



CITY OF FLORENCE

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City Manager Report

March 15, 2024 – March 28, 2024

Meetings with agencies, boards, and committees:

- ***Planning Commission – March 21, 2024***
 - Attended the March Planning Commission meeting
- ***Regional Water Board – March 26, 2024***
 - Attended the March Regional Water Board meeting

Internal Meetings/Discussion/Projects

- Have started the process of moving the City to a modern, electronic billing system. The target date for the switch to this system to go live for the public is mid May 2024. This includes integrating the billing system with the City's accounting system.
- The field work portion of the City's routine annual audit begins next week.
- Working with Finance Director Cobler to create a user friendly version of the City's budget with additional content and context to be posted on the City's website in the upcoming weeks.
- Continuing the process of migrating all fees into a single, unified document. This will be a complex, lengthy process involving significant Code revisions in order to make the fee setting process as consistent as possible. When completed, the governance of fees will be significantly more efficient and access to fee information will be greatly improved through centralization of said information. The first major associated Code revision is currently undergoing initial review.
- Continuing the process of holistic Code revision. The Florence Municipal Code is intended to be a living document and is in need of significant update and structural changes. This will be an ongoing process, starting with the removal of redundant, contradictory, and/or outdated information. Eventually, the entire Code will go through the Code Revision process, making it into a more holistic, readable, and user-friendly document that reflects the current needs of the City of Florence. Some of the first associated revisions are included as New Business items for the April 1, 2024 City Council Meeting.