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**City of Florence
City Council Regular Session
Florence City Hall
250 Hwy 101, Florence, Oregon
Final Action Minutes
December 13, 2021**

COVID-19 UPDATE

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference and shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>.

Councilors Present: Mayor Joe Henry, Councilors Woody Woodbury,
(Videoconference) Sally Wantz, Bill Meyer and Maggie Wisniewski.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, City Recorder Lindsey White,
(In person and Senior Economic Development Analyst Sarah Moehrke, and
via Videoconference) Human Resources Manager Alex Ferguson.

Guests Present: Siuslaw High School Coaches Kari Blake, Chris Johnson,
(Videoconference) Sam Johnson, and Andy Johnson, High School Principal
Mike Harklerode, and Superintendent Andy Grzeskowiak.

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

Meeting called to order at 5:30 p.m.

Handout: December 13, 2021 City Council Meeting Base Presentation

PRESENTATIONS & ANNOUNCEMENTS

- Proclamation to Recognize the Siuslaw Viking Athletic Success for the Fall 2021 Season
Start Time: 5:31 p.m.
Discussion: Mayor Henry presented the Siuslaw Viking Athletic Success for the Fall 2021 Season Proclamation

- 2021 Planning Commission and Florence Urban Renewal Agency Appointments

Discussion: Mayor Henry named Florence Urban Renewal Agency appointee Graham Ross and Planning Commission appointee Clare Kurth.

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.

Start Time: 5:36 p.m.

Handout: Speaker's Card & Written Comments

Discussion: No discussion

ACTION ITEMS

2. MULTI-UNIT PROPERTY TAX EXEMPTION (MUPTE) PROGRAM

A. ESTABLISHING A MUPTE PROGRAM BY FLORENCE CITY CODE

Second reading and consider approval of **Ordinance No. 22, Series 2021**, an ordinance amending the Florence City Code by adding Chapter 17 to Title 1 regarding the establishment of a MUPTE Program.

Start Time: 5:41 p.m.

Discussion: City Manager Erin Reynolds presented the staff presentation.

Handout: Staff Presentation

Discussion: The City Council discussed...

- Clarification the City is not building public housing.
- No tax increase for citizens.
- Concern about increase on water and sewer systems.

Comments: Councilors Meyer and Wisniewski.

Action: Second reading of Ordinance No. 22, Series 2021

Motion: Councilor Meyer

Second: Councilor Wantz

Roll Call Vote: Councilor Wantz, 'Aye'

Councilor Meyer, 'Aye'

Councilor Woodbury, 'Aye'

Councilor Wisniewski, 'Nay'

Mayor Henry, 'Aye'

Motion passes '4-1'

B. MUPTE PROGRAM STANDARDS AND GUIDELINES BY RESOLUTION ADOPTION

If Ordinance No. 22, Series 2021 is approved, consider **Resolution No. 39, Series 2021**, adopting guidance for the implementation of a MUPTE Program creating Standards and Guidelines and setting the application fee for the first calendar year of the Program.

Start Time: 5:54 p.m.

Discussion: Senior Economic Development Analyst Sarah Moehrke presented the staff presentation.

Handout: Staff Presentation

Discussion: The City Council discussed...

- Clarification on Good Public Benefits.
- Program will facilitate bringing apartments faster for needed housing.

Comments: Councilor Wisniewski and Wantz.

Action: Approve Resolution No. 39, Series 2021.

Motion: Councilor Meyer

Second: Mayor Henry

Roll Call Vote: Councilor Wantz, 'Aye'

Councilor Meyer, 'Aye'

Councilor Woodbury, 'Aye'

Councilor Wisniewski, 'Nay'

Mayor Henry, 'Aye'

Motion passes '4-1'

3. FLORENCE CITY COMMISSIONS AND COMMITTEES SERVICE YEAR TERM ADJUSTMENT

Consider approval of **Ordinance No. 23, Series 2021**, an ordinance amending Florence City Code subsection 2-1-4-E regarding standing committee and commission service years.

Start Time: 6:06 p.m.

Discussion: City Manager Erin Reynolds presented the staff presentation.

Handout: Staff Presentation

Discussion: The City Council discussed...

- Clarification if standing committee members or commissioners didn't want to extend their service period.

Comments: Councilor Wantz

Action: First Reading of Ordinance No. 23, Series 2021
Vote: Unanimous

Action: Second Reading of Ordinance No. 23, Series 2021
Motion: Mayor Henry
Second: Councilor Wantz
Roll Call Vote: Councilor Wisniewski, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wantz, 'Aye'
Councilor Woodbury, 'Aye'
Mayor Henry, 'Aye'
Motion passes '5-0'

4. ECONOMIC DEVELOPMENT AGENCY'S (EDA) TRAVEL, TOURISM, AND OUTDOOR RECREATION FUNDING OPPORTUNITY

Consider approval of Resolution No. 40, Series 2021, a resolution authorizing the submission of an application for the Economic Development Agency's Travel, Tourism, and Outdoor Recreation Funding Opportunity for a yet to be determined amount, but not exceed \$800,000, to expand Old Town's Veterans Memorial Park.

Start Time: 6:16 p.m.

Discussion: Senior Economic Development Analyst Sarah Moehrke presented the staff presentation.

Handout: Staff Presentation

Discussion: The City Council discussed...

- Clarification if restrooms will be ADA compliant period.
- Hindering future development of Lotus property.
- Requiring matching funds for the grant.

Comments: Mayor Henry, Councilors Wisniewski and Woodbury

Action: Approve Resolution No. 40, Series 2021
Motion: Councilor Meyer
Second: Councilor Wisniewski
Roll Call Vote: Councilor Wantz, 'Aye'
Councilor Meyer, 'Aye'
Councilor Woodbury, 'Aye'
Councilor Wisniewski, 'Aye'
Mayor Henry, 'Aye'
Motion passes unanimously

5. CITY MANAGER EVALUATION AND EMPLOYMENT AGREEMENT

Consider approval of the annual evaluation for City Manager Erin Reynolds and consider employment contract amendments.

Start Time: 6:35 p.m.

Handout: Staff Presentation

Discussion: The City Council discussed...

- Overview of the process for the evaluation and the results.
- Appreciation for the work and leadership of CM Reynolds.
- Annual salary review and analysis.

Comments: All Councilors present

Action: Approve the 2021 City Manager Evaluation, including the City Manager Amendments

Motion: Councilor Wantz

Second: Councilor Woodbury

Roll Call Vote: Councilor Wantz, 'Aye'

Councilor Meyer, 'Aye'

Councilor Woodbury, 'Aye'

Councilor Wisniewski, 'Aye'

Mayor Henry, 'Aye'

Motion passes unanimously

CONSENT AGENDA

6. ACCEPT 2021 RECREATION TRAILS PROGRAM GRANT

Consider approval of Resolution No. 41, Series 2021, a resolution to accept the Recreational Trails Program grant in the amount of \$115,000 for construction of the Siuslaw Estuary Trail, Phase 1.

7. ACCEPT ENGINEERING SERVICES PROPOSAL FROM KENNEDY JENKS CONSULTANTS

Consider acceptance of engineering professional services proposal from Kennedy Jenks Consultants of \$325,910 for the UV Disinfection System at the Wastewater Treatment Plant.

8. INFORMATION TECHNOLOGY (IT) SERVICES CONTRACT

Consider acceptance of the proposal as submitted by StepUp IT Services, LLC for a Managed Information Technology (IT Services professional contract in the amount of \$33,319 for the fiscal year ending 2022, and for the amount of \$100,476 per fiscal year thereafter.

9. CITY COUNCIL MEETING MINUTES

Consider approval of the meeting minutes for April 19, 2021 Work Session, April 19, 2021 Regular Session, May 3, 2021 Work Session, May 3, 2021 Regular Session, and July 19, 2021 Regular Session.

Start Time: 6:14 p.m.
Action: Approve the consent agenda as corrected
Motion: Councilor Meyer
Second: Councilor Woodbury
Roll Call Vote: Councilor Wantz, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wisniewski, 'Aye'
Councilor Woodbury, 'Aye'
Mayor Henry, 'Aye'
Motion passes unanimously

REPORT & DISCUSSION ITEMS

10. GENERAL REPORTS

- November Committee, Commission and Volunteer Reports

Start Time: 6:51 p.m.
Discussion: The City Council discussed...

- No discussion

11. CITY MANAGER REPORT AND DISCUSSION ITEM

- Senate Bill 866 Notice: The City of Florence intends to continue the operation of the building inspection program to continue using a third-party provider, Northwest Code Professionals.
- Tree Board Application for Tree City USA Designation Renewal
- Making Spirits Bright Holiday Festivities

Start Time: 6:51 p.m.
Discussion: The City Council discussed...

- Senate Bill 866 Notice: The City of Florence intends to continue the operation of the building inspection program to continue using a third-party provider, Northwest Code Professionals.
- Reapplication to Tree Board for Tree City USA.
- Making Spirits Bright Holiday Festivities.
- Upcoming Community Events and Meetings.
- Upcoming vaccine clinic sponsored by Lane County Public Health and City of Florence.
- Opening of Florence Emergency Cold Weather Shelter on December 14, 2021.

Comments: No discussion

12. CITY COUNCIL REPORTS AND DISCUSSION ITEMS

Start Time: 7:00 p.m.

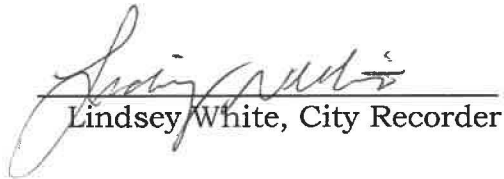
Discussion: The City Council discussed...

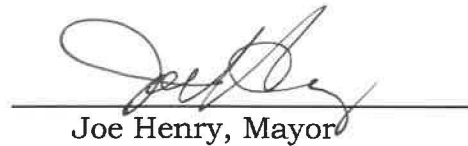
- Attending Tree Lighting ceremony
- Introducing CM Reynolds SEDA Moehrke to Siuslaw School Board for MUPTE presentation
- Appreciation to Public Works for installing art at Justice Center.
- Appreciation to CM Reynolds for highlighting opening of Florence Emergency Cold Weather Shelter.
- Appreciation to PD Wendy FarleyCampbell for participating in Master Recycler's meeting.

Comments: All Councilors present

Meeting adjourned at 7:05 p.m.

ATTEST:


Lindsey White, City Recorder


Joe Henry, Mayor