



City of Florence
A City in Motion

City of Florence Council Executive Session & Regular Session

Siuslaw Valley Fire & Rescue
2625 Hwy 101
Florence, OR 97439
541-997-3437
www.ci.florence.or.us

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

June 4, 2018

AGENDA

4:45 p.m.

Councilors:

Joe Henry, Mayor

Joshua Greene, Council President Ron Preisler, Council Vice-President
Susy Lacer, Councilor Woody Woodbury, 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.

4:45 p.m.

Executive Session per ORS 192.660(2)(e) Real Property Transactions

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

5:30 p.m.

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

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Persons wishing to address the Council should complete a [Speaker's Card](http://www.ci.florence.or.us/council/request-address-city-council-speakers-card) available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speakers cards are due at least five (5) minutes before the meeting. 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.

CONSENT AGENDA

2. WORKERS COMPENSATION INSURANCE TO CITY VOLUNTEERS

Consider approval of Resolution No. 10, Series 2018, a resolution extending the City of Florence's worker's compensation insurance to volunteers of the City of Florence for the policy year 2018-19.

Megan Messmer
City Project
Manager

3. STATE REVENUE SHARING

A. STATE REVENUE SHARING

Consider approval of Resolution No. 11, Series 2018, a resolution declaring the City's election to receive State Shared Revenues.

Andy Parks
Finance Director

B. CERTIFY ELIGIBILITY TO RECEIVE SHARED REVENUES

Consider approval of Resolution No. 12, Series 2018, a resolution certifying the City's eligibility to receive Shared Revenues.

ACTION ITEMS

The public will have an opportunity to offer comments on action items after staff has given their report. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speakers cards are due at least five (5) minutes before the meeting. Comments will be limited to three (3) minutes per person. Speakers may not yield their time to others.

4. AIRPORT ROAD AFFORDABLE HOUSING DEVELOPMENT

Hear and consider proposal from the Neighborhood Economic Development Corporation (NEDCO) and the Willamette Neighborhood Housing Services (WNHS) for a proposed affordable housing development to be located at 1424 Airport Road. Consider preliminary approval of a proposed purchase agreement and authorize staff to proceed to a public hearing for sale of the property at the June 18th City Council meeting.

Kelli Weese
City Recorder /
Eco. Devo. Coord.

5. FINANCING AGREEMENT

Consider approval of **Resolution No. 13, Series 2018**, a resolution authorizing the execution and delivery of a full faith and credit financing agreement and note for the purpose of financing real and personal property in an amount not to exceed \$3,300,000; and authorizing a letter of credit; designating an authorized representative and special counsel; authorizing an intergovernmental agreement with the Florence Urban Renewal Agency; and related matters.

Andy Parks
Finance Director

6. CITY OF FLORENCE FEES AND CHARGES FOR SERVICES

Consider approval of **Resolution No. 14, Series 2018**, a resolution adjusting the City of Florence’s fees and charges for services.

Andy Parks
Finance Director

7. RHODODENRDON DRIVE CHIP / FOG SEAL

Consider accepting the proposal from Sierra Santa Fe Corporation in the amount of \$84,953 to perform a chip / fog seal on Rhododendron Drive from Lighthouse Way to Fawn View Lane and authorizing the City Manager to proceed with a contract.

Mike Miller
Public Works
Director

REPORT & DISCUSSION ITEMS

8. CITY MANAGER REPORTS & DISCUSSION ITEMS

Erin Reynolds
City Manager

9. CITY COUNCIL REPORTS & DISCUSSION ITEMS

Joe Henry
Mayor

COUNCIL CALENDAR

All meetings are held at the Florence Events Center (715 Quince Street, Florence Oregon) unless otherwise indicated

Date	Time	Description
June 6, 2018	---	City Council Work Session Canceled
June 18, 2018	5:30 p.m.	City Council Meeting
June 20, 2018	10:00 a.m.	City Council Work Session <i>Tentative</i>
July 2, 2018	---	City Council Meeting Canceled
July 4, 2018	---	Independence Day Holiday <i>City Offices Closed</i>
		City Council Work Session Canceled

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 1
Meeting Date: June 4, 2018
Department: Mayor & Council

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

DISCUSSION/ISSUE:

This is an opportunity for members of the audience to bring to the Council's attention any item not otherwise listed on the Agenda. Persons wishing to address the Council must complete a Speaker's Card available online at <http://www.ci.florence.or.us/council/request-address-city-council-speakers-card>, or at the meeting. Speaker's cards are due at least five (5) minutes before the meeting.

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: 2
Meeting Date: June 4, 2018
Department: Human Resources

ITEM TITLE: Adopt Resolution No. 10, Series 2018, a resolution extending worker's compensation insurance coverage to City volunteers for the policy year 2018-2019.

DISCUSSION/ISSUE:

The City operates with the help of many volunteers. City County Insurance Services (CIS), the City's insurance provider, requires the City to cover both the paid and unpaid workforce under the City's workers' compensation policy. In order to extend coverage, the City Council must decide on an "assumed wage" to base that coverage on and adopt a resolution declaring that the City will cover volunteer groups and the assumed wage at which we intend to do so.

Attached is a resolution which accomplishes that task. It is similar to the previous year's resolution. It includes an assumed wage for police reserve officers of \$2,500 a month and \$800 a month for police auxiliary volunteers. Other volunteer groups track their actual hours and are insured at the worker's compensation class code rate of the work they are doing, with Oregon Minimum Wage as their assumed wage.

FISCAL IMPACT:

The worker's compensation insurance premium related to volunteers is estimated at \$5,500 for fiscal year 2017-18.

ALTERNATIVES:

1. Approve Resolution No. 10, Series 2018 as presented.
 2. Approve Resolution No. 10, Series 2018 with amendments.
 3. Do not approve Resolution No. 10, Series 2018.
-

RECOMMENDATION:

Approve the Resolution No. 10, Series 2018, with an effective date of July 1, 2018.

AIS PREPARED BY: Megan Messmer, City Project Manager

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other
Comments:

ITEM'S ATTACHED: Resolution No. 10, Series 2018

**CITY OF FLORENCE
RESOLUTION NO. 10, SERIES 2018**

**A RESOLUTION EXTENDING THE CITY OF FLORENCE'S WORKERS'
COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF FLORENCE
FOR THE POLICY YEAR 2018-2019**

RECITALS:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteer workers listed in this resolution, noted on CIS payroll schedule, and verified at audit.

1. An assumed monthly wage of \$2,500 for police reserve officers, and \$800 for police auxiliary volunteers.
2. An aggregate assumed annual wage of \$2,500 will be used per volunteer board, commission, and/or council for the performance of administrative duties.
3. An assumed monthly wage of \$800 per month will be used for public officials for the performance of manual labor above and beyond the administrative duties covered by paragraph 2 above.
4. Court-mandated community service workers/inmates who are sentenced by the City of Florence's Municipal Court will keep track of their hours and have their assumed payroll reported in Class Code 7720V using Oregon minimum wage.
5. Non-public safety volunteers will keep track of their hours and have their assumed payroll reported in the correct class code listed on the CIS Payroll Schedule for the type of work being performed using Oregon minimum wage.
6. A roster of active volunteers (Airport 7403V, Parks 9102V, Florence Event Center 8810V & 9154V, public safety, non-public safety, and community service workers/inmates on work release) will be kept monthly for reporting purposes. It is acknowledged that CIS may request copies of these rosters during year end audit.
7. Unanticipated volunteer projects or exposure not addressed herein will be added onto the City of Florence's coverage agreement (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be backdated.

Based on these findings,

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

1. The City of Florence will provide for workers' compensation coverage for fiscal year 2018-19, as indicated above.
2. This resolution will be updated annually.
3. This Resolution shall become effective July 1, 2018.

ADOPTION:

This Resolution is passed and adopted on the 4th day of June, 2018.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 3
Meeting Date: June 4, 2018
Department: Finance

ITEM TITLE: State Revenue Sharing

DISCUSSION/ISSUE:

Pursuant to ORS 221.770, in order for the City to receive State Shared Revenues, two public hearings must be held to allow citizens to give input on how the City uses its State Shared Revenues. One of the hearings must occur at a Budget Committee meeting, and the second hearing must occur during a City Council meeting. A public hearing before the Budget Committee was held on May 22, 2017 and the City Council held a public hearing on June 12, 2017. The public hearings were held for the State Shared Revenues to be received and used during the 2017-19 biennium. Resolutions to declare and receive State Shared Revenues were approved for fiscal year 2017-18. The action this evening is to consider resolutions for fiscal year 2018-19. Both must be adopted in order for the City to receive State Shared Revenues in fiscal year 2018-19.

- Resolution No. 11, Series 2018, declares the City Council's intent to receive State Shared Revenues
- Resolution No. 12, Series 2018, declares the City Council's eligibility to receive State Shared Revenues.

FISCAL IMPACT:

The approved budget for the 2017-19 biennium includes the following State Shared Revenues for the biennium including the estimated amount, percentage of the total City budget, and intended uses:

Revenue	Fund	Amount	Percentage	Intended Use
Liquor Tax	General	\$296,500	0.53%	General
Cigarette Tax	General	\$20,600	0.04%	General
State Shared Revenue	General	\$178,600	0.32%	General
State Highway Apportionment	Street	\$1,001,100	1.79%	Street Maintenance
TOTAL		\$1,496,800	2.67%	

RELEVANCE TO ADOPTED CITY WORK PLAN:

Goal 1 – City Service Delivery

-
- ALTERNATIVES:**
1. Adopt Resolutions as proposed
 2. Consider making adjustments to the use of State Shared Revenue
 3. Forego State Revenue Sharing monies
-

RECOMMENDATION:
Adopt the Resolutions as proposed

AIS PREPARED BY: Andy Parks, Finance Director

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other
Comments:

ITEM'S ATTACHED: Resolution No. 11, Series 2018
Resolution No. 12, Series 2018

**CITY OF FLORENCE
RESOLUTION NO. 11, SERIES 2018**

A Resolution Declaring the City's Election to Receive State Shared Revenues

RECITALS:

1. The State of Oregon revised statues (ORS) 221.770 require that a city may not be included in apportionments to receive distributions of State Revenue Sharing unless it elects to receive distributions by enactment of an ordinance or resolution expressing that election.
2. As required by ORS 221.770, a public hearing before the Budget Committee was held on the 22nd day of May 2017, and a public hearing before the City Council was held on the 12th day of June, 2017, giving the citizens an opportunity to comment on the use of State Revenue Sharing for the 2017-2019 biennium.

Based on these findings,

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

1. Pursuant to ORS 221.770, the City of Florence hereby elects to receive state revenues for the 2018-2019 fiscal year.
2. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 4th day of June, 2018.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

**CITY OF FLORENCE
RESOLUTION NO. 12, SERIES 2018**

A Resolution Certifying the City's Eligibility to Receive State-Shared Revenues

RECITALS:

1. State Revenue Sharing Law, ORS 221.760, provides as follows:
 - a. Section 1: The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.280 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:
 - i. Police Protection
 - ii. Fire Protection
 - iii. Street construction, maintenance and lighting
 - iv. Sanitary Sewer
 - v. Storm Sewers
 - vi. Planning, zoning and subdivision control
 - vii. One or more utility services

Based on these findings,

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

1. The City of Florence provides the following municipal services, which is four or more or that municipal services enumerated in section 1, ORS 221.760:
 - i) Police Protection
 - ii) Street construction, maintenance and lighting
 - iii) Sanitary Sewer
 - iv) Storm Sewers
 - v) Planning, zoning and subdivision control
 - vi) One or more utility services

2. This Resolution takes effect immediately upon adoption.

ADOPTION:

This Resolution is passed and adopted on the 4th day of June, 2018.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

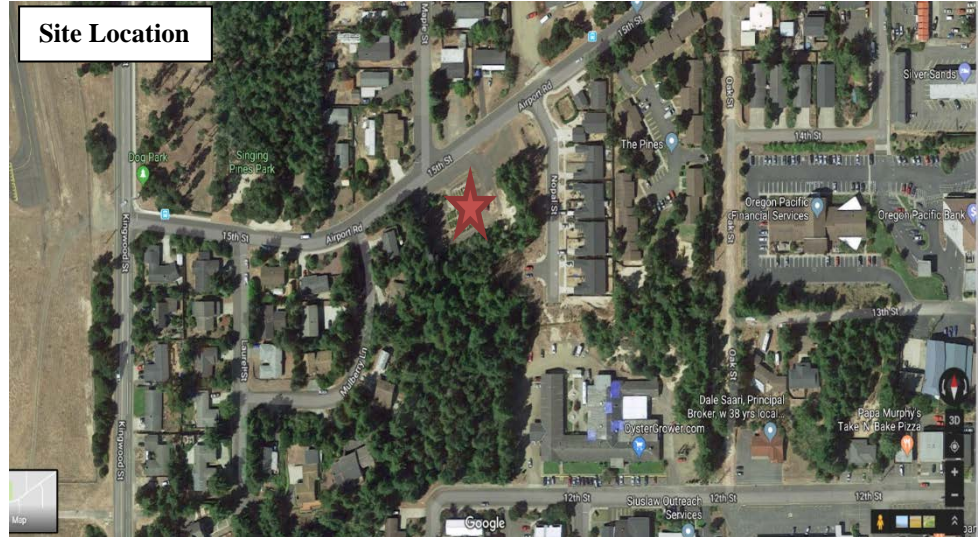
ITEM NO: 4
Meeting Date: June 4, 2018
Department: Administration

ITEM TITLE: Airport Road Affordable Housing Development

DISCUSSION/ISSUE:

History / Background

In January of 2018, Council approved coordination with the Neighborhood Economic Development Corporation (NEDCO) for an Oregon Regional Solutions Workforce Housing grant, to bring an affordable housing development to Florence. The proposal included the potential to complete a housing development on the City



owned property at 1424 Airport road which is located along Airport Road / 15th Street just west of the Florence Habitat for Humanity ‘Keener Place’ development. This is the previous site of the Florence Senior Center and the current site of the Florence First Harvest Community Garden. This site was chosen due to its:

- central in-town location;
- availability of utility infrastructure including existing water / sewer / power / storm water;
- proximity to family services including Miller park, Boys and Girls Club and the Siuslaw schools;
- multi-family zoning;
- ownership by the City of Florence; and,
- history of intended use for affordable housing development.

On May 10th, the City of Florence was notified that we did not receive the Oregon Regional Solutions Workforce Housing grant (although we did rank 9 out of 32).

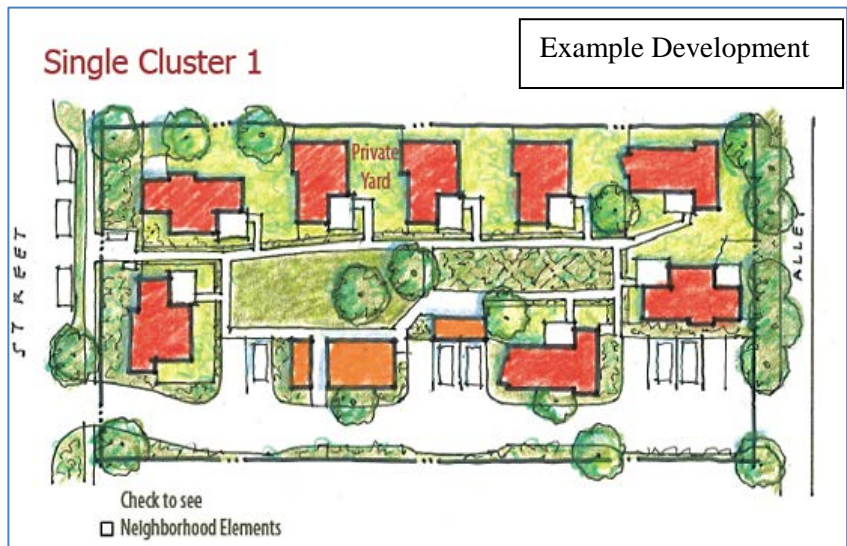
Funding Options

In order to continue with the potential project and find additional funding options, NEDCO is preparing to submit for another potential grant alternative with the Oregon Housing & Community Services LIFT Homeownership / Land Trust grants. These grants are specific to programs that develop affordable homeownership units for low-mid income families (below 80% Area Median Income 'AMI'). LIFT Homeownership is a new funding source for the state, with \$8 million available in the first application round. In addition, half of the allocated funding has a 'soft' set aside for rural communities under 15,000 population. Applications are due June 25th and awards are expected to be announced in September or October. Through LIFT, developers can apply for up to \$75,000 per unit to pay for development costs associated with land acquisition, infrastructure development, System Development Charges (SDCs), and other costs *not* associated with the housing units themselves. In return, the homes must be maintained as affordable for at least 40 years, sold and re-sold to homeowners below 80% AMI.

The Proposed Project

NEDCO is currently working to propose an innovative housing solution for the Old Senior Center site (1424 Airport Road) known as cottage cluster housing. Cottage cluster housing enables developers to utilize a relatively large tract of land, where someone would ordinarily only be able to build a few standard homes, the ability to build more smaller units. Cottage cluster homes are usually 500 – 1200 sq. ft. and can be a studio,

1, 2, or even 3 bedrooms. They are bigger than tiny homes, but smaller than a typical single-family home. These small developments of homes are generally constructed around a common space such as a yard which is shared by the entire development. Often the homes have design elements such as deep porches that create a sense of shared semi-public space for the small community. They often share parking areas, garden space and other amenities. (Attachment 1)



The current site plan proposes 12 homes including a mix of 1, 2, and 3-bedroom units. The priorities for the project will include quality / durable homes with an eye for cost efficiency. The units are currently being designed towards ease / efficiency of construction with prioritization for materials and fixtures that are durable but not fancy. The proposal is to construct all of the homes simultaneously, not in phases, with a desired construction timeline of 12 months or less, beginning in early 2019. The proposed budget is still under development but is anticipated to be roughly \$2.5 million.

The proposal will be within a land trust model. Land Trusts are a unique form of home ownership where the land itself is legally separated from the structures and held in trust by a nonprofit (NEDCO). The individual homes are then sold to low/moderate income families below 80% of Area Median Income 'AMI'. Based on 2018 income guidelines, qualifying household incomes would be:

- 1-person household - \$33,040
- 2-person household - \$37,760
- 3-person household - \$42,480
- 4-person household - \$47,200

The homes will be sold through a traditional mortgage, with the requirement that when the original family sells the home, they sell it to another low/moderate income buyer. This model makes homeownership more affordable by removing the cost of the land from the purchase. The homes will be sold on a non-discriminatory basis to young families looking for a starter home, working professionals, seniors, or other qualifying individuals. The homes are proposed to be priced between \$140,000 - \$180,000.

After construction, NEDCO would then take over the operational and administrative complexities with administering the land trust properties, including ensuring property owners maintain their properties, properties are sold according to requirements for affordability, and other day to day management considerations. NEDCO has developed – through new construction, house moves, and renovation – more than 140 quality affordable homes for low-income, first time homebuyers. They also provide intensive home buying education and assist more than 1200 future first time homebuyers each year. In addition, NEDCO currently owns 23 rental units in Lane County. This long history in the affordable housing industry allows NEDCO the knowledge and resources to complete and manage the development. (Attachment 2) For more information about NEDCO, including success stories, visit their website at www.nedcocdc.org.

NEDCO Background & Merger with Willamette Neighborhood Housing Services

NEDCO was founded in 1979 with a mission to help build strong communities by helping low-income individuals, families and neighborhoods build long-term financial opportunity. NEDCO works to promote affordable housing and personal asset building (including financial literacy and first-time homeownership).

In November 2017, NEDCO and the Willamette Neighborhood Housing Services (WNHS) voted to merge their organizations given their very similar missions and projects. WNHS services include multi-family rental housing developments (382 apartments at 19 urban and rural locations); owner occupied housing (55 homes at four locations); assistance to homebuyers; financial education and many other services. WNHS was founded in 1995 and serves Linn, Benton and Lincoln Counties. (Attachment 3)

With the merger, both NEDCO and WNHS hope to achieve the scale needed to develop and implement comprehensive approaches to affordable housing needs. To this end, NEDCO and WNHS intend to partner on the grant application for Florence.

Housing Construction

The site currently hosts the Florence First Harvest Community Garden. Should the Council elect to proceed with the development and funding be achieved, staff will work with community garden representatives to find a new location for the garden. Staff has begun to review potential site location alternatives and intends to coordinate with garden representatives in the near future to ensure the potential new site options will meet their needs.

Due to the innovative development proposed, including small lot sizes etc., the applicant will likely be required to obtain a planned unit development (PUD) permit in order to proceed as planned. This means that the applicant will need to submit an application to the City of Florence Planning Department for Planning Commission approval of the PUD per the code criteria in Title 10 Chapter 23.

For project construction, NEDCO will seek qualifications from general contractors who would like to be considered for the project, qualifications to be considered will include:

- Number of years in business
- Size of staff
- Ability to meet schedule and budget
- Related experience with similar housing projects

In order to meet the grant timelines, submittals from potential contractors will be due June 13th. Should the Council elect to preliminarily approve the project at the June 4th City Council meeting, staff will coordinate with NEDCO to reach out to local contractors for potential request for qualification submittal. (Attachment 4)

City of Florence Financial Support

NEDCO is proposing to apply for the Oregon Housing and Community Services LIFT Homeownership / Land Trust grant with support from the City of Florence by way of sale of property at 1424 Airport Road (Map # 18-12-27-10-15400). In order to qualify for the grant, the City of Florence and NEDCO would need to establish an agreement for the eventual sale of the site should NEDCO receive funding for the development.

The funding application is due June 25th, and the City is partnering closely with NEDCO to complete several key components of the application. Most importantly, in order to apply for funding, the developer (NEDCO / WNHS) must be able to prove 'site control' of the property. In the case of land owned by a partner (e.g. the City of Florence), site control can be proven with a purchase agreement that is contingent only on the award of LIFT funds – so that the state has assurances that the project can move forward if / when funds are awarded.

In addition to proving site control, the application requires extensive financial information about the project including a completed construction budget. In order to ensure that the LIFT funds cover the complete costs of the land trust (land, infrastructure, SDCs, site engineering, architecture fees and other soft costs) and because the site will require additional costs associated with leveling for construction 'due property slope', it is crucial to the budget and viability of the project that the land be acquired by NEDCO for little or no cost.

The City Council will discuss the proposed property sale during the June 4th executive session.

Grant Submittal Timeline / Requirements

In order to assemble the grant submittal, NEDCO is diligently working to prepare their case for the need for housing in Florence. They have put together a stakeholder meeting with local non-profits and others working directly with housing in Florence and the needs of low-moderate income residents. This meeting of local entities was held on May 30, 2018 at 5:30 p.m. The purpose of the stakeholder meeting was to ensure local partners are available to provide a solid list of potential buyers for the homes vetted by the grant deadline. Should the Council elect to proceed with the development, NEDCO, the City, and the local non-profit stakeholders will work together to get the word out about the opportunity to our local residents to get a solid list of applicants to have a competitive grant application. (Attachment 5)

Part of the LIFT funding applications requires narratives concerning both the community need for the proposed project and the interest among the targeted families for the units proposed. Essentially, NEDCO will have to make certain that there will be buyers for the units if they were to achieve funding and were able to build them. In order to ensure there are potential buyers, they intend to put together a small outreach campaign, including an information session, to introduce the cottage cluster / land trust idea to the potential target audience of proposed homebuyers. This information session will determine the type of housing needed, such as families who want more bedrooms, or retirees looking to downsize. This can help to make sure the site plan meets the needs of the potential buyers.

The information session will also allow NEDCO to discuss financial literacy, credit building and first-time homebuyer programs with potential buyers. That way, if a family is interested, but not financially ready, NEDCO will be able to work with them over the construction timeline to ensure they are ready for homeownership.

Should the Council elect to preliminarily approve the project at the June 4th City Council meeting, staff will coordinate with NEDCO and local stakeholders, to reach out to local constituents that may be interested in purchasing a home within the development.

Next Steps

At the June 4th City Council meeting, NEDCO Executive Director Emily Reiman and Willamette Neighborhood Housing Services Executive Director Brigetta Olson will be presenting information about the proposed development and how the City's property would play into the grant submittal.

After the presentation, the City Council may elect to discuss the project as a whole, and the City of Florence's potential investment by way of the property allocation. Should the Council wish, they may consider preliminary approval of the proposed purchase agreement and authorize staff to proceed to a public hearing for sale of the property at the June 18th City Council meeting.

FISCAL IMPACT:

The proposed project represents the construction of twelve affordable housing units on City owned property. The proposed project has an estimated total development cost of \$2.5 million. In order to meet the financial need of the project, and provide matching dollars toward the grant proposal, the City of Florence proposes to confer the property to NEDCO / WNHS for less than market value. As of 2017, the real market value according to the Lane County tax rolls was \$238,371. As the property is currently owned by the City of Florence, no property tax is received by the City for the property. Should all 12 units sell for the lowest estimated price of \$140,000 the City would receive an estimated \$4,641 in additional tax dollars per year.

RELEVANCE TO ADOPTED CITY WORK PLAN:

The project works toward the City of Florence's goals of #2 Livability and Quality of Life and #3 Economic Development.

The City has placed the needs of affordable housing as a high priority within its 2017-19 work plan through the work of the housing and economic opportunities analysis. The recently completed housing analysis indicated that Florence has a pent-up housing demand of over 500 units. While only representing an additional 12 units, the proposed development marks an innovative solution to the needs of affordable housing in the community, with the intent to be replicable by others throughout the city.

ALTERNATIVES:

1. Offer preliminary approval of the proposed purchase agreement and authorize staff to proceed with a public hearing for approval of the sales agreement at the June 18th City Council meeting.
2. Recommend amendments to the sales price and/or term of the proposed agreement and authorize staff to proceed with a public hearing for approval of the sales agreement at the June 18th City Council meeting.
3. Do not authorize the sale of the property.

RECOMMENDATION:

Offer preliminary approval of the proposed purchase agreement and authorize staff to proceed with a public hearing for approval of the sales agreement at the June 18th City Council meeting.

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

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other
Comments:

ITEM'S ATTACHED: Attachment 1 – Cottage Cluster Housing Fact Sheet
Attachment 2 – NEDCO Relevant Work Experience
Attachment 3 – NEDCO / WNHS Merger Explanation
Attachment 4 – Request for Qualifications – General Contractors
Attachment 5 – Flyer for Potential Homebuyers

For Reference – January 22, 2018 City Council meeting materials found online at <http://www.ci.florence.or.us/council/city-council-meeting-135>.

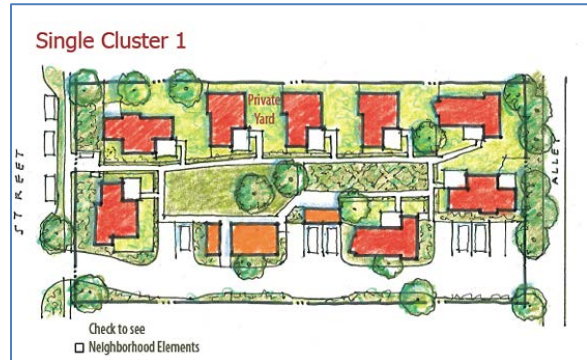


What is a Cottage House?

A cottage house is usually 500 - 1200 sq ft, and can be a studio, 1, 2, or even 3 bedrooms. It's bigger than a tiny house, but smaller than a today's typical single family home. (Though not necessarily smaller than starter homes were in the 1950s!) Cottage homes usually have a small footprint, so the larger models will be 1.5 or 2 stories, to preserve the small feel.

What is a Cottage Cluster?

A cottage cluster (sometimes called a 'bungalow cluster' or 'pocket neighborhood') is a small development of cottage homes clustered together around common space. The homes are usually closer together than a traditional low-density neighborhood, and often share common parking areas, garden space, and other amenities. The homes each have some individual space (maybe a patio and a small garden) as well as sharing common space. The cluster often has a small homeowners association, to care for common areas.



What is a Land Trust?

A land trust is a unique form of ownership that can be combined with a cottage cluster. The land itself is legally separated from the structures, and held in trust by a nonprofit. The individual structures are then sold to low/moderate income families (below 80% AMI) through a traditional mortgage, usually with a long term affordability covenant that ensures then when the original family sells the home, it will sell to another low/moderate income buyer. A land trust makes homeownership more affordable by removing the cost of the land from the purchase. Oregon has just introduced a new source of state funds (LIFT Bonds) to help pay for the development of land trust housing.

Who Might Benefit?

Many people! Young families looking for a starter home; working professionals who don't have time to maintain large yards; seniors looking to downsize and age in place. Oregon's housing market is pricing working- and middle-class families out of homeownership, and both cottage clusters and land trust housing offer an affordable alternative.



NEDCO Relevant Work Experience

NEDCO (Neighborhood Economic Development Corporation) is a nonprofit organization with a mission to collaboratively build human and capital assets to strengthen neighborhoods and broaden participation in community ownership and governance. NEDCO was established in 1979 as Oregon's first Community Development Corporation. Over the past three decades, they have revitalized communities, built affordable homes, and assisted more than 25,000 people to manage finances and build assets.

NEDCO has operated in Lane County, Oregon since 1979, expanded to Marion County in 2008, and finally to Clackamas County in 2012. With offices in these three locations, NEDCO is now in a strong position of growth and able to serve a major portion of the I-5 corridor from Eugene to Oregon City. NEDCO focus their efforts in four major areas:

1. Opportunity Works

The Opportunity Works Department conducts work on personal financial literacy and asset building. NEDCO provides education and counseling in basic financial literacy, first time homeownership, foreclosure intervention, microenterprise development, and post-secondary education planning. Opportunity Works is the organization's largest department housing the longest-running direct service programs and serving more than 2,500 people annually. NEDCO is a HUD-approved housing counseling agency, and Oregon Homeownership Center, and an FO partner in the Oregon IDA Initiative, offering IDAs for homeownership, microenterprise, higher education, and cars.

2. Local Works

The Local Works Department builds economically vibrant neighborhoods and communities by supporting entrepreneurs, revitalizing distressed neighborhoods, and investing in regional food systems. NEDCO's current focus community is downtown Springfield, where they relocated their headquarters in 2009. In 2012, NEDCO opened the Sprout! Regional Food Hub, which transformed a historic church in downtown Springfield to include a year-round farmers market, commercial kitchen, food business incubation program, community event space, and two locally-owned anchor food and beverage businesses.

3. Building Works

The Building Works Department provides affordable rental housing for low-income families, affordable homes for purchase by low- and moderate-income families, and commercial space for businesses to establish distinctive storefronts. Selected recent affordable housing projects include: a 4-unit apartment complex where those receiving services through HIV Alliance will be prioritized for tenancy; a 12-unit apartment complex acquired, renovated, and managed as affordable housing for youth aging out of foster care. In addition to the above-named projects, NEDCO has extensive additional experience with the construction and sale of affordable single-family housing, including many scattered site projects and two larger subdivision developments.

4. Community Lending Works (CLW)

Community Lending Works is a CDFI nonprofit affiliate of NEDCO established in 2011 to provide safe and affordable loan products individuals and businesses who don't have access to mainstream credit, including low income, minority, and rural communities. CLW offers consumer loans (including credit-builder, auto, rental deposit, and down payment assistance) and small business loans with a mission to provide access to capital, credit and financial services for community-building projects to develop healthy people and neighborhoods. CLW is NEDCO's fastest growing program area, with a current loan portfolio of roughly \$2.2 million and assets under management of more than \$4 million.

While the Florence Workforce Pilot project will focus primarily on housing development, this breath of associated services (including homeownership education, counseling, credit-building services, and down payment assistance) make NEDCO a particularly valuable development partner for workforce housing.

Team Member Experience



Over its history, NEDCO has developed more than 150 single family units and 24 rental units, and its Building Works team brings many years of expertise to this project.

Lori Love, Real Estate Development Manager, and Dannette Gwin, Property Manager, have nearly 25 years of combined experience working in the development and operation of affordable housing. This experience includes the purchase and rehab of both homeownership and rental properties in accordance with HOME and HUD guidelines, fiscal management of properties, verification of eligibility of residents, and regular reporting of activities.



Ann Price, Accounting Manager, is responsible for ongoing financial management of NEDCO properties, both during and after development. Ann has almost 15 years of experience overseeing the financial accounting and reporting for the development and sale of more than 50 homeownership units (including lease-to-own, land trust, and traditional ownership) and 24 rental units.



Emily Reiman, Executive Director, plays an integral part in new development and partnership building and oversees NEDCO's affordable housing development strategy and priorities.



In addition to staff capacity, NEDCO's board of Directors has a long-standing Real Estate Development subcommittee that oversees and provides guidance for our project development pipeline. Members of the subcommittee include experts from residential and commercial real estate, lending, architects and more.



Attachment 3



Merger Announcement for Partners

After a year-long due diligence process, in November 2017, the NEDCO and WNHS boards voted unanimously to move forward with a merger. Both organizations have decades of community development experience in their respective territories and worked together closely as partners for more than 10 years before deciding to join forces.

Who We Are:

Founded in 1979, NEDCO builds strong communities by helping low-income individuals, families, and neighborhoods build long-term financial opportunity. NEDCO works to revitalize communities, develop affordable homes, and has assisted more than 25,000 people in Lane, Marion, and Clackamas Counties to build and preserve assets through affordable housing, personal asset building (including financial literacy, first time homeownership, and microentrepreneurship), community economic development, and community development lending.

WNHS is a private, nonprofit community development organization committed to improving lives and strengthening communities through quality affordable housing, homeownership, economic opportunity, and community partnerships. WNHS services include multifamily rental housing development (382 apartments at 19 urban and rural locations); owner occupied housing (55 homes at four locations); assistance to homebuyers; financial education and IDAs; resident service programs; and the Linn Benton Health Equity Alliance. WNHS was founded in 1995, and serves Linn, Benton, and Lincoln Counties.

Why a Merger:

Helping families to build assets, improve neighborhoods, and create healthy communities are complex, multi-faceted efforts that aim to address significant, intractable social issues like wealth inequality, and equally longstanding economic issues, like those that led to the current housing crisis. Most small nonprofits only have the capacity to work on one piece of the problem; their impact is limited. With scale comes the opportunity to work more effectively on underlying social conditions. Through a merger, NEDCO and WNHS will achieve the scale needed to develop and implement comprehensive approaches that better address these issues. In order to do this, we must leverage increased visibility, greater impact with policy makers, complementary programs that offer a more holistic approach, strengthened capacity in real estate development, and streamlined financial and technology systems. Our new organization will have the breadth and depth of services, and the operational infrastructure, to be more responsive to community-identified needs and solutions.

Leadership Plan:

The directors of WNHS and NEDCO will oversee the merger through a creative leadership transition. Jim Moorefield, WNHS Executive Director, will retire from his role as WNHS Executive Director in May 2018. Brigetta Olson, WNHS Deputy Director, will become Interim Executive Director until the merger (1/1/19), at which point Emily Reiman, NEDCO's Executive Director will become the Executive Director of the merged organization with Brigetta as her deputy. The boards of directors will also merge, incorporating equal representation from both boards. All current offices will remain open - Springfield, Corvallis, Salem, and Oregon City – and the organization will serve a six-county combined region. We will also be choosing a new name, which will be announced shortly before the merger.



Request for Qualifications – General Contractors

PROJECT INFORMATION

NEDCO and WNHS are jointly applying for state of Oregon funding to complete a single family “cottage cluster” development in Florence, Oregon. The project will be a land trust model, in which NEDCO/WNHS hold the land in trust, and the homes are sold individually to low/moderate income (LMI) buyers. If we are successful in the current funding application, we anticipate that construction will begin in early 2019.

SCOPE

The current site plan includes 12 homes ranging from 550-1200 square feet and including a mix of 1-, 2-, and 3-bedroom units, with shared parking, green space, and a separate storage unit building.

With a goal of stable, affordable homeownership for LMI families, our construction priorities are quality/durability balanced with cost efficiency; the units have been designed for ease/efficiency of construction, and we prioritize materials and fixtures that are durable but not fancy.

We plan for all units to be constructed simultaneously, not in phases, with a desired construction timeline of 12 months or less, beginning early 2019.

BUDGET

The project budget is still under development, but is anticipated to be roughly \$2.5 million.

QUALIFICATIONS

NEDCO/WNHS are seeking qualifications from General Contractors who would like to be considered for the project. Please respond by the deadline below with the following information:

- Firm Overview and History:
 - Basic information: number of years in business, size of staff, ability to meet schedule and budget, etc.
- Related Experience:
 - Provide three (3) examples of similar projects, including services provided, start and completion dates, construction cost, client contact (name, phone number and email), architect contact (name, phone number and email)
 - Past experience with affordable housing and/or publicly funded projects, including Davis-Bacon and prevailing wage requirements
- Project Team:
 - Submit resumes for the propose Project Manager and any other personnel you feel are key to the project.
 - Include a high level staffing plan identifying the time each individual will be dedicated to the project during construction.
- References: Provide three (3) client references. These may overlap with related project experience. Include Name, Title, Company, Phone Number, Email address



Request for Qualifications – General Contractors

TIMELINE

6/13/18	Deadline for responses
6/13-11/18	Interviews with finalists
6/12/18	Final selection of general contractor
6/25/18	Funding application due to Oregon Housing and Community Services
Sep/Oct	Funding award announcements
Jan/Feb 2019	Anticipated construction start

SUBMISSION INSTRUCTIONS

Please email responses by 5:00 pm on June 6th to Emily Reiman, NEDCO Executive Director: emily@nedcocdc.org. Attachments should be Microsoft Word or pdf format. A single file or multiple attachments are both allowed, but all attachments should be sent in the same email. Please include the email subject line of “Florence Contractor RFQ Response”.

ABOUT NEDCO AND WNHS

NEDCO and WNHS are both nonprofit community development corporations with a commitment to creating quality affordable housing, homeownership opportunities, economic development, and healthy communities. NEDCO has historically served Lane, Marion, and Clackamas Counties, and WNHS has served Linn, Benton, and Lincoln counties. Partners for many year, the boards of directors of both organizations voted in November 2017 to move forward with a merger in order to achieve a larger scale, increased capacity for real estate development, and greater community impact; the merger is expected to be final on 1/1/19. For more information about NEDCO, please visit www.nedcocdc.org. For more information about WNHS, please visit <https://w-nhs.org/>.

NEDCO is proud to announce plans to form Florence's first Community Land Trust (CLT).



COMMUNITY —Land Trust—

A unique kind of homeownership

Affordable homeownership to help families achieve their dream of owning a home in Florence



NEDCO

Neighborhood Economic
Development Corporation

How Community Land Trusts

Work

Home owned by resident



Community Land Trusts make owning a home more affordable by separating the land and the house. Home-buyers acquire full ownership of the home without having to pay the cost of the land.

Unlike renting, this allows moderate-income community members to build equity- an important part in creating long-term financial stability.

Land owned in trust by NEDCO



One, two, and three bedroom homes
Projected prices from \$140,000- \$180,000

Qualifying household incomes below 80% AMI:

1	2	3	4
\$33,040	\$37,760	\$42,480	\$47,200

Do you want to receive updates on NEDCO's CLT
in Florence?

Are you a potential buyer?

Fill out our survey:

<https://www.surveymonkey.com/r/FlorenceCLT>

For ongoing NEDCO updates subscribe to our
newsletter:

nedcocdc.org

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 5
Meeting Date: June 4, 2018
Department: Finance

ITEM TITLE: Financing of FURA Related Projects

DISCUSSION/ISSUE:

In 2015, FURA and the City entered into an IGA to facilitate a borrowing by the City using its full faith and credit to enhance the loan terms, resulting in a reduced interest rate and extended repayment maturity, with loan proceeds provided to FURA and repayment of the loan by FURA from property taxes collected by FURA.

The 2017-19 biennial budget provides for a similar financing of up to \$3.3 million of debt authorized to fund FURA projects, including but not limited to ReVision Florence, property acquisition, trails, and other projects and programs approved in the budget or as may be amended.

The City's Bond counsel, Courtney Dausz of Mersereau Shannon, LLP, has prepared the attached resolution that provides the following:

1. Authorization to:
 - a. Finance the Project
 - b. Execute and deliver a supplemental declaration
 - c. Enter into an IGA with the City to borrow up to \$3.3 million from the City
 - d. Submit payments to ODOT, or
 - e. Obtain a Letter of Credit or reimburse the City for costs associated with the City obtaining a Letter of Credit, or
 - f. Deposit funds for the Project in a Local Government Investment Pool (LGIP) account

This alternative may require loans from various City funds for a short period of time, i.e., until the financing is completed.
 2. Declare intent to reimburse itself from tax-exempt debt for qualified costs of the Project.
 3. Delegate authority to the City Manager, the Mayor or designee of the City Council, without further action of the City Council to:
 - a. Establish terms for the borrowing, including amount, interest rate, etc., enter into financing agreement.
 - b. Terms of IGA
 - c. Enter into covenants regarding use of the proceeds of the IGA,
 - d. Enter into a Letter of Credit Agreement, if needed
 - e. Execute and deliver various certificates as needed to complete the transaction.
 - f. Borrow from other funds as shown in the resolution if determined necessary.
-

(This is a back-up plan should we not be able to complete a letter of credit agreement). Loan funds would be drawn to repay the interfund loans.

The City solicited proposals from local banks capable of providing the \$3.3 million financing, including an Irrevocable Letter of Credit for \$2.645 million. The City received one proposal. Oregon Pacific Bank's proposal meets the City and FURA's requirements. I have met with Ron Green, CEO of OPB and discussed the timeline for issuing an Irrevocable Letter of Credit by June 7, 2018. We have submitted the form of the LOC to ODOT and will know by June 4, 2018 whether the LOC will be able to executed timely.

To maintain the present schedule, ODOT is requiring by June 7, 2018, the City or FURA to either;

- \$2.645 million be deposited with ODOT,
- An irrevocable letter of credit for \$2.645 million to ODOT, or
- Deposit of \$2.645 million in an LGIP account with ODOT as an authorized signer.

The above financing plan anticipates issuance of a Letter of Credit for \$2.645 million, followed by a construction loan to close June 28, 2018, or shortly thereafter. Loan proceeds will be used to pay ReVision Florence project costs as incurred, with the additional loan proceeds available for other projects.

The final draw of the loan is anticipated to occur no later than May 31, 2019, with the repayment and amortization of the loan to begin at that time. The term of the loan is desired to be twenty years. The anticipated interest rate is approximately 4.0%. OPB's proposal includes a rate of 3.98% for a ten-year term, adjusted at the end of ten years. The other terms included in OPB's proposal appear reasonable, with the exception of requiring the City to maintain its banking accounts at OPB for the term of the note. I have discussed this with Mr. Green and we have alternative language that we believe will be acceptable to both parties.

As with our other bank loans, we have requested a comparable market report from DA Davidson. A report is anticipated June 4, 2018. We will utilize the information from this report to assist us with finalizing terms with OPB.

FISCAL IMPACT:

The resolution authorizes borrowing consistent with the adopted biennial budget. The debt service is also consistent with the adopted budget.

RELEVANCE TO ADOPTED CITY WORK PLAN:

This funding is consistent with the City's and FURA's work plan.

ALTERNATIVES:

1. Approve as presented.
 2. Approve with amendments
 3. Not approve and provide direction to staff to fulfill funding requirements
-

RECOMMENDATION:

Staff recommends approval of the resolution.

AIS PREPARED BY: Andy Parks, Finance Director

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other
Comments:

ITEM'S ATTACHED: Resolution with bank proposal

**CITY OF FLORENCE
RESOLUTION NO. 13, SERIES 2018**

A resolution authorizing the execution and delivery of a full faith and credit financing agreement and note for the purpose of financing real and personal property in an amount not to exceed \$3,300,000; authorizing a letter of credit; designating an authorized representative and special counsel; authorizing an intergovernmental agreement with the agency; and related matters.

RECITALS:

- A. The City of Florence, Oregon (the “**City**”), is authorized by Oregon Revised Statutes (“**ORS**”) Section 271.390 and Chapter 287A to (i) enter into financing agreements to finance real and personal property that the City determines is needed, (ii) pledge its full faith and credit, and (iii) pay the costs of issuance of such financing agreements.
- B. The Charter of the City does not (i) prohibit the City from entering into a financing agreement and note and pledging its full faith and credit as security for the financing agreement, nor (ii) require a non-appropriation clause to be included in the financing agreement.
- C. The City, the Florence Urban Renewal Agency, Oregon (the “**Agency**”) and the State of Oregon, acting by and through its Department of Transportation (“**ODOT**”) entered into a Local Agency Agreement in July 2017, as amended (the “**ODOT Agreement**”), whereby ODOT agrees to oversees the construction phase of the OR126/US101: Spruce Street - Siuslaw River Bridge project (the “**Siuslaw River Bridge Project**”) and provide a portion of the costs of the Siuslaw River Bridge Project. The Siuslaw River Bridge Project cost is expected to be not less than \$7,020,000, of which approximately \$857,875 is expected from ODOT and approximately \$1,692,520 is expected from a federal grant. The City and Agency are responsible for all remaining costs pursuant to the ODOT Agreement (the “**Match**”). The Match is expected to be not less than \$2,650,000.
- D. Streetscape, sidewalk and roadway improvements, including the Siuslaw River Bridge Project, within the Florence Downtown Urban Renewal Plan (the “**Plan**”) of the Agency are needed.
- E. Design and construction of trail improvements, land acquisition, public art acquisition and other public infrastructure improvements and related costs in the Plan (the “**Additional Projects**”) are needed. The Additional Projects cost is expected to be not less than \$650,000. The Siuslaw River Bridge Project and the Additional Projects are collectively referred to as the “**Projects**”).

- F. The Siuslaw River Bridget Project and certain of the Additional Projects are also known as the ReVision Florence project of City and the Agency, in conjunction with ODOT, to improve the visual, pedestrian, gateway and safety aspects of Highway 101 and 126 corridors in Florence.
- G. The City desires to authorize and enter into a financing agreement and note (the “**Agreement**”) in an amount not to exceed \$3,300,000 for the purpose of financing the Projects and to pay the costs incidental thereto.
- H. The City further desires to enter into an intergovernmental agreement(s) (the “**2018 IGA**”) with the Agency to receive funds from the Agency solely from the Security as defined in the Agency’s Master Urban Renewal Obligation Declaration (Florence Downtown Urban Renewal Area) (the “**Master Declaration**”), to repay the portion of the Agreement allocable to projects in the Plan including the Project and costs incidental thereto and/or to repay the ODOT Funding Requirement (defined below) and costs incidental thereto.
- I. The City anticipates incurring expenditures (the “**Expenditures**”) to finance the costs of the Project and wishes to declare its official intent to reimburse itself for any Expenditures it may make from City funds on the Project from the proceeds of a borrowing, the interest on which may be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the “**Code**”).
- J. The estimated weighted average life of the Agreement will not exceed the estimated dollar weighted average life of the Project.
- K. The Agreement will be issued as a full faith and credit obligation of the City, secured by the general, non-restricted revenues of the City and other funds that may be available for that purpose, including taxes levied within the restrictions of Sections 11 and 11b, Article XI of the Constitution of the State of Oregon.
- L. Prior to commencement of the Siuslaw River Bridge Project, ODOT requires the City and/or Agency to (i) submit payment to ODOT in an amount equal to the estimated Match, (ii) obtain an irrevocable letter of credit in the name of the State in an amount equal to the estimated Match (the “**Letter of Credit**”), or (iii) deposit in a Local Government Investment Pool (“**LGIP**”) account an amount equal to the estimated Match and authorize ODOT to access such account (collectively, the “**ODOT Funding Requirement**”).
- M. ORS Section 294.468 provides that the City may loan money from certain funds of the City to any other fund of the City whenever such loan is specifically authorized by resolution.
- N. If necessary or desirable to meet the ODOT Funding Requirement, as determined by the Authorized Representative, the City desires to authorize interfund loans of the City as provided in Exhibit A attached hereto (the “**Interfund Loans**”).

- O. The City desires to delegate to the Authorized Representative (defined below) the authority to determine how to meet the ODOT Funding Requirement.

Based upon these findings,

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

1. Authorization.

- a. The City Council hereby determines the Project is needed and authorizes the execution and delivery of a financing agreement(s) in one or more series, which may be evidenced by a note(s) (collectively, the “**Agreement**”) in a form satisfactory to the Authorized Representative, as defined below, in an aggregate amount not to exceed \$3,300,000 to finance the Projects and costs of the financing.
- b. The City Council authorizes the 2018 IGA with the Agency for the Projects and the ODOT Funding Requirement, and to receive funds from the Agency solely from the Security as defined in the Agency’s Master Declaration to repay the portion of the Agreement allocable to projects in the Plan including the Projects and the ODOT Funding Requirement and costs incidental thereto.
- c. The City Council authorizes the Authorized Representative to determine how to meet the ODOT Funding Requirement, including but not limited to: (i) obtaining and negotiating the terms of a Letter of Credit in an amount equal to the estimated Match; and (ii) entering into Interfund Loans as provided in Exhibit A attached hereto in order to deposit funds with ODOT or the LGIP in an amount equal to the estimated Match.

2. Security.

The payments due under the Agreement and Letter of Credit Agreement (defined below), if applicable, shall be full faith and credit obligations of the City payable from the lawfully available, non-restricted funds of the City and shall not be subject to annual appropriation. The City shall use all taxing power available to it under current law to generate funds sufficient to permit the City to make the payments within the limits of Article XI, sections 11 and 11b of the Oregon Constitution.

3. Designation of Authorized Representative.

The City Council hereby authorizes the City Manager or the Mayor or any designee of the City Council (the “**Authorized Representative**”) to act as the authorized representative on behalf of the City and make determinations as delegated in Section 4 below.

4. Delegation of Final Terms of the Agreement and Additional Documents.

The Authorized Representative is authorized, on behalf of the City, to:

- a. Negotiate the terms of the Agreement, including the maturity and interest payment dates, dated date, principal amount, optional prepayment provisions, fixed and/or variable interest rates, draw down provisions, amortization schedules, and fees; and approve, execute and deliver the Agreement;
- b. Negotiate the terms of and enter into a Letter of Credit agreement, which may be evidenced by a note of the City (the "**Letter of Credit Agreement**") under which the City agrees to reimburse the issuer of the Letter of Credit for any draws on the Letter of Credit, and such other documents as the issuer of the Letter of Credit requires; and
- c. Determine whether one or more series of the Agreement and Letter of Credit Agreement, if applicable, will bear interest that is excludable from gross income under the Code, or is includable in gross income under the Code. If any series of the Agreement or Letter of Credit Agreement bears interest that is excludable from gross income under the Code, the Authorized Representative may enter into covenants to maintain the excludability of interest from gross income;
- d. Designate each series of the Agreement and Letter of Credit Agreement as a "qualified tax-exempt obligation" pursuant to Section 265(b)(3) of the Code, if applicable;
- e. Engage the services of any professionals whose services are desirable for the financing of the Project;
- f. Negotiate the terms of and enter into the 2018 IGA with the Agency;
- g. Determine if the Interfund Loans, if any, will be repaid with proceeds of the 2018 IGA, the Agreement or the Letter of Credit Agreement.
- h. Execute and deliver any other documents, agreements or certificates that the Authorized Representative determines are necessary and desirable to enter into the Agreement, the 2018 IGA, the Letter of Credit Agreement or the Interfund Loans in accordance with this Resolution and take any other actions that the Authorized Representative determines are necessary or desirable in accordance with this Resolution.

5. Appointment of Special Counsel.

The City appoints Mersereau Shannon LLP as special counsel to the City for the execution and delivery of the Agreement and the Letter of Credit Agreement, if any.

6. Appointment of Lender and Letter of Credit Provider.

The City authorizes the Authorized Representative to appoint a lender for the Agreement and a provider of the Letter of Credit, if applicable (together the “**Providers**”).

7. Post Issuance Compliance Procedures.

The Authorized Representative is authorized to establish procedures regarding post issuance compliance related to tax-exempt and taxable obligations of the City.

8. Resolution to Constitute Contract.

In consideration of entering into the Agreement, the provisions of this Resolution shall be part of the contract of the City with the Providers and shall be deemed to be and shall constitute a contract between the City and the Providers. The covenants, pledges, representations and warranties contained in this Resolution or in the closing documents executed in connection with the Agreement and the other covenants and agreements herein set forth to be performed by or on behalf of the City shall be a contract for the benefit, protection and security of the Providers.

9. Reimbursement.

The City hereby declares its official intent to reimburse itself with the proceeds of the Agreement or Letter of Credit Agreement for any of expenditures incurred by it prior to the issuance of the Agreement or Letter of Credit Agreement.

10. Effective Date.

This Resolution shall take effect on the date of its adoption.

Passed by the Florence City Council this 4th day of June 2018.

Joe Henry, Mayor

ATTEST:

Kelli Weese, City Recorder

Exhibit A

The following interfund loans are authorized by the City under ORS Section 294.468 if determined by the Authorized Representative to be necessary or desirable to finance the Siuslaw River Bridge Project in accordance with the ODOT Funding Requirement:

1. Loan I

Fund from which loan is to be made: General Fund

Fund to which loan is to be made: City/FURA Debt Service Fund

Purpose: ODOT Funding Requirement

Principal Amount: \$1,000,000

Repayment Schedule:

Payment Date	Principal	Rate	Interest	Total P&I
November 30, 2018	\$1,000,000	2.10%	\$10,126.03	\$1,010,126.03

2. Loan II

Fund from which loan is to be made: Water Fund

Fund to which loan is to be made: City/FURA Debt Service Fund

Purpose: ODOT Funding Requirement

Principal Amount: \$400,000

Repayment Schedule:

Payment Date	Principal	Rate	Interest	Total P&I
November 30, 2018	\$ 400,000	2.10%	\$ 4,050.41	\$ 404,050.41

3. Loan III

Fund from which loan is to be made: Stormwater Fund

Fund to which loan is to be made: City/FURA Debt Service Fund

Purpose: ODOT Funding Requirement

Principal Amount: \$500,000

Repayment Schedule:

Payment Date	Principal	Rate	Interest	Total P&I
November 30, 2018	\$ 500,000	2.10%	\$ 5,063.01	\$ 505,063.01

4. Loan IV

Fund from which loan is to be made: Wastewater SDC Fund

Fund to which loan is to be made: City/FURA Debt Service Fund

Purpose: ODOT Funding Requirement

Principal Amount: \$300,000

Repayment Schedule:

Payment Date	Principal	Rate	Interest	Total P&I
November 30, 2018	\$ 300,000	2.10%	\$ 3,037.81	\$ 303,037.81

5. Loan V

Fund from which loan is to be made: Street SDC Fund

Fund to which loan is to be made: City/FURA Debt Service Fund

Purpose: ODOT Funding Requirement

Principal Amount: \$250,000

Repayment Schedule:

Payment Date	Principal	Rate	Interest	Total P&I
November 30, 2018	\$ 250,000	2.10%	\$ 2,531.51	\$ 252,531.51

6. Loan VI

Fund from which loan is to be made: Florence Events Center Fund

Fund to which loan is to be made: City/FURA Debt Service Fund

Purpose: ODOT Funding Requirement

Principal Amount: \$200,000

Repayment Schedule:

Payment Date	Principal	Rate	Interest	Total P&I
November 30, 2018	\$ 200,000	2.10%	\$ 2,025.21	\$ 202,025.21



Letter of Interest

May 29, 2018

Delivered via email to kelli.weese@ci.florence.or.us

Kelli Weese, City Recorder
City of Florence, Lane County Oregon
250 Highway 101
Florence, Oregon 97439

Re: Funding for City of Florence loan to Florence Urban Renewal Agency for “ODOT Project”

Dear Kelli,

Oregon Pacific Bank is pleased to provide you, as agent for the City of Florence, this expression of interest to provide the following credit facilities under the terms outlined below:

Credit Facility # 1

Borrower: City of Florence, Lane County, Oregon

Loan Amount: \$3,300,000

Purpose: Construction to Permanent Loan to fund a loan the city will grant to the Florence Urban Renewal Agency to finance all costs associated with the project identified as the “ODOT Project”

Interest Rate:

Option 1 (10-year adjustment):

- **Taxable Rate:** An Initial rate equal to the 10-Year Federal Home Loan Bank (FHLB) of Des Moines Fixed-Rate Advance + 1.56%. If closed today, that rate would be 5.04%. The Rate will be fixed for 10 years from the date of the note, then will adjust for the final approximately 11-year period to a rate equal to the then current 10-year FHLB Fixed Rate Advance + 1.56%. The Taxable Rate will have a “floor” equal to the initial Rate.
- **Tax Exempt Rate:** If eligible, a rate equal to the 10-Year Federal Home Loan Bank (FHLB) of Des Moines Fixed-Rate Advance + .50%. If closed today, that rate would be 3.98%. The Rate will be fixed for 10 years from the date of the note, then will adjust for the final approximate 11-year period to a rate equal to the then current 10-year FHLB Fixed Rate Advance + .50%. The Tax Exempt Rate will have a “floor” equal to the initial Rate.



Or

Option 2 (Fixed Rate for life of loan):

- **Taxable Rate:** An initial rate equal to the 20-Year FHLB Fixed-Rate Advance Rate + 1.96%. If closed today, that rate would be 5.76%.
- **Tax Exempt Rate:** If eligible, a rate equal to the 20-Year FHLB Fixed-Rate Advance + .75%. If closed today, that rate would be 4.55%.
 - Tax exempt rates are subject to receipt of an opinion letter from your accountant or attorney to validate your qualification for a tax exempt loan.
 - The interest rate may be locked as early as 30 days prior to closing the loan upon the written or email request of the borrower. Otherwise it will be set at the date of closing.
 - Information on the proposed rate index can be found at www.fhlb.com. In the event the FHLB Fixed-Rate Advance is no longer available, Oregon Pacific Bank will select a comparable index and so advise the Borrower of the substitution.

Maturity Date:	No later than June 30, 2039 (the “Maturity Date”).
Structure:	Loan will be established as a draw-down line for a period of up to one year. Once the loan is fully advanced, and no later than June 30, 2019, the loan will convert to an amortizing loan through the Maturity Date or an earlier date if chosen by Borrower.
Repayment:	Interest only on average daily balance through draw down period will be due on June 1, 2019. Semi-annual principal and interest payments beginning December 31, 2019 and every June 30 th and December 31 st through maturity. All unpaid principal and interest will be due at maturity. Semi-annual payments will depend on closing interest rate and eligibility to qualify for tax exempt financing.
Interest Accrual Method:	365/360
Loan Commitment Fee:	0.25% of loan amount
Document Prep Fee:	\$250
Additional Fees:	All third-party costs will be the borrower’s responsibility.
Collateral:	A general obligation loan backed by the full faith and credit of the City of Florence.
Prepayment Penalty:	None. Loan principal may be repaid at any time without penalty.



Credit Facility # 2

Borrower:	City of Florence, Lane County, Oregon
Amount:	\$2,646,746
	<i>Note:</i> Any advance on the ILOC will automatically reduce the commitment/availability of funds outlined in Credit Facility # 1. The combined commitment shall not exceed \$3,300,000
Commitment Fee:	0.25% of the commitment amount
Document Prep Fee:	\$250
Purpose:	Irrevocable Letter of Credit issued for the benefit of the Oregon Department of Transportation Program & Funding Services – reference: Project # 2605(007).
Security:	Backed by a Promissory Note for the amount of the ILOC and secured by the full faith and credit of the City of Florence.
Maturity:	Upon completion of the ODOT Project, or upon final payment for the project or March 31, 2019, whichever comes first.

Other Considerations

1. Transaction primary contact information:

Bob Edstrom, Executive Vice President / Chief Credit Officer
Oregon Pacific Bank
1365 Hwy 101
Florence, Oregon 97439
Direct phone: (541) 902-7297
Email address: robert.edstrom@opbc.com

2. Outside legal opinion is only required by the City's bond counsel to validate tax exemption

3. There will not be a fee if the City chooses not to close the proposed financing after accepting the preliminary terms.

4. Unique Services or Advantages:

- a. Locally headquartered in Florence – Our organization was founded in Florence in December of 1979. 100% of all operational decisions that affect our clients, employees and community are made by employees and officers who live in this community. Access to local decision makers is what sets us apart from all other banks and credit unions who operate branches in Florence.



- b. 55 local employees – We have a robust workforce that contributes to the overall economic and social success of our community. Our entire employee base either serves on the board of nearly every major organization in the community, or offers extensive volunteer time for an agency. The organization’s culture is to put the needs of the client and community ahead of itself. We allow our employees to serve on worthwhile committees and perform extensive volunteer work on bank time. Given the nearly 40-year commitment our organization has had to Florence, this is an intangible factor that creates direct value for the City of Florence and every resident of the city.
- c. Unique access to credit – As the only local bank in Florence, we actively finance small businesses and homes in the community other financial institutions will not.
- d. Safe and Sound – As of the March 31, 2018 public call report data, Oregon Pacific Bank had a Tier 1 Leverage Ratio of 13.07%. This ranks in the 86th percentile of its peer group and is above all other out of area banks who operate branches in Florence. The minimum ratio to be deemed Well Capitalized by regulatory standards is 5%.

Financial Reporting Requirements:

- Borrower’s Audit Report. Borrower will furnish to Lender within 30 days upon completion of CPA’s audited report.

Financial Covenant:

- Minimum Debt Service Coverage Ratio. Borrower shall maintain a ratio of net cash flow to total annual debt servicing of 1.25 to 1.00. This ratio will be measured annually upon receipt of annual audited financial statement.

Deposit Account Relationship:

- Borrowing entity will be required to maintain its primary operating deposit account with Oregon Pacific Bank. The account shall remain open for the duration of the loan. The rates stated in this expression of interest letter are contingent on a deposit relationship being maintained with Oregon Pacific Bank.

This letter does not set forth all the terms and conditions of the credit facilities referenced herein. Rather, it is only an outline, in a summary format, of the major points of understanding, which will subsequently be drafted by the lender into finalized loan documents. This expression of interest letter is prepared specifically for you. It is respectfully requested that the above terms and conditions not be revealed or discussed with other lenders.

UNDER OREGON LAW MOST AGREEMENTS, PROMISES AND COMMITMENTS MADE BY ANY BANK AFTER OCTOBER 3, 1989 CONCERNING LOANS AND OTHER CREDIT EXTENSIONS WHICH ARE NOT FOR PERSONAL, FAMILY OR HOUSEHOLD PURPOSES OR SECURED SOLELY BY THE BORROWER’S RESIDENCE MUST BE IN WRITING, EXPRESS CONSIDERATION AND BE SIGNED BY US TO BE ENFORCEABLE.



We appreciate this opportunity to present this proposal and hope this letter adequately addresses the financing needs outlined in your Request for Proposal. Please feel free to contact me at 541-902-9800 or Bob Edstrom at 541-902-7297 should you have any questions

Sincerely,

Ron Green
President & Chief Executive Officer
Oregon Pacific Bank

Acceptance and agreement with terms and conditions as outlined above:

By: _____ Date _____
Authorized Signer – City of Florence, Oregon

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 6
Meeting Date: June 4, 2018
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 changes 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 2018, including dollar and percentage change from the previous amount, and the proposed fee amount for fiscal year 2019, including the dollar amount and percentage change of the adjustment.

The adopted biennial budget includes the following fee and charge adjustments:

Water fees and charges	2.3% (CPI) increase in revenue
Wastewater fees and charges	2.3% increase in revenue
Stormwater fees and charges	2.3% 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	3.0% (Construction cost index change)
Florence Events Center (FEC)	No changes in FY 2019
Solid Waste Franchise Fee	Increase of 0.5% (from 3.5% to 4.0 % franchise fee July 1, 2018)
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 – increased by CPI of 2.3%

In addition to CPI rate increases for utilities effective July 1, 2018 (2.3%), the balance of rate adjustments recommended by the City's Finance Ad-hoc committee are also proposed to begin implementation and become effective August 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
 - Single family rates are increased by CPI (2.3%) plus an additional 1.6% to generate the same revenue had all customer classes been used by CPI. Multi-family and commercial customer cost per square foot above 6,500 square feet increased is well above rates paid by single-family homes and are planned to be held at current amounts until the rates charged single family residential catch up.
- Street Maintenance Fee
 - The single family rate of \$6.50 remains unchanged. This reflects a change from the planned \$0.50 annual increases due to the passage of the State Transportation package in July 2017.
 - Commercial rate changes effective August 1, 2018 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 multi-year phase period (this rate is phased in over a multi-year period). The initial implementation is \$0.05 per trip above 10 trips/day. The rate for single family residential is \$0.65 per trip, total of \$6.50/month.

Community Development Department fees including building related fees are proposed to be retained at current amounts until after conducting additional due diligence for a rate adjustment later this fiscal year. We plan to bring preliminary information to the City Council in a work session June 20, 2018 and based upon Council feedback move to the next step in the analytical process.

- Business license fees (full year) are changed to provide the discount in the billing if paid timely, rather than provide a “credit” in the subsequent year. This change is expected to increase timely payments and reduce administrative costs.
- 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	\$ 55,000
Solid waste franchise fee	11,400
Water	50,600
Wastewater	73,600
Stormwater	12,500

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 dog license 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:

ITEM'S ATTACHED: Attachment 1 – Resolution with Attachment Exhibit A

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

A Resolution repealing Resolution No. 17, Series 2017, and 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, City fees and charges were consolidated into a single schedule, Exhibit A.
3. Resolution No. 17, Series 2017 updated fees and charges for fiscal year 2017-18.
4. Exhibit A provides methodologies for the rate and fees. Where methodologies are unclear, the most recent resolution and or ordinance establishing the fees and charges may be used to clarify the methodology.
5. Consistent with the City's adopted fiscal policies, the City Manager caused a review of certain fees and charges.
6. Based upon the review, fees and charges for City services were determined to require adjustment to recover costs associated with those services
7. 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 2018.
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, 2018, unless otherwise stated in Exhibit A.

ADOPTION:

This Resolution is passed and adopted on the 4th day of June, 2018.

Joe Henry, Mayor

Attest:

Kelli Weese, City Recorder

City of Florence, Oregon

Fee Schedule

Fiscal Year 2019 rates effective July 1, 2018 unless otherwise stated

Table of Contents

	Page
Airport	2
City-wide	2
Florence Events Center	4
Licenses/Miscellaneous Permits	4
Citations/Penalties	6
Municipal Court	6
Police	7
Public Works	7
Utilities	9
System Development Charges	11
Community Development	12
Planning Fees	12
Building Permits and Related Fees	14
Other City Regulated Fees	27

The City's comprehensive rate schedule includes an aggregation of the City's fees and charges and methodologies. The schedule includes a description of the fee, the unit of measure, rates charged prior to July 1, 2016, rates for fiscal year 2017 including the dollar and percentage change from the previous rate, and the rate for fiscal year 2018, including the dollar and percentage change from fiscal year 2017.

Notes:

- 1 Please refer to Frequently Asked Questions document for explanations of how fees are calculated. This document will be updated as we receive questions.
- 2 Green highlighted fees represent new fees
- 3 Yellow highlighted fees represent existing fees added to schedule
- 4 Orange highlighted fees represent initial phase in of utility rate adjustments
- 5 Blue highlighted fees represent fees to be determined

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018			FY 2019			
								FY 2018	Change	% Change	FY 2019	Change	% Change	
								Annual CPI - W		2.8%				2.3%
								Annual ENR		3.7%				3.0%
Airport	June 20, 2011	No. 11, Series 2011												
Hangar ground leases														
Commercially owned hangars (per square foot)			Square foot	0.23	0.23	-	0.0%	0.2364	0.0064	2.8%	0.2418	0.0054	2.3%	
Privately owned hangars (per square foot)			Square foot	0.23	0.23	-	0.0%	0.2364	0.0064	2.8%	0.2418	0.0054	2.3%	
Tie-Down Fees														
Overnight Tie-down fee			per night	5.00	5.00	-	0.0%	5.00	-	0.0%	5.00	-	0.0%	
Monthly Tie-down fee			per month	60.00	60.00	-	0.0%	60.00	-	0.0%	60.00	-	0.0%	
Fuel								Public Works Director establishes price per gallon per market fuel prices			Public Works Director establishes price per gallon per market fuel prices			
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		Incurred cost plus \$35.00	-	0.0%	
Late fee on past due charges - of any type except those covered by agreements or contracts	Effective October 1, 2017		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	1.0% per month, \$3.00 minimum	-0.5% per month	-33.3%	

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Collections fee			Per account turned over to collection agency	25%	15.00			25.00	10.00	66.7%	25.00	-	0.0%
Payment arrangements fee			Per payment arrangement agreement		25.00			25.00	-	0.0%	25.00	-	0.0%
City Records - Copies (applies to all City functions)													
	April 20, 2009	No. 9, Series 2009											
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%	0.25	-	0.0%
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%	0.40	-	0.0%
Copies of City documents - color			8.5"x11" and	0.75	0.75	-	0.0%	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%	1.00	-	0.0%
Certified copies			Per page	2.00	2.00	-	0.0%	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%	actual cost plus	-	0.0%
Business license list				5.00	5.00	-	0.0%	5.00	-	0.0%	20.00	15.00	300.0%
Scanning documents			8.5"x11" and	0.15	0.15	-	0.0%	0.25	0.10	66.7%	0.25	-	0.0%
Scanning documents	Effective August 1, 2017		11"x17" - per page					0.40	0.40	New fee	0.40	-	0.0%
Geographical Information System (GIS) maps - outline only			8.5"x11" and	5.00	5.00	-	0.0%	5.14	0.14	2.8%	5.26	0.12	2.3%
Geographical Information System (GIS) maps - outline only			11"x17" - per page	7.00	7.00	-	0.0%	7.20	0.20	2.9%	7.37	0.17	2.3%
Geographical Information System (GIS) maps - additional data layers			8.5"x11" and	12.00	12.00	-	0.0%	12.34	0.34	2.8%	12.62	0.28	2.3%
Geographical Information System (GIS) maps - additional data layers			11"x17" - per page	17.00	17.00	-	0.0%	17.48	0.48	2.8%	17.88	0.40	2.3%
Geographical Information System (GIS) maps - individual parcels			8.5"x11" and	15.00	15.00	-	0.0%	15.42	0.42	2.8%	15.77	0.35	2.3%
Geographical Information System (GIS) maps - individual parcels			11"x17" - per page	20.00	20.00	-	0.0%	20.56	0.56	2.8%	21.03	0.47	2.3%
Geographical Information System (GIS) maps - large format			Outline - 42"x72"	25.00	25.00	-	0.0%	25.70	0.70	2.8%	26.29	0.59	2.3%
Geographical Information System (GIS) maps - large format			Additional data	40.00	40.00	-	0.0%	41.12	1.12	2.8%	42.07	0.95	2.3%
Geographical Information System (GIS) maps - aerial photo			8.5"x11" and	25.00	25.00	-	0.0%	25.70	0.70	2.8%	26.29	0.59	2.3%
Geographical Information System (GIS) maps - aerial photo			11"x17" - per page	30.00	30.00	-	0.0%	30.84	0.84	2.8%	31.55	0.71	2.3%
Geographical Information System (GIS) maps - aerial photo			Large format - up to	60.00	60.00	-	0.0%	61.68	1.68	2.8%	63.10	1.42	2.3%
Copy of audio and video recording of a meeting			Per meeting	25.00	25.00	-	0.0%	25.70	0.70	2.8%	26.29	0.59	2.3%
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 Recorder documents may be scanned	-	0.0%	Provide in form maintained by City, at discretion of City Recorder documents may be scanned	-	0.0%	Provide in form maintained by City, at discretion of City Recorder 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%	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%	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	-	No change	Actual cost	-	No change	Actual cost	-	No change
Staff Billing Rates - full cost recovery				If less than 15 minutes, no charge. If greater than 15 minutes, all staff time at full cost recovery rates, quarter hour increments									
Clerical			Hourly					45.00	Standardized	Varies	46.00	Standardized	2.3%
Technician			Hourly					60.00	Standardized	Varies	61.00	Standardized	2.3%
Senior Technician			Hourly					75.00	Standardized	Varies	77.00	Standardized	2.3%
Supervisor			Hourly					90.00	Standardized	Varies	92.00	Standardized	2.3%
Manager			Hourly					110.00	Standardized	Varies	113.00	Standardized	2.3%
Department Head			Hourly					135.00	Standardized	Varies	138.00	Standardized	2.3%
City Manager			Hourly					160.00	Standardized	Varies	164.00	Standardized	2.3%
Florence Events Center													
Flat Floor Room Rentals	July 1, 2014	No. 9, Series 2014											
One Room				190.00	195.00	5.00	2.6%	195.00	-	0.0%	195.00	-	0.0%
Two Rooms				295.00	300.00	5.00	1.7%	310.00	10.00	3.3%	310.00	-	0.0%
Three Rooms				455.00	475.00	20.00	4.4%	485.00	10.00	2.1%	485.00	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Four Rooms				575.00	600.00	25.00	4.3%	615.00	15.00	2.5%	615.00	-	0.0%
Five Rooms				700.00	725.00	25.00	3.6%	740.00	15.00	2.1%	740.00	-	0.0%
Five Rooms with Use of Lobby				950.00	975.00	25.00	2.6%	995.00	20.00	2.1%	995.00	-	0.0%
Green Room				105.00	110.00	5.00	4.8%	115.00	5.00	4.5%	115.00	-	0.0%
Board Room				85.00	90.00	5.00	5.9%	95.00	5.00	5.6%	95.00	-	0.0%
Theater	July 1, 2014	No. 9, Series 2014											
Performances & Friday/Saturday Rehearsals				700.00	725.00	25.00	3.6%	740.00	15.00	2.1%	740.00	-	0.0%
Monday-Thursday Rehearsal with stage lights				315.00	325.00	10.00	3.2%	330.00	5.00	1.5%	330.00	-	0.0%
Monday-Thursday Rehearsal without stage lights				130.00	150.00	20.00	15.4%	150.00	-	0.0%	150.00	-	0.0%

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.

FEC ticketing fee	June 4, 2012	No. 21, Series 2012	Per ticket	3.00	3.00	-	0.0%	3.25	0.25	8.3%	3.25	-	0.0%
--------------------------	--------------	---------------------	------------	------	------	---	------	------	------	------	------	---	------

Licenses/Miscellaneous Permits

City Business License	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Business License Application Fee - charged to all license classification types	February 17, 2015	No. 1, Series 2015	Initial application	10.00	10.00	-	0.0%	10.00	-	0.0%	10.00	-	2.3%
Classification 1 - Businesses, non-profit organizations, trades, occupations, and professions dealing in retail sale or trade of merchandise and or services at a permanent location.			Per year, if paid by December 31 of year before license year	80.00	80.00	-	0.0%	82.00	2.00	2.5%	75.00	(7.00)	-8.5%
Classification 2 - 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.			For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%	42.00	1.00	2.4%
Classification 2 - 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.			Per year, if paid by December 31 of year before license year	80.00	80.00	-	0.0%	82.00	2.00	2.5%	75.00	(7.00)	-8.5%
Classification 2 - Temporary license fee			For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%	42.00	1.00	2.4%
Classification 3 - Home occupations as defined in Title 10, Chapter 1			Per year	45.00	45.00	-	0.0%	46.00	1.00	2.2%	47.00	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%	27.00	1.00	3.8%
Classification 4 - Merchant Police, Security Services, and Solicitors			Per year, if paid by December 31 of year before license year	80.00	80.00	-	0.0%	82.00	2.00	2.5%	75.00	(7.00)	-8.5%
Classification 4 - Temporary license fee			For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%	42.00	1.00	2.4%
Classification 5 - Temporary license fee - Peddlers and Transient Merchants			For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%	42.00	1.00	2.4%
Classification 6 - Temporary license fee for the Rhododendron Festival Period as defined in FCC 3-1-8-6				20.00	20.00	-	0.0%	21.00	1.00	5.0%	21.00	-	0.0%
Classification 7 - Master Vendors and Vendors			Master Vendor fee is \$0.00	20.00	20.00	-	0.0%	21.00	1.00	5.0%	21.00	-	0.0%
Classification 8 - Used Merchandise Dealer			Per year, if paid by December 31 of year before license year	80.00	80.00	-	0.0%	82.00	2.00	2.5%	75.00	(7.00)	-8.5%
Classification 8 - Temporary license fee			For up to six months	40.00	40.00	-	0.0%	41.00	1.00	2.5%	42.00	1.00	2.4%
Classification 9 - Medical Marijuana Facility (No temporary status available)			Per year	150.00	150.00	-	0.0%	154.00	4.00	2.7%	158.00	4.00	2.6%
All annual renewals			If paid after December 31 of year before license year								10.00	10.00	
Business License Renewal Credit (paid before December 31st)			Credit to fee	10.00	10.00	-	0.0%	10.00	-	0.0%	0.00	(10.00)	-100.0%
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%	-	50%	50%	-
Dog Licenses	July 18, 1994	No. 25, Series 1994											
Regular													
1 year			Flat fee	15.00	15.00	-	0.0%	No license required			No license required		
3 year			Flat fee	35.00	35.00	-	0.0%	No license required			No license required		
Spayed/Senior													
1 year			Flat fee	7.00	7.00	-	0.0%	No license required			No license required		

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
3 year Pro-rated based on the current rabies vaccination term.			Flat fee	18.00	18.00	-	0.0%	No license required			No license required		
Liquor License	September 8, 2008	No. 32, Series 2008											
Temporary/Special Event Liquor License			Flat fee	25.00	25.00	-	0.0%	25.00	-	0.0%	25.00	-	0.0%
Change of Name, which does not affect a change in ownership, location or serving privileges.			Flat fee	25.00	25.00	-	0.0%	25.00	-	0.0%	25.00	-	0.0%
Liquor License Annual Renewals			Flat fee	25.00	25.00	-	0.0%	25.00	-	0.0%	25.00	-	0.0%
New Liquor License Application			Flat fee	100.00	100.00	-	0.0%	100.00	-	0.0%	105.00	5.00	5.0%
Change of: Ownership; Service Address or Serving Privilege			Flat fee	75.00	75.00	-	0.0%	75.00	-	0.0%	80.00	5.00	6.7%
Sidewalk Cafes	July 20, 2009	No. 26, Series 2009	Flat fee	25.00	25.00	-	0.0%	25.70	0.70	2.8%	26.00	0.30	1.2%
Street Closures for Special events	September 28, 2009	No. 29, Series 2009	\$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%	263.00	6.00	2.3%
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%	158.00	4.00	2.6%
Citations/Penalties													
Parking													
Violation of Prohibited Parking	July 5, 2011	No. 20, Series 2011	Per occurrence	35.00	35.00	-	0.0%	35.00	-	0.0%	35.00	-	0.0%
Municipal Court													
Municipal Court													
Insufficient Funds Fee	June 16, 2008	No. 20, Series 2008	Per transaction	35.00	35.00	-	0.0%	See City-wide Administrative Fees			See City-wide Administrative Fees		
Copies	April 20, 2009	No. 9, Series 2009	Per page	0.20	0.50	0.30	150.0%	See City-wide Administrative Fees			See City-wide Administrative Fees		
Certified Copy	April 20, 2009	No. 9, Series 2009	Per page	2.00	2.00	-	0.0%	See City-wide Administrative Fees			See City-wide Administrative Fees		
Interest on past due balances								See City-wide Administrative Fees			See City-wide Administrative Fees		
Suspension Fee			Per transaction	15.00	15.00	-	0.0%	15.00	-	0.0%	15.00	-	0.0%
Warrant Fee			Per transaction	50.00	50.00	-	0.0%	50.00	-	0.0%	50.00	-	0.0%
Expungement Fee	Per ORS 137.225 and ORS 21.135		Per transaction	35.00	35.00	-	0.0%	252.00	217.00	620.0%	252.00	-	0.0%
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			See City-wide Administrative Fees		
Re-Open Fee			Flat fee	20.00	20.00	-	0.0%	20.00	-	0.0%	20.00	-	0.0%
Appeal Fee	Eliminated when City became a court of record		Plus copy fee for each page sent	20.00	250.00	230.00	1150.0%	-	(250.00)	-100.0%	-	-	0.0%
Jury Fee			If trial canceled after arrival of jurors	150.00	150.00	-	0.0%	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			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%	25.00	-	0.0%
Extended Diversion Fee			Per transaction	50.00	50.00	-	0.0%	50.00	-	0.0%	50.00	-	0.0%
Extended Probation Fee			Per transaction	50.00	50.00	-	0.0%	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%	25.00	-	0.0%
Jail Inmate Booking	June 29, 2009	No. 22, Series 2009		50.00	50.00	-	0.0%	55.00	5.00	10.0%	55.00	-	0.0%
Traffic Safety Course	January 26, 2009	No. 2, Series 2009		35.00	35.00	-	0.0%	40.00	5.00	14.3%	40.00	-	0.0%
Police													
Police Records - Copies													
Reports	May 1, 1999	No. 11, Series 1999	Per report	10.00	10.00	-	0.0%	20.00	10.00	100.0%	20.00	-	0.0%
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%	10.00	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Citation Copies			Per copy	5.00	5.00	-	0.0%	10.00	5.00	100.0%	10.00	-	0.0%
Audio Tapes			Applicant supplies tapes	10.00	10.00	-	0.0%	20.00	10.00	100.0%	20.00	-	0.0%
Video Tapes			Applicant supplies tapes	25.00	25.00	-	0.0%	50.00	25.00	100.0%	50.00	-	0.0%
Photos			Minimum, additional charge to cover processing costs	5.00	5.00	-	0.0%	10.00	5.00	100.0%	10.00	-	0.0%
Alarm Response Reinstatement	November 17, 2008	No. 36, Series 2008											
First Reinstatement on record				75.00	75.00	-	0.0%	80.00	5.00	6.7%	85.00	5.00	6.3%
Second Reinstatement on record				150.00	150.00	-	0.0%	160.00	10.00	6.7%	170.00	10.00	6.3%
Third Reinstatement on record				250.00	250.00	-	0.0%	260.00	10.00	4.0%	270.00	10.00	3.8%
Public Works													
Plan Review													
Project Cost \$0 - \$100,000	June 16, 2008	No. 23, Series 2008	Percentage of cost	1.0%	1.0%	-	0.0%	1.0%	-	0.0%	0.50%	-0.5%	-50.0%
Project Cost \$100,001 - \$250,000	June 16, 2008	No. 23, Series 2008	Percentage of cost	0.5%	0.5%	-	0.0%	0.5%	-	0.0%	0.50%	0.0%	0.0%
Project Cost > \$250,000	June 16, 2008	No. 23, Series 2008	Percentage of cost	0.25%	0.25%	-	0.0%	0.3%	-	0.0%	0.50%	0.3%	100.0%
Subsequent review of any revisions to the original construction drawings	June 16, 2008	No. 23, Series 2008	Flat fee	100.00	100.00	-	0.0%	102.80	2.80	2.8%	105.00	2.20	2.1%
Review of original and or any revisions by City Engineer	June 16, 2008	No. 23, Series 2008	City Engineer Cost	100.0%	100.0%	-	0.0%	100.0%	-	0.0%	100.0%	-	0.0%
Permit Fees													
Basic Permit Fee	June 16, 2008	No. 23, Series 2008		40.00	40.00	-	0.0%	41.00	1.00	2.5%	42.00	1.00	2.4%
Lineal foot charge (ALL Right-of-Way work) (per Lineal Foot)	June 16, 2008	No. 23, Series 2008	Lineal foot	1.50	1.50	-	0.0%	1.54	0.04	2.7%	1.58	0.04	2.6%
Water/Sewer Line Inspection (per service)	June 16, 2008	No. 23, Series 2008	Per service	72.00	72.00	-	0.0%	74.00	2.00	2.8%	76.00	2.00	2.7%
Street/Curb/Sidewalk Inspection (per hour, one hour minimum)	June 16, 2008	No. 23, Series 2008	Per hour, one hour minimum	81.00	81.00	-	0.0%	83.30	2.30	2.8%	85.00	1.70	2.0%
Inspection Fees													
Street Lights	April 2, 2007	No. 5, Series 2007	Per fixture	26.50	26.50	-	0.0%	27.20	0.70	2.6%	27.83	0.63	2.3%
Water Main	April 2, 2007	No. 5, Series 2007	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%	0.69	0.02	3.0%
Water Services	April 2, 2007	No. 5, Series 2007	Per fixture	72.00	72.00	-	0.0%	74.00	2.00	2.8%	75.70	1.70	2.3%
Fire Hydrants	April 2, 2007	No. 5, Series 2007	Per fixture	81.00	81.00	-	0.0%	83.30	2.30	2.8%	85.22	1.92	2.3%
Sewer Mains (pressure or gravity)	April 2, 2007	No. 5, Series 2007	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%	0.69	0.02	3.0%
Sewer Laterals	April 2, 2007	No. 5, Series 2007	Per fixture	72.00	72.00	-	0.0%	74.00	2.00	2.8%	75.70	1.70	2.3%
Sewer Manholes	April 2, 2007	No. 5, Series 2007	Per fixture	68.00	68.00	-	0.0%	69.90	1.90	2.8%	71.51	1.61	2.3%
Storm Main Lines	April 2, 2007	No. 5, Series 2007	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%	0.69	0.02	3.0%
Storm Manhole	April 2, 2007	No. 5, Series 2007	Per fixture	68.00	68.00	-	0.0%	69.90	1.90	2.8%	71.51	1.61	2.3%
Storm Catch Basins	April 2, 2007	No. 5, Series 2007	Per fixture	26.00	26.00	-	0.0%	26.70	0.70	2.7%	27.31	0.61	2.3%
Storm Lateral Lines	April 2, 2007	No. 5, Series 2007	Per lineal foot	0.65	0.65	-	0.0%	0.67	0.02	3.1%	0.69	0.02	3.0%
Storm Retention or Detention Facility	April 2, 2007	No. 5, Series 2007	Per facility	250.00	250.00	-	0.0%	257.00	7.00	2.8%	262.91	5.91	2.3%
L.F. Of Street with or without Curb	April 2, 2007	No. 5, Series 2007	Per lineal foot	1.50	1.50	-	0.0%	1.54	0.04	2.7%	1.58	0.04	2.6%
Other Inspections Fees													
Inpections outside of normal business hours	April 2, 2007	No. 5, Series 2007	Hourly - minimum two hours	81.00	81.00		0.00%	See City-wide Administrative Fees			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			See City-wide Administrative Fees		
Yard Debris Disposal													
Standard Pickup Load or Less	May 7, 2012	No. 10, Series 2012	Per load	10.00	10.00	-	0.0%	10.00	-	0.0%	11.00	1.00	10.0%
Small Utility Trailer (single axel) or Less			Per load	10.00	10.00	-	0.0%	10.00	-	0.0%	11.00	1.00	10.0%
Medium Utility Trailer (10-12 feet in length)			Per load	15.00	15.00	-	0.0%	15.00	-	0.0%	16.00	1.00	6.7%
Large Utility Trailer (greater than 12-18 feet in length)			Per load	20.00	20.00	-	0.0%	21.00	1.00	5.0%	21.00	-	0.0%
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%	\$21 for 20 cubic yards plus \$5 per additional cubic yard	0.00	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Utilities													
Effective August 1, 2017													
Effective first meter read date after July 1, 2018													
Service Charges													
<i>Rates per monthly billing cycle</i>													
Stormwater	July 1, 2015	No. 14, Series 2015			0.0007920	1.8679245							
Single family residential					0.00042400	0.000808							
Less than 6,500 square foot of property area			Flat rate	5.25	5.25	-	0.0%	5.40	0.15	2.9%	5.61	0.21	3.9%
6,500-9,000 sq ft			Flat rate	6.31	6.31	-	0.0%	6.49	0.18	2.9%	6.74	0.25	3.9%
Greater than 9,000 sq ft			Flat rate	7.36	7.36	-	0.0%	7.57	0.21	2.9%	7.86	0.29	3.8%
Multi-family and Commercial													
Minimum charge (up to 6,500 sq ft)			Flat base rate	8.62	8.62	-	0.0%	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%	0.001250	-	0.0%
Street Maintenance													
Residential - each unit containing a kitchen and toilet.	July 1, 2015	No. 14, Series 2015	Per dwelling unit	5.50	6.00	0.50	9.1%	6.50	0.50	8.3%	6.50	-	0.0%
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%	6.50	-	0.0%
			One EDU per domestic metered account	5.50	6.00	0.50	9.1%	6.50	0.50	8.3%	-	-	6.50 -100.0%
Commercial	July 1, 2018		Base charge per business location	5.50	6.00	0.50	9.1%	6.50	0.50	8.3%	6.50	-	0.0%
Commercial	August 1, 2018		Rate per trip over 10 trips/day	-	-	-	NA	0.00	-	NA	0.05	0.05	0.0%
Wastewater													
Residential - single family residential			Flat rate	51.57	51.57	-	0.0%	53.01	1.44	2.8%	54.23	1.22	2.3%
Residential - multi-family	August 1, 2018		Flat rate								37.96	varies	varies
Viking Concrete			Flat rate	185.46	185.46	-	0.0%	190.65	5.19	2.8%	195.03	4.38	2.3%
Commercial rates:													
I & I and Demand combined			Per cubic foot	0.07333	0.07333	-	0.0%	0.07538	0.00	2.8%	0.07711	0.00173	2.3%
Greentrees & Coast Village	August 1, 2018		Per cubic foot	0.06387	0.06387	-	0.0%	0.06566	0.00	2.8%	Transition to applicable single and multi-family		
Other individual rates:													
Mobile Waste Disposal	February 23, 2005	No. 4, Series 2005	Per gallon	0.10	0.10	-	0.0%	0.10280	0.00	2.8%	0.11030	0.00750	7.3%
Water													
Single family residential	July 1, 2015	No. 14, Series 2015	Base charge	17.02	17.02	-	0.0%	18.55	1.53	9.0%	19.16	0.61	3.3%
Commodity (volume) tiered rates for residential:													
0 -1,500 cubic feet			Per cubic foot	0.02004	0.02004	-	0.0%	0.02060	0.00	2.8%	0.02128	0.00068	3.3%
1,501 - and greater cubic feet			Per cubic foot	0.02624	0.02624	-	0.0%	0.02270	(0.00354)	-13.5%	0.02340	0.00070	3.1%
Commercial													
Small commercial - low volume			Base charge	17.02	17.02	-	0.0%	18.55	1.53	9.0%	Eliminated - see respective meter size for rates		
Small commercial - high volume			Base charge	85.17	85.17	-	0.0%	88.60	3.43	4.0%	Eliminated - see respective meter size for rates		
3/4 - inch			Base charge								19.16		
1 - inch			Base charge								25.60		
1 1/2 inch			Base charge	85.17	85.17	-	0.0%	88.60	3.43	4.0%	81.51	(7.09)	-8.0%
2 - inch			Base charge	132.14	132.14	-	0.0%	136.89	4.75	3.6%	125.94	(10.95)	-8.0%
3 - inch			Base charge	411.43	411.43	-	0.0%	424.00	12.57	3.1%	381.60	(42.40)	-10.0%
4 - inch			Base charge	518.58	518.58	-	0.0%	534.15	15.57	3.0%	480.74	(53.41)	-10.0%
6 - inch			Base charge	2,126.08	2,126.08	-	0.0%	2,186.66	60.58	2.8%	1,967.99	(218.67)	-10.0%
Greentrees East			Base charge	2,258.20	2,258.20	-	0.0%	2,322.48	64.28	2.8%	2,090.23	(232.25)	-10.0%
8 - inch commercial			Base charge	6,674.09	6,674.09	-	0.0%	6,862.01	187.92	2.8%	5,832.71	(1,029.30)	-15.0%
Fire Standby			Base charge	7.63	7.63	-	0.0%	7.84	0.21	2.8%	8.02	0.18	2.3%
Irrigation Only Meter 3/4			Base charge	17.02	17.02	-	0.0%	18.55	1.53	9.0%	19.16	0.61	3.3%
Irrigation Only Meter 1 - inch											25.60		
Irrigation Only Meter 1 1/2 inch			Base charge	85.17	85.17	-	0.0%	88.60	3.43	4.0%	81.51	(7.09)	-8.0%
Irrigation Only Meter 2 - inch			Base charge	132.14	132.14	-	0.0%	136.89	4.75	3.6%	125.94	(10.95)	-8.0%
Commodity (volume) rates for commercial:			Per cubic foot	0.02004	0.02004	-	0.0%	0.02060	0.00056	2.8%	0.02128	0.00068	3.3%
Bulk water sales													
Residential	February 23, 2005	No. 4, Series 2005	Per CCF	2.004	2.0040	-	0.0%	2.060	0.056	2.8%	2.128000	0.068	3.3%
Commercial	February 23, 2005	No. 4, Series 2005	Per CCF	2.004	2.0040	-	0.0%	2.060	0.056	2.8%	2.128000	0.068	3.3%
Connection Fees													
July 1, 2014 No. 8, Series 2014													
Wastewater Connection Fee													
Residential & Commercial-stubbed to property line			Per connection	211.00	211.00	-	0.0%	216.91	5.91	2.8%	221.90	4.99	2.3%
Residential & Commercial-if unpaved street opening required			Per connection	419.00	419.00	-	0.0%	430.73	11.73	2.8%	440.64	9.91	2.3%
Residential & Commercial-if paved street opening required			Per connection	844.00	844.00	-	0.0%	867.63	23.63	2.8%	887.59	19.96	2.3%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Multi-Family-Same as above for first unit			Per connection, first unit	same as above	same as above	-	0.0%	same as above	-	2.8%	same as above	-	2.3%
Multi-Family-for second unit only			Per connection	164.00	164.00	-	0.0%	168.59	4.59	2.8%	172.47	3.88	2.3%
Multi-Family-per unit after second			Per connection	109.00	109.00	-	0.0%	112.05	3.05	2.8%	114.63	2.58	2.3%
Industrial			Per connection	1,089.00	1,089.00	-	0.0%	1,119.49	30.49	2.8%	1,145.24	25.75	2.3%
Water Connection Fees													
3/4" Residential (w/ Premise Isolation)			Per connection	710.00	710.00	-	0.0%	729.88	19.88	2.8%	746.67	16.79	2.3%
3/4" Commercial			Per connection	595.00	595.00	-	0.0%	611.66	16.66	2.8%	625.73	14.07	2.3%
1" Residential (w/ Premise Isolation)			Per connection	800.00	800.00	-	0.0%	822.40	22.40	2.8%	841.32	18.92	2.3%
1" Commercial			Per connection	655.00	655.00	-	0.0%	673.34	18.34	2.8%	688.83	15.49	2.3%
1 1/2-inch Meter			Per connection	900.00	900.00	-	0.0%	925.20	25.20	2.8%	946.48	21.28	2.3%
2-inch Compound Meter			Per connection	2,040.00	2,040.00	-	0.0%	2,097.12	57.12	2.8%	2,145.35	48.23	2.3%
2-inch Turbo Meter with Strainer			Per connection	1,520.00	1,520.00	-	0.0%	1,562.56	42.56	2.8%	1,598.50	35.94	2.3%
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	-	2.8%	Meter connection fee plus time and materials	-	2.3%
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%	210.33 plus time and materials	-	2.3%
Administrative Fees													
Shut-off notice for failure to pay account after notice	Effective October 1, 2017		Per transaction					5.00	5.00	New fee	5.00	5.00	0.0%
Duplicate billing to property owner or property manager - if account becomes past due	Effective October 1, 2017		Per instance					2.00	2.00	New fee	2.00	2.00	0.0%
Turn-off/turn-on service for non-payment				25.00	25.00	-	0.0%	-	25.00	Changed to two separate fees	-	-	0.0%
Turn-off service for non-payment, or upon request of customer	Effective October 1, 2017		Per occurrence					20.00	20.00	New fee	20.00	-	0.0%
Turn-on service	Effective October 1, 2017		Per occurrence					20.00	20.00	New fee	20.00	-	0.0%
Establish service, includes turn-on service	Change effective October 1, 2017		Per occurrence	10.00	10.00	-	0.0%	20.00	10.00	100.0%	20.00	-	0.0%
Late fee for past due balances - if not paid by 25th of month)	Effective October 1, 2017							See City-wide Administrative Fees New fee			See City-wide Administrative Fees		
Insufficient funds								See City-wide Administrative Fees			See City-wide Administrative Fees		
System Development Charges													
Stormwater System Development Charge													
Single family residential	July 1, 2014	No. 7, Series 2014	Per dwelling unit or equivalent	2,166.00	2,166.00	-	0.0%	2,246.00	80.00	3.7%	2,313.00	67.00	3.0%
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%	12,742.00	371.00	3.0%
-per gross acre			Per gross acre	8,948.00	8,948.00	-	0.0%	9,279.00	331.00	3.7%	9,557.00	278.00	3.0%
Street System Development Charge													
<i>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.</i>													
			Per generated vehicle trip	95.70	95.70	-	0.0%	99.24	3.54	3.7%	102.00	2.76	2.8%
Wastewater System Development Charge													
<i>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; Commerical, 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, nuring 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</i>													
	July 1, 2014	No. 7, Series 2014	Per dwelling unit or equivalent	4,709.00	4,709.00	-	0.0%	4,883.00	174.00	3.7%	5,029.00	146.00	3.0%
Water System Development Charge													
<i>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 gras areas - 1.0 DUE per 2,500 square feet, all shrubbery or native veaetation - 1.0 DUE per 4,000 square feet.</i>													
	July 1, 2014	No. 7, Series 2014	Per dwelling unit or equivalent	3,759.00	3,759.00	-	0.0%	3,898.00	139.00	3.7%	4,015.00	117.00	3.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change		
System Development Charge Exemptions - Affordable Housing	July 1, 2018 C353 (expires June 30, 2019)	No. 9, Series 2018	Single-family dwelling unit - interior living space (excluding garages, but including unfinished basements)								Exemption percentage, i.e., % of SDC not charged				
			Less than 1,000 sq. ft.									60% exemption			
			1,000-1,199 sq. ft.										50% exemption		
			1,200-1,399 sq. ft.										40% exemption		
			1,400-1,599 sq. ft.										30% exemption		
			1,600-1,799 sq. ft.								20% exemption				
			New Accessory Dwelling Units as defined in FCC 10-2								100% exemption				
System Development Charge Collection Deferral	July 1, 2018 (expires June 30, 2019)	No. 9, Series 2018													
<p>Deferral option. For the assessment of charges pursuant to Section 9-1-4-A related to new construction, the charges may be deferred at the request of the property owner until final building occupancy is</p> <p>Payment upon conveyance. In the event that the real property on which the fees have been deferred is sold or otherwise conveyed, the charges deferred shall become immediately due and payable to the City. Sale includes selling, conveying or assigning any or all of the property or the owner's interest in the property, until paid in full. In addition, the owner shall be required to execute a request for and a consent to an enforcement agreement in the amount of the charges deferred on each property for which a deferral is requested. The request and consent shall be made on a form prepared by the City. Upon receipt, the City shall record the enforcement agreement in the City's lien docket. The enforcement agreement shall authorize the City to withhold setting a water meter on the property for which a deferral has been requested, or, if the property is already receiving water service, to remove the water meter pursuant to Section 4-1-5-7, and withhold service to their property until the deferred charges have been paid in full.</p>															
Community Development															
Planning Fees															
	January 3, 2011	No. 1, Series 2011													
Staff Review with No Public Notice - Type I															
Design Review or Change of Use								308.00		New	314.00	6.00	1.9%		
DMV Review Form				10.00	10.00	-	0.0%	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%	26.00	0.30	1.2%		
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%	158.00	3.80	2.5%		
Flood Plain Permit				100.00	100.00	-	0.0%	102.80	2.80	2.8%	105.00	2.20	2.1%		
Landscape Plan Minor Modification				25.00	25.00	-	0.0%	25.70	0.70	2.8%	26.00	0.30	1.2%		
Land Use Compatibility Statement				50.00	50.00	-	0.0%	51.40	1.40	2.8%	53.00	1.60	3.1%		
Lot Line Adjustment				100.00	100.00	-	0.0%	102.80	2.80	2.8%	105.00	2.20	2.1%		
Other Review					25.00			25.70	0.70	2.8%	26.00	0.30	1.2%		
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%	105.00	2.20	2.1%		
Preliminary Investigation for Prime Wildlife Overlay				150.00	150.00	-	0.0%	154.20	4.20	2.8%	158.00	3.80	2.5%		
Revised or Supplemental Plan (required as a Condition of Approval)			Per plan	150.00	150.00	-	0.0%	154.20	4.20	2.8%	158.00	3.80	2.5%		
Site Investigation Report - Phase I				150.00	150.00	-	0.0%	555.00	405.00	270.0%	568.00	13.00	2.3%		
Stormwater or Parking								465.00		New	476.00	11.00	2.4%		
Written Code Analysis or Letter of Zoning Compliance				50.00	50.00	-	0.0%	184.00	134.00	268.0%	188.00	4.00	2.2%		

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
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		If less than 15 minutes, no charge. If greater than 15 minutes, all staff time at full cost recovery	Staff billing rate increases	2.3%
Staff Review with Public Notice													
Administrative Design Review				200.00	200.00	-	0.0%	205.60	5.60	2.8%	210.00	4.40	2.1%
Landscape Plan Major Modification				200.00	200.00	-	0.0%	205.60	5.60	2.8%	210.00	4.40	2.1%
Special Use Permit				600.00	600.00	-	0.0%	616.80	16.80	2.8%	631.00	14.20	2.3%
Vegetation Clearing Permit				450.00	450.00	-	0.0%	462.60	12.60	2.8%	473.00	10.40	2.2%
Mural permits	April 4, 2011	No. 5, Series 2011		500.00	500.00	-	0.0%	514.00	14.00	2.8%	526.00	12.00	2.3%
Planning Commission - No Public Notice													
Major Partition Final Plat				1,200.00	1,200.00	-	0.0%	1,233.60	33.60	2.8%	1,262.00	28.40	2.3%
Subdivision Final Plat				1,600.00	1,600.00	-	0.0%	1,644.80	44.80	2.8%	1,683.00	38.20	2.3%
Planning Commission Public Hearing													
Conditional Use Permit (CUP) without Design Review				400.00	400.00	-	0.0%	411.20	11.20	2.8%	421.00	9.80	2.4%
Conditional Use Permit and Design Review - Base fee				1,500.00	1,500.00	-	0.0%	1,542.00	42.00	2.8%	1,577.00	35.00	2.3%
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%	1,472.00	32.80	2.3%
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%	526.00	12.00	2.3%
Final Development Plan for PUD				2,500.00	2,500.00	-	0.0%	2,570.00	70.00	2.8%	2,629.00	59.00	2.3%
(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%	315.00	6.60	2.1%
Preliminary Planned Unit Development - base fee			Base fee	3,750.00	3,750.00	-	0.0%	3,855.00	105.00	2.8%	3,944.00	89.00	2.3%
Plus \$150/acre > 10 acres			per acre > 10 acres	150.00	150.00	-	0.0%	154.20	4.20	2.8%	158.00	3.80	2.5%
Restoration of Nonconforming Building/Use				400.00	400.00	-	0.0%	411.20	11.20	2.8%	421.00	9.80	2.4%
Site Investigation Report - Phase II (In addition to CUP fee)				500.00	500.00	-	0.0%	514.00	14.00	2.8%	526.00	12.00	2.3%
(required for reductions in setback to Munsel Creek, other drainages, and active dunes)													
Tentative Minor Partition Plan				1,500.00	1,500.00	-	0.0%	1,542.00	42.00	2.8%	1,577.00	35.00	2.3%
Tentative Major Partition Plan			Base fee	2,000.00	2,000.00	-	0.0%	2,056.00	56.00	2.8%	2,103.00	47.00	2.3%
Tentative Subdivision Plan - Base fee				2,000.00	2,000.00	-	0.0%	2,056.00	56.00	2.8%	2,103.00	47.00	2.3%
Additional per lot fee			Per lot	50.00	50.00	-	0.0%	51.40	1.40	2.8%	53.00	1.60	3.1%
Variance			Per variance requested	1,300.00	1,300.00	-	0.0%	1,336.40	36.40	2.8%	1,367.00	30.60	2.3%
Waiver of Side Yard Setback			Per occurrence	400.00	400.00	-	0.0%	411.20	11.20	2.8%	421.00	9.80	2.4%
Planning Commission and Council Public Hearings													
Annexation & Zoning of Annexed Areas				TBD	TBD		0.00%	TBD		0.0%	TBD		0.0%
Plan Designation Map Amendment				TBD	TBD		0.00%	TBD		0.0%	TBD		0.0%
Applicant also responsible for any County fees for co-adoption													
Zone Change				2,500.00	2,500.00		0.00%	2,570.00	70.00	2.8%	2,629.00	59.00	2.3%
Zone Change and Plan Designation Map Amendment < 5 acres				3,000.00	3,000.00		0.00%	3,084.00	84.00	2.8%	3,155.00	71.00	2.3%
Zone Change and Plan Designation Map Amendment => 5 acres				TBD	TBD		0.00%	TBD		0.0%	TBD		0.0%
Citizen-Initiated Legislative Amendment													
Applicant also responsible for any County fees for co-adoption													
Appeal of Staff Decision to Planning Commission				350.00	350.00		0.00%	359.80	9.80	2.8%	368.00	8.20	2.3%
Appeal of Planning Commission Decision to City Council				500.00	500.00		0.00%	514.00	14.00	2.8%	526.00	12.00	2.3%
If appeal involves a Site Investigation Report - Phase II, applicant is required to pay City's cost to obtain professional review of Report.													
Vacation of Right-of-Way (plus cost of land)				3,000.00	3,000.00		0.00%	3,084.00	84.00	2.8%	3,155.00	71.00	2.3%
Additional Review Fees													
Consultant Review (pass through charge)								Actual cost			Actual cost		
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.													
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%	1/3 original application fee	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
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%	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		Actual consultant cost and/or staff billing rate times 1.25	Staff billing rate increases	2.3%
Review of Performance Agreement and Financial Security			Per hour (hourly rate plus 20%)	100.00	100.00		0.00%	102.80	2.80	2.8%	102.80	-	0.0%
Pre-Application Conference								See City-wide fees	Full cost recovery		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%	53.00	1.60	3.1%
Staff Time for Research or other Assistance								See City-wide fees	Full cost recovery		See City-wide fees	Staff billing rate increases	0.0%
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%	154.20	-	0.0%
Architctual Review Application fee													
Florence Urban Renewal Agency's Preservation and Rehabilitation Program Projects (FURA projects \$5,000 and under)	August 16, 2010	No. 32, Series 2010		1.00	-	(1.00)	-100.0%	0.00	-	0.0%	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:													
* All schedules are as approved in the noted resolution unless otherwise indicated.													
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%	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%	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%	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%	6.15	-	0.0%
\$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%	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%	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%	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%	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%	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%	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%	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%	1.40	-	0.0%
Minimum Fee			Minimum fee	76.40	76.40	-	0.00%	76.40	-	0.0%	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	-	0.0%	65% of building permit fee	-	0.0%
State Surcharge			Percentage (%)	12% of building permit fee	12% of building permit fee	-	0.00%	12% of building permit fee	-	0.0%	12% of building permit fee	-	0.0%
Other Inspection Fees													
<i>Applies to:</i>													
<i>* One & two family dwelling structural & mechanical</i>													
<i>* Commercial, multi-family & industrial structural & mechanical</i>													
<i>* Manufactured home placement</i>													
1. Inspection outside of normal business hours (minimum charge-two hours)			Per hour*	76.40	76.40	-	0.00%	76.40	-	0.0%	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%	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%	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%	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													

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change	
<i>Applies to: *One & two family structural & mechanical *Commercial, multi-family & industrial structural</i>														
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%	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%	150.00	-	0.0%
Deferred Submittals														
<i>Applies to: *One & two family structural & mechanical *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%	65% of building permit fee	-	0.0%
Minimum fee				Minimum fee	115.00	115.00	-	0.00%	115.00	-	0.0%	115.00	-	0.0%
Investigation Fee														
<i>Applies to: *One & two family structural & mechanical *Commercial, multi-family & industrial structural & mechanical *Manufactured home placement *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%	Actual or average cost of investigation	-	0.0%
October 6, 2014 No. 18, Series 2014														
Address Assignment Fee (each address)				Each address	45.00	45.00	-	0.00%	45.00	-	0.0%	45.00	-	0.0%
Review of Sand Management Plan					150.00	150.00	-	0.00%	150.00	-	0.0%	150.00	-	0.0%
Site Inspection Fee* (Simple Site)														
New construction					150.00	150.00	-	0.00%	150.00	-	0.0%	150.00	-	0.0%
New garages, carports, and accessory structures					75.00	75.00	-	0.00%	75.00	-	0.0%	75.00	-	0.0%
Site inspection Fee* (Complex Site**)														
New Construction					225.00	225.00	-	0.00%	225.00	-	0.0%	225.00	-	0.0%
New garages, carports, and accessory structures					150.00	150.00	-	0.00%	150.00	-	0.0%	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%	76.40	-	0.0%
each additional \$100 or fraction thereof				per \$100 value	0.57	0.57	-	0.00%	0.57	-	0.0%	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%	84.95	-	0.0%
each additional \$1000 or fraction thereof				per \$1,000 value	12.50	12.50	-	0.00%	12.50	-	0.0%	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%	372.45	-	0.0%
each additional \$1000 or fraction thereof				per \$1,000 value	9.00	9.00	-	0.00%	9.00	-	0.0%	9.00	-	0.0%
\$50,001 to \$100,000 valuation (for the first \$50,000)				Base fee	597.55	597.45	(0.10)	0.00%	597.45	-	0.0%	597.45	-	0.0%
each additional \$1000 or fraction thereof				per \$1,000 value	6.15	6.15	-	0.00%	6.15	-	0.0%	6.15	-	0.0%
\$100,001 to \$500,000 valuation (for the first \$100,000)				Base fee	905.55	904.95	(0.60)	0.00%	904.95	-	0.0%	904.95	-	0.0%
each additional \$1000 or fraction thereof				per \$1,000 value	4.95	4.95	-	0.00%	4.95	-	0.0%	4.95	-	0.0%
\$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	-	0.0%	2,884.95	-	0.0%
each additional \$1000 or fraction thereof				per \$1,000 value	4.15	4.15	-	0.00%	4.15	-	0.0%	4.15	-	0.0%
\$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	-	0.0%	4,959.95	-	0.0%
each additional \$1000 or fraction thereof				per \$1,000 value	2.75	2.75	-	0.00%	2.75	-	0.0%	2.75	-	0.0%
Minimum Fee				Minimum fee	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
Structural Plans Review Fee				Percentage (%)	65% of building permit fee	65% of building permit fee	-	0.0%	65% of building permit fee	-	0.0%	65% of building permit fee	-	0.0%
State Surcharge				Percentage (%)	12% of building permit fee	12% of building permit fee	-	0.0%	12% of building permit fee	-	0.0%	12% of building permit fee	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Fire and Life Safety Plans Review Fee			Percentage (%)	40% of building permit fee	40% of building permit fee			40% of building permit fee	-	0.0%	40% of building permit fee	-	0.0%
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	-	0.0%	150.00	-	0.0%
Site Inspection Fee* (Simple Site)													
Commercial				150.00	150.00	-	0.00%	150.00	-	0.0%	150.00	-	0.0%
Residential				75.00	75.00	-	0.00%	75.00	-	0.0%	75.00	-	0.0%
Site inspection Fee* (Complex Site**)													
Commercial				225.00	225.00	-	0.00%	225.00	-	0.0%	225.00	-	0.0%
Residential				150.00	150.00	-	0.00%	150.00	-	0.0%	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.													

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	-	0.0%	76.40	-	0.0%		
each additional \$100 or fraction thereof	per \$100 value	2.75	2.75	-	0.00%	2.75	-	0.0%	2.75	-	0.0%		
\$2,001 to \$25,000 valuation (for the first \$2,000)	Base fee	110.65	117.65	7.00	0.00%	117.65	-	0.0%	117.65	-	0.0%		
each additional \$1000 or fraction thereof	per \$1,000 value	11.10	11.10	-	0.00%	11.10	-	0.0%	11.10	-	0.0%		
\$25,001 to \$50,000 valuation (for the first \$25,000)	Base fee	366.15	372.95	6.80	0.00%	372.95	-	0.0%	372.95	-	0.0%		
each additional \$1000 or fraction thereof	per \$1,000 value	8.35	8.35	-	0.00%	8.35	-	0.0%	8.35	-	0.0%		
\$50,001 to \$100,000 valuation (for the first \$50,000)	Base fee	574.90	581.70	6.80	0.00%	581.70	-	0.0%	581.70	-	0.0%		
each additional \$1000 or fraction thereof	per \$1,000 value	5.90	5.90	-	0.00%	5.90	-	0.0%	5.90	-	0.0%		
\$100,001 to \$500,000 valuation (for the first \$100,000)	Base fee	869.90	876.70	6.80	0.00%	876.70	-	0.0%	876.70	-	0.0%		
each additional \$1000 or fraction thereof	per \$1,000 value	4.40	4.40	-	0.00%	4.40	-	0.0%	4.40	-	0.0%		
\$500,001 to \$1,000,000 valuation (for the first \$500,000)	Base fee	2,629.90	2,636.70	6.80	0.00%	2,636.70	-	0.0%	2,636.70	-	0.0%		
each additional \$1000 or fraction thereof	per \$1,000 value	3.85	3.85	-	0.00%	3.85	-	0.0%	3.85	-	0.0%		
\$1,000,001 to \$10,000,000 valuation (for the first \$1,000,000)	Base fee	4,554.90	4,561.70	6.80	0.00%	4,561.70	-	0.0%	4,561.70	-	0.0%		
each additional \$1000 or fraction thereof	per \$1,000 value	2.50	2.50	-	0.00%	2.50	-	0.0%	2.50	-	0.0%		
\$10,000,000 and over valuation (for the first 10,000,000)	Base fee	27,054.90	27,061.70	6.80	0.00%	27,061.70	-	0.0%	27,061.70	-	0.0%		
each additional \$1000 or fraction thereof	per \$1,000 value	2.40	2.40	-	0.00%	2.40	-	0.0%	2.40	-	0.0%		
Minimum Fee		76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%		
Structural Plans Review Fee	Percentage (%)	65% of building permit fee	65% of building permit fee			65% of building permit fee	-	0.0%	65% of building permit fee	-	0.0%		
State Surcharge	Percentage (%)	12% of building permit fee	12% of building permit fee			12% of building permit fee	-	0.0%	12% of building permit fee	-	0.0%		
Fire and Life Safety Plans Review Fee	Percentage (%)	40% of building permit fee	40% of building permit fee			40% of building permit fee	-	0.0%	40% of building permit fee	-	0.0%		
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	-	0.0%	45.00	-	0.0%		
Review of Sand Management Plan		150.00	150.00	-	0.00%	150.00	-	0.0%	150.00	-	0.0%		
Site Inspection Fee* (Simple Site)		350.00	350.00	-	0.00%	350.00	-	0.0%	350.00	-	0.0%		
Site inspection Fee* (Complex Site**)		450.00	450.00	-	0.00%	450.00	-	0.0%	450.00	-	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.													

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	-	0.0%	28.60	-	0.0%
Air conditioning	Per appliance	40.00	40.00	-	0.00%	40.00	-	0.0%	40.00	-	0.0%
Alteration of Existing HVAC System	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.0%	28.60	-	0.0%
Heat Pump	Per appliance	52.25	52.25	-	0.00%	52.25	-	0.0%	52.25	-	0.0%
Install/Replace Furnace (including duct work)											
Up to 100,000 btu	Per appliance	40.00	40.00	-	0.00%	40.00	-	0.0%	40.00	-	0.0%
Over 100,000 btu	Per appliance	47.00	47.00	-	0.00%	47.00	-	0.0%	47.00	-	0.0%
Install/Replace/Relocate Heaters Suspended, Wall or Floor Mounted	Per appliance	40.00	40.00	-	0.00%	40.00	-	0.0%	40.00	-	0.0%
Appliance Vent other than Furnace (per appliance)	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.0%	28.60	-	0.0%
Dryer Exhaust	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.0%	28.60	-	0.0%
Hood	Per appliance	28.60	28.60	-	0.00%	28.60	-	0.0%	28.60	-	0.0%
Exhaust Fan Connected to a Single Duct	Per appliance	20.00	20.00	-	0.00%	20.00	-	0.0%	20.00	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Gas Piping: 1 to 4 Outlets			Base fee	12.25	12.25	-	0.00%	12.25	-	0.0%	12.25	-	0.0%
Additional Outlets (each)			Per outlet	3.50	3.50	-	0.00%	3.50	-	0.0%	3.50	-	0.0%
Broiler/Compressor			Per appliance	28.60	28.60	-	0.00%	28.60	-	0.0%	28.60	-	0.0%
Masonry Fireplace			Per appliance	80.00	80.00	-	0.00%	80.00	-	0.0%	80.00	-	0.0%
Wood, Pellet, or Gas Stoves or Inserts, including flu			Per appliance	28.60	28.60	-	0.00%	28.60	-	0.0%	28.60	-	0.0%
Other			Per appliance	20.00	20.00	-	0.00%	20.00	-	0.0%	20.00	-	0.0%
Minimum Fee			Minimum fee	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
Mechanical Plan Review			Percentage (%)	25% of mechanical permit fee	25% of mechanical permit fee	-	0.00%	25% of mechanical permit fee	-	0.0%	25% of mechanical permit fee	-	0.0%
State Surcharge			Percentage (%)	12% of mechanical permit fee	12% of mechanical permit fee	-	0.00%	12% of mechanical permit fee	-	0.0%	12% of mechanical permit fee	-	0.0%

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	-	0.0%	76.40	-	0.0%	-	0.0%
\$501 to \$5,000 valuation (for the first \$500)	Base fee	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%	-	0.0%
each additional \$100 or fraction thereof	per \$100 value	2.60	2.60	-	0.00%	2.60	-	0.0%	2.60	-	0.0%	-	0.0%
\$5,001 to \$10,000 valuation (for the first \$5,000)	Base fee	193.40	193.40	-	0.00%	193.40	-	0.0%	193.40	-	0.0%	-	0.0%
each additional \$1000 or fraction thereof	per \$1,000 value	2.40	2.40	-	0.00%	2.40	-	0.0%	2.40	-	0.0%	-	0.0%
\$10,001 to \$50,000 valuation (for the first \$10,000)	Base fee	313.40	205.40	(108.00)	0.00%	205.40	-	0.0%	205.40	-	0.0%	-	0.0%
each additional \$1000 or fraction thereof	per \$1,000 value	2.20	2.20	-	0.00%	2.20	-	0.0%	2.20	-	0.0%	-	0.0%
\$50,001 to \$100,000 valuation (for the first \$10,000)	Base fee	1,193.40	293.40	(900.00)	0.00%	293.40	-	0.0%	293.40	-	0.0%	-	0.0%
each additional \$1000 or fraction thereof	per \$1,000 value	2.15	2.15	-	0.00%	2.15	-	0.0%	2.15	-	0.0%	-	0.0%
\$100,001 and over (for the first \$100,000)	Base fee	2,268.40	400.90	(1,867.50)	0.00%	400.90	-	0.0%	400.90	-	0.0%	-	0.0%
each additional \$1000 or fraction thereof	per \$1,000 value	2.00	2.00	-	0.00%	2.00	-	0.0%	2.00	-	0.0%	-	0.0%
Minimum Fee		76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%	-	0.0%
Plans Review Fee	Percentage (%)	25% of mechanical permit fee	25% of mechanical permit fee	-	0.00%	25% of mechanical permit fee	-	0.0%	25% of mechanical permit fee	-	0.0%	-	0.0%
State Surcharge Fee	Percentage (%)	12% of mechanical permit fee	12% of mechanical permit fee	-	0.00%	12% of mechanical permit fee	-	0.0%	12% of mechanical permit fee	-	0.0%	-	0.0%

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	-	0.0%	500.00	-	0.0%
Each Additional Outlet	100.00	100.00	-	0.00%	100.00	-	0.0%	100.00	-	0.0%
Exhaust Fan Connected to Single Duct	600.00	600.00	-	0.00%	600.00	-	0.0%	600.00	-	0.0%
Exhaust System apart from Heating or A/C										
Air Handling Units up to 10,000 cfm										
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%	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%	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%	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%	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%	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%	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%	4,600.00	-	0.0%
Commercial/Industrial Incinerator	6,200.00	6,200.00	-	0.00%	6,200.00	-	0.0%	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%	6,700.00	-	0.0%

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

Includes 100 feet for each utility connectio nand no plan review fee													
Additional site utilities are per the schedule below													
1 Bathroom		365.00	365.00	-	0.00%	365.00	-	0.0%	365.00	-	0.0%	-	0.0%
2 Bathrooms		548.00	548.00	-	0.00%	548.00	-	0.0%	548.00	-	0.0%	-	0.0%
3 Bathrooms		639.00	639.00	-	0.00%	639.00	-	0.0%	639.00	-	0.0%	-	0.0%
Each Additional Kitchen and/or Bathroom		152.00	152.00	-	0.00%	152.00	-	0.0%	152.00	-	0.0%	-	0.0%

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

Fixture or Item

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Absorption Valve			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Back Flow Preventer			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Backwater Valve			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Basins/Lavatories/Sinks			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Clothes Washer			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Dishwasher			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Drinking Fountain(s)			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Ejectors/Sump			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Expansion Tank			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Fixture/Sewer Cap			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Floor Drains/Floor Sinks/Hub Drains			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Garbage Disposal			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Hose Bib			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Ice Maker			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Interceptor/Grease Trap			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Primer(s)			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Roof Drain (Commercial)			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Solar Units (potable water)			Per item/unit	62.00	62.00	-	0.00%	62.00	-	0.0%	62.00	-	0.0%
Sump			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Tub/Shower/Shower Pan			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Urinal			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Water Closet			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Water Heater			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	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%	26.50	-	0.0%
Dry wells/Leach Line/Trench Drain			Per fixture	40.00	40.00	-	0.00%	40.00	-	0.0%	40.00	-	0.0%
Footing Drain			Per fixture	68.00	68.00	-	0.00%	68.00	-	0.0%	68.00	-	0.0%
Manufactured Home Utilities			Per fixture	65.00	65.00	-	0.00%	65.00	-	0.0%	65.00	-	0.0%
Manholes			Per fixture	68.00	68.00	-	0.00%	68.00	-	0.0%	68.00	-	0.0%
Rain Drain Connector			Per fixture	26.50	26.50	-	0.00%	26.50	-	0.0%	26.50	-	0.0%
Sanitary Sewer - 1st 100 feet			1st 100 feet	81.00	81.00	-	0.00%	81.00	-	0.0%	81.00	-	0.0%
Each additional 100 feet			each additional 100 feet	61.00	61.00	-	0.00%	61.00	-	0.0%	61.00	-	0.0%
Sewer Cap			Per item/unit	72.00	72.00	-	0.00%	72.00	-	0.0%	72.00	-	0.0%
Storm Sewer - 1st 100 feet			1st 100 feet	81.00	81.00	-	0.00%	81.00	-	0.0%	81.00	-	0.0%
Each additional 100 feet			each additional 100 feet	61.00	61.00	-	0.00%	61.00	-	0.0%	61.00	-	0.0%
Storm Water Retention, Detention or Infiltration Facility			Per item/unit	73.00	73.00	-	0.00%	73.00	-	0.0%	73.00	-	0.0%
Water Service - 1st 100 feet			1st 100 feet	81.00	81.00	-	0.00%	81.00	-	0.0%	81.00	-	0.0%
Each additional 100 feet			each additional 100 feet	61.00	61.00	-	0.00%	61.00	-	0.0%	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%	76.40	-	0.0%
Specially requested inspections			Per hour	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
Minimum fee			Flat fee	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
Plan review			Percentage of Plumbing Permit Fee	25%	25%	-	0.00%	25%	-	0.0%	25%	-	0.0%
States surcharge			Percentage of Plumbing Permit Fee	12%	12%	-	0.00%	12%	-	0.0%	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%	136.15	-	0.0%
2,001 - 3,600 Square feet			Flat fee	173.25	173.25	-	0.00%	173.25	-	0.0%	173.25	-	0.0%
3,601 - 7,200 Square feet			Flat fee	235.10	235.10	-	0.00%	235.10	-	0.0%	235.10	-	0.0%
Greater than 7,200 Square feet			Flat fee	297.00	297.00	-	0.00%	297.00	-	0.0%	297.00	-	0.0%
Medical Gas Piping Systems Plumbing Permit Fee Schedule													
\$1.00 - \$500 valuation			Flat fee	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
\$501 - \$2,000 valuation			Base fee	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
Each additional \$100 or portion thereof			per \$100 value	5.00	5.00	-	0.00%	5.00	-	0.0%	5.00	-	0.0%
\$2,001 - \$25,000 valuation			Base fee	151.40	151.40	-	0.00%	151.40	-	0.0%	151.40	-	0.0%
Each additional \$1,000 or portion thereof			per \$1,000 value	18.00	18.00	-	0.00%	18.00	-	0.0%	18.00	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
\$25,001 - \$50,000 valuation			Base fee	565.40	565.40	-	0.00%	565.40	-	0.0%	565.40	-	0.0%
Each additional \$1,000 or portion thereof			per \$1,000 value	14.00	14.00	-	0.00%	14.00	-	0.0%	14.00	-	0.0%
\$50,001 - \$100,000 valuation			Base fee	915.40	915.40	-	0.00%	915.40	-	0.0%	915.40	-	0.0%
Each additional \$1,000 or portion thereof			per \$1,000 value	9.00	9.00	-	0.00%	9.00	-	0.0%	9.00	-	0.0%
\$100,001 and over valuation			Base fee	1,365.40	1,365.40	-	0.00%	1,365.40	-	0.0%	1,365.40	-	0.0%
Each additional \$1,000 or portion thereof			per \$1,000 value	8.00	8.00	-	0.00%	8.00	-	0.0%	8.00	-	0.0%
Minimum fee			Flat fee	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
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	-	0.0%	180.00	-	0.0%
Each additional 500 sq. ft. or portion thereof			per 500 sq. ft.	38.00	38.00	-	0.00%	38.00	-	0.0%	38.00	-	0.0%
Limited energy Install 1 & 2 Family, when in conjunction with home wiring permit			Flat fee	38.00	38.00	-	0.00%	38.00	-	0.0%	38.00	-	0.0%
Limited energy Install Multi-family, when in conjunction with home wiring permit			Flat fee	38.00	38.00	-	0.00%	38.00	-	0.0%	38.00	-	0.0%
Each Manufactured Home or Modular Dwelling Service and/or Feeder			Per Unit	103.00	103.00	-	0.00%	103.00	-	0.0%	103.00	-	0.0%
Services or Feeders													
Installation, alteration or relocation													
200 amps			Flat fee, per unit	103.00	103.00	-	0.00%	103.00	-	0.0%	103.00	-	0.0%
201 to 400 amps			Flat fee, per unit	131.00	131.00	-	0.00%	131.00	-	0.0%	131.00	-	0.0%
401 to 600 amps			Flat fee, per unit	175.00	175.00	-	0.00%	175.00	-	0.0%	175.00	-	0.0%
601 amps to 1,000 amps			Flat fee, per unit	263.00	263.00	-	0.00%	263.00	-	0.0%	263.00	-	0.0%
Over 1,000 amps or volts			Flat fee, per unit	480.00	480.00	-	0.00%	480.00	-	0.0%	480.00	-	0.0%
Reconnect only			Flat fee, per unit	78.00	78.00	-	0.00%	78.00	-	0.0%	78.00	-	0.0%
Temporary Services or Feeders													
Installation, alteration or relocation													
200 amps or less			Flat fee, per unit	76.00	76.00	-	0.00%	76.00	-	0.0%	76.00	-	0.0%
201 amps to 400 amps			Flat fee, per unit	122.00	122.00	-	0.00%	122.00	-	0.0%	122.00	-	0.0%
401 amps to 600 amps			Flat fee, per unit	152.00	152.00	-	0.00%	152.00	-	0.0%	152.00	-	0.0%
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	-	0.0%	6.00	-	0.0%
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%	77.00	-	0.0%
Each additional branch circuit			Each additional circuit	8.00	8.00	-	0.00%	8.00	-	0.0%	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%	65.00	-	0.0%
Each sign or outline lighting			Per unit	65.00	65.00	-	0.00%	65.00	-	0.0%	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%	65.00	-	0.0%
Required Inspections													
One and Two-Family Dwellings													
Apartment Houses			Flat fee	110.00	110.00	-	0.00%	110.00	-	0.0%	110.00	-	0.0%
Apartment Houses (fee for each dwelling unit in excess of 3)			Base fee for first 3 units of housing	160.00	160.00	-	0.00%	160.00	-	0.0%	160.00	-	0.0%
			Per unit of housing above 3	10.00	10.00	-	0.00%	10.00	-	0.0%	10.00	-	0.0%
Hotels/Motels			Base fee for first 5 sleeping rooms	160.00	160.00	-	0.00%	160.00	-	0.0%	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%	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%	160.00	-	0.0%
Fee for each additional 1000 sq. ft.			Overage fee	10.00	10.00	-	0.00%	10.00	-	0.0%	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%	160.00	-	0.0%
Fee for each story in excess of 3			Overage fee	20.00	20.00	-	0.00%	20.00	-	0.0%	20.00	-	0.0%
Master Permit (Industrial Plant) Program Fees													
Registration			Per facility	100.00	100.00	-	0.00%	100.00	-	0.0%	100.00	-	0.0%
Each additional off-site location			Per facility	100.00	100.00	-	0.00%	100.00	-	0.0%	100.00	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Inspection, plan review, and administrative activities (per hour or fraction of hour)			Hourly rate	110.00	110.00	-	0.00%	110.00	-	0.0%	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%	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%	25% of the permit fee	-	0.0%
Appeal Fees													
One and Two-Family Dwellings			Per appeal	100.00	100.00	-	0.00%	100.00	-	0.0%	100.00	-	0.0%
All other occupancies			Per appeal	200.00	200.00	-	0.00%	200.00	-	0.0%	200.00	-	0.0%
Each appeal item over 4			Per appeal	50.00	50.00	-	0.00%	50.00	-	0.0%	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%	150.00	-	0.0%
Reinspections			Per inspection	75.00	75.00	-	0.00%	75.00	-	0.0%	75.00	-	0.0%
Inspections beyond those covered by original permit			Per inspection	75.00	75.00	-	0.00%	75.00	-	0.0%	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%	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%	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%	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%	Amount for new permit	-	0.0%
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%	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%	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%	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%	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%	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%	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%	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%	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%	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%	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%	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%	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%	188.00	-	0.0%
Over 120 square feet and up to 140 square feet			Flat fee	194.00	194.00	-	0.00%	194.00	-	0.0%	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%	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%	105.00	-	0.0%
Appeals and Adjustments													
Appeal Fees			Per appeal	200.00	200.00	-	0.00%	200.00	-	0.0%	200.00	-	0.0%

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Adjustment Fees			Per adjustment	750.00	750.00	-	0.00%	750.00	-	0.0%	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%	76.40	-	0.0%
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%	105.00	-	0.0%
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	-	0.0%	Amount for new permit	-	0.0%
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	-	0.0%	Per Building Permit Fee Schedule	-	0.0%
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 Applications or documents necessitating review from consultants (i.e., city attorney, oighting 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%	475.50	-	0.0%
Pier Pad Fee													
- Single Wide			Flat fee	30.00	-	(30.00)	0.00%	-	-	0.0%	-	-	0.0%
- Double Wide			Flat fee	45.00	-	(45.00)	0.00%	-	-	0.0%	-	-	0.0%
- Triple Wide			Flat fee	60.00	-	(60.00)	0.00%	-	-	0.0%	-	-	0.0%
State Surcharge Fee			Percentage %		12% of Manufactured Home Placement Fee	-	0.00%	12% of Manufactured Home Placement Fee	-	0.0%	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%	243.00	-	0.0%
State Surcharge Fee			Percentage %		12% of New Site Utilities Fee	-	0.00%	12% of New Site Utilities Fee	-	0.0%	12% of New Site Utilities Fee	-	0.0%
Site Utilities Connection Inspection			Flat fee	65.00	-	(65.00)	0.00%	-	-	0.0%	-	-	0.0%
Earth Quake Resistant System & Hold-Down			Flat fee	110.00	-	(110.00)	0.00%	-	-	0.0%	-	-	0.0%
City Manufactured Home Installation Fee			Flat fee	40.50	-	(40.50)	0.00%	-	-	0.0%	-	-	0.0%
State of Oregon Installation Fee			Flat fee	30.00	30.00	-	0.00%	30.00	-	0.0%	30.00	-	0.0%
State of Oregon Administration Fee			Flat fee	2.00	-	(2.00)	0.00%	-	-	0.0%	-	-	0.0%
State of Oregon Surcharge - Single Wide			Flat fee	2.99	-	(2.99)	0.00%	-	-	0.0%	-	-	0.0%
State of Oregon Surcharge - Double Wide			Flat fee	3.54	-	(3.54)	0.00%	-	-	0.0%	-	-	0.0%
State of Oregon Surcharge - Triple Wide			Flat fee	4.09	-	(4.09)	0.00%	-	-	0.0%	-	-	0.0%
Additional Fees that may Apply													
Address Assignment Fee (each address)			Each address	45.00	45.00	-	0.00%	45.00	-	0.0%	45.00	-	0.0%
Review of Sand Management Plan			Per plan	150.00	150.00	-	0.00%	150.00	-	0.0%	150.00	-	0.0%
Reinsertion of Manufactured Dwelling			Per inspection	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
Inspection outside normal business hours			Per hour	76.40	76.40	-	0.00%	76.40	-	0.0%	76.40	-	0.0%
Inspections for which no fee is specifically indicated			Per hour	76.40	76.40	-	0.00%	76.40	-	0.0%	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%	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%	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.

Fee Description	Date of last adjustment	Resolution reference	Unit	Prior rate	FY 2017	Dollar Change	% Change	FY 2018	Change	% Change	FY 2019	Change	% Change
Investigation Fee - see page 16													
All accessory buildings or structures must be permitted separately													
Appeal Fee - Under Section 4-1-5-17 of FCC	January 4, 2010	No. 1, Series 2010		500.00	500.00	-	0.0%	500.00	-	0.0%	512.00	12.00	2.4%
Other City Regulated Fees													
Taxi Rates													
River Cities Taxi													
Minimum charge (meter drop)	September 15, 2003	No. 19, Series 2003	Meter drop minimum fee	2.50	2.50	-	0.00%	2.50	-	0.0%	2.50	-	0.0%
Mileage rate	September 15, 2003	No. 19, Series 2003	Per mile	2.50	2.50	-	0.00%	2.50	-	0.0%	2.50	-	0.0%
Increments (per 1/10)	September 15, 2003	No. 19, Series 2003	Per .1 mile	0.25	0.25	-	0.00%	0.25	-	0.0%	0.25	-	0.0%
Wait time (per hour)	September 15, 2003	No. 19, Series 2003	Wait time/per hour	24.00	24.00	-	0.00%	24.00	-	0.0%	24.00	-	0.0%
Extra Charges (bikes/pets)	September 15, 2003	No. 19, Series 2003	Per bike/pet	1.00	1.00	-	0.00%	1.00	-	0.0%	1.00	-	0.0%
Bus Fare Fee for the Rhody Express													
Cash Fare per one-way trip	June 4, 2007	No. 10, Series 2007	Per one-way trip	1.00	1.00	-	0.0%	1.00	-	0.0%	1.00	-	0.0%
Per Day with transfers (utilizing a day pass)	June 4, 2007	No. 10, Series 2007	Per day with transfers	2.00	2.00	-	0.0%	2.00	-	0.0%	2.00	-	0.0%

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 7
Meeting Date: June 4, 2018
Department: Public Works

ITEM TITLE: Accept proposal from Sierra Santa Fe Corporation to perform a Chip/Fog Seal on Rhododendron Drive from Lighthouse Way to Fawn View Lane.

DISCUSSION/ISSUE:

In an effort to provide the most cost effective pavement maintenance procedure for streets that are in “good” condition (streets not needing full depth reconstruction, overlays or grind inlays) a single shot chip seal with a fog seal has been recognized as a cost effective solution. Chip and fog seals extends the life of existing paved streets; protects the sub-grade from water intrusion; and is an environmentally (resource) friendly solution to pavement maintenance which utilizes 60-75% less material over a 18-20 year life span of the street.

A fog seal protects the chip seal from harmful UV rays that deteriorate the chip seal over time; seals the chip seal from the top down virtually eliminating all loose rock that is generally associated with chip seals; and they add to the overall appearance of chip seals making them look like an ultra-thin overlay. In addition, fog seals minimize ‘whip off’ and damaged windshield claims. It also provides a better appearance and may improve the ride quality and tire noise.

The single shot chip seal consists of an application of emulsified asphalt and a layer of fine aggregate. The emulsified asphalt is CRS-3P which is a Cationic, Rapid Setting (CRS) emulsified asphalt applied at a target rate of 0.45 gallons per square yard and the aggregate is a crushed rock sized from 3/8” to No. 4 size. This is commonly referred to as “3/8-4”, where the “4” represents a size of the screen used in the quarrying process that has 4 openings per inch. The target application rate for the rock is 28 pounds per square yard. Finally, a fog seal is applied consisting of emulsified asphalt (CSS-1h diluted) shot at a fine mist (0.14 gal/sq. yd.). CSS-1h is a Cationic, Slow Setting harden base.

As is typical with most localities, contractors interested in chip seal work are few and far between in the Northwest. A number of counties in Oregon perform their own chip and fog seals, including Washington, Lane, Marion and Deschutes Counties to name a few. However, due to their own work loads and limitations of weather, it is difficult to get on their schedule to have the work performed.

We have contacted three private contractors that specialize in chip and fog seals. The quotes to perform this work are as follows:

<u>Bidder</u>	<u>Amount</u>
Sierra Santa Fe Corporation	\$84,953
Bretthauer Road Oil	No bid – work cannot be scheduled in July/August
Central Oregon Paving	No bid – work cannot be scheduled in July/August

Sierra Santa Fe Corporation has been performing chip and fog seals for more than 30 years and completed the Oak Street, 35th to 46th streets chip/fog seal and MicroCoat application for Florence last summer. They are also prequalified with the State of Oregon Department of Transportation.

Public Works has verified, in accordance with ORS 279C.375, that the Contractor has had no disciplinary action by the Construction Contractor's Board (CCB); nor is the Contractor listed on the Oregon Bureau of Labor and Industries (BOLI) ineligible list or the Federal Excluded Parties List System (EPLS).

FISCAL IMPACT:

Sierra Santa Fe Corporation was the responsive bidder that can perform the work. Funding for this project is included in the FY 2017-19 Biennium Street Capital Budget and the project is fully funded. Project is scheduled to start in July/August 2018.

RELEVANCE TO ADOPTED CITY WORK PLAN:

- City Service Delivery – improving the delivery of cost effective and efficient services by maintaining and enhancing infrastructure as feasible.
- Livability & Quality of Life – implement City's 2017/19 Capital Improvement Program.
- Financial & Organizational Sustainability – using a pavement maintenance practice that extends pavement life and provides a good driving surface that is very cost effective.

ALTERNATIVES: 1. Do not award bid.
 2. Do not construct project.

RECOMMENDATION:

Staff recommends that the City Council accept the proposal from Sierra Santa Fe Corporation and authorize the City Manager to proceed with a contract.

AIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other
Comments:

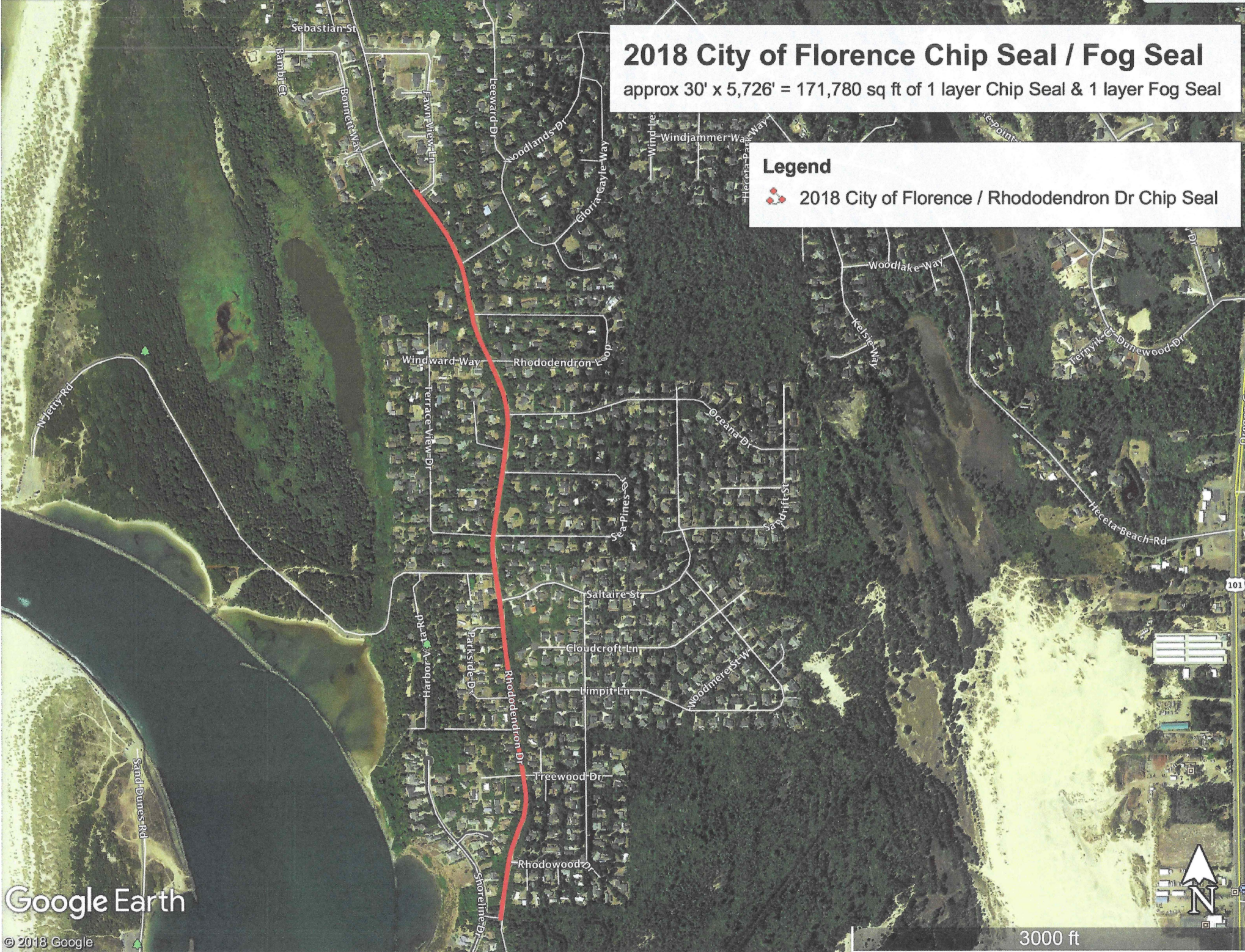
ITEMS ATTACHED: Map of Project Area

2018 City of Florence Chip Seal / Fog Seal

approx 30' x 5,726' = 171,780 sq ft of 1 layer Chip Seal & 1 layer Fog Seal

Legend

 2018 City of Florence / Rhododendron Dr Chip Seal



AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 8
Meeting Date: June 4, 2018
Department: City Manager

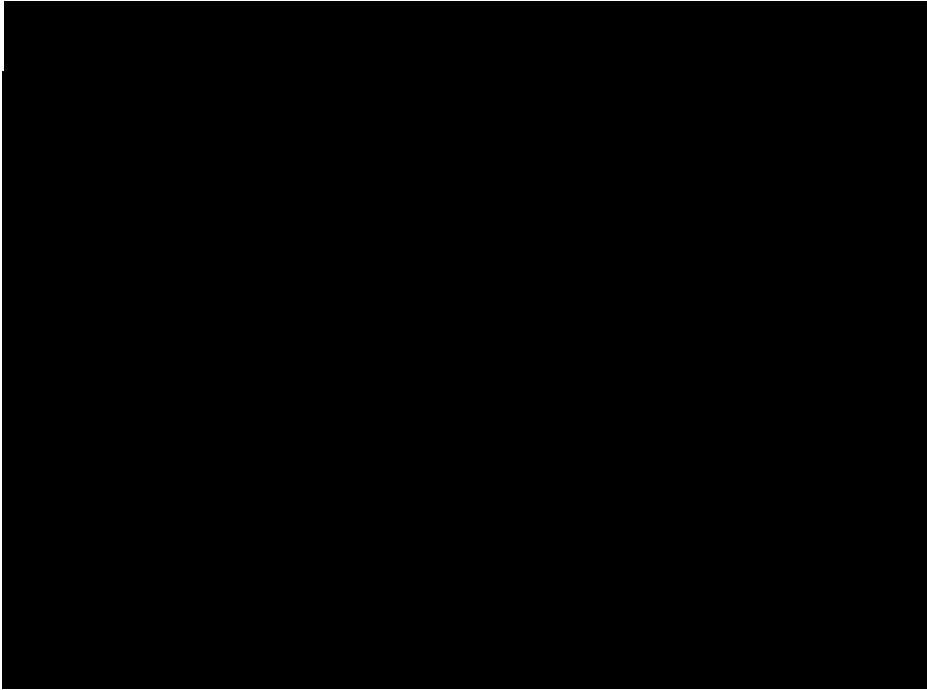
ITEM TITLE: CITY MANAGER REPORT & DISCUSSION ITEMS

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 9
Meeting Date: June 4, 2018
Department: City Council

ITEM TITLE: CITY COUNCIL REPORTS & DISCUSSION ITEMS

Florence City Council Calendar - 2018



June

M	Tu	W	Th	F	Sa/Su
				1	2 & 3
4 Council Meeting	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 - Tentative	21	22	23 & 24
25	26	27	28	29	30 & 1

July

M	Tu	W	Th	F	Sa/Su
2 Council Meeting Canceled	3	4 Independence Day Holiday Council Work Session Canceled	5	6	7 & 8
9	10	11	12	13	14 & 15
16 Council Meeting	17	18 Council Work Session - Tentative	19	20	21 & 22
23	24	25	26 & 27 2018 Oregon Mayor's Conference - in Florence!		28 & 29
30	31				

August

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