

CITY OF MANZANITA
April 6, 2022
CITY COUNCIL REGULAR SESSION

1. **CALL MEETING TO ORDER:** The meeting was called to order April 6, 2022 at 6:00 PM. via Zoom by Mayor Mike Scott.

ROLL: Members present were: Mayor Mike Scott, Linda Kozlowski, Steve Nuttall, Hans Tonjes, and Jerry Spegman. Staff present: City Manager Leila Aman, Public Works Director Dan Weitzel, Finance & Administrative Specialist Nina Aiello, Municipal Court Clerk Ashley Myers, and License and Ordinance Specialist Judy Wilson.

2. **AUDIENCE PARTICIPATION:** There were 48 people in attendance. There were two comments from the public regarding the effect increased development has on our fresh water within the City, limited comment time during public meetings, and insufficiencies of the webinar meeting platform.

3. **CONSENT AGENDA:**

- A. APPROVAL OF MINUTES – March 9, 2022 City Council Special Workshop, and March 9, 2022 City Council Meeting
- B. APPROVAL OF BILLS FOR PAYMENT

A motion was made by Tonjes, seconded by Nuttall, to approve the consent agenda that includes approval of the March 9, 2022 City Council Special Workshop and March 9, 2022 City Council Meeting; approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager; Motion passed unanimously.

4. **PUBLIC HEARING:**

- A. **Ordinance 22-01 Annexing and Zoning Property Following Consent Filed with the City Council by landowners in Said Area Pursuant to ORS 222.120 AND 222.170; Pine Grove Properties, Inc. - Morgan CPS City Planner Walt Wendowski** - City Planner Wendowski presented the staff report of the application by Pine Grove Properties, Inc. to annex approximately 4.06 acres into the City limits and establish the Medium Density Residential Zone (R-2) on the newly annexed property. The City is subject to provisions in ORS 222.111 and 222.177. The application meets the statutory requirements for annexation. It was the recommendation of the Planning Commission to approve the annexation.

Mayor Mike Scott opened the Public Hearing at 6:29 PM and closed it at 6:50 PM. Ten comments were made.

A motion was made by Kozlowski, seconded by Nuttall, to approve the first reading of Ordinance 22-01 An Ordinance of the City of Manzanita, Oregon, annexing and zoning

property following consent filed with the City Council by landowners in said area pursuant to ORS 22.120 and ORS 22.170; Pine Grove Properties, Inc; Motion passed 3-0 with Tonjes recusing himself and Spegman abstaining.

5. NEW BUSINESS:

A. Tillamook Bay Community College Bond Update – TBCC President Ross Tomlin – TBCC President Ross Tomlin presented the bond update, which will afford TBCC a new building to focus on healthcare education. The 22.4-million-dollar building will provide specialized lab space for existing and new healthcare programs and a community event center. The bond will be for \$14.4 million, costing the taxpayer approximately \$0.19 per thousand dollars taxed annually.

B. Architecture Contract for City Hall – Resolution – City Manager Leila Aman – City Manager Aman presented Resolution 22-04 authorizing the City Manager to execute an agreement with Bearing Architecture for architectural services in an amount not to exceed \$399,845.00. Seven applicants responded to the Request for Proposal, and Bearing Architecture was selected unanimously by the RFP Committee.

A motion was made by Kozlowski, seconded by Tonjes, to approve the Resolution 22-04 A Resolution of the City Council of the City of Manzanita, Oregon, Authorizing the City Manager to execute an agreement with Bearing Architecture for architectural services in an amount not to exceed \$399,845.00; Motion passed unanimously.

C. Special Event Permit – CERT Training – Jo Cooper – Jo Cooper was absent. City Manager Aman presented the Special Event Permit, which will allow Emergency Volunteer Corps of Nehalem Bay the use of Underhill Plaza on June 4, 2022, 10:00 AM to 1:00 PM. The event anticipates 30 participants. Tonjes and Nuttall suggested that Staff explore methods to streamline the process of special event permit applications.

A motion was made by Kozlowski, seconded by Nuttall, to approve the CERT Training Special Event Permit; Motion passed unanimously.

D. Tillamook PUD – Franchise Agreement Renewal – City Manager Leila Aman – City Manager Aman presented the Tillamook PUD Franchise Agreement renewal and has been working closely with them on the terms of the agreement. Tillamook PUD has requested to extend the terms of the agreement from 5 to 10 years. Aman has requested Tillamook PUD contact the City prior to the removal of any tree with a diameter of 6 inches or larger; the request was denied. Council formed a consensus for Aman to renegotiate with Tillamook PUD, keeping the terms of the Agreement renewal at 5 years, and requesting again that they notify the City prior to the removal of any tree with a diameter of 6 inches or larger.

E. Revenue Diversification Committee Discussion – Mayor Mike Scott – Mayor Scott stated the City’s need to diversify revenue. Council formed a consensus for Aman to coordinate with Spegman to begin the process of forming a Revenue Diversification Committee. The committee will be charged with working with a consultant to develop a strategic plan to

diversify the city's resources

6. OLD BUSINESS:

A. Short Term Rental Freeze – Resolution – City Manager Leila Aman – City Manager Aman presented Resolution 22-05 Suspending the Processing and Issuance of New Short Term Rental Licenses in The City for a Period Not to Exceed 36 Months. Council discussed various language edits that would make this Resolution clearer, with a focus on the difference between the use of the words “additional” versus “new”. After discussion and public input, most Councilors agreed that the R-4 and Commercial zones – which are not included under the 17.5% short term rental cap – be excluded from this Resolution and that the number of short-term rental licenses in the capped zones be frozen at the existing number.

A motion was made at 8:32 pm by Tonjes, seconded by Nuttall, to extend the meeting by 30 minutes. Motion passed unanimously.

A motion was made by Nuttall, seconded by Tonjes, to approve Resolution 22-05 Suspending the Processing and Issuance of New Short Term Rental Licenses in the Capped Zones City for a Period Not to Exceed 36 Months as amended to exclude the R-4 and Commercial zones. Motion passed 4-1 with Spelman objecting.

7. CITY MANAGER REPORT:

A. City Manager Leila Aman – City Manager Aman gave an update on the foregone application that was denied by the State, and Aman is working with the City Attorney on next steps for the moratorium. The City's website now has 60 new subscribers. Lastly, Aman encouraged listeners to apply for the Short-Term Rental Committee and to submit their nominations for Citizen of the Year.

8. INFORMATION AND ADJOURN:

1. Manzanita Municipal Court will be held on April 8, 2022 at 1:30 pm. Court continues to remain closed to the public.

2. Planning Commission will be held April 18, 2022 at 4:00 pm through video conference. The meeting agenda, materials and link can be found on the City website.

3. Budget Committee Meeting will be held April 18, 2022 at 1:00 pm through video conference. The meeting agenda, materials and link can be found on the City website.

Mayor Scott adjourned the meeting at 8:43 PM.

**MINUTES APPROVED THIS
4th Day of May, 2022**

Michael Scott, Mayor

Attest:

Leila Aman, City Manager