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**City of Florence
City Council Work Session
Florence City Hall
250 Highway 101, Florence, Oregon
Final Action Minutes
January 12, 2026**

Councilors Present: Mayor Rob Ward, Councilors Robert Carp, Jo Beaudreau, Sally Wantz, and Mike Webb.

Councilors Absent: None.

Staff Present: City Manager Erin Reynolds, City Recorder Lindsey White, Assistant City Manager Messmer, Human Resources Director Alex Ferguson, Economic Development and Communications Analyst Chantelle Meyer, Police Chief John Pitcher, Interim Public Works Director August Murphy, and Admin Assistant Brea Blankenship.

Guests Present: None.

Handout: 1.12.26 City Council Work Session Agenda Outline Presentation

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

Meeting called to order at 3:30 p.m.

WORK SESSION DISCUSSION TOPICS

1. HR/IT DEPARTMENT UPDATES

- a. City Council will receive updates from the Human Resources and Information Technology Director.
- b. The updates provide a brief overview of recent activity, current projects, and future goals for the City this biennium.

Start Time: 3:32 p.m.
Topic: HR/IT Department Updates
Discussion: HR Director Ferguson presented the staff presentation.
Handouts: Staff Presentation

Discussion: The City Council discussed...

- Understanding if additional staff are needed for the IT Department.
- Using the IT savings for additional staff.
- Understanding the Equal Pay Act (paying staff properly for like work).
- Understanding HR/IT staffing.
- Understanding total public meeting minutes for the City of Work compared to similar size cities.
- Understanding the City of Florence has fewer employees, fewer funds, and pay not being comparable.
- Adding tax basis to chart for comparison.

Comments: All Councilors present.

Discussion: Staff discussed...

- Commending HRD Ferguson for his accomplishments in correcting IT items that have been outstanding for up to five years.
 - Setting up a backup 911 center offsite from the Justice Center.
 - Thanking HRD Ferguson for his efforts and accomplishments in the IT area.

Comments: CM Reynolds.

2. CITY WORK PLAN DIRECTION

- a. City Council will receive a refresher and information on Work Plan Items 2 and 3 (Strategic Organizational Development and Financial Revenue Analysis).
- b. Council is expected to provide staff with direction to inform the Request for Proposal (RFP) for these projects. This direction is necessary to guide these Work Plan items in preparation for the next biennial budget process.

Start Time: 4:21 p.m.
Topic: City Work Plan Direction
Discussion: CM Reynolds and ACM Messmer presented the staff presentation.

Handouts: Staff Presentation

Discussion: The City Council discussed...

- Suggesting addition to chart showing total budget divided by population equals dollars per person with comparison to other cities.
- Looking for options to generate income.
- Requesting consultant look at everything to see consultant's point of view as someone from the outside.
- Understanding what currently can be done to prevent staff burnout or what can be cut back.
- Understanding the Financial Resources Analysis.
- Receiving direction on items to increase revenue that require voter approval or Council approval.
- Understanding the eighteen items in the Work Plan were approved and budgeted.
- Understanding the staff hours in preparing for public meetings.
- Understanding what the City Council can do to assist staff.

Comments: All Councilors present.

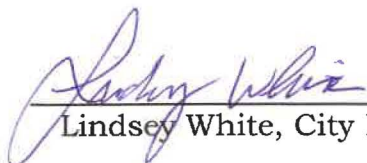
Discussion: Staff discussed...

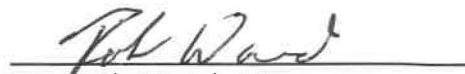
- Potentially elimination of weekly City Manager updates.
- Inadequate staffing for processing business licenses.
- Being prepared for the meetings by reading the materials, coming prepared, and being prepared to make a decision.

Comments: CM Reynolds and ACM Messmer.

Meeting adjourned at 5:09 p.m.

ATTEST:


Lindsey White, City Recorder


Rob Ward, Mayor