

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 11
Meeting Date: August 28, 2017
Department: All

ITEM TITLE: Board and Committee Report – July 2017

DISCUSSION/ISSUE:

Airport Advisory Committee	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
The Airport Advisory Committee met July 19, 2017. The following items were discussed: <ul style="list-style-type: none">• Wings and Wheels Event.• Reviewed and approved the latest Proposed Hangar Ground Lease Revision. Mike Miller will send the proposed ground lease to City Attorney for review and comment. Once the review is completed, the revision will be presented to City Council for their consideration. The next Airport Advisory Committee meeting is scheduled for September 13, 2017.	

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

Ad-Hoc Finance Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
Supported staff recommendation to phase in equitable street fees for non-residential to residential street fees. Committee also supported moving forward with implementation of phase in of rate adjustments to achieve equity in water, stormwater, and wastewater beginning July 1, 2017. Received updated schedule for system development charge studies: Water and wastewater moving forward beginning in June, with Stormwater after completion of master plan and transportation after update to transportation system plan study. Committee agreed with schedule.	

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

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

Economic Development Committee (EDC)	
<u>Department:</u> Administration	<u>Staff:</u> Jesse Dolin – Economic Development Catalyst
<p>The Economic Development Committee met on July 18th. The committee heard updates from our regional economic development partners including the South Coast Development Council, Lane County Community and Economic Development and Business Oregon. Particularly, the team heard a presentation from Community LendingWorks, a local non-profit providing non-traditional financing for up and coming businesses. The team is set to meet again on October 17th.</p>	

Environmental Management Advisory Committee (EMAC)	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>EMAC met at 5:30 on July 17th to discuss the container foam policy project, EMAC Goal Setting, Solid Waste Fee Increase, and US. Climate Mayors commitment request. The meeting was followed by a Public Forum on container foam held at 7pm. where approximately 20 attendees voiced their support on setting policy. The next two meetings are scheduled for August 1st and September 5th at 6pm. EMAC also scheduled a work session for August 15th. The Black and White Recycling Event was scheduled for August 12th from 10am to 2pm.</p>	

Florence Events Center Volunteers / Friends of the FEC	
<u>Department:</u> Florence Events Center	<u>Staff:</u> Kevin Rhodes – FEC Director
<p>The City of Florence and the Friends of the Florence Events Center will team up for the Florence Chamber Business After Hours on Thursday August 3rd from 5pm - 7pm. The reception will be held on the FEC stage where the Friends will feature a dazzling "behind the scene" look from the technical perspective for performances held at the FEC. The City will feature displays on the Housing and Economic Opportunity Project (HEOP) and Revision Florence. Delicious Hors d'oeuvres and a variety of beverages will be provided by Pavilion Catering.</p>	

Florence Urban Renewal Agency	
<u>Department:</u> Administrative	<u>Staff:</u> Erin Reynolds – City Manager
FURA canceled its meeting for July. The next FURA meeting is scheduled for August 23 rd .	

Florence Urban Renewal Agency Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
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
<p>The Committee met on June 30th with staff to receive an overview of the committee's role and responsibilities and the project's tasks and outcomes. The reviewed the work elements received to date from the consultant that included the survey, stakeholder list and public involvement plan. Their next meeting is scheduled for August 1st at 2pm.</p>	

Parks Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p><u>Old Town Park (Gazebo Park):</u> Volunteers completed 5.75 hours of volunteer labor cleaning the flowerbeds, pruning and weeding at the park during July.</p> <p><u>Gallagher Park:</u> Siuslaw Chapter of American Rhododendron Society volunteers provided 14 hours of labor pruning rhododendrons and other shrubs in the park along Spruce Street. In addition, the Florence Garden Club provided 27 hours of pruning shrubs and rhododendrons at the park.</p> <p><u>Singing Pines Park:</u> Shoreline Christian School volunteers provided 1 hour of labor picking up litter and trash at the park during July.</p> <p><u>Veterans Memorial Park:</u> Volunteers provided 10 hours of labor cleaning and weeding at the park in July.</p> <p><u>Ken Kettelman:</u> A volunteer who provided 17 hours removing scotch broom within the right-of-way along Rhododendron Drive between Lighthouse Way and 35th Street; and along 35th Street from Kingwood Street to Rhododendron Drive during July.</p>	

Planning Commission

Department: Planning

Staff: Wendy FarleyCampbell – Planning Director

The Planning Commission met July 25th to hold two public hearings: one regarding the annexation of a property and right-of-way at the intersection of Munsel Lake Road and North Fork Siuslaw Road and another for a modification of an approved Conditional Use Permit for the Boys and Girls Club. The Commission voted 6-0 to approve the annexation and zone assignment and 6-0 to approve the proposed Boys and Girls Club CUP.

The Planning Commission will meet again on August 22, 2017 to discuss a conditional use permit application for Florence Foodshare.

Police Auxiliary

Department: Police

Staff: Tom Turner – Chief of Police

During the month of July 2017 the Police Auxiliary was specially busy with special events. We provided just under 400 hours of service to the Police Department and the City of Florence. We attended the Wings n' Wheels event at the Airport, showing off equipment and providing handouts to the attendees. We also provided traffic control for the event. On July 4th we patrolled Bay Street during the day, talking to visitors about the fireworks event. During the late afternoon and evenings we did the same and controlled any fireworks in the Old Town Area. We also had patrols in all neighborhoods to watch for illegal fireworks. For the Power of Florence event we deployed a display of vehicles and handouts at the Grocery Outlet parking lot. We also allowed the public to take pictures of children in the back of the patrol vehicles, which is always a big hit.

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 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 occupied out of the jail. 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.

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 July 10th to continue working toward projects. The following is the status of the PAC projects.

- Trash Cans: The Public Art Committee is continuing its work on the trash cans through the ordering and placement of plaques on each can designating the artist and noting the program.
- 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 finalize 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 Team has setup an agreement with Café, which is a standardized online call to artist program.
- Public Outreach / Marketing: The team met with Siuslaw News Features Editor Chantelle Meyer on July 31st in preparation for a features article. The article is set to be published August 2nd. The team is also working toward a public art forum scheduled for August 14th at 6:30 p.m. at City Lights Cinemas.

Transit Advisory Committee (TAC)	
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<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
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TAC met on July 19th to discuss operations of the bus, marketing, and service provided for the Wings and Wheels shuttle. No quorum was present at the meeting, so no voting items were discussed. Progress reports were given on several on-going TAC projects. TAC will meet again on August 16, 2017.

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:

ER Reynolds

ITEM'S ATTACHED: None
