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**City of Florence  
City Council Regular Session  
Florence City Hall  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
September 16, 2019**

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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 Woody Woodbury, Joshua Greene and Geraldine Lucio.

Councilors Absent: Councilor Ron Preisler

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 and City Project Manager Megan Messmer.

Guests Present: Ariel Ruben, Florence Venture Catalyst with the Regional Accelerator & Innovation Network (RAIN) and Richard Dreilling, Local Entrepreneur

**PRESENTATIONS & ANNOUNCEMENTS**

- Prostate Cancer Awareness Month – September 2019
- Florence Urban Renewal Agency Appointment – Mayor Henry

Start Time: 5:30 p.m.

Action: Mayor Henry read the proclamation for Prostate Cancer Awareness Month. Mayor Henry announced the appointment of Councilor Woody Woodbury to the Florence Urban Renewal Agency.

**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: 5:35 p.m.

Commenter 1: Brenda Gilmer – Florence, OR

Handout: Speaker's Card

Discussion: Ms. Gilmer discussed...

- Disappointment that the Community & Economic Development Committee and the City have abandoned working people with respect to housing.

**CONSENT AGENDA**

**2. APPROVAL OF MINUTES**

Consider approval of the June 17, 2019 City Council meeting, July 15, 2019 City Council and Planning Commission Joint Work Session, July 15, 2019 City Council Meeting, August 5, 2019 City Council and Public Arts Committee Joint Work Session and August 5, 2019 City Council meeting minutes.

**3. COMMITTEE & COMMISSION WORK PLANS**

Consider approval of **Resolution No. 21, Series 2019**, a resolution approving the City of Florence's Committee & Commission work plans.

**4. FLORENCE GOLF LINKS LIQUOR LICENSE**

Consider recommendation of approval to the Oregon Liquor Control Commission (OLCC) for the change of ownership liquor license for Florence Golf Links located at 1201 35<sup>th</sup> Street.

**5. FINANCIAL STATEMENT AUDIT ENGAGEMENT LETTER & CONTRACT**

Consider authorizing the City Manager to sign an engagement letter representing a contract for services for the audit and preparation of the City of Florence's financial statement for the year ended June 30, 2019, for the amount of \$34,000.

**6. CISCO PHONE UPGRADE SOFTWARE**

Consider authorizing the City Manager to enter into an agreement with CISCO, for the purchase of software updates to the City of Florence's phone equipment, in the amount of \$43,008.

**7. DEPARTMENT OF ENVIRONMENTAL QUALITY GRANT APPLICATION**

Consider approval of **Resolution No. 22, Series 2019**, a resolution authorizing staff to submit an application for a Department of Environmental Quality Material Management grant for the purchase of a reel mixer for the biosolids composting program in the amount of \$40,000.

Start Time: 5:38 p.m.

Discussion: The City Council discussed...

- Request to remove Agenda Item #3, Committee & Commission Work Plans, from the Consent agenda for additional discussion

Comments: Councilor Greene

Action: Approve the consent agenda as presented, with the exception of Agenda Item #3 which was removed.

Motion: Councilor Woodbury

Second: Councilor Lucio

Vote: Unanimous, Councilor Priesler was abselt

**3. COMMITTEE & COMMISSION WORK PLANS**

Consider approval of **Resolution No. 21, Series 2019**, a resolution approving the City of Florence's Committee & Commission work plans.

Start Time: 5:39 p.m.

Discussion: The City Council discussed...

- Clarification that decisions that influenced the work plans were made during Council goal setting sessions and that the Public Arts Committee was subject to further work sessions and review

Comments: Councilor Greene

Action: Approve Resolution No. 21, Series 2019

Motion: Mayor Henry

Second: Councilor Woodbury

Vote: Unanimous, Councilor Preisler was absent

## **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 three (3) minutes per person. Speakers may not yield their time to others.

### **8. REGIONAL ACCELERATOR & INNOVATION NETWORK (RAIN)**

Consider approving the memorandum of agreement between RAIN and the City of Florence in the amount of \$30,000 over the course of FY 2019-2021, to assist in efforts to promote entrepreneurial support programs in Florence, and authorizing the City Manager to proceed with the agreement.

Start Time: 5:42 p.m.  
Handout: Staff Presentation  
Discussion: The City Council discussed...

- Overview of work performed with RAIN and planned work for 2020-2021,
- Clarification on the upcoming 'Artrepreneur' meetup

Comments: Councilor Greene  
  
Action: Authorize the City Manager to proceed with an agreement between Oregon RAIN and the City of Florence.  
Motion: Councilor Lucio  
Second: Councilor Greene  
Vote: Unanimous, Councilor Preisler was absent

### **9. ENGINEERING SERVICES FOR ESTUARY TRAIL**

Consider accepting the engineering services proposal from Civil West Engineering Services, Inc. for surveying and preliminary engineering work related to the development of the Siuslaw Estuary Trail.

Start Time: 6:03 p.m.  
Handout: Staff Presentation  
Discussion: The City Council discussed...

- Estimated total cost of project for engineering and construction,
- Potential sales of property adjacent to Hwy 126,
- Clarification on changes to the designs given original concept of elevated walkway,

Comments: All Councilors Present  
  
Action: Accept the engineering services proposal from Civil West Engineering, Inc. and authorize the City Manager to proceed with a professional services contract.  
Motion: Councilor Greene  
Second: Councilor Lucio  
Vote: Unanimous, Councilor Preisler was absent

## **REPORT & DISCUSSION ITEMS**

### **10. JULY / AUGUST COMMITTEE & COMMISSION REPORTS**

Report on the Committees and Commissions for the month of July / August 2019.

Start Time: 6:26 p.m.

Discussion: The City Council discussed...

- Appreciation for the work of public works staff for the dog park

### **5. CITY MANAGER REPORT & DISCUSSION ITEMS**

Start Time: 6:27 p.m.

Discussion: The City Council discussed...

- Upcoming and recent community events and meetings
- City of Florence Newsletter

### **6. CITY COUNCIL REPORTS & DISCUSSION ITEMS**

Start Time: 6:33 p.m.

Discussion: The City Council discussed...

- Council activities in the community and community announcements

Meeting adjourned at 6:38 p.m.



Joe Henry, Mayor

**ATTEST:**



Kelli Weese, City Recorder