



# City of Rockaway Beach

## City Council Workshop Minutes

---

**Date:** Wednesday, February 8, 2023  
**Time:** 5:00 P.M – 6:00 P.M.  
**Location:** Rockaway Beach City Hall, 276 HWY 101 -Civic Facility

**Join the worksession remotely here:**

City Council Workshop  
Meeting ID: 862 7824 9844  
Passcode: 723591

***What is a City Council Workshop?** Workshops are intended to allow for preliminary discussions by the city council and staff. Workshops are held to present information to the council so that the council is prepared for upcoming regular meetings. Workshops are subject to Oregon's Public meeting law and must be noticed accordingly. No final City Council decisions are made during workshops. The public is encouraged to attend workshops but may not participate unless expressly asked.*

---

### **WORKSHOP AGENDA**

#### **1. CALL TO ORDER**

#### **2. ROLL CALL**

[Mayor – Charles McNeilly: Present](#)  
[Position #3 - Kristine Hayes: Present](#)  
[Position #4 - Vacant](#)  
[Position #1 - Mary McGinnis: Present](#)  
[Position #5 - Penelope Cheek: Present](#)  
[Position #2 - Tom Martine: Present](#)

#### **3. COUNCIL BRIEFING/DISCUSSION**

- a. Council Vacancy Appointment Process-** The Council discussed the new process they would like to see to fill the vacant council position. Council reached a consensus for an application deadline of March 1<sup>st</sup>. City manager to develop and administer the process.
- b. Rules and Procedures-** City Manager Luke Shepard suggested amendments to the existing council meeting rules and procedures. Council discussed other suggested amendments. City Manager to develop draft from Council feedback.
- c. Planning Commission – Tree Ordinance-** City Manager Luke Shepard explained that the Planning Commission requested direction on potential rules regarding trees in the city. Due to time constraints, the discussion was short. Issue to be discussed further at a later date.

**d. Regular Council Meeting Agenda Items-** City Manager Luke Shepard briefed the council on the February 8<sup>th</sup> meeting agenda items.

#### **4. ADJOURNMENT**

Martine made a motion to adjourn the meeting, seconded by Cheek, meeting adjourned at 6:00pm.

Position #2 - Tom Martine: Motion

Position #5 - Penelope Cheek: 2nd

Position #3 - Kristine Hayes: Approve

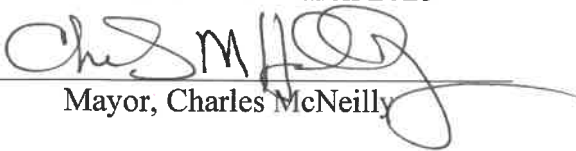
Position #4 - Vacant

Position #1 - Mary McGinnis: Approve

Position #5 - Penelope Cheek: Approve

Position #2 - Tom Martine: Approve

MINUTES APPROVED THIS  
8<sup>TH</sup> DAY OF March 2023

  
\_\_\_\_\_  
Mayor, Charles McNeilly

  
\_\_\_\_\_  
City Manager, Luke Shepard