

**CITY OF MANZANITA**  
**May 1, 2020**  
**COVID-19 SPECIAL COUNCIL WORKSHOP**

**CALL MEETING TO ORDER:** The meeting was called to order Friday May 1, 2020 at 10:00 am via Zoom.

**ROLL:** Members present: Mike Scott, Steve Nuttall, Thomas Aschenbrener, Hans Tonjes, and Linda Kozlowski

Staff Present: Cynthia Alamillo, Kristin Grassest, Nina Jarvis, Dan Weitzel, Erik Harth, and Dan Haag

**May 1, 2020 COVID-19 SPECIAL COUNCIL WORKSHOP:**

Mayor Scott stated that he has continued his daily calls with the County Leadership Team. This week's discussions focused on finding the balance between the right to freedom of travel, and the right to our citizens health. There is a great sense of urgency to develop a timeline for reopening.

City Manager Alamillo stated that the City has been trying to coordinate an extension to the state of emergency that is currently in place until May 15, 2020. The current focus has been how to safely reopen City facilities, businesses, and Short-Term Rentals. Alamillo has also been working on the 2020-21 budget which will reflect the anticipated loss in revenues due to COVID-19. No decisions have been made on the 4<sup>th</sup> of July parade or the summer Farmers Market. A future City Council meeting will be scheduled to address those events.

Assistant City Manager Kristin Grassest stated that Building and Planning continue to see an increase in activity. There have been some adjustments made to the temporary City Hall facility in order to streamline customer service for each department. Grassest and City Manager Alamillo have been working together to prepare the 2020-21 budget.

Public Works Director Dan Weitzel stated that utility workers are now working four 10-hour shifts a week to help with social distancing, while he will continue his normal schedule of five 8-hour shifts. Daily operations continue as normal, with the focus being mowing, brushing, and park maintenance.

Dan Haag from the Visitors Center stated that he continues to participate in conference calls with Tillamook county and other coastal jurisdictions to discuss the impact of COVID-19 on tourism. Last week Fulcrum distributed over \$17,000 of donations to 23 businesses. Discussions continue about when the Visitors Center will reopen to the public and what best practices will be.

Chief of Police Erik Harth stated that his department continues to operate on the same schedule. Officers Continue to take their temperature prior to each shift and no symptoms of illness have been reported. No major incidents have occurred, and morale remains high.

Nehalem Bay Fire & Rescue Chief Chris Beswick stated that normal staffing would resume in the following week. The department has been able to obtain adequate personal protective equipment and feels confident about their ability to continue supplying it to employees and volunteers.

Councilor Kozlowski stated that the EVCC continues to remain active in their efforts to address COVID-19. Their focus continues to remain on efforts to encourage social distancing and the importance of masks. She encourages meetings in the future to continue communication and to engage the community even after the crisis has ended.

Councilor Nuttall stated that he continues to work with the Short-Term Rental Ordinance Oversight Workgroup to develop strategies for reopening the industry. They have created cleaning guidelines which will be presented at the next Council meeting. The workgroup is also drafting an outline to present which will provide options to Council about how to reopen the industry and what guidelines should be followed when that time does come.

Councilor Tonjes stated he has no new updates to report.

Councilor Aschenbrener stated that there have been no changes in food security and resources continue to be provided to those in need. The modified Farmers market schedule for next weekend will be a great Resource to the community and he encourages local citizens to participate.

**Mayor Scott adjourned the meeting at: 10:32 a.m.**

**MINUTES APPROVED THIS  
3<sup>rd</sup> Day of June, 2020**

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Michael Scott, Mayor

Attest:

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Cynthia Alamillo, City Manager/Recorder

**CITY OF MANZANITA**  
**May 6, 2020**  
**CITY COUNCIL MEETING**

**CALL MEETING TO ORDER:** The meeting was called to order at 7:00 p.m. by Mayor Mike Scott via Zoom.

**ROLL:** Members present were: Mayor Mike Scott, Steve Nuttall, Thomas Aschenbrener, Hans Tonjes, and Linda Kozlowski. Staff present: City Manager Cynthia Alamillo, Assistant City Manager Kristin Grasseeth, Finance & Administrative Specialist Nina Jarvis, Scott Gebhart in Building & Planning.

**AUDIENCE INTRODUCTION:** There were 20 people in attendance.

**PUBLIC COMMENTS & COMMUNICATIONS:** Mayor Scott stated that the City was experiencing a technical difficulty with the Zoom videoconference software. City Attorney James Walker stated that he would recommend the City reschedule the Council meeting in order to satisfy state laws which require at least twenty-four hours prior notice for a public meeting.

City Council discussed holding the meeting on Monday, May 11, 2020 in conjunction with a City Council Special Meeting that was previously scheduled. Due to the large size of this agenda, the meeting may require more than the normal two-hour time frame allotted.

**A motion was made by Councilor Kozlowski, seconded by Councilor Nuttall, to reschedule the May 6, 2020 City Council Meeting due to technical difficulties with the video conference software. The meeting will be held instead on May 11, 2020. Motion passed unanimously.**

**Mayor Scott adjourned the meeting at 7:08 p.m.**

**MINUTES APPROVED THIS**  
**3rd Day of June, 2020**

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Mike Scott, Mayor

Attest:

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Cynthia Alamillo, City Manager/Recorder

**CITY OF MANZANITA**  
**May 8, 2020**  
**COVID-19 SPECIAL COUNCIL WORKSHOP**

**CALL MEETING TO ORDER:** The meeting was called to order Friday May 8, 2020 at 10:00 am via Zoom.

**ROLL:** Members present: Mike Scott, Steve Nuttall, Thomas Aschenbrener, Hans Tonjes, and Linda Kozlowski

Staff Present: Cynthia Alamillo, Kristin Grassetth, Nina Jarvis, Dan Weitzel, Erik Harth, and Dan Haag

**May 8, 2020 COVID-19 SPECIAL COUNCIL WORKSHOP:**

Mayor Scott stated that the beaches in our neighboring city of Cannon Beach have just been closed by the Mayor, and that Seaside beaches have been closed for weeks. Concerns have been raised about this causing an influx of visitors to come to our beaches instead, but it has been determined that closing our beaches would be too difficult to manage or enforce. Discussions instead focused on continuing to block beach access, and possibly creating more signs to raise awareness about the use of masks for visitors that do come.

City Manager Alamillo stated that the City continues to function at their normal capacity despite Staff working from home in order to observe social distancing requirements. She continues her Focus on preparing the 2020-21 budget.

Assistant City Manager Kristin Grassetth stated that there will be no Court or Planning Commission meetings scheduled for the month of May. Court will resume on June 19, 2020.

Public Works Director Dan Weitzel stated that utility workers continue to focus on mowing, brushing and park maintenance. Workers will be spraying a non-toxic weed control that smells like vinegar which citizens may notice when out in the community. It is an all-natural approach that has received great success in the past.

Dan Haag from the Visitors Center stated he had a third meeting with Fulcrum this week and over \$30,000 in donations have been received so far. They will begin their third disbursement to businesses next week. Twenty businesses in our community are participating in a “cyber Friday” which he encourages everyone to support if they are able. Details can be found on his website explore Manzanita under the news section.

Chief of Police Erik Harth stated that his department has no new updates to report. Officers continue to operate on the same schedule and continue to take their temperature prior to each shift. No symptoms of illness have been reported.

Nehalem Bay Fire & Rescue Chief Chris Beswick stated that he has released volunteers to respond to Emergency calls at will. Schedules for staff have returned to normal, however social distancing is still observed whenever possible. The last statewide hospital visit for COVID-19 related illness was reported May 1, 2020 so he remains cautiously optimistic.

Councilor Kozlowski stated that the EVCC continues to remain active in their efforts to address COVID-19. The Medical Reserve Core continues to work with the County on contact tracing which is of the utmost importance. She continues to spread the message of using masks in the community as a form of kindness and compassion.

Councilor Nuttall stated that he continues to work with the Short-Term Rental Ordinance Oversight Workgroup to develop strategies for reopening the industry. The cleaning guidelines have been completed, and they are now working on a video to accompany it. There is a sense of urgency in reopening and he feels Council will need to make a decision on how to move forward soon.

Councilor Tonjes stated he has been encouraged and surprised by the number of merchants in the community who are still not ready to open due to the inability to obtain adequate person protective equipment. He has no new updates to report.

Councilor Aschenbrener stated that Farmers Market manager Emily Volmer has done an excellent job of coordinating the efforts for the drive-thru farmers market scheduled for May 9, 2020. They are almost sold out of product which he feels is a wonderful sign of encouragement.

**Mayor Scott adjourned the meeting at: 10:53 a.m.**

**MINUTES APPROVED THIS  
3<sup>rd</sup> Day of June, 2020**

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Michael Scott, Mayor

Attest:

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Cynthia Alamillo, City Manager/Recorder



**CITY OF MANZANITA**  
**May 11, 2020**  
**CITY COUNCIL MEETING**

**CALL MEETING TO ORDER:** The meeting was called to order at 10:00 a.m. via Zoom by Mayor Mike Scott.

**ROLL:** Members present were: Mayor Mike Scott, Steve Nuttall, Thomas Aschenbrener, Hans Tonjes, and Linda Kozlowski Staff present: City Manager Cynthia Alamillo, Assistant City Manager Kristin Grassest, Public Works Director Dan Weitzel, License & Ordinance Specialist Judy Wilson, Finance & Administrative Specialist Nina Jarvis, Utility Worker & Code Enforcement Scott Gebhart, and FCS Consultant Martin Chaw

**AUDIENCE INTRODUCTION:** There were 78 people in attendance

**CONSENT AGENDA:**

- A. APPROVAL OF MINUTES – April 8, 2020 Regular City Council Meeting, April 3, 2020 COVID-19 Special Council Workshop, April 10, 2020 COVID-19 Special Council Workshop, April 17, 2020 COVID-19 Special Council Workshop, April 24, 2020 COVID-19 Special Council Workshop, April 9, 2020 Special City Council Meeting, April 22, 2020 Special City Council Meeting, April 27, 2020 Special City Council Meeting
  
- B. APPROVAL OF BILLS FOR PAYMENT

**A motion was made by Tonjes, seconded by Kozlowski to approve the consent that includes approval of the April 8, 2020 Regular City Council Meeting, April 3, 2020 COVID-19 Special Council Workshop, April 10, 2020 COVID-19 Special Council Workshop, April 17, 2020 COVID-19 Special Council Workshop, April 24, 2020 COVID-19 Special Council Workshop, April 9, 2020 Special City Council Meeting, April 22, 2020 Special City Council Meeting, April 27, 2020 Special City Council Meeting; approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager.**

**COMMITTEE REPORTS:**

**Update from the STR Ordinance Oversight Work Group:** Councilor Nuttall introduced a plan for reopening the Short-Term rental industry that includes three phases which will begin on May 29, 2020 and span the entire month of June. Renters will be limited to renting at 50% capacity for phase one, 70% capacity for phase two, and 100% capacity for phase three. In addition, 24-hours will be required in between each guest leaving and cleaner entering. Nuttall also stated that the workgroup has been working hard to develop new guidelines for cleaners that address protecting against the virus. They are also working on best practices for if a guest becomes ill during or 14 days after their stay.

**NEW BUSINESS:**

**A. Resolution continuing a local state of emergency** – Mayor Scott proposed that Council move to extend the state of Emergency declared on March 18, 2020. The extension would remain in effect until May 29, 2020, the same date that Short-Term rentals will reopen at 50% capacity.

**A motion was made by Kozlowski, seconded by Nuttall to approve the resolution continuing the local state of emergency until May 29, 2020. Motion passed unanimously.**

**B. Proclamation Year of Kindness 2020** – City Manager Alamillo stated that the Proclamation Year of Kindness 2020 was developed to enhance the sense of community in Manzanita. It aims to remind residents and second homeowners to practice kindness whenever possible, and to all work together to form a more inclusive community. It also focuses on the use of masks as an act of caring. The Proclamation will be mailed out to each Manzanita resident and will also be available online.

**C. Presentation of Indirect Cost Allocation Study (FCS Consultant)** – FCS Consultant Martin Chaw gave a presentation on the Indirect Cost Allocation study results. He also presented his proposal for preparing a citywide indirect cost allocation plan, as well as a proposal on how to implement the results of this plan.

**A motion was made by Nuttall, seconded by Aschenbrener 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.**

**D. Restructure of Building Department** – Assistant City Manager Kristin Grasseth Presented a proposal to restructure the City Building Department. The proposal includes adding definitions to the current ordinances that enforce building codes, adjusting building fees to match those of our neighboring jurisdictions, and implementing the E-Permitting program. The restructure also includes increasing the hours of our building personnel to 40 hours per week while simultaneously terminating our contract with the City of Cannon Beach.

**A motion was made by Aschenbrener, seconded by Kozlowski to move forward with the proposal to obtain public comment for fee increases, as well as to increase the hours of building personnel to 40 hours per week. Motion passed unanimously.**

**A motion was made by Kozlowski, seconded by Tonjes to terminate our contract with the City of Cannon Beach. Motion passed unanimously.**

**E. Resolution setting City employee salaries for 2020-21** – City Manager Alamillo Presented a resolution to hold Cost of Living pay increases scheduled for July 2020 due to the economic uncertainty caused by COVID-19. In December 2020 Council will evaluate the City's financial standing and determine if the pay increases are appropriate.



**A motion was made by Aschenbrener, seconded by Nuttall to approve the resolution setting City employee salaries for 2020-21. Motion passed unanimously.**

**F. Discussion on 4<sup>th</sup> of July Parade** – City Manager Alamillo stated that our neighboring cities have cancelled many of their summer events, and due to the restrictions of public gatherings with 25 people or more, she proposed that the City cancel their annual 4<sup>th</sup> of July parade.

**A motion was made by Aschenbrener, seconded by Tonjes to cancel the annual Manzanita 4<sup>th</sup> of July Parade. Motion passed unanimously.**

**A motion was made at 12:30 p.m. by Tonjes, seconded by Nuttall to extend the May 11, 2020 City Council Meeting by thirty minutes.**

**G. Discussion of Manzanita Farmers Market (Summer)** – Farmers Market Manager Emily Volmer presented a proposal for the operation of the weekly Manzanita Farmers Market that is scheduled to begin June 12, 2020. Her proposal included three options of operation which include varying levels of social distancing. Volmer recommends that the City operate under the same guidelines that were used at the special event farmers market May 9, 2020 and reevaluate restrictions as we move forward if appropriate.

**A motion was made by Kozlowski, seconded by Nuttall to approve the Manzanita Farmers Market using the same protective guidelines that were adopted for the May 9, 2020 event. Motion passed unanimously.**

**H. Resolution 20-10 designating grant agent** – Public Works Director presented a plan to obtain federal grant money which would allow the City to update our reservoir system. This resolution allows him to be the main contact for the grant opportunity.

**A motion was made by Kozlowski, seconded by Nuttall to approve Resolution 20-10 designating Public Works Director Dan Weitzel as grant agent for the City. Motion passed unanimously.**

**A motion was made at 1:00 p.m. by Tonjes, seconded by Nuttall to extend the May 11, 2020 City Council Meeting by fifteen minutes.**

**OLD BUSINESS: NONE**

**CITY MANAGER'S REPORT:**

**A. Short-Term Rental** – City Manager Alamillo stated that License and Ordinance Specialist Judy Wilson would not be presenting a Managers Report as her department has no updates aside from what was already presented by Councilor Nuttall on behalf of the STR Workgroup.

**Miscellaneous:**

1. Court will be cancelled for the month of May in order to observe social distancing requirements.
2. The May 18, 2020 Planning Commission Meeting has been cancelled due to no agenda items.
3. The May 19, 2020 Short-Term Rental Ordinance Oversight Workgroup has been cancelled due to no agenda items.
4. The Budget Meeting will hold their first Meeting on May 13, 2020, second meeting on May 18, 2020, and final meeting on May 19, 2020.

**PUBLIC COMMENTS & COMMUNICATIONS:** A community member commented on a trail that goes through private property which has recently been blocked off to the public by the owner. The community has expressed concern over the closing of this trail and has asked the City to consider working together to provide an alternative walkway for citizens. Possible solutions were discussed, and Council agreed that it was an issue which would be addressed at a future meeting.

**Mayor Scott adjourned the meeting at 1:12 p.m.**

**MINUTES APPROVED THIS  
3<sup>rd</sup> Day of June 2020**

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Michael Scott, Mayor

Attest:

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Cynthia Alamillo, City Manager/Recorder

**CITY OF MANZANITA**  
**May 15, 2020**  
**COVID-19 SPECIAL COUNCIL WORKSHOP**

**CALL MEETING TO ORDER:** The meeting was called to order Friday May 15, 2020 at 10:00 am via Zoom.

**ROLL:** Members present: Mike Scott, Steve Nuttall, Thomas Aschenbrener, Hans Tonjes, and Linda Kozlowski

Staff Present: Cynthia Alamillo, Kristin Grassest, Nina Jarvis, Dan Weitzel, Erik Harth, and Dan Haag

**May 15, 2020 COVID-19 SPECIAL COUNCIL WORKSHOP:**

Mayor Scott stated that the County has begun phase one of reopening. He encourages the community to follow guidelines of wearing masks and social distancing whenever possible. Other facilities such as public restrooms and City parks continue to remain closed, but efforts are being made on a coordinated reopening of both.

City Manager Alamillo stated that she continues her work on the preparation of the 2020-21 budget, the first draft of which was presented to the committee this week. She will also be coordinating efforts on how/when to reopen the City parks and restrooms. It is with great sadness that she reports Council voted to cancel the 2020 4<sup>th</sup> of July Parade due to COVID-19.

Assistant City Manager Kristin Grassest stated that her focus has been on reopening City Hall and making any necessary adjustments to ensure that social distancing is observed as much as possible in the small space. Building and Planning will be moving into the same office in order to streamline Customer service as the departments continue to remain very active.

Public Works Director Dan Weitzel stated that utility workers continue to focus on mowing, brushing and park maintenance. His focus has been on preparations for reopening the public restrooms and parks.

Dan Haag from the Visitors Center stated that most businesses are remaining closed despite phase one reopening of the County. Retailers are working on best practices for regulating mask usage among customers and ways to keep only one-two shoppers in stores at a time. Haag has been working with the Hoffman Center on mask signage for the community.

Chief of Police Erik Harth stated that there will be a protest in Seaside this weekend, and he has scheduled an extra officer to be on-call incase any activity makes it way to our community. Last weekend he noticed many people not wearing masks out in the community. Although officers cannot enforce the use of masks, they are trying to send positive messages into the community to encourage people to comply with these guidelines.

Nehalem Bay Fire & Rescue Chief Chris Beswick stated that the office is scheduled to reopen with normal business hours on June 1, 2020. There will be a planning drill next week, with volunteers in small groups and maintaining a six-foot distance from one another. The COVID-19 antibody tests arrived, and so far, 40 volunteers and family members had been tested.

Ben Cox from Oregon State Parks stated that conversations continue to focus on the reopening of state Parks. Decisions are still made on a by County basis, with Clatsop and Tillamook both unready yet. Arcadia, Manhattan and hug point will likely be the first parks to reopen, with Oswald West and

Nehalem Bay State Park not opening until after May.

Councilor Kozlowski stated that the EVCC continues to remain active in their efforts to address COVID-19. She has been working with the Hoffman Center on their signage about the encouragement of masks and reports that retailers have really stepped up to help raise awareness about this important issue. A member of our community generously donated 100 disposable masks, which will be available to visitors. Cloth masks have also been donated which will be available for residents.

Councilor Nuttall stated that it was decided Short-Term Rentals will reopen May 29, 2020 at a 50% capacity. All the cleaning documents for the Short-Term Rental Ordinance Oversight Workgroup have been completed and will be available on the website soon. The workgroup will continue to work on best practices as we move forward with the reopening. He encourages the community to be kind and accepting as we begin to allow visitors back to our small city.

Councilor Tonjes has no new updates to report.

Councilor Aschenbrener stated that Farmers Market was a huge success and is encouraged by the results. he continues to monitor food scarcity both nationwide and locally and reports that our community has been able to fulfill demands. He also had his first meeting with the ‘beach cluster’ unity of EVCC, and urges leaders not to forget the ability to connect through Zoom, even after this crisis is over. Councilor Aschenbrener suggested that we make wearing masks fun and fashionable to encourage their use.

**Mayor Scott adjourned the meeting at: 10:54 a.m.**

**MINUTES APPROVED THIS**

**3<sup>rd</sup> Day of June, 2020**

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Michael Scott, Mayor

Attest:

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Cynthia Alamillo, City Manager/Recorder

**CITY OF MANZANITA**  
**May 22, 2020**  
**COVID-19 SPECIAL COUNCIL WORKSHOP**

**CALL MEETING TO ORDER:** The meeting was called to order Friday May 22, 2020 at 10:00 am via Zoom.

**ROLL:** Members present: Mike Scott, Steve Nuttall, Thomas Aschenbrener, Hans Tonjes, and Linda Kozlowski

Staff Present: Cynthia Alamillo, Kristin Grasseeth, Nina Jarvis, Dan Weitzel, Erik Harth, and Dan Haag

**May 22, 2020 COVID-19 SPECIAL COUNCIL WORKSHOP:**

Mayor Scott stated that the last COVID-19 Special Council Workshop will be on May 29, 2020. This is also the day that Short-Term Rentals in our community open at a 50% capacity, and he encourages the community to practice kindness and acceptance, and to stay home if they feel unsafe. The Tillamook County Courthouse is scheduled to reopen to employees May 26, 2020, and to the public on June 8, 2020. Day use and overnight camping areas around the county remain closed this weekend.

City Manager Alamillo stated that COVID-19 has created a divide between the community and our second homeowners and visitors. She has launched a social media campaign called “Manzanita, my home” to encourage kindness and compassion as we begin to open up our community. Community members are encouraged to send in pictures of themselves enjoying the beauty of our City. There are also postcards available at the Visitors Center for people to mail to friends and family with a kind note inside.

Assistant City Manager Kristin Grasseeth stated that her focus continues to be preparing City hall for reopening to the public. Desks have been moved to observe social distancing, and partitions will be installed as well. Employees will be returning to the office June 1, 2020 and hours will be Monday-Friday 9:00 – 4:00 and Friday by appointment only.

Public Works Director Dan Weitzel stated that the Visitors Center restrooms will be opening this weekend, as well as the Park (though restrooms will remain closed at this location). Public Works has an adequate amount of personal protective equipment and necessary cleaning supplies as well. Cleaning practices have been modified to include disinfecting, and restrooms will not be cleaned twice a day.

Dan Haag from the Visitors Center stated that the Visitors Center will be reopening this weekend with Restricted access. His hours will be Friday from 12:00 – 4:00 and Saturday-Sunday from 11:00 – 3:00. He will have masks to distribute to anyone who would like one as well.

Chief of Police Erik Harth stated that officers continue to operate on a normal schedule, and also continue to take their temperature before each shift with no illnesses reported. He plans to have an officer out in the community whenever possible this weekend to help encourage the use of masks.

Councilor Kozlowski stated that the EVCC continues to remain active in their efforts to address COVID-19. She continues to work with the Hoffman Center on getting creative signage for the community that encourages the use of masks. Many community members have been donating cloth Masks, and the City hopes to distribute them to any visitors who are in need over the weekend.

Councilor Nuttall stated that the Short-Term Rental Ordinance Oversight Workgroup has continued

their work on safely reopening the industry next week. Committee member Amy VanDyke has created A training program for cleaners which can serve as a guide for best practices. The video will be presented at a meeting next week and available on the City website thereafter. The workgroup is not expecting a great influx of visitors upon reopening as reservations are so far at less than 50% capacity.

Councilor Tonjes stated that while it is still too early to know how COVID-19 will impact real estate, he has remained busy with his clients.

Councilor Aschenbrener stated that he recommends the City plan an incident response briefing In July or August to discuss how the community and City responded to COVID-19, and how we Can adjust our responses in the future to be better prepared for the unexpected.

**Mayor Scott adjourned the meeting at: 10:33 a.m.**

**MINUTES APPROVED THIS  
3<sup>rd</sup> Day of June, 2020**

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Michael Scott, Mayor

Attest:

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Cynthia Alamillo, City Manager/Recorder



**CITY OF MANZANITA**  
**May 29, 2020**  
**COVID-19 SPECIAL COUNCIL WORKSHOP**

**CALL MEETING TO ORDER:** The meeting was called to order Friday May 29, 2020 at 10:00 am via Zoom.

**ROLL:** Members present: Mike Scott, Steve Nuttall, Thomas Aschenbrener, Hans Tonjes, and Linda Kozlowski

Staff Present: Cynthia Alamillo, Kristin Grassest, Nina Jarvis, Dan Weitzel, Erik Harth, and Dan Haag

**May 29, 2020 COVID-19 SPECIAL COUNCIL WORKSHOP:**

Mayor Scott stated that after 72 days and two extensions the City of Manzanita is in its final day operating under a state of emergency. Today also marks his 46<sup>th</sup> and final daily video which have been very well received in the community. Tillamook County has reported no new cases of COVID-19 since April 14, 2020 and has had no deaths or hospitalizations since the outbreak began. Tillamook County Leadership calls will also be ending today but will continue again if the need arises.

City Manager Alamillo stated that Oregon State Parks still have not decided on a firm date for reopening, but are tentatively planning on June 5, 2020. There will be no yurts available for rent at Nehalem Bay State Park, and the County plans to maintain no parking on Ocean Ave until further notice. Alamillo would like to thank all staff and City Council members for their nonstop support and dedication. She would also like to thank the community for their patience and kindness during this difficult and uncertain time.

Assistant City Manager Kristin Grassest stated that the reopening of City Hall is postponed until June 15, 2020 due to internet issues that will require an extensive rewiring of the building. Staff will continue to remain fully functioning as they work from home. City Hall will be open to the public by appointment only.

Public Works Director Dan Weitzel stated that all the public restroom are now open and fully operational. All restrooms are cleaned twice a day, and extra precautions are being taken to remain as safe as possible. The new swing set for the playground will be installed next week if whether permits. While hand sanitizer is still difficult to find, he continues to try and hopes that he will soon be able to Install sanitizing stations throughout the City.

Dan Haag from the Visitors Center stated that the reopening of the Visitors Center last week was a success. Visitors and members of the community were receptive to using masks, and he provided them all throughout the weekend. Donations of masks continue to be received, and he has been handing them out whenever possible. Fulcrum has another meeting scheduled for May 30, 2020 which is expected to be the last. Donations are down now but are still being encouraged as the unemployment rate for Tillamook County is at a staggering 18%, with many still not having received a payment despite qualifying.

Chief of Police Erik Harth stated that officers continue to operate on a normal schedule, and also continue to take their temperature before each shift with no illnesses reported. Complaints about citizens not adhering to social distancing have been down. He continues to cite people parking illegally at Oswald West and Nehalem Bay State Park.

Chief Beswick of Nehalem Bay Fire & Rescue reported that call volume has been down, but they are



Starting to see an increase as people return to the area. The office will open to the public June 1, 2020.

Councilor Kozlowski stated that she continues her work with EVCC and the Medical Reserve Core to address best practices for contact tracing in the community. This practice is critical for limited exposure and preventing an outbreak in our community. The Hoffman Center has just finished their outreach to the community for creative, fun and positive signage promoting the use of masks. Citizens can expect to see these around town soon. Over 200 cloth masks have been generously donated to the community which are being distributed to visitors and residents alike. She would like the community to help change the culture of masks to make them a fun and fashionable item that when worn show kindness and caring.

Councilor Nuttall stated that the Short-Term Rental Ordinance Oversight Workgroup has been focused on delivering their training program to all cleaners in the community. The video (along with other helpful documents) is also on the City website for anyone who is interested in viewing it. They have also been working on developing a contact tracing form that visitors can fill out in order to provide information on who they may have had contact with should they become ill. In addition, the workgroup is also developing guidelines for visitors on what to do should they become ill while still in their rental. Despite Short-Term rentals opening this weekend at 50% capacity, reservations are still down, and a big influx of visitors is not expected.

Councilor Tonjes stated that visitors and community members have been respectful of the restrictions that business owners have placed on the number of customers allowed in the store at a time. The requirement of masks in stores has also been well received and he remains optimistic that this culture of respect and understanding will continue.

Councilor Aschenbrener stated that he will continue to monitor food security throughout the summer. Although the supply at food banks has remained steady, he speculates that as unemployment continues to increase this may become more of a problem. He also expects that as demand increases on the supply chain for food and other household supplies, the food bank may have trouble in obtaining adequate supplies. A large shipment of shelf stable milk has just been received which will help many throughout the community. Many farmers in the area plan to donate fresh fruits and vegetables as well.

**Mayor Scott adjourned the meeting at: 10:45 a.m.**

**MINUTES APPROVED THIS  
3<sup>rd</sup> Day of June, 2020**

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Michael Scott, Mayor

Attest:

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Cynthia Alamillo, City Manager/Recorder