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City Recorder
 541-997-3437

City Manager's Office
 541-902-2182

Public Works
 541-997-4106

Police Department
 541-997-3515

Florence Events Center
 541-997-1994

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Focus on Florence

A Newsletter from the City of Florence

Siuslaw Bridge photo courtesy of Joshua Greene, © 2011 All Rights Reserved

October 2011

City Goes "Live" With Online Permitting Program

Submitted by Community Development Department

General contractors and others can now apply online for all types of City of Florence building permits thanks to a new ePermits system developed by the Oregon Building Codes Division (BCD).

The ePermits system is the culmination of a multi-year effort on the part of BCD and cities like Florence. Funded by a surcharge on building permit fees, the BCD has worked to create the nation's first statewide electronic permitting system. ePermits is based on software developed by the Accela Corporation for



Oregon BCD ePermitting Technician Debbie Wells (far left standing) goes through training tips with City staff for the new online permitting program.

use by governments. Accela has contracted with the state to provide this system at no additional purchase cost to the participating jurisdictions.

For more than two years, Florence has been a participant in the "Basic Services" version of the system, which has allowed enrolled contractors to apply and pay online for simple permits that require no plan review, such as plumbing, mechanical and electrical permits. The "Basic Services" program has been well received by the contractors using it and has brought convenience and savings to their

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Florence Volunteers' "Can-Do" Attitude Benefits City

Submitted by Sue Roberts, Florence City Council Vice-President

Citizen volunteers are the clandestine engine that allows the City of Florence to perform the myriad of tasks and goals required to perform our mission. To put it simply – we couldn't do it without our volunteers' expertise and dedication.

The City has several groups and individuals who coordinate



Florence City Council Vice-President Sue Roberts.

specific programs and provide departmental assistance in various areas. These are in addition to the boards appointed by the mayor after consultation with

the City Council.

One citizen in particular spends many hours as the City's volunteer grant coordinator in addition to time spent on the Planning Commission. This volunteer not only is a member of the Planning Commission, but has also somehow found the time to manage the \$800,000 Community Development Block Grant that provided the major-

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Employee Spotlight

Engineering Technician Frank Dietz

After 34 years of dedicated work for the City of Florence, Engineering Technician Frank Dietz is moving on to the next stage of his life. Frank's invaluable expertise, sense of humor and cooking tips will be greatly missed.

A 1973 graduate of Siuslaw High School, Frank earned numerous certifications during his years at the City, including Water Distribution SYS Operator 2, Grade Level 3 Wastewater Collection SYS Operator and Backflow Inspector Certification.

In his free time Frank, a proud father of two and grandfather of three, enjoys square dancing with his wife Cathy, in addition to Scouts, camping, fishing and hunting.

Congratulations Frank and best wishes from everyone at the City!



From left to right: Florence Mayor Phil Brubaker, Frank Dietz and Public Works Director Mike Miller at the September 6th City Council Meeting.

What do you like best about working for the City?

"You get to work outside and learn a wide range of knowledge on a lot of things."

Any memorable projects you are particularly proud of?

"They are all memorable and I am proud of all of them. They are what you make of them."

Any plans after retirement?

"I plan to work for awhile and then find something else to do."

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business practices, while encouraging the act of obtaining necessary permits through the ease of use.

"I really liked the system for its convenience and speed," said Steve Wolford, owner of Florence Heating and Sheet Metal, the largest and oldest heating contractor in Florence. Wolford also added that the time-savings factor has been his biggest plus for using the system. Steve's office assistant, Tyanna, also stated that she "finds the system easy to use." That's important considering she is the person actually using the system in most cases.

Because plan review and routing can be tracked and followed in the new, upgraded system, contractors can apply either in-person or on-line for all types of building permits, not just the simple "trade" projects that require no plan review. Fees can be assessed and paid online with a credit card. Because the system is web-based, eligible parties can apply and pay from anywhere on the planet. This accessibility is a real benefit to general contractors and others that have a need for building permits. An interactive voice response (IVR) system also provides the ability for builders to schedule and request inspections from a pre-selected menu and will even e-mail a response to your designated e-mail address or

smart-phone. Additionally, the BuildingPermits.Oregon.gov website for ePermits has a "citizen access" function that will allow people to access the building department files electronically, as well as request inspections and track many of the system features.

Maintaining files and records of permits is required by law and the ePermits system, in relation to building permits, takes on most of that costly burden. As Florence staff learn and grow into the system, they are sure other advantages will come to light. For example, Florence received costly Adobe Acrobat 10 software (at no charge) for use with the plan review functions performed by many city staffers.

"ePermits will allow permitting, record keeping, tracking of inspections and project progress in one electronic file that is kept by the State of Oregon," said permit technician Eric Rines. Rines has also found that the Basic Services ePermits system currently in use has greatly simplified work for simple permits and expects that the larger system will have similar results.

"I am excited and proud that the City of Florence is to be one of the first jurisdictions to participate in this ground-breaking effort with the State of Oregon," said Building Official Carl Dependahl. Links to the system will be posted on the city web-site. You may also find training and tutorials at BuildingPermits.Oregon.gov.

Florence Events Center — 15 Years of Entertaining the Central Oregon Coast

Submitted by Florence Events Center

The Florence Events Center (FEC) is a city owned 21,000 sq. ft. building that sits on 4.1 acres located on Quince Street directly behind Safeway. The building is comprised of 7,500 square feet of multi-purpose meeting space and a 455 seat professional theater. For a community of our size, we are very fortunate to have a facility such as the FEC. In fact, the FEC staff will often give a tour of our facility to visitors passing through town to find they are amazed to see what a fantastic venue we have. It is not uncommon for us to hear tourist say, "We are twice your population and yet we have nothing comparable to your Events Center." Then, as we mention further that we only have three full time employees and the rest of the work is done through volunteers, their amazement quickly becomes astonishment.

The reason the Florence Events Center is here today is because a group of motivated community members had a vision and began campaigning to raise funds for the construction of an events center. That vision soon became a reality in August of 1996 when the FEC first opened its doors. We are now celebrating our 15th year in business hosting concerts, festivals, banquets, dances, weddings, conferences and various meetings. The FEC is also well utilized by our local school district enabling students to perform in band and choir concerts, theatrical productions and attending proms.

The Florence Events Center serves another important function in our community in which it provides emergency shelter in the event of an evacuation. Such was the case on March 11th with the



Public Works crews install an emergency generator outside of the Florence Events Center. The Friends of the FEC contributed \$15,000 towards the project.

tsunami scare resulting from the earthquake in Japan. Recently, the City received an \$87,000 grant from Homeland Security for the purchase and installation of a 300kw emergency generator. The generator is currently in the process of being installed along with the construction of a storage building on the northwest corner of the FEC. The project should be completed with the generator in full operation by the end of this month.

The Friends of the FEC

Another important aspect of the FEC is a group called the "Friends of the Florence Events Center." The Friends are an organized 501(c)3 group of volunteers whose sole mission is to support the Events Center. As the core of our volunteers, the Friends organize, work and sponsor a variety of events including three yearly indoor yard sales, an annual Celebrate Arts juried art show and their signature event, the Winter Folk Festival held each January. In the 2010-2011 fiscal year, the Friends raised over \$30,000 through producing events and securing grants. In the same year the Friends logged over 6,300



volunteer hours. Because of the Friends financial support, the FEC is able to keep up with the rapidly changing demands of technology in addition to supporting the maintenance of our building. Because of the Friends support through volunteerism, the Events Center is able to maintain affordable rental rates making the FEC more accessible to the community.

The Friends also make significant contributions to the community each year by awarding up to \$4,000 to local non-profit performance groups. The grant money received by these groups reduces their overhead enabling them to keep their ticket prices affordable. Additionally, the Friends contributed over \$15,000 towards the emergency generator project which also greatly benefits our community.

Each year the FEC staff hosts an annual volunteer luncheon to show our gratitude. Although it's not nearly enough, it truly reflects how much we appreciate our volunteers. Truth be told, the FEC could not survive without our volunteers, which means there will always be a need. There are unending opportunities to work as receptionists, ushers, set-up crews, maintenance workers, technical staff and ticket sellers. However, if you are unable to volunteer, you can still support us by attending our events. This not only supports the FEC but also the groups that rent our facility, many that are local non-profit organizations. Lastly, you can support us by becoming a Friend of the FEC through annual dues of only \$12 per year. If you are interested in becoming a Friend of the FEC or an FEC volunteer, please stop by the FEC Monday-Friday, 8am – 5pm or call 541-997-1994. Come make a difference in your community, you'll be glad you did!

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ity of funds for the Senior Center. She has also managed the 12th Street Bike Path grant, the Miller Park Grand Slam grant, the Planning Department's Technical Assistance grants and the Environmental Protection Agency grant.

One Florence couple has been instrumental in the beautification of the Highway strip bordering the Dunes Village Shopping Center. As professional landscapers they plotted out the various groupings of flora and, additionally, provided the lovely hardscape persona. They have continued with the maintenance to this day and, as one of the main portals to the City of Florence, it is a fantastic reflection on the can-do attitudes of our citizenry.

The Friends of the Florence Events Center (FEC) are an important component in keeping our 21,000 square-foot facility open. In the 2010/2011 fiscal year alone, the Friends have raised \$30,809. They also have contributed \$15,000 towards an emergency generator that has enabled the FEC to become a disaster relocation site for the entire area. Funds are raised by yearly membership dues, indoor yard sales, the Winter Folk Festival, juried art shows and other fundraisers. The Friends have approximately 85 members and have contributed more than 6,300 volunteer hours in 2010 and 2011.

The Florence Senior Center is self-supporting and totally run by volunteers. The Center runs and coordinates the Alzheimer Respite Program as well as the Lane Council of Government/Meals on Wheels program. Volunteers organize and serve lunches every weekday with a volunteer chef on Tuesdays and Thursdays. A nine member board coordinates and manages the center. Over 1,000 hours per month are provided by volunteers who manage the Center's many activities such as bingo, dancing, classes, pool and other social events.

The Urban Renewal Agency receives its funding through property taxes generated from the Fire, Ambulance, School, Library and Port districts, in addition to Lane County and the City of Florence. Each entity has a volunteer representative which comprises the Urban Renewal Board. Currently, the agency is working on a \$2.5 million project to replace antiquated water and sewer lines in the Old Town area. Presently the water lines are not capable of enough pressure to meet fire flow standards.

The Florence Police Department supports two important volunteer programs: the Florence Police Department Reserve Officers

and the Florence Police Auxiliary.

The Florence Police Department's Reserve Police Officers are well-respected and an integral component of the department. The Reserves are sworn police officers who volunteer their time to help protect our community. Generally, they assist certified police officers in the performance of their duties by riding with them in marked patrol units. They can assist other officers to answer emergency calls for service, render aid, make arrests, write traffic citations, testify in court, and assist in the operations of the jail. These reserve police officers wear the same uniform, same badge, and have the same authority of a regular certified police officer while on duty only. The Police Department currently has five active Reserve Police Officers. They average around 80 hours per month of volunteer time.



Volunteers work on the 18th Street Park during the Power of Florence Volunteer Day July 16th, 2011.

The Florence Police Department Auxiliary assists the Police Department in handling patrol parking issues, animal issues, vehicle tows, interdepartmental mail delivery, assisting in the communications center or general office duties, or directly involved in performing hourly checks in the jail or supervising an inmate work crew in the City.

The Auxiliary is the responsible entity within the Police Department to develop, foster, and encourage Neighborhood Watch Programs in our residential neighborhoods,

in our apartment complexes, and in our business community. This is a critical component of cohesion to enable the partnership between the community and the police department to work at its best in deterring crime and if a crime occurs, to help provide information that can assist in the investigation that would follow. There are currently 11 active members of the auxiliary and this group averages around 270 to 300 hours of volunteer time each month.

In addition to the above are the committees and commissions



The City's volunteer grant administrator oversaw the Miller Park Grand Slam grant, which beautified and paved portions of the park.

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who are appointed by the mayor after consultation with the City Council.

The Florence Planning Commission serves to advise the Mayor, Council, and Planning Director in all matters concerning planning and land use. The Commission reviews and makes recommendations on the Comprehensive Plan, subdivision and zoning ordinances, and other planning rules and regulations. The Planning Commission also serves as the Design Review Board acting to determine whether proposed developments uphold the zoning and subdivision ordinances of the City of Florence, and in doing so holds public hearings on these and other actions. The Commission consists of seven members who serve three-year terms.

The Budget Committee serves as the fiscal planning board for the City of Florence. The Committee reviews the proposed budget rendered by City Staff. The committee may approve the proposed budget intact, or change part or all of it prior to final approval. After review and eventual decision by the Budget Committee the budget is forwarded to the Council for formal adoption prior to June 30th of each year. The Budget Committee consists of the governing body (City Council) and an equal number of citizen members appointed by the Council. Florence therefore has ten committee members. Members serve three year terms.

The Florence Events Center (FEC) Advisory Committee serves to research, study, and offer input to the FEC Director on specific issues of pertinence to the FEC including policies and procedures, rental agreements, finding adequate funding, and reviewing budgets. The committee consists of eleven members, one of which shall be a local high school student. Members serve for a term of three

years, except for the student who serves for a term of one year.

Environmental Management Advisory Committee

The Environmental Management Advisory Committee (EMAC) serves to inform the public and the City Council on issues concerning solid waste management, fees, and service provider licensing. EMAC also strives to improve public

knowledge on conserving energy and material resources, promoting resource recovery (i.e. yard debris), and protecting the health of the environment through public disposal events and programs, including biosolids. EMAC consists of seven members who serve three year terms. EMAC members are extremely involved with the Committee beyond just attending meetings. Members have worked with haulers on an audit and rate review, designed “Don’t forget your bag” stickers and maintain the City Hall Recycling Kiosk. EMAC members also designed the City Hall Recycling Kiosk set-up as well as every month sorts through all the recycling dropped off at City Hall. As of July 7th, EMAC members have received 34 pounds of caps, 40 pounds of cork and four pounds of cell phones for a total of 78 pounds of materials that were removed from the waste stream. EMAC members have also spearheaded a Greener Florence Business Recognition program.

Florence Transportation Project Advisory Committee (PAC)

The Florence Transportation Project Advisory Committee is working on updating the City of Florence’s Transportation System Plan (TSP), Community Transit Plan,

and Capital Improvement Program (CIP), to ensure that urbanization of the Urban Growth Boundary occurs in an integrated, connected manner that facilitates use of alternative modes, reduces reliance on the automobile, reduces use of state highways for local travel, provides certainty about planned transportation investments to encourage economic development, and lowers future emissions thereby helping to reduce the effects of climate change.

Airport Advisory Committee

The Airport Advisory Committee serves to advise the City Council, Budget Committee, Planning Commission, and City Staff on issues concerning refinement and implementation of the Airport Master Plan, and other applicable plans related to the development and operation of the Florence Municipal Airport.

Come join us and get to know your City. Believe me, public service is a good and very rewarding thing. You will be amazed as to the projects that have come to fruition over the past four years – none of them easy. This has been done at the hands of a visionary, hard-working staff and our dedicated, hard-working volunteers. Please come and join us. A United States Navy kudos is the hoisting of two signal flags – the Bravo and the Zulu flags. The City of Florence says “Bravo Zulu” – well done – to all of our volunteers.

Much of this information is available on the City of Florence website at www.ci.florence.or.us. If you have any questions, call Shawn Penrod at City Hall, 541-997-3437.

Citizen committees and volunteer organizations are a great way to be involved and stay connected.



EMAC members designed and maintain the City Hall Recycling Kiosk.

The Ghost of City Ordinances Past



A pre-1914 view of Florence's 1st Street (now Bay Street).

Submitted by City Recorder Department

Many laws have been passed in the City of Florence in its 158 year history, what follows is just a small snippet of those different regulations that have existed at some point, as well as the beginnings of some of the Cities current regulations...

- April 19, 1893 the Town of Florence Board of Trustees passes it's first Ordinance relating to providing money to support renting a building for the Board of Trustees Meetings
- September 3, 1894, Florence declares gambling and all games of chance illegal including any game of roulette, rouge et noir, rondo, twenty-one, pocket, bluff, brag, tan, fan fan or tan tan.
- March 5, 1901, all houses of ill-fame, brothels, or bawdyhouses are made illegal (Ord. No. 27)
- September 2, 1913, all livestock are prohibited from running at large within City limits without being herded or driven by a responsible person (Ord. No. 88)
- October 18, 1937, The first telephone lines laid in City of Florence (Ord. No. 170)
- December 14, 1938, The City requires Businesses to have a license for the first time, the fee is \$5 for a year (Ord. No. 180)
- November 12, 1941, City requires citizens who purchase/own/use a musical instrument, phonograph, radio, or other music producing machine, to be registered with the City Recorder (Ord. No. 192)
- February 7, 1944, The City passes a curfew Ordinance making it illegal for a minor under the age of 18 to be seen on or from a City street between 9 pm and 5 am each day (Ord. No. 195)
- July 7, 1947, The City passes the first parking restrictions on Front (Bay) Street, making it illegal to park for more than 2 hours on Front Street (Ord. No. 204)
- March 26, 1954, The City adopts a leash law making it unlawful for any dog owner to allow that dog to run upon premises, streets or alleys other than the property of his owner unless that dog is on a leash or the owner of the property has consented. (Ord. No. 270, later repealed by Ord. No. 403)
- February 7, 1955, the City establishes the first public library in the Florence City Limits (Ord. No. 276)
- December 5, 1955, Front Street is renamed to Bay Street, and many other streets throughout town are renamed (Ord. No. 280)
- August 31, 1959, The City establishes its first zoning ordinance pending the approval of the first Comprehensive Plan (Ord. No. 336, later repealed by Ord. No. 466)
- November 9, 1959, The City declares its intention to establish a sewer system and sets usage fees (Ord. No. 340)
- June 7, 1965, Following an historic drought season, the City declares it illegal to irrigate lawns, shrubs, flower beds, and all other plantings except for specific days of the month which varied by neighborhood (Ord. No. 421)
- February 5, 1968, The City prohibits smelling or inhaling certain materials for the purpose of causing a state of intoxication or dulling of the senses (Ord. No. 467)

A record of City laws and policies provides an invaluable looking glass into the culture of that City and the evolution of its government. The City of Florence is working to archive recent and past Ordinances and Resolutions not only to document the City's history, but also to increase the day-to-day efficiencies of City government by creating a comprehensive index of laws, and to protect the City should an emergency cause the destruction of the current paper documents. Using computer scanning procedures, current and historical laws and policies are being uploaded into the City's computer servers for easy retrieval by city staff and citizens alike. For more information about this program, and how you can help, contact City Recorder Kelli Weese at (541) 997-3437, kelli.weese@ci.florence.or.us.

Oregon Legislature Closing Cell Phone Driving Loopholes

Submitted by the Police Department



As most people are aware in 2009 the Oregon legislature enacted HB 2377 creating ORS 811.507 which is the restriction on the use of a cell phone while driving. This law states in essence that drivers are prohibited from using a mobile communications device for talking and texting while driving unless the driver meets the requirements for specific exemptions. One of the exemptions is when a person uses a “hands free”

accessory. Another is use of a cell phone to summon help through 9-1-1 if no other person is in the vehicle capable of making that call.

However one of the exemptions in the 2009 law was for the person operating a motor vehicle in the scope of their employment. The language of this exemption received broad interpretation that made the law greatly reduced in its enforceability. As you can imagine when people were stopped after being seen driving holding a cell phone to their ear, the reasons given to officers for use of the phone would be across the board all associated with their employment.

This was an unintended consequence as it was not the intent of the legislature in 2009 for this to become a loophole for the vast majority of the population to continue to operate a vehicle while using a cell phone. The legislature corrected this during the 2011 session. HB 3186 was passed and signed into law that amends ORS 811.507 and removes this specific exemption relating to the use of a cell phone when it is

associated with their employment. This change takes effect on January 1, 2012.

For a list of the exemptions that will exist when HB 3186 becomes effective, people are encouraged to go to the following website of the Oregon State legislature: <http://www.leg.state.or.us/llreg/measure/hb3100.dir/hb3186.a.html>

The use of cell phones while driving is currently pervasive in our community. The entire purpose behind this law and the elimination of this current exemption lay simply in the fact that distracted driving becomes unsafe driving and this law responds to the need to reduce the potential for preventable traffic accidents. A violation of this law is a Class D Violation with a base fine of \$142.

If anyone has any questions on what exemptions exist in this new law they may contact the Florence Police Department at 541 997-3515. They may also email questions to maurice.sanders@ci.florence.or.us or ray.gutierrez@ci.florence.or.us.

Finance Department — Frequently Asked Questions

Submitted by the Finance Department

Q. How do I start or shut-off water & sewer services? What are my options if I go on an extended vacation?

A. For answers to these utility questions and more please check out our Finance Department website at <http://www.ci.florence.or.us/finance/utilities> or call 541-997-3436.

Q. How do I apply for a dog license?

A. To apply for a dog license come to City Hall Finance Department to fill out an application along with proof of your animals current rabies shot record. You can license your dog for a one year term for a \$15 fee or \$7 fee if spayed. For a three year term it is \$35 or \$18 fee if spayed.

Q. How do I apply for and what is the fee for a business license?

A. To apply for an annual business license permit you need to fill out a Business License Application and submit it along with your application review fee of \$80 for a calendar year or \$40 if after July 1st to City Recorder Kelli Weese or Executive Assistant Shawn Penrod. For

a comprehensive list of common City fees check out our website at <http://www.ci.florence.or.us/finance/fee-schedule>

Q. How can I obtain a copy of the audited financial statements and the adopted budget document?

A. You can download a copy of these important financial documents from our Finance Department website at <http://www.ci.florence.or.us/finance> under ‘Documents & Reports’ tab at the bottom of the web page. They are also on file at the Siuslaw Public Library.

Q. Can I pay my utility bill on-line?

A. At this time the City of Florence does not offer that option. However, we do offer an auto-pay option. Each month, you would receive your utility bill as usual. Your bill will have a note that the amount due will be automatically withdrawn from your bank account on or about the 15th of the month. It is easy to sign up and easy to cancel if you choose to discontinue the program. Simply complete a form, attach a voided check (deposit slips are not acceptable due to the routing number difference) and mail or drop it off to us at City Hall.



From left to right: Councilor Brian Jagoe, Council President Nola Xavier, Mayor Phil Brubaker, Council Vice-President Suzanne Roberts, Councilor Paul Holman

Visit the City of Florence online at www.ci.florence.or.us

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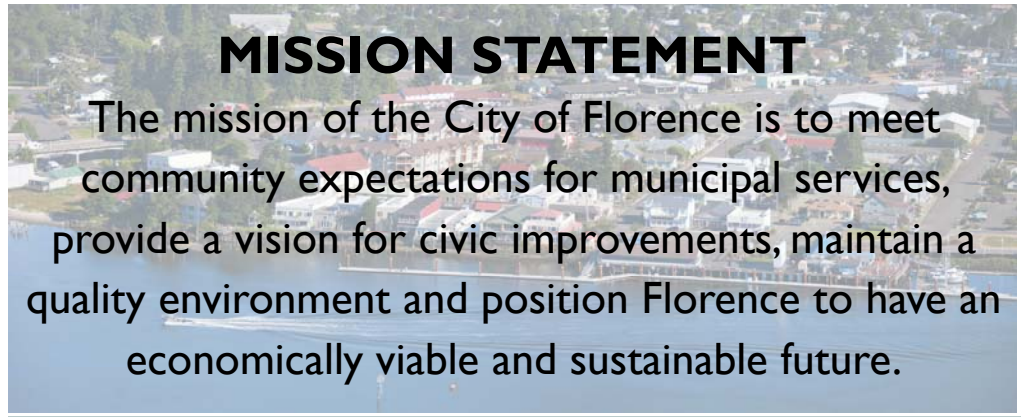
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Florence Events Center
Director Kevin Rhodes
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MISSION STATEMENT

The mission of the City of Florence is to meet community expectations for municipal services, provide a vision for civic improvements, maintain a quality environment and position Florence to have an economically viable and sustainable future.

City Calendar

October 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10 City Council Meeting	11 Planning Commission Meeting	12	13	14	15 Yard Debris Disposal
16	17	18	19	20 Environmental Management Advisory Committee Meeting	21	22
23/30	24/31	25 Planning Commission Meeting	26 Florence Urban Renewal Agency Meeting	27	28	29

For more information about meeting times and locations, contact City Hall at 541-997-3437.