



City of Florence
A City in Motion

City of Florence Council Regular Session

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

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

August 19, 2019

AGENDA

5:30 p.m.

Councilors:

Joe Henry, Mayor

Woody Woodbury, Council President Ron Preisler, Council Vice-President
Joshua Greene, Councilor Geraldine Lucio, 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 displayed live on Cable Channel 191 and rebroadcasted on Channel 191 and the City of Florence Vimeo Site.

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

5:30 p.m.

PRESENTATIONS & ANNOUNCEMENTS

- Constitution Week Proclamation – September 17-23, 2019

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 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.

PUBLIC HEARING AND ACTION ITEMS

The public will have an opportunity to offer comments on public hearing 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 five (5) minutes per person. Speakers may not yield their time to others.

2. AIRPORT ROAD HOUSING DEVELOPMENT

A. PUBLIC HEARING

Hear and consider written or oral testimony regarding the proposed option agreement and agreement to purchase and sell real property for the sale of city owned property located at 1424 Airport Road.

Kelli Weese
City Recorder /
Economic
Development
Coordinator

B. PROPERTY SALES AGREEMENT

Consider authorizing City Manager Erin Reynolds to sign and execute on behalf of the City the property sales agreement with Willamette Neighborhood Housing Services for the sale of 1424 Airport Road.

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.

3. ENGINEERING SERVICES FOR 9TH STREET IMPROVEMENTS

Consider accepting the engineering services proposal from Civil West Engineering, Inc. for the 9th Street water and roadway improvements and authorize the City Manager to proceed with a professional services contract.

Mike Miller
Public Works
Director

REPORT & DISCUSSION ITEMS

4. QUARTERLY FINANCIAL REPORT

Report on the City of Florence Fiscal Year 2017-19 financials for the period ending June 30, 2019.

Anne Baker
Administrative
Services Director

5. CITY MANAGER REPORTS & DISCUSSION ITEMS

- All Roads Transportation Safety (ARTS) Program Grant
- Release of Estuary Trail Funds
- TsunamiReady (TR) and StormReady (SR) Designation Renewal

Erin Reynolds
City Manager

6. CITY COUNCIL REPORTS & DISCUSSION ITEMS

- Florence Urban Renewal Agency and Public Arts Committee City Council Ex-Officio Appointments

Joe Henry
Mayor

COUNCIL CALENDAR

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

Date	Time	Description
September 2, 2019	- - -	Labor Day Holiday City Offices Closed
		City Council Work Session Canceled
		City Council Meeting Canceled
September 16, 2019	10:30 a.m.	City Council Work Session <i>Tentative</i>
September 16, 2019	5:30 p.m.	City Council Meeting
October 7, 2019	10:30 a.m.	City Council Work Session <i>Tentative</i>
October 7, 2019	5:30 p.m.	City Council Meeting
October 21, 2019	- - -	City Council Work Session Canceled
		City Council Meeting Rescheduled to October 28th
October 28, 2019	5:30 p.m.	City Council Meeting <i>Tentative</i>

PROCLAMATION

Office of the Mayor, City of Florence



Constitution Week 2019

WHEREAS, September 17, 2019 marks the 232nd anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

WHEREAS, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

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

NOW, THEREFORE, I, Joe Henry, Mayor of the City of Florence, do hereby proclaim September 17 through 23, 2019 to be "**Constitution Week**" in the City of Florence and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the City of Florence on this 19th day of August 2019.



Joe Henry, Mayor

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 1
Meeting Date: August 19, 2019
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.

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AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

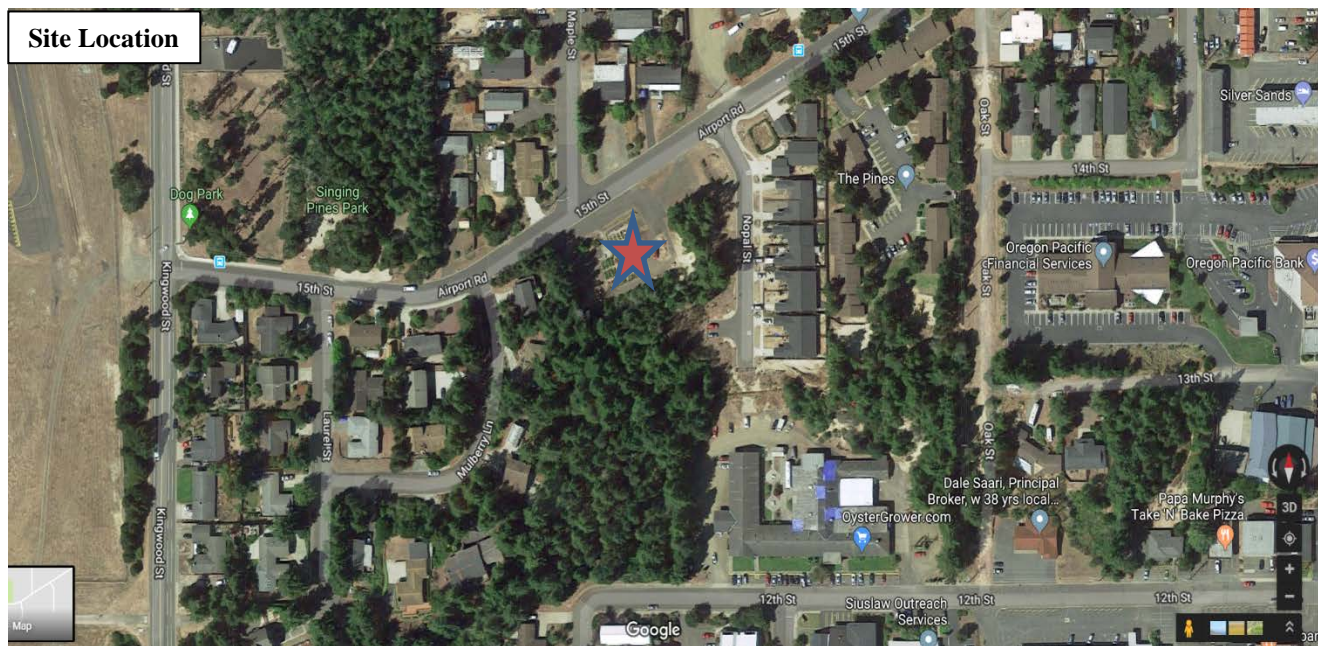
ITEM NO: 2
Meeting Date: August 19, 2019
Department: Administration

ITEM TITLE: Neighborhood Economic Development Corporation (NEDCO)
Agreement to Purchase and Sell Real Property

DISCUSSION/ISSUE:

History / Background

In June of 2018, the City Council authorized the City Manager to execute the Option Agreement and Agreement to purchase and sell real property for the proposed sale of 1424 Airport Road. This action item sought to partner with the Neighborhood Economic Development Corporation (NEDCO) on establishment of a housing development on the City owned property 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 Florence First Harvest Community Garden.



Funding

Once an option agreement was completed, NEDCO submitted an Oregon Housing & Community Services LIFT Homeownership / Land Trust grant. This grant is specific to programs that develop affordable homeownership units for low-mid income families (below 80% area median income). LIFT Homeownership is a new funding source for the state, with \$8 million made available in the first application round, and half of the funding has a soft set aside for rural communities under 15,000. In October 2018, NEDCO was notified that they were successful in

receiving grant funding for the Florence project. Florence was one of 14 projects funded in the State of Oregon. The Florence project, in conjunction with its sister project in Cottage Grove, represents the 4th largest project funded with LIFT funding.

Project Delay

When the City Council approved the project in June of 2018, NEDCO anticipated a ground breaking in the winter of 2018, with project completion by the end of 2019. However, in working through the grant process with Oregon Housing and Community Services (OHCS) it became apparent that the new form of funding through the LIFT program would require OHCS to create new processes for allocation / distribution as well as write new legal documents. This has meant that the funding process has taken more time to implement than originally anticipated. The new administration for this program has meant that no LIFT homeownership project has yet to close throughout the entire State of Oregon, not just Florence. Recent conversations with OHCS indicate a target close date of September 30th for project financing.

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 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. Cottage cluster housing developments are small developments of homes around a common space. They often share parking areas, garden space and other amenities. (Attachment 3)

The current site plan includes 12 homes including a mix of 1, 2, and 3-bedroom units. The priorities for the project will include quality / durable homes with a focus on cost efficiency. The units are currently being designed with an eye 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. 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).



Project Timeline

With consideration for the financing delays, the new project timeline is estimated as follows:

	2019		2020				2021	
	<i>Fall</i>	<i>Winter</i>	<i>Spring</i>	<i>Summer</i>	<i>Fall</i>	<i>Winter</i>	<i>Spring</i>	<i>Summer</i>
Purchase Property / Land Use Process								
Ground-Breaking								
80% Completion								
Construction Completion								
Final Occupancy								

Mortgage & Income Guidelines

Once the project is completed, the individual homes are then sold to low/moderate income families below 80% of Area Median Income ‘AMI’. Based on 2019 income guidelines, qualifying household incomes would be:

- 1 person household - \$36,350 or less
- 2 person household - \$41,550 or less
- 3 person household - \$46,750 or less
- 4 person household - \$51,900 or less
- 5 person household - \$56,100 or less

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.

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, etc. NEDCO has over 35 years of experience in administration of similar properties and as the knowledge and resources to maintain the property over the long term. (Attachment 6)

Home Prices & Affordability

The estimated sales prices for the homes, and in turn the proposed monthly payments are shown in the table below:

	Estimated Sales Price	Estimated Mortgage <i>(with \$10,000 down payment assistance program and \$4,000 matched savings)</i>	Estimated Monthly Mortgage Payment <i>(3-5% Interest – Not including taxes, insurance etc.)</i>	Estimated Rental Monthly Cost Comparison
1 Bedroom	\$160,000	\$146,000	\$675 - \$859	\$800 - \$900
2 Bedroom - Small	\$174,000	\$160,000	\$734 - \$934	\$1,000 - \$1,100
2 Bedroom – Standard	\$182,000	\$168,000	\$767 - \$977	\$1,100 - \$1,300
3 Bedroom	\$200,000	\$186,000	\$843 - \$1,074	\$1,300 - \$1,600

Results of Public Outreach

Over the past year, NEDCO has hosted three forums to begin recruiting potential buyers for the homes. Each event has yielded between 25-30 participants per session. Participants at the outreach events comprised of Florence residents, lenders, real-estate agents, the local newspaper and city officials. Following each of the information sessions, NEDCO held a free “ABC’s of Home Buying” class, that hosted an additional seven participants.

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). NEDCO currently owns 23 rental units in Lane County and have developed and sold more than 100 homes for low-moderate income homebuyers.

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 5)

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 in the grant application.

City of Florence Financial Support

With receipt of the Oregon Housing and Community Services LIFT Homeownership / Land Trust grant, and with support from the City of Florence by way of sale of the Airport Road property, the proposed project is able to be completed. In order to complete the funding process, the developer (NEDCO/WNHS) must be able to prove 'site control' of the property - so that the state has assurances that the project can move forward if/when funds are awarded.

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 an additional \$450,000-\$600,000 to mitigate the dune on site, it is crucial to the project completion budget that the land be acquired by NEDCO for little or no cost.

The Option Agreement and Agreement to purchase and sell real property approved by the City Council on June 18, 2018 has expired as of June 30, 2019. Should the City wish to proceed with the proposed project, a new option agreement will need to be negotiated between NEDCO and the City of Florence.

Next Steps:

At the August 19th City Council meeting, NEDCO Executive Director Emily Reiman and Director of Real Estate Development Erin Dey will be presenting information about the proposed development. The Council will then be tasked with consideration on the proposed option agreement for the sale of City property located at 1424 Airport Road. Oregon State Law requires jurisdictions to hear constituents in a public hearing prior to the sale of public property to private parties.

The proposed 'Option Agreement and Agreement to Purchase and Sell Real Property' represents an agreement between the City of Florence and NEDCO / WNHS (see below) to sell the property (1424 Airport Road) at a price of \$0, should NEDCO / WNHS receive funding for an affordable housing project at that location. The agreement also delineates timelines for project groundbreaking and completion. The proposed agreement term is until January 31, 2020.

The City Council will hold a public hearing considering the proposed sale agreement as a sale of the property, and will deliberate on such testimony received and consider the proposed sales agreement under the following terms:

1424 Airport Road: Located along Airport Road / 15th Street, just West of the Habitat for Humanity Keener Place Development, and just South of the Boys and Girls Club Facility and Miller Park. (TL 18-12-27-10-15400)

- Lot Size: 1.73 acres / 73,359 sq. ft.
- Zoning: Multiple-Family Residential

Proposed Agreement to Purchase and Sell Real Property Terms

Proposed Buyer:	Corvallis Neighborhood Housing Services, Inc. doing business as Willamette Neighborhood Housing Services (WNHS) – as a partner with the Neighborhood Economic Development Corporation (NEDCO)
Term of Agreement:	To Expire January 31, 2020
Purchase Price:	\$0

Evidence of Property Value

As of 2018, the real market value of the property, according to the Lane County tax rolls was \$245,522. A similarly zoned property recently sold in Florence for \$213,333 / acre (*actual property sales was \$160,000 for a 0.75 acre parcel*). Utilization of this data marks an estimated property value for the 1424 Airport Road site at \$66,133 utilizing an estimate of the 0.31 acre of buildable site area available without dune mitigation.

Purpose of Sales Price Below Estimated Property Value

The property is proposed to be sold to WNHS / NEDCO for \$0 which is well below the estimated value of the property. This represents the City of Florence’s capacity to provide financial support for the proposed project, which would not be viable without local government financial support.

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 for a competitive grant application, the City of Florence agreed to confer the property to WNHS / NEDCO for \$0 in June of 2018. The current proposal is to continue with this proposed sales price.

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 a modest sales price of \$140,000, the City of Florence would receive an estimated \$4,641 in additional tax dollars per year.

RELEVANCE TO ADOPTED CITY WORK PLAN:

The City of Florence's Number One Priority for the 2019 – 2021 Work Plan is Housing Efforts and Initiatives.

- Housing Development: Objective 1: Support community partners in development of workforce / affordable housing
 - Task 1: Support Neighborhood Economic Development Corporation (NEDCO) with development of Airport Road site.

ALTERNATIVES:

1. Authorize the City Manager to execute the Option Agreement and Agreement to Purchase and Sell Real Property on behalf of the City of Florence.
2. Recommend amendments to the Option Agreement and Agreement to Purchase and Sell Real Property and authorize the City Manager to execute the amended agreement on behalf of the City of Florence.
3. Do not authorize the execution of the agreement.

RECOMMENDATION:

Authorize the City Manager to execute the Option Agreement and Agreement to Purchase and Sell Real Property with the proposed sale of 1424 Airport Road to Corvallis Neighborhood Housing Services, Inc. doing business as Willamette Neighborhood Housing Services (WNHS) for the sales price of \$0.

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

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments: *ER Reynolds*

ITEM'S ATTACHED:

- Attachment 1 – Area Map
- Attachment 2 – Property Information
- Attachment 3 – Florence Cottage Cluster Site Plan
- Attachment 4 - Cottage Cluster Housing Fact Sheet
- Attachment 5 – NEDCO / WNHS Merger Fact Sheet
- Attachment 6 – NEDCO Relevant Work Experience

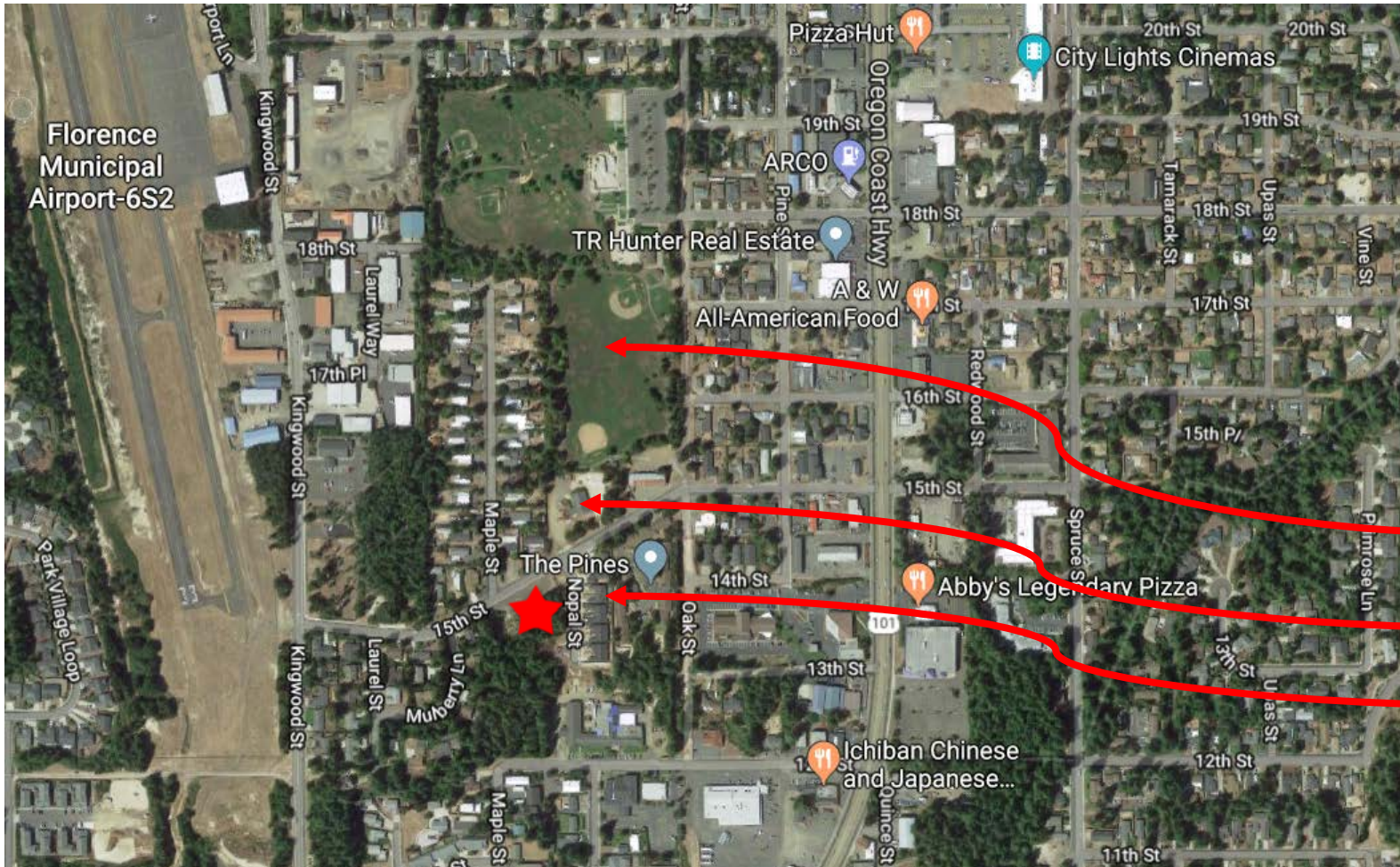
Items Available for Reference:

- June 4, 2018 City Council Meeting Materials
 - <https://www.ci.florence.or.us/council/city-council-meeting-148>
- June 18, 2018 City Council Meeting Materials
 - <https://www.ci.florence.or.us/council/city-council-meeting-149>

Site Overview

Lot Size: 1.73 Acres / 73,359 sq. ft.
Zoning: Multiple Family Residential

- Previous Site of the Florence Senior Center
- Current Site of the Florence First Harvest Community Garden



- Miller Park
- Boys & Girls Club
- Habitat for Humanity 'Keener' Place



Site Address 1424 Airport Rd Florence, OR 97439
Map & Taxlot# 18-12-27-10-15400
SIC N/A
Tax Account# 1840337

Property Owner 1
 City of Florence
 250 Hwy 101
 Florence, OR 97439
 Tax account acreage 1.73
 Mapped taxlot acreage[†] 1.73

[†] Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

Maps

Map & Taxlot # 18-12-27-10-15400



Business Information

Improvements

Site Address Information

1424 Airport Rd
 Florence, OR 97439

House #	1424	Suffix	N/A	Pre-directional	N/A
Street Name	Airport	Street Type	Rd	Unit type / #	N/A
Mail City	Florence	State	OR	Zip Code	97439
Zip + 4	N/A				

Land Use 7690 Other Parks
 USPS Carrier Route N/A

General Taxlot Characteristics

- Geographic Coordinates
X 3972341 **Y** 863080 (State Plane X,Y)
Latitude 43.9787 **Longitude** -124.1059

Zoning

Zoning Jurisdiction Florence
 Florence
Parent Zone RM Multiple Family Residential

Land Use

General Land Use
Code Description
 V Vacant

Detailed Land Use
Code Description
 9100 Vacant, Unused, Undeveloped Land

Taxlot Characteristics

Incorporated City Limits	Florence
Urban Growth Boundary	Florence
Year Annexed	N/A
Annexation #	N/A
Approximate Taxlot Acreage	1.73
Approx Taxlot Sq Footage	75,359
Plan Designation	High Density Residential
Eugene Neighborhood	N/A
Metro Area Nodal Dev Area	No
Septic	data not available
Well	data not available
Landscaping Quality	data not available
Historic Property Name	N/A
City Historic Landmark?	No
National Historical Register?	No

Service Providers

Fire Protection Provider Siuslaw Valley Fire & Rescue
 Ambulance Provider Western Lane Ambulance
 Ambulance District WE
 Ambulance Service Area Western
 LTD Service Area? No
 LTD Ride Source? No

Environmental Data

FEMA Flood Hazard Zone

Code Description

X Areas determined to be outside of 500-year flood.

FIRM Map Number 41039C1426F
 Community Number 410123
 Post-FIRM Date 05/17/1982
 Panel Printed? Yes

Soils

Soil Map Unit#	Soil Type Description	% of Taxlot	Ag Class	Hydric %
131E	Waldport fine sand, 12 to 30 percent slopes	75%	7	6
131C	Waldport fine sand, 0 to 12 percent slopes	25%	6	8

Schools

School District	Code	Name
Elementary School	97J	Siuslaw
Middle School	609	Siuslaw
High School	608	Siuslaw
	610	Siuslaw

Political Districts

Election Precinct	4601	State Representative District 9	Emerald PUD Board Zone	N/A
City Council Ward	N/A	State Representative	Caddy McKeown	Heceta PUD Board Zone
City Councilor	N/A	State Senate District	5	Central Lincoln PUD Board Zone 4
County Commissioner District 1 (West)		State Senator	Arnie Roblan	Soil Water Cons. Dist/Zone
County Commissioner	Jay Bozievich			Siuslaw / 1
EWEB Commissioner	N/A			
LCC Board Zone	1			

Census Information

The information provided below is only a small sampling of the information available from the US Census Bureau. The links at the end of each section below will take you to source tables at American Fact Finder, with additional details. Those links will take you to the most current estimates, but estimates for several previous years will also be available.

To view more Census detail about this tract, visit [Census Reporter](#).

Demographic Characteristics

	Tract 0705		Florence		Lane County		Oregon	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Total Population	3,826	+/-305	8,678	+/-37	363,471	*****	4,025,127	*****
Percent age 5 and Under	2.1%	+/-1.3	4.0%	+/-1.5	5.0%	*****	5.8%	+/-0.1
Percent Age 18 and Over	87.7%	+/-3.8	86.7%	+/-2.2	81.0%	*****	78.5%	+/-0.1
Percent Age 65 and Over	36.8%	+/-5.2	41.4%	+/-3.8	17.7%	+/-0.1	16.3%	+/-0.1
Median Age	57.7	+/-3.2	60.4	+/-1.9	39.4	+/-0.2	39.2	+/-0.2

For a complete breakdown of population by age, gender, race, ethnicity and more, visit [American Fact Finder](#).

Housing Characteristics

	Tract 0705		Florence		Lane County		Oregon	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Occupied Housing Units	1,926	+/-141	4,381	+/-176	148,752	+/-787	1,571,631	+/-4,213
Vacant Housing Units	345	+/-141	995	+/-193	11,688	+/-774	161,410	+/-3,975
Percent Owner Occupied Housing Units	52.6%	+/-6.3	63.1%	+/-4.2	58.8%	+/-0.7	61.7%	+/-0.3
Percent Renter Occupied Housing Units	47.4%	+/-6.3	36.9%	+/-4.2	41.2%	+/-0.7	38.3%	+/-0.3
Homeowner Vacancy Rate	2.3%	+/-3.4	2.8%	+/-2.1	1.3%	+/-0.3	1.5%	+/-0.1
Rental Vacancy Rate	3.6%	+/-4.9	9.7%	+/-5.5	3.9%	+/-0.7	3.7%	+/-0.2
Median House Value (dollars)	152,100	+/-14,389	186,500	+/-14,504	232,800	+/-2,334	265,700	+/-1,159
Median Monthly Mortgage (dollars)	990	+/-141	1,115	+/-78	1,454	+/-16	1,594	+/-6
Median Monthly Rent (dollars)	823	+/-80	797	+/-94	921	+/-11	988	+/-4

For a complete breakdown of housing by tenure, number of bedrooms, year built and more, visit [American Fact Finder](#).

Economic Characteristics

	Tract 0705		Florence		Lane County		Oregon	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Median Household Income (dollars)	(X)	(X)	(X)	(X)	(X)	(X)	(X)	(X)
Unemployment Rate	(X)	(X)	(X)	(X)	(X)	(X)	(X)	(X)
Poverty Rate	17.4%	+/-5.5	18.6%	+/-3.8	18.8%	+/-0.7	14.9%	+/-0.3

For a complete breakdown of incomes, poverty, employment, commute patterns and more, visit [American Fact Finder](#).

Social Characteristics

	Tract 0705		Florence		Lane County		Oregon	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Percent Bachelor Degree or Higher	20.0%	+/-4.3	23.4%	+/-3.0	29.6%	+/-0.6	32.3%	+/-0.2

Percent High School Graduate or Higher 89.0% +/-5.0 91.0% +/-2.6 91.5% +/-0.5 90.2% +/-0.2
 For a complete breakdown of educational attainment, school enrollment, marital status, ancestry and more, visit [American Fact Finder](#).

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates

Explanation of Symbols:
 An '*****' entry in the margin of error column indicates that the estimate is controlled, and a margin of error is not provided.

Liens

Building Permits

Land Use Applications

Petitions

Tax Statements & Tax Receipts

Account#: 1840337

View tax statement(s) for:

- 2018
- 2017

Tax Receipts

Receipt Date	Amount Received	Tax	Discount	Interest	Applied Amount
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Data source: Lane County Assessment and Taxation

Owner/Taxpayer

Owners

Owner	Address	City/State/Zip
City of Florence	250 Hwy 101	Florence, OR 97439

Taxpayer

Party Name	Address	City/State/Zip
City of Florence	250 Hwy 101	Florence, OR 97439

Data source: Lane County Assessment and Taxation

Account Status

Status Active Account Current Tax Year

Account Status	none
Remarks	none
Special Assessment Program	N/A

Data source: Lane County Assessment and Taxation

General Tax Account Information

Tax Account Acreage	1.73
Fire Acres	N/A
Property Class	700 - Multi-family, vacant
Statistical Class	N/A
Neighborhood	89702 - Florence - City
Category	Land and Improvements

Data source: Lane County Assessment and Taxation

Township-Range-Section / Subdivision Data

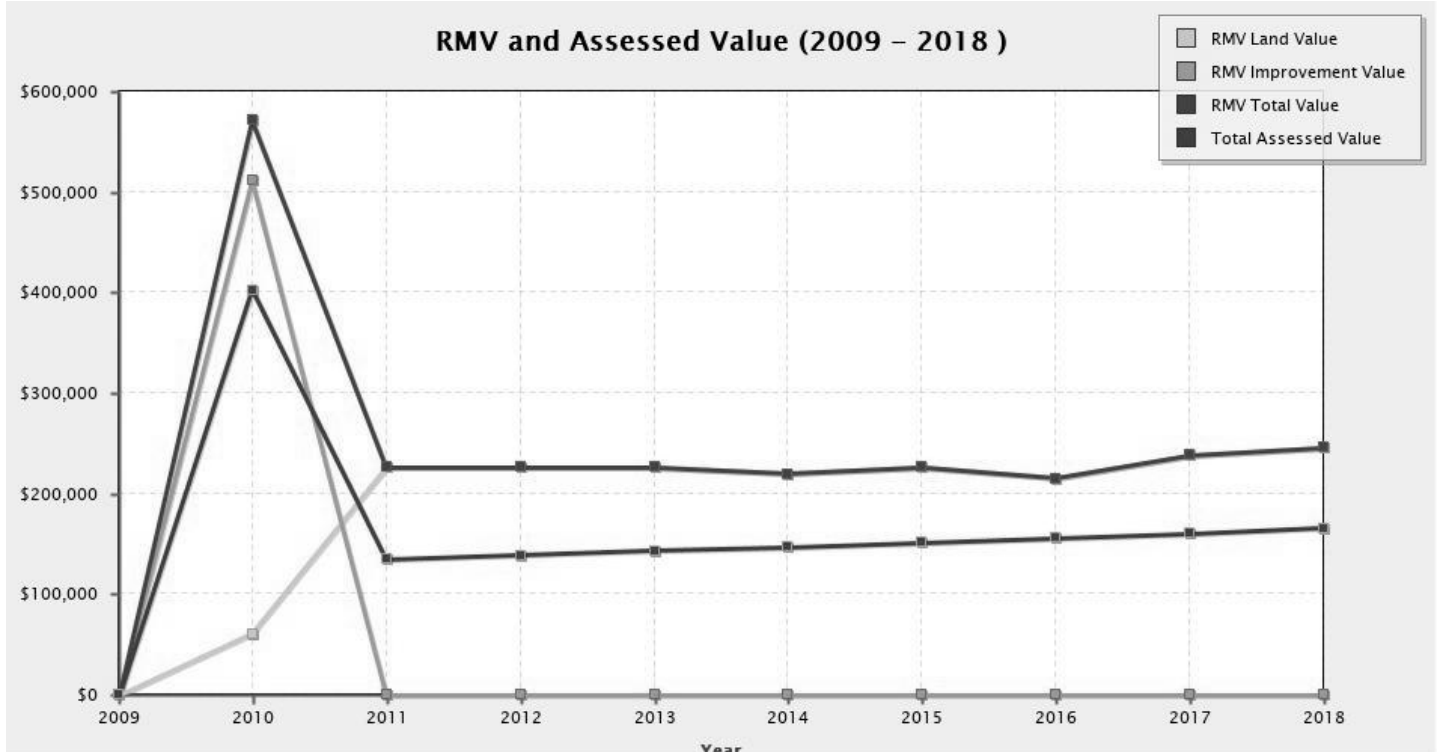
Subdivision Type	Subdivision Plat	Subdivision Name	Keener Place Pud Phase	Subdivision Number	N/A
Phase	N/A	Lot/Tract/Unit #	Parcel 11 TL 15400	Recording Number	2010-011236

Data source: Lane County Assessment and Taxation

Property Values & Taxes

The values shown are the values certified in October unless a value change has been processed on the property. Value changes typically occur as a result of appeals, clerical errors and omitted property. The tax shown is the amount certified in October. This is the full amount of tax for the year indicated and does not include any discounts offered, payments made, interest owing or previous years owing. It also does not reflect any value changes.

Year	Real Market Value (RMV)			Total Assessed Value	Tax
	Land	Improvement	Total		
2018	\$245,522	\$0	\$245,522	\$165,234	\$ 0.00
2017	\$238,371	\$0	\$238,371	\$160,421	\$ 0.00
2016	\$214,749	\$0	\$214,749	\$155,749	\$ 0.00
2015	\$226,052	\$0	\$226,052	\$151,213	\$ 0.00
2014	\$219,468	\$0	\$219,468	\$146,809	\$ 0.00
2013	\$226,256	\$0	\$226,256	\$142,533	\$ 0.00
2012	\$226,256	\$0	\$226,256	\$138,382	\$ 0.00
2011	\$226,256	\$0	\$226,256	\$134,351	\$ 0.00
2010	\$60,030	\$510,780	\$570,810	\$402,661	\$ 0.00
2009	\$0	\$0	\$0	\$0	\$ 0.00



Current Year Assessed Value	\$165,234
Less Exemption Amount *	(\$165,234)
Taxable Value	\$0

* Frozen Assessed Value

Exemption Type Cities and Towns

Data source: Lane County Assessment and Taxation

Tax Code Area & Taxing Districts

Tax Code Area (Levy Code) for current tax year 09700
 Taxing Districts for TCA 09700
 Central Lincoln Pud
 City of Florence
 Lane Community College
 Lane County
 Lane Education Service District
 Port of Siuslaw
 Siuslaw Public Library District
 Siuslaw School District 97J
 Siuslaw Valley Fire & Rescue
 Urban Renewal Agency of City of Florence
 Western Lane Ambulance District

****NOTE** Lane County Assessment and Taxation Tax Code Area & Taxing Districts reflect the current certified year. The **Billing Rate Document** may still reference the prior year's rates and details until we receive the current report from Lane County.

Data source: Lane County Assessment and Taxation

Sales & Ownership Changes

No sales or ownership change data available.

Data source: Lane County Assessment and Taxation

Log Off

Generated by City of Florence on Aug 12, 2019 at 7:08am using Regional Land Information Database, <https://www.rlid.org/>

15TH & NOPAL COMMUNITY CLUSTER

LEGEND

- STORM SEWER
- SANITARY SEWER
- WATER LINE
- STORM MM
- SANITARY MM
- STREET LIGHT
- END CAP
- WATER VALVE
- BLOW OFF POST
- HYDRANT
- FIRE HYDRANT
- WATER SERVICE
- STANDARD BLOW OFF
- CURB INLET
- CANOPY TREE
- FENCE
- LANDSCAPING
- PROPERTY LINE



PRELIMINARY SITE PLAN



NORTH



PROPERTY INFORMATION

ADDRESS: 5TH & NOPAL ST, FLORENCE, OR
 AREA: 1.7 ACRES / 75183 SF
 ZONING DESIGNATION: MULTI-FAMILY

JUNE 25, 2018

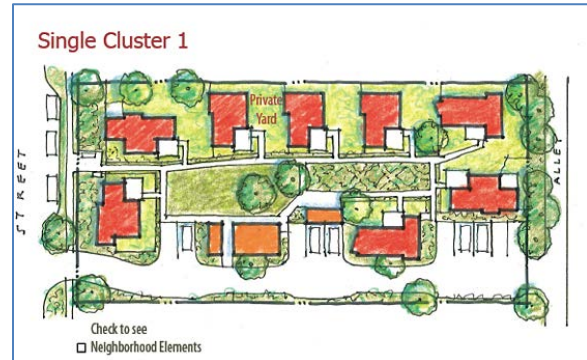


What is a Cottage House?

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.





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. The legal merger was completed January 1, 2019. 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 Transition Plan:

The directors of WNHS and NEDCO oversaw the merger through a creative leadership transition. Jim Moorefield, WNHS Executive Director, retired from his role as WNHS Executive Director in May 2018. Brigetta Olson, WNHS Deputy Director, became Interim Executive Director until the merger (1/1/19), at which point Emily Reiman, NEDCO's Executive Director became the CEO of the merged organization with Brigetta as COO. After his retirement, Jim acted as a project manager for the merger as a consultant. The boards of directors also merged, 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 in September, 2019

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.

AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 3
Meeting Date: August 19, 2019
Department: Public Works

ITEM TITLE: Engineering Services for 9th Street Water and Roadway Improvements

DISCUSSION/ISSUE:

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

The City has identified and budgeted funding during the 2019-21 biennium to replace the existing 8-inch and 6-inch water mains along 9th Street between Rhododendron and Kingwood streets and along Kingwood between 9th Street and Rhododendron Drive. The 8-inch and 6-inch water mains will be replaced with approximately 3,300 feet of 16-inch water main. The project will also include stormwater improvements and repairs to the culvert/ditch inlet just north of 9th Street within the Ivy Street right-of-way and potential stormwater pipe replacement along 9th Street between Ivy and Elm streets.

The City's Water Master Plan also supports this upgrade. Additionally, in 2017 the City completed the first phase of the project by extending a 16-inch water main on Kingwood Street from 2nd to Rhododendron and along Rhododendron from Kingwood to 9th Street.

With our holistic approach to utility and roadway improvements, the engineering work will also incorporate a 2-inch grind and inlay with glass grid (paving fabric), new pedestrian ramps and driveways to satisfy federal accessibility requirements, striping and other miscellaneous roadway improvements.

Staff has reviewed the proposed scope of services for the project, including the work tasks and fees, and finds the proposal to be adequate and within reason for projects of this scope. The proposal of \$215,180 is a not-to-exceed maximum for the scope of the design and construction services for the water and roadway improvement project.

The preliminary schedule for the project is:

- Notice to proceed to Civil West Engineering Services, Inc. August 20, 2019
 - 35% Plan set submitted for review December 2019
 - 65% Plan set submitted for review May 2020
 - Final Plans submitted August 2020
 - Project to Bid September 2020
 - Begin Construction October 2020
 - Construction completed April 2021
-

FISCAL IMPACT:

The engineering fee proposal from Civil West Engineering Services, Inc. is not to exceed \$215,180. The total preliminary estimated project costs that were used for the 2019-21 biennium budget was \$1,800,000. The engineering service fee represents 11.95-percent of the overall project budget.

RELEVANCE TO ADOPTED CITY WORK PLAN:

- City Service Delivery – improving, maintaining and enhancing our infrastructure as feasible.
- Livability & Quality of Life – by providing water facilities that will support new development, modern fire flow requirements, as well as stormwater facilities to prevent localized flooding to an area of the community. Being responsive to our community’s needs with efficient, effective and sustainable service delivery.
- Economic Development – quality water facilities as well as transportation facilities enhances the redevelopment potential of this area.
- Communication & Trust – strengthening citizen trust by cooperatively working with residents for the common good.
- Financial & Organizational Sustainability – construction infrastructure that supports current and future needs.

ALTERNATIVES:

1. Accept the engineering service proposals from Civil West Engineering Services, Inc.
2. Reject the proposals from Civil West Engineering Services, Inc. and request proposals from another qualified firm.

RECOMMENDATION:

Accept the engineering services proposal from Civil West Engineering, Inc. and authorize the City Manager to proceed with a professional services contract.

AIS PREPARED BY: Mike Miller, Public Works Director

CITY MANAGER’S RECOMMENDATION: Approve Disapprove Other

Comments:

ER Reynolds

ITEM’S ATTACHED: **Attachment 1** – Area of Improvements

9th Street Water and Roadway Improvement Project



AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 4
Meeting Date: August 19, 2019
Department: City Manager / Finance

ITEM TITLE: Fourth Quarter Financial Report Fiscal Year 2018-19

DISCUSSION/ISSUE:

In an effort to improve financial and management reporting to the City Council, citizens and other interested individuals we have prepared the attached quarterly report.

FISCAL IMPACT:

Staff time to prepare.

RELEVANCE TO ADOPTED CITY WORK PLAN:

Improves financial and management reporting to inform decisions.

AIS PREPARED BY: Anne Baker, Administrative Services Director

CITY MANAGER'S RECOMMENDATION: Approve Disapprove Other

Comments:

ER Reynolds

ITEM'S ATTACHED: Attachment 1: Quarterly Report



City of Florence, Oregon

Financial Report

Quarter Ended June 30, 2019



August 19, 2019

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

We are pleased to report on activities and progress we have made on Council goals on behalf of the City of Florence for the eighth quarter of the Biennium ended June, 2019. The report includes comparisons of actual to budgeted amounts, a City-wide summary of beginning fund balance, current period resources and expenditures, and the ending fund balance for all funds and narrative explaining results and highlights for the quarter. The financial information presented is unaudited and any significant adjustment are noted.

Please note that the budgeted amounts presented reflect the City's budget for the July 1, 2017 – June 30, 2019 biennium. Additionally, we have included reporting on the City's debt such as outstanding amounts, debt coverage ratios, maturities, and interest rates.

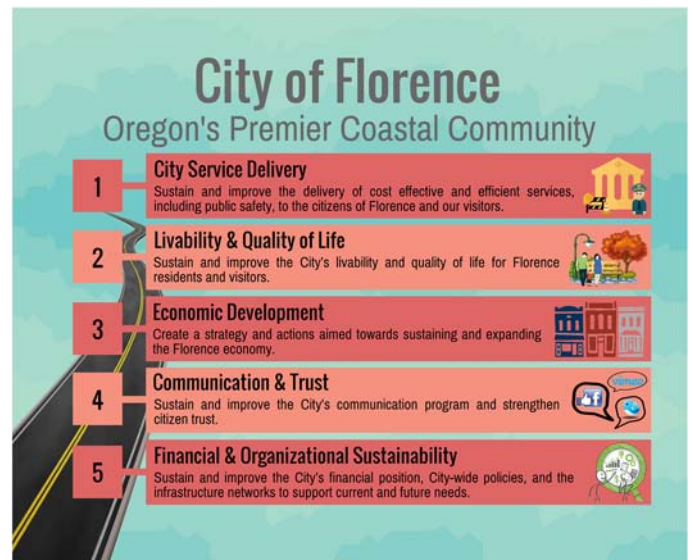
Budgeted amounts presented generally have been allocated proportionately, i.e., twelve and a half percent (12.5%) of the biennial amount for the quarter.

City Council adopted seven goals in early 2015, which were consolidated to five goals in 2016. These were reaffirmed and are still in effect.

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

Following are highlights for the quarter related to these goals:

- General Fund ended the quarter with a fund balance of \$2.118 million, \$2.089 million greater than budgeted.
- A supplemental budget was approved on June 17, 2019 that increased appropriations \$1,651,650.
- Revenue during the quarter was sufficient to meet authorized operations per the adopted budget.



Operations

- City Council
 - Approval of the City of Florence Work Plan
 - Adoption of the 2019-2021 Biennial Budget
 - Approval of the Central Lincoln PUD mural
 - Approval of the Pine Street Vacation
 - Approval of the Solid Waste Rates Adjustment
 - Approval of the construction of the Miller Park masonry wall
 - Acceptance of the Tsunami Evacuation Wayfinding Signs Grant
 - Approval of the WAVE Franchise agreement
 - Approval of the Florence Stormwater Master Plan
 - Award of contracts for 2019 street improvements including 23rd, 18th, 17th, 11th, 10th, Spruce Street, 42nd, and Rhododendron Drive
 - Approval of continuation of System Development Charge Waiver and Deferral Process
 - Approval of fiscal biennium 2017-19 Supplemental Budget
 - Approval of the two-year extension of the Tourism Marketing & Visitor Promotion Services
 - Agreement with the Florence Area Chamber of Commerce
- Economic Development
 - Preparation for and installation of the Central Lincoln PUD mural
 - Work through the Housing Code Amendment process with 3J consulting and the Community and Economic Development Committee
 - Support of the Regional Accelerator & Innovation Network (RAIN) Coastal Showcase
 - Coordination with Northwest Housing Alternatives regarding potential housing development in Florence
 - Hosting Oregon Economic Development Association at the Florence Events Center on April 18th and 19th
 - Support and Participation of the Florence Area Chamber of Commerce's creation of the Beautification for Florence group
- City Recorder
 - Coordination & participation in two City records cleanout days
- Administration
 - Completed the City Hall remodel project
 - Continued with the ReVision Florence project
 - Produced the Adopted Budget Document
 - Completed the franchise agreement with Astound Broadband, LLC (dba Wave)
 - Applied for, and received, a grant from the Oregon Department of Geology and Mineral Industries (DOGAMI) and the Oregon Office of Emergency Management (OEM) to assist with purchasing additional tsunami evacuation wayfinding signage
 - Completed the 2019-2021 City Work Plan
 - Applied for, and received, the street closure permit for the City block party
 - Planned and coordinated the 2019 City block party



- Submitted, and Council adopted, the updated 2018-2023 Lane County Multi-Jurisdiction Hazard Mitigation Plan and Annex 4 – City of Florence
- Community Development
 - Held an open house for the Residential Code Update
 - Final code recommendation drafted
 - Processed Cannery Station application, which proposes an assisted living facility, four commercial units, and one apartment
 - Launched COMCATE – a new code enforcement management software
 - Processed 214 building permits, which include 17 residential dwelling permits
 - Processed land use review applications for 20 new dwelling units (16 townhomes and four apartments)
 - EMAC distributed over 50 trees reclaimed from the City Hall site at Earth Day celebration
 - Gave presentation to 3rd graders for Building Safety Month
- Finance
 - Presented 2019-2021 Approved Biennial Budget to Council for Adoption
 - Implemented electronic timesheets
 - Installed the utility payment drop box
- Public Works
 - Adoption of Stormwater Master Plan update
 - Miller Park restroom/concession stand masonry wall contract awarded
 - Entered into engineering services with Civil West Engineering and OBEC Consulting Engineers for the Safe Routes to School project
 - Ribbon cutting and opening of Rhododendron Drive river beach park
 - Awarded the annual chip/fog seal project and the MicroCoat of the parking lots at Miller Park, City Hall, and WWTP paved areas
 - Completed City Hall landscaping and irrigation
 - Completed the Airport lighting upgrades
 - Awarded the 2019 Pavement Rehabilitation project to Knife River
 - Extended the SDC Exemption and Deferral one year
- Police
 - Purchased, and are using, an ATV in partnership with Public Works
 - The department budget was approximately \$115,000 under budget for the 2017-2019 biennium
 - Repaired the Justice Center HVAC system
 - Issued 370 traffic violations and made 198 arrests (17 DUII)
 - Dealt with two long-term staff injuries with creative scheduling and a little overtime
 - Rhody Days weekend was a success with very few issues

- Florence Events Center
 - Children's Repertoire of Oregon (CROW); ***The Wiz***
 - Florence Rhody Society; ***Early Rhody Flower Show***
 - Rhody Days
 - ***Coronation Ceremony***
 - ***Rhody Flower Show***
 - Friends of the FEC
 - ***Indoor Yard Sale***
 - ***David Frizzell & Amy Clawson Concert***
 - Chamber of Commerce
 - Siuslaw School District's Band & Choir concerts

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

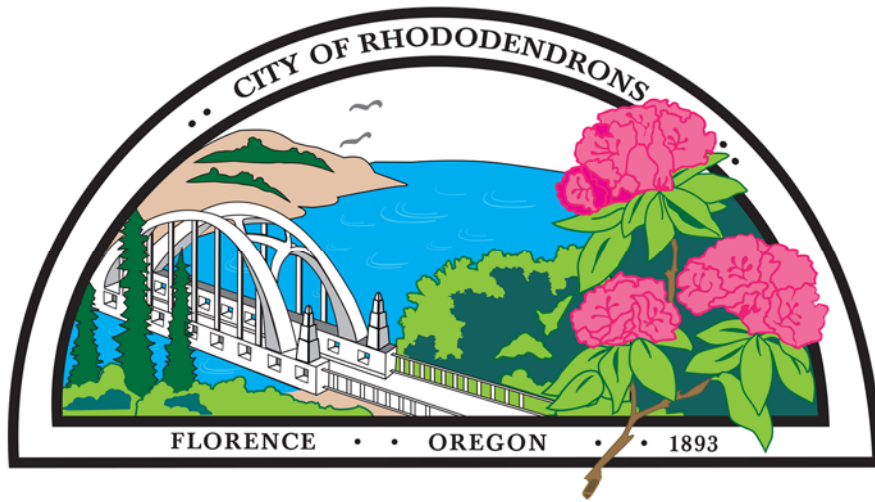
Sincerely,



Erin Reynolds, CPA
City Manager



Anne Baker, CPFO, MAcc
Administrative Services Director



City-wide - All Funds

The City began the quarter with a combined \$6.7 million fund balance. During the quarter the City received \$5.7 million in revenue, had operating expenditures of \$4.2 million and invested \$1.81 million in capital.

The City's ending combined fund balance totals \$7.3 million. The Airport Fund is reporting negative fund balance, which will be discussed later in this report.

Quarter Ended June 30, 2019

Information for the April 1 – June 30, 2019 quarter only

Fund	Beginning Fund Balance	Revenue	Debt Proceeds	Total Resources	Expenses	Capital Outlay	Debt Service	Total Expenditures	Ending Fund Balance
General	2,714,411	1,741,229	-	4,455,640	1,986,967	214,087	135,769	2,336,823	2,118,817
Street	402,534	302,568	-	705,102	176,595	29,883	120,711	327,188	377,914
9-1-1	235,208	313,291	-	548,499	171,622	-	-	171,622	376,877
Transient Room Tax	136,721	67,470	-	204,191	115,207	-	-	115,207	88,984
Events Center	447,998	192,872	-	640,870	218,184	-	-	218,184	422,686
Water	1,123,785	546,089	-	1,669,874	386,014	99,033	86,959	572,006	1,097,869
Wastewater	283,999	1,184,600	-	1,468,600	428,483	555,053	196,766	1,180,302	288,298
Stormwater	1,037,927	160,426	-	1,198,353	350,883	88,812	1,745	441,440	756,913
Airport	(144,014)	828,068	-	684,055	39,450	826,438	-	865,888	(181,833)
Public Works Admin	134,842	259,266	-	394,108	178,527	-	109,806	288,332	105,776
Street SDC	469,327	17,649	-	486,976	139	-	-	139	486,836
Water SDC	288,866	54,230	-	343,095	2,974	-	-	2,974	340,121
Wastewater SDC	481,571	56,449	-	538,020	333,085	-	-	333,085	204,935
Stormwater SDC	232,949	20,524	-	253,473	25,267	-	-	25,267	228,206
GO Debt	117,547	156,384	-	273,931	-	-	171,019	171,019	102,912
LID Debt	521,581	12,788	-	534,369	-	-	21,402	21,402	512,967
City/FURA Debt	(123,114)	(200,000)	-	(323,114)	(200,000)	-	(123,114)	(323,114)	-
Totals	8,362,138	5,713,905	-	14,076,043	4,213,396	1,813,305	721,063	6,747,765	7,328,278

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



General Fund

The City's general fund accounts for all the City's governmental operations, excluding transportation and emergency dispatch. During the quarter revenue from franchise fees, and miscellaneous were above budget. Revenue from property taxes, intergovernmental, licenses and permits and charges for services were below budget for the quarter.

For the eighth biennial quarter, franchise fees and miscellaneous revenue exceeded budgeted amounts. Intergovernmental, license and permits, and charges for service revenue for the quarter were below budget. Revenue from property taxes was below the quarter budgeted amount. Property taxes, having due dates falling in November, February, and May, are mainly received in November.

Transfers received were higher than budgeted. Debt proceeds were fully received by the quarter ended December 31, 2018.

During the quarter, expenditures for all departments were over budget. The added expense of the administrative services director and the finance manager continue to drive Administration over budget. A supplemental budget was presented to Council and adopted on June 17th to address the issue. For the full biennium all departments, with the exception of Administration (24,801), were under budget.

Capital outlay expenditures during the quarter include the final payment on the City Hall Remodel contract and the landscaping costs.

Overall, the General Fund realized a decrease in fund balance of \$.6 million during the quarter due to capital investment and increased personnel costs. For the biennium, fund balance increased \$2.6 million due to an increase in franchise fees (\$.43 million). Another primary driver improving fiscal year-end results was cost control management in all departments. The ending fund balance of \$2.1 million is approximately \$1.6 million above the minimum fund balance per the City's fiscal policies.



	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Taxes	655,226	(71,524)	(726,750)	5,241,800	5,145,604	(96,196)
Intergovernmental	126,438	78,151	(48,287)	1,011,500	1,015,628	4,128
Franchise fees	203,377	266,668	63,291	1,627,000	2,060,766	433,766
Licenses and permits	102,425	92,799	(9,626)	819,400	749,957	(69,443)
Charges for services	97,276	96,939	(337)	778,200	654,216	(123,984)
Miscellaneous	66,375	92,521	26,146	531,000	697,055	166,055
Transfers	406,726	1,185,675	778,949	3,253,800	3,072,700	(181,100)
Debt proceeds	275,000	-	(275,000)	2,200,000	3,395,000	1,195,000
Total current year resources	1,932,843	1,741,229	(191,614)	15,462,700	16,790,926	1,328,226
Expenditures						
Police	552,640	598,290	45,650	4,421,300	4,278,496	(142,804)
Community Development	201,453	230,636	29,183	1,611,600	1,466,911	(144,689)
Parks	41,443	50,305	8,862	331,500	293,646	(37,854)
Municipal Court	70,616	83,535	12,919	564,900	527,087	(37,813)
Administration	357,958	376,381	18,423	2,863,600	2,888,401	24,801
City Hall	25,353	61,094	35,741	202,800	195,930	(6,870)
Non-departmental	145,250	423,611	278,361	1,162,000	1,134,379	(27,621)
Operating expenditures	1,394,713	1,823,850	429,137	11,157,700	10,784,850	(372,850)
Capital outlay	538,339	214,087	(320,889)	4,306,700	3,947,945	(358,755)
Debt service	61,366	135,769	74,403	490,900	490,529	(371)
Transfers	162,863	163,116	253	1,302,900	1,302,900	-
Total expenditures	2,157,281	2,336,823	182,904	17,258,200	16,526,224	(731,976)
Contingency	3,691	-	-	29,529	-	-
Total other requirements	3,691	-	-	29,529	-	-
Total expenditures and other requirements	2,160,972	2,336,823	182,904	17,287,729	16,526,224	(731,976)
Resources over (under) expenditures	(224,438)	(595,594)	(374,518)	(1,795,500)	264,702	2,060,202
Beginning fund balance	228,129	2,714,411	2,933,217	1,825,029	1,854,115	3,237,016
Ending fund balance	3,691	2,118,817	2,115,126	29,529	2,118,817	2,089,288



Street Fund

This fund accounts for the City's street related activities. During the quarter, revenues received were less than budgeted with the exception of franchise fees and miscellaneous. For the biennium intergovernmental, franchise fees, and charges for services were less than budgeted (\$561k, \$18, and \$89k). Transfers in were completed in the prior quarter.

With respect to expenditures, personnel costs were slightly over budget for the quarter and for the biennium. Material and services costs were below budget for both the quarter and the biennium. Debt service payments were made on schedule and required a supplemental budget of \$45,000. Transfers were completed as budgeted. Capital outlay is less than budgeted for the quarter and biennium. Projects planned for the biennium remain uncompleted.

Overall, revenue lagged expenditures for the quarter by \$24,620, and exceeded expenditures \$235,668 for the biennium. The ending fund balance of \$377,914 is approximately \$29,500 below the minimum desired per fiscal policy.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Intergovernmental	224,638	143,021	(81,617)	1,797,100	1,235,683	(561,417)
Franchise fees	17,638	20,326	2,688	141,100	123,562	(17,538)
Charges for services	112,775	107,872	(4,903)	902,200	813,491	(88,709)
Miscellaneous	888	31,349	30,461	7,100	50,688	43,588
Transfers	28,500	-	(28,500)	228,000	228,000	-
Debt proceeds	62,500	-	(62,500)	500,000	-	(500,000)
Total current year resources	446,939	302,568	(144,371)	3,575,500	2,451,424	(1,124,076)
Expenditures						
Personnel services	17,889	18,992	1,103	143,100	143,901	801
Materials and services	70,445	70,377	(68)	563,550	550,190	(13,360)
Capital outlay	198,225	29,883	(168,342)	1,585,800	375,724	(1,210,076)
Transfers	82,751	87,225	4,474	662,000	662,000	-
Debt service	60,565	120,711	60,146	484,500	483,941	(559)
Total expenditures	429,875	327,188	(102,687)	3,438,950	2,215,756	(1,223,194)
Other requirements						
Contingency	41,055	-	-	328,442	-	-
Total other requirements	41,055	-	-	328,442	-	-
Total expenditures and other requirements	470,930	327,188	(102,687)	3,767,392	2,215,756	(1,223,194)
Resources over (under) expenditures	17,064	(24,620)	(41,684)	136,550	235,668	99,118
Beginning fund balance	23,987	402,534	378,547	191,892	142,246	(49,646)
Ending fund balance	41,051	377,914	336,863	328,442	377,914	49,472



9-1-1 Fund

This fund accounts for the area's 9-1-1 emergency dispatch operations, managed by the City. The City charges users, including the City police department, of emergency dispatch services and receives dedicated tax revenue for 9-1-1 operations. The police department charge for services is included in transfers from the general fund.

Revenue from 9-1-1 user taxes (intergovernmental) were greater than anticipated for the quarter and fiscal year. Revenue from other public safety organizations (charges for services) is below allocated budget due to timing.

Expenditures for the quarter and fiscal year were below budget.

Overall, 9-1-1 Fund revenue was greater than expenditures by \$141,669 in the quarter, and greater by \$216,884 for the biennium. Unfilled positions have contributed to lower personnel costs and an ending fund balance of \$376,877, which is approximately \$251,800 above the minimum amount established by fiscal policy (approximately \$125,000).

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Intergovernmental	19,275	25,661	6,386	154,200	206,517	52,317
Charges for services	41,238	149,612	108,374	329,900	325,196	(4,704)
Miscellaneous	-	121	121	-	3,790	3,790
Transfers	135,888	137,897	2,009	1,087,100	1,087,100	-
Total current year resources	196,401	313,291	116,890	1,571,200	1,622,603	51,403
Expenditures						
Personnel services	142,402	132,802	(9,600)	1,139,200	1,015,216	(123,984)
Materials and services	20,115	5,174	(14,941)	160,900	125,203	(35,697)
Capital outlay	2,500	-	(2,500)	20,000	-	(20,000)
Transfers	33,163	33,647	484	265,300	265,300	-
Total expenditures	198,180	171,622	(26,558)	1,585,400	1,405,719	(179,681)
Other requirements						
Contingency	17,857	-	-	142,852	-	-
Total expenditures and other requirements	216,037	171,622	(26,558)	1,728,252	1,405,719	(179,681)
Resources over (under) expenditures	(1,779)	141,669	143,448	(14,200)	216,884	231,084
Beginning fund balance	19,632	235,208	215,576	157,052	159,993	2,941
Ending fund balance	17,853	376,877	359,024	142,852	376,877	234,025



Transient Room Tax Fund

This fund accounts for the City's share of the tourism promotion tax (4%). Although tourism activity has recovered to pre-recession levels, growth has slowed as occupancy rates during peak seasons have reached capacity. Revenue for the quarter was below the allocated budget, while exceeding the fiscal biennium budget.

Transient room taxes are allocated forty percent (40%) to tourism promotion via contract with the Chamber of Commerce and sixty percent (60%) to the Florence Events Center. Monthly payments to the Chamber and transfers to the FEC were made consistent with the budget as revenue was received from the City of Eugene.

The ending fund balance exceeds the minimum fund balance per the fiscal policies by approximately \$58,000.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Taxes	98,163	67,470	(30,693)	785,300	823,621	38,321
Total current year resources	98,163	67,470	(30,693)	785,300	823,621	38,321
Expenditures						
Materials and services	39,263	53,032	13,769	314,100	322,883	8,783
Transfers	60,150	62,175	2,025	481,200	481,200	-
Total expenditures	99,413	115,207	15,794	795,300	804,083	8,783
Other requirements						
Contingency	10,050	-	-	80,402	-	-
Total expenditures and other requirements	109,463	115,207	15,794	875,702	804,083	8,783
Resources over (under) expenditures	(1,250)	(47,737)	(46,487)	(10,000)	19,538	29,538
Beginning fund balance	11,300	136,721	125,421	90,402	69,446	(20,956)
Ending fund balance	10,050	88,984	78,934	80,402	88,984	8,582



Florence Events Center Fund

This fund accounts for the activities of the City's events center.

Revenue is less than budgeted during the quarter due to the RTMP Grant being received in a prior quarter and debt proceeds not being utilized. Revenue for the biennium is over what was budgeted except for debt proceeds.

Costs are below budget for the quarter and fiscal year. In June, a supplemental budget transferring budget authority of \$50,000 from Personnel Services to materials and services was approved to address costs that were above budget for the biennium.

The FEC's major capital projects were completed in the prior fiscal year. Transfers were made as budgeted, except for the transfer to the general fund to reimburse land acquisition costs. The Event Center did not receive loan proceeds from the General Fund, therefore had no obligation to the General Fund.

Overall, the FEC Fund's revenue lagged expenditures for the quarter by \$25,312 and exceeded expenditures \$77,005 for the biennium, leaving an ending fund balance of \$422,686. The ending fund balance exceeds the minimum desired fund balance per fiscal policy by approximately \$167,000.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Intergovernmental	25,250	-	(25,250)	202,000	226,083	24,083
Charges for services	56,300	80,088	23,788	450,400	483,322	32,922
Miscellaneous	44,188	38,112	(5,201)	353,500	371,562	18,062
Transfers	74,525	74,672	147	596,200	596,200	-
Debt proceeds	25,000	-	(25,000)	200,000	-	(200,000)
Current year resources	225,263	192,872	(31,516)	1,802,100	1,677,167	(124,933)
Expenditures						
Personnel services	78,376	64,699	(13,677)	627,000	580,152	(46,848)
Materials and services	97,818	138,410	40,592	782,500	782,767	267
Capital outlay	18,625	-	(18,625)	149,000	120,743	(28,257)
Transfers	37,200	15,075	(22,125)	297,600	116,500	(181,100)
Debt service	1,763	-	(1,763)	14,100	-	(14,100)
Total expenditures	233,782	218,184	(15,598)	1,870,200	1,600,162	(270,038)
Other requirements						
Contingency	30,427	-	-	243,414	-	-
Reserved	9,875	-	-	79,000	-	-
Total other requirements	40,302	-	-	322,414	-	-
Total expenditures and other requirements	274,084	218,184	(15,598)	2,192,614	1,600,162	(270,038)
Resources over (under) expenditures	(8,519)	(25,312)	(15,918)	(68,100)	77,005	145,105
Beginning balance	48,814	447,998	399,184	390,514	345,681	(44,833)
Ending balance	40,295	422,686	383,266	322,414	422,686	100,272



Water Fund

This fund accounts for the City's water utility activities. Revenue during the quarter was under the quarterly budgeted amounts, with the exception of reimbursement from developers. Reimbursement from developers and transfers from the Water SDC Fund to reimburse qualified costs of expansion projects are made upon completion of qualified projects.

Total expenditures were under budget for the quarter and the biennium. A supplemental budget in June transferred \$50,000 from personnel services to materials and services, which was over budget. Capital outlay is below budget for the quarter and biennium. Projects budgeted for the biennium were not completed. Debt service and transfer payments were made as scheduled during the quarter.

During the quarter expenditures exceeded revenue by \$25,916, and \$1,057,592 for the biennium due to capital expenses that are being funded with beginning fund balance that wasn't budgeted. The ending fund balance of \$1.1 million is roughly \$437,000 above the minimum desired balance.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Charges for services	563,188	545,220	(17,968)	4,505,500	4,381,848	(123,652)
Miscellaneous	35,925	870	(35,055)	287,400	61,373	(253,985)
Transfers	25,000	-	(25,000)	200,000	71,972	(128,028)
Debt proceeds	62,500	-	(62,500)	500,000	-	(500,000)
Total current year resources	686,613	546,089	(140,524)	5,492,900	4,515,193	(1,005,665)
Expenditures						
Personnel services	89,252	87,445	(1,807)	714,000	678,502	(35,498)
Materials and services	130,490	124,269	(6,221)	1,043,900	1,020,765	(23,135)
Capital outlay	466,250	99,033	(367,217)	3,730,000	2,205,277	(1,524,723)
Debt service	39,876	86,959	47,083	319,000	316,041	(2,959)
Transfers	169,026	174,300	5,274	1,352,200	1,352,200	-
Total expenditures	894,894	572,006	(322,888)	7,159,100	5,572,785	(1,586,315)
Other requirements						
Contingency	68,481	-	-	547,844	-	-
Total other requirements	68,481	-	-	547,844	-	-
Total expenditures and other requirements	963,375	572,006	(322,888)	7,706,944	5,572,785	(1,586,315)
Resources over (under) expenditures	(208,281)	(25,916)	182,365	(1,666,200)	(1,057,592)	580,650
Beginning fund balance	276,756	1,123,785	847,029	2,214,044	2,155,461	(58,583)
Ending fund balance	68,475	1,097,869	1,029,394	547,844	1,097,869	522,067



Wastewater Fund

This fund accounts for the City's wastewater operations. Charges for services during the quarter were above budget, but were below budget for the biennium. Miscellaneous (reimbursements) revenues are pending due to timing issues associated with the Harbor Vista project and other capital expansion projects. Capital expenditures are also less than budgeted pending final agreement for the various projects.

On the expenditure side, personnel costs for the quarter are above budget. The June supplemental budget increased both personnel services and materials and services \$60,000 and \$200,000 respectively. The increases were offset by increases in revenues and the beginning fund balance and transfers of appropriations from debt service and contingency. Capital project expenditures are under budget as projects that were budgeted were not completed. Debt payments were paid as scheduled during the quarter and the biennium.

Overall, the \$288,298 fund balance is approximately \$33,000 under the desired fund balance per policy. The maturity of the 2010B bonds in fiscal year 2022 will result in a significant reduction in annual debt service requirements. At that time, revenue is anticipated to exceed expenditures allowing fund balance to increase to a sustainable balance appropriate for the wastewater operation.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Charges for services	814,425	826,430	12,005	6,515,400	6,479,040	(36,360)
Miscellaneous	911,150	29,934	(881,216)	991,300	386,611	(604,689)
Transfers	94,686	328,236	233,550	757,500	757,500	-
Total current year resources	1,820,261	1,184,600	(635,661)	8,264,200	7,623,151	(641,049)
Expenditures						
Personnel services	97,594	109,125	11,531	780,800	766,458	(14,342)
Materials and services	190,916	141,880	(49,036)	1,527,400	1,407,136	(120,264)
Capital outlay	320,311	555,053	234,742	2,562,500	2,090,071	(472,429)
Debt service	290,002	196,766	(93,236)	2,320,100	2,319,889	(211)
Transfers	172,811	177,478	4,667	1,382,500	1,382,500	-
Total expenditures	1,071,634	1,180,302	108,668	8,573,300	7,966,054	(607,246)
Other requirements						
Contingency	1,244,445	-	-	322,057	-	-
Total other requirements	1,244,445	-	-	322,057	-	-
Total expenditures and other requirements	2,316,079	1,180,302	108,668	8,895,357	7,966,054	(607,246)
Resources over (under) expenditures	748,627	4,298	(744,329)	(309,100)	(342,903)	(33,803)
Beginning fund balance	40,249	283,999	243,750	631,157	631,201	44
Ending fund balance	788,876	288,298	(500,578)	322,057	288,298	(33,759)

Stormwater Fund

This fund accounts for the City's stormwater activities.

Revenue in the quarter and for the fiscal year is under the budgeted amounts. The transfer from the Stormwater SDC Fund was completed as budgeted.

Personnel costs for the quarter are above budget but below budget for the biennium due to a vacancy that was recently filled. Materials and services are above budget for the quarter, but are below budget for the biennium. Capital expenditures are below budget for the quarter and below for the biennium. Transfer payments were made as budgeted during the fiscal year, however, a supplemental budget was necessary for debt service. The June 2019 supplemental budget transferred \$18,600 in appropriations from contingency to debt service.

Overall, revenue was short covering expenditures by \$281,014 during the quarter and exceeded expenditures \$85,225 for the biennium. The ending fund balance of \$756,913 is approximately \$517,000 greater than the desired minimum balance per fiscal policy.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Charges for services	137,688	135,121	(2,567)	1,101,500	1,080,766	(20,734)
Miscellaneous	1,938	178	(1,938)	15,500	15,619	(2,574)
Transfers	13,750	25,127	11,377	110,000	110,000	-
Total current resources	153,376	160,426	6,872	1,227,000	1,206,385	(23,308)
Expenditures						
Personnel services	29,964	38,148	8,184	239,700	214,198	(25,502)
Materials and services	14,357	25,263	10,906	114,850	107,900	(6,950)
Capital outlay	62,500	88,812	26,312	500,000	204,708	(295,292)
Debt service	6,513	1,745	(4,768)	52,100	51,954	(146)
Transfers	67,801	287,472	219,671	542,400	542,400	-
Total expenditures	181,135	441,440	260,305	1,449,050	1,121,160	(327,890)
Other requirements						
Contingency	59,558	-	-	476,460	-	-
Total other requirements	59,558	-	-	476,460	-	-
Total expenditures and other requirements	240,693	441,440	260,305	1,925,510	1,121,160	(327,890)
Resources over (under) expenditures	(27,759)	(281,014)	(253,433)	(222,050)	85,225	304,582
Beginning fund balance	87,314	1,037,927	950,613	698,510	671,688	(26,822)
Ending fund balance	59,555	756,913	697,180	476,460	756,913	277,760



Airport Fund

This fund accounts for the activities of the City's municipal airport.

Revenues received for the quarter were more than budgeted. Intergovernmental revenue is tied to the runway capital project. A project reimbursement was requested, and received, from the FAA in the amount of \$805,907 for expenses incurred throughout the fiscal year. Grant funds are still expected from both the FAA and Critical Oregon Airport Relief (COAR) grants for the runway project.

Operating expenditures were greater than budgeted for both the quarter and for the biennium. To correct the over-expenditures, the June supplemental budget transferred \$50,000 in appropriations from capital outlay to materials and services. The runway project is nearing completion and expected to be done in July 2019. Transfers were made consistent with the budget.

The ending fund balance of (\$181,833) is due to the airport runway project. Funds were spent against revenues that haven't been received. Reimbursements of \$76,561 and \$126,627 are still pending from COAR and FAA, respectively. Once received, the ending fund balance will increase to \$21,355.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Intergovernmental	142,975	805,907	662,932	1,143,800	805,907	(337,893)
Charges for services	26,884	20,307	(6,577)	215,068	166,636	(48,432)
Miscellaneous	6,825	1,855	(4,970)	54,600	120,737	66,137
Total current year resources	176,684	828,068	651,384	1,413,468	1,093,280	(320,188)
Expenditures						
Materials and services	27,714	32,428	4,714	221,700	210,806	(10,894)
Capital outlay	144,475	826,438	681,963	1,155,800	1,045,831	(109,969)
Transfers	6,851	7,022	171	54,800	54,800	-
Total expenditures	179,040	865,888	686,848	1,432,300	1,311,437	(120,863)
Other requirements						
Contingency	2,438	-	-	19,506	-	-
Total other requirements	2,438	-	-	19,506	-	-
Total expenditures and other requirements	181,478	865,888	686,848	1,451,806	1,311,437	(120,863)
Resources over (under) expenditures	(2,356)	(37,819)	(35,463)	(18,832)	(218,157)	(199,325)
Beginning fund balance	4,792	(144,014)	(148,806)	38,338	36,324	(2,014)
Ending fund balance	2,436	(181,833)	(184,269)	19,506	(181,833)	(201,339)



Public Works Administration and Support Services Fund

This fund accounts for the activities of Public Works administration and staffing that serves several public works functions. Revenue is received via internal charges for services from benefitting funds.

Miscellaneous income for the biennium is greater than budgeted due to interest earnings on debt proceeds invested during the construction of the public works building. Other revenue from FURA and the City's operating funds using public works administrative and support services were received as budgeted.

Expenses exceeded the budget for the quarter, but were in line with appropriations for the biennium due to the June 2019 supplemental budget. Materials and services appropriations were increased \$22,000 and capital outlay increased \$300,000. Those increases were offset by appropriation transfers from personnel services and contingency and an increase in beginning fund balance. Capital expenditures were greater than the original biennium budget, however the total public works facility project cost is consistent with approved funding, as the unspent project funds as of June 30, 2017 were carried over into fiscal year 2018.

The ending fund balance of \$105,776 is below the minimum desired amount per the City's financial policies by approximately \$10,000.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Miscellaneous	-	-	-	-	21,552	21,552
Transfers	256,725	259,266	2,541	2,053,800	2,053,800	-
Total current year resources	261,338	259,266	(2,072)	2,090,700	2,098,252	7,552
Expenditures						
Personnel services	140,614	141,960	1,346	1,124,900	1,114,465	(10,435)
Materials and services	30,940	36,567	5,627	247,523	203,857	(43,666)
Capital outlay	284,375	-	(284,375)	2,275,000	2,266,346	(8,654)
Debt service	54,776	109,806	55,030	438,200	439,220	1,020
Total expenditures	510,705	288,332	(222,373)	4,085,623	4,023,888	(61,735)
Other requirements						
Contingency	4,561	-		36,489	-	-
Total expenditures and other requirements	515,266	288,332	(222,373)	4,122,112	4,023,888	(61,735)
Resources over (under) expenditures	(249,367)	(29,066)	220,301	(1,994,923)	(1,925,636)	69,287
Beginning fund balance	253,927	134,842	(119,085)	2,031,412	2,031,412	-
Ending fund balance	4,560	105,776	101,216	36,489	105,776	69,287



System Development Funds

The City maintains four separate funds to account for system development charge revenue; street, water, wastewater and stormwater. Revenue is accumulated and transferred to the various operational funds to pay for qualified improvements costs.

Revenue from Water and Wastewater SDC's were greater than the allocated budget in the quarter and biennium with Street and Stormwater SDCs falling short for both the quarter and biennium. Transfers from SDC funds to the operating funds were made consistent with qualified project expenditures and the budget.

Wastewater SDC Fund

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Charges for services	26,375	54,534	28,159	211,000	322,700	111,700
Miscellaneous	800	1,915	1,115	6,400	20,412	14,012
Total current year resources	27,175	56,449	29,274	217,400	343,112	125,712
Expenditures						
Materials and services	2,400	4,849	2,449	19,200	9,952	(9,248)
Transfers	94,688	328,236	233,548	757,500	757,500	-
Total expenditures	97,088	333,085	235,997	776,700	767,452	(9,248)
Other requirements						
Contingency	5,215	-	-	41,720	-	-
Total other requirements	5,215	-	-	41,720	-	-
Total expenditures and other requirements	102,303	333,085	235,997	818,420	767,452	(9,248)
Resources over (under) expenditures	(69,913)	(276,636)	(206,723)	(559,300)	(424,340)	134,960
Beginning fund balance	75,128	481,571	406,443	601,020	629,275	28,255
Ending fund balance	5,215	204,935	199,720	41,720	204,935	163,215



Water SDC Fund

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Charges for services	26,975	50,010	23,035	215,800	253,892	38,092
Miscellaneous	313	4,220	3,907	2,500	26,153	23,653
Total current year resources	27,288	54,230	26,942	218,300	280,045	61,745
Expenditures						
Materials and services	2,500	2,974	474	20,000	6,236	(13,764)
Transfers	25,000	-	(25,000)	200,000	71,972	(128,028)
Total expenditures	27,500	2,974	(24,526)	220,000	78,208	(141,792)
Other requirements						
Contingency	15,589	-	-	124,710	-	-
Total other requirements	15,589	-	-	124,710	-	-
Total expenditures and other requirements	43,089	2,974	(24,526)	344,710	78,208	(141,792)
Resources over (under) expenditures	(212)	51,255	51,467	(1,700)	201,837	203,537
Beginning fund balance	15,801	288,866	273,065	126,410	138,284	11,874
Ending fund balance	15,589	340,121	324,532	124,710	340,121	215,411

Street SDC's

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Charges for services	15,000	13,423	(1,578)	120,000	91,300	(28,700)
Miscellaneous	1,513	4,226	2,713	12,102	31,872	19,770
Total current year resources	16,513	17,649	1,135	132,102	123,172	(8,930)
Expenditures						
Materials and services	15,300	139	(15,161)	122,400	1,418	(120,982)
Transfers	28,500	-	(28,500)	228,000	228,000	-
Total expenditures	43,800	139	(43,661)	350,400	229,418	(120,982)
Other requirements						
Contingency	44,162	-	-	353,296	-	-
Total other requirements	44,162	-	-	353,296	-	-
Total expenditures and other requirements	87,962	139	(43,661)	703,696	229,418	(120,982)
Resources over (under) expenditures	(27,287)	17,510	44,796	(218,298)	(106,246)	112,052
Beginning fund balance	71,450	469,327	397,877	571,596	593,082	21,486
Ending fund balance	44,163	486,836	442,672	353,298	486,836	133,538

Stormwater SDC Fund

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Charges for services	20,325	19,837	(488)	162,600	148,021	(14,579)
Miscellaneous	125	687	562	1,000	7,484	6,484
Total current year resources	20,450	20,524	74	163,600	155,505	(8,095)
Expenditures						
Materials and services	8,375	140	(8,235)	67,000	3,274	(63,726)
Transfers	13,750	25,127	11,377	110,000	110,000	-
Total expenditures	22,125	25,267	3,142	177,000	113,274	(63,726)
Other requirements						
Contingency	14,815	-	-	118,516	-	-
Total other requirements	14,815	-	-	118,516	-	-
Total expenditures and other requirements	36,940	25,267	3,142	295,516	113,274	(63,726)
Resources over (under) expenditures	(1,675)	(4,743)	(3,068)	(13,400)	42,231	55,631
Beginning fund balance	16,490	232,949	216,459	131,916	185,975	54,059
Ending fund balance	14,815	228,206	213,391	118,516	228,206	109,690



Debt Service Funds

GO Debt Service Fund

This fund accounts for the repayment of voter approved debt obligations to complete water improvements. Since property taxes are not received until November of each fiscal year, the fund keeps a balance to pay the first principal and interest debt payment of each fiscal year.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Property taxes	74,750	155,506	80,756	299,000	306,320	7,320
Miscellaneous	375	878	503	1,500	11,517	10,017
Total current year resources	75,125	156,384	81,259	300,500	317,837	17,337
Expenditures						
Debt service	89,850	171,019	81,169	359,400	359,350	(50)
Total expenditures	89,850	171,019	81,169	359,400	359,350	(50)
Other requirements						
Unappropriated ending fund balance	19,603	-	-	78,411	-	-
Total other requirements	19,603	-	-	78,411	-	-
Total expenditures and other requirements	109,453	171,019	81,169	437,811	359,350	(50)
Resources over (under) expenditures	(14,725)	(14,635)	90	(58,900)	(41,513)	17,387
Beginning fund balance	34,328	117,547	83,219	137,311	144,425	7,114
Ending fund balance	19,603	102,912	83,309	78,411	102,912	24,501



LID Debt Service Fund

This fund accounts for debt service obligations incurred to complete local improvements which are paid for by property owners via assessments against their properties. The City received payment of past due interest in the second quarter and has accumulated funds due to early retirement of assessment obligations. The accumulated balance is sufficient to pay the next two years debt service payments without receiving any additional payments.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Miscellaneous	14,375	12,788	(1,587)	115,000	159,208	44,208
Total current year resources	14,375	12,788	(1,587)	115,000	159,208	44,208
Expenditures						
Materials and services	100	-	(100)	800	800	-
Debt service	24,190	21,402	(2,788)	193,517	193,516	(1)
Total expenditures	24,290	21,402	(2,888)	194,317	194,316	(1)
Other requirements						
Contingency	33,928	-	-	271,425	-	-
Total other requirements	33,928	-	-	271,425	-	-
Total expenditures and other requirements	58,218	21,402	(2,888)	465,742	194,316	(1)
Resources over (under) expenditures	(9,915)	(8,614)	1,301	(79,317)	(35,108)	44,209
Beginning fund balance	43,843	521,581	477,738	350,742	548,075	197,333
Ending fund balance	33,928	512,967	479,039	271,425	512,967	241,542



City/FURA Debt Service Fund

This fund accounts for the City's borrowing and lending to the Florence Urban Renewal Agency (FURA) for urban renewal activities.

In November 2016 the City completed a \$9.8 million borrowing, including \$3.7 million loaned to FURA. An adjustment was made for a prior distribution to limit the distribution to the amount approved in the budget in fiscal year 2016-17. The balance of the distribution (\$400,012) was made to FURA July 1, 2017 (materials and services).

Payments from FURA are made to the City to pay debt service and pass through funding from the FURA Debt Services Fund (du jour borrowing) to the FURA General Fund for urban renewal projects.

A planned \$3.1 million financing was completed in the fourth quarter of fiscal year 2019. A successful award of a construction contract for the Re-Vision Florence project occurred in January 2019. The construction began in March 2019.

	8th Quarter			Biennium Ended June 30, 2019		
	Budget	Actual	Variance Over(Under)	Budget	Actual	Variance Over(Under)
Current year resources						
Intergovernmental	87,900	(200,000)	(287,900)	703,200	246,230	(456,970)
Debt proceeds	412,500	-	(412,500)	3,300,000	-	(3,300,000)
Total current year resources	500,400	(200,000)	(700,400)	4,003,200	246,230	(3,756,970)
Total resources	500,400	(323,114)	(823,514)	4,003,200	646,242	(3,356,958)
Expenditures						
Materials and services	356,250	(200,000)	(556,250)	2,850,000	400,012	(2,449,988)
Transfers	56,250	-	(56,250)	450,000	-	(450,000)
Debt service	87,900	(123,114)	(202,261)	703,200	246,230	(456,970)
Total expenditures	500,400	(323,114)	(758,511)	4,003,200	646,242	(2,906,958)
Total expenditures and other requirements	500,400	(323,114)	(758,511)	4,003,200	646,242	(2,906,958)
Resources over (under) expenditures	-	123,114	58,111	-	(400,012)	(850,012)
Beginning fund balance	-	(123,114)	(123,114)	-	400,012	400,012
Ending fund balance	-	-	-	-	-	-



Debt Summary

The following schedule provides information related to the City's outstanding debt during the 2017-2019 biennium through fiscal year 2024. The schedule includes:

- Debt issue
- Fund(s) that the debt is repaid/budgeted
- Original amount of the loan
- The annual payment in fiscal year 2018
- Interest rate
- Maturity of the obligation
- Outstanding principal balance as of June 30, by fiscal year through 2023
- Estimated debt per capita for each fiscal year (Total City Debt)

The City's total debt per capita as of June 30, 2019 is projected to total \$2,172. During the subsequent five fiscal years, the debt per capita is projected to decline to \$1,264 by June 30, 2023.

Description	Fund(s)	Original Amount	Annual Payment FY 2019	Interest Rate	Maturity	Outstanding balance fiscal year ending June 30,					
						2019	2020	2021	2022	2023	2024
Existing Obligations											
GO Bonds	GO Debt	1,476,848	177,944	2.11%	2021	492,283	492,283	328,188	164,094	-	-
LOCAP 2011	GF/Street/W/WW	1,245,000	92,956	3.0-4.6%	2030	905,000	850,000	795,000	735,000	675,000	610,000
LID 2010 (Spruce)	LID	1,478,000	98,561	1.9-4.5%	2030	1,150,000	1,095,000	1,035,000	970,000	900,000	825,000
FFCO 2010B	GF/WW/SW	8,750,000	895,350	2.5-4.0%	2030	3,220,000	2,435,000	1,625,000	800,000	735,000	665,000
OBDD SPW	WW	657,057	42,509	2.0-4.0%	2034	512,347	488,511	464,559	440,489	416,276	391,916
CWSRF	WW	4,923,260	258,074	0.50%	2032	3,626,332	3,384,576	3,142,820	2,901,064	2,659,308	2,417,552
FFCO 2016 - Banner	Street	1,300,000	159,716	2.92%	2026	1,126,564	1,007,756	885,454	759,554	629,952	496,578
FFCO 2016 - FURA	Street/W/FURA	8,500,000	565,662	2.92%	2036	8,008,522	7,675,839	7,333,372	6,980,831	6,617,922	6,244,337
Banner Bank - 20 yr Tax Exempt	FURA	3,150,000	-	3.50%	2040	3,150,000	3,038,381	2,922,877	2,803,355	2,679,673	2,551,688
Banner Bank - 5 yr Taxable	FURA	150,000	-	5.30%	2024	150,000	150,000	150,000	150,000	-	-
Total City Debt		31,630,165	2,290,772			22,341,048	20,617,346	18,682,270	16,704,387	15,313,131	14,202,071
Population	assumes 1% annual increase					8,767	8,854	8,943	9,032	9,123	9,214
Debt per capita						2,548	2,329	2,089	1,849	1,679	1,541



AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 5
Meeting Date: August 19, 2019
Department: City Manager

ITEM TITLE: CITY MANAGER REPORT & DISCUSSION ITEMS

- All Roads Transportation Safety (ARTS) Program Grant
- Release of Estuary Trail Funds
- TsunamiReady (TR) and StormReady (SR) Designation Renewal

Florence City Council

Memorandum

To: Florence City Council

From: Mike Miller, Public Works Director

Meeting Date: August 19, 2019

Update on Grants – All Roads Transportation Safety (ARTS); Siuslaw Estuary Trail; and 2019 State Homeland Security Program

With the high profile of these grants, we thought it was appropriate to update the City Council and community on these grant opportunities and projects.

All Roads Transportation Safety Grant

Our All Roads Transportation Safety (ARTS) grant targeted safety improvements to the intersection at 9th and Kingwood streets. As Council may recall, in April 2018 staff requested permission to apply for an ARTS grant to construct a circular traffic safety concept, otherwise known as a roundabout.

City staff worked with the ODOT consultant team to not only develop cost estimates for the project, but also help package the grant application. The consultant team from DKS estimated a cost of \$725,000 to complete the project. Our project scored well and we were included in the initial project listing. As the ARTS program continued to refine the projects, a project scoping team made up of representatives from ODOT, DKS, other state agencies, and the City completed another scope and fee estimate in December 2018. The result of the new scoping and cost estimate for the project increased to \$1.17 million using ODOT costs and criteria. The costs were then escalated to \$1.307 million for construction in 2024 and outsourced engineering.

After an additional round of review the final ARTS 100% project list was completed. For our Region (ODOT Region 2) our project slipped just outside the 100% funded list and will not be funded through the ARTS program. We were officially notified of the results for the project selections in July 2019.

There is always hope. As mentioned in the correspondence from ODOT, depending when projects are actually constructed, there could be some funding leftover to fund an additional project or two from the 150% list. Although we are listed as project 8 (just below the funded project line) there is one project in the 100% list that was not funded due to its large price tag. It

is a \$8 million roundabout in Polk County on OR 22 at Perrydale Road. Odds are that if there is left over funding, it will not be millions of dollars, but it may be enough to fund our project. We will not hold our breath, but as they say, there is always hope.

Siuslaw Estuary Trail, Phase 1 (OR126: Munsel Creek – Siuslaw Estuary Trail)

Sometimes no matter how hard you try you cannot achieve the desired goals of a program, at least when it comes to this STIP (Statewide Transportation Improvement Program) funded grant project. The Siuslaw Estuary Trail, Phase 1 is a project that was developed from the Siuslaw Estuary Partnership and the Siuslaw Estuary Trail Vision Project in November 2012. The original project (there have been three different concepts since 2012) would connect to the multi-use trail from the existing Munsel Creek multi-use path north of Hwy 126 at Redwood Street; improve Redwood Street south of Hwy 126 with on-street parking and sidewalks; add a multi-use path along the west side of Munsel Creek and the estuary to Quince Street. It would have had an elevated walkway in the estuary; a cantilevered walkway adjacent to the Port of Siuslaw campground; and connection to the boardwalk. The estimated project costs were \$721,549 with \$408,407 coming from the STIP program. The required match was identified from City of Florence \$40,000; Port of Siuslaw \$40,000; Siuslaw Watershed Council \$2,000; and other grants, primarily from Oregon Parks and Recreation Department.

In August 2014, ODOT notified the City that the project was placed on the Oregon Transportation Commission (OTC) award list. Prior to the project being placed on the award list, ODOT reviewed the project and developed a project cost estimate of \$1,641,400 with only the original \$489,549 being STIP funded, a non-federal match of \$56,031.07 and \$1,095,819.93 as additional match. The City accepted the STIP grant on August 18, 2014 knowing that the project would need to be rescoped and we had until 2019 to obligate the State funds.

Over the years, the City has applied for multiple Recreational Trails Program grants through Oregon Parks and Recreation and developed several alternatives to reduce the scope of the project. Our attempts to secure funding through other grants were not successful, however the City through FURA, did purchase several properties that we hoped would reduce the cost of the project.

After FURA purchased the property south of Hwy 126 between Spruce and Redwood streets (the property is situated from the west side of Munsel Creek east to Spruce Street ROW) we thought we had a great chance to develop the project. One of the alternatives was to eliminate the elevated walkway over the estuary and the cantilevered walkway adjacent to the Port campground. While there were savings, ODOT scoping of the project still surpassed our available funds to construct the project, namely the footbridge across Munsel Creek. The project estimate came in at \$1.4 million for this proposal with the STIP portion remaining at \$489,549.

The third rescoping of the project was after the City, through FURA, acquired the Aspen Flo property (the former middle school property across Quince Street from the FEC). We eliminated

the footbridge across Munsel Creek; incorporated the existing paved parking area at the north end of the property; and featured two types of paths. One path would be a traditional multi-use path along the rim of the property and tie into Quince Street while a secondary path/trail would drop you down into the estuary and also tie back into Quince Street. This alternative would utilize engineering and construction management services from Lane County Public Works (Lane County is a qualified agency that can receive federal funds directly) versus having to hire an outside engineering firm that is ODOT qualified. Utilizing Lane County Public Works engineering and construction management staff was viewed as a potential cost savings measure.

Even with all of the value engineering concepts, elimination of the foot bridge and utilizing Lane County Public Works, the project still exceeded our funding resources. Ultimately, the rescope project exceeded \$1.4 million, primarily due to extensive retaining walls along the estuary portion of the trail.

We have met and discussed the Siuslaw Estuary Trail project with Frannie Brindle, Area Manager for ODOT. Due to the latest preliminary project estimates coming in the \$1.4 million range and the City locked in to only receiving \$408,407 from STIP funding ODOT recommended to the OTC that the project be cancelled. We are disappointed, but having the project remain as an ODOT project with all the federal and state requirements just made the project cost prohibitive to fund with a match requirement of over \$1 million.

This does not mean the project is dead. We included funding for the project in the 2019-21 biennium budget. During the first year of the biennium we included \$100,000 for engineering services and for the second year of the biennium another \$400,000 for construction. We are currently in negotiations with an engineering firm to develop a scope and fee for engineering and survey work.

2019 State Homeland Security Program

With two disappointing reports regarding grants, I thought we should end the update on a very positive note. We are very pleased to report that we have received notice from the Oregon Office of Emergency Management that our Emergency Operations Investment Project for Public Works has been approved for full funding in the amount of \$93,628. We still have a bit of a wait; the State still needs to receive the FY19 Homeland Security Grant Program award from the federal government and we will need Environmental and Historic Preservation approval of our project before a grant agreement can be sent for the City's signature. We anticipate that the State will be releasing grant agreements by October 15, 2019.

The State Homeland Security Program (SHSP) grant will provide the City funding to fully outfit our Emergency Operations Center (Public Works Training room) with tables, chairs and video conferencing equipment. Also included in the grant is an emergency power generator and solar wind hybrid parking area lighting for the Public Works Operations Center. The hybrid parking

area lighting (there will be three light poles) is an off-grid lighting system that includes a 200-watt wind turbine, a 260-watt solar panel, four batteries per light, light pole and high lumen LED lamps to provide maximum efficiency while maintaining low energy consumption.

The City has already deployed three solar only powered street lights. Two of the lights were installed on Greenwood Street next to the Florence Justice Center to provide illumination for on-street parking when the Justice Center hosted City Administration. The other light system was installed at the employee only parking area at City Hall as part of our sustainability and energy reduction requirement for the remodel project. Below is an example of what a solar wind hybrid light looks like:



AGENDA ITEM SUMMARY
FLORENCE CITY COUNCIL

ITEM NO: 6
Meeting Date: August 19, 2019
Department: City Council

ITEM TITLE: CITY COUNCIL REPORTS & DISCUSSION ITEMS

- Florence Urban Renewal Agency and Public Arts Committee City Council Ex-Officio Appointments

August

M

Tu

W

Th

F

Sa/Su

			1	2	3 & 4
5 Council & Public Art Work Session Council Meeting	6	7	8	9	10 & 11
12	13	14	15	16	17 & 18
19 Council & Planning Comm. Work Session Council Meeting	20	21	22	23	24 & 25
26	27	28	29	30	31 & 1

September

M	Tu	W	Th	F	Sa/Su
2 Labor Day Holiday Council Work Session - Canceled Council Meeting - Canceled	3	4	5	6	7 & 8
9	10	11	12	13	14 & 15
16 Council Work Session - Tentative Council Meeting	17	18	19	20	21 & 22
23	24	25	26	27	28 & 29
			League of Oregon Cities Conference in Bend		
30					

October

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