



City of Florence
A City in Motion

Florence Urban Renewal Agency (FURA) Regular Meeting

Videoconference
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 on the City of Florence website at www.ci.florence.or.us/urbanrenewal.
- Items distributed during the meeting and meeting minutes are posted to the City's website at www.ci.florence.or.us/urbanrenewal as soon as practicable after the meeting.
- To be notified of Urban Renewal meetings via email, please visit online at www.ci.florence.or.us/newsletters/subscriptions.

February 23, 2022

AGENDA

5:30 p.m.

FURA Directors:

Vice-Chair Mike Webb
Rob Ward

Chairperson, Bill Meyer

Ron Caputo
Dave Braley

Joe Henry
Ken Henderson

Woody Woodbury
Graham Ross

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

Proceedings will be available after the meeting on the City's Vimeo Site.

COVID-19 UPDATE

The Florence Urban Renewal Agency meeting will be held virtually via GotoWebinar.

Members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link: <https://attendee.gotowebinar.com/register/726436758507806989>.

Citizens wishing to express their views may submit comments in writing or verbally. For more information, please see the end of this agenda.

CALL TO ORDER – ROLL CALL

5:30 p.m.

1. APPROVAL OF AGENDA

2. PUBLIC COMMENT

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

Bill Meyer
Chairperson

PRESENTATIONS

3. QUINCE STREET DEVELOPMENT PRESENTATION

Quince Street Developer Matt Braun of Braun Hospitality Development will provide an overview of the progress related to the Quince Street development.

Megan Messmer
Assistant City Manager

Matt Braun
Braun Hospitality Development

ACTION ITEMS

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

4. APPROVAL OF MINUTES

Consider approval of the Florence Urban Renewal Agency meeting minutes of September 22, 2021, November 17, 2021, and January 26, 2022.

Erin Reynolds
City Manager

REPORTS & UPDATES

5. FURA GRANT PROGRAMS

Staff will provide an update on the FURA Grant Programs.

Megan Messmer
Assistant City Manager

6. CITY MANAGER REPORT

Erin Reynolds
City Manager

UPDATED PUBLIC MEETINGS PROCEDURES – COVID-19

Expressing Views to the Agency: Citizens wishing to express their views to the Florence Urban Renewal Agency may do so in both written and verbal formats.

1. **Written Testimony:** Citizens wishing to express their views to the Florence Urban Renewal Agency are encouraged to submit written testimony in one of the following ways:
 - a. Submit written comments via email to City Recorder at Lindsey.white@ci.florence.or.us;
 - b. Mail written comments to Florence City Hall, Attn: FURA, 250 Hwy 101, Florence, OR 97439
 - c. Drop off written comments at Florence City Hall (250 Hwy 101) during regular office hours (Monday through Friday (8 a.m. – 12 p.m., 1 p.m. – 4 p.m.) or at the City of Florence drop box located at Florence City Hall to the right of the main entrance.
- ** Note:** Written comments received at least 2 hours prior to the meeting (February 23, 2022 at 3:30 p.m.) will be distributed to the Florence Urban Renewal Agency, posted to the City of Florence website, and made part of the record.
2. **Verbal Testimony:** Citizens wishing to express their views to the Florence Urban Renewal Agency may participate in the meeting at Florence City Hall or via GotoWebinar. To do so, please complete a speaker's card online at www.ci.florence.or.us/council/request-address-city-council-speakers-card at least 1 hour prior to the meeting (February 23, 2022 at 4:30 p.m.). City staff will then contact the speaker to let them know the process to participate in the meeting.
 - a. **Public Comments on items not on the agenda:** General public comments (on items not on the FURA agenda) will be allowed at each Florence Urban Renewal Agency meeting during the public comment agenda item. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all items. In practicality, this means no more than five individuals will be allowed to comment verbally. There is no limit on written public comments.
 - b. **Public Hearing Testimony:** Testimony on public hearing items will be allowed when a public hearing is held. Verbal comments will be allowed on public hearing items after staff has given their report and have allowed time for initial Agency questions. In general (with some exceptions for Land Use hearings), comments are limited to five minutes per person with no limit on the number of speakers.
 - c. **Public Comments on Action Items:** Public Comments will be allowed on each action item on the Florence Urban Renewal Agency agenda. Verbal comments will be allowed on action items after staff has given their report and have allowed time for initial Agency questions. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all comments on each action item. In practicality, this means no more than five (5) individuals will be allowed to comment verbally. There is no limit on written public comments.

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

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

**Florence Urban Renewal Agency Meeting
Florence City Hall
250 Hwy 101
Final Action Minutes
September 22, 2021**

CALL TO ORDER - ROLL CALL

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

Directors Present: Chairperson Bill Meyer and Directors Mike Webb, Joe Henry, Woody Woodbury, Carmela West, Rob Ward, Dave Braley, and Ken Henderson.

Directors Absent:

Staff Present: City Manager Erin Reynolds, Assistant City Manager Megan Messmer, Administrative Services Director Anne Baker, Economic Development Analyst Sarah Moehrke, City Recorder Lindsey White.

1. APPROVAL OF AGENDA

Start Time: 5:31 p.m.
Discussion:
– Unanimous Consent–

2. PUBLIC COMMENT

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

Start Time: 5:34 p.m.
Comments: None

ACTION ITEMS

3. PREDEVELOPMENT SERVICES GRANT REQUEST – P&B HOLMAN, LLC

Consider a request from P&B Holman, LLC, for a predevelopment services grant in an amount not-to-exceed \$25,000 for pre-design, schematic design development per the program guidelines.

Start Time: 5:35 p.m.
Handouts: March 31, 2021 and July 28, 2021 Minutes
Discussion: The Florence Urban Renewal Agency discussed...
Parking requirements
Predevelopment cost reimbursement
Project timeline
Directors: Braley, Ward, Henderson

Action: Consider a request from P&B Holman, LLC, for a predevelopment services grant in an amount not-to-exceed \$25,000 for pre-design, schematic design development per the program guidelines.

Motion: Director Ward
Second: Director Henderson
Vote: Unanimous

4. REDEVELOPMENT ASSISTANCE GRANT REQUEST – WOAHING INVESTMENT GROUP, LLC

Consider a request from Woahink Investment Group, LLC, for a redevelopment assistance grant in the amount not-to-exceed \$20,000 for sitework and landscaping work per the program guidelines.

Start Time: 5:38 p.m.
Handouts: Staff Presentation
Discussion: The Florence Urban Renewal Agency discussed...

Action: Consider a request from Woahink Investment Group, LLC, for a redevelopment assistance grant in the amount not-to-exceed \$20,000 for sitework and landscaping work per the program guidelines.

Motion: Director Woodbury
Second: Director Ward
Vote: Unanimous

5. QUINCE STREET PROFESSIONAL SERVICES CONTRACT AMENDMENTS

Consider authorizing the City Manager to extend the contract with Subert Commercial Real Estate and John Southgate LLC to June 30, 2022, extend the not-to-exceed contract amount with Subert Commercial Real Estate to \$26,500 for a total contract amount of \$36,500, and extend the not-to-exceed contract

amount with John Southgate LLC to \$25,000 for a total contract amount of \$30,000.

Start Time: 5:40 p.m.
Handouts: Staff Presentation
Discussion: The Florence Urban Renewal Agency discussed...

Action: Consider authorizing the City Manager to extend the contract with Subert Commercial Real Estate and John Southgate LLC to June 30, 2022, extend the not-to-exceed contract amount with Subert Commercial Real Estate to \$26,500 for a total contract amount of \$36,500, and extend the not-to-exceed contract amount with John Southgate LLC to \$25,000 for a total contract amount of \$30,000.

Motion: Director Webb
Second: Director Henry
Vote: Unanimous

REPORTS, PRESENTATIONS & UPDATES

6. CITY MANAGER REPORT

Start Time: 5:57 p.m.
Discussion: The Agency discussed...

- ODOT Bridge Maintenance Project updates – traffic control and project timeline
- Reviewed next meeting dates and upcoming business items
- Update on the ENA with Quince St development progress update
- ACM Messmer reported that with approval of grant applications that the award contracts will get issued and signed by both parties
- Question from Director Braley regarding the FURA Grant program policies and procedures and answered by ACM Messmer

Meeting adjourned at 6:04 p.m.

ATTEST:

Bill Meyer, Chairperson

Lindsey White, City Recorder

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

**Florence Urban Renewal Agency Meeting
Florence City Hall
250 Hwy 101
Final Action Minutes
November 17, 2021**

CALL TO ORDER - ROLL CALL

Meeting called to order at 4:00 p.m.

Directors Present: Chairperson Bill Meyer and Directors Mike Webb, Joe Henry, Woody Woodbury, Rob Ward, Ron Caputo, Dave Braley, and Ken Henderson.

Directors Absent:

Staff Present: City Manager Erin Reynolds, Assistant City Manager Megan Messmer, Administrative Services Director Anne Baker, Senior Economic Development Analyst Sarah Moehrke, City Recorder Lindsey White.

1. APPROVAL OF AGENDA

Start Time: 4:00 p.m.

Discussion: Approval of the November 17th meeting agenda as presented.
– Unanimous Consent–

2. PUBLIC COMMENT

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

Start Time: 4:00 p.m.

Comments: None

ACTION ITEMS

3. 2022 FURA MEETING DATES

Review and consider approval of 2022 FURA meeting dates.

Start Time: 4:01 p.m.
Handouts: 2022 FURA Calendar
Discussion: The Florence Urban Renewal Agency discussed...

Action: Consider approval of the 2022 FURA meeting dates as presented.

Motion: Director Ward
Second: Director Braley
Vote: Unanimous

4. MULTI-UNIT PROPERTY TAX EXEMPTION (MUPTE) PROGRAM

Consider the adoption of Resolution No. 2, Series 2021, a resolution granting support to the City of Florence to approve the MUPTE program and enact this new housing incentive.

Start Time: 4:07 p.m.
Handouts: Staff Presentation
Discussion: The Florence Urban Renewal Agency discussed...

Action: Consider the adoption of Resolution No. 2, Series 2021, a resolution granting support to the City of Florence to approve the MUPTE program and enact this new housing incentive.

Motion: Director Webb
Second: Director Woodbury
Vote: Unanimous

REPORTS, PRESENTATIONS & UPDATES

5. QUINCE STREET DEVELOPMENT UPDATE

Staff will introduce Matt Braun of Braun Hospitality Development to the FURA Board, who will provide an overview of the progress related to the Quince Street development. FURA and Braun Hospitality Development have an Exclusive Negotiating Agreement on the Quince Street property.

Start Time: 4:47 p.m.
Handouts: Staff Presentation
Discussion: The Florence Urban Renewal Agency discussed...

Action: Consider action and direction related to the Quince Street property development pending the outcome of deliberations and discussions from the September 1st Executive Session.

Motion: Director
Second: Director
Vote: Unanimous

6. CITY MANAGER REPORT

Start Time: 5:18 p.m.

Discussion: The Agency discussed...

- Vacant Position announced with recruitment underway
- Thank you to Carmella West for her service to FURA
- Encourage folks to get out and volunteer in-person and get involved
- Announced the Holiday Festival and Christmas Tree Lighting
- Thank you to CMO, FEC and PW staff for their efforts on the holiday season
- Heads up that the Chamber's banners are printed and will be hung on the highway including the ReVision Florence section
- ACM Messmer provided updates – Chamber hosting Business Afterhours event at the FEC; SeaCoast Concert Series is canceled after a 40-year run; City goal to underwrite events at the FEC

Meeting adjourned at 5:26 p.m.

ATTEST:

Bill Meyer, Chairperson

Lindsey White, City Recorder

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

**Florence Urban Renewal Agency Meeting
Florence City Hall
250 Hwy 101
Final Action Minutes
January 26, 2022**

CALL TO ORDER - ROLL CALL

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

Directors Present: Chairperson Bill Meyer and Directors Mike Webb, Joe Henry, Woody Woodbury, Ron Caputo, Rob Ward, Dave Braley, Graham Ross, and Ken Henderson.

Directors Absent:

Staff Present: City Manager Erin Reynolds, Assistant City Manager Megan Messmer, Administrative Services Director Anne Baker, Economic Development Analyst Sarah Moehrke, City Recorder Lindsey White.

1. NEW MEMBER INTRODUCTION- GRAHAM ROSS

Start Time: 5:31 p.m.

Discussion: Introduction of Graham Ross by Chairperson Bill Meyer.
– Unanimous Consent–

2. APPROVAL OF AGENDA

Start Time: 5:32 p.m.

Discussion: Approval of the January 26th meeting agenda as presented.
– Unanimous Consent–

3. PUBLIC COMMENT

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

Start Time: 5:33 p.m.

Comments: None

ACTION ITEMS

4. APPROVAL OF MINUTES

Consider approval of the Florence Urban Renewal Agency meeting minutes of September 1, 2021.

Start Time: 5:35 p.m.
Handouts: September 1, 2021 Minutes
Discussion: The Florence Urban Renewal Agency discussed approving the minutes for the September 1, 2021 meeting, and there were no objections to immediate approval.

Action: Consider approval of the meeting minutes of September 1, 2021.
Motion: Director Braley
Second: Director Woodbury
Vote: Unanimous

REPORTS, PRESENTATIONS & UPDATES

5. AUDITED FINANCIAL STATEMENTS

A. MERINA & CO AUDITOR PRESENTATION

Merina & CO Auditor Presentation on the Audited Financial Statements for Fiscal Year 2021.

B. AUDTED FINANCIAL STATEMENTS

Receive fiscal year 2020-2021 audited financial statements.

Start Time: 5:37 p.m.
Discussion: Process Recommendations
Directors: Ward

Action: Accept the 2020-2021 audited financial statements.
Motion: Director Henderson
Second: Director Caputo
Vote: Unanimous

6. QUARTERLY FINANCIAL REPORT

Start Time: 5:47 p.m.
Discussion: None

7. ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2021.

Start Time: 5:54 p.m.
Discussion: Assessed Tax Collection Rate
Deferred Tax Programs
Baseline Taxes
Directors: Braley, Ward

8. CURRENT PROJECT UPDATES

A. QUINCE STREET DEVELOPMENT PROJECT UPDATE

Staff will provide an update on the Quince Street Development property.

B. FURA GRANT PROJECTS

Staff will provide an update on the FURA Grant Programs.

Start Time: 6:06 p.m.
Discussion: Public outreach for Quince Street Project
Quince Street Project next steps
Positive feedback from the redevelopment program
Directors: Meyer, Braley

9. CITY MANAGER REPORT

Start Time: 6:21 p.m.
Discussion: Predevelopment and Redevelopment Grants
Financial Reporting

Meeting adjourned at 6:24 p.m.

ATTEST:

Bill Meyer, Chairperson

Lindsey White, City Recorder