



City of Rockaway Beach

City Council Workshop Minutes

Date: Wednesday, October 11, 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: 4:30 p.m.

Mayor - Charles McNeilly: Present
Council Position 1 - Mary McGinnis: Present
Council President - Penny Cheek: Present
Council Position 2 - Tom Martine: Present
Council Position 3 - Kristine Hayes: Present (arrived at 4:32 p.m.)
Council Position 4 - Alesia Franken: Present

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

3. COUNCIL BRIEFING/DISCUSSION

a. Streets Capital Improvement Plan (CIP) Criteria & Preliminary List Review

Start time: 4:31 p.m.

Shepard introduced the Streets Capital Improvement Plan (CIP) Criteria and Preliminary List. He explained that this was the first of seven public meetings to discuss the plan, and that there would be five public hearings to receive public input. He noted that Council and staff would need to have future discussions regarding whether the projects on the list aligned with available funding.

Matt Del Moro, HBH Consulting Engineers, presented the Streets CIP Criteria and Preliminary List, which included an overview of street categories, proposed ranking criteria, and preliminary list of streets for consideration. The Council reviewed the list. Del Moro and Shepard answered clarifying questions. Emerson noted certain roads that would require utility improvements before street improvements. (Cheek excused herself from the meeting at 4:42 p.m. and returned at 4:44 p.m.)

Suggestions included spreading out projects in different areas of the city, including additional information in the Appendix as to why certain roads didn't make the list, conducting a public survey, and including a map identifying County-owned roads. Del Moro suggested adding scoring criteria for projects with potential for external funding, and including a mixture of large and small projects.

It was noted that the County owned certain roads within city limits, and there was brief discussion regarding the possibility of taking ownership of those roads.

b. Community Grant Update

Start time: 4:56 p.m.

Shepard provided a recap of 2023 Community Grants that the Council previously awarded. Shepard shared that the Writers Rendezvous applicant was scheduled to attend the November 8, 2023 workshop to provide additional information to the Council. The Council reviewed the response to a request for further information from Sea Turtles Forever. There was consensus that Sea Turtles Forever was not eligible for a grant. Shepard noted that \$35,000 in grant funds remained. After discussion, there was consensus to re-advertise the Community Grant Program and accept applications until December 1, 2023.

There was brief discussion regarding the Façade Improvement Grant, and desire expressed to have future discussion regarding extending eligibility to government and non-profit businesses.

c. Anchor Street Playground & Amenities Review

Start time: 5:07 p.m.

Shepard provided background information on the Planning Commission's review of the Anchor Street Playground and Amenities. He explained that the Planning Commission reviewed three proposals and provided feedback on the colors. Shepard presented designs for the final design selected by the Commission in a new color scheme, "Macaw," that addressed Planning Commission concerns about heat absorption.

McNeilly noted that children from the Maxfield family submitted comments regarding the playground proposals that were included in the agenda packet for the regular meeting.

The Council discussed the design and Shepard answered clarifying questions. Cheek expressed concern that one of the wheelchair-accessible playground pieces was separate from the rest of the playground area. Shepard confirmed that he would ask the playground dealer to relocate the equipment. In response to an inquiry regarding the timeline, Shepard explained that the playground should be installed before Spring break.

d. Prioritize Project/Task Pool

Start time: 5:19 p.m.

McNeilly explained that he considered the projects on the project/task pool list to be three categories: in-flight projects (in progress and labeled green); projects on deck (pending and labeled yellow); and in the hanger (waiting to be addressed and labeled in white). He noted that starting and stopping in-flight projects led to increased costs and longer timelines. McNeilly recommended that the Council endorse the City Manager taking in-flight projects to completion, and picking up on deck projects as pending issues allowed. After Council discussion, McNeilly recommended scheduling a special workshop to walk through the project list because there was not enough time to address it in a regular workshop.

Shepard explained that he would need to know in November if the Council wanted to have a fireworks show. There was consensus to move item 63 regarding fireworks show vs. drone vs. laser show to in-progress status.

After further discussion, there was consensus to have staff schedule a special workshop for the Council to do a line-item review of the project list pool.

There was brief discussion regarding feedback Councilors had received regarding City Hall business hours.

4. ADJOURNMENT

Start time: 5:40 p.m.

Hayes made a **motion**, seconded by Martine, to adjourn the meeting at 5:41 p.m.

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

Council Position 3 - Kristine Hayes: Motion

Council President - Tom Martine: 2nd

Council Position 1 - Mary McGinnis: Approve

Council President - Penny Cheek: Approve

Council Position 2 - Tom Martine: Approve

Council Position 3 - Kristine Hayes: Approve

Council Position 4 - Alesia Franken: Approve

MINUTES APPROVED THIS
8TH DAY OF NOVEMBER 2023


Charles McNeilly, Mayor

ATTEST


Melissa Thompson, City Recorder