

# City of Rockaway Beach City Council Meeting Minutes



**Date:** Wednesday, May 9, 2018  
**Time:** 6:00 P.M.  
**Location:** Council Chambers, City Hall

## CALL TO ORDER

Mayor Joanne Aagaard called the meeting to order at 6:00 p.m. There were nineteen (19) guests present.

## ROLL CALL

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

Also, present: City Manager Terri Michel, City Attorney John Putman, Public Works Director Luke Shepard, Fire Chief Barry Mammano, Police Chief Charlie Stewart and Parks and Recreation Director Melissa McCarty.

## APPROVAL OF MINUTES

Doyle requested that the term dates for the new Planning Commission members be listed on the minutes. Walhood made a motion, seconded by Beeman to approve the Consent Calendar, City Council Minutes of April 11, 2018 and April check register as indicated; motion carried.

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

## CITIZEN INPUT ON NON-AGENDA ITEMS

David McCall of 9633 1<sup>st</sup> St., Bay City, spoke representing the Master Recycling Program, and a proposed ban on single use plastic bags. He stated that he would like to speak to local businesses on how this could impact financially and then summarize in a report presented to City Council to hopefully gain their recommendation of the proposed ban.

## PRESENTATIONS, GUESTS & ANNOUNCEMENTS

None

## Proposed Downtown Improvements Project

City Planner John Fregonese spoke regarding the proposed Downtown Improvements Project and asked for Council permission to pursue funding. He planned for this to take two years. He said that the majority of comments that had come from the open house had been in reference to infrastructure improvements. He said that there was an existing 2000 Downtown Development Association Plan but some of the ideas had not been implemented. He said he would work to figure out how to implement and fund the projects such as paving and landscaping the City parking

lot, improving areas without sidewalks, improving the crossing over the Port of Tillamook Bay RR right-of-way, bike parking in downtown, pedestrian lighting improvements and lastly public restroom improvements or the addition of another public restroom. He listed some improvements that were already happening such as Tillamook County Transportation District adding bus stops in Rockaway Beach and the paving grant from ODOT for N. 3<sup>rd</sup> Ave. from Hwy 101 to Coral Street. He said one option was to fund projects through an (LID), Local Improvement District. He said that there was a Rockaway Beach City ordinance from 1959 available to do a LID. He projected the timeline, from City Council approval, draft of initial concept, public open house and workshop development of initial proposal and budget, then return to City Council would be approximately four to six months, if the plan was pushed aggressively. Walhood asked if the LID would interfere with the Fire Department. She was told it would not as the LID was a tax, not a bond. Doyle asked about payment for these services to Fregonese Associates. Fregonese stated no additional revenue would be generated until the end of the project.

Beeman made a motion, seconded by Doyle to give permission for Fregonese Associates to pursue funding and proceed with the Downtown Improvement Project.

Position #1 - Nathan Beeman: Motion

Position #5 - James Doyle: 2nd

Position #2 - Sue Wilson: Absent

Position #3 - Kristine Hayes: Absent

Position #4 - Terry Walhood: Approve

## STAFF REPORTS

Parks and Recreation Director Melissa McCarty reported on prior fundraising and meeting the goal of \$13,000.00. She stated the Summer Program would begin with a beach cleanup on July 5, 2018. She announced that summer field trips included movies and a ride with the Garibaldi Coast Guard. She said that the registration forms would be available at City Hall and on the City website. Doyle asked if families visiting on vacation could join the program and McCarty stated they would definitely be welcome and she would be leaving registrations at local hotels.

Fire Chief Barry Mammano reported there were 15 members with the volunteer fire department. He said there had been 4 fires with one fatality, 17 medical calls and 1 water rescue. He said that they would be testing their remote-control boat in the surf and invited the public to attend.

Police Chief Charlie Stewart stated that they had been busy with fund raising and training. He said they had received an ODOT grant and seatbelt traffic enforcement grant. He said the bid process for replacing lighting and external façade had been completed and had come in under budget and he projected the project would be completed mid-June. He reported 246 hours by the volunteers and there was going to be a volunteer appreciation dinner May 18 in the Civic Facility.

Public Works Director Luke Shepard reported there had been 10 tons of asphalt put down and repair done to pot holes. He said there would be a large overlay paving after July, and they were trying to get S. Easy St. from S. 6<sup>th</sup> Ave. to S. 3<sup>rd</sup> Ave. done before July. He reported that Phase 1 of the Nature Preserve project was slated to begin, the Washington St. crosswalk was under construction and he was receiving bids for the Rock Creek Culvert project and the Beacon Street project. He reported that Public Works had replaced 6.5 tons of filter material in sand filters this week. Shepard reported that he had decided to reduce the amount of time the dumpster was left at the Wayside, placing it 7/4/18 through 7/6/18. Tues.- Thurs. He added that there would be a secondary dumpster at Public Works. Doyle asked that public works put signs stating, "not for public garbage". Walhood asked if improvements with the Rock Creek Culvert project would help with flooding around Coral Street. Shepard said it would not help typical flooding but the repair was for larger flooding and preventing failure.

City Manager Terri Michel addressed the previous statement made regarding ownership of the Police building by the International Police Museum and stated that it was indeed owned by the City. She said that she had addressed the complaint regarding the light on the cell tower and it was on private property owned by Greenwood Resources, who she contacted, he stated he would look at the contract and find out why the light had been changed. She said that the FAA had approved the flyover for the 4<sup>th</sup> of July parade and was now waiting for the Pentagon. She announced that the 2018 parade theme was, 'Celebration of the Sea in RB'. She reported that the FEMA maps needed to be adopted by the City Council, and that she would prepare that. She said that the FEMA buyout contract for 167 S. Dolphin Street under review by Putman.

#### **APPROVAL OF RESOLUTION NO. 18-667 AUTHORIZING THE CREATION OF A DEBT SERVICE RESERVE FUND**

Mayor Aagaard stated that at the April 11, 2018, regular City Council meeting the Council decided to table this resolution until there was clarification regarding whether the funds would come out of General Fund or Police Funds. She said funding for Police expenditures were out of the General Fund therefore, the Debt Service Reserve Fund for the balloon payment on the Police Department building would come out of the General Fund. Walhood made a motion, seconded by Beeman, to approve Resolution No. 18-667 authorizing the creation of a debt service reserve fund; motion carried.

Position #1 - Nathan Beeman: Second: Approve

Position #2 - Sue Wilson: Absent

Position #3 - Kristine Hayes: Absent

Position #4 - Terry Walhood: Motion: Approve

Position #5 - James Doyle: Approve

#### **PUBLIC HEARING ON PROPOSED USES OF STATE REVENUE SHARING FUNDS FOR FISCAL YEAR 2018-2019**

Mayor Aagaard convened the public hearing at 6:41 p.m. for the purpose of receiving testimony regarding proposed uses of State Revenue Sharing Funds in the 2018-2019 budget, as required by ORS 221.770(1)(B). She asked if there was anyone desiring to testify on the matter before the Council. Penny Cheek, 135 S. Lagoon Street, spoke regarding her previous request for the Race of Champions, stated that the Special Olympics Oregon Field Representative was quitting and so there cannot be a race. She suggested that the \$1,000.00 instead be donated to Special Olympics Tillamook. Mayor Aagaard concluded the public hearing on the proposed uses of State Revenue Sharing Funds to be received by the City of Rockaway Beach in its 2018-2019 budget. She declared the public hearing closed at 6:47 p.m.

#### **PUBLIC HEARING ON BUDGET FOR FISCAL YEAR 2018-2019**

Mayor Aagaard convened the public hearing at 6:47 p.m. for the purpose of receiving testimony regarding proposed 2018-2019 budget for the City of Rockaway Beach. Mayor Aagaard asked twice if there was any further testimony. There was none. She concluded the public hearing on the proposed 2018-2019 budget for the City of Rockaway Beach and declared it closed at 6:48 p.m.

#### **FINAL BUDGET DISCUSSION**

Doyle spoke on behalf of the International Police Museum, requesting funds. He noted did not present a request at the initial meetings. Walhood explained to David Elkins that the request for funds for Emergency Management was not allocated because he had proposed it outside of the City. Doyle asked if funds from Special Olympics could go to The International Police Museum. Walhood asked that the funds be divided 1/3 each between the Race of Champions, the International Police Museum and the Rockaway Beach Emergency Management Committee. Doyle made a motion, seconded by Beeman, to apply the \$1,000 from the general fund between the three entities listed; motion carried.

Position #5 - James Doyle: Motion: Approve

Position #1 - Nathan Beeman: 2<sup>nd</sup>: Approve

Position #2 - Sue Wilson: Absent  
Position #3 - Kristine Hayes: Absent  
Position #4 - Terry Walhood: Approve

**APPROVAL OF RESOLUTION NO. 18-669, ADOPTING THE CITY BUDGET FOR FY 2018-2019**

Mayor Aagaard stated this one resolution contained all four actions required for Adoption of the City FY 2018-2019 Budget

- ADOPTING THE FY 2018-2019 BUDGET;
- APPROVING THE APPROPRIATION OF FUNDS;
- CATEGORIZING TAXES; AND
- APPROVING THE TAX LEVY

Beeman made a motion, seconded by Walhood, to adopt the City Budget for FY 2018-2019; motion carried.

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

**APPROVE A PROCLAMATION DECLARING MAY 13-19, 2018, POLICE WEEK IN ROCKAWAY BEACH**

Walhood made a motion, seconded by Beeman to approve a proclation declaring May13-19, 2018, police week in Rockaway Beach; motion carried.

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

**APPROVE ROCK CREEK CULVERT REPLACEMENT PROJECT**

Doyle made a motion, seconded by Walhood, to award the contract to the lowest responsible bidder received for the Rock Creek Culvert Replacement Project; motion carried.

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

**APPROVE BREAKER AVENUE WATER MAIN PROJECT**

Included in Council packets was the Engineer's estimated bid comparison and the Project plan set for the Breaker Avenue Water Main. Walhood made a motion, seconded by Doyle to award the contract to the lowest responsible bidder for the project to begin; motion carried.

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

### **RESOLUTION NO. 18-670 INITIATE PUBLIC IMPROVEMENTS ON N. PACIFIC ST.**

Mayor Aagaard stated that N. Pacific Street between N. 3<sup>rd</sup> and N. 11<sup>th</sup> was in poor condition. Because of this, the City was wishing to have to City Engineer submit a report for improvements. She said that in order to proceed, approval of this resolution was necessary. Doyle made a motion, seconded by Beeman, to approve Resolution No. 18-670 to initiate public improvements on N. Pacific St.; motion carried.

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

### **REVIEW PROPOSED ORDINANCE ESTABLISHING RULES AND REGULATIONS TO SHORT TERM RENTALS**

Enclosed in the Council packets was a proposed ordinance regulating short term rentals. She said that something similar to this must be in place as the City moves forward with engaging in a contract with STR Helper, as had been discussed at previous meetings. She noted that this was for discussion only this evening. Doyle asked if houses would be inspected. Michel stated they would be. Putman stated most Cities used complaint driven enforcement, he stated that by implementing this program, we would be taking on the responsibility to enforce inspections. It was noted that the State Fire Marshall would establish occupancy. Elkins asked if there would be a rate increase for business licenses with the new program. Michel stated there would be. Mayor Aagaard stated it was a consensus of the City Council to proceed with this.

### **COUNCIL CONCERNS**

Beeman thanked Penny Cheek for all of her past hard work with the Race of Champions. Walhood stated she was looking forward to all of the projects moving forward. Doyle stated he that he was happy that the Washington Street crosswalk would be moving forward.

### **MAYOR'S REPORT**

Mayor Aagaard stated that she was looking forward to the Nature Preserve Project getting started.

### **ATTORNEY COMMENTS**

No comments

### **ADJOURN**

Beeman made motion, seconded by Walhood, to adjourn the meeting; motion carried.

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

Mayor Aagaard adjourned the meeting at 7:43 p.m.

MINUTES APPROVED THIS 13<sup>TH</sup> DAY OF JUNE, 2018.



Joanne Aagaard, Mayor

  
Terri Michel, City Manager