

CITY OF MANZANITA
July 8, 2020
CITY COUNCIL MEETING

CALL MEETING TO ORDER: The meeting was called to order July 8, 2020 at 7:00 p.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 Grassetth, Police Chief Erik Harth, Public Works Director Dan Weitzel, Finance & Administrative Specialist Nina Jarvis, and Building Official & Code Enforcement Scott Gebhart

AUDIENCE INTRODUCTION: There were 38 people in attendance

CONSENT AGENDA:

- A. APPROVAL OF MINUTES – June 3, 2020 City Council Meeting, June 26, 2020 COVID-19 Council Workshop
- B. APPROVAL OF BILLS FOR PAYMENT

A motion was made by Tonjes, seconded by Aschenbrener, to approve the consent that includes approval of June 3, 2020 City Council Meeting, June 26, 2020; approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager. Motion passed unanimously.

COMMITTEE REPORTS:

Update from the STR Ordinance Oversight Work Group: Workgroup member Jo Newhouse Stated that March-June was spent addressing COVID-19, but the group would be resuming its normal agenda schedule as of July. This month's discussions will be about neighborhood livability and regulatory improvements. Safety and inspection issues will be addressed, as well as the discussion about a possible survey for homeowners and agencies in the community. The goal of the survey would be to identify complaints and give the community the opportunity to make suggestions for improvement. Councilor Nuttall stated that there have been several complaints about the recommended 24-hour vacancy window between rentals, and the group will be addressing these guidelines as we move forward. Short Term Rentals are now operating at 100% capacity, and although reservations are still down for this time of year, renters remain operational.

NEW BUSINESS:

A. Public Hearing: Reapplication Retail Liquor Permit (Left Coast) – City Manager Cynthia Alamillo stated that local restaurant Left Coast has reapplied for a Retail Liquor License. The business previously had the license, but inadvertently let it lapse and therefore must reapply. Mayor Scott opened the public hearing at 7:12 pm. Mayor Scott asked for public

comments on the reapplication for a Retail Liquor Permit from Left Coast. The public hearing was closed at 7:13 pm.

Motion was made by Nuttall, seconded by Tonjes to recommend to the OLCC that a limited on-premises be granted to the Left Coast. Motion passed unanimously.

B. Public Hearing: Proposed building fees and Resolution 20-08 establishing a fee schedule for building permits– Building Official & Code Enforcement Scott Gebhart stated that expenditures have now exceeded revenues in the Building Department, creating the need for a reevaluation of permit fees. Based on an evaluation of fee schedules from our neighboring Cities, the department is proposing a combination of new and adjusted fees as outlined in Resolution 20-08. It is recommended that the proposed fee schedule not be implemented until September 1, 2020 to allow time for contractors to make the adjustment to their fees as well. The epermitting platform is scheduled to go live in September as well. Mayor Scott opened the public hearing at 7:24 pm. The public hearing was closed at 7:26 pm.

Motion was made by Aschenbrener, seconded by Kozlowski to approve Resolution 20-08, as resolution establishing a fee schedule for building permits. Motion passed unanimously.

C. Resolution stating a state of emergency and ratifying actions in response to the state of emergency – City Manager Cynthia Alamillo stated that the City initiated a second state of emergency June 23, 2020 in response to COVID-19. Resolutions 20-20 and 20-15 were created in response to this state of emergency and allow the City to require face coverings inside City limits.

Motion was made by Tonjes, seconded by Kozlowski to approve Resolutions 20-20 and 20-15 stating a state of emergency and ratifying actions in response to the state of emergency. Motion passed unanimously.

D. Discussion on Farmers Market – City Manager Cynthia Alamillo stated that the Manzanita Farmers Market has withdrawn its request to lift restrictions for the market. Therefore, this agenda item has been removed.

E. Discussion on new City Hall – Project Manager Carter MacNichol presented his findings on the condition of the structure at Underhill Plaza. His evaluation was based both on the current condition as well as past reports. The building has a severely deteriorated foundation and significant differential settling. Additional testing would be required to know if the foundation can be used to support a remodeled structure. MacNichol stated that while a new building will have a higher first- time cost, it will have a much longer life and provide a higher level of operating efficiency. Therefore, it is the recommendation of Project Manager MacNichol that the City pursue the design and construction of a new City Hall facility following removal of the existing structures on the Underhill Site.

Motion was made by Aschenbrener, seconded by Tonjes to accept the recommendation of Project Manager Carter MacNichol to pursue the design and construction of a new City

Hall facility following the removal of the existing structures on the Underhill Site. Removal of Quonset Hut to be determined at a later date.

F. Discussion on 166 Third St (Anderson) – City Manager Cynthia Alamillo stated that the owners of 166 Third St have retained legal council in this matter. Therefore, this agenda item has been removed.

OLD BUSINESS:

A. Update on Building Department – Assistant City Manager Kristin Grassetth stated that the restructuring of the department has gone according to schedule. The department is working on adjustments to Ordinance 20-01 which will address dealing with violations. The Ordinance is still in draft form and the first reading will be held at the August 5, 2020 City Council Meeting.

B. Update on the public walking trail (South Cherry) – Community member Stan Myers provided an overview of the preliminary work done by the trail group. Issues of erosion, ADA accessibility requirements and funding were addressed. Council would like to see a prioritized timeline of items that need to be completed and what the cost for each item will be. Council formed a Consensus for the City to continue working with the trail group to provide additional information on the trail requirements and costs.

CITY MANAGER’S REPORT:

A. Police Department – Police Chief Erik Harth stated that this year’s Fourth of July was the quietest holiday he has seen. There were some citations issued for fireworks, but no citations for intoxication or late-night disturbances. Officers did however receive some negative comments from visitors. There have been no complaints from citizens about the requirement of masks, and the BLM group has caused no problems with their demonstrations.

Miscellaneous:

City Manager Cynthia Alamillo stated that the virtual Fourth of July celebration was a huge success and would like to thank everyone who participated. There were 2000 views on the City Facebook page, and 4000 views on the North County News Facebook page.

1. Court held on July 17, 2020 at the Fire Station. Court remains closed to visitors.
2. The Planning Commission will meet July 20, 2020 at 4:00 p.m. via zoom.
3. The Short-Term Rental Ordinance Oversight Workgroup will meet July 21, 2020 at 10:00 a.m. via zoom.
4. There will be a COVID-19 Special Council Workshop on July 10, 2020 at 10:00 via zoom.

PUBLIC COMMENTS & COMMUNICATIONS: None

Mayor Scott adjourned the meeting at 9:22 p.m.

**MINUTES APPROVED THIS
5th Day of August, 2020**

Michael Scott, Mayor

Attest:

Cynthia Alamillo, City Manager/Recorder