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**City of Florence
City Council Regular Session
Florence City Hall
250 Hwy 101, Florence, Oregon
Final Action Minutes
September 25, 2023**

Councilors Present: Mayor Ward, Councilors Sally Wantz, Bill Meyer, Jo Beaudreau, and Robert Carp.
(In person and via videoconference)

Councilors Absent: None.

Staff Present: City Manager Erin Reynolds, City Recorder Lindsey White, Assistant City Manager Megan Messmer, Public Works Director Mike Miller, Community Development Director Wendy FarleyCampbell, Administrative Services Director Anne Baker, Police Chief John Pitcher, and Economic Development and Communications Analyst Chantelle Meyer.
(In person)

Guests Present: Siuslaw Outreach Services (SOS) Director Bob Teter, Oregon Department of Transportation Representative Michael Duncan, and Kittelson & Associates, Inc. Representatives Russ Doubleday and Matt Bell.
(In person)

Handout: 9.25.23 City Council Meeting Base Presentation

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

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

PRESENTATIONS & ANNOUNCEMENTS

- Lieutenant Promotion Announcement
- Domestic Violence Awareness Month Proclamation

Start Time: 5:33 p.m.

Discussion: Police Chief Pitcher announced promotion of Len Larson to Lieutenant.

Start Time: 5:35 p.m.

Discussion: ACM Messmer introduced new employee RARE Member Emily Embleton.

Start Time: 5:36 p.m.

Discussion: Mayor Ward presented...

- o Domestic Violence Awareness Month Proclamation

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: 5:43 p.m.

Commenter 1: Mr. Michael Allen – Florence, OR

Handout: Speaker's Card and Written Comments

Discussion: Mr. Allen discussed...

- Thanking Siuslaw News for covering four years of climate strikes.
- Requesting information regarding Lane County collaboration in pursuit of federal funds for major resilience projects.

Start Time: 5:50 p.m.

Commenter 1: Ms. Kate McClellan – Florence, OR

Handout: Speaker's Card and Written Comments

Discussion: Ms. McClellan discussed...

- Sharing a vision of family friendly living in Florence.

PUBLIC HEARING ITEMS

2. TRANSPORTATION SYSTEM PLAN (TSP) UPDATE AND IMPLEMENTATION

Consider adopting the updated TSP document, making amendments to the Florence City Code, and making amendments to the Florence Comprehensive Plan.

A. PUBLIC HEARING FOR ORDINANCE NO. 7, SERIES 2023

- o Staff presentation
- o Public Testimony: Hear and consider written and oral testimony regarding the proposed Transportation Systems Plan (TSP) update
- o Council question and discussion
- o Consideration of closing the public hearing and the possibility of keeping the written record open for a certain amount of time

Start Time: 5:53 p.m.

Process Reading: CR White read the Public Hearing Script and officiated the procedures.

Handouts: Public Hearing Script

Declarations: No City Councilor declared a conflict of interest or bias.

Public Challenges: No public challenges were received.

Public Hearing: Opened at 5:54 p.m.

Start Time: 5:54 p.m.

Discussion: CD Director FarleyCampbell presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- No discussion.

Discussion: Kittelson & Associates, Inc. Representatives Doubleday and Bell continued presenting the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- No discussion.

Discussion: CD Director FarleyCampbell continued presenting the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Defining covered parking.
- Confirming that minimum parking is 9' x 19' and minimum driveway is 12'.
- Understanding location of multiuse path running from Boardwalk area to Munsel Creek area.
- Appreciating the time and energy of all participants providing information.
- Looking forward to the next ten years and seeing results of this plan.
- Providing information for recommended route to the Boardwalk upon completion of Estuary Trail, Phase 1.
- TSP is a 20-year projected plan; funding source of \$18.885 million coming from?
- Proposing addition of grant writer to City staff.

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

Discussion: Staff discussed...

- Covered parking can be a carport or a garage.

- Path is a concept; navigating through Port property (former location of dredged pile), stay in the upland area of the estuary, and tie into Quince Street or the estuary trail that is being developed.
- Over the years, discussions have been made with Port management and Port officials regarding the estuary plan.
- Amount of funds being based on historical funding levels and forecasting out to 20 years.
- Addressing funding from staff perspective; there is an Implementation Plan within the TSP Plan addressing potential funding sources.
- State gas tax historically has been shared with communities.

Comments: CDD FarleyCampbell, PWD Miller, CM Reynolds, and ODOT Representative Duncan.

Public Testimony: No Public comments were received.

Action: Close Public Hearing for Ordinance No. 7, Series 2023.
 Motion: Councilor Carp
 Second: Councilor Beaudreau
 Motion passes 'Unanimously'

Public Hearing: Closed 6:59 p.m.

B. TRANSPORTATION SYSTEM PLAN ADOPTION AND IMPLEMENTATION

Consider approval of **Ordinance No. 7, Series 2023**, an ordinance adopting legislative amendments to the Florence Realization 2020 Comprehensive Plan, Florence City Code Title 10, and adopting and implementing the City of Florence 2023 Transportation System Plan.

Start Time: 6:59 p.m.

Discussion: Staff discussed...

- Staff and consultant recommendation is to leave the written record open for 14 days.
- Making final deliberation and decision at the October 16, 2023 City Council meeting.
- Allowing staff time to bring forward the document with all the correct attachments and exhibits.

Comments: CDD FarleyCampbell and CM Reynolds

City Council provided a consensus to set a date concern for reading Ordinance No. 7, Series 2023.

CONSENT AGENDA

3. APPROVAL OF MINUTES

Consider approval of the August 3, 2023 City Council Work Session, August 7, 2023 City Council Regular Session, August 14, 2023 City Council Special Work Session, August 28, 2023 City Council Special Meeting, and September 11, 2023 City Council Regular Session meeting minutes.

Start Time: 7:03 p.m.

Discussion: The City Council discussed...

- Corrections to minutes dated August 28, 2023 as noted on pages 33 and 34 of City Council packet.

Comments: Councilor Carp

Action: Approve the consent agenda as presented with corrections as noted.

Motion: Councilor Wantz

Second: Councilor Mayor Ward

Roll Call: Councilor Meyer, 'Aye'

Councilor Beaudreau, 'Aye'

Councilor Carp, 'Aye'

Councilor Wantz, 'Aye'

Mayor Ward, 'Aye'

Motion passes 'unanimously'

Council took a break from 7:07 p.m. to 7:12 p.m.

REPORT & DISCUSSION ITEMS

4. QUARTERLY FINANCIAL STATEMENTS

Report on the City of Florence financials for period ending June 30, 2023.

Start Time: 7:12 p.m.

Discussion: ASD Baker presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Based on analysis, is City on track for budget targets at end of current biennium.

Comments: Mayor Ward

Discussion: Staff discussed...

- Currently finishing up first quarter of eight quarters of the biennium, difficult to tell at this time.
- Providing update to Budget Committee after first of year 2024.

Comments: ASD Baker

5. GENERAL REPORTS

- August Committee, Commission and Volunteer Reports.

Start Time: 7:24 p.m.

Discussion: The City Council discussed...

- Appreciating all volunteers.
- Appreciating all Councilors for their participation in various committees.

Comments: All Councilors Present

6. DEPARTMENT DIRECTOR UPDATES

Start Time: 7:26 p.m.

Discussion: The Department Directors discussed...

- Auditors were on site gathering information to complete audit.
- Completing Phase 1 for Tyler implementation.
- Corrections Officer McGough started academy.
- New Communications Officer beginning employment October 1, 2023 and currently one communication officer vacancy and one police officer vacancy.
- Meeting with CIS auditor for the city jail.
- Receiving significant rainfall of 1.37 inches today.
- Being mindful of the first rainfall of the season, roads can be very slick with the oils on the roadway surfaces.
- Update on Rhododendron Drive project.
- Availability of Flo-Gro.
- Upcoming 'Circles in the Sand' event at Driftwood Shores on October 14, 2023.
- Upcoming events at the Florence Events Center.

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

7. CITY MANAGER REPORT & DISCUSSION ITEMS

- 2023 Calendar Update

Start Time: 7:39 p.m.

Discussion: The City Council discussed...

- Upcoming City Meetings and Events.
- Highlighting continuing education and staff development opportunities.

- Outdoor seating program ending no later than October 30, 2023.

Comments: All Councilors present.

8. CITY COUNCIL REPORT & DISCUSSION ITEMS

Start Time: 7:46 p.m.

Discussion: The City Council discussed...

- Update on Public Arts Committee meetings and projects.
- Understanding Ms. McClellan's comments that Florence is not just a retirement community; it is a community of old timers, people who were loggers and fishermen and people who homesteaded. It is also a community of people who have been here for decades.
- Working hard to represent everybody in the community.
- Update on meeting with hangar renters.

Comments: All Councilors present.

Meeting adjourned at 7:54 p.m.

ATTEST:



Rob Ward, Mayor



Lindsey White, City Recorder