



## City of Florence Council Regular Session

In Person & Videoconference  
250 Hwy 101  
Florence, OR 97439  
541-997-3437  
[www.ci.florence.or.us](http://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](http://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](http://www.ci.florence.or.us/council) 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>.

May 6, 2024

## AGENDA

5:30 p.m.

Councilors:

Rob Ward, Mayor

Sally Wantz, Council President  
Jo Beaudreau, Councilor

Bill Meyer, Council Vice-President  
Robert Carp, Councilor

With 48-hour prior notice, an interpreter and/or TTY: 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](http://www.ci.florence.or.us/citymanager/public-meetings-live) and will be available after the meeting on the City's Vimeo Site.

In addition to attending in person, members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link:

<https://attendee.gotowebinar.com/register/6160438745037687136>

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

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](http://www.ci.florence.or.us).

### CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

### PRESENTATIONS & ANNOUNCEMENTS

- 2024 Rhododendron Festival Month Proclamation and Introduction of the Court.
- Proclamations for Bike Month, Economic Development Month, Police Week, and Drinking Water Week.

Mayor Ward

### 1. PUBLIC COMMENTS

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

### PUBLIC HEARING ITEMS

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

### 2. NORTHWEST 9<sup>TH</sup> STREET REAL ESTATE TRANSACTION PUBLIC HEARING

#### A. PUBLIC HEARING ON NW 9<sup>TH</sup> STREET REAL ESTATE TRANSACTION

Hear and consider written and oral testimony regarding the proposed sale of City property located between Greenwood Street and the undeveloped platted rights-of-way (ROW) of Fir, 10th, and 11th Streets, north of 9th Street for Tax Lots 01100 and 01200 Map 18-12-27-31 in the City of Florence, Lane County, Oregon.

#### B. NW 9<sup>TH</sup> STREET PROPERTY REAL ESTATE TRANSACTION

Consider authorizing the sale of the Northwest 9<sup>th</sup> Street City owned properties for Tax Lots 01100 and 01200, Map 18-12-27-31 as discussed during the April 15, 2024 City Council Meeting and authorizing the execution of the Real Estate Purchase and Sales Agreement (REPSA) based upon the agreed upon terms and all other necessary documents to complete the transaction on behalf of the City.

Erin  
Reynolds  
City Manager

**3. 35<sup>TH</sup> STREET AND RHODODENDRON DRIVE INTERSECTION IMPROVEMENTS AND MULTI-USE PATH REIMBURSEMENT DISTRICT PUBLIC HEARING**

**A. PUBLIC HEARING ON REIMBURSEMENT DISTRICT**

Hear and consider written and oral testimony regarding the completion of a reimbursement district for the 35<sup>th</sup> Street and Rhododendron Drive Intersection Improvements and Multi-Use Path Construction Project.

Mike Miller  
Public Works  
Director

**B. 35<sup>TH</sup> STREET AND RHODODENDRON DRIVE INTERSECTION REIMBURSEMENT DISTRICT**

Consider approval of Resolution No. 7, Series 2024, a resolution approving the completion of the 35<sup>th</sup> Street and Rhododendron Drive Reimbursement District.

**4. RHODODENDRON FESTIVAL VENDOR FAIR STREET CLOSURE REQUEST**

**A. PUBLIC HEARING ON STREET CLOSURE**

Hear and consider written and oral testimony regarding the proposed closure of Maple Street from 1<sup>st</sup> Street to Bay Street in Old Town from Friday, May 17<sup>th</sup> to Sunday, May 19<sup>th</sup>, 2024 for the Rhododendron Festival Vendor Fair.

Lezlea  
Purcell  
Finance  
Manager

**B. RHODODENDRON FESTIVAL STREET CLOSURE REQUEST**

Consider approval of the street closure application as applied for by the Florence Area Chamber of Commerce.

**ACTION ITEMS**

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

**5. COMMUNITY ORIENTED POLICING SERVICE (COPS) GRANT APPLICATION**

Consider approval of Resolution No. 8, Series 2024, a resolution authorizing the City of Florence, Oregon to apply for a Grant from the United States Department of Justice, Community Oriented Policing Service (COPS) to assist with the funding of the School Resource Officer (SRO).

John Pitcher  
Chief of Police

**6. STATE OF OREGON LEGISLATIVE APPROPRIATION FOR A CITY OF FLORENCE WATER, SEWER, AND WASTEWATER INFRASTRUCTURE**

As identified in Senate Bill (SB) 1530 of the 2024 Oregon Legislative Session, the City of Florence was awarded a direct allocation of \$1.9 Million of General Fund appropriation as managed by Business Oregon. The purpose of this appropriation is to fund infrastructure improvements for the NW 9<sup>th</sup> Street neighborhood to stimulate development of housing units. Prior to moving forward with applying for the grant award and filling out the required grant contract intake form, the City Council will hear a report from staff regarding the terms of the grant agreement and consider providing the City Manager with authorization to proceed with preparing a response to the State demonstrating the City's eligibility to receive the funding as an infrastructure project to support the development of housing under the bill guidelines.

Erin  
Reynolds  
City Manager

**REPORT & DISCUSSION ITEMS**

**7. DEPARTMENT DIRECTOR UPDATES**

- 2024 Economic Development Annual Report
- City of Florence 2024 Community Survey

Management  
Team

**8. CITY MANAGER REPORT & DISCUSSION ITEM**

Erin  
Reynolds  
City Manager

<b>COUNCIL CALENDAR</b>		
<i>All meetings are held in person with a virtual option unless otherwise indicated</i>		
Date	Time	Description
May 9, 2024	8:45 a.m.	City Council Executive Session
May 9, 2024	9:15 a.m.	City Council Work Session
May 20, 2024	5:30 p.m.	City Council Meeting

**PUBLIC MEETINGS PROCEDURES**

The May 6, 2024 City Council meeting will be held in person, with the option to view / listen to the meeting virtually through the GotoWebinar platform.

**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 [cityrecorder@ci.florence.or.us](mailto:cityrecorder@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 at Florence City Hall (250 Hwy 101) during regular office hours (Monday through Friday 8 a.m. – Noon and 1:00 p.m. – 4 p.m.) or at the City of Florence drop box located at Florence City Hall to the right of the main entrance.

**\*\* Note:** Written comments received at least 2 hours prior to the meeting (May 6, 2024 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 at Florence City Hall or 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](http://www.ci.florence.or.us/council/request-address-city-council-speakers-card) at least 1 hour prior to the meeting (May 6, 2024 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.

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**AGENDA ITEM SUMMARY**

**FLORENCE CITY COUNCIL**

Meeting Date: May 6, 2024

Department: Mayor & Council

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**ITEM TITLE:** Presentations and Announcements

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**DISCUSSION:**

- 2024 Rhododendron Festival Month Proclamation and Introduction of the Court
  - Proclamations for Bike Month, Economic Development Month, Police Week, and Drinking Water Week
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# PROCLAMATION

Office of the Mayor, City of Florence



## 2024 Rhododendron Festival Month

**WHEREAS**, the very first Rhododendron festival took place in 1908 and it is the second oldest flower festival in Oregon and third oldest on the West Coast and is just one year younger than the Portland Rose Festival; and

**WHEREAS**, the very first Rhododendron Parade was held on the Siuslaw River; and

**WHEREAS**, the first Rhododendron festival had approximately 1,000 people and today we have over 30,000; and

**WHEREAS**, in 1974 Queen Rhododendron was awarded a scholarship for \$50 and this year both Queen Rhododendron and King of the Coast will be awarded a scholarship for \$1,750; and

**WHEREAS**, the First Rhododendron Queen, Laura Johnson was given a key to the city that was carved out of Rhododendron wood; and

**WHEREAS**, The Siuslaw Pioneer Museum houses photos and memorabilia of many past Rhododendron Courts and Festivals; and

**WHEREAS**, In 1977 was when we had our very first Rhody Run; and

**WHEREAS**, the early pioneers felt that the rhododendron was a sign that summer was not far off and that the wind and rain of winter would give way to warmer, kinder weather; and

**WHEREAS**, this event is produced by the Chamber of Commerce with support from community volunteers, other non-profits, and the business community; and

**THEREFORE, BE IT RESOLVED**, that I, Rob Ward, Mayor of the City of Florence formally declare May "Rhododendron Festival Month." Let the preparation, anticipation and festivities begin!

Be it further resolved that you are personally invited to join us for the Coronation on Saturday, May 11 at 7:00 -The Saturday before Rhody Weekend-at the Florence Event Center.

And be it further resolved that you are also invited to the Chamber After Hours at the Pioneer Museum to kick-off Rhody weekend-Thursday, May 16 at 5:00 pm where the Mayor will present the King and Queen with keys to the city.



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Rob Ward, Mayor

# PROCLAMATION

Office of the Mayor, City of Florence



## 2024 Bike Month

**WHEREAS**, throughout the month of May, the City of Florence will celebrate biking and the freedom, the joy, and the well-being it imbues within us, as well as the power that more people riding bikes has in making life better for everyone; and

**WHEREAS**, Sunday May 5<sup>th</sup> is "Ride a Bike Day," May 13<sup>th</sup> -19<sup>th</sup> is "Bike to Work Week" and Friday May 17<sup>th</sup> is "Bike to Work Day"; and

**WHEREAS**, throughout the month of May, the residents of the City of Florence and its visitors will experience the joys of bicycling through group rides, races, commuting events, educational programs, charity events, and/or by simply getting out and going somewhere by bike; and

**WHEREAS**, bicycling has been shown to improve citizens' health, well-being, and quality of life, growing the economy of the City of Florence, attracting tourism dollars and local business spending and reducing pollution, congestion and parking costs on our streets and roads; and

**WHEREAS**, the City of Florence, the Lane Council of Governments, schools, public health districts, hospitals, businesses and civic groups will be joining the League of American Bicyclists in promoting bicycling during the month of May; and

**WHEREAS**, these groups are also promoting the use of the bicycle as both a means of transportation and recreation year-round to attract more visitors to enjoy our local parks and trail systems, as well as restaurants, hotels, retail establishments, and cultural and scenic attractions; and

**WHEREAS**, these groups are also promoting greater public awareness of bicycle operation and safety education during Bike Month and year-round in an effort to reduce collisions, injuries and fatalities and improve health and safety for everyone on the road; and

**THEREFORE, BE IT RESOLVED**, that I, Rob Ward, Mayor of the City of Florence do hereby proclaim May as Bike Month in the City of Florence, and I urge all residents to join me in this special observance.



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Rob Ward, Mayor



**PROCLAMATION**  
Office of the Mayor, City of Florence

**Economic Development Week**  
**May 6-10, 2024**

**WHEREAS**, more than 100,000 economic development or related professionals worldwide are committed to creating, retaining, and expanding top-tier opportunities that facilitate long-term, equitable community growth; and

**WHEREAS**, the economic development profession cultivates thriving neighborhoods, champions sustainability and resiliency, boosts economic prosperity, enhances the quality of life, and builds robust tax bases; and

**WHEREAS**, economic development professionals operate throughout diverse economic environments, including rural, suburban, and urban settings; local, state, provincial, and national governments; public-private partnerships; chambers of commerce; institutions of higher education; among many similar organizations and associations; and

**WHEREAS**, economic development professionals serve as stewards, bridging connections between community stakeholders such as residents, business leaders, elected officials, industry executives, and educational administrations, to collaborate in promoting job creation, community investment, infrastructure advancements, and an optimistic future; and

**WHEREAS**, economic developers contribute to the betterment and progress of the City of Florence within the State of Oregon; and

**WHEREAS**, since 1926, the International Economic Development Council has been a leader and driving force in advancing economic development initiatives, with a steadfast commitment to fostering growth and prosperity in communities of all sizes worldwide through equity, inclusion, sustainability, resilience, and innovation.

**NOW, THEREFORE, BE IT RESOLVED** that I, Rob Ward, Mayor of the City of Florence, do hereby recognize May 6 to 10, 2024, as "Economic Development Week" in the City of Florence and remind individuals of the importance of this community celebration which supports expanding career opportunities and improving quality of life.



Rob Ward, Mayor



# PROCLAMATION

Office of the Mayor, City of Florence



**National Police Week**  
**May 12-19, 2024**

**WHEREAS**, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Florence Police Department;

**WHEREAS**, since the first recorded death in 1786, there are currently 24,067 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

**WHEREAS**, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC;

**WHEREAS**, 282 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 118 officers killed in 2023 and 164 officers killed in previous years;

**WHEREAS**, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 36<sup>th</sup> Candlelight Vigil, on the evening of May 13, 2024;

**WHEREAS**, the Candlelight Vigil is part of National Police Week, which will be observed this year May 10<sup>th</sup>-16<sup>th</sup>;

**WHEREAS**, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

**NOW, THEREFORE, BE IT RESOLVED** that I, Rob Ward, Mayor of the City of Florence, that the City of Florence will observe May 10-16, 2024, as National Police Week and publicly salutes the service of law enforcement officers in our community and in communities across the nation.



Rob Ward, Mayor

# PROCLAMATION

Office of the Mayor, City of Florence



## ***National Drinking Water Week*** ***May 5-11, 2024***

**WHEREAS**, water is our most valuable natural resource; and

**WHEREAS**, drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for the quality of life our citizens enjoy; and

**WHEREAS**, only tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

**WHEREAS**, any measure of a successful society – low mortality rates, economic growth and diversity, productivity, and public safety – are in some way related to access to clean safe water; and

**WHEREAS**, the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking water or a member of a pipe crew maintaining the infrastructure communities rely on to transport high quality drinking water from its source to consumers' taps; and

**WHEREAS**, we are all stewards of the water infrastructure upon which current and future generations depend; and

**WHEREAS**, the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water by familiarizing themselves with it;

**NOW, THEREFORE**, be it resolved that by virtue of the authority vested in me as Mayor of our City, I do hereby proclaim May 5-11, 2024, as Drinking Water Week.



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Rob Ward, Mayor

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 1  
Meeting Date: May 6, 2024  
Department: Mayor & Council

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**ITEM TITLE:** Public Comments – *Items Not on the Agenda*

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**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.*

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO: 2**  
Meeting Date: May 6, 2024  
Department: CMO

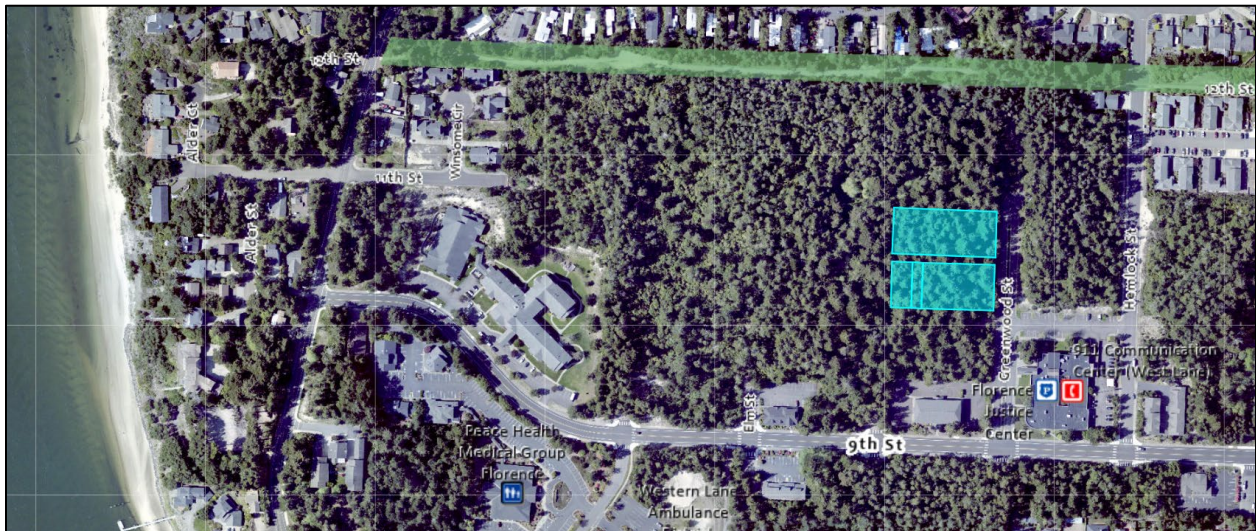
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**ITEM TITLE:** Northwest 9<sup>th</sup> Street City Owned Property Real Estate Transaction

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**DISCUSSION/ISSUE:**

Before the City Council this evening, is the consideration on the sale of the property generally located between Greenwood Street and the undeveloped platted rights-of-way (ROW) of Fir, 10th, and 11th Streets, north of 9th Street for Tax Lots 01100 and 01200 Map 18-12-27-31 in the City of Florence, Lane County, Oregon. The City is considering selling full fee and title the City owned property within the commercial use Professional Office/Institution zoning district for an Affordable Housing and Co-located Child Care Center. The City (the Seller) has no foreseeable use for the property and has had the property available for sale since 2018.



The interested Buyer has proposed purchasing the City owned property as described and show above for the purpose of creating the Elm Park Planned Unit Development (PUD) and building an Affordable Apartment Rental Complex and an Early Learning and Child Care Center. The vision at this time is to break the PUD up into two distinct parcels as illustrated in **Attachment 1**.

The interested parties or Buyers of the property are as follows:

1. Our Coastal Village, Inc. for Parcel 1 with the intention to build an Affordable Apartment Rental Complex, and
2. Chestnut Management, LLC. for Parcel 2 with the intention to build an Early Learning and Child Care Center.



At the time of the writing of this report the City Council had just concluded their confidential Executive Session on May 1, 2024. City staff will be compiling a more detailed report containing the terms that have been tentatively agreed to for each Parcel that will be posted by May 5<sup>th</sup>, on the Meeting webpage and labeled as additional information related to this agenda item. Furthermore, the terms of the agreement for each Parcel will be discussed and presented in detail during the public hearing to consider the sale of the property at the May 6, 2024 meeting at this [link](https://www.ci.florence.or.us/council/city-council-meeting-262) (for reference)

During the meeting there will be a Public Hearing held as legally required by State Law. The Public Hearing was noticed five days in advance as required by State Law (ORS 221.725) for the Sale of City Real Property. There will be an opportunity for the City Council to deliberate on such testimony received and consider the sale of the property and discuss the significant terms for the Real Estate Purchase and Sales Agreement (REPSA) for Parcel 1 and 2 as negotiated and agreed upon by both the Buyer and the Seller.

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**FISCAL IMPACT:**

The fiscal impacts for the City are being finalized and compiled at the time of writing this report, coinciding with the Executive Session being held. Should the City Council be ready to move forward with the transaction during the May 6<sup>th</sup> meeting, the fiscal impacts and significant terms of the REPSA will be further discussed during the presentation and outlined by the City Council in the direction given to the City Manager.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

- Goal 1: City Service Delivery
- Goal 3: Economic Development

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**ALTERNATIVES:**

1. Hold the Public Hearing and authorize the City Manager to execute the Real Estate Purchase and Sales Agreements (REPSAs) for Parcel 1 and 2.
  2. Do not authorize the City Manager to execute the REPSAs.
  3. Direct the City Manager to suspend negotiations.
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4. Postpone the Public Hearing to allow for additional time for negotiating the terms of the REPSAs and Executive Session Meetings.
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**RECOMMENDATION:**

Consider authorizing the sale of the Northwest 9<sup>th</sup> Street City owned properties for the Tax Lots 01100 and 01200, Map 18-12-27-31 as discussed during the May 1, 2024 City Council Meeting and authorizing the execution of the Real Estate Purchase and Sales Agreement (REPSA) for each parcel based upon the agreed upon terms presented and discussed and all other necessary documents to complete the transaction on behalf of the City.

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**AIS PREPARED BY:** Erin Reynolds, City Manager

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**CITY MANAGER'S RECOMMENDATION:**  Approve       Disapprove       Other

Comments:

*ER Reynolds*

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**ITEM'S ATTACHED:**

**Attachment 1** - Site Map

**Reference Item:**

Notice of Public Hearing

<https://www.ci.florence.or.us/council/notice-public-hearings-may-6>

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# ATTACHMENT 1

BDA ARCHITECTURE & PLANNING, P.C.  
 ARCHITECTS AND PLANNERS  
 1390 OLIVE STREET, SUITE 200  
 EUGENE, OREGON 97401  
 PHONE: 541.683.8661  
 FAX: 541.683.8662  
 WWW.BDAARCHITECTURE.COM

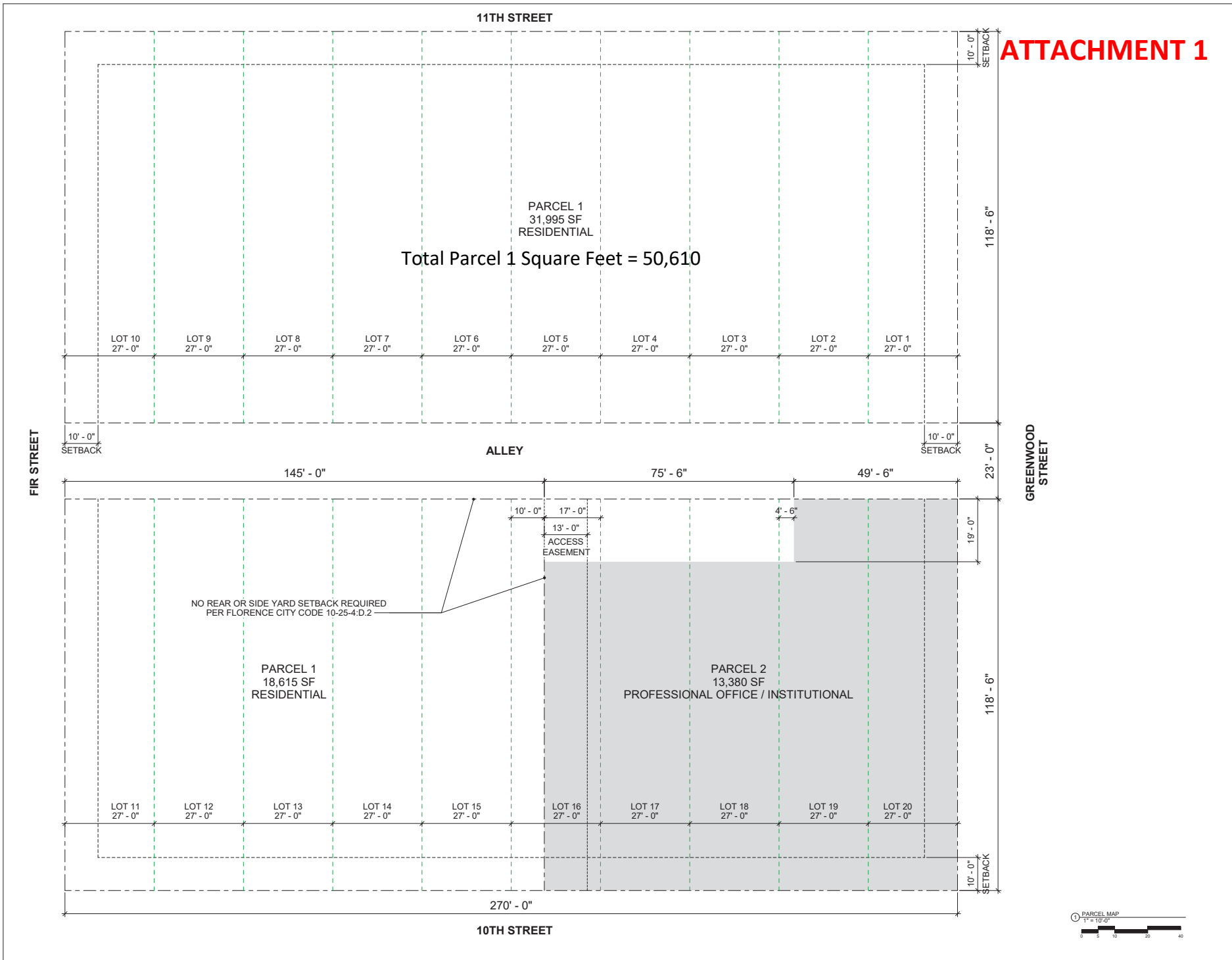
Revision Summary	
Revision Number	Revision Date

ELM PARK P.U.D.  
 10TH STREET & GREENWOOD AVENUE  
 FLORENCE, OREGON 97439  
 OUR COASTAL VILLAGE

PARCEL MAP

date: 04-09-2024  
 file: 2420  
 d.b.: LWL

A100



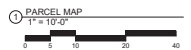
PARCEL 1  
 31,995 SF  
 RESIDENTIAL  
 Total Parcel 1 Square Feet = 50,610

PARCEL 1  
 18,615 SF  
 RESIDENTIAL

PARCEL 2  
 13,380 SF  
 PROFESSIONAL OFFICE / INSTITUTIONAL

NO REAR OR SIDE YARD SETBACK REQUIRED  
 PER FLORENCE CITY CODE 10-25-4.D.2

ACCESS  
 EASEMENT



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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO: 3**  
Meeting Date: May 6, 2024  
Department: Public Works

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**ITEM TITLE:** 35<sup>th</sup> and Rhododendron Drive Intersection Improvements and Multi-Use Path Reimbursement District Public Hearing

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**DISCUSSION/ISSUE:**

City is developing a project that will improve the intersection of 35<sup>th</sup> Street and Rhododendron Drive by widening the intersection to include a dedicated left turn lane from Rhododendron Drive south bound onto 35<sup>th</sup> Street. The project will also include the extension of a separated multi-use path along the east side of Rhododendron Drive from 35<sup>th</sup> Street north to Tournament Drive.

The City is requesting the formation of a Reimbursement District (RID) to recover a portion of the costs associated with these improvements. There are eight properties that will receive direct benefit from the construction of the street and separated multi-use path improvements.

On March 18, 2024, Public Works presented a detailed staff report in accordance with FCC 8-5-1-3. Council directed that a public hearing be held on the proposed RID consistent with the Public Works Director's report. The City did give notice of the public hearing which complied with FCC8-5-1-4; notice was sent to the affected property owner on April 16, 2024; and a public notice was published in the Siuslaw News on April 24, 2024.

The proposed district area consists of the following benefiting properties: Map Reference Number 18-12-15-33, Tax Lots 04600 and 00700; Map Reference Number 18-12-15-34, Tax Lots 03800, 03900, 04000, 04100, and 04200; and Map Reference Number 18-12-22-21, Tax Lot 01900. These properties will reimburse the City at the time of development or redevelopment, if the development or redevelopment takes place within 15 years after the RID is created. The 15 year expiration of the RID means that there is a possibility that the City will not be fully reimbursed for the improvements.

The City Engineers provided preliminary estimates for construction of the Rhododendron and 35<sup>th</sup> Street intersection and extension of the multi-use path along Rhododendron Drive north of 35<sup>th</sup> Street. The estimated total cost for design, construction, construction management and contingency of the improvements is approximately \$346,723. The City contribution is \$176,483 of the associated costs.

The proposed assessments are based on three different variables. These variables include the associated part of the project a property benefits from (intersection improvements, separated multi-use path or both), the cost of the improvements and the number of density/lots allowed by code. All of the lots included in the district are very large and will be divided in the future or

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include residential units such as apartments or condominiums. Lots with more density pay more than those with less. For properties participating in the cost of the intersection improvements, their share of the project costs are \$70,000 divided by the number of potential equivalent dwelling units (EDU's) equals \$445.86 per EDU ( $\$70,000 \div 157 \text{ EDUs} = \$445.86$ ). For properties participating in the cost of the separated multi-use path improvements, their share of the project costs are \$100,240 divided by the number of potential EDU's equals \$596.67 per EDU ( $\$100,240 \div 168 = \$596.67$ ).

Notice of this hearing was provided as outlined in 8-5-1-4. As of this writing, no written comments have been received. Reimbursement districts are considered as one of the financial tools available to ensure that all benefited properties contribute fairly to the cost of the needed public improvements. The reimbursement district is established by resolution and becomes effective on the date that the City Council adopts the resolution forming the district.

Within three months after completion and acceptance of the improvements by the City, the Public Works Director shall review the actual costs and prepare a written report for the City Council. The Council shall consider the report and either direct that a public hearing be held on the completed improvements or modify the report on the completed improvements in the reimbursement district and direct that notice consistent with the requirements of Section 8-5-1-4 of the hearing be given for the final project reimbursement schedule. Following the final public hearing, the City Council shall have the authority to approve, rescind, or modify the reimbursement and place liens against the benefited properties.

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**FISCAL IMPACT:**

The Project will be paid for by the City, with cost recovery from the benefited properties occurring upon development or redevelopment of their property over the next 15 years.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

The development of a Reimbursement District to recover the costs associated with potential growth and benefiting properties within the Rhododendron Drive Realignment and Improvement Project is related to the City work plan objectives under Infrastructure & Capital Improvements: Streets & Sidewalks

- Objective: Reconstruct Rhododendron Drive – Wildwinds to 35<sup>th</sup> including realignment, separated multi-use path and improved river overlook/parking area.
- Objective: Plan for development and construction of the continuation of a separated 12' multi-use path along Rhododendron from 35<sup>th</sup> to North Jetty Road, and from North Jetty Road to Heceta Beach Road.

The development of a Reimbursement District is also related to the following overarching City Goals:

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- City Service Delivery – improving the delivery of cost effective and efficient services by implementing the Transportation System Plan to areas that have had economic challenges.
- Livability & Quality of Life – being responsive to our community’s needs with safe, efficient, effective and sustainable service delivery.
- Economic Development – by leveraging private property owner’s contributions to a larger project and utilizing SDC’s and other resources to assist in paying for qualifying costs of excess capacity which lowers the overall costs to the individual property owner. This project should eliminate a large road block to development and allow properties to develop to their highest and best use.:
- Communication & Trust – strengthening citizen trust by cooperatively working with property owners for the logical improvement of Rhododendron Drive and 35<sup>th</sup> Street and the extension of the separated multi-use path.
- Financial & Organizational Sustainability – leveraging public and private funds to complete transportation safety enhancements for the City.

**ALTERNATIVES:**

1. Adopt a resolution forming the 35<sup>th</sup> and Rhododendron Drive Intersection and Multi-Use Path Reimbursement District consistent with this report, that assesses benefiting properties described as Map Reference Number 18-12-15-33, Tax Lots 04600 and 00700; Map Reference Number 18-12-15-34, Tax Lots 03800, 03900, 04000, 04100, and 04200; and Map Reference Number 18-12-22-21, Tax Lot 01900; and take other actions noted in the Florence City Code related to property owner notice and filing notice with the County Assessor’s Office; or
2. Modify the proposed district by revising the scope of improvements, reducing or enlarging the boundaries of the district, changing the assessment methodology, or making other modifications as it finds reasonable; or
3. Do not adopt a resolution forming a reimbursement district if the district is not in the best interest of the city; or
4. Direct Staff to acquire additional information and return for Council action.

**RECOMMENDATION:**

Adopt Resolution No. 7, Series 2024 creating a reimbursement district for the 35<sup>th</sup> and Rhododendron Drive Intersection improvements and separated multi-use path improvements along Rhododendron Drive between 35<sup>th</sup> Street and Tournament Drive, consisting of Map Reference Number 18-12-15-33, Tax Lots 04600 and 00700; Map Reference Number 18-12-15-34, Tax Lots 03800, 03900, 04000, 04100, and 04200; and Map Reference Number 18-12-

22-21, Tax Lot 01900; and take other actions noted in the Florence City Code related to property owner notice and filing notice with the County Assessor's Office.

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**AIS PREPARED BY:** Mike Miller, Public Works Director

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**CITY MANAGER'S RECOMMENDATION:**  Approve       Disapprove       Other

Comments:

*ER Reynolds*

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**ITEM'S ATTACHED:**

**Attachment 1**- Resolution No. 7, Series 2024

**Exhibit 1** – Map of the project area showing participation

**Exhibit 2** – Table of Assessments

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## CITY OF FLORENCE RESOLUTION NO. 7, SERIES 2024

### A RESOLUTION ESTABLISHING THE 35<sup>TH</sup> AND RHODODENDRON DRIVE INTERSECTION IMPROVEMENTS AND MULTI-USE PATH REIMBURSEMENT DISTRICT

#### RECITALS:

1. The City of Florence is requesting the establishment of a reimbursement district for intersection improvements at 35<sup>th</sup> Street and Rhododendron Drive, including a separated multi-use path along the east side of Rhododendron Drive between 35<sup>th</sup> Street and Tournament Drive.
2. The City Council has determined a need to construct intersection improvements at 35<sup>th</sup> Street and Rhododendron Drive to include a dedicated south bound left turn lane from Rhododendron Drive to 35<sup>th</sup> Street; and a separated multi-use path along the east side of Rhododendron Drive between 35<sup>th</sup> Street and Tournament Drive where currently none of these improvements exist.
3. The City Council considered the Public Works Directors' written report on March 18, 2024 in compliance with Florence City Code 8-5-1-3 that described the proposed improvements, area to be considered within the district, estimated costs of the improvements, and the methodology for spreading the cost among the parcels within the reimbursement district. The City Council finds that the described methodology for spreading the reimbursement fees to be reasonable and fair given the benefits of the project provided to each property. The Public Works Directors' report is incorporated herein.
4. Notice of the public hearing complying with FCC 8-5-1-4 was sent to the affected property owners on April 16, 2024 and a public notice was published in the Siuslaw News on April 24, 2024.
5. The City Council held a public hearing pursuant to FCC 8-5-1-5 on May 6, 2024 at the time and place stated in the public notice and after being fully advised by the testimony and reports presented at the hearing determined to proceed with the establishment of a proposed reimbursement district for the construction intersection improvements at 35<sup>th</sup> Street and Rhododendron Drive, including a separated multi-use path along the east side of Rhododendron Drive between 35<sup>th</sup> Street and Tournament Drive.

Based on these findings,

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

1. There is hereby established a reimbursement district comprised of properties abutting the east side of Rhododendron Drive between 35<sup>th</sup> Street and Tournament Drive. The proposed district area consists of the following eight benefiting properties as described as Assessor's Map Reference Number 18-12-15-33, Tax Lots 04600 and 00700; Map Reference Number 18-12-15-34, Tax Lots 03800, 03900, 04000, 04100, and 04200; and

Map Reference Number 18-12-22-21, Tax Lot 01900. A map of the reimbursement district boundaries is attached as Exhibit A.

2. Improvements will be constructed at the intersection of 35<sup>th</sup> Street and Rhododendron Drive to include a dedicated left turn lane from Rhododendron Drive south bound onto 35<sup>th</sup> Street as well as the extension of 1,230 feet of separated multi-use path along the east side of Rhododendron Drive between 35<sup>th</sup> Street and Tournament Drive.
3. As the applicant for the reimbursement district, the City will pay for all of the improvements, including project management. The current estimated costs of the project are \$346,723. Of the \$346,723, eight benefiting properties Assessor's Map Reference Number 18-12-15-33, Tax Lots 04600 and 00700; Map Reference Number 18-12-15-34, Tax Lots 03800, 03900, 04000, 04100, and 04200; and Map Reference Number 18-12-22-21, Tax Lot 01900 will contribute reimbursement fees in the total amount of \$176,483, apportioned by the number of potential equivalent dwelling units (EDU's). The reimbursement fees will be paid to the City development or redevelopment as provided in FCC 8-5-1-12. The City's right of reimbursement shall not extend beyond fifteen (15) years from the District formation, up to and including May 6, 2039.
4. The reimbursement fees are based on three different variables: associated part of the project a property benefits from (intersection improvements, separated multi-use path or both), cost of the improvements and the number of density/lots allowed by code. The fees for each property are listed on the attached Exhibit B. Reimbursement fee adjustment pursuant to FCC 8-5-1-13 shall be made by the City. The fee adjustment shall be based on the Engineering News Record (ENR) 20-City Composite Construction Cost Index and shall be the difference between the ENR beginning one year after the completion of the project and the ENR for the month in which any of the actions in FCC 8-5-1-12 are approved and which require payment of the reimbursement fee.
5. The reimbursement fees shall be charged against specially benefited property for a capital construction project, shall be limited to the cost of construction and engineering, not exceed actual cost, are for bestowal of a special benefit to specific property or to rectify a problem caused by specific property, and shall be payable upon the initiation of development activities identified in FCC 8-5-1-12 of the specially benefited properties. Therefore, the reimbursement fees to be levied for these improvements shall not result in an assessment upon or a lien against real property and the reimbursement fees collected by the City are not taxes subject to the property tax limitation in Article XI, Section 11b, of the Oregon Constitution.
6. The City shall notify all property owners within the district of the adoption of this reimbursement district resolution. The City Recorder shall cause this Resolution to be filed with the County Assessor and recorded in the real property records for Lane County so as to provide notice to potential purchasers of property within the district. The recording shall not create a lien.
7. Within three months after completion and acceptance of the improvements by the City, the Public Works Director shall review the actual costs and prepare a written report for the City Council. The Council shall consider the report and either direct that a public hearing be held on the completed improvements or modify the report on the completed improvements in the reimbursement district and direct that notice consistent with the requirements of FCC 8-5-1-4 of the hearing be given for the final project reimbursement

schedule. Following the final public hearing, the City Council shall have the authority to approve, rescind, or modify the reimbursement and place liens against the benefited properties.

8. Except as this Resolution makes express, the reimbursement district shall be governed by the provisions of FCC Chapter 8-5.
9. This Resolution is effective upon adoption, and the date of formation of the reimbursement district shall be the effective date of this Resolution.

ADOPTION:

This Resolution is passed and adopted on the 6<sup>th</sup> day of May, 2024.

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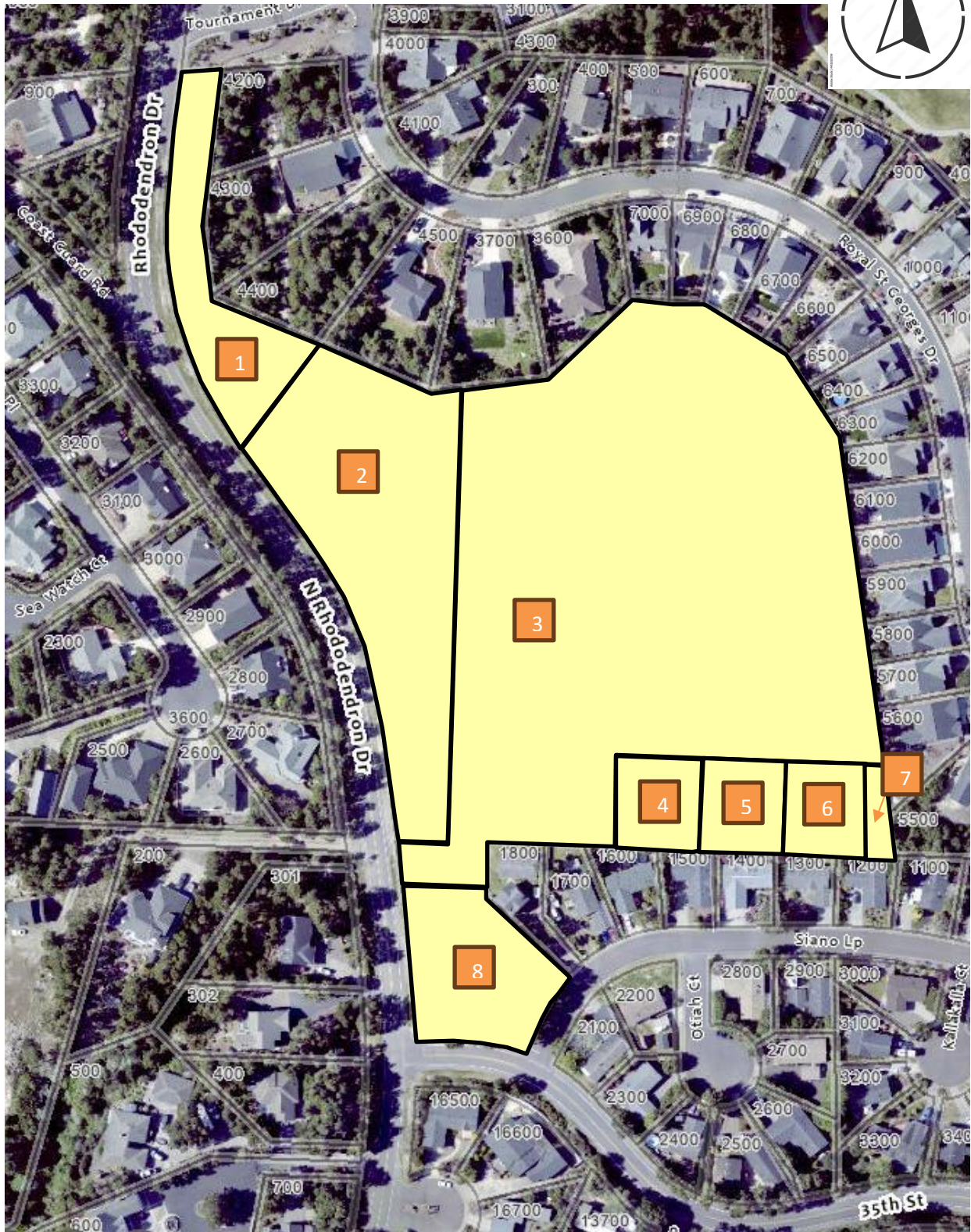
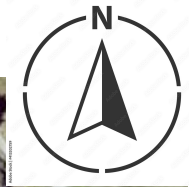
Rob Ward, Mayor

Attest:

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Lindsey White, City Recorder

**City of Florence**  
**Map of the Project Area Showing Cost Share**



	Map & Tax Lot	Owner	Acreage	Cost Share
1	18-12-15-33-04600	Sandpines West Lot Owners Assoc,	0.67	\$6,563.00
2	18-12-15-33-00700	Apic Florence Holdings, LLC	1.85	\$33,360.96
3	18-12-15-34-03800	Apic Florence Holdings, LLC	5.93	\$105,295.50
4	18-12-15-34-03900	Apic Florence Holdings, LLC	0.25	\$4,170.12
5	18-12-15-34-04000	Apic Florence Holdings, LLC	0.25	\$4,170.12
6	18-12-15-34-04100	Apic Florence Holdings, LLC	0.25	\$4,170.12
7	18-12-15-34-04200	Apic Florence Holdings, LLC	0.06	\$1,042.31
8	18-12-22-21-01900	Apic Florence Holdings, LLC	0.63	\$11,467.83

City of Florence  
Table of Assessments for the Reimbursement District

**Exhibit B**

Taxlot	Owner's Name	Area in Acres	Area in Square Feet	Potential EDU's	Cost share for intersection improvements	Cost share for Multi-use Path	Total cost share
1812153304600	Sandpines West Lot Owners Assoc. Inc	0.67	29,185	11	N/A	\$6,563.00	\$6,563.00
1812153300700	Apic Florence Holdings, LLC	1.85	80,586	32	\$14,267.52	\$19,093.44	\$33,360.96
1812153403800	Apic Florence Holdings, LLC	5.93	258,311	101	\$45,031.86	\$60,263.67	\$105,295.53
1812153403900	Apic Florence Holdings, LLC	0.25	10,890	4	\$1,783.44	\$2,386.68	\$4,170.12
1812153404000	Apic Florence Holdings, LLC	0.25	10,890	4	\$1,783.44	\$2,386.68	\$4,170.12
1812153404100	Apic Florence Holdings, LLC	0.25	10,890	4	\$1,783.44	\$2,386.68	\$4,170.12
1812153404200	Apic Florence Holdings, LLC	0.06	2,614	1	\$445.84	\$596.48	\$1,042.32
1812222101900	Apic Florence Holdings, LLC	0.63	27,443	11	\$4,904.46	\$6,563.37	\$11,467.83
Totals		9.89	430,809	168	\$70,000.00	\$100,240.00	\$170,240.00

Cost per EDU for Rhododendron Drive & 35th Street Intersection Improvements - \$445.86 ( $\$70,000/157 \text{ EDUs} = \$445.86 \text{ per EDU}$ )

Cost per EDU for separated Multi-use Path along Rhododendron Drive north of 35th - \$596.67 ( $\$100,240/168 \text{ EDUs} = \$596.67 \text{ per EDU}$ )



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**AGENDA ITEM SUMMARY****ITEM NO: 4****FLORENCE CITY COUNCIL**

Meeting Date: May 6, 2024

Department: Finance

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**ITEM TITLE:** Request for Temporary Street Closure –  
117<sup>th</sup> Annual Rhododendron Festival Vendor Fair

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**DISCUSSION/ISSUE:**

The City of Florence received a request from Florence Area Chamber of Commerce, Mitzi Hathaway for a temporary street closure permit for the 117<sup>th</sup> Annual Rhododendron Festival Vendor Fair scheduled for Friday, May 17, 2024 through Sunday, May 19, 2024.

The event is a 3-day vendor fair sponsored by the Florence Area Chamber of Commerce. This event is in conjunction with the Rhody Days celebration. There will be room for 30 vendor booths maximum to participate for the weekend. This event is held on Maple Street and benefits all the restaurants, shops, and lodging facilities all over town. This is also a great time for residents to enjoy a fun event. The applicant is requesting permission to close Maple St. between Bay St. and 1st St.

<b>Schedule of Events</b>	
8:00 a.m.	May 17 <sup>th</sup> – Closure will begin. Vendor set up will commence.
10:00 a.m. – 10:00 p.m.	May 17 <sup>th</sup> – May 19 <sup>th</sup> – Vendor fair will be open to the public.
7:00 p.m.	May 19 <sup>th</sup> † – Street closure will end.

The attached application, map, request recommendations, and other materials are included that stipulate the specifics of the temporary street closure. The mailing of the applicable notice as required by code was performed by the City's Finance Office for the public hearing / comment on this agenda item. Notices were mailed to business owners / managers, property owners and site addresses within 100 feet of the proposed street closure on April 15<sup>th</sup> as well as Siuslaw Valley Fire & Rescue and Western Lane Ambulance District. A public

hearing notice was published in the Siuslaw News on April 26<sup>th</sup>.

**Street Closure / Special Event Regulation**

The City of Florence regulates special events that will affect the ordinary use of city property, public streets, rights-of-way or sidewalks, and those that may require an increased presence of City personnel. This regulation gives the City an opportunity to assess traffic impacts, safety

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concerns, possible noise violations, fire / ambulance access, and to avoid undue hardship to adjacent businesses.

In order to apply for a street closure, the applicant must submit responses to the criteria listed within the Florence City Code. Enclosed with the materials for this agenda item is a representation of the code provisions for street closures and how those provisions are addressed via findings. These responses are contained in Attachment 2. In order to approve the application, Staff recommends the following conditions of approval:

<b>Staff Recommendations for Permit Conditions for Approval:</b>	
1.	Applicant is required to post 'no parking' signage in the affected street closure areas for the time periods when the road is to be closed.
2.	Florence Police will not begin enforcement of the prohibited parking posting for all non-participants until Thursday, May 18, 2023.
3.	Applicant shall permit delivery vehicles access as required.
4.	Applicant shall ensure that no permanent business shall be blocked by the activities and shall make efforts to ensure that foot traffic continues to permanent businesses.
5.	The applicant shall have 2 traffic control points:  1. Intersection of Maple Street and Bay Street. 2. Intersection of Maple Street and 1 <sup>st</sup> Street.
6.	All traffic control points shall be staffed at all times by at least one person with communication capability with the applicant or their designee.
7.	There shall be one person "rover", either the applicant or their designee, to supervise the event at all times. This person shall have communication capability with all traffic control points.

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**FISCAL IMPACT:**

Street closure applications affect the City fiscally by the staff time inherent in processing the applications including:

- Meeting(s) with the applicant,
- Mailing notices to surrounding interested parties,
- Reviewing the application and preparing it for Council decision, and
- Increased police presence during the event.

The applicant has paid the \$275 street closure fee.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

Goal 1: Deliver efficient and cost-effective city services.

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**ALTERNATIVES:**

1. Approve the request to temporarily close a city street as identified in the application with the conditions specified.
  2. Do not approve the request to temporarily close a city street as identified in the application.
  3. Approve the request to temporarily close a city street as identified in the application, but modify, change, add, or delete any conditions of the permit or require fees.
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**RECOMMENDATION:**

Approve the request to temporarily close a city street as identified in the application with the conditions specified.

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**AIS PREPARED BY:** Lezlea Purcell, Finance Manager

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**CITY MANAGER'S  
RECOMMENDATION:**

Approve                       Disapprove                       Other

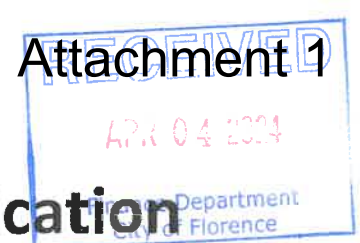
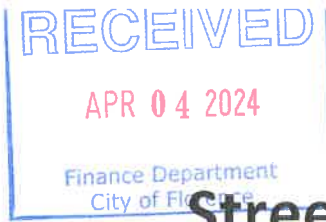
Comments:

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**ITEM'S ATTACHED:**

Attachment 1 – Street application including map  
Attachment 2 – Applicant response to code criteria and staff findings  
of code compliance

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City of Florence

# Street Closure Application

City Hall ~ 250 Hwy 101, Florence, OR 97439  
(541) 997-3437 – www.ci.florence.or.us

Application must be submitted at least 45 days prior to the event.  
Please see reverse for information about the street closure approval process.

Name of Event:	117th Annual Rhododendron Festival Vendor Fair	
Detailed description of Event: <small>(Including purpose and statement of how the event will benefit the citizens of Florence)</small>	May 17th from 10 am - May 19th 7pm A tradition of food and merchandise vendors that brings out locals and thousands of tourists that brings significant economic revenue to Florence.	
General Location of Street Closure:	Maple Street from Bay St to 1st St	
Date(s) of Street Closure:	From: May 17	To: May 19
Hour(s) of Street Closure:	From: 8 am	To: 7 pm
Please describe admission fees (if any):	None	

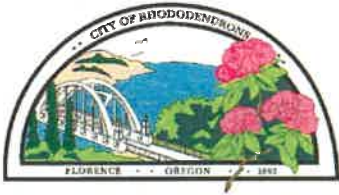
### Additional Information Required

Below is a check list of the required information for the City of Florence to complete the review of your application:

<input checked="" type="checkbox"/> The full name and contact information for all event organizers including those that will be at the event during all hours of the event.	<input checked="" type="checkbox"/> Map and description of all streets and rights of way affected by the closure.
<input checked="" type="checkbox"/> A detailed plan for ingress and egress from the closed area including the number of access points, who will be allowed ingress and egress at those points, and how these points will be staffed and controlled. Plan must include consideration for: <ul style="list-style-type: none"> <li>• Delivery trucks</li> <li>• Participants / Attendees</li> <li>• General Public</li> <li>• Residents</li> <li>• Emergency Vehicles</li> </ul>	<input checked="" type="checkbox"/> A detailed security plan including: <ul style="list-style-type: none"> <li>• The number and deployment of security personnel (including qualifications of the personnel for events over 500 people)</li> <li>• Temporary fencing plan</li> <li>• Crowd control plan</li> <li>• Traffic Control Plan</li> <li>• Plan for how first aid will be provided at the event</li> </ul>
<input checked="" type="checkbox"/> An estimate as to how many participants and attendees are expected at the event and an explanation of how the estimate was derived.	<input checked="" type="checkbox"/> A sanitation plan providing details on public restrooms and sanitation facilities provided.
<input checked="" type="checkbox"/> Statement as to whether alcohol will be consumed or sold during event, and a copy of OLCC permits if applicable.	<input checked="" type="checkbox"/> If sound producing devices or amplification will be used, Noise Variance Application must be included. – If goods / services will be sold, a Business License Application must be included.
<input checked="" type="checkbox"/> Proof of liability insurance in the form and amount approved by the City Manager naming the City as additionally insured. (If alcohol will be sold, proof of obtainment of commercial liquor liability insurance. - \$500,000 for events of less than 500 people, \$1,000,000 for events greater than 500 people)	<input checked="" type="checkbox"/> A written agreement to indemnify the city against any and all claims related to the applicant's actions or inactions related to the event. Such indemnity shall be approved by the City Manager.

### Primary Event Contact Information

Contact Name:	Mitzi Hathaway		
Mailing Address:	290 Hwy 101	City, State, Zip:	Florence, OR 97439
Contact Phone:	541-997-3128 X2	Contact Email:	events@florencechamber.com
Signature:	<i>Mitzi Hathaway</i>	Date:	4-1-2024



*City of Florence*

# Street Closure Information

City Hall ~ 250 Hwy 101, Florence, OR 97439  
(541) 997-3437 – [www.ci.florence.or.us](http://www.ci.florence.or.us)

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## Process for Street Closure Applications

Street Closure applications are approved by the City Council after completion of a public hearing in which all interested parties are allowed input on the application. After receipt of a complete application, staff will review the materials submitted to make a recommendation to the City Council as to whether the event will pose an unreasonable or significant threat to the public health or safety that cannot be mitigated by the applicant. The recommendation will address compliance or noncompliance with the following criteria:

1. The street closure and/or event will not disrupt traffic within the City beyond practical solution.
2. The street closure and/or event will not create unreasonable or significant safety issues.
3. The street closure and/or event will not result in a violation of the city's noise variance.
4. The street closure and/or event will not unreasonably interfere with access to fire stations and hydrants.
5. The street closure and/or event will not unreasonably interfere with access to the affected area by police, fire, ambulance, or other emergency service providers.
6. If alcohol is served or sold at the event, the applicant has obtained all necessary OLCC permits and includes an adequate plan to demonstrate compliance with all state and local laws.
7. The street closure and/or event will not cause undue hardship to adjacent businesses, public services including public transit, public buildings, and/or residences which cannot be reasonably mitigated by the applicant.
8. The applicant has provided proof of insurance in a form and amount as approved by the city manager sufficient to protect the City and the public from risk of any liability created by the street closure and/or event.
9. The information provided by the applicant is credible and the plans submitted are adequate to protect the city, the public and the affected property owners.
10. The potential harm and inconvenience to the public and affected property owners created by the road closure has been reasonably mitigated and avoided.

Prior to the Council meeting, City staff will send public hearing notices to property owners and businesses within 100 feet of the proposed closure, and to Siuslaw Valley Fire and Rescue and Western Lane Ambulance. At the hearing, the mayor will allow the applicant to make a presentation concerning the proposal, and will allow all interested parties a chance to weigh in on the proposal. The Council will consider all testimony before making a decision.

## Attachment 2 Rhododendron Festival Vendor Fair Street Closure Request Code Criteria Response and Findings

<b>Applicant Response:</b>	
<b>1.</b>	<p><i>The full name and contact information for all event organizers and a detailed description of the event, including dates, hours, admission fees, and purpose, and a statement as to how the event will benefit the citizens of Florence.</i></p> <p>Mitzi Hathaway</p> <p>Director of Tourism Development Florence Area Chamber of Commerce Office: 541-997-3128; 503-880-8303</p> <p>The event is a three-day vendor fair and sponsored by the Florence Area Chamber of Commerce to be held on May 17, 18 and 19<sup>th</sup>. This is our 117th year of sponsoring this event, and we will allow 30 vendor booths maximum to participate during the weekend. The vendor booths will be placed in two rows, separated by a 6-foot space per the Fire Marshall's requirement, down the center of Maple Street, allowing ample, safe pedestrian traffic and access to Maple Street occupancies. This event is held on Maple Street and benefits all the restaurants, shops, and lodging facilities all over town. This is also a great time for residents to enjoy a fun event.</p> <p>There is a vendor fee, but no charge to the residents of Florence and all other visitors coming into town.</p>
<b>2.</b>	<p><i>A map and description of all streets and rights-of-way affected by the closure with sufficient detail to allow the City to complete the review and assess the impact of the closure.</i></p> <p>There is a map enclosed regarding street closure (Attachment 1)</p>
<b>3.</b>	<p><i>A list of all businesses within 100' of the portion of the streets to be closed.</i></p> <p>A list of all businesses within 100' of the portions of the streets to be closed was generated and will be used to notify surrounding businesses of the proposed street closure. Businesses include Homegrown Public House, Siuslaw Pioneer Museum, Beth Rudometkin- American Pacific Mortgage, Thrifty Threads, Chicken Coop on Maple, Maple Street Bistro, Pacific Frameworks, Florence Regional Arts Alliance, Wind Drift Gallery, Sunrise Healing Arts.</p>
<b>4.</b>	<p><i>A detailed plan for ingress and egress from the closed area including delivery trucks, participants, attendees, the general public, residents, and emergency vehicles. This plan must include the number of access points, who will be allowed ingress and egress at those points, and how these points will be staffed and controlled.</i></p> <p>Thirty vendor booths will be placed in the center of Maple Street in two sections, north and south of the alley, with alley access maintained for emergency access. Vendor load in will be allowed at both ends of Maple Street vendor area. There will be barricades on Maple Street located approximately 50' north of the intersection with Bay Street, and approximately 50' south of the intersection of First Street, to allow two residents at each end ingress and egress to their properties. At the request of the local police department, 1<sup>st</sup> Street will remain open to traffic during all activities.</p>

5.	<p><i>An estimate as to how many participants and attendees are expected at the event including an explanation of how the estimate was derived.</i></p>
	<p>It is estimated that between 17,000 people will attend the 117<sup>th</sup> Rhododendron Festival. This estimate has been used for recent past Rhododendron celebrations and obtained from personal observation and from those who have managed this event in the past.</p>
6.	<p><i>A sanitation plan providing details as to how the organizers plan to accommodate the expected attendees and participants with an appropriate number of public restrooms or sanitation facilities.</i></p>
	<p>There are public restrooms by Mo's, the Sponsors will also be providing two portable restrooms, 2 rolling trash dumpsters (one on each end of the vendor fair). Portable restrooms will be put into place on Friday May 17th emptied each morning of the event. The Chamber has arranged a daily dumping schedule and the vendor fair committee members will check the trash needs mid-morning on Saturday; and mid-morning on Sunday; and after the vendors have vacated Maple Street on Sunday. This area will be cleaned as needed.</p>
7.	<p><i>A security plan which must include the number and deployment of security personnel, a temporary fencing plan, a crowd control plan, a traffic control plan, and a plan for how first aid will be provided during the event. For Special Events predicted to have a total attendance of greater than 500 people, the applicant shall supply information concerning the qualifications of the personnel that will provide crowd control and traffic control.</i></p>
	<p>Traffic will be controlled by barricades at the north and south ends of the vendor booths on Maple Street. Alley way access onto Maple Street will be blocked with a barricade but will serve as access points for emergency vehicles. Security will be provided by Reedsport Police from 7:00 p.m. to 7:00 a.m. during the vendor fair when vendors are not present. The security personnel will be instructed to allow access for the resident at the south end and the resident at the north end of the vendor area.</p>
8.	<p><i>A statement as to whether alcohol will be consumed or sold during the special event, a copy of all required OLCC permits, or a statement that all required permits will be obtained and copies provided prior to the special event; and a plan which demonstrates compliance with all state and local laws, rules, and regulations. If alcohol will be sold at the Special Event, the applicant will obtain a commercial liquor liability insurance policy and submit a certificate of insurance to the City. For special events predicted to have total attendance of less than 500 people, the policy shall be for coverage of at least \$5,00,000 combined single limit per occurrence. For special events predicted to have total attendance greater than 500 people, the policy shall be for coverage of at least \$1,000,000 combined single limit per occurrence.</i></p>
	<p>No alcohol will be sold at this event. They will be able to purchase alcohol only at restaurants and bars.</p>

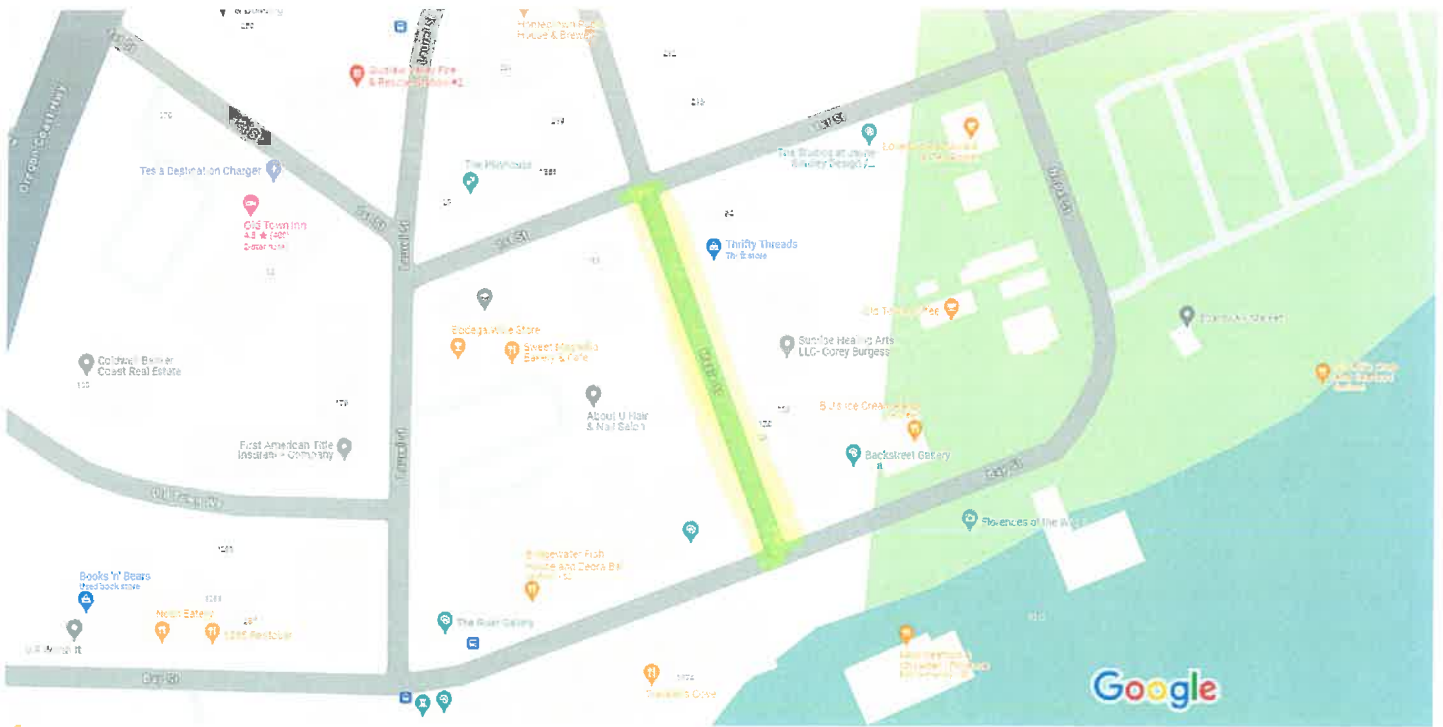
<b>Staff Findings:</b>	
1.	<p><i>The street closure and/or Special Event will not disrupt traffic within the city beyond practical solution.</i></p> <p>Staff finds that it does not.</p>
2.	<p><i>The street closure and/or Special Event will not create unreasonable or significant safety issues for the participants, the public, attendees, pedestrians, motorists or others.</i></p> <p>Staff finds that it does not. It will increase safety of the vendor fair attendees.</p>
3.	<p><i>The special event will not result in a violation of the City's noise ordinance, FCC 6-1-2-3. If the applicant is planning to use any sound producing devices which may violate the noise ordinance, a separate application for a variance under FCC 6-1-2-3 must accompany the application for a street closure. A final decision on the street closure application will not be made until after a final decision is made on the application for a variance to the noise ordinance.</i></p> <p>The applicant has requested a noise variance as indicated above because of possible generator noise. We have requested that all vendors use low decibel generators.</p>
4.	<p><i>The Special Event and/or the street closure will not unreasonably interfere with access to fire hydrants.</i></p> <p>Staff finds that it does not. There's only one hydrant located on that block, at the SE corner of 1<sup>st</sup> and Maple Streets, so access should not be affected and there is already no parking there. The booths will be located in the center of the street, not on the curb.</p>
5.	<p><i>The special event and/or the street closure will not unreasonably interfere with access to the affected area by police, fire, ambulance, or other emergency services providers.</i></p> <p>Staff finds that it does not. The entire length of the street will be accessible to emergency vehicles via 1<sup>st</sup> and Maple</p>
6.	<p><i>If alcohol will be served or sold at the Special Event, applicant will obtain or has obtained any and all necessary OLCC permits. Applicant shall include a plan in the application which demonstrates the ability to comply with all state and local laws, rules and regulations.</i></p> <p>Not applicable - All alcohol will have to be purchased and consumed by attendees in the businesses licensed by OLCC.</p>



9.	<p><i>A disclosure as to when and whether any sound producing devices including musical instruments will be used during the Special Event and when and where any sound will be amplified for any purpose during the event.</i></p>
	<p>The applicant has requested and received a noise variance for the use of generators at the vendor fair. The noise will occur during open hours of the vendor fair, Friday from 10:00 a.m. - 10:00 p.m.; Saturday from 10:00 a.m. - 10:00 p.m.; and Sunday from 10:00 a.m. - 7:00 p.m.</p>
10.	<p><i>Proof of liability insurance for the Special Event in the form and amount approved by the City Manager naming the City as additional insured.</i></p>
	<p>The Chamber has submitted proof of liability insurance from their insurance agency.</p>
11.	<p><i>An approved City business license if required by FCC 3-1-4.</i></p>
	<p>The applicant has applied for a Master Vendor License and will supply sufficient and appropriate ID, and business license fee from each Vendor which will be provided to the City</p>
12.	<p><i>Approvals to place any signage within the rights of way as required by FCC 10-26-6.</i></p>
	<p>There is no signage planned for this event.</p>
13.	<p><i>A list of on-site contact persons that will be at the Special Event during all hours of the Special Event. The list shall contain the contact information for each contact person such that the City will be able to reach the contact person during the Special Event.</i></p>
	<p>A list of on-site contact persons has been provided to the Police Department. Mitzi Hathaway will be reachable 24/7 at 503-880-8303</p>
14.	<p><i>Consent to attend a pre-special event conference with city staff to prepare for the special event should such conference be requested by the City Manager, or designee.</i></p>
	<p>Planning meeting and any follow up meetings can be set up with Director of Tourism Development Mitzi Hathaway at the above number.</p>
15.	<p><i>A written agreement to indemnify the city against any and all claims related to the applicant's actions or inactions related to the Special Event. Such indemnity shall be in a form approved by the City Manager.</i></p>
	<p>To be provided by the city for the applicant to execute upon approval of the application by the City Council.</p>

7.	<p><i>The special event and/or street closure will not cause undue hardship to adjacent businesses, public services including public transit, public buildings, and/or residence which cannot be reasonably mitigated by the applicant. If the special event will create undue hardships for adjacent businesses, public services, or residences, the applicant shall provide and fund a plan to mitigate or avoid these hardships.</i></p>
	<p><u>Parking</u>: Approximately 12 street parking spaces will be blocked by the vendor fair. Additional street parking is available along 1<sup>st</sup> and Bay Streets, as well as north along Maple Street. The Chamber of Commerce has taken steps to provide access to businesses affected by the street closure by providing additional staffing to allow resident(s) to enter the street.</p> <p><u>Business</u>: The vendor fair will increase pedestrian (foot) traffic on Maple Street exposing more permanent businesses to potential customers. In lieu of requiring the applicant to provide a plan to mitigate hardships, an additional condition has been proposed that will require the applicant to ensure that no permanent business be blocked by vendors and will require the applicant to ensure that foot traffic continues to permanent businesses.</p>
8.	<p><i>The application is complete as required by this Chapter and contains no false information.</i></p>
	<p>Staff finds that it is complete and does not contain false information.</p>
9.	<p><i>The applicant has fully paid or guaranteed payment for the cost of any mitigation plan and the cost of any activity the City has agreed to perform in support of the Special Event, if any.</i></p>
	<p>This is not applicable and there is nothing to mitigate and the city is not involved in the special event.</p>
10.	<p><i>The applicant has provided proof of insurance in the form and amount as approved by the City Manager sufficient to protect the City and the public from the risk of any liability created by the street closure and/or the Special Event.</i></p>
	<p>The City Manager determined the amount to be \$1,000,000 for each occurrence, \$1,000,000 for damage to rented premises for each occurrence, \$10,000 for medical expenses to any one person, \$1,000,000 for personal injury, and \$2,000,000 general aggregate.</p>

# Google Maps Maple St



Map data ©2024 Google 50 ft



## Maple St



Directions



Save



Nearby



Send to phone



Share



Florence, OR 97439

## Photos

**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO: 5**  
 Meeting Date: May 6, 2024  
 Department: Public Safety

**ITEM TITLE:** Community Oriented Policing Service (COPS) Grant Application

**DISCUSSION/ISSUE:**

The City of Florence’s Public Safety Department wishes to apply for a COPS grant. Established in 1994, the COPS office aims to assist state, local, and tribal law enforcement agencies in enhancing effectiveness and building capacity to advance public safety through partnerships between law enforcement agencies and the communities they serve. This collaborative effort aims to resolve problems and build community trust.

For the third consecutive 4-year grant cycle, the City of Florence’s Police Department is applying for the COPS Grant to support the School Resource Officer (SRO) program, which has been in place since 2016. The department, in partnership with the Siuslaw School District, provides an SRO for the district. Both entities agree to evenly split the cost of the SRO after the grant funds are applied.

Over the four-year grant period, the City will contribute in-kind administrative costs totaling \$199,684, along with direct expenditures amounting to \$140,082. The grant will provide funding for the SRO position for three years, up to a total of \$125,000. Additionally, it stipulates that the City must maintain the SRO position for a fourth year without grant funds. Consequently, both the City and the Siuslaw School District will equally share the cost of the fourth year.

**FISCAL IMPACT:**

The estimated cost of the School Resource Officer for the four-year period, including

	FYE 2025	FYE 2026	FYE 2027	3 Year Total	3 Year Percent	2028 Retention
Wages	86,000	90,000	94,100			98,400
Benefits	49,500	51,500	53,600			55,700
<b>Total Compensation</b>	<b>135,500</b>	<b>141,500</b>	<b>147,700</b>			<b>154,100</b>
Federal	94,850	26,800	3,350	125,000	29.43%	-
Local Match	40,650	114,700	144,350	299,700	70.57%	-
Equipment & Other	52,845	55,185	57,603	165,633		60,099
<b>Total Local Cost</b>	<b>93,495</b>	<b>169,885</b>	<b>201,953</b>	<b>465,333</b>		<b>214,199</b>
<b>Total SRO Cost</b>	<b>188,345</b>	<b>196,685</b>	<b>205,303</b>	<b>590,333</b>		<b>214,199</b>
School Share - Cash	46,748	84,943	100,977	232,667	50%	107,100
City Share - Cash	1	36,126	50,021	86,147		53,936
City Share - Admin	46,747	48,817	50,956	146,520		53,164
City Share - Total	46,748	84,943	100,977	232,667	50%	107,100

equipment and other expenses is \$804,532 of which the grant will cover \$125,000 (\$679,532 remaining costs). The City’s portion (\$339,766) of the contribution is met with in-kind administrative costs and direct expenditures.

The funding breakdown by year is as follows:

Siuslaw School District will pay their share directly to the City.

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**RELEVANCE TO ADOPTED CITY WORK PLAN:**

The School Resource Officer provides Public Safety presence in the schools in alignment with Goal 2: Livability and Quality of Life.

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**ALTERNATIVES:** The Council may choose to:

1. Approve Resolution No. 8, Series 2024 to submit an application for the COPS Grant, or;
2. Not approve Resolution No. 8, Series 2024 and provide direction to staff.

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**RECOMMENDATION:**

Staff recommends the approval of Resolution No. 8, Series 2024.

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**AIS PREPARED BY:** John Pitcher, Chief of Police

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**CITY MANAGER'S RECOMMENDATION:**  Approve       Disapprove       Other  
Comments:

*ER Reynolds*

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**ITEM'S ATTACHED:** Attachment 1 – Resolution No. 8, Series 2024

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**CITY OF FLORENCE  
RESOLUTION NO. 8, SERIES 2024**

**A RESOLUTION AUTHORIZING THE CITY OF FLORENCE, OREGON TO APPLY  
FOR A GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE,  
COMMUNITY ORIENTED POLICING SERVICE TO ASSIST WITH THE FUNDING OF  
THE SCHOOL RESOURCE OFFICER (SRO)**

RECITALS:

1. The United States Department of Justice, Community Oriented Policing Service is providing funds to assist state, local, and tribal law enforcement agencies in enhancing effectiveness and building the capacity to advance public safety through the implementation of partnerships between law enforcement agencies and the communities they serve and;
2. The City of Florence's Public Safety Department, in cooperation with Siuslaw School district, provides the school district with a Resource Officer and;
3. The City of Florence's Public Safety Department desires to apply for this grant to assist with funding of the SRO, and;
4. The grant, if awarded, will assist with the funding of the SRO for three fiscal years beginning fiscal year 2024–25.

Based on these findings,

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

1. The City Council of the City of Florence authorizes the City of Florence's Public Safety Department to apply for the United States Department of Justice, Community Oriented Policing Service grant.
2. This resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 6<sup>th</sup> day of May 2024.

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Rob Ward, Mayor

Attest:

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Lindsey White, City Recorder

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO: 6**  
Meeting Date: May 6, 2024  
Department: City Manager

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**ITEM TITLE:** State of Oregon Legislative Appropriation for a City of Florence  
Water, Sewer, and Wastewater Infrastructure

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As identified in Senate Bill (SB) 1530 of the 2024 Oregon Legislative Session, the City of Florence was awarded a direct allocation of \$1.9 Million of General Fund appropriation as managed by Business Oregon. The purpose of this appropriation is to fund infrastructure improvements for the NW 9<sup>th</sup> Street neighborhood to stimulate development of housing units. Prior to moving forward with applying for the grant award and filling out the required grant contract intake form, the City Council will hear a report from staff regarding the terms of the grant agreement and consider providing the City Manager with authorization to proceed with preparing a response to the State demonstrating the City's eligibility to receive the funding as an infrastructure project to support the development of housing under the bill guidelines.

This packet will undergo updates to include a revised agenda item summary and report prior to the meeting. As we continue to gather the necessary information for this item, this document serves as a temporary placeholder in the packet.

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO:** 7  
Meeting Date: May 6, 2024  
Department: City Manager

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**ITEM TITLE:** Department Director Updates

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO: 8**  
Meeting Date: May 6, 2024  
Department: City Manager

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**ITEM TITLE:** City Manager Report & Discussion Items

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**AGENDA ITEM SUMMARY**  
**FLORENCE CITY COUNCIL**

**ITEM NO: 9**  
Meeting Date: May 6, 2024  
Department: City Council

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**ITEM TITLE:** City Council Reports & Discussion Items

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