

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 8
Meeting Date: November 20, 2017
Department: All

ITEM TITLE: Board and Committee Report – October 2017

DISCUSSION/ISSUE:

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

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

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

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
No report.	

Environmental Management Advisory Committee (EMAC)

Department: Planning

Staff: Wendy FarleyCampbell –
Planning Director

EMAC met on October 3rd. Topics and business included revising their recommendation foam food and beverage container code language to City Council and discussion of local impacts to China's decision to stop accepting plastics for recycling. EMAC has suspended meetings from November through February, except as needed to participate in the 2017 Solid Waste Rate Review.

Florence Events Center Volunteers / Friends of the FEC

Department: Florence Events Center

Staff: Kevin Rhodes – FEC Director

Winter Music Festival 2018 – The Friends of the FEC Winter Music Festival committee is working tirelessly on the 2018 festival scheduled for January 12th – 14th. The musical menu for 2018 is broader than ever before. In addition to the expected bluegrass, Americana, and folk appetizer, they've added entrees of gospel, a Capella, Celtic, and even Texas swing.

Something different from previous years, the amount of time between acts has been increased to 30 minutes leaving more time for patrons to browse the artisan fair and enjoy a piece of pie from the traditional pie sale.

Headlining the concert will be Al Stewart (Year of the Cat) along with performers including John Craigie, Laura Lewi and the Right Hands, Jeff Scroggins and Colorado, Cabin Fever NW, Pretty Gritty and more! Visit www.wintermusicfestival.org for show times!

Or Cultural Trust Grant - The Friends have received the funding from the Or Cultural Trust grant in the amount of \$30,800. Along with the matching funds provided by the Friends of the FEC, \$61,600 will be made for a much needed technical upgrade for the theater. Staff is in the final phase of reviewing proposals while aiming for an early January completion.

Wallflowers and Wine - The upcoming Wallflowers and Wine scheduled for Saturday November 25th is sold out. The social art and wine event has become very popular with artistic instructor John Leasure.

Florence Urban Renewal Agency

Department: Administrative

Staff: Erin Reynolds – City Manager

FURA met in a work session on October 12th to review the next steps for ReVision Florence including receiving input from consultants MurraySmith regarding designs for the gateway features, pedestrian and street furniture elements and color schemes for plaza surfaces.

Florence Urban Renewal Agency Budget Committee

Department: Finance

Staff: Andy Parks – 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
The Committee met on October 10 th to meet with the consultant team and review the results of the community survey, buildable land inventory, housing needs analysis and economic opportunity analysis. The next meeting is scheduled for December 5 th .	

Parks Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<u>Old Town Park (Gazebo Park):</u> Volunteers completed 11.5 hours of volunteer labor cleaning the flowerbeds, pruning and weeding at the park during October.	
<u>Gallagher Park:</u> Siuslaw Chapter of American Rhododendron Society volunteers provided 8.5 hours of labor pruning rhododendrons and other shrubs in the park along Spruce Street.	
<u>Veterans Memorial Park:</u> Volunteers provided 6 hours of labor cleaning and weeding at the park in October.	
<u>Singing Pines Park:</u> Shoreline Christian School volunteers provided 4 hours of labor picking up litter and trash at the park during October.	

Planning Commission	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
Planning Commission met October 10th to review a proposed minor partition on recently annexed property on North Fork Road and October 17th to review a proposal to expand the City Hall building. Both proposals were unanimously approved by Planning Commission. Planning Commission’s next meeting will be held November 28th.	

Police Auxiliary

Department: Police

Staff: Merrilee Mager – Auxiliary Director



For the month of October, the Auxiliary had 10 volunteers contributing 330 volunteer hours. And while we had one resignation, we are currently processing an application for a new volunteer.

This month there were a variety of events for the Auxiliary to participate in. October 19, 3 of our volunteers manned a booth at the Senior Expo offering a variety of information on neighborhood watch, emergency preparedness, etc. Additionally, we collected unwanted, expired or outdated

prescription drugs for safe disposal, a popular service for attendees.

On October 28, two Auxiliary volunteers joined the Lane County Sheriff’s Office to host a National Drug Take Back Event at Bi-Mart. A total of 105 pounds of unwanted, expired or outdated prescription and over the counter drugs were collected for safe and secure disposal.

Halloween was festive and fun at the Justice Center with 4 Auxiliary volunteers handing out 87 reflective trick or treat bags containing treats. A faux jail was provided and parents were snapping photos of their little ghouls “behind bars”.

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 meals	Fingerprinting for the public and the court
Sex offender registration	Filing of tickets and incident reports
Shredding documents	Home security inspections
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
PAC met on September 18 th to continue working toward projects within their work plan including Public Outreach & Marketing, Trash Cans, Old Town Gallery, Donations, Hwy 101 & 126 Mural, and the Siuslaw Bridge Steps.	

Transit Advisory Committee (TAC)	
<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
The Transit Advisory Committee met on October 18 th to discuss operations of the Rhody Express, promotion and marketing ideas, and progress promoting the Ride Free Day program. The Committee successfully obtained two sponsors for Ride Free Day, Greentrees Village, which provided free rides on October 30 th and 31 st and Lofy Construction, who provided free rides every Friday through January 5 th . The Committee discussed other marketing opportunities as well as progress on the upcoming Florence-Yachats Connector. The next meeting of TAC is scheduled for March 21, 2018 with the location of that meeting yet to be determined.	

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
