

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 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
2 Recognition of Service for Mayor Stromberg and Councilors Rosenthal and Slattery	December 15 - Regular Business Meeting	Administration	Council council@ashland.or.us	Presentation
3 Appointment to the Airport Commission - Per AMC 2.04.090 the Mayor appoints, with consent of the Council, citizens to City advisory bodies.	December 15 - Regular Business Meeting	Administration	Mayor Stromberg john@council.ashland.or.us	Consent
4 Appointment to the Planning Commission - Per AMC 2.04.090 the Mayor appoints, with consent of the Council, citizens to City advisory bodies.	December 15 - Regular Business Meeting	Administration	Mayor Stromberg john@council.ashland.or.us	Consent
5 Appointment to the Public Arts Commission - Per AMC 2.04.090 the Mayor appoints, with consent of the Council, citizens to City advisory bodies.	December 15 - Regular Business Meeting	Administration	Mayor Stromberg john@council.ashland.or.us	Consent
6 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	Consent
7 Approval of Liquor License for the Black Sheep - Per AMC 6.32 Liquor License Review, the City Council makes recommendations to the OLCC liquor license applications applied for within the city limits.	December 15 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
8 Approval of Liquor License for Goldback Wines - Per AMC 6.32 Liquor License Review, the City Council makes recommendations to the OLCC liquor license applications applied for within the city limits.	December 15 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
9 Purchase of a payment kiosk from AdComp Systems, Inc. - Approval is being requested to purchase a payment kiosk from AdComp Systems, Inc. to provide an alternative payment method for residents paying utility bills and to be located at the Civic Center, 1175 E. Main Street.	December 15 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Consent
10 Review and Approval of Letter to Jackson County Fire District 3 and Ashland Firefighters Association regarding Fire Chief IGA - The City Council approved a motion to direct staff to draft a letter expressing Council's regret at developments that have delayed filling the position of Fire Chief of Ashland Fire & Rescue Department ("AF&R"). This agenda item presents staff's draft of such a statement for Council consideration.	December 15 - Regular Business Meeting	Legal	David Lohman david.lohman@ashland.or.us	Unfinished Business



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11	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
12	Discussion of Letter to Jackson County Board of Commissioners supporting Jackson County Public Health Recommendations	December 15 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
13	Resolution to Designate a Vertical Housing Development Zone - The City Council is being asked to review the proposed Vertical Housing Development Zone (VHDZ) and to take action on a resolution designating the VHDZ. The proposed VHDZ in an area surrounding the bus route in the southeastern part of Ashland and would provide a partial property tax exemption in the commercial and employment zones for "mixed use" buildings that include commercial uses on the ground floor and housing units on the upper floors. The VHDZ is located in the recently adopted Transit Triangle overlay.	December 15 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Ordinances, Resolutions, and Contracts
14	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
15	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
	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.	January 5 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
17	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



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18	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
19	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
20	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
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.	January 5 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
22	No 1/18 Study Session - City Closed in Observance of Martin Luther King Jr. Day				
23	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
24	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
25	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
26	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
27	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
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 19 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts



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29	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
30	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
31	No 2/15 Study Session - City Closed in Observance of Presidents' Day				
32	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
33	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
34	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
35	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
36	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
37	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
38	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



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39	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
40	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
41	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
42	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
43	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
44		April 19 - Study Session			
45	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
46	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
47	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
48	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
49	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
50	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
51		May 17 - Study Session			
52	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



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53	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
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