



TUALATIN CITY COUNCIL

Monday, NOVEMBER 14, 2016

JUANITA POHL CENTER

8513 SW Tualatin Road

Tualatin, OR 97062

WORK SESSION begins at 5:00 p.m.

BUSINESS MEETING begins at 7:00 p.m.

Mayor Lou Ogden

Council President Monique Beikman

Seat 3- Vacant
Councilor Joelle Davis

Councilor Frank Bubenik
Councilor Nancy Grimes

Councilor Ed Truax

Welcome! By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, the City Council has specified a time for your comments on its agenda, following Announcements, at which time citizens may address the Council concerning any item not on the agenda or to request to have an item removed from the consent agenda. If you wish to speak on a item already on the agenda, comment will be taken during that item. Please fill out a Speaker Request Form and submit it to the Recording Secretary. You will be called forward during the appropriate time; each speaker will be limited to three minutes, unless the time limit is extended by the Mayor with the consent of the Council.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City website at www.tualatinoregon.gov/meetings, the Library located at 18878 SW Martinazzi Avenue, and on file in the Office of the City Manager for public inspection. Any person with a question concerning any agenda item may call Administration at 503.691.3011 to make an inquiry concerning the nature of the item described on the agenda.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact Administration at 503.691.3011. Notification thirty-six (36) hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

Council meetings are televised *live* the day of the meeting through Washington County Cable Access Channel 28. The replay schedule for Council meetings can be found at www.tvctv.org. Council meetings can also be viewed by live *streaming video* on the day of the meeting at www.tualatinoregon.gov/meetings.

Your City government welcomes your interest and hopes you will attend the City of Tualatin Council meetings often.

PROCESS FOR LEGISLATIVE PUBLIC HEARINGS

A **legislative** public hearing is typically held on matters which affect the general welfare of the entire City rather than a specific piece of property.

1. Mayor opens the public hearing and identifies the subject.
2. A staff member presents the staff report.
3. Public testimony is taken.
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When the Council has finished questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *deny*, or *continue* the public hearing.

PROCESS FOR QUASI-JUDICIAL PUBLIC HEARINGS

A **quasi-judicial** public hearing is typically held for annexations, planning district changes, conditional use permits, comprehensive plan changes, and appeals from subdivisions, partitions and architectural review.

1. Mayor opens the public hearing and identifies the case to be considered.
2. A staff member presents the staff report.
3. Public testimony is taken:
 - a) In support of the application
 - b) In opposition or neutral
4. Council then asks questions of staff, the applicant, or any member of the public who testified.
5. When Council has finished its questions, the Mayor closes the public hearing.
6. When the public hearing is closed, Council will then deliberate to a decision and a motion will be made to either *approve*, *approve with conditions*, or *deny the application*, or *continue* the public hearing.

TIME LIMITS FOR PUBLIC HEARINGS

The purpose of time limits on public hearing testimony is to provide all provided all interested persons with an adequate opportunity to present and respond to testimony. All persons providing testimony **shall be limited to 3 minutes**, subject to the right of the Mayor to amend or waive the time limits.

EXECUTIVE SESSION INFORMATION

An Executive Session is a meeting of the City Council that is closed to the public to allow the City Council to discuss certain confidential matters. An Executive Session may be conducted as a separate meeting or as a portion of the regular Council meeting. No final decisions or actions may be made in Executive Session. In many, but not all, circumstances, members of the news media may attend an Executive Session.

The City Council may go into Executive Session for certain reasons specified by Oregon law. These reasons include, but are not limited to: ORS 192.660(2)(a) employment of personnel; ORS 192.660(2)(b) dismissal or discipline of personnel; ORS 192.660(2)(d) labor relations; ORS 192.660(2)(e) real property transactions; ORS 192.660(2)(f) information or records exempt by law from public inspection; ORS 192.660(2)(h) current litigation or litigation likely to be filed; and ORS 192.660(2)(i) employee performance of chief executive officer.



OFFICIAL AGENDA OF THE TUALATIN CITY COUNCIL MEETING FOR NOVEMBER 14, 2016

A. CALL TO ORDER
Pledge of Allegiance

B. ANNOUNCEMENTS

1. Update on the Tualatin Youth Advisory Council's Activities for November
2. Presentation of the Oregon Recreation & Park Association 2016 Design Award
3. New Employee Introduction- Daniel Fisher, Utility Technician
4. New Employee Introduction- Kevin Rex, Building Inspector

C. CITIZEN COMMENTS

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

D. CONSENT AGENDA

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed from the Consent Agenda to be discussed, is then voted upon by roll call under one motion.

1. Consideration of Approval of the Minutes for the Work Session and Regular Meeting of October 24, 2016
2. Consideration of Approval of a New Liquor License Application for Lakeside Bistro
3. Consideration of Approval of a New Liquor License Application for Aloha Grill

E. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Mayor may impose a time limit on speakers addressing these issues.

F. COMMUNICATIONS FROM COUNCILORS

G. ADJOURNMENT

City Council Meeting

Meeting Date: 11/14/2016

ANNOUNCEMENTS: Tualatin Youth Advisory Council
Update

ANNOUNCEMENTS

Update on the Tualatin Youth Advisory Council's Activities for November

A. YAC Update



November 14, 2016

TUALATIN YOUTH ADVISORY COUNCIL

Welcome New Members!

- 8th Grade

- Ethan Bennett
 - Sarah Darby
 - Allie Marx
 - Catherine Phipps
- Hazelbrook Middle
School

- 11th Grade

- Peter Do
- Tualatin High School

Haunted House 2016

- Theme: Haunted School
- 500 people attended
- Thank you to Facilities staff for helping build the set!



Haunted House 2016



Starry Nights and Holiday Lights

- Friday, December 2
- Choir performances
- Holiday tree lighting
- Visit from Santa
- Crafts
- Holiday cards to soldiers



Upcoming Activities



- Park After Dark
 - Pizza Party
Nov. 18
 - Fondue Night
Dec. 16
- Project FRIENDS planning



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 11/14/2016

SUBJECT: Consideration of Approval of the Minutes for the Work Session and Regular Meeting of October 24, 2016

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Work Session and Regular Meeting of October 24, 2016 .

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: City Council Work Session Minutes of October 24, 2016
City Council Regular Meeting Minutes of October 24, 2016



Present: Mayor Lou Ogden via Phone; Council President Monique Beikman; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;
Present: Community Services Director Paul Hennon; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon; Management Analyst II Zoe Monahan; City Engineer Jeff Fuchs; Associate Planner Charles Benson

CALL TO ORDER

Council President Beikman called the meeting to order at 5:55 p.m.

1. ***Mobile Food Units: Confirmation of Council Direction.***

Planning Manager Aquilla Hurd-Ravich and Associate Planner Charles Benson provided confirmation of Council direction on food carts. Manager Hurd-Ravich stated proposed standards do not apply to vendors under an approved City event permit. Council direction was to simplify, inform the CCIO and the Tualatin Chamber of Commerce, and return a draft to Council for a public hearing.

Planner Benson summarized the proposed regulations. He spoke to business licenses, locations standards, site standards, and definitions.

Councilor Bubenik requested staff differentiate between a parking lot outlet and a private property hookup.

Councilor Grimes expressed concern over the limited hours of operations as it may prohibit trucks from providing food to shift workers.

Councilor Davis would like to see the Chamber and CCIO work more closely with staff to find what would work better for both groups.

Councilor Bubenik spoke to concerns about how changes to food trucks might affect the code in its entirety. He would like to slow down the process and ensure all parties involved find something that can work.

Mayor Ogden recommended the Council establish an advisory task force to discuss specifics and make a recommendation to Council. The task force could consist of chamber members, business owners, and community members.

Council President Beikman stated she believes the process has been blown out of proportion and has gone beyond being simplified.

Councilor Davis stated she believes that not everyone's voices have been heard yet.

City Manager Lombos stated she is frustrated with the process and doesn't know where to go next.

Councilor Bubenik stated he believes the work that has been done is a good starting point for discussion for the public.

Council consensus was reached to form an advisory task force.

Councilor Grimes wants to ensure there is residents on the task force so the feedback is well rounded.

2. 2016 Community Survey Results.

Assistant to the City Manager Tanya Williams presented the 2016 Community Survey results. She stated the last survey was completed in 2013. This year's survey had 321 residents complete the survey. There is a 6% margin of error making the survey statistically valid. The survey looked at the community in three tiers: characteristics, governance, and participation. In addition it focused on eight facets of livability compared to other cities. Survey respondents identified safety and mobility as key areas. The overall quality of life for residents in Tualatin is high. Manager Williams highlighted survey results from all three tiers noting eight areas have decreased, 21 have increased, and 63 items rated similarly. Special topic questions were reviewed. Next steps include finalizing the report, sharing with stakeholders, compiling key facts for marketing, and incorporating highlights in future materials.

City Manager Lombos stated she was excited to see improvement in the areas staff really focused on.

3. Regional Flexible Fund Allocation – Herman Road Active Transportation Project Update.

Assistant City Manager Alice Cannon and Management Analyst Zoe Monahan provided an update of the Regional Flexible Fund Allocation for the Herman Road Project. Analyst Monahan stated staff submitted a grant application in August for the design phase of the Herman Road Project. She announced currently the project is ranked number 9 out of 27 applications. The ranking places the project above the funding line based on the technical scores. Next steps include the public comment period which ends on November 7, followed by public hearings, further prioritization, and final recommendations in December. A list of decisions makers for the grant was provided.

City Manager Lombos stated it is important for Council to advocate to the decision makers the importance of the project. Assistant City Manager Cannon added the City's project is small compared to the other agency's competing for money. There is a fear amongst staff that other projects will be moved above the funding line and the City's project will be bumped. She encouraged Councilors and citizens to attend the public hearing to advocate for the project.

4. Council Meeting Agenda Review, Communications & Roundtable.

None.

ADJOURNMENT

The work session adjourned at 6:30 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR OCTOBER 24, 2016

Present: Council President Monique Beikman; Councilor Frank Bubenik; Councilor Joelle Davis; Councilor Nancy Grimes; Councilor Ed Truax

Absent: Mayor Lou Ogden- via phone

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Bill Steele;
Present: Deputy City Recorder Nicole Morris; Teen Program Specialist Julie Ludemann;
Assistant to the City Manager Tanya Williams; Assistant City Manager Alice Cannon;
Parks and Recreation Manager Rich Mueller

A. CALL TO ORDER Pledge of Allegiance

Council President Beikman called the meeting to order at 7:03 p.m.

B. ANNOUNCEMENTS

1. Proclamation Declaring October 23-31, 2016 Red Ribbon Week in the City of Tualatin

Members of the StandUp Tualatin group from Tualatin High School came to accept the proclamation. Members explained the group was formed to promote healthy choices through positive social norms and to educate peers and members of the community. Red Ribbon Week Activities were summarized.

Councilor Grimes read the proclamation declaring October 23-31, 2016 as Red Ribbon Week in the City of Tualatin.

2. Proclamation Declaring November 2016 as Veterans Appreciation Month in the City of Tualatin

Dale Potts announced the Veteran's Appreciation Day Breakfast to be held November 10, 8am, at the Juanita Pohl Center. Registration is open until September 30. More information is available on the City's website.

Councilor Bubenik read the proclamation declaring November 2016 as Veteran's Appreciation month in the City of Tualatin.

3. New Employee Introduction- Tony, Police Dog

Police Chief Bill Steele introduced the new Police Dog Tony.

C. CITIZEN COMMENTS

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Gary Romans, Founder of Mask and Mirror Community Theater, announced a partnership with Tualatin Historical Society and the Heritage Center. They will be presenting two plays called Mask and Mirror Unmasked, separate from their main shows, in January and July. Tickets can be purchased on their website.

Cathy Holland, CCIO President, asked the Council to extend the temporary food card ordinance and slow the process until the CCIO's can finish their research. The CCIO hopes to have research completed by November 30. They will then present a feasible solution with alternatives to the Council.

Linda Moholt, Chamber of Commerce Director, requested the Council slow down the process and establish a task force of stakeholder regarding food carts.

D. CONSENT AGENDA

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MOTION by Councilor Nancy Grimes, SECONDED by Councilor Joelle Davis to adopt the consent agenda.

Aye: Council President Monique Beikman, Councilor Frank Bubenik, Councilor Joelle Davis, Councilor Nancy Grimes, Councilor Ed Truax

Other: Mayor Lou Ogden- via phone (Absent)

MOTION CARRIED

1. Consideration of Approval of the Minutes for the Work Session and Regular Meeting of October 10, 2016

E. GENERAL BUSINESS

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

1. Consideration of **Ordinance No. 1397-16** Relating to the Floodplain District and Amending Tualatin Development Code Chapter 70 to Adopt Federal Emergency Management Agency (FEMA) Requirements for Development of the Floodplain (PTA 16-0001).

MOTION by Councilor Ed Truax, SECONDED by Councilor Nancy Grimes for first reading by title only.

Aye: Council President Monique Beikman, Councilor Frank Bubenik, Councilor Joelle Davis, Councilor Nancy Grimes, Councilor Ed Truax

Other: Mayor Lou Ogden- via phone (Absent)

MOTION CARRIED

MOTION by Councilor Ed Truax, SECONDED by Councilor Nancy Grimes for second reading by title.

Aye: Council President Monique Beikman, Councilor Frank Bubenik, Councilor Joelle Davis, Councilor Nancy Grimes, Councilor Ed Truax

Other: Mayor Lou Ogden- via phone (Absent)

MOTION CARRIED

MOTION by Councilor Ed Truax, SECONDED by Councilor Nancy Grimes to adopt Ordinance No. 1397-16 to amend TDC Chapter 70 to adopt FEMA Floodplain Development requirements.

Aye: Council President Monique Beikman, Councilor Frank Bubenik, Councilor Joelle Davis, Councilor Nancy Grimes, Councilor Ed Truax

Other: Mayor Lou Ogden- via phone (Absent)

MOTION CARRIED

2. Filling of Council Position #3

Mayor Ogden phoned in.

City Manager Sherilyn Lombos presented options for the filling of Council Position 3. She recapped the charter section referencing the filling of vacancies. She noted the charter does not speak to process. City Manager Lombos presented past process and the general timeline for moving forward.

Council consensus was reached to proceed with using the process as outlined from past vacancies.

City Manager Lombos asked for feedback on the application and for Council to set an interview date.

Council approved the proposed application. Thursday, December 8, at 6pm was selected for interviews.

F. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Mayor may impose a time limit on speakers addressing these issues.

G. COMMUNICATIONS FROM COUNCILORS

Councilor Davis provided a update on the Tualatin Community Police Foundation. She stated the duck fundraiser they ran raised \$1,080. She thanked Brownie Troop 4522 for their participation in the fundraiser. Upcoming fundraisers included Shop with a Cop and Lunch with the Chief.

H. ADJOURNMENT

Council President Beikman adjourned the meeting at 7:44 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Lou Ogden, Mayor



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 11/14/2016

SUBJECT: Consideration of Approval of a New Liquor License Application for Lakeside Bistro

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve a new liquor license application for Lakeside Bistro.

RECOMMENDATION:

Staff respectfully recommends that the Council approve endorsement of the liquor license application for Lakeside Bistro.

EXECUTIVE SUMMARY:

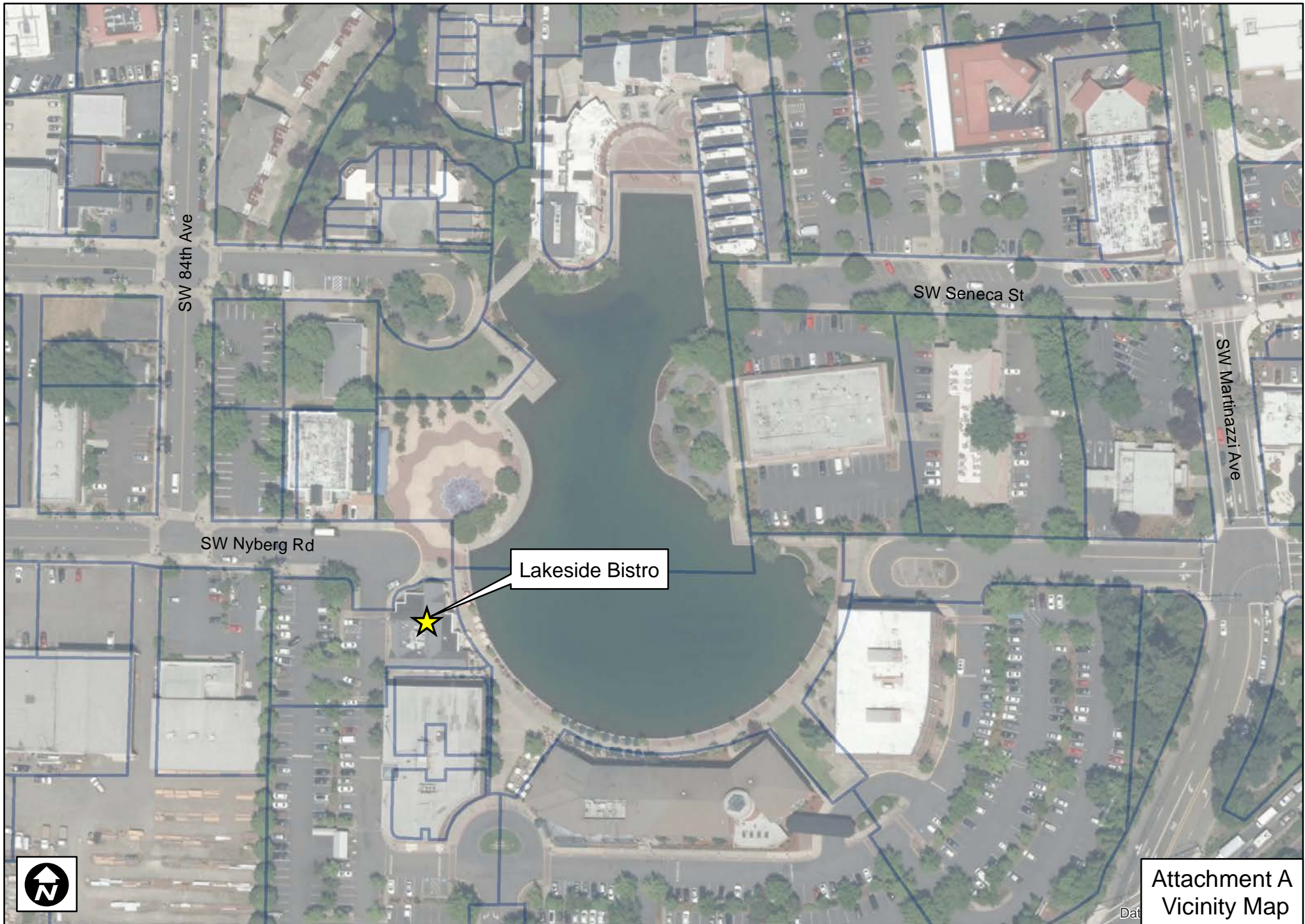
Lakeside Bistro has submitted a new liquor license application under the category of limited on-premises and off premises sales. This would permit them to sell factory-sealed malt beverages, wine, and cider at retail to individuals in Oregon for consumption on and off the licensed premises. They would also be eligible to provide sample tastings of malt beverages, wine, and cider for consumption on the premises. The business is located at 8294 SW Nyberg Road. The application is in accordance with provisions of Ordinance No.680-85 which established a procedure for review of liquor licenses by the Council. Applicants are required to fill out a City application form, from which a review by the Police Department is conducted, according to standards and criteria established in Section 6 of the ordinance. The Police Department has reviewed the new liquor license application and recommended approval. According to the provisions of Section 5 of Ordinance No. 680-85 a member of the Council or the public may request a public hearing on any of the liquor license requests. If such a public hearing request is made, a hearing will be scheduled and held on the license. It is important that any request for such a hearing include reasons for said hearing.

FINANCIAL IMPLICATIONS:

A fee has been paid by the applicant.

Attachments: [Attachment A - Vicinity Map](#)
[Attachment B- License Types](#)

Attachment C- Application



OREGON LIQUOR CONTROL COMMISSION

LICENSE TYPES

FULL ON-PREMISES SALES

- **Commercial Establishment**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location (*this is the license that most “full-service” restaurants obtain*). Sell malt beverages for off-site consumption in securely covered containers provided by the customer. Food service required. Must purchase distilled liquor **only** from an Oregon liquor store, or from another Full On- Premises Sales licensee who has purchased the distilled liquor from an Oregon liquor store.
- **Caterer**
Allows the sale of distilled spirits, malt beverages, wine, and cider by the drink to individuals at off-site catered events. Food service required.
- **Passenger Carrier**
An airline, railroad, or tour boat may sell and serve distilled spirits, malt beverages, wine, and cider for consumption on the licensed premises. Food service required.
- **Other Public Location**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, where the predominant activity is not eating or drinking (for example an auditorium; music, dance, or performing arts facility; banquet or special event facility; lodging fairground; sports stadium; art gallery; or a convention, exhibition, or community center). Food service required.
- **Private Club**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, but only for members and guests. Food service required.

LIMITED ON-PREMISES SALES

Sell and serve malt beverages, wine, and cider for onsite consumption. Allows the sale of malt beverages in containers (kegs) for off-site consumption. Sell malt beverages for off-site consumption in securely covered containers provided by the customer.

OFF-PREMISES SALES

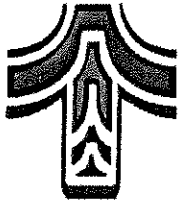
Sell factory-sealed containers of malt beverages, wine, and cider at retail to individuals in Oregon for consumption off the licensed premises. Eligible to provide sample tastings of malt beverages, wine, and cider for consumption on the premises. Eligible to ship manufacturer-sealed containers of malt beverages, wine, or cider directly to an Oregon resident.

BREWERY PUBLIC HOUSE

Make and sell malt beverages. Import malt beverages into and export from Oregon. Distribute malt beverages directly to retail and wholesale licensees in Oregon. Sell malt beverages made at the business to individuals for consumption on or off-site.

WINERY

Must principally produce wine or cider in Oregon. Manufacture, store, and export wine and cider. Import wine or cider *If bottled, the brand of wine or cider must be owned by the licensee*. Sell wine and cider to wholesale and retail licensees in Oregon. Sell malt beverages, wine, and cider to individuals in Oregon for consumption on or off-site.



CITY OF TUALATIN

LIQUOR LICENSE APPLICATION

Recd. 10/17/16 Pd.

Return Completed form to:
City of Tualatin
Attn: Deputy City Recorder
18880 SW Martinazzi Ave
Tualatin, OR 97062

Date 10/14/16

IMPORTANT: This is a three-page form. You are required to complete all sections of the form. If a question does not apply, please indicate N/A. Please include full names (last, first middle) and full dates of birth (month/day/year). Incomplete forms shall receive an unfavorable recommendation.

Thank you for your assistance and cooperation.

SECTION 1: TYPE OF APPLICATION

- ☐ Original (New) Application - \$100.00 Application Fee.
☒ Change in Previous Application - \$75.00 Application Fee.
☒ Renewal of Previous License - \$35.00 Application Fee. Applicant must possess current business license. License # 125192591
☐ Temporary License - \$35.00 Application Fee.

SECTION 2: DESCRIPTION OF BUSINESS

Name of business (dba): LAKE SIDE BISTRO

Business address 8294 SW NIMBY RD City TUALATIN State OR Zip Code 97062

Mailing address PO Box 1029 City TUALATIN State OR Zip Code 97062

Telephone # 503-961-4490 Fax # N/A

Name(s) of business manager(s) First RON Middle T Last OVERMYER

Date of birth [REDACTED] Social Security # [REDACTED] ODL# [REDACTED] M ☒ F ☐

Home address [REDACTED] City [REDACTED] State [REDACTED] Zip Code [REDACTED]
(attach additional pages if necessary)

Type of business FOOD & Beverage

Type of food served TAPAS - DINNERS

Type of entertainment (dancing, live music, exotic dancers, etc.) OCCASIONAL BAND (2 piece)

Days and hours of operation TUESDAY -> SATURDAY 3pm -> 9:30 or 10:00pm

Food service hours: Breakfast Lunch Dinner 3-10

Restaurant seating capacity 55 Outside or patio seating capacity 55

How late will you have outside seating? SEASONAL How late will you sell alcohol? CLOSING

How many full-time employees do you have? 0 → 1 Part-time employees? 0

SECTION 3: DESCRIPTION OF LIQUOR LICENSE

Name of Individual, Partnership, Corporation, LLC, or Other applicants NEJ ENTERPRISES

Type of liquor license (refer to OLCC form) LIMITED ON & OFF Premises

Form of entity holding license (check one and answer all related applicable questions):

☐ **INDIVIDUAL:** If this box is checked, provide full name, date of birth, and residence address.

Full name _____ Date of birth _____

Residence address _____

☐ **PARTNERSHIP:** If this box is checked, provide full name, date of birth and residence address for each partner. If more than two partners exist, use additional pages. If partners are not individuals, also provide for each partner a description of the partner's legal form and the information required by the section corresponding to the partner's form.

Full name _____ Date of birth _____

Residence address _____

Full name _____ Date of birth _____

Residence address _____

☐ **CORPORATION:** If this box is checked, complete (a) through (c).

(a) Name and business address of registered agent.

Full name _____

Business address _____

(b) Does any shareholder own more than 50% of the outstanding shares of the corporation? If yes, provide the shareholder's full name, date of birth, and residence address.

Full name _____ Date of birth _____

Residence address _____

(c) Are there more than 35 shareholders of this corporation? Yes No. If 35 or fewer shareholders, identify the corporation's president, treasurer, and secretary by full name, date of birth, and residence address.

Full name of president: _____ Date of birth: _____

Residence address: _____

Full name of treasurer: _____ Date of birth: _____

Residence address: _____

Full name of secretary: _____ Date of birth: _____

Residence address: _____

☒ **LIMITED LIABILITY COMPANY:** If this box is checked, provide full name, date of birth, and residence address of each member. If there are more than two members, use additional pages to complete this question. If members are not individuals, also provide for each member a description of the member's legal form and the information required by the section corresponding to the member's form.

Full name: RON OVERMYER Date of birth: [REDACTED]

Residence address: [REDACTED]

Full name: BETSY A. NELSON

Date of birth: [REDACTED]

Residence address: [REDACTED]

☐ **OTHER:** If this box is checked, use a separate page to describe the entity, and identify with reasonable particularity every entity with an interest in the liquor license.

SECTION 4: APPLICANT SIGNATURE

A false answer or omission of any requested information on any page of this form shall result in an unfavorable recommendation.

Signature of Applicant: [REDACTED]

Date: [REDACTED]

For City Use Only

Sources Checked:

☒ DMV by [Signature] ☒ LEDS by [Signature] ☒ TuPD Records by [Signature]
☒ Public Records by [Signature]

☒ Number of alcohol-related incidents during past year for location.

☒ Number of Tualatin arrest/suspect contacts for _____

It is recommended that this application be:

☒ Granted

☐ Denied

Cause of unfavorable recommendation: _____

Signature

Date

Kent W. Barker
Chief of Police
Tualatin Police Department

B.A. Steele

10/24/16



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos

FROM: Nicole Morris, Deputy City Recorder

DATE: 11/14/2016

SUBJECT: Consideration of Approval of a New Liquor License Application for Aloha Grill

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve a new liquor license application for Aloha Grill.

RECOMMENDATION:

Staff respectfully recommends that the Council approve endorsement of the liquor license application for Aloha Grill.

EXECUTIVE SUMMARY:

Aloha Grill has submitted a new liquor license application under the category of limited on-premises sales. Under the category of limited on-premise sales, this would permit them to sell factory-sealed containers of malt beverages, wine, and cider for on-site consumption. The business is located at 19267 SW Martinazzi Ave, Suite 267. The application is in accordance with provisions of Ordinance No.680-85 which establishes procedures for liquor license applicants. Applicants are required to fill out a City application form, from which a review by the Police Department is conducted, according to standards and criteria established in Section 6 of the ordinance. The Police Department has reviewed the new liquor license application and recommended approval. According to the provisions of Section 5 of Ordinance No. 680-85 a member of the Council or the public may request a public hearing on any of the liquor license requests. If such a public hearing request is made, a hearing will be scheduled and held on the license. It is important that any request for such a hearing include reasons for said hearing.

FINANCIAL IMPLICATIONS:

A fee has been paid by the applicant.

Attachments: [Attachment A - Vicinity Map](#)
 [Attachment B- License Types](#)
 [Attachment C- Application](#)



OREGON LIQUOR CONTROL COMMISSION

LICENSE TYPES

FULL ON-PREMISES SALES

- **Commercial Establishment**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location (*this is the license that most “full-service” restaurants obtain*). Sell malt beverages for off-site consumption in securely covered containers provided by the customer. Food service required. Must purchase distilled liquor **only** from an Oregon liquor store, or from another Full On- Premises Sales licensee who has purchased the distilled liquor from an Oregon liquor store.
- **Caterer**
Allows the sale of distilled spirits, malt beverages, wine, and cider by the drink to individuals at off-site catered events. Food service required.
- **Passenger Carrier**
An airline, railroad, or tour boat may sell and serve distilled spirits, malt beverages, wine, and cider for consumption on the licensed premises. Food service required.
- **Other Public Location**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, where the predominant activity is not eating or drinking (for example an auditorium; music, dance, or performing arts facility; banquet or special event facility; lodging fairground; sports stadium; art gallery; or a convention, exhibition, or community center). Food service required.
- **Private Club**
Sell and serve distilled spirits, malt beverages, wine, and cider for consumption at that location, but only for members and guests. Food service required.

LIMITED ON-PREMISES SALES

Sell and serve malt beverages, wine, and cider for onsite consumption. Allows the sale of malt beverages in containers (kegs) for off-site consumption. Sell malt beverages for off-site consumption in securely covered containers provided by the customer.

OFF-PREMISES SALES

Sell factory-sealed containers of malt beverages, wine, and cider at retail to individuals in Oregon for consumption off the licensed premises. Eligible to provide sample tastings of malt beverages, wine, and cider for consumption on the premises. Eligible to ship manufacturer-sealed containers of malt beverages, wine, or cider directly to an Oregon resident.

BREWERY PUBLIC HOUSE

Make and sell malt beverages. Import malt beverages into and export from Oregon. Distribute malt beverages directly to retail and wholesale licensees in Oregon. Sell malt beverages made at the business to individuals for consumption on or off-site.

WINERY

Must principally produce wine or cider in Oregon. Manufacture, store, and export wine and cider. Import wine or cider *If bottled, the brand of wine or cider must be owned by the licensee*. Sell wine and cider to wholesale and retail licensees in Oregon. Sell malt beverages, wine, and cider to individuals in Oregon for consumption on or off-site.



OCT 12 2016

CITY OF TUALATIN
LIQUOR LICENSE APPLICATIONMAYOR COUNCIL POLICE ADM
FINANCIAL COMM SVCS LEGAL OPER
COMM SVCS ENG & BLDG LIBRARYReturn Completed form to:
City of Tualatin
Attn: Deputy City Recorder
18880 SW Martinazzi Ave
Tualatin, OR 97062

Date

10/7/14

IMPORTANT: This is a three-page form. You are required to complete all sections of the form. If a question does not apply, please indicate N/A. Please include full names (last, first middle) and full dates of birth (month/day/year). Incomplete forms shall receive an unfavorable recommendation.

Thank you for your assistance and cooperation.

SECTION 1: TYPE OF APPLICATION

- ☒ Original (New) Application - \$100.00 Application Fee.
☐ Change in Previous Application - \$75.00 Application Fee.
☐ Renewal of Previous License - \$35.00 Application Fee. Applicant must possess current business license. License # _____
☐ Temporary License - \$35.00 Application Fee.

SECTION 2: DESCRIPTION OF BUSINESS

Name of business (dba): Aloha Grill Ave suite 267
Business address 19267 SW Martinazzi City Tualatin State OR Zip Code 97062
Mailing address 4819 NW Vinceda Terr City Portland State OR Zip Code 97229
Telephone # 503.891.4013 Fax # _____
Name(s) of business manager(s) First David Middle C Last Quinn
Date of birth [REDACTED] Social Security # [REDACTED]
Home address [REDACTED]
(attach additional pages if necessary)
Type of business Restaurant
Type of food served Hawaiian BBQ
Type of entertainment (dancing, live music, exotic dancers, etc.) n/a
Days and hours of operation Mon - Sat 10:30-8 ; Sun 11-7
Food service hours: Breakfast n/a Lunch 10:30-8 or dinner Dinner _____
Restaurant seating capacity 32 Outside or patio seating capacity 9
How late will you have outside seating? 8pm How late will you sell alcohol? 8pm

How many full-time employees do you have? 3 Part-time employees? 6

SECTION 3: DESCRIPTION OF LIQUOR LICENSE

Name of Individual, Partnership, Corporation, LLC, or Other applicants

Quinn Management Group, Inc
Type of liquor license (refer to OLCC form) Limited on-Premises

Form of entity holding license (check one and answer all related applicable questions):

☐ **INDIVIDUAL:** If this box is checked, provide full name, date of birth, and residence address.

Full name _____ Date of birth _____

Residence address _____

☐ **PARTNERSHIP:** If this box is checked, provide full name, date of birth and residence address for each partner. If more than two partners exist, use additional pages. If partners are not individuals, also provide for each partner a description of the partner's legal form and the information required by the section corresponding to the partner's form.

Full name _____ Date of birth _____

Residence address _____

Full name _____ Date of birth _____

Residence address _____

☒ **CORPORATION:** If this box is checked, complete (a) through (c).

(a) Name and business address of registered agent.

Full name David C Quinn

Business address 192167 SW Martinazzi Ave Ste 267

Thalator of 97062

(b) Does any shareholder own more than 50% of the outstanding shares of the corporation? If yes, provide the shareholder's full name, date of birth, and residence address.

Full name _____ Date of birth _____

Residence address _____

(c) Are there more than 35 shareholders of this corporation? Yes X No. If 35 or fewer shareholders, identify the corporation's president, treasurer, and secretary by full name, date of birth, and residence address.

Full name of president: _____ Date of birth: _____

Residence address: _____

Full name of treasurer: _____ Date of birth: _____

Residence address: _____

Full name of secretary: _____ Date of birth: _____

Residence address: _____

☐ **LIMITED LIABILITY COMPANY:** If this box is checked, provide full name, date of birth, and residence address of each member. If there are more than two members, use additional pages to complete this question. If members are not individuals, also provide for each member a description of the member's legal form and the information required by the section corresponding to the member's form.

Full name: _____ Date of birth: _____

Residence address: _____

Full name: _____ Date of birth: _____
Residence address: _____

☐ **OTHER:** If this box is checked, use a separate page to describe the entity, and identify with reasonable particularity every entity with an interest in the liquor license.

SECTION 4: APPLICANT SIGNATURE

A false answer or omission of any requested information on any page of this form shall result in an unfavorable recommendation.

X  _____ Date 10-7-16

Signature of Applicant

For City Use Only

Sources Checked:

☒ DMV by [Signature] ☒ LEDS by [Signature] ☒ TuPD Records by [Signature]
☒ Public Records by [Signature]

☒ Number of alcohol-related incidents during past year for location.

☒ Number of Tualatin arrest/suspect contacts for _____

It is recommended that this application be:

☒ **Granted**

☐ **Denied**

Cause of unfavorable recommendation: _____

 _____ Date 10-17-16

Signature

~~Kent W. Barker~~ Bill Steele
Chief of Police
Tualatin Police Department