

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: ASSISTANT CITY MANAGER KRISTIN GRASSETH

RE: REGULAR COUNCIL MEETING OF DECEMBER 9, 2020

DATE: DECEMBER 1, 2020

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

CONSENT AGENDA

Please see the attached memorandum on this item.

NEW CITY HALL:

Update on the New City Hall Project and Manzanita Listens Survey – Council President Kozlowski

COMMITTEE REPORTS:

A member of the Short-Term Rental Work Group Oversight Committee will give the Council an update on Committee discussions.

NEW BUSINESS:

RESERVOIR STUDY UPDATE – Memorandum from Public Works Director to be sent out as Monday December 7, 2020 as additional materials.

RESOLUTION 20-24 DECLARING A LOCAL STATE OF EMERGENCY – Please see attached memorandum and resolution from City Manager.

Recommended action: Move to approve Resolution NO. 20-24, A Resolution declaring a local State of Emergency, mandating the wearing of face coverings on Laneda Avenue, capping indoor social get together and ratifying actions in response to the State of Emergency.

CITY MANAGER RECRUITMENT – Please see attached City Managers report.

OUTSIDE CITY PLANNING SERVICES – Please see attached memorandum from Assistant City Manager Kristin Grasseth.

Recommended Action: Move to approve the hiring of the firm Morgan CPS Group to provide Planning Services on behalf of the City of Manzanita.

CONTRACT WITH CARTER MACNICHOL – Extend contract with Carter MacNichol to continue to serve as project manager for the New City Hall project and allow Interim City Manager to sign Contract amendment #1 extending contract up to April 15, 2020.

Recommended Action: Move to approve contract extension with Shiels Oblettz Johnsen Inc and have Carter MacNichol continue to serve as Project Manager for the New City Hall Project Manager and allow Interim City Manager John Kunkel to sign contract extension on behalf of the City.

OLD BUSINESS:

PLANNING FEE INCREASE RESOLUTION 20-23 – Please see attached memorandum.

Recommended action: Move to approve Resolution NO. 20-23, a Resolution Establishing a fee schedule for Land Use/Development.

CHERRY STREET TRAIL – City Attorney James Walker letter to Council will be sent out Monday December 7, 2020 as additional materials

CITY MANAGER'S REPORT:

166 THIRD STREET NORTH (NUISANCE) – Verbal update to be given

STAFF COLAS – Verbal update to be given

NEW ELECTRONIC READER SIGN – Verbal update to be given

ODOT TRAIL GRANT APPLICATION – Verbal update to be given