

**CITY OF PORT ORFORD
REGULAR SESSION OF THE COMMON COUNCIL
THURSDAY, JUNE 15th, 2023, AT 5:30 P.M.**

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AGENDA

1. Call to order/roll call
2. Additions to the Agenda
3. House Keeping Items
4. Presentations to the Council/Citizens
5. Consent Calendar
 - a. Minutes 5/12/2023 (pg. 3-6)
 - b. Minutes 5/18/2023 (pg. 7-14)
 - c. OLCC Renewal for Port Orford Community Co-Op (pg. 15-16)
 - d. OLCC Renewal for Redfish (pg. 17)
 - e. OLCC Renewal for The Salty Dawg (pg. 18-19)
 - f. OLCC Renewal for Mr. Eds Espresso, Juice & Underground Pub (pg. 20-21)
 - g. OLCC Renewal for Dollar General (pg. 22-23)
 - h. OLCC Renewal for Ray's Food Place Sentry #55 (pg. 24-25)
 - i. OLCC License for Café 2.0 (pg. 26-29)
 - j. OLCC Event License for Jubilee/The Dive (pg. 30-41)
6. Citizen Concerns (Speak Only for Old & New Business Items on the Agenda)
7. Public Hearings
 - a. Resolution 2023-06 To Participate State Shared Revenue (pg. 42)
 - b. Resolution Adopting the 2023-2024 Budget. Imposing Permanent Tax Rate; Imposing Local Option for Public Safety; Categorizing Tax (pg.43-44)
 - c. Resolution Establishing Water Rates (pg. 45-46)
 - d. Resolution Awarding TLT Grants (pg. 47-58)
8. Departmental Reports –
 - a. Public works
 - b. Administration
 - c. Finance
 - d. Planning

e. Liaison Reports

Fire District - Tidey	TLT - Pogwizd	Watershed – Vileisis (pg. 49-50)
Port – Webb	Parks - Tidey	Emergency Mgmt. - Burns
School District - Rask	Main Street – Burns	

9. Old Business

- a. None

10. New Business

- a. Resolution 2023-08 Establishing Wages For 23-24 (pg. 59)
- b. Resolution 2023-09 Reasonable Regulation on Camping (pg. 60-67)

11. Continuing Action Items

- a. None

12. Considerations

- a. Citizens
- b. Staff
- c. Council
- d. Mayor

13. Future Meetings

Thursday, July 20th 2023; Regular Meeting In the Gable Chambers and Online at 5:30 pm

14. Adjourn

PUBLIC: When you join the meeting (5-10 min. prior to the meeting)

- If you plan to speak/comment during the meeting (when permissible to do so), please announce your name and “how: you are joining the meeting (computer, phone, in person). Speak slowly and clearly so the organizer may “find” you and identify your “caller” location
- Please wait to be called on to speak, to avoid talking over someone
- When you are not speaking, please mute yourself (so the organizer doesn’t have to do this)
- Please limit side conversations and multitasking while you are in the meeting
- Be aware even if you are not on camera, sound can be heard over unmeted phones and will be distracting. And if you are on camera “absences” will be noticeable and distracting
- To minimize feedback noise, we will only have the meeting host, Mayor and one other speaker unmuted at any time during the meeting.
- Please be aware that if poor etiquette is being observed, it may be called out so you have an opportunity to fix the situation

City of Port Orford
City Council Meeting
In the Gable Chambers / Virtual participants
Friday, May 12, 2023 at 3:30 P.M.

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>CA Pro Tem Milliman</i>	X
<i>Brett Webb</i>	X	<i>CA Huttl</i>	X
<i>Gary Burns</i>	X	<i>John Isadore, Public Works</i>	X
<i>Perri Rask</i>	Absent	<i>Shala Kudlac, City Attorney</i>	X
<i>Ann Vileisis</i>	X	<i>Joseph Harrison, City Recorder Pro Tem</i>	X
<i>Greg Tidey</i>	X		
<i>Tim Pogwizd</i>	X		

The minutes were prepared to the best of our ability considering the challenging quality of the audio for those attending in the Gable Chambers. There was an Executive session held between the Budget Workshop and Special Session that was not recorded.

Others Present: Barbra Wright and Cory Aschauer (Budget Committee members)

1. Roll Call: (3:30)

- a. Mayor Cox called to order this Workshop of the Common Council with the Budget Committee on May 12th, 2023, at 3:30 pm.

2. Presentation by City Admin Pro Tem Gary Milliman

- a. City Admin Pro Tem Gary Milliman started the meeting by reminding the Council and Committee that we only have a limited time at today's meeting. He and Deana Lang, the cities payroll assistant, worked together to get a working draft budget together; this was made harder due to missing info in the previous budget.
- b. The City Budget isn't a single budget; it's a compilation of multiple budgets from each department. As of now, the budget contains too many line items, more than larger cities with more substantial budgets. John Huttl will work on consolidating some of the items to reduce the size of the Budget.
- c. **The major concerns of the budget are currently;**
 - i. We're \$100,000 under our projected revenue from citations. The purpose of citation is not to generate revenue, but it is the second largest source of revenue for the city. This is expected to get worse next year as we have road work coming up.
 - ii. Miscellaneous Receipts usually isn't a large fund; however, we have \$128,000 in it at this time. This makes up for the shortfall in revenue from citations, however, it was a 1-time payment of COVID relief funds and will not be coming in next year.

- iii. \$450,000 was transferred out of the general fund into Water Enterprise Fund. Councilors ask how? Gary Milliman explained that the water enterprise fund is like a business and right now the city spending more money than its bringing in with water. This topic got tabled for the time due to time concerns, it will be addressed later in the meeting.
- iv. General fund is going to have more revenue and fewer costs than projected. \$350,000 transfer to Public Safety so the Levy was not sufficient.
- v. TLT revenue is \$47,000 over projected income.
- vi. Parks expenditures are exceeding funds in several areas, including a \$50,000 expenditure that wasn't here last week. Additionally, there were errors in reporting; according to budget, our Superintendent of Public Works, John Isadore, only spends \$1,000 worth of time working on parks buildings. This is a gross underestimate, and it is recommended to collapse staff into "personnel" and "benefits" items. There are a substantial number of small overages in varying amounts; \$4,758 was budgeted for parks projects, they have spent \$9,000 to date. If the \$50,000 was removed from Park advertising budget, the project budget would be \$80,000.
- vii. Public Safety: Insurance and bonds are the biggest expenditure. Mr. Milliman is concerned that this is the only balance he has seen in any budget he has worked on that started at a negative balance at the beginning of the year. (3:50)
- viii. Watershed: funds listed as a grant is actually a loan about \$800,000, 50% forgivable. It's currently mid-May, end of year is in June, so there is lack of clarity which year the funds should be budgeted in. The administration is in talks with the state to get an answer. The city is now in escrow to buy the 160 acres of land upstream of our reservoir to protect our drinking water source area in the North Fork Hubbard Creek watershed.
- ix. City Admin Huttel makes a quick comment about councilors and commissioners using proper mic etiquette to keep the recording clear for the recorder.
- x. Water usage revenue is down by about \$100,000, not surprising due to the curtailment. The city has ended the curtailment so it should be \$0. Elephant in the funding is a contract with Civil West for writing a BRIC grant application for our water. \$95,000 for this year and \$650,000 for next year for a total of approx. \$780,000. There are several funds, but the enterprise fund received a transfer of \$450,000 for the engineering projects. The former city administrator had clumped it, but only \$50,000 was spent; this cant be used for engineering, just construction and could have been spent directly from the General Fund.

- xi. Discussion among councilors; if the city budgeted \$450,000 and the city doesn't spend the entirety of it, what do we do with the remainder. Does Superintendent Isadore think the city needs to spend the rest?
 - a. Yes, the city needs to do the work and its price is set, the city administrator had assured Superintendent Isadore that the funds could be used from the water fund to finance waste-water projects; the Hummus pong needs to get cleared out. (4:07)
 - b. The \$750,000 is for Civil West to develop shovel ready projects because shovel ready projects are more likely to get funding.
 - c. The city needs to evaluate a priority list and ensure we can fund it.
- xii. Wastewater Plan has a \$100,000 item that has not had spending initiated and Superintendent Isadore believes it was to renew the Wastewater Master Plan. The City might be able to get by for another year without expending these funds on this project as the Wastewater Master Plans are good for a 10-year period, the previous one was drafted in 2016 and the \$100,000 might be better spent on other funds. (4:10)
- xiii. Budget requests. Next meeting the city needs to determine what is necessary and what can be afforded. This is made more difficult by the Cities current lack of a Financial Director; there are 7 different funds competing for funding and differences of opinion on that funding that need resolution. (4:20)
- xiv. The next couple of weeks is the time to get project budgets in and talk to the staff about their feasibility. The City has 6 weeks to get a years worth of work done. The recommendation from City Admin Pro Tem Gary Milliman is to construct a "Very Fiscally Conservative Budget"

3. Adjourn: (4:27)

- a. There being no further business, Mayor Cox Adjourned the workshop at 4:27 pm

4. Call To Order (4:29)

- a. Mayor Cox called to order the Special Session under ORS 192.660(2)(b) at 4:29 pm

5. Executive Session: ORS 192.660(2)(b)

- a. Executive Sessions are not recorded

6. Special Session (4:58)

- a. Mayor Cox closed the Executive session and entered the special session at 4:58 pm
- b. Councilor Tidey motions to terminate Jessica Ginsburg
- c. Councilor Webb seconded the motion

d. Vote Unanimously passed

Councilor Burns *Yes* *Councilor Vileisis* *Yes* *Councilor Webb* *Yes*
Councilor Pogwizd *Yes* *Councilor Tidey* *Yes*

7. Adjourn: (4:59)

a. There being no further business, Mayor Cox Adjourned the special session at 4:59 pm

Attest:

Mayor, Pat Cox

City Admin, John Huttl

**City of Port Orford
City Council Meeting
In the Gable Chambers / Virtual participants
Thursday, May 18, 2023 at 5:30 P.M.**

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>City Administrator (CA) John HuttI</i>	X
<i>Brett Webb</i>	X	<i>Shala Kudlac, City Attorney</i>	X
<i>Gary Burns</i>	X	<i>John Isadore, Public Works</i>	X
<i>Perri Rask</i>	Absent	<i>Joseph Harrison, City Recorder Pro Tem</i>	X
<i>Ann Vileisis</i>	X		
<i>Greg Tidey</i>	X		
<i>Tim Pogwizd</i>	X		

The minutes were prepared to the best of our ability considering the challenging quality of the audio for those attending in the Gable Chambers.

Others Present: 10 citizens in person, 5 virtually; Jen Bailey, Leah Heyl, Dave McCutcheons, & Rhone Stetzen

8. Roll Call: (5:30)

- a. Mayor Cox called to order this Regular Meeting of the Common Council on May 18th, 2023, at 5:30 pm.

9. Additions to the Agenda

- a. City Admin John HuttI asked that swearing him in under an oath of office be added to the agenda.
- b. Councilors discussed and agreed by consensus to add Dog Training in Buffington Park as an agenda item under Citizen Concerns.
- c. Mayor Cox asked to move Guy Vernon on behalf of the Rotary Club up to Presentations from Citizen Concerns.

10. Presentation to the City

- a. Oath of Office: Mayor Cox recited the Oath of Office, City Administrator John HuttI repeated with his right hand raised. Council and Citizens give approval via applause.
- b. Connie Hunter's presentation on Suicide Prevention and Brian Injury Among US military veterans. There will be screenings and resources available at a seminar on 5/19/2023 which will provide assistance in identifying potential injuries and developing strategies for treatment and plans for helping patients cope.
- c. Guy Vernon on behalf of the Rotary Club asked if the Council still wants renovations to the Community Building that were previously voted on and approved by the City Council. If the

Council still wants the renovations, there is a grant that the Rotary Club would like to apply to; they have already gotten preliminary sketches done by an architect. Mr. Vernon ended by thanking the Council for their time.

- i. Councilors voice approval of idea, however they also voiced concerns that the City is currently at administrative capacity, given major staff transitions. Councilor Vileisis has been in communication with the CCD about their capacity to help with this project. After the budget is finalized, Council and Administrator Huttl will need to determine if this is something the city can take on at this time.

11. Consent Calendar

- i. The Councilors had notes on the Minutes from 4/20/2023 and 5/4/2023, so the discussion on them will be continued when the other items on the Consent Calendar are approved.
- ii. Councilor Webb motioned to approve the Consent Calendar minus the minutes.
- iii. Councilor Burns seconded the motion.
- iv. Vote: Unanimously Yes

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

- v. Discussion: None
- vi. Minutes for 4/20/2023 - Corrections:
 - a. On item 6i; Councilor Burns voted Yes
 - b. After Adjournment, there was not an Executive Session
 - c. Councilor Pogwizd believes a second outfall is important.
- vii. Councilor Tidey motions to approve the minutes for 4/20/2023 with the above corrections.
- viii. Council President Vileisis seconded the motion.
- ix. Vote: Unanimously Yes with no further discussion

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

- x. Minutes for 5/4/2023 – Corrections:
 - a. “Pogwizdt” should be spelled “Pogwizd”

- xi. Councilor Burns motions to approve the minutes for 5/4/2023 with the above corrections.
- xii. Councilor Webb seconded the motion.
- xiii. Vote: Unanimous Yes with no further discussion

Councilor Burns Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
Councilor Pogwizd Yes *Councilor Tidey* Yes

12. Citizen Concerns

- a. Pamala Berndt is requesting the Council to consider approving Buffington Park as a place to hold professional dog training classes.

13. Department Reports

- a. City Administrator Huttl gave a verbal report covering Administration, Finance and Planning:
 - i. On weeks in which there is no City Council Meeting, City Admin Huttel will provide written reports to the Councilors.
 - ii. Former Finance Director Dave Johnson has been retained to help with this year's budget and this year's audit.
 - iii. The Cities computer servers need updating; Janet will be coming into the office during the 5/22-5/26 week to expand the server.
 - iv. Audio Visual upgrade for the City Council Chambers will be coming soon, hopefully before the next meeting; price on gear was reduced by almost \$1,500.00.
 - v. Senior Planner Crystal, Junior Planner Joseph, and City Admin Huttl will work together on planning activities; this should allow work to be properly allocated for maximum effectiveness.
 - vi. Audit is currently on going; the City Admin was asked if the City wanted a normal or a premium audit. The City is currently having a normal audit with the option of going to a premium audit if it proves to be necessary.
 - vii. There's an issue with the signatures required on direct deposits. If the check is physical, it requires 1 staff member and 1 council member; however, direct deposits can be sent with signatures of 2 staff members. Direct deposits should also be 1 staff member and 1 council member.
 - viii. There's an issue with ordinance enforcement; some ordinances have specific requirements for the City Administrator, others have no specific requirements. City Administrator Huttl asked for clarification that if an ordinance does not include

verbiage such as “City Council” or “Police Chief” if the City Administrator is responsible for enforcement.

- ix. The Budget Committee has a Meeting Scheduled for Wednesday May 31st.
- x. The Community Building skating event may be able to use the City’s CIS insurance if the following 6 items are addressed.
 - a. Green metal beams have sharp edges that need to be covered.
 - b. Stage needs to be blocked off; “DO NOT CROSS” tape is sufficient blockage according to the insurance agent.
 - c. There’s an exposed electrical outlet that needs to be put back into its inlet.
 - d. The concrete floor is broken and rough; City Admin Huttl believes this can be patched.
 - e. The floor drains in the bathroom need to be secured.
 - f. A full-time employee of the City would need to be present at the event. City Administrator Huttl volunteered himself.
- xi. The list of priorities from the City Council doesn’t have housing ordinances on it; however Senior Planner Crystal Shoji brought it to City Administrator Huttl’s attention that this was previously something she was working on. Council President Vileisis commented that the list of priorities had to be concise and cover only the top 3-5 priorities that the Council is covering at this time. Council President Vileisis then asked to clarify the difference between Planning Director and Senior Planner.
 - a. The Planning Director has the signing authority and Senior Planner is who does the bulk of the work.

14. Liaison Reports

- a. Before the Liaison reports the Councilors noticed a mistake in the assignments that was confirmed during the approval of the minutes. Fire liaison should be Councilor Tidey, however it was listed as Councilor Burns.
 - i. Council President Vileisis motions to reassign Fire Liaison to Councilor Tidey.
 - ii. Councilor Tidey seconded.
 - iii. Vote: Unanimous Yes with no further discussion.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

b. Watershed

- i. The Watershed committee is holding an educational event on June 6th; the Council is invited to join.

- ii. The Watershed committee is in the process of purchasing a lot of land to protect the watershed.
- iii. Council President Vileisis is in talks with Curry County Soil and Water for an intergovernmental agreement.

c. Port

- i. The Port is spending \$2.13 million on crane replacement; a full grant has been awarded for all but \$700,000 which was already allocated for the project.

d. Parks

- i. The Parks Committee hasn't had a meeting in 3 months due to ongoing scheduling issues. They hope to have the next regularly scheduled meeting on June 1st.
- ii. The BBQ grills that were ordered have been received and The Parks Committee is currently getting ready for 4th of July.

e. Emergency Management

- i. The Emergency Response Commission is currently working on getting needed supplies cached.
- ii. There is currently a community campaign to raise awareness of emergency preparedness begin created.
- iii. Joe Kenick, head ranger of state parks, considering letting The City use Heads State Park as an Emergency Response Hub; The Emergency Response Commission would want to get a radio & cache set up if allowed.

f. Main Street

- i. Guide & Map for Port Orford and it's business has gotten to printer.
- ii. Proposal sent to Parks Committee to coordinate Visitor Center volunteers. Main Street and Parks are working together and will get a proposal to the Administration.

15. Old Business (6:42)

a. Final Order on CUP 16-02 & 16-03

- i. Legal Counsel Kudlac explained to the councilors that Final Order is composed of findings that reflect the Councils decision and reasoning during the Appeal Hearing. They are here for approval or dismissal. Councilors review the report.
- ii. Councilor Webb motions to approval the Final Order
- iii. Councilor Burns seconds the motion
- iv. Vote: Unanimous passes

Councilor Burns Yes *Councilor Vileisis* Yes *Councilor Webb* Yes
Councilor Pogwizd Yes *Councilor Tidey* Yes

v. Discussion:

- a. Councilor Webb would like the renewal date to be the date that the previous renewal is up, not the date of the appeal.
- b. Legal Counsel Kudlac reminds the councilor that was dealt with in the LUBA decision.

16. New Business

a. Computer Server Purchase

- i. Councilor Tidey motions to approve spending on servers from capital outlay.
- ii. Council President Vileisis seconds the motion and commented that the spending was already approved in March.
- iii. Vote: Unanimously passed.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

- iv. Discussion: Councilor Burns asked about the variety of options available, specifically cloud back up. City Administrator Huttl explained that at this time the City is only looking at necessary upgrades. Councilor Tidey stated that this expense could come from City Hall Improvements instead of Non-Departmental.

b. AV equipment: discussion passed at this time as it was previously discussed.

- i. Webb motions to approve expenditure from capital outlay.
- ii. Tidey Seconds
- iii. Vote: Unanimously passed with no further discussion.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>		

c. Jubilee Committee (6:55)

- i. Councilors have discussion to resolve misunderstandings about the TLT fund, is the TLT fund \$11,000 or \$15,000. Jubilee needs \$15,000 for fireworks, but The City can only award \$7,500 under the current rules of the TLT ordinance. According to TLT liaison Councilor Pogwizd; if they want to increase the amount of TLT funding, they would have to go through the TLT committee, however they can approach the City Council to ask for other sources of funding.
- ii. Jen Bailey & Leah Heyl, on behalf of the Jubilee Committee, clarified that they are looking for increased funding on an ongoing basis and the funding would be used to offset the increased cost of fireworks, advertising and to help cover logistical costs.
- iii. The TLT fund has an influx of funding due to STRs getting taxed after ordinance.
- iv. City Admin Huttl stated that we are currently dealing with two different issues; one that is this year’s funding and the other is getting Jubilee on the Budget as a line item. **(7:10)**

- v. Councilors direct staff to look into alternative sources of funding in the budget if the TLT fund is not able to cover the entirety of the requested amount and come back with findings at the next City Council meeting on June 15th, 2023. **(7:30)**
- vi. The temporary OLCC license is no longer needed at this time as a Local Restaurant is doing a food truck and will be donating alcohol proceeds to the Jubilee. **(7:40)**
- vii. The peddler license is under consideration of being waived, staff will evaluate and return with findings and this issue will be continued next meeting.
- viii. Certified Flaggers needed; The City does not have any to provide, however City Admin Huttl will ask Chief Hobart if officers are available. **(7:55)**
- ix. Meeting needs to be extended, Council President Vileisis motions to extend the meeting.
- x. Councilor Webb Seconds
- xi. Motion Carried 4-1 **(8:00)**
- xii. Vote:

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Pogwizd</i>	<u><i>No</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>		

d. Appoint Budget Officer

- i. Burns motions to appoint City Administrator John Huttl as budget officer.
- ii. Webb seconds the motion.
- iii. Vote: Unanimously passed with no further discussion

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>		

e. Water Engineering Service dropped and moved to continue in July

- i. Vileisis motions to continue the discussion on this agenda item in July.
- ii. Webb seconds the motion.
- iii. Vote: Unanimously passed with no further discussion.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>		

17. Considerations

a. Citizens (8:07)

- i. Dave McCutcheon wants to build a platform in the middle of Garrison Lake for entertainment and aquatic education activities. **(8:12)**
- ii. Rhone Statson wants to know how far along his complaint against Chief Hobart and Corporal Perry.
 - a. City Administrator Huttl informed him that City Councils usually don't get involved in investigations and that a response is in the process of being drafted.

b. Staff

- i. City Administrator Huttl will not be in the office Friday May 19th, 2023.

c. Council

- i. None

d. Mayor

- i. Thanks City Administrator Huttli for taking on so much.

18. Future Meetings

- a. Budget Meeting on May 31st
- b. TLT meeting TBD
- c. Next City Council Meeting is June 15th

19. Adjournment (8:15)

There being no further business, Mayor Cox Adjourned the City Council Meeting at 8:15 pm.

Attest:

Mayor, Pat Cox

City Admin, John Huttli

Oregon Liquor and Cannabis Commission
 PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

Your Due Date For Renewal is June 12, 2023.

License Type: OFF-PREMISES SALES	District: 3	License: 351175	Premises: 54892	Code: 227
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PORT ORFORD COMMUNITY CO-OP
 PO BOX 404
 PORT ORFORD, OR 97465

Licensee(s)

PORT ORFORD COMMUNITY CO-OP

Tradenname

PORT ORFORD CO OP
 812 OREGON ST
 PORT ORFORD OR 97465

Operational Questions:											
(1) List contact information for the business.	Phone Number: <u>541-316-2067</u> Email: <u>portcoop@gmail.com</u>										
(2) List all <u>arrests or convictions</u> for any crime, violation, or infraction of any law during the last 18 months even if they are <u>not liquor related</u> for any owner of the business. Attach additional sheet of paper to back of form if needed.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Name</th> <th style="width: 15%;">Offense</th> <th style="width: 15%;">Date</th> <th style="width: 15%;">City/State</th> <th style="width: 15%;">Result</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name	Offense	Date	City/State	Result					
Name	Offense	Date	City/State	Result							
(3) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										
(4) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										
(5) Will you be holding beer or wine tastings at your location, other than those conducted by a manufacturer?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES										

IMPORTANT: Failure to fully disclose any information requested, or providing false or misleading information on this form is grounds to refuse to renew the license. YOUR LICENSE EXPIRES ON 06/30/2023. If you do not renew before this date, you must stop selling or serving alcohol immediately. NO EXCEPTIONS! Selling or serving alcohol with an expired license is a crime.

Payment #1 to OLCC: <i>Make check or money order payable to OLCC. Do not mail cash. Send your application and payment to OLCC License Renewals; PO Box 22297; Milwaukie, OR 97269.</i>	Dollar Amount (\$)
If completed renewal application is postmarked by 06/12/2023 pay this amount.	\$200.00 ✓
If completed renewal application is postmarked after 06/12/2023 but on or before 06/30/2023 pay this amount.	\$250.00
If completed renewal application is postmarked after 06/30/2023 pay this amount.	\$280.00

Payment #2 to Local Government: <i>Make check or money order payable to City/County listed below if a fee is required. Do not mail cash.</i>	
Local government City of Port Orford Attn: City Recorder located at 555 West 20th St PO Box 310; Port Orford, OR 97465 requires a \$25.00 processing fee. Send a copy of your completed application with this fee. Have you paid this processing fee? We will not process your application until this has been paid.	<input checked="" type="checkbox"/> YES

MANDATORY DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER

Federal and State laws require you to provide your Social Security Number to the Oregon Liquor and Cannabis Commission (OLCC) on the license renewal application. The OLCC will refuse a renewal if an applicant signing the renewal fails to provide his/her Social Security Number. The Social Security Number will be used only for Child Support Enforcement purposes, unless you authorize the use of your Social Security Number for the additional administrative purposes listed below (42 USC § 666(a)(13) & ORS 25.785).

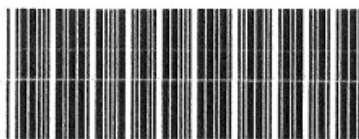
SOCIAL SECURITY NUMBER AUTHORIZATION

The OLCC also asks for your authorization to use your Social Security Number(s) for additional administrative purposes, to make our application process more efficient and accurate. We use your Social Security Number to:

1. Help us keep accurate records about your identity because applicants often have the same last name and birth date.
2. Ensure your identity when we run a criminal background check through law enforcement agencies.
3. Match your license application to your Alcohol Server Education class and test score (applies only to applicants who are required by law to take and pass an alcohol server education program.)

Our authority to request this use is ORS 471.311 and OAR 845-005-0312(6). Please check the box next to your signature to authorize our use of your Social Security Number for the additional administrative purposes listed above. You will not be denied a right, benefit or privilege if you do not authorize the OLCC to use your Social Security Number for these additional administrative purposes (5 US § C 552(a)).

Signature Section: <i>Who must sign -- One member of an LLC. One officer of a corporation. One partner in a limited partnership. Each person if licensed as individuals.</i>						
Print Name	Social Security Number	Date of Birth	Sex M/F	Today's date	Signature	SSN Authorization
Daphne Leahy-Smith	540332184	04/27/1988	F	5-24-23		<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES



Oregon Liquor Control Commission
 PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

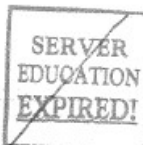
Your Due Date For Renewal is June 12, 2023.

License Type: FULL ON-PREMISES SALES	District: 3	License: 351195	Premises: 47130	Code: 225
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REDFISH LLC
PO BOX 700
PORT ORFORD, OR 97465

Licensee(s) **REDFISH LLC**

Server Education Designee(s)
HAWTHORNE, CHRIS D 5/3/2023



Tradename **REDFISH**
517 JEFFERSON ST
PORT ORFORD OR 97465

completed

Operational Questions:

<p>(1) If there has been a change in your Server Education Designee please list the new person's full name and date of birth.</p>	<p>Name _____ DOB _____</p>										
<p>(2) List contact information for the business.</p>	<p>Phone Number: <u>541-366-2266</u> Email: <u>Chris@hawthornegallery.com</u></p>										
<p>(3) List all <u>arrests or convictions</u> for any crime, violation, or infraction of any law during the last 18 months even if they are <u>not liquor related</u> for any owner of the business. Attach additional sheet of paper to back of form if needed.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Name</th> <th style="width: 25%;">Offense</th> <th style="width: 15%;">Date</th> <th style="width: 15%;">City/State</th> <th style="width: 20%;">Result</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name	Offense	Date	City/State	Result					
Name	Offense	Date	City/State	Result							
<p>(4) List Insurance Company and Policy #. Under ORS 471.295 (2), you are required to maintain a Liquor Liability policy of NO LESS THAN \$300,000.</p>	<p>Insurance Company <u>Liberty Mutual. (same)</u> Policy # <u>BMO(24)55193510</u></p>										
<p>(5) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?</p>	<p><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES → EXPLAIN: <u>Jule B. Hawthorne deceased 3/6/2022</u></p>										
<p>(6) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?</p>	<p><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES → EXPLAIN:</p>										

IMPORTANT: Failure to fully disclose any information requested, or providing false or misleading information on this form is grounds to refuse to renew the license. YOUR LICENSE EXPIRES ON 06/30/2023. If you do not renew before this date, you must stop selling or serving alcohol immediately. NO EXCEPTIONS! Selling or serving alcohol with an expired license is a crime.

License Type: FULL ON-PREMISES SALES	District: 3	License: 351405	Premises: 4232	Code: 225
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SOUTH COAST HOLDINGS LLC
PO BOX 1332
PORT ORFORD, OR 97465

Licensee(s) SOUTH COAST HOLDINGS LLC

Server Education Designee(s)
SCHOFIELD, DIANNE 6/17/2026

Tradename THE SALTY DAWG HIGHWAY 101 PORT
ORFORD
460 MADRONA AVE
PORT ORFORD OR 97465

Operational Questions:											
(1) If there has been a change in your Server Education Designee please list the new person's full name and date of birth.	Name <u>DIANNE SCHOFIELD</u> DOB <u>6/17/71</u>										
(2) List contact information for the business.	Phone Number: <u>503-754-4113</u> Email: <u>DIANNE.SCHOFIELD@VANTOO.COM</u>										
(3) List all <u>arrests or convictions</u> for any crime, violation, or infraction of any law during the last 18 months even if they are <u>not liquor related</u> for any owner of the business. Attach additional sheet of paper to back of form if needed.	<table border="1"> <thead> <tr> <th>Name</th> <th>Offense</th> <th>Date</th> <th>City/State</th> <th>Result</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name	Offense	Date	City/State	Result					
Name	Offense	Date	City/State	Result							
(4) List Insurance Company and Policy #. Under ORS 471.295 (2), you are required to maintain a Liquor Liability policy of NO LESS THAN \$300,000 .	Insurance Company <u>LEAVITT GROUP</u> <u>SANTIN INSURANCE COMPANY</u> Policy # <u>CP 2665721</u>										
(5) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										
(6) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										

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Payment #1 to OLCC: <i>Make check or money order payable to OLCC. Do not mail cash. Send your application and payment to OLCC License Renewals; PO Box 22297; Milwaukie, OR 97269.</i>	Dollar Amount (\$)
If completed renewal application is postmarked by 06/12/2023 , pay this amount.	\$800.00
If completed renewal application is postmarked after 06/12/2023 but on or before 06/30/2023 , pay this amount.	\$1000.00
If completed renewal application is postmarked after 06/30/2023 , pay this amount.	\$1120.00

Payment #2 to Local Government: <i>Make check or money order payable to City/County listed below if a fee is required. Do not mail cash.</i>	
Local government City of Port Orford Attn: City Recorder located at 555 West 20th St PO Box 310; Port Orford, OR 97465 requires a \$25.00 processing fee. Send a copy of your completed application <u>with</u> this fee. Have you paid this processing fee? We will not process your application until this has been paid.	<input type="checkbox"/> YES

MANDATORY DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER

Federal and State laws require you to provide your Social Security Number to the Oregon Liquor Control Commission (OLCC) on the license renewal application. The OLCC will refuse a renewal if an applicant signing the renewal fails to provide his/her Social Security Number. The Social Security Number will be used only for Child Support Enforcement purposes, unless you authorize the use of your Social Security Number for the additional administrative purposes listed below (42 USC § 666(a)(13) & ORS 25.785).

SOCIAL SECURITY NUMBER AUTHORIZATION

The OLCC also asks for your authorization to use your Social Security Number(s) for additional administrative purposes, to make our application process more efficient and accurate. We use your Social Security Number to:

1. Help us keep accurate records about your identity because applicants often have the same last name and birth date.
2. Ensure your identity when we run a criminal background check through law enforcement agencies.
3. Match your license application to your Alcohol Server Education class and test score (applies only to applicants who are required by law to take and pass an alcohol server education program.)

Our authority to request this use is ORS 471.311 and OAR 845-005-0312(6). Please check the box next to your signature to authorize our use of your Social Security Number for the additional administrative purposes listed above. You will not be denied a right, benefit or privilege if you do not authorize the OLCC to use your Social Security Number for these additional administrative purposes (5 US § C 552(a)).

Signature Section: <i>Who must sign -- One member of an LLC. One officer of a corporation. One partner in a limited partnership. Each person if licensed as individuals.</i>						
Print Name	Social Security Number	Date of Birth	Sex M/F	Today's date	Signature	SSN Authorization
DIANNE SCHOFERD	600-24-8726	2/7/71	F	5/2	<i>[Handwritten Signature]</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES



Oregon Liquor and Cannabis Commission
 PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

Your Due Date For Renewal is June 12, 2023.

License Type: LIMITED ON-PREMISES SALES	District: 3	License: 350805	Premises: 63535	Code: 226
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MR. ED'S ESPRESSO, JUICE & UNDERGROUND PUB LLC
 PO BOX 213
 PORT ORFORD, OR 97465

Licensee(s) **MR. ED'S ESPRESSO, JUICE & UNDERGROUND PUB LLC**

Server Education Designee(s)

HOUCK, EDWARD 4/15/2023



Tradename

MR ED'S ESPRESSO JUICE AND UNDERGROUND PUB
 1870 OREGON ST
 PORT ORFORD OR 97465

Operational Questions:											
(1) If there has been a change in your Server Education Designee please list the new person's full name and date of birth.	Name _____ DOB _____										
(2) List contact information for the business.	Phone Number: <u>541 366 2295</u> Email: <u>E.PUB@YAHOO.COM</u>										
(3) List all <u>arrests or convictions</u> for any crime, violation, or infraction of any law during the last 18 months even if they are not liquor related for any owner of the business. Attach additional sheet of paper to back of form if needed.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Name</th> <th style="width: 20%;">Offense</th> <th style="width: 10%;">Date</th> <th style="width: 20%;">City/State</th> <th style="width: 10%;">Result</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name	Offense	Date	City/State	Result					
Name	Offense	Date	City/State	Result							
(4) List Insurance Company and Policy #. Under ORS 471.295 (2), you are required to maintain a Liquor Liability policy of NO LESS THAN \$300,000 .	Insurance Company <u>NORTHFIELD INSURANCE COMPANY</u> RPS Policy # <u>NAIC# 27987</u> W553310										
(5) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES ☞ EXPLAIN:										
(6) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES ☞ EXPLAIN:										

IMPORTANT: Failure to fully disclose any information requested, or providing false or misleading information on this form is grounds to refuse to renew the license. YOUR LICENSE EXPIRES ON 06/30/2023. If you do not renew before this date, you must stop selling or serving alcohol immediately. NO EXCEPTIONS! Selling or serving alcohol with an expired license is a crime.

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If completed renewal application is postmarked by 06/12/2023 pay this amount.	\$400.00
If completed renewal application is postmarked after 06/12/2023 but on or before 06/30/2023 pay this amount.	\$500.00
If completed renewal application is postmarked after 06/30/2023 pay this amount.	\$560.00

Payment #2 to Local Government: <i>Make check or money order payable to City/County listed below <u>if a fee is required</u>. Do not mail cash.</i>	
Local government City of Port Orford Attn: City Recorder located at 555 West 20th St PO Box 310; Port Orford, OR 97465 requires a \$25.00 processing fee. Send a copy of your completed application <u>with</u> this fee. Have you paid this processing fee? We will not process your application until this has been paid.	<input checked="" type="checkbox"/> YES

MANDATORY DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER

Federal and State laws require you to provide your Social Security Number to the Oregon Liquor and Cannabis Commission (OLCC) on the license renewal application. The OLCC will refuse a renewal if an applicant signing the renewal fails to provide his/her Social Security Number. The Social Security Number will be used only for Child Support Enforcement purposes, unless you authorize the use of your Social Security Number for the additional administrative purposes listed below (42 USC § 666(a)(13) & ORS 25.785).

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3. Match your license application to your Alcohol Server Education class and test score (applies only to applicants who are required by law to take and pass an alcohol server education program.)

Our authority to request this use is ORS 471.311 and OAR 845-005-0312(6). Please check the box next to your signature to authorize our use of your Social Security Number for the additional administrative purposes listed above. You will not be denied a right, benefit or privilege if you do not authorize the OLCC to use your Social Security Number for these additional administrative purposes (5 US § C 552(a)).

Signature Section: <i>Who must sign -- One member of an LLC. One officer of a corporation. One partner in a limited partnership. Each person if licensed as individuals.</i>						
Print Name	Social Security Number	Date of Birth	Sex M/F	Today's date	Signature	SSN Authorization
Edward Heuck	551164656	1-13-1967	M	4-27-23	<i>[Signature]</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES



Oregon Liquor and Cannabis Commission
 PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

Your Due Date For Renewal is June 12, 2023.

License Type: OFF-PREMISES SALES	District: 3	License: 352571	Premises: 56764	Code: 227
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DG RETAIL LLC
 100 MISSION RIDGE
 GOODLETTSVILLE, TN 37072

Licensee(s)

DG RETAIL LLC

Tradename

DOLLAR GENERAL STORE #17097
 2140 OREGON ST
 PORT ORFORD OR 97485

Tax-beerandwinelicense
 @dollargeneral.com

Operational Questions:											
(1) List contact information for the business.	Phone Number: _____ Email: _____										
(2) List all <u>arrests or convictions</u> for any crime, violation, or infraction of any law during the last 18 months even if they are not liquor related for any owner of the business. Attach additional sheet of paper to back of form if needed.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Name</th> <th style="text-align: left;">Offense</th> <th style="text-align: left;">Date</th> <th style="text-align: left;">City/State</th> <th style="text-align: left;">Result</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center; height: 40px; vertical-align: middle;">MA</td> </tr> </tbody> </table>	Name	Offense	Date	City/State	Result	MA				
Name	Offense	Date	City/State	Result							
MA											
(3) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES ☞ EXPLAIN:										
(4) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES ☞ EXPLAIN:										
(5) Will you be holding beer or wine tastings at your location, other than those conducted by a manufacturer?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES										

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Licensee(s): DG RETAIL LLC

License: 352571

Premises: 56764

Payment #1 to OLCC: <i>Make check or money order payable to OLCC. Do not mail cash. Send your application and payment to OLCC License Renewals; PO Box 22297; Milwaukie, OR 97269.</i>	<i>Dollar Amount (\$)</i>
If completed renewal application is postmarked by 06/12/2023 pay this amount.	\$200.00
If completed renewal application is postmarked after 06/12/2023 but on or before 06/30/2023 pay this amount.	\$250.00
If completed renewal application is postmarked after 06/30/2023 pay this amount.	\$280.00

Payment #2 to Local Government: <i>Make check or money order payable to City/County listed below if a fee is required. Do not mail cash.</i>	
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MANDATORY DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER

Federal and State laws require you to provide your Social Security Number to the Oregon Liquor and Cannabis Commission (OLCC) on the license renewal application. The OLCC will refuse a renewal if an applicant signing the renewal fails to provide his/her Social Security Number. The Social Security Number will be used only for Child Support Enforcement purposes, unless you authorize the use of your Social Security Number for the additional administrative purposes listed below (42 USC § 666(a)(13) & ORS 25.785).

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Signature Section: <i>Who must sign -- One member of an LLC. One officer of a corporation. One partner in a limited partnership. Each person if licensed as individuals.</i>						
<i>Print Name</i>	<i>Social Security Number</i>	<i>Date of Birth</i>	<i>Sex M/F</i>	<i>Today's date</i>	<i>Signature</i>	<i>SSN Authorization</i>
Emily Taylor	215-17-0210	3/19/76	F	7/27/23	<i>Emily Taylor</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES



4 5 2 0 0 1 A 2

Oregon Liquor and Cannabis Commission
 PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

Your Due Date For Renewal is June 12, 2023.

<i>License Type:</i> OFF-PREMISES SALES	<i>District:</i> 3	<i>License:</i> 351934	<i>Premises:</i> 4228	<i>Code:</i> 227
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C & K MARKET INC
 850 O'HARE PKWY #100
 MEDFORD, OR 97504

Licensee(s)

C & K MARKET INC

Tradenname

RAY'S FOOD PLACE SENTRY #55
 1555 OREGON ST
 PORT ORFORD OR 97465

Operational Questions:											
(1) List contact information for the business.	Phone Number: 541-332-1185 Email: Legal@ckmarket.com										
(2) List all arrests or convictions for any crime, violation, or infraction of any law during the last 18 months even if they are not liquor related for any owner of the business. Attach additional sheet of paper to back of form if needed.	<table border="1"> <thead> <tr> <th>Name</th> <th>Offense</th> <th>Date</th> <th>City/State</th> <th>Result</th> </tr> </thead> <tbody> <tr> <td align="center" colspan="5">None</td> </tr> </tbody> </table>	Name	Offense	Date	City/State	Result	None				
Name	Offense	Date	City/State	Result							
None											
(3) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										
(4) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										
(5) Will you be holding beer or wine tastings at your location, other than those conducted by a manufacturer?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES										

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Licensee(s): C & K MARKET INC

License: 351934

Premises: 4228

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If completed renewal application is postmarked by 06/12/2023 pay this amount.	\$200.00
If completed renewal application is postmarked after 06/12/2023 but on or before 06/30/2023 pay this amount.	\$250.00
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3. Match your license application to your Alcohol Server Education class and test score (applies only to applicants who are required by law to take and pass an alcohol server education program.)

Our authority to request this use is ORS 471.311 and OAR 845-005-0312(6). Please check the box next to your signature to authorize our use of your Social Security Number for the additional administrative purposes listed above. You will not be denied a right, benefit or privilege if you do not authorize the OLCC to use your Social Security Number for these additional administrative purposes (5 US § C 352(a)).

Signature Section: <i>Who must sign -- One member of an LLC. One officer of a corporation. One partner in a limited partnership. Each person if licensed as individuals.</i>						
Print Name	Social Security Number	Date of Birth	Sex M/F	Today's date	Signature	SSN Authorization
David Doty		1-7-65	M			<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES



4 5 2 0 0 1 A 2

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

- New Outlet | Change of Ownership | Greater Privilege | Additional Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

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

Winery

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

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

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

Limited On-Premises

- Off Premises
- Warehouse
- Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT:

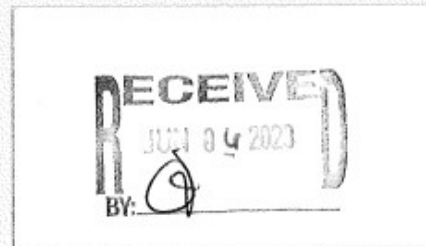
After providing your recommendation, return this application to the applicant WITH the recommendation marked below

City/County name:

(Please specify city or county)

Date application received:

Optional: Date Stamp Received Below



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

Printed Name

Date

Cafe 2.0

Trade Name

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION	
Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.	
Name of entity or individual applicant #1: Ciaran Fraser	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): Cafe 2.0		
Premises street address (The physical location of the business and where the liquor license will be posted): 1825 Oregon St		
City: Port Orford	Zip Code: 97465	County: Curry
Business phone number: 541-505-0628	Business email: crnskyefraser@gmail.com	
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]): PO Box926		
City: Port Orford	State: OR	Zip Code: 97465
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

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

Please note: liquor license applications are public records.

OLCC Liquor License Application (Rev. 6.1.23)

LIQUOR LICENSE APPLICATION

Page 3 of 4

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

Application Contact Name:

Ciaran Fraser

Phone number:
5415050628

Email:
crnskyefraser@gmail.com

TERMS

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

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

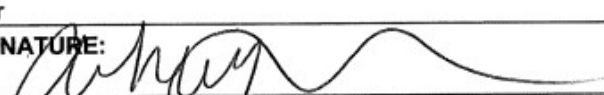
- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to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

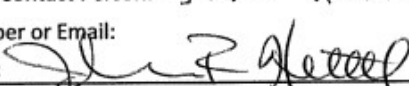
Cafe 2.0

1. My Annual License is a:		<input checked="" type="checkbox"/> FULL ON-PREMISES	<input type="checkbox"/> LIMITED ON-PREMISES
2. Licensee Name (please print): The Dive			
3. Email: thediveportorford@gmail.com			
4. Trade Name of Business: The Dive		5. Fax (Optional)	
6. Address of <u>Annual</u> Business: The Dive		7. City Port Orford	
8. Contact Person: Ashley Nebeker		9. Contact Phone: 208-880-6980	
10. Event Name (if one): Port Orford Jubilee			
11. Date(s) of event (no more than seven days): July 1 - 2, 2023			
12. Start/End hours of alcohol service: 11 am (am / pm) to 5 pm (am / pm)			
13. Address of <u>Special Event</u> (Street, City and Zip): Buffington Memorial Park, 1400 Arizona Street, Port Orford, OR 97465			
14. Is the event, or any part of the event, outdoors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
14a. If yes, submit a drawing showing the licensed area and its boundaries.			
15. List the name(s) and service permit number(s) of alcohol manager(s) on-duty and in the licensed area: Ashley Nebeker, 46JL82, and Brian Nebeker, 497Y6F			
16. What is the expected attendance <u>per day</u> in the area where alcohol will be sold or consumed? 200 If the expected attendance is 301 or more per day, the event must have at least \$300,000 of liquor liability insurance coverage (ORS 471.168) and you must <u>also</u> answer questions 17 and 18. If your answer is 300 or fewer per day, please skip questions 17 and 18.			
17. Insurance Company: Nationwide		18. Policy #: ACPBP013120070101	
19. GOVERNMENT RECOMMENDATION: You must obtain a recommendation from the local city OR county before submitting this application to the OLCC.			
19a. Name the CITY if the event address is within a city's limits: Port Orford			
OR			
19b. Name the COUNTY if the event address is outside the city's limits:			

I affirm the following:

- Minors (people under the age of 21) and visibly intoxicated people will not be allowed to buy, possess, or consume alcohol.
- The only open containers of alcohol that may be taken off the licensed area are securely covered containers (growlers) of malt beverages, wine, or cider. I will not allow any other open container of alcohol to leave the licensed premises.
- Marijuana (such as use, consumption, ingestion, inhalation, samples, give-away, sale, etc.) is prohibited on the special event licensed premises.
- The event will meet the food service requirements of a Temporary Use of an Annual License.
- I affirm I am authorized to sign this application on behalf of the applicant.

20. Licensee Name (print): Ashley Nebeker	
21. LICENSEE SIGNATURE: 	22. Date: 6/6/23

CITY OR COUNTY USE ONLY The city/county named in #19 above recommends: <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Acknowledge <input type="checkbox"/> Deny (attach written explanation of deny recommendation)	
(Optional) City/County Contact Person: John Hittle City Administrator	
(Optional) Phone Number or Email:	
City/County Signature: 	Date: 6/7/2023

FORM TO OLCC: This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.			
OLCC USE ONLY	Fee Paid:	Date:	Receipt #:
License is	<input type="checkbox"/> Approved <input type="checkbox"/> Denied		
OLCC Signature:		Date:	



PLAN TO MANAGE SPECIAL EVENTS

The OLCC may require some applicants for a special event license to submit this completed form to the OLCC prior to the OLCC approving an application for a special event.

Typically, the OLCC is likely to require this form with events where minors and alcohol will be allowed together and the expected attendance per day in the area where alcohol will be sold or consumed is 501 or more. However, please note that there may be other circumstances under which the OLCC may require an applicant to submit this form.

If there will be more than one applicant applying to make alcoholic beverages available in the same area(s) of the same event, all applicants may agree to submit and follow one plan.

1. Applicant Name: The Dive

2. Email: thediveportorford@gmail.com

3. Event Name: Port Orford Jubilee

4. Date(s) of event: July 1 - 2, 2023

5. Start/End hours of alcohol service: 11 am (am / pm) to 5 pm (am / pm)

6. Event Street Address: Buffington Memorial Park, 1400 Arizona Street, Port Orford, OR 97465

7. City: Port Orford 8. County: Curry 9. Zip 97465

(If multiple addresses, please submit the Address Supplemental form)

10. Will minors be allowed at the event? Yes No

11. If yes, will minors and alcoholic beverage be allowed together in the same area? Yes No

12. Will any portion of the licensed premises be prohibited to minor patrons? Yes No

If yes, describe your plan to prevent minor patrons from gaining access to the prohibited area:

Fenced service area cordoned off to minors, supervised by Curry County reserve deputy sheriffs.

13. Estimated total attendance per day in area(s) where alcoholic beverage will be sold or consumed: 200

14. List name(s) and contact phone(s) of **alcohol manager(s)** on-duty and in the licensed area:

Ashley Nebeker, 208-880-6980

15. Describe the primary activities within the licensed area:

Food and beverage.

16. Do you estimate that 30 percent or more of the people attending the event will be between 15 and 20 years of age?

Yes No

17. Do you estimate the number of patrons in the licensed area will be about the same during the entire time that alcohol is sold or consumed? Yes No If no, what are the estimated times that a greater number of patrons will attend? Unknown.

PLAN TO MANAGE SPECIAL EVENTS

18. At any one time, what is the average range of the number of staff (such as managers, servers, security, alcohol monitors, ID checkers, etc.) on-duty, at the event, and whose job includes monitoring patron behavior? 4

19. Will **Alcohol Monitors** work in the licensed area? (*An Alcohol Monitor is a person in addition to alcohol servers and security staff who monitors the sale, service, and consumption of alcoholic beverages to help ensure that unlawful sales, service, and consumption of alcoholic beverages do not occur.*)

Yes No

20. If yes to #19, list the minimum number of **Alcohol Monitors** you estimate will work during the estimated times when a greater number of patrons will attend and the estimated times when a regular number of patrons will attend:

1 Minimum number during estimated times of greater patron attendance

2 Minimum number during estimated times of regular patron attendance

21. If yes to #19, describe how **Alcohol Monitors** will be readily identifiable as such to patrons:

Full Curry County Sheriff uniform.

22. Will all **Alcohol Monitors** be required to have a service permit? Yes No

23. If no to #22, those **Alcohol Monitors** without a service permit must be uncompensated volunteers who are directly supervised in the licensed area by an individual who has successfully completed an Alcohol Server Education course within the last five years. Please list the name(s) of the supervisor(s) and their server education completion date(s):

Brian and Ashley Nebeker, April 2023

24. Is the applicant a nonprofit or charitable organization registered with one of the following?

- * Oregon Secretary of State. Check this site to determine if your organization has an Oregon Registry Number: [Oregon Secretary of State](#)
- * Oregon Department of Justice. Check this site to determine if your organization is a charitable organization registered in Oregon: [Oregon Department of Justice - search for Oregon Charities](#)

Yes

No

24a. If yes to #24, will the applicant use servers who don't hold a service permit? yes no

24b. If yes to 24a, describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons:

25. Will security or ID checkers be required to have a service permit? yes no

If no, describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons: Previously trained

PLAN TO MANAGE SPECIAL EVENTS

26. Will servers, security, or ID checkers wear clothing or other designation which readily identifies them as such to patrons? yes no If yes, please describe:

Full Curry County Sheriff uniform.

27. Describe the alcoholic beverages meant for consumption in the licensed area:

	Size of Container (in which the Alcohol will be Served)	Maximum Amount of Alcohol in the Container
Malt Beverages	16 oz	16 oz
Wine	8 oz	8 oz
Cider	16 oz	16 oz
Distilled Liquor	N/A	N/A

28. Describe how containers used to serve alcoholic beverages for consumption in the licensed area will be of a different color and type when compared to containers used to serve nonalcoholic beverages:

Clear plastic cups for alcohol.

29. What is the maximum number of containers of alcoholic beverages meant for consumption in the licensed area that a patron may possess at any one time? 2

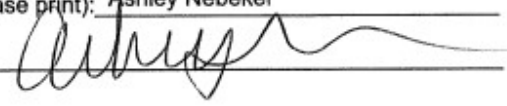
30. Describe the level of lighting the licensed area will have to ensure the proper monitoring of patrons:

A level of lighting sufficient to read common newspaper print; or

A level of lighting that will be (please describe):

31. If other methods for adequately managing the licensed area will be used, describe them here (or submit a separate written, dated, and signed plan):

32. Applicant Name (please print): Ashley Nebeker

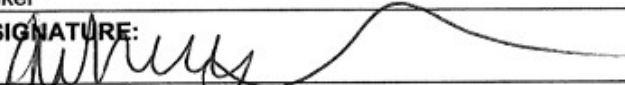
33. Applicant Signature: 

34. Date: 6/6/23

1. My Annual License is a:		<input checked="" type="checkbox"/> FULL ON-PREMISES	<input type="checkbox"/> LIMITED ON-PREMISES
2. Licensee Name (please print): The Dive			
3. Email: thediveportorford@gmail.com			
4. Trade Name of Business: The Dive		5. Fax (Optional)	
6. Address of <u>Annual</u> Business: The Dive		7. City Port Orford	
8. Contact Person: Ashley Nebeker		9. Contact Phone: 208-880-6980	
10. Event Name (if one): Port Orford Jubilee			
11. Date(s) of event (no more than seven days): July 4, 2023			
12. Start/End hours of alcohol service: 12 pm (am / pm) to 8 pm (am / pm)			
13. Address of <u>Special Event</u> (Street, City and Zip): Battle Rock Wayside Park, 520 Jefferson Street, Port Orford, OR 97465			
14. Is the event, or any part of the event, outdoors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
14a. If yes, submit a drawing showing the licensed area and its boundaries.			
15. List the name(s) and service permit number(s) of alcohol manager(s) on-duty and in the licensed area: Ashley Nebeker, 46JL82, and Brian Nebeker, 497Y6F			
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19a. Name the CITY if the event address is within a city's limits: Port Orford			
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- The only open containers of alcohol that may be taken off the licensed area are securely covered containers (growlers) of malt beverages, wine, or cider. I will not allow any other open container of alcohol to leave the licensed premises.
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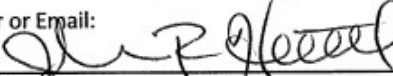
20. Licensee Name (print): Ashley Nebeker	
21. LICENSEE SIGNATURE: 	22. Date: 6/6/23

CITY OR COUNTY USE ONLY
The city/county named in #19 above recommends:

Grant Acknowledge Deny (attach written explanation of deny recommendation)

(Optional) City/County Contact Person: Tom R. Huttel City Administrator

(Optional) Phone Number or Email:

City/County Signature:  Date: 6/7/2023

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

OLCC USE ONLY Fee Paid: _____ Date: _____ Receipt #: _____

License is Approved Denied

OLCC Signature: _____ Date: _____



PLAN TO MANAGE SPECIAL EVENTS

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Ashley Nebeker, 208-880-6980

15. Describe the primary activities within the licensed area:

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17. Do you estimate the number of patrons in the licensed area will be about the same during the entire time that alcohol is sold or consumed? Yes No If no, what are the estimated times that a greater number of patrons will attend? Unknown.

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19. Will **Alcohol Monitors** work in the licensed area? *(An Alcohol Monitor is a person in addition to alcohol servers and security staff who monitors the sale, service, and consumption of alcoholic beverages to help ensure that unlawful sales, service, and consumption of alcoholic beverages do not occur.)*

Yes No

20. If yes to #19, list the minimum number of **Alcohol Monitors** you estimate will work during the estimated times when a greater number of patrons will attend and the estimated times when a regular number of patrons will attend:

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Brian and Ashley Nebeker, April 2023

24. Is the applicant a nonprofit or charitable organization registered with one of the following?

- * Oregon Secretary of State. Check this site to determine if your organization has an Oregon Registry Number: [Oregon Secretary of State](#)
- * Oregon Department of Justice. Check this site to determine if your organization is a charitable organization registered in Oregon: [Oregon Department of Justice - search for Oregon Charities](#)

Yes

No

24a. If yes to #24, will the applicant use servers who don't hold a service permit? yes no

24b. If yes to 24a, describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons:

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PLAN TO MANAGE SPECIAL EVENTS

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Malt Beverages	16 oz	16 oz
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Cider	16 oz	16 oz
Distilled Liquor	N/A	N/A

28. Describe how containers used to serve alcoholic beverages for consumption in the licensed area will be of a different color and type when compared to containers used to serve nonalcoholic beverages:

Clear plastic cups for alcohol.

29. What is the maximum number of containers of alcoholic beverages meant for consumption in the licensed area that a patron may possess at any one time? 2

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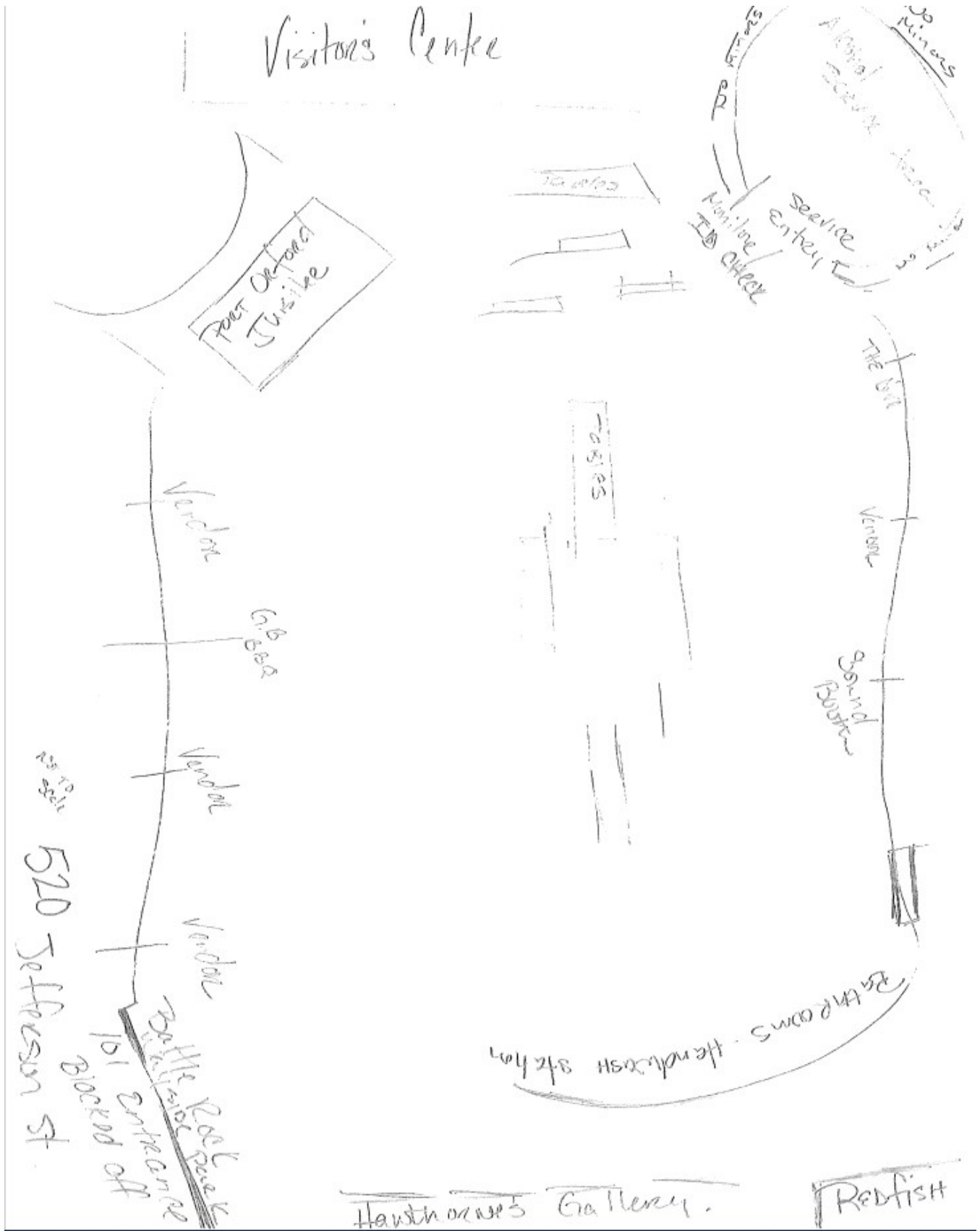
- A level of lighting sufficient to read common newspaper print; or
- A level of lighting that will be (please describe):

31. If other methods for adequately managing the licensed area will be used, describe them here (or submit a separate written, dated, and signed plan):

32. Applicant Name (please print): Ashley Nebeker

33. Applicant Signature: 

34. Date: 6/6/23



RESOLUTION 2023-06

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT ORFORD
DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUE**

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires cities to pass a resolution each year stating that they want to receive state revenue sharing money; and

WHEREAS, a copy of this resolution must be filed with the Operations Accounting Services before July 31; and

WHEREAS, the Common Council of the City of Port Orford has held the proper hearings and requests that the City receive state revenues,

NOW, THEREFORE,

BE IT RESOLVED by the Common Council of the City of Port Orford, that the City of Port Orford elects to receive state revenues for fiscal year 2023-2024.

ADOPTED by the Common Council of the City of Port Orford, and effective this 15th day of June 2023.

SIGNED BY THE MAYOR this 15th day of June 2023.

By: _____
Pat Cox, Mayor

ATTEST:

Joseph Harrison, Recorder

RESOLUTION 2023-07

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT ORFORD, ADOPTING THE 2023 - 2024 BUDGET. IMPOSING PERMANENT TAX RATE; IMPOSING LOCAL OPTION FOR PUBLIC SAFETY; CATEGORIZING TAX

ADOPTING THE BUDGET

BE IT RESOLVED that the Common Council of the City of Port Orford hereby adopts the budget for the fiscal year 2023 - 2024 in the amount of \$6,300,232

MAKING APPROPRIATIONS

BE IT FURTHER RESOLVED that the following appropriations totaling \$4,473,992 are made to the following funds:

GENERAL FUND

Administration	\$ 125,098
Court	\$ 97,978
Emergency Mgmt	\$ 31,588
Planning	\$ 38,586
Not Allocated to Organizational Unit or Program:	
Materials and Services	\$ 230,445
Capital Outlay	\$ -
Transfers	\$ 306,340
Contingency	\$ 117,091
Total	<u>\$ 947,126</u>

PARKS

Parks Maintenance	\$ 344,304
Total	<u>\$ 344,304</u>

PUBLIC SAFETY

Public Safety Operations	\$ 596,743
Total	<u>\$ 596,743</u>

EQUIPMENT REPLACEMENT

Equipment Replacement	\$ 40,000
Total	<u>\$ 40,000</u>

WATER SYSTEM DEVELOPMENT

Water System Development	\$ -
Total	<u>\$ -</u>

WATER ENTERPRISE

Water Operating	\$ 1,025,753
Total	<u>\$ 1,025,753</u>

WATER CAPITAL RESERVES

Water Capital Reserves	\$ 150,000
Total	<u>\$ 150,000</u>

SEWER ENTERPRISE

Sewer Operating	\$ 1,047,247
Total	<u>\$ 1,047,247</u>

SEWER CAPITAL RESERVES

Sewer Capital Reserves	\$ 150,000
Total	<u>\$ 150,000</u>

STREETS

Streets	\$ 172,819
Total	<u>\$ 172,819</u>

STREETS CAPITAL RESERVES

Streets Capital Reserves	\$ -
Total	<u>\$ -</u>

SEWER SYSTEM DEVELOPMENT

Sewer System Development	\$ -
Total	<u>\$ -</u>

Total Appropriations, All Funds	<u>\$ 4,473,992</u>
Total Unappropriated and Reserve Amounts, All Funds	<u>\$ 1,826,240</u>
TOTAL ADOPTED BUDGET	<u>\$ 6,300,232</u>

RESOLUTION 2023-07

IMPOSING THE TAX

BE IT FURTHER RESOLVED that the Common Council of the City of Port Orford hereby levies the taxes provided for in the adopted budget:

- (1) At the rate per \$1000 of assessed value of \$2.2688 for operations;
- (2) At the rate per \$1000 of assessed value of \$1.80 for local option tax; and

that these taxes are hereby imposed and categorized for tax year 2023- 2024 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

General Government Limitation	Excluded from Limitation
General Fund	\$ <u>0</u>
Local Option Tax	\$ <u>0</u>
	\$ <u>0</u>

With the implementation of GASB 54 for the year ended June 30, 2013, the Common Council of the City of Port Orford hereby reserves the authority to establish and modify commitments of ending fund balances.

In compliance with GASB 54, the Common Council of the City of Port Orford hereby makes the following commitments of 2023/24 ending fund balances and revenues for specific uses for the governmental funds in 2023/24

Streets	\$ 184,819
Parks	\$ 431,420
Public Safety	\$ 622,035

Authority to classify portion of the governmental ending fund balances as Assigned is hereby granted to the City Administrator/and or Finance Director.

The City Council considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balances are spent, the Common Council of the City of Port Orford will consider that committed amounts will be reduced first, followed by assigned amounts and then the unassigned amounts.

The above resolution statements were approved and declared adopted by the Common Council of the City of Port Orford and effective this 15th day of June 2023.

Attest:

Mayor Pat Cox

Joseph Harrison, Recorder

RESOLUTION 2023 - 09

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT ORFORD
DECLARING WATER FEE INCREASE**

WHEREAS, the Common Council for the City of Port Orford has determined that current water rates are not covering the costs to provide such services; and

WHEREAS, the Common Council for the City of Port Orford has determined that the water rates for the City have not been raised in over a year; and

WHEREAS, ORS 294.160 requires a City governing body to allow for public comment before raising rates or establishing a new fee or fee increase; and

WHEREAS, the City held a public hearing on June 15, 2023 prior to raising rates;

NOW, THEREFORE,

BE IT RESOLVED by the Common Council of the City of Port Orford, that the City of Port Orford elects to adopt the rate structure for water services as attached on Exhibit A and incorporated by reference herein.

ADOPTED by the Common Council of the City of Port Orford, and effective this 15th day of June 2023.

SIGNED BY THE MAYOR this _____ day of June 2023.

By: _____
Mayor, Pat Cox

ATTEST:

Joseph Harrison, City Recorder

CITY OF PORT ORFORD

Schedule of Utilities Rates
As of May 29, 2023

Exhibit A

Water Enterprise Fund
Water Rates

	Current Rate	Proposed Increase	New Proposed Rate
Base Rate Consumption (cost per 1,000 gallons used)	\$ 30.69	+ \$ 2.04	= \$ 32.73
0 - 2,000	Included in the base rate		
2,001 - 5,000	\$ 8.69	+ \$ 1.16	= \$ 9.85
5,001 - 10,000	\$ 10.75	+ \$ 1.16	= \$ 11.91
10,001 - 20,000	\$ 11.79	+ \$ 1.16	= \$ 12.95
> 20,000	\$ 12.79	+ \$ 1.16	= \$ 13.95

Water Capital Reserve Fund
Water Reserve Rates

	Current Rate	Proposed Increase	New Proposed Rate	RCAC Recommended Goal
Base Rate Consumption (cost per 1,000 gallons used)	\$ 3.50	+ \$ 0.50	= \$ 4.00	\$ 10.00
0 - 2,000	Included in the base rate			
2,001 - 5,000	\$ 2.00	+ \$ 0.50	= \$ 2.50	\$ 2.00
5,001 - 10,000	\$ 2.00	+ \$ 0.50	= \$ 2.50	\$ 4.00
10,001 - 20,000	\$ 2.00	+ \$ 0.50	= \$ 2.50	\$ 4.00
> 20,000	\$ 2.00	+ \$ 0.50	= \$ 2.50	\$ 4.00

Sewer Enterprise Fund
Sewer Rates

	Current Rate	Proposed Increase	New Proposed Rate
Base Rate Consumption (cost per 1,000 gallons used)	\$ 43.37	+ \$ -	= \$ -
	\$ 7.55	+ \$ -	= \$ -

Sewer Capital Reserves Fund
Sewer Reserve Rates

	Current Rate	Proposed Increase	New Proposed Rate	RCAC Recommended Goal
Base Rate Consumption (cost per 1,000 gallons used)	\$ 3.50	+ 0.5	= \$ 4.00	\$ 8.00
	\$ 1.00	+ \$ -	= \$ 1.00	\$ 2.00

Exhibit A



City of Port Orford

TO: Mayor and City Council

FROM: John Huttli, City Administrator

DATE: June 15, 2023

SUBJECT: Emergency Award TLT Committee Grants

Summary

We have three applications for TLT grants who have complied with our code. But the City has not been able to get a recommendation from the TLT committee. Such recommendation appears not possible; therefore, staff recommends the City Council make the awards without recommendation from the TLT Committee.

Background

The City TLT ordinance requires grants to be submitted by February. Then those applications are reviewed by the TLT Committee, who then makes recommendations for award to the City Council.

In May of 2023, an applicant appeared before the City Council explaining that their application had not been reviewed by the TLT Committee. Staff was directed to look into it and follow up.

Staff found that there were three applications timely submitted, and that none of the applications had been reviewed by the TLT Committee. Staff noticed a meeting of the TLT Committee, directing all the members to appear. There are three members. The Chair appeared, but one member was out of the country, and another was non-responsive.

Without a quorum, the committee could not conduct business. City Administrator reported to the TLT Committee Chair that he would report to the City Council. The described course of action was that the City Administrator would recommend to the City Council that it make the decision without review by the TLT Committee. The TLT Committee Chair did not oppose this.

Further, the Chair of the TLT Committee had documentation that its level of funds was \$15,000, per a code amendment.

There were three grants. Two were from Main Street. One was from Jubilee.

Main Street requested:	\$ 3,360 for Rays Front Landscaping
Main Street requested:	\$ 3,000 for Bike Racks on US 101

Jubilee requested:	\$11,000 toward Fire Works
Total requests	\$17,600
Total available to award	\$15,000

Grant full request from Main Street for Bicycle Racks \$3000.

Grant partial request from Main Street for Ray’s Food Place Landscaping

NOTE: 3.08.255(B) states: “A business or commercial property must show expenditure of cash to match the grant funds; no in-kind is allowed for a business or commercial property.” Rays claims cash match of \$970. Therefore, grant \$970.

Grant balance of \$11,030 to Jubilee.

Recommendation

Adopt Resolution Declaring Emergency and Awarding Grants as set forth above.

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
2022-2023 GRANT APPLICATION FORM

Grant project design requirements: 1) your project must enhance and/or beautify the city; 2) promote the development of the city's tourism industry through promotion outside the city; or 3) support projects designed to attract visitors to the city. All projects must reflect the full diversity of the Port Orford community.

1. Project Name: Highway 101 Bike Racks
 2. Organization or Business Name: Port Orford Main Street
 3. Contact Name(s) and Title: Susan Russell and Kitty Million, president & secretary
 4. Phone Number(s): 541 218 8684/541 604 0524 E-mail: mainstreetportorford@gmail.com
 5. Is organization a non-profit? Yes Number: 27-0725184
 6. Previous recipient of TLT Grant Funds? Yes x No if yes, when and how were the funds used?
2022 -23 City Hall Landscaping: 2022-23 City Map and Guide
-
7. Grant Project Narrative: A detailed description of the proposed project or the activity and how it will help the City regarding Tourism and Beautification must be included with the application. (Limit to attached page)
 8. Projected start date: July 1, 2023 Projected completion date: October 1, 2023
 9. Amount requested in this application: \$ 3000
 10. Budget (use attached sheet) a 50% match is required. Businesses must match 50% in cash.

Signature Kitty Million
Susan Russell Date 2/20/2023

Send or deliver application to City of Port Orford, P.O. Box 310, 555 West 20th Street, Port Orford, OR 97465 or e-mail to jginsburg@portorford.org

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
 2022-2023 GRANT APPLICATION FORM

BUDGET:

Project/Program Expenses

Line Item	Total Cost	TLT Funds	Other Revenue Source
10 powder coated bike racks	8000	1000	7000
Installation	2000	2000	
Total	\$ 10,000	\$ 3000	\$ 7000

Other Revenue Sources: include source, amount, and status (i.e. planned, pending, secured)

Source (Amount)	Status	Source (Amount)	Status
WRCA Grant (\$7000)	Pending		

Is the project/program budget included in your organization's operating budget? Yes

You may change the number of rows in the tables above as needed. However, all information must be included and the project/program budget is limited to one single sided page

As described in the TLT Ordinance;

No grant shall exceed fifty percent (50%) of the total project cost. No funds shall be disbursed until the grant recipient shows, to the satisfaction of the City, that it has the matching funds in cash or cash equivalent.

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
 2022-2023 GRANT APPLICATION FORM

BUDGET:

Project/Program Expenses

Line Item	Total Cost	TLT Funds	Other Revenue Source
2023 Port Orford Jubilee Fireworks	\$15,000	\$10,000	\$5,000
Total	\$	\$	\$

Other Revenue Sources: include source, amount, and status (i.e. planned, pending, secured)

Source (Amount)	Status	Source (Amount)	Status
Port Orford Jubilee (\$5,000 - \$7,500)	secured		

Is the project/program budget included in your organization's operating budget? Yes

You may change the number of rows in the tables above as needed. However, all information must be included and the project/program budget is limited to one single sided page

As described in the TLT Ordinance;

No grant shall exceed fifty percent (50%) of the total project cost. No funds shall be disbursed until the grant recipient shows, to the satisfaction of the City, that it has the matching funds in cash or cash equivalent.

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
 2022-2023 GRANT APPLICATION FORM

Grant project design requirements: 1) your project must enhance and/or beautify the city; 2) promote the development of the city's tourism industry through promotion outside the city; or 3) support projects designed to attract visitors to the city. All projects must reflect the full diversity of the Port Orford community.

1. Project Name: 2023 Port Orford Jubilee Fireworks
2. Organization or Business Name: Port Orford Jubilee
3. Contact Name(s) and Title: Teri Hughes, President
4. Phone Number(s): 541.214.3374 E-mail: info@portorfordjubilee.org
5. Is organization a non-profit? Yes Number: 37-1549773
6. Previous recipient of TLT Grant Funds? Yes No if yes, when and how were the funds used?
2022 Fireworks, plus prior years of funding.
7. Grant Project Narrative: A detailed description of the proposed project or the activity and how it will help the City regarding Tourism and Beautification must be included with the application. (Limit to attached page)
8. Projected start date: 3/1/2023 Projected completion date: 8/1/2023
9. Amount requested in this application: \$ \$7,500 - \$10,000
10. Budget (use attached sheet) a 50% match is required. Businesses must match 50% in cash.

Signature Teri Hughes Date 2-20-2023

Send or deliver application to City of Port Orford, P.O. Box 310, 555 West 20th Street, Port Orford, OR 97465 or e-mail to jginsburg@portorford.org

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
2022-2023 GRANT APPLICATION FORM

Grant Narrative: please include why this will benefit Port Orford and promote tourism.

The Port Orford Jubilee is a 501(c)(3) nonprofit organization responsible for putting on the Fourth of July celebration in Port Orford, Oregon. The Jubilee is the highlight of the year, bringing together the local community and providing a boost to local businesses. The Jubilee is the key tourist event for Port Orford, attracting out-of-town visitors who return to the area on more trips. In 2022, the Jubilee was the opportunity for a major volunteer beautification/cleanup effort of Highway 101/Oregon Street and Buffington Park, spearheaded by Main Street Port Orford, the Parks Commission and the Jubilee. We expect the same for 2023.

After the Jubilee was cancelled in 2020 and 2021, the organization came very close to dissolving by the beginning of 2022. In anticipation of dissolution, the Jubilee fireworks savings had been transferred to the Port Orford Fire Department for safe-keeping. There was expected to be enough money there to cover the cost of two to three years of the fireworks program. In January 2022, a last-ditch community meeting resulted in four new volunteers committed to revitalizing the Port Orford Jubilee. This new Board of Directors started with less than \$400 in the bank. In February, without any prior budget history, we requested \$5,000 in Port Orford TLT funds, matching the amount we believe was granted to the Jubilee in 2019. A fortuitous one-time donation of \$10,000 from Curry County's Tourism Promotion Committee bootstrapped the organization, enabling us to begin fund-raising efforts. We sold merchandise and put on fundraising events throughout 2022.

The Jubilee Fireworks is the primary project of the Port Orford Jubilee, the focus of our year-around fundraising. The cost of fireworks has gone up significantly due to the pandemic. In 2019, the fireworks cost \$8,600. In 2022, the cost went up to \$15,000. The Jubilee savings would only cover one year's worth of fireworks, with a bit to spare, not the "two to three years" we had expected.

In 2019, \$5,000 in Port Orford TLT funding would have covered 58% of the cost of the fireworks. In 2022, the same \$5,000 covered just one-third the cost of the fireworks. In 2023, the fireworks will again cost \$15,000. We are requesting \$7,500 to \$10,000 in TLT funding, for one-half to two-third the cost of the 2023 Port Orford Jubilee Fireworks. We suggest this range because we don't have insight into the Port Orford TLT budget and we recognize the efforts of other applicants. However, covering a substantial portion of the cost of the 2023 fireworks would be of great benefit to our organization at this critical time. We need to build up our savings again, as we can't start ground zero each year, to ensure the long-term stability of the Jubilee celebration and fireworks. We plan further investments in our ability to raise funds more effectively, purchasing equipment and supplies to hold more fundraising events and to reach out to more potential donors. Ensuring that the 2023 Jubilee Fireworks is fully funding will make this possible. Thank you for your consideration!

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
2022-2023 GRANT APPLICATION FORM

Grant project design requirements: 1) your project must enhance and/or beautify the city; 2) promote the development of the city's tourism industry through promotion outside the city; or 3) support projects designed to attract visitors to the city. All projects must reflect the full diversity of the Port Orford community.

1. Project Name: Ray's Food Place Landscaping along 101
2. Organization or Business Name: Port Orford Main Street
3. Contact Name(s) and Title: Susan Russell and Kitty Million, president & secretary
4. Phone Number(s): 541 218 8684/541 604 0524 e-mail: mainstreetportorford@gmail.com
5. Is organization a non-profit? Yes Number: 27-0725184
6. Previous recipient of TLT Grant Funds? Yes x No if yes, when and how were the funds used?
2022 -23 City Hall Landscaping: 2022-23 City Map and Guide
7. Grant Project Narrative: A detailed description of the proposed project or the activity and how it will help the City regarding Tourism and Beautification must be included with the application. (Limit to attached page)
8. Projected start date: March 1, 2023 Projected completion date: July 1, 2023
9. Amount requested in this application: \$ 3360
10. Budget (use attached sheet) a 50% match is required. Businesses must match 50% in cash.
See attached

Signature Kitty Million
Susan Russell Date 2/20/2023

Send or deliver application to City of Port Orford, P.O. Box 310, 555 West 20th Street, Port Orford, OR 97465 or e-mail to jginsburg@portorford.org

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
2022-2023 GRANT APPLICATION FORM

Grant Narrative: please include why this will benefit Port Orford and promote tourism.

Last year Ray's Food Place removed overgrown plantings that were a safety issue, an eyesore and trash collector, leaving stumps, weeds and dying plantings. Nothing about this image invites patronage by tourists passing through.

The proposed Main Street landscaping project along 150' of the city right of way, with its pier posts, rope and coastal plantings, will continue the Highway 101 nautical theme that is already seen at Camp Blanco RV Park and the Crazy Norwegian.

We anticipate future projects using the same theme.

Tourists are more likely to stop and explore a small town that shows civic pride.

The proposed plan, worked out with Ray's manager Terry Grimes, his corporate supervisors, and landscape designer Dennis Farrar, is to remove all debris and stumps, fix the irrigation system already in place, install ground cloth for weed prevention, install 10 pier post clusters connected by 3" rope, spaced about 15' apart, surrounded by the same gravel as is at the City Hall, and enhanced with a few low growing, waterwise plantings and boulders that will not obstruct the view of pedestrians or road traffic, making a safer, but more beautiful, parking lot entrance/exit.

Main Street has worked since 2009 to beautify the business corridor along 101. Their work has inspired many businesses to upgrade their facades and outdoor spaces.

Side note: we gave out 15 Spiffy Awards last year to businesses who had done so. There are more!

CITY OF PORT ORFORD
City Beautification and Tourism Development Fund
 2022-2023 GRANT APPLICATION FORM

BUDGET:

Project/Program Expenses

Line Item	Total Cost	TLT Funds	Other Revenue Source
Labor: landscape designer, post hole diggers, installers, repair	2000		
Site prep with backhoe - Dave Bassett - remove stumps/level	600	600	
Landscape cloth and pins	400	400	
Decorative boulders and gravel and irrigation system cover	1150	1150	
Irrigation repair or replacement as needed	600	600	
Plantings	1000	1000	
Rope (200' of 3" and 1 1/2") and hardware	970		970
Total	\$ 6720	\$ 3360	\$ 970

Other Revenue Sources: include source, amount, and status (i.e. planned, pending, secured)

Source (Amount)	Status	Source (Amount)	Status
Ray's (\$970)	Pending		
In kind labor (\$2390)	Secured		

Is the project/program budget included in your organization's operating budget? Yes

You may change the number of rows in the tables above as needed. However, all information must be included and the project/program budget is limited to one single sided page

As described in the TLT Ordinance;

No grant shall exceed fifty percent (50%) of the total project cost. No funds shall be disbursed until the grant recipient shows, to the satisfaction of the City, that it has the matching funds in cash or cash equivalent.

RESOLUTION 2023 –
A RESOLUTION DECLARING AN EMERGENCY, SUSPENDING CODE SECTIONS,
AWARDING GRANTS

WHEREAS, the Common Council for the City of Port Orford has adopted City Ordinance 3.08.010 et seq regarding Transient Lodging Tax (TLT); and
WHEREAS, the above-referenced City Ordinance explains that the City Council will approve grants as allocated by the TLT Expenditure Committee; and
WHEREAS, the City received three separate applications for TLT grants on or about February of 2023; and
WHEREAS, since that time, the TLT Expenditure Committee has not been able to convene to consider the grant requests; and
WHEREAS, at the last duly noticed TLT Expenditure Committee to consider grant requests, the TLT Expenditure committee did not obtain a quorum and therefore could not make recommendations; and
WHEREAS, at that meeting, the City Administrator explained to the TLT Expenditure Committee Chair that the Administrator would present the grants to the City Council for direct award and there was no objection; and
WHEREAS, the inability of the City of Port Orford to follow the letter of the law creates an emergency with respect to the providing of grants to worthy causes in the City as found in the spirit of the code;
NOW THEREFORE, The Common Council for the City of Port Orford HEREBY RESOLVES:

An Emergency Exists with respect to the administration of grant applications under the Transient Lodging Tax Code to support suspending application of sections 3.08.240 and 3.08.250 with respect to grant procedures therein; and

FURTHER RESOLVES, notwithstanding the delegation of grant award recommendations to the TLT Expenditure Committee under the code, the Common Council of the City of Port Orford retains full authority to approve TLT grants; and

FURTHER RESOLVES, having fully considered the grant requests and options before it, that TLT grants are awarded as follows:

- Main Street Port Orford Bike Racks \$ _____
- Main Street Port Orford Landscaping \$ _____
- Port Orford Jubilee Fourth of July Event \$ _____

Dated _____ / _____ / _____

Pat Cox
Mayor, City of Port Orford

Attest: Joseph Harrison
Recorder, City of Port Orford

PO Watershed Council Liaison Report, June 2023 Submitted by Councilor Ann Vileisis

The POWC has started meeting in person again in Council Chambers on the first Wednesday of the month at 6:30pm —next meeting will be July 5 at 6:30pm.

As watershed council liaison, I've worked with Administrator Huttli to plan for final tasks needed to complete the purchase of the Wilson/ Conservation Fund property. We are expecting to receive the official loan agreement from DEQ on June 12. A final resolution from Council will be needed.

On June 6, the PO Watershed Council hosted a public education event at the library about stewardship of lands in our drinking water source area that lie within the North Fork of Hubbard Creek watershed. Chair Linda Tarr gave an overview of the watershed, explaining the challenges of sedimentation and how forest lands in the watershed will be managed for high quality drinking water. Erin Minster from the Curry Soil and Water Conservation District spoke about how landowners within the Drinking Water Source Area can manage gorse to reduce fire risks and to help protect drinking water. And a short film about the Port Orford Watershed was shown. About 20 people attended.

This public education event was one of the final requirements of the Forest Stewardship Plan grant, which also included printing of public education brochures that were mailed to private landowners in the drinking water source area, purchase of new signs for watershed access gates and of new tools to help with the ongoing management tasks of reducing gorse and restoring forest. With this event and the soon to be completed disbursements for tools, the work on this grant will be completed.

Finishing the two OHA grants and also nearing completion on the land transaction represents a lot of good work done for the benefit of our city's water supply!

At the POWC meeting on June 7, the first in person meeting since covid — members once again discussed the wetlands walkway. The idea was raised that perhaps the footprint of the walkway could be redesigned to be a bit smaller (more of an apron viewing design) if that would be easier to maintain, easier to patrol, and more cost-effective for the city.

The POWC also discussed the Joanne Ruff Nature Trail and has coordinated with Neighbor to Neighbor to organize a volunteer clean up day together with some houseless individuals on June 14 at noon. People that had been camping in that part of the park have left quite a lot of trash. The area lies within the watershed of Garrison Lake, and the POWC's interest is in reducing potential pollutants and in maintaining the trail.

The POWC also discussed the Parks Commission's plans to extend the frisbee golf course into the Nature Trail area. Linda Tarr recently walked the trail with Councillor Tidey and Dave Lacey (Oregon Coast Visitor's Association). The POWC has an interest because they had worked to improve the nature trail in the past. They want to work together with the Parks Commission to ensure the course will highlight and conserve the unique natural features of the park, including beautiful large trees.

Most important, the POWC discussed its organizational status. CA Huttli has recognized that the POWC is not an official commission of the city and raised the question about whether or not it should be. The POWC had been an official commission of the city from 1994 to 2010, when a conflict between the mayor and chair at the time, resulted in a split. The POWC decided to instead affiliate with the South Coast Watershed Council, as a member council. The members, some who have been very long standing and very dedicated, carried on despite the split, and have served our city in many helpful

ways. They have done volunteer work maintaining gorse in the watershed and they have done a lot of leg work to help us in the purchase of the watershed land, working closely with city council through the Watershed Liaison position, and by making recommendations to council. However, they have not been following all the specific rules of a city commission.

At this point, Mr. HuttI wants clarity about this relationship. The POWC would like a little time to do their due diligence. They want to consider their options, which may include becoming an official city commission again or staying affiliated with the Watershed Council (or Curry Watersheds Partnership) and having an official MOU with the city that would enable them to continue their volunteer work. They are disinclined to become a 501 c3 because they are most interested to volunteer their time to help accomplish good work for our city and not to shoulder the work of maintaining a new organization.

I'm am already working to draft an Agreement with the Curry Soil and Water Conservation District to make it easier for Erin Minster to help watershed volunteers do the ongoing work that's needed to manage gorse on city owned lands in our watershed. And so, more time is needed to sort out some of these details that will help everyone gain clarity on roles and responsibilities and to continue building on all the excellent work that's been done.

RESOLUTION 2023-08**A RESOLUTION ADOPTING SALARIES AND WAGES FOR FY 2023- 2024**

BE IT HEREBY RESOLVED by the *Common Council of the City of Port Orford* to adopt the salaries and wages listed below to be effective July 1, 2023:

Employee	Annual Salary
----------	---------------

Administrator	\$73,990
Police Chief	\$73,044
PW Superintendent	\$78,757

	Annual Wage
--	-------------

Assist to Admin/Planning	\$37,329
Utility Clerk	\$38,703
Payroll Clerk	\$45,450
Utility Worker #3	\$55,779
Waste Water Plant Operator	\$58,124
Maint. Worker #1	\$48,739
Maint. Worker #2	\$44,369
Maint. Worker #3	\$39,934
Police Officer #2	\$57,995
Police Officer #3	\$57,995
Police Officer #4	\$34,057
Police Officer #5	\$56,147

ADOPTED by the Common Council of the City of Port Orford the 15th day of June, 2023.

Pat Cox, Mayor

ATTEST:

Joseph Harrison, Recorder



City of Port Orford

TO: Mayor and City Council

FROM: John Hutt, City Administrator

DATE: June 15, 2023

SUBJECT: Resolution to Restrict Camping; Exception; Provisions for Removal of Things

Summary

Recent cases have held that local governments may not punish involuntarily homeless persons for camping on public property if those persons have no reasonable place to go. This, among other causes, resulted in a growth of homeless campers on public property. As a reaction to the situation, 2023 Oregon House Bill 3115 allows local governments to adopt reasonable time, place and manner restrictions to address camping on public property.

The attached resolution begins by explaining that camping is prohibited on public property in the City. Then it creates an exception for involuntarily homeless persons to be allowed to camp at a reasonable place (12th Street Boat Ramp proposed), time (between 10 p.m. and 8 a.m.) and manner (all indicia of camping shall be removed between hours of 8 a.m. and 10 p.m.) restrictions.

Staff has reviewed the publication of League of Oregon Cities regarding this topic, and has surveyed other cities' ordinances and resolutions in response to 2023 HB 3115, and has tried to craft a resolution that addresses the issue, while considering the very limited resources of our City.

If we do not adopt such a resolution, then arguably we do not have a reasonable alternative to the status of involuntarily homeless, and may be unable to regulate their camping actions.

Recommendation

Adopt Resolution

RESOLUTION 2023 –
A RESOLUTION ESTABLISHING REASONABLE TIME PLACE AND MANNER REGULATIONS
OF CAMPING ON PROPERTY OPEN TO THE PUBLIC IN THE CITY OF PORT ORFORD;
ALLOWING FOR HUMANE REMOVAL OF CAMPSITE PROPERTY

WHEREAS, The Common Council of the City of Port Orford recognizes that some persons are involuntarily homeless and therefore experience homelessness; and
WHEREAS, the City of Port Orford recognizes that involuntary homeless persons who experience homelessness are unable to find suitable lodging and must camp; and
WHEREAS, the City of Port Orford does not desire or intend to penalize, stigmatize or otherwise punish any person who is involuntarily homeless and experience homelessness; and
WHEREAS, the City of Port Orford realizes that uncontrolled camping at any and all public places in Port Orford is detrimental to the public health, safety and welfare of the citizens of Port Orford; and
WHEREAS, the City of Port Orford desires to establish humane procedures for removal of campsites;
NOW THEREFORE, the City of Port Orford RESOLVES to adopt reasonable time place and manner restrictions on camping upon places open to the public by involuntarily homeless persons who are experiencing homelessness; and
FURTHER RESOLVES, the Common Council of the City of Port Orford adopts and incorporates by reference the following code provisions attached hereto as Exhibit A, to regulate camping on places open to the public in the City of Port Orford.

Dated this 15th day of June, 2023

Pat Cox, Mayor, City of Port Orford

Attest: Joseph Harrison, Recorder

Chapter 12.10

Reasonable Time Place and Manner Regulations on Camping in Areas Open to the Public

Procedures for Removal of Campsites

12.10.010 PURPOSE

This Section establishes reasonable time place and manner regulations for camping in areas open to the public, as well as establishing procedures for removal of campsites not allowed. This Section is intended to carry out the provisions of ORS 105.500 et seq.

12.10.020 DEFINITIONS

- (1) CAMP OR CAMPING. To set up, use maintain or remain in a campsite
- (2) CAMPSITE. Any place where indicia of camping is found.
- (3) HOMELESS or EXPERIENCING HOMELESSNESS means those persons experiencing involuntary homelessness, who actively seek to obtain housing.
- (4) INDICIA OF CAMPING. Includes but is not limited to: tents, huts, temporary shelters, lean-tos, shacks or any other structure or vehicle or parts thereof; also includes but is not limited to tarps, cots, beds, sleeping bags, blankets, mattresses, hammocks, clothing, bags, personal effects, cookware, stoves and the like.
- (5) KEEPING WARM AND DRY. means using measures necessary for an individual to survive outdoors given the environmental conditions. "Keeping warm and dry" does not include using any measure that involves fire or flame.
- (6) LOCAL AGENCY THAT DELIVERS SOCIAL SERVICES includes but is not limited to Coast Community Health or its successor entity
- (7) PERSONAL PROPERTY. means any item that can reasonably be identified as belonging to an individual and that has apparent value or utility.
- (8) TO STORE. To put aside or accumulate for use when needed, to put for safekeeping or to place or leave in a location

12.10.030 PROHIBITION OF CAMPING ON PUBLIC PROPERTY IN THE CITY OF PORT ORFORD; EXCEPTION

- (1) In addition to Port Orford City Code 12.16.070 which prohibits overnight camping in all city Parks, this section prohibits camping on any public property in the City limits of port Orford.
- (2) Exception. This prohibition is subject to the following exception.
 - (a) Persons who experience involuntary homelessness may camp overnight and otherwise take efforts to keep warm and dry from the hours of 10:00 p.m. to 8:00 a.m. at the property commonly known as the 12th Street Boat Ramp, Map taxlot: 3315-05BC-00302-00.

Exh A-1

(b) Notwithstanding the above, no indicia of camping can be stored or left unattended on public property between 8:00 a.m. and 10:00 p.m. During times allowable under the time provision of this code, those experiencing involuntary homelessness may use small tents, or other temporary means of portable shelter that must be fully removed daily without impacting the grounds.

12.10.040 POLICY FOR REMOVAL OF CAMPSITES

(1) This policy recognizes the social nature of the problem of homeless individuals camping on public property and is developed to ensure the most humane treatment for removal of homeless individuals from camping sites on public property.

(2) NOTICE REQUIRED 72 HOURS

(a) At least 72 hours before removing homeless individuals from an established camping site, law enforcement officials shall post a written notice, in English and Spanish, at all entrances to the camping site to the extent that the entrances can reasonably be identified.

1. When a 72-hour notice is posted, law enforcement officials shall inform the local agency that delivers social services to homeless individuals as to where the notice has been posted.
2. The local agency may arrange for outreach workers to visit the camping site that is subject to the notice to assess the need for social service assistance in arranging shelter and other assistance.

(3) The written notice required under subsection (2)(a) of this section must state, at a minimum:

- (a) Where unclaimed personal property will be stored;
- (b) A phone number that individuals may call to find out where the property will be stored; or
- (c) If a permanent storage location has not yet been determined, the address and phone number of an agency that will have the information when available.

(4) When notice not required. The 72-hour notice requirement under subsection (3) of this section does not apply:

- (a) When there are grounds for law enforcement officials to believe that illegal activities other than camping are occurring at an established camping site.
- (b) In the event of an exceptional emergency at an established camping site, including, but not limited to, possible site contamination by hazardous materials, a public health emergency or other immediate danger to human life or safety.

(5) All personal property at the camping site that remains unclaimed after removal shall be given to a local agency that delivers social services to homeless individuals, whether notice is required under subsection (2)(a) of this section or not.

- (a) The unclaimed personal property must be stored in a facility located in Port Orford.

Exh A-2

(b) Items that have no apparent value or utility or are in an insanitary condition may be immediately discarded upon removal of the homeless individuals from the camping site.

(c) Weapons, controlled substances other than prescription medication and items that appear to be either stolen or evidence of a crime shall be given to or retained by law enforcement officials.

12.10.050 STORAGE OF UNCLAIMED PERSONAL PROPERTY

(a) The unclaimed personal property shall be stored in an orderly fashion, keeping items that belong to an individual together to the extent that ownership can reasonably be determined.

(b) The property shall be stored for a minimum of 30 days during which it shall be reasonably available to any individual claiming ownership. A person claiming ownership shall have the burden of proving ownership, by any reasonable means available.

(c) Any personal property that remains unclaimed after 30 days may be disposed of.

(d) In the alternative to disposal, the city may donate to an IRS 501(c)(3) corporation.

12.10.060 OPTIONAL MEETING BETWEEN LAW ENFORCEMENT AND LOCAL AGENCY

Following the removal of homeless individuals from a camping site on public property, the law enforcement officials, local agency officials and outreach workers may meet to assess the notice and removal policy, to discuss whether the removals are occurring in a humane and just manner and to determine if any changes are needed in the policy.

12.10.070 PENALTY

Any person who makes a first violation of any provision of this Section 12.10, shall be punished, upon conviction, by a fine of not more than \$200. Conviction of a first violation does not give rise to any disability or legal disadvantage based on conviction of a crime.

Any person violating this section after being found guilty of a violation of this Section 12.10 shall constitute trespassing under municipal code, state law or common law.

A person authorized to issue a citation for unlawful camping under this code may not issue the citation if the citation would be issued within 200 feet of a notice required under subsection (3) of this section and within two hours before or after the notice was posted.

Exh A-3

Curry County Mapping Application

1:100
N
S



Exhibit A -4
Lot 302

1:2,257

App State
Click to restore the map extent and layers visibility where you left off.