

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 No 2/15 Study Session - City Closed in Observance of Presidents' Day				
2	Travel Ashland/Chamber of Commerce 2020 Tourism Grant Report - The Ashland Chamber of Commerce and Travel Ashland (Visitor & Convention Bureau) receive grants from the City through restricted Transient Occupancy (Lodging) Tax funding. As a requirement of receiving the grant, both are required to submit an annual report regarding funds received during each physical year pursuant to ORS 320.300 through ORS 320.350.	February 16 - Regular Business Meeting	Administration Adam Hanks adam.hanks@ashland.or.us	Presentation
3	Public Hearing for Supplemental Budget - The proposed supplemental budget will includes an increase in appropriations to the Insurance Fund, recognition of the reimbursement to the General Fund for the Fire Department's response to the South Obenchain and Alameda Fires, an increase to the Fire Department's appropriation to recognize those expenses, and recognition of the Community Development Department's additional funding from HUD to supplement the City's response to the COVID-19 pandemic.	February 16 - Regular Business Meeting	Finance Melanie Purcell melanie.purcell@ashland.or.us	Public Hearing
4	Finalization of the Job Description for City Manager – Staff has incorporated edits from the City Council and Community into the City Manager Job Description and would like to request Council approval to finalize the Job Description.	February 16 - Regular Business Meeting	Human Resources Tina Gray tina.gray@ashland.or.us	Unfinished Business
5	Contract Award for Professional Recruitment Services – Staff will be seeking approval from the City Council to engage with one of the six professional recruitment firms who submitted a proposal to conduct an Executive Search for City Manager.	February 16 - Regular Business Meeting	Human Resources Tina Gray tina.gray@ashland.or.us	Unfinished Business
6	Social Equity and Racial Justice Resolution Council Discussion and Action Identification - This reoccurring agenda item is to discuss and identify Council actions, both collectively and potentially individually by mutually agreed assignment.	February 16 - Regular Business Meeting	Administration Adam Hanks adam.hanks@ashland.or.us	Unfinished Business
7	Racial Justice Commission Creation - Council will give staff pre-ordinance policy direction to create a racial justice commission.	February 16 - Regular Business Meeting	Administration /Legal Adam Hanks adam.hanks@ashland.or.us Dave Lohman david.lohman@ashland.or.us	New Business
8	Mid-Year Budget Update - Staff will present the mid-year budget details to Council for Fiscal Year 2021.	February 16 - Regular Business Meeting	Finance Melanie Purcell melanie.purcell@ashland.or.us	New Business
9	Resolution Allocating Transient Occupancy Tax for Fiscal Years 2021 & 2022 - Every year Council allocates restricted and unrestricted funds per ORS 320.350 for the Transient Occupancy Tax to fund general governmental expenses, economic development, tourism promotion and related infrastructure, and the City's Economic, Cultural, and Sustainability Grant program.	February 16 - Regular Business Meeting	Finance Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
10	Interim Fire Chief Appointment and Contract Approval - With the retirement of Chief Shepherd and the unsuccessful attempt of securing a Fire Chief through an Intergovernmental Agreement (IGA) with Jackson County Fire District #3, Council direction is requested to pursue the placement of a Fire Chief for the City of Ashland.	February 16 - Regular Business Meeting	Administration Adam Hanks adam.hanks@ashland.or.us	Ordinances, Resolutions, and Contracts
11	Approval of Interim Staffing Plan for Ashland Fire & Rescue - With the retirement of Chief Shepherd and two unsuccessful attempts of securing an Interim Fire Chief from outside the organization, staff is requesting direction from the Council to pursue a new approach for filling the vacant Fire Chief using existing staff.	February 16 - Regular Business Meeting	Administration Adam Hanks adam.hanks@ashland.or.us	Ordinances, Resolutions, and Contracts



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12	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
13	City Manager Profile and Selection Process - The Council will be asked to work with Human Resources staff to create the City Manager profile and establish a selection process to be used.	March 2 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Unfinished Business
14	Recology Solid Waste and Recycling Rate Increase Review - Council will review and discuss the rate increase recommended by Recology.	March 2 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
15	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
16	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
17	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.	March 2 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
18	Wildfire Public Forum	March 10 - Public Forum	Various Departments	Adam Hanks adam.hanks@ashland.or.us	Public Forum
19	Discussion of Proposed Wildfire Hazard Mitigation Code - Staff will present the overview of the proposal, summary of feedback received at the public information meeting, and request initiation of code adoption.	March 15 - Study Session	Community Development/Fire	Bill Molnar bill.molnar@ashland.or.us Ralph Sartain ralph.sartain@ashland.or.us	Study Session
20	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
21	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
22	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
23	Approval of a Professional Services Contract for Design Services for East Main Park - The Council will be asked to award a professional services contract for design services to develop plans, specifications, sustainable and low maintenance recommendations, and cost estimates for the design of a new regional/neighborhood park.	March 16 - Regular Business Meeting	Parks	Michael Black michael.black@ashland.or.us	Consent



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24	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.	March 16 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Unfinished Business
25	Social Equity and Racial Justice Resolution Council Discussion and Action Identification - This reoccurring agenda item is to discuss and identify Council actions, both collectively and potentially individually by mutually agreed assignment.	March 16 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Unfinished Business
26	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
27	First Reading of Municipal Audit Commission Ordinance - The Municipal Audit Commission currently is comprised of the Mayor or a Councilor, one Budget Committee member, and two citizens at large as well as the City Recorder as an ex-officio non-voting member. With challenges in recruiting and retaining members, a suggestion to make the Municipal Audit Commission a sub-committee of the Budget Committee was made.	March 16 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
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.	March 16 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
29	Citizens' Budget Committee (CBC) Kick Off Meeting and Budget Introduction (3 PM)	March 30 - CBC Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	CBC
30	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
31	Tentative Executive Session to conduct deliberations with persons you have designated to carry on labor negotiations, pursuant ORS 192.660(2)(d).	April 6 - Regular Business Meeting	Human Resources/Legal	Tina Gray tina.gray@ashland.or.us David Lohman david.lohman@ashland.or.us	Executive Session
32	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
33	Approval of Public Art in Railroad Park - The Public Arts Commission (PAC) will present the selected artist and design for the 'HUB Sculpture' in Railroad park which is part of the MAP (Marking Ashland Places) Project. PAC is forwarding its recommendation to the City Council for approval of the final selection.	April 6 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Consent
34	Approval of a Reimbursement Resolution for Capital Improvement Projects for the 2021-23 Budget Biennium	April 6 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
35	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
36	Surplus Properties	April 6 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business



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37	First Reading of Wildfire Mitigation Construction Standards Code (R-327) - Presentation of amendments to Chapter 15 and first reading of an ordinance that adopts R327.4 for implementation to residential construction within Ashland city limits.	April 6 - Regular Business Meeting	Community Development/Fire	Bill Molnar bill.molnar@ashland.or.us Ralph Sartain ralph.sartain@ashland.or.us	Ordinances, Resolutions, and Contracts
38	Second Reading of Municipal Audit Commission Ordinance - The Municipal Audit Commission currently is comprised of the Mayor or a Councilor, one Budget Committee member, and two citizens at large as well as the City Recorder as an ex-officio non-voting member. With challenges in recruiting and retaining members, a suggestion to make the Municipal Audit Commission a sub-committee of the Budget Committee was made.	April 6 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
39	Governmental Funds Review (3 PM)	April 13 - CBC Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	CBC
40	Water Treatment Plant - Envision Program update	April 19 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Study Session
41	Tentative Executive Session to conduct deliberations with persons you have designated to carry on labor negotiations, pursuant ORS 192.660(2)(d).	April 20 - Regular Business Meeting	Human Resources/Legal	Tina Gray tina.gray@ashland.or.us David Lohman david.lohman@ashland.or.us	Executive Session
42	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	Bill Molnar bill.molnar@ashland.or.us	Presentation
43	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
44	Public Hearing for Community Development Block Grant (CDBG) Awards - The City Council will be asked to review, take public testimony and award Community Development Block Grant funds to eligible affordable housing providers and non-profit organizations for capital improvement and public service projects within the City of Ashland.	April 20 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Public Hearing
45	Social Equity and Racial Justice Resolution Council Discussion and Action Identification - This reoccurring agenda item is to discuss and identify Council actions, both collectively and potentially individually by mutually agreed assignment.	April 20 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Unfinished Business
46	Enterprise Funds Review (3 PM)	April 27 - CBC Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	CBC
47	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
48	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
49	Approval of Criteria for City Manager Selection Process	May 4 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Unfinished Business
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	Second Reading of Wildfire Mitigation Construction Standards Code (R-327) - Second reading of an ordinance that adopts R327.4 for implementation to residential construction within Ashland city limits.	May 4 - Regular Business Meeting	Community Development/Fire	Bill Molnar bill.molnar@ashland.or.us Ralph Sartain ralph.sartain@ashland.or.us	Ordinances, Resolutions, and Contracts



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52	Adopt Budget Recommendation to the City Council (3 PM)	May 11 - CBC Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	CBC
53	Review Housing Capacity Analysis	May 17 - Study Session	Community Development	Bill Molnar bill.molnar@ashland.or.us	Study Session
54	Discussion of Proposed Land Use Code Amendment - Duplexes on Single Family Lots	May 17 - Study Session	Community Development	Bill Molnar bill.molnar@ashland.or.us	Study Session
55	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
56	Social Equity and Racial Justice Resolution Council Discussion and Action Identification - This reoccurring agenda item is to discuss and identify Council actions, both collectively and potentially individually by mutually agreed assignment.	May 18 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Unfinished Business
57	Second Reading of the Alarm Permits Ordinance	May 18 - Regular Business Meeting	Police/Legal	Tighe O'Meara tighe.omeara@ashland.or.us Katrina Brown katrina.brown@ashland.or.us	Ordinances, Resolutions, and Contracts
58	No 5/31 Study Session - City Closed in Observance of Memorial Day				
59	Proclamation for Flag Day - Proclamation recognizing Flag Day and urging all citizens of Ashland to join in with the Ashland Elks Lodge #944 to Pledge of Allegiance to our Flag and Nation.	June 1 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
60	Band Board Annual Report - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	June 1 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
61	Public Hearing and First Reading for Land Use Code Amendment; Duplexes on Single Family Lots	June 1 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Public Hearing and First Reading
62	Public Hearing for the Adoption of FY2021-2023 Biennial Budget - Adoption of the Budget will include approval of multiple resolutions to levy taxes, to certifying City services to qualify for State subventions, to declare the City's election to receive State revenues, and to adopt the biennial budget and making appropriations.	June 1 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Public Hearing
63	Resolutions on Rates and Fees	June 1 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
64	First Reading of Tax Rate Ordinance	June 1 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts



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65		June 14 - Study Session			
66	Proclamation for Bee City USA - Proclamation recognizing pollinator week as Ashland is designated as a bee city.	June 15 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
67	Social Equity and Racial Justice Resolution Council Discussion and Action Identification - This reoccurring agenda item is to discuss and identify Council actions, both collectively and potentially individually by mutually agreed assignment.	June 15 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Unfinished Business
68	Citizens' Budget Committee Annual Appointments - Council will vote on annual appointments (including any new applicants) to the Citizens' Budget Committee as some member's terms will expire on June 30.	June 15 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	New Business
69	Management Resolution	June 15 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Ordinances, Resolutions, and Contracts
70	Approval of Labor Contract with Ashland Police Association	June 15 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Ordinances, Resolutions, and Contracts
71	Second Reading of Land Use Code Amendment; Duplexes on Single Family Lots	June 15 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Ordinances, Resolutions, and Contracts
72	Second Reading of Tax Rate Ordinance	June 15 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
73	No 7/5 Study Session - City Closed in Observance of Independence Day				
74	Annual Report by the Forest Lands Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	July 6 - Regular Business Meeting	Fire	Chris Chambers chris.chambers@ashland.or.us	Presentation
75	Adoption of Updated Water and Storm Drain System Development Charges	July 6 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Public Hearing
76		July 19 - Study Session			
77	Annual Report by the Wildfire Safety Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	July 20 - Regular Business Meeting	Fire	Chris Chambers chris.chambers@ashland.or.us	Presentation
78	Social Equity and Racial Justice Resolution Council Discussion and Action Identification - This reoccurring agenda item is to discuss and identify Council actions, both collectively and potentially individually by mutually agreed assignment.	July 20 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Unfinished Business

