

CITY OF MANZANITA
March 5th, 2020
CITY COUNCIL GOAL SETTING WORKSHOP

CALL MEETING TO ORDER: The meeting was called to order at 10:05 am in the Pine Grove Community House by Mayor Mike Scott.

ROLL: Members present were: Mike Scott, Thomas Aschenbrener, Hans Tonjes, Linda Kozlowski, and Steve Nuttall via conference call. Staff Present: Cynthia Alamillo, Nina Jarvis, and Kristin Grasseth. Meeting Facilitator: Madeline Olson.

Preamble: In conducting its business and pursuing the following goals, the City of Manzanita City Council is committed to informing and listening to residents, second homeowners and businesses in identification of and solutions to community issues. The council invites and encourages citizen involvement in the development of City programs and services.

Meeting facilitator Madeline Olson stated that having a preamble to goals is a very important tool. It serves as a guide for how to conduct business and engages as well as informs the community. Councilor Aschenbrener stated that calling it a preamble may not elevate it to the necessary level, and that council may consider changing it to be called a vision statement. Madeline Olson cautioned that a vision statement should be viewed as a separate statement from the preamble to ensure that it does not become simply another goal. Councilor Kozlowski stated that it may be more impactful for our preamble to be an overview of all our goals, rather than a specific thing that needs to be achieved. Olson stated that the vision statement should be created separately and should serve as a tool to pull the strength of the preamble up to a higher, more visible level. Discussion will be continued on resolution for the preamble statement.

Goal One: Complete a plan to relocate City Hall, including the identification of a possible new location, funding strategy and determination of which City services will be consolidated into one building. Complete the accessibility and security improvements to the current City Hall as an interim step.

City Manager Cynthia Alamillo stated that Council worked through a bond to facilitate this goal, however it did not pass. In the meantime, the City did complete accessibility and security improvements to the existing building. A great deal of effort has gone into the continued progression of this goal as the presence of mold in the current building has called for immediate action in relocation. Councilor Aschenbrener stated that council should now focus on funding strategies and determining what services will be provided at the new facility. In addition, council should develop a timeline for the project in order to ensure that it is completed within a reasonable amount of time. Mayor Scott stated that council also must make a decision about what to do with the building that City Hall recently had to vacate due to mold, as well as hiring a project manager to determine the best course of action for Underhill Plaza.

Goal Two: Develop an emergency preparedness plan that will result in increased City capabilities to address a major catastrophic event, including necessary seismic retrofitting of City infrastructure, improved street signage, and pursuit of opportunities for regional preparedness.

City Manager Cynthia Alamillo stated that while the City has done a great deal of work to increase emergency preparedness, staff still needs to be better equipped to handle an emergency. This means that proper supplies are needed, as well as training to make it more feasible for staff to take care of issues throughout the City in the event of an emergency. Councilor Kozlowski stated that within the next three months the Emergency Preparedness group will have an emergency operations plan that is specific to Manzanita. This plan will define critical roles at an emergency level. Councilor Nuttall stated that it would also be beneficial for the city to have a practice scenario in place. City Manager Alamillo stated that we should also focus on improved signage, as well as improving seismic preparedness to buildings. Mayor Scott stated that we should consider adding a pandemic to our emergency response plan as well.

Goal Three: Develop a capital improvements plan that considers financial feasibility and strategies to accomplish projects to improve the storm drainage system, water distribution and storage system, and road system.

City Manager Cynthia Alamillo stated that Public works is in the process of updating the water master plan as well as the storm water master plan which is scheduled to be completed in the summer of 2020. However, the goal as stated is much broader than this. Councilor Nuttall stated that in order to get a clear vision of what is being done to achieve this goal, and ensuring its success, the City should add these items as Capital improvement Projects within the budget. This means that the CIP is reflected into the budget, and the budget is reflected into the CIP. Although many of these projects are already written into the budget, moving them to be Capital Improvement Projects will help to outline the objectives for a five-year plan. This not only creates smaller, more easily achieved goals, but it also allows taxpayers to see where their money is going. City Manager Alamillo stated that this would also help to address unexpected issues which impede the progress of these goals.

Goal Four: Identify a shared vision for the long-term future of the community and strategically direct efforts and resources towards achieving the City Council goals that support the vision while responding to evolving citizen input.

Mayor Scott stated that we are a unique community because we include citizens from many areas – permanent residents, visitors, part timers, etc.. Our city would not be able to be supported without our tourists, which makes them a valuable part of our community. Councilor Nuttall stated that we need to create an effective vision statement which is all inclusive for our community. Councilor Aschenbrener stated that it is important for us to tell a story to our visitors about who we are. We also need to be clear about what the word community represents, and who we wish to include in this. Councilor Kozlowski stated that it is important for us to determine who we would like to include in our community before the vision statement is created. This will require addressing the Urban Growth Boundary and Neah-Kah-Nie to determine if they should be represented as part of our community. Further discussion on this is necessary before a conclusion can be made.

Mayor Scott adjourned the meeting at 12:02 p.m.

**GOAL SETTING SESSION
APPROVED ON THIS 5TH DAY
OF APRIL, 2020**

Michael Scott, Mayor

Attest:

Cynthia Alamillo, City Manager/Recorder