

**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 7  
Meeting Date: November 6, 2017  
Department: All

**ITEM TITLE:** Board and Committee Report – September 2017

**DISCUSSION/ISSUE:**

<b>Airport Advisory Committee</b>	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
The Airport Advisory Committee met September 13, 2017. The following items were discussed: <ul style="list-style-type: none"><li>o Hangar lease</li><li>o Florence Air Academy</li><li>o Employment Opportunities at the airport</li><li>o Camping at the airport</li></ul> The next Airport Advisory Committee meeting is scheduled for November 15, 2017.	

<b>Airport Volunteers</b>	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
Airport Volunteer Group (AVG) provided 240 hours greeting visiting pilots and their passengers at the airport; answering phone calls; and providing general information and directions to local attractions; checking all entrance/exit gates; visually check taxiways to ensure they are free and clear of debris; check loaner cars and collect fees from loaner car users; clean the restrooms and office space at the airport office.	

<b>Ad-Hoc Finance Committee</b>	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
No report.	

<b>Audit Committee</b>	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
No report.	

<b>Budget Committee</b>	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
No report.	

<b>Economic Development Committee (EDC)</b>	
<u>Department:</u> Administration	<u>Staff:</u> Jesse Dolin – Economic Development Catalyst
No Report.	

<b>Environmental Management Advisory Committee (EMAC)</b>	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
EMAC met on September 5 <sup>th</sup> and October 3 <sup>rd</sup> . Topics and business included recommending foam food container code language to City Council (and modification of that recommendation), discussion of August’s Black and White event, developing administrative rules to implement Title 9 Chapter 4 Solid Waste Management, discussion of local impacts to China’s decision to stop accepting plastics for recycling, and discussion of opportunities to implement climate protection policies found Florence’ comprehensive plan. EMAC has suspended meetings from November through February, except as needed to participate in the 2017 Solid Waste Rate Review.	

<b>Florence Events Center Volunteers / Friends of the FEC</b>	
<u>Department:</u> Florence Events Center	<u>Staff:</u> Kevin Rhodes – FEC Director
<p><b>Florence Festival of Books</b> - This years’ Florence Festival of Books was another success with over 500 attendees. The festival once again featured Friday night keynote speaker John Daniel and over 80 authors and publishers on Saturday. A comment commonly heard is, “The Florence Festival of Books is one of the nicest and well organized festivals in the Northwest!”</p> <p><b>Winter Music Festival 2018</b> – The Friends of the FEC Winter Music Festival committee is working tirelessly on the 2018 festival scheduled for January 12<sup>th</sup> – 14<sup>th</sup>. The musical menu for 2018 is broader than ever before. In addition to the expected bluegrass, Americana, and folk appetizer, they’ve added entrees of gospel, a Capella, Celtic, and even Texas swing. Something different form previous years, the amount of time between acts has been increased to 30 minutes leaving more time for patrons to browse the artisan fair and enjoy a piece of pie from the traditional pie sale.</p> <p>Headlining the concert will be Al Stewart (Year of the Cat) along with performers including John Craigie, Laura Lewi and the Right Hands, Jeff Scroggins and Colorado, Cabin Fever NW, Pretty Gritty and more! Visit <a href="http://www.wintermusicfestival.org">www.wintermusicfestival.org</a> for show times!</p> <p><b>Or Cultural Trust Grant</b> - The Friends have received the funding from the Or Cultural Trust grant in the amount of \$30,800. Along with the matching funds provided by the Friends of the FEC, \$61,600 will be make for a much needed technical upgrade for the theater. Staff is in the final phase of reviewing proposals while aiming for an early January completion.</p>	

**Wallflowers and Wine** - The upcoming Wallflowers and Wine scheduled for Saturday November 25<sup>th</sup> is sold out. The social art and wine event has become very popular with artistic instructor John Leasure.

**Florence Urban Renewal Agency**

<u>Department:</u> Administrative	<u>Staff:</u> Erin Reynolds – City Manager
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FURA met in a work session on September 20<sup>th</sup> to review the next steps for ReVision Florence including receiving input from consultants MurraySmith regarding designs for the gateway features, pedestrian and street furniture elements and color schemes for plaza surfaces.

**Florence Urban Renewal Agency Budget Committee**

<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
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No report.

**Housing and Economic Opportunities Project Ad-Hoc Committee**

<u>Department:</u> Community & Economic Development	<u>Staff:</u> Wendy FarleyCampbell, Planning Director & Kelli Weese, City Recorder / Economic Development Coordinator
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The Committee met on August 1<sup>st</sup> to meet with the consultant team and review the initial findings for the buildable land inventory and the economic opportunity analysis. The next meeting is scheduled for October 10<sup>th</sup>.

**Parks Volunteers**

<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
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Old Town Park (Gazebo Park): Volunteers completed 10.5 hours of volunteer labor cleaning the flowerbeds, pruning and weeding at the park during September.

Gallagher Park: Siuslaw Chapter of American Rhododendron Society volunteers provided 13 hours of labor pruning rhododendrons and other shrubs in the park along Spruce Street.

Veterans Memorial Park: Volunteers provided 24 hours of labor cleaning and weeding at the park in September.

Singing Pines Park: Shoreline Christian School volunteers provided 4 hours of labor picking up litter and trash at the park during September.

**Planning Commission**

Department: Planning

Staff: Wendy FarleyCampbell – Planning Director

Planning Commission did not meet in September. They did meet October 10<sup>th</sup> to review a proposed minor partition on recently annexed property on North Fork Road and October 17<sup>th</sup> to review a proposal to expand the City Hall building. Both proposals were unanimously approved by Planning Commission. Planning Commission’s next meeting will be held November 28<sup>th</sup>.

**Police Auxiliary**

Department: Police

Staff: Merrilee Mager – Auxiliary Director

September was an active month for the Auxiliary. There are currently 11 active and 1 inactive Auxiliary volunteers who contributed a total of 331.25 volunteer hours. In addition to our regular duties, 5 members supported the Rods and Rhodies car show on Sept. 9<sup>th</sup> & 10<sup>th</sup>, providing foot patrol on Saturday and Sunday. There were no incidents but multiple positive interactions with the public, which included several “thanks for our service.”



**AUXILIARY REGULAR DUTIES**

Neighborhood patrols and vacation checks	Pick up found property
Check on dog complaints, dogs left in cars	Check handicapped parking for violations/issue warnings and tickets
Jail checks and meals	Fingerprinting for the public and the court
Sex offender registration	Filing of tickets and incident reports
Shredding documents	Home security inspections
Neighborhood Watch	Purchase of immediate needs for the PD and jail
Monthly Auxiliary meeting	

**Police Reserve Officers**

Department: Police

Staff: Tom Turner – Police Chief

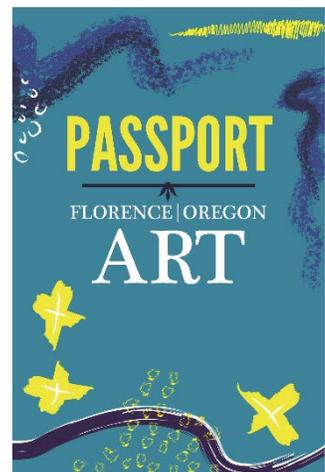
Program not active

**Public Art Committee**

<u>Department:</u> Administrative	<u>Staff:</u> Kelli Weese – City Recorder / Economic Development Coordinator
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PAC met on September 18<sup>th</sup> to continue working toward projects. In addition, the PAC welcomed City Project Manager Megan Messmer who discussed the upcoming ReVision Florence and City Hall remodel projects. The following is the status of the PAC projects.

- Public Outreach / Marketing:
  - Art Passport: The team discussed the creation and distribution of the public out passport in coordination with the Florence Area Chamber of Commerce. The Passport includes a double page spread on Florence’s Public Art program as well as the dancing with sea lion’s project.
- Trash Cans: The plaques for each of the cans have been installed.
- Gallery in Old Town: The group reviewed and approved a call to artist process for the project.
- Public Art Donations: The totem pole is up! Check it out at Gallagher park! Feedback from the community has been very positive so far.
- Hwy 101 & 126 Mural: The Team has been working to reach an agreement with Central Lincoln PUD to place the mural on their building. Next steps will be to get the call to artists prepared and published.
- Siuslaw Bridge Steps: The Call to artists has been published on Café.



**Transit Advisory Committee (TAC)**

<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
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No Report.

**FISCAL IMPACT:**

The fiscal impact of the committees and volunteer groups varies depending on their scope of work. Staff time is allocated to support the committees, and ensure committees comply with Oregon public meetings laws by preparing and posting agendas and minutes and/or digital recordings for meetings.

**RELEVANCE TO ADOPTED CITY WORK PLAN:**

Goal 1: Deliver efficient and cost effective city services.

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**AIS PREPARED BY:** Report written by City of Florence staff and compiled by Kelli Weese,  
City Recorder

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**CITY MANAGER'S RECOMMENDATION:**  Approve  Disapprove  Other  
Comments:

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**ITEM'S ATTACHED:** None

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