

February 7, 2022
City Council Meeting

Agenda Item #1
Public Comments
Speaker's Cards & Written Comments Received

Speaker's Cards – Michael Allen

Written Comments - *In order of receipt*

- **Comment 1**– Michael Allen

To: Mayor Henry and Florence City Councilors

Date: February 7, 2022

Subject: A request to partner with Lane County on Climate Change

I'm here this evening to repeat a request that I've made several times in the past, but now with a new sense of urgency.

On Sunday, January 23rd approximately 100 community members gathered in person and virtually at St. Andrews Episcopal Church to hear a panel discussion on the subject - Climate Change, What Can we do? Presenting were two representatives from Lane County responsible for creating a Climate Action Plan - Mark Nystrom, Climate Strategist and Cody Kleinsmith, Climate Resilience Analyst. Three more presenters came from Beyond Toxics - Grace Brahler, Sophia Larabee and Paige Hopkins. Paige is the new coordinator for the Climate Equity and Resilience Task Force of which I'm a member.

Those in attendance learned a lot about the impacts of climate change on Florence and the surrounding area including our forests, river estuary and the ocean. They learned that we need to do a lot more.

I encouraged the attendees to sign the climate petition asking you, the city Council, to take immediate action. Eighteen people added their names to the petition which now totals 681 signatories.

Now my request.

Invite Mark Nystrom and Cody Kleinsmith to a workshop to bring you up to speed on what Lane County is doing to address climate change and to explore how the City of Florence can become a collaborative partner.

I also request you tap into the expertise that can be provided by the folks at Beyond Toxics. We all need to be on the same page when it comes to addressing the climate crisis.

The community wants their city to do what's necessary for the safety, health and well being of all its citizens and those that work, shop and play here.

Thanks for your attention in this most important matter.

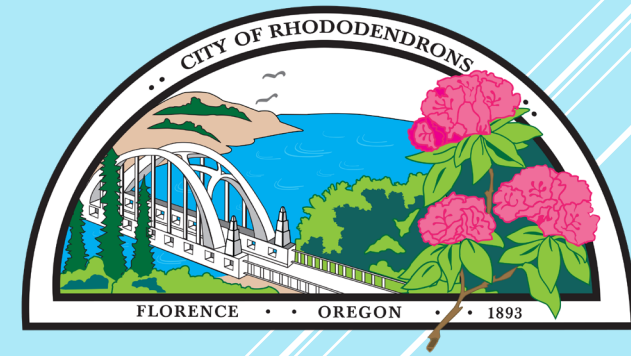
Michael Allen

Florence Climate Emergency Campaign





WELCOME TO THE MEETING OF THE FLORENCE CITY COUNCIL



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Citizens wishing to express their views may provide verbal or written comments.

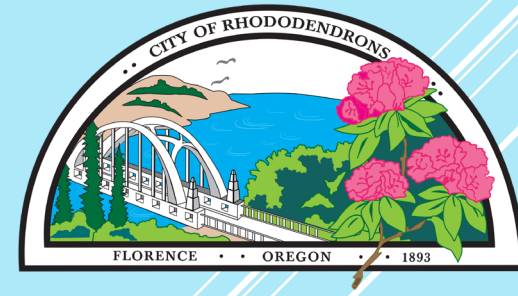
For more information, visit the City of Florence website at www.ci.Florence.or.us/council/request-address-city-council-speakers-card.



City Council Meeting | January 24, 2022

PUBLIC COMMENTS

Comments are allowed in both written and verbal format for public hearing / action items as well as items not on the agenda:



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Written Comments:

- Email to cityrecorder@ci.Florence.or.us
- Mail to Florence City Hall, Attn: City Council, 250 Hwy 101, Florence, OR 97439
- Drop Off at Florence City Hall (250 Hwy 101) drop box
(to the right of the main entrance)

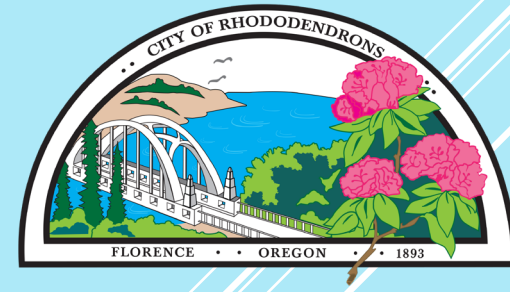
NOTE: Comments must be received at least 2 hours prior to start of meeting.

Comments Distributed: To City Council, Posted to City of Florence Website, and made part of the record. (1 hour prior to meeting)

Verbal Comments:

- Speaker's Card: Commenters must complete a speaker's card available online at www.ci.Florence.or.us/council/request-address-city-council-speakers-card
- NOTE: Cards must be received at least 1 hour prior to meeting start
- Time Limits: General Comments (Not a Public Hearing) are limited to 3 minutes per person, with a maximum of 15 minutes for all items.

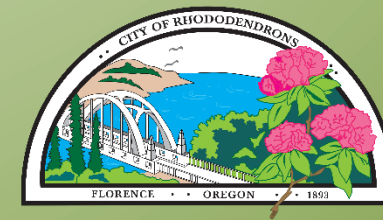
AGENDA ITEM #2



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LOFY PROPERTY ANNEXATION & ZONE ASSIGNMENT

Lofy
Annexation and Zone
Assignment
Ords. # 2 & 3, Series 2022



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Introduction

- **Nov. 9, 2021**–Petitions received
- **Nov 23, 2021**–DLCD Notice made
- **Dec. 22, 2021**– Property Owner notices mailed & 4 public postings
- **Jan. 15 & 19th 2022**– Newspaper notices posted
- **Jan. 11, 2022**– First evidentiary hearing (PC)
- **Feb. 7, 2022** - Final evidentiary hearing (CC)

Annexation Criteria

Oregon Revised Statutes:

222.050, 222.111; 222.120; and 222.170

Oregon Administrative Rules (OAR)

OAR: 660-015-0000, 660-012-0060

Florence Realization 2020 Comprehensive Plan:

- 1: Citizen Involvement, Policy 4
- 2: Land Use, Policy 6
- 14: Urbanization, Policies 1 and 3 through 7

Zone Assignment Criteria

Florence City Code, Title 10:

1: Zoning Regulations, Sections 10-1-1-4; 10-1-1-5; 10-1-1-6-3 & 4, 10-1-2-3 & 10-1-3 & 4

31: Service Industrial District, Section 1

Florence Realization 2020 Comprehensive Plan:

1: Citizen Involvement, Policies 1 & 4

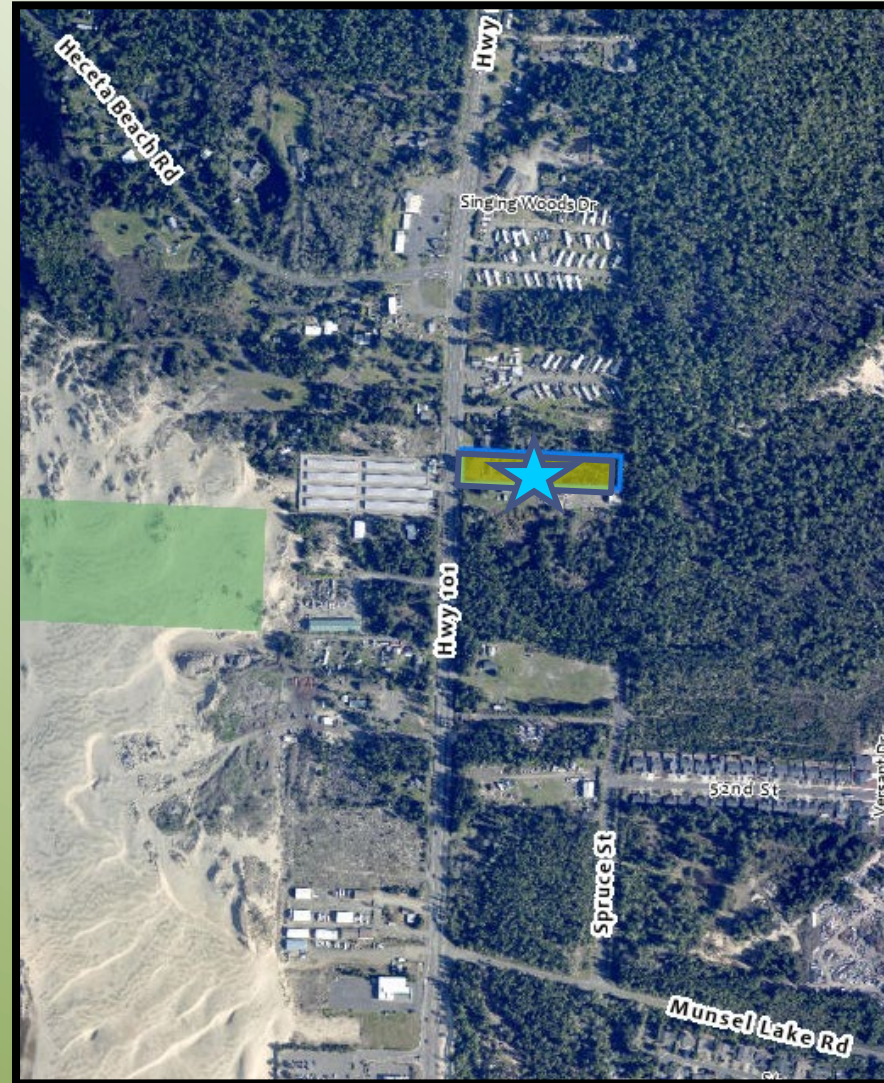
2: Land Use, Policy 1; Industrial Policy 4; and Section on Industrial Plan Designations

12: Transportation, Policy 8

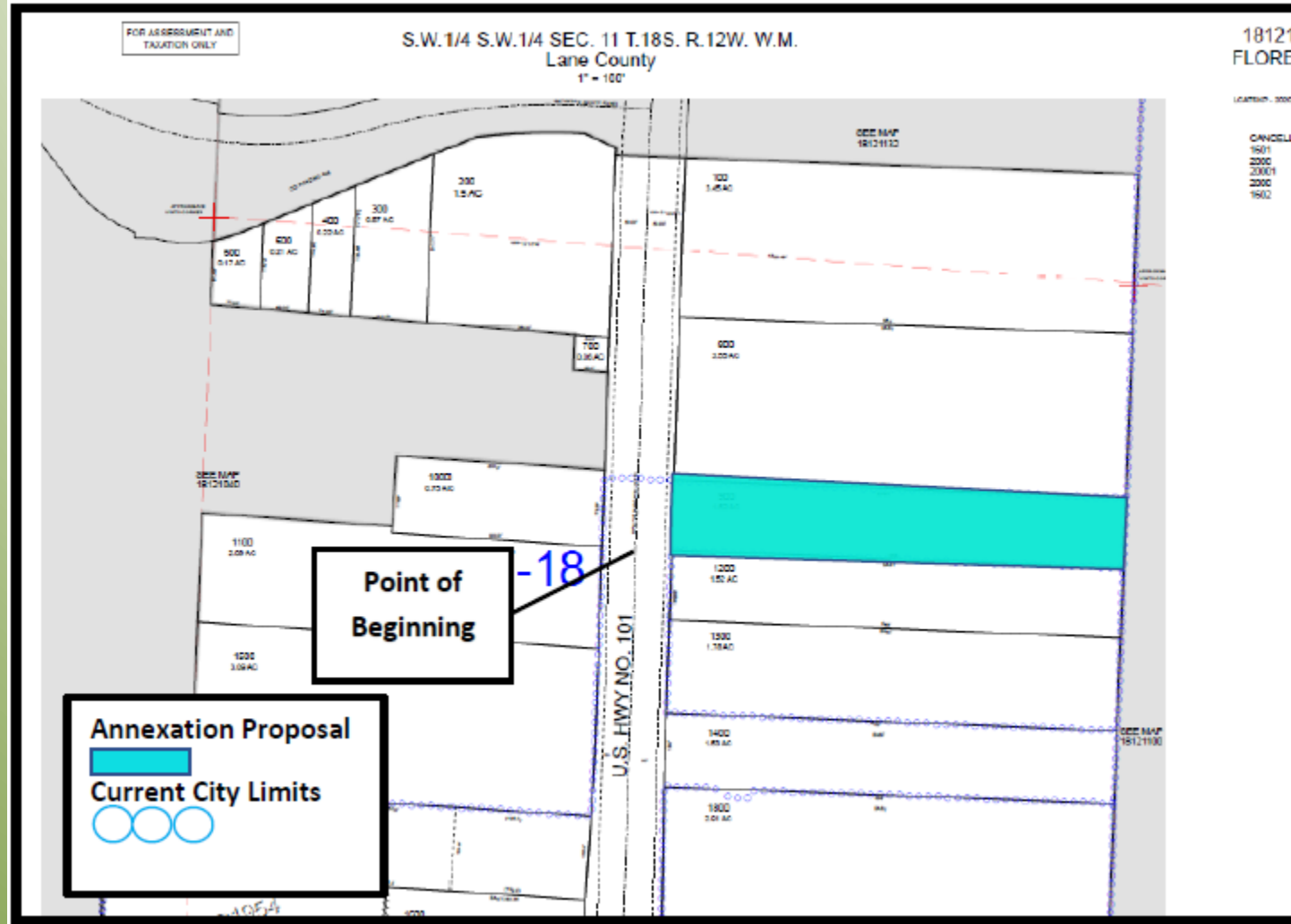
Oregon Land Use Planning Goals:

- Goal 10 Housing: OAR 660-015-0000 (Goal 10)

Aerial of Annexation Area

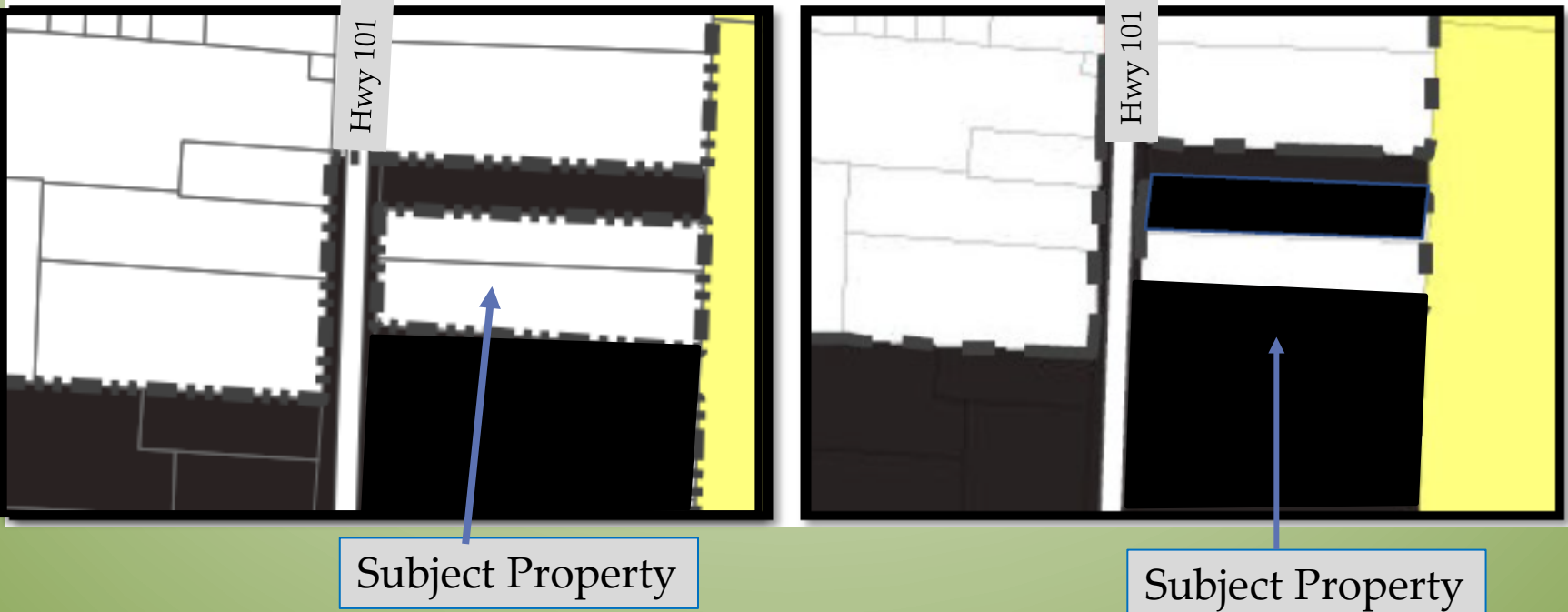


Annexation



Proposed Zoning Assignment

Service Industrial



Public/Referral Comments

- None

Utilities & Access

- Water: Heceta Water
- Sewer: Connect to existing gravity in Hwy 101
- Access: Public & Highway systems, with needed improvements at development (Spruce St.)

Future Service Providers

- Water: Heceta Water w/ possibly City
- Sewer: City
- Fire & Ambulance: SVFR; Western Lane Ambulance
- Police: City

Consents

Double & Triple Majority

Double

- Majority of land owners 100% of ownership = > 50%
- Majority of electors (6) 100% of the electors = > 50%

Triple

- Majority of land owners who:
- Own majority of real property representing a majority of assessed value of the land

Public Interest

FCC 10-1-3-B-4:

- Relates to evidence supporting that annexation/zoning is in the best interest of public.

Annexation

- Full support from Petitioners
- Infill development advantages
- Emergency service continuity

Public Interest

FCC 10-1-3-B-4:

- Relates to evidence supporting that annexation/zoning is in the best interest of public.

Zoning

- Residents can continue to live on property
- Owner can develop property w/uses allowed in SI

Alternatives

1. Continue the public hearing or close the hearing and leave the written record open for 7 days;
2. Approve Ordinance Nos. 3 & 4, Series 2022 as presented or with modifications; or
3. Deny the petition for annexation and zoning assignment through resolution with reasons for the denial; or

Recommendation

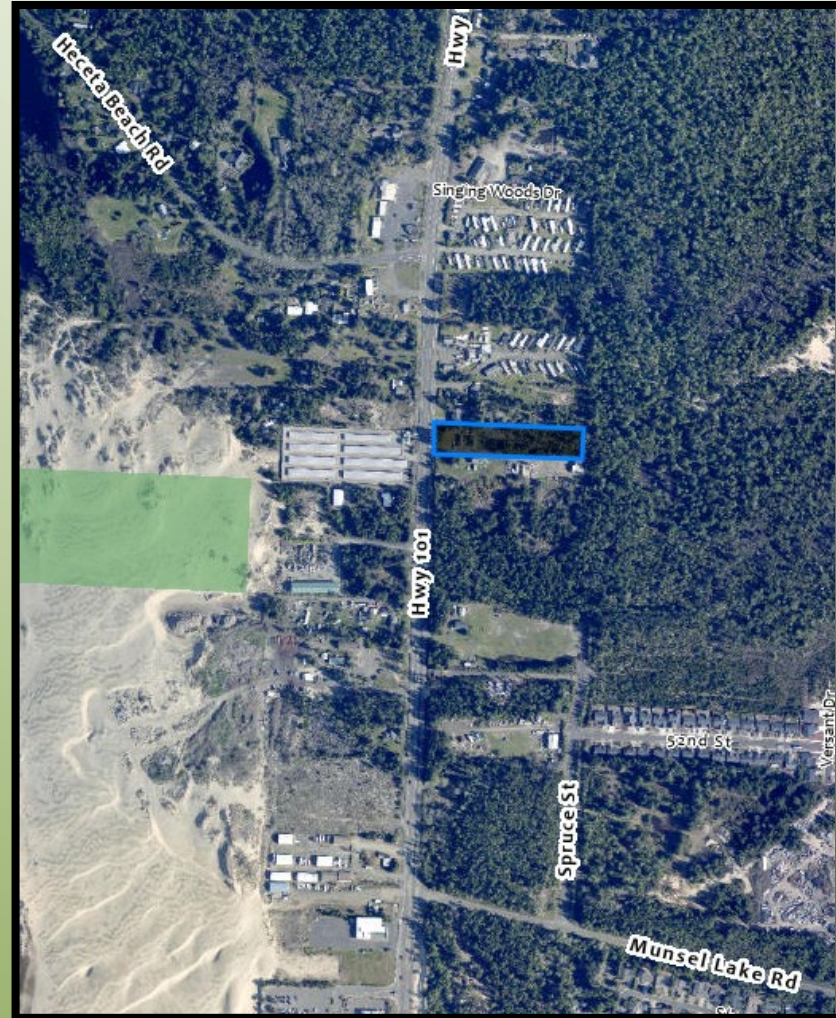
Planning Commission:

#2 – Approve Ordinance Nos. 3 & 4, Series 2022 for the annexation and zoning of the petitioner's property to the City of Florence and the corresponding Service Industrial District.

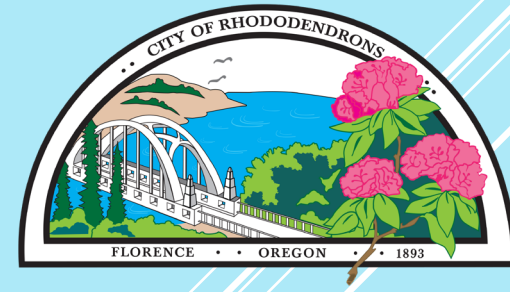
Staff:

Concur with PC Recommendation

Questions?



AGENDA ITEM #3



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SUPPLEMENTAL BUDGET FOR ARPA FUNDS

Supplemental Budget

American Rescue Act Plan (ARPA) Fund

February 7, 2022



ARPA Fund Budget vs. Actual

- Budget 2021 – 2023 Biennium:
 - 2021-22 \$900,000
 - 2022-23 900,000
 - **Total Budgeted \$1,800,000**
- Actual
 - August 2021 \$1,015,750
 - August 2022 1,015,750
 - **Total Received \$2,031,500**
- ***Unappropriated \$231,500***

Action

1. Adopt Resolution No. 3, Series 2022 increasing material and services appropriations in the ARPA Fund as presented by staff
2. Adopt Resolution No. 3, Series 2022 increasing appropriations in the ARPA Fund as amended by Council
3. Do not adopt Resolution No. 3, Series 2022 and provide direction to staff

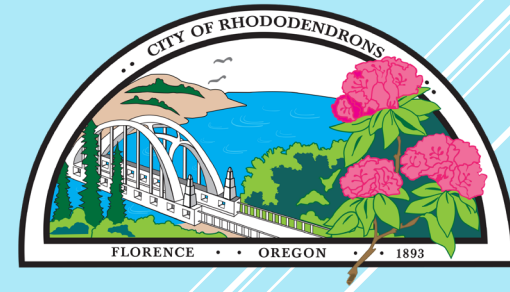
Questions?

Thank you

Recommended Action

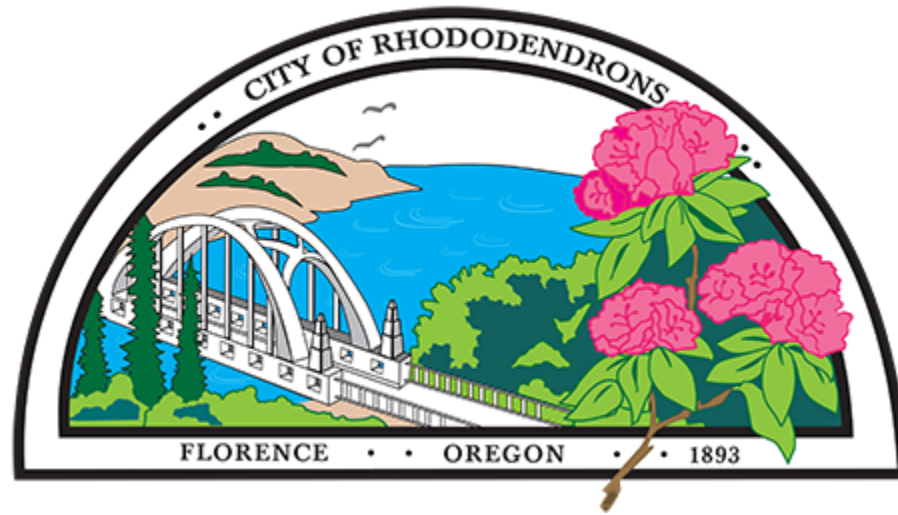
- Adopt Resolution No. 3, Series 2022 increasing appropriations in the ARPA fund by \$231,500.

AGENDA ITEM #4



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STREET NAMING EXEMPTION REQUEST



Stonefield Street Naming Exception Request

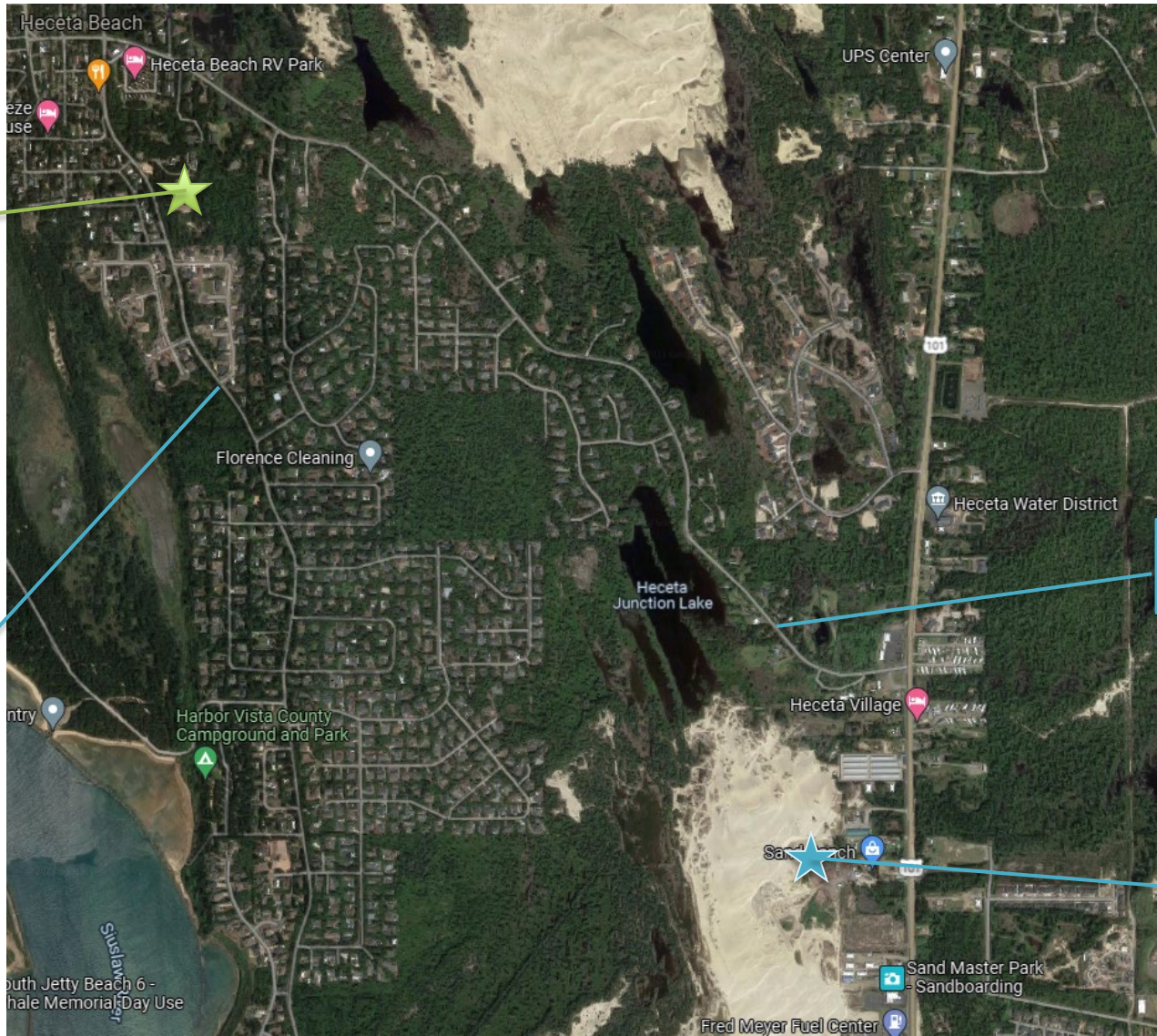
City Council–February 7, 2022

Proposal

- **New East-West Street--Stonefield Court**
 - Numerical inconsistent with area street names
 - North-South: Numerical Avenues
 - East-West: Alphabetic
- **FCC Title 8 Chapter 2 Section 1-1:**
 - North-South: Coastal Theme of Region
 - East-West: Numerical Order

Stonefield
"83rd St."

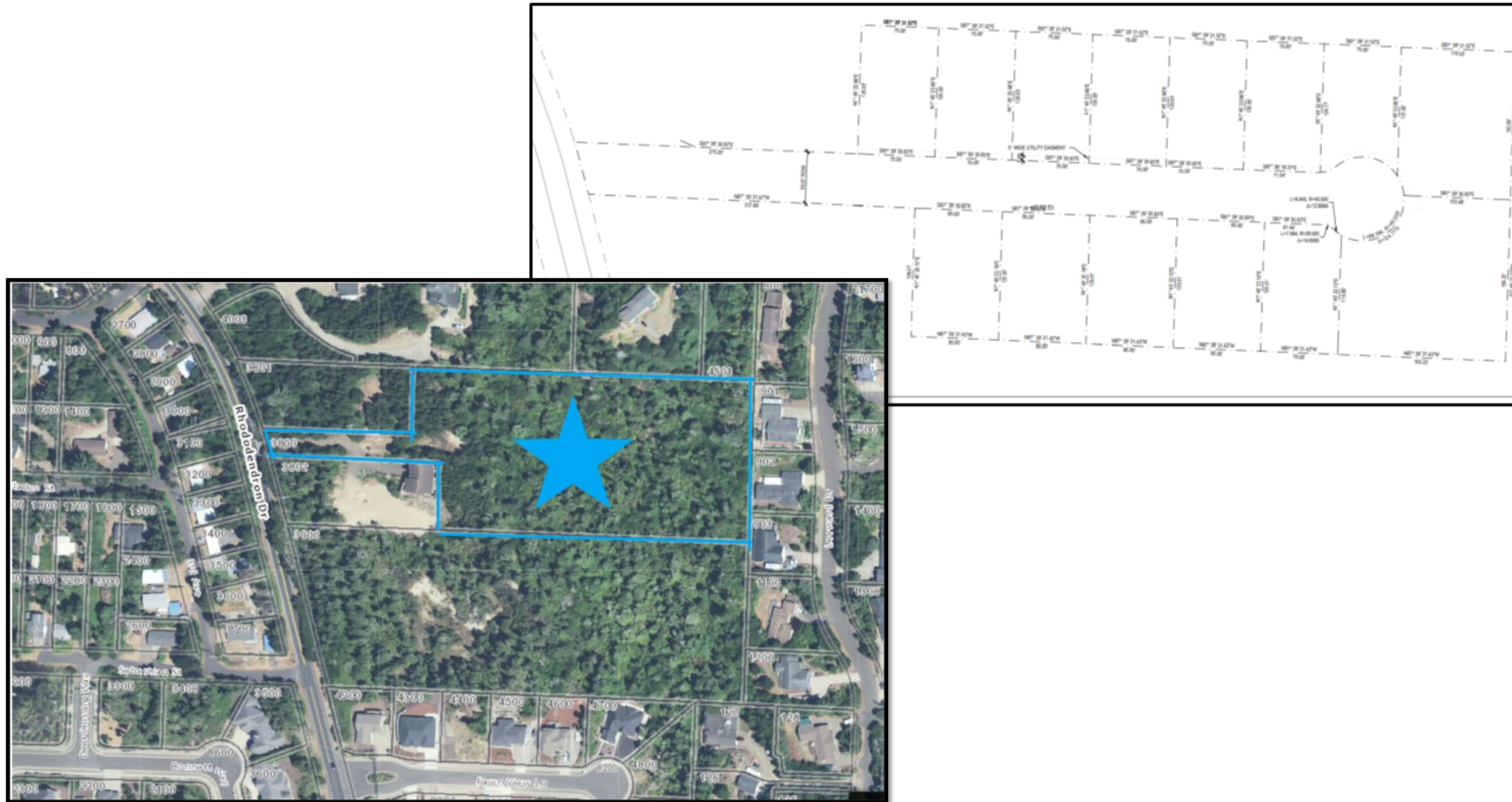
Rhody
Dr.



Heceta
Beach Rd.

53rd St.

Vicinity Map & Plan Proposal





Alternatives

1. Approve Resolution 4, Series 2022 as presented;
2. Modify Resolution 4, Series 2022 and approve, or
3. Deny Resolution 4, Series 2022

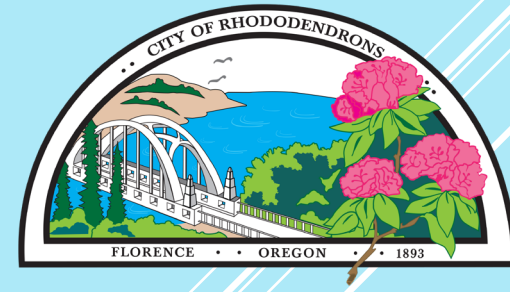
Recommendation

- Option 2:
 - Modify Resolution 4, Series 2022 and approve
 - Relabeling Exhibits A & B changing Res. # 3 to 4

An aerial photograph of a coastal town. In the foreground, a large, ornate bridge with two prominent towers and arches spans across a body of water. To the left, a marina is filled with numerous boats docked at piers. Further back, a residential area with houses and buildings is visible along the waterfront. The background shows a wide expanse of water and distant landmasses under a clear sky. A dark blue semi-transparent rectangle is overlaid on the upper portion of the image, containing the text 'Questions / Comments' in white.

Questions / Comments

AGENDA ITEM #5



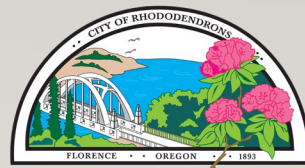
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COUNCIL FILLING VACANCY PROCESS

CITY COUNCIL VACANCY FILLING PROCESS

Review and consider the application and appointment process and related timeline for filling the vacant City Councilor position

February 7, 2022
City Council Regular Meeting



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COUNCIL DECISION POINTS FOR THE VACANT POSITION

- Application Process & Timeline
- Selection Process & Timeline
- Interview Questions and Structure
- Review Staff Recommendation: Created in coordination with other municipalities and our legal counsel:
 - Many steps not legally mandatory per City Charter - recommended to the City and Council in making a good, credible, and defensible decision
 - Any and all of the recommendations are up for discussion and potential changes



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CITY CHARTER

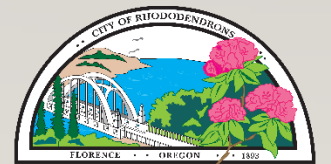
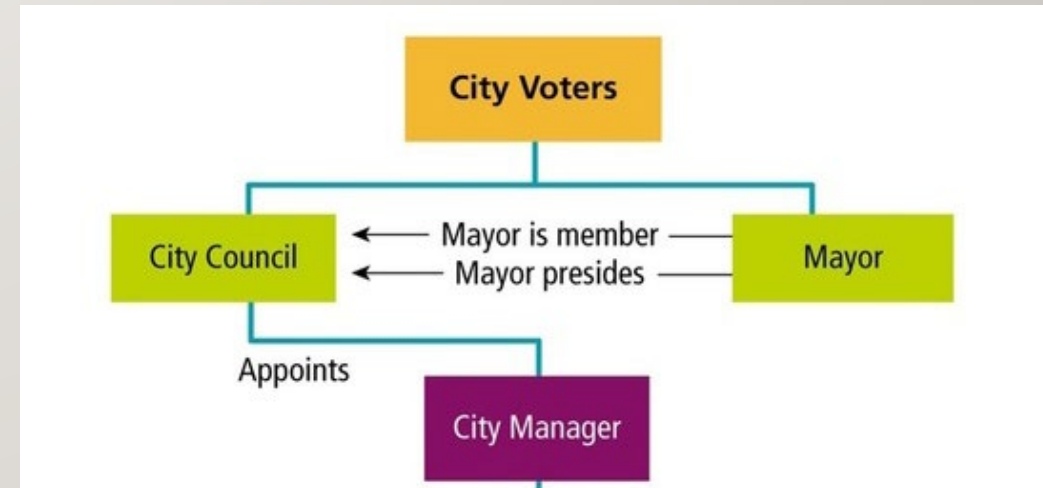
- Section 28 of Florence City Charter....
 - Vacancies on the Council are filled by appointment of the remaining Council members (Majority Vote)
 - In this case – the new appointee would fulfill the remainder of the vacated term December 31, 2022
 - This position is up for election this year in the General Election – November 8, 2022
 - Two qualifications:
 - Be a qualified elector
 - Lived in the City Limits for at least one year before the General Election date



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WHAT TO KNOW BEFORE APPLYING

- Florence operates under a Council – Manager form of government
- Required time commitment
 - Two regular City Council Meeting (1st & 3rd Mon.)
 - Two Work Sessions each month
 - Executive Sessions as needed

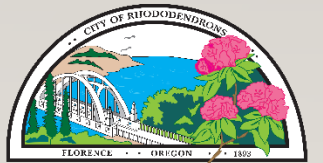


WHAT TO KNOW BEFORE APPLYING



City Council Job Description: The Governing Body of the City

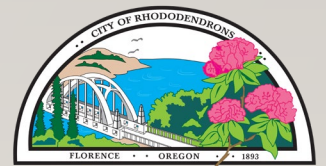
- Responsible for passing of...
 - laws,
 - fees,
 - policies,
 - budget
- ▶ Establishes Overall Vision for Organization
- ▶ Responsible for the appointment & supervision of the City Manager and Municipal Court Judge Positions



RECOMMENDED PROCESS STEPS WITH TIMELINE



1. Open Application Period – February 10th
 - Application will be available online, at City Hall, and media notices sent
2. Review Candidates & Perform Interviews:
 - Application Deadline (February 23rd)
 - Council reviews submitted applications (February 25th – 28th)
 - If needed, hold work session on February 28th IF four or more applications received
 - Interviews the applicants at special meetings (Invite week of March 1st with interviews to be held March 7th)
3. Deliberation, Vote & Appointment:
 - Council deliberation, vote and action at a Council meeting (March 7th or at Special Meeting)
 - Choose date for special meeting(s) (to be scheduled)
4. New Councilor's First Meeting & Oath of Office:
 - Oath of Office at a Council Meeting (March 21st)
 - New Councilor receives orientation & begins at future Council meeting



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STEP ONE: APPLICATION PERIOD

- Application Period Open (Recommended approximately 2 weeks)
 - Ensure distribution of information through local media channels
 - Allows applicants time to make a decision whether or not to apply and to submit application
- Public Communication
 - Public Service Announcements to local media
 - City Website
 - Social Media



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STEP ONE: APPLICATION PERIOD

- Applications submitted to City Recorder
 - Will coordinate with applicant to determine interview time (if applicable)
 - Will compile applications received and submit to Council after completion of recruitment period
- Finalize Application – for discussion at work session
 - Information for potential applicants,
 - Requirements for the position,
 - Application with basic information, and
 - Proposed supplemental questions



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STEP TWO: REVIEW CANDIDATES & PERFORM INTERVIEWS

- Applicants apply and submit application to the City Recorder
- City Staff will submit applications to Council for their review
 - If three or less eligible candidates, interview all
 - If four or more eligible candidates, hold special meeting for City Council to discuss and determine who to interview
- Council Reviews Applications & Performs Interviews
 - Direct Staff to schedule interviews – these interviews are a public meeting
 - Determine questions to be asked
 - Potential Interview Process
 - 6 questions – 4 to 5 minutes per question. Approximate interview time 30 minutes.
 - More / Less time can be allocated based on Council's determination.
 - How much time does the Council wish to talk with applicants prior to decision?
 - Determine who asks what questions (see recommended questions on next slide)



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STEP TWO: REVIEW CANDIDATES & PERFORM INTERVIEWS

Interview Questions

1. What unique skills, experience or qualifications could you bring to the City Council position?
2. What do you perceive to be the current challenges and opportunities facing Florence?
3. Please tell us about your involvement in community or civic activities.
4. What do you believe to be the top concerns of the business community and what role does local government participate in that?
5. What are your ideas for improving the livability for the citizens of Florence?
6. How do you give back to the community?
7. If selected, what will you add to the existing council?
8. Do you have any comments you would like to mention or do you have any questions of us?

STEP THREE: DELIBERATION, VOTE & APPOINTMENT

After Review of Applicants and Interviews:

- During a City Council meeting, Council would deliberate & vote on appointment:
 - Paper ballots – allow Council opportunity to vote in fair & impartial manner
 - Votes made on paper ballot by Council and are then read by City Recorder
 - Tie Votes: Council may...
 - Continue to deliberate & vote again via paper ballot
 - Elect to perform follow up interviews with candidates

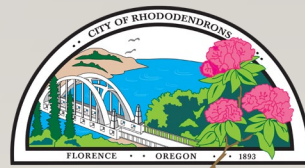


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STEP FOUR: NEW COUNCILORS FIRST MEETING & OATH OF OFFICE

After Vote on Appointment:

- New Councilor Orientation by Staff & Mayor
- Oath of Office & First Meeting



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POTENTIAL TIMELINE

	Recommended
Determine Application, Interview & Appointment Process	February 7 th City Council Meeting
Applications Open and Public Communication Begins	February 10 th
Review Applications (Suggested deadline to apply February 23 rd)	February 25 th to 28 th **If necessary hold Special Meeting February 28 th to determine who will be interviewed**
Perform Interviews	Special Meeting - to be determined (TBD) Suggested date: March 7 th
Deliberation, Vote & Appointment	City Council Meeting March 7 th (or TBD)
New Councilor's First Meeting	City Council Meeting March 21 st (or TBD)



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COUNCIL DECISION POINTS:

Discuss, make changes & approve application process and timeline, including:

1. Application Process & Timeline
2. Interview Questions & Content
3. Set dates



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Florence City Council Calendar - 2022

February

M	Tu	W	Th	F	Sa/Su
	1	2	3	4	5 & 6
7 Council Work Session - <i>Tentative</i> Council Meeting	8	9	10 Open Application & Public Comm. Public Comm.	11	12 & 13
14	15	16	17	18	19 & 20
21 President's Day Holiday Council Work Session - Cancelled Council Meeting - Cancelled	22	23 Application Deadline	24	25 Compile and send to City Council for review	26 & 27
28 IF needed... Special Meeting to review applications Council Meeting					

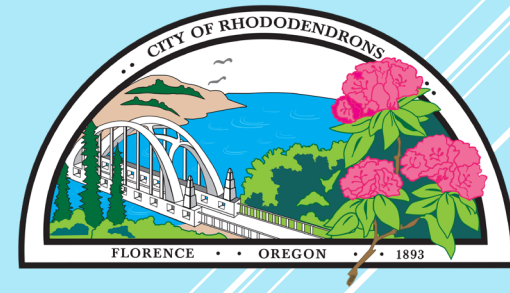
March

M	Tu	W	Th	F	Sa/Su
	1	2	3	4	5 & 6
7 Interviews Council Meeting Discuss, Deliberate, Appoint new Councilor	8	9	10	11	12 & 13
14	15	16 City Management Spring Conference	17	18	19 & 20
21 New Councilor's First meeting - Oath of Office Council Meeting	22	Spring Break			26 & 27
28	29	30	31		

April

4 Council Meeting	5	6	7	8	9 & 10
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AGENDA ITEM #6



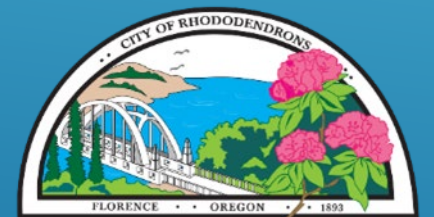
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PUBLIC WORKS PURCHASE OF TWO NEW 2023 FORD MAVERICK VEHICLES

PURCHASE APPROVAL FOR TWO (2) FORD MAVERICK GAS ELECTRIC PICKUPS

FLORENCE PUBLIC WORKS

MIKE MILLER, DIRECTOR



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27 YEARS OF SERVICE

Purchased in 1995

20-year service life

Reliability dips with age





4 door crew cab

Gas Electric Hybrid

42 MPG City / 33 Hwy / 37 combined

1500 pound payload

4,000 pound towing capacity



MAVERICK HYBRID CREW CAB QUOTES

<u>Supplier Name</u>	<u>Amount</u>
Johnston Motors	\$23,265
Sourcewell	\$23,675



RELEVANCE TO ADOPTED CITY WORK PLAN



City Service Delivery - efficient and cost-effective city services by maintaining and enhancing infrastructure as feasible.

Livability & Quality of Life – being responsive to our community's needs with efficient, effective and sustainable service delivery.

Financial & Organizational Sustainability – purchasing equipment that supports current and future needs.

ALTERNATIVES

Authorize

Purchase two (2) new Ford Maverick Gas/Electric Hybrid Crew Cab pickups

Reject

Do not authorize the purchase of the pickups

Request Formal Bids



RECOMMENDATION

Staff recommends that the City Council authorize the purchase two (2) Ford Maverick Gas/Electric Hybrid Crew Cab Pickups

Questions and Comments

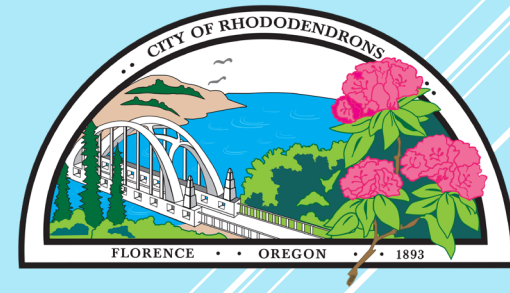


Mike Miller, Director
City of Florence
Public Works



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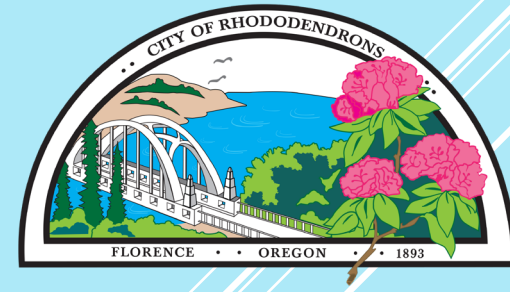
AGENDA ITEM #7



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GENERAL REPORTS

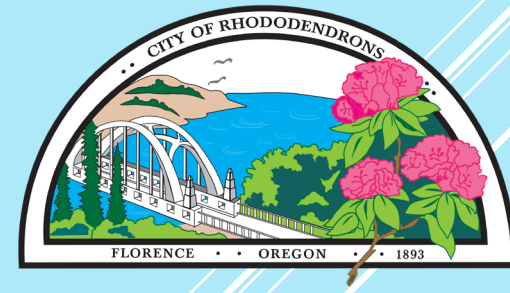
AGENDA ITEM #8



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CITY MANAGER REPORT & DISCUSSION ITEM

AGENDA ITEM #9



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CITY COUNCIL REPORTS & DISCUSSION ITEMS