

CITY OF COVE
REGULAR COUNCIL MEETING
November 3, 2026, at 7:00 p.m.
504 ALDER STREET
COVE, OR 97824

- **Call to Order**
- **Pledge of Allegiance**
- **Council Roll Call**
- **Additions/Changes to the Agenda**
- **Public Comment for Items on the Agenda**- 3 minutes per person; Must Sign the Speakers Roster
 - Community members may address issues observed on the agenda and may ask council for additions for consideration to be added to the current agenda.
- **Consent Agenda**
 - October 6, 2026, Council Minutes
 - Approval of Bills to Be Paid
- **Correspondence**
- **Old Business**
 - CCA Request for Donation
 - Rose Ridge Bridge Maintenance Grant Availability
 - Paving Contingency for the Kirksey Major Partition Approval
 - TLT (Formerly TRT) Resolution Approval
- **New Business**
 - Waster Pro Rate Increase Request
- **City Council Working Committee Report**
 - TSP – Land Use Development Code
 - Cove Beautification Pilot Project
 - TLT (Formerly TRT) Funds
- **City Recorder Report**
- **Public Works Director Report**
- **Mayor's Report**
- **Student Councilor Report**
- **Good of the Order**
- **Public Comment for Items Not on the Agenda**- 3 minutes per person; Must Sign the Speakers Roster
 - This is the place allowed for the public to comment on anything they wish to have addressed by council or discuss their feelings towards any matter before the council, which is not already scheduled for discussion on the meeting agenda.
- **Suggestions for Future Work Sessions & Meeting Agendas**
- **Upcoming Meetings**
- **Adjournment**

To submit public comment in writing, or questions about accommodations for persons with disabilities please send an e-mail to cityadmin@cityofcove.org at least four (4) calendar days prior to the meeting. To join the meeting virtually from your computer, tablet, or smartphone see the link below:

<https://meet.goto.com/CityofCove>

You can also dial in using your phone:

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(312\) 757-3129](tel:+13127573129)

Access Code: 566-891-733

**City Of Cove
Council Meeting Minutes
October 6, 2026**

Call to Order

Mayor, Sherry Haeger, called the regular session of the Cove Common Council to order at 7:00 p.m. located at City of Cove City Hall, 504 Alder St., Cove, Oregon, 97824. Remote access to the meeting was active.

Council Members Present: Council President, Matt McCowan, Councilors, Eric Stone, Alexis Cannon, Cheryl Hargrove, Shawn Parker, and Student Councilor, Eliza Pettit.

Council Members Present Remotely: There were no council members present remotely.

City Staff Present: City Recorder, Lana Shira, Public Works Director, Dave Johnson and Billing Clerk, Kerri McCowan.

City Staff Present Remotely: There were no city staff present remotely.

Council Members not Present: Councilor, Boss Parker.

City Staff Not Present: All city staff were present.

Public Present: David Hagey, Ascension School Executive Director, Amy Jayne, Mari Brainerd, Paul Brainerd, Larry Brainerd and Charles Kirksey.

Public Present Remotely: There was public present remotely. See City of Cove Meeting Info printout.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor, Sherry Haeger.

Council Roll Call

Roll call was performed by City Recorder, Lana Shira. A quorum was determined to be present.

Additions/Changes to the Agenda

CCA President, Heidi VanSchoonhoven, notified Lana earlier today that she is unable to make it to the meeting tonight and asked to be put on the November 3, 2026, Regular Council meeting agenda. The Old Business item CCA Request for Donation will not be discussed at tonight's meeting.

Public Comment

There was no public comment made at this time.

Consent Agenda

- September 10, 2026, Council Minutes
- Approval of Bills to Be Paid

Motion: Council President McCowan moved to approve the Consent Agenda. Councilor Stone seconded. Motion carried.

- **Correspondence**

There was no correspondence presented at this meeting.

- **Old Business**

- CCA Request for Donation

CCA President, Heidi VanSchoonhoven, notified Lana earlier today that she is unable to make it to the meeting tonight and asked to be put on the November 3, 2026, Regular Council meeting agenda.

- Snowplow Purchase

Dave provided a verbal review of the email sent to councilors on September 17, 2026, explaining that he didn't realize the quote for the snowplow would have Idaho sales tax added on if he picked it up in Caldwell. Consequently, he made arrangements with the supplier for delivery of the plow, noting the delivery fee is less than the cost of the sales tax, and is less in total than the next lowest quote for a snowplow.

- Main Street Waterline Upgrade

Dave provided an overview of the details for the Main Street waterline upgrade from Main Street and Church to High Valley, as well as what percentage of cost the Ascension School would participate in for the 500 feet that they need for an extra fire hydrant. He noted he provided a cost estimate for the entire project and reported he broke out what the cost would be for the 500 feet, not including any cost for engineering. The estimate came to \$56,500, which includes the cost of the fire hydrant. He reported if we stay under \$150,000 for the entire project we can bid it out without getting engineering involved. Ascension School Executive Director, Amy Jayne, was present and reported the Ascension School Board has authorized contributing \$20,000 towards the project, as well as paying for the service line connection. Discussion ensued.

Motion: Councilor Stone moved to approve 500 feet of water line with the Ascension School contributing \$20,000 towards the project. Councilor Hargrove seconded. Councilor Shawn Parker and Council President McCowan abstained. Motion carried.

- Parking Issues Near the Baptist Church

Lana noted she sent a letter to Cove School Superintendent, Earl Pettit, regarding parking concerns in yellow "No Parking Zones" near the school campus. Student Councilor Pettit reported she had addressed the city's parking concerns with the Superintendent as well. It was reported that even before the letter was sent parking in those areas improved.

- Rose Ridge Bridge Maintenance Grant Availability

Dave reported that this project is still in process. He will meet with Anderson Perry tomorrow to assess whether it is feasible to pursue grant money for this project and should have an update at the next council meeting, or he will provide an update to council via email.

- ODOT SCA Grant Agreement for Paving Geni Lane/Susie Lane/1st St./Water St.

Lana provided a review of the letter that was sent to ODOT outlining the total reimbursable costs for the paving projects, the amount that was advanced and the amount of remaining reimbursable costs. She also noted reimbursable costs included materials, contractors, equipment rental, but not labor. She indicated the city saved quite a bit of money with the hours and work the Public Works Department took on themselves.

- **Public Hearing 7:30 p.m. Minor Partition: Charles and Tricia Kirksey**
 - **Open Hearing**
The mayor opened the hearing at 7:30 pm. She requested conflict of interest, exparte, etc. to be declared. Mayor Haeger, Council President McCowan, Councilors, Stone, Cannon, and Hargrove, turned in a signed declaration form declaring no conflicts. Councilor Shawn Parker declared a conflict and excused himself from the hearing. The disclosure statement was made available to the public.
 - **Staff Report**
Lana provided copies and a verbal review of the Staff Report for the Minor Partition Request from Charles and Tricia Kirksey. She drew attention to the Transportation System Plan that outlines future roads as well as ODOT's revisions to the original partition request by the Kirksey's.
 - **Applicant's Testimony**
Charles Kirksey was present to provide a verbal review of the partition request. He noted they wanted to build a home on one of the lots and create another lot as well but then found out about the Elm Street future road. He then found out ODOT needed to be involved because the access to the lots is from the state highway. After meeting with ODOT a new plan was created with ODOT's requirements included. He reported he would be responsible for the costs associated with the ODOT required approach and development of the road. Discussion ensued with the councilors seeking clarification on some aspects of the plan. It was reported that ODOT requires 20 feet of the road to be paved from Jasper with curb radiuses included. The city's standards, beyond that, as far as curbs and sidewalks are concerned, are optional based on the council's decision. Further discussion ensued regarding how this would affect the other two properties involved and their access needing to be changed from Jasper to Elm.
 - **Proponent's Testimony**
There was no proponent's testimony.
 - **Opponent's Testimony**
 - Mari Brainered, 706 Elm Street and 1507 ½ Jasper Street, provided her input noting it is not clear to her with the maps provided whether it would create a landlocked parcel. She further explained her understanding of the legal implications and tax burdens to the citizens of Cove. She also expressed her opposition to changing the address of her property, noting the proposal will also affect setbacks on her property and has the potential to increase traffic significantly. She concluded her remarks by noting she does not like any part of the proposal.
 - David Hagey, 1505 Jasper Street, explained that his property abuts Mr. Kirksey's property. He indicated he had a conversation with Mr. Kirksey when he bought the property, at which time Mr. Kirksey told him he was not planning to build on the property. That turned out not to be the case. He also indicated he was not in favor of the approval of the partition proposal.

- **Neutral Testimony**
There was no neutral testimony.
- **Applicant's Rebuttal**
Mr. Kirksey explained he is just looking to build a home. He is going to keep running cows on the remainder of the 10 acres. He just wanted to square the property off and create two lots which would make it easier for him. As for the ODOT requirements for the road, he indicated he felt it would benefit the city by having the road go straight through his property instead of making several jogs. He will be dedicating the entire 60 feet of right of way instead of needing to have him give 30 feet and Mr. Hagey giving 30 feet for right of way.
- **Hearing Continuance**
The mayor questioned if there needed to be a hearing continuance, or did the council feel that they have all the information they need to make a decision. Dave indicated that he felt the council has the information they need to make a decision. There was some clarification made surrounding the question of a landlocked lot, setbacks and street development.
- **Close Hearing**
The mayor closed the hearing at 8:04 pm.
- **Council Deliberation & Final Decision**
Discussion ensued with Dave noting he felt that Mr. Kirksey has a good plan and there is a future street included in our TSP. It lines up with ODOT's requirements for Jasper Street to be lined up with Elm Street. Timelines were clarified as far as approval and when development must start, as well as moving access for the other two properties from Jasper to Elm.

Motion: Council President McCowan moved to approve Charles and Tricia Kirksey's partition request contingent upon the lots meeting 100 ft by 100 ft, meeting ODOT's requirements, and paving of the road before any future lots are developed. Councilor Stone seconded. Councilor Hargrove opposed. Motion carried.

- **New Business**

- **TRT Funds Disbursement Request and Approval Process**
Lana reiterated that the TRT funds given to the city by the county must be used on promoting tourism and tourism related activities in Cove. She also noted that she learned from the county that the city can expect TRT funds every year and the amount will likely increase each year. She further reported that the city is accountable for how the funds are distributed and there needs to be a budget fund created specifically for TRT funds. She also stressed that there needs to be a clear process for applying for and disbursing the funds. Discussion ensued and Councilor Cannon and Hargrove agreed to assist Lana in drafting a procedure related to applying for and disbursement of the TRT funds.

City Council Working Committee Report

- **TSP – Land Use Development Code**
Lana reported she has received the State's updated draft model. She is in the process of reading and reviewing the draft and will be inserting language specific to the City of Cove as time allows.
- **Cove Beautification Pilot Project**

Lana explained that the decision to grant a \$100 water credit to the winner of the Cove Winter Beautification Contest creates a dilemma in that it would be co-mingling of funds and would be flagged in an audit. It is not feasible to discount a customer's water bill for having a beautifully decorated home for the winter holidays. Discussion ensued and it was determined to award the winner of the contest a \$50 gift certificate to a local merchant.

Motion: Councilor Cannon moved to approve a \$50 gift certificate to a local merchant for the winner of the Winter Beautification Contest. Councilor Stone seconded. Motion carried.

City Recorder Report

Lana did not provide a report.

Public Works Director Report

Dave provided a verbal report:

- The lower reservoir was inspected by divers who videoed the reservoir's interior walls. The coding inspector is looking at some areas they identified that may need repair.
- The upper reservoir was cleaned and the inspection went well.
- They have completed the sewer stub on Orchard Street for the Locken's property.

Mayor's Report

Mayor Haeger did not provide a report.

Student Councilor Report

Eliza provided a verbal report:

- Jr. High basketball will be starting soon. The high school teams will soon find out if they made the postseason playoffs for fall sports.
- The high school football team won their homecoming game.
- There is a choir showcase upcoming on October 15th.
- ASB is planning a Trunk or Treat event, and a brawleyball and powderpuff football event. There will be a Veteran's Day event sometime in November.
- FFA has district soils and crops on October 7th. Leadership camp will be October 11th.
- FBLA has guest speakers scheduled to talk about their businesses, and they are on track to receive the Gold Champion Chapter Award.
- HOSA is continuing to study pharmacology and practice charting in the electronic medical record.

Good of the Order

Councilor Cannon sought clarification on the rules for the Winter Beautification Contest.

Public Comment

There was no public comment made at this time.

Suggestions for Future Work Sessions & Meeting Agendas

There were no suggestions for future work sessions or meeting agenda items.

Upcoming Meetings

Regular council meeting scheduled for November 3, 2026.

Adjournment

Mayor Haeger adjourned the meeting at 8:24 p.m.

Mayor, Sherry Haeger

Kerri McCowan, Billing Clerk

Lana Shira, City Recorder

RESOLUTION NO. 2026-3

A Resolution Establishing a Budget Fund for Transient Lodging Tax Revenue

WHEREAS, the City of Cove received an unanticipated allotment of Transient Lodging Tax (TLT) from Union County pursuant to a 2026 revision of Union County Transient Ordinance 2025-3, which is restricted to the support of tourism promotion, and related activities; and

WHEREAS, it is in the public interest to separately account for TLT revenues and expenditures to ensure transparency, fiscal responsibility, and compliance with applicable laws; and

WHEREAS, establishing a dedicated budget fund will allow the City to allocate TLT revenues for purposes consistent with community goals and statutory requirements;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COVE;

1. **Creation of Fund:** There is hereby established a budget fund titled Transient Lodging Tax Fund-15.
2. **Purpose of Fund:** The Fund shall be used exclusively for activities and programs that promote tourism, enhance visitor experiences, and support cultural and community events, in accordance with ORS 320.350.
3. **Revenue Sources:** All revenues received from Union County as a share of the Transient Lodging Tax shall be deposited into the Fund.
4. **Expenditure Authorization:** Expenditures from the Fund shall be authorized through the City's annual budget process and shall comply with all applicable financial policies and reporting requirements.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 3rd day of November 2026.

Mayor: _____

Sherry Haeger

Attest: _____

City Recorder, Lana Shira

RESOLUTION No. 2026-4

IN THE MATTER OF AUTHORIZING THE CITY OF COVE TO ACCEPT AN ANNUAL ALLOTMENT OF TRANSIENT LODGING TAX FUNDS FROM UNION COUNTY TO BE USED FOR TOURISM ACTIVITIES OR ATTRACTIONS, TOURISM PROMOTION, ECONOMIC DEVELOPMENT PURPOSES, PROGRAMS THAT SUPPORT TOURISM ACTIVITIES AND EVENTS, OR FOR SERVICES IMPACTED BY TOURISM WITHIN THE COMMUNITY

WHEREAS, revisions to the Union County Transient Tax Ordinance 2025-03 include an allocation to be distributed to cities in Union County with less than 10,000 who do not collect a dedicated Transient Lodging Tax: and

WHEREAS, the City of Cove is eligible to receive funding under this revised allocation category; and

WHEREAS, the City of Cove desires to participate in this funding opportunity as a means to promote tourism through tourism activities, attractions, and events, and support services that promote or are impacted by tourism; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COVE;

1. Funds remitted to the City of Cove as a share of Union County Transient Tax shall be deposited in the Transient Lodging Tax Fund-15 and strictly used for tourism activities and attractions, tourism promotion, and support services that promote or are impacted by tourism.
2. Each fiscal year the Budget Committee will determine the amount of Transient Lodging Tax to be received based on the amount received the previous year. The amount to be distributed will be divided by 75% for requests by application and 25% reserved for those requests made in person to the City Council and approved at the discretion of the City Council.
3. A committee comprised of two (2) City Councilors, one (1) City employee, and two (2) citizens of the City of Cove will be appointed each year before May 15th and be referred to as the "TLT Committee".
4. Funds may be allocated for the following:
 - Tourism Events promoted by radio, printed, or social media advertising.
 - Signs and Banners promoting tourism

- Entertainment Events which promote tourism
 - Maintenance of the Memorial Garden
 - Maintenance of Cove Community Garden
 - Creation of attractions that promote tourism
 - Creation of events that promote tourism
 - Programs that promote tourism
 - Events that promote tourism
5. The TLT Committee will review all TLT Request for Funding applications collected within the application period of May 1st through July 15th and present a recommendation for each applicant's distribution amount to the City Council for final approval at the August meeting.
6. Transient Lodging Tax distributions approved through the application process will be distributed to the applicants by August 15th.
7. Requests for TLT funds presented to the City Council in person at City Council meetings, at the discretion of the Council, may be approved if funds are available, denied, or deferred to the application process.
8. Transient Lodging Tax funds not expended within the fiscal year will remain in the Transient Lodging Tax Fund-15 for future allocation.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 3rd day of November 2026.

APPROVED:

ATTEST:

Mayor, Sherry Haeger

City Recorder, Lana Shira

TRANSIENT LODGE TAX - REQUEST FOR FUNDING APPLICATION

COMPANY / ORGANIZATION: _____

NON-PROFIT: YES / NO

EIN: _____ FORM 990 CONFIRMING TAX STATUS: _____

NAME OF CONTACT: _____

PHONE: _____

EMAIL: _____

TITLE OF ATTRACTION OR EVENT: _____

TIME FRAME OF ATTRACTION OR EVENT: _____ MULTI-DAY: YES / NO

AMOUNT REQUESTED: \$ _____ PURPOSE OF FUNDS: _____

SUMMARY OF ATTRACTION / EVENT: _____

OBJECTIVES AND GOALS: _____

GEOGRAPHICAL AREA OF ADVERTISING: _____

EVENT: NUMBER OF VISITORS ATTEND: PROJECTED: _____ HISTORICALLY: _____

NUMBER OF OUT OF AREA VISITORS: _____ VISITORS OVERALL: _____

STATEMENT OF NEED: (ATTACHMENT THE FOLLOWING)

1. A COSTS BREAKDOWN SHOWING WHERE THE MONEY WILL BE SPENT
2. PRIOR YEAR PROFIT & LOSS STATEMENT OR EXPENSE VS. INCOME REPORT
3. CURRENT YEAR BUDGET
4. A LETTER OF SUPPORT FROM COMMUNITY OR COLLABORATOR
5. NAMES OF BOARD MEMBERS OR VOLUNTEERS
6. FORM 990 CONFIRMING TAX STATUS

PROJECTED SUCCESS OF ATTRACTION OR EVENT: _____

PROJECTED SUSTAINABILITY OF ATTRACTION OR EVENT: _____

CITY OF COVE

PO BOX 8 * 504 ALDER STREET * COVE, OREGON * 541-568-4566

APPLICATION PERIOD IS FROM MAY 1ST THROUGH JULY 15TH

APPLICANTS WILL BE NOTIFIED OF APPROVAL OR DENIAL BY AUGUST 15TH

APPLICATIONS ARE ACCEPTED AS LONG AS FUNDS ARE AVAILABLE

Transient Lodging Tax (TLT) Committee – Application Score Sheet

Date: _____

Transient Lodging Tax requests are accepted from May 1st through July 15th as long as funds are available. These funds are intended for qualifying needs **not included** nor affiliated with any request already approved and funded by the City Council through the discretionary review process.

Applicant:

Name: _____ Amount Requested: \$ _____ Purpose: _____
 _____ Individual _____ Company/Business _____ Organization

Eligibility: Affiliated with a group, organization or business already approved by the Cove City Council? Qualified _____ Disqualified _____

Criteria: Application

Application Complete:	Yes = 5 pts	No = 0 pts	Points _____
Description complete and easy to understand:	Yes = 5 pts	No = 0	Points _____
Purpose of funds clearly defined:	Yes = 5 pts	No = 0	Points _____
Complete costs breakdown provided:	Yes = 5 pts	No = 0	Points _____
Prior Year Profit & Loss or Expense/Income:	Yes = 5 pts	No = 0	Points _____
Current Year Budget provided:	Yes = 5 pts	No = 0	Points _____
Support Letter/s provided:	5 pts per letter	None = 0	Points _____
Names of Board or Volunteers:	Board = 5 pts, Volunteers = 5 pts	None = 0	Points _____
Matching Funds Available:	Yes = 5 pts	No = 0	Points _____

Purpose of Funds: *if Yes check Box and give 5 points for every box.....*

- ☐ Will the funds be used for tourism promotion or advertising? Points _____
- ☐ Will the funds be used for economic development purposes? Points _____
- ☐ Will the funds be used for a program that supports tourism activities? Points _____
- ☐ Will the funds be used for a service impacted by tourism within the community? Points _____
- ☐ Will the funds be used for making the community more inviting and attractive to visitors? Points _____

Attendance: Approximate number of annual Visitors: 1-50 = 5 pts, 50-100 = 10 pts, 100-200+ = 15 pts Points _____

Approximate number Out of Area Visitors: 1-50 = 10 pts, 100-200 = 15 pts, 200+ = 20 pts Points _____

Multi-Day Event encouraging Overnight stay: Yes = 15 pts No = 0 pts Points _____

Total Points: _____

The TLT Committee recommends a distribution of \$ _____

The TLT Committee recommends denial of the request for the following reason/s: _____

Cove City Council - Transient Lodging Tax Fund Request - Discretionary Review

Discretionary Transient Lodging Tax requests are accepted throughout the year as long as funds are available. These funds are intended for qualifying unanticipated needs not included or affiliated with a request already submitted to or funded through the application process.

Date: _____

Requester:

Name: _____ **Amount Requested: \$** _____

- ☐ Individual
- ☐ Company/Business
- ☐ Organization

Funds Requested for this purpose: _____

Eligibility: Are you included or affiliated with a group, organization or business already approved by or submitted through the application process.

Yes No

Criteria:

Critical Need: check one

- ☐ Will the operations cease without these funds?
- ☐ Will the project not occur without these funds?
- ☐ Will other funding be lost without these funds?

Purpose of Funds: check one that applies

- ☐ Will the funds be used for tourism activities?
- ☐ Will the funds be used for tourism promotion or advertising?
- ☐ Will the funds be used for economic development purposes?
- ☐ Will the funds be used for a program that supports tourism activities?
- ☐ Will the funds be used for a service impacted by tourism within the community?
- ☐ Will the funds be used for a project that make the community more inviting and attractive to visitors?

Volunteer or Community Involvement?

Yes No

Does this organization receive matching fund donations?

Yes No

The Cove City Council approves a distribution of \$ _____.

The Cove City Council denies the request for the following reason/s_

TLT Funds Receipt and Disbursement Timeline

May 1-July 15: Applications for Requesting TLT Funds are collected

May: The approx. amount of TLT funds to be received is entered into the Budget

May: The approx. amount of TLT funds to be disbursed is entered into the Budget

May 15-June 15: City Budget is adopted

June 15: Union County sends the annual amount by check to the City of Cove

July 1: Fiscal Year begins

July 15: Final day of application submission

July 1-30: TLT Committee completes the application process by reviewing and scoring the applications

August 1-7: TLT Committee recommends disbursement amounts for each applicant to the City Council for approval.

August 15: Council approved funds are disbursed to the applicants

July 16-April 30: application process is closed. All requests within this time frame must be made in person at a City Council meeting and will be reviewed and determined by the discretionary process of the City Council.

Procedure for receiving and disbursing

Transient Lodging Tax Revenue

As event representatives contact the City about available TLT funding the Recorder will give them the Request for Funding application.

The application period is **May 1st to July 15th** each year. Completed applications are collected by the City Recorder and held for the TLT Committee to review and presented for approval or denial to the City Council the first Tuesday in August.

By **May 1st** a TLT Committee needs to be appointed; including two (2) Councilors, one (1) City employee, and two (2) citizens of Cove.

In **May**, the Budget Officer will enter into the proposed Budget the estimated amount to be received and the amount to be expended. These amounts will be based on the prior year amounts.

In **June**, Union County will send a check to the City of Cove. TLT revenue is deposited into the Transient Lodging Tax Fund -15

After **July 15**, the TLT Committee will complete the application process by reviewing and scoring the applications. *Use the TLT Committee Application Scoring Sheet*

At the **August City Council meeting**, the TLT Committee will recommend disbursement amounts for each applicant to the City Council for approval.

By **August 15**, the Recorder will make the approved disbursements to the applicants.

July 16 thru April 30 the application process is closed. All requests within this time frame must be made in person at a City Council meeting and will be reviewed and determined by the discretionary process of the City Council.

The discretionary process:

Applicant attends a City Council meeting to request funds in person.

The Recorder reviews the Budget to see if TLT funds are available.

The City Council hears the request and asks pertinent questions.

The Recorder completes the Discretionary Review Form based on the information given by the applicant and the City Council.

The City Council may deny, approve a distribution amount, or defer to the application process.

If Approved, disbursement is made within two (2) weeks.

Waste Pro

3412 Hwy 30
La Grande, OR 97850

Phone: 541-963-5459

E-mail: service@waste-pro.com

**Council Members****City of Cove**

504 Alder St
Cove, OR 97824

October 16, 2026

To Whom It May Concern:

At the request of city councilors and county commissioners, we conduct an annual review of our collection and disposal rates in order to request adjustments specific to next year's budget. This approach ensures rates remain relevant and minimizes significant increases.

For 2027, we are requesting an increase of 3.7%. This is below the 5.2% reported by *CPI: Urban Consumer – Garbage and Trash Collection*. We present this request ahead of our targeted January 1st launch to provide customers with advance notice of proposed rates prior to the effective date.

Residential customers in Cove would see an increase of \$0.70 per month (or less than \$0.35 per collection).

Key Cost Drivers

- **Equipment:**

- Replacing aging equipment becomes increasingly expensive as new tariffs contribute to higher purchase costs. Last year, a new truck cost \$442,000; a truck purchased this year showed a significant 7% increase, coming in at \$474,000.
- Maintenance costs are up with the cost of repair parts also affected by tariffs.

- **Insurance:**

- Insurance costs continue to rise dramatically. Liability, health, property, and workers' compensation insurance premiums are all increased at least 15% year-to-date. Renewals are due in April with no expectation of rates dropping.
- The limited number of insurance providers in the market restricts our ability to negotiate more competitive rates, especially for specialized facilities like our Transfer Station.

- **Transfer Station:**

- The baler and compactor are nearly 20 years old. Repair costs are escalating rapidly due to more frequent breakdowns and more expensive parts.

Waste Pro

3412 Hwy 30

La Grande, OR 97850

Phone: 541-963-5459

E-mail: service@waste-pro.com



- We expect to replace the Transfer Station compactor in the near future at an estimated cost of \$1.4 million.
- **Recycling:**
 - While market prices continue to decline - forcing processing fees up - we have been able to absorb most of the added cost due to the implementation of the Recycling Modernization Act. Partial reimbursements for transportation, dispersed by Circular Action Alliance, have helped offset recycling handling costs allowing us to keep this request significantly below the reported industry CPI of 5.2%.
- **Landfill:**
 - The 10-year contract with the Baker Sanitary landfill includes a 5% annual increase effective January 1st.

These factors have a significant impact on our operating costs. The requested rate increase of 3.7% will help us to maintain the current quality and efficiency of our waste collection services as we absorb these inflationary pressures.

Below you will find our prospective rates for every-other-week service compared to nearby equivalent services.

	Pendleton Rural (2026)	Hermiston Rural (2026)	Cove (2027 proposed)	With Recycle Baker (2026)	Halfway (2025)
Large Rollcart Every Other Week or Equivalent	\$17.05	\$18.08	\$19.50	\$22.10	\$22.50

Please refer to enclosed documents for detailed rate proposals and comparisons:

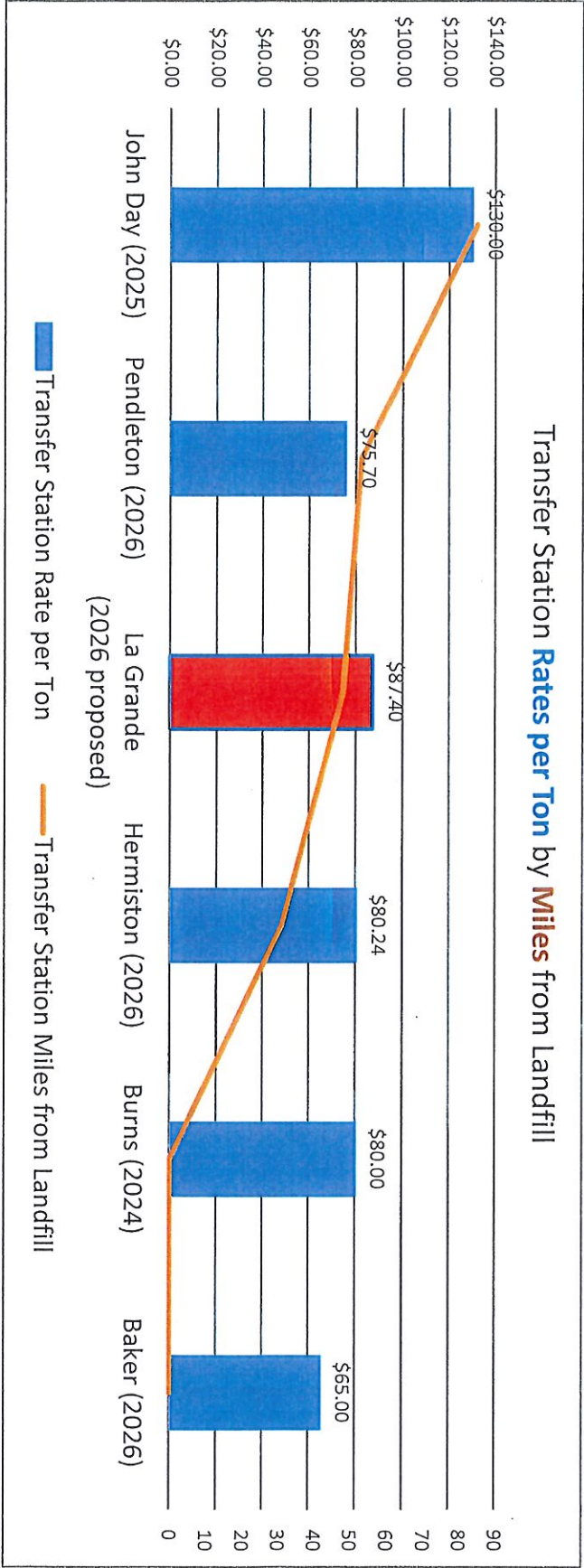
- Service Rates Comparison (Exhibit A)
- Draft Resolution

Thank you,

Darin Larvik

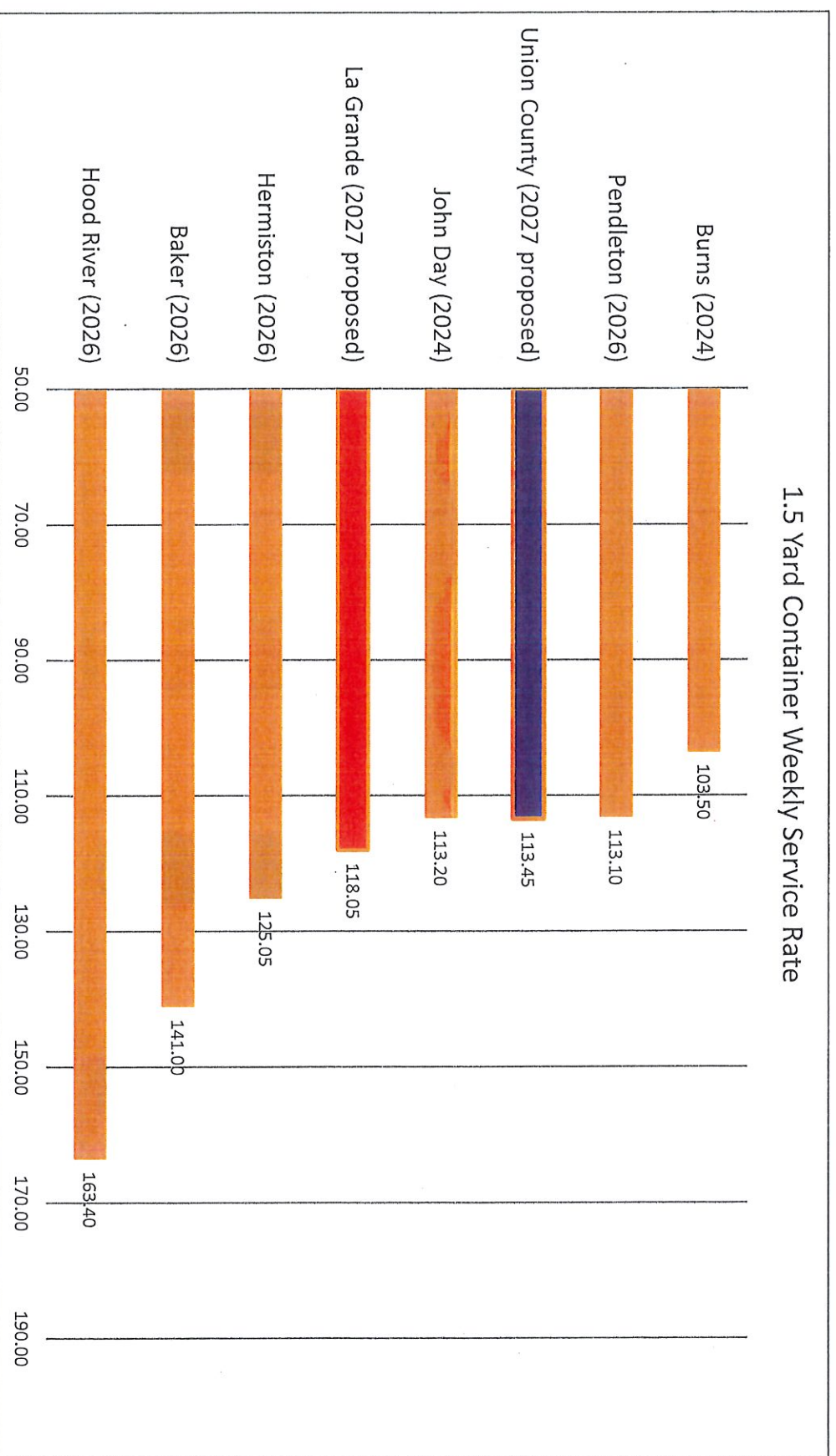
Galactic Viceroy for Synergistic Excellence

Comparison of Transfer Station (or Landfill) public rates considering distance of disposal to Landfill.

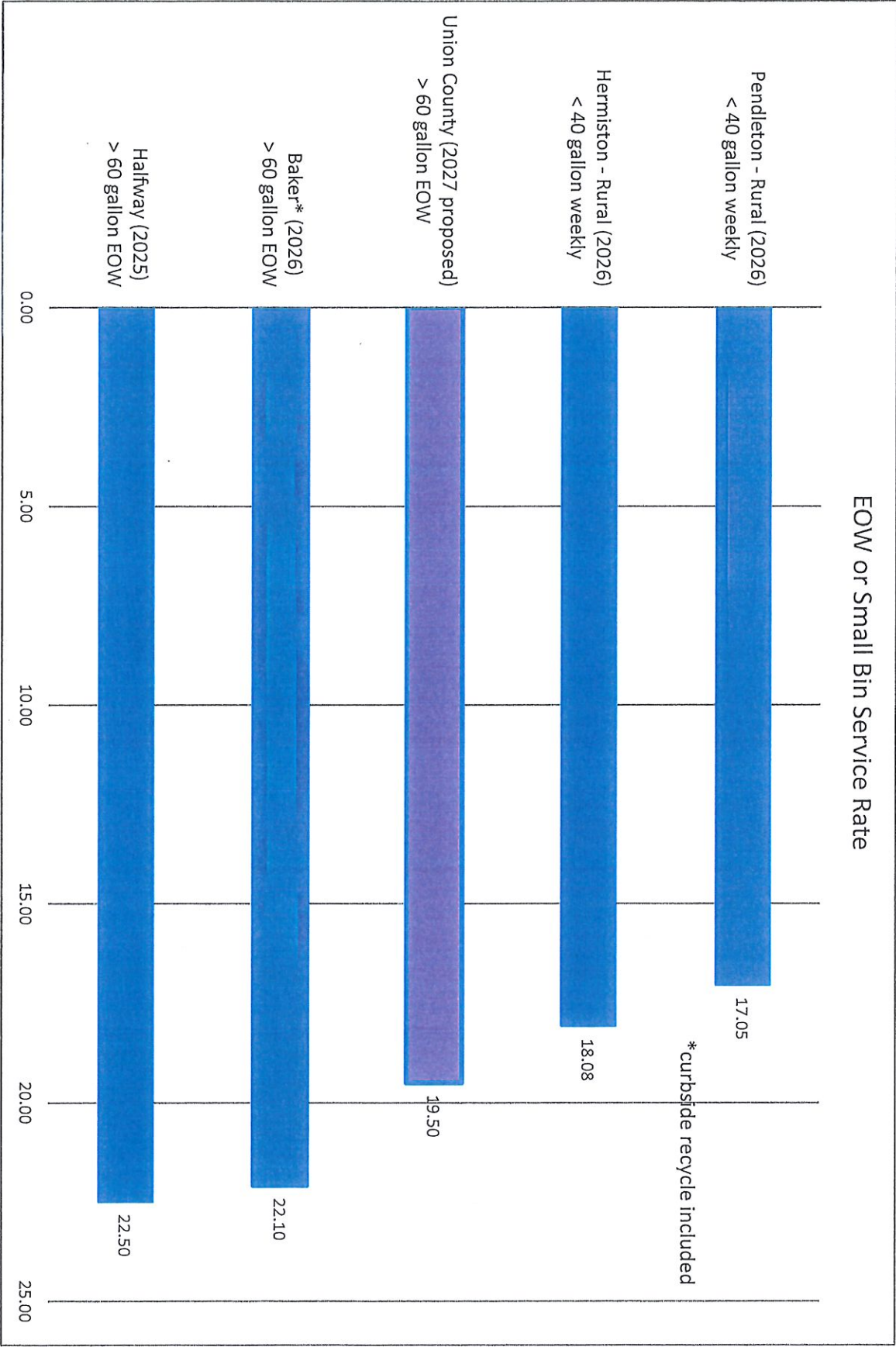


Waste-Pro Service Rates Comparison – Proposed 2027 Rates
Exhibit A

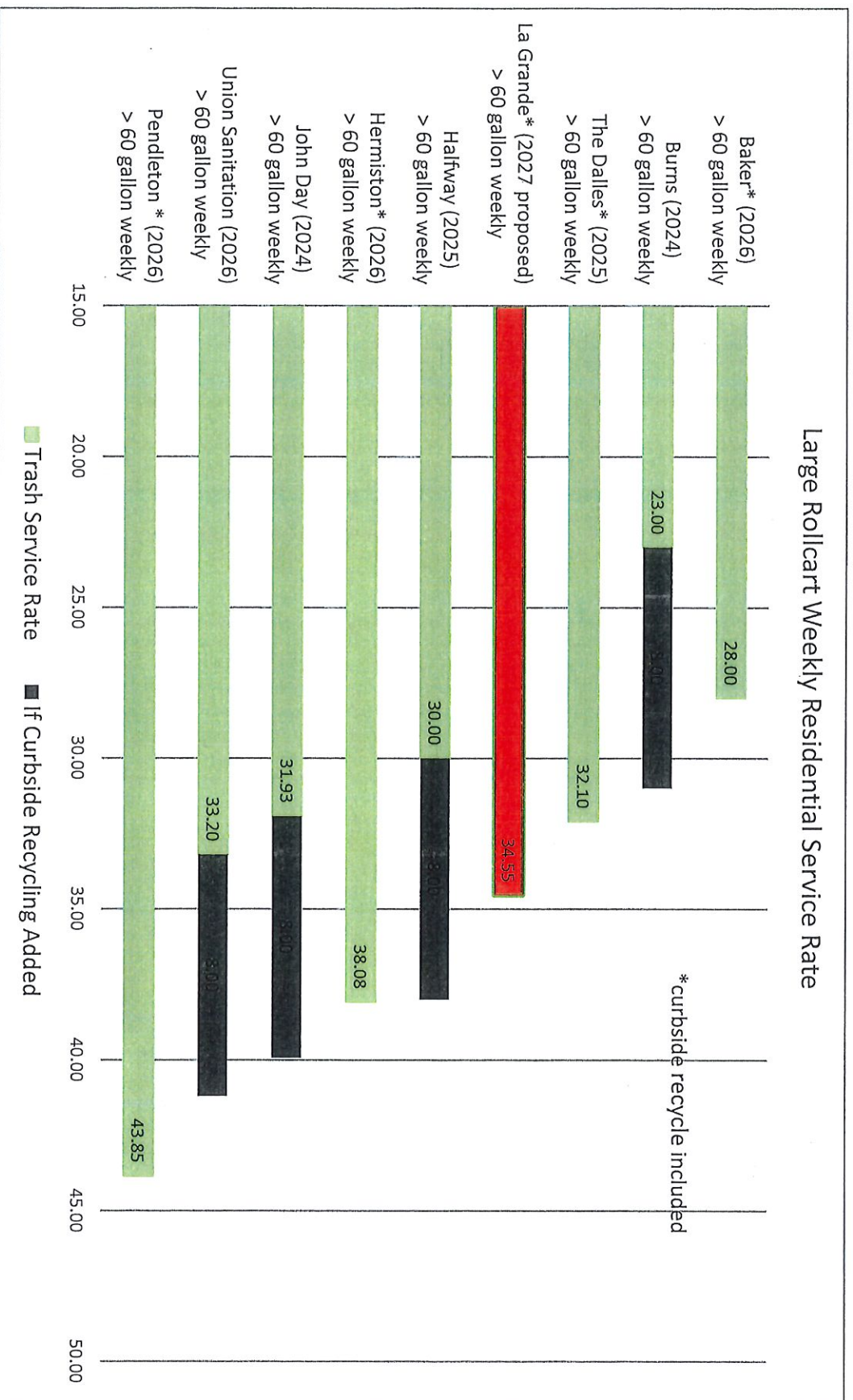
La Grande and Union County (Cove, Elgin, Imbler, Island City) 1.5 yard Container Weekly Service



Union County, Cove, Elgin, and Imbler Every Other Week Service



La Grande 64 gallon Rollcart - Weekly Service



RESOLUTION NO. 2026-3

WHEREAS, Ordinance 3-2016 provides that the franchisee there under may make reasonable charges for refuse collection services, which charges shall be subject to approval by the City Council, as detailed in Section II of said Ordinance.

NOW THEREFORE, be it resolved by the City Council of the City of Cove that the rates to be charged by Larvik Disposal, dba City Garbage Service, in the operation of such refuse collection service, to be effective January 1st, 2027 shall be as follows:

Section I:

Residential Service: (per month) for a 64 gallon roll cart, curbside service.

- A. 1 roll cart every other week \$ 19.50
- B. 2 roll cart every other week \$ 30.50
- C. Each additional cart \$ 11.00

Commercial Service: (per month)

- A. 1.5 yard every-other-week \$ 72.25
- B. 1.5 yard weekly \$ 113.45
- C. 3 yard weekly \$ 191.70

Section II:

Additional Charges:

- A. Any pickups beyond the curb and up to 50 feet shall be charged an additional \$6.00 per month.
- B. Fuel surcharges beyond the base rate of \$3.00 per gallon as published in the Oil Price Information Service (OPIS).

RESOLVED this ____ day of _____ 2026.

Mayor, City of Cove

ATTEST:

CITY OF COVE, OREGON

WINTER Beautification

A BRIGHT COMMUNITY. A STRONGER COVE.

Let's work together to make
Cove shine this winter!

WELCOME TO
COVE
OREGON



BEAUTIFICATION DATES:
DECEMBER 1, 2026 –
DECEMBER 26, 2026

*Extraordinary Holiday Light
and Decoration*

Sponsored by the City of Cove City Council



NOMINATIONS & VOTING

The City of Cove will take
nominations in writing via
the Dropbox outside of
the City Hall until
December 26th.



AWARD

Winner will receive:

**\$50 GIFT CERTIFICATE
TO LOCAL MERCHANT**



RULES TO PARTICIPATE

Citizens must reside in
the city of Cove.



JUDGING DATE

Judging will take place on
DECEMBER 20, 2026.



AWARD PRESENTATION

Award will be presented at the
JANUARY CITY COUNCIL MEETING.

Thank you for helping make Cove beautiful!

Recorder's Report – Nov. 3, 2026

(TRT is replaced with TL, "Lodging" not "Room")

The TLT Committee, Lana, Alexis and Cheryl, researched and brought findings to a meeting on Oct 20th and developed the following:

Determined Needs:

1. The need for a separate Fund for transparency and accurate accounting.
2. The need for a process for addressing requests for annual events or established programs
3. The need for a process to address one-time, unpredicted requests that are presented at a council meeting.
4. A timeline to coordinate the timing of receipt, requests, budget & disbursements.

Solutions:

1. Conversation with Auditor, it's okay to create a fund for unanticipated revenue by adopting a resolution.
2. An application process used for annual events and predicted requests.
3. A discretionary process used for unpredicted, one-time requests made to the council.
4. Timeline for ensuring funds are available at the time of disbursement.

Results:

Resolution 2026-3 establishes the Transient Lodging Tax Revenue Fund

Resolution 2026-4 establishes the City's policy for receiving and disbursing the funds.

Application Process: Application, Committee, Score Sheet & Timeline.

Discretionary Process: Discretionary Review Form & Timeline.

Timeline

Procedures