

Council Business Meeting

February 22, 2023

Agenda Item	Resolution 2023-03 Adjusting the City Council Meeting Calendar for February 2023-February 2024	
From	Joseph Lessard	City Manager
Contact	joe.lessard@ashland.or.us ; 541-522-2103	

SUMMARY

City Council has requested the City Manager recommend calendar adjustments for Study Session meetings cancelled due to conflicts with National Holidays. This agenda item is a resolution (see attached) adjusting the City Council's Regular and Study Session meetings calendar through February 2024 by adding Special Meetings or changing a Study Sessions to a Business Meetings due as necessary due calendar conflicts with National Holidays. This item also adjusts Council's calendar by scheduling Summer End/School Start and Mid-Winter/New Year meeting breaks. The following Council calendar adjustments are recommended by City Staff:

- Set the Monday, July 3, 2023 Study Session as a Special Business Meeting or add a Special Meeting Business Meeting for Wednesday, July 5, 2023 as needed due to the July 4, 2023 Business Meeting cancellation
- Cancel the Tuesday, September 5, 2023 Business Meeting for the Summer End/School Start Break
- Cancel the Tuesday, January 2, 2024 Business Meeting for the Mid-Winter/New Year Break
- Set a Wednesday, Jan 17, 2024 Special Meeting Study Session to adjust for the Martin Luther King Day Study Session cancellation
- Set a Wednesday, Feb 21, 2024 Special Meeting Study Session to adjust for the Presidents Day Study Session cancellation

BACKGROUND AND ADDITIONAL INFORMATION

Ashland Municipal Code (AMC) 2.04 - Rules of City Council includes the following in Section 2.04.020 - Meetings:

- Regular Meetings. The regular sessions of the Council are on the first and third Tuesday of each month unless otherwise arranged, beginning at 6:00 p.m.
- Special Meetings. A special meeting may be called either by the Mayor or two members of the Council.
- Study Sessions shall begin at 5:30 p.m. on the day before each regular meeting unless otherwise arranged, but shall not be held on national holidays.

FISCAL IMPACTS

N/A

STAFF RECOMMENDATION

Approval of Resolution 2023-03. Staff will accommodate the recommended changes in the Council’s calendar by scheduling items for Council consideration around the changes.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

Adoption of Resolution 2023-03 may be accomplished by the following motion:

- I move to approve Resolution 2023-03 adjusting the City Council’s Regular and Study Session meetings calendar through February 2024 by adding Special Meetings due to National Holiday calendar conflicts and to allow for Summer End/School Start and Mid-Winter/New Year meeting breaks.

REFERENCES & ATTACHMENTS

Resolution 2023-03

1 **RESOLUTION NO. 2023-03**

2 A RESOLUTION OF THE CITY OF ASHLAND TO ADJUST ITS FEBRUARY 2023-
3 FEBRUARY 2024 CALENDAR FOR REGULAR AND STUDY SESSION MEETINGS

4
5 **NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ASHLAND, OREGON,**
6 **RESOLVES AS FOLLOWS:**

7 SECTION 1. The City Council adjusts its Regular and Study Session meetings calendar through
8 February 2024 by adding Special Meetings due to National Holiday calendar conflicts and to
9 allow for Summer End/School Start and Mid-Winter/New Year meeting breaks as follows:

- 10 • Set the Monday, July 3, 2023 Study Session as a Special Business Meeting or add a Special
11 Meeting Business Meeting for Wednesday, July 5, 2023 as needed due to the July 4, 2023
Business Meeting cancellation
- 12 • Cancel the Tuesday, September 5, 2023 Business Meeting for the Summer End/School Start
13 Break
- 14 • Cancel the Tuesday, January 2, 2024 Business Meeting for the Mid-Winter/New Year Break
- 15 • Set a Wednesday, Jan 17, 2024 Special Meeting Study Session to adjust for the Martin
16 Luther King Day Study Session cancellation
- 17 • Set a Wednesday, Feb 21, 2024 Special Meeting Study Session to adjust for the Presidents
18 Day Study Session cancellation

19 SECTION 2. This resolution is effective upon adoption.

20 ADOPTED by the City Council this _____ day of _____, 2023.

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22
23 _____
24 Melissa Huhtala, City Recorder

25 SIGNED and APPROVED this _____ day of _____, 2023.

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27 _____
28 Tonya Graham, Mayor

29 Reviewed as to form:
30 _____

1 Doug McGeary, Acting City Attorney

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