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**City of Florence  
City Council Regular Session  
Florence City Hall  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
May 15, 2023**

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Councilors Present: Mayor Ward, Councilors Sally Wantz, Bill Meyer, Jo Beaudreau, and Robert Carp.

Councilors Absent: None.

Staff Present: City Manager Erin Reynolds, Assistant City Manager Megan Messmer, Administrative Services Director Anne Baker, Economic Development and Communications Analyst Chantelle Meyer, Public Works Director Mike Miller, Police Chief John Pitcher, Finance Manager Lezlea Purcell, and Management Analyst Peighton Allen.

Guests Present: None

Handout: 5.15.23 City Council Meeting Base Presentation

**CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE**

Meeting called to order at 5:31 p.m.

**PRESENTATIONS & ANNOUNCEMENTS**

- 2023 Safe Boating Week Proclamation
- 2023 National Public Works Proclamation
- 2023 National Drinking Water Proclamation
- 2023 National Police Week Proclamation
- Employee Recognition
  - Sergeant Brandon Bailey
- FURA and Committee Appointments Announcement
- 2023 Economic Development Report given by Economic Development/Communication Analyst Chantelle Meyer

Start Time: 5:32 p.m.  
Discussion: Mayor Ward presented...

- 2023 Safe Boating Week Proclamation
- 2023 National Public Works Proclamation
- 2023 National Drinking Water Proclamation
- 2023 National Police Week Proclamation

Start Time: 5:49 p.m.  
Discussion: Police Chief Pitcher recognized Sergeant Brandon Bailey's promotion to Sergeant.

Start Time: 5:51 p.m.  
Discussion: Mayor Ward appointed...

- Florence Urban Renewal Agency – Susy Lacer
- Public Arts Committee – Christine Ory, Marney Reed, Dianna Allison, and Alan Huck
- Environmental Management Advisory Committee – Anika Miller, Erick Oshel, Ivy Medow, and Susan Fenton
- Transportation Committee – Chris Handley

Start Time: 5:53 p.m.  
Discussion: ECCA Meyer presented the 2023 Economic Development 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.

Start Time: 6:07 p.m.  
Commenter 1: Mr. Michael Allen - Florence, OR  
Handout: Speaker's Card and Written Comments  
Discussion: Mr. Allen discussed...

- City of Gresham is working to adopt a Climate Action Plan and what we can learn from the experience.

## ACTION ITEMS

### 2. SYSTEM DEVELOPMENT CHARGES (SDC) DISCOUNT & DEFERRAL EXTENSION

Consider approval of **Ordinance No. 5, Series, 2023**, an Ordinance amending the City of Florence City Code Title 9, Chapter 1 related to System Development Charges to continue to make available a process for waiving and deferring the

collection of certain system development charges to encourage development of affordable housing.

Start Time: 6:10 p.m.  
Discussion: PWD Miller presented the staff presentation.  
Handouts: Staff Presentation  
Discussion: The City Council discussed...

- Extending deferral process annually.
- Losing revenue permanently.
- Assuming exemption is available when calculating City budget.
- Marketing deferral program to encourage building.

Comments: Mayor Ward and Councilors Carp, Wantz, and Beaudreau

Action: Approve first reading of Ordinance No. 9, Series 2023.  
Motion: Councilor Meyer  
Second: Councilor Wantz

Roll Call Vote: Councilor Carp, 'Aye'  
Councilor Beaudreau, 'Aye'  
Councilor Meyer, 'Aye'  
Councilor Wantz, 'Aye'  
Mayor Ward, 'Aye'  
Motion passes 'Unanimously'

Action: Adopt Ordinance No. 9, Series 2023.  
Motion: Councilor Beaudreau  
Second: Councilor Meyer

Roll Call Vote: Councilor Carp, 'Aye'  
Councilor Beaudreau, 'Aye'  
Councilor Meyer, 'Aye'  
Councilor Wantz, 'Aye'  
Mayor Ward, 'Aye'  
Motion passes 'Unanimously'

### 3. **SOLID WASTE RATE ADJUSTMENT**

Consider approval of **Resolution No. 13, Series 2023**, a resolution governing rates for solid waste services and repealing Resolution No. 18, Series 2023.

Start Time: 6:36 p.m.  
Discussion: CD Director FarleyCampbell presented the staff presentation.  
Handouts: Staff Presentation  
Discussion: The City Council discussed...

- Defining EOW (every other week) on collection rates.
- Impact of not increasing rates.
- Clarifying fee schedule as annual versus fiscal year.

Comments: Councilor Wantz, Carp, and Beaudreau

Action: Approve Resolution No. 13, Series 2023 with revised attachment 3.

Motion: Councilor Meyer

Second: Councilor Beaudreau

Roll Call Vote: Councilor Carp, 'Aye'  
 Councilor Beaudreau, 'Aye'  
 Councilor Meyer, 'Aye'  
 Councilor Wantz, 'Aye'  
 Mayor Ward, 'Aye'  
 Motion passes 'Unanimously'

#### **CONSENT AGENDA**

#### **4. CORK & BOTTLE SHOPPE LIQUOR LICENSE**

Consider recommendation of approval to the Oregon Liquor Control Commission (OLCC) for a liquor license for Cork & Bottle Shoppe located at 1730 Highway 126.

Start Time: 6:52 p.m.

Discussion: Staff discussed...  
 • Clarifying location is the same with a change of ownership.

Comments: FM Purcell

Action: Approve the consent agenda as presented.

Motion: Councilor Meyer

Second: Councilor Wantz

Roll Call: Councilor Carp, 'Aye'  
 Councilor Beaudreau, 'Aye'  
 Councilor Meyer, 'Aye'  
 Councilor Wantz, 'Aye'  
 Mayor Ward, 'Aye'  
 Motion passes 'unanimously'

#### **REPORT & DISCUSSION ITEMS**

**5. GENERAL REPORTS**

- April Committee, Commission and Volunteer Reports.

Start Time: 6:57 p.m.

Discussion: The City Council discussed...

- Appreciating all volunteers.

Comments: All Councilors Present

**6. DEPARTMENT DIRECTOR UPDATES**

Start Time: 6:58 p.m.

Discussion: The Department Directors discussed...

- Recent Active Threat training and assisting with recent event in Mapleton.
- Planning for change of banking services with Banner Bank.
- Looking at implementing online business license applications and business owners' ability to track application process online.
- Installation of more than 140 flowers baskets in Old Town and along ReVision Florence corridor up from 120 baskets in years past.
- Public Works preparing for upcoming Rhody Week.
- New playground equipment shipping next week, removal of existing equipment week of June 19<sup>th</sup>, and installation of new equipment week of June 26<sup>th</sup> at Miller Park.
- Installing cameras at Miller Park.
- Actively seeking summer help positions for parks.
- Upcoming event 'Circus on Ice' (synthetic ice) at Florence Events Center
- Upcoming events at Florence Events Center.

Comments: Police Chief Pitcher, ASD Baker, PWD Miller, and ACM Messmer.

Comments: All Councilors present

**7. CITY MANAGER REPORT & DISCUSSION ITEMS**

Start Time: 7:10 p.m.

Discussion: The City Council discussed...

- Upcoming City Meetings and Events.
- Hosting League of Oregon Small Cities conference at Florence Events Center on May 17<sup>th</sup>.
- Upcoming street closures for Rhododendron Festival week-end.

- Planning upcoming summer events.
- Ivy Medow stepping down from Transportation Committee in order to join EMAC.

Comments: All Councilors present

## 8. CITY COUNCIL REPORT & DISCUSSION ITEMS

Start Time: 7:17 p.m.

Discussion: The City Council discussed...

- Councilor representative with Siuslaw Vision.
- Upcoming Rhododendron Festival events in Old Town.
- Upcoming meetings with St. Vincent de Paul Housing Rehabilitation program.
- Taking advantage of 'No Mow May.'
- Presenting crown to 'King of the Coast' for Rhododendron Festival coronation.
- Participating in upcoming Rhododendron Festival activities.

Comments: All Councilors present

Meeting adjourned at 7:25 p.m.

**ATTEST:**

  
 Rob Ward, Mayor

  
 Lindsey White, City Recorder