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**City of Florence
City Council Regular Session
Florence City Hall
250 Hwy 101, Florence, Oregon
Final Action Minutes
June 19, 2023**

Councilors Present: Mayor Ward, Councilors Sally Wantz, Bill Meyer, Jo Beaudreau, and Robert Carp.
(In Person & Videoconference)

Councilors Absent: None.

Staff Present: City Manager Erin Reynolds, City Recorder Lindsey White, Administrative Services Director Anne Baker, Assistant City Manager Megan Messmer, Finance Manager Lezlea Purcell, Economic Development & Communications Analyst Chantelle Meyer, Public Works Director Mike Miller, Police Chief John Pitcher, Planning Director Wendy FarleyCampbell, and Management Analyst Peighton Allen.

Guests Present: Florence Area Chamber of Commerce Board Members Rich Colton, Bonnie Welch, and George Henry, CEO Bettina Harrigan, and Director of Tourism Development Mitzi Hathaway; and Jason Wood.

Handout: 6.19.23 City Council Meeting Base Presentation

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

Meeting called to order at 5:31 p.m.

PRESENTATIONS & ANNOUNCEMENTS

- Pride Month Proclamation
 - Start Time: 5:32 p.m.
 - Discussion: Mayor Ward presented...
 - Pride Month Proclamation

- Florence Area Chamber of Commerce Annual Report

Start Time: 5:36 p.m.
Discussion: Chamber of Commerce Board Members Rich Colton, Bonnie Welch, and George Henry presented the Florence Area Chamber of Commerce Annual Report.

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.

Start Time: 6:06 p.m.
Commenter 1: Mr. Michael Allen – Florence, OR
Handout: Speaker's Card and Written Comments
Discussion: Mr. Allen discussed...

- Climate Action Planning funds.
- Florence Climate Emergency Campaign petition.

Start Time: 6:10 p.m.
Commenter 2: Ms. Ivy Medow – Florence, OR
Handout: Speaker's Card and Written Comments
Discussion: Ms. Medow discussed...

- Creating a Citizens' Advisory Board to draft a Climate Action Plan in order to obtain federal funds.

PUBLIC HEARING

**2. FLORENCE BLOCK STREET CLOSURE
A. PUBLIC HEARING**

Hear and consider written or oral testimony regarding the proposed closure of Bay Street.

Start Time: 6:13 p.m.
Process Reading: CR White read the Public Hearing Script and officiated the procedures.
Handouts: Public Hearing Script

Public Testimony: No public testimony was received.

Public Hearing: Opened at 6:14 p.m.

B. STREET CLOSURE REQUEST

Consider approval of the street closure application for the closure of Bay Street from just west of the Siuslaw River Bridge and Laurel Street in Old Town on Friday July 14th from 2:00 p.m. to 10:30 p.m. for the Florence Block Party as applied for by the City of Florence.

Start Time: 6:14 p.m.

Discussion: FM Purcell presented the staff presentation.
 Handouts: Staff Presentation
 Discussion: The City Council discussed...

- No discussion.

Public Hearing: Closed 6:18 p.m.

Action: Approve Street closure application as applied for by the City of Florence.

Motion: Councilor Meyer
 Second: Councilor Beaudreau

Roll Call Vote: Councilor Carp, 'Aye'
 Councilor Beaudreau, 'Aye'
 Councilor Meyer, 'Aye'
 Councilor Wantz, 'Aye'
 Mayor Ward, 'Aye'
 Motion passes 'Unanimously'

ACTION ITEMS

3. 2021-2023 SUPPLEMENTAL BUDGET APPROPRIATIONS

Consider approving **Resolution No. 17, Series 2023**, a resolution adopting biennium 2021-2023 Supplemental Budget appropriations.

Start Time: 6:20 p.m.
 Discussion: ASD Baker presented the staff presentation.
 Handouts: Presentation
 Discussion: The City Council discussed...

- Budget adjustments having no effect on upcoming 2023-2025 budget.
- Normal adjustments for end of year budget.

 Comments: Councilors Wantz and Mayor Ward.

Action: Approve Resolution No. 17, Series 2023
 Motion: Councilor Wantz
 Second: Councilor Beaudreau

Roll Call Vote: Councilor Carp, 'Aye'
 Councilor Beaudreau, 'Aye'
 Councilor Meyer, 'Aye'
 Councilor Wantz, 'Aye'
 Mayor Ward, 'Aye'
 Motion passes 'Unanimously'

4. ENTERPRISE RESOURCE PROGRAM (ERP) CONTRACT

Consider approving Tyler Technologies, Inc. Enterprise Resource Program (ERP) Pro 10 Contract and authorize the City Manager to enter into a three-year contract for implementation services in the amount of \$109,100 and with an annual maintenance contract cost of \$46,500 per year.

Start Time: 6:32 p.m.

Discussion: ASD Baker presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Impact on 'Express Bill Pay.'
- Understanding selection process of Tyler Technologies, Inc.
- Current auto-pay of utilities remains in effect.

Comments: Councilors Beaudreau, Wantz, and Meyer

Action: Approve Enterprise Resource Program (ERP) Contract.

Motion: Councilor Wantz

Second: Councilor Beaudreau

Roll Call Vote: Councilor Carp, 'Aye'
Councilor Beaudreau, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wantz, 'Aye'
Mayor Ward, 'Aye'
Motion passes 'Unanimously'

Discussion: Staff discussed...

- Unanimous decision by all Directors supporting this system.

Comments: CM Reynolds

5. 2023 CAT 299D3 XE CTL COMPACT TRACK LOADER

Consider approving the purchase of a new 2023 CAT 299D3 XE CTL compact track loader with mulcher attachment from Peterson CAT in the amount of \$176,040.45.

Start Time: 6:45 p.m.

Discussion: PWD Miller presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Cost effective to purchase equipment instead of renting.

- Possibility to rent out equipment when not in use.
- Suggestion to use equipment to clear lots at Business Park to make lots more presentable and saleable.
- Warranty program for equipment

Comments: Councilors Wantz and Beaudreau and Mayor Ward

Discussion: Staff discussed...

- Standard warranty applies to unit.
- Prefer not to rent out equipment due to possible misuse.

Comments: PWD Miller

Action: Approve purchase of a new 2023 CAT 299 D3 XE CTL compact tracker loader in the amount of \$176,040.45.

Motion: Councilor Wantz

Second: Councilor Meyer

Roll Call Vote: Councilor Carp, ‘Aye’
Councilor Wantz, ‘Aye’
Councilor Meyer, ‘Aye’
Councilor Beaudreau, ‘Aye’
Mayor Ward, ‘Aye’
Motion passes ‘Unanimously’

Council took a break from 7:05 p.m. to 7:10 p.m.

6. MUNICIPAL COURT JUDGE SERVICES CONTRACT

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

Start Time: 7:10 p.m.

Discussion: The City Council discussed...

- Judge Brissenden is an outstanding representative for our City and for our Court and for law and order in our community.
- Provides outstanding service to our community.

Comments: Councilor Carp and Mayor Ward

Discussion: CM Reynolds presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Gratitude to Councilor Carp for his ‘eyes and ears on the ground’ and his experience in law enforcement.

Comments: Councilor Wantz

Action: Amend the contract for Judge Richard Brissenden for
Municipal Court Judge Services.
Motion: Councilor Meyer
Second: Councilor Wantz

Roll Call Vote: Councilor Carp, 'Aye'
Councilor Beaudreau, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wantz, 'Aye'
Mayor Ward, 'Aye'
Motion passes 'Unanimously'

CONSENT AGENDA

7. RECURRING SERVICES AGREEMENT

Consider approving **Resolution No. 18, Series 2023**, a resolution authorizing the City Manager to execute various agreements for recurring services provided to the City of Florence.

8. WORKERS COMPENSATION INSURANCE TO CITY VOLUNTEERS FOR THE POLICY YEAR 2023-2024.

Consider approval of **Resolution No. 19, Series 2023**, a resolution extending the City of Florence's workers compensation insurance to volunteers of the City of Florence for the policy year 2023-2024.

9. LITTLE BROWN HEN LIQUOR LICENSE

Consider recommendation of approval to the Oregon Liquor Commission (OLCC) for a liquor license for the Little Brown Hen located at 435 Highway 101.

Start Time: 7:16 p.m.

Discussion: The City Council discussed...

- No discussion.

Action: Approve the consent agenda as presented.

Motion: Councilor Meyer
Second: Councilor Wantz
Roll Call Vote: Councilor Wantz, 'Aye'
Councilor Carp, 'Aye'
Councilor Beaudreau, 'Aye'

Councilor Meyer, 'Aye'
Mayor Ward, 'Aye'
Motion passes 'unanimously'

REPORT & DISCUSSION ITEMS

10. CITY COUNCIL REPORT & DISCUSSION ITEMS

- May Committee, Commission and Volunteer Reports.

Start Time: 7:18 p.m.

Discussion: Staff discussed...

- Gratitude to our volunteers and the hours of work they provide.

Comments: CM Reynolds

11. DEPARTMENT DIRECTOR UPDATES

Start Time: 7:20 p.m.

Discussion: The Department Directors discussed...

- Upcoming events at the Florence Events Center.
- Summer is slow season for the Florence Events Center.
- Upcoming Transportation Committee meeting.
- Upcoming Planning Commission meetings.
- Introduction of temporary Cardinal employee Tammy Geil for front desk position.
- Update on police officer applicants.
- Upcoming Police Department Youth Academy.
- 2022 Water Quality Report is available and on the City website.
- Being recognized as an outstanding performer in 2022 by the Oregon Health Authority, Drinking Water Services.
- Arrival of 2023 Ford F150 hybrid Super Crew cab pickup.
- Miller Park update.
- Rhododendron Drive project update.
- Understanding lower water usage.
- Updates on FAA grant and Lane County Public Health grant.

Comments: ACM Messmer, CDD FarleyCampbell, ASD Baker, Chief Pitcher, and PWD Miller.

12. CITY MANAGER REPORT & DISCUSSION ITEMS

Start Time: 7:44 p.m.

Discussion: The City Council discussed...

- Upcoming City Meetings and Events.
- Upcoming 2023 Community Block Party on July 14th.
- Encouraging use of City website and Florence Events Center website for current events and information.

Comments: All Councilors present

13. CITY COUNCIL REPORT & DISCUSSION ITEMS

Start Time: 7:49 p.m.

Discussion: The City Council discussed...

- Importance of maintaining city jail facility.
- Gratitude to Mayor Ward for supporting Pride Proclamation.
- Gratitude to EMAC and Peighton Allen for providing swag boxes for the booth at the Farmer's Market.
- Exploring idea of adding a youth member to EMAC.
- Attending Lane Community College opening.
- Supporting Business After Hours event at Florence Events Center.
- Looking forward to upcoming updates to Miller Park.
- Gratitude to all Councilors for their hard work and gratitude to all City staff for making this city what it is.

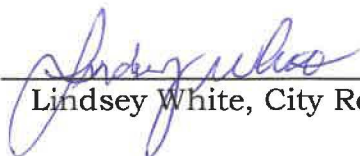
Comments: All Councilors present

Meeting adjourned at 7:54 p.m.

ATTEST:



Rob Ward, Mayor



Lindsey White, City Recorder