



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

- 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.
- 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 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>.

January 25, 2021

AGENDA

5:30 p.m.

Councilors:

Joe Henry, Mayor

Woody Woodbury, Council President Sally Wantz, Council Vice-President
Bill Meyer, Councilor Maggie Wisniewski, Councilor

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

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/1886536965799166988>.

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.

1. OATH OF OFFICE

- Councilor Margaret 'Maggie' Wisniewski

Kelli Weese
City Recorder

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

PRESENTATIONS & ANNOUNCEMENTS

- 2021 City Committee / Commission and Florence Urban Renewal Agency Appointments

2. 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.*

ACTION ITEMS

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

3. COVID-19 EMERGENCY DECLARATION

Consider approval of **Resolution No. 2, Series 2021** a resolution declaring a temporary state of emergency within the Boundaries of the City and delegating authority to the City Manager, and repealing Resolution No. 23, Series 2020.

Erin Reynolds
City Manager

4. EMERGENCY COLD WEATHER SHELTER PALLET SHELTER PROGRAM

A. FLORENCE EMERGENCY COLD WEATHER SHELTER EXPENDITURE

Consider approval of the receipt of grant funds from Lane County Health and Human Services and a pass-through expenditure in the amount of \$31,000.

Erin Reynolds
City Manager
And
Anne Baker
Administrative
Services Director

4c B. PALLET SHELTERS SUPPLEMENTAL BUDGET
 Consider approval of **Resolution No. 3, Series 2021**, a Resolution adopting appropriations for pass-through grant funding and expenditure to support the Florence Emergency Cold Weather Shelter (FECWS) Pallet Shelter Program.

Erin Reynolds
City Manager
 And
 Anne Baker
Administrative Services Director

5. UTILITY RELIEF PROGRAM EXTENSION
 Consider approval of **Resolution No. 4, Series 2021** a resolution amending Resolution No. 24, Series 2020, in order to extend the deadline for the City of Florence Utility Relief Program.

Anne Baker
Administrative Services Director

CONSENT AGENDA

6. WASTEWATER TREATMENT PLANT AIR BLOWER AGREEMENT
 Consider approval of **Resolution No. 5, Series 2021**, a resolution authorizing the City of Florence to enter into a single source purchase agreement in the amount of \$49,819 with The Automation Group (TAG) to install, integrate and commission a variable frequency drive unit for the City Wastewater Treatment Plant.

Mike Miller
Public Works Director

7. APPROVAL OF MINUTES
 Consider approval of the January 8, 2021 City Council Special Meeting and the January 11, 2021 City Council Special Meetings.

Kelli Weese
City Recorder

REPORT & DISCUSSION ITEMS

8. GENERAL REPORTS – Council Question & Answer Only – No Presentations
 • December 2020 Committee, Commission & Volunteer Reports

9. CITY MANAGER REPORT & DISCUSSION ITEMS

Erin Reynolds
City Manager

10. CITY COUNCIL REPORTS & DISCUSSION ITEMS

City Council

COUNCIL CALENDAR

All meetings are held at the Florence City Hall (250 Hwy 101, Florence Oregon) unless otherwise indicated

Date	Time	Description
February 1, 2021	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting
February 4, 2021	9:00 a.m.	City Council Special Work Session
February 10, 2021	10:00 a.m.	City Council Special Work Session
February 15, 2021	---	President's Day Holiday <i>City Offices Closed</i>
February 22, 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;
 - 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 (January 25, 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 at least 1 hour prior to the meeting (January 25, 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>.