

**DRAFT MINUTES FOR THE REGULAR MEETING  
ASHLAND CITY COUNCIL**

**Tuesday, June 7, 2022**

**Council Chambers**

**1175 E. Main Street**

**View on Channel 9 or Channels 180 and 181 (Charter Communications) or live stream via  
rvtv.sou.edu select RVTV Prime.**

**6:00 PM Regular Business Meeting\***

**I. CALL TO ORDER**

Mayor Akins called the Business Meeting to Order at 6:00 PM.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Councilors' Hyatt, Moran, DuQuenne and Jensen were present. Councilors' Graham and Seffinger were absent.

**IV. MAYOR'S ANNOUNCEMENTS**

Land Acknowledgement\*\*

DuQuenne read the acknowledgment into the record.

**DuQuenne/Hyatt moved to add to agenda for the potential agenda item extension of the Pallet House services at 2082 East Main Street be added to the Agenda. Discussion: DuQuenne spoke to the importance of the issue. Voice Vote: All Ayes. Motion passed unanimously.**

**V. APPROVAL OF MINUTES**

**1. Business Meeting of May 17, 2022**

**Hyatt/ Moran moved to approve the minutes. Discussion: None. Voice Vote: All Ayes. Motion passed unanimously.**

Minutes of Boards, Commissions and Committees\*\*\*

**VI. SPECIAL PRESENTATIONS & AWARDS**

1. James M. Ragland Memorial Volunteer Spirit Service Award (*postponed to a future meeting*).
2. Alan C. Bates Public Service Award (*postponed to a future meeting*).

## VII. PUBLIC FORUM

Linda Peterson Adams -Ashland – Spoke regarding citizen commission appointments (*see attached*).

## VIII. CITY MANAGER REPORT

City Manager Jeff Lessard gave the City Manager Report Items discussed were:

- Special Meeting June 14<sup>th</sup>.
- Digital Advertising June 14<sup>th</sup>.
- Covid protocols
- UB building doors closed.

## IX. CONSENT AGENDA

1. Approval of a Liquor License for Ashland Wine Cellar
2. Automated External Defibrillators Grant Authorization
3. Housing Insecurity Grant Acceptance (SB 5561 State Grant)

**Jensen/Moran moved to approve Items 1&2. Discussion: None. Voice Vote: All AYES. Motion passed unanimously.**

**Hyatt pulled Item 3.**

Staff explained the process of the Grant.

**Hyatt/DuQuenne moved to accept the award of \$1,000,000 in State of Oregon Department of Administrative Services funding and approve the appropriation of the funds to the Housing Program. Discussion: None. Voice Vote: All Ayes. Motion passed unanimously.**

## X. PUBLIC HEARINGS

## XI. UNFINISHED BUSINESS

Potential Emergency Agenda Item Extension of Pallet House services at 2082 E. Main Shelter.

Lessard gave a Staff report.

**Jensen/DuQuenne moved that Council authorize into a lease service contract or grant agreement with a nonprofit entity for the extension of shelter operations at 2082 E. Main for an approximate 5 week period. The corresponding lease extension service will also include time to decommission the shelter site and shelter operations. Necessary funding if needed will come from the Community Development biennium budget not to exceed \$12,000. Discussion:** Jensen spoke that this is something that needs to be done. DuQuenne spoke that she is excited to move forward with this. She thanked all. Hyatt spoke in appreciation of the program. **Roll Call Vote: Hyatt, Moran, DuQuenne and Jensen: YES. Motion passed unanimously.**

## XII. NEW AND MISCELLANEOUS BUSINESS

### 1. Briscoe School Lease Extension Approval

Public Works Director Scott Fleury gave a brief Staff Report.

Council discussed options.

**Jensen/Hyatt moved approval of a three (3) year lease extension as allowed by Section 1 of the current lease with the Oregon Childhood Development Coalition for the Briscoe Property. Discussion:** Jensen spoke that this is wise to do. Hyatt spoke to the importance of this program. **Roll Call Vote: DuQuenne, Jensen, Hyatt and Moran: YES. Motion passed unanimously.**

### 2. Coordinated Water Rights Management and Water Sharing Plan Intergovernmental Agreement *(postponed to a future meeting).*

**DuQuenne suggested this item be brought back to Council as a Study Session. Moran agreed. It was decided to bring this item back to a future Council Study Session.**

### 3. Approval of a Sole Source Purchase from Andritz Separation Technologies – Wastewater Centrifuge

Fleury gave a Staff report.

Council discussed options and fiscal impacts.

**Jensen/Hyatt moved to approve a Sole Source purchase with Andritz Separation Technologies in the amount of \$452,400.00 and authorize the City Manager to sign the contractual agreement. Discussion –** Jensen spoke to the importance to this motion and to maintain central services. Hyatt spoke in support to the motion and that the Community values

their infrastructure. Moran spoke in appreciation of the work that has been done and will support the motion. **Roll Call Vote: Moran, Jensen, Hyatt and DuQuenne: YES. Motion passed unanimously.**

## **ORDINANCES, RESOLUTIONS AND CONTRACTS**

### **1. First Reading of an Ordinance regarding Transient Lodging Tax**

Chan gave a staff report.

**Hyatt/Gina moved to approve First Reading of Ordinance No. 3209. Discussion:** Hyatt spoke in support of the motion. Roll Call Vote: Jensen, Moran, Hyatt and DuQuenne: YES. **Motion passed unanimously.**

### **2. Supplemental Budget and Resolution**

Fire Chief Ralph Sartain gave a brief Staff report.

**Jensen/Hyatt moved to adopt Resolution 2022-17 authorizing a 2021/23 supplemental budget. Discussion:** Jensen thanked Chief and Chan for their work. Hyatt thanked Staff and spoke in support of the motion. **Roll Call Vote: Hyatt, Moran, DuQuenne and Jensen: YES. Motion passed unanimously.**

### **3. A Resolution Authorizing a Decrease in the Loan Amount From the Safe Drinking Water Revolving Loan Fund by Entering into a Financing Contract with the Oregon Infrastructure Finance Authority (*postponed to a future meeting*).**

Public Input –Peter – Ashland – Spoke regarding outdoor dining.

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

## **XV. ADJOURNMENT OF BUSINESS MEETING**

**Moran/Hyatt moved to adjourn the Council Business Meeting at: 7:25 PM.**

**The Council Business Meeting was adjourned at: 7:25PM**

**Respectfully Submitted by:**

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**City Recorder Melissa Huhtala**

**Attest:**

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**Mayor Akins**

\*Items on the Agenda not considered due to time constraints are automatically continued to the next regularly scheduled Council meeting [AMC 2.04.030.(D)(3)]

**\*\*LAND ACKNOWLEDGEMENT**

We acknowledge and honor the aboriginal people on whose ancestral homelands we work—the Ikirakutsum Band of the Shasta Nation, as well as the diverse and vibrant Native communities who make their home here today. We honor the first stewards in the Rogue Valley and the lands we love and depend on: Tribes with ancestral lands in and surrounding the geography of the Ashland Watershed include the original past, present and future indigenous inhabitants of the Shasta, Takelma, and Athabaskan people. We also recognize and acknowledge the Shasta village of K'wakhakha - "Where the Crow Lights" - that is now the Ashland City Plaza.

\*\*\*Agendas and minutes for City of Ashland's Boards and Commissions meetings may be found at the City's website, <https://www.ashland.or.us/Agendas.asp> . Use the View By box to select the Board or Commission information you are seeking.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Manager'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).

shelter use. A transfer of existing lease or new lease would be expected to terminate on July 31, 2022 allowing the five-week transition of current residents to alternative shelter plus time for site decommissioning. The City will be informed should any changes be necessary to temporarily accommodate another non-profit to assist and/or oversee operations through the five-week transition period.

- Staff recommends that \$12,000 in the current Community Development budget be reserved for potential shelter and pallet house relocation related expenses. The City Manager's deficit reduction of the Community Development budget will be adjusted to assure the availability of this funding.

### **POLICIES, PLANS & GOALS SUPPORTED**

Not Applicable

### **PREVIOUS COUNCIL ACTION**

Not Applicable

### **BACKGROUND AND ADDITIONAL INFORMATION**

See above

### **FISCAL IMPACTS**

TBD

### **ACTIONS, OPTIONS & POTENTIAL MOTIONS**

The action necessary by the City Council to accomplish the emergency extension of the pallet house operations at their current location is to authorize the City Manager to enter into a lease, service contract or grant agreement with a non-profit entity, potentially including SOJWJ, for the extension of shelter operations at 2082 E. Main St. for an approximate five-week period in order to allow the current pallet house residents to transition to alternative shelter locations. The corresponding lease extension, service contract or grant agreement will also include time to decommission the shelter site and shelter operations insurance coverages. Necessary funding, if needed, will come from the Community Development Department biennium budget for a not to exceed amount of \$12,000.

### **REFERENCES & ATTACHMENTS**

None

Madame Mayor, Councilors, both present and absent, City Manager, Deputy Manager and City Recorder,

*I have come to this body before to voice my opinions and explanations of the importance of Citizen Commissions and the role they play in supporting public engagement. Most policy decisions made by Council have had their beginnings of public deliberation in Citizen Standing Commissions.*

*Commissions learn in detail what options are being considered and how ideas are being structured and how proposals are being formed. In fact, Commissions are an integral part of public engagement. **A veritable canary mused a past interim City Manager.** They volunteer and commit to three years of study and action and make considered recommendations to the quasi- judicial Planning Commission and/or the Council.*

*At least one Staff member is assigned to work with each advisory commission or board. The staff liaison provides professional guidance, continuity, and insight into City policy and helps research funding sources, the legalities of putting forward action items and code compliance.*

*Councilors, too, are assigned as liaisons to Commissions, completing the circle of communication from Council to Staff through Citizen Commissions to Council. You were witness to some of these recommendations from the Housing and Human Services Commission just yesterday.*

***The May 23 and 24th Council Marathon Meetings, continued the all important work of strategic planning and transition to the City Manager form of government. In that, Mr. Lessard outlined a completely new structure for the Commission Advisory System.***

*I thoroughly support deliberation concerning improving efficiencies in the current system and its role in advising the Council on policy. This will likely take hours of Council, administrative and legal time to restructure the system, improve communication and revise ordinances. Until then, Commissions should still be allowed to meet and discuss and carry on with the all important work that they have been legally charged to do. In addition, they should be included in these deliberations and asked for their opinions about efficiencies, communication enhancement, and their*

*responsibilities as an important link to civic engagement, the cornerstone of our democracy.*

*Reappointments and appointments to Commissions should have been made at the first Council Business Meeting in May as terms ended on April 30 and commissioners sent their reapplication or resignation letters by this time. (Thanks here goes to our City Recorder for making sure commissioners knew what the timetable was to complete these documents as proscribed). Council approval for these reappointments have not been made and the important work that Commissions do has come to a standstill. While Commissions can meet and hold presentations and discussions on their Agenda with or without a quorum (according to AMC 2.10.040) voting on motions is not allowed and elections for chair and vice chair cannot be made.*

***I ask that the City Manager and Mayor with the Council's direction get these reappointments and appointments onto the next Agenda so that these voluntary citizen Commissions can continue the all important work that they do until such time as a new plan is adopted.***

*Thank you for all the time you put into this community and your appreciation of the time that volunteer commissions put into advising you on the in depth considerations under their purview.*

*Linda Adams 6/7/22 Public Forum testimony*