

**CITY OF MANZANITA  
AUGUST 3, 2016  
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 Garry Bullard.

**ROLL:** Members present were: Garry Bullard, Hans Tonjes, Linda Kozlowski, Leila Salmon and Mike Scott. Staff present: City Manager Jerry Taylor, Public Works Director Dan Weitzel and Administrative Assistant Kristin Grassest.

**AUDIENCE INTRODUCTION:** There were 27 citizens in attendance.

**PUBLIC COMMENTS & COMMUNICATIONS:** Tom Campbell asked the Council to consider restricting outside burning of debris due to a recent burn on Cherry Street that brought up some issues. Campbell provided copies of Cannon Beach and Rockaway Beach ordinances to the Council. Mayor Bullard asked staff to put this topic on a future Council agenda.

**CONSENT AGENDA:**

- A. APPROVAL OF MINUTES – July 6, 2016 Regular Council Meeting
- B. APPROVAL OF BILLS FOR PAYMENT

**Motion was made Kozlowski, seconded by Tonjes to approve the consent agenda that includes approval of the minutes of the July 6, 2016 Regular Council meeting; and to approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager.**

**NEW BUSINESS:**

**A. Request for Pickleball Courts at City Park -** Staff reported on the proposal by a group of citizens for three Pickleball courts at the City Park. Taylor stressed his concern on being able to provide the requested amount of courts due to the size of the park which is limited due to the surrounding wetlands. Peter Shianna, Corinne Beuchet, David Gostnell & Stewart Martin spoke on behalf of the Pickleball group and explained three different options and examples of how they thought they could obtain three courts at the City park using the play court and shared tennis courts. The group asked if they could survey tennis players for a month and get as much feed back to bring back to Council. Comments from Council included favoring one group over another, interest of the group and number of members, impact of group disbanding within a few years leaving the City to manage lock boxes and courts. Comments were made from audience regarding noise to surrounding houses and suggesting NCRD as an alternative location. Mayor asked that a meeting be set to discuss ideas with staff before coming back to a future Council meeting.

**B. Transition Schedule for City Manager Retirement -** City Manager Jerry Taylor noted his impending retirement at the end of the year and explained a transition plan that he recommended would work best for the City. Taylor stated he would like to hire an Assistant City Manager and would stay on part time for a period of two or three years to train that person as a possible replacement if the Council at that time agreed. Taylor would be on a year to year contract. The consensus of the Council was for Taylor to proceed with this transition plan.

**C. Award of Bid (Puffin Lane LID)** Staff reported that the bid opening for the Puffin Lane LID was held July 15, 2016. Two contractors bid, the lowest bid received was from Advanced Excavation of \$99,840.00. Morgan Engineering has reviewed the bids and recommends award of the bid to Advanced Excavation.

**A motion was made by Tonjes, seconded by Kozlowski to award the bid for the Puffin Lane Storm Drainage Improvement Project to Advance Excavation, Inc. in the amount of \$99,840 and authorize the City Manager to sign the construction agreement. Motion passed unanimously.**

**D. Resolution on Succession of Authority in Emergencies** - Taylor explained that the current succession plan is outdated and needed to be revised; the City no longer has a fire department. Staff described the new succession plan to the Council.

**A motion was made by Kozlowski, seconded by Scott to adopt the Resolution establishing succession of authority in the event of an emergency. Motion passed unanimously.**

**OLD BUSINESS:**

None

**CITY MANAGER'S REPORT:**

**A. Public Works Department** - Public Works Director Dan Weitzel reported to Council on July's water usage, new water service installations, leaks and repairs, locates and rainfall totals. Weitzel said he had received the final design plans from HBH for the CO<sub>2</sub> stripper project but was still waiting for the electrical control plans. Weitzel reported that the backhoe has now been replaced by a mini excavator and telehandler. A open house has been scheduled for August 26th at City Hall to go over plans for the Carmel project so all homeowners and residents can feel free to come and ask questions. November is the projected start date, and TPUD has already started moving poles. Weitzel described the current storm drainage repairs on Ridge Court and South Fourth Place beginning on the 29th and the completion on the wheelchair shed at the Visitor Center.

**MISCELLANEOUS:**

1. **Municipal Court** – The next court session is Friday August 12th at 1:30 p.m.
2. **Project report for Highway 101** – The fish passage culvert should be completed this season but the road improvements will not done until next year.
3. **Short Term Rental Ordinance Revisions** – Draft revisions should be posted on the City website in mid August.
4. **Planning Commission Meeting** – The Commission will conduct a public hearing on the proposed Zoning Ordinance changes on Monday August 15th at 4 p.m.
5. **Tentative Chair Proposal for the 4th of July Parade** – The tentative staff proposal is that chairs not be allowed on the parade route until 11 a.m. the day of the parade and they must be occupied.
6. **2016-2017 Budget** - Completed pages with adopted figures are available.
7. **Online Payments** - The links are now on the website to make online payments.

**Mayor Bullard adjourned the meeting at 9:05 p.m.**

**MINUTES APPROVED THIS  
7<sup>TH</sup> DAY OF SEPTEMBER, 2016**

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Leila Salmon, Council President

**ATTEST:**

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Jerald P. Taylor, City Manager/Recorder