



# City of Rockaway Beach

## Regular City Council Meeting Agenda

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**Date:** Wednesday, October 11, 2023  
**Time:** 6:00 P.M.  
**Location:** Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

**Watch live stream here:** [corb.us/live-stream](https://corb.us/live-stream)  
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[Regular City Council Meeting](#)

Meeting ID: 897 0115 2117

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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 September 13, 2023 Regular Meeting Minutes
  - b. Approval of September 13, 2023 Workshop Minutes
  - c. Review of September 2023 Check Register
- 5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS – None scheduled**
- 6. STAFF REPORTS**
  - a. Fire Department
  - a. Sheriff's Office
  - b. Public Works
  - c. City Manager
- 7. PUBLIC HEARING**
  - a. **Resolution 23-1010** Approving Public Records Request Fees
- 8. CITIZEN INPUT ON NON-AGENDA ITEMS**

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.

**9. OLD BUSINESS – None Scheduled**

**10. NEW BUSINESS**

a. Consideration of **Resolution 23-996** Adopting a Public Records Request Policy

b. Consideration of **Resolution 23-1010** Approving Public Records Request Fees

**11. ITEMS REMOVED FROM CONSENT AGENDA**

**12. COUNCIL CONCERNS**

**13. MAYOR'S REPORT**

**14. ADJOURNMENT**

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.

10/5/2023 2:23 PM



# City of Rockaway Beach

## Regular City Council Meeting Minutes

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**Date:** Wednesday, September 13, 2023  
**Location:** Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

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### 1. CALL TO ORDER

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

### MOMENT OF SILENCE

Start time: [06:00:36 PM \(00:00:09\)](#)

McNeilly shared that the community suffered through two tragic events in the last week. He invited those in attendance to stand and join him in a moment of silence in remembrance of the two community members that were lost, and in support of the family, friends, neighbors and the first responders grieving their losses and healing from the devastating incidences.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

Start time: [06:01:49 PM \(00:01:22\)](#)

[Mayor - Charles McNeilly: Present](#)  
[Council Position 1 - Mary McGinnis: Present](#)  
[Council President - Penny Cheek: Present](#)  
[Council Position 2 - Tom Martine: Excused](#)  
[Council Position 3 - Kristine Hayes: Present](#)  
[Council Position 4 - Alesia Franken: Present](#)

**Staff Present:** Luke Shepard, City Manager; Melissa Thompson, City Recorder; Dan Emerson, Public Works Superintendent; Todd Hesse, Fire Chief; Joshua Brown, Sheriff; Matt Kelly, Undersheriff; Kevin Grogan, Sheriff's Deputy.

### 4. CONSENT AGENDA

Start time: [06:02:04 PM \(00:01:37\)](#)

- a. Approval of August 9, 2023 Regular Meeting Minutes
- b. Approval of August 9, 2023 Workshop Minutes
- c. Review of August 2023 Check Register

McGinnis made a **motion**, seconded by Franken, to adopt the Consent Agenda.

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

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

## 5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

### a. Jetty Creek Watershed Working Group – Jon Wickersham, North Coast Land Conservancy; Kevin Brown, Nuveen Natural Capital

Start time: [06:03:40 PM \(00:03:13\)](#)

Jon Wickersham, Associate Director of North Coast Land Conservancy, provided an overview of the North Coast Land Conservancy and the projects they've worked on along the coast for drinking water protection. Wickersham shared background information on the Jetty Creek Watershed Working Group and the goal of protecting the health of Jetty Creek in supplying clean abundant drinking water to the community. Kevin Brown, Region Manager for Nuveen Natural Capital, provided an overview of Nuveen and the land they manage in the watershed. Both expressed support for the proposed Memorandum of Understanding Among the Participants of the Jetty Creek Working Group,

### b. Business Façade Improvement Grant - Nan Devlin, Tillamook Coast Visitors Association

Start time: [06:09:43 PM \(00:09:16\)](#)

Nan Devlin, Tillamook Coast Visitors Association (TCVA) introduced Marni Johnston as TCVA's new finance and grant manager and explained that she would be very involved with the Business Façade Improvement Grant. Devlin shared a presentation, providing an overview of the Grant that would improve the visitor-facing exteriors of commercial buildings in Rockaway Beach. Devlin answered clarifying questions for the Council, confirming that the grants will be funded by the city and administered by TCVA, and that grant awards will be approved by the Council. She reviewed the projects that would be eligible for grants. Shepard confirmed that the grant would be explained on the website.

Devlin also shared a reminder that the informational meeting regarding Destination Management planning would be held on Monday, September 18<sup>th</sup> at 6:00 p.m.

Hayes congratulated Devlin on hiring Johnston.

## 6. STAFF REPORTS

### a. Fire Department

Start time: [06:28:04 PM \(00:27:37\)](#)

Hesse acknowledged the recent events that tested the resolve of Fire Department and said our thoughts go out to the people in the community that were affected. He said the Fire Department

wanted to thank the City Council, City Manager, staff, and citizens for supporting the department during recent events. Hesse also expressed appreciation to public safety and first responder partners. He assured the public that the Fire Department is in service and prepared to respond.

Hesse presented his staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of August 2023. He added that he did not anticipate the burn ban being lifted anytime soon. He mentioned that he planned to provide community education regarding wildfire plans and preparedness this winter. Hesse noted that all firehoses were recently tested and passed inspection. He also provided an update on attempts to get updates from Verizon regarding tower generator repairs. McNeilly suggested that Verizon be reminded that the owner of the tower has a backup generator program that they could sign up for.

McGinnis expressed thanks to all Fire Department staff and volunteers for what they've done in the past few weeks. Hesse expressed thanks to Council members who provided kind gestures and snacks to the department.

**b. Sheriff's Office**

Start time: [06:36:58 PM \(00:36:31\)](#)

Deputy Kevin Grogan summarized the Sheriff's Office report for August 2023.

Sheriff Josh Brown commented on the recent officer-involved shooting. He thanked McNeilly for his kind words at the beginning of the meeting. Brown also thanked Shepard for facilitating the use of City Hall as a base of operations during recent events. He shared that the Clatsop County Major Crimes Team was responsible for the ongoing investigation, and they are working directly with the Tillamook County District Attorney. Brown explained that he could not make any other statements in order to protect the integrity of the investigation. He shared that more information would be provided at the appropriate time.

In response to an inquiry from Cheek, Brown explained that the recent fire-related death would be investigated by the State Fire Marshall. Shepard confirmed that no additional information could be shared at this time. Brown clarified for McGinnis that Undersheriff Kelly was in regular communication with Shepard.

**c. Public Works**

Start time: [06:42:21 PM \(00:41:53\)](#)

Emerson presented his report on recent developments in the Public Works department. He clarified for Franken that the timeframe for replacing two aging sewage pumps was within the current fiscal year, but undetermined beyond that.

**d. City Manager**

Start time: [06:46:05 PM \(00:45:38\)](#)

Shepard noted that the City was testing new audio-visual meeting technology and it was in use for the current meeting. Shepard shared a presentation providing background information on the business items on the agenda.

7. **PUBLIC HEARING** – None Scheduled

8. **CITIZEN INPUT ON NON-AGENDA ITEMS**

Start time: [06:55:58 PM \(00:55:31\)](#)

McNeilly explained that a new timer would indicate the speaking time remaining for those making comments.

Ronnie Duckworth, resident, expressed concerns about alleged drug activities and traffic concerns at a house on Island Street. Duckworth requested help from the Council and confirmed for McGinnis that he had been in contact with the City Manager and law enforcement.

9. **OLD BUSINESS** – None Scheduled

10. **NEW BUSINESS**

a. **Consideration of Resolution 23-1003 Approving Fire Apparatus Purchase & Financing**

Start time: [07:01:49 PM \(01:01:22\)](#)

McNeilly explained that this resolution adopts a lease purchase agreement for the acquisition of a new Rosenbauer Viper Aerial ladder fire truck.

No audience members wished to comment.

McGinnis made a **motion**, seconded by Cheek, to approve Resolution 23-1003 Approving Fire Apparatus Purchase & Financing.

McGinnis commented that Hesse had been proposing this acquisition to the Council for a few years, it was discussed in depth at the last City Council meeting, and that this was the culmination of work conducted over a long period of time. Hayes commented that she was happy that this apparatus purchase will allow the City to let go of some older equipment and their associated insurance and maintenance costs.

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

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

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

**b. Consideration of Resolution 23-1004 Approving Awards for the 2023 Community Grant Program**

Start time: [07:04:19 PM \(01:03:52\)](#)

McNeilly said that this resolution approves awards to recipients for the 2023 Community Grant Program. The city appropriated \$60,000 for the Community Grant Program as part of its 2023-2024 Budget. This Grant program provides funding to non-profit entities and other organizations that serve the Rockaway Beach Community. The Rockaway Beach City Council shall determine the grant recipients and the dollar amount of each grant award based on the grant program evaluation criteria.

McNeilly explained that the Council met during that their workshop and came to consensus to consider awarding grants to: Meals for Seniors for \$10,000; Friends of the Rockaway Beach Library for \$8,200.36; and Rockaway Beach Volunteers for \$2,000.

No audience members wished to comment.

Hayes made a **motion** to amend Resolution 23-1004 to add Sea Turtles Forever and remove Rockaway Beach Volunteers. The motion died for lack of a second.

Franken made a **motion**, seconded by McGinnis, to approve Resolution 23-1004 Approving Awards for the 2023 Community Grant Program to Meals for Seniors, Friends of the Rockaway Beach Library, and Rockaway Beach Volunteers.

McGinnis commented that other applicants who applied would be contacted to provide more information.

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

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

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

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

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

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

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

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

**b. Consideration of Resolution 23-1005 Approving a Memorandum of Understanding Among the Participants of the Jetty Creek Working Group**

Start time: [07:10:04 PM \(01:09:37\)](#)

McNeilly explained that this resolution approves a Memorandum of Understanding (MOU) among the participants of the Jetty Creek Working Group to define their respective roles and responsibilities in order to achieve mutually beneficial outcomes and resources in the lower Jetty Creek watershed.

Nancy Webster, resident and representing North Coast Communities for Watershed Protection (NCCWP), expressed concerns about safeguarding drinking water sources. She advocated for no more logging or spraying. She noted that she thought it was important to discuss an MOU and city involvement. She expressed a desire for more public input regarding the MOU, citizen involvement, and independent consultants in the working group. Webster advocated for city ownership of the watershed.

Sandy Johnson, resident, expressed agreement with Webster. She explained her initial involvement with the Jetty Creek Working Group and her recommendation that the city be asked to participate. She noted that it was important to understand that the MOU is nothing more than a non-binding handshake saying we will work together to come to a collaborative solution for long term stewardship of the watershed. Johnson agreed that public input was important, but the city should get to the table.

Daniel Howlett, resident, commented on observations of temperature increases in the Jetty Creek Watershed that he attributed to cutting. He expressed concerns regarding funds expended for construction of the water treatment plant and water rates. He advocated for denying approval of the MOU and the city crafting its own. Howlett recommending reading a recent article about the watershed in the Cannon Beach Gazette.

Nancy Lanyon, resident and member of NCCWP, said she was speaking on her own behalf. She said she concurred with previous comments. Lanyon commented that it was wonderful that the working group is addressing the lower watershed, and advocated for no more clear-cutting and no more spraying. She expressed a desire for there to be independent sources of data collection and more details specified in the MOU. She requested a pause to have a greater understanding of the details of the MOU.

McGinnis made a **motion**, seconded by Cheek, to approve Resolution 23-1005 Approving a Memorandum of Understanding Among the Participants of the Jetty Creek Working Group

McGinnis commented that she was a founding member of NCCWP and there hasn't been any traction to protect watershed in years. She explained that the MOU is the first written agreement to come before the Council that the City can participate in to protect the watershed. She reiterated that the MOU is an agreement to work together, and noted that the City Council will have some control over future plans.

Hayes expressed a desire for more citizen involvement and suggested that NCCWP be added to the MOU as a stakeholder.

Franken, also a member of NCCWP, commented that the most important thing is that the watershed needs help. Franken noted that it is important to carefully read and review information because it can sometimes be presented in a way to make it more inflammatory on either side. She acknowledged that it would be great to have the owner of the upper watershed involved, but expressed agreement with McGinnis that the city should have a seat at the table, and there were stakeholders involved interested in land and watershed protection. Franken noted that she appreciated the MOU's discussion of environmental enhancement, but expressed desire to also address levels of water, and to have the best methods in place to enhance and restore the watershed. Franken acknowledged the economic impact water



infrastructure has on cities referred to in the Cannon Beach Gazette article, but noted that the article did not discuss how the construction of the water treatment plant completely cleared up other health concerns in the water.

McGinnis explained that there are multiple timber companies that own land in the watershed. She reiterated that the MOU does not explain how the water will be taken care of or how the timber will be taken care of, but just gives the City Manager permission to go to the table and talk with the groups.

McNeilly expressed excitement about the working group and efforts to continue to engage additional stakeholders. He said that the long-term goal of sustainable quality and quantity of water was important to him and that the City will ensure that citizens are informed and engaged in the process.

McNeilly added that the City would be pursuing a grant to get a request for proposal (RFP) for a consultant to work with the City to create a source water protection plan. McNeilly noted that none of the solutions are perfect, but the City needs to begin the process to address the watershed.

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

[Position #1 - Mary McGinnis: Motion](#)  
[Position #5 - Penelope Cheek: 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: Excused](#)

**c. Consideration of Resolution 23-1006 Approving a Lease Agreement with Tillamook County for the Lake Lytle Boat Launch**

McNeilly explained that this resolution approves a lease agreement with Tillamook County for the Lake Lytle Boat Launch property for a period of 25 years beginning January 1, 2024. No payments will be made, but the City will manage and make some improvements to the park to increase recreational opportunities for the public. The Tillamook County Board of Commissioners has approved the agreement, and it is now ready for City Council approval.

No audience members wished to comment.

Cheek made a **motion**, seconded by Hayes, to approve Resolution 23-1006 Approving a Lease Agreement with Tillamook County for the Lake Lytle Boat Launch.

Cheek commented that McGinnis had been working on the project for a long time and she appreciated her getting Cheek involved. She said that this was a good starting point for improving the lake. Hayes said she was thrilled. McGinnis provided background information on the project and expressed confidence in the decision based on public involvement. She thanked Shepard and City Planner Mary Johnson for their work on the agreement.

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

[Position #5 - Penelope Cheek: Motion](#)  
[Position #3 - Kristine Hayes: 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: Excused](#)

**d. Consideration of Resolution 23-1008 Approving a Lease Agreement with Neah-Kah-Nie School District No. 56 for Tennis Court Property**

McNeilly explained that this resolution approves a lease agreement with Neah-Kah-Nie School District No. 56 for the tennis court property for a period of one year, for a payment of \$10. A previous 25-year lease with the district had expired.

McNeilly confirmed for Franken that the lease term was one year.

Hayes made a **motion**, seconded by Franken, to approve **Resolution 23-1008** Approving a Lease Agreement with Neah-Kah-Nie School District No. 56 for Tennis Court Property.

Hayes expressed the desire for a longer-term lease.

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

[Position #3 - Kristine Hayes: Motion](#)  
[Position #4 - Alesia Franken: 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: Excused](#)

**11. ITEMS REMOVED FROM CONSENT AGENDA – None Removed**

**12. COUNCIL CONCERNS**

Start time: [07:46:26 PM \(01:45:59\)](#)

Cheek thanked the Fire Department for their diligent work on the fire in the past week. She also thanked the Sheriff's Department for their work with emergencies in the last week. Cheek thanked residents for helping everyone through the recent crisis. She noted that the town had gathered as a group through the pain and suffering and thanked all who voiced their support.

Franken expressed her appreciation and thanks to the City's emergency service providers. She thanked all who came to speak for the watershed and shared that she was hopeful the group would make progress on the issue.

Hayes commented on citizen committees and requested more citizen engagement through nature preserve and waterways and beautification committees. She expressed confusion about items that go to the workshop and those that don't, commenting that she would have liked to have seen the MOU at a workshop. She expressed a desire to have a winter workshop to work through items. Hayes acknowledged emergency responders and staff for events experienced in the past week. She talked about the loss of Adam Brecht and what a special human being he was. Hayes mentioned that the Kite Festival was scheduled for the coming weekend.

McGinnis thanked City staff, the Fire Department and Sheriff's Department for all the extra work in the past two weeks. She thanked citizens for coming and providing input on the watershed and assured them that the Council would ensure that the City's interests were represented. McGinnis commented on the volunteer's responsibility for cleaning restrooms during the Kite Festival and recommended that the City pursue hiring an outside company to clean the restrooms during the festival. McGinnis encouraged holding a workshop to address ordinances that need updating, as well as addressing the issue of citizen committees. She mentioned that she and McNeilly will be visiting a local social studies class to teach them about how local government works. McGinnis acknowledged the success of the Thursday markets. McGinnis clarified that Shepard would be reaching out to the Community Grant applicants who needed to submit additional information for consideration.

### 13. MAYOR'S REPORT

Start time: [07:56:21 PM \(01:55:54\)](#)

McNeilly reported that the next "Coffee with Manager and Mayor" meeting will be held Thursday, September 28, 2023. He recommended that residents attend. He said that a summary of issues shared by residents at the August meeting was included in the agenda packet.

McNeilly commented that attending or watching City Council workshops was a good way to engage with the city because it is where discussion sets the stage for decisions. He also encouraged attendance at City Council regular meetings and Planning Commission meetings. McNeilly encouraged residents to attend the community meeting regarding destination management on Monday, September 18<sup>th</sup> at 6:00 p.m.

McNeilly expressed that he wanted to lift up all Rockaway Beach volunteers, notably Sandy Johnson and Robin Swain, for the positive and collaborative impact they have on the community.

### 14. ADJOURNMENT

Start time: [08:01:00 PM \(02:00:33\)](#)

McGinnis **moved**, seconded by Cheek, to adjourn the meeting at 8:01 p.m.

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

Position #1 - Mary McGinnis: Motion  
Position #5 - Penelope Cheek: 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: Excused

MINUTES APPROVED THIS  
11<sup>TH</sup> DAY OF OCTOBER 2023

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder

DRAFT

# City of Rockaway Beach

## City Council Workshop Minutes



**Date:** Wednesday, September 13, 2023  
**Time:** 4:30 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: [04:30:22 PM \(00:00:00\)](#)

[Mayor - Charles McNeilly: Present](#)  
[Council Position 1 - Mary McGinnis: Present](#)  
[Council President - Penny Cheek: Present](#)  
[Council Position 2 - Tom Martine: Excused](#)  
[Council Position 3 - Kristine Hayes: Present](#)  
[Council Position 4 - Alesia Franken: Present](#)

**Staff Present:** Luke Shepard, City Manager; Melissa Thompson, City Recorder

### 3. COUNCIL BRIEFING/DISCUSSION

#### a. Community Grant Application and Policy Review

Start time: [04:30:47 PM \(00:00:25\)](#)

Shepard provided an overview of the six Community Grant Applications received and asked the Council to come to consensus regarding actions to be considered at that night's City Council meeting. The Council reviewed the applications and there was discussion regarding the grant program rules and criteria.

After discussion, there was consensus to consider approving awards at that night's Council meeting for Meals for Seniors, Friends of the Library, and Rockaway Beach Volunteers. There was discussion regarding the business location of Brittney Bakes and consensus to not consider an award. There was Council consensus to request that Sea Turtles submit additional information. There was consensus to invite the Rockaway Beach Writers Rendezvous applicant to a future workshop to provide more information and have further discussion.

#### b. Public Records Request Policy

Start time: [05:06:50 PM \(00:36:28\)](#)

Shepard explained minor changes that were made to the draft Public Records Request policy, including adding the state definition of a business day, and minor grammatical changes. In response to a question from McGinnis, Shepard confirmed that the policy would be posted on the city website after adoption. The Council reviewed a log of records requests received in

2023, and there were comments regarding reviewing the log on a quarterly basis. There was discussion regarding fees for fulfilling records requests and consensus to consider charging actual costs for staff time.

**c. Abatement of Nuisances at 603 S. Easy Street**

Start time: [05:15:58 PM \(00:45:35\)](#)

The Council reviewed a memorandum, abatement notices and photographs of nuisances at 603 S. Easy Street. Shepard explained that the nuisances that were specified in the Notice to Abate were addressed by the responsible party in accordance with our code as of the date of inspection, so there would be no action for the Council to consider at that night's meeting. Shepard noted that the City expected to continue to receive complaints on the property, and it was highly likely that future abatement action would be necessary.

**d. Project/Task Priorities**

Start time: [05:21:27 PM \(00:51:04\)](#)

Shepard presented an updated list of projects and tasks, explaining the list included items that were suggested by the Mayor and Council. There was discussion of the list and additional items proposed to be added to the project/task pool. Shepard provided an update on various grants and related projects. He answered clarifying questions for the Council. Shepard noted that he would ask the Council to review and adjust project pool priorities as needed.

**4. ADJOURNMENT**

Start time: [05:40:08 PM \(01:09:46\)](#)

McGinnis made a **motion**, seconded by Cheek, to adjourn the meeting at 5:40 p.m.

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

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

MINUTES APPROVED THIS  
11<sup>TH</sup> DAY OF OCTOBER 2023

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder

Rockaway Beach City Council  
Workshop Minutes – September 13, 2023

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES &amp; RESOURCES</u>					
10-31-4010 CUR YR PROP TX - GEN FUND	799.05	3,845.08	435,000.00	431,154.92	.9
10-31-4020 DELINQUENT PROP TAX REVENUE	592.45	2,379.55	8,500.00	6,120.45	28.0
10-31-4040 LIQUOR TAX - OLCC	3,171.88	7,964.09	26,000.00	18,035.91	30.6
10-31-4050 CIGARETTE TAX	189.00	285.23	1,200.00	914.77	23.8
10-31-4060 OTHER TAX REVENUE	.00	10,065.52	30,000.00	19,934.48	33.6
<b>TOTAL REVENUES &amp; RESOURCES</b>	<b>4,752.38</b>	<b>24,539.47</b>	<b>500,700.00</b>	<b>476,160.53</b>	<b>4.9</b>
<u>GRANTS, LOANS &amp; BONDS</u>					
10-33-4180 DLCD GRANT	2,000.00	2,000.00	.00	( 2,000.00)	.0
10-33-4185 STATE REVENUE SHARING	.00	6,471.52	20,000.00	13,528.48	32.4
<b>TOTAL GRANTS, LOANS &amp; BONDS</b>	<b>2,000.00</b>	<b>8,471.52</b>	<b>20,000.00</b>	<b>11,528.48</b>	<b>42.4</b>
<u>FEES &amp; SERVICES</u>					
10-34-4060 LICENSES & FRANCHISES	10,807.07	254,485.48	280,000.00	25,514.52	90.9
10-34-4080 PERMITS, BLDG TILL CO PORTION	412.50	1,512.50	.00	( 1,512.50)	.0
10-34-4085 LAND USE-ORDINANCE FEES-PERMIT	300.00	6,860.00	21,000.00	14,140.00	32.7
10-34-4141 CIVIC/COMM CENTER RENT	100.00	275.00	850.00	575.00	32.4
10-34-4142 FIRST FLOOR RENT-HLTH DEPT	946.00	2,838.00	11,500.00	8,662.00	24.7
10-34-4145 CC-REFUNDABLE DEPOSITS	.00	.00	500.00	500.00	.0
10-34-4146 HEALTH DEPT UTILITY REIMB	99.58	684.09	2,650.00	1,965.91	25.8
<b>TOTAL FEES &amp; SERVICES</b>	<b>12,665.15</b>	<b>266,655.07</b>	<b>316,500.00</b>	<b>49,844.93</b>	<b>84.3</b>
<u>FIRE DEPARTMENT</u>					
10-35-4091 NEDONNA FIRE DIST	.00	.00	30,000.00	30,000.00	.0
10-35-4092 TWIN ROCKS WATER DISTRICT	.00	.00	10,000.00	10,000.00	.0
10-35-4093 OR STATE FORESTRY DEPT	.00	.00	500.00	500.00	.0
10-35-4185 FIRE PERMITS	.00	.00	50.00	50.00	.0
10-35-4186 EMERGENCY SERVICES FEE	.00	20,957.16	125,000.00	104,042.84	16.8
<b>TOTAL FIRE DEPARTMENT</b>	<b>.00</b>	<b>20,957.16</b>	<b>165,550.00</b>	<b>144,592.84</b>	<b>12.7</b>
<u>OTHER REVENUES</u>					
10-36-4120 INTEREST ON INVESTED FUNDS	18,339.07	52,931.24	12,500.00	( 40,431.24)	423.5
10-36-4150 MISC RCPTS - GEN FUND	878.16	1,581.45	12,000.00	10,418.55	13.2
10-36-4190 SURPLUS PROPERTY SALES	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL OTHER REVENUES</b>	<b>19,217.23</b>	<b>54,512.69</b>	<b>25,500.00</b>	<b>( 29,012.69)</b>	<b>213.8</b>

CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>POLICE DEPARTMENT</u>					
10-37-4100 CITATIONS - FINES & FORFEITS	1,500.45	2,296.50	15,000.00	12,703.50	15.3
TOTAL POLICE DEPARTMENT	1,500.45	2,296.50	15,000.00	12,703.50	15.3
<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	40,135.21	377,432.41	2,029,401.00	1,651,968.59	18.6

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	21,964.40	63,808.37	564,712.00	500,903.63	11.3
	<b>TOTAL POLICE DEPARTMENT</b>	<b>21,964.40</b>	<b>63,808.37</b>	<b>629,712.00</b>	<b>565,903.63</b>	<b>10.1</b>
<u>FIRE DEPARTMENT</u>						
10-46-5052	FIRE CHIEF WAGES	8,356.24	26,515.02	102,700.00	76,184.98	25.8
10-46-5053	FIREFIGHTERS	18,436.66	52,343.25	138,136.00	85,792.75	37.9
10-46-5054	OVERTIME-FIRE DEPARTMENT	.00	.00	5,000.00	5,000.00	.0
10-46-5061	VOLUNTEER FIRE FIGHTER BONUS	.00	5,310.90	41,250.00	35,939.10	12.9
10-46-5062	RECORD KEEPING & TRAINING	250.00	750.00	3,500.00	2,750.00	21.4
10-46-5152	PAYROLL EXPENSES - FIRE	12,366.21	43,523.59	223,697.00	180,173.41	19.5
10-46-6110	ELECTRICITY	200.63	389.33	3,500.00	3,110.67	11.1
10-46-6530	TELEPHONE	315.11	4,333.83	8,500.00	4,166.17	51.0
10-46-6535	MEDICAL	.00	1,634.16	10,000.00	8,365.84	16.3
10-46-6555	SUPPLIES, GEAR & SERVICES	1,664.43	5,674.34	40,000.00	34,325.66	14.2
10-46-6570	INS- VEHICLE, LIAB, EQUIP, BLD	.00	15,854.40	20,000.00	4,145.60	79.3
10-46-6580	FUEL & OIL	1,218.68	2,034.00	10,000.00	7,966.00	20.3
10-46-6582	ELECTRONIC REP-MAINT	.00	.00	1,500.00	1,500.00	.0
10-46-6630	FIRE BLDG MAINT	46.89	618.91	15,000.00	14,381.09	4.1
10-46-6660	SAFETY TRAINING & FIRST AID	209.25	1,284.72	14,000.00	12,715.28	9.2
10-46-6670	REQUIRED EQUIP TESTING	2,677.50	2,677.50	10,000.00	7,322.50	26.8
10-46-6690	VEHICLE MAINT, SUP & REP	168.92	168.92	20,000.00	19,831.08	.8
	<b>TOTAL FIRE DEPARTMENT</b>	<b>45,910.52</b>	<b>163,112.87</b>	<b>666,783.00</b>	<b>503,670.13</b>	<b>24.5</b>

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-48-5057 OFFICE ASSISTANT	10,234.50	30,822.48	119,390.00	88,567.52	25.8
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	6,649.87	19,949.59	83,790.00	63,840.41	23.8
10-48-5085 MAYOR & COUNCIL STIPEND	125.00	375.00	1,100.00	725.00	34.1
10-48-5152 PAYROLL EXP - ADMIN	8,940.15	28,478.87	172,690.00	144,211.13	16.5
10-48-6410 PLANNING & ZONING	356.50	6,743.04	155,000.00	148,256.96	4.4
10-48-6440 REFUNDABLE DEPOSITS	.00	.00	500.00	500.00	.0
10-48-6530 TELEPHONE	.00	95.57	6,000.00	5,904.43	1.6
10-48-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	12,177.53	8,000.00	( 4,177.53)	152.2
10-48-6571 TECHNOLOGY & DATA PROCESSING	6,238.33	7,400.54	45,000.00	37,599.46	16.5
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	3,546.23	10,404.68	83,000.00	72,595.32	12.5
10-48-6831 DUES-CITY, OFFICIALS & STAFF	289.99	1,889.05	2,500.00	610.95	75.6
10-48-6835 BANK FEES	.10	94.16	2,000.00	1,905.84	4.7
10-48-6840 COURT COSTS	.00	.00	100.00	100.00	.0
10-48-6850 ATTORNEY	987.00	3,196.00	29,000.00	25,804.00	11.0
10-48-6870 AUDIT & BOND	395.64	718.89	8,000.00	7,281.11	9.0
10-48-6880 ADVERTISING	.00	207.70	2,000.00	1,792.30	10.4
10-48-6890 STATIONERY & SUPPLIES	511.99	1,041.04	12,000.00	10,958.96	8.7
10-48-6915 TRAVEL & TRAIN-STAFF	.00	1,272.00	5,000.00	3,728.00	25.4
10-48-6920 BLDG MAINT-CTY HALL	100.00	3,898.19	35,000.00	31,101.81	11.1
10-48-6931 COUNCIL EXPENSE	.00	983.41	1,000.00	16.59	98.3
10-48-6932 CITY MANAGER FUND	.00	.00	500.00	500.00	.0
10-48-6954 REVENUE SHARING PMTS	18,200.36	18,200.36	60,000.00	41,799.64	30.3
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	324.82	64,323.24	140,000.00	75,676.76	46.0
<b>TOTAL ADMINISTRATION</b>	<b>56,900.48</b>	<b>212,271.34</b>	<b>1,342,945.00</b>	<b>1,130,673.66</b>	<b>15.8</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>124,775.40</b>	<b>439,192.58</b>	<b>2,639,440.00</b>	<b>2,200,247.42</b>	<b>16.6</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 84,640.19)</b>	<b>( 61,760.17)</b>	<b>( 610,039.00)</b>	<b>( 548,278.83)</b>	<b>( 10.1)</b>

CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

FIRE EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
14-36-4120 INTEREST INCOME	195.91	565.39	1,200.00	634.61	47.1
TOTAL OTHER INCOME	195.91	565.39	1,200.00	634.61	47.1
<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	195.91	565.39	417,807.00	417,241.61	.1

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	195.91	565.39	42,807.00	42,241.61	1.3

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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 3 MONTHS ENDING SEPTEMBER 30, 2023

PROJECT & EQUIP RESERVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>						
21-36-4120	INTEREST INCOME	232.54	671.11	3,000.00	2,328.89	22.4
	TOTAL OTHER INCOME	232.54	671.11	3,000.00	2,328.89	22.4
<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	232.54	671.11	1,193,481.00	1,192,809.89	.1

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

PROJECT & EQUIP RESERVE

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>CAPITAL OUTLAY</u>					
21-47-7577 TOURISM CAPITAL PROJECTS	35,724.80	183,983.83	2,425,000.00	2,241,016.17	7.6
TOTAL CAPITAL OUTLAY	35,724.80	183,983.83	2,425,000.00	2,241,016.17	7.6
TOTAL FUND EXPENDITURES	35,724.80	183,983.83	2,425,000.00	2,241,016.17	7.6
NET REVENUE OVER EXPENDITURES	( 35,492.26)	( 183,312.72)	( 1,231,519.00)	( 1,048,206.28)	( 14.9)

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	10,231.47	27,906.45	114,000.00	86,093.55	24.5
<b>TOTAL STATE REVENUE</b>	<b>10,231.47</b>	<b>27,906.45</b>	<b>115,000.00</b>	<b>87,093.55</b>	<b>24.3</b>
<u>OTHER REVENUE</u>					
30-36-4120 INTEREST INCOME	2,891.15	8,343.83	16,500.00	8,156.17	50.6
<b>TOTAL OTHER REVENUE</b>	<b>2,891.15</b>	<b>8,343.83</b>	<b>16,500.00</b>	<b>8,156.17</b>	<b>50.6</b>
<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
<b>TOTAL TRANSFERS</b>	<b>.00</b>	<b>.00</b>	<b>420,296.00</b>	<b>420,296.00</b>	<b>.0</b>
<b>TOTAL FUND REVENUE</b>	<b>13,122.62</b>	<b>36,250.28</b>	<b>551,796.00</b>	<b>515,545.72</b>	<b>6.6</b>

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
30-41-5055 MAINT WKR WAGES	4,573.48	14,556.08	75,658.00	61,101.92	19.2
30-41-5056 EXTRA LABOR	.00	.00	2,000.00	2,000.00	.0
30-41-5058 SUPER OF PUBLIC WORKS	774.09	774.09	11,090.00	10,315.91	7.0
30-41-5059 PLANT OPERATOR - WATER OP	.00	1,548.19	.00	( 1,548.19)	.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	2,849.97	11,970.00	9,120.03	23.8
30-41-5085 MAYOR & COUNCIL STIPEND	25.00	75.00	500.00	425.00	15.0
30-41-5152 PAYROLL EXP - RDS & STS	3,522.42	14,335.05	82,858.00	68,522.95	17.3
<b>TOTAL PERSONNEL SERVICES</b>	<b>9,844.98</b>	<b>34,138.38</b>	<b>188,076.00</b>	<b>153,937.62</b>	<b>18.2</b>
<u>MATERIALS &amp; SERVICES</u>					
30-45-6125 ELECTRIC-STLITES-WYSD-CTYPRKS	168.95	368.29	2,100.00	1,731.71	17.5
30-45-6130 WAYSIDE & PARKS	4,843.57	15,597.28	35,000.00	19,402.72	44.6
30-45-6131 NATURE CONSERVANCY	26.99	376.99	5,000.00	4,623.01	7.5
30-45-6570 INS-VEHICLE, LIAB, EQUIP, BLDG	.00	6,110.01	5,000.00	( 1,110.01)	122.2
30-45-6572 STREET LIGHTS	1,432.07	4,260.07	23,000.00	18,739.93	18.5
30-45-6580 FUEL & OIL	867.22	1,452.87	7,000.00	5,547.13	20.8
30-45-6592 PARKING LEASE	1,570.68	1,570.68	1,500.00	( 70.68)	104.7
30-45-6600 DRAINAGE & FLOOD CONTROL	.00	.00	10,000.00	10,000.00	.0
30-45-6610 SIDEWALKS, CURBS & FOOTPATHS	.00	63.31	4,000.00	3,936.69	1.6
30-45-6620 STREET SIGNS	193.44	193.44	6,000.00	5,806.56	3.2
30-45-6667 STORM DAMAGE REPAIR	1,602.63	1,602.63	1,000.00	( 602.63)	160.3
30-45-6690 VEHICLE MAINT, SUPP & REP	.00	14.99	15,000.00	14,985.01	.1
30-45-6800 ROADS, MATERIALS & SUPPLIES	.00	4,127.14	32,000.00	27,872.86	12.9
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>10,705.55</b>	<b>35,737.70</b>	<b>146,600.00</b>	<b>110,862.30</b>	<b>24.4</b>
<u>CAPITAL OUTLAY</u>					
30-47-7502 RDS-STIS IMPROVEMENT PROJECTS	3,011.97	3,011.97	67,000.00	63,988.03	4.5
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
<b>TOTAL CAPITAL OUTLAY</b>	<b>3,011.97</b>	<b>3,011.97</b>	<b>247,000.00</b>	<b>243,988.03</b>	<b>1.2</b>
<u>CONTINGENCY</u>					
30-48-7999 CONTINGENCY - ROADS	.00	.00	50,000.00	50,000.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>23,562.50</b>	<b>72,888.05</b>	<b>631,676.00</b>	<b>558,787.95</b>	<b>11.5</b>

CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	( 10,439.88)	( 36,637.77)	( 79,880.00)	( 43,242.23)	( 45.9)

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

TRANSPORTATION SDC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>						
39-36-4120	INTEREST INCOME	165.54	477.75	1,000.00	522.25	47.8
	TOTAL OTHER INCOME	165.54	477.75	1,000.00	522.25	47.8
<u>FEEES</u>						
39-38-4940	IMP FEES - TRANSPORT SDC	.00	5,400.00	18,000.00	12,600.00	30.0
	TOTAL FEES	.00	5,400.00	18,000.00	12,600.00	30.0
	TOTAL FUND REVENUE	165.54	5,877.75	19,000.00	13,122.25	30.9

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	165.54	5,877.75	( 166,000.00)	( 171,877.75)	3.5

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CITY OF ROCKAWAY BEACH  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

WATER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
40-34-4540 WATER SERVICE BASE	.00	247,750.82	1,215,040.00	967,289.18	20.4
40-34-4550 NEW WATER CONNECTIONS	300.00	1,200.00	28,250.00	27,050.00	4.3
40-34-4560 WATER MASTER PLAN	.00	12,893.58	74,375.00	61,481.42	17.3
<b>TOTAL REVENUE</b>	<b>300.00</b>	<b>261,844.40</b>	<b>1,317,665.00</b>	<b>1,055,820.60</b>	<b>19.9</b>
<u>INTEREST &amp; MISC</u>					
40-36-4120 INT - WATER OP	1,469.22	4,240.16	5,500.00	1,259.84	77.1
40-36-4150 MISC RCPTS - WTR OP FUND	216.59	2,481.59	2,825,800.00	2,823,318.41	.1
<b>TOTAL INTEREST &amp; MISC</b>	<b>1,685.81</b>	<b>6,721.75</b>	<b>2,831,300.00</b>	<b>2,824,578.25</b>	<b>.2</b>
<b>TOTAL FUND REVENUE</b>	<b>1,985.81</b>	<b>268,566.15</b>	<b>4,148,965.00</b>	<b>3,880,398.85</b>	<b>6.5</b>

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	7,747.74	24,111.96	112,500.00	88,388.04	21.4
40-41-5056	.00	.00	2,000.00	2,000.00	.0
40-41-5057	10,367.71	31,218.58	121,443.00	90,224.42	25.7
40-41-5058	3,870.46	3,870.46	49,031.00	45,160.54	7.9
40-41-5059	4,783.42	22,179.16	96,078.00	73,898.84	23.1
40-41-5064	.00	.00	2,000.00	2,000.00	.0
40-41-5065	174.26	1,474.94	14,000.00	12,525.06	10.5
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	2,849.97	11,970.00	9,120.03	23.8
40-41-5085	75.00	225.00	1,400.00	1,175.00	16.1
40-41-5152	14,863.69	48,618.06	289,633.00	241,014.94	16.8
<b>TOTAL PERSONNEL SERVICES</b>	<b>42,832.27</b>	<b>134,548.13</b>	<b>708,393.00</b>	<b>573,844.87</b>	<b>19.0</b>
<u>MATERIALS &amp; SERVICES</u>					
40-45-6110	3,072.27	5,756.27	36,500.00	30,743.73	15.8
40-45-6455	.00	.00	1,000.00	1,000.00	.0
40-45-6520	440.06	526.06	2,000.00	1,473.94	26.3
40-45-6530	1,234.53	3,196.24	12,000.00	8,803.76	26.6
40-45-6534	1,793.40	3,763.18	35,000.00	31,236.82	10.8
40-45-6551	6,907.69	10,704.28	19,000.00	8,295.72	56.3
40-45-6570	.00	24,237.07	29,000.00	4,762.93	83.6
40-45-6574	5,384.12	5,384.12	11,000.00	5,615.88	49.0
40-45-6580	1,667.13	2,796.75	10,000.00	7,203.25	28.0
40-45-6667	.00	.00	500.00	500.00	.0
40-45-6690	479.10	932.61	13,500.00	12,567.39	6.9
40-45-6745	.00	1,662.00	9,000.00	7,338.00	18.5
40-45-6750	10,233.48	24,309.46	63,000.00	38,690.54	38.6
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	1,980.00	1,980.00	2,000.00	20.00	99.0
40-45-6915	162.50	162.50	4,500.00	4,337.50	3.6
40-45-6945	.00	.00	9,540.00	9,540.00	.0
40-45-6951	.00	.00	500.00	500.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>33,354.28</b>	<b>85,410.54</b>	<b>272,540.00</b>	<b>187,129.46</b>	<b>31.3</b>
<u>CAPITAL OUTLAY</u>					
40-47-7601	1,240.00	1,240.00	3,010,000.00	3,008,760.00	.0
40-47-7602	.00	7,520.00	175,000.00	167,480.00	4.3
40-47-7603	.00	.00	40,000.00	40,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,240.00</b>	<b>8,760.00</b>	<b>3,225,000.00</b>	<b>3,216,240.00</b>	<b>.3</b>

CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	77,426.55	228,718.67	4,580,933.00	4,352,214.33	5.0
NET REVENUE OVER EXPENDITURES	( 75,440.74)	39,847.48	( 431,968.00)	( 471,815.48)	9.2

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
42-36-4120 INTEREST INCOME	2,877.51	8,304.47	12,000.00	3,695.53	69.2
TOTAL OTHER INCOME	2,877.51	8,304.47	12,000.00	3,695.53	69.2
<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	2,877.51	8,304.47	312,000.00	303,695.53	2.7

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
42-47-7555 WMP - IMPLIMENTATION PROJECTS	100,862.63	107,731.61	550,000.00	442,268.39	19.6
TOTAL CAPITAL OUTLAY	100,862.63	107,731.61	550,000.00	442,268.39	19.6
<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	100,862.63	107,731.61	580,000.00	472,268.39	18.6
NET REVENUE OVER EXPENDITURES	( 97,985.12)	( 99,427.14)	( 268,000.00)	( 168,572.86)	( 37.1)

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

WATER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
47-34-4550 WATER DEBT REVENUE	.00	25,767.29	148,650.00	122,882.71	17.3
TOTAL UTILITY BILLING	.00	25,767.29	148,650.00	122,882.71	17.3
<u>OTHER INCOME</u>					
47-36-4120 INTEREST INCOME	250.66	723.40	1,200.00	476.60	60.3
TOTAL OTHER INCOME	250.66	723.40	1,200.00	476.60	60.3
TOTAL FUND REVENUE	250.66	26,490.69	149,850.00	123,359.31	17.7

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	.00	30,000.00	30,000.00	.00	100.0
47-49-8521 WATER PLANT DS - INT	.00	4,500.00	8,650.00	4,150.00	52.0
<b>TOTAL DEBT SERVICE</b>	<b>.00</b>	<b>34,500.00</b>	<b>243,650.00</b>	<b>209,150.00</b>	<b>14.2</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>34,500.00</b>	<b>243,650.00</b>	<b>209,150.00</b>	<b>14.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>250.66</b>	<b>( 8,009.31)</b>	<b>( 93,800.00)</b>	<b>( 85,790.69)</b>	<b>( 8.5)</b>

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
49-36-4120 INTEREST INCOME	303.77	876.69	1,200.00	323.31	73.1
TOTAL OTHER INCOME	303.77	876.69	1,200.00	323.31	73.1
<u>WATER SDC FEES</u>					
49-38-4935 REIMB FEES - WTR SDC FUND	552.00	2,208.00	9,800.00	7,592.00	22.5
49-38-4940 IMP FEES - WTR SDC FND	5,925.00	23,700.00	82,000.00	58,300.00	28.9
TOTAL WATER SDC FEES	6,477.00	25,908.00	91,800.00	65,892.00	28.2
TOTAL FUND REVENUE	6,780.77	26,784.69	93,000.00	66,215.31	28.8

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
49-47-7880 CONT MAT - IMP WTR	1,533.00	1,533.00	310,000.00	308,467.00	.5
49-47-7885 CONT MAT - REIMB WTR	819.00	819.00	225,000.00	224,181.00	.4
TOTAL CAPITAL OUTLAY	2,352.00	2,352.00	535,000.00	532,648.00	.4
TOTAL FUND EXPENDITURES	2,352.00	2,352.00	535,000.00	532,648.00	.4
NET REVENUE OVER EXPENDITURES	4,428.77	24,432.69	( 442,000.00)	( 466,432.69)	5.5

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
50-34-4640 SEWER SERVICE BASE	.00	160,822.37	769,000.00	608,177.63	20.9
50-34-4650 NEW SEWER CONNECTIONS	220.00	660.00	17,250.00	16,590.00	3.8
50-34-4660 SEWER MASTER PLAN	.00	13,791.05	82,000.00	68,208.95	16.8
<b>TOTAL UTILITY BILLING</b>	<b>220.00</b>	<b>175,273.42</b>	<b>868,250.00</b>	<b>692,976.58</b>	<b>20.2</b>
<u>OTHER INCOME</u>					
50-36-4120 INTEREST INCOME	3,146.38	9,080.43	15,000.00	5,919.57	60.5
50-36-4150 MISC RECEIPTS - SEWER	216.59	216.59	1,000.00	783.41	21.7
<b>TOTAL OTHER INCOME</b>	<b>3,362.97</b>	<b>9,297.02</b>	<b>16,000.00</b>	<b>6,702.98</b>	<b>58.1</b>
<b>TOTAL FUND REVENUE</b>	<b>3,582.97</b>	<b>184,570.44</b>	<b>884,250.00</b>	<b>699,679.56</b>	<b>20.9</b>

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CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
50-41-5055 MAINT WORKER WAGES	7,610.29	23,672.18	110,075.00	86,402.82	21.5
50-41-5056 EXTRA LABOR WAGES	.00	.00	2,000.00	2,000.00	.0
50-41-5057 OFFICE ASST WAGE	10,367.71	31,218.57	121,441.00	90,222.43	25.7
50-41-5058 SUPER PUB WORKS	3,096.37	3,096.37	39,508.00	36,411.63	7.8
50-41-5059 PLANT OP WAGES	4,783.40	20,630.94	98,657.00	78,026.06	20.9
50-41-5064 STANDBY - SEWER	.00	.00	2,000.00	2,000.00	.0
50-41-5065 OVERTIME SEWER	174.26	1,474.94	7,000.00	5,525.06	21.1
50-41-5075 ACCRUED VAC - COMP TIME	.00	.00	8,000.00	8,000.00	.0
50-41-5082 CITY MANAGER WAGES	949.99	2,849.97	11,970.00	9,120.03	23.8
50-41-5085 MAYOR & COUNCIL STIPEND	75.00	225.00	1,500.00	1,275.00	15.0
50-41-5152 PAYROLL EXP - SEWER	14,358.96	46,256.53	280,462.00	234,205.47	16.5
<b>TOTAL PERSONNEL SERVICES</b>	<b>41,415.98</b>	<b>129,424.50</b>	<b>682,613.00</b>	<b>553,188.50</b>	<b>19.0</b>
<u>MATERIALS &amp; SERVICES</u>					
50-45-6110 ELECTRICITY - SEWER	2,413.02	4,765.56	32,000.00	27,234.44	14.9
50-45-6455 EMERGENCY MANAGEMENT	.00	.00	1,000.00	1,000.00	.0
50-45-6520 BLDG MAINT - SEWER	152.49	175.46	3,500.00	3,324.54	5.0
50-45-6530 TELEPHONE & TELEMTRY	1,192.17	2,119.96	6,500.00	4,380.04	32.6
50-45-6534 PLANT CHEMICALS & SUP	11,185.76	26,008.86	45,000.00	18,991.14	57.8
50-45-6551 ADMIN & BILLING	6,860.45	9,599.51	25,000.00	15,400.49	38.4
50-45-6570 INS - VEHICLE, LIAB, EQUIP, BL	.00	39,100.71	40,000.00	899.29	97.8
50-45-6574 AUDIT - SEWER	5,384.12	5,384.12	11,000.00	5,615.88	49.0
50-45-6580 FUEL & OIL	1,667.13	2,796.75	15,000.00	12,203.25	18.7
50-45-6690 VEHICLE MAINT, SUP & REP	167.54	1,179.22	13,000.00	11,820.78	9.1
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	6,220.23	13,749.46	65,000.00	51,250.54	21.2
50-45-6831 DUES	.00	.00	700.00	700.00	.0
50-45-6850 ATTORNEY	.00	423.00	2,500.00	2,077.00	16.9
50-45-6851 ENGINEERING	1,992.00	1,992.00	25,200.00	23,208.00	7.9
50-45-6915 TRAVEL & TRAINING - STAFF	162.50	761.34	5,000.00	4,238.66	15.2
50-45-6945 METER READERS	.00	2,595.00	6,400.00	3,805.00	40.6
50-45-6951 ORDINANCE ENFORCEMENT	.00	.00	500.00	500.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>37,397.41</b>	<b>110,650.95</b>	<b>325,300.00</b>	<b>214,649.05</b>	<b>34.0</b>
<u>CAPITAL OUTLAY</u>					
50-47-7602 PW MOBILE EQUIP REPLACE PLAN	.00	.00	40,000.00	40,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>.00</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>.0</b>

CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	78,813.39	240,075.45	1,197,913.00	957,837.55	20.0
NET REVENUE OVER EXPENDITURES	( 75,230.42)	( 55,505.01)	( 313,663.00)	( 258,157.99)	( 17.7)

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

SEWER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
52-36-4120 INTEREST INCOME	1,729.18	4,990.41	9,000.00	4,009.59	55.5
TOTAL OTHER INCOME	1,729.18	4,990.41	9,000.00	4,009.59	55.5
<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	1,729.18	4,990.41	84,000.00	79,009.59	5.9

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	1,729.18	4,990.41	15,000.00	10,009.59	33.3

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

SEWER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
56-34-4650 SEWER DEBT REVENUE	.00	42,985.20	245,000.00	202,014.80	17.5
TOTAL UTILITY BILLING	.00	42,985.20	245,000.00	202,014.80	17.5
<u>OTHER INCOME</u>					
56-36-4120 INTEREST INCOME	1,247.85	3,601.29	6,000.00	2,398.71	60.0
TOTAL OTHER INCOME	1,247.85	3,601.29	6,000.00	2,398.71	60.0
TOTAL FUND REVENUE	1,247.85	46,586.49	251,000.00	204,413.51	18.6

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CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

SEWER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
56-49-8510 WW OUTFALL LOAN PRINCIPLE	.00	200,000.00	200,000.00	.00	100.0
56-49-8511 WW-OUTFALL LOAN INTEREST	.00	6,075.00	9,375.00	3,300.00	64.8
TOTAL DEBT SERVICE	.00	206,075.00	209,375.00	3,300.00	98.4
TOTAL FUND EXPENDITURES	.00	206,075.00	209,375.00	3,300.00	98.4
NET REVENUE OVER EXPENDITURES	1,247.85	( 159,488.51)	41,625.00	201,113.51	(383.2)

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CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

SEWER SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
59-36-4120 INTEREST INCOME	348.33	1,005.28	3,200.00	2,194.72	31.4
TOTAL OTHER INCOME	348.33	1,005.28	3,200.00	2,194.72	31.4
<u>FEEES</u>					
59-38-4935 REIMB FEES - SEWER SDC	1,478.00	4,434.00	25,000.00	20,566.00	17.7
59-38-4940 IMP FEES - SEWER SDC	2,645.00	7,935.00	65,000.00	57,065.00	12.2
TOTAL FEES	4,123.00	12,369.00	90,000.00	77,631.00	13.7
TOTAL FUND REVENUE	4,471.33	13,374.28	93,200.00	79,825.72	14.4

DRAFT

CITY OF ROCKAWAY BEACH  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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	4,471.33	13,374.28	( 106,800.00)	( 120,174.28)	12.5

DRAFT

CITY OF ROCKAWAY BEACH  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 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
<b>TOTAL ROOM TAX REVENUES</b>	<b>.00</b>	<b>.00</b>	<b>2,400,000.00</b>	<b>2,400,000.00</b>	<b>.0</b>
<u>OTHER INCOME</u>					
80-36-4120 INTEREST INCOME - TRT	1,262.05	3,642.28	7,500.00	3,857.72	48.6
<b>TOTAL OTHER INCOME</b>	<b>1,262.05</b>	<b>3,642.28</b>	<b>7,500.00</b>	<b>3,857.72</b>	<b>48.6</b>
<b>TOTAL FUND REVENUE</b>	<b>1,262.05</b>	<b>3,642.28</b>	<b>2,407,500.00</b>	<b>2,403,857.72</b>	<b>.2</b>

DRAFT

CITY OF ROCKAWAY BEACH  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

TRANSIENT ROOM TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS &amp; SERVICES</u>					
80-45-6533	10,162.65	34,299.46	197,211.00	162,911.54	17.4
80-45-6534	.00	2,357.10	75,000.00	72,642.90	3.1
80-45-6535	1,966.50	3,646.50	55,000.00	51,353.50	6.6
80-45-6536	.00	1,218.00	2,000.00	782.00	60.9
80-45-6537	.00	33,238.00	75,000.00	41,762.00	44.3
80-45-6538	.00	400.00	85,000.00	84,600.00	.5
80-45-6634	.00	.00	95,000.00	95,000.00	.0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>12,129.15</b>	<b>75,159.06</b>	<b>584,211.00</b>	<b>509,051.94</b>	<b>12.9</b>
<u>CONTINGENCY</u>					
80-46-6999	.00	.00	10,000.00	10,000.00	.0
<b>TOTAL CONTINGENCY</b>	<b>.00</b>	<b>.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>.0</b>
<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
<b>TOTAL TRANSFERS</b>	<b>.00</b>	<b>.00</b>	<b>2,829,165.00</b>	<b>2,829,165.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>12,129.15</b>	<b>75,159.06</b>	<b>3,423,376.00</b>	<b>3,348,216.94</b>	<b>2.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 10,867.10)</b>	<b>( 71,516.78)</b>	<b>( 1,015,876.00)</b>	<b>( 944,359.22)</b>	<b>( 7.0)</b>



**Rockaway Beach Fire Rescue**  
 276 Hwy 101 S  
 PO Box 5  
 Rockaway Beach OR 97136  
 503-374-1752



Date October 5, 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 September 2023.

The Department responded or participated in 91 events during the month of September, the breakdown is listed below.

911 calls for Service: 38	Trainings: 12	Non-Emergent: 41
27- Medical	Water Rescue	26- Beach Safety
2- Fire Alarm	CPR	2- Public Assist
3- Structure Fire	Vehicle Fires	0- Lift Assist
1- Water Rescue	Operations	9- Burn Complaints
3- MVA	EMR	4- Radio call-ins
2- Outside Fire		0- Special Assignments
0-Powerlines		

Year to Date	<u>2021</u>	<u>2022</u>	<u>2023</u>
911 Calls	328	302	319
Non-Emergent	213	213	250
Trainings	84	91	82
Total	625	606	651

Training update- The department focused September Thursday night training on Water Rescue Operations, Vehicle Firefighting, EMR, and Fire Operations. October training will focus on Winter Storm Operations 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 September crews were on the beach 23 times providing information to citizens and visitors. Continue to work with State Parks to better coordinate our safety and enforcement actions on the Beach.

	September	YTD
Fire safety\Educational Moments-	14	109
Water Safety Messages\Out of Water-	17\37 persons	161\356
Stickers to kids-	0	51
Educational signs reset-	0	0
Education Signs Replaced-	0	0
Fires extinguished-	13	75
Volunteer Hours	31	208

Emergency Preparedness group and Radio group continue to meet and increase skill levels. Information about go bags was delivered at the October 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 the Great Shakeout in October.

Summer staffing is still in place and will continue through October. The additional staffing from the OSFM grant has had a positive impact on our community. Quicker response times and extra time spent educating residents and visitors on the beach reducing the number of emergent calls and rescues are two areas to highlight.

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

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## Rockaway Beach Patrol

Month of September 2023

The Middle and High Schools started classes again at the beginning of the month. This means the school zone lights will be active in the morning, around lunch and at the end of the school day. Deputies will be enforcing the school zone. As a reminder, the zone is in effect anytime the lights are active, not just when we think people may be arriving and leaving the school properties.

Notable calls for service this month include a report of people talking about committing violence at an area school over Snap Chat. TCSO, along with officers from the Tillamook Police Department were able to quickly investigate the online conversation and determine who was responsible. A juvenile was arrested and turned over to the Tillamook County Juvenile Department. There is NO threat to any school from this incident.

There was a reported structure fire at one of the hotels in town. Rockaway Beach Fire, Garibaldi Fire as well as Sheriff's Office personnel responded. The fire was quickly controlled and was determined to be accidental in nature. The fire was contained to an area outside of the rooms where equipment was kept.

Deputies responded to a report of a domestic disturbance. The investigation resulted in one of the parties being arrested. This case has been forwarded to the District Attorney for review.

We are taking a low, although consistent number of theft calls from our local retailers. We encourage our citizens to be vigilant while shopping. While we don't particularly recommend intervention, being a good witness can help lead to solving these cases.

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>
N 7TH AVE / N PACIFIC ST	Rockaway Beach	09/01/2023 13:18:45	Property	215
RILEY ST / NEDONNA AVE	Rockaway Beach	09/01/2023 15:32:42	Assist	215
RILEY ST / NEDONNA AVE	Rockaway Beach	09/01/2023 16:37:51	MVA	216
26465 GENEVA AVE	Rockaway Beach	09/01/2023 16:37:51	MVA	215
194 HIGHWAY 101 S	Rockaway Beach	09/01/2023 20:02:39	Follow Up	215
194 HIGHWAY 101 S	Rockaway Beach	09/02/2023 09:54:03	Harassment	222
506 HIGHWAY 101 S	Rockaway Beach	09/02/2023 10:21:49	Follow Up	222
BEACH ST / NEDONNA AVE	Rockaway Beach	09/02/2023 11:53:05	Mental	215
176 S CORAL ST	Rockaway Beach	09/02/2023 12:08:48	Road Hazard	215
538 HIGHWAY 101 S	Rockaway Beach	09/02/2023 15:23:51	Incom 911	215
506 HIGHWAY 101 S	Rockaway Beach	09/02/2023 17:19:46	Suspicious	215
HIGHWAY 101 N / N 8TH AVE	Rockaway Beach	09/02/2023 21:46:44	Narcotics	215
507 CEDAR CREEK CIR	Rockaway Beach	09/03/2023 11:02:15	Traffic Stop	210
130 HIGHWAY 101 N	Rockaway Beach	09/03/2023 11:19:48	Unwanted	210
HIGHWAY 101 N / N 8TH AVE	Rockaway Beach	09/03/2023 14:31:26	BUSINESS CHECK	210
1025 S DOLPHIN ST	Rockaway Beach	09/03/2023 15:45:50	Traffic Stop	210
194 HIGHWAY 101 S	Rockaway Beach	09/03/2023 18:44:20	Juvenile	225
384 S BEACON ST	Rockaway Beach	09/03/2023 19:32:08	Harassment	225
121 NW 22ND AVE	Rockaway Beach	09/03/2023 20:02:18	Traffic	225
194 HIGHWAY 101 S	Rockaway Beach	09/03/2023 20:58:58	Noise	225
506 HIGHWAY 101 S	Rockaway Beach	09/04/2023 07:51:13	Follow Up	210
S 3RD AVE / S BEACON ST	Rockaway Beach	09/04/2023 10:36:18	Harassment	210
HIGHWAY 101 N / N 9TH AVE	Rockaway Beach	09/04/2023 10:53:18	Traffic Stop	210
HIGHWAY 101 N / N 8TH AVE	Rockaway Beach	09/04/2023 11:04:07	Traffic Stop	210
HIGHWAY 101 N / N 8TH AVE	Rockaway Beach	09/04/2023 13:03:21	Traffic Stop	210
S 3RD AVE / S ANCHOR ST	Rockaway Beach	09/04/2023 13:13:11	Traffic Stop	210
130 HIGHWAY 101 N	Rockaway Beach	09/04/2023 14:11:28	Mental	210
1071 S BEACON ST	Rockaway Beach	09/04/2023 14:58:38	BUSINESS CHECK	210
194 HIGHWAY 101 S	Rockaway Beach	09/04/2023 17:42:53	Civil	225
7935 W MARIGOLD ST	Rockaway Beach	09/05/2023 02:32:21	BUSINESS CHECK	225
7935 W MARIGOLD ST	Rockaway Beach	09/05/2023 04:27:12	Ordinance Violation	210
HIGHWAY 101 N / NE 19TH AVE	Rockaway Beach	09/05/2023 04:27:12	Ordinance Violation	214
655 S PACIFIC ST	Rockaway Beach	09/05/2023 08:34:28	Traffic Stop	210
HIGHWAY 101 N / N 11TH AVE	Rockaway Beach	09/05/2023 09:34:03	Incom 911	210
101 N 11TH AVE	Rockaway Beach	09/05/2023 12:33:11	Traffic Stop	210
506 HIGHWAY 101 S	Rockaway Beach	09/05/2023 15:27:47	Fraud	210
506 HIGHWAY 101 S	Rockaway Beach	09/06/2023 10:43:00	Follow Up	210
506 HIGHWAY 101 S	Rockaway Beach	09/06/2023 12:07:08	Welfare check	210
506 HIGHWAY 101 S	Rockaway Beach	09/06/2023 12:07:08	Welfare check	215
8440 MARIGOLD ST	Rockaway Beach	09/06/2023 12:53:07	CAMI	206
603 S EASY ST	Rockaway Beach	09/06/2023 12:53:07	CAMI	206
HIGHWAY 101 N / NW 19TH AVE	Rockaway Beach	09/06/2023 13:01:30	Follow Up	210
S 2ND AVE / S JUNIPER ST	Rockaway Beach	09/06/2023 13:32:45	Traffic Stop	215
1602 S 2ND AVE	Rockaway Beach	09/06/2023 13:47:18	Contact	215
HIGHWAY 101 N / N 8TH AVE	Rockaway Beach	09/06/2023 13:57:00	Civil Service	210
N 3RD AVE / N PALISADE ST	Rockaway Beach	09/06/2023 14:48:01	Traffic Stop	210
506 HIGHWAY 101 S	Rockaway Beach	09/06/2023 16:32:28	Assist	215
503 HIGHWAY 101 S	Rockaway Beach	09/06/2023 16:46:25	Mental	210
N JUNIPER ST / NEHALEM AVE	Rockaway Beach	09/06/2023 18:12:21	Follow Up	215
116 HIGHWAY 101 S	Rockaway Beach	09/07/2023 10:44:57	Vehicle	215
116 HIGHWAY 101 S	Rockaway Beach	09/07/2023 13:08:05	Trespass	216
N 3RD AVE / N PALISADE ST	Rockaway Beach	09/07/2023 13:08:05	Trespass	215
N 3RD AVE / N PALISADE ST	Rockaway Beach	09/07/2023 17:25:08	Assist	216
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:25:08	Assist	215
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	763
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	765
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	762
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	201
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	202

265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	206
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	207
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	216
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	217
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	220
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	223
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	229
265 N JUNIPER ST	Rockaway Beach	09/07/2023 17:56:15	Death	215
165 S QUADRANT ST	Rockaway Beach	09/08/2023 09:24:55	Burglary	222
194 HIGHWAY 101 S	Rockaway Beach	09/08/2023 11:51:54	Harassment	222
194 HIGHWAY 101 S	Rockaway Beach	09/08/2023 11:51:54	Harassment	215
380 BLK N OCEAN ST, ROCKAWAY BEACH	Rockaway Beach	09/08/2023 14:22:12	Civil	222
350 BLK N OCEAN ST, ROCKAWAY BEACH	Rockaway Beach	09/08/2023 14:25:38	Civil	222
HIGHWAY 101 N / NW 19TH AVE	Rockaway Beach	09/08/2023 16:07:17	Traffic Stop	215
45.6141507~-123.942325	Rockaway Beach	09/08/2023 17:54:36	Incom 911	215
194 HIGHWAY 101 S	Rockaway Beach	09/08/2023 20:23:52	Follow Up	215
26050 BEACH DR	Rockaway Beach	09/08/2023 22:23:24	Alarm	217
218 S CORAL ST	Rockaway Beach	09/08/2023 22:25:10	Death	763
218 S CORAL ST	Rockaway Beach	09/08/2023 22:25:10	Death	765
218 S CORAL ST	Rockaway Beach	09/08/2023 22:25:10	Death	217
218 S CORAL ST	Rockaway Beach	09/08/2023 22:25:10	Death	229
215 S MILLER ST	Rockaway Beach	09/08/2023 22:31:32	Disturbance	217
215 S MILLER ST	Rockaway Beach	09/08/2023 22:31:32	Disturbance	229
218 S CORAL ST	Rockaway Beach	09/09/2023 12:10:47	Follow Up	215
45.6115972~-123.943462	Rockaway Beach	09/09/2023 14:41:33	Incom 911	215
HIGHWAY 101 S / E WASHINGTON ST	Rockaway Beach	09/09/2023 20:35:22	Traffic Stop	217
1101 N 3RD AVE	Rockaway Beach	09/10/2023 10:31:32	Civil Service	210
26610 DAVID AVE	Rockaway Beach	09/10/2023 10:42:44	Burglary	210
26610 DAVID AVE	Rockaway Beach	09/10/2023 10:42:44	Burglary	214
26610 DAVID AVE	Rockaway Beach	09/10/2023 12:50:17	Civil	210
17770 OLD PACIFIC HWY	Rockaway Beach	09/10/2023 15:54:39	Assist	214
148 S DOLPHIN ST	Rockaway Beach	09/10/2023 20:40:13	Incom 911	225
S DOLPHIN ST / E WASHINGTON ST	Rockaway Beach	09/10/2023 21:31:18	Ordinance Violation	225
217 S DOLPHIN ST	Rockaway Beach	09/11/2023 04:54:37	Incom 911	214
360 N OCEAN ST	Rockaway Beach	09/11/2023 10:58:27	Trespass	210
428 N JUNIPER ST	Rockaway Beach	09/11/2023 12:33:32	Unknown	210
1026 NE 12TH AVE	Rockaway Beach	09/11/2023 13:50:35	Harassment	214
HIGHWAY 101 N / NE 19TH AVE	Rockaway Beach	09/11/2023 15:35:37	Traffic Stop	210
HIGHWAY 101 N / NW 13TH AVE	Rockaway Beach	09/11/2023 15:55:23	Traffic Stop	210
276 HIGHWAY 101 S	Rockaway Beach	09/11/2023 17:53:11	Mental	225
NW 18TH AVE / N MILLER ST	Rockaway Beach	09/11/2023 21:54:03	Vehicle	225
101 N 11TH AVE	Rockaway Beach	09/11/2023 23:30:57	Disturbance	225
276 HIGHWAY 101 S	Rockaway Beach	09/12/2023 10:03:14	Suspicious	210
1024 NE 14TH AVE	Rockaway Beach	09/12/2023 10:57:05	Animal	210
N 3RD AVE / HIGHWAY 101 N	Rockaway Beach	09/12/2023 11:45:28	7	210
1024 NE 14TH AVE	Rockaway Beach	09/12/2023 12:53:39	Animal	210
324 N EASY ST	Rockaway Beach	09/12/2023 15:24:35	Civil Service	210
480 HIGHWAY 101 S	Rockaway Beach	09/12/2023 16:47:27	Noise	225
HIGHWAY 101 N / NW 13TH AVE	Rockaway Beach	09/13/2023 16:03:23	Traffic Stop	215
17360 PINE BEACH WAY	Rockaway Beach	09/14/2023 11:40:56	Unknown	215
1040 NE 12TH AVE	Rockaway Beach	09/14/2023 13:30:35	Civil	215
45.6274759~-123.943462	Rockaway Beach	09/14/2023 14:15:18	Incom 911	215
1040 NE 12TH AVE	Rockaway Beach	09/14/2023 20:41:04	Unwanted	217
1040 NE 12TH AVE	Rockaway Beach	09/15/2023 13:48:52	Civil	215
911 S EASY ST	Rockaway Beach	09/15/2023 15:07:37	80	215
HIGHWAY 101 N / NW 13TH AVE	Rockaway Beach	09/15/2023 15:41:21	Traffic Stop	215
HIGHWAY 101 N / NW 19TH AVE	Rockaway Beach	09/15/2023 16:09:25	Traffic Stop	215
507 CEDAR CREEK CIR	Rockaway Beach	09/15/2023 16:42:49	Suspicious	215
	Rockaway Beach	09/16/2023 11:18:14	Property	222

HIGHWAY 101 N / BEACH ST	Rockaway Beach	09/16/2023 12:08:47	Contact	215
185 N MILLER ST	Rockaway Beach	09/16/2023 18:18:37	Welfare check	215
276 HIGHWAY 101 S	Rockaway Beach	09/17/2023 11:28:16	Follow Up	210
116 S HARBOR ST	Rockaway Beach	09/17/2023 12:30:55	Assist	210
HIGHWAY 101 N / N 7TH AVE	Rockaway Beach	09/17/2023 15:10:28	Road Hazard	210
18254 STRAWBERRY LN	Rockaway Beach	09/17/2023 16:04:28	Unknown	210
HIGHWAY 101 S / S 3RD AVE	Rockaway Beach	09/18/2023 00:46:47	Traffic Stop	225
1040 NE 12TH AVE	Rockaway Beach	09/18/2023 13:13:40	Civil	214
480 HIGHWAY 101 S	Rockaway Beach	09/19/2023 01:22:27	Contact	225
GENEVA AVE / RILEY ST	Rockaway Beach	09/19/2023 10:42:34	Suspicious	214
S 3RD AVE / S BEACON ST	Rockaway Beach	09/19/2023 17:51:52	Animal	225
HIGHWAY 101 S / S 2ND AVE	Rockaway Beach	09/19/2023 19:50:38	Traffic Stop	225
655 S PACIFIC ST	Rockaway Beach	09/19/2023 20:01:54	Incom 911	225
45.581583~-123.938387	Rockaway Beach	09/20/2023 08:38:09	Suicidal	214
7815 PINE BEACH LP	Rockaway Beach	09/20/2023 09:59:56	Warrant	214
HIGHWAY 101 N / NW 13TH AVE	Rockaway Beach	09/20/2023 15:53:22	Traffic Stop	215
HIGHWAY 101 S / S 4TH AVE	Rockaway Beach	09/20/2023 20:47:26	Traffic Stop	225
1078 FRANCIS ST	Rockaway Beach	09/21/2023 09:20:58	Assist	222
HIGHWAY 101 N / NW 13TH AVE	Rockaway Beach	09/21/2023 13:08:56	Traffic Stop	215
ROCKAWAY	Rockaway Beach	09/21/2023 14:27:34	Civil	215
HIGHWAY 101 N / NE 19TH AVE	Rockaway Beach	09/21/2023 15:47:37	Traffic Stop	215
HIGHWAY 101 N / N 11TH AVE	Rockaway Beach	09/22/2023 12:52:26	Traffic Stop	215
1602 S 2ND AVE	Rockaway Beach	09/22/2023 19:36:03	Civil Service	215
507 CEDAR CREEK CIR	Rockaway Beach	09/23/2023 12:22:40	Civil	215
503 CEDAR CREEK CIR	Rockaway Beach	09/23/2023 13:25:50	Harassment	215
1602 S 2ND AVE	Rockaway Beach	09/23/2023 13:36:54	Civil Service	215
1602 S 2ND AVE	Rockaway Beach	09/23/2023 18:34:45	Civil Service	215
1602 S 2ND AVE	Rockaway Beach	09/24/2023 10:50:18	Civil Service	210
923 S EASY ST	Rockaway Beach	09/24/2023 10:51:36	Unknown	210
	Rockaway Beach	09/24/2023 11:47:59	Contact	221
101 N 11TH AVE	Rockaway Beach	09/24/2023 12:12:03	Structure Fire	210
101 N 11TH AVE	Rockaway Beach	09/24/2023 12:12:03	Structure Fire	221
963 S EASY ST	Rockaway Beach	09/25/2023 09:55:22	Ordinance Violation	210
946 S EASY ST	Rockaway Beach	09/25/2023 09:56:01	Ordinance Violation	210
1602 S 2ND AVE	Rockaway Beach	09/25/2023 10:04:16	Civil Service	210
276 HIGHWAY 101 S	Rockaway Beach	09/25/2023 11:13:59	Assist	210
1602 S 2ND AVE	Rockaway Beach	09/25/2023 11:21:45	Death	210
N 3RD AVE / OCEAN LP	Rockaway Beach	09/25/2023 15:31:52	Suspicious	210
1190 FRANCIS ST	Rockaway Beach	09/25/2023 18:25:46	Crim Misch	225
26205 NEDONNA AVE	Rockaway Beach	09/25/2023 23:09:24	Trespass	225
HIGHWAY 101 N / N 3RD AVE	Rockaway Beach	09/26/2023 00:14:24	Contact	225
HIGHWAY 101 N / LAKE BLVD	Rockaway Beach	09/26/2023 00:26:31	Contact	225
503 CEDAR CREEK CIR	Rockaway Beach	09/26/2023 11:28:34	Assist	210
503 CEDAR CREEK CIR	Rockaway Beach	09/26/2023 13:06:56	Follow Up	210
503 CEDAR CREEK CIR	Rockaway Beach	09/26/2023 13:33:51	Follow Up	210
655 S PACIFIC ST	Rockaway Beach	09/27/2023 09:01:19	Incom 911	207
1475 N CEDAR CREEK AVE	Rockaway Beach	09/27/2023 10:22:46	Theft	207
1475 N CEDAR CREEK AVE	Rockaway Beach	09/27/2023 10:22:46	Theft	215
1035 S HARBOR ST	Rockaway Beach	09/27/2023 12:28:29	Assist	215
1022 NE 12TH AVE	Rockaway Beach	09/27/2023 17:06:56	Disturbance	230
1022 NE 12TH AVE	Rockaway Beach	09/27/2023 17:06:56	Disturbance	225
1022 NE 12TH AVE	Rockaway Beach	09/27/2023 17:06:56	Disturbance	215
1022 NE 12TH AVE	Rockaway Beach	09/27/2023 17:06:56	Disturbance	213
615 N PACIFIC ST	Rockaway Beach	09/27/2023 18:16:57	Civil Service	225
1022 NE 12TH AVE	Rockaway Beach	09/27/2023 19:02:26	Assist	217
HIGHWAY 101 N / NW 13TH AVE	Rockaway Beach	09/28/2023 15:42:39	Traffic Stop	215
1040 NE 12TH AVE	Rockaway Beach	09/28/2023 16:35:59	Crim Misch	215
8100 PANSY ST	Rockaway Beach	09/28/2023 16:59:25	Alarm	215
BEACH ST / NEDONNA AVE	Rockaway Beach	09/28/2023 19:46:55	Traffic Stop	217

1040 NE 12TH AVE	Rockaway Beach	09/28/2023 21:59:36	Disturbance	217
17488 OCEAN BLVD	Rockaway Beach	09/28/2023 23:52:09	Alarm	217
17488 OCEAN BLVD	Rockaway Beach	09/28/2023 23:52:09	Alarm	225
711 N 6TH AVE	Rockaway Beach	09/29/2023 09:47:38	Suspicious	222
711 N 6TH AVE	Rockaway Beach	09/29/2023 09:47:38	Suspicious	215
506 HIGHWAY 101 S	Rockaway Beach	09/29/2023 15:30:24	Civil	215
HIGHWAY 101 N / NW 13TH AVE	Rockaway Beach	09/29/2023 16:00:22	Traffic Stop	215
506 HIGHWAY 101 S	Rockaway Beach	09/30/2023 01:41:12	Court Violation	217
506 HIGHWAY 101 S	Rockaway Beach	09/30/2023 08:36:07	Follow Up	215
507 CEDAR CREEK CIR	Rockaway Beach	09/30/2023 11:36:52	Animal	222
507 CEDAR CREEK CIR	Rockaway Beach	09/30/2023 11:36:52	Animal	215
1602 S 2ND AVE	Rockaway Beach	09/30/2023 11:44:26	Welfare check	215
217 S DOLPHIN ST	Rockaway Beach	09/30/2023 12:28:01	Unwanted	222
217 S DOLPHIN ST	Rockaway Beach	09/30/2023 12:28:01	Unwanted	215
8435 HOLLYHOCK ST	Rockaway Beach	09/30/2023 13:42:40	Suspicious	222
8435 HOLLYHOCK ST	Rockaway Beach	09/30/2023 13:42:40	Suspicious	215
N 8TH AVE / N PACIFIC ST	Rockaway Beach	09/30/2023 14:20:43	Traffic	215
1022 NE 12TH AVE	Rockaway Beach	09/30/2023 16:10:03	Follow Up	215
217 S DOLPHIN ST	Rockaway Beach	09/30/2023 16:45:41	Theft	215
N PACIFIC ST / N 6TH AVE	Rockaway Beach	09/30/2023 23:15:03	Assist	217
: 0				



October 4<sup>th</sup>, 2023

Dear Mayor and City Council Members,

**\*Water Supply and Conservation\***

The City's water supply situation continues to improve, our water curtailment measures have been lifted as of September 28<sup>th</sup>. At this point both supplemental wells remain inactive, ensuring that we are using our water resources efficiently.

Additionally, we have made some enhancements at the water plant, including the installation of new heaters and thermostats, the addition of a security camera, and the replacement of outdated gauges for more accurate equipment monitoring. We have also conducted yearly maintenance on our screw compressors, and the monthly cleaning of each bank is ongoing, necessitating continuous monitoring and a full day's effort.

**\*Sewer Operations\***

In addition to our ongoing efforts, it's worth noting that we faced unexpected challenges during the September 25<sup>th</sup> power outage when two emergency generators experienced failures. This required redistribution of emergency power resources. These instances exemplify the agility and dedication of our team in maintaining essential services for our community, even in challenging circumstances.

**\*Road Maintenance\***

We continued to address potholes and drainage issues on gravel roads using grading techniques. Brush cutting and ditch work has been a priority to maintain drainage in our ditches for all the rain.

**\*Parks\***

Our dedicated Public Works team takes on one of the most challenging and often overlooked tasks with unwavering commitment – the cleanliness of our public bathrooms. Every day, often twice a day regardless of the less glamorous nature of this duty, our team ensures that these public facilities are maintained to the highest standards. We recognize that this can be a tough and dirty job, but it's a crucial one.

In addition to this essential work, our parks personnel have been hard at work cutting grass, trapping moles, keeping up on maintaining park equipment and boardwalk maintenance. We are also excited to share the recent improvements at Sea View Park, where we've added two remarkable benches. These benches are more than meets the eye – they serve a dual purpose as picnic tables, thanks to their innovative hinge design. Visitors can easily fold them out into picnic tables and then back down into benches.



**City of Rockaway Beach, Oregon**  
276 S. Highway 101, PO Box 5  
Rockaway Beach, OR 97136  
(503) 374-1752 FAX (503)374-0601

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\*Additional item's\*

Furthermore, a brand-new stainless-steel handrail has been installed at the Community Center's entry ramp, not only enhancing the appearance but also providing an added layer of safety for all who use it. All public works staff participated in flagger training October 2<sup>nd</sup> we are all flagger certified.

At the City of Rockaway Beach, we take pride in both the visible and behind-the-scenes efforts. We tackle the dirtiest of tasks with a commitment to maintaining the highest quality public spaces for our community. Thank you for giving us the opportunity. Are there any questions.

**Dan W. Emerson, Superintendent**  
City of Rockaway Beach Public Works  
P: 503.374.0586 / C: 503.457.6094  
[PublicWorks@corb.us](mailto:PublicWorks@corb.us)

**RESOLUTION NO. 23-996**

**A RESOLUTION ADOPTING A PUBLIC RECORDS REQUEST POLICY**

**WHEREAS**, Oregon Public Records Law (ORS 192.311 to 192.478) requires that a public records policy be in place; and

**WHEREAS**, the Rockway Beach City Council wishes to update its city-wide public records request policy.

**NOW, THEREFORE, BE IT RESOLVED**, that:

**Section 1.** The City of Rockaway Beach City Council hereby adopts the City of Rockaway Beach Public Records Request Policy, attached as Exhibit A.

**Section 2.** Any public records request policy or procedure in effect before October 11, 2023 is hereby repealed.

**APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 11<sup>TH</sup> DAY OF OCTOBER 2023.**

APPROVED

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder





CITY OF ROCKAWAY BEACH
PUBLIC RECORDS REQUEST POLICY

Table with 2 columns and 2 rows. Row 1: POLICY NUMBER: 200.1 | EFFECTIVE DATE: REVIEWED: REVISED: Row 2: CATEGORY: Records Management | RELATED DOCUMENTS: Resolution 23-996 - adopting this policy Resolution 19-674 – providing for copy fees Resolution 23-1010- providing for processing fees

I. Purpose and General Information

It is the policy of the City of Rockaway Beach to make public records easily accessible to interested parties. The City of Rockaway Beach recognizes that Oregon Public Records Law (ORS 192.311-192.478) gives members of the public the right to inspect and copy public records that are not otherwise exempt from public disclosure. It is the policy of the City of Rockway Beach to respond to public records requests in an orderly, consistent and reasonable manner in accordance with Oregon Public Records Law.

The purpose of this Policy is to:

- Establish an orderly and consistent procedure for responding to public records requests;
• Establish the basis for a fee schedule designed to reimburse the City for the actual costs incurred in responding to public records requests; and
• Inform residents, staff and officials of the procedures and guidelines that apply to public records requests.

Although the city needs to respond to a request under the federal Freedom of Information Act (FOIA), Oregon public bodies are covered by the Oregon Public Records Law and are not bound by the timeframes or other requirements of the federal act.

The city is not required to create a public record to disclose the reasoning behind an action or knowledge the staff might have. The Attorney General’s Office has concluded that:

The Public Records Law does not require public bodies to create new public records. Nor does it require public bodies to disclose the reasoning behind their actions; answer questions about their records; analyze their records; or perform legal research in order to identify records that are responsive to a request.

II. Definitions

CITY OF ROCKAWAY BEACH  
**PUBLIC RECORDS REQUEST POLICY**

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- A. “Business Day”** means a day other than Saturday, Sunday or a legal holiday and on which at least one paid employee of the public body that received the public records request is scheduled to and does report to work.
- B. “City”** refers to the City of Rockway Beach and all employees, appointees and elected officials associated therewith.
- C. “Custodian”** refers to the City Recorder or his or her designee mandated, directly or indirectly, to create, maintain, care for or control a public record.
- D. “Public Record”** has the meaning established in ORS 192.311(4). In general, it refers to any writing containing information relating to the conduct of the public’s business, including but not limited to court records, mortgages, and deed records, prepared, owned, used or retained by a public body regardless of physical form or characteristics. A record may be handwritten, typed, photocopied, printed, microfilmed, or exist in an electronic form such as email or a word processing document, or other types of electronic recordings.

### **III. Procedures for Public Records Request**

#### **A. Making a Request**

1. A request to inspect or obtain copies of a public record must be made in writing. Persons are encouraged to use the City’s Public Records Request Form that is available on the Forms page of the City’s website at: <http://corb.us>. Other forms of written requests will be accepted only if all of the following information required to respond to the request is provided, including name, address, email, phone, date of request, and a detailed description of the requested records including year of creation or range of dates. If electronic records are requested, keywords must be sufficient to locate the requested records.
2. The written request shall be delivered to the City Recorder either by email to [cityhall@corb.us](mailto:cityhall@corb.us); or by accessing the Public Records section on the City’s website at <http://corb.us>. Requests may also be delivered in person, by mail, or by facsimile, to the City Recorder, P.O. Box 5, Rockaway Beach, OR 97136; 503-374-0641 (fax).

CITY OF ROCKAWAY BEACH  
**PUBLIC RECORDS REQUEST POLICY**

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3. Except as otherwise provided by these rules, public records will not be released for inspection or copies provided to the requestor unless the City receives payment of the required estimated fee from the requesting party.

**B. Initial Response to Public Records Request**

1. After receiving a request for a public record, the City will reply to the requester within five business days with one or more of the following responses:

- A statement that the City does or does not have custody of the requested public record(s);
- Copies of all requested public records for which the City does not claim an exemption from disclosure under ORS 192.311 to 192.478;
- A statement that the City is the custodian of some responsive records, an estimate of time in which copies will be provided or inspection will be available, and an estimate of the fees the requester must pay prior to receiving the records;
- A statement that the City is uncertain whether it possesses any requested records and that it will search for the requested records and respond as soon as practicable; or
- A statement that state or federal law prohibits the City from acknowledging whether the record exists and a citation to the relevant state or federal law.

CITY OF ROCKAWAY BEACH  
**PUBLIC RECORDS REQUEST POLICY**

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**C. Clarification of Request**

If the City receives an unusual request, or the scope of the request is unclear, the City may request additional clarification before responding to the request. Once the City makes a request for additional information or clarification, its obligation to complete its response to the request is suspended until the requester provides the information or clarification or affirmatively declines to provide additional information or clarification. If the requester does not respond to the City's request for clarification or additional information within 60 days, the City will close the request.

**D. Completed Response Deadline**

Within 10 business days after the date by which the City is required to acknowledge receipt of a public records request, the City will either complete its response to the request or provide a written statement that the City is still processing the request and provide an estimated date by which the City expects to complete its response. The timeframes established to acknowledge and respond to a request do not apply if compliance would be impracticable due to staffing unavailability, the City's ability to perform other necessary services, or the volume of other public records requests being simultaneously processed. If the City cannot comply with the five-business day acknowledgement or 10-business day response deadlines, the City must complete the public records request as soon as practicable and without unreasonable delay.

**IV. Fees.**

**A.** The Oregon Public Records law [ORS 192.324(4)] allows the City to recover its actual costs in fulfilling a public records request.

**B.** Fees for public records requests are set by resolution by the City Council.

**C.** If a record contains exempt information, the city will provide a copy with the exempt portion redacted. The city may include the cost of having legal assistance to redact material in the charged fee.

**D.** The city will establish a fee that is reasonably calculated to reimburse the city for the actual cost of making public records available, and may include:

- Charges for the time spent by City staff to locate the requested public records, to review the records in order to determine whether any requested records are exempt from disclosure, to segregate exempt records, to supervise the requester's inspection of original records, to copy records, to certify records as true copies and to send records by special or overnight methods such as express mail or overnight delivery;

CITY OF ROCKAWAY BEACH  
**PUBLIC RECORDS REQUEST POLICY**

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- Fees set by the Council may be calculated at an hourly rate equivalent to the salary plus benefits (computed at an hourly rate) of each employee involved in processing the request;
- Charges for the time spent by the city attorney reviewing, redacting and segregating records at the City's request;
- A per-page charge for photocopies of requested records; and
- A per-item charge for providing CDs, DVDs, audiotapes, or other electronic copies of requested records.

**E.** A listing of these fees is available on the city website. A request that would significantly disrupt staff's regular duties will be assessed a fee regardless of whether copies are provided.

**F.** The city may not establish a fee greater than \$25 unless the city provides written notice of the estimated amount to the requestor and the requestor confirms that they want the city to proceed. Pre-payment of at least half the estimated fee amount is required if the amount of the request is greater than \$25. If a requester fails to provide written confirmation of the estimated fees within 60 days of the City's estimate, the city will close the request.

**V. Inspection of Records**

**A.** Inspection of records will occur during regular City business hours, by appointment. All records shall be inspected at the City of Rockaway Beach's place of business. A person making a public records request may personally inspect the requested records, but the right to inspect records does not include the right to access file cabinets or the right to disassemble or change the order of records in files or binders. Original records may not leave the custody of the City. A City staff member must be present while any records are inspected to ensure protection of the records. If any person attempts to alter, remove, or destroy any record, the City staff shall immediately terminate review and notify the City Attorney.

**B.** If the City maintains copyrighted material, the City will permit the person making the request to inspect the copyrighted material, and may allow limited copying of such material if allowed under Federal copyright law. The City may require the requestor to obtain written consent from the copyright holder before allowing copying of such material.

**VI. Application of Fees.**



CITY OF ROCKAWAY BEACH  
**PUBLIC RECORDS REQUEST POLICY**

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1. A fee will not be charged if a requested document(s) is current and readily available and requires less than 5 minutes of staff time or resources to be made available.
2. All time for public records requests will be recorded in 15-minute increments. If the requester was required to make a deposit, fees will be debited against that deposit. If the fees are less than the deposit, the City will provide the records along with a refund of the deposit, less the fee. If the deposit is insufficient to cover the entire costs of completing the public records request, or the requester was not required to pay a deposit, the City will generate an invoice for the unpaid costs of completing the public records request. The requester must pay the amount owing before the City will deliver the requested records or make them available for viewing.

**VII. Fee Waiver Request.**

1. Under ORS 192.324(5), the custodian of a public record may reduce or waive fees if the custodian determines that doing so is in "the public interest because making the record available primarily benefits the general public." Application of the public interest test requires analysis of whether disclosure of a record will benefit the interests of the community or society as a whole, i.e., "the public." A personal benefit to be derived by the requester alone is insufficient to permit a fee waiver. Requests for a fee waiver should identify the reason for the request and the public interest served in waiving or reducing fees. The decision to waive or reduce fees is within the reasonable discretion of the City. Requests for a fee waiver or reduction must be evaluated on a case-by-case basis.
2. Requests for fee waiver or reduced fees may be made in writing to the City Manager at the contact address listed above. The City Manager shall determine if the waiver or reduction of fees is in the public interest because making the record available primarily benefits the general public and outweighs the cost of furnishing the record.
3. In accordance with ORS 192.324 (6), a requester who believes that there has been an unreasonable denial of a fee waiver or fee reduction may petition the Attorney General or the district attorney in the same manner as a requester who petitions when inspection of a public record is denied under ORS 192.311 to 192.478. The Attorney General, the district attorney and the court have the same authority in instances when a fee waiver or reduction is denied as when inspection of a public record is denied.



**City of Rockaway Beach, Oregon**  
**Office of the City Recorder**

276 S. Highway 101, PO Box 5  
Rockaway Beach, OR 97136  
PHONE (503) 374-1752      FAX (503) 374-0641  
[cityrecorder@corb.us](mailto:cityrecorder@corb.us)

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## Public Records Request

Under state law, every person in Oregon has a right to inspect any **nonexempt** public record. To make a formal records request, submit this form to the Office of the City Recorder. The public records request policy is set by Resolution 23-996, and costs are established by resolution of the City Council. For Sheriff's Department requests, use the Sheriff's Office Records Request Form.

---

Name:

Phone:

Address:

Email:

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**Pursuant to ORS 192.311-192.478, I request inspection of the following records in your office:**

(Please be as specific as possible. Clearly provide the type of record(s) requested, subject matter, date ranges, names of businesses and/or people involved, and key words or phrases. Attach additional sheet if necessary.)

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How would you like to receive these records?

Email

Mail

Pick-Up at City Hall

Make appointment to view at City Hall

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**By signing this form, I understand** that the City of Rockaway Beach (the city) has adopted reasonable measures to ensure the integrity of its records and effectiveness of its office operations. The city will respond in writing as soon as practicable and without undue delay. If any material contained in this request is exempt from disclosure, I understand the city will provide the name of the document and the reason for the exemption. I am aware that there may be costs related to this request based on the fee structure adopted by the City Council, and I am aware that I will be notified by the city if any fees need to be paid to complete this request.

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**Requestor Signature**

**Date**

**RESOLUTION NO 23-1010**

**A RESOLUTION REVISING PUBLIC RECORDS REQUEST PROCESSING FEES**

**WHEREAS**, the Oregon Public Records law [ORS 192.324(4)] allows the City to recover its actual costs in fulfilling a public records request.; and

**WHEREAS**, fees for public records requests are set by resolution by the City Council; and

**WHEREAS**, the City Council wishes to revise fees to recover certain costs from services related to fulfilling public records requests.

**NOW, THEREFORE, BE IT RESOLVED**, that:

- Section 1.** The processing fee for time spent by staff on public records requests shall be at the hourly rate equivalent to the salary plus benefits (computed at an hourly rate) of each employee involved in processing the request.
- Section 2.** Charges for time spent by the city attorney reviewing, redacting, and segregating records at the City’s request shall be based on actual cost.
- Section 3.** Additional per-page charges for photocopies of requested records and per-item charges for providing CDs, DVDs, audiotapes, or other electronic copies of requested records shall still apply.
- Section 4.** Any public records request search or processing fee in effect before October 11, 2023 is hereby repealed.

**APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 11TH DAY OF OCTOBER 2023.**

APPROVED

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Charles McNeilly, Mayor

ATTEST

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Melissa Thompson, City Recorder

**Coffee with Manager and Mayor**  
**September 28, 2023**

- Interested in the City working with ODOT to have shrubbery that blocks the picturesque view along 101 next to Lytle Lake trimmed.
- Specific concerns about the state of Emergency Preparedness in the City of Rockaway Beach were shared
  - Asked “who would be in charge during a city-wide emergency?”
  - What is the City’s Emergency Response Plan?
  - What is being done to get the backup generator associated with the Cell Tower that serves our area back online; we lose cell service three hours into an outage (backup battery)
  - Suggested the City produce an Emergency Preparedness Newsletter
  - Suggested City provide a “What to do in an Emergency” document for residents and STR renters
- Concern raised about an increase in crime; perhaps a Neighborhood Watch program would help
- Suggested that the City tap resident expertise through citizen committees
  - Long Range Financial Planning Committee
- Concern that our local Post Office has been without internet for an extended period of time; can only process cash transactions; available transactions are limited by lack of internet
- Suggested that the city hire a Compliance Officer
- Continue to require those who submit complaints to provide their name but protect their identity from public records requests