CITY OF LINCOLN CITY
CITY COUNCIL AGENDA

MONDAY FEBRUARY 13, 2023, 6:00 PM

6:00 PM - The Lincoln City Council will hold a regular meeting in the Council Chambers, 801 SW Highway 101 - 3rd Floor, Lincoln City, OR 97367.

Public comments can be submitted to publiccomment@lincolncity.org, by attending the City Council meeting, or by telephone.

Public comments submitted by email to publiccomment@lincolncity.org will be entered into the official record, distributed to the governing body, and summarized; however, due to personal privacy issues they are not generally published in the online agenda packet.

****PUBLIC COMMENT VIA EMAIL WILL ONLY BE RECOGNIZED UPON RECEIPT OF AN EMAIL SENT TO publiccomment@lincolncity.org****

Citizens requesting to give public comment via Zoom or telephone must email publiccomment@lincolncity.org no later than noon on the meeting day. The request must include the person's name, the subject the person wishes to address, and the screenname the person intends to use for the meeting. Instructions will be sent to the person requesting prior to the meeting. Persons who will give public comment via Zoom or telephone will need to leave the microphone muted and camera off until the public comment portion of the meeting.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for a hearing-impaired device, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting. To request information in an alternate format or other assistance, please contact the City's ADA Coordinator, Kevin Mattias, at 541-996-1013 or kmattias@lincolncity.org. Visit the ADA Accessibility | City of Lincoln City, OR webpage to view how the City continues to remain in compliance with Title II of the Americans with Disabilities Act regarding City programs, services, processes, and facilities.

The Lincoln City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the meeting.

All information for this meeting is available at www.lincolncity.org under "Government" then select "Public Meeting, Agendas, Packets & Video". This meeting will be televised live on Channel 4. For additional rebroadcast times, please consult the Channel 4 guide on the hour. If you wish to speak on an agenda or non-agenda item, please sign up on the sheet near the entrance door to the Council Chambers. You will be called to speak during the "Public Comment" section. Comments or testimony on agenda items listed under "public hearing/public comment" will be taken at that time.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CONSENT AGENDA

1. Regular Meeting – Minutes of Regular Meeting – January 23, 2023 6:00 PM
2. INTERGOVERNMENTAL AGREEMENT BETWEEN THE STATE OF OREGON, OREGON PARKS AND RECREATION DEPARTMENT AND THE CITY OF LINCOLN CITY, OREGON

E. COUNCIL DELIBERATIONS

F. COMMENTS FROM CITIZENS PRESENT ON AGENDA/NON-AGENDA ITEMS

Article I, Section 8, of the Oregon Constitution provides: No law shall be passed restraining the free expression of opinion, or restricting the right to speak, write, or print freely on any subject whatever; but every person shall be responsible for the abuse of this right. Be advised: Comments by citizens under this Public Comments Section of the Agenda or under Public Hearings are solely the opinions and statements of the speakers and are not statements by the City of Lincoln City and do not represent the opinions of the City of Lincoln City, its officers and employees.

G. PRESENTATIONS

3. Lincoln County will present a new Pilot Program to deal with abandoned RVs and Trailers for Lincoln County and Lincoln City specifically.
4. Letter in Support by the City of Lincoln City in support of USDA Community Facilities Grant for Lincoln City Cultural Center Plaza

H. PUBLIC HEARING / ORDINANCE

I. PUBLIC HEARINGS / PUBLIC COMMENTS

J. ORDINANCES

K. RESOLUTIONS

L. SPECIAL ORDER OF BUSINESS

1. Budget Committee Interview - Multiple Applicants
2. Oregon Liquor Control Commission - Request for Full On-Premises, Commercial Liquor License for Hearth & Table
3. Advanced Metering Infrastructure, Phase 2 Contract Award
4. City Hall Exterior Painting Project Award

M. CITY MANAGER/CITY ATTORNEY REPORTS

N. ACTIONS, IF ANY, BASED ON WORK SESSION OR EXECUTIVE SESSION

O. ADDITIONAL COMMENTS FROM CITIZENS PRESENT ON NON-AGENDA ITEMS

P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL

Q. ADJOURNMENT

The Office of
CITY ADMINISTRATION

CITY OF LINCOLN CITY

CITY COUNCIL MINUTES OF THE MEETING

January 23, 2023, 6:00 PM

The final minutes for this meeting are supplemented by an electronic recording of the meeting, which may be viewed online at www.lincolncity.org under the tab "Agendas, Packets and Videos". The staff reports, resolutions, ordinances, and other documents related to this meeting are also available at the same location. This meeting is rebroadcast on Cable Channel 4. *(See Channel 4 guide on the hour at http://www2.lincolncity.org/program-guide/*.

APPROVED BY CITY COUNCIL

DATE:

A. CALL TO ORDER

Mayor Wahlke called the meeting to order at 6:00 PM.

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Susan Wahlke	Mayor	Present	6:00 PM
Elaine Starmer	Councilor Ward I	Present	6:00 PM
Sydney Kasner	Councilor Ward 2	Present	6:00 PM
Judy Casper	Councilor Ward 3	Present	6:00 PM
Riley Hoagland	Councilor Ward 2	Present	6:00 PM
Rick Mark	Councilor Ward 3	Present	6:00 PM
Mitch Parsons	Councilor Ward 1	Present	6:00 PM

Staff Present: Daphnee Legarza, City Manager; Richard Appicello, City Attorney; Chief Broderick, Lincoln City Police Department; Jeanne Sprague, Parks and Recreation Director; Stephanie Reid, Public Works Director; Anne Marie Skinner, Planning and Community Development Director; David Twigg, I.T. Support Specialist; Tony LaSoya, I.T. Director; Jamie Young, City Recorder.

C. PLEDGE OF ALLEGIANCE

Mayor Wahlke led The Pledge of Allegiance.

D. CONSENT AGENDA

MOTION:	**Consent Agenda**
MOVER:	**Mitch Parsons, Councilor Ward 1**
SECONDER:	**Elaine Starmer, Councilor Ward I**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed**

1. Regular Meeting – Minutes of Regular Meeting – January 9, 2023, 6:00 PM

2. Regular Meeting – Minutes of Work Session – January 11, 2023, 3:30 PM

3. Request for Waiver Under Terms of Promissory Note

E. COUNCIL DELIBERATIONS

NONE

F. COMMENTS FROM CITIZENS PRESENT ON AGENDA/NON-AGENDA ITEMS

Ms. Legarza read a comment that was sent via email from Renee Clark regarding new buildings being electric.

G. PRESENTATIONS

4. North Lincoln Sanitary Presentation

Colin Teem from North Lincoln Sanitary gave a presentation regarding the 2022 DEQ Recycle Report. Council asked questions and complimented North Lincoln Sanitary on the mobile app.

H. PUBLIC HEARING / ORDINANCE

None

I. PUBLIC HEARINGS / PUBLIC COMMENTS

1. Public Hearing Pursuant to ORS 221.725 / ORS 271.330 On Proposed Disposition of Real Property to Northwest Coastal Housing for Tiny Home Development

Mr. Appicello explained the hearing for the disposition of property for a tiny home development. Mayor Wahlke opened the public hearing at 6:30 PM. There were no Citizens present for public comment. Councilor Casper made a motion to close the public hearing Councilor Mark seconded, public hearing closed.

2. Delake Heights Local Improvement District Public Hearing

MOTION:	**Motion to Continue the Public Hearing to March 27th and Leave the Record Open Delake Heights Local Improvement District Public Hearing**
MOVER:	**Rick Mark, Councilor Ward 3**
SECONDER:	**Elaine Starmer, Councilor Ward I**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed via Voice Vote**

Mayor Wahlke opened the public hearing at 6:31 PM. Councilor Mark explained a conversation had with a resident. Mayor Wahlke said that she had a conversation with two property owners. Councilor

Hoagland spoke about a conversation that was had with a resident. There was no conflict or bias from the City Council members.

Ms. Reid presented the staff report for the Delake Heights Local Improvement District. Council and Staff had a discussion on the local improvement district and the process of the hearing. Ms. Legarza gave a summary of public comments received via email.

Laura Quillman spoke on behalf of James Covert against the local improvement district.

Greg O'Keefe spoke against the local improvement district.

Patrick Alexander spoke against the local improvement district.

Laura Quillman spoke against the local improvement district.

Laura Edwards spoke against the local improvement district.

Steve Rova spoke against the local improvement district.

Dennis Knudson spoke against the local improvement district.

Rob Dahlman spoke against the local improvement district.

Andrew Edwards spoke against the local improvement district.

Greg Ernst spoke against the local improvement district.

Elaynea Redd spoke against the local improvement district.

3.

MOTION:	**Motion to Direct Staff to Bring Back Information Regarding the Minimum Necessity, Alternative Distribution of Cost, Alternate Boundaries, and a Breakdown of Cost**
MOVER:	**Sydney Kasner, Councilor Ward 2**
SECONDER:	**Mitch Parsons, Councilor Ward 1**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed by Voice Vote**

Council would like to see the absolute bottom line necessity as well as alternative distribution of the cost. Council would like to consider alternate boundaries and a breakdown of cost.

4. Public Hearing ORS 221.725 Proposed Grant of Underground ROW Easement for Electric Utility

Mr. Appicello presented the staff report for the grant of easement to Pacific Power electric utility. Mayor Wahlke opened the public hearing at 7:53 PM. There were no Citizens present for public comment. Mayor Wahlke closed the public hearing at 7:53 PM.

5. Public Comment Resolution 2023-03 Proposed Revisions to City Master Fee Schedule

Ms. Legarza explained the resolution for the fee revisions. Council and Staff had a discussion regarding the use of the City logo. Council gave consensus to direct staff to bring back more information. Mayor

Wahlke opened the public hearing at 8:00 PM. No Citizens were present for comment. Mayor Wahlke closed the public hearing at 8:00 PM.

J. ORDINANCES

6. ORDINANCE NO. 2023-01 AN ORDINANCE AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 15 (BUILDINGS AND CONSTRUCTION), CHAPTER 15.04 (CITY OF LINCOLN CITY BUILDING CODE) AMENDING SECTIONS 15.04.020, (PURPOSE), 15.04.030 (SCOPE),15.04.040 (DEFINITIONS), 15.04.050 (ALTERNATIVE MATERIALS AND METHODS), 15.04.060 (MODIFICATIONS), 15.04.070 (TESTS), 15.04.090 (CONSTRUCTION DOCUMENTS AND PERMITS), 15.04.100 (INSPECTIONS), 15.04.115 (OPTIONAL LOCAL AMENDMENTS), 15.04.120 (CONSTRUCTION-RELATED CODES ADOPTED) AND SECTION 15.04.140 (APPEAL PROCEDURES) AND ADDING A NEW SECTION 15.04.045 (SPECIAL APPEAL PROCEDURES), AND AMENDING LCMC CHAPTER 12 (BUILDING BOARD OF APPEALS) TO ADDRESS RECOMMENDED CHANGES FROM THE CONTRACT BUILDING OFFICIAL

MOTION:	**Motion to Approve First Reading of Ordinance 2023-01 (formerly 2022-45)- Amend Building Code**
MOVER:	**Mitch Parsons, Councilor Ward 1**
SECONDER:	**Elaine Starmer, Councilor Ward I**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed by Roll Call Vote**

Mayor Wahlke said that she learned about the word "surcharge", and it was the proper use from the previous meeting.

7.

MOTION:	**Motion to Approve Second Reading and Adoption of Ordinance 2023-01 (formerly 2022-45)- Amend Building Code**
MOVER:	**Mitch Parsons, Councilor Ward 1**
SECONDER:	**Elaine Starmer, Councilor Ward I**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed by Roll Call Vote**

K. RESOLUTIONS

8. RESOLUTION 2023-01 A RESOLUTION OF THE CITY OF LINCOLN CITY AUTHORIZING AND DIRECTING DISPOSITION OF CITY REAL PROPERTY TO NORTHWEST COASTAL HOUSING FOR TINY HOME PROJECT

MOTION:	**Motion to Approve Resolution 2023- 01 (Disposition of Real Property for Tiny Home Project) with the Inclusion in section 3**
MOVER:	**Judy Casper, Councilor Ward 3**
SECONDER:	**Mitch Parsons, Councilor Ward 1**
AYES:	Wahlke, Starmer, Kasner, Casper, Mark, Parsons
NAYS:	Hoagland
RESULT:	**Passed by Roll Call Vote**

Councilor Mark asked that the resolution number be correct from 2022-01 to 2023-01. Mr. Appicello asked that verbiage be added for further reference items. Ms. Robertson spoke regarding the project. Council and Staff had a discussion regarding the project.

9. RESOLUTION NO. 2023-02 A RESOLUTION OF THE CITY OF LINCOLN CITY AUTHORIZING AND DIRECTING DISPOSITION OF AN EASEMENT INTEREST IN CITY REAL PROPERTY FOR PURPOSES OF UNDERGROUND ELECTRIC UTILITY LINES / EQUIPMENT TO SERVICE CITY FACILITIES.

MOTION:	**Motion to Approve Resolution 2023-02 Grant of Easement Interest to PacifiCorp**
MOVER:	**Rick Mark, Councilor Ward 3**
SECONDER:	**Elaine Starmer, Councilor Ward I**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed via Voice Vote**

10. RESOLUTION NO. 2023-03 A RESOLUTION OF THE CITY OF LINCOLN CITY ADOPTING REVISIONS TO THE CITY-WIDE FEE SCHEDULE

MOTION:	**Motion to Approve Resolution 2023-03: Revisions to Master Fee Schedule**
MOVER:	**Elaine Starmer, Councilor Ward I**
SECONDER:	**Sydney Kasner, Councilor Ward 2**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed by Roll Call Vote**

Councilor Mark asked Ms. Sprague about Medicaid/Medicare fees. Ms. Sprague said this is a discounted rate for Seniors via the insurance companies. Council and Staff had a discussion on the Medicaid/Medicare fees.

L. SPECIAL ORDER OF BUSINESS

11. Budget Committee Interview - Laspa/Neighorn

Council interviewed Mr. Laspa and Mr. Neighorn for the Budget Committee.

12. Appointment to Arts Committee - Applicant Holly Laspa

MOTION:	**Motion to Appoint Holly Laspa to the Art Committee**
MOVER:	**Sydney Kasner, Councilor Ward 2**
SECONDER:	**Riley Hoagland, Councilor Ward 2**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed via Voice Vote**

13. Request for Appointment to Driftwood Public Library Board - Holly Laspa

MOTION:	**Motion to Appoint Holly Laspa to the Library Board**
MOVER:	**Judy Casper, Councilor Ward 3**
SECONDER:	**Rick Mark, Councilor Ward 3**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed via Voice Vote**

14. Appointment to Parks and Recreation Board - Multiple Applicants

Council used ballots to appoint Ms. Prins and Ms. Wood to the Parks and Rec Board. Mayor Wahlke voted for Prins and Woods; Councilor Casper voted for Prins and Woods; Councilor Mark voted for Prins and Zantello; Councilor Hoagland voted for Wood and Zantello; Councilor Parsons voted for Wood and Zantello; Councilor Starmer voted for Prins and Woods; Councilor Kasner voted Prins and Zantello.

15. Appointment to Sustainability Committee - Multiple Applicants

MOTION:	**Motion to Appoint Monica Spady to Sustainability Committee**
MOVER:	**Susan Wahlke, Mayor**
SECONDER:	**Rick Mark, Councilor Ward 3**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed via Voice Vote**

16. Update: Proposed Nelscott Urban Renewal Plan

Ms. Robertson gave an update on the proposed Nelscott Urban Renewal Plan.

17. New Community Park in Taft Design/Build Contract Award

Ms. Sprague and Ms. Reid explained the project at the Taft Park. Council and Staff had a discussion regarding the Taft Park project and the Nesika Park project.

MOTION:	**Motion to Award the Progressive Design-Build Services for the New Community Park in Taft Project to K&E Excavating, Inc. the Amount of $2,450,000**
MOVER:	**Sydney Kasner, Councilor Ward 2**
SECONDER:	**Rick Mark, Councilor Ward 3**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed by Roll Call Vote**

18. Letter from Mayor Wahlke on behalf of the entire Lincoln City, City Council to Governor Tina Kotek regarding Executive Orders 23-02 and 23-03 addressing homelessness

Mayor Wahlke spoke about the letter she drafted to the Governor and asked for approval to sign. Council gave consensus.

M. CITY MANAGER/CITY ATTORNEY REPORTS

Ms. Legarza spoke about the point-in-time count. Ms. Legarza said that the library will reopen on Wednesday the 25th after accommodations are complete for the work being done.

N. ACTIONS, IF ANY, BASED ON WORK SESSION OR EXECUTIVE SESSION

19.

MOTION:	**Motion to Have an Executive Session with the City Attorney to Discuss the Priorities and Project List**
MOVER:	**Sydney Kasner, Councilor Ward 2**
SECONDER:	**Riley Hoagland, Councilor Ward 2**
AYES:	Wahlke, Starmer, Kasner, Casper, Hoagland, Mark, Parsons
RESULT:	**Passed by Voice Vote**

Council and Staff had a discussion about the topics that would need to be addressed.

O. ADDITIONAL COMMENTS FROM CITIZENS PRESENT ON NON-AGENDA ITEMS

NONE

P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL

Councilor Starmer spoke about options for commercial customers to recycle. Council had a discussion about recycling. Councilor Starmer asked about an Executive Session on January 30th. Ms. Legarza will gather information from the HR Director. Councilor Starmer asked Mr. Appicello about the VRD motion that was made at a previous meeting. Mr. Appicello explained the process.

Councilor Parsons thanked the resident that participated tonight regarding the Delake Heights LID.

Councilor Hoagland gave kudos to the Community for the composting. Councilor Hoagland asked about the new AV equipment. Ms. Legarza will follow up with IT. Councilor Hoagland asked about the process for grading project bids. Ms. Legarza explained that it is project-based. Mr. Hoagland asked about bringing new committees and the status of that. Ms. Legarza will check and get back to Councilor Hoagland. Councilor Hoagland spoke about the Cascade West Governments and SNAP benefits ending.

Councilor Mark spoke about the rate review for North Lincoln Sanitary. Ms. Legarza said that the Finance Department is reaching out to schedule. Councilor Mark asked about the tsunami sirens. Ms. Legarza will check into that. Councilor Mark asked about the hydrant maintenance schedule. Councilor Mark spoke about the League of Oregon Cites 2017 information. Councilor Mark spoke about a bike Safety committee.

Mayor Wahlke spoke about the LOC has published a chapter this month on municipal boards and committees. Mayor Wahlke said that she appreciated the input from Citizens at the meeting.

Q. ADJOURNMENT

Mayor Wahlke adjourned the meeting at 9:30 PM.

_____

SUSAN WAHLKE, MAYOR

ATTEST:

_____

JAMIE YOUNG, CITY RECORDER

Council Communication

Intergovernmental Agreement OPRD Rules

Meeting Date:	February 13, 2023	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:	Police	Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	5 mins.

Question:

Should the City Council approve the attached Intergovernmental Agreement concerning enforcement of OPRD Rules by the Lincoln City Police Department?

Staff Recommendation:

Staff recommends Council approve the Intergovernmental Agreement. Staff recommends Council authorize the City Attorney and City Manager to make minor changes if requested by OPRD, without further action by Council.

Authority:

ORS 190.110 permits units of state and local government to enter into intergovernmental agreements to cooperate, for any lawful purpose.

Background:

The current 10-year agreement expires in June 2023. This Agreement is in essentially the same form as the prior agreement.

Council Options:

1. Approve the IGA
2. Postpone discussion
3. Do not approve the IGA.

Potential Motions:

Council:

1. Motion to approve the proposed INTERGOVERNMENTAL AGREEMENT and authorize the City Attorney and City Manager to make minor changes if requested by ORPD, without further action by the Council.

Attachments:

IGA STATE PARKS LEGAL DEPT REVISION2 (DOCX)

STATE OF OREGON
OREGON PARKS AND RECREATION DEPARTMENT
INTERGOVERNMENTAL AGREEMENT # _____

Enforcement of OPRD General Park Area Rules

1. PARTIES:

This Agreement is between the State of Oregon, acting by and through its Oregon Parks and Recreation Department, hereinafter called OPRD, and, the City of Lincoln City, hereinafter called City, hereinafter individually referred to as the Party and collectively referred to as the Parties.

2. CONTACT INFORMATION:

No amendment required to change contact information. Each Party shall notify in writing the other Party of any contact changes made under this Agreement within 30 days of the effective change.

Project Contact for OPRD: Name: Preson Phillips, Central Coast District Mgr. Oregon Parks and Recreation Dept.	Project Contact for City : Name: Daphnee Legarza Lincoln City Administration
Address: 4905 Otter Crest Loop	Address: P.O. Box 50
City, State zip code: Depoe Bay, OR 97341	Lincoln City, OR 97367
Phone: 541-270-4232	Phone: 541-996-1202
	Fax: 541-994-7232
Email:Preson.PHILLIPS@oprd.oregon.gov	Email: dlegarza@lincolncity.org

3. AUTHORITY:

Intergovernmental Cooperation Pursuant to ORS Chapters 190.003 through 190.265.

4. TERM:

This Agreement shall be in effect from the date of the last authorized signature through June 30, 2033.

5. AMENDMENTS:

This Agreement may be amended. No changes to or waivers of provisions of this Agreement will be valid until they have been reduced to writing, approved and signed by all Parties.

6. PURPOSE:

This Agreement permits the Lincoln City Police Department and it's officers to enforce General Park Area Rules as provided by Chapter 736, Division 10 of the Oregon Administrative Rules and General Ocean Shores State Recreation Area Rules as provided by Chapter 736, Divisions 21, 24 and 26 of the Oregon Administrative Rules.

7. PARTIES MUTUALLY AGREE

7.1 OPRD and City agree that both parties have a mutual goal of consistent rule and law enforcement with regard to natural resources on the Ocean Shore and OPRD property within the limits of Lincoln City:

7.2 OPRD and City both have a mutual interest in assuring the Lincoln City Police Department has the ability to enforce General Park Area Rules as provided by Chapter 736, Division 10 of the Oregon Administrative Rules, and General Ocean Shore State Recreation Area Rules as provided by Chapter 736, Divisions 21, 24, and 26 of the Oregon Administrative Rules:

> 7.2.1 Reference to Division 26 is limited to OAR 736-026-0015 Beach and Driftwood Removal Policy, Non-State Park Beaches.

7.3 The OPRD Director may enter into cooperative written agreements with local jurisdictions on behalf of the Department.

7.4 City wishes to enter into a cooperative written agreement with OPRD to enforce General Park Area Rules and Ocean Shore State Recreation Area Rules for the purpose of providing its police officers with the means to provide consistent, mutual enforcement of state park and beach rules on OPRD property:

7.5 OPRD and City wish to agree upon select Ocean Shore administrative rule enforcement authority regarding violations as listed in Section 7.2. This will ensure an appropriate jurisdictional tool is made available for City officers when necessary to gain compliance with Ocean Shore State Recreation Area rules.

8. CONSIDERATION:

There is no exchange of funds. OPRD assumes no financial responsibility for costs incurred for State Park and Ocean Shore rule enforcement by the City.

9. SUBCONTRACTS

City shall not enter into any subcontracts for any of the work scheduled under this Agreement without obtaining prior written approval from OPRD. If a subcontractor is approved to work under this Agreement, City shall obtain the appropriate insurance certificates required by the State of Oregon prior to subcontractor beginning work.

10. PUBLICITY

Any publicity or advertising regarding the services performed under this Agreement must be approved by the Project Manager and must acknowledge the support of the Oregon Parks and Recreation Department, and if applicable any other grantor agency.

11. INDEMNITY

11.1 Subject to the limitations of Article XI, § 7 of the Oregon Constitution and the Oregon Tort Claims Act (ORS 30.260 through 30.300), OPRD shall indemnify, within the limits of and subject to the restrictions in the Tort Claims Act, City against any liability for personal injury or damage to life or property arising from OPRD's negligent activity under this Agreement provided, however, Agency shall not be required to indemnify City for any such liability arising out of the wrongful acts of City, its officers, employees or agents.

11.2 Subject to the limitations of the Oregon Tort Claims Act (ORS 30.260 through 30.300), City shall indemnify, within the limits of and subject to the restrictions in the Tort Claims Act, OPRD against any liability for personal injury or damage to life or property arising from City's negligent activity under this Agreement provided, however, City shall not be required to indemnify OPRD for any such liability arising out of the wrongful acts of OPRD, its officers, employees or agents.

12. EXCUSES FOR NON-PERFORMANCE

Neither Party shall be held responsible for delay or failure to perform when such a delay or failure is due to fire, flood, epidemic, strikes, acts of God or the public enemy, unusually severe weather, legal acts of public authorities, or delays or defaults caused by public carriers, which cannot reasonably be foreseen or provided against. Either Party may terminate the Agreement, effective with the giving of written notice, after determining such delay or failure will reasonably prevent successful performance in accordance with the terms of the Agreement.

13. RETENTION OF RECORDS AND REPORTS

Each party agrees to maintain records of costs and services provided to document the Project and fully support billings. All books, records and other documents relevant to this Agreement shall be retained for the length of time prescribed for such records by the Oregon State Archivist, or any longer period which may be required to complete any audit or to resolve any pending audit findings.

14. ACCESS TO RECORDS

OPRD, the Secretary of State's Office of the State of Oregon, the Federal Government, and their duly authorized representatives shall have access to the books, documents, papers, and records of City and any subcontractors which are directly pertinent to this contract for the purpose of making audit, examination, excerpts, and transcripts.

15. TERMINATION

This Agreement may be terminated by mutual consent of both parties, or by either party for any reason whatsoever effective thirty (30) days after written notice by either party.

16. NON-DISCRIMINATION

City agrees to comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

17. MERGER

This Agreement constitutes the entire Agreement between the parties. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements, or representations, oral or written not specified in this Agreement regarding this Agreement. Parties, by the signature of its authorized representative, hereby acknowledges that it has read this Agreement, understands it and agrees to be bound by its terms and condition.

AGREED:

THE CITY OF LINCOLN CITY (CITY)

By: _____

Signature Date Federal ID #

_____

Print Name Title

OREGON PARKS AND RECREATION DEPARTMENT (OPRD)

By: _____

Signature Date Federal ID #

_____

Print Name Title

ATTEST:

_____

JAMIE YOUNG, CITY RECORDER

APPROVED AS TO FORM:

_____

RICHARD APPICELLO, CITY ATTORNEY

Council Communication

Lincoln County Pilot Project for Abandoned RVs and Trailers

Meeting Date:	February 13, 2023	Primary Staff Contact:	Michael Phillips
Department:	Administration	E-Mail:	MPhillips@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	15 Minutes

Lincoln County would like City Council to pass a motion to participate in the Pilot Program. The only thing being asked for Lincoln City to do in the Pilot Program is to perform the identification of the vehicle(s) and subsequent code enforcement actions needed to remove it.

Attachments:
Lincoln County Pilot Program Abandoned RVs (PDF)

County Administrator

Courthouse, Room 110
225 W. Olive Street
Newport, Oregon 97365
(541) 265-4100
FAX (541) 265-4176

January 30, 2023

City Manager, Daphnee Legarza
City of Lincoln City
PO Box 50
Lincoln City, Oregon 97367

Via email: dlegarza@lincolncity.org

Dear Ms. Legarza,

The purpose of this letter is to request to be on your City Council agenda for February 13, 2023 to present a new "Pilot Project" for the abatement of abandoned RV's and trailers in the County and specifically in support to the City of Lincoln City.

The County Waste Management District has culled together funding to initiate this pilot project.

The opportunity is to provide your city with a $20,000 credit to be used for the removal of identified abandoned RV's and/or trailers by your city over the next year.

The only thing that is being asked is that your city perform the identification of the vehicle(s) and subsequent code enforcement actions needed to remove it.

This pilot project was approved by the Board of Commissioners at is January 25th meeting. The staff report and emphasis of the program is attached.

We would like to make a 5-to-10-minute presentation before your City Council. Should your City Council like to participate, we ask that they make a motion to approve the participation in the Abandoned RV Abatement Pilot Program.

Paul Seitz, the County's Waste Management manager will be presenting and be joined by myself and a County Commissioner at the presentation.

In the meantime, should you have any questions or directions, I am available at your convenience.

Tim Johnson
County Administrator

Attachment: County Staff Report.

STAFF REPORT

DATE: January 19, 2022
TO: Board of Commissioners, January 25, 2023, Meeting
FROM: Paul Seitz, Solid Waste District Manager, extension number x1285
SUBJECT: Abandoned RV Abatement Program Proposal

RECOMMENDATION:
Approve the establishment of a RV Abatement Program, to be initially funded through a one-time transfer of $500K from the contingency line item of Solid Waste District Reserves.

FISCAL IMPACTS:
Abandoned RV's which are often found in County Parks and along the public right-of-way pose an immediate threat to General Fund and Road Fund. Neither General Fund nor the Road Fund have dedicated monies for the high cost of abandoned RV removal. Absent another funding source, these funds would have to draw down from other budget areas.

The Lincoln County Waste District currently has reserves which could fund a one-time support of a pilot abandoned RV cleanup program. The District has built up reserves from its $4 per ton disposal fee over several years from a spike in tonnage. The spike came from the GP Toledo site clearing a mountain of stockpiled materials. Even though this spike in revenue ended at the beginning of FY 22-23, the District anticipates a continued revenue surplus from the newly constructed and experimental Juno plant at the GP site. The District's revenues and expenditures (even absent the GP and Juno revenues) are expected to remain operationally steady and consistent. A draw down of $500K to fund RV abatement would still leave the District with 2 years of operational funding in reserve.

The one-time allocation is expected to enable a fast-response, community-wide RV abatement program to function through the end of FY 23-24. The Board may also choose to pare down the proposed scope of this proposal to spread the one-time funding over additional fiscal years. The District will also pursue grants, programs, and other potential sources to sustainably fund the program long-term.

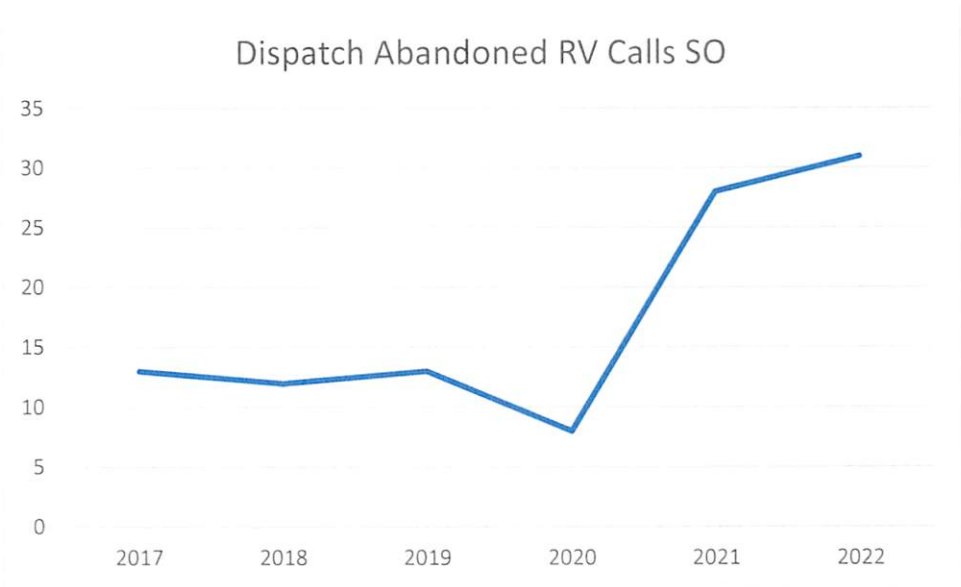
BACKGROUND:
During the pandemic, abandoned dilapidated motorhomes, recreational vehicles, and travel trailers along with associated piles of debris and sewage sourced from once occupied now abandoned vehicles began to spring up along roads and on private property.

Many of these abandoned vehicles have found their way into the unincorporated areas of the County creating blight and probable public health issues. Many current issues contributed to this surge of RV's but there is one primary driving factor needed to address their abandonment – the issue of abatement of asbestos as a component of their manufacturing and repair.

As such, asbestos testing and abatement is necessary on all RV's older than 2004. It is prohibitively expensive ($3K-$15K) per vehicle depending on size, location, and the hazardous materials found onboard.

Additionally, the impact from either abandoned or discarded RV's has spurred the use of these vehicles as unsanctioned and unsanitary living units. Staff research has found that it is not uncommon to find property owners who have set up unsafe RV's as rental units on their land often in violation of environmental health, land use and building codes.

As such, community complaints about abandoned RV's and their associated debris fields have been on the rise. The chart below illustrates the number of complaints in Lincoln County.



Existing County department budgets, such as Public Works, Parks, Roads, Planning and Development and Sheriff's Office do not have funds to handle this influx of discarded RV's and to address the property owners in violation (often with multiple vehicles on their property).

Unfortunately, the property owners in violation are increasingly unable to afford removal of the RV's let alone to bring their property into compliance.

DISCUSSION:

In the effort to address this issue, a plan for a RV abatement fund has been formulated. It is anticipated that this plan and funding package will enable the removal of more than 50 RV's over the next year.

Program Summary

The RV Abatement Fund would be used to support five critical program areas:

- Remove abandoned RV's from public spaces such as County parks and specifically from public roadways which are not maintained by County. District anticipates this program element will use approximately 25% or approximately $125,000 of the proposed funding. For example, while

writing this document, an RV was abandoned in Knight Park. The Abandoned RV Fund will enable an immediate response for its removal. In fall, a similar situation occurred in IchwhitPark, but the RV sat while funding and removal was being organized. The Ichwhit RV was set ablaze before the response could be implemented, complicating the cleanup, and causing minor damage to the park's parking lot.

- Provide funding to local cities to address associated RV issues within city limits per R-SWAC recommendation (attached). District anticipates this program element will use approximately 25% or an estimated $20,000 per jurisdiction of the proposed funding. Since District funding is derived from disposal in both incorporated and unincorporated areas of the County, the local cities have requested a specific portion of RV abatement program funds be spent within city limits. Staff recommends an application process, where initially each city would have credit to pay for the removal of 2 abandoned RV's (again roughly $20K per jurisdiction) from either public or private property within their jurisdiction. The District manager will present this proposal to each of the jurisdictions in the coming month and will be joined by either a Commissioner or County Administrator.

- Remove RV's from County maintained right-of-way. District anticipates this program element will use approximately 15% of the proposed funding. The Abandoned RV Fund will enable an immediate response for RV's abandoned along County maintained right-of-way, removing the road hazard, and again reducing the risk of the RV's being set ablaze while County forces organize a response.

- Provide opportunity for private property owners (including owners of private roads) to remove RV's in code violation from their property in exchange for a contractual commitment to 5-years of code compliance. District anticipates this program element will use approximately 25% of the proposed funding.

- *Enhance the Forest Enforcement Program funds to assist landowners with asbestos abatement on the abandoned RV's on their property. District anticipates this program element will use approximately 10% of the proposed funding.*

In all, the District anticipates an average of a removal of more than 1 RV per month will continue to impact County resources over the next two years.

Estimated Cost of $10,000 to Abate an RV or Trailer.

The District would like to hire an immediate response contractor with the proposed funding.

Additionally, the District has outlined a cooperative plan with the Sheriff's Office to streamline RV removal once funding is secured. This will enable the County to quickly remove abandoned RV's and the hazards they pose to both our community and environment.

This short-term funding pilot proposal will also enable the County to demonstrate real-world success while looking for potential long term funding sources.

ATTACHMENT

R-SWAC Proposal - October 2022

The Regional Solid Waste Advisory Committee recommendation to the Lincoln County Board of Commissions:

"In Fiscal Year 2022-23, provide a one-time expenditure of $100,000 from the Lincoln Solid Waste District contingency fund for the express support of local CITY code enforcement efforts related to removal of abandoned RV's and associated solid waste under the guidelines of the newly formed Hardship Property Debris Clearing Program. These funds are available to clear private property as well as remove RV's from the public ROW."

"Opportunity to participate is to be available to all local cities equally, and the expenditure of funds be divided evenly between those cities where law enforcement provides valid candidates acceptable to BOC by the proposal deadline (TBD)."

Council Communication

USDA Community Facilities Grant

Meeting Date:	February 13, 2023	Primary Staff Contact:	Michael Phillips
Department:	Administration	E-Mail:	MPhillips@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	10 Minutes

Question:

Should the City Council approve support for a USDA Community Facilities Grant for the Lincoln City Cultural Center Plaza?

Staff Recommendation:

Staff recommends the Council approve support for the USDA Community Facilities Grant for the Lincoln City Cultural Center Plaza.

Authority:

City Council.

Council Options:

Motion to support the Lincoln City Cultural Center's application for the USDA Community Facilities Grant for the Lincoln City Cultural Center Plaza.

Financial Impact

No impact.

Potential Motions:
Motion to approval City support.

Attachments:
012423 ltr USDA re Cultural Plaza (PDF)

The Office of
MAYOR

February 3, 2023

Holly Halligan
Community Programs Specialist
United States Department of Agriculture
Rural Development

Re: **USDA Community Facilities Grant for Lincoln City Cultural Center Plaza**

Dear Ms. Halligan:

At this crucial time of economic recovery, the Lincoln City City Council urges your **support** for the Lincoln City Cultural Center and its project, The Lincoln City Cultural Plaza. The Plaza would have a transformational effect on this property, the surrounding neighborhood, the health of the nonprofit Lincoln City Cultural Center, and the life of our rural community. An equipment grant from the USDA, which would help furnish the Plaza with benches, trash receptacles, bike racks, tables and chairs, would help the nonprofit center complete this project successfully.

The Cultural Plaza project will bring increased accessibility, safer parking, night lighting and improved vendor access to the grounds of the Lincoln City Cultural Center (LCCC). When it is complete, the Plaza will be a more expansive venue for art, music, classes and markets, and provide economic support for hundreds of small business owners who rely upon this resource. It will increase the capacity of the Cultural Center to serve the community and fulfill its mission: to enrich the life of Lincoln City with arts and cultural events.

Through local donors and grants from the City of Lincoln City, the Confederated Tribes of Siletz Indians, Oregon Community Foundation and others, matching funds have already been raised for the redevelopment of the exterior grounds and improvements to the landmark 1929 DeLake School building (Lincoln City Cultural Center). The plaza project design and engineering has already been completed and is ready for implementation.

The LCCC Board of Directors has navigated the nonprofit through an unforeseen pandemic, developed not only a budget but also a new schedule with a plan to move forward. This project has our support.

We support the Center's independent application for the Plaza Site Furnishings.

Sincerely,

Susan Wahlke, Mayor
with the support of the Lincoln City City Council

Council Communication

Appointment to the Budget Committee- Multiple Applicants

Meeting Date:	February 13, 2023	Primary Staff Contact:	Jamie Young
Department:	City Council	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	15 Minutes

Question:

Should the City Council appoint Samuel Ignazzitto, Jules Laspa, and/or Mark Neighorn to a position on the Budget Committee?

Staff Recommendation:

Staff recommends that Council conduct a public interview of Samuel Ignazzitto. The other two applicants were previously interviewed for the two vacant positions.

Authority:

Appointment to the Lincoln City Budget Committee is authorized under LCMC Chapters 2.06 and 2.70.

Background:

There are two City Resident positions on the Budget Committee that became vacant on December 31, 2022. Three applications were submitted for the two vacant positions as follows:

Jules Laspa
Mark Neighorn
Samuel Ignazzitto

All have successfully completed the background check and residency requirements.

Council Options:

After the public interview process is complete, you can make a motion to appoint two applicants to the vacant positions.

Possible Motion:

I move to appoint (insert name) to the City Resident position on the Budget Committee with a partial term plus a full term ending 12/31/26.

I move to appoint (insert name) to the City Resident position on the Budget Committee full term ending 12/31/25.

Attachments:
Laspa, Jules_Application_Redacted.pdf (PDF)
Jules Laspa-Ref 1 completed_Redacted.pdf (PDF)
Commission applicant-Jules Laspa ref 1 - Google Docs.pdf-Completed.pdf (PDF)
MEMORANDUM TO CC--APPOINTED BODIES BG CHECK PASS_FAIL DETERMINATION-Jules Laspa.pdf (PDF)
Neighorn, Mark_Budget App_Redacted.pdf (PDF)
MEMORANDUM TO CC--APPOINTED BODIES BG CHECK PASS_FAIL DETERMINATION-Mark Neighorn.pdf (PDF)
Reference Check - Budget Committee - Mark Neighorn.pdf (PDF)
Ref completed Commission applicant-Samuel Ignazzitto_Redacted.pdf (PDF)
Memorandum completed.pdf (PDF)
Ignazzitto, Samuel_Application_Redacted.pdf (PDF)
Budget committee questions.pdf (PDF)

CITY OF LINCOLN CITY
Committee / Board / Commission Application

Please indicate which committee/board/commission you are applying for:

- ☐ Arts Committee
- ☑ *Budget Committee
- ☐ Community Sustainability Committee
- ☐ URA Ad Hoc Committee
- ☐ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Library Board

RECEIVED
DEC 15 2022

** If applying for the Budget Committee, you may not serve on any other City board or committee at the same time. Other City committee volunteer positions allow dual representation if it does not present a conflict of interest.*

NAME:	Jules Laspa	**DATE:**	12/15/2022
HOME ADDRESS:	[redacted]		
MAILING ADDRESS:			
CITY, STATE, ZIP:	Lincoln City, Oregon, 97367		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	[redacted]	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: ☑ Yes Length of Time 1+ Year

Do you reside within the Urban Growth Boundary? ☑ Yes Length of Time _____

Do you reside within the Lincoln County School District North: ☑ Yes ☐ No

Are you a registered voter in Lincoln County? ☑ Yes ☐ No

Are you a Lincoln City business owner or Manager? ☐ Yes ☑ No

If yes, please indicate which business you own/manage? _____

QUALIFICATIONS/EXPERIENCE ***(Additional space is provided on back)***

Describe relevant qualifications (i.e. work or volunteer experiences) to include any applicable education and/or training. For example, if you are a hotel owner or operator and applying for the Visitor and Convention Committee; and highlight any skills, interests or hobbies that you believe would bring value to your ability to serve this position:

Managed overall businesses and budgets from a professional lens.
Owned PnLs from startups to established businesses in excess of 50 million.
Work as consultant help corporations through change management and generate add. profit.

List names of volunteer/work supervisors:

Boone Marker

Please provide any previous experience with committees, boards or commissions and positions held:

Been leads of several different commitees from professional perspective.

State the name, title and any relationship you have to a City Council member, Commissioner, board member or city employee:

None

Explain why you would like to serve on this board, commission, or committee:

I would like to serve on the budget committee to serve Lincoln City to my best capacity.
My partner and I love living in Lincoln City andwant to be more involved with the community.

List the name, phone number, and e-mail address (if possible) of two personal or professional references:

Name: Judith Reel Phone [redacted]

Name: Holly Laspa Phone [redacted]

My signature affirms that all information contained herein is true and correct to the best of my knowledge, and that I understand that any misstatement of fact, or any misrepresentation of credentials may result in this application being disqualified and is cause for removal from any appointed body. Shaded information will not be released due to personal privacy protection laws.

[redacted]

SIGNATURE

12/13/22

DATE

City Recorder
City of Lincoln City
PO Box 50
Lincoln City, OR 97367

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Jules Laspa
START DATE:	--
NAME OF COMMITTEE, BOARD, OR COMMISSION:	--
CITY STAFF REPRESENTATIVE:	--
HOME ADDRESS:	[redacted]
MAILING ADDRESS:	
HOME PHONE:	[redacted]
CELL PHONE:	
PERSONAL E-MAIL ADDRESS:	[redacted]

EMERGENCY CONTACT NAME/RELATIONSHIP:	[redacted]
HOME PHONE:	
CELL PHONE:	

DATE:	12/15/2022
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

FAIR CREDIT REPORTING ACT (FCRA) ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

PLEASE READ CAREFULLY BEFORE SIGNING!

I acknowledge receipt of the separate document entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION and a SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by Lincoln City ("City") at any time after receipt of this authorization and throughout my employment, if applicable.

To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Telephone Number 1-800-955-5306;** www.pinnacleprof.com and or "City". I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

[redacted]

SIGNATURE

12/15/22

DATE

Revised 20220811

Nina Graham

From: Judith Reel [redacted]
Sent: Monday, December 19, 2022 10:16 AM
To: Nina Graham
Subject: Re: Jules Laspa-Committee applicant-Budget Committee

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Ms. Graham,

Due solely to my lack of computer skills, rather than "fill out" the reference form I thought I would provide this narrative with the information you seek.

I have known Jules Laspa for approximately seven years and worked with him as a volunteer for our local library, and in particular on efforts to build a new library in Ridgefield.

While I do not have personal knowledge of Jules' serving on a board, I have complete confidence in his ability to be a productive and valued board member. Jules has wonderful analytical abilities and a willingness to explore others' points of view. He is also articulate, and to this day people who were at a public meeting to discuss our new library talk about his persuasiveness.

Jules is responsible and reliable and I strongly recommend him to serve on the Lincoln City Budget Committee.

Judith Reel

On Mon, Dec 19, 2022 at 9:53 AM Nina Graham <ngraham@lincolncity.org> wrote:

Hello-

Please see attached reference form for Jules Laspa who is applying for our Budget Committee. Please fill out and send back to me at your earliest convenience.

Thank you,

Niña Graham, HR Supervisor

City of Lincoln City | Administration

801 SW Hwy 101 | PO Box 50 | Lincoln City, OR

P: 541.557.1139 | F: 541.557.1139

E: ngraham@lincolncity.org | W: LincolnCity.org

Office Hours: Mon & Wed-Remote; In office-Tues, Thurs, & Friday

Human Resources

REFERENCE CHECK- COMMITTEES

Reference regarding: Jules Laspa **(Budget Committee)**

Reference: Holly Laspa

Reference taken by; date / time: December 19, 2022

• What is your professional relationship with the applicant?

Volunteered together with Fort Vancouver Regional Library and at several events with the City of Ridgefield.

• How long have you known him/her? **8 years**

• How long have you worked / served with him/her?**8 years**

• Did you hire or select him/her? If not, would you hire/select him/her given the opportunity to do so? **I did not hire Jules, we worked as colleagues. Given the opportunity I would not hesitate to hire him for a role.**

• Do you have personal knowledge of the applicant serving on any boards? If so, please describe. If not, would serving on our Budget Committee be a good match based on your knowledge of the applicant? **I have not worked directly on a board with Jules, but I do believe he would be a good fit for the Budget Committee. Jules has proven himself to be reliable and trustworthy, and has a way with understanding numbers and preparing spreadsheets.**

Would you recommend him/her for the Budget Committee? Does the applicant possess good decision making / reasoning skills? **For the 8 years I have known Jules he has always been a careful thinker and does his research prior to making a decision. He is risk tolerant when it makes sense, and is always careful to review all sides of a situation before making a final decision.**

• Does the applicant have good communication / interpersonal skills?
He is very charismatic and works well with people, and follows the belief that it is best to over-communicate rather than leave things up to chance.

• Is he/she responsible and reliable? **Yes**

• What are his/her strongest skills? On time, thinks clearly and very organized. Does he/she possess any special skills? **Jules values the time of those he interacts with, follows deadlines, is a quick learner, and has a passion for data and data analysis.**

• If applicable, what was his/her reason for leaving the position he/she held when you worked / volunteered together? **Moved out of the area**

• Are there any areas he/she could use help in developing (i.e. written communication, organization)? What do we need to provide to help him/her succeed on the Budget Committee? **Clear expectations/deadlines, open communication, written followup/meeting minutes.**

City of Lincoln City | 801 SW Highway 101 | PO Box 50 | Lincoln City, OR 97367 | 541.557.1139 | Lincolncity.org

Human Resources

• Do you have any other feedback you could provide that would help us make a decision?
Jules is a great addition to any team and cares deeply about Lincoln City and the community.

MEMORANDUM

To: City of Lincoln City Mayor and Council
From: Abigail Edwards, Human Resources Director
Date: December 27, 2022
Re: Council Volunteer Appointment—Background Report and References

To the Honorable Mayor and City Council:

Human Resources has conducted a background investigation and reference check for a volunteer application for City Appointed Bodies as set forth in the Lincoln City Municipal Code, Section 2.06.015(D).

No adverse information was found for the following applicant, and they have passed the background check.

Name: Jules Laspa
Position Applied For: Budget Committee

Reference responses have been returned to the City Recorder for your review. Thank you.

Respectfully,

Abigail Edwards
HR Director

CITY OF LINCOLN CITY
Committee / Board / Commission Application

Please indicate which committee/board/commission you are applying for:

- [ ] Arts Committee
- [x] *Budget Committee
- [ ] Community Sustainability Committee
- [ ] URA Ad Hoc Committee
- [ ] Parks and Recreation Board
- [ ] Planning Commission
- [ ] Library Board

** If applying for the Budget Committee, you may not serve on any other City board or committee at the same time. Other City committee volunteer positions allow dual representation if it does not present a conflict of interest.*

NAME:	MARK NEIGHORN	**DATE:**	1-3-23
HOME ADDRESS:	[redacted]		
MAILING ADDRESS:	SAME		
CITY, STATE, ZIP:	Lincoln City OR 97367-3526		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:		**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: [x] Yes Length of Time 40+ years

Do you reside within the Urban Growth Boundary? [x] Yes Length of Time _____

Do you reside within the Lincoln County School District North: [x] Yes [ ] No

Are you a registered voter in Lincoln County? [x] Yes [ ] No

Are you a Lincoln City business owner or Manager? [ ] Yes [x] No

If yes, please indicate which business you own/manage? _____

QUALIFICATIONS/EXPERIENCE ***(Additional space is provided on back)***

Describe relevant qualifications (i.e. work or volunteer experiences) to include any applicable education and/or training. For example, if you are a hotel owner or operator and applying for the Visitor and Convention Committee; and highlight any skills, interests or hobbies that you believe would bring value to your ability to serve this position:

Former owner of Real Estate 100 (30+years)

List names of volunteer/work supervisors:

IN the 1980's - 1990's

Please provide any previous experience with committees, boards or commissions and positions held:

City Council
Budget Committee
Library Board
Park and Rec. Board.

State the name, title and any relationship you have to a City Council member, Commissioner, board member or city employee:

Ø

Explain why you would like to serve on this board, commission, or committee:

I feel compelled to offer service to my community
I'm retired now and have time to offer.

List the name, phone number, and e-mail address (if possible) of two personal or professional references:

Name: Mike Roy Phone: [redacted]

Name: Felecia McDougal Phone: [redacted]

My signature affirms that all information contained herein is true and correct to the best of my knowledge, and that I understand that any misstatement of fact, or any misrepresentation of credentials may result in this application being disqualified and is cause for removal from any appointed body. Shaded information will not be released due to personal privacy protection laws.

[redacted] 1-3-23

SIGNATURE **DATE**

City Recorder
City of Lincoln City
PO Box 50
Lincoln City, OR 97367

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	MARK W. Heighorn
START DATE:	2023
NAME OF COMMITTEE, BOARD, OR COMMISSION:	City Budget Committee
CITY STAFF REPRESENTATIVE:	City Manager.
HOME ADDRESS:	[redacted]
MAILING ADDRESS:	same
HOME PHONE:	
CELL PHONE:	[redacted]
PERSONAL E-MAIL ADDRESS:	

EMERGENCY CONTACT NAME/RELATIONSHIP:	[redacted]
HOME PHONE:	
CELL PHONE:	

DATE:	1-3-23
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

FAIR CREDIT REPORTING ACT (FCRA) ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

PLEASE READ CAREFULLY BEFORE SIGNING!

I acknowledge receipt of the separate document entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION and a SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by Lincoln City ("City") at any time after receipt of this authorization and throughout my employment, if applicable.

To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Telephone Number 1-800-955-5306; www.pinnacleprof.com** and or "City". I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

[redacted] 1-3-23

SIGNATURE **DATE**

Revised 20220811

MEMORANDUM

To: City of Lincoln City Mayor and Council
From: Abigail Edwards, Human Resources Director
Date: January 17, 2023
Re: Council Volunteer Appointment—Background Report and References

To the Honorable Mayor and City Council:

Human Resources has conducted a background investigation and reference check for a volunteer application for City Appointed Bodies as set forth in the Lincoln City Municipal Code, Section 2.06.015(D).

No adverse information was found for the following applicant, and they have passed the background check.

Name: Mark Neighorn
Position Applied For: Budget Committee

Human Resources was unable to complete all reference checking due to the following:

• One reference has been unresponsive to the request for information.

Reference responses have been returned to the City Recorder for your review. Thank you.

Respectfully,

Abigail Edwards
HR Director

Human Resources

REFERENCE CHECK- COMMITTEES

Reference regarding: Mark Neighorn **(Budget Committee)**

Reference: Mike

Reference taken by; date / time: January 10, 2023

- What is your professional relationship with the applicant? we both served on the Lincoln County Board of Realtors together.
- How long have you known him/her? 15 years.
- How long have you worked / served with him/her? 10 years.
- Did you hire or select him/her? If not, would you hire/select him/her given the opportunity to do so? I did not hire or select him but would do so given the opportunity.
- Do you have personal knowledge of the applicant serving on any boards? If so, please describe. If not, would serving on our Budget Committee be a good match based on your knowledge of the applicant? Would you recommend him/her for the Budget Committee? Does the applicant possess good decision making / reasoning skills?
  - He served as the Treasurer for the Lincoln County Board of Realtors for over 10 years & I would definitely recommend him for the Budget Committee
- Does the applicant have good communication / interpersonal skills?
  Yes, he has excellent communication, interpersonal & reasoning skills.
- Is he/she responsible and reliable?
  Yes he is very responsible & reliable. - Always early for meetings!
- What are his/her strongest skills? On time, thinks clearly and very organized. Does he/she possess any special skills? Very analytical and organized.
- If applicable, what was his/her reason for leaving the position he/she held when you worked / volunteered together? Not applicable
- Are there any areas he/she could use help in developing (i.e. written communication, organization)? What do we need to provide to help him/her succeed on the Budget Committee? Just give ~~them~~ him plenty of opportunity to provide input and feedback.

Human Resources

- Do you have any other feedback you could provide that would help us make a decision?

He has many years of ~~experie~~ experience and knowledge including previously serving on the Lincoln City Budget Committee. I highly recommend him!

Human Resources

REFERENCE CHECK- COMMITTEES

Reference regarding: Samuel Ignazzitto [redacted]

Reference: Judy Hoarfrost

Reference taken by; date / time: January 31, 2023

- What is your professional relationship with the applicant?
  --I employed Sam and worked with him at my company, Paddle Palace Table Tennis, after he retired as a teacher.

- How long have you known him/her?
  --I've known Sam for about thirty or forty years. I knew him on a personal basis when he was President of the Portland Table Tennis Club and over many years as a fellow player and promotor of the sport. When he retired as a teacher, I gladly hired him to work at my company.

- How long have you worked / served with him/her?
  --Sam worked at my company, Paddle Palace Table Tennis, from 1999 until 2005. Before that, we were sometimes involved in

- Did you hire or select him/her? If not, would you hire/select him/her given the opportunity to do so?
  --Yes, I would totally hire Sam if he were not retired. Sam is a very responsible, capable, and reliable individual.
- Do you have personal knowledge of the applicant serving on any boards? If so, please describe. If not, would serving on our Planning Commission be a good match based on your knowledge of the applicant? Would you recommend him/her for the Planning Commission? Does the applicant possess good decision making / reasoning skills?
  -- I do not have personal knowledge of Sam serving on any boards. However, I know that he is an intelligent person with excellent decision making skills. Yes, I would recommend him for the Planning Commission and I know that he would be a hard-working, responsible person with a lot of experience and good perspective to offer.

Human Resources

- Does the applicant have good communication / interpersonal skills?
  --Yes, absolutely. Sam is a good listener and works well and communicates well with others.

- Is he/she responsible and reliable?
  --Yes. Sam is very conscientious, highly ethical, and very responsible and reliable.

- What are his/her strongest skills? On time, thinks clearly and very organized. Does he/she possess any special skills?
  --Likely Sam's strongest skills are his willingness to listen, his use of good judgement in decision-making, and his ability to follow through successfully when he makes a commitment.

- If applicable, what was his/her reason for leaving the position he/she held when you worked / volunteered together?
  --Sam retired from our company in Portland, Oregon and moved to the coast. Even after he moved, he was willing to come to Portland if we had an emergency need for his assistance at work.

- Are there any areas he/she could use help in developing (i.e. written communication, organization)? What do we need to provide to help him/her succeed on the Planning Commission?
  --I expect that Sam has all the skills necessary to be successful on the Planning Commission. I'm sure Sam would be quite honest in communicating with others in the organization on any needs he may have.

- Do you have any other feedback you could provide that would help us make a decision?
  --Sam has much to offer. If he is on the Planning Commission, it is certain that he will be a steady and reliable contributor.

MEMORANDUM

To: City of Lincoln City Mayor and Council
From: Abigail Edwards, Human Resources Director
Date: February 6, 2023
Re: Council Volunteer Appointment—Background Report and References

To the Honorable Mayor and City Council:

Human Resources has conducted a background investigation and reference check for a volunteer application for City Appointed Bodies as set forth in the Lincoln City Municipal Code, Section 2.06.015(D).

No adverse information was found for the following applicant, and they have passed the background check.

Name: Samuel Ignazzitto
Position Applied For: Planning Commission

Human Resources was unable to complete all reference checking due to the following:

• One reference has been unresponsive to the request for information.

Reference responses have been returned to the City Recorder for your review. Thank you.

Respectfully,

Abigail Edwards
HR Director

CITY OF LINCOLN CITY
Committee / Board / Commission Application

Please indicate which committee/board/commission you are applying for:

- [ ] Arts Committee
- [x] *Budget Committee
- [ ] Community Sustainability Committee
- [ ] URA Ad Hoc Committee
- [ ] Parks and Recreation Board
- [x] Planning Commission
- [ ] Library Board

FINANCE DEPARTMENT
JAN 31 2023
CITY OF LINCOLN CITY OREGON

** If applying for the Budget Committee, you may not serve on any other City board or committee at the same time. Other City committee volunteer positions allow dual representation if it does not present a conflict of interest.*

NAME:	Samuel Ignazzitto	**DATE:**	01/26/2023
HOME ADDRESS:	[redacted]		
MAILING ADDRESS:	[redacted]		
CITY, STATE, ZIP:	Lincoln City, Oregon 97367		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	[redacted]	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: [✔] Yes Length of Time 18 years

Do you reside within the Urban Growth Boundary? [✔] Yes Length of Time 18 years

Do you reside within the Lincoln County School District North: [✔] Yes [ ] No

Are you a registered voter in Lincoln County? [✔] Yes [ ] No

Are you a Lincoln City business owner or Manager? [ ] Yes [✔] No

If yes, please indicate which business you own/manage? _____

QUALIFICATIONS/EXPERIENCE ***(Additional space is provided on back)***

Describe relevant qualifications (i.e. work or volunteer experiences) to include any applicable education and/or training. For example, if you are a hotel owner or operator and applying for the Visitor and Convention Committee; and highlight any skills, interests or hobbies that you believe would bring value to your ability to serve this position:

Taught in Portland Public Schools for 33 years as a Phyiscal Educaiton Teacher. Taught Heal
Was a Business Owner in Lincoln City for about 3 years at Carrosel By The Sea Antique Mall.
Coached boys Flag Football team, Basketball for boys team and girls, softball for boys team ar

List names of volunteer/work supervisors:

Some dates above are approximate. It has been a long time since I served but all other inform

Please provide any previous experience with committees, boards or commissions and positions held:

Was the Portland Association Teacher Rep for about 10 years. Was President of Portland Tab
Nike World Masters Tournament in 1998. Was also Tournament Director for the Pacifc Rim Tc
for many Table Tennis Tounament in about 1997 and 98. Was Board Member for Portland Tal

State the name, title and any relationship you have to a City Council member, Commissioner, board member or city employee:

Explain why you would like to serve on this board, commission, or committee:

I have free time to devote to give the city and would like to be involved with and helping with de

List the name, phone number, and e-mail address (if possible) of two personal or professional references:

Name: Angela Officer [redacted] Phone: [redacted]

Name: Judy Hoarfrost [redacted] Phone: [redacted]

OWNER OF PADDLE PALACE TABLE TENNIS COMPANY

My signature affirms that all information contained herein is true and correct to the best of my knowledge, and that I understand that any misstatement of fact, or any misrepresentation of credentials may result in this application being disqualified and is cause for removal from any appointed body. Shaded information will not be released due to personal privacy protection laws.

[redacted] 01/26/2023

SIGNATURE **DATE**

City Recorder
City of Lincoln City
PO Box 50
Lincoln City, OR 97367

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Samuel Ignazzitto
START DATE:	
NAME OF COMMITTEE, BOARD, OR COMMISSION:	
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[redacted]
	Lincoln City OR 97367
MAILING ADDRESS:	same
HOME PHONE:	[redacted]
CELL PHONE:	
PERSONAL E-MAIL ADDRESS:	

EMERGENCY CONTACT NAME/RELATIONSHIP:	[redacted]
HOME PHONE:	
CELL PHONE:	

DATE:	
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

FAIR CREDIT REPORTING ACT (FCRA) ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

PLEASE READ CAREFULLY BEFORE SIGNING!

I acknowledge receipt of the separate document entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION and a SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by Lincoln City ("City") at any time after receipt of this authorization and throughout my employment, if applicable.

To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Telephone Number 1-800-955-5306; www.pinnacleprof.com** and or "City". I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

[redacted] 1/30/23

SIGNATURE **DATE**

Revised 20220811

BUDGET COMMITTEE APPLICANT QUESTIONS

1) Tell us about yourself and why you are interested in serving on the budget committee.

2) If you could eliminate one Lincoln City service, what would it be?

3) How can Lincoln City better engage the public in the budget process?

4) When one reads the budget, what should it tell them?

5) How do you know if the City is spending too much or too little on a City service?

6) What are the biggest opportunities and challenges facing Lincoln City?

7) How do you prioritize where the City spends its funds?

Council Communication

Oregon Liquor Control Commission - Request for Full On-Premises, Commercial License

Meeting Date:	February 13, 2023	Primary Staff Contact:	Jamie Young
Department:	City Council	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	3 min

Questions:

Should the City Council provide a recommendation to the Oregon Liquor Control Commission (OLCC) for a new Full On-Premises, Commercial Liquor License for Hearth & Table?

Staff Recommendations:
A review was conducted by Chief Broderick, who recommends that City Council provide a favorable recommendation to grant the license to the applicant.

Legal Background and Framework:
Oregon Revised Statute (ORS) 471.166 establishes the process for local governments to make recommendation to the OLCC.

Lincoln City Municipal Code Chapter 5.20 sets forth the local process for making recommendations to OLCC.

Council Options:

1. Approve a favorable recommendation for a new Full On-Premises, Commercial Liquor License for Hearth and Table.

2. To not approve the license application.

Attachments:
Hearth and Table_Redacted.pdf (PDF)

LIQUOR LICENSE APPLICATION

Check the appropriate license request option:

☑ New Outlet | ☐ Change of Ownership | ☐ Greater Privilege | ☐ Lesser Privilege

Select the license type you are applying for.

More information about all license types is available online.

Full On-Premises

- ☑ Commercial
- ☐ Caterer
- ☐ Public Passenger Carrier
- ☐ Other Public Location
- ☐ For Profit Private Club
- ☐ Nonprofit Private Club

Winery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th

Brewery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Brewery-Public House

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Grower Sales Privilege

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Distillery

- ☐ Primary location
- Additional tasting locations: ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th

☐ **Limited On-Premises**

☐ **Off Premises**

☐ **Warehouse**

☐ **Wholesale Malt Beverage and Wine**

INTERNAL USE ONLY

Application received: 10/24/2022

Minimum documents acquired: 10/26/2022

LOCAL GOVERNING BODY USE ONLY

City/County name:

City of Lincoln City

Date application received:

Optional: Date Stamp

RECEIVED
JAN 12 2023
CITY OF LINCOLN CITY
LINCOLN CITY OR

☒ Recommend this license be granted

☐ Recommend this license be denied

[redacted] 1/23/23

Printed Name Date

Return this form to:

Investigator name: Eric.Hildebrand

Email: Eric.Hildebrand@oregon.gov

LIQUOR LICENSE APPLICATION

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1:	Name of entity or individual applicant #2:
Lochberg Hospitality LLC	
Name of entity or individual applicant #3:	**Name of entity or individual applicant #4:**

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):
Hearth & Table

Business phone number:	Business email:
[redacted]	info@hearthandtableevents.com

Premises street address (The physical location of the business and where the liquor license will be posted):
304 SE HWY 101

City:	Zip Code:	County:
Lincoln City	97367	Lincoln

Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1].):

[redacted]	State:	Zip Code:
	OR	97367

Does the business address currently have an OLCC liquor license?	Does the business address currently have an OLCC marijuana license?
☐ Yes ☑ No	☐ Yes ☑ No

APPLICATION CONTACT INFORMATION

Contact Name:
Danelle Lochrie

Phone number:	Email:
[redacted]	rockfishbakery@gmail.com

City:	Zip Code:	County:
Lincoln City	97367	Lincoln

Please note: liquor license applications are public records.

LIQUOR LICENSE APPLICATION

ATTESTATIONS

By signing this form, you attest that each of the following statements are true. I understand the Commission may require a licensee to provide proof of any of the below or below referenced documents at any time.

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an un-waivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Print name	Signature	Date	Atty. Bar Info (if applicable)
Danelle Lochrie	[redacted]	10/25/2022	
Ethan Granberg	[redacted]	10/25/2022	

PRINT FORM

RESET FORM

Oregon Liquor Control Commission

LIMITED LIABILITY COMPANY (LLC) QUESTIONNAIRE

LLC Name: LOCHBERG HOSPITALITY LLC

Trade Name of Business (Name Customers Will See) HEARTH & TABLE

The LLC named in this document is a (see page 1 for definitions): ☐ Manager-Managed LLC ☒ Member-Managed LLC

This section is ONLY for a manager-managed LLC. (Directions on page 1. You may include information on a separate sheet.)

Name of Managing Member (please print)	Name of Managing Member (please print)

This section is for BOTH a manager-managed LLC and a member-managed LLC. (Directions on page 1. You may include information on a separate sheet.)

Name of Member (please print)	Percentage of issued membership held
DANELLE LOCHRIE	51%
ETHAN GRANBERG	49%

This section is ONLY for an LLC with the listed officers. (Directions on page 1. You may include information on a separate sheet.)

Title	Name (please print)
President	
Secretary	
Treasurer	
Vice president with responsibility over the operation of the business	

SERVER EDUCATION DESIGNEE (Directions on page 1)

Name (please print)	Date of Birth
DANELLE LOCHRIE	[redacted]

SIGNATURE (Directions on page 1)

NAME of Signing Person (please type or print) DANELLE LOCHRIE

[redacted]

SIGNATURE of signing person (may electronically sign) DATE 10/18/2022

This box for OLCC use ONLY exp 8-14-2023

Only for an applicant of record: SOS Number _____ Current at time of issuing license (yes/no) _____

Does the entity hold, or has it ever held, an OLCC-issued liquor license? _____

Rev: 10.7.20

PRINT FORM

RESET FORM

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY FORM

1. Name (Print):	LOCHRIE (Last)	DANELLE (First)	PATRICIA (Middle)

2. Other names used (maiden, other):

3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes [X] No [ ]
If yes, you must list your SSN: [redacted]

SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a).

4. Do you consent to the OLCC's use of my SSN as described above? Check this box: [X]

5. Date of Birth (DOB):	[redacted] (mm)	[redacted] (dd)	[redacted] (yyyy)

6. Driver License or State ID #: [redacted]	7. State OR

8. Contact Phone [redacted]

9. E-mail Address:

10. Mailing Address:	[redacted] (Number and Street)	LINCOLN CITY (City)	OR (State)	97367 (Zip Code)

11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon?

No [X] Yes [ ] (If yes, explain in the space provided, below) Unsure [ ] Choose this option and provide an explanation if, for example: you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY FORM

12. Do you, or any entity that you are a part of, **currently hold** or **have you previously held** a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No ☒ Yes ☐ Please list licenses (and year(s) licensed) below Unsure ☐ Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

No ☒ Yes ☐ Please list licenses (and year(s) licensed) below Unsure ☐ Please include an explanation:

14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

No ☒ Yes ☐ Please list applications below Unsure ☐ Please include an explanation:

You must sign your own form (electronic signature acceptable). Another individual, such as your attorney or an individual with power of attorney, ***may not*** sign your form.

Affirmation

Even if I receive assistance in completing this form, I affirm by my signature below, that my answers on this form are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to my criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name (Print):	LOCHRIE Last	DANELLE First	PATRICIA Middle
Signatu[redacted]		Date: 10/18/2022	

This box for OLCC use ONLY

_____ Does the individual currently hold, or has the individual previously held, an OLCC- issued liquor license?

OREGON LIQUOR CONTROL COMMISSION

BUSINESS INFORMATION

Please Print or Type

Applicant Name: LOCHBERG HOSPITALITY LLC Phone [redacted]

Trade Name (dba): HEARTH + TABLE

Business Location Address: 304 SE HIGHWAY 101

City: LINCOLN CITY ZIP Code: 97367

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday	930AM	to	3PM
Monday	–	to	–
Tuesday	–	to	–
Wednesday	–	to	–
Thursday	3PM	to	8PM
Friday	3PM	to	8PM
Saturday	3PM	to	8PM

Outdoor Area Hours: N/A

Sunday		to	
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	

The outdoor area is used for:

- ☐ Food service Hours: _____ to _____
- ☐ Alcohol service Hours: _____ to _____
- ☐ Enclosed, how _____

The exterior area is adequately viewed and/or supervised by Service Permittees.

_____ (Investigator's Initials)

Seasonal Variations: ☒ Yes ☐ No If yes, explain: POSSIBLY OPEN LONGER HOURS DURING SUMMER MONTHS

ENTERTAINMENT

Check all that apply:

- ☐ Live Music
- ☐ Recorded Music
- ☐ DJ Music
- ☐ Dancing
- ☐ Nude Entertainers
- ☐ Karaoke
- ☐ Coin-operated Games
- ☐ Video Lottery Machines
- ☐ Social Gaming
- ☐ Pool Tables
- ☐ Other: _____

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday		to	
Monday		to	
Tuesday		to	
Wednesday		to	
Thursday		to	
Friday		to	
Saturday		to	

SEATING COUNT

Restaurant: 25 Outdoor: –

Lounge: – Other (explain): –

Banquet: – Total Seating: 25

OLCC USE ONLY

Investigator Verified Seating: ____(Y) ____(N)

Investigator Initials: _____

Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: Danielle Lochberg **Date:** 10/18/2022

1-800-452-OLCC (6522)

www.oregon.gov/olcc

(rev. 12/07)

PRINT FORM

RESET FORM

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY FORM

1. Name (Print):	GRANBERG Last	ETHAN First	EDWARD Middle

2. Other names used (maiden, other):

3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes ☒ No ☐
If yes, you must list your SSN: [redacted]

SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.

Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC§ 552(a).

4. Do you consent to the OLCC's use of my SSN as described above? Check this box: ☒

5. Date of Birth (DOB):	[redacted] (mm)	[redacted] (dd)	[redacted] (yyyy)

6. Driver License or State ID #: [redacted]	7. State OR

8. Contact Phone: [redacted]

9. E-mail Address:

10. Mailing Address:	[redacted] (Number and Street)	LINCOLN CITY (City)	OR (State)	97367 (Zip Code)

11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon?

No ☒ Yes ☐ (If yes, explain in the space provided, below) Unsure ☐ Choose this option and provide an explanation if, for example: you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.

OREGON LIQUOR CONTROL COMMISSION

INDIVIDUAL HISTORY FORM

12. Do you, or any entity that you are a part of, **currently hold** or **have you previously held** a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No [X] Yes [ ] Please list licenses (and year(s) licensed) below Unsure [ ] Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

No [X] Yes [ ] Please list licenses (and year(s) licensed) below Unsure [ ] Please include an explanation:

14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

No [X] Yes [ ] Please list applications below Unsure [ ] Please include an explanation:

You must sign your own form (electronic signature acceptable). Another individual, such as your attorney or an individual with power of attorney, ***may not*** sign your form.

Affirmation

Even if I receive assistance in completing this form, I affirm by my signature below, that my answers on this form are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to my criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name (Print):	GRANBERG Last	ETHAN First	EDWARD Middle
Signature: [redacted]		**Date:** 10/18/2022	

This box for OLCC use ONLY

_____ Does the individual currently hold, or has the individual previously held, an OLCC- issued liquor license?

Council Communication

Advanced Metering Infrastructure, Phase 2 Contract Award

Meeting Date:	February 13, 2023	Primary Staff Contact:	Stephanie Reid
Department:	Public Works	E-Mail:	SReid@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	5 minutes

Question:
Should the City Council award the contract to install the AMI (Advanced Metering Infrastructure) System, Phase 2, to Ferguson Waterworks?

Staff Recommendation:
Staff recommends the City Council award the contract to install the AMI (Advanced Metering Infrastructure) System, Phase 2, to Ferguson Waterworks?

Authority:
LCMC 2.05.060 (Public Improvement contracts shall be awarded by competitive bid or as provided by the Public Contracting Code or these rules).

Background:
The AMI System is a system where water meters are read by a radio rather than a meter reader visiting each meter on site. The system also provides real time information about the use of water. The contract package includes new meters with a radio antenna that sends data to a base station (wood pole with an antenna) where the information is collected. This information is sent to a Meter Data Management System where the information is process and stored then sent to the Caselle Software for billing. This information is also available to field operations and alerts are given when the system detects leaks on the service lines.

On January 10, 2022 City Council approved the award to Ferguson Waterworks for Phase 1 of the City's AMI System. Phase 1 included installing 378 water meters, a base station and wood pole antenna, software and training at a price of $280,983.00. Phase 1 installation is complete at $282,958.20. Staff is very satisfied with how the system works. The system gives alerts when the water meter runs for 24 hours allowing staff to notify customers immediately when we detect a leak. We have successfully converted to our new AMI system for water billing for the Cutler City area and have detected several continuing flow services.

Project Description
Staff now has prepared a draft contract for Phase 2 that will cover the area north of the Cutler City to D River and will add 1,410 meters (5/8" to 6" meters), see attached map.

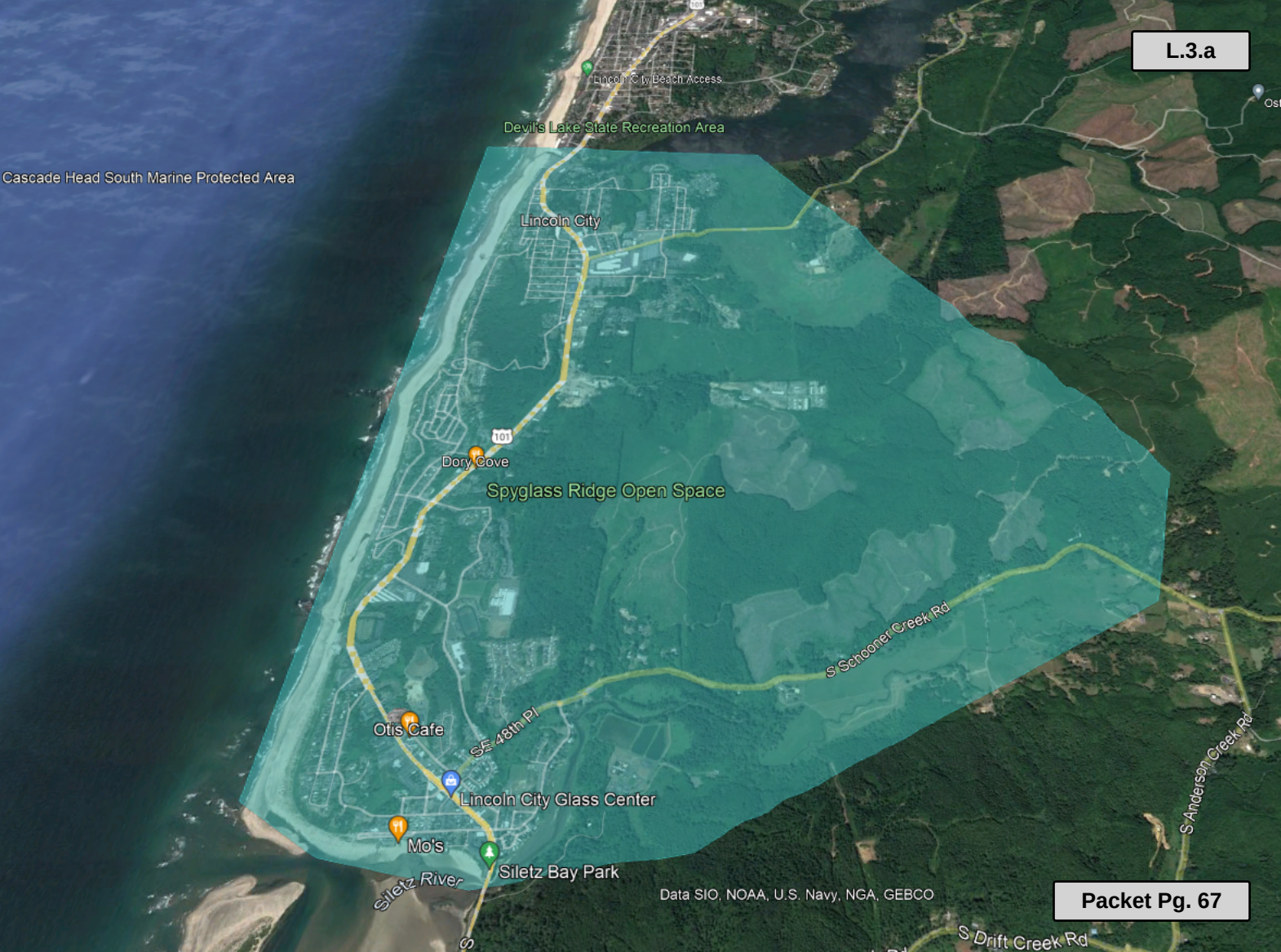
Financial Impact:
The project is funded through the Water Capital Fund. The total project cost is budgeted at $1,250,000.00 in FY 22-23. The current budget has adequate funds for Phase 2. Additional budget will be needed in FY23-24 or FY24-25 to fully implement the project.
Phase 2 thru 4 will be implemented over the next two years with the total cost of the AMI system at approximately $2.3 million dollars. There is an annual maintenance cost for the software of approximately $36,700 per year when all the water meter are brought online.

Council Options:
City Council can decide not to continue with the AMI System. City Council approve implementation of Phase 2 and approve the contract for Phase 2 to Ferguson Waterworks in the amount of $783,597.00.

Potential Motions:
Approve the implementation of the Advance Metering Infrastructure System Phase 2 and award Ferguson Waterworks the contract for Phase 2 in the amount of $783,597.00 with a 5% Contingency of $39,180.00 for a total cost of $822,777.00.

Attachments:
Phase 2 boundary map

Attachments:
Lincoln City Phase II Map (PNG)


Lincoln City Beach Access
Devil's Lake State Recreation Area
Cascade Head South Marine Protected Area
Lincoln City
101
Dory Cove
Spyglass Ridge Open Space
S Schooner Creek Rd
SE 48th Pl
Otis Cafe
Lincoln City Glass Center
Mo's
Siletz Bay Park
Siletz River
S Anderson Creek Rd
Data SIO, NOAA, U.S. Navy, NGA, GEBCO
S Drift Creek Rd

Council Communication

City Hall Exterior Painting Project Award

Meeting Date:	February 13, 2023	Primary Staff Contact:	Stephanie Reid
Department:	Public Works	E-Mail:	SReid@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	5 minutes

Question:
Should the City Council award the City Hall Exterior Painting Project contract to All-Ways Painting and General Construction in the amount of $71,500 with a 10% contingency of $7,150.00 for a total amount of $78,650.00?

Staff Recommendation:
Staff recommends City Council award the City Hall Exterior Painting Project contract to All-Ways Painting and General Construction in the amount of $71,500 with a 10% contingency of $7,150.00 for a total amount of $78,650.00?

Authority:
LCMC 2.05.060 …"the solicitation and award of public contracts in the city shall be accomplished pursuant to the Public Contracting Code, the Model Rules as they now exist, and the Lincoln City Municipal Code. (Ord. 2013-15 § 3; Ord. 2005-04 § 1). Staff followed the Model Rules to solicit bids.

Background:
The City Hall Building needs to be re-painted. The project will include pressure washing, scraping and removing all loose paint, priming all raw wood with an oil-based stain blocking primer, treating rust issues prior to painting. The paint that will be used is a lifetime paint called super paint with a satin finish.

Staff solicited three bids for this project. Two bids were received:

All-Ways Painting	$71,500.00
Western Premium Painting LLC	$105,360.00

Council Options:
Award the City Hall Exterior Painting Project contract to All-Ways Painting and General Construction in the amount of $78,650.00.

Don't re-paint the building.

Financial Impact
The budget for this project was approved for Fiscal Year 2022-23 for $140,000.00

Potential Motions:
Award the City Hall Exterior Painting Project contract to All-Ways Painting and General Construction in the amount of $71,500 with a 10% contingency of $7,150.00 for a total amount of $78,650.00.