



## CITY OF MANZANITA

167 5<sup>th</sup> Street – Manzanita Oregon 97130

P.O. Box 129, Manzanita, OR, 97130-0129

Phone: (503) 812-2514 | Fax: (503) 812-2514 | TTY Dial 711

[ci.manzanita.or.us](http://ci.manzanita.or.us)

### COUNCIL REGULAR SESSION

Pine Grove Community Center

<https://ci.manzanita.or.us>

### AGENDA **updated**

May 7, 2025

06:00 PM Pacific Time

**Council will hold this meeting at the Pine Grove Community Center**

**Video Information:** The public may watch live on the

[City's Website: ci.manzanita.or.us/broadcast](http://ci.manzanita.or.us/broadcast)

or by joining via Zoom:

<https://us02web.zoom.us/j/85927825499?pwd=hF7bxj0AR4CMEa8KIDWPaxaKUq89MC.1>

Meeting ID: 859 2782 5499 Passcode: 850917

Call in number: +1 253 215 8782

If you would like to submit written testimony to the City Council on items included on the agenda, please send your comments to [cityhall@ci.manzanita.or.us](mailto:cityhall@ci.manzanita.or.us) and indicate the agenda item and date of meeting.

**Note:** Agenda item times are estimates and are subject to change

#### 1. CALL TO ORDER (6:00 p.m.)

#### 2. AUDIENCE PARTICIPATION

Comments must be limited to city business topics that are not on the agenda. A topic may not be discussed if the topic record has been closed. All remarks should be directed to the whole Council. The presiding officer may refuse to recognize speakers, limit the time permitted for comments, and ask groups to select a spokesperson. **Comments may also be submitted in writing before the meeting, by mail, e-mail (to [cityhall@ci.manzanita.or.us](mailto:cityhall@ci.manzanita.or.us)), or in person to city staff**

#### 3. CONSENT AGENDA

Consent items are not discussed during the meeting; they are approved in one motion and any Council member may remove an item for separate consideration.

##### A. Approval of Minutes

- a. April 09, 2025, Regular Session
- b. April 14, 2025, Special Session
- c. April 15, 2025, Budget Work Session
- d. April 16, 2025, Work Session

**B. Approval of Bills**

**4. INFORMATION**

- A. City Manager Report**  
Leila Aman, City Manager
- B. Citizen of the Year Process**  
Dave Dillon

**5. NEW BUSINESS**

- A. Fourth of July Parade Event Permit**  
Laura Bailey, Parade Volunteer
- B. City Manager Expenditure Authority**  
Leila Aman, City Manager
- C. Planned Use Development (PUD) Zoning Ordinance and Map Amendment**  
Leila Aman, City Manager

**6. OLD BUSINESS**

- A. Recology Rate Resolution**  
Leila Aman, City Manager
- B. Approval of Rule Change for Limiting Driving on the Ocean Shore**  
Jerry Spegman, Councilor

**7. COUNCIL UPDATES**

**8. ADJOURN (7:50)**

**Meeting Accessibility Services and Americans with Disabilities Act (ADA) Notice**

The city is committed to providing equal access to public meetings. To request listening and mobility assistance services contact the Office of the City Recorder at least 48 hours before the meeting by email at [cityhall@ci.manzanita.or.us](mailto:cityhall@ci.manzanita.or.us) or phone at 503-812-2514. Staff will do their best to respond in a timely manner and to accommodate requests. Most Council meetings are broadcast live on the [ci.manzanita.or.us/broadcast](http://ci.manzanita.or.us/broadcast).



## CITY OF MANZANITA

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### MEMORANDUM

To: City Council

Date Written: May 5, 2025

From: Leila Aman, City Manager

Subject: **May 7, 2025, City Council Regular Session**

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#### 4. INFORMATION

##### A. CITIZEN OF THE YEAR PROCESS

Dave Dillion will provide an overview of the annual Citizen of the Year process.

#### 5. NEW BUSINESS

##### A. JULY 4<sup>TH</sup> PARADE PERMIT APPLICATION

The fourth of July Planning Committee will be requesting a permit to use Underhill Plaza, and to block Division and Laneda and Manzanita Streets for the purpose of holding the annual 4<sup>th</sup> of July parade.

##### B. CITY MANAGER EXPENDITURE AUTHORITY

Currently, the City Manager position does not have an established expenditure authority. In order to increase operational efficiency and improve responsiveness to city needs, staff recommends that Council approve a resolution granting the City Manager expenditure authority for purchases and contracts up to \$50,000. This authority would align with best practices for municipal management and ensure that routine operational expenses can be handled in a timely manner while preserving Council oversight for larger financial commitments

##### C. **PLANNED UNIT DEVELOPMENT ZONING ORDINANCE AND MAP AMENDMENT**

Staff are confirmed that an amendment, even an overlay requires 25 days' notice. This will now be before the council in July.

**6. OLD BUSINESS**

**A. RECOLOGY RATE RESOLUTION**

Dan Blue, Government and Community Affairs Manager shared Recology recent financial report with the City Council at the April 16, 2025 work session and proposed a 2.10 percent rate increase. Staff have prepared a Resolution for City Council to implement this rate increase effective July 1, 2025.

**B. APPROVAL OF RULE CHANGE FOR LIMITING DRIVING ON THE OCEAN SHORE**

Councilor Spegman will provide an update on the decision-making process related to Driving on the Ocean Shore. Council is asked to adopt a Resolution concurring with the Oregon Parks and Recreation Department staff report and recommendation.



CITY OF MANZANITA  
APRIL 9, 2025  
CITY COUNCIL REGULAR SESSION

**1. CALL TO ORDER:** The meeting was called to order on April 9, 2025, at 6:01pm at the Pine Grove Community Center by Council President Linda Kozlowski.

**Roll:** Council members present: Linda Kozlowski, Jerry Spegman, Brad Hart and Tom Campbell. Council members present via Zoom: Kathryn Stock. Staff present: City Manager Leila Aman, Police Sergeant Mike Sims, Public Works Director Rick Rempfer, Public Works Operation Manager Russell Ranier, and Assistant City Recorder Nancy Jones. Staff Present via Zoom: Accounting Manager Nina Crist, Development Services Manager Scott Gebhart. Panelist's present: Tillamook County Commissioner Mary Faith Bell, Neah Kah Nie School Superintendent Tyler Reed, and Farmers Market Manager Carolina Lysse. Panelist's present via Zoom: EVCNB MRC Jo Cooper

**2. AUDIENCE PARTICIPATION:** There were 10 people in attendance, 12 attended via zoom, 14 attended via website. There were no public comments.

**3. CONSENT AGENDA:**

- A. APPROVAL OF MINUTES –
  - a. March 05, 2025, Regular Session
  - b. March 12, 2025, Work Session
  - c. March 18, 2025, Special Session

B. APPROVAL OF BILLS FOR PAYMENT

**A motion was made by Hart, seconded by Campbell, to approve the consent agenda that included approval of the March 05, 2025, Regular Session Minutes; March 12, 2025, Work Session Minutes; March 18, 2025, Special Session Minutes; Approved payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager; Motion passed unanimously.**

**4. INFORMATION:**

**A. City Manager Report - City Manager Leila Aman**

-City Manager Leila Aman introduced Public Works Director Rick Rempfer and recognized his recent accomplishments. Public Works Director Rick Rempfer introduced Russell Ransier who was recently hired as the new Public Works Operations Manager and spoke about his duties.

-Aman provided an update on the Nehalem Bay State Park project and said that the project is making progress. She reported that it is expected to re-open a portion of the park by July 1, 2025, however reservations continue to be blocked out until fall.

-Aman provided an update to the City Hall project. She announced that most of the finishes have been completed and reported that countertops will be installed tomorrow. She noted that the installation of the reclaimed wood has begun and communicated that the generator and solar systems have been installed. The project remains on schedule, on budget, and the city is aiming for a substantial completion of May 16<sup>th</sup>, 2025. She said that delivery of the furniture is scheduled for June 2, 2025.

-Aman spoke about the Classic Street Connection Project. She said that the Request for Proposal (RFP) and contract is almost complete, and the next step is to send it out to bid. She explained that the bidding process will be open for three weeks and will require a Request for Proposal (RFP) and Qualification from bidding companies.

-Aman announced that the Manzanita City Park has been reopened and will be on regular maintenance schedule moving forward.

-The Planning Commission meeting has been re-scheduled for April 21, 2025, at 4pm. This meeting will be reviewing the housing code amendments of the Comprehensive Plan. She stated that it is the goal to have an Ordinance presented to the Council in June.

-Aman announced that Cody Aucoin has declined the Project Manager position.

-Aman reported that the city is now taking nominations for the Citizen of the Year 2025.

## **5. NEW BUSINESS:**

### **A. Transient Lodging Tax (TLT) Ballot Measure – Tillamook County Commissioner Mary Faith Bell**

Tillamook County Commissioner Mary Faith Bell spoke about an initiative that will be on the voters' ballot on May 20, 2025, to increase the transient Lodging Tax (TLT) from ten percent to fourteen percent. She communicated that if the voters pass this measure, the tax would be raised in two steps. The first increase would be raised to twelve percent in September 2025 and then fourteen percent in July 2026. She stated that the revenue generated will go to the Tillamook County Sheriff's Office, Emergency Management Department, and help maintain the county's new public radio system. She encouraged everyone to vote yes on Ballot Measure 29-183.

Allowed for public comment: There were two public comments.

### **B. Supplemental Budget – City Manager Leila Aman**

Council President Linda Kozlowski opened the public hearing at 6:43pm

City Manager Leila Aman asked the city council to authorize a supplemental budget for fiscal year 2024/2025. She explained the supplemental budget process and presented two actions. One action relates to the construction of city hall and explained that the timing of invoices and debt proceeds planned during the budget process resulted in variances where payment and debt

proceeds occurred in fiscal year 2024/2025 instead of 2023/2024. The second action relates to the building fund whereby the city anticipates conducting plan reviews on two commercial buildings requiring additional expenditures not previously budgeted.

Allowed for public comment: There were no public comments.

Council President Linda Kozlowski closed the public hearing at 6:56pm

**A motion was made by Campbell to accept Resolution 25-10 Authorizing Budget Supplemental for Fiscal Year 2024-2025. Seconded by Spegman; Motion passed unanimously**

**C. City Manager Contract – Council President Linda Kozlowski**

Council President Linda Kozlowski spoke about City Manager Leila Aman's performance review, shared her accomplishments, and said that she exceeds expectations. She asked the council to approve a five percent salary increase.

**A motion was made by Hart to Increase City Manager Leila Aman's Salary by Five Percent. Seconded by Campbell; Motion passed Unanimously.**

**D. Short-Term Rental Policy Recommendation – Mayor Kathryn Stock**

Council President Linda Kozlowski spoke about council reaching a consensus about how to manage short-term rental numbers through growth, proximity and occupancy controls. She specified three options to manage rental growth (A) Percentage Based Growth, seventeen and a half percent of total houses. (B) Fixed License Ceiling Cap. (C) Incremental Growth allows for an increase of two per year. There was a consensus of the council to keep commercial districts and residential districts separate and that the cap will not apply to the commercial zone.

She spoke about the density/proximity measurement plan that measures short-term rental density limiting five rentals in a one-hundred-foot radius catchment area. There was a consensus from the council to count high occupancy homes (5 or more bedrooms) as two when calculating proximity. She spoke about occupancy limits and changing the current occupancy number from two per bedroom plus four to two per bedroom plus two. The maximum number of occupants would not exceed fourteen, regardless of the number of bedrooms, except for infants under the age of two.

**A motion was made by Hart to move forward with Growth Policy Option C. Incremental Growth allowance for the number of licenses to increase by two per year. Seconded by Campbell; Councilor Jerry Spegman voted no; Motion passed.**

**A motion was made by Campbell to move forward with a Density Proximity Limiting Five Rentals in a one-hundred-foot radius catchment area; Occupancy will be calculated as two per bedroom plus two with a Maximum number of Fourteen. Seconded by Spegman; Motion passed unanimously.**

**E. Farmers Market Memorandum of Understanding (MOU) – City Manager Leila Aman**

City Manager Leila Aman announced that Carolina Lysse is the new manager of the Farmers Market. She presented a five-year Memorandum of Understanding (MOU) between the city and the farmer's market and said that it is a long-term, non-binding commitment that strengthens the market's stability and allows for consistency.

Farmers Market Manager Carolina Lysse spoke about her new role and communicated that she wants to enhance the community space through layout changes to increase accessibility and flow. She asked for any local community groups and non-profits interested in having a booth at the market for a week or two to reach out. She spoke about Snap benefits, double up food bucks and specified that she would like to increase the community involvement and encouraged people to volunteer.

**A motion was made by Spegman to accept the Memorandum of Understandings (MOU) to be executed between the City of Manzanita and the Farmers Market. Seconded by Hart; Motion passed unanimously.**

**6. INFORMATION:**

**A. Neah Kah Nie School District Bond – School Superintendent Tyler Reed**

Superintendent of Neah Kah Nie School Tyler Reed spoke about a ballot measure that will be on the voters' ballot on May 20, 2025. He presented a history of school funding and shared the different revenue streams that the school district receives funding from; property taxes, timber, and federal/state grants. He stated that the school district relies heavily on timber revenue and explained how the revenue is collected. He stated that the timber harvest revenue has dropped substantially this year likely due to the Habitat Conservation Plan (HCP) and stated the School District is currently at a deficit of \$2,775,037. He explained that the district is seeking an Operation Levy from the voters and said the funds would go directly into the general fund to be collected for a period of five years. He explained the difference between real market and assessed home values and how to calculate the amount that individuals would be assessed each month if this Levy is approved. He communicated that the current ballot measure is for an operation Levy of \$.75 per \$1,000.00 of assessed property value and provided examples. For more information visit [nknsd.org/levy](http://nknsd.org/levy).

**B. Emergency Volunteer Corp of Nehalem Bay (EVCNB) Shelters, Medical Reserve Corps (MRC) Information – EVCNB MRC Jo Cooper and Velda Handler**

Emergency Volunteer Corp of Nehalem Bay Jo Cooper invited everyone to the emergency shelter exercise scheduled for Saturday May 3<sup>rd</sup> from 11:30am until 1:15pm. For more information visit [evcnb.org/events-and-training](http://evcnb.org/events-and-training).

**C. Fourth of July Fireworks Prevention – Police Sergeant Mike Sims**

Police Sergeant Mike Sims spoke about the city's plan to prevent the use of illegal fireworks on the fourth of July. He communicated that all four officers and the code enforcement officer will be on duty to be in the neighborhoods to do their best to keep illegal fireworks out of city limits. He communicated that two reader boards will be posted in the city, and he presented flyers that will be distributed to short-term rental properties.

Allowed for public comment: There was one public comment.

## **7. COUNCIL UPDATES:**

Council members took turns sharing information and updates of what they were involved in for the month.

## **8. INFORMATION AND ADJOURN:**

- The next Planning Commission meeting is scheduled for April 21, 2025, at 4pm.
- Manzanita Municipal Court will be held April 11, 2025, at 1:30pm, and is open to the public.

**Council President Linda Kozlowski adjourned the meeting at 9:00PM.**

**MINUTES APPROVED THIS  
7<sup>th</sup> Day of May, 2025**

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Kathryn Stock, Mayor

Attest:

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Leila Aman, City Manager

**CITY OF MANZANITA**  
**APRIL 14, 2025**  
**CITY COUNCIL SPECIAL SESSION**

**1. CALL MEETING TO ORDER:** The meeting was called to order on April 14, 2025, at 4:01pm via Zoom by Council Mayor Kathryn Stock.

**ROLL:** Members present: Kathryn Stock, Linda Kozlowski, Jerry Spegman, Brad Hart and Tom Campbell. Staff present: City Manager Leila Aman, and Development Services Manager Scott Gebhart. Panelist: Souvanny Miller with Miller Nash, 3J Consulting City Contract Planner Scott Fregonese, Jerry Jones with Macher, Dana Krawczuk with Stoel Rives, Ralph Henderson with Mackenzie, Schuyler Smith with Polyphon, and Ben Pray with Home First Development Partners.

**2. Land Use Hearing – Appeal of Manzanita Pines – Planned Unit Development for a 60-Unit Affordable, Multi-Family Housing Project**

Mayor Kathryn Stock spoke about the land use “de novo” hearing and explained the order of business. She stated that all testimony, arguments and evidence must be directed towards the applicable criteria. She specified that an appeal was filed by Amy Gunter with Rogue Planning on behalf of Steve Albrechtsen on a Planned Use Development (PUD) application number 25001, a 60-unit affordable multi-family housing project. She communicated that the council’s decision will be based on planned unit development criteria listed in Ordinance 95-04 section 4.136 and Special Residential/Recreation (SRR) zone standards in section 3.030.

Mayor Stock opened the public hearing at 4:06pm.

-Mayor Stock asked if any citizens had any objections to the notice that was posted about this de novo hearing; There were no objections.

-Mayor Stock asked if any citizens had an objection of the council’s authority to hear and consider this case; There were no objections.

Declaration of council ex-parte contact:

-President Linda Kozlowski stated that she has visited the site twice and has listened to the February 10<sup>th</sup> Planning Commission meeting twice.

-Councilor Jerry Spegman stated he visited the site once and met with Jim Pence in either August or September of 2023 and watched the public forum meeting on August 21, 2023.

-Councilor Brad Hart stated that we watched the February 10<sup>th</sup> Planning Commission meeting twice and drove by the site.

-Councilor Tom Campbell stated he listened to the February 10<sup>th</sup> Planning Commission meeting and had driven by the site several times and walked the property once.

-Mayor Kathryn Stock stated she has driven by the site several times.

Order of Business:

-Staff presentation – No time limit

-Applicant Presentation - 20 minutes

-Public Comments in favor– 5 minutes each

-Public Comments opposed - 5 minutes each

-Public Comments neutral – 5 minutes each

-Applicant rebuttal – 10 minutes

City Council Special Session

April 14, 2025

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#### Staff Presentation/ No time limit:

City Contract Planner Scott Fregonese communicated that the city received a planned unit development application to construct a 60-unit affordable multi-family housing project. He summarized the application and said it consists of five buildings, a clubhouse, playground, picnic area, bicycle spaces and vehicle parking. He presented the staff report, spoke about the 4.62-acre property, displayed a map, and explained the property zoning. He spoke about supporting documents and studies that have been completed on the site and explained three development modifications: 1- An increase in building height from 28'6" to 37'2". 2- A reduction in the front yard setback from twenty feet to ten feet. 3- A reduction in parking spaces from 2 spaces per unit to 1.6 spaces per unit. He reported on the appeal the city received and spoke about the de novo hearing request. He stated that the appeal focuses on three things 1- Procedure matters. 2- The need for variance, front yard setback, building height, parking. 3- Sufficient access to the new street. He addressed all appellants appeal requests and staff's response to each. He specified to the city council that staff recommend they uphold the Planning Commission's approval of this project.

#### Applicant Presentation / 20 min:

Dana Krawczuk with Stoel Rives communicated that today's presentation has been tailored to the issues stated in the appeal. She addressed the variance set back, building height and parking concerns as compared with Senate Bill (SB) 1537 and presented a testimony letter dated March 27<sup>th</sup>. Jerry Jones with Macher presented additional details of the project and spoke about the height request to allow for 9-foot ceilings. He proposed additional self-imposed conditions of approval, adding a privacy fence on the eastern border of the property, recording a legal instrument permanently reserving the 1.88 acres natural area as open space, and making reasonable efforts to protect existing vegetation within a ten-foot buffer along the eastern edge of the property. Ralph Henderson with Mackenzie provided an overview of the project, spoke about the buildings, utilities and construction of Legacy Place (formally Loop Road). Schuyler Smith with Polyphon spoke about conforming with the Manzanita's Code and Comprehensive Plans, vehicle parking, bike access and the intent to leave a section of the property undeveloped. Ben Pray with Home First spoke about the specifics of the design and building plans.

#### Public Comments/ 5 Min Each:

There was one comment in support of the application.

There were six comments in opposition to the application.

There were four neutral comments regarding the application.

#### Applicant Rebuttal / 10 minutes

Ralph Henderson with Mackenzie stated that all code requirements for new improvements will be met. Schuyler Smith with Polyphon spoke about site location concerns, the layout of the project and vegetation preservation. He stated that the property slopes and explained building ADA requirements. Dana Krawczuk with Stoel Rives spoke about the front yard setback and addressed procedural questions. Jerry Jones with Macher acknowledged questions that were raised during the hearing and spoke about codes and standards of extraction and compaction during construction.

Mayor Stock closed the public hearing at 6:21pm.

Council Deliberation:

The council took turns asking questions from the applicant, attorney and city staff. There are three options before the council:

1. Uphold the Planning Commission approval adopting the findings and conditions in the order.
2. Uphold the Planning Commission approval adopting modified findings and/or conditions.
3. Reverse the Planning Commission approval, denying the application.

A consensus of the council chose option two: To uphold the planning commission's approval with conditions that were presented by the applicant and to make an amendment to the findings. Added conditions: A- Add a privacy fence on the eastern border of the property. B- Record a legal instrument permanently reserving the 1.88 acres natural area as open space. C- Make reasonable efforts to protect existing vegetation within a ten-foot buffer along the eastern edge of the property. There was an amendment to clarify in the findings that it is either 10% or one story of the increased building height whichever is greater, to reflect Senate Bill (SB) 1537 requirements.

**A motion was made by Spegman to Upholding the Planning Commission's approval and adopt modified findings and/or conditions to the Planning Commission order and/or staff report. Seconded by Campbell: Motion passed unanimously.**

The next steps are for staff to prepare a final order for the mayor's signature that adopts and incorporates the findings that were discussed in the motion and during deliberation.

**4. Adjourn:** Mayor Kathryn Stock adjourned the meeting at 7:04pm.

**MINUTES APPROVED THIS  
7<sup>th</sup> Day of May, 2025**

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Kathryn Stock, Mayor

Attest:

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Leila Aman, City Manager



**CITY OF MANZANITA**  
**APRIL 15, 2025**  
**BUDGET COMMITTEE WORK SESSION**

**1. CALL MEETING TO ORDER:** The meeting was called to order by Mayor Kathryn Stock at 10:04am April 15, 2025, via Zoom.

**ROLL:** Members present: Kathryn Stock, Linda Kozlowski, Jerry Spegman, Brad Hart, Tom Campbell, Chip Greening, Kit Keating, Joy Nord, Jeffrey Sonshine, and Shawn Koch. Staff Present: City Manager Leila Aman, Accounting Manager Nina Crist, Police Chief Erik Harth, and Assistant City Recorder Nancy Jones.

**2. Appointment of Budget Committee Chair:** Mayor Kathryn Stock asked for budget committee chair nominations. Kit Keating nominated Chip Greening, and he declined. Chip Greening nominated Joy Nord, and she accepted.

**A motion was made by Greening, seconded by Kozlowski to nominate Joy Nord for Chair of the Budget Committee. Motion passed unanimously.**

**3. FY 2024/2025 Third Quarter Financial Review:** Accounting Manager Nina Crist presented the fiscal year 2024/2025 third quarter general financial review. She shared the amount of revenues received from collections, transient lodging tax (TLT), other agencies, professional services and explained the breakdown of each category. She shared the earned interest rate changes and explained that most of the amount recorded for Planning Services, under Professional Services, is for the Comprehensive Plan update.

**4. Budget Process Overview:** City Manager Leila Aman presented an overview of the budget process and announced future meeting dates: April 29<sup>th</sup>, April 30<sup>th</sup>, May 6<sup>th</sup>, and May 28<sup>th</sup>. She spoke about the role of the budget committee and the main function of the members. She stated that the final authority rests on the city council for final budget approval.

**5. Orientation to the 2025/2026 Budget Document:** City Manager Leila Aman presented fiscal year 2025/2026 government fund structure definitions, explained fund allocations, and presented a breakdown of the General and Proprietary Funds. She shared a city organizational chart and spoke about the department budget and the breakdown of staff in each fund.

**6. FY 2025/2026 General Resources and Requirements Overview:** City Manager Leila Aman presented a budget worksheet and explained each section. The worksheet shows historical actuals, the current fiscal year budgeted and actual amounts, and next fiscal year budgeted projections. She spoke about general fund, revenue, and expenditure highlights and stated that the general fund and water utility are in solid financial positions.

**7. ADJOURNMENT:** Chair Joy Nord adjourned at 11:33am

**MINUTES APPROVED THIS  
7<sup>th</sup> Day of May, 2025.**

\_\_\_\_\_  
Kathryn Stock, Mayor

Attest:

\_\_\_\_\_  
Leila Aman, City Manager

**CITY OF MANZANITA**  
**APRIL 16, 2025**  
**CITY COUNCIL WORK SESSION**

**1. CALL MEETING TO ORDER:** The meeting was called to order on April 16, 2025, at 2:07pm via Zoom by Mayor Kathryn Stock.

**ROLL:** Members present: Kathryn Stock, Linda Kozlowski, Jerry Spegman, Brad Hart, and Tom Campbell. Staff present: City Manager Leila Aman, Accounting Manager Nina Crist, and Assistant City Recorder Nancy Jones. Panelist present: Recology Government Relations Manager Dan Blue.

**2. RECOLOGY – FINANCIAL REVIEW –** Recology Government Relations Manager Dan Blue  
Recology Government Relations Manager Dan Blue provided an overview of Recology and said they are a garbage and recycling company that only serves the west-coast. He spoke about the current collection rates, proposed a 2.1 percent rate increase across all lines of service, and provided a cost breakdown of the increase. There was a consensus from the council to move ahead with the 2.1 percent rate increase. A resolution will be prepared for the council to adopt at a future meeting. The new rates will go into effect on July 1, 2025.

**3. CITY HALL SERVICE EXPECTATIONS –** City Manager Leila Aman  
City Manager Leila Aman led a discussion about service expectations when the new city hall opens to the public. She recommended that reception hours for city hall would be Monday through Thursday 9am until 4pm, with access on Fridays by appointment. She presented questions and ideas about the general use of council chambers and the conference room. She suggested that community groups, non-profit and government entities would be able to utilize the two rooms with a reservation during normal business hours. She spoke about restricted parking spaces, restricted police station access, and restricted access to the administrative section of the building. She communicated that the public bathrooms will be available during office hours and special events, and she announced that the voters ballot box will be relocated to the new city hall location.

Aman said that furniture is scheduled to be installed in the first week of June, and staff will start to move into the building during the second or third week of June. She anticipates that council regular sessions, council work sessions, and the planning commission meetings will be in-person with zoom access beginning in August. There was a discussion about a grand opening celebration and the council selected a tentative date for the grand opening to be Saturday July 26<sup>th</sup>.

**5. ADJOURN:** Mayor Stock adjourned the meeting at 3:29pm.

**MINUTES APPROVED THIS**  
**7<sup>th</sup> Day of May 2025**

\_\_\_\_\_  
Kathryn Stock, Mayor

Attest:

Leila Aman, City Manager

## BILLS FOR APPROVAL OF PAYMENT

**From 4/01/2025 - 4/30/2025**

[illegible]

## BILLS FOR APPROVAL OF PAYMENT

**From 4/01/2025 - 4/30/2025**

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
DCBS (BLDG SURCHARGE)	\$4,821.97			\$4,821.97						
EC COMPANY (ELECTRICIAN SERVICES)	\$660.00									\$660.00
ERICKSON EXCAVATING (RELEASE OF PERF. BOND)	\$2,375.00	\$2,375.00								
EVERGREEN AUTO (VEHICLE MAINT.)	\$1,346.00			\$1,346.00						
FERGUSON (MTRLs & SUPP.)	\$595.96									\$595.96
GRAND PEAKS (FINANCE CONSULTANT)	\$4,978.40	\$4,978.40								
HASCO (FUEL)	\$2,027.14		\$616.96	\$74.45		\$61.36		\$306.79	\$108.56	\$859.02
HEADLIGHT HERALD (ADVERTISING)	\$331.70	\$331.70								
KLOSH (OWNERS REP.)	\$3,012.68						\$3,012.68			
LARRY BLAKE (MUNICIPAL JUDGE)	\$400.00				\$400.00					
LAURIE MILLER (STAFF REIMBURSEMENT)	\$35.00									\$35.00
MANZ. LUMBER (MTRLs & SUPP.)	\$41.11									\$41.11
MAX HALVERSON (STAFF REIMBURSEMENT)	\$175.00		\$175.00							
MILLER NASH (CITY ATTORNEY)	\$44,383.00	\$19,475.74						\$7,442.36		\$17,464.90
MIKE SIMS (STAFF REIMBURSEMENT)	\$99.42		\$99.42							
OLD REPUBLIC SURETY (BOND INSURANCE)	\$600.00	\$300.00								\$300.00

# BILLS FOR APPROVAL OF PAYMENT

From 4/01/2025 - 4/30/2025

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
ONE ELEVEN (IT SERVICES)	\$4,060.00	\$4,060.00								
ONE ELEVEN (EQUIPMENT)	\$5,026.67						\$4,507.86		\$518.81	
OR. DEPT REV (FINES & ASSMNTS.)	\$650.00				\$650.00					
PACIFIC OFFICE (PSTG & COPIER)	\$178.75	\$142.30								\$36.45
PSI (UNIFORM)	\$86.40							\$43.20		\$43.20
PSU (HATFIELD FELLOW)	\$8,900.00	\$8,900.00								
RICHARD GRAVES (ENGINEER)	\$2,625.00						\$2,625.00			
RTI (PHONE SERVICE)	\$495.60	\$96.12	\$97.30							\$302.18
SILVERSMITH DATA (GIS SUB.)	\$571.00									\$571.00
SEA CLEAN (ROOF REPAIR & MAINT.)	\$5,200.00							\$2,200.00		\$3,000.00
SUNSET CONSTRUCTION (PARK REPAIR)	\$6,829.44								\$6,829.44	
SWEET SEPTIC (PORTABLE TOILETS)	\$295.00								\$295.00	
TILL. CO. CREAMERY (MTRLS & SUPP.)	\$224.00									\$224.00
TILL. CO. PAYABLE (FINES & ASSMNTS.)	\$224.00				\$224.00					
TCVA (VC COORD.)	\$7,429.01								\$7,429.01	
TPUD (ELECTRICITY)	\$4,756.18	\$1,080.91	\$271.66			\$101.17		\$609.00	\$127.13	\$2,566.31

## BILLS FOR APPROVAL OF PAYMENT

From 4/01/2025 - 4/30/2025

VENDOR	TOTAL	ADMIN	POLICE	BLDG	COURT	PARKS	CH EXP	ROADS	Visitors Center	WATER
US BANK (CITY VISA)	\$3,960.29	\$217.89	\$280.84		\$128.69		\$2,562.00	\$287.55	\$53.97	\$429.35
VALVOLINE (VEHICLE MAINT.)	\$125.97		\$125.97							
VERIZON (TELEPHONE)	\$1,322.03	\$338.76	\$344.24	\$111.10					\$112.20	\$415.73
WALTER WENDOLOWSKI (CITY PLANNER)	\$880.00	\$880.00								
WASHINGTON FED (VISITORS CENTER NOTE)	\$25,433.76								\$25,433.76	
WINDSOR (CIVIL ENGINEER)	\$104,571.83							\$63,178.35		\$41,393.48
<b>TOTALS</b>	<b>\$811,664.88</b>	<b>\$58,312.46</b>	<b>\$2,141.37</b>	<b>\$6,353.52</b>	<b>\$4,044.30</b>	<b>\$162.53</b>	<b>\$550,663.66</b>	<b>\$76,589.02</b>	<b>\$41,755.78</b>	<b>\$71,642.24</b>



## Citizen of the Year Nominations Open

Nominations are now being accepted for the 2025 Manzanita Citizen of the Year.

Each year the City seeks to honor those persons who have made a major contribution to the Manzanita community as a community leader, business leader, volunteer, educator, and/or creative artist.

To qualify for the honor, the nominee must be a resident of Manzanita, live within the Manzanita Urban Growth Boundary, or operate a business in Manzanita. Currently serving elected officials and City employees are not eligible. The Citizen of the Year may be an individual or couple who performs any volunteer community service that benefits our citizens.

A committee made up of former Citizens of the Year will meet in late May to consider the nominations and select the individual or couple to be honored this year. The selectee/s will be announced at the June 4 meeting of the City Council.

The Citizen(s) of the Year will serve as Grand Marshal(s) of the Manzanita Fourth of July Parade.

Nominations must be in writing and submitted no later than 5 p.m., Thursday, May 22, 2025 to: Manzanita Citizen of the Year Committee, c/o City Hall, PO Box 129 Manzanita, OR 97130.

Nominations can also be emailed to [cityhall@ci.manzanita.or.us](mailto:cityhall@ci.manzanita.or.us)



**City of Manzanita**  
**Application for Special Event Permit**

Date of request: 7 April 2025

Person making request: Laura E. Bailey

Mailing address: 444 Second Street Manzanita OR 97130

Phone number: 5033683401 Cel number: 4066709491

Organization (if applicable): Manzanita 4th of July Parade Committee

Type of event: Parade

Date(s): 7/4/2024 to \_\_\_\_\_ Hours: 1pm to 2pm

Location: Laneda Avenue, Manzanita Avenue; field behind City Hall for staging

(check which apply) Public Event: ☒ Private Event: ☐ Charitable: ☐ Profit: ☐

Non-profit: ☐ Public Property Used: ☒ Private Property Used: ☐

Estimated attendance: 4500

Police, Fire or Medical support available or needed? Yes: ☒ No: ☐

Restrooms Available: Yes: ☒ No: ☐ Handicap Accessible: Yes: ☒ No: ☐

Alcohol Served/Sold/Consumed: Yes: ☐ No: ☒ Type: \_\_\_\_\_

Live Entertainment: Yes: ☒ No: ☐ Type: Parade Participants

Describe Event Support Staff: EVCNB CERTs, public works, and citizen volunteers

Describe Parking Conditions: No parking on Laneda and Manzanita Ave the morning of the 4th until 2:30pm.

Briefly Describe Nature of Event (attach map if needed for clarification or if requested)

We're grateful for the continuing support of the City for the Parade. As in years past, we use field behind City Hall to stage parade participants; cars line up on Manzanita Ave.

Staging will begin at 10am and the parade begins at 1pm.

Parade route will be begin at intersection of Division St & Laneda Avenue, continue via Ocean, Portland, and Manzanita Ave, and ends at Division & Manzanita Ave.

Parade concludes around 2:30pm

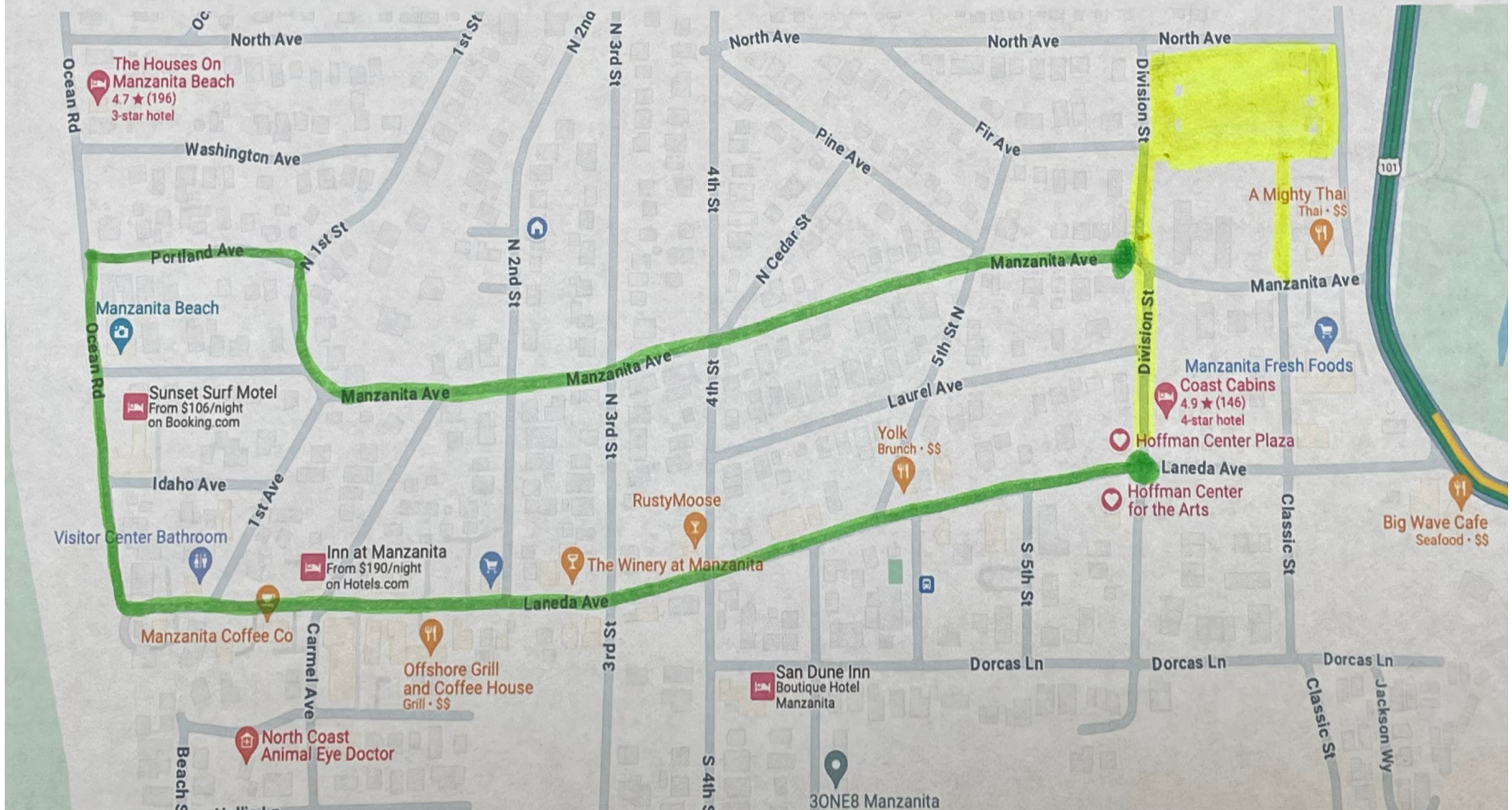
# 2025 Manzanita 4<sup>th</sup> of July PARADE: Staging Layout



**Traffic Flow:** **Floats** enter from 101 down Manzanita Ave and turn off at designated traffic cones; **cars** park on southside of Manzanita facing uphill; **walkers** assemble next to Registration booth. **ALL PARTICIPANTS MUST visit registration booth upon arrival to confirm participation!**



# 2025 Manzanita Fourth-of-July PARADE ROUTE





## City of Manzanita

### **COUNCIL RESOLUTION No. 25-**

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANZANITA, OREGON, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS AND EXPENDITURES UP TO A SPECIFIED LIMIT WITHOUT PRIOR COUNCIL APPROVAL**

**WHEREAS**, the City Council recognizes the need for efficient administrative operations and timely execution of contracts and expenditures; and

**WHEREAS**, the City Manager serves as the administrative head of the city government and is responsible for managing day-to-day operations;

**WHEREAS**, granting the City Manager authority to execute contracts and approve expenditures up to a certain financial threshold will enhance operational efficiency while maintaining appropriate oversight.

**Now, Therefore, be it Resolved by the City Council of the City of Manzanita:**

1. **Authorization:** The City Manager is hereby authorized to execute contracts and approve expenditures on behalf of the City of Manzanita for amounts not exceeding \$50,000 per contract or expenditure without prior City Council approval.
2. **Reporting:** The City Manager shall provide a summary report to the City Council on a quarterly basis detailing all contracts executed and expenditures approved under this authorization.
3. **Effective Date:** This resolution shall take effect immediately upon its adoption.

Introduced and adopted by the City Council on \_\_\_\_\_.

This resolution is effective on \_\_\_\_\_.

Kathryn Stock, Mayor

\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Leila Aman, City Manager/ City  
Recorder



## City of Manzanita

### **COUNCIL RESOLUTION No. 25-**

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANZANITA, OREGON, APPROVING SOLID WASTE COLLECTION RATES**

**WHEREAS**, Ordinance 21-03 granted a non-exclusive franchise to Recology Western Oregon Inc, to collect and dispose of solid waste withing the city of Manzanita, Oregon; and

**WHEREAS**, Section 6 of Ordinance 21-03 provides that all charges made by the Franchisee shall conform to the schedule of rates and charges approved by the Council by Resolution, and the Council may modify this schedule of rates and charges by Resolution; and

**WHEREAS**, Western Oregon Waste, Inc. has requested a 2.10 percent increase in the fee schedule to reflect increased costs of operation since the fees were last raised; and

**WHEREAS**, the City Council and City Manager have reviewed the request and find it to be reasonable;

**Now, Therefore, be it Resolved by the City Council of the City of Manzanita** that Effective July 1, 2025, the Recology Western Oregon Inc Proposed Rate Schedule contained in Attachment 1 attached hereto and by this reference incorporated herein is hereby adopted.

Introduced and adopted by the City Council on \_\_\_\_\_.

This resolution is effective on \_\_\_\_\_.

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Kathryn Stock, Mayor

ATTEST:

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Leila Aman, City Manager/ City  
Recorder

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
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### CART SERVICES - CURBSIDE

CURBSIDE: WITHIN 4 FEET OF THE CURB OR ROAD, AND AWAY FROM ALL CARS, MAIL BOXES, OR OTHER ITEMS.

#### 32 GALLON CART SERVICE

#### MONTHLY RATES

32GWC	32G CART-CURB	\$ 27.02	2.10%	\$ 0.57	\$ 27.59
32GEC	32G CART EOW-CURBSIDE	\$ 17.57	2.10%	\$ 0.37	\$ 17.94
32GMC	32G CART MONTHLY-CURB	\$ 9.47	2.10%	\$ 0.20	\$ 9.67
OC3C	32 GAL CART ON CALL CURB	\$ 9.47	2.10%	\$ 0.20	\$ 9.67
	EACH ADDITIONAL - SAME RATE				

#### 90 GALLON CART SERVICE

#### MONTHLY RATES

90GWC	90G CART-CURB	\$ 45.05	2.10%	\$ 0.95	\$ 46.00
90GEC	90G CART EOW-CURB	\$ 29.27	2.10%	\$ 0.61	\$ 29.88
90GMC	90G CART OAM-CURB	\$ 15.76	2.10%	\$ 0.33	\$ 16.09
OC9C	90 GAL CART ON CALL CURB	\$ 15.76	2.10%	\$ 0.33	\$ 16.09
	EACH ADDITIONAL - SAME RATE				

#### MONTHLY CART RENT (FOR ON-CALL SERVICE)

90GOC	90G CART WILL CALL-CURB	\$ 2.84	2.10%	\$ 0.06	\$ 2.90
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#### SPECIAL PICK-UP (FOR OFF-SCHEDULE COLLECT) (C/S = Curbside)

#### RATE PER EACH

SP32C	SPEC P/U 32G CART C/S	\$ 9.47	2.10%	\$ 0.20	\$ 9.67
SP90C	SPEC P/U 90G CART C/S	\$ 15.76	2.10%	\$ 0.33	\$ 16.09

### CART SERVICES - NON-CURBSIDE (SIDEYARD)

NON-CURBSIDE: VISIBLE FROM THE STREET, OUTSIDE OF GARAGES AND FENCED AREAS.

#### 32 GALLON CART SERVICE

#### MONTHLY RATES

32GWS	32G CART-SIDE	\$ 42.17	2.10%	\$ 0.89	\$ 43.06
32GES	32G CART EOW-SIDEYARD	\$ 27.40	2.10%	\$ 0.58	\$ 27.98
32GMS	32G CART MONTHLY-SIDE	\$ 14.78	2.10%	\$ 0.31	\$ 15.09
OC3S	32 GAL CART ON CALL SIDE	\$ 14.78	2.10%	\$ 0.31	\$ 15.09
	EACH ADDITIONAL - SAME RATE				

#### 90 GALLON CART SERVICE

#### MONTHLY RATES

90GWS	90G CART-SIDE	\$ 69.05	2.10%	\$ 1.45	\$ 70.50
90GES	90G CART EOW-SIDE	\$ 44.92	2.10%	\$ 0.94	\$ 45.86
90GMS	90G CART OAM-SIDE	\$ 24.16	2.10%	\$ 0.51	\$ 24.67
OC9S	90 GAL CART ON CALL SIDE	\$ 24.16	2.10%	\$ 0.51	\$ 24.67
	EACH ADDITIONAL - SAME RATE				

#### MONTHLY CART RENT (FOR ON-CALL SERVICE)

90GOS	90G CART WILL CALL-SIDE	\$ 2.84	2.10%	\$ 0.06	\$ 2.90
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#### SPECIAL PICK-UP (FOR OFF-SCHEDULE COLLECT) (NON C/S = Non-Curbside)

#### RATE PER EACH

SP32S	SPEC P/U 32G CART NON C/S	\$ 9.66	2.10%	\$ 0.20	\$ 9.86
SP90S	SPEC P/U 90G CART NON C/S	\$ 24.16	2.10%	\$ 0.51	\$ 24.67

**RECOLOGY WESTERN OREGON  
MAN CITY OF MANZANITA**

**SUMMARY RATE SHEET  
EFF. DATE: 7/1/2025**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
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**OTHER SERVICES & FEES**

**EXTRAS - PER UNIT CHARGES (APPROX. 32 GALLONS PER UNIT)**

**RATE PER EACH**

XBAG	EXTRA BAG(S)	\$ 7.11	2.10%	\$ 0.15	\$ 7.26
XBOX	EXTRA BOX	\$ 7.11	2.10%	\$ 0.15	\$ 7.26
XCAN	EXTRA CAN(S)	\$ 7.11	2.10%	\$ 0.15	\$ 7.26
XMISC	EXTRA MISC	\$ 7.11	2.10%	\$ 0.15	\$ 7.26
X32	EXTRA 32G CART(S)	\$ 7.11	2.10%	\$ 0.15	\$ 7.26
X90	EXTRA 90G CART(S)	\$ 11.28	2.10%	\$ 0.24	\$ 11.52

**BULKY ITEM COLLECTION (SVC CHARGE + CHARGE PER ITEM)**

RATES LISTED ARE FOR COLLECTION AT CURB. ADDITIONAL CHARGES MAY APPLY FOR RETRIEVAL.

**RATE PER EACH**

APF	REFRIGERATOR/FREEZER	\$ 54.24	2.10%	\$ 1.14	\$ 55.38
APPL	APPLIANCE	\$ 12.05	2.10%	\$ 0.25	\$ 12.30
FURN	FURNITURE CHARGE	\$ 18.08	2.10%	\$ 0.38	\$ 18.46
TREE	EXTRA CHRISTMAS TREE	\$ 14.25	2.10%	\$ 0.30	\$ 14.55
IRSC	IN ROUTE SERVICE CHARGE	\$ 21.33	2.10%	\$ 0.45	\$ 21.78
SC	SERVICE CHARGE	\$ 48.53	2.10%	\$ 1.02	\$ 49.55

**RELATED FEES**

**RATE PER EACH**

CRIR	CART REDELIVERY IN ROUTE	\$ 10.50	2.10%	\$ 0.22	\$ 10.72
CROR	CART REDELIVER OUT OF ROUTE	\$ 21.00	2.10%	\$ 0.44	\$ 21.44
CORDF	CONTAINER RE-DELIVERY FEE	\$ 48.53	2.10%	\$ 1.02	\$ 49.55

Note: Re-Delivery fees apply for resume service after suspend.

**RATE PER EACH**

CCF	CART CLEANING FEE	\$ 10.50	2.10%	\$ 0.22	\$ 10.72
CRF	CART REPLACEMENT FEE	\$ 68.25	2.10%	\$ 1.43	\$ 69.68

Note: Replacement fee is used for loss/damage beyond normal wear and tear.

**RATE PER EACH**

RF	REINSTATEMENT FEE	\$ 15.00	0.00%	\$ -	\$ 15.00
NSFCF	RETURNED CHECK FEE	\$ 25.00	0.00%	\$ -	\$ 25.00

**FRONT-LOAD CONTAINER SERVICE**

**1 YARD CONTAINERS**

**MONTHLY RATES**

1GW	1YD TRASH	\$ 151.33	2.10%	\$ 3.18	\$ 154.51
1GE	1YD TRASH EOW	\$ 89.10	2.10%	\$ 1.87	\$ 90.97
1GM	1YD TRASH MONTHLY	\$ 55.62	2.10%	\$ 1.17	\$ 56.79
1OC	ON CALL-1YD TRASH	\$ 31.63	2.10%	\$ 0.66	\$ 32.29
1XP	EXTRA PICK UP-1YD TRASH	\$ 31.63	2.10%	\$ 0.66	\$ 32.29

**1.5 YARD CONTAINERS**

**MONTHLY RATES**

1HGW	1.5YD TRASH	\$ 189.28	2.10%	\$ 3.97	\$ 193.25
1HGE	1.5YD TRASH EOW	\$ 108.08	2.10%	\$ 2.27	\$ 110.35
1HGM	1.5YD TRASH MONTHLY	\$ 63.98	2.10%	\$ 1.34	\$ 65.32
1HOC	ON CALL-1.5YD TRASH	\$ 41.24	2.10%	\$ 0.87	\$ 42.11
1HXP	EXTRA PICK UP-1.5YD TRASH	\$ 41.24	2.10%	\$ 0.87	\$ 42.11

**2 YARD CONTAINERS**

**MONTHLY RATES**

2GW	2YD TRASH	\$ 227.25	2.10%	\$ 4.77	\$ 232.02
2GE	2YD TRASH EOW	\$ 127.06	2.10%	\$ 2.67	\$ 129.73
2GM	2YD TRASH MONTHLY	\$ 73.16	2.10%	\$ 1.54	\$ 74.70
2OC	ON CALL-2YD TRASH	\$ 50.89	2.10%	\$ 1.07	\$ 51.96
2XP	EXTRA PICK UP-2YD TRASH	\$ 50.89	2.10%	\$ 1.07	\$ 51.96



**RECOLOGY WESTERN OREGON  
MAN CITY OF MANZANITA**

**SUMMARY RATE SHEET  
EFF. DATE: 7/1/2025**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
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**3 YARD CONTAINERS**

**MONTHLY RATES**

3GW	3YD TRASH	\$ 303.14	2.10%	\$ 6.37	\$ 309.51
3GE	3YD TRASH EOW	\$ 165.01	2.10%	\$ 3.47	\$ 168.48
3GM	3YD TRASH MONTHLY	\$ 90.68	2.10%	\$ 1.90	\$ 92.58
3OC	ON CALL-3YD TRASH	\$ 70.19	2.10%	\$ 1.47	\$ 71.66
3XP	EXTRA PICK UP-3YD TRASH	\$ 70.19	2.10%	\$ 1.47	\$ 71.66

**4 YARD CONTAINERS**

**MONTHLY RATES**

4GW	4YD TRASH	\$ 379.07	2.10%	\$ 7.96	\$ 387.03
4GE	4YD TRASH EOW	\$ 202.99	2.10%	\$ 4.26	\$ 207.25
4GM	4YD TRASH MONTHLY	\$ 108.23	2.10%	\$ 2.27	\$ 110.50
4OC	ON CALL-4YD TRASH	\$ 89.48	2.10%	\$ 1.88	\$ 91.36
4XP	EXTRA PICK UP-4YD TRASH	\$ 89.48	2.10%	\$ 1.88	\$ 91.36

**5 YARD CONTAINERS**

**MONTHLY RATES**

5GW	5YD TRASH	\$ 454.99	2.10%	\$ 9.55	\$ 464.54
5GE	5YD TRASH EOW	\$ 240.93	2.10%	\$ 5.06	\$ 245.99
5GM	5YD TRASH MONTHLY	\$ 125.76	2.10%	\$ 2.64	\$ 128.40
5OC	ON CALL-5YD TRASH	\$ 108.73	2.10%	\$ 2.28	\$ 111.01
5XP	EXTRA PICK UP-5YD TRASH	\$ 108.73	2.10%	\$ 2.28	\$ 111.01

**6 YARD CONTAINERS**

**MONTHLY RATES**

6GW	6YD TRASH	\$ 530.89	2.10%	\$ 11.15	\$ 542.04
6GE	6YD TRASH EOW	\$ 278.90	2.10%	\$ 5.86	\$ 284.76
6GM	6YD TRASH MONTHLY	\$ 143.28	2.10%	\$ 3.01	\$ 146.29
6OC	ON CALL-6YD TRASH	\$ 128.04	2.10%	\$ 2.69	\$ 130.73
6XP	EXTRA PICK UP-6YD TRASH	\$ 128.04	2.10%	\$ 2.69	\$ 130.73

**8 YARD CONTAINERS (NO NEW CUSTOMERS AT THIS SIZE DUE TO SAFETY ISSUES)**

**MONTHLY RATES**

8GW	8YD TRASH	\$ 623.16	2.10%	\$ 13.09	\$ 636.25
8GE	8YD TRASH EOW	\$ 325.00	2.10%	\$ 6.83	\$ 331.83
8GM	8YD TRASH MONTHLY	\$ 164.59	2.10%	\$ 3.46	\$ 168.05
8OC	ON CALL-8YD TRASH	\$ 151.48	2.10%	\$ 3.18	\$ 154.66
8XP	EXTRA PICK UP-8YD TRASH	\$ 151.48	2.10%	\$ 3.18	\$ 154.66

**CONTAINER MONTHLY RENT (CHARGED TO WILL-CALL CUSTOMERS, SAME FOR ALL SIZES)**

RNT1	1YD RENT - TRASH	\$ 21.00	2.10%	\$ 0.44	\$ 21.44
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**FRONT-LOAD COMPACTOR RATE FACTORS - For all compacted material, including pre-compacted waste.**

Compactor Rating	<b>4 : 1</b>	<b>3 : 1</b>	<b>2 : 1</b>
Factor applied to container rate of same size	1.5	1.3	1.12

**DEBRIS BOX SERVICES**

**SET HAUL FEES (BASED ON AVERAGE TRUCK TIMES)**

**RATE PER HAUL**

DEL	DELIVERY CHARGE	\$ 48.52	2.10%	\$ 1.02	\$ 49.54
10HG	10 YD TRASH BOX HAUL	\$ 245.19	2.10%	\$ 5.15	\$ 250.34
20HG	20 YD TRASH BOX HAUL	\$ 245.19	2.10%	\$ 5.15	\$ 250.34
30HG	30 YD TRASH BOX HAUL	\$ 245.19	2.10%	\$ 5.15	\$ 250.34
47HG	47 YD TRASH BOX HAUL	\$ 245.19	2.10%	\$ 5.15	\$ 250.34
40CG	COMPACTOR HAUL FEE (ALL SIZES)	\$ 286.43	2.10%	\$ 6.02	\$ 292.45

**RECOLOGY WESTERN OREGON  
MAN CITY OF MANZANITA**

**SUMMARY RATE SHEET  
EFF. DATE: 7/1/2025**

CODE	DESCRIPTION	CURRENT RATE	INC %	INC \$\$	NEW RATE
<b>DEBRIS BOX DISPOSAL FEES (\$\$/TON)</b>		<b>RATE PER TON</b>			
DFDM	DISPOSAL FEE - DEMOLITION	\$ 107.72	2.10%	\$ 2.26	\$ 109.98
DFG	DISPOSAL FEE - GARBAGE	\$ 107.72	2.10%	\$ 2.26	\$ 109.98
DFWD	DISPOSAL FEE - WOOD	\$ 58.80	2.10%	\$ 1.23	\$ 60.03
DFYD	DISPOSAL FEE - YARD DEBRIS	\$ 89.49	2.10%	\$ 1.88	\$ 91.37

Note: Recycling ton fees will be equal to or less than trash fees, based on current market pricing.

<b>RELATED FEES</b>		<b>RATE PER DAY</b>			
RENTD	DAILY RENTAL FEE	\$ 15.07	2.10%	\$ 0.32	\$ 15.39

Note: Daily Rent applies after 48 hours, excluding evenings and weekends.

		<b>RATE PER MONTH</b>			
RENTM	MONTHLY RENTAL FEE	\$ 135.08	2.10%	\$ 2.84	\$ 137.92

Note: Monthly rent applies for customers who keep a box for a year or longer.

		<b>RATE PER HOUR</b>			
TIME	TRUCK TIME FEE	\$ 127.68	2.10%	\$ 2.68	\$ 130.36
1T1E	1 TRUCK - 1 EMPLOYEE	\$ 127.68	2.10%	\$ 2.68	\$ 130.36
1T2E	1 TRUCK - 2 EMPLOYEES	\$ 191.54	2.10%	\$ 4.02	\$ 195.56

Note: Hourly Truck Time is used for hauls to destinations outside our normal operating areas.

<b>TEMPORARY RENTAL CONTAINERS</b>		<b>RATE PER EACH</b>			
3YRGD	DELV 3 YD RENTAL FOR TRASH	\$ 28.20	2.10%	\$ 0.59	\$ 28.79
3YRGP	SERVICE 3 YD RENTAL FOR TRASH	\$ 98.25	2.10%	\$ 2.06	\$ 100.31
3YRXD	ADDL DAY - 3YD RENT CONTAINER	\$ 2.10	2.10%	\$ 0.04	\$ 2.14

Note: Temporary = not longer than 30 days, with 45 days between projects. Rent included for first 7 days.

**BULKY ITEMS - DEBRIS BOX**

STANDARD FEES APPLY FOR THESE ITEMS IF DECLARED & SEPARATED ACCORDING TO INSTRUCTIONS.  
ADDITIONAL FEES MAY APPLY FOR ITEMS FOUND IN LOADS.

		<b>RATE PER EACH</b>			
TOFFR	TIRE CHARGE NO RIM	\$ 4.81	2.10%	\$ 0.10	\$ 4.91
TONR	TIRE CHARGE ON RIM	\$ 9.63	2.10%	\$ 0.20	\$ 9.83
TTNR	TRUCK TIRES NO RIM	\$ 12.05	2.10%	\$ 0.25	\$ 12.30
TTWR	TRUCK TIRES WITH RIM	\$ 24.11	2.10%	\$ 0.51	\$ 24.62
APPL	APPLIANCE	\$ 12.05	2.10%	\$ 0.25	\$ 12.30
APF	REFRIGERATOR/FREEZER	\$ 54.24	2.10%	\$ 1.14	\$ 55.38

<b>MEDICAL WASTE COLLECTION SERVICES</b>		<b>RATE PER EACH</b>			
M4HSC	4.7 QT SHARPS CONTAINER	\$ 26.81	2.10%	\$ 0.56	\$ 27.37
M10SC	10 QT SHARPS CONTAINER	\$ 30.32	2.10%	\$ 0.64	\$ 30.96
M23SC	23 QT SHARPS CONTAINER	\$ 53.97	2.10%	\$ 1.13	\$ 55.10
9CDBC	9GAL CONFIDENTIAL DOCUMENT BOX	\$ 34.30	2.10%	\$ 0.72	\$ 35.02
M21BX	21 GAL MEDICAL WASTE BOX	\$ 45.12	2.10%	\$ 0.95	\$ 46.07
M48BX	48 GAL MEDICAL WASTE BOX	\$ 51.59	2.10%	\$ 1.08	\$ 52.67
M8GBP	RX MED WASTE TUB	\$ 102.34	2.10%	\$ 2.15	\$ 104.49

Note: Additional fees may apply for overweight tubs. Improperly prepared materials cannot be collected.

Finance Charges (0.75% monthly, 9% annually) will be assessed on any past due amount (excluding amounts in dispute over billing or service issues).  
Billing Terms: Commercial Accounts are billed on a monthly basis.  
Residential accounts are billed once every two months; one in advance and one in arrears.



# Oregon

Tina Kotek, Governor

## Parks and Recreation Department

725 Summer St. NE, Suite C

Salem, OR 97301-1271

(503) 986-0980

Fax (503) 986-0794

[stateparks.oregon.gov](http://stateparks.oregon.gov)

May 1, 2025

Jerry Spegman  
City Councilor  
City of Manzanita  
PO Box 129  
Manzanita, Oregon 97130

Dear Councilor Spegman:

Thank you for working with our team on proposed changes to OAR 736-024-0015 regarding ocean shore vehicle access near Manzanita.

Attached you will find the staff report and recommendations from OPRD. I am supportive of these recommendations and will submit them to the Oregon State Parks and Recreation Commission for consideration during their June commission meeting.

In accordance with ORS 390.678(4), I am seeking approval from the city of Manzanita and Tillamook County before we ask our commission to adopt the proposed rules. Your approval could be in the form of a resolution, or any other similar instrument issued by an official authorized to speak for the city or county.

Please let me or Katie Gauthier know if you have questions or need additional information.

Sincerely,

Lisa Sumption  
Director

# **Staff Report: Ocean Shore Vehicle Access near Manzanita**

April 2025

Under current ocean shore vehicle restrictions in Tillamook County ([OAR 736-024-0015](#)), the portion of the beach adjacent to Manzanita permits limited vehicle access—between October 1 and April 30, from 7 AM to noon, and at any time for boat launching. These provisions originated from balancing traditional uses, such as morning fishing and boat launches, with the need to protect public safety and the beach environment. This rule has been in place since at least 1992.

Earlier this year, Manzanita’s City Council passed Resolution No. 25-01, formally requesting that the Oregon Parks and Recreation Commission open rulemaking to prohibit vehicle use on this section of the beach altogether. In response, the commission opened rulemaking to consider prohibiting driving on the ocean shore near Manzanita year-round.

## **Rulemaking Summary and Staff Recommendation**

The proposed rules were open for public comment from March 3 until April 7. A virtual public hearing was held on March 24.

Many of the comments were supportive of closing the area to vehicles and expressed concern over safety or conflicts with pedestrian use. Concerns over closure of the beach for boat launching were received in a number of comments. Commenters expressed concern over potential to limit dory boat launching.

In response to comments, staff recommend changing initially proposed rules to allow boat launching by permit. OPRD would work with the city of Manzanita to develop a permit that could be issued by the city, similar to one issued in Cannon Beach.

**Staff Recommendation:** Adopt amendments to OAR 736-024-0015 to close section of ocean shore near Manzanita to vehicles and continue to allow boat launching, with a permit.

## ***Summary of Comments***

### **Number of Comments Received**

Support proposed rule change: 43

Oppose proposed rule change: 26\*

Unclear (included comments on another rule): 3

\*In addition to individual comments opposed to the proposed rules, the department received a petition with 102 signatures asking for the rules to stay as they are and to continue to allow vehicle access to the ocean shore.

A copy of all comments, the petition and recording of the public hearing is available on the agency rulemaking website at <https://www.oregon.gov/oprd/PRP/Pages/PRP-Rule-2023-Manzanita%20Ocean%20Shore%20Vehicle%20Restrictions.aspx>

### **Reasons shared in comments supportive of proposed rule change**

1. Safety for Families, Pets, and Pedestrians
  - a. Approx. 40 comments\*\*
  - b. Commenters shared concerns around safety, risks and dangers, provided examples of experiences and fears about accidents, collisions, reckless driving. One of the primary concerns shared were risks to children and pets.
2. Environmental & Wildlife Preservation
  - a. Approx. 35 comments
  - b. Commenters shared concerns for wildlife, particularly shorebirds and plovers. Comments expressing environmental concerns highlighted ecosystem concerns, worries around erosion, risks of increased pollution, exposure for oil leaks, tire chemicals, and general habitat destruction.
3. Noise, Pollution, and the Desire for a Quiet ‘Natural Experience’
  - a. Approx. 25 comments
  - b. Commenters shared the desire for peace, quiet, and serenity when walking along the ocean shore. They were concerned with engine noise and exhaust being intrusive and impacting the natural beauty of the area.
4. Year-Round Crowds / Growth in Beach Usage
  - a. Approx. 20 comments
  - b. Commenters shared that Manzanita beach is busy all year now and there is not an off-season, as winter tourism as grown in popularity and the population has increased. Commenters expressed the ocean shore is crowded even in shoulder months.
5. Alternative Accessibility Methods
  - a. Approx. 15 comments
  - b. Commenters shared that the area has worked to provide options to allow for accessibility of the ocean shore which includes beach wheelchairs available to borrow and MOBI mats laid out. Commenters expressed that lending David’s Chairs, or allowing for ADA drive on-beach permits are a solution to keep vehicles off the beach while ensuring disability access.
6. Local Support & Oregon’s ‘Public Beach’ Ethos
  - a. Approx. 10 comments
  - b. Some commenters specifically cite the City of Manzanita’s resolution, or mention “Oregon’s legacy of publicly owned beaches” as reason to keep them car-free.
  - c. Many supporters do mention local preference or “the community wants this,” but only about 10 explicitly highlight it as a main rationale (e.g., “Our council asked for it,” “fits Oregon’s tradition of protecting beaches,” etc.).

## **Reasons shared in comments opposed to proposed rule change**

1. Traditional Uses & Heritage (Especially Dory Fishing, Wood Gathering)
  - a. Approx. 20 comments
  - b. Commenters expressed concerns regarding changes to the proposed rules impacted ability for dory boat launching. Commenters wanted to preserve access to this historical Oregon tradition that families have done for generations.
  - c. Some commenters were also concerned about impacts on their ability to gather wood.
2. Public Rights & Fear of Privatization
  - a. Approx. 10 comments
  - b. Commenters expressed a concern that banning vehicles is a step toward private beaches. Many of these commenters expressed a belief that the public has a right to drive here and the beach belongs to all, not just wealthy homeowners.
3. Lack of Data or Proven Need
  - a. Approx. 15 comments
  - b. Some commenters questioned the evidence or proof of accidents. They expressed that there are not statistics or information about real incident's shared, but rather emotional arguments.
4. Accessibility / Equity Concerns
  - a. Approx. 10 comments
  - b. Commenters argue that older adults, disabled veterans, or lower-income folks rely on driving onto the beach to fish or gather wood and can't manage otherwise. Some mention that beach wheelchairs aren't enough.
5. Preference for additional enforcement or permits, instead of ban
  - a. Approx. 15 comments
  - b. Commenters expressed a preference enforce the current rules and ticket reckless drivers, instead of an outright prohibition on driving. Other suggestions included limited local permits or boat-launch only.
6. Economic & Cultural Factors
  - a. Approx. 15 comments
  - b. Commenters expressed concerns about the impact on tourism, local businesses, or preserving dory culture as important to the local/regional economy.

**Item of note for comments in opposition:** 15 of the 25 comments labeled “opposed,” specifically focus on preserving dory/boat launching or driftwood collection. They either propose restricting “joyriding” or suggest a similar restriction to vehicle traffic, while favoring keeping boat launching and wood collecting uses legal.

## ***Response to Comments and Staff Recommendation***

In response to comments received, staff recommend continuing to allow boat launching along the ocean shore near Manzanita but add a permit requirement. This will allow for a gate to be placed to prevent additional vehicles on the ocean shore and through the permit process access for boat launching can be facilitated. Currently, permits for boat launching are required on Cannon Beach and administered by the City of Cannon Beach.

Wood gathering can be accommodated through the drive on beach permit process administered by OPRD. This will allow for wood gathering in some circumstances but would be more limited.

## ***Proposed Rule Language:***

**736-024-0015**

### **Tillamook County: Restrictions**

(1) There shall be no landing of any aircraft on the ocean shore in Tillamook County, except for an emergency.

(2) Except for an emergency or as provided in section (3) of this rule, there shall be no travel by motor vehicles on the ocean shore in Tillamook County in the areas and during the periods of time hereinafter designated by the Oregon coordinate latitude survey lines, north zone, consisting of “Y” numbers as shown on “Exhibit 2” available from the agency and by this reference made a part hereof. The areas where motor vehicle travel is allowed, the periods of time for such use, and the areas on the ocean shore where travel by motor vehicles is prohibited, are further described as follows:

(a) Motor vehicle travel is prohibited from the Clatsop County-Tillamook County line, Y 790, 613, southerly to the south line of Oswald West State Park, Y 774, 737;

(b) Motor vehicle travel is prohibited from the south line of Oswald West State Park, Y 774, 737, southerly to the north boundary of Nehalem Bay State Park, Y 761, 335, except as follows: Motor vehicles essential to and engaged in boat launchings will be allowed, by permit, any time during the year.

(c) Motor vehicle travel is prohibited from the north boundary of Nehalem Bay State Park, Y 761, 335, southerly to the south boundary of the Boy Scout property north of Sand Lake, Y 618, 468, except as follows: Motor vehicles essential to and engaged in boat launchings will be allowed any time during the year for a distance of 300 feet northwest from point Y 665, 466; XI, 113, 850, near Happy Camp;

(d) Motor vehicle travel is allowed at any time from the south boundary of Boy Scout property north of Sand Lake, Y 618, 468 southerly to the Galloway Road beach access Y 610, 120;

(e) Motor vehicle travel is prohibited from the Galloway Road beach access Y 610, 120 southerly to the north boundary of Cape Kiwanda State Park property, Y 595, 111;

(f) Motor vehicle travel is allowed from the north boundary of Cape Kiwanda State Park property, Y 595, 111 to the base of headland north of Cape Kiwanda, Y 586, 275.

(g) Motor vehicle travel is prohibited from the base of the headland north of Cape Kiwanda, Y 586, 275, southerly to a point north of the beach ramp near Cape Kiwanda, Y 584, 097, except as follows:

(A) From the base of the headland south of Cape Kiwanda, Y 584, 879, southerly approximately 400 feet to Y 584, 688, motor vehicles essential to and engaged in boat, as defined in ORS 830.005(2), launchings, boat recoveries, transferring equipment or supplies onto boats, unloading equipment or catches from boats, or emergency repairs of other vehicles or boats will be allowed at any time during the year;

(B) From Y 584, 688, southerly approximately 700 feet to a line located north of and parallel to the beach ramp near Cape Kiwanda, the point of intersection of said line and the line of vegetation being at Y 584, 097, operation or parking of motor vehicles used for towing boat trailers or essential to boat launchings will be allowed.

(h) Motor vehicle travel and parking is prohibited at any time from the line described in subsection (2)(g) of this rule, north of the beach ramp near Cape Kiwanda, southerly approximately 1,300 feet to Y 582, 843, except for boat launching or boat recoveries when access north of the ramp is unsafe due to ocean or beach conditions.

(i) Motor vehicle travel is prohibited from Y 582, 843 southerly to near Pacific Avenue at Pacific City, Y 579, 329;

(j) Motor vehicle travel is allowed at any time from near Pacific Avenue at Pacific City, Y 579, 329, southerly to Porter Point, Y 563, 121;

(k) Motor vehicle travel is prohibited from Porter Point, Y 563, 121, southerly to the Tillamook County/Lincoln County line, Y 521, 960.

(3) The State Parks Director or the authorized representative may issue special permits for motor vehicles to travel on the ocean shore within the areas or at times where such travel is otherwise prohibited by this resolution. No charge for such permits will be made. Any special permit or permit identification card shall be in the immediate possession of the operator of the vehicle at all times when driving on that portion of the ocean shore otherwise closed to travel by motor vehicles. The operator shall display the same upon the demand of any peace officer.

(4) The State Parks and Recreation Department is directed to erect conspicuous signs and markers designating the above areas on the ocean shore of Tillamook County, with reference to the Oregon coordinate survey system, as areas where travel by motor vehicles is prohibited, areas where travel by motor vehicles is partially restricted, and areas where travel by motor vehicles is allowed, as herein provided.





## City of Manzanita

### **COUNCIL RESOLUTION No. 25-**

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANZANITA, OREGON, REQUESTING THE OREGON PARKS AND RECREATION COMMISSION TO ADOPT AMENDMENTS TO OAR 736-024-0015 TO CLOSE THE SECTION OF OCEAN SHORE NEAR MANZANITA TO VEHICLES AND CONTINUE TO ALLOW BOAT LAUNCHING WITH A PERMIT ADMINISTERED BY THE CITY**

**WHEREAS**, the City Council passed Resolution 25-01 formally requesting the Oregon Parks and Recreation Commission to open rulemaking to prohibit vehicle use on the beach; and

**WHEREAS**, the Oregon Parks and Recreation Commission opened rulemaking and public comment from March 3, 2025 until April 7, 2025; and

**WHEREAS**, the Oregon Parks and Recreation Commission held a virtual public hearing on the matter on March 24, 2025; and

**WHEREAS**, the many of the comments were supportive of closing the area to vehicles citing conflicts with safety and pedestrian use; and

**WHEREAS**, there were also concerns raised over the closure of the beach which would limit dory boat launching and wood gathering; and

**WHEREAS**, Oregon Parks and Recreation Staff considered Manzanita's request and the public comment received and ultimately recommends to the Oregon Parks and Recreation Commission adopt amendments to OAR 736-024-0015 to close section of ocean shore near Manzanita to vehicles and continue to allow boat launching, with a permit administered by the city. OPRD would issue permits for wood gathering on a limited basis; and

**WHEREAS**, the Manzanita Ocean Shore is rarely used for the launching of Dory boats this City Council finds this recommendation reasonable and achieves the intent the initial request.

**Now, Therefore, be it Resolved by the City Council of the City of Manzanita** concurs with the staff recommendation and requests that the Oregon Parks and Recreation Commission adopt amendments to OAR 736-024-0015 to close the section of ocean shore near Manzanita to vehicles and continue to allow boat launching, with a permit administered by the city.

Introduced and adopted by the City Council on \_\_\_\_\_.

This resolution is effective on \_\_\_\_\_.

Kathryn Stock, Mayor

ATTEST:

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Leila Aman, City Manager/ City  
Recorder