



## City of Florence Council Regular Session

In Person & Videoconference  
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 on 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) 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 22, 2024

## AGENDA

5:30 p.m.

Councilors:

Rob Ward, Mayor

Sally Wantz, Council President  
Jo Beaudreau, Councilor

Bill Meyer, Council Vice-President  
Robert Carp, Councilor

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

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

### The Florence City Council meeting will be held in person at Florence City Hall.

In addition, members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link: <https://attendee.gotowebinar.com/register/4547455184767467356>

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

Citizens wishing to express their views may submit comments in writing or verbally. For more information, please see the end of this agenda or visit the [City of Florence website](http://www.ci.florence.or.us).

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

#### 1. PUBLIC COMMENTS

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

### ACTION ITEMS

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

#### 2. RHODODENDRON DRIVE RIGHT-OF-WAY NEGOTIATIONS AUTHORIZATION

Consider approving **Resolution No.1, Series 2024**, a resolution authorizing the City of Florence to exercise the power of eminent domain for the Rhododendron Drive Realignment and Improvement Project.

Mike Miller  
Public Works  
Director

### CONSENT AGENDA

#### 3. CLAWSON'S WHEEL HOUSE FULL ON PREMISES LIQUOR LICENSE

Consider recommendation of approval to the Oregon Liquor & Cannabis Commission (OLCC) for a commercial full on premises liquor license for Clawson's Wheel House located at 820 Hwy 101.

Lezlea Purcell  
Finance Manager

### REPORT & DISCUSSION ITEMS

#### 4. RHODODENDRON DRIVE REALIGNMENT AND IMPROVEMENT PROJECT UPDATE AND TIMELINE

Public Works Director Mike Miller will give a report on the Rhododendron Drive Realignment and Improvement Project.

Mike Miller  
Public Works  
Director

#### 5. GENERAL REPORTS– Council Question & Answer Only – No Presentations

- December Committee, Commission & Volunteer Reports

- |           |  |                                      |
|-----------|--|--------------------------------------|
| <b>6.</b> | <b>DEPARTMENT DIRECTOR UPDATES</b>                 | Management<br>Team                   |
| <b>7.</b> | <b>CITY MANAGER REPORT &amp; DISCUSSION ITEM</b>   | Erin Reynolds<br><i>City Manager</i> |
| <b>8.</b> | <b>CITY COUNCIL REPORTS &amp; DISCUSSION ITEMS</b> | City Council                         |

<b>COUNCIL CALENDAR</b>		
<i>All meetings are held in person with a virtual option unless otherwise indicated</i>		
<b>Date</b>	<b>Time</b>	<b>Description</b>
February 5, 2024	5:30 p.m.	City Council Meeting
February 8, 2024	8:45 a.m.	City Council Work Session
February 19, 2024	---	President's Day Holiday <i>City Offices Closed</i>
February 22, 2024	8:45 a.m.	City Council Work Session
February 26, 2024	5:00 p.m. to 7:00 p.m. Mayor's Speech at 6:00 p.m.	State of the City
March 4, 2024	5:30 p.m.	City Council Meeting
March 7, 2024	8:45 a.m.	City Council Work Session
March 18, 2024	5:30 p.m.	City Council Meeting
March 21, 2024	8:45 a.m.	City Council Work Session

## **PUBLIC MEETINGS PROCEDURES**

The January 22, 2024 City Council meeting will be held in person, with the option to view / listen to the meeting virtually through the GotoWebinar platform.

**Expressing Views to the City Council:** Citizens wishing to express their views to the City Council may do so in both written and verbal formats.

1. **Written Testimony:** Citizens wishing to express their views to the City Council are encouraged to submit written testimony in one of the following ways:
  - a. Submit written comments via email to City Recorder at [cityrecorder@ci.florence.or.us](mailto:cityrecorder@ci.florence.or.us);
  - b. Mail written comments to Florence City Hall, Attn: City Council, 250 Hwy 101, Florence, OR 97439
  - c. Drop off written comments at Florence City Hall (250 Hwy 101) during regular office hours (Monday through Friday 8 a.m. – Noon and 1:00 p.m. – 4 p.m.) or at the City of Florence drop box located at Florence City Hall to the right of the main entrance.

**\*\* Note:** Written comments received at least 2 hours prior to the meeting (January 22, 2024 at 3:30 p.m.)

will be distributed to the City Council, posted to the City of Florence website, and made part of the record.

2. **Verbal Testimony:** Citizens wishing to express their views to the City Council may participate in the meeting at Florence City Hall or via GoToWebinar. To do so, please complete a speaker's card online at [www.ci.florence.or.us/council/request-address-city-council-speakers-card](https://www.ci.florence.or.us/council/request-address-city-council-speakers-card) at least 1 hour prior to the meeting (January 22, 2024 at 4:30 p.m.). City staff will then contact the speaker to let them know the process to participate in the meeting.
  - a. **Public Comments on items not on the agenda:** General public comments (on items not on the City Council agenda) will be allowed at each City Council meeting during the public comment agenda item. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all items. In practicality, this means no more than five individuals will be allowed to comment verbally. There is no limit on written public comments.
  - b. **Public Hearing Testimony:** Testimony on public hearing items will be allowed when a public hearing is held. Verbal comments will be allowed on public hearing items after staff has given their report and have allowed time for initial Council questions. In general (with some exceptions for Land Use hearings), comments are limited to five minutes per person with no limit on the number of speakers.
  - c. **Public Comments on Action Items:** Public Comments will be allowed on each action item on the City Council agenda. Verbal comments will be allowed on action items after staff has given their report and have allowed time for initial Council questions. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all comments on each action item. In practicality, this means no more than five (5) individuals will be allowed to comment verbally. There is no limit on written public comments.

**For more information on the City of Florence's Public Meeting Policies, visit the City of Florence website at <https://www.ci.florence.or.us/council/rules-procedure>.**

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

**ITEM NO: 1**

Meeting Date: January 22, 2024

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: 2**

Meeting Date: January 22, 2024

Department: Public Works

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**ITEM TITLE:** Rhododendron Drive Right-of-Way Negotiations Authorization and Approval of Resolution No. 1, Series 2024: A Resolution authorizing the City of Florence to exercise the power of eminent domain for the Rhododendron Drive Realignment and Improvement Project.

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**DISCUSSION/ISSUE:**

With the Rhododendron Drive Realignment and Improvement Project, we will be shifting the roadway to the east between New Hope Lane and northern end of the Marine Manor development which will impact only one property. Our engineering consultants, RH2 Engineering has been working on the right-of-way administration and they are ready for the next step to allow the negotiations with the property owner.

The attached resolution authorizing the City to exercise the power of eminent domain, if needed, and to authorize the City, and our designees, to begin the negotiation process. While the resolution authorizes the City to use their power of eminent domain, it states:

*The City of Florence's staff, designees, and the City Attorney are authorized and requested to attempt to agree with the owner and other persons in interest as to the compensation to be paid for the acquisition, and, in the event that no satisfactory agreement can be reached, to commence and prosecute such condemnation proceedings as may be necessary to finally determine just compensation or any other issue appropriate to be determined by a court in connection with the acquisition.*

Eminent domain of the property would be of last resort, meaning that we would use all other tools or options before going forward with condemnation. RH2 Engineering, and their subconsultant Universal Field Services, Inc., will negotiate with property owner on behalf of the City of Florence to reach agreement with property owner on the compensation for the property and easements needed. Compensation rates for property is determined by comparable property values and based on the square footage needed for the additional right-of-way and easements.

There is only one property that we need to acquire. Exhibit A of the resolution outlines the proposed property needs. The property in question is map and taxlot number 18-12-22-23-01201. The property is narrow and long, approximately 25' x 992' and 20,473 square feet (0.47 acres) in size.

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**FISCAL IMPACT:**

Universal Field Services, Inc has not had an opportunity to complete their field visit of the property to begin gathering comparable data and costs. Lane County assessors' office currently lists the real market value of the property at \$4,071. As we know, the Assessor's real market value is understated from the actual property value. When the property was acquired from the Port of Siuslaw in 2021, the current property owner paid \$14,009.17 per acre. Based on that information, the value of the property that we are looking to acquire is approximately \$6,584.31 (2021 value).

As we work through the process, the land value, title insurance, right-of-way review, and legal costs will be accounted for. The acquisition costs for the right-of-way and easements will be paid for through the Capital outlay budget of the Street Division of Public Works and is part of the Rhododendron Drive Realignment Project.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

The purchase of additional right-of-way is in direct support of the Rhododendron Drive Realignment and Improvement Project which related to the City work plan objectives of:

- Reconstruct Rhododendron Drive – Wildwinds to 35<sup>th</sup> including realignment, separated multi-use path and improved river overlook/parking area.

Rhododendron Drive Realignment Project is also related to the following overarching City Goals:

- City Service Delivery – improving, maintaining and enhancing our infrastructure to meet a growing need.
- Livability & Quality of Life – being responsive to our community's needs with efficient, effective and sustainable service delivery.
- Economic Development – providing capital investment into the local infrastructure system which allows for additional development.
- Financial & Organizational Sustainability – constructing improvements that support current and future needs

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**ALTERNATIVES:**

1. Approve Resolution No. 1, Series 2024, a resolution authorizing the City of Florence to exercise the power of eminent domain for the Rhododendron Drive Realignment and Improvement Project.
2. Do not approve Resolution No. 1, Series 2024.

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**RECOMMENDATION:**

Staff recommends that the City Council approve Resolution No. 1, Series 2024, a resolution authorizing the City of Florence to exercise the power of eminent domain for the Rhododendron Drive Realignment Project.

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

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

Comments:

*ER Reynolds*

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**ITEM'S ATTACHED:** Attachment 1- Resolution No. 1, Series 2024  
Exhibit A: City of Florence Staus Sheet

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# Attachment 1

**CITY OF FLORENCE  
RESOLUTION NO. 01, SERIES 2024**

**A RESOLUTION EXERCISING THE POWER OF EMINENT DOMAIN AND  
DELEGATING AUTHORITY FOR THE RHODODENDRON DRIVE REALIGNMENT  
AND IMPROVEMENT PROJECT.**

RECITALS:

1. The City of Florence may exercise the power of eminent domain pursuant to the City Charter, Oregon Revised Statutes (ORS) 223.005 – 233.105, and the Law of the State of Oregon generally, when the exercise of such power is deemed necessary by the City of Florence’s governing body to accomplish public purposes for which the City of Florence has responsibility.
2. The City of Florence has the responsibility of providing safe transportation routes for commerce, convenience and to adequately serve the traveling public.
3. The project known as Rhododendron Drive Realignment and Improvement Project (“Project”) has been planned in accordance with appropriate engineering standards for the construction, maintenance or improvement of said transportation infrastructure such that property damage is minimized, transportation promoted, and travel safeguarded.
4. The purpose of the Project is to make improvements to Rhododendron Drive from Wildwinds Street to 35<sup>th</sup> Street. The Project will include water and wastewater relocation, establishment of new slopes, retaining walls, separated multi-use path, stormwater improvements, repaving, restriping, and constructing related facilities to improve the safety and visual aesthetics of this major transportation facility.
5. To accomplish the Project, it is necessary to acquire the interests in the property described in “Exhibit A,” attached to this resolution and hereby incorporated.
6. Based upon the above findings;

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

1. The above statements of authority and need are, in fact, the case. The Project for which the property is required and is being acquired are necessary in the public interest, and the same have been planned, designed, located, and will be constructed in a manner which will be most compatible with the greatest public good and the least private injury.
2. The power of eminent domain is hereby exercised with respect to the interests in the property described in Exhibit A. The property is acquired subject to payment of just compensation and subject to procedural requirements of Oregon law.



3. The City of Florence's staff, designees, and the City's attorneys are authorized and requested to attempt to agree with the owner and other persons in interest as to the compensation to be paid for the acquisition, and, in the event that no satisfactory agreement can be reached, to commence and prosecute such condemnation proceedings as may be necessary to finally determine just compensation or any other issue appropriate to be determined by a court in connection with the acquisition. This authorization is not intended to expand the jurisdiction of any court to decide matters determined above or determinable by the Florence City Council.
4. If the City and the owners or other persons in interest as to the property described in Exhibit A agree on the amount of just compensation, the City Manager is authorized to negotiate and execute acquisition agreements for those properties.
5. The City of Florence expressly reserves its jurisdiction to determine the necessity or propriety of any acquisition, its quantity, quality, or locality, and to change or abandon any acquisition.
6. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 22<sup>nd</sup> day of January, 2024.

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Rob Ward, Mayor

Attest:

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Lindsey White, City Recorder

Exhibit A  
Resolution No. 1, Series 2024  
**City of Florence Status Sheet**

Map and Taxlot	Owner Name	Mailing Address/Contact Info	Site Address	Area	Value
18-12-22-23-01201	Legacy Ventures, Inc.	11994 Peace Ln Wilton, CA 95693	N/A	20,473 SF	



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

**ITEM NO: 3**

Meeting Date: January 22, 2024

Department: Finance

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**ITEM TITLE:** Clawson's Wheel House Commercial Full On Premises Liquor License

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**DISCUSSION/ISSUE:**

This is a request for a recommendation of a commercial full on premises liquor license to the Oregon Liquor Control Commission (OLCC) for Clawson's Wheel House. OLCC allows the City Council the opportunity to review the liquor license before making a recommendation of approval.

The business has been checked and approved by the Florence Police Department for noise and/or altercations. The Planning Department has checked the place of business for zoning or code violations. Both departments have signed recommending approval.

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**FISCAL IMPACT:**

The fee for a commercial full premises liquor license is \$121. This fee includes the cost of staff time to review the application and place a recommendation before the City Council.

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**RELEVANCE TO ADOPTED COUNCIL GOALS:**

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

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**ALTERNATIVES:**

1. Recommend ratification for the liquor license approval
  2. Recommend denial to OLCC for the liquor license
  3. Request staff research further and bring back additional information to a future Council meeting
- 

**RECOMMENDATION:**

Recommend ratification for the liquor license approval.

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**AIS PREPARED BY:** Lezlea Purcell, Finance Manager

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

Comments:

*ER Reynolds*

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**ITEM'S ATTACHED:** Attachment 1 – Liquor License Application

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OREGON LIQUOR & CANNABIS COMMISSION  
**LIQUOR LICENSE APPLICATION**

# Attachment 1

## Instructions

1. **Complete and sign** this application.
2. Prior to submitting this application to the OLCC, send the completed application to **the local government for the premises address** to obtain a recommendation.
  - If the premises street address is within a city’s limits, the local government is the city.
  - If the premises street address is not within a city’s limits, the local government is the county.
3. You can submit the application to the OLCC if:
  1. You have WRITTEN documentation showing the date the local government received the application or;
  2. The local government has provided you their recommendation.

**ALL forms and documents must be a PDF attachment**

4. **Email the PDF application that contains the local government recommendation or proof of submission to:** [OLCC.LiquorLicenseApplication@oregon.gov](mailto:OLCC.LiquorLicenseApplication@oregon.gov).
5. **Do not include any license fees with your application packet (fees will be collected at a later time).**  
*When it’s time to pay the license fee you must pay the full yearly fee for the current license year (the license fee will not be prorated). If you pay in the last quarter of your license year you must also pay the yearly fee for the next license year.*

**License Request Options - Please see the general definitions of the license request options below:**

- **New Outlet:** The licensing of a business that does not currently hold an active liquor license.
- **Change of Ownership:** The request to completely change the licensee of record at a licensed business.
- **Greater Privilege:** The request to change from an Off-Premises to a Limited or Full On-Premises Sales license **OR** from a Limited to Full On-Premises Sales license.
- **Additional Privilege:** The licensee currently holds an active liquor license at the premises and that same licensee would like to request to add an **additional** different liquor license type at that same premises location.

## Additional Information

**Applicant Identification:** Please review [OAR 845-006-0301](#) for the definitions of “applicant” and “licensee” and [OAR 845-005-0311](#) to confirm that all individuals or entities with an ownership interest (other than a waivable ownership interest, per [OAR 845-005-0311\[6\]](#)) in the business have been identified as license applicants on this document. If you have a question about whether an individual or entity needs to be listed as an applicant for the license, discuss this with the OLCC staff person assigned to your application.

**Premises Address:** This is the physical location of the business and where the liquor license will be posted.

**Applicant Signature(s):** Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.  
If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

**Applicant/Licensee Representative(s):** In order to make changes to a license or application or to receive information about a license or application by someone other than the applicant/licensee you must:  
– Complete the Authorized Representative .....  
and submit with the application.

For help with this application or any related documents or processes, email [olcc.alcohollicensing@oregon.gov](mailto:olcc.alcohollicensing@oregon.gov).

# LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

New Outlet |  Change of Ownership |  Greater Privilege |  Additional Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

## Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

## Winery

- Primary location
- Additional locations:  2nd  3rd  4th  5th

## Brewery

- Primary location
- Additional locations:  2nd  3rd

## Brewery-Public House

- Primary location
- Additional locations:  2nd  3rd

## Grower Sales Privilege

- Primary location
- Additional locations:  2nd  3rd

## Distillery

- Primary location
- Additional tasting locations: (Use the DISTT form [HERE](#))

## Limited On-Premises

## Off Premises

## Warehouse

## Wholesale Malt Beverage and Wine

## LOCAL GOVERNMENT USE ONLY

### LOCAL GOVERNMENT

After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received:

Optional: Date Stamp Received Below



- Recommend this license be granted
- Recommend this license be denied
- No Recommendation/Neutral

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Clawsons Wheel House

Trade Name



# LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION	
<b>Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.</b>	
Name of entity or individual applicant #1: Clawsons Wheel House	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
<b>Trade Name of the Business</b> (name customers will see): Clawsons Wheel House		
<b>Premises street address</b> (The physical location of the business and where the liquor license will be posted): 820 US-101		
City: Florence	Zip Code: 97439	County: Lane
Business phone number: [REDACTED]	Business email: [REDACTED]@gmail.com	
<b>Business mailing address</b> (where we will send any items by mail as described in OAR 845-004-0065[1]): P.O.Box 23		
City: Florence	State: Or	Zip Code: 97439
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is <u>not</u> an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.	
<b>Application Contact Name:</b> Rohullah Pad Shah	
Phone number: 509-[REDACTED]	Email: [REDACTED]

# LIQUOR LICENSE APPLICATION

Page 3 of 4

## TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

## ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
  1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
  2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
  3. The licensed premises at the premises street address proposed to be licensed either:
    - a. Does not include any common areas; or
    - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
      - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
  4. The licensed premises at the premises street address either:
    - a. Has no area on property controlled by a public entity (like a city, county, or state); or
    - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

Clawsons Wheel House

# LIQUOR LICENSE APPLICATION

Clawsons Wheel House

Page 4 of 4

**Applicant Signature(s):** Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

• Each applicant listed in the "Application Information" section of this form has read and understands OAR 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Rohullah Pad Shah



1-12-2023

Applicant name	Signature	Date
Applicant name	Signature	Date
Applicant name	Signature	Date
Applicant name	Signature	Date

**Applicant/Licensee Representative(s):** If you would like to designate a person/entity to act on your behalf you must complete the Authorized Representative Form. You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

*Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.*





## OREGON LIQUOR & CANNABIS COMMISSION

### FULL ON-PREMISES SALES Primary License Privileges

#### Introduction

Oregon Revised Statute (ORS) 471.175 authorizes the full on-premises sales license and its license privileges. The statute establishes six different types of full on-premises sales licenses.

#### License Type: Full On-Premises Sales, Commercial (F-COM)

- The OLCC license fee is \$800 per year.
- On-premises. May sell and serve *by the drink* at retail to consumers for consumption ***on*** your licensed premises:
  - \* Distilled spirits, malt beverages (beer), wine, and cider.
- Off-Premises: May sell at retail to consumers for consumption ***off*** your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers for take-out and delivery. There is no minimum or maximum container size or volume limit for *take-out*; however, to deliver must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler) for take-out and delivery. There is no *minimum* container size limit; however, the *maximum* size of the container is two gallons. To deliver, must follow OAR 845-006-0392 and 845-006-0396.
  - \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption ***off*** your licensed premises. Must follow OAR 845-006-0399.
- Deliver: May deliver direct to consumer for consumption ***off*** your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler). There is no *minimum* container size limit; however, the *maximum* size of the container is two gallons. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption ***off*** your licensed premises. Must follow OAR 845-006-0399.
- Food service: See OAR 845-006-0459 and 845-006-0460.
  - \* A business not open after 5:00 pm must have a regular meal period of at least 2 hours.
  - \* A business open after 5:00 pm must have a regular meal period of at least 3 hours after 5:00 pm.
  - \* All businesses must offer at least 5 different meals during the regular meal period.
  - \* All businesses must, at all times other than the regular meal period, offer at least 5 different substantial food items in all areas where alcohol service is available.
  - \* "Meal" means a substantial food item offered together with at least one side dish or a substantial food item with two or more side dishes available to order separately.
  - \* "Substantial food item" means food items prepared or cooked on the licensed premises and that are typically served as a main course or entrée. Some examples are: fish; steak; chicken; pasta; pizza; sandwiches; dinner salads; hot dogs; soup; and sausages. Side dishes, appetizer items, dessert items, and snack items such as popcorn, peanuts, chips, and crackers do not qualify as substantial food items.
  - \* "Side dishes" include vegetables, fruit, salad, rice, French fries, and bread.
  - \* "Different" means substantial food items that the OLCC determines differ in their primary ingredients or method of preparation. Different sizes of the same item are not considered different.
  - \* Must have a food preparation area and equipment on the licensed premises adequate to meet the food service requirements.
  - \* Must have a minimum of 30 dining seats during required meal periods unless the OLCC determines the clearly dominant emphasis of the premises is food service at all times and in all areas where alcohol service is available when open to the public.



## OREGON LIQUOR & CANNABIS COMMISSION

### FULL ON-PREMISES SALES Primary License Privileges

- Eligible to apply to get pre-approved to cater some events off of the annually licensed premises (events that are small, usually closed to the general public, and where food service is the primary activity) as described in ORS 471.184(1).
- Eligible to apply for a “special event” license: Temporary Use of an Annual License (TUAL) to sell and serve alcoholic beverages at a special event off of the annually licensed premises as described in ORS 471.184(2).
- Link to license application page: [full on-premises sales, commercial application page](#)

#### **License Type: Full On-Premises Sales, Caterer (F-CAT)**

- The OLCC license fee is \$800 per year.
- May not allow the consumption of alcoholic beverages on the annually licensed premises.
- Eligible to apply to get pre-approved to cater some events off of the annually licensed premises (events that are small, usually closed to the general public, and where food service is the primary activity) as described in ORS 471.184(1).
- Eligible to apply for a “special event” license: Temporary Use of an Annual License (TUAL) to sell and serve alcoholic beverages at a special event off of the annually licensed premises as described in ORS 471.184(2).
- **Off-Premises:** May sell at retail to consumers for consumption off your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers for take-out and delivery. There is no minimum or maximum container size or volume limit for take-out; however, to deliver must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler) for take-out and delivery. There is no minimum container size limit; however, the maximum size of the container is two gallons. To deliver, must follow OAR 845-006-0392 and 845-006-0396.
  - \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption off your licensed premises. Must follow OAR 845-006-0399.
- **Deliver:** May deliver direct to consumer for consumption off your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler). There is no minimum container size limit; however, the maximum size of the container is two gallons. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption off your licensed premises. Must follow OAR 845-006-0399.
- Link to license application page: [full on premises sales, caterer application page](#)

#### **License Type: Full On-Premises Sales, For-Profit Private Club (F-FPC)**

- The OLCC license fee is \$800 per year.
- **On-premises.** May sell and serve by the drink at retail to consumers, but only to members and guests, for consumption on your licensed premises:
  - \* Distilled spirits, malt beverages (beer), wine, and cider.
- **Off-Premises:** May sell at retail to consumers, but only to members and guests, for consumption off your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers for take-out and delivery. There is no minimum or maximum container size or volume limit for take-out; however, to deliver must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler) for take-out and delivery. There is no minimum container size limit; however, the maximum size of the container is two gallons. To deliver, must follow OAR 845-006-0392 and 845-006-0396.



## OREGON LIQUOR & CANNABIS COMMISSION

### FULL ON-PREMISES SALES Primary License Privileges

- \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption **off** your licensed premises. Must follow OAR 845-006-0399.
- **Deliver:** May deliver direct to consumer, but only to members and guests, for consumption **off** your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler). There is no *minimum* container size limit; however, the *maximum* size of the container is two gallons. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption **off** your licensed premises. Must follow OAR 845-006-0399.
- Food service: See OAR 845-006-0459 and 845-006-0460.
  - \* A business not open after 5:00 pm must have a regular meal period of at least 2 hours.
  - \* A business open after 5:00 pm must have a regular meal period of at least 3 hours after 5:00 pm.
  - \* All businesses must offer at least 5 different meals during the regular meal period.
  - \* All businesses must, at all times other than the regular meal period, offer at least 5 different substantial food items in all areas where alcohol service is available.
  - \* "Meal" means a substantial food item offered together with at least one side dish or a substantial food item with two or more side dishes available to order separately.
  - \* "Substantial food item" means food items prepared or cooked on the licensed premises and that are typically served as a main course or entrée. Some examples are: fish; steak; chicken; pasta; pizza; sandwiches; dinner salads; hot dogs; soup; and sausages. Side dishes, appetizer items, dessert items, and snack items such as popcorn, peanuts, chips, and crackers do not qualify as substantial food items.
  - \* "Side dishes" include vegetables, fruit, salad, rice, French fries, and bread.
  - \* "Different" means substantial food items that the OLCC determines differ in their primary ingredients or method of preparation. Different sizes of the same item are not considered different.
  - \* Must have a food preparation area and equipment on the licensed premises adequate to meet the food service requirements.
  - \* Must have a minimum of 30 dining seats during required meal periods unless the OLCC determines the clearly dominant emphasis of the premises is food service at all times and in all areas where alcohol service is available when open to the public.
- Must have a minimum of 100 members.
- Eligible to apply to get pre-approved to cater some events, but only to members and guests, **off of the annually licensed premises** (events that are small, usually closed to the general public, and where food service is the primary activity) as described in ORS 471.184(1).
- Eligible to apply for a "special event" license: Temporary Use of an Annual License (TUAL) to sell and serve alcoholic beverages at a special event, but only to members and guests, **off of the annually licensed premises** as described in ORS 471.184(2).
- Link to license application page: [full on-premises sales, for-profit private club application page](#)

#### **License Type: Full On-Premises Sales, Nonprofit Private Club (F-CLU)**

- The OLCC license fee is \$400 per year.
- **On-premises.** May sell and serve **by the drink** at retail to consumers, but only to members and guests, for consumption **on** your licensed premises:
  - \* Distilled spirits, malt beverages (beer), wine, and cider.
- **Off-Premises:** May sell at retail to consumers, but only to members and guests, for consumption **off** your licensed premises:



## OREGON LIQUOR & CANNABIS COMMISSION

### FULL ON-PREMISES SALES Primary License Privileges

- \* Malt beverages, wine, and cider in factory-sealed containers for take-out and delivery. There is no minimum or maximum container size or volume limit for take-out; however, to deliver must follow OAR 845-006-0392 and 845-006-0396.
- \* Malt beverages, wine, and cider in a securely covered container (growler) for take-out and delivery. There is no minimum container size limit; however, the maximum size of the container is two gallons. To deliver, must follow OAR 845-006-0392 and 845-006-0396.
- \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption **off** your licensed premises. Must follow OAR 845-006-0399.
- **Deliver:** May deliver direct to consumer, but only to members and guests, for consumption **off** your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler). There is no minimum container size limit; however, the maximum size of the container is two gallons. Must follow OAR 845-006-0392 and 845-006-0396.
  - \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption **off** your licensed premises. Must follow OAR 845-006-0399.
- Food service: In all areas where alcohol service is available, the club must make available at least three different substantial food items. See OAR 845-006-0459 and 845-006-0461.
- Must have a food preparation area and equipment on the licensed premises adequate to meet the food service requirements.
- Must have a minimum of 100 members.
- Must be a nonprofit corporation registered as such with Oregon's Office of the Secretary of State.
- Eligible to apply to get pre-approved to cater some events, but only to members and guests, off of the annually licensed premises (events that are small, usually closed to the general public, and where food service is the primary activity) as described in ORS 471.184(1).
- Eligible to apply for a "special event" license: Temporary Use of an Annual License (TUAL) to sell and serve alcoholic beverages at a special event, but only to members and guests, off of the annually licensed premises as described in ORS 471.184(2).
- Link to license application page: [full on-premises sales, nonprofit private club application page](#)

#### **License Type: Full On-Premises Sales, Other Public Location (F-PL)**

- The OLCC license fee is \$800 per year.
- Must be open to the public. See OAR 845-005-0320(4).
- **On-premises.** May sell and serve by the drink at retail to consumers for consumption **on** your licensed premises:
  - \* Distilled spirits, malt beverages (beer), wine, and cider.
- **Off-Premises:** May sell at retail to consumers for consumption **off** your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers for take-out and delivery. There is no minimum or maximum container size or volume limit for take-out; however, to deliver must follow OAR 845-006-0392 and 845-006-0396.
  - \* Malt beverages, wine, and cider in a securely covered container (growler) for take-out and delivery. There is no minimum container size limit; however, the maximum size of the container is two gallons. To deliver, must follow OAR 845-006-0392 and 845-006-0396.
  - \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption **off** your licensed premises. Must follow OAR 845-006-0399.
- **Deliver:** May deliver direct to consumer for consumption **off** your licensed premises:
  - \* Malt beverages, wine, and cider in factory-sealed containers. Must follow OAR 845-006-0392 and 845-006-0396.



## OREGON LIQUOR & CANNABIS COMMISSION

### FULL ON-PREMISES SALES Primary License Privileges

- \* Malt beverages, wine, and cider in a securely covered container (growler). There is no minimum container size limit; however, the maximum size of the container is two gallons. Must follow OAR 845-006-0392 and 845-006-0396.
- \* Cocktails (mixed drinks) and servings of wine by the drink to consumers for consumption **off** your licensed premises. Must follow OAR 845-006-0399.
- Food service: At all times and in all areas where alcohol service is available, must make available at least five different substantial food items. See OAR 845-006-0459 and 845-006-0464.
- Must have a food preparation area and equipment on the licensed premises adequate to meet the food service requirements.
- Eligible to apply to get pre-approved to cater some events off of the annually licensed premises (events that are small, usually closed to the general public, and where food service is the primary activity) as described in ORS 471.184(1).
- Eligible to apply for a "special event" license: Temporary Use of an Annual License (TUAL) to sell and serve alcoholic beverages at a special event off of the annually licensed premises as described in ORS 471.184(2).
- Link to license application page: [full on-premises sales, other public location application page](#)

#### **License Type: Full On-Premises Sales, Public Passenger Carrier (F-PC)**

- The OLCC license fee is \$800 per year.
- For an airline, railroad, or tour boat to sell and serve distilled spirits, malt beverages, wine, and cider by the drink for consumption on the licensed premises.
- Food service: See OAR 845-006-0463.
- Link to license application page: [full on-premises sales, public passenger carrier application page](#)

#### **Obtaining Alcoholic Beverages for Sale and Service**

All six types of full on-premises sales licenses must obtain their alcoholic beverages as follows:

- Malt beverages (beer)
  - \* Must obtain malt beverages (beer) only from manufacturers and wholesalers within Oregon. These are the following license types: brewery, brewery-public house, and wholesale malt beverage and wine.
- Wine and cider
  - \* May obtain wine and cider from manufacturers and wholesalers within Oregon. These are the following license types: grower sales privilege, wholesale malt beverage and wine, and winery.
  - \* May obtain wine and cider directly from businesses outside of Oregon only if:
    - The business outside of Oregon holds an OLCC-issued wine self-distribution permit; and
    - The full on-premises sales licensee has received an endorsement to receive from the OLCC and follows OAR 845-006-0401.
- Distilled liquor
  - \* Must obtain distilled liquor from an OLCC Retail Liquor Store.

#### **Some Other Links**

- Temporary Use of an Annual license (TUAL) application: [TUAL application](#)
- Alcoholic liquor laws: [ORS 471](#)
- Delivery of mixed drinks and servings of wine: [OAR 845-006-0399](#)
- Wine and cider delivery to consumer: [OAR 845-006-0392](#)
- Malt beverage delivery to a consumer: [OAR 845-006-0396](#)
- F-COM food requirements: [OAR 845-006-0459](#) and [OAR 845-006-0460](#)



## OREGON LIQUOR & CANNABIS COMMISSION

### FULL ON-PREMISES SALES Primary License Privileges

- F-CAT food requirements: [OAR 845-006-0459](#) and [OAR 845-006-0462](#)
- F-FPC food requirements: [OAR 845-006-0459](#) and [OAR 845-006-0460](#)
- F-CLU food requirements: [OAR 845-006-0459](#) and [OAR 845-006-0461](#)
- F-PL food requirements: [OAR 845-006-0459](#) and [OAR 845-006-0464](#)
- F-PC food requirements: [OAR 845-006-0459](#) and [OAR 845-006-0463](#)
- For alcohol service permit questions: [olcc.servicepermits@oregon.gov](mailto:olcc.servicepermits@oregon.gov)
- For general liquor licensing questions: [olcc.liquorlicenseapplication@oregon.gov](mailto:olcc.liquorlicenseapplication@oregon.gov)
- For liquor license renewal inquiries: [olcc.renewals@oregon.gov](mailto:olcc.renewals@oregon.gov)
- For liquor compliance or enforcement inquiries: [alcohol@oregon.gov](mailto:alcohol@oregon.gov)

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

**ITEM NO: 4**

Meeting Date: January 22, 2024

Department: Public Works

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**ITEM TITLE:** Rhododendron Drive Realignment and Improvement Project Update.

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**DISCUSSION/ISSUE:**

Public Works Director Mike Miller will provide the City Council an update on the Rhododendron Drive Realignment and Improvement Project. Key items include:

- Initial conversations with contractor on value engineering
  - Save the date, Project Open House, Wednesday March 6<sup>th</sup> at FEC
  - Potential start date
  - Estimated completion date
- 

**FISCAL IMPACT:**

As discussed at the December 11, 2023 City Council meeting, the project was awarded for \$7,346,892.75.

In the 2023-25 biennium, we budgeted for a total of \$7,000,000 for this project. With limited funding available, including funds that will need to be expended in addition to the construction costs, the City has \$6,750,000 available for the actual construction. However, when we add in the expected contribution from Lane County Waste Management Division for their costs associated with the reconstruction of New Hope Lane and the contribution from a private development for costs associated to improvements at 35<sup>th</sup> and Rhododendron Drive, the project costs come in at \$6,745,892.75. This is \$4,107.25 less than the available funds, making the project fully funded.

<b>Funding available</b>	<b>\$7,000,000</b>
Engineering Services, including right-of-way acquisition	\$250,000
<b>Total available funds for Rhododendron Drive Realignment</b>	<b>\$6,750,000</b>
<b>Project Bid</b>	<b>\$7,346,892.75</b>
Lane County's portion of New Hope Lane reconstruction	<\$338,000>
Intersection improvements at 35 <sup>th</sup> and Rhododendron (related to development)	<\$70,000>
Excavation disposal fees	<\$20,000>
Removal of one layer of modular prefabricated retaining wall blocks	<\$138,000>
Vegetation disposal fees	<\$35,000>
<b>Project costs with reductions and contributions from others</b>	<b>\$6,745,892.75</b>

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As mentioned previously, in order to comply with purchasing and bidding procedures, K&E Excavating, Inc was awarded the project for the full bid amount. Once the contractor is under contract, the City will issue a deductive change order for items that we have identified (excavation disposal fees, one layer of the modular prefabricated retaining wall blocks and vegetation disposal fees). We have other potential cost saving and value engineering measures that we are working through with the contractor. Those cost savings will be known and agreed to prior to the contractor starting work.

The project will is fully funded and will be delivered with the resources within the current biennial budget.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

Rhododendron Drive Realignment and Improvement Project is related to the City work plan objectives of:

- Reconstruct Rhododendron Drive – Wildwinds to 35<sup>th</sup> including realignment, separated multi-use path and improved river overlook/parking area.

Rhododendron Drive Realignment and Improvement Project is also related to the following overarching City Goals:

- City Service Delivery – improving, maintaining and enhancing our infrastructure to meet a growing need.
- Livability & Quality of Life – being responsive to our community’s needs with efficient, effective and sustainable service delivery.
- Economic Development – providing capital investment into the local infrastructure system which allows for additional development.
- Financial & Organizational Sustainability – constructing improvements that support current and future needs

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

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

Comments: *ERReynolds*

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**ITEM’S ATTACHED:** None

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

**ITEM NO: 5**  
Meeting Date: January 22, 2024  
Department: All

**ITEM TITLE:** Commission, Committee & Volunteers Report – December 2023

**DISCUSSION/ISSUE:**

<b>Airport Volunteers</b>	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<ul style="list-style-type: none"><li>5 volunteers provided a total of 175 hours of labor greeting visiting pilots and their passengers at the airport; answering phone calls; and providing general information and directions to local attractions; checking all entrance/exit gates; visually check taxiways to ensure they are free and clear of debris; cleaned and disinfected the loaner car and collected fees from loaner car users; clean and disinfect the restrooms and office space at the airport office.</li></ul>	

<b>Audit Ad-Hoc Committee</b>	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report. Not currently actively meeting.	

<b>Budget Committee</b>	
<u>Department:</u> Finance	<u>Chairperson:</u> TBD
No report.	

<b>Community &amp; Economic Development Committee</b>	
<u>Department:</u> Administration	<u>Chairperson:</u> TBD
On temporary hiatus. No report.	

<b>Environmental Management Advisory Committee (EMAC)</b>	
<u>Department:</u> Planning	<u>Chairperson:</u> Vicki Philben
The Environmental Management Advisory Committee (EMAC) did not meet in the month of December due to the Holidays	

<b>Transportation Committee (TC)</b>	
<u>Department:</u> Planning	<u>Chairperson:</u> Storm Kurth
The Florence Transportation Committee did not meet in the month of December due to the Holidays.	

<b>Planning Commission</b>	
<u>Department:</u> Planning	<u>Chairperson:</u> Sandi Young <u>Staff:</u> Wendy FarleyCampbell – Planning <u>Director</u>
<p>On December 12, 2023, the Planning Commission met in a regularly scheduled meeting and had 2 public hearings and an initiation proceeding for a legislative update to housing codes.</p> <p>The first public hearing was a continuation of Dollar General design review from the November 14, 2023. During the public hearing the Planning Commission reviewed the revised exterior elevations and landscaping plans. The Dollar General proposal was voted on and passed with a vote of 5-1. The Dollar General location will be on the vacant lot north of the 35<sup>th</sup> and HWY 101 intersection, between Chen’s and Burger King.</p> <p>The second public hearing was a Final PUD request for Myrtle Glen. The proposal is for 25 townhomes on individual lots with the extension of 37<sup>th</sup> Street west. This site is located at the west intersection of 37<sup>th</sup> Street and Oak Street. The Public Hearing was continued to a date certain of January 9, 2024 with the Planning Commission requesting additional information.</p> <p>The Planning Commission voted unanimously to initiate Housing Code Updates related to transitional housing, emergency shelters, and changes to minimum lot square footage for medium density residential lots. These code updates were preceded by the joint work session between City Council and Planning Commission on December 4, 2023. The Planning Commission will hold the first evidentiary hearing for these code updates January 23, 2024.</p> <p>The second December Planning Commission meeting that was scheduled December 26, 2023 was cancelled due to the holidays.</p>	

<b>Florence Urban Renewal Agency</b>	
<u>Department:</u> Administrative	<u>Chairperson:</u> Mike Webb
The FURA Board did not meet in the month of December due to the Holidays.	

<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
<p>Adopt-a-Park</p> <ul style="list-style-type: none"> <li>Hurd Memorial Park: 1 volunteer provided a total of .5 hours looking for invasive species and picking up trash.</li> </ul>	

**Adopt-a-Street**

- 35<sup>th</sup> (Rhododendron-Hwy 101): 2 volunteers provided a total of 8 hours picking up litter along 35<sup>th</sup>.
- Rhododendron (35<sup>th</sup>-Sebastion): 2 volunteers provided 15 hours of labor picking up litter and trash along the roadway.

**Police Auxiliary**

Department: Police

Director: Mike Nielson

The Florence Police Auxiliary volunteered for 47 hours the month of December. Duties consisted of Mail transfer from/to City Hall, vacation checks, school traffic watch, purchasing of supplies for the Police Department, jail checks and meals, patrol, and filing.

**Police Reserve Officers**

Department: Police

Staff: John Pitcher – Police Chief

Program not active

**Public Arts Committee**

Department: Administration

Chairperson: Maggie Bagon and

Vice-Chairperson Serena Appel

The last Public Arts Committee meeting of the year was held on November 27 at 4 p.m. Meeting materials and information can be found at

[www.ci.florence.or.us/bc-pac/public-arts-committee-](http://www.ci.florence.or.us/bc-pac/public-arts-committee-meeting-14)

meeting-14. In December, subcommittees held check ins.

All members were present for the November meeting, which included a chance for members to talk about Arts & Culture related activities for November and December.

During the meeting, the Public Arts Committee heard updates from its three subcommittees: Inventory & Maintenance, Outreach & Marketing, and Art Exposed. These groups are creating plans and action timelines for 2024.

City Staff reported on the progress of Art Exposed ReVision Florence. This expansion of City of Florence’s Art Exposed Rotating Outdoor Art Gallery, <https://bit.ly/FlorenceArtExposed>, will bring six new pieces of vibrant, large-scale public art to Highway 101. The Call for Art was launched in early November and was open through Friday, December 29.

After the call closes, the Art Exposed Subcommittee will review applications based on the criteria in the call. The Subcommittee will provide their recommendations for the public to review and provide feedback. Final selections of art pieces will be made during Public Arts Committee meetings in January and February 2024. Community members are encouraged to attend the meetings and submit comments.



The Public Arts Committee meets next on January 29. All meetings of the Florence Public Arts Committee are open to the public. People can learn more at [www.ci.florence.or.us/bc-pac](http://www.ci.florence.or.us/bc-pac).

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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 Lindsey White, City Recorder

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

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

**ITEM NO: 6**

Meeting Date: January 22, 2024

Department: City Manager

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**ITEM TITLE:** Department Director Updates

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

**ITEM NO: 7**

Meeting Date: January 22, 2024

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: 8**

Meeting Date: January 22, 2024

Department: City Council

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**ITEM TITLE:** City Council Reports & Discussion Items

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