




HERMISTON POLICE DEPARTMENT



330 S. First Street
Hermiston, Oregon 97838
www.hermiston.gov/police
Sine Metu Sine Gratia

Phone: 541-567-5519
Fax: 541-567-8469
Email: records@hermiston.gov
Without Fear Without Favor

TO: City Manager Byron Smith
FROM: Chief Jason Edmiston 
DATE: June 2nd, 2026
SUBJECT: Liquor License Application – Circle K

After reviewing the liquor license application for Circle K located at 1430 N. 1st Street, Hermiston, I find nothing of substance after performing a criminal history check consistent with established parameters utilized by the city, to deny the application submitted by Sarah Longwell.

It is my recommendation for this request to be presented to the City Council.

NOTE: I did sign the actual application form, but that is contingent upon council approval.



Local Government Recommendation – Liquor License

Annual Liquor License Types	
Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

Section 1 – Submission – To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): CIRCLE K STORES INC

Proposed Trade Name: CIRCLE K #6863

Premises Address: 1430 N 1st St

Unit:

City: Hermiston

County: UMATILLA

Zip: 97838

Application Type: New License Application Change of Ownership Change of Location

License Type: Off-Premises Additional Location for an Existing License

Application Contact Information

Contact Name: SARAH LONGWELL

Phone:

Mailing Address:

City: Corona

State: CA

Zip: 92879

Email Address:

Business Details

Please check all that apply to your proposed business operations at this location:

- Manufacturing/Production
- Retail Off-Premises Sales
- Retail On-Premises Sales & Consumption

If there will be On-Premises Consumption at this location:

- Indoor Consumption Outdoor Consumption
- Proposing to Allow Minors

Section 1 continued on next page



Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s): CIRCLE K STORES INC

Proposed Trade Name: CIRCLE K #6863

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC. Section 2 must be completed **by the local government** for this form to be accepted with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: City of Hermiston

Optional Date Received Stamp

Date Application Received: 06/01/2026

Received by: Lilly Alarcon-Strong, CMC, City Recorder



Section 3 – Recommendation - To be completed by Local Government:

- Recommend this license be granted
- Recommend this license be denied (Please include documentation that meets [OAR 845-005-0308](#))
- No Recommendation/Neutral

Name of Reviewing Official: Jason Edmiston

Title: Chief of Police

Date: 06/02/2026

Signature:

After providing your recommendation and signature, please return this form to the applicant.