

CITY of LA GRANDE
City Council Regular Session
Wednesday, March 2, 2022

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 March 2, 2022, on the La Grande Alive website at <https://eoalive.tv/city-events/> or on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

Any person may submit written comments or questions in advance of the meeting. Written comments must be received by 5:00 p.m. on Tuesday, March 1, 2022. The written comments will be read during the public comment section of the respective Agenda Item. Please email Public Comments to rstrope@cityoflagrande.org. Persons interested in providing virtual public comments shall contact City Staff at rstrope@cityoflagrande.org not later than 5:00 pm the day prior to meeting to make arrangements to participate in the meeting. Public Comments, whether written or virtual shall be limited to three minutes.

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

- a. Call to Order
- b. Roll Call

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 of Regular Session Minutes; February 2, 2022
- b. Consider: Approving OLCC Liquor License Application – Local Harvest [Bell]
- c. Consider: Approving OLCC Liquor License Application – Smoke City [Bell]

4. PUBLIC COMMENTS

Written comments received will be read during this portion of the Agenda for non-Agenda items, following virtual comments, if any. Written comments for Agenda items will be read when those items are considered.

5. PUBLIC HEARINGS

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. Consider: Resolution: Accepting City Wide Voluntary Sidewalk Local Improvement District Final Study and Report; Establishing a Public Hearing Date [Carpenter]
- b. Consider: Appointing Citizen to The Landmarks Commission [Clement]

8. UNION COUNTY COMMISSIONER'S UPDATE

9. STAFF COMMENTS

10. CITY MANAGER COMMENTS

11. CITY COUNCIL COMMENTS

12. ADJOURN TO URBAN RENEWAL AGENCY REGULAR SESSION

Sandra Patterson, City Recorder

The City Council is currently scheduled to meet again in a Regular Session on Wednesday, April 6, 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.

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: **March 2, 2022**

PRESENTER: **Robert A. Strobe, City Manager**

COUNCIL ACTION: **CONSIDER CONSENT AGENDA**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Entertain Motion

Suggested Motion: I move we accept the Consent Agenda as presented.

OR

Suggested Motion: I move we accept the Consent Agenda as amended.

- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Ask for the Vote

EXPLANATION: 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:** Approval of Regular Session Minutes; February 2, 2022
- b. **Consider:** Approving OLCC Liquor License Application – Local Harvest [BELL]
- c. **Consider:** Approving OLCC Liquor License Application – Smoke City [BELL]

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 _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____

CITY of LA GRANDE
City Council Regular Session
February 2, 2022

The meeting was available for viewing via the City's scheduled Charter Communications channel 180, on the La Grande Alive website at <https://eoalive.tv/city-events/> and on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

MINUTES

COUNCILORS PRESENT:

Stephen E. Clements, *Mayor*
Gary Lillard, *Mayor Pro Tem*
John Bozarth, *Councilor*
David Glabe, *Councilor*
Nicole Howard, *Councilor*
Mary Ann Miesner, *Councilor*
Justin Rock, *Councilor*

COUNCILORS ABSENT EXCUSED:

STAFF PRESENT

Robert Strobe, *City Manager*
Sandra Patterson, *City Recorder*
Stacey Stockhoff, *Assistant to the City Manager*
Gary Bell, *Police Chief*
Mike Boquist, *Community Development Director*
Carrie Bushman, *Interim Library Director*
Kyle Carpenter, *Public Works Director*
Heather Rajkovich, *Finance Director*
Stu Spence, *Parks and Recreation Director*

Per ORS 192.670(1), Councilors, Staff, and members of the public participated in this Regular Session by electronic communication.

CALL TO ORDER/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. **Consider:** Approval of Regular Session Minutes;
January 5, 2022

On the January 5, 2022, Regular Session City Council Minutes, LILLARD pointed out a correction to be made on page four (4), regarding the discussion between LILLARD

and GLABE, changing Union County Safe Communities Coalition to Union County Senior Council.

The following Motion was introduced by MIESNER; HOWARD providing the Second:

MOTION

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

VOTE

MSC. (unanimous)

PUBLIC COMMENTS

Greg AMMER addressed the Council with his personal observations and opinions regarding the budget process and disagreed with the Council's decision not to reappoint him to the Budget Committee at their January 5, 2022, Regular Session City Council Meeting. AMMER asked why the Council would vote for someone who has never been to a City Council or Work Session Meeting as well as vote for someone who does not ask questions during the Budget Hearing Meetings. He also stated that he was the only member of the Budget Committee who attended the budget training last year. Councilor ROCK voiced that he did not vote for AMMER and that was his choice to make. Councilor LILLARD stated that he voted for AMMER during the Councilor vote, but went with the consensus of the group when the motion was presented.

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. **Consider:** Approving an Increase in Refuse Collection Fees

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Robert STROPE, *City Manager*

STROPE shared that he met with Darin LARVIK, operator of Waste-Pro, formerly known as City Garbage Service, to discuss an increase in fees for refuse collection to cover increased costs for the recycling program. The Council granted a Fuel Cost Escalator to City Garbage Service in 2008 to account for the cost increase in fuel, which remained in the Resolution. Waste-Pro/City Garbage Service requested their last rate increase in cost for refuse collection services in 2018. Waste-Pro supplied a memo regarding the requested increase; a copy of which is now a permanent document in the master file for this Regular Session and by this reference incorporated herewith as if fully set forth.

STROPE stated that Waste-Pro was asking for a 12% increase with an administrative general Consumer Price Index (CPI) increase each year to avoid periodical large increases and allow for a smoother budget process and transition. Given the Franchise Agreement (Ordinance) required increases be approved by “Resolution of the City Council but not otherwise” the proposed Resolution does not include an annual CPI increase provision. Mr. Larvik was aware of this and has asked to move forward without the annual CPI provision. As noted in the memo, La Grande customers who have weekly residential pickup would see an increase from \$24.35 to \$28.40 per month.

STROPE noted that historically, the rates reflected on the Resolution have included the Franchise Fee as part of the fees shown, where applicable. When the last rate increase was approved in 2018, the Franchise Fee in place was 3%. When the Franchise Agreement was renewed in 2019, the Franchise Fee was increased to 7%, and Waste-Pro has been collecting and remitting the full 7% Franchise Fee as required since that time. The Resolution’s new rates shown include the 12% increase requested and reflect the increase from 3% to 7% for the Franchise Fee.

PUBLIC TESTIMONY

Upon Mayor **CLEMENTS’** request, **STOCKHOFF** shared one email received from Joy Cleaver regarding her opinion as to why the refuse collection fee increase should not be approved; a copy of which is now a permanent document in the master file for this Regular Session and by this reference incorporated herewith as if fully set forth.

COUNCIL DISCUSSION

In response to **LILLARD’s** question in regards to why curbside collection for glass items was not offered, **Darin LARVIK** explained the challenges associated with collecting glass separately from other recyclable items. He noted that paper and cardboard cannot be recycled if broken glass is present.

Upon Mayor **CLEMENTS’** request, **LARVIK** stated that potential state funding could be on its way for recycling programs in rural communities and explained that the funding could be used for new containers, to offset transportation costs, and new trucks. He also stated that collecting glass items at the Willow Street Recycling Depot was the best alternative in keeping the costs down for patrons at this time.

In response to **MIESNER’s** question regarding the rate for recycling service, **LARVIK** stated that it was inclusive with the garbage service rates, to which **STROPE** referenced page one (section a.1.) within the Resolution where it was explained.

MOTION

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

MOTION: I move that the proposed Resolution increasing fees for refuse collection by Waste-Pro be Read by Title Only, put to a vote and passed.

COUNCIL DISCUSSION

BOZARTH stated that increasing the rates on an annual basis would be ideal, to which a discussion was held regarding adjusting rates and fees more gradually over a yearly basis rather than every few years moving forward and the actions required to make this happen.

Upon Mayor CLEMENTS' request, City Recorder PATTERSON read the Proposed Resolution by Title Only:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, ADOPTING A HOUSEHOLD HAZARDOUS WASTE PROGRAM; AUTHORIZING A COMMINGLED CURBSIDE RECYCLING PROGRAM; ESTABLISHING FEES FOR VARIOUS REFUSE COLLECTION SERVICES, INCLUDING A FUEL COST ESCALATOR; AND REPEALING RESOLUTION NUMBER 4772, SERIES 2018; ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH [4817]

VOTE

MSC. (unanimous)

b. **Consider:** Approving Social Games Permit Application; *The La Grande Poker Room*

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Gary BELL, *Police Chief*

BELL stated Jacob BROWN applied for a permit to operate social games, which would be conducted at the La Grande Poker Room, located at 211 Fir Street, La Grande, OR 97850. Mr. Brown was requesting three (3) tables, at a cost of \$250 for the first table and \$100 each for the second and third tables, and he has paid the required nonrefundable fee. Since this license was being secured after January 1, 2022, the fees would be charged at the rate of one-half, as specified in City Ordinance.

BELL noted that Ordinance Number 2822, Series 1992 and Resolution Number 4814, Series 2021 provided for penalties and regulations for social gaming in La Grande. The State of Oregon ORS 167.121 was Oregon's Social Gaming Code. Applicant met the City's application requirements and passed the background check. Mr. Brown was the sole owner and operator of the business and had been supplied

a copy of both the City Ordinance and Resolution which outlined the social gaming regulations.

BELL shared that the City Council had authorization to approve the permit for the first year and the Chief of Police would approve annual permits thereafter. The Chief of Police could also revoke the permit for any violations. Permits were valid from July 1st to June 30th.

In response to LILLARD's question, BELL stated that this was a new permit application and he was not aware of any other social gaming permits that were valid at this time.

Councilor LILLARD and Councilor GLABE each voiced concern over the implementation of a social gaming space in La Grande, regarding gambling and the addiction problems that come with it.

BROWN voiced that the La Grande Poker Room would focus more on a social entertainment aspect opposed to strictly gambling. He noted that some of the dealers were addiction recovery specialists who were aware of what to look for to avoid gambling addiction among the customers.

PUBLIC TESTIMONY

None

COUNCIL DISCUSSION

MIESNER asked if there was a limit to the amount of social gaming establishments that could operate in La Grande, to which BELL stated that he was not aware of a limit.

Mayor CLEMENTS asked how many social gaming establishments were operating now, to which BELL stated he was unaware of any other social gaming establishments; if the La Grande Poker Room permit was approved, they would be the only valid social gaming establishment in La Grande.

BELL also voiced that BROWN was aware of the rules and regulations set forth in the body of the city ordinance.

MIESNER asked if there was a way to monitor that the rules and regulations were being followed, to which BELL stated that they would respond to complaints, if any, and check on the establishment when needed. BROWN assured the Council that he has good intentions for opening up a social gaming establishment that would be reputable and a benefit to La Grande.

MIESNER asked how many people could play at the tables, BROWN stated that the space could hold a maximum of twenty-seven (27) seats spread across three (3) tables, with approximately nine (9) players per table.

MOTION

The following Motion was introduced by MIESNER; HOWARD providing the Second:

MOTION: I move that the Social Gaming License Application for the La Grande Poker Room, be approved and signed by the Mayor.

COUNCIL DISCUSSION

None

VOTE

MSC. FIVE (5) of the SEVEN (7) Councilors voted in the affirmative; LILLARD and GLABE voted in opposition.

c. Consider: Adopting Retreat Summary and City/District Manager's Top Priorities; *Fiscal Year 2022-2023*

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Robert STROPE, *City Manager*

STROPE noted that the City of La Grande City Council, City Manager and Department Directors participated in the Council's Annual Goal Setting Retreat on Tuesday, January 25, 2022. During this Session, goals and priorities for Fiscal Year 2022-2023, were identified and discussed in preparation for developing the proposed Budget for the next Fiscal Year. Those goals and priorities serve as direction and guidance from the City Council. Additionally, the City Council also established the City/District Manager's Top Priorities for Fiscal Year 2022-2023.

STROPE stated that the Urban Renewal Agency would also adopt the same top priorities and approve the City and Urban Renewal Economic Development summary at their next Regular Meeting.

STROPE recapped the list of goals and priorities with the Council:

American Rescue Plan Act (ARPA) Funding

- Develop a recommended list of potential uses and or projects for the City's ARPA funds to maximize the use of the funds for City Council consideration.

Street and Road Infrastructure

- Develop recommendations for a long-term strategy to address the condition of the infrastructure to include potential funding options for City Council consideration with the intent of implementing the strategy upon approval.

Housing

- Implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.

Economic Development

- Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.

Staffing

- Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.

Fiscal management

- Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.

General Fund Capital Improvements

- Identify funding sources and strategy to address major capital needs.

FEMA Maps and Land Use Code Amendments

- Complete the submittal to FEMA requesting the City's Floodplain Maps be updated and respond to any requirements as needed throughout the process.
- Complete the revisions and adoption of the City's Land Use Codes as necessary.

Wildland Urban Interface

- In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of a wildfire or other natural disaster, such as the ones that devastated other communities in Oregon in 2020.

In response to BOZARTH's request regarding what "better trained" meant for City staff who would be interested in pursuing the position of City Manager, STROPE explained that this could include job shadowing with other Directors among other training opportunities with Northwest Community Development Institute and the Oregon City Manager's Association.

BOZARTH asked if there were costs associated with the training; STROPE stated that there could be some costs involved, which would be budgeted for, if needed.

PUBLIC TESTIMONY

None

COUNCIL DISCUSSION

STROPE stated that the Notice of Intent for under levy would go out to the taxing jurisdictions around February 17, 2022. A discussion was held regarding the process of how the

under levy for Urban Renewal would be discussed in more detail in future meetings.

MOTION

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

MOTION: I move that the City/District Manager's Top Priorities for Fiscal Year 2022-2023 as discussed during the Annual Council Retreat on January 25, 2022, and outlined on the attached City Council Retreat Summary, be adopted as presented.

COUNCIL DISCUSSION

None

VOTE

MSC. (unanimous)

d. Consider: Appointing Citizen to Arts Commission; *Cory Peeke*

Mayor CLEMENTS briefly explained the process for appointing citizens to the City of La Grande's Art Commission.

MOTION

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

MOTION: I move that Cory Peeke be appointed to the Arts Commission, for the remainder of a three-year term, which expires December 31, 2024.

COUNCIL DISCUSSION

None

VOTE

MSC. (unanimous)

UNION COUNTY COMMISSIONER'S UPDATE

Commissioner Matt SCARFO voiced that there was a rise in COVID cases in Union County in January, 2022, with a total of 1,113 cases but there were currently zero (0) COVID-related hospitalizations. He also extended a thank you to the National Guard for helping out in our local hospital due to the staffing shortage.

SCARFO noted that the legislative "short" session in Salem, Oregon, started yesterday, February 1, 2022, and there were several bills up for discussion.

Mayor CLEMENTS asked if the Union County Fairgrounds received funding for sewer services, to which SCARFO stated not yet, but they were still working on it.

STAFF COMMENTS

None

CITY MANAGER COMMENTS

With the approval of the draft priorities and retreat summary, STROPE stated that he would be sending a copy to the Budget Committee. He also noted that the Urban

Renewal Advisory Commission (URAC) would be meeting soon to talk about policy revisions for Call for Projects ahead of the Urban Renewal Agency Meeting scheduled on March 2, 2022.

CITY COUNCIL COMMENTS

Mayor CLEMENTS announced that filing for open Council positions was available now. Mayor CLEMENTS, LILLARD and BOZARTH voiced they were not running for re-election to the City Council.

There being no further business to come before this Regular Session of the Council, Mayor CLEMENTS adjourned the meeting at 6:56 p.m. The Council is scheduled to meet again in Regular Session on Wednesday, March 2, 2022, at 6:00 p.m., via electronic communications due to COVID-19 pandemic.

Stacey M. Stockhoff
Assistant to the City Manager

Stephen E. Clements
Mayor

APPROVED: _____

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: March 2, 2022

PRESENTER: Gary Bell, Police Chief

COUNCIL ACTION: CONSIDER APPROVING OLCC LIQUOR LICENSE APPLICATION: LOCAL HARVEST

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Request that Public Testimony be read into the Record
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the OLCC Liquor License Application for Limited On-Premises sales, Change of Ownership, for Local Harvest, be approved and signed by the Mayor

- 5. MAYOR: Invite Additional Council Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: Jamie and Joseph Cox, 515 S. 20th Street, La Grande, Oregon, 97850, have applied as a Limited Liability Company, J & J Cox, LLC, for Change of Ownership, Limited On-Premises sales, doing business as Local Harvest, located at 2104 Island Avenue, La Grande, Oregon, 97850. This business currently holds an Off-Premises license and a Limited On-Premises license. The Limited-On Premises license now allows for some limited off-premises sales.

A limited On-Premises license allows the establishment to sell and serve malt beverages, wine, and cider for consumption on the licensed premises. They may also sell malt beverages in a container holding seven or more gallons (keg) directly to consumers for consumption off the licensed premises.

They may sell malt beverages, wine, and cider to individuals in a securely covered container ("growler") for consumption off the licensed premises (the container may not hold more than 2 gallons)

They are eligible to apply to get pre-approved to cater some events off of the licensed premises. They are also eligible to apply for a "special event" license.

The City Manager recommends approval of this Agenda item as presented by Staff.

Reviewed By: (Initial)

City Manager NS

City Recorder JS

Aquatics Division _____

Building Department _____

ED Department _____

Finance _____

Fire Department _____

Human Resources Dept _____

Library _____

Parks Department _____

Planning Department _____

Police Department JS

Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1st Location	Date application received and/or date stamp:
<input type="checkbox"/> Brewery 2nd Location	
<input type="checkbox"/> Brewery 3rd Location	Name of City or County:
<input type="checkbox"/> Brewery-Public House 1st Location	
<input type="checkbox"/> Brewery-Public House 2nd Location	Recommends this license be:
<input type="checkbox"/> Brewery-Public House 3rd Location	
<input type="checkbox"/> Distillery	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Commercial	By: _____
<input type="checkbox"/> Full On-Premises, Caterer	Date: _____
<input type="checkbox"/> Full On-Premises, Passenger Carrier	OLCC USE ONLY
<input type="checkbox"/> Full On-Premises, Other Public Location	
<input type="checkbox"/> Full On-Premises, For Profit Private Club	Date application received:
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	By: _____
<input type="checkbox"/> Grower Sales Privilege 1st Location	License Action(s):
<input type="checkbox"/> Grower Sales Privilege 2nd Location	
<input type="checkbox"/> Grower Sales Privilege 3rd Location	
<input checked="" type="checkbox"/> Limited On-Premises	
<input type="checkbox"/> Off-Premises	
<input type="checkbox"/> Off-Premises with Fuel Pumps	
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1st Location	
<input type="checkbox"/> Winery 2nd Location	
<input type="checkbox"/> Winery 3rd Location	
<input type="checkbox"/> Winery 4th Location	
<input type="checkbox"/> Winery 5th Location	

2. Identify the applicant(s) applying for the license(s). ENTITY (example: corporation or LLC) or INDIVIDUAL(S) applying for the license(s):

~~XXXXXXXXXX~~ J&W COX LLC

 (Applicant #1) (Applicant #2)

 (Applicant #3) (Applicant #4)

3. Trade Name of the Business (Name Customers Will See)

LOCAL HARVEST

4. Business Address (Number and Street Address of the Location that will have the liquor license)

2104 ISLANDE AVE

City LAGRANDE	County UNION	Zip Code 97850
------------------	-----------------	-------------------



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) <p style="text-align:center; font-size: 1.2em;">LOCAL HARVEST</p>			
6. Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your mail) 			
City <p style="font-size: 1.2em;">LA GRANDE</p>	State <p style="font-size: 1.2em;">OREGON</p>	Zip Code <p style="font-size: 1.2em;">97850</p>	
9. Phone Number of the Business Location 		10. Email Contact for this Application 	
11. Contact Person for this Application <p style="font-size: 1.2em;">JAMIE COX</p>		Phone Number 	
Contact Person's Mailing Address (if different)	City	State	Zip Code

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

I understand that marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is **prohibited** on the licensed premises.

I attest that all answers on all forms, documents, and information provided to the OLCC are true and complete.

Applicant Signature(s)

- Each individual person listed as an applicant must sign the application.
- If an applicant is an entity, such as a corporation or LLC, at least one person who is authorized to sign for the entity must sign the application.
- A person with the authority to sign on behalf of the applicant (such as the applicant's attorney or a person with power of attorney) may sign the application. If a person other than an applicant signs the application, please provide proof of signature authority.

(Applicant #1)

(Applicant #2)

Joe Cox

(Applicant #3)

(Applicant #4)

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: **March 2, 2022**

PRESENTER: Gary Bell, Police Chief

COUNCIL ACTION: **CONSIDER APPROVING OLCC LIQUOR LICENSE APPLICATION: SMOKE CITY**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Request that Public Testimony be read into the Record
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the OLCC Liquor License Application for Off-Premises sales, Change of Ownership, for Smoke City, be approved and signed by the Mayor


- 5. MAYOR: Invite Additional Council Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: Farukh Fred Abdullah, 130 Ridge Drive, La Grande, Oregon, 97850, has applied as a Limited Liability Company, Smoke City, LLC, for Change of Ownership, Off-Premises sales, doing business as Smoke City, located at 2011 Cove Avenue, La Grande, Oregon, 97850. This business was previously known as Willow Grocery.

An Off-Premises license allows the sale and delivery of malt beverages, wine and cider in factory sealed containers to consumers for consumption off the licensed premises.

They are also eligible to apply to get pre-approval to provide sample tastings of malt beverages, wine, and cider for consumption on the premises. They are also eligible to apply for a "Temporary Sales License (TSL). The City Manager recommends approval of this Agenda item as presented by Staff.

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 _____



COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____



LIQUOR LICENSE APPLICATION

PRINT FORM

Tompkins

RESET FORM

62319 MB
PD 115122

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp:
Brewery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Brewery-Public House (BPH) 1 st location	Name of City or County:
BPH Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Distillery	Recommends this license be:
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Passenger Carrier	By: _____
<input type="checkbox"/> Full On-Premises, Other Public Location	Date: _____
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 st location	
GSP Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Limited On-Premises	OLCC USE ONLY
<input checked="" type="checkbox"/> Off-Premises	Date application received: <u>01/19/2022</u>
<input type="checkbox"/> Warehouse	Date application accepted: <u>01/19/2022</u>
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 st Location	License Action(s):
Winery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/> (4 th) <input type="checkbox"/> (5 th) <input type="checkbox"/>	C/O, C/TN

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)¹** applying for the license(s):

Smoke City LLC

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

3. Trade Name of the Business (Name Customers Will See)
SMOKE CITY

4. Business Address (Number and Street Address of the Location that will have the liquor license)
2011 Cove Ave

City da Grande	County Union	Zip Code 97850
--------------------------	------------------------	--------------------------

¹ **Read the instructions on page 1 carefully.** If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: **March 2, 2022**

PRESENTER: Kyle Carpenter, Public Works Director

COUNCIL ACTION: **CONSIDER ACCEPTING CITY WIDE VOLUNTARY SIDEWALK LOCAL IMPROVEMENT DISTRICT FINAL STUDY AND REPORT; ESTABLISHING A PUBLIC HEARING DATE**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Request that Public Testimony be read into the Record
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the Final Study and Report for the 2021 City Wide Voluntary Sidewalk Local Improvement District Number 21-066 be accepted and that the proposed Resolution establishing a Public Hearing date be read by title only, put to a vote and passed.

- 5. MAYOR: Ask City Recorder to Read the Resolution by Title Only.
- 6. MAYOR: Invite Additional Council Discussion
- 7. MAYOR: Ask for the Vote

EXPLANATION: Council established a City Wide Voluntary Sidewalk Local Improvement District for the year 2021 during the May 5, 2021, Regular Session. A Local Improvement District offers property owners a way to improve their property and maintain existing sidewalks. This contract assisted in facilitating sidewalk repair work upon property owner request.

The 2021 Voluntary Sidewalk Local Improvement District Number 21-066 ended December 31, 2021, with the total cost of projects repaired under the L.I.D. being **\$16,258.00**. Staff monitored approximately 760 square feet of sidewalk and driveway repairs, 2 new ADA ramps, and 40 feet of curb throughout La Grande during 2021.

The City Manager recommends approval of this Agenda item and passage of the proposed Resolution.

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 _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____

FINAL STUDY AND REPORT

To: Mayor and City Council
From: Kyle Carpenter, Public Works Director
Date: March 2, 2022

RE: The Final Study and Report of the Cost for the City Wide Voluntary Sidewalk Local Improvement District Number 21-066.

Project Description

This project consisted of the removal and replacement of existing concrete sidewalk, curbs, driveways, and all other incidental work required to construct sidewalks.

All construction work was performed in accordance with the City of La Grande standard specifications or as directed by the Public Works Department.

ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	TOTAL COST
2021 Cost for Construction					
1.	4-Inch Sidewalk (remove & replace)	S.F.	\$9.50	200	\$1,900.00
2.	6-Inch Sidewalk (remove & replace)	S.F.	\$11.50	100	\$1,150.00
3.	6-Inch Driveway (remove & replace)	S.F.	\$11.50	62.5	\$718.75
4.	Class 'C' Curb (remove & replace)	L.F.	\$65.00	11	\$715.00
5.	Curb & Gutter (remove & replace)	L.F.	\$80.00	29	\$2,320.00
6.	Tree & Root Removal	L.S.	Estimate	2	\$125.00
7.	Backfill & Seeding	S.F.	\$2.50	36.5	\$91.25
8.	Other Sidewalk Repairs (add rebar)	L.S.	Estimate	1	\$200.00
9.	4-Inch Sidewalk (New Construction)	S.F.	\$8.50	40	\$1,700.00
10.	6-Inch Sidewalk (New Construction)	S.F.	\$10.50	156	\$1,638.00
11.	6-Inch Driveway (New Construction)	S.F.	\$10.50	200	\$2,100.00
12.	Handicap Access Ramp	E.A.	\$1,800.00	2	\$3,600.00
	TOTAL 2021 CONSTRUCTION COST				\$16,258.00

Method of Assessment

100% Property Owner Participation

SUMMARY

Total Direct Costs	\$16,258.00
Total City Contribution	\$ - 0 -
Total Property Area Assessment	\$16,258.00
	=====
Total Final Sidewalk Improvement Costs	\$16,258.00

Respectfully submitted by:

Kyle Carpenter, Public Works Director

CITY of LA GRANDE
RESOLUTION NUMBER 4818
SERIES 2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE,
UNION COUNTY, OREGON, ESTABLISHING A PUBLIC HEARING DATE FOR
CITY WIDE VOLUNTARY SIDEWALK LOCAL IMPROVEMENT DISTRICT
NUMBER 21-066

WHEREAS, the City Council of the City of La Grande, Union County, Oregon, meeting in a Regular Session on May 5, 2021, initiated a City Wide Voluntary Sidewalk Local Improvement District within the City of La Grande, Union County, Oregon; and,

WHEREAS, the City Council of the City of La Grande, Union County, Oregon, meeting in a Regular Session on March 2, 2022, has accepted the Final Study and Report;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of La Grande, Union County, Oregon, that;

SECTION 1. There is hereby created within the City of La Grande, Union County, Oregon, Local Improvement District Number 21-066 for the City Wide Voluntary Sidewalk Improvement District.

SECTION 2. A Public Hearing is currently scheduled during the Regular Session of Wednesday, April 6, 2022, which begins at 6:00 p.m. in the Council Chambers in City Hall, 1000 Adams Avenue, La Grande, Union County, Oregon, in connection with the proposed Improvement District and any objections or remonstrances thereto or claims for damages as a result of such proposed Improvement District.

SECTION 3. The Finance Director shall give notice of the proposed improvement in accordance with and in conformity to Ordinance Number 2638, Series 1981, by mailing copies of the Notice of the Final Study and Report to the record owners of the property to be assessed for the cost of the improvement. All such notices shall be sent by Certified Mail.

SECTION 4. All construction work was performed in accordance with the City of La Grande standard specifications or as directed by the Public Works Department, as outlined in the Final Study and Report and the reflected estimate below.

CITY WIDE VOLUNTARY
SIDEWALK LOCAL IMPROVEMENT DISTRICT,
Number 21-066

Sidewalk Improvement Costs

Total Direct Costs	\$16,258.00
Total City Participation	\$ - 0 -
Assessable Property Owner Costs	\$16,258.00

SECTION 5. The Finance Director is authorized to provide financing for City Wide Voluntary Sidewalk Local Improvement District Number 21-066 through any legal means of finance, as set forth in Ordinance Number 2638, Series 1981, including, but not limited to, short-term City General Obligation Improvement Warrants.

PASSED and EFFECTIVE ON this Second, (2rd) Day of March, 2022, by _____ () of _____ () Councilors present and voting in the affirmative.

Stephen E. Clements, Mayor

Gary Lillard, Mayor Pro Tem

John Bozarth, Councilor

David Glabe, Councilor

Nicole Howard, Councilor

Mary Ann Miesner, Councilor

Justin Rock, Councilor

ATTEST:

Sandra Patterson, City Recorder

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: **March 2, 2022**

PRESENTER: Steve Clements, Mayor

COUNCIL ACTION: CONSIDER APPOINTING CITIZEN TO THE LANDMARKS COMMISSION

1. MAYOR: Explain Vacancy
2. MAYOR: Entertain Motion

Suggested Motion: I move that Rod Muilenburg be reappointed to the Landmarks Commission, for a three-year term, which will expire December 31, 2024.

3. MAYOR: Invite Council Discussion
4. MAYOR: Ask for the Vote

EXPLANATION: The Landmarks Advisory Commission is empowered by the City Council and charged with reviewing projects within the Downtown Historic District and those involving historic landmarks; and determining whether those projects are "historically appropriate."

This five-member Commission has two vacancies; one is due to the expiration of a term and one is due to a resignation. One vacancy is for a three-year term, which expires on December 31, 2024, and one vacancy is for a one-year term expiring on December 31, 2022.

Mr. Muilenburg has been serving on the Commission, and has applied for reappointment.

Currently seated members and their term expiration dates are: Katie Boula, 2024; Cassie Hibbert, 2023; and Lindsay Costigan, 2023. All terms expire on December 31, of the year indicated.

The reappointment of Mr. Muilenburg would leave one seat vacant on this Commission, for which Staff will continue to advertise.

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 _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____



CITY of LA GRANDE

Application for Boards, Advisory Commissions and Committees

Name: Rod Muilenburg
Street Address: 412 16th St
La Grande OR
Mailing Address: Same

Preferred Phone Number:
Alternate Number:

Email Address:

City Resident? [X] Yes [] No City Employee? [] Yes [X] No

Have you previously served on any of the City's Boards/Advisory Commissions/Committees? [X] Yes [] No

If yes, which one(s) and when? Landmark Commission
Applications will be retained for 90 days, after which you will need to complete a new application for consideration to fill a vacancy.

Applying for: Please indicate your preferences by putting a number in the box next to those on which you would like to serve...1 for your first choice, 2 for your second, etc.,—you may serve on two (2) plus the Budget Committee.

On how many Commissions, other than the Budget Committee, do you wish to serve? [X] One [] Two

- Checkboxes for various commissions: Air Quality, Arts, Budget Committee, Building Board of Appeals, Community Landscape and Forestry, Parking, Traffic Safety, and Street Maintenance, Parks and Recreation.

The following Advisory Commissions have specific requirements and expectations. Please initial on the line in front of the Advisory Commission for which you are applying to indicate that you meet and agree to these requirements and expectations.

[Initials] Landmarks Members appointed to the Landmarks Advisory Commission shall have a demonstrated interest, competence, or knowledge of historic preservation. At least three (3) members should be professionals from the disciplines of history, archaeology, planning, law, architecture or architectural history. An individual appointed to the Landmarks Advisory Commission shall be resident of the City or a property owner within the Historic District of the City of La Grande, Oregon; except that two (2) such members may be residents of Union County.

[] Library Chapter 357 of Oregon Revised Statutes requires that a public library be governed by a Library Advisory Commission. Commission members shall be individuals who are actively interested in Library services and programs, and in all instances, serve as advocates for the Cook Memorial Library, its services and programs. The five (5) Commissioners shall serve four-year (4-year) terms.

[] Planning Members of the Planning Commission are required to complete an annual Statement of Economic Interest, to be submitted to the Oregon Government Ethics Commission. ORS 227.020 provides the authority for the creation of a Planning Commission. The Commission renders final decisions in connection with certain land use procedures, unless appealed to the City Council. All five (5) members of the Commission shall reside within the Urban Growth Boundary, but only one (1) may reside outside the City limits. A member of the Planning Commission may serve no more than two (2) consecutive terms, but may again be considered for appointment after one (1) year of nonparticipation on the Commission.

[] Union County Tourism Advisory Committee City appointed members to this Advisory Committee shall be either the owner or manager of a large lodging property in La Grande, or the owner or manager of a La Grande retail business or restaurant.

Urban Renewal Advisory Committee (URAC) An individual appointed to the Urban Renewal Advisory Commission shall be actively interested in curing and preventing conditions of blight and improving the physical, economic and social conditions within the Urban Renewal District. Members shall be residents of La Grande; or the owner of real property or a business located in the Urban Renewal District; or an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal. Additionally, two Commissioners must own or manage a business (though it does not need to be located in the Urban Renewal District)

For URAC ONLY: Do you: Own a property(ies) or business(es) in the La Grande Urban Renewal District?

Yes No

If yes: Name of business: Red Maileburg Masonry Address: 412 16th St LaGrande OR

Do you: Own or manage a business(es)?

Yes No

If yes: Name of business: _____ Address: _____

Are you an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal?

Yes No

If yes: Name of Jurisdiction: _____ Position: _____

Please indicate why you are volunteering and what makes you a good candidate to serve. Please include any special training, experience, education, and/or qualifications you may have that are unique or specific to the Advisory Commission/Committee for which you are applying. (Please attach no more than one additional typewritten page).

Mason Contractor for 30 years in La Grande's
Historical District in compliance to 'Shippo' rules & Regs.

PLEASE RETURN YOUR COMPLETED APPLICATION TO: Stacey Stockhoff, Assistant to the City Manager, or Sandra Patterson, City Recorder; 1000 Adams Avenue/P. O. Box 670; FAX (541) 963-3333

Pursuant to City of La Grande Ordinance, applicants for Boards and Advisory Commissions/Committees may be subject to a background review. Please complete the following Release for Background Check. This information is for office use only and not subject to public disclosure.

Name: Red Maileburg
Mailing/Street: 412 16th St
(Address) La Grande OR 97050

Date of Birth: _____

Social Security #: _____

Signature [Handwritten Signature]

Date: 1/26/22

For Office Use Only

Criminal Background search completed by: Cari Marshall on 1/27/2021

Eligible for Hire
(negative)

Further investigation recommended
(positive)