

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO:
Meeting Date: June 12, 2017
Department: All

ITEM TITLE: Board and Committee Report – May 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 May 17, 2017. Joe Roshak of Century West Engineering provided an update on the upcoming Capital Improvement project, including the 5 year CIP and federal and state outlooks regarding funding. Other items discussed included: Airport lease review, Wings and Wheels, collaboration with Lion’s Club on organization of Wings and Wheels, solar eclipse this summer, and airport signage. Next meeting is scheduled for July 19, 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>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.</p> <p>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.</p>	

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

Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
Approved proposed budget.	

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
EMAC met May 18 th to debrief the Household Hazardous Waste Collection Event and Green Fair. They also discussed the container foam policy project and EMAC Goal Setting. Five EMAC members volunteered in total, 10 “man-hours” at the Green Fair. The June meeting will be held on the 15 th at 2pm.	

Florence Events Center Volunteers / Friends of the FEC	
<u>Department:</u> Florence Events Center	<u>Staff:</u> Kevin Rhodes – FEC Director
<p>With the goal of promoting performing arts at the FEC, each year the Friends of the FEC award performance grants to local non –profit organizations for events held at the FEC. At their May meeting, the Friends approved a budget of up to \$6000 for the upcoming 2017-18 fiscal year. With a closing date of June 20th, applications are available at the FEC office or FEC website at www.eventcenter.org</p> <p>The Friends of the FEC funded the making of a video that can now be viewed on the FEC website at www.eventcenter.org. The video features FEC volunteers dancing to Justin Timberlake’s catchy tune of, “Can’t Stop the Feeling”! The video highlights the different areas of FEC volunteerism including ushers, receptionist, ticket takers and sellers, operations crew and technicians. The video can also be viewed, shared and liked on Facebook!</p> <p>Sub-committees of the Friends are also well in to the planning phases for the upcoming FEC indoor Yard Sale, Festival of Books and Winter Music Festival 2018.</p>	

Florence Urban Renewal Agency

Department: Administrative

Staff: Erin Reynolds – City Manager

FURA met on May 17th to participate in a joint work session with the City Council and Lane County Commissioners to discuss the ReVision Florence project and Lane County's potential funding participation.

FURA also met on May 31st after completion of the FURA Budget Committee meeting to review ReVision Florence design scope decisions in order to allow the consultants to complete the 60% design element scope.

Florence Urban Renewal Agency Budget Committee

Department: Finance

Staff: Andy Parks – Interim Finance Director

Approved proposed budget (pending decision 5/31)

Housing and Economic Opportunities Project Ad-Hoc Committee

Department: Community & Economic
Development

Staff: Wendy FarleyCampbell, Planning
Director & Kelli Weese, City Recorder /
Economic Development Coordinator

Mayor Henry and the Council reviewed applications in early May for the Committee and appointed the following parties at the May 15th City Council meeting.

- Alan Bourne
- Andy Johnson
- Carla Lowe
- Gary Stine
- Jan Maxwell
- Katherine McBroom-Redwine
- Sandy Todd
- Stephanie Watkins
- Steve Earnshaw
- Thomas Shaw

The Committee is looking to schedule their first 'orientation' meeting in June.

Parks Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>Volunteers for Old Town Park (Gazebo Park) completed 14.5 hours of volunteer labor cleaning the flower beds, pruning and weeding at the park during May.</p> <p>Munsel Road Park: BSA Troop 721 provided 16 ¼ hours of volunteer hours cleaning the flower beds</p> <p>Gallagher Park: Siuslaw Chapter of American Rhododendron Society volunteers provided 4 hours of labor pruning rhododendrons and other shrubs in the park along Spruce Street.</p>	

Planning Commission	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>The Planning Commission met May 9th to discuss an application to modify the exterior of the 76 Station convenience store currently under construction, a temporary conditional use permit for temporary mobile building space used for the Siuslaw River Bridge construction project, and a PUD code update to allow a reduced minimum size requirement for Planned Unit Developments. The Planning Commission decided to continue the public hearing on the 76 Station convenience store until June 13th; to approve the request for a conditional use permit for Great Western Corporation during their construction project 6 to 1; and to approve, with modifications, the proposal to update PUD code requirements unanimously.</p> <p>The Planning Commission also met May 23rd to hold two public hearings regarding a conditional use permit for an expansion of storage space at Central Lincoln PUD and a continuance of a hearing for a conditional use permit request for the Port of Siuslaw revetment proposal. The Commission voted 6-0 to approve the conditional use permit for the CLPUD Storage Area and 6-0 to continue the public hearing for the Port of Siuslaw rip-rap revetment project to a date certain of October 10, 2017.</p>	

Police Auxiliary	
<u>Department:</u> Police	<u>Staff:</u> Gary Stine – Auxiliary Coordinator
<p>During the month of May 2017 the Police Auxiliary provided just over 300 hours of service to the Police Department and the City of Florence. We provided crowd and traffic control for the 110th Rhododendron Parade and provided crosswalk traffic control for the annual Bike to School Day for the Elementary School. We also provided additional security for Senator Wyden's Town Hall meeting at the Florence Event Center.</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 out recuperating from her injuries. 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
Program not active	

Public Art Committee

Department: Administrative

Staff: Kelli Weese – City Recorder / Economic Development Coordinator

PAC met on May 15th to continue working toward projects. The following is the status of the PAC projects.

- Trash Cans: The Public Art Committee coordinated a paint day on May 6th with 7 middle and 7 high school artists painting their designs on the trash can lids to be placed in Old Town. The project proved to be a huge success with a lot of community support! Thank you to Ron Hildenbrand and Jennifer French for leading the effort, with help from Siuslaw School District and Public Works!
- Gallery in Old Town: The group reviewed and approved locations for the proposed gallery in Old Town.
- Public Art Donations: The group reviewed and approved locations for the two art donations.



Transit Advisory Committee (TAC)

Department: Planning

Staff: Glen Southerland – Associate Planner

TAC chose to cancel the May meeting in order to allow staff and ex-officio members to work on needed projects and will meet again on June 21st. Staff and three TAC members attended a Florence/Yachats Connector stakeholder meeting in Yachats on May 26th and received information regarding delays in the expected start date of the pilot project. The pilot was originally scheduled to start on July 1, 2017, but will now likely be delayed until August or September 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:

ITEM'S ATTACHED: None
