



City of Florence
A City in Motion

City of Florence Council Regular Session

Videoconference &
Florence City Hall
250 Hwy 101
Florence, OR 97439
541-997-3437
www.ci.florence.or.us

- Meeting materials including information on each agenda item are published at least 24 hours prior to the meeting, and can be found of the City of Florence website at www.ci.florence.or.us/council.
- Items distributed during the meeting, meeting minutes, and a link to the meeting video are posted to the City's website at www.ci.florence.or.us/council as soon as practicable after the meeting.
- To be notified of City Council meetings via email, please visit the City's website at <http://www.ci.florence.or.us/newsletter/subscriptions>.

August 17, 2020

AGENDA

5:30 p.m.

Councilors:

Joe Henry, Mayor

Woody Woodbury, Council President Ron Preisler, Council Vice-President
 Joshua Greene, Councilor Geraldine Prociw, Councilor

With 48 hour prior notice, an interpreter and/or TDY: 541-997-3437, can be provided for the hearing impaired. Meeting is wheelchair accessible.

Proceedings will be shown live and for rebroadcast on Cable Channel 191 and online at www.ci.florence.or.us/citymanager/public-meetings-live and will be available after the meeting on the City's Vimeo Site.

COVID-19 UPDATE

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference. Members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link <https://attendee.gotowebinar.com/register/7464055984728588812>.

Meetings are also shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>.

In person attendance is not allowed at City Council meetings.

In accordance with Oregon Governor's Office Executive Order No. 20-16, to protect safety and ensure social distancing, members of the public will not be allowed to attend the City Council meeting.

Citizens wishing to express their views may submit comments in writing or verbally. For more information, please see the end of this agenda or visit the City of Florence website at www.ci.florence.or.us/council/request-address-city-council-speakers-card.

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

5:30 p.m.

PRESENTATIONS & ANNOUNCEMENTS

- Constitution Week Proclamation – September 17 – 23, 2020

1. PUBLIC COMMENTS – *Items Not on the Agenda*

This is an opportunity for members of the public to bring to the Council's attention any item not otherwise listed on the agenda. *Please see the end of this agenda for methods to provide comments on items not on the City Council agenda.*

PUBLIC HEARING & ACTION ITEMS

Please see the end of this agenda for methods to provide comments on public hearing items.

2. CLAWSON MURAL

A. PUBLIC HEARING

Hear and consider verbal and written testimony regarding the application from Darby and Amy Clawson for a permit to paint a mural on the northern wall of the Clawson's Wheelhouse Restaurant building located at 820 Hwy 101.

Roxanne
Johnston
Senior Planner

- 2c. **B. APPROVAL OF MURAL APPLICATION**
Consider approval of Resolution No. 21, Series 2020, a resolution approving the installation of a mural per mural permit application CC 20 04 MUR 01.
- Roxanne Johnston
Senior Planner

3. COMMERCIAL, INDUSTRIAL AND MIXED-USE CODE UPDATES

A. PUBLIC HEARING

Hear and consider verbal and written testimony regarding the proposed amendments to Florence City Code Title 10 to revise building height and permitted residential uses.

Wendy Farley Campbell
Planning Director

B. TITLE 10 AMENDMENTS

Consider approval of Ordinance No. 9, Series 2020, an ordinance adopting legislative amendments to Florence City Code Title 10 Chapters 15, 16, 25 and 30 to revise building height standards and residential uses.

ACTION ITEM

Please see the end of this agenda for methods to provide comments on action items.

4. SOLID WASTE RATES

Consider approval of Resolution No. 22, Series 2020, a resolution postponing review and amendment of the solid waste rates concurrent with the next interim year solid waste rate review.

Wendy Farley Campbell
Planning Director

5. WATER MANAGEMENT & CONSERVATION PLAN

Consider accepting the City of Florence Water Management & Conservation Plan as prepared by GSI Water Solutions Inc.

Mike Miller
Public Works Director

6. PUBLIC SAFETY VIDEO SYSTEM UPGRADE

Consider approval of the purchase of an upgraded public safety video system for the Florence Police Department to include system management, technical assistance, and evidence storage management, in the amount of \$37,433 for the first year, including equipment purchases and implementation, and \$18,580 annually thereafter, and authorize the City Manager to proceed with the contract with Axon Enterprises, Inc.

Tom Turner
Chief of Police

CONSENT AGENDA

7. ODOT FUNDING EXCHANGE AGREEMENTS

Consider authorizing the City Manager to sign two 2020 Fund Exchange program grant agreements between the Oregon Department of Transportation and the City of Florence.

Mike Miller
Public Works Director

8. 31st STREET CULVERT REPLACEMENT

Consider approval of the proposal from Civil West Engineering Services, Inc. in the amount of \$35,976 for engineering work related to the 31st Street Culvert Replacement.

Mike Miller
Public Works Director

REPORT & DISCUSSION ITEMS

9. CITY ECONOMIC OVERVIEW

Staff will provide an overview of the City of Florence's financial prospects and next steps regarding support for economic recovery in response to the COVID-19 crisis.

Kelli Weese
City Recorder /
Eco. Devo. Coord.

10. GENERAL REPORTS – Council Question & Answer Only – No Presentations

- Quarterly Financial Report
- July Committee, Commission & Volunteer Reports

11. REPORT & DISCUSSION ITEMS

- City Manager Reports & Discussion Items
- City Council Reports & Discussion Item

COUNCIL CALENDAR

All meetings are held at the Florence City Hall (250 Hwy 101, Florence Oregon) unless otherwise indicated

Date	Time	Description
September 7, 2020	---	Labor Day Holiday City Offices Closed
		City Council Work Session Canceled
		City Council Meeting Canceled
September 21, 2020	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting
October 4, 2020	---	City Council Work Session <i>Rescheduled to October 12th</i>
		City Council Meeting <i>Rescheduled to October 12th</i>
October 12, 2020	10:30 a.m.	City Council Work Session <i>Tentative</i>
	5:30 p.m.	City Council Meeting
October 19, 2020	---	City Council Work Session <i>Rescheduled to October 26th</i>
		City Council Meeting <i>Rescheduled to October 26th</i>
October 26, 2020	---	City Council Work Session <i>Tentative</i>
		City Council Meeting <i>Tentative</i>
November 2, 2020	---	City Council Work Session <i>Tentative</i>
		City Council Meeting <i>Tentative</i>

UPDATED PUBLIC MEETINGS PROCEDURES – COVID-19

Given executive orders from Governor Brown concerning COVID-19 and social distancing requirements, the City of Florence has established temporary procedures for public meetings in order to protect our volunteers, public and staff.

In person attendance is not allowed at City Council meetings.

Expressing Views to the City Council: Citizens wishing to express their views to the City Council may do so in both written and verbal formats.

1. **Written Testimony:** Citizens wishing to express their views to the City Council are encouraged to submit written testimony in one of the following ways:
 - a. Submit written comments via email to City Recorder at kelli.weese@ci.florence.or.us;
 - b. Mail written comments to Florence City Hall, Attn: City Council, 250 Hwy 101, Florence, OR 97439
 - c. Drop off written comments to the City of Florence drop box located at Florence City Hall (250 Hwy 101) to the right of the main entrance.

**** Note:** Written comments received at least 2 hours prior to the meeting (August 17, 2020 at 3:30 p.m.) will be distributed to the City Council, posted to the City of Florence website, and made part of the record.

2. **Verbal Testimony:** Citizens wishing to express their views to the City Council may participate in the meeting via GotoWebinar. To do so, please complete a speaker's card online at www.ci.florence.or.us/council/request-address-city-council-speakers-card at least 1 hour prior to the meeting (August 17, 2020 at 4:30 p.m.). City staff will then contact the speaker to let them know the process to participate in the meeting.
 - a. **Public Comments on items not on the agenda:** General public comments (on items not on the City Council agenda) will be allowed at each City Council meeting during the public comment agenda item. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all items. In practicality, this means no more than five individuals will be allowed to comment verbally. There is no limit on written public comments.
 - b. **Public Hearing Testimony:** Testimony on public hearing items will be allowed when a public hearing is held. Verbal comments will be allowed on public hearing items after staff has given their report and have allowed time for initial Council questions. In general (with some exceptions for Land Use hearings), comments are limited to five minutes per person with no limit on the number of speakers.
 - c. **Public Comments on Action Items:** Public Comments will be allowed on each action item on the City Council agenda. Verbal comments will be allowed on action items after staff has given their report and have allowed time for initial Council questions. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all comments on each action item. In practicality, this means no more than five (5) individuals will be allowed to comment verbally. There is no limit on written public comments.

For more information on the City of Florence's Temporary Public Meeting Policies, visit the City of Florence website at <https://www.ci.florence.or.us/em/public-meeting-during-covid-19>.

PROCLAMATION

Office of the Mayor, City of Florence



Constitution Week 2020

WHEREAS, September 17, 2020 marks the two hundred and thirty-third anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week:

NOW, THEREFORE, I, Joe Henry, Mayor of the City of Florence, do hereby proclaim September 17 through 23, 2020 to be "**Constitution Week**" in the City of Florence and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the City of Florence on this 17th day of August 2020.



Joe Henry, Mayor

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 1
Meeting Date: August 17, 2020
Department: Mayor & Council

ITEM TITLE: PUBLIC COMMENTS – *Items Not on the Agenda*

DISCUSSION/ISSUE:

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. *Please see end of the agenda for methods to provide comments on items not on the City Council agenda.*

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 2
Meeting Date: August 17, 2020
Department: Planning Dept.

ITEM TITLE: Clawson’s Wheelhouse Restaurant Mural - Resolution No.21, Series 2020

DISCUSSION/ISSUE:

Application: The applicants and owners, propose an approximate 558 square feet painted mural on the northern wall of their restaurant.

This is a quasi-judicial land use application requiring a public hearing. The Florence City Council is the review body as set out in the [Florence City Code Title 10 Chapter 26](#). The resolution, findings of fact and application materials are attached to this AIS. Additionally, exhibits of the application are included as separate attachments not included as part of the ordinance attachments. The applicable criteria are listed in the “Applicable Criteria” section of the findings. Only the code sections, comprehensive plan policies and appendices, and resolution are the policy considerations that may be applied in the decision-making process. Application materials, testimony and referrals that speak to the criteria may also be considered.

The findings include a review of the application against the applicable criteria and incorporate testimony and referral comments or concerns where applicable. Where project changes were needed or it was found necessary to ensure the code is met, conditions of approval are included. Additionally, informational items are listed to ensure information is conveyed that is applicable but not necessarily a condition of approval.

FISCAL IMPACT:

No proposed fiscal impact to the City of Florence.

RELEVANCE TO ADOPTED CITY WORK PLAN:

Goal 1: City Service Delivery – Community Development

ALTERNATIVES:

1. Approve the mural permit as proposed,
 2. Review and recommend changes to the proposed mural permit findings and approve as amended,
 3. Continue the Public Hearing to a date certain if more information is required, or
 4. Do not approve the mural permit, by revising the findings and resolution stating how the application does not meet the criteria.
-

RECOMMENDATION: Planning Staff--Approve with conditions of approval

AIS PREPARED BY: Roxanne Johnston, Senior Planner, CFM

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments:

Megan Messmer

ITEM'S ATTACHED:

Attachment 1 – Resolution 21, Series 2020

- Exhibit A – Staff Report
 - Exhibit B – Application
 - Exhibit C – Maintenance Schedule
 - Exhibit D – Site Plan
 - Exhibit E – Site Map
 - Exhibit F – Wall Elevation
 - Exhibit G – Mural Art Elevation
 - Exhibit H – Mural With Car
-

**CITY OF FLORENCE
RESOLUTION 21, SERIES 2020**

A Resolution for a Mural Permit request to paint a mural on the north wall of Clawson’s Wheelhouse Restaurant located at the NE intersection of Highway 101 and 8th Street at 820 Highway 101.

RECITALS:

1. The Applicants and Owners, Darby and Amy Clawson have made the application for a mural permit as required by FCC 10-1-1-4, FCC 10-1-1-6-3, and FCC 10-26-5.
2. The City Council met in a duly-advertised public hearing on August 17, 2020, as outlined in Florence City Code 10-1-1-6-3, to consider the application, evidence in the record, and testimony received; and
3. The Florence City Council, per FCC 10-1-1-6-3 and FCC 10-26, finds, based on the Findings of Fact, application, evidence and testimony presented to them, that the application meets the applicable criteria through compliance with certain Conditions of Approval.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

Based on the findings of fact and the evidence in record the request for a Mural Permit to have a mural painted on the north wall of the Clawson’s Wheelhouse Restaurant building meets the applicable criteria in Florence City Code and the Florence Realization 2020 Comprehensive Plan with the conditions of approval as listed below.

Approval shall be shown on:

- | | |
|---------------------------|-------------------------|
| “A” Findings of Fact | “F” Wall Elevation |
| “B” Application | “G” Mural Art Elevation |
| “C” Maintenance Statement | “H” Mural with Car |
| “D” Site Plan | |
| “E” Site Map | |

1. Findings of Fact attached as Exhibit “A” are incorporated by reference and adopted in support of this decision. Any modifications to the approved plans or changes of use, except those changes relating to Building Codes, will require approval by the Community Development Director or Planning Commission/Design Review Board.
2. Regardless of the content of material presented for this City Council hearing, including application text and exhibits, staff reports, testimony and/or discussions, the applicant agrees to comply with all regulations and requirements of the Florence City Code

which are current on this date, EXCEPT where variance or deviation from such regulations and requirements has been specifically approved by formal City Council action as documented by the records of this decision and/or the associated Conditions of Approval. The applicant shall submit to the Community Development Department a signed "Agreement of Acceptance" of all conditions of approval prior to issuance of a building permit.

3. The applicants shall provide the name of the muralist and contract or other obligation to complete the mural to the Community Development Department
4. The applicant shall provide the Community Development Department a statement that the mural and all of its individual elements are original works of art by the muralist.
5. The applicant shall contact the Community Development Director when the work is ready for inspection. The mural shall be in conformance with the application and the provisions of the FCC 10-26.
6. The mural permit shall obtain inspection approval within 12 months of the date of this approval or the mural permit is considered expired. No further work may be performed on the mural prior to obtaining a new permit.

Informational:

1. The applicant shall ensure that the mural meets the requirements for ORS 377.700 to 377.840 and shall obtain an ODOT Outdoor Advertising permit if needed.
2. A one-time extension of 12 months may be requested and granted subject to the criteria of FCC 10-26-9-C.
3. Thirty days prior to removal of the mural the property owner must submit notice to the Community Development Department.

ADOPTION:

This Resolution is passed and adopted on the 17th day of August, 2020.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

**FINDINGS OF FACT
FLORENCE CITY COUNCIL
Exhibit "A"**

Public Hearing Date: August 17, 2020
Application: Resolution No 21, Series 2020/ CC 20 04 MUR 01

I. PROPOSAL DESCRIPTION

Proposal: Request for a Mural Permit to paint a mural on the north wall of Clawson's Wheelhouse Restaurant, located at 820 Highway 101.

Applicant: Darby and Amy Clawson, owners of Clawson's Wheelhouse Restaurant

Property Owner: Same

Location: 820 Highway 101, being near the SE corner of the intersection of Highway 101 and Highway 126

Site: Map # 18-12-26-32; Taxlot 06603

Comprehensive Plan Map Designation: Downtown

Zone Map Classification: Mainstreet Area "A"

Surrounding Land Use / Zoning:

Site: Restaurant/ Mainstreet Area A

North: Parking Lot, Hwy 126, Central Lincoln PUD Offices and Maintenance Shop/Mainstreet Area A

South: Safeway | Mainstreet Area A

East: Dunes Village Shopping Center – Dollar Tree, Subway, True Value/ Mainstreet Area A

West: Fuel Station, Insurance Office, Hotel/ Mainstreet Area A

Streets / Classification:

North – Highway 126 / Major Arterial; South – 8th St. / Local; West - Highway 101 / Major Arterial; East – Quince St. / Local

II. NARRATIVE:

The applicant proposes an approximately 558 square foot mural painted directly on the north wall of the Clawson's Wheelhouse Restaurant. The selected medium is acrylic paint, applied fewer than 1 inch deep over T1-11 plywood siding, which contains wood batten every four feet.

The subject property is located near the SE intersection of Hwy 101 and Hwy 126, an East/West gateway identified as the "Gateway District – Highway 126" of the Florence Downtown Implementation Plan. The north wall of the restaurant immediately faces a

parking lot that serves the restaurant; parked vehicles could obstruct portions of the mural to area viewers.

On April 1, 2019, the Florence City Council approved a mural permit for the Central Lincoln Public Utility District. This mural is located on the east and south sides of a storage facility located approximately 500 feet northeast of the subject mural site. The southern facing mural is 573.5 sf, and the eastern mural is 1,274 sf.

III. NOTICES & REFERRALS:

Notice: On July 27, 2020 notice was mailed to surrounding property owners within 100 feet of the property. The property was posted on July 27, 2020. Notice was published in the Siuslaw News on August 1, 2020.

At the time of this report, the City had received no written public comments on the proposal.

Referrals: On August 7, 2020, a request for referral comments was sent to Oregon Dept. of Transportation, Florence Chamber of Commerce, and Urban Renewal District. A request for referral comments was also sent to Florence Police the same date.

At the time of this report, the City had received no referral comments on the proposal.

IV. APPLICABLE REVIEW CRITERIA

Florence City Code

Title 10:

Chapter 1: Zoning Administration, Section 1-6-3

Chapter 6: Design Review, Section 6-6

Chapter 26: Mural Regulations, Sections 1 through 7, and 9 through 12 and 14

Title 4:

Chapter 7: Sign Regulations, Section 25

Florence Realization 2020 Comprehensive Plan

Chapter 1: Citizen Involvement: Policies 4 through 6

V. FINDINGS

Code criteria are listed in **bold**, with response beneath. Only applicable criteria have been listed.

FLORENCE CITY CODE

TITLE 10: CHAPTER 1: ZONING ADMINISTRATION

10-1-1-6-3: TYPE III REVIEWS – QUASI-JUDICIAL LAND USE HEARINGS:

A. Hearings are required for Type III (quasi-judicial) land use matters requiring Planning Commission review. Type III applications include, but are not limited to:

The applicant has proposed a mural, requiring a land use hearing as stated under 10-26-5-A. The applicant has applied for a Type III approval, meeting this criterion.

B. Notification of Hearing:

1. **At least twenty (20) days prior to a Type III (quasi-judicial) hearing, notice of hearing shall be posted on the subject property and shall be provided to the applicant and to all owners of record of property within 100 feet of the subject property, except in the case of hearings for Conditional Use Permits, Variance, Planned Unit Development and Zone Change, which notice shall be sent to all owners of record of property within 300 feet of the subject property.**

[...]

2. **Prior to a Type III (quasi-judicial) hearing, notice shall be published one (1) time in a newspaper of general circulation. The newspaper's affidavit of publication of the notice shall be made part of the administrative record.**

Notice of the public hearing was posted on the subject property on July 27, 2020. On this same date, notice was mailed to all property owners within 100 feet of the property. Notice was also published within the Siuslaw News one time on August 1, 2020. These criteria are met.

C. Notice Mailed to Surrounding Property Owners - Information provided:

1. **The notice shall:**
 - a. **Explain the nature of the application and the proposed use or uses which could be authorized;**
 - b. **List the applicable criteria from the ordinance and the plan that apply to the application at issue;**
 - c. **Set forth the street address or other easily understood geographical reference to the subject property;**
 - d. **State the date, time and location of the hearing;**
 - e. **State that failure of an issue to be raised in a hearing, in person or by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue precludes further appeal based on that issue;**
 - f. **State that application and applicable criteria are available for inspection at no cost and will be provided at reasonable cost;**

- g. State that a copy of the staff report will be available for inspection at no cost at least 7 days prior to the hearing and will be provided at reasonable cost;
- h. Include a general explanation of the requirements for submission of testimony and the procedure for conduct of hearings.
- i. Include the name of a local government representative to contact and the telephone number where additional information may be obtained.

The provided notice contained all of the information listed in FCC 10-1-1-6-3-C. These criteria are met.

D. Hearing Procedure: All Type III hearings shall conform to the procedures of Florence City Code Title 2, Chapters 3 and 10.

E. Action by the Planning Commission:

1. At the public hearing, the Planning Commission shall receive all evidence deemed relevant to the issue. It shall then set forth in the record what it found to be the facts supported by reliable, probative and substantive evidence.
2. Conclusions drawn from the facts shall state whether the ordinance requirements were met, whether the Comprehensive Plan was complied with and whether the requirements of the State law were met.
3. In the case of a rezoning request, it shall additionally be shown that a public need exists; and that the need will be best served by changing the zoning of the parcel of land in question.
4. There is no duty upon the Planning Commission to elicit or require evidence. The burden to provide evidence to support the application is upon the applicant. If the Planning Commission determines there is not sufficient evidence supporting the major requirements, then the burden has not been met and approval shall be denied.

Florence City Code Title 10 Chapter 26 states the City Council shall consider mural permit applications under the proceedings of the land use hearing procedure. The City Council held a public hearing on August 17, 2020, which met the standards of FCC 2-10 and the intent of FCC 2-3. These criteria are met.

TITLE 10: CHAPTER 26: MURAL REGULATIONS

10-26-1: PURPOSE, GENERAL PROVISIONS: The purpose of this chapter is to allow for murals on a content-neutral basis while maintaining specific standards with regard to the location, size, quantity and installation. Murals provide benefits distinct from signs, such as improved aesthetics and community identity if they are located at heights and scales visible to pedestrians.

The application includes a mural. The findings of fact are content neutral except where criterion specifically include content related terminology such as history, nature, community character, etc. The mural is proposed to be located on a building situated near a property corner with abutting sidewalks along both sides. The abutting streets also have sidewalks along their opposite sides. Bike lanes have been installed in the highways, and therefore the mural would be large enough to be visible to cyclists and pedestrians within the adjacent area. Furthermore, the mural would cover more than the maximum 6% wall coverage permitted by a wall sign. Wall signage is regulated by Title 4 Chapter 7. The proposal meets the below definition of a mural, not a sign, and thus requires a Mural Permit.

10-26-2: DEFINITIONS:

MURAL: A work of visual art which is tiled or painted directly upon, or affixed directly to a fence, wall or an exterior wall of a building and exceeds the maximum size of wall sign allowed in a sign district. Visual art that is intended to communicate an informational message is not considered a mural and is regulated under the sign code.

10-26-3: PROHIBITED MURALS:

A. Murals that include any of the following are prohibited and are nuisances. A mural shall not include:

- 1. Electrical or mechanical components; or**
- 2. Changing images.**

The proposed mural does not include any electrical or mechanical components or changing images. This criterion is met.

10-26-4: PROHIBITED MURALS:

A mural that is not visible from the public right-of-way and not visible from public property is allowed without a mural permit.

The proposed mural would be visible to the public from the Highway 101, Highway 126, and 9th St. rights-of-ways and thus requires a mural permit.

10-26-5: MURAL PERMIT APPLICATION:

A. A mural permit application shall be considered by the City Council and shall proceed under the procedures of FCC 10-1-1-5, "Land Use Hearings."

This criterion is included under Chapter 1 reviewed earlier in the report and is met.

B. The general application requirements of FCC 10-4-1-4 shall apply, except for the submittal information required under FCC 10-1-1-4-B-2 and B-3. An application for a mural permit must contain the following information:

1. Authorization from the property owner of the location where the mural is to be installed and agreement to maintain the mural for the life of the mural, unless the mural is removed under the circumstances specified in Section 10-26-11 of this Title.
2. A site plan drawn to scale that shows the location of existing structures and where the mural is to be installed, location of property lines, abutting right-of-way, names of streets, information of other murals on abutting properties and north arrow.
3. A map (e.g. tax map or aerial map) that shows the existing land use on-site and the surrounding land uses within three-hundred feet (300') of the site.
4. A color image of the proposed mural with dimensions drawn to scale.
5. A building elevation depicted to scale showing the proposed building area where the mural is to be installed. Information detailing the existing building materials and architectural features, as well as proposed mural materials, construction size, and depth.
6. Information regarding the expected life span of the mural and maintenance plan for the life of the mural. The maintenance plan shall specify the frequency of maintenance and provisions to address fading and vandalism (i.e. durable exterior paints, cleanable surfaces, and/or other measures that will discourage vandalism or facilitate easier and cheaper repair of the mural if needed).

Section FCC 10-4-1-, referenced in subsection B (above), is a typo and should read "FCC 10-1-1-4" as set out in Ordinance 5, Series 2011.

A Site Map in Exhibit F, and a tax map (Exhibit E), has been provided that shows the site relative to area nearby streets, land uses and lots. Exhibit D illustrates a labeled aerial of the site. The owners are the applicants. Exhibit G provides a color image drawn to scale and with dimensions. Additionally, Exhibit H provides a color image drawn to scale that includes a car.

The building area dimensions are provided in Exhibit F. Furthermore, Exhibit F provides existing building materials describing the T1-11 plywood surface with 4 ft. board and batten the mural is to be painted on, the proposal to use acrylic paints, and depth of paint. Exhibit C explains the protective overcoat product in the Maintenance Statement. These criteria are met.

10-26-6: MURAL PERMIT CRITERIA: No person may commence mural installation on a site without first obtaining a mural permit. Murals without a mural permit are signs regulated by Title 4, Chapter 7. Use of murals does not affect the amount or type of signage otherwise allowed by the sign regulations of Title 4 Chapter 7. For approval, a mural permit application must meet the following criteria.

A. The Mural is compatible with the aesthetic appearance of adjacent buildings and the surrounding community character.

In evaluating this criterion, the following are examples of factors that can be used to measure compatibility and community character.

- 1. The mural is harmonious with or integrates aspects of special architectural and design features of surrounding buildings or the larger neighborhood.**
- 2. The mural may reflect the diversity of the world.**
- 3. The mural may reflect historic, cultural, or natural heritage.**
- 4. The mural respects the original character of the building and surrounding buildings**

Area buildings are diverse in construction and have been finished with a variety of materials and architectural styles. For example, The Dollar Tree is covered in stucco and features an arched, mission-style façade storefront. The bulk of the storefronts along the Dunes Village Shopping Center feature red awnings and flat roofs. The Able Insurance building also has a flat roof and awnings. The nearby hotel roof features a pitched composition roof. These buildings are varied in height. The adjacent building criterion is found to not apply.

In context, the mural is proposed to be placed on a large wall visible to streets and sidewalks that if built today would could require architectural relief.

The mural illustrates a coastal theme, which speaks more to 10-26-6 A, subsection 3, above. The focal point is a mermaid sitting atop a rock looking left at a swimming sealion looking back at her. The viewer is able to glimpse portions of the underwater rocks and sealion. In the background and to the right of the mural, a lighthouse appears to be sitting along the rocky coastline, reminiscent of the historic Heceta Lighthouse. Treed coastal mountains rise upward along the right side and in the background. The ocean horizon, cloudy sky, sailing ship (similar to a galleon), and flying seagulls appear between the background and foreground. The mermaid, ship and sealion create a focal triangle.

“Compatible” is defined as the ability to exist or occur together without conflict. Adjacent is abutting, neighboring, or alongside. There are other properties adjacent to the Clawson Wheelhouse Restaurant site; however, no building directly faces the northern wall of the restaurant. The proposed mural wall site borders a parking lot to the north with Highway 126 ROW and landscaping beyond the lot; parking and alleyway immediately to the east, and Highway 101 ROW (including landscaping) to the west and northwest. The Dollar Tree, located 40 feet to the east, is the nearest building to the restaurant. The Dollar Tree’s storefront, which is taller than the restaurant, sits further north than the restaurant and the purposed mural would not be visible from the storefront. Additionally, the Dollar Tree contains no side windows facing toward the mural site. Able Insurance, located approximately 130 feet northwest of the mural site, would have a view of the mural; but not a direct head-on view.

Community Character is the sum of all the attributes and assets that make a community unique and establish a sense of place for its residents. Three of the example elements listed above are considered below. They are examples and so some but not all factors need be considered.

1 & 3. “The mural is harmonious with or integrates aspects of special architectural and design features of surrounding buildings or the larger neighborhood/ The mural may reflect historic, cultural, or natural heritage.”

The buildings in the neighborhood contain no special architectural features to harmonize with. This property is included in the “Gateway District – Highway 126” of the Florence Downtown Implementation Plan. The objective of the Florence Downtown Plan is to revitalize the properties within its district to serve as the primary cultural, tourist, commercial and community core to serve all of Florence’s citizens and visitors. Redevelopment of this corridor, as illustrated below, envisions buildings up to the sidewalk, on-street parking, and mixed-use storefront retail.

The area is intended to serve as the eastern gateway into the city. Gateways are places where the road narrows and the travelers slow to an in-town speed. The recent Revision Florence project serves to anchor the northern and eastern side of the intersection and provides a gateway effect. The proposed mural set back from the intersection would support the Downtown Plan by providing a southeastern anchor for the gateway entrance and could provide a visual balance with the Central Lincoln PUD mural permitted in 2019 located to the north along this same gateway. The proposed mural, internal to a parking lot, would be visible and accessible to vehicular and pedestrian traffic alike.



In summary the buildings in the area do not ascribe to the Downtown Plan’s architectural criteria. Painting a mural to match the neighborhood character of 1960’s, the estimated age of many of these structures, or the nearby strip mall architecture is not in keeping with the Downtown Plan. The city has not adopted a document that includes a definitive community character description for Florence. The word “mural” is not found in the Florence Comprehensive Plan or any of its Chapter 2 exhibits. The site is located within a redevelopment area and project includes historical topics, such as the lighthouse and ship image, in keeping with the area’s intended development plan. This criterion of integrating elements of the neighborhood or being harmonious with the neighborhood is found to not apply. The mural’s attempt to implement the Downtown Plan by establishing a presence at the east gateway intersection and incorporation of historic Florence elements is in keeping with community vision to redevelop the area.

4. “The mural respects the original character of the building and surrounding buildings.” The existing building is simple rectangular structure with windows and serves as a restaurant. The character of the surrounding buildings as stated earlier may be from the 1960’s. The proposed mural painting appears to be predominantly indicative of a more natural color pallet comprised of greys, mid-toned blues and greens, off whites, tans, browns and black, which are similar to natural colors. The proposal being rectangular in shape and using natural color pallet respects the original character of this building and those surrounding. This criterion is met.

B. The mural will enhance the building appearance and overall visual attractiveness of the City. The overall objective is for viewers of all ages to experience a sensation of engagement, humor, wonder or delight, or all of these emotions.

In evaluating this criterion, the following are examples of factors that can be used to measure appearance and attractiveness.

- 1. The mural will not adversely dominate the building or surrounding area.**
- 2. The mural will not create traffic or safety hazards.**
- 3. The mural is harmonious with the scale, color, details, materials, and proportion of the building.**

The three examples of evaluation criteria are considered below.

1. The mural is to cover only the northern side of the building. As a whole, the building height does not tower over buildings in the area and a mural would have no adverse domination of the building itself. The northern side of the building has no special architectural features. The position of the proposed mural wall is set back from the intersection at Highway 101 and Highway 126. A large pylon sign structure providing signage for shops in the Dune Village Shopping center sits neared the intersection than the building and currently, traveler’s eyes, approaching Highway 101 from westbound Highway 126, are currently drawn to the sign. There are other buildings to the east of the proposed mural site, such as the Dollar Tree, and the traffic signal to the north that draw one’s attention. The mural as proposed would not dominate the surrounding area due to the other visual elements around the highway/9th St. intersection.
2. Referrals were sent to ODOT and the Florence Police Department. Neither have yet responded as of the publishing of these Findings, however, in reviewing the 2019 comments from ODOT regarding the nearby Central Lincoln Electric PUD mural, it is important to note as an informational, the following: *[the mural] would be exempt from an “Outdoor Advertising” permit if there was no compensation exchanged for the right to place the mural at the location. However, since both sides of the mural are visible to Hwy 126 the mural must comply with ORS 377.700 to 377.840. Most of these regulations are related to lighting and moving parts addressed and conditioned for approval elsewhere in this report. The applicant shall ensure that the mural meets the requirements for ORS 377.700 to 377.840 and shall obtain an ODOT Outdoor Advertising permit if needed.* Important to note is that the proposed mural will not have external nor internal lighting, and is not a sign. **(Informational 1)**

3. The scale, details and proportion related to the building and neighborhood were addressed elsewhere in the report. The proposed colors and materials compliment the dark grey restaurant building.

C. Internal illumination of a mural is not permitted. External illumination is allowed and shall be consistent with the illumination standards of Section 4-7-25 of this Code.

Aside from light emitted through the existing windows from within the restaurant, the mural proposal does not include any source of internal illumination. Additionally, external illumination is not proposed, although the mural will be visible at night due street and internal parking lot lighting. This criterion is met.

D. Murals are permitted only on the flat planes of walls and may extend no more than six inches (6”) from the plane of the wall, unless approved by the City Council.

The mural is proposed to be painted directly on the existing northern wall surfaces of the restaurant. The wall surface is T1-11 with wood batten every four foot. No projecting surfaces are proposed. This criterion is met.

E. Murals shall be installed for durability and maintained for the life of the mural or until the mural is removed. Murals shall consist of materials that have proven performance for withstanding the coastal climate.

The application includes information on maintenance protection for weathering, graffiti and vandalism, (Exhibit C). Acrylic paint is proposed (Exhibit F). No explanation of materials has been provided for treating the existing base before application of the acrylic and an explanation is not required here. The proposal meets this criterion.

F. The Mural shall use materials, coatings, or other protective techniques that will be resistive to vandalism and graffiti.

The application packet for this mural included a maintenance statement (Exhibit C) whereby the owners will annually assess the mural’s condition for deterioration and denigration due to weathering and natural fading effects. The owners have also proposed to be responsible to for restoration due to vandalism. The application includes information on maintenance protection, including graffiti and vandalism. The finished acrylic mural, is proposed to be protected by Aqua-Shield, an anti-graffiti coating made by Watson Coatings, Inc. The company provides both water-base and solvent-base coatings. It is most likely that the water-based material be used as the acrylic mural would be water based as well. The product description on the Watson Coatings, Inc. website states:

*“The Aqua-Shield WAC2040006 Product is a sacrificial water-based acrylic anti-graffiti coating for use on concrete, steel, building exteriors or anywhere that vandals may strike. This product has been approved for use by the Missouri Department of Transportation (MoDOT) for use on sound barrier walls, signs and bridge abutments.”**

Source: <https://watsoncoatings.com/product/aqua-shield-waterbased-anti-graffiti/>

This criterion is met.

G. The creator/artist is under contract or other obligation to complete the Mural.

The name of the muralist has not been provided with the application packet. The applicants shall provide the name of the muralist and contract or other obligation to complete the mural to the Community Development Department, **[Condition 3]**.

H. The Mural is an original work of art.

The application packet did not provide information on the originality of the proposed mural. The applicant shall provide the Community Development Department a statement that the mural and all of its individual elements are original works of art by the muralist, **[Condition 4]**.

I. If a mural installation includes any changes to a building that would otherwise require Design Review as described in Title 10 Chapter 6, those changes must be approved through the Design Review process simultaneous with approval of the Mural Permit. Murals may not otherwise result in the site property or structure becoming out of compliance with other land use code provisions, prior land use approvals, or prior conditions of approval governing the building or property on which the mural is to be located.

The mural application does not include any changes to the building that require Design Review under Chapter 6 of Title 10. Installing a mural directly on an existing structure does not require a Design Review as described in Title 10, Chapter 6.

In applying the above criteria, the City shall make its decision in accordance with applicable constitutional requirements.

10-26-7: STRUCTURAL REVIEW: Murals with any element that weighs more than 7 pounds per square foot or in total weigh more than 400 pounds require structural review.

The proposed mural painting will be applied directly to the walls of the building. This criterion is not applicable.

10-26-9: INSPECTIONS AND EXPIRATION OF PERMIT:

A. Inspections: The Director will conduct inspection of murals for which a permit has been issued. The permit holder must notify the Director when the work is ready for inspection.

The inspection shall verify that the mural is in conformance with the application and in conformance with the provisions of this Chapter. Structural inspections shall be completed in conjunction with any required building or structural permits and shall verify the applicable requirements from the applicable codes. The inspector shall take at least one photo to be kept on file to document the site, mural size, mural location and mural image consistency.

The Director may conduct inspections whenever it is necessary to enforce any provision of the City Code, to determine compliance with the City Code, or whenever the Director has reasonable cause to believe there exists any violation of the City Code.

The applicant shall contact the Community Development Director when the work is ready for inspection. The mural shall be in conformance with the application and the provisions of the FCC 10-26, **[Condition 5]**.

- B. Expiration of Permit: If inspection approval has not been obtained by the applicant within twelve months of issuance of a mural permit, the permit is void, and no further work on the mural may be done at the premises until a new permit has been secured and a new fee paid.**

The mural permit shall obtain inspection approval within 12 months of the date of this approval or the mural permit is considered expired. No further work may be performed on the mural prior to obtaining a new permit, **[Condition 6]**.

- C. Extensions of Permit: The Director may extend a permit for one period of twelve months upon finding the following criteria have been met.**

- 1. The request for an extension is made in writing prior to expiration of the original approval.**
- 2. There are special or unusual circumstances that exist which warrant an extension.**
- 3. No material changes of surrounding land uses or zoning has occurred.**

The Director may deny the request for an extension of the mural permit if new land use regulations have been adopted that affect the applicant's proposal.

A one-time extension of 12 months may be requested and granted subject to the criteria of FCC 10-26-9-C. **(Informational 2)**

10-26-10: MAINTENANCE OF A PERMITTED MURAL: For any mural approved after March 21, 2011, the building owner is responsible for ensuring that a permitted mural is maintained in good condition, fading is addressed and the mural is repaired in the case of vandalism or accidental destruction in accordance with the approved maintenance plan.

The application includes a maintenance plan for the mural in Exhibit C. The City's nuisance code in FCC 6-1 requires graffiti removal within 5 days of written notice to remove. This criterion is met.

10-26-11: ALTERATIONS TO A PERMITTED MURAL: Alterations of the mural must be approved by obtaining a new permit through the process described in Section 10-26-3 of this Chapter.

10-26-12: REMOVAL OF A PERMITTED MURAL:

Prior to removal of a mural the property owner must notify the Community Development Department at least 30 days prior to its removal with a letter stating the intent to remove the mural. Any associated materials that were used to affix or secure the mural to the wall must be removed at the time of the removal of the mural or incorporated into a new mural application. This includes, but is not limited to mounting hardware or brackets, caulk or grout, and adhesives or glues.

Thirty days prior to removal of the mural the property owner must submit notice to the Community Development Department. **(Informational 3)** No mounting hardware or adhesives are proposed for this mural project.

TITLE 10: CHAPTER 6: DESIGN REVIEW

10-6-6: ARCHITECTURAL DESIGN: The Architectural Design criteria are designed to address and implement the Florence Downtown Architectural Guidelines. Where applicable, the following criteria consider the historical character of Florence through proper building massing, siting, and materials which reflect important aspects of Oregon’s traditional Northwest architecture. The type of building to which this code may apply may differ by district. The following requirements are intended to create and maintain a built environment that is conducive to walking; reduces dependency on the automobile for short trips; provides natural surveillance of public spaces; creates a human-scale design, e.g., with buildings placed close to streets or other public ways and large building walls divided into smaller planes with detailing; and maintains the historic integrity of the community.

In applicable zoning districts such as Old Town and Mainstreet, the City Planning Official, the City Planning Official’s designee, or the Planning Commission may require any of the following conditions in order to establish a minimum level of design quality and compatibility between buildings. The Planning Commission may approve adjustments or variances to the standards as part of a site Design Review approval, pursuant with FCC 10-5 and 10-6, respectively.

These criteria are included to address the Design Review reference in code section FCC10-26-6-I. No modifications to the restaurant are proposed that require review under the architectural review criteria of Chapter 6 of Title 10. The building is located in the Mainstreet District and subject to implementing the Florence Downtown Architectural Standards. These include strong emphases on creating, and where it exists, preserving the historical character of Florence and incorporating aspects of Oregon’s traditional Northwest Architecture into new construction.

This proposal does not constitute new construction. The proposed site is accessible to pedestrians, bicycles and motor vehicles alike. This criterion is not applicable.

In context, the mural is proposed to be placed on a large wall facing streets that if built today would could require architectural relief. The mural illustrates a coastal theme. The focal point is a mermaid sitting atop a rock looking left at a swimming sealion looking back at her. The viewer is able to glimpse portions of the underwater rocks and sealion. In the background and to the right of the mural, a lighthouse appears to be sitting along the rocky coastline. This coastline could call to mind the Heceta Lighthouse. Treed coastal mountains also appear on the right side and in the background. The ocean horizon, cloudy sky, sailing ship, similar to a galleon, and flying seagulls appear between the background and foreground. The mermaid, ship and sealion create a focal triangle.

FLORENCE REALIZATION 2020 COMPREHENSIVE PLAN

CHAPTER 1: CITIZEN INVOLVEMENT

- POLICY 4. Official City meetings shall be well publicized and held at regular times. Agendas will provide the opportunity for citizen comment.**
- POLICY 5. Records of all meetings where official action is taken shall be kept at City Hall and made available on request to the public.**
- POLICY 6. Planning documents and background data shall be available to interested citizens.**

Citizen involvement was encouraged and facilitated during the public notice portion of the land use process. The City Council public hearing was well publicized and held at a regular time. The agenda provided the opportunity for comment both on this item and for general comment. Records of the meeting where an official action will take place will be kept at City Hall and made available on request. Documents are available to the public upon request. Policies 4 through 6 have been satisfied.

VI. CONCLUSION

The proposed application meets the requirements of City Code and the Florence Comprehensive Plan with conditions.

VII. EXHIBITS

Based on the findings of fact and the evidence in record the request for a Mural Permit to have a mural painted on the north wall of the Clawson's Wheelhouse Restaurant building meets the applicable criteria in Florence City Code and the Florence Realization 2020 Comprehensive Plan with the conditions of approval as listed below.

Approval shall be shown on:

- | | |
|---------------------------|-------------------------|
| “A” Findings of Fact | “F” Wall Elevation |
| “B” Application | “G” Mural Art Elevation |
| “C” Maintenance Statement | “H” Mural with Car |
| “D” Site Plan | |
| “E” Site Map | |

1. Findings of Fact attached as Exhibit “A” are incorporated by reference and adopted in support of this decision. Any modifications to the approved plans or changes of use, except those changes relating to Building Codes, will require approval by the Community Development Director or Planning Commission/Design Review Board.
2. Regardless of the content of material presented for this City Council hearing, including application text and exhibits, staff reports, testimony and/or discussions, the applicant agrees to comply with all regulations and requirements of the Florence City Code which are current on this date, EXCEPT where variance or deviation from such regulations and requirements has been specifically approved by formal City Council

action as documented by the records of this decision and/or the associated Conditions of Approval. The applicant shall submit to the Community Development Department a signed "Agreement of Acceptance" of all conditions of approval prior to issuance of a building permit.

3. The applicants shall provide the name of the muralist and contract or other obligation to complete the mural to the Community Development Department
4. The applicant shall provide the Community Development Department a statement that the mural and all of its individual elements are original works of art by the muralist.
5. The applicant shall contact the Community Development Director when the work is ready for inspection. The mural shall be in conformance with the application and the provisions of the FCC 10-26.
6. The mural permit shall obtain inspection approval within 12 months of the date of this approval or the mural permit is considered expired. No further work may be performed on the mural prior to obtaining a new permit.

Informational:

1. The applicant shall ensure that the mural meets the requirements for ORS 377.700 to 377.840 and shall obtain an ODOT Outdoor Advertising permit if needed.
2. A one-time extension of 12 months may be requested and granted subject to the criteria of FCC 10-26-9-C.
3. Thirty days prior to removal of the mural the property owner must submit notice to the Community Development Department.



City of Florence
Community Development Department
250 Highway 101
Florence, OR 97439
Phone: (541) 997 - 8237
Fax: (541) 997 - 4109
www.ci.florence.or.us

Type of Request

THIS SECTION FOR OFFICE USE ONLY

Type I Type II Type III Type IV

Proposal: CC 20 04 MUR 01 - Clawson's Wheelhouse Mural

Applicant Information

Name: Darby and Amy Clawson Phone: [Redacted]
E-mail Address: [Redacted]

Address: 820 Hwy 101 Florence OR 97439

Signature: See Below Date: 6-3-2020

Applicant's Representative (if any): Katie Prosser

Property Owner Information

Name: Darby and Amy Clawson Phone 1: See phone # 2
E-mail Address: [Redacted] Ph: [Redacted]

Address: 820 Hwy 101 Florence OR 97439

*Signature: [Signature] Date: 6-3-20

Applicant's Representative (if any): Katie Prosser

NOTE: If applicant and property owner are not the same individual, a signed letter of authorization from the property owner which allows the applicant to act as the agent for the property owner must be submitted to the City along with this application. The property owner agrees to allow the Planning Staff and the Planning Commission onto the property. Please inform Planning Staff if prior notification or special arrangements are necessary.

For Office Use Only:

Received

Approved

Exhibit

RECEIVED
City of Florence
JUN 04 2020
By: DHH

Exhibit B

Property Description

Site Address: 820 US Hwy 101 Florence OR 97439
General Description: Building is a restaurant facing Hwy 101

Assessor's Map No.: 18-181-22-632 Tax lot(s): 18122632.06603

Zoning District: Commercial

Conditions & land uses within 300 feet of the proposed site that is one-acre or larger and within 100 feet of the site that is less than an acre OR add this information to the off-site conditions map

(FCC 10-1-1-4-B-3): Commercial improved

Project Description

Square feet of new: 558 sqft Square feet of existing: 558 sqft

Hours of operation: 0900-2100 Existing parking spaces: NA

Is any project phasing anticipated? (Check One): Yes No

Timetable of proposed improvements: Completion within 30-45 days

Will there be impacts such as noise, dust, or outdoor storage? Yes No

If yes, please describe: _____

Proposal: (Describe the project in detail, what is being proposed, size, objectives, and what is desired by the project. Attach additional sheets as necessary)

The addition of a mural that depicts the Oregon Coastline and Florence. The mural will cover the North wall of Clawson's Wheelhouse restaurant in its entirety and will afford tourists, as well as residents, a photo opportunity and glimpse into all the wonderful things our coastline offers.

For Office Use Only:

Date Submitted: 6/4/20

Fee: \$ 532.84

Received by: D44

Paid

Mural Maintenance

The mural will be evaluated annually for deterioration/denigration due to weather and natural fading process.

In the event of vandalism the owners of the building, Darby and Amy Clawson, will be responsible for restoration of the mural to it original rendition.

Aqua-Shield, an anti graffiti coating made by Watson Coating, will be applied to the completed mural to provide a protective coating in the event of vandalism and or graffiti.



Site Plan for Amy Clawson Mural



Exhibit D

Hwy 101

Lot 6603



Mural



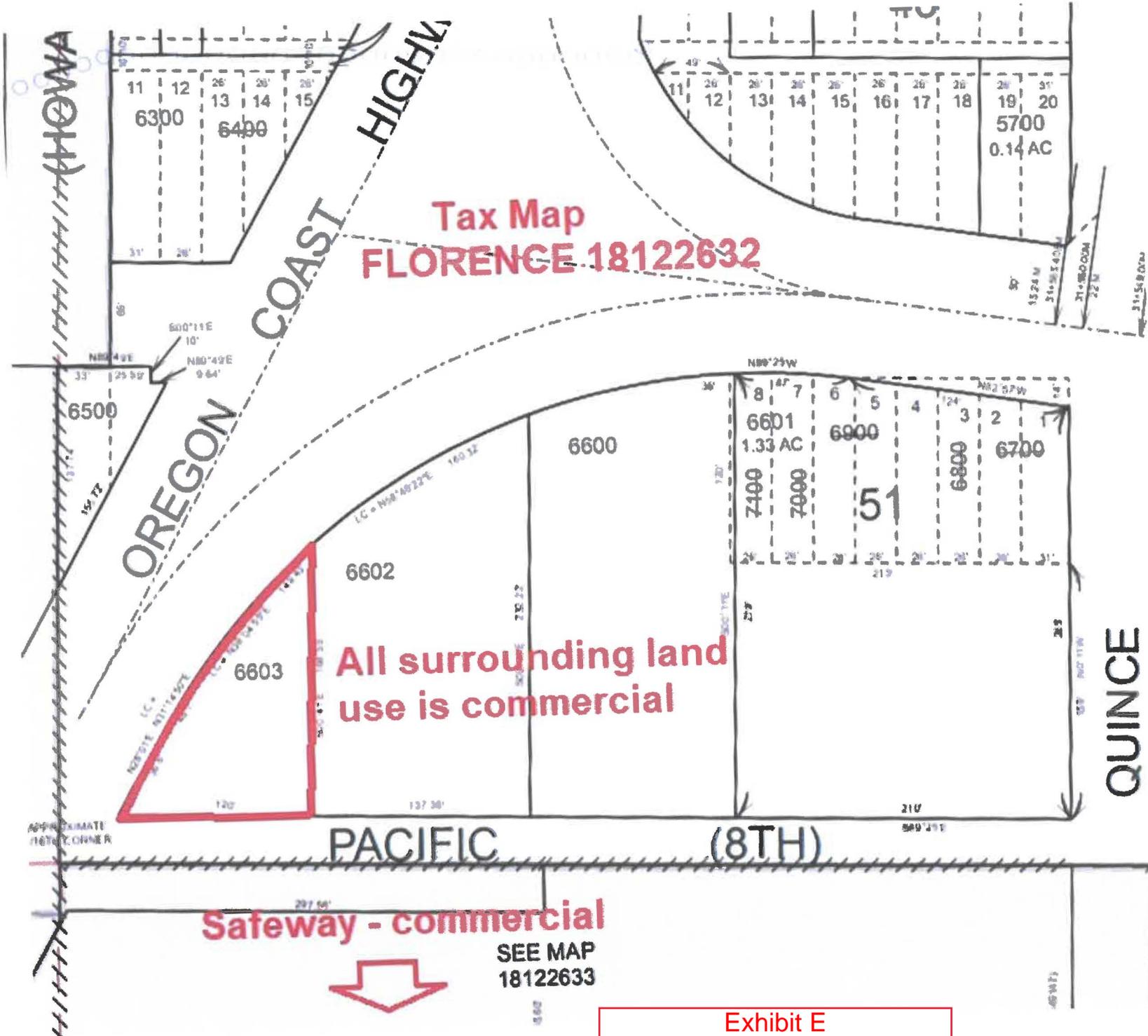
Lot 6602
no murals
present



Pacific (8th Street)

8th S

Exhibit D



**Tax Map
FLORENCE 18122632**

**All surrounding land
use is commercial**

Safeway - commercial

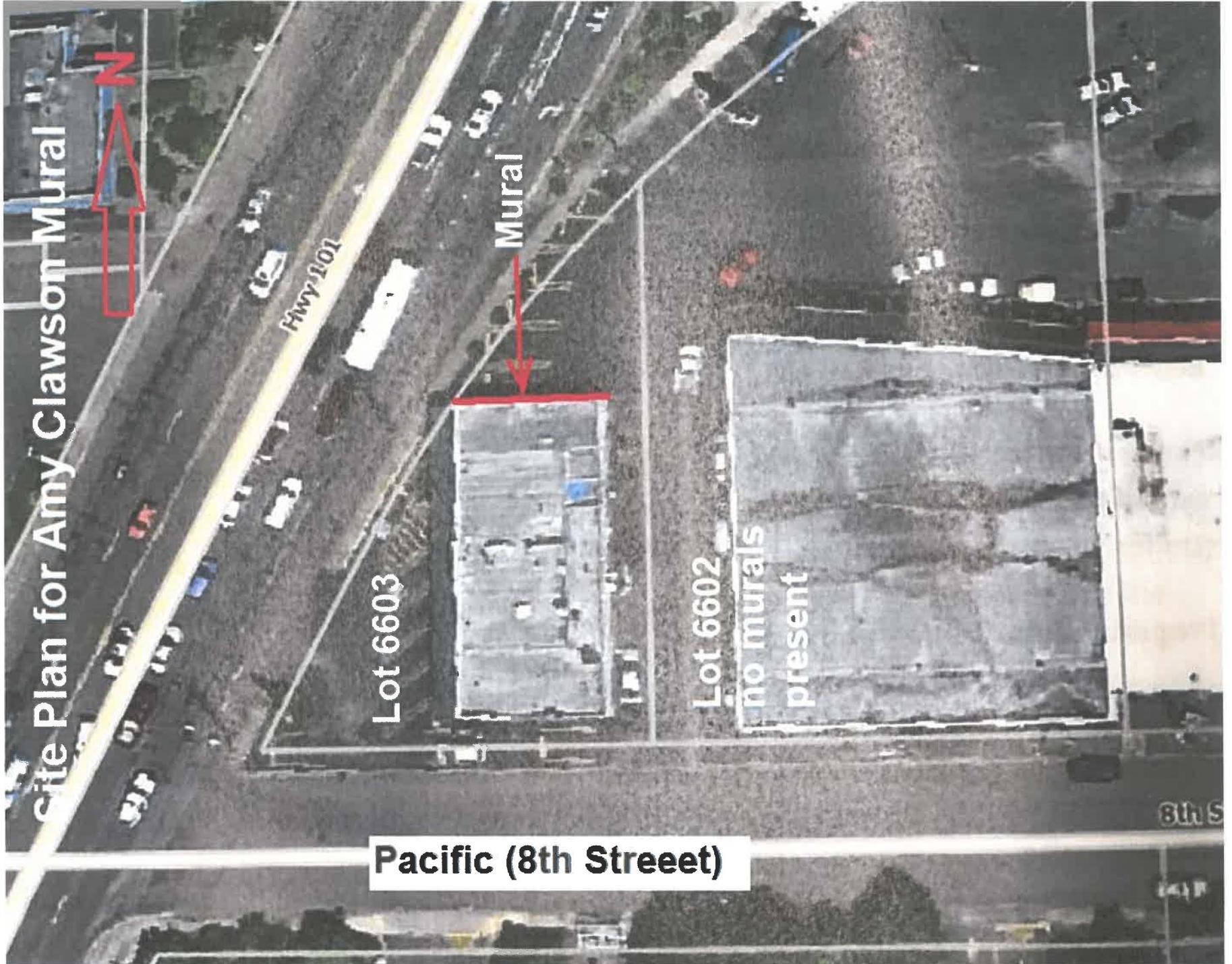
**SEE MAP
18122633**



Exhibit E

QUINCE

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JUN 04 2020
By: DHH



cite Plan for Amy Clawson Mural



Hwy 101

Lot 6603

Mural

Lot 6602
no murals
present

Pacific (8th Street)

8th S

Building Elevation

- existing material T111 plywood siding with wood batten every 4 ft.
- existing construction area 558 sq ft
- depth <1 inch
- proposed materials are acrylic paint - tough and resistant to the elements

12 feet

32 feet

30 inches

174 中

384 中

14 ft

12 Feet

44 Feet

Total coverage = 558 sq ft



Exhibit G

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City of Florence

JUN 04 2020

By: DHH

Exhibit G

Exhibit H



32 ft

12 ft

30 in

12 ft

14.5 ft

44 ft

Exhibit H

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 3
Meeting Date: August 17, 2020
Department: Planning

ITEM TITLE: Ordinance 9, Series 2020 - Commercial & Mixed-Use Districts Code Amendments

DISCUSSION/ISSUE:

The City updated the Florence City Code Title 10 in November 2019. Those updates included changes to the allowable building height and definitions of building height and multi-family dwellings. These changes among many others were made to support development of needed housing.

The changes made to the building height and multi-family definitions resulted in inconsistencies in meaning and application between the same uses in different zones, with residential being more permissive than commercial zones. Typically, residential are more conservative. The commercial districts now have both a lesser building height allowance than residential districts and have a lesser height allowance than previously allowed in the districts as a result of the building height definition change. Additionally, the change to the definition of multi-family dwellings increased the number of units from “3 or more” to “5 or more”. The change created the situation where 3 and 4-unit dwellings were no longer permitted in the Highway District where they were previously allowed under the multi-family definition.

Proposal: The proposed code amendments include increases the numerical allowance for building height in Chapters 15, 16, 25 and 30 to match or exceed those in the residential districts and the addition of triplexes and quadplexes in the Chapter 16 where they were previously permitted. In Chapter 15 and 16 where single family dwellings are permitted conditionally, duplexes and duets are proposed to be added to close the gap on residential building types permitted in those districts. Chapter 30 includes changes to residential district names to incorporate the changes made in December. Included in your packet are the resolution, findings of fact and draft proposed code amendments to Title 10. The draft code amendments are shown with new text underlined and removed text with a ~~line through~~ it. The code changes are sequentially numbered starting at Title 10 Chapter 15 and continuing through Chapter 30.

Process: The Florence City Council initiated these legislative changes concurrent with the 2019-2021 Work Plan adoption. Notice was filed on June 23, 2020 with the Department of Land Conservation and Development 35 days prior to the first scheduled evidentiary public hearing on July 28, 2020 held by the Planning Commission. Planning Commission held their public hearing and made a recommendation to City Council via Resolution PC 20 20 TA 02. City Council is to hold the final evidentiary public hearing on the proposal August 17, 2020 to consider amendments proposed under Ordinance 9, Series 2020. The changes become effective 30 days after Council decision.

FISCAL IMPACT:

Amendment costs include staff time: preparing and publishing DLCD and public newspaper notices, drafting findings of fact and proposed code amendments and meeting minutes; attending public hearings and answering inquiries from the public.

RELEVANCE TO ADOPTED CITY WORK PLAN:

2019/2021 City of Florence Work Plan--Priority 1, Objective 2: Update Florence City Code Titles 10 and 11 to address deficiencies outside of the DLCD Technical Assistance program scope or funding availability.

ALTERNATIVES:

1. Approve code amendments as presented in Ordinance No. 9, Series 2020; or
 2. Modify the findings and/or code language, and adopt the proposed amendments as modified; or
 3. Deny the amendment through resolution with reasons for the denial; or
 4. Continue the public hearing to a date certain or leave the written record open.
-

RECOMMENDATION:

Planning Commission: On July 28, 2020, the Planning Commission unanimously recommended approval of the Zoning Code Updates.

Staff: Staff concurs but has amended the Findings of Fact in response to testimony received commenting on inadequate findings relating to State Land Use Goal 10 – Housing. PC knew of this pending change.

AIS PREPARED BY: Wendy FarleyCampbell, Planning Director

**CITY MANAGER'S
RECOMMENDATION:**

Approve Disapprove Other

Comments:

Megan Messmer

ITEM'S ATTACHED:

Attachment 1 – Ordinance No. 9, Series 2020

- **Exhibit A:** Proposed Code Updates
- **Exhibit B:** Findings of Fact

Attachment 2 – Letter from FHA of Oregon & Housing Land Advocates

Items Available for Reference:

- July 28, 2020 Planning Commission Meeting Materials
 - <https://www.ci.florence.or.us/bc-pc/planning-commission-hearing-7>
-

**CITY OF FLORENCE
ORDINANCE NO. 9, SERIES 2020**

**AN ORDINANCE ADOPTING LEGISLATIVE AMENDMENTS TO FLORENCE CITY
CODE TITLE 10, CHAPTERS 15, 16, 25, AND 30 TO REVISE BUILDING HEIGHT
STANDARDS AND RESIDENTIAL USES**

RECITALS:

1. City Council via their 2019/2021 City of Florence Work Plan, "Priority 1, Objective 2: Update Florence City Code Titles 10 and 11 to address deficiencies outside of the DLCDC Technical Assistance program scope or funding availability" directed changes to the governing documents related to residential land uses.
2. Notice of the proposed amendments was sent on June 23, 2020 to the Department of Land Conservation and Development, 35 days prior to the first evidentiary hearing.
3. On July 18, 2020 and August 1, 2020, notice of hearings were published in the Siuslaw News prior to the Planning Commission and City Council hearings of July 28th and August 17th.
4. Planning Commission opened their public hearing July 28, 2020 and deliberated to a decision for a recommendation to the City Council.
5. City Council conducted a public hearing on August 17, 2020 and found the amendments consistent with applicable criteria in Florence City Code, Realization 2020 Florence Comprehensive Plan, Oregon Administrative Rules and Oregon Revised Statutes.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE ORDAINS AS FOLLOWS:

1. Florence Title 10 Chapters 15, 16, 25 and 30 are amended as shown in Exhibit A and explained in Exhibit B and initiated via the City Council.
2. This ordinance shall become effective thirty days following adoption. (September 15, 2020).
3. The City Recorder is authorized to administratively correct any reference errors contained herein or in other provisions of the Florence City Code to the provisions added, amended, or repealed herein.

ADOPTION:

First Reading on the 17th day of August 2020.

Second Reading on the XX day of XXXXXX 2020.

This Ordinance is passed and adopted on the XX day of XXXXXXXX 2020.

AYES	0
NAYS	0
ABSTAIN	0
ABSENT	0

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

Exhibit A
City of Florence
File Nos. PC 20 20 TA 02 & CC 20 05 TA 02
Ordinance 9 Series 2020

Only those sections proposed for amendment are listed

TITLE 10 CHAPTER 15
COMMERCIAL DISTRICT (C)

10-15-3: BUILDINGS AND USES PERMITTED CONDITIONALLY: The Planning Commission, subject to the procedures and conditions set forth in Chapters 1 and 4 of this Title, may grant a conditional use permit for the following:

Single-family, duet, and duplex dwellings.

10-15-5: SITE AND DEVELOPMENT PROVISIONS:

A. Building or Structural Height Limitations: The maximum building or structural height shall be ~~twenty-eight feet (28')~~ thirty-five feet (35'). Residential dwellings and their associated structures refer to Section 10-10-5 of this Title for requirements.

J. Residential and mixed-use development ~~refer to must meet the provisions Section 10-6-5-2 of this title for requirements. for Multi-Family Dwellings listed in FCC 10-10-9.~~ However, a conditionally approved use may require application of the relevant development standards from a district where the use is permitted outright to include but not limited to setbacks and lot coverage. The more restrictive standards would apply.

TITLE 10 CHAPTER 16
HIGHWAY DISTRICT (H)

10-16-2: PERMITTED BUILDINGS AND USES:

A. All uses permitted outright or conditionally in the Commercial District, except single-family dwellings, duets and duplex dwellings, public buildings and facilities, medical marijuana dispensaries, marijuana retailers, marijuana testing facilities, and single-family residential PUD's.

B. Multiple-family residential, tri-plex and four-plex.

10-16-3: BUILDINGS AND USES PERMITTED CONDITIONALLY: The following uses shall be permitted only upon affirmative findings by the Planning Commission that the proposed use meets the general criteria in Section 10-16-4 herein, with conditions to be required by the Planning Commission through the provisions of Chapters 1 and 4 of this Title.

C. Single-family detached, duet, and duplex residences.

10-16-7: DESIGN SPECIFICATIONS:

A. Highway Setback (Minimum Allowed Without a Variance; Measured from the Center Line of the Highway Right of Way):

2. ~~Multiple~~ Residential: One hundred feet (100').

C. Visual Barrier: A fence, wall, hedge, natural vegetation or landscape planting may be required by the City. Such a barrier must include a vision clearance area for driveways to promote vehicle safety. Guidelines (not intended to limit optional solutions) for such a visual barrier are listed below:

2. ~~Multiple~~ Residential: At least twenty feet (20') deep and six feet (6') tall along entire highway frontage. All vehicles and at least two-thirds (2/3) of the buildings should be obscured from highway view.

K. Height Limitations: The maximum building or structural height shall be ~~twenty-eight feet (28')~~ thirty-five feet (35'). Residential dwellings and their associated structures refer to Section 10-10-5 of this Title for requirements.

P. Residential and mixed-use development refer to Section 10-6-5-2 of this title for requirements. However, a conditionally approved use may require application of the relevant development standards from a district where the use is permitted outright to include but not limited to setbacks and lot coverage. The more restrictive standards would apply.

TITLE 10 CHAPTER 25
PROFESSIONAL OFFICE/INSTITUTIONAL ZONING DISTRICT

10-25-4: DEVELOPMENT STANDARDS:

E. Height limitations: The maximum building or structure height shall be ~~twenty-eight (28) feet~~ thirty-five feet (35'). Residential dwellings and their associated structures refer to Section 10-10-5 of this Title for requirements.

TITLE 10 CHAPTER 30
NORTH COMMERCIAL DISTRICT

10-30-5: DEVELOPMENT STANDARDS:

C. Setback from Abutting Property: No setback is required except where property abuts a residential district, in which case, the following setback provisions shall apply:

1. When the abutting district is zoned ~~Restricted-Low Density~~ Residential, ~~Single-Family Medium Density~~ Residential or Mobile/Manufactured Home ~~Residential~~, a 35' building setback shall be provided. Non-vertical elements such as parking or circulation may be located within the 35' setback.

2. When the abutting district is zoned ~~Multiple-Family-High Density~~ Residential, a 35' building setback shall be provided. Non-vertical elements such as parking or circulation facilities may be located within the 35' setback.

D. Landscaping and Visual Buffers shall comply with Section 10-34 of this Title.

3. When the abutting district is zoned ~~Restricted-Low Density~~ Residential, ~~Single-Family Medium Density~~ Residential or Mobile/Manufactured Home ~~Residential District~~, an 8' solid fence shall be constructed for the entire length of the abutting residential district, excepting that Department of State Lands Removal/Fill permit conditions will be honored in location of fence or wall within or abutting a delineated wetland.

I. Height Limitations: The maximum building or structural height shall be ~~3840'~~, except that the maximum height for structures immediately abutting any ~~Restricted-Residential-Low Density Residential~~ District, ~~Single-Family-Medium Density Residential~~ District or Mobile/Manufactured Home ~~Residential~~ District ~~Residential District~~ shall be ~~2835'~~. Residential dwellings and their associated structures refer to Section 10-10-5 of this Title for building height and structural standards.

**CITY OF FLORENCE
ORDINANCE 9, SERIES 2020
FINDINGS OF FACT
Exhibit B**

Public Hearing Date: August 17, 2020

File: PC 20 20 TA 02 & CC 20 05 TA 02

I. PROPOSAL DESCRIPTION

The proposal amends the Florence City Code (FCC) by revising standards related to building height and housing types to support further housing development in line with the City's needs and goals, by expanding residential development opportunities and removing barriers to development. The code amendments generally expand permitted residential uses in the commercial zones to expand the mix of housing, and brings the commercial and mixed-use districts allowable building height in line with amendments made in 2019 to the residential districts.

The proposed changes to Florence City Code Title 10 are summarized as follows:

- 1. Expand the allowed housing types in commercial zones.** New housing types and replacing types excluded in the 2019 residential change in the Commercial and Highway Districts in FCC 10-15 and 10-16.
- 2. Align building height standards with residential districts.** Proposed increases from 28' to 35' for commercial uses and increases for residential uses consistent with residential standards in FCC 10-10 in the Commercial, Highway and Professional Office and Institutional Districts in FCC 10-15, 10-16, and 10-25.
- 3. Align North Commercial District code language to use current residential district naming conventions.**

II. NOTICE AND REFERRALS

1. Notice:

The notice of Planning Commission's public hearing was published in the Siuslaw News on July 18 and the City Council's public hearing was published in the Siuslaw News on August 1st, as required by state law and the Florence City Code.

Notice of the proposed City Code Amendments was sent to the Department of Land, Conservation and Development (DLCD) on June 23, 2020, not less than 35 days prior to the proposed first evidentiary hearing of July 28, 2020, as required by State law and the Florence City Code.

III. APPLICABLE CRITERIA

- 1. Florence City Code (FCC) Title 10: Zoning Regulations**
 - Chapter 1: Zoning Administration, Section 10-1-3 Amendments and Changes, Section C Legislative Changes
 - Chapter 1: Zoning Administration, Section 10-1-1-6-4 Type IV Procedure (Legislative)

- 2. Florence Realization 2020 Comprehensive Plan**
 - Plan Adoption, Amendments, Review and Implementation
 - Chapter 1 Citizen Involvement
 - Chapter 2 Land Use
 - Chapter 10 Housing Opportunities
 - Chapter 12 Transportation

- 3. Oregon Land Use Planning Goals**
 - Goal 10 Housing

- 4. Oregon Revised Statutes (ORS)**
 - ORS 197.303
 - ORS 197.307
 - ORS 197.610(1) – (4)

- 5. Oregon Administrative Rules (OAR)**
 - OAR 660-008-0015
 - OAR 660-012-0060
 - OAR 660-018-0020
 - OAR 660-015-000

IV. FINDINGS

Florence City Code (FCC)

Title 10 Zoning Regulations, Chapter 1 Zoning Administration

FCC 10-1-1-6-4: TYPE IV PROCEDURE (LEGISLATIVE)

A. A legislative change in zoning district boundaries, in the text of this Title, (Title 10), Title 11, or in the Comprehensive Plan may be initiated by resolution of the Planning Commission or by a request of the Council to the Planning Commission that proposes changes be considered by the Commission and its recommendation returned to the Council, or by an application for an amendment by a citizen.

Finding: Application for this legislative change was made by request of the City Council via their 2019/2021 City of Florence Work Plan, "*Priority 1, Objective 2: Update Florence City Code Titles 10 and 11 to address deficiencies outside of the DLCD Technical Assistance program scope or funding availability*".

D. Notice of Hearing:

1. Required hearings. A minimum of two hearings, one before the Planning Commission and one before the City Council, are required for all Type IV applications (e.g., re-zonings and comprehensive plan amendments).

2. Notification requirements. Notice of public hearings for the request shall be given by the Planning Department in the following manner:

b. At least 10 days before the scheduled Planning Commission hearing date, and 14 days before the City Council hearing date, public notice shall be published in a newspaper of general circulation in the City.

Finding: Notification of the Planning Commission public hearing was published in the Siuslaw News on July 18, 2020 and on August 1, 2020 for the City Council hearing. The notification procedures meet the requirements of Florence City Code, the policies of the Florence Realization 2020 Comprehensive Plan, and state law.

d. The Oregon Department of Land Conservation and Development (DLCD) shall be notified in writing of proposed comprehensive plan and zoning code amendments at least 35 days before the first evidentiary hearing.

Finding: Notice of the proposed City Code Amendments was sent to the Department of Land, Conservation and Development (DLCD) on June 23, 2020, not less than 35 days prior to the proposed first evidentiary hearing of July 28, 2020, as required by State law and the Florence City Code.

3. Content of notices. The mailed and published notices shall include the following information:

Finding: Notice provided to the Siuslaw News for publication included the cited in-

formation

FCC 10-1-3 Amendments and Changes,

- A. Purpose: As the Comprehensive Plan for the City is periodically reviewed and revised, there will be a need for changes of the zoning district boundaries and the various regulations of this Title. Such changes or amendments shall be made in accordance with the procedures in this Section.**

Section C Legislative Changes

- 1. Initiation: A legislative change in zoning district boundaries, in the text of this Title, Title 11 or in the Comprehensive Plan may be initiated by resolution of the Planning Commission or by a request of the Council to the Planning Commission that proposes changes be considered by the Commission and its recommendation returned to the Council.**

Finding: Application for this legislative change was made by request of the City Council via their 2019/2021 City of Florence Work Plan, *“Priority 1, Objective 2: Update Florence City Code Titles 10 and 11 to address deficiencies outside of the DLCD Technical Assistance program scope or funding availability.”*

- 2. Notice and Public Hearing: Such notice and hearing as prescribed by state law and the Comprehensive Plan then in effect.**

Finding: Notification of the Planning Commission public hearing was published in the Siuslaw News on July 18, 2020 and on August 1, 2020 for the City Council hearing. The notification procedures meet the requirements of Florence City Code, the policies of the Florence Realization 2020 Comprehensive Plan, and state law.

Realization 2020, Florence Comprehensive Plan

Plan Adoption, Amendments, Review and Implementation

Adoption of the Plan represents a commitment by the City to attempt the achievement of what the Plan proposes and is considered by other governmental units, the courts and the public to be a statement of policy. City ordinances covering development and land use must be consistent with the intent of the Plan. Federal, State, County and Special District land use actions must also be consistent with the Plan. (pp. 2-3)

Finding: The proposed amendments to the City development code support residential development consistent with the Plan and the adopted Housing Needs Analysis (2018). The proposed code amendments are internally consistent. The applicable Plan policies for the proposed amendments are addressed in the policies that follow. These findings are incorporated herein.

Chapter 1: Citizen Involvement

Citizen Involvement Goal: To develop a citizen involvement program that in-

ures the opportunity for citizens to be involved in all phases of the planning process.

Policies

- 2. A Citizen Advisory Committee, appointed by the City Council, shall serve in an advisory capacity to the Florence Planning Commission to assure the broadest input during periodic review and post acknowledgment Plan and zoning amendments.** (pg. I-1)

Finding: This policy is met. The City Council appointed the Housing and Economic Advisory Committee to advise on development of the previous Comprehensive Plan amendment in 2018, including a revised Housing Needs Analysis, and they directed the Community & Economic Development Committee (CEDC) work on the proposed Plan and zoning amendments proposed herein. The CEDC met three times during the development of the adopted residential amendments. This proposal ensures consistency with those new housing code criteria, related to building height and types of housing.

- 3. The City Council shall ensure that a cross-section of Florence citizens is involved in the planning process, primarily through their appointments to the Planning Commission, Design Review Board, Citizen Advisory Committee and other special committees.** (pg. I-1)

Finding: This policy is met. The City Council appointed a cross-section of Florence citizens to serve on the CEDC, including representatives of the banking, development, education, utility provider, health, young adult, and retirement communities. The City Council also appointed a cross-section of Florence citizens to serve on the PC, including representatives of the insurance, development, realtor, utility provider, and retirement communities.

- 4. Official City meeting shall be well publicized and held at regular times. Agendas will provide the opportunity for citizen comment.** (pg. I-1)

Finding: This policy is met. The proposed code amendments are consistent with this policy because the notice of the public hearings were noticed in the Siuslaw News prior to public hearings before the Planning Commission and City Council, as required by state law on July 18, 2020 and August 1, 2020 respectively. Staff also updated the City's website to state when City meetings are scheduled. Materials for Planning Commission and City Council meetings are posted on the website prior to the meeting. The agendas are also posted at City Hall.

- 5. Records of all meetings where official action is taken shall be kept at City Hall and made available on request to the public.** (pg. I-1)

Finding: The proposal for these actions is consistent with this policy because minutes of all meetings are kept at City Hall, posted on the City's website, and made available on request to the public.

6. **Planning documents and background data shall be available to interested citizens.** (pg. I-1)

Finding: The proposal for these actions is consistent with this policy because the Resolution, Ordinance, Findings of Fact, staff report and proposed amendments were available prior to the public hearings. The documents were available to view online on the City's website or by request via email.

Chapter 2: Land Use Policies

3. **The quality of residential, commercial and industrial areas within the City shall be assured through the enforcement of City zoning, design review, applicable conditions of development approval, parking and sign ordinances, and the enforcement of building, fire, plumbing and electrical codes.** (pg. II-1)

Finding: The proposal for these actions is consistent with this policy because the proposed code standards:

- Include zoning standards addressing quality, type and availability of residential development within commercial areas.
- Continue to enforce parking standards in FCC 10-3.

Commercial

Policies

3. **The City shall promote the efficient use of available lands designated for the establishment of commercial uses.** (pg. II-9)

Finding: The proposal for these actions is consistent with this policy because it does not change the extent or location of lands designated for commercial uses. Residential uses continue to be permitted outright and conditionally in the Commercial District (FCC 10-15), Highway District (FCC-10-16), and North Commercial District (FCC 10-30). Mixed-Use development criteria include residential unit uses be setback 25 feet from the street to promote highly visible commercial uses along the primary façade.

Chapter 10, Housing Opportunities

7. **Periodically review development code regulations and the zoning map to ensure they encourage a variety of housing types, such as accessory dwelling units, tiny houses, big houses, senior housing, manufactured homes, etc.** (pg. X-2)

Finding: The proposal for these actions is consistent with this policy because the proposal was developed around the core goal of expanding residential development opportunities, including expanding the variety of housing types permitted and encouraging their construction through clear and objective standards tailored to each housing type through reference to use the existing

residential code standards. In particular, the proposal includes permitting for duets, triplexes, and quadplexes and revises existing standards for building height to implement the changes to FCC 10-10 in 2019. Proposed change increases building height from 28' to 35'.

- 10. Apply plan designations, zoning districts and regulations to implement the mix of housing indicated in the acknowledge Housing Needs Analysis.** (pg. X-2)

Finding: The proposal for these actions is consistent with this policy because the proposed added residential uses and building height increase support the mix of housing types identified in the 2017 Housing Needs Analysis (HNA). The HNA identified a need for duplexes. The proposed code amendments include that housing type in addition to triplexes, quadplexes, and duets. While there are no proposed changes to the mapped designations or zoning districts, the proposed change support greater flexibility to build more variety of units across more of the existing zones.

- 13. The City shall update codes to support and recognize workforce housing, mobile homes, manufactured housing and multifamily dwellings as an important part of the overall housing stock, if well situated.** (pg. X-2)

Finding: The proposal for these actions is consistent with this policy because it adds more housing types suitable for workforce housing including duplexes, duets, triplexes and quadplexes.

Chapter 12: Transportation

Policies

- 8. The City shall protect the function of existing and planned transportation systems as identified in the TSP through application of appropriate land use and access management techniques.**
- **Pursuant to the State Transportation Planning rule, any land use decisions which significantly affect a transportation facility shall ensure that allowed land uses are consistent with the function, capacity, level of service of the facility.** (pg. XII-3)

Finding: The proposal is consistent with this policy because the amendments are not tied to any one development application and do not affect the functional classification of any street. These amendments do not change allowable uses or change regulations in ways anticipated to result in the generation of additional vehicle trips compared to estimated traffic generation in the adopted Transportation System Plan (TSP); therefore, the amendments will have no measurable impacts on the amount of traffic on the existing transportation system. Because of this, the proposed amendments do not cause a "significant effect" under OAR 660-012-0060.

Oregon Revised Statutes (ORS)

The procedures for legislative decisions and public hearings are set out in the Florence City Code, which has been acknowledged by DLCD and these local regulations effectively implement state law. The sections of State statute that relate to the proposed amendments to the City code are listed below with findings to address consistency with these State laws.

ORS 197.303: “Needed housing” defined.

(1) As used in ORS 197.307 (Effect of need for certain housing in urban growth areas), “needed housing” means all housing on land zoned for residential use or mixed residential and commercial use that is determined to meet the need shown for housing within an urban growth boundary at price ranges and rent levels that are affordable to households within the county with a variety of incomes, including but not limited to households with low incomes, very low incomes and extremely low incomes, as those terms are defined by the United States Department of Housing and Urban Development under 42 U.S.C. 1437a. “Needed housing” includes the following housing types:

- (a) Attached and detached single-family housing and multiple family housing for both owner and renter occupancy;**
- (b) Government assisted housing;**
- (c) Mobile home or manufactured dwelling parks as provided in ORS 197.475 (Policy) to 197.490 (Restriction on establishment of park);**
- (d) Manufactured homes on individual lots planned and zoned for single-family residential use that are in addition to lots within designated manufactured dwelling subdivisions; and**
- (e) Housing for farmworkers.**

Finding: The proposal is consistent with this statute because it provides for development of the needed housing types identified in the Housing Needs Analysis (2017) within the Florence UGB. The proposed amendments permit additional forms of housing including duplexes, duets, triplexes, and quadplexes, in appropriate commercial zones.

ORS 197.307: Effect of need for certain housing in urban growth areas.

(3) When a need has been shown for housing within an urban growth boundary at particular price ranges and rent levels, needed housing shall be permitted in one or more zoning districts or in zones described by some comprehensive plans as overlay zones with sufficient buildable land to satisfy that need.

Finding: The proposal is consistent with subsection (3) of this statute because it provides for development of the needed housing types identified in the 2017 Housing Needs Analysis within the Florence UGB. The proposed amendments permit additional forms of housing including duplexes, duets, triplexes, quadplexes, in appropriate commercial zones.

(4) Except as provided in subsection (6) of this section, a local government may adopt and apply only clear and objective standards, conditions and procedures regulating the development of housing, including needed housing. The standards, conditions and procedures:

(a) May include, but are not limited to, one or more provisions regulating the density or height of a development.

(b) May not have the effect, either in themselves or cumulatively, of discouraging needed housing through unreasonable cost or delay.

(6) In addition to an approval process for needed housing based on clear and objective standards, conditions and procedures as provided in subsection (4) of this section, a local government may adopt and apply an alternative approval process for applications and permits for residential development based on approval criteria regulating, in whole or in part, appearance or aesthetics that are not clear and objective if:

(a) The applicant retains the option of proceeding under the approval process that meets the requirements of subsection (4) of this section;

(b) The approval criteria for the alternative approval process comply with applicable statewide land use planning goals and rules; and

(c) The approval criteria for the alternative approval process authorize a density at or above the density level authorized in the zone under the approval process provided in subsection (4) of this section.

(7) Subject to subsection (4) of this section, this section does not infringe on a local government's prerogative to:

(a) Set approval standards under which a particular housing type is permitted outright;

(b) Impose special conditions upon approval of a specific development proposal; or

(c) Establish approval procedures.

Finding: The proposal is consistent with subsections (4), (6) and (7) of this statute because it includes options for both clear and objective review standards. Development standards for residential development in all commercial zones are specified in FCC 10-10, including clear and objective standards for minimum lot dimensions, minimum lot area, lot coverage, yard regulations and setbacks, density, height, and site development. Residential uses in commercial zones are permitted outright, through a Type II site design review process, or in limited cases as a conditional use permit. Specific approval standards for particular housing types that are clear and objective are established.

ORS 197.610: Submission of proposed comprehensive plan or land use regulation changes to Department of Land Conservation and Development; rules.

(1) Before a local government adopts a change, including additions and deletions, to an acknowledged comprehensive plan or a land use regulation, the local government shall submit the proposed change to the Director of the Department of Land Conservation and Development. The Land Conservation and Development Commission shall specify, by rule, the deadline for submitting proposed changes, but in all cases the proposed change must be submitted at least 20 days before the local government holds the first evidentiary hearing on adoption of the proposed change. The commission may not require a local government to submit the proposed change more than 35 days before the first evidentiary hearing.

(2) If a local government determines that emergency circumstances beyond the control of the local government require expedited review, the local government shall submit the proposed changes as soon as practicable, but may submit the proposed changes after the applicable deadline.

(3) Submission of the proposed change must include all of the following materials:

(a) The text of the proposed change to the comprehensive plan or land use regulation implementing the plan;

(b) If a comprehensive plan map or zoning map is created or altered by the proposed change, a copy of the map that is created or altered;

(c) A brief narrative summary of the proposed change and any supplemental information that the local government believes may be useful to inform the director or members of the public of the effect of the proposed change;

(d) The date set for the first evidentiary hearing;

(e) The form of notice or a draft of the notice to be provided under ORS 197.763, if applicable; and

(f) Any staff report on the proposed change or information describing when the staff report will be available, and how a copy of the staff report can be obtained.

(4) The director shall cause notice of the proposed change to the acknowledged comprehensive plan or the land use regulation to be provided to:

(a) Persons that have requested notice of changes to the acknowledged comprehensive plan of the particular local government, using electronic mail, electronic bulletin board, electronic mailing list server or similar electronic method; and

(b) Persons that are generally interested in changes to acknowledged comprehensive plans, by posting notices periodically on a public website using the Internet or a similar electronic method.

Finding: The proposal is consistent with this statute because notice to DLCD was sent on June 23, 2020 at least 35 days prior to the July 28, 2020 (first) public hearing and the notice contained the information required in this statute. The notice of proposed change was circulated widely within the city consistent with subsection (4), as detailed in response to Comprehensive Plan Goal 1.

Oregon Administrative Rules (OAR)

The procedures for legislative decisions and public hearings are set out in the Florence City Code, which has been acknowledged by DLCD and these local regulations effectively implement state law. The sections of State rules that relate to the proposed amendments to the City code are listed below with findings to address consistency with these State laws.

OAR 660-008-0015: Clear and Objective Approval Standards Required

(1) Except as provided in section (2) of this rule, a local government may adopt and apply only clear and objective standards, conditions and procedures regulating the development of needed housing on buildable land. The standards,

conditions and procedures may not have the effect, either in themselves or cumulatively, of discouraging needed housing through unreasonable cost or delay.

(2) In addition to an approval process for needed housing based on clear and objective standards, conditions and procedures as provided in section (1) of this rule, a local government may adopt and apply an optional alternative approval process for applications and permits for residential development based on approval criteria regulating, in whole or in part, appearance or aesthetics that are not clear and objective if:

(a) The applicant retains the option of proceeding under the approval process that meets the requirements of section (1);

(b) The approval criteria for the alternative approval process comply with applicable statewide land use planning goals and rules; and

(c) The approval criteria for the alternative approval process authorize a density at or above the density level authorized in the zone under the approval process provided in section (1) of this rule.

(3) Subject to section (1), this rule does not infringe on a local government's prerogative to:

(a) Set approval standards under which a particular housing type is permitted outright;

(b) Impose special conditions upon approval of a specific development proposal; or

(c) Establish approval procedures.

Finding: The proposal is consistent with this rule as detailed in the findings for ORS 197.307(4), (6) and (7).

OAR 660-012-0060: Transportation Planning, Plan and Land Use Regulation Amendments

(1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:

(a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);

(b) Change standards implementing a functional classification system; or

(c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.

- (A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;
- (B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or
- (C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.

Finding: The proposal is consistent with this rule as detailed in the findings for Comprehensive Plan Policy 12.8.

OAR 660-018-0020: Notice of a Proposed Change to a Comprehensive Plan or Land Use Regulation

(1) Before a local government adopts a change to an acknowledged comprehensive plan or a land use regulation, unless circumstances described in OAR 660-018-0022 apply, the local government shall submit the proposed change to the department, including the information described in section (2) of this rule. The local government must submit the proposed change to the director at the department's Salem office at least 35 days before holding the first evidentiary hearing on adoption of the proposed change.

Finding: The proposal is consistent with this rule as detailed in the findings for ORS 197.610.

OAR 660-015-0000 (Goal 10):

To provide for the housing needs of citizens of the state.

Buildable lands for residential use shall be inventoried and plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type and density.

[...]

Needed Housing Units -- means housing types determined to meet the need shown for housing within an urban growth boundary at particular price ranges and rent levels. On and after the beginning of the first periodic review of a local government's acknowledged comprehensive plan, "needed housing units" also includes government-assisted housing. For cities having populations larger than 2,500 people and counties having populations larger than 15,000 people, "needed housing units" also includes (but is not limited to) attached and detached single-family housing, multiple-family housing, and manufactured homes, whether occupied by owners or renters.

[...]

Finding: The population of the City of Florence exceeds 2,500 people, so the requirement for various housing types applies.

The City's Residential Buildable Lands Inventory was updated in late 2018. In compliance with Goal 10 and applicable administrative rules implementing Goal 10, the

inventory looks at acreage available for development within the City's residential areas. While residential uses are permitted or conditionally permitted in areas with non-residential designations, the BLI only inventories acreage within residential zoning districts. (See Housing Needs Analysis Appendix I.)

While the City's commercial code update does relate to residential uses in certain commercial districts, there is no overlap between the zones inventoried as residential in the BLI and the City's proposed commercial code updates. As a result, the changes proposed by the City to four different commercial districts cannot impact the City's residential inventory in the City's BLI.

Regardless the proposed amendments provide for additional forms of housing including duplexes, duets, triplexes, and quadplexes identified as needed in the 2017 Housing Needs Analysis within lands designated for commercial and mixed uses. Previously duplexes were not an allowed use in the Commercial or Highway Districts. The proposed code amendment would now permit this housing type thereby increasing the available supply of residential options.

The Housing Needs Analysis, 2017 Exhibit IV.6. identifies a forecasted need under Scenario A of 248 dwelling units as townhomes/Plexes (2-4 units) and 254 multifamily dwelling units (5+ units). The proposed code amendments increase the types of residential uses allowed and increase building height which will contribute to the opportunity to meet the forecasted dwelling unit demand. The proposed code amendments create a positive impact on the supply of residential options.

B. IMPLEMENTATION

5. Additional methods and devices for achieving this goal should, after consideration of the impact on lower income households, include, but not be limited to: (1) tax incentives and disincentives; (2) building and construction code revision; (3) zoning and land use controls; (4) subsidies and loans; (5) fee and less-than-fee acquisition techniques; (6) enforcement of local health and safety codes; and (7) coordination of the development of urban facilities and services to disperse low income housing throughout the planning area.

Finding: The proposal is consistent with this rule because it includes proposed zoning and land use controls that support implementation of the adopted HNA, including needed housing types as identified above.

V. CONCLUSION

The proposed amendments to the Florence City Code Title 10 are consistent with the applicable criteria in the Florence Realization 2020 Comprehensive Plan, Florence City Code, Oregon Revised Statutes and Oregon Administrative Rules.

VI. EXHIBITS

- A. Proposed edits to FCC Title 10 Chapters 15, 16, 25, and 30
- B. Findings of Fact



July 28, 2020

City of Florence Planning Commission
Florence City Hall
250 Highway 101
Florence, OR 97439

Re: Increase building heights in Commercial, Highway, Professional Office and North Commercial Districts to be consistent with December 2019 changes to residential standards. Add missing middle housing (duplex, duets, tri & four-plexes to Commercial and Highway Districts) (PC 20 20 TA 02 & CC 20 05 TA 02)

Dear Planning Commission Members:

This letter is submitted jointly by Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO). Both HLA and FHCO are non-profit organizations that advocate for land use policies and practices that ensure an adequate and appropriate supply of affordable housing for all Oregonians. FHCO's interests relate to a jurisdiction's obligation to affirmatively further fair housing. Please include these comments in the record for the above-referenced proposed amendment.

We are encouraged to see the City proactively including housing options in its mixed use zones. Nonetheless, we are obligated to raise the following in relation to Goal 10. As you know, and as reflected in the staff report, all amendments to the City's Comprehensive Plan and Zoning map must comply with the Statewide Planning Goals. ORS 197.175(2)(a). When a decision is made affecting the residential land supply, the City must refer to its Housing Needs Analysis (HNA) and Buildable Land Inventory (BLI) in order to show that an adequate number of needed housing units (both housing type and affordability level) will be supported by the residential land supply after enactment of the proposed change.

The staff report for the proposed updates to the commercial and mixed-use zoning districts of Title 10 of Florence City Code recommends its approval. This recommendation is contingent on the Goal 10 findings, stating that since "additional forms of housing including duplexes, duets, triplexes, and quadplexes in appropriate commercial zones" will be allowed, the changes comply



with Goal 10. However, an increase in housing development opportunities does not result in automatic Goal 10 compliance. For example, how many potential units could be provided by this code amendment? What affordability level would these units serve? Goal 10 findings must demonstrate that the changes do not leave the City with less than adequate residential land supplies in the types, locations, and affordability ranges affected. *See Mulford v. Town of Lakeview*, 36 Or LUBA 715, 731 (1999) (rezoning residential land for industrial uses); *Gresham v. Fairview*, 3 Or LUBA 219 (same); see also, *Home Builders Assn. of Lane Cty. v. City of Eugene*, 41 Or LUBA 370, 422 (2002) (subjecting Goal 10 inventories to tree and waterway protection zones of indefinite quantities and locations). Further, because the proposed amendments have the potential to impact the addition of future housing units to the City, the City should reference its HNA and BLI to illustrate its expected growth, and showcase its current ability to provide for the housing needs of its citizens. Only with a complete analysis showing the City's status and plans to provide needed housing as dictated by the HNA, and compared to the BLI, can the public understand whether the City is achieving its goals through the proposed updates to Title 10.

HLA and FHCO urge the Planning Commission to defer approval of PC 20 20 TA 02 & CC 20 05 TA 02 until adequate Goal 10 findings can be made, and the proposal evaluated under the HNA and BLI. Thank you for your consideration. Please provide written notice of your decision to, FHCO, c/o Louise Dix, at 1221 SW Yamhill Street, #305, Portland, OR 97205 and HLA, c/o Jennifer Bragar, at 121 SW Morrison Street, Suite 1850, Portland, OR 97204. Please feel free to email Louise Dix at ldix@fhco.org or reach her by phone at (541) 951-0667.

Thank you for your consideration.

A handwritten signature in black ink that reads "Louise Dix".

Louise Dix
AFFH Specialist
Fair Housing Council of Oregon

/s/ Jennifer Bragar
Jennifer Bragar
President
Housing Land Advocates

cc: Kevin Young (kevin.young@state.or.us)

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 4
Meeting Date: August 17, 2020
Department: Planning

ITEM TITLE: Solid Waste Rate Adjustment -- Resolution 22, Series 2020

DISCUSSION/ISSUE:

Background--The City Council establishes rates for solid waste and recycling services as outlined in Title 9, Chapter 4 of the Florence City Code (FCC).

On May 18, 2020 City Council approved Resolution 9, Series 2020 delaying review and decision of the below listed items contained in Resolution 7, Series 2019, until businesses reopened and mass gatherings resumed—by October 1, 2020. To do so required an August review to allow for an implementation period after resolution signing.

- a. Resolution: Increase hauler license fees by .5% effective July 1, 2020.
- b. Resolution: Review temporary recycling surcharge in March 2019 and adjust if necessary.
- c. Resolution: Increase solid waste rates annually on July 1st by 80.6% of the Consumer Price Index category (CPI) “CPI-W U.S. City Average” and review the 19.4% exemption and adjust as necessary.
- d. Resolution: Review vacancy counts in multiple customer developments July 2019 through February 2020 to determine if 80% occupancy is still accurate. Adjust Tables B & C of the rate schedule if needed.

Reporting & Analysis: Item “a” is not a reporting item and would either be implemented or not. Of note the City of Florence has deferred 2020 utility rate and general fee increases. Central Coast Disposal and County Transfer and Recycling have provided the information for analyses of items “c” and “d”. In March EMAC was to review and recommend to Council direction on items “b”, “c” and “d”. Due to the Governor’s Executive Order 20-12, EMAC had not been able to meet by May 18th to provide a recommendation. While committees have recently been authorized to meet on “must meet” topics they have been unable to assemble a quorum (7 members) as of the writing of this report for a meeting. Several members have individually indicated agreement with staff’s recommendation.

Most businesses have reopened at least partially but business activity remains low (40%) compared to last year, unemployment numbers are still high and gatherings are restricted to 10 or fewer. This has resulted in cancellation of numerous tourism-generating activities hosted by the Chamber of Commerce, Florence Events Center, Three Rivers Casino and Driftwood Shores Event Center to include Rhody Days, 4th of July, and Wings and Wheels.

Recommendation: Staff has consulted with both haulers. Staff recommends continued postponement, specifically, until the Interim Reporting Year review when an in-depth analysis of the rates will be performed externally by a consultant with reporting around March 2021 and implementation on July 1, 2021.

FISCAL IMPACT:

This policy affects the City fiscally through:

- Loss of additional Street Fund revenues generated from solid waste rate increases received via the .5% increase in hauler license fees.

RELEVANCE TO ADOPTED COUNCIL GOALS:

Goal 2, Livability & Quality of Life, Greater Community.

ALTERNATIVES:

1. Approve Resolution No. 22, Series 2020 as proposed
2. Review and recommend changes to Resolution No. 22, Series 2020 and approve as amended
3. Do not approve Resolution No. 22, Series 2020 and determine steps to proceed.

EMAC / STAFF RECOMMENDATION:

Approve Resolution 22, 2020 as stated in recommendation above.

AIS PREPARED BY: Wendy FarleyCampbell, Planning Director

**CITY MANAGER'S
RECOMMENDATION:**

Approve Disapprove Other
Comments: *Megan Messmer*

ITEM'S ATTACHED:

Attachment 1 – Resolution 22, Series 2020
Attachment 2 – Resolution 9, Series 2020
Attachment 3 – Resolution 7, Series 2019

RESOLUTION NO. 22, SERIES 2020

A RESOLUTION GOVERNING RATES FOR SOLID WASTE SERVICES

RECITALS:

1. Resolution 7, Series 2019 adopted May 6, 2019 by City Council outlined several actions and reviews to take place over the course of the year with changes occurring simultaneous with the July 1, 2020 rate increase. These include:
 - a. Increase hauler license fees by .5% effective July 1, 2020
 - b. Review temporary recycling surcharge in March 2019 and adjust if necessary.
 - c. Increase solid waste rates annually on July 1st by 80.6% of the Consumer Price Index category (CPI) "CPI-W U.S. City Average" and review the 19.4% exemption and adjust as necessary. Review of the 19.4% exemption of the Consumer Price Index increase published by the Bureau of Labor
 - d. Review vacancy counts in multiple customer developments from July 2019 through February 2020
2. On May 18, 2020, Florence City Council reviewed the timeline of city, county and state actions and their impacts to services concerning efforts to constrain the spread of COVID-19.
3. On May 18, 2020, Florence City Council, after considering the impacts COVID-19 has had on local residents and businesses, approved Resolution 9 Series 2020 delaying the amendment of solid waste licensee fees and solid waste collection service fees for residential and commercial customers.
4. In the three intervening months the climate of business closures and unemployment while somewhat different have not resulted in a vast improvement to the local economy and Council finds it in the public interest to delay the review of the items in Recital 1.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. The City Council demonstrates support of its solid waste service providers, citizens and businesses by delaying the amendment of the solid waste licensee fees and solid waste collection service fees for residential and commercial customers.
2. The actions specified under Resolution 7 Series 2019 and presented under Recital 1 will be reviewed by Council concurrent with the next Interim Year Solid Waste Rate Review with any action implemented 30 days following approval.
3. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 17th day of August 2020.

Joe Henry, Mayor

ATTEST:

Kelli Weese, City Recorder

RESOLUTION NO. 9, SERIES 2020

A RESOLUTION GOVERNING RATES FOR SOLID WASTE SERVICES

RECITALS:

1. Resolution 7, Series 2019 adopted May 6, 2019 by City Council outlined several actions and reviews to take place over the course of the year with changes occurring simultaneous with the July 1, 2020 rate increase. These include:
 - a. Increase hauler license fees by .5% effective July 1, 2020
 - b. Review temporary recycling surcharge in March 2019 and adjust if necessary.
 - c. Increase solid waste rates annually on July 1st by 80.6% of the Consumer Price Index category (CPI) "CPI-W U.S. City Average" and review the 19.4% exemption and adjust as necessary. Review of the 19.4% exemption of the Consumer Price Index increase published by the Bureau of Labor
 - d. Review vacancy counts in multiple customer developments from July 2019 through February 2020
2. On March 8, 2020, the Governor of the State of Oregon issued Executive Order 20-03 declaring a statewide State of Emergency under ORS 401.025(1) due to the serious public health and safety threat posed by the spread of the COVID-19 virus within our state.
3. On March 17, 2020, the Lane County Board of Commissioners adopted Order 20-03-17-06, declaring a local emergency as a result of public health response to COVID-19.
4. On March 23, 2020 the Florence City Council adopted Resolution 6, Series 2020, declaring a local temporary state of emergency for the immediate preservation of the public peace, health and safety of the City of Florence.
5. On March 23, 2020 Governor of the State of Oregon issued Executive Order 20-012 ordering Oregonians to stay at home, closing specified businesses, etc.
6. Initial research from Business Oregon found the that more than 70% of businesses have since then had decreased revenues and unemployment rates are predicted to be as high as 15-20%.
7. On May 7, 2020 the Governor of the State of Oregon released a phased reopening approach for counties and businesses whereby limited reopening could begin as early as May 15th and extend through the summer months.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. The City Council demonstrates support of its solid waste service providers, citizens and businesses by delaying the amendment of the solid waste licensee fees and solid waste collection service fees for residential and commercial customers.
2. The actions specified under Resolution 7 Series 2019 and presented under Recital 1 will be reviewed by Council with any action implemented on October 1, 2020, 30 days following review.
3. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 18th day of May 2020.



Joe Henry, Mayor

ATTEST:



Kelli Weese, City Recorder

RESOLUTION NO. 7, SERIES 2019

**A RESOLUTION GOVERNING RATES FOR SOLID WASTE SERVICES AND REPEALING
RESOLUTION NO. 8, SERIES 2018**

RECITALS:

1. Florence City Code Title 9, Chapter 4 notes the process for updates to the solid waste licensing fees.
2. The Environmental Management Advisory Committee reviewed the proposed solid waste rates amendments on April 16, 2019.
3. The City Council deliberated in a work session on April 22, 2019 and held a public hearing on May 6, 2019 to review the proposed solid waste rate amendments.

Based on these findings,

THE CITY COUNCIL OF THE CITY OF FLORENCE RESOLVES AS FOLLOWS:

1. To amend the solid waste licensee fees and solid waste collection service fees for residential and commercial customers as follows:

Section 1.

- A.** The following fees are hereby established for applicants and licenses for solid waste services:

Nonrefundable application fee	\$350.00
Nonrefundable reapplication fee	\$80.00

Provided reapplication was made within one month of expiration date of the original application and the cause requiring reapplication was no fault of the applicant.

The license fee shall be calculated as follows:

Three percent of the gross receipts (excluding Lane County disposal fees collected for drop box service) collected each year by the licensee from its operations in the provision of solid waste collection and management services beginning July 1, 2016. The license fee shall be increased annually 0.5 percent each July 1, beginning July 1, 2017 until the license fee is 5.0 percent of gross receipts.

- B. The license fee shall be paid quarterly, within thirty days of the end of each quarter; (quarters are July 1 - September 30, October 1 - December 31, January 1 - March 31, and April 1 - June 30. Licensee shall provide support for the calculation of the license fee amount due from a qualified consultant within thirty days of request by the City. If the quarterly payment is not paid within 30 days of the due date, license revocation proceedings (re: FCC 9-4-7-1) will be initiated by the City Manager. Such proceedings may be discontinued only when the licensee pays the unpaid amount.

- C. The City may inspect the financial records of a licensee or the licensee's agents or assigns at all reasonable times for any purpose relevant to the performance or enforcement of the licensee. The City may require an audit of a licensee's financial records to determine compliance with the payment of the licensee fee pursuant to this section, or if there is a public need therefor.

Section 2.

- A. Rates are listed in attached *Schedule 1, 2019 to FCC 9-4 Solid Waste Management (Exhibit A)*. Can/Cart/Bin rates are changed to increase by 2.05% and the disposal charge portion of the rates is increase .45%. Recycling surcharge of .75 on can/cart services and .65 per yard on bin services is retained and will be reviewed again by March 2020. These new rates will take effect July 1, 2019 in accordance with Florence City Code Title 9 Chapter 4 Section 5-1-A.

- B. The rates adopted under this resolution are designed to permit the licensee to ultimately collect the cost of service + 10%. After review of the financials during a base year review the rates will not increase if the returns fall within the range of 2% above or below 10% and may decrease if they exceed 12%. During interim years after reviewing financials if profit margin exceeds 12% the rates may decrease.

Section 3.

During the next interim year review the 19.4% exemption of the Consumer Price Index published by the Bureau of Labor shall be reviewed. The following Consumer Price Index categories shall be used: CPI-W U.S. City Average from January of the fiscal reporting year to December of the fiscal reporting year. The solid waste rate fees shall increase annually on July 1st by the revised percentage of the CPI. The changed shall be made by resolution.

Section 4.

All contractual arrangements for solid waste services within city limits must be submitted by the hauler to the city for its review of compliance with city code and resolutions. The contracts shall include the number of dwellings and/or businesses served, types and frequency of service, and cost of service. The city's review must be completed within 30 days of receipt.

Section 5.

Haulers will monitor seasonal costs and revenues associated with non-regulated services (yard debris, electronics, antifreeze, biohazard, etc.) for one year to clarify impacts on solid waste rates and provide data for potential future programs. Recycling Surcharge is temporary and to be reviewed again in March 2020 or with a hauler submitted request for rate review in accordance with Title 9 Chapter 4 with any changes effective 30 days from the date of review and approval. The haulers will perform vacancy counts in multiple customer developments from July 2019 through February 2020 and the City will revise rates with any changes effective July 1, 2019.

2. This Resolution shall become effective on July 1, 2019.

ADOPTION:

This Resolution is passed and adopted on the 6th day of May, 2019.



Joe Henry, Mayor

ATTEST:



Kelli Weese, City Recorder

City of Florence SW Collection Rates

		2.05%				\$ 0.37				0.00%			
Residential	2018 Rate	2019 CPI Increase (2.05%)	Cart Weight	Monthly Collection Frequency	Tip Fee Increase (\$.37)	Subtotal (CPI & Tip Fee)	License Fee Increase	Subtotal Increase & Lic. Fee	2019 Rate	Increase \$	Increase %		
20 Gal. Can monthly	\$ 12.70	\$ 0.26	25.97	1.00	\$ 0.01	\$ 12.97	\$ -	\$ 12.97	\$ 12.95	\$ 0.25	2.0%		
20 Gal. Can EOW	\$ 16.50	\$ 0.34	18.87	2.00	\$ 0.01	\$ 16.85	\$ -	\$ 16.85	\$ 16.85	\$ 0.35	2.1%		
20 Gal. Can weekly	\$ 22.45	\$ 0.46	18.87	4.33	\$ 0.02	\$ 22.93	\$ -	\$ 22.93	\$ 22.95	\$ 0.50	2.2%		
20 Gal Additional	\$ 22.65	\$ 0.46	18.87	4.33	\$ 0.02	\$ 23.13	\$ -	\$ 23.13	\$ 22.95	\$ 0.30	1.3%		
32 Gal. Can monthly	\$ 13.95	\$ 0.29	30.95	1.00	\$ 0.01	\$ 14.24	\$ -	\$ 14.24	\$ 14.25	\$ 0.30	2.2%		
32 Gal. Can EOW	\$ 17.95	\$ 0.37	25.97	2.00	\$ 0.01	\$ 18.33	\$ -	\$ 18.33	\$ 18.35	\$ 0.40	2.2%		
32 Gal. Can weekly	\$ 23.35	\$ 0.48	25.97	4.33	\$ 0.02	\$ 23.85	\$ -	\$ 23.85	\$ 23.85	\$ 0.50	2.1%		
32 Gal. Can additional	\$ 23.55	\$ 0.48	25.97	4.33	\$ 0.02	\$ 24.06	\$ -	\$ 24.06	\$ 23.85	\$ 0.30	1.3%		
35 Gal. Cart EOW	\$ 20.55	\$ 0.42	25.97	2.00	\$ 0.01	\$ 20.98	\$ -	\$ 20.98	\$ 21.00	\$ 0.45	2.2%		
35 Gal. Cart weekly	\$ 27.20	\$ 0.56	25.97	4.33	\$ 0.02	\$ 27.78	\$ -	\$ 27.78	\$ 27.80	\$ 0.60	2.2%		
35 Gal Additional	\$ 27.55	\$ 0.56	25.97	4.33	\$ 0.02	\$ 28.14	\$ -	\$ 28.14	\$ 27.80	\$ 0.25	0.9%		
48 Gal. Cart EOW	\$ 22.75	\$ 0.47	34.03	2.00	\$ 0.01	\$ 23.23	\$ -	\$ 23.23	\$ 23.25	\$ 0.50	2.2%		
48 Gal. Cart weekly	\$ 30.55	\$ 0.63	34.03	4.33	\$ 0.03	\$ 31.21	\$ -	\$ 31.21	\$ 31.20	\$ 0.65	2.1%		
48 Gal Additional	\$ 31.00	\$ 0.64	34.03	4.33	\$ 0.03	\$ 31.67	\$ -	\$ 31.67	\$ 31.20	\$ 0.20	0.6%		
60 Gal. Cart EOW	\$ 24.20	\$ 0.50	42.08	2.00	\$ 0.02	\$ 24.71	\$ -	\$ 24.71	\$ 24.70	\$ 0.50	2.1%		
60 Gal. Cart weekly	\$ 33.20	\$ 0.68	42.08	4.33	\$ 0.04	\$ 33.92	\$ -	\$ 33.92	\$ 33.90	\$ 0.70	2.1%		
60 Gal Additional	\$ 33.60	\$ 0.69	42.08	4.33	\$ 0.04	\$ 34.33	\$ -	\$ 34.33	\$ 33.90	\$ 0.30	0.9%		
90 Gal. Cart EOW	\$ 30.20	\$ 0.62	48.76	2.00	\$ 0.02	\$ 30.84	\$ -	\$ 30.84	\$ 30.85	\$ 0.65	2.2%		
90 Gal. Cart weekly	\$ 42.85	\$ 0.88	48.76	4.33	\$ 0.04	\$ 43.77	\$ -	\$ 43.77	\$ 43.75	\$ 0.90	2.1%		
90 Gal Additional	\$ 43.35	\$ 0.89	48.76	4.33	\$ 0.04	\$ 44.28	\$ -	\$ 44.28	\$ 43.75	\$ 0.40	0.9%		
Extra Bag	\$ 3.20	\$ 0.07	6.50	1.00	\$ 0.00	\$ 3.27	\$ -	\$ 3.27	\$ 3.25	\$ 0.05	1.6%		
Extra Container	\$ 5.55	\$ 0.11	18.87	1.00	\$ 0.00	\$ 5.67	\$ -	\$ 5.67	\$ 5.65	\$ 0.10	1.8%		
MF SB / SS													
35 Gal. Cart weekly	\$ 19.05	\$ 0.39	25.97	4.33	\$ 0.02	\$ 19.46	\$ -	\$ 19.46	\$ 19.45	\$ 0.40	2.1%		
48 Gal. Cart weekly	\$ 23.05	\$ 0.47	34.03	4.33	\$ 0.03	\$ 23.55	\$ -	\$ 23.55	\$ 23.55	\$ 0.50	2.2%		
60 Gal. Cart weekly	\$ 25.45	\$ 0.52	42.08	4.33	\$ 0.04	\$ 26.01	\$ -	\$ 26.01	\$ 26.00	\$ 0.55	2.2%		
90 Gal. Cart weekly	\$ 29.00	\$ 0.59	48.76	4.33	\$ 0.04	\$ 29.64	\$ -	\$ 29.64	\$ 29.65	\$ 0.65	2.2%		
MF SB / MS													
32 Gal. Can weekly	\$ 21.80	\$ 0.45	25.97	4.33	\$ 0.02	\$ 22.27	\$ -	\$ 22.27	\$ 22.25	\$ 0.45	2.1%		
35 Gal. Cart weekly	\$ 23.75	\$ 0.49	25.97	4.33	\$ 0.02	\$ 24.26	\$ -	\$ 24.26	\$ 24.25	\$ 0.50	2.1%		
48 Gal. Cart weekly	\$ 25.35	\$ 0.52	34.03	4.33	\$ 0.03	\$ 25.90	\$ -	\$ 25.90	\$ 25.90	\$ 0.55	2.2%		
60 Gal. Cart weekly	\$ 27.90	\$ 0.57	42.08	4.33	\$ 0.04	\$ 28.51	\$ -	\$ 28.51	\$ 28.50	\$ 0.60	2.2%		
90 Gal. Cart weekly	\$ 37.10	\$ 0.76	48.76	4.33	\$ 0.04	\$ 37.90	\$ -	\$ 37.90	\$ 37.90	\$ 0.80	2.2%		
Commercial Cart													
35 Gal. Cart EOW	\$ 20.55	\$ 0.42	25.97	2.00	\$ 0.01	\$ 20.98	\$ -	\$ 20.98	\$ 21.00	\$ 0.45	2.2%		
35 Gal. Cart weekly	\$ 27.20	\$ 0.56	25.97	4.33	\$ 0.02	\$ 27.78	\$ -	\$ 27.78	\$ 27.80	\$ 0.60	2.2%		
35 Gal Additional	\$ 27.55	\$ 0.56	25.97	4.33	\$ 0.02	\$ 28.14	\$ -	\$ 28.14	\$ 27.80	\$ 0.25	0.9%		
48 Gal. Cart EOW	\$ 22.75	\$ 0.47	34.03	2.00	\$ 0.01	\$ 23.23	\$ -	\$ 23.23	\$ 23.25	\$ 0.50	2.2%		
48 Gal. Cart weekly	\$ 30.55	\$ 0.63	34.03	4.33	\$ 0.03	\$ 31.21	\$ -	\$ 31.21	\$ 31.20	\$ 0.65	2.1%		
48 Gal Additional	\$ 31.00	\$ 0.64	34.03	4.33	\$ 0.03	\$ 31.67	\$ -	\$ 31.67	\$ 31.20	\$ 0.20	0.6%		
60 Gal. Cart EOW	\$ 24.20	\$ 0.50	42.08	2.00	\$ 0.02	\$ 24.71	\$ -	\$ 24.71	\$ 24.70	\$ 0.50	2.1%		
60 Gal. Cart weekly	\$ 33.20	\$ 0.68	42.08	4.33	\$ 0.04	\$ 33.92	\$ -	\$ 33.92	\$ 33.90	\$ 0.70	2.1%		
60 Gal Additional	\$ 33.60	\$ 0.69	42.08	4.33	\$ 0.04	\$ 34.33	\$ -	\$ 34.33	\$ 33.90	\$ 0.30	0.9%		

90 Gal. Cart EOW	\$ 30.20	\$ 0.62	48.76	2.00	\$ 0.02	\$ 30.84	\$ -	\$ 30.84	\$ 30.85	\$ 0.65	2.2%
90 Gal. Cart weekly	\$ 42.85	\$ 0.88	48.76	4.33	\$ 0.04	\$ 43.77	\$ -	\$ 43.77	\$ 43.75	\$ 0.90	2.1%
90 Gal Additional	\$ 43.35	\$ 0.89	48.76	4.33	\$ 0.04	\$ 44.28	\$ -	\$ 44.28	\$ 43.75	\$ 0.40	0.9%

Commercial Bin	2018 Rate	2019 CPI Increase (2.05%)	Container Wt. per Yd.	Collected Yards	Tip Fee Increase (\$2.05)	Subtotal (CPI & Tip Fee)	License Fee Increase	Subtotal Increase & Lic. Fee	2019 Rate	Increase \$	Increase %
1 yard On-call	\$ 45.90	\$ 0.94	120	1.00	\$ 0.02	\$ 46.87	\$ -	\$ 46.87	\$ 46.85	\$ 0.95	2.07%
1 yard Monthly	\$ 46.65	\$ 0.96	120	1.00	\$ 0.02	\$ 47.63	\$ -	\$ 47.63	\$ 47.65	\$ 1.00	2.14%
1 yard EOW	\$ 78.25	\$ 1.60	120	2.00	\$ 0.05	\$ 79.90	\$ -	\$ 79.90	\$ 79.90	\$ 1.65	2.11%
1 yard 1 x per Week	\$ 119.05	\$ 2.44	120	4.33	\$ 0.11	\$ 121.60	\$ -	\$ 121.60	\$ 121.60	\$ 2.55	2.14%
1 yard 2 X per Week	\$ 234.75	\$ 4.81	120	8.66	\$ 0.21	\$ 239.77	\$ -	\$ 239.77	\$ 239.75	\$ 5.00	2.13%
1 yard 3 X per Week	\$ 352.15	\$ 7.22	120	12.99	\$ 0.32	\$ 359.69	\$ -	\$ 359.69	\$ 359.70	\$ 7.55	2.14%
1 yard 4 X per Week	\$ 469.45	\$ 9.62	120	17.32	\$ 0.42	\$ 479.50	\$ -	\$ 479.50	\$ 479.50	\$ 10.05	2.14%
1 yard 5 X per Week	\$ 586.80	\$ 12.03	120	21.65	\$ 0.53	\$ 599.36	\$ -	\$ 599.36	\$ 599.35	\$ 12.55	2.14%
1 yard 6 X per Week	\$ 704.20	\$ 14.44	120	25.98	\$ 0.63	\$ 719.27	\$ -	\$ 719.27	\$ 719.25	\$ 15.05	2.14%
1.5 yard On-call	\$ 61.05	\$ 1.25	120	1.50	\$ 0.04	\$ 62.34	\$ -	\$ 62.34	\$ 62.35	\$ 1.30	2.13%
1.5 yard Monthly	\$ 64.00	\$ 1.31	120	1.50	\$ 0.04	\$ 65.35	\$ -	\$ 65.35	\$ 65.35	\$ 1.35	2.11%
1.5 yard EOW	\$ 108.55	\$ 2.23	120	3.00	\$ 0.07	\$ 110.85	\$ -	\$ 110.85	\$ 110.85	\$ 2.30	2.12%
1.5 yard 1 x per Week	\$ 159.10	\$ 3.26	120	6.50	\$ 0.16	\$ 162.52	\$ -	\$ 162.52	\$ 162.50	\$ 3.40	2.14%
1.5 yard 2 X per Week	\$ 316.40	\$ 6.49	120	12.99	\$ 0.32	\$ 323.20	\$ -	\$ 323.20	\$ 323.20	\$ 6.80	2.15%
1.5 yard 3 X per Week	\$ 474.65	\$ 9.73	120	19.49	\$ 0.47	\$ 484.85	\$ -	\$ 484.85	\$ 484.85	\$ 10.20	2.15%
1.5 yard 4 X per Week	\$ 632.85	\$ 12.97	120	25.98	\$ 0.63	\$ 646.46	\$ -	\$ 646.46	\$ 646.45	\$ 13.60	2.15%
1.5 yard 5 X per Week	\$ 791.10	\$ 16.22	120	32.48	\$ 0.79	\$ 808.11	\$ -	\$ 808.11	\$ 808.10	\$ 17.00	2.15%
1.5 yard 6 X per Week	\$ 949.30	\$ 19.46	120	38.97	\$ 0.95	\$ 969.71	\$ -	\$ 969.71	\$ 969.70	\$ 20.40	2.15%
2 yard On-call	\$ 78.85	\$ 1.62	120	2.00	\$ 0.05	\$ 80.52	\$ -	\$ 80.52	\$ 80.50	\$ 1.65	2.09%
2 yard Monthly	\$ 80.75	\$ 1.66	120	2.00	\$ 0.05	\$ 82.45	\$ -	\$ 82.45	\$ 82.45	\$ 1.70	2.11%
2 yard EOW	\$ 132.25	\$ 2.71	120	4.00	\$ 0.10	\$ 135.06	\$ -	\$ 135.06	\$ 135.05	\$ 2.80	2.12%
2 yard 1 x per Week	\$ 199.80	\$ 4.10	120	8.66	\$ 0.21	\$ 204.11	\$ -	\$ 204.11	\$ 204.10	\$ 4.30	2.15%
2 yard 2 X per Week	\$ 404.60	\$ 8.29	120	17.32	\$ 0.42	\$ 413.32	\$ -	\$ 413.32	\$ 413.30	\$ 8.70	2.15%
2 yard 3 X per Week	\$ 607.05	\$ 12.44	120	25.98	\$ 0.63	\$ 620.13	\$ -	\$ 620.13	\$ 620.15	\$ 13.10	2.16%
2 yard 4 X per Week	\$ 809.30	\$ 16.59	120	34.64	\$ 0.84	\$ 826.73	\$ -	\$ 826.73	\$ 826.75	\$ 17.45	2.16%
2 yard 5 X per Week	\$ 1,011.65	\$ 20.74	120	43.30	\$ 1.05	\$ 1,033.44	\$ -	\$ 1,033.44	\$ 1,033.45	\$ 21.80	2.15%
2 yard 6 X per Week	\$ 1,213.90	\$ 24.88	120	51.96	\$ 1.27	\$ 1,240.05	\$ -	\$ 1,240.05	\$ 1,240.05	\$ 26.15	2.15%
3 yard On-call	\$ 111.50	\$ 2.29	120	3.00	\$ 0.07	\$ 113.86	\$ -	\$ 113.86	\$ 113.85	\$ 2.35	2.11%
3 yard Monthly	\$ 115.00	\$ 2.36	120	3.00	\$ 0.07	\$ 117.43	\$ -	\$ 117.43	\$ 117.45	\$ 2.45	2.13%
3 yard EOW	\$ 187.05	\$ 3.83	120	6.00	\$ 0.15	\$ 191.03	\$ -	\$ 191.03	\$ 191.05	\$ 4.00	2.14%

3 yard 1 x per Week	\$ 287.75	\$ 5.90	120	12.99	\$ 0.32	\$ 293.97	\$ -	\$ 293.97	\$ 293.95	\$ 6.20	2.15%
3 yard 2 X per Week	\$ 572.90	\$ 11.74	120	25.98	\$ 0.63	\$ 585.28	\$ -	\$ 585.28	\$ 585.30	\$ 12.40	2.16%
3 yard 3 X per Week	\$ 859.35	\$ 17.62	120	38.97	\$ 0.95	\$ 877.92	\$ -	\$ 877.92	\$ 877.90	\$ 18.55	2.16%
3 yard 4 X per Week	\$ 1,145.75	\$ 23.49	120	51.96	\$ 1.27	\$ 1,170.50	\$ -	\$ 1,170.50	\$ 1,170.50	\$ 24.75	2.16%
3 yard 5 X per Week	\$ 1,432.20	\$ 29.36	120	64.95	\$ 1.58	\$ 1,463.14	\$ -	\$ 1,463.14	\$ 1,463.15	\$ 30.95	2.16%
3 yard 6 X per Week	\$ 1,718.65	\$ 35.23	120	77.94	\$ 1.90	\$ 1,755.78	\$ -	\$ 1,755.78	\$ 1,755.80	\$ 37.15	2.16%
4 yard On-call	\$ 144.70	\$ 2.97	120	4.00	\$ 0.10	\$ 147.76	\$ -	\$ 147.76	\$ 147.75	\$ 3.05	2.11%
4 yard Monthly	\$ 149.00	\$ 3.05	120	4.00	\$ 0.10	\$ 152.15	\$ -	\$ 152.15	\$ 152.15	\$ 3.15	2.11%
4 yard EOW	\$ 242.85	\$ 4.98	120	8.00	\$ 0.19	\$ 248.02	\$ -	\$ 248.02	\$ 248.00	\$ 5.15	2.12%
4 yard 1 x per Week	\$ 377.70	\$ 7.74	120	17.32	\$ 0.42	\$ 385.86	\$ -	\$ 385.86	\$ 385.85	\$ 8.15	2.16%
4 yard 2 X per Week	\$ 636.00	\$ 13.04	120	34.64	\$ 0.84	\$ 649.88	\$ -	\$ 649.88	\$ 649.90	\$ 13.90	2.19%
4 yard 3 X per Week	\$ 1,116.35	\$ 22.89	120	51.96	\$ 1.27	\$ 1,140.50	\$ -	\$ 1,140.50	\$ 1,140.50	\$ 24.15	2.16%
4 yard 4 X per Week	\$ 1,488.50	\$ 30.51	120	69.28	\$ 1.69	\$ 1,520.70	\$ -	\$ 1,520.70	\$ 1,520.70	\$ 32.20	2.16%
4 yard 5 X per Week	\$ 1,860.55	\$ 38.14	120	86.60	\$ 2.11	\$ 1,900.80	\$ -	\$ 1,900.80	\$ 1,900.80	\$ 40.25	2.16%
4 yard 6 X per Week	\$ 2,232.70	\$ 45.77	120	103.92	\$ 2.53	\$ 2,281.00	\$ -	\$ 2,281.00	\$ 2,281.00	\$ 48.30	2.16%
6 yard On-call	\$ 199.00	\$ 4.08	120	6.00	\$ 0.15	\$ 203.23	\$ -	\$ 203.23	\$ 203.25	\$ 4.25	2.14%
6 yard Monthly	\$ 204.75	\$ 4.20	120	6.00	\$ 0.15	\$ 209.09	\$ -	\$ 209.09	\$ 209.10	\$ 4.35	2.12%
6 yard EOW	\$ 334.10	\$ 6.85	120	12.00	\$ 0.29	\$ 341.24	\$ -	\$ 341.24	\$ 341.25	\$ 7.15	2.14%
6 yard 1 x per Week	\$ 518.05	\$ 10.62	120	25.98	\$ 0.63	\$ 529.30	\$ -	\$ 529.30	\$ 529.30	\$ 11.25	2.17%
6 yard 2 X per Week	\$ 993.40	\$ 20.36	120	51.96	\$ 1.27	\$ 1,015.03	\$ -	\$ 1,015.03	\$ 1,015.05	\$ 21.65	2.18%
6 yard 3 X per Week	\$ 1,538.85	\$ 31.55	120	77.94	\$ 1.90	\$ 1,572.29	\$ -	\$ 1,572.29	\$ 1,572.30	\$ 33.45	2.17%
6 yard 4 X per Week	\$ 2,051.85	\$ 42.06	120	103.92	\$ 2.53	\$ 2,096.44	\$ -	\$ 2,096.44	\$ 2,096.45	\$ 44.60	2.17%
6 yard 5 X per Week	\$ 2,564.80	\$ 52.58	120	129.90	\$ 3.16	\$ 2,620.54	\$ -	\$ 2,620.54	\$ 2,620.55	\$ 55.75	2.17%
6 yard 6 X per Week	\$ 3,077.70	\$ 63.09	120	155.88	\$ 3.80	\$ 3,144.59	\$ -	\$ 3,144.59	\$ 3,144.60	\$ 66.90	2.17%
8 yard On-call	\$ 215.90	\$ 4.43	120	8.00	\$ 0.19	\$ 220.52	\$ -	\$ 220.52	\$ 220.50	\$ 4.60	2.13%
8 yard Monthly	\$ 222.15	\$ 4.55	120	8.00	\$ 0.19	\$ 226.90	\$ -	\$ 226.90	\$ 226.90	\$ 4.75	2.14%
8 yard EOW	\$ 363.25	\$ 7.45	120	16.00	\$ 0.39	\$ 371.09	\$ -	\$ 371.09	\$ 371.10	\$ 7.85	2.16%
8 yard 1 x per Week	\$ 560.45	\$ 11.49	120	34.64	\$ 0.84	\$ 572.78	\$ -	\$ 572.78	\$ 572.80	\$ 12.35	2.20%
8 yard 2 X per Week	\$ 1,120.95	\$ 22.98	120	69.28	\$ 1.69	\$ 1,145.62	\$ -	\$ 1,145.62	\$ 1,145.60	\$ 24.65	2.20%
8 yard 3 X per Week	\$ 1,681.35	\$ 34.47	120	103.92	\$ 2.53	\$ 1,718.35	\$ -	\$ 1,718.35	\$ 1,718.35	\$ 37.00	2.20%
8 yard 4 X per Week	\$ 2,241.85	\$ 45.96	120	138.56	\$ 3.37	\$ 2,291.18	\$ -	\$ 2,291.18	\$ 2,291.20	\$ 49.35	2.20%
8 yard 5 X per Week	\$ 2,802.35	\$ 57.45	120	173.20	\$ 4.22	\$ 2,864.02	\$ -	\$ 2,864.02	\$ 2,864.00	\$ 61.65	2.20%
8 yard 6 X per Week	\$ 3,362.75	\$ 68.94	120	207.84	\$ 5.06	\$ 3,436.75	\$ -	\$ 3,436.75	\$ 3,436.75	\$ 74.00	2.20%

Roll-Off	2018 Rate	2019 CPI Increase (2.05%)	Subtotal	License Fee Increase	Subtotal Increase & Lic. Fee	2019 Rate	Increase \$	Increase %
9-10 Yard	\$ 143.00	\$ 2.93	\$ 145.93	\$ -	\$ 145.93	\$ 145.90	\$ 2.90	2.03%
11-30 Yard	\$ 143.00	\$ 2.93	\$ 145.93	\$ -	\$ 145.93	\$ 145.90	\$ 2.90	2.03%
31-40 Yard	\$ 148.00	\$ 3.03	\$ 151.03	\$ -	\$ 151.03	\$ 151.00	\$ 3.00	2.03%
Relocation/Delivery	\$ 70.00	\$ 1.44	\$ 71.44	\$ -	\$ 71.44	\$ 71.40	\$ 1.40	2.00%
9-20 Yd. Box Rental (Daily)	\$ 10.00	\$ 0.21	\$ 10.21	\$ -	\$ 10.21	\$ 10.20	\$ 0.20	2.00%
21-40Yd. Box Rental (Daily)	\$ 14.00	\$ 0.29	\$ 14.29	\$ -	\$ 14.29	\$ 14.25	\$ 0.25	1.79%
Mileage, p/mile on disposal leg of haul if greater than 15 miles from pick-up site to disposal site	\$ 4.00	\$ 0.08	\$ 4.08	\$ 0.02	\$ 4.10	\$ 4.10	\$ 0.10	2.50%

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 5
Meeting Date: August 17, 2020
Department: Public Works

ITEM TITLE: Accept Water Management and Conservation Plan.

DISCUSSION/ISSUE:

In March 2010, the City completed its first Water Management and Conservation Plan (WMCP). According to Oregon Administrative Rules (OAR) we are required to establish 5-year benchmarks for implementing water management and conservation measures. Reports to Oregon Water Resources Department (OWRD) regarding our 5-year benchmarks were completed and submitted in 2015 to OWRD. Additionally, as condition of OWRD's final order approving the 2010 WMCP, the City needed to submit an updated plan in 2020.

As required under Oregon Administrative Rules (OAR) Chapter 690, Division 86, as adopted by OWRD in December 2018, the City allowed for an extended public comment period (no public comments except from our Planning Department – they found the WMCP to be in compliance with the current Comp Plan) as well as the state had an independent public comment period once it received the plan. The State received no public comment. After the public comment period expired, the State had 60 days to review the document and provide comments back to the City. The attached WMCP has been revised to address the State's comments.

The essence of a WMCP can be best described as to analyze water usage data to determine annual, monthly and daily values for water used within the City. From this data, the development of water use projections for our future water needs, including conservation measures and curtailment planning is completed. The work product includes developing procedures to meet the requirements of OAR Chapter 690, Division 86. WMCP's are the tools that water providers use to justify their need for water rights. In days gone by, water providers could simply request a new water right permit and develop that permit into a water right. Today, water providers must demonstrate the need prior to issuance or even extension of water permits.

There are five elements of our plan: water supplier plan elements (introduction), water supplier description, water conservation, curtailment plan, and the supply plan. Analysis shows that our projected maximum day demand will equal the actual well production and current firm plant capacity in the year 2040. Based on current trends, we anticipate that we will fully develop our existing groundwater rights by 2055.

Overall, the City water system maximum daily demand (MDD) ranged from 1.72 million gallons per day (mgd) to 1.99 mgd. Since 2014, the annual residential consumption decreased from 203.2 million gallons in 2015 to 184.1 million gallons in 2016 and remained relatively steady in 2017 and 2018 at 186.6 to 186.9 million gallons. Likewise the average daily demand decreased at a rate of 6.8 gallons per capita per day (gpcd) per year, from a high of 66.8 gpcd to 60.0 gpcd.

The City's peaking factor averaged 1.8 over five years, which is lower than some coastal communities, but within the expected range. For example, the City of Waldport had a five year average peaking factor of approximately 2.5. The Max Day Demands (MDDs) and Max Month Demands (MMDs) occurred in July and August, reflecting outdoor water use during the summer months and likely reflecting the impacts of seasonal tourism and seasonal residential use.

The WMCP also re-affirms our water curtailment plan, which is required under OAR 690-086-0160. The curtailment plan is a proactive tool to reduce water demand during supply shortages resulting from prolonged drought; or system failure from unanticipated events including catastrophic events, such as flooding, landslides, earthquakes and contamination; mechanical or electrical equipment failure; or events not under the control of the City, for example localized or area-wide power outages and intentional malevolent acts.

Our curtailment plan uses objective criteria that trigger actions that will ensure sufficient water to meet the water demands of the water supply system without jeopardizing the health, safety or welfare of the community. Our curtailment plan is as follows:

Stage 1: Water Shortage Alert – potential for drought and water shortages

Voluntary conservation measures

- Minimize landscape watering between 10 a.m. and 6 p.m., the period of highest water loss resulting from evaporation.
- Water landscapes on alternate days (even-numbered addresses water on even-numbered days and odd-numbered addresses on odd-numbered days).

Stage 2: Serious Water Shortage – City predicts continuation of hot, dry weather or the water demand is 81-90 percent of water supply capacity for three or more consecutive days as a result of a natural or human-caused event.

- Mandatory outdoor water conservation measures are implemented and additional non-essential water use is prohibited.

Stage 3: Severe Water Shortage – water demand is more than 90 percent of water supply capacity for three or more consecutive days.

- Outdoor watering prohibited; no water use to fill, refill or add to any indoor or outdoor swimming pools or hot tubs (except if one of the following conditions is

met: the pool is used for a neighborhood fire control supply, the pool has a recycling water system, the pool has an evaporative cover, or the pool's use is required by a medical doctor's prescription); no water use from hydrants for construction; and limitations on commercial water uses.

Stage 4: Critical Water Shortage – failure of a major system component or non-drought emergency conditions results in an immediate shortage of water.

A stage 4 emergency includes catastrophic failure of water transmission lines, failure of the water treatment plant, chemical spill or malevolent act on the system that would introduce a contaminant into the water system creating a system that is unsafe to drink. Backup plans for a stage 4 emergency include utilizing emergency intertie with Heceta Water Peoples Utility District (HWPUD) if available, renting water hauling truck(s), requesting assistance from the City of Portland Water Bureau through our ORWARN agreement for their portable water treatment plant, sending customers to pre-designated water distribution location(s) or supplying bottled water.

As demonstrated in our WMCP, the City is committed to sound management of the water resources within our basin for the good of the local community and the environment. As the City continues to grow and develop, water conservation will be utilized in combination with development of water supplies to meet the community's need.

FISCAL IMPACT:

OAR 690-086-0150(4)(a-f) requires that all water suppliers establish 5-year benchmarks for implementing water management and conservation measures. These include:

- Annual water audit
- System-wide metering
- Meter testing and maintenance
- Unit-based billing
- Water loss analysis
- Public Education

Some of the measures are already underway, some will need to be initiated or expanded. For instance, our annual City-wide water audit is completed annually, however we need to refine it to account for all of the water usages.

Regarding system wide metering, the City completed a major meter retrofit program and all of our meters are Automated Meter Read (AMR) technology. The meter testing and maintenance is a continuation of our existing programs.

Unit based billing is already in place. In fact we have an inclining block water rate structure to encourage water conservation. As with water loss analysis, our system since 2004 has been below 10-percent.

Other benchmark items include water conservation education and outreach, including printed materials, indoor conservation kits (faucet aerators, low flow shower heads, toilet leak detectors), outdoor conservation kits (lawn watering measuring cans, rain gauges, hose nozzles with variable spray, drought –resistant plant seeds), development of media appropriate for our community, enhanced webpage development and funding for workshops. Currently these costs are included in our biennium budget requests and the program is fully funded.

RELEVANCE TO ADOPTED COUNCIL GOALS:

- City Service Delivery – providing economies of scale by the delivery of cost effective and efficient services.
- Livability & Quality of Life – conservation of one of our most precious natural resources, water, provides us the opportunity for innovation and sustainability which helps to provide for a high quality of livability and life for our citizens.
- Communication & Trust – strengthening citizen trust by providing cost effective, efficient and dependable supplies of water for now and into the future.
- Financial & Organizational Sustainability – leveraging limited resources to provide cost effective solutions to water use and conservation.

ALTERNATIVES:

1. Accept the WMCP.
2. Do not accept the WMCP.

RECOMMENDATION:

Staff recommends that the City Council accept the WMCP as prepared by GSI Water Solutions, Inc.

AIIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments:

Megan Messmer

ITEMS ATTACHED: Final WMCP dated August 2020

Water Management and Conservation Plan

City of Florence, Oregon



August 2020

Prepared by:

GSI Water Solutions, Inc.
1600 SW Western Boulevard, Suite 240
Corvallis, OR 97333
541.753.0745
www.gsiws.com



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Figure 2-1. Water System Map

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A. Letters to Affected Local Governments

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1. Municipal Water Supplier Plan Elements

This section satisfies the requirements of OAR 690-086-0125.

This rule requires a list of affected local governments to whom the plan was made available, and a proposed date for submittal of an updated plan.

1.1 Overview

OAR 690-086-0125

The City of Florence (City) is located in Lane County along Highway 101 and the north bank of the Siuslaw River on the central Oregon coast. As of 2018, the City provided water to a population of approximately 8,521 persons and served over 4,000 customer accounts. The City's residential customers make up 84 percent of all customer accounts, and some of these residential customers are seasonal. Tourism is a major economic driver for the area, which peaks in the summer and when the City hosts major events.

This Water Management and Conservation Plan (WMCP) describes water management, conservation, and curtailment measures that will help the City wisely manage its water resources. The WMCP has been developed to meet all the WMCP elements required by the Oregon Water Resources Department (OWRD) and to guide the City's management of its precious water supply.

1.2 Plan Requirement

The City is submitting this WMCP to meet a condition of OWRD's final order approving the City's previous WMCP. The Final Order requires the City to submit an updated plan within 10 years and no later than April 9, 2020.

1.3 Plan Organization

This WMCP fulfills the requirements of Oregon Administrative Rule (OAR) Chapter 690, Division 86 as adopted by the Oregon Water Commission in December 2018. The WMCP is organized according to the major sections of the Division 86 rules, as follows:

Section	Requirement
Section 1 – Water Supplier Plan Elements	OAR 690-086-0125
Section 2 – Water Supplier Description	OAR 690-086-0140
Section 3 – Water Conservation	OAR 690-086-0150
Section 4 – Curtailment	OAR 690-086-0160
Section 5 – Water Supply	OAR 690-086-0170

1.4 Affected Local Governments

The following entities are defined as an “affected local government” per OAR 690-005-0015:

- Lane County
- City of Florence

Thirty days before submitting this WMCP to OWRD, the draft plan was made available for review to the affected local governments listed above along with a request for comment related to consistency with the local governments’ comprehensive land use plan. The letters requesting comments are included in Appendix A. The City also sent Heceta Water People’s Utility District (HWPUD) and the Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians (CTCLUSI) copies of this WMCP as a courtesy. These two entities are not “affected local governments” as defined by the rule cited above.

1.5 Plan Update Schedule

The City plans to submit an update of this WMCP within 10 years of receiving the final order approving the WMCP. As required by OAR Chapter 690, Division 86, a progress report will be submitted within 5 years of receiving a final order approving this WMCP.

2. Municipal Water Supplier Description

This section satisfies the requirements of OAR 690-086-0140.

2.1 Sources of Supply

OAR 690-086-0140(1)

The City's main source of water is groundwater as evidenced by three groundwater rights totaling 5.89 cfs (3.8 mgd). The City has 13 wells, all of which are completed in dunal sand deposits within the Munsel Creek basin. The City also holds a water right for the use of surface water from Munsel Creek, but the City does not currently use this source of supply. The City has three above-ground, in-line distribution system reservoirs in use.

2.2 Interconnections with Other Systems

OAR 690-086-0140(7)

The City has one metered interconnection with HWPUD, which is located in the northwest corner of the City's service area along Rhododendron Drive, just north of Lighthouse Way, where water flows through an 8-inch-diameter pipe in one direction from HWPUD to the City. A second non-metered emergency intertie with HWPUD is located at Highway 101 and Munsel Lake Road where water flows bi-directionally through a 10-inch-diameter pipe between HWPUD and the City.

The City also has a uni-directional interconnection with the CTCLUSI located at the eastern terminus of Regal Drive; water flows through an 3-inch water meter at this location to CTCLUSI.

2.3 Intergovernmental Agreements

OAR 690-086-0140(1)

The City holds three intergovernmental Agreements (IGA) with two local water providers. In 1997, the City, Lane County (County), and HWPUD entered an intergovernmental agreement (IGA) regarding cooperative planning for public water services. The purpose of the 1997 IGA was improved planning coordination and efficient provision of necessary public water services for residents and businesses in the Florence area. The 1997 IGA included provisions for mutual exchange of information, development of an Urban Services Agreement, notice to HWPUD of land use actions being considered by the City and/or County, and notice to the County and City of new long-range or capital improvement plans or amendments considered by HWPUD.

In 2003, the City and HWPUD signed an IGA for the Sale of Surplus Water to Out-of-District Customers for Municipal Use. This IGA allows the City to purchase surplus water from HWPUD.

In 2014, the City entered into an IGA with CTCLUSI for the provision of surplus water. Under the agreement, the City agrees to furnish and sell surplus water in the amount of 50,000 to 60,000 gallons per day up to a maximum amount of 100,000 gallons per day. The water is delivered from the City's system to CTCLUSI system at the eastern terminus of Regal Drive through a 3-inch metered connection. The 2014 IGA was for an initial two years. In 2016, the City renewed the IGA with CTCLUSI for continued provision of surplus water on a rolling 2-year term.

2.4 Service Area Description and Population

OAR 690-086-0140(2)

The current service area, shown in Figure 2-1, consists of an area within the City limits and two residential accounts outside the City limits, but within the UGB. Several small areas within the City limits are currently served by HWPUD. Water customers outside the City limits, but within the UGB, are served by HWPUD.

In 2018, the City provided water to a service population of approximately 8,521. To calculate this estimate, the City used a land-based approach. Specifically, the City calculated the number of people per acre for the entire city based on the acreage within city limits and an estimate of the City's 2018 population published by Portland State University's (PSU) Population Research Center of 8,795. Using the calculated population density of approximately 2.6 persons per acre, the City multiplied this value by the City's current service area, then increased this population by five persons (estimated 2.5 persons per residence) to account for the additional two residences located outside of City limits for a total service area population of 8,521.¹

2.5 Terminology

Demand refers to total water produced from treatment at the City's water treatment plant (WTP). Demand consists of the sum of metered consumption (residential, commercial, industrial, and municipal), unmetered uses (for example, fire-fighting or hydrant flushing), and water lost to leakage, reservoir overflow, and other factors.

Metered consumption refers to the metered water use within the distribution system.

Connection refers to a metered connection of a customer to the distribution system.

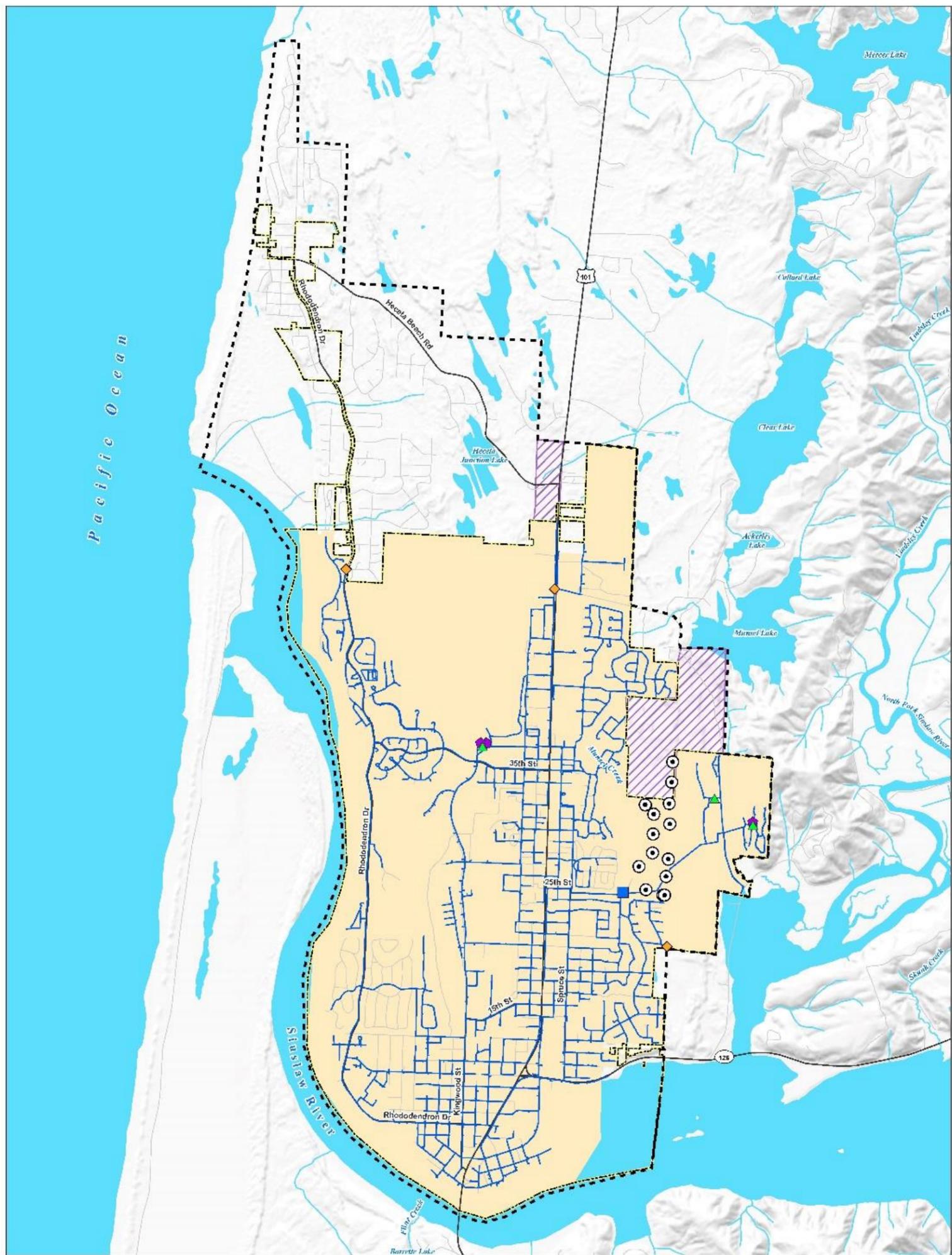
Water loss refers to the difference between production and billed consumption, less authorized, unmetered uses. Measures of water loss includes real and apparent losses. Real losses include water lost to reservoir overflow and leakage. Apparent losses include meter inaccuracies (both production and customer), and data handling errors, for example.

Specific demand terms include:

¹ Approximately 320 acres of undeveloped land is within the City's service area—this acreage was removed during the calculation of population so as not to overestimate the City's service area population.

- Average day demand (ADD): total annual demand divided by 365 days.
- Maximum day demand (MDD): the highest daily demand during a calendar year.
- Maximum monthly demand (MMD): the demand measured during the calendar month with the highest total demand.
- Monthly demand: Monthly demand is expressed either as a total volume produced per month or as an average daily demand per month by dividing the monthly volume by the number of days in the month.
- Peaking factor: a ratio of one demand to another. The most common peaking factor and the peaking factor used in this WMCP is MDD to ADD.
- MDD is an important value for water system planning. The City's supply facilities and water rights must be capable of meeting MDD. If MDD exceeds the City's supply capacity on any given day, finished water storage levels will be reduced.

Figure 2-1. Water System Map

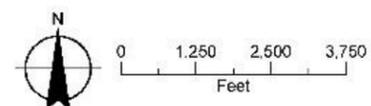


- LEGEND**
- Well
 - Water Treatment Plant
 - Water Pump
 - Drinking Water Storage
 - Intertie
 - Water Main
 - Water Service Area
 - Future Service Area
 - Urban Growth Boundary
 - City Limits
 - Major Road
 - Road

FIGURE 2-1
WMCP
Florence, Oregon

Date: March 3, 2020
Data Sources: USGS, ESRI, City of Florence

Document Path: Y:\1160_City_Florence\Source_Figures\000_WMCP_Update\Figure2_1_WMCP.mxd



2.6 Demand

OAR 690-086-0140(4) and (9)

2.6.1 Annual Demand

Exhibit 2-1 summarizes the City's average day, maximum day, and maximum month demand data for the period 2014 through 2018. The City did not purchase water from another water provider during this period.

Exhibit 2-1. Annual Demands, 2014-2018

	Annual Demand (MG)	ADD (mgd)	MDD (mgd)	Peaking Factor	MMD (mgd)	Month of MMD
2014	359.4	1.0	1.7	1.7	46.7	August
2015	391.2	1.1	1.9	1.8	51.8	July
2016	378.9	1.0	1.8	1.8	49.0	August
2017	371.8	1.0	2.0	2.0	50.9	August
2018	410.9	1.1	1.9	1.7	53.6	July
Average	382.4	1.0	1.9	1.8	50.4	-
Maximum	-	1.1	2.0	2.0	53.6	-

As shown in Exhibits 2-1 and 2-2, four of the five years of demand were below 400 MG, whereas 2018 represented the highest demand recorded during this period. The City attributes its 2018 demand to higher outdoor demand during peak season due to weather. The City's peaking factor averaged 1.8 over five years, which is lower than some coastal communities, but within the expected range. For example, the City of Waldport had a five year average peaking factor of approximately 2.5. The MDDs and MMDs occurred in July and August, reflecting outdoor water use during the summer months and likely reflecting the impacts of seasonal tourism and seasonal residential use.

Exhibit 2-2. Annual System Demands (MG), 2014-2018

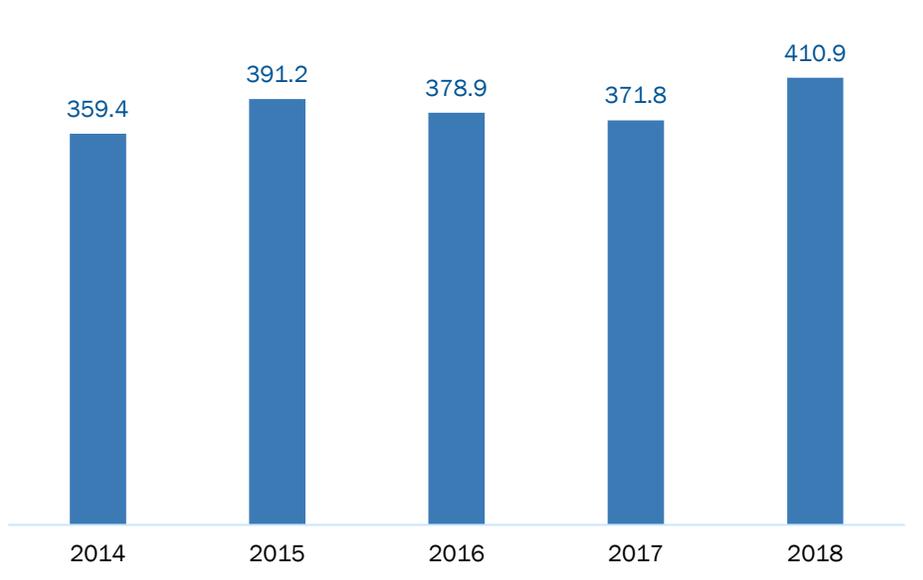


Exhibit 2-3 presents per capita system demands calculated by dividing system demand by the service area population.

Exhibit 2-3. Annual Per Capita Demands, 2014-2018

	Est. City Population ¹	Est. Service Area Pop	ADD	Per Capita ADD (gpcd)	MDD	Per Capita MDD (gpcd)
2014	8,565	8,286	0.98	118.8	1.72	207.0
2015	8,620	8,344	1.07	128.5	1.90	227.2
2016	8,680	8,403	1.04	123.5	1.84	219.5
2017	8,745	8,462	1.02	120.4	1.99	234.8
2018	8,795	8,521	1.13	132.1	1.87	219.5

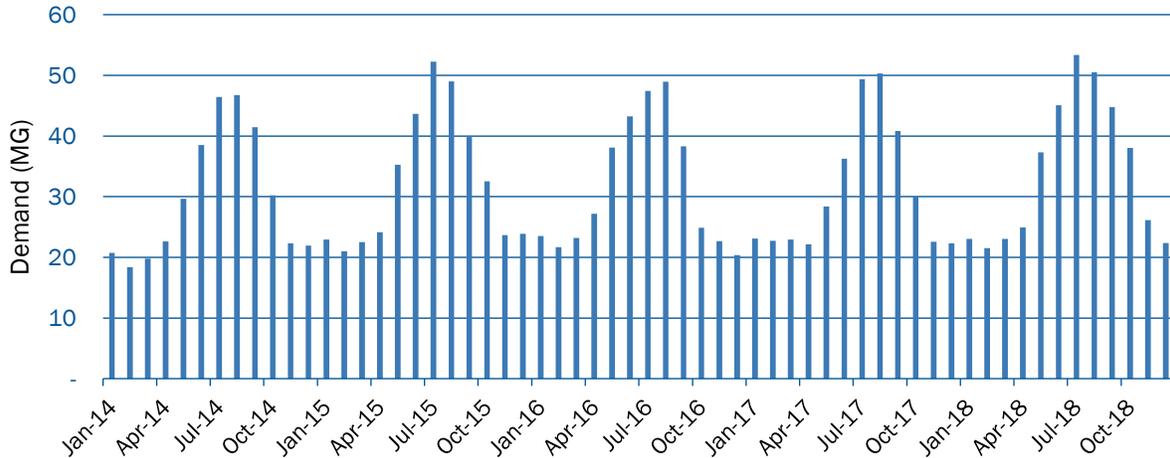
¹ The City’s annual populations were obtained from annual estimates published by PSU’s Population Research Center.

Per capita demand using ADD ranged from 118.8 gpcd to 132.1 gpcd and, using MDD, ranged from 207.0 to 234.8.

2.6.2 Monthly and Seasonal Demands

Exhibit 2-4 shows the City’s monthly demand and the seasonal demand pattern from January 2014 to December 2018. The City designated the summer period as June through September, representing the season of highest demand. Demand is lowest during the winter season, defined as November through February.

Exhibit 2-4. Monthly Demands



The City’s higher demand during the summer months is attributable to outdoor water use primarily. Generally, the individual or combined effects of the following weather-related factors will increase outdoor use of water, such as irrigation by customers.

- Maximum temperatures
- Several consecutive days at high temperatures
- Low precipitation levels
- Extended consecutive days without precipitation

In addition to weather, demand is also impacted by tourism and seasonal residents.

2.7 Consumption

OAR 690-086-0140(6)

Consumption data from billing records are used to analyze and describe the ways in which water is used by customers. All customers served by the City have water meters.

2.7.1 Customer Categories

The City has six customer categories: Residential, Multifamily, Commercial, Irrigation, City, and Hydrant Meter. The Residential category includes single-family residences and duplexes. The Multi-family category includes multi-family buildings with three or more units. Irrigation accounts are accounts that are not associated with a sewer account and are used solely for purposes of irrigation, and City accounts are used for public buildings and irrigation of public parks and landscaping. The Hydrant Meter category includes water use by contractors and others at City hydrants. Water use at hydrants is measured by a mobile meter rented to these

users by the City. This category also includes water use by the City, contractors, bulk water for domestic use, and Fire Department at the City’s metered bulk water station located at the City’s public works facility, located at 2675 Kingwood Street, which was installed in 2018. Examples of uses of water from the bulk water station include street cleaning, sewer line cleaning, hydro-excavation, people trucking water for domestic use, and filling of Fire Department and construction tanker trucks. The Commercial category refers to water consumed by businesses, institutions, industry, water sold to the CTCLUSI, and the consumption of other users not captured in the other customer categories.

Exhibit 2-6 provides the number of accounts per category as of December 2018.

Exhibit 2-6. Customer Categories and Number of Accounts, December 2018

Customer Category	Count	Percent of All Accounts
Commercial	434	10.7%
Hydrant Meter	7	0.2%
Irrigation	156	3.8%
Multi-family	42	1.0%
Municipal	22	0.5%
Residential	3,396	83.7%
Total	4,057	100%

2.7.2 Annual Consumption

Exhibit 2-7 summarizes annual consumption data by customer category from 2006 through 2018. Data for 2006 through 2008 was obtained from the City’s 2010 WMCP and data from 2009 through 2014 was obtained from the City’s WMCP Progress Report. As shown in Exhibit 2-7, the Residential category historically has consumed the most water annually. Therefore, the City is very interested in the water consumption trend of this category for planning purposes. The Residential category shows an overall decrease in residential consumption during the 13-year period, with a significant decrease occurring in 2016 that was sustained in the following two years. The City attributes this trend to its water conservation efforts, tightening federal water efficiency standards for water-using fixtures and appliances over this time, wetter than normal summers in 2016 and 2017, and two increases in water rates totaling over 12 percent in 2016 and 2017.

The Multi-family category remained relatively stable from 2009—the year the City began reporting consumption of the Multi-family and Commercial categories separately—through 2018, fluctuating from a low of 31.7 MG in 2012 to a high of 51.5 in 2009. The Commercial category shows a large decrease in 2009 when the City uncoupled Multi-family accounts from Commercial accounts, giving Multi-family its own category and allowing the City to track Multi-family consumption separately. Since then, Commercial consumption has trended slightly upward and the Multi-family category has remained relatively stable. The Irrigation category

dropped from a high of 51 MG in 2006 to a low of 26.9 MG in 2011 and consumption remained in the high 20s to mid-30s thereafter except for 2018, when consumption increased to the highs observed in 2006 and 2007. This City category increased over the 13-year period, with an average of 7.2 from 2014 to 2018 compared to an average 13-year period of 4.6 MG. The City attributes the recent increases in the City category to recording water usage at the municipal wastewater treatment plant (WWTP) and irrigation usage at City parks. These connections have always been metered, however the meter reads were not recorded since the meter reads were not tied to an invoice. Overall, the annual average water volume for 2014-2019 of 362.5 MG for all classes is similar to the 13-year average of 359.0 MG.

Exhibit 2-7. Annual Metered Consumption by Customer Category (MG)

	Residential	Multi-family	Commercial	Irrigation	City	Hydrant Meter	Annual Total
2006	227.0	-	136.0	51.0	2.0	-	416.0
2007	208.0	-	114.0	47.0	2.0	-	371.0
2008	205.0	-	112.0	35.0	2.0	-	354.0
2009	222.7	51.5	68.4	36.8	2.5	-	381.9
2010	205.6	38.1	66.4	28.2	1.9	-	340.1
2011	197.8	35.1	69.1	26.9	1.6	-	330.5
2012	193.8	31.7	69.2	27.7	5.3	-	327.8
2013	195.5	33.1	70.6	27.4	7.2	-	333.8
2014	202.0	33.8	73.4	28.6	7.0	0.1	345.0
2015	203.2	41.5	86.0	33.7	7.1	0.4	371.9
2016	184.1	51.3	82.3	35.9	7.4	0.4	361.3
2017	186.6	48.3	83.2	32.2	7.0	1.0	358.3
2018	186.9	43.8	88.7	48.8	7.4	0.4	375.9
2014-2018 Avg.	192.6	43.7	82.7	35.8	7.2	0.5	362.5
2006-2018 Avg.	201.4	-	86.1	35.3	4.6	-	359.0

Exhibit 2-8 depicts water consumption volumes by customer category from Exhibit 2-7.

Exhibit 2-8. Consumption by Customer Category, 2006-2018

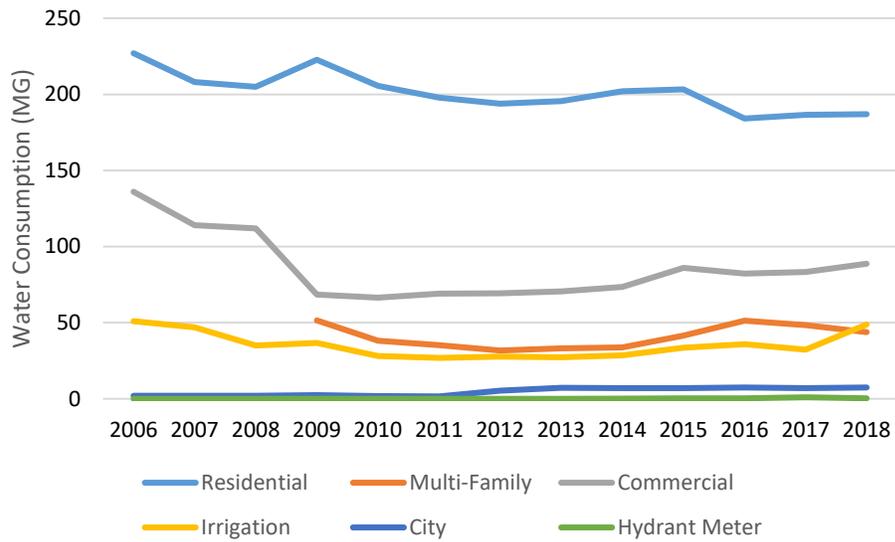
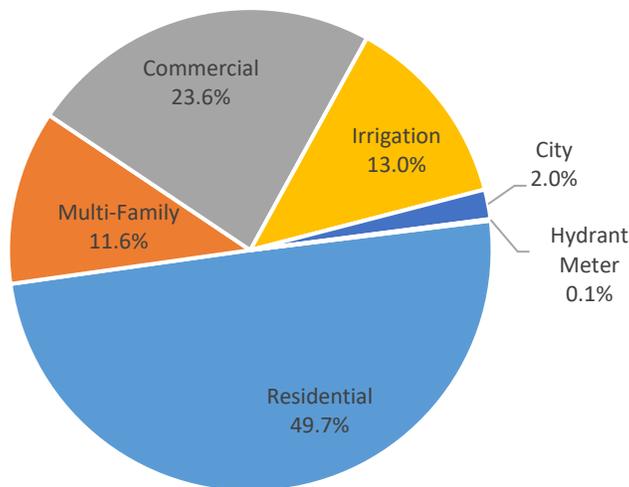


Exhibit 2-9 presents a pie chart showing the percentage of water used by each customer category in 2018. In 2018, the Residential category accounted for nearly 50 percent of total metered water use. The Commercial category accounted for the next highest percentage of use, over 23 percent. Irrigation consumption accounted for approximately 13 percent of total metered use, City use accounted for 2 percent of annual metered water use and Hydrant consumption was less than 1 percent.

Exhibit 2-9. Percentage of Annual Water Use by Customer Category, 2018



2.7.3 Top Water Users

Exhibit 2-10 presents the largest 10 individual water accounts for 2018. These accounts represented approximately 4.4 percent of all metered consumption in 2018. The highest water-using account is the City’s irrigation account which captures irrigation volumes at city facilities, such as parks. The next account is a multi-family account followed by a commercial account. The commercial account represents the volume of water purchased by CTCLUSI in 2018. CTCLUSI’s volume translates into approximately 4,700 gpd, which is less than the 100,000 gpd allowed under the City-CTCLUSI IGA.

Exhibit 2-10: Top 10 Water Users by Customer Category, 2018.

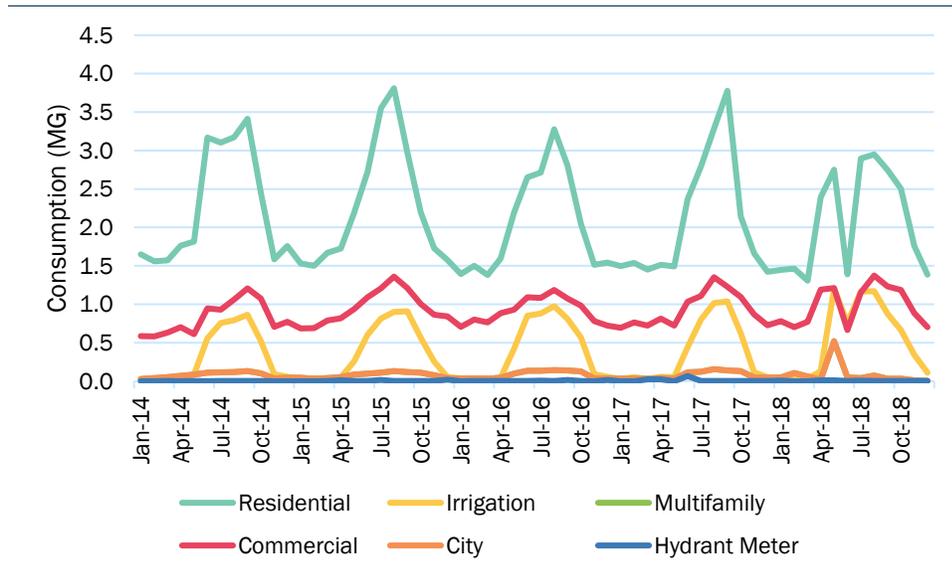
Customer Category	Total Usage (gal.)	Percent of Total
Irrigation (Municipal)	11,453,820	57.3%
Multi-family	1,846,220	9.2%
Commercial (CTCLUSI)	1,722,590	8.6%
Multi-family	1,540,000	7.7%
Irrigation (Commercial)	771,100	3.9%
Multi-family	744,438	3.7%
Municipal	511,567	2.6%
Commercial	506,705	2.5%
Irrigation	481,100	2.4%
Commercial	420,754	2.1%
Total	19,998,294	100.0%

2.7.4 Monthly and Seasonal Consumption

Exhibit 2-11 shows monthly metered consumption by customer category from 2014-2018. As shown, metered consumption for all categories increased during the summer months, defined for this WMCP as June through September. The large increases in Residential use during this period is attributed to a combination of outdoor water use, such as irrigation, and to a lesser degree a seasonal resident population and tourism. November through February represents the period during which little outdoor use occurs.

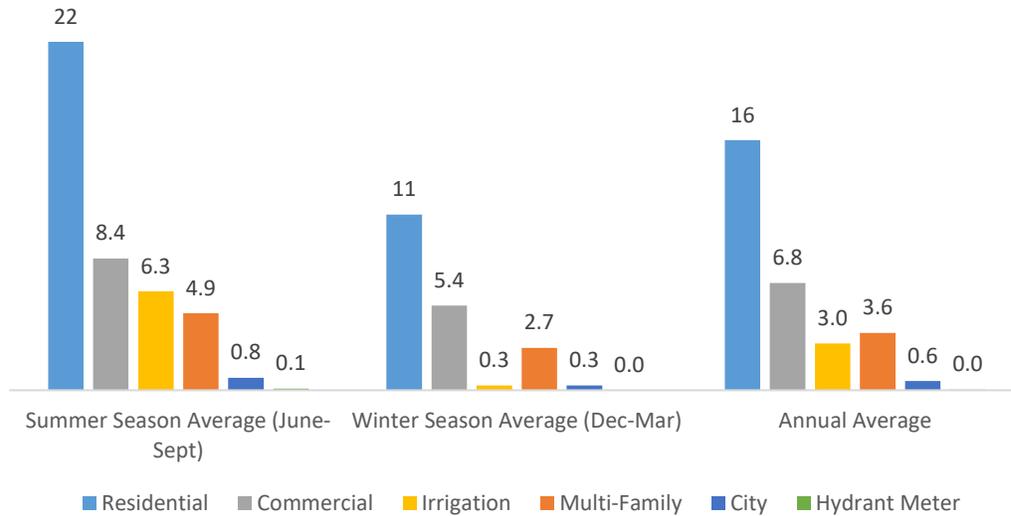
Note that in June 2018, all customer categories show unusual decrease in consumption, with a recovery the following month. This occurrence is due to the process associated with integrating Automatic Meter Read (AMR) data into the Utility Billing system for the first time. For example, the initial transfer of read information into the billing database translated into some long monthly reads (45 days) and an accompanying short monthly period (15-20 days).

Exhibit 2-11. Average Monthly Metered Consumption by Customer Category, 2014-2018



Seasonal trends are further illustrated in Exhibit 2-12, which shows the average seasonal consumption for each of the City’s six customer categories for the previous five years, and for comparison, the annual average consumption by customer category during the same five-year period. Monthly consumption for the Hydrant Meter category is relatively small in comparison to other customer categories, accounting for approximately one tenth of one percent of total metered consumption in 2018 as noted in Exhibit 2-9. Commercial and Multi-family customers’ use increases during the summer months by factors of approximately 1.5 compared to the winter months. The consumption by the Irrigation customer category showed an increase from the winter months as expected, but it also showed winter season use. The City attributes consumption in the Irrigation category during the winter to irrigation system leaks and meter reading errors. Summer Residential consumption approximately doubled in comparison to winter consumption. A summer season to winter season ratio of approximately two to one is typical of many communities in western Oregon for the Residential category. For example, the nearby coastal community of Waldport had a peaking factor of 2.3 in 2018.

Exhibit 2-12. 5-Year Average Customer Category Monthly Consumption by Season (MG), 2014-2018



2.7.5 Residential Per Capita Consumption

Annual single-family residential per capita demands were estimated based on the service area population for 2014 to 2018 and on metered consumption for this customer category for this same time period. These are presented in Exhibit 2-13. A growth factor of 0.7 percent was used to estimate the service area population from 2014 through 2017. The method to calculate population for the year 2018 was previously described.

Exhibit 2-13. Residential Per Capita Consumption, 2014-2018

	Estimated Service Area Population	Annual Residential Consumption (MG)	Per Capita Consumption (gal)
2014	8,285	202.0	66.8
2015	8,343	203.2	66.7
2016	8,402	184.1	60.0
2017	8,461	186.6	60.4
2018	8,521	186.9	60.1

Residential per capita consumption ranged from 60 gallons per capita per day (gpcd) to 67 gpcd. As both annual consumption by residential customers and the population of the customers served by the City have remained relatively stable, except for the decrease in consumption from 2015 to 2016, and so too have per capita consumption volumes. These per capita rates fall within the range of other coastal communities. For example, the per capita residential consumption for the City of Cannon Beach averaged 98 gpcd from 2015 to 2017, whereas the City of Waldport’s residential per capita rate was 60 gpcd for the 2010-11 fiscal year based on data obtained from those cities’ WMCPs.

2.8 Water Loss

OAR 690-086-0140(9)

Exhibit 2-14 graphically displays the City’s estimated annual water losses for 2014 through 2018. The causes of water loss may include apparent losses, such as meter inaccuracies or utility billing errors, or real losses, such as leakage. The City attributes its water loss to both types of water losses.

To calculate water loss, the City estimated volumes consumed during unmetered, authorized activities, including system flushing, usage by the fire department and at the WTP, and reservoir cleaning. These volumes are shown in Exhibit 2-14.

Exhibit 2-14. Water Loss

	Demand (MG)	Metered Customer Consumption (MG)	Other Authorized Consumption (MG)					Water Loss (MG)	Water Loss (% of Demand)
			System Flushing	Fire Dept. Usage	Reservoir Cleaning	Other ¹	Total		
2014	359.4	345.0	N/A	0.1	N/A	0.6	0.7	13.8	3.8%
2015	391.2	371.9	N/A	0.2	N/A	0.6	0.7	18.6	4.7%
2016	378.9	361.3	N/A	0.2	N/A	0.6	0.7	16.9	4.4%
2017	371.8	358.3	N/A	0.1	N/A	0.6	0.7	12.8	3.5%
2018	410.9	375.9	0.5	2.0	1.8	0.6	4.8	30.1	7.3%
Average	382.4	362.5	-	-	-	-	-	18.4	4.8%

N/A = Data not available.

¹ Other includes WTP Clarity Sample Tap and auto-flusher installed in new subdivision.

The City’s annual water loss has been below the OWRD goal for municipal systems of 10 percent every year of the last five years, averaging 4.8 percent over this period.

2.9 Water Rights

OAR 690-086-0140(5)

The City holds three groundwater rights for the use of up to a total of 5.89 cfs (3.8 mgd) and one surface water right for the use of up to 0.8 cfs (0.5 mgd). Exhibit 2-15 provides detailed information about each of the City’s water rights.

2.9.1 Groundwater

The City’s three groundwater rights authorize appropriation of up to 5.89 cfs (3.8 mgd) total and are evidenced by Certificate 81398, Certificate 87428, and Permit G-16885.

Certificate 81398 has a priority date of September 16, 1965, and authorizes the use of up to 2.0 cfs (1.3 mgd) of groundwater from Wells 1 through 7 for municipal use. Certificate 87428 has a priority date of July 1, 1976, and authorizes the use of up to 0.89 cfs (0.57 mgd) of groundwater from Wells 1 through 7 for municipal use.

Permit G-16885 has a priority date of February 5, 2001, and authorizes the use of up to 3.0 cfs (1.9 mgd) of groundwater from Wells 8 through 13 for municipal use. This superseding permit was issued after Permit Amendment T-11282 added an additional point of appropriation (Well 13) to Permit G-15056. This permit also describes the extended time limit for development of this permit, which is October 1, 2025. The City submitted a Claim of Beneficial Use (COBU) to OWRD demonstrating partial perfection of Permit G-16885 and requesting a certificate for a 2.4 cfs portion of the 3.0 cfs total authorized rate of diversion; this request is pending. Permit G-16885 contains conditions for mitigating impacts to surface water, which require delivery of water to the wetlands adjacent to Munsel Creek during the last two weeks of October and diversion of clarified backwash from the City's WTP to the wetlands anytime the permit is being exercised.

2.9.2 Surface Water

The City holds Certificate 32115 that authorizes diversion of up to 0.8 cfs from Munsel Creek for municipal use. This right is currently not used by the City to meet its demands, but the City continues to hold this right in reserve for future use.

Exhibit 2-15. Water Rights Table

App.	Permit	Certificate	Transfer or Permit Amendment	Source	Priority Date	Deadline for Completion Date	Type of Beneficial Use	Maximum Instantaneous Rate Allowed	Maximum Annual Quantity of Water Allowed (MG)	Maximum Instantaneous Rate Diverted to Date	Average Monthly/Daily Diversions for Previous Year (MG)	Average Monthly/Daily Diversions for Previous 5 Years (MG)	Streamflow-dependent Species listed by State or Federal Agency as Sensitive, Threatened, or Endangered that are Present in the Source	Listed Water Quality Limitations and Parameters	Source in Critical Groundwater Area?
G-3234	G-3040	81398	-	Groundwater Wells 1-7	9-16-1965	-	Municipal	2.00 cfs	N/A	2.00 cfs	22.4/0.06	19.7/0.01	N/A	N/A	No
G-7319	G-6864	87428	T-9301	Groundwater Wells 1-7	7-1-1976	-	Municipal	0.89 cfs	N/A	0.89 cfs			N/A	N/A	No
G-15295	G-16885 ¹ G-15056	-	T-11282 (Permit Amend.)	Groundwater Wells 8-13	2-5-2001	10-1-2025	Municipal	3.00 cfs	N/A	2.40 cfs	13.6/0.04	13.4/0.01	N/A	N/A	No
S-23345	S-24525	32115	-	Munsel Cr.	8-6-1948	-	Municipal	0.80 cfs	N/A	0.80 cfs	0	0	See Section 2-11 of the WMCP	None	N/A

¹A partial perfection of G-16885 is pending for 2.4 cfs.

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2.10 Aquatic Resource Concerns

OAR 690-086-0140(5)(i)

The City's water supply is from groundwater sourced from a dunal sand aquifer. This aquifer is not in an OWRD-designated Critical Groundwater Area or Groundwater Limited Area. However, the wells are located within a Sole Source Aquifer area designated by the Environmental Protection Agency (EPA) in 1987. This designation allows the EPA to review some types of development to help protect the aquifer from contamination.

The City holds a water right to divert water from Munsel Creek, though the City is not currently using this right. The City's diversion point on Munsel Creek is less than a mile upstream of the confluence of Munsel Creek and the Siuslaw River. The mouth of Munsel Creek enters the Siuslaw River at approximately river mile 5.5. Munsel Creek is not on the Oregon Department of Environmental Quality's (DEQ) 303(d) list as water quality limited for any parameters. Exhibit 2-16 shows the listed fish species that may occur downstream of the diversion point on Munsel Creek and in the Siuslaw River.

Exhibit 2-16. Potential Listed Fish Species Downstream of Munsel Creek Diversion Point

Species	Location	Status
Federal Listing		
Coho salmon (<i>O. kisutch</i>)	Oregon Coast	Threatened
Eulachon (<i>T. pacificus</i>)	Range-wide	Threatened
State Listings		
Chinook Salmon-Spring (<i>O. tshawytscha</i>)	Coastal SMU/ESU	Sensitive
Steelhead-Summer (<i>O. mykiss</i>)/Coastal Rainbow Trout (<i>O. irideus</i>)	Coastal SMU/Oregon Coast ESU	Sensitive
Western brook lamprey (<i>L. richardsoni</i>)	Range-wide	Sensitive
Pacific lamprey (<i>E. tridentate</i>)	Range-wide	Sensitive
Western River Lamprey (<i>L. ayresii</i>)	Range-wide	Sensitive
Chum Salmon	Coastal SMU/Pacific Coast ESU	Sensitive-Critical
Coho salmon (<i>O. kisutch</i>)	Coastal Coho Salmon SMU/Oregon Coast ESU	Sensitive
Millicoma Dace (<i>R. cataractae</i>)	Range-wide	Sensitive
Umpqua Chub (<i>O. kalawatseti</i>)	Range-wide	Sensitive-Critical

Sources:

- https://www.westcoast.fisheries.noaa.gov/protected_species/salmon_steelhead/salmon_and_steelhead_listings/salmon_and_steelhead_listings.html.
- https://www.fisheries.noaa.gov/species-directory/threatened-endangered?species_title=&field_species_categories_vocab_target_id=100000031&field_species_status_value=All&field_region_vocab_target_id=1000001126
- https://www.dfw.state.or.us/wildlife/diversity/species/docs/Sensitive_Species_List.pdf

2.11 Evaluation of Water Rights/Supply

OAR 690-086-0140(3)

2.11.1 Groundwater Rights

The City holds groundwater rights that authorize the use of up to 5.89 cfs (3.8 mgd), appropriated from dunal sand deposits. These deposits have a relatively high effective porosity and permeability that creates an aquifer with a high capacity to store and transmit groundwater. Historically, the characteristics of the sand deposits coupled with the high annual recharge rates from rainfall along the Oregon Coast created a productive and reliable municipal water supply. However, the aquifer also is shallow and unconfined and has been affected over time by changes in precipitation rates.² For example, multiple years of low precipitation may correlate with reduced productivity of the City's wells. Although the aquifer is sensitive to annual precipitation volumes, the City's groundwater supply has reliably met City demands to date and the City expects this supply source to continue to be reliable over the next 20 years.

The City's 13 wells draw groundwater from the North Florence Sole Source Dunal Aquifer, designated as a "sole source" aquifer by the EPA in 1987 under Section 1424(e) of the Safe Drinking Water Act of 1974. The aquifer continues to be the only "sole source" aquifer in the State of Oregon. The EPA defines a sole source aquifer as an underground water source that supplies at least 50 percent of the drinking water consumed in the area overlying the aquifer. These areas have no alternative drinking water source(s) that could physically, legally and economically supply all those who depend upon the aquifer for drinking water. All streams, creeks, lakes and wetlands (surface waters) in the aquifer boundary are "hydrologically connected" with the groundwater system. This designation does not impact how the City is able to utilize its groundwater, but allows more stringent regulation of developments within the aquifer that receive federal financial assistance in order to protect the aquifer from contamination.

Infrastructure limitations currently constrain the City's ability to fully utilize the water supply under its groundwater rights. First, the production capacity of the City's wells is currently lower than the designed capacity of the wells due to frequent mineral build-up on the well screens. As a result, the City's reliable pumping rate for all wells combined is 1,950 gpm (2.8 mgd). This production capacity is insufficient to produce the authorized combined rate of appropriation under all the City's groundwater rights, which is 5.89 cfs (3.8 mgd). Given this current production capacity limitation, the City has a program to maintain or improve water production at its existing wells, which includes hydropulsing the wells and other well rehabilitation measures. In addition, the City is considering the construction of a new well within the City's wellfield as a means to increase raw water production capacity.

Second, the City's WTP does not currently meet its designed capacity. The WTP is currently designed for 3 mgd, which is attained by running the WTP for 24 hours. However, daily backwashing of the

² Drinking Water Protection Plan for the City of Florence, Oregon Department of Human Services Drinking Water Program (December 2003).

WTP's filters takes the plant offline, a process that reduces the time in which the WTP can treat raw water. A WTP upgrade would be needed to increase the firm capacity of the WTP to 3 mgd, which the City is considering.

2.11.2 Surface Water Right

The City currently does not divert water from Munsel Creek under Certificate 32115, the City's only surface water right. In order to divert this water, the WTP must be upgraded to treat surface water to water quality standards. Given the adequacy of the City's existing groundwater rights, the City has not allocated resources to-date needed to upgrade its WTP to enable the City to treat this source. The City continues to hold this surface water right in reserve for future use.

2.12 Water System Description

OAR 690-086-0140(8)

The City draws its water supply from 13 wells located in the eastern portion of the city. This water is treated at the City's WTP. The WTP has a capacity of 4.64 cfs or 3 mgd. This capacity is currently 1.24 cfs (0.8 mgd) less than the rate of appropriation authorized under the City's existing groundwater rights. The City has three aboveground reservoirs in its distribution system in use for a total of 4.5 MG of storage: a 500,000-gallon steel tank on the east hills; and two 2,000,000-gallon tanks near the Sand Pines Golf Course. In addition, Florence has an elevated 250,000-gallon tank near its former City shop on Spruce Street which has been offline and not in use for 20 years. The major components of the water system are shown in Figure 2-1.

3. Water Conservation

This section addresses the requirements of OAR 690-086-0150(1) – (6). This rule requires a description of specific required conservation measures and benchmarks, and additional conservation measures implemented by the City.

3.1 Progress Report

OAR 690-086-0150(1)

This is the City of Florence's second WMCP. OWRD approved the City's previous WMCP and associated conservation measures in 2010. **Exhibit 3-1** describes the City's progress implementing the conservation measures identified in the City's 2010 WMCP.

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Exhibit 3-1. Progress Report for the City of Florence’s 2010 Conservation Benchmarks

Section Requirement	Sub-section Requirement	2010 WMCP Benchmarks	Benchmark Status
OAR 690-086-150 (4) A description of the specific activities, along with a schedule that establishes five-year benchmarks, for implementation of each of the following conservation measures that are required of all municipal water suppliers:	(a) An annual water audit that includes a systematic and documented methodology for estimating any un-metered authorized and unauthorized uses	Conduct an annual City-wide water audit using a systematic and documented methodology for estimating water produced and consumed, unaccounted-for water, and unmetered authorized and unauthorized uses.	The City conducts an annual City-wide water audit that is systematic and based on a documented methodology for estimating water production and water consumption. The City is in the process of incorporating unmetered authorized and unauthorized uses into its audits.
		Separate the data and tracking of multi-family accounts from the commercial accounts to better characterize those user categories. This will help clarify the extent of commercial and residential use.	The City's billing system has been modified to separately track multi-family account consumption data from commercial account consumption data, as shown in this WMCP.
		Maintain City utility billing records for at least 5 years to provide historical water consumption data.	The City maintains utility billing records for at least five years.
	(b) If the system is not fully metered, a program to install meters on all un-metered water service connections.	Continue to require meters for all development within the City.	The City continues to require that all new service connections have meters within the City. All customer connections are metered.
	(c) A meter testing and maintenance program	Continue to conduct annual meter testing and maintenance for 3-inch and larger meters.	The City continues to conduct annual meter testing and maintenance for 3-inch and larger meters.
		Continue to retrofit meters to radio read. Over the next 5 years, approximately 500 residential meters will be retrofitted and checked for age and function.	By 2018, the City had completed its retrofitting effort, retrofitting approximately 2,500 meters. In addition, the City replaced approximately 1,500 meters with new meters.
	(d) A rate structure under which customers' bills are based, at least in part, on the quantity of water metered at the service connections	The City will continue to use an inclining block water rate structure that supports and encourages water conservation.	The City continues to use an inclining block rate water billing system for its residential customers that supports and encourages water conservation and to charge commercial customers a unit cost for water.
	(e) If the annual water audit indicates that system leakage exceeds 10 percent, a regularly scheduled and systematic program to detect leaks in the transmission and distribution system...	Continue routine water system surveillance and response to reported leaks.	The City continues to conduct routine water system surveillance and to respond to reported leaks.
	(f) A public education program to encourage efficient water use and the use of low water use landscaping that includes regular communication of the supplier's water conservation activities and schedule to customers	Provide more detailed conservation messages and tips in monthly water bills, including reminders to turn off irrigation systems during the winter.	The City now provides more detailed conservation messages and tips within a special section of its monthly water bills. The City has included reminders to turn off irrigation systems during the winter within its water bills.
		Expand the City's website to include tips and techniques for indoor, outdoor, and commercial water conservation.	The City provides water conservation messages in annual water quality reports posted on its Web site. The City also periodically provides conservation messages and tips in its monthly newsletter, which it sends out electronically to customers and posts on its Web site. By April 2015, the City added additional water conservation information and YouTube videos about Xeriscaping to its Web site.
		Host a water conservation booth at annual City events and festivals.	The City promotes water conservation at booths during four annual public events, including the Green Fair, Power of Florence, the Community Block Party, and the Public Works Open House event. At these events, the City hosts a booth offering water conservation information to event attendees. Information may be in the form of written content, such as brochures and video content, such as videos about Xeriscaping among other conservation topics, and may provide free water conservation items, depending upon the event.
		Provide informative materials (brochures, samples) in the City's building department where people come to apply for permits.	The City provides brochures at the City's building department, such as water quality reports that contain water conservation messages and water conservation brochures created by the American Water Works Association. The City has DVDs about Xeriscaping and water conservation that customers can borrow, as well.

Section Requirement	Sub-section Requirement	2010 WMCP Benchmarks	Benchmark Status
OAR 690-086-150 (6) If the supplier serves a population greater than 1,000 and proposes to expand or initiate diversion of water under an extended permit for which resource issues have been identified under OAR 690-086-0140(5)(i), or if the supplier serves a population greater than 7,500, description of the specific activities, along with a schedule that establishes five-year benchmarks, for implementation of each of the following measures; or documentation showing implementation of the measures is neither feasible nor appropriate for ensuring the efficient use of water and the prevention of waste	(a) A system-wide leak repair or line replacement program to reduce system leakage to 15 percent and if the reduction of system leakage to 15 percent is found to be feasible and appropriate, to reduce system leakage to 10 percent	The City's unaccounted-for water, and therefore its system leakage is less than 10 percent. The City will continue its leak detection and repair activities, as described above.	The City's water loss (i.e. Unaccounted-for water) was less than 10 percent from 2004 to 2018. The City continues to implement its leak detection and repair activities.
	(b) Technical and financial assistance programs to encourage and aid residential, commercial, and industrial customers in implementation of conservation measures;	Post "how-to" technical information about conservation on the City's website for residential and commercial users.	By April 2015, the City added "how-to" technical information about water conservation and embedded an online video about Xeriscaping on its Web site.
		Conduct three property manager workshops on conservation at multi-family residences.	The City contacted property managers of multi-family facilities about providing water conservation workshops and none were interested. Consequently, the City was unable to conduct the workshops. The City does not plan to pursue this effort further in the near-term.
		Conduct an evaluation of conservation opportunities at multi-family residential facilities, and conduct water audits of the three largest water users in that category.	The City has not conducted evaluations of conservation opportunities or water audits for multi-family facilities as a result of the property managers' lack of interest.
	(c) Supplier financed retrofitting or replacement of existing inefficient water using fixtures, including distribution of residential conservation kits and rebates for customer investments in water conservation;	Make available 100 indoor conservation kits. Kits could include faucet aerators, low-flow showerheads, toilet leak detectors, and a list of other indoor water conservation options and techniques.	The City partnered with Central Lincoln Utility District in 2016 to make at least 100 indoor conservation kits available to City customers.
		Make available 100 outdoor conservation kits. Kits could include lawn watering measuring cans, rain gauges, hose nozzles with variable spray, and packages of drought-resistant plant seeds.	The City provided at least 100 outdoor conservation kits for free to City customers at the Florence Green Fair in 2012.
	(d) Adoption of rate structures, billing schedules, and other associated programs that support and encourage water conservation;	The City will continue to use an inclining block rate water billing system that supports and encourages water conservation.	The City continues to use an inclining block rate water billing system for its residential customers that supports and encourages water conservation and to charge commercial customers a unit cost for water.
		The City will continue to use a monthly water billing cycle.	The City continues to bill its water customers monthly.
		The City will provide more detailed conservation messages and tips in monthly water bills, including reminders to turn off irrigation systems during the winter.	The City began providing more detailed conservation messages and tips in a special section of its monthly water bills, which have included reminders to turn off irrigation systems during the winter.
	(e) Water reuse, recycling, and non-potable water opportunities; and	Evaluate opportunities to reuse water and expand use of non-potable water.	The City uses non-potable water to irrigate a city park and reuses water at its wastewater treatment plant for landscape irrigation and in-plant needs, such as washdown water.
	(f) Any other conservation measures identified by the water supplier that would improve water use efficiency.	Provide messages in water bills during the winter reminding customers to make sure that automated irrigation systems are turned off during the winter.	In winter months, the City has provided reminders to turn off automatic irrigated systems during the winter in monthly water bills and its monthly newsletters.

The City recognizes that on-going conservation measures are needed to maximize the efficient use of water and thereby help to slow the growth of demand for water. The City's current water management and conservation measures are designed to meet these goals and are described below.

3.2 Water Use and Reporting Program

OAR 690-086-0150(2)

The City collects its water use data at its well meters. This data is compiled on a monthly basis and then submitted to OWRD on an annual basis. Florence's measurement and reporting program meets these conditions and complies with the measurement standards in OAR Chapter 690, Division 85. The City's water use records can be found at https://apps.wrd.state.or.us/apps/wr/wateruse_query/.

3.3 Required Conservation Programs

OAR 690-086-0150(4)(a-f)

OAR 690-086-150(4) requires that all water suppliers establish 5-year benchmarks for implementing the following water management and conservation measures:

- Annual water audit
- System-wide metering
- Meter testing and maintenance
- Unit-based billing
- Water Loss Analysis
- Public education

During the next five years, the City plans to initiate, continue, or expand the following conservation measures that meet these requirements, as described below.

3.3.1 Annual Water Audit

OWRD defines a water audit as an analysis of the water system that includes a thorough accounting of all water entering and leaving the system. The results of the City's historical water audits for the years 2014 through 2018 were presented in Section 2-8, averaging 4.8 percent with an estimated loss of 7.3 percent in 2018. The City has inconsistently tracked unmetered, authorized consumption historically, such as use associated with flushing activities, but the City has committed to consistently tracking sources of unmetered, authorized consumption in the future.

The City performed an analysis of its own water use in the past and has taken steps to reduce this use. For example, the City installed a metered bulk water station in 2018 at its Public Works facility to replace an older metered and non-automated station. The station is used by the City for street sweeping, sewer line cleaning, and other City uses. The station is also used by contractors to fill water trucks which supply water to job sites and by the fire district for filling pump trucks. By having an automated and metered bulk water station, water theft is greatly reduced and metering is much more accurate such that contractors who use the station are more likely to use water more efficiently. An additional benefit of this new metered station is that the accuracy of the City's future water audits will

improve. Previously the City was not incorporating this metered use into its water audits which had the effect of increasing water loss estimates. In future audits, the City will include these volumes into the water audits. The City will continue to evaluate its water use in order to identify alternatives to increase efficiency.

Five-Year Benchmark

- The City will conduct an annual City-wide water audit using a systematic and documented methodology for estimating water produced and consumed, unmetered authorized and unauthorized uses, and an analysis of the City's own water use to continue to identify alternatives to increase efficiency.

3.3.2 System-wide Metering

All customers served by the City are metered. As of 2018, all of the City's meters have Automatic Meter Read (AMR) technology. See Section 3.3.3 for more information.

Five-Year Benchmark

- The City will continue to require meters for all connections within the City's service area.

3.3.3 Meter Testing and Maintenance

Currently, the City conducts annual meter testing and maintenance for large meters (3-inch or greater). These large meters are typically found in multi-family residential complexes, hotels, other businesses, and schools that use relatively large amounts of water. As part of the City's meter maintenance and repair program, the City completed a multi-year effort to replace all customer meters ten years or older and retrofit all other meters with Automatic Meter Read (AMR) hardware. New meters installed also included the AMR technology. The primary benefit of AMR technology is it provides a more efficient method of collecting consumption data from meters. The City replaced approximately 1,500 meters with new meters and retrofitted approximately 2,500 meters. By replacing over a third of all of its older meter with new meters, the City effectively improved the accuracy of its consumption measurements since older meters tend to under-measure volume.

Five-Year Benchmarks

- Continue to conduct annual meter testing and maintenance for meters 3-inches and larger.
- Test and, as needed, recalibrate, repair, or replace all master meters located at the WTP and wellheads by the end of 2022 and every ten years thereafter.

3.3.4 Water Rate Structure

The City adopted an inclining block water rate structure for Residential customers that increase the cost per unit of water as more water is used. This provides a direct financial incentive for the City's water customers to maximize conservation. The Residential customer current tiered rates are as follows:

- Zero to 1,500 cubic feet: \$0.02156 per cubic foot

- Greater than 1,500 cubic feet: \$0.23704 per cubic foot

Commercial customers are charged \$0.02 per cubic foot of water consumed. Bulk water sales are charged \$2.16 per 100 cubic feet of water consumed.

The City plans to continue using this rate structure as a key component of its water conservation measures.

Five-Year Benchmark

- The City will continue to use an inclining block water rate structure in order to encourage water conservation.

3.3.5 Water Loss Analysis

The City's annual water audits show water loss was 7.3 percent in 2018, continuing the trend since at least 2004 with water loss below 10 percent. A measure implemented by the City to keep water loss below 10 percent include a line replacement program to replace potentially older leaking lines.

Five-Year Benchmark

- Continue routine water system surveillance and response to reported leaks.
- Continue to implement a line replacement program.

3.3.6 Public Education

The City provides public education through a variety of means in order to reach as many customers as possible. The City uses digital and written media as well as direct customer communication. Its digital content includes a web page devoted to indoor and outdoor water conservation along with a video on the topic of Xeriscaping. A video about Xeriscaping is also available for loan to customers. The City's annual Water Quality Report contains a section devoted to water conservation tips; this document is posted on the City's web page, supplied at public facilities, including City Hall, Public Works, the Senior Center, public library, and hospital. Florence also broadcasts publication and availability of the report through various print and radio media. In addition to the City's water quality report, written content targeting customers includes a monthly newsletter with periodic water conservation messaging and a water conservation brochure published by the American Water Works Association, which the City makes available at the City's Building Department.

The City promotes water conservation directly to customers at booths during four annual public events, including the Green Fair, Power of Florence, the Community Block Party, and the Public Works Open House event. At these events, the City provides water conservation information to event attendees through written content, such as brochures, or video content, such as a video about Xeriscaping. The City also has provided free water conservation items, such as leak detection kits, depending upon the event.

Five-Year Benchmarks

- The City will continue to maintain indoor and outdoor water conservation content on its website

and to loan a video on the topic of water conservation to customers.

- The City will continue to provide periodic written conservation messaging to its customers via monthly water bills and in the City's water quality reports, and to place a brochure devoted to conservation at a location frequented by customers, such as City Hall.
- The City will continue to host a water conservation booth at one or more annual events.

3.4 Additional Conservation Measures

OAR 690-086-0150(5)(a)-(d)

OAR 690-086-0150(5) requires water suppliers with populations greater than 7,500 address five additional conservation measures. Florence has a population that exceeds this threshold and therefore describes below how it will meet these measures. The measures are:

- Technical and financial assistance
- Supplier-financed retrofitting or replacement of fixtures
- Rate structure, billing schedules, and other associated programs
- Water re-use, recycling, and non-potable opportunities
- Other conservation measures

3.4.1 Technical and Financial Assistance

The City provides "how to" technical information about conservation on the City's website for residential and commercial customers. Information on the City's website encourages efficient water use in the bathroom, kitchen and laundry, such as taking shorter showers or installing water displacement items in toilet tanks. The webpage also describes where to and how to identify indoor leaks, describes the water savings associated with replacing water-using fixtures, and encourages efficient irrigation practices in landscapes and lawns. In addition to this information on the City's website, some of the conservation kits provided by the City include leak detection tips as a form of technical assistance.

The City continues to provide technical assistance by helping customers identify leaks. Florence profiles customers' meter reads for unusual changes in water use, communicates with these customers about unusual use, and explores possible reasons for the change with these customers. With the installation of a system-wide AMR system, Florence is able to access hourly use data from the meters in question and review data for signs of leaks, such as evidence of 24 hours use. Florence can then relay results of the City's data reviews to these customers for speedy leak repair if the City suspects leaks.

Five Year Benchmark

- The City will continue providing "how to" technical information on their website.
- The City will continue to provide technical assistance to customers regarding suspected leaks.

3.4.2 Supplier-financed Retrofit or Replacement of Fixtures

Florence has provided up to 100 indoor and 100 outdoor conservation kits to customers upon request in the past. These indoor kits included items such as faucet aerators, low-flow showerheads, toilet leak detectors, and a list of other indoor water conservation options and techniques. The outdoor kits included items such as lawn watering measuring cans, rain gauges, hose nozzles with variable spray, and packages of drought-resistant plant seeds.

Five Year Benchmark

- The City will make available 100 indoor and 100 outdoor water conservation kits to customers upon request at no cost starting in 2021.

3.4.3 Rate Structures, Billing Schedules, and Other Associated Programs

The City has an inclining block rate structure and bills its customers monthly. In addition, the City provides conservation messaging in its water bills periodically.

Five Year Benchmarks

- The City will continue to use an inclining block water rate structure in order to encourage water conservation.
- The City will continue to use a monthly water billing cycle.
- The City will continue to provide periodic conservation messages and tips in monthly water bills.

3.4.4 Water Re-use, Recycling, and Non-potable Opportunities

The City currently irrigates Miller Park with non-potable water from a well. In addition, the City reuses water at its WWTP for in-plant needs, such as washdown water, and for irrigating landscaped areas at the WWTP.

5 Year Benchmark

- The City will continue to irrigate Miller Park with non-potable water and reuse water at its WWTP.

3.4.5 Other Conservation Measures

OAR 690-086-0150(3) and (5)(e)

System Development Charges The City assesses a water system development charge for new commercial construction based on the area to be landscaped. For fiscal year 2019/20, the City will charge \$4,110 for every 2,500 square feet of lawn grass areas and for every 4,000 square feet of shrubbery or native vegetation. This structure incentivizes developers to plant native vegetation and use less grass, which results in less water used for irrigation.

5 Year Benchmark

- The City will continue to evaluate its SDCs as a means to encourage water conservation and will adopt changes to its SDC requirements as appropriate.

Landscaping Code The City encourages the use of native vegetation through a landscaping preservation credit applied to City landscape requirements. A "preservation credit" bestowed upon a project allows a reduction in the overall landscape area and planting requirements at a ratio of 2:1 if existing significant vegetation on the site is preserved. In other words, every one square foot of preserved significant vegetation is counted as two square feet in meeting the total required landscape area for a site. This approach is intended to save water because existing native vegetation may not require as much irrigation as non-native plantings.

5 Year Benchmark

- The City will continue to evaluate its landscaping code as a means to encourage water conservation and adopt changes to its landscaping code as appropriate.

Exhibit 3-2. Summary of 2020 Conservation Measures

Section Requirement	Sub-section Requirement	2020 Benchmarks
<p>OAR 690-086-150 (4) A description of the specific activities, along with a schedule that establishes five-year benchmarks, for implementation of each of the following conservation measures that are required of all municipal water suppliers:</p>	<p>(a) An annual Water Audit that includes a systematic and documented methodology for estimating any un-metered authorized and unauthorized uses, and an analysis of the water supplier’s own water use to identify alternatives to increase efficiency;</p>	<p>The City will conduct an annual City-wide water audit using a systematic and documented methodology for estimating water produced and consumed, unmetered authorized and unauthorized uses, and an analysis of the City’s own water use to continue to identify alternatives to increase efficiency.</p>
	<p>(b) If the system is not fully metered, a program to install meters on all un-metered Water Service Connections. The program shall start immediately after the plan is approved and shall identify the number of meters to be installed each year with full Metering completed within five years of approval of the water management and conservation plan;</p>	<p>The City will continue to require meters for all connections within the City’s service area.</p>
	<p>(c) A meter testing and maintenance program</p>	<p>Continue to conduct annual meter testing and maintenance for meters 3-inches and larger. Test and, as needed, recalibrate, repair, or replace all master meters located at the WTP and wellheads by the end of 2022 and every ten years thereafter.</p>
	<p>(d) A rate structure under which customers’ bills are based, at least in part, on the quantity of water metered at the service connections</p>	<p>The City will continue to use an inclining block water rate structure in order to encourage water conservation.</p>
	<p>(e) If the annual Water Audit indicates that the system’s Water Losses exceed 10 percent: A) Within two years of approval of the water management and conservation plan, the water supplier shall provide a description and analysis identifying potential factors for the loss and selected actions for remedy; (B) If actions identified under subsection (A) do not result in the reduction of Water Losses to 10 percent or less, within five years of approval of the water management and conservation plan, the water supplier shall: (i) Develop and implement a regularly scheduled and systematic program to detect and repair leaks in the transmission and distribution system using methods and technology appropriate to the size and capabilities of the Municipal Water Supplier or a line replacement program detailing the size and length of pipe to be replaced each year; or, (ii) Develop and implement a water loss control program consistent with American Water Works Association’s standards.</p>	<p>Continue routine water system surveillance and response to reported leaks. Continue to implement a line replacement program.</p>
	<p>(f) A public education program commensurate to the size of the Municipal Water Supplier to encourage efficient indoor and outdoor water use that includes regular communication of the supplier’s water conservation activities and schedule to customers;</p>	<p>The City will continue to maintain indoor and outdoor water conservation content on its website and to loan a video on the topic of water conservation to customers. The City will continue to provide periodic written conservation messaging to its customers via monthly water bills and in the City’s water quality reports, and to place a brochure devoted to conservation at a location frequented by customers, such as City Hall. The City will continue to host a water conservation booth at one or more annual events.</p>

Exhibit 3-2. Summary of 2020 Conservation Measures (continued)

Section Requirement	Sub-section Requirement	2020 Benchmarks
OAR 690-086-150 (5)	(a) Technical and financial assistance programs commensurate to the size of the Municipal Water Supplier to encourage and aid residential, commercial and industrial customers in implementation of conservation measures	<p>The City will continue providing "how to" technical information on their website.</p> <p>The City will continue to provide technical assistance to customers regarding suspected leaks.</p>
	(b) Supplier financed retrofitting or replacement of existing inefficient water using fixtures, including distribution of residential conservation kits and rebates for customer investments in water conservation;	<p>The City will make available 100 indoor and 100 outdoor water conservation kits to customers upon request at no cost.</p>
	(c) Adoption of rate structures, billing schedules, and other associated programs that support and encourage water conservation;	<p>The City will continue to use an inclining block rate water billing rate structure that supports and encourages water conservation.</p> <p>The City will continue to provide conservation messages and tips in monthly water bills, including reminders to turn off irrigation systems during the winter.</p>
	(d) Water reuse, recycling, and non-potable water opportunities; and	<p>The City will continue to irrigate Miller Park with non-potable water and reuse water at its WWTP.</p>
	(e) Any other conservation measures identified by the water supplier that would improve water use efficiency.	<p>The City will continue with monthly billing.</p> <p>The City will continue to evaluate its SDCs as a means to encourage water conservation and will adopt changes to its SDC requirements as appropriate.</p> <p>The City will continue to evaluate its landscaping code as a means to encourage water conservation and adopt changes to its landscaping code as appropriate.</p>

4. Water Curtailment Element

This section satisfies the requirements of OAR 690-086-0160. This rule requires a description of past supply deficiencies and current capacity limitation. It also requires inclusion of stages of alert and the associated triggers and curtailment actions for each stage.

4.1 Introduction

Curtailment planning is the development of proactive measures to reduce demand during supply shortages resulting from prolonged drought, or system failure from unanticipated events. The City developed this curtailment plan by reflecting on the most likely events, which may reduce the City's ability to meet system demands and cause water supply shortages. Those events include: 1) an earthquake, 2) drought, 3) infrastructure failure, and 4) source water quality degradation due to aquifer contamination.

The goal of this curtailment plan is to have objective criteria that trigger actions to ensure a sufficient quantity of water to meet the water demands of the water supply system during any one of these events, without jeopardizing the health, safety, or welfare of the community.

4.2 Capability Assessment

OAR 690-086-0160(1)

The City has not needed to impose water curtailment measures over the past 10 years. However, the City is aware of the potential for a supply shortage to occur. The City determined that potentially severe supply shortages would most likely result from droughts, an earthquake, or a malfunction at the City's WTP. In the event of a drought, reduced aquifer recharge could reduce the City's ability to access groundwater from its wellfield. An earthquake could impact one or more of the major components of the City's infrastructure, including operational failure of the City's WTP.

Florence has assessed its ability to maintain delivery during a supply shortage from one of these events. In the event of a supply shortage, the City could rely on in-line storage on a short term basis if necessary. The City's 4.5 million gallons (maximum) of stored water could provide water for up to four days based on an ADD of 1.1 mgd (the historical average) or approximately two days during peak season. The City could also obtain water from the neighboring water provider HWPUD or reverse the uni-directional meter with CTCLUSI to obtain water from this provider. The City's interties with these providers may provide a temporary supply of water until the shortage subsides. In addition, the City may rent a water hauling truck, send customers to a pre-designated water distribution location, or supply bottled water, or a combination of all these options.

The City's WTP represents a capacity limitation since the City's wells are capable of producing more water than the WTP can treat at any one time. However, the WTP has the capacity to meet

current and future peak day demands and therefore this capacity limitation should not contribute to a supply shortage.

If any of the alternative supply options discussed above fail to meet demand or the City anticipates these options will not meet demand, the City would initiate its curtailment plan, as described below, as a means to reduce demand.

The following curtailment plan is codified in the City’s municipal code Title 9-2-5-8 and duplicated here with minor revisions.

4.3 Curtailment Stages and Event Triggers

OAR 690-086-0160(2) and OAR 690-086-0160(3)

Exhibit 4-1 summarizes the stages and initiating triggers for the City’s water curtailment plan.

Exhibit 4-1. Water Shortage Stages and Initiating Conditions

Shortage Stage	Initiating Conditions
Stage 1: Water Shortage Alert	<ol style="list-style-type: none"> 1. General recognition of drought conditions in the area or 2. Demand reaches 80 percent of water supply capacity as determined by the City Manager for a period of 3 or more consecutive days; or 3. Water supply approaches the minimum required for fire protection or other essential needs as determined by the City Manager.
Stage 2: Serious Water Shortage	The City predicts continuation of hot, dry weather, or the City’s water demand is 81 to 90 percent of water supply capacity for 3 or more consecutive days as a result of a natural or human-caused event.
Stage 3: Severe Water Shortage	Water demand is more than 90 percent of water supply capacity for 3 or more consecutive days for any reason, whether natural or human-caused.
Stage 4: Critical Water Shortage	Failure of a major system component or non-drought emergency conditions results in an immediate shortage of water. Examples include: failure of main transmission lines, failure of the intake or WTP, chemical spills, or a malevolent attack on the system that introduces a contaminant at some point in the system.

Stage 1: Water Shortage Alert

Stage 1: Water Shortage Alert will activate a program to inform customers of the potential for drought and water shortages, and reasons to voluntarily conserve water. Stage 1 will be activated by the City Manager and will be triggered when any of the Stage 1 conditions previously described exist.

Under Stage 1, the City will issue a written notice requesting voluntary reduction in water use by all customers. The notice will include a description of the current water situation, the reason for the requested conservation measures, and a warning that mandatory restrictions will be implemented if voluntary measures are not sufficient to achieve water use reduction goals. A similar notice could be issued through local media (such as newspaper, radio, or TV). However, if the drought is regional, the media already may be alerting users of water supply concerns.

Therefore, the City's Stage 1 plan does not automatically involve press releases or paid media announcements.

When Stage 1 is triggered, the City will ask customers to voluntarily comply with the following:

- Minimize landscape watering between 10 a.m. and 6 p.m., the period of highest water loss resulting from evaporation.
- Water landscapes on alternate days (even-numbered addresses water on even-numbered days and odd-numbered addresses on odd-numbered days).

Stage 2: Serious Water Shortage

Stage 2 is similar to Stage 1 except the voluntary measures regarding outdoor water use will be made compulsory by the City Manager, and additional non-essential water use will be prohibited. Under Stage 2, City customers will be notified of the following water restrictions:

1. Water landscapes only between 6 p.m. and 10 a.m.
2. Water landscapes only when allowed by the odd/even schedule.
3. No water use for washing motorbikes, motor vehicles, boat trailers, or other vehicles except at a commercial washing facility that practices wash water recycling. (Exceptions include vehicles that must be cleaned to maintain public health and welfare, such as food carriers and solid waste transfer vehicles.)
4. No water use to wash sidewalks, walkways, driveways, parking lots, tennis courts, and other hard-surfaced areas.
5. No water use to wash building structures, except as needed for painting or construction.
6. No water use for a fountain or pond for aesthetic or scenic purposes, except where necessary to support fish life.
7. Discourage serving water to customers in restaurants unless water is requested by the customer. This action does not provide significant water savings, but is useful for generating awareness of the need to curtail use.
8. No water use for dust control unless absolutely necessary, as determined by the City Manager.

Stage 3: Severe Water Shortage

Stage 3 will be initiated by the City Manager when water demand is more than 90 percent of water supply capacity for three or more consecutive days for any reason, whether natural or human-caused. Stage 3 measures include the following:

1. Perform actions indicated for Stage 2.
2. Replace the restriction of odd/even watering from Stage 2 with a prohibition on all outdoor watering (exceptions include new lawn, grass, or turf planted after March 1st of the calendar year in which restrictions are being imposed; sod farms; high-use athletic fields; or park and recreation areas specifically designated by the City Council.)

3. No water use to fill, refill, or add to any indoor or outdoor swimming pools or hot tubs, except if one of the following conditions is met: the pool is used for a neighborhood fire control supply, the pool has a recycling water system, the pool has an evaporative cover, or the pool's use is required by a medical doctor's prescription.
4. No water use from hydrants for construction purposes (except on a case-by-case basis approved by the City Manager), fire drills, or any purpose other than fire-fighting.
5. Implement limitations on commercial uses of water, depending on the severity of the shortage.
6. Issue public service announcements to notify customers of the severity of the conditions.

Stage 4: Critical Water Shortage

Stage 4 will be initiated by the City Manager when failure of a system component or non-drought emergency conditions results in an immediate shortage of water. Examples include failure of main transmission lines, failure of the WTP, chemical spills, or a malevolent attack on the system that introduces a contaminant at some point in the system. If the emergency causes, or is expected to cause, a shortage of water, the City will implement the curtailment measures of Stage 2 or Stage 3, as appropriate, in addition to the steps outlined below.

If water in the system is unsafe to drink (such as in the event of a chemical spill or malevolent attack) the City Manager will direct staff to notify customers as quickly as possible using local radio, print media, the City's website, and any other appropriate means. In addition, the City Manager will implement the following:

1. Contact the Oregon Drinking Water Program, Department of Human Services, and request its assistance in responding to the problem.
2. Notify the local news media, if appropriate, to ask for their assistance in notifying customers.
3. Call an emergency City Council meeting.
4. Contact the Oregon State Police and County Sheriff to obtain help in contacting customers.
5. Determine whether to use water system interties with other water providers, such as HWPUD.

The City will continue to investigate and develop specific backup plans for a Stage 4 emergency.

4.4 Authority and Enforcement

Upon the City experiencing one of the curtailment initiating conditions, the City Manager may declare a water emergency and require that water usage must be curtailed. The City Manager may include an estimated time for review or revocation of the emergency. Once the water emergency has been declared, limitation on the use of water as to hours, purpose, or manner may be prescribed from time to time by order of the City Manager, based on a finding that the limitation is reasonable given the available and projected water supply and demand.

The City shall send a letter of warning for each violation of a curtailment restriction if no previous letter of warning has been sent to the person responsible for the violation. The letter of warning shall specify the violation, may require compliance measures and shall be served upon the person responsible for the violation. Service may be in person, by office or substitute service or by certified or registered mail, return receipt requested. After the person responsible for the violation has received a warning letter, any subsequent violation shall be treated as a civil infraction. After the third violation of a curtailment restriction, the Public Works Director may order that the water service to the location where the violation has occurred shall be shut-off or reduced.

4.5 Drought Declaration

If a declaration of a severe drought is declared by the Governor per ORS 536.720, the Oregon Water Resources Commission may order political subdivisions within any drainage basin or subbasin to implement a water conservation or curtailment plan or both, approved under ORS 536.780. The conservation and curtailment elements of this WMCP meet these requirements. If the City is within a severe drought area declared by the Governor, such as Lane County, the City will consider whether curtailment measures are needed to meet system demands. If ordered to implement a water conservation or curtailment plan during a declared drought, the City will comply by implementing the water conservation and curtailment provisions of this WMCP. Regardless of whether curtailment is needed, the City will encourage customers to conserve water.

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5. Municipal Water Supply Element

This section satisfies the requirements of OAR 690-086-0170.

5.1 Delineation of Service Areas

OAR 690-086-0170(1)

The City's current and future service area is shown in Exhibit 2-1. The current service area is bound to the south by the Siuslaw River, to the west by the coastline, to the east by the North Fork Siuslaw River, and to the north by the service area of HWPUD.³ While growth is anticipated to occur primarily to the north of current city limits, HWPUD serves this area, therefore the City's service area expansion is anticipated to be limited to two primary areas. 1) The City's service area boundary may expand to include an area along the northern portion of Highway 101 within the Urban Growth Boundary (UGB). HWPUD currently serves this area, but the City anticipates service to this area as property owners elect to receive water service from the City instead HWPUD because HWPUD cannot meet minimum storage volumes, fire flows, and water pressure. 2) The City also expects to expand the service area boundary to the east of existing city limits near Munsel Lake. Exhibit 2-1 identifies these two areas as "Future Service Areas".

5.2 Population Projections

OAR 690-086-0170(1)

The City's future population is anticipated to increase as a result of the expansion of its service area into the two areas discussed above and as a result of infill (growth within existing service area boundaries). The City projects population will increase to 9,530 in 2030 and to 10,421 in 2040, as shown in Exhibit 5-1.

Exhibit 5-1. 20-Year Population Forecast

Year	Population	Average Annual Growth Rate¹
2018	8,521	-
2030	9,530	0.7%
2040	10,421	0.7%

¹ Per PSU's Population Research Center's Coordinated Population Forecast, 2019-2069, Lane County Urban Growth Boundaries (UGB) & Areas Outside UGBs for the Florence area.

³ Section 5 of the City's 2010 WMCP noted that the future service areas of the City and Heceta Water District were undefined given ongoing discussions between these service providers. Since 2010, the Heceta Water District formed the Heceta Water People's Utility District and established its service area boundaries primarily north of current city limits.

The City’s population projections for infill were calculated using a different method than the method to calculate population growth due to service area expansion. Population increases due to infill development were calculated by applying the 20-year average annual growth rate (AAGR) of 0.7 percent to the current service area population of the City of 8,521 persons through 2040. This AAGR was obtained from Portland State University’s Coordinated Population Forecast, 2019-2069, *Lane County Urban Growth Boundaries (UGB) & Areas Outside UGBs* which was published in 2019. (The methodology to calculate the City’s current service area population is described in Section 2.4.).

To calculate population growth due to service area expansion, the City performed the following calculations. The previously identified factor in Section 2.4 of 2.6 persons per acre was applied to the acreage anticipated to be added to the City’s service area within the 20-year planning period; this acreage is approximately 184 acres and represented in Exhibit 2-1 as “Future Service Areas”. The City expects full build-out of these areas by 2040, which are projected to hold a population of 480 people (2.63 persons/acre x 184 acres) by 2040. The population growth due to service area expansion for the year 2030 was calculated using linear interpolation. The sum of the future infill populations and future populations due to service area expansions are presented in Exhibit 5-1.

5.3 Demand Forecast

OAR 690-086-0170(3)

Average and maximum day demand projections in 2030 and 2040 for the City’s water service area are summarized in Exhibit 5-2. By 2040, the City anticipates its MDD to reach 2.8 mgd; for perspective, the City’s historical 5-year MDD was 1.9 mgd.

Exhibit 5-2. Demand Forecast for 2029 and 2039 (mgd and cfs)

Year	ADD (mgd)	MDD (mgd)	ADD (cfs)	MDD (cfs)
2030	1.5	2.5	2.3	3.9
2040	1.6	2.8	2.5	4.3

The City projected ADDs by multiplying the forecasted populations for 2030 and 2040, as presented in Exhibit 5.1, by historical per capita ADD. The historic per capita ADD value was based on the greatest observed per capita demand from 2014 to 2018, which was 155.3 gpcd in 2018. The City projected MDDs by applying the historical average peaking factor of 1.7 to projected ADD values. This method of projecting demand assumes that the per capita demand factor and peaking factor remain constant throughout the 20-year planning period.

5.4 Schedule to Exercise Permits and Comparison of Projected Need to Available Sources

OAR 690-086-0170(2) and (4)

The City plans to rely on groundwater to meet its projected demands during the WMCP 20-year planning period. As described in Section 2, the City holds two certificates and a permit for groundwater use. Certificate 81398 authorizes use of up to 2.0 cfs (1.30 mgd) and Certificate 87428 authorizes use up to 0.89 cfs (0.58 mgd), for a combined authorized rate of use of up to 2.89 cfs (1.85 mgd). Moreover, the City has a COBU pending at OWRD demonstrating beneficial use of 2.4 cfs (1.6 mgd) under Permit G-16885. Thus, the City has developed 5.29 cfs (3.4 mgd) ($2.89 + 2.4 = 5.29$ cfs) under its groundwater rights to date, which is sufficient to meet the projected demand in 2040 of 4.3 cfs (2.8 mgd). The City's current well capacity is 2.8 mgd, allowing the City to meet projected demands using its existing wells.⁴ Consequently, the City is not requesting access to the undeveloped portion of extended Permit G-16885 (0.6 cfs, 0.39 mgd).

The City intends to fully develop the remaining portion of extended Permit G-16885 (0.6 cfs) in response to further population growth and increases in water demands beyond the 20-year planning period of this WMCP. The City's 2009 WMCP projected development of the entire permit within the 20 year planning period. The rates of system demand growth forecast in the 2009 WMCP, however, were much greater than the observed system demand rates of growth observed from 2009 to the present, primarily due to the recession and slow economic recovery experience in the region. Moreover, since the City published the 2009 WMCP, HWPUD was established and its boundaries were set, significantly limiting future growth of the City's service area to the north, where most of the City's future growth is anticipated to occur. These events have delayed the City's anticipated development of Permit G-16885. Following the demand projections methodology described above, the City currently anticipates putting Permit G-16885 to full beneficial use by approximately 2055. (The City's permit extension for Permit G-16885 expires in October 2025, and the City anticipates submitting an extension application for this permit by that time.)

5.5 Alternative Sources

OAR 690-086-0170(5)

OAR 690-086-0170(5) requires an analysis of alternative sources of water if any expansion or initial diversion of water allocated under existing permits is necessary to meet Florence's demand forecast and redundancy needs. As described above, Florence currently does not intend to expand diversion of water allocated under its only undeveloped permit, 0.6 cfs under extended Permit G-16885, during this WMCP 20-year planning period. Consequently, this rule does not apply.

⁴ The City anticipates that its efforts to refurbish its wells, as discussed in Section 2, will maintain the current well capacity of 2.8 mgd or improve well capacity.

5.6 Quantification of Projected Maximum Rate and Monthly Volume

OAR 690-086-0170(6)

OAR 690-086-0170(6) requires a quantification of the maximum rate of withdrawal and maximum monthly use if any expansion or initial diversion of water allocated under an existing permit is necessary to meet demands in the 20-year planning horizon. As described above, Florence currently does not intend to expand diversion of water allocated under the undeveloped portion of extended Permit G-16885 during this WMCP 20-year planning period. Consequently, this rule does not apply.

5.7 Mitigation Actions under State and Federal Law

OAR 690-086-0170(7)

Under OAR 690-086-0170(7), for expanded or initial diversion of water under an existing permit, the water supplier is to describe mitigation actions it is taking to comply with legal requirements of the Endangered Species Act, Clean Water Act, and other applicable state or federal environmental regulations.

As described above, Florence currently does not intend to expand diversion of water allocated under the undeveloped portion of extended Permit G-16885 during this WMCP 20-year planning period. Consequently, this rule does not apply. However, the City currently is required to take mitigation actions associated with Permit G-16885, including delivery of water to wetlands adjacent to Munsel Creek in late October and diversion of clarified backwash from the City's WTP to the wetlands. The City continues to abide by these two mitigation conditions.

5.8 New Water Rights

OAR 690-086-0170(8)

Under OAR 690-086-0170(8), if a municipal water supplier finds it necessary to acquire new water rights within the next 20 years to meet its projected demand, an analysis of alternative sources of the additional water is required. The analysis must consider availability, reliability, feasibility and likely environmental impacts and a schedule for development of the new sources of water.

Florence currently does not intend to acquire new water rights to meet demands within the next 20 years, so the provisions of this section are not applicable.

Appendix A. Letters to Affected Local Governments



March 4, 2020

Wendy Farley-Campbell, Planning Director
Planning Department
City of Florence
250 Highway 101
Florence, OR 97439

Subject: Water Management and Conservation Plan for the City of Florence

Dear Ms. Farley-Campbell:

The City of Florence (Florence) has developed a Draft Water Management and Conservation Plan (WMCP) to fulfill the requirements of Oregon Administrative Rule Chapter 690, Division 86 of the Oregon Water Resources Department (OWRD). Your review is requested.

Under these rules, a water supplier is required to make its draft plan available for review by each affected local government and seek comments relating to consistency with the local governments' comprehensive land use plans. Please find enclosed an electronic copy of Florence's Draft WMCP.

Please provide comments to me by no later than April 5, 2020. If the plan appears consistent with your agency's Comprehensive Land Use Plan, a letter response to that effect would be appreciated. You may send your comment to me at the address on this letterhead or e-mail them to me directly at: asussman@gsiws.com.

If you have any questions, please feel free to contact me. My telephone number is 541-257-9001. Thank you for your interest.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Sussman", written in a cursive style.

Adam Sussman
Principal Water Resources Consultant

Enclosure



March 4, 2020

Amber Bell, Interim Planning Director
Land Management Division
Lane County
3050 N Delta Hwy
Eugene, OR 97408

Subject: Water Management and Conservation Plan for the City of Florence

Dear Ms. Bell:

The City of Florence (Florence) has developed a Draft Water Management and Conservation Plan (WMCP) to fulfill the requirements of Oregon Administrative Rule Chapter 690, Division 86 of the Oregon Water Resources Department (OWRD). Your review is requested.

Under these rules, a water supplier is required to make its draft plan available for review by each affected local government and seek comments relating to consistency with the local governments' comprehensive land use plans. Please find enclosed an electronic copy of Florence's Draft WMCP.

Please provide comments to me by no later than April 5, 2020. If the plan appears consistent with your agency's Comprehensive Land Use Plan, a letter response to that effect would be appreciated. You may send your comment to me at the address on this letterhead or e-mail them to me directly at: asussman@gsiws.com.

If you have any questions, please feel free to contact me. My telephone number is 541-257-9001. Thank you for your interest.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Sussman", written in a cursive style.

Adam Sussman
Principal Water Resources Consultant

Enclosure



City of Florence

250 Hwy 101, Florence, OR 97439

www.ci.florence.or.us

April 7, 2020

Mr. Sussman,

Thank you for the opportunity to review and comment on the *Draft Water Management and Conservation Plan for the City of Florence, March 2020* (Plan) pursuant to OAR 690-005-0015. City planning staff have reviewed the draft Plan and compared it with the relevant sections, policies, and recommendations of the City of Florence Realization 2020 Comprehensive Plan (Comp Plan). Staff found the Plan to be in compliance with the Comp Plan as noted below:

- The water sources, system description and operating capacity to be the same as discussed in Chapter 11 Facilities of the Comp Plan.
- The Plan's analyses, assumptions and activities do not conflict with any policies or recommendations listed for the City's water system supplies or needs in the Comp Plan.
- Section 5 of the Plan uses the latest population growth forecasts from Portland State University's Population Research Center: *Oregon Population Forecast Program Cycle 1 (2019-2069)*. Florence' Comp Plan population projections in its Introduction were last updated in 2018 and used the most recent population growth forecast: *Oregon Population Forecast Program Cycle 1 (2015-2065)*. The difference is .2 %, decreasing from .9 to .7% growth forecast. The City's Comp Plan should be updated to reflect the most recent projections available.
- The Plan considered the limitations of water service expansion into the UGB due to the agreement in place with the Heceta Water District when applying the .7% population growth rate to forecast service demand.

Again, thank you for the opportunity to comment on the Plan. Please let me know if we can provide any additional comments or answer any questions.

Regards,

Wendy Farley Campbell
Planning Director

Public Works
989 Spruce St.
(541) 997-4106

**City Manager/
City Recorder**
(541) 997-3437

**Community Development:
Planning & Building**
(541) 997-8237

**Finance/
Utility Billing**
(541) 997-3436

Justice Center
900 Greenwood St.
(541) 997-3515

Florence Events Center
715 Quince St.
(541) 997-1994



AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 6
Meeting Date: August 17, 2020
Department: Police Department

ITEM TITLE: Public Safety Video System Upgrade

DISCUSSION/ISSUE:

At a time when national attention is focused on the police, and a call for national police reform, the Florence Police Department and the City of Florence felt it was an ideal time to request the City Council to consider the purchase of a Body-Worn Camera (BWC) system. The video documentation of a policing event can often lead to being able to concentrate on the details of the event quickly and accurately, potentially saving hours of resource and personnel time. A BWC program can improve the civility of police-citizen encounters and enhances the citizen perceptions of police transparency and legitimacy. Also serendipitous to the timing of this request, is the fact our current In-Car Video (ICV) system is reaching its end-of-life, at a similar cost for replacement, but with very limited capabilities compared to a BWC program.

Existing System

Currently, the City of Florence utilizes an ICV system to visual document interactions. Since 2012 we have been utilizing this ICV, manufactured by a company called Watchguard, which involves having a dash camera in nine of the patrol cars. Our current system includes two types of units:

- **DVD System:** The first five ICV units, installed between 2012 and 2015, are used on an “as needed” basis by the officer and the data was only retained for 72 hours unless a DVD was made. These units are not all in fully functioning condition at this point and often not used.
- **Digital System:** The four ICVs purchased between 2016 to 2018 are a fully digital system that stores the data to a USB drive. However, storing this data locally, even in this fragmented form, has proven to be a huge amount of data that is difficult to manage.

For use of either ICV system, using the collected data as evidence requires downloading to a computer, then burning onto a DVD to put into evidence. If the District Attorney’s Office requires discovery, and needs a copy prior to court, as an example, we have to pull the DVD, copy it, and then get it delivered to them. Many hours are consumed in this whole process at times. The ICVs also are limited to use wherever the patrol vehicle is located, which direction it is pointed, and the variations of weather, distance, and lighting.

Proposed System

The Police Department would like to purchase a Body-Worn Camera (BWC) program for the department. This would include the purchase of eighteen (18) cameras, one for each sworn officer of the department, and the coordinating equipment and technical support for the implementation. The first-year cost, which includes implementation and equipment, is \$37,434. The on-going technical, support, equipment replacement, and evidence storage and management costs would be \$18,580 a year.

This proposed Axon BWC program would provide a camera for each officer. They would go where the officer is at the time, could be activated at any time, and also have protocols in the programming to automatically begin recording when the gun or taser is pulled from the officer's duty belt. Additionally, the BWC is activated whenever the lights and siren function are activated in the patrol car or any time a heavy impact is detected to the patrol car. Additionally, it could have the feature of having a supervisor see, in real time, through the officer's camera, what the officer is seeing. This can be an incredible tactical advantage and decision-making advantage to the officer, the supervisor, the City, and the citizens, in reaching the safest outcomes.

The real efficiency in this system is the storage of the data. It is stored by the Axon Company as part of Axon Evidence. All digital evidence is stored on Axon Evidence as part of the management agreement and is owned by the City. A contract is constructed by Axon and the City during the installment process that ensures the City retains all ownership of the data. Should the agreement ever be terminated, Axon will work with the City to securely migrate data either through a no cost option or in some cases a paid service option.

Axon Company has outfitted over 100,000 officers at 6,000 agencies across the Country. The Axon equipment is the leader in the industry and provides each officer with a camera that has best in class image quality, has an imbedded GPS, full-shift battery, extremely rugged, simple operation and display, ironclad security, and precision audio. The contract with Axon also provides for a full-replacement of the units every two and a half years to ensure the optimum operating functionality at no additional cost. The initial contract period would be five years.

The addition of Axon Evidence makes the Axon BWC system more seamless by providing a separate platform in which to store the data. The "back-office" support for BWCs has been very difficult and costly for departments in the past when they have been tasked to do it themselves. Having this separate storage capability, managed by the vendor, provides a more economical and seamless option compared to storing it ourselves. This service costs approximately \$18,580 dollars a year. It provides a 24 hour a day help line, replacement and service of equipment, and the continued replacement of outdated or damaged equipment. Axon Evidence also does the review, redaction, and annotation for all evidence preparation to be shared in court(s), all for this cost.

Policy Updates and Training

Lexipol, our policy subscription service, provides for BWC policies which we will incorporate into our current policy before implementation of the program. Axon provides for the training of the equipment, the roll-out of the program, and the applicable policy review. All of the use of the BWCs and the evidence retention will be according to City and Police Department policy, City Attorney review, and to Oregon Law prior to implementation.

Cooperative Purchasing

Axon Enterprises, Inc. participates in two cooperative purchasing agreements for local governments. Of those two, the National Association of State Procurement Officials (NASPO) agreement has been made available to any Oregon agency that participates in the Oregon

Cooperative Procurement Program (ORCPP) administered by the Oregon Department of Administrative Services. The City of Florence does participate in ORCPP.

The NASPO contract was bid competitively by the State of Oklahoma for public safety video systems in 2017. Through that process, Axon was awarded a contract with an expiration date of 1/31/2021 (Contract No. OK MA 145 015). Under that contract, the State of Oregon entered into a participating addendum in 2017. The contract includes updated costs per item as of June 2020. The quote the City received for this equipment and services utilizes the June 2020 pricing from the NASPO Contract No. OK MA 145 015 used for pricing and purchasing justification. In addition to the contract pricing, the quote includes a discount based on the end of quarter pricing that expired during our request for the quote. Axon has carried over that discount since our inquiries overlapped into the new quarter.

FISCAL IMPACT:

The cost to implement a new public safety is twofold. As with any new software and equipment solution, the first-year cost includes both the equipment, training, and implementation costs, in addition to the annual maintenance and support cost. The following years within the contract will have the ongoing maintenance and support cost. The first-year cost and years two through four costs of the proposed contract are outlined below. Additionally, since this was not budgeted in the current biennium, the source of funding for the first two years are identified.

Year One Cost: \$37,434

Specific Available Funds	Budget
Justice Center Squad Room Remodel	\$ 50,000
Less cost of flooring	(15,730)
<i>Available for BWC</i>	\$ 34,270
Additional funds from vacate patrol position due to COVID-19 and Academy savings	3,164
Total Available Funds for Year 1	\$ 37,434

Years Two to Five: \$18,580

Will be included within the Public Safety budget proposals to be considered by the Budget Committee and City Council for approval.

RELEVANCE TO ADOPTED CITY WORK PLAN:**Goal 1: City Service Delivery – Public Safety: Police**

- Sustain and improve the delivery of cost effective and efficient services to the citizens of Florence and our visitors.

Goal 2: Livability and Quality of Life

- Sustain and improve the City’s livability and quality of life for Florence residents and visitors.

Goal 4: Communication and Trust

- Sustain and improve the City’s communication program and strengthen citizen trust.

ALTERNATIVES:

1. Approve the proposal for the purchase of the Public Safety Video System Upgrade and the program support necessary.
2. Direct staff to look for alternative systems and/or vendors to provide the needed update to the public safety video system.
3. Not approve the proposal for the purchase.

RECOMMENDATION:

Approval of the purchase of an upgraded public safety video system for the Florence Police Department to include system management, technical assistance, and evidence storage management, in the amount of \$37,434 for the first year, including equipment purchases and implementation, and \$18,580 annually thereafter, and authorize the City Manager to proceed with the contract with Axon Enterprises, Inc.

AIS PREPARED BY: Tom Turner, Chief of Police

**CITY MANAGER’S
RECOMMENDATION:**

Approve Disapprove Other

Comments:

Megan Messmer

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 7
Meeting Date: August 17, 2020
Department: Public Works

ITEM TITLE: Authorize the City Manager to sign two 2020 Fund Exchange Program grant agreements between Oregon Department of Transportation and City of Florence.

DISCUSSION/ISSUE:

The Surface Transportation Block Grant Fund (STBG) Exchange Program, commonly referred to as the Fund Exchange Program, provides local agencies a flexible funding option for delivering transportation improvements without being constrained by federal highways administration requirements. The source of the funds are federal fuel taxes that have been allocated to Florence based on our community size and held by Oregon Department of Transportation (ODOT). These funds may be used for projects to preserve and improve conditions on and performance of any federal-aid highway, bridge or tunnel project on any public road, or pedestrian and bicycle infrastructure within drivable right-of-way.

ODOT has an agreement with the Association of Oregon Counties (AOC) and League of Oregon Cities (LOC) which provides STBG funds to cities, counties, and non-Transportation Management Area (TMA) Metropolitan Planning Organizations. Fund Exchange provides an opportunity for local cities and counties to exchange their Federal STBG dollars for State Highway Fund dollars, which removes hard to meet federal standards and requirements.

Fund Exchange provides an opportunity for smaller local communities (typically less than 50,000 in population) to exchange their Federal STBG dollars for State Highway Fund dollars. The exchange rate is 94 cents in state funds for every 1 dollar of federal funds.

We have identified two projects that we would like to utilize our STBG funds on. The first project is the Rhododendron Drive – Wildwinds to 35th Street reconstruction and realignment project. For this project we are requesting to exchange \$284,834.53 in federal funds for \$267,744.46 in state funds. This will cover most of the engineering, survey and geotechnical work on the project.

The second project is the 9th Street – Rhododendron Drive to Kingwood Street grind/inlay project. For this project we are requesting to exchange \$138,274.47 in federal funds for \$129,978 in state funds. The grind/inlay of 9th Street is part of the 16-inch water main replacement project that will be going to bid in late August and set for construction in October 2020. The grind/inlay allows for the resurfacing of 9th Street instead of having a trench patch where the new water main is located.

FISCAL IMPACT:

The STBG Fund Exchange currently contains \$423,109 in Surface Transportation Program (STP) federal dollars allocated to Florence. In using the exchange program, we are able to exchange these federal dollars for \$397,722.46 in state funds. This allows the City to utilize our current standards and practices on projects without having to hire ODOT approved engineers for design services, ODOT approved inspectors, and ODOT approved project managers.

RELEVANCE TO ADOPTED CITY WORK PLAN:

- City Service Delivery – improving, maintaining and enhancing our infrastructure as feasible.
 - Livability & Quality of Life – being responsive to our community’s needs with efficient, effective and sustainable service delivery.
 - Communication & Trust – strengthening citizen trust by cooperatively working with other agencies for the common good.
 - Financial & Organizational Sustainability – utilization of federal funds, in exchange for state dollars, to provide needed safety improvements along Rhododendron Drive and preservation of the street surface along 9th Street.
-

ALTERNATIVES:

1. Authorize the City Manager to sign the two STBG Fund Exchange Program grants with ODOT.
 2. No not authorize the City Manager to sign the STBG Fund Exchange grants.
-

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager or designee sign the Surface Transportation Block Grant Fund (STBG) Exchange Program grant agreements between Oregon Department of Transportation and the City of Florence.

AIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER’S RECOMMENDATION: Approve Disapprove Other
Comments: *Megan Messmer*

ITEM’S ATTACHED: None

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 8
Meeting Date: August 17, 2020
Department: Public Works

ITEM TITLE: Accept fee proposal from Civil West Engineering Services, Inc. of \$35,976 for engineering services for the 31st Street Culvert Improvement Project.

DISCUSSION/ISSUE:

In September 2013, the City solicited proposals from experienced and qualified civil engineering firms, licensed in the State of Oregon, to perform civil and environmental engineering for our capital improvement projects. The City received six proposals, which were then scored and ranked according to the criteria contained in the Request for Qualifications/Proposals. Civil West Engineering Services, Inc. is one of two firms that were selected through that process.

Due to the extremely favorable Coastal Highlands Phase II Stormwater Improvement Project bid, we currently have enough stormwater funds to complete a small project. We currently have two projects that are fully designed and ready to go to bid, unfortunately both projects exceed the available funds. The 2nd and Ivy stormwater project construction costs are estimated at \$375,000 and the 6th and Hemlock stormwater project construction costs are estimated at \$970,000.

One of our smaller projects, the 31st Street Culvert Improvement project, although rather straight forward, is complex due to environmental assessment and regulatory agency coordination (US Army Corp of Engineers, Oregon Department of State Lands and Oregon DEQ). This project is one of the priority projects contained in the 2018 Stormwater Master Plan Update.

The project consists of replacing the two existing 24-inch culverts with a single 36-inch PVC culvert (part of the engineering analysis is to confirm the culvert size through a hydrologic analysis). Additionally, the length of the culvert will be lengthened so that the roadway above it can be widened and the banks of the creek on either side of the roadway be made less steep. This will provide a much more stable roadway.

31st Street is currently the sole access point to not only the Rhodoview Dunes development, but also the City's 500,000 gallon 31st Street water storage tank. By replacing the existing culverts and making improvements to the roadway, we are ensuring the vitality and continuous use of the roadway for the citizens that live in the subdivision and for the City to operate and maintain a sewer pumping facility, water storage tank and water pumping facility.

The proposal from Civil West Engineering Services, Inc. includes data acquisition, final design services, preparation specifications, environmental assessments and regulatory agency coordination, bid phase support, and construction phase support. The proposal is \$35,976. Of that amount, the environmental assessment and regulatory agency coordination represents \$10,868, almost one third of the entire proposal.

The preliminary schedule for the project is:

- | | |
|---|----------------------------|
| • Notice to proceed to Civil West Engineering | August 19, 2020 |
| • 65% design submittal for comments | October 2020 |
| • Regulatory coordination | October 2020- January 2021 |
| • Final Plans | January 2021 |
| • Construction | March -May 2021 |

The above schedule is preliminary and can be modified. Staff has reviewed the proposed scope of services, including the work tasks and fees, and finds the proposal to be adequate and within reason for a project of this scope and environmental complexity.

FISCAL IMPACT:

The engineering fee proposal from Civil West Engineering Services, Inc. is \$35,976. Funding is available to complete the engineering and design services.

RELEVANCE TO ADOPTED COUNCIL GOALS:

The 31st Street Culvert Improvement Project meets Council Goals of:

- City Service Delivery – providing economies of scale by the delivery of cost effective and efficient services.
- Livability & Quality of Life – by replacing undersized facilities with properly sized and lengthened facilities to prevent localized flooding and ensuring the single ingress/egress into a development that also contains key City facilities.
- Communication & Trust – strengthening citizen trust by providing cost effective and efficient planning of stormwater culvert replacements and roadway repair.
- Financial & Organizational Sustainability – leveraging limited resources to provide cost effective solutions to a potential problem area.

ALTERNATIVES:

1. Accept the engineering service proposal from Civil West Engineering Service, Inc.
2. Reject the proposal from Civil West Engineering Service, Inc. and request a proposal from another qualified firm.
3. Reject proposal and do not proceed with project.

RECOMMENDATION:

Staff recommends that the City Council accept the engineering services proposal from Civil West Engineering Service, Inc. and authorize the City Manager to proceed with a professional services contract.

AIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments: *Megan Messmer*

ITEMS ATTACHED: None

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 9
Meeting Date: August 17, 2020
Department: Administration

ITEM TITLE: City of Florence Economic Update

DISCUSSION/ISSUE:

At the August 17, 2020 City Council meeting, staff will provide an update of the City's work toward economic development efforts in response to the COVID-19 crisis including...

- A review of Economic Indicators including those for employment, tourism, and property values;
- Review of the Business Retention & Expansion program and what the City is hearing from our businesses in response to the crisis; and
- What efforts the City has undertaken since March 2020 to respond to the COVID-19 crisis and support the City's economic prospects.

Included with your meeting materials are written summaries of business interviews completed by Rural Development Initiatives (RDI) since their work began in April of 2020 as well as the most recent report on property sales and values for the Florence region.

FISCAL IMPACT:

Staff time to compile and present information.

RELEVANCE TO ADOPTED CITY WORK PLAN:

Goal 3: Economic Development

AIS PREPARED BY: Kelli Weese, City Recorder / Economic Development Coordinator

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments:

Megan Messmer

ITEM'S ATTACHED: **Attachment 1** – Rural Development Initiatives Updates

- June 12, 2020
- July 29, 2020

Attachment 2 – Mid-Year 2020 Greater Florence Residential Market Review, by Tawfik Ahdab – Pacific Valuation Group

RDI Business Interview Update

June 12, 2020

Over the past few weeks, RDI has been conducting interviews with a number of business owners in the city of Florence. These interviews have been 20-40 minute conversations about how these businesses are dealing with the additional challenges during this COVID period. We have spoken with 12 different business owners ranging from retail businesses, restaurants, independent contractors, and other businesses impacted by COVID. We have more interviews scheduled, but here are some general trends that we have seen throughout our conversations with business owners so far.

General business challenges:

Loss of customer base

Florence businesses have experienced a substantial drop in revenue over 2020. Many businesses in Florence depend on tourists to survive, and COVID has limited the amount of travel to Florence. But even businesses who mostly have a local clientele have expressed that they have had trouble attracting customers to their businesses. Customers have clearly been more cautious, but some businesses point to challenges in competing with online sales and larger retailers. Several business owners expressed that they would like to see the City take a more active role in encouraging Florence residents to shop local and support small businesses.

Burdensome regulations

While the vast majority of business owners understand the need for additional safety measures to protect themselves, their customers, and their employees, some point out that these measures come with significant cost and inconvenience. Initial interviews revealed that several businesses had challenges even finding cleaning equipment, and even when they did, the costs of the materials were high. An even higher cost is maintaining the cleaning regimen necessary to keep a business safe for customers. Smaller businesses with few or no employees expressed that even if they had customers, they had to slow their business to clean. Some businesses admitted that they had to roll back safety measures because of the additional cost and inconvenience.

Communicating with customers

A larger challenge that businesses are confronting is properly communicating their hours, policies, and changes with customers. While some expressed that they were able to communicate with their customers via Facebook or other public platforms, others have faced challenges of customers not knowing whether the business is open or not or customers not knowing changes in store policies. This has also placed businesses in awkward situations. Some customers have expressed displeasure with changes in store policies that require social distancing or masks, and business owners are unsure how they can enforce their store policies.

Challenges for new businesses, small businesses, independent contractors, and non-English speaking business owners

Financing, Financing, Financing

In my initial interviews, I found that most business owners were able to access financing through government loan programs. Further interviewing found that many businesses were not able to access public loan programs or that the loan programs were insufficient. This was particularly the case for new business owners and independent contractors. Financial problems are confounded by extra business costs. While some businesses expressed that they were able to get rent relief from their landlords, those who were less connected and integrated in the community were not offered similar relief.



Support for non-English speaking business owners

While there were not many non-English speaking business owners interviewed, the ones that were expressed a lack of business support. Those business owners often relied on informal networks of other Spanish-speaking business owners to help keep their business afloat. While it should be mentioned that there are Spanish language resources for these businesses, many of these are not available at the local level, or at least, are not sufficiently advertised.

Technology support

Several businesses mentioned that COVID had changed the way that they have had to do business; for some, this meant looking for technological solutions. Retailers sought to move sales online, while other businesses needed the ability to allow employees to work from home. In all of these cases, business owners needed to adopt technology that was both costly and required additional skills. A couple businesses mentioned specific requests for the community to put on website development trainings. Others wondered if there were opportunities for businesses to share the costs of new technologies.

Gratitude

Overall, business owners have been thankful to be interviewed, but have also expressed gratitude towards the community as a whole. The Chamber of Commerce has been singled out as a positive example for business support. Businesses have expressed that the Chamber has provided good information on how businesses should react, and has provided good networking opportunities for businesses to learn from each other.

Businesses are particularly thankful to the Florence community for their continued support. Without the business of local residents, none of these businesses would be able to continue to exist. When asked what they would say to the community as a whole, the majority of business owners expressed that they need the continued support of the community.



RDI Business Interview Update

July 29, 2020



RDI has continued to survey businesses throughout Florence throughout the summer. Continuing work that began in May, RDI has reached out to business owners for 20-40 minute conversations on how their businesses have shifted to adapt to the “new normal” created by the COVID 19 crisis. While initial interviews primarily focused on retail businesses and restaurants, we have specifically reached out to businesses in the construction and real estate sectors, while continuing to hear from restaurant and shop owners. Many of the trends have been similar or the same, however, as time has passed, we have begun to see new themes emerging. This document outlines a few of those new themes.

General business challenges:

Mixed feelings on Reopening

The vast majority of Florence retail businesses and restaurants have experienced large drops in revenue this year due to closures in the late spring. While re-opening and the development of new revenue streams has brought some relief for businesses, many business owners are still concerned about the impact that re-opening will have on themselves and their employees. As more and more tourists come to the city, business owners have concerns that out-of-towners are unwittingly bringing in the virus. As one owner commented, “Most years we love tourists, but this year they should stay home.” Many business owners want to work towards a way that the community can support them without bringing in undue risk.

Supply Chain Challenges

Across the board, from restaurants, to retailers, to construction contractors, most businesses said that they had experienced supply chain problems. This included finding essential supplies, accessing product to sell, as well as just experiencing higher prices for items that they need to run their business. While many products are specific for their business or industry, there are some commonalities amongst the needs of businesses. Cleaning products and PPE still seem to be in short supply, or can only be purchased at a high price. There is a food shortage amongst restaurant owners, and several restaurants have been forced to change their menus. There may be opportunities for the community to help, or for businesses to work together to find solutions, or for local entrepreneurs to expand their businesses to fill the gap.

Work Force Challenges

As businesses re-open, a new challenge has been finding workers who are willing to confront the risk that comes with going to work. Several employers have stated that they feel like the unemployment provisions from the CARES Act have dis-incentivized folks from coming back. Other employers mentioned that they had employees with health concerns or pre-existing conditions that made them too fearful to work at a business where they could potentially be exposed to COVID. Most businesses have taken measures to make their buildings more safe, but the risk of COVID is too high for many. Businesses could use help finding workers for at least temporary work, who are at a lower health risk.

Need for Clarity and Flexibility

A common refrain amongst business owners is that they have experienced challenges keeping up to date with state regulations. Construction contractors were particularly animated about this issue, expressing that they were unsure when they could be in the same space as the client, how far they needed to be away from other contractors working on the same property, and what kind of precautions they needed to take to ensure safety for everyone. Restauranters have had similar challenges, although many of their challenges come from ensuring compliance amongst their employees. The constant changes to restrictions have resulted in some folks feeling



like they cannot maintain regulations, and have resulted in business owners being more lose with compliance. While providing clarity could be helpful, business owners requested patience with them while they attempt to comply with regulations.

Horror Stories

Intriguingly, several business owners mentioned negative stories that they had either heard or experienced during the COVID crisis. The majority of these were negative experiences with customers who did not want to comply with business policies. In several occasions, these instances have resulted in yelling matches with customers or even the business owner being forced to call the police. Fear of regulators have also resulted in the proliferation of stories. One business owner had heard that OSHA was being particularly strict. According the business owner, a regulator was tricking businesses into breaching code compliance so he could fine the business. Fear and frustration seems to be the base of many of these stories and have allowed stories to spread. The community could do well to assuage the fears of business owners while also establishing a culture of community mutual care.

Need for Patience and Communication

Overall, the themes that I hear speaking to the Florence business community express a need for additional thoughtfulness, patience and communication amongst community leaders, business owners, and employees alike. The community could help alleviate business fears by communicating their support for businesses and potentially working with local code enforcement to ensure business owners feel safe to conduct business. Business owners must be aware of employee health concerns and should do their best to meet employee needs, while the community could work to help businesses find potential employees.

While the business owners did continue to express gratitude to the community, there does seem to be room for continued compassion and help. Businesses need patience as they try to continue to do business and maintain safety for their customers and employees. Building community support systems while maintaining the idea of Florence as a community will ensure that these businesses survive this difficult time.



Mid-Year 2020 Greater Florence Residential Market Review

By Tawfik Ahdab

State Certified Residential Appraiser
Real Estate Market Analyst
Pacific Valuation Group

The following is a breakdown of all **single family residential** market data obtained from Paragon MLS, and subsequently from RMLS, to which the Central Oregon Board of Realtors switched in March 2006.

Under the current MLS system, the Greater Florence market area is defined as comprising MLS areas 225, 226, 227, 228, 229, 230, 231, and 238.

Data source: RMLS. DOM represents mean Days on Market.

Expired Ratio – The percentage yielded by dividing the sum of expired listings in a given time period by the sum of sold properties during that same period, whether in a given neighborhood, or market-wide, as specified. Also known as the ratio of expired to sold. The lower the expired ratio figure, the greater the indication of demand strength. Conversely, the higher the expired ratio, the greater the indication of demand weakness.

Greater Florence Quarterly Market Data by Recent Quarters

Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q2 2006	94	\$24,464,000	\$260,253	\$233,579	110	23	24%
Q3 2006	87	\$27,104,000	\$311,535	\$255,000	119	49	56%
Change	-7	\$2,640,000	\$51,282	\$21,421	9	26	32%
% Change	-7.45%	10.79%	19.70%	9.17%	8.18%	113.04%	32%
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q3 2006	87	\$27,104,000	\$311,535	\$255,000	119	49	56%
Q4 2006	63	\$20,342,000	\$322,895	\$229,000	153	105	167%
Change	-24	-\$6,762,000	\$11,360	-\$26,000	34	56	111%
% Change	27.59%	-24.95%	3.65%	-10.20%	28.57%	114.29%	111%
Q4 2006	63	\$20,342,000	\$322,895	\$229,000	153	105	167%
Q1 2007	70	\$18,465,000	\$263,790	\$213,750	130	70	100%
Change	7	-\$1,877,000	-\$59,105	-\$15,250	-23	-35	-67%
% Change	11.00%	-9.23%	-18.30%	-6.66%	-15.03%	-33.33%	-67%

Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q1 2007	70	\$18,465,000	\$263,790	\$213,750	130	70	100%
Q2 2007	73	\$23,319,000	\$319,433	\$250,000	145	32	44%
Change	3	\$4,854,000	\$52,413	\$36,250	15	-38	-56%
% Change	4.29%	26.89%	21.09%	16.96%	11.54%	-54.29%	-56%

Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q2 2007	73	\$23,319,000	\$319,433	\$250,000	145	32	44%
Q3 2007	97	\$26,275,000	\$270,877	\$245,000	170	77	79%
Change	24	\$2,956,000	-\$48,556	-\$5,000	25	45	35%
% Change	32.88%	12.67%	-15.20%	-2.00%	17.24%	140.63%	35%

Q3 2007	97	\$26,275,000	\$270,877	\$245,000	170	77	79%
Q4 2007	65	\$18,223,000	\$280,354	\$233,020	141	110	169%
Change	-32	-\$8,052,000	\$9,477	-\$11,980	-29	33	90%
% Change	32.99%	-30.65%	3.99%	-4.89%	-17.06%	42.86%	90%

Q4 2007	65	\$18,223,000	\$280,354	\$233,020	141	110	169%
Q1 2008	44	\$10,642,000	\$241,680	\$225,000	230	53	120%
Change	-21	-\$7,591,000	-\$38,674	-\$8,020	89	-57	-49%
% Change	-32.31%	-41.63%	-13.79%	-3.44%	63.12%	-51.82%	-49%

Q1 2008	44	\$10,642,000	\$241,680	\$225,000	230	53	120%
Q2 2008	56	\$13,709,000	\$244,808	\$233,500	211	41	73%
Change	12	\$3,067,000	\$3,128	\$8,500	-19	-12	-47%
% Change	27.27%	28.82%	1.29%	3.78%	-8.26%	-22.64%	-47%

Q2 2008	56	\$13,709,000	\$244,808	\$233,500	211	41	73%
Q3 2008	58	\$13,697,000	\$236,162	\$179,450	200	55	95%
Change	2	-\$12,000	-\$8,646	-\$54,050	-11	14	22%
% Change	3.57%	-0.32%	-3.53%	-23.15%	-5.21%	34.15%	22%

Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q3 2008	58	\$13,697,000	\$236,162	\$179,450	200	55	95%
Q4 2008	55	\$13,423,000	\$244,047	\$224,900	210	110	200%
Change	-3	-\$274,000	-\$7,885	\$45,450	10	55	105%
% Change	-5.17%	-2.00%	-3.34%	25.33%	5.00%	100.00%	105%
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q4 2008	55	\$13,423,000	\$244,047	\$224,900	210	110	200%
Q1 2009	32	\$6,822,000	\$213,200	\$205,000	207	60	188%
Change	-23	-\$6,601,000	-\$30,847	-\$19,900	-3	-50	-12%
% Change	-41.82%	-49.18%	-12.64%	-8.85%	-1.43%	-45.45%	-12%
Q1 2009	32	\$6,822,000	\$213,200	\$205,000	207	60	188%
Q2 2009	39	\$7,637,000	\$195,813	\$179,900	211	65	166%
Change	7	\$815,000	-\$17,387	-\$25,100	4	5	-22%
% Change	17.95%	11.95%	-8.16%	-12.24%	1.93%	-8.33%	-22%
Q2 2009	39	\$7,637,000	\$195,813	\$179,900	211	65	166%
Q3 2009	73	\$15,482,000	\$212,065	\$205,000	266	57	78%
Change	34	\$7,845,000	\$16,252	\$25,100	55	-8	-88%
% Change	87.18%	102.72%	8.30%	13.95%	26.07%	-12.31%	-88%
Q3 2009	73	\$15,482,000	\$212,065	\$205,000	266	57	78%
Q4 2009	78	\$14,975,000	\$191,985	\$165,000	216	86	110%
Change	5	-\$507,000	-\$20,080	-\$40,000	50	29	32%
% Change	6.85%	-3.27%	-9.47%	-19.51%	-19.00%	50.88%	32%
Q4 2009	78	\$14,975,000	\$191,985	\$165,000	216	86	110%
Q1 2010	55	\$10,957,000	\$199,223	\$150,000	155	54	98%
Change	-23	-\$4,018,000	\$7,328	-\$15,000	-61	-32	-12%
% Change	-29.49%	-26.83%	3.78%	-9.10%	-28.24%	-37.21%	-12%

Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q1 2010	55	\$10,957,000	\$199,223	\$150,000	155	54	98%
Q2 2010	71	\$12,738,000	\$179,404	\$159,500	187	45	63%
Change	16	\$1,781,000	-\$19,829	\$9,500	32	-9	-35%
% Change	29.10%	16.25%	-9.95%	6.33%	20.65%	-16.67%	-35%
Q2 2010	71	\$12,738,000	\$179,404	\$159,500	187	45	63%
Q3 2010	63	\$11,654,000	\$184,977	\$174,200	277	58	92%
Change	-8	-\$1,084,000	\$5,573	\$14,700	90	13	29%
% Change	-11.27%	-8.51%	3.11%	9.22%	48.13%	28.89%	29%
Q3 2010	63	\$11,654,000	\$184,977	\$174,200	277	58	92%
Q4 2010	66	\$12,366,000	\$187,359	\$182,450	205	93	141%
Change	3	\$712,000	\$2,382	\$8,250	-72	35	49%
% Change	4.76%	6.11%	1.29%	4.74%	-26.00%	60.34%	49%
Q4 2010	66	\$12,366,000	\$187,359	\$182,450	205	93	141%
Q1 2011	41	\$7,366,000	\$179,649	\$163,000	180	55	143%
Change	-25	-\$5,000,000	-\$7,710	-\$19,450	-25	-38	2%
% Change	-37.88%	-40.43%	-4.12%	-10.66%	12.20%	-40.86%	2%
Q1 2011	41	\$7,366,000	\$179,649	\$163,000	180	55	143%
Q2 2011	62	\$10,872,000	\$175,353	\$157,976	149	66	106%
Change	21	\$3,506,000	-\$4,296	-\$5,024	-31	11	-37%
% Change	51.22%	47.60%	-2.39%	-3.08%	-17.22%	20.00%	-37%
Q2 2011	62	\$10,872,000	\$175,353	\$157,976	149	66	106%
Q3 2011	72	\$13,971,000	\$194,042	\$167,978	182	48	67%
Change	10	\$3,099,000	\$18,689	\$10,002	33	-18	-33%
% Change	16.13%	28.51%	10.66%	6.33%	2215.00%	-12.08%	-33%

Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q3 2011	72	\$13,971,000	\$194,042	\$167,978	182	48	67%
Q4 2011	60	\$10,378,000	\$172,962	\$151,250	208	84	67%
Change	-12	-\$3,593,000	-\$21,080	-\$16,728	26	36	140%
% Change	-16.67%	-25.72%	-10.86%	-9.96%	14.29%	75.00%	140%
Q4 2011	60	\$10,378,000	\$172,962	\$151,250	208	84	67%
Q1 2012	69	\$12,060,000	\$174,778	\$165,000	279	37	54%
Change	9	\$1,682,000	\$1,816	\$13,800	71	-47	-13%
% Change	15.00%	16.21%	1.05%	9.12%	34.13%	-55.95%	-13%
Q1 2012	69	\$12,060,000	\$174,778	\$165,000	279	37	54%
Q2 2012	80	\$12,699,000	\$158,368	\$152,250	258	47	59%
Change	11	\$639,000	-\$16,410	-\$12,750	-11	10	5%
% Change	15.94%	5.30%	-9.39%	-7.73%	-4.00%	27.03%	5%
Q2 2012	80	\$12,699,000	\$158,368	\$152,250	258	47	59%
Q3 2012	86	\$14,217,000	\$165,313	\$153,500	238	43	50%
Change	6	\$1,518,000	\$6,945	\$1,250	-20	-4	-9%
% Change	7.50%	11.95%	4.39%	0.82%	-7.76%	-8.51%	-9%
Q3 2012	86	\$14,217,000	\$165,313	\$153,500	238	43	50%
Q4 2012	76	\$14,041,000	\$184,752	\$161,700	236	91	120%
Change	-10	-\$176,000	\$19,439	\$8,200	-2	48	70%
% Change	-11.63%	11.95%	11.76%	5.34%	0.84%	111.63%	70%
Q4 2012	76	\$14,041,000	\$184,752	\$161,700	236	91	120%
Q1 2013	77	\$14,421,000	\$187,288	\$163,400	235	76	97%
Change	1	\$380,000	\$2,536	\$1,700	-1	-15	-23%
% Change	1.32%	2.71%	1.37%	1.05%	-0.42%	-16.48%	-23%

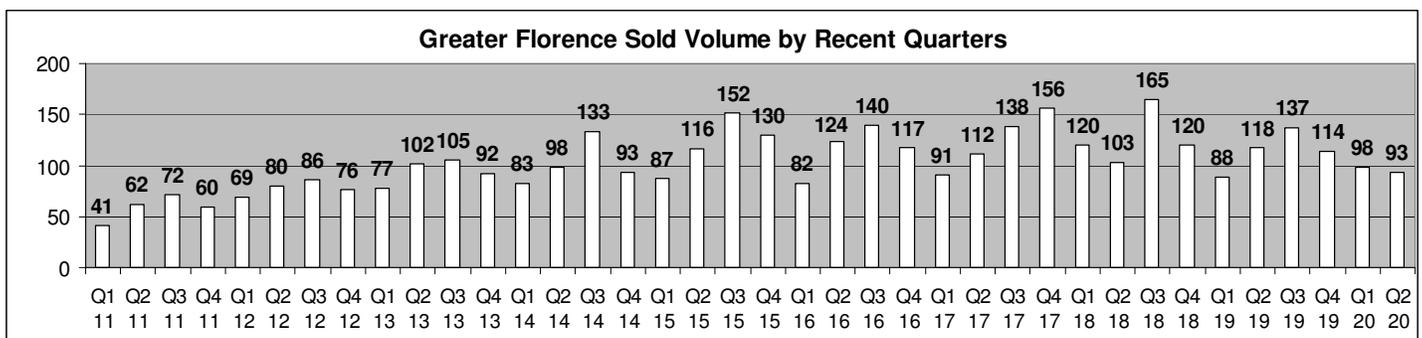
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q1 2013	77	\$14,421,000	\$187,288	\$163,400	235	76	97%
Q2 2013	102	\$19,280,000	\$189,021	\$162,000	225	118	116%
Change	25	\$4,859,000	\$1,733	-\$1,400	-10	40	19%
% Change	32.47%	33.69%	0.93%	-0.86%	-4.25%	52.63%	19%
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q2 2013	102	\$19,280,000	\$189,021	\$162,000	225	118	116%
Q3 2013	105	\$18,476,000	\$175,962	\$161,500	186	36	34%
Change	3	-\$804,000	-\$13,059	-\$500	-39	-82	-82%
% Change	2.94%	-4.17%	-6.91%	-0.26%	-17.33%	-69.50%	-82%
Q3 2013	105	\$18,476,000	\$175,962	\$161,500	186	36	34%
Q4 2013	92	\$20,102,000	\$218,499	\$190,750	208	77	90%
Change	-13	\$1,626,000	\$42,573	\$29,250	22	41	84%
% Change	-12.38%	8.80%	24.17%	18.10%	11.83%	113.89%	84%
Q4 2013	92	\$20,102,000	\$218,499	\$190,750	208	77	84%
Q1 2014	83	\$15,756,000	\$189,831	\$173,000	185	32	39%
Change	-9	-\$4,346,000	-\$28,668	-\$17,750	-23	-45	-54%
% Change	-9.78%	-21.62%	-13.12%	-9.31%	-11.06%	-5.84%	-54%
Q1 2014	83	\$15,756,000	\$189,831	\$173,000	185	32	39%
Q2 2014	98	\$17,571,000	\$179,295	\$161,750	173	73	74%
Change	15	\$1,815,000	-\$10,536	-\$11,250	-12	41	35%
% Change	18.07%	11.52%	-5.55%	-6.50%	-6.49%	128.25%	35%
Q2 2014	98	\$17,571,000	\$179,295	\$161,750	173	73	74%
Q3 2014	133	\$26,861,000	\$201,963	\$170,000	165	37	28%
Change	35	\$9,290,000	\$22,668	\$8,250	-8	-36	-46%
% Change	36.46%	52.87%	12.64%	5.10%	-4.62%	-49.32%	-46%

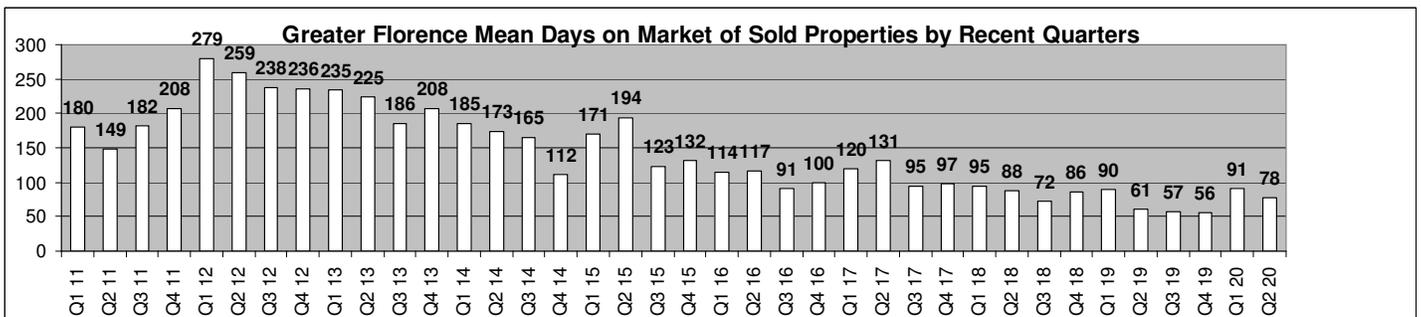
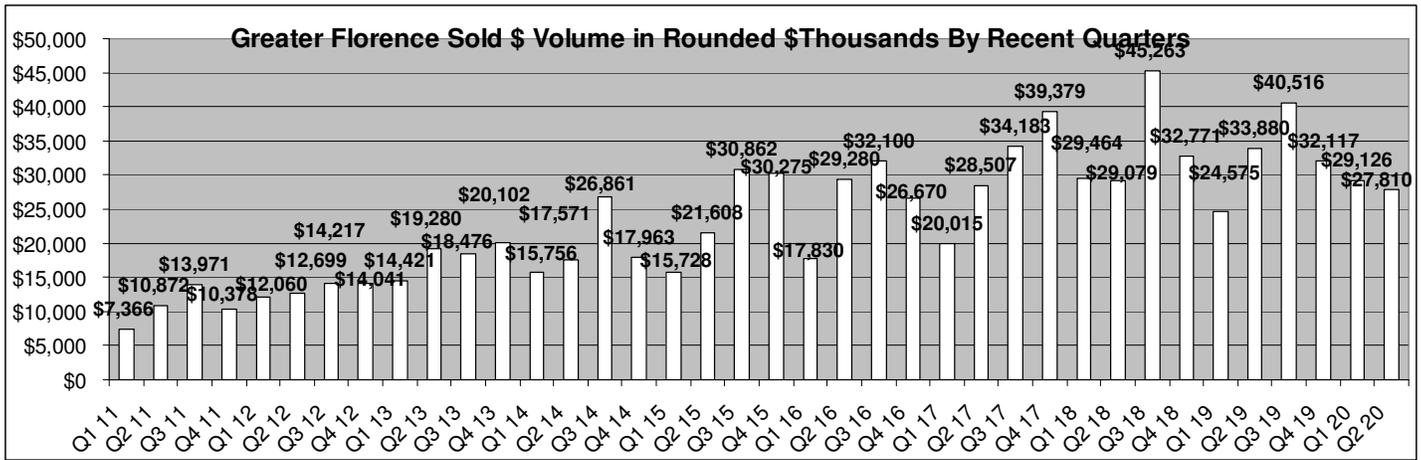
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q3 2014	133	\$26,861,000	\$201,963	\$170,000	165	37	28%
Q4 2014	93	\$17,963,000	\$193,146	\$183,000	112	69	74%
Change	-40	-\$8,898,000	-\$8,817	\$13,000	-53	32	38%
% Change	-30.08%	-33.13%	-4.37%	7.65%	-32.12%	86.49%	38%
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q4 2014	93	\$17,963,000	\$193,146	\$183,000	112	69	74%
Q1 2015	87	\$15,728,000	\$180,779	\$165,000	171	29	33%
Change	-5	-\$2,235,000	-\$12,367	-\$18,000	59	-40	-41%
% Change	-5.38%	-12.44%	-6.40%	-9.84%	52.68%	-57.97%	-41%
Q1 2015	87	\$15,728,000	\$180,779	\$165,000	171	29	33%
Q2 2015	116	\$21,608,000	\$186,272	\$170,000	194	19	16%
Change	29	\$5,880,000	\$5,493	\$5,000	23	-10	-17%
% Change	33.33%	37.39%	3.04%	3.03%	13.45%	-34.48%	-17%
Q2 2015	116	\$21,608,000	\$186,272	\$170,000	194	19	16%
Q3 2015	152	\$30,862,000	\$203,042	\$186,250	123	31	20%
Change	36	\$9,254,000	\$16,770	\$16,250	-71	12	4%
% Change	31.03%	42.83%	9.00%	9.53%	-36.60%	63.16%	4%
Q3 2015	152	\$30,862,000	\$203,042	\$186,250	123	31	20%
Q4 2015	130	\$30,275,000	\$232,888	\$224,000	132	68	52%
Change	-22	-\$587,000	\$29,846	\$37,800	9	37	32%
% Change	-14.47%	-1.90%	14.70%	20.30%	7.32%	119.35%	32%
Q4 2015	130	\$30,275,000	\$232,888	\$224,000	132	68	52%
Q1 2016	82	\$17,830,000	\$217,437	\$207,000	114	35	43%
Change	-48	-\$12,445,000	-\$15,451	-\$17,000	-18	33	-9%
% Change	-36.92%	-41.11%	-7.11%	-7.59%	-13.64%	-48.53%	-9%

Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q1 2016	82	\$17,830,000	\$217,437	\$207,000	114	35	43%
Q2 2016	124	\$29,280,000	\$236,129	\$210,700	117	11	9%
Change	42	\$11,450,000	\$18,692	\$3,700	3	-24	-34%
% Change	51.22%	64.22%	8.60%	1.79%	2.63%	-68.57%	-34%
Q2 2016	124	\$29,280,000	\$236,129	\$210,700	117	11	9%
Q3 2016	140	\$32,051,000	\$228,939	\$220,000	91	30	21%
Change	16	\$2,771,000	-\$7,190	\$9,300	-26	19	12%
% Change	12.90%	9.46%	-3.04%	4.41%	-22.22%	172.73%	12%
Q3 2016	140	\$32,051,000	\$228,939	\$220,000	91	30	21%
Q4 2016	117	\$26,670,000	\$227,946	\$202,000	100	49	42%
Change	16	-\$5,381,000	-\$993	-\$18,000	9	19	21%
% Change	-16.43%	-16.79%	-0.43%	-8.18%	9.89%	63.33%	21%
Q4 2016	117	\$26,670,000	\$227,946	\$202,000	100	49	42%
Q1 2017	91	\$20,015,000	\$219,948	\$203,000	120	22	24%
Change	-26	-\$6,655,000	-\$7,998	\$1,000	20	27	-18%
% Change	-22.22%	-24.95%	-3.51%	0.49%	20.00%	-55.10%	-18%
Q1 2017	91	\$20,015,000	\$219,948	\$203,000	120	22	24%
Q2 2017	112	\$28,507,000	\$254,529	\$237,750	131	15	13%
Change	21	\$8,492,000	\$34,581	\$34,750	11	-7	-11%
% Change	23.08%	42.43%	15.72%	17.12%	9.17%	-31.82%	-11%
Q2 2017	112	\$28,507,000	\$254,529	\$237,750	131	15	13%
Q3 2017	138	\$34,183,000	\$247,704	\$221,450	95	12	9%
Change	26	\$5,676,000	-\$6,825	-\$16,300	-36	-3	-4%
% Change	23.21%	19.91%	-2.68%	-6.86%	-27.48%	-20.00%	-4%

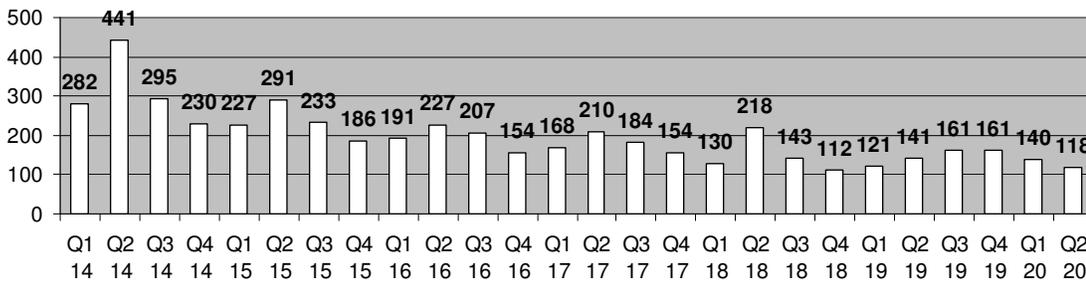
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q3 2017	112	\$28,507,000	\$254,529	\$237,750	131	15	13%
Q4 2017	156	\$39,379,000	\$245,678	\$237,250	97	36	23%
Change	44	\$10,872,000	-\$8,851	-\$500	-34	16	10%
% Change	39.29%	38.14%	-3.48%	-0.21%	-25.95%	106.67%	10%
Q4 2017	156	\$39,379,000	\$245,678	\$237,250	97	36	23%
Q1 2018	120	\$29,464,000	\$245,532	\$232,500	95	22	18%
Change	-36	-\$9,915,000	-\$146	-\$4,750	-2	-14	-5%
% Change	-23.08%	-25.18%	0.00%	-0.02%	-0.02%	-38.89%	-5%
Q1 2018	120	\$29,464,000	\$245,532	\$232,500	95	22	18%
Q2 2018	103	\$29,079,000	\$282,322	\$265,000	88	9	9%
Change	-17.00%	-\$385,000	\$36,790	\$32,500	-7	-13	-9%
% Change	-14.17%	-1.31%	14.98%	14.00%	-7.37%	-59.00%	-9%
Q2 2018	103	\$29,079,000	\$282,322	\$265,000	88	9	9%
Q3 2018	166	\$45,903,000	\$276,521	\$264,500	72	22	13%
Change	63	\$16,824,000	-\$5,801	-\$500	-16	13	4%
% Change	61.17%	57.86%	-2.05%	-0.19%	-18.18%	144.44%	4%
Q3 2018	166	\$45,903,000	\$276,521	\$264,500	72	22	13%
Q4 2018	121	\$34,109,000	\$273,134	\$255,000	86	38	31%
Change	-45	-\$11,794	-\$3,387	-\$9,500	14	16	18%
% Change	-27.11%	-0.03%	-1.22%	-3.85%	19.44%	72.73%	18%
Q4 2018	121	\$34,109,000	\$273,134	\$255,000	86	38	31%
Q1 2019	88	\$24,575,000	\$279,265	\$262,450	90	12	14%
Change	-33	-\$9,534,000	\$6,131	\$7,450	4	-26	-17%
% Change	-27.27%	-27.95%	2.24%	-2.92%	4.65%	-68.42%	-17%
Q1 2019	88	\$24,575,000	\$279,265	\$262,450	90	12	14%
Q2 2019	118	\$33,880,000	\$287,120	\$266,944	61	7	6%
Change	30	\$9,305,000	\$7,855	\$4,494	-29	5	-8%

% Change	34.09%	37.86%	2.81%	1.71%	-23.33%	-41.67%	-8%
Quarter	Sold	Sold \$ Volume	Mean Sale Price	Median Sale Price	Mean DOM	Expired	Expired Ratio
Q2 2019	118	\$33,880,000	\$287,120	\$266,944	61	7	6%
Q3 2019	137	\$40,516,000	\$295,740	\$280,000	57	12	9%
Change	19	\$6,636,000	\$8,620	\$13,056	-4	5	3%
% Change	16.10%	19.59%	3.00%	4.89%	-6.56%	71.43%	3%
Q3 2019	137	\$40,516,000	\$295,740	\$280,000	57	12	9%
Q4 2019	114	\$32,117,000	\$281,725	\$267,000	56	32	28%
Change	-23	-\$8,399,000	-\$14,015	-\$13,000	-1	20	19%
% Change	-16.79%	-20.73%	-4.74%	-4.64%	-1.75%	166.67%	19%
Q4 2019	114	\$32,117,000	\$281,725	\$267,000	56	32	28%
Q1 2020	98	\$29,126,000	\$297,202	\$250,000	91	13	13%
Change	-16	-\$2,991,000	\$15,477	-\$17,000	35	-19	-15%
% Change	-14.04%	-9.31%	5.49%	-6.37%	62.50%	-59.38%	-15%
Q1 2020	98	\$29,126,000	\$297,202	\$250,000	91	13	13%
Q2 2020	93	\$27,810,000	\$299,035	\$279,000	78	15	11%
Change	-5	-\$1,316,000	\$1,833	\$29,000	-13	2	-2%
% Change	-5.10%	-4.52%	.062%	11.60%	-14.29%	-15.38%	-2%

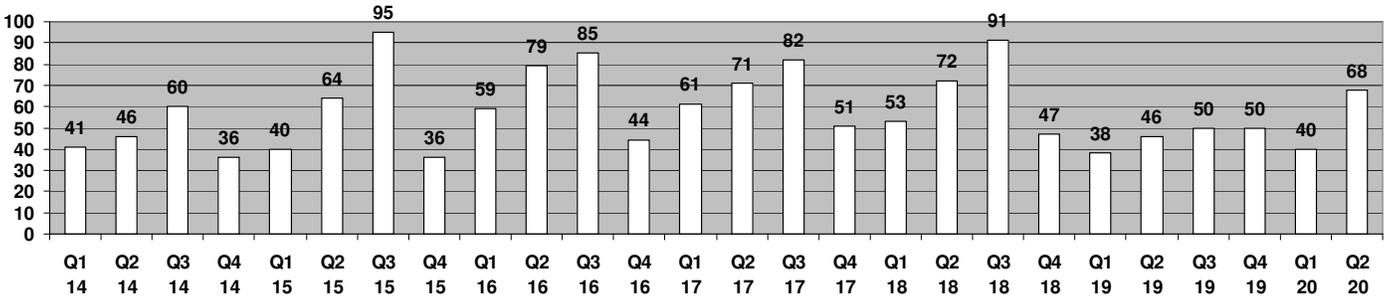




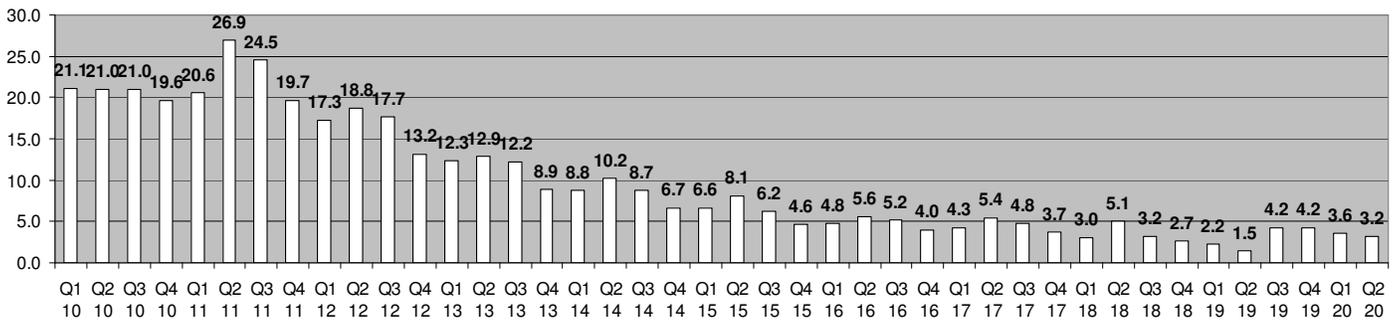
Greater Florence Active listings as of the Last Day of The Quarter by Recent Quarters



Greater Florence Single Family Residential Pending Sales As of the Last Day of the Quarter by Recent Quarters



Greater Florence Area Single Family Residential Months' Supply by Recent Quarters



Comments and Outlook for 2020 – version B

This revised report supersedes the one recently issued and dated 07/10/2020.

This analyst is grateful to Andy Johnson of Coldwell Banker Coast Real Estate for his eagle-eyed scrutiny of the previous version of the mid-year 2020 report, and his gentle signaling of its errors. This revised and corrected report is therefore dedicated to him.

The corrections made were to the second quarter 2020 section of the quarterly data, with consequent alterations made to the related graphs. This did not affect the months' supply or pending sale information presented earlier, but was relegated to second quarter of 2020 data only.

As of mid-year 2020, the months' supply had settled near the 3.5 months' range established in the first quarter of this year, comfortably more than double mid-year 2019's alarming figure. While the listing inventory remains tight at mid-year 2020 with only 118 active single family residential listings (which is the lowest it has been at the equivalent point in time in at least 15 years), this has been offset by the highest second-quarter pending sales volume in two years, attesting to ongoing vigorous market demand. Pending sales activity so far this year not only appears undiminished by the COVID-19 pandemic, but perhaps even invigorated by it, as some sellers have sought to flee the big city and relocate to the safer haven of our more fresh and airy clime. We are indeed lucky to live here, and buyers seem eager to share in our good fortune. Now if only we could build or have for them more homes to choose from, we would likely experience an even greater influx of refugees – er, in-migrating residents – than already want to relocate to the Greater Florence area.

The latest figure of 92 Greater Florence area single family residential closed sales during the second quarter of 2020 demonstrated some weakness compared to all second quarters since 2012, and was 21.19% lower than the sales clume of 118 set in the second quarter of 2019. This is not surprising given the ongoing COVID-19 crisis. Accompanying this milestone, however, the mean price of closed sales during the second quarter of 2020 reached a record \$299,202, with the median brushing the historical quarterly record at the sale price of \$279,000.

As of mid-year 2020, there were 192 sales in the first 182 days of this year, or 1.055 single family residential units sold per calendar day. By simple extrapolation, the volume of anticipated sales during all of 2020 is expected to reach 385 living units, down an expected 16.12% from the 459 measured in 2019. This represents a significant anticipated drop from last year. Based on recent local market trends, much of the slowdown would, however, be attributable not to a decline in demand, but rather, to a relative supply shortage. Again, the high number of pending sales as against the low inventory as of mid-year 2020 proves it. In this environment, demand will likely continue to exceed supply, with consequent ongoing price appreciation. Mind you, this prognostication is being made amid the enormous social and economic disruption caused by the pandemic, and the near future may hold surprises that this market analyst lacks the imagination to foresee, so be kind when - and not if - he turns out to be wrong.



Certified Residential Appraiser
Real Estate Market Analyst

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 10
Meeting Date: August 17, 2020
Department: Various

ITEM TITLE: GENERAL REPORTS – *Council Question & Answer Only – No Presentations*

- Quarterly Financial Report
- July Committee, Commission & Volunteer Reports



City of Florence, Oregon
Financial Report
Quarter Ended June 30, 2020

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August 17, 2020

Dear Mayor Henry, City Councilors, Citizens of Florence and other interested individuals;

We are pleased to report on activities and progress we have made on Council goals on behalf of the City of Florence for the fourth quarter of the Biennium ended June, 2021. The report includes comparisons of actual to budgeted amounts, a City-wide summary of beginning fund balance, current period resources and expenditures, and the ending fund balance for all funds and narrative explaining results and highlights for the quarter. The financial information presented is unaudited and any significant adjustment are noted.

In light of the Governor's Stay Home, Stay Safe mandate, the City realized, and is still realizing, revenue losses. The funds most affected by the economic closure are the Water Fund, Wastewater Fund, and Lodging Tax Fund. The effects will be discussed in greater detail in the fund summaries. Both water and wastewater services saw reductions as businesses closed and usage slowed. And, as major city events were cancelled, reservations in lodging establishments declined causing a decrease in lodging taxes. It is still unclear how the pandemic will affect property taxes, but it is anticipated that collection rates will fall one to two percent as families and businesses attempt to survive on less income. COVID-19 still remains a concern and the economic effects will be closely monitored during the next fiscal year.

While local utilities have yet to see revenue relief from either the State or Federal governments, the Coronavirus Aid, Relief, and Economic Security (CARES) Act has provided reimbursement to State and Local governments for qualified expenses incurred responding to the pandemic. The City's first reimbursement request of \$56,102 was submitted to the State at the end of June, 2020. It is expected that there will be a second round for requests sometime during July, 2020*.

Please note that the budgeted amounts presented reflect the City's budget for the July 1, 2019 – June 30, 2021 biennium. Additionally, we have included reporting on the City's debt such as outstanding amounts, debt coverage ratios, maturities, and interest rates.

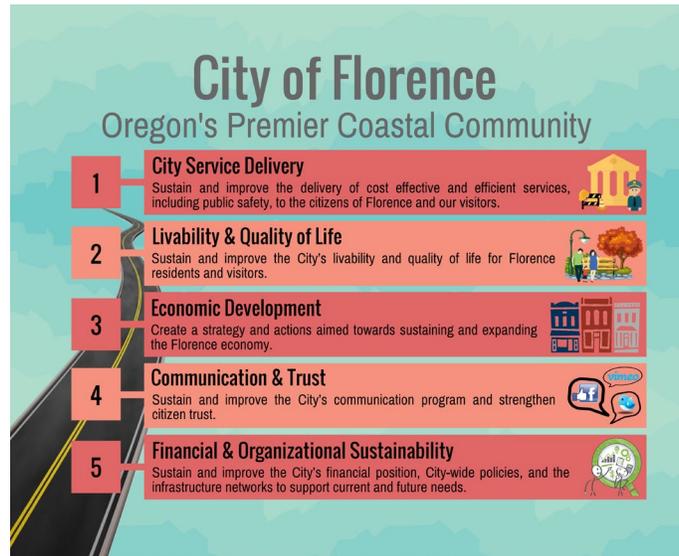
Budgeted amounts presented generally have been allocated proportionately, i.e., twelve and a half percent (12.5%) of the biennial amount for the quarter.

*The City was awarded its first request and submitted a second request of \$25,265.73 on July 24, 2020. The maximum the City can receive for qualified expenses under the CARES Act for the 2020 calendar year is \$316,255.33.



City Council continues to embrace five goals which assist in the building of the City Workplan. These goals are:

- City Service Delivery
- Livability and Quality of Life
- Economic Development
- Communication and Trust, and
- Financial and Organizational Sustainability



Following are highlights for the quarter related to these goals:

- **General Fund ended the quarter with a fund balance of \$1.6 million.**
- **The City continues its fight against COVID-19 in an effort to protect its essential workers and its citizens.**

Operations

- Economic Development
 - Assistance with Lane County for Business Oregon Request for Proposals for direct business assistance grant.
 - Completion of Community Development Block Grant public hearing for grant to support workforce during COVID-19 recovery.
 - Completion of Quince Street Request for Expressions of Interest document and other marketing materials
- City Recorder
 - Multiple updates to Temporary COVID-19 public meeting procedures, presentations at City Council, Planning Commission & Florence Urban Renewal Agency, press releases, and other public outreach.
 - Public Outreach and candidate assistance for the 2020 City Council & Mayor Elections.
 - Implementation of GotoWebinar platform for public meetings and trainings, implementation, public outreach, and troubleshooting.

- City Manager’s Office
 - Continued COVID-19 response
 - West Lane EOC management
 - COVID-19 public information
 - Coordinated, publicized, and produced Virtual Rhody Parade
 - Coordinated Virtual Physical Distancing Scavenger Hunt
 - Provided Human Resources coverage
 - Provided City Manager coverage

- Administrative Services
 - Cameras in the park – added solar powered cameras to Exploding Whale Memorial Park.
 - Expanded network and added workstations to allow employees to telework.
 - Completed the addition of Artificial Intelligence (AI) to our cybersecurity stance.
 - Discontinued late fees and utility shut-offs due to pandemic.
 - Changed auditors for the 2019 – 2020 annual audit.
 - The Short Term Fund Board approved and Council adopted an investment policy for the City.

- Community Development
 - Planning staff processed 20 land use permits, to include 4 PC and 2 Council hearings, 11 over-the-counter permits and 3 administrative reviews.
 - Building staff processed 170 permits totaling \$5,938,164 in value, to include 15 new dwelling units. Since 2010, May averages 66 permits issued and with 17 permits issued this year presented the lowest number for any month in over 20 years. As of June, permitting is at 60% of the lowest year in the last 10.

- Public Works
 - Awarded the following:
 - Rhododendron Drive Sanitary Sewer – Treewood Court to S. Harbor Vista Drive to Pleasant Hill Development. It was completed first part of June.
 - Safe Routes to School sidewalk improvements project to Cascade Civil Corp. This is grant funded sidewalk infill and ADA ramp project
 - \$30,000 CARES Act grant for the airport
 - The engineering services contract for the Rhododendron Drive Realignment project. Work includes engineering, geotechnical, survey and design services to reconstruct and realign Rhododendron Drive between Wildwinds and 35th Street. The project will also include a 10-foot wide separated multi-use path.
 - The annual chip/fog seal project to Sierra Santa Fe. This year’s project is to chip/fog seal Kingwood between 10th and 35th streets. The project is scheduled for July 13th - 16th.



- Rectangular Rapid Flash Beacon (RRFB) mid-block 25th/26th street Hwy 101 project to Cascade Civil Corp. The contractor is scheduled to begin work at the end of August and project to be completed by mid-October 2020. This project is also a Safe Routes to School grant funded project.
 - Wells 5&6 and Miller Park irrigation well rehabilitation project to Schneider Water Services. The contractor was able to complete the project before the end of June 2020.
 - Council approved an extension of the SDC waiver and deferral procedures.
 - Purchased a used TrommAll 5100-Tr trommel screen to help us process and screen our composted yard debris and biosolids into the finished Class A biosolids product known as FloGro. Our wastewater treatment plant staff utilized the trommel screen and screened compost heap #13. The new to us trommel screen allowed us to screen the material in one pass instead of having to run the material multiple times through the mechanical shaker screen. What a time saver plus it produces such a much better final product!
 - Purchased a Vermeer BC 1000 XL brush chipper.
- **Public Safety**
 - Finished the remodel of the dispatch center with the laying of the new floor.
 - Created a space in an empty office to store all PPE as well as purchased all the equipment needed, extra uniform, PPE, extra gloves, etc. for each officer to have an emergency go-bag in case of a mutual aid activation regarding all the protests in Eugene and Springfield.
 - Hired a police officer and a dispatch clerk.

If you have any questions, please let Megan or me know.

Sincerely,

ER Reynolds

Megan Messmer
AIC City Manager

Anne Baker

Anne Baker, CPFO, MAcc
Administrative Services Director

City-wide - All Funds

The City began the quarter with a combined \$7.1 million fund balance. During the quarter the City received \$4.6 million in revenue, had operating expenditures of \$4.2 million and invested \$667,570 in capital.

Overall, revenue received covered operating expenses. Grants for projects previously completed were received and the majority of property tax due was received in November.

The City's ending combined fund balance totals \$6.4 million. All funds are reporting positive fund balances for the quarter.

As of the end of the quarter, the City has felt the effects of the COVID-19 pandemic in several funds. The General Fund hasn't been affected materially at this point. We have seen a reduction in lodging tax, water and wastewater fees, and will be paying close attention in November when we begin receiving property taxes. Since the assessed values had already been set prior to the start of the pandemic, we will be monitoring the collection rates for any signs of declining.

A supplemental budget will be prepared in September to appropriate the funds received from the State under the CARES Act grant.

Quarter Ended June 30, 2020

Information for the April 1 – June 30, 2020 quarter only

Fund	Beginning Fund Balance	Revenue	Debt Proceeds	Total Resources	Expenses	Capital Outlay	Debt Service	Total Expenditures	Ending Fund Balance
General	2,141,928	1,352,648	-	3,494,576	1,878,088	17,458	-	1,895,546	1,599,030
Street	123,447	375,784	-	499,231	218,721	67,487	-	286,208	213,023
9-1-1	512,296	207,056	-	719,352	188,339	8,625	-	196,964	522,388
Transient Room Tax	128,341	36,590	-	164,931	5,389	-	-	5,389	159,542
Events Center	426,687	312	-	426,999	110,738	165	-	110,903	316,096
Water	896,627	542,339	-	1,438,966	525,799	252,281	-	778,080	660,886
Wastewater	40,858	1,110,104	-	1,150,962	644,396	193,883	188,965	1,027,244	123,718
Stormwater	968,623	191,090	-	1,159,713	104,454	50,021	-	154,475	1,005,238
Airport	23,986	31,279	-	55,265	24,980	-	-	24,980	30,285
Public Works Admin	147,840	320,614	-	468,454	313,419	77,650	-	391,069	77,385
Street SDC	262,530	13,955	-	276,485	95,046	-	-	95,046	181,439
Water SDC	139,292	44,171	-	183,463	-	-	-	-	183,463
Wastewater SDC	242,953	172,078	-	415,031	62,569	-	-	62,569	352,462
Stormwater SDC	156,562	17,945	-	174,507	50,019	-	-	50,019	124,488
GO Debt	250,528	5,369	-	255,897	-	-	169,288	169,288	86,609
Debt Service	619,314	196,485	-	815,799	-	-	549,217	549,217	266,582
Totals	7,081,812	4,617,819	-	11,699,631	4,221,957	667,570	907,470	5,796,997	5,902,634

The Florence Urban Renewal Agency (FURA) funds are not included in the above schedule as FURA is a separate entity from the City.



General Fund

The City's general fund accounts for all the City's governmental operations, excluding transportation and emergency dispatch. During the quarter revenue was above budget for the quarter. Revenue such as property tax and franchise fees are cyclical, meaning we receive them at certain times during the year. The City received its major portion of property taxes in November.

Transfers were made as budgeted for the fourth quarter and included a transfer of \$240,000 to the Wastewater Fund for the Oceanwoods property the City acquired from Lane County. Franchise fees and intergovernmental revenue was greater than anticipated. Franchise fees are paid after incurred and intergovernmental revenue increases were due to a USDA grant that wasn't included in the budget. Property tax received is over the budgeted amount. We have received 102 percent of the budgeted amount for the year. Franchise fees and shared revenues collected represent 74 percent of the budget for fiscal year 2019-2020. This is not unusual as these revenues are received the quarter after being earned. Only three quarters have been recorded.

During the quarter, expenditures for all departments were under budget. Non-Departmental is showing negative expenditures as a result of reclassification of maintenance expenses.

Overall, the General Fund realized a decrease in fund balance of \$542,899 during the quarter due in part to the Oceanwoods transfer. The estimated ending fund balance for the quarter is \$1.59 million.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Taxes	669,100	84,429	(584,671)	5,353,000	2,695,731	(2,657,269)
Franchise Fees	288,000	456,331	168,331	2,303,800	1,003,860	(1,299,940)
Intergovernmental	153,000	169,161	16,161	1,223,600	582,899	(640,701)
Charges for Services	539,200	560,259	21,059	4,314,000	2,149,309	(2,164,691)
Earnings & Contributions	69,600	57,468	(12,132)	557,000	303,877	(253,123)
Transfers in	34,400	25,000	(9,400)	275,000	100,000	(175,000)
Total current resources	1,753,300	1,352,648	(400,652)	14,026,400	6,835,676	(7,190,724)
Expenditures						
Public Safety	630,700	598,630	(32,070)	5,045,900	2,331,228	(2,714,672)
Community Development	221,800	224,719	2,919	1,774,800	811,909	(962,891)
Parks	121,400	111,479	(9,921)	970,700	474,727	(495,973)
Municipal Court	72,400	54,055	(18,345)	579,100	289,803	(289,297)
Administration	197,500	142,656	(54,844)	1,580,400	781,264	(799,136)
Administrative Services	302,900	258,461	(44,439)	2,422,900	1,197,330	(1,225,570)
Non-Departmental	30,100	(5,354)	(35,454)	240,200	136,606	(103,594)
Total expenditures	1,576,800	1,384,646	(192,154)	12,614,000	6,022,867	(6,591,133)
Transfers	266,300	510,900	244,600	2,130,100	1,323,600	(806,500)
Other requirements						
Contingency	157,500	-	(157,500)	1,260,300	-	(1,260,300)
Total other requirements	157,500	-	(157,500)	1,260,300	-	(1,260,300)
Total expenditures and other requirements	2,000,600	1,895,546	(105,054)	16,004,400	7,346,467	(8,657,933)
Beginning balance	247,300	2,141,928	(247,300)	1,978,000	2,109,821	131,821
Ending Balance	\$ -	\$ 1,599,030	\$ (542,898)	\$ -	\$ 1,599,030	\$ 1,599,030



Street Fund

This fund accounts for the City's street related activities. During the quarter, revenues received were at budgeted levels except for intergovernmental. Revenues anticipated from the ODOT STP Fund Exchange, and the FURA Grant won't be received until the projects they are associated with have begun.

With respect to expenditures, all categories were under budget for the quarter except personnel services. Transfers were completed as budgeted. Capital outlay is less than budgeted as projects planned for the biennium remain uncompleted.

Overall, revenue exceeded expenditures for the quarter by \$89,576 increasing the ending fund balance to \$210,586. Beginning fund balance for the year is greater than budgeted and projects that have been completed are beginning to be reimbursed for a positive ending fund balance.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Franchise Fees	\$ 20,400	\$ 25,089	\$ 4,689	\$ 163,000	\$ 99,520	\$ (63,480)
Intergovernmental	317,800	138,652	(179,148)	2,542,000	603,688	(1,938,312)
Charges for Services	108,800	116,143	7,343	870,000	494,896	(375,104)
Earnings & Contributions	500	900	400	4,200	4,900	700
Transfers in	60,000	95,000	35,000	480,000	380,000	(100,000)
Debt proceeds	562,500	-	(562,500)	4,500,000	-	(4,500,000)
Total current resources	\$ 1,070,000	\$ 375,784	\$ (694,216)	\$ 8,559,200	\$ 1,583,004	\$ (6,976,196)
Expenditures						
Personnel Services	21,500	22,351	851	171,600	90,251	(81,349)
Materials and Services	168,200	153,020	(15,180)	1,345,500	644,185	(701,315)
Capital Purchases	805,000	67,487	(737,513)	6,440,000	847,986	(5,592,014)
Transfers	65,100	43,350	(21,750)	520,600	173,400	(347,200)
Total expenditures	1,059,800	286,208	(773,592)	8,477,700	1,755,822	(6,721,878)
Other requirements						
Contingency	34,500	-	(34,500)	276,100	-	(276,100)
Total other requirements	34,500	-	(34,500)	276,100	-	(276,100)
Total expenditures and other requirements	1,094,300	286,208	(808,092)	8,753,800	1,755,822	(6,997,978)
Total resources over (under) requirements						
Beginning balance	24,300	121,010	96,710	194,600	383,404	188,804
Ending Balance	\$ -	\$ 210,586	\$ 210,586	\$ -	\$ 210,586	\$ 210,586



9-1-1 Fund

This fund accounts for the area's 9-1-1 emergency dispatch operations, managed by the City. The City charges users, including the City police department, of emergency dispatch services and receives dedicated tax revenue for 9-1-1 operations. The police department charge for services is included in transfers from the general fund.

Revenue from 9-1-1 user taxes were as anticipated for the quarter and revenue from other public safety organizations (charges for services) are greater than budgeted. The unbudgeted Intergovernmental revenue is COVID is the funding from the CARES Act reimbursement for COVID-related expenses.

Total expenditures for the quarter and fiscal year were below budget. Capital purchases were over budget for the quarter, but remain under for the biennium. Projects are not completed proportionally throughout the biennium.

Overall, 9-1-1 Fund revenue exceeded expenditures by \$10,092 for the quarter leaving an ending fund balance of \$504,491.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Taxes	\$ 27,500	\$ 25,890	\$ (1,610)	\$ 220,000	\$ 113,109	\$ (106,891)
Intergovernmental	-	270	270	-	270	270
Charges for Services	42,500	2,656	(39,844)	340,000	173,353	(166,647)
Earnings & Contributions	125	3,240	3,115	1,000	4,983	3,983
Transfers in	177,100	175,000	(2,100)	1,417,000	700,000	(717,000)
Total current resources	\$ 247,225	\$ 207,056	\$ (40,169)	\$ 1,978,000	\$ 991,715	\$ (986,285)
Expenditures						
Personnel Services	141,400	134,175	(7,225)	1,130,900	612,349	(518,551)
Materials and Services	34,400	29,164	(5,236)	275,000	112,108	(162,892)
Capital Purchases	6,225	8,625	2,400	50,000	31,671	(18,329)
Transfers	34,400	25,000	(9,400)	275,000	100,000	(175,000)
Total expenditures	216,425	196,964	(19,461)	1,730,900	856,128	(874,772)
Other requirements						
Contingency	68,900	-	(68,900)	551,500	-	(551,500)
Total other requirements	68,900	-	(68,900)	551,500	-	(551,500)
Total expenditures and other requirements	285,325	196,964	(88,361)	2,282,400	856,128	(1,426,272)
Total resources over (under) requirements						
Beginning balance	38,100	493,906	455,806	304,400	368,411	64,011
Ending Balance	\$ -	\$ 503,998	\$ 503,998	\$ -	\$ 503,998	\$ 503,998



Transient Room Tax Fund

This fund accounts for the City's share of the tourism promotion tax (4%). Tourism activity had recovered to pre-recession levels while growth slowed as occupancy rates during peak seasons reached capacity, then COVID-19 arrived. Revenue for the quarter was below the allocated budget due to the Governor's Stay Home, Stay Safe initiative implemented mid-March. For the month of April, the City received only 19% of the previous year's tax. May and June saw tax receipts increase to 50% and 90% of the previous year, respectively. Heading into the pandemic, tax revenue was down \$3,200. From March through June, revenue fell short of the prior year \$58,600. Total revenue was down 14.7%.

Transient room taxes are allocated forty percent (40%) to tourism promotion via contract with the Chamber of Commerce and sixty percent (60%) to the Florence Events Center. Monthly payments to the Chamber and transfers to the FEC were made as revenue was received from the City of Eugene.

The effects of COVID-19 on lodging tax will remain affected by the Governor's economic shutdown and will continue to be monitored.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Taxes	\$ 108,300	\$ 36,590	\$ (71,710)	\$ 866,600	\$ 392,479	\$ (474,121)
Total current resources	108,300	36,590	(71,710)	866,600	392,479	(474,121)
Expenditures						
Materials and Services	40,900	5,217	(35,683)	327,200	126,114	(201,086)
Transfers	63,400	172	(63,228)	507,300	189,172	(318,128)
Total expenditures	104,300	5,389	(98,911)	834,500	315,286	(519,214)
Other requirements						
Contingency	16,800	-	(16,800)	134,700	-	(134,700)
Total other requirements	16,800	-	(16,800)	134,700	-	(134,700)
Total expenditures and other requirements	121,100	5,389	(115,711)	969,200	315,286	(653,914)
Total resources over (under) requirements						
Beginning balance	12,800	128,341	115,541	102,600	82,349	(20,251)
Ending Balance	\$ -	\$ 159,542	\$ 159,542	\$ -	\$ 159,542	\$ 159,542



Florence Events Center Fund

This fund accounts for the activities of the City's events center.

Revenue is under budget for the quarter. Intergovernmental revenue was short due to projects that haven't been started or completed. Charges for services for the quarter decreased as the Event Center cancelled and refunded events due to the COVID-19 pandemic.

Material and services are under budget due to the cancellation of events. Catering staff and two event center employees were furloughed to help address the loss of revenue and lack of work.

Overall, the FEC Fund's expenses exceeded revenues for the quarter by \$(110,591) leaving an ending fund balance of \$311,289, a decrease from the prior quarter. Despite the issues the center is facing dealing with the effects of the pandemic, it ended the fiscal year with a balance that is \$17,400 over budget.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Intergovernmental	\$ 28,400	\$ 1,291	\$ (27,109)	\$ 227,500	\$ 128,524	\$ (98,976)
Charges for Services	72,800	(4,984)	(77,784)	582,400	218,727	(363,673)
Earnings & Contributions	38,400	3,833	(34,567)	307,000	97,600	(209,400)
Transfers in	63,400	172	(63,228)	507,300	189,172	(318,128)
Debt proceeds	18,800	-	(18,800)	150,000	-	(150,000)
Total current resources	221,800	312	(221,488)	1,774,200	634,023	(1,140,177)
Expenditures						
Personnel Services	63,400	60,452	(2,948)	507,300	255,050	(252,250)
Materials and Services	147,400	50,286	(97,114)	1,178,800	496,084	(682,716)
Capital Purchases	32,500	165	(32,335)	260,000	38,292	(221,708)
Total expenditures	243,300	110,903	(132,397)	1,946,100	789,426	(1,156,674)
Other requirements						
Contingency	36,700	-	(36,700)	293,900	-	(293,900)
Total other requirements	36,700	-	(36,700)	293,900	-	(293,900)
Total expenditures and other requirements	280,000	110,903	(169,097)	2,240,000	789,426	(1,450,574)
Total resources over (under) requirements						
Beginning balance	58,200	421,880	363,680	465,800	466,692	892
Ending Balance	\$ -	\$ 311,289	\$ 311,289	\$ -	\$ 311,289	\$ 311,289



Water Fund

This fund accounts for the City's water utility activities. Revenue during the quarter was under the quarterly budgeted amounts. Transfers from the SDC fund and debt proceeds are not currently being utilized.

Expenditures were under budget for the quarter. Debt service and transfer payments were made as scheduled during the quarter.

Fees received from water services were down due to the COVID-19 pandemic. Compared to the prior year's receipts for April, May, and June were down in total \$16,279. April showed an increase of \$3,283. May and June showed losses of \$10,769 and \$8,794 respectively.

During the quarter revenue lagged expenditures by \$235,863. Projects are continuing to be started and completed even during the Governor's stay-at-home order. The ending fund balance is \$831,119.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Intergovernmental	\$ -	\$ 117	\$ 117	\$ -	\$ 117	\$ 117
Charges for Services	559,400	532,095	(27,305)	4,475,000	2,445,385	(2,029,615)
Earnings & Contributions	1,200	10,127	8,927	10,000	25,435	15,435
Transfers in	31,300	-	(31,300)	250,000	-	(250,000)
Debt proceeds	275,000	-	(275,000)	2,200,000	-	(2,200,000)
Total current resources	866,900	542,339	(324,561)	6,935,000	2,470,937	(4,464,063)
Expenditures						
Personnel Services	95,500	94,714	(786)	764,200	373,779	(390,421)
Materials and Services	377,200	431,096	53,896	3,017,200	1,528,869	(1,488,331)
Capital Purchases	390,600	252,281	(138,319)	3,125,000	813,948	(2,311,052)
Debt service	36,500	-	(36,500)	291,900	8,903	(282,997)
Total expenditures	899,800	778,091	(121,709)	7,198,300	2,725,499	(4,472,801)
Other requirements						
Contingency	113,200	-	(113,200)	905,100	-	(905,100)
Total other requirements	113,200	-	(113,200)	905,100	-	(905,100)
Total expenditures and other requirements	1,013,000	778,091	(234,909)	8,103,400	2,725,499	(5,377,901)
Total resources over (under) requirements						
Beginning balance	146,100	1,066,871	920,771	1,168,400	1,085,681	(82,719)
Ending Balance	\$ -	\$ 831,119	\$ 831,119	\$ -	\$ 831,119	\$ 831,119



Wastewater Fund

This fund accounts for the City's wastewater operations. Charges for services during the quarter lagged budget going into the winter months. Capital expenditures are less than budgeted pending final agreement for the various projects.

Charges for sewer services fell during this quarter as businesses closed in compliance with the Governor's Stay Home, Stay Safe mandate. April, May and June charges for services showed losses of \$(12,737), \$(18,569), and \$(3,768) respectively. It is expected that the Fund will still show effects of the pandemic into the next fiscal year. Transfers were considerably higher than budget due to the General Fund transfer for the Oceanwoods property.

On the expenditure side, costs for the quarter are below budget. There were no debt payments made. Capital project expenditures are under budget as projects that are budgeted have not been started.

The beginning fund balance falls \$(650,829) short of budget, however, the ending fund balance of \$344,506 is only (\$547,594) short of budget expectations. The maturity of the 2010B bonds in fiscal year 2022 will result in a significant reduction in annual debt service requirements. At that time, revenue is anticipated to exceed expenditures allowing fund balance to increase to a sustainable balance appropriate for the wastewater operation.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Intergovernmental	\$ -	\$ 117	\$ 117	\$ -	\$ 117	\$ 117
Charges for Services	832,500	791,761	(40,739)	6,660,000	3,571,565	(3,088,435)
Earnings & Contributions	51,400	15,726	(35,674)	411,000	96,849	(314,151)
Transfers in	68,700	302,500	233,800	550,000	490,000	(60,000)
Debt proceeds	156,300	-	(156,300)	1,250,000	-	(1,250,000)
Total current resources	1,108,900	1,110,104	1,204	8,871,000	4,158,531	(4,712,469)
Expenditures						
Personnel Services	110,500	119,364	8,864	883,900	486,052	(397,848)
Materials and Services	410,500	525,117	114,617	3,283,500	1,761,851	(1,521,649)
Capital Purchases	293,100	193,883	(99,217)	2,345,000	553,046	(1,791,954)
Debt service	283,300	188,965	(94,335)	2,266,600	1,162,047	(1,104,553)
Total expenditures	1,097,400	1,027,329	(70,071)	8,779,000	3,962,996	(4,816,004)
Other requirements						
Contingency	111,500	-	(111,500)	891,800	-	(891,800)
Total other requirements	111,500	-	(111,500)	891,800	-	(891,800)
Total expenditures and other requirements	1,208,900	1,027,329	(181,571)	9,670,800	3,962,996	(5,707,804)
Total resources over (under) requirements						
Beginning balance	100,000	261,731	161,731	799,800	148,971	(650,829)
Ending Balance	\$ -	\$ 344,506	\$ 344,506	\$ -	\$ 344,506	\$ 344,506



Stormwater Fund

This fund accounts for the City's stormwater activities.

Revenue in the quarter is above the budgeted amounts.

Expenses for the quarter are below budget. The majority of capital projects budgeted for the biennium have not been started.

Revenue exceeded expenditures by \$36,615 during the quarter. The ending fund balance for the quarter of \$1,046,958 is well above what is anticipated for the end of the biennium.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Charges for Services	\$ 140,600	\$ 141,090	\$ 490	\$ 1,124,300	\$ 601,630	\$ (522,670)
Earnings & Contributions	100	-	(100)	1,000	179	(821)
Transfers in	25,000	50,000	25,000	200,000	200,000	-
Total current resources	165,700	191,090	25,390	1,325,300	801,809	(523,491)
Expenditures						
Personnel Services	38,900	40,437	1,537	311,500	168,737	(142,763)
Materials and Services	73,000	64,017	(8,983)	583,800	270,723	(313,077)
Capital Purchases	111,300	50,021	(61,279)	890,000	80,228	(809,772)
Debt service	4,600	-	(4,600)	36,800	16,102	(20,698)
Total expenditures	227,800	154,475	(73,325)	1,822,100	535,790	(1,286,310)
Other requirements						
Contingency	28,700	-	(28,700)	229,600	-	(229,600)
Total other requirements	28,700	-	(28,700)	229,600	-	(229,600)
Total expenditures and other requirements	256,500	154,475	(102,025)	2,051,700	535,790	(1,515,910)
Total resources over (under) requirements						
Beginning balance	90,800	1,010,343	919,543	726,400	780,939	54,539
Ending Balance	\$ -	\$ 1,046,958	\$ 1,046,958	\$ -	\$ 1,046,958	\$ 1,046,958



Airport Fund

This fund accounts for the activities of the City's municipal airport.

Revenues received for the quarter were greater than budgeted even though charges for services are lagging. Grant funds tied to the runway projects are being received.

Operating expenditures were under budget for the quarter.

Ending fund balance for the quarter is \$39,413 moving out of the red as expenses for projects that have been completed get reimbursed by the grants funding them.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Intergovernmental	\$ 9,800	\$ -	\$ (9,800)	\$ 78,000	\$ 110,751	\$ 32,751
Charges for Services	15,000	9,669	(5,331)	120,000	67,632	(52,368)
Earnings & Contributions	20,900	21,610	710	167,200	89,786	(77,414)
Total current resources	45,700	31,279	(14,421)	365,200	268,169	(97,031)
Expenditures						
Materials and Services	36,700	24,980	(11,720)	293,500	141,035	(152,465)
Capital Purchases	16,900	-	(16,900)	135,000	142,406	7,406
Total expenditures	53,600	24,980	(28,620)	428,500	283,441	(145,059)
Other requirements						
Contingency	19,800	-	(19,800)	158,400	-	(158,400)
Total other requirements	19,800	-	(19,800)	158,400	-	(158,400)
Total expenditures and other requirements	73,400	24,980	(48,420)	586,900	283,441	(303,459)
Total resources over (under) requirements						
Beginning balance	27,700	33,114	5,414	221,700	54,685	(167,015)
Ending Balance	\$ -	\$ 39,413	\$ 39,413	\$ -	\$ 39,413	\$ 39,413

Public Works Administration and Support Services Fund

This fund accounts for the activities of Public Works administration and staffing that serves several public works functions. Revenue is received through internal charges for services from benefitting funds.

Revenue for the quarter is less than budget. Charges for the services provided were received as budgeted.

Expenses were slightly over appropriations for the quarter. Transfers were made as expected.

Ending fund balance for the quarter is \$58,153, a decrease from last quarter.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Intergovernmental	\$ 11,700	\$ 10,731	\$ (969)	\$ 93,600	\$ 93,006	\$ (594)
Charges for Services	323,500	309,883	(13,617)	2,588,100	1,258,183	(1,329,917)
Debt proceeds	43,800	-	(43,800)	350,000	-	(350,000)
Total current resources	379,000	320,614	(58,386)	3,031,700	1,351,189	(1,680,511)
Expenditures						
Personnel Services	192,600	183,987	(8,613)	1,540,800	692,306	(848,494)
Materials and Services	45,800	74,507	28,707	366,600	209,767	(156,833)
Capital Purchases	87,500	77,650	(9,850)	700,000	271,066	(428,934)
Transfers	55,000	54,925	(75)	439,400	219,700	(219,700)
Total expenditures	380,900	391,069	10,169	3,046,800	1,392,839	(1,653,961)
Other requirements						
Contingency	21,400	-	(21,400)	171,200	-	(171,200)
Total other requirements	21,400	-	(21,400)	171,200	-	(171,200)
Total expenditures and other requirements	402,300	391,069	(11,231)	3,218,000	1,392,839	(1,825,161)
Total resources over (under) requirements						
Beginning balance	23,300	128,608	105,308	186,300	99,803	(86,497)
Ending Balance	\$ -	\$ 58,153	\$ 58,153	\$ -	\$ 58,153	\$ 58,153



System Development Funds

The City maintains four separate funds to account for system development charge revenue; street, water, wastewater and stormwater. Revenue is accumulated and transferred to the various operational funds to pay for qualified improvements costs.

Revenue from all SDC's were above allocated budget in the quarter. Transfers from SDC funds to the operating funds were made consistent with qualified project expenditures and the budget.

Street SDC Fund	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Earnings & Contributions	\$ 12,500	\$ 13,955	\$ 1,455	\$ 100,000	\$ 72,343	\$ (27,657)
Total current resources	12,500	13,955	1,455	100,000	72,343	(27,657)
Expenditures						
Materials and Services	300	46	(254)	2,400	473	(1,927)
Transfers	60,000	95,000	35,000	480,000	380,000	(100,000)
Total expenditures	60,300	95,046	34,746	482,400	380,473	(101,927)
Other requirements						
Contingency	9,700	-	(9,700)	77,900	-	(77,900)
Total other requirements	9,700	-	(9,700)	77,900	-	(77,900)
Total expenditures and other requirements	70,000	95,046	25,046	560,300	380,473	(179,827)
Total resources over (under) requirements						
Beginning balance	57,500	262,786	205,286	460,300	489,825	29,525
Ending Balance	\$ -	\$ 181,695	\$ 181,695	\$ -	\$ 181,695	\$ 181,695



Water SDC Fund

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Earnings & Contributions	\$ 28,000	\$ 44,171	16,171	\$ 223,500	\$ 183,911	(39,589)
Total current resources	28,000	44,171	16,171	223,500	183,911	(39,589)
Expenditures						
Transfers	31,300	-	(31,300)	250,000	-	(250,000)
Total expenditures	31,300	-	(31,300)	250,000	-	(250,000)
Other requirements						
Contingency	21,800	-	(21,800)	174,000	-	(174,000)
Total other requirements	21,800	-	(21,800)	174,000	-	(174,000)
Total expenditures and other requirements	53,100	-	(53,100)	424,000	-	(424,000)
Total resources over (under) requirements						
Beginning balance	25,100	139,740	114,640	200,500	-	(200,500)
Ending Balance	\$ -	\$ 183,911	\$ 183,911	\$ -	\$ 183,911	\$ 183,911

Wastewater SDC Fund

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Earnings & Contributions	\$ 28,600	\$ 172,078	143,478	\$ 229,000	\$ 375,842	146,842
Total current resources	28,600	172,078	143,478	229,000	375,842	146,842
Expenditures						
Materials and Services	500	69	(431)	3,600	709	(2,891)
Transfers	68,700	62,500	(6,200)	550,000	250,000	(300,000)
Total expenditures	69,200	62,569	(6,631)	553,600	250,709	(302,891)
Other requirements						
Contingency	7,900	-	(7,900)	63,300	-	(63,300)
Total other requirements	7,900	-	(7,900)	63,300	-	(63,300)
Total expenditures and other requirements	77,100	62,569	(14,531)	616,900	250,709	(366,191)
Total resources over (under) requirements						
Beginning balance	48,500	242,953	194,453	387,900	227,329	(160,571)
Ending Balance	\$ -	\$ 352,462	\$ 352,462	\$ -	\$ 352,462	\$ 352,462

Stormwater SDC Fund

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Earnings & Contributions	\$ 15,000	\$ 17,945	2,945	\$ 120,000	\$ 96,708	(23,292)
Total current resources	15,000	17,945	2,945	120,000	96,708	(23,292)
Expenditures						
Materials and Services	100	19	(81)	1,000	197	(803)
Transfers	25,000	50,000	25,000	200,000	200,000	-
Total expenditures	25,100	50,019	24,919	201,000	200,197	(803)
Other requirements						
Contingency	12,200	-	(12,200)	97,400	-	(97,400)
Total other requirements	12,200	-	(12,200)	97,400	-	(97,400)
Total expenditures and other requirements	37,300	50,019	12,719	298,400	200,197	(98,203)
Total resources over (under) requirements						
Beginning balance	22,300	157,033	134,733	178,400	228,448	50,048
Ending Balance	\$ -	\$ 124,959	\$ 124,959	\$ -	\$ 124,959	\$ 124,959



Debt Service Funds

GO Debt Service Fund

This fund accounts for the repayment of voter approved debt obligations to complete water improvements. Since property taxes are not received until November of each fiscal year, the fund keeps a balance to pay the first principal and interest debt payment of each fiscal year.

Tax revenue collected for the 2019-2020 fiscal year is over the fiscal year budgeted amount of \$143,800 by \$6,473. In order to receive enough taxes to pay the principal and interest payments, the amount needed is "grossed up", or increased, to account for the taxes that won't be collected in the first year. This year we are collecting more taxes than we anticipated. The overage will reduce the needed taxes in future years.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Taxes	\$ 39,700	\$ 4,512	\$ (35,188)	\$ 318,100	\$ 153,117	\$ (164,983)
Earnings & Contributions	-	857	857	100	4,192	4,092
Total current resources	39,700	5,369	(34,331)	318,200	157,309	(160,891)
Expenditures						
Debt service	43,200	169,288	126,088	345,600	174,472	(171,128)
Total expenditures	43,200	169,288	126,088	345,600	174,472	(171,128)
Other requirements						
Contingency	200	-	(200)	1,800	-	(1,800)
Total other requirements	200	-	(200)	1,800	-	(1,800)
Total expenditures and other requirements	43,400	169,288	125,888	347,400	174,472	(172,928)
Total resources over (under) requirements						
Beginning balance	3,700	250,528	246,828	29,200	103,772	74,572
Ending Balance	\$ -	\$ 86,609	\$ 86,609	\$ -	\$ 86,609	\$ 86,609

Debt Service Fund

This fund accounts for several debt service obligations incurred by the City, one of which is debt incurred to complete local improvements which are paid for by property owners via assessments against their properties. The accumulated balance for this debt is sufficient to pay approximately the next two years debt service payments without receiving any additional payments.

The fund balance of \$266,582 decreased from the last quarter as debt payments were made. Transfers from the programs benefitting from the debt are made on a monthly basis, which does not always coincide with the payments for the debt.

	Quarter Ended June 30, 2020			Biennium-To-Date		
	Budget	Actual	Over(Under)	Budget	Actual	Over(Under)
Current resources						
Intergovernmental	\$ 33,600	\$ -	\$ (33,600)	\$ 269,000	\$ -	\$ (269,000)
Earnings & Contributions	4,875	2,310	(2,565)	39,000	94,027	55,027
Transfers in	209,100	194,175	(14,925)	1,673,000	776,700	(896,300)
Total current resources	247,575	196,485	(51,090)	1,981,000	870,727	(1,110,273)
Expenditures						
Materials and Services	100	-	(100)	800	850	50
Debt service	278,975	549,217	270,242	2,232,500	1,142,583	(1,089,917)
Total expenditures	279,075	549,217	270,142	2,233,300	1,143,433	(1,089,867)
Other requirements						
Reserves	71,500	60,503	(10,997)	571,300	60,503	(510,797.0)
Total other requirements	71,500	-	(10,997)	571,300	60,503	(510,797)
Total expenditures and other requirements	350,575	549,217	259,145	2,804,600	1,203,936	(1,600,664)
Total resources over (under) requirements						
Beginning balance	103,000	619,314	516,314	823,600	599,791	(223,809)
Ending Balance	\$ -	\$ 266,582	\$ 206,079	\$ -	\$ 266,582	\$ 266,582



Debt Summary

The following schedule provides information related to the City's outstanding debt during the 2019-2021 biennium through fiscal year 2025. The schedule includes:

- Debt issue
- Fund(s) that the debt is repaid/budgeted
- Original amount of the loan
- The annual payment in fiscal year 2020
- Interest rate
- Maturity of the obligation
- Outstanding principal balance as of June 30, by fiscal year through 2025
- Estimated debt per capita for each fiscal year (Total City Debt)

The City's total debt per capita as of June 30, 2020 is projected to total \$2,118. During the subsequent five fiscal years, the debt per capita is projected to decline to \$1,274 by June 30, 2025. Total debt outstanding at June 30 is \$18.8 million.

Description	Fund(s)	Original Amount	Annual Payment FY 2020	Interest Rate	Maturity	Outstanding balance fiscal year ending June 30,					
						2020	2021	2022	2023	2024	2025
Existing Obligations											
GO Bonds	GO Debt	1,476,848	174,481	2.11%	2021	328,188	164,094	-	-	-	-
LOCAP 2011	GF/Street/W/WW	1,245,000	90,756	3.0-4.6%	2030	795,000	735,000	675,000	610,000	545,000	475,000
LID 2010 (Spruce)	LID	1,478,000	101,905	1.9-4.5%	2030	1,035,000	970,000	900,000	825,000	745,000	660,000
FFCO 2010B	GF/WW/SW	8,750,000	884,650	2.5-4.0%	2030	1,625,000	800,000	735,000	665,000	590,000	515,000
OBDD SPW	WW	657,057	42,509	2.0-4.0%	2034	440,489	416,276	391,916	367,425	337,794	307,978
CWSRF	WW	4,923,260	258,074	0.50%	2032	3,142,820	2,901,064	2,659,308	2,417,552	2,054,918	1,813,162
FFCO 2016 - Banner	Street	1,300,000	150,984	2.92%	2026	886,756	761,105	631,706	498,448	361,251	219,927
FFCO 2016 - FURA	Street/W/FURA	8,500,000	565,662	2.92%	2036	7,340,644	6,989,738	6,628,367	6,256,219	5,873,463	5,478,799
Banner Bank - 20 yr Tax Exempt	FURA	3,150,000	214,274	3.50%	2040	3,006,772	2,890,772	2,770,912	2,647,065	2,519,096	2,386,870
Banner Bank - 5 yr Taxable	FURA	150,000	-	5.30%	2024	150,000	150,000	150,000	150,000	-	-
Total City Debt		31,630,165	2,483,295			18,750,669	16,778,049	15,542,209	14,436,709	13,026,522	11,856,736
Population	assumes 1% annual increase					8,854	8,943	9,032	9,123	9,214	9,306
Debt per capita						2,118	1,876	1,721	1,582	1,414	1,274
Proposed Debt											
Street	Street Improvements					500,000	456,900	412,400	366,400	318,900	-
Total Proposed Debt						500,000	456,900	412,400	366,400	318,900	-
Total Proposed and City Debt						19,250,669	17,234,949	15,954,609	14,803,109	13,345,422	11,856,736



AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO:
Meeting Date: August 17, 2020
Department: All

ITEM TITLE: Commission, Committee & Volunteers Report – July 2020

DISCUSSION/ISSUE:

Airport Volunteers

Department: Public Works

Staff: Mike Miller – Public Works Director

Volunteers from the Airport Volunteer Group is in standby mode until restrictions related to COVID-19 are lifted.

Audit Ad-Hoc Committee

Department: Finance

Staff: TBD

No report.

Budget Committee

Department: Finance

Chairperson: TBD

No report.

Community & Economic Development Committee

Department: Administration

Chairperson: Robbie Wright

CEDC continues to be on hiatus, but will return for our first virtual meeting in August. We have been involved in the Florence Economic Resiliency Task Force with other key stakeholders in the area. Many of those members will be in (virtual) attendance during our next meeting to update the group on activities around the area.

Environmental Management Advisory Committee (EMAC)

Department: Planning

Chairperson: Katie Prosser

No Report.

Florence Events Center Volunteers / Friends of the FEC

Department: Florence Events Center

President: Kirk Mlinek

No Report.

Florence Urban Renewal Agency

Department: Administrative

Staff: Kelli Weese – City Recorder / Eco.
Devo.

The Florence Urban Renewal Agency did not meet in July.

Florence Urban Renewal Agency Budget Committee	
<u>Department:</u> Finance	<u>Staff:</u> TBD
No report.	

Parks Volunteers	
<u>Department:</u> Public Works	<u>Staff:</u> Mike Miller – Public Works Director
<ul style="list-style-type: none"> • Old Town Park (Gazebo Park): Two (2) volunteer provided a total of 10 3/4 hours of labor picking up liter, pruning vegetation, weeding, re-seeding the lawn area, landscaping, repaired railings at the gazebo, and sweeping leaves from the plaza. • Adopt-A-Street Program: Rhododendron Drive 35th to Sebastian Street (2.2 miles). Two volunteers spent a total of 16 hours picking up litter along Rhododendron Drive which resulted in approximately 40 pounds of trash being removed from the right-of-way. • Exploding Whale Park (formerly River Beach Access Park): Four (4) volunteers from Resurrection Lutheran Church provided a total of 4.5 hours of labor picking up litter and trash from the park, including within the new expansion area. • Singing Pines Park: Due to COVID-19 restrictions there were no volunteer activity from Shoreline Christian Church. 	

Planning Commission	
<u>Department:</u> Planning	<u>Staff:</u> Wendy FarleyCampbell – Planning Director
<p>Planning Commission met July 14th to hold two public hearings, one on an application for Florence Golf 35th and Rhododendron Dr. Preliminary PUD and Tentative Plat and another for a conditional use application for La Mota Recreational Marijuana Dispensary. The Planning Commission cancelled the Florence Golf Hearing at the applicant’s request. The hearing was rescheduled to August 25th. The Planning Commission opened the La Mota hearing and continued it to July 28th.</p> <p>Planning Commission met on July 28th to hold two public hearings. The first was the continuance of La Mota from July 14th. The Planning Commission continued this hearing to August 25th at the applicant’s request. The second was the first evidentiary hearing for legislative code amendments to the commercial and mixed use districts to increase the types of residential uses allowed and increase the allowable building height commensurate with the amendments made to the residential chapters in December 2019. The Planning Commission voted 7-0 to approve.</p>	

Police Auxiliary	
<u>Department:</u> Police	<u>Director:</u> Len Larson
No report.	

Police Reserve Officers	
<u>Department:</u> Police	<u>Staff:</u> Tom Turner – Police Chief
Program not active	

Public Arts Committee	
<u>Department:</u> Administrative	<u>Chairperson:</u> Harlen Springer and <u>Vice-Chairperson</u> Jo Beaudreau
No Report.	

Transportation Committee (TC)	
<u>Department:</u> Planning	<u>Chairperson:</u> Bob Steele
<p>We will not have a TC meeting in August. I will continue to keep everyone up to date with monthly reports. Beginning in September, we will meet on line using the GoToWebinar format. As the next meeting date approaches, Roxanne Johnson will send out links and information on how it work. The next TC meeting will be on Thursday, September 10th at 2:30 pm.</p> <p>Of note:</p> <ul style="list-style-type: none"> The application for a grant to fund an update to the Florence Transportation System Plan was submitted at the end of July. The following links pertain to our application. <p>https://www.oregon.gov/lcd/TGM/TGMGrantApps/2_04_20_City_of_Florence.pdf https://www.oregon.gov/lcd/TGM/Pages/Planning-Grants.aspx</p> <ul style="list-style-type: none"> I will forward an email up date to the Florence to Eugene Bus Route sent out by Kate Wilson, Lane Council of Governments. 	

FISCAL IMPACT:

The fiscal impact of the committees and volunteer groups varies depending on their scope of work. Staff time is allocated to support the committees, and ensure committees comply with Oregon public meetings laws by preparing and posting agendas and minutes and/or digital recordings for meetings.

RELEVANCE TO ADOPTED CITY WORK PLAN:

Goal 1: Deliver efficient and cost-effective city services.

AIS PREPARED BY: Report written by Committee members and/or City of Florence staff and compiled by Kelli Weese, City Recorder

CITY MANAGER’S RECOMMENDATION: Approve Disapprove Other
 Comments:

ITEM'S ATTACHED: None

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 11
Meeting Date: August 17, 2020
Department: Various

ITEM TITLE: REPORT & DISCUSSION ITEMS

- City Manager Reports & Discussion Items
- City Council Reports & Discussion Items