

**ASHLAND CITY COUNCIL  
REGULAR BUSINESS MEETING DRAFT MINUTES  
Tuesday, December 21, 2021**

Held Electronically; View on Channel 9 or Channels 180 and 181 (Charter Communications) or live stream via [rvtv.sou.edu](http://rvtv.sou.edu) select RVTV Prime.

Written and oral testimony will be accepted for public input. For written testimony, email [public-testimony@ashland.or.us](mailto:public-testimony@ashland.or.us) using the subject line: Ashland City Council Public Testimony. For oral testimony, fill out a Speaker Request Form at [ashland.or.us/speakerrequest](http://ashland.or.us/speakerrequest) and return to the City Recorder. The deadline for submitting written testimony or speaker request forms will be on Monday, December 20th at 10 a.m. and must comply with Council Rules to be accepted.

Note: 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)]

**5:30 PM EXECUTIVE SESSION**

The City Council will hold an Executive Session regarding real property transaction pursuant to ORS 190.660(2)(e). Executive Sessions are closed to the public.

Mayor Akin called the Executive Session to order at 5:30 PM.

Councilors' Hyatt, Graham, Moran, DuQuenne, Seffinger and Jensen were present. Interim City Manager Gary Milliman and City Attorney Katrina Brown were present.

Mayor Akins adjourned the Executive Session at 5:55 PM.

**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**

Jensen led the Pledge of Allegiance.

**III. ROLL CALL**

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

**IV. MAYOR'S ANNOUNCEMENTS**

1. Housing & Human Services Commission Appointment of Reese Rosenberg as the SOU Liaison to the Commission.

Mayor Akins gave a brief Staff report.

**V. APPROVAL OF MINUTES**

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

## **VI. SPECIAL PRESENTATIONS & AWARDS**

1. Presentation and Acceptance of FY 2021 Annual Comprehensive Financial Report.

Moss Adams CPA Partner Amanda McCleary-Moore introduced CPA-CFE Senior Manager Kim Reno, CPA Senior Manager Keith Simovic and Senior in charge Trinity Flinders.

McLeary- Moore went over a PowerPoint Presentation. (*See Attached*) Items discussed were:

- Nature of Services Provided
- Audit Opinion and Report
- Communications to those charged with Governance
- City Wide Revenues
- City Wide Expenses
- Net Position
- General Fund Balance
- New Standards

Council thanked Moss Adams and the Finance Department.

**Graham/Jensen moved to accept the City of Ashland FY2021 Annual Comprehensive Financial Report. Discussion:** Graham spoke that this is standard practice. **Roll Call Vote: Hyatt, Jensen, Seffinger, Moran and Graham: YES. DuQuenne: NO. Motion passed 5-1.**

## **MINUTES OF BOARDS, COMMISSIONS, AND COMMITTEES**

<a href="#">Airport</a>	<a href="#">Budget</a>	<a href="#">Conservation &amp; Climate Outreach</a>
<a href="#">Historic</a>	<a href="#">Housing and Human Svcs.</a>	<a href="#">Parks &amp; Recreation</a>
<a href="#">Forest Lands</a>	<a href="#">Climate Policy</a>	<a href="#">Community Center &amp; Pioneer Hall Ad Hoc</a>
<a href="#">Planning</a>	<a href="#">Public Arts</a>	<a href="#">Social Equity &amp; Racial Justice</a>
<a href="#">Transportation</a>	<a href="#">Tree</a>	<a href="#">Wildfire Safety</a>

## **VII. PUBLIC FORUM**

Linda Peterson Adams – Ashland – Adams spoke in appreciation for the dedicated service and self-sacrifice that our Staff has shown during the throws of the pandemic and the concomitant disruption that the change in both the structure of our governing and the way in which the information necessary to the best functioning of our government is carried forward.

## **VIII. CITY MANAGER REPORT**

Interim City Manager Gary Milliman went over the winter shelter schedule. He spoke that the new City Manager Joe Lessard and his wife will be arriving tomorrow. Last meeting – attending January 3<sup>rd</sup> study Session and 4<sup>th</sup> Council Meeting.

## **IX. CONSENT AGENDA**

**Hyatt/Moran moved to approve Items 2 & 4. Discussion: None. Roll Call Vote: Jensen, DuQuenne, Seffinger, Hyatt, Graham and Moran: YES. Motion passed unanimously**

1. Review Emergency Declaration

DuQuenne pulled this item. DuQuenne spoke to look at this item and when we can open.

**Graham/Jensen moved to approve Item #1. Discussion: None. Hyatt, Graham, Moran, Jensen, Seffinger and DuQuenne: YES. Motion passed unanimously.**

2. East Main Street Banner Request for the Oregon Fringe Festival
3. Climate Friendly and Equitable Communities rulemaking comments

Graham spoke that her and Council Hyatt would like to bring this topic back to Council at the first meeting in January.

**Graham/Hyatt moved to postpone this Item to the first meeting in January. Discussion: None. Roll Call Vote: Jensen, DuQuenne, Seffinger, Moran, Graham Hyatt: YES. Motion passed unanimously.**

4. Approval of Moxie Café & Market LLC

**X. PUBLIC HEARINGS**

None

**XI. UNFINISHED BUSINESS**

1. Long-Term Financial Planning Schedule

Milliman gave a Staff Report.

Council discussed options.

2. Contract with SOU for Community

Gary gave a Staff Report. Council discussed having a listening session.

**Jensen/Graham to approve the staff recommendations as presented above and name the members of the City Council project subcommittee in the near future. Discussion: Mayor discussed how the subcommittee will be formed. Milliman spoke to the process. Moran spoke that he is torn on this issue. He spoke that he struggles what the constituents want. Roll Call Vote: Seffinger spoke in support of the motion. Roll Call Vote: Jensen, Seffinger, Hyatt and Graham: YES. DuQuenne and Moran: NO. Motion passed 4-2.**

3. Wildfire Mitigation Grant Proposals

Wildfire Division Chief Chris Chambers gave a brief Staff Report.

Council discussed the budget.

**Seffinger/Hyatt moved that the City Council approve Ashland Fire & Rescue's request for approval to apply for wildfire fuels reduction grant funding from the State of Oregon. Discussion: Seffinger spoke that to the importance to fire protection. Hyatt thanked Chambers and his team. Roll Call Vote: Moran, Graham, Hyatt, Seffinger, DuQuenne and Jensen: YES. Motion passed unanimously.**

**XII. NEW AND MISCELLANEOUS BUSINESS**

1. Ashland Fiber Network Proposal

Milliman gave a brief Staff Report.

Thomas Mc Bartlett gave a Staff Report.

**Public Speakers**

Pam Marsh – Ashland – Spoke regarding the AFN product. She spoke in support of AFN.

Dennis Slattery - Ashland. -Spoke in agreement with Marsh and spoke in support of AFN.

Council Discussed time frame and cost.

**Hyatt/Seffinger moved that the City engage the services of a professional, municipal broadband advisory service – using an RFP process– to analyze the existing AFN business, compare funding and organizational models, including public/private partnerships, and develop a clear financial and organizational direction for the future of this service.**

**Discussion:** Hyatt spoke to appreciation of the work that AFN has done and that this is a community resource that brings equity. She spoke that having options is important. She thanked Pam Marsh and Dennis Slattery. Seffinger spoke in agreement with Hyatt. **Roll Call Vote: DuQuenne, Jensen, Seffinger, Hyatt, Graham and Moran: YES. Motion passed unanimously.**

2. Executive Vehicle Allowances

**Public Speaker:**

Leda Shapiro– Ashland - Spoke regarding the fiscal impact of the vehicle allowances. She read a statement into record (*see attached*).

**Moran/DuQuenne moved to remove this from the agenda and bring it back to Council when there is a new City Manager. Discussion:** Hyatt clarified that the allowance does not cover commuting. Milliman explained it is a stipend. Ms. Chan spoke that it is a taxable fringe benefit. Graham questioned if the contract will need to be adjusted for Mr. Lessard. Milliman explained it will not need to be changed. **Roll call vote: Hyatt, Moran, DuQuenne & Seffinger: YES. Graham and Jensen: NO. Motion passed 4-2.**

3. Future of Human Resources Department

Milliman gave a brief Staff Report.

**DuQuenne/Moran moved not do Human Resources in house. Discussion:** Hyatt questioned how many organizations that have the number of employees that are in Ashland would they typically retain their own HR or do they outsource and recommendations to retain inhouse. Milliman spoke that they typically have in house HR. DuQuenne spoke that she would like to have this given to the new City Manager. She spoke to look at this during the Budget process. Moran agreed with DuQuenne. And spoke regarding the General Fund. Graham spoke regarding personnel issues since the pandemic and Staff morale. She spoke she will not support this motion. Seffinger spoke that Staff needs to know that they are supported and to keep this department. **Roll Call Vote: Moran and DuQuenne: YES. Seffinger, Jensen, Hyatt and Graham: NO. Motion fails 2-4.**

Milliman gave background on the Human Resources Department.

Council discussed the importance having Human Resources in house.

**Jensen/Seffinger moved affirm that the Human Resources function will be retained as currently provided with City employees for the next biennium at least. Discussion:** Jensen spoke that it is time to confirm to the valued employees. Seffinger spoke that she hopes that employees feel how valued they are. Graham spoke to the importance of having an in-house HR Department. DuQuenne spoke in appreciation of Staff. **Roll Call Vote: Hyatt, Graham, Moran, Seffinger, DuQuenne and Jensen: YES. Motion passed unanimously.**

4. APRC Contract  
Parks and Recreation Deputy Director Rachel Dials gave a brief Staff Report.

Council discussed funding.

**Jensen/Hyatt moved to approve the contract award for HydroPoint for the installation of an Irrigation Central Controller at Lithia and North Mountain Park. Discussion:** Hyatt spoke in support of the motion and thanked Staff for the background and detailed report. **Roll Call Vote: Jensen, DuQuenne, Seffinger, Moran, Graham and Hyatt: YES. Motion passed unanimously.**

5. Peace House  
Housing Program Specialist Linda Reid gave a brief Staff Report.

Council thanked the Peace House for all the work they do.

**Graham/DuQuenne moved to approve the award of \$47,040 to Peace House for the provision of meals to the residents of the Ashland Community Shelter run by Rogue Retreat. Discussion:** Graham spoke to the importance of this motion and making sure people have meals. DuQuenne spoke that this is the correct way to spend the money. **Roll Call Vote: Hyatt, Graham, Moran, Seffinger, DuQuenne and Jensen: YES. Motion passed unanimously.**

### **XIII. ORDINANCES, RESOLUTIONS AND CONTRACTS**

1. Owners Dam Safety Program Acknowledgment Resolution  
Fleury gave a brief Staff report.

**Jensen/Hyatt moved to approve a Resolution titled “A Resolution of the City Council of the City of Ashland, Oregon establishing a dam safety philosophy and adopting an owner’s dam safety program. Discussion:** Hyatt spoke that this is prudent and appropriate to move forward. **Roll Call Vote: Moran, Seffinger, Hyatt, Jensen, Graham and DuQuenne: YES. Motion passed unanimously.**

2. Second Reading Annexation Code Amendments

Planning Manager Maria Harris gave a brief Staff report.

**Jensen/Hyatt moved to approve second reading of Ordinance 3204, which is titled, “An ordinance amending chapters 18.4.6, 18.5.8 and 18.61 of the Ashland Land Use Ordinance regarding annexations. Discussion:** Jensen spoke that there has been a lot of good work done and thoroughly vetted. Hyatt spoke to the great work done by the Commission and Community. She also wishes Ms. Harris the best and grateful for her service. **Roll Call Vote: Jensen, DuQuenne, Seffinger, Moran, Graham and Hyatt: YES. Motion passed unanimously.**

**2. Motion to Approve Findings of Fact and Conclusions of Law for PA-L-2021-00012**

**Jensen/Hyatt moved to approve the Findings of Fact and Conclusions of Law for PA-L-2021-00012. Discussion:** None. **Roll Call Vote: Hyatt, Seffinger, DuQuenne, Moran, Jensen and Seffinger: YES. Motion passed unanimously.**

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

**XV. ADJOURNMENT OF BUSINESS MEETING**

**The City Council Meeting was adjourned at 9:30 PM**

**Respectfully Submitted by:**

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**City Recorder Melissa Huhtala**

**Attest:**

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**Mayor Akins**

*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).*

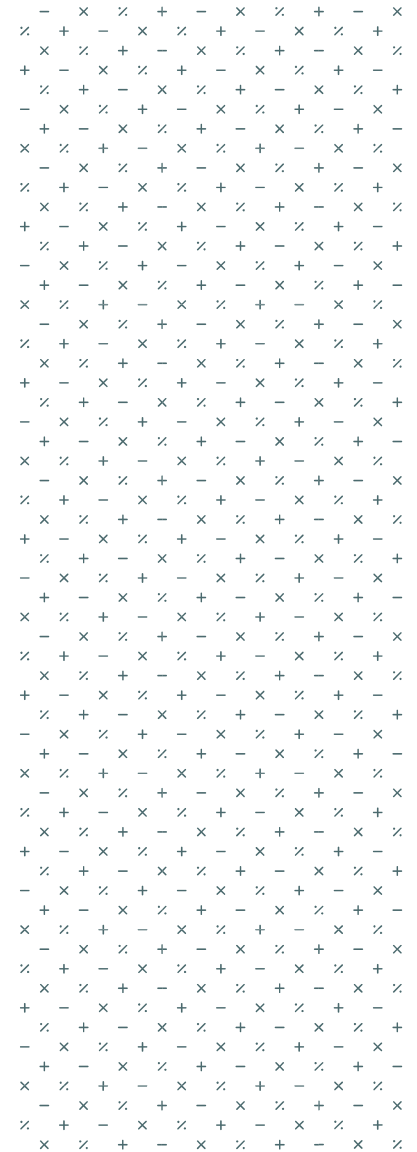


# City of Ashland, Oregon Audit Results

COMMUNICATION WITH THOSE CHARGED WITH  
GOVERNANCE

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December 21, 2021





# Agenda

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1. Engagement Team
2. Nature of Services Provided
3. Auditor Opinions / Reports
4. Communications to Those Charged with Governance
5. City Statistics
6. New Standards







# Engagement Team

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# Nature of Services Provided

**1** Audit the City financial statements in accordance with Generally Accepted Auditing Standards (GAAS) and Governmental Standards (GAGAS)

**2** Assistance with, and technical review of each respective Annual Comprehensive Financial Report for compliance with Generally Accepted Accounting Principles (GAAP) as well as Government Finance Officers Association (GFOA) Certificate of Excellence requirements

**3** Compliance testing/reporting under Oregon Minimum Audit Standards (OMS)

**4** Single Audit of federal grant programs under Uniform Guidance

**5** Reporting – Overall audit plan, audit results, communicating internal controls findings and noncompliance



# Audit Opinion / Reports

Financial  
Statements

Unmodified  
(clean) opinion  
on financial  
statement

Oregon  
Minimum  
Standards

One item of  
noncompliance

Government  
Auditing  
Standards  
Report

No reportable  
findings

Uniform  
guidance

Still in progress  
– timing in  
January 2022



# Communications to Those Charged with Governance

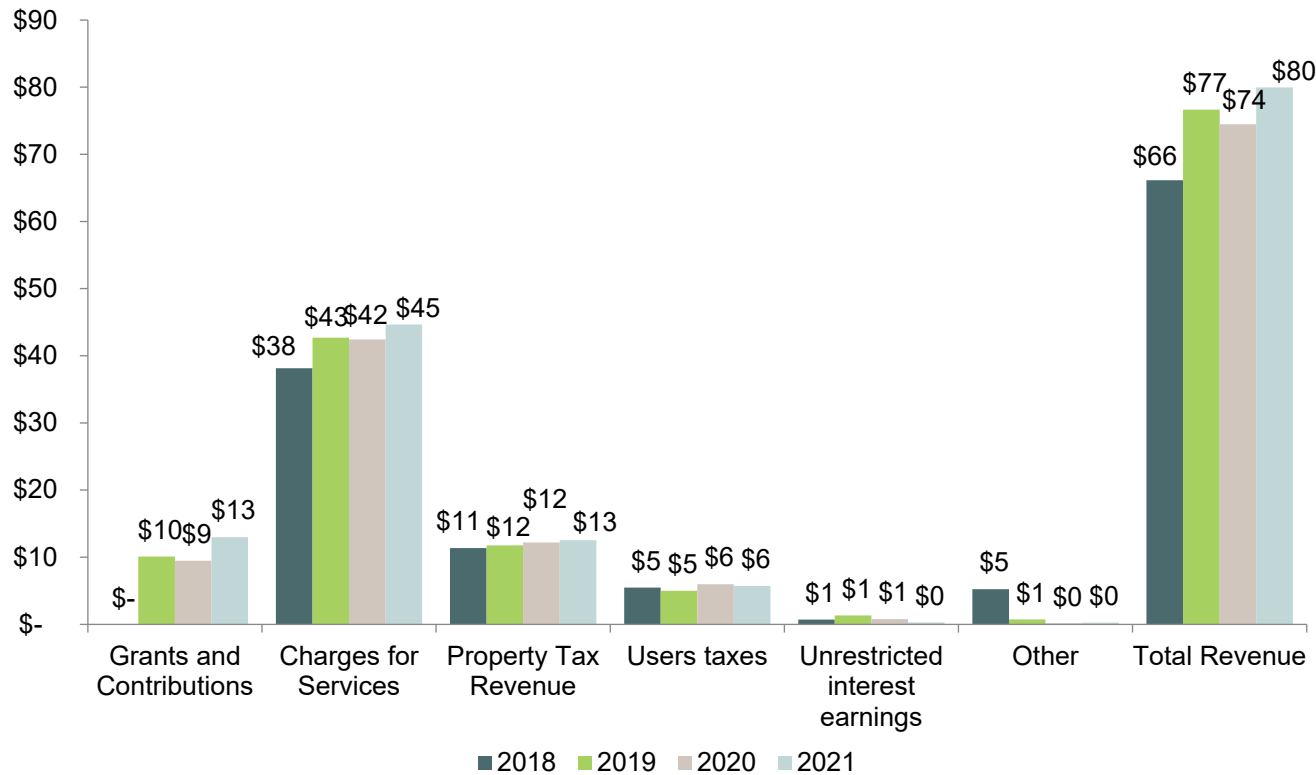
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- Planned scope and timing
- Significant accounting policies
- Management judgments & accounting estimates
- Audit adjustments made and passed
  - None in current year
- Management's consultation with other accountants
- No disagreements with management
- No difficulties in performing the audit



# City-Wide Revenues

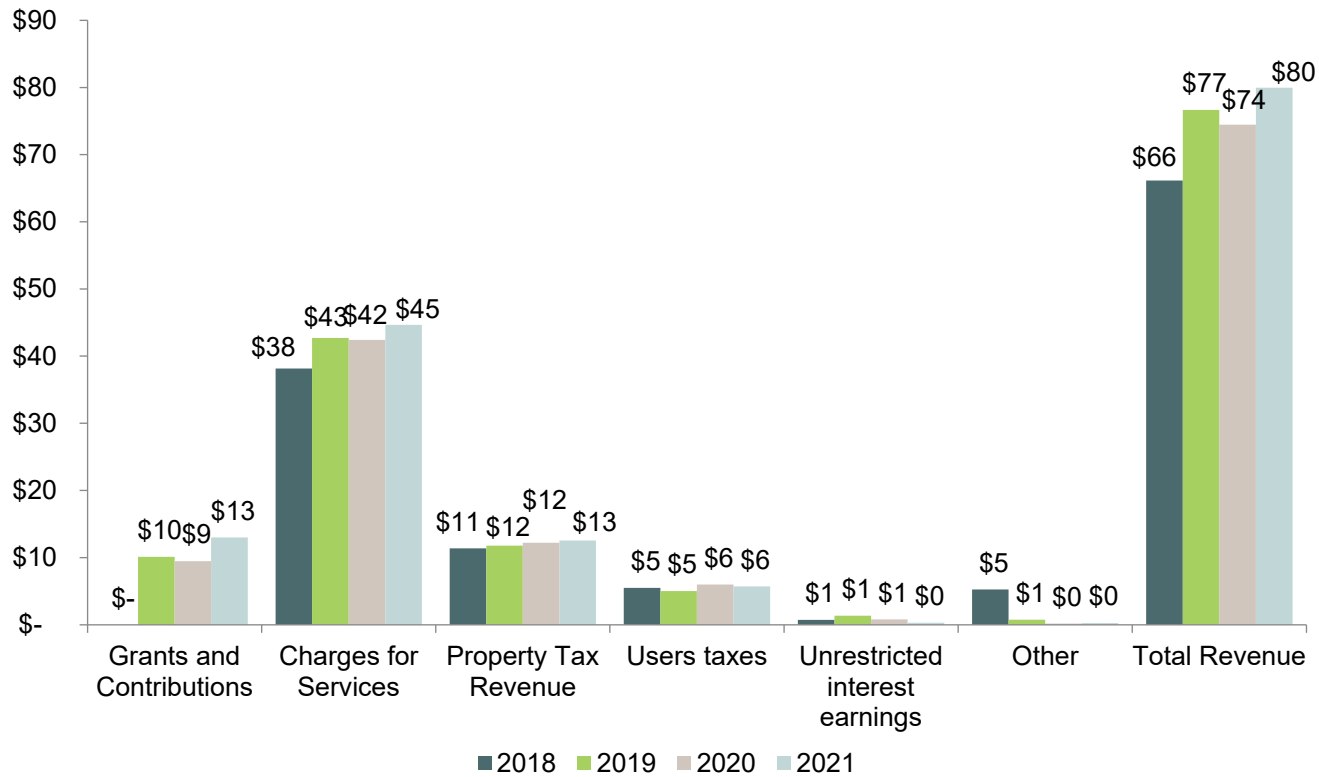
IN MILLIONS





# City-Wide Expenses

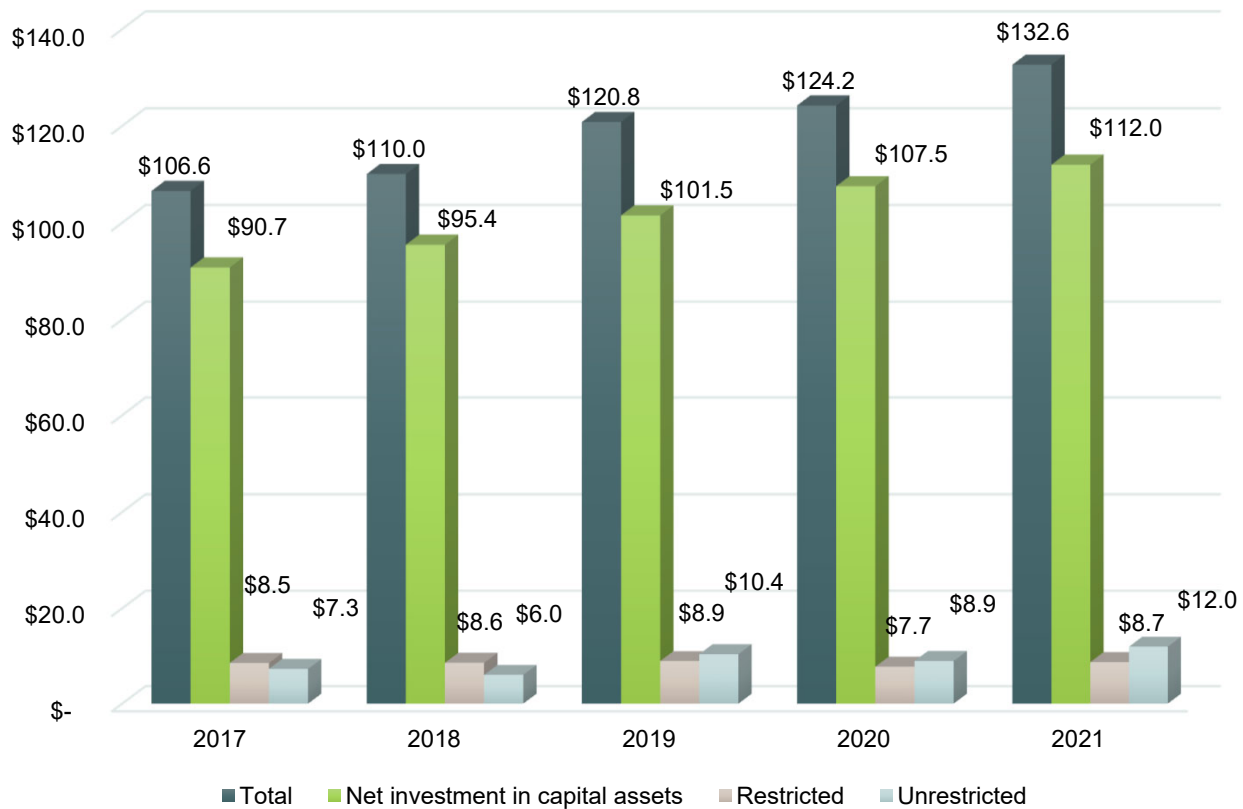
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# Net Position TRENDS NOTED

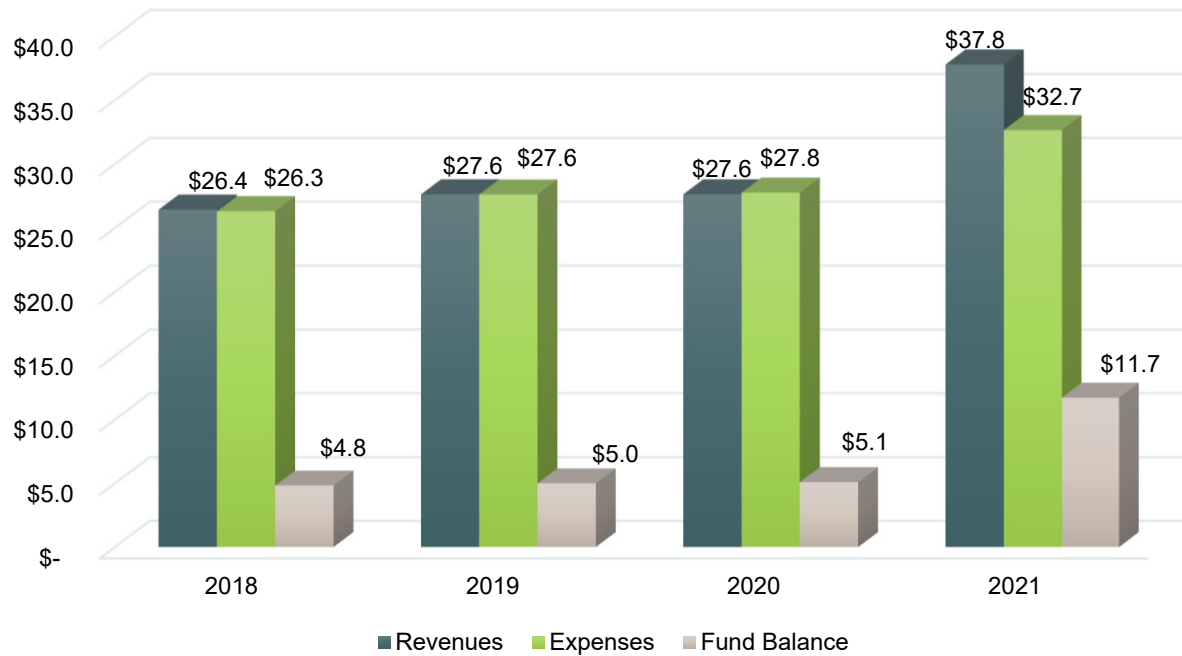
IN MILLIONS





# General Fund – Balance TRENDS NOTED

IN MILLIONS



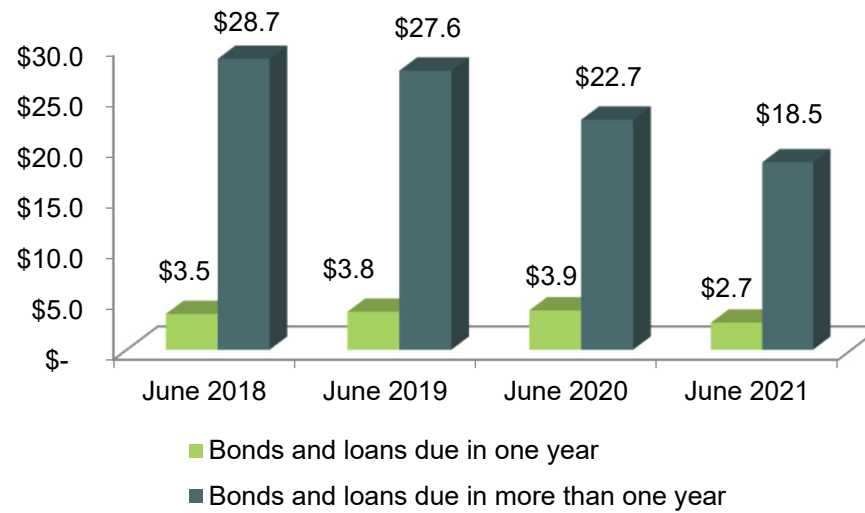
- Excludes transfers in (out)





# City-Wide Debt

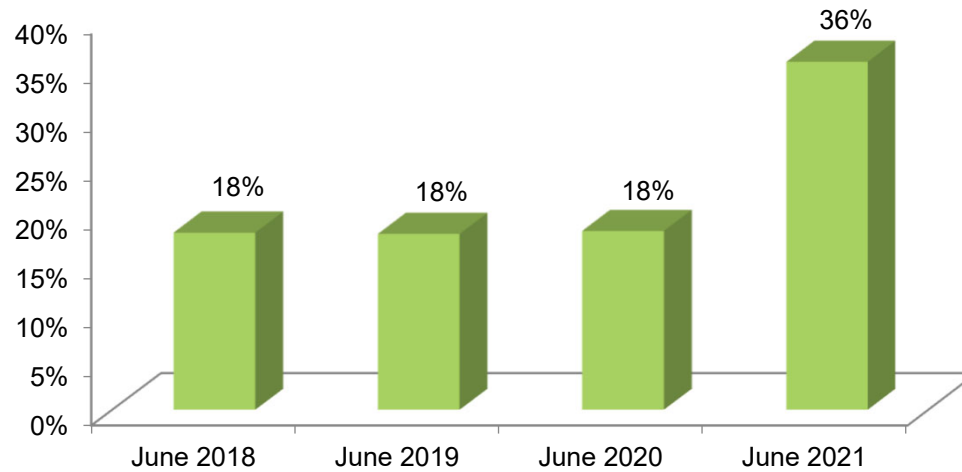
IN MILLIONS





# General Fund as % of Expenditures

## TRENDS NOTED





# New Standards

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GASB Statement No. 84, Fiduciary Activities – effective for June 30, 2021 fiscal year – *adopted in the current year*

GASB Statement No. 87, Leases – effective for June 30, 2023 fiscal year

GASB Statement No. 91, Conduit debt obligations – effective for June 30, 2022 fiscal year



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THANK  
YOU