

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
March 22, 2023**

CALL TO ORDER - ROLL CALL

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

Directors Present: Chairperson Bill Meyer, Vice-Chair Mike Webb, Directors Ron Caputo, Rob Ward, Sally Wantz, Graham Ross, Dave Braley, Ken Henderson, and Ron Moore.

Directors Absent: None

Staff Present: City Manager Erin Reynolds, Assistant City Manager Megan Messmer, Finance Manager Lezlea Purcell, Economic Development and Communication Analyst Chantelle Meyer, and Management Analyst Peighton Allen.

Guests Present: Auditor Craig Pope, Merina+CO.
(Via Videoconference)

1. NEW MEMBER INTRODUCTION-RON MOORE

Start Time: 5:30 p.m.

Discussion: Chairperson Bill Meyer introduced new Board member Ron Moore.

2. APPROVAL OF AGENDA

Start Time: 5:31 p.m.

Discussion: Approval of the March 22, 2023 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: 5:31 p.m.
Discussion: No discussion.

ACTION ITEMS

4. ELECT CHAIRPERSON AND VICE-CHAIRPERSON

Start Time: 5:33 p.m.

Discussion: Chairperson Meyer announced stepping down as Chairperson for Florence Urban Renewal Agency.

Action: Nomination of Mike Webb for Chairperson.

Motion: Chairperson Meyer
Second: Director Ward
Roll Call Vote: Director Caputo, 'Aye'
Director Ross, 'Aye'
Director Braley, 'Aye'
Director Wantz, 'Aye'
Director Webb, 'Aye'
Director Ward, 'Aye'
Director Henderson, 'Aye'
Director Moore, 'Aye'
Chairperson Meyer, 'Aye'
Motion passes unanimously

Start Time: 5:35 p.m.

Action: Nomination of Dave Braley for Vice-Chairperson.

Motion: Director Henderson
Second: Director Wantz
Roll Call Vote: Director Caputo, 'Aye'
Director Ross, 'Aye'
Director Braley, 'Aye'
Director Wantz, 'Aye'
Director Meyer, 'Aye'

Director Ward, 'Aye'
Director Henderson, 'Aye'
Director Moore, 'Aye'
Chairperson Webb, 'Aye'
Motion passes unanimously
Discussion: The Florence Urban Renewal Agency discussed...

- No discussion.

Comments: All Directors present.

5. APPROVAL OF MINUTES

Consider approval of the Florence Urban Renewal Agency meeting minutes of January 18, 2023.

Start Time: 5:36 p.m.

Handouts: Staff Presentation

Discussion: No discussion.

Action: Approval of the Florence Urban Renewal Agency meeting minutes of January 18, 2023.

Motion: Director Meyer

Second: Director Ross

Roll Call Vote: Chairperson Webb, 'Aye'
Director Braley, 'Aye'
Director Caputo, 'Abstain'
Director Ross, 'Aye'
Director Moore, 'Abstain'
Director Wantz, 'Aye'
Director Meyer, 'Aye'
Director Ward, 'Aye'
Director Henderson, 'Aye'
Motion passes unanimously

6. 2023-2025 WORK PLAN ADOPTION

Start Time: 5:38 p.m.

Discussion: ACM Messmer presented the staff presentation.

Handouts: Presentation

Discussion: The Florence Urban Renewal Agency discussed...

- Adding additional sites to Catalyst Sites list or is list locked in.
- Status of Pedestrian Scale Lighting Arms project in ReVision Florence.
- Availability of grant programs.
- Timeline of Homes for Good project.

- Financing deadline for Quince Street property.
 - Transportation System Plan (TSP) options.
- Comments: All Directors present.

Action: Adopt 2023-2025 FURA Work Plan.
 Motion: Director Ward
 Second: Director Meyer
 Roll Call Vote: Director Caputo, 'Aye'
 Director Ross, 'Aye'
 Director Braley, 'Aye'
 Director Moore, 'Aye'
 Director Wantz, 'Aye'
 Director Meyer, 'Aye'
 Director Ward, 'Aye'
 Director Henderson, 'Aye'
 Chairperson Webb, 'Aye'
 Motion passes unanimously

REPORTS & UPDATES

7. AUDITED FINANCIAL STATEMENTS

A. MERINA & CO AUDITOR PRESENTATION

Merina & CO Auditor presentation on the Audited Financial Statements for Fiscal Year 2022.

Start Time: 6:04 p.m.
 Discussion: FM Purcell introduced Auditor Craig Pope, Merina+Co.
 Handouts: Presentation
 Discussion: The Florence Urban Renewal Agency discussed...

- Discrepancy between charts and written amounts in report.
- Property tax discrepancy in report.

 Comments: All Directors present.

Discussion: Staff discussed...

- Will follow up with communication to all Directors to answer questions.

 Comments: CM Reynolds

B. AUDITED FINANCIAL STATEMENTS

Receive fiscal year 2022 audited financial statements.

Start Time: 6:15 p.m.

Action: Acknowledge and accept the receipt of the audited financial statement for fiscal year ending June 30, 2022.
– Unanimous Consent–

8. QUARTERLY FINANCIAL REPORT

Review the December 31, 2022 quarterly financial report for the Florence Urban Renewal Agency.

Start Time: 6:17 p.m.

Discussion: FM Manager Purcell presented the staff presentation.

Handouts: Staff Presentation

Discussion: The Directors discussed...

- Budgeted funds and spending less than budgeted amount. What projects were not completed?
- Current FURA debt balance.
- Interest in seeing original FURA budget and seeing current status.

Comments: All Directors present.

Discussion: Staff discussed...

- Carryover projects were street lights, pedestrian lighting arms, grant program funds, and Quince Street Gateway.

Comments: ACM Messmer and CM Reynolds.

9. ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2022

Start Time: 6:31 p.m.

Handouts: Staff Presentation

Discussion: No discussion.

10. CITY MANAGER REPORT

Start Time: 6:31 p.m.

Discussion: The Florence Urban Renewal Agency discussed...

- Introducing Economic Development and Communication Analyst Chantelle Meyer and Management Analyst Peighton Allen.
- Welcoming Director Ron Moore.
- Upcoming City Meetings and Events.

Comments: All Directors present.

Action: Appoint Chairperson Mike Webb to serve on TSP Committee.

Motion: Director Moore
Second: Director Meyer
– Unanimous Consent–

Meeting adjourned at 6:42 p.m.

ATTEST:


Mike Webb, Chairperson

Lindsey White, City Recorder