

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

**ITEM NO:** 9  
Meeting Date: August 20, 2018  
Department: All

**ITEM TITLE:** Board and Committee Report – July 2018

**DISCUSSION/ISSUE:**

| <b>Airport Advisory Committee</b>  |   |
|--|---|
| <u>Department:</u> Public Works  | <u>Staff:</u> Mike Miller – Public Works Director |
| <p>The Airport Advisory Committee met July 18, 2018 at the Florence Event Center. The committee received an update from Joe Roshak of Century West Engineering on the Airport Seal Coat and Lighting Upgrade Project. There was considerable discussion regarding airport closure times in connection to the project. The committee felt that the runway and airport needed to be open until 10am due to the our local conditions and only closed between 10am and 8pm during the week. Additionally the Committee heard from Sam Spayd regarding a proposal to amend the way the hangar ground leases are calculated (Sam proposes only using the hangar building area versus the current methodology of the building on a 'lot'; Richard Holcombe requested a modification to airport section of the City Code to allow pilots to camp under the wing of the aircraft and that warming and/or camp fires be prohibited at the airport; and Chairperson Terry Tomeny provided the committee with an update on the Ben King Memorial Gateway. The next meeting of the AAC is scheduled for September 19, 2018 at 2pm at the FEC.</p> |   |

| <b>Airport Volunteers</b>  |   |
|--|---|
| <u>Department:</u> Public Works  | <u>Staff:</u> Mike Miller – Public Works Director |
| <p>Airport Volunteer Group (AVG): Volunteers 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> |   |

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

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

| <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> TBD |
| No report.                                  |                   |

| <b>Environmental Management Advisory Committee (EMAC)</b>  |  |
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| <u>Department:</u> Planning  | <u>Staff:</u> Wendy FarleyCampbell – Planning Director |
| EMAC met July 17 <sup>th</sup> to review community survey and interview questions for the plastic bag regulation project. Their next meeting is scheduled for August 8th at 6pm. |  |

| <b>Florence Events Center Volunteers / Friends of the FEC</b>   |   |
|---|---|
| <u>Department:</u> Florence Events Center   | <u>Staff:</u> Kirk Mlinek, Friends of FEC Chairperson |
| <p><b>FEC Indoor Yard Sale</b> -- The next FEC Indoor Yard Sale is scheduled for August 4, 2018. Revenue from this event is derived from admission fees, vendor fees, and the Friends booth sales.</p> <p><b>Florence Festival of Books</b> -- The Festival of Books Committee reports that booth sales are brisk in advance of the event scheduled for September 28-29.</p> <p><b>Power of Florence</b> – The Friends recently voted to participate in the annual Power of Florence, scheduled for July 21, 2018, by purchasing and spreading bark mulch in the shrubbery beds in front of, and around, the Florence Events Center. Volunteers will spread approximately 20 cubic yards of material valued at approximately \$1,000.</p> |   |

| <b>Florence Urban Renewal Agency</b>                                   |  |
|--|--|
| <u>Department:</u> Administrative                                      | <u>Staff:</u> Erin Reynolds – City Manager |
| FURA elected to combine it's July & August meetings to August 1, 2018. |  |

| <b>Florence Urban Renewal Agency Budget Committee</b> |   |
|---|---|
| <u>Department:</u> Finance                            | <u>Staff:</u> Andy Parks – Finance Director |
| No report.  |   |

### **Parks Volunteers**

Department: Public Works

Staff: Mike Miller – Public Works Director

Gallagher Park: Volunteers from the Siuslaw Chapter of American Rhododendron Society provided 28 hours of labor pruning rhododendrons and other shrubs in the park, plus they power washed sidewalks. Great job! Additionally volunteers from the Florence Garden Club provided another 15 hours of labor pruning rhododendrons and other shrubs in the park. These volunteer efforts coincided with Power of Florence.

Veterans Memorial Park: Volunteers provided 6 hours of labor cleaning and weeding the park.

Old Town Park (Gazebo Park): A volunteer provided 8 hours of labor cleaning the flowerbeds, pruning and weeding the park during July.

Singing Pines Park: Shoreline Christian School provided 1 hour of labor picking up litter and other debris at the park.

Rolling Dunes: Volunteers provided 30 hours of labor cleaning, weeding and placing barkdust in the planter beds of the park during Power of Florence.

Ken Kettelman, our scotch broom eliminator extraordinaire, provided 13 hours removing scotch broom within the right-of-ways of Rhododendron Drive between Lighthouse Way and 35<sup>th</sup> Street; and along 35<sup>th</sup> Street from Kingwood Street to Rhododendron Drive.

### **Planning Commission**

Department: Planning

Staff: Wendy FarleyCampbell – Planning Director

On July 10<sup>th</sup>, the Planning Commission held two public hearings: The Commissioners voted 5-0 to approve the FAHS Storage Container Extension and 5-0 to approve the Ames Setback Variance.

The Planning Commission will meet again on August 14<sup>h</sup> at 5:30 p.m. at the Florence Events Center.

## Police Auxiliary

Department: Police

Staff: Merrilee Mager – Auxiliary Director



4<sup>th</sup> of July



Wings and Wheels



Power of Florence

11 Auxiliary members contributed 365.25 volunteer hours in the month of July for a total of 2002.5 hours YTD. We had one resignation in July and have two candidates currently in training.

July was packed with events. 4 Auxiliary provided foot patrol in Old Town prior to the fireworks on the **4<sup>th</sup> of July**. **Wings and Wheels** was supported by 6 Auxiliary manning our booth and showing visitors a patrol car and the Hummer. **The Power of Florence** was well attended and supported by 4 Auxiliary members. The following day 3 Auxiliary supported the **Verizon Backpack** give-a-way giving out supplement items for the backpacks and showing off the School Resource Officer's patrol vehicle. We wrapped up July with 3 more Auxiliary helping out at the **City Block Party**.

### 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 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

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 |
| The Public Art Committee met on July 16, 2018 to hear a presentation from Kevin Ridgeway about the Oregon Coast Public Art Trail program. The committee also discussed next steps for the Maple Street sculpture within the Art Exposed program, and reported on progress on each work plan item. |  |

| Transit Advisory Committee (TAC)   |  |
|--|--|
| <u>Department:</u> Planning  | <u>Staff:</u> Glen Southerland – Associate Planner |
| The Transit Advisory Committee met at 1:30 p.m. on July 18, 2018 at the FEC. They discussed ridership and count operations, received a debriefing of park and ride services provided for the Wings and Wheels event at the Florence Municipal Airport, 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 August 15, 2018 at the FEC. |  |

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**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.

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**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.

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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: *ER Reynolds*

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**ITEM’S ATTACHED:** None

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