



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>.

October 6, 2025

AGENDA

5:30 p.m.

Councilors:

Rob Ward, Mayor

Robert Carp, Council President Jo Beaudreau, Council Vice-President
Sally Wantz, Councilor Mike Webb, 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/6929304148030153306>

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

5:30 p.m.

PRESENTATIONS & ANNOUNCEMENTS

- Arts and Humanities Month Proclamation
- National Friends of the Library Week Proclamation
- Employee Recognition
- Travel Lane County Annual 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. *Please see the end of this agenda for methods to provide comments on items that are not on the agenda.*

PUBLIC HEARING ITEMS

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

2. ELM PARK PLANNED UNIT DEVELOPMENT RIGHT-OF-WAY VACATION

A. PUBLIC HEARING ON RIGHT-OF-WAY VACATION

Hear and consider written and oral testimony regarding Ordinance No. 12, Series 2025.

B. ORDINANCE NO. 12, SERIES 2025

Consider approval of **Ordinance No. 12, Series 2025**, an ordinance approving the request for vacation of an alley bisecting Block 57 of the Central Park Subdivision of the City of Florence, as platted and recorded in Book 2, Page 3, Lane County, Oregon Plat Records, where that right-of way lies between tax lots 18-12-27-31-01101, 18-12-27-31-01201, and 18-12-27-31-01102, as applied for by the City of Florence.

Hanna
Hutcheson
Associate
Planner

ACTION ITEMS

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

3. FLORENCE WARMING CENTER REQUEST

Consider approving the request to operate a warming center as proposed and presented by the Florence Emergency Cold Weather Shelter nonprofit agency (FECWS) in accordance with FCC 1-9-1: B allowing an emergency shelter when low temperatures and adverse weather conditions endanger human life for the 2025-2026 Winter season.

Erin Reynolds
City Manager

4. HARBOR VISTA PARK AND PARK SIDE DRIVE ENGINEERING CONTRACT

Consider accepting the engineering services proposal from Kennedy Jenks Consultants in the amount of \$99,700 for Harbor Vista Campground and Parkside Drive Sanitary Sewer System and authorize the City Manager to proceed with a professional services contract.

August
Murphy
*AIC Public Works
Director*

5. DLCD TECHNICAL ASSISTANCE GRANT APPLICATION

Consider approval of **Resolution No. 18, Series 2025**, a resolution authorizing application for, and acceptance and administration of, the Oregon Department of Lane Conservation and Development (DLCD) 2025-2027 Technical Assistance (TA) Grant for the 9th Street Planning Area Comprehensive Plan, Zoning, and Transportation System Plan Amendments.

Jacob Foutz
*Planning
Manager*

CONSENT AGENDA

6. ANNUAL CITY MANAGER EVALUATION PROCESS AND TIMELINE

Consider approval of the annual evaluation process and timeline for City Manager Erin Reynolds.

Alex
Ferguson
*Human Resource
Manager*

7. LA POMODORI LIQUOR LICENSE

Consider recommendation of approval to the Oregon Liquor Control Commission (OLCC) for a new Full On-Premises, Commercial Liquor License for La Pomodori located at 1415 Seventh Street.

Chantelle
Meyer
*Ec. Dev. &
Comm. Analyst*

REPORT & DISCUSSION ITEMS

8. DEPARTMENT DIRECTOR UPDATES

Management
Team

9. CITY MANAGER REPORT & DISCUSSION ITEM

Erin Reynolds
City Manager

10. 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
October 9, 2025	8:30 a.m.	City Council Work Session <i>Canceled</i>
October 13, 2025	5:30 p.m.	City Council Special Meeting
October 20, 2025	5:30 p.m.	City Council Meeting

PUBLIC MEETINGS PROCEDURES

The October 6, 2025 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 (October 6, 2025 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 (October 6, 2025 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>.