business Meeting	HR	Tina Gray tina.gray@ashland.or.us	New Business
36		August 17 - Study Session			
37	Annual Presentation by the Conservation Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	August 18 - Regular Business Meeting	Administration	Stu Green stu.green@ashland.or.us	Presentation
38	Miscellaneous Fees and Utility Rates Resolution - A Resolution to approve changes to the Miscellaneous Fees and Charges Resolution as well as to Utility Rate Resolutions.	August 18 - Regular Business Meeting	Finance	Bryn Morrison bryn.morrison@ashland.or.us	Public Hearing and Resolution
39		August 31 - Study Session			
40	Annual Presentation by the Climate Policy Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	September 1 - Regular Business Meeting	Administration	Stu Green stu.green@ashland.or.us	Presentation
41	One Year Review Ordinance 3176	September 1 - Regular Business Meeting	Police	Tighe O'Meara tighe.omeara@ashland.or.us	Presentation
42	Proclamation for Home Inventory Week - Proclamation recognizing National Home Preparedness Month and Home Inventory Week in Ashland.	September 1 - Regular Business Meeting	Fire	David Shepherd david.shepherd@ashland.or.us	Presentation
43	Adoption of the TAP Master Plan	September 1 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
44		September 14 - Study Session			
45	Annual Presentation by the Airport Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	September 15 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
46		October 5 - Study Session			



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47	Proclamation for Indigenous Peoples' Day - Proclamation recognizing Indigenous Peoples' Day in Ashland as the second Monday in October.	October 6 - Regular Business Meeting	Administration	Mayor Stromberg john@council.ashland.or.us	Presentation
48	Annual Presentation by the Public Arts Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	October 6 - Regular Business Meeting	Community Development	Aaron Anderson aaron.anderson@ashland.or.us	Presentation
49	Update/Discussion regarding City Manager Recruitment - Staff will update and allow the City Council to discuss the City Manager recruitment and selection process.	October 6 - Regular Business Meeting	HR	Tina Gray tina.gray@ashland.or.us	New Business
50		October 19 - Study Session			
51	Award of Final Engineering for Dam Safety Improvements	October 20 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
52		November 2 - Study Session			
53		No Business Meeting - June 3			
54		November 16 - Study Session			
55	Annual Presentation by the Housing and Human Services Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	November 17 - Regular Business Meeting	Community Development	Linda Reid linda.reid@ashland.or.us	Presentation
56		November 30 - Study Session			
57	Annual Presentation by the Planning Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	December 1 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Presentation
58	Adoption of Storm Drain Master Plan	December 1 - Regular Business Meeting	Community Development	Scott Fleury scott.fleury@ashland.or.us	New Business
59		December 14 - Study Session 5:00 PM			
60	Acceptance of Fiscal Year 2020 (2019/2020) Comprehensive Annual Financial Report (CAFR) and Component Unit Financial Report (CUFR) - The CAFR for the City and the CUFR for Parks and Recreation is prepared each year as part of the state-required audit by an independent, certified and municipally licensed auditor. Council must review and accept both reports annually.	December 15 - Regular Business Meeting	Finance	Bryn Morrison bryn.morrison@ashland.or.us	New Business



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<u>Commission Presentation Dates - 2020</u>
February 4 - Transportation Commission
March 17 - Tree Commission
April 21 - Historic Commission
May 5 - Wildfire Safety Commission
June 2 - Band Board
July 7 - Forest Lands Commission
August 18 - Conservation Commission
September 1 - Climate Policy Commission
September 15 - Airport Commission
October 6 - Public Arts Commission
November 17 - Housing & Human Services Commission
December 1 - Planning Commission

TO BE SCHEDULED	
5G Right of Way	Legal/PW/Harris LOC
Adoption of the Storm Drain Master Plan (12/1/2020)	Public Works
Alarms Permit Ordinance	Police/Admin Services
Amendment to Street CIP	Public Works
Approval of a Professional Services Contract – Ashland Street Overlay and Improvements	Public Works
Citizens' Budget Committee Appointments	Melissa Huhtala
Climate Policy Commission Process	Administration
Discussion regarding the seismic code	Comm Dev & Building Next Biennium new to CC
Electric Scooter Ordinance	Legal/Admin
East and West Forks Pipeline Rehabilitation award of Construction Contract	Public Works
Fourth and First Quarter Financials (November)	Admin Services
Housing (after state ruling)	Legal/Comm Dev
Management Resolution (after IBEW negotiations)	HR
Marijuana Ordinance - Medical vs Retail	Molnar/Lohman
Purchasing Ordinance	Admin Services/Legal
Review of City Assets	Public Works/Admin
Street Financing (Fall)	Admin Services/Public Works
Update on Water Treatment Plant Project, Envision Program and 60% Design	Public Works
Vertical Housing Development Zone	Community Development
Wastewater Collections System award of a Construction Contract for Cured In Place Pipe Improvements	Public Works



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REOCCURRING EVENTS

GFOA Budget Award	First Meeting in February after Budget Year
TOT Tourism Resolution	First Meeting in March?
Proclamation for Arbor Week (Tree Commission)	Second Meeting in March
Proclamation for Independent Media Week (KSKQ)	First Meeting in April
Commission Reappointments	Second Meeting in April
Proclamation for National Historic Preservation Month (Historic Commission)	First Meeting in May (or last meeting in April?)
Miscellaneous Fees	May
Proclamation for Flag Day (Elks Lodge)	First Meeting in June (actual day June 14)
Proclamation for Bee City USA (Parks & Rec)	Second Meeting in June
Proclamation for Hiroshima & Nagasaki Day (Peace House)	Before August 6
One Year Review Ordinance 3176	First Meeting in September 2020
Proclamation for Home Inventory Week (Legal & Fire)	First Meeting in September
Proclamation for Indigenous Peoples' Day (SOU on Christopher Columbus Day)	First Meeting in October

