

CITY OF MANZANITA
March 4th, 2020
CITY COUNCIL MEETING

CALL MEETING TO ORDER: The meeting was called to order at 7:00 p.m. in the Pine Grove Community House by Mayor Mike Scott.

ROLL: Members present were: Mayor Mike Scott, Steve Nuttall, Thomas Aschenbrener, and Hans Tonjes, with Linda Kozlowski being excused from the meeting. Staff present: City Manager Cynthia Alamillo, Assistant City Manager Kristin Grasseeth, Finance & Administrative Specialist Nina Jarvis, and Officer John Garcia.

AUDIENCE INTRODUCTION: There were 28 people in attendance.

PUBLIC COMMENTS & COMMUNICATIONS: Mayor Scott stated that the National Guard Colonel sent a thank you to the City for their help in providing aid to the soldiers who were stranded in Manzanita after their bus accident. The City has been collecting donations from community members since the accident and mailing them to the 1,400 soldiers currently deployed in Africa, which has been greatly appreciated by all.

Audience member Scott Galvin requested information from council on the persistent mold issue at the old City hall location. Council advised that he request to have his concerns addressed as an agenda item at a future meeting.

Audience member Randy Kugler stated that he believes his application should have been selected for the budget committee. Mayor Scott stated that Oregon law requires him to appoint individuals based upon his discretion, and he believes he selected the most qualified candidates for the position.

CONSENT AGENDA:

- A. APPROVAL OF MINUTES – February 5th, 2020 Regular City Council meeting and the February 5th, 2020 Special Council Workshop meeting.
- B. APPROVAL OF BILLS FOR PAYMENT

A motion was made by Tonjes, seconded by Aschenbrener to approve the consent that includes approval of the February 5th, 2020 Regular City Council Meeting and February 5th, 2020 Special Council Workshop Meeting; approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager.

COMMITTEE REPORTS:

- A. **Update from the STR Ordinance Oversight Work Group:** Councilor Nuttall stated that the last meeting was very full, with the topic of enforcement processes being reviewed. It was decided that if there is an issue with noncompliance a review process should start at the committee level, and if an appeal is required it should be presented to the planning commission. It was also decided that it may be useful to issue any noncompliant STR a temporary license to continue to operate while they correct the issue. This temporary license would be revoked at the time of renewal if they continue to remain noncompliant. The STR workshop

group remains committed to reaching out to part time residents as well by potentially hosting virtual as well as Saturday meetings. The next scheduled meeting is March 18th, 2020 at 10:00am in the Pine Grove Community Center.

NEW BUSINESS:

A. Proposed Proclamation Manzanita Day (Ketzell Levine) –

Ketzell Levine presented her proposal for a proclamation to make March 31st Manzanita Day. Levine is a horticulturalist who helped create the wonder garden at the Hoffman Center. There has been a recent discovery of two new Manzanita tree species in the City, and Levine would like to create a yearly event to honor the City's namesake tree. This event is intended to be a way to pull residents together to celebrate our wonderful city. There will be free trees to give away, coastal gardening tips, as well as an auction.

A motion was made by Councilor Nuttall, seconded by Tonjes to approve the proclamation making March 31st Manzanita Day. Motion passed unanimously.

B. Recommendation of Off-Season Tourism Promotion Grants –

The Off Season Tourism Promotion Advisory Committee received five applications for the available grant funds to promote off season tourism in our city. The grant funds are available every year and are open for up to four weeks, during which time anyone can apply. This year only four applications were approved by the committee as one did not meet the requirements. The first application is from Oregon Beach Experiences, which will host an off-season scavenger hunt. It has been recommended that they received the full amount of their requested grant of \$3,580.00. The second application is from Manzanita Visitors Center, which will host a travel writers retreat providing writing sessions for the community to attend. It is recommended that they received \$2,000.00 towards their proposal. The third application is from the Hoffman Center, which will host a writing series featuring a famous author event. It is recommended that they receive \$2,500.00 towards their proposal. The final application selected is from the Eugene Schmuck Foundation who would like to host a Golf Tournament at the Manzanita Links Golf Course. Because some core elements of this proposal did not fit in with the requirements of the grant, it is proposed that \$2,248.00 be awarded. A total of \$10,078.00 has been submitted for approval from Council.

A motion was made by Councilor Nuttall, seconded by Aschenbrener to approve the Off-Season Tourism Promotion grants as presented. Motion passes unanimously.

C. Coastal Resilience Grant Agreement –

The City of Manzanita has been awarded a \$5,000 grant from the Department of Land Conservation. This grant will be used to update city zoning ordinances and to evaluate the City's preparedness for the Cascadia Subduction event. The City is working with Emergency Preparedness group and other personnel from the county to begin this important work.

OLD BUSINESS: NONE

CITY MANAGER’S REPORT:

A. Administration Department– Assistant City Manager Kristin Grassetth stated that the temporary relocation to the ambulance quarters was a success. The city has remained operational during the move, with only a two-day closure to the public. Though the new location is still lacking a few accommodations City staff has made it functional. Because of a software upgrade that took place, our City website has been down for several weeks. We are actively working to restore the website and greatly appreciate the public's patience in the meantime. City staff has also completed a recent training conference, in which they were updated on budget law, HR practices, and disaster preparedness. Grassetth also stated that there has been a recent vacancy on the planning commission, and applications will be open to the public until March 31st, 2020 and are available at City Hall.

Miscellaneous:

1. Court will be held at 1:30 on March 20th, 2020 at the Fire Station. The City is trying this new location to see if it better meets the needs of Court. Location may be changed as we move forward.
2. City Council will meet at 10:00 March 5th, 2020 at the Pine Grove Community Center for the annual goal setting session. The public is welcome to attend.

Mayor Scott adjourned the meeting at 8:08 p.m.

**MINUTES APPROVED THIS
8th Day of April, 2020**

Michael Scott, Mayor

Attest:

Cynthia Alamillo, City Manager/Recorder