

Minutes of the  
**CANNON BEACH CITY COUNCIL WORK SESSION**  
Tuesday, September 12, 2023  
Council Chambers

Present: Mayor Barb Knop, Council President Nancy McCarthy, Councilors Brandon Ogilvie, Gary Hayes and Lisa Kerr

Excused:

Staff: City Manager Bruce St. Denis, IT Director Rusty Barrett, Recorder Jennifer Barrett, Chief of Police Jason Schermerhorn, Community Development Director Steve Sokolowski

Other: City Attorney Ashley Driscoll

CALL TO ORDER AND APPROVAL OF AGENDA

Mayor Knop called the meeting to order at 6:00 p.m.

Motion: Ogilvie moved to approve the agenda; Hayes seconded the motion.

Vote: Hayes, McCarthy, Ogilvie, Kerr and Knop voted AYE: the vote was 5:0 and the motion carried. The agenda was approved.

PUBLIC COMMENT

Knop reminded the body to be kind and respectful and limit their speaking time to three minutes.

- o Jim Paino I would be there in person but got COVID. I am here to answer any TLT questions and be a part of the conversation if you need me to be.

DISCUSSIONS

**( 1) Lifeguard and Parking-Information Aides end of Season**

Schermerhorn gave an overview of the summer giving an overview of the citation numbers. Schermerhorn noted the numbers were closer to 2020 which is more in line with history. The parking aides introduced themselves, four of the six were present. The aides shared what they learned this summer and what they'd do differently next year. Kerr asked for an example of direction for when you would not give it a ticket versus would, Nathan gave an example, a discussion ensued.

Cannon Beach Rural Fire Protection District Chief of Ops Jason Smith. Smith presented a PowerPoint presentation; a copy is included in the record. Smith answered the Council's questions. Knop said nice presentation and great job. Council thanked Smith.

**( 2) Cannon Beach Rural Fire Protection District Strategic Plan**

CB Fire Board of Director President Bob Heymann presented a PowerPoint presentation, a copy is

included in the record. Heymann answered Council's questions. Council thanked Heymann.

**(3) Ecola Creek Forest Reserve Five Year Review**

Parks and Community Services Committee Chair Stacy Benefield gave an overview of the 5-year review process. Benefield noted the fire revisions to the plan. Benefield answered Council's questions. Council thanked Benefield.

**(4) Scope of Review Determination for Appeal of Design Review Board Decision**

Sokolowski read the staff report, Council consensus for on the record.

**(5) 120 Day Deadline Discussion**

St. Denis summarized the staff report. St. Denis noted options on how to handle bumping up to the deadline, such as having a special meeting before the next scheduled one. Sokolowski answered Council's questions. Council consensus to request Planning Commission and DRB to continue in two weeks instead of several months. Sokolowski added I will share the council's concerns and encourage them to be cautious of the timeframe. St. Denis added I would suggest staff put together a memo to the boards and signed by the mayor of what the expectation is, so you are not put against the wall on the timeframe. Knop added it would be important to have the continuation be the only topic on the agenda for the extra meeting.

**(6) Short Term Rental Task Force Discussion**

St. Denis summarized the staff report. Kerr said the task force had no more information to give us than what we see here. We have a disparity group of desires on the committee. People who are vocal and part of the STR rental agencies then on the other end had residents, and they will both have very different viewpoints. When we met, we didn't have a code enforcement officer to assist, but we have one now. Hayes asked was there a conclusion of the review process, Kerr said no, other than what's in the written material in the packet. There is no chairman because we couldn't agree on that either. The only thing we agreed on is if a STR is under the guidance of the property management company things tend to go better than when not. But also felt there were a lot of people under the radar. Sokolowski answered Council's questions. McCarthy said we had a moratorium on 5 year and that was to be until we received results from task force, and that didn't happen. We should look at that. Hayes added we should have conversation about the different licenses, I would be interested in talking about some of the other things, total numbers, proximity, enforcement and penalties. Kerr asked did people read the information I send on STR and work force housing, council said yes. Knop asked is it time to disband the task force? Hayes replied yes, Kerr replied yes, Ogilvie replied yes, because there was so much disagreement in the committee I don't think we should be surprised,

Council discussed how Seaside operates there program and would like to see information on other communities. St. Denis replied would you like to see Seaside and Gearhart and Lincoln City and Manzanita at a work session then bring to a larger meeting, and status of 5 year moratorium? Consensus to bring back to November work session.

Knop said my recommendation is to disband task force. Council consensus was to disband.

## **(7) Tourism Lodging Tax Allocation Discussion**

St. Denis read the staff report. Hayes said this will be a similar conversation of what we just had. I think we should take a close look at how the city spends all the tourism dedicated portion of TLT, the info center, chamber and TAC, funding for school. McCarthy added I would like to see contract for chamber and ordinance for the TAC commission. Hayes added I would like to see budgets of what's going to the chamber and what's going to TAC. Sawrey said it's about \$481,000 annually for TAF. McCarthy asked what about chamber, Sawrey replied the chamber gets paid everything we collect, giving an overview of the process and adding I always put a little more in there in case we get more so we can pay to chamber without violating Oregon budget law. But we only pay what we collect, there is never an overpayment. TAF fund is \$481,250 they never spend more than the budget. McCarthy asked is there is no cap on chamber or TAF, Hayes replied the answer is no. Looking at their grant awards they gave away \$255,000 that's a conversation we need to have as they have a huge reserve fund. Sawrey added they are sitting on money that could be used for other tourism purposes, a discussion ensued. McCarthy said if we can look at some of these and put caps on them and if we get extra money, we can apply it to the operation of CBE operations. Hayes added or many other things. With TAF funds, maybe the events are not exactly where we want to go with it and need to wrap our heads around destination development projects. We can look at parks, trails, public spaces. We need to have a good conversation on possibilities and what's a good fit.

Knop asked what info we need before discuss? McCarthy replied the chamber contract, TAC ORD, do we want to revise any, update list on proposed way we are funding the school? What money are we using and how applying the TLT, see where we are in the allocations and proposed allocations, a list of that. Also a history of what the chamber received and what TAC received in last 5 years and where are we now, a discussion ensued. Hayes said we get a quarterly presentation to ask questions and they say see you in three months. Kerr added I want to see everything laid out at once, I am confused at how things interact. Hayes noted there is some overlap. Jim Paino via Zoom said the complexity of how these budgets and funding work. When we negotiated the contract, we did a full audit process as at that time funds went into one account and paid from one account. After the audit the chamber separated the accounts and even own bank. The only time they come together is when we pay bills and they are either to DMO or Chamber and paid accordingly. Salaries are a mix depending on where they work, DMO or chamber. I am happy to go through that with you at any point. I am happy to have conversation. Kerr replied I don't want to come to office individually. It would be more productive if we had a presentation at one time so we could hear each other's questions and you can answer them as they come up. Paino replied my concern is that it will take up a lot of time at a public meeting. The work we do is important to our community and businesses and the city, a discussion ensued. Kerr said it can be in the packet and we can formulate our questions ahead of time. Paino said I want to make sure you know my door is open and happy to meet with you, in a formal meeting session we don't have that discussion, it's a presentation. Knop added why don't we formulate the meeting like it was an individual meeting and we can ask questions as we go along. Paino said if you have specific questions and concerns I would like to know what they are beforehand so I can address them. Hayes said I want to see amount of money going to chamber for two projects and be able to see on a sheet where it is going, a discussion ensued. Paino added the TLT money is dedicated to the DMO not the chamber function. It supports visitor center, marketing and staff to do those jobs. Knop said for the initial discussion presentation we only have the DMO information and the allocations for salaries. Hayes said it would be nice to have that be clear. Kerr replied let's start there. Knop asked is that clear, Paino replied yes, I get what you are asking for. If you have specific questions, please get them to me so I can answer. McCarthy said we need info to review so we'll have questions. Knop added we need to see the information first before we can formulate questions. After we've looked at the materials, please send Jim your questions. Hayes

requested DMO, budget actuals reserve and allocated salaries. Staff to send Council the Chamber contract.

Hayes said we had succession of \$100,000 coming out of TAF, St. Denis replied yes. Hayes said so essentially \$481,000 becomes \$381,000. St. Denis said TAF has had conversation of what we are changing and what should we be doing. I suggest council have discussion with TAF which is new, perhaps meeting with Steve Sinkler the chair and perhaps Jim Kingwell the former chair. Hayes said I would like Greg Swedenborg too as he has the picture of destination dollars. Hayes added and the new members once we get them. Staff to send ORD and ORS 320, definitions and guidelines to Council.

Council discussed the September 18<sup>th</sup> meeting.

## **(9) Good of the Order**

Kerr said we had someone come in about electric car plug ins. St. Denis replied we did a little follow up on how much the charging station is used at RV Park. I have a greater question is that something we want to get into that business. Ken Potter said they could put in at no cost but you give up parking spaces, a discussion ensued. Kerr said I would like to be on the side of encouraging more electric cars. Knop replied but giving up 10 parking spots is huge. St. Denis added we can get a hold of the company we currently have with the two spaces RV Park. Hayes noted Stephanie and Tolovana inns has them for their guests. That gives you an indication that it does mean something to them that they provide it. Knop added there are a couple homes in my neighborhood that have their own. Kerr said I would like to see us in general to accommodate electric cars. St. Denis said I will follow up. Kerr requested to see if they could work with 5 spaces.

Kerr said regarding getting information to Sea Turtles, J Barrett will let Ed know when they are on agenda next.

Hayes said we had a good meeting on CBE research. We broke up into subcommittees, giving overview of each committee. We are getting into the mode where we are accomplishing the work outside then reporting at the meeting, a discussion ensued. We applied for \$100,000 Travel Oregon grant for NeCus' project and they have asked us to submit a full grant application, a discussion ensued.

Hayes said CBE committee agreed to have a member of tribe be on the advisory committee and it would be Dick Basch. It would be an 8th position on the committee so will have a new resolution, a discussion ensued.

St. Denis said September 21st the CBE goes to DRB. Knop added that's the same day as safety fair. St. Denis said you were presented with information except some info on the grounds, which we will get that to you in advance.

## **ADJORNMENT**

The meeting was adjourned at 8:29 p.m.

ATTEST:

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Jennifer Barrett, Recorder

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Barb Knop, Mayor