CITY of LA GRANDE City Council Regular Session Wednesday, August 3, 2022

Council Chambers La Grande City Hall 1000 Adams Avenue

AGENDA

The meeting will be available for viewing via the City's scheduled Charter Communications channel 180 that will begin at 6:00 p.m. on August 3, 2022, on the La Grande Alive website at <u>https://eoalive.tv/city-events/</u> or on the Eastern Oregon Alive.TV Facebook page at <u>https://www.facebook.com/EOAliveTV</u>.

1. WELCOME to this REGULAR SESSION of the LA GRANDE CITY COUNCIL

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call
 - Per ORS 192.670(1), some Councilors may be participating in this Regular Session by electronic communication.

2. AGENDA APPROVAL

3. CONSENT AGENDA

The Consent Agenda includes routine items of business which may be approved by one Motion of the Council. Any Councilor so desiring may by request remove one or more items from the Consent Agenda for Individual consideration under the Unfinished or New Business portion of the Agenda.

a. Consider: Approving Regular Session Minutes; July 6, 2022

4. PUBLIC COMMENTS

Those individuals who wish to address the Council in connection with any item which is printed on tonight's Agenda may do so during the time that item is under discussion by the Council. Individuals wishing to speak to the Council about non-Agenda items may do so during this Public Comments portion of the Agenda. Please print your name and address on the Public Comments Sign-in Sheet, located on the podium. When addressing the Council, speak loudly and clearly into the Podium microphone, and state your name. Persons interested in providing virtual public comments shall contact City Staff at sstockhoff@cityoflagrande.org or by calling the City Recorder at (541) 962-1309 not later than 5:00 pm the day prior to meeting to make arrangements. In the event the Mayor does not announce a time limit for comments, each speaker is asked to confine their comments to three minutes in length, whether the comments are in-person or virtual.

	 a. Presentation of Recognition: Beverly White and Myra Britschgi, Adult and Family Literacy Center b. Introduction: Trevor Hubbard, La Grande Fire Department 	[Bushman] [Cornford]
PU	BLIC HEARINGS	
a.	Consider: Community Development Block Grant Closeout; Micro Enterprise Development Project	[Strope]
b.	Consider: Community Development Block Grant Closeout; Emergency Small Business & Micro Enterprise Assistance Grant Program	[Strope]
c.	<u>Consider</u> : Ordinance, Emergency: Referring to Voters a Ban or a Temporary Ban; Psilocybin Product Manufactures and Psilocybin Service Centers	[Boquist]

6. UNFINISHED BUSINESS

7. <u>NEW BUSINESS</u>

5.

8. UNION COUNTY COMMISSIONER'S UPDATE

9. STAFF COMMENTS

- 10. CITY MANAGER COMMENTS
- 11. CITY COUNCIL COMMENTS

12. ADJOURN TO URBAN RENEWAL AGENCY SPECIAL SESSION

Stacey M. Stockhoff Acting City Recorder

The City Council is currently scheduled to meet again in a Regular Session on Wednesday, September 7, 2022 at 6:00 p.m. The City Council of the City of La Grande reserves the right to convene an Executive Session for any purpose authorized under ORS 192.660. Persons requiring special accommodations who wish to participate in the City Council Meeting are encouraged to make arrangements prior to the meeting by calling 541-962-1309. The City of La Grande does not discriminate against individuals with disabilities.

COUNCIL ACTION FORM

Council Meeting Date: August 3, 2022

PRESENTER: Robert A. Strope, City Manager

COUNCIL ACTION: CONSIDER CONSENT AGENDA

- 1. <u>MAYOR</u>: Request Staff Report
- 2. <u>MAYOR</u>: Entertain Motion

<u>Suggested Motion</u>: I move we accept the Consent Agenda as presented.

<u>Suggested Motion</u>: I move we accept the Consent Agenda as amended.

First Reading: _____ Second Reading: _____ Effective Date:

- 3. <u>MAYOR</u>: Invite Council Discussion
- 4. <u>MAYOR</u>: Ask for the Vote

<u>EXPLANATION</u>: A Consent Agenda includes routine items of business with limited public interest, which may be approved by one Motion of the Council. Any Councilor may, by request, remove any item of business from the Consent Agenda.

a. Consider: Approving Regular Session Minutes; July 6, 2022

*****	*****	******	*******	*****
Reviewed By: (Initial)				COUNCIL ACTION (Office Use Only)
City Manager		Human Resources Dept		_
City Recorder		Library		Motion Passed
Aquatics Division		Parks Department		Motion Failed;
Building Department		Planning Department		Action Tabled:
ED Department		Police Department		Vote:
Finance		Public Works Department		
Fire Department				Resolution Passed
				Effective Date:
				Ordinance Adopted

City Council Regular Session

July 6, 2022

Council Chambers La Grande City Hall 1000 Adams Avenue

MINUTES

COUNCILORS PRESENT:

<u>COUNCILORS ABSENT EXCUSED</u>: Nicole Howard, *Councilor*

Stephen E. Clements, *Mayor* Gary Lillard, *Mayor Pro Tem (Attended via electronic device)* John Bozarth, *Councilor* David Glabe, *Councilor* Mary Ann Miesner, *Councilor (Attended via electronic device)* Justin Rock, *Councilor*

STAFF PRESENT

Michael Boquist, Community Development Director/Interim City Manager Kayla Brainerd, Assistant to the City Manager Stacey Stockhoff, Acting City Recorder Gary Bell, Police Chief Timothy Bishop, Economic Development Director Kyle Carpenter, Public Works Director (Attended via electronic device) Emmitt Cornford, Fire Chief Ryan Miller, Police Sergeant McKayla Rollins – Aquatics Recreation Superintendent Stu Spence, Parks & Recreation Director

Per ORS 192.670(1), some Councilors and Staff participated in this Regular Session by electronic communication.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ ROLL CALL/AGENDA APPROVAL

Mayor CLEMENTS called to order this Regular Session of the Council at 6:00 p.m. Roll Call was taken and a quorum was determined to be present.

CONSENT AGENDA

a. <u>Consider</u>: Approving Regular Session Minutes; June 1, 2022

The following Motion was introduced by BOZARTH; ROCK providing the Second:

MOTION: I move that we accept the Consent Agenda as presented.

MSC. (unanimous)

MOTION

VOTE

PUBLIC COMMENTS

Chief BELL introduced two newly hired La Grande Police Officers. Cody BILLMAN was hired and sworn in on Monday, May 9, 2022. BELL gave a brief background summary of BILLMAN's career and work experience. As of Tuesday, July 5, 2022, BILLMAN achieved solo status as a La Grande Police Officer. Garret JONES was hired and sworn in on Wednesday, June 22, 2022. BELL gave a brief background summary of his career and work experience. JONES was currently in field training and would attend the Police Academy in Salem, Oregon, later this year or early next year.

Chief CORNFORD introduced newly hired Firefighter, Wyatt CUNNINGHAM, and gave a brief background summary of his career. CUNNINGHAM also planned to attend Paramedic Training for the department. CORNFORD also mentioned the La Grande Fire Department has one (1) applicant currently going through background checks which would put the department back up to fully staffed.

SPENCE introduced the La Grande Aquatics Superintendent, McKayla ROLLINS, who then in turn, introduced Chris GIANANDREA, who was recently hired as the La Grande Recreation Coordinator.

Jim ARRITOLA voiced his concern with the lack of Pickleball Courts in the City of La Grande. He stated that the Island City Country Club had two Pickleball Courts and thought it would be beneficial for the City of La Grande to have its own Pickleball Courts.

Mayor CLEMENTS suggested he talk to the Parks and Recreation Department, to which ARRITOLA confirmed he already had a conversation with that department in regards to this subject.

PUBLIC HEARINGS

a. <u>Consider:</u> Ordinance, Second Reading Public Hearing; Adopting Parks and Recreation Master Plan

> Mayor CLEMENTS announced that the Public Hearing was still open for the Ordinance to be read a Second Time by Title Only and considered for Adoption; and that the Rules of Order for this Public Hearing were read in their entirety during the Regular Session held on Wednesday, June 1, 2022.

Mayor CLEMENTS requested the Staff Report.

Michael BOQUIST, Community Development Director

BOQUIST stated that the Community Development Department/Planning Division and Parks and Recreation

STAFF REPORT

> Department were seeking City Council approval of the repeal and replacement of the existing Parks and Recreation Master Plan. The adoption of the proposed Ordinance would amend and replace the Goal 8 Chapter of the City of La Grande Comprehensive Plan. BOQUIST noted that the Planning Commission considered this request on Tuesday, May 10, 2022. One (1) post card was received in opposition to the proposed Plan, with no comments, explanation or justification included with the post card. Two (2) parties attended the Public Hearing, expressing support of the proposed Plan, with one (1) party providing comments and requesting public street improvements adjacent to Pioneer Park along Pioneer Drive and Umatilla Street. Such comments have been incorporated into the Draft Decision Order, within Exhibit B. By unanimous vote, the Planning Commission adopted the Finding of Fact and Conclusions set forth in the Draft Decision Order and that the Proposed Comprehensive Plan Amendment to adopt the Parks and **Recreation Master Plan be recommended to the City Council** for approval.

> BOQUIST stated that the City of La Grande City Council held a Public Hearing to consider this request on Wednesday, June 1, 2022. No written or oral testimony was submitted by members of the public. The City Council proceeded with the First Reading of the adopting Ordinance and continued the hearing to Wednesday, July 6, 2022.

> If the Master Plan was approved at tonight's meeting, Mayor CLEMENTS asked if it would then go to the County for approval. BOQUIST responded, yes, and explained the Ordinance approved tonight only applies to lands within the City of La Grande City limits. There is a thirty (30) day appeal period for the City Ordinance, if passed tonight, then the plan goes into effect within the City of La Grande City limits. Immediately following tonight's approval, the Plan will be sent to the Union County Planning Commission and Board of Commissioners for Co-adoption. Once approved by the County (by December 2022), the Master Plan would also apply to lands within the City of La Grande's Urban Growth Boundary.

Mayor CLEMENTS asked if this plan would apply to Morgan Lake, to which BOQUIST responded that though it was included in the plan, it was not inside the City's Urban Growth Boundary, thus the Plan policies and goals may not strictly apply. The City's land use Ordinances, Plans, etc. only apply to lands within the City limits and Urban Growth Boundary. However, including Morgan Lake does help our Parks Department when applying for grants by having it in the Master Plan.

GLABE suggested changing some of the verbiage and grammar in the Parks Master Plan before it becomes a final

	document, to which BOQUIST confirmed these changes would be taken care of as requested.
PUBLIC TESTIMONY	None
COUNCIL DISCUSSION	None
	Mayor CLEMENTS closed the Public Hearing at 6:14 p.m.
MOTION	The following Motion was introduced by GLABE; ROCK providing the Second:
	<u>MOTION</u> : I move that the proposed Ordinance amending the City of La Grande Comprehensive Plan and adopting a Parks and Recreation Master Plan be read for the Second Time by Title Only, Put to a Vote, and Adopted along with grammatical changes.
	Upon Mayor CLEMENTS' request, Acting City Recorder STOCKHOFF read the proposed Ordinance by Title Only.
	AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, AMENDING THE STATEWIDE GOAL CHAPTER 8 OF THE CITY OF LA GRANDE COMPREHENSIVE PLAN; RECODIFYING THE COMPREHENSIVE PLAN; REPEALING ORDINANCE NUMBER 3250, SERIES 2020, AND ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EFFECTIVE DATE [3255]
COUNCIL DISCUSSION	Mayor CLEMENTS thanked the Parks and Recreation Advisory Commission for their efforts regarding the Parks Master Plan updates.
VOTE	<u>MSC.</u> (unanimous)
UNFINISHED BUSINESS	None
<u>NEW BUSINESS</u> a. <u>Consider</u> : Resolution: Adopting Commercial Historic District Design Standards	
STAFF REPORT	Mayor CLEMENTS requested the Staff Report.
	Michael BOQUIST, Community Development Director
	BOQUIST stated that on Monday, February 1, 2021, the City Council held a joint Work Session with the Landmarks Commission to discuss the need to update the current Historic District Standards. The standards were initially written in 1999, as "guidelines" and were later changed to standards in 2009 by Resolution of the City Council.

However, the change from "guidelines" to "standards" did not include significant regulatory edits which would have

> added clarity. As a result, many standards were still phrased as recommendations, suggestions, or were implied. This lack of clarity has often been confusing for property owners and the Landmarks Commission, which has resulted in inconsistent implementation of some standards.

> BOQUIST noted that during the Wednesday, February 3, 2021, Regular Session of the City Council, the Council adopted a Resolution authorizing the Planning Division to apply for a Certified Local Government Grant through the Oregon State Historic Preservation Office (SHPO), to hire a consultant to facilitate a public process and assist in improving and rewriting the standards. The City was awarded this grant in April, 2022, with work commencing following the adoption of the FY 2022/2023 Budget. The total project was originally budgeted at \$20,000, which included the \$10,000 grant funding from SHPO and \$10,000 budgeted by the City. However, SHPO had additional funds available and notified the City that they increased the grant award to \$12,000, which the City continued to match with \$10,000 of budgeted funding, and \$2,000 of in-kind materials and labor.

> BOQUIST stated that on Monday, May 23, 2022, the City Council held a Joint Work Session to receive a presentation from the Staff and the consultants on this project, Peter Meijer Architect, PC and Minor Planning & Design. The presentation outlined the proposed design standards, which were developed based on public input gathered during a public engagement process that included an outdoor meeting at Max Square, a walking tour through the downtown, a survey, and phone interviews with downtown property owners, contractors and past historic landmarks applicants. By consensus, the City Council expressed support for the proposed Commercial Historic District Design Standards, recommending some minor edits such as quick references/hyperlinks to related standards or other resources at specific locations within the document. Such edits have been incorporated into the final document.

> BOQUIST shared that at the request of the City Council, Staff provided a wide-spread public notice to all downtown property owners, businesses and those participating in past public meetings to help develop the proposed standards. Parties were invited to review and comment on the proposed standards, as well as attend the Wednesday, July 6, 2022, City Council Meeting to provide public comment. Staff prepared and circulated this notice on Friday, June 10, 2022. The proposed Commercial Historic District Design Standards were posted on the City's website, with a link provided in the public notice. Printed copies were also made available at the Planning Division office. As of this writing no comments have been received.

> Mayor CLEMENTS commented he liked the matrix of linking a type of building to a certain set of standards. He felt it made the process a lot easier along with having individual applications for those types of buildings.

> LILLARD expressed his dissatisfaction of the Commercial Historic District Design Standards. He felt it was still too vague and subjective. LILLARD wished this document followed the layout that the State and Federal guidelines were written, describing the Federal document as wellindexed with easy-to-follow columns.

> BOZARTH stated he thought the purpose was to make it easier for people to know what they can or cannot do with their building, to which LILLARD responded that was the purpose, but these standards don't accomplish that. He felt they needed to be more specific in the language.

> GLABE pointed out some of the verbiage errors in the document and suggested Staff proofread through the document before the final version was complete.

Mayor CLEMENTS noted if the intent of the document was to become a set of standards he had some concern with the ambiguity in terms of what people have to do versus what they can do. He felt the document should be relatively simple and straight-forward, but also have the details with the guidelines and standards.

LILLARD voiced concern for people who wanted to apply for State or Federal Grants and how it might be an issue to meet the standards of the application due to vagueness if they were to follow the Commercial Historic District Standards document with how it is written now.

BOQUIST stated that during the City Council's work session and discussions with the Consultants, the Consultants advised that the standards should not be too specific because there are too many different types of buildings in the downtown area. When the standards provide more specific detail, some of the standards would work for some buildings, but not all of them. Having flexibility provides more options for the owner to improve their building. He felt the Consultants did a good job on identifying the intent of each standard and providing guidance on how each standard can be achieved.

BOZARTH stated how he felt the Consultants did a good job with reinforcing the flexibility that had been discussed in previous Work Sessions and believed the flexibility would help our downtown more than hurt it.

MIESNER asked if the standards could include a comment that informed people to check with the State and/or Federal

> Guidelines before applying for a Grant, to which BOQUIST replied that Staff already coordinates with applicants as they go through the process and encourages them to apply for State and Federal Grants and tax incentives when they are available.

> MIESNER asked if the comment could be incorporated on the application, to which BOQUIST responded they could certainly incorporate that in the application process. One of the conditions of the Work Session was that in addition to the application packet they were to include resources for applicants to look at.

> A discussion was held regarding how interpreting the Commercial Historic District Standards changes from person to person depending on their perspective and how this document was written with standards to provide a mixand-match option list depending on the project.

> Mayor CLEMENTS noted he understood LILLARD's concern with interpretation, but felt that the application was adequate to guiding the applicant to a collection of standards, to which BOQUIST agreed. He stated it was really difficult to create a one-size fits all standard that would apply to every building and believed the Design Standards they came up with were the best they can do for now. Since the standards were written in a Resolution, it would not be a complicated process to change them down the road, if needed.

> In response to Mayor CLEMENTS' question of how often the standards would get applied, BOQUIST responded it would depend on the number of applicants each year, whether they were applying for a Façade Grant or Call for Projects or wanting to do a restoration.

> GLABE expressed he was pleased with the revisions that had been made in the Design Standards and felt they struck a good balance between allowing flexibility, but not too much flexibility. He also reminded again that the Historic District Design Standards document needed some polishing in terms of verbiage and graphic placement.

> Mayor CLEMENTS stated he liked the format and felt it was a good key for users to know what standards they would qualify for. Having a little bit of flexibility was great as long as there were boundaries within the flexibility.

None

None

COUNCIL DISCUSSION

PUBLIC COMMENTS

MOTION

The following Motion was introduced by ROCK; BOZARTH providing the Second:

> <u>MOTION</u>: I move that the proposed Resolution adopting the Commercial Historic District Standards be Read by Title Only, Put to a Vote, and Passed along with Mike BOQUIST reviewing and polishing the final version.

> Upon Mayor CLEMENTS' request, Acting City Recorder STOCKHOFF read the proposed Resolution by Title Only.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, REPEALING RESOLUTION NUMBER 4557, SERIES 2009; ADOPTING COMMERICAL HISTORIC DISTRICT DESIGN STANDARDS; AND REPEALING ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS THAT CONFLICT HEREWITH [4825]

<u>MSC.</u> FIVE (5) of the SIX (6) Councilors present voted in the affirmative; LILLARD voted in opposition because he felt the Design Standards were too vague; HOWARD was absent

COUNCIL DISCUSSION

VOTE

b. <u>Consider</u>: Resolution: Annexation of Property at 1607 and 1609 Gildcrest Drive File Number 01-ANP-22

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

NONE

excused.

Michael BOQUIST, Community Development Director

BOQUIST stated that the subject property, 1607 and 1609 Gildcrest Drive, was located within the City of La Grande Urban Growth Boundary and the property owners requested annexation into the City of La Grande, City Limits, in exchange for receiving City water and sewer services for the construction of two (2) cottage homes (detached duplex). City Ordinances required that properties be annexed into the City limits prior to receiving the requested City services.

BOQUIST noted that in accordance with Oregon Revised Statutes (ORS) 222.125, this request may be approved by Resolution when the request included 100% property owner consent(s) and consent from the majority of the electors. If these requirements were met, the legislative body (City Council) may "proclaim the annexation" by Resolution. In this case, the property owners have signed a Consent to Annex Agreement, which represented 100% of the property ownership. The property was currently under development with two (2) cottage homes and there were no electors residing on the property. The applicable requirements were met to annex the property by Resolution.

Mayor CLEMENTS asked if this project was located off of 12th Street, to which BOQUIST replied yes. This was a new

service line that went in last year to accommodate a couple of other properties that were annexed at that time.

Once these properties are annexed, Mayor CLEMENTS asked if the city limits could be adjusted to bring in other Urban Growth Boundary properties that are islands, surrounded by City limits, to which BOQUIST replied yes, however, forcing annexation was not the City's goal or intent. While State law does include a process for annexing properties without the owner's consent, the City has historically only considered annexations upon request.

In reference to Exhibit 'A' of the proposed Resolution, MIESNER asked for explanation for the red lines and grayed areas on the document, to which BOQUIST explained that Lot 602 marked Parcel three (3), which was shaded in gray, was the parcel that was highlighted to be annexed. Parcel two (2) was out of the city limits.

Mayor CLEMENTS asked what the red slashed lines represented in reference to Exhibit 'A', to which BOQUIST responded they represented different land divisions off of the County Assessor map.

PUBLIC COMMENTS

COUNCIL DISCUSSION

MOTION

The following Motion was introduced by BOZARTH; ROCK providing the Second:

<u>MOTION</u>: I move that the proposed Resolution annexing property located at 1607 and 1609 Gildcrest Drive, be Read by Title Only, Put to a Vote, and Passed.

Upon Mayor CLEMENTS' request, Acting City Recorder STOCKHOFF read the proposed Resolution by Title Only.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, DECLARING CERTAIN TERRITORY ANNEXED TO THE CITY OF LA GRANDE, UNION COUNTY, OREGON; SPECIFICALLY, PROPERTY AT 1607 AND 1609 GILDCREST DRIVE; T3S, R38E, SECTION 17BD, TAX LOT 602 [4826]

COUNCIL DISCUSSION

VOTE

None

None

None

<u>MSC.</u> (unanimous)

c. <u>Consider</u>: Authorizing City Manager to sign Inter-Agency Agreement with La Grande School District for use of Pioneer Park Baseball and Softball Fields

STAFF REPORT	Mayor CLEMENTS requested the Staff Report.		
	Stu SPENCE, Parks & Recreation Director		
	SPENCE stated that after a significant investment in the artificial field turf on both Optimist Field and Trice Community Field, the La Grande School District (LGSD) was requesting to enter into an Inter-Agency Agreement with the City of La Grande that clarified field usage and annual payments for future turf replacement cost. As of this writing the proposed language had yet to be finalized. The District would also submit annual Field Users Agreements that address the seasonal use of the facilities. The primary purposes of the Inter-Agency Agreement were to further define the District and City's responsibilities and to provide for ongoing financial support for the long-term maintenance of the artificial turf.		
	Mayor CLEMENTS stated his concern in regards to approving an agreement that was not yet finalized, to which SPENCE replied that the agreement had been finalized and approved by the District. The comment in question was "Repairs to damage that occur during District Use shall be the responsibility of the District". In past annual agreements, the District already agreed to these terms, and once SPENCE clarified that to the District, they approved the language in the proposed agreement. This would be the final document to sign if approved.		
	MIESNER agreed that whoever was renting the space should be responsible for any damages.		
PUBLIC COMMENTS	None		
COUNCIL DISCUSSION	None		
MOTION	The following Motion was introduced by GLABE; ROCK providing the Second:		
	<u>MOTION</u> : I move that we authorize the City Manager to finalize and sign an Inter-Agency Agreement with the La Grande School District for the Use of Pioneer Park Baseball and Softball Fields.		
COUNCIL DISCUSSION	None		
VOTE	MSC. (unanimous)		
	SPENCE made the Council aware of a similar agreement for Eastern Oregon University (EOU) that would be presented to them within the next couple of months.		
d Considery Appointing Citizans to Various			

d. <u>Consider</u>: Appointing Citizens to Various Committees/Commissions; Arts and Planning

	Mayor CLEMENTS briefly explained the process for appointing citizens to the City of La Grande's Arts Commission.
MOTION	The following Motion was introduced by CLEMENTS; ROCK providing the Second:
	MOTION: I move that Rikki Jo Hickey be appointed to the Arts Commission, for the remainder of a three-year term, which will expire December 31, 2024.
COUNCIL DISCUSSION	None
VOTE	<u>MSC.</u> (unanimous)
	Mayor CLEMENTS briefly explained the process for appointing citizens to the City of La Grande's Planning Commission.
MOTION	The following Motion was introduced by CLEMENTS; ROCK providing the Second:
	<u>MOTION</u> : I move that Matthew Gougherty be appointed to the Planning Commission, for the remainder of a four-year term, which will expire December 31, 2025; and Roxie Ogilvie be appointed for the remainder of a three-year term, which will expire December 31, 2024.
COUNCIL DISCUSSION	None
VOTE	<u>MSC.</u> (unanimous)
UNION COUNTY COMMISSIONERS UPDATE	Commissioner Matt SCARFO mentioned the Cascadia exercise that was held last week and expressed that he thought it turned out fantastic. He thanked several members from the City of La Grande for participating in that exercise.
	SCARFO shared that North East Oregon Economic Development District (NEOEDD) was currently working on sending postcards out to everyone in Union County regarding a potential \$1 billion dollars in Federal funds that could be used toward Broadband in Oregon. He explained what the funds could be used for and encouraged everyone to fill out their postcard once they receive them.
	In response to LILLARD's question about whether the County had any plans in response to the recent COVID-19 surge in cases as well as CDC's recommendation of wearing masks indoors again, SCARFO stated that he was in contact with the Public Health Director and Grande Ronde Hospital and everyone was aware of the rising cases; however, currently there were fifty-two (52) ICU beds available in our region, at this time, and felt the resources available could

STAFF COMMENTS

handle the spike in cases. With the spread of COVID still a threat to others, he encouraged anyone who has symptoms to stay home.

SPENCE stated the restroom on the South end of Morgan Lake was now accessible and open to the public. He thanked the Public Works Department for helping get the ADA parking pad installed. The project was funded by the Oregon Department of Fish and Wildlife and the State Marine Board.

BELL gave an update on the staffing levels at the La Grande Police Department. The 911 Dispatch Center remained fully staffed and there was currently only one (1) Police Officer position open. One Police Officer would be graduating from the Police Academy in September, 2022.

BELL mentioned how pleased he was to be a part of the Cascadia event that SCARFO had mentioned earlier. He shared that the exercise included other agencies and organizations that were all part of the Incident Command System (ICS) structure and it was great to see everyone working together.

In response to Mayor CLEMENTS' question in regards to what a Cascadia event would look like, BELL explained the scenarios that were demonstrated during the event; such as a landslide within Union County, Infrastructure damage, and damage to the 2nd Street viaduct. The exercise tested their response on a series of critical events that may happen. The training was a valuable tool to be able to work with other emergency responders and exercise the emergency response plans together.

Mayor CLEMENTS asked if the National Guard was involved, to which BELL stated that four (4) counties in Eastern Oregon were involved, but he did not see the National Guard involved in the training on that day.

BOQUIST stated that the Urban Renewal Agency and the Urban Renewal Advisory Commission had a Joint Special Session Meeting for the Call For Projects Program scheduled for Wednesday, July 13, 2022.

CARPENTER gave an update on a couple of Public Works projects. They were finishing up the paving on Hall Street and the next paving project would take place on S Avenue, in the area of Anderson Perry and Fir Street. In reference to City of La Grande's Crazy Days event, CARPENTER assured that any ramps downtown that were ripped up would be back together in time for Crazy Days.

BOZARTH asked when the project on Gekeler Lane was going to start, to which CARPENTER replied he was still

finishing up the design this week and would be sending the documents out for bidding. His plan was to award the project in August and to get the project started in September, 2022.

Mayor CLEMENTS shared that the 2nd Street viaduct was now open, which was approximately eighteen (18) days ahead of schedule.

INTERIM CITY MANAGER COMMENTS

CITY COUNCIL COMMENTS

GLABE mentioned they had received an email from the League of Oregon Cites (LOC) stating there was still a lot of State money available that was related to COVID-19 funding. The State was encouraging people to apply for the funds because if unused, the funds go back to the Federal Government. One of the uses other cities have successfully applied for was bringing water and sewer in to certain areas of the city that might have less access and suggested Staff look to see if there were any projects this money could be used towards, specifically the Union County Fairgrounds project.

There being no further business to come before this Regular Session of the Council, Mayor CLEMENTS adjourned the meeting to the Urban Renewal Agency Regular Session at 7:07 p.m. The Council is scheduled to meet again in Regular Session on Wednesday, August 3, 2022, at 6:00 p.m., in the Council Chambers of City Hall, 1000 Adams Avenue, La Grande, Oregon.

None

Kayla A. Brainerd Assistant to the City Manager Stephen E. Clements Mayor

APPROVED: _____

COUNCIL ACTION FORM

Council Meeting Date: August 3, 2022

<u>PRESENTER</u>: Lisa Dawson, Executive Director, NEOEDD Robert A. Strope, City Manager

<u>COUNCIL ACTION</u>: PUBLIC HEARING TO CONSIDER COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CLOSEOUT: MICRO-ENTERPRISE DEVELOPMENT PROJECT

- 1. MAYOR: Open the Public Hearing and Request the Staff Report
- 2. <u>MAYOR</u>: Invite Public Comment
- 3. <u>MAYOR</u>: Invite Council Discussion
- 4. <u>MAYOR</u>: Announce that the Public Hearing is Closed and that any comments received will be incorporated in the grant closeout documents and no further action is required by the City Council.

EXPLANATION: In September, 2019, the City of La Grande sponsored a Community Development Block Grant (CDBG) for the Micro-Enterprise Program and requested a \$75,000 grant for Northeast Oregon Economic Development District (NEOEDD) business development programs in Union, Baker and Wallowa Counties. Upon completion of the grant, the City is required to solicit public comments on the program. The purpose of this hearing is to solicit those comments.

The City of La Grande was awarded the CDBG and NEOEDD began offering classes in January, 2020. Since that time, NEOEDD has delivered eleven (11), six-week business development courses, called Foundations in Business. These classes use the interactive Birds-Eye curriculum, to teach students how to develop in-depth business plans. Sixty-four (64) people participated in these classes in the tri-county region. One Destination Creation class was offered with three (3) participating students. This was an 8-session class offered online to support businesses trying to convert their businesses to customer destinations. Finally, a one-session class called Getting Traction was offered with nine (9) students attending this marketing and customer engagement class. Of the seventy-six (76) students who participated in the classes, thirty-five (35) owned and operated businesses prior to taking the CDBG class. Twenty (20) students started a new business after taking the class and nineteen (19) of those registered a new business with the Oregon Secretary of State's Office. It is anticipated that one (1) additional student will open or buy a business in the next two (2) years. One (1) of the requirements of the CDBG is that at least thirty (30) students needed to be low-moderate income students. NEOEDD served forty-nine (49) low-moderate income students, more than exceeding our goal of serving thirty (30) students.

Because of COVID, class schedules were disrupted and four (4) of the classes were offered online. This reduced the cost of delivering the classes and NEOEDD was unable to utilize the full grant amount. \$62,975 of the \$75,000 grant was spent.

NEOEDD has received some funding to provide technical assistance to businesses in Union and Wallowa Counties through June of 2023. Because of that funding, NEOEDD will not be seeking CDBG funding to support classroom training over the next year.

Reviewed By: (Initial)		COUNCIL ACTION (Office Use Only)
City Manager City Recorder Aquatics Division Building Department ED Department Finance	Human Resources Dept Library Parks Department Planning Department Police Department Public Works Department	Motion Passed Motion Failed; Action Tabled: Vote:
Fire Department	_	Resolution Passed Effective Date:

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COUNCIL ACTION FORM

Council Meeting Date: August 3, 2022

<u>PRESENTER</u>: Lisa Dawson, Executive Director, NEOEDD Robert A. Strope, City Manager

<u>COUNCIL ACTION</u>: PUBLIC HEARING TO CONSIDER COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CLOSEOUT: EMERGENCY SMALL BUSINESS AND MICRO-ENTERPRISE ASSISTANCE GRANT PROGRAM

- 1. <u>MAYOR</u>: Open the Public Hearing and Request the Staff Report
- 2. <u>MAYOR</u>: Invite Public Comment
- 3. <u>MAYOR</u>: Invite Council Discussion
- 4. <u>MAYOR</u>: Announce that the Public Hearing is Closed and that any comments received will be incorporated in the grant closeout documents and no further action is required by the City Council.

EXPLANATION: In June, 2020, the City of La Grande sponsored a Community Development Block Grant (CDBG) for the emergency small business and microenterprise assistance grant program. \$150,000 was requested to pass through Northeast Oregon Economic Development District (NEOEDD) to qualifying businesses in Union County. NEOEDD served as the Microenterprise organization required to provide outreach and assistance to applicants. This service was provided at no cost to the City. The purpose of the program was to provide grants to businesses negatively affected by COVID-19 closures and impacts. Upon completion of the grant, the City is required to solicit public comments on the program. The purpose of this hearing is to solicit those comments.

The City of La Grande was awarded the CDBG and NEOEDD began assisting applicants and offering grants to businesses in August, 2020. Grants were available to low-moderate income microentrepreneurs and to businesses with qualifying employees with wages of \$36,050 or less annually. The businesses had to have experienced COVID-related impacts that exceeded the total amount of all other COVID-related funding (grant or loan) that they had received from any other source. Microentrepreneurs could receive up to \$10,000 and businesses could receive up to \$2,500 per qualifying employee. Finding qualified applicants proved to be difficult. Part of the difficulty in finding qualified businesses was collecting documentation that justified their grant request. NEOEDD staff spent a significant amount of time working with applicants and helping them submit the necessary documentation, but many applicants chose not to participate in the program after they learned about the documentation requirements.

In all, eight (8) microentrepreneurs and four (4) employers with thirty-one (31) low-moderate income employees have received grants from the program. All funding has been disbursed.

fice Use Only)

First Reading:	
Second Reading:	
Effective Date:	

COUNCIL ACTION FORM

Council Meeting Date: August 3, 2022

PRESENTER: Michael Boquist, Community Development Director

<u>COUNCIL ACTION</u>: CONSIDER ADOPTING AN ORDINANCE REFERRING TO THE VOTERS A BAN ON PSILOCYBIN SERVICE CENTERS AND THE MANUFACTURING OF PSILOCYBIN PRODUCTS; OR A TEMPORARY BAN ON PSILOCYBIN PRODUCT MANUFACTURES AND PSILOCYBIN SERVICE CENTERS WITHIN THE CITY'S JURISDICTION.

- 1. <u>MAYOR</u>: Open the Public Hearing and ask that the Rules of Order for this Public Hearing be read in their entirety.
- 2. <u>MAYOR</u>: Request Staff Report
- 3. <u>MAYOR</u>: Invite Public Testimony from those in Favor, in Opposition, and ending with those Neutral to either of the proposed Ordinances
- 4. <u>MAYOR</u>: Invite Council Discussion
- 5. MAYOR: Close the Hearing and Entertain a Motion

SUGGESTED MOTION 1: I move that an emergency be declared to exist and that the proposed Ordinance declaring a ban on psilocybin service centers and the manufacturing of psilocybin products, with an emergency declaration be Read by Title Only, Put to a Vote, and Adopted.

OR

SUGGESTED MOTION 2: I move that an emergency be declared to exist and that the proposed Ordinance declaring a temporary ban on psilocybin service centers and the manufacturing of psilocybin products, with an emergency declaration be Read by Title Only, Put to a Vote, and Adopted.

- 6. <u>MAYOR</u>: Invite Additional Council Discussion
- 7. <u>MAYOR</u>: Ask the City Recorder to Read the proposed Ordinance by Title Only
- 8. <u>MAYOR</u>: Ask for the Vote

<u>EXPLANATION</u>: Oregon Ballot Measure 109 has legalized the use of psilocybin mushrooms in certain circumstances. The action before the City Council is to determine how the City shall proceed based on the options available under the measure.

Background:

- A. In November 2020, Oregon voters (56%) approved Ballot Measure 109, known as the Oregon Psilocybin Service Act which allows for the manufacturing, delivery and administration of psilocybin at supervised, licensed facilities.
- B. Psilocybin mushrooms are wild or cultivated mushrooms that contain psilocybin, a naturally occurring psychoactive and hallucinogenic compound that produce changes in perception, mood, and cognitive processes.

- C. ORS 475A.235 provides that the Oregon Health Authority (OHA) will regulate the manufacturing, transportation, delivery, sale and purchase of psilocybin products and the provision of psilocybin services in the State.
- D. The OHA has initiated a rulemaking process and intends to begin accepting applications for proposed facilities, beginning on January 2, 2023.
- E. The OHA has not completed the rulemaking process for implementing the State's psilocybin program and there are still a lot of things unknown about the regulation process.
 - For instance, there is nothing known so far about how the OHA will regulate the administration of psilocybin so as to prevent DUIIs when persons leave the service centers.
 - Additionally, the criteria for dosage levels have not been released.
 - The State can impose a 15% tax on the sale of psilocybin products, but a municipality cannot impose a local tax.
- F. Because of the unknown elements of the rulemaking process, city staffs throughout the State do not know how the manufacturing, delivery and administration of psilocybin at supervised, licensed facilities will occur within city jurisdictions.

Options for Consideration:

The City has the following options for moving forward now that Measure 109 has passed:

Option 1: Do not refer the matter to the voters and allow Measure 109 (now codified as ORS 475A) to take effect.

• This is the easiest option, but doing nothing gives the City the least control over the siting of psilocybin facilities within the City's jurisdiction once the State starts granting licenses. The City would not have time to watch how the process unfolds in other jurisdictions and give OHA time to iron out its licensing process

Option 2: Do not refer the matter to the voters, but develop Time, Place and Manner restriction as allowed in Measure 109 (now codified as ORS 475A).

 Measure 109 allows cities to adopt an ordinance establishing Time, Place and Manner restrictions. If done as a stand-alone ordinance, this can be done immediately and in effect prior to the January 2, 2023, in advance of the State granting licenses. This stand-alone ordinance would not be a land use action subject to the much greater public notice and hearing process required when amending the City's land development code.

Option 3 (Recommended): Refer to the voters a total ban on the ability for psilocybin facilities to be sited within the City's jurisdiction.

- Options 3 and 4 are very similar, but this option imposes a permanent ban vs. a temporary ban/moratorium. Both options must be referred to the voters and the City may only choose one of these options, not both.
- If the City adopts an ordinance banning these activities, it will be referring this question to the voters, and if the voters pass a total ban, the City would not need to revisit this matter unless it wished to repeal the ban.

(Note: To refer this question to the voters, the City Council must pass an ordinance with an emergency clause for the ordinance to become effectively immediately upon its passage. This urgency is required as the deadline to submit a ballot title to the County Election clerk is August 19, 2022.)

Option 4: Refer to the voters a 2-year ban (moratorium) on the ability for psilocybin facilities to be sited within the City's jurisdiction.

- A 2-year ban (moratorium) would give the City time to watch how the process unfolds in other jurisdictions and give OHA time to iron out its licensing process. Then, the City could develop Time, Place and Manner restrictions based on what we learn.
- If the City Council adopts an ordinance establishing a 2-year moratorium, referring this question to the voters, and the voters pass a 2-year moratorium, the City Council can refer the question of a temporary or permanent ban to the voters again at the end of the 2-year period.

• One concern regarding Option 4 is the ability to adequately educate the voters regarding the purpose of the temporary ban so they can make an informed decision.

(Note: To refer this question to the voters, the City Council must pass an ordinance with an emergency clause for the ordinance to become effectively immediately upon its passage. This urgency is required as the deadline to submit a ballot title to the County Election clerk is August 19, 2022.)

Recommendation:

The City Manager and Community Development Director recommend that the Council proceed with Option 3 (total ban), the Reading by Title Only and the passage of the proposed Ordinance.

This option is recommended as it is consistent with the City's current ban on marijuana facilities.

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Reviewed By: (Initial) City Manager City Recorder Aquatics Division Building Department ED Department Finance Fire Department		Human Resources Dept Library Parks Department Planning Department Police Department Public Works Department	775	COUNCIL ACTION (Office Use Only) Motion Passed Motion Failed; Action Tabled: Vote: Resolution Passed # Effective Date: Ordinance Adopted # First Reading:

Second Reading: _ Effective Date:

RULES OF ORDER FOR A LEGISLATIVE PUBLIC HEARING

CITY RECORDER READS TO THE PUBLIC:

- A. These Rules of Order are applicable to the Public Hearing for either referring to the voters a proposed Ordinance declaring a ban on psilocybin service centers and the manufacturing of psilocybin products or a two-year moratorium on such activities.
- B. This is a legislative hearing, therefore Councilor ex parte or pre-hearing contact does not apply.
- C. The Hearing will proceed as follows:
 - 1. The Mayor will open the Public Hearing and request the Staff Report.
 - 2. The Mayor will then accept public testimony relating to the matter. There is a three-minute time limit for testimony. The order of testimony this evening will begin with that of Proponents (those in favor), followed by Opponents (those opposed), and ending with those Neutral to the Ordinance being adopted.
 - 3. The proceedings are being electronically recorded, to be converted to written Minutes. When testifying, please step to the podium and **clearly print** your name and address on the speaker sign-in sheet. Please **state** <u>only</u> your name before addressing the Council.
 - 4. Members of the City Council may ask questions of the Staff at any time.
 - 5. Subsequent to deliberation, the Mayor will close the Hearing.

CITY of LA GRANDE ORDINANCE NUMBER SERIES 2022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, DECLARING A BAN ON PSILOCYBIN SERVICE CENTERS AND THE MANUFACTURE OF PSILOCYBIN PRODUCTS; AND DECLARING AN EMERGENCY

WHEREAS, in November 2020, Oregon voters approved Ballot Measure 109, known as the Oregon Psilocybin Service Act (codified at ORS 475A), which allows for the manufacture, delivery and administration of psilocybin at licensed facilities; and

WHEREAS, ORS 475A.235 provides that the Oregon Health Authority will regulate the manufacturing, transportation, delivery, sale and purchase of psilocybin products and the provision of psilocybin services in the state; and

WHEREAS, the Oregon Health Authority has initiated a rulemaking process to implement the state's psilocybin regulatory program and intends to begin accepting applications for psilocybin-related licenses on January 2, 2023; and

WHEREAS, as of August 3, 2022, the Oregon Health Authority has not completed the rulemaking process for implementing the state's psilocybin regulatory program, and the City of La Grande is uncertain how the manufacture, delivery and administration of psilocybin at licensed psilocybin facilities will operate within the City; and

WHEREAS, ORS 475A.718 provides that a City Council may adopt an Ordinance to be referred to the electors of the City prohibiting the establishment of state licensed psilocybin product manufacturers and/or psilocybin service centers in the area subject to the jurisdiction of the City; and

WHEREAS, the City Council seeks to refer to the voters of City of La Grande the question of whether to establish a ban on state-licensed psilocybin product manufacturers and psilocybin service centers within the City's jurisdictional boundaries.

Now, therefore,

THE CITY OF LA GRANDE ORDAINS AS FOLLOWS:

<u>Section 1</u>. <u>PROHIBITION</u>. The establishment of psilocybin product manufacturers licensed under ORS 275A.290 and psilocybin service centers licensed under ORS 475A.305 is prohibited in the City of La Grande.

<u>Section 2</u>. <u>REFERRAL</u>. This Ordinance is referred to the electors of the City of La Grande for approval at the next statewide general election on November 8, 2022.

<u>Section 3</u>. <u>EMERGENCY</u>. This Ordinance being necessary of the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this Ordinance takes effect on its passage.

City of La Grande Ordinance Number _____ Series 2022 Page 2 of 2

<u>Section 4</u>. <u>EFFECTIVE DATE</u>. This Ordinance shall become effective immediately upon its adoption by the City Council of the City of La Grande, Union County, Oregon, and its approval by the Mayor; specifically, August 3, 2022.

ADOPTED AND APPROVED on this Third (3rd) day of August, 2022, by _____ (__) of _____ (__) Councilors present and voting in the affirmative.

Stephen E. Clements, Mayor

ATTEST:

Stacey M. Stockhoff Acting City Recorder

CITY of LA GRANDE ORDINANCE NUMBER SERIES 2022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, DECLARING A TEMPORARY BAN ON PSILOCYBIN SERVICE CENTERS AND THE MANUFACTURE OF PSILOCYBIN PRODUCTS; AND DECLARING AN EMERGENCY

WHEREAS, in November 2020, Oregon voters approved Ballot Measure 109, known as the Oregon Psilocybin Service Act (codified at ORS 475A), which allows for the manufacture, delivery and administration of psilocybin at licensed facilities; and

WHEREAS, ORS 475A.235 provides that the Oregon Health Authority will regulate the manufacturing, transportation, delivery, sale and purchase of psilocybin products and the provision of psilocybin services in the state; and

WHEREAS, the Oregon Health Authority has initiated a rulemaking process to implement the state's psilocybin regulatory program and intends to begin accepting applications for psilocybin-related licenses on January 2, 2023; and

WHEREAS, as of August 3, 2022, the Oregon Health Authority has not completed the rulemaking process for implementing the state's psilocybin regulatory program, and the City of La Grande is uncertain how the manufacture, delivery and administration of psilocybin at licensed psilocybin facilities will operate within the City; and

WHEREAS, ORS 475A.718 provides that a City Council may adopt an Ordinance to be referred to the electors of the City prohibiting the establishment of state licensed psilocybin product manufacturers and/or psilocybin service centers in the area subject to the jurisdiction of the City of La Grande; and

WHEREAS, the City of La Grande City Council believes that temporarily prohibiting psilocybin product manufacturers and psilocybin service centers within the City's jurisdictional boundaries to enable the adoption of the state's psilocybin licensing and regulatory program and to allow the City to adopt reasonable time, place, and manner regulations on the operation of psilocybin facilities is in the best interest of the health, safety and welfare of the people of the City of La Grande; and

WHEREAS, the City Council seeks to refer to the voters of La Grande, Oregon, the question of whether to establish a two-year temporary ban on state-licensed psilocybin product manufacturers and psilocybin service centers within the City's jurisdictional boundaries.

Now, therefore,

THE CITY OF LA GRANDE ORDAINS AS FOLLOWS:

<u>Section 1</u>. <u>PROHIBITION</u>. The establishment of psilocybin product manufacturers licensed under ORS 275A.290 and psilocybin service centers licensed under ORS 475A.305 is prohibited in the City of La Grande.

<u>Section 2</u>. <u>REFERRAL</u>. This Ordinance is referred to the electors of the City of La Grande for approval at the next statewide general election on November 8, 2022.

<u>Section 3</u>. <u>EMERGENCY</u>. This Ordinance being necessary of the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this Ordinance takes effect on its passage.

City of La Grande Ordinance Number _____ Series 2022 Page 2 of 2

<u>Section 4</u>. <u>EFFECTIVE DATE</u>. This Ordinance shall become effective immediately upon its adoption by the City Council of the City of La Grande, Union County, Oregon, and its approval by the Mayor; specifically, August 3, 2022.

Section 5. SUNSET. This Ordinance is repealed on December 31, 2024.

ADOPTED AND APPROVED on this Third (3rd) day of August, 2022, by _____ (__) of _____ (__) Councilors present and voting in the affirmative.

Stephen E. Clements, Mayor

ATTEST:

Stacey M. Stockhoff Acting City Recorder