

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 7
Meeting Date: October 22, 2018
Department: All

ITEM TITLE: Board and Committee Report – September 2018

DISCUSSION/ISSUE:

Airport Advisory Committee	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
Airport Volunteer Group (AVG) provided 240 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.	

Airport Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
The Airport Advisory Committee met on September 19, 2018 and heard an update from Century West Engineering and Public Works Director/Airport Manager Mike Miller concerning the airport lighting upgrade project. In addition the committee discussed the ground area calculations for hangar leases; discussed flight path over a snowy plover sensitive area in the vicinity of Baker Beach/Sutton Beach area; and had a discussion about the addition of control line model planes being flown at the airport. Currently the Florence Radio Controlled Model Aircraft Club is provided space at the airport to fly their model planes and helicopters. A new individual would like to join the radio controlled model aircraft club to fly their control line model airplane at the airport. Chair Terry Tomeny will follow-up with the individual to get more specifics regarding their model planes. The next AAC meeting is scheduled for November 14, 2018 at 2pm at the FEC.	

Ad-Hoc Finance Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	

Audit Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	

Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	

Economic Development Committee (EDC)	
<u>Department:</u> Administration	<u>Staff:</u> TBD
No report.	

Environmental Management Advisory Committee (EMAC)	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
EMAC met September 5th to discuss the community survey and interview questions for the plastic bag regulation project, discuss ideas for the 2019/2020 City Work Plan, contamination education report/actions, foam regulation compliance update, and coordinate on the Rock the Block Neighborhood clean-up project. Their next meeting is scheduled for October 2 nd at 6pm.	

Florence Events Center Volunteers / Friends of the FEC	
<u>Department:</u> Florence Events Center	<u>Staff:</u> Kirk Mlinek, Friends of FEC Chairperson
<p>Board retreat. The Friends board held a retreat at the Florence Golf Links in August. Board initiatives/priorities going forward are 1) provision of ongoing financial support to the FEC for technical assistance in the areas of sound and lighting (amount to be determined in consultation with Director Rhodes); 2) aggressive recruitment of FFEC members; 3) fundraising (hire a grant writer); 4) rebrand the Friends (the Friends have entered into a contract with Scott Steward of Creative Wave Marketing to assist with the rebranding and other marketing projects); 5) event promotions; 6) FEC maintenance and supplies; and 7) FEC capital improvements in coordination with the executive director.</p> <p>Winter Music Festival (WMF). The revised WMF website is functional, tickets are for sale, and festival marketing has begun. The Friends are excited about the 2019 lineup for the festival, which runs from January 25-27, 2019. Related fundraising has been underway for several months and continues to go well. Sea Lion Caves is on board for its second year as presenting sponsor. The Friends extend sincere thanks to all of the WMF financial and in-kind sponsors.</p> <p>Performance grants. The Friends recently voted to approve performance grants for Seacoast Entertainment, Last Resort Players, C.R.O.W., Siuslaw High School Band, and Siuslaw P.T.A. Grants for the current fiscal year total \$4,500.</p> <p>Purchase for the FEC. In response to a request from Director Rhodes, the Friends voted to purchase new tables for the FEC at a cost of \$12,532.09.</p>	

Florence Urban Renewal Agency	
<u>Department:</u> Administrative	<u>Staff:</u> Erin Reynolds – City Manager
<p>FURA met on September 19th to review the latest in the project design, engineering and construction for the ReVision Florence project. In addition, the Agency received an update from the Public Art Committee regarding their work plan progress, and approved the audited financial statements for fiscal year 2016-17 and the 4th quarter financials.</p>	

Florence Urban Renewal Agency Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
<p>No report.</p>	

Parks Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>Singing Pines Park: Shoreline Christian School volunteers provided four hours of labor picking up litter and other trash at the park.</p> <p>Old Town Park (Gazebo Park): Volunteer provided 6 hours of labor cleaning the flowerbeds, pruning and weeding at the park.</p> <p>Our local scotch broom removal extraordinaire, Ken Kettelman, really knocked it out of the park and provided 36.5 hours of labor during September removing this invasive species from wellfield. Way to go Ken!!</p>	

Planning Commission	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>On September 11th, the Planning Commission held two public hearings: Commissioners voted to approve the First Step’s temporary transitional housing conditional use permit and to approve the South Rhododendron Dr. Beach Park conditional use permit. The September 25th Planning Commission worksession was cancelled due to a lack of quorum.</p> <p>The Planning Commission will meet again on October 9th at 5:30 p.m. at the Florence Events Center.</p>	

Police Auxiliary	
<u>Department:</u> Police	<u>Staff:</u> Len Larson – Auxiliary Director
<p>12 Auxiliary Officers contributed 263 volunteer hours in the month of September for a total of 2,556 hours YTD.</p> <p>On opening day of school, September 5th, we provided 4 Auxiliary officers for cross walk duty. On September 8th and 9th we provided 6 Auxiliary officers for patrol duty during the Rods & Rhodies Auto Show & Shine on Bay Street.</p> <p style="text-align: center;">AUXILIARY REGULAR DUTIES</p> <ul style="list-style-type: none"> -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	
<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
<p>The Public Art Committee met on September 17th to consider the next steps for the Hwy 101 & 126 Mural project, and the Public Art Committee work plan. In addition, the PAC reviewed the progress on each of the work plan items.</p>	

Transit Advisory Committee (TAC)	
<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
<p>The Transit Advisory Committee met at 1:30 p.m. on September 19, 2018 at the FEC. They discussed ridership and count operations, Transportation Committee plans, Transit needs and goals and 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 October 24, 2018 at the FEC.</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: *ER Reynolds*

ITEM'S ATTACHED: None