

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO:
Meeting Date: March 20, 2017
Department: All

ITEM TITLE: Board and Committee Report – February 2017

DISCUSSION/ISSUE:

Airport Advisory Committee	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
Airport Advisory Committee did not meet in February. The next meeting of the Airport Advisory Committee is scheduled for March 15, 2017.	

Airport Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
Airport Volunteer Group (AVG) provided 224 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> Andy Parks – Interim Finance Director
Committee did not meet.	

Audit Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
Committee did not meet.	

Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
Committee did not meet.	

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

Environmental Management Advisory Committee (EMAC)

Department: Planning

Staff: Wendy FarleyCampbell –
Planning Director

EMAC met February 16th to discuss for committee orientation training, to review the Council 2017 workplan, review the Greener Florence Award program and timeline, and welcome 4 new members to the committee. The March meeting will be held on the 16th at 2pm. EMAC is accepting nominations for the Greener Florence Award program. A program recognizing businesses and community organizations or non-profits who go the extra mile to reduce their waste and impact on the environment. Nominations are available on the city website and are due March 15th at 5pm.

Florence Events Center Volunteers / Friends of the FEC

Department: Florence Events Center

Staff: Kevin Rhodes – FEC Director

The Friends of the FEC purchased 12 café style tables for the FEC that will be utilized at the upcoming Florence Fest on March 31st through April 1st. The first time festival will feature Wine, Jazz and Art. The café tables will give a fresh look along with an intimate feel for this classy event. The purchase price for the tables was \$675.

The Friends are hosting another “sold out” Wallflowers & Wine social art event scheduled for February 24th. The event is held on the FEC stage with instruction provided by Artist John Leasure. This popular event has become an opportunity for participating students to explore and expand their artistic creativity in a unique and social environment.

The Friends of the FEC meet on the last Tuesday of the month at 3:30 pm in the FEC Green Room.

Florence Urban Renewal Agency

Department: Administrative

Staff: Erin Reynolds – City Manager

FURA met on February 22nd and welcomed new member Judy Marsall and heard from City Recorder Kelli Weese on committee structure, public meetings law and ethics training. At this meeting the FURA board re-elected Joshua Greene as Chairperson and John Scott at Vice-Chairperson. FURA also worked to continue the process of the Revision Florence project. The agency continued to review potential budget estimates and project phases concerning next steps with the engineering and design service agreement with consultant Murray, Smith and Associates. The agency elected to continue with the current scope of the project while amending the overall scope to amend the Maple Street gateway to seek project budget savings. The agency also decided to move forward with a Supplemental Budget at the March 8th FURA meeting for right-of-way and 60% design amendments.

Parks Volunteers

Department: Public Works

Staff: Mike Miller – Public Works Director

Siuslaw Chapter of American Rhododendron Society performed 4 hours of volunteer labor at Gallagher Park during February.

The Florence Garden Club performed 2 hours of volunteer labor at Gallagher Park during February.

Volunteers for Veterans Memorial Park performed 2 hours of volunteer labor during February.

Volunteers for Old Town Park (Gazebo Park) completed 21.5 hours of volunteer labor cleaning the flowerbeds, pruning and weeding at the park during February.

Planning Commission

Department: Planning

Staff: Wendy FarleyCampbell – Planning Director

The Planning Commission met February 21st to hold two public hearings: Driftwood Shores Temporary Mobile Building Conditional Use Permit and Sand Ranch Rock Shop Design Review. The Planning Commission voted unanimously to approve Sand Ranch and 6-1 to approve Driftwood Shores.

Police Auxiliary

Department: Police

Staff: Gary Stine – Auxiliary Coordinator

During the month of February 2017 the Police Auxiliary provided almost 240 hours of service to the Police Department. In 2016, we had 92 residents request vacation checks of their homes while they were away, which resulted in 1106 property checks.

Like we do every month, the Police Auxiliary delivered daily Mail and intra-department mail between the Police Dept, Municipal Court and City Hall, patrolled and did afternoon traffic control at Siuslaw Elementary School during school days, patrolled city neighborhoods and gated communities, visited and checked requested homes for people on vacation, checked for violations in Disabled parking spaces, attended staff training, picked up and reported found property, responded to citizens concerned about dogs left inside unattended vehicles, responded to dogs running at large and transported some to the Humane Society, assisted in doing hourly safety jail checks and feeding jail meals to help keep the regular Officers in the field and help the Corrections Officer while she is in Court or transporting inmates to Eugene. We also purchased needed food and medical supplies for the jail, provide public and court fingerprinting, registered sex offenders, filing of tickets and incidents reports, shedding of confidential information, and were available for Home Security Inspections for homeowners and the Business and Neighborhood Watch programs.

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
PAC met on February 13 th to continue working toward projects including trash cans & transit stops, Hwy 101 & Hwy 126 Mural, Siuslaw Bridge Steps, Gallery in Old Town, Public Art Donations, Funding & Marketing and the Mural Code.	

Senior Center Volunteers	
<u>Department:</u> Administrative	<u>Staff:</u> Megan Messmer – Assistant to the City Manager
The Senior Center continues to seek new Board members. Several long-time members have resigned over the past year due to health reasons and relocation. Staff has suggested that the reach out the City Recorder to provide guidance on volunteer recruitment. The Board is proceeding with adding a mailbox to the facility to better communicate with users. They currently have a PO Box and it causes some confusion. They continue to pursue grants for the expansion of the facility. Expansion is still a few years out but they are working on fundraising.	

Transit Advisory Committee (TAC)	
<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
TAC met on February 15, 2017 to welcome two new members to the committee as well as say farewell to a resigning committee member who will be joining the Planning Commission. TAC had public comments from a person interested in a regular bus route from Eugene to Florence. TAC decided to allot service hours to provide service to Rhody Days and Wings and Wheels, as well as begin researching ways to provide service for the Veteran’s Day parade and the tree-lighting ceremony in November. The committee also discussed ways of partnering with the Public Art Committee to promote the bus through public art at bus shelters and increasing ridership and awareness through advertising and partnerships with local businesses.	

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:

ITEM'S ATTACHED: None
