

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 8
Meeting Date: September 17, 2018
Department: All

ITEM TITLE: Board and Committee Report – August 2018

DISCUSSION/ISSUE:

Airport Advisory Committee	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
The Airport Advisory Committee did not meet during August. The next AAC meeting is scheduled for September 19, 2018 at 2pm at the FEC.	

Airport Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
Airport Volunteer Group (AVG) provided 264 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.	

Ad-Hoc Finance Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	

Audit Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	

Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	

Economic Development Committee (EDC)	
<u>Department:</u> Administration	<u>Staff:</u> TBD
No report.	

Environmental Management Advisory Committee (EMAC)

Department: Planning

Staff: Wendy FarleyCampbell –
Planning Director

EMAC met August 8th to review final drafts of the community survey and interview questions for the plastic bag regulation project and coordinate with Habitat for Humanity on the Rock the Block Neighborhood clean-up project. This project will replace Black & White this year. Their next meeting is scheduled for September 5th at 6pm.

Florence Events Center Volunteers / Friends of the FEC

Department: Florence Events Center

Staff: Kirk Mlinek, Friends of FEC
Chairperson

Vice Chair Ken Janowski and Treasurer Bonnie MacDuffee were re-elected for another term on the Friends of the FEC (FFEC) board. The board members consist of Chair Kirk Mlinek, Vice Chair Ken Janowski, Treasurer Bonnie MacDuffee and Secretary Rosemary Goodwin.

The FFEC updated their Bi-Laws and were approved as amended at the August 28th meeting.

The FFEC have contracted with Creative Wave Marketing to assist with marketing FFEC sponsored events and membership recruitment.

The FFEC voted in their August meeting to reimburse the FEC's purchase of 50 new lightweight 6' tables at a cost of \$12,532. The existing tables were at the end of their life of 20 years.

The FFEC continue their work on their upcoming events of the Florence Festival of Books on September 28-29th and the Winter Music Festival scheduled for January 24-27, 2019.

The FFEC voted to award \$4,500 towards performance grants for 7 local performing arts organizations.

Florence Urban Renewal Agency

Department: Administrative

Staff: Erin Reynolds – City Manager

FURA met on August 1st to review the latest in the project design, engineering and construction for the ReVision Florence project. In addition, the Agency received a presentation from the owners of Boathouse Brewing regarding a request for a predevelopment services grant in an amount not to exceed \$20,000.

Florence Urban Renewal Agency Budget Committee

Department: Finance

Staff: TBD

No report.

Parks Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>Munsel Road Park: Volunteers from Boy Scouts of America, Troop 721, provided 13 hours of labor cleaning, weeding and mulching the rhododendron beds at the park.</p> <p>Old Town Park (Gazebo Park): A volunteer provided 6 hours of labor cleaning the flowerbeds, pruning and weeding at the park.</p> <p>Veterans Memorial Park: Volunteers provided 4 hours of labor (representing 2 individuals) cleaning and weeding at the park.</p> <p>Our local scotch broom removal extraordinaire, Ken Kettelman, provided another 8.5 hours of labor during August removing this invasive species from various right-of-ways in the community.</p>	

Planning Commission	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>On August 14th, the Planning Commission held two public hearings: Commissioners voted 3-2 to approve the Riley’s Fence Height Exception and 5-0 to approve the Miller Park Concession Stand conditional use permit. One August 28th, the Planning Commission held a worksession to review Final Draft HEOP products (BLI, HNA & EOA) and a Tsunami code proposal.</p> <p>The Planning Commission will meet again on September 11th at 5:30 p.m. at the Florence Events Center.</p>	

Police Auxiliary	
<u>Department:</u> Police	<u>Staff:</u> Merrilee Mager – Auxiliary Director
<p>12 Auxiliary Officers contributed 340.75 volunteer hours in the month of August for a total of 2293.5 hours YTD. Josh Payne and Bill Winchester completed their training during August and now are Auxiliary Officers.</p> <p>9 Auxiliary Officers and both Auxiliary trainees joined in the fun of the National Night Out event on August 7. It was a GREAT event!</p> <p>In closing, this is my last City Council report as Director. I have enjoyed the last year immensely but have a new adventure that requires more of my time. I will continue to volunteer for the Auxiliary on a once a week basis. We are fortunate to have Leonard Larson step up as Director. Len has been an Auxiliary Officer for over 5 years. He brings a wealth of knowledge and experience to the role!</p> <p style="text-align: center;">AUXILIARY REGULAR DUTIES</p> <ul style="list-style-type: none"> -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 meal service -Fingerprinting for the public and the court -Sex offender registration -Filing of tickets and incident reports -Shredding documents -Home security inspections and neighborhood watch -Purchase of immediate needs for the PD and jail -Monthly Auxiliary meeting 	

Police Reserve Officers	
<u>Department:</u> Police	<u>Staff:</u> Tom Turner – Police Chief
Program not active	

Public Art Committee	
<u>Department:</u> Administrative	<u>Staff:</u> Kelli Weese – City Recorder / Economic Development Coordinator
<p>The Public Art Committee met on August 20th to consider awarding a contract for the grant work plan and writer to establish a grant work plan to identify potential public art grant opportunities and for eventual grant writing. The team also provided reports on all other projects.</p>	

Transit Advisory Committee (TAC)	
<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
<p>The Transit Advisory Committee met at 1:30 p.m. on August 15, 2018 at the FEC. They discussed ridership and count operations, received updates on coastal connectivity for the Florence/Yachats connection, Pacific Crest Bus, and analysis for a Florence to Eugene route. TAC will meet again at 1:30 p.m. on September 19, 2018 at the FEC.</p>	

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. Goal 5: Strengthen and Improve City's Organization and Capital Plant.

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

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments: *ERReynolds*

ITEM'S ATTACHED: None
