

City of Florence 2009 Council Goals

A. The City Recorder had 3 goals in 2009:

1. Implement a **document scanning** program:
Update: This goal will carry over into 2010 because of a lack of budget in 2009.
2. **Business license policies & enforcement:**
Update: Staff is compiling a list of businesses that do not have licenses using the local phone book and internet sites. Once the list is complete, it will be turned over to the OEO for enforcement.
3. **City website improvements** (e.g. form, personnel, department updates):
Update: This is a work in progress as time and budget allow. It will also carry over into 2010.

B. The Police Department had 3 goals in 2009:

1. Public education and raising awareness for residents living in the **Tsunami Inundation Zone:**
Update: Was accomplished in April of 2009 with the testing of CENS and door-to-door canvassing in the inundation zone with informational flyers.
2. The **new CAD/RMS system:**
Update: Was installed at the end of October of 2009 and is fully operational in the Police Department. A Caselle municipal court program is in the process of being installed.
3. **Grant for an additional officer:**
Update: We were unsuccessful in obtaining a grant so we will not be able to add an additional police officer in the current FY. The goal was to restore to the police department the funds temporarily used in the CDD in Fiscal Year 2008/2009 so the PD can meet or preferably exceed the level of service that existed when an SRO position was funded by the School District.

C. The FEC had 2 goals in 2009:

1. **Generator** for emergency shelter at FEC:
Update: A application was made for a Federal Appropriations request without any success. We've contacted an electrical contractor who

specializes in commercial generator installations to obtain better information regarding load information and specifications. We are waiting to hear back to schedule a site visit. More accurate information will be helpful with future grant and appropriation applications.

2. Continue to seek **additional revenue sources, but** not in any endeavors which would subject the city to unreasonable financial risk:
Update: The Winter Folk festival continues to be their most successful event and the largest fundraiser for the Friends of the FEC. We continue to promote 2-3 yard sales per year and they have been consistent forms of revenue. Two new Events were started in 2009:
 - Hobby Fair: The Hobby Fair was small for the first year but was well accepted. There were 11 vendors and approx 250 in attendance. A second fair in July is being planned.
 - Summer Folk Festival: The summer folk festival was a break even event in its first attempt but will probably will not continue.

D. The City had 5 Economic Development Goals in 2009:

1. Consider hiring a consultant to develop and implement an effective **marketing strategy for the Pacific View Business Park:**
Update: The City hired IronWolf Community Resources and Group Mackenzie to analyze the current assets represented by the Florence Airport, the Pacific View Business Park, and adjoining Port of Siuslaw property. The land use/zoning/development regulation, transportation facilities, and utility services were reviewed by the consultant team. As a result of the study, at the January 19, 2010 meeting, Council will formally initiate code amendments on the zoning districts and allowed uses for the industrial properties within and around the Pacific View Business Park. The purpose of the amendments is to eliminate confusion, streamline the land use approval process and create a “faster, friendlier, and more flexible” development process. Other accomplishments during the year include elimination of the CCR’s, two lots were leased to the Oregon Coast Military Heritage Museum, and the Friends of Florence land swap was completed in December.
2. Utilize the **city’s website** to promote existing business:
Update: The City developed a new, simple web page for the Pacific View Business Park. The link is on the City’s website. Cost = \$1,000.
3. Create a **Guide To Starting a Business** in Florence:
Update: Unanticipated staffing shortages in the City Manager’s Office this year required staff to shuffle job assignments and this project was not completed. It will carry over into 2010 with a goal to have something ready for the first annual Florence Business Expo in February.

4. Develop a **Business Plan for Airport:**
Update: This is part of the Airport Master Plan update that is being done now. The Public Works update will also cover this topic.
5. **Re-apply for the Enterprise Zone** with new boundary and eligibility options:
Update: Staff attended a state sponsored workshop on the application process which starts in January 2010. Currently creating a proposed new boundary and will begin the application process in late January.

E. The Finance Department had 4 goals in 2009:

1. Connect departments and city buildings through dedicated **data connections and provide internet:**
Update: Justice Center is up and operating on CoastCom Internet access. City Hall will be next early in 2010.
2. Research options to **do utility bills in-house:**
Update: Done! In house billing began with the July bills.
3. Find funding and **financing for roof replacement or repair** for city facilities (e.g., Justice Center):
Update: Carrying over into 2010. Will be discussing USDA Rural funding with Oregon Pacific Bank.
4. **Update City software:**
Update: Significant progress made last year; everyone has Office 2003 and most people who need Adobe Acrobat have it. Work will continue into 2010 for the employees who still need an upgrade.

F. The Public Works Department had 15 goals in 2009:

Water had 4 goals:

1. Groundwater supply **well rehabilitation:**
Update: Well's #2 and 3 were rehabilitated in March/April 2009.
2. **Drill at least one new well (#13) and begin process of fully developing our water permits:**
Update: Funding was approved through the FY 2009/10 budget process. The project will be carried over into 2010, with drilling of the well to be completed by June 30, 2010.
3. Update of **Water Master Plan and rates/SDC's:**
Update: Murray, Smith and Associates (city consultant) has completed the mapping of the water system and the hydraulic computer model. In addition, the consultant has met with staff to discuss system strengths, needs and issues to help in the development of a new 20 year capital improvement plan

(CIP). The project will be carried over into 2010 with a draft master plan available in February. Once completed, the new CIP will be used to adjust the system development charges and water rates.

4. Install **emergency power generator at the water treatment plant:**

Update: The project was unfunded during FY 2009/10 due to a lack of funds. Currently Public Works is looking into available grant opportunities.

Wastewater had 3 goals:

1. Update of **Sewer Master Plan and SDC's/rates:**

Update: Master plan has been updated to include the sewer extensions to Driftwood Shores and capacity analysis completed for the Highway 101 trunk line replacement. The SDC and rate portion of the project will need to be carried over into 2010.

2. **Biosolids composting:**

Update: Kennedy Jenks (city consultant) completed the biosolids handling study in June 2009 with the covered aerated static pile "on-floor" composting alternate as the recommended long term option for the City's Class A biosolids management program. The project (composting of biosolids) is an unfunded program, however in January 2010, the consultant, Lane County and City staff will meet to discuss grant opportunities to start the program.

3. **Highway 101 sewer expansion project (bottleneck):**

Update: Engineering design for Phase one (from Ivy Street pump station to 22nd Street at Oak) is complete. Next step is to fully develop construction drawings, specifications construction documents, and then advertise project for construction. Construction is slated to begin in June 2010. Additionally, staff will be bringing forward zero interest loan documents from the Clean Water State Revolving Fund (OR DEQ) for \$4.9 million at the January 19, 2010 Council meeting for approval. Engineering design for Phase 2 (22nd Street to the City Limits) will begin in 2010 with the start of construction in either 2010 or 2011.

Stormwater had 3 goals:

1. **Continue Spruce Street LID improvement project (Highway 101 Relief Stormwater Project):**

Update: The project is now completed to 40th Street, which means that stormwater from 25 year and larger events will be able to flow in the pipe from the Spruce Street extension (Munsel Lake Road) to the existing stormwater pipe within Spruce Street at 40th Street. This is only a temporary connection. The next phase of the project will extend the 42-inch stormwater pipe from the east side of the Presbyterian Church south through easements to approximately 38th Street, then across Spruce Street to a new outfall into Munsel Creek. The City has acquired 0.02 acres of wetland mitigation credits and Oregon Department of State Lands permits to construct the new outfall.

The project will be carried over into 2010 and possibly 2011 depending on the issuance date of US Army Corp of Engineers permits.

2. **Stormwater SDC study** (update):

Update: This goal will be carried over into 2010.

3. **Stormwater Projects:**

Update: There wasn't any funding available to continue the 6th Street stormwater project. This project will need to be carried over into a future fiscal year when funding is available.

Streets had 3 goals:

1. Construct **Pedestrian/Bike Highway 101 crossing projects:**

Update: 30th Street pedestrian activated crossing has been completed and is operational. OBEC (City consultant) is preparing construction drawings and documents in order to construct crossings (in priority) at 7th/8th Street, 2nd Street, 18th/19th Street, 12th Street and 15th/16th Street. This goal will be carried over into 2010.

2. **Transportation SDC's:**

Update: We are waiting on the Transportation System Plan update to be completed in order to adjust the SDC's. This goal will be carried over into 2010.

3. Construct **12th Street Bike Path:**

Update: City has reserved ODOT bridge slabs from their Spencer Creek bridge replacement project, however the City does not have the necessary DSL and ACOE permits to construct the bridge over the wetland/seasonal creek area. City staff has been in contact with Oregon National Guard regarding possible Guard involvement in constructing the bike path and other projects. This goal will be carried over into 2010.

Water, Wastewater, Stormwater and Streets had 1 common goal:

1. Purchase and implement a **Computerized Maintenance Management Software** solution:

Update: Although funding was not available for a stand alone software system, such as Hansen, GBA Master Series, Datastream or Maximo, staff researched some other software solutions and found a new web-based product for small communities that is extremely affordable. The City has subscribed to the service and will begin implementation of the maintenance management solution in 2010.

Airport had 1 goal:

1. **Airport Master Plan update:**

Update: City received notification from FAA that the final review of the Florence Municipal Airport Layout Plan has been completed. This includes

the FAA Technical Operations Office review of the proposed 400 foot runway extension. Next steps: City Council consideration and adoption of the new airport master plan in February 2010.

G. The Community Development Department had 8 goals in 2009:

1. Annexation:

- a. Consider further **revisions to city's annexation policies** and policies to protect the city's water supply and beach environment
- b. Update and obtain State approval of the City's **Drinking Water Protection Plan** *
- c. Develop an **aquifer and surface water testing program** *

Update: On Dec. 21, the Council adopted Ord. 18 amending the Florence Realization 2020 Comprehensive Plan which revised the city's annexation policies and added a policy to protect the city's water supply and beach environment. The Council also approved an Intergovernmental Agreement with Lane County to Conduct a Groundwater Quality Study of the North Florence Dunal Aquifer. In addition, the Council approved a Cooperative Agreement with the Environmental Protection Agency to accept a grant award of \$566,797 to improve water quality in the Lower Siuslaw River watershed and help fund the water testing program. The Siuslaw Estuary Partnership will include a consortium of experts and stakeholders to shepherd creation of different programs and projects that will protect, monitor, restore water quality and restore the estuary ecosystem as densification occurs. One of the projects to be completed over the three years of this effort is an update of the City's Drinking Water Protection Plan.

2. Code Revisions (in order of priority):

a. Affordable Housing/Residential Infill:

Update: The Community Development Department addressed this goal by applying for and receiving approval for a grant to amend the zoning code and address affordable housing issues. This project was to begin in the Fall of 2009, but due to economic conditions, priorities changed to issues in the industrial zones and the grant funding was reauthorized to amend the Pacific View Business Park.

b. Land Divisions (Title 11):

Update: This Code amendment will be carried over to a future FY when staff and budget resources allow its completion.

c. Design Review: *

Update: This Code amendment will be carried over to a future FY when staff and budget resources allow its completion.

- d. **Hazards:** *
Update: This Code amendment was addressed as part of the amendments made for the Coastal Element (CDD Goal #7 below).
- e. **Pacific View Business Park:** *
Update: The industrial areas proposed for a code update include the Pacific View Business Park, the adjacent 40-acre parcel owned by the Port of Siuslaw and the Airport Industrial Park. Amending these industrial zones implement the recommendations from the "Airport/Pacific View Business Park Project Report," prepared by Iron Wolf Community Resources and Group Mackenzie (Sept., 2009). The recommendations of the report include consolidating the industrial zoning districts in order to eliminate confusion and streamline the land use approval process. A proposal to initiate amendments to these industrial zones and begin the agency notification process will be presented to Council in January of 2010, which will include consolidating the zoning districts, expanding the allowed land uses and streamlining the permitting process.
- f. **Planned Unit Developments (PUDs)** *
Update: This Code amendment will be carried over to a future FY when staff and budget resources allow its completion.
- g. **Administration/Development Standards:** *
Update: One of the goals of the code update project is to address the Administration and Processes of the land use code in order to streamline the permit process. This would allow more staff decisions, less discretionary decisions and thus require fewer public hearings. In other words, a change in the way land use permits must be administered would ultimately allow for a faster, friendlier land use permitting process. To lay the foundation for changing permit process requirements, staff completed a package of code amendments that was adopted in November of 2009. These code changes were adopted into the code with three new Chapters: 34 – Landscaping, 35 – Access and Circulation, and 36 – Public Facilities. Related chapters of the zoning code were also amended to ensure consistency with these new standards and housekeeping amendments were addressed as well. With the adoption of these development standards, clear and objective criteria are now established in the code to allow future changes in the land use permit process to streamline the system.
- h. **Lighting:** *
Update: This Code amendment will be carried over to a future FY when staff and budget resources allow its completion.
- i. **Signs:** *Update: This Code amendment will be carried over to a future FY when staff and budget resources allow its completion.

3. Adopt **Parks Master Plan**:

Update: The Parks and Recreation Master Planning Committee has been working on a Parks and Recreation Master Plan for the past year. The Committee will meet once more in 2010 to finalize changes recommended at the last meeting. Then the Plan will be ready to begin the adoption process in 2010.

4. More **training for Planning Commission and Council**:

Update: The City hired Gary Darnielle to conduct a joint training of Council and Planning Commission. The Council and Planning also attended a training sponsored by the Department of Land Conservation and Development at which Mitch Rhose went over key land use issues in Oregon. City Manager Bob Willoughby provided separate trainings to the Council and Planning Commission on public meetings and public records with a special emphasis on e-mails. Three Planning Commissions attended the Oregon Planning Institute, and a couple Planning Commissioners attended special topic trainings throughout the year.

5. Expand **yard debris program** to include – curbside program pickup: *

Update: Kennedy-Jenks presented a bio-solids study to Council on Oct. 12. Expansion of the yard debris program will occur as the city begins processing its bio-solids and requires the yard debris as part of the composting process.

6. Remove **noxious weeds** on city property: *

Update: As part of the Siuslaw Estuary Partnership project, we will enhance the riparian habitat of city-owned property which will include removal of noxious weeds. PW has also stepped up its removal of noxious weeds from city property.

7. Complete periodic review work task 6, **Coastal Element**:

Update: On Sept. 28, the Council adopted Ord. 10 which amended the Florence Realization 2020 Comprehensive Plan and Zoning Code, completing the city's adoption process for this work task. The city will apply to Lane County for co-adoption of these amendments in 2010.

8. Begin update of **Community Transit Plan**:

Update: The Transit Advisory Committee began updating the Community Transit Plan but determined it needed professional assistance. The City of Florence obtained a grant from the Transportation and Growth Management Program to update the Community Transit Plan along with the Transportation System Plan and Capital Improvement Plan for transportation improvements. That project is scheduled to start in April 2010.