



City of Florence
A City in Motion

**City of Florence Council
 Regular Session**

Florence City Hall
 250 Hwy 101
 Florence, OR 97439
 541-997-3437
www.ci.florence.or.us

- Meeting materials including information on each agenda item are published at least 24 hours prior to the meeting, and can be found of the City of Florence website at www.ci.florence.or.us/council.
- Items distributed during the meeting, meeting minutes, and a link to the meeting video are posted to the City's website at www.ci.florence.or.us/council as soon as practicable after the meeting.
- To be notified of City Council meetings via email, please contact City Recorder Kelli Weese at kelli.weese@ci.florence.or.us.

September 18, 2017

AGENDA

4:30 p.m.

Councilors:

Joe Henry, Mayor

Joshua Greene, Council President Ron Preisler, Council Vice-President
 Susy Lacer, Councilor George Lyddon, Councilor

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

Proceedings will be recorded for rebroadcast on Cable Channel 191 and the City of Florence Vimeo Site.

4:30 p.m.

Executive Session per ORS 192.660(2)(e)
 Review of potential land sale

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

5:30 p.m.

PRESENTATIONS & ANNOUNCEMENTS

- Employee Recognition
 - Planning Director Wendy FarleyCampbell – 15 years of service
- Employee Introductions
 - Tyler Fugate – Police Officer
 - Sandi Anderson – City Services Representative
- National Preparedness Month
- Department Website Presentations

1. APPROVAL OF AGENDA

Joe Henry
 Mayor

2. PUBLIC COMMENTS

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

Joe Henry
 Mayor

ACTION ITEMS

3. SOLE SOURCE AGREEMENT FOR WELL 4 CONTROLS UPGRADE

Consider approval of Resolution No. 20, Series 2017, a resolution authorizing the City Manager to enter into a single source agreement with The Automation Group in the amount of \$44,770 for an upgrade to Well #3 controls.

Mike Miller
 Public Works
 Director

4. AIRPORT GRANT APPLICATION

Consider adoption of Resolution No. 21, Series 2017, a resolution authorizing the City of Florence to apply for an Oregon Department of Aviation grant for improvements at the Florence Municipal Airport.

Mike Miller
 Public Works
 Director

5. MILLER PARK GRANT ACCEPTANCE

Consider adoption of Resolution No. 22, Series 2017, a resolution authorizing the City to accept the Oregon Parks and Recreation Local Government Grant Program (LGGP) grant offer in the amount of \$216,000 for the Miller Park Rehabilitation project.

Mike Miller
 Public Works
 Director

6. EMERGENCY RESPONSE AGREEMENT WITH ODOT

Consider authorizing the City Manager to sign the Oregon Public Works Emergency Response Cooperative Assistance Agreement between the Oregon Department of Transportation and the City of Florence.

Mike Miller
Public Works
Director

7. MUNICIPAL COURT JUDGE SERVICES CONTRACT

Consider amending the contract for Judge Richard Brissenden for Municipal Court Judge Services.

Joe Henry
Mayor

REPORT ITEMS

8. BOARD AND COMMITTEES REPORT

Report on the workings of the City's boards and committees for the month of August 2017.

Staff
Various

9. CITY MANAGER REPORT

Erin Reynolds
City Manager

10. CITY COUNCIL REPORTS

Joe Henry
Mayor

COUNCIL CALENDAR

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

Date	Time	Description
September 20, 2017	9:30 a.m.	City Council & Florence Urban Renewal Agency Joint Work Session
October 2 nd & 4 th , 2017	---	City Council Meeting & Work Session <i>Rescheduled to 10.9 & 10.11</i>
October 9, 2017	5:30 p.m.	City Council Meeting
October 11, 2017	10:00 a.m.	City Council Work Session
October 23, 2017	---	City Council Meeting <i>Rescheduled to 10.30</i>
October 25, 2017	---	City Council Work Session <i>Canceled</i>
October 30, 2017	5:30 p.m.	City Council Meeting <i>Tentative</i>
November 6, 2017	5:30 p.m.	City Council Meeting
November 8, 2017	10:00 a.m.	City Council Work Session <i>Tentative</i>
November 15, 2017	10:00 a.m.	City Council Work Session <i>Tentative</i>
November 20, 2017	5:30 p.m.	City Council Meeting <i>Tentative</i>
November 22, 2017	---	City Council Work Session <i>Canceled</i>
November 23 rd & 24 th , 2017	---	Thanksgiving Holiday <i>City Offices Closed</i>

PROCLAMATION

Office of the Mayor, City of Florence



SEPTEMBER 2017

WHEREAS, the City of Florence and the greater Florence area are vulnerable to natural disasters or human-cause emergencies; and

WHEREAS, our local first response and government agencies have formed the West Lane Emergency Operations Group to coordinate response efforts and educate the public. However, government agencies and disaster organizations cannot bear the sole responsibility to prepare for and respond to disasters; and

WHEREAS, Florence area first responders may not always be able to reach you quickly in an emergency or disaster, and the most important step you can take in helping them is being able to take care of yourself and those in your care for at least a short period of time following an incident; and

WHEREAS, Florence area community members who are prepared to meet any emergencies or disasters can be a positive influence on their neighbors by sharing their preparedness story and encouraging friends, family and coworkers to be prepared too; and

WHEREAS, the community is encouraged to attend the 2017 Be Ready – Storm Ready Preparedness Expo that will be held at the Florence Events Center on September 23rd from 10:00 a.m. to 3:00 p.m..

NOW, THEREFORE, I, Joe Henry, Mayor of the City of Florence, do hereby proclaim September, 2017, as the **National Preparedness Month** in our City of Florence, Oregon, and encourage all members of the greater Florence community to do their part in being prepared for both large and small disasters. To learn more about what you can do to prepare for natural and human-caused disasters, visit www.ready.gov.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the City of Florence on this 18th day of September 2017.

Joe Henry, Mayor



AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 1
Meeting Date: September 18, 2017
Department: Mayor & Council

ITEM TITLE: APPROVAL OF AGENDA

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 2
Meeting Date: September 18, 2017
Department: Mayor & Council

ITEM TITLE: PUBLIC COMMENTS

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. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 3
Meeting Date: September 18, 2017
Department: Public Works

ITEM TITLE: Single Source Authorization to upgrade Well #4 Controls to include Variable Frequency Drive (VFD) in the Amount of \$44,770 with The Automation Group.

DISCUSSION/ISSUE:

During the last several years the City has utilized the professional services from The Automation Group, Inc. (TAG) for repair and support services of our Supervisory Control and Data Acquisition (SCADA) equipment. This includes installation of new specialty control equipment for the operation of wells, pumps, motors, and processes. Due to the many years of service and support, TAG is uniquely qualified to provide integrated solutions to our SCADA needs due to their intimate knowledge of our existing systems.

Currently, Wells #3A and #13 have VFD controls for the well pump and motor. This allows us greater flexibility in meeting our water demands by ramping up or down production from the well. For example, instead of shutting down an entire well, we can reduce the flow to better match the system demand. Conversely, we are able to increase the flow from well to match higher demands instead of having to bring on another well.

The proposal from TAG consists of providing and installing a TAG RTU (Remote Terminal Unit) 1100; level transducer; 4-inch mag flow meter; feeder bucket at the Water Treatment Plant main power distribution panel; 480V distribution panel at the well site; 25 hp VFD and load reactor; mini power zone (transformer with 120/240V panel – to run lights, RTU, and well house heater); switch-controlled lighting outlet; and programming.

Based on our past experience with VFD technology at Wells #3a and #13, and at our water pumping stations, confidence is very high that using this technology will have great results.

FISCAL IMPACT:

The proposal from TAG is for \$44,770. The proposal includes all the necessary work install the new controls and start up the well to verify proper operation.

Funding was requested and approved through the 2017-19 budget process. The proposal from TAG is \$10,230 less than the budgeted amount. Funding for this project is available from the Water Capital Outlay fund, specifically the well rehabilitation program.

RELEVANCE TO ADOPTED COUNCIL GOALS:

- City Service Delivery – improving, maintaining and enhancing our infrastructure as feasible.
- Livability & Quality of Life – being responsive to our community’s needs with efficient, effective and sustainable service delivery.
- Financial & Organizational Sustainability – constructing infrastructure that supports current and future needs.

ALTERNATIVES:

1. Approve Single Source Purchase Request
2. Do not approve.
3. Direct staff to prepare a formal Request for Proposals to purchase and install upgraded controls for Well #4.

RECOMMENDATION:

Staff recommends that the City Council approve Resolution No. 20, Series 2017 authorizing the City Manager to enter into a single source agreement with TAG for Well #4 controls upgrade.

AIS PREPARED BY: Mike Miller, Public Works Director

**CITY MANAGER’S
RECOMMENDATION:**

Approve Disapprove Other

Comments:

ERReynolds

ITEMS ATTACHED: Resolution No. 20, Series 2017

**CITY OF FLORENCE
RESOLUTION NO. 20, SERIES 2017**

**A RESOLUTION AUTHORIZING THE CITY OF FLORENCE, OREGON TO ENTER INTO A
SINGLE SOURCE PURCHASE AGREEMENT IN THE AMOUNT OF \$44,770 WITH TAG, INC.
TO UPGRADE THE CONTROLS OF WELL #4.**

RECITALS:

1. That the Public Works Department has researched and determined the need to upgrade the controls for Well #4 that includes a VFD (variable frequency drive), pressure transducer, mag flow meter, and other components as necessary for the well.
2. That only one supplier/one source is familiar with the existing system to make the upgrade.
3. That in accordance with ORS 279B.075 that replacement of the SCADA system/software upgrade requires the acquisition of compatible goods and services.
4. That the system as proposed by The Automation Group, Inc. will result in substantial cost savings to the City by utilizing existing hardware and software, minimization of downtime and training, and insures the safety/function of the systems both during and following the upgrade
5. That funding is available in FY18 Adopted Budget from the Water Capital Outlay fund.

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, Inc. and the City of Florence, Oregon in the amount of \$44,770 for the purchase and installation of upgraded controls for Well #4.

ADOPTION:

This Resolution is passed and adopted on the 18th day of September, 2017.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 4
Meeting Date: September 18, 2017
Department: Public Works

ITEM TITLE: Authorize Staff to Submit a Grant Application for the 2018 Critical Oregon Airport Relief Program (COAR) Grant Cycle.

DISCUSSION/ISSUE:

The Oregon Department of Aviation (ODA) recently announced the opening of the 2018 Critical Oregon Airport Relief Program (COAR) grant cycle. ODA will be accepting applications for grant funding through October 2, 2017.

The COAR is part of the Aviation System Action Program (ASAP) which was established in 2015 when the Oregon State Legislature passed House Bill 2075 to increase the fuel tax on Aviation Gas (AV Gas) and Jet Fuel by 0.02 cents per gallon to invest in aviation for specific purposes. The fuel tax increase became effective January 1, 2016 and currently has a sunset date of January 1, 2022.

Fifty percent of the amounts collected from the fuel tax increase is designated to the COAR program. Its purpose is to assist airports in Oregon with match requirements for Federal Aviation Administration (FAA) Airport Improvement Program grants; help fund emergency preparedness and infrastructure projects, in accordance with the Oregon Resilience Plan, including seismic studies, emergency generators, etc.; and to fund services critical or essential to aviation, aviation-related business development, and airport development for local economic benefit.

Based on our project, the COAR grant would offset our out of pocket costs for the runway-taxiway sealcoat and lighting upgrades. The total project is estimated to be \$1,144,445 with FAA providing 90% of the funding and the City with a 10% match requirement.

Total Project Cost	\$1,144,445
FAA Share (90%)	\$1,030,000
City Share (10%)	\$114,445

Considering the costs for the runway-taxiway sealcoat and lighting upgrade project and the goals of the COAR grant program (assist airports with FAA Match requirements), we would request \$114,445 to cover our match requirement from the FAA. If successful, the COAR grant would provide \$103,000 with the City match of \$11,445.

Project cost summary:

FAA	\$1,030,000
COAR	\$103,000
City Match	<u>\$11,445</u>
Project Total	\$1,144,445

With the COAR grant, the City costs for this important airport improvement project is 1% of the total project estimated cost.

If City Council is in agreement, staff will submit a grant application for this project.

FISCAL IMPACT:

This is the first step in a multi-step process. If the grant application is approved by the Oregon Aviation Department (ODA), staff will bring forward a request for Council to accept the grant.

If we are successful in obtaining a COAR grant from ODA for the runway-taxiway rehabilitation project, which also includes upgrades to the PAPI (Precision Approach Pathway Indicator) lights for Runway 15 and MIRL (Medium Intensity Runway Lights) the minimum required match would be \$11,445 or 1-percent of the total project cost.

RELEVANCE TO ADOPTED COUNCIL GOALS:

The application for ODA COAR grant meets the 2017 Council Goals of:

- City Service Delivery – improving the delivery of cost effective and efficient services by leveraging grant proceeds.
- Livability & Quality of Life – being responsive to our community’s needs with efficient, effective and sustainable service delivery.
- Economic Development – by maintaining a significant asset such as the airport runway, taxiway upgrading the runway lighting system will attract additional uses from the region which may increase tourism and dollars spent within the community.
- Communication & Trust – strengthening citizen trust by cooperatively working with established community associations for the common good of the community.
- Financial & Organizational Sustainability – leveraging grant proceeds to complete enhancements to Florence Municipal Airport.

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- ALTERNATIVES:**
1. Submit grant application for airport improvements.
 2. Do not authorize staff to submit a grant.
-

RECOMMENDATION:

Staff recommends that the City Council authorize staff to submit a COAR grant application to the ODA to assist with our FAA match requirements for the airport runway and taxiway rehabilitation project, including necessary lighting upgrades.

AIS PREPARED BY: Mike Miller, Public Works Director

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

ITEMS ATTACHED: Resolution No. 21, Series 2017

**CITY OF FLORENCE
RESOLUTION NO. 21, SERIES 2017**

A Resolution Establishing Approval to Apply for a Grant from the Oregon Department of Aviation for Improvements at the Airport, and Delegating Authority to the City Manager or Designee to Sign the Application.

RECITALS:

1. The Oregon Department of Aviation is accepting grant applications for the COAR Program.
2. The City of Florence desires to participate in this grant program to the greatest extent possible as a means of providing runway and taxiway rehabilitation and lighting improvements to the airport.
3. City Council and Staff members have identified the necessity the Runway and Taxiway Rehabilitation and Lighting System Upgrades in the 2017-19 Biennium Capital Improvement Plan.
4. The Runway and Taxiway Rehabilitation and Lighting System Upgrades is a funded project included in the 2018-2023 SCIP (Statewide Capital Improvement Program).
5. The City of Florence has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded.
6. The City of Florence will provide adequate funding for on-going operations and maintenance of this facility should the grant funds be awarded.

Based on these findings,

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

1. The City Council demonstrates its support for the submittal of a grant application to the Oregon Department of Aviation for Critical Oregon Airport Relief program to complete runway and taxiway rehabilitation and lighting system upgrades to the Florence Municipal Airport.
2. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 18th day of September, 2017.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 5
Meeting Date: September 18, 2016
Department: Public Works

ITEM TITLE: Acceptance of 2017 Local Government Grant Program Grant and Approval of Resolution No. 22, Series 2017.

DISCUSSION/ISSUE:

The City received official word from Oregon Parks and Recreation Department (OPRD) on September 11, 2016 that our application for the 2017 Local Government Grant Program (LGGP) grant was approved. The grant provides up to \$216,000 in grant funding towards the Miller Park Rehabilitation project.

In March 2017, City Council authorized staff to submit a grant application to construct a concession stand, restrooms and storage facility; renovate and relocate the two (2) softball fields; installation of new softball backstops; development of a new soccer field; and new sidewalk on Oak Street from 20th to the park parking lot..

The LGGP grant from OPRD for the improvements at Miller Park, has a minimum required match of \$144,000. The match can be accomplished through a combination of City labor and equipment, federal revenue sharing, other eligible grants (such as the \$5,000 'Boost Grant' from Lane County Economic Development), donated funds, donated equipment, donated materials, donated labor (volunteer) and City funds. It is our intent to complete these improvements as a 'community project' by utilizing volunteer labor and equipment as well as City staff and equipment, thus minimizing the expenditure of general fund dollars.

FISCAL IMPACT:

The Miller Park Rehabilitation project valued at \$360,000. The LGGP grant award and maximum reimbursement is 60% of the project or \$216,000. The 40% match of \$144,000 can be accomplished through a combination of City labor and equipment, federal revenue sharing, other eligible grants, donated funds, donated equipment, donated materials and City funds.

RELEVANCE TO ADOPTED COUNCIL GOALS:

The OPRD LGGP grant meets the 2017 Council Goals of:

- City Service Delivery – improving the delivery of cost effective and efficient services by utilizing volunteer labor to leverage grant proceeds.
 - Livability & Quality of Life – by being responsive to our community's needs and improving the City's park development while improving the parks curb appeal.
-

- Economic Development – by creating a premier baseball, softball, and soccer field(s) that will attract additional uses from the region which may increase tourism and dollars spent within the community.
- Communication & Trust – strengthening citizen trust by cooperatively working with established community sports associations for the common good of the community.
- Financial & Organizational Sustainability – leveraging locally raised funds, volunteer labor and utilization of existing City specialized equipment with grant proceeds to complete enhancements to Miller Park.
- Financial & Organizational Sustainability – leveraging locally raised funds, volunteer labor and utilization of existing City specialized equipment with grant proceeds to develop a new riverside park.

ALTERNATIVES: 1. Accept OPRD LGGP grant for improvements at Miller Park.
 2. Reject the OPRD LGGP grant offer.

RECOMMENDATION:
 Staff recommends that the City Council accept the grant; approve Resolution 22, Series 2017; and authorize the City Manager to enter into the OPRD grant offer LG17-008.

AIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER’S RECOMMENDATION: Approve Disapprove Other

Comments: *ER Reynolds*

ITEMS ATTACHED: Resolution 22, Series 2017

**CITY OF FLORENCE
RESOLUTION NO. 22, SERIES 2017**

A Resolution Authorizing the City of Florence, Oregon to Accept a Local Government Grant Program Grant from the Oregon Parks and Recreation Department for the Miller Park Rehabilitation Project.

RECITALS:

1. The Oregon Parks and Recreation Department is awarding the City of Florence a Local Government Grant Program grant.
2. The City of Florence desires to accept this grant in order to provide needed park and recreation improvements and enhancements to the Florence community.
3. City Council, Staff, and Community members have identified the necessity for a new concession stand, restrooms, storage building, and play field rehabilitation as a priority need in the Florence Parks and Recreation Master Plan of 2011.
4. The City of Florence has available local matching funds to fulfill its share of obligation related to this grant award.
5. The City of Florence will provide adequate funding for on-going operations and maintenance of this park and recreation facility.

Based on these findings,

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

1. Authorizes the City Manager to accept the Local Government Grant Program grant from Oregon Park and Recreation Department to construct a new concession stand, restrooms, storage facility, rehabilitation/relocation of the softball fields, and creation of a soccer field(s) at Miller Park.
2. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 18th day of September, 2017.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 6
Meeting Date: September 18, 2017
Department: Public Works

ITEM TITLE: Authorize the City Manager to sign the Oregon Public Works Emergency Response Cooperative Assistance Agreement between Oregon Department of Transportation and City of Florence.

DISCUSSION/ISSUE:

The Oregon Public Works Emergency Response Cooperative Assistance Agreement is up for renewal. The agreement was last signed in December 2012 and the agreements remain in effect for five years.

Events like September 11; the 1994 Northridge earthquake; the 1997 Red River flood; and more recently Hurricane Harvey identified the need for public works agencies to create intrastate mutual aid and assistance programs. Oregon Public Works Emergency Response Cooperative Assistance Agreement by its nature is designed to provide public works to public works assistance and it is able to integrate into the emergency management process. The purpose of agreement is to provide a method whereby public works agencies that have sustained damages from natural or human caused events could obtain emergency assistance in the form of personnel, equipment, materials and other associated services as necessary. The objective is to provide rapid, short term deployment of emergency services to restore critical operations of the affected agency.

The agreement also provides the mechanism for reimbursement for assistance in the event that an emergency is declared and authorized either at the state or federal level. In order to be eligible for federal reimbursement, assistance provided through mutual aid agreements requires that the agreements be established prior to the event or emergency.

The mutual aid agreement enables public works agencies to support each other during an emergency; provides the mechanism for immediate response to the requesting agency when the responding agency determines it can provide the needed resources and expertise to an event or incident; and sets up the documentation needed to seek maximum reimbursement possible from appropriate federal agencies.

Public works agencies in Oregon may sign the agreement, or cancel their participation as they wish by giving written notice. ODOT maintains the list of all parties to the agreement and sends out updated lists to all parties.

FISCAL IMPACT:

The term of the agreement is for five (5) years. The agreement does not cost or obligate the City to anything.

RELEVANCE TO ADOPTED COUNCIL GOALS:

The Oregon Public Works Emergency Response Cooperative Assistance Agreement meets the 2017 Council Goals of:

- City Service Delivery – improving the delivery of cost effective and efficient services.
- Livability & Quality of Life – by being responsive to our community’s needs.
- Communication & Trust – strengthening citizen trust by cooperatively working with other agencies for the common good.
- Financial & Organizational Sustainability – better utilization of existing specialized equipment.

ALTERNATIVES:

1. Authorize the City Manager to sign the reciprocal Oregon Public Works Emergency Response Cooperative Assistance Agreement with ODOT.
2. Do not authorize the City Manager to sign the Oregon Public Works Emergency Response Cooperative Assistance Agreement with ODOT.

RECOMMENDATION:

Staff recommends that City Council authorize the City Manager to sign the Oregon Public Works Emergency Response Cooperative Assistance Agreement.

AIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER’S RECOMMENDATION: Approve Disapprove Other

Comments: *ER Reynolds*

ITEMS ATTACHED: Oregon Public Works Emergency Response Cooperative Assistance Agreement

OREGON PUBLIC WORKS EMERGENCY RESPONSE
COOPERATIVE ASSISTANCE AGREEMENT

THIS AGREEMENT is between the government agencies (local, county, or state) that have executed the Agreement, as indicated by the signatures at the end of this document.

WITNESSETH:

WHEREAS, parties to this agreement are responsible for the construction and maintenance of public facilities such as street, road, highway, sewer, water, and related systems during routine and emergency conditions; and

WHEREAS, each of the parties owns and maintains equipment, and employs personnel who are trained to provide service in the construction and maintenance of street, road, highway, sewer, water, and related systems and other support;

WHEREAS, in the event of a major emergency or disaster as defined in ORS 40 1.025 (5), the parties who have executed this Agreement may need assistance to provide supplemental personnel, equipment, or other support; and

WHEREAS, the parties have the necessary personnel and equipment to provide such services in the event of an emergency; and

WHEREAS, it is necessary and desirable that this Agreement be executed for the exchange of mutual assistance, with the intent to supplement not supplant agency personnel;

WHEREAS, an Agreement would help provide documentation needed to seek the maximum reimbursement possible from appropriate federal agencies during emergencies;

WHEREAS, ORS Chapter 402.010 provides for Cooperative Assistance Agreement among public and private agencies for reciprocal emergency aid and resources; and

WHEREAS, ORS Chapter 190 provides for intergovernmental agreements and the apportionment among the parties of the responsibility for providing funds to pay for expenses incurred in the performance of the agreed upon functions or activities;

NOW THEREFORE, the parties agree as follows:

1. Request

If confronted with an emergency situation requiring personnel, equipment or material not available to it, the requesting party (Requestor) may request assistance from any of the other parties who have executed this Agreement.

2. Response

Upon receipt of such request, the party receiving the request (Responder) shall immediately take the following action:

- A. Determine whether it has the personnel, equipment, or material available to respond to the request.
- B. Determine what available personnel and equipment should be dispatched and/or what material should be supplied.
- C. Dispatch available and appropriate personnel and equipment to the location designated by the Requestor.
- D. Provide appropriate access to the available material.
- E. Advise the Requestor immediately in the event all or some of the requested personnel, equipment, or material is not available.

NOTE: It is understood that the integrity of dedicated funds needs to be protected. Therefore, agencies funded with road funds are limited to providing services for road activities, sewer funds are limited to providing services for sewer activities and so on.

3. Incident Commander

The Incident Commander of the emergency shall be designated by the Requestor, and shall be in overall command of the operations under whom the personnel and equipment of the Responder shall serve. The personnel and equipment of the Responder shall be under the immediate control of a supervisor of the Responder. If the Incident Commander specifically requests a supervisor of the Responder to assume command, the Incident Commander shall not, by relinquishing command, relieve the Requestor of responsibility for the incident.

4. Documentation

Documentation of hours worked, and equipment or materials used or provided will be maintained on a shift by shift basis by the Responder, and provided to the Requestor as needed.

5. Release of Personnel and Equipment

All personnel, equipment, and unused material provided under this Agreement shall be returned to the Responder upon release by the Requestor, or on demand by the Responder.

6. Compensation

It is hereby understood that the Responder will be reimbursed (e.g. labor, equipment, materials and other related expenses as applicable, including loss or damage to equipment) at its adopted usual and customary rates.

Compensation may include:

- A. Compensation for workers at the Responder's current pay structure, including call back, overtime, and benefits.
- B. Compensation for equipment at Responder's established rental rate.
- C. Compensation for materials, at Responder's cost. Materials may be replaced at Requestor's discretion in lieu of cash payment upon approval by the Responder for such replacement.
- D. Without prejudice to a Responder's right to indemnification under Section 7.A. herein, compensation for damages to equipment occurring during the emergency incident shall be paid by the Requestor, subject to the following limitations:
 - 1) Maximum liability shall not **exceed** the cost of repair or cost of replacement, whichever is less.
 - 2) No compensation will be paid for equipment damage or loss attributable to natural disasters or acts of God not related to the emergency incident.
 - 3) To the extent of any payment under this section, Requestor will have the right of subrogation for all claims against parties other than parties to this agreement who may be responsible in whole or in part for damage to the equipment.

- 4) Requestor shall not be liable for damage caused by the neglect of the Responder's operators.

Within 30 days after presentation of bills by Responder entitled to compensation under this section, Requestor will either pay or make mutually acceptable arrangements for payment.

7. Indemnification

This provision applies to all parties only when a Requestor requests and a Responder provides personnel, equipment, or material under the terms of this Agreement. A Responder's act of withdrawing personnel, equipment, or material provided is not considered a party's activity under this Agreement for purposes of this provision.

To the extent permitted by Article XI of the Oregon Constitution and by the Oregon Tort Claims Act, each party shall indemnify, within the limits of the Tort Claims Act, the other parties against liability for damage to life or property arising from the indemnifying party's own activities under this Agreement, provided that a party will not be required to indemnify another party for any such liability arising out of the wrongful acts of employees or agents of that other party.

8. Workers Compensation Withholdings and Employer Liability

Each party shall remain fully responsible as employer for all taxes, assessments, fees, premiums, wages, withholdings, workers compensation and other direct and indirect compensation, benefits, and related obligations with respect to its own employees. Likewise, each party shall insure, self-insure, or both, its own employees as required by Oregon Revised Statutes.

9. Pre-Incident Plans

The parties may develop pre-incident plans for the type and locations of problem areas where emergency assistance may be needed, the types of personnel and equipment to be dispatched, and the training to be conducted to ensure efficient operations. Such plans shall take into consideration the proper protection by the Responder of its own geographical area.

10. The Agreement

- A. It is understood that all parties may not execute this Agreement at the same time. It is the intention of the parties that any governmental entity in the State of Oregon may enter into this Agreement and that all parties who execute this Agreement will be

considered to be equal parties to the Agreement. The individual parties to this Agreement may be "Requestor" or "Responder's" as referred to in Section 1. and 2. above, to all others who have entered this Agreement.

- B. The Oregon Department of Transportation (ODOT) Maintenance and Operations Branch shall maintain the master copy of this Agreement, including a list of all those governmental entities that have executed this Cooperative Assistance Agreement. ODOT will make the list of participants available to any entity that has signed the Agreement. Whenever an entity executes the agreement, ODOT shall notify all others who have executed the Agreement of the new participant. Except as specifically provided in this paragraph, ODOT has no obligations to give notice nor does it have any other or additional obligations than any other party.
- C. This Agreement shall be effective upon approval by two or more parties and shall remain in effect as to a specific party for five years after the date that party executes this Agreement unless sooner terminated as provided in this paragraph. Any party may terminate its participation in this Agreement prior to expiration as follows:
 - 1) Written notice of intent to terminate this Agreement must be given to all other parties on the master list of parties at least 30 days prior to termination date. This notice shall automatically terminate the Agreement as to the terminating party on the date set out in the notice unless rescinded by that party in writing prior to that date.
 - 2) Termination will not affect a party's obligations for payment arising prior to the termination of this Agreement.

11. Non-exclusive

This Agreement is not intended to be exclusive among the parties. Any party may enter into separate cooperative assistance or mutual aid agreements with any other entity. No such separate Agreement shall terminate any responsibility under this Agreement.

12. Parties to This Agreement

Participants in this Agreement are indicated on the following pages, one party per page.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement for Public Works Cooperative Assistance to be executed by duly authorized representatives as of the date of their signatures.

STATE OF OREGON
DEPARTMENT OF TRANSPORTATION



June 1, 2017

Luci Moore
Statewide Maintenance Engineer

Date

IN WITNESS WHEREOF, the parties hereto have caused this Agreement for Public Works Cooperative Assistance to be executed by duly authorized representatives as of the date of their signatures.

City of Florence

Agency

Lane

County, Oregon

Erin Reynolds, City Manager

Authorized Representative

Date

Designated Primary Contact:

Office:

Contact:

Phone Number:

Florence Public Works

Mike Miller

541-997-4106

Emergency 24 Hour Phone Number:

Fax Number:

541-997-3515

541-902-1333

E-mail address (if available):

mike.miller@ci.florence.or.us

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 7
Meeting Date: September 18, 2017
Department: City Council

ITEM TITLE: Municipal Court Judge Annual Performance and Contract Review

DISCUSSION/ISSUE:

On August 22nd, 2017 Mayor Joe Henry and Councilor Susy Lacer met with Municipal Court Judge Richard Brissenden to review his contract. Judge Brissenden requested the same Consumer Price Index (CPI) increase for his contracted services as the City is providing to its employees for fiscal year 2017-18.

During the agenda item portion of the regular Council meeting, Mayor Henry will provide a synopsis of the meeting with Judge Brissenden along with any comments that Councilor Lacer may have. The City Council will then consider the compensation amendment of the Personal Services Contract for Municipal Court Judge.

Comments from Mayor Henry:

Councilor Susy Lacer and I met with Judge Brissenden at the Municipal Court office on Tuesday, August 22nd, 2017 to conduct the annual review of the contract for services between the Judge and the City of Florence.

I believe it is very difficult to evaluate the performance of the Judge and the Court from the standpoint of administration and implementation of the law. It has, however, been my observation that Judge Brissenden performs the services outlined in his contract in an exemplary manner and I am impressed with the following characteristics:

1. Fairness and patience in dealing with offenders, especially those that frequent the system.
2. Firmness in administering the law and its penalties.
3. Innovation and efficiencies in the operation such as the outsourcing of probation.
4. Empathy for the less fortunate that in some cases may be in the system for reasons to completely within their control.

Areas that were discussed included the progress with outsourcing probation services and the Judge stated that this is working well and is making the court system more effective. The Judge feels that his serving both our Municipal court and the County court have a synergistic impact on the justice system in Florence.

Judge Brissenden stated that he was satisfied with the structure of the current contract and was satisfied with an increase in compensation that was equivalent to the CPI increase administered to the City's employees.

Comments from Councilor Lacer:

Based on my observations of Municipal Court sessions, an examination of Judge Brissenden's personal services contract, and the annual contract review meeting with the Judge and Mayor Henry, I am pleased to recommend the requested increase in monthly retainer for Municipal Court Judge services. I believe Judge Brissenden ably performs the duties of this position, often under very challenging circumstances. The City is fortunate to benefit from Judge Brissenden's professional and competent services as Municipal Court Judge.

FISCAL IMPACT:

It is our recommendation that the City Council approve an amendment to the Municipal Court Judge contract to implement an increase to the monthly retainer of 2.8% for the 2017-18 fiscal year, effective July 1, 2017. The 2016-17 increase in the base contract was the CPI rate of 1.0%.

The Judge stated that he is adequately compensated and that the proposed increase will be satisfactory. The Judge stated that he was not requesting any other contract changes and that the current cell phone allowance (\$80.00/month) and travel allowance (\$200/month) are adequate.

RELEVANCE TO ADOPTED CITY WORK PLAN:

Goal 1: City Services Delivery

ALTERNATIVES:

1. Approve Amendment 3 to the Municipal Court Judge Contract
2. Direct Mayor Henry and Councilor Lacer to renegotiate Amendment 3 to the Municipal Court Judge Contract
3. Do not approve Amendment 3 to the Municipal Court Judge Contract

RECOMMENDATION:

Approve Amendment 3 to the Municipal Court Judge Contract, which includes a 2.8% increase to the base compensation for the Judge's services.

AIIS PREPARED BY: Megan Messmer, Project Manager for the City Council

CITY MANAGER'S RECOMMENDATION:

Approve Disapprove Other
Comments: *ER Reynolds*

ITEM'S ATTACHED:

- Proposed Amendment 3
- Municipal Court Judge Contract, including Amendment 1 & 2

AMENDMENT TO PERSONAL SERVICES CONTRACT

**Amendment No. 3
Municipal Court Judge**

This **Amendment No. 3 to the Personal Services Contract for Municipal Court Judge** is entered into effective July 1, 2017 between the City of Florence, a municipal corporation, acting by and through its duly authorized City Council ("City") and Richard B. Brissenden ("Brissenden") and amends the Personal Services Contract between City and Brissenden effective July 1, 2014 for Municipal Court Judge services ("Contract").

The City and Brissenden previously entered into the Personal Services Contract for Municipal Court Judge services for the Florence Municipal Court as outlined in the Contract.

The parties wish to amend the compensation due under the Contract to implement a one-time Consumer Price Index (CPI) rate adjustment of 2.8%, effective July 1, 2017. This will amend the monthly compensation from \$5,410 per month to \$5,561 per month. The increase will not affect Brissenden's cell phone or travel allowances.

Amendment 3

The Contract is revised as follows:

The first sentence of Section 4, Compensation, is replaced with the following:

The City shall pay Brissenden a monthly retainer of \$5,561 effective July 1, 2017.

In all other respects, the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, each party to this agreement has caused it to be executed in the County of Lane, State of Oregon, on the date indicated below.

By: _____ Date: _____
Richard B. Brissenden

CITY OF FLORENCE

By: _____ Date: _____
Joe Henry, Mayor

PERSONAL SERVICES CONTRACT

MUNICIPAL COURT JUDGE

Agreement made effective July 1, 2014 by and between the City of Florence, a municipal corporation, acting by and through its duly authorized City Council and located in the County of Lane, State of Oregon, referred to as "City" and Richard B. Brissenden, of the City of Eugene, County of Lane, State of Oregon, referred to as "Brissenden."

The parties agree as follows:

1. **Purpose of Services.** City appoints Brissenden as the Municipal Judge for the City of Florence, to preside over and perform those duties as described in the position classification for Municipal Judge as adopted by the City and as specified by the City Code.
2. **Acceptance of Service.** Brissenden accepts the appointment and promises and will render to the best of his ability the role of Judge of the Municipal Court of the City of Florence as described above in Section 1 during the continuance of this agreement.
3. **Time Requirements,** Court will be held at a time designated by Brissenden on Monday and Tuesday of each week. In the case of a month having five weeks, Brissenden will designate in which week Court will not be held. In addition to the four Mondays and four Tuesdays per month up on which Court is held, Court will also be held on an additional Monday a year if needed; unless Brissenden designates otherwise. Court will not be held on legal holidays, during the week before Christmas or the week before New Year's day. On Court days Brissenden will devote such time as is necessary to perform the work of the Court as well as any administrative duties. Outside Court days, Brissenden will be responsible for all judicial responsibilities of the Court and will be in contact by telephone as necessary, but may delegate to the Court Administrator within the scope of the Administrator's job description, such responsibilities as he deems appropriate.
4. **Compensation,** The City shall pay Brissenden a monthly retainer of \$5,277 effective July 1, 2014. The City will also pay Brissenden \$80.00/month as a cell phone allowance for 24/7 contact availability, and \$200/month travel allowance for commuting and personal expenses related to the function and position of Florence Municipal Judge. Payment of the retainer, cell phone and travel allowance will be made on the last day of each month. City shall not withhold from the compensation paid Brissenden for state or federal income tax.
5. **Independent Contractor.** Brissenden is an independent contractor to the City as defined in ORS 670.600. As set forth in this Agreement, Brissenden is in control over the means and manner of providing the judicial services and is responsible for obtaining and maintaining a license to practice law in Oregon. The parties acknowledge that part-time judicial position contemplated by this Agreement is one that is customarily engaged in by an independently established business. In support of that proposition, the parties acknowledge that Brissenden maintains a separate office apart from City offices, maintains his own insurance, provides judicial services to more than one municipality, and has the authority as set out in this Agreement to designate pro tem replacements.

6. **Worker's Compensation.** As an independent contractor, Brissenden is a non-subject worker and the City is not required to obtain worker's compensation insurance coverage for Brissenden pursuant to ORS Chapter 656. To the extent Brissenden employs any subject workers to perform work under this Agreement, Brissenden is solely responsible for obtaining worker's compensation insurance and Brissenden shall fully comply with ORS Chapter 656. Brissenden is responsible for maintaining his own worker's compensation insurance at his own expense, if he so desires.

7. **Termination,** This agreement is perpetual; however Brissenden serves at the pleasure of the Florence City Council and may be terminated at any time on five months prior written notice by either party to the other that Brissenden's position under and pursuant to this agreement is to be so terminated.

8. **Entire Agreement,** This agreement constitutes the entire agreement between the parties, and any prior understanding or representation of any kind preceding the date of this agreement shall not be binding on either party except to the extent incorporated in this agreement.

9. **Assignment of Right,** As provided by the City Code, Brissenden shall annually seek and designate qualified judges pro tem to be approved by the City Council and this designation will be submitted July of each year or more often if required. Whenever he is unable to perform the duties of Municipal Judge, Brissenden shall arrange and pay for a judge pro-tem from the approved list. The City Council has approved the appointment of Dawn M. Reynolds as a pro tem Judge for FY 2013-2014 (July 1, 2013 through June 30, 2014).

10. **Headings,** The titles to the paragraphs of this agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provision of this agreement.

This contract supersedes all previous contracts and addenda.

IN WITNESS WHEREOF, each party to this agreement has caused it to be executed in the County of Lane, State of Oregon, on the date indicated below.

By: _____

Richard B. Brissenden

Date: _____

5-12-14

City of Florence

By: _____

Nola Xavier, Mayor

Date: _____

5-6-14

AMENDMENT TO PERSONAL SERVICES CONTRACT

**Amendment No. 1
Municipal Court Judge**

This **Amendment No. 1 to the Personal Services Contract for Municipal Court Judge** is entered into effective July 1, 2015 between the City of Florence, a municipal corporation, acting by and through its duly authorized City Council ("City") and Richard B. Brissenden ("Brissenden") and amends the Personal Services Contract between City and Brissenden effective July 1, 2014 for Municipal Court Judge services ("Contract").

The City and Brissenden previously entered into the Personal Services Contract for Municipal Court Judge services for the Florence Municipal Court as outlined in the Contract.

The parties wish to amend the compensation due under the Contract to implement a one-time Consumer Price Index (CPI) rate adjustment of 1.5%, effective July 1, 2015. This will amend the monthly compensation from \$5,277 per month to \$5,356 per month. The increase will not affect Brissenden's cell phone or travel allowances.

Amendment


The Contract is revised as follows:

The first sentence of Section 4, Compensation, is replaced with the following:

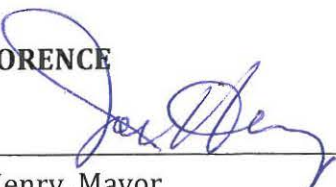
The City shall pay Brissenden a monthly retainer of \$5,356 effective July 1, 2015.

In all other respects, the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, each party to this agreement has caused it to be executed in the County of Lane, State of Oregon, on the date indicated below.

By: 
Richard B. Brissenden

Date: 7-14-15

CITY OF FLORENCE
By: 
Joe Henry, Mayor

Date: 7-6-2015

AMENDMENT TO PERSONAL SERVICES CONTRACT

**Amendment No. 2
Municipal Court Judge**

This **Amendment No. 2 to the Personal Services Contract for Municipal Court Judge** is entered into effective July 1, 2016 between the City of Florence, a municipal corporation, acting by and through its duly authorized City Council ("City") and Richard B. Brissenden ("Brissenden") and amends the Personal Services Contract between City and Brissenden effective July 1, 2014 for Municipal Court Judge services ("Contract").

The City and Brissenden previously entered into the Personal Services Contract for Municipal Court Judge services for the Florence Municipal Court as outlined in the Contract.

The parties wish to amend the compensation due under the Contract to implement a one-time Consumer Price Index (CPI) rate adjustment of 1.0%, effective July 1, 2016. This will amend the monthly compensation from \$5,356 per month to \$5,410 per month. The increase will not affect Brissenden's cell phone or travel allowances.

Amendment 2

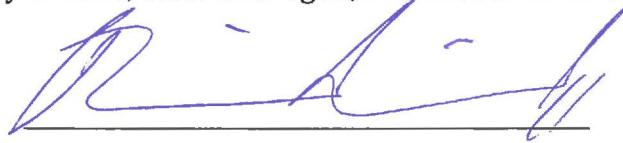
The Contract is revised as follows:

The first sentence of Section 4, Compensation, is replaced with the following:

The City shall pay Brissenden a monthly retainer of \$5,410 effective July 1, 2016.


In all other respects, the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, each party to this agreement has caused it to be executed in the County of Lane, State of Oregon, on the date indicated below.

By: 

Richard B. Brissenden

Date: 10/5/16

CITY OF FLORENCE
By: 

Joe Henry, Mayor

Date: 10-5-2016

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 8
Meeting Date: September 18, 2017
Department: All

ITEM TITLE: Board and Committee Report – August 2017

DISCUSSION/ISSUE:

Airport Advisory Committee	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
Airport Advisory Committee did not meet in August. Next scheduled meeting is September 13, 2017 at 2pm.	

Airport Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<u>Airport Volunteer Group</u> (AVG) provided 248 hours 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; check loaner cars and collect fees from loaner car users; clean the restrooms and office space at the airport office.	

Ad-Hoc Finance Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
No report.	

Audit Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
No report.	

Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> Andy Parks – Interim Finance Director
No report.	

Economic Development Committee (EDC)	
<u>Department:</u> Administration	<u>Staff:</u> Jesse Dolin – Economic Development Catalyst
The team is set to meet again on October 17 th .	

Environmental Management Advisory Committee (EMAC)

Department: Planning

Staff: Wendy FarleyCampbell –
Planning Director

No Report.

Florence Events Center Volunteers / Friends of the FEC

Department: Florence Events Center

Staff: Kevin Rhodes – FEC Director

The City of Florence and the Friends of the Florence Events Center will team up for the Florence Chamber Business After Hours on Thursday August 3rd from 5pm - 7pm. The reception will be held on the FEC stage where the Friends will feature a dazzling "behind the scene" look from the technical perspective for performances held at the FEC. The City will feature displays on the Housing and Economic Opportunity Project (HEOP) and Revision Florence. Delicious Hors d'oeuvres and a variety of beverages will be provided by Pavilion Catering.

Florence Urban Renewal Agency

Department: Administrative

Staff: Erin Reynolds – City Manager

FURA met on August 23rd to review the next steps for ReVision Florence, as well as hear reports concerning the Housing and Economic Opportunities Project, Public Art Committee, and the Downtown Revitalization Team.

Florence Urban Renewal Agency Budget Committee

Department: Finance

Staff: Andy Parks – Interim Finance Director

No report.

Housing and Economic Opportunities Project Ad-Hoc Committee

Department: Community & Economic
Development

Staff: Wendy FarleyCampbell, Planning
Director & Kelli Weese, City Recorder /
Economic Development Coordinator

The Committee met on August 1st to meet with the consultant team and review the initial findings for the buildable land inventory and the economic opportunity analysis. The next meeting is scheduled for October 10th.

Parks Volunteers

Department: Public Works

Staff: Mike Miller – Public Works Director

Old Town Park (Gazebo Park): Volunteers completed 12.5 hours of volunteer labor cleaning the flowerbeds, pruning and weeding at the park during August.

Gallagher Park: Siuslaw Chapter of American Rhododendron Society volunteers provided 23 hours of labor pruning rhododendrons and other shrubs in the park along Spruce Street.

Munsel Road Park: BSA Troop 721 provided 18 hours of volunteer hours cleaning the flower beds.

Veterans Memorial Park: Volunteers provided 6 hours of labor cleaning and weeding at the park in August.

Planning Commission

Department: Planning

Staff: Wendy FarleyCampbell – Planning Director

No Report.

Police Auxiliary

Department: Police

Staff: Merrilee Mager – Auxiliary Director

It was another busy summer month for the Auxiliary. We currently have 12 Auxiliary volunteer's who contributed a total of 295 volunteer hours in August. While there were no special events, our members continued to serve the community by performing a variety of regular duties as described below.



Also in August, Director Gary Stine stepped down after 4 years in this leadership role. Thankfully, Gary will continue to serve as a volunteer of the Auxiliary. Merrilee Mager was offered the position of Director by Chief Turner and accepted. She has been a resident of Florence for 3 years and a member of the Auxiliary for just over 1 year.

AUXILIARY REGULAR DUTIES

Neighborhood patrols and vacation checks	Pick up found property
Check on dog complaints, dogs left in cars	Check handicapped parking for violations/issue warnings and tickets
Jail checks and meals	Fingerprinting for the public and the court
Sex offender registration	Filing of tickets and incident reports
Shredding documents	Home security inspections
Neighborhood Watch	Purchase of immediate needs for the PD and jail
Monthly Auxiliary meeting	

Police Reserve Officers	
<u>Department:</u> Police	<u>Staff:</u> Tom Turner – Police Chief
Program not active	

Public Art Committee	
<u>Department:</u> Administrative	<u>Staff:</u> Kelli Weese – City Recorder / Economic Development Coordinator

PAC met on August 7th to continue working toward projects. The following is the status of the PAC projects.

- Trash Cans: The plaques for each of the cans have been installed.
- Gallery in Old Town: The group reviewed and approved a call to artist process for the project.
- Public Art Donations: The totem pole is up! Check it out at Gallagher park! Feedback from the community has been very positive so far.
- Hwy 101 & 126 Mural: The Team has been working to reach an agreement with Central Lincoln PUD to place the mural on their building. Next steps will be to get the call to artists prepared and published.
- Siuslaw Bridge Steps: The Call to artists has been published on Café.

• Public Outreach / Marketing:

The team and the projects were featured in the Siuslaw News on August 2nd in preparation for the public art forum held on August 14th at City Lights Cinemas. The Forum brought together between 40 and 50 community members to learn more about the public art committee and their projects. The team is also presented to the Florence Urban Renewal Agency at their meeting on August 23rd.



Transit Advisory Committee (TAC)	
<u>Department:</u> Planning	<u>Staff:</u> Glen Southerland – Associate Planner
No Report.	

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.

RELEVANCE TO ADOPTED CITY WORK PLAN:

Goal 1: Deliver efficient and cost effective city services. Goal 5: Strengthen and Improve City's Organization and Capital Plant.

AIS PREPARED BY: Report written by City of Florence staff and compiled by Kelli Weese, City Recorder

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other
Comments:

ERReynolds

ITEM'S ATTACHED: None

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 9
Meeting Date: September 18, 2017
Department: City Manager

ITEM TITLE: CITY MANAGER REPORT

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 10
Meeting Date: September 18, 2017
Department: City Council

ITEM TITLE: CITY COUNCIL REPORTS

Florence City Council Calendar - 2017

September

M	Tu	W	Th	F	Sa/Su
				1	2 & 3
4 <small>Labor. Day Holiday</small> Council Meeting Canceled		6 Council Work Session - Canceled		8	9 & 10
11	12	13	14	15	16 & 17
18 Council Meeting	19	20 FURA / CC Joint Mtg Council Work Session - Canceled	21	22	23 & 24
25	26	27	28 League of Oregon Cities Conf.		30 & 1

October

M	Tu	W	Th	F	Sa/Su
2 Council Meeting - Rescheduled	3	4 Council Work Session - Rescheduled	5	6	7 & 8
9 Council Meeting	10	11 Council Work Session - <i>Tentative</i>	12	13	14 & 15
16	17	18	19	20	21 & 22 ICMA Conf.
23 Council Meeting - Rescheduled	24	25 Council Work Session - Canceled FURA Mtg - <i>Tentative</i>	26	27	28 & 29
International City Man. Asso. Conf.					
30 Council Meeting - <i>Tentative</i>	31				

November

M	Tu	W	Th	F	Sa/Su
		1	2	3	4 & 5
6 Council Meeting	7	8 Council Work Session - <i>Tentative</i>	9	10 Veteran's Day Holiday Observed	11 & 12
13	14	15 Council Work Session - <i>Tentative</i>	16	17	18 & 19
20 Council Meeting - <i>Tentative</i>	21	22 Council Work Session Canceled FURA Mtg - <i>Tentative</i>	23 Thanksgiving		25 & 26
27	28	29	30		

December

M	Tu	W	Th	F	Sa/Su
				1	2 & 3
4 Council Meeting	5	6 Council Work Session - <i>Tentative</i>	7	8	9 & 10
11	12	13	14	15	16 & 17
18 Council Meeting - <i>Tentative</i>	19	20 Council Work Session - <i>Tentative</i>	21	22	23 & 24
25 Christmas Holiday	26	27 FURA Mtg - <i>Tentative</i>	28	29	30 & 31