



City of Florence
A City in Motion

**City of Florence Council
 Regular Session**

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 contact City Recorder Kelli Weese at kelli.weese@ci.florence.or.us.

July 10, 2017

AGENDA

4:30 p.m.

Councilors:

Joe Henry, Mayor

Joshua Greene, Council President Ron Preisler, Council Vice-President
 Susy Lacer, Councilor George Lyddon, 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 recorded for rebroadcast on Cable Channel 191 and the City of Florence Vimeo Site.

4:30 p.m.

**Executive Session per ORS 192.660(2)(d)
 Consult with City's Labor Negotiator**

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

5:30 p.m.

PRESENTATIONS & ANNOUNCEMENTS

- Citizen Lifesaving Award – Brian Lacouture
- Review of City Hall Schematic Architectural Designs
- Department Website Presentations

1. APPROVAL OF AGENDA

Joe Henry
Mayor

2. PUBLIC COMMENTS

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

Joe Henry
Mayor

CONSENT AGENDA

3. APPROVAL OF MINUTES

Consider approval of the Council regular session meeting minutes of May 15, 2017 and the Council, Lane County Board of Commissioners and Florence Urban Renewal Agency Meeting Minutes of May 17, 2017.

Kelli Weese
City Recorder

4. CITY VEHICLE PURCHASES

Consider approval of the purchase of three vehicles for the City of Florence including a Ford Explorer and Ford Transit Van for the Police Department and a Ford Transit Connect for the Planning Department.

Mike Miller
Public Works Dir.

PUBLIC HEARING & ACTION ITEM

5. CITY OF FLORENCE FEE ADJUSTMENTS

A. PUBLIC HEARING ON FEE ADJUSTMENTS

Hear and consider written or oral testimony on the proposed City of Florence fee adjustments.

Andy Parks
Finance Director

5c. B. CITY OF FLORENCE FEE ADJUSTMENTS

Consider adoption of Resolution No. 14, Series 2017, a resolution setting the Fees for the City of Florence.

Andy Parks
Finance Director

ACTION ITEMS

6. AGREEMENTS FOR RECURRING SERVICES

Consider approval of Resolution No. 15, Series 2017, a resolution authorizing the City Manager to execute agreements for services within the City of Florence's adopted 17-19 Biennial Budget including employee benefits and transit, building inspection, finance director, IT administration and social support services.

Andy Parks
Finance Director

7. FLORENCE POLICE EMPLOYEE ASSOCIATION AGREEMENT

Consider approval of the Florence Police Employee Association Collective Bargaining Agreement for July 1, 2017 – June 30, 2020.

Erin Reynolds
City Manager

8. REVISION FLORENCE AGREEMENTS WITH ODOT AND FURA

Consider authorizing the City Manager to sign the Intergovernmental Agreements with the Oregon Department of Transportation (ODOT) and the Florence Urban Renewal Agency (FURA) for coordination related to ReVision Florence.

Megan Messmer
Project Manager

REPORT ITEMS

9. CITY MANAGER REPORT

Erin Reynolds
City Manager

10. CITY COUNCIL REPORTS

Joe Henry
Mayor

COUNCIL CALENDAR

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

Date	Time	Description
July 12, 2017	---	City Council Work Session <i>Canceled</i>
July 17, 2017	---	City Council Meeting <i>Rescheduled to July 24th</i>
July 19, 2017	---	City Council Work Session <i>Canceled</i>
July 24, 2017	5:30 p.m.	City Council Meeting <i>Tentative</i>
July 26, 2017	10:00 a.m.	City Council Work Session <i>Canceled</i>
July 31, 2017	5:30 p.m.	City Council Meeting <i>Tentative</i>

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 1
Meeting Date: July 10, 2017
Department: Mayor & Council

ITEM TITLE: APPROVAL OF AGENDA

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 2

Meeting Date: July 10, 2017

Department: Mayor & Council

ITEM TITLE: PUBLIC COMMENTS

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. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 3
Meeting Date: July 10, 2017
Department: City Recorder

ITEM TITLE: Approval of Minutes

DISCUSSION/ISSUE:

Consider approval of the Council regular session meeting minutes of May 15, 2017 and the Council, Lane County Board of Commissioners and Florence Urban Renewal Agency Meeting Minutes of May 17, 2017.

Materials distributed during City Council meetings can be found on the City of Florence's website at www.ci.florence.or.us under the calendar date for each particular meeting. In addition, all items pertaining to the meeting including the meeting agenda, materials and items distributed, as well as electronic audio/video recordings of the meeting, are referenced at the top of each set of approved minutes, and can be referenced either on the City's website or upon request of the City Recorder.

FISCAL IMPACT:

Minutes incur staff time for compilation / retention and have no other fiscal impacts.

RELEVANCE TO ADOPTED COUNCIL GOALS:

Goal 1: Deliver efficient and cost effective city services.

ALTERNATIVES:

1. Approve the minutes as presented
2. Review and approve the minutes with modifications

RECOMMENDATION:

Approve the minutes as presented

AIS PREPARED BY: Kelli Weese, City Recorder

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments:

ER Reynolds

ITEM'S ATTACHED:

- Draft May 15, 2017 Council Regular Meeting Minutes
- Draft May 17, 2017 City Council, Lane County Board of Commissioners and Florence Urban Renewal Agency Meeting Minutes

This document is supplemented by agenda packet materials, meeting materials distributed and electronic audio / video recordings of the meeting and may be reviewed upon request to the City Recorder.

**City of Florence
City Council Meeting
250 Hwy 101, Florence, Oregon
Final Action Minutes
May 15, 2017**

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

Meeting called to order at 5:30 p.m.

Councilors Present: Mayor Joe Henry, Councilors Joshua Greene, Ron Preisler, George Lyddon and Susy Lacer.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, Public Works Director Mike Miller, Chief of Police Tom Turner, Planning Director Wendy FarleyCampbell, City Recorder / Economic Development Coordinator Kelli Weese, Project Manager Megan Messmer, Florence Events Center Director Kevin Rhodes and Finance Director Andy Parks.

PRESENTATIONS

- Safe Boating Week
- National Public Works Week
- Board and Committee Appointments
- Department Website Presentation

Start Time: 5:32 p.m.

Action: Mayor Henry presented the Safe Boating Week and National Public Works Week Proclamations. Mayor Henry announced the board and committee appointments. Staff presented updates to the City's website.

1. APPROVAL OF AGENDA

Start Time: 5:58 p.m.

Action: Approve agenda as shown.

Vote: Unanimous

2. PUBLIC COMMENTS

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Comments will be limited to three (3) minutes per person, with a maximum time of 15 minutes for all items. Speakers may not yield their time to others.

Start Time: 5:59 p.m.
Commenter 1: Nancy Rickard – Florence, Oregon

- Munsel Lake Road Park improvements

CONSENT AGENDA

3. APPROVAL OF MINUTES

Consider approval of the Council regular session meeting minutes of April 3, 2017 and April 17, 2017, and the City Council work session meeting minutes of April 19, 2017.

Start Time: 6:01 p.m.
Action: Approve the consent agenda items as shown in the meeting materials.
Motion: Councilor Lacer
Second: Councilor Greene
Vote: Unanimous

ACTION ITEMS

4. SOLID WASTE RATE ADJUSTMENT

Consider approval of Resolution No. 8, Series 2017, a resolution updating the City of Florence fee schedule to adjust solid waste rates.

Start Time: 6:02 p.m.
Discussion: The City Council discussed...

- Potential rate increases to be passed on to customers
- Rate increases mid-billing cycle

Comments: Councilor Preisler

Commenter 1: Dave Twombly – Central Coast Disposal

- Public notice of increases and billing cycles

Action: Approve Resolution No. 8, Series 2017
Motion: Councilor Preisler
Second: Councilor Lyddon
Vote: Unanimous

5. FLORENCE EVENTS CENTER LIGHTING RETROFIT

Consider approval of the purchase of LED lighting retrofits at the Florence Events Center from Pacific Lamp Wholesale, Inc. in the amount of \$41,825.

Start Time: 6:14 p.m.
 Discussion: The City Council discussed...

- Temperature of lighting to allow for warm lighting

 Comments: Councilor Greene

Action: Approve Resolution No. 8, Series 2017
 Motion: Councilor Lyddon
 Second: Councilor Greene
 Vote: Unanimous

REPORT ITEMS

6. BOARD AND COMMITTEES REPORT

Report on the workings of the City’s Committees for the month of April 2017.

Start Time: 6:22 p.m.
 Discussion: None

7. CITY MANAGER REPORT

Start Time: 6:23 p.m.
 Discussion: The City Council discussed...

- City Hall remodel
- Biennial Budget Process
- Rhododendron Festival and Parade

8. CITY COUNCIL REPORTS

Start Time: 6:27 p.m.
 Discussion: The City Council discussed...

- Council activities in the community and community announcements

Meeting adjourned at 6:33 p.m.

ATTEST:

Joe Henry, Mayor

Kelli Weese, City Recorder

DRAFT

**City of Florence
City Council,
Lane County Board of Commissioners,
And Florence Urban Renewal Agency
Work Session
Florence Events Center
715 Quince Street, Florence, Oregon
Final Action Minutes
May 17, 2017**

CALL TO ORDER - ROLL CALL

City Council Meeting called to order at 10:33 a.m.

Councilors Present: Councilors Joshua Greene, Ron Preisler, George Lyddon and Mayor Joe Henry. Commissioner Susy Lacer left at 11:00 a.m.

Councilors Absent: None

Lane County Board of Commissioners Meeting called to order at 10:34 a.m.

Commissioners Present: Commissioners Jay Bozievich, Pat Farr, Sid Leiken, Pete Sorenson and Gary Williams.

Commissioners Absent: Commissioner Pete Sorenson

Florence Urban Renewal Agency Meeting called to order at 10:41 a.m.

Directors Present: Directors Joe Henry, Ron Preisler, Ron Caputo, Mike Webb, Judy Marsall and Chairperson Joshua Greene

Directors Absent: Directors John Scott, Dave Braley and Patricia Riley.

Florence Staff Present: City Manager Erin Reynolds, City Project Manager Megan Messmer, Finance Director Andy Parks, Public Works Director Mike Miller, Chief of Police Tom Turner, Planning Director Wendy FarleyCampbell, and City Recorder / Economic Development Kelli Weese.

Lane County County Administrator Steve Mokrohisky, County
Staff Present: Counsel Stephen Dingle, Economic
Development Manager Sarah Means and Economic
Development Officer Kim Thompson.

1. WORK SESSION DISCUSSION TOPICS

- ReVision Florence: Hear presentation on the status of the ReVision Florence project to improve the streetscape along the Highways 101 and 126 corridors. Discussion will include...
 - Overview of the purpose and potential designs of for the project
 - Proposed project schedule and funding

Start Time: 10:36 a.m.
Topic: ReVision Florence
Discussion: Florence City Council, Urban Renewal Agency & Staff presented the Revision Florence project, including discussion points on...

- Introduction to the Revision Florence project and its role in Florence and Lane County
- History of the project
- Overview of design elements
- Project goals and master plan
- Highway cross section and design elements
- Lane County priorities
- Timeline and coordination with Oregon Department of Transportation (ODOT)
- Project Advocacy
- Florence's Economic Development efforts
- Project funding including ODOT and other agencies
- Potential for new development in the area
- Public Outreach
- History of improvements in the district
- Urban Renewal catalyst sites and opportunities

Start Time: 11:20 a.m.
Topic: ReVision Florence
Discussion: The City Council, Lane County Board of Commissioners and Florence Urban Renewal Agency discussed...

- Florence's role as Lane County's gateway to the coast
- Lane County's commitment to the project
- Financial request for Lane County and funding the financing gap
- Coordination with Governor Brown, Representative Caddy McKown, Senator Arnie Roblan, and potential state funding alternatives

- Use of Transient Room Tax Dollars for the project
- Review of County tax assessments for the region
- Lane County investment in Florence through Rural Prosperity, coastal Regional Accelerator & Innovation Network (RAIN), Archie Knowles campground and mental health for older adults program
- Potential for Lane County funding for initial direct contribution and long term debt financing, particularly through Transient Room Tax dollars
- Potential private investment that could be spurred by the project
- Need for formal legal review of project and potential use of transient room tax resources
- Lane County goals and tie in to the project
- Potential to leverage Lane County dollars toward United States Department of Agriculture (USDA) and other federal and state funding sources
- Public Art Committee role and city beatification
- Recent successes of Economic Development Committee

Result:

Lane County Board of Commissioners set follow up assignments including...

- Identifying project funding structure for potential county immediate investment as well as longer term investment;
- Review of additional funding options

Lane County Board of Commissioners meeting adjourned at 12:07 p.m.
 Florence Urban Renewal Agency meeting adjourned at 12:08 p.m.
 Florence City Council meeting adjourned at 12:11 p.m.

Joe Henry, Mayor

Joshua Greene, FURA Chairperson

ATTEST:

Kelli Weese
 City Recorder

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 4

Meeting Date: July 10, 2017

Department: PD/CD/PW

ITEM TITLE: Approve the purchase of three new vehicles for the City, including a 2018 Ford Utility Police Interceptor and 2018 Ford Transit Van for the Police Department and a 2017 Ford Transit Connect for Community Development Code Enforcement Program for a total purchase price of \$122,140.96.

DISCUSSION/ISSUE:

Florence Police Department is in need of a versatile vehicle to respond to various emergencies while at the same time provides the proper equipment in order to be efficient, effective and more importantly provide for the safety of the officers in the field. Florence Police Department has in recent years standardized on the Ford Utility Police Interceptor platform.

One of the many benefits of the Ford Utility Police Interceptor patrol vehicle is the slightly better fuel economy than the Ford Crown Victoria's and the Utility Interceptor platform has shown to be significantly more affordable to maintain over the life of the vehicle.

The Police Department is also in need of a prisoner transport van. Currently, when transporting multiple prisoners (more than two) to Lane County jail it can take multiple vehicles and personnel. This is especially true when the need is to transport both male and female prisoners at the same time. The male and female prisoners need to be physically separated in order to comply with rules and regulations regarding the transport of prisoners. Without a vehicle that is capable of having separation requires the Police Department to utilize a minimum of two vehicles with typically one driven by the Corrections Officer and the other driven by a Police Officer. Conversely, when staffing is limited, transportation of multiple prisoners results in multiple trips to Eugene.

As outlined in the 2017-19 Biennium Budget request, having the correct transportation vehicle to transport prisoners which has the proper equipment and safety features is the most efficient and effective solution to the needs of the department. The 2018 Ford Transit Van will meet the needs of the department and keep patrol vehicles in the community instead of being used to transport prisoners.

Our Code Enforcement Program is also in need of a more efficient, effective and safe vehicle for the various tasks that the Code Enforcement Officer responds to. We have looked into a number of different vehicles and configurations and have selected the Ford Transit Connect Van as the platform for our Code Enforcement Program. The Transit Connect Van offers impressive fuel economy over the current Ford F150 pick-up truck. It provides a lower center of gravity

which is ideal in handling wounded animal(s), older stray dog(s), and the occasional aggressive animal. The use of a van also provides additional safety, not only for the Code Enforcement Officer, but also the animals. The enclosed nature of the van provides secure storage and handling of bicycles, evidence, trash, signs, etc.

We utilized the Oregon Procurement Information Network (ORPIN) to secure the purchase of all three vehicles. ORPIN provides access to procurement and contracting information issued by the State of Oregon, local governments, and political subdivisions of the state. This allows us the purchasing power of the state, where by the state has already negotiated contract pricing. The purchase price from Johnston Motors, based on the ORPIN pricing, is:

2018 Ford Utility Police Interceptor	\$31,680
2018 Ford Transit Van	\$28,445
2017 Ford Transit Connect Van	\$25,146

All three vehicles will need to have lights, siren (the Code Enforcement vehicle will not have a siren), partitions, and system packages (two-way radio, iPad holders, etc.) installed. The 'upfitting' of the vehicles is a separate purchase from company that specializes in the installation and outfitting of emergency response and service vehicles. The City has selected Auto Additions to complete the 'upfitting' of these vehicles. The component and installation from Auto Additions is based on ORPIN pricing. The purchase of the components and system packages, including installation, is:

2018 Ford Utility Police Interceptor	\$23,182.48
2018 Ford Transit Van	\$9,420.84
2017 Ford Transit Connect Van	\$4,266.64

Total costs to purchase the vehicle and 'upfitting' is:

2018 Ford Utility Police Interceptor	\$54,862.48
2018 Ford Transit Van	\$37,865.84
2017 Ford Transit Connect Van	<u>\$29,412.64</u>
Grand Total	\$122,140.96

The Johnston Motor Company is a long established new Ford vehicle dealer in Florence and has a proven record of support to the City. Auto Additions is a long established accessory installer and has outfitted all of our previous patrol vehicles. They are a premier emergency vehicle upfitter in Oregon, trusted by the majority of emergency response fleets.

FISCAL IMPACT:

During the 2017-19 biennium budget process, \$94,000 was budgeted in the Police Department fund for the purchase of a replacement vehicle and prisoner transport vehicle in the first year of the biennium. The proposal submitted by Johnston Motors for the 2018 Ford Utility Police

Interceptor and 2018 Ford Transit Van; and Auto Additions for police lights, siren, and systems package is \$1,268.68 less than the budgeted amount. Funding is available from the Police capital outlay budget and this purchase is fully funded.

Once the order for the 2018 Ford Utility Police Interceptor and 2018 Ford Transit Van is placed, delivery of the vehicle will take ten to twelve weeks.

Community Development budgeted \$26,900 in capital outlay to replace their current Code Enforcement vehicle with a 2017 Ford Transit Connect Van. The total purchase price of the Ford Transit Connect Van with 'upfitting' is \$2,512.64 more than budgeted in their capital outlay line item. However, Community Development does have funds available from materials and services to cover the additional cost of the complete vehicle. Since funding is available from Community Development's capital outlay and materials/services, this purchase is fully funded.

The 2017 Transit Connect Van is readily available and can be delivered within one week of order.

RELEVANCE TO ADOPTED CITY WORK PLAN:

- City Service Delivery - efficient and cost effective city services by maintaining and enhancing infrastructure as feasible.
- Livability & Quality of Life – being responsive to our community's needs with efficient, effective and sustainable service delivery.
- Financial & Organizational Sustainability – purchasing equipment that supports current and future needs.

ALTERNATIVES:

1. Do not approve purchase.
2. Request formal bids.

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to sign purchase agreements as follows:

- 2018 Ford Utility Police Interceptor from Johnston Motor Company for \$31,680
- 2018 Ford Transit Van from Johnston Motor Company for \$28,445
- 2017 Ford Transit Connect Van from Johnston Motor Company for \$25,146

- Police lights, siren, and systems package, including installation from Auto Additions for the Ford Utility Interceptor in the amount of \$23,182.48
- Police lights, siren, and systems package, including installation from Auto Additions for the Ford Transit Van in the amount of \$9,420.84
- Emergency lights and systems package, including installation from Auto Additions for the Ford Transit Connect in the amount of \$4,266.64

Total purchase request is for all three vehicles is \$122,140.96

AIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other
Comments: ER Reynolds

ITEMS ATTACHED: None

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 5
Meeting Date: July 10, 2017
Department: Finance

ITEM TITLE: Annual update and adjustment to City fees and charges.

DISCUSSION/ISSUE:

August 15, 2016 the City Council approved a resolution that consolidated the City's fees and charges and approved certain increases to various fees and charges. The City's fiscal policies, (adopted by the Council) include an annual review of fees and charges, with proposed changes submitted for consideration by the Council.

Attached is a resolution that includes adjustments to various fees and charges. The resolution includes an exhibit which includes a description of the fee, amount of the fee for fiscal year 2017, including dollar and percentage change from the previous amount, and the proposed fee amount for fiscal year 2018, including the dollar amount and percentage change of the adjustment. Yellow highlighted items are existing fees and charges that were not included in the fiscal year 2017 exhibit. Green highlighted items are new and or clarified fees. Additionally, a separate schedule for utility fee adjustments proposed January 1, 2018, and the estimated adjustments for the subsequent four years is attached.

The approved budget includes the following fee and charge adjustments:

Water fees and charges	2.8% (CPI) increase in revenue
Wastewater fees and charges	2.8% increase in revenue
Stormwater fees and charges	2.8% increase in revenue
Street fees and charges	\$0.50 increase to base charge per EDU, plus implementation of changes to commercial rates
System development charges	3.7% (Construction cost index change)
Florence Events Center (FEC)	Various adjustments to room and equipment rental rates and ticket fee surcharges
Solid Waste Franchise Fee	Increase of 0.5% (from 3.0% to 3.5) % franchise fee July 1, 2016
Other fees and charges	Various adjustments to more accurately reflect cost of services
Hourly billing rates for staff	Standardized billing rate schedule reflecting full cost recovery

In addition to CPI rate increases for utilities effective July 1, 2017 (2.8%), certain rate adjustments recommended by the City's Finance Ad-hoc committee are also proposed to be effective July 1, 2017:

- Consolidation of the Well Rehab fee (\$1.02) to the base charge
- Elimination of the STEP rate and surcharge
- Consolidation of 3-tier water rate structure for residential customers to a 2-tier rate structure
 - Increases tier I consumption from 1,000 cubic feet to 1,500 cubic feet
 - Eliminates tier II consumption rate (1,000 cubic feet to 1,500 cubic feet)
 - Reduces the top tier consumption rate to 10% above tier I consumption rate

The balance of recommendations by the Finance Ad-hoc committee are proposed to have an effective date of January 1, 2018. These rate adjustments are targeted to improve rate equity among the various users of the various systems. The deferred effective date will allow time to communicate changes to customers. Recommendations include:

- Water
 - Elimination of low volume and high volume commercial classes
 - 5-year phase in of rate reductions for all meter base charges for rate equity, (includes commercial, multi-family, and irrigation)
 - Base charges and consumption charges increased annually by CPI plus 1.0%
- Wastewater
 - Consolidation of account types to single family residential, multi-family residential and commercial/industrial
 - Transition Greentrees, HOA's, and RV park facilities from billing based upon water use to flat rate per unit of residential housing
 - Transition multi-family from consumption based billing to flat rate – 70% of single family residential (based on analysis of winter consumption averages)
 - 5-year phase in of non-single family consumption rates to equal equivalent rate paid by residential customers
 - Single family residential customer rates increased annually at 80% of CPI
- Stormwater
 - Multi-family and commercial customer cost per square foot above 6,500 square feet increased by CPI plus 0.5% annually
- Street Maintenance Fee
 - Commercial rate changed 1/1/18 to charge a single base rate per business location equal to a single family residence plus a rate per generated trip equal to the rate per trip for residential, utilizing a three-year phase period (1/3, 2/3, and full)

- The deferred effective date will provide an opportunity to determine which, if any, categories of non-residential accounts may receive other consideration, such as schools, and other public sector enterprises, hospitals, etc.

A standardized staff billing schedule is proposed that fully recovers the cost of the various positions in the City. The seven step schedule averages the low salary of the lowest graded position in the range covered with the high salary of the highest graded position in the range and multiplies the hourly rate by a factor that includes benefits, overhead such as training, vacation and holidays, as well as occupancy and other costs.

Certain Community Development Fees for Type I applications have been reviewed with the estimated time to complete the various applications by position applied to the applicable staff billing rates to determine full cost recovery fees. Building related fees are proposed to be retained at current amounts until NW Code Professionals requests rate adjustments.

Other fees and charges, were adjusted by the CPI, so that future increases to “actual” cost of services are minimized, and if not adjusted by the CPI, are believed to reflect actual cost of service.

FISCAL IMPACT:

Presently, the anticipated material increases in revenue due to the change in fees is as follows:

Increase in the street fee	\$ 66,800
Solid waste franchise fee	11,200
Water	137,200
Wastewater	109,800
Stormwater	17,300

RELEVANCE TO ADOPTED CITY WORK PLAN:

The proposed fee adjustments provide incremental and necessary funding, consistent with the adopted budget, to sustain and improve the City’s operations and protect its investment in its infrastructure and are consistent with the City’s adopted fiscal policies.

ALTERNATIVES: The Council may choose to adjust rates by a different amount than proposed, and or eliminate or adjust fees if desired.

RECOMMENDATION:

Staff recommends adjusting rates as proposed.

AIS PREPARED BY: Andy Parks, Finance Director

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

ITEM'S ATTACHED: Resolution and exhibits

**CITY OF FLORENCE
RESOLUTION NO. 14, SERIES 2017**

A Resolution amending Resolution No. 18, Series 2016, adjusting the City of Florence's fees and charges for services.

RECITALS:

1. Previous City of Florence City Councils have established various fees and charges for specific City services via numerous resolutions and ordinances.
2. To enhance the City's transparency and to implement Best Practices, the existing City fees and charges were consolidated into a single schedule, Exhibit A, attached to Resolution No. 18, Series 2016.
3. The resolutions that established the most recent fees and charges and the respective methodologies are included in Exhibit A. Where methodologies are unclear, the resolution and or ordinance establishing the fees and charges may be used to clarify the methodology.
4. Consistent with the City's adopted fiscal policies, the City Manager caused a review of certain fees and charges.
5. Based upon the review, fees and charges for City services were determined to require adjustment to recover costs associated with those services
6. The City Budget Committee approved and the City Council adopted the biennial 2017-19 budget with adjustments to the fees and charges for the services, as described in Exhibit A.

Based upon the above findings;

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

1. The fees and charges for the City of Florence are hereby established as set forth in Exhibit A, attached to and made part of Resolution No. 14, Series 2017.
2. This Resolution takes effect immediately upon adoption, with changes to certain fees and charges as described in Exhibit A effective as of July 1, 2017, unless otherwise stated in Exhibit A.

ADOPTION:

This Resolution is passed and adopted on the 10th day of July, 2017.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

City of Florence, Oregon

Fee Schedule

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Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Airport								
Hangar ground leases								
Commercially owned hangars (per square foot)	Square foot	0.23	0.23	-	0.0%	0.2364	0.0064	2.8%
Privately owned hangars (per square foot)	Square foot	0.23	0.23	-	0.0%	0.2364	0.0064	2.8%
Tie-Down Fees								
Overnight Tie-down fee	per night	5.00	5.00	-	0.0%	5.00	-	0.0%
Monthly Tie-down fee	per month	60.00	60.00	-	0.0%	60.00	-	0.0%
Public Works Director establishes price per gallon per market fuel prices								
Fuel								
City - wide								
Administrative Fees								
Insufficient funds - returned items of any type	Actual incurred cost plus City fee for staff processing	7.00	7.00	-	0.0%	Incurred cost plus \$35.00	Incurred cost less \$7.00	
Late fee on past due charges - of any type except those covered by agreements or contracts	Minimum flat fee or actual interest on past due balance - 10 day grace period or 25th					1.5% per month, \$3.00 minimum	1.5% per month, \$3.00 minimum	New fee minimum
Collections fee	Per account turned over to collection agency	25%	15.00			25.00	10.00	66.7%
Payment arrangements fee	Per payment arrangement agreement		25.00			25.00	-	0.0%
City Records - Copies (applies to all City functions)								
Copies of City documents - black and white (1st 5 pages free)	8.5"x11" and	0.20	0.20	-	0.0%	0.25	0.05	25.0%
Copies of City documents - black and white (1st 5 pages free)	11"x17" - per page	0.40	0.40	-	0.0%	0.40	-	0.0%
Copies of City documents - color	8.5"x11" and	0.75	0.75	-	0.0%	0.75	-	0.0%
Copies of City documents - color	11"x17" - per page	1.00	1.00	-	0.0%	1.00	-	0.0%
Certified copies	Per page	2.00	2.00	-	0.0%	2.00	-	0.0%
Documents taken to outside printer for reproduction		actual cost plus	actual cost plus	-	0.0%	actual cost plus	-	0.0%
Business license list		5.00	5.00	-	0.0%	5.00	-	0.0%
Scanning documents	8.5"x11" and	0.15	0.15	-	0.0%	0.25	0.10	66.7%
Scanning documents	11"x17" - per page					0.40	0.40	New fee
Geographical Information System (GIS) maps - outline only	8.5"x11" and	5.00	5.00	-	0.0%	5.14	0.14	2.8%
Geographical Information System (GIS) maps - outline only	11"x17" - per page	7.00	7.00	-	0.0%	7.20	0.20	2.9%
Geographical Information System (GIS) maps - additional data layers	8.5"x11" and	12.00	12.00	-	0.0%	12.34	0.34	2.8%
Geographical Information System (GIS) maps - additional data layers	11"x17" - per page	17.00	17.00	-	0.0%	17.48	0.48	2.8%
Geographical Information System (GIS) maps - individual parcels	8.5"x11" and	15.00	15.00	-	0.0%	15.42	0.42	2.8%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Geographical Information System (GIS) maps - individual parcels	11"x17" - per page	20.00	20.00	-	0.0%	20.56	0.56	2.8%
Geographical Information System (GIS) maps -large format	Outline - 42"x72" -	25.00	25.00	-	0.0%	25.70	0.70	2.8%
Geographical Information System (GIS) maps -large format	Additional data	40.00	40.00	-	0.0%	41.12	1.12	2.8%
Geographical Information System (GIS) maps -aerial photo	8.5"x11" and	25.00	25.00	-	0.0%	25.70	0.70	2.8%
Geographical Information System (GIS) maps -aerial photo	11"x17" - per page	30.00	30.00	-	0.0%	30.84	0.84	2.8%
Geographical Information System (GIS) maps -aerial photo	Large format - up to	60.00	60.00	-	0.0%	61.68	1.68	2.8%
Copy of audio and video recording of a meeting	Per meeting	25.00	25.00	-	0.0%	25.70	0.70	2.8%
Scanning documents		Provide in form maintained by City, at discretion of City Recorder documents may be scanned	Provide in form maintained by City, at discretion of City documents may be scanned	-	0.0%	Provide in form maintained by City, at discretion of City documents may be scanned	-	0.0%
Mailing cost		Actual cost of postage and mailing materials	Actual cost of postage and mailing materials	-	0.0%	Actual cost of postage and mailing materials	-	0.0%
Records sent via email		No charge unless staff time exceeds 15 minutes, then charge staff time	If less than 15 minutes, no charge. If greater than 15 minutes, all staff time at full cost recovery rates.	-	from salary only to full cost	If less than 15 minutes, no charge. If greater than 15 minutes, all staff time at full cost recovery rates.	Change in staff rates	0.0%
City Attorney costs		Actual cost	Actual cost	-	0.0%	Actual cost	-	0.0%

Staff Billing Rates - full cost recovery

Clerical	Hourly	45.00	Standardized	Varies
Technician	Hourly	60.00	Standardized	Varies
Senior Technician	Hourly	75.00	Standardized	Varies
Supervisor	Hourly	90.00	Standardized	Varies
Manager	Hourly	110.00	Standardized	Varies
Department Head	Hourly	135.00	Standardized	Varies
City Manager	Hourly	160.00	Standardized	Varies

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Florence Events Center								
Flat Floor Room Rentals								
One Room		190.00	195.00	5.00	2.6%	195.00	-	0.0%
Two Rooms		295.00	300.00	5.00	1.7%	310.00	10.00	3.3%
Three Rooms		455.00	475.00	20.00	4.4%	485.00	10.00	2.1%
Four Rooms		575.00	600.00	25.00	4.3%	615.00	15.00	2.5%
Five Rooms		700.00	725.00	25.00	3.6%	740.00	15.00	2.1%
Five Rooms with Use of Lobby		950.00	975.00	25.00	2.6%	995.00	20.00	2.1%
Green Room		105.00	110.00	5.00	4.8%	115.00	5.00	4.5%
Board Room		85.00	90.00	5.00	5.9%	95.00	5.00	5.6%
Theater								
Performances & Friday/Saturday Rehearsals		700.00	725.00	25.00	3.6%	740.00	15.00	2.1%
Monday-Thursday Rehearsal with stage lights		315.00	325.00	10.00	3.2%	330.00	5.00	1.5%
Monday-Thursday Rehearsal without stage lights		130.00	150.00	20.00	15.4%	150.00	-	0.0%
<i>All room and theater fees are for an 8-hour block, and include set up and custodial. Any time beyond 8 hours is charged on a pro-rated basis.</i>								
FEC ticketing fee	Per ticket	3.00	3.00	-	0.0%	3.25	0.25	8.3%
Licenses/Miscellaneous Permits								
City Business License								
Business License Application Fee - charged to all license classification types	Initial application	10.00	10.00	-	0.0%	10.00	-	0.0%
Classification 1 - <i>Businesses, non-profit organizations, trades, occupations, and professions dealing in retail sale or trade of merchandise and or services at a permanent location.</i>	Per year	80.00	80.00	-	0.0%	82.00	2.00	2.5%
Classification 2 - <i>Occupations, tradesman or contractors dealing contractual services or installation of merchandise or materials at, in or on properties not the principal location, or base of operation, of the contractor or installer.</i>	For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%
Classification 2 - <i>Occupations, tradesman or contractors dealing contractual services or installation of merchandise or materials at, in or on properties not the principal location, or base of operation, of the contractor or installer.</i>	Per year	80.00	80.00	-	0.0%	82.00	2.00	2.5%
Classification 2 - Temporary license fee	For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%
Classification 3 - <i>Home occupations as defined in Title 10, Chapter 1</i>	Per year	45.00	45.00	-	0.0%	46.00	1.00	2.2%
Classification 3 - Temporary license fee	For up to six months	25.00	25.00	-	0.0%	26.00	1.00	4.0%
Classification 4 - <i>Merchant Police, Security Services, and Solicitors</i>	Per year	80.00	80.00	-	0.0%	82.00	2.00	2.5%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Classification 4 - Temporary license fee	For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%
Classification 5 - Temporary license fee - <i>Peddlers and Transient Merchants</i>	For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%
Classification 6 - <i>Temporary license fee for the Rhododendron Festival Period as defined in FCC 3-1-8-6</i>		20.00	20.00	-	0.0%	21.00	1.00	5.0%
Classification 7 - <i>Master Vendors and Vendors</i>	Master Vendor fee is \$0.00	20.00	20.00	-	0.0%	21.00	1.00	5.0%
Classification 8 - <i>Used Merchandise Dealer</i>	Per year	80.00	80.00	-	0.0%	82.00	2.00	2.5%
Classification 8 - <i>Temporary license fee</i>	For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%
Classification 9 - <i>Medical Marijuana Facility (No temporary status available)</i>	Per year	150.00	150.00	-	0.0%	154.00	4.00	2.7%
Business License Renewal Credit (paid before December 31st)	Credit to fee	10.00	10.00	-	0.0%	10.00	-	0.0%
Business License Renewal Penalty (payments made after January 20th)	Delinquency charge of the business license fees due per FCC 3-1-6-F	50%	50%	-	0.0%	50%	50%	-
Dog Licenses								
Regular								
1 year	Flat fee	15.00	15.00	-	0.0%	No license required		
3 year	Flat fee	35.00	35.00	-	0.0%	No license required		
Spayed/Senior								
1 year	Flat fee	7.00	7.00	-	0.0%	No license required		
3 year	Flat fee	18.00	18.00	-	0.0%	No license required		
Pro-rated based on the current rabies vaccination term.								
Liquor License								
Temporary/Special Event Liquor License	Flat fee	25.00	25.00	-	0.0%	25.70	0.70	2.8%
Change of Name, which does not affect a change in ownership, location or serving privileges.	Flat fee	25.00	25.00	-	0.0%	25.70	0.70	2.8%
Liquor License Annual Renewals	Flat fee	25.00	25.00	-	0.0%	25.70	0.70	2.8%
New Liquor License Application	Flat fee	100.00	100.00	-	0.0%	102.80	2.80	2.8%
Change of: ownership; Service Address or Serving Privilege	Flat fee	75.00	75.00	-	0.0%	77.10	2.10	2.8%
Sidewalk Cafes	Flat fee	25.00	25.00	-	0.0%	25.70	0.70	2.8%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Street Closures for Special events	\$100 due at time of application. Upon approval by City Council, balance shall be due.	250.00	250.00	-	0.0%	257.00	7.00	2.8%
Appeal fee - in event of application being denied administratively by City Manager	Non-refundable. If applicant wins appeal, fee may be applied to Street Closure Fee	150.00	150.00	-	0.0%	154.00	4.00	2.7%
Citations/Penalties								
Parking								
Violation of Prohibited Parking	Per occurrence	35.00	35.00	-	0.0%	35.00	-	0.0%
Municipal Court								
Municipal Court								
Insufficient Funds Fee	Per transaction	35.00	35.00	-	0.0%	See City-wide Administrative Fees		
Copies	Per page	0.20	0.50	0.30	150.0%	See City-wide Administrative Fees		
Certified Copy	Per page	2.00	2.00	-	0.0%	See City-wide Administrative Fees		
Interest on past due balances						See City-wide Administrative Fees		
Suspension Fee	Per transaction	15.00	15.00	-	0.0%	15.00	-	0.0%
Warrant Fee	Per transaction	50.00	50.00	-	0.0%	50.00	-	0.0%
Expungement Fee	Per transaction	35.00	35.00	-	0.0%	252.00	217.00	620.0%
Collections Fee (Applied to each docket number up to \$250.00)	Applied to each docket number up to \$250.00	25%	15.00			See City-wide Administrative Fees		
Re-Open Fee	Flat fee	20.00	20.00	-	0.0%	20.00	-	0.0%
Appeal Fee	Plus copy fee for each page sent	20.00	250.00	230.00	1150.0%	-	(250.00)	-100.0%
Jury Fee	If trial canceled after arrival of jurors	150.00	150.00	-	0.0%	150.00	-	0.0%
Payment Agreement Fee	Added when set up and each time agreement is re-entered into	10.00	25.00	15.00	150.0%	See City-wide Administrative Fees		
Extended Payment Fee (ORS 137.118(2) Suspended unless FTP-Violations)	Per arrangement	20.00	25.00	5.00	25.0%	25.00	-	0.0%
Extended Diversion Fee	Per transaction	50.00	50.00	-	0.0%	50.00	-	0.0%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Extended Probation Fee	Per transaction	50.00	50.00	-	0.0%	50.00	-	0.0%
Probation Violation Fee	For each show cause judgment	25.00	25.00	-	0.0%	25.00	-	0.0%
Jail Inmate Booking		50.00	50.00	-	0.0%	55.00	5.00	10.0%
Traffic Safety Course		35.00	35.00	-	0.0%	40.00	5.00	14.3%

Police

Police Records - Copies

Reports	Per report	10.00	10.00	-	0.0%	20.00	10.00	100.0%
Log Entries (no charge to those seeking a court protective order)	Per record	5.00	5.00	-	0.0%	10.00	5.00	100.0%
Citation Copies	Per copy	5.00	5.00	-	0.0%	10.00	5.00	100.0%
Audio Tapes	Applicant supplies tapes	10.00	10.00	-	0.0%	20.00	10.00	100.0%
Video Tapes	Applicant supplies tapes	25.00	25.00	-	0.0%	50.00	25.00	100.0%
Photos	Minimum, additional charge to cover processing costs	5.00	5.00	-	0.0%	10.00	5.00	100.0%

Alarm Response Reinstatement

First Reinstatement on record		75.00	75.00	-	0.0%	80.00	5.00	6.7%
Second Reinstatement on record		150.00	150.00	-	0.0%	160.00	10.00	6.7%
Third Reinstatement on record		250.00	250.00	-	0.0%	260.00	10.00	4.0%

Public Works

Plan Review

Project Cost \$0 - \$100,000	Percentage of cost	1.0%	1.0%	-	0.0%	1.0%	-	0.0%
Project Cost \$100,001 - \$250,000	Percentage of cost	0.5%	0.5%	-	0.0%	0.5%	-	0.0%
Project Cost > \$250,000	Percentage of cost	0.25%	0.25%	-	0.0%	0.3%	-	0.0%
Subsequent review of any revisions to the original construction drawings	Flat fee	100.00	100.00	-	0.0%	102.80	2.80	2.8%
Review of original and or any revisions by City Engineer	City Engineer Cost	100.0%	100.0%	-	0.0%	100.0%	-	0.0%

Permit Fees

Basic Permit Fee		40.00	40.00	-	0.0%	41.00	1.00	2.5%
Lineal foot charge (ALL Right-of-Way work) (per Lineal Foot)	Lineal foot	1.50	1.50	-	0.0%	1.54	0.04	2.7%
Water/Sewer Line Inspection (per service)	Per service	72.00	72.00	-	0.0%	74.00	2.00	2.8%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Street/Curb/Sidewalk Inspection (per hour, one hour minimum)	Per hour, one hour minimum	81.00	81.00	-	0.0%	83.30	2.30	2.8%
Inspection Fees								
Street Lights	Per fixture	26.50	26.50	-	0.0%	27.20	0.70	2.6%
Water Main	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%
Water Services	Per fixture	72.00	72.00	-	0.0%	74.00	2.00	2.8%
Fire Hydrants	Per fixture	81.00	81.00	-	0.0%	83.30	2.30	2.8%
Sewer Mains (pressure or gravity)	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%
Sewer Laterals	Per fixture	72.00	72.00	-	0.0%	74.00	2.00	2.8%
Sewer Manholes	Per fixture	68.00	68.00	-	0.0%	69.90	1.90	2.8%
Storm Main Lines	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%
Storm Manhole	Per fixture	68.00	68.00	-	0.0%	69.90	1.90	2.8%
Storm Catch Basins	Per fixture	26.00	26.00	-	0.0%	26.70	0.70	2.7%
Storm Lateral Lines	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%
Storm Retention or Detention Facility	Per facility	250.00	250.00	-	0.0%	257.00	7.00	2.8%
L.F. Of Street with or without Curb	Per lineal foot	1.50	1.50	-	0.0%	1.54	0.04	2.7%
Other Inspections Fees								
Inpections outside of normal business hours	Hourly - minimum two hours	81.00	81.00			0.00% See City-wide Administrative Fees		
Inpections for which no fees is specifically indicated	Hourly - minimum one hour	81.00	81.00			0.00% See City-wide Administrative Fees		
Yard Debris Disposal								
Standard Pickup Load or Less	Per load	10.00	10.00	-	0.0%	10.00	-	0.0%
Small Utility Trailer (single axel) or Less	Per load	10.00	10.00	-	0.0%	10.00	-	0.0%
Medium Utility Trailer (10-12 feet in length)	Per load	15.00	15.00	-	0.0%	15.00	-	0.0%
Large Utility Trailer (greater than 12-18 feet in length)	Per load	20.00	20.00	-	0.0%	21.00	1.00	5.0%
For loads larger than a large utility trailer (20 plus cubic yards)	Per load	\$20 for 20 cubic yards plus \$5 per additional cubic yard	\$20 for 20 cubic yards plus \$5 per additional cubic yard	-	0.0%	\$21 for 20 cubic yards plus \$5 per additional cubic yard	1.00	< 5.0%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Utilities								
Service Charges								
<i>Rates per monthly billing cycle</i>								
Stormwater								
Single family residential								
Less than 6,500 square foot of property area	Flat rate	5.25	5.25	-	0.0%	5.40	0.15	2.9%
6,500-9,222 sq ft	Flat rate	6.31	6.31	-	0.0%	6.49	0.18	2.9%
Greater than 9,000 sq ft	Flat rate	7.36	7.36	-	0.0%	7.57	0.21	2.9%
Multi-family and Commercial rates per two months								
Minimum charge (up to 6,500 sq ft)	Flat base rate	8.62	8.62	-	0.0%	8.62	-	0.0%
Cost per square foot of impervious surface greater than 6,500 sq ft	Per square foot	0.001216	0.001216	-	0.0%	0.001250	0.000034	2.8%
Street Maintenance								
Residential - each unit containing a kitchen and toilet.	Per dwelling unit	5.50	6.00	0.50	9.1%	6.50	0.50	8.3%
Multi-family residential - each unit containing a kitchen and toilet.	Per dwelling unit	5.50	6.00	0.50	9.1%	6.50	0.50	8.3%
Commercial	One EDU per domestic metered account	5.50	6.00	0.50	9.1%	6.50	0.50	8.3%
Wastewater								
Residential	Flat rate	51.57	51.57	-	0.0%	53.01	1.44	2.8%
STEP System	Flat rate	67.50	67.50	-	0.0%	Same rate as applicable residential		
Viking Concrete	Flat rate	185.46	185.46	-	0.0%	190.65	5.19	2.8%
Commercial rates:								
I & I rate per unit	Per unit per month	7.11	7.11	-	0.0%	7.31	0.20	2.8%
Sewer demand portion per unit	Per unit per month	7.03	7.03	-	0.0%	7.23	0.20	2.8%
I & I and Demand combined	Per cubic foot	0.07333	0.07333	-	0.0%	0.07538	0.00	2.8%
Greentrees & Coast Village	Per cubic foot	0.06387	0.06387	-	0.0%	0.06566	0.00	2.8%
Other individual rates:								
STEP System (per unit per month)	Per unit per month	10.00	10.00	-	0.0%	Same rate as applicable customer type		
Mobile Waste Disposal	Per gallon	0.10	0.10	-	0.0%	0.10280	0.00	2.8%
Water								
Single family residential	Base charge	17.02	17.02	-	0.0%	18.55	1.53	9.0%
Commodity (volume) tiered rates for residential:								
0 - 1,000 cubic feet	Per cubic foot	0.02004	0.02004	-	0.0%	0.02060	0.00	2.8%
1,001 - 1,500 cubic feet	Per cubic foot	0.02187	0.02187	-	0.0%	0.02060	(0.00127)	-5.8%
1,501 - and greater cubic feet	Per cubic foot	0.02624	0.02624	-	0.0%	0.02270	(0.00354)	-13.5%
Well rehab fee - all customers - per account	Flat fee	1.02	1.02	-	0.0%	Included in base charge		
Commercial								
Small commercial - low volume	Base charge	17.02	17.02	-	0.0%	18.55	1.53	9.0%
Small commercial - high volume	Base charge	85.17	85.17	-	0.0%	88.60	3.43	4.0%
1 1/2 inch commercial	Base charge	85.17	85.17	-	0.0%	88.60	3.43	4.0%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
2 - inch commercial	Base charge	132.14	132.14	-	0.0%	136.89	4.75	3.6%
3 - inch commercial	Base charge	411.43	411.43	-	0.0%	424.00	12.57	3.1%
4 - inch commercial	Base charge	518.58	518.58	-	0.0%	534.15	15.57	3.0%
6 - inch commercial	Base charge	2,126.08	2,126.08	-	0.0%	2186.66	60.58	2.8%
Greentrees East	Base charge	2,258.20	2,258.20	-	0.0%	2322.48	64.28	2.8%
8 - inch commercial	Base charge	6,674.09	6,674.09	-	0.0%	6862.01	187.92	2.8%
Fire Standby	Base charge	7.63	7.63	-	0.0%	7.84	0.21	2.8%
Irrigation Only Meter 3/4 and 1 - inch	Base charge	17.02	17.02	-	0.0%	18.55	1.53	9.0%
Irrigation Only Meter 1 1/2 inch	Base charge	85.17	85.17	-	0.0%	88.60	3.43	4.0%
Irrigation Only Meter 2 - inch	Base charge	132.14	132.14	-	0.0%	136.89	4.75	3.6%
Commodity (volume) rates for commercial: Bulk water sales	Per cubic foot	0.02004	0.02004	-	0.0%	0.02060	0.00056	2.8%
Residential	Per CCF	2.004	2.0040	-	0.0%	2.060	0.056	2.8%
Commercial	Per CCF	2.004	2.0040	-	0.0%	2.060	0.056	2.8%

Connection Fees

Wastewater Connection Fee

Residential & Commercial-stubbed to property line	Per connection	211.00	211.00	-	0.0%	216.91	5.91	2.8%
Residential & Commercial-if unpaved street opening required	Per connection	419.00	419.00	-	0.0%	430.73	11.73	2.8%
Residential & Commercial-if paved street opening required	Per connection	844.00	844.00	-	0.0%	867.63	23.63	2.8%
Multi-Family-Same as above for first unit	Per connection, first unit	same as above	same as above	-	0.0%	same as above	-	0.0%
Multi-Family-for second unit only	Per connection	164.00	164.00	-	0.0%	168.59	4.59	2.8%
Multi-Family-per unit after second	Per connection	109.00	109.00	-	0.0%	112.05	3.05	2.8%
Industrial	Per connection	1,089.00	1,089.00	-	0.0%	1119.49	30.49	2.8%

Water Connection Fees

3/4" Residential (w/ Premise Isolation)	Per connection	710.00	710.00	-	0.0%	729.88	19.88	2.8%
3/4" Commercial	Per connection	595.00	595.00	-	0.0%	611.66	16.66	2.8%
1" Residential (w/ Premise Isolation)	Per connection	800.00	800.00	-	0.0%	822.40	22.40	2.8%
1" Commercial	Per connection	655.00	655.00	-	0.0%	673.34	18.34	2.8%
1 1/2-inch Meter	Per connection	900.00	900.00	-	0.0%	925.20	25.20	2.8%
2-inch Compound Meter	Per connection	2,040.00	2,040.00	-	0.0%	2097.12	57.12	2.8%
2-inch Turbo Meter with Strainer	Per connection	1,520.00	1,520.00	-	0.0%	1562.56	42.56	2.8%
Water Connection Fee if water main needs to be tapped	Amount per connection plus	Meter connection fee plus time and materials	Meter connection fee plus time and materials	-	0.0%	Meter connection fee plus time and materials	-	0.0%
Water Connection Relocation Fee	Flat fee plus	200.00 plus time and materials	200.00 plus time and materials	-	0.0%	205.60 plus time and materials	-	2.8%

Administrative Fees

Shut-off notice for failure to pay account after notice	Per transaction					5.00	5.00	New fee
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Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Duplicate billing to property owner or property manager - if account becomes past due	Per instance					2.00	2.00	New fee
Turn-off/turn-on service for non-payment		25.00	25.00	-	0.0%	-	-	25.00 Changed to two separate fees
Turn-off service for non-payment, or upon request of customer	Per occurrence					20.00	20.00	New fee
Turn-on service	Per occurrence					20.00	20.00	New fee
Establish service, includes turn-on service	Per occurrence	10.00	10.00	-	0.0%	20.00	10.00	100.0%
Late fee for past due balances - if not paid by 25th of month						See City-wide Administrative Fees New fee		
Insufficient funds						See City-wide Administrative Fees		

System Development Charges

Stormwater System Development Charge

Single family residential	Per dwelling unit or equivalent	2,166.00	2,166.00	-	0.0%	2,246.00	80.00	3.7%
All other uses (except single family dwellings)								
-per net acre	Per net acre	11,930.00	11,930.00	-	0.0%	12,371.00	441.00	3.7%
-per gross acre	Per gross acre	8,948.00	8,948.00	-	0.0%	9,279.00	331.00	3.7%

Street System Development Charge

All development categories shall be assigned a generated trip index based upon the Institute of Transportation Engineers Trip Generation Manual, current edition, as determined by the Public Works Director or designee.

	Per generated vehicle trip	95.70	95.70	-	0.0%	99.24	3.54	3.7%
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Wastewater System Development Charge

Water and Wastewater SDC's DUE's are determined as follows: Single family dwelling - 1.0 DUE, Single family residence up to 3 attached Units - 1.0 DUE per unit; Multiple family dwelling - four or more units - 0.4 DUE per apartment unit; Prepared food & beverage establishments - 1.0 DUE per 1,000 square feet GROSS building area; Offices, clinics, salons, fraternal organizations, service organizations - 0.2 DUE per 1,000 GROSS building area; Commercial, retail, industrial - 0.2 DUE per 1,000 GROSS building area up to 5,000 square feet and 0.05 per 1,000 square feet above 5,000 square feet; Care facility, nursing home - 0.2 DUE per bed; Laundromat - 0.5 DUE per washing machine; Campground, RV Park, Mobile Home Park - 0.4 DUE per space; Service Station without store - 1.0 DUE; Service Station with store - 2.0 DUE; Church - 0.2 DUE per 1,000 square

	Per dwelling unit or equivalent	4,709.00	4,709.00	-	0.0%	4,883.00	174.00	3.7%
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Water System Development Charge

Buildings - see below for Water and Sewer, plus Landscape irrigation applies to all maintained landscaping or vegetated area with irrigation, either permanent or mobile, other than single family dwelling (up to 3 attached units) - All lawn grass areas - 1.0 DUE per 2,500 square feet, all shrubbery or native vegetation - 1.0 DUE per 4,000 square feet.

	Per dwelling unit or equivalent	3,759.00	3,759.00	-	0.0%	3,898.00	139.00	3.7%
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Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Community Development								
Planning Fees								
Staff Review with No Public Notice - Type I								
Design Review or Change of Use						308.00		New
DMV Review Form		10.00	10.00	-	0.0%	10.00	-	0.0%
Expansion, Change of Use, Remodel		25.00	25.00	-	0.0%	25.70	0.70	2.8%
Within Limited Industrial & Ppacific View Business Park Zone Districts								
Final Minor Partition Map		150.00	150.00	-	0.0%	154.20	4.20	2.8%
Flood Plain Permit		100.00	100.00	-	0.0%	102.80	2.80	2.8%
Landscape Plan Minor Modification		25.00	25.00	-	0.0%	25.70	0.70	2.8%
Land Use Compatibility Statement		50.00	50.00	-	0.0%	51.40	1.40	2.8%
Lot Line Adjustment		100.00	100.00	-	0.0%	102.80	2.80	2.8%
Other Review			25.00			25.70	0.70	2.8%
Parking Lot Construction or Resurfacing (calculated as a building permit)								
Application fee in addition to any other land use approvals								
Planned Unit Development Required Application Conference		100.00	100.00	-	0.0%	102.80	2.80	2.8%
Preliminary Investigation for Prime Wildlife Overlay		150.00	150.00	-	0.0%	154.20	4.20	2.8%
Revised or Supplemental Plan (required as a Condition of Approval)	Per plan	150.00	150.00	-	0.0%	154.20	4.20	2.8%
Site Investigation Report - Phase I		150.00	150.00	-	0.0%	555.00	405.00	270.0%
Stormwater or Parking						465.00		New
Written Code Analysis or Letter of Zoning Compliance		50.00	50.00	-	0.0%	184.00	134.00	268.0%
Written Code Analysis or Letter of Zoning Compliance (research of past approvals required)						If less than 15 minutes, no charge. If greater than 15 minutes, all staff time at full cost recovery		New
Staff Review with Public Notice								
Administrative Design Review		200.00	200.00	-	0.0%	205.60	5.60	2.8%
Landscape Plan Major Modification		200.00	200.00	-	0.0%	205.60	5.60	2.8%
Special Use Permit		600.00	600.00	-	0.0%	616.80	16.80	2.8%
Vegetation Clearing Permit		450.00	450.00	-	0.0%	462.60	12.60	2.8%
Mural permits		500.00	500.00	-	0.0%	514.00	14.00	2.8%
Planning Commission - No Public Notice								
Major Partition Final Plat		1,200.00	1,200.00	-	0.0%	1,233.60	33.60	2.8%
Subdivision Final Plat		1,600.00	1,600.00	-	0.0%	1,644.80	44.80	2.8%
Planning Commission Public Hearing								
Conditional Use Permit (CUP) without Design Review		400.00	400.00	-	0.0%	411.20	11.20	2.8%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Conditional Use Permit and Design Review - Base fee		1,500.00	1,500.00	-	0.0%	1,542.00	42.00	2.8%
Plus \$50/1,000 square foot of floor area > 10,000 square feet								
Design Review		1,400.00	1,400.00	-	0.0%	1,439.20	39.20	2.8%
Plus \$50/1,000 square foot of floor area > 10,000 square feet								
Extension of Approval Period		500.00	500.00	-	0.0%	514.00	14.00	2.8%
Final Development Plan for PUD		2,500.00	2,500.00	-	0.0%	2,570.00	70.00	2.8%
(Application fee in addition to Public Works fees for Public Improvement Plans)								
Modification to Subdivision Regulations	Per each modification	300.00	300.00	-	0.0%	308.40	8.40	2.8%
Preliminary Planned Unit Development - base fee	Base fee	3,750.00	3,750.00	-	0.0%	3,855.00	105.00	2.8%
Plus \$150/acre > 10 acres	per acre > 10 acres	150.00	150.00	-	0.0%	154.20	4.20	2.8%
Restoration of Nonconforming Building/Use		400.00	400.00	-	0.0%	411.20	11.20	2.8%
Site Investigation Report - Phase II (In addition to CUP fee) (required for reductions in setback to Munsel Creek, other drainages, and active dunes)		500.00	500.00	-	0.0%	514.00	14.00	2.8%
Tentative Minor Partition Plan		1,500.00	1,500.00	-	0.0%	1,542.00	42.00	2.8%
Tentative Major Partition Plan	Base fee	2,000.00	2,000.00	-	0.0%	2,056.00	56.00	2.8%
Tentative Subdivision Plan - Base fee		2,000.00	2,000.00	-	0.0%	2,056.00	56.00	2.8%
Additional per lot fee	Per lot	50.00	50.00	-	0.0%	51.40	1.40	2.8%
Variance	Per variance requested	1,300.00	1,300.00	-	0.0%	1,336.40	36.40	2.8%
Waiver of Side Yard Setback	Per occurrence	400.00	400.00	-	0.0%	411.20	11.20	2.8%
Planning Commission and Council Public Hearings								
Annexation & Zoning of Annexed Areas		TBD	TBD		0.0%	TBD		0.0%
Plan Designation Map Amendment		TBD	TBD		0.0%	TBD		0.0%
<i>Applicant also responsible for any County fees for co-adoption</i>								
Zone Change		2,500.00	2,500.00		0.0%	2,570.00	70.00	2.8%
Zone Change and Plan Designation Map Amendment < 5 acres		3,000.00	3,000.00		0.0%	3,084.00	84.00	2.8%
Zone Change and Plan Designation Map Amendment => 5 acres		TBD	TBD		0.0%	TBD		0.0%
Citizen-Initiated Legislative Amendment								
<i>Applicant also responsible for any County fees for co-adoption</i>								
Appeal of Staff Decision to Planning Commission		350.00	350.00		0.0%	359.80	9.80	2.8%
Appeal of Planning Commission Decision to City Council		500.00	500.00		0.0%	514.00	14.00	2.8%
<i>If appeal involves a Site Investigation Report - Phase II, applicant is required to pay City's cost to obtain professional review of Report.</i>								
Vacation of Right-of-Way (plus cost of land)		3,000.00	3,000.00		0.0%	3,084.00	84.00	2.8%
Additional Review Fees								
Consultant Review (pass through charge)						Actual cost		

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
<i>Applications or documents necessitating review from consultants (i.e., city engineer, city attorney, etc.) shall be charged the consultant cost to the City. The City will bill the applicant for charges incurred.</i>								
Continuance requested by Applicant or Applicant submission of new information								
Requiring a revised staff report		1/3 original application fee	1/3 original application fee	-	0.00%	1/3 original application fee	-	0.0%
Requiring a revised staff report and renote		1/2 original application fee	1/2 original application fee	-	0.00%	1/2 original application fee	-	0.0%
Expedited Processing			(Actual consultant cost and/or staff overtime cost)		0.00%	Actual consultant cost and/or staff billing rate times 1.25	Adjust staff to full cost recovery	
Review of Performance Agreement and Financial Security		100.00	100.00		0.00%	102.80	2.80	2.8%
Pre-Application Conference	Per hour (hourly rate plus 20%)					See City-wide fees		Full cost recovery
<i>If a related land use application is subitted within 3 months of conference, up to one hour of conference time will be deducted from land use application fee.</i>								
Review of Covenants and Easements (not shown on a plat)	Per document	50.00	50.00		0.00%	51.40	1.40	2.8%
Staff Time for Research or other Assistance						See City-wide fees		Full cost recovery
Recording fees (Actual cost of recording with Lane County)								
Traffic Impact Study, staff review		150.00	150.00		0.00%	154.20	4.20	2.8%
Architectural Review Application fee								
Florence Urban Renewal Agency's Preservation and Rehabilitation Program Projects (FURA projects \$5,000 and under)		1.00	-	(1.00)	-100.0%	0.00	-	0.0%

Building Permits and Related Fees

All Building Permit Fees are based upon valuation as determined by multiplying the square footage of the dwelling ,garage, carport, and covered walks and patios by the "per square foot cost factor" identified in the Building Valuation Data Table:

One and Two Family Dwelling New and Additions Structural Permit Fee Table

Fee Based on Valuation

\$0 to \$25,000 valuation (for the first \$2,000)	Base fee	76.40	76.40	-	0.00%	76.40	-	0.0%
each additional \$1000 or fraction thereof above \$2,000	per \$1,000 value	6.95	6.95	-	0.00%	6.95	-	0.0%
\$25,001 to \$50,000 valuation (for the first \$25,000)	Base fee	236.35	236.25	(0.10)	0.00%	236.25	-	0.0%
each additional \$1000 or fraction thereof above \$25,000	per \$1,000 value	6.15	6.15	-	0.00%	6.15	-	0.0%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
\$50,001 to \$100,000 valuation (for the first \$50,000)	Base fee	390.10	390.00	(0.10)	0.00%	390.00	-	0.0%
each additional \$1000 or fraction thereof above \$50,000	per \$1,000 value	4.90	4.90	-	0.00%	4.90	-	0.0%
\$100,001 to \$500,000 valuation (for the first \$100,000)	Base fee	635.10	635.00	(0.10)	0.00%	635.00	-	0.0%
each additional \$1000 or fraction thereof above \$100,000	per \$1,000 value	2.90	2.90	-	0.00%	2.90	-	0.0%
\$500,001 to \$1,000,000 valuation (for the first \$500,000)	Base fee	1,795.10	1,795.00	(0.10)	0.00%	1,795.00	-	0.0%
each additional \$1000 or fraction thereof above \$500,000	per \$1,000 value	2.05	2.05	-	0.00%	2.05	-	0.0%
\$1,000,001 and over valuation (for the first \$1,000,000)	Base fee	2,820.10	2,820.00	(0.10)	0.00%	2,820.00	-	0.0%
each additional \$1,000 or fraction thereof above \$1,000,000	per \$1,000 value	1.40	1.40	-	0.00%	1.40	-	0.0%
Minimum Fee	Minimum fee	76.40	76.40	-	0.00%	76.40	-	0.0%
Structural Plans Review Fee	Percentage (%)	65% of building permit fee	65% of building permit fee	-	0.00%	65% of building permit fee	-	0.00%
State Surcharge	Percentage (%)	12% of building permit fee	12% of building permit fee	-	0.00%	12% of building permit fee	-	0.00%

Other Inspection Fees

Applies to : * One
 & two family dwelling structural & mechanical *
 Commercial, multi-family & industrial structural & mechanical *
 Manufactured home placement

1. Inspection outside of normal business hours (minimum charge-two hours)	Per hour*	76.40	76.40	-	0.00%	76.40	-	0.0%
2. Re-inspection fees assessed under provisions of Building Division Administrative Rules Section 309.10	Per hour*	76.40	76.40	-	0.00%	76.40	-	0.0%
3. Inspections for which no fee is specifically indicated (minimum charge - one half hour)	Per hour*	76.40	76.40	-	0.00%	76.40	-	0.0%
4. Additional plans review required by changes, additions, or revisions to proposed or approved plans (minimum charge - one hour)	Per hour*	76.40	76.40	-	0.00%	76.40	-	0.0%

* Or total hourly cost to the City, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

Phased Projects

Applies to: *
 One & two family structural & mechanical *
 Commercial, multi-family & industrial structural

There shall be a minimum plans review phasing fee of \$150 for each separate phased portion of the project. In addition, a plans review phasing fee shall be charged in an amount equal to ten percent of the total project building permit fee calculated in accordance with OAR 918-050-100 through 110 not to exceed an additional \$1,500 for each phase.	Percentage (%)	10% of total project building permit fee, not to exceed \$1,500 for each phase	10% of total project building permit fee, not to exceed \$1,500 for each phase	-	0.00%	10% of total project building permit fee, not to exceed \$1,500 for each phase	-	0.0%
Minimum fee	Minimum fee	150.00	150.00	-	0.00%	150.00	-	0.0%

Deferred Submittals

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
<i>Applies to:</i> *								
<i>One & two family structural & mechanical</i> *								
<i>Commercial, multi-family & industrial structural & mechanical+B457</i>								
The plans review fee for processing deferred plan submittals shall be an amount equal to sixty-five percent (65%) of the building permit fee calculated in accordance with OAR 918-050-110(2) and (3) using the value of the particular deferred portion of the project with a minimum fee of \$115. This fee is in addition to the project plans review fee based on total project value.	Percentage (%)	65% of building permit fee	65% of building permit fee	-	0.00%	65% of building permit fee	-	0.0%
Minimum fee	Minimum fee	115.00	115.00	-	0.00%	115.00	-	0.0%
Investigation Fee								
<i>Applies to:</i> *								
<i>One & two family structural & mechanical</i> *								
<i>Commercial, multi-family & industrial structural & mechanical</i>								
* <i>Manufactured home placement</i>								
* <i>Plumbing & Electrical</i>								
(For commencement of work before obtaining a permit.) Actual or average cost of investigation to ensure the unpermitted work complies with the state building code. Permits for emergency repairs obtained within five business days after commencement of the repair are not subject to the "investigative fee."	Actual or average cost	Actual or average cost of investigation	Actual or average cost of investigation	-	0.00%	Actual or average cost of investigation	-	0.0%
Address Assignment Fee (each address)	Each address	45.00	45.00	-	0.00%	45.00	-	0.0%
Review of Sand Management Plan		150.00	150.00	-	0.00%	150.00	-	0.0%
Site Inspection Fee* (Simple Site)								
New construction		150.00	150.00	-	0.00%	150.00	-	0.0%
New garages, carports, and accessory structures		75.00	75.00	-	0.00%	75.00	-	0.0%
Site inspection Fee* (Complex Site**)								
New Construction		225.00	225.00	-	0.00%	225.00	-	0.0%
New garages, carports, and accessory structures		150.00	150.00	-	0.00%	150.00	-	0.0%
* Services are for planning review of plans and site inspections to ensure compliance with zoning code and conditions of approval resulting from land use decisions. Items considered include landscaping, grading, parking, and lighting.								
** Complex site is one as listed in Florence City Code 10-7 or 10-19.								
One and Two Family Dwelling Alterations Structural Fee Table								
\$0 to \$2,000 valuation (for the first \$500)	Base fee	76.40	76.40	-	0.00%	76.40	-	0.0%
each additional \$100 or fraction thereof	per \$100 value	0.57	0.57	-	0.00%	0.57	-	0.0%
\$2,001 to \$25,000 valuation (for the first \$2,000)	Base fee	85.05	84.95	(0.10)	0.00%	84.95	-	0.0%
each additional \$1000 or fraction thereof	per \$1,000 value	12.50	12.50	-	0.00%	12.50	-	0.0%
\$25,001 to \$50,000 valuation (for the first \$25,000)	Base fee	372.55	372.45	(0.10)	0.00%	372.45	-	0.0%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
each additional \$1000 or fraction thereof	per \$1,000 value	9.00	9.00	-	0.00%	9.00	-	0.00%
\$50,001 to \$100,000 valuation (for the first \$50,000)	Base fee	597.55	597.45	(0.10)	0.00%	597.45	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	6.15	6.15	-	0.00%	6.15	-	0.00%
\$100,001 to \$500,000 valuation (for the first \$100,000)	Base fee	905.55	904.95	(0.60)	0.00%	904.95	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	4.95	4.95	-	0.00%	4.95	-	0.00%
\$500,001 to \$1,000,000 valuation (for the first \$500,000)	Base fee	2,885.05	2,884.95	(0.10)	0.00%	2,884.95	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	4.15	4.15	-	0.00%	4.15	-	0.00%
\$1,000,001 to \$10,000,000 valuation (for the first \$1,000,000)	Base fee	4,960.05	4,959.95	(0.10)	0.00%	4,959.95	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	2.75	2.75	-	0.00%	2.75	-	0.00%
Minimum Fee	Minimum fee	76.40	76.40	-	0.00%	76.40	-	0.00%
Structural Plans Review Fee	Percentage (%)	65% of building permit fee	65% of building permit fee			65% of building permit fee	-	0.00%
State Surcharge	Percentage (%)	12% of building permit fee	12% of building permit fee			12% of building permit fee	-	0.00%
Fire and Life Safety Plans Review Fee	Percentage (%)	40% of building permit fee	40% of building permit fee			40% of building permit fee	-	0.00%
See page 15-16 for other inspection, phased project, deferred submittals and investigation fees								
Review of Sand Management Plan		150.00	150.00	-	0.00%	150.00	-	0.00%
Site Inspection Fee* (Simple Site)								
Commercial		150.00	150.00	-	0.00%	150.00	-	0.00%
Residential		75.00	75.00	-	0.00%	75.00	-	0.00%
Site inspection Fee* (Complex Site**)								
Commercial		225.00	225.00	-	0.00%	225.00	-	0.00%
Residential		150.00	150.00	-	0.00%	150.00	-	0.00%

* Services are for planning review of plans and site inspections to ensure compliance with zoning code and conditions of approval resulting from land use decisions. Items considered include landscaping, grading, parking, and lighting.

** Complex site is one as listed in Florence City Code 10-7 or 10-19.

Commercial, Multi-Family and Industrial New Buildings, Additions, and Alterations Structural Fee Table

\$0 to \$2,000 valuation (for the first \$500)	Base fee	76.40	76.40	-	0.00%	76.40	-	0.00%
each additional \$100 or fraction thereof	per \$100 value	2.75	2.75	-	0.00%	2.75	-	0.00%
\$2,001 to \$25,000 valuation (for the first \$2,000)	Base fee	110.65	117.65	7.00	0.00%	117.65	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	11.10	11.10	-	0.00%	11.10	-	0.00%
\$25,001 to \$50,000 valuation (for the first \$25,000)	Base fee	366.15	372.95	6.80	0.00%	372.95	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	8.35	8.35	-	0.00%	8.35	-	0.00%
\$50,001 to \$100,000 valuation (for the first \$50,000)	Base fee	574.90	581.70	6.80	0.00%	581.70	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	5.90	5.90	-	0.00%	5.90	-	0.00%
\$100,001 to \$500,000 valuation (for the first \$100,000)	Base fee	869.90	876.70	6.80	0.00%	876.70	-	0.00%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
each additional \$1000 or fraction thereof \$500,001 to \$1,000,000 valuation (for the first \$500,000)	per \$1,000 value	4.40	4.40	-	0.00%	4.40	-	0.00%
	Base fee	2,629.90	2,636.70	6.80	0.00%	2,636.70	-	0.00%
each additional \$1000 or fraction thereof \$1,000,001 to \$10,000,000 valuation (for the first \$1,000,000)	per \$1,000 value	3.85	3.85	-	0.00%	3.85	-	0.00%
	Base fee	4,554.90	4,561.70	6.80	0.00%	4,561.70	-	0.00%
each additional \$1000 or fraction thereof \$10,000,000 and over valuation (for the first 10,000,000)	per \$1,000 value	2.50	2.50	-	0.00%	2.50	-	0.00%
	Base fee	27,054.90	27,061.70	6.80	0.00%	27,061.70	-	0.00%
each additional \$1000 or fraction thereof Minimum Fee	per \$1,000 value	2.40	2.40	-	0.00%	2.40	-	0.00%
	Minimum fee	76.40	76.40	-	0.00%	76.40	-	0.00%
Structural Plans Review Fee	Percentage (%)	65% of building permit fee	65% of building permit fee			65% of building permit fee	-	0.00%
State Surcharge	Percentage (%)	12% of building permit fee	12% of building permit fee			12% of building permit fee	-	0.00%
Fire and Life Safety Plans Review Fee	Percentage (%)	40% of building permit fee	40% of building permit fee			40% of building permit fee	-	0.00%
See page 15-16 for other inspection, phased project, deferred submittals and investigation fees								
Address Assignment Fee (each address)	Each address	45.00	45.00	-	0.00%	45.00	-	0.00%
Review of Sand Management Plan		150.00	150.00	-	0.00%	150.00	-	0.00%
Site Inspection Fee* (Simple Site)		350.00	350.00	-	0.00%	350.00	-	0.00%
Site inspection Fee* (Complex Site**)		450.00	450.00	-	0.00%	450.00	-	0.00%

* Services are for planning review of plans and site inspections to ensure compliance with zoning code and conditions of approval resulting from land use decisions. Items considered include landscaping, grading, parking, and lighting.

** Complex site is one as listed in Florence City Code 10-7 or 10-19.

Mechanical Fee Schedule for New Construction, Additions or Alterations to One-And Two Family Dwellings

Air Handling Units	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.00%
Air conditioning	Per appliance	40.00	40.00	-	0.00%	40.00	-	0.00%
Alteration of Existing HVAC System	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.00%
Heat Pump	Per appliance	52.25	52.25	-	0.00%	52.25	-	0.00%
Install/Replace Furnace (including duct work)								
Up to 100,000 btu	Per appliance	40.00	40.00	-	0.00%	40.00	-	0.00%
Over 100,000 btu	Per appliance	47.00	47.00	-	0.00%	47.00	-	0.00%
Install/Replace/Relocate Heaters Suspended, Wall or Floor Mounted	Per appliance	40.00	40.00	-	0.00%	40.00	-	0.00%
Appliance Vent other than Furnace (per appliance)	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.00%
Dryer Exhaust	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.00%
Hood	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.00%
Exhaust Fan Connected to a Single Duct	Per appliance	20.00	20.00	-	0.00%	20.00	-	0.00%
Gas Piping: 1 to 4 Outlets	Base fee	12.25	12.25	-	0.00%	12.25	-	0.00%
Additional Outlets (each)	Per outlet	3.50	3.50	-	0.00%	3.50	-	0.00%
Boiler/Compressor	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.00%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Masonry Fireplace	Per appliance	80.00	80.00	-	0.00%	80.00	-	0.00%
Wood, Pellet, or Gas Stoves or Inserts, including flu	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.00%
Other	Per appliance	20.00	20.00	-	0.00%	20.00	-	0.00%
Minimum Fee	Minimum fee	76.40	76.40	-	0.00%	76.40	-	0.00%
Mechanical Plan Review	Percentage (%)	25% of mechanical permit fee	25% of mechanical permit fee	-	0.00%	25% of mechanical permit fee	-	0.00%
State Surcharge	Percentage (%)	12% of mechanical permit fee	12% of mechanical permit fee	-	0.00%	12% of mechanical permit fee	-	0.00%

See page 15-16 for other inspection, phased project, deferred submittals and investigation fees

Mechanical Fee Schedule for New Construction or Additions or Alterations to Commercial, Multi-family, and Industrial Projects

\$0 to \$500 valuation	Flat fee	76.40	76.40	-	0.00%	76.40	-	0.00%
\$501 to \$5,000 valuation (for the first \$500)	Base fee	76.40	76.40	-	0.00%	76.40	-	0.00%
each additional \$100 or fraction thereof	per \$100 value	2.60	2.60	-	0.00%	2.60	-	0.00%
\$5,001 to \$10,000 valuation (for the first \$5,000)	Base fee	193.40	193.40	-	0.00%	193.40	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	2.40	2.40	-	0.00%	2.40	-	0.00%
\$10,001 to \$50,000 valuation (for the first \$10,000)	Base fee	313.40	205.40	(108.00)	0.00%	205.40	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	2.20	2.20	-	0.00%	2.20	-	0.00%
\$50,001 to \$100,000 valuation (for the first \$10,000)	Base fee	1,193.40	293.40	(900.00)	0.00%	293.40	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	2.15	2.15	-	0.00%	2.15	-	0.00%
\$100,001 and over (for the first \$100,000)	Base fee	2,268.40	400.90	(1,867.50)	0.00%	400.90	-	0.00%
each additional \$1000 or fraction thereof	per \$1,000 value	2.00	2.00	-	0.00%	2.00	-	0.00%
Minimum Fee		76.40	76.40	-	0.00%	76.40	-	0.00%
Plans Review Fee	Percentage (%)	25% of mechanical permit fee	25% of mechanical permit fee	-	0.00%	25% of mechanical permit fee	-	0.00%
State Surcharge Fee	Percentage (%)	12% of mechanical permit fee	12% of mechanical permit fee	-	0.00%	12% of mechanical permit fee	-	0.00%

See page 15-16 for other inspection, phased project, deferred submittals and investigation fees

Commercial, Multi-Family and Industrial Mechanical Valuations Table

Gas Piping 1 to 4 Outlets		500.00	500.00	-	0.00%	500.00	-	0.00%
Each Additional Outlet		100.00	100.00	-	0.00%	100.00	-	0.00%
Exhaust Fan Connected to Single Duct		600.00	600.00	-	0.00%	600.00	-	0.00%
Exhaust System apart from Heating or A/C								
Air Handling Units up to 10,000 cfm								

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Altering Existing System, Hood, Vent for appliance other than Furnace, Wood Stove Fireplace, Dryer Exhaust, Other		1,000.00	1,000.00	-	0.00%	1,000.00	-	0.0%
Install/Replace Furnace up to 100,000 btu								
Install/Replace/Relocate Heaters (suspended, wall, or floor-mounted)								
Boiler/Compressors up to 3 hp, Absorption Units up to 100,000 btu		1,300.00	1,300.00	-	0.00%	1,300.00	-	0.0%
Install/Replace Furnace over 100,000 btu		1,500.00	1,500.00	-	0.00%	1,500.00	-	0.0%
Air Handling Units over 10,000 cfm, Heat Pump, Domestic Incinerator		2,200.00	2,200.00	-	0.00%	2,200.00	-	0.0%
Boiler/Compressors up to 15 hp, Absorption Units up to 500,000 btu		2,300.00	2,300.00	-	0.00%	2,300.00	-	0.0%
Boiler/Compressors up to 30 hp, Absorption Units up to 1,000,000 btu		3,100.00	3,100.00	-	0.00%	3,100.00	-	0.0%
Boiler/Compressors up to 50 hp, Absorption Units up to 1,750,000 btu		4,600.00	4,600.00	-	0.00%	4,600.00	-	0.0%
Commercial/Industrial Incinerator		6,200.00	6,200.00	-	0.00%	6,200.00	-	0.0%
Boiler/Compressors over 50 hp, Absorption Units over 1,750,000 btu		6,700.00	6,700.00	-	0.00%	6,700.00	-	0.0%

New One- and Two-Family Dwellings Plumbing Permit Fee Schedule

Includes 100 feet for each utility connection and no plan review fee
Additional site utilities are per the schedule below

1 Bathroom		365.00	365.00	-	0.00%	365.00	-	0.0%
2 Bathrooms		548.00	548.00	-	0.00%	548.00	-	0.0%
3 Bathrooms		639.00	639.00	-	0.00%	639.00	-	0.0%
Each Additional Kitchen and/or Bathroom		152.00	152.00	-	0.00%	152.00	-	0.0%

New One- and Two-Family Dwelling Alterations, and all Multi-family, Commercial, and Industrial Projects Plumbing Permit Fee Schedule

Fixture or Item

Absorption Valve	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Back Flow Preventer	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Backwater Valve	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Basins/Lavatories/Sinks	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Clothes Washer	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Dishwasher	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Drinking Fountain(s)	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Ejectors/Sump	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Expansion Tank	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Fixture/Sewer Cap	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Floor Drains/Floor Sinks/Hub Drains	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Garbage Disposal	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Hose Bib	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Ice Maker	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Interceptor/Grease Trap	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Primer(s)	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Roof Drain (Commercial)	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Solar Units (potable water)	Per item/unit	62.00	62.00	-	0.00%	62.00	-	0.0%
Sump	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Tub/Shower/Shower Pan	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Urinal	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Water Closet	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Water Heater	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Interior Mainline Piping - same fee schedule as exterior piping								
Premise Site Utilities								
The fees for exterior lines are in addition to the other fees.								
Catch Basin/Area Drain	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Dry wells/Leach Line/Trench Drain	Per fixture	40.00	40.00	-	0.00%	40.00	-	0.0%
Footing Drain	Per fixture	68.00	68.00	-	0.00%	68.00	-	0.0%
Manufactured Home Utilities	Per fixture	65.00	65.00	-	0.00%	65.00	-	0.0%
Manholes	Per fixture	68.00	68.00	-	0.00%	68.00	-	0.0%
Rain Drain Connector	Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%
Sanitary Sewer - 1st 100 feet	1st 100 feet	81.00	81.00	-	0.00%	81.00	-	0.0%
Each additional 100 feet	each additional 100 feet	61.00	61.00	-	0.00%	61.00	-	0.0%
Sewer Cap	Per item/unit	72.00	72.00	-	0.00%	72.00	-	0.0%
Storm Sewer - 1st 100 feet	1st 100 feet	81.00	81.00	-	0.00%	81.00	-	0.0%
Each additional 100 feet	each additional 100 feet	61.00	61.00	-	0.00%	61.00	-	0.0%
Storm Water Retention, Detention or Infiltration Facility	Per item/unit	73.00	73.00	-	0.00%	73.00	-	0.0%
Water Service - 1st 100 feet	1st 100 feet	81.00	81.00	-	0.00%	81.00	-	0.0%
Each additional 100 feet	each additional 100 feet	61.00	61.00	-	0.00%	61.00	-	0.0%
Other Miscellaneous Plumbing A716 Inspections and Fees								
Inspection of existing plumbing	Per hour	76.40	76.40	-	0.00%	76.40	-	0.0%
Specially requested inspections	Per hour	76.40	76.40	-	0.00%	76.40	-	0.0%
Minimum fee	Flat fee	76.40	76.40	-	0.00%	76.40	-	0.0%
Plan review	Percentage of Plumbing Permit Fee	25%	25%	-	0.00%	25%	-	0.0%
State surcharge	Percentage of Plumbing Permit Fee	12%	12%	-	0.00%	12%	-	0.0%
Multi-purpose Residential Fire Sprinkler Systems Plumbing Permit Fee Schedule								
Square Footage of Dwelling (including garage) Permit/Plan Review Fee								
0 - 2,000 Square feet	Flat fee	136.15	136.15	-	0.00%	136.15	-	0.0%
2,001 - 3,600 Square feet	Flat fee	173.25	173.25	-	0.00%	173.25	-	0.0%
3,601 - 7,200 Square feet	Flat fee	235.10	235.10	-	0.00%	235.10	-	0.0%
Greater than 7,200 Square feet	Flat fee	297.00	297.00	-	0.00%	297.00	-	0.0%
Medical Gas Piping Systems Plumbing Permit Fee Schedule								

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
\$1.00 - \$500 valuation	Flat fee	76.40	76.40	-	0.00%	76.40	-	0.00%
\$501 - \$2,000 valuation	Base fee	76.40	76.40	-	0.00%	76.40	-	0.00%
Each additional \$100 or portion thereof	per \$100 value	5.00	5.00	-	0.00%	5.00	-	0.00%
\$2,001 - \$25,000 valuation	Base fee	151.40	151.40	-	0.00%	151.40	-	0.00%
Each additional \$1,000 or portion thereof	per \$1,000 value	18.00	18.00	-	0.00%	18.00	-	0.00%
\$25,001 - \$50,000 valuation	Base fee	565.40	565.40	-	0.00%	565.40	-	0.00%
Each additional \$1,000 or portion thereof	per \$1,000 value	14.00	14.00	-	0.00%	14.00	-	0.00%
\$50,001 - \$100,000 valuation	Base fee	915.40	915.40	-	0.00%	915.40	-	0.00%
Each additional \$1,000 or portion thereof	per \$1,000 value	9.00	9.00	-	0.00%	9.00	-	0.00%
\$100,001 and over valuation	Base fee	1,365.40	1,365.40	-	0.00%	1,365.40	-	0.00%
Each additional \$1,000 or portion thereof	per \$1,000 value	8.00	8.00	-	0.00%	8.00	-	0.00%
Minimum fee	Flat fee	76.40	76.40	-	0.00%	76.40	-	0.00%

Electrical Permit Fee Schedule

New Residential

Single or multi family , per dwelling unit. Includes attached garage. Service included.

1,000 square feet or less	Base fee	180.00	180.00	-	0.00%	180.00	-	0.00%
Each additional 500 sq. ft. or portion thereof	per 500 sq. ft.	38.00	38.00	-	0.00%	38.00	-	0.00%
Limited energy Install 1 & 2 Family, when in conjunction with home wiring permit	Flat fee	38.00	38.00	-	0.00%	38.00	-	0.00%
Limited energy Install Multi-family, when in conjunction with home wiring permit	Flat fee	38.00	38.00	-	0.00%	38.00	-	0.00%
Each Manufactured Home or Modular Dwelling Service and/or Feeder	Per Unit	103.00	103.00	-	0.00%	103.00	-	0.00%

Services or Feeders

Installation, alteration or relocation

200 amps	Flat fee, per unit	103.00	103.00	-	0.00%	103.00	-	0.00%
201 to 400 amps	Flat fee, per unit	131.00	131.00	-	0.00%	131.00	-	0.00%
401 to 600 amps	Flat fee, per unit	175.00	175.00	-	0.00%	175.00	-	0.00%
601 amps to 1,000 amps	Flat fee, per unit	263.00	263.00	-	0.00%	263.00	-	0.00%
Over 1,000 amps or volts	Flat fee, per unit	480.00	480.00	-	0.00%	480.00	-	0.00%
Reconnect only	Flat fee, per unit	78.00	78.00	-	0.00%	78.00	-	0.00%

Temporary Services or Feeders

Installation, alteration or relocation

200 amps or less	Flat fee, per unit	76.00	76.00	-	0.00%	76.00	-	0.00%
201 amps to 400 amps	Flat fee, per unit	122.00	122.00	-	0.00%	122.00	-	0.00%
401 amps to 600 amps	Flat fee, per unit	152.00	152.00	-	0.00%	152.00	-	0.00%
Over 600 amps or 1,000 volts (see above)								

Branch Circuits

New, alteration or extension per panel

a. The fee for branch circuits with the purchase of service or feeder fee		6.00	6.00	-	0.00%	6.00	-	0.00%
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Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
b. The fee for branch circuits without the purchase of service or feeder fee:								
First branch circuit	First circuit	77.00	77.00	-	0.00%	77.00	-	0.0%
Each additional branch circuit	Each additional circuit	8.00	8.00	-	0.00%	8.00	-	0.0%
Miscellaneous								
Service or feeder not included								
Each pump or irrigation circle	Per unit	65.00	65.00	-	0.00%	65.00	-	0.0%
Each sign or outline lighting	Per unit	65.00	65.00	-	0.00%	65.00	-	0.0%
Signal circuit(s) or a limited energy panel alteration or extension	Per circuit	65.00	65.00	-	0.00%	65.00	-	0.0%
Required Inspections								
One and Two-Family Dwellings	Flat fee	110.00	110.00	-	0.00%	110.00	-	0.0%
Apartment Houses	Base fee for first 3 units of housing	160.00	160.00	-	0.00%	160.00	-	0.0%
Apartment Houses (fee for each dwelling unit in excess of 3)	Per unit of housing above 3	10.00	10.00	-	0.00%	10.00	-	0.0%
Hotels/Motels	Base fee for first 5 sleeping rooms	160.00	160.00	-	0.00%	160.00	-	0.0%
Hotels/Motels (fee for each sleeping room in excess of 5)	Per each sleeping room in excess of 5	5.00	5.00	-	0.00%	5.00	-	0.0%
All other occupancies one and two stories in height up to 10,000 sq. ft.	Base fee	160.00	160.00	-	0.00%	160.00	-	0.0%
Fee for each additional 1000 sq. ft.	Overage fee	10.00	10.00	-	0.00%	10.00	-	0.0%
All other occupancies 3 stories in height and above (+20 for each story)	Base fee	160.00	160.00	-	0.00%	160.00	-	0.0%
Fee for each story in excess of 3	Overage fee	20.00	20.00	-	0.00%	20.00	-	0.0%
Master Permit (Industrial Plant) Program Fees								
Registration	Per facility	100.00	100.00	-	0.00%	100.00	-	0.0%
Each additional off-site location	Per facility	100.00	100.00	-	0.00%	100.00	-	0.0%
Inspection, plan review, and administrative activities (per hour or fraction of hour)	Hourly rate	110.00	110.00	-	0.00%	110.00	-	0.0%
Master Permit/Facilities Permit Program								
Inspection, plan review, and administrative activities (per hour or fraction of hour, minimum - 1 hour)	Hourly rate	142.00	142.00	-	0.00%	142.00	-	0.0%
Plan Review Fees								
Plan Review	% of Permit fee	25% of the permit fee	25% of the permit fee	-	0.00%	25% of the permit fee	-	0.0%
Appeal Fees								

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
One and Two-Family Dwellings	Per appeal	100.00	100.00	-	0.00%	100.00	-	0.0%
All other occupancies	Per appeal	200.00	200.00	-	0.00%	200.00	-	0.0%
Each appeal item over 4	Per appeal	50.00	50.00	-	0.00%	50.00	-	0.0%

Other Miscellaneous Electrical Inspections and Fees

Inspections Outside Normal Business Hours	Per hour or fraction thereof	150.00	150.00	-	0.00%	150.00	-	0.0%
Reinspections	Per inspection	75.00	75.00	-	0.00%	75.00	-	0.0%
Inspections beyond those covered by original permit	Per inspection	75.00	75.00	-	0.00%	75.00	-	0.0%
Other inspections not specifically identified elsewhere	Per hour or fraction thereof	110.00	110.00	-	0.00%	110.00	-	0.0%
Additional plans review for changes, additions, or revisions to approved plans.	Plan review time 1/2 hour or less	55.00	55.00	-	0.00%	55.00	-	0.0%
Plan review time of more than 1/2 hour	Per hour or fraction thereof	110.00	110.00	-	0.00%	110.00	-	0.0%

Investigation Fee - see page 16

Permit Reinstatement Processing Fee

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once. The renewal fee shall be equal to the amount required for a new permit.

Amount per Electrical Permit Schedule	Amount for new permit	Amount for new permit	-	0.00%	Amount for new permit	-	0.0%
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Sign Fee Schedule

Illuminated (Electric) Signs

Fascia, freestanding, wall, marquee, projecting signs or reader boards with direct (neon), internal or changing image lighting, words or other electrical components.

Up to 20 square feet	Flat fee	131.00	131.00	-	0.00%	131.00	-	0.0%
Over 20 square feet and up to 40 square feet	Flat fee	163.00	163.00	-	0.00%	163.00	-	0.0%
Over 40 square feet and up to 60 square feet	Flat fee	188.00	188.00	-	0.00%	188.00	-	0.0%
Over 60 square feet and up to 80 square feet	Flat fee	206.00	206.00	-	0.00%	206.00	-	0.0%
Over 80 square feet and up to 100 square feet	Flat fee	225.00	225.00	-	0.00%	225.00	-	0.0%
Over 100 square feet and up to 120 square feet	Flat fee	250.00	250.00	-	0.00%	250.00	-	0.0%
Over 120 square feet and up to 140 square feet	Flat fee	263.00	263.00	-	0.00%	263.00	-	0.0%

Non-Illuminated Signs

Fascia, freestanding, wall, marquee or projecting signs without direct or internal lighting or other electrical components.

Up to 20 square feet	Flat fee	100.00	100.00	-	0.00%	100.00	-	0.0%
Over 20 square feet and up to 40 square feet	Flat fee	138.00	138.00	-	0.00%	138.00	-	0.0%
Over 40 square feet and up to 60 square feet	Flat fee	163.00	163.00	-	0.00%	163.00	-	0.0%
Over 60 square feet and up to 80 square feet	Flat fee	169.00	169.00	-	0.00%	169.00	-	0.0%
Over 80 square feet and up to 100 square feet	Flat fee	175.00	175.00	-	0.00%	175.00	-	0.0%
Over 100 square feet and up to 120 square feet	Flat fee	188.00	188.00	-	0.00%	188.00	-	0.0%

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Over 120 square feet and up to 140 square feet	Flat fee	194.00	194.00	-	0.00%	194.00	-	0.0%

Wall Painted Signs, Adhered Signs

These are based on the square footage, and shall be computed the same way as fee is charged for sign permits (i.e., vinyl, paper or similar material)

Additional Plan Review Fee

Plan Review Time 1/2 hour or less	Flat fee	55.00	55.00	-	0.00%	55.00	-	0.0%
Plan Review Time Greater than 1/2 hour	Hourly rate or fraction thereof	105.00	105.00	-	0.00%	105.00	-	0.0%

Appeals and Adjustments

Appeal Fees	Per appeal	200.00	200.00	-	0.00%	200.00	-	0.0%
Adjustment Fees	Per adjustment	750.00	750.00	-	0.00%	750.00	-	0.0%

Re-Inspections or Inspections Outside of Normal Business Hours

Other Inspections Not Specifically Identified Elsewhere	Per hour or fraction thereof	76.40	76.40	-	0.00%	76.40	-	0.0%
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Investigation Fee For commencement of work before obtaining a sign permit

Equal to permit fee or the actual investigation costs per hour, whichever is greater, plus \$250.00	Per hour	105.00	105.00	-	0.00%	105.00	-	0.0%
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Permit Reinstatement Processing Fee

Fee for renewal of a permit that has expired shall be equal to the cost of a new permit	Amount per Sign Permit Schedule	Amount for new permit	Amount for new permit	-	0.00%	Amount for new permit	-	0.00%
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Structural Alteration

Structural alterations will be subject to a New Build Permit and a Plan Review Fee of 65% of the Building Permit Fee.	Per Building Permit Fee Schedule	Per Building Permit Fee Schedule	Per Building Permit Fee Schedule	-	0.00%	Per Building Permit Fee Schedule	-	0.00%
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Signs that Require a Building Permit are, But not limited to:

- Fascia signs over 400 pounds
- All projecting signs
- All freestanding signs over 6 feet in height
- All pitched roof signs

Investigation Fee - see page 16

Temporary Banners

Registration of all banners must be made at the Building Department.

Consultant Review

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Applications or documents necessitating review from consultants (i.e., city attorney, engineering consultant, etc.) shall be charged the consultant cost to the City. The City will bill the applicant for charges incurred as a pass-through								
Manufactured Home Placement Permits								
Manufactured Home Placement Fee	Flat fee	260.00	475.50	215.50	0.00%	475.50	-	0.0%
Pier Pad Fee								
- Single Wide	Flat fee	30.00	-	(30.00)	0.00%	-	-	0.0%
- Double Wide	Flat fee	45.00	-	(45.00)	0.00%	-	-	0.0%
- Triple Wide	Flat fee	60.00	-	(60.00)	0.00%	-	-	0.0%
State Surcharge Fee	Percentage %		12% of Manufactured Home Placement Fee	-	0.00%	12% of Manufactured Home Placement Fee	-	0.0%
New Site Utilities (100 feet ea. Water, sewer, and rain drain)	Flat fee	243.00	243.00	-	0.00%	243.00	-	0.0%
State Surcharge Fee	Percentage %		12% of New Site Utilities Fee	-	0.00%	12% of New Site Utilities Fee	-	0.0%
Site Utilities Connection Inspection	Flat fee	65.00	-	(65.00)	0.00%	-	-	0.0%
Earth Quake Resistant System & Hold-Down	Flat fee	110.00	-	(110.00)	0.00%	-	-	0.0%
City Manufactured Home Installation Fee	Flat fee	40.50	-	(40.50)	0.00%	-	-	0.0%
State of Oregon Installation Fee	Flat fee	30.00	30.00	-	0.00%	30.00	-	0.0%
State of Oregon Administration Fee	Flat fee	2.00	-	(2.00)	0.00%	-	-	0.0%
State of Oregon Surcharge - Single Wide	Flat fee	2.99	-	(2.99)	0.00%	-	-	0.0%
State of Oregon Surcharge - Double Wide	Flat fee	3.54	-	(3.54)	0.00%	-	-	0.0%
State of Oregon Surcharge - Triple Wide	Flat fee	4.09	-	(4.09)	0.00%	-	-	0.0%
Additional Fees that may Apply								
Address Assignment Fee (each address)	Each address	45.00	45.00	-	0.00%	45.00	-	0.0%
Review of Sand Management Plan	Per plan	150.00	150.00	-	0.00%	150.00	-	0.0%
Reinsertion of Manufactured Dwelling	Per inspection	76.40	76.40	-	0.00%	76.40	-	0.0%
Inspection outside normal business hours	Per hour	76.40	76.40	-	0.00%	76.40	-	0.0%
Inspections for which no fee is specifically indicated	Per hour	76.40	76.40	-	0.00%	76.40	-	0.0%
Site Inspection Fee* (Simple Site) New Construction on Simple Site	Per inspection	150.00	150.00	-	0.00%	150.00	-	0.0%
Site inspection Fee* (Complex Site**) New Construction on Complex Site	Per inspection	225.00	225.00	-	0.00%	225.00	-	0.0%

* Services are for planning review of plans and site inspections to ensure compliance with zoning code and conditions of approval resulting from land use decisions. Items considered include landscaping, grading, parking, and lighting.

** Complex site is one as listed in Florence City Code 10-7 or 10-19.

Investigation Fee - see page 16

All accessory buildings or structures must be permitted separately

Fee Description	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change
Appeal Fee - Under Section 4-1-5-17 of FCC		500.00	500.00	-	0.0%	500.00	-	0.0%
Other City Regulated Fees								
Taxi Rates								
River Cities Taxi								
Minimum charge (meter drop)	Meter drop minimum fee	2.50	2.50	-	0.00%	2.50	-	0.0%
Mileage rate	Per mile	2.50	2.50	-	0.00%	2.50	-	0.0%
Increments (per 1/10)	Per .1 mile	0.25	0.25	-	0.00%	0.25	-	0.0%
Wait time (per hour)	Wait time/per hour	24.00	24.00	-	0.00%	24.00	-	0.0%
Extra Charges (bikes/pets)	Per bike/pet	1.00	1.00	-	0.00%	1.00	-	0.0%
Bus Fare Fee for the Rhody Express								
Cash Fare per one-way trip	Per one-way trip	1.00	1.00	-	0.0%	1.00	-	0.0%
Per Day with transers (utilizing a day pass)	Per day with transfers	2.00	2.00	-	0.0%	2.00	-	0.0%

Fees to Potentially be Reviewed / Approved November 2017

Utility Fees and Charges

Rates Effective January 1, 2018

Fee Description	Unit	FY 2018 July 1, 2017	Comments/Preliminary Rate Changes January 1, 2018
Service Charges			
<i>Rates per monthly billing cycle</i>			
Stormwater			
Single family residential			
Less than 6,500 square foot of property area	Flat rate	5.40	No change in rate or methodology, next adjustment 7/1/18
6,500-9,222 sq ft	Flat rate	6.49	No change in rate or methodology, next adjustment 7/1/18
Greater than 9,000 sq ft	Flat rate	7.57	No change in rate or methodology, next adjustment 7/1/18
Multi-family and Commercial			
Minimum charge (up to 6,500 sq ft)	Flat base rate	8.62	Retain at current amount until equal to single family residential tier I rate
Cost per square foot of impervious surface greater than 6,500 sq ft	Per square foot	0.001250	No change in rate or methodology, next adjustment 7/1/18
Street Maintenance			
Residential - each unit containing a kitchen and toilet.	Per dwelling unit	6.50	No change in rate or methodology, next adjustment 7/1/18
Multi-family residential - each unit containing a kitchen and toilet.	Per dwelling unit	6.50	No change in rate or methodology, next adjustment 7/1/18
Commercial	One EDU per domestic metered account	6.50	Changed January 1, 2018 to flat base charge January 1, 2018
Commercial	Flat rate - base charge	6.50	Change to flat rate per business location January 1, 2018
Commercial	Rate per trip over 10 trips/day	0.23	Addition of rate per trip - phase in over 3 years (33%, 66%, 100%)

			Rates				
			1-Jan-18	1-Jul-18	1-Jul-19	1-Jul-20	1-Jul-21
CPI			0.0%	2.0%	2.0%	2.0%	2.0%
No change to methodology or rate January 1, 2018							
Single Family Residential	Flat rate	53.01	53.01	53.86	54.72	55.60	56.49
Multi-family residential	Flat rate per unit		37.11	37.70	38.30	38.92	39.54
STEP System			Discontinued - residential or multi-family rates apply				
Greentrees & Coast Village	Per cubic foot	0.065660	Transition to applicable single family/multi-family rates				

Fee Description	Unit	FY 2018 July 1, 2017	Comments/Preliminary Rate Changes January 1, 2018					
Commercial rates:								
I & I rate per unit	Per unit per month	7.31	No change to methodology or rate January 1, 2018					
Sewer demand portion per unit	Per unit per month	7.23	No change to methodology or rate January 1, 2018					
I & I and Demand combined	Per cubic foot	0.075380	Rate adjustment phased in over 5 years to rate per CF of SRF	0.07952	0.08618	0.09850	0.10564	0.11298
Other individual rates:								
Viking Concrete	Flat rate	190.65	Discontinue January 1, 2018 see commercial rates - individual businesses					
STEP System (per unit per month)	Per unit per month	-	Discontinued July 1, 2017, standard commercial rates apply					
Mobile Waste Disposal	Per gallon	0.1028	No change to methodology	0.1028	0.1049	0.107	0.1091	0.1113
Commercial Base Rate	Base Rate Includes 3 CCF		Change to flat rate 70% SFR	37.11	37.70	38.30	38.92	39.54
Commercial Consumption Rate	Consumption over 3 CCF/winter rate if irrigation not separately metered		Rate adjustment phased in over 5 years to rate per CCF of SRF	7.95	8.62	9.85	10.56	11.30
Individual businesses - ERU determination - billed flat rate consistent with rate for SFR plus annual evaluation charge at applicable hourly rates								
Effective consumption rate per CCF - based off of single family residential rate - winter average of 5 CCF		10.60		10.60	10.77	10.94	11.12	11.30
Water				1-Jan-18	1-Jul-18	1-Jul-19	1-Jul-20	1-Jul-21
			CPI	0.0%	2.0%	2.0%	2.0%	2.0%
			Phase in % rate adjustment to offset revenue loss to reduced meter flat charges	1.0%	1.0%	1.0%	1.0%	1.0%
Single family residential	Base charge	18.55	CPI plus % rate adjustment	18.74	19.30	19.88	20.48	21.09
Commodity (volume) tiered rates for single family residential:								
0-1,500 cubic feet	Per cubic foot	0.02060	Commodity rates increasing by CPI plus 1% per year - five years	0.02081	0.02143	0.02207	0.02273	0.02341

Fee Description	Unit	FY 2018 July 1, 2017	Comments/Preliminary Rate Changes January 1, 2018								
1,501 - and greater cubic feet	Per cubic foot	0.02270	Commodity rates increasing by CPI plus 1% per year - five years				0.02289	0.02357	0.02428	0.02500	0.02575
0 - 1,000 cubic feet	Per cubic foot	0.02060	See commodity rates above, changed 7/1/17								
1,001 - 1,500 cubic feet	Per cubic foot	0.02060	See commodity rates above, changed 7/1/17								
1,501 - and greater cubic feet	Per cubic foot	0.02266	See commodity rates above, changed 7/1/17								
Well rehab fee - all customers - per account Commercial	Flat fee	-	Consolidated into base charge 7/1/17								
Small commercial - low volume	Base charge	18.55	Rate category eliminated effective January 1, 2018, see metered rates below								
Small commercial - high volume	Base charge	18.55	Rate category eliminated effective January 1, 2018, see metered rates below								
Meter size			Meter Factor	5-year phase in of rate reduction for meter base charge					Rate full phase in year 5		
3/4 - inch		18.55	1.00	18.74	19.30	19.88	20.48	21.09	21.09		
1 - inch		18.55	1.67	25.04	27.40	29.88	32.49	35.22	35.22		
1 1/2 inch	Base charge	88.60	3.33	79.74	71.77	64.59	68.20	70.23	70.23		
2 - inch	Base charge	136.89	5.33	123.20	110.88	99.79	109.16	112.41	112.41		
3 - inch	Base charge	424.00	10.00	360.40	306.34	260.39	221.33	210.90	210.90		
4 - inch	Base charge	534.15	16.67	480.74	432.67	389.40	350.46	351.57	351.57		
6 - inch	Base charge	2,186.66	33.33	1,749.33	1,399.46	1,119.57	895.66	702.93	702.93		
8 - inch	Base charge	6,862.01	53.33	4,803.41	3,362.39	2,353.67	1,647.57	1,124.73	1,124.73		
Greentrees East	Base charge	2,322.48	53.33	2,090.23	1,881.21	1,693.09	1,523.78	1,124.73	1,124.73		
Fire Standby	Base charge	7.84	No change to methodology	7.84	8.00	8.16	8.32	8.49			
Irrigation Only											
Irrigation Only Meter 3/4 and 1 - inch	Base charge	18.55	Meter Factor	Different charges for specific meter sizes, effective January 1, 2018							
3/4 - inch			1.00	18.74	19.30	19.88	20.48	21.09			
1 - inch			1.67	25.04	27.40	29.88	32.49	35.22			
1 1/2 inch	Base charge	88.60	3.33	79.74	71.77	64.59	68.20	70.23			
2 - inch	Base charge	136.89	5.33	123.20	110.88	99.79	109.16	112.41			
Commodity (volume) rates for commercial (including multi-family residential):	Per cubic foot	0.02060	Same rates for all customers	0.02081	0.02143	0.02207	0.02273	0.02341			

Fee Description	Unit	FY 2018 July 1, 2017	Comments/Preliminary Rate Changes January 1, 2018					
Bulk Water Sales	Per CCF	0.02060	Same rates for all customers	0.02081	0.02143	0.02207	0.02273	0.02341

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 6

Meeting Date: July 10, 2017

Department: Finance

ITEM TITLE: Authorization for the City Manager to execute agreements for recurring services.

DISCUSSION/ISSUE:

The City has several recurring service agreements, that exceed the City Manager's purchasing authority (\$30,000), that may require the signature of an authorized official to extend the terms of the agreement including:

Health, dental, vision insurance	CIS Trust
Workers compensation insurance	CIS Trust
General, vehicle and liability insurance	CIS Trust
Transit services	Lane Transit District
Building inspection services	Northwest Code Professionals
Legal	Speer Hoyt LLC
Software maintenance and support	Caselle
Contract finance director services	GEL Oregon, Inc.
IT/Network administration	Feynman Group, Inc.
Social support services	Siuslaw Outreach Services (SOS)

FISCAL IMPACT:

The biennial 2017-19 budget includes the following amounts (aggregated City-wide totals):

Health, dental, vision	\$2,258,600
Workers compensation	173,700
General, vehicle and liability insurance	370,800
Legal	150,000
Transit	66,000
Building inspection services	407,800
Outsourced finance director services	258,200
IT/Network administration	54,000
Social support services	80,000
	<hr/>
	\$3,819,100

RELEVANCE TO ADOPTED CITY WORK PLAN:

The above services are integral to the delivery of City services consistent with the City's adopted work plan.

ALTERNATIVES:

1. Approve the resolution authorizing the City Manager to execute agreements for the services noted above for biennial 2017-19, or
2. Amend the resolution to authorize the City Manager to execute agreements for the services noted above, as amended for biennial 2017-19, or
3. Not approve the resolution and provide direction to staff.

RECOMMENDATION:
Approve the resolution as presented.

AIS PREPARED BY: Andy Parks, Finance Director

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

ITEM'S ATTACHED: Attachment 1 – Resolution No. 15, Series 2017, Authorizing City Manager to execute agreements for recurring services provided the City of Florence.

**CITY OF FLORENCE
RESOLUTION NO. 15, SERIES 2017**

A Resolution authorizing the City Manager to execute various agreements for recurring services provided the City of Florence.

RECITALS:

1. Various vendors provide recurring services to the City of Florence, which costs annually exceed the City Manager’s purchasing authority of \$30,000.
2. The services, vendors and fees have previously been reviewed and approved by the City Council.
3. The City Council adopted the biennial 2017-19 budget with adequate funding for these services.

Based upon the above findings;

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

The City Manager is authorized to execute, as necessary, agreements with the noted vendors for the following services, each anticipated to exceed \$30,000 for fiscal year 2017-18 and fiscal year 2018-19:

Vendor	Services	Biennial 2017-19 Budget
CIS Trust	Health, dental, vision insurance	\$ 2,258,600
CIS Trust	Workers compensation insurance	173,700
CIS Trust	General, vehicle and liability insurance	370,800
Lane Transit District	Transit	66,000
NW Code Professionals, LLC	Building inspection services	407,800
Speer Hoyt LLC	Legal	150,000
GEL Oregon, Inc.	Interim finance director services	258,200
Feynman Group, Inc.	IT/Network administration and support	54,000
Siuslaw Outreach Services	Social support services	80,000
Total		\$3,819,100

1. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 10th day of July, 2017.

Attest:

Joe Henry, Mayor

Kelli Weese, City Recorder

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 7
Meeting Date: July 10, 2017
Department: City Manager

ITEM TITLE: Florence Police Employees Association Agreement

DISCUSSION/ISSUE:

The City of Florence is currently in discussions with the Florence Police Employees Association for a new labor agreement. The proposed agreement will be for three years and will be backdated to include July 1, 2017 through June 30, 2020.

The City Council will review and discuss the proposed agreement at the July 10, 2017 Executive Session meeting, and should mutually acceptable contract terms be agreed upon, will consider approval of the agreement at the July 10, 2017 City Council meeting.

FISCAL IMPACT:

The proposed agreement is proposed to include increases in wages for members of the association per the Consumer Price Index estimates. The proposed agreement also includes a continuation of the City-wide high deductible health benefit plan.

RELEVANCE TO ADOPTED CITY WORK PLAN:

Goal 1: Deliver efficient and cost effective City services

ALTERNATIVES:

1. Approve the proposed agreement and authorize the City Manager and Chief of Police to sign the agreement
2. Do not approve the proposed agreement and direct staff to return to the bargaining table

RECOMMENDATION:

Should a proposed agreement be ready for review at the July 10th City Council meeting, Staff recommends the Council review and approve the proposed agreement.

AIS PREPARED BY: Erin Reynolds, City Manager

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

ITEM'S ATTACHED: None

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 8
Meeting Date: July 10, 2017
Department: Administration

ITEM TITLE: Consider authorizing the City Manager to sign the Intergovernmental Agreements with the Oregon Department of Transportation and the Florence Urban Renewal Agency for coordination related to ReVision Florence.

DISCUSSION/ISSUE:

The Florence Urban Renewal Agency (FURA) has been coordinating with the Oregon Department of Transportation (ODOT) on ReVision Florence. At this point, staff have been working to negotiate the Intergovernmental Agreements (IGAs) that define the working relationship between ODOT, FURA, and the City. There are two agreements that we are working on currently. These agreements are complex and, at the time of publication, we are continuing to work through some of our questions with ODOT. Due to these complexities involving various levels of government, the agreements include FURA and the City to coordinate jointly with ODOT. The two IGAs have been reviewed by FURA at their June 28th Board meeting. At that meeting, FURA provided authority to City Manager Erin Reynolds to finalize negotiations and sign the agreements based on concurrence with the City's legal counsel and the City Council's approval. The two IGAs are outlined below for the City Council to consider.

IGA #1: Local Agency Agreement for Multimodal Transportation Enhancement Program

This agreement outlines the working relationship between the FURA, the City, and ODOT. The City applied for State Transportation Improvement Program (STIP) funding for a portion of the ReVision Project. This funding was approved and is classified within the STIP as Multimodal Transportation Enhancement Program (MTEP) funding. Since the MTEP funding is Federalized funding, there are very prescribed requirements that are attached to that funding. This agreement allows us to acquire a project number for this funding and for ODOT to begin billing the project number for their review work.

When we first made the ask to the LaneACT, we understood that this was a multi-million dollar project and that an ask for the full amount was not reasonable. The City made an ask of \$1,000,000 to support the project, which included \$750,000 in STIP funding and a cash match of \$250,000 from FURA. Through that process, ODOT utilized the conceptual estimates for the project at the cost of \$6,000,000. The IGA that is currently being considered includes that estimate since the \$6,000,000 figure was approved as part of the STIP package by the Oregon Transportation Commission (OTC). We are simultaneously working on an amendment to this IGA that will update the STIP through the OTC and include the additional funding from ODOT of \$1.8 million.

The roles of each entity are outlined in the agreement. Again, with federalized funds and the project occurring primarily in the ODOT right-of-way, there are requirements for ODOT to review at each phase and throughout the design process. There is also the requirement for ODOT to manage the construction contract through their offices. We will discuss the details of how this works more during the meeting.

This agreement outlines the improvements to be made as part of the project, and the ongoing maintenance of the streetscape improvements from the local agencies. We have discussed this throughout the planning of ReVision Florence, and have included it in the City's budget. As part of the agreement with ODOT to improve facilities within their right-of-way beyond their typical standards, the community takes on the responsibility of maintaining those facilities throughout their useful life. As mentioned above, the City has incorporated funding for maintenance of the landscaping, streetlights, and repairs to the sidewalks. This is similar to other projects we have worked on with ODOT, such as the rapid flashing beacons across Highway 101. We are working with ODOT to ensure that the language is specific to maintenance of these facilities at the standards they are designed to currently. We want to ensure that we are not obligating the City to be liable for future ADA upgrades. The intent is to ensure access to the ADA facilities and that will be included in the agreement.

The Local Agency Agreement is the more complex of the two. It is the overarching agreement outlining our working relationship, and our various funding sources through ODOT. As described above, some of the provisions of this contract apply to the City, with ongoing maintenance and the City being the official recipient of the STIP funding, and other regarding financial responsibility for ReVision Florence apply to FURA. We are working with ODOT to create a three-party contract that would outline the provisions for each party since neither the City, nor FURA, can commit the other organization to the contract. Our goal is to have this contract be a three-party contract that would receive approval from both the FURA Board and the Council.

IGA #2: Intergovernmental Agreement for Right of Way Services

The second IGA involves the right-of-way services that are to be performed by both entities. Since the City of Florence is not certified as an independent administer of federal-aid projects for right-of-way services, the state is ultimately responsible for the certification and oversight of all right-of-way activities within the Highway 101 right-of-way. Murraysmith has been working on the right-of-way administration since March, but this agreement with ODOT is needed to move forward with the next steps in the process.

We received notification from ODOT that they would like the City to be a party to this agreement as well. We are working to make it a three-party agreement for the same reasons outlined above. There may be requirements for the City Council to take actions related to right-of-way acquisition during future stages of the process, but FURA will remain the funding agency for these services.

FISCAL IMPACT:

As described above, FURA remains the responsible agency for developing the funding package for ReVision Florence. These two IGAs include funding obligations for ODOT review that has been built into the ReVision Florence budget.

The financial responsibility outlined in these IGAs for the City include two items:

- The STIP funding awarded for ReVision Florence was applied for by the City. Therefore, the City is the official recipient of those funds and will pass them onto FURA for the project.
- Ongoing maintenance of the streetscape elements is the responsibility of the City. This includes maintenance of the landscaping, maintenance and repairs to the sidewalks when needed, and maintenance and billings associated with the street lights. This has been included in the adopted 2017-2019 Biennium Budget, as well as the financial forecast, at \$100,000 annually.

The Local Agency Agreement (IGA #1) will be updated with an amendment that ODOT is currently working on in order to update the project costs and ODOT funding. They will need to update the STIP through the Oregon Transportation Commission in order to add this amendment.

RELEVANCE TO ADOPTED CITY WORK PLAN:

- City Service Delivery
- Livability & Quality of Life
- Financial & Organizational Sustainability

ALTERNATIVES:

1. Approve IGAs.
2. Do not approve IGAs.

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to finalize negotiations and, once satisfactory terms are agreed upon with the City Attorney's concurrence, to sign the following agreements:

- Local Agency Agreement for Multimodal Transportation Enhancement Program
- Intergovernmental Agreement for Right of Way Services

AIS PREPARED BY: Megan Messmer, City Project Manager

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments:

ER Reynolds

ITEMS ATTACHED: None

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 9
Meeting Date: July 10, 2017
Department: City Manager

ITEM TITLE: CITY MANAGER REPORT

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 10
Meeting Date: July 10, 2017
Department: City Council

ITEM TITLE: CITY COUNCIL REPORTS

Florence City Council Calendar - 2017

July

M	Tu	W	Th	F	Sa/Su
3 Council Meeting Rescheduled	4 Independence Day Holiday	5 Council Work Session Rescheduled	6	7	8 & 9
10 Council Meeting	11 Oregon City Manager's Association Conference			14	15 & 16
17 Council Meeting - Rescheduled	18	19 Council Work Session - Tentative	20	21	22 & 23
24 Council Meeting - Tentative	25	26 Council Work Session - Canceled	27 OR Mayor's Conference		
31 City Council Meeting - Tentative					

August

M	Tu	W	Th	F	Sa/Su
	1	2	3	4	5 & 6
7 Council Meeting	8	9 Council Work Session - Tentative	10	11	12 & 13
14	15	16	17	18	19 & 20
21 Council Meeting - Canceled	22	23 Council Work Session - Canceled	24	25	26 & 27
28	29	30 FURA Mtg	31		

Florence City Council Calendar - 2017

September

M	Tu	W	Th	F	Sa/Su
				1	2 & 3
4 <small>Labor. Day Holiday</small> Council Meeting Canceled	5	6 Council Work Session - Canceled	7	8	9 & 10
11	12	13	14	15	16 & 17
18 Council Meeting	19	20 Council Work Session - <i>Tentative</i>	21	22	23 & 24
25	26	27 FURA Mtg	28 League of Oregon Cities Conf.		30 & 1

October

M	Tu	W	Th	F	Sa/Su
2	3	4	5	6	7 & 8
9	10	11 Council Work Session - <i>Tentative</i>	12	13	14 & 15
16	17	18	19	20	21 & 22 <small>ICMA Conf.</small>
23 Council Meeting - Rescheduled	24	25 Council Work Session - Canceled FURA Mtg - <i>Tentative</i>	26	27	28 & 29
International City Man. Asso. Conf.					
30 Council Meeting - <i>Tentative</i>	31				

November

M	Tu	W	Th	F	Sa/Su
		1	2	3	4 & 5
6 Council Meeting	7	8 Council Work Session - <i>Tentative</i>	9	10 Veteran's Day Holiday Observed	11 & 12
13	14	15	16	17	18 & 19
20 Council Meeting - <i>Tentative</i>	21	22 Council Work Session Canceled FURA Mtg - <i>Tentative</i>	23 Thanksgiving		25 & 26
27	28	29	30		

December

M	Tu	W	Th	F	Sa/Su
				1	2 & 3
4 Council Meeting	5	6 Council Work Session - <i>Tentative</i>	7	8	9 & 10
11	12	13	14	15	16 & 17
18 Council Meeting - <i>Tentative</i>	19	20 Council Work Session - <i>Tentative</i>	21	22	23 & 24
25 Christmas Holiday	26	27 FURA Mtg - <i>Tentative</i>	28	29	30 & 31