



City of Rockaway Beach

Regular City Council Meeting Agenda - Amended

Date: Wednesday, August 9, 2023
Time: 6:00 P.M.
Location: Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

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[Regular City Council Meeting](#)

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1. CALL TO ORDER – Charles McNeilly, Mayor

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Mayor: Charles McNeilly

Councilors: Penny Cheek, Mary McGinnis, Tom Martine, Kristine Hayes, Alesia Franken

4. CONSENT AGENDA

- a. Approval of July 12, 2023 Regular Meeting Minutes
- b. Approval of July 12, 2023 Workshop Minutes
- c. Review of July 2023 Check Register

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

- ~~a. Jetty Creek Watershed Working Group (item removed from agenda)~~
- b. Streets Improvement Plan Proposal – Matt Del Moro, HBH Consulting Engineers
- c. Salmonberry Trail Community Path Design Memorandum – Jon-Paul Bowles, Destination Management Advisors

6. STAFF REPORTS

- a. Fire Department
- b. Sheriff's Office
- c. Public Works
- d. City Manager

7. PUBLIC HEARING – None Scheduled

Rockaway Beach City Hall is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-374-1752.

8. CITIZEN INPUT ON NON-AGENDA ITEMS

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

- a. Consideration of **Resolution 23-999** Adopting Community Path Design Memorandum
- b. Consideration of **Resolution 23-1001** Approving a Proposal from HBH Consulting Engineers for a Street Capital Improvements Plan
- c. Consideration of **Resolution 23-1002** Adopting Paid Leave Oregon Policy

11. ITEMS REMOVED FROM CONSENT AGENDA

12. COUNCIL CONCERNS

13. MAYOR'S REPORT

14. ADJOURNMENT



City of Rockaway Beach

Regular City Council Meeting Minutes

Date: Wednesday, July 12, 2023
Location: Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Start time: [06:00:34 PM \(00:00:52\)](#)

[Mayor - Charles McNeilly: Present](#)

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

[Position #4 - Alesia Franken: Present](#)

[Position #1 - Mary McGinnis: Present](#)

[Position #5 - Penelope Cheek: Present](#)

[Position #2 - Tom Martine: Present](#)

Staff Present: Luke Shepard, City Manager; Melissa Thompson, City Recorder; Dan Emerson, Public Works Superintendent; Todd Hesse, Fire Chief; and Kevin Grogan, Sheriff's Department Deputy.

4. CONSENT AGENDA

Start time: [06:01:07 PM \(00:01:25\)](#)

- a. Approval of June 14, 2023 Regular Meeting Minutes
- b. Approval of June 14, 2023 Workshop Minutes
- c. Review of June 2023 Check Register
- d. ~~Consideration of **Resolution 23-1000** Reappointing Budget Committee Members Dave May and Susan Hennessy Schaeffbauer (item removed from consent agenda)~~
- e. Consideration of **Resolution 23-998** Adopting the Rockaway Beach Public Works Department's Mobile Equipment Plan

Hayes requested that item 4d be removed from the consent agenda.

Martine made a **motion**, seconded by McGinnis, to adopt the Consent Agenda minus item d.

The **motion carried** by the following vote:

[Position #2 - Tom Martine: Motion](#)

[Position #1 - Mary McGinnis: 2nd](#)

[Position #3 - Kristine Hayes: Approve](#)
[Position #4 - Alesia Franken: Approve](#)
[Position #1 - Mary McGinnis: Approve](#)
[Position #5 - Penelope Cheek: Approve](#)
[Position #2 - Tom Martine: Approve](#)

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

a. Community Grant Recipients End of Year Reports

i. Friends of the Rockaway Beach Library – Jean Scholtz

Start time: [06:04:29 PM \(00:04:46\)](#)

Scholtz presented a report on how the Friends of the Rockaway Beach Library utilized grants in 2022-2023. She thanked the city for its support. McGinnis commented that the library is a vital part of the community and the City is glad to support it with grants.

ii. Meals for Seniors, Inc. – Teri Bruneau

Start time: [06:40:24 PM \(00:40:42\)](#)

Bruneau provided a report on how Meals for Seniors, Inc. used Community Grant funds to help provide meals to homebound seniors. She shared they were in the process of remodeling the kitchen facilities they rent at St. Mary by the Sea. She noted that during the remodel they wanted to use the city's civic facility kitchen to prepare meals, but it is not licensed for commercial use. Bruneau shared that they were able to use Beach Bite's kitchen to prepare meals. Bruneau answered clarifying questions and thanked the City for the support.

iii. Tides of Change – Valerie Bundy

Start time: [06:13:18 PM \(00:13:36\)](#)

Bundy presented her report on how Community Grant funds were used by Tides of Change to directly support survivors of domestic and sexual violence. She expressed her appreciation for the funding. Hayes commented that the Chamber of Commerce offers a non-profit table at the market and suggested that Tides of Change provide the Chamber with a list of requested items for donation to display on the table. Councilors expressed their appreciation to Bundy for the important work the agency provides.

b. Stormwater Feasibility Study – Matt Del Moro, HBH Consulting Engineers

Start time: [06:18:20 PM \(00:18:38\)](#)

Del Moro shared a presentation, providing an overview of HBH Consulting Engineers' proposal for a stormwater feasibility study. In response to a question from Shepard regarding the timeline, Del Moro estimated that the site survey would start in mid-July and be completed mid-August, with a goal to complete the final report by the end of September.

McNeilly expressed appreciation for HBH's practical approach. Cheek commented on a specific area of flooding concern. Del Moro and Shepard answered clarifying questions for Hayes regarding fees for survey work.

6. STAFF REPORTS

a. Fire Department

Start time: [06:26:20 PM \(00:26:37\)](#)

Hesse summarized his staff report, noting that July was much busier than June. He acknowledged Vacasa for participating in a public education trial to place fire safety and campfire rules, as well as water safety information, in vacation rentals. Hesse announced that the countywide burn ban will take effect on July 15, 2023, noting that permitted residential fire pits are allowed until further notice. He added that two new seasonal firefighters, Dante Diaz and Warner Bryan, joined the department the previous week. He also shared that Geoff Grace was promoted from part-time to the full-time Captain position. Hesse reported that the department began working with the Insurance Services Office (ISO) on a new rating survey for fire protection for the community. He indicated that the community was currently rated at level 5 and there was potential to improve the rating, which could help improve fire insurance costs. Hesse shared that the department would be doing a live controlled fire operation near Jetty Fishery on July 13th.

McGinnis thanked Hesse for the Fire Rescue Department's work and acknowledged the level of comfort that having well-trained staff provided over the July 4th holiday. There was brief discussion regarding encouraging all vacation rentals to participate in the trial public education program, and additional materials that could be provided. Hesse answered clarifying questions for McNeilly regarding staffing. At the request of Martine, Hesse reported how a drone was successfully used to locate a lost child.

b. Sheriff's Office

Start time: [06:44:22 PM \(00:44:40\)](#)

Grogan commented on summer traffic and requested that people be observant of pets, property, and people. He summarized the Sheriff's Office report for June 2023. Grogan added that Tillamook County dispatched extra Deputies to work traffic over the past few weeks, resulting in more citations and conversations. He reported that he recently attended Emergency Medical Technician (EMT) training. Grogan requested that residents use the Sheriff's dispatch non-emergency number, (503) 815-1911, to report issues that are not an emergency.

McGinnis expressed appreciation for the Sheriff Department's work.

c. Public Works

Start time: [06:47:18 PM \(00:47:35\)](#)

Emerson presented his report on Public Works department activities in June. He answered clarifying questions for the Council. Cheek commended the Public Works Department's work for the July 4th parade. Hayes also thanked Emerson, commenting on the benefit provided by having extra restroom and garbage facilities for the holiday.

d. City Manager

Start time: [06:51:24 PM \(00:51:42\)](#)

Shepard expressed thanks to all of the volunteers for their work on the 4th of July events. He reviewed the business items on the agenda. Shepard explained that the Public Works Department's Mobile Equipment Plan being considered for adoption through Resolution 23-998 was presented at the City Council Workshop in June.

7. PUBLIC HEARING

a. Ordinance 23-443 Amending the Rockaway Beach Code of Ordinances, Sections 95.07, 90.02 and 90.99 Regulating the Sale, Discharge, and Noise of Fireworks within the City of Rockaway Beach

Start time: [06:59:42 PM \(01:00:00\)](#)

McNeilly introduced the public hearing to receive comment on proposed Ordinance 23-443.

McNeilly opened the public hearing at 7:00 p.m.

In response to an audience member question, it was reported that a map of city limits is available on the city website.

Carolyn Walters read a statement from someone unable to attend the meeting, commenting in opposition to any fireworks except for the professional show. Walters also shared a comment from North Coast Ecology, indicating that the scale of what was left on the beach was an ecological disaster, and noting that Cannon Beach compliance had been achieved by full support of the city and utilization of assistance from CERT teams with radios. Walters requested that the City form a group of volunteers now in order to have a plan to assist law enforcement with compliance next July. She offered to assist or chair the group.

McNeilly noted that four written comments were received, with three in favor of the ordinance and one opposed.

There being no further public comments, McNeilly closed the public hearing at 7:04 p.m.

b. Ordinance 23-444 Amending the Rockaway Beach Code of Ordinances, Chapter 33, Sections 33.01 and 33.02, and Removing Section 33.10 and Sections 33.12 through 33.38

Start time: [07:04:43 PM \(01:05:01\)](#)

McNeilly introduced the public hearing to receive comment on proposed Ordinance 23-444.

McNeilly opened the public hearing at 7:05 p.m.

No audience members wished to comment.

McNeilly closed the public hearing at 7:06 p.m.

8. CITIZEN INPUT ON NON-AGENDA ITEMS

No audience members wished to comment.

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

a. Consideration of Resolution 23-997 Approving a Proposal from HBH Consulting Engineers for a Feasibility Study to Evaluate Flooding that Exists on Coral Street and South 2nd Avenue

Start time: [07:06:55 PM \(01:07:13\)](#)

McNeilly explained that the resolution would approve a proposal for a feasibility study that will include proposed project alternatives and cost estimates for addressing flooding issues. The proposal estimate for time and materials is \$26,750.

No audience members wished to comment.

McGinnis made a **motion**, seconded by Hayes, to approve Resolution 23-997.

McGinnis commented that the City Manager has kept the Council apprised of the ongoing flooding issue, and it was now time to take action to address it.

The **motion carried** by the following vote:

[Council Position 1 - Mary McGinnis: Motion](#)
[Council Position 3 - Kristine Hayes: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Approve](#)
[Council Position 4 - Alesia Franken: Approve](#)

b. Consideration to Make an Appointment to the Planning Commission to Fill Vacant Position 6

Approximate start time: 7:10 PM

McNeilly noted that the applications received for the open position were included in the Council packets for review, and the two applicants for the vacant Planning Commission Position 6 were Victor Troxel and Nancy Laga Lanyon. McNeilly thanked the applicants on behalf of the Council for their willingness to serve the community. He explained that the City Charter authorizes the Mayor to nominate for such vacancies, ~~the~~ for appointment by a majority of the Council.

No audience members wished to comment.

McNeilly announced that after careful consideration he nominated Nancy Laga Lanyon to fill position #6 of the Rockaway Beach Planning Commission.

Hayes made a **motion**, seconded by Franken, to appoint Nancy Laga Lanyon to the Rockaway Beach Planning Commission.

Hayes commented that Lanyon had a great resume. In response to an inquiry from Cheek, Lanyon confirmed that she did not have a real estate license. Hayes added that Lanyon was very involved in the community.

The **motion carried** by the following vote:

[Council Position 3 - Kristine Hayes: Motion](#)
[Council Position 4 - Alesia Franken: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Approve](#)
[Council Position 4 - Alesia Franken: Approve](#)

McGinnis commented that the next Planning Commission meeting was July 20th and Lanyon should plan to attend.

c. **Consideration of Resolution 23-995 Adopting City Council Meeting Rules and Procedures**

Approximate start time: 7:13 PM

McNeilly explained that the resolution would approve updating Council Meeting Rules and Procedures. He noted that included in the Council packets was a markup copy showing changes to the rules since the June workshop. McNeilly explained that the amendment and removal of the old rules would be enacted by Ordinance 23-444 later in the meeting.

No audience members wished to comment.

McGinnis made a **motion**, seconded by Hayes, to adopt Resolution 23-995 Adopting the City Council Meeting Rules and Procedures.

The **motion carried** by the following vote:

[Council Position 1 - Mary McGinnis: Motion](#)
[Council Position 3 - Kristine Hayes: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Approve](#)
[Council Position 4 - Alesia Franken: Approve](#)

d. First & Second Reading by Title Only of Ordinance 23-444 An Ordinance Amending the Rockaway Beach Code of Ordinances, Chapter 33, Sections 33.01 and 33.02, and Removing Section 33.10 and Sections 33.12 through 33.38

Approximate start time: 7:15 PM

McNeilly introduced the proposed Ordinance and explained the City Charter provisions for Ordinance adoption.

Martine made a **motion**, seconded by Cheek to perform the first & second reading by title only of Ordinance 23-444.

McGinnis commented that one of reasons that the first and second reading were being performed back-to-back was that this was just a simple procedure to bring the codes up to compliance.

McNeilly performed the first and second reading by title only.

McGinnis made a **motion**, seconded by Martine, to approve the first and second reading by title only of Ordinance 23-444.

Hayes expressed her enthusiasm that the Ordinance was finally being approved after six months' time.

The **motions carried** by the following vote:

[Council Position 1 - Mary McGinnis: Motion](#)

[Council Position 2 - Tom Martine: 2nd](#)

[Council Position 1 - Mary McGinnis: Approve](#)

[Council President - Penny Cheek: Approve](#)

[Council Position 2 - Tom Martine: Approve](#)

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

[Council Position 4 - Alesia Franken: Approve](#)

e. Consideration to Adopt Ordinance 23-444 An Ordinance Amending the Rockaway Beach Code of Ordinances, Chapter 33, Sections 33.01 and 33.02, and Removing Section 33.10 and Sections 33.12 through 33.38

Approximate start time: 7:18 PM

McNeilly explained that with the first and second reading now complete, Ordinance 23-444 was ready for adoption.

Martine made a **motion**, seconded by Hayes, to adopt Ordinance No. 23-444.

The **motion carried** by the following vote:

[Council Position 2 - Tom Martine: Motion](#)
[Council Position 3 - Kristine Hayes: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Approve](#)
[Council Position 4 - Alesia Franken: Approve](#)

- f. **First & Second Reading by Title Only of Ordinance 23-443 An Ordinance Amending the Rockaway Beach Code of Ordinances, Sections 95.07, 90.02 and 90.99 Regulating the Sale, Discharge, and Noise of Fireworks within the City of Rockaway Beach**
Approximate start time: 7:20 PM

McNeilly announced that this was consideration to perform the first & second reading of Ordinance 23-443. He explained that the Ordinance amends the Code of Ordinances regulating the sale, discharge, and noise of fireworks within the City of Rockaway Beach. It removes Section 95.07, the noise exemption for fireworks. It amends Sections 90.02 E & F to make all sales within the City of Rockaway Beach unlawful without exception and eliminates the reference to fireworks on the beach. It amends Section 90.99 to add specific penalties.

Cheek made a **motion**, seconded by McGinnis, to perform the first & second reading by title only of Ordinance 23-443.

Cheek commented that the public made it clear that they don't want fireworks discharged in Rockway and it doesn't make sense to allow the sale of something that is not allowed. Hayes commented that she would like to see the city do a survey of citizens, and that she heard comments in favor of fireworks. Hayes acknowledged that there were many layers to the different types of fireworks and expressed desire to address illegal fireworks. Hayes also expressed concern about removing fundraising opportunities from the Chamber of Commerce. She commented that some fireworks discharged on the beach were legally permitted by the state.

The **motion carried** by the following vote:

[Council President - Penny Cheek: Motion](#)
[Council Position 1 - Mary McGinnis: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Disapprove](#)
[Council Position 4 - Alesia Franken: Approve](#)

McNeilly performed the first and second reading.

Martine made a **motion**, seconded by Cheek, to approve the first and second reading ~~of~~ ~~reading~~ by title only of Ordinance 23-443.

The **motion carried** by the following vote:

[Council Position 2 - Tom Martine: Motion](#)
[Council Position 1 - Mary McGinnis: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Disapprove](#)
[Council Position 4 - Alesia Franken: Approve](#)

g. Consideration to Adopt Ordinance 23-443 An Ordinance Amending the Rockaway Beach Code of Ordinances, Sections 95.07, 90.02 and 90.99 Regulating the Sale, Discharge, and Noise of Fireworks within the City of Rockaway Beach

Approximate start time: 7:27 PM

McNeilly explained that with the first and second reading now complete, Ordinance No. 23-443 was ready for adoption.

Cheek made a **motion**, seconded by Martine, to adopt Ordinance 23-443.

The **motion carried** by the following vote:

[Council President - Penny Cheek: Motion](#)
[Council Position 2 - Tom Martine: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Disapprove](#)
[Council Position 4 - Alesia Franken: Approve](#)

11. ITEMS REMOVED FROM CONSENT AGENDA

Approximate start time: 7:28 PM

a. Consideration of Resolution 23-1000 A Resolution Making Appointments to the Budget Committee

McNeilly introduced the proposed resolution to reappoint Dave May and Susan Hennessy Schaeftbauer to the Budget Committee.

No audience members wished to comment.

Hayes made a **motion** to deny Resolution 23-1000. The **motion died** for lack of a second.

Martine made a **motion**, seconded by McGinnis, to approve Resolution 23-1000.

McGinnis commented that in absence of any current written policy regarding reappointments or term limits for committee members, she felt that this was the fair thing to do. Hayes commented that one

of the members had been on the Budget Committee for over 20 years and did not seem engaged in the recent budget process. She advocated for new citizen engagement, posting of open committee positions, and adding to the agenda consideration of a procedure for appointments.

The **motion carried** by the following vote:

[Council Position 2 - Tom Martine: Motion](#)

[Council Position 1 - Mary McGinnis: 2nd](#)

[Council Position 1 - Mary McGinnis: Approve](#)

[Council President - Penny Cheek: Approve](#)

[Council Position 2 - Tom Martine: Approve](#)

[Council Position 3 - Kristine Hayes: Disapprove](#)

[Council Position 4 - Alesia Franken: Approve](#)

12. COUNCIL CONCERNS

Approximate start time: 7:33 PM

Cheek commented that she was pleased with how the July 4th parade turned out and she thanked all the volunteers. She said that Laura Schmidt did an excellent job organizing the parade. Cheek shared that all of the decorated houses were beautiful, and it was difficult to choose medal-winners. Cheek thanked the Fire Rescue Department for allowing her to ride on the fire truck in the parade. She also thanked the business association for putting up beautiful banners, and thanked Shepard for storing them. Cheek suggested that the Council and public consider a drone light show in lieu of fireworks next year on a trial basis.

Franken thanked all of the July 4th volunteers, City staff and Chief Hesse. She acknowledged the Community Grant recipients and thanked them for their reports and the services they provide. Franken welcomed Nancy Laga Lanyon to the Planning Commission.

Hayes commented that she was grateful for the Fire Department and Public Works over the holiday. She said she thought that we could do half the number of fireworks and expressed concern about the mess from the city's permitted show. She reiterated that she wanted to survey the community before considering a drone light show. Hayes requested that Accessory Dwelling Units (ADUs), park and recreation, and the process for committee members be placed on the agenda. She commented that she wanted to focus on some of the goals that the Council identified in common that she felt had been lost.

Martine shared that he had heard nothing but nice things about the 4th of July, that it was very enjoyable, and the volunteers were amazing. He noted that he felt it was the quietest year he had experienced. Martine added that Rockaway Beach is a good place to live.

McGinnis thanked City staff and volunteers for all of their work on July 4th. She reported that she attended the Tillamook County Counseling Center's summer picnic at Phyllis Baker Park, commending Public Works for the cleanliness of the park. She noted that it was nice to have a city that can be showcased because of all staff's hard work. McGinnis commented that she was interested in investigating a drone light show and suggested it could be an item for discussion at the next workshop. McGinnis shared that she receives many questions from residents regarding short-term

rentals and explained that the City is still in the process of collecting short-term rental data. McGinnis noted that Senate Bill 406 (SB406) passed with bi-partisan support in the state legislature. It will require amending the city's zoning ordinances to allow multiple-family housing in all residential areas. McGinnis commented that she is aware that the Chamber made a lot of money from the sale of fireworks and that it will be important to support the Chamber in other activities so that they can make up for that loss of funding.

13. MAYOR'S REPORT

Approximate start time: 7:44 PM

McNeilly reported that he and Shepard held their monthly "Coffee with City Manager and Mayor" meeting, adding that a summary of issues shared by residents was included in the agenda packet. McNeilly commented on residents' concerns about the need for more parking in Rockaway Beach, noted the economic value of parking for merchants, and called upon the City Council to embrace the need for more parking. McNeilly mentioned the Town Hall scheduled for July 19th that will include a State of City address and Salmonberry Trail design workshop. McNeilly also commented on the success of the July 4th events, commending the staff, volunteers, Public Works, Fire Department, consultant, and visitors. He read a note sent from Robert Newell to City Manager Shepard regarding the success of the Weiner Dog Races event. McNeilly expressed his gratitude to all who brought the 4th of July alive in Rockaway Beach. He shared his desire to continue to work collaboratively as a community.

14. ADJOURNMENT

Approximate start time: 7:47 PM

McGinnis **moved**, seconded by Martine, to adjourn the meeting at 7:47 p.m.

The **motion carried** by the following vote:

[Council Position 1 - Mary McGinnis: Motion](#)
[Council Position 2 - Tom Martine: 2nd](#)
[Council Position 1 - Mary McGinnis: Approve](#)
[Council President - Penny Cheek: Approve](#)
[Council Position 2 - Tom Martine: Approve](#)
[Council Position 3 - Kristine Hayes: Approve](#)
[Council Position 4 - Alesia Franken: Approve](#)

MINUTES APPROVED THIS
9TH DAY OF AUGUST 2023

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

DRAFT

City of Rockaway Beach

City Council Workshop Minutes



Date: Wednesday, July 12, 2023
Time: 4:30 P.M. – 5:40 P.M.
Location: Rockaway Beach City Hall, 276 HWY 101 - Civic Facility

1. CALL TO ORDER

Mayor McNeilly called the meeting to order at 4:30 p.m.

2. ROLL CALL

Start time: [04:30:06 PM \(00:00:30\)](#)

[Mayor - Charles McNeilly: Present](#)

[Council Position 1 - Mary McGinnis: Present](#)

[Council President - Penny Cheek: Present](#)

[Council Position 2 - Tom Martine: Present](#)

[Council Position 3 - Kristine Hayes: Present](#)

[Council Position 4 - Alesia Franken: Present \(arrived at 4:34 p.m.\)](#)

Staff Present: Luke Shepard, City Manager; Melissa Thompson, City Recorder; and Dan Emerson, Public Works Superintendent

3. COUNCIL BRIEFING/DISCUSSION

a. Consent Agenda Process Review

Start time: [04:31:08 PM \(00:01:31\)](#)

City Manager Shepard reviewed the process for utilizing the Consent Agenda. There was discussion about the types of items to be included on the Consent Agenda, with the Council providing general direction to Shepard.

b. Public Records Request Form and Policy Review (Item moved from 3e.)

Start time: [04:41:58 PM \(00:12:21\)](#)

Shepard presented the public records request policy, providing an overview of the statutory requirements and explaining that the state statutes informed the policy. Shepard answered clarifying questions. There was discussion regarding a desire to review fees related to records requests at a future workshop, along with an updated draft of the policy.

c. Street Improvement Plan Proposal Review (Item moved from 3d.)

Start time: [05:05:21 PM \(00:35:44\)](#)

Shepard summarized the proposal from HBH Consulting Engineers for a Street Capital Improvements Plan and answered clarifying questions. There was brief discussion regarding quality of streets, roads under the County's jurisdiction, repairs vs. improvements, community engagement, and stormwater management.

d. Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan (NHMP) 2023 Update (Item moved from 3b.)

Start time: [05:25:59 PM \(00:56:23\)](#)

Shepard provided an overview of the 2023 NHMP Update and explained that a draft had been completed and was available on the city's website. He noted that the plan is currently under review by the Oregon Department of Emergency Management (OEM) and the Federal Emergency Management Agency (FEMA). Shepard explained that by adopting the plan, the City maintains eligibility for federal funding and disaster relief aid. He answered clarifying questions for the Council.

e. Paid Leave Oregon Policy Review

Start time: [05:29:38 PM \(01:00:01\)](#)

Shepard gave an overview of the state-run Paid Leave Oregon program and explained that the City needed to adopt a policy in order to administer it. He noted that draft policy was informed by state law. Shepard answered clarifying questions.

f. City Website Non-Affiliate Links

Start time: [05:32:39 PM \(01:03:02\)](#)

McNeilly reported that there was a request from the Chamber of Commerce to provide a link on the city's website to the Chamber's website. McNeilly said that in general he did not find links to Chambers of Commerce on other city's websites that he reviewed. McNeilly explained that he wanted to see if there was Council interest in including website links to organizations that serve the community as a service to residents. After brief discussion, there was consensus to have further discussion at a future workshop.

Hayes commented that she would like to see any agenda item not addressed at a workshop to be listed first as unfinished business on the next workshop agenda. Cheek commented that she thought the Council had done very well in addressing agenda items. Shepard noted that items should always be listed on the agenda before they are discussed.

4. ADJOURNMENT

Start time: [05:39:10 PM \(01:09:33\)](#)

McGinnis made a **motion**, seconded by Martine, to adjourn the meeting at 5:39 p.m.

The **motion carried** by the following vote:

[Council Position 1 - Mary McGinnis: Motion](#)

[Council Position 2 - Tom Martine: 2nd](#)

[Council Position 1 - Mary McGinnis: Approve](#)

[Council President - Penny Cheek: Approve](#)

[Council Position 2 - Tom Martine: Approve](#)

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

[Council Position 4 - Alesia Franken: Approve](#)

MINUTES APPROVED THIS
9TH DAY OF AUGUST 2023

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

DRAFT

CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES & RESOURCES</u>					
10-31-4010	2,085.10	2,085.10	435,000.00	432,914.90	.5
10-31-4020	960.13	960.13	8,500.00	7,539.87	11.3
10-31-4040	3,407.94	3,407.94	26,000.00	22,592.06	13.1
10-31-4050	96.23	96.23	1,200.00	1,103.77	8.0
10-31-4060	10,065.52	10,065.52	30,000.00	19,934.48	33.6
	<u>16,614.92</u>	<u>16,614.92</u>	<u>500,700.00</u>	<u>484,085.08</u>	<u>3.3</u>
<u>GRANTS, LOANS & BONDS</u>					
10-33-4185	.00	.00	20,000.00	20,000.00	.0
	<u>.00</u>	<u>.00</u>	<u>20,000.00</u>	<u>20,000.00</u>	<u>.0</u>
<u>FEES & SERVICES</u>					
10-34-4060	265,404.80	265,404.80	280,000.00	14,595.20	94.8
10-34-4080	825.00	825.00	.00	(825.00)	.0
10-34-4085	2,262.50	2,262.50	21,000.00	18,737.50	10.8
10-34-4141	175.00	175.00	850.00	675.00	20.6
10-34-4142	946.00	946.00	11,500.00	10,554.00	8.2
10-34-4145	.00	.00	500.00	500.00	.0
10-34-4146	358.87	358.87	2,650.00	2,291.13	13.5
	<u>269,972.17</u>	<u>269,972.17</u>	<u>316,500.00</u>	<u>46,527.83</u>	<u>85.3</u>
<u>FIRE DEPARTMENT</u>					
10-35-4091	.00	.00	30,000.00	30,000.00	.0
10-35-4092	.00	.00	10,000.00	10,000.00	.0
10-35-4093	.00	.00	500.00	500.00	.0
10-35-4185	.00	.00	50.00	50.00	.0
10-35-4186	.00	.00	125,000.00	125,000.00	.0
	<u>.00</u>	<u>.00</u>	<u>165,550.00</u>	<u>165,550.00</u>	<u>.0</u>
<u>OTHER REVENUES</u>					
10-36-4120	.00	.00	12,500.00	12,500.00	.0
10-36-4150	700.69	700.69	12,000.00	11,299.31	5.8
10-36-4190	.00	.00	1,000.00	1,000.00	.0
	<u>700.69</u>	<u>700.69</u>	<u>25,500.00</u>	<u>24,799.31</u>	<u>2.8</u>

CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

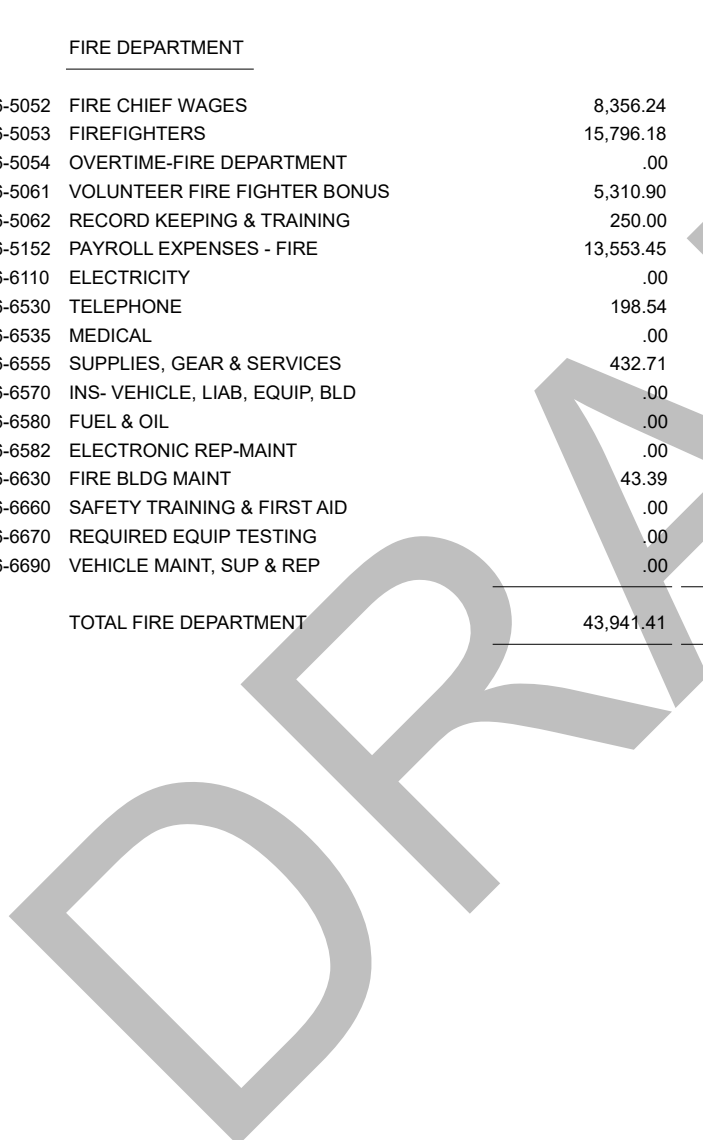
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>POLICE DEPARTMENT</u>						
10-37-4100	CITATIONS - FINES & FORFEITS	323.00	323.00	15,000.00	14,677.00	2.2
	TOTAL POLICE DEPARTMENT	323.00	323.00	15,000.00	14,677.00	2.2
<u>TRANSFERS</u>						
10-39-4030	TIF - TRT POLICE	.00	.00	344,921.00	344,921.00	.0
10-39-4032	TIF -SEWER OP	.00	.00	45,000.00	45,000.00	.0
10-39-4036	TIF-TRT-P&R	.00	.00	21,218.00	21,218.00	.0
10-39-4037	TIF - CC	.00	.00	45,000.00	45,000.00	.0
10-39-4038	TIF- TRT-GF PW CAP OUTLAY	.00	.00	39,187.00	39,187.00	.0
10-39-4052	TIF - TRT-CTY BEAUTIF	.00	.00	5,000.00	5,000.00	.0
10-39-4053	TIF - TRT FIRE DEPT	.00	.00	421,825.00	421,825.00	.0
10-39-4055	TIF - TRT USDA LOAN	.00	.00	64,000.00	64,000.00	.0
	TOTAL TRANSFERS	.00	.00	986,151.00	986,151.00	.0
	TOTAL FUND REVENUE	287,610.78	287,610.78	2,029,401.00	1,741,790.22	14.2

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-45-6531 CODE ENFORCEMENT	.00	.00	65,000.00	65,000.00	.0
10-45-6550 MATERIALS SUPPLIES	20,000.00	20,000.00	564,712.00	544,712.00	3.5
TOTAL POLICE DEPARTMENT	20,000.00	20,000.00	629,712.00	609,712.00	3.2
<u>FIRE DEPARTMENT</u>					
10-46-5052 FIRE CHIEF WAGES	8,356.24	8,356.24	102,700.00	94,343.76	8.1
10-46-5053 FIREFIGHTERS	15,796.18	15,796.18	138,136.00	122,339.82	11.4
10-46-5054 OVERTIME-FIRE DEPARTMENT	.00	.00	5,000.00	5,000.00	.0
10-46-5061 VOLUNTEER FIRE FIGHTER BONUS	5,310.90	5,310.90	41,250.00	35,939.10	12.9
10-46-5062 RECORD KEEPING & TRAINING	250.00	250.00	3,500.00	3,250.00	7.1
10-46-5152 PAYROLL EXPENSES - FIRE	13,553.45	13,553.45	223,697.00	210,143.55	6.1
10-46-6110 ELECTRICITY	.00	.00	3,500.00	3,500.00	.0
10-46-6530 TELEPHONE	198.54	198.54	8,500.00	8,301.46	2.3
10-46-6535 MEDICAL	.00	.00	10,000.00	10,000.00	.0
10-46-6555 SUPPLIES, GEAR & SERVICES	432.71	432.71	40,000.00	39,567.29	1.1
10-46-6570 INS- VEHICLE, LIAB, EQUIP, BLD	.00	.00	20,000.00	20,000.00	.0
10-46-6580 FUEL & OIL	.00	.00	10,000.00	10,000.00	.0
10-46-6582 ELECTRONIC REP-MAINT	.00	.00	1,500.00	1,500.00	.0
10-46-6630 FIRE BLDG MAINT	43.39	43.39	15,000.00	14,956.61	.3
10-46-6660 SAFETY TRAINING & FIRST AID	.00	.00	14,000.00	14,000.00	.0
10-46-6670 REQUIRED EQUIP TESTING	.00	.00	10,000.00	10,000.00	.0
10-46-6690 VEHICLE MAINT, SUP & REP	.00	.00	20,000.00	20,000.00	.0
TOTAL FIRE DEPARTMENT	43,941.41	43,941.41	666,783.00	622,841.59	6.6



CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-48-5057 OFFICE ASSISTANT	10,352.58	10,352.58	119,390.00	109,037.42	8.7
10-48-5065 OVERTIME - CITY HALL	.00	.00	4,000.00	4,000.00	.0
10-48-5075 ACCRUED VACATION - ADMIN	.00	.00	5,000.00	5,000.00	.0
10-48-5082 CITY MANAGER	6,649.86	6,649.86	83,790.00	77,140.14	7.9
10-48-5085 MAYOR & COUNCIL STIPEND	125.00	125.00	1,100.00	975.00	11.4
10-48-5152 PAYROLL EXP - ADMIN	8,919.75	8,919.75	172,690.00	163,770.25	5.2
10-48-6410 PLANNING & ZONING	.00	.00	155,000.00	155,000.00	.0
10-48-6440 REFUNDABLE DEPOSITS	.00	.00	500.00	500.00	.0
10-48-6530 TELEPHONE	.00	.00	6,000.00	6,000.00	.0
10-48-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	.00	8,000.00	8,000.00	.0
10-48-6571 TECHNOLOGY & DATA PROCESSING	.00	.00	45,000.00	45,000.00	.0
10-48-6577 ORDINANCE UPDATE	.00	.00	2,500.00	2,500.00	.0
10-48-6596 EMERGENCY SERVICES EXPENSE	.00	.00	2,000.00	2,000.00	.0
10-48-6666 CITY BEAUTIFICATION	.00	.00	3,000.00	3,000.00	.0
10-48-6667 STORM DAMAGE REPAIR	.00	.00	100.00	100.00	.0
10-48-6830 CITY HALL OPERATIONS	2,073.39	2,073.39	83,000.00	80,926.61	2.5
10-48-6831 DUES-CITY, OFFICIALS & STAFF	1,549.03	1,549.03	2,500.00	950.97	62.0
10-48-6835 BANK FEES	.00	.00	2,000.00	2,000.00	.0
10-48-6840 COURT COSTS	.00	.00	100.00	100.00	.0
10-48-6850 ATTORNEY	.00	.00	29,000.00	29,000.00	.0
10-48-6870 AUDIT & BOND	.00	.00	8,000.00	8,000.00	.0
10-48-6880 ADVERTISING	.00	.00	2,000.00	2,000.00	.0
10-48-6890 STATIONERY & SUPPLIES	.00	.00	12,000.00	12,000.00	.0
10-48-6915 TRAVEL & TRAIN-STAFF	.00	.00	5,000.00	5,000.00	.0
10-48-6920 BLDG MAINT-CTY HALL	3,451.84	3,451.84	35,000.00	31,548.16	9.9
10-48-6931 COUNCIL EXPENSE	.00	.00	1,000.00	1,000.00	.0
10-48-6932 CITY MANAGER FUND	.00	.00	500.00	500.00	.0
10-48-6954 REVENUE SHARING PMTS	.00	.00	60,000.00	60,000.00	.0
10-48-6999 OPERATING CONTINGENCY - GF	.00	.00	200,000.00	200,000.00	.0
10-48-8000 GENERAL FUND CAPITAL PROJECTS	.00	.00	60,405.00	60,405.00	.0
10-48-8041 TO - ROADS/STREETS, FRANCHISE	.00	.00	49,370.00	49,370.00	.0
10-48-8044 TO -FIRE EQUIPMENT RESERVE	.00	.00	45,000.00	45,000.00	.0
10-48-8518 DEBT SVC - USDA LOAN	54,625.00	54,625.00	140,000.00	85,375.00	39.0
TOTAL ADMINISTRATION	87,746.45	87,746.45	1,342,945.00	1,255,198.55	6.5
TOTAL FUND EXPENDITURES	151,687.86	151,687.86	2,639,440.00	2,487,752.14	5.8
NET REVENUE OVER EXPENDITURES	135,922.92	135,922.92	(610,039.00)	(745,961.92)	22.3

CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

FIRE EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
14-36-4120 INTEREST INCOME	.00	.00	1,200.00	1,200.00	.0
TOTAL OTHER INCOME	.00	.00	1,200.00	1,200.00	.0
<u>TRANSFERS</u>					
14-39-4026 TIF - GF	.00	.00	45,000.00	45,000.00	.0
14-39-4030 TIF - TRT	.00	.00	371,607.00	371,607.00	.0
TOTAL TRANSFERS	.00	.00	416,607.00	416,607.00	.0
TOTAL FUND REVENUE	.00	.00	417,807.00	417,807.00	.0

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

FIRE EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
14-47-7621 FIRE EQUIP & CAPITAL OUTLAY	.00	.00	375,000.00	375,000.00	.0
TOTAL FIRE DEPARTMENT	.00	.00	375,000.00	375,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	375,000.00	375,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	42,807.00	42,807.00	.0

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

LOAN PAYMENT RESERVE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
16-36-4120 INTEREST INCOME	.00	.00	2,500.00	2,500.00	.0
TOTAL OTHER INCOME	.00	.00	2,500.00	2,500.00	.0
TOTAL FUND REVENUE	.00	.00	2,500.00	2,500.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	2,500.00	2,500.00	.0

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

PROJECT & EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
21-36-4120 INTEREST INCOME	.00	.00	3,000.00	3,000.00	.0
TOTAL OTHER INCOME	.00	.00	3,000.00	3,000.00	.0
<u>TRANSFERS IN</u>					
21-39-4030 TIF - TRT	.00	.00	1,190,481.00	1,190,481.00	.0
TOTAL TRANSFERS IN	.00	.00	1,190,481.00	1,190,481.00	.0
TOTAL FUND REVENUE	.00	.00	1,193,481.00	1,193,481.00	.0

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

PROJECT & EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
21-47-7577 TOURISM CAPITAL PROJECTS	58,735.00	58,735.00	2,425,000.00	2,366,265.00	2.4
TOTAL CAPITAL OUTLAY	58,735.00	58,735.00	2,425,000.00	2,366,265.00	2.4
TOTAL FUND EXPENDITURES	58,735.00	58,735.00	2,425,000.00	2,366,265.00	2.4
NET REVENUE OVER EXPENDITURES	(58,735.00)	(58,735.00)	(1,231,519.00)	(1,172,784.00)	(4.8)

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STATE REVENUE</u>					
30-31-2985 RESTRICTED BIKE PATHS ODOT	.00	.00	1,000.00	1,000.00	.0
30-31-4340 STATE STREET - DMV - REVENUE	11,081.16	11,081.16	114,000.00	102,918.84	9.7
TOTAL STATE REVENUE	11,081.16	11,081.16	115,000.00	103,918.84	9.6
<u>OTHER REVENUE</u>					
30-36-4120 INTEREST INCOME	.00	.00	16,500.00	16,500.00	.0
TOTAL OTHER REVENUE	.00	.00	16,500.00	16,500.00	.0
<u>TRANSFERS</u>					
30-39-4030 TIF - TRT	.00	.00	370,926.00	370,926.00	.0
30-39-4038 TIF - GEN FND	.00	.00	49,370.00	49,370.00	.0
TOTAL TRANSFERS	.00	.00	420,296.00	420,296.00	.0
TOTAL FUND REVENUE	11,081.16	11,081.16	551,796.00	540,714.84	2.0

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
30-41-5055 MAINT WKR WAGES	5,180.13	5,180.13	75,658.00	70,477.87	6.9
30-41-5056 EXTRA LABOR	.00	.00	2,000.00	2,000.00	.0
30-41-5058 SUPER OF PUBLIC WORKS	.00	.00	11,090.00	11,090.00	.0
30-41-5059 PLANT OPERATOR - WATER OP	774.09	774.09	.00	(774.09)	.0
30-41-5065 OVERTIME	.00	.00	2,000.00	2,000.00	.0
30-41-5075 ACCRUED VAC - RDS & STS	.00	.00	2,000.00	2,000.00	.0
30-41-5082 CTY MANAGER - RDS & STS	949.99	949.99	11,970.00	11,020.01	7.9
30-41-5085 MAYOR & COUNCIL STIPEND	25.00	25.00	500.00	475.00	5.0
30-41-5152 PAYROLL EXP - RDS & STS	3,685.52	3,685.52	82,858.00	79,172.48	4.5
TOTAL PERSONNEL SERVICES	10,614.73	10,614.73	188,076.00	177,461.27	5.6
<u>MATERIALS & SERVICES</u>					
30-45-6125 ELECTRIC-STLITES-WYSD-CTYPRKS	38.16	38.16	2,100.00	2,061.84	1.8
30-45-6130 WAYSIDE & PARKS	3,854.52	3,854.52	35,000.00	31,145.48	11.0
30-45-6131 NATURE CONSERVANCY	.00	.00	5,000.00	5,000.00	.0
30-45-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	.00	5,000.00	5,000.00	.0
30-45-6572 STREET LIGHTS	1,396.00	1,396.00	23,000.00	21,604.00	6.1
30-45-6580 FUEL & OIL	.00	.00	7,000.00	7,000.00	.0
30-45-6592 PARKING LEASE	.00	.00	1,500.00	1,500.00	.0
30-45-6600 DRAINAGE & FLOOD CONTROL	.00	.00	10,000.00	10,000.00	.0
30-45-6610 SIDEWALKS, CURBS & FOOTPATHS	.00	.00	4,000.00	4,000.00	.0
30-45-6620 STREET SIGNS	.00	.00	6,000.00	6,000.00	.0
30-45-6667 STORM DAMAGE REPAIR	.00	.00	1,000.00	1,000.00	.0
30-45-6690 VEHICLE MAINT, SUPP & REP	.00	.00	15,000.00	15,000.00	.0
30-45-6800 ROADS, MATERIALS & SUPPLIES	322.54	322.54	32,000.00	31,677.46	1.0
TOTAL MATERIALS & SERVICES	5,611.22	5,611.22	146,600.00	140,988.78	3.8
<u>CAPITAL OUTLAY</u>					
30-47-7502 RDS-STIS IMPROVEMENT PROJECTS	.00	.00	67,000.00	67,000.00	.0
30-47-7506 RDS-STIS: CAPITAL IMPROV PLAN	.00	.00	150,000.00	150,000.00	.0
30-47-7507 RDS-STIS PW MOBILE EQUIP PLAN	.00	.00	30,000.00	30,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	247,000.00	247,000.00	.0
<u>CONTINGENCY</u>					
30-48-7999 CONTINGENCY - ROADS	.00	.00	50,000.00	50,000.00	.0
TOTAL CONTINGENCY	.00	.00	50,000.00	50,000.00	.0
TOTAL FUND EXPENDITURES	16,225.95	16,225.95	631,676.00	615,450.05	2.6

CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(5,144.79)	(5,144.79)	(79,880.00)	(74,735.21)	(6.4)

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

TRANSPORTATION SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
39-36-4120 INTEREST INCOME	.00	.00	1,000.00	1,000.00	.0
TOTAL OTHER INCOME	.00	.00	1,000.00	1,000.00	.0
<u>FEEES</u>					
39-38-4940 IMP FEES - TRANSPORT SDC	2,700.00	2,700.00	18,000.00	15,300.00	15.0
TOTAL FEES	2,700.00	2,700.00	18,000.00	15,300.00	15.0
TOTAL FUND REVENUE	2,700.00	2,700.00	19,000.00	16,300.00	14.2

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

TRANSPORTATION SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
39-47-7880 CONT MAT - IMP TRANS	.00	.00	185,000.00	185,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	185,000.00	185,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	185,000.00	185,000.00	.0
NET REVENUE OVER EXPENDITURES	2,700.00	2,700.00	(166,000.00)	(168,700.00)	1.6

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
40-34-4540 WATER SERVICE BASE	.00	.00	1,215,040.00	1,215,040.00	.0
40-34-4550 NEW WATER CONNECTIONS	300.00	300.00	28,250.00	27,950.00	1.1
40-34-4560 WATER MASTER PLAN	.00	.00	74,375.00	74,375.00	.0
TOTAL REVENUE	300.00	300.00	1,317,665.00	1,317,365.00	.0
<u>INTEREST & MISC</u>					
40-36-4120 INT - WATER OP	.00	.00	5,500.00	5,500.00	.0
40-36-4150 MISC RCPTS - WTR OP FUND	.00	.00	2,825,800.00	2,825,800.00	.0
TOTAL INTEREST & MISC	.00	.00	2,831,300.00	2,831,300.00	.0
TOTAL FUND REVENUE	300.00	300.00	4,148,965.00	4,148,665.00	.0

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
40-41-5054	.00	.00	2,338.00	2,338.00	.0
40-41-5055	8,345.39	8,345.39	112,500.00	104,154.61	7.4
40-41-5056	.00	.00	2,000.00	2,000.00	.0
40-41-5057	10,482.28	10,482.28	121,443.00	110,960.72	8.6
40-41-5058	.00	.00	49,031.00	49,031.00	.0
40-41-5059	8,808.87	8,808.87	96,078.00	87,269.13	9.2
40-41-5064	.00	.00	2,000.00	2,000.00	.0
40-41-5065	962.86	962.86	14,000.00	13,037.14	6.9
40-41-5067	.00	.00	1,000.00	1,000.00	.0
40-41-5075	.00	.00	5,000.00	5,000.00	.0
40-41-5082	949.99	949.99	11,970.00	11,020.01	7.9
40-41-5085	75.00	75.00	1,400.00	1,325.00	5.4
40-41-5152	15,172.84	15,172.84	289,633.00	274,460.16	5.2
TOTAL PERSONNEL SERVICES	44,797.23	44,797.23	708,393.00	663,595.77	6.3
<u>MATERIALS & SERVICES</u>					
40-45-6110	45.62	45.62	36,500.00	36,454.38	.1
40-45-6455	.00	.00	1,000.00	1,000.00	.0
40-45-6520	.00	.00	2,000.00	2,000.00	.0
40-45-6530	331.35	331.35	12,000.00	11,668.65	2.8
40-45-6534	630.78	630.78	35,000.00	34,369.22	1.8
40-45-6551	819.40	819.40	19,000.00	18,180.60	4.3
40-45-6570	.00	.00	29,000.00	29,000.00	.0
40-45-6574	.00	.00	11,000.00	11,000.00	.0
40-45-6580	.00	.00	10,000.00	10,000.00	.0
40-45-6667	.00	.00	500.00	500.00	.0
40-45-6690	430.23	430.23	13,500.00	13,069.77	3.2
40-45-6745	1,662.00	1,662.00	9,000.00	7,338.00	18.5
40-45-6750	1,063.29	1,063.29	63,000.00	61,936.71	1.7
40-45-6831	.00	.00	2,500.00	2,500.00	.0
40-45-6850	.00	.00	12,000.00	12,000.00	.0
40-45-6851	.00	.00	2,000.00	2,000.00	.0
40-45-6915	.00	.00	4,500.00	4,500.00	.0
40-45-6945	.00	.00	9,540.00	9,540.00	.0
40-45-6951	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	4,982.67	4,982.67	272,540.00	267,557.33	1.8
<u>CAPITAL OUTLAY</u>					
40-47-7601	.00	.00	3,010,000.00	3,010,000.00	.0
40-47-7602	.00	.00	175,000.00	175,000.00	.0
40-47-7603	.00	.00	40,000.00	40,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	3,225,000.00	3,225,000.00	.0

CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
40-48-7999 CONTINGENCY - WTR	.00	.00	30,000.00	30,000.00	.0
TOTAL CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
<u>TRANSFERS</u>					
40-49-8027 TO - CC - CH OPERATING	.00	.00	45,000.00	45,000.00	.0
40-49-8045 TO -WMP FUND	.00	.00	300,000.00	300,000.00	.0
TOTAL TRANSFERS	.00	.00	345,000.00	345,000.00	.0
TOTAL FUND EXPENDITURES	49,779.90	49,779.90	4,580,933.00	4,531,153.10	1.1
NET REVENUE OVER EXPENDITURES	(49,479.90)	(49,479.90)	(431,968.00)	(382,488.10)	(11.5)

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
42-36-4120 INTEREST INCOME	.00	.00	12,000.00	12,000.00	.0
TOTAL OTHER INCOME	.00	.00	12,000.00	12,000.00	.0
<u>TRANSFERS</u>					
42-39-4030 TIF - WATER OP	.00	.00	300,000.00	300,000.00	.0
TOTAL TRANSFERS	.00	.00	300,000.00	300,000.00	.0
TOTAL FUND REVENUE	.00	.00	312,000.00	312,000.00	.0

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
42-47-7555 WMP - IMPLIMENTATION PROJECTS	.00	.00	550,000.00	550,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	550,000.00	550,000.00	.0
<u>CONTINGENCY</u>					
42-48-7999 WATER MASTER PLAN CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
TOTAL CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	580,000.00	580,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	(268,000.00)	(268,000.00)	.0

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
47-34-4550 WATER DEBT REVENUE	.00	.00	148,650.00	148,650.00	.0
TOTAL UTILITY BILLING	.00	.00	148,650.00	148,650.00	.0
<u>OTHER INCOME</u>					
47-36-4120 INTEREST INCOME	.00	.00	1,200.00	1,200.00	.0
TOTAL OTHER INCOME	.00	.00	1,200.00	1,200.00	.0
TOTAL FUND REVENUE	.00	.00	149,850.00	149,850.00	.0

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
47-49-8512 NEDONNA BEACH WTR LINE - PRINC	.00	.00	205,000.00	205,000.00	.0
47-49-8520 WATER PLANT DS - PRINC	30,000.00	30,000.00	30,000.00	.00	100.0
47-49-8521 WATER PLANT DS - INT	4,500.00	4,500.00	8,650.00	4,150.00	52.0
TOTAL DEBT SERVICE	34,500.00	34,500.00	243,650.00	209,150.00	14.2
TOTAL FUND EXPENDITURES	34,500.00	34,500.00	243,650.00	209,150.00	14.2
NET REVENUE OVER EXPENDITURES	(34,500.00)	(34,500.00)	(93,800.00)	(59,300.00)	(36.8)

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
49-36-4120 INTEREST INCOME	.00	.00	1,200.00	1,200.00	.0
TOTAL OTHER INCOME	.00	.00	1,200.00	1,200.00	.0
<u>WATER SDC FEES</u>					
49-38-4935 REIMB FEES - WTR SDC FUND	552.00	552.00	9,800.00	9,248.00	5.6
49-38-4940 IMP FEES - WTR SDC FND	5,925.00	5,925.00	82,000.00	76,075.00	7.2
TOTAL WATER SDC FEES	6,477.00	6,477.00	91,800.00	85,323.00	7.1
TOTAL FUND REVENUE	6,477.00	6,477.00	93,000.00	86,523.00	7.0

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
49-47-7880 CONT MAT - IMP WTR	.00	.00	310,000.00	310,000.00	.0
49-47-7885 CONT MAT - REIMB WTR	.00	.00	225,000.00	225,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	535,000.00	535,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	535,000.00	535,000.00	.0
NET REVENUE OVER EXPENDITURES	6,477.00	6,477.00	(442,000.00)	(448,477.00)	1.5

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
50-34-4640 SEWER SERVICE BASE	.00	.00	769,000.00	769,000.00	.0
50-34-4650 NEW SEWER CONNECTIONS	.00	.00	17,250.00	17,250.00	.0
50-34-4660 SEWER MASTER PLAN	.00	.00	82,000.00	82,000.00	.0
TOTAL UTILITY BILLING	.00	.00	868,250.00	868,250.00	.0
<u>OTHER INCOME</u>					
50-36-4120 INTEREST INCOME	.00	.00	15,000.00	15,000.00	.0
50-36-4150 MISC RECEIPTS - SEWER	.00	.00	1,000.00	1,000.00	.0
TOTAL OTHER INCOME	.00	.00	16,000.00	16,000.00	.0
TOTAL FUND REVENUE	.00	.00	884,250.00	884,250.00	.0

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
50-41-5055 MAINT WORKER WAGES	8,188.58	8,188.58	110,075.00	101,886.42	7.4
50-41-5056 EXTRA LABOR WAGES	.00	.00	2,000.00	2,000.00	.0
50-41-5057 OFFICE ASST WAGE	10,482.27	10,482.27	121,441.00	110,958.73	8.6
50-41-5058 SUPER PUB WORKS	.00	.00	39,508.00	39,508.00	.0
50-41-5059 PLANT OP WAGES	8,034.77	8,034.77	98,657.00	90,622.23	8.1
50-41-5064 STANDBY - SEWER	.00	.00	2,000.00	2,000.00	.0
50-41-5065 OVERTIME SEWER	962.86	962.86	7,000.00	6,037.14	13.8
50-41-5075 ACCRUED VAC - COMP TIME	.00	.00	8,000.00	8,000.00	.0
50-41-5082 CITY MANAGER WAGES	949.99	949.99	11,970.00	11,020.01	7.9
50-41-5085 MAYOR & COUNCIL STIPEND	75.00	75.00	1,500.00	1,425.00	5.0
50-41-5152 PAYROLL EXP - SEWER	14,662.38	14,662.38	280,462.00	265,799.62	5.2
TOTAL PERSONNEL SERVICES	43,355.85	43,355.85	682,613.00	639,257.15	6.4
<u>MATERIALS & SERVICES</u>					
50-45-6110 ELECTRICITY - SEWER	.00	.00	32,000.00	32,000.00	.0
50-45-6455 EMERGENCY MANAGEMENT	.00	.00	1,000.00	1,000.00	.0
50-45-6520 BLDG MAINT - SEWER	.00	.00	3,500.00	3,500.00	.0
50-45-6530 TELEPHONE & TELEMTRY	132.97	132.97	6,500.00	6,367.03	2.1
50-45-6534 PLANT CHEMICALS & SUP	5,384.17	5,384.17	45,000.00	39,615.83	12.0
50-45-6551 ADMIN & BILLING	783.03	783.03	25,000.00	24,216.97	3.1
50-45-6570 INS - VEHICLE, LIAB, EQUIP, BL	.00	.00	40,000.00	40,000.00	.0
50-45-6574 AUDIT - SEWER	.00	.00	11,000.00	11,000.00	.0
50-45-6580 FUEL & OIL	.00	.00	15,000.00	15,000.00	.0
50-45-6690 VEHICLE MAINT, SUP & REP	700.21	700.21	13,000.00	12,299.79	5.4
50-45-6740 I & I WORK	.00	.00	26,000.00	26,000.00	.0
50-45-6745 REQUIRED TESTING	.00	.00	2,000.00	2,000.00	.0
50-45-6750 SYSTEM MAINT & SUPPLY	1,433.37	1,433.37	65,000.00	63,566.63	2.2
50-45-6831 DUES	.00	.00	700.00	700.00	.0
50-45-6850 ATTORNEY	.00	.00	2,500.00	2,500.00	.0
50-45-6851 ENGINEERING	.00	.00	25,200.00	25,200.00	.0
50-45-6915 TRAVEL & TRAINING - STAFF	.00	.00	5,000.00	5,000.00	.0
50-45-6945 METER READERS	.00	.00	6,400.00	6,400.00	.0
50-45-6951 ORDINANCE ENFORCEMENT	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	8,433.75	8,433.75	325,300.00	316,866.25	2.6
<u>CAPITAL OUTLAY</u>					
50-47-7602 PW MOBILE EQUIP REPLACE PLAN	.00	.00	40,000.00	40,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	40,000.00	40,000.00	.0

CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONTINGENCY</u>					
50-48-7999 CONTINGENCY - SEWER	.00	.00	30,000.00	30,000.00	.0
TOTAL CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
<u>TRANSFERS</u>					
50-49-8027 TRNSFR TO - GF CH OPERATING	.00	.00	45,000.00	45,000.00	.0
50-49-8033 TRNSFR TO - SEWER MASTER PLAN	.00	.00	75,000.00	75,000.00	.0
TOTAL TRANSFERS	.00	.00	120,000.00	120,000.00	.0
TOTAL FUND EXPENDITURES	51,789.60	51,789.60	1,197,913.00	1,146,123.40	4.3
NET REVENUE OVER EXPENDITURES	(51,789.60)	(51,789.60)	(313,663.00)	(261,873.40)	(16.5)

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
52-36-4120 INTEREST INCOME	.00	.00	9,000.00	9,000.00	.0
TOTAL OTHER INCOME	.00	.00	9,000.00	9,000.00	.0
<u>TRANSFERS</u>					
52-39-4032 TRNSFR IN - FROM SEWER OPER	.00	.00	75,000.00	75,000.00	.0
TOTAL TRANSFERS	.00	.00	75,000.00	75,000.00	.0
TOTAL FUND REVENUE	.00	.00	84,000.00	84,000.00	.0

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
52-47-7555 WWMP-IMPLIMENTATION PROJECTS	.00	.00	60,000.00	60,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	60,000.00	60,000.00	.0
<u>CONTINGENCY</u>					
52-48-7999 CONTINGENCY - SWR	.00	.00	9,000.00	9,000.00	.0
TOTAL CONTINGENCY	.00	.00	9,000.00	9,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	69,000.00	69,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	15,000.00	15,000.00	.0

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
56-34-4650 SEWER DEBT REVENUE	.00	.00	245,000.00	245,000.00	.0
TOTAL UTILITY BILLING	.00	.00	245,000.00	245,000.00	.0
<u>OTHER INCOME</u>					
56-36-4120 INTEREST INCOME	.00	.00	6,000.00	6,000.00	.0
TOTAL OTHER INCOME	.00	.00	6,000.00	6,000.00	.0
TOTAL FUND REVENUE	.00	.00	251,000.00	251,000.00	.0

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
56-49-8510 WW OUTFALL LOAN PRINCIPLE	200,000.00	200,000.00	200,000.00	.00	100.0
56-49-8511 WW-OUTFALL LOAN INTEREST	6,075.00	6,075.00	9,375.00	3,300.00	64.8
TOTAL DEBT SERVICE	206,075.00	206,075.00	209,375.00	3,300.00	98.4
TOTAL FUND EXPENDITURES	206,075.00	206,075.00	209,375.00	3,300.00	98.4
NET REVENUE OVER EXPENDITURES	(206,075.00)	(206,075.00)	41,625.00	247,700.00	(495.1)

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
59-36-4120 INTEREST INCOME	.00	.00	3,200.00	3,200.00	.0
TOTAL OTHER INCOME	.00	.00	3,200.00	3,200.00	.0
<u>FEEES</u>					
59-38-4935 REIMB FEES - SEWER SDC	.00	.00	25,000.00	25,000.00	.0
59-38-4940 IMP FEES - SEWER SDC	.00	.00	65,000.00	65,000.00	.0
TOTAL FEES	.00	.00	90,000.00	90,000.00	.0
TOTAL FUND REVENUE	.00	.00	93,200.00	93,200.00	.0

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JULY 31, 2023

SEWER SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
59-47-7880 CONTR MAT - IMPROVE	.00	.00	100,000.00	100,000.00	.0
59-47-7885 CONTR MAT - REIMBURSE	.00	.00	100,000.00	100,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	200,000.00	200,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	200,000.00	200,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	(106,800.00)	(106,800.00)	.0

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TRANSIENT ROOM TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ROOM TAX REVENUES</u>					
80-31-4710 TRT REVENUE 5%	.00	.00	1,200,000.00	1,200,000.00	.0
80-31-4711 TRT REVENUE 2% - ADV	.00	.00	480,000.00	480,000.00	.0
80-31-4712 TRT REVENUE 2% - CTY	.00	.00	480,000.00	480,000.00	.0
80-31-4713 TRT REVENUE 1% - CTY	.00	.00	240,000.00	240,000.00	.0
TOTAL ROOM TAX REVENUES	.00	.00	2,400,000.00	2,400,000.00	.0
<u>OTHER INCOME</u>					
80-36-4120 INTEREST INCOME - TRT	.00	.00	7,500.00	7,500.00	.0
TOTAL OTHER INCOME	.00	.00	7,500.00	7,500.00	.0
TOTAL FUND REVENUE	.00	.00	2,407,500.00	2,407,500.00	.0

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

TRANSIENT ROOM TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
80-45-6533	275.00	275.00	197,211.00	196,936.00	.1
80-45-6534	2,357.10	2,357.10	75,000.00	72,642.90	3.1
80-45-6535	1,680.00	1,680.00	55,000.00	53,320.00	3.1
80-45-6536	1,218.00	1,218.00	2,000.00	782.00	60.9
80-45-6537	31,558.00	31,558.00	75,000.00	43,442.00	42.1
80-45-6538	400.00	400.00	85,000.00	84,600.00	.5
80-45-6634	.00	.00	95,000.00	95,000.00	.0
TOTAL MATERIALS & SERVICES	37,488.10	37,488.10	584,211.00	546,722.90	6.4
<u>CONTINGENCY</u>					
80-46-6999	.00	.00	10,000.00	10,000.00	.0
TOTAL CONTINGENCY	.00	.00	10,000.00	10,000.00	.0
<u>TRANSFERS</u>					
80-49-8024	.00	.00	344,921.00	344,921.00	.0
80-49-8025	.00	.00	124,405.00	124,405.00	.0
80-49-8026	.00	.00	371,607.00	371,607.00	.0
80-49-8036	.00	.00	1,190,481.00	1,190,481.00	.0
80-49-8041	.00	.00	370,926.00	370,926.00	.0
80-49-8044	.00	.00	5,000.00	5,000.00	.0
80-49-8046	.00	.00	421,825.00	421,825.00	.0
TOTAL TRANSFERS	.00	.00	2,829,165.00	2,829,165.00	.0
TOTAL FUND EXPENDITURES	37,488.10	37,488.10	3,423,376.00	3,385,887.90	1.1
NET REVENUE OVER EXPENDITURES	(37,488.10)	(37,488.10)	(1,015,876.00)	(978,387.90)	(3.7)

Rockaway Beach Fire Rescue

276 Hwy 101 S

PO Box 5

Rockaway Beach OR 97136

503-374-1752



Date August 1, 2023

Honorable Mayor, City Council and City Manager of Rockaway Beach

Fire Department Council Report:

The following is a summary of the activities and operations of the Rockaway Beach Fire Rescue Department for the month of July 2023.

The Department responded or participated in 102 events during the month of July, the breakdown is listed below.

911 calls for Service: 52	Trainings: 6	Non-Emergent: 46
34- Medical	Water Rescue	22- Beach Safety
3- Fire Alarm	Water Supply	6- Public Assist
3- Structure Fire	Wildland	1- Lift Assist
2- Water Rescue	Operations	12- Burn Complaints
1- MVA		4- Radio call-ins
9- Outside Fire		1- Special Assignments
0-Vehicle Fire		

Year to Date	<u>2021</u>	<u>2022</u>	<u>2023</u>
911 Calls	232	231	245
Non-Emergent	141	138	167
Trainings	61	77	67
Total	434	446	479

Training update- The department focused July Thursday night trainings on Water Rescue operations, Wildland Firefighting Water Supply and Fire Operations. August training will focus on Water Rescue and Vehicle Firefighting.

Beach Safety continues to be a priority of the department. The focus continues to be on education and safety. During the month of July crews were on the beach 22 times providing information to citizens and visitors. Continue to work with State Parks to better coordinate our safety and enforcement actions on the Beach.

	July	YTD
Fire safety\Educational Moments-	21	64
Water Safety Messages\Out of Water- Stickers to kids-	21\37 persons 14	102\240 41
Educational signs reset-	0	0
Education Signs Replaced-	0	0
Fires extinguished-	22	35
Volunteer Hours	26	144*

Emergency Preparedness group and Radio group continue to meet and increase skill levels. Information about the Cascadia event will be provided at the August meeting. We are still looking for volunteers and would like to get the CERT team operational. The group is also working hard to prepare for an open house with the Fire Department in October.

Car fire prop was delivered at the end of July and will be in service in August. We will be holding a train the trainer and then the prop will be placed in service. This prop is propane powered and will provide valuable training with live fire in an outdoor environment.

Safety, Training, Public Education and elevating the services provided to the citizens and visitors of Rockaway Beach will also continue to be priorities. If you have any questions, concerns or thoughts please let me know.

Respectfully submitted,



Todd Hesse
Fire Chief
Rockaway Beach Fire Rescue



TILLAMOOK COUNTY SHERIFF'S OFFICE

CONSERVATORS OF THE PEACE

Sheriff Joshua Brown

Rockaway Beach Patrol

Month of July 2023

July saw a lot of visitors to Rockaway, and we expect that to continue through August into September. The Fourth of July was by all measures a success from a law enforcement perspective. The fireworks and parade were well attended and caused few emergency calls.

There were a few car break-ins on the Fourth. Remember to not keep valuables or bags in your vehicles if possible. When criminals can easily spot something inside a car they may want to take, they will not hesitate to break a window to get the item.

Notable calls for service this month include a vehicle that was reportedly hitting multiple other vehicles parked along the highway during the parade. Deputies were able to get the suspect vehicle stopped. Oregon State Police took lead on the case as it occurred on the highway. The driver was arrested and charges including an allegation of DUII were forwarded to the District Attorney.

We took several reports of an individual violating a restraining order via email. The reports will be compiled and delivered to the District Attorney for consideration of criminal charges.

The Center Market in town was robbed on multiple occasions by the same two suspects. In at least two of the incidents, knives were pointed at the clerk while the suspect(s) were making verbal threats indicating potential bodily harm. The suspects were identified after pictures of them had been posted at the store and on social media. This crime spree involved multiple deputies working on the cases over several weeks. Deputy Grogan was able to arrest the suspects with the assistance of the TCSO Detective Division and the Tillamook Juvenile Department. Criminal charges have been forwarded to the appropriate agencies.

Other call numbers are noted in the statistics report provided.

Undersheriff Matt Kelly

<u>Incident Address</u>	<u>Incident Address City</u>	<u>Incident Date And Time</u>	<u>Incident Type</u>	<u>Incident Unit ID</u>
285 S MILLER ST	Rockaway Beach	07/01/2023 00:47:38	Follow Up	217
LAKE BLVD / HIGHWAY 101 N	Rockaway Beach	07/01/2023 13:59:55	Contact	215
HIGHWAY 101 N / BEACH ST	Rockaway Beach	07/01/2023 14:52:02	MVA/Non-injury	216
HIGHWAY 101 N / BEACH ST	Rockaway Beach	07/01/2023 14:52:02	MVA/Non-injury	215
206 S FALCON ST	Rockaway Beach	07/02/2023 11:17:45	Civil	210
480 HIGHWAY 101 S	Rockaway Beach	07/02/2023 12:55:30	Noise	210
	Rockaway Beach	07/02/2023 14:49:35	Assist	210
695 N PACIFIC ST	Rockaway Beach	07/02/2023 16:47:57	Animal	210
123 N HARBOR ST	Rockaway Beach	07/02/2023 21:45:13	Fireworks	225
145 S HARBOR ST	Rockaway Beach	07/03/2023 07:29:07	Noise	210
1036 NE 13TH AVE	Rockaway Beach	07/03/2023 09:08:09	Fireworks	210
300 S PACIFIC ST	Rockaway Beach	07/03/2023 09:43:56	Assist	210
200 S PACIFIC ST	Rockaway Beach	07/03/2023 09:48:29	Assist	210
145 S MILLER ST	Rockaway Beach	07/03/2023 09:52:38	Assist	210
276 HIGHWAY 101 S	Rockaway Beach	07/03/2023 12:46:34	Follow Up	210
HIGHWAY 101 S / S 6TH AVE	Rockaway Beach	07/03/2023 12:50:01	Traffic Stop	214
111 NW 21ST AVE	Rockaway Beach	07/03/2023 13:14:55	Incom 911	210
W WASHINGTON ST / BREAKER AVE	Rockaway Beach	07/03/2023 15:40:03	Road Hazard	210
300 N PACIFIC ST	Rockaway Beach	07/03/2023 15:42:28	Assist	210
N 9TH AVE / N PACIFIC ST	Rockaway Beach	07/03/2023 21:53:05	Fireworks	225
N 9TH AVE / N PACIFIC ST	Rockaway Beach	07/03/2023 22:49:29	Contact	225
603 S EASY ST	Rockaway Beach	07/04/2023 03:59:45	Suicidal	210
603 S EASY ST	Rockaway Beach	07/04/2023 03:59:45	Suicidal	214
263 S MILLER ST	Rockaway Beach	07/04/2023 09:53:04	Assist	210
328 S PACIFIC ST	Rockaway Beach	07/04/2023 10:35:39	Incom 911	210
HIGHWAY 101 S / E WASHINGTON ST	Rockaway Beach	07/04/2023 12:55:10	UEMV	210
N 3RD AVE / N CORAL ST	Rockaway Beach	07/04/2023 13:17:27	Juvenile	216
HIGHWAY 101 N / STRAWBERRY LN	Rockaway Beach	07/04/2023 13:29:26	Unknown	216
174 S BEACON ST	Rockaway Beach	07/04/2023 13:54:27	Animal	215
701 S 2ND AVE	Rockaway Beach	07/04/2023 15:06:06	Fireworks	210
608 S 2ND AVE	Rockaway Beach	07/04/2023 15:22:14	Fireworks	215
NEHALEM AVE / S GRAYLING ST	Rockaway Beach	07/04/2023 19:34:13	Traffic	215
HIGHWAY 101 N / NW 19TH AVE	Rockaway Beach	07/04/2023 20:01:34	Traffic Stop	220
NW 19TH AVE / N MILLER ST	Rockaway Beach	07/04/2023 20:41:12	Incom 911	215
	Rockaway Beach	07/04/2023 21:35:33	Incom 911	215
HIGHWAY 101 N / N 8TH AVE	Rockaway Beach	07/04/2023 21:55:23	Contact	225
	Rockaway Beach	07/04/2023 22:08:36	Fireworks	230
871 N PACIFIC ST	Rockaway Beach	07/04/2023 22:25:53	Fireworks	215
HIGHWAY 101 N / MINNEHAHA ST	Rockaway Beach	07/04/2023 22:39:11	UEMV	215
27550 HIGHWAY 101 N	Rockaway Beach	07/04/2023 22:42:27	Harassment	225
S 2ND AVE / S FALCON ST	Rockaway Beach	07/04/2023 22:46:41	Fireworks	215
HIGHWAY 101 S / S 7TH AVE	Rockaway Beach	07/05/2023 00:06:52	UEMV	225
1025 N 3RD AVE	Rockaway Beach	07/05/2023 10:57:34	BUSINESS CHECK	210
535 KESTERSON CT	Rockaway Beach	07/05/2023 12:19:17	Welfare check	210
276 HIGHWAY 101 S	Rockaway Beach	07/05/2023 13:26:55	Contact	215
276 HIGHWAY 101 S	Rockaway Beach	07/05/2023 13:49:12	Property	210
276 HIGHWAY 101 S	Rockaway Beach	07/05/2023 14:03:59	Property	210
1185 FRANCIS ST	Rockaway Beach	07/05/2023 14:23:21	Ordinance Violation	210
HIGHWAY 101 S / S 6TH AVE	Rockaway Beach	07/05/2023 15:25:18	Code Violation	215
45.7163107~-123.906512	Rockaway Beach	07/05/2023 20:58:51	Incom 911	217
1621 N MILLER ST	Rockaway Beach	07/06/2023 03:39:04	Animal	222
111 NW 13TH AVE	Rockaway Beach	07/06/2023 10:11:40	Suspicious	215
	Rockaway Beach	07/06/2023 12:32:06	Property	215
480 HIGHWAY 101 S	Rockaway Beach	07/06/2023 13:15:01	Civil	222
1621 S 2ND AVE	Rockaway Beach	07/06/2023 13:28:29	Crim Misch	215
276 HIGHWAY 101 S	Rockaway Beach	07/06/2023 14:12:08	Assist	215
195 S JUNIPER ST	Rockaway Beach	07/06/2023 14:55:19	Alarm	215

S 2ND AVE / S FALCON ST	Rockaway Beach	07/06/2023 15:04:09	Harassment	215
NEHALEM AVE / S CORAL ST	Rockaway Beach	07/06/2023 16:18:26	Animal	215
195 S JUNIPER ST	Rockaway Beach	07/06/2023 18:28:24	Alarm	215
1025 N 3RD AVE	Rockaway Beach	07/06/2023 21:54:12	Fireworks	217
140 HIGHWAY 101 N	Rockaway Beach	07/07/2023 10:42:39	Theft	206
140 HIGHWAY 101 N	Rockaway Beach	07/07/2023 10:42:39	Theft	216
140 HIGHWAY 101 N	Rockaway Beach	07/07/2023 10:42:39	Theft	222
140 HIGHWAY 101 N	Rockaway Beach	07/07/2023 10:42:39	Theft	215
229 S PACIFIC ST	Rockaway Beach	07/07/2023 12:55:38	Crim Misch	215
1026 S CORAL ST	Rockaway Beach	07/08/2023 16:17:31	Civil	216
654 S CORAL ST	Rockaway Beach	07/08/2023 20:01:13	Unwanted	217
1028 NE 14TH AVE	Rockaway Beach	07/08/2023 20:51:02	Suspicious	217
	Rockaway Beach	07/08/2023 22:17:04	Fireworks	217
507 CEDAR CREEK CIR	Rockaway Beach	07/09/2023 10:12:32	Civil	210
45.6111048~-123.9419712	Rockaway Beach	07/09/2023 10:16:05	Incom 911	210
9545 NE 17TH AVE	Rockaway Beach	07/09/2023 10:26:21	Civil	210
HIGHWAY 101 S / E WASHINGTON ST	Rockaway Beach	07/09/2023 11:02:24	Suspicious	210
8600 HOLLYHOCK ST	Rockaway Beach	07/10/2023 07:03:55	Suspicious	214
276 HIGHWAY 101 S	Rockaway Beach	07/10/2023 09:12:50	Property	210
399 N CORAL ST	Rockaway Beach	07/10/2023 10:58:56	BUSINESS CHECK	210
HIGHWAY 101 S / S 7TH AVE	Rockaway Beach	07/10/2023 11:23:07	Traffic Stop	210
552 S PACIFIC ST	Rockaway Beach	07/10/2023 13:29:14	Assist	210
384 S BEACON ST	Rockaway Beach	07/10/2023 14:25:01	Assist	210
ROCKAWAY BOARDWALK	Rockaway Beach	07/10/2023 16:59:15	Property	225
399 N CORAL ST	Rockaway Beach	07/10/2023 17:10:50	Assault	225
HIGHWAY 101 S / S 4TH AVE	Rockaway Beach	07/10/2023 18:37:04	Traffic Stop	225
868 N PACIFIC ST	Rockaway Beach	07/10/2023 21:06:17	Unknown	230
868 N PACIFIC ST	Rockaway Beach	07/10/2023 21:06:17	Unknown	225
S 2ND AVE / S ANCHOR ST	Rockaway Beach	07/11/2023 07:23:26	7	210
	Rockaway Beach	07/11/2023 09:32:40	Fireworks	210
654 S CORAL ST	Rockaway Beach	07/11/2023 11:20:14	Unwanted	210
603 S EASY ST	Rockaway Beach	07/11/2023 12:47:03	Follow Up	210
S 3RD AVE / S ANCHOR ST	Rockaway Beach	07/11/2023 15:14:21	Suspicious	210
265 S MILLER ST	Rockaway Beach	07/11/2023 16:11:22	Ordinance Violation	210
1403 N CEDAR CREEK AVE	Rockaway Beach	07/11/2023 16:43:29	Ordinance Violation	210
655 S PACIFIC ST	Rockaway Beach	07/11/2023 20:09:26	Incom 911	225
8640 HOLLYHOCK ST	Rockaway Beach	07/12/2023 08:38:59	Welfare check	210
1055 S JUNIPER ST	Rockaway Beach	07/12/2023 19:58:50	Noise	217
654 S CORAL ST	Rockaway Beach	07/13/2023 05:36:36	Follow Up	216
1084 S BEACON ST	Rockaway Beach	07/13/2023 09:22:05	CAMI	222
24700 HIGHWAY 101 N	Rockaway Beach	07/13/2023 15:12:53	BUSINESS CHECK	215
384 S BEACON ST	Rockaway Beach	07/13/2023 15:16:11	Animal	215
45.6132495~-123.943698	Rockaway Beach	07/14/2023 13:03:33	Incom 911	215
ROCKAWAY	Rockaway Beach	07/15/2023 13:16:46	Road Hazard	215
27550 HIGHWAY 101 N	Rockaway Beach	07/15/2023 16:26:01	Trespass	217
480 HIGHWAY 101 S	Rockaway Beach	07/15/2023 16:29:47	Suspicious	215
623 S EASY ST	Rockaway Beach	07/15/2023 19:34:54	Civil Service	215
140 HIGHWAY 101 N	Rockaway Beach	07/16/2023 01:18:46	Alarm	210
140 HIGHWAY 101 N	Rockaway Beach	07/16/2023 01:18:46	Alarm	229
300 S EASY ST	Rockaway Beach	07/16/2023 11:56:37	Traffic Stop	210
400 N PACIFIC ST	Rockaway Beach	07/16/2023 13:07:01	Assist	210
399 N CORAL ST	Rockaway Beach	07/16/2023 16:10:51	BUSINESS CHECK	210
508 NEHALEM AVE	Rockaway Beach	07/16/2023 22:01:15	Shots Fired	229
HIGHWAY 101 S / E WASHINGTON ST	Rockaway Beach	07/17/2023 08:18:57	Traffic Stop	210
HIGHWAY 101 S / S 3RD AVE	Rockaway Beach	07/17/2023 08:28:12	Traffic Stop	210
TERRACE DR / CREST TER	Rockaway Beach	07/17/2023 09:25:04	Incom 911	210
101 N 11TH AVE	Rockaway Beach	07/17/2023 10:30:44	Follow Up	210
654 S CORAL ST	Rockaway Beach	07/17/2023 12:56:39	Welfare check	210

HIGHWAY 101 S / E WASHINGTON ST	Rockaway Beach	07/17/2023 14:21:43	Traffic Stop	210
8035 HOLLYHOCK ST	Rockaway Beach	07/17/2023 15:08:31	Harassment	210
637 PACIFIC VIEW DR	Rockaway Beach	07/18/2023 09:58:35	Animal	210
26070 NEDONNA AVE	Rockaway Beach	07/18/2023 10:20:30	Incom 911	210
603 S EASY ST	Rockaway Beach	07/18/2023 11:11:49	Civil	210
603 S EASY ST	Rockaway Beach	07/18/2023 12:23:13	Littering	210
S 6TH AVE / S EASY ST	Rockaway Beach	07/18/2023 12:57:01	Road Hazard	210
603 S EASY ST	Rockaway Beach	07/18/2023 13:00:20	Follow Up	210
HIGHWAY 101 S / S 3RD AVE	Rockaway Beach	07/18/2023 16:03:36	7	210
8070 MINNEHAHA ST	Rockaway Beach	07/18/2023 20:58:08	Crim Misch	225
276 HIGHWAY 101 S	Rockaway Beach	07/19/2023 10:07:58	Assist	210
655 S PACIFIC ST	Rockaway Beach	07/19/2023 10:18:13	Incom 911	210
963 S GRAYLING ST	Rockaway Beach	07/19/2023 12:15:32	Welfare check	215
18310 HIGHWAY 101 N	Rockaway Beach	07/19/2023 16:55:55	Animal	225
215 S MILLER ST	Rockaway Beach	07/19/2023 22:15:56	Juvenile	225
10500 N 3RD AVE	Rockaway Beach	07/19/2023 22:19:01	Info	225
140 HIGHWAY 101 N	Rockaway Beach	07/20/2023 02:19:20	Unknown	230
140 HIGHWAY 101 N	Rockaway Beach	07/20/2023 02:19:20	Unknown	229
963 S GRAYLING ST	Rockaway Beach	07/20/2023 15:21:07	Follow Up	215
140 HIGHWAY 101 N	Rockaway Beach	07/20/2023 16:12:47	Follow Up	215
140 HIGHWAY 101 N	Rockaway Beach	07/20/2023 19:49:09	Follow Up	215
140 HIGHWAY 101 N	Rockaway Beach	07/21/2023 11:55:00	Follow Up	215
503 S 6TH AVE	Rockaway Beach	07/21/2023 12:01:53	Burglary	216
503 S 6TH AVE	Rockaway Beach	07/21/2023 12:01:53	Burglary	215
328 S PACIFIC ST	Rockaway Beach	07/21/2023 18:46:17	Theft	215
26065 DAVID AVE	Rockaway Beach	07/21/2023 20:21:30	Vehicle	220
480 HIGHWAY 101 S	Rockaway Beach	07/22/2023 07:13:55	Follow Up	222
910 S EASY ST	Rockaway Beach	07/22/2023 11:31:47	MVA/Non-injury	215
654 S CORAL ST	Rockaway Beach	07/22/2023 20:55:23	Disturbance	214
654 S CORAL ST	Rockaway Beach	07/22/2023 20:55:23	Disturbance	220
654 S CORAL ST	Rockaway Beach	07/22/2023 20:55:23	Disturbance	215
HIGHWAY 101 S / S 6TH AVE	Rockaway Beach	07/22/2023 21:02:07	Info	220
S 6TH AVE / HIGHWAY 101 S	Rockaway Beach	07/22/2023 22:28:13	Fireworks	215
HIGHWAY 101 N / NEHALEM AVE	Rockaway Beach	07/23/2023 01:57:53	Traffic Stop	220
18400 HIGHWAY 101 N	Rockaway Beach	07/23/2023 12:33:56	Suspicious	214
654 S CORAL ST	Rockaway Beach	07/23/2023 18:52:23	Welfare check	225
8680 WESTERN ST	Rockaway Beach	07/23/2023 20:27:42	Animal	225
W WASHINGTON ST / BREAKER AVE	Rockaway Beach	07/23/2023 20:29:41	Vehicle	225
915 S HARBOR ST	Rockaway Beach	07/24/2023 08:28:05	Civil Service	214
506 HIGHWAY 101 S	Rockaway Beach	07/25/2023 03:50:34	Info	214
1026 NE 12TH AVE	Rockaway Beach	07/25/2023 09:54:07	Follow Up	214
506 HIGHWAY 101 S	Rockaway Beach	07/25/2023 10:40:16	Civil	214
276 S DOLPHIN ST	Rockaway Beach	07/26/2023 09:27:00	Mental	214
276 S DOLPHIN ST	Rockaway Beach	07/26/2023 09:27:00	Mental	215
26255 SCENIC VIEW CT	Rockaway Beach	07/26/2023 09:27:43	Disturbance	214
26255 SCENIC VIEW CT	Rockaway Beach	07/26/2023 09:27:43	Disturbance	215
645 S ANCHOR ST	Rockaway Beach	07/26/2023 12:34:20	Animal	215
645 S ANCHOR ST	Rockaway Beach	07/26/2023 12:34:20	Animal	215
BREAKER AVE / W WASHINGTON ST	Rockaway Beach	07/26/2023 12:55:07	Suspicious	215
S 3RD AVE / S DOLPHIN ST	Rockaway Beach	07/26/2023 13:26:23	Assault	214
S 3RD AVE / S DOLPHIN ST	Rockaway Beach	07/26/2023 13:26:23	Assault	215
8680 WESTERN ST	Rockaway Beach	07/26/2023 15:37:47	Animal	214
8680 WESTERN ST	Rockaway Beach	07/26/2023 15:37:47	Animal	225
W WASHINGTON ST / BREAKER AVE	Rockaway Beach	07/26/2023 18:15:46	Vehicle	215
W WASHINGTON ST / BREAKER AVE	Rockaway Beach	07/26/2023 20:44:56	Vehicle	225
26255 SCENIC VIEW CT	Rockaway Beach	07/26/2023 22:07:00	Disturbance	217
ROCKAWAY	Rockaway Beach	07/27/2023 08:57:20	Suspicious	222
655 S PACIFIC ST	Rockaway Beach	07/27/2023 09:05:07	Incom 911	222

655 S PACIFIC ST	Rockaway Beach	07/27/2023 09:05:07	Incom 911	215
104 HIGHWAY 101 N	Rockaway Beach	07/27/2023 09:49:15	Assist	222
104 HIGHWAY 101 N	Rockaway Beach	07/27/2023 09:49:15	Assist	215
S 6TH AVE / S EASY ST	Rockaway Beach	07/27/2023 10:33:07	Animal	215
250 S PACIFIC ST, ROCKAWAY BEACH	Rockaway Beach	07/27/2023 13:12:58	Follow Up	222
480 HIGHWAY 101 S	Rockaway Beach	07/27/2023 16:27:50	Follow Up	222
215 W WASHINGTON ST	Rockaway Beach	07/27/2023 16:46:50	Suspicious	216
148 S DOLPHIN ST	Rockaway Beach	07/27/2023 21:07:16	Incom 911	217
380 N OCEAN ST, ROCKAWAY BEACH	Rockaway Beach	07/28/2023 14:18:34	Civil	222
350 N OCEAN ST	Rockaway Beach	07/28/2023 14:25:17	Civil	222
910 S EASY ST	Rockaway Beach	07/28/2023 15:01:45	Follow Up	215
9595 NE 17TH AVE	Rockaway Beach	07/28/2023 18:22:55	Harassment	215
506 HIGHWAY 101 S	Rockaway Beach	07/28/2023 21:10:56	Civil Service	217
506 HIGHWAY 101 S	Rockaway Beach	07/28/2023 21:10:56	Civil Service	215
45.6122946~-123.941123	Rockaway Beach	07/29/2023 08:50:47	Incom 911	222
506 HIGHWAY 101 S	Rockaway Beach	07/29/2023 12:18:33	Court Violation	216
975 S EASY ST	Rockaway Beach	07/29/2023 12:43:44	Trespass	216
HIGHWAY 101 N / N 1ST AVE	Rockaway Beach	07/29/2023 13:47:22	Animal	216
1025 N 3RD AVE	Rockaway Beach	07/29/2023 20:59:03	Suspicious	217
NW 18TH AVE / N MILLER ST	Rockaway Beach	07/29/2023 22:24:17	Noise	217
1009 N PACIFIC ST	Rockaway Beach	07/29/2023 22:33:17	Fireworks	217
946 S EASY ST	Rockaway Beach	07/30/2023 00:53:33	Noise	229
NW 18TH AVE / N MILLER ST	Rockaway Beach	07/30/2023 00:57:28	Noise	229
624 HIGHWAY 101 S	Rockaway Beach	07/30/2023 13:12:31	Vehicle	210
1025 N 3RD AVE	Rockaway Beach	07/30/2023 13:34:55	BUSINESS CHECK	210
399 N CORAL ST	Rockaway Beach	07/30/2023 15:13:20	BUSINESS CHECK	210
549 S FRONT ST	Rockaway Beach	07/30/2023 15:47:00	Incom 911	210
535 KESTERSON CT	Rockaway Beach	07/30/2023 16:35:31	Civil Service	210
506 HIGHWAY 101 S	Rockaway Beach	07/30/2023 21:09:13	Court Violation	225
1711 N MILLER ST	Rockaway Beach	07/30/2023 22:13:49	Noise	225
300 N PACIFIC ST	Rockaway Beach	07/31/2023 09:04:54	Theft	210
506 HIGHWAY 101 S	Rockaway Beach	07/31/2023 10:03:39	Court Violation	210
506 HIGHWAY 101 S	Rockaway Beach	07/31/2023 10:55:55	Follow Up	210
603 S EASY ST	Rockaway Beach	07/31/2023 12:54:31	Follow Up	210
328 N PACIFIC ST	Rockaway Beach	07/31/2023 13:11:13	Property	210
8640 HOLLYHOCK ST	Rockaway Beach	07/31/2023 15:47:52	Follow Up	214
506 HIGHWAY 101 S	Rockaway Beach	07/31/2023 15:56:54	Civil	210
276 HIGHWAY 101 S	Rockaway Beach	07/31/2023 16:31:02	Follow Up	210
W WASHINGTON ST / BREAKER AVE	Rockaway Beach	07/31/2023 20:19:59	UEMV	225
S BEACON ST / S 2ND AVE	Rockaway Beach	07/31/2023 21:43:02	Traffic Stop	225
480 HIGHWAY 101 S	Rockaway Beach	07/31/2023 22:01:14	Civil Service	225

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August 1st, 2023

Dear Mayor and City Council Members,

I hope you're having a great summer so far! As we move through the season, I want to keep you informed about the work happening in our Public Works Department.

****Keeping Our City Beautiful****

We're working hard to maintain our parks, restrooms, and public spaces as more people visit during the summer. After the Fourth of July Weekend, we made sure these areas stayed clean and safe for everyone. With the high demand for our facilities, we're dedicated to keeping our city beautiful. In preparation for painting, public works started pressure washing surfaces to be painted. Painting is a major task, this can be difficult due to the variety of surface types, types of paint, heights and safety, surface preparation, paint application, weather conditions, clean up, and colors. A well-executed paint job can transform the appearance of any property.

****Water Supply Watch****

Due to the prolonged dry weather, we are closely monitoring the City's water supply. While we are not facing a crisis now, we anticipate further decline in water levels as summer progresses. To address the lower streamflow's, we have activated groundwater sources to supplement Jetty Creek flows. Rest assured, we are committed to keeping both the Council and our community informed about the situation. As we approach fall, we will continue to carefully evaluate the conditions. With the extended forecast showing no significant rainfall events, the possibility of implementing water conservation measures is likely. I will promptly update the Council and the public if the need for emergency conservation becomes necessary.

****Water Main Incidents****

Late in June a water leak occurred, and our rapid water loss alarms notified us. The incident involved a 10" water main that had broken, damaging the road on South Easy St. During work on Scenic View Drive, we had an unusual water main break on July 19th. While the contractors were working on a 12" water fitting it broke. It was a tough fix with the water main being 12' deep. I believe the cause was a stressed fitting resulting from settling not the contractor's fault. More recently, another water leak on Front and Minnehaha St. Our focus is always on keeping the water safe and running smoothly.

****Safety First****

The safety of our team and everyone in our community is a top priority. That's why we meet monthly with representatives from Public Works, City Hall, and the Fire Department to talk about safety. We're happy to report that our efforts have resulted in a safe work environment.

We're committed to serving our community and maintaining our city's infrastructure at its best. If you have any questions or need more information, don't hesitate to reach out.

Thank you for your support. -Dan Emerson

Coffee with Manager and Mayor July 27, 2023

We had ten town folk attend Coffee with Manager and Mayor on July 27, 2023. Items of interest to our residents are:

- 4th of July Parade Staging –
 - request that the City no longer use paint to stage the floats and participants; and consider alternatives such as spray chalk.
 - Requested that Public Works power wash the streets to remove the paint.
- Short Term Rentals
 - What happened to the pause on short term rental licenses
 - Noted that owner/renter occupied homes are being converted to short term rentals at an unacceptable rate
 - Concern about proliferation of STRs in their neighborhood; no longer plan to retire to Rockaway Beach
 - Suggestion that a density clause be added to STR ordinance
 - Renters of STRs are bringing RVs to expand the number of beds without getting a permit from the city.
 - Recommended that STR Ordinance be modified to disallow the parking of RVs at STRs. The additional people staying in the RV at the STR exacerbates parking and garbage issues.
- Committees
 - Suggestion that there be a limit on the number of consecutive terms an individual can serve on a Committee to open up the opportunity to serve to a greater array of residents.
- Sidewalks
 - It was noted that our Comprehensive Plan and Transportation Plans call for extending sidewalks north and south on 101. City Manager noted the approval complexity and cost of sidewalks on 101; and mentioned that sidewalks have been funded through a Local Improvement District (business owners paid for the sidewalks).
- Parks and Recreation
 - The strong desire within our community for Parks and Recreation was noted; this will need the City Council to make it a priority
- Code Enforcement
 - Interested in city hiring a Code Enforcer for STR and fireworks control
 - Would like more active code enforcement rather than relying completely on complaints
 - Suggestion the anonymity of individuals submitting code complaints be maintained until such time as the complaint ends up in court. A resident was concerned because when they complained to a neighbor about their firecrackers the neighbor threatened violence.

Coffee with Manager and Mayor

July 27, 2023

- Suggested that the lack of anonymity reduces the likelihood a resident will file a complaint which limits the effectiveness of the City's Complaint driver code enforcement process.
- Anchor Street Parking and Park
 - Consider installing a Bocce Ball Court on the area being considered for a playground also there was a question about how residents can give input for this part of the project. Mayor mentioned that public input would be heard at the Planning Commission meetings.
- City Financial Policy
 - Suggestion that the City begin developing a rolling five year forecast for financial resources and expenses including Capital Improvement Projects.
- Beach Safety
 - Suggestion that the Fire Department begin displaying flags on the Beach and at Beach entrances depicting the level of caution needed when entering the water. A practice seen on east coast beaches.
 - Suggested the City make life jackets available at Beach entrances for residents and visitors to borrow (see Lake Lytle).
- Land Use
 - Brief discussion of FEMA BiOp. Rockaway Beach will be required to comply with final rules
 - Question about getting advice on zoning and acceptable uses of their land; City Manager pointed them to City Planner Mary Johnson.
- Community Grant Program
 - Asked about the level of due diligence associated with the consideration criteria; currently no specific review is completed prior to going to City Council for review and selection.
 - Are the grants just for nonprofits? Although the focus is on nonprofits; those that are not nonprofit can qualify based on three criteria listed on the Grant Announcement
- Fireworks
 - There is a strong desire to have the City effectively enforce the no fireworks law.
 - City Council will be asked to weigh in on this identified need.
- Emergency Preparedness
 - Wants the community to know about the work that is being done; and invited everyone to join the team on the First Wednesday of the Month at City Hall (6:00 pm). Captain Geoff Grace joined the team.

RESOLUTION NO. 23-999

**A RESOLUTION ADOPTING A CONCEPTUAL DESIGN MEMORANDUM
FOR A COMMUNITY PATH PROJECT**

WHEREAS, Rockaway Beach was awarded funding for planning and refinement of a cycling and pedestrian path from Washington St to Beach St. that shall be aligned predominantly within the Port of Tillamook Bay right of way; and

WHEREAS, in preparation for this work, Rockaway Beach contracted with Destination Management Advisors (DMA) to conduct widespread community engagement, inform the public, collect public input and draft a conceptual design memorandum for this upcoming project; and

WHEREAS, the purpose of this design memorandum is to provide a guiding document with recommendations for creating a path in Rockaway Beach, Oregon that reflects the community, attracts state and federal funding, and expedites the project timeline; and

WHEREAS, DMA has now completed this work and has incorporated their findings into the "Community Path Project Conceptual Design Memo," dated August 2, 2023; and

WHEREAS, the City Council wishes to adopt this guiding document.

NOW, THEREFORE, BE IT RESOLVED that the City of Rockaway Beach City Council hereby adopts the Community Path Project Conceptual Design Memo, attached as Exhibit A.

**APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 9TH
DAY OF AUGUST 2023.**

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

CITY OF ROCKAWAY BEACH

Community Path Project

August 2, 2023

CONCEPTUAL DESIGN MEMO



SOMETHING
SPECIAL STARTS
HERE.

**DESTINATION
MANAGEMENT
ADVISORS**

CITY OF ROCKAWAY BEACH

COVER LETTER

Community Path Project

Luke Shepherd
citymanager@corb.us
City Manager
CITY OF ROCKAWAY BEACH
PO Box 5, Rockaway Beach, Oregon 97136
(503) 374-1752

Dear Mr. Shepherd, and City Council Members,

Our team spent the last five months listening to your community. We have learned that Rockaway Beach likes to blur the lines between residents, second homeowners, and visitors. It is proud to be accessible - to young and old, mobility impaired, day trippers and new transplants.

Rockaway's sense of place is defined by nature. The Pacific Ocean. Lytle Lake and the Big Tree. It is also defined by unique local businesses and the characters who run them.

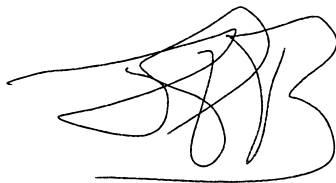
It is family friendly. A place where people connect with their siblings, children, parents, and grandparents - and have for generations.

The new community path will transform the city. The city's population and tourism will continue to grow significantly over the next 20 years.

Our goal in delivering this memo is to place Rockaway at the center of the path design. To help ensure that it creates more connection, helps businesses prosper, keeps people safe, and empowers the city to finally dress up the rail right of way.

Rockaway Beach is led by individuals who champion the community's best interests and are committed to transparency.

Thank you for allowing us to contribute.



Jon-Paul Bowles
Principal, Destination Management Advisors



PURPOSE

The purpose of this conceptual design memo is to provide recommendations for creating a path in Rockaway Beach, Oregon that reflects the community, attracts state and federal funding, and expedites the project timeline.

More importantly it provides a glimpse of the values and aspirations of this community. Rockaway's past is palpable. Its future is bright.

The memories, hopes and concerns shared by hundreds of people inform the insights and recommendations below. They also point to practical ways elected officials, public servants, and other local leaders can help pull the best of the past forward in time while addressing the needs of today. To help make it easier again for people to connect with nature, and each other, in Rockaway Beach.

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INTRODUCTION

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**INTRODUCTION****INTRODUCTION**

The City of Rockaway Beach, Oregon is launching a legacy project. A new paved cycling and pedestrian path will cement Rockaway's transition from a community that people love to live and visit to one of the most livable communities on the north Oregon coast.

The path will make it safer and more convenient to live an active lifestyle. It will nudge people to replace short drives with short walks and rides. It will lead to trailheads, kayak launches and the beach and to local businesses. It will provide a safe route to and from Neah-Kah-Nie schools and other public services residents depend on.

Most of the path will be 10'-12' wide and built within the rail right of way owned by the Port of Tillamook Bay. It will likely narrow to 8' downtown in order to accommodate the active rail line, streets, buffers, parking and parking access compressed within the 60' corridor between S 3rd Avenue and N 3rd Avenue.

The path will span 2.7 miles between Washington Street to the south, and Beach Street, to the north. It will also include safer east-west highway crossings.

Once built, the Rockaway community path will be a model for other rural communities with the vision to deliver big projects.

Benefits

Active transportation infrastructure benefits communities in many ways. Rockaway's community path will enable

- Physical health and wellness that accompanies more active lifestyles, easy access to nature, and social connection.
- Sustained local businesses and attract new entrepreneurs
- Property appreciation, especially for commercial buildings adjacent to the path and those north and south of downtown that lacked sidewalks and nearby crossings
- Reduced motor vehicle congestion at the wayside, especially in the high season
- Organic community connections from Nedonna Beach to the Big Tree Trailhead. From the Pacific Ocean to N Palisades Street. And the places in between.

Stakeholders

The primary stakeholders addressed in this memo are Rockaway's **community members**, and the **City of Rockaway Beach (CORB)** elected officials and staff.

The community path will be constructed in the rail right of way (ROW). Its design is dependent on approval from the land owner and lease holders.

The **Port of Tillamook Bay (POTB)** owns and manages rail right of way (ROW). Michele Bradley, Manager, is the lead contact for the port, which is governed by an elected board of commissioners.

CITY OF ROCKAWAY BEACH**Community Path Project****Conceptual Design Memo****INTRODUCTION**

The **Salmonberry Trail Intergovernmental Agency (STIA)** holds a long-term lease for the rail right of way. The agency is administered by the **Salmonberry Trail Foundation (STF)**, convened by the Oregon Department of Parks and Recreation (OPRD), and the Oregon Department of Forestry (ODF). Members include Tillamook and Washington Counties, the Confederated Tribes of the Grande Ronde (CTGR), Oregon Department of Transportation (ODOT). Caroline Fichet, Executive Director, STF is the lead contact for STIA and STF.

The **Oregon Coast Scenic Railroad (OCSR)**, also holds a lease for the ROW through Rockaway Beach. Rachael Aldridge is the director and lead contact for OCSR.

The **Rockaway Chamber of Commerce** also holds a lease for a portion of the ROW that houses its caboose office between S 1st Ave and S Nehalem Ave.

The **Oregon Department of Transportation (ODOT)** administers the Community Paths program, and also has decision making authority for the path design specific to highway crossings, and safety guidelines for active transportation infrastructure. Anita Muhly, Resident Engineer, is the lead contact for ODOT Region 2. Alan Thompson, Program Manager, is the lead contact for ODOT's Community Paths Program.

Timeline & History

The proposed path in Rockaway Beach was introduced in 2013 as part of an ambitious concept for an 80+ mile trail between Portland and Tillamook in northwest Oregon. In 2017 STIA published the Salmonberry Trail Coast Segment Report, which was produced by Parametrix.

Community Path Program

2020: CORB and DMA developed a Community Path (ODOT) proposal in partnership with Salmonberry Trail Foundation, the Oregon Coast Scenic Railroad, and the Salmonberry Trail Intergovernmental Agency, including the Port of Tillamook Bay.

2021: ODOT announced a \$1.5 million award to build a 1.3 mile paved multi-use path. Award was later revised downward to a \$750,000 planning and design award (Refinement).

2021-2023: Ongoing bottlenecks delayed the release of project funds through 2021-early 2023.

2023: CORB hired Destination Management Advisors (DMA) to expedite the project timeline and lead community engagement.

2023-2024: Advanced planning and design

2026: Groundbreaking (anticipated)

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**INTRODUCTION****Project Scope and Implications**

Destination Management Advisors was hired to achieve two outcomes:

1. Help steward and leverage resources to ensure that Rockaway Beach could submit a competitive construction grant application to the 2024/25 Community Paths Program, and,
2. Engage the community to ensure that the path's design works for Rockaway Beach.

DMA's work delivered

- Early release of Refinement funds relative to the previously delayed timeline, which will allow the Refinement team to produce inputs required for a \$4-\$6mm construction proposal before the deadline.
- A streamlined Refinement process that frees resources for advanced planning and design by establishing and vetting project objectives and design guidelines, narrowing the field of alignment options based on community engagement
- A conceptual design memorandum (this document) that places Rockaway Beach at the center of the path's design..

Limitations

This conceptual design memo is not a transportation planning document. The primary intent is to enable a streamlined Refinement process that builds on DMA's work and place the community and its leadership at the center of the design process.

It intentionally prioritizes Rockaway Beach's perspectives. We acknowledge that the POTB, STIA, and OCSR have decision making authority over most design elements and the ODOT staff and the Refinement team will bring sharper lenses to advanced planning, design, and engineering.

DMA's engagement with the community is intended to provide meaningful insights and recommendations about how the path design can work best for the community. It is not intended to be scientifically valid. Additional engagement is needed to clarify perspectives about how this and other planning can best anticipate growth while upholding community values.

COMMUNITY PATH OBJECTIVES

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**COMMUNITY PATH OBJECTIVES**

These objectives were established by CORB, then vetted and refined through two rounds of community engagement.

THE ROCKAWAY BEACH COMMUNITY PATH WILL:

- 1.** Increase safety and access between neighborhoods and Neah-Kah-Nie Schools, local businesses, workplaces, city hall, and other essential services by:
 - Including enhanced crossings on US HWY 101 that connect east-west Rockaway Beach
 - Providing safe separation between path users, active rail, and motor vehicles that connect north and south Rockaway Beach.
- 2.** Connect neighborhoods and lodging properties with the places people want to play, explore, eat, drink, and shop.
- 3.** Benefit local businesses, especially those north and south of downtown, by creating foot traffic friendly access where it does not currently exist.
- 4.** Empowers the City of Rockaway Beach to beautify the rail right of way and deliver public services.

The objectives were tested against four alignment concepts for downtown Rockaway Beach. Two rounds of feedback and listening sessions, and survey responses provided insights in how different stakeholder groups viewed potential impacts of each.



A path to
Rockaway,
not through it.



ALIGNMENT CONCEPTS

FULL ALIGNMENT

The full alignment shows the path route between Washington Street and Beach Street. Enhanced highway crossings are recommended at S 3rd Ave and N 3rd Ave to disburse users north and south of the wayside. A new enhanced crossings at N 12th will connect users to Lake Lytle and beach access. A crossing at 23rd Ave will provide access to a new path east of US101 between 23rd Ave and Neah-Kah-Nie schools.

DOWNTOWN PATH ROUTE OPTIONS

Alignments #1 and #3 evolved from the 2017 Coast Segment Report. Alignment #3 from the 2013 Salmonberry Trail Concept Plan. Alignment #4 was conceived by Luke Shepherd, City Manager of Rockaway Beach.

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo

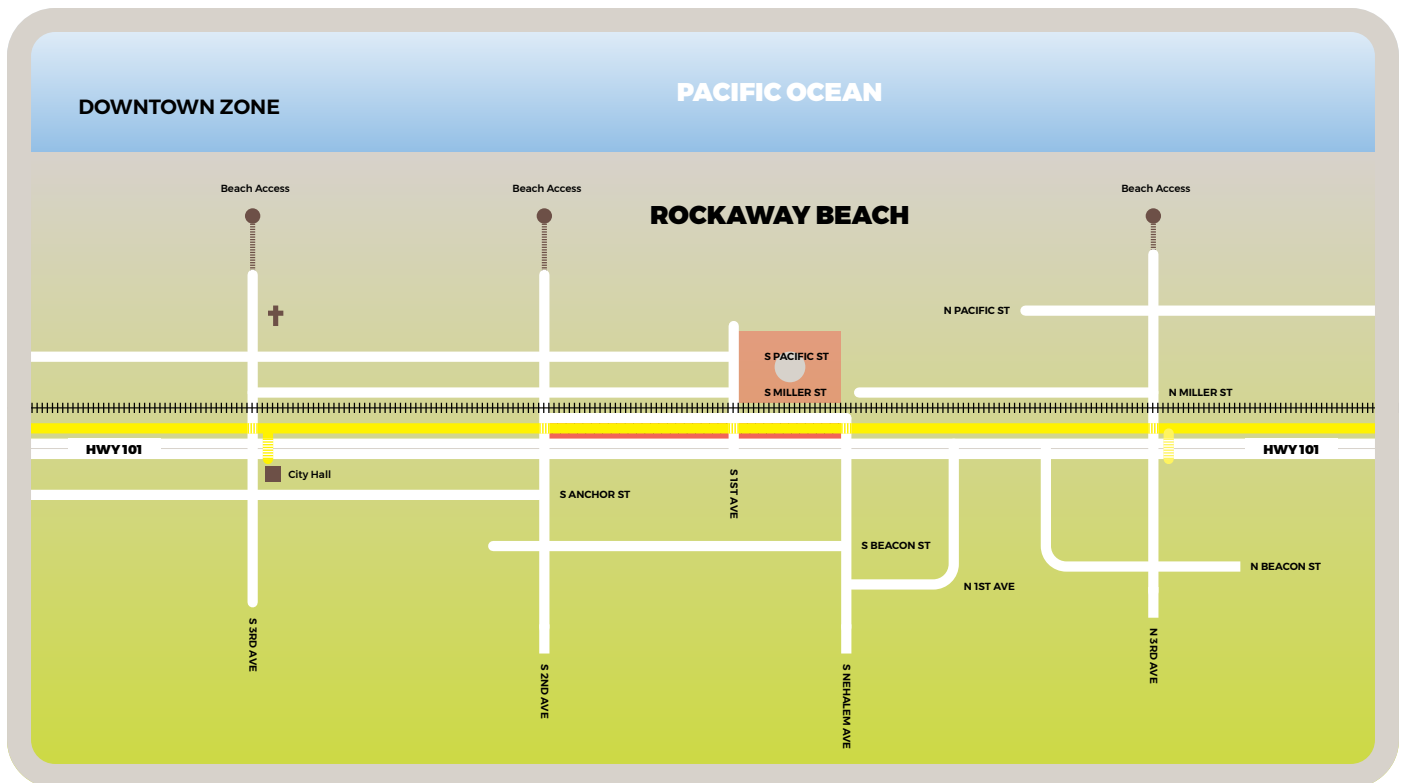
ALIGNMENT CONCEPTS

ALIGNMENT #1

STRAIGHT PATH

PROS: Simplest to design and build, minimal disruption to existing traffic pattern, reduces congestion downtown, and scored well by ~50% of respondents.

CONS: Displaces 34 angled parking spaces between S 2nd Ave and S Nehalem Ave. and highest percent of last places votes.



CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo

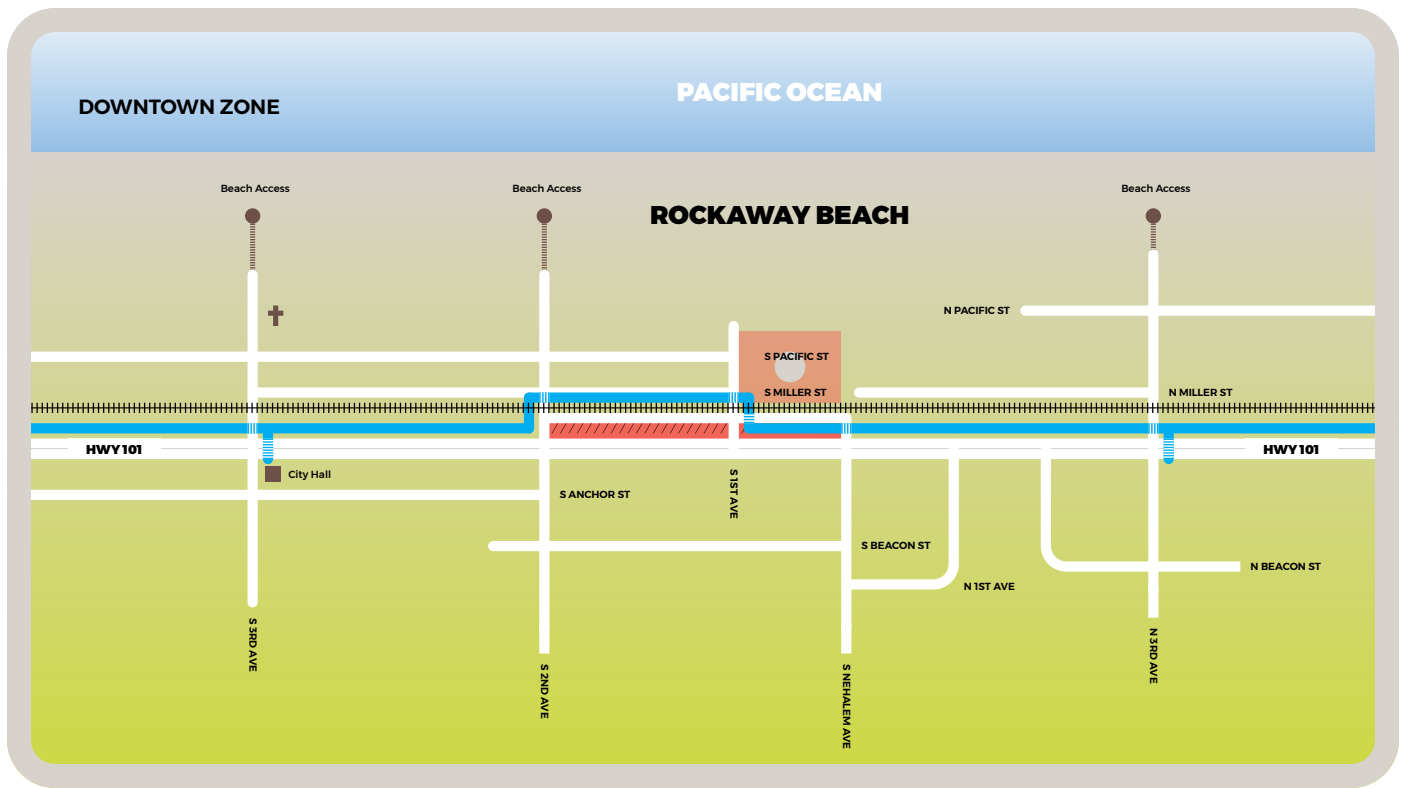
ALIGNMENT CONCEPTS

ALIGNMENT #2

MILLER STREET

PROS: Reduces loss of angled parking spaces to 22 spaces relative to #1: Straight Path and resurface S. Miller Ave.

CONS: Reduces vehicle access to commercial and residential properties on S Miller, displaces parallel parking between S 2nd Ave and S 1st Ave., and highly favored by multiple adjacent property owners.



CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo

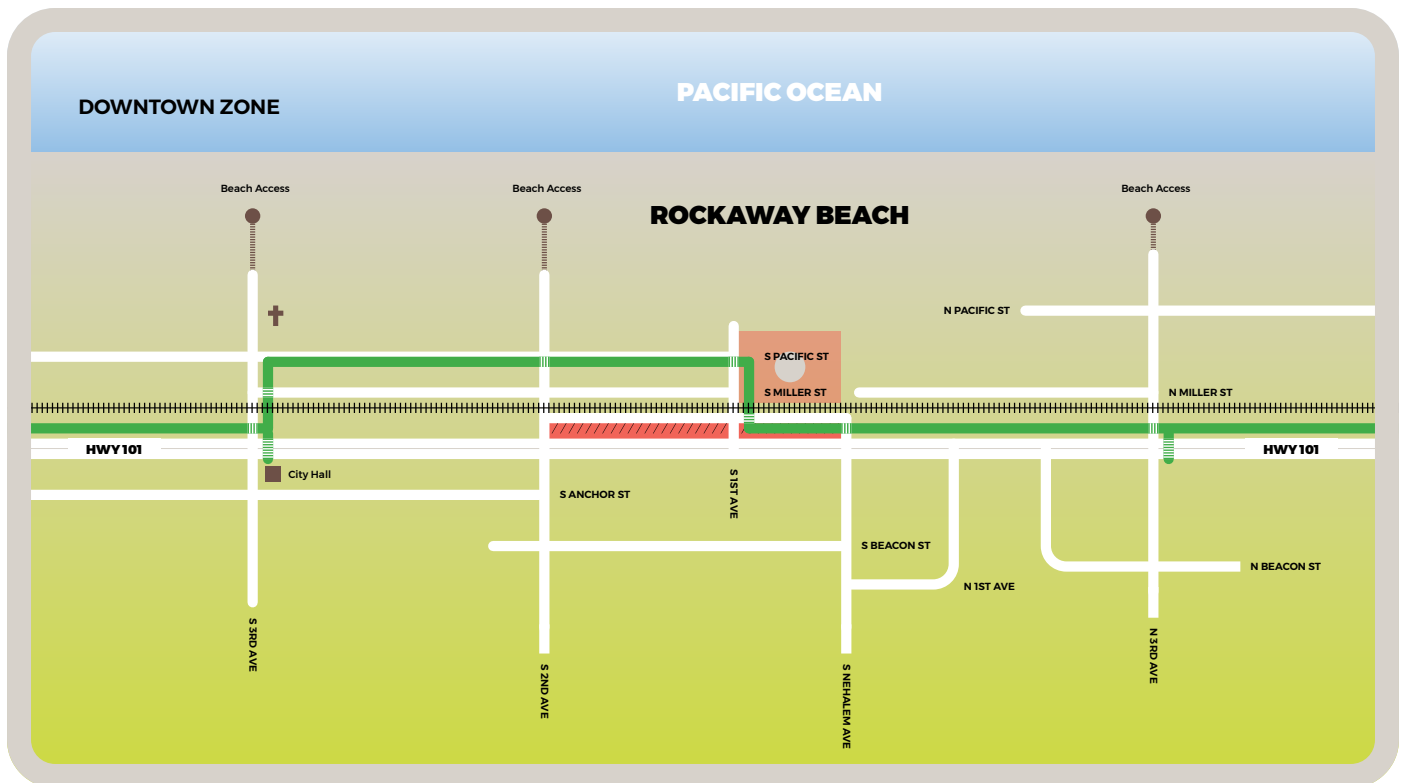
ALIGNMENT CONCEPTS

ALIGNMENT #3

PACIFIC STREET

PROS: Minimizes loss of angled parking between S 3rd Ave and S 1st Ave (potentially to S Nehalem), leads to expansion of downtown south to S 3rd Ave between Pacific St and US101, and is highly ranked.

CONS: Requires coordinated planning efforts that may not be feasible in the near-term.



CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo

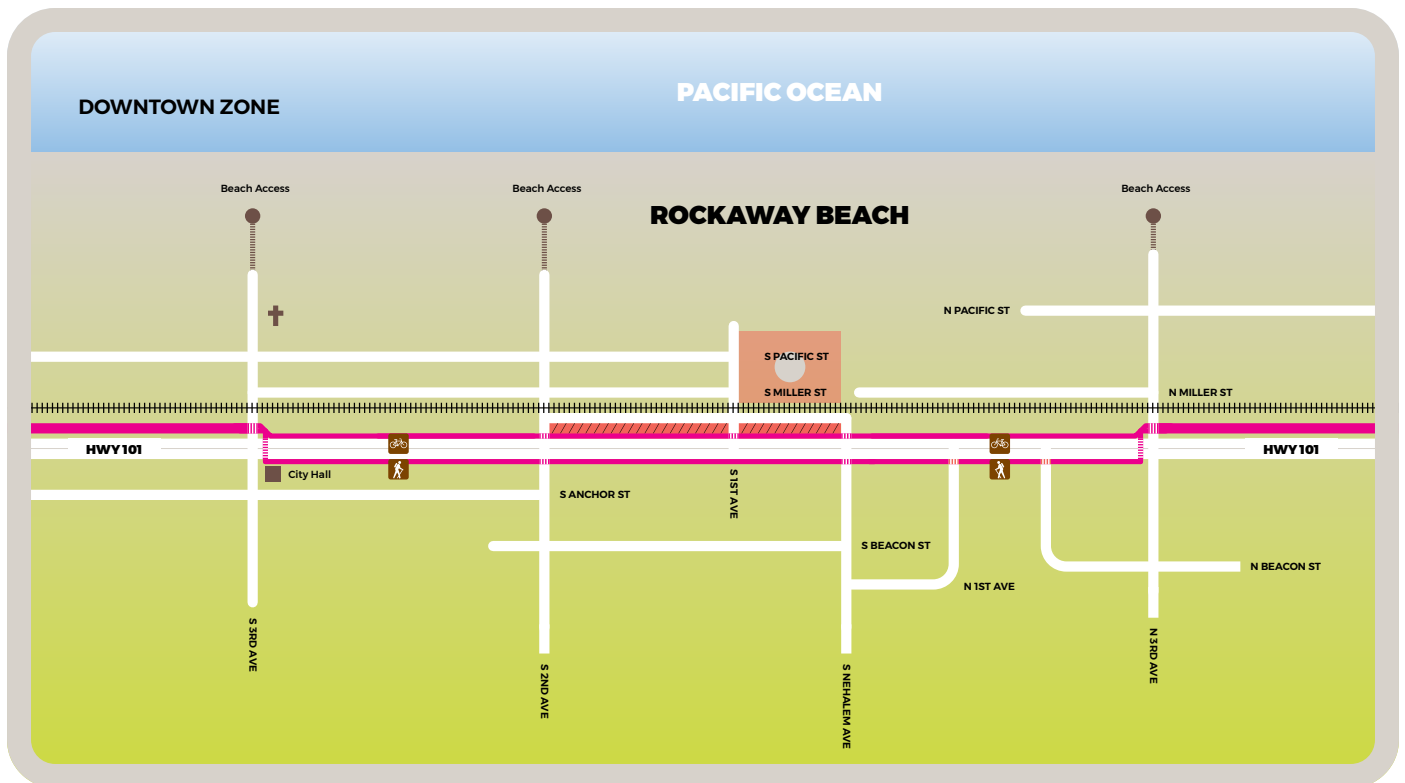
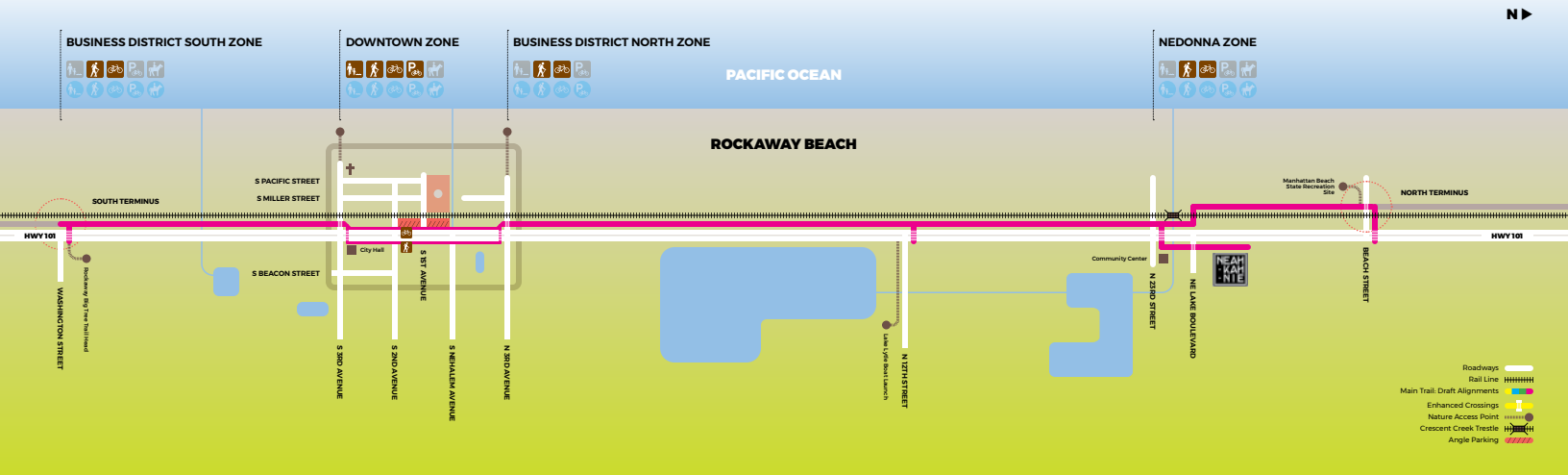
ALIGNMENT CONCEPTS

ALIGNMENT #4

SPLIT PATH

PROS: Minimal disruption to existing parking and traffic patterns, leaves door open for expanded pedestrian infrastructure downtown, and is a top ranked option.

CONS: Requires exemption for minimum path width, likely cycling only between N 3rd Ave. and S 3rd Ave. requiring pedestrians to divert to existing sidewalk east of US 101 at S 3rd Ave and N 3rd Ave, and may not be feasible due to spacing and buffering requirements for active transportation infrastructure.



CITY OF ROCKAWAY BEACH

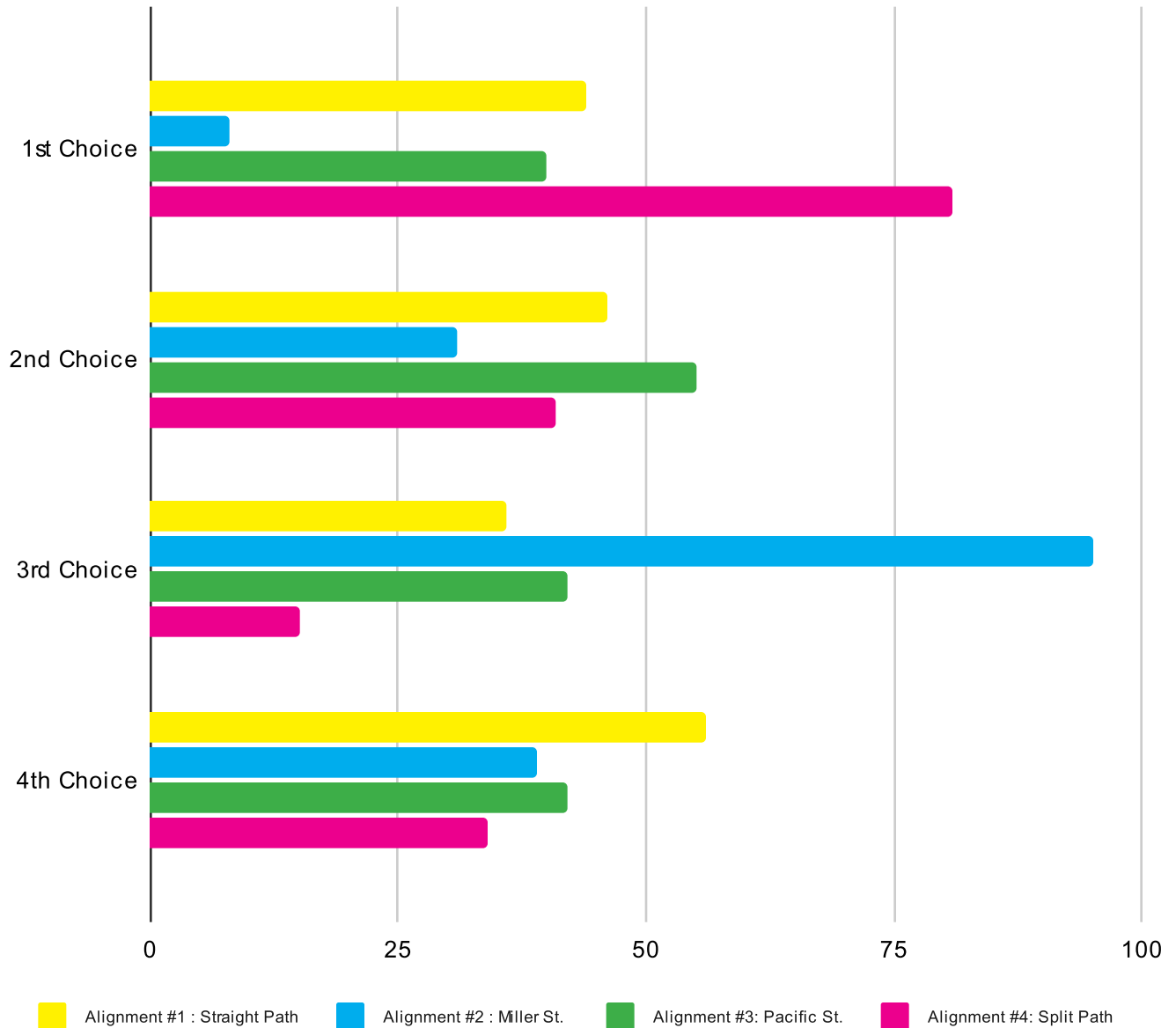
Community Path Project

Conceptual Design Memo

ALIGNMENT CONCEPTS

ALIGNMENTS:

Ranking of Options



ENGAGEMENT AND DESIGN RECOMMENDATIONS

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**ENGAGEMENT AND DESIGN RECOMMENDATIONS****ENGAGEMENT METHODOLOGY - OVERVIEW**

The consultant team convened a series of engagements with elected officials, city staff, and stakeholder groups within Rockaway Beach to understand the community's priorities, aspirations, and concerns about the path.

The team also created multiple channels to share information about the project, solicit feedback, and listen, including:

- ☑ 30+ one-on-one stakeholder interviews
- ☑ 12 small group presentations and listening sessions
- ☑ 2,600 mailers to residents and second home owners
- ☑ Three public gatherings
- ☑ A project page on the city's website
- ☑ Online feedback form and 200+ responses
- ☑ 30 printed posters
- ☑ 100 fliers with QR code to webpage and feedback form
- ☑ Project specific email address
- ☑ Eight articles in The Tillamook County Pioneer
- ☑ Two articles in Tillamook Headlight Herald
- ☑ Five public council presentations
- ☑ Eight site visits
- ☑ One "visitor for a weekend" experience
- ☑ One video and podcast interview

Recommendations are grounded in the themes we heard from the community during five months of ongoing conversation between March-July 2023.

Insights have been developed through the lens of the project's objectives and themes and rooted in best practice for destination management and placemaking.

Definitions:

Themes reflect community sentiment and priorities related to the path design.

Insights are grounded in community sentiment, oriented to the project objectives, and informed by industry best practice for destination management, design, data driven forecasting.

Design Recommendations are intended to inform city council endorsement of conceptual alignment (August 2023) AND the strategic allocation of resources during the Refinement process (August 2023-December 2024).

Needs describe opportunities for the city to anticipate, lead, and expand benefits of the path under mid-long-term strategy. Future recommendations should be prioritized based on existing needs, and opportunities and constraints uncovered throughout the Refinement process.

CITY OF ROCKAWAY BEACH

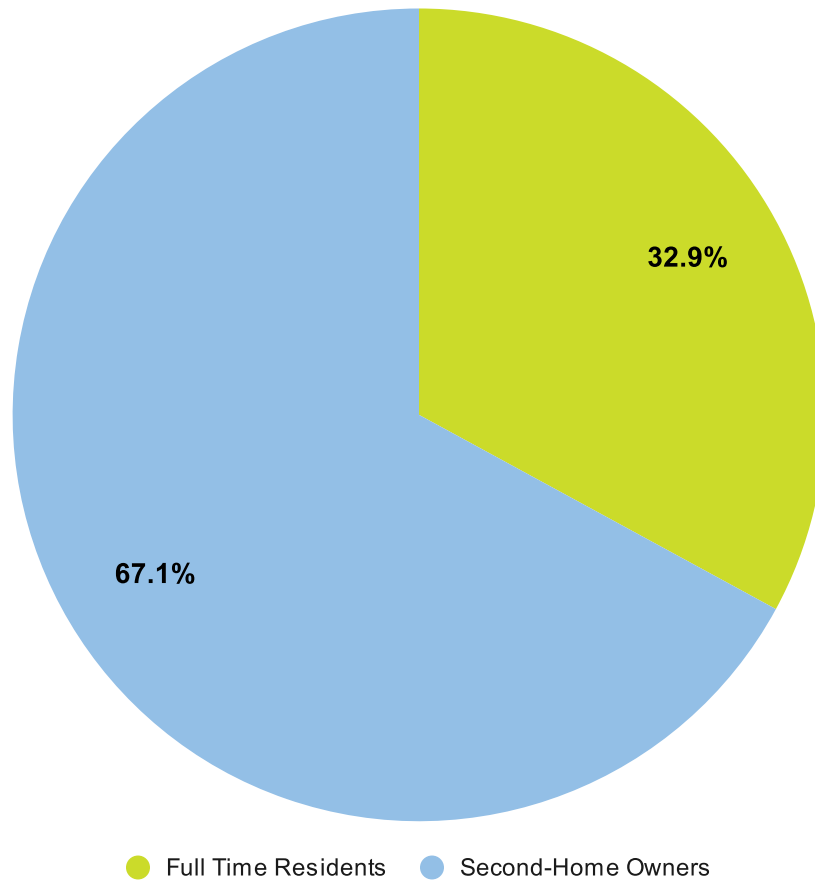
Community Path Project

Conceptual Design Memo

ENGAGEMENT AND DESIGN RECOMMENDATIONS

RESIDENTS AND SECOND-HOME OWNERS:

Respondent Percentages



Two-thirds of homes in Rockaway Beach are second homes and a third occupied by residents and is reflected in the survey response rates.

However, many second home owners identify as residents or locals and may live the majority of their time in Rockaway Beach despite listing a primary address in another area.

Rockaway's population trended younger in the wake of COVID-19 as families relocated, reversing a long-term trend of aging population. The survey did not ask for respondents' age. Additional engagement is recommended to determine if respondents preferences for alignment options and ranking of objectives correlates to age.

CITY OF ROCKAWAY BEACH

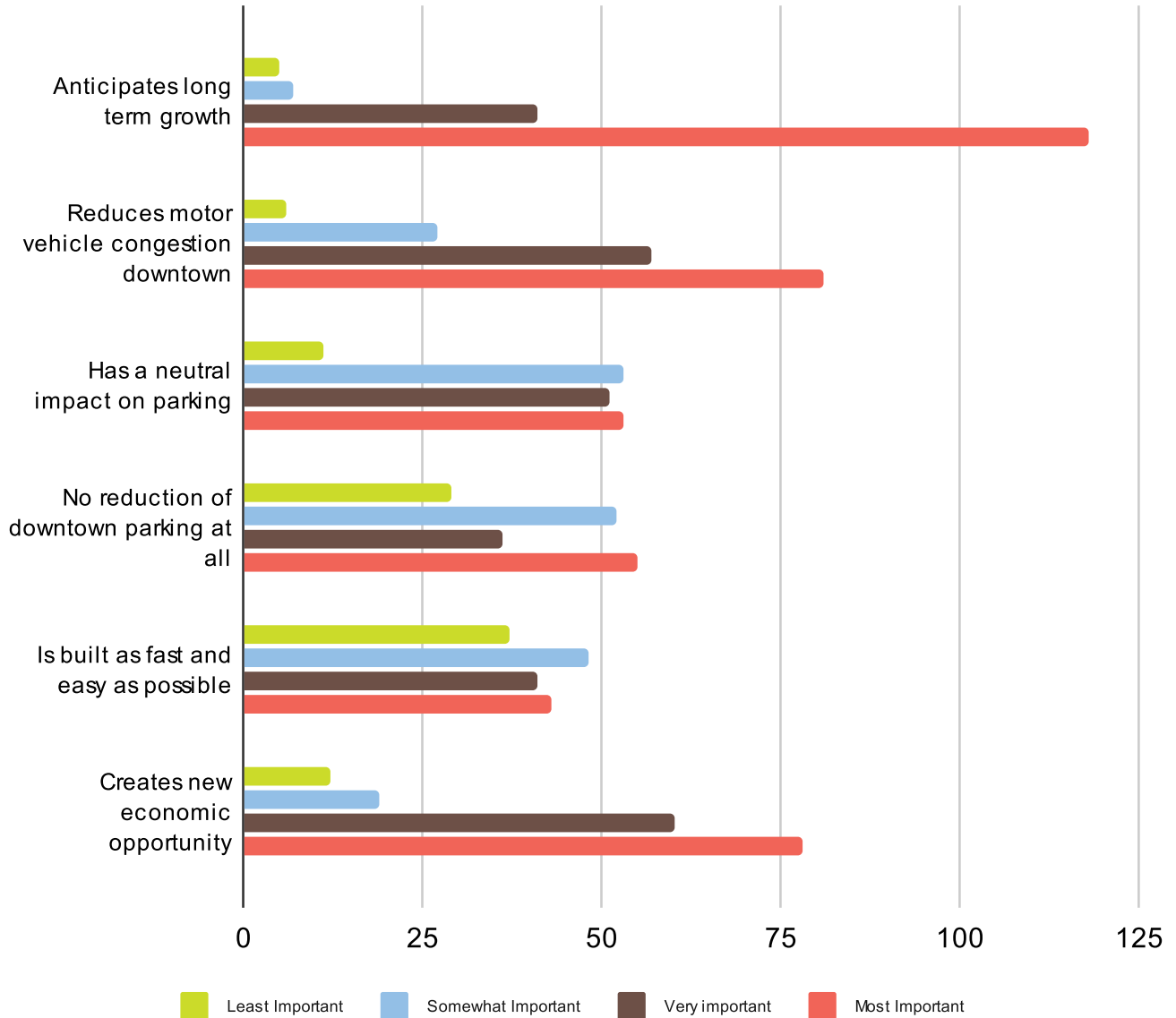
Community Path Project

Conceptual Design Memo

ENGAGEMENT AND DESIGN RECOMMENDATIONS

SURVEY QUESTION #2:

How important are the following design considerations?



CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**ENGAGEMENT AND DESIGN RECOMMENDATIONS****THEMES, INSIGHTS, AND DESIGN RECOMMENDATIONS**

THEME 1:*Path design should anticipate long-term growth.***INSIGHTS:**

- ★ The path project enjoys near universal support and reflects well on city hall.
- ★ The path is seen as an important solution to manage growth.
- ★ Deeper engagement is needed to better understand preferences for active transportation and motorized vehicle infrastructure now - and in the future.

DESIGN RECOMMENDATIONS:

- #1: Prioritize construction readiness for a low-hanging subsection of the path to ensure that a competitive proposal can be submitted in the 2024 Community Path grant cycle.
- #2: Prioritize the Split Path alignment for advanced planning at the start of the Refinement process and create an aggressive timeline for yes/no decision on feasibility, which is dependent on adequate separation between rail, motor vehicles, and the path.
- #3: Explore the Pacific Street alignment for potential expansion of the Split Path concept AND to advance a downtown alignment in case the Split Path concept is not feasible.

NEEDS:

- i. Deepen community engagement to clarify what it means for the city to successfully anticipate long-term growth.
- ii. Assess how long-term growth will impact the natural environment, local economy, social fabric, and demands on local government.
- iii. Create a cohesive strategy to anticipate Rockaway's long-term growth. Invest in comprehensive plan refresh and prioritize complementary planning efforts that leverage the path and manage growth.

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**ENGAGEMENT AND DESIGN RECOMMENDATIONS****THEMES, INSIGHTS, AND DESIGN RECOMMENDATIONS** continued...**THEME 2:***Reduce motor vehicle congestion downtown.***INSIGHTS:**

- ★ Parking is a symbol of a bigger issue and a fulcrum for long-term planning.
- ★ Potential trade-offs between motor vehicle and non-motorized vehicle infrastructure downtown merit additional study and engagement.
- ★ Parking needs may be addressed by actions outside the current project scope, such as spaces for users with special access needs and zoned parking.
- ★ A majority of lodging properties in Rockaway are located within two blocks of the path. Many visitors who now drive between lodging and experiences will walk or ride once the path is built, reducing high season congestion.

DESIGN RECOMMENDATIONS:

- #4: Design for user-friendly access between new and future parking lots east of US HWY 101 and amenities to the west more evenly dispersed visitors and increase incidental spend in the short walk between parking lots and the beach.
- #5: Use Refinement resources to assess and improve downtown traffic flow; implications of creating one-way traffic patterns on S 1st Avenue, S Pacific Street, and S Miller Street.
- #6: Improve layout of diagonal parking or convert to parallel parking to create space needed for the Split Path alignment and minimize parking loss.
- #7: Advocate for innovative enhanced crossings that are timed to minimize pedestrian interference of motor vehicle traffic.

NEEDS:

- iv. Update the downtown transportation plan and invest in a parking study under a refreshed comprehensive plan.
- v. Deepen engagement to draw out assumptions and potential solutions to competing perspectives on downtown parking.
- vi. Create a 20-year vision for Rockaway that frees future decision making and planning from existing tension by documenting a consistent and transparent approach to manage growth.
- vii. Communicate the rationale and implications of the long-term vision to constituents. Use insights gleaned from visioning to galvanize support.

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**ENGAGEMENT AND DESIGN RECOMMENDATIONS****THEMES, INSIGHTS, AND DESIGN RECOMMENDATIONS** continued...**THEME 3:***Create new economic opportunity.***INSIGHTS:**

- ★ Rockaway's vibrant business community will profit from increase foot traffic.
- ★ The path will create an incentive for overnight visitors to minimize vehicle use, which will decrease leakage (money spent outside Rockaway per trip).
- ★ Growth trends indicate that the city should anticipate the need for more commercial and retail businesses.
- ★ There are ways to solve the problem about cars left for train rides.

DESIGN RECOMMENDATIONS:

- #8: Pinpoint enhanced crossings on US HWY 101 that funnel path users to business, experiences, and amenities north and south of downtown to connect beach access points and lodging properties with businesses, attractions, and amenities to the east and west.
- #9: Site gateways on S 3rd Street and N 3rd Street that serve as north-south boundaries for a "town square" that is inviting to pedestrians and cyclists. Include covered bike racks, repair stations, drinking water, and storage to incentivize visitors to linger longer.
- #10: Prioritize the north business district zone for 2024/25 construction grant and include enhanced crossings at N 3rd and N 12th connecting to businesses east of US101.

NEEDS:

- viii. Incorporate S Pacific Street into an expanded town square between S 1st Avenue and S 3rd Avenue to incentivize new retail businesses in commercially zoned properties.
- ix. Invest in Main Street planning to revitalize and expand retail business.
- x. Pursue funding for expansion of sidewalks east of US101 between S 3rd and Washington Street, and N 3rd Avenue.

CITY OF ROCKAWAY BEACH

Community Path Project

Conceptual Design Memo**ENGAGEMENT AND DESIGN RECOMMENDATIONS****THEMES, INSIGHTS, AND DESIGN RECOMMENDATIONS** continued...**THEME 4:**

Elevate the prominence of Rockaway Beach among Oregon coast towns.

INSIGHTS:

- ★ Community pride in Rockaway remains pure—and welcoming.
- ★ There is a strong desire in defining, or creating, a Rockaway “theme.”
- ★ Belief is strong in the power of aesthetics in driving livability and economic development.
- ★ Rockaway is uniquely, geographically suited to be the most beach accessible coast town.

DESIGN RECOMMENDATIONS:

- #11: Where ever possible, incorporate multi-modal, accessible trail use.
- #12: Integrate thoughtful entry, reassurance, amenity, and exit path wayfinding—for both the trail and Rockaway Beach’s respective identities.
- #13: Utilize landscape architecture for function, e.g. water management, and city beautification.

NEEDS:

- xi. Collectively define Rockaway Beach’s present and future vision through the lens of community values and perceived benefits.
- xii. Develop a comprehensive placemaking strategy based on the above, inclusive of phased development and urban growth strategies.
- xiii. Collectively define the “Rockaway theme” or “Rockaway aesthetic” and provide supportive, directional frameworks for immediate and long-term activations.



Rockaway Beach
can be the gem
of Oregon coast
towns.



RESOLUTION NO. 23-1001

A RESOLUTION APPROVING A PROPOSAL FROM HBH CONSULTING ENGINEERS FOR COMPLETING A STREET CAPITAL IMPROVEMENTS PLAN

WHEREAS, Rockaway Beach Code Chapter 30.11 designates the City Council of the City of Rockaway Beach as the Local Contract Review Board; and

WHEREAS, the City Council wishes to obtain a Street Capital Improvements Plan to evaluate the condition of various roads around the City and prioritize projects for repair; and

WHEREAS, the City has received a proposal from HBH Consulting Engineers including a Scope of Work for the completion of a Street Capital Improvements Plan for the City of Rockaway Beach in the total estimated amount of \$35,250.00 for time and materials.

NOW, THEREFORE, BE IT RESOLVED that the City of Rockaway Beach City Council hereby approves the proposal from HBH Consulting Engineers for a Street Capital Improvements Plan, attached as Exhibit A.

APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 9TH DAY OF AUGUST 2023.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder



501 E First Street
Newberg, Oregon 97132
phone 503-554-9553
fax 503-537-9554

March 8, 2023

Luke Shepard
City of Rockaway Beach
PO Box 5
Rockaway Beach, OR 97136

Re: Rockaway Beach Street Capital Improvements Plan

Dear Luke,

The City of Rockaway Beach has expressed interest in completing a Capital Improvements Plan to evaluate the condition of various roads around the City and prioritize projects for repair. HBH Consulting Engineers, Inc. is pleased to provide planning and civil engineering services for the evaluation and preparation of a Street CIP for the City of Rockaway Beach.

The request will involve staff from HBH attending City Council meetings, public hearings, and work sessions to obtain an understanding of projects of interest by the City. HBH will then complete site visits as necessary to evaluate the condition of roads in question and prioritize projects for completion. The scope of the CIP is intended to prioritize street projects for the next five fiscal years.

We envision our scope of work as follows:

Task 1 – Kickoff Meeting and Project Management

HBH will meet with the City Manager and Public Works Director to determine a preliminary list of projects. This meeting can be virtual or in person. An inventory of projects will be created under this task and added to in subsequent tasks.

Additional work under this task will involve progress status updates, coordination with City Staff, and review of deliverables. One in person visit is included in this task. Additional trips will be billed on a time and material basis.

Task 2 – Meetings

This task will involve staff from HBH attending City Council Meetings, Public Hearings, or Work Sessions. The intent of these meetings will be to listen to council and the public to determine project priority based on public opinion. Projects requested by the City and the Public will be added to the inventory created in Task 1. Included in this task will be the attendance of five public meetings. HBH is happy to attend additional meetings at a time and materials basis.

Task 3 – Project Evaluation

Once a list of priority projects has been obtained and sorted from public meetings, HBH staff will complete one additional site visit to complete an evaluation of the road conditions. Site evaluations shall consider the condition of the existing road for capacity, safety, as well as use. HBH will rank the projects in accordance with the site evaluation completed. A preliminary ranking of priority projects as ranked by HBH will be delivered to the City Manager and Public Works Director for comment.

Task 4 – Preliminary CIP Report

Once the comments from the City Manager and Public Works Director have been received, HBH will begin preparing the CIP Report. A preliminary report will be developed based on a combination of public comment and consideration with projects being ranked based on the Engineer’s evaluation. The preliminary CIP will be delivered to the City Manager and City Council for discussion at a public hearing. Included in this task is the attendance of one public hearing to discuss the preliminary report and take notes on public comment.

Task 5 – Final CIP Report

Public Comments from the preliminary CIP report will be incorporated into a final CIP report. HBH will prepare a final, stamped engineering report for delivery to the City Manager and City Council. HBH will attend one council meeting for presentation of the final report.

Deliverables:

- Street CIP Inventory
- Preliminary Street Evaluation
- Preliminary CIP Report
- Final CIP Report

Not included is the following:

- Surveying – Topo, Boundary, As-Built, Plat, Easements, Legal Descriptions, Etc.
- Geotechnical Report, Soils investigation or design (if required)
- Agency fees and permits

In consideration of the mutual promises exchanged herein, our fee for the above work shall be as follows:

Task 1 – Project Management	\$ 5,250.00 (Estimated T&M)
Task 2 – Meetings	\$ 6,000.00 (Estimated T&M)
Task 3 – Project Evaluation	\$ 8,750.00 (Estimated T&M)
Task 4 – Preliminary CIP Report	\$ 9,500.00 (Estimated T&M)
Task 5 – Final CIP Report	\$ 5,750.00 (Estimated T&M)

Subconsultant and reimbursables such as copies are at cost plus 10 percent. Mileage will be billed at the IRS mileage rate, which is currently at \$0.655/mile. Payment is due within 30 days of invoice (monthly) or be subject to 1.5 percent monthly interest. Administrative work requested above the scope listed will be billed at \$54/hr. If the agreed upon scope of work changes, HBH reserves the right to renegotiate the fee associated with the changes in scope of work or additional services.

Rockaway Beach Street Capital Improvements Plan
March 7, 2023
Page 3 of 3

If the above fee is acceptable, please signed and date below, keep a copy for your records, and return the original to our office. We are able to begin work as soon as we receive a signed agreement.

Accepted by: _____

Date: _____

Sincerely,
HBH Consulting Engineers, Inc.

Matt Del Moro, PE
Project Manager

RESOLUTION NO. 23-1002

A RESOLUTION ADOPTING A PAID LEAVE OREGON POLICY

WHEREAS, Paid Leave Oregon is a new program that allows employees in Oregon to take paid time off for family leave, medical leave, and safe leave; and

WHEREAS, employees can start applying for Paid Leave Oregon benefits in September 2023; and

WHEREAS, the City wishes to adopt a policy to inform employees about eligibility, requirements, and benefits of the Paid Leave Oregon program.

NOW, THEREFORE, BE IT RESOLVED that the City of Rockaway Beach City Council hereby adopts the City of Rockaway Beach Paid Leave Oregon Policy, attached as Exhibit A.

APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 9TH DAY OF AUGUST 2023.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder



CITY OF ROCKAWAY BEACH PAID LEAVE OREGON POLICY

POLICY NUMBER: 300.2	EFFECTIVE DATE: August 9, 2023 REVIEWED: REVISED:
CATEGORY: Human Resources	RELATED DOCUMENTS: Personnel Policy & Employee Handbook Resolution 23-1002 - adopting this policy

Poster

A poster with Paid Leave Oregon (PLO) information, including eligibility and information about how to apply for benefits is in the city hall break room and should be cross-referenced while reviewing this policy.

The poster is also available at the Fire Department and the Public Works Department.

Reasons for Leave and Leave Length

PLO is a state-run program that allows eligible employees to take up to 12-weeks of paid time off per benefit year, for the following reasons:

- *Family leave* – for an employee to care for a family member with a serious illness or injury, or to bond with a new child after birth, adoption, or foster care placement.
- *Medical leave* – for an employee experiencing their own serious health condition or disability due to pregnancy.
- *Safe leave* – for an employee or eligible child dependent experiencing issues related to sexual assault, domestic violence, harassment, or stalking.

The PLO program also allows employee to take an additional two (2) weeks of paid leave for pregnancy, childbirth, or related medical conditions.

An additional four (4) weeks of unpaid leave is also allowed for other OFLA protected reasons.

Notification Requirements

Although the plan is administered by Paid Leave Oregon, the City of Rockaway Beach requires employees to notify their supervisor when they have applied for PLO leave.

Foreseeable Leave: If the need for PLO leave is foreseeable or planned, the employee is required to provide their supervisor at least 30 days' written notice before paid leave is to begin. Notice should be submitted in written format or by email.

Unforeseeable: If the need for PLO leave is unforeseeable or unplanned, an employee is required to provide oral notice to their supervisor 24 hours of the start of the leave, and

CITY OF ROCKAWAY BEACH

PAID LEAVE OREGON POLICY

the employee must also provide written notice within three (3) days after the start of the leave. Notice should be submitted in written format or by email.

A written time off request must include the employee's first and last name, type of leave, explanation of the need for leave, and anticipated timing and duration of leave. Timing and duration of leave should include the employee's plan for taking leave on an intermittent basis or in one block of time.

If the employee's dates of scheduled leave change, are extended by PLO, or if the reason for leave becomes known and/or, if circumstances change during the leave and the leave period differs from the original request, the employee must notify their supervisor within three business days, or as soon as possible.

Regardless of the reason for leave, or whether the need for leave is foreseeable, employees are expected to comply with the City of Rockaway Beach's normal call-in procedures.

Under Oregon law, an employee who fails to follow these notification requirements may receive reduced PLO benefits; specifically, the first weekly benefit amount will be reduced by 25 percent (the penalty calculated for leaves that are taken in increments of less than a full work week differs). See OAR 471-070-1310(9) and (10).

Accrued Leave and Holiday Pay While on Leave

Employees on PLO leave will accrue sick, vacation, or other employer-provided leave, and employees will receive holiday pay.

Benefits While on Leave

If an employee is on a state approved PLO leave, the City of Rockaway Beach will continue the employee's medical, dental, life, disability, and all eligible voluntary coverage, on the same terms as if the employee had continued to work. An employee wishing to maintain coverage when on a state approved PLO leave, is responsible for paying his/her share of premiums, the same as when premiums were paid by the employee, prior to the PLO leave.

Medical Certification Prior to Returning to Work

If an employee takes more than three consecutive scheduled workdays for their own serious health condition, the employee must furnish, prior to returning to work, medical certification from his/her health care provider stating that the employee is able to resume work.

Job Protection (ORS 657.060)

Employees who worked for the City of Rockaway Beach for more than 90 consecutive calendar days prior to taking PLO leave may be reinstated to their former position if the

CITY OF ROCKAWAY BEACH PAID LEAVE OREGON POLICY

position still exists. If the position has been eliminated, the employee may be restored to a different position with similar job duties with the same employment benefits and pay.

Reinstatement is not guaranteed if the position has been eliminated under circumstances where the law does not require reinstatement.

Employees are expected to promptly return to work when the circumstances requiring PLO leave have been resolved. If an employee does not return to work at the end of a PLO leave, reinstatement may not be available unless the law requires otherwise.

Employees who work for other employers while taking PLO leave may be subject to discipline up to and including termination. Additionally, all employees who use PLO leave for reasons other than the reason for which leave had been granted may be subject to discipline up to and including termination.

Use of Accrued Leave to Supplement Paid Leave Oregon Benefit

Paid Leave Oregon benefits will not provide the majority of employees with 100% of their gross regular wages, so employees receiving PLO benefits, may choose to supplement their PLO benefits with other available paid leave such as accrued paid leave [sick, vacation, paid time off, etc.], and/or comp time, up to 100% of the employee's regular gross wage. When PLO Benefits and supplemental employer compensation are added together, the amount paid cannot exceed the employee's regular gross monthly wage.

To request use of employer compensation, employees are required to complete, sign, and then submit, a Time Off Request Form along with their PLO Benefit Determination Letter, no later than the last date and time the City of Rockaway Beach requires employees' regular payroll submissions to be submitted. The City of Rockaway Beach will then determine the amount of accrued leave and/or other eligible compensation needed, to equal 100% of the employee's regular gross wages. Failure to complete, sign, and return the Time Off Request Form to their supervisor in a timely manner may result in the employee not being allowed to use employer compensation to supplement PLO benefits.

Complaint Procedure

The City of Rockaway Beach prohibits discrimination and harassment against an employee who takes protected paid leave. Conduct that violates the City's no-harassment and no-discrimination policies will not be tolerated and may subject an employee to discipline, up to and including termination. See the No-Harassment Policy on page 1 of the Personnel Policy and Employee Handbook.

Employees who have experienced discrimination or harassment, or have witnessed such behavior, should bring the matter to the attention of their immediate supervisor, any member of the member of management team, or the City Manager as soon as possible.

CITY OF ROCKAWAY BEACH
PAID LEAVE OREGON POLICY

Who to contact for more information

For more information about the City of Rockaway Beach's Paid Leave Oregon policy, contact the city's HR Department.

The City of Rockaway Beach does not administer the Paid Leave Oregon program, determine an employee's eligibility, or an employee's benefit payments. For questions about eligibility, concerns or questions about benefit payments or status of payment, employees will need to contact Paid Leave Oregon directly. Employee information and Paid Leave Oregon contact information is available at the following website:

[Paid Leave Oregon: Employees: Employees: State of Oregon
\[https://paidleave.oregon.gov/employees/Pages/default.aspx\]](https://paidleave.oregon.gov/employees/Pages/default.aspx)