

**CITY OF FLORENCE  
RESOLUTION NO. 19, SERIES 2023**

**A RESOLUTION EXTENDING THE CITY OF FLORENCE'S WORKERS'  
COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF FLORENCE  
FOR THE POLICY YEAR 2023-2024**

**RECITALS:**

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on SAIF payroll schedule, and verified at audit.

1. City Council Members - Public Officials on unpaid boards will be covered only for administrative and clerical functions while performing their authorized duties as elected officials.
2. Public Safety Volunteers - Public Safety Volunteers are covered at the assumed monthly wage of \$800 per month, per volunteer.
3. Other Volunteers - Non-public safety volunteers and city council members volunteering for duties other than administration and clerical functions will keep track of their hours and have their assumed payroll reported in the correct class code for all their types of work using Oregon minimum wage.

The covered bodies and volunteer groups are:

- Planning Commission
  - Budget Committee
  - Community and Economic Development Committee (CEDC)
  - Environmental Management Advisory Committee (EMAC)
  - Public Art Committee (PAC)
  - Transportation Committee
  - Florence Urban Renewal Agency Budget Committee
  - Florence Urban Renewal Agency
  - Audit Ad-hoc
  - Airport Volunteers
  - Parks Volunteers
  - Florence Events Center Volunteers
  - Volunteers assisting the City of Florence at public events, such as National Night Out
4. Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by the City of Florence Municipal Court.

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

5. Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that City of Florence:

- Provides at least two weeks' advance written notice to SAIF underwriting requesting the coverage;
- SAIF approves the coverage and date of coverage; and
- SAIF provides written confirmation of coverage.

City of Florence agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage. Volunteer rosters are available to SAIF upon request.

Based on these findings,

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

1. The City of Florence will provide for workers' compensation coverage for policy year 2023-24, as indicated above.
2. This resolution will be updated annually.
3. This Resolution shall become effective July 1, 2023.

**ADOPTION:**

This Resolution is passed and adopted on the 19<sup>th</sup> day of June, 2023.

  
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Rob Ward, Mayor

Attest:

  
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Lindsey White, City Recorder