



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

## City of Florence Council Regular Session

Videoconference &  
Florence City Hall  
250 Hwy 101  
Florence, OR 97439  
541-997-3437  
[www.ci.florence.or.us](http://www.ci.florence.or.us)

- Meeting materials including information on each agenda item are published at least 24 hours prior to the meeting, and can be found of the City of Florence website at [www.ci.florence.or.us/council](http://www.ci.florence.or.us/council).
- Items distributed during the meeting, meeting minutes, and a link to the meeting video are posted to the City's website at [www.ci.florence.or.us/council](http://www.ci.florence.or.us/council) as soon as practicable after the meeting.
- To be notified of City Council meetings via email, please visit the City's website at <http://www.ci.florence.or.us/newsletter/subscriptions>.

June 7, 2021

## AGENDA

5:30 p.m.

Councilors:

Joe Henry, Mayor

Woody Woodbury, Council President  
Bill Meyer, Councilor

Sally Wantz, Council Vice-President  
Maggie Wisniewski, Councilor

With 48 hour prior notice, an interpreter and/or TTY: 541-997-3437, can be provided for the hearing impaired.  
Meeting is wheelchair accessible.

Proceedings will be shown live and for rebroadcast on Cable Channel 191 and online at  
[www.ci.florence.or.us/citymanager/public-meetings-live](http://www.ci.florence.or.us/citymanager/public-meetings-live) and will be available after the meeting on the City's Vimeo Site.

### COVID-19 UPDATE

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference. Members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link <https://attendee.gotowebinar.com/register/4982438456044468240>.

Meetings are also shown live on Cable Channel 191 and online at  
<https://www.ci.florence.or.us/citymanager/public-meetings-live>.

**In person attendance is not allowed at City Council meetings.**

Citizens wishing to express their views may submit comments in writing or verbally. For more information, please see the end of this agenda or visit the City of Florence website at  
[www.ci.florence.or.us/council/request-address-city-council-speakers-card](http://www.ci.florence.or.us/council/request-address-city-council-speakers-card).

### CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

#### PRESENTATIONS & ANNOUNCEMENTS

- Florence Area Chamber of Commerce Annual Report

#### 1. PUBLIC COMMENTS

This is an opportunity for members of the public to bring to the Council's attention any item not otherwise listed on the agenda. *Please see the end of this agenda for methods to provide comments on items that are not on the agenda.*

#### PUBLIC HEARING & ACTION ITEMS

*Please see the end of this agenda for methods to provide comments on hearing items.*

#### 2. 20<sup>th</sup> STREET PEDESTRIAN WAY VACATION

##### A. PUBLIC HEARING ON ANNEXATION AND ZONE ASSIGNMENT

Hear and consider written and oral testimony regarding the request to vacate the 20<sup>th</sup> Street pedestrian right-of-way located between 1499 and 1525 20<sup>th</sup> Street as applied for by Ms. Simone Calfee.

##### B. 20<sup>th</sup> STREET PEDESTRIAN WAY VACATION REQUEST

Consider approval of **Ordinance No. 9, Series 2021**, an ordinance approving the request for the vacation of the 20<sup>th</sup> Street pedestrian way located between Lots 13 and 14 of the Sandpiper subdivision.

Roxanne  
Johnston  
Senior Planner

### 3. STATE REVENUE SHARING

#### A. PUBLIC HEARING ON STATE REVENUE SHARING

Hear and consider written and oral testimony regarding the use of State Revenue Sharing funds.

Anne Baker  
Administrative  
Services Director

#### B. DECLARE ELECTION TO RECEIVE SHARED REVENUES

Consider approval of Resolution No. 17, Series 2021, a resolution declaring the City's election to receive State Shared Revenues.

#### C. CERTIFY ELIGIBILITY TO RECEIVE SHARED REVENUES

Consider approval of Resolution No. 18, Series 2021, a resolution certifying the City's eligibility to receive Shared Revenues.

### 4. CITY OF FLORENCE 2021-2023 BIENNIAL BUDGET

#### A. PUBLIC HEARING ON 2021-2023 BIENNIAL BUDGET

Hear and consider written and oral testimony concerning the 2021-2023 Biennial Budget.

Anne Baker  
Administrative  
Services Director

#### B. 2021-2023 CITY OF FLORENCE BIENNIAL BUDGET ADOPTION

Consider approval of Resolution No. 19, Series 2021, a resolution adopting a biennial budget for the fiscal years beginning July 1, 2021 and July 1, 2022, making appropriations and imposing and categorizing ad valorem taxes.

### ACTION ITEMS

*Please see end of this agenda for methods to provide comments on action items.*

### 5. SYSTEM DEVELOPMENT CHARGE WAIVER AND DEFERRAL PROCESS

Consider approval of Ordinance No. 10, Series 2021, an ordinance amending Florence City Code Title 9, Chapter 1, extending the timeline for waivers and/or deferrals for the collection of certain system development charges in order to encourage development of affordable housing.

Mike Miller  
Public Works  
Director

### CONSENT AGENDA

#### 6. 31<sup>st</sup> STREET CULVERT REPLACEMENT

Consider accepting the proposal from Wildish Construction Co. in the amount of \$98,365 for demolition, installation, road resurfacing, and landscaping to replace the 31<sup>st</sup> Street culvert located east of Munsel Lake Road.

Mike Miller  
Public Works  
Director

#### 7. SAFE ROUTES TO SCHOOL OAK STREET PEDESTRIAN IMPROVEMENTS

Consider accepting the proposal from Cascade Civil Corporation in the amount of \$583,996 for all labor, equipment and materials necessary for the Safe Routes to School improvement project on Oak Street between 21<sup>st</sup> and 34<sup>th</sup> Streets, including the replacement, and in a number of locations, the realignment of curb ramps, at the street intersections.

Mike Miller  
Public Works  
Director

#### 8. AGREEMENTS FOR RECURRING SERVICES

Consider approval of Resolution No. 21, Series 2021, a resolution authorizing the City Manager to execute agreements for services within the City of Florence's adopted 2021-2023 Biennial Budget, including employee benefits and transit, building inspection and social support services.

Anne Baker  
Administrative  
Services Director

**9. COVID-19 PERSONAL PROTECTIVE EQUIPMENT ADMINISTRATIVE COSTS**

Consider ratifying the City Manager's decision to accept a grant from the State of Oregon Business Development Department for an amount up to \$4,000 for reimbursement of costs-incurred to distribute personal protective equipment including location rental and unreimbursed staff costs.

Sarah Moehrke  
*Economic  
Development  
Catalyst*

**10. CASCADE WEST ECONOMIC DEVELOPMENT DISTRICT CAPACITY GRANT**

Consider authorizing staff to apply for a Technical Assistance and Capacity Building Grant from the Cascade West Economic Development District for an amount up to \$10,000 for technical assistance and capacity building related to the City's Economic Development and Recovery efforts.

Sarah Moehrke  
*Economic  
Development  
Catalyst*

**REPORT & DISCUSSION ITEMS**

**11. QUARTERLY FINANCIAL STATEMENTS**

Report on the City of Florence financials for the period ending March 31, 2021.

Anne Baker  
*Admin. Services  
Director*

**12. CITY MANAGER REPORT & DISCUSSION ITEM**

Erin Reynolds  
*City Manager*

**13. CITY COUNCIL REPORTS & DISCUSSION ITEMS**

City Council

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**COUNCIL CALENDAR**

*All meetings are held Virtually via GotoWebinar unless otherwise indicated*

Date	Time	Description
June 21, 2021	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting
July 5, 2021	---	Independence Day Holiday Observed <b>City Offices Closed</b>
	---	City Council Work Session <b>Canceled</b>
	---	City Council Meeting <b>Canceled</b>
July 19, 2021	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting
August 2, 2021	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting
August 16, 2021	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting

## UPDATED PUBLIC MEETINGS PROCEDURES – COVID-19

Given executive orders from Governor Brown concerning COVID-19 and social distancing requirements, the City of Florence has established temporary procedures for public meetings in order to protect our volunteers, public and staff.

### **In person attendance is not allowed at City Council meetings.**

**Expressing Views to the City Council:** Citizens wishing to express their views to the City Council may do so in both written and verbal formats.

1. **Written Testimony:** Citizens wishing to express their views to the City Council are encouraged to submit written testimony in one of the following ways:
  - a. Submit written comments via email to City Recorder at [kelli.weese@ci.florence.or.us](mailto:kelli.weese@ci.florence.or.us);
  - b. Mail written comments to Florence City Hall, Attn: City Council, 250 Hwy 101, Florence, OR 97439
  - c. Drop off written comments to the City of Florence drop box located at Florence City Hall (250 Hwy 101) to the right of the main entrance.
- \*\* Note:** Written comments received at least 2 hours prior to the meeting (June 7, 2021 at 3:30 p.m.) will be distributed to the City Council, posted to the City of Florence website, and made part of the record.
2. **Verbal Testimony:** Citizens wishing to express their views to the City Council may participate in the meeting via GotoWebinar. To do so, please complete a speaker's card online at [www.ci.florence.or.us/council/request-address-city-council-speakers-card](https://www.ci.florence.or.us/council/request-address-city-council-speakers-card) at least 1 hour prior to the meeting (June 7, 2021 at 4:30 p.m.). City staff will then contact the speaker to let them know the process to participate in the meeting.
  - a. **Public Comments on items not on the agenda:** General public comments (on items not on the City Council agenda) will be allowed at each City Council meeting during the public comment agenda item. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all items. In practicality, this means no more than five individuals will be allowed to comment verbally. There is no limit on written public comments.
  - b. **Public Hearing Testimony:** Testimony on public hearing items will be allowed when a public hearing is held. Verbal comments will be allowed on public hearing items after staff has given their report and have allowed time for initial Council questions. In general (with some exceptions for Land Use hearings), comments are limited to five minutes per person with no limit on the number of speakers.
  - c. **Public Comments on Action Items:** Public Comments will be allowed on each action item on the City Council agenda. Verbal comments will be allowed on action items after staff has given their report and have allowed time for initial Council questions. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all comments on each action item. In practicality, this means no more than five (5) individuals will be allowed to comment verbally. There is no limit on written public comments.

**For more information on the City of Florence's Temporary Public Meeting Policies, visit the City of Florence website at <https://www.ci.florence.or.us/em/public-meeting-during-covid-19>.**