

**CITY OF MANZANITA
FEBRUARY 8, 2017
CITY COUNCIL MEETING**

CALL MEETING TO ORDER: The meeting was called to order at 7:00 p.m. in the City Council Chambers by Mayor Mike Scott.

ROLL: Members present were: Mike Scott, Leila Salmon, Hans Tonjes and Scott Galvin. Linda Kozlowski was absent and excused. Staff present: City Manager Jerry Taylor, Assistant City Manager Cynthia Alamillo and Administrative Assistant Kristin Grassetth.

AUDIENCE INTRODUCTION: There were 30 citizens in attendance.

PUBLIC COMMENTS & COMMUNICATIONS: Victor Cummins, owner of the property located at 419 Fourth Street North, asked the Council to start the abatement process for property next to his home that has a hazard tree leaning over his house. Cummins said he has worked with his insurance company and contacted the owner of the property, but the property owner has not removed the tree and at this time Cummins feels his home is unsafe to occupy. City Manager Jerry Taylor said he would put this matter on the agenda for the next Council Meeting.

CONSENT AGENDA:

- A. **APPROVAL OF MINUTES** – January 4, 2017 Regular Council Meeting.
Council President Salmon suggested some minor corrections to the Public Comments section of the minutes.

Motion was made Salmon, seconded by Tonjes to approve the minutes of the January 4, 2017 Regular Council meeting as corrected. Motion passed unanimously.

B. **APPROVAL OF BILLS FOR PAYMENT**

Motion was made by Salmon, seconded by Tonjes to approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager. Motion passed unanimously.

NEW BUSINESS:

A. **Resolution Recognizing Right to Respect and Dignity** - Assistant City Manager Cynthia Alamillo presented Council Resolution 17-01, Recognizing the rights of all people to respect and dignity within the City of Manzanita. At the January 2017 Council meeting Annie Naranjo-Rivera had asked the City Council to pass a Resolution similar to the one the County Commissioners had passed on January 4, 2017 declaring January as Equality Awareness Month.

Motion made by Tonjes, seconded by Galvin to approve Resolution No 17-01 A Resolution Recognizing the Right of All People Within The City of Manzanita to Respect and Dignity. Motion passed unanimously.

B. **Ordinance Prohibiting Smoking on City Properties (First Reading)** -

Assistant City Manager Alamillo presented to Council an Ordinance prohibiting smoking of tobacco products on City owned properties. This initiative was brought before the Council by the staff of Tillamook County Year of Wellness (YOW) on January 4th to further their goal of a

county wide tobacco-smoke and vape free policy on all county and city properties and public parks. This ordinance is consistent with YOW policy to protect both public and ecological health. Audience suggestions were made of banning smoking in the C-1 zone and also making smoking receptacles available throughout the city.

Motion made by Salmon, seconded by Galvin to read "AN ORDINANCE PROHIBITING SMOKING OF TOBACCO PRODUCTS ON CITY OWNED PROPERTIES' by title only for its first reading and to tentatively approve said Ordinance as of its first reading. Motion passed unanimously.

C. Proposal to Ban Outside Burning Within City - City Manager Jerry Taylor reported on a proposal to ban outside burning within the City that had been brought before the Council last fall, and the Council had asked staff to get community input on a few options regarding the matter. One option is to have a total ban on outside burning within the City, second to allow open fires no larger than 3'x3'x3' raising the question as to what would be allowed to burn in pits; and third to leave everything as it is now. Taylor continued by stating he had received an outpouring of comments from the community with a varied response. Council asked some questions of staff regarding beach fires, burn-to-learns and enforcement, and thanked the community for taking the time to respond. Audience comments were made regarding regulations, public education, clean burning, bio waste, garbage, demolition burning, slash burning and fire sizes for pre existing pits. Mayor Scott suggested that a list of good practices for outside burning be written up. Councilor Tonjes asked to invite Fire Chief Sherbaugh back for more input and staff to gather cost information from Cart'm before further decisions be made.

D. Proposed Location of Manzanita Farmers Market on City Parking Lot - City Manager Taylor explained the Manzanita Farmers Market request to relocate the event to the City parking lot on South 5th Street across from the Police Department. The proposal involves placing a storage shed and concrete pad permanently on the site. The storage shed would have solar panels to generate the electricity needed for the Market. The Market is seeking general approval of this concept before proceeding. Council asked questions of the Market's Director Emily Vollmer as to the parking situation and neighbors and if they had received their permission. Council asked to postpone a discussion until they had heard responses from neighbors.

E. Options for Building Official Services - City Manager Jerry Taylor reported how Tillamook County Building Department has graciously provided services to keep things going while the City decides how it wishes to proceed in the building inspection program. The City's choices are:

1. Give up the Building program and allow the County to extend its jurisdiction for the building inspection program into the City.
2. Keep the Building program and contract with Tillamook County to provide services within the City.
3. Hire a new third party provider of building inspection services.
4. Hire a Building Official jointly with the City of Cannon Beach.

Manzanita would contract for a percentage of staff time from this employee. If services were provided at 15 hours per week or 3 hours per day, the cost to Manzanita would be \$40,312.50. Tillamook County provides building inspection services throughout the County, except in Manzanita. The competency of the staff is not the question; it is merely that the County

inspectors may not be able to devote the time to closely review construction given their workload as well as providing code enforcement of business licenses and STR inspections. Having a building official more under the City's control allows the City to provide a better level of service. The building community would be assured that an inspector would be available for questions and inspections during the scheduled time in the city. Staff recommends that the City pursue an agreement with Cannon Beach for a joint Building Official position.

Motion made by Salmon, seconded by Tonjes to approve developing a contract with Cannon Beach for a joint Building Official position. Motion passed unanimously.

F. Award of Off Season Tourism Promotion Grant - City Manager Taylor announced the Off Season Tourism Promotion Committee met on January 26, 2017 to consider a proposal for an Off Season Tourism Promotion Grant to Pine Grove Community House to assist in assessing the needs of the facility in order to better attract events in the off season and year round. The cost of the building assessment and information gathering surveys was a total of \$5,200, and the Committee is recommending a grant in this amount. In addition, the Committee noted that although the Council had authorized up to \$7,000 for emergency promotion after the October tornado event, less than \$2,000 was actually spent. There is a need to update the general informational brochure used for tourist information during the off season and year round. Staff recommends a motion to approve using \$2,500 from the Tourism Promotion Fund to update the brochure.

Motion was made by Tonjes, seconded by Galvin to approve a grant of \$5,200 to Pine Grove Community House for a professional assessment of building needs for Pine Grove. Motion passed unanimously. (Salmon recused herself from the vote.)

Motion was made by Tonjes, seconded by Salmon to approve spending \$2500.00 from the Tourism Promotion and Facilities Fund to update the general informational brochure. Motion passed unanimously.

OLD BUSINESS:

NONE

CITY MANAGER'S REPORT:

A. Administration- City Manager Jerry Taylor stated that 30 citations had been issued following the new STR Ordinances that had recently gone into effect.

MISCELLANEOUS:

1. Court - Municipal Court will be held Friday February 10th at 1:30.

2. Goal Setting - City Council will have a special meeting for goalsetting for 2017-18 on Thursday February 9th at 3 p.m. at City Hall.

Mayor Scott adjourned the meeting at 9:40 p.m.

**MINUTES APPROVED THIS
8TH DAY OF MARCH, 2017**

Michael Scott, Mayor

Attest:

Jerald P. Taylor, City Manager/Recorder