



City of Florence
A City in Motion

Florence Urban Renewal Agency (FURA) Regular Meeting

Florence Events Center
715 Quince Street
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.

January 30, 2019

AGENDA

12:00 p.m.

FURA Directors:
Vice-Chair John Scott
Ron Caputo

Chairperson, Joshua Greene
Joe Henry
Patricia Riley

Ron Preisler
Mike Webb

Dave Braley
William Meyer

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

CALL TO ORDER – ROLL CALL

12:00 p.m.

1. APPROVAL OF AGENDA

Joshua Greene
Chairperson

2. PUBLIC COMMENTS

This is an opportunity for members of the audience to bring to the Agency'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.

Joshua Greene
Chairperson

ACTION ITEMS

3. APPROVAL OF MINUTES

Consider approval of the Florence Urban Renewal Agency meeting minutes of December 27, 2017, January 24, 2018, February 28, 2018, March 28, 2018, April 9, 2018, April 25, 2018, May 23, 2018, June 27, 2018, August 1, 2018, September 19, 2018 and November 20, 2018.

Kelli Weese
City Recorder

4. PUBLIC ART COMMITTEE CENTRAL LINCOLN PUD MURAL CONTRACT

Consider authorizing the City Manager to sign an agreement with Marino-Heidel Studios in the amount of \$30,000 for creating a mural for the Central Lincoln PUD building and hear and update on the Public Art Committee's progress.

Public Art
Committee
Representatives

5. AGENCY BYLAWS AND APPOINTMENT PROCESS

Review the Florence Urban Renewal Agency Bylaws and consider initiating bylaws update.

Kelli Weese
City Recorder

REPORTS, PRESENTATIONS & UPDATES

6. REVISION FLORENCE

Staff will provide an update on the ReVision Florence construction and will discuss next steps for the project.

Megan Messmer
Project Manager

7. CITY MANAGER REPORT

Erin Reynolds
City Manager

URBAN RENEWAL CALENDAR

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

Date	Time	Description
February 27, 2019	5:30 p.m.	Florence Urban Renewal Agency Meeting

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
250 Hwy 101, Florence, Oregon
Final Action Minutes
December 27, 2017**

CALL TO ORDER - ROLL CALL

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

Directors Present: Chairperson Joshua Greene and Directors John Scott, Joe Henry, Ron Preisler, Dave Braley, Ron Caputo, Patricia Riley, and Mike Webb.

Directors Absent: None

Staff Present: City Manager Erin Reynolds and Project Manager Megan Messmer.

1. APPROVAL OF AGENDA

Start Time: 5:31 p.m.
Action: Approve agenda as presented
Vote: Unanimous

2. PUBLIC COMMENTS

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

Start Time: 5:31 p.m.
Comments: None

ACTION ITEMS

3. APPROVAL OF MINUTES

Consider approval of the August 23, 2017 Florence Urban Renewal Agency minutes.

Start Time: 5:32 p.m.
Action: Approve minutes as presented
Motion: Director Webb
Second: Director Caputo
Vote: Unanimous

4. LANE COUNTY INTERGOVERNMENTAL AGREEMENT

Consider approval of the Intergovernmental Agreement (IGA) with Lane County outlining Lane County's commitment to help fund the ReVision Florence project in the amount of \$200,000 per year for six years for a total of \$1.2 million.

Start Time: 5:34 p.m.
Handout: ReVision Florence Memorandum
Discussion: The Agency discussed...

- How individual items would be included within the budget given the transient room tax regulations
- General support from Lane County
- Public outreach for the project moving forward
- Lane County's commitment based on availability of transient room tax revenue
- Case made to the County regarding the Florence's portion of transient room tax revenue
- City of Florence's involvement in agreement with Lane County

Action: Authorize the City Manager to enter into an intergovernmental agreement with Lane County for the \$1.2 million ReVision Florence funding commitment.

Motion: Director Webb
Second: Director Braley

Discussion: The Agency discussed...

- City of Florence's involvement in agreement with Lane County

Vote: Unanimous

REPORTS & UPDATES

5. REVISION FLORENCE PROJECT UPDATE

Start Time: 5:51 p.m.

Discussion: The Agency discussed...

- Overall project status and next steps toward 90% submittal to the Oregon Department of Transportation (ODOT)
- Design elements of Hwy 126 and how the funding will be allocated
- Potential cost reduction measures
- Potential to not be able to complete the Hwy 126 portion of the project
- Estimates for construction costs
- Funding commitments received thus far
- Project timelines
- Work by ODOT in other communities and how funding is allocated
- Right-of-way acquisition process and allocation of temporary and permanent right-of-way easements
- Public outreach process and next steps
- Recent social media posts within the community
- Potential creation of a schedule for the project for both the agency and community outreach
- Costs for undergrounding utilities

5. CITY MANAGER REPORT

Start Time: 6:35 p.m.

Discussion: The Agency discussed...

- Upcoming meeting calendar including potential meeting start times
- MainStreet Small Business Revolution program and reception

Meeting adjourned at 6:39 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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
Held at the Florence Events Center
175 Quince Street, Florence, Oregon
Final Action Minutes
January 24, 2018**

CALL TO ORDER - ROLL CALL

Meeting called to order at 5:53 p.m.

Directors Present: Chairperson Joshua Greene and Directors John Scott, Joe Henry, Dave Braley, Ron Caputo, Patricia Riley, and Mike Webb.

Directors Absent: Director Ron Preisler

Staff Present: City Manager Erin Reynolds, Public Works Director Mike Miller, Planning Director Wendy Farley Campbell, and City Recorder / Economic Development Coordinator Kelli Weese.

1. APPROVAL OF AGENDA

Start Time: 5:54 p.m.
Action: Approve agenda as presented
Motion: Director Braley
Second: Director Henry
Vote: Unanimous, Director Preisler was absent

2. PUBLIC COMMENTS

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

Start Time: 5:54 p.m.
Comments: None

REPORTS & UPDATES

3. REVISION FLORENCE PROGRESS UPDATE

- Intergovernmental Agreement (IGA) with Lane County
- Right-of-Way Process
- Project Timeline
- Public Outreach

Start Time: 5:55 p.m.

Discussion: The Agency discussed...

- Next steps with the coordination with Lane County
- Responses to coordination with Oregon Department of Transportation submittal for 90% design submittal
- Clarification on geotechnical information
- Clarification between project budget and 10% contingency
- City's water and sewer line project along Hwy 101

4. CITY MANAGER REPORT

Start Time: 6:10 p.m.

Discussion: The Agency discussed...

- Upcoming meeting calendar including potential meeting start times
- City Hall remodel project
- Urban Renewal Agency board recruitment

Meeting adjourned at 6:15 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, City Recorder

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**Florence Urban Renewal Agency Meeting
Held at the Florence Events Center
175 Quince Street, Florence, Oregon
Final Action Minutes
February 28, 2018**

CALL TO ORDER - ROLL CALL

Meeting called to order at 5:28 p.m.

Directors Present: Chairperson Joshua Greene and Directors John Scott, Joe Henry, Ron Preisler, Dave Braley, Ron Caputo, Patricia Riley, Mike Webb and Bill Meyer.

Directors Absent: None

Staff Present: City Manager Erin Reynolds, Finance Director Andy Parks, City Project Manager Megan Messmer and City Recorder / Economic Development Coordinator Kelli Weese.

Guests Present: Public Art Committee representatives Harlen Springer and Jo Beaudreau; Downtown Revitalization Team representative Susy Lacer.

1. APPROVAL OF AGENDA

Start Time: 5:28 p.m.

Action: Approve agenda as presented, with the amendment to move agenda item #5 to agenda item #4

Vote: Unanimous

2. PUBLIC COMMENTS

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Start Time: 5:29 p.m.

Comments: None

ACTION ITEM

3. ELECT CHAIR & VICE-CHAIR

Start Time: 5:29 p.m.

Nomination: Director Webb nominated Director Greene for the position of Chairperson.

Second: Director Scott

Vote: Unanimous

Nomination: Director Henry nominated Director Scott for the position of Vice-Chairperson.

Second: Director Greene

Vote: Unanimous

REPORTS, PRESENTATIONS & UPDATES

Moved from Agenda Item #5 to Agenda Item #4.

5. PUBLIC ART COMMITTEE (PAC) UPDATE

The Public Art Committee will provide an update on their activities

Start Time: 5:30 p.m.

Handout: Florence Oregon Art Passport

Discussion: The Agency discussed...

- Overview of projects of the Public Art Committee
- Longevity of the Central Lincoln PUD Mural
- Florence Art Passport role in outreach and communication
- Ability to find a grant writer and administrator for public art and other projects
- Art installations for the ReVision Florence project

4. DOWNTOWN REVITALIZATION TEAM (DRT) UPDATE

The Downtown Revitalization Team will provide an update on their activities

Start Time: 5:49 p.m.

Discussion: The Agency discussed...

- Update on Deluxe Main Street program
- Flower Basket Updates
- Potential parklet opportunities
- Recent uptown committee meeting and coordination with the downtown revitalization team

6. FINANCIAL REPORT UPDATE

- Quarterly Financial Report

Start Time: 5:55 p.m.

Discussion: The Agency discussed...

- FURA philosophy to leverage income received
- Clarification on the FURA general fund estimates given spending timeline estimates
- Clarification on how FURA borrows money for projects and its payback plan
- Amendment to debt service report to show the maturity date to allow clarification on debt timelines

7. REVISION FLORENCE

Review status of ReVision Florence project.

Start Time: 6:09 p.m.

Discussion: The Agency discussed...

- Next steps with the coordination with Lane County and right-of-way administration
- Coordination with the Oregon Department of Transportation on multiple alternative options for street furniture items
- Process for working with the construction contractors on aesthetic aspects of the project
- Clarification on locations of the right-of-way easements
- Upcoming open houses and public outreach
- ReVision Florence project webpage
- Timeline for art location planning
-

8. FURA OVERVIEW, PUBLIC MEETINGS & ETHICS LAWS TRAINING

Review the structure of agency, public meetings law and ethics training

Start Time: 6:32 p.m.

Handout: PowerPoint Presentation

Discussion: The Agency discussed...

- The agency reviewed the presentation and laws related to public meetings and ethics

9. CITY MANAGER REPORT

- CIS Harassment Training Video

Start Time: 7:05 p.m.

Discussion: The Agency discussed...

- Upcoming meeting calendar including potential meeting start times
- CityCounty Insurance Services (CIS) Training Video
- Need for minutes from the prior meeting

Meeting adjourned at 7:08 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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
715 Quince Street, Florence, Oregon
Final Action Minutes
March 28, 2018**

CALL TO ORDER - ROLL CALL

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

Directors Present: Chairperson Joshua Greene and Directors Joe Henry, Ron Preisler, Dave Braley, Ron Caputo, Mike Webb, and Bill Meyer.

Directors Absent: Directors John Scott and Patricia Riley.

Staff Present: City Manager Erin Reynolds, Project Manager Megan Messmer, Finance Director Andy Parks and City Recorder / Economic Development Coordinator Kelli Weese.

1. APPROVAL OF AGENDA

Start Time: 5:30 p.m.
Action: Approve agenda as presented
Vote: Unanimous

2. PUBLIC COMMENT

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Start Time: 5:31 p.m.
Comments: None

ACTION ITEMS

3. REVISION FLORENCE ODOT IGA AGREEMENT

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

Start Time: 5:32 p.m.

Discussion: The Agency reviewed a PowerPoint presentation and discussed...

- Overview of the agreement with ODOT
- Cost of undergrounding utilities
- Placement of conduit within the right-of-way and potential extra capacity within the conduit

Action: Authorize the City Manager to finalize negotiations with ODOT on Amendment 1 to the ReVision Florence IGA with ODOT as outlined in the meeting materials.

Motion: Director Webb

Second: Directory Caputo

Vote: Unanimous – Directors Scott and Riley absent

4. REVISION FLORENCE DESIGN / ENGINEERING CONTRACT AMENDMENT

Consider authorizing the City Manager to sign contract amendment #3 with Murraysmith in the amount of \$213,030 for final design, engineering, and construction phase support services for ReVision Florence.

Start Time: 5:42 p.m.

Discussion: The Agency reviewed a PowerPoint presentation and discussed...

- Overview of changes to the contract
- Process for determining cost estimates within the contract
- Clarification on the 10% buffer and which organization would bear the cost of increases over the estimate
- Clarification on the budget estimates for utility undergrounding
- Right-of-way easement determination and general consensus in community

Action: Authorize the City Manager to sign Contract Amendment #3 with Murraysmith, to finalize design and provide construction phase support services during construction of ReVision Florence in the amount of \$213,030.

Motion: Director Webb

Second: Directory Braley

Vote: Unanimous – Directors Scott and Riley absent

REPORTS, PRESENTATIONS & UPDATES

5. FINANCIAL FORECAST AND REVISION FLORENCE FUNDING

Review and consider updates to the long range financial forecast and overall ReVision Florence project funding.

Start Time: 6:01 p.m.

Discussion: The Agency reviewed a PowerPoint presentation and discussed...

- Clarification of the Lane County Allocation
- Clarification on debt proceeds
- Current borrowing rate
- Potential future projects for the district
- Overall timeline for the Agency's plan
- Overall philosophy of new projects and their implications for FURA debt and spending
- Next project to include private investment opportunities

6. CITY MANAGER REPORT

Start Time: 6:31 p.m.

Discussion: The Agency reviewed a draft construction survival guide and discussed...

- Public Communication for the ReVision Florence project
- Public open house timeline
- Suggestions for business to improve access during the construction period
- Timeline for ODOT paving
- Overall capital project spending in the community over the past three years

Meeting adjourned at approximately 6:42 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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 Special Meeting
715 Quince Street, Florence, Oregon
Final Action Minutes
April 9, 2018**

CALL TO ORDER - ROLL CALL

Meeting called to order at 12:40 p.m.

Directors Present: Chairperson Joshua Greene and Directors John Scott, Joe Henry, Ron Preisler, Dave Braley, Ron Caputo, Patricia Riley, Mike Webb and Bill Meyer.

Directors Absent: None

Staff Present: City Manager Erin Reynolds, Finance Director Andy Parks, Project Manager Megan Messmer, Florence Events Center Director Kevin Rhodes and City Recorder / Economic Development Coordinator Kelli Weese.

ACTION ITEM

1. FLORENCE URBAN RENEWAL AGENCY LAND PURCHASE

Consider the purchase of property as discussed during executive session.

Start Time: 12:40 p.m.

Discussion: The Agency discussed...

- Environmental assessment costs for the property
- Past uses of the property and potential environmental issues
- Uses of the \$500,000 allocated and potential opportunities for future development
- Prior public investment in the property

Action: Authorize City Manager Erin Reynolds to perform and act on behalf of the Florence Urban Renewal Agency (FURA) as the buyer to:

- Enter into a purchase and sales agreement (PS&A) to purchase the Quince Street property (18-12-26-33-00901 '6.33 acres' and 18-12-26-33-00900 '7.06 acres') commonly referred to as the 'Old Middle School' site from Aspen Flo LLC (the Seller) in the amount of \$495,000
- Open escrow at the Florence branch of First American Title
- Pay for 50% of the usual and customary fees related to closing
- Pay for 100% of the title insurance
- Pay for the activities needed to be performed during the due diligence period including the survey and environmental assessment costs
- Sign and execute the transaction on behalf of FURA
- Sign the Specialty Warranty Deed to accept the property as conveyed by the seller

Motion: Director Braley
 Second: Directory Scott
 Vote: Directors Scott, Henry, Preisler, Braley, Riley, Webb, Meyer and Chairperson Greene voted 'Aye'. Director Caputo voted 'Nay'. Motion passed 8-1.

Action: Recommend the City Council pass an ordinance to amend the Florence Urban Renewal Agency plan to allow the purchase of property owned by Aspen Flo LLC (as described above) and other potential property purchase as appropriate.

Motion: Mayor Henry
 Second: Director Riley
 Vote: Unanimous

6. CITY MANAGER REPORT

Start Time: 12:48 p.m.
 Discussion: The Agency discussed...

- Upcoming FURA meeting schedule

Meeting adjourned at 12:53 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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
715 Quince, Florence, Oregon
Final Action Minutes
April 25, 2018**

CALL TO ORDER - ROLL CALL

Meeting called to order at 6:00 p.m.

Directors Present: Chairperson Joshua Greene and Directors John Scott, Joe Henry, Ron Preisler, Dave Braley, Ron Caputo, Mike Webb and Bill Meyer.

Directors Absent: Director Patricia Riley

Staff Present: City Manager Erin Reynolds and City Recorder / Economic Development Coordinator Kelli Weese.

1. APPROVAL OF AGENDA

Start Time: 6:00 p.m.
Action: Approve agenda as presented
Vote: Unanimous

2. PUBLIC COMMENT

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Start Time: 6:01 p.m.
Comments: None

ACTION ITEM

3. AMENDMENT TO FLORENCE DOWNTOWN PRESERVATION PLAN

Consider approval of **Resolution No. 1, Series 2018**, a resolution adopting a minor amendment to the Florence Downtown Preservation & Renewal Plan, authorizing acquisition of the Old Middle School Property located on the east side of Quince Street and south of 8th Street (Tax Lots 18-12-26-33-00900 and 18-12-26-33-00901).

Start Time: 6:01 p.m.

Discussion: The Florence Urban Renewal Agency discussed...

- Process for the property purchase
- Clarification on the location of the property

Directors: Webb and Braley

Action: Approve Resolution No. 1, Series 2018

Motion: Director Webb

Second: Directory Braley

Vote: Directors Scott, Henry, Preisler, Braley, Webb, Meyer and Chairperson Greene – ‘Aye’; Director Caputo ‘Nay’; Director Riley Absent; Motion passes 7-1.

REPORTS, PRESENTATIONS & UPDATES

9. CITY MANAGER REPORT

Start Time: 6:05 p.m.

Handouts: Old Middle School Property Survey Information
ReVision Florence Construction Survival Guide

Discussion: The Florence Urban Renewal Agency discussed...

- Old Middle School Property Purchase including...
 - Timeline for environmental study and survey of property
 - Recent property dispute between Port of Siuslaw and Mr. Don Saxon
 - Property encroachment of driveway to the south end of the property
 - Estuary trail timeline and potential with property purchase
 - Location of the pedestrian crossing at redwood
 - Next steps for land partition
- ReVision Florence including...
 - Timeline for project
 - Right-of-way easements
 - Siuslaw River Bridge protection project
 - Media outreach for ReVision Florence

Meeting adjourned at approximately 6:34 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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
715 Quince, Florence, Oregon
Final Action Minutes
May 23, 2018**

CALL TO ORDER - ROLL CALL

Meeting called to order at 5:32 p.m.

Directors Present: Chairperson Joshua Greene and Directors John Scott, Joe Henry, Ron Preisler, Dave Braley, Patricia Riley, Mike Webb and Bill Meyer.

Directors Absent: Director Ron Caputo

Staff Present: City Manager Erin Reynolds, Finance Director Andy Parks, and City Project Manager Megan Messmer.

Guests Present: Harlen Springer and Jo Beaudreau, Public Art Committee Representatives

1. APPROVAL OF AGENDA

Start Time: 5:32 p.m.
Action: Approve agenda as presented
Motion: Director Webb
Second: Director Henry
Vote: Unanimous, Director Caputo was absent

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: 5:33 p.m.
Comments: None

ACTION ITEM

3. CITY OF FLORENCE INTERGOVERNMENTAL AGREEMENT

Consider approval of **Resolution No. 2, Series 2018**, a resolution authorizing an intergovernmental agreement (IGA) with the City of Florence to finance FURA projects; authorizing a supplemental urban renewal obligation declaration, intergovernmental agreement and letter of credit agreement; delegating authority to negotiate and execute all documents; and related matters.

Start Time: 5:34 p.m.

Discussion: The Florence Urban Renewal Agency discussed...

- Clarification on name of the project within the intergovernmental agreement
- Detail on the potential funding mechanisms
- Potential interest rates within the government pool
- Costs of managing the funds and dispersing them
- Clarification for the process to award the contract
- Coordination with the Florence City Council and upcoming agenda item at the June 4th City Council meeting
- Potential to obtain additional debt for contingencies and how that process may work
- Clarification on relationship with the City of Florence for the letter of credit issuance

Directors: All Director's present

Action: Approve Resolution No. 2, Series 2018
Motion: Director Henry
Second: Directory Braley
Vote: Unanimous, Director Caputo was absent

REPORTS, PRESENTATIONS & UPDATES

4. PUBLIC ART COMMITTEE (PAC) UPDATE

The Public Art Committee will provide an update on their activities.

Start Time: 6:07 p.m.

Discussion: The Florence Urban Renewal Agency discussed...

- Old Town trash can's project public feedback
- Art Exposed 'Copper Leaf Tree' installation and maintenance

- Clarification for the agreement for the Art Exposed program
- Potential night time lighting for the art pieces
- Fee to artist for the use of the art over two years and potential increases in the future
- Insurance on the art pieces
- Siuslaw Bridge Steps application process and proposal
- Potential safety concerns for the bright colors along the steps
- Direction to the artist for the artwork
- Potential for the Central Lincoln PUD mural to wrap around the CLPUD building façade on both the south and east facing walls
- Working with CLPUD for the mural placement
- Potential art placement on the water tower

5. **REVISION FLORENCE**

Review status of ReVision Florence project.

Start Time: 6:40 p.m.

Discussion: The Florence Urban Renewal Agency discussed...

- Results of open house
- Overall design elements for the intersection of Hwy 101 and 126 including specific landscaping elements
- Potential methods to honor former mayor Wilbur Ternyik
- ODOT placement of pedestrian crossings along Hwy 101

6. **OLD MIDDLE SCHOOL PROPERTY PURCHASE**

Review status and next steps with Old Middle School property purchase.

Start Time: 6:56 p.m.

Discussion: The Florence Urban Renewal Agency discussed...

- Hazardous waste found on the site left by transients
- Work with southern property owner to perform a lot line adjustment
- Unauthorized camping on the property and city enforcement
- Potential signage to indicate camping prohibition

- Consideration for hiring architectural consultant to create renderings for the property
- Potential establishment of a work committee to discuss options for development of a marketing plan
- Potential to establish southern area of the lot for park development

7. CITY MANAGER REPORT

Start Time: 7:15 p.m.
Discussion: None

Meeting adjourned at approximately 7:16 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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
715 Quince, Florence, Oregon
Final Action Minutes
June 27, 2018**

CALL TO ORDER - ROLL CALL

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

Directors Present: Chairperson Joshua Greene and Directors John Scott, Ron Preisler, Dave Braley, Ron Caputo, Patricia Riley, Mike Webb, and William Meyer. Director Joe Henry left at 6:15 p.m.

Directors Absent: None

Staff Present: City Manager Erin Reynolds, Finance Director Andy Parks, City Project Manager Megan Messmer and City Recorder / Economic Development Coordinator Kelli Weese.

1. APPROVAL OF AGENDA

Start Time: 5:31 p.m.
Action: Approve agenda as presented
Motion: Director Webb
Second: Director Scott
Vote: Unanimous

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: 5:32 p.m.
Comments: None

ACTION ITEM

3. REVISION FLORENCE

Review status of ReVision Florence project and determine options for next steps with engineering and construction contract.

Start Time: 5:34 p.m.

Handout: Presentation

Discussion: The Florence Urban Renewal Agency discussed...

- Results of the construction bid opening of which the lowest bid was 147% of engineers estimate
- Results of conversations with companies who submitted bids
- Next steps after bid rejection and potential process for amending request for proposals
- Concrete costs and clarification on the types of colored concrete
- Concern for the increased costs for completing a new bid process and possible outcome of bids continuing to be over budget
- Questions on the costs of engineering and the lack of knowledge based on the engineering estimates
- Potential to amend noise restriction codes for the local concrete plant
- Costs for staff time for the project implementation
- Potential to not complete the project and the implications of that decision
- Potential to hire a new engineering firm
- Potential cost savings from items to be potentially removed from the overall bid estimate
- Potential cost savings from city staff work vs. contractor work
- Uncertainties in the original bid process from the contractor's point of view and ways to amend the RFP to account for those factors
- Portions of the project where waivers can be obtained from ODOT including night work, contacts with contractors, etc.
- Potential methods to do as much of the work as possible within the current bid process
- Confidence in receiving additional bids with a reworked RFP

- Murraysmith's experience in engineering similar projects and their ability to continue to work toward the project
- Costs on the engineering and design elements thus far and potential to lose those investments should FURA not decide to continue with the project

Directors: All Director's present

Action: Approve Amendment with Murraysmith for \$158,000 to combine the projects and review the ReVision Florence design for cost savings.

Motion: Director Scott

Second: Directory Riley

Vote: Directors Greene, Scott, Preisler, Braley, Riley, Webb and Meyer voted 'yes'; Director Caputo voted 'no'; Director Henry was absent. Motion passed 7-1.

Discussion: The Florence Urban Renewal Agency discussed...

- Potential to amend motion that if the construction bids come in over 25% of engineering estimates, the city shall not pay Murraysmith for additional engineering costs.
- Potential for Murraysmith to amend their contract to cost everything high should the City state that they will not pay for the contract if they are under estimate
- Timeline for implementation of new contract amendments

REPORTS, PRESENTATIONS & UPDATES

4. QUARTERLY FINANCIAL REPORT

Report on the Florence Urban Renewal Agency's 3rd Quarter financials

Start Time: 6:53 p.m.

Discussion: None

5. CITY MANAGER REPORT

Start Time: 6:55 p.m.

Discussion: The Florence Urban Renewal Agency discussed...

- Appreciation for staff during the project work

Meeting adjourned at approximately 6:57 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, City Recorder

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**Florence Urban Renewal Agency Meeting
Held at the Florence Events Center
715 Quince Street
Final Action Minutes
August 1, 2018**

CALL TO ORDER - ROLL CALL

Meeting called to order at 12:00 p.m.

Directors Present: Directors John Scott, Joe Henry, Dave Braley, Ron Caputo, Patricia Riley, Mike Webb and Chairperson Joshua Greene.

Directors Absent: Directors Ron Preisler and Bill Meyer

Staff Present: City Manager Erin Reynolds, Project Manager Megan Messmer, Finance Director Andy Parks and City Recorder / Economic Development Coordinator Kelli Weese.

1. APPROVAL OF AGENDA

Start Time: 12:00 p.m.
Action: Approve agenda as presented
Vote: Unanimous

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: 12:00 p.m.
Comments: None

ACTION ITEM

3. APPROVAL OF MINUTES

Consider approval of the Florence Urban Renewal Agency meeting minutes of August 23, 2017 and the work session minutes of September 20, 2017 and October 12, 2017.

Start Time: 12:01 p.m.
Action: Approve consent agenda as presented.
Motion: Director Henry
Second: Directory Riley
Vote: Unanimous, Directors Preisler and Meyer were absent

4. REVISION FLORENCE

Receive update of status of ReVision Florence project and discuss next steps with project design, engineering and construction.

Start Time: 12:02 p.m.
Handouts: Letter to Property Owners
Discussion: The Agency discussed...

- Costs of completing night work,
- Timelines for completing the project, overall hours, and plans for lane closures
- Conduit placement for potential fiber installation
- Percentage over budget of lowest bid
- New phased approach to items for overall streetscape plan and how each item would be paid for
- Overall budget for the project given changes
- Abatement on noise restriction to allow use of the local concrete plant for an earlier time than allowed in current code
- Number of bioswales to be lost to the new design
- Potential to see new designs and landscaping plans and timeline for final designs to the Oregon Department of Transportation (ODOT)
- Overall causes of the increases in costs from prior bid estimates

5. BOATHOUSE BREWING PREDEVELOPMENT SERVICES GRANT

Consider a request from Boathouse Brewing for predevelopment services grant in an amount not to exceed \$20,000.

Start Time: 12:34
Handouts: PowerPoint Presentation
Guests: Mr. Rick Yecny and Mr. Jon Thompson – Boathouse Brewing

Disclosure: Director Mike Webb

- Director Webb declared a potential conflict of interest due to the applicants (Mr. Rick Yecny & Mr. Jon Thompson) participation as board members of Oregon Pacific Bank (OPB), Director Webb's employer. Director Webb indicated that he still felt he was able to make an impartial decision

Discussion: The Agency discussed...

- Overall partners for the project
- Potential for the building at the Port of Siuslaw to be determined as non-habitable and the costs of infrastructure to the site
- Viability of various potential sites
- Potential presentation to the Port of Siuslaw
- Zoning for the Port of Siuslaw area
- Need for creation of new jobs

Action: Approve the request from Boathouse Brewing in an amount up to \$20,000.

Motion: Director Henry

Second: Directory Scott

Vote: Unanimous, Directors Preisler and Meyer were absent

REPORTS & UPDATES

9. CITY MANAGER REPORT

Start Time: 1:14 p.m.

Discussion: The Agency discussed...

- Results of Mayor's Conference and Block Party
- Request to send ReVision Florence designs to the FURA Board prior to the next meeting

Meeting adjourned at approximately 1:26 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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
Held at the Florence Events Center
715 Quince Street
Final Action Minutes
September 19, 2018**

CALL TO ORDER - ROLL CALL

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

Directors Present: Directors John Scott, Joe Henry, Ron Preisler, Dave Braley, Ron Caputo, Patricia Riley, Mike Webb and Chairperson Joshua Greene. Director Bill Meyer left at 5:45 p.m.

Directors Absent: None

Staff Present: City Manager Erin Reynolds, Project Manager Megan Messmer and City Recorder / Economic Development Coordinator Kelli Weese.

Guest Present: Harlen Springer, Public Art Committee Representative

1. APPROVAL OF AGENDA

Start Time: 5:30 p.m.
Action: Approve agenda as presented
Motion: Director Meyer
Second: Director Scott
Vote: Unanimous

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: 5:31 p.m.
Comments: None

PRESENTATIONS & ANNOUNCEMENTS

- Public Art Committee (PAC) Update

Start Time: 5:32 p.m.
Handout: Passport for Arts
Discussion: The Agency discussed...

- Appreciation for public arts from participants of the Oregon Mayor's Conference
- Distribution of the passport for arts brochure
- Completion of RFP for grant writer services

CONSENT AGENDA

Director Braley requested to remove the Audited Financial Statements from the consent agenda. The Agency agreed.

3. APPROVAL OF MINUTES

Consider approval of the Florence Urban Renewal Agency meeting minutes of November 15, 2017.

Start Time: 5:43 p.m.
Action: Approve consent agenda as presented.
Motion: Director Henry
Second: Directory Riley
Vote: Unanimous, Director Meyer was absent

ACTION ITEMS

4. AUDITED FINANCIAL STATEMENTS

Receive fiscal year 2016-17 audited financial statements.

Start Time: 5:44 p.m.
Discussion: The Agency discussed...

- Clarification on the role of the agency's audit within the City's audit
- Budget over-expenditures and causes

Directors: Webb, Henry, and Braley

Action: Approve the receipt of the 2016-17 audited financial statement.
Motion: Director Webb
Second: Directory Henry
Vote: Unanimous, Directors Meyer was absent

5. REVISION FLORENCE

Receive update of status of ReVision Florence project and discuss next steps with project design, engineering and construction.

Start Time: 5:55 p.m.

Handouts: PowerPoint Presentation

Discussion: The Agency discussed...

- Material changes in estimates from ODOT,
- Indication for more interest from potential construction firms,
- Limited landscaping at the 9th Street and Hwy 101 intersection
- Approximate value of the reduced scope of the project
- Public outreach scope for the project
- Concern for the loss of many items within the overall scope
- Concern for loss of landscaping along the Hwy 101 and 126 corridors
- Clarification on the placement of the additional items and the budget placement
- Appreciation for the changes to the overall scope and the process changes
- Disservice from Murray Smith from the impractical estimate
- May not look like the picture but it will be better than now
- Clarification on ADA implementation
- Reasons for the increase in costs based on increased transportation funding at the state level

6. QUARTERLY FINANCIAL REPORT

Report on the Florence Urban Renewal Agency's 4th Quarter Financials

Start Time: 6:42

Discussion: None

7. CITY MANAGER REPORT

Start Time: 6:46 p.m.

Discussion: None

Meeting adjourned at 6:50 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, 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
Held at the Florence Events Center
715 Quince Street
Final Action Minutes
November 20, 2018**

CALL TO ORDER - ROLL CALL

Meeting called to order at 5:31 p.m.

Directors Present: Chairperson Joshua Greene and Directors John Scott, Ron Preisler, Dave Braley, Ron Caputo, Patricia Riley, Mike Webb and William Meyer. Director Joe Henry left at 6:33 p.m.

Directors Absent: None

Staff Present: City Manager Erin Reynolds, Project Manager Megan Messmer and City Recorder / Economic Development Coordinator Kelli Weese.

Guest Present: Jo Beaudreau and Susan Tive, Public Art Committee Representatives

1. APPROVAL OF AGENDA

Start Time: 5:31 p.m.
Action: Approve agenda as presented
Motion: Director Scott
Second: Director Webb
Vote: Unanimous

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: 5:31 p.m.
Comments: None

ACTION ITEMS

3. PUBLIC ART COMMITTEE BRIDGE STEPS CONTRACT

Consider authorizing the City Manager to sign an agreement with Jessilyn Brinkerhoff in the amount of \$30,000 for creating a painting and fabricated façade for the Siuslaw Bridge Steps and hear an update on the Public Art Committee's progress.

Start Time: 5:32 p.m.

Discussion: The Agency discussed...

- Maintenance plan for the project
- Clarification on the overall design elements
- Safety with the overall design
- Timeline for implementation
- Funding for the project
- Usage of the stairs
- Concern for the intensity of the colors and proximity to the Bridge
- Potential to drive traffic from Hwy 101 to Old Town and back
- Location of where you would see the Mural
- Potential to increase the public knowledge on the location and availability of the steps

Directors: Meyer, Webb, Braley, Caputo, Scott

Action: Authorize the City Manager to sign an agreement with Jessilyn Brinkerhoff in the amount of \$30,000.

Motion: Director Braley

Second: Directory Scott

Vote: Directors Greene, Scott, Henry, Preisler, Braley, Riley, and Webb voted 'yes'; Directors Caputo and Meyer voted 'no'. Motion passes 7-2.

Discussion: The Agency discussed...

- Concerns for the art deco design elements of the design
- Respect for the work of the public art committee
- Concerns for the cost of the project and it's relation to the monies for the ReVision Florence project
- Potential modifications to the design to mellow the colors and to incorporate more of the art deco designs from the bridge into the overall design
- Potential for bold design to create buzz for the project

Directors: Meyer, Caputo, and Braley

4. 2018 – 2019 FLORENCE URBAN RENEWAL AGENCY CALENDAR

Review and consider approval of the 2018-19 FURA meeting calendar.

Start Time: 5:57 p.m.

Discussion: None

Action: Approve the 2018 – 2019 FURA Calendar

Motion: Director Webb

Second: Directory Braley

Vote: Unanimous

REPORTS, PRESENTATIONS & UPDATES

5. REVISION FLORENCE

Staff will provide an update on the ReVision Florence construction bids received by the Oregon Department of Transportation (ODOT) and discuss next steps for the project.

Start Time: 5:59 p.m.

Handouts: PowerPoint Presentation

Discussion: The Agency discussed...

- Size of trees near the Laurel Street plaza
- Clarification on colored concrete process
- Span of the bids received
- Potential for changes from the ODOT review of the costs per unit items
- Amount of money spent on the project thus far
- Potential location of the ODOT project team
- Public outreach to businesses and potential methods for communication
- Relationship between ODOT and Murraysmith for design engineering for the projects
- Other local projects ODOT will be working on during the next few years
- Potential timelines for street furniture installation
- Clarification on the heights of the gateway monuments
- Benefits to local businesses from the streetscape improvements and potential to receive participation from local businesses

7. CITY MANAGER REPORT

Start Time: 6:38 p.m.
Discussion: None

Meeting adjourned at 6:40 p.m.

ATTEST:

Joshua Greene, Chairperson

Kelli Weese, City Recorder

Florence Urban Renewal Agency

Memorandum

To: Florence Urban Renewal Board

From: Sarah Moehrke, Community and Economic Development Assistant on behalf of the Public Art Committee

Date: January 30, 2019

Re: Central Lincoln PUD Mural Contract

Objective:

The action before the FURA Board is to consider authorizing City Manager Erin Reynolds to sign the finalized contract with Marino-Heidel Studios, the artist-team that has been selected to complete the Central Lincoln PUD Mural project.

Project History: The Public Art Committee has been working towards establishment of a large art piece in a central location near the intersection of Hwy 101 and 126 since its inception by the City of Florence in 2015. The City of Florence Public Art Program seeks to enhance the community's economy and vitality through investment in the arts. The intended location seeks to establish a gateway into Florence for everyone travelling into Florence on Hwy 126. It is intended to be an eye-catching piece to let a visitor (and local alike) recognize they have arrived to Florence Oregon, and in doing so create a sense of place.

To reach this objective, the Public Art Committee reviewed multiple potential locations for art (such as the Hwy 101 & 126 intersection island, and adjacent right-of-way) and performed a cost / benefit analysis on each location and potential art pieces that could be installed. After this research the committee determined the best return on investment would be to utilize the large blank wall of the Central Lincoln PUD facility located at the intersection of Hwy 126 and Quince Street.

Project Location: The mural is proposed to be located on the Central Lincoln PUD shop building on the corner of Quince Street and Highway 126. The southern-facing wall is 37 ft long by 15.5 ft high and the eastern-facing wall is 108 feet long by 15.5 feet high.



Mural Design: The mural designed by incorporates important pieces of this region’s history, including the Siuslaw people, the Siuslaw River Bridge, and the bicycle culture of the Oregon Coast, playing into the city’s motto of “A City in Motion.” The colorful design solicits onlookers to notice the mural and welcome them to the city, however the detail and the motion of the piece begs the viewer to continue to notice new things during every viewing.

The artist-team and City staff have already had discussions about the type of paint and coatings that it will take to preserve the mural. The artists are very familiar with the paint company Miller Paints, based out of Portland, Oregon, and will be using their paints for the project. An anti-graffiti coating will be applied after the artists have completed the work, as well as a silane water repellent. Both products that we intend to use have a 10-year warranty guaranteeing their effectiveness.



Artist Selection Process:

- **August 2018:** The Call-to-Artists was posted to the Call for artists system, City of Florence’s website and articles were placed in the Siuslaw News. The Public Art Committee received over 100 entries from artists in 25 different states and four different countries.
- **September 2018:** The Public Art Committee’s Central Lincoln PUD Mural Subcommittee individually reviewed applicants and narrowed down the list of artists from 102 to 25. The subcommittee then met as a group to choose three finalists. The three finalists were then charged to create three different proposals for the mural and in doing so received a stipend of \$750 for their work.
- **November 2018:** The Public Art Committee solicited members of the public with an interest in the project to serve on a selection committee to review the artist submittals. The selection committee was comprised of two members of the public art committee, a representative from Central Lincoln PUD, and two members of the public, including a senior from Siuslaw High School. The selection committee met and made a unanimous decision to recommend the mural *Stitching Time, Weaving Cultures* by Marino-Heidel Studios from Portland, Oregon
- **December 2018:** The Public Art Committee unanimously approved the recommendation by selection committee and the artists were notified. Representatives of the Public Art Committee then met with the artists of Marino-Heidel Studios to start making a first round of modifications as prescribed by Public Art Committee.

- **January 2019:** In order to ensure community collaboration, Staff began communicating with the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians about the cultural context of the mural and will be working with the Tribe's cultural community in February 2019 to ensure collaboration.
- **Next Steps: May-June 2019:** Artists will be installing mural for 6-8 weeks. The Installation process will include a public paint event where members of the public can help the artists paint the mural and leave their mark on the cornerstone of the Public Art collection of Florence.

Fiscal Impact:

The proposed contract with Marino-Heidel Studios would result in a three-phase payment schedule totaling \$30,000. Once the contract is signed, the artist will receive the first \$10,000 payment. This payment will initiate the work with the artist. Marino-Heidel Studios will then finalize the design, which will be approved by the Cultural Committee of the Tribes. Once the design is approved, the Public Art Committee will file for a Mural Code Permit, as required by FCC 10.26. Once this permit is granted, the artist team will receive a second payment of \$10,000. Finally, once the project is completed and the artists participate in the opening celebration of the project, the artist will receive a final \$10,000.

Through these payments, the artist is responsible for all materials, equipment, and expenses, including all the paint and supplies. The City of Florence will provide the artists a scissor lift to use for the duration of the painting as well as lodging in town for up to eight weeks.

The Public Art Committee wholeheartedly thanks the Florence Urban Renewal Agency for their continued support over the last few years and hopes that this project, as well as our Siuslaw Bridge Steps beautification project, will build upon the vibrant arts culture that exists in Florence today.

Attachments:

- *Attachment 1:* Marino-Heidel Studios Mural Proposal
- *Attachment 2:* Public Art Committee Update Memo

Influences

Building's Architecture
Florence Area History
Suislaw Bridge
First People and Americana
Folk Arts of Quilting, Embroidery,
Weaving, Applique
Ethnobotany of Coastal Oregon



Concept: The mural celebrates folk arts and speaks to cultural interchange. In a contemporary and original manner, this mural also stitches together ideas that represent the Florence, Oregon area. The imagery is inspired by past and present folk arts of the sewing and weaving disciplines/practices of many cultures. Native flora and fauna, such as bear grass, cattails and tanned hides, were used to create clothing, dyes, and baskets by local First Peoples' including the Kuitsh and Suislaw (as researched). The backdrop of the mural represents quilting squares, the large flowers - applique/embroidery. The Suislaw Bridge gives the sense of a time line and ushers in the more contemporary culture of bicycling. The bicycling culture continues on the back mural. Additionally the mural subjects tie into the "Home Arts" exhibit at the Florence Museum.

This is the closest rendition to the one chosen in the first round.

Artist's Notes

We encourage dialogue with the committee that include thoughts about content, mural scale, functionality (landscaping) and will respond to input in the third round of concepts.
mural concepts (c) 2018 Angelina Marino-Heidel

Marino Heidel Studios
ARTSpa.us - 503-381-8614 - murals@artspa.us - Portland, OR

Stitching Time, Weaving Cultures - Version 1

Florence PUD Building Mural
2nd round of conceptual drawings - digital



Excellent for “selfies”. A person positioning themselves near the center, will appear to be amongst the falling flowers.

Marino Heidel Studios
ARTSpa.us - 503-381-8614 - murals@artspa.us - Portland, OR

Side Mural Concept
The background is patterned after the “Chevron” style American quilt pattern, (example on right.) In this mural, the pattern represents mountains and rivers of the coast range. The Rhodies honor the Rhododendron Festival. All aspects tie into the content of the main, front mural.



Version 1:
This version weaves in and out, examining concepts of time.
The full moon rises as a shift in time between the front mural in which the sun is represented. A breeze blows through the mountains, setting flowers into a whirl. The large silhouette of the bicyclist, is consistent with the silhouettes in the main mural. Because it is a silhouette, it does not distract from the background, but becomes integrated as if a piece of the fabric.
The value of this integration continues, giving consideration of the possible movement through past, present and future.
In the forefront, the idea of a sidewalk or ledge, ties the mural immediately to the present site. The vase of flowers, tips, or has been set askew from a bicyclist or unseen pedestrian that has just passed by, creating another movement in time. A vase of flowers is a relatable image to most people.



Florence PUD Building Mural

2nd round of conceptual drawings - digital

StitchingTime, Weaving Cultures: Full Building Mock-up, 1



Notes: As suggested, I narrowed the bridge on the corner and also added some wave action to the left corner of the main mural to break up the black bridge.

Marino Heidel Studios
ARTSpa.us - 503-381-8614 - murals@artspa.us - Portland, OR

MEMORANDUM:

To: Florence Urban Renewal Agency

From: Sarah Moehrke, Community and Economic Development Assistant, City of Florence

Date: January 22, 2019

RE: Public Art Committee Update

Siuslaw Bridge Steps Beautification Project:

Since FURA approved the artist's contract in November 2018, the Siuslaw Bridge Steps project has been pressing onward. Since then, the artist, Jessilyn Brinkerhoff, updated and returned the design which will be approved by PAC at our January 28 meeting. During this time, PAC has been working closely with Oregon Department of Transportation (ODOT) in order to get the final approval from them as well. Once we get approval, ODOT will draft an Intergovernmental Agreement giving us the rights to the stairs, since they are currently in the ODOT Right-of-Way. Our subcommittee members are working hard to make sure that our application is complete.

Grant Work Plan:

The second big project that the committee has been working on is our grant work plan. Since the last update, PAC's Grant Writing and Fundraising subcommittee has worked extensively with our Grant Writer and has chosen four grants to apply for in this quarter. The committee have already submitted two applications and will hear back hopefully in the next few months if we were awarded any grant money.

Central Lincoln PUD Mural Project:

The Central Lincoln PUD mural subcommittee has worked very hard to choose an artist. After receiving the three finalist's proposals, the selection committee met to discuss and make a recommendation to the Public Art Committee. Our selection committee was comprised of two members of the community, including a senior from Siuslaw High School, a representative of the PUD and two members of our Public Art Committee. The committee unanimously decided on one mural to recommend to the PAC, which the Public Art Committee unanimously agreed upon at the December 10 meeting. The artist-team that was chosen is Marino-Heidel Studios, based out of Portland, Oregon.

New Members Added to Committee:

The Public Art Committee will also be adding new members to the committee this year. There were 11 community members that applied for our committee, which means that we will have a much larger committee than during this previous year. Not only does this show PAC that we have strong community support, but we also have a community that wants to be involved and help make Florence more of a beautiful and culturally rich place.

URBAN RENEWAL AGENCY RESOLUTION NO. 1, Series 2006

**RESOLUTION OF THE FLORENCE DOWNTOWN URBAN RENEWAL
AGENCY**

APPROVING AND ADOPTING AGENCY BY-LAWS

WHEREAS, the Florence Downtown Urban Renewal Agency acting by and through the City of Florence, Oregon, pursuant to the provisions of Chapter 457 of the Oregon Revised Statutes, is the duly appointed Urban Renewal Agency of the City of Florence, Oregon:

WHEREAS, the Agency wishes to adopt a set of by-laws to govern the conduct and business of the Agency;

NOW, THEREFORE, THE FLORENCE DOWNTOWN URBAN RENEWAL AGENCY DOES RESOLVE AS FOLLOWS:

ARTICLE I – AUTHORITY

Section 1. Name: The name of the Agency shall be the Florence Downtown Urban Renewal Agency, hereinafter referred to as “FDURA”.

Section 2. Office: The office of FDURA shall be City Hall of the City of Florence, Oregon, or as mutually agreed to by the Florence City Council and FDURA.

Section 3. Powers and Duties of the Agency: The powers and duties of FDURA shall be as provided by Chapter 457 of the Oregon Revised Statutes and the Florence City Charter and as authorized by the Florence City Council in accordance with Ordinance No. 4, Series 2006, adopted by the Florence City Council on June 14th, 2006.

ARTICLE II – BOARD MEMBERS

Section 1. Agency Membership: The Board of the Agency shall be composed of nine members who shall be appointed based upon their positions as follows:

- A. One shall be the Mayor of Florence.
- B. Two shall be City Councilors of the City of Florence.
- C. One shall be nominated by the Lane County Board of Commissioners.
- D. Five shall be citizens at large. Special consideration shall be given to the potential appointment of elected members of the governing bodies of the Western Lane Ambulance District, the Port of Siuslaw and/or the Siuslaw Library District.

Section 2. Term of Office: The term of office for each member is covered by City Ordinance.

ARTICLE III – OFFICERS AND PERSONNEL

Section 1. Officers: The officers of the FDURA shall be Chair and Vice Chair.

Section 2. Chair: The chair shall be elected by a majority of the board members of FDURA and shall preside at all meetings of the FDURA. Except as otherwise authorized by resolution of board members, the chair and vice chair shall sign all contracts, deeds, and other instruments made by FDURA. At each meeting, the chair shall submit such recommendations and information as the chair may consider proper concerning the business, affairs, and policies of FDURA.

Section 3. Vice Chair: The vice chair shall be elected by a majority of the board members of FDURA and shall perform the duties of the chair in the absence or incapacity of the chair; and in case of resignation or death of the chair, the vice chair shall perform such duties as are imposed on the chair until such time as the board shall elect a new chair.

Section 4. Additional Duties: The officers of FDURA shall perform such other duties and functions as may from time to time be required by FDURA or by the by-laws or rules and regulations of FDURA.

Section 5. Election or Appointment: The chair and vice chair shall be elected annually by a majority of board members at the first board meeting following July 1st of each year, and shall hold office for one year or until their successors are elected.

Section 6. Vacancies: Should the offices of the chair or vice chair become vacant, the board shall elect a successor from its members at the next regular meeting and such election shall be for the un-expired term of such office.

Section 7. Personnel: The board shall appoint an administrator for an indefinite term by a majority vote of the board members. The administrator shall keep the records of FDURA, record all votes, keep a record of the proceedings of FDURA, and perform all duties incident to the office and other duties and functions as may from time to time be required by FDURA, its by-laws or rules and regulations of FDURA.

The board may create additional positions and appoint such personnel as it may from time to time find necessary or convenient to perform its duties and obligations as such compensation as may be established by FDURA, which appointments shall continue at the pleasure of FDURA or until resignation.

Section 8. Removal: The chair, vice chair and/or administrator may be removed at any time by a majority vote of the entire board.

ARTICLE IV – MEETINGS

Section 1. Regular Meetings: Regular meetings shall be in accordance with ORS Chapter 192. All meetings shall be held in the Council Chambers in the City of Florence, Oregon, or at such other place as the chair shall determine. A regular meeting may be adjourned to a time and date certain decided by a vote of the majority of FDURA board members present and voting, and no notice of such adjourned meeting need be given.

Section 2. Special Meetings: The chair may, when the chair deems it expedient, and/or shall, upon written request of two board members of FDURA, call a special meeting of FDURA to be held at the regular meeting place, unless otherwise specified in the call, for the purpose of transacting any business designated. Special meetings may also be held at any time by the unanimous consent of all board members of FDURA. Notice of such meeting shall be in accordance with ORS Chapter 192.

Section 3. Quorum: Five board members of FDURA shall constitute a quorum for the purpose of conducting its' business and exercising its' powers and for all other purposes. A majority of the board members of FDURA present and voting shall be necessary to determine any question before FDURA.

Section 4. Manner of Voting: The voting on formal resolutions, matters to any federal, state, county or city agency, and on such other matters as may be requested by a majority of FDURA board members shall be by roll call, and the ayes and nays along with board members present and not voting shall be entered upon the minutes of such meeting.

Section 5. Order of Business: At the regular meetings of FDURA, the following shall be substantially the order of business:

- (a) Call the roll
- (b) Additions to the Agenda
- (c) Discussion and/or Action items
- (d) Public Comment
- (e) Agenda Additions
- (f) Adjourn

Section 6. Resolutions: All resolutions shall be in writing.

Section 7. Roberts Rules: All rules of order not herein provided for or provided for by resolution shall be determined in accordance with Roberts Rules of Order, Newly Revised.

Section 8. Open Meetings: All meetings shall be open to the public, except that any portion of a meeting may be held in executive session if such session is in conformity with ORS Chapter 192.

ARTICLE V – PROCEDURES

Section 1. Standing or Special Committees: The chair is authorized to refer items to standing or special committees for recommendation and report. Appointments to such committees need not be restricted to board members of FDURA.

Section 2. Authorization of Expenditures: Authorization and approval of the expenditures of money may be made only at a regular meeting or at a special meeting called for that purpose. Provided, that no authorization or approval of expenditures of money may be made at a special meeting unless all board members of FDURA have been advised in advance of said meeting that such authorizing action is intended to be taken or considered.

ARTICLE VI – FINANCIAL

Section 1. Separate Fund: A separate fund or funds of the City of Florence shall be established for FDURA. All disbursements from these funds shall follow the regular disbursement procedures of the City of Florence.

Section 2. Budget: Budget procedures shall be in compliance with state budget laws. The committee which reviews the budget of FDURA shall consist of the board members of FDURA.

Section 3. Audit: An annual audit of the fund or funds of FDURA shall be performed by the auditor of the City of Florence using the same procedures as are used for all other funds of the City and in accordance with state audit laws.

ARTICLE VII – AMENDMENTS

Amendments to By-Laws: The by-laws of FDURA shall be amended only with the approval of a majority of all members of FDURA at a regular or special meeting, but no such amendment shall be adopted unless at least ten (7) days notice thereof has been previously given to all of the board members.

END OF BY LAWS