



MEMORANDUM

To: Mayor and City Council

Date Written: April 26, 2023

From: Leila Aman, City Manager

Subject: **May 3, 2023, City Council Meeting**

1. CONSENT AGENDA

A. Updated Salary Resolution

Council is asked to approve by consent an updated Salary Schedule Resolution to include the Senior Utility Worker Position. That position was literally cut off the bottom of the Resolution approved in April. There are no other changes.

2. NEW BUSINESS

A. Recology Rate Increase

Dan Blue, Government and Community Affairs Manager will be sharing information related to Recology's proposed Rate increase. Ordinance 21-03 establishes the Franchise Agreement between the City and Recology. Section 6 Rates and Service Charges establishes a schedule of services and rates. The City Council is authorized to modify the schedule of services and rates by Resolution. Section 6(4) provides criteria for the council to consider in determining the appropriate rate or rate adjustment to be charged by the Franchise. Dan Blue will present the proposed rate changes to the city council for consideration and if approved the Council will be asked to approve a Resolution to change the Rates.

Attachments: RS_5A_1_Recology Franchise Agreement ORD

RS_5A_2_Recology Western Oregon

RS_5A_3_Waste Collection Rates Resolution

RS_5A_4_Manzanita Proposed Rates July 23

B. County Legislative Housing Update / HB 406

Tillamook County Community Development Director Sarah Absher will be joining our council meeting to share some updates on the County's legislative work on housing and the work of the housing commission. The Commissioner will be asking for Council support for HB 406 which would make the provisions of Oregon's Middle Housing Code applicable to Tillamook County including Manzanita. HB 2001 which implemented Oregon's middle housing code essentially requires that middle housing be allowed in all areas throughout the city. Allowed housing types are based on the size of a lot. Middle housing includes accessory dwelling units (ADU) duplexes (which are currently allowed on every lot in Manzanita) tri-plex's, quadplexes, townhomes, cottage clusters (think Classic Street Cottages).

Attachments: RS_5B_1_SB 406 Draft

C. Memorandum of Understanding with Lower Nehalem Community Trust

The Lower Nehalem Community Trust (LNCT) has been providing restoration and stewardship of Elk Meadows Park a property owned by the City of Manzanita. In 2019 the City and LNCT have partner formally through a Memorandum of Understanding. Since that time LNCT and the City have delivered on many of the original elements of that MOU. LNCT has completed a tremendous amount of work on the site and continues to not only maintain but significantly enhance the park. The MOU currently provides \$800 per year to LNCT to support these extraordinary efforts. Staff are proposing to increase that fee to \$2,000 per year. Staff have also been coordinating directly with LNCT to provide woodchips, materials as needed and mowing of the fields.

Attachments: RS_5C_1_LNCT-City MOU

D. 4th of July Parade Event Permit

Erin Laskey has been leading the effort to organize the 4th of July Parade. They are requesting the use of Underhill Plaza for staging the parade. The event permit includes details and staff have been coordinating with Erin and her team to ensure aa successful execution of the event. Council is being asked to review and approve the Event Permit.

**Attachments: RS_5D_1_Fourth of July Parade Special Permit
RS_5D_2_Parade Route**

E. OLCC Permit Approval – MacGregors Whiskey Bar

MacGregors whiskey bar has changed ownership. The Governing Body approval is required by the OLCC to issue a new Liquor License. Renewals are handled by the Chief of Police.

Attachments: RS_5E_1_MacGregors OLCC Liquor License Application

F. Ordinance 23-01 Repealing and Replacing Section 14 of Ordinance 94-6 Relating to Overnight Camping in the City of Manzanita – First Reading.

Council is asked to conduct the first reading and vote for approval of Ordinance 23-0.

Attachments: RS_5F_1_Ordinance 2023-1 Final

**G. Stop Sign Proposal – Cherry Street and High Street
See Staff Report**

**Attachments: RS_5G_1_2023-03-29 Staff Report
RS_5G_2_2023-03-30 Intersection**

**H. City Manager Contract Discussion and Approval of Amendments
Council President Linda Kozlowski will review the process for the City Managers Annual review and discuss proposed changes to the City Managers Contract.**

I. Appointment Process Approval

By Charter, the Mayor appoints committee members provided for under the Rules of the Council except for the Budget Committee. State law requires approval of the full governing body for Budget Committee. With respect to other committee appointments the City Council amended the Council Rules of Procedure in August 2022. The current city council adopted updated rules on Feb 8, 2023, at its regular meeting adding a second Councilor to the process and allowing the Mayor a final review and recommendation of the slate of appointees. The council confirmed with the City attorney this process results in a “serial meeting” which is not allowed. The Council has updated the process to address this issue.

Attachments: RS_5I_1_Final Committee Selection Process Redline