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**City of Florence
City Council Regular Session
Florence City Hall
250 Hwy 101, Florence, Oregon
Final Action Minutes
September 16, 2024**

Councilors Present: Mayor Ward, Councilors Sally Wantz, Bill Meyer, Jo Beaudreau, and Robert Carp.

Councilors Absent: None.

Staff Present: City Manager Erin Reynolds, City Recorder Lindsey White, Assistant City Manager Megan Messmer, Community Development Director Wendy FarleyCampbell, Police Chief John Pitcher, Public Works Director Mike Miller, Planning Manager Jacob Foutz, and Human Resources Director Alex Ferguson.

Guests Present: Veterans of Foreign War (VFW) Post 3232 Representative Gary Covert and additional members, Daughters of the American Revolution (DAR) Representative Dianna Allison and additional members, and Coast Busters Representative John Campagna on behalf of Jeanette Campagna.

Handout: 9.16.24 City Council Meeting Base Presentation

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

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

PRESENTATIONS & ANNOUNCEMENTS

- POW/MIA Recognition Day Proclamation
- Constitution Week Proclamation
- Coast Busters Walk for Breast Cancer Proclamation

Start Time: 5:31 p.m.

Discussion: Mayor Ward presented the POW/MIA Recognition Day Proclamation.

Start Time: 5:36 p.m.
Discussion: Mayor Ward presented the Constitution Week Proclamation.

Start Time: 5:39 p.m.
Discussion: Mayor Ward presented the Coast Busters Walk for Breast Cancer Proclamation.

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: 5:45 p.m.
Commenter 1: Mr. Patrick Ritter – Florence, OR
Handout: Speaker's Card and Written Comments
Discussion: Mr. Ritter discussed...

- Construction in residential areas.
- Hours for conducting construction in residential areas.
- Code enforcement activities relating to enforcement of housing violations.
- Parking of construction vehicles in residential neighborhoods.

Start Time: 5:49 p.m.
Commenter 2: Mr. Michael Allen – Florence, OR
Handout: Speaker's Card and Written Comments
Discussion: Mr. Allen discussed...

- Climate petition as of September 16, 2024 with 2,119 signatories.

Start Time: 5:52 p.m.
Commenter 3: Ms. Ronelle Kuert – Florence, OR
Handout: Speaker's Card and Written Comments
Discussion: Ms. Kuert discussed...

- Florence Events Center charging full price for Boys & Girls Club Gala.

Start Time: 5:55 p.m.
Commenter 4: Ms. Donna Cherryholmes – Florence, OR
Handout: Speaker's Card and Written Comments
Discussion: Ms. Cherryholmes discussed...

- Florence Events Center charging fees for the Boys & Girls Club.

Start Time: 5:58 p.m.
Commenter 5: Ms. Ivy Medow – Florence, OR
Handout: Speaker’s Card and Written Comments
Discussion: Ms. Medow discussed...

- Providing info on a book that may be of interest.

Start Time: 6:01 p.m.
Discussion: Staff discussed...

- Florence Events Center (FEC) is not subsidized by property taxes or the City; its operations pay for itself.
- Florence Events Center offers 25% discount to non-profits for room rentals which the Boys & Girls Club does receive.
- Addressing 2022 charge, there was a reduction in rate and that was due to 2021 event being cancelled which had already been paid.
- Florence Events Center kitchen is a commercial operation. It is not rented out to groups to use. Food service is one way to pay for the FEC operations.

Comments: ACM Messmer

PUBLIC HEARING ITEMS

2. PRATER ANNEXATION AND ZONE ASSIGNMENT

A. PUBLIC HEARING ON ANNEXATION AND ZONE CHANGE

Hear and consider written and oral testimony regarding the annexation and zone assignment as applied for by Jason Erickson and Annette Prater for approximately 1.49 acres of property within the UGB, identified as 87657 Highway 101 and assessor’s map 18-12-11-33 Tax Lot 01200.

Start Time: 6:03 p.m.
Process Reading: CR White read the Public Hearing Script and officiated the procedures.
Handouts: Public Hearing Script
Declarations: The City Council declared...

- Councilor Carp:
 - No conflicts of interest were declared and no bias declared.
- Councilor Beaudreau:
 - No conflicts of interest were declared and no bias declared.
- Councilor Meyer:

- No conflicts of interest were declared and no bias declared.
- Councilor Wantz:
 - No conflicts of interest were declared and no bias declared.
- Mayor Ward:
 - No conflicts of interest were declared and no bias declared.

Public Challenges: No public challenges were received.

Public Hearing: Opened at 6:10 p.m.

Start Time: 6:10 p.m.

Discussion: PM Fouth presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Current usage of property.

Comments: Councilor Carp.

Discussion: Staff discussed...

- Current usage is residential at the top and the bottom is being used as a barbershop.

Comments: PM Fouth.

Public Testimony: No public testimony was received.

Public Hearing: Closed 6:20 p.m.

Applicant waives the submission of final written argument.

B. PRATER ANNEXATION REQUEST

Consider approval of **Ordinance No. 8 Series 2024**, an ordinance approving the annexation of approximately 1.49 acres of property within the UGB, identified as 87657 Highway 101 and assessor's map 18-12-11-33 Tax Lot 01200 into the City of Florence.

Start Time: 6:22 p.m.

Action: Approve first reading of Ordinance No. 8, Series 2024.

Motion: Mayor Ward

Second: Councilor Meyer

Roll Call Vote: Councilor Carp, 'Aye'

Councilor Wantz, 'Aye'

Councilor Meyer, 'Aye'

Councilor Beaudreau, 'Aye'

Mayor Ward, 'Aye'
Motion passes 'Unanimously'

Action: Adopt Ordinance No. 8, Series 2024.
Motion: Mayor Ward
Second: Councilor Wantz
Roll Call Vote: Councilor Beaudreau, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wantz, 'Aye'
Councilor Carp, 'Aye'
Mayor Ward, 'Aye'
Motion passes 'Unanimously'

C. ZONE ASSIGNMENT REQUEST

Consider approval of **Ordinance No. 9, Series 2024**, an ordinance establishing service industrial zoning as a part of 1.49 acres of property within the UGB, identified as 87657 Highway 101 and assessor's map 18-12-11-33 Tax Lot 01200.

Start Time: 6:24 p.m.
Action: Approve first reading of Ordinance No. 9 Series 2024.
Motion: Mayor Ward
Second: Councilor Wantz
Roll Call Vote: Councilor Carp, 'Aye'
Councilor Wantz, 'Aye'
Councilor Meyer, 'Aye'
Councilor Beaudreau, 'Aye'
Mayor Ward, 'Aye'
Motion passes 'Unanimously'

Action: Adopt Ordinance No. 9, Series 2024.
Motion: Mayor Ward
Second: Councilor Wantz
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 6:28 p.m. to 6:34 p.m.

ACTION ITEMS

3. ROLLING DUNES PARK RESTROOM FACILITY PURCHASE

Consider approving the purchase and installation of a DK-4 turnkey precast concrete restroom facility for Rolling Dunes Park in the amount of \$200,633 and authorize the City Manager or designee to sign the purchase agreement with CXT, Inc.

Start Time: 6:34 p.m.

Discussion: PWD Miller presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- How many restrooms do we currently have?
- Are either one ADA?
- Is there a requirement for ADA restrooms?
- Life cycle for this building?
- Availability of drinking fountains?

Comments: Councilors Wantz, Carp, and Beaudreau.

Discussion: Staff discussed...

- Two restrooms currently onsite and neither one is accessible.
- ADA is required when doing improvements.
- Maximum space for storage is required due to hybrid usage of pickleball and tennis.
- Structure should have a seventy-five-year life because it is concrete.
- There is no budget increase for this project.
- There are two existing drinking fountains on site. Adding a drinking fountain adds \$5,000 to costs.

Comments: PWD Miller and CM Reynolds.

Action: Approve the purchase and installation of a DK-4 turnkey precast concrete restroom facility for Rolling Dunes Park in the amount of \$200,633 and authorize the City Manager or designee to sign the purchase agreement with CXT, Inc.

Motion: Councilor Carp

Second: Councilor Beaudreau

Roll Call: Councilor Carp, 'Aye'

Councilor Wantz, 'Aye'

Councilor Meyer, 'Aye'

Councilor Beaudreau, 'Aye'

Mayor Ward, 'Aye'

Motion passes 'unanimously'

4. EMAC RECRUITMENT

The City Council will consider opening recruitment for the Environmental Management Advisory Committee (EMAC) and/or continue the discussion from the September 12, 2024 City Council Work Session regarding the committee's needs and direction.

Start Time: 6:56 p.m.

Discussion: CDD FarleyCampbell presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Moving solid waste rate review from EMAC and moving to City Council.
- Proposing closing EMAC recruitment on October 7th or earlier in order to make appointment on October 7th.
- Proposing allowing members to be members-at-large.

Comments: Councilor Wantz and Mayor Ward.

Discussion: Staff discussed...

- Proposing closing recruitment on October 7th, Council reviews on October 10th, and Mayor makes appointments on October 10th.
- EMAC can be a majority of city residents. As long as we have three who are residents of the City, there can be two who are not.

Comments: CM Reynolds.

Action: Open recruitment for the Environmental Management Advisory Committee (EMAC).

Motion: Councilor Wantz

Second: Councilor Beaudreau

Roll Call Vote: Councilor Carp, 'Aye'

Councilor Wantz, 'Aye'

Councilor Meyer, 'Aye'

Councilor Beaudreau, 'Aye'

Mayor Ward, 'Aye'

Motion passes 'unanimously'

Discussion: Staff discussed...

- Addressing members-at large can be anyone who is interested in solid waste, recycling, landscape architecture, grant writing, and admin.
- Addressing Councilor Wantz' comment about moving the rate review from EMAC as it is labor intensive
Reviewing the definitions of committee in the Solid

Waste Chapter, Title 9, Chapter 4, it said it is the committee that reviews rates. If the committee is not formed, then it is Council. That can be stricken from that description and moved to Council if you want.

- The Committee and Commission manual was created by resolution. We will bring back an item to consider at another City Council meeting to modify that section of the chapter with some recommendations on providing an opportunity for committees to have regular meeting and work sessions.

Comments: CDD FarleyCampbell and CM Reynolds.

REPORT & DISCUSSION ITEMS

5. QUARTERLY FINANCIAL STATEMENTS

Report on the City of Florence financials for the period ending June 30, 2024.

Start Time: 7:22 p.m.

Discussion: ASB Baker presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Bringing to the public's attention that the sale of the northwest 9th Street City owned properties shows that the Council is working on our goals for housing.
- Understanding public records requests completed by the City Recorder.
- Understanding the partnership agreement between the City and the Florence Area Chamber of Commerce for installing and maintaining the 148 flower baskets for the summer season.

Comments: Councilor Beaudreau and Wantz.

Discussion: Staff discussed...

- The Florence Area Chamber of Commerce does the fundraising and the coordination with the vendor. Part of that fundraising for the baskets is paid back to Public Works to pay for staff time and the cost of actual maintenance.

Comments: CM Reynolds.

6. GENERAL REPORTS – Council Question and Answer Only – No Presentations

- August Committee, Commission, and Volunteer Reports

Start Time: 7:36 p.m.

Discussion: The City Council discussed...

- No discussion.

Comments: All Councilors present.

7. DEPARTMENT DIRECTOR UPDATES

Start Time: 7:37 p.m.

Discussion: The Department Directors discussed...

- Update on staffing recruitments.
- Upcoming City of Florence Black & White event on September 21st for recycling tires, rims, appliances that have refrigerant, and propane tanks.
- Upcoming hazardous waste collection on October 4th and 5th at the transfer station on Rhododendron Drive.
- Rolling Dunes Park timeline.
- Update on Chip Seal for Quince and Spruce Streets which was delayed due to weather.
- Update on Rhododendron Drive Project. Reminding public to avoid the construction zone.
- FloGro update - crews have transported twenty-nine dump truck loads of 300-348 cubic yards of compost to north of the airport with the need to screen 200 yards of compost.
- Updates on police officers attending Police Academy.
- Meeting with District Attorney Christopher Parosa and Deflection Coordinator Clint Riley discussing the deflection program and fine tuning it for Florence due to distance from the valley.
- Elections update on filing period for 2024 election. Candidates listed on City website are the candidates that you will see on the ballot.
- Upcoming events at the Florence Events Center.

Comments: HRD Ferguson, CDD FarleyCampbell, PWD Miller, Police Chief Pitcher, CR White, and ACM Messmer.

8. CITY MANAGER REPORT & DISCUSSION ITEMS

Start Time: 8:07 p.m.

Discussion: The City Council discussed...

- Thanking the Council and community for their support.
- Upcoming City meetings and events.

Comments: All Councilors present.

9. CITY COUNCIL REPORT & DISCUSSION ITEMS

Start Time: 8:08 p.m.

Discussion: The City Council discussed...

- Upcoming Elements of Art studio tour.
- Appreciating safe activities in the Port area and on the river.
- Voter registration information event on October 11th at Abby's Pizza.
- Thanking everyone who volunteered and helped with the Back-to-School barbeque.
- Addressing theft and vandalism from the Rhododendron Project. Project is under surveillance as neighbors and other community members are helping to keep an eye on it.
- Attending 100th birthday of Jack, a resident at the Shorewood Senior Living.


Comments: All Councilors present.

Meeting adjourned at 8:16 p.m.

ATTEST:



Rob Ward, Mayor



Lindsey White, City Recorder