

---

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

**ITEM NO:** 5  
Meeting Date: January 28, 2019  
Department: All

---

**ITEM TITLE:** Board and Committee Report – December 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 did not meet during December. The next AAC meeting is scheduled for January 16, 2019.</p> <p><u>For November:</u></p> <p>The Airport Advisory Committee met on November 14, 2018. Items of discussion included City Committee changes – transition from Airport Advisory Committee to Transportation Advisory Committee; update on the Airport Lighting Project; draft hangar leases; control line model airplanes use of the airport; and GIS approach to the airport.</p> <p>City Recorder Kelli Weese provided an informative overview of the Council efforts to revamp and consolidate committees. The Airport Advisory Committee members received the by-laws of the new Transportation Advisory Committee. All non-expiring members of the Airport Advisory Committee would be automatically rolled over into the new Transportation Advisory Committee.</p> <p>Joe Roshak from Century West Engineering provided an update on the status of the grants (both FAA and COAR grants have been fully executed and approved) for the Airport Lighting Upgrade Project. Due to the costs of the entire Slurry Seal and Lighting Upgrade Project, a change order had been issued to remove the crack and slurry seal work from the project. This allowed the full construction of the PAPI, MIRL, and REIL lighting system to be completed.</p> <p>Committee member Sam Spayd provided a brief update on the draft hangar lease.</p> <p>Committee Chairperson Terry Tomeny provided the committee with information regarding how control line model aircraft have been using other airports, insurance requirements, and that they had been at the Eugene Airport from 1968 until development in 2015 pushed them from the airport property. The Committee advised the Public Works Director to allow control line model aircraft to use an undeveloped area of the Florence airport.</p>	

<b>Airport Volunteers</b>	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>Airport Volunteer Group (AVG) provided 232 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> TBD
No report.	
<b>Audit Committee</b>	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	
<b>Budget Committee</b>	
<u>Department:</u> Finance	<u>Staff:</u> TBD
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>	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>EMAC met December 4<sup>th</sup> to review the final draft of EMAC’s 2019-2020 Work Plan recommendations and discuss the City’s plan for supporting Lane County plastic round-up occurring in March or April by way of storage space. EMAC’s next meeting was scheduled for January 3<sup>rd</sup> at 6pm. Next meeting will be held February 7<sup>th</sup> at 6pm.</p>	

**Florence Events Center Volunteers / Friends of the FEC**

Department: Florence Events Center

Staff: Kirk Mlinek, Friends of FEC President

The Friends did not meet in December 2018; however, here are a few key upcoming dates.

**January 24-27, 2019** -- The 17th version of the annual Winter Music Festival kicks off on January 24 with the invitation-only Kids Concerts, followed by three days of great music and art.

**January 29, 2019**-- regularly scheduled meeting of the Friends of the FEC in the Conference Room at the FEC beginning at 3:30 PM.

**February 23, 2019** -- Friends Indoor Yard Sale; please call Kirk Mlinek at 303-519-7054 or Bonnie MacDuffee at 541-997-1994 for details!

**March 10, 2019** -- The Friends of the FEC bring the WWII-style Pin-Ups Tour to town for veterans, active military personnel, and interested citizens. This troupe travels the country for the sole purpose of entertaining our cherished veterans and military personnel. And, yes, we've requested the G-rated version. Bring the family!

**May 23, 2019** -- The Friends will host the Chamber's Business After Hours event at the FEC, program to be announced. We always appreciate the opportunity to tell the Friends' story and to showcase the FEC and its staff. Please plan to attend.

**Florence Urban Renewal Agency**

Department: Administrative

Staff: Erin Reynolds – City Manager

FURA did not meet in December.

**Florence Urban Renewal Agency Budget Committee**

Department: Finance

Staff: TBD

No report.

<b>Parks Volunteers</b>	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<p>Gallagher Park: Siuslaw Chapter of American Rhododendron Society volunteers provided 6 hours of labor pruning rhododendrons and other shrubs in the park.</p> <p>Old Town Park (Gazebo Park): Volunteers provided 3 hours of labor cleaning the flowerbeds, pruning and weeding at the park.</p> <p><u>For November:</u></p> <p>Gallagher Park: Siuslaw Chapter of American Rhododendron Society volunteers provided 8 hours of labor pruning rhododendrons and other shrubs in the park.</p> <p>Singing Pines Park: Shoreline Christian School volunteers provided 3.5 hours of labor picking up litter and other trash at the park.</p> <p>Old Town Park (Gazebo Park): Volunteers provided 4.5 hours of labor cleaning the flowerbeds, pruning and weeding at the park.</p> <p>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.</p>	

<b>Planning Commission</b>	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>On December 18<sup>th</sup>, the Planning Commission held one public hearing, an application from David Rogers for a caretaker residence in the Pacific View Business Park. Commissioners voted unanimously to approve, 5-0. The Planning Commission also discussed and recommended 2019-2020 Work Plan recommendations related to long range planning and committee operations.</p> <p>The Planning Commission’s next scheduled meetings are proposed for February 5<sup>th</sup>, 19<sup>th</sup> and 26<sup>th</sup>.</p>	

<b>Police Auxiliary</b>	
<u>Department:</u> Police	<u>Staff:</u> Len Larson – Auxiliary Director
No Report	

<b>Police Reserve Officers</b>	
<u>Department:</u> Police	<u>Staff:</u> Tom Turner – Police Chief
Program not active	

**Public Art Committee**

<u>Department:</u> Administrative	<u>Staff:</u> Sarah Moehrke – Community & Economic Development Assistant
-----------------------------------	--

The Public Art Committee is full-steam ahead with our two projects that will be installed this summer. The committee has selected Marino-Heidel Studios and their mural, Stitching Time, Weaving Cultures to be installed at the Central Lincoln PUD building on the corner of Quince Street and Highway 126. PAC is also working with ODOT to gain approval for Jessilyn Brinkerhoff’s installation on the the Siuslaw Bridge Staircase. Finally, we have created new brochures for our Art Exposed outdoor art gallery on Bay Street that can be found at the Chamber of Commerce, Siuslaw News, and the Florence Events Center. Pick one up and learn a little bit more about the sculptures that are scattered around Bay Street! We are getting excited to start working with our new committee members that will be starting to serve with the committee in February. Happy 2019!

**Transit Advisory Committee (TAC)**

<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
-----------------------------	--

The Transit Advisory Committee held their final meeting November 28<sup>th</sup> as reported in the last report. They did not meet in December. This committee is being replaced by the Transportation Committee forming in February.

**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.

**AIIS 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