

CITY OF MANZANITA
March 4th, 2020
CITY COUNCIL SPECIAL WORKSHOP

CALL MEETING TO ORDER: The meeting was called to order at 3:00 p.m. in the Pine Grove Community House by Mayor Mike Scott.

ROLL: Members present were: Mike Scott, Steve Nuttall, Thomas Aschenbrener, and Hans Tonjes.
Staff Present: Cynthia Alamillo, Nina Jarvis, and Kristin Grassetth.

CONTINUED DISCUSSION ABOUT UNDERHILL PLAZA: Mayor Scott stated that city staff is fully functioning in the ambulance quarters, and despite the greatly reduced workspace staff continues to create a high morale environment. He credits City manager Cynthia Alamillo for her efforts in planning and executing the sudden move.

Progress continues to be made toward the evaluation of Underhill Plaza as a possible location for City Hall. Councilor Nuttall stated that he believes the best approach is to hire a project manager to help determine if the structure should be remodeled or torn down and rebuilt. One possible candidate for project manager is Carter MacNichol, a part time Manzanita resident with prior experience in City operations. Councilor Nuttall stated that MacNichol has agreed to consult with the City until a project manager has been selected. He has reviewed the structural analysis from WRK Engineering and has contacted them with a list of follow up questions. Once he has received a response, he will share his findings with Council.

Councilor Nuttall stated that while a cost comparison for a new build at Underhill Plaza versus remodeling is necessary for making a final decision, it is not the only factor to consider. Councilor Tonjes stated that he also believes net cost of the project should not be the main consideration. Other factors must also be considered, such as if the site is being used effectively and if we are allocating our resources for the best possible future for the City. Councilor Aschenbrener stated that we must also determine if the City will be able to obtain a warranty for work done on a remodeled building, which he believes is necessary. Councilor Aschenbrener also stated that because Underhill Plaza is considered a historical site to many, its preservation may be an important factor to consider as well. However, because of all the structural unknowns of the building, historical preservation may not be possible.

Mayor Scott stated that in order to move forward with making a determination about Underhill Plaza, council will need to select a candidate as project manager. Council will also need to clearly define what the scope of work for the selected candidate will be. Councilor Aschenbrener stated that he believes it would be in the best interest of the City for the candidate to be working as a paid employee, which will ensure an unbiased recommendation. Councilor Tonjes stated that in addition to hiring a project manager, he believes a timeline needs to be agreed upon to ensure that the project continues to progress.

Mayor Scott adjourned the meeting at 4:00 p.m.

MINUTES APPROVED THIS
4th DAY OF MARCH, 2020

Michael Scott, Mayor

Attest:

Cynthia Alamillo, City Manager/Recorder