



City of Florence Council Regular Session

In Person & Videoconference
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 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>.

March 18, 2024

AGENDA

5:30 p.m.

Councilors:

Rob Ward, Mayor

Sally Wantz, Council President
Jo Beaudreau, Councilor

Bill Meyer, Council Vice-President
Robert Carp, Councilor

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

Proceedings will be shown live and for rebroadcast on Cable Channel 191 and online at www.ci.florence.or.us/citymanager/public-meetings-live and will be available after the meeting on the City's Vimeo Site.

In addition to attending in person, members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link:

<https://attendee.gotowebinar.com/register/3145674617613169498>

Meetings are also shown live on Cable Channel 191 and online at
<https://www.ci.florence.or.us/citymanager/public-meetings-live>.

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](http://www.ci.florence.or.us).

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

PRESENTATIONS & ANNOUNCEMENTS

- 2024 If I Were Mayor Contest Winners
- Proclamations for Military Child, Vietnam Veterans Day, and Women's History Month
- Employee Recognitions by Human Resource Manager Alex Ferguson
- Senior Center Annual Report

Mayor Ward

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. *Please see the end of this agenda for methods to provide comments on items that are not on the agenda.*

City Council / Local Contract Review Board Meeting

The Florence City Council serves as the Local Contract Review Board. This agenda serves as notice that the City Council shall be acting as both the Local Contract Review Board and the City Council for Action Item #2.

LOCAL CONTRACT REVIEW BOARD ACTION ITEM

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

2. PUBLIC CONTRACTING RULES

A. CITY OF FLORENCE PURCHASING & PUBLIC IMPROVEMENT CONTRACTS POLICIES

Consider approval of **Resolution No. 4, Series 2024**, a joint resolution of the City Council and Local Contract Review Board amending the public contracting rules for the City of Florence.

Megan
Messmer
Assistant
City Manager

ACTION ITEMS

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

3. SAFE ROUTES TO SCHOOL

Consider approval of **Resolution No. 5, Series 2024**, a resolution establishing approval to apply for a grant from the Oregon Department of Transportation (ODOT) for Safe Routes to School (SRTS) Program and delegating authority to the City Manager or designee to sign the application.

Mike Miller
Public Works
Director

4. REIMBURSEMENT DISTRICT

Receive Public Works Director's recommendation regarding the establishment of a reimbursement district for the construction of the 35th and Rhododendron Drive Intersection improvements and the Rhododendron Drive Multi-Use Path and consider initiating the public hearing process.

Mike Miller
Public Works
Director

5. AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR 2023

Consider acknowledging the receipt of the audited financial statement for the fiscal year ending June 30, 2023.

Anne Baker
Admin. Services
Director

CONSENT AGENDA

6. FLORENCE STOP AND GO MARKET OFF-PREMISE LIQUOR LICENSE

Consider recommendation of approval to the Oregon Liquor & Cannabis Commission (OLCC) for a off-premise liquor license for Florence Stop and Go Market LLC located at 3375 Hwy 101.

Lezlea
Purcell
Finance
Manager

7. APPROVAL OF MEETING MINUTES

Consider approval of the February 5, 2024 City Council Regular Session, February 22, 2024 City Council Work Session, and March 7, 2024 City Council Work Session meeting minutes.

Lindsey White
City Recorder

REPORT & DISCUSSION ITEMS

8. QUARTERLY FINANCIAL STATEMENTS

Report on the City of Florence financials for the period ending December 31, 2023.

Anne Baker
Administrative
Serv. Director

9. RHODY EXPRESS RIDERSHIP SURVEY 2024

Associate Planner Clare Kurth will present on the Rhody Express Ridership Survey.

Clare Kurth
Associate
Planner

10. DEPARTMENT DIRECTOR UPDATES

Management
Team

11. CITY MANAGER REPORT & DISCUSSION ITEM

Erin
Reynolds
City Manager

12. CITY COUNCIL REPORTS & DISCUSSION ITEMS

City Council

COUNCIL CALENDAR		
<i>All meetings are held in person with a virtual option unless otherwise indicated</i>		
Date	Time	Description
March 21, 2024	8:45 a.m.	City Council Work Session
April 4, 2024	8:45 p.m.	City Council Executive Session

PUBLIC MEETINGS PROCEDURES

The March 18, 2024 City Council meeting will be held in person, with the option to view / listen to the meeting virtually through the GotoWebinar platform.

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 cityrecorder@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 at Florence City Hall (250 Hwy 101) during regular office hours (Monday through Friday 8 a.m. – Noon and 1:00 p.m. – 4 p.m.) or at the City of Florence drop box located at Florence City Hall to the right of the main entrance.
- ** Note:** Written comments received at least 2 hours prior to the meeting (March 18, 2024 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 at Florence City Hall or 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 (March 18, 2024 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 Public Meeting Policies, visit the City of Florence website at <https://www.ci.florence.or.us/council/rules-procedure>