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**City of Florence  
City Council Regular Session  
Held at the Siuslaw Valley Fire & Rescue  
2625 Hwy 101, Florence, Oregon  
Final Action Minutes  
December 10, 2018**

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

Meeting called to order at 5:30 p.m.

Councilors Present: Mayor Joe Henry, Councilors Joshua Greene, Ron Preisler, Susy Lacer and Woody Woodbury.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, Public Works Director Mike Miller, Chief of Police Tom Turner, Planning Director Wendy FarleyCampbell, City Recorder / Economic Development Coordinator Kelli Weese, Project Manager Megan Messmer, Human Resources Analyst Alex Ferguson, Associate Planner Glen Southerland and Florence Events Center Director Kevin Rhodes.

**PRESENTATIONS & ANNOUNCEMENTS**

- Employee Introduction
  - Police Officer – Wade Martin

Start Time: 5:30 p.m.

Action: Mr. Martin was introduced to the City Council.

**1. PUBLIC COMMENTS – *Items Not on the Agenda***

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speakers Cards are due at least (5) minutes before the meeting. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

Start Time: 5:32 p.m.

Comments: None

## **CONSENT AGENDA**

### **2. APPROVAL OF MINUTES**

Consider approval of the October 22, 2018 City Council meeting minutes and the October 24, 2018 City Council work session minutes.

### **3. CERTIFICATION OF ELECTION**

Consider approval of **Resolution No. 23, Series 2018**, a resolution certifying the results of the 2018 General Election.

### **4. TSUNAMI EVACUATION WAYFINDING SIGNAGE GRANT**

Consider authorizing staff to submit an application to the Oregon Department of Geology and Mineral Industries (DOGAMI) and the Oregon Office of Emergency Management to assist with the purchasing of additional tsunami evacuation wayfinding signage.

Start Time: 5:33 p.m.  
Action: Approval of the consent agenda items as presented.  
Motion: Councilor Lacer  
Second: Councilor Woodbury  
Vote: Unanimous

## **PUBLIC HEARING & ACTION ITEMS**

The public will have an opportunity to offer comments on public hearing items after staff has given their report. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speaker's cards are due at least five (5) minutes before the meeting. Comments will be limited to five (5) minutes per person. Speakers may not yield their time to others.

### **3. PETERSON ANNEXATION & ZONE CHANGE**

#### **A. PUBLIC HEARING**

Hear and consider written and oral testimony regarding the annexation and zone assignment of the 0.20 acre property located at 87717 Rhododendron Drive, east of North Jetty Drive as applied for by Mr. Gordon Peterson.

Start Time: 5:35 p.m.  
Hearing Reading: CR Weese read the Land Use Hearing Script and officiated the public hearing procedures.  
Public Hearing: Opened at 5:37 p.m.  
  
Handout: PowerPoint Presentation  
Discussion: The City Council discussed...

- Potential stormwater needs for the area

Comments: Councilor Preisler  
  
Comments: None

Public Hearing: Closed at 5:41 p.m.

**B. APPROVAL OF ANNEXATION REQUEST**

Consider approval of **Ordinance No. 18, Series 2018**, an ordinance approving the annexation of Assessors Map No. 18-12-10-33, Tax Lot 00200.

Action: First Reading of Ordinance No. 18, Series 2018  
Vote: Unanimous

Action: Second reading of Ordinance No. 18, Series 2018  
Motion: Mayor Henry  
Second: Councilor Lacer  
Roll Call Vote: Councilor Woodbury – Aye  
Councilor Preisler – Aye  
Councilor Greene – Aye  
Councilor Lacer – Aye  
Mayor Henry – Aye  
Ordinances passes 5-0

**C. APPROVAL OF ZONE ASSIGNMENT**

Consider approval of **Ordinance No. 19, Series 2018**, an ordinance establishing Restricted Residential zoning district for the Peterson property, as part of the proposed annexation.

Action: First Reading of Ordinance No. 19, Series 2018  
Vote: Unanimous

Action: Second reading of Ordinance No. 19, Series 2018  
Motion: Councilor Preisler  
Second: Councilor Lacer  
Roll Call Vote: Councilor Woodbury – Aye  
Councilor Preisler – Aye  
Councilor Greene – Aye  
Councilor Lacer – Aye  
Mayor Henry – Aye  
Ordinances passes 5-0

## **ACTION ITEMS**

The public will have an opportunity to offer comments on action items after staff has given their report. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speaker's cards are due at least five (5) minutes before the meeting. Comments will be limited to three (3) minutes per person. Speakers may not yield their time to others.

### **6. VOLUNTEER POLICY MANUAL**

Consider approval of **Resolution No. 24, Series 2018**, a resolution establishing a Volunteer Policy Manual.

Start Time: 5:45 p.m.  
Handouts: PowerPoint Presentation  
Discussion: The City Council discussed...

- Appreciation for the time tracking elements for volunteers

Comments: Councilor Greene  
  
Action: Approval of Resolution No. 24, Series 2018  
Motion: Councilor Woodbury  
Second: Councilor Greene  
Vote: Unanimous

### **7. CITY MANAGER EVALUATION**

Consider approval of the annual evaluation for City Manager Erin Reynolds and consider salary adjustments beginning January 1, 2019.

Start Time: 5:57 p.m.  
Discussion: The City Council discussed...

- Process for the City Manager evaluation
- Appreciation for Ms. Reynolds work and the energy within the staff led by Ms. Reynolds
- Items reviewed during the City Manager evaluation process

Comments: Mayor Henry  
  
Action: Approve the City Manager Employee Evaluation of 3.82 / 4.00 and approve a contract amendment to amend Ms. Reynolds annual base salary by a 2% increase to \$132,451.  
  
Motion: Councilor Lacer  
Second: Councilor Greene  
Vote: Unanimous

**8. 2019 CITY COUNCIL MEETING CALENDAR**

Review and consider approval of the 2019 City Council meeting calendar.

Start Time: 6:03 p.m.

Discussion: The City Council discussed...

- City Council work session start times

Comments: Mayor Henry

Action: Approve the 2019 City Council Meeting Calendar dates and consider evaluating City Council work session start times at the January 7<sup>th</sup> City Council meeting

Motion: Councilor Preisler

Second: Councilor Woodbury

Vote: Unanimous

**REPORT & DISCUSSION ITEMS**

**9. OCTOBER / NOVEMBER BOARD & COMMITTEE REPORTS**

Report on the Boards & Committees for the Month of October / November 2018.

Start Time: 6:06 p.m.

Discussion: The City Council discussed...

- Public Art selection of artist design for Central Lincoln PUD Mural

Comments: Councilor Greene

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

Start Time: 6:08 p.m.

Discussion: The City Council discussed...

- City Council and other city upcoming meetings
- Upcoming city events

**11. CITY COUNCIL REPORTS & DISCUSSION ITEMS**

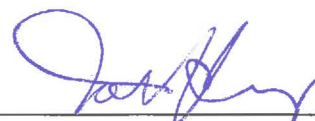
Start Time: 6:12 p.m.

Discussion: The City Council discussed...

- Council activities in the community and community announcements

Meeting adjourned at 6:16 p.m.

**ATTEST:**



Joe Henry, Mayor



Kelli Weese, City Recorder