

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: CITY MANAGER CYNTHIA ALAMILLO

RE: REGULAR COUNCIL MEETING OF MAY 6, 2020

DATE: MAY 1, 2020

Enclosed are the agenda and supplemental materials for your next regular Council meeting. The following is some additional information:

PUBLIC COMMENTS AND COMMUNICATIONS

CONSENT AGENDA

Please see the attached memorandum on this item.

NEW BUSINESS

Resolution declaring a local state of emergency and ratifying actions in response to the state of emergency. *Recommended action: Move to adopt Resolution 20-07, A RESOLUTION DECLARING A LOCAL STATE OF EMERGENCY AND RATIFYING ACTIONS IN RESPONSE TO THE STATE OF EMERGENCY.*

Proclamation Year of Kindness 2020: See the enclosed documents for more information.

Presentation of Indirect Cost Allocation Study (FCS Consultant) Recommended action: *Move to approve the proposed cost allocation methodology, direct staff to continue working with FCS consultant for the 2020-21 Budget and incorporate the results generated by the use of the new cost allocation methodology into the 2020-21 Budget.*

Restructure of Building Department: *Recommended actions: Move to read "AN ORDINANCE AMENDING SECTIONS 1.4, 1.10, 2.1, 2.3, 2.5, 2.6, 2.7, 2.8, 2.9, OF ORDINANCE NO. 96-03 AN ORDINANCE PROVIDING ADMINISTRATION & ENFORCEMENT OF BUILDING CODES" by title only for its first reading and to tentatively approve said Ordinance as of its first reading.*

Move to obtain additional information and public comment on proposed increase in building permit fee schedule.

If Council has enough information:

Move to approve the increase of the 30 hours of building personnel to 40 hours to provide consistent and quality customer service.

Move to terminate the intergovernmental agreement with Cannon Beach for building services.

Resolution Setting City Employee Salaries for 2020-21: *Recommended action: Move to adopt resolution 20-09 setting salary schedule for 2020-21.*

OLD BUSINESS

NONE

CITY MANAGER REPORTS

Department update: This portion of the agenda is a rotating report from the department managers on activities and issues within their departments. This month Judy Wilson will give you an update on the Short-term Rental program activities.

Municipal Court date: At this time, it is still unknown if the May session of the Manzanita Municipal Court would be cancelled due to the state of emergency.

Planning Commission Meeting: At this time, it is still unknown if the May Planning Commission meeting would be cancelled due to the state of emergency.

Financial report: I will distribute the February 2020 report at the Council meeting.

Miscellaneous: I may briefly update the Council on a few other topics at the Council meeting.

Please contact me if you have any questions or comments on this agenda.