

# City of Rockaway Beach City Council Meeting Minutes



**Date:** Wednesday, January 9, 2019  
**Time:** 6:02 P.M.  
**Location:** Council Chambers, City Hall

## **ROLL CALL**

[Mayor - Joanne Aagaard: Present](#)  
[Position #1 - Nathan Beeman: Absent](#)  
[Position #2 - Sue Wilson: Present](#)  
[Position #3 - Kristine Hayes: Present](#)  
[Position #4 - Terry Walhood: Present](#)  
[Position #5 - James Doyle: Present](#)

The meeting was called to order at 6:02 PM in the City Council Chambers by Mayor Aagaard. Present: Mayor Aagaard, Councilors Kristine Hayes, Sue Wilson, Terry Walhood, and James Doyle. Also present: City Attorney John Putman, City Manager Terri Michel, Public Works Director Luke Shepard, Fire Chief Barry Mammano, Police Chief Charlie Stewart, and Park & Rec Director Melissa McCarty. Absent: Nathan Beeman.

## **ADMINISTER THE OATH OF OFFICE**

Marni Johnston, Finance Officer administered the Oath of Office to Mayor Aagaard and Councilor Walhood.

## **ELECT CITY COUNCIL PRESIDENT**

Doyle made a motion, seconded by Walhood, to elect Councilor Wilson as City Council President, motion carried.

[Position #5 - James Doyle: Motion](#)  
[Position #4 - Terry Walhood: 2nd](#)  
[Position #1 - Nathan Beeman: Absent](#)  
[Position #2 - Sue Wilson: Approve](#)  
[Position #3 - Kristine Hayes: Approve](#)  
[Position #4 - Terry Walhood: Approve](#)  
[Position #5 - James Doyle: Approve](#)

## **CONSENT AGENDA**

Putman made a correction to the December 12, 2018, minutes that reflected after the executive session motion to appeal. Walhood noted a typo in the minutes, changing self “scattering” to self “scouring”.

Walhood made a motion, seconded by Wilson, to approve the minutes of the December 12, 2018, City Council meeting as amended; motion carried.

[Position #4 - Terry Walhood: Motion](#)  
[Position #2 - Sue Wilson: 2<sup>nd</sup>](#)

[Position #1 - Nathan Beeman: Absent](#)  
[Position #2 - Sue Wilson: Approve](#)  
[Position #3 - Kristine Hayes: Approve](#)  
[Position #4 - Terry Walhood: Approve](#)  
[Position #5 - James Doyle: Approve](#)

Walhood made a motion, seconded by Doyle, to approve the December 12, 2018, check register as indicated: motion carried.

[Position #4 - Terry Walhood: Motion](#)  
[Position #5 - James Doyle: 2nd](#)  
[Position #1 - Nathan Beeman: Absent](#)  
[Position #2 - Sue Wilson: Approve](#)  
[Position #3 - Kristine Hayes: Approve](#)  
[Position #4 - Terry Walhood: Approve](#)  
[Position #5 - James Doyle: Approve](#)

### **CITIZEN INPUT ON NON-AGENDA ITEMS**

Patti Swain, 112 S Pacific St., had given a brief discussion on the Rockaway Beach Merchants Association. She said starting in February they were planning their second annual business scavenger hunt which would follow the City's Park & Rec's Easter Egg Hunt. She mentioned their efforts were to request a meeting between the City and the members of the Rockaway Beach Chamber Board of Directors and representatives from the Rockaway Beach Merchants Association. She said they would like to propose that they meet annually to review any events that need coordination between all parties to insure everyone is on the same page.

### **PRESENTATIONS, GUESTS & ANNOUNCEMENTS**

Nan Devlin, Tourism Director of Visit Tillamook Coast, presented information on the Visit Tillamook Coast Wayfinding Master Plan to improve the visitor experience in Tillamook County. She said the evening of February 11, in the Civic Facility, there would be a community planning session about the kind of signage the City might want in Rockaway Beach. She mentioned a clear and attractive wayfinding system was essential to guiding residents and visitors alike throughout the county while also enhancing their understanding and experience of these amazing places.

### **STAFF REPORTS**

Park & Rec Director Melissa McCarty reported that the Italian Dinner would be on Saturday, March 2<sup>nd</sup> from 5-7:30 PM in the Civic Facility. She said it was Park & Recs second biggest fundraiser. She mentioned that donations were welcome. Fire Chief Barry Mammano stated they had 94 hours for the month. He said there were 8 fire calls along with 8 medical calls. He mentioned they had performed drills on several different types of equipment. Police Chief Stewart reported 110 overall arrest for the year of 2018. He expressed gratitude towards the PIBS and the volunteers with a remarkable total of nearly 3000 hours, 1100 phone calls and 1100 walk ins. He stated that on Wednesday, January 30 2019, from 2-5 P.M. homeless connect would be at the Secret Church in Tillamook for services of anyone in need of help. Public Works Director Luke Shepard mentioned he would be requesting that the engineering report for the Pacific Street LID made it on the agenda for the following meeting. He said he received official word that Ken Christenson would be retiring in March, with over 20 years of service to the City. Scott Fregonese provided a brief description of what urban renewal was and other funding opportunities. City Manager Terri Michel wanted to remind everyone of the joint workshop between Tillamook County and City of Tillamook regarding the banning of single use plastic bags taking place at the 911 center in Tillamook on January 22, 2019, at 6:00P.M. She made note that she received an email from Gordan McCraw regarding the protect your home from wildfires event taking place on January 28, 2019, at the Manzanita Pine Grove building at

1pm. She gave a brief description of the audit that the City had received from the auditor. She said Shepard and herself had been working on the parking ordinance. She stated she had received the appraisal of the Greenwood property that was around \$1,500.00 in cost.

## **PUBLIC HEARING REGARDING PROPOSED ZONING ORDINANCE AMENDMENTS**

Mayor Aagaard opened the public hearing at 6:49 PM. Fregonese briefly covered updated information on the zoning code updates to improve clarity and ease of use. He said the City wanted to change the Planned Unit Development procedures so approval was final at the Planning Committee unless appealed. He stated the City wants to remove “certified return receipt mail”. He noted on the residential zones on the east side of Highway 101 would have a height limit of 29’. He stated only the R-3 and RMD had different height standards (currently 24’). He spoke about making schools a conditional use in the R-1 Zone. He spoke about an update on adding sandwich board regulations to the sign code. He discussed the no permanent RV inhabitation in RMD Zones. He stated RV’s can be inhabited for up to six months during construction of a dwelling. He noted the creation of food cart regulations. He briefly covered the removal of residential as outright use in key areas of the commercial zones. He mentioned the creation of adding Accessory Dwelling Units (ADU) regulations. Teri Butler, 1020 S Easy St., expressed her concern with the proposed changes in the RMD Zone. Janet McIntire, 947 Juniper St., announced her option and concerns regarding the amendments. Patrick McIntire, 947 Juniper St., spoke about the amendments in hopes of them being adopted. Aagaard closed the public hearing at 7:08 PM. Hayes expressed her concern and personal experience on the RMD Zone. Walhood expressed her concern with the proposed changes in the RMD Zone. Doyle questioned how the new 29’ height would work with CC&Rs. The council discussed the subject of whether or not to have a 30 or 90-day lease requirement within the City for ADUs. Hayes and Walhood spoke about people not getting notices, Michel and Fregonese said the City sent out notices City wide. Hayes suggested making a motion to pass the amendments removing the RV removal in the RMD Zone and change 90 days to 30 days for ADUs.

Hayes made a motion, seconded by Walhood, to approve the proposed amendments with the exception of 3.091 which is being referred back to the Planning Commission and 4.170(.030)(b)(2) changing it from 90 days to 30 days; motion carried.

[Position #3 - Kristine Hayes: Motion](#)

[Position #4 - Terry Walhood: 2nd](#)

[Position #1 - Nathan Beeman: Absent](#)

[Position #2 - Sue Wilson: Approve](#)

[Position #3 - Kristine Hayes: Approve](#)

[Position #4 - Terry Walhood: Approve](#)

[Position #5 - James Doyle: Approve](#)

Fregonese asked for direction regarding what the Council would like the Planning Commission to change with regard to RVs in the RMD Zone. Hayes mentioned enforcement on the time frame.

## **DISCUSS & ADOPT RESOLUTON NO. 19-674 REGARDNG FEES FOR LAND USE AND INFRASTRUCTURE ACTIONS**

Michel discussed updating the fee schedule 19-674 Exhibit A. She said this affect would happen immediately.

Hayes made a motion, seconded by Wilson, to approve the proposed fee schedule 19-674 exhibit A; motion carried.

[Position #3 - Kristine Hayes: Motion](#)

[Position #2 - Sue Wilson: 2nd](#)

[Position #1 - Nathan Beeman: Absent](#)

[Position #2 - Sue Wilson: Approve](#)

[Position #3 - Kristine Hayes: Approve](#)

[Position #4 - Terry Walhood: Approve](#)

[Position #5 - James Doyle: Approve](#)

### **ADOPT RESOLUTION NO. 19-675 ROCKAWAY BEACH PERSONNEL POLICY**

Michel spoke about the personnel policy. She mentioned this policy was written and reviewed by several CIS attorneys. She stated they provided a gateway to donate sick time to one another among employees when needed.

Doyle made a motion, seconded by Wilson, to adopt resolution no. 19-675 Rockaway Beach Personnel Policy: motion carried.

[Position #5 - James Doyle: Motion](#)

[Position #2 - Sue Wilson: 2nd](#)

[Position #1 - Nathan Beeman: Absent](#)

[Position #2 - Sue Wilson: Approve](#)

[Position #3 - Kristine Hayes: Abstain](#)

[Position #4 - Terry Walhood: Approve](#)

[Position #5 - James Doyle: Approve](#)

Michel spoke about adopting the FEMA Flood Hazards Overlay Zone Ordinance. Fregonese said in terms of the Federal government and the City, the City had already adopted them, but because of the 54-day noticing for the State, the City didn't do it in time so they were needing them to be readopted.

Wilson made a motion, seconded by Walhood, to adopt the Flood Hazards Overlay Zone as indicated in Rockaway Beach Zoning Ordinance as indicated by FEMA: motion carried.

[Position #2 - Sue Wilson: Motion](#)

[Position #4 - Terry Walhood: 2nd](#)

[Position #1 - Nathan Beeman: Absent](#)

[Position #2 - Sue Wilson: Approve](#)

[Position #3 - Kristine Hayes: Approve](#)

[Position #4 - Terry Walhood: Approve](#)

[Position #5 - James Doyle: Approve](#)

### **SECRETARY OF STATE PLAN OF ACTION**

Michel spoke about the letter that the City was required to send out to the secretary of state telling them the City's plan of action to take care of deficiencies, also referred to as material weaknesses, noted by the auditor in the 2017/2018 audit.

### **COUNCIL CONCERNS**

Wilson spoke about the Attorney contract, and asked to put out an Request for Proposal (RFP). Hayes said she was concerned about attorney fees and the budget. Wilson asked how the finance officer was doing on collecting Transient Room Tax. Michel stated collection was going quite well.

### **MAYOR'S REPORT**

### **ATTORNEY COMMENTS**

Putman gave an update on the judgment against the City of Rockaway Beach. He mentioned the City RFP was a surprise. He briefly explained how he supported the decision of seeking an RFP. He said his contract was up the end of the month. He asked for direction because his name was on the appeal and the City trial.

Wilson asked if it was possible to retain his services for the next 6 months. Putman explained why the attorney fees had been so large and why he had asked for help from CIS and another attorney.

Wilson made a motion, seconded by Doyle, to extend the attorneys contract from February 1<sup>st</sup> 2019 through July 31<sup>st</sup> 2019; motion carried.

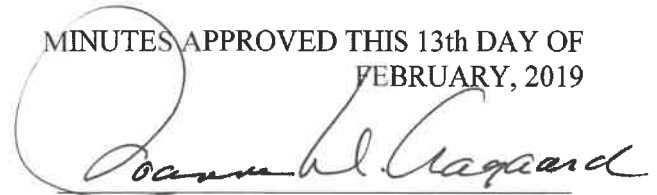
[Position #2 - Sue Wilson: Motion](#)  
[Position #5 - James Doyle: 2nd](#)  
[Position #1 - Nathan Beeman: Absent](#)  
[Position #2 - Sue Wilson: Approve](#)  
[Position #3 - Kristine Hayes: Approve](#)  
[Position #4 - Terry Walhood: Approve](#)  
[Position #5 - James Doyle: Approve](#)

### **ADJOURNMENT**

[Position #2 - Sue Wilson: Motion](#)  
[Position #4 - Terry Walhood: 2nd](#)  
[Mayor - Joanne Aagaard: Approve](#)  
[Position #1 - Nathan Beeman: Absent](#)  
[Position #2 - Sue Wilson: Approve](#)  
[Position #3 - Kristine Hayes: Approve](#)  
[Position #4 - Terry Walhood: Approve](#)  
[Position #5 - James Doyle: Approve](#)

Wilson made a motion, seconded by Walhood, to adjourn; motion carried. Mayor Aagaard adjourned the meeting at 8:26 pm.

MINUTES APPROVED THIS 13th DAY OF  
FEBRUARY, 2019



Joanne Aagaard, Mayor



Terri Michel, City Manager