

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 Alameda Fire After Action Review Preliminary Report - A report compiled by the Ashland Emergency Operations Center will be presented on the after action review of the Alameda Fire.	November 30 - Study Session	Admin/HR	Adam Hanks adam.hanks@ashland.or.us Tina Gray tina.gray@ashland.or.us	Study Session
2 Department Head 2020-2021 Work Plan - A work plan based on each Department's work needing Council approval will be presented for the end of 2020 and 2021.	November 30 - Study Session	Admin	Adam Hanks adam.hanks@ashland.or.us	Study Session
3 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
4 Lord Property Donation - Donation of 6.02 acres at the corner of North Mountain Avenue and Nepenthe Road to the Parks and Recreation Department. This donation is continuous with North Mountain Park.	December 1 - Regular Business Meeting	Parks & Recreation	Michael Black michael.black@ashland.or.us	Consent
5 Approval of a Sewer Service Connection within the Urban Growth Boundary at 1104 Paradise Lane - A request before Council to approve a sewer service connection per the Ashland Municipal Code for a property located within the Urban Growth Boundary.	December 1 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
6 Approval of Riparian Land Lease Agreement for Water Quality Temperature Trading Partnership - This agreement will grant granting The Freshwater Trust a 21-year leasehold on specific City properties for the purpose of implementing riparian restoration work in support of the City's multi-year Water Quality Temperature Trading Program Partnership (Program). The agreement will also advance ecological enhancements along the Bear Creek corridor on three adjacent tax lots managed by Ashland Parks and Recreation Commission.	December 1 - Regular Business Meeting	Public Works	Kaylea Kathol kaylea.kathol@ashland.or.us	Consent
7 Resolution No. 2020-15 Social Equity and Racial Justice Council Discussion and Action Identification - Councilor Graham requested this item have a reoccurring place on the agenda for to discuss and identify Council actions. The resolution was approved on July 7, 2020 and establishes a formal commitment by the Council, with support from Mayor Stromberg, to recognize and take action to "move forward with purpose in order to provide immediate support for advocacy efforts while putting in place the elements necessary for long-term systemic change".	December 1 - Regular Business Meeting	Administration	Councilor Graham tonya@council.ashland.or.us	Unfinished Business



Ashland City Council Look Ahead

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

8	<p>Ashland Community Smoke Response Plan Approval - The Community Response Plan (CRP) is a requirement of Oregon DEQ and ODF under the State's 2019 Smoke Management Plan. The Ashland Forest Resiliency Project, City, and Parks forestland controlled burn projects have lagged due in part to smoke management regulations that prohibit certain levels of smoke in the community for even one hour. To accomplish critical burning for community and watershed protection and forest health, an exemption to the 1-hour rule can be granted to communities who gain approval of a CRP that outlines community communication and smoke mitigation strategies. Ashland received a \$25,000 grant from DEQ to complete our plan, which needs Council approval and Jackson County concurrence to be forwarded on to the State.</p>	<p>December 1 - Regular Business Meeting</p>	<p>Fire</p>	<p>Chris Chambers chris.chambers@ashland.or.us</p>	<p>New Business</p>
9	<p>Update on Fire Chief Recruitment - With the recent retirement of Fire Chief David Shepherd, the Mayor and Interim City Administrator presented the City Council with a concept to fill the position through a partnership with Jackson County Fire District 3. The concept was formally presented at the September 15, 2020 Council Business Meeting and was brought forward to Council again on November 2 and 17 that included the final candidate to fill the position.</p>	<p>December 1 - Regular Business Meeting</p>	<p>Administration</p>	<p>Adam Hanks adam.hanks@ashland.or.us</p>	<p>New Business</p>
10	<p>Approval of Contract for City Manager Pro Tem - The initial contract for Adam Hanks as Interim City Administrator expires on December 31, 2020. The time necessary for decision on a process for selecting a City Manager, recruitment, interviewing, and possible relocation could well mean the position will need to be filled on a temporary basis until at least June 30, 2021 and possibly longer.</p>	<p>December 1 - Regular Business Meeting</p>	<p>Human Resources & Legal</p>	<p>Tina Gray tina.gray@ashland.or.us Dave Lohman david.lohman@ashland.or.us</p>	<p>Ordinances, Resolutions, and Contracts</p>
11	<p>Financial Policies - The Council will be asked to adopt updated City of Ashland financial policies and Resolution No. 2020-26 Intended Sources and Uses of Funds Accumulated for and in the Reserve Fund.</p>	<p>December 1 - Regular Business Meeting</p>	<p>Finance</p>	<p>Melanie Purcell melanie.purcell@ashland.or.us</p>	<p>Ordinances, Resolutions, and Contracts</p>
12	<p>Biennium 2019-2021 Budget Amendment - This amendment will update the budget to reflect debt payments from balances. Council will be asked to approve Resolution No. 2020-25 Adopting a Supplemental Budget for Changes to the 2019-21 Biennial Budget.</p>	<p>December 1 - Regular Business Meeting</p>	<p>Finance</p>	<p>Melanie Purcell melanie.purcell@ashland.or.us</p>	<p>Ordinances, Resolutions, and Contracts</p>
13	<p>Continuation of Public Hearing and First Reading of Grand Terrace Annexation - This item was moved from the November 17 Business Meeting. A request for Annexation of a 16.87-acre parcel and Zone Change from County RR-5 Rural Residential) to City R-2 (Low Density, Multi-Family Residential) for the properties located at 1511 Highway 99 North. The annexation is to include adjacent railroad property and state highway right-of-way, and would remove the properties from Jackson County Fire District 5 as well. The application includes conceptual details for the future phased development of 196 apartments in 14 two-story buildings, however Outline Plan subdivision and Site Design Review development approvals are not requested here, and would be applied for subsequent to annexation.</p>	<p>December 1 - Regular Business Meeting</p>	<p>Community Development</p>	<p>Bill Molnar bill.molnar@ashland.or.us</p>	<p>Ordinances, Resolutions, and Contracts</p>
14	<p>Second Reading Amending the Land Use Ordinance Relating to Affordable Housing Standards - Revisions to the City's affordable housing resolution, resale restriction agreements, and the Ashland Land Use Ordinance relating to requirements for affordable housing.</p>	<p>December 1 - Regular Business Meeting</p>	<p>Community Development</p>	<p>Bill Molnar bill.molnar@ashland.or.us</p>	<p>Ordinances, Resolutions, and Contracts</p>



Ashland City Council Look Ahead

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

15		December 14 - Study Session			
16	Annual Presentation by the Conservation and Climate Outreach Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	December 15 - Regular Business Meeting	Conservation	Stu Green stu.green@ashland.or.us	Presentation
17	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	December 15 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
18	Award of a Professional Services Contract to Galardi Rothstein Group for Water and Storm Drain System Development Charge Updates - The Council will be asked to award a professional services contract with Galardi Rothstein Group, who were selected through a request for proposal process to update the City's water and storm drain system development charges.	December 15 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
19	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	Melanie Purcell melanie.purcell@ashland.or.us	New Business
20	Resolution No. 2020-27 - A Resolution Declaring the Canvass of the Vote of the Election Held in and for the City of Ashland, Oregon on November 3, 2020	December 15 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Ordinances, Resolutions, and Contracts
21	First Reading of the Food & Beverage Tax Allocation Ordinance - This item will revise the current Food & Beverage Tax Allocation Ordinance to remove the completed debt obligation and allocate resources.	December 15 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
22	Second Reading and Findings Adoption of Grand Terrace Annexation - A request for Annexation of a 16.87-acre parcel and Zone Change from County RR-5 Rural Residential) to City R-2 (Low Density, Multi-Family Residential) for the properties located at 1511 Highway 99 North. The annexation is to include adjacent railroad property and state highway right-of-way, and would remove the properties from Jackson County Fire District 5 as well. The application includes conceptual details for the future phased development of 196 apartments in 14 two-story buildings, however Outline Plan subdivision and Site Design Review development approvals are not requested here, and would be applied for subsequent to annexation.	December 15 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Ordinances, Resolutions, and Contracts
23	Council Onboarding Presentations & Ceremonial Swearing In - The Council will be given a presentation on Public Records, Public Meetings, and Ethics Laws. The City Recorder will perform a ceremonial swear in for those newly elected.	January 4 - Study Session	Legal/ Recorder	David Lohman david.lohman@ashland.or.us Melissa Huhtala melissa.huhtala@ashland.or.us	Study Session



Ashland City Council Look Ahead

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

24	Discussion on Budget Committee Appointment Process - As new members of the City Council were active citizen members on the Citizens' Budget Committee, the Council will need to decide on a process and timeline for filling those vacant positions. The new members to Council will still serve on the Committee as Councilors.	January 5 - Regular Business Meeting	Admin/Legal	Adam Hanks adam.hanks@ashland.or.us David Lohman david.lohman@ashland.or.us	New Business
25	Budget Calendar and Assumptions - The Finance Director will present the calendar for the Budget meetings and any assumptions for the budget process.	January 5 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	New Business
26	Election of Council President - The Council will elect a Council President who will serve as the role of Mayor at meetings when the Mayor is absent.	January 5 - Regular Business Meeting	Administration	Council council@ashland.or.us	New Business
27	Juneteenth Celebration Discussion - Council will discuss planning and implementing a celebration for Juneteenth.	January 5 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
28	Second Reading of the Food & Beverage Tax Allocation Ordinance - This item will revise the current Food & Beverage Tax Allocation Ordinance to remove the completed debt obligation and allocate resources.	January 5 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
29	No 1/18 Study Session - City Closed in Observance of Martin Luther King Jr. Day				
30	State of the City Address - The address will include a year in review, the Mayor's State of the City speech, and the Ragland and Bates Awards.	January 19 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
31	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	January 19 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
32	Approval of a Professional Services Contract for Improvements to the Community Center and Pioneer Hall - The Council will be asked to award a professional services contract for architectural and engineering services to develop plans, specification and estimates for improvements for both facilities to bring them up to full operational use.	January 19 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
33	Council Liaison Appointments - The Mayor appoints Council members to be liaisons to attend City Advisory Body and regional meetings.	January 19- Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	New Business



Ashland City Council Look Ahead

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

34	City Manager Recruitment Process and Job Description Discussion - In the May Special Election, the Citizens of Ashland passed a Charter amendment dictating a change in the City's leadership model from a strong Mayor/Council to one lead by a City Manager. The change to City Manager is effective January 1, 2021. Based on Citizen input, the Council directed staff to create a job description for City Manager, and outline a competitive recruitment and selection process for Council consideration.	January 19 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Unfinished Business
35	Wastewater Treatment Plant National Pollution Discharge Elimination System Permit (NPDES) Presentation - A presentation to the Council on the status of the City's wastewater treatment plant NPDES permit update. The new regulatory permit developed by the Department of Environmental Quality has compliance activities that will need to be completed as part of the City's capital improvement program, including continued work on the shading program, relocation of the existing outfall from Ashland Creek to Bear Creek and construction of treatment wetlands.	February 1 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
36	Annual Presentation by the Transportation Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	February 2 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
37	No 2/15 Study Session - City Closed in Observance of Presidents' Day				
38	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	February 16 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
39	Presentation on the Storm Drain Master Plan - A presentation to Council on the outcomes of the newly developed Storm Drain Master Plan. The plan includes recommendations on code language revisions to be consistent with the City's new MS4 regulatory permit, capital project recommendations and associated financial plan.	March 1 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
40	Citizens' Budget Committee Appointments - Two members of the Citizens' Budget Committee were elected to Council allowing for two citizen vacancies on the Committee. The two new Council members will still serve on the Committee as Councilors.	March 2 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
41	Adoption of the Capital Improvement Program - A request for approval of the 20-Year Capital Improvements Program (CIP) for years 2021-2041. The CIP is based upon each enterprise fund's master plans or system plans, and operational requirements. The CIP provides a full context representation of a 20-year plan along with a focused and detailed 6-year project window.	March 2 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
42	Citizens' Budget Committee Onboarding - The Citizen's Budget Committee members will be invited to join the City Council for a presentation on the City's financial structure as well as the expectations and rules of the Citizens' Budget Committee.	March 15 - Study Session	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Study Session



Ashland City Council Look Ahead

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

43	Proclamation for Arbor Week - Proclamation recognizing Arbor Week in the City of Ashland	March 16 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
44	Annual Presentation by the Tree Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	March 16 - Regular Business Meeting	Community Development	Aaron Anderson aaron.anderson@ashland.or.us	Presentation
45	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	March 16 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
46	Adoption of the TAP Master Plan - A request of the Council to adopt the Talent Ashland Phoenix Intertie (TAP) Master Plan as the associated planning document for the TAP intertie system.	March 16 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
47	Review of Ordinance 3176 - Council had requested to have this review on now expired Ordinance 3176 when there was discussion of renewing the Ordinance in 2020.	April 5 - Study Session	Police	Tighe O'Meara tighe.omeara@ashland.or.us	Study Session
48	Proclamation for Independent Media Week - Proclamation establishing Independent Media Week for the City of Ashland in 2021.	April 6 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
49	Adoption of the Storm Drain Master Plan - A request of the Council to adopt the Storm Drain Master Plan as the new associated planning document for the storm drain system.	April 6 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
50		April 19 - Study Session			
51	Annual Presentation by the Historic Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	April 20 - Regular Business Meeting	Community Development	Maria Harris maria.harris@ashland.or.us	Presentation
52	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	April 20 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
53	Annual Commission Reappointments - Per AMC 2.10, Council reappoints members or appoints new members to the Commissions whose terms expire on April 30, 2021 every year.	April 20 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
54	Presentation on the Water and Storm Drain System Development Charge Updates	May 3 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Study Session
55	Proclamation for National Historic Preservation Month - A proclamation recognizing National Historic Preservation Month within the City of Ashland.	May 4 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
56	First Reading of the Alarm Permits Ordinance	May 4 - Regular Business Meeting	Police/Legal	Tighe O'Meara tighe.omeara@ashland.or.us Katrina Brown katrina.brown@ashland.or.us	Ordinances, Resolutions, and Contracts



Ashland City Council Look Ahead

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

57		May 17 - Study Session			
58	Police Annual Report to Council (Formerly Use of Force Report) - This presentation will include use of force, crime and clearance rates, an update on the enhanced law enforcement area (ELEA) as well as an update on the use of section 10.58 of the Ashland Municipal Code.	May 18 - Regular Business Meeting	Police	Tighe O'Meara tighe.omeara@ashland.or.us	Presentation
59	A Resolution Amending the Miscellaneous Fees and Charges Schedule and Repealing Resolution No. 2020-21 - Council will be asked to approve the annual update to the City and parks miscellaneous fees resolution and booklet	May 18 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts

