



City Administrator's Report

Adam Hanks, Interim City Administrator

JULY 21, 2020

The City Administrator's Report showcases current events facing the City externally and internally since the last Council meeting, while highlighting City accomplishments.

STATE OF OREGON COVID-19 EVICTION MORATORIUM

In March, Governor Kate Brown issued Executive Orders [20-11](#) and [20-13](#) placing a temporary moratorium on evictions. In May, the City Council issued a letter to commercial building owners to help with rent relief as needed.

On June 26, 2020, the legislature passed [HB 4213](#) to protect tenants from being evicted or charged late fees on unpaid rent until October 1, 2020. After October 1, 2020 only evictions and notice of terminations can be issued for reasons other than rent not being paid during the eviction moratorium (April 1, 2020 to September 30, 2020). Tenants will have until March 31, 2021 to pay back any rent not paid during April 1, 2020 to September 30, 2020. However, starting October 1, 2021 landlords can give notice asking the tenant if they plan to use this six month grace period for paying back rent. Tenants must reply within 14 days to the landlord otherwise the landlord can charge half a month's rent as a penalty. If the tenant indicates they will use the grace period, but fails to pay back rent by March 31, 2021, the landlord can start the eviction process on April 1, 2021.

If a landlord is in violation, a tenant can get a court order allowing them to move back into their home and sue the landlord for three months' rent. Tenants can use the following resources if the landlord is in violation:

- Write to the landlord that they are violating the law;
- Contact the [Oregon Law Center or Legal Aid Services of Oregon](#);
- Contact the [Community Alliance of Tenants](#); and/or,
- Contact the [Oregon State Bar's lawyer referral service](#).

[Click here for further details on the new law, FAQs, and a sample letter tenants using the grace period can send to their landlords.](#)

EAST MAIN STREET CLOSURES

Friday, July 10 kicked off the first closures of parking spaces on East Main Street downtown for additional space along the sidewalk to accommodate outdoor dining and shopping.

The Ashland Chamber of Commerce surveyed businesses along the downtown section on East Main Street to see what businesses were interested in participating and having parking spaces in front of their businesses closed off.

The Streets Division installed temporary ADA ramps to the street, cone/barricades, and signage warning of the closures. The closure began in the morning and by the afternoon participating businesses along East Main Street decided that the set up and display of the closure was not what they anticipated. The Streets Division removed those barricades where businesses expressed concern over the set up. As this was the first rendition of the closure we anticipate that next time less closures will be requested and staff work will be needed.

The Plaza and closure on North Main Street (in front of Brothers Restaurant) remained installed for the weekend and were a success. We have learned that restaurants benefit more from the closures and additional spaces. The City and the Chamber will continue to work with retailers to continue to adjust to ensure that the efforts are beneficial to all businesses in the downtown area.

WASTEWATER COVID-19 TESTING

Public Works is going to start the wastewater COVID-19 testing with Rain Incubator as part of a community level early warning system. Rain Incubator will provide three months of free testing for two sites; after which Public Works can decide to continue to use or not. Samples at the headworks and the Ashland Creek lift station will be taken splitting the City into two zones. If either spot is determined a hot spot the testing can be expanded.

FACE COVERINGS AND OSHA

OSHA is trying to get the word out to businesses about the face covering mandate. Now face coverings are required in indoor public spaces and *Continued on page 2...*



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FACE COVERINGS AND OSHA

outdoor public spaces where physical distancing of six feet or more cannot be maintained. Businesses will be expected to post signage and enforce the requirements of the mandate.

Accommodations can be made for persons with a medical condition or disability that prevents them from wearing a mask. The person must inform the business that they are unable to wear a mask due to a medical condition or disability, but do not have to explain further. Businesses have to take the person's word in these instances and cannot ask for proof or press further. However, businesses should keep in mind that any accommodation made cannot put their workers or other customers at risk. For more information, visit osha.oregon.gov/covid19.

TID PUMPING BEGINS

Today the Water Division of the Public Works Department began supplementing drinking water from Reeder Reservoir with Talent Irrigation District (TID) water. This is expected to continue until September and is being done to maximize the amount of water Ashland has available while also maintaining the highest level of water quality possible.

The snowpack in the Ashland watershed was lower than normal this past winter causing concerns about water supply levels later in the summer. This past week the flow out of the reservoir exceeded the flow into the reservoir so the volume of the reservoir is now less than 100 percent and decreasing daily. This is normal and happens every year.

Ashland is very fortunate to have multiple water sources and utilizing them efficiently will ensure adequate supplies. Now that water levels in Reeder Reservoir have begun to fall, supplementing our water source with TID water is the most efficient way we have of maximizing our water supply. TID water never enters Reeder Reservoir, the two sources are mixed just ahead of the treatment plant and this combined water is then treated to meet all Oregon Health Authority (OHA) requirements, including the newly required Cyanotoxin monitoring. Water quality is our highest priority and all our water, from any source we utilize will be treated to meet and exceed all OHA requirements.

GRANTS UPDATE

Both the State of Oregon COVID-19 Emergency Business Grant and the Tourism Grant applications closed on Wednesday, July 8 at 4 p.m.

The Emergency Business Grant, which was run with the help of Business Oregon, received 40 applications:

- Most applied for amount was \$2,500; for applicants with 0 to 5 employees without verifying expenses.
- Three applicants withdrew their applications.
- Three applicants were not eligible.
- Two applicants were unable to respond in time for updates needed. These applicants will be given information on other ways to apply for this grant through Jackson County and Community Development Financial Institutions (CDFIs)

Out of the original \$140,000, a total of \$100,000 is anticipated to be dispersed by the end of July to small businesses and non-profits who applied.

The Tourism Grants saw 20 applications; two were first time applicants and 18 reapplied from the ECTS grants round in May. The total requested from all applications was \$214,608. The ECTS Grants Sub-committee will meet and determine how to disperse the \$80,000 in awards available.

LOOKING AHEAD

This is a draft of the next Council meetings agenda and is subject to change.

August 3—Study Session

August 4—Business Meeting

- Proclamation for Hiroshima & Nagasaki Day
- Approval of a Resolution for Jurisdictional Transfer of Clay Street and Paradise Lane
- Approval of a Resolution repealing Resolution 1989-50
- Ambulance Service Financial Analysis Request for Proposal
- Adoption of the Water Master Plan
- Update/Discussion Finance Director Recruitment
- Update/Discussion on Public Works Director Recruitment

For the full look ahead and more details on the above items, go to ashland.or.us/lookahead.



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SIGNIFICANT COMMUNITY DEVELOPMENT PROJECTS

Land Use Approvals

Helman Elementary School - 705 Helman Street

On July 14th, the Planning Commission granted Site Design Review approval to allow the construction of a new 23,755 square foot, single-story school building for the Helman Elementary School property at 705 Helman Street. The proposal includes the demolition of two existing classroom buildings (the A & B quad's) and requests a Tree Removal Permit to remove 12 significant trees.

First Place Subdivision Mixed-Use development – Phase III

In June, the Planning Commission granted approval for the construction of the third and final phase of the First Place Subdivision, which is located at the corner of Lithia Way and First Street.

Phase One located at 175 Lithia Way included the construction of a three-story 18,577 square foot mixed-use building (designated as “Plaza West” by the applicants) with basement parking, commercial space on the first floor, and ten residential units split between the ground, second and third floors. This building is occupied by Pony Espresso Coffeehouse Café and Washington Federal Bank.

Phase Two is now under construction and consists of a three-story mixed-use building. The building is approximately 32,191 square feet, with basement parking, ground floor commercial, and 34 residential units providing artist housing for the Oregon Shakespeare Festival distributed between the ground, second and third floors.

Phase Three, approved last month, will involve the to construct a new 10,547 square foot, three-story mixed use building as the third and final phase of the First Place subdivision. The building's ground floor will be primarily commercial space, while the second floor will include three one-bedroom residential units and the third floor will have one two-bedroom residential unit.

Building Permit Applications

The Community Development Department received a building permit application to make renovations and additions to the Ashland Middle School and John Muir Outdoor School located at 100 Walker Avenue. The proposal includes the creation of a new two-story 6th grade classroom wing behind the existing building, the creation of an internal courtyard, establishing a clearer front entrance on Walker Avenue, and establishing a unique identity for the John Muir Outdoor School. The permit valuation = \$25,000,000.

Special Projects – Child Care Code Audit

Ashland Community Development and Department of Land Conservation and Development (DLCD) staff recently had a kick-off meeting to discuss a project involving child care options within Oregon. Governor Brown formed a Regional Solutions Child Care Work Group to aid in economic development and requested an analysis of development code barriers to permitting child care in Oregon. Lack of access to child care inhibits economic potential and diminishes quality of life. Local land use ordinances and planning processes, lack of understanding of those processes, and/or uneven implementation have been identified as barriers for both in-home and commercial child care operations. Parking requirements and concerns about neighborhood traffic often serve as added impediments to already low-margin businesses, especially in residential settings.

DLCD solicited the City of Ashland's help to partner with them and participate in an audit of Ashland's Land Use Ordinance. The code audit is intended to identify barriers to both in-home and commercial child care facilities. Six other cities and counties are participating. The project outcome will be an analysis that captures the range of land use code barriers faced by these businesses, as well as recommended code changes specific to the community. DLCD will compile the results of their analysis and prepare a guidance document for permitting child care facilities, to be distributed statewide.