

# Exhibit A



*City of Florence*  
**A City in Motion**

City of Florence  
 Environmental Management Advisory Committee  
 Committee Work Plan  
 July 2019 – June 2021

## Environmental Management Advisory Committee Overview:

The Environmental Management Advisory Committee (EMAC) is a body established for the City of Florence (Ord. No. 17, Series 2018) consisting of not less than five and not more than eleven voting members. The EMAC includes representation from citizen (s) at large with interest, knowledge, or experience in: Solid Waste Handling Businesses; Recycling & Resource Disposal; Dendrology, Landscape Architecture, and/or Streetscape Management; Grant Writing & Administration. EMAC performs other duties required (FCC Chapter 9-4) as the City Council may direct. These duties include: Solid Waste Management, Recycling & Waste Reduction, and Trees & Vegetation. EMAC has established appropriate Subcommittees, per the provisions of the City of Florence Committee & Commission Policy Manual. These Committees include: BioSolids Program, City Tree Board and, Litter & Waste Reduction.

The objective of this document is to create priorities for the 2019 and 2021 biennial cycle. These work plan priorities generally relate to long-term planning efforts to be considered, which include, but are not limited to the following:

- Expand Biosolids Composting facility
- Enhance efforts toward Recycling and Litter Reduction
- Tree City USA Designation
- Update Vegetation Preservation City Code and Noxious Weed Control Program

<b>Environmental Management Advisory Committee (EMAC) Members:</b>		
Maureen Miltenberger; Chairperson	Britte Kirsch; Vice-Chairperson	Josh Haring
Sherry Harvey	Elizabeth Hatcher	Liat Meller
Katie Prosser	Linda Serbus	Michael Titmus
Lisa Wallace		
<b>City Staff and Ex-Officio Members:</b>		
Wendy FarleyCampbell, Planning Director; Staff Ex-Officio	Vevie McPherren, Planning Administrative Assistant; Staff Ex-Officio	
Ron Preisler, City Council; Council Ex-Officio	Vevie McPherren, Planning Administrative Assistant; City Support Staff	
Brian Enochian, County Transfer Ex-Officio	David Twombly, Coast Disposal Ex-Officio	

## Committee Priorities:

### **City Bio-Solids Program, Recycling & Litter Reduction, and Tree City USA Designation:**

The City Council has directed Environmental Management Advisory Committee with objectives and tasks to carry out specific sustainability and conservation goals and EMAC is committed to implementing the goals by working within the designated Subcommittees to ensure the following tasks have been accomplished:

- Perform a curbside yard debris collection cost-benefit/feasibility study
- Identify and secure funding sources for expanding Flo-Gro processing
- Develop plan to market Flo-Gro product
- Implement program to place garbage & recycling containers in identified problem areas of the city
- Continue community discussion to eliminate availability of single use plastic shopping bags including considering programs to reduce litter and updating city code
- Consider community discussion on eliminating availability of plastic straws
- Modify solid waste collection fees to include yard debris collection
- Implement Five "R" Restaurant rating program recognizing, awarding and educating sustainable environmental practices
- Support local community business endeavors that seek to recycle plastic, including but not limited to the 'Precious Plastics' program
- Develop informational materials to educate the community on best practices for recycling and materials that can be recycled locally including but not limited to a video, brochure, website, and social media releases
- Work on application for Tree City USA
- If Tree City USA designation is obtained, work on plan to maintain status
- Update vegetation preservation city code to eliminate inconsistencies and reflect current community quality of life goals
- Create and implement a noxious weed control program to educate the public, eradicate problem areas and recognize business, Group, and individual positive efforts

The next steps regarding **City Bio-Solids Program**, **City Tree Board**, and **Litter and Waste Reduction** are attached on additional report documents.

## BioSolids Program Subcommittee

### Objective 1 Expand Bio solids Composting Facility

#### Task 1: Perform a curbside debris collection cost-benefit/feasibility study.

- a. Collect information from the haulers and the city regarding amount and current use of yard debris collected at Kingwood, gated communities and at landfill monthly.  
(3<sup>rd</sup> and 4<sup>th</sup> quarter 2019 and first and second quarter 2020)
- b. Develop a survey for residents to determine the need for yard debris removal.  
(3<sup>rd</sup> quarter 2019)
- c. Attend three community events ( such as Power of Florence , Florence Farmers Market, National Night Out, Home and Garden Show) to determine yard debris disposal needs of Florence residents.  
(3<sup>rd</sup> and 4<sup>th</sup> quarter 2019 and first quarter 2020)
- d. Prepare brochure on appropriate composting techniques and alternatives.  
(3<sup>rd</sup> quarter 2020)

#### Task 2: Identify and secure funding sources for expanding Flo-Gro processing

- a. Review and update financial information in the Technical Memorandum done in May of 2011 by Kennedy/Jenks Consultants for the Florence City Council.  
(3<sup>rd</sup> and 4<sup>th</sup> quarter 2019)
- b. Perform a feasibility study of expanding the production of Flo Gro by determining equipment and staff needs.  
(3<sup>rd</sup> and 4<sup>th</sup> quarter of 2019)
- c. Consult with cities and counties that develop a similar compost as to their funding methods.  
(2<sup>nd</sup> and 3<sup>rd</sup> quarters 2019)
- d. Look into funding available through resources such as DEQ, EPA, ESRPA  
(2<sup>nd</sup> and 3<sup>rd</sup> quarter 2020)

Task 3. Develop plan to market Flo-Gro product

- a. Develop a survey to use online and at events to ascertain from residents the amount they would be willing to pay.  
(2<sup>nd</sup> quarter 2020)
- b. Attend three community events (such as Power of Florence, Florence Farmers Market, National Night Out, Home and Garden Show) to determine the need and amount residents are willing to pay for Flo Gro.  
(2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> quarters 2020)
- c. Research costs of similar products to determine price point of Flo Gro.  
(3<sup>rd</sup> and 4<sup>th</sup> quarters 2020)

Task 4. Modify solid waste collection fees to include yard debris collection

- a. Perform feasibility study with haulers to determine added costs to collect yard debris.  
(3<sup>rd</sup> and 4<sup>th</sup> quarters 2020)
- b. Explore other markets for collected yard debris such as chipping and ground cover.  
(1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> quarter 2020)

# City of Florence

## City Tree Board Work Plan 2019 – 2020

### Tree Board Overview

The City Tree Board was re-constituted in April, 2019 as a sub-committee of the Environmental Management Advisory Committee. Its purpose is to establish and support community programs to maintain and preserve the forested, coastal community character of the City of Florence.

### City Tree Board Members *(with Terms of Service)*

Beth Hatcher (2019 – 2023)

Lisa Wallace (Present – 2020)

Michael Titmus (2019 – 2023)

EMAC Chairman - Maureen Miltenberger

### Overall Tasks for 2019 – 2020 City Work Plan

The City Tree Board of Florence has four main tasks:

1. Achieve *Tree City USA* designation.
2. Institute a *Heritage Tree Program*.
3. Create a sustainable *Invasive Species Eradication* program.
4. Review and update Florence City Code to realize significant tree preservation.

### 2019-2020 Task Breakdowns

Florence Tree Board Workplan Timeline	2019		2020	
	3rd Quarter (Jul, Aug, Sep)	4th Quarter (Oct, Nov, Dec)	1st Quarter (Jan, Feb, Mar)	2nd Quarter (Apr, May, Jun)
Tree City USA	Continue Application -----	Community Event Planning -----	Arbor Day Proc and Events -----	
City Code Updates	Research -----	Rewrites -----	Legal, Admin, Etc. -----	Hearings & Council Approv -----
Invasive Species Pgm	Develop Strategies -----	Educa., Press & Media -----	Promote Community Eradication Projects -----	
Heritage Tree Pgm		Research -----	Develop Sys & Promo -----	CC Approval -----

Revised: 5/19/2019

### Tree City USA

- Continue Application Process - *Third Quarter 2019*
- Community Event Planning - *Fourth Quarter 2019 / First Quarter 2020*

# City of Florence

## City Tree Board Work Plan 2019 – 2020

- Arbor Day Proclamation & Events - *Second Quarter 2020*

### Heritage Tree Program

- Research/Contact Other Programs in Oregon - *Fourth Quarter 2019*
- Develop System & Promotion - *First Quarter 2020*
- City Council Approval and Program Launch - *Second Quarter 2020*

### Invasive Species Eradication

- Develop Strategies & Community Partnering - *Third Quarter 2019*
- Education, Press and Media Campaign - *Fourth Quarter 2019 through First Quarter 2020*
- Community Eradication Projects - *First & Second Quarter 2020*

### City Code Updates

- Continue Code Research - *Third Quarter 2019*
- Write Revisions & Updates - *Fourth Quarter 2019*
- Administrative & Legal Reviews - *First Quarter 2020*
- Hearings & City Council Approval - *Second Quarter 2020*

### Financial Requirements 2019 – 2020

- Tree City USA - Arbor Day Large Banner, Small Banner, Event Booth Fees
- Heritage Tree Program - Brochures, Tree Marker Plaques, Website
- Invasive Species Eradication - Identification Handouts

### Tree Board Outlook 2020 & Beyond

- Tree City USA - Continue Arbor Day planning & events as well as yearly review of designation criteria.
- Heritage Tree Program - Promote program & maintenance of designated trees.
- Invasive Species Eradication - Continue community involvement projects to educate and eradicate invasive species on public and private property.

## City of Florence

### 2019 – 2020 Environmental Management Advisory Committee Work Plan

#### Subcommittee: Litter and Waste Reduction

#### Committee Members:

Sherry Harvey, Britte Kirsch, Katie Prosser, Linda Serbus

#### Process for 2019 Projects

1. **Implement a program to place garbage and recycling containers in identified problem areas of the city.**
  - a. Determine Clean Up Hotspots within Urban Growth Boundary / City Limits to start clean up campaigns – work with ODOT and the City regarding appropriate locations / Possible litter survey for Port / Campground / Boardwalk etc.
  - b. Promote and enhance the Adopt a Street / Adopt a Highway / Adopt a Can / Bin Program and work with City and Haulers to target specific areas within the city. Determine best practices for how to manage and handle logistics. Work with Revision Florence on future waste reduction needs.
  - c. Attend community events in 2019 / 2020 to educate and promote “Take Pride in Your Community” Clean Up Campaign / develop marketing materials for events.
  - d. Organize a possible EMAC Fundraiser to raise funds for programs / sponsorships.
  - e. Research grants to acquire funds to help subsidize programs
  - f. Design and perform a simple litter survey on the environmental impacts of homeless camps / illegal camping in Florence area and recommend solutions to help manage the litter and waste generated.
  
2. **Implement Five “R” Restaurant rating program. Q1 2020**  
**Recommend including businesses and community organizations. Create recognition marketing program (Opportunity to Recycle option).**  
**Q3 / Q4 2019**

#### PRELIMINARY BUDGET ESTIMATES

Marketing Materials / Promotional Items	\$ 1000.00
Fundraising Event	\$ 1000.00
Recycling Bins / Garbage Cans	\$ 2000.00
Grant Research / Writing (Staff Time / Consultant)	\$ 1000.00

## **Process for 2020 Projects**

**1. Continue community discussion to eliminate availability of single use plastic shopping bags (consider litter reduction programs / updating city codes).**

**Revisit in 2020 – pending state legislative decision 2019**

- a. Review current City Codes and update as needed for litter reduction opportunities. Talk with City Staff to improve and assist in enforcement / compliance of codes.**

**Q3 2019**

**2. Consider community discussion on eliminating availability of plastic straws.**

**Revisit in 2020 – pending state legislative decision 2019**

**3. Support local community business endeavors that seek to recycle plastic.**

**Q1 2020 – to review options and opportunities**