

**ASHLAND CITY COUNCIL
BUSINESS MEETING MINUTES
April 16, 2024.**

I. CALL TO ORDER

Mayor Tonya Graham called the meeting to order at 6:00 pm.

1. Land Acknowledgement**

Councilor Bloom read the land acknowledgement.

II. PLEDGE OF ALLEGIANCE

Councilor Dahle led the pledge of allegiance.

III. ROLL CALL

Mayor Graham, Councilors Hyatt, Bloom, Dahle, Kaplan, DuQuenne and Hansen were present.

IV. MAYOR'S/CHAIR OF THE COUNCIL ANNOUNCEMENTS/PROCLAMATIONS

Mayor Graham reviewed speaker requests process: to speak at a Council Meeting, please fill out a Speaker Request Form and give to Recorder. Indicate if you wish to speak during the public forum regarding topics not included in the agenda, or to speak regarding an agenda item so you may be brought up at the appropriate time.

V. APPROVAL OF MINUTES ***

- 1.** Minutes of the April 1, 2024 – Study Session Meeting
- 2.** Minutes of April 2, 2024 – Business Meeting

Councilor Bloom/Dahle m/s to approve the minutes.

Roll Call Vote: Councilors Hyatt, Bloom, Kaplan, DuQuenne, Dahle and Hansen, YES. Motion passed.

VI. SPECIAL PRESENTATIONS

None

VII. CITY MANAGER REPORT

Lighting near the overpass on Ashland Street will go in next week and related fencing also going in soon. The Timberline Logging project has begun. Utility billing phone lines are open M-F during business hours and the April newsletter is published.

VIII. PUBLIC FORUM (15 minutes – Public input or comment on City business not included on the agenda)

Sitka Moss/Trail – Read words from journalist Bisan Owda regarding her experience in Gaza.

Amanda Morehouse/Central Point – Referred to the organization Veterans for Peace in articulating violations of human rights in Gaza according to: Foreign Assistance Act; Arms Export Control Act; US War Crimes Act; and Leahy Law. Advocated for a ceasefire in Gaza.

Kira Petiz/Ashland – Urged Council to support the Climate and Clean Air Policy Package.

Piper Banks/Ashland – Urged Council to pass the Climate and Clean Air Policy Package now, and not later, and brought a letter of support from over 30 local and statewide organizations.

Sam Inada/Ashland – Asked for City of Ashland to draft and pass a Resolution for a Ceasefire in Gaza that he read into the record.

Brent Thompson/Ashland–Urged council to consider his last request for a plaque to describe the origins of Siskiyou Blvd acknowledging those that donated the land for it. Recalled past council discussions to defer annexation until 2040/50 and focus on in-fill until then.

Thompson urged the Council to focus on Additional Dwelling Units in existing City boundaries.

Paul Mozina/Ashland – Disagreed with how the 5G Chapter 16 Ordinance process unfolded, and expressed frustration that it did not include public recommendations.

IX. **CONSENT AGENDA**

2. Resolution 2024-09 A Resolution of the City Council of the City of Ashland, Oregon Declaring the Month of April- Distracted Driver Awareness Month
3. Approval of a Sewer Service Connection Use Outside of City Limits, 1348 Ashland Mine Road
4. Liquor License Approval for AJ's Smoke and Grocery Store at 258 A St. Ste. 2
5. Liquor License Approval for The Columbia Hotel at 262 E Main St

Kaplan requested to postpone item one until the next meeting, as he would like to discuss the rate increase and franchise extension separately. McGeary said the resolution could be split into two sections in the council communications to reflect available actions and motions. McGeary said there was a change in ownership at Recology which delayed this discussion. The previous agreement had a start date of April 1, which is why that date was used, and Cotta added the rate increase was implemented April 1, 2024.

Councilor Hyatt/DuQuenne m/s to approve consent agenda with the exception item #1.

Discussion: No Discussion

Roll Call Councilors Hyatt, Bloom, Kaplan, DuQuenne, Dahle, and Hansen, YES. Motion passed.

1. Resolution 2024-11 Annual Renewal of City's Franchise Agreement with Recology Ashland

Kaplan/Dahle m/s to postpone this item to the next meeting in May.

Discussion: Kaplan spoke he received the terms of the franchise agreement the day prior and would like time to review. Dahle agreed. Hyatt and McGeary clarified contract term language: annual renewals over the next seven years and then re-negotiating the contract, not a seven-year term. Hyatt asked if the City would be in breach of contract if this item was postponed, and McGeary responded not if they wanted to review in good faith rather than

expecting to reject the contract. Kaplan stated that was not his intention. Graham also requested more time.

Roll Call Councilors Hyatt, Bloom, Kaplan, DuQuenne, Dahle, and Hansen, YES. Motion passed.

II. PUBLIC HEARINGS AND ORDINANCES

1. CDBG Awards and Action Plan Development

Brandon Goldman Community Development Director and Linda Reid Housing Program Manager introduced the allocation of the Community Development Block Grants (CDBG), a Housing and Urban Development (HUD) program. Goldman spoke that the City is an Entitlement Community which receives these funds each year for eligible services. The Housing and Human Services Advisory Committee (HHSAC) review the applications and makes recommendations to Council. Reid anticipated an allocation of \$179,575 based on the prior year's allocation. The City received two applications this year: Sunstone Housing Collaborative (SHC) for a capital project, and Maslow Project for a public services funding project. The HHSAC met on March 28, 2024, to review these proposals, and recommended an award to the Maslow Project of \$20,000 with the remaining funds, approximately \$123,660, as a provisional award to SHC. Reid stated that if the funds are not utilized as reserved, then the City may reallocate them in the next fiscal year.

Kaplan asked for clarity on the provisional award for Sunstone. Reid responded that Sunstone still needs to go through the RFP process and select a developer then the City will know what the project is and if it will qualify for CDBG funding. Kaplan asked if this would mean the contract would be awarded and land transferred by February 1, 2025. Reid responded that yes, that is when the City would want to reallocate the funds if the project was not moving forward and there were new applicants. Hyatt asked Reid for affirmation that the various partners involved with the Sunstone project including the Ashland School District, City, and HUD are all on the same page. Reid added that the City is not under contract now, and this provisional process would allow the City time to secure a contract that meets the CDBG requirements before the funds are awarded. Bloom asked for an explanation for the difference between committee recommendation of \$20,000 and the requested amount of \$18,000 for the Maslow award. Reid responded that the Maslow Project has been serving the Ashland community with good outcomes in Ashland schools and could have asked for more funding. The recommendation reflects a desire by the HHSAC to fund this project more fully. Hansen asked if the provisional award to SHC would delay the CBDG funds. Reid spoke it would not. DuQuenne commended Reid on her work, expressed support for both projects discussed, and noted she is no longer on the board of Maslow Project. Graham asked about the 2024 Action Plan included in the packet. Reid responded that the Action Plan is a one-year plan that includes desired outcomes from allocated activities, and ties back to the 5-year Consolidated Plan. As the City approaches the last year of this funding cycle, a Consolidated Annual Performance Evaluation Report outlining what was done each year within the 5-year Consolidated Plan can be utilized to assess any reallocation decisions.

Councilor Hyatt/Bloom m/s to award the competitively available 2024 Community Development Block Grant funds as follows:

\$ 18,000 to the Maslow Project Public Service Project; and

\$125, 660 in a provisional award to Sunstone Housing Collaborative.

Discussion: Hyatt thanked the HHSAC and community partners. Bloom stated he liked the balance between the current need addressed by front line housing and security from Maslow, and long-term housing need addressed with Sunstone.

Councilor Kaplan moved to amend the motion to award Maslow \$2,000 more and Sunstone \$2,000 less.

Hyatt asked if awarding Maslow \$2,000 more would necessitate awarding Sunstone \$2,000 less. Reid responded that it did. Kaplan stated he wanted to acknowledge the Housing and Human Services Advisory Committee's recommendation and move to award those amounts.

No second. Motion to amend the motion fails.

Graham asked for public comment. There was no public comment, and no more discussion.

Roll Call: Hansen, Hyatt, Bloom, Kaplan, DuQuenne, and Dahle YES. Motion passed.

III. UNFINISHED BUSINESS

1. Contract for 2024 Briscoe Floor Replacement & Grant Budget Review

Scott Fleury, Public Works Director, spoke to the Council requesting approval for a contract with Vitus Construction to replace and mitigate about 10,900 square feet of asbestos flooring at Briscoe School in phase one of the project. Fleury also requested to review the grant budget received from the State to discuss next steps. During the public solicitation phase of this project, Vitus Construction was the only responder with a bid of about \$180,000. This leaves approximately \$430,000 of grant funding for a potential phase two of the flooring project and heating ventilation and air conditioning (HVAC) improvements. Fleury reviewed previous discussions about solar panels and the need for significant structural and seismic enhancements to support any installation of solar panels. A structural engineer provided a recommendation for improvement that would support this additional load. Hoag Roofing, the roofing contractor for the roof replacement portion of this project, estimated it would be about an additional \$107,000. Fleury clarified this was not included in the approval Council gave for the roofing portion of this project. Fleury suggested consideration of future facility use and the life of the roof in deciding. Fleury stated most of the HVAC system is at the end of its useful life. Replacement of the HVAC would also require significant upgrades to the electrical system in the building as well as to the City's electrical distribution system to accommodate the additional electrical loads.

Bloom asked about grant compliance in utilizing these grant funds to upgrade the building if later the City wanted to sell the building. Fleury replied that the grant requirements outlined what the funds could be used for, not the duration of occupancy afterwards. The grant does not account for infrastructure changes in the road and electrical distribution. Graham added that Representative Pam Marsh helped bring in the funding for this project and recalled the

intent is to preserve this historic space and to keep it as a school. The roof repair was a clear priority, as was asbestos flooring mitigation, and the HVAC system also. Those estimates were done before the cost escalation over the past few years. DuQuenne asked if the HVAC improvements would be farther down the line. Fleury explained what the HVAC improvement project would include. DuQuenne asked if the \$107,000 for roofing was in preparation for solar panels. Fleury spoke that the expense is to bring the roofing up to current seismic code, which would also be able to support solar panels. DuQuenne stated the importance of bringing the building up to code, while solar panels could be discussed later. Hansen wanted assurance that the asbestos removal would be done in a safe way. Fleury responded that the project manager is working with the Oregon Child Development Coalition (OCDC) who is occupying the building and the contractor to minimize the impact. Based on the initial schedule, work could begin in July and finish mid-September. This includes complete construction phase: floor removal, mitigation, floor and fixture installation, and having all furniture moved back into place. The law requires that a certified asbestos abatement contractor do that work, which Vitus can perform. Hansen asked Fleury how he suggested to incorporate the \$107,000 addition to the roofing project. Fleury responded it could come from the grant by reducing funding for the other upgrades. Hansen asked what the usable life of the roof is, and Fleury recalled it was a 35- or 50-year membrane. Hyatt asked about the current conditions of the flooring tile, and Fleury stated that certain sections have already been replaced by OCDC. He mentioned they are seeing more and more tiles reach the friable stage where mitigation is required. Bloom asked if there was a delay in the project that affects the school, where could the occupants go. Fleury responded that they have had conversations with OCDC and their partners regarding this. Graham mentioned there are discussions underway with Tom McBartlett, Electric Utility Director, regarding other electrical system upgrades needed to supply this specific area and asked if Fleury had discussed addressing the electrical infrastructure needs for this project through that broader Electric Utility Master Planning process. Fleury responded that he would have that conversation with McBartlett. Hansen asked if the plywood addition to the roof would be required regardless of whether solar was added or not. Fleury responded that the improvement needed to meet seismic code would also accommodate the solar array. Fleury spoke that changes in the occupation and use of the building could trigger those code requirements. Hansen asked why this wasn't included in the original bid conversation, and Fleury replied there was not a structural analysis at the time. Bloom asked if the roof upgrade would meet code requirements. Fleury said if additional code requirements are triggered, only wall strength improvements would be needed if the roof is properly done now. Graham clarified the council would take up the two items separately starting with the floor contract.

Councilor Bloom/Hyatt m/s to award a public improvement contract to Vitus Construction for Project No. 2019-27 Briscoe Flooring Replacement in the amount of \$180,990.00.

Discussion: Hyatt spoke she thinks it's important for the health and safety of the people in the building and it is in line with the discussion Council had when the grant was awarded.

Roll Call: DuQuenne, Hansen, Dahle, Bloom, Kaplan, and Hyatt. YES. Motion passed.

Fleury asked for staff direction regarding the roof and the added costs. Graham brought up the original intention to improve the building first, and then take up conversations about future use. Fleury said that the Facility Condition Assessment (FCA) being conducted would also provide additional information. Hansen wanted to assure OCDC that the City does not have any plans to change the use of the building in the near future. DuQuenne received clarification from Fleury that the added \$107,000 portion of the roof would bring the roofing portion up to code and would be funded by the grant. Kaplan expressed appreciation for catching the additional need before a 35–50-year roof was put on that might need to be re-done in the future. Graham expressed support for the added sheeting, especially since this is for a seismic upgrade in a school. Graham asked Council for a nod of heads and confirmed that staff direction is to move forward with the roofing improvement. Fleury asked for staff direction regarding the HVAC portion, as well as electrical upgrades including in the street. Hyatt suggested that after the roofing, flooring and related mitigation are complete, that the remaining \$380,000 goes towards the HVAC. Graham confirmed with Fleury that his team would report back after learning more from the Facilities Condition Assessment and Facilities Planning Study.

IV. NEW BUSINESS

2. “If I Were Mayor” Student Contest Winners

Graham spoke about the request for applicants for the “If I Were Mayor” contest last Fall. The Oregon Mayors Association holds this contest every year. Mayors in their localities put out a call that encourages all ages to enter, and winners move on to the State contest. Graham sent our winners on to the State contest, whose awards will be in July. The two winners for 2024 were invited to come up for introduction and try out the Mayor’s chair and gavel.

Avalon Gerk is the middle school winner from Willow Wind. Her submission was an essay that included how to tackle a variety of challenges: from how to best support our unhoused population, to economic development, maintaining parks, and boosting the City’s revenue stream all in one essay. Graham spoke how impressed she was with Gerk’s ability to balance between what is an individual’s responsibility, and what is the community’s responsibility. Ember Richards is the fourth-grade winner from Trails Outdoor School. Richard’s submission was a poster she created. Graham said Richards was able to bring in public safety through reducing wildfire risk, infrastructure improvements including bike lanes and pedestrian safety, and livability improvement with community gardens in new housing developments. Graham spoke about how Richard’s poster portrayed a vibrant, wonderful, and friendly Ashland.

Recess from 7:32 to 7:40.

3. 2023–25 BN Supplement Budget & Resolution–Revenue Recognition & Budget Appropriations for Fire Department

Finance Director Mariane Berry presented a supplemental budget to recognize revenue for the 2023–25 biennium. Berry recognized \$500,000 of interest income earned beyond what was forecasted. This amount was requested to be appropriated towards Ashland Forestlands Climate Adaptation Project for Wildfire Mitigation through the logging project that was

approved at the March 19, 2024, regular business meeting. Berry then recognized \$174,000 as part of the larger Oregon State University grant of \$284,000 awarded to Ashland Fire and Rescue. Schools and childcare centers will receive air quality monitoring technical assistance, training, and interventions for better smoke preparedness. The grant is for \$284,000, but the City is recognizing what it anticipates to expend in the current biennium.

Hansen asked if the remaining balance of \$109,695 could be utilized in the next biennium. Berry confirmed that amount was not expected to be expended this biennium and could be utilized in the next. Graham asked Berry where the interest increase came from, and Berry spoke it was from the accumulation of funds from the previous biennium, and investments in the local government investment pool.

Councilor Dahle/Hansen m/s adopt Resolution 2024-10 authorizing a 2023-25 BN supplemental budget.

Discussion: Dahle and Hansen thanked Berry and her team for their fiscal responsibility.

Roll Call: Hansen, Hyatt, Bloom, Kaplan, DuQuenne, and Dahle YES. Motion passed.

4. Agreement between City of Ashland & Ashland Police Association July 1, 2023- June 30, 2026

Human Resources Director Molly Taylor and Chief of Police Tighe O'Meara presented the agreement, which the Police Association voted unanimously to approve.

DuQuenne asked about the expiration of June 2023 and why it was only now brought to Council. Taylor responded that negotiations take time. O'Meara added that it is typical for contracts to be retroactive. DuQuenne spoke that being proactive is important and inquired further about the specific dollar amount increase. Cotta spoke that the \$72,000 increase in amount was for all positions under the contract for the year. Cotta reminded Council that the City received the Ashland Police Association (APA) letter while under negotiations with the Fire contract. O'Meara explained the negotiations are inherently dependent on both parties and therefore outside of the City's control.

Councilor Bloom/Dahle m/s to approve the three-year contract, ratifying the tentative agreements reached in negotiations with the Ashland Police Association, and authorize the Interim City Manager and Mayor to sign the three-year contract.

Discussion: Bloom expressed appreciation for the hard work of the City's officers who face increasing responsibilities. Dahle wanted O'Meara and the APA to know how proud the Council is regarding the professionalism shown by the department. Dahle spoke about his ride along with the Police and said the empathy the officers showed was astounding. The City of Ashland's Police department is to be commended.

Roll Call: Hyatt, Bloom, Kaplan, Hansen, DuQuenne, and Dahle YES. Motion passed.

Graham asked O'Meara to pass along to his team that the Council appreciates their work.

Graham recused herself from proceedings due to a potential conflict of interest and Hyatt took over as Chair.

5. Affordable Housing Trust Fund Awards

Linda Reid and Echo Fields, HHSAC Chair, presented the item. This year the City offered \$350,000 in Affordable Housing Trust Fund grants. The HHSAC received four applications totaling \$440,000. On March 25, 2024, the HHSAC conducted a public hearing, evaluated the grant applications, and made award recommendations. HHSAC and staff recommendations are consistent. The applicants were:

- Ashland Community Land Trust Organizing Committee (ACLTOC) to establish a community land trust in Ashland for \$40,000.
- Habitat for Humanity of Rogue Valley (HHRV) for land acquisition to development affordable home ownership units for \$100,000.
- Opportunities for Housing Resources and Assistance (OHRA) for resource navigation to assist homeless population to attain housing for \$200,000.
- Sunstone Housing Collaborative (SHC) towards land acquisition for \$100,000.

Reid said HHSAC and staff recommendation is: \$40,000 to ACLTOC, \$100,000 to HHRV, \$155,000 to OHRA, and \$55,000 to SHC.

Bloom asked why SHC was awarded half of what was requested. Fields said SHC did not yet have a letter of agreement with the school district about the property, nor had they selected a developer. The committee also considered that the SHC applied for three funding sources and received funding from all three. Bloom asked if there was a representative from SHC present. Kristal Palmer, the Executive Director of SHC approached the Council. She spoke SHC is in the final stages of developing an RFP in conjunction with the school district's contractor. Bloom asked about previous discussions regarding earlier projected timelines, and Palmer clarified those were hopeful timelines based on RFPs going out early Spring. Hansen thanked Palmer and asked for a quick description of the project. Palmer responded that SHC looked at best practices from other developments in other states which included school districts. One important criterion is to have an integrated community of mixed income units that are indistinguishable from one another. Palmer expects a combination of townhomes, single family units, and apartments. Bloom asked Palmer whether a higher award amount would assist SHC in maintaining projected timelines, and Palmer indicated no. Kaplan asked Reid about the lack of provisional wording in this award and Reid confirmed that wording was not needed. Hansen asked about the source of this funding, and Reid responded it was from the marijuana tax funding dedicated in 2018 to the Housing Trust Fund account which is in the general fund.

Councilor Hansen/Kaplan m/s to award the 2024 Affordable Housing Trust funds as follows:

- **\$40,000 to Ashland Community Land Trust Organizing Committee**
- **\$100,000 to Habitat Housing Proposal**
- **\$155,000 to OHRA**
- **\$55,000 to Sunstone Housing Collective**

Discussion: Hansen spoke that all the awards represent one of the council's highest priorities of affordable housing and livability. Kaplan thanked the HHSAC for their work.

Roll Call: Hansen, Hyatt, Bloom, Kaplan, DuQuenne, and Dahle YES. Motion passed.

Mayor Graham rejoined the meeting.

6. Social Service Grant Awards

Reid mentioned the City has traditionally granted social service grant funding every other year. Two years ago, it was changed to once for the biennium. For the biennium, an award total of \$134,000 was offered either in full, or to be split, with half given each year. The Committee received 12 applications totaling over \$300,000 for this funding stream. HHSAC reviewed the applications on February 22, 2024, and made their recommendation. Hyatt asked if the recommended award structure allows the awarded organizations the ability to meet their missions. Fields spoke the recommended awards are meaningful amounts for small organizations and those with additional income streams. Reid added that smaller grants with less restrictions are better able to help community organizations. Hyatt spoke about the mental health and substance use treatment services that La Clinica will bring online. Graham asked about streamlining the process moving forward to reduce administration costs. Reid reviewed the history of the process which is now more streamlined, and Reid can more actively assist applicants.

Councilor DuQuenne/Kaplan m/s to accept the Housing and Human Services Advisory Committee's award recommendations allocating the social service grant funds as follows:

- Ashland Emergency Food Bank \$4,333
- Ashland Food Angels \$10,667
- Community Works Inc. (Dunn House) \$8,000
- RVCOC- Food and Friends \$6,333
- Jackson County SART \$6,667
- La Clinica \$13,333
- OHRA \$34,333
- Peace House \$12,500
- Southern Oregon Jobs with Justice \$11,667
- Sunstone Housing Collaborative \$7,500
- St. Vincent De Paul \$13,333
- United Way \$5,333

Discussion: DuQuenne, Kaplan, and Graham thanked the HHSAC

Roll Call: DuQuenne, Hansen, Dahle, Bloom, Kaplan, and Hyatt. **YES. Motion passed.**

V. RESOLUTIONS AND CONTRACTS

7. Resolution 2024-12 Approving a Jackson County Order to Initiate Formation of Jackson County Animal Control Service District

Dave Dotterer, Jackson County Commissioner and Ashland resident asked for support to enable the citizens of Ashland to participate in the new Jackson County Animal Control Service District. The request is to pass a resolution to include the City in the territory of the district if the voters approve of the measure in November. Dotterer emphasized the animal control program is primarily for the safety and well-being of the citizens. The shelter has been using one-time funding, but without long-term stable funding they will need to reduce the Animal Control Program. Stacy Brubaker, Director of Jackson County Health and Human Services provided a power point presentation (see attached).

Bloom asked for clarification that the request is for capital funding rather than operational funds. Joel Benton Senior Deputy County Administrator and County Counsel clarified the request is for both. Bloom asked about funding services that taxpayers already expect to receive, and about the County's contingency fund. Benton spoke that citizens are used to a level of service above what is required by the County, but funds to do so are depleted. Long-term stable funding afforded by a tax district would allow the current level of service to continue. If the measure fails, there are short-term options such a 5- or 10-year levy for capital improvements, but this would not help with long-term operational needs. Benton spoke about the County's contingency fund and articulated the various ways it was already provisionally allocated which left about 20 million unallocated. Hyatt asked if there was a schedule for public engagement and why a service district where the control remains with the County was selected instead of a special district which would have its own board. Benton spoke that the presentation to municipalities is the beginning of the community engagement piece. He added the County currently has the obligation as the dog control authority which cannot be passed onto a special district, even if a special district to run an animal shelter was formed. Hyatt asked if it was possible to contract with a third-party entity to provide the extra services needed. Benton responded that while it is possible to contract with a third party, the county would still be under obligation as the dog control authority. Dahle asked how the public was involved if they were already bringing a proposal. Benton spoke the responsibility of the County was to come up with a funding plan to put to voters, who would then be able to weigh in. Kaplan asked about financials, specifically the debt service and interest rate for the bond. Benton would reach out to finance for an answer. Kaplan asked for clarification regarding the County's contribution that he did not see on the pro forma kicking in until year six. Benton clarified if this measure passes the county contribution would continue to support the program as it is already running, while the financials were about funding the capital project. Benton spoke if the measure passed in November of 2024, the County would not collect revenue until November of 2025. Kaplan inquired further and Benton could bring back a clearer financial picture to Council. DuQuenne spoke this has been on the County's Capital Improvement Program (CIP) list for the past 18 years and asked if they had presented to all 11 municipalities during this time. Benton responded that Ashland is the sixth and listed off the other presentations. DuQuenne asked about public input in formulating options such as the service district vs special district and any alternatives for transparency. Brubaker spoke that during the two years in her position, she has had ongoing conversations with multiple individuals and agencies to bring a feasibility study to the Board of Commissioners. The Board decided they wanted to put forward a service district. DuQuenne inquired further about County obligation, and Benton clarified the obligation is dog control, and having an animal shelter allows them to serve that function when dogs need to be impounded.

Public Comment

Denise Krause/Ashland – Krause stated on February 29, 2024, the Jackson County Administrator updated Commissioners on overdue capital projects and stated many of those projects were not public facing including the animal shelter. On March 26, 2024, the County

Administrator unveiled a proposal for a perpetual service district. There was no public involvement in the planning process. Krause asked that alternatives be considered and publicly discussed. There is a public forum scheduled to discuss this and other options at the Medford library on April 23, 2024, and urged Councilors to wait.

Jeanne Chouard/Ashland – Chouard spoke that the County skipped the public input portion of this and was pushing a service district on the taxpayers. Chouard urged the Council to table this resolution and asked the County to engage participation from all stakeholders.

Hyatt asked about current capacity and the responsibility the County has for Animal Control and how often the shelter is faced with the need to euthanize animals. Brubaker spoke in her two years in the position, the last two weeks were the first time that the County reached capacity and had to make decisions regarding euthanasia. Graham asked about the more expensive facility without additional capacity. Brubaker clarified there would be increased capacity but that was not the primary aim and did not know what the additional capacity would be until funding was secured. Kapan asked what would happen if Ashland voters said no, and Benton clarified that the process of presenting to municipalities will help the County Commissioners know if they will have enough tax dollars to for a service district. Graham opened the floor for a motion. No motion was made. Graham thanked the County representatives for coming. Cotta inquired if there was interest in taking this item back up at a date certain in the future. Graham polled the Councilors, and none had interest in taking this item back up in its current format.

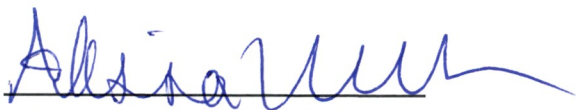
VI. OTHER BUSINESS FROM COUNCIL MEMBERS/REPORTS FROM COUNCIL LIAISONS

Council liaison discussion was tabled until the next meeting due to time.

VII. ADJOURNMENT OF BUSINESS MEETING

Meeting adjourned at 9:30 pm.

Respectfully Submitted by:



City Recorder Alissa Kolodzinski

Attest:



Mayor Tonya Graham

Jackson County Animal Control Service District



2024

1

Only Publicly Operated Animal Shelter in Jackson County



- Operated by Jackson County
- Animal Control for dogs is a function of Jackson County pursuant to Chapter 609 of the Oregon Revised Statutes
- At times, authorized to impound a dog
- Impounding a dog requires an animal shelter which meets the needs of the community and the animals in the care of the County at the animal shelter
- There is no provision that requires the County to provide services for cats or other animals

2

Current Facility:

Located at 5595 South Pacific Hwy, Talent



3

Current Facility:

- Built prior to 1975
- Original capacity for 14 dogs
- Expanded to an additional 16 dogs and office space in 1975
- In 1991, current space was expanded again adding capacity for 25 additional dogs, bringing total to 55
- Today the current kennel capacity at the shelter is 86 , with dogs having to be housed in crates along hallways when shelter exceeds capacity



4



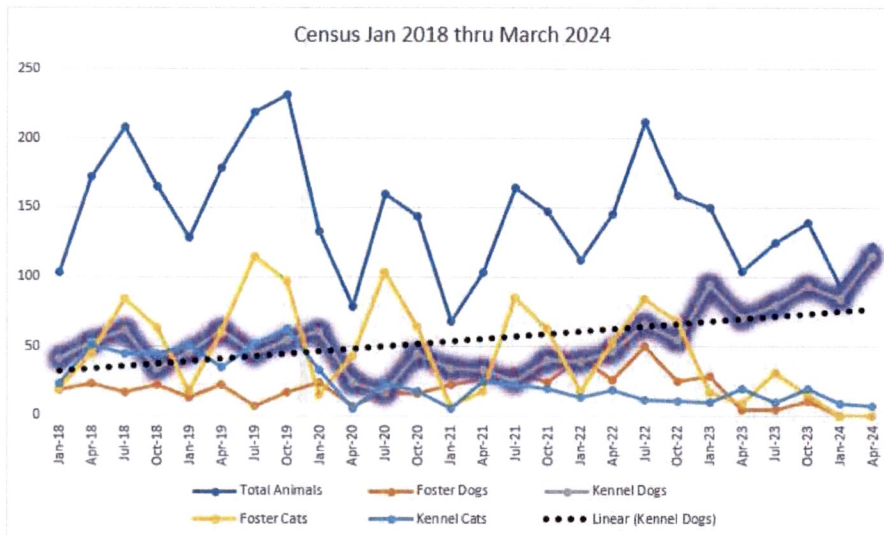
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When Over Capacity

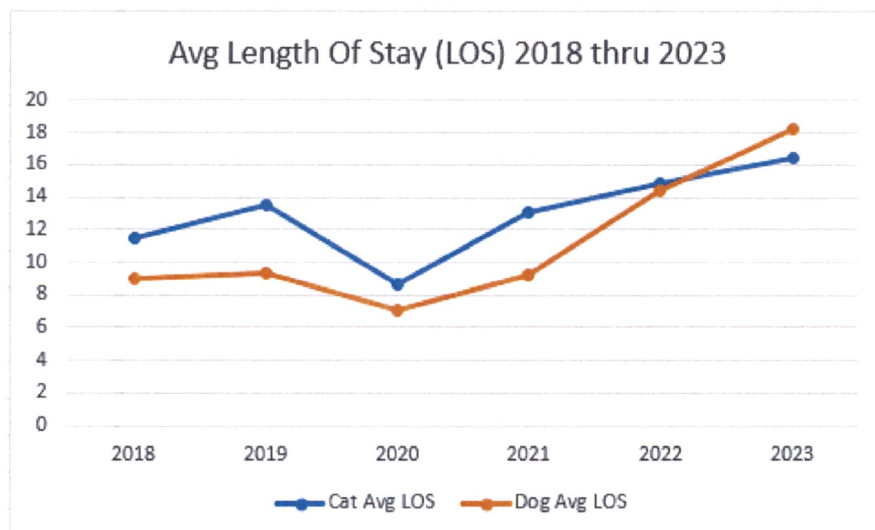


6

Statistics



7



8

Animals Held as Evidence:

- Jackson County currently receives and holds both dogs and cats for various jurisdictions when they are seized as evidence for a criminal matter
- These animals often remain at the shelter for long periods of time for a variety of reasons:
- The cost of care for these animals is covered by the County currently as the defendants do not typically have the means to pay, even when it is put in as part of court findings



9

"WHY NOW?"



- The current Animal Shelter has no longer meets the needs of Jackson County and the public for the care and custody of dogs and other animals, including cats
- The current shelter has reached its capacity to be renovated, remodeled, and expanded to accommodate the needs for the housing and care of dogs and other animals, including cats
- After a deep review and revamping of the program over the past two years, County Administration is ready to move forward, with the building of a new shelter that is able to meet the current needs of our county population and allows for the implementation of best practices for shelter operations and animal care

10

This is not “new” or “all of a sudden”

Jackson County officially started a conceptual design with a signed contract with a local architect on August 31, 2021.

The current conceptual drawing is one of many as we have continued to learn more about running an up to date shelter, and there will many more iterations to come.

Eventually, if we move forward with the building of a new shelter, there will be an entire design team and an effort to reach out for public and partner input.

In the past year there have been more than ten articles in the Rogue Valley Times in relation to the feasibility study and the building of a new shelter. A few quotes are listed on the next slides

11

This is not “new” or “all of a sudden”

February 3, 2023

"Jordan said he has been working on plans to build a new animal shelter since he started as administrator in 2006, and he said plans are in the works for a new facility as part of a feasibility study."

March 24, 2023 – OUR VIEW

"As the study into what a future shelter will look like is conducted, we suggest it's time to rein in the rhetoric and remember that all parties involved have the same priorities."

12

This is not “new” or “all of a sudden”

June 13, 2023

“County officials made a handful of changes at the animal shelter last year, including a volunteer-free day so shelter staff could deep clean, complete evaluations and work on a feasibility study to determine future changes to the aging shelter.”

December 12, 2023 –

“A study is underway to determine the cost of doing business and the feasibility of replacing the shelter originally built in 1961.”

13

Current Cost of the Animal Shelter

- Revenue currently received from performing dog control functions is insufficient to properly construct, maintain and operate animal control services
- Revenue currently generated \$636,255 per year, as of fiscal year 2022-2023 through various fees
- Expenses of \$2,194,219 per year, as of fiscal year 2022-2023
- 2014-2015 and prior the shelter was funded through a bequest from the Beebee Funds
- 2014-2015 \$0 from GF, as of 2024-2025 \$1,200,000 GF
- Additional revenue is received from other sources, including temporarily supplemental, one-time general fund, non-operating reserves
- These existing sources of revenue are simply insufficient and not sustainable over time

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What has changed?

- Changes in laws related to the use of criminal justice individuals for manual labor
- Creation of new positions and the hiring, training and retaining of additional staff
- Consistently being over capacity has limited ability for accepting and caring for cats



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"The Ask" of Cities/Municipalities

- Jackson County Board of Commissioners are asking that the eleven cities/ municipalities support the creation of the Jackson County Animal Service District under the authority of Oregon Revised Statute (ORS) 451.010(1)(q) by passing resolutions approving the inclusion of the city in the "District"
- The new district would have the authority to construct, maintain, and operate an animal care and control service facility
- Specifically a new Animal Shelter for the housing and care of dogs and other animals including cats
- Voters will be asked to establish a permanent property tax rate limit of 15 cents per \$1,000 of assessed value for the District
- The District will have the authority to levy and collect general property taxes up to the approved rate limit

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Median Real Market Value and Assessed Value



Area	Median RMV	Median AV	Proposed \$.15 Per/1000 AV
Ashland	\$ 546,600	\$ 313,850	\$ 47.08
Butte Falls	\$ 212,430	\$ 104,410	\$ 15.66
Central Point	\$ 365,875	\$ 199,980	\$ 30.00
Eagle Point	\$ 420,200	\$ 215,445	\$ 32.32
Gold Hill	\$ 269,700	\$ 149,580	\$ 22.44
Jacksonville	\$ 622,710	\$ 330,230	\$ 49.53
Medford	\$ 384,550	\$ 212,000	\$ 31.80
Phoenix	\$ 369,350	\$ 199,240	\$ 29.89
Rogue River	\$ 332,075	\$ 178,595	\$ 26.79
Shady Cove	\$ 388,970	\$ 209,710	\$ 31.46
Talent	\$ 353,165	\$ 210,205	\$ 31.53
Unincorporated	\$ 420,545	\$ 229,750	\$ 34.46

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*The will of the
Jackson County Citizens
to fund an
Animal Control Service District
to pay for the new facility
and the cost of the ongoing services
will determine the scope of the project*

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If the district is passes...

- Construction of the new facility, \$15 million (approx.)
- With an anticipated additional 3.5 million in revenue and combined with continued general fund support to provide for debt service, operations and maintenance of the shelter
- Should the effort pass than the County would build enough space and plan to serve both cats and dogs



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Should the District fail...

- Consideration will be given to construct a reduced facility footprint with reduced operational and program offerings to the extent possible, with not guarantee that it can proceed.
- Shelter would be designed for dogs only
- County would relook at current fee structure and make recommended changes to fees for municipalities that are currently offered without cost

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The Vision...



- Total Projected Capital Cost \$15 Million
- Total annual budget year four (built, open and operational) including debt service and operations is approximately \$6,347,849

Operations \$4,082,741
(includes \$400,000 for onsite vet services and \$600,000 for enforcement activities)

Debt Service \$2,265,108
(eliminated after year 10-general fund to fill the gap – which is not sustainable)

- Tax collected year four is approximately \$4,087,578

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PROJECTIONS, PROJECTIONS, PROJECTIONS

- All you are about to see are projections, estimates, best guesses:
 - ✓ Not intended to necessarily increase a great deal of capacity
 - ✓ Increase efficiency so that we can better house and care for our current population
 - ✓ Example: Spay and neuter's currently move slowly which lowers our churn.
 - ✓ Find opportunities to increase the adoption rate to move animals through faster
- Once we have the go ahead for a new shelter we will start an official process of:
 - ✓ Hiring an architect
 - ✓ Creating a design team
 - ✓ Get input from professionals
 - ✓ Community partner participation
 - ✓ True numbers of kennels, based on the information we have at the time

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New Location

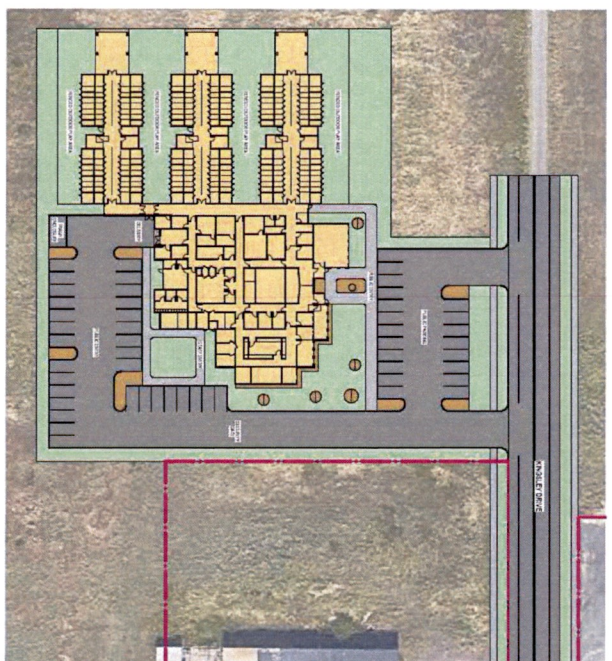
SW Corner Grumman Drive and Kingsley Drive, Medford



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100-100-00000-1
Jackson County Animal Services Building
 3000 SW 10th Street
 SW Corner Gorman Drive and Kingsley Drive, Medford, Oregon 97504
 100-100-00000-1



- SPACE TYPE**
- ☐ Kennel
 - ☐ Office
 - ☐ Reception
 - ☐ Storage
 - ☐ Corridor
 - ☐ Restroom
 - ☐ Breakroom
 - ☐ Conference Room
 - ☐ Training Room
 - ☐ Veterinary Exam Room
 - ☐ X-Ray Room
 - ☐ Lab
 - ☐ Autoclave
 - ☐ Wash Area
 - ☐ Loading Dock
 - ☐ Parking
 - ☐ Landscaping

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Questions???