



*City of Florence*  
**A City in Motion**

## City of Florence Council Regular Session

Videoconference &  
Florence City Hall  
250 Hwy 101  
Florence, OR 97439  
541-997-3437  
[www.ci.florence.or.us](http://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](http://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](http://www.ci.florence.or.us/council) as soon as practicable 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>.

January 25, 2021

## AGENDA

5:30 p.m.

Councilors:

Joe Henry, Mayor

Woody Woodbury, Council President    Sally Wantz, Council Vice-President  
Bill Meyer, Councilor    Maggie Wisniewski, Councilor

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

### COVID-19 UPDATE

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference. Members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link <https://attendee.gotowebinar.com/register/1886536965799166988>.

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

**In person attendance is not allowed at City Council meetings.**

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 at [www.ci.florence.or.us/council/request-address-city-council-speakers-card](http://www.ci.florence.or.us/council/request-address-city-council-speakers-card).

### 1. OATH OF OFFICE

- Councilor Margaret 'Maggie' Wisniewski

Kelli Weese  
City Recorder

### CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

### PRESENTATIONS & ANNOUNCEMENTS

- 2021 City Committee / Commission and Florence Urban Renewal Agency Appointments

### 2. 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.*

### ACTION ITEMS

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

### 3. COVID-19 EMERGENCY DECLARATION

Consider approval of **Resolution No. 2, Series 2021** a resolution declaring a temporary state of emergency within the Boundaries of the City and delegating authority to the City Manager, and repealing Resolution No. 23, Series 2020.

Erin Reynolds  
City Manager

### 4. EMERGENCY COLD WEATHER SHELTER PALLET SHELTER PROGRAM

#### A. FLORENCE EMERGENCY COLD WEATHER SHELTER EXPENDITURE

Consider approval of the receipt of grant funds from Lane County Health and Human Services and a pass-through expenditure in the amount of \$31,000.

Erin Reynolds  
City Manager  
And  
Anne Baker  
Administrative  
Services Director

**4c B. PALLET SHELTERS SUPPLEMENTAL BUDGET**  
 Consider approval of **Resolution No. 3, Series 2021**, a Resolution adopting appropriations for pass-through grant funding and expenditure to support the Florence Emergency Cold Weather Shelter (FECWS) Pallet Shelter Program.

Erin Reynolds  
*City Manager*  
 And  
 Anne Baker  
*Administrative Services Director*

**5. UTILITY RELIEF PROGRAM EXTENSION**  
 Consider approval of **Resolution No. 4, Series 2021** a resolution amending Resolution No. 24, Series 2020, in order to extend the deadline for the City of Florence Utility Relief Program.

Anne Baker  
*Administrative Services Director*

**CONSENT AGENDA**

**6. WASTEWATER TREATMENT PLANT AIR BLOWER AGREEMENT**  
 Consider approval of **Resolution No. 5, Series 2021**, a resolution authorizing the City of Florence to enter into a single source purchase agreement in the amount of \$49,819 with The Automation Group (TAG) to install, integrate and commission a variable frequency drive unit for the City Wastewater Treatment Plant.

Mike Miller  
*Public Works Director*

**7. APPROVAL OF MINUTES**  
 Consider approval of the January 8, 2021 City Council Special Meeting and the January 11, 2021 City Council Special Meetings.

Kelli Weese  
*City Recorder*

**REPORT & DISCUSSION ITEMS**

**8. GENERAL REPORTS – Council Question & Answer Only – No Presentations**  
 • December 2020 Committee, Commission & Volunteer Reports

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

Erin Reynolds  
*City Manager*

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

City Council

**COUNCIL CALENDAR**

*All meetings are held at the Florence City Hall (250 Hwy 101, Florence Oregon) unless otherwise indicated*

<b>Date</b>	<b>Time</b>	<b>Description</b>
February 1, 2021	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting
February 4, 2021	9:00 a.m.	City Council Special Work Session
February 10, 2021	10:00 a.m.	City Council Special Work Session
February 15, 2021	---	President's Day Holiday <i>City Offices Closed</i>
February 22, 2021	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting

## UPDATED PUBLIC MEETINGS PROCEDURES – COVID-19

Given executive orders from Governor Brown concerning COVID-19 and social distancing requirements, the City of Florence has established temporary procedures for public meetings in order to protect our volunteers, public and staff.

### **In person attendance is not allowed at City Council meetings.**

**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 [kelli.weese@ci.florence.or.us](mailto:kelli.weese@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 to the City of Florence drop box located at Florence City Hall (250 Hwy 101) to the right of the main entrance.

**\*\* Note:** Written comments received at least 2 hours prior to the meeting (January 25, 2021 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 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](http://www.ci.florence.or.us/council/request-address-city-council-speakers-card) at least 1 hour prior to the meeting (January 25, 2021 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 Temporary Public Meeting Policies, visit the City of Florence website at <https://www.ci.florence.or.us/em/public-meeting-during-covid-19>.**

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 1  
Meeting Date: January 25, 2021  
Department: Mayor & Council

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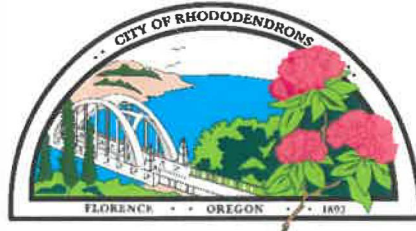
**ITEM TITLE:** OATH OF OFFICE

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**DISCUSSION/ISSUE:**

- Oath of Office for Councilor Margaret 'Maggie' Wisniewski
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# City of Florence



## OATH OF OFFICE

I, Margaret Wisniewski, do solemnly swear that I will uphold and defend the constitution of the United States of America, the Constitution and Laws of the State of Oregon, and the Charter and Codes of the City of Florence, and that I will faithfully perform the duties of City Councilor to the best of my ability, so long as I am in office.

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Margaret Wisniewski

Subscribed and sworn before me this 25<sup>th</sup> day of January, 2021



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Kelli Weese

# 2021 City Committee Appointments

Office of the Mayor, City of Florence

I, Joe Henry, Mayor of the City of Florence, do hereby appoint the following person's the City of Florence's various Committees and Commissions per Florence City Code Title 2, Chapter 1. ~ January 25, 2021

## **Budget Committee**

- Leonard Larson
- Ron Hildenbrand

## **Community & Economic Development Committee**

- Brian Holmes
- Jonathan Bailey
- Jeff Ashmead

## **Environmental Management Advisory Committee**

- Laurie Green
- Lisa Walter-Sedlacek
- Anthony Cavarno
- Erick Oshel

## **Public Art Committee**

- Serena Appel
- Dayle Murphy
- Maggie Bagon

## **Planning Commission**

- Eric Hauptman
- Phil Tarvin
- Sandy Young

## **Transportation Committee**

- Stephen Raley
- Gary Trevisan

# 2021 Florence Urban Renewal Agency Appointments

Office of the Mayor, City of Florence

I, Joe Henry, Mayor of the City of Florence, do hereby appoint the following person's the Florence Urban Renewal Agency per Florence City Code Title 2, Chapter 1.

~ January 25, 2021

## **At Large Positions**

- Ron Caputo
- Dave Braley
- Robert Ward

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 2  
Meeting Date: January 25, 2021  
Department: Mayor & Council

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**ITEM TITLE:** PUBLIC COMMENTS – *Items Not on the Agenda*

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**DISCUSSION/ISSUE:**

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. *Please see end of the agenda for methods to provide comments on items not on the City Council agenda.*

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 3  
Meeting Date: January 25, 2021  
Department: City Manager's Office

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**ITEM TITLE:** COVID-19 Emergency Declaration Third Extension

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**DISCUSSION/ISSUE:**

Since the declaration of an emergency by the Governor of the State of Oregon on March 8, 2020, and prior, the City of Florence has been monitoring the worldwide threat posed by the COVID-19 virus. Due to increasing federal and state restrictions, it was apparent that COVID-19 presented a threat of imminent widespread or severe damage, increased human suffering, loss of life, and financial losses within the City's boundaries. Therefore, at the City Council meeting on March 23, 2020, the initial declaration of emergency for the COVID-19 crisis was enacted by Resolution No, 6, Series 2020. The first and second extensions of the Emergency Declaration were enacted at the June 8, 2020 and September 21, 2020, meetings of the City Council.

To continue to be responsive to this ongoing crisis and recovery efforts, the City of Florence needs to be able to continue to amend some of its regular business, emergency, employment and intergovernmental practices to meet the day to day needs of this ongoing emergency response and recovery efforts. At the writing of this staff report, the City of Florence, as part of Lane County, remains categorized as an Extreme Risk county. Since the last report provided on this topic, the Governor has issued ***Executive Order 20-66: Risk and Safety Framework: County-By-County Metrics-Based Approach to Controlling COVID-19 Transmission to Conserve Hospital Capacity and Protect Human Health and Human Lives*** ([https://www.oregon.gov/gov/Documents/executive\\_orders/eo\\_20-66.pdf](https://www.oregon.gov/gov/Documents/executive_orders/eo_20-66.pdf)). Previously Lane County was in Phase 2 following the now retired and repealed statewide Reopening Framework as outlined in the Executive Order 20-25 issued by the Governor of the State of Oregon, "A Safe and Strong Oregon" *Implementing a Phased Approach for Reopening Oregon's Economy*.

Therefore, because of the current Risk & Safety Framework and resulting restrictions, the continued community spread of the COVID-19 virus, and being in the very early stages of vaccinations, have all necessitated the consideration of a third extension of the City of Florence Emergency Declaration currently in place and set to expire January 31, 2021.

At the January 25, 2021, City Council meeting, the Council will consider repealing and replacing the temporary declaration of emergency within the City of Florence in order to extend the emergency through March 31, 2021. This action will allow the City to continue to take the steps necessary to respond to the emergency and much needed recovery efforts in a legal and timely manner. Such steps could include:

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- Requesting assistance, funds and reimbursement from the State of Oregon and federal agencies;
- Adopting temporary rules and policies regarding city facilities, funds, fees, resources, and staff;
- Entering into contracts for services and aid agreements with other governmental and private entities;
- Cancelling non-essential City meetings and events;
- Modifying service delivery to meet physical distancing and increased sanitation requirements;
- Applying for and participating in funding efforts that connect the community with much needed stimulus and recovery payments from various non-profits, foundations, and the federal, state, and county governments;
- Increased efforts and concentration of economic development efforts centered around recovery and business support;
- Emergency procurement of goods, services and public improvements;
- Offering a program to provide financial relief for unpaid utility bills;
- Providing additional business, childcare, and general community support through new or revised programs, and
- Continued staff efforts and use of other City owned resources to support a variety of emergency management functions of the West Lane Emergency Operations Group (WLEOG).

The emergency declaration would grant authority to the City Manager, or designee, to take actions and issue orders necessary to protect the health, safety and welfare of the City as long as such actions are in compliance with City, state, and federal law. In addition, the emergency declaration would require the City Manager, or designee, to report to the City Council on any actions or orders taken under the emergency declaration, and to consult with the Council prior to taking any measures beyond that ordered by the State of Oregon.

As written, the Emergency declaration would repeal and replace the existing resolution and go into effect once approved by the City Council and signed by the Mayor and shall remain in effect until March 31, 2021 (approximately 10 weeks). The declaration gives the authority to the City Manager, their designee, or the City Council to extend the emergency declaration if necessary.

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**FISCAL IMPACT:**

This policy affects the City fiscally through:

- Staff time spent researching the issue and drafting updated procedures; and
  - Staff time spent training and implementing the updated procedures.
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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

Goal 1: City Service Delivery – Goal 4: Communication & Trust

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**ALTERNATIVES:**

1. Approve Resolution No. 2, Series 2021 as proposed
  2. Review and recommend changes to Resolution No. 2, Series 2021 and approve as amended
  3. Do not approve Resolution No. 2, Series 2021 and determine steps to proceed.
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**RECOMMENDATION:**

Approve Resolution No. 2, Series 2021 as proposed

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**AIIS PREPARED BY:** Erin Reynolds, City Manager

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**CITY MANAGER'S RECOMMENDATION:**

Approve       Disapprove       Other

Comments:

*ER Reynolds*

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**ITEM'S ATTACHED:**

**Attachment 1** – Proposed Resolution No. 2, Series 2021  
**Attachment 2** – Resolution No. 23, Series 2020

**Items Available for Reference:****Previous City Council Meetings**

- Initial Emergency Declaration  
[March 23, 2020 - City Council Meeting -  
https://www.ci.florence.or.us/council/city-council-special-meeting-3](https://www.ci.florence.or.us/council/city-council-special-meeting-3)
- First Extension of the Emergency Declaration  
[June 8, 2020 - City Council Meeting -  
https://www.ci.florence.or.us/council/city-council-meeting-186](https://www.ci.florence.or.us/council/city-council-meeting-186)
- Second Extension of the Emergency Declaration  
[September 21, 2020 - City Council Meeting -  
https://www.ci.florence.or.us/council/city-council-meeting-189](https://www.ci.florence.or.us/council/city-council-meeting-189)

**Resources for the most current COVID-19 information:**

- The State's COVID-19 Response and Reopening  
<https://coronavirus.oregon.gov/>
  - Oregon Health Authority (OHA)  
<https://govstatus.egov.com/OR-OHA-COVID-19>
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- City of Florence COVID-19  
[www.ci.florence.or.us/covid19](http://www.ci.florence.or.us/covid19)
  - Lane County COVID-19  
[www.lanecounty.org/coronavirus](http://www.lanecounty.org/coronavirus)
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**CITY OF FLORENCE  
RESOLUTION NO. 2, SERIES 2021**

**A Resolution Declaring a Temporary State of Emergency within the Boundaries of the City and Delegating Authority to the City Manager, and repealing Resolution No. 23, Series 2020.**

RECITALS:

1. On March 8, 2020, the Governor of the State of Oregon issued Executive Order 20-03 declaring a statewide State of Emergency under ORS 401.025(1) due to the serious public health and safety threat posed by the spread of the COVID-19 virus within our state. Since this date there have been several extensions of the State's Emergency order with the current one expiring March 3, 2021.
2. On March 17, 2020, the Lane County Board of Commissioners adopted Order 20-03-17-06, declaring a local emergency as a result of public health response to COVID-19.
3. ORS Chapter 401.309 grants the City additional authority to declare a State of Emergency within the City.
4. On March 20, 2020 the City of Florence and the West Lane Emergency Operations Group partner agencies activated the West Lane Emergency Operations Center.
5. On March 23, 2020, the Governor of the State of Oregon issued Executive Order 20-12 "Stay Home, Save Lives".
6. Also on March 23, 2020, the Florence City Council declared a temporary State of Emergency within the Boundaries of the City as they found that the detection of multiple cases of Coronavirus (COVID-19) within the state and the Governor's Declaration present circumstances constituting a present threat of imminent widespread or severe damage, significant injury to persons or property, increased human suffering, loss of life, and financial loss within the City's boundaries.
7. Since the initial State of Emergency was declared and the Stay Home, Save Lives Executive Order was put in place, Governor of the State of Oregon has issued several more executive orders with corresponding guidance.
8. On May 14, 2020, the Governor of the State of Oregon issued Executive Order 20-25 "A Safe and Strong Oregon" implementing a phased approach for reopening Oregon's Economy. This initial Framework was in place through December 2, 2020.

9. Effective December 3, 2020, the Governor of the State of Oregon issued Executive Order 20-66: Risk and Safety Framework: *County-By-County Metrics-Based Approach to Controlling COVID-19 Transmission to Conserve Hospital Capacity and Protect Human Health and Human Lives*. This replaced Executive Order 20-25.
10. On December 3, 2020, Lane County was categorized as an Extreme Risk County as defined by the newly enacted Executive Order 20-66: Risk and Safety Framework and has been since that date.
11. The current Risk and Safety Framework, continued community spread, and the initial vaccination stage all are necessitating factors in the consideration of a third extension of the City of Florence Emergency Declaration currently in place and set to expire January 31, 2021.
12. The City Council finds that with this updated information and guidelines from the State that we will be in an emergency state responding and recovering simultaneous to the COVID-19 crisis.
13. The City Council finds that that during this State of Emergency, it is prudent and responsible to delegate certain powers and responsibilities to the City Manager in order to more efficiently expedite City responses, recovery efforts, and services.
14. These emergency circumstances require focused and coordinated municipal and community responses and recovery efforts beyond that which occur routinely and such coordinated responses cannot be achieved without temporarily amending some of the City's regular business, emergency, employment, and intergovernmental practices.
15. Originally, this emergency situation for the City of Florence began on March 23, 2020. The first and second extensions of the Emergency Declaration were enacted at the June 8, 2020 and September 21, 2020, meetings of the City Council. After further review and consideration of the current situation, it has been determined that the City is still in an emergency response and recovery mode. We anticipate that we will be operating within the COVID-19 Virus emergency, response, and recovery for at least another 10 weeks or until March 31, 2021.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. **City Wide State of Emergency.** A City-wide State of Emergency hereby exists and continues to exist within the City of Florence, which includes all areas within the city boundaries.
2. **City Authority.** During this continued State of Emergency, the City may take any legal and necessary steps to respond and recover from the emergency, including but not limited to: requesting assistance, funds, and reimbursement from the State of Oregon and federal agencies; adopting temporary rules and policies regarding City facilities, funds, fees, resources, and staff; entering into contracts for services and aid agreements with other governmental or private entities; and cancelling non-essential City meetings and events.
  - a. Emergency procurement of goods, services, and public improvements is hereby authorized pursuant to ORS 279B.080, ORS 279C.320, ORS 279C.380(4), and all other applicable statutes, ordinances, and rules.
  - b. The City may suspend enforcement of billing department rules, regulations and code provisions, in the City Manager's discretion under the provisions of this declaration.
  - c. The City Manager, or designee, is hereby authorized to utilize the digital signature of the Mayor, or City Council presiding officer, as a method of original signature on actions of the City Council, should such actions be approved by the Mayor, or City Council presiding officer, either verbally or in writing.
3. **Staff Designation.** The City Manager is directed to identify two additional staff members who are designated and authorized to serve as the "acting in capacity" City Manager (City Manager AIC) in the City Manager's absence during this State of Emergency. The City Manager or designee(s) shall regularly document and report to the Council regarding any actions or orders taken pursuant to this Declaration.
4. **City Manager Delegation.** During this State of Emergency, the Council hereby delegates to the City Manager (and to City Manager designees in the case of the City Manager's absence), the authority to take actions and issue orders necessary and reasonable to protect health, safety and welfare of the City and the public and to conduct activities that minimize or mitigate the effect of the emergency, participate in recovery efforts, apply for stimulus and recovery funding, as long as such actions, orders, and activities are in compliance with City, state and federal law.
  - a. Notwithstanding the immediately preceding, if the City Manager desires to issue a municipal order limiting or banning public gatherings, establishing

curfews, closing or limiting businesses, or implementing other social or physical distancing measures *beyond that ordered by the State of Oregon*, the City Manager shall first consult with the City Council. This provision does not prevent the City Manager from publishing recommendations regarding such social or physical distancing measures within the City.

5. **Effective Date and Duration.** This Resolution shall become effective immediately upon adoption and shall remain in effect until March 31, 2021, at 11:59 p.m., unless further extended by the City Manager or designee, or the City Council.
6. **Establishing an Emergency.** It is hereby adjudged and declared that existing conditions are such that this Declaration extension continues to be necessary for the immediate preservation of the public peace, health and safety of the City of Florence, and an emergency is hereby declared to exist and this Resolution, and all provisions modifying the Resolution referred to herein, shall take effect in full force and effect when signed by the Mayor.

ADOPTION:

This Resolution is passed and adopted on the 25<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joe Henry, Mayor

Attest:

\_\_\_\_\_  
Kelli Weese, City Recorder



**CITY OF FLORENCE  
RESOLUTION NO. 23, SERIES 2020**

**A Resolution Declaring a Temporary State of Emergency within the Boundaries of the City and Delegating Authority to the City Manager, and repealing Resolution No. 13, Series 2020.**

RECITALS:

1. On March 8, 2020, the Governor of the State of Oregon issued Executive Order 20-03 declaring a statewide State of Emergency under ORS 401.025(1) due to the serious public health and safety threat posed by the spread of the COVID-19 virus within our state.
2. On March 17, 2020, the Lane County Board of Commissioners adopted Order 20-03-17-06, declaring a local emergency as a result of public health response to COVID-19.
3. ORS Chapter 401.309 grants the City additional authority to declare a State of Emergency within the City.
4. On March 20, 2020 the City of Florence and the West Lane Emergency Operations Group partner agencies activated the West Lane Emergency Operations Center.
5. On March 23, 2020, the Governor of the State of Oregon issued Executive Order 20-12 "Stay Home, Save Lives".
6. Also on March 23, 2020, the Florence City Council declared a temporary State of Emergency within the Boundaries of the City as they found that the detection of multiple cases of Coronavirus (COVID-19) within the state and the Governor's Declaration present circumstances constituting a present threat of imminent widespread or severe damage, significant injury to persons or property, increased human suffering, loss of life, and financial loss within the City's boundaries.
7. Since the initial State of Emergency was declared and the Stay Home, Save Lives Executive Order was put in place, Governor of the State of Oregon has issued several more executive orders with corresponding guidance.
8. On May 14, 2020, the Governor of the State of Oregon issued Executive Order 20-25 "A Safe and Strong Oregon" implementing a phased approach for reopening Oregon's Economy. Furthermore, Lane County was approved to enter Phase 1 on May 15, 2020.

9. Following Executive Order 20-25, the State of Oregon will monitor Lane County based on the defined benchmarks to move through the reopening phases.
10. On June 5, 2020, Lane County was approved to enter Phase 2 and has remained in Phase 2 since that date.
11. The Phase 2 guidance and information released by the State indicates that we will remain in Phase 2 (not move to Phase 3) until a viable treatment or vaccine is available. We understand from that information that Lane County will remain in Phase 2 for months, necessitating the consideration of extending the City of Florence Emergency Declaration currently in place and set to expire September 30, 2020.
12. The City Council finds that with this updated information and guidelines from the State that we will be in an emergency state responding and recovering simultaneous to the COVID-19 crisis.
13. The City Council finds that that during this State of Emergency, it is prudent and responsible to delegate certain powers and responsibilities to the City Manager in order to more efficiently expedite City responses, recovery efforts, and services.
14. These emergency circumstances require focused and coordinated municipal and community responses and recovery efforts beyond that which occur routinely and such coordinated responses cannot be achieved without temporarily amending some of the City's regular business, emergency, employment, and intergovernmental practices.
15. Originally, this emergency situation for the City of Florence began on March 23, 2020. It was reevaluated on June 8, 2020, and was extended by the City Council to September 30, 2020. After further review and consideration of the current situation, it has been determined that the City is still in an emergency response and recovery mode. We anticipate that we will be operating within the COVID-19 Virus emergency, response, and recovery for at least another 20 weeks.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. **City Wide State of Emergency.** A City-wide State of Emergency hereby exists and continues to exist within the City of Florence, which includes all areas within the city boundaries.

2. **City Authority.** During this continued State of Emergency, the City may take any legal and necessary steps to respond and recover from the emergency, including but not limited to: requesting assistance, funds, and reimbursement from the State of Oregon and federal agencies; adopting temporary rules and policies regarding City facilities, funds, fees, resources, and staff; entering into contracts for services and aid agreements with other governmental or private entities; and cancelling non-essential City meetings and events.
  - a. Emergency procurement of goods, services, and public improvements is hereby authorized pursuant to ORS 279B.080, ORS 279C.320, ORS 279C.380(4), and all other applicable statutes, ordinances, and rules.
  - b. The City will not send shut-off notices or shut off water for non-payment of unpaid utility bills while this emergency is in place, and may suspend enforcement of other billing department rules, regulations and code provisions, in the City Manager's discretion under the provisions of this declaration.
  - c. The City Manager, or designee, is hereby authorized to utilize the digital signature of the Mayor, or City Council presiding officer, as a method of original signature on actions of the City Council, should such actions be approved by the Mayor, or City Council presiding officer, either verbally or in writing.
3. **Staff Designation.** The City Manager is directed to identify two additional staff members who are designated and authorized to serve as the "acting in capacity" City Manager (City Manager AIC) in the City Manager's absence during this State of Emergency. The City Manager or designee(s) shall regularly document and report to the Council regarding any actions or orders taken pursuant to this Declaration.
4. **City Manager Delegation.** During this State of Emergency, the Council hereby delegates to the City Manager (and to City Manager designees in the case of the City Manager's absence), the authority to take actions and issue orders necessary and reasonable to protect health, safety and welfare of the City and the public and to conduct activities that minimize or mitigate the effect of the emergency, participate in recovery efforts, apply for stimulus and recovery funding, as long as such actions, orders, and activities are in compliance with City, state and federal law.
  - a. Notwithstanding the immediately preceding, if the City Manager desires to issue a municipal order limiting or banning public gatherings, establishing curfews, closing or limiting businesses, or implementing other social or physical distancing measures *beyond that ordered by the State of Oregon*, the City Manager shall first consult with the City Council. This provision does not prevent the City Manager from publishing recommendations regarding such social or physical distancing measures within the City.

5. **Effective Date and Duration.** This Resolution shall become effective immediately upon adoption and shall remain in effect until January 31, 2021, at 11:59 p.m., unless further extended by the City Manager or designee, or the City Council.
6. **Establishing an Emergency.** It is hereby adjudged and declared that existing conditions are such that this Declaration extension continues to be necessary for the immediate preservation of the public peace, health and safety of the City of Florence, and an emergency is hereby declared to exist and this Resolution, and all provisions modifying the Resolution referred to herein, shall take effect in full force and effect when signed by the Mayor.

ADOPTION:

This Resolution is passed and adopted on the 21<sup>st</sup> day of September, 2020.



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Joe Henry, Mayor

Attest:



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Kelli Weese, City Recorder

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 4  
Meeting Date: January 25, 2021  
Department: CMO

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**ITEM TITLE:** Pass-through Grant Revenue and Expenditure Approval and Related Supplemental Budget Request

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**Background Information**

At the [November 16, 2020, City Council Meeting](https://www.ci.florence.or.us/council/city-council-meeting-195) (<https://www.ci.florence.or.us/council/city-council-meeting-195>) staff provided a report and presentation along with the [Florence Emergency Cold Weather Shelter](http://www.standrewsflorence.org/florence-emergency-cold-weather-shelter.html) (<http://www.standrewsflorence.org/florence-emergency-cold-weather-shelter.html>) (FECWS) group to address winter housing strategies in light of the COVID-19 public health emergency. During that meeting, the Council discussed a Pallet Shelter project that the FECWS group had been working on with Lane County Joint Shelter and Housing Strategist staff in coordination with Florence City staff on. At that meeting the City Council approved the use of site locations and manner as proposed and presented by FECWS in accordance with FCC 10-2-9-B, allowing an emergency shelter when low temperatures and adverse weather conditions endanger human life for the 2020-2021 Winter COVID-19 response period. In addition, staff was authorized to execute a limited duration IGA with Lane County to facilitate the leasing of the pallet shelters and sub-letting to FECWS and to provide access to other resources for the shelter site maintenance and management by FECWS at no cost to the City.

Since that approval, City Manager Reynolds has entered into an IGA with Lane County to take possession of the Pallet Shelters and sub-let them to FECWS. In addition, the IGA provided for CARES Act pass-through grant funding from Lane County to cover the costs of site preparation and construction of 21 Pallet shelters.

**Current Request:**

It was unknown in November 2020 how much the CARES Act pass-through grant funding from Lane County would be. We now know the amount to cover the costs of site preparation and construction of the 21 Pallet shelters is \$31,000. An expenditure of that amount exceeds the City Manager's spending authority of \$30,000. In addition, while this is a net-zero cost to the City, it is necessary to request a supplemental budget appropriation amount for this unforeseen expenditure.

**Partnership with Lane County**

For some additional background information, Lane County through the "Winter Strategies for People Who Are Unsheltered" initiative, ordered 120 Pallet Shelters that have been distributed throughout the county, with the Florence area receiving 21 Pallet Shelters. The cost per shelter is approximately \$4,800 that would be covered by Lane County. The FECWS has agreed to manage the program for the Florence area. Lane County has provided CARES Act funds to the City of Florence and then passed onto FECWS to cover other associated costs for this type of sheltering plan. You can find out more about the Pallet Shelter solution at this [link](https://www.palletshelter.com/64-sq-ft-shelter) (<https://www.palletshelter.com/64-sq-ft-shelter>).

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**FISCAL IMPACT:**

Staff time to facilitate and attend meetings with FECWS Board and Staff and to connect West Lane County with the greater Lane County Winter Strategies Task Force staff. The partnership between the City, FECWS, and Lane County have provided 21 pallet shelters with a value of over \$100,000 for the Florence area during the ongoing COVID-19 pandemic emergency. In addition, there is a receipt of grant funds from Lane County Health & Human Services and a pass-through expenditure in the amount of \$31,000. The proposed \$31,000 budget appropriation has a zero-net effect on the bottom line, but does increase the overall budget by \$31,000.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

Goal 1: City Service Delivery; Goal 2: Livability & Quality of Life; Goal 4: Communication & Trust and Goal 5: Financial & Organizational Sustainability.

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**ALTERNATIVES:**

1. Approve the receipt of grant funds from Lane County Health & Human Services and a pass-through expenditure in the amount of \$31,000. As discussed, this is a zero-net cost to the City. Approve the related supplemental budget action to increase revenues and expenditures in the General Fund by Resolution No. 3, Series 2021, as proposed.
2. Discuss alternatives to this grant funding and related pass-through expenditure to FECWS and/or modify Resolution No. 3, Series 2021.
3. Decline to approve receipt of grant funds and the related expenditure and/or decline to approve Resolution No. 3, Series 2021.

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**RECOMMENDATION:**

Approve the receipt of grant funds from Lane County Health & Human Services and a pass-through expenditure in the amount of \$31,000. As discussed, this is a zero-net cost to the City. Approve the related supplemental budget action to increase revenues and expenditures in the General Fund by Resolution No. 3, Series 2021, as proposed.

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**AIS PREPARED BY:** Erin Reynolds – City Manager

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**CITY MANAGER'S  
RECOMMENDATION:**

Approve

Disapprove

Other

Comments:

*ER Reynolds*

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**ITEM'S ATTACHED:**

**Attachment 1** – Proposed Resolution No. 3, Series 2021

For Background Reference on the initial City Council action related to the [Florence Emergency Cold Weather Shelter](http://www.standrewsflorence.org/florence-emergency-cold-weather-shelter.html) (FECWS) (<http://www.standrewsflorence.org/florence-emergency-cold-weather-shelter.html>) and the resulting partnership between the City and Lane County to address winter housing strategies in light of the COVID-19 public health emergency: [November 16, 2020 – City Council Meeting](https://www.ci.florence.or.us/council/city-council-meeting-195) (<https://www.ci.florence.or.us/council/city-council-meeting-195>)

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**CITY OF FLORENCE  
RESOLUTION NO. 3, SERIES 2021**

**A Resolution adopting appropriations for pass-through grant funding and expenditure to support the Florence Emergency Cold Weather Shelter (FECWS) Pallet Shelter Program**

RECITALS:

1. Certain needs have arisen that could not be foreseen during the biennium that require adjustment to the 2019-2021 biennium budget appropriations, and;
2. ORS 294.471 allows for one or more supplemental budgets for a pressing necessity that could not reasonably be foreseen when preparing the original budget or previous supplemental budgets for the current year or current budget period and that requires prompt action.
3. As presented to the City Council at the November 16, 2020 and January 25, 2021 Meetings, the City is in receipt of pass-through CARES ACT Grant funding from Lane County with a related expenditure to support the Florence Emergency Cold Weather Shelter (FECWS) Pallet Shelter Program.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. The City Council of the City of Florence approves the following appropriation adjustments for the 2019-2021 Biennium:

<b>General Fund</b>	
Revenues Intergovernmental  \$31,000	Expenditures Non-Departmental  \$31,000

2. This resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 25<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joe Henry, Mayor

Attest:

\_\_\_\_\_  
Kelli Weese, City Recorder



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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 5  
Meeting Date: Jan 25, 2021  
Department: Admin Svs Dept.

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**ITEM TITLE:** Resolution Amending Resolution No. 24, Series 2020, Approving the Allocation of \$40,000 of CARES Act Funds for a Utility Relief Program.

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**DISCUSSION/ISSUE:**

On September 21, 2020, Council approved Resolution No.24, Series 2020 allocating \$40,000 of Coronavirus Aid, Relief, and Economic Security (CARES) funding received from the State to fund utility relief to City residential customers affected by COVID. This assistance was to provide funding for utility bills of low-income Florence residents who have been affected by COVID during the period of March 1 through December 30, 2020.

The City received \$316,255 of CARES Act funding, which was to be applied to COVID-related costs incurred by the City from March 1 through December 30, 2020. On December 17, 2020, the President signed the Consolidated Appropriations Act of 2021 (the "Act"). The Act extends the deadline to incur expenses eligible for reimbursement with CARES Act funds to December 31, 2021. The City's agreement with the State has been extended to June 30, 2021. This does not provide additional funds to the City.

As of December 31, 2020, \$11,042.65 in assistance vouchers have been issued by Siuslaw Outreach Services and they have received \$1,104.27 in administrative fees from the City for administering the program. The program was slow to start, but \$3,492.39 in aid was received by qualified residents in December 2020.

\$27,853 remains of the \$40,000 approved by Council and there is still need in the community for this assistance. Council is requested to extend the December 30, 2020 deadline to June 30, 2021 to make the remaining balance of the program available to those who still are facing difficulties due to COVID and restrictions in place to fight the virus.

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**FISCAL IMPACT:**

The extension of the program will not have a financial impact to the City. It would extend the time to utilize the remaining earmarked funding of the CARES Act grant.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

The proposed plan would help with both goals 1 and 2. City service delivery and the livability and quality of life.

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**ALTERNATIVES:** The Council may choose to:

1. Approve Resolution No. 4, Series 2021 amending Resolution No. 24, Series 2020, or;
2. Not approve Resolution No. 4, Series 2021.

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**RECOMMENDATION:**

Staff recommends amending Resolution No. 24, Series 2020.

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**AIS PREPARED BY:** Anne Baker, Administrative Services Department Director

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**CITY MANAGER'S RECOMMENDATION:**  Approve  Disapprove  Other

Comments: *ER Reynolds*

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**ITEM'S ATTACHED:** Resolution No. 4, Series 2021

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**CITY OF FLORENCE  
RESOLUTION NO. 4, SERIES 2021**

**A Resolution Extending the Timeline for the City of Florence's Utility Relief Program and amending Resolution No. 24, Series 2020.**

RECITALS:

1. The City of Florence entered into an agreement to accept Coronavirus Aid, Relief, and Economic Security Act (CARES) funding from the State, and;
2. On December 17, 2020 the President signed the Consolidated Appropriations Act of 2021 (the "Act") extending the deadline to expend CARES Act funds to December 31, 2021, and;
3. In response to the Federal extension of the CARES Act deadline, the State has extended the City's timeframe for eligible expenses to June 30, 2021.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. Amends Resolution No. 24, Series 2020 to extend the utility relief program to June 30, 2021 or the remaining balance of the \$40,000 in CARES Act funding allocated to this program is spent, whichever should come first.
2. This resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 25<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joe Henry, Mayor

Attest:

\_\_\_\_\_  
Kelli Weese, City Recorder

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 6  
**Meeting Date:** January 25, 2021  
**Department:** Public Works

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**ITEM TITLE:** Single Source Authorization for the installation, integration and commissioning of a Variable Frequency Drive (VFD) unit from The Automation Group (TAG)

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**DISCUSSION/ISSUE:**

In September 2020, City Council approved the purchase of an Aerzen Delta hybrid screw blower to replace one on the air blowers at the wastewater treatment plant. This new blower (which is scheduled for delivery in February 2021) provides the aeration necessary for the wastewater treatment process to keep bacteria suspended and allow solids to be separated from liquids (flocculation) which is essential for proper wastewater treatment.

In order to expediate the installation of the new blower, the City elected to purchase and install the blower utilizing its own talented staff. However, there are items, such as electrical work that requires licensed and bonded professionals. The installation, integration and commissioning of the Variable Frequency Drive (VFD) unit is one such specialty item that City staff cannot perform.

In addition, the installation of the VFD requires complex programming to integrate the new hybrid blower into the wastewater treatment plant Supervisory Control and Data Acquisition (SCADA) system. Since 2000, The Automation Group (TAG) has been our specialty contractor for SCADA, telemetry, and process control instrumentation at the Wastewater Treatment Plant. In 2012, TAG was selected to provide all of the City's SCADA and instrumentation service at both the water and wastewater systems. With TAG's extensive knowledge of the City systems, we have benefited greatly by lowering costs and providing high quality service.

An additional benefit to having TAG perform this work, is that through their certified start up process, the blower VFD equipment will carry an additional two-year warranty period from the blower manufacturer.

With Council approval of the single source resolution, the City will enter into an installation, integration and commissioning agreement for the VFD.

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**FISCAL IMPACT:**

The proposal from TAG is \$49,819. Funding for this project was included in the Financial Budget and Forecast report dated June 8, 2020. There is adequate funding available for the installation of this specialty equipment.

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<b>Specific Available Funds</b>	<b>Budget</b>
Wastewater Equipment Capital Outlay	\$350,000
Less engineering services for project	<\$87,605>
Less Hybrid Blower Purchase	<\$71,956>
Less direct purchase of VFD	<\$26,475>
<b>Available for Equipment and Install</b>	<b>\$163,964</b>

<b>Items</b>	<b>Costs</b>
Variable Frequency Drive installation, integration & commissioning	\$49,819
Installation and building modifications (reserve estimate)	\$100,000
<b>Cost of blower, VFD and installation</b>	<b>\$149,819</b>

During the 2019-21 biennium we specifically targeted \$350,000 for the replacement of the aeration blower during the second year of the biennium. After deducting the engineering services portion of the project, the purchase of the actual blower unit, and the direct purchase of the VFD, we have \$163,964 available for the installation, integration, and commissioning of the VFD, and modifications to the blower building. The proposal from TAG for the installation, integration and commissioning of the VFD is \$49,819.

With an installation, mechanical and building modification budget of \$100,000 remaining, this is more than adequate to complete this important priority project at the wastewater treatment plant.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

- City Service Delivery – improving, maintaining and enhancing our infrastructure as feasible.
- Livability & Quality of Life - implementing the City’s 2019-21 Capital Improvement Program while being responsive to our community’s needs with efficient, effective and sustainable service delivery.
- Economic Development – providing capital reinvestment into the wastewater treatment plant further enhancing the community’s initial investment in wastewater treatment.
- Communication & Trust – strengthening citizen trust by providing cost effective and efficient equipment in the operations of the wastewater treatment plant.
- Financial & Organizational Sustainability – purchasing specialized equipment that supports current and future needs.

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**ALTERNATIVES:**

1. Accept the proposal from TAG
  2. Do not approve
  3. Direct staff to prepare a formal Request for Proposals for the installation, integration and commissioning of the VFD unit for the Aerzen Delta hybrid screw blower.
-

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**RECOMMENDATION:**

Staff recommends that the City Council approve Resolution No. 5, Series 2021 authorizing the City Manager to enter into a single source agreement with TAG for the installation, integration and commissioning of the VFD equipment for the new aeration blower at the wastewater treatment plant.

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**AIS PREPARED BY:** Mike Miller, Public Works Director

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**CITY MANAGER'S RECOMMENDATION:**  Approve  Disapprove  Other  
Comments: *ER Reynolds*

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**ITEM'S ATTACHED:** Attachment 1 – Resolution No. 5, Series 2021

Items available for Reference:

- July 20, 2020 City Council Materials (starting on page 200)  
[https://www.ci.florence.or.us/sites/default/files/fileattachments/mayor\\_and\\_council/meeting/packets/14121/7.20.20\\_cc\\_mtg\\_materials.pdf](https://www.ci.florence.or.us/sites/default/files/fileattachments/mayor_and_council/meeting/packets/14121/7.20.20_cc_mtg_materials.pdf)
  - September 21, 2020 City Council Materials (starting on page 21)  
[https://www.ci.florence.or.us/sites/default/files/fileattachments/mayor\\_and\\_council/meeting/packets/14151/9.21.20\\_cc\\_mtg\\_materials.pdf](https://www.ci.florence.or.us/sites/default/files/fileattachments/mayor_and_council/meeting/packets/14151/9.21.20_cc_mtg_materials.pdf)
  - September 21, 2020 Council Meeting presentation on the Aerzen Delta Hybrid Screw Blower (starting on page 7)  
[https://www.ci.florence.or.us/sites/default/files/fileattachments/mayor\\_and\\_council/meeting/packets/14151/9.21.20\\_cc\\_mtg\\_-\\_presentations\\_-\\_updated\\_9.21.20.pdf](https://www.ci.florence.or.us/sites/default/files/fileattachments/mayor_and_council/meeting/packets/14151/9.21.20_cc_mtg_-_presentations_-_updated_9.21.20.pdf)
-

**CITY OF FLORENCE  
RESOLUTION NO. 5, SERIES 2021**

**A Resolution Authorizing the City of Florence, Oregon to Enter into a Single Source Purchase Agreement in the Amount of \$49,819 with The Automation Group to install, integrate and commission a variable frequency drive unit for the City Wastewater Treatment Plant.**

**RECITALS:**

1. That the Public Works Department has researched and determined the need to replace one of the air blowers at the wastewater treatment plant.
2. That as part of the new blower project, a variable frequency drive (VFD) unit needs to be installed, integrated and commissioned by a specialty contractor.
3. That The Automation Group (TAG) has the expertise necessary to complete the project and has been providing these services to the City since 2000.
4. That funding is available in FY2019-21 Biennium Adopted Budget from the Wastewater Capital Outlay fund.
5. Specifically, funding for this project is from the well rehabilitation program.

Based on these findings,

**THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:**

1. The City Manager is authorized to proceed and enter into the Purchase Agreement between TAG and the City of Florence, Oregon in the amount of \$49,819 for the installation, integration and commissioning of the VFD unit for the new Aerzen Delta hybrid screw blower.
2. This Resolution shall become effective immediately upon adoption.

**ADOPTION:**

This Resolution is passed and adopted on the 25<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Joe Henry, Mayor

Attest:

\_\_\_\_\_  
Kelli Weese, City Recorder

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 7  
**Meeting Date:** January 25, 2021  
**Department:** City Council

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**ITEM TITLE:** Approval of Minutes

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**DISCUSSION/ISSUE:**

Consider approval of the draft minutes listed below.  
Materials distributed during City Council meetings can be found on the City of Florence's website at [www.ci.florence.or.us](http://www.ci.florence.or.us) under the calendar date for each particular meeting. In addition, all items pertaining to the meeting including the meeting agenda, materials and items distributed, as well as electronic audio/video recordings of the meeting, are referenced at the top of each set of approved minutes, and can be referenced either on the City's website or upon request of the City Recorder.

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**FISCAL IMPACT:**

Minutes incur staff time for compilation / retention and have no other fiscal impacts.

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**RELEVANCE TO ADOPTED COUNCIL GOALS:**

Goal 1: Deliver efficient and cost-effective city services.

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**ALTERNATIVES:**

1. Approve the minutes as presented
2. Review and approve the minutes with modifications

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**RECOMMENDATION:**

Approve the minutes as presented

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**AIS PREPARED BY:** Kelli Weese, City Recorder

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**CITY MANAGER'S RECOMMENDATION:**  Approve       Disapprove       Other

Comments: *ERReynolds*

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**ITEM'S ATTACHED:** **Attachment 1** – Draft 1.8.21 City Council Special Meeting Minutes  
**Attachment 2** – Draft 1.11.21 City Council Afternoon Special Meeting Minutes  
**Attachment 3** – Draft 1.11.21 City Council Special Meeting Minutes

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*This document is supplemented by agenda packet materials, meeting materials distributed and electronic audio / video recordings of the meeting and may be reviewed upon request to the City Recorder.*

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**City of Florence  
City Council Special Session  
Florence City Hall  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
January 8, 2021**

---

**COVID-19 UPDATE**

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference and shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>.

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Councilors Present: Mayor Joe Henry, Councilors Woody Woodbury,  
(Videoconference) Sally Wantz and Bill Meyer.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, City Project Manager / PIO  
(In person and Megan Messmer and City Recorder / Economic  
via Videoconference) Development Coordinator Kelli Weese.

Guests Present: Council Candidates Jo Beaudreau, Maggie Bagon, Joel  
(Videoconference) Marks, Brian Jagoe and Dianna Allison.

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

Meeting called to order at 10:00 a.m.

Handout: 1.8.21 City Council Special Meeting Agenda Outline  
Presentation

## **DISCUSSION ITEMS**

### **1. CITY COUNCIL RECRUITMENT**

Perform interviews for the vacant City Council position.

Discussion: Mayor Henry provided an overview of the process for the interviews

Handout: Interview Questions

Start Time: 10:02 a.m.

Candidate 1: Jo Beaudreau

Ms. Beaudreau answered the questions presented by the Council including discussions on...

- Ms. Beaudreau's experience and work in the Florence community and at the City;
- Ms. Beaudreau's belief in the ingenuity of the City's small businesses and volunteerism, and concerns for the division and lack of diversity in leadership within the community, and the City's Committee structure / policies;
- Ms. Beaudreau's thoughts concerning how to best work with local businesses in terms of communication and advocacy for businesses and concerns for feelings of abandonment, harassment and retaliation;
- Ms. Beaudreau's recommendations for Council action toward inclusion, quality-of-life initiatives including parks and recreation;
- Ms. Beaudreau's statement that she harbors no hard feelings during the election running against Mayor Henry, and Mayor Henry's statement that he did not enjoy the experience;
- Councilor Woodbury's concerns for Ms. Beaudreau's actions towards Mayor Henry and the Council and Ms. Beaudreau's concerns for prior actions of the Council;

Start Time: 10:41 a.m.

Candidate 2: Maggie Bagon

Ms. Bagon answered the questions presented by the Council including discussions on...

- Ms. Bagon's experience and work in the Florence community and at the City;
- Ms. Bagon's appreciation for the volunteerism of Florence and belief in the need for higher wage jobs and workforce housing for both permanent and temporary workforce;

- Ms. Bagon’s thoughts concerning ways for the City to participate towards the climate emergency;
- Ms. Bagon’s belief in the need for a working-class voice on the City Council and the need for diversity across all of the City’s leadership positions;

Start Time: 11:05 a.m.

Discussion: The City Council discussed...

- The process for the Council to deliberate toward the appointment and tentative decision to save comments until the Council meeting on Monday night.

The Council took a break from 11:06 a.m. to 12:54 p.m.

Start Time: 12:54 p.m.

Discussion: The City Council discussed...

- Updates to the City Council calendar.

Start Time: 12:57 p.m.

Candidate 3: Joel Marks

Mr. Marks answered the questions presented by the Council including discussions on...

- Mr. Marks’s experience and work in the Florence community and at the City;
- Mr. Marks’s work with various types of individuals of different political persuasions;
- Mr. Marks’s belief in the potential for business growth in Florence and concerns for the COVID-19 lockdowns;
- Mr. Marks’s thoughts towards work the City can and is doing to support affordable housing and homelessness;
- Mr. Marks’s belief in the need for additional Hwy 101 improvements;
- Mr. Marks’s appreciation for the work of staff in particular in the establishment of the City’s budget;

The Council took a break from 1:23 p.m. to 1:42 p.m.

Start Time: 1:42 p.m.

Candidate 4: Brian Jagoe

Mr. Jagoe answered the questions presented by the Council including discussions on...

- Mr. Jagoe’s experience and work in the Florence community and at the City;

- Mr. Jagoe’s role as a City Council and reasons for leaving;
- Mr. Jagoe’s thoughts on next steps towards supporting affordable housing development in Florence;
- Mr. Jagoe’s concerns for over taxation of small businesses and the need to support businesses during COVIDI-19 restrictions;

Start Time: 2:00 p.m.  
 Candidate 5: Dianna Allison

Ms. Allison answered the questions presented by the Council including discussions on...

- Ms. Allison’s experience and work in the Florence community and at the City;
- Ms. Allison’s appreciation for the quality of people in Florence;
- Ms. Allison’s concerns for the COVID-19 closures and their impacts on small businesses;
- Ms. Allison’s belief’s in the need for cleaning up the City’s current housing stock, particularly apartments in the community;

Start Time: 2:19 p.m.  
 Discussion:

The City Council discussed the next steps with the appointment process including...

- Clarification of the paper ballot tool and other methods to deliberate as the City Council;
- Appreciation for the interviews from each of the candidates;

**REPORT & DISCUSSION ITEMS**

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

Discussion: None

**3. CITY COUNCIL REPORT & DISCUSSION ITEMS**

Discussion: None

Meeting adjourned at 2:35 p.m.

**ATTEST:**

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Joe Henry, Mayor

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Kelli Weese, City Recorder

DRAFT

*This document is supplemented by agenda packet materials, meeting materials distributed and electronic audio / video recordings of the meeting and may be reviewed upon request to the City Recorder.*

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**City of Florence  
City Council Special Session  
Florence City Hall  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
January 11, 2021**

---

**COVID-19 UPDATE**

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference and shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>.

---

Councilors Present: Mayor Joe Henry, Councilors Woody Woodbury,  
(Videoconference) Sally Wantz and Bill Meyer.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, City Project Manager / PIO  
(In person and Megan Messmer and City Recorder / Economic  
via Videoconference) Development Coordinator Kelli Weese.

Guests Present: Council Candidate Margaret Wisniewski  
(Videoconference)

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

Meeting called to order at 1:00 p.m.

The City Council did not perform the pledge of allegiance.

**DISCUSSION ITEMS**

**1. CITY COUNCIL RECRUITMENT**

Perform interviews for the vacant City Council position.

Start Time: 1:01 p.m.

Candidate 1: Margaret Wisniewski

Ms. Wisniewski answered the questions presented by the Council including discussions on...

- Ms. Wisniewski's experience and work in the Florence community and at the City;
- Ms. Wisniewski's involvement in groups with a variety of political opinions;
- Ms. Wisniewski's appreciation for the work of staff in supporting Florence's businesses during the COVID-19 crisis;
- Ms. Wisniewski's appreciation for the work of the police department and the internet / fiber infrastructure in the community;
- Ms. Wisniewski's beliefs in methods to support the homeless population in Florence;

Meeting adjourned at 1:24 p.m.

**ATTEST:**

\_\_\_\_\_  
Joe Henry, Mayor

\_\_\_\_\_  
Kelli Weese, City Recorder

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**City of Florence  
City Council Special Session  
Florence City Hall  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
January 11, 2021**

---

**COVID-19 UPDATE**

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference and shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>.

---

Councilors Present: Mayor Joe Henry, Councilors Woody Woodbury,  
(Videoconference) Sally Wantz and Bill Meyer.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, Chief of Police Tom Turner and  
(In person and City Recorder / Economic Development Coordinator Kelli  
via Videoconference) Weese.

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

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

**ACTION ITEM**

**1. CITY COUNCIL VACANCY DELIBERATION, VOTE AND APPOINTMENT**

Consider the applicants for the City Council vacancy and make final determination on City Council vacancy appointment.

Start Time: 6:01 p.m.

Preliminary Vote: The City Council held a first preliminary 'paper ballot' vote. The top candidate choices for each of the Councilors were as follows:

- Councilor Woodbury – Margeret Wisniewski



- Councilor Wantz – Jo Beaudreau
- Councilor Meyer – Joel Marks
- Mayor Henry – Margaret Wisniewski

Discussion: The City Council discussed the reasons for their top choice candidates, including discussion on...

- Councilor Wantz’s belief in the importance of diversity on the City Council and Ms. Beaudreau’s ability to provide diversity, as well as Ms. Beaudreau’s qualities of creativity, and boldness;
- Ms. Beadureau’s receipt of 2,700 votes (49% of citizens) during the November election and the needs to listen to that portion of the population;
- Councilor Meyer’s thoughts on the appointment of Mr. Joel Marks to the City Council due to his fiscal experience, but belief that his second choice was Ms. Margaret Wisniewski;
- Councilor Woodbury’s support for Ms. Margaret Wisniewski through her years of experience in financial analysis, volunteerism and her views of non-partisanship;
- Mayor Henry’s statement that Ms. Margaret Wisniewski received nearly 1,000 votes in a write-in campaign, and his beliefs that was a lot more work than being on the ballot;
- Mayor Henry’s belief in the support for Ms. Margaret Wisniewski in the community through the signatures they received from local businesses;
- Councilor Wantz’s query of the City Councilors financial experience and her belief in the need for additional types of experience on the Council;

Preliminary Vote: The City Council held a second preliminary ‘paper ballot’ vote. The top candidate choices for each of the Councilors were as follows:

- Councilor Meyer – Margaret Wisniewski
- Councilor Wantz – Jo Beaudreau
- Councilor Woodbury – Margaret Wisniewski
- Mayor Henry – Margaret Wisniewski

Action: Appoint Ms. Margaret Wisnewski to the vacant position on the Florence City Council.

Motion: Councilor Meyer

Second: Councilor Woodbury

Roll Call Vote: Councilor Woodbury, ‘Aye’

Councilor Meyer, 'Aye'  
Councilor Wantz, 'Nay'  
Mayor Henry, 'Aye'  
Motion passes 3-1.

## **CONSENT AGENDA**

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

Consider approval of the January 4, 2021 Retiring and Incoming Council meeting minutes.

Start Time: 5:54 p.m.  
Action: Approval of the Consent Agenda as presented  
Motion: Mayor Henry  
Second: Councilor Wantz  
Roll Call Vote: Councilor Wantz, 'Aye'  
Councilor Meyer, 'Aye'  
Councilor Woodbury, 'Aye'  
Mayor Henry, 'Aye'  
Motion passes unanimously

## **REPORT & DISCUSSION ITEMS**

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

Start Time: 5:55 p.m.  
Discussion: The City Council discussed...

- Upcoming City Meetings and Events;
- Current COVID-19 regulations and location of current case counts within Lane County;
- Next steps in communication with the Council applicants;

Comments: All Councilors present

### **4. CITY COUNCIL REPORT & DISCUSSION ITEMS**

Start Time: 6:00 p.m.  
Discussion: The City Council discussed...

- Councilor Meyer contacted Ms. Wisniewski via phone and congratulated her for her appointment;
- Upcoming City meetings and activities;
- Concerns for the national news and riots in Washington D.C. and Chief Turner's work toward preparations;

- Mayor Henry’s interview with KEZI in Eugene regarding restaurant reopening in violation of Governor’s guidelines;
- Comments: All Councilors present

Meeting adjourned at 6:14 p.m.

**ATTEST:**

\_\_\_\_\_  
Joe Henry, Mayor

\_\_\_\_\_  
Kelli Weese, City Recorder

DRAFT

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 8  
Meeting Date: January 25, 2021  
Department: Various

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**ITEM TITLE:** GENERAL REPORTS – *Council Question & Answer Only – No Presentations*

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- December Committee, Commission & Volunteer Reports

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:**  
Meeting Date: January 25, 2021  
Department: All

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**ITEM TITLE:** Commission, Committee & Volunteers Report – December 2020

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**DISCUSSION/ISSUE:**

**Airport Volunteers**

Department: Public Works

Staff: Mike Miller – Public Works Director

Volunteers from the Airport Volunteer Group is in standby mode until restrictions related to COVID-19 are lifted.

**Audit Ad-Hoc Committee**

Department: Finance

Staff: TBD

No report.

**Budget Committee**

Department: Finance

Chairperson: TBD

No report.

**Community & Economic Development Committee**

Department: Administration

Chairperson: Robbie Wright

CEDC took the month of December off to enjoy the holidays. In January and February the committee will prepare to accept new committee members, have committee training, appoint a new chairperson, and begin work on the Council-direct work plan.

**Environmental Management Advisory Committee (EMAC)**

Department: Planning

Chairperson: Katie Prosser

No Meeting. Nothing to report.

**Florence Events Center Volunteers / Friends of the FEC**

Department: Florence Events Center

President: Kirk Mlinek

No Report.

**Florence Urban Renewal Agency**

Department: Administrative

Staff: Kelli Weese – City Recorder / Eco.  
Devo.

The Urban Renewal Agency did not meet in December.

<b>Florence Urban Renewal Agency Budget Committee</b>	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	
<b>Parks Volunteers</b>	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
No Report.	
<b>Planning Commission</b>	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
No Report.	
<b>Police Auxiliary</b>	
<u>Department:</u> Police	<u>Director:</u> Len Larson
No report.	
<b>Police Reserve Officers</b>	
<u>Department:</u> Police	<u>Staff:</u> Tom Turner – Police Chief
Program not active	
<b>Public Arts Committee</b>	
<u>Department:</u> Administrative	<u>Chairperson:</u> Harlen Springer and <u>Vice-Chairperson</u> Jo Beaudreau
See Attachment 1	
<b>Transportation Committee (TC)</b>	
<u>Department:</u> Planning	<u>Chairperson:</u> Bob Steele
No Report.	

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**FISCAL IMPACT:**

The fiscal impact of the committees and volunteer groups varies depending on their scope of work. Staff time is allocated to support the committees, and ensure committees comply with Oregon public meetings laws by preparing and posting agendas and minutes and/or digital recordings for meetings.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

Goal 1: Deliver efficient and cost-effective city services.

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**AIS PREPARED BY:** Report written by Committee members and/or City of Florence staff and compiled by Kelli Weese, City Recorder

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**CITY MANAGER'S RECOMMENDATION:**  Approve  Disapprove  Other  
Comments:

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**ITEM'S ATTACHED:** Attachment 1 – Public Arts Committee Report

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## December 2020 Public Art Committee Council Report

### Items Listed Below Pertain to the Arts in Our Area

Formatting is not the best due to Google Docs & info get put with other City Committee Reports

Images are included to assist readers and provide better context of content.

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### Continuing Education TBA

#### *Archived Continuing Education*

- Why is this painting so shocking?: [youtube.com/watch?v=DJnH5CPCImY](https://www.youtube.com/watch?v=DJnH5CPCImY)
- The Death of Socrates: How to Read A Painting: [youtube.com/watch?v=rKhfFBbVtFg](https://www.youtube.com/watch?v=rKhfFBbVtFg)
- Caravaggio: Master of Light: [youtube.com/watch?v=R1lcb\\_7gj5k](https://www.youtube.com/watch?v=R1lcb_7gj5k)
- Art Therapize Yourself: [youtube.com/watch?v=ns1JLumRZCA](https://www.youtube.com/watch?v=ns1JLumRZCA)
- When Art Restoration Goes Right? [youtube.com/watch?v=\\_D1aB45KjMc](https://www.youtube.com/watch?v=_D1aB45KjMc)
- What this Photo Doesn't Show: <https://www.youtube.com/watch?v=3AVNhTi9pzM>
- Art That Was Never Finished: [youtube.com/watch?v=-VDVo9akCiQ](https://www.youtube.com/watch?v=-VDVo9akCiQ)
- Art that Bring Me Comfort: [youtube.com/watch?v=UNYcC4WvqO4](https://www.youtube.com/watch?v=UNYcC4WvqO4):
- How to Look at Public Art: [youtube.com/watch?v=MNO14EzuPM4](https://www.youtube.com/watch?v=MNO14EzuPM4)
- Why Murals: [youtube.com/watch?v=TS1oPqP2qyY](https://www.youtube.com/watch?v=TS1oPqP2qyY)
- Where the 1960;s “Psychedelic” Look Came From: [youtube.com/watch?v=9vuqI2v2IRs](https://www.youtube.com/watch?v=9vuqI2v2IRs)
- Art & Empathy: [youtube.com/watch?v=zOW4YVEaTKI](https://www.youtube.com/watch?v=zOW4YVEaTKI)

### PAC Narrative City Council Report for December 2020



The Public Arts Program Committee met on November 30th at 4pm. The committee reviewed what a Master Arts Plan might look like and what would need to go into this process.



Presentations were provided to inspire and see what other communities of various sizes and interests. Committee members were provided a worksheet to do research on what communities are doing and are requested to report back in January with their findings.

Questions include.....

About the Public Art Program:

1. Community Name:
2. Community Population:
3. When was the Public Art Program founded?
4. Who advises on the program? A Council, Commission, or Committee? Other? None?
5. What is the Mission of the program? (this may be located in the master plan)
6. What are some highlights of the program? Any interesting programs or projects that you like?
7. Is there anything that you do not like about the program?
8. Is there anything else that you want to share about this community?

About the Master Plan for their Community:

1. Does the above community have a Public Art master plan?
2. When was it created?
3. How long is it?  
How many pages? How many sections?
4. What is the goals of the program?
5. What are the funding strategies that are laid out in the master plan?
6. What do you like about the master plan? Is it easy to read? Lots of pictures?
7. What do you not like about the master plan?
8. What else would you like to share about this master plan?

Agenda & Presentation:

[https://www.ci.florence.or.us/sites/default/files/fileattachments/public\\_art\\_committee/meeting/packets/16071/11.30.20\\_pac\\_meeting\\_materials\\_-\\_final.pdf](https://www.ci.florence.or.us/sites/default/files/fileattachments/public_art_committee/meeting/packets/16071/11.30.20_pac_meeting_materials_-_final.pdf)

Information about this meeting is here:

<https://www.ci.florence.or.us/bc-pac/public-arts-committee-meeting-1>

Example Master Plans:

[https://www.ci.florence.or.us/sites/default/files/fileattachments/public\\_art\\_committee/meeting/packets/16071/combined\\_master\\_plans\\_-\\_11.30.2020.pdf](https://www.ci.florence.or.us/sites/default/files/fileattachments/public_art_committee/meeting/packets/16071/combined_master_plans_-_11.30.2020.pdf)

Watch Meeting HERE: <https://vimeo.com/486028010>

# The Future of Florence's Public Arts Program is Here!



Siuslaw News Coverage of Meeting Published on December 2nd, 2020:

## Public Art Committee begins work on a Master Art Plan

By MARK BRENNAN  
SIUSLAW NEWS

The Florence Public Art Committee (PAC) met remotely for its regular session on Nov. 30. The committee is tasked with providing information and direction to the Florence City Council regarding ways that public art can be promoted and displayed around town.

The work previously done by PAC has received mixed reviews from the city council and community members, and the future of the committee has been clouded by changes in funding, support levels and the enthusiasm of committee members.

The recent presentations made by all city committees and commissions to the council, at a Nov. 16 meeting, detailed the work PAC has done in the past few years, while providing data which supports the premise that public art translates directly into economic benefits for the city.

One way that PAC and city staff have decided to improve the public perception of the work they do is by increasing the opportunities for community input earlier in the process of selecting and placing art in public spaces.

To that end, the main discussions of the meeting centered around the creation of a revised master plan for the city's future art related decisions.

At Monday's meeting, Chairperson Harlen Springer welcomed members, City Recorder Kelli Weese and Economic Development Catalyst Sarah Moehrke to the meeting, and, after a slight delay to establish a quorum, took role with PAC members Christine Santiago, Patty Williams and Karl Engel absent.

Springer has been the lead personality and at times a lightning rod for PAC since its inception, leading the group through the establishment of the committee and the funding for the purchase of pieces.

See ART page 6A

### ART from page 1A

For Springer, taking a fresh look at the PAC work plan and taking into consideration the changing nature of local economics was the primary reason for the evening's main agenda item: to update and modify a Master Art Plan for the city.

"When we started this committee, about six years ago, this is how we started. We went out and asked a lot of other cities what they were doing, because many other cities have been doing this for a while and they have been doing it very well," he said. "To date, we have completed 15 projects, including sculptures, murals and small projects with the schools. One of these, the 'Art Exposed' outdoor rotating gallery, gives the community fresh artwork to enjoy every two years at a very low cost to the city."

Artwork included in the gallery, located along Bay Street in Historic Old Town Florence, is for sale and the City of Florence receives a commission for pieces sold.

Springer went on to discuss the benefits of utilizing plans created by other cities as templates for the Florence Master Art Plan and cited specific examples of the work done to this point in the life of PAC.

Springer went on to discuss

One of the "homework" assignments given to PAC members was a request from Moehrke that they investigate other places that they might know of or have heard about and report

members was minimal while listening to the presentations and the committee turned its attention back to Springer as he prepared to close the meeting. He did so with an unexpected, but not surprising announcement.

time for new voices and new perspectives, new vision and new ideas."

At this time, he submitted a gracious letter to the committee and to the Florence City Council detailing his experiences during his tenure on PAC. He also assured members he will remain active both in his role as a commissioner on the Oregon Arts Commission, and also as an avid supporter of the arts in general.

He was also effusive in his praise of the work done by staff in support of his and PAC efforts.

"I want to give a big thank you to all former and current members of PAC for their hard work and dedication to this exciting and successful committee," he said.

Springer was lauded by staff and other PAC members for the work he has done, as well as his dedication to the mission of spreading public art and its economic benefits before the meeting was adjourned.

For more information about PAC, visit [www.ci.florence.or.us/bc-pac](http://www.ci.florence.or.us/bc-pac).

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**"I believe that organizations and groups do best when they refresh themselves from time to time. I think with a new workplan and a new council in place this is a time for refreshing, so I will not be seeking another term on the committee. I think that is good for the committee and I think that is good for the community. It's time for new voices and new perspectives, new vision and new ideas."**

— Florence Public Art Committee Chairperson Harlen Springer

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Following this, Moehrke and PAC Vice Chairperson Jo Beaudreau presented examples of other cities' art projects, funding organizations and future plans.

The two reviewed plans gleaned from differently sized cities and in different geographical areas of the country. San Jose, Calif., Hillsboro and Baker City, Ore., and Chicago, Ill.,

back to PAC on the plans.

The information, she suggested, would be helpful, including the date the city program was started, highlights of the program, which aspects the members liked and disliked and what elements might be appropriately included in a revised Florence Master Art Plan.

The discussion among PAC

"I believe that organizations and groups do best when they refresh themselves from time to time. I think with a new workplan and a new council in place this is a time for refreshing, so I will not be seeking another term on the committee," Springer said. "I think that is good for the committee and I think that is good for the community. It's

View Point from Harlen published in the Siuslaw News on December 2nd, 2020:

## Public art will continue to contribute to community

I will be completing my second three-year term on the Florence Public Art Committee (PAC) this year. Prior to that, I formed a steering committee that developed the original concept of public art in Florence and we presented it to the city council and gained approval to form the first Florence Public Arts Committee (PAC).

I am honored to have been elected to chair the committee every year during this period and am extremely proud of all that we have accomplished in the last six years.

Prior to initiating any projects, the committee did extensive research of public arts programs in other cities within Oregon, in other states and throughout the world to find “best practices” that were being used. We also talked in-person to public art officials in several key cities, including Newport, Eugene, Redmond, Joseph and Lake Oswego.

We then discussed, at length, what would be the best approach in Florence, and developed a mission statement, which we have followed in all our work and is still relevant today. A set of by-laws and guidelines were also developed, as well as a comprehensive grant management plan.

We began presenting our ideas to organizations in the community including the Port of Siuslaw, Rotary, City Club and homeowner groups. We found support from these groups as well as individuals in the community, and we began our work by developing a plan with the Port to install a sculpture with a nautical theme from a local artist (which was funded with a grant and a private cash donation).

We also presented our concepts and plans to the Florence Urban Renewal Agency (FURA) and received our initial funding from that agency.

After much discussion, the committee made a decision to offer a variety of themes and mediums for maximum appeal to the community. As a result, we have a wide range of artwork in-

cluding: nautical themes, a totem pole, a running horse, ravens, tall spires and a large heart, as well as a mural depicting Florence’s history and landmarks.

To date, we have completed 15 art projects, including sculptures, murals and small projects with the schools. This was achieved due to the hard work of individuals on the committee who formed sub-committees to focus on each project.

### GUEST VIEWPOINT

By Harlen Springer  
Public Arts Committee (PAC) Chair

One of these, the “Art Exposed” outdoor rotating gallery, gives the community fresh artwork to enjoy every two years at a very low cost to the City. The artwork is also for sale and the City received a commission on the piece that was sold during the first round of the program.

The PAC mission statement is consistent with one of the City’s five major goals — economic development. We have presented data that shows the economic impact of the arts. In Eugene, it is over \$60 million and in Lincoln County it is over \$10 million.

Specifically, here in Florence, PAC has placed artwork valued at almost \$160,000 for the community to enjoy at a cost to the City of less than \$50,000 — a 220 percent return on investment.

During this time, we have learned a number of important things; not just how to attract, judge and install artwork, but how to best engage with the community and encourage input into our process.

Art is extremely subjective and sometimes elicits strong opinions. We have recommitted ourselves to ensuring that we maintain an open and transparent process, particularly with the city council. We recognize that not everyone will agree with each piece of artwork that is selected, but we are

committed to a thorough evaluation process that encourages as much input as possible. Having a community discussion about art is a *good* thing, and should be encouraged.

Along the way, we have been recognized for our efforts, with an award from the Chamber of Commerce for “Innovation in Business” for 2018, as well as recognition from the CEO and the Commissioners from Travel Oregon who were very impressed with our Public Art program when they visited in December 2019

I am excited about the future of PAC and we have developed a strong list of priorities in our proposed workplan for the next two years that, with proper funding, can continue the successful momentum supporting the City’s goals. I also believe that membership and leadership should periodically be refreshed to offer new perspectives and voices.

With a new city council and a workplan, I believe this is a good time for a transition in PAC. So, I will not be seeking another term on the committee. I will remain a commissioner on the statewide Oregon Arts Commission and continue my work there advocating for more grant monies and support for art in rural communities like Florence.

Thank you to all former and current members of PAC for their hard work and dedication. I also want to thank the Port of Siuslaw; FURA; the City staff; (particularly Kelli Weese and Sarah Moehrke) Mike Miller and the Public Works Department; and Bettina at the Chamber for their support during the formation of the committee and our on-going efforts. A special thanks to Jesse Beers with the Confederated Tribes for his help in accurately depicting the figures on the PUD mural.

It has been a privilege to serve on the committee and I believe public art will continue to make a significant contribution toward the achievement of the City’s goals.

Siuslaw News Features Public Art on Cover of 2021 Community Calendar



## Value of Florence Public Art Works

1. To date, the PAC has installed \$159,600 worth of artwork for the community to enjoy at a cost to the City of less than \$50,000. A fantastic Return on Investment!!
2. The artwork we actually now own, the art we own is worth \$59,100 at a cost to the city of \$41,600. It is pretty rare that the City (any City) actually makes money on anything.

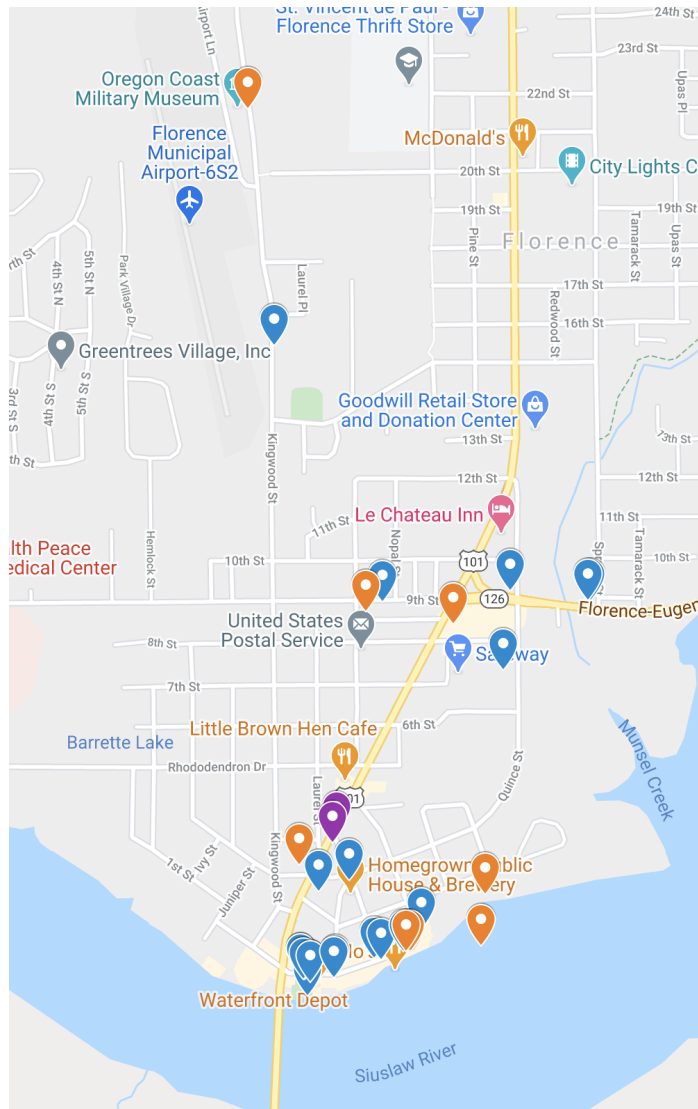
As we enter the budget process, it is important to understand that PAC actually has a positive financial impact on the City.

ARTWORK	DATE INSTALLED	VALUE	COST	Date Sold	REVENUE GENERATED	NET COST
Scenic Column	September, 2015	\$15,000	\$7,500		\$7,500 Gift/Grant	0
Cascade	August, 2017	\$2,000	\$500		0	\$500
Totem Pole	August, 2017	\$15,000	\$500		0	\$500
Running Horse	April, 2018	\$1,800	\$500		0	\$500
Copper Leaf Tree	May, 2018	\$3,500	\$1,000	Oct. 2019	\$900 (Commission)	\$100
Transformation	May, 2018	\$15,000	\$1,000		0	\$1,000
West Coast Overlook	Jun-18	\$7,500	\$1,000		0	\$1,000
Sitting Wave Part II	June, 2018	\$2,800	\$1,000		0	\$1,000
Stitching Time Mural	August, 2019	\$30,000	\$59,700		\$20,000 (Grant)	\$39,700
The Crystal Tree	Oct. 2019	\$3,500				
3 Blue Spires	Sept, 2020	\$25,000	\$1,000			\$1,000
Nursing Doe	Sept, 2020	\$11,000	\$1,000			\$1,000
Ravens	Sept, 2020	\$7,000	\$1,000			\$1,000
Rusted Spire	Oct. 2020	\$2,500	\$1,000			\$1,000
LowPoly Open Heart	Oct, 2020	\$18,000	\$1,000			\$1,000
	<b>TOTAL</b>	<b>\$159,600</b>	<b>\$77,700</b>		<b>\$28,400</b>	<b>49,300</b>

**VALUE OF ARTWORK OWNED BY THE CITY**

Artwork	Date Acquired	Value	Net Cost
West Coast Overlook	Sept, 2020	\$7,500	\$1,500
Sitting Wave Part II	Sept, 2020	\$2,800	\$400
Cascade	Aug, 2017	\$2,000	0
Totem Pole	Aug, 2017	\$15,000	0
Running Horse	April, 2018	\$1,800	0
Stitching Time Mural	Aug. 2029	\$30,000	\$39,700
	<b>TOTAL</b>	<b>\$59,100</b>	<b>\$41,600</b>

## Florence Public Art Interactive Map



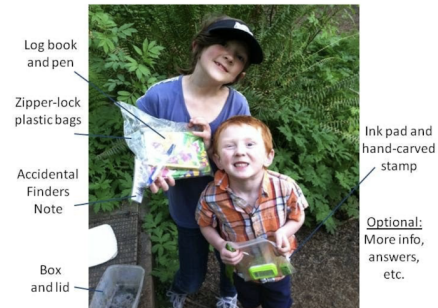
[bit.ly/FlorencePublicArtLocations](https://bit.ly/FlorencePublicArtLocations)

# Additional References from Native & More Information

## *Other or Regional Community Public Arts WOW!*

People from around the world are doing and encouraging each other to be creative. Multiple local and beyond groups have popped up encouraging people to be creative.

Anatomy of a Quest Box



## Lane County Arts Convening



Learn More HERE:

<http://lanearts.org/lane-county-arts-convenings/>

# Our Community Public Arts WOW!

*Local Artists & Creator Highlights*

Cover of the Front of the Siuslaw News!





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CATALOG INSIDE



# Florence lights up for the holidays

PHOTOS BY  
MARK BRENNAN  
STORY BY  
CHANTELLE MEYER  
SIUSLAW NEWS

**H**ow many City of Florence officials does it take to light the Christmas tree? Thanks to Public Works staff, just Mayor Joe Henry as he was lifted high in the air to light the Siuslaw River Bridge Interpretive Center's living 30-foot Douglas fir tree at a special tree lighting on Thursday night. Due to the COVID-19 pandemic, participation was limited at the event and all attendees wore masks and socially distanced. To light up the area, city staff and their families counted down while Henry released glitter over the tree. According to Public Works Director Mike Miller, the interpretive center has even more lights this year, and many hands went to finishing the display. The City of Florence is releasing a video about the tree lighting and other holiday specials this weekend. People are encouraged to wear masks and take photos as they interact with holiday displays. Learn more online at [www.ci.florence.or.us](http://www.ci.florence.or.us).



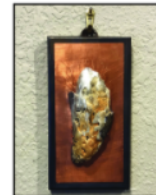
Siuslaw News  
NEWS & VIEWS THAT DEFINE OUR COMMUNITY  
VOL. 130, NO. 98  
FLORENCE, OREGON

### WEATHER



Clouds and evening rain with a high of 54 and a low of 45.  
**Full forecast on A3**

### COMMUNITY



Backstreet "Shell-abrates" artists  
**INSIDE — A3**

### LIFESTYLE

Link: <https://thesiuslawnews.com/article/florence-lights-up-for-the-holidays>

# Backstreet announces Shell-A-Bration winners

The Florence community is blessed with a myriad of marvelous creators as manifested in the Shell-A-Bration Show at Backstreet Gallery, 1421 Bay St. in Historic Old Town Florence.

With 37 entries, this outstanding event is one of the popular community shows the gallery regularly exhibits. Jurors Rosie Hill, Charles Edmonds and Joni Goodman-Fox, awarded eight of these artists for their incredible creative artwork, which needed to incorporate at least one shell. However, many artists fashioned their pieces with multiple shells.

Anderson Miller, recipient of a first-place blue ribbon for "Opening," described his work.

"Paired with driftwood discovered 20+ years ago, abalone cabochons, beads and fishing weights, 'Opening' emerged," he said.



**"Opening" by Anderson Miller**

This piece also contains a ceramic "ribbon" which perhaps came about after Miller studied ceramics last year at Lane Community College.

Inspiration for Florence artists often comes from local coastal magnificence. The jurors awarded a second blue ribbon to Anne Brewster.

She outlined her rationale of "Weather Beaten and Time Worn," a single shell mounted on a polished copper



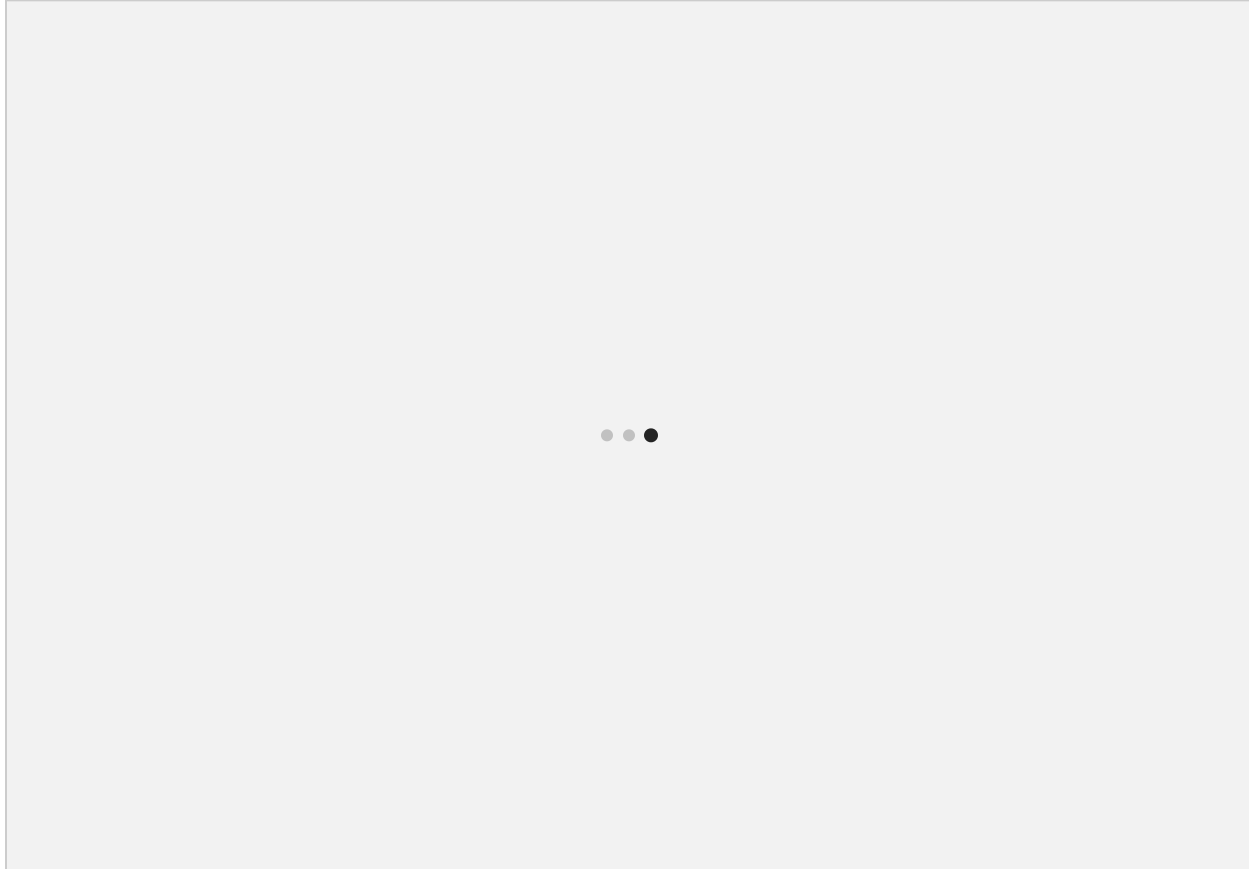
**"Weather Beaten and Time Worn" by Anne Brewster**

background: "The wearing down by wind, sand, ocean, and time fascinates me. I see beauty in this transformative process — the beauty of imperfection. Nature is constantly changing, nothing is permanent."

Because there was no distinction between two- and three-dimensional work and the unusual number of entries, the judges presented two ribbons in each of the following categories:

- Second place: Maureen Shaffer and Debi Ford
- Third place: Karen Gassaway and Margaret Free
- Honorable Mention: Kathy Moon and Kathleen Wenzel.

Backstreet Gallery would like to thank all the incredible artists who entered the Shell-A-Bration. This outstanding community show is available for viewing until the end of December.



Siuslaw News published December 5th, 2020

## CROW PROVIDES STUDENTS WITH THEATER RESOURCES

Although CROW's (Children's Repertory of Oregon Workshops) spring production of Disney's "Mary Poppins" was canceled due to COVID-19, the nonprofit youth theater organization recently announced a holiday gift it was able to provide to cast members.

"Thanks to a generous grant provided by the Bloomfield Family Foundation, CROW was able to allocate funds that directly benefited our wonderful kids," said Artistic Director Melanie Heard. "Per the foundation's request, the grant provided emergency funding that was to be spent on materials that were to be placed directly into the hands of the

students." The "My Theatre Backpack" concept was the idea of Heard, who wanted to provide each cast member with a new, good-quality backpack that was then filled to the brim with surprises and resources for their future education in the arts.

Each backpack included: a Mehron Mini-Pro stage make-up kit, a hardback "Mary Poppins" book, a book of theater and improv games for families to play together, and a theatre journal and colored pencils. Also included were a folder with a packet of miscellaneous arts resources, a personal hand sanitizer and extra masks, plus an array of holiday cheer

items such as coloring pages, toys and treats.

"It is our hope that these backpacks will serve as backstage personal belongings bags for our students in the future as well," said Heard. "They can hold things such as dance shoes, make-up, costume pieces and other essentials during our next big production — which we hope will be soon. Each backpack is labeled with the student's name to help keep things organized."

This way, the project will continue to serve students well into the future.

"CROW is very grateful to the Bloomfield Family Foundation for giving us the ability to provide these gifts to



our students," added Heard. "It has been a really hard year, and we hope this brings a smile to the faces of our beloved CROW kids and their families. We miss everyone so much and can't wait until CROW is able to fly once more."

For more information about the CROW program, visit [www.crowkids.com](http://www.crowkids.com).



Some times of year just need a "spoonful of sugar" to make them sweet. CROW decided to bring some of Mary Poppins' magic to cast members with a special backpack filled with theater resources.

Siuslaw News published December 12th, 2020

*City Lights Creative and Yummy Fundraiser >*

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For more information on our closure and current status, please visit [www.citylightscinemas.com](http://www.citylightscinemas.com)



## FREE CHRISTMAS CAROL CONCERT ON SATURDAY

The Pacific Coast Wind Ensemble (PCWE) invites the community to a free drive-in Christmas carol concert on Saturday, Dec. 12, at the Presbyterian Church of the Siuslaw.

The concert will begin at 2 p.m.

The PCWE consists of 38 musicians from the Oregon Coast and was formed in December 2003, when the Florence Community Band joined with the Lincoln County Community Band.

David Olson will conduct the ensemble as it presents holiday favorites.

The concert will be outdoors in the church parking lot and there will be attendants to direct vehicles. COVID protocols, including social distancing and masks, are required.

Donations are optional and will benefit the Florence Emergency Cold Weather Shelter.

The community is invited to come and enjoy holiday music.

# FRAA plans artful Giving Tree for 2020

The non-profit arts organization, Florence Regional Arts Alliance (FRAA), is pleased to offer customers a special way to do some Christmas shopping/decorating while giving back to the Florence community. FRAA artists are donating all sales of their handmade ornaments on the Gallery's Christmas tree to the Siuslaw Outreach Services' (SOS) Over the Rainbow Fund.

This is just one of many ways FRAA artists are

sharing the spirit of giving at this special time of year.

According to SOS Executive Director Bob Teter, "These donations are so appreciated, as they enable us to assist school-age children that are homeless or at risk of homelessness with shelter, food, clothing, transportation or other necessities."

The FRAA Art Center and Gallery is located at 120 Maple St. in Historic Old Town Florence. The artists invite the commu-

nity to come by and see their beautifully decorated tree Thursday through Sunday, 11 a.m. to 4 p.m., from now until Christmas.

As FRAA Board President Kristin Anderson says, "While we can't host any holiday events, we miss seeing the faces of

our community visiting the gallery. We do hope you can stop in and pick up an ornament or two to help the SOS Over the Rainbow Fund. Thank you in advance for your generosity."

For more information about FRAA, visit [fraaoregon.org](http://fraaoregon.org).



Siuslaw News Published on December 2nd, 2020

## Art Quest Project on Hold

Some of us are new and we haven't been able to learn about some of the PAC projects. One was a joint community effort doing an ART Quest. The Siuslaw News just ran a really cool story about where PAC got the idea in the story:

<https://thesiuslawnews.com/article/quest-offers-alternative-outdoor-fun>.

'Quest' offers alternative outdoor fun



## Local Art Group - The Painty Rag

Since local artists are not able to meet up and be creative together, one group has been meeting virtually 1 to 2x per week. They've even created a website to share information:

[thepaintyrag.wordpress.com](http://thepaintyrag.wordpress.com)

## Plein Art Sessions

An open group of artists have been doing impromptu social distancing Plein Air around the City of Florence. This group is now developing a show to share work with the community. This will be going into hiatus for Winter.



**Culinary Local Eats** are developing creative ways and yummy foods to continue to feed our community. Local restaurants have developed specials, limited menus, special holiday food packages that are easy Take Out/Home options. As more businesses reopen, many have still developed creative ways of serving customers their amazing creations including menu updates and edits.



The Florence Farmers Market has done a Bulk Pantry Event and is doing a Winter Market. More information: [florencefarmersmarket.org](http://florencefarmersmarket.org)

## Florence Winter Market continues to offer the goods

Every other Tuesday until Spring 2021, the Florence Winter Market will be available to purchase food products from some of the favorite vendors from the Florence Farmers Market.

At the conclusion of the farmers market, some of these vendors decided to continue to offer local favorites.

“We are local bakers, brewer of shrub, mushroom

growers, fishermen, and cooks of fermented cuisine — vendors who work out of our homes,” writes the market on its home page at [florencewintermarket.wordpress.com](http://florencewintermarket.wordpress.com).

The winter market will be held from 4 to 5 p.m. on every other Tuesday at the market location next to the Veterans Memorial Park on Bay Street in Historic Old Town Florence.

To order, go to [source-whatsgood.com](http://source-whatsgood.com) and search for local markets. People can place orders for vendors and products beginning on Wednesday and ending Sunday at 11 p.m.

When people arrive to pick up their orders, COVID-19

protocols will be in effect. People are asked to display their name visibly on side windows. Vendors will then load cars with the items people ordered on WhatsGood for Florence Winter Market.

The Florence Winter Market Vendors are:

- Aronia Bijou Bloom, [andwaters@yahoo.com](mailto:andwaters@yahoo.com): Ann brews shrubs with local aronia berries and bakes a variety of scones.

- Federated Seafood Company, 541-901-1571, [www.federatedseafood.com](http://www.federatedseafood.com): Specializing in local chinook salmon, halibut, lingcod and albacore.

- Fermentruth, 541-295-7892: Midori specializes in cuisines that use fermented

food.

- Marcy’s Sourdough & Sweet, [marcelladodson2017@gmail.com](mailto:marcelladodson2017@gmail.com): Marcy bakes sourdough wheat and rye breads, chocolate chip cookies, brownies and biscotti.

- Rain Forest Mushrooms, 541-270-4789, [www.rainforestmushrooms.com](http://www.rainforestmushrooms.com): Bob’s Mushroom Farm produces Certified organic gourmet mushrooms, mushroom kits, dried mushrooms, mushroom oils and mushroom powders.

- Vine To Table, [gaylesison@live.com](mailto:gaylesison@live.com): Gayle bakes savory and sweet hand pies, savory and sweet quick breads and other baked items.



Siuslaw News Published December 5th , 2020

## Arts & Economic Development



City of Florence has developed a weekly business resource email that helps local businesses of various types - these communications that have been developed are creative and innovative resources.

## Chamber announces 2021 Rhody Days theme, opens logo contest

Read more here:

[thesiuslawnews.com/article/chamber-announces-2021-rhody-days-theme-opens-logo-contest](http://thesiuslawnews.com/article/chamber-announces-2021-rhody-days-theme-opens-logo-contest)

Learn more here: [thesiuslawnews.com/article/2020-florence-chowder-trail-revived-for-october](http://thesiuslawnews.com/article/2020-florence-chowder-trail-revived-for-october)

**Various Local Artists** have posted free tutorials/worksheets online and have been encouraging all to participate with what they have.

- **Beautification For Florence Committee** via Chamber is doing what they can from home, working on Spacemaking Parklets & Banners connecting areas of Florence Uptown to Old Town on 101. Two PAC Members are directly involved in helping these projects move forward.
- **Florence Regional Arts Alliance**
  - Now Open and have been able to rotate & update art
  - Holiday Arts Items
  - #LoveLaneArts Contest
- **Florence Events Center**
  - Closed doors until TBA due to COVID-19
  - FFEC Renaming Contest - Results & Info TBA
  - No FEC Gallery Committee Meeting until TBA
- **SeaCoast Entertainment** at Florence Events Center
  - TBA
- **CROW**
  - TBA
- **City Light Cinema**
  - Website & other info - [citylightscinemas.com](http://citylightscinemas.com)
- **Siuslaw Library District**
  - Limited Computer Use
  - Book returns are safely collected & processed
  - Books can be requested and picked up at Library
  - Continued Online Services
  - Subscribed to CreativeBug
- **Siuslaw Viewfinders Club**
  - Doing Monthly themes - See Below
  - Newsletter HERE - TBA
- **KXCR** - [Featured Artist Radio Show](http://kxcr.net/show/featured-artist/) - [kxcr.net/show/featured-artist/](http://kxcr.net/show/featured-artist/)
  - New episodes of Featured Artist due to COVID-19
- **Three Rivers Activities**
  - Reopened with restrictions, more info:  
<https://thesiuslawnews.com/article/casino-reopens-with-new-safety-measures>
  - Starting Up Entertainment Events See images below
- **2nd Saturday**
  - Some Galleries open & doing light tour items
  - Revamping



- **BackStreet Gallery**
  - Now Open
  - 
  - Featured Artists
    - TBA
- **Chamber of Commerce/Visitors Center - Limited Visitor Center Hours**
  - **Artist of the Month - Group Show**, see above

***Siuslaw Viewfinders bring some light into night photography***

The Siuslaw Viewfinders Camera Club is still going strong with its monthly theme photo contests. Winners for the November theme of "Night Lights" were:

- First place — James Ronan with "Ten Mile Bridge"
- Second place — Stephanie Ames with "Heceta Light and Fog"
- Third place — Ed O'Rourke with lights reflecting across the river in "Siuslaw Evening."

For more information about the Siuslaw Viewfinders, go to [www.svfcc.org](http://www.svfcc.org).



"Ten Mile Bridge" by James Ronan

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"Heceta Light and Fog" by Stephanie Ames



"Siuslaw Evening" by Ed O'Rourke

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 9  
Meeting Date: January 25, 2021  
Department: City Manager

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**ITEM TITLE:** CITY MANAGER REPORT & DISCUSSION ITEMS

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** **10**  
Meeting Date: January 25, 2021  
Department: City Council

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**ITEM TITLE:** CITY COUNCIL REPORTS & DISCUSSION ITEMS

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