



Florence Urban Renewal Agency (FURA) Regular Meeting

In Person & 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 of 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.

April 23, 2025

AGENDA

5:30 p.m.

FURA Directors:

Vice-Chair Dave Braley
Ron Moore

Chairperson, Mike Webb

Bill Meyer
Susy Lacer

Rob Ward
Ron Preisler

Sally Wantz
Heather Posegate

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.

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

<https://attendee.gotowebinar.com/register/1152877970863263319>

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.

Mike Webb
Chairperson

ACTION ITEMS

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

3. 5-YEAR URBAN RENEWAL ACTION PLAN

Consider approval of Resolution No. 1, Series 2025, a resolution adopting the Five-Year Urban Renewal Action Plan for Fiscal Years Ending June 30, 2026 through 2030. Elaine Howard of Elaine Howard Consulting LLC will present an overview of the Action Plan and be available to answer questions from the Board.

Erin Reynolds
City Manager

REPORTS & UPDATES

4. QUINCE STREET HOTEL DEVELOPMENT UPDATE

Matt Braun will provide an update on the progress of the Quince Street hotel development.

Megan Messmer
Assistant City Manager

5. CITY MANAGER REPORT

- FURA Recruitment Update
- Calendar Review

Erin Reynolds
City Manager

FURA CALENDAR		
<i>All meetings are held in person with a virtual option unless otherwise indicated</i>		
Date	Time	Description
May 14, 2025	5:30 p.m.	<i>Florence Events Center</i> FURA Budget Committee Meeting
June 25, 2025	5:30 p.m.	FURA Meeting, Budget Adoption Public Hearing
July 23, 2025	5:30 p.m.	FURA Meeting
July 18, 2025	Save the Date	Block Party
August 5, 2025	Save the Date	National Night Out
August 27, 2025	5:30 p.m.	FURA Meeting
September 17, 2025	5:30 p.m.	FURA Meeting
October 22, 2025	5:30 p.m.	FURA Meeting
November 19, 2025	5:30 p.m.	FURA Meeting

PUBLIC MEETINGS PROCEDURES

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 (April 23, 2025 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 <https://www.ci.florence.or.us/urbanrenewal/request-address-fura-speakers-card> at least 1 hour prior to the meeting (April 23, 2025 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 Public Meeting Policies, visit the City of Florence website at <https://www.ci.florence.or.us/council/rules-procedure>.

RESOLUTION NO. 1, SERIES 2025

RESOLUTION ADOPTING THE FIVE-YEAR URBAN RENEWAL ACTION PLAN FOR FISCAL YEARS ENDING JUNE 30, 2026 THROUGH 2030

1. The Florence Urban Renewal Agency (Agency) has prepared a non-binding Five-Year Urban Renewal Action Plan "Plan" to guide strategic priorities and forecasted expenditures for the fiscal years ending June 30, 2026 through 2030.
2. The Five-Year Action Plan has been prepared by Elaine Howard Consulting LLC and Tiberius Solutions LLC and outlines a framework to assist with the Agency's annual budgeting process and long-term project planning and implementation.
3. The Plan anticipates an average annual tax increment revenue stream of approximately \$1 million over the next five years to be allocated toward administration, debt service, and eligible project activities.
4. The Plan identifies approximately \$1.3 million in unallocated funding available for project activities over the five-year period, in addition to the \$761,000 already anticipated in the fiscal year ending June 30, 2025.

Based on these findings,

1. **BE IT RESOLVED** that the Board of Directors of the Florence Urban Renewal Agency hereby adopts the Five-Year Urban Renewal Action Plan for Fiscal Years Ending June 30, 2026 through 2030 as a strategic, non-binding guide to inform future budgeting decisions and the implementation of projects consistent with the Florence Downtown Preservation and Renewal Plan.
2. **BE IT FURTHER RESOLVED** that the Board of Directors acknowledges the revenue forecasts, debt service obligations, and strategic financial commitments presented in the Action Plan and directs staff to use the Plan as a resource in preparing future Agency budgets.

The above resolution statements were approved and declared adopted on the 23rd day of April 2025.

Mike Webb, Chairperson

Attest:

Lindsey White, City Recorder



**Five-Year Action Plan
FY 2025/26 to FY 2029/30**



**Five-Year Urban Renewal Action Plan
Florence Downtown Preservation and Renewal Plan
FY 2025/26 to FY 2029/30**

Purpose

A Five-Year Urban Renewal Action Plan is a non-binding framework presenting strategic priorities and forecasted expenditures for fiscal years 2025-26 through 2030-31. The Five-Year Action Plan for the Florence Downtown Preservation and Renewal Plan (Plan) will help guide completing the Florence Urban Renewal Agency's (Agency) annual budgeting process and allocating resources to projects. Many of the projects take long-term Agency commitments and staffing, so knowing a plan for the next five years allows staff to confidently focus on and implement the Agency's priorities. This Five-Year Action Plan was prepared by Elaine Howard Consulting LLC and Tiberius Solutions LLC.

Executive Summary

There is approximately \$1.3 million available in the next five years to allocate to project activity. This does not include \$761 thousand allocated to projects in the FYE 2025 budget.

Revenue Forecast

Over the next five years the Agency anticipates an average annual tax increment revenue stream of about \$1 million dollars. This revenue will pay for administration of the urban renewal area, debt requirements and future projects. The administration and debt service obligations are:

- Administration: The materials and services budget for the Agency includes \$84,100 per year, inflated by 3% annually throughout the life of the Plan and Internal Service of the URA is projected to be \$171,800 per year (2025\$), inflated each year by 3%.
- Debt Service: There are two outstanding loans. Figure 1. Outstanding Debt Service shows the committed payments for debt service.
- The assessed value growth is projected to be 3.5% per year. This is the average of the assessed value growth in the last two years.
- The do not include assumptions of new development in the Area. The projections for assessed value growth do not include the projected Quince Street Hotel Project nor any other new development in the urban renewal area. The Quince Street Hotel Project is anticipated to be completed in approximately 2 years. The project has a 3-year tax exemption commitment on the improvements. Once developed and after the tax exemption expires, this assessed value will come on the property tax rolls. This will increase the tax revenues at that time.
- Financial commitment to the Quince Street Hotel Project of \$115,000 in FYE 2025 and an additional \$625,000 between FY 2026 and FY 2035 for Quince Street Contribution and System Development Charges.

Figure 1. Outstanding Debt Service

Loan	Final Payment	Total Payments
FFCO 2016 20-year	FYE 2037	\$ 3,077,871
2019A FFCE Banner Bank	FYE 2039	\$ 3,214,471

Source: Tiberius Solutions and City of Florence

Figure 2. Projected Amounts for Projects indicates the amounts available annually for projects in constant 2024\$ (not accounting for future inflation). If any of these funds are not spent, they will carry forward to future years.

Figure 2. Projected Amounts for Projects (\$2024)

	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030
Projects	(\$761,502)	(\$173,301)	(\$220,643)	(\$266,911)	(\$312,101)	(\$356,259)

Source: Tiberius Solutions



Highway 101 Improvements

Figure 3. Revenues and Expenditures FYE 2025 – 2030 shows the full table of revenues and expenditures from FYE 2025 through FYE 2030 including debt service, administration and allocations to projects shown in year of expenditure dollars, so the amounts are a bit larger than in Figure 2. The future TIF revenues are based on a 3.5% assessed value growth rate which is the historical growth rate in the URA and a 3% inflation rate for projects. There is a commitment of \$62,500 each year from FYE 2026 for ten years for the Quince Street Hotel Project. This would come out of the “Projects” line item under expenditures.

Figure 3. Revenues and Expenditures FYE 2025 – 2030 (inflated \$)

	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030
TAX INCREMENT FUND						
Resources						
Beginning Balance	419,129	-	-	-	-	-
Interest Earnings	2,096	-	-	-	-	-
TIF: Current Year	829,671	890,136	952,717	1,017,489	1,084,527	1,153,912
TIF: Prior Years	11,569	12,445	13,352	14,291	15,262	16,268
Total Resources	1,262,465	902,581	966,069	1,031,779	1,099,789	1,170,180
Expenditures						
<i>Debt Service</i>						
Scheduled Payments						
FFCO 2016 20 year	(246,229)	(246,229)	(246,229)	(246,229)	(246,229)	(246,229)
2019A FFCO Banner	(214,274)	(214,274)	(214,274)	(214,274)	(214,274)	(214,274)
Resources						
Beginning Balance	516,359					
Interest Earnings	2,582					
Transfer from TIF Fund	801,961	442,077	505,565	571,275	639,285	709,676
Other	4,000					
Total Resources	1,324,902	442,077	505,565	571,275	639,285	709,676
Expenditures (YOE \$)						
Materials and Services	(84,100)	(86,623)	(89,222)	(91,896)	(94,655)	(97,497)
Grant Requirements	(187,500)					
Capital Outlay	(120,000)					
Internal Service	(171,800)	(176,954)	(182,263)	(187,726)	(193,361)	(199,168)
Projects	(761,502)	(178,500)	(234,080)	(291,653)	(351,269)	(413,011)
Financing Fees						
Total Expenditures	(1,324,902)	(442,077)	(505,565)	(571,275)	(639,285)	(709,676)

Source: Tiberius Solutions LLC

Future Spending/Debt

The TIF forecast did not contemplate future debt. Spending by the Agency must be through a debt instrument, but that does not have to be long term debt. Debt can also be through contracts (pay as you go) and short term “du jour” debt (borrowing for a short time frame and paid back with annual tax increment proceeds). At this time, there are not sufficient revenues to incur additional long-term debt.

Project Priorities Figure 4. Project List is the full project list in the initial Plan. It shows which projects have been completed as indicated in the 2013 Plan Update and this 2025 Plan Update. Figure 5. Projects Not Completed From Original List separates out the projects which have not been completed from the original list. Figure 6. Project Priorities 2025 indicates those projects recommended by the Agency for the future spending in the Area and includes the projects from Figure 5. The Quince Street Hotel Project has legal commitments, so is the first priority. The other projects are not prioritized.

The limitations on project spending are:

- There is \$761,502 allocated for project activities in the FYE 2025 budget.
- There is approximately \$1.3 million of constant FY 2024 dollars that can be allocated to projects between FYE 2026 and FYE 2030, see Figure 2. Projected Amounts for Projects (FYE 2025 is not included in this number).
- There is additional future revenue of approximately \$5.328 million that can be allocated to projects after FYE 2030 until the maximum indebtedness is reached.
- There is a commitment to the Quince Street Hotel Project of \$ 740,000. \$115,000 is expected to be used in FYE 2025. An additional \$625,000 is committed over the next ten years with equal annual payments of \$62,500.



Highway 101 Improvements

Figure 4. Project List

	<u>Status</u>	
<u>Project Activity</u>	2013 update	2025 update
Development and Redevelopment		
Complete interpretative site (North)		Completed
Develop estuary trail (Hwy 126 to Bridge)		Completed
Financial & tech assistance to bring properties into compliance w/ Downtown Plan		TO DO
Create financial incentives to provide "workforce housing"		TO DO
Incent development of public parking		Parking update
Infrastructure		
Facilitate development of old middle school property/Quince Street Development		TO DO
Upgrade water delivery system	Completed	
Stormwater abatement in downtown	Completed	
Pedestrian Safety		
Stripe Hwy 101 for parking		Completed
Construct bulb outs with planters		Completed
Install Traffic Light at 2 nd and Hwy 101	Completed	
Install emergency vehicle control of traffic lights		Completed
Sidewalk improvements including accessibility & visibility		TO DO
Public Facilities		
Install Old Town restrooms		TO DO
Visitor's Center, Chamber	Completed	
Mini-Park Development & Enhancement including Veterans Park		TO DO
Facilitate the development of new senior center	Completed	
Preservation and Rehabilitation		
Repair/replace dilapidated public fishing dock	Completed	
Replace dilapidated Maple St. public boat dock	Completed	
Facilitate rebuild of commercial wharf (Mo's ICM)/add ice machine facility	Completed	
Streetscape Projects		
Complete downtown antique lighting project		TO DO
Install benches, waste receptacles, planters, bike racks, trees		TO DO
Underground existing overhead wires		TO DO

Source: Florence Urban Renewal Agency

Figure 5. Projects Not Completed from Original List

Project Activity
Development and Redevelopment
Financial & tech assistance to bring properties into compliance w/ Downtown Plan
Create financial incentives to provide "workforce housing"
Incent development of public parking
Infrastructure
Facilitate development of old middle school property/Quince Street Development
Pedestrian Safety
Sidewalk improvements including accessibility & visibility
Public Facilities
Install Old Town restrooms
Mini-Park Development & Enhancement including Veterans Park
Streetscape Projects
Complete downtown antique lighting project
Install benches, waste receptacles, planters, bike racks, trees
Underground existing overhead wires

Source: Florence Urban Renewal Agency



Entrance to Old Town

Figure 6. Project Priorities 2025

Project	Estimated Cost	Notes
Facilitate development of old middle school property/Quince Street Hotel Project Development	\$740,000*	Includes DDA Obligations Oils/Geotech, closing costs, building permit fees, Quince Street contribution and System Development Charges
Financial and Technical Assistance to bring Old Town Properties into compliance with Downtown Streetscape Plan	TBD	Grant programs and Old Town Bay Street Streetscape
Old Town Master Plan and Implementation Undergrounding utilities Traffic pattern update Parking update Antique lighting Landscaping Amenities Sidewalks Bringing the area up to City and ADA code Wayfinding plan Additional restrooms Open space/park space Community outreach	TBD	
Workforce housing/childcare**	TBD	

Source: Florence Urban Renewal Agency from Jan 22, 2025 FURA meeting

Notes: Figure 6. Project Priorities 2025 indicates those projects prioritized by the Agency for the future spending in the Area and includes the projects from Figure 5. The Quince Street Hotel Project has legal commitments through a development agreement, so is the first priority. The other projects are not prioritized.

*This includes funding allocated to projects in FYE 2025. The FYE amount is projected at \$115,000.

**Childcare should be included as a component of a future workforce housing project. This can be accomplished through various methods including funding by the private developer. This will be determined in the future when this project is initiated.

Maximum Indebtedness

Figure 7 illustrates the maximum indebtedness. The points below explain the table.

- The authorized maximum indebtedness (MI) of the Plan is \$22,545,000. Maximum Indebtedness is the total amount of tax increment revenues that may be spent on projects, programs and administration over the life of the Plan.
- The maximum indebtedness used to FYE 2024 is \$8,463,015. This does not include future development agreement commitments to the Quince Street Hotel Project of \$740,000.
- The remaining MI at FYE 2024 is \$14,081,985.

Figure 7. Maximum Indebtedness Analysis

Original Maximum Indebtedness	\$22,545,000
Maximum Indebtedness Used to FYE 2024	\$8,463,015
Maximum Indebtedness Remaining	\$14,081,985

Source: Tiberius Solutions

Figure 8 breaks out the maximum indebtedness to the amounts that are available for projects in incremental five-year periods. The points below explain the table.

- Net Tax Increment Funds (from FYE 2024 to end of Plan) include the amounts paid for interest and principal on debt and the amounts used for administration and project activities. The amount of tax increment funds that are expected to be needed to reach the MI and pay the debt service payments is \$20,000,000. This includes interest on debt, which, by statutory definition, is not included in the MI accounting.
- The difference between the net tax increment funds of \$20,000,000 and the Capacity of \$11,700,000 (2024\$) is removing the debt service payments and discounting the remaining funds to 2024\$ using a 3% inflation factor.
- The difference between Capacity of \$11,700,000 and Capacity for Projects of \$7,400,000 is the cost of materials and services and administration. There is approximately \$7,400,000 of constant FY 2024 \$ to be spent on projects over the remaining life of the Plan. The Capacity for Projects (2024\$) is over the full life of the Plan until it reaches its maximum indebtedness. This amount is not available at this time. It does not include the funding budgeted in FYE 2025.
- The amounts available in the five-year increments include amounts needed for all expenditures including administration, debt service and project activities (\$11,700,000).

Figure 8. Break out of Maximum Indebtedness Remaining

Net Tax Increment Funds (from FYE 2024 to end)	\$20,000,000
Capacity (2024\$) (discounts for inflation)	\$11,700,000
Capacity for Projects (2024\$)	\$7,419,235
Years 1-5	\$3,300,000
Years 6-10	\$3,500,000
Years 11-15	\$4,800,000
Year 16	\$100,000

Source: Tiberius Solutions