CITY OF LINCOLN CITY
LINCOLN CITY COUNCIL AGENDA
MONDAY February 8, 2021 6:00 PM

6:00 PM - The Lincoln City Council for February 8, 2021 will be held via Zoom. The City Council Chambers will be open and the meeting will be broadcast live in the Council Chambers. It will also be live on Channel 4 and through streaming on the web at www.lincolncity.org.

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

Public comments submitted by email to publiccomment@lincolncity.org will be summarized and entered into the record.

Citizens present in the Council Chambers will be given the opportunity to comment via Zoom. Laptops will be set up for those comments. Citizens present in the Council Chambers will be required wear a face covering and must observe social distancing. A member of the Information Technology staff will be present during the meeting to assist with any technical issues.

Citizens requesting to give public comment via Zoom must email publiccomment@lincolncity.org no later than 12 pm on the meeting day. The request must include the person's name, the subject the person wishes to address and the Zoom screen name the person intends to use for the meeting. A Zoom invitation will be sent to the person requesting prior to the meeting. Persons who will give public comment via Zoom will be placed in a Zoom waiting room upon entering the meeting until the public comment portion of the meeting at which time they will be admitted into the meeting through Zoom.

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 the City Recorder, 541-996-1203.

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

All information for this meeting is available at www.lincolncity.org under "Agenda, Packets & Video". This meeting will be televised on Channel 4. For additional rebroadcast times, please consult the Channel 4 guide on the hour.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CONSENT AGENDA

1. Regular Meeting – Minutes of Regular Meeting – January 25, 2021 6:00 PM
2. Regular Meeting – Minutes of Work Session – February 1, 2021 9:30 AM
3. Oregon Liquor Control Commission - Request for a Temporary Sales License for Oregon Coast Community College (OCCC) Foundation

E. COUNCIL DELIBERATIONS

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

G. PRESENTATIONS

H. PUBLIC HEARING / ORDINANCE

I. PUBLIC HEARINGS / PUBLIC COMMENTS

1. Public Hearing: Alternative Contracting method: NE 14th Street Project

J. ORDINANCES

2. ORDINANCE NO. 2021-05 AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 8 (HEALTH AND SAFETY),AMENDING CHAPTER 8.11 (NUISANCE – POLYSTYRENE FOAM), MODIFYING SECTION 8.11.040 (ENFORCEMENT) TO ADD A NINETY (90) DAY WARNING PERIOD AFTER THE EFFECTIVE DATE OF THE ORDINANCE 2020-09

K. RESOLUTIONS

3. RESOLUTION NO. 2021-09 A RESOLUTION OF THE CITY OF LINCOLN CITY, ADOPTING FINDINGS FOR A PUBLIC CONTRACT EXEMPTION AND AUTHORIZING AN ALTERNATIVE CONTRACTING METHOD FOR NE 14th STREET IMPROVEMENT PROJECT.

L. SPECIAL ORDER OF BUSINESS

4. Budget Committee Appointments- Applicants Larry Armstrong, Ty Guadagno, Fran Lonnon, and Nancy Oksenholt.
5. Appointments to Explore Lincoln City Committee - Applicants Laura Joki and Alanna Miel
6. Re-Appointment & Appointment to Parks and Recreation Board - Applicants Barbara Hahn & Jane Mulholland
7. Report by Parks and Recreation Director on the use of Community Center Space/SR. Citizens Space; MOTION CONCERNING USE OF CITY PARK FACILITY SPACES
8. Spyglass Pump Station Construction Award
9. FIREWORKS MANAGEMENT PLAN
10. Department Report - Finance
11. City Council Goals and Priorities for Fiscal Year 2021-2022

M. CITY MANAGER/CITY ATTORNEY REPORTS

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

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

P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL

Q. ADJOURNMENT

The Office of
CITY ADMINISTRATION

CITY OF LINCOLN CITY

CITY COUNCIL MINUTES OF MEETING

January 25, 2021, 6:00 PM

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

APPROVED BY CITY COUNCIL

DATE: _____

A. CALL TO ORDER

B. ROLL CALL

Council President Casper called the meeting to order. Council President Casper advised the public that there are now three ways to provide public comment.

1. *Comments can be made through email to publiccomment@lincolncity.org;*
2. *Comments can be made via Zoom if a request is emailed to publiccomment@lincolncity.org by 12 pm on the meeting day;*
3. *Comments can be made in person at the Council Chambers (COVID-19 precautions are taken).*

Attendee Name	Title	Status	Arrived
Judy Casper	Councilor Ward 3	Present	6:00 PM
Diana Hinton	Councilor Ward 1	Present	6:00 PM
Riley Hoagland	Councilor Ward 2	Present	6:00 PM
Rick Mark	Councilor Ward 3	Present	6:00 PM
Mitch Parsons	Councilor Ward 1	Present	6:00 PM
Anne Marie Skinner	Councilor Ward 2	Present	6:00 PM
VACANT	Mayor		

Staff Present: Ron Chandler, City Manager; Richard Appicello, City Attorney; Chief Palmer, Lincoln City Police Department; Abigail Edwards, Human Resources Director; Alison Robertson, Economic Development and Urban Renewal Director; Ed Dreistadt, Lila Bradley, Public Works Director; Debbie Bridges, Finance Director; David Twigg, I.T. Support Specialist; Jamie Young, City Recorder; David Mattison, Planning; Weston Fritz, Planning; Craig Grabenhorst, Code Enforcement.

C. PLEDGE OF ALLEGIANCE

Skipped due to the meeting being held remotely

AGENDA CHANGES:

Councilor Casper changed the swearing-in of K-9 Nato and Officer Werhley to agenda section E.

D. MOTION TO ACCEPT CONSENT AGENDA ITEMS

Councilor Hinton sent corrections and edits to the City Recorder for the minutes. Councilor Parsons asked what type of facility was applying for the OLCC liquor license. Councilor Hinton asked about the operating hours and requested that future applications be filled out completely.

MOTION:	**Motion to Approve Consent Agenda**
MOVER:	**Mitch Parsons, Councilor Ward 1**
SECONDER:	**Diana Hinton, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Voice Vote**

1. Regular Meeting – Minutes of Regular Meeting – January 11, 2021, 6:00 PM
2. Regular Meeting – Minutes of Work Session – January 19, 2021, 4:00 PM
3. Oregon Liquor Control Commission - Request for Off-Premises Liquor License for The Sea Gulp

E. COUNCIL DELIBERATIONS

Oath of Office Ceremony for K-9 Nato and Officer Werhley. Chief Palmer gave an introduction of the K-9 program. Officer Werhley with K-9 Nato, took the Oath of Office. Chief Palmer presented K-9 Nato with his badge.

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

No Citizens present for comment.

Public Comment via email prior to the meeting, received after the Agenda was published:

Susan Wahlke commented on the Community Center and its usage thereof. Ms. Wahlke mentioned that she is on the board of Business for Excellence in Youth, Backpacks for Kids Program, and while rent is not paid they contribute $20 per month towards utilities.

Dan Clanton commented on the recommendations being made by the Sustainability Committee.

Councilor Skinner forwarded an email from Marci Baker to Mr. Chandler to read during the Public Comment Section. Ms. Baker passed along many ideas on going forward and the Sustainability Committee recommendations.

G. PRESENTATIONS

Dr. Aimee Snyder, Health Promotion Manager for Lincoln County Public Health, gave a presentation on the Lincoln County Harm Reduction Program. Dr. Snyder asked Council if they support the delivery of the Lincoln County Harm Reduction Services on City Properties.

MOTION:	**Motion to Direct Staff to Include My Sister's Place, Shiloh Gathering Place, and other Advocacy Groups in a Harms Reduction Event.**
MOVER:	**Riley Hoagland, Councilor Ward 2**
SECONDER:	**Mitch Parsons, Councilor Ward 3**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Voice Vote**

Councilor Hinton would like Helping Hands to be included in this as well. Councilor Hinton was interested in what the Police thought of this and was hoping for an immediate reaction from Chief Palmer. Chief Palmer said that Law Enforcement is in great support of a program like this.

H. PUBLIC HEARING / ORDINANCE

I. PUBLIC HEARINGS / PUBLIC COMMENTS

1. PUBLIC COMMENT ON RESOLUTION NO. 2021-08

No Citizens present for comments.

J. ORDINANCES

2. ORDINANCE NO. 2021-04 AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 10 (VEHICLES AND TRAFFIC), AMENDING CHAPTER 10.08 (ADMINISTRATION), TO SPECIFY THAT ENGINEERING AND PUBLIC SAFETY CONSIDERATIONS FORM THE BASIS FOR PARKING RESTRICTIONS

Mr. Appicello explained this as an additional Ordinance amendment from the work session in November to specify that engineering and public safety considerations form the basis for parking restrictions. Councilor Hinton brought up if engineering and public safety are only considered, livability is missed. Councilor Hinton stated that there are more considerations to be made. Councilor Hoagland said that there are dozens of residential properties in the City that have "no parking" signs, not just in Roads End. Councilor Hoagland asked if these "no parking" signs placed by residents were legal. Councilor Skinner said that unless the signs are placed by Lincoln City Public Works, they are not legal or enforceable. Mr. Appicello said that there are 4 motions to look at with this Ordinance. If the City does not place the sign, it is a Class A violation, up to a $2000 fine.

MOTION:	**Motion to Approve Ordinance 2021-04; Amending Title 10 (Vehicles and Traffic), Amending Chapter 10.08 (Administration), First Reading.**
MOVER:	**Anne Marie Skinner, Councilor Ward 2**
SECONDER:	**Riley Hoagland, Councilor Ward 2**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Roll Call Vote**

MOTION:	**Motion to Approve Ordinance 2021-04; Amending Title 10 (Vehicles and Traffic), Amending Chapter 10.08 (Administration), Second Reading.**
MOVER:	**Anne Marie Skinner, Councilor Ward 2**
SECONDER:	**Rick Mark, Councilor Ward 3**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Roll Call Vote**

K. RESOLUTIONS

3. RESOLUTION NO. 2021-05 A RESOLUTION OF THE CITY OF LINCOLN CITY ADOPTING THE LINCOLN COUNTY MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN, INCLUDING SPECIFICALLY THE CITY OF LINCOLN CITY ADDENDUM TO THE PLAN

Mr. Appicello explained the Lincoln City addendum to the plan needs to be adopted. Councilor Casper encourages the Community to read this, especially the Lincoln City portion. Councilor Hinton asked Mr. Murphy about a better type of egress or secondary road in mitigation plan to get funding. Mr. Murphy said this request can be added easily. Mr. Appicello asked that we adopt the resolution and come back with an amendment for an alternative route.

MOTION:	**Motion to Adopt Resolution 2021-05; Adopting the Lincoln County Multi-Jurisdictional Natural Hazards Mitigation Plan, Including Specifically the City of Lincoln City Addendum to the Plan.**
MOVER:	**Riley Hoagland, Councilor Ward 2**
SECONDER:	**Mitch Parsons, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Roll Call Vote**

MOTION:	**Motion to Direct Staff to Work with the County to Amend the Addendum to Recognize the Need for Alternative Evacuation Route in North County.**
MOVER:	**Diana Hinton, Councilor Ward 1**
SECONDER:	**Mitch Parsons, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Roll Call Vote**

4. RESOLUTION NO. 2021-06 A RESOLUTION OF THE CITY OF LINCOLN AMENDING RESOLUTION 2020-22 AS AMENDED BY RESOLUTION 2020-26, CONCERNING DISPLACED LINCOLN COUNTY RESIDENTS CAUSED BY THE ECHO MOUNTAIN COMPLEX FIRE

MOTION:	**Motion to Adopt Resolution 2021-06; Concerning Displaced Lincoln County Residents Caused by the Echo Mountain Fire.**
MOVER:	**Anne Marie Skinner, Councilor Ward 2**
SECONDER:	**Mitch Parsons, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Roll Call Vote**

5. RESOLUTION NO. 2021-07 A RESOLUTION OF THE CITY OF LINCOLN CITY DECLARING AN INTENT TO CONSTRUCT LOW-PRESSURE SANITARY SEWER IMPROVEMENTS BY ESTABLISHING A LOCAL IMPROVEMENT DISTRICT FOR THE CITY OF LINCOLN CITY, IN THE AREA OF NE 14TH STREET KNOWN AS THE "NE 14TH STREET LOW-PRESSURE SEWER PROJECT" CALLING FOR A PUBLIC HEARING AND DIRECTING THAT NOTICE BE PUBLISHED

MOTION:	**Motion to Adopt Resolution 2021-07; Intent to Form 14th Street Improvement LID**
MOVER:	**Riley Hoagland, Councilor Ward 2**
SECONDER:	**Anne Marie Skinner, Councilor Ward 2**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Roll Call Vote**

6. RESOLUTION NO. 2021-08 A RESOLUTION OF THE CITY OF LINCOLN CITY, ADOPTING FEES AND CHARGES FOR CHAPTER 15.16 (FLOOD DAMAGE PREVENTION) ACTIONS, ESTABLISHING APPEAL FEES AND VARIANCE APPLICATION FEES AND CHARGES

MOTION:	**Motion to Pass Resolution 2021-08; Adopting Fees and Charges for Chapter 15.16**
MOVER:	**Anne Marie Skinner, Councilor Ward 2**
SECONDER:	**Riley Hoagland, Councilor Ward 2**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed by Roll Call Vote**

L. SPECIAL ORDER OF BUSINESS

7. Appointment to Parks and Recreation Board - Applicant Beth Towers

Councilor Parsons moved to appoint Ms. Towers to the Parks and Recreation Board for a three-year term, expiring December 31, 2023.

MOTION:	**Motion to Appoint Beth Towers to Parks and Recreation Board**
MOVER:	**Mitch Parsons, Councilor Ward 1**
SECONDER:	**Riley Hoagland, Councilor Ward 2**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

8. Department Report - Police

Jerry Palmer, Chief of Police, presented a review of 2020.

9. Code Enforcement Plan

Chief Palmer gave a presentation regarding the Code Enforcement Plan. Chief Palmer said that he plans to purchase a software package called Comcate to make Code Enforcement case management more efficient. Code Enforcement Officer Grabenhorst has been helping research options and located this program. This program will be set up in the next few weeks and will help staff be more efficient. Notices, forms, and letters needed for Vacation Rental Dwellings can also be filled out in this program while staff is in the field, then they can print back at the office and mail. Chief Palmer said that they are going to

need more personnel on the Vacation Rental Dwelling and Code Enforcement side. Chief Palmer would also like to have monthly meetings with Police, the new Planning Director, City Attorney, Code Enforcement, and Vacation Rental Dwelling Enforcement. Councilor Hinton asked if code enforcement cases originate entirely from complaints or if the Code Enforcement Officer initiates cases. Chief Palmer said there are a few in progress but there is a process-however, the code enforcement process takes time to complete. Chief Palmer said that Officer Grabenhorst was aware of the dilapidated buildings and was working with its property owners. Councilor Hinton said the program has a minimal financial impact and thinks it is a great thing. Councilor Hinton would like to see additional code enforcement staff, the residents are asking for this kind of thing. Councilor Skinner is in favor of the program and feels it will be useful. Councilor Skinner said she worked for a City that would mitigate situations when property owners failed to respond to Code Enforcement. Councilor Skinner would like to see Lincoln City think about mitigation as part of its Code Enforcement strategy.

MOTION:	**Motion to Approve VRD and Code Enforcement Plans**
MOVER:	**Riley Hoagland, Councilor Ward 2**
SECONDER:	**Diana Hinton, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

10. VRD Enforcement Plan

Vacation Rental Dwelling Enforcement plan will correspond with the Code Enforcement Plan.

MOTION:	**Motion to Direct Staff Provide a Work Session for the VRD and Code Enforcement**
MOVER:	**Diana Hinton, Councilor Ward 1**
SECONDER:	**Anne Marie Skinner, Councilor Ward 2**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

11. Sustainability Committee Recommendation

David Mattison, the Senior Planner, spoke regarding the Sustainability Committee recommendations from the meeting in December. Dave Price, Committee Member, spoke about the polystyrene ban that will be implemented in April 2021 and the communication to businesses.

MOTION:	**Motion to Not Accept the Sustainability Committee Recommendations**
MOVER:	**Mitch Parsons, Councilor Ward 1**
SECONDER:	**No Second**
AYES:	
RESULT:	**Motion Failed**

MOTION:	**Motion to Direct Staff to Put Together a Communication for Businesses included in the Polystyrene Ban and Include Business using a Second Language.**
MOVER:	**Anne Marie Skinner, Councilor Ward 2**
SECONDER:	**Mitch Parsons, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

MOTION:	**Motion to Direct Staff to Have a Work Session with City Council and Sustainability Committee**
MOVER:	**Anne Marie Skinner, Councilor Ward 2**
SECONDER:	**Mitch Parsons, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

12. COVID-19 Update

Ken Murphy, Emergency Coordinator, updated Council on COVID-19 and vaccines. Mr. said it could take until the early part of 2022 to get everyone vaccinated.

13. Echo Mountain Complex Update

Mr. Murphy said that the majority of the paperwork has been submitted to FEMA for reimbursement. FEMA has not started work on the temporary location for mobile homes. The clean-up in the fire area is not complete yet. Councilor Hoagland asked what happens to the wood from the trees that are felled. Mr. Murphy said that he does not know, but he will find out.

M. CITY MANAGER/CITY ATTORNEY REPORTS

Mr. Chandler had no report. Mr. Appicello asked if the City Council should consider the adoption of a land-use extension of existing land-use approvals.

MOTION:	**Motion to Amend Title 17, Adoption of a Land Use Extension of Existing Land Use Approvals.**
MOVER:	**Riley Hoagland, Councilor Ward 2**
SECONDER:	**Diana Hinton, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

Mr. Appicello spoke about establishing an exemption to North Lincoln Sanitary Service's compost program.

MOTION:	**Motion to Direct Staff to Put Together a Compost Exemption Amendment**
MOVER:	**Diana Hinton, Councilor Ward 1**
SECONDER:	**Riley Hoagland, Councilor Ward 2**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

Mr. Appicello asked Council if the City should talk to North Lincoln Sanitary about delaying the composting requirements considering COVID-19. Councilor Hoagland said that there has been an advertisement on the internet and social media about composting, he is not in support of a delay. Councilor Skinner agrees with Councilor Hoagland about not delaying the start of the composting. Mr. Appicello will check into the enforcement portion and get back to Council.

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

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

No Citizens present for comment

P. ANNOUNCEMENTS OR COMMENTS BY CITY COUNCIL

Councilor Hoagland said, there will be a free campaign management event at www.wewinstrategygroup.com/run, Sunday, February 7th, 10 AM-12 PM. Councilor Hoagland also stated that the quality of the hike at The Thumb has been brought up to him by Citizens.

Motion made to direct staff to look into repairing the hiking area at the Thumb. Councilor Hinton made a second. Councilor Hinton stated that the property does not belong to the City, it has been a two-year process of the Forest Service working to try and make repairs. Councilor Hoagland rescinded his motion.

MOTION:	**Motion to Direct Staff to Discontinue the Marketing of The Thumb**
MOVER:	**Riley Hoagland, Councilor Ward 2**
SECONDER:	**Diana Hinton, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

MOTION:	**Motion to Direct Staff to Come Back With Ways to Discourage Hiking The Thumb from the North Area Which Includes Signage Where People Park.**
MOVER:	**Riley Hoagland, Councilor Ward 2**
SECONDER:	**Diana Hinton, Councilor Ward 1**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

MOTION:	**Motion to Reconsider Directing Staff to Come Back with ways to Discourage Hiking The Thumb from the North Area Which Includes Signage Where People Park.**
MOVER:	**Diana Hinton, Councilor Ward 1**
SECONDER:	**Rick Mark, Councilor Ward 3**
AYES:	**Casper, Hinton, Hoagland, Mark, Parsons, Skinner**
RESULT:	**Passed via Voice Vote**

Councilor Hoagland withdrew his motion to direct staff to come back with ways to discourage hiking The Thumb from the North area which includes signage where people park and warning of the dangers.

Councilor Hoagland would like to unify the tsunami alert system across the whole coast after the recent siren event in Depoe Bay. Councilor Parsons said that Lincoln City's tsunami warning system only has alarms, whereas Depoe Bay's system can also broadcast messages. Two of Depoe Bay's sirens did not work correctly and failed to broadcast the message that the siren was being activated for a high wind warning. Council President Casper reminded us that the warning system belongs to and is operated by North Lincoln Fire and Rescue District. Council Parsons asked that tsunami alters be added to the agenda for the joint meeting with the Lincoln County Commissioners in July.

Councilor Hinton asked that in the future discussion regarding Boards and Committees so that they can all function the same.

Q. ADJOURNMENT

Councilor Casper adjourned the meeting at 10:05 PM

_____

JUDY CASPER, COUNCIL PRESIDENT

ATTEST:

_____

JAMIE YOUNG, CITY RECORDER

The Office of
CITY ADMINISTRATION

CITY OF LINCOLN CITY

CITY COUNCIL MINUTES OF WORK SESSION MEETING

February 1, 2021, 9:30 AM

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

APPROVED BY CITY COUNCIL

DATE: _____

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Judy Casper	Councilor Ward 3; Council President	Present	9:30 AM
Diana Hinton	Councilor Ward 1	Present	9:30 AM
Riley Hoagland	Councilor Ward 2	Present	9:30 AM
Rick Mark	Councilor Ward 3	Present	9:30 AM
Mitch Parsons	Councilor Ward 1	Present	9:30 AM
Anne Marie Skinner	Councilor Ward 2	Present	9:30 AM

Councilor President Casper called the meeting to order.

Staff present: Ron Chandler, City Manager; Richard Appicello, City Attorney; Jerry Palmer, Chief of Police; Tony LaSoya, I.T. Director; Ken Murphy, Emergency Preparedness Coordinator; Abigail Edwards, H.R. Director; Debbie Bridges, Finance Director; Sungman "Simon" Kim, Planning and Community Development Director; Kirsten Brodbeck-Kenney, Library Director; Courtney Liberato, Executive Assistant to the City Manager; David Mattison, Sr. Planner; Jamie Young, City Recorder; Ed Dreistadt, ELC Director; Lila Bradley, PW Director; Jeanne Sprague, Parks & Rec Director; Alison Robertson, Urban Renewal & Economic Development Director.

Council President Casper performed Roll Call.

2. DISCUSSION ITEMS

A. City Council Goals and Priorities for FY2021-2022

Mr. Chandler led the discussion on setting the City Council's goals and priorities for fiscal year 2021-2022.

The new goals for FY2021-2022 are:
Code Enforcement:
Educate, inform and protect the residents of Lincoln City.
Community Engagement:
Increase participation and develop skills for civic involvement.
Boards and Committees:
Revise procedures and requirements.
Economic Development & Workforce Housing:
Provide support, opportunities, and expansion for residential and commercial growth. Add single-family use as a permitted use in the multi-family zones.
Emergency Preparedness:
Maintain and expand emergency preparedness and safety for the community.
Infrastructure-Long-Range Planning:
Maintain, restore, and create ongoing projects for City's long-range planning responsibility. Also, discuss lighting code.
Parks and Recreation:
Provide and maintain natural resources and recreational opportunities. Also stabilize funding.
Sustainability:
Provide direction for a healthy community that is sustainable and environmentally friendly. Also, the Climate action plan.
Financial:
Discuss PERS with the Budget Committee.
Villages at Sitka Woods
Comprehensive Plan

3. ADJOURNMENT

Council President Casper adjourned the meeting at 12:30 PM.

_____
JUDY CASPER, COUNCIL PRESIDENT

ATTEST:

_____
JAMIE YOUNG, CITY RECORDER

Council Communication

Oregon Liquor Control Commission - Request for Temporary Sales License

Meeting Date:	February 8, 2021	Primary Staff Contact:	Jamie Young
Department:	City Council	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	3 min

Questions:

Should the City Council provide a recommendation to the Oregon Liquor Control Commission (OLCC) for a one-day event to be held by the Oregon Coast Community College (OCCC) Foundation?

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

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

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

Council Options:
1. Approve a favorable recommendation for a temporary sales license for a one-day event.

2. To not approve the license application.

3. To approve the license application.

Attachments:
OCCC_OLCC_Temp_Redacted.pdf (PDF)

OREGON LIQUOR CONTROL COMMISSION

TEMPORARY SALES LICENSE – NONPROFIT (TSL-NP) APPLICATION

TEMPORARY SALES LICENSE – NONPROFIT (TSL-NP) PRIVILEGES. The TSL-NP allows you to:

- Sell at retail distilled spirits, malt beverages, wine, and cider by the drink for consumption in the special event licensed area (provided you meet the food requirements).
- Sell at retail manufacturer-sealed containers of malt beverage, wine, and cider meant for drinking off of the special event licensed area. Note: you may not sell bottles of distilled spirits.
- Sell at retail malt beverages, wine, or cider in a securely covered container (growlers) meant for drinking off of the special event licensed area. The container may not hold more than two gallons.
- Auction (but not raffle) at retail factory-sealed containers of malt beverage, wine, and cider (but not distilled liquor) for consumption off the premises.
- Auction (but not raffle) at retail open containers of alcohol for consumption on the premises.

- **Process Time**: Please read the instructions. OLCC needs your completed application in sufficient time to approve it. Sufficient time is typically 2 to 4 weeks before the first event date listed in #8 below (some events may need extra processing time). OLCC may refuse to process your application if it is not submitted in sufficient time for the OLCC to investigate it.
- **OLCC License Fee**: $50 per license day or any part of a license day. **Make payment by check or money order, payable to OLCC.** A license day is from 7:00 am to 2:30 am on the succeeding calendar day.
- **License Days**: In #8 below, you may apply for a maximum of **seven** license days per application form.

1. **ELIGIBILITY: Please read the instructions to determine eligibility for a TSL-NP.**
   Is your organization a nonprofit or charitable organization with an issued Oregon Registry Number?
   ☐ No
   ☒ Yes. Please list the organization's **Oregon Registry Number** (not EIN): [redacted]

2. Applicant Name: Oregon Coast Community Colllege (OCCC) Foundation

3. Email [redacted] | 4. Fax:

5. Contact Person: Billie Jo Smith, OCCC Foundation Board | 6. Contact Phone: 541-336-9578

7. Event Name: Pearls of Wisdom

8. Date(s) of event (no more than seven days):
   March 6, 2021

9. Start/end hours of alcohol service: 10:00 ☒ am ☐ pm to 7:00 ☐ am ☒ pm

10. Address of Special Event: OCCC Central Campus [redacted] | City [redacted] | Zip [redacted]

11. Is the event outdoors? ☐ Yes ☒ No

11a. If the event is only indoors, in what area(s) of the building is the event located?
The actual event is virtual, with attendees viewing from their homes. Boxed food and unopened wine or beer will be picked up by attendees at three sites: OCCC Central County 400 SE College Way, Newport; Side Door Cafe 6675 Gleneden Beach Loop, Gleneden Beach; and OCCC North County Center 3788 SE High School Drive, Lincoln City.

11b. If any part of the event is outdoors, **submit a drawing** showing the licensed area and how the boundaries of the licensed area will be identified.

12. Describe the primary activities within the licensed area:
Pick-up of boxed food and unopened wine or beer by attendees at three sites. Depending on the Covid 19 status at the time, the pick-up will be drive-by, or inside of the front entrance of each location. The actual event activities are virtual with attendees viewing from their homes.

13. Will minors be allowed at the event? ☒ Yes ☐ No

14. If yes, will minors and alcohol be allowed together in the same area? ☒ Yes ☐ No

15. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? less than 200

PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA

If your answer to #15 is 501 or more, **IN ADDITION TO** your answers to questions 16, 17, and 18, you will need to complete the OLCC's Plan to Manage Special Events form, unless the OLCC exempts you from this requirement.

16. Describe your plan to prevent problems and violations:
The boxed food and unopened wine and beer will be distributed by individuals that are over 21. They will be instructed to provide the wine and beer only to individuals over 21. Anyone picking up the food and beverages who appears to be under the age of 26 will be asked for, and must show valid identification before they will be given the unopened beer and/or wine. The alcohol managers and distributors will have read and signed the OLCC Brochure: "What Every Volunteer Alcohol Server Needs to Know."

17. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors:
This is an adult event. The individuals handing out the food and beverages that will be picked-up, will be over 21. Anyone picking up the food and beverages, who appears to be under the age of 26, will be asked for, and must show valid identification before they will be given the unopened beer and/or wine. It is possible that a minor might be in the vehicle with the attendee during the pick-up, and that there could be minors in the homes of attendees. These minors will be under the supervision of the adult attendees in their vehicles and in their homes. Consequently, laws related to alcohol in the home should apply.

18. Describe your plan to manage alcohol consumption by adults:
There will be no alcohol consumption at the distribution sites. All consumption will be in the private homes of the attendees.

ALCOHOL MANAGERS

19. All applicants must list the name(s) of alcohol manager(s) on-duty and in the licensed area.

OCCC Newport Campus: Steven Spector, Chris Boyle, Sandi Williams

Side Door Cafe, Gleneden Beach: David Bigelow

OCCC Lincoln City Campus: David Robinson

LIQUOR LIABILITY INSURANCE

If the licensed area is open to the public and expected attendance is 301 or more per day in the licensed area, the event must have at least $300,000 of liquor liability insurance coverage (ORS 471.168).

20. Insurance Company: NA

21. Policy #: NA	22. Expiration Date: NA

MARIJUANA

23. Will marijuana (such as use, consumption, samples, give-away, sale, etc.) be allowed on the special event licensed premises or be part of the event or an adjacent event? ☐ Yes ☒ No

FOOD REQUIREMENTS

Please read the instructions to determine the food requirements.

24. Will you serve distilled spirits by the drink? ☐ Yes ☒ No

24a. If yes, list at least three different substantial food items that will be provided:

1.	2.	3.

24b. If no, list at least two different substantial food items that will be provided:

1. Charcuterie box; cheeses, meats, breads	2. Hummus box; Vegetarian items with hummus, veggies, breads

GOVERNMENT RECOMMENDATION

Please read the instructions. You must obtain a recommendation from the local city or county named in #25 before submitting this application to the OLCC.

25. Name the city if the event address is within a city's limits, or the county if the event address is outside the city's limits:
City of Lincoln City

SIGNATURE

I affirm that I am authorized to sign this application on behalf of the applicant.

26. Name (please print): Billie Jo Smith OCCC Foundation Board

27. Signature: [redacted]	**28.** Date: Feb. 2, 2021

CITY OR COUNTY USE ONLY

The city/county named in #25 above recommends:

☒ Grant ☐ Acknowledge ☐ Deny (attach written explanation of deny recommendation)

(Optional) City/County ContactPerson: Lt. Dave Broderick	
(Optional) Phone Number or Email: 541 994 1446	
City/County Signature: [redacted]	Date: 2/4/2021

FORM TO OLCC

This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

OLCC USE ONLY Fee Paid:	Date:	Receipt #:
License is: ☐ Approved ☐ Denied		
OLCC Signature:		Date:

Council Communication

Public Hearing - NE 14th Street Project

Meeting Date:	February 8, 2021	Primary Staff Contact:	Stephanie Reid
Department:	Public Works	E-Mail:	SReid@lincolncity.org
Secondary Dept:		Secondary Contacts:	Lila Bradley
Approval:	Ronald F Chandler	Estimated Time:	5 min

Question:

Following the hearing, should the City Council grant Resolution 2021-09 authorizing an exemption from the competitive bidding process for the NE 14th Street Project?

Staff Recommendation:

Staff recommends the Council conduct the public hearing, and approve the Resolution later on this.

Authority:

Exemptions are allowed under ORS 279C.335 (2) (highlighted below) providing the agency seeking an exemption follow the required procedures including preparing findings for the exemption.

279C.335 Competitive bidding; exceptions; exemptions. (1) All public improvement contracts shall be based upon competitive bids except:

(a) A public improvement contract with a qualified nonprofit agency that provides employment opportunities for individuals with disabilities under ORS 279.835 to 279.855.

(b) A public improvement contract that is exempt under subsection (2) of this section.

(c) A public improvement contract with a value of less than $5,000.

(d) A public improvement contract with a contract price that does not exceed $100,000 made under procedures for competitive quotes in ORS 279C.412 and 279C.414.

(e) A contract to repair, maintain, improve or protect property the Department of Veterans' Affairs obtains under ORS 407.135 and 407.145 (1).

(f) An energy savings performance contract that a contracting agency enters into in accordance with rules of procedure adopted under ORS 279A.065.

(2) Subject to subsection (4)(b) and (c) of this section, the Director of the Oregon Department of Administrative Services, a local contract review board or, for contracts described in ORS 279A.050 (3)(b), the Director of Transportation may exempt a public improvement contract or a class of public improvement contracts from the competitive bidding requirement of subsection (1) of this section after the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board approves the following findings that the contracting agency submits or, if a state agency is not the contracting agency, that the state agency that is seeking the exemption submits:

(a) The exemption is unlikely to encourage favoritism in awarding public improvement contracts or substantially diminish competition for public improvement contracts.

(b) Awarding a public improvement contract under the exemption will likely result in substantial cost savings and other substantial benefits to the contracting agency or the state agency that seeks the exemption or, if the contract is for a public improvement described in ORS 279A.050 (3)(b), to the contracting agency or the public. In approving a finding under this paragraph, the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board shall consider the type, cost and amount of the contract and, to the extent applicable to the particular public improvement contract or class of public improvement contracts, the following:

(A) How many persons are available to bid;

(B) The construction budget and the projected operating costs for the completed public improvement;

(C) Public benefits that may result from granting the exemption;

(D) Whether value engineering techniques may decrease the cost of the public improvement;

(E) The cost and availability of specialized expertise that is necessary for the public improvement;

(F) Any likely increases in public safety;

(G) Whether granting the exemption may reduce risks to the contracting agency, the state agency or the public that are related to the public improvement;

(H) Whether granting the exemption will affect the sources of funding for the public improvement;

(I) Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time necessary to complete the public improvement;

(J) Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement;

(K) Whether the public improvement involves new construction or renovates or remodels an existing structure;

(L) Whether the public improvement will be occupied or unoccupied during construction;

(M) Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions; and

(N) Whether the contracting agency or state agency has, or has retained under contract, and will use contracting agency or state agency personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods to assist in developing the alternative contracting method that the contracting agency or state agency will use to award the public improvement contract and to help negotiate, administer and enforce the terms of the public improvement contract.

(c) As an alternative to the finding described in paragraph (b) of this subsection, if a contracting agency or state agency seeks an exemption that would allow the contracting agency or state agency to use an alternative contracting method that the contracting agency or state agency has not previously used, the contracting agency or state agency may make a finding that identifies the project as a pilot project for which the contracting agency or state agency intends to determine whether using the alternative contracting method actually results in substantial cost savings to the contracting agency, to the state agency or, if the contract is for a public improvement described in ORS 279A.050 (3)(b), to the contracting agency or the public. The contracting agency or state agency shall include an analysis and conclusion regarding actual cost savings, if any, in the evaluation required under ORS 279C.355.

(3) In making findings to support an exemption for a class of public improvement contracts, the contracting agency or state agency shall clearly identify the class using the class's defining characteristics. The characteristics must include a combination of project descriptions or locations, time periods, contract values, methods of procurement or other factors that distinguish the limited and related class of public improvement contracts from the agency's overall construction program. The agency may not identify a class solely by funding source, such as a particular bond fund, or by the method of procurement, but shall identify the class using characteristics that reasonably relate to the exemption criteria set forth in subsection (2) of this section.

(4) In granting exemptions under subsection (2) of this section, the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board shall:

(a) If appropriate, direct the use of alternative contracting methods that take account of market realities and modern practices and are consistent with the public policy of encouraging competition.

(b) Require and approve or disapprove written findings by the contracting agency or state agency that support awarding a particular public improvement contract or a class of public improvement contracts, without the competitive bidding requirement of subsection (1) of this section. The findings must show that the exemption of a contract or class of contracts complies with the requirements of subsection (2) of this section.

(c) Require a contracting agency or state agency that procures construction manager/general contractor services to conduct the procurement in accordance with model rules the Attorney General adopts under ORS 279A.065 (3).

(5)(a) A contracting agency or state agency shall hold a public hearing before approving the findings required by subsection (2) of this section and before the Director of the Oregon Department of Administrative Services, the Director of Transportation or the local contract review board grants an exemption from the competitive bidding requirement for a public improvement contract or a class of public improvement contracts.

(b) Notification of the public hearing must be published in at least one trade newspaper of general statewide circulation a minimum of 14 days before the hearing.

(c) The notice must state that the public hearing is for the purpose of taking comments on the draft findings for an exemption from the competitive bidding requirement. At the time of the notice, copies of the draft findings must be made available to the public. At the option of the contracting agency or state agency, the notice may describe the process by which the findings are finally adopted and may indicate the opportunity for further public comment.

(d) At the public hearing, the contracting agency or state agency shall offer an opportunity for any interested party to appear and comment.

(e) If a contracting agency or state agency must act promptly because of circumstances beyond the agency's control that do not constitute an emergency, notification of the public hearing may be published simultaneously with the agency's solicitation of contractors for the alternative public contracting method, as long as responses to the solicitation are due at least five days after the hearing and approval of the findings.

(6) The purpose of an exemption is to exempt one or more public improvement contracts from competitive bidding requirements. The representations in and the accuracy of the findings, including any general description of the resulting public improvement contract, are the bases for approving the findings and granting the exemption. The findings may describe anticipated features of the resulting public improvement contract, but the final parameters of the contract are those characteristics or specifics announced in the solicitation document.

(7) A public improvement contract awarded under the competitive bidding requirement of subsection (1) of this section may be amended only in accordance with rules adopted under ORS 279A.065.

(8) A public improvement contract that is excepted from the competitive bidding requirement under subsection (1)(a), (c), (d), (e) or (f) of this section is not subject to the exemption requirements of subsection (2) of this section.

Background:

This project will add pedestrian improvements on the north side of NE 14th Street from Hwy 101 to NE Port Drive. The improvements will consists of new sidewalk, curb and gutter for about 1,000 linear feet, 700 feet of new stormwater pipe and a 500 foot extension of the sanitary sewer system.

NE 14th Street is a major collector street with primarily ditches for drainage and narrow shoulders making it very difficult for pedestrians. This project is a segment of the Head to Bay Trail and the plan is to eventually extend this sidewalk along West Devils Lake Road to meet with the trail on SE 22nd Street.

This project will also involve a proposed local improvement district formation and construction impacts that require close coordination with the residences throughout the project. For this reason and others staff has prepared draft findings to justify an exemption from the competitive bidding process. The draft findings are attached to Resolution 2021-05; an overview plan drawing of the project is attached.

Council Options:

Conduct the hearing.

Take action on Resolution 2021-09 later on this Agenda.

Financial Impact

This project is budgeted in the fiscal year 2020/2021 in the Street Capital Improvement Fund.

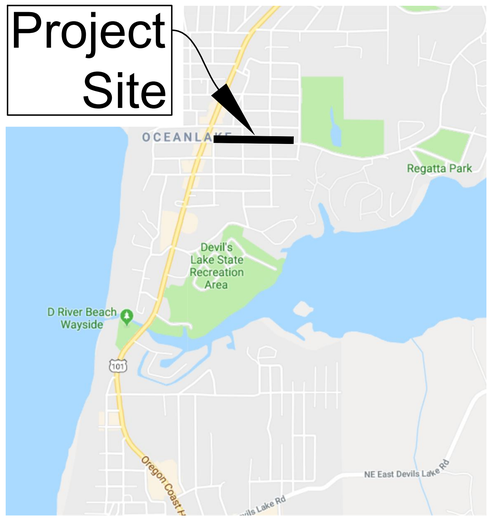
Potential Motions:

See Resolution 2021-09.

Attachments:

NE 14th Cover Sheet (PDF)

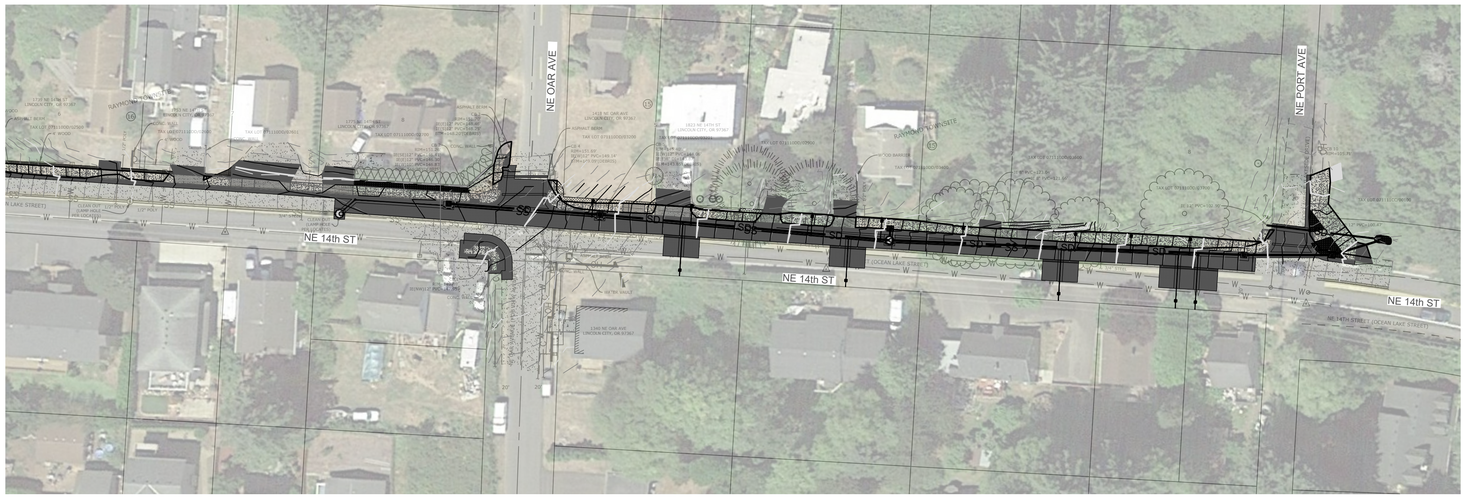
CITY OF LINCOLN CITY
NE 14th STREET SIDEWALK



Lincoln City Vicinity Map NTS

PROPOSED CONDITIONS:

- TYPE CG-2 CATCH BASIN
- TYPE CG-3 CATCH BASIN
- TYPE 3 CATCH BASIN
- DITCH INLET CATCH BASIN
- SIDEWALK HATCH
- DW HATCH
- GRIND AND RE-PAVE 2" AC
- REMOVE AND REPLACE 4" TO 8" AC
- GUTTER
- GRAVEL/2"-0" RIVER ROCK/RIP RAP
- SOD
- GRASS SEED
- CONCRETE
- ASPHALT
- DECIDUOUS TREE (DTR)
- EVERGREEN TREE (ETR)



NET NEW IMPERVIOUS AREA=4912 SF

Site Map 1"= 40'

General Notes

OWNER:

CITY OF LINCOLN CITY
801 SW HIGHWAY 101
PO BOX 50
LINCOLN CITY, OREGON 97367
CONTACT: TERRY CHAMBERLAIN, PE
PH: (541) 996-1238

SHEET INDEX

SHEET 1 COVER SHEET
SHEET 2 SW & PAVING PLAN
SHEET 3 SW & PAVING PLAN
SHEET 4 SW & PAVING PLAN
SHEET 5 SW & PAVING PLAN
SHEET 6 SW & PAVING PLAN
SHEET 7 SW & PAVING PLAN
SHEET 8 UTILITY PLAN & PROF
SHEET 9 UTILITY PLAN & PROF
SHEET 10 UTILITY PLAN & PROF
SHEET 11 UTILITY PLAN & PROF
SHEET 12 UTILITY PLAN & PROF
SHEET 13 UTILITY PLAN & PROF
SHEET 14 ESCP 1
SHEET 15 ESCP 2
SHEET 16 ESCP 3
SHEET 17 ESCP 4
SHEET 18 ESCP 5
SHEET 19 ODOT SIGNAL DETAIL
SHEET 20 DETAILS
SHEET 21 DETAILS
SHEET 22 DETAILS
SHEET 23 DETAILS
SHEET 24 DETAILS
SHEET 25 DETAILS
SHEET 26 DETAILS
SHEET 27 DETAILS

UTILITY LOCATE:

(48 HOUR NOTICE PRIOR TO EXCAVATION)

OREGON LAW REQUIRES YOU TO FOLLOW THE RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH 757.562 AND ORS 757.993. YOU MAY OBTAIN COPIES OF THE RULES FROM THE CENTER BY CALLING (503) 246-1987. ONE CALL SYSTEM NUMBER 1-800-332-2344.

No.	Revision/Issue	Date

LINCOLN CITY PUBLIC WORKS
801 S.W. HWY 101
P.O. BOX 50
LINCOLN CITY, OREGON 97367
PHONE: (541) 996-2154
FAX: (541) 994-4881
www.lincolncity.org

Project Name and Address
14th Street Sidewalk
NE Mast Ave to NE Port Ave
Lincoln City, OR 97367

Project 18002
Date 1/31/2020
Scale 1" = 80'
Page 1 of 27

15013 14th Street - Lincoln City 2.dwg
3/19/2007

Council Communication

Ordinance 2021-05 Polystyrene Ban Warning Period

Meeting Date: February 8, 2021 Primary Staff Contact: Richard Appicello
Department: City Attorney E-Mail: RAppicello@lincolncity.org
Secondary Dept: Sustainability Committee Secondary Contacts: Ronald Chandler
Approval: Ronald F Chandler Estimated Time: 5 minutes

Question(s):

Should the City Council conduct and approve First and Second Reading and adopt Ordinance 2021-05 entitled:

ORDINANCE NO. 2021-05

AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 8 (HEALTH AND SAFETY),AMENDING CHAPTER 8.11 (NUISANCE - POLYSTYRENE FOAM), MODIFYING SECTION 8.11.040 (ENFORCEMENT) TO ADD A 90 DAY WARNING PERIOD AFTER THE EFFECTIVE DATE OF THE ORDINANCE 2020-09

Staff Recommendation:

Staff recommends Council conduct First Reading of Ordinance 2021-05 and, *if unanimous*, Conduct and approve Second Reading and adopt the Ordinance. 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:

Following recommendations from the City's sustainability committee and the specific requests of several councilors, Council enacted a ban on polystyrene foam with a delayed effective date [April 13, 2021]. Council discussed the ban on January 25, 2021 and directed a 90 day warning or grace period be added to the ordinance before violators will be cited. (July 12, 2021).

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 February 22, 2021 [or]

3. Continue First Reading to February 22, 2021.

4. Do not proceed with proposed ordinance.

Potential Motions:

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

ORDINANCE NO. 2021-05

AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 8 (HEALTH AND SAFETY),AMENDING CHAPTER 8.11 (NUISANCE - POLYSTYRENE FOAM), MODIFYING SECTION 8.11.040 (ENFORCEMENT) TO ADD A 90 DAY WARNING PERIOD AFTER THE EFFECTIVE DATE OF THE ORDINANCE 2020-09

Council:

1. Motion to approve First Reading of Ordinance 2021-05.

If unanimous: conduct Second Reading

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

Council:

1. Motion to approve Second Reading and adopt Ordinance 2021-05.

[or]

2. Motion to set Second Reading for February 22, 2021.

Attachments:

ORDINANCE 2021-05 ra (DOCX)

ORDINANCE NO. 2021-05

AN ORDINANCE OF THE CITY OF LINCOLN CITY AMENDING THE LINCOLN CITY MUNICIPAL CODE, TITLE 8 (HEALTH AND SAFETY),AMENDING CHAPTER 8.11 (NUISANCE – POLYSTYRENE FOAM), MODIFYING SECTION 8.11.040 (ENFORCEMENT) TO ADD A 90 DAY WARNING PERIOD AFTER THE EFFECTIVE DATE OF THE ORDINANCE 2020-09

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 directed city staff to prepare an ordinance on the ban of polystyrene foam; and

THE CITY OF LINCOLN CITY ORDAINS AS FOLLOWS:

SECTION 1. Lincoln City Municipal Code, Title 8 (*Health and Safety*), Chapter 8.11 (*Nuisance – Polystyrene Foam*), *Section 8.11.040 (Enforcement)* is hereby amended to read as follows:

8.11.040 Enforcement.

Violations of this ordinance shall be deemed a Class C violation and shall be subject to citation and punishable as set forth in Section 1.16 of the Lincoln City Municipal Code.

Notwithstanding the above, for the first ninety 90 days after the April 13, 2021 effective date of Ordinance 2020-09, a warning will be issued for any violation of the provisions of this ordinance.

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.

SECTION 3. Severability.

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

SECTION 4. Ordinance Effective Date.

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

SECTION 5. Codification.

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

The foregoing ordinance was distinctly read by title only in accordance with Chapter IX, Section 9.2 of the City of Lincoln City Charter on the 8th day of February, 2021 (First Reading) and on the 8th day of February, 2021 (Second Reading).

PASSED AND ADOPTED by the City Council of the City of Lincoln City this 8th day of February, 2021.

_____
JUDY CASPER, COUNCIL PRESIDENT

ATTEST:

_____
JAMIE YOUNG, CITY RECORDER

APPROVED AS TO FORM:

_____
RICHARD APPICELLO, CITY ATTORNEY

Council Communication

Resolution 2021-09 Alternative Contracting Method NE 14th Street Project

Meeting Date:	February 8, 2021	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:	Public Works	Secondary Contacts:	Ronald Chandler
Approval:	Ronald F Chandler	Estimated Time:	5 Minutes

Question:

Should the City Council approve Resolution 2021-09 approving the required Public Contract Code Findings for an exemption and authorizing an Alternative Contracting Method for the 14th Street Improvement project?

Staff Recommendation:

Staff recommends the Council approve Resolution 2021-09.

Authority:

LCMC Chapter 2.05(Public Contracting) See also Public Hearing item for statutory and rule authority

Background:

See public hearing agenda item.

This Project includes sidewalk, storm and sanitary sewer elements.

Council Options:

The City Council may:

Approve attached Resolution 2021-09

Do not approve the attached Resolution.

Potential Motions:

I move to approve Resolution 2021-09.

Attachments:
Resolution 2021-09 Alternative Contracting Method 14th St project (DOC)
Findings 14th St Project (PDF)

RESOLUTION NO. 2021-09

A RESOLUTION OF THE CITY OF LINCOLN CITY, ADOPTING FINDINGS FOR A PUBLIC CONTRACT EXEMPTION AND AUTHORIZING AN ALTERNATIVE CONTRACTING METHOD FOR THE NE 14th STREET IMPROVEMENT PROJECT.

RECITALS

WHEREAS, ORS 279C.335(2) permits the City Council, acting as the Local Contract Review Board, to exempt a public improvement contract or class of contracts from the competitive bidding requirements of the Lincoln City Public Contracting Code and use an alternative contracting method, subject to making required findings; and

WHEREAS, on February 8, 2021, the City Council conducted an advertised public hearing on the proposed findings to exempt the City Hall HVAC Upgrade Project from competitive bidding and authorize an alternative public contracting method; and

WHEREAS, on February 8, 2021, after due consideration of public comment and the proposed findings in the record, the City Council, acting as the Local Contract Review Board, deliberated and decided to approve the exemption and authorize the alternative contracting method; 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. APPROVAL. The City Council, acting as the Local Contract Review Board, hereby approves the required Findings to support the exemption from competitive bidding and the use of an alternative contracting method for the City Hall HVAC Upgrade Project, said findings being attached to this Resolution and incorporated herein by this reference; and

SECTION 3. EFFECTIVE DATE. This resolution is effective as of the date of its adoption and signature by the Council President.

PASSED AND ADOPTED by the City Council of the City of Lincoln City this 8th day of February 2021.

_____
JUDY CASPER, COUNCIL PRESIDENT

ATTEST:

_____
JAMIE YOUNG, CITY RECORDER

APPROVED AS TO FORM:

_____
RICHARD APPICELLO, CITY ATTORNEY

Findings in Support of Alternative Contracting Method

FOR THE CONSTRUCTION OF THE NE 14TH STREET SIDEWALK PROJECT

Introduction

Use of Alternative Contracting methods, such as Design-Build is made possible under ORS Chapter 279C, which permits certain contracts or classes of contracts to be exempt from competitive public bidding under strict procedural safeguards.

Pursuant to ORS 279C.335, a local contract review board may exempt specific contracts from traditional, competitive bidding by showing that an alternative contracting process is unlikely to encourage favoritism or diminish competition and will result in cost savings to the public agency. The Oregon Attorney General's Model Public Contract Rules provide for public notice and opportunity for the public to comment on draft findings in favor of an exemption before their final adoption.

ORS 279C.33O provides that: "findings" means the justification for a contradicting agency conclusion that includes, but is not limited to, information regarding:

- Operational, budget and financial data;
- Public benefits;
- Value engineering;
- Specialized expertise required;
- Public safety;
- Market conditions;
- Technical complexity
- Funding sources
- Findings

Background

This project will add pedestrian improvements on the north side of NE 14th Street from Hwy 101 to NE Port Drive. The improvements will consists of new sidewalk, curb and gutter for about 1,000 linear feet, 700 feet of new stormwater pipe and a 500 foot extension of the sanitary sewer system.

NE 14th Street is a major collector street with primarily ditches for drainage and narrow shoulders making it very difficult for pedestrians. This project is a segment of the Head to Bay Trail and the plan is to eventually extend this sidewalk along West Devils Lake Road to meet with the trail on SE 22nd Street.

Operational, Budget, and Financial Data

The amount budgeted for the project was $600,000.00 and the Engineer's estimate, after the design was completed was $706,164.00

Public Benefit

Best Value Contracting Method provides opportunities for cost savings by
Allowing the contractor to make changes to meet the project budget.
A Best-Value proposal will additionally benefit the public by allowing the city to take contractor's proposed schedule and traffic control plan into consideration when awarding the bid. This will provide substantial benefit to both the residents & through traffic on NE 14th.

Value Engineering

The Best Value Contracting Method is essentially value engineering. The plans are complete, but this process allows cost saving design changes or substitutions to be identified through constructability reviews. This allow the contractor, at the city's discretion, to implement real-time cost saving strategies up to the construction phase of the project. These beneficial actions by the team will improve design, expedite construction and eliminate the potential for costly change orders.

Specialized Expertise Required

While sidewalks and storm water systems typically do not require expertise outside of ADA right-of-way development, in this case the sidewalk construction will impact 30 property owners with limited setbacks from NE 14th street.
Throughout design and public outreach, discussions with property owners revealed that many did not realize how much of their front yards were actually City right of way.
Property owners have signed temporary construction easements to accommodate the improvements and allow construction to temporarily disturb their properties. This project requires a contractor who can understand the anxiety that property owners experience when construction occurs close to their property. The work will require a contractor who possesses the ability to communicate respectfully and effectively with each resident. The best-value method will allow the city to consider the above criteria and additionally incorporate a contractor's proposed schedule into the contract documents, ensuring the chosen contractor diligently works to meet it.

The City has used the standard design-bid-build method for the last two sidewalk improvement projects

Market Conditions

The Best-value contracting process is a modern construction delivery method used by both public and private organizations. The team is tasked with knowing the latest construction techniques and products. The chose contractor is given the opportunity to incorporate their knowledge of current market conditions, labor and materials availability, and construction methodologies and reduce construction time and costs. The process also allows the construction timing and sequence to be considered.

Technical Complexity

The Project has technical complexities in the project conditions; the work consists of infrastructure construction on a high volume street, in close proximity to existing homes, businesses, and through-traffic.

Competition and Cost Savings

The Best Value method of contracting provides the greatest cost controls for limited budgets and therefore benefits the City. The approach requires the contractor to compete with other proposals and present the most affordable & efficient method of project implementation.

Unlikely to Encourage Favoritism or Diminish Competition

It is unlikely that the process of selecting a contractor through the Best-value method will encourage favoritism in the awarding of the public contract or substantially diminish competition for the public contract. Competition will not diminish because the Design-Build contract will be awarded based on a competitive process, with clearly identified criteria.

Cost Savings

The low-bid process offers a level of certainty to the owner that the initial bid price of the project is the lowest cost; however, if changed conditions are encountered during construction, resulting change orders can have significant cost impacts.

With the Best-Value method, the contractor is required to submit their mark-up percent. The percent mark-up includes the contractor's profit. This allows the contractor a level of certainty and eliminates the motivation for finding ways to increase his profit during construction.

With the Best-Value method, the contractor will be asked to review the plans for constructability & propose improvements where feasible. This allows the contractor a level of control over implementation of the project schedule, reduces change orders, and results in a more accurate project bid.

During proposal submittal, the contractors will provide a traffic control plan, project schedule, and any construction improvements according to the contract documents. This will allow the City to make decisions in the selection process, negotiate on project implementation, and assure that the costs fall within budget.

Additionally, the use of value engineering through cooperation among the contractor and City is essential to the Project delivery. Value engineering will help eliminate change orders and progress delays – benefitting both the city budget and residents affected by the construction. Cost savings will result from consideration of construction timing and sequence, public impact, and constructability are not realized under a low bid process.

Summary

Substantial cost savings and minimizing the are anticipated from the Best-Value approach because decision-making is based on cost effective and informed solutions proposed by contractors with proven project expertise.

Council Communication

Budget Committee Appointments

Meeting Date:	February 8, 2021	Primary Staff Contact:	Jamie Young
Department:	Administration	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	

Appointments to the City Budget Committee are made after the applicants are interviewed by the full City Council. There are four candidates interviewing for three vacancies. Following the interviews, the City Councilors will be asked to cast their "ballot" by typing their choices into the "chat" feature of Zoom.

The City Recorder will read the ballots that are on chat. The Council President will then ask for a motion for appointments to the Budget Committee. If additional ballots are needed, we'll follow the same procedure.

Attachments:
Guadagno Application_Redacted.pdf (PDF)
Lonnon app_Redacted.pdf (PDF)
Oksenholt, Nancy Budget 2021_Redacted.pdf (PDF)
Armstrong, Larry_Budget Committee_Redacted.pdf (PDF)

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- ☐ Arts Committee
- ☑ *Budget Committee
- ☐ Building Board of Appeals
- ☐ Community Sustainability Committee
- ☐ Library Board
- ☐ Open Space Committee
- ☐ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Transient Room Tax Committee
- ☐ Explore Lincoln City Committee

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

NAME:	Ty Guadagno	**DATE:**	01/17/2021
HOME ADDRESS:	[redacted]		
MAILING ADDRESS:			
CITY, STATE, ZIP:	Lincoln City, OR, 97367		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	[redacted]	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: ☑ Yes Length of Time 4yr, 2 mo

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

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

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

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

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

RECEIVED
JAN 25 2021
[redacted]

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

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

I currently work at U.S. Bank as a business banker providing loans, financial advise (3+ years)
Past position as flight operations manager handling annual budgets of 10 million+ (5+ years).
Volunteering locally for SOLVE.

List names of volunteer/work supervisors:

Michael Smith - U.S. Bank
Tina Yeager - U.S. Bank

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

National Science Foundation - NEON Project, Flight Operations Budget Committee.

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

Diana Hinton, Councilor Ward 1, friend.

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

Giving back and supporting my community has become more important in the past 2 years.
Past experience in budgets, review of contracts, contractors, proposals (RFQ & RFP).
Keeping withing budeges and parameters in all jobs. Sworn always to Fudeciary responsibility.

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

Name: Michael Smity - District Manager, U.S. Bank Phone [redacted]

Name: Tina Yeager - Branch Manager, U. S. Bank Phone [redacted]

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

[redacted]

SIGNATURE

01/17/2021
DATE

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

PLEASE READ CAREFULLY BEFORE SIGNING!

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

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

[redacted] 01/17/2021

SIGNATURE **DATE**

Revised 20190129

APPLICATION PACKET – CITY APPOINTED BODIES

Thank you for your interest in volunteering to serve on a Lincoln City Appointed Body. We appreciate your time and look forward to WELCOMING you to our family of volunteers.

This Packet Contains:

1) Committee Member Volunteer application
2) Criminal Background Check Authorization
3) Committee Volunteer Emergency Contact Information Form
4) Lincoln City Municipal Code Chapter 2.06 *(Committee, Board, Commission)*, also located at : https://www.codepublishing.com/OR/LincolnCity/

What We Need From You:

- Thoroughly complete and sign the Application (incomplete applications will not be processed)
- Complete and sign the Criminal Background Check Authorization
  - This will only be used if you are a finalist
  - Only a criminal background check will be conducted (not a credit check)
- Keep the Fair Credit Reporting Act (FCRA) Information Sheet for your reference
- Complete the Appointed Body Information Form
- **Return the completed original signed forms to the City Recorder, City of Lincoln City, PO Box 50 (801 S. Hwy 101), Lincoln City, OR, 97367. *(Note we must have the originals.)***

What You Can Expect From Us:

- The City Recorder will review and notify you if you do not meet the residency requirements, or any other criteria in the code applicable to the Appointive Body.
- The City will conduct criminal background check prior to making any selection decision. If you have any questions about how the background check process works, or what kinds of things could prevent you from serving, please contact Colleen Scanlon, Human Resources Director at 541-996-1201.
- Reference checks will be conducted.
- Appointment from among qualified candidates is made by vote of the Council at a regular City Council meeting.
- You will be notified of the outcome whether you are selected or not.
- We will protect your personal information.

APPLICATION PACKET – CITY APPOINTED BODIES

Thank you for your interest in volunteering to serve on a Lincoln City Appointed Body. We appreciate your time and look forward to WELCOMING you to our family of volunteers.

This Packet Contains:

1) Committee Member Volunteer application
2) Criminal Background Check Authorization
3) Committee Volunteer Emergency Contact Information Form
4) Lincoln City Municipal Code Chapter 2.06 *(Committee, Board, Commission)*, also located at : https://www.codepublishing.com/OR/LincolnCity/

What We Need From You:

- Thoroughly complete and sign the Application (incomplete applications will not be processed)
- Complete and sign the Criminal Background Check Authorization
  - This will only be used if you are a finalist
  - Only a criminal background check will be conducted (not a credit check)
- Keep the Fair Credit Reporting Act (FCRA) Information Sheet for your reference
- Complete the Appointed Body Information Form
- **Return the completed original signed forms to the City Recorder, City of Lincoln City, PO Box 50 (801 S. Hwy 101), Lincoln City, OR, 97367. *(Note we must have the originals.)***

What You Can Expect From Us:

- The City Recorder will review and notify you if you do not meet the residency requirements, or any other criteria in the code applicable to the Appointive Body.
- The City will conduct criminal background check prior to making any selection decision. If you have any questions about how the background check process works, or what kinds of things could prevent you from serving, please contact Colleen Scanlon, Human Resources Director at 541-996-1201.
- Reference checks will be conducted.
- Appointment from among qualified candidates is made by vote of the Council at a regular City Council meeting.
- You will be notified of the outcome whether you are selected or not.
- We will protect your personal information.

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- ☐ Ad Hoc Committee *(Committee Name:_____)*
- ☐ Arts Committee
- ☒ *Budget Committee
- ☐ Building Board of Appeals
- ☐ Community Sustainability Committee
- ☐ Library Board
- ☐ Open Space Committee
- ☐ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Transient Room Tax Committee
- ☐ Visitor and Convention Committee

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

NAME:	FRANCES LONDON	**DATE:**	11/7/20
HOME ADDRESS:	[redacted]		
MAILING ADDRES:	SAME		
CITY, STATE, ZIP:	LINCOLN CITY, OR 97367		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	NONE	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: ☒ Yes Length of Time 5 YR

Do you reside within the Urban Growth Boundary? ☒ Yes Length of Time 5 YR

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

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

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

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

FINANCE DEPARTMENT

NOV 17 2020

CITY OF LINCOLN CITY
LINCOLN CITY OR

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

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

WORKED IN FINACE DEPT @ PAONE CO
HAVE WORKED AS PROJECT MANAGER

List names of volunteer/work supervisors:

MISSY DAVIS
BARBARA HAHN

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

PROJECT MANAGER FOR SEVERAL COMMITTEES

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

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

I THINK MY WORK IN FINANCE DEPARTMENT GIVES ME INSIGHTS TO BUDGETS.

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

Name: BARBARA HAHN Phone: [redacted]

Name: MISSY DAVIS Phone: [redacted]

My signature affirms that all information contained herein is true and correct to the best of my knowledge, and that I understand that any misstatement of fact, or any misrepresentation of credentials may result in this application being disqualified and is cause for removal from any appointed body. Shaded information [redacted] laws.

[redacted] 11/7/20

SIGNATURE **DATE**

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

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	FRANCES L. LONNON
START DATE:	11/7/20
NAME OF COMMITTEE, BOARD, OR COMMISSION:	BUDGET COMMITTEE
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[redacted]
	LINCOLN CITY, OR 97367
MAILING ADDRESS:	SAME
HOME PHONE:	
CELL PHONE:	[redacted]
PERSONAL E-MAIL ADDRESS:	[redacted]

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

DATE:	11/7/20
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

FAIR CREDIT REPORTING ACT (FCRA) DISCLOSURE REGARDING A BACKGROUND INVESTIGATION FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

DISCLOSURE REGARDING "INVESTIGATIVE CONSUMER REPORT" BACKGROUND INVESTIGATION

The City of Lincoln City ("the City") to which you have applied for employment, may request an investigative consumer report about you from a third party consumer reporting agency, in connection with your employment, or application for employment (including independent contractor or volunteer assignments, as applicable).

An "investigative consumer report" is a background report that includes information from personal interviews (except in California, where that term includes background reports with or without information obtained from personal interviews). The most common form of an investigative consumer report in connection with your employment is a reference check through personal interviews with sources such as your former employers and associates, and other information sources. The investigative consumer report may contain information concerning your character, general reputation, personal characteristics or mode of living. You may request more information about the nature and scope of an investigative consumer report, if any, by contacting the City.

You have the right, upon written request made within a reasonable time, to request (1) whether an investigative consumer report has been obtained about you, (2) disclosure of the nature and scope of any investigative consumer report and (3) a copy of your report. These reports will be conducted by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Phone: 1-800-955-5306; www.pinnacleprof.com.** The scope of this disclosure is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of investigative consumer reports throughout the course of your employment to the extent permitted by law.

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

PLEASE READ CAREFULLY BEFORE SIGNING!

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

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

[redacted]
SIGNATURE

11/7/20
DATE

[redacted]
DATE OF BIRTH

CALL ME FOR NUMBER
SOCIAL SECURITY NUMBER

Revised 20190129

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- [ ] Arts Committee
- [x] *Budget Committee
- [ ] Building Board of Appeals
- [ ] Community Sustainability Committee
- [ ] Library Board
- [ ] Open Space Committee
- [ ] Parks and Recreation Board
- [ ] Planning Commission
- [ ] Transient Room Tax Committee
- [ ] Visitor and Convention Committee

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

NAME:	Nancy	**DATE:**	12/ 20
HOME ADDRESS:	[redacted]		
MAILING ADDRESS:	Same		
CITY, STATE, ZIP:	[redacted]		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	[redacted]	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: [x] Yes Length of Time 20+

Do you reside within the Urban Growth Boundary? [x] Yes Length of Time 20+

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

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

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

If yes, please indicate which business you own/manage? [redacted]

APPLICATION PACKET – CITY APPOINTED BODIES

Thank you for your interest in volunteering to serve on a Lincoln City Appointed Body. We appreciate your time and look forward to WELCOMING you to our family of volunteers.

This Packet Contains:

1) Committee Member Volunteer application
2) Criminal Background Check Authorization
3) Committee Volunteer Emergency Contact Information Form
4) Lincoln City Municipal Code Chapter 2.06 *(Committee, Board, Commission)*, also located at : https://www.codepublishing.com/OR/LincolnCity/

What We Need From You:

- Thoroughly complete and sign the Application (incomplete applications will not be processed)
- Complete and sign the Criminal Background Check Authorization
  - This will only be used if you are a finalist
  - Only a criminal background check will be conducted (not a credit check)
- Keep the Fair Credit Reporting Act (FCRA) Information Sheet for your reference
- Complete the Appointed Body Information Form
- **Return the completed original signed forms to the City Recorder, City of Lincoln City, PO Box 50 (801 S. Hwy 101), Lincoln City, OR, 97367. *(Note we must have the originals.)***

What You Can Expect From Us:

- The City Recorder will review and notify you if you do not meet the residency requirements, or any other criteria in the code applicable to the Appointive Body.
- The City will conduct criminal background check prior to making any selection decision. If you have any questions about how the background check process works, or what kinds of things could prevent you from serving, please contact Colleen Scanlon, Human Resources Director at 541-996-1201.
- Reference checks will be conducted.
- Appointment from among qualified candidates is made by vote of the Council at a regular City Council meeting.
- You will be notified of the outcome whether you are selected or not.
- We will protect your personal information.

Revised 20190214

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

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Nancy Oksenholt
START DATE:	2021
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Budget
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[redacted]
	LC, OR 97367
MAILING ADDRESS:	same ↑
HOME PHONE:	[redacted]
CELL PHONE:	
PERSONAL E-MAIL ADDRESS:	[redacted]

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

DATE:	
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

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

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

President - BFEY Backpacks for kids
Director - Angels Anonymous
Director - Willamette Valley Cancer Foundation

List names of volunteer/work supervisors:

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

Budget Committee 3 years
3 non profit boards I serve on

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

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

Continue to monitor the spending of tax dollars.

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

Name: Jerry [redacted] Phone: [redacted]

Name: Jerry [redacted] Phone: [redacted]

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

[redacted] 12-26-2020

SIGNATURE **DATE**

2 of 2 – Application
Revised 20190129

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- ☐ Arts Committee
- ☒ *Budget Committee
- ☐ Building Board of Appeals
- ☐ Community Sustainability Committee
- ☐ Library Board
- ☐ Open Space Committee
- ☐ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Transient Room Tax Committee
- ☐ Visitor and Convention Committee

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

NAME:	J. "LARRY ARMSTRONG	**DATE:**	JAN 6, 2021
HOME ADDRESS:	[redacted]		
MAILING ADDRESS:	↓		
CITY, STATE, ZIP:	LINCOLN CITY, OR		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	541-996-3690	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: ☒ Yes Length of Time 10 yrs +

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

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

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

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

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

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

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	J. Larry Armstrong
START DATE:	JAN 2021
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Budget Commission
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[redacted]
MAILING ADDRESS:	
HOME PHONE:	
CELL PHONE:	
PERSONAL E-MAIL ADDRESS:	

EMERGENCY CONTACT NAME/RELATIONSHIP:	[redacted]
HOME PHONE:	541- 996 3690
CELL PHONE:	[redacted]

DATE:	JAN 6/2020
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

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

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

COLLEGE LAW & TEXTBOOK - SALEMAN 40yr - RETIRED

List names of volunteer/work supervisors:

BECAUSE THIS APPLICATION IS FOR REAPPOINTMENT I LIST ALL ~~APPLICATIONS~~ OF CURRENT BC.

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

BC COMMITTEE - LAST 18 MONTHS

State the name, title and any relationship you have to a City Council member, Commissioner, board member or city employee: NONE (OTHER THAN BC MEMBER)

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

FEEL I DID GOOD JOB - WISH TO CONTINUE

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

Name: STEVE WILSON - FORMER BAY HOUSE OWNER Phone: 541-764-2371

Name: LINDA FRIEDMAN - HAIR STYLE Phone: 541-996-4249

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

[redacted]

SIGNATURE **DATE** 1/06/2021

2 of 2 – Application
Revised 20190129

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

PLEASE READ CAREFULLY BEFORE SIGNING!

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

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

[redacted]

SIGNATURE **DATE**

Revised 20190129

Council Communication

Appointments to Explore Lincoln City Committee - Applicants Laura Joki and Alanna Miel

Meeting Date:	February 8, 2021	Primary Staff Contact:	Jamie Young
Department:	City Council	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	5 minutes

Questions:

Should the City Council approve the re-appointment of Laura Joki for a "LCSD North/City Resident" position on the Explore Lincoln City Committee?

Should the City Council approve the appointment of Alanna Miel for a "Motel / Lodging Operator" position on the Explore Lincoln City Committee?

Staff Recommendation:

Ms. Joki has served on the Explore Lincoln City Committee. Her term expired on November 5, 2020. Councilor Hoagland and Councilor Mark interviewed Ms. Joki via Zoom on December 18, 2020. Councilor Hoagland asked to move Ms. Joki's application forward for consideration of a position on the Explore Lincoln City Committee. Councilor Mark has not provided a recommendation. Ms. Joki qualifies for a "LCSD North/City Resident" position.

Ms. Miel has not served on the Explore Lincoln City Committee. Councilor Casper and Councilor Parsons interviewed Ms. Miel via Zoom on January 6, 2021. Councilor Casper and Councilor Parsons asked to move Ms. Miel application forward for consideration of a position on the Explore Lincoln City Committee. Ms. Miel qualifies for a "Motel/Lodging Operator" position.

Background:

The Explore Lincoln City Committee currently has three (3) vacant positions, including the position left vacant by Ms. Joki's expired previous term. These vacant positions have been advertised.

Council Options:

Review and discuss the recommendation for appointments of Laura Joki and Alanna Miel to the "LCSD North/City Resident" and "Motel / Lodging Operator" positions on the Explore Lincoln City Committee for terms expiring November 5, 2023.

Potential Motions:

1. **I move to appoint Laura Joki and Alanna Miel to the Visitor and Convention Committee for a "Motel / Lodging Operator" position with a three year term. The term expires 11/05/2023.**

Attachments:

Committee applicant-Laura Anne Butler Joki_Redacted.pdf (PDF)
Alanna Miel-Applicant_Redacted.pdf (PDF)

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- ☐ Ad Hoc Committee *(Committee Name:_____)*
- ☐ Arts Committee
- ☐ *Budget Committee
- ☐ Building Board of Appeals
- ☐ Community Sustainability Committee
- ☐ Library Board
- ☐ Open Space Committee
- ☐ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Transient Room Tax Committee
- ☒ Visitor and Convention Committee

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

NAME:	Laura Anne Butlee (Joki)	**DATE:**	10-27-2020
HOME ADDRESS:	[redacted]		
MAILING ADDRES:			
CITY, STATE, ZIP:	Lincoln City, OR 97367		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	[redacted]	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: ☒ Yes Length of Time 9 yrs

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

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

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

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

If yes, please indicate which business you own/manage? Rock Your World LLC

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

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

I have served on this committee last term being elected chair by my fellow committee members. In addition I am a contracted guide for Explore Lincoln City and own a business which serves visitors

List names of volunteer/work supervisors:

Explore Lincoln City Committee elected me chair
Volunteered for OMSI, City of Lincoln City Counselors, I assist Commissioner Claire Hall and run community outreach.

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

Current Chair for Explore Lincoln City Committee

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

Friend of Judy Casper, Aquaintence & friend of Diana Hinton, Assistant to Claire Hall, business partner with planning commissioner

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

I would like to continue to serve as chair as my peers enjoyed me and our meetings were effective & productive

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

Name: Claire Hall Phone: [redacted]

Name: Dave Price Phone [redacted]

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

[redacted] 10-27-2020

SIGNATURE **DATE**

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

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Laura Anne Butler (Joki)
START DATE:	
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Explore Lincoln City
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[redacted]
	Lincoln City, OR 97367
MAILING ADDRESS:	Same
HOME PHONE:	[redacted]
CELL PHONE:	
PERSONAL E-MAIL ADDRESS:	

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

DATE:	10-26-2020
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

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

PLEASE READ CAREFULLY BEFORE SIGNING!

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

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

SIGNATURE	10-31-2020 **DATE**
[redacted] **DATE OF BIRTH**	[redacted] **SOCIAL SECURITY NUMBER**

Revised 20190129

DocuSign Envelope ID: F13F3858-105D-4F2D-9C99-7DBD2A4A8DC8

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- ☐ Ad Hoc Committee *(Committee Name:* Explore Lincoln City Alanna Miel)
- ☐ Arts Committee
- ☐ *Budget Committee
- ☐ Building Board of Appeals
- ☐ Community Sustainability Committee
- ☐ Library Board
- ☐ Open Space Committee
- ☐ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Transient Room Tax Committee
- ☐ Visitor and Convention Committee

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

NAME:	Alanna Miel	**DATE:**	October 5th, 2020
HOME ADDRESS:	[redacted]		
MAILING ADDRES:			
CITY, STATE, ZIP:	Alanna Miel		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	[redacted]	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits:	☒ Yes	Length of Time	10 months
Do you reside within the Urban Growth Boundary?	☒ Yes	Length of Time	10 months
Do you reside within the Lincoln County School District North:	☐ Yes	☒ No	owned for 9 years
Are you a registered voter in Lincoln County?	☒ Yes	☐ No	
Are you a Lincoln City business owner or Manager?	☒ Yes	☐ No	

If yes, please indicate which business you own/manage? Own [redacted], rent 10 others

FINANCE DEPARTMENT

NOV 06 2020

CITY OF LINCOLN CITY
LINCOLN CITY OR

DocuSign Envelope ID: F13F3858-105D-4F2D-9C99-7DBD2A4A8DC8

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

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

As a full time resident, vacation rental owner, and host to more than ten homes in the Olivia Beach community, I am fully immersed in matters related to VRDs and tourism to the region. I also serve on the Board of Host2Host, a hosting advocacy association.

List names of volunteer/work supervisors:

Anne O'neil, Rotary International, Portland Pearl Rotary Club - 503-200-9318
Alan Colley, Host2Host President 2020, 503.407.9794
self-employed since 2015

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

Rotary Club of Dupont Circle; 2013, Portland Pearl Rotary, board member; 2104-16
Host2Host Board Member; 2020-2022; incoming Secretary 2021; Olivia Beach HOA 2020
Founding Board Member ASPEN Comunidad Foundation; 2019

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

Neighbor and property manager for Ed Dreistadt,
professional working relationship with staff in Planning, Finance & Building Dept.

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

As a full time property manager for the only VRD zone in Lincoln City, I am uniquely positioned to know the guest and tourism related information. My goal is to improve standards and relationships related to VRD and to increase reliable tourists to the city.

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

Name: Debi Hertert Phone: [redacted]

Name: Quinton Hamel Phone: [redacted]

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

DocuSigned by: Alanna Miel
AE4E94DFDCDC4AD...

SIGNATURE

7 October 2020
DATE

FINANCE DEPARTMENT
NOV 06 2020
CITY OF LINCOLN CITY
LINCOLN CITY OR

2 of 2 – Application
Revised 20190129

DocuSign Envelope ID: F13F3858-105D-4F2D-9C99-7DBD2A4A8DC8

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

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Alanna Miel
START DATE:	12 October 2020
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Explore Lincoln City
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[redacted]
MAILING ADDRESS:	[redacted]
HOME PHONE:	
CELL PHONE:	[redacted]
PERSONAL E-MAIL ADDRESS:	

EMERGENCY CONTACT NAME/RELATIONSHIP:	Adam Creighton - Husband
HOME PHONE:	
CELL PHONE:	[redacted]

DATE:	12 October 2020
VOLUNTEER SIGNATURE:	DocuSigned by: Alanna Miel AE4E94DEDCDC4AD

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

FINANCE DEPARTMENT
NOV 06 2020
CITY OF LINCOLN CITY
LINCOLN CITY OR

DocuSign Envelope ID: F13F3858-105D-4F2D-9C99-7DBD2A4A8DC8

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

PLEASE READ CAREFULLY BEFORE SIGNING!

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

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

DocuSigned by:
Alanna Miel
AE4E94DFDCDC4AD...

SIGNATURE

12 October 2020

DATE

[redacted]

DATE OF BIRTH

[redacted]

SOCIAL SECURITY NUMBER

FINANCE DEPARTMENT
NOV 06 2020
CITY OF LINCOLN CITY
LINCOLN CITY OR

Revised 20190129

DocuSign Envelope ID: F13F3858-105D-4F2D-9C99-7DBD2A4A8DC8

FAIR CREDIT REPORTING ACT (FCRA) DISCLOSURE REGARDING A BACKGROUND INVESTIGATION FOR A VOLUNTEER POSITION WITH A LINCOLN CITY APPOINTED BODY

DISCLOSURE REGARDING "INVESTIGATIVE CONSUMER REPORT" BACKGROUND INVESTIGATION

The City of Lincoln City ("the City") to which you have applied for employment, may request an investigative consumer report about you from a third party consumer reporting agency, in connection with your employment, or application for employment (including independent contractor or volunteer assignments, as applicable).

An "investigative consumer report" is a background report that includes information from personal interviews (except in California, where that term includes background reports with or without information obtained from personal interviews). The most common form of an investigative consumer report in connection with your employment is a reference check through personal interviews with sources such as your former employers and associates, and other information sources. The investigative consumer report may contain information concerning your character, general reputation, personal characteristics or mode of living. You may request more information about the nature and scope of an investigative consumer report, if any, by contacting the City.

You have the right, upon written request made within a reasonable time, to request (1) whether an investigative consumer report has been obtained about you, (2) disclosure of the nature and scope of any investigative consumer report and (3) a copy of your report. These reports will be conducted by **Pinnacle Investigations, 920 North Argonne Road, Suite 200, Spokane Valley, WA, 99212; Phone: 1-800-955-5306; www.pinnacleprof.com.** The scope of this disclosure is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of investigative consumer reports throughout the course of your employment to the extent permitted by law.

FINANCE DEPARTMENT
NOV 06 2020
CITY OF LINCOLN CITY
LINCOLN CITY OR

Council Communication

Appointment to Parks and Recreation Board - Applicants Barbara Hahn & Jane Mulholland

Meeting Date:	February 8, 2021	Primary Staff Contact:	Jamie Young
Department:	City Council	E-Mail:	JYoung@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	5 minutes

Question:

Should the City Council approve the re-appointment of Barbara Hahn and appointment of Jane Mulholland for "City Resident" positions on the Parks and Recreation Board?

Staff Recommendation:

Ms. Hahn has served on the Parks and Recreation Board- her term expired at the end of December 2020. Councilor Hinton and Councilor Parsons interviewed Ms. Hahn via Zoom on January 27, 2021. Both Councilor Hinton and Councilor Parsons independently asked to move Ms. Hahn's application forward for consideration of a position on the Parks and Recreation Board. Ms. Hahn qualifies for a "City Resident" position.

Ms. Mulholland has not served on the Parks and Recreation Board. Councilor Hinton and Councilor Parsons interviewed Ms. Mulholland via Zoom on January 29, 2021. Both Councilor Hinton and Councilor Parsons independently asked to move Ms. Mulholland's application forward for consideration of a position on the Parks and Recreation Board. Ms. Mulholland qualifies for a "UGB/Outside City/LCSD-North" position as a City Resident.

Background:

The Parks and Recreation Board currently has two (2) vacant positions- one vacant position, and one position that expired at the end of December 2020 (Ms. Hahn).

Council Options:

Review and discuss the recommendation for re-appointment of Barbara Hahn to the "City Resident" position on the Parks and Recreation Board for a term expiring December 31, 2023.

Review and discuss the recommendation for appointment of Jane Mulholland to the "UGB/Outside City/LCSD-North" position on the Parks and Recreation Board for a term expiring December 31, 2023.

Potential Motions:

1. **I move to re-appoint Barbara Hahn to the Parks and Recreation Board for a "City Resident" position with a three year term. The term expires December 31, 2023 and appoint Jane Mulholland to the Parks and Recreation Board for a "City Resident" position with a three year term. The term expires December 31, 2023.**

Attachments:
Hahn Application_Redacted.pdf (PDF)
Mulholland, Jane_Parks and Rec_Redacted.pdf (PDF)

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- ☐ Ad Hoc Committee *(Committee Name:_____)*
- ☐ Arts Committee
- ☐ *Budget Committee
- ☐ Building Board of Appeals
- ☐ Community Sustainability Committee
- ☐ Library Board
- ☐ Open Space Committee
- ☑ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Transient Room Tax Committee
- ☐ Visitor and Convention Committee

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

NAME:	Barbara Hahn	**DATE:**	11/30/2020
HOME ADDRESS:	[redacted]		
MAILING ADDRES:	Same		
CITY, STATE, ZIP:	Lincoln City OR 97367		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	—	**CELL PHONE:**	[redacted]

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: ☑ Yes Length of Time 6 yrs

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

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

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

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

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

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

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

Aside from my current position on this board, I am an Oregon Master Naturalist, volunteer at Hatfield Marine Science Center, lead estuary tours at Yaquina bay. I am a lifelong outdoors person, mainly camping and hiking (no hunting) and participate in citizen science – currently Oregon Season Tracker

List names of volunteer/work supervisors:

Jeanne Sprague
Renee Fowler

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

I have been a Lincoln City Parks & Recreation board member for the past 3 years (2018 through 2020)

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

None

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

I am excited about the direction of the current board and highly respect the P&R director and board members. We are moving toward improving the number of and amenities in our city parks and creation of a much needed teen center.

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

Name: Renee Fowler Phone: [redacted]

Name: Kellie Pearse Phone: [redacted]

[redacted].com

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

[redacted] 12/05/2020

SIGNATURE **DATE**

2 of 2 – Application
Revised 20190129

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

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Barbara Hahn
START DATE:	Jan 1, 2021
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Parks + Recreation
CITY STAFF REPRESENTATIVE:	Jeanne Sprague
HOME ADDRESS:	[redacted]
	Lincoln City OR 97367
MAILING ADDRESS:	Same
HOME PHONE:	—
CELL PHONE:	[redacted]
PERSONAL E-MAIL ADDRESS:	[redacted]

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

DATE: 11/30/2020	
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

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

PLEASE READ CAREFULLY BEFORE SIGNING!

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

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

[redacted]
SIGNATURE

12/05/2020
DATE

[redacted]
DATE OF BIRTH

[redacted]
SOCIAL SECURITY NUMBER

Revised 20190129

CITY OF LINCOLN CITY
Committee / Board / Commission Application

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

- ☐ Ad Hoc Committee *(Committee Name:_____)*
- ☐ Arts Committee
- ☐ *Budget Committee
- ☐ Building Board of Appeals
- ☐ Community Sustainability Committee
- ☐ Library Board
- ☐ Open Space Committee
- ☒ Parks and Recreation Board
- ☐ Planning Commission
- ☐ Transient Room Tax Committee
- ☐ Visitor and Convention Committee

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

NAME:	Jane L. Mulholland	**DATE:**	11-10-20
HOME ADDRESS:	[redacted]		
MAILING ADDRES:	same		
CITY, STATE, ZIP:	Lincoln City, OR 97367		
E-MAIL ADDRESS:	[redacted]		
HOME PHONE:	[redacted]	**CELL PHONE:**	same

RESIDENCY AND SPECIFIC ELIGIBILITY CRITERIA

Do you reside within the City limits: ☒ Yes Length of Time 4+ yrs.

Do you reside within the Urban Growth Boundary? ☒ Yes Length of Time 4+ yrs.

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

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

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

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

FINANCE DEPARTMENT

NOV 17 2020

CITY OF LINCOLN CITY
LINCOLN CITY OR

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

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

- Communications Director - Lincoln City Pickleball Club
- Echo Mt. Distribution Center volunteer
- Co-founder - Mexico Mission Team - 20 years

List names of volunteer/work supervisors:

Kelly Ellis, Lincoln City Young Life Coordinator - for Echo Mt. Distribution Center work

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

My background is education. I am a retired School for the Deaf Supt. I have been on numerous boards and advisory committees during my 45 year career.

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

-0-

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

I am a frequent user of the Parks and Rec. program and facilities in Lincoln City. I am interested in giving back to the City and to supporting this important service.

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

Name: Kelly Ellis Phone: [redacted]

Name: Dr. Jerry Flaming Phone: [redacted]

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

[redacted] 11/10/20

SIGNATURE **DATE**

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

COMMITTEE VOLUNTEER EMERGENCY CONTACT INFORMATION FORM

FULL NAME:	Jane Luree Mulholland
START DATE:	Available immediately
NAME OF COMMITTEE, BOARD, OR COMMISSION:	Parks + Rec Advisory Bd.
CITY STAFF REPRESENTATIVE:	
HOME ADDRESS:	[redacted]
MAILING ADDRESS:	Same
HOME PHONE:	—
CELL PHONE:	[redacted]
PERSONAL E-MAIL ADDRESS:	[redacted]

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

DATE:	11-10-20
VOLUNTEER SIGNATURE:	[redacted]

ALL PERSONAL INFORMATION WILL BE KEPT STRICTLY CONFIDENTIAL

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

PLEASE READ CAREFULLY BEFORE SIGNING!

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

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

[redacted] 11-10-20

SIGNATURE **DATE**

[redacted] [redacted]

DATE OF BIRTH **SOCIAL SECURITY NUMBER**

Council Communication

Motion regardiing permit to use City Park Facility space.

Meeting Date:	February 8, 2021	Primary Staff Contact:	Richard Appicello
Department:	City Attorney	E-Mail:	RAppicello@lincolncity.org
Secondary Dept:	Parks and Recreation	Secondary Contacts:	Ronald Chandler
Approval:	Ronald F Chandler	Estimated Time:	5 Minutes

Question:

Should the City Council direct staff to follow, without exception or discrimination, LCMC Chapter 12.16 as regards authorized exclusive use of City Park Facility spaces?

Staff Recommendation:

Staff recommends the Council direct staff to follow the law without exception.

Authority:

LCMC Chapter 12.16. Statutes regarding prohibitions on discrimination in the provision of public facilities and services.

Background:

City Council recently discussed at a work session the long time use of a portion of the City Community Center by the Lincoln City Senior Center Inc., a not-for-profit organization. The organization does not have a license, permit, lease, or other contract entitling the organization to exclusive use of a portion of the building. The practice has simply been allowed to continue.

City facilities are first reserved for City run programs. However, when city facilities are not being used they can be rented. In 2014, the City updated City parks regulations. The regulations allow for exclusive use permits for rental of city facilities. The permit process is nondiscriminatory and available to for-profit and not-for-profit groups for a fee. However, the park facility must have a rental rate established to be eligible for exclusive use permitting.

While demand for rental of indoor and outdoor parks and recreation facilities dropped for obvious reasons due to the pandemic, typically demand is high for space. For-profit

and not for profit groups are often in competition. The Council has determined, that it will not allow issuance of exclusive use permits for indoor and outdoor city facilities that do not have rental rates established. The City administers the permit process for rental of indoor and outdoor public spaces on a non-discriminatory basis, that is, we do not discriminate in permitting decisions based upon characteristics like race, sex, national origin, age, gender identity, or physical disability.

Since the regulations were established the Parks Department has worked to bring groups into compliance. For example, for a long time, a number of leagues simply used city park facilities, including concession stands, as if these public facilities were owned by the groups. City staff brought these groups gradually into compliance with established regulations, so that now, such leagues obtain exclusive use permits, with requisite permit protections, indemnities, insurances and payment of fees and charges (as established by Council resolution). The occupants of the Senior Center appear to be the sole remaining group needing to be brought into compliance with the law.

It is contrary to the Oregon Constitution for government to simply give city funds or resources to individuals or corporations. There are certain exceptions, one of which is the donation of public funds or resources to other governmental entities or to not-for profit entities. Except for disposition of public property following findings and processes identified in state law (e.g. Helping Hands conveyance), donations of public funds or resources to a not-for-profit entity is generally discussed and budgeted during the annual local budget process.

If the City Council desires to annually budget for, and donate the cost of (for example - room rental) by a not-for-profit entity, Council must first establish the rental amount in Council Resolution (subject to public comment), and then address the donation in the budget process. This tie to the budget process generally guarantees that a not-for-profit is actually maintained its non-profit status, operating in the public interest, and is providing actual services to the community (that is, it is not simply functioning a private club).

Council Options:

The City Council should direct staff to enforce the ordinance and work with the Lincoln City Senior Center Inc., to obtain compliance.

Potential Motions:

I move to direct staff to enforce the existing parks regulations as relates to exclusive use of park facilities. If compliance is not achieved by April 30, 2021, the City Manager and City Attorney are directed to enforce the ordinance.

Council Communication

Spyglass Pump Station Construction Award

Meeting Date:	February 8, 2021	Primary Staff Contact:	Lila Bradley
Department:	Public Works	E-Mail:	LBradley@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	10 minutes

Question:
Should the City Council award the Spyglass Pump Station construction contract be to Bateson Enterprise, LLC. in the amount of $399,998.00 with a construction contingency of $39,999.00 (10 percent of bid amount) for a total amount of $439,997.00.

Staff Recommendation:
Staff recommends the City Council award the Spyglass Pump Station construction contract be to Bateson Ent. in the amount of $399,998.00 with a construction contingency of $39,999.00 (10 percent of bid amount)) for a total amount of $439,997.00.

Authority:

LCMC Chapter 2.05.(Public Contracting) LCMC 2.05.110 (Public Improvements competitive bidding)

Background:
Spyglass Pump Station is located along SE Spyglass Ridge Drive, north of SE High School Drive. The pump station is old and is in need of upgrading to current standards. On November 25, 2019 Council approved a design contract with HBH Consulting Engineers, Inc. to design the pump station upgrade for $61,990.00.

This project includes installing new submersible pumps with new controls, a flow meter and a standby generator.

Bids
Public Works Department advertised the project for bid on January 5 & 6, 2021. The City Public Works Department opened bids for the project on January 28, 2021. Eight bids were received:

Bidder	Bid Amount

Bateson Enterprises, LLC	$399,989.00
Cascade Waterworks, LLC	$427,895.17
Fackler Construction	$466,787.00
Pacific Excavation	$499,530.00
K&E Excavation	$514,080.00
Laskey-Clifton Corp	$526,075.00
Trenchline Excavation	$598,000.00
Emery & Sons	$613,050.00

The lowest responsive and responsible bidder was Bateson Enterprise, LLC. in the amount of $399,998.00.

Financial Impact
This project was approved in the FY20-21 budget, Sewer Capital Fund. The budgeted amount for construction was $400,000.00. The low bid including contingency is $439,997.00. The additional $40,000.00 (if needed) would come from Sewer Contingency.

The following table shows design costs incurred in FY2019-21 and the estimated cost to construct and complete the project in FY2019-21.

Item	Project Cost in FY2019-21	Estimated Cost to Complete FY2019-21
Engineering Design and Construction Management	$47,588.00	$14,402.00
Surveying	$2,665.00	NA
Bid Advertise	$574.18	$250.00
Bureau of Labor and Industries		$3,999.98
Construction Bid		$399,998.00
Art (1/2 of one percent of the construction bid)		$1,999.99
Construction Contingency		$39,999.00
Total	$50,827.18	$460,648.97

Council Options

The Council may approve the construction award.
The Council may not approve the construction award.

Potential Motions:
Move to award the Spyglass Pump Station construction contract to Bateson Enterprises, LLC in the amount of $399,998.00 with a construction contingency of $39,999.00 (10 percent of bid amount)) for a total amount of $439,997.00.

Move to not approve the construction contract.

Attachments:
Bid Results (PDF)

BID TAB

	Spyglass Pump Station			Engineer's Estimate		Bateson Enterprises, LLC		Cascade Waterworks LLC	
	ITEMS	**QUANTITY**	**UNIT**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
	Sidewalk Bid Items								
1	Mobilization	1	LS	$40,000.00	$40,000.00	$32,639.00	$32,639.00	$1,214.40	$1,214.40
2	Erosion Control	1	LS	$1,500.00	$1,500.00	$2,000.00	$2,000.00	$1,267.54	$1,267.54
3	Bypass Pumping	1	LS	$20,000.00	$20,000.00	$16,700.00	$16,700.00	$26,561.14	$26,561.14
4	Demolition	1	LS	$7,500.00	$7,500.00	$15,000.00	$15,000.00	$5,048.34	$5,048.34
5	Clean & Grubbing	1	LS	$4,000.00	$4,000.00	$1,900.00	$1,900.00	$1,462.04	$1,462.04
6	Site Work (bollards, concrete pad & driveway, grading, gravel surfacing)	1	LS	$14,000.00	$14,000.00	$25,000.00	$25,000.00	$18,472.51	$18,472.51
7	Yard Piping (4" DIP & Fittings) including ByPass Pumping Connection	1	LS	$16,000.00	$16,000.00	$17,000.00	$17,000.00	$21,438.88	$21,438.88
8	Fence & Gates	130	FT	$75.00	$9,750.00	$69.23	$9,000.00	$135.37	$17,598.10
9	Valve Vault & Assembly (vault, pipe, check valve, plug valve, pressure senson & gage, drain pipe, hatch, sump, etc.)	1	LS	$35,000.00	$35,000.00	$21,800.00	$21,800.00	$31,909.15	$31,909.15
10	Flow Meter MH & Assembly (manhole, meter, drain piping, ladder, hatch, sump, pipe, fittings, etc.)	1	LS	$22,500.00	$22,500.00	$15,150.00	$15,150.00	$18,311.91	$18,311.91
11	Plug Valve (4:)	2	EA	$3,000.00	$6,000.00	$2,500.00	$5,000.00	$1,407.63	$2,815.26
12	Plug Valve (6")	1	EA	$3,500.00	$3,500.00	$3,000.00	$3,000.00	$1,940.53	$1,940.53
13	Gate Valve Insertion (6")	1	EA	$10,000.00	$10,000.00	$11,100.00	$11,100.00	$9,404.00	$9,404.00
14	Painting & Sealing	1	LS	$8,000.00	$8,000.00	$2,000.00	$2,000.00	$3,500.00	$3,500.00
15	Rehab Existing Wetwell (hatch & vent)	1	LS	$12,000.00	$12,000.00	$7,500.00	$7,500.00	$12,944.42	$12,944.42
16	Installing Pre-Cast Concrete Extension Over Existing Wetwell	1	LS	$6,000.00	$6,000.00	$1,500.00	$1,500.00	$11,140.51	$11,140.51
17	Purchase & Install Pumps & Components	1	LS	$40,000.00	$40,000.00	$26,000.00	$26,000.00	$28,050.00	$28,050.00
18	Mechanical	1	LS	$3,500.00	$3,500.00	$14,000.00	$14,000.00	$34,791.48	$34,791.48
19	Domestic Water Piping	1	LS	$4,000.00	$4,000.00	$5,000.00	$5,000.00	$8,348.62	$8,348.62
20	Shelter for Controls & Electrical Equipment	1	LS	$10,000.00	$10,000.00	$16,000.00	$16,000.00	$18,355.77	$18,355.77
21	PCP, Primex Controller & Mission	1	LS	$34,000.00	$34,000.00	$26,000.00	$26,000.00	$21,175.00	$21,175.00
22	Wetwell Junction Box Panel/Stand	1	LS	$10,000.00	$10,000.00	$23,000.00	$23,000.00	$16,830.00	$16,830.00
23	Ultrasonic Level Senson	1	LS	$2,000.00	$2,000.00	$3,500.00	$3,500.00	$1,622.50	$1,622.50
24	Meter Base & Breaker Panel	1	LS	$7,000.00	$7,000.00	$8,500.00	$8,500.00	$4,272.20	$4,272.20
25	Generator	1	LS	$35,000.00	$35,000.00	$38,000.00	$38,000.00	$38,575.25	$38,575.25
26	Ajutomatic Transfer Switch	1	LS	$7,000.00	$7,000.00	$11,000.00	$11,000.00	$3,569.11	$3,569.11
27	New PP&L Transformer & Service Vault	1	LS	$24,000.00	$24,000.00	$8,700.00	$8,700.00	$6,000.00	$6,000.00
28	Conduit Under Paved Road	1	LS	$5,000.00	$5,000.00	$12,000.00	$12,000.00	$6,490.00	$6,490.00
29	Electrical	1	LS	$20,000.00	$20,000.00	$22,000.00	$22,000.00	$54,786.51	$54,786.51
	Total				$417,250.00		**$399,989.00**		**$427,895.17**

BID TAB

Fackler Construction		Pacific Excavation		K&E Excavation		Laskey-Clifton Corp		Emery & Sons		Trenchline Excavation	
UNIT PRICE	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
$9,787.00	$9,787.00	$45,000.00	$45,000.00	$50,000.00	$50,000.00	$51,790.00	$51,790.00	$54,000.00	$54,000.00	$59,000.00	$59,000.00
$5,600.00	$5,600.00	$850.00	$850.00	$2,800.00	$2,800.00	$2,225.00	$2,225.00	$75,000.00	$75,000.00	$2,000.00	$2,000.00
$42,800.00	$42,800.00	$41,000.00	$41,000.00	$35,500.00	$35,500.00	$35,500.00	$35,500.00	$70,000.00	$70,000.00	$35,000.00	$35,000.00
$13,800.00	$13,800.00	$14,000.00	$14,000.00	$7,400.00	$7,400.00	$14,105.00	$14,105.00	$15,000.00	$15,000.00	$3,500.00	$3,500.00
$6,100.00	$6,100.00	$2,500.00	$2,500.00	$4,300.00	$4,300.00	$1,560.00	$1,560.00	$6,000.00	$6,000.00	$6,000.00	$6,000.00
$49,700.00	$49,700.00	$35,000.00	$35,000.00	$25,750.00	$25,750.00	$16,100.00	$16,100.00	$17,000.00	$17,000.00	$32,000.00	$32,000.00
$34,000.00	$34,000.00	$19,500.00	$19,500.00	$21,000.00	$21,000.00	$10,000.00	$10,000.00	$20,000.00	$20,000.00	$14,000.00	$14,000.00
$150.00	$19,500.00	$136.00	$17,680.00	$146.00	$18,980.00	$142.30	$18,499.00	$140.00	$18,200.00	$92.00	$11,960.00
$27,800.00	$27,800.00	$24,000.00	$24,000.00	$21,100.00	$21,100.00	$23,362.00	$23,362.00	$21,000.00	$21,000.00	$28,000.00	$28,000.00
$21,600.00	$21,600.00	$15,500.00	$15,500.00	$12,900.00	$12,900.00	$12,386.00	$12,386.00	$16,000.00	$16,000.00	$15,000.00	$15,000.00
$1,550.00	$3,100.00	$1,500.00	$3,000.00	$2,400.00	$4,800.00	$1,554.00	$3,108.00	$1,500.00	$3,000.00	$1,515.00	$3,030.00
$1,900.00	$1,900.00	$2,000.00	$2,000.00	$4,000.00	$4,000.00	$1,940.00	$1,940.00	$1,650.00	$1,650.00	$1,875.00	$1,875.00
$12,600.00	$12,600.00	$9,000.00	$9,000.00	$11,200.00	$11,200.00	$10,800.00	$10,800.00	$10,500.00	$10,500.00	$14,500.00	$14,500.00
$6,300.00	$6,300.00	$7,000.00	$7,000.00	$20,150.00	$20,150.00	$9,650.00	$9,650.00	$15,000.00	$15,000.00	$9,500.00	$9,500.00
$1,100.00	$1,100.00	$7,000.00	$7,000.00	$4,700.00	$4,700.00	$7,222.00	$7,222.00	$18,500.00	$18,500.00	$6,000.00	$6,000.00
$7,800.00	$7,800.00	$5,000.00	$5,000.00	$7,900.00	$7,900.00	$15,200.00	$15,200.00	$17,000.00	$17,000.00	$12,000.00	$12,000.00
$33,500.00	$33,500.00	$40,500.00	$40,500.00	$37,950.00	$37,950.00	$75,000.00	$75,000.00	$32,000.00	$32,000.00	$45,000.00	$45,000.00
$7,400.00	$7,400.00	$36,000.00	$36,000.00	$8,500.00	$8,500.00	$24,900.00	$24,900.00	$13,950.00	$13,950.00	$35,000.00	$35,000.00
$5,500.00	$5,500.00	$6,000.00	$6,000.00	$5,500.00	$5,500.00	$6,556.00	$6,556.00	$1,750.00	$1,750.00	$9,000.00	$9,000.00
$16,100.00	$16,100.00	$28,000.00	$28,000.00	$17,800.00	$17,800.00	$43,040.00	$43,040.00	$49,500.00	$49,500.00	$82,000.00	$82,000.00
$28,500.00	$28,500.00	$26,000.00	$26,000.00	$26,000.00	$26,000.00	$26,900.00	$26,900.00	$25,250.00	$25,250.00	$26,000.00	$26,000.00
$13,700.00	$13,700.00	$23,000.00	$23,000.00	$21,000.00	$21,000.00	$22,300.00	$22,300.00	$22,000.00	$22,000.00	$20,000.00	$20,000.00
$3,600.00	$3,600.00	$4,000.00	$4,000.00	$2,000.00	$2,000.00	$3,440.00	$3,440.00	$4,000.00	$4,000.00	$2,000.00	$2,000.00
$8,600.00	$8,600.00	$8,000.00	$8,000.00	$5,700.00	$5,700.00	$8,092.00	$8,092.00	$7,500.00	$7,500.00	$9,500.00	$9,500.00
$40,400.00	$40,400.00	$39,000.00	$39,000.00	$39,200.00	$39,200.00	$40,214.00	$40,214.00	$46,000.00	$46,000.00	$51,000.00	$51,000.00
$11,200.00	$11,200.00	$5,000.00	$5,000.00	$8,900.00	$8,900.00	$10,405.00	$10,405.00	$4,250.00	$4,250.00	$5,000.00	$5,000.00
$6,600.00	$6,600.00	$12,000.00	$12,000.00	$7,550.00	$7,550.00	$11,095.00	$11,095.00	$14,250.00	$14,250.00	$10,000.00	$10,000.00
$12,900.00	$12,900.00	$13,000.00	$13,000.00	$11,350.00	$11,350.00	$8,786.00	$8,786.00	$5,500.00	$5,500.00	$4,000.00	$4,000.00
$15,300.00	$15,300.00	$11,000.00	$11,000.00	$70,150.00	$70,150.00	$11,900.00	$11,900.00	$9,250.00	$9,250.00	$46,135.00	$46,135.00
	$466,787.00		**$499,530.00**		**$514,080.00**		**$526,075.00**		**$613,050.00**		**$598,000.00**

Council Communication

Fireworks Management Plan

Meeting Date:	February 8, 2021	Primary Staff Contact:	Jerry Palmer
Department:	Police	E-Mail:	JPalmer@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	30 Minutes

Question:

What is the council's goal in increasing fireworks enforcement?

What measurements will be used to determine if our enforcement efforts have been successful?

What additional enforcement options does the Council want to deploy to help improve the chances of reaching their goal of reducing or eliminating the use of illegal fireworks in the city over 4th of July or other holidays?

Background:

Lincoln City Police, for many years, has mandated all of our sworn staff as well as other personnel to work the 4th of July. Every available officer is deployed throughout the city to assist investigating firework complaints, as well as cover all other calls for police services.

In 2020 we deployed a total of 33 persons for the 4th of July event, including 1 LCPD Reserve Officer, 2 Toledo PD Officers, 2 Parole and Probation Officers, 3 911 Dispatchers, and our Evidence Tech. (See attached after action report.)

3 ATV's were deployed for beach patrol for Taft/Nelscott, South of D River and North of D River.

Historically, LCPD has used foot patrols and beach rigs in an attempt to identify users of illegal fireworks, make contact, seize illegal fireworks, and issue warnings. If the violator cooperated, warnings were used in order to keep the patrols moving as quickly as possible to the next complaint or observed violation.

In 2020, in response to direction from Council, we attempted to issue citations for illegal fireworks. We did issue 9 citations, however our enforcement efforts were interrupted by a serious incident involving two large parties at Spanish Head. We encountered 9 hostile males, arresting 7. This incident pulled all but about 4 of our deployed officers to the scene to safely manage the incident, which took until well after mid-night to resolve.

Ed Dreisdadt and the Explore Lincoln City team has worked hard with LCPD, NLFR, and Oregon State Fire Marshalls office to create information flyers, advertisement and social media messages in a "Keep it Safe, Keep it Legal" campaign. This information has been sent and/or hand distributed to all short term rental properties, management companies and apartment complexes in town in an attempt to get our visitors and residents to voluntarily comply with NOT bringing or using illegal fireworks in town. (See examples in the attachment.)

In spite of these efforts, illegal fireworks continue to be a source of frustration and complaints from some of Lincoln City's residents, particularly in the Roads End area.

LCPD it literally deploying every resource currently available to the field on the 4th of July. The fireworks tend to ramp up as it gets dark. After dark it becomes very difficult to identify the specific individual who is lighting off illegal fireworks, in order to make an arrest. Additionally, any unexpected emergency, such as a serious crash, fight in progress, robbery, or issues like the near riot from last year, can rapidly deplete available personnel from fireworks enforcement.

Lincoln City has 7 miles of beach, and at least 39 beach access points. The city fills with tens of thousands of visitors. Although the majority of illegal fireworks are set off on the beach, we have many being set off in residential areas around town throughout the holiday as well. As hard as they try, 33 of us will not ever be able to cover all of the ground.

Also remember, we only deploy this amount of staff on the afternoon of the 4th of July. On the other days, surrounding this holiday we only have 4 or 5 officers on patrol per shift, if we are fully staffed and no one is out sick or on leave.

2020 Enforcement Plan

This year LCPD will continue toward issuing more citations for illegal fireworks. It needs to be noted that making arrests will slow down officer's movement as they will need to carefully document their case for documentation, evidence management and reporting.

I am asking Council for their guidance as to what other resources they feel can be brought to bear on this issue.

I have attached a quote from TCB Security for the possibility of hiring private uniformed security to staff some of our beach access points. TCB has limited personnel and I was told they might be able to hire 5. It would need to be determined what their role would be over and above being a visible presence and educating beach goers about the laws.

There are also significant legal protections for citizens regarding search and seizure that limit an officer's ability to look into anyone's belongings for illegal contraband of any kind.

I believe, if the City wants to see significant reduction of illegal fireworks in town, we will have to obtain help on a more global scale from the County and State in figuring out how to reduce or eliminate access to illegal fireworks. I do not anticipate either the State or County to have any additional patrol resources to deploy to Lincoln City.

Council Options:

Some possible options:

1. Have LCPD continue to operate under current plans, deploying all available resources on 4th of July. Direct officers to issue citations for illegal fireworks.

2. Direct LCPD to expend additional overtime to deploy extra officers over other days and shifts surrounding the holiday period.

3. Contract with private security firms to hire uniformed security presence at some or all of our beach access points for the periods of time Council determines their presence is needed.

4. Council could reach out to State and County governments for additional resources and assistance in finding more global ways to prevent illegal fireworks from being purchased and brought into our state and communities.

Financial Impact

Unknown, depending on what additional resources we are willing to obtain.

Potential Motions:

Attachments:
CheatSheet Fourth of July 2020 (DOC)
2020 Fireworks Social Media Copy LCPD (DOCX)
2020July4 after action Summary (DOCX)
TCB City of Lincoln City 2021 Hourly Rate (PDF)

Determine if Cite Necessary: (LCPD Team Member take charge of case & citation)

< $1000.00 worth of Fireworks = **Warning & Seizure**

> $1000.00 worth of Fireworks and/or actions that create undue risk to public = **Citation & Seizure**

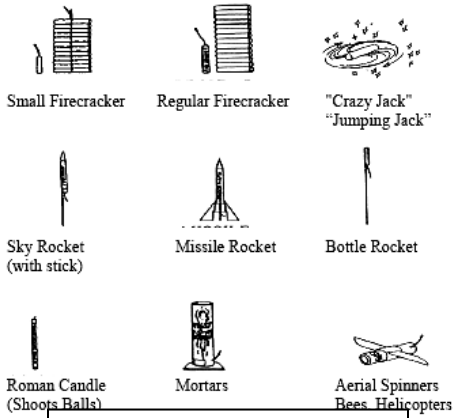
If Cite is to be issued:

1. Photograph Suspect with Fireworks at Scene
2. Complete and Issue Citation into LC Muni-Court
3. Photograph Seized Fireworks for Evidence.com
4. Complete Detailed CAD notes
5. Arrange for Fireworks Pick-up (Mara, ATV or Patrol)

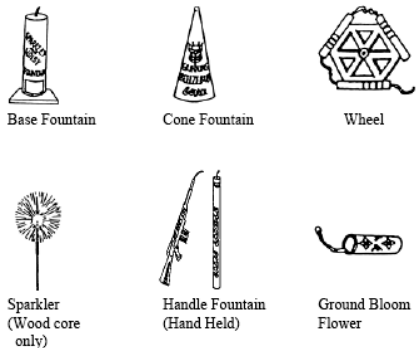
Applicable State Statutes:

ORS 480.120	Unlawful Sale/Possession of Fireworks (Class B Misd)
ORS 164.315	Arson I /II (Class A/C Felony)
ORS 164.335	Reckless Burning (Class A Misd)
ORS 164.365	Criminal Mischief 1 (Class C Felony)
ORS 166.384	Manufacture of a Destructive Device (Class C Felony)
ORS 166.382	Possession of a Destructive Device (Class C Felony)

ILLEGAL FIREWORKS



LEGAL FIREWORKS



MARIJUANA State Statutes:

Using marijuana in public place	B Viol	ORS 475B.381
Unlawful possession of marijuana Person under 21	B Viol	ORS 475B.341
Use of marijuana in a motor vehicle While on highway	B Viol	ORS 811.482
Proving false identification of age	A Misd	ORS 475B.321
Providing to visibly intoxicated person	A Misd	ORS 475B.329
Allowing consumption by minor on prop	A Misd	ORS 475B.329

Court Dates

Lincoln City Municipal Court
08/11/20 @ 9:00 a.m.
Lincoln County Circuit Court
09/14/20 @ 8:30 a.m.

City Park Regulations

12.16.040 Smoking prohibited - $660.00
12.16.050 Alcohol prohibited - $660.00
12.16.035 Fireworks and explosives - $660.00

General Municipal Codes

9.08.030 Urination or defecation in public places - B Misdemeanor
9.08.050 Overnight camping on public property - E Viol, $70; or w/previous cite in last 90 days - C Viol, $165
9.28.170 Consumption of liquor in public place prohibited (Street/Alley/Public Road) $200.00

FIREWORKS POSSESSION MAY BE CITED AS A CLASS B VIOLATION UNDER MUNICIPAL CODE: "LCMC9.04.010.C./ORS 480.120 & ORS 480.990 Prohibited Fireworks" (Cite into Municipal Court) Class B Vio, $265 presumptive fine

-OR-

CLASS B MISD UNDER ORS: Unlawful Sale/Possession of Fireworks 480.120/480.990 (Cite into Circuit Court)

4th of July Chain of Command

1. **Lincoln City Police Department Chief of Police**
   Jerry Palmer - 500 **541-921-2127**
2. **Event Supervisor**
   Sgt. Winn - 503 **541-364-1010**
3. **Road's End Area**
   Sgt. Weaver - 504 **541-351-0018**
4. **Night Shift Supervisor**
   Sgt. Bomar - 505 **541-364-1016**
5. **Operations Support**
   Lt. Broderick – 501 **541-992-3226**

Evidence/fireworks handling: Ev Tech Young 543 **541-321-3962**
Code Vio./Fireworks pick up: CE Grabenhorst 541 **541-921-5812**

Social Media Copy – LCPD Channels

****Primary Message: Keep it legal, keep it safe.****

Message 1
In Oregon, some, but not all consumer fireworks are legal. Legal fireworks include cone fountains, cylindrical fountains, flitter sparklers, ground spinners, illuminating torches, and other similar items. #KeepItLegalKeepItSafe

Message2
#KeepItLegalKeepItSafe this Independence Day. Oregon law prohibits possession, use, or sale of any firework that flies into the air, explodes, or travels more than 12 feet horizontally on the ground, without a permit issued by the Oregon State Fire Marshall.

Message 3
If you're celebrating Independence Day in Lincoln City, #KeepItLegalKeepItSafe by purchasing your fireworks in Oregon from an approved retailer.

Message 4
Use the four B's of safe fireworks use. Be Prepared before lighting fireworks: keep water available by using a garden hose or bucket. Be Safe when lighting fireworks: keep children and pets away from fireworks. Be Responsible after lighting fireworks: never relight a dud. Wait 15-20 minutes then soak it in a bucket of water before disposal. Be Aware: use only legal fireworks and use them only in legal places. #KeepItLegalKeepItSafe

Message 5
Be prepared before lighting fireworks. Use only legal fireworks and store out of children's reach. Always read and follow directions, place pets indoors and have water handy. #KeepItLegalKeepItSafe

Message 6
Be safe when lighting fireworks. Only adults should light fireworks and use fireworks outdoors away from combustibles, lighting one at a time. Keep children and pets away and do not throw or hold fireworks in your hand. #KeepItLegalKeepItSafe

Message 7
Be responsible after lighting fireworks. Soak used fireworks in a bucket of water and dispose of properly. Never relight a "dud" firework, waiting 15-20 minutes to soak it in a bucket of water. #KeepItLegalKeepItSafe

Message 8

One of the four B's of safe firework use is Be Aware. Only use legal fireworks in legal locations. The use of any fireworks is prohibited in all City and State Parks, including the beach. #KeepItLegalKeepItSafe

Message 9
Save yourself some money this Independence Day with legal fireworks. Officials may seize illegal fireworks and charge offenders with a class B misdemeanor, which can result in a fine of up to $2,500 per violation and a civil penalty of up to $500. #KeepItLegalKeepItSafe

Message 10
Those who misuse fireworks or allow fireworks to cause damage are liable and may be required to pay fire suppression costs or other damage. Parents are also liable for fireworks damage caused by their children. #KeepItLegalKeepItSafe

LINCOLN CITY POLICE DEPARTMENT
1503 SE East Devils Lake Rd | Lincoln City, OR 97367 | 541.994.3636 | LincolnCity.org

To: Chief Palmer

From: Lieutenant Broderick

Date: July 6, 2020

RE: 2020 July 4th Operation After-Action Summary

Event

Due to the Covid -19 Pandemic, the City of Lincoln City Fourth of July Celebration and Fireworks Show was cancelled for 2020. However, the city and police department anticipated a large number of visitors to the city and local beaches over the holiday weekend. Due to this LCPD deployed officers throughout the city and on the beaches, similar to that of previous years.

LCPD Resource Deployment

Sergeant Jeffrey Winn was tasked with the organization and deployment of LCPD resources as well as outside assistance from partner agencies. On July 4th, 2020 all participating officers were assembled at the Station 1500 Fire Hall, where they were briefed by Sergeant Winn on the operation and provided with equipment and resource materials to assist them in enforcing fireworks statutes.

At total of 33 persons were deployed for the event. This included the following:

- 22 LCPD Officers
- 1 LCPD Reserve Officers
- 3 Toledo PD Officers
- 2 Parole and Probation Officers
- 3 Police/Fire/Medical Dispatchers
- 1 Evidence Technician

Area/Duty assignments during the event included the following:

- 4 Officers and 1 Patrol Sergeant Assigned to Regular Patrol

- 2 Officers Assigned to Rove Patrol (Utilized to assist with custody transports, provide cover and handle overload calls).

2020 July 4th Event After Action Summary

- 8 Officers Assigned to Foot Patrol in the SW 51st street area (includes Siletz Bay beach, state beach, and neighborhood/s surrounding SW 51st Street.

- 1 Officers Assigned to Foot/Vehicle Patrol in the Cutler City neighborhood area, including the beaches.

- 3 Officers Assigned to remain in the Roads End area.

- 2 Officers Assigned to Beach Patrol utilizing an LCPD ATV to patrol beaches in Roads End.

- 2 Officers Assigned to Beach Patrol utilizing an LCPD ATV to patrol beaches between Canyon Drive and Roads End.

- 2 Officers Assigned to Beach Patrol utilizing an LCPD ATV to patrol beaches from Canyon Drive to the Taft area.

- 1 Patrol Sergeant Assigned to overseeing the command post (Sergeant Winn).

- 1 Chief of Police, who worked patrol and traffic enforcement during event.

- 1 Patrol Lieutenant, who worked patrol and oversaw patrol operations.

- 1 Evidence Technician Assigned to command post for collection of seized evidence.

- 3 Dispatchers Assigned to regular Police/Fire/Medical dispatch duties.

Event and Patrol Activity / Calls for Service

- Total Events (Includes calls for service / officer initiated activity): 240

- Calls for Fireworks Complaints: 97

2020 July 4th Event After Action Summary

- Fireworks Related Contacts Made by Officers: 87
- Number of Contacts Resulting in Fireworks Seizures: 22
- Total Non-Emergency Calls to 911 Center: 758
- Total 911 Emergency Calls to 911 Center: 157
- Total Persons Arrested (Criminal) 7
- Total Fireworks Citations (Criminal) 9

Fireworks Seizures

Seized illegal fireworks were stripped of all packaging, (cardboard, plastic, launch tubes, etc.) and packaged into 13 large cardboard boxes for later destruction.

Total Estimated Weight of Seized Fireworks: 250 Pounds

Significant Incidents:

Of significance and a major interruption to our fireworks enforcement was the Spanish Head incident. This incident involved a large group of highly intoxicated men, who caused a disturbance by being confrontational with another large group of beach visitors. This incident included racial slurs, racial hand gestures and threats. Originally one beach ATV crew, (2 officers), responded to the incident, made contact with the intoxicated group of males and then attempted to seize illegal fireworks. These officers were then surrounded by at least ten of these subjects and forced to call for additional officers due to the threatening behavior of the group.

Seven additional officers, who were working fireworks enforcement, responded and deployed between the two groups and assisted the effected family in gathering their belongings and leaving the beach. While this was occurring, the group of intoxicated males taunted police by throwing sand at them, challenging them to fight and firing illegal motors overhead and just a few feet from the officers. Once officers were able to extract the effected family from the beach, additional officers were deployed at the scene and seven of the men were eventually taken into custody. Seven subjects were taken into custody and

transported to LCPD, where they were processed and held. The Lincoln County Jail would not accept them due to current Covid-19 policies.

TCB
SECURITY SERVICES, INC

4909 S. Coast Hwy Suite #1
South Beach, OR. 97366
Business Office: 541-265-5265
Fax: 888-881-8865
Dispatch: 541-574-2828
www.tcbsecurityservices.com

Bill Rates for City of Lincoln City
July 4th, 2021 Celebration

Ron,

Thank you for your interest in TCB Security Services for your security needs. Below you will find a quote for the services that you requested. If you have any questions, please feel free to reach out to me by email or one of the numbers below.

Cost

DPSST Unarmed Security Officers:
Non Holiday Hourly Rate: **$24.25/Hour**

DPSST Unarmed Security Officers:
Holiday Hourly Rate: **$36.25/Hour**

TCB Recognizes the following as holidays: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day.

Prepared By

Matt Frank, Chief Operating Officer
TCB Security Services Inc.
Desk: 541-574-2833
Cell: 541-961-0145
Dispatch: 541-574-2828

Council Communication

Department Report - Finance

Meeting Date:	February 8, 2021	Primary Staff Contact:	Debbie Bridges
Department:	Finance	E-Mail:	dbridges@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	

This is an update of the Finance Department.

Attached is the quarterly financial report for July 2020 through December 2020.

Attachments:
FY2020-21 Q2 (PDF)

City of Lincoln City
Quarterly Financial Summary
FY2020-21 July - December
% of Year Completed = 50%

Fund / Budget Grouping	July - Dec FY2019-20 Actual	Total FY2019-20 Actual	*% of Total*	July - Dec FY2020-21 Actual	Total FY2020-21 Budget	*% of Budget*
General Fund						
Current Revenues						
Property Taxes	6,605,953	7,247,150	*91.2%*	6,904,129	7,257,457	*95.1%*
Transient Room Tax	923,607	1,335,660	*69.1%*	772,795	1,701,820	*45.4%*
Business & Occupation	179,209	298,093	*60.1%*	169,362	291,648	*58.1%*
Fees, Licenses, Permits	210,796	485,507	*43.4%*	221,650	395,422	*56.1%*
Franchises	323,575	1,071,625	*30.2%*	316,110	1,093,900	*28.9%*
State Shared Revenues	199,578	550,374	*36.3%*	194,482	561,364	*34.6%*
COVID-19 Grant	0	120,940	*0.0%*	99,867	0	*0.0%*
County/Local Revenues	151,078	310,242	*48.7%*	223,213	323,793	*68.9%*
State Grants	0	0	*N/A*	22,469	0	*N/A*
Fines & Forfeitures	106,556	209,953	*50.8%*	72,650	205,267	*35.4%*
Community Center	283,976	419,160	*67.7%*	22,628	610,306	*3.7%*
Miscellaneous	357,768	600,173	*59.6%*	367,803	684,773	*53.7%*
Transfers In	592,510	608,424	*97.4%*	608,709	608,709	*100.0%*
Total Current Revenues	**9,934,606**	**13,257,303**	*74.9%*	**9,995,867**	**13,734,459**	*72.8%*
Expenses by Type						
Total Salaries	2,656,682	5,511,264	*48.2%*	2,684,019	5,916,769	*45.4%*
Total Benefits	1,965,389	3,506,746	*56.0%*	2,541,438	4,493,972	*56.6%*
Total Operations	1,019,289	3,087,020	*33.0%*	823,401	3,069,044	*26.8%*
Total Capital	170,759	451,026	*37.9%*	57,263	166,520	*34.4%*
Total Transfers	2,295,583	2,145,583	*107.0%*	477,207	477,207	*100.0%*
Total Expenses	**8,107,702**	**14,701,638**	*55.1%*	**6,583,328**	**14,123,512**	*46.6%*
Expenses by Division						
011 - City Council	11,804	32,481	*36.3%*	2,072	35,178	*5.9%*
021 - City Administration	323,211	684,475	*47.2%*	532,549	792,203	*67.2%*
031 - Finance	365,992	837,776	*43.7%*	397,507	905,118	*43.9%*
035 - Library	479,794	1,044,386	*45.9%*	513,418	1,147,408	*44.7%*
036 - Court	31,793	71,317	*44.6%*	53,828	115,995	*46.4%*
038 - City Attorney	124,260	251,890	*49.3%*	143,365	290,360	*49.4%*
041 - Planning	203,062	388,264	*52.3%*	203,377	496,734	*40.9%*
042 - Building	126,260	312,848	*40.4%*	153,510	324,217	*47.3%*
045 - Economic Dev	193,967	532,750	*36.4%*	117,456	635,988	*18.5%*
051 - Police	2,458,098	5,207,626	*47.2%*	2,825,751	5,848,679	*48.3%*
052 - Dispatch	564,904	1,150,048	*49.1%*	567,657	1,224,926	*46.3%*
064 - Recreation Dept	724,573	1,300,338	*55.7%*	476,141	1,554,783	*30.6%*
091 - General Non-Dept	204,401	741,856	*27.6%*	119,491	274,716	*43.5%*
091 - Transfers	2,295,583	2,145,583	*107.0%*	477,207	477,207	*100.0%*
Total Expenses	**8,107,702**	**14,701,638**	*55.1%*	**6,583,328**	**14,123,512**	*46.6%*
Revenues Less Expense	**1,826,904**	**-1,444,335**		**3,412,539**	**-389,053**	

City of Lincoln City
Quarterly Financial Summary
FY2020-21 July - December
% of Year Completed = 50%

Fund / Budget Grouping	July - Dec FY2019-20 Actual	Total FY2019-20 Actual	*% of Total*	July - Dec FY2020-21 Actual	Total FY2020-21 Budget	*% of Budget*

City of Lincoln City
Quarterly Financial Summary
FY2020-21 July - December
% of Year Completed = 50%

Fund / Budget Grouping	July - Dec FY2019-20 Actual	Total FY2019-20 Actual	*% of Total*	July - Dec FY2020-21 Actual	Total FY2020-21 Budget	*% of Budget*
Water Operations						
Utilities	1,780,080	3,820,106	*46.6%*	1,741,744	3,923,035	*44.4%*
Meter Installation	31,622	50,837	*62.2%*	32,776	59,000	*55.6%*
Finance Charge	11,286	18,709	*60.3%*	-5,864	27,664	*-21.2%*
State Grants	30,000	30,000	*100.0%*	0	60,000	*0.0%*
COVD-19 Grant	0	33,105	*0.0%*	2,788	0	*N/A*
Miscellaneous	13,469	27,630	*48.7%*	2,488	1,000	*248.8%*
Total Revenues	**1,866,458**	**3,980,388**	*46.9%*	**1,773,932**	**4,070,699**	*43.6%*
Total Salaries	433,723	914,610	*47.4%*	443,953	941,089	*47.2%*
Total Benefits	341,045	615,599	*55.4%*	456,786	755,027	*60.5%*
Total Operations	312,287	776,390	*40.2%*	302,935	884,693	*34.2%*
Total Capital	2,497	49,687	*5.0%*	3,430	8,000	*42.9%*
Total Debt Service	50,672	50,672	*100.0%*	50,672	50,673	*100.0%*
Total Transfers	1,627,722	1,627,722	*100.0%*	1,725,754	1,725,754	*100.0%*
Total Expenses	**2,767,946**	**4,034,679**	*68.6%*	**2,983,529**	**4,365,236**	*68.3%*
Revenues Less Expense	**-901,488**	**-54,292**		**-1,209,597**	**-294,537**	

Sewer Operations						
Utilities	1,858,032	4,068,262	*45.7%*	1,983,471	4,510,728	*44.0%*
COVD-19 Grant	0	26,601	*0.0%*	17,856	0	*N/A*
Miscellaneous	71,221	149,954	*47.5%*	73,949	122,000	*60.6%*
Total Revenues	**1,929,253**	**4,244,817**	*45.4%*	**2,075,275**	**4,632,728**	*44.8%*
Total Salaries	420,861	891,390	*47.2%*	426,640	947,469	*45.0%*
Total Benefits	313,394	571,515	*54.8%*	421,420	737,274	*57.2%*
Total Operations	704,118	1,356,021	*51.9%*	742,545	1,822,490	*40.7%*
Total Capital	57,798	61,421	*94.1%*	11,969	298,400	*4.0%*
Total Debt Service	55,086	55,086	*100.0%*	55,086	55,087	*100.0%*
Total Transfers	1,005,320	1,005,320	*100.0%*	1,211,480	1,211,480	*100.0%*
Total Expenses	**2,556,577**	**3,940,753**	*64.9%*	**2,869,140**	**5,072,200**	*56.6%*
Revenues Less Expense	**-627,323**	**304,064**		**-793,866**	**-439,472**	

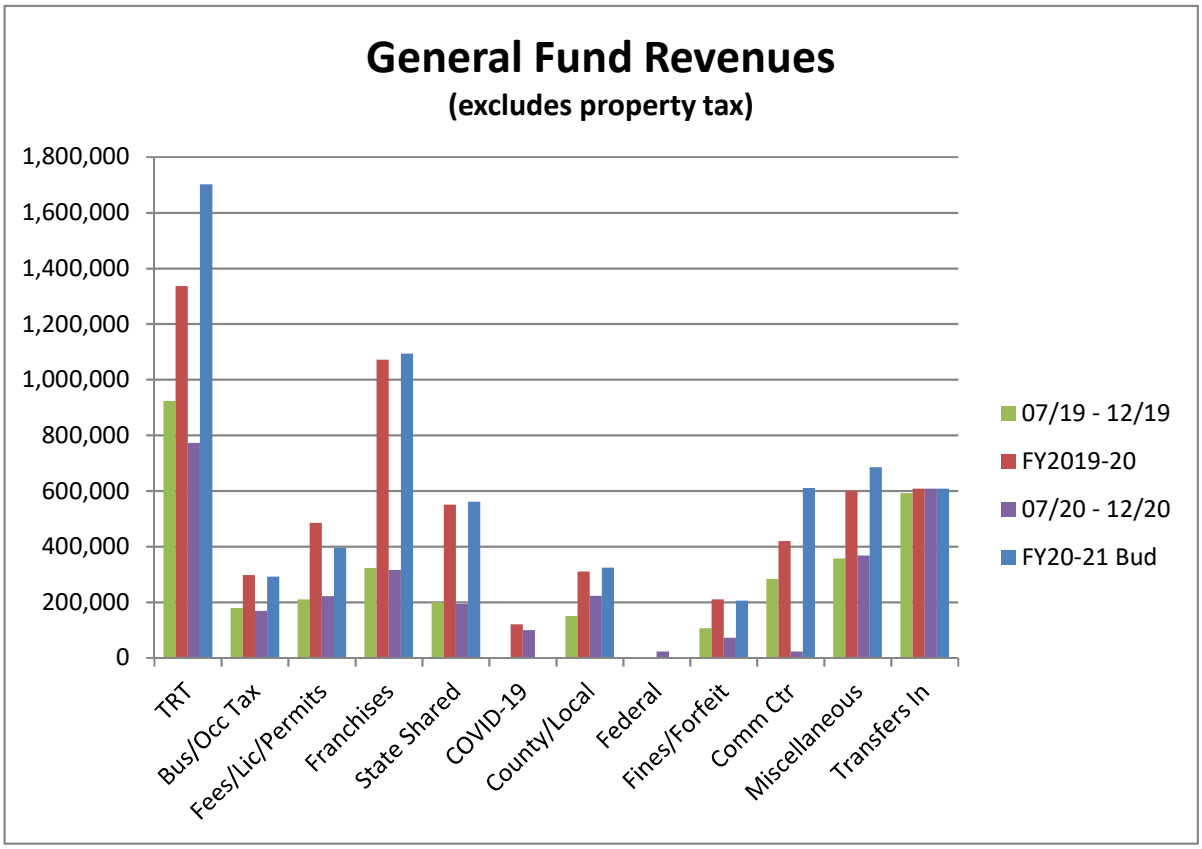
City of Lincoln City
Quarterly Financial Summary
FY2020-21 July - December
% of Year Completed = 50%

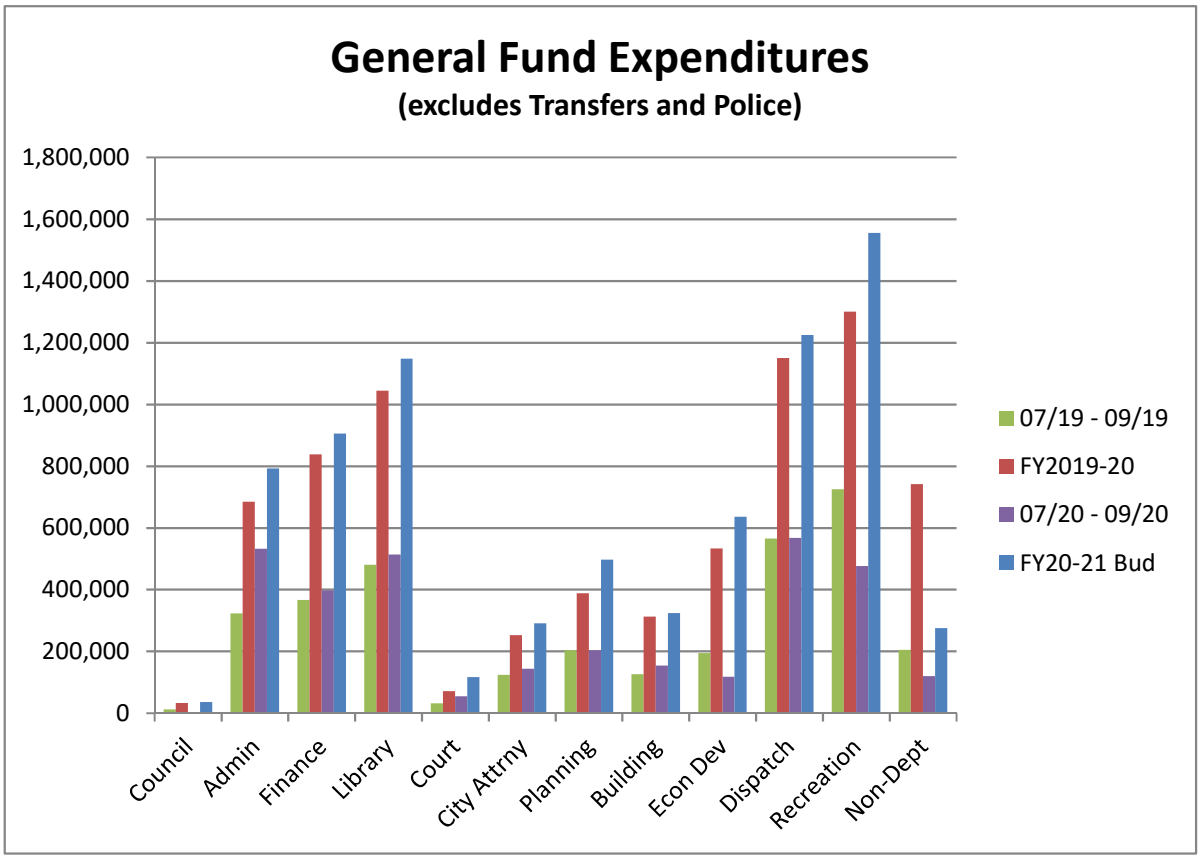
Fund / Budget Grouping	July - Dec FY2019-20 Actual	Total FY2019-20 Actual	*% of Total*	July - Dec FY2020-21 Actual	Total FY2020-21 Budget	*% of Budget*
Street Operations						
Transient Room Tax	946,856	1,184,191	*80.0%*	792,247	1,503,594	*52.7%*
COVD-19 Grant	0	5,983	*0.0%*	26,525	0	*N/A*
Miscellaneous	15,220	65,088	*23.4%*	13,507	27,000	*50.0%*
Total Revenues	**962,076**	**1,255,262**	*76.6%*	**832,278**	**1,530,594**	*54.4%*
Total Salaries	213,271	436,314	*48.9%*	199,516	451,215	*44.2%*
Total Benefits	184,263	333,789	*55.2%*	234,672	412,273	*56.9%*
Total Operations	217,309	441,960	*49.2%*	194,321	505,143	*38.5%*
Total Capital	288,886	298,102	*96.9%*	0	52,000	*0.0%*
Total Transfers	228,972	228,972	*100.0%*	107,091	107,091	*100.0%*
Total Expenses	**1,132,701**	**1,739,136**	*65.1%*	**735,600**	**1,527,722**	*48.2%*
Revenues Less Expense	**-170,626**	**-483,874**		**96,678**	**2,872**	

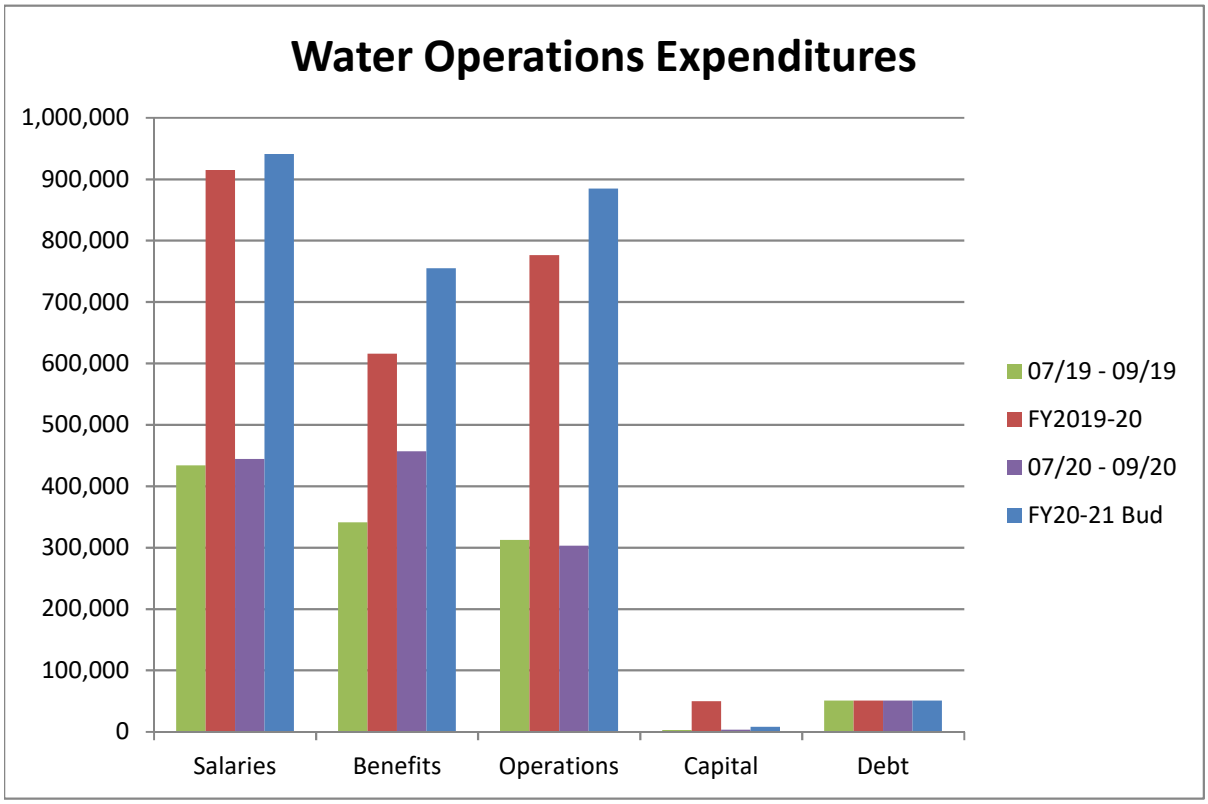
Park Operations						
Transient Room Tax	946,856	1,040,303	*91.0%*	792,247	1,307,794	*60.6%*
Parks Grant	37,950	37,950	*100.0%*	8,200	38,200	*21.5%*
COVD-19 Grant	0	2,572	*0.0%*	336	0	*N/A*
Miscellaneous	18,175	32,976	*55.1%*	8,449	30,000	*28.2%*
Transfers In	85,000	182,809	*46.5%*	136,650	136,650	*100.0%*
Total Revenues	**1,087,981**	**1,296,609**	*83.9%*	**945,882**	**1,512,644**	*62.5%*
Total Salaries	237,208	506,284	*46.9%*	236,738	534,480	*44.3%*
Total Benefits	184,107	333,587	*55.2%*	232,224	422,463	*55.0%*
Total Operations	208,839	422,837	*49.4%*	120,664	438,250	*27.5%*
Total Capital	107,902	121,710	*88.7%*	3,809	205,000	*1.9%*
Total Transfers	23,093	23,093	*100.0%*	23,786	23,786	*100.0%*
Total Expenses	**761,148**	**1,407,510**	*54.1%*	**617,221**	**1,623,979**	*38.0%*
Revenues Less Expense	**326,833**	**-110,901**		**328,660**	**-111,335**	

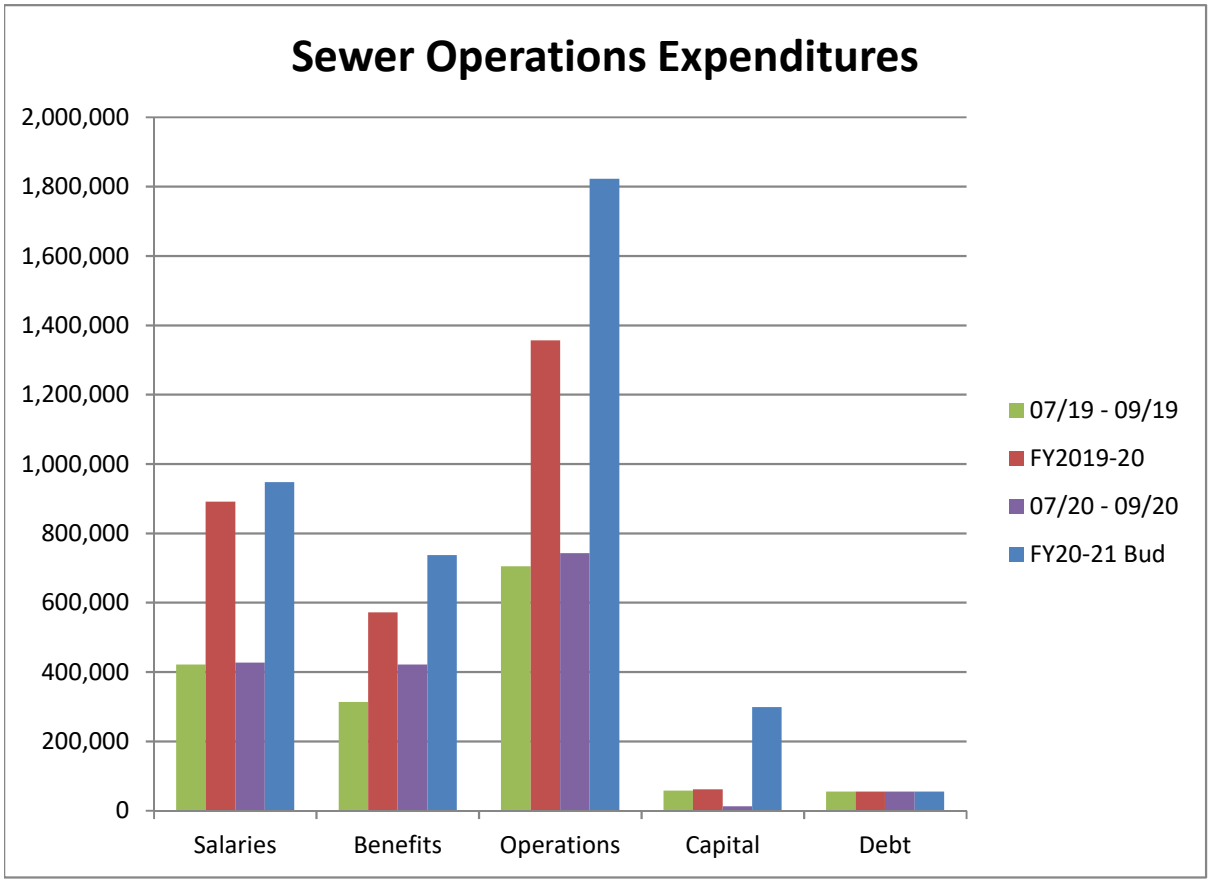
City of Lincoln City
Quarterly Financial Summary
FY2020-21 July - December
% of Year Completed = 50%

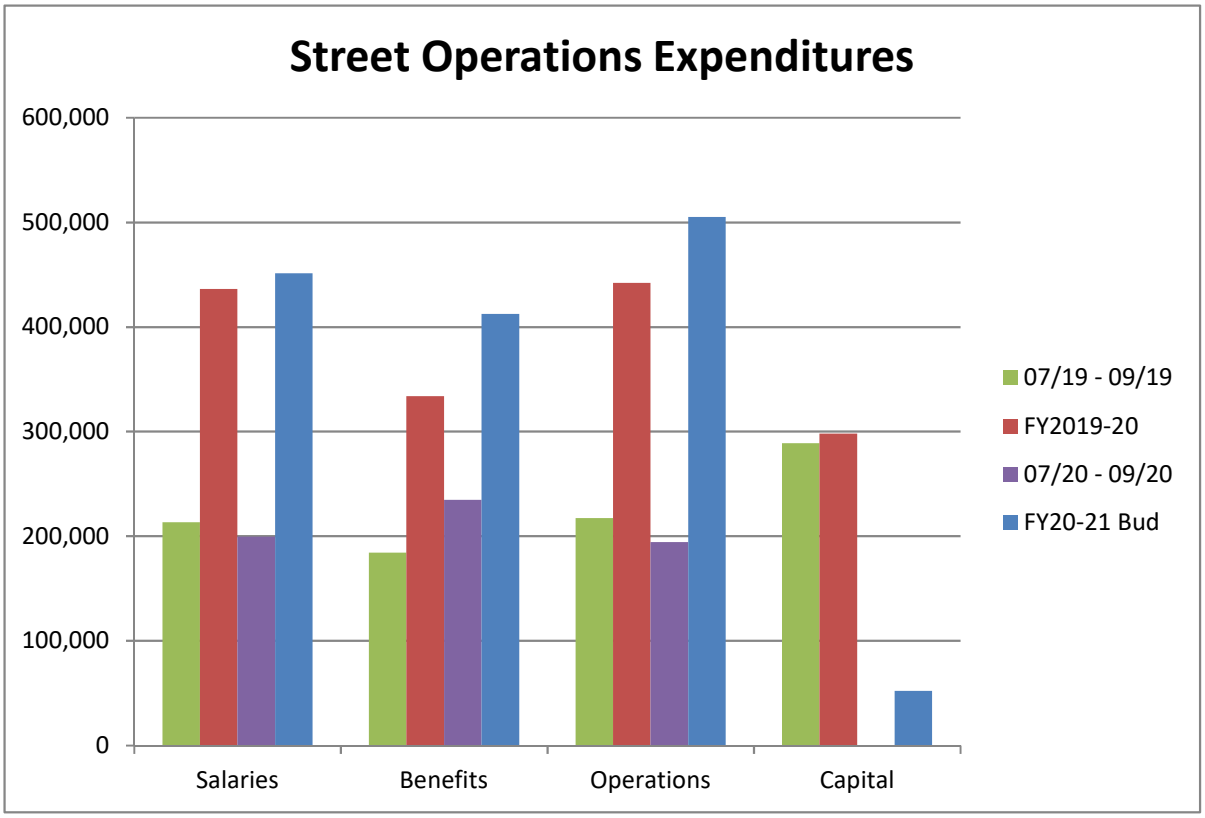
Fund / Budget Grouping	July - Dec FY2019-20 Actual	Total FY2019-20 Actual	*% of Total*	July - Dec FY2020-21 Actual	Total FY2020-21 Budget	*% of Budget*
Explore Lincoln City						
Transient Room Tax	1,443,899	1,805,803	*80.0%*	1,208,130	2,293,012	*52.7%*
Other State Allocation	0	0	*N/A*	10,000	0	*N/A*
COVD-19 Grant	0	51,114	*0.0%*	30	0	*N/A*
Miscellaneous	42,812	73,265	*58.4%*	9,466	86,150	*11.0%*
Transfers In	0	200,000	*0.0%*	0	0	*N/A*
Total Revenues	**1,486,711**	**2,130,182**	*69.8%*	**1,227,625**	**2,379,162**	*51.6%*
Total Salaries	204,671	417,969	*49.0%*	205,045	449,855	*45.6%*
Total Benefits	131,220	246,918	*53.1%*	188,126	330,210	*57.0%*
Total Operations	575,830	1,571,650	*36.6%*	458,867	1,555,639	*29.5%*
Total Capital	26,188	79,393	*33.0%*	0	39,100	*0.0%*
Total Transfers	108,037	108,037	*100.0%*	110,378	110,378	*100.0%*
Total Expenses	**1,045,947**	**2,423,966**	*43.2%*	**962,416**	**2,485,182**	*38.7%*
Revenues Less Expense	**440,763**	**-293,784**		**265,209**	**-106,020**	
	0.00	*0.00*		0	*0*	

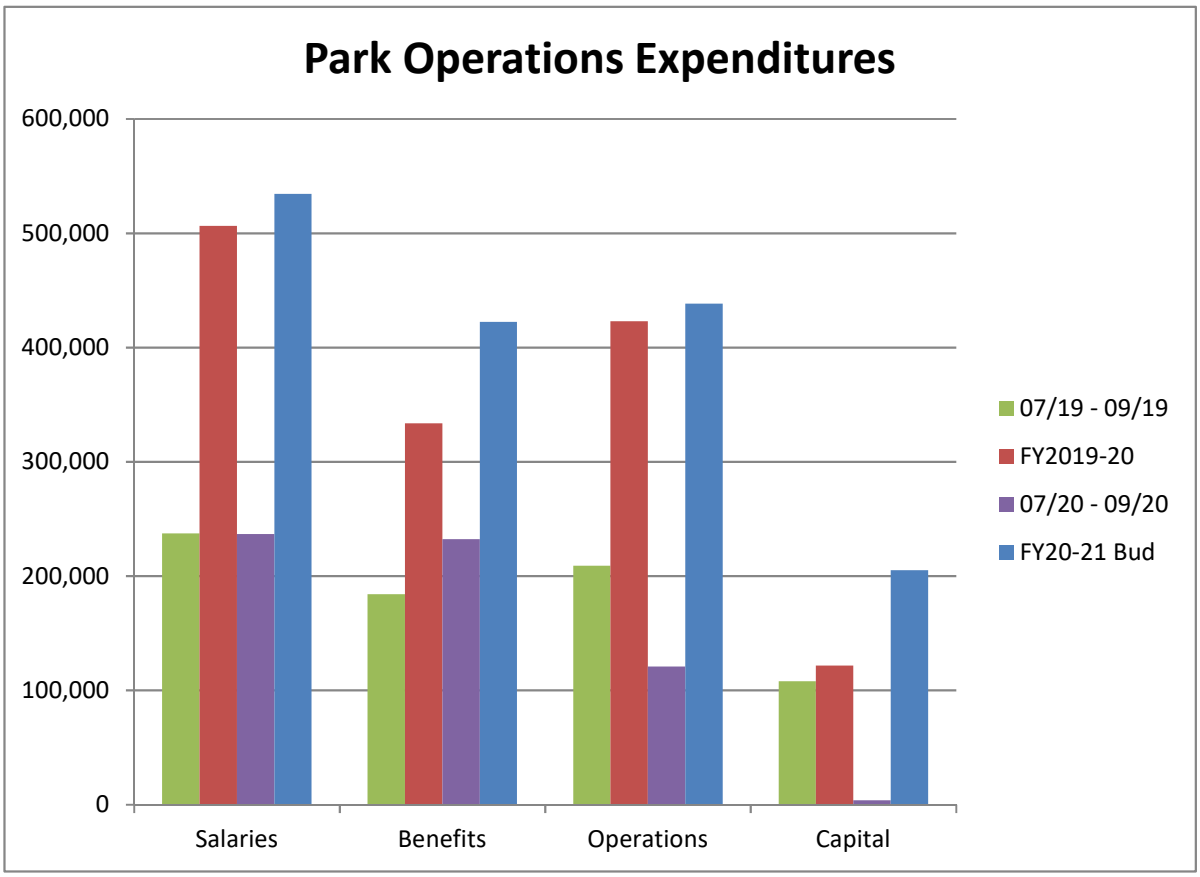

General Fund Revenues
(excludes property tax)
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
TRT
Bus/Occ Tax
Fees/Lic/Permits
Franchises
State Shared
COVID-19
County/Local
Federal
Fines/Forfeit
Comm Ctr
Miscellaneous
Transfers In
07/19 - 12/19
FY2019-20
07/20 - 12/20
FY20-21 Bud

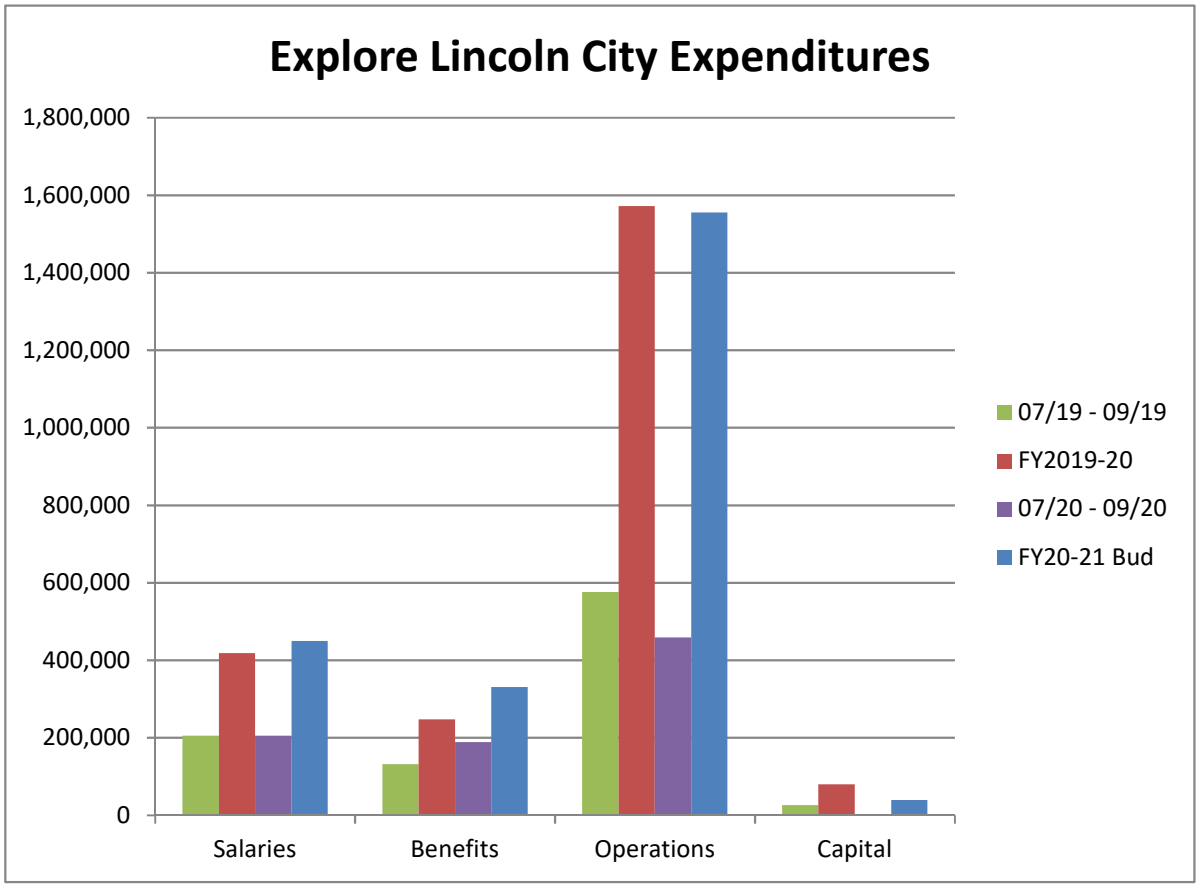

General Fund Expenditures
(excludes Transfers and Police)
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
Council
Admin
Finance
Library
Court
City Attrny
Planning
Building
Econ Dev
Dispatch
Recreation
Non-Dept
07/19 - 09/19
FY2019-20
07/20 - 09/20
FY20-21 Bud


Water Operations Expenditures
1,000,000
900,000
800,000
700,000
600,000
500,000
400,000
300,000
200,000
100,000
0
Salaries
Benefits
Operations
Capital
Debt
07/19 - 09/19
FY2019-20
07/20 - 09/20
FY20-21 Bud


Sewer Operations Expenditures
2,000,000
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
Salaries
Benefits
Operations
Capital
Debt
07/19 - 09/19
FY2019-20
07/20 - 09/20
FY20-21 Bud


Street Operations Expenditures
600,000
500,000
400,000
300,000
200,000
100,000
0
Salaries
Benefits
Operations
Capital
07/19 - 09/19
FY2019-20
07/20 - 09/20
FY20-21 Bud


Park Operations Expenditures
600,000
500,000
400,000
300,000
200,000
100,000
0
Salaries
Benefits
Operations
Capital
07/19 - 09/19
FY2019-20
07/20 - 09/20
FY20-21 Bud


Explore Lincoln City Expenditures
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
Salaries
Benefits
Operations
Capital
07/19 - 09/19
FY2019-20
07/20 - 09/20
FY20-21 Bud

Council Communication

City Council Goals and Priorities

Meeting Date:	February 8, 2021	Primary Staff Contact:	Ronald F Chandler
Department:	Administration	E-Mail:	RChandler@lincolncity.org
Secondary Dept:		Secondary Contacts:	
Approval:	Ronald F Chandler	Estimated Time:	

The City Council met on Monday, February 1, 2021 to discuss their goals and priorities for fiscal year 2021-2022. Based on that meeting, the following are presented as the City Councils goals and priorities.

These are broad goals and, if adopted, there will be future meetings to discuss the tasks needed to accomplish them. Examples of future tasks include reviewing the role of City committees, future plans for the Villages at Sitka Woods, funding, climate change measures, etc. These and others tasks were discussed during Monday's meeting.

Goal: Code Enforcement – To Educate, Inform and Protect the Residents of Lincoln City.

Goal: Community Engagement – Increase Participation in and Develop Skills for Civic Involvement.

Goal: Economic Development and Workforce Housing – Provide Support, Opportunities and Expansion for Residential and Commercial.

Goal: Emergency Preparedness – Maintain and Expand Emergency Preparedness for the Safety of Our Community.

Goal: Infrastructure – Long Range Planning – Maintain, Restore and Create On-going Projects for the City's Long-Range.

Goal: Parks and Recreation – Provide and Maintain Natural Resources and Recreational Opportunities.

Goal: Sustainability – Provide Direction for a Healthy Community that is Sustainable and Environmentally Friendly.

Potential Motion: I move to adopt these goals as the City Council's FY2021-2022 goals and priorities.