

Agenda

Shady Cove Regular City Council Meeting

Shady Cove City Council Chamber
22451 Highway 62, Shady Cove, Oregon
Thursday, May 3, 2018
6:00 p.m.

I. Call to Order

- A. Roll Call
- B. Pledge of Allegiance
- C. Announcements by Presiding Officer

- 1. This meeting is being digitally recorded.
- 2. The next regularly scheduled meeting of the Planning Commission will be May 10th at 6:30 p.m. in the Council Chamber.
- 3. The next meeting of the City Council will be May 17th at 6:00 p.m. in the Council Chamber.
- 4. Public may comment on agenda items – Public must state name, address and standing to discuss an issue. Issues must have city-wide impact and not be personal issues.

II. Consent Calendar

- A. Regular Meeting Minutes of April 5, 2018 (pg. 3-5)

III. Written Communications

None

IV. Staff Reports

- A. Bills Paid Report, April 6, 2018 – April 25, 2018; \$52,633.10 (pg. 6)
- B. City Administrator
- C. Deputy Cicero
- D. Fire Chief Greg Winfrey

V. New Business

- A. OLCC Event Liquor License (pg. 7-9)

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (541) 878-2225. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

- VI. Public Comment on Non-Agenda Items**
- VII. Council Comments on Non-Agenda Items**
- VIII. Adjournment**

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, April 5, 2018

CALL TO ORDER

Mayor Sanderson called the Regular City Council Meeting to order at 6:00 p.m. in the City Council Chamber.

Council Present: Mayor Sanderson, Councilor Mitchell, Councilor Kristich, Councilor McGregor and Councilor Tarvin

Staff Present: Debby Jermain, Planning Technician

ANNOUNCEMENTS

The mayor led the audience in the Pledge of Allegiance and made the announcements on the agenda.

CONSENT CALENDAR

Regular Meeting Minutes of March 15, 2018

Motion to Accept the Minutes

Motion: Councilor Kristich Second: Councilor Tarvin

All ayes. Motion carried 5-0

STAFF REPORTS

The planning technician answered questions on the bills paid report.

Deputy Cicero gave a brief statement on law enforcement in the city.

OLD BUSINESS

A. Ordinance – Banning Outdoor Growing of Marijuana

The council discussed the ordinance and took opinions from citizens regarding the banning of outdoor growing.

Motion to Table the Ordinance Banning Outdoor Growing of Marijuana

Motion: Councilor Kristich Second: Councilor Mitchell

All ayes. Motion carried 5-0

B. Ordinance – Landscaping Standards

The mayor read the ordinance by title only.

Motion to Adopt the Ordinance Amending the Shady Cove Code of Ordinances to Add Landscaping Standards in the General Commercial (GC) and Public (P) Zoning District

Motion: Councilor Tarvin Second: Councilor McGregor

All ayes. Motion carried 5-0

NEW BUSINESS

A. Appoint Budget Committee Members

Motion to Appoint Spencer Davenport as Budget Committee Member, Term Expiring 1/31/2021

Motion: Councilor Kristich Second: Councilor Tarvin
All ayes. Motion carried 5-0

Motion to Appoint Janet Swearson as Budget Committee Member, Term Expiring 01/31/2021

Motion: Councilor Kristich Second: Councilor Tarvin
All ayes. Motion carried 5-0

Motion to Appoint Lena Richardson as Budget Committee Member, Term Expiring 1/31/2020

Motion: Councilor McGregor Second: Councilor Mitchell
Motion carried 4-1 (Nay Councilor Kristich)

B. Resolution 18-04 – Authorizing the issuance and negotiated sale of full faith and credit refunding obligations to refund an outstanding loan

Motion to Adopt Resolution 18-04 –Authorizing the Issuance and Negotiated Sale of Full Faith and Credit Refunding Obligations to Refund an Outstanding Loan; Designating an Authorized Representative, Special Counsel, and Underwriter; Authorizing the Execution and Delivery of a Financing Agreement and Trust Agreement; and Related Matters

Motion: Councilor Mitchell Second: Councilor Tarvin
All ayes. Motion carried 5-0

C. Bella Pasta – OLCC Liquor License

Rusty Williams, of Bella Pasta described plans for their restaurant.

Motion to Recommend Granting Approval of the Bella Pasta Liquor License

Motion: Councilor Tarvin Second: Councilor McGregor
All ayes. Motion carried 5-0

D. Rapid Pleasure Rafting, LLC - OLCC Liquor License

The council asked questions of the business owner.

Motion to Recommend Granting Approval of the Rapid Pleasure Rafting Liquor License

Motion: Councilor Mitchell Second: Councilor McGregor
All ayes. Motion carried 5-0

E. Discussion – Cancelling of the April 19, 2018 Council Meeting

Motion to Cancel the April 19, 2018 Council Meeting

Motion: Councilor McGregor Second: Councilor Tarvin
All ayes. Motion carried 5-0

PUBLIC COMMENTS

A citizen made a statement that she is opposed to the Kingdom Sanctuary plans for a women's shelter.

COUNCIL COMMENTS

Councilor Kristich gave a brief statement about the Rogue Valley Council of Governments meeting she attended. She thanked all the 911 responders, noting that April is the 50th Anniversary of 911. Councilor Kristich also thanked the citizens that came to the meeting to express their opinions. She recognized the presence of Jackson County Commissioner Colleen Roberts at the meeting and read a quote from Colleen Roberts that was printed in the Upper Rogue Independent.

Councilor Mitchell mentioned the article regarding the pros and cons of building a new jail in Jackson County and a possible suggestion for funding.

Councilor McGregor requested that staff be present to answer questions for the citizens and council during regular hours of operation. He also requested a calendar showing dates of training for staff and what the training is about.

Mayor Sanderson appreciated the importance of the feedback received from the citizens.

ADJOURNMENT

There being no further business before the council, the Mayor adjourned the regular meeting at 7:20 p.m.

Approved:

Attest:

Tom Sanderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Sanderson _____
Councilor Mitchell _____
Councilor Kristich _____
Councilor McGregor _____
Councilor Tarvin _____

Date	Check	Payee	Description	Amount
04/16/2018	43590	American Public Works Association	Dues	330.00
04/16/2018	43591	Canon Financial Services, Inc.	Copier Lease & Copies 612930	376.01
04/16/2018	43592	Cantel of Medford, Inc.	Park Supplies	75.00
04/16/2018	43593	Celtic Circle, LLC	Shop Rental	800.00
04/16/2018	43594	David Christian	Radio Programming, 5 hrs.	150.00
04/16/2018	43595	ELAN	Office Supplies	2,345.08
04/16/2018	43596	Ewing Irrigation	Park Maintenance	105.88
04/16/2018	43597	Hunter Communications	Phone Services & Internet Charges 698	578.88
04/16/2018	43598	ICMA	membership Renewal - 723537	531.70
04/16/2018	43599	Jackson County Health & Human Services	Dead Animal Pick Up - 47992	109.68
04/16/2018	43600	Jackson County Sheriff	Law Enforcement Services- Monthly	36,666.67
04/16/2018	43601	Jeffrey & Katelynn Peabody	Utility Billing Refund	2.03
04/16/2018	43602	Mary Gunderlock	Website - Monthly Update	240.00
04/16/2018	43603	Mike Bull	Utility Billing Refund	5.90
04/16/2018	43604	R. Wilder & A Hethorn	Utility Billing Refund	56.93
04/16/2018	43605	Sherwin-Williams	Park Maintenance Materials - 4265-5053	268.48
04/25/2018	43606	CIS Trust	Long Term Disability	156.10
04/25/2018	43607	David Christian	Radio Programming, 5 hrs.	75.00
04/25/2018	43608	Donald & Sandra Tipton	Utility Billing Refund	2.04
04/25/2018	43609	Gifford Home, LLC	Utility Billing Refund	74.80
04/25/2018	43610	InstaPrint	Time off / Time Earned Authorization For	70.25
04/25/2018	43611	John Batzer	Utility Billing Refund	36.60
04/25/2018	43612	Medford Fuel	Public works gasoline/diesel 1-001737	77.85
04/25/2018	43613	NOR-PAC Power Systems	Kohler Power Systems 20RESCL Gener	2,734.00
04/25/2018	43614	Pitney Bowes Purchase Power	Postage Refill 8000-9090-0092-9849	402.50
04/25/2018	43615	Postmaster	Sewer Billing	332.36
04/25/2018	43616	Rogue River Watershed Council	Promotion & Tourism	280.13
04/25/2018	43617	Ron Kay	Utility Billing Refund	14.17
04/25/2018	43618	RVCOG	Floodplain	4,870.06
04/25/2018	43619	Sandee Krueger	Flags & Banners	70.00
04/25/2018	43620	Sundance Signs	Promotion & Tourism	795.00
Grand Totals:				52,633.10



**City Council Agenda Item Summary
City of Shady Cove, Oregon**

Meeting Date: May 3, 2018

Prepared By: Bonnie Pickett, Administrative Assistant

Issue/Agenda Title: Lucky's II temporary use OLCC liquor License

Attachments: Lucky's II event OLCC temporary use application

Issue Before the Council: The Upper Rogue Community Center will be hosting an Upper Rogue Poker Run benefiting the community center on June 16, 2018. Lucky's II will be a vendor at the event requiring a temporary OLCC liquor license for the special event.

The council will review the OLCC application attached and make a favorable or unfavorable decision to proceed with the processing of the OLCC application.

Other Alternatives Considered: The council may decide to ask questions of the applicant to help with the council's decision to accept or deny the application.

Fiscal Impact: Temporary/Special Event Liquor License fee of \$15.00.

Staff Recommendation: Staff recommends the approval of the OLCC license.

Proposed Motion: **I MOVE TO RECOMMEND GRANTING APPROVAL OF LUCKY'S II TEMPORARY OLCC LIQUOR LICENSE.**



APPLICATION FOR TEMPORARY USE OF AN ANNUAL LICENSE

FULL ON-PREMISES SALES LICENSE TEMPORARY USE APPLICATION

Allows an Oregon Full On-Premises Sales Licensee to sell wine, cider, malt beverages, and distilled spirits for drinking on the special event licensed premises. There is no license fee.

LIMITED ON-PREMISES SALES LICENSE TEMPORARY USE APPLICATION

Allows an Oregon Limited On-Premises Sales Licensee to sell wine, cider, and malt beverages for drinking on the special event licensed premises. There is no license fee.

Process Time: OLCC needs your completed application to us in sufficient time to approve it. Sufficient time is typically 1 to 3 weeks before the first event date listed in #11 below (some events may need extra processing time). OLCC may refuse to process your application if it is not submitted in sufficient time for the OLCC to investigate it.

License Days: In #11 below, you may apply for a maximum of **seven** license days per application form. A license day is from 7:00 am to 2:30 am on the succeeding calendar day.

1. My **annual** license is a: FULL ON-PREMISES LIMITED ON-PREMISES
2. Licensee Name (please print): Janice Grimes 3. E-Mail: _____
4. Trade Name of Business: Lucky's # 5. Fax: _____
6. Street Address of **Annual** Business: 22225 Hwy 62 7. City/ZIP: Shady Cove 97539
8. Contact Person: Janice Grimes 9. Contact Phone: _____
10. Event Name: Rogue Community
11. Date(s) of event (no more than **seven** days): 6-16-13
12. Start/End hours of alcohol service: _____ AM PM to _____ AM PM
13. Address of **Special Event** Licensed Area: 22457 Hwy 62 Shady Cove 97539
(Street) (City/Zip)
14. Is the event outdoors? Yes No
 - 14a. If no, in what area(s) of the building is the event located? _____
 - 14b. If yes, submit a drawing showing the licensed area and how the boundaries of the licensed area will be identified.
15. List the primary activities within the licensed area: Beer Garden
16. Will minors and alcohol be allowed together in the same area? Yes No
17. What is the expected attendance per day in the licensed area (where alcohol will be sold or consumed)? 500

PLAN TO MANAGE THE SPECIAL EVENT LICENSED AREA: If your answer to #17 is 501 or more, in addition to your answers to questions 18, 19, and 20, you will need to complete the OLCC's **Plan to Manage Special Events form**, unless the OLCC exempts you from this requirement.

18. Describe your plan to prevent problems and violations.

19. Describe your plan to prevent minors from gaining access to alcoholic beverages and from gaining access to any portion of the licensed premises prohibited to minors.

FENCED AND WILL HAVE SOMEONE CHECKING ID'S AT ENTRANCE

20. Describe your plan to manage alcohol consumption by adults.

SERVING RESPONSIBLY

21. List name(s) and service permit number(s) of alcohol manager(s) on-duty and in the licensed area:

LYNSBY ROBERTS
JAMIE COX

LYNDA TURNBULL

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

22. Insurance Company: Allied Ins. 23. Policy #: _____ Expiration Date: 2-1-19

25. Name of insurance agent: ANDREW PETHYGOVE 26. Agent's phone number: 503 899 9632

FOOD SERVICE: See the attached sheet for an explanation of this requirement.

27. If you will **NOT** provide distilled spirits, name at least two different substantial food items that you will provide:

① PULLED PORK ② CHICKEN

28. If you are a Full On-Premises Sales Licensee and will provide distilled spirits, name at least five different substantial food items that you will provide:

① _____ ② _____ ③ _____ ④ _____ ⑤ _____

GOVERNMENT RECOMMENDATION: You must obtain a recommendation from the local city or county named in #29 below before submitting this application to the OLCC.

29. Name the city if the event address is within a city's limits or name the county if the event address is outside the city's limits: SHADY COVE

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

30. Licensee Name (please print): JANICE GRIMES

31. LICENSEE SIGNATURE: Janice Grimes 32. Date: 4/27/18

CITY OR COUNTY USE ONLY	
The city/county named in #29 above recommends:	
<input type="checkbox"/> Grant <input type="checkbox"/> Acknowledge <input type="checkbox"/> Deny (attach written explanation of deny recommendation)	
City/County Signature: _____	Date: _____

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	
License is: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
OLCC Signature: _____	Date: _____