

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO:
Meeting Date: N/A
Department: All

ITEM TITLE: Board and Committee Report – January 2017

DISCUSSION/ISSUE:

Airport Advisory Committee	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>The Airport Advisory Committee met on January 23, 2017. The committee selected Sam Spayd as Chairperson and Richard Holcombe as Vice Chair. The committee would like to request that the City code for the airport advisory committee be modified to reflect a minimum of bi-monthly meetings verses quarterly and that the Chairperson and Vice Chairperson be selected in January instead of February. Other items discussed or program updates included: Wings & Wheels event scheduled for July 1, 2017; the committee requested that NOTAM's (Notice to Airmen) also be placed on the AWOS in addition to FAA Western Region; discussed the final draft of the model ground lease; and development of a proposed memorial park/gateway to the airport in honor of General Ben King. They also talked about renaming the airport 'General King Airfield'. Next scheduled Airport Advisory Committee meeting is March 15, 2017.</p>	

Airport Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>Airport Volunteer Group (AVG) provided 248 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.</p>	

Ad-Hoc Finance Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
<p>Committee did not meet.</p>	

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

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

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

Environmental Management Advisory Committee (EMAC)	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>EMAC met January 26th to discuss the Opportunity to Recycle submission to DEQ. They also held a reception for Chairperson Bonnie MacDuffee for whom this was her last meeting after 14 years of service on the committee. EMAC's next meeting was held February 16th at 2pm. 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.</p>	

Florence Events Center Volunteers / Friends of the FEC	
<u>Department:</u> Florence Events Center	<u>Staff:</u> Kevin Rhodes – FEC Director
<p>The Friends have been busy planning and working the 2017 Winter Music Festival scheduled on January 14-15. An update will be provided in the February council report.</p> <p>FEC Indoor Yard Sale – The next Friends of the FEC Indoor Yard Sale is scheduled for January 28th. The yard sales feature up to 35 vendors and draws anywhere from 800-1000 attendees both locally and from out of the area. The Friends have produced 2-3 yard sales per year for the past 14 years, which has proven to be a consistent fundraising event for the Friends.</p>	

Florence Urban Renewal Agency	
<u>Department:</u> Administrative	<u>Staff:</u> Erin Reynolds – City Manager
<p>FURA met on January 25th 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 also heard reports from the Downtown Revitalization Team and the Public Art Committee concerning their current projects.</p>	

Parks Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>Shoreline Christian School performed 2 ½ hours of volunteer labor picking up litter and trash at Singing Pines Park during January.</p> <p>Volunteers for Old Town Park (Gazebo Park) completed 3 1/2 hours of volunteer labor cleaning the flowerbeds, pruning and weeding at the park during January.</p>	

Planning Commission	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>The Planning Commission met January 10th and 24th to hold four public hearings, Boys & Girls Modular Addition, DQ remodel, Beryl Recreational Marijuana Retail Facility, and the Heceta Beach RV, Lookout and Treewood Annexation and Zone Assignments. The Planning Commission voted unanimously to approve all four proposals.</p>	

Police Auxiliary	
<u>Department:</u> Police	<u>Staff:</u> Gary Stine – Auxiliary Coordinator
<p>During the month of January 2017 the Police Auxiliary provided over 250 hours of service to the Police Department.</p> <p>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. We also interacted and provided answers to the resident's questions and by giving directions and answering questions to visitors.</p>	

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

Public Art Committee	
<u>Department:</u> Administrative	<u>Staff:</u> Kelli Weese – City Recorder / Economic Development Coordinator
<p>PAC met on January 9th and 23rd to review their 2017 work plan and continue working toward project and timeline approval. The committee restructured their work style to establish subcommittees and / or project leads on each of the projects within the work plan. The committee also elected to hold their meetings 1x a month on the 3rd Monday. The committee heard from Isaac Marquez of the City of Eugene public art program to learn about best practices in the industry and how to partner moving forward.</p>	

Senior Center Volunteers	
<u>Department:</u> Administrative	<u>Staff:</u> Megan Messmer – Assistant to the City Manager
No Report	

Transit Advisory Committee (TAC)	
<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
<p>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.</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:

ITEM'S ATTACHED: None
