

**CITY OF LINCOLN CITY  
CITY COUNCIL AGENDA**

**MONDAY JULY 24, 2023, 6:00 PM**

**6:00 PM** - The 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](mailto:publiccomment@lincolncity.org), by attending the City Council meeting, via Zoom, or telephone. Public comments submitted 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](mailto:publiccomment@lincolncity.org)

Citizens requesting to give public comment via Zoom or telephone must email [publiccomment@lincolncity.org](mailto: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 phone number 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 must 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](tel:541-996-1013) or [kmattias@lincolncity.org](mailto: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](http://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 – July 10, 2023, 6:00 PM
2. OLCC- Request for Full On-Premises, Commercial Brûlée
3. Purchase of Cisco Meraki switches

**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 the public comments section of the agenda or the public hearings section 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**

**H. PUBLIC HEARING / ORDINANCE**

**I. PUBLIC HEARINGS / PUBLIC COMMENTS**

1. Electrical and Plumbing Program Assumption

**J. ORDINANCES**

2. ORDINANCE NO. 2023-13 AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 2.04 (CITY COUNCIL), AMENDING SECTION 2.04.180 (APPENDIX – COUNCIL RULES), NUMBERED PARAGRAPH 14.3 TO FURTHER CLARIFY THE RECORD RETENTION OBLIGATIONS OF COUNCIL MEMBERS
3. ORDINANCE NO. 2023-14 AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 5 (BUSINESS TAXES, LICENSES AND REGULATIONS), CHAPTER 5.16 (SPECIAL EVENTS), AMENDING SECTION 5.16.015 (APPLICABILITY); CLARIFYING A SPECIAL EVENT PERMIT DOES NOT REPLACE A MOBILE FOOD UNIT LICENSE OR A STREET VENDOR CART LICENSE

**K. RESOLUTIONS**

4. RESOLUTION 2023-18 A RESOLUTION OF THE CITY OF LINCOLN CITY DESIGNATING ADDITIONAL ADJACENT LANDS AS INTERIM PARK PROPERTY FOR INTERIM PARK USE, SUBJECT TO PERMITTING AND REGULATIONS UNDER LCMC CHAPTER 12.16 (PARK REGULATIONS) AND CHAPTER 10.08 (TRAFFIC CONTROL AUTHORITY)
5. RESOLUTION NO. 2023-19 A RESOLUTION OF THE CITY OF LINCOLN CITY ESTABLISHING PARKING AND TRAFFIC CONTROL (PARKING AND SPEED) MEASURES FOR TWO INTERIM PARK PROPERTIES: KIDS PARK AND CANYON PARK

6. RESOLUTION NO. 2023-20 A RESOLUTION OF THE CITY OF LINCOLN CITY APPROVING SUBMITTAL OF A DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT HOUSING PLANNING ASSISTANCE GRANT APPLICATION

**L. SPECIAL ORDER OF BUSINESS**

7. Local Program Support Grant Update & Request: SBDC (Small Business Development Center)

8. Partnership with Economic Development Alliance of Lincoln County (EDALC)

**M. CITY MANAGER/CITY ATTORNEY REPORTS**

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

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

**P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL**

**Q. ADJOURNMENT**

CITY OF LINCOLN CITY

CITY COUNCIL MINUTES OF THE MEETING

July 10, 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](http://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
Judy Casper	Councilor Ward 3	Present	
Riley Hoagland	Councilor Ward 2	Present	
Rick Mark	Councilor Ward 3	Present	
Mitch Parsons	Councilor Ward 1	Present	
Sydney Kasner	Councilor Ward 2	Present	
Susan Wahlke	Mayor	Present	

Staff Present: Daphnee Legarza, City Manager; Richard Appicello, City Attorney; Chief Broderick, Lincoln City Police Department; Stephanie Reid, Public Works Director; Jamie Young, City Recorder.

**C. PLEDGE OF ALLEGIANCE**

Mayor Wahlke led The Pledge of Allegiance.

Mayor Wahlke added the Parks Board appointment to the agenda as L2.

**D. CONSENT AGENDA**

<b>MOTION:</b>	<b>Consent Agenda</b>
<b>MOVER:</b>	<b>Rick Mark, Councilor Ward 3</b>
<b>SECONDER:</b>	<b>Mitch Parsons, Councilor Ward 1</b>
<b>AYES:</b>	Casper, Hoagland, Mark, Parsons, Kasner, Wahlke
<b>RESULT:</b>	<b>Passed</b>

1. Regular Meeting – Minutes of Regular Meeting – June 26, 2023 6:00 PM  
*Councilor Mark asked for a correction to the minutes and discussion on D2.*

2. ODOT Fund Exchange Program Grant Agreement  
*Councilor Mark asked for additional information on this item. Mr. Appicello explained the grant agreement.*

**E. COUNCIL DELIBERATIONS**

*None*

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

*Leslie James from North Lincoln Hospital Foundation spoke regarding the Samaritan Treatment and Recovery Services project and gave an update.*

*Ms. Legarza summarized three comments received by email from John White, regarding the speed limit on SW Coast; Annette Gudio, regarding fireworks on NE 71st; Roger Brockway, regarding fireworks.*

**G. PRESENTATIONS**

3. Lincoln City Police Department - July 4th Recap Presentation

*Chief Broderick of the Lincoln City Police, gave a report of the 4th of July events. Chief Broderick change the number of Officer to 31. Council and Staff had a discussion.*

**H. PUBLIC HEARING / ORDINANCE**

*None*

**I. PUBLIC HEARINGS / PUBLIC COMMENTS**

*None*

**J. ORDINANCES**

*None*

**K. RESOLUTIONS**

*None*

**L. SPECIAL ORDER OF BUSINESS**

1. Bay Walk Construction Contract Award

*Stephanie Reid, Public Works Director, read the staff report for the contract award.*

**MOTION:** Motion to Approve the Construction Contract be Awarded to CG Contractors in the Amount of \$442,825.00 with a Construction Contingency of \$44,282.50 (10 percent of Bid Amount) for a Total of \$487,107.50

**MOVER:** Riley Hoagland, Councilor Ward 2

**SECONDER:** Sydney Kasner, Councilor Ward 2

**AYES:** Casper, Hoagland, Mark, Parsons, Kasner, Wahlke

**RESULT:** Passed by Roll Call Vote

2.

**MOTION:** Motion to Appoint Robert Vincent to the Parks and Recreation Board for a "City Resident" Position with a Partial Three-year Term Expiring 12/31/24 and Clay Glasgow for a "City Resident" Position with a Three-year Term Beginning 1/1/24 and Expiring 12/31/27

**MOVER:** Mitch Parsons, Councilor Ward 1

**SECONDER:** Sydney Kasner, Councilor Ward 2

**AYES:** Casper, Mark, Parsons, Kasner, Wahlke

**NAYS:** Hoagland

**RESULT:** Passed by Voice Vote

**M. CITY MANAGER/CITY ATTORNEY REPORTS**

*Ms. Legarza gave an update of current events, the OPRD public comment and the tennis/pickleball event.*

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

*None*

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

*None*

**P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL**

*Councilor Kasner spoke about the situation with the Newport Mayor and Lincoln City being a safe place. Councilor Kasner thanked everyone for the support while on Council.*

*Councilor Parsons spoke about the road being blocked at business by traffic and delivery vehicle.*

*Councilor Hoagland spoke about "David's Chair" and explained. Council and Staff discussed. Councilor Hoagland also spoke RV disposal. Council and Staff discussed. Councilor Hoagland asked about lights on the dock year-round.*

*Councilor Mark spoke about an email he received about vehicles parked in the yards, and asked for a follow up in the future. Councilor Mark also spoke about fireworks. Councilor Mark thanked Councilor Kasner for her time on Council.*

*Councilor Casper spoke about the fireworks and the numbers of visitors for comparison. Ms. Legarza will gather that information. Councilor Casper read and ode to Councilor Kasner.*

Mayor Wahlke spoke about getting the non-profit grants out earlier. Councilor Hoagland asked for clarification. Ms. Legarza explained the process.

3.

<b>MOTION:</b>	<b>Motion to Direct Staff to Bring Back Historical Information to Council Regarding the Non-profit Grants</b>
<b>MOVER:</b>	<b>Mitch Parsons, Councilor Ward 1</b>
<b>SECONDER:</b>	<b>Judy Casper, Councilor Ward 3</b>
<b>AYES:</b>	Casper, Hoagland, Mark, Parsons, Kasner, Wahlke
<b>RESULT:</b>	<b>Passed by Voice Vote</b>

Mayor Wahlke made the following appointments: Councilor Hoagland and Councilor Casper as interviewers for the Arts Committee; Councilor Parson and Councilor Mark as interviewers for the Parks Board; Councilor Mark will move to the Representative and Councilor Hoagland as alternate for the Lincoln County State Transportation Improvement Fund Advisory Committee. Councilor Hoagland as the representative for the Cascade West Area Commission on Transportation and Mayor Wahlke as Alternate.

Councilor Mark asked about the quorum number with the two vacancies. Mr. Appicello will check and get back to Council.

Mayor Wahlke spoke regarding the Newport City Council issue and repeated a statement "Don't get mad, get elected". Mayor Wahlke presented Council Kasner a certificate.

**Q. ADJOURNMENT**

Mayor Wahlke adjourned the meeting at 7:20 PM

\_\_\_\_\_  
SUSAN WAHLKE, MAYOR

ATTEST:

\_\_\_\_\_  
JAMIE YOUNG, CITY RECORDER

## Council Communication

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### OLCC- Request for Full On-Premises, Commercial- Brûlée

Meeting Date:	July 24, 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

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#### Questions:

Should the City Council provide a recommendation to the Oregon Liquor Control Commission (OLCC) for a full on-premises liquor license for Brûlée?

#### Staff Recommendations:

A review was conducted by Chief Broderick, and staff recommends that City Council provide a favorable recommendation to grant the license to the applicant.

#### Legal Background and Framework:

LCMC 5.20 (Liquor License Review) sets forth the City's procedures for OLCC license recommendation under Oregon Revised Statute (ORS) 471.166.

#### Council Options:

Approve a favorable recommendation to the Oregon Liquor Control Commission (OLCC) for a full on-Premises liquor license for Brûlée

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#### Potential Motions:

*Motion to approve the Oregon Liquor Control Commission full on-premises liquor license for Brûlée.*

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#### Attachments:

Brûlée\_Redacted (PDF)

# LIQUOR LICENSE APPLICATION

D.2.a

Page 1 of 4

Check the appropriate license request option:

New Outlet |  Change of Ownership |  Greater Privilege |  Additional 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

### LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT:

**After providing your recommendation, return this application to the applicant WITH the recommendation marked below**

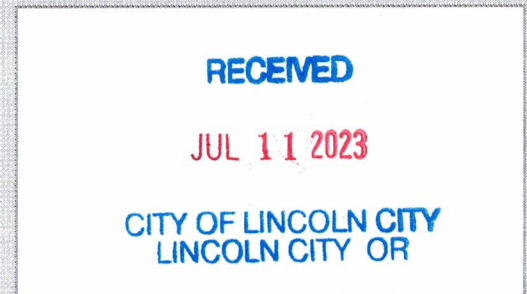
City/County name:

City of Lincoln City

(Please specify city or county)

Date application received:

Optional: Date Stamp Received Below



- Recommend this license be granted
- Recommend this license be denied



7/13/23  
Date

Brûlée

Trade Name

# LIQUOR LICENSE APPLICATION

APPLICANT INFORMATION	
<b>Identify</b> 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: <b>ChefMendivel.Com DBA Brûlée</b>	Name of entity or individual applicant #2:
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): <b>Brûlée</b>		
Premises street address (The physical location of the business and where the liquor license will be posted): <b>801 SW Hwy 101 Suite 402</b>		
City: <b>Lincoln City</b>	Zip Code: <b>97367</b>	County: <b>Lincoln</b>
Business phone number: <b>541-614-0262</b>	Business email: <b>gm.chefmendivel@gmail.com</b>	
Business mailing address (where we will send any items by mail as described in <u>OAR 845-004-0065[1]</u> ): <b>801 SW Hwy 101 Suite 402</b>		
City: <b>Lincoln City</b>	State: <b>Oregon</b>	Zip Code: <b>97367</b>
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

AUTHORIZED REPRESENTATIVE – A liquor applicant or licensee may give a representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.		
<b>I give permission for the below named representative to:</b>		
<input checked="" type="checkbox"/> Make changes regarding this license/application on my behalf.		
<input checked="" type="checkbox"/> Sign application forms regarding this license/application on my behalf.		
<input checked="" type="checkbox"/> Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.		
Representative Name: <b>Sarah Mendivel</b>		
Phone number: [REDACTED]	Email: <b>gm.chefmendivel@gmail.com</b>	
Mailing address: [REDACTED]		
City: <b>Lincoln City</b>	State: <b>Oregon</b>	Zip Code: <b>97367</b>

# LIQUOR LICENSE APPLICATION

D.2.a

Page 3 of 4

**APPLICATION CONTACT INFORMATION** – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative section must be filled in and the appropriate permission(s) must be selected.

**Application Contact Name:**

Sarah Mendivel

Phone number:

[REDACTED]

Email:

gm.chefmendivel.com

## TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

## ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
  1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
  2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
  3. The licensed premises at the premises street address proposed to be licensed either:
    - a. Does not include any common areas; or
    - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
      - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
  4. The licensed premises at the premises street address either:
    - a. Has no area on property controlled by a public entity (like a city, county, or state); or
    - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

Brûlée

Packet Pg. 11





# OREGON LIQUOR & CANNABIS COMMISSION INDIVIDUAL HISTORY FORM

PRINT FORM

D.2.a

RESET FORM

1. Name (Print):	Mendivel Last	Sarah First	Kay Middle	
2. Other names used (maiden, other): [REDACTED]				
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, you must list your SSN: [REDACTED]				
<b>SOCIAL SECURITY NUMBER DISCLOSURE:</b> 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 <u>voluntary consent</u> 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: <input type="checkbox"/>				
5. Date of Birth (DOB):	[REDACTED] (mm)	[REDACTED] (dd)	[REDACTED] (yyyy)	
6. Driver License or State ID #: [REDACTED]			7. State Oregon	
8. Contact Phone: [REDACTED]				
9. E-mail Address: gm.chefmendivel@gmail.com				
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 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below) Unsure <input type="checkbox"/> 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 & CANNABIS COMMISSION  
**INDIVIDUAL HISTORY FORM**

D.2.a

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):	Mendivel Last	Sarah First	Kay Middle
Signature:			Date: 7/1/2023

**This box for OLCC use ONLY**  
 Does the individual currently hold, or has the individual previously held, an OLCC- issued liquor license?



# OREGON LIQUOR & CANNABIS COMMISSION INDIVIDUAL HISTORY FORM

PRINT FORM

RESET FORM

D.2.a

1. Name (Print):	Mendivel II <div style="text-align: right;">Last</div>	Winston <div style="text-align: right;">First</div>	Blanton-Harris <div style="text-align: right;">Middle</div>
2. Other names used (maiden, other):	[REDACTED]		
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If yes, you must list your SSN: [REDACTED]		
<p><b>SOCIAL SECURITY NUMBER DISCLOSURE:</b> 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) &amp; 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.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your <u>voluntary consent</u> 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)).</p>			
4. Do you consent to the OLCC's use of my SSN as described above? Check this box:	<input checked="" type="checkbox"/>		
5. Date of Birth (DOB):	[REDACTED] <div style="text-align: right;">(mm)</div>	[REDACTED] <div style="text-align: right;">(dd)</div>	[REDACTED] <div style="text-align: right;">(yyyy)</div>
6. Driver License or State ID #:	[REDACTED]	7. State Oregon	
8. Contact Phone:	[REDACTED]		
9. E-mail Address:	chefmendivel@gmail.com		
10. Mailing Address:	[REDACTED] <div style="text-align: right;">(Number and Street)</div>	Lincoln City <div style="text-align: right;">(City)</div>	OR 97367 <div style="text-align: right;">(State) (Zip Code)</div>
<p>11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon?</p> <p>No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below) Unsure <input type="checkbox"/> 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.</p>			



OREGON LIQUOR & CANNABIS COMMISSION  
**INDIVIDUAL HISTORY FORM**

D.2.a

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):	Mendivel II	Winston	Blanton-Harris
	Last	First	Middle

Signature:		Date:	7/5/2023
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**This box for OLCC use ONLY**

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

# Council Communication

## Purchase of Cisco Meraki Switches

Meeting Date:	July 24, 2023	Primary Staff Contact:	Tony LaSoya
Department:	City Council	E-Mail:	tlasoya@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	5 minutes

### Question:

Should the City Council approve the purchase of Cisco Meraki switches for \$87,612.30?

### Staff Recommendation:

Staff recommends the Council approve this purchase.

### Authority:

#### 2.05.080 Exemptions.

The following classes of public contracts are exempt from competitive procurement:

\*\*\*C. Contracts for the purchase of computer equipment and software, which may be obtained by quotes under the procedures provided in LCMC 2.05.110.

#### 2.05.110 Public improvement contracts.

Public improvement contracts shall be awarded by competitive bid or as provided by the Public Contracting Code or these rules.

A. Exemptions. The local contract review board may exempt any public improvement contract or class of contracts under \$100,000 from the requirements of this section and award a public improvement by competitive proposal or competitive quotes, provided the local contract review board approves the exemption as provided in this section.

B. Public improvement contracts not to exceed \$100,000 may be based on competitive quotes under the following procedures:

1. The local contract review board authorizes the city manager as contracting agency to informally solicit at least three price quotes from prospective contractors. If three prospective contractors are not available, then fewer quotes may be solicited. The city manager shall maintain records of the attempts to obtain quotes.
2. The local contract review board shall award the contract to the prospective contractor whose quote will best serve the interests of the city, taking into account price, experience, specific expertise, availability, project understanding, contractor capacity, contractor responsibility, and other similar selection criteria. If the contract is not awarded on the basis of lowest price, the local contract review board shall make a written record of the basis for the award.
3. Intermediate level public improvement contracts obtained by competitive quotes may be increased above the original amount of award by contracting agency issuance of a change to the

work or amendment, up to an aggregate contract price increase of 25 percent over the original contract amount when the contracting agent determines that a price increase is warranted for additional reasonably related work, and up to 50 percent over the original contract amount when the contracting agent determines that a price increase is warranted for additional reasonably related work and the local contract review board approves the increase.

C. The local contract review board authorizes the city manager as contracting agency to let public improvement contracts based on competitive quotes as provided herein where the city manager estimates the contract price not to exceed \$100,000.

### **Background:**

In the 2023-24 budget, \$105,000 was budgeted for the purchase of replacement switches. I.T. was expecting to negotiate a 45% vendor discount on these switches, which would retail for \$182,953.00. I.T. sought three competitive quotes in accordance with LCMC 205.110 above. We were able to negotiate a 55% discount, bringing the cost down to \$87,612.30.

### **Council Options:**

1. Approve the purchase.
2. Decline the purchase.

### **Financial Impact**

\$87,612.30- almost \$20,000 under budgeted amount. [Amount exceeds delegation to City Manager; therefore it is on the Agenda for Council approval]

### **Potential Motions:**

I move to approve the purchase of Cisco Meraki switches for \$87,612.30.

### **Attachments:**

# 10800 City Of Lincoln City - Meraki Switches - 5YR EOY (PDF)

# ProsperIT

"Solutions for IT Prosperity"

1256 W Lathrop Rd | Manteca, CA 95336

**Quote No.:** # 10800  
**Exp. Date:** 7/25/2023  
**Terms:** Net 30  
**Length:** 5 Years

**Prepared for:** City Of Lincoln City  
 801 SW Highway 101 #301  
 Lincoln City OR 97367

NAME	PRICE	QTY	SUBTOTAL
MS120-48FP-HW By Cisco Meraki	\$6,613.66	25	\$165,341.50
LIC-MS120-48FP-5YR By Cisco Meraki	\$1,174.10	25	\$29,352.50
			<b>\$194,694.00</b>
		55% EOY Discount	<b>-\$107,081.70</b>
		Tax	<b>\$0.00</b>
		<b>Total</b>	<b>\$87,612.30</b>

Anthony LaSoya  
 City Of Lincoln City

## Council Communication

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### Public Hearing - Electrical/Plumbing Program Assumption

Meeting Date:	July 24, 2023	Primary Staff Contact:	AnneMarie Skinner
Department:	City Council	E-Mail:	ASkinner@lincolncity.org
Secondary Dept:		Secondary Contacts:	Daphnee Legarza
Approval:	Daphnee Legarza	Estimated Time:	

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#### Question:

Should the City Council hold a public hearing to receive comments regarding the assumption of the electrical and plumbing program permitting services?

#### Staff Recommendation:

Staff recommends the Council hold the public hearing and receive comments regarding the assumption of the electrical and plumbing program permitting services.

#### Background:

Lincoln City Planning and Community Development has a building division. That building division provides permitting and inspecting services for building/structural and mechanical permits in Lincoln City, including the full permitting process, review of the plans, issuance of the permits, inspections, collection of permit fees, and issuance of certificates of occupancy.

However, Lincoln City's building division does not currently provide permitting services for electrical and plumbing permitting and inspecting. Those services are provided right now by Lincoln County's building division. Lincoln City would like to assume responsibility for both of those programs from Lincoln County and thereby provide full services for the residents of Lincoln City.

OAR 918-020-0095 provides the building program assumption procedures. Assumption of building inspection programs shall be approved only under ORS Chapters 455 and 479 and the rules of OAR 918-020-0095. Municipalities requesting to assume new programs or additional parts of a building program must provide a full-service program as described in ORS Chapter 455. To assume any portion of a program, an assumption plan must be prepared.

The assumption plan must contain a number of items, including informing contractors and others of the change of inspecting jurisdictions, jurisdictional boundaries and requirements for plan review, permits and inspections. For the contractors, this should be a welcome change. Contractors already apply to Lincoln City for structural and mechanical permits and inspections. With this change, they will now also apply to Lincoln City for electrical and plumbing permits and inspections in the same fashion that they use for structural and mechanical permits. The change will eliminate dealing with two different jurisdictions for completion of a construction project and bring it all to Lincoln City.

The following opportunities to offer input and receive information about Lincoln City's assumption of electrical and plumbing permitting services include:

1. The public hearing with City Council at the City Council meeting on July 24, 2023;
2. Another public hearing with City Council at the City Council meeting on January 22, 2024;
3. Regular updates of the status of the program assumption at City Council meetings;
4. Posting information on the city's website about the program assumption; and
5. Notification to contractors via email and/or mail with a timeline of the assumption process and where to obtain additional information.

Regarding the timeline for assumption, the process is lengthy. The application and assumption plan for program assumption will be submitted to the Oregon Building Codes Division in August 2023 to meet the application deadline of October 1, 2023. Upon receipt of the application, the Oregon Building Codes Division shall, by October 15, 2023, notify all persons on the division-maintained interested party mailing list. Any objections to the proposed program assumptions must be received by the division within 30 days of the notice. Lincoln City must confirm its intent to proceed with the assumptions application by January 1, 2024, and provide any final documents requested by the division. By April 1, 2024, the division shall approve or deny the request. If approved, the effective date is July 1, 2024, and the final approved copy of fee schedules must be submitted to the division by September 1, 2024.

**Authority:**

**918-020-0095  
Program Assumption Procedures**

(1) Assumption of building inspection programs shall be approved only under ORS Chapters 455 and 479 and these rules, for municipalities meeting the following minimum standards. Municipalities requesting to

assume new programs or additional parts of a program must provide a full-service program as described in ORS Chapter 455. The municipality shall prepare an assumption plan demonstrating its ability to:

- (a) Administer the program for at least four years;
  - (b) Maintain or improve upon service levels presently provided to the area, including identifying proposed staffing, service contracts and intergovernmental agreements for at least the first two years;
  - (c) Operate a program that is financially feasible for at least two years without unduly increasing short-term and long-term costs of services to the public, in the areas administered by the municipality. Information showing how the program will be financially feasible shall include an estimate of anticipated revenues and expenditures, the assumptions on which the estimates are based, and an explanation of how losses, if any, will be funded; and
  - (d) Transition the program from the previous service provider including developing a method for:
    - (A) Transferring responsibility for existing buildings, open plan reviews, permits and inspections and corresponding revenues for completion of outstanding work;
    - (B) Transferring any pending enforcement actions;
    - (C) Informing contractors and others of the change of inspecting jurisdictions, jurisdictional boundaries and requirements for plan review, permits and inspections; and
    - (D) Transferring any affected employees consistent with ORS 236.605.
  - (e) Appoint or employ a person to serve as the building official pursuant to OAR 918-020-0090(1)(n) and either ORS 455.148(3) or 455.150(3).
- (2) A municipality requesting to administer and enforce a new full-service building inspection program under ORS 455.148, or part of a building inspection program to become full-service under ORS 455.148 and 455.150 shall, by October 1:
- (a) Submit a completed division program administration form, which is available on the division's website, describing the specialty codes the municipality intends to administer effective July 1 of the following year, and provide the following:
    - (A) An assumption plan as required in ORS 455.148 and Section (1) of this rule;
    - (B) An operating plan as described in OAR 918-020-0090;
    - (C) A schedule, including the date, time, place and subject matter, of any proposed meetings of public or advisory bodies, where public comments will be received concerning their proposal to assume a full-service program or part of a program;
    - (D) Evidence of compliance with the notice and consultation requirements of this section; and
    - (E) When a municipality reapplies to assume administration of a program that was previously revoked, the application shall include an explanation of how past deficiencies were corrected and how they will be prevented in the future, and it shall meet the requirements of ORS 455.148 and 455.150 including timelines and full-service coverage.

- (b) Consult with the jurisdiction from whom the program will be assumed, to:
- (A) Notify them of the intent to assume the program;
  - (B) Discuss with them any impacts on their existing program;
  - (C) Attempt to resolve any negative impacts; and
  - (D) Attempt to reach agreement on the method of providing services in the area.
- (3) Upon receipt of an application for program assumption from a municipality, the division shall, by October 15, notify in writing all persons on the division maintained interested party mailing list.
- (4) Objections to proposed program assumptions, including or related to, claims of economic impairment by the division or the municipality potentially losing the program, shall be received within 30 days of notice and shall include:
- (a) An explanation of the objection to the proposed program assumption;
  - (b) Identification of the required program standard that is believed not to be met; and
  - (c) When related to economic impairment, the information provided shall include projected impact on the existing building inspection program revenues, expenses, and staffing levels and the ability to continue carrying out remaining portions of the affected program.
- (5) When reviewing the objections, the division shall consider the criteria established in ORS 455.152 and whether the objections relate to the ability of the municipality to effectively carry out the program and meet the required standards of applicable statutes and rules.
- (6) The municipality requesting administration of a program shall confirm its intent to proceed with its application and submit final information to the division by January 1.
- (7) By April 1 the division shall approve or deny the request. A request may be denied when the municipality failed to meet any of the standards and timelines for assumption set forth in ORS Chapters 455 and 479 and the rules adopted thereunder, or when a claim of economic impairment is not resolved to the satisfaction of the director.
- (8) Municipalities approved to assume programs may do so effective July 1.
- (9) By September 1, the municipality shall submit a final approved copy of all applicable ordinances and fee schedules.

## Council Communication

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### Ordinance 2023--13 Amending Council Rules to specify interval to turn in records

Meeting Date:	July 24, 2023	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	5 minutes

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#### Question(s):

Should the City Council conduct and approve First and Second Reading of Ordinance 2023-13 entitled:

#### ORDINANCE NO. 2023-13

**AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 2.04 (CITY COUNCIL), AMENDING SECTION 2.04.180 (APPENDIX – COUNCIL RULES), NUMBERED PARAGRAPH 14.3 TO FURTHER CLARIFY THE RECORD RETENTION OBLIGATIONS OF COUNCIL MEMBERS**

#### Staff Recommendation:

Staff recommends Council conduct and approve First and Second Reading of Ordinance 2023-13.

#### Authority:

City of Lincoln City Charter, Chapter IX. Section 9.2(1) provides that an ordinance may be enacted at a single meeting of the Council by unanimous vote of all Council members voting when a quorum is present upon being read by title only. Adoption of an ordinance after second reading requires the express concurrence of a majority of the members present. Ordinances may be read by title only, after compliance with Charter procedures. A non-emergency ordinance takes effect on the thirtieth (30th) day after its adoption or on a later day the ordinance prescribes. An ordinance adopted to meet an emergency may take effect as soon as it is adopted or on some other date specified in the ordinance.

**Background:**

This ordinance amends LCMC 2.04.180 (Appendix Council Rules) to clarify an annual requirement to turn in Councilor public records to the City Recorder.

**Financial Impact**

None expected.

**Council Options:**

1. Conduct and approve First Reading. Read changes, if any. Conduct and Approve Second Reading and Adopt the Ordinance.
2. Conduct and approve First Reading. Read changes, if any. Continue Second Reading to August 14, 2023 [or]
3. Continue First Reading to August 14, 2023.

**Potential Motions:**

*City Attorney:* [Conduct First Reading of Ordinance by Title only]

**ORDINANCE NO. 2023-13**

**AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 2.04 (CITY COUNCIL), AMENDING SECTION 2.04.180 (APPENDIX – COUNCIL RULES), NUMBERED PARAGRAPH 14.3 TO FURTHER CLARIFY THE RECORD RETENTION OBLIGATIONS OF COUNCIL MEMBERS**

Motion to approve First Reading of Ordinance 2023-13.

*If unanimous: City Attorney conducts Second Reading*

*City Attorney:* [Conduct Second Reading of Ordinance by Title only]

*Council:*

1. Motion to approve Second Reading and adopt Ordinance 2023-13.

**[or]**

2. Motion to set Second Reading for August 14, 2023.

**Attachments:**

ORD 2023-13 Amending LCMC Ch. 2.04 Council Rules (DOCX)

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**ORDINANCE NO. 2023-13**

**AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 2 (ADMINISTRATION AND PERSONNEL), CHAPTER 2.04 (CITY COUNCIL), AMENDING SECTION 2.04.180 (APPENDIX – COUNCIL RULES), NUMBERED PARAGRAPH 14.3 TO FURTHER CLARIFY THE RECORD RETENTION OBLIGATIONS OF COUNCIL MEMBERS**

*Annotated to show deletions and additions to the code sections being modified. Deletions are **~~bold lined through~~** and additions are **bold underlined**.*

**WHEREAS**, Chapter 2, Section 2.1 and 2.2., of the City of Lincoln City Charter provides:

2.1 Powers of the City  
The city has all powers which the constitutions, statutes and common law of the United States and of this state expressly or impliedly grant or allow municipalities as fully as though this charter specifically enumerated each of those powers.

2.2 Construction of Charter  
In this charter no mention of a particular power shall be construed to be exclusive or to restrict the scope of the powers which the city would have if the particular power were not mentioned. The charter shall be liberally construed to the end that the city may have all powers necessary or convenient for the conduct of its municipal affairs, including all powers that cities may assume pursuant to state laws and to the municipal home rule provisions of the state Constitution; and

**WHEREAS**, the above referenced grant of power has been interpreted as affording all legislative powers home rule constitutional provisions reserved to Oregon Cities. *City of Beaverton v. International Ass'n of Firefighters, Local 1660, Beaverton Shop*, 20 Or. App. 293; 531 P 2d 730, 734 (1975); *LaGrande/Astoria v. PERB*, 281 Or 137, 142 (1978), *aff'd on reh'g* 284 Or 173 (1978); and

**WHEREAS**, the City Council desires to clarify the interval for depositing public records in the possession of Councilors (such as notes and messages about the city's business) with the City Recorder for retention, similar to the annual requirement in LCMC 2.06.075.E.3 for appointive body members;

**THE CITY OF LINCOLN CITY ORDAINS AS FOLLOWS:**

**SECTION 1.** Lincoln City Municipal Code Title 2 (*Administration and Personnel*), Chapter 2.04 (*City Council*), Section 2.04.180 (*Appendix- Council Rules*), Numbered Paragraph 14.3 is amended to read as follows:

1           14.3 Retention. Public records created or received by Council members, including  
 2           electronic communications, shall be retained in accordance with Oregon Public Records  
 3           Law and the rules of the Secretary of State and State Archivist. To this end, Councilors  
 4           shall use only official City email addresses for the conduct of City business. If Councilors  
 5           inadvertently receive electronic communications concerning city business on personal  
 6           electronic communication devices, Councilors shall forward such public records to their  
 7           official email addresses for retention. Councilors shall reply to such messages by  
 8           directing the sender to the official city email address. Similarly, all written public records  
 9           should be in the possession of the City. Councilors shall ~~annually periodically turn into~~  
 10          deposit with the City Recorder any written and electronic records for retention. The  
 11          City Recorder shall establish a schedule for Councilors to turn in public records for  
 12          retention purposes.

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 14          **SECTION 2. Findings Adopted.**

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 16          The findings contained in the Whereas Clauses of this Ordinance, as well as the competent  
 17          substantial evidence in the whole record of this legislative proceeding are incorporated into this  
 18          section by reference as if fully set forth herein, and are adopted in support of this legislative  
 19          action.

20  
 21          **SECTION 3. Severability.**

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 23          The sections, subsections, paragraphs and clauses of this Ordinance are severable. The invalidity  
 24          of one section, subsection, paragraph, or clause shall not affect the validity of the remaining  
 25          sections, subsections, paragraphs and clauses.

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 27          **SECTION 4. Ordinance Effective Date.**

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 29          Pursuant to Chapter IX, Section 9.3, this ordinance takes effect 30 days after the date of its  
 30          adoption.

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 32          **SECTION 5. Codification.**

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 34          Provisions of this Ordinance shall be incorporated in the City of Lincoln City Municipal Code and  
 35          the word "ordinance" may be changed to "code", "article", "section", "chapter" or another word,  
 36          and the sections of this Ordinance may be renumbered, or re-lettered, provided that any  
 37          Whereas clauses and boilerplate provisions (i.e. Sections 2-5) need not be codified and the City  
 38          Recorder is authorized to correct any cross-references and any typographical errors.

39  
 40          The foregoing ordinance was distinctly read by title only in accordance with Chapter IX, Section  
 41          9.2 of the City of Lincoln City Charter on the 24<sup>th</sup> day of July, 2023 (First Reading) and on the 24<sup>th</sup>  
 42          day of July, 2023 (Second Reading).  
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1 PASSED AND ADOPTED by the City Council of the City of Lincoln City this 24<sup>th</sup> day of July, 2023.

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SUSAN WAHLKE, MAYOR

6 ATTEST:

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JAMIE YOUNG, CITY RECORDER

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12 APPROVED AS TO FORM:

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RICHARD APPICELLO, CITY ATTORNEY

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## Council Communication

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### **Ordinance 2023-14 Amends LCMC Chapters 5.16 to clarify applicability**

Meeting Date:	July 24, 2023	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:		Secondary Contacts:	AnneMarie Skinner
Approval:	Daphnee Legarza	Estimated Time:	10 minutes

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#### **Question(s):**

Should the City Council conduct and approve First and Second Reading of Ordinance 2023-14 entitled:

#### **ORDINANCE NO. 2023-14**

**AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 5 (BUSINESS TAXES, LICENSES AND REGULATIONS), CHAPTER 5.16 (SPECIAL EVENTS), AMENDING SECTION 5.16.015 (APPLICABILITY); CLARIFYING A SPECIAL EVENT PERMIT DOES NOT REPLACE A MOBILE FOOD UNIT LICENSE OR A STREET VENDOR CART LICENSE**

#### **Staff Recommendation:**

Staff recommends Council conduct First Reading of Ordinance 2023-14 and, *if unanimous*, Conduct and approve Second Reading. Any changes must be read.

#### **Authority:**

City of Lincoln City Charter, Chapter IX. Section 9.2(1) provides that an ordinance may be enacted at a single meeting of the Council by unanimous vote of all Council members voting when a quorum is present upon being read by title only. Adoption of an ordinance after second reading requires the express concurrence of a majority of the members present. Ordinances may be read by title only, after compliance with Charter procedures. A non-emergency ordinance takes effect on the thirtieth (30th) day after its adoption or on a later day the ordinance prescribes. An ordinance adopted to meet an emergency may take effect as soon as it is adopted or on some other date specified in the ordinance.

#### **Background:**

This ordinance amends Chapter 5.16 (Special Events) to clarify that a mobile food unit license is required to operate in the City and a special event permit does not substitute for such license. Similarly, at least on private property, a street vendor cart license is required to operate a street vendor cart, and a special event permit does not substitute for such license.

**Council Options:**

1. Conduct and approve First Reading. Read changes, if any. Conduct and Approve Second Reading and Adopt the Ordinance.
2. Conduct and approve First Reading. Read changes, if any. Continue Second Reading to August 14, 2023 [or]
3. Continue First Reading to August 14, 2023.

**Potential Motions:**

*City Attorney:* [Conduct First Reading of Ordinance by Title only]

**ORDINANCE NO. 2023-14**

**AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 5 (BUSINESS TAXES, LICENSES AND REGULATIONS), CHAPTER 5.16 (SPECIAL EVENTS), AMENDING SECTION 5.16.015 (APPLICABILITY); CLARIFYING A SPECIAL EVENT PERMIT DOES NOT REPLACE A MOBILE FOOD UNIT LICENSE OR A STREET VENDOR CART LICENSE**

Motion to approve First Reading of Ordinance 2023-14.

*If unanimous: City Attorney conducts Second Reading*

*City Attorney:* [Conduct Second Reading of Ordinance by Title only]

*Council:*

1. Motion to approve Second Reading and adopt Ordinance 2023-14.

**[or]**

2. Motion to set Second Reading for August 14, 2023.

**Attachments:**

Ordinance 2023-14 Amending Special Event ordinance to clarify food carts and mobile food units (DOCX)



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**THE CITY OF LINCOLN CITY ORDAINS AS FOLLOWS:**

**SECTION 1.** Lincoln City Municipal Code Title 5 (*Business Taxes, Licenses and Regulations*), Chapter 5.16 (*Special Events*), Section 5.16.015 (*Applicability*), is hereby amended to read as follows:

**5.16.015 Applicability.**  
This chapter is primarily concerned with activities which use or directly impact public property as well as activities on private property which impact public facilities and services such as streets and public parking. Even when an activity is exempted from permitting under this chapter, the activity remains fully subject to LCMC Title 17 (Zoning) **and all other City ordinances.** No permit under this chapter can authorize use of private property for a use not authorized in the applicable zoning district. An activity conducted on city park or open space property may be exempt from the special event permit requirement of this chapter, but may still require a permit under the provisions of LCMC 12.16.086 (Exclusive Use Permits). **Be advised: A special event permit cannot authorize operation of a Mobile Food Unit in the City. A separate license under Chapter 5.30 is required to operate a mobile food unit on public or private property in the City. Similarly, a special event permit cannot authorize operation of a Street Vendor cart on private property in the City. A separate license under Chapter 5.28 is required to operate a Street Vendor Cart on private property in the City.**

**SECTION 2. Findings Adopted.**

The findings contained in the Whereas Clauses of this ordinance, as well as the competent substantial evidence in the whole record of this legislative proceeding are incorporated into this section by reference as if fully set forth herein, and are adopted in support of this legislative action.

1 **SECTION 3. Severability.**

2  
3 The sections, subsections, paragraphs and clauses of this ordinance are severable. The  
4 invalidity of one section, subsection, paragraph, or clause shall not affect the validity of  
5 the remaining sections, subsections, paragraphs and clauses.  
6

7 **SECTION 4. Ordinance Effective Date.**

8  
9 Pursuant to Chapter IX, Section 9.3, this ordinance takes effect 30 days after the date of  
10 its adoption.  
11

12 **SECTION 5. Codification.**

13  
14 Provisions of this ordinance shall be incorporated in the City of Lincoln City Municipal  
15 Code and the word "ordinance" may be changed to "code", "article", "section", "chapter"  
16 or another word, and the sections of this ordinance may be renumbered, or re-lettered,  
17 provided that any whereas clauses and boilerplate provisions (i.e. Sections 2-5) need  
18 not be codified and the City Recorder is authorized to correct any cross-references and  
19 any typographical errors.  
20

21 The foregoing ordinance was distinctly read by title only in accordance with Chapter IX,  
22 Section 9.2 of the City of Lincoln City Charter on the 24<sup>th</sup> day of July, 2023 (First Reading)  
23 and on the 24<sup>th</sup> day of July 2023 (Second Reading).  
24

25 PASSED AND ADOPTED by the City Council of the City of Lincoln City this 24<sup>th</sup> day of  
26 July, 2023.  
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30 SUSAN WAHLKE, MAYOR  
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34 ATTEST:

APPROVED AS TO FORM:

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38 JAMIE YOUNG, CITY RECORDER

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RICHARD APPICELLO, CITY ATTORNEY

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## Council Communication

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### Resolution 2023-18 Interim Park Designations

Meeting Date:	July 24, 2023	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:	Public Works	Secondary Contacts:	Jeanne Sprague
Approval:	Daphnee Legarza	Estimated Time:	5 Minutes

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#### Question:

Should the City Council approve Resolution 2023-18 establishing lands adjacent to Kids Park and adjacent to Canyon Park as Interim Park lands, subject to regulation under LCMC Chapter 12.16 (Parks Regulations) and LCMC Chapter 10.08 (Traffic Control)?

#### Staff Recommendation:

Staff recommends the Council approve Resolution 2023-18.

#### Authority:

LCMC 12.16 (Park Use Regulations); LCMC Chapter 10.08 (Traffic Control)

#### Background:

City staff would like to extend regulatory authority under Chapter 12.16 and Chapter 10.08 to lands adjacent to Kids Park and Canyon Park. The proposed Interim Park designation has been used twice before (Villages) and (51<sup>st</sup> Street) to extend both park regulations and traffic control authority onto lands adjacent to parks or contemplated for future park use.

The lands adjacent to Kids Park contemplated in this action include a portion of SW Fleet Avenue which is closely associated with the current park use. Designation of the property as interim park (including right-of-way) will allow setting the speed limit at 15 mph as cities may set park speed limits within their jurisdiction. Canyon Park is similarly expanded to incorporate several city owned properties immediately adjacent to the park as well as a portion of SW Coast Avenue. Like Kids Park, the street, which is closely tied to the park use, is in need of a lower speed limit.

The proposed Resolution will cease to be effective after a Plan and Zone change is processed to completion.

**Council Options:**

The City Council may:

Approve the Resolution

Do not approve the Resolution

**Potential Motions:**

I move to approve Resolution 2023-18.

**Attachments:**

Resolution 2023-18 Interim Park (DOC)

Exhibit A Kids Park (PDF)

Exhibit B Canyon park limits (PDF)



3. The regulations contained in Chapter 12.16 (PARK REGULATIONS) and Chapter 10.08 (TRAFFIC CONTROL AUTHORITY), of the Lincoln City Municipal Code, as they may be amended, apply fully to the subject properties.

4. Access to the subject property is without charge for passive recreation uses; all persons enter the property at their own risk.

5. Violation of the provisions of Chapter 12.16 and Chapter 10.08 and this Order shall be enforced by civil penalties as provided in Chapter 12.16.050 Lincoln City Municipal Code.

6. This resolution shall be effective upon adoption.

7. This resolution establishing interim Park use will automatically terminate upon the approval of any plan and zone amendments for the subject properties, unless Council elects to extend or terminate the resolution earlier.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LINCOLN CITY, THIS 24<sup>th</sup> DAY OF JULY 2023.

\_\_\_\_\_  
SUSAN WAHLKE  
MAYOR

ATTEST:

\_\_\_\_\_  
JAMIE YOUNG  
CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
RICHARD APPICELLO  
CITY ATTORNEY



**Proposed Designated Interim City Park "Kids Park"**

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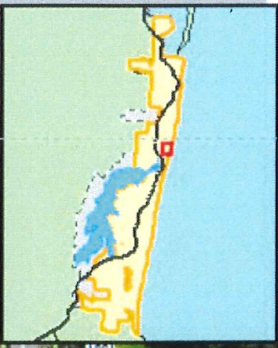




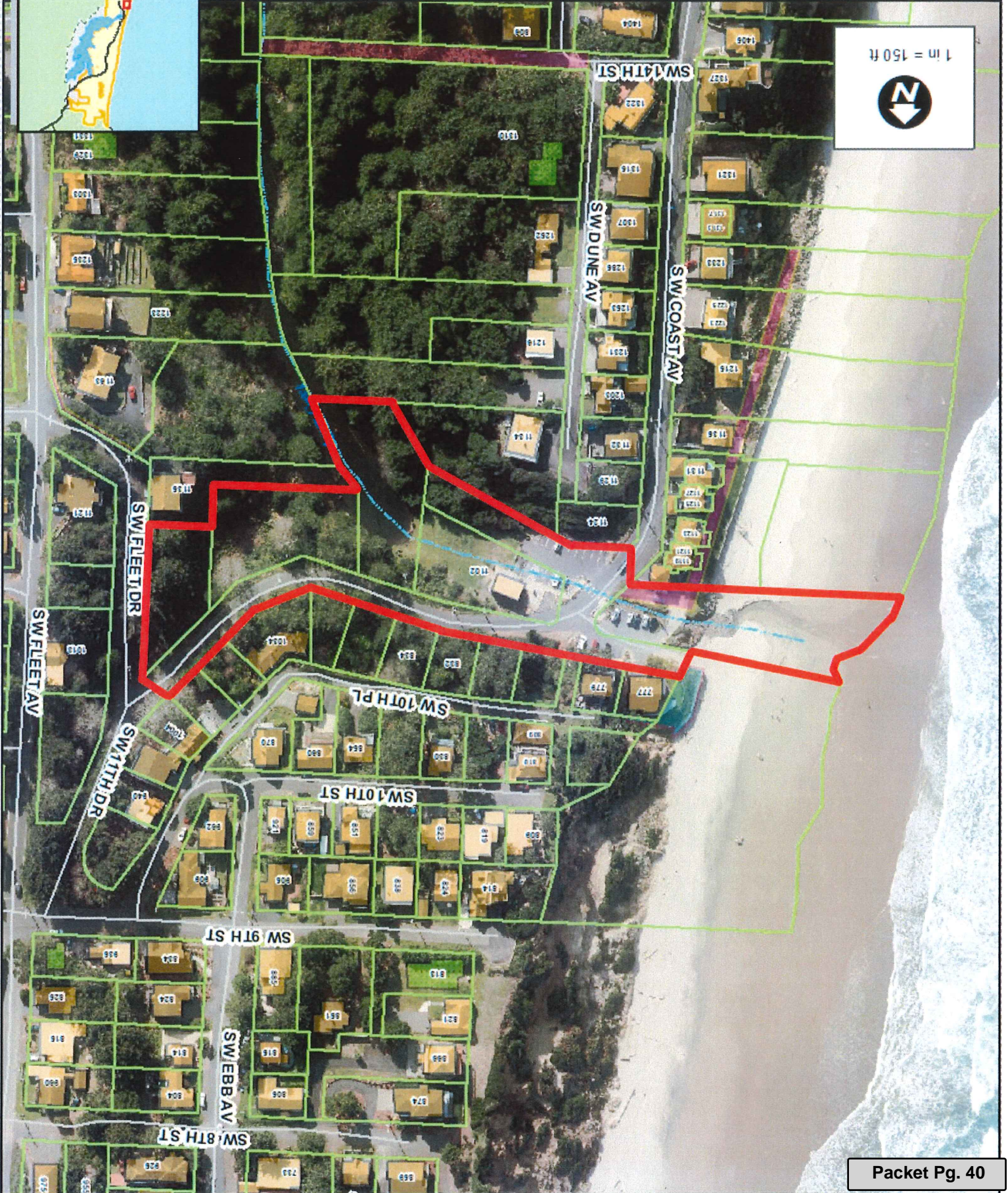
City of Lincoln City government use only. Use for any other purpose is entirely at the risk of the user. This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Date: 7/10/2023

Location



1 in = 150 ft



# Council Communication

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## Resolution 2023--19 Parking and Traffic Control - Park Speed limits

Meeting Date: July 24, 2023	Primary Staff Contact: Richard Appicello
Department: City Attorney	E-Mail: RAppicello@lincolncity.org
Secondary Dept: Public Works	Secondary Contacts: Jeanne Sprague
Approval: Daphnee Legarza	Estimated Time: 5 minutes

---

### Question:

Should the City Council approve Resolution 2023-19 concerning the exercise of parking and traffic control authority (prohibited parking and speed limits) on two Interim Park properties?

### Staff Recommendation:

Staff recommends approval of Resolution 2023-19.

### Authority:

#### 10.08.010 Powers of the city council.

A. Subject to state laws, the city council shall exercise all municipal traffic authority for the city except those powers specifically and expressly delegated by this title or another ordinance.

B. The powers of the council, which may be exercised **by resolution**, include, but are not limited to:

1. Designation of through streets;
2. Designation of one-way streets;
3. Designation of truck routes;
4. Designation of parking meter zones;
5. Designation of certain streets as bridle paths and prohibition of horses and animals on other streets, parks or property;
6. Authorization of greater maximum weights or lengths for vehicles using city streets than specified by state law;
7. Initiation of proceedings to change speed zones;
8. Establishment and revision of speed limits and traffic regulations in parks;
9. Temporary blocking or closing of streets;
10. Establishment of bicycle lanes and paths and traffic controls for such facilities;
11. Restriction of the use of certain streets by any class or kind of vehicle to protect the streets from damage;
12. Authorization of issuance of oversize or overweight vehicle permits;

13. Establishment, maintenance, removal or alteration of the following classes of traffic controls:

- a. Crosswalks, safety zones and traffic lanes,
- b. Intersection channelization and areas where drivers of vehicles shall not make right, left or U-turns, and the time when such prohibitions apply,
- c. Parking, including but not limited to truck parking areas, parking for disabled persons, parking areas and time limitations, including the form of permissible parking (e.g., parallel or diagonal), prohibited parking areas (one or both sides of the street), parking permits and metered parking,
- d. Loading zones and stops for vehicles,
- e. Traffic-control signals.

### **12.16.020 Motor vehicle speed.**

The designated speed for motor vehicles upon the roadways within any park or open space is 10 miles per hour unless otherwise posted. No person shall operate a motor vehicle upon any roadway in a park or open space at a speed greater than permitted by the basic rule as provided in ORS 811.100.

### **Background**

See also Resolution 2023-18.

Pursuant to LCMC 10.08.010 and 12.16.020, the City Council may exercise Traffic and Parking Control authority by Resolution of the Council. The establishment of parking controls, including but not limited to parking areas and time limitations, prohibited parking, parking permits and metered parking is expressly listed as within the authority of the City Council. In addition, Oregon cities have speed limit authority over their own park roads. The City Council has mandated in the Code that the exercise of municipal traffic control and parking authority be based upon engineering and safety considerations, and not on any other basis:

C. Engineering Basis for Decisions. In exercising its municipal traffic authority pursuant to this chapter, the city council or its designee shall be guided by adopted street design and constructions standards, including but not limited to the 2015 Lincoln City Transportation Plan. Where appropriate, variations or alternatives to standard design and constructions standards may be approved in the discretion of the city engineer. Traffic control and parking measures are imposed based on the engineering considerations and public safety such as the adequacy of the right-of-way width and suitable shoulder base, and not on any other basis.

In the past the City Council has regulated parking and traffic control in interim park properties by Resolution (e.g. Villages). The City Engineer has identified Kids Park in Cutler City and Canyon Park in Nelscott as needing more effective traffic and parking control. The Engineer finds and determines, that as regards the Interim Park properties specified in Resolution 2023-18, that there is inadequate street width to permit on-street parking on SW Coast Avenue within the interim park boundary and that for safety of children utilizing the Kids Park, shall not be permitted on either side of the street within the interim park boundary. The City Engineer recommends an exercise in Parking and Traffic Control authority by the City Council to prohibit on-street parking as noted above within the interim park boundaries.

Further, and notwithstanding LCMC 12.16.020, the City Engineer recommends a speed limit of 15 mph for both street segments falling within the Interim Park boundaries as depicted in Exhibits A and B to this Resolution.

Based on the engineering review, the City Council finds and determines that there exists an engineering basis for an exercise of municipal parking and traffic control authority, specifically to prohibit on-street parking on SW Coast and SW Fleet within the interim park boundaries and to set the speed limit at 15 mph within such interim park areas.

### **Council Options:**

The City Council may:  
 Approve the Resolution  
 Do not approve the Resolution

### **Potential Motions:**

I move to approve Resolution 2023-19.

### **Attachments:**

Resolution 2023-19 Speed and parking 2 Interim Parks (DOC)  
 Exhibit A Kids Park (PDF)  
 Exhibit B Canyon park limits (PDF)

**RESOLUTION NO. 2023-19**

**A RESOLUTION OF THE CITY OF LINCOLN CITY ESTABLISHING PARKING AND TRAFFIC CONTROL (PARKING AND SPEED) MEASURES FOR TWO INTERIM PARK PROPERTIES: KIDS PARK AND CANYON PARK**

**RECITALS**

Pursuant to LCMC 10.08.010, the City Council may exercise Traffic and Parking Control authority by Resolution of the Council; and

The establishment of parking controls, including but not limited to parking areas and time limitations, prohibited parking, parking permits and metered parking is expressly listed as within the authority of the City Council; and

Pursuant to Oregon Statutes, the City Council may also set speed limits in City parks, including interim parks; and

The City Council has mandated in the code that the exercise of municipal traffic control and parking authority be based upon engineering considerations, and not on any other basis; and

The City Engineer finds and determines that there is inadequate street width to permit on-street parking within the interim park limits designated on SW Coast and SW Fleet Avenue. The City Engineer recommends an exercise in Parking and Traffic Control authority by the City Council to prohibit on-street parking on both sides of the street on SW Coast and on SW Fleet within the park boundaries as set forth in Resolution 2023-18. In addition, notwithstanding LCMC 12.16.020, the speed limit within these interim parks will be 15 mph.

Based on the engineering review, the City Council finds and determines that there exists an engineering basis for an exercise of municipal parking and traffic control authority, specifically to prohibit on-street parking on SW Coast and SW Fleet within the interim park boundaries and to set the speed limit at 15 mph within these interim park areas.

1 **NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF**  
2 **LINCOLN CITY, AS FOLLOWS:**

3  
4 **SECTION 1. RECITALS.**

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6 The above recitals are true and correct and are incorporated herein by this  
7 reference.

8  
9 **SECTION 2 . IMPOSING TRAFFIC (SPEED) CONTROL.**

10 Notwithstanding LCMC 12.16.020, effective upon posting of Park speed limit  
11 signage by the City Public Works Department, the requested exercise of parking and  
12 traffic control authority is hereby approved, specifically the speed limit within the  
13 Interim Park designated areas on SW Coast (for Canyon Park) and SW Fleet (For Kids  
14 Park) shall be 15 mph as reflected in the attach Exhibits A and B.

15  
16 **SECTION 3 . IMPOSING TRAFFIC (PARKING) CONTROL.**

17 Effective upon posting of no parking signage by the City Public Works Department,  
18 the requested exercise of parking and traffic control authority is hereby approved,  
19 specifically on-street parking is prohibited on both sides of the street on SW Coast  
20 (for Canyon Park) and on SW Fleet (for Kids Park) within the Interim Park designated  
21 areas as reflected in the attach Exhibits A and B.

22  
23 **SECTION 3. POSTING OF SIGNAGE & NOTICE TO ENFORCEMENT OFFICERS.**

24  
25 The Public Works Department is directed to erect no parking and park speed limit  
26 signs in the appropriate locations and City police and code enforcement officers are  
27 to be advised of the new parking restrictions by City Administration.

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29 **SECTION 4 . EFFECTIVE DATE.** This Resolution is effective as of the date of its  
30 adoption.

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1 **PASSED AND APPROVED** by the City Council of the City of Lincoln City, Oregon, this  
2 24<sup>th</sup> day of July, 2023.

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5 SUSAN WAHLKE, MAYOR

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7 ATTEST:  
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9 \_\_\_\_\_  
10 JAMIE YOUNG, CITY RECORDER

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12 APPROVED AS TO FORM:  
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16 RICHARD APPICELLO, CITY ATTORNEY



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SW FLEET AV

6711

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1025

1037

SW 68TH ST



1 in = 28 ft



**Proposed Designated Interim City Park "Kids Park"**

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Date: 7/10/2023

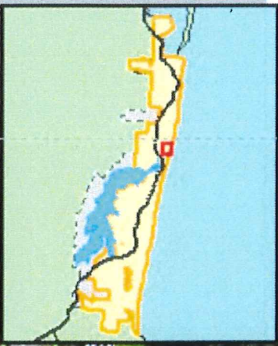


# Proposed Designated Interim City Park "Canyon Park"

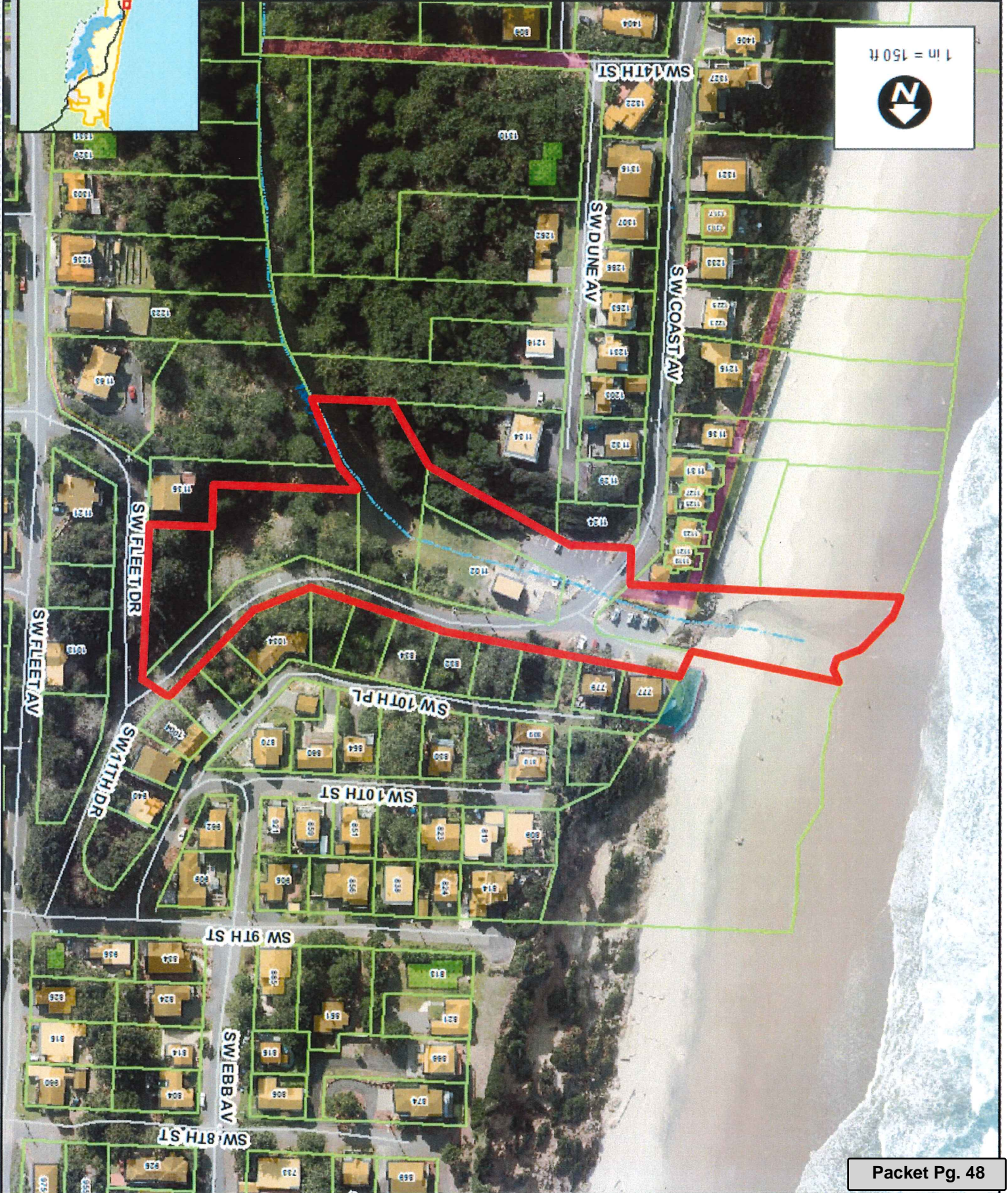
City of Lincoln City government use only. Use for any other purpose is entirely at the risk of the user. This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Date: 7/10/2023

Location



1 in = 150 ft



## Council Communication

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### Resolution 2023-20 DLCD Grant Application

Meeting Date:	July 24, 2023	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:	Planning Department	Secondary Contacts:	AnneMarie Skinner
Approval:	Daphnee Legarza	Estimated Time:	

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#### Question:

Should the City Council approve Resolution 2023-20 entitled:

#### **RESOLUTION NO. 2023-20**

#### **A RESOLUTION OF THE CITY OF LINCOLN CITY APPROVING SUBMITTAL OF A DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT HOUSING PLANNING ASSISTANCE GRANT APPLICATION**

#### Staff Recommendation:

Staff recommends approval of Resolution 2023-20.

#### Background:

Lincoln City is required to produce a Housing Production Strategy in 2025.

The Oregon Department of Land Conservation and Development (DLCD) provides resources to Oregon communities to prepare and update local land use plans and implementing ordinances to respond to growth management and resource protection issues and changes in state agency programs and requirements.

Funding was allocated by the Oregon Legislature during the 2023 Session to assist local governments in critical housing planning work, including required housing production strategies under Goal 10. DLCD is appropriated these funds until the end of the 2023-25 biennium. [see attached materials]

Lincoln City is required to produce a housing production strategy in 2025. Obtaining this grant will provide the necessary resources, along with staff time, to prepare the required document.

The application instructions for the grant include the following task:

Include a resolution or letter from the governing body of the city or county demonstrating support for the project. The application must include a resolution or letter from the governing body of the city or county demonstrating support for the project.

Staff requests permission to apply for the above-referenced grant.

**Council Options:**

Approve the Resolution.

Do not approve the Resolution.

Continue the matter and request additional information.

**Potential Motions:**

Move to approve Resolution 2023-20.

Move to reject the proposed Resolution.

**Attachments:**

Resolution 2023-20 HPS grant (DOC)

2023-25\_DLCD\_Housing\_PA\_Grant\_Packet (PDF)

**RESOLUTION NO. 2023-20**

**A RESOLUTION OF THE CITY OF LINCOLN CITY  
APPROVING SUBMITTAL OF A DEPARTMENT OF LAND CONSERVATION AND  
DEVELOPMENT HOUSING PLANNING ASSISTANCE GRANT APPLICATION**

**RECITALS**

The City of Lincoln City must produce a Housing Production Strategy in 2025; and

The Oregon Department of Land Conservation and Development has available grant funds from the 2023 legislative session which can assist local governments in completing critical housing planning work, including required housing production strategies; and

The grant application requires a Resolution or letter from the governing body of the city demonstrating support for the project (Housing Production Strategy); and

The City Manager has the legal authority to enter into a grant agreement with DLCD; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINCOLN CITY, AS FOLLOWS:**

**SECTION 1. RECITALS.**

The above recitals, are true and correct and are incorporated herein by this reference.

**SECTION 2. SUPPORT FOR THE PROJECT**

The City Council supports the creation of a Housing Production Strategy and further supports staff's interest in applying for grant opportunities to facilitate the work; and

**SECTION 3. SUBMITTAL OF APPLICATION.**

The City Council authorizes submittal of the grant application to DLCD to support development of a Housing production Strategy; and

**SECTION 4. EFFECTIVE DATE.** This Resolution is effective as of the date of its adoption.

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1 **PASSED AND APPROVED** by the City Council of the City of Lincoln City, Oregon, this 24<sup>th</sup>  
2 day of July, 2023.

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5 SUSAN WAHLKE, MAYOR

6  
7 ATTEST:

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10 \_\_\_\_\_  
11 JAMIE YOUNG, CITY RECORDER

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13 APPROVED AS TO FORM:  
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17 RICHARD APPICELLO, CITY ATTORNEY

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# Department of Land Conservation and Development



## Application for Housing Planning Assistance Grants & Consultant Support

### 2023-2025

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#### *Contents*

Program Description	1
Who Can Apply	1
Grant Program Contact	2
Eligible Projects and Evaluation Criteria	2
Review Process	5
Eligible Costs	5
Application Instructions	6
Application	attached

## PLANNING ASSISTANCE

### PROGRAM DESCRIPTION

The Department of Land Conservation and Development (DLCD) provides resources to help Oregon communities prepare and update local land use plans and implementing ordinances to respond to growth management and resource protection issues and changes in state agency programs and requirements.

By the end of the 2023 legislative session, DLCD anticipates the Oregon Legislature to appropriate funds to DLCD for the purpose of providing planning assistance to local governments to:

- 1) Develop, adopt, and implement plans needed to support housing production, affordability, and choice, including housing capacity analyses (HCA) and housing production strategies (HPS) under Goal 10.

*Please note: DLCD does not recommend commencing a housing capacity analysis in the 2023-25 biennium as administrative rules will be updated by January 1, 2025, consistent with [House Bill 2001 \(2023 Session\)](#). If your city has an upcoming HCA deadline, please contact the housing team.*

- 2) Develop, adopt, and implement urbanization and public facilities plans to support development readiness or amend an Urban Growth Boundary where a need is identified.
- 3) Update local development codes and comprehensive plans to comply with applicable state housing statutes and reduce regulatory barriers to housing production.

DLCD is appropriated these funds until the end of the 2023-25 biennium (June 30, 2025), at which point unspent funds are reverted to the General Fund. To provide as much time as practicable to support project timelines, DLCD is beginning the application process before the beginning of the 2023-25 biennium to provide jurisdictions as much time as possible to complete this work.

**Please note that, at the time of publication of these application materials, the Legislature has not yet approved funding for certain kinds of housing planning assistance. As such, while DLCD can confirm some funding availability, the full scope and amount of funding availability is tentative at this time.**

The deadline for all housing planning applications is **July 31, 2023**.

### WHO CAN APPLY

Planning Assistance applications will be accepted from the following applicant types. For applicants requesting multiple services, please submit a separate application form for each project.

### Cities and Counties

- Any city or county with an applicable statutory requirement related to housing, including:
  - Goal 10 planning (housing capacity analysis and housing production strategy) for cities above 10,000 population
  - Goal 14 planning (UGB amendments, land exchanges, and urban/rural reserves) where a need has been identified
  - Middle housing requirements under ORS 197.758
  - Other housing-related statutory requirements, such as accessory dwelling units, manufactured/prefabricated homes, and clear and objective standards.
- A city or county optionally seeking to facilitate housing production, affordability, and choice within their community.

*Note: A third party may apply on behalf of a city or county. Grant or consultant support awarded to a city or county will be contingent on the ability of the city or county to manage and participate in a project.*

### Regional Entities

- Counties, regional governments, or councils of government seeking to pursue a regionally-based project or support one or more cities or counties with a housing-related project or projects.

## GRANT PROGRAM CONTACTS

DLCD staff are available to answer your questions regarding application requirements and status. **The first point of contact is the regional representative for your jurisdiction.** You can find the regional representative assigned to your jurisdiction or region at <https://www.oregon.gov/lcd/CPU/Pages/Regional-Representatives.aspx>.

If you cannot contact your regional representative, please contact:

For housing-related questions, please contact the housing team:  
[Housing.dlcd@dlcd.oregon.gov](mailto:Housing.dlcd@dlcd.oregon.gov)

For grant- or application-related questions:  
Angela Williamson, Grants and Periodic Review Administrative Specialist  
[DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov) or (971) 239-2901

## ELIGIBLE PROJECTS AND EVALUATION CRITERIA

Planning Assistance is used to help complete projects necessary for local governments to achieve the following priorities:

### Project Evaluation Criteria and Priorities

1. The project fulfills a housing-related statutory obligation.
2. The project facilitates housing production, affordability, and choice where it is needed most.
3. The project emphasizes fair and equitable housing outcomes.

The Planning Assistance evaluation review criteria, explained in sections 1 through 5 below, address program priorities, considerations to ensure appropriate use of funds, and other program objectives. Please address these, as applicable, in your application attachment.

Projects are not expected to satisfy non-mandatory criteria, but those that rate well under one or more of them will have an improved likelihood of receiving grant or consultant support.

## 1. Project Objectives

The *project objectives* are clearly stated; address the problem, need, opportunity, and issues; are defined in a manner consistent with the statewide planning goals; and directly relate to a clear statement of expected outcomes. The project objectives need to be reasonably achievable.

## 2. Program Priorities

The project addresses the *program priorities* as follows:

### **1. The project fulfills a housing-related statutory obligation.**

First priority for grant and consultant support will be for projects fulfilling a housing-related statutory obligation, including the on-going implementation of Goal 10 and related provisions. Funding will be awarded in consideration of statutory applicability, deadlines, and local capacity to fulfill statutory requirements. Examples of projects include, but are not limited to projects in which a local government is required to:

- Develop a housing capacity analysis in accordance with ORS 197.296 or ORS 197.297 and OAR chapter 660, divisions 7 and 8.  
*Please note: DLCD recommends against a city commencing a housing capacity analysis in the 2023-25 biennium as administrative rules will be updated by January 1, 2025, consistent with House Bill 2001 (2023 Session). If your city has an upcoming HCA deadline, please contact the housing team.*
- Adopt a housing production strategy in accordance with ORS 197.290 and OAR chapter 660, division 8.
- Adopt a housing coordination strategy in accordance with House Bill 2001 (2023 Session).
- Amend local development codes to comply with the provisions of ORS 197.758 allowing middle housing.
- Amend local development codes to comply with other housing-related statutory requirements, including:
  - ORS 197.307 – clear & objective requirements
  - ORS 197.312 – accessory dwellings
  - ORS 197.314 – manufactured/prefabricated housing
  - Other housing-related statutory requirements
- Amend an Urban Growth Boundary when a housing need is identified in a housing capacity analysis.

## **2. The project facilitates housing production, affordability, and choice where it is needed most.**

Additional prioritization will be given to projects that substantially encourage housing production, affordability, and choice, especially in communities facing severe disparities in cost burden and other housing outcomes. This includes prioritization for smaller, capacity-constrained jurisdictions seeking to support housing production. Examples of potential projects include, but are not limited to:

- Any project included in criterion #1 that is not statutorily required.
- Develop or adopt a plan or action that facilitates housing production, affordability, and choice, such as a code audit/amendment, local affordable housing funding strategy, or local program related to housing.
- The adoption of urban reserves to facilitate future Urban Growth Boundary amendments where a need is identified.
- Facilitate an Urban Growth Boundary land exchange to bring land into the UGB that is more likely to support the development of needed housing.
- Adopt or amend a concept area & development readiness plan that enables and facilitates housing production in an identified area within an Urban Growth Boundary.

## **3. The project emphasizes fair and equitable housing outcomes.**

Additional prioritization will be given to projects that emphasize equitable outcomes & engagement and affirmatively further fair housing, which means:

“meaningful actions that, when taken together, address significant disparities in housing needs and access to opportunity and replace segregated living patterns with truly integrated and balanced living patterns to transform racially and ethnically concentrated areas of poverty into areas of opportunity and foster and maintain compliance with civil rights and fair housing laws.”

### **3. Project Description**

The *approach, budget (if requesting a direct grant), products, and timing* are defined for every task and are reasonable considering the benefits of the project and the work proposed is reasonably likely to achieve the project objectives.

A sample work program is provided as a template that jurisdictions may use for this purpose. If an applicant expects the project to look substantially similar to the template, they do not need to submit a separate project scope. However, if the applicant expects the project to include significant differences from the provided templates, they must submit a project scope thoroughly tailored to the expected work for the project (see the attached application for detail on what to include).

Priority will be given to proposals that provide detailed project descriptions with well-defined tasks, products, and timelines.

#### 4. Grantee Capacity

The application and past performance on grant-funded projects (where applicable) demonstrate that there is *adequate local capability* to successfully manage the project. Past performance on grant-funded projects will affect the prioritization of submitted proposals.

#### 5. Leverage

The applicant demonstrates commitment to the project through contribution of *matching contributions*. Matching funds are *not mandatory* for an application to be successful, but a demonstration of local commitment can tip the balance in favor of some proposals. Matching funds do not need to be from the applicant's budget – they could come from another state agency, a federal agency, or a foundation. In-kind and other non-cash match are also considered, such as staff time dedicated to a project.

### **REVIEW PROCESS**

Applications will be reviewed considering the evaluation criteria explained above. The department will award those applications that best satisfy these criteria.

The department will notify applicants of award decisions at the earliest time possible. To start projects as soon as possible, DLCD is aiming to notify applicants of award decisions within 30 days, but this is subject to change. Unsuccessful applications may be reconsidered if additional assistance becomes available.

Once awards are determined, the DLCD grant manager will work closely with the grantee to complete the scope of work and execute a grant agreement. Again, this will be completed at the earliest time possible; it usually takes 60 to 90 days after the award to complete a grant agreement and several months to execute a contract with a DLCD-provided consultant. DLCD staff aims to **execute grant agreements by approximately November 1, 2023 and consultant contracts by January 1, 2024**. This process can take longer depending on the complexity of the scope of work.

### **ELIGIBLE COSTS**

Grant funds may be expended only for direct project-related costs associated with the funded project. Eligible costs include salary of staff assigned to the project, consultant fees, postage, supplies, and printing. Equipment purchases and indirect costs, including general administrative overhead and software costs, are not eligible.

**Costs incurred prior to signing a grant agreement are not eligible project costs.** This includes costs of preparing the grant application, preparing a statement of work for the grant agreement, and any other work completed before grant agreement execution.

Grant funds are provided on a reimbursement basis for products in accordance with the reimbursement schedule specified in the grant agreement.

## APPLICATION INSTRUCTIONS

**1. Complete the grant application.** Be specific and thorough in describing all proposed grant products as described in the application form. Submit application materials **by July 31, 2023** to:

By e-mail to: [DLCD.GFGrant@dlcd.oregon.gov](mailto:DLCD.GFGrant@dlcd.oregon.gov)

*Please note that we will not be accepting applications by mail. If your jurisdiction requires special accommodations, please reach out to a Grant Program Contact as soon as possible.*

**2. Include a resolution or letter from the governing body of the city or county demonstrating support for the project.** The application must include a resolution or letter from the governing body of the city or county demonstrating support for the project. If the applicant is a regional entity proposing a joint project including multiple local governments, a letter from the local government governing body or administrator with authorization to execute intergovernmental agreements supporting the application may be included in lieu of a resolution. The letter of support may be received by DLCD after the application submittal deadline, but it must be received before planning assistance is awarded.

3. DLCD will confirm receipt of applications by e-mail, review applications promptly, contact applicants if additional information is needed to complete review, and notify applicants of our decision.

### Important Planning Assistance Dates

Date	Planning Assistance Milestone
June 1, 2023	Application period opens; materials distributed
June 5, 2023   10:30a – 12p	Open Forum for follow-up question & answer <a href="#">Zoom link</a>   Meeting ID: 265 799 1542   Passcode: 664570
July 31, 2023	Application period closes; materials submittal deadline
September 1, 2023	Anticipated funding decision; award notices sent
October – November 2023	Direct grant agreements anticipated execution
November – December 2023	Consultant contract anticipated execution
May 31, 2025	Project completion deadline

# Council Communication

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## Local Program Support Grant Update & Request: SBDC (Small Business Development Center)

Meeting Date: July 24, 2023                      Primary Staff Contact: Alison Robertson  
 Department: Economic Development            E-Mail: alisonr@lincolncity.org  
 Secondary Dept:                                      Secondary Contacts:  
 Approval: Daphnee Legarza                      Estimated Time: 15 Min

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### Question

Should the City Council approve a \$25,000 grant to the Small Business Development Center to support local economic development activities?

### Background

In February 2013 the City's Urban Renewal Agency approved the Local Program Support Grant as part of the Agency's Economic Development Toolbox. In January 2020 the City approved the same tool to be made available (as funding permits) to those located within City limits, rather than those only located within the Year 2000 Development (Urban Renewal) Plan District/Area, which went away in 2021.

The goal of this program is to provide an annual financial assistance program for local organizations involved in Economic Development activities that support City goals and provide services to businesses within City limits.

Similar to the URA tool, the program provides grants up to \$10,000, which are subject to availability. Multiple grants to one organization, for different economic development programs are available, so long as the total amount does not exceed \$25,000 in any one year.

Eligible activities can include, but not be limited to, scholarships for training courses, tuition for Small Business Management Program, technical assistance programs, networking programs. Activities must serve businesses located within the City.

In March 2013, the Urban Renewal Agency approved the first grant request to Oregon Coast Community College's (OCCC) Small Business Development Center (SBDC). SBDC grants made by the Agency have included:

- FY 13-14: \$16,900 approved (\$12,489 was issued; \$4,211 was not spent)
- FY 14-15: \$19,000 approved (\$15,503 issued; \$3,497 was not spent)
- FY 15-16: \$19,800 approved (\$12,922 issued; \$6,878 was not spent)
- FY 16-17: \$19,800 approved (\$13,424 issued; \$6,576 was not spent)
- FY 17-18: \$20,000 approved (\$15,355 issued; \$4,645 was not spent)
- FY 18-19: \$20,000 approved (\$7,880 issued; \$12,120 was not spent)
- FY 19-20: \$20,000 approved (\$6,116 issued; \$13,884 was not spent)

### Urban Renewal Agency cumulative 7- year investment:

\$135,500 approved; **\$83,689 issued**; \$51,811 was not spent

Grants made by the **City's Ec Dev Toolbox** have included:

- FY 20-21 (COVID & 1<sup>st</sup> Year of City Ec Dev Toolbox):  
\$24,990 approved (\$21,475 issued; \$3,425 was not spent)
- FY 21-22  
\$20,000 approved (\$6,400 issued; \$13,600 was not spent)
- FY 22-23  
\$24,900 approved (\$16,922 issued; \$7,978 was not spent)

**Grant Update for 2022-23 Academic Year:**

The Small Business Development Center (SBDC) Director, Greg Price, will present their annual report on their FY 2022-23 grant funded through the Local Program Support Grant in the City's Economic Development Toolbox.

Please see the attached information/presentation from the SBDC.

**Grant Request for 2023-24 Academic Year:**

**For this year the SBDC has applied to the City for \$25,000 with 3 proposed projects to receive grant funds for businesses located within the City.** The applications in brief include:

- Proposed Project #1 – Small Business Management (SBM) Program Scholarship  
\$9,000 Requested (total project costs exclusively for Lincoln City \$18,000)

Would provide businesses with scholarship for one-year program (3 terms per academic year) for in-depth business instruction and one-on-one, monthly counseling. Students may be asked to pay \$50 facilities fees per term.

- Proposed Project #2 – Youth Entrepreneurship Program  
\$4,000 Requested (total project cost for Lincoln County \$12,000; other funders will provide remaining \$8,000)

Engages the next generation of coastal entrepreneurs through a comprehensive course offering and support. With the Youth Entrepreneurship Program, students grow their mindsets and skills as they apply their passions and strengths to creatively solve business challenges. Youth design their solutions through the design thinking process, carry out market research, create a sustainable business model, and present their idea in a culminating pitch presentation.

- Proposed Project #3 – Restaurant Small Business Management (RSBM) Program Scholarship  
\$12,000 Requested (total project cost for Lincoln County \$28,000)

This program will have the classic SBM structure: a three-hour class, 9 am to noon, held once a month, for ten months, both in-person and via Zoom. In-person classes will be held in Lincoln City. The Restaurant Small Business Management Program is entirely new for the 2023-24 year. It features Oregon experts with deep roots in the restaurant industry. The program has been engineered from the ground up to deliver relevant, robust content specifically to Lincoln County restaurateurs. Nine powerful workshops, plus monthly one-on-one advising sessions – all geared to make your operation as successful as possible, and to make your work more enjoyable and rewarding. ///// The Program will include expert speakers from across the country as well as locally covering all topics of restaurant ownership and management. Adding to that, students will be part of a strong local cohort that will allow for peer sharing and learning while working directly on individual business development. ///// The funding request is for content and curriculum development, instructional time and delivery, advising hours, and cost and travel expenses for industry experts and guest speakers.

For all programs, the SBDC tracks feedback from client business students and can make copies available to gauge program effectiveness as needed.

SBDC total request is for \$25,000 to fund a portion of 3 separate programs. Staff believes this is a good leverage of funding for city benefit. If City Council is willing, staff requests that SBDC be funded for their total request, with removal of individual program limits of \$10,000 each, so that funds can be more flexibly applied between the 3 specified programs, yet the total remains under the \$25,000 amount. This would help funding for which of the 3 programs have the most demand over the academic year.

It is possible that the City gets other applications for FY 2023-24 grant funds. In addition to this request, the Economic Development Alliance of Lincoln County (EDALC) is also requesting funds. Staff have not received any other direct inquiries from potential applicants at this time. No further budget has been allocated beyond \$50,000 for this fiscal year.

### **Need**

Providing scholarship funding supports the programs and encourages participation by our local business owners and employees making these opportunities available in Lincoln City. City Ec Dev staff do not have the capacity (time nor expertise) to make these services available otherwise.

### **Alternatives Considered**

Create similar class offerings

Contract with business evaluation professional for individualized services

### **Associated Costs**

Total Request: \$25,000

No other associated costs are anticipated for the City.

### **Budget**

\$50,000 has been allocated in City Economic Development Grants for the FY 2023-24.

### **Possible Motion**

Staff recommends the following motion:

Approval of the City's Local Program Support City Grant request to the Small Business Development Center at the Oregon Coast Community College in the amount of \$25,000 to be applied flexibly between any of the three program requests presented.

Alternative Motions:

Motion to approve an alternative amount of funding.

Do not make a motion approving grant funding for the Small Business Development Center.

### **Attachments:**

SBDC Lincoln City Report & Request July 2023 (PDF)



OREGON COAST  
COMMUNITY COLLEGE

# SBDC UPDATE & GRANT REPORT

Summer 2023



# LINCOLN CITY SUPPORT

For the year ended June '23, the City had approved grants totaling \$24,900 over three projects:

**SBM:** \$9900

**LATINO BUSINESS OUTREACH:** \$10,000

**BUSINESS ADVISING:** \$5,000



The **Advising** support was crucial in ensuring no one in Lincoln City seeking business assistance was turned away for lack of resource. Ultimately, we spent down 69% of the approved funding. Compared to the crisis-mode of the COVID era, a relatively booming economy has a naturally inverse relationship with, and impact on, demand for advising. All things considered, we'll happily accept the improving economy.

The **SBM** funding was also crucial, allowing five Lincoln City businesses to participate in a successful new iteration of this venerable business training program.

The SBDC's 'conexion' with **Conexion Fenix** continues to be a valuable conduit to Latino business owners. Borne of the Echo Mt. Fires, the nonprofit remains a powerful partner in this ongoing work.



# SBDC LOCAL IMPACT

2022

**jobs  
created &  
retained:  
34**

**capital  
infusion:  
\$691,500**

**businesses  
started:  
5**

# SMALL BUSINESS MANAGEMENT

"Highly recommended for any small business – no matter how advanced. Opens up so many avenues and new ideas."

**T.M., 2022-23 Graduate**



# WHAT'S AHEAD:

- 14-Week childcare business acceleration training
- Revamped 2023-24 SBM
- Restaurant-SBM
- Youth Entrepreneurship training program
- New business training course
- Quickbooks, Excel, Disaster Planning and Recovery, Ai for Small Businesses, Sustainable Business Growth, Digital Marketing and Branding, succession planning, plus more
- Reintroducing CCB training and testing
- Spanish training program expansion

**STEP UP  
TO THE  
PLATE.**

AMERICA'S  
**SBDC**  
OREGON

join the  
oregon coast  
small business  
management program for  
**RESTAURANTS**

[oregoncoast.edu/restaurant-sbm](http://oregoncoast.edu/restaurant-sbm)

# SBDC WORKSHOPS

fall 2023

- 01 CCB License Prep & Exam

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- 02 Lincoln County Childcare Accelerator

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- 03 Design Fundamentals with Canva

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- 04 TikTok Users' Workshop & Roundtable

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- 05 SBM & SBM For RESTAURANTS  
...plus 10 MORE new workshops!



# BUILDING A NEW TEAM



- Hiring full-time Advisor/SBM coordinator
- Hiring additional part-time advisors
- Bringing in new Capital Access Team Resources
- Providing advising and support in Spanish

# LINCOLN CITY SUPPORT REQUEST

For the 2023–24 academic year ending June '24, the SBDC respectfully requests funding for three projects.

Through these innovative programs, we'll expand the growth potential of the dining/hospitality sector in Lincoln City in unprecedented ways, while engaging the next generation of coastal entrepreneurs, and while continuing to make the coast's leading business training program accessible to all Lincoln City businesses.

**SBM: \$9,000**

**Youth Entrepreneurship Program: \$4,000**

**Restaurant Small Business Management: \$12,000**





OREGON COAST  
COMMUNITY COLLEGE

# QUESTIONS?

thank you!



## Council Communication

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### Partnership with Economic Development Alliance of Lincoln County (EDALC)

Meeting Date:	July 24, 2023	Primary Staff Contact:	Alison Robertson
Department:	Urban Renewal	E-Mail:	alisonr@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Daphnee Legarza	Estimated Time:	15 Min

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#### Question:

Should the City Council approve a \$20,000 grant, through the City's Local Program Support Grant, to the Economic Development Alliance of Lincoln County to support regional economic development activities?

#### Staff recommendation:

Staff recommends approving a \$20,000 grant to EDALC to support regional economic development activities for the FY23-24.

#### Background

The Economic Development Alliance of Lincoln County (EDALC) is an independent Oregon 501(c)(6) nonprofit economic development organization that has served Lincoln County for over 28 years. EDALC's board of directors and staff members work every day to attract, support and grow businesses in Lincoln County to ensure community-wide economic well-being and an improved quality of life. EDALC is funded by local governmental units, the business community and grant dollars.

EDALC is led by Executive Director Paul Schuytema who has over 14 years of rural economic development experience. Paul is supported by a Project Manager with a specialization in economic data analysis (Sarah Buddingh) and a driven and active Community Connector (Leslie Palotas). EDALC is recognized as the official Economic Development Organization (EDO) for Lincoln County by the Governor's office, Business Oregon, the Cascades West Economic Development District (EDALC serves as the vice-chair for the CWEDD), and the Oregon Economic Development Association.

EDALC is a strong partner with the City and offers Economic Development support to the community. Services include:

- Continued management and marketing of the Lincoln County Enterprise Zone

- Entry and management of commercial properties for sale/redevelopment in Oregon Prospector (State Software)
- Host entrepreneurial networking events in Lincoln City
- Keeping the City informed on Broadband initiatives
- Creative economy sector support through our ROI (Rural Opportunities Initiative) grant-funded projects
- Engage Lincoln City (and relevant Lincoln City businesses) in our Blue Sector work
- Planned and presented an annual county-wide economic summit (September 2022)
- Continued management of Lincoln County's Community and Economic Development grant program

### **Need**

EDALC relies on a variety of funding sources to support their regional Economic Development work. In FY19-20, the county discontinued their financial support of EDALC (reinstated at a much lower level for FY22-23). The reasons: perceived lack of results (which directly lead to the hiring of the current Executive Director), desire to allocate funds elsewhere (housing development, etc.) and not wanting to be the sole funder of county-wide economic development - they wanted municipalities to share the financial burden. EDALC strongly supports this approach to partnership funding and had been working to develop a long-term shared funding strategy since hiring their current director.

EDALC currently receives operational funding from local governmental units, educational institutions, grant funds and the support of our local business community. For the FY22-23, in addition to Lincoln City their funding partners included:

Other governmental units contributing to EDALC for FY22-23:

- City of Lincoln City
- City of Newport
- City of Toledo
- Lincoln County

Other stakeholders contributing to EDALC for FY22-23:

- Hatfield Marine Science Center
- Lincoln County School District
- Oregon Coast Aquarium
- Oregon Coast Community College
- Samaritan (Lincoln City and Newport)
- US Bank
- Plus, a number of small Lincoln County businesses (\$100-\$300/year)

Grant fund support for FY22-23:

- Business Oregon (Rural Opportunity Initiative)
- Congressionally Directed Spending Award (via SBA, Blue Economy)
- Ford Family Foundation (via City of Newport)
- Lincoln County (ARPA grant)

For FY23-24 the same funders are anticipated. Lincoln City is one of the first requests thus far.

### **Financial Impact**

In February 2013 the City's Urban Renewal Agency approved the Local Program Support Grant as part of the Agency's Economic Development Toolbox. In January 2020 the City approved the same tool to be made available (as funding permits) to those located within City limits, rather than those only located within the Year 2000 Development (Urban Renewal) Plan District/Area.

Lincoln City benefits from being part of a regional Economic Development agency that helps to coordinate county wide action. In addition, EDALC's scope is generally broader than the City's and they bring important programming to the area and support to City staff.

The goal of the Local Support Grant is to provide an annual financial assistance program for local organizations involved in Economic Development activities that support City goals and provide services to businesses within City limits. EDALC meets these criteria and respectfully requests \$20,000 from Lincoln City for the 2022-23 fiscal year to provide valuable and needed economic development services within the structure of our growing economic development partnership.

\$25,000 has been allocated in City Economic Development Grant for EDALC for fiscal year 2023-2024.

### **Potential Motions:**

Staff recommends the following motion:

Motion to approve a \$20,000 grant in FY23-24 to the Economic Development Alliance of Lincoln County to support regional Economic Development activities.

Alternative Motions:

Motion to approve an alternative amount of funding.

Or:

Do not make a motion approving grant funding for the Economic Development Alliance of Lincoln County.

**Attachments:**

EDALC\_annual\_report\_2022\_23\_v4\_sm (PDF)

# EDALC

2022-23 Annual Report

## Economic Development Alliance of Lincoln County

### 2022-23 - The Fastest Year on Record?

This last fiscal year has sped by at breakneck speed - I think we're all moving just a touch faster as we try to make up for lost time due to the COVID-19 pandemic. Over the last year, we've grown our staff to three and moved our offices into the **OCCC's** beautiful south campus. We began our journey as a **Rural Community Initiative** community. We started on our **Blue Economy** work and already are seeing success. And we are supporting our region and our county as we look forward to unprecedented **broadband investment**. **EDALC** has served as our local economic development organization for over 28 years - and we're just getting started. We all have a great future ahead of us!

*Paul Schuytema*  
Executive Director



### Our Mission

To deliver economic development services that facilitate the creation, growth and retention of Lincoln County businesses.



# Who Is EDALC?

We are the **Economic Development Alliance of Lincoln County**, a 501 (c)(6) non-profit economic development organization. We work every day to attract, support and grow businesses in Lincoln County to ensure community-wide economic well-being and an improved quality of life.

Day-to-day, we work to problem solve and connect businesses with the information and the resources they need to succeed. We collaborate with other organizations on projects that enhance our local and regional economic vitality and diversity. Our organization has served Lincoln County for over 28 years and is governed by a passionate and driven local Board of Directors.

## Moving the Needle - Recent Progress



- Continued management of our local **Lincoln County Enterprise Zone**, leading to over \$5 million in private investment and the creation of over 25 full-time high-wage jobs since 2019
- EDALC serves as the vice-chair for the **Cascades West Economic Development District**
- Secured a \$1 million Congressionally Directed Spending award to launch the **Oregon Ocean Innovation Hub (O2IH)** to grow Oregon's coast-wide Blue Economy
- Served on the core advisory team for a new **Emerging Sector Market Study on the Blue Economy**
- Collaborated on **impactful local projects**, from ART Toledo to organizational strategic planning
- Created and delivered impactful local events, including the **Economic Summit** and **FailFest**
- Joined 21 other rural communities in Business Oregon's **Rural Opportunity Initiative** program
- Funded four startup cohorts in the **CO.STARTERS** 10-week educational program
- Represented Lincoln County on the **Broadband Action Team** and **EDA Broadband Planning** grant
- Extended community outreach and engagement through our new **Community Connector** position
- Annual preparation of top **25 Lincoln County employers** for OED
- List commercial properties (for sale and lease) in **Oregon Prospector** - Lincoln County is the top county in Oregon for number of listings on this platform
- Managed the county's 2022-23 **Community and Economic Development Grant** program

EDALC's Executive Director's professional experience and outside perspective have created a stronger connection between City and County Economic Development efforts. EDALC is a vital partner in my work to brainstorm, leverage capacity and further shared objectives for our community as a whole.

- Alison Robertson, Director, Economic Development, Lincoln City



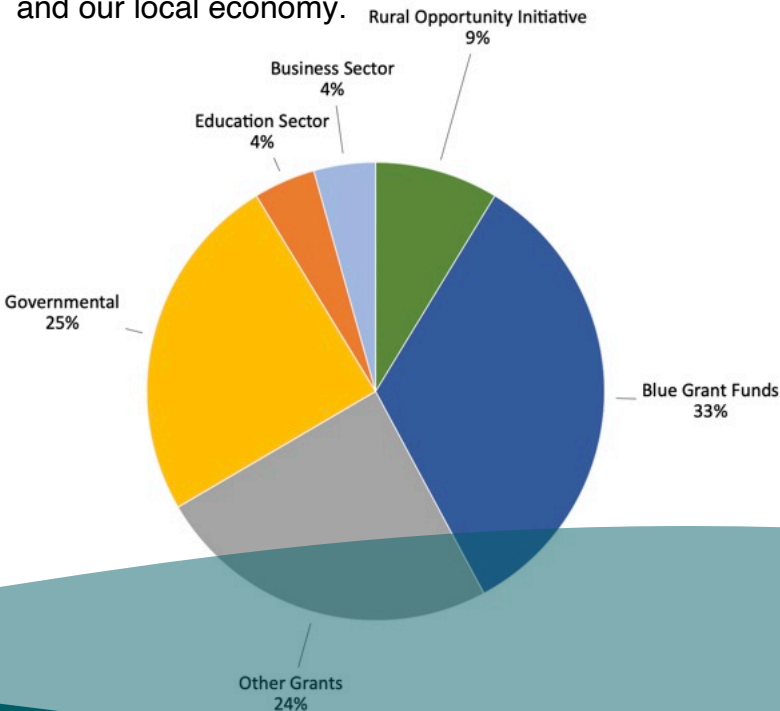
# On the Horizon in 2023-24

- Grow and support a vibrant and resilient Lincoln County **Entrepreneurial Ecosystem**
- Support local and coast-wide **Blue Economy** efforts and manage multiple Blue projects
- Support local **Broadband projects** as historic levels of infrastructure funding comes to Oregon
- Support the growth of our local **Creative Economy** and local **Arts and Cultural districts**
- Manage key data projects such as the **Economic Report** update and **Economic Vitality Report Card**
- Collaborate with local and regional partners on **impactful projects**
- Continue our local and regional **leadership** in partnership with other economic support organizations

## Organizational Funding

EDALC has always been supported by **local and regional dollars**. Over the last two years, we have diversified our funding sources to include both the private and public sectors, as well as bringing in additional grant dollars. We welcome investors at all levels to help support our efforts and our local economy.

*EDALC's Annual Operations Budget:*  
**\$275,000.00**



"We are working with EDALC on our Downtown Revitalization and Executive Director Paul has been a joy and an invaluable asset in developing our ART Toledo endeavor!"  
- Rod Cross, Mayor, City of Toledo

[BusinessLincolnCounty.com/Invest](https://BusinessLincolnCounty.com/Invest)

For 2022-23, the work of the Economic Development Alliance was pacesetting for our local economic development ecosystem. EDALC is steadily increasing its involvement in, and support of, other critical organizations in the area. Paul and his team became more accessible to the community with the opening of the new "Blue Economy Starts Here" offices at OCCC's South County Center in Waldport – an arrangement that also allowed for closer coordination between EDALC, the SBDC, and OCCC.



- Dave Price, VP of Engagement and Entrepreneurship, OCCC

## EDALC BOARD OF DIRECTORS FY 2022-23

**Birgitte Ryslinge**, Ph.D., *President*, President, Oregon Coast Community College

**Lesley Ogden**, M.D., *Secretary*, CEO, Samaritan Lincoln County Hospitals

**Michael Smith**, *Treasurer*, VP and Business Banking Relationship Manager, Umpqua Bank

**Tracy Bailey**, *Past President*, Senior Planner, Confederated Tribes of Siletz Indians

**Robert Cowen**, Ph.D., *Vice President*, Associate VP for Research and Operations, Hatfield Marine Science Center

**Karen Gray**, Ph.D., *At Large*, Superintendent, Lincoln County School District

**Carrie Lewis**, *At Large*, CEO, Oregon Coast Aquarium

**Bryan Fitzsimmons**, Owner, Fitzsimmons CPA

**Doug Holbrook**, Owing Partner, Holbrook & Associates

**Jason Holland**, Executive Director, Oregon Coast Council for the Arts

**Paula Miranda**, General Manager, Port of Newport

**Gregory Price**, Director, Small Business Development Center of Lincoln County

**Linda Roy**, Owner and Broker, Lincoln City Realty

**Majalise Tolan**, Ph.D., Secondary Director, Lincoln County School District

## EDALC STAFF

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