

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 Strategic Planning Process - The Council will discuss the process of strategic planning for the Council.	November 16 - Study Session	Administration	Adam Hanks adam.hanks@ashland.or.us	Study Session
2 Annual Presentation by the Housing and Human Services Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	November 17 - Regular Business Meeting	Community Development	Linda Reid linda.reid@ashland.or.us	Presentation
3 Annual Presentation by the Public Arts Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	November 17 - Regular Business Meeting	Community Development	Aaron Anderson aaron.anderson@ashland.or.us	Presentation
4 COVID-19 Emergency Declaration - Review and potential extension of COVID-19 and Alameda Fire emergency declaration for another month.	November 17 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
5 Fourth Quarter 2020 and First Quarter 2021 Financial Review - The Finance Director will report the financial review for the Fourth Quarter of 2020 and the First Quarter of 2021.	November 17 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Presentation
6 Approval of a Contract for Utility Printing and Mailing Services - A five year contract is will need to be approved for utility bill printing and mailing services. More details to come as the RFP closes.	November 17 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Consent
7 Oak Knoll Golf Course Miscellaneous Fees Update - Council will be asked to approve the Winter Golf Rates in the miscellaneous fees booklet.	November 17 - Regular Business Meeting	Parks & Recreation	Rachel Dials rachel.dials@ashland.or.us	Consent
8 Liquor License Approval of Restaurant Republic, LLC - Per AMC 6.32 Liquor License Review, the City Council makes recommendations to the OLCC liquor license applications applied for within the city limits.	November 17 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
9 Approval of Inter-Governmental Agreement (IGA) for Fire Chief Professional Services – The City of Ashland and Jackson County Fire District #3 have developed an IGA for District #3 to provide Fire Chief staffing for exclusive use for the City of Ashland. This IGA is for a three year term and is consistent with the plan and structure presented to Council at the November 2, 2020 Study Session.	November 17 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Consent
10 Public Hearing and First Reading Amending the Land Use Ordinance Relating to Affordable Housing Standards - Revisions to the City's affordable housing resolution, resale restriction agreements, and the Ashland Land Use Ordinance relating to requirements for affordable housing.	November 17 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Public Hearing and First Reading



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11	Public Hearing and First Reading for Grand Terrace Annexation - A request for Annexation of a 16.87-acre parcel and Zone Change from County RR-5 Rural Residential) to City R-2 (Low Density, Multi-Family Residential) for the properties located at 1511 Highway 99 North. The annexation is to include adjacent railroad property and state highway right-of-way, and would remove the properties from Jackson County Fire District 5 as well. The application includes conceptual details for the future phased development of 196 apartments in 14 two-story buildings, however Outline Plan subdivision and Site Design Review development approvals are not requested here, and would be applied for subsequent to annexation.	November 17 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Public Hearing and First Reading
12	Second Reading of Open Space Ordinance Amendment - This the second reading regarding a series of ordinance amendments to the Ashland Municipal Code (AMC) Title 18 Land Use to update and clarify the open space requirements for multifamily and single-family housing developments.	November 17 - Regular Business Meeting	Community Development	Maria Harris maria.harris@ashland.or.us Bill Molnar bill.molnar@ashland.or.us	Ordinances, Resolutions, and Contracts
13	Second Reading of an Ordinance Amending Ashland Municipal Code for City Manager Charter Change - Legal will present an Ordinance that will update the Ashland Municipal Code to change City Administrator to City Manager to match up with the Charter change effective January 1, 2021.	November 17 - Regular Business Meeting	Legal	David Lohman david.lohman@ashland.or.us	Ordinances, Resolutions, and Contracts
14	Alameda Fire After Action Review Preliminary Report - A report compiled by the Ashland Emergency Operations Center will be presented on the after action review of the Alameda Fire.	November 30 - Study Session	Admin/HR	Adam Hanks adam.hanks@ashland.or.us Tina Gray tina.gray@ashland.or.us	Study Session
15	Department Head 2020-2021 Work Plan - A work plan based on each Department's work needing Council approval will be presented for the end of 2020 and 2021.	November 30 - Study Session	Admin	Adam Hanks adam.hanks@ashland.or.us	Study Session
16	Annual Presentation by the Planning Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	December 1 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Presentation
17	Lord Property Donation - Donation of 6.02 acres at the corner of North Mountain Avenue and Nepenthe Road to the Parks and Recreation Department. This donation is continuous with North Mountain Park.	December 1 - Regular Business Meeting	Parks & Recreation	Michael Black michael.black@ashland.or.us	Consent
18	Resolution No. 2020-15 Social Equity and Racial Justice Council Discussion and Action Identification - Councilor Graham requested this item have a reoccurring place on the agenda for to discuss and identify Council actions. The resolution was approved on July 7, 2020 and establishes a formal commitment by the Council, with support from Mayor Stromberg, to recognize and take action to "move forward with purpose in order to provide immediate support for advocacy efforts while putting in place the elements necessary for long-term systemic change".	December 1 - Regular Business Meeting	Administration	Councilor Graham tonya@council.ashland.or.us	Unfinished Business
19	Adoption of Storm Drain Master Plan - Staff is requesting Council adopt the Storm Drain Master Plan as a planning document for the City's storm drain management.	December 1 - Regular Business Meeting	Community Development	Scott Fleury scott.fleury@ashland.or.us	New Business



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20	Second Reading and Findings Adoption of Grand Terrace Annexation - A request for Annexation of a 16.87-acre parcel and Zone Change from County RR-5 Rural Residential) to City R-2 (Low Density, Multi-Family Residential) for the properties located at 1511 Highway 99 North. The annexation is to include adjacent railroad property and state highway right-of-way, and would remove the properties from Jackson County Fire District 5 as well. The application includes conceptual details for the future phased development of 196 apartments in 14 two-story buildings, however Outline Plan subdivision and Site Design Review development approvals are not requested here, and would be applied for subsequent to annexation.	December 1 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Ordinances, Resolutions, and Contracts
21		December 14 - Study Session			
22	Annual Presentation by the Conservation and Climate Outreach Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	December 15 - Regular Business Meeting	Conservation	Stu Green stu.green@ashland.or.us	Presentation
23	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	December 15 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
24	Acceptance of Fiscal Year 2020 (2019/2020) Comprehensive Annual Financial Report (CAFR) and Component Unit Financial Report (CUFR) - The CAFR for the City and the CUFR for Parks and Recreation is prepared each year as part of the state-required audit by an independent, certified and municipally licensed auditor. Council must review and accept both reports annually.	December 15 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	New Business
25	Second Reading Amending the Land Use Ordinance Relating to Affordable Housing Standards - Revisions to the City's affordable housing resolution, resale restriction agreements, and the Ashland Land Use Ordinance relating to requirements for affordable housing.	December 15 - Regular Business Meeting	Community Development	Bill Molnar bill.molnar@ashland.or.us	Ordinances, Resolutions, and Contracts
26	Council Onboarding Presentations & Ceremonial Swearing In - The Council will be given a presentation on Public Records, Public Meetings, and Ethics Laws. The City Recorder will perform a ceremonial swear in for those newly elected.	January 4 - Study Session	Legal/ Recorder	David Lohman david.lohman@ashland.or.us Melissa Huhtala melissa.huhtala@ashland.or.us	Study Session
27	Discussion on Budget Committee Appointment Process - As new members of the City Council were active citizen members on the Citizens' Budget Committee, the Council will need to decide on a process and timeline for filling those vacant positions. The new members to Council will still serve on the Committee as Councilors.	January 5 - Regular Business Meeting	Admin/Legal	Adam Hanks adam.hanks@ashland.or.us David Lohman david.lohman@ashland.or.us	New Business
28	Budget Calendar and Assumptions - The Finance Director will present the calendar for the Budget meetings and any assumptions for the budget process.	January 5 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	New Business



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29	Juneteenth Celebration Discussion - Council will discuss planning and implementing a celebration for Juneteenth.	January 5 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
30	No 1/18 Study Session - City Closed in Observance of Martin Luther King Jr. Day				
31	State of the City Address - The address will include a year in review, the Mayor's State of the City speech, and the Ragland and Bates Awards.	January 19 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
32	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	January 19 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
33	Council Liaison Appointments - The Mayor appoints Council members to be liaisons to attend City Advisory Body and regional meetings.	January 19- Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	New Business
34	City Manager Recruitment Process and Job Description Discussion - In the May Special Election, the Citizens of Ashland passed a Charter amendment dictating a change in the City's leadership model from a strong Mayor/Council to one lead by a City Manager. The change to City Manager is effective January 1, 2021. Based on Citizen input, the Council directed staff to create a job description for City Manager, and outline a competitive recruitment and selection process for Council consideration.	January 19 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Unfinished Business
35	February 1 - Study Session				
36	Annual Presentation by the Transportation Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	February 2 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
37	No 2/15 Study Session - City Closed in Observance of Presidents' Day				
38	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	February 16 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
39	March 1 - Study Session				
40	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



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41	Citizens' Budget Committee Onboarding - The Citizen's Budget Committee members will be invited to join the City Council for a presentation on the City's financial structure as well as the expectations and rules of the Citizens' Budget Committee.	March 15 - Study Session	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Study Session
42	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
43	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
44	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
45	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
46	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
47		April 19 - Study Session			
48	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	Maria Harris maria.harris@ashland.or.us	Presentation
49	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	April 20 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
50	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

