

# Council Business Meeting

January 17, 2023

<b>Agenda Item</b>	Annual Appointment to the Citizens' Budget Committee	
<b>From</b>	Melissa Huhtala	City Recorder
<b>Contact</b>	<a href="mailto:Melissa.huhtala@ashland.or.us">Melissa.huhtala@ashland.or.us</a> ; (541) 488-5307	

## **SUMMARY**

Appointment of five vacant positions on the Citizens' Budget Committee with one term ending June 30, 2023, two terms ending June 30, 2024, and two terms ending June 30, 2025.

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

N/A

## **PREVIOUS COUNCIL ACTION**

N/A

## **BACKGROUND AND ADDITIONAL INFORMATION**

Notice was made to the public of these vacancies. Ten applications have been received for consideration from the following members of the public: Linda Peterson-Adams, Richard Barth, Andy Card, Anne Cowden, Jeff Dahle, Christine Fernlund, Mike Gardiner, Shane Hunter, Eric Navickas and Leda Shapiro (see attached applications).

### **Election process (voting)**

1. There are ten (10) applicants to fill five (5) open Citizens' Budget Committee positions. Returning/continuing members of the Committee include the following:
  - David Runkel, June 30, 2023 term ending
  - Saladin Amery, June 30, 2024 term ending
2. Elections for identified position/term – ballots will be provided by the City Recorder to the Mayor and Councilors to select from all applicants for the below listed committee member terms of office in the sequence indicated. The individual(s) who receive a majority of Mayor and Councilor votes are selected for appointment. Subsequent votes by ballot will be taken in the case no individual receives a majority of votes or in the case of a tie. Final appointment of the selected individuals is made/confirmed by Council motion (see below Action, Options & Potential Motions section).

First selection ballots: 1 position - June 30, 2023 term ending  
Second selection ballots: 2 positions - June 30, 2024 term ending  
Third selection ballots: 2 positions - June 30, 2025 term ending
3. The City Recorder will tally the selection votes after each ballot and read the selection results aloud. Final Mayor and Councilor selection votes and results will be posted on the City website following the Council meeting.

**FISCAL IMPACTS**

N/A

**STAFF RECOMMENDATION**

N/A

**ACTIONS, OPTIONS & POTENTIAL MOTIONS**

The following motion will be in order once the final selection votes are tallied and announced by the City Recorder.

I move to appoint the following individuals by term to the Citizens’ Budget Committee (names to be inserted in blank spaces):

- \_\_\_\_\_ for the term ending June 30, 2023;
- \_\_\_\_\_ and \_\_\_\_\_ for the term ending June 30, 2024;
- \_\_\_\_\_ and \_\_\_\_\_ for the term ending June 30, 2025.

**REFERENCES & ATTACHMENTS**

- Attachment 1: Richard Barth
- Attachment 2: Andy Card
- Attachment 3: Anne Cowden
- Attachment 4: Jeff Dahle
- Attachment 5: Christine Fernlund
- Attachment 6: Mike Gardiner
- Attachment 7: Shane Hunter
- Attachment 8: Eric Navickas
- Attachment 9: Linda Peterson-Adams
- Attachment 10: Leda Shapiro

**APPLICATION FOR APPOINTMENT TO  
CITY COMMISSION/COMMITTEE**

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 20 E Main Street, or email [melissa.huhtala@ashland.or.us](mailto:melissa.huhtala@ashland.or.us). If you have any questions, please feel free to contact the City Recorder at 488-5307. **Attach additional sheets if necessary.**

Name \_\_\_\_\_

Requesting to serve on: \_\_\_\_\_ (Commission/Committee)

Mailing Address \_\_\_\_\_

Physical Address \_\_\_\_\_

Occupation \_\_\_\_\_ Phone: Home \_\_\_\_\_

Work  
\_\_\_\_\_

**1. Education Background**

What schools have you attended? \_\_\_\_\_

What degrees do you hold? \_\_\_\_\_

What additional training or education have you had that would apply to this position?  
\_\_\_\_\_  
\_\_\_\_\_

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? \_\_\_\_\_  
\_\_\_\_\_



**3. Interests**

Why are you applying for this position? \_\_\_\_\_

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**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? \_\_\_\_\_

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**5. Additional Information**

How long have you lived in this community? \_\_\_\_\_

Please use the space below to summarize any additional qualifications you have for this position

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\_\_\_\_\_

Date



Signature





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Name Andrew Card

Requesting to serve on: Citizen's Budget Committee (Commission/Committee)

Mailing Address

Physical Address

Occupation Business Owner / Consultar

Phone: Home

Work

Email

Fax

**1. Education Background**

What schools have you attended?

Northwest Christian University, Southern Oregon University, University of Saultain

What degrees do you hold?

B.A. in Business, MBA, MIB:Master's in International Business

What additional training or education have you had that would apply to this position?

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

I've had the opportunity to manage multimillion-dollar department budgets at a Fortune 100 corporation.

I currently run two businesses and am vice president of the board of directors for two local nonprofits.

I am responsible for budget planning, allocating financial resources, and maintaining fiscal responsibility.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Not necessary, but continuous training

in a technical field is always advantageous.



**3. Interests**

Why are you applying for this position?

I have a strong interest in seeing Ashland

thrive and want to use my skill set to help manage the budget and allocate resources wisely.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Yes, I'm available day or evening

**5. Additional Information**

How long have you lived in this community?

7 years

Please use the space below to summarize any additional qualifications you have for this position

The ability to draw reasoned conclusions from analysis and synthesis of available information;

Experience with internal controls to protect the integrity of the organization and prevent waste,

fraud, and mismanagement, reporting any instances where such problems occur;

**Uses material and financial resources prudently;**

**Complies with responsibilities regarding resource reporting;**

I interact professionally, courteously, and competently with all team members,

including persons of other cultures and political beliefs

Ability to recognize patterns or trends in numerical data;

12-16-2022

Date

Andy Card

Signature

Digitally signed by Andy Card  
Date: 2022.12.16 20:10:06 -08'00'



APPLICATION FOR APPOINTMENT TO  
CITY COMMISSION/COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 20 E Main Street, or email Melissa.hubb@ashland.or.us If you have any questions, please feel free to contact the City Recorder at 488-5307. **Attach additional sheets if necessary.**

Name Dr. Anne Cowden, PhD (Public Administration)

Requesting to serve on: Citizen's Budget Committee (Commission/Committee)

Mailing Address [REDACTED]

Physical Address \_\_\_\_\_

Occupation Retired Professor Phone: Home [REDACTED]

Work \_\_\_\_\_

Email \_\_\_\_\_

Fax \_\_\_\_\_

**1. Education Background**

What schools have you attended? Willamette Univeristy, UCLA, USC

What degrees do you hold? BA, MA, MPA, PhD.

What additional training or education have you had that would apply to this position?

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

I was a budget analyst for the California Office of the Legislative Analyst (LAO) which the CBO was patterned after.

I taught and studied budgeting many times. I have also consulted with the CA governor's office on budget matters.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? One can always use more knowledge.



**3. Interests**

Why are you applying for this position?

I am interested in improving the approach to the City budget.

I also looked at the 2021-2022 adopted budget and that if the first two percent and then can actually be looked after and then to not increase on almost anything.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Yes. Either is fine.

**5. Additional Information**

How long have you lived in this community?

4 years.

Please use the space below to summarize any additional qualifications you have for this position

My father was a City Manager, a goal I wished until I realized that there were no women city managers in California at the time. I then worked in government and taught public policy and administration for almost 40 years. I have consulted with state, local and nonprofit organizations on many issues. I also have sat on the Board of 12 nonprofit agencies.

11-11-2021

Date

*Bonne Chavde*  
Signature



**APPLICATION FOR APPOINTMENT TO  
CITY COMMISSION/COMMITTEE**

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Name Jeffrey (Jeff) R Dahle

Requesting to serve on: Citizen Budget Committee (Commission/Committee)

Mailing Address [REDACTED]

Physical Address Same

Occupation Director of Engineering Phone: Home [REDACTED]

Work [REDACTED]

Email [REDACTED]

Fax n/a

**1. Education Background**

What schools have you attended? Univ of Oregon, Univ of Phoenix, Southern Oregon Univ

What degrees do you hold? Bachelor of Science, Information Technology

What additional training or education have you had that would apply to this position?

MBA (in progress), Oregon Department of Revenue, Local Budget Law Training - 2020, 2021

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

In addition to over 20 years of senior level management experience in the corporate environment

which includes significant fiscal and budget responsibilities, I have owned and operated small businesses

as well as have served as President and CFO/Treasurer of three non-profit organizations.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Absolutely and without question. The best thing an





**3. Interests**

As an Ashland native with considerable

Why are you applying for this position?

understanding of the community, as well as financial acumen, problem-solving skills and a collaborative approach, I believe that

my leadership, positive attitude, well-rounded skill set and experience can and will contribute to the city's long-term financial success.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Available as needed/required

**5. Additional Information**

1975-1995, 2010-Present

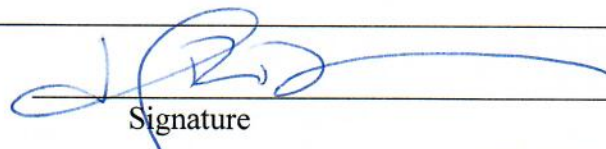
How long have you lived in this community?

Please use the space below to summarize any additional qualifications you have for this position

Ashland Airport Commission, 2020-Present (Elected Commission Chair - 2021, 2022)

6/13/2022

Date

  
Signature



# CITY OF ASHLAND

## APPLICATION FOR APPOINTMENT TO CITY COMMISSION/COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 20 E Main Street, or email [melissa.huhtala@ashland.or.us](mailto:melissa.huhtala@ashland.or.us). If you have any questions, please feel free to contact the City Recorder at 488-5307. **Attach additional sheets if necessary.**

Name Christine Fernlund

Requesting to serve on: Budget Cmte (Commission/Committee)

Mailing Address [REDACTED]

Physical Address same

Occupation Retired Phone: Home [REDACTED]

Work Cell: [REDACTED]

Email [REDACTED]

Fax \_\_\_\_\_

### 1. Education Background

What schools have you attended? Southern Illinois Univ. BA, Psychology, Learning Theory

What degrees do you hold? Univ. Of Illinois MEd, Special Education

Northwestern Univ. MS, Electrical Engineering, IT

What additional training or education have you had that would apply to this position?

[REDACTED]

### 2. Related Experience

What prior work experience have you had that would help you if you were appointed to this position?

budget &, financial planning, business process re-engineering, root cause analysis

ROLM, IBM, Siemens AG

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? not necessarily



**3. Interests**

Why are you applying for this position? \_\_\_\_\_

I believe I have something to offer and I have been successful working  
\_\_\_\_\_ in a team environment with conflicting priorities.  
\_\_\_\_\_

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? \_\_\_\_\_

Yes, I am available. Either daytime or evenings work for me.  
\_\_\_\_\_

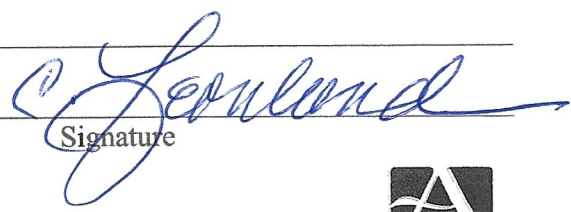
**5. Additional Information**

How long have you lived in this community? 12 years

Please use the space below to summarize any additional qualifications you have for this position

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6/28/2022  
Date

  
Signature





# CITY OF ASHLAND

## APPLICATION FOR APPOINTMENT TO CITY COMMISSION/COMMITTEE

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Name Mike Gardiner

Requesting to serve on: Citizens' Budget Committee (Commission/Committee)

Mailing Address [REDACTED]

Physical Address same

Occupation retired Phone: Home [REDACTED]

Work [REDACTED]

Email [REDACTED]

Fax [REDACTED]

### 1. Education Background

What schools have you attended? University of Evansville

What degrees do you hold? Bachelor of Science/Business Administration

What additional training or education have you had that would apply to this position?  
40 years of business management, accounting, financial planning, budgets, HR, personel management and strategic planning.

### 2. Related Experience

What prior work experience have you had that would help you if you were appointed to this position?  
Budget creation, budget forecasting, manpower planning, corporate planning and production management.

APRC operations budget management, CIP budget review and approval, personnel performance reviews, land acquisitions, yearly goal-setting, organizational prioritizing and budget forecasting.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Additional training is always welcomed. I have gone

through several public training processes. In this case I believe that I have the necessary training for this position.



**3. Interests**

Why are you applying for this position?

I am committed to promoting a well conceived

city budget that is fairly vetted by the citizen's committee. I have attended most of

Ashland's budget meetings for the past 20 years as either a presenter or an observer.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Prefer the day, but am available for either.

**5. Additional Information**

How long have you lived in this community?

Since 1986

Please use the space below to summarize any additional qualifications you have for this position

Served for 18 years as an elected Ashland park commissioner. Chair 2006-2010, 2016-2022

Served for 2 years on Ashland's Transportation Commission and worked on the most recent TSP update.

I have lead work groups that have updated the past two Trails and Open Space revisions

to the city's Comprehensive Plan.

Served on Ashland's Planning Commission from 1996-2002. Chair 1999-2002

Current President for the Bear Creek Greenway Foundation Board. Jackson County

Current President for the Ashland Parks Foundation Board.

10/4/2022

Date

MA Gardner  
Signature



APPLICATION FOR APPOINTMENT TO  
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Name Shane Hunter

Requesting to serve on: Citizen Budget Committee (Commission/Committee)

Mailing Address [REDACTED]

Physical Address same

Occupation CFO Phone: Home [REDACTED]

Work [REDACTED]  
Email [REDACTED]  
Fax [REDACTED]

**1. Education Background**

What schools have you attended? Southern Oregon University

What degrees do you hold? MBA and BS in Business Administration, both from SOU

What additional training or education have you had that would apply to this position?

I am a licensed CPA in the state of Oregon. I have attended workshops relating to cash flow strategies, construction planning, municipal economies, legislative updates, financial statements, municipal accounting/budgeting, and much more.

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

I have created and helped create \$100M+ budgets for entities with complex interagency transactions; managed human resources, recruiting, and labor pools with 100+ union and non-union employees; been involved with six strategic planning initiatives and implementations; and been immersed in the intricacies of governmental operations for 8 years.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Yes, there are always new regulations and ideas for sound

financial management practices that would help anybody be more effective.



**3. Interests**

Why are you applying for this position?

I would like to apply my skills and experience

with budgets and financial matters to strengthen the governance in Ashland and give back to a town that has helped me grow during the past twelve years.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Yes, and I prefer evening meetings.

**5. Additional Information**

How long have you lived in this community?

12 years

Please use the space below to summarize any additional qualifications you have for this position

I have been vice chair and chair of the Citizen's Budget Committee.

I serve as the budget liaison to the Municipal Audit Committee and was a member of the Cost Review Ad-Hoc Committee. All of these city committees help me understand our city in greater depth when I review the recommended budget and think about impacts to our city, our reputation, our employees, our residents, and our competitiveness as an entity in the region. I serve on other local boards and committees in various capacities that all point toward one goal: to help as many people as possible thrive and achieve happiness.

06/22/21  
Date

  
Signature



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Name Eric Navickas

Requesting to serve on: Citizen Budget Committee (Commission/Committee)

Mailing Address [REDACTED]

Physical Address (same)

Occupation Farmer/Designer Phone: Home [REDACTED]

Work (same) [REDACTED]  
Email [REDACTED]  
Fax N/A

**1. Education Background**

What schools have you attended? University of Oregon

What degrees do you hold? Bachelor of Architecture

What additional training or education have you had that would apply to this position?

I have previously served on the Budget Committee as a City Council and have a thorough understanding of the budget process and budgetary realities faced by the city.

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

As a small business owner, I have extensive experience with fiscal management and budgeting.

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? Yes, additional training is always beneficial.





**3. Interests**

Why are you applying for this position?

I believe my experience would be an asset

to the process and add to the breath of citizens who make up the committee.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? Yes, respecting my schedule. I prefer evenings.

**5. Additional Information**

How long have you lived in this community?

30+ years

Please use the space below to summarize any additional qualifications you have for this position

I am committed to finding solutions to Ashland's long term budgetary needs that strive for equity, ensure fiscal stability, protect services, and respect the community investment in quality infrastructure.

12/29/2022

Date

Signature



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Name Linda Peterson Adams

Requesting to serve on: Citizens Budget Committee (Commission/Committee)

Mailing Address [REDACTED]

Physical Address [REDACTED]

Occupation Retired Phone: Home [REDACTED]

Work [REDACTED]

Email [REDACTED]

Fax [REDACTED]

**1. Education Background**

What schools have you attended? See attached sheet

What degrees do you hold? \_\_\_\_\_

What additional training or education have you had that would apply to this position?  
\_\_\_\_\_  
\_\_\_\_\_

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? \_\_\_\_\_  
\_\_\_\_\_



**3. Interests**

Why are you applying for this position? \_\_\_\_\_

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? \_\_\_\_\_

**5. Additional Information**

How long have you lived in this community? \_\_\_\_\_

Please use the space below to summarize any additional qualifications you have for this position

\_\_\_\_\_

Date

\_\_\_\_\_

Signature





## Application for City of Ashland Citizens Budget Committee

Linda Peterson Adams

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

### Occupation

Retired Gardener and Educator

Field Director, Committee to Elect Jeff Golden

Current Community Volunteer

Ashland Food Project Board

Be The Change Rogue Treasurer

Ashland Climate Collaborative, Streets For Everyone Steering Committee

Alternate Filer for Pam Marsh for Oregon and Committee to Elect Jeff Golden

### Educational Background

University of California Berkeley BA Political Science

University of Pennsylvania ABD(Master's Equivalency)Political Philosophy

Chestnut Hill College Secondary Teaching Certificate

My spouse and I moved to Ashland from Eugene in September of 2011. I have been on the Transportation Commission since April of 2019, but have been involved with City issues around transportation and land use planning as soon as I set foot outside my door on Oak Street.

Before I became a commissioner, I was involved with attending numerous City Council, Transportation, Housing and Human Services, Planning Commission meetings and public engagement events such as The Downtown Parking and Multi-modal Study, the East Nevada Street Bridge Project, and the UPRR Cleanup discussions. I was also part of Ashland Citizens for Transit, which advocated for an electric shuttle and electrifying transit in our community. The group was instrumental during the Transit Feasibility Study that gave rise to RVTD implementing The Ashland Connector. In addition, I watched every Citizen Budget Committee meeting.

As a Commissioner, I have developed a thorough understanding of how capital improvement projects are developed and funded, how systems development charges are spent and assessed and the importance of grant funding.

As we have transitioned to the City Manager form of government, it will be all important that citizen involvement with the next biennium budget is comprehensive and studied. I am encouraged that the City has formed a vision, will hold a town hall to discuss that vision, and conducted a Citizen Survey. This will help the Budget Committee review the City Manager's Budget to see if the priorities uncovered are "consistent with the service priorities of the Mayor and Council" and to "ensure expenditures do not exceed revenues".

My compensation for the hours I expect to spend and have spent in my work for the City is in the fulfillment I have by serving the community I love.

I hereby submit my application for a four year term on the Citizens Budget Committee.

Linda Peterson Adams 1/1/2023

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Name Leda Shapiro

Requesting to serve on: Budget Committee (Commission/Committee)

Mailing Address [REDACTED]

Physical Address same

Occupation Retired Phone: Home \_\_\_\_\_

Work \_\_\_\_\_  
Email [REDACTED]  
Fax \_\_\_\_\_

**1. Education Background**

What schools have you attended? NYU, L.A. City College CalState LA,

What degrees do you hold? AA, BA

What additional training or education have you had that would apply to this position?  
Advanced Accounting classes, Conferences on IT Financial systems

**2. Related Experience**

What prior work experience have you had that would help you if you were appointed to this position?

Director of Finance- AFSCME Council 36 - Los Angeles- Focus on Budgeting

Director of Finance - Upward Bound House- non profit, transitional Housing- Focus, Budgets, HUD

grants, LAHousing Authority Grant budgets

Do you feel it would be advantageous for you to have further training in this field, such as attending conferences or seminars? Why? \_\_\_\_\_

I do not think I need any additional training at this time.



**3. Interests**

Why are you applying for this position? \_\_\_\_\_

I am applying because I want to help the City of Ashland with help in the budgeting process, which is especially difficult with COVID.

I know what needs to be done to be able to do budgets that are in line with our values.

**4. Availability**

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Do you prefer day or evening meetings? \_\_\_\_\_

I am available. Daytime is preferable but evening can be arranged.

**5. Additional Information**

How long have you lived in this community? \_\_\_\_\_

I have lived here for over a year.

Please use the space below to summarize any additional qualifications you have for this position

Before I moved here I can up many times in 20 plus years and did budget research before moving.

Date

6/3/21

Signature

*[Handwritten Signature]*

