



# CITY OF FLORENCE

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## City Manager Report

December 15, 2023 – December 28, 2023

### Meetings with agencies, boards, and committees:

- ***Fremont Economic Development Corp (FEDC) – December 20, 2023***
  - Attended the monthly FEDC meeting and provided a quarterly update on the City of Florence to those in attendance.
- ***Planning Commission – December 21, 2023***
  - Attended the December City of Florence Planning Commission meeting.

### Internal Meetings/Discussion/Projects

- Continuing to work with Amnet to develop a solution to the City's consistent phone system issues.
- Have started the process of moving the City to a modern, electronic billing system. The target date for the switch to this system is early 2024.
- Both Staff and Legal review of the DRAFT Purchasing Policy document have been completed. This document will be provided to the newly elected Council during the week of January 2, 2023 for their review and is scheduled to be placed on the January 16, 2024 City Council Meeting agenda for consideration for adoption.
- The initial version of the DRAFT Personnel Policies have been completed and are undergoing final legal review before being brought before Council. Please note, this is a lengthy, comprehensive document. These reviews will take significant time to complete. Staff will provide the dully reviewed chapters of this document to the City Council for their review during the week of January 2, 2024, with the remainder of the chapters to be brought forward for Council review by the week of January 16, 2024. Staff hopes to bring this document forward for Council Consideration in a February, 2024 City Council meeting.