



City of Rockaway Beach

Regular City Council Meeting Agenda

Date: Wednesday, May 8, 2024
Time: 6:00 P.M.
Location: Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

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Comments may be submitted electronically by sending an email no later than 48 hours prior to the meeting to CityHall@Corb.us

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 April 10, 2024 Regular Meeting Minutes
- b. Approval of April 10, 2024 Workshop Minutes
- c. Review of April 2024 Check Register

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

- a. **Presentation** – Tillamook PUD and PacifiCorp W2R2 Infrastructure Improvement Project - KC Fagen, Engineering Manager Tillamook PUD
- b. **Presentation** – High Grounds Project Update - TJ Fiorelli

6. STAFF REPORTS

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

7. PUBLIC HEARING

- a. **Ordinance No. 2024-05 An Ordinance Amending City Of Rockaway Beach Code Of Ordinances Chapter 113, Section 113.02, Related to Short-Term Rentals Under-Construction Waiting List**

8. CITIZEN INPUT ON NON-AGENDA ITEMS

9. OLD BUSINESS

10. NEW BUSINESS

- a. **First & Second Reading by Title Only of Ordinance 2024-05 An Ordinance Amending City of Rockaway Beach Code of Ordinances Chapter 113, Section 113.02, Related to Short-Term Rentals Under-Construction Waiting List**
- b. **Consideration to Adopt Ordinance 2024-05 An Ordinance Amending City of Rockaway Beach Code of Ordinances Chapter 113, Section 113.02, Related to Short-Term Rentals Under-Construction Waiting List**
- c. **Consideration to Move the July City Council Meeting to July 17, 2024**
- d. **Consideration of Resolution 2024-28 Adopting the 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan**

RECESS INTO EXECUTIVE SESSION

EXECUTIVE SESSION Pursuant to ORS 192.660 (2)(p) to consider matters relating to cyber security infrastructure and responses to cyber security threats.

RECONVENE REGULAR SESSION

- e. **Consideration of Resolution 2024-29 Adopting a Cybersecurity Policy**

11. ITEMS REMOVED FROM CONSENT AGENDA

12. COUNCIL CONCERNS

13. MAYOR'S REPORT

14. ADJOURNMENT



City of Rockaway Beach

Regular City Council Meeting Minutes

Date: Wednesday, April 10, 2024
Location: Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

1. CALL TO ORDER

Mayor McNeilly called the meeting to order at: 6:02 p.m.

McNeilly made a statement regarding department, requesting that all people respect those in attendance and the opinions of those with whom they may disagree prior, during and after City business meetings.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Start time: [06:03:33 PM \(00:01:20\)](#)

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

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

4. CONSENT AGENDA

Start time: [06:03:45 PM \(00:01:32\)](#)

- ~~a. Approval of March 13, 2024 Regular Meeting Minutes (item removed from consent agenda)~~
- b. Approval of March 13, 2024 Workshop Minutes
- c. Review of March 2024 Check Register

McNeilly removed item 4a from the Consent Agenda.

McGinnis made a **motion**, seconded by Martine, to approve the remaining items on the Consent Agenda.

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

[Position #5 - Penelope Cheek: Motion](#)
[Position #2 - Tom Martine: 2nd](#)
[Position #3 - Kristine Hayes: Approve](#)

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

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

a. Presentation – Water/Sewer Capital Improvement Plans & System Development Charge (SDC) Study Proposal- Matt DelMoro, HBH Engineering

Start time: [06:05:33 PM \(00:03:21\)](#)

Matt Del Moro and Robert Henry, HBH Consulting Engineers, introduced themselves. Del Moro gave a presentation providing an overview of their proposal for a Water/Sewer Capital Improvement Plans & System Development Charge (SDC) Study. At the request of McNeilly, Henry provided a general explanation of SDCs. McGinnis commented that SDCs could go up, since the City hasn't examined them since 2009. Henry answered clarifying questions for the Council.

6. STAFF REPORTS

a. Fire Department

Start time: [06:21:53 PM \(00:19:40\)](#)

Hesse presented his staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of March 2024, noting they had an increase in calls. Hesse added that they were awarded a staffing grant from the state and will be recruiting two firefighters from July through October. Hesse noted that the Council would be considering a resolution supporting a grant application with the TC4 group that would be used to acquire supplies to be used in the event of a disaster, including pet supplies.

Martine inquired about the TEAM and Life Flight programs that help cover the costs of emergency medical transportation. Hesse said he would confirm that the TEAM program was still available. At the request of McGinnis, Hesse estimated that the new fire apparatus was expected to be delivered in January or February 2025.

b. Sheriff's Office

Start time: [06:30:47 PM \(00:28:34\)](#)

Deputy Kevin Grogan summarized the Sheriff's Office report for March 2024, noting that Spring break call volume was steady, but there was nothing that was out of control. Hayes inquired about shots fired. Grogan explained that there is a quarry nearby used for shooting and they confirm that shooters have proper permits.

c. Public Works

Start time: [06:33:00 PM \(00:30:48\)](#)

Emerson presented his report on recent activities in the Public Works department. Emerson added that an emergency repair was made on April 8, 2024. Emerson acknowledged Advanced Excavation for their work on the emergency repair. Emerson explained to Cheek that the break was caused by a very strong winch. McNeilly commended Public Works staff on the speed of the emergency repair. At the request of McGinnis, Emerson provided a brief update on the Anchor Street project.

d. City Manager

Start time: [06:38:44 PM \(00:36:32\)](#)

Shepard gave a presentation providing background information on the business items on the agenda. Shepard also shared dates on upcoming public meetings and updates on City projects and activities.

McNeilly inquired about electric car charging stations. Shepard confirmed that the City applied for a grant and was awarding funding for stations to be installed at the Anchor Street parking lot. Hayes inquired about the Wayside beach access permit and whether there was a need for community support. Shepard noted that support was always welcome and explained that state parks managed the public process for permitting. In response to a question from McGinnis, Shepard noted that the state had a notice posted at the beach regarding the process.

7. PUBLIC HEARING – None scheduled

8. CITIZEN INPUT ON NON-AGENDA ITEMS

Start time: [06:58:20 PM \(00:56:07\)](#)

Nancy Webster, North Coast Communities for Watershed Protection, commented that they would be holding meetings on the last Thursday of each month at St. Mary's by the Sea at 6:30 p.m. and encouraged people of all ages to attend. She shared a flyer with the Council regarding the April 25th event.

Pam Hiller, Chair of the Advisory Council for Developmental and Intellectual Disabilities Services commented on their annual event, noting that they had received a grant from the City to help fund it. She shared a flyer regarding their 2nd Annual Summer Picnic event scheduled for June 27th and invited all to donate or attend.

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

a. Proclamation - April 2024 as Sexual Assault Awareness Month (SAAM)

Start time: [07:05:54 PM \(01:03:41\)](#)

McNeilly explained that the City received a request from the from Tides of Change to proclaim April 2024 as Sexual Assault Awareness Month (SAAM).

Valerie Bundy, Executive Director of Tides of Change, thanked the Council for considering the proclamation. Bundy shared that in addition to serving victims of domestic violence, Tides of Change served victims of sexual assault. She spoke about their efforts and success, along with community partners, to develop a sexual assault nurse examiner program. Bundy answered clarifying questions for the Council. McGinnis applauded the Sheriff's Department for joining in the effort to develop the program.

McNeilly read aloud the proclamation.

Hayes made a **motion**, seconded by Cheek, to approve the proclamation declaring April 2024 as Sexual Assault Awareness Month.

Hayes commented that it was a long time coming and thanked Tides of Change for their work.

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

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

b. Consideration of Resolution 2024-20 Establishing Immunity from Certain Personal Injury or Property Damage Claims Described in ORS 105.668, as Amended by Senate Bill 1576

Start time: [07:13:01 PM \(01:10:48\)](#)

McNeilly explained that this resolution re-establishes recreational immunity for the City by opting in to the immunity provided for by Senate Bill 1576, which amended ORS 105.668 and limits private claims or rights of action based on negligence for personal injury or property damage resulting from the use of trails, including beach access points.

McNeilly invited public comment. No audience members wished to comment.

Hayes made a **motion**, seconded by McGinnis, to approve Resolution 2024-20, A Resolution Establishing Immunity from Certain Personal Injury or Property Damage Claims Described in ORS 105.668, as Amended by Senate Bill 1576.

Hayes commented that she was personally happy to do it. McGinnis noted that it was a temporary fix and the legislature has to make a permanent solution by the end of next year.

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

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

c. **Consideration of Resolution 2024-21 Adopting a Streets Capital Improvement Plan**

Start time: [07:15:45 PM \(01:13:32\)](#)

McNeilly explained this resolution adopts a Streets Capital Improvement Plan which provides a guiding document for allocating funds and completing street improvement projects for the next five years.

McNeilly invited public comment. No audience members wished to comment.

McGinnis made a **motion**, seconded by Franken, to approve Resolution 2024-21 Adopting a Streets Capital Improvement Plan.

McGinnis commented that the plan had been reviewed for several months and the complete plan was available from the City.

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

d. **Consideration of Resolution 2024-23 Approving a Proposal from HBH Consulting Engineers for Water & Wastewater Capital Improvement Plan Updates and System Development Charge Study**

Start time: [07:17:32 PM \(01:15:20\)](#)

McNeilly explained that this resolution approves a proposal from HBH Consulting Engineers for assistance with the City's efforts to update its Capital Improvement Plans, and water and sewer SDC methodology and determine reasonable system development charges.

McNeilly invited public comment.

Nancy Lanyon encouraged consideration of topics raised at the workshop regarding scope, areas of evaluation, and unincorporated areas such as Nedonna Beach, to ensure that all parts of the community are being considered in the proposal. Lanyon advocated for consideration of new zoning advice within the city and review of the city's master plans.

Martine made a **motion**, seconded by McGinnis, to approve Resolution 2024-23.

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

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

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

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

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

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

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

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

e. **Consideration of Resolution 2024-24 Authorizing Abatement by the City of Nuisances at 933 S Island Street**

Start time: [07:21:59 PM \(01:19:46\)](#)

McNeilly explained that authorizes City staff to proceed with abatement of nuisances at 933 Island Street, and charge the person responsible for the property with the costs for the abatement, including a 20% fee for administrative overhead. McNeilly noted the property was provided with a Notice to Abate nuisances by April 1, 2024, and the person in charge of the property failed to do so. Rockaway Beach City Code provides that, if within the time allowed, the nuisance has not been abated by the person responsible, the Council may cause the nuisance to be abated.

McNeilly invited public comment. No audience members wished to comment. City Recorder noted that written comments were received by the personal representative for the estate submitted comments that were distributed to the Council for consideration.

McGinnis made a **motion**, seconded by Martine, to approve Resolution 2024-24 Authorizing Abatement by the City of Nuisances at 933 S Island Street.

McGinnis commented that the City had been working with the residence for some time. Hayes inquired about the property owners. Shepard confirmed that the abatement was attached to the estate or current owner. McNeilly commented that the neighborhood had been dealing with the issue for a very long time.

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

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

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

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

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

[Position #1 - Mary McGinnis: Approve](#)
[Position #5 - Penelope Cheek: Approve](#)
[Position #2 - Tom Martine: Approve](#)

f. **Consideration of Resolution 2024-25 Authorizing Mayor and City Manager to Execute Contract for S. Pacific St Waterline & Road Surfacing Project**

Start time: [07:25:53 PM \(01:23:40\)](#)

McNeilly stated that this resolution delegates authority to the Mayor and City Manager to ensure a timely contract award and execution of the project.

McNeilly invited public comment. No audience members wished to comment.

Cheek made a **motion**, seconded by Franken, to approve Resolution 2024-25 Authorizing Mayor and City Manager to Execute a Contract for S. Pacific St Waterline & Road Surfacing Project.

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

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

g. **Consideration of Resolution 2024-26 Expressing Support for Grant Applications for the Resilience Hubs and Networks Grant**

Start time: [07:27:49 PM \(01:25:36\)](#)

McNeilly explained that this resolution expresses support for the Rockaway Beach Fire and Rescue Department's submission of grant applications to the Office of Resilience and Emergency Management through the Tillamook County Citizens Corps Council (TC4).

McNeilly invited public comment. No audience members wished to comment.

Hayes made a **motion**, seconded by Franken, to approve Resolution 2024-26 Expressing Support for Grant Applications for the Resilience Hubs and Networks Grant.

Hayes expressed her enthusiasm. McGinnis acknowledged Hesse and whoever he worked with to bring the grant to the community.

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: Approve](#)

h. Consideration of Resolution 2024-17 Approving Additional Awards for the 2023-2024 Community Grant Program

Start time: [07:29:43 PM \(01:27:30\)](#)

McNeilly explained that this resolution approves additional awards to applicants for the 2023-2024 Community Grant Program. He noted that the grant program provides funding to non-profit entities and other organizations that serve the Rockaway Beach Community. McNeilly provided an explanation of the available funds and the awards under consideration were as follows:

Hope Chest	Fixtures	\$8,206.64
Chamber of Commerce	Thursday Market	\$4,148.00
Chamber of Commerce	Kite fliers	\$1,600.00
Chamber of Commerce	Advertising	\$9,700.00

McNeilly invited public comment. No audience members wished to comment.

McGinnis made a **motion**, seconded by Franken, to approve Resolution 2024-17 in the amounts specified by McNeilly.

McGinnis explained that the City Council asked Shepard to go back and review the remaining funds for the Façade Grant and asked Shepard to work with partner agencies to rework the grant which may give the Lions Club and Hope Chest an opportunity to apply for those funds. She commented that the goal was to fund everyone.

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

i. Consideration of Resolution 2024-27 Declaring A State of Emergency Due to Sewer Mainline Failure

Start time: 07:32 PM

McNeilly explained that a sewer mainline serving the downtown commercial district failed during a scheduled maintenance project and caused an emergency situation requiring immediate response. He stated that this resolution ratifies emergency procurement for repairs.

Hayes made a **motion**, seconded by Franken, to approve Resolution 2024-27 Declaring A State of Emergency Due to Sewer Mainline Failure.

Hayes commented that she was grateful that it was repaired so quickly.

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: Approve](#)

11. ITEMS REMOVED FROM CONSENT AGENDA

Start time: [07:36:48 PM \(01:34:35\)](#)

a. Approval of March 13, 2024 Regular Meeting Minutes

Shepard noted corrections to the minutes that were presented to the Council at the meeting.

McGinnis made a **motion**, seconded by Franken, to approve the March 13, 2024 Regular Meeting Minutes as amended.

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: Approve](#)

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

12. COUNCIL CONCERNS

Start time: [07:38:49 PM \(01:36:37\)](#)

Cheek stated, in response to comments she had received, that she stands behind City Manager Shepard 100% and appreciates everything he has done for the City.

Franken concurred with Cheek's comments regarding Shepard and said that the City was lucky to have him on our team. She commended Public Works for their work on sewer repairs.

Hayes commented that she appreciated the minutes in the packet and improvements in other processes. Hayes shared that she is thrilled with the new Finance Director.

Martine commended Jane Scott, videographer, noting that he didn't think she ever missed a meeting. Martine commented that it was time for the budget meetings to begin and commended City Manager Shepard for how smoothly he conducted the budget meetings.

McGinnis welcomed new Finance Director Marni Johnston, noting that it had been some time since the City had a Finance Director, and Johnston did quality work. McGinnis commended Shepard, noting that he received a standing ovation in the Council meeting when he was hired. McGinnis noted that one mark of a skilled manager was hiring quality staff. McGinnis mentioned that the state had updated laws regarding bicycles and commented that the City needed to update its code to reflect state law. McGinnis reported that she attended Senator Merkley's town hall, noting that Mayor McNeilly spoke about Salmonberry Trail.

13. MAYOR'S REPORT

Start time: 07:43 PM

McNeilly shared a slide showing the new pavers at the Chamber of Commerce/Visitors Center and commended the Chamber for installing them. McNeilly commented that he and City Manager Shepard held their monthly Coffee with Manager and Mayor on Thursday, March 28th, and a summary of the comments were shared in the meeting packet. McNeilly reported that he would be attending the League of Oregon Cities spring conference, so the next Coffee with Manager and Mayor would be held on Thursday, April 18th, and encouraged people to attend.

McNeilly commended City leadership and staff, commenting that Shepard brought in top shelf talent, and he was excited for where the City was going next. McNeilly reported he began publishing a monthly update that was sent to the email list and posted online, and he encouraged all to review it. He encouraged the public to contact him with any questions or concerns.

14. ADJOURNMENT

Start time: [07:49:13 PM \(01:47:00\)](#)

Hayes **moved**, seconded by Martine, to adjourn the meeting at 7:50 p.m.

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

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

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

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

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

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

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

MINUTES APPROVED THE
8TH DAY OF MAY 2024

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

DRAFT

City of Rockaway Beach

City Council Workshop Minutes



Date: Wednesday, April 10, 2024

Location: Rockaway Beach City Hall, 276 HWY 101 – 2nd Floor Conference Room

1. CALL TO ORDER

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

2. ROLL CALL

Start time: [04:30:44 PM \(00:00:06\)](#)

[Mayor - Charles McNeilly: Present](#)

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

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

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

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

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

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

3. COUNCIL BRIEFING/DISCUSSION

a. Review of Water/Sewer System Development Charge (SDC) Study Proposal

Start time: [04:31:06 PM \(00:00:29\)](#)

Shepard explained that the City Council would be considering an SDC Study Proposal from HBH Consulting Engineers at the regular meeting.

Robert Henry, HBH Consulting Engineers, provided an explanation of System Development Charges (SDCs). Henry and Shepard answered clarifying questions for the Council. In response to an inquiry from Franken, Shepard and Matt Del Moro, HBH Consulting Engineers, further explained that the study would take into consideration planned developments, capital improvement plans (CIP), and future capacity needs. McGinnis inquired whether having new master plans would make the study easier. Henry explained that there was much more involved in updating master plans. Shepard added that SDCs were last updated in 2009, and new master plans might push the SDC study one or two years. Henry stated that HBH recommended cities consider updating CIP and SDC plans at least every five years. Hayes expressed concern that fees will go up.

At 4:47 p.m., Hayes declared a potential conflict of interest because she is a developer.

McNeilly commented on the challenges other cities with low SDCs were experiencing and advocated for charging fees that would allow the City to maintain healthy, robust utility systems. Shepard noted that SDCs were one of the few ways to raise capital for projects that didn't involve utility rates. Hayes noted that most of her clients were families, not developers.

McGinnis commented on other cities that have had to stop development because the infrastructure couldn't support it. Hayes commented that the City shouldn't make a profit.

b. Community Grant Applications Review

Start time: [04:50:34 PM \(00:19:56\)](#)

McNeilly suggested that the Council ask the Planning Commission to review the grant programs for next year and provide recommendations for best practices, such as including a scoring matrix based on criteria. There was consensus to do so.

Franken proposed specific award allocations. Cheek noted that she was on the board for Meals for Seniors, and they were financially secure at this time. Hayes proposed using the Façade Grant for the Lion's Club application. McNeilly suggested the Lion's Club didn't meet the Façade Grant criteria. McGinnis stated she wanted to include non-profits in the Façade Grant, but rules needed to be changed first. Shepard explained that it might be possible to reopen the Façade Grant prior to the end of budget year, but rules need to be clear and be adopted.

McNeilly proposed a ranking process for allocating awards. The Council individually ranked each Community Grant application, and an average score was generated to sort the applications in rank order. The Council discussed and came to consensus to consider awards in the regular session for the following:

Hope Chest	Fixtures	\$8,206.64
Chamber of Commerce	Thursday Market	\$4,148.00
Chamber of Commerce	Kite fliers	\$1,600.00
Chamber of Commerce	Advertising	\$9,700.00

c. Discussion Regarding STR Code § 113.02(H) Under-construction waiting list

Start time: [05:24:02 PM \(00:53:25\)](#)

Shepard explained that when the City Council adopted the Short-Term Rental (STR) cap, the intent was not to harm those that were already far along in the process of developing a property to build an STR. He shared that two property owners have zoning permits, but didn't have time to get County building permit approval within the adopted deadline. He explained that if the Council wanted to consider it, staff could draft code changes to allow those that had City zoning permit by March 29th to qualify for the under-construction waiting list. After brief discussion, there was consensus to consider an amendment.

Hayes declared a potential conflict of interest.

d. Review of Draft Ordinance Amending Code Chapter 91, Section 91.01 – Wild Animals

Start time [05:30:44 PM \(01:00:06\)](#)

McGinnis proposed adding to the Wild Animals ordinance a reference to ORS 496.730 and ORS 496.731 regarding criminal penalties. Shepard noted that the City could add its own penalties.

McNeilly provided background information, explaining that a community member at the Coffee with Manager and Mayor had raised the issue of neighbors feeding wildlife. Hayes expressed concern that the ordinance would apply to people feeding squirrels at the Wayside. Shepard indicated that the ordinance would be presented again at another workshop.

Martine inquired about a Code Enforcement officer. Shepard explained that code violations were being regularly enforced by City staff and the Sheriff's Office.

McGinnis commented that the state re-defined bicycles and recommended the City update its bicycle ordinance.

e. Discussion Regarding Proclamation for High School Class

Start time: [05:27:01 PM \(00:56:24\)](#)

Shepard explained that topic of acknowledging the Nea-Kah-Nie High School graduating class had come up several times, and asked if Council was interested in considering a proclamation. After discussion, there was Council consensus to have the City Manager put together a proposal for honoring graduating high school students.

4. ADJOURNMENT

Start time: [05:38:51 PM \(01:08:13\)](#)

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

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

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

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

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

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

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

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

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

MINUTES APPROVED THIS
8TH DAY OF MAY 2024

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES & RESOURCES</u>					
10-31-4010 CUR YR PROP TX - GEN FUND	.00	457,325.46	435,000.00	(22,325.46)	105.1
10-31-4020 DELINQUENT PROP TAX REVENUE	.00	5,232.16	8,500.00	3,267.84	61.6
10-31-4040 LIQUOR TAX - OLCC	.00	20,736.32	26,000.00	5,263.68	79.8
10-31-4050 CIGARETTE TAX	.00	711.32	1,200.00	488.68	59.3
10-31-4060 OTHER TAX REVENUE	.00	39,820.25	30,000.00	(9,820.25)	132.7
TOTAL REVENUES & RESOURCES	.00	523,825.51	500,700.00	(23,125.51)	104.6
<u>GRANTS, LOANS & BONDS</u>					
10-33-4180 DLCD GRANT	.00	2,000.00	.00	(2,000.00)	.0
10-33-4185 STATE REVENUE SHARING	.00	13,334.99	20,000.00	6,665.01	66.7
TOTAL GRANTS, LOANS & BONDS	.00	15,334.99	20,000.00	4,665.01	76.7
<u>FEES & SERVICES</u>					
10-34-4060 LICENSES & FRANCHISES	22,047.76	381,951.19	280,000.00	(101,951.19)	136.4
10-34-4080 PERMITS, BLDG TILL CO PORTION	200.00	200.00	.00	(200.00)	.0
10-34-4085 LAND USE-ORDINANCE FEES-PERMIT	1,237.50	19,738.25	21,000.00	1,261.75	94.0
10-34-4141 CIVIC/COMM CENTER RENT	55.00	1,765.00	850.00	(915.00)	207.7
10-34-4142 FIRST FLOOR RENT-HLTH DEPT	946.00	9,460.00	11,500.00	2,040.00	82.3
10-34-4145 CC-REFUNDABLE DEPOSITS	.00	.00	500.00	500.00	.0
10-34-4146 HEALTH DEPT UTILITY REIMB	99.58	2,189.91	2,650.00	460.09	82.6
TOTAL FEES & SERVICES	24,585.84	415,304.35	316,500.00	(98,804.35)	131.2
<u>FIRE DEPARTMENT</u>					
10-35-4091 NEDONNA FIRE DIST	.00	33,000.00	30,000.00	(3,000.00)	110.0
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	84,172.02	125,000.00	40,827.98	67.3
TOTAL FIRE DEPARTMENT	.00	117,172.02	165,550.00	48,377.98	70.8
<u>OTHER REVENUES</u>					
10-36-4120 INTEREST ON INVESTED FUNDS	.00	159,463.03	12,500.00	(146,963.03)	1275.7
10-36-4150 MISC RCPTS - GEN FUND	190.00	6,838.01	12,000.00	5,161.99	57.0
10-36-4190 SURPLUS PROPERTY SALES	.00	.00	1,000.00	1,000.00	.0
TOTAL OTHER REVENUES	190.00	166,301.04	25,500.00	(140,801.04)	652.2

CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>POLICE DEPARTMENT</u>					
10-37-4100 CITATIONS - FINES & FORFEITS	633.83	6,169.63	15,000.00	8,830.37	41.1
TOTAL POLICE DEPARTMENT	633.83	6,169.63	15,000.00	8,830.37	41.1
<u>TRANSFERS</u>					
10-39-4030 TIF - TRT POLICE	.00	172,460.00	344,921.00	172,461.00	50.0
10-39-4032 TIF -SEWER OP	.00	22,500.00	45,000.00	22,500.00	50.0
10-39-4037 TIF - CC	.00	22,500.00	45,000.00	22,500.00	50.0
10-39-4038 TIF- TRT-GF PW CAP OUTLAY	.00	30,202.00	60,405.00	30,203.00	50.0
10-39-4052 TIF - TRT-CTY BEAUTIF	.00	2,500.00	5,000.00	2,500.00	50.0
10-39-4053 TIF - TRT FIRE DEPT	.00	210,912.00	421,825.00	210,913.00	50.0
10-39-4055 TIF - TRT USDA LOAN	.00	32,000.00	64,000.00	32,000.00	50.0
TOTAL TRANSFERS	.00	493,074.00	986,151.00	493,077.00	50.0
TOTAL FUND REVENUE	25,409.67	1,737,181.54	2,029,401.00	292,219.46	85.6

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-45-6531	.00	.00	65,000.00	65,000.00	.0
10-45-6550	21,371.40	212,237.29	564,712.00	352,474.71	37.6
TOTAL POLICE DEPARTMENT	21,371.40	212,237.29	629,712.00	417,474.71	33.7
<u>FIRE DEPARTMENT</u>					
10-46-5052	8,356.24	85,008.70	102,700.00	17,691.30	82.8
10-46-5053	10,029.04	135,420.77	138,136.00	2,715.23	98.0
10-46-5054	516.24	4,091.16	5,000.00	908.84	81.8
10-46-5061	5,311.35	46,826.72	41,250.00	(5,576.72)	113.5
10-46-5062	125.00	1,625.00	3,500.00	1,875.00	46.4
10-46-5152	13,255.82	144,572.51	223,697.00	79,124.49	64.6
10-46-6110	409.51	2,584.51	3,500.00	915.49	73.8
10-46-6530	1,601.49	14,047.00	8,500.00	(5,547.00)	165.3
10-46-6535	152.52	7,678.06	10,000.00	2,321.94	76.8
10-46-6555	3,438.03	25,133.83	40,000.00	14,866.17	62.8
10-46-6570	.00	15,854.40	20,000.00	4,145.60	79.3
10-46-6580	371.95	5,961.15	10,000.00	4,038.85	59.6
10-46-6582	.00	.00	1,500.00	1,500.00	.0
10-46-6630	196.39	1,867.45	15,000.00	13,132.55	12.5
10-46-6660	4,241.99	5,661.31	14,000.00	8,338.69	40.4
10-46-6670	.00	6,822.90	10,000.00	3,177.10	68.2
10-46-6690	135.96	4,029.62	20,000.00	15,970.38	20.2
TOTAL FIRE DEPARTMENT	48,141.53	507,185.09	666,783.00	159,597.91	76.1

CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-48-5057 OFFICE ASSISTANT	9,433.80	105,594.74	119,390.00	13,795.26	88.5
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	9,614.73	76,980.51	83,790.00	6,809.49	91.9
10-48-5085 MAYOR & COUNCIL STIPEND	125.00	1,250.00	1,100.00	(150.00)	113.6
10-48-5152 PAYROLL EXP - ADMIN	9,390.66	99,498.55	172,690.00	73,191.45	57.6
10-48-6410 PLANNING & ZONING	2,232.50	20,359.64	155,000.00	134,640.36	13.1
10-48-6440 REFUNDABLE DEPOSITS	.00	50.00	500.00	450.00	10.0
10-48-6530 TELEPHONE	226.34	3,826.51	6,000.00	2,173.49	63.8
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	3,124.07	40,499.81	45,000.00	4,500.19	90.0
10-48-6577 ORDINANCE UPDATE	21.45	777.45	2,500.00	1,722.55	31.1
10-48-6596 EMERGENCY SERVICES EXPENSE	.00	.00	2,000.00	2,000.00	.0
10-48-6666 CITY BEAUTIFICATION	.00	332.08	3,000.00	2,667.92	11.1
10-48-6667 STORM DAMAGE REPAIR	.00	.00	100.00	100.00	.0
10-48-6830 CITY HALL OPERATIONS	2,586.98	29,200.49	83,000.00	53,799.51	35.2
10-48-6831 DUES-CITY, OFFICIALS & STAFF	355.21	4,164.45	2,500.00	(1,664.45)	166.6
10-48-6835 BANK FEES	.00	552.57	2,000.00	1,447.43	27.6
10-48-6840 COURT COSTS	.00	.00	100.00	100.00	.0
10-48-6850 ATTORNEY	2,326.50	23,405.00	29,000.00	5,595.00	80.7
10-48-6870 AUDIT & BOND	.00	7,741.29	8,000.00	258.71	96.8
10-48-6880 ADVERTISING	.00	2,006.38	2,000.00	(6.38)	100.3
10-48-6890 STATIONERY & SUPPLIES	1,104.14	5,909.58	12,000.00	6,090.42	49.3
10-48-6915 TRAVEL & TRAIN-STAFF	.00	3,542.73	5,000.00	1,457.27	70.9
10-48-6920 BLDG MAINT-CTY HALL	37.76	14,539.35	35,000.00	20,460.65	41.5
10-48-6931 COUNCIL EXPENSE	.00	2,598.81	1,000.00	(1,598.81)	259.9
10-48-6932 CITY MANAGER FUND	.00	371.59	500.00	128.41	74.3
10-48-6954 REVENUE SHARING PMTS	15,448.00	51,793.36	60,000.00	8,206.64	86.3
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	24,685.00	49,370.00	24,685.00	50.0
10-48-8044 TO -FIRE EQUIPMENT RESERVE	.00	22,500.00	45,000.00	22,500.00	50.0
10-48-8518 DEBT SVC - USDA LOAN	.00	95,143.85	140,000.00	44,856.15	68.0
TOTAL ADMINISTRATION	56,027.14	649,501.27	1,342,945.00	693,443.73	48.4
TOTAL FUND EXPENDITURES	125,540.07	1,368,923.65	2,639,440.00	1,270,516.35	51.9
NET REVENUE OVER EXPENDITURES	(100,130.40)	368,257.89	(610,039.00)	(978,296.89)	60.4

CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

FIRE EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
14-36-4120 INTEREST INCOME	.00	1,704.88	1,200.00	(504.88)	142.1
TOTAL OTHER INCOME	.00	1,704.88	1,200.00	(504.88)	142.1
<u>TRANSFERS</u>					
14-39-4026 TIF - GF	.00	22,500.00	45,000.00	22,500.00	50.0
14-39-4030 TIF - TRT	.00	185,803.00	371,607.00	185,804.00	50.0
TOTAL TRANSFERS	.00	208,303.00	416,607.00	208,304.00	50.0
TOTAL FUND REVENUE	.00	210,007.88	417,807.00	207,799.12	50.3

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

FIRE EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
14-47-7621 FIRE EQUIP & CAPITAL OUTLAY	.00	.00	375,000.00	375,000.00	.0
TOTAL FIRE DEPARTMENT	.00	.00	375,000.00	375,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	375,000.00	375,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	210,007.88	42,807.00	(167,200.88)	490.6

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

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 10 MONTHS ENDING APRIL 30, 2024

PROJECT & EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
21-36-4120 INTEREST INCOME	.00	2,023.82	3,000.00	976.18	67.5
TOTAL OTHER INCOME	.00	2,023.82	3,000.00	976.18	67.5
<u>TRANSFERS IN</u>					
21-39-4030 TIF - TRT	.00	595,240.00	1,190,481.00	595,241.00	50.0
TOTAL TRANSFERS IN	.00	595,240.00	1,190,481.00	595,241.00	50.0
TOTAL FUND REVENUE	.00	597,263.82	1,193,481.00	596,217.18	50.0

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

PROJECT & EQUIP RESERVE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
21-47-7577 TOURISM CAPITAL PROJECTS	446,047.23	1,652,373.37	2,425,000.00	772,626.63	68.1
TOTAL CAPITAL OUTLAY	446,047.23	1,652,373.37	2,425,000.00	772,626.63	68.1
TOTAL FUND EXPENDITURES	446,047.23	1,652,373.37	2,425,000.00	772,626.63	68.1
NET REVENUE OVER EXPENDITURES	(446,047.23)	(1,055,109.55)	(1,231,519.00)	(176,409.45)	(85.7)

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	.00	80,841.96	114,000.00	33,158.04 70.9
	TOTAL STATE REVENUE	.00	80,841.96	115,000.00	34,158.04 70.3
<u>GRANTS</u>					
30-33-4182	GRANTS & REIM- ROADS & STREETS	.00	650.40	.00 (650.40)	.0
	TOTAL GRANTS	.00	650.40	.00 (650.40)	.0
<u>OTHER REVENUE</u>					
30-36-4120	INTEREST INCOME	.00	25,161.75	16,500.00 (8,661.75)	152.5
	TOTAL OTHER REVENUE	.00	25,161.75	16,500.00 (8,661.75)	152.5
<u>TRANSFERS</u>					
30-39-4030	TIF - TRT	.00	185,463.00	370,926.00	185,463.00 50.0
30-39-4038	TIF - GEN FND	.00	24,685.00	49,370.00	24,685.00 50.0
	TOTAL TRANSFERS	.00	210,148.00	420,296.00	210,148.00 50.0
	TOTAL FUND REVENUE	.00	316,802.11	551,796.00	234,993.89 57.4

CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
30-41-5055 MAINT WKR WAGES	6,640.06	59,300.39	75,658.00	16,357.61	78.4
30-41-5056 EXTRA LABOR	.00	.00	2,000.00	2,000.00	.0
30-41-5058 SUPER OF PUBLIC WORKS	770.24	6,655.37	11,090.00	4,434.63	60.0
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	1,373.54	10,997.29	11,970.00	972.71	91.9
30-41-5085 MAYOR & COUNCIL STIPEND	25.00	250.00	500.00	250.00	50.0
30-41-5152 PAYROLL EXP - RDS & STS	5,116.79	50,326.87	82,858.00	32,531.13	60.7
TOTAL PERSONNEL SERVICES	13,925.63	127,529.92	188,076.00	60,546.08	67.8
<u>MATERIALS & SERVICES</u>					
30-45-6125 ELECTRIC-STLITES-WYSD-CTYPRKS	169.62	1,654.30	2,100.00	445.70	78.8
30-45-6130 WAYSIDE & PARKS	1,415.46	27,647.84	35,000.00	7,352.16	79.0
30-45-6131 NATURE CONSERVANCY	260.00	1,932.99	5,000.00	3,067.01	38.7
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	1,432.00	12,964.21	23,000.00	10,035.79	56.4
30-45-6580 FUEL & OIL	260.83	3,312.61	7,000.00	3,687.39	47.3
30-45-6592 PARKING LEASE	.00	1,570.68	1,500.00	(70.68)	104.7
30-45-6600 DRAINAGE & FLOOD CONTROL	.00	3,927.35	10,000.00	6,072.65	39.3
30-45-6610 SIDEWALKS, CURBS & FOOTPATHS	.00	63.31	4,000.00	3,936.69	1.6
30-45-6620 STREET SIGNS	279.23	472.67	6,000.00	5,527.33	7.9
30-45-6667 STORM DAMAGE REPAIR	.00	4,236.34	1,000.00	(3,236.34)	423.6
30-45-6690 VEHICLE MAINT, SUPP & REP	1,268.67	2,236.51	15,000.00	12,763.49	14.9
30-45-6800 ROADS, MATERIALS & SUPPLIES	1,810.14	11,276.74	32,000.00	20,723.26	35.2
TOTAL MATERIALS & SERVICES	6,895.95	77,405.56	146,600.00	69,194.44	52.8
<u>CAPITAL OUTLAY</u>					
30-47-7502 RDS-STIS IMPROVEMENT PROJECTS	3,685.80	42,391.27	67,000.00	24,608.73	63.3
30-47-7506 RDS-STIS: CAPITAL IMPROV PLAN	12,468.18	33,679.09	150,000.00	116,320.91	22.5
30-47-7507 RDS-STIS PW MOBILE EQUIP PLAN	.00	.00	30,000.00	30,000.00	.0
TOTAL CAPITAL OUTLAY	16,153.98	76,070.36	247,000.00	170,929.64	30.8
<u>CONTINGENCY</u>					
30-48-7999 CONTINGENCY - ROADS	.00	.00	50,000.00	50,000.00	.0
TOTAL CONTINGENCY	.00	.00	50,000.00	50,000.00	.0
TOTAL FUND EXPENDITURES	36,975.56	281,005.84	631,676.00	350,670.16	44.5

CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

ROADS & STREETS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(36,975.56)	35,796.27	(79,880.00)	(115,676.27)	44.8

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

TRANSPORTATION SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
39-36-4120 INTEREST INCOME	.00	1,440.72	1,000.00	(440.72)	144.1
TOTAL OTHER INCOME	.00	1,440.72	1,000.00	(440.72)	144.1
<u>FEES</u>					
39-38-4940 IMP FEES - TRANSPORT SDC	.00	13,500.00	18,000.00	4,500.00	75.0
TOTAL FEES	.00	13,500.00	18,000.00	4,500.00	75.0
TOTAL FUND REVENUE	.00	14,940.72	19,000.00	4,059.28	78.6

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CITY OF ROCKAWAY BEACH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	.00	14,940.72	(166,000.00)	(180,940.72)	9.0

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

WATER OPERATING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUE</u>					
40-34-4540 WATER SERVICE BASE	.00	860,553.46	1,215,040.00	354,486.54	70.8
40-34-4550 NEW WATER CONNECTIONS	1,950.00	12,415.00	28,250.00	15,835.00	44.0
40-34-4560 WATER MASTER PLAN	.00	51,422.79	74,375.00	22,952.21	69.1
TOTAL REVENUE	1,950.00	924,391.25	1,317,665.00	393,273.75	70.2
<u>INTEREST & MISC</u>					
40-36-4120 INT - WATER OP	.00	12,350.24	5,500.00	(6,850.24)	224.6
40-36-4150 MISC RCPTS - WTR OP FUND	.00	13,712.92	2,825,800.00	2,812,087.08	.5
TOTAL INTEREST & MISC	.00	26,063.16	2,831,300.00	2,805,236.84	.9
TOTAL FUND REVENUE	1,950.00	950,454.41	4,148,965.00	3,198,510.59	22.9

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	6,841.20	82,078.69	112,500.00	30,421.31	73.0
40-41-5056	.00	.00	2,000.00	2,000.00	.0
40-41-5057	9,424.70	107,185.07	121,443.00	14,257.93	88.3
40-41-5058	3,851.23	33,276.76	49,031.00	15,754.24	67.9
40-41-5059	4,745.17	58,791.01	96,078.00	37,286.99	61.2
40-41-5064	.00	.00	2,000.00	2,000.00	.0
40-41-5065	.00	3,789.21	14,000.00	10,210.79	27.1
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	1,373.54	10,997.29	11,970.00	972.71	91.9
40-41-5085	75.00	750.00	1,400.00	650.00	53.6
40-41-5152	14,325.12	161,081.46	289,633.00	128,551.54	55.6
TOTAL PERSONNEL SERVICES	40,635.96	457,949.49	708,393.00	250,443.51	64.7
<u>MATERIALS & SERVICES</u>					
40-45-6110	2,876.75	26,767.02	36,500.00	9,732.98	73.3
40-45-6455	.00	.00	1,000.00	1,000.00	.0
40-45-6520	96.00	942.21	2,000.00	1,057.79	47.1
40-45-6530	1,416.29	10,453.45	12,000.00	1,546.55	87.1
40-45-6534	838.07	21,685.21	35,000.00	13,314.79	62.0
40-45-6551	1,588.95	28,602.73	19,000.00	(9,602.73)	150.5
40-45-6570	.00	24,237.07	29,000.00	4,762.93	83.6
40-45-6574	.00	9,438.12	11,000.00	1,561.88	85.8
40-45-6580	498.72	6,429.05	10,000.00	3,570.95	64.3
40-45-6667	.00	.00	500.00	500.00	.0
40-45-6690	.00	5,385.59	13,500.00	8,114.41	39.9
40-45-6745	.00	3,770.00	9,000.00	5,230.00	41.9
40-45-6750	4,815.05	56,147.33	63,000.00	6,852.67	89.1
40-45-6831	.00	150.00	2,500.00	2,350.00	6.0
40-45-6850	.00	117.50	12,000.00	11,882.50	1.0
40-45-6851	248.00	3,716.00	2,000.00	(1,716.00)	185.8
40-45-6915	1,099.11	2,543.80	4,500.00	1,956.20	56.5
40-45-6945	.00	9,032.92	9,540.00	507.08	94.7
40-45-6951	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	13,476.94	209,418.00	272,540.00	63,122.00	76.8
<u>CAPITAL OUTLAY</u>					
40-47-7601	4,787.12	15,782.12	3,010,000.00	2,994,217.88	.5
40-47-7602	6,897.50	15,921.30	175,000.00	159,078.70	9.1
40-47-7603	.00	37,640.79	40,000.00	2,359.21	94.1
TOTAL CAPITAL OUTLAY	11,684.62	69,344.21	3,225,000.00	3,155,655.79	2.2

CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	22,500.00	45,000.00	22,500.00	50.0
40-49-8045 TO -WMP FUND	.00	150,000.00	300,000.00	150,000.00	50.0
TOTAL TRANSFERS	.00	172,500.00	345,000.00	172,500.00	50.0
TOTAL FUND EXPENDITURES	65,797.52	909,211.70	4,580,933.00	3,671,721.30	19.9
NET REVENUE OVER EXPENDITURES	(63,847.52)	41,242.71	(431,968.00)	(473,210.71)	9.6

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
42-36-4120 INTEREST INCOME	.00	25,043.10	12,000.00	(13,043.10)	208.7
TOTAL OTHER INCOME	.00	25,043.10	12,000.00	(13,043.10)	208.7
<u>TRANSFERS</u>					
42-39-4030 TIF - WATER OP	.00	150,000.00	300,000.00	150,000.00	50.0
TOTAL TRANSFERS	.00	150,000.00	300,000.00	150,000.00	50.0
TOTAL FUND REVENUE	.00	175,043.10	312,000.00	136,956.90	56.1

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

WATER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
42-47-7555 WMP - IMPLIMENTATION PROJECTS	368.45	164,731.16	550,000.00	385,268.84	30.0
TOTAL CAPITAL OUTLAY	368.45	164,731.16	550,000.00	385,268.84	30.0
<u>CONTINGENCY</u>					
42-48-7999 WATER MASTER PLAN CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
TOTAL CONTINGENCY	.00	.00	30,000.00	30,000.00	.0
TOTAL FUND EXPENDITURES	368.45	164,731.16	580,000.00	415,268.84	28.4
NET REVENUE OVER EXPENDITURES	(368.45)	10,311.94	(268,000.00)	(278,311.94)	3.9

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

81 WATER REVENUE BOND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>						
43-36-4120	INTEREST INCOME	.00	85.82	.00	(85.82)	.0
	TOTAL OTHER INCOME	.00	85.82	.00	(85.82)	.0
	TOTAL FUND REVENUE	.00	85.82	.00	(85.82)	.0
	NET REVENUE OVER EXPENDITURES	.00	85.82	.00	(85.82)	.0

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

WATER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
47-34-4550 WATER DEBT REVENUE	.00	102,768.55	148,650.00	45,881.45	69.1
TOTAL UTILITY BILLING	.00	102,768.55	148,650.00	45,881.45	69.1
<u>OTHER INCOME</u>					
47-36-4120 INTEREST INCOME	.00	1,876.68	1,200.00	(676.68)	156.4
TOTAL OTHER INCOME	.00	1,876.68	1,200.00	(676.68)	156.4
TOTAL FUND REVENUE	.00	104,645.23	149,850.00	45,204.77	69.8

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	8,550.00	8,650.00	100.00	98.8
TOTAL DEBT SERVICE	.00	38,550.00	243,650.00	205,100.00	15.8
TOTAL FUND EXPENDITURES	.00	38,550.00	243,650.00	205,100.00	15.8
NET REVENUE OVER EXPENDITURES	.00	66,095.23	(93,800.00)	(159,895.23)	70.5

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
49-36-4120 INTEREST INCOME	.00	2,643.76	1,200.00	(1,443.76)	220.3
TOTAL OTHER INCOME	.00	2,643.76	1,200.00	(1,443.76)	220.3
<u>WATER SDC FEES</u>					
49-38-4935 REIMB FEES - WTR SDC FUND	1,104.00	6,624.00	9,800.00	3,176.00	67.6
49-38-4940 IMP FEES - WTR SDC FND	11,850.00	71,100.00	82,000.00	10,900.00	86.7
TOTAL WATER SDC FEES	12,954.00	77,724.00	91,800.00	14,076.00	84.7
TOTAL FUND REVENUE	12,954.00	80,367.76	93,000.00	12,632.24	86.4

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

WATER SDC FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
49-47-7880 CONT MAT - IMP WTR	2,571.12	15,235.12	310,000.00	294,764.88	4.9
49-47-7885 CONT MAT - REIMB WTR	.00	819.00	225,000.00	224,181.00	.4
TOTAL CAPITAL OUTLAY	<u>2,571.12</u>	<u>16,054.12</u>	<u>535,000.00</u>	<u>518,945.88</u>	<u>3.0</u>
TOTAL FUND EXPENDITURES	<u>2,571.12</u>	<u>16,054.12</u>	<u>535,000.00</u>	<u>518,945.88</u>	<u>3.0</u>
NET REVENUE OVER EXPENDITURES	<u>10,382.88</u>	<u>64,313.64</u>	<u>(442,000.00)</u>	<u>(506,313.64)</u>	<u>14.6</u>

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
50-34-4640 SEWER SERVICE BASE	.00	538,920.92	769,000.00	230,079.08	70.1
50-34-4650 NEW SEWER CONNECTIONS	1,830.00	9,150.00	17,250.00	8,100.00	53.0
50-34-4660 SEWER MASTER PLAN	.00	54,982.95	82,000.00	27,017.05	67.1
TOTAL UTILITY BILLING	1,830.00	603,053.87	868,250.00	265,196.13	69.5
<u>OTHER INCOME</u>					
50-36-4120 INTEREST INCOME	.00	26,959.51	15,000.00	(11,959.51)	179.7
50-36-4150 MISC RECEIPTS - SEWER	.00	1,036.53	1,000.00	(36.53)	103.7
TOTAL OTHER INCOME	.00	27,996.04	16,000.00	(11,996.04)	175.0
TOTAL FUND REVENUE	1,830.00	631,049.91	884,250.00	253,200.09	71.4

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

SEWER OPERATING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PERSONNEL SERVICES</u>					
50-41-5055 MAINT WORKER WAGES	6,640.06	80,296.64	110,075.00	29,778.36	73.0
50-41-5056 EXTRA LABOR WAGES	.00	.00	2,000.00	2,000.00	.0
50-41-5057 OFFICE ASST WAGE	9,424.71	107,185.03	121,441.00	14,255.97	88.3
50-41-5058 SUPER PUB WORKS	3,080.99	26,621.42	39,508.00	12,886.58	67.4
50-41-5059 PLANT OP WAGES	4,745.15	55,694.51	98,657.00	42,962.49	56.5
50-41-5064 STANDBY - SEWER	.00	.00	2,000.00	2,000.00	.0
50-41-5065 OVERTIME SEWER	.00	3,789.21	7,000.00	3,210.79	54.1
50-41-5075 ACCRUED VAC - COMP TIME	.00	.00	8,000.00	8,000.00	.0
50-41-5082 CITY MANAGER WAGES	1,373.54	10,997.29	11,970.00	972.71	91.9
50-41-5085 MAYOR & COUNCIL STIPEND	75.00	750.00	1,500.00	750.00	50.0
50-41-5152 PAYROLL EXP - SEWER	13,754.48	154,861.40	280,462.00	125,600.60	55.2
TOTAL PERSONNEL SERVICES	39,093.93	440,195.50	682,613.00	242,417.50	64.5
<u>MATERIALS & SERVICES</u>					
50-45-6110 ELECTRICITY - SEWER	2,658.26	22,951.04	32,000.00	9,048.96	71.7
50-45-6455 EMERGENCY MANAGEMENT	.00	.00	1,000.00	1,000.00	.0
50-45-6520 BLDG MAINT - SEWER	.00	175.46	3,500.00	3,324.54	5.0
50-45-6530 TELEPHONE & TELEMETRY	63.38	4,934.25	6,500.00	1,565.75	75.9
50-45-6534 PLANT CHEMICALS & SUP	2,906.58	50,764.70	45,000.00	(5,764.70)	112.8
50-45-6551 ADMIN & BILLING	1,355.94	25,034.02	25,000.00	(34.02)	100.1
50-45-6570 INS - VEHICLE, LIAB, EQUIP, BL	.00	39,100.71	40,000.00	899.29	97.8
50-45-6574 AUDIT - SEWER	.00	9,438.12	11,000.00	1,561.88	85.8
50-45-6580 FUEL & OIL	498.72	6,361.81	15,000.00	8,638.19	42.4
50-45-6690 VEHICLE MAINT, SUP & REP	.00	1,588.57	13,000.00	11,411.43	12.2
50-45-6740 I & I WORK	.00	9,913.75	26,000.00	16,086.25	38.1
50-45-6745 REQUIRED TESTING	.00	.00	2,000.00	2,000.00	.0
50-45-6750 SYSTEM MAINT & SUPPLY	560.39	63,329.17	65,000.00	1,670.83	97.4
50-45-6831 DUES	.00	150.00	700.00	550.00	21.4
50-45-6850 ATTORNEY	.00	2,632.00	2,500.00	(132.00)	105.3
50-45-6851 ENGINEERING	.00	1,992.00	25,200.00	23,208.00	7.9
50-45-6915 TRAVEL & TRAINING - STAFF	.00	1,243.70	5,000.00	3,756.30	24.9
50-45-6945 METER READERS	.00	11,467.92	6,400.00	(5,067.92)	179.2
50-45-6951 ORDINANCE ENFORCEMENT	.00	.00	500.00	500.00	.0
TOTAL MATERIALS & SERVICES	8,043.27	251,077.22	325,300.00	74,222.78	77.2
<u>CAPITAL OUTLAY</u>					
50-47-7602 PW MOBILE EQUIP REPLACE PLAN	.00	40,296.15	40,000.00	(296.15)	100.7
TOTAL CAPITAL OUTLAY	.00	40,296.15	40,000.00	(296.15)	100.7

CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	22,500.00	45,000.00	22,500.00	50.0
50-49-8033 TRNSFR TO - SEWER MASTER PLAN	.00	37,500.00	75,000.00	37,500.00	50.0
TOTAL TRANSFERS	.00	60,000.00	120,000.00	60,000.00	50.0
TOTAL FUND EXPENDITURES	47,137.20	791,568.87	1,197,913.00	406,344.13	66.1
NET REVENUE OVER EXPENDITURES	(45,307.20)	(160,518.96)	(313,663.00)	(153,144.04)	(51.2)

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

SEWER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
52-36-4120 INTEREST INCOME	.00	15,049.10	9,000.00	(6,049.10)	167.2
TOTAL OTHER INCOME	.00	15,049.10	9,000.00	(6,049.10)	167.2
<u>TRANSFERS</u>					
52-39-4032 TRNSFR IN - FROM SEWER OPER	.00	37,500.00	75,000.00	37,500.00	50.0
TOTAL TRANSFERS	.00	37,500.00	75,000.00	37,500.00	50.0
TOTAL FUND REVENUE	.00	52,549.10	84,000.00	31,450.90	62.6

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

SEWER MASTER PLAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL OUTLAY</u>					
52-47-7555 WWMP-IMPLIMENTATION PROJECTS	.00	.00	60,000.00	60,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	60,000.00	60,000.00	.0
<u>CONTINGENCY</u>					
52-48-7999 CONTINGENCY - SWR	.00	.00	9,000.00	9,000.00	.0
TOTAL CONTINGENCY	.00	.00	9,000.00	9,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	69,000.00	69,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	52,549.10	15,000.00	(37,549.10)	350.3

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CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

SEWER DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UTILITY BILLING</u>					
56-34-4650 SEWER DEBT REVENUE	.00	171,370.00	245,000.00	73,630.00	70.0
TOTAL UTILITY BILLING	.00	171,370.00	245,000.00	73,630.00	70.0
<u>OTHER INCOME</u>					
56-36-4120 INTEREST INCOME	.00	10,860.14	6,000.00	(4,860.14)	181.0
TOTAL OTHER INCOME	.00	10,860.14	6,000.00	(4,860.14)	181.0
TOTAL FUND REVENUE	.00	182,230.14	251,000.00	68,769.86	72.6

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	9,150.00	9,375.00	225.00	97.6
TOTAL DEBT SERVICE	.00	209,150.00	209,375.00	225.00	99.9
TOTAL FUND EXPENDITURES	.00	209,150.00	209,375.00	225.00	99.9
NET REVENUE OVER EXPENDITURES	.00	(26,919.86)	41,625.00	68,544.86	(64.7)

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CITY OF ROCKAWAY BEACH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2024

SEWER SDC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER INCOME</u>					
59-36-4120 INTEREST INCOME	.00	2,607.92	3,200.00	592.08	81.5
TOTAL OTHER INCOME	.00	2,607.92	3,200.00	592.08	81.5
<u>FEES</u>					
59-38-4935 REIMB FEES - SEWER SDC	2,956.00	14,780.00	25,000.00	10,220.00	59.1
59-38-4940 IMP FEES - SEWER SDC	5,290.00	26,450.00	65,000.00	38,550.00	40.7
TOTAL FEES	8,246.00	41,230.00	90,000.00	48,770.00	45.8
TOTAL FUND REVENUE	8,246.00	43,837.92	93,200.00	49,362.08	47.0

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CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	18,916.64	18,916.64	100,000.00	81,083.36	18.9
TOTAL CAPITAL OUTLAY	<u>18,916.64</u>	<u>18,916.64</u>	<u>200,000.00</u>	<u>181,083.36</u>	<u>9.5</u>
TOTAL FUND EXPENDITURES	<u>18,916.64</u>	<u>18,916.64</u>	<u>200,000.00</u>	<u>181,083.36</u>	<u>9.5</u>
NET REVENUE OVER EXPENDITURES	<u>(10,670.64)</u>	<u>24,921.28</u>	<u>(106,800.00)</u>	<u>(131,721.28)</u>	<u>23.3</u>

DRAFT

CITY OF ROCKAWAY BEACH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

TRANSIENT ROOM TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ROOM TAX REVENUES</u>					
80-31-4710 TRT REVENUE 5%	.00	913,547.72	1,200,000.00	286,452.28	76.1
80-31-4711 TRT REVENUE 2% - ADV	.00	365,419.00	480,000.00	114,581.00	76.1
80-31-4712 TRT REVENUE 2% - CTY	.00	365,419.00	480,000.00	114,581.00	76.1
80-31-4713 TRT REVENUE 1% - CTY	.00	182,709.51	240,000.00	57,290.49	76.1
TOTAL ROOM TAX REVENUES	.00	1,827,095.23	2,400,000.00	572,904.77	76.1
<u>OTHER INCOME</u>					
80-36-4120 INTEREST INCOME - TRT	.00	10,983.76	7,500.00	(3,483.76)	146.5
TOTAL OTHER INCOME	.00	10,983.76	7,500.00	(3,483.76)	146.5
TOTAL FUND REVENUE	.00	1,838,078.99	2,407,500.00	569,421.01	76.4

DRAFT

CITY OF ROCKAWAY BEACH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

TRANSIENT ROOM TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MATERIALS & SERVICES</u>					
80-45-6533	ADVERTISING - MEDIA AGT	604.88	140,070.47	197,211.00	57,140.53 71.0
80-45-6534	ADVERTISING - WEBSITE CTY	.00	2,357.10	75,000.00	72,642.90 3.1
80-45-6535	ADVERTISING/TOURISM AGT	.00	3,646.50	55,000.00	51,353.50 6.6
80-45-6536	ROCKAWAY LIONS EVENTS	.00	1,218.00	2,000.00	782.00 60.9
80-45-6537	FIREWORKS	15,000.00	73,258.00	75,000.00	1,742.00 97.7
80-45-6538	TOURISM PROMO AND FACILITIES	.00	600.00	85,000.00	84,400.00 .7
80-45-6634	ADVERTISING - OTHER CTY	.00	135.00	95,000.00	94,865.00 .1
	TOTAL MATERIALS & SERVICES	15,604.88	221,285.07	584,211.00	362,925.93 37.9
<u>CONTINGENCY</u>					
80-46-6999	OPERATING CONTINGENCY - TRT	.00	.00	10,000.00	10,000.00 .0
	TOTAL CONTINGENCY	.00	.00	10,000.00	10,000.00 .0
<u>TRANSFERS</u>					
80-49-8024	TO - GF POLICE	.00	172,460.00	344,921.00	172,461.00 50.0
80-49-8025	TO - GENERAL FUND	.00	62,205.00	124,405.00	62,200.00 50.0
80-49-8026	TO - FIRE TRK RES	.00	185,803.00	371,607.00	185,804.00 50.0
80-49-8036	TO - P & E RESERVE	.00	595,240.00	1,190,481.00	595,241.00 50.0
80-49-8041	TO - ROADS & STREETS	.00	185,460.00	370,926.00	185,466.00 50.0
80-49-8044	TO - GF CITY BEAUTIF	.00	2,500.00	5,000.00	2,500.00 50.0
80-49-8046	TO - GF FIRE	.00	210,912.00	421,825.00	210,913.00 50.0
	TOTAL TRANSFERS	.00	1,414,580.00	2,829,165.00	1,414,585.00 50.0
	TOTAL FUND EXPENDITURES	15,604.88	1,635,865.07	3,423,376.00	1,787,510.93 47.8
	NET REVENUE OVER EXPENDITURES	(15,604.88)	202,213.92	(1,015,876.00)	(1,218,089.92) 19.9

Rockaway Beach Fire Rescue

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



April 30, 2024

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 April 2024.

The Department responded to or participated in 43 events during the month of April, the breakdown is listed below.

911 calls for Service: 17	Trainings: 12	Non-Emergent: 14
14- Medical	Lifeflight	6- Beach Safety
0- Fire Alarm	Water Rescue	2- Public Assist
2- Structure Fire	Firefighter down	0- Lift Assist
0- Water Rescue	Air Management	2- Burn Complaints
1- MVA	EMT Class	4- Radio call-ins
0- Outside Fire		0- Special Assignments
0-Powerlines		

Year to Date	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
911 Calls	93	124	129	96
Non-Emergent	53	53	75	49
Trainings	26	48	47	50
Total	172	225	251	195

Training update- The department focused April Thursday night trainings on Mayday, Firefighter down, Water Rescue, SCBA use and EMT training. May training will focus on Firefighter skills, Structure Fire procedures, Beach Rescue and EMT class.

During the month of April crews were on the beach 6 times providing information to citizens and visitors. Continue to work with State Parks to better coordinate our safety and enforcement actions on the Beach.

	March	YTD
Fire safety\Educational Moments-	0	3
Water Safety Messages\Out of Water- Stickers to kids-	2\3-person	9/17
0	0	
Educational signs reset-	0	0
Education Signs Replaced-	0	0
Fires extinguished-	2	4
Volunteer Hours	2	15

The Emergency Preparedness group, CERT and Radio group continue to meet and increase skill levels, Riptide safety was the subject at this month's preparedness meeting. The CERT group is preparing to complete practical exercises to build on the knowledge they gained from the original training. Radio group continues performing weekly checks and has made repairs to the radio shack.. A regional grant to supply our response readiness has been submitted and will really be a boost to our disaster readiness if successful.

Projects- Continue working on Emergency management and preparedness, complete revising the Fire Department policy manual, Re-rate the cities ISO, continue to explore grant options, update the community wildfire protection plan, EMT class, continue recruiting and training.

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

Respectfully submitted,

Todd Hesse
Fire Chief
Rockaway Beach Fire Rescue



TILLAMOOK COUNTY SHERIFF'S OFFICE

CONSERVATORS OF THE PEACE

Sheriff Joshua Brown

Rockaway Beach Patrol

Month of April 2024

April kept pace with March in so much as there was a steady call volume, but not too many criminal cases. As we get closer to summer, Rockaway will begin hosting some events that will be certain to bring extra visitors to town. Road improvement projects have begun in some parts of the city, please be vigilant in the work zones or use other streets to move around town.

Notable calls for service this month include a report of a hit and run where a fence was damaged. High quality surveillance cameras led to the identification of the person responsible. The parties agreed to settle the matter amongst themselves.

An adult male called dispatch to turn himself in on a probation violation warrant. The warrant was confirmed, and the male was taken into custody without incident.

Multiple calls came in about a disturbance and assault at a vacation rental. Deputies responded and conducted an investigation. Initially no charges were sought by anyone involved. This investigation is still ongoing.

Two juveniles were reported missing from the Middle School and High School. They were siblings that had not returned home from school as expected. They were located shortly after the report was made and were united with their parents.

Other call numbers are noted in the statistics report provided.

Undersheriff Matt Kelly

<u>Incident Address City</u>	<u>Incident Date And Time</u>	<u>Incident Type</u>	<u>Incident Unit ID</u>
Rockaway Beach	04/01/2024 00:26:04	BUSINESS CHECK	225
Rockaway Beach	04/01/2024 11:30:21	Crim Misch	210
Rockaway Beach	04/01/2024 21:24:09	Follow Up	225
Rockaway Beach	04/02/2024 08:55:35	Traffic Stop	210
Rockaway Beach	04/02/2024 09:20:34	Follow Up	210
Rockaway Beach	04/02/2024 09:30:46	Follow Up	210
Rockaway Beach	04/02/2024 10:54:07	Follow Up	210
Rockaway Beach	04/02/2024 13:25:16	Animal	210
Rockaway Beach	04/02/2024 14:18:10	Animal	210
Rockaway Beach	04/02/2024 22:20:18	Traffic Stop	225
Rockaway Beach	04/03/2024 12:25:41	Traffic Stop	215
Rockaway Beach	04/03/2024 13:12:51	Traffic Stop	215
Rockaway Beach	04/03/2024 14:03:56	Home Check	210
Rockaway Beach	04/03/2024 14:34:59	BUSINESS CHECK	210
Rockaway Beach	04/03/2024 14:47:24	Home Check	215
Rockaway Beach	04/03/2024 19:10:24	BUSINESS CHECK	215
Rockaway Beach	04/03/2024 20:02:54	Suspicious	216
Rockaway Beach	04/04/2024 18:43:44	80	215
Rockaway Beach	04/05/2024 21:56:58	BUSINESS CHECK	215
Rockaway Beach	04/06/2024 23:30:46	Contact	215
Rockaway Beach	04/07/2024 00:01:49	BUSINESS CHECK	215
Rockaway Beach	04/07/2024 01:50:18	BUSINESS CHECK	215
Rockaway Beach	04/07/2024 10:56:23	BUSINESS CHECK	210
Rockaway Beach	04/07/2024 12:54:42	Contact	210
Rockaway Beach	04/07/2024 13:18:56	Property	210
Rockaway Beach	04/07/2024 14:22:40	Follow Up	210
Rockaway Beach	04/07/2024 20:20:01	Traffic Stop	225
Rockaway Beach	04/07/2024 22:47:22	BUSINESS CHECK	225
Rockaway Beach	04/07/2024 22:51:01	Traffic Stop	225
Rockaway Beach	04/08/2024 05:14:25	Harassment	210
Rockaway Beach	04/08/2024 08:11:49	Follow Up	210
Rockaway Beach	04/08/2024 13:31:11	Follow Up	210
Rockaway Beach	04/08/2024 13:56:47	Narcotics	210
Rockaway Beach	04/08/2024 15:42:14	Traffic Stop	210
Rockaway Beach	04/09/2024 08:22:26	Traffic Stop	210
Rockaway Beach	04/09/2024 13:46:30	Property	214
Rockaway Beach	04/09/2024 14:20:02	Civil Service	214
Rockaway Beach	04/09/2024 15:50:49	BUSINESS CHECK	210
Rockaway Beach	04/09/2024 15:56:26	Traffic Stop	210
Rockaway Beach	04/09/2024 16:07:51	Traffic Stop	210
Rockaway Beach	04/09/2024 18:23:34	Assist	225
Rockaway Beach	04/10/2024 13:13:51	Traffic Stop	215
Rockaway Beach	04/10/2024 20:54:44	Fraud	217

Rockaway Beach	04/11/2024 17:19:24	Civil	215
Rockaway Beach	04/11/2024 23:45:31	Suicidal	217
Rockaway Beach	04/12/2024 09:34:30	Traffic	211
Rockaway Beach	04/12/2024 13:31:21	Traffic Stop	215
Rockaway Beach	04/13/2024 14:58:41	Traffic	215
Rockaway Beach	04/13/2024 21:37:23	7	215
Rockaway Beach	04/14/2024 11:01:28	Civil Service	210
Rockaway Beach	04/14/2024 11:18:08	BUSINESS CHECK	210
Rockaway Beach	04/14/2024 11:35:52	Hit & Run	210
Rockaway Beach	04/14/2024 14:24:37	Suspicious	210
Rockaway Beach	04/14/2024 16:18:15	Assist	210
Rockaway Beach	04/14/2024 16:22:26	Traffic Stop	210
Rockaway Beach	04/14/2024 22:12:50	Traffic Stop	225
Rockaway Beach	04/14/2024 22:32:59	Traffic Stop	225
Rockaway Beach	04/15/2024 10:12:13	Follow Up	210
Rockaway Beach	04/15/2024 14:39:58	Trespass	210
Rockaway Beach	04/15/2024 16:01:42	Traffic	210
Rockaway Beach	04/15/2024 16:16:35	Follow Up	210
Rockaway Beach	04/16/2024 09:58:00	Structure Fire	210
Rockaway Beach	04/16/2024 13:31:15	Suspicious	210
Rockaway Beach	04/16/2024 14:29:29	Assist	210
Rockaway Beach	04/16/2024 20:52:14	Civil Service	225
Rockaway Beach	04/16/2024 20:59:07	Traffic Stop	225
Rockaway Beach	04/16/2024 22:20:35	Civil Service	225
Rockaway Beach	04/17/2024 08:24:58	Traffic Stop	210
Rockaway Beach	04/17/2024 08:39:43	Traffic Stop	210
Rockaway Beach	04/17/2024 08:48:47	Traffic Stop	210
Rockaway Beach	04/17/2024 09:05:47	Follow Up	210
Rockaway Beach	04/17/2024 10:07:05	Assist	210
Rockaway Beach	04/17/2024 13:16:43	Assist	215
Rockaway Beach	04/18/2024 08:58:29	Suspicious	211
Rockaway Beach	04/18/2024 08:58:29	Suspicious	215
Rockaway Beach	04/18/2024 12:48:30	Assist	215
Rockaway Beach	04/18/2024 12:55:51	Unwanted	215
Rockaway Beach	04/18/2024 13:01:19	Suspicious	211
Rockaway Beach	04/18/2024 18:34:18	Follow Up	229
Rockaway Beach	04/18/2024 19:29:47	Follow Up	229
Rockaway Beach	04/19/2024 12:22:38	Assist	215
Rockaway Beach	04/19/2024 15:37:49	Civil Service	211
Rockaway Beach	04/19/2024 15:40:49	Civil Service	211
Rockaway Beach	04/19/2024 15:45:21	Civil Service	211
Rockaway Beach	04/19/2024 15:58:30	Civil Service	211
Rockaway Beach	04/19/2024 16:44:13	Abuse/Neglect	211
Rockaway Beach	04/19/2024 16:50:05	Warrant	217

Rockaway Beach	04/19/2024 16:50:05	Warrant	215
Rockaway Beach	04/19/2024 19:53:34	Traffic	215
Rockaway Beach	04/20/2024 09:16:19	Vehicle	211
Rockaway Beach	04/20/2024 18:22:14	Civil Service	215
Rockaway Beach	04/20/2024 18:24:50	Civil Service	215
Rockaway Beach	04/20/2024 18:27:41	Civil Service	215
Rockaway Beach	04/20/2024 18:38:21	Civil Service	215
Rockaway Beach	04/20/2024 18:47:01	Civil Service	215
Rockaway Beach	04/21/2024 09:13:06	Warrant	210
Rockaway Beach	04/21/2024 10:13:15	Civil Service	210
Rockaway Beach	04/21/2024 10:13:15	Civil Service	210
Rockaway Beach	04/21/2024 10:16:15	Civil Service	210
Rockaway Beach	04/21/2024 10:36:02	Civil Service	210
Rockaway Beach	04/21/2024 14:05:36	Property	214
Rockaway Beach	04/21/2024 15:00:30	Suspicious	214
Rockaway Beach	04/21/2024 17:12:18	Abuse/Neglect	225
Rockaway Beach	04/21/2024 18:40:14	Harassment	225
Rockaway Beach	04/21/2024 22:50:05	Uncon/Not Breathing	225
Rockaway Beach	04/21/2024 23:43:54	BUSINESS CHECK	225
Rockaway Beach	04/22/2024 09:47:39	Civil Service	210
Rockaway Beach	04/22/2024 14:29:43	Assist	210
Rockaway Beach	04/22/2024 16:11:40	Follow Up	210
Rockaway Beach	04/22/2024 19:14:21	Follow Up	225
Rockaway Beach	04/23/2024 09:04:53	Welfare check	210
Rockaway Beach	04/23/2024 09:29:01	Assist	210
Rockaway Beach	04/23/2024 17:00:29	Assist	225
Rockaway Beach	04/24/2024 11:44:58	BUSINESS CHECK	215
Rockaway Beach	04/24/2024 14:02:59	Traffic	215
Rockaway Beach	04/24/2024 16:18:00	Follow Up	215
Rockaway Beach	04/24/2024 17:45:22	Follow Up	215
Rockaway Beach	04/24/2024 22:15:44	Suspicious	225
Rockaway Beach	04/24/2024 23:06:29	7	225
Rockaway Beach	04/24/2024 23:06:29	Traffic Stop	225
Rockaway Beach	04/25/2024 10:57:14	Traffic	215
Rockaway Beach	04/25/2024 12:31:54	BUSINESS CHECK	215
Rockaway Beach	04/25/2024 13:17:37	Traffic Stop	215
Rockaway Beach	04/25/2024 15:48:06	Traffic Stop	215
Rockaway Beach	04/25/2024 16:43:15	Traffic Stop	215
Rockaway Beach	04/25/2024 23:26:00	BUSINESS CHECK	217
Rockaway Beach	04/26/2024 11:49:27	Traffic	215
Rockaway Beach	04/26/2024 13:00:08	Traffic Stop	215
Rockaway Beach	04/26/2024 18:40:47	57	215
Rockaway Beach	04/26/2024 22:44:15	Suspicious	217
Rockaway Beach	04/27/2024 11:58:53	Civil	215

Rockaway Beach	04/27/2024 18:25:36	Stalking	215
Rockaway Beach	04/27/2024 18:47:16	Assist	217
Rockaway Beach	04/28/2024 19:12:45	Suspicious	225
Rockaway Beach	04/28/2024 21:45:39	Assault	230
Rockaway Beach	04/28/2024 21:45:39	Assault	225
Rockaway Beach	04/28/2024 23:08:49	Disturbance	230
Rockaway Beach	04/28/2024 23:08:49	Disturbance	225
Rockaway Beach	04/28/2024 23:27:14	Follow Up	225
Rockaway Beach	04/29/2024 09:07:23	Follow Up	210
Rockaway Beach	04/29/2024 14:12:53	Assist	210
Rockaway Beach	04/29/2024 14:14:51	Home Check	210
Rockaway Beach	04/29/2024 20:44:14	Follow Up	225
Rockaway Beach	04/30/2024 02:08:16	Incom 911	225
Rockaway Beach	04/30/2024 10:40:05	CAMI	223
Rockaway Beach	04/30/2024 12:23:07	Property	214
Rockaway Beach	04/30/2024 13:26:59	MVA	210
Rockaway Beach	04/30/2024 15:41:06	Medical	210
Rockaway Beach	04/30/2024 22:00:47	Traffic Stop	225
Rockaway Beach	04/30/2024 22:08:10	Traffic Stop	225
Rockaway Beach	04/30/2024 22:21:40	Traffic Stop	225
Rockaway Beach	04/30/2024 22:45:10	BUSINESS CHECK	225
Rockaway Beach	04/30/2024 22:50:39	Traffic Stop	225



5/1/24

Dear Mayor, City Council and City Manager

Public Works Department Council Report:

Water Operations: The first cleaning of the Jetty Creek water impoundment, which was scheduled and executed, has been completed successfully. This required careful coordination with water production, staff, and other ongoing projects in the city. I appreciated the dedication of all involved in ensuring the project's success.

Water Distribution: As I mentioned last month the city is moving forward with a priority 1 capital improvement project. Notices for the S. Pacific project was sent to owners on 4/23/24. I have received a few phone calls, most looking for more information, all with good things to say. Thank you to the homeowners on S. Pacific Street, it is much appreciated as we strive to make your town better. New federal and state rules require water systems to create an inventory of all service lines in our system and submit it to Oregon Health Authority to identify and prioritize removal of all lead service lines. The inventory must be completed and submitted by October 16, 2024. With that our public works crew is and will continue to be very busy inspecting all water meter connections within our system. With our highly skilled operators and staff I anticipate a successful inventory submitted on time.

Wastewater Operation: It is time once again to utilize the biobags at the sewer treatment plant. These large black bags play a crucial role in our wastewater management process. The biobags function as a containment system for biosolids, allowing for the separation and dewatering of solid waste from the liquid component of the sewage. Once wastewater enters the biobags, gravity and pressure along with a polymer facilitate the separation process, with the liquid portion draining back into the waste plant while the solid waste remains contained within the bag. Over time microbial activity within the biobags further breaks down and stabilizes the organic matter, reducing odor and volume. This process ultimately results in the formation of dewatered biosolids that are easier to handle and cheaper to dispose of.

Wastewater Collections: I discussed this a little last month, on 4/2/24 public works scheduled with Westcoast CIPP Supply to address the sewer line issues. Despite initial challenges encountered during this project, quick adaptation led to the successful completion of the sewer replacement project. on 4/8/24, public works scheduled with Black Rock Underground to execute the pipe bursting project behind Ricks Roadhouse and neighboring businesses. The pipe bursting project was a success.

Roads: The roads department keeps taking hits. The city's brush cutter that is mounted on our ford tractor is currently out of commission. Boyd's Implement has been working on the controls, last word from the mechanics was this part has not been made in 10 years and they are not easily found. We will continue our efforts to repair the brush cutter and I will keep you updated. Now for some positive news public works will be doing an inhouse drainage project this project is located on Juniper St. between S.

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



2nd and Nehalem St. we will be installing approximately 60 feet of culvert and a catch basin. This drainage project will help homeowners with flooding.

Parks: Anchor St. Park is making remarkable progress, and I couldn't be prouder of our city's commitment to its success. It's not every day that we're afforded the resources to see a project through in a manner that ensures its long-term benefits. The dedication and effort that the city has put into facilitating this project are truly commendable. You've probably noticed those No Access Signs disappearing from our state parks access. It's a welcome relief for all of us, especially those tired of explaining why they were up in the first place. Let's cross our fingers and hope they stay down for good. Cheers to our Parks.

Thank you,

Dan W. Emerson, Superintendent
City of Rockaway Beach Public Works
P: 503.374.0586 / C: 503.457.6094
PublicWorks@corb.us



City of Rockaway Beach, Oregon

276 S. Highway 101, PO Box 5

Rockaway Beach, OR 97136

(503) 374-1752

www.corb.us

MEMORANDUM

TO: Rockaway Beach City Council and Luke Shepard, City Manager
FROM: Mary Johnson, City Planner
DATE: April 30, 2024

RE: Planning Department Monthly Report

The Rockaway Beach Planning Commission met on Thursday, April 18th. The Commissioners held a public hearing to consider Variance #24-01 to increase the maximum allowable size of an accessory dwelling unit to be constructed in a pre-existing general-purpose building located at 911 S. Coral Street. The Commissioners unanimously approved the variance request. Staff made a presentation on the Zoning Ordinance, Section 4.050, Sign Requirements. Staff outlined administrative issues with this code section and provided suggested updates for consideration. Public comment was received encouraging additional consideration for “dark skies” language to be incorporated into the ordinance update. Staff will prepare a draft ordinance and present it to the Planning Commission for consideration at their next meeting. Staff made a second presentation on the City’s grant programs, outlining the three grants currently offered by the City and eligible projects for each. City Manager Shepard shared some of the challenges that applicants and the City Council currently face with the grant programs. City Manager Shepard requested that the Planning Commission start their review with Community Grant program as it would open to the public first. Staff provided a template grant scoring matrix for consideration.

The City Planner’s monthly report consisted of the following:

- In March 2024, staff approved zoning permits for 2 substantial interior/exterior remodel projects and 2 new single-family dwellings.
- Status updates on the Anchor Street and Wayside projects.
- Staff met with Cascadia Partners for the first Project Management Team meeting to kick-off the middle housing code update project.
- Staff provided an update on software companies that specialize in STR management.

Upcoming work for the Planning Commission:

- A variance hearing will be held in May.
- Review draft changes to Zoning Ordinance §4.050 Sign Requirements.

**CITIZEN TESTIMONY
SUBMITTED FOR
MAY 8, 2024
CITY COUNCIL MEETING**

From: Newton Development <contact@newtondevco.com>
Sent: Monday, April 22, 2024 12:57 PM
To: Melissa Thompson
Subject: Duplex Development 52 East Washington.

Hi There,

As a community member and local property owner I want to submit the following testimonial to the city for consideration in an upcoming STR permit amendment decision.

My name is Saul Newton, I was born and raised in Oregon and have spent summers in Rockaway Beach for the past 20 years ever since my family purchased a home in the Nedonna beach neighborhood. We love the city and want the community and local businesses to thrive.

To help with that goal and as an investment we decided in January of 2023 to purchase an empty lot just south of the city center at 52 East Washington street and to develop new housing. We began by contacting the city planner at that time Jenny Ketner and were in contact with her weekly as the project progressed. As you know there are many steps in building a new development starting with the architectural designs, engineering and permitting phases. We made our intentions clear to the city planner and were given valuable information along the way. One detail that we discussed was that Rockaway did not have a cap on short term rentals and did not plan on enacting one. We therefore continued with the project diligently checking off steps and moving forward.

By November 2023 we had full plans and engineering back along with surveying to divide the lot into two plots. Around this time we discovered that Mary was now replying from the city planner email address and had taken over that role. We were now ready to move into the permitting process which had to begin with county engineering to assess and permit driveways to each unit, followed by zoning permits and then building permits. Again this whole time we had been emailing back and forth with the city planner to confirm details and order of operation. We got the driveway permits approved on 2/28/24 and were ready to move to zoning permits. On this same day a family friend sent me a screen shot from a Facebook page associated with the Rockaway community that spoke of an upcoming vote on capping STR permits. At this point we had put more than a year of work along with nearly \$300k of investment into this project with the assurance from the city that no STR cap was in place or being considered. No one from the city ever reached out to us with a warning to adjust time frames or reconsider the project. Instead upon seeing the Facebook post we were forced to reach out and did confirm with the city planner that this cap could be coming. At this point we had less than two months from the deadline to submit and get approval for both Zoning and Building permits. Mary the new city planner tried her best to get the zoning permits back quickly and even emailed the county to help expedite the building permits which we did finally get back on April 9th, just 9 days after the established deadline.

If we had been given reasonable notice in writing by the city that this STR permit cap was to be enacted we could have possibly adjusted and sped things up. As it happened, we were given no notice and therefore could not adjust in time. This newly imposed restriction on our developments ability to generated income from short term rentals will cause extensive material damage to our projects profitability and if known earlier would have caused us to not move forward with the investment.

The city had our building plans in hand and zoning permits approved prior to the March 31st deadline. Based on all the details above we are asking that an exception to the newly imposed cap be granted for our project and that we are allowed to apply for and receive short term rental permits for all 4 units of our project. We want this community to thrive and would love to help add additional tax revenue and employment for local contractors. We appreciate your time.

Saul Newton



☎ (503)516-7359

✉ CONTACT@NEWTONDEVCO.COM

**CITY OF ROCKAWAY BEACH, OREGON
ORDINANCE NO. 2024-05**

**AN ORDINANCE AMENDING CITY OF ROCKAWAY BEACH CODE OF
ORDINANCES CHAPTER 113, SECTION 113.02, RELATED TO SHORT-TERM
RENTALS UNDER-CONSTRUCTION WAITING LIST**

RECITALS:

1. The Rockaway Beach City Council on February 14, 2024 adopted Ordinance 2024-01 Amending City of Rockaway Beach Code of Ordinances Chapter 113 Related to Short-Term Rentals.
2. The City Council finds that updates to Section 113.02 are needed to amend the provisions regarding the (H) Under-construction waiting list.

Now, therefore, the City of Rockaway Beach ordains as follows:

Section 1. The City of Rockaway Beach Code of Ordinances, **Section 113.02 (H)** is hereby amended to read as follows, as presented in Attached Exhibit A (underline/strikeout version) and attached Exhibit B (clean version):

§ 113.02 Short-Term Rental License Application and Application Procedures.

.....

(H) Under-construction waiting list. Notwithstanding the new license waiting list, the City will also maintain a waiting list for residential properties under-construction. If, pursuant to a valid City zoning permit issued on or before March 29, 2024, an owner is actively constructing a residential structure that the owner intends to use as a short-term rental, the owner may submit a provisional application with the City and be placed on a waiting list created by the City for such provision applications. The City will time stamp each complete provisional application submitted to mark the date and time a complete provisional application was received by the City. It is each owner's responsibility to maintain correct information on file with the City while on the waiting list. The City Council may establish a fee by resolution for submitting a provisional application. The City Manager may develop policies for maintaining the under-construction waiting list. Positions on the under-construction waiting list are personal to an owner and non-transferrable.

Once issued a certificate of occupancy, an owner on the under-construction waiting list may contact the City in writing and submit a complete short-term rental license application. Failing to contact the City within thirty (30) days after obtaining a certificate of occupancy will void the provisional application and the owner will be removed from the under-construction waiting list. Once a short-term rental license application is submitted and deemed complete, notwithstanding the license cap established by §113.02(E), the City will issue the owner a license. Licenses issued to owners on the under-construction wait list may be renewed in subsequent consecutive

years notwithstanding the license cap established by §113.02(E). Failing to timely renew a license in any one year will forfeit the ongoing renewal preference.

An owner on the under-construction waiting list must obtain a certificate of occupancy for the applicable property and must submit a complete short-term rental license application and pay the application fee by March 29, 2026. After March 29, 2026, the under-construction waiting list will lapse and any remaining owners on the list will be transferred to the new license waiting list according to the time their provisional application was received by the City.

Section 2. Severability Clause. A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section, or part of this ordinance shall not affect the validity of the remaining parts to this ordinance.

Section 3. Effective Date. Pursuant to the Rockaway Beach City Charter, this ordinance shall become effective on the thirtieth day after its adoption.

1st reading by the Rockaway Beach City Council _____.

2nd reading by the Rockaway Beach City Council _____.

Adopted and Approved by the Rockaway Beach City Council _____.

Charles McNeilly, Mayor

City Council	Aye/Nay
Mary McGinnis	/
Tom Martine	/
Kristine Hayes	/
Alesia Franken	/
Penny Cheek	/

Attest:

Melissa Thompson, City Recorder

§ 113.02 SHORT-TERM RENTAL LICENSE APPLICATION AND APPLICATION PROCEDURES.

....

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(2) Once issued a certificate of occupancy, an owner on the under-construction waiting list may contact the city in writing and submit a complete short-term rental license application. Failing to contact the city within 30 days after obtaining a certificate of occupancy will void the provisional application and the owner will be removed from the under-construction waiting list. Once a short-term rental license application is submitted and deemed complete, notwithstanding the license cap established by division (E) above, the city will issue the owner a license. Licenses issued to owners on the under-construction wait list may be renewed in subsequent consecutive years notwithstanding the license cap established by division (E) above. Failing to timely renew a license in any one year will forfeit the ongoing renewal preference.

(3) An owner on the under-construction waiting list must obtain a certificate of occupancy for the applicable property and must ~~and~~ submit a complete short-term rental license application and pay the application fee by March 29, 2026. After March 29, 2026, the under-construction waiting list will lapse and any remaining owners on the list will be transferred to the new license waiting list according to the time their provisional application was received by the city.

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....

RESOLUTION NO. 2024-28

A RESOLUTION ADOPTING THE 2023 TILLAMOOK COUNTY MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN

WHEREAS, natural hazards threaten life, businesses, property, and environmental systems in the City of Rockaway Beach and throughout Tillamook County; and

WHEREAS, an understanding of the nature, extent, and potential impacts of natural hazards is the foundation for developing strategies to reduce or eliminate those impacts; and

WHEREAS, natural hazards mitigation planning is the process through which such understanding and strategies are developed and a process for implementation is established in the City or District Name and throughout Tillamook County; and

WHEREAS, it is in the interest of Tillamook County and the cities and special districts located therein to undertake natural hazards mitigation planning and implementation together as coordinated planning strengthens communities and better serves all; and

WHEREAS, Tillamook County and the Cities of Bay City, Garibaldi, Manzanita, Nehalem, Rockaway Beach, Tillamook, and Wheeler, the Port of Tillamook Bay, and the Port of Garibaldi previously prepared, implanted and updated multi-jurisdictional natural hazard mitigation plans in accordance with the Disaster Mitigation Act of 2000. These plans were each approved by the Federal Emergency Management Agency (FEMA) for a period of five years; and

WHEREAS, the Nehalem Bay Fire and Rescue District, the Nestucca Valley School District and the Tillamook People's Utility District have developed their first plans within the 2023 Tillamook County Multi-Jurisdictional Natural Hazard Mitigation Plan; and

WHEREAS, the 2016 Tillamook County Multi-Jurisdictional Natural Hazard Mitigation Plan update is the most recent and it expired on September 7, 2022; and

WHEREAS, having a natural hazards mitigation plan developed in accordance with the Disaster Mitigation Act of 2000 and approved by FEMA is a prerequisite for local government eligibility for certain federal pre- and post-disaster mitigation funds; and

WHEREAS, Tillamook County and the Cities of Bay City, Garibaldi, Manzanita, Nehalem, Rockaway Beach, Tillamook, and Wheeler, the Port of Tillamook Bay, the Port of Garibaldi Nehalem Bay Fire and Rescue District, the Nestucca Valley School District, and the Tillamook People's Utility District each participated in completing the 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, as a result of coordinated planning, the 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan is an integrated plan, without an individual addendum for each participating jurisdiction but with the necessary information for each; and

WHEREAS, adoption of the updated 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan is required for FEMA approval of the 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan and restored eligibility for certain federal pre- and post-disaster mitigation funds; and

WHEREAS, adoption of the updated 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan demonstrates the City of Rockaway Beach's commitment to reducing or eliminating the potential impacts of natural hazards and to achieving the Plan's goals.

NOW, THEREFORE, BE IT RESOLVED THAT

Section 1. The City of Rockaway Beach City Council hereby adopts the recitals above in support of this resolution

Section 2. The City of Rockaway Beach City Council hereby adopts the 2023 Tillamook County Multi-Jurisdictional Natural Hazards Mitigation Plan, attached as Exhibit A.

Section 3. This Resolution shall be effective immediately upon adoption.

APPROVED AND ADOPTED BY THE CITY COUNCIL THE 8TH DAY OF MAY 2024.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

RESOLUTION 2024-28: EXHIBIT A

2023 TILLAMOOK COUNTY
MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN
to be attached here

View online at:

https://corb.us/wp-content/uploads/2023/06/230419_Draft_Full_R2.pdf

RESOLUTION NO. 2024-29

A RESOLUTION ADOPTING A CYBERSECURITY POLICY

WHEREAS, the Rockway Beach City Council recognizes that information and the protection of information is required to serve our community; and

WHEREAS, the City Council seeks to ensure that appropriate measures are implemented to protect the City's and customers information; and

WHEREAS, the City wishes to further develop its foundation for an organizational culture of security.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The City of Rockway Beach City Council hereby adopts the City of Rockway Beach Cybersecurity Policy, attached as Exhibit A.

Section 2. This resolution shall be effective immediately upon adoption.

APPROVED AND ADOPTED BY THE CITY COUNCIL THE 8TH DAY OF MAY 2024.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder



**CITY OF ROCKAWAY BEACH
CYBERSECURITY POLICY**

POLICY NUMBER: 100.2	EFFECTIVE DATE: REVIEWED: REVISED:
CATEGORY: Administration	RELATED DOCUMENTS: Resolution 2024-29 – adopting this policy

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**** EXEMPT FROM DISCLOSURE UNDER ORS 192.355(46)****

City of Rockaway Beach
Cybersecurity Policy

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**** EXEMPT FROM DISCLOSURE UNDER ORS 192.355(46)****

City of Rockaway Beach
Cybersecurity Policy

Objective

The focus of this policy is to help the City of Rockaway Beach meet its objectives. We recognize that information and the protection of information is required to serve our citizens. We seek to ensure that appropriate measures are implemented to protect our citizen's information. This Cybersecurity Policy is designed to establish a foundation for an organizational culture of security. This policy will be reviewed regularly and approved by the City Council.

The purpose of this policy is to clearly communicate the City of Rockaway Beach security objectives and guidelines to minimize the risk of internal and external threats while taking advantage of opportunities that promote our objectives.

This policy applies to all City of Rockaway Beach elected officials, employees, contractors, consultants, and others specifically authorized to access information and associated assets owned, operated, controlled, or managed by the City of Rockaway Beach. Additionally, leadership must ensure that all contracts and similar agreements with business partners and service providers incorporate appropriate elements of this policy.

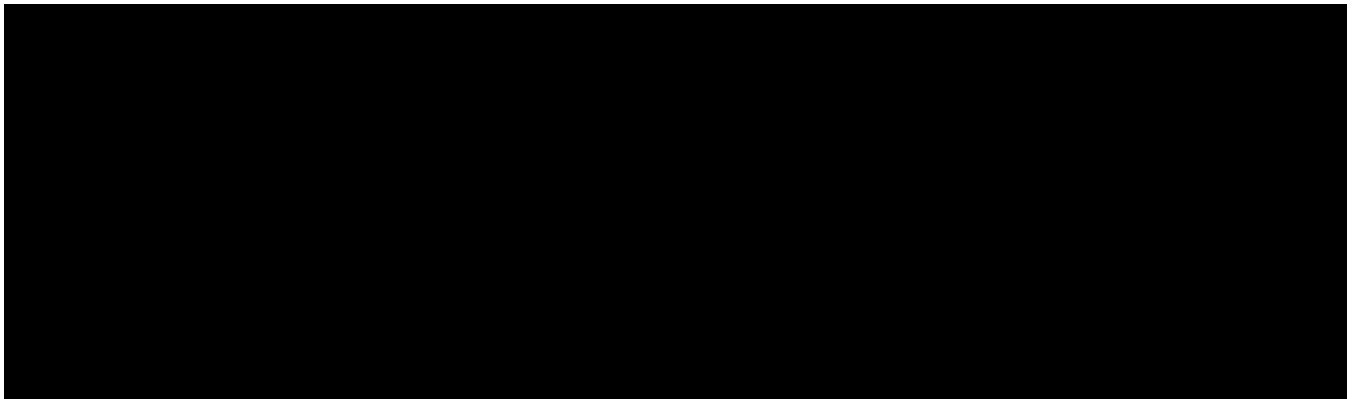
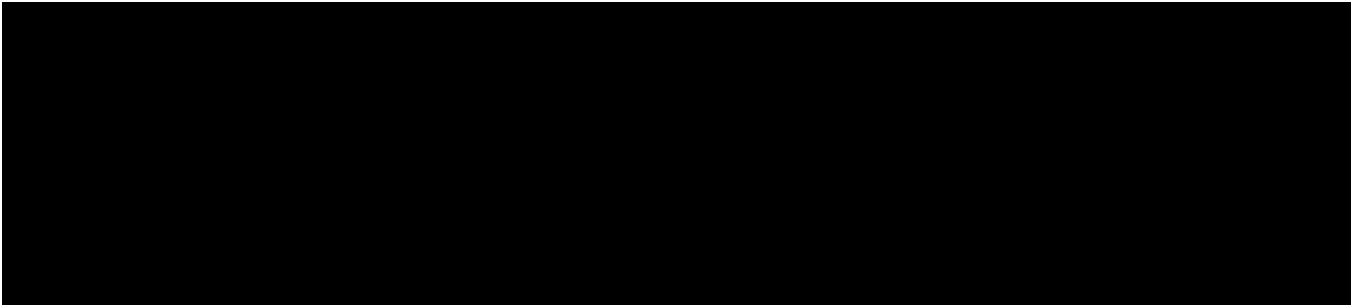
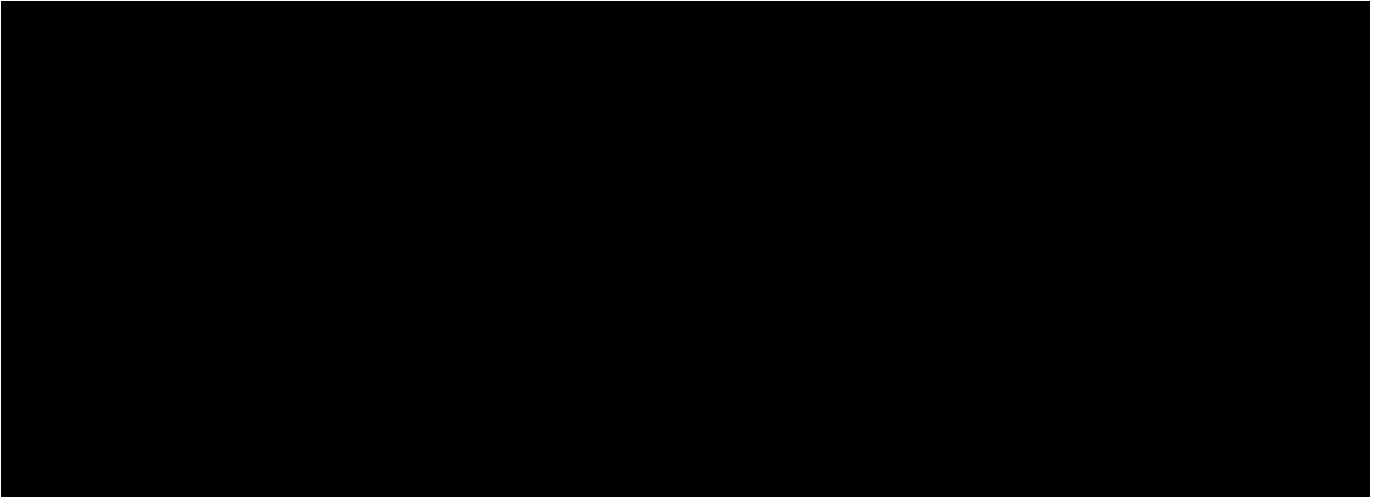
Compliance

Oregon public entities must comply with the Oregon Identity Theft Protection Act, ORS 646A.600 – 628. ORS 646A.622 (d) requires the implementation of a Cybersecurity program. Non-compliance with this policy may pose risks to the organization; accordingly, compliance with this program is mandatory. Failure to comply may result in failure to obtain organizational objectives, legal action, fines and penalties. Breaches with the potential to impact more than 250 individuals must be reported to the Oregon Department of Justice.

<https://www.doj.state.or.us/consumer-protection/id-theft-data-breaches/data-breaches/>

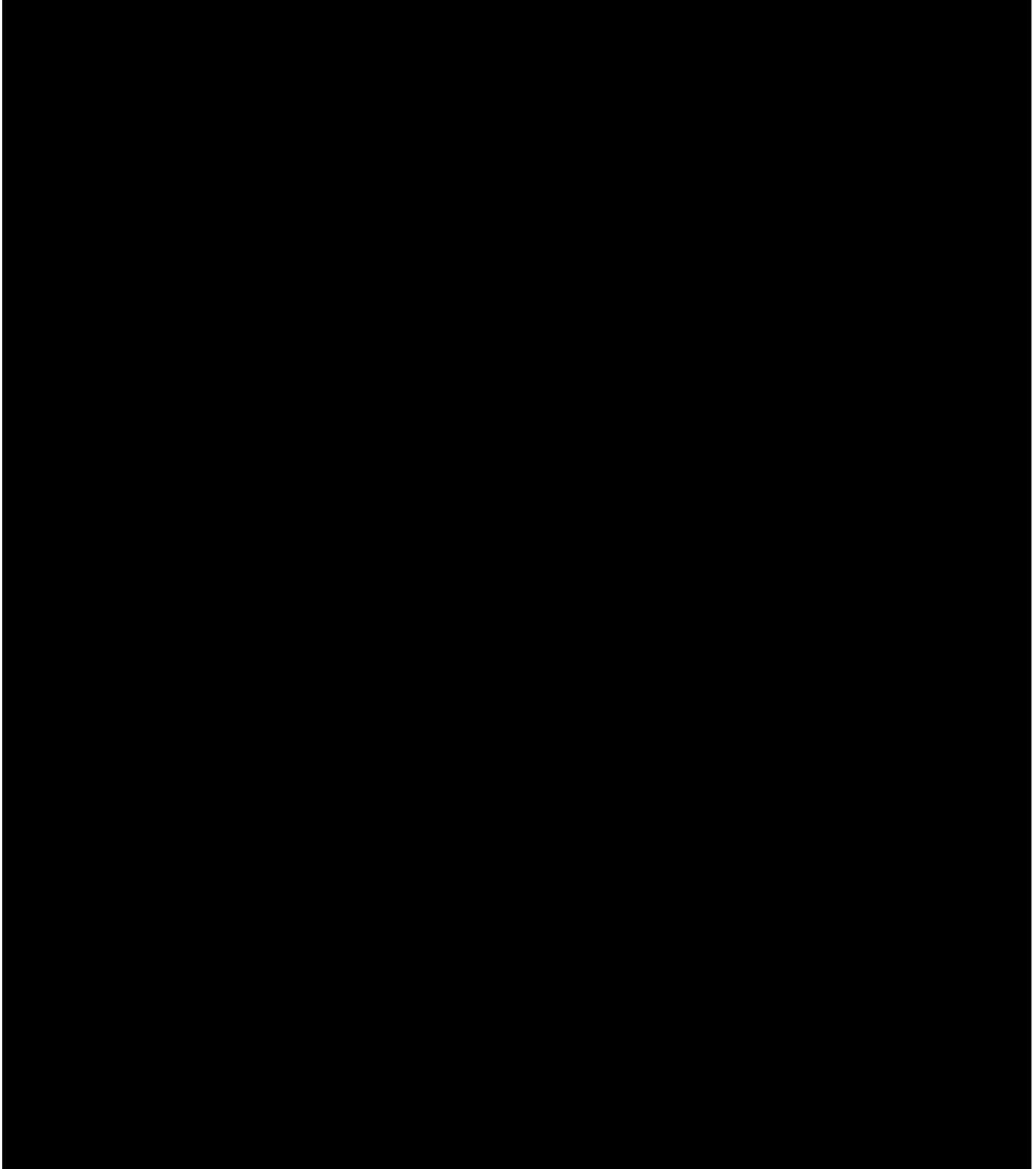
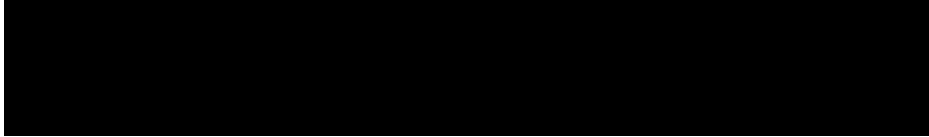
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City of Rockaway Beach
Cybersecurity Policy



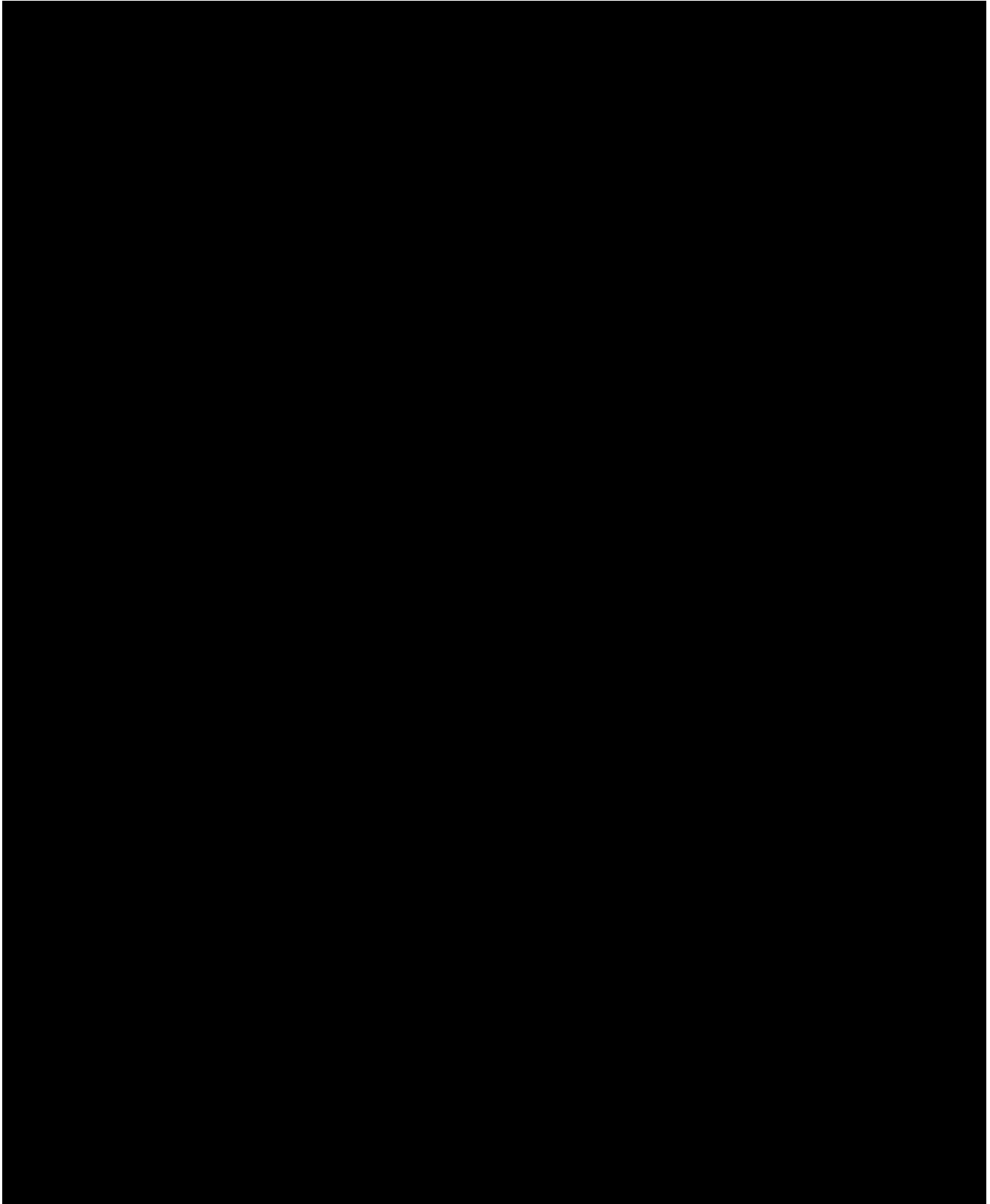
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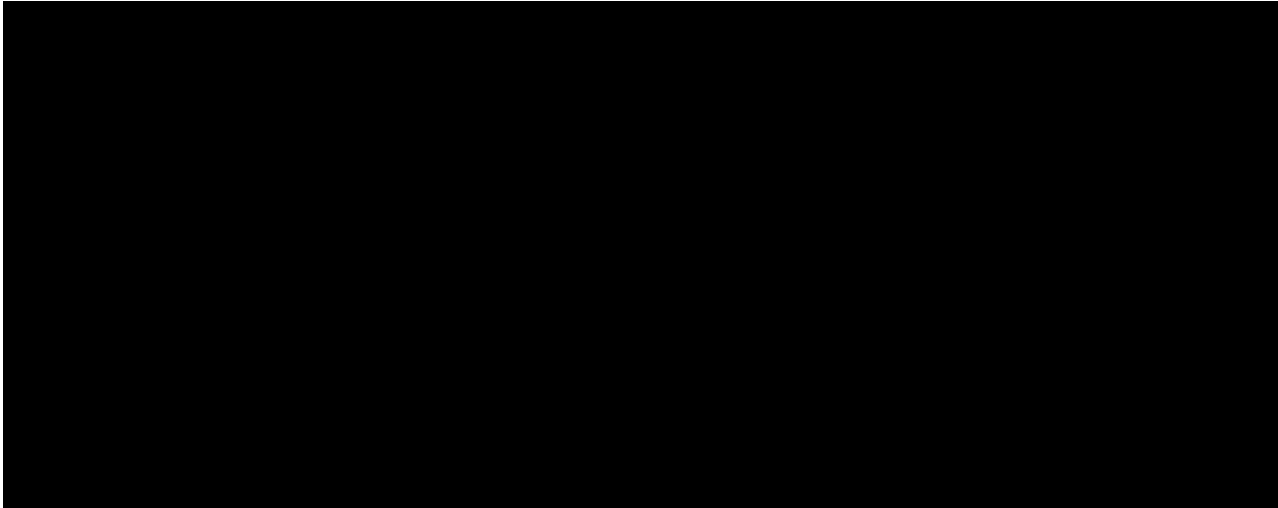
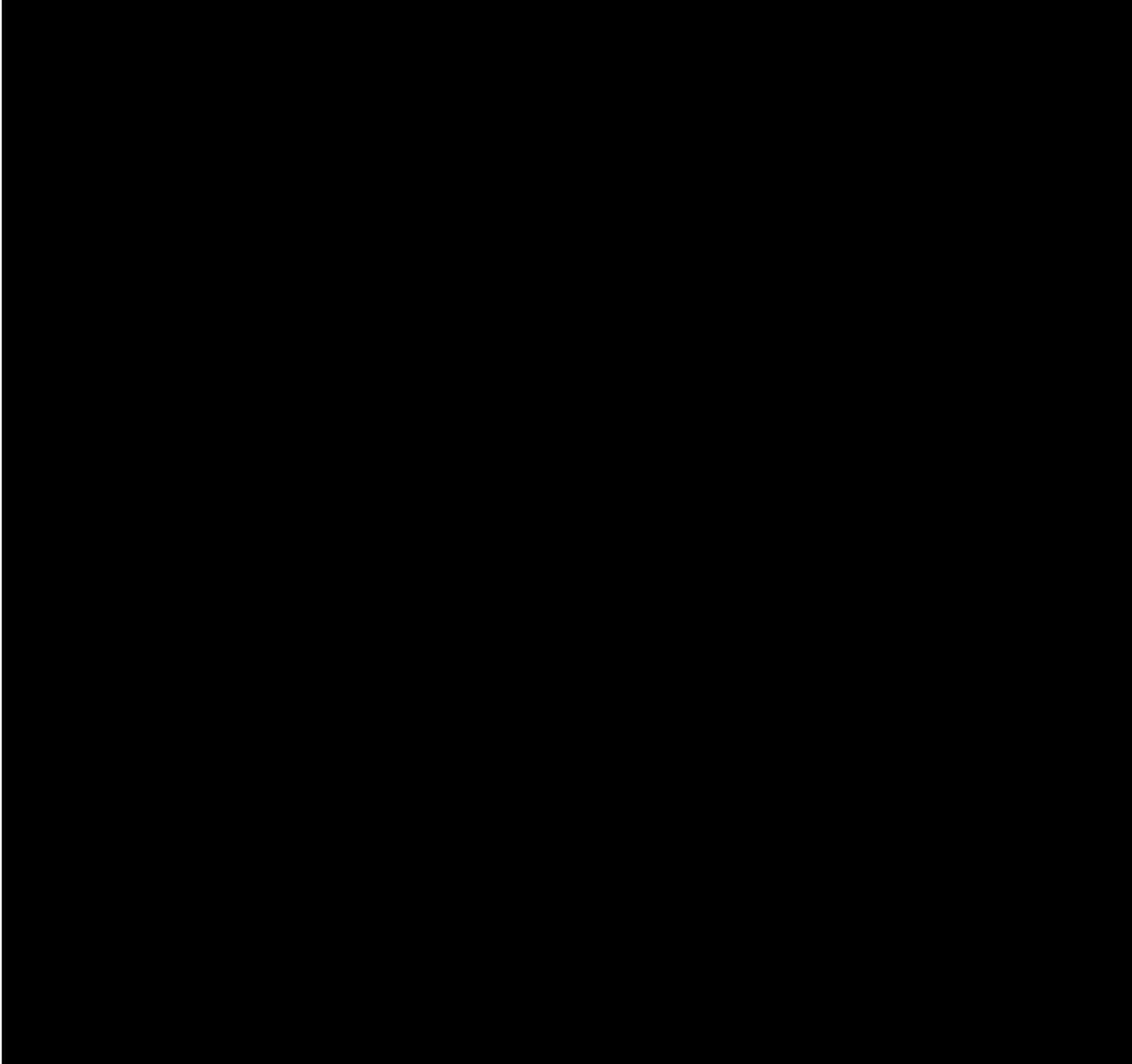
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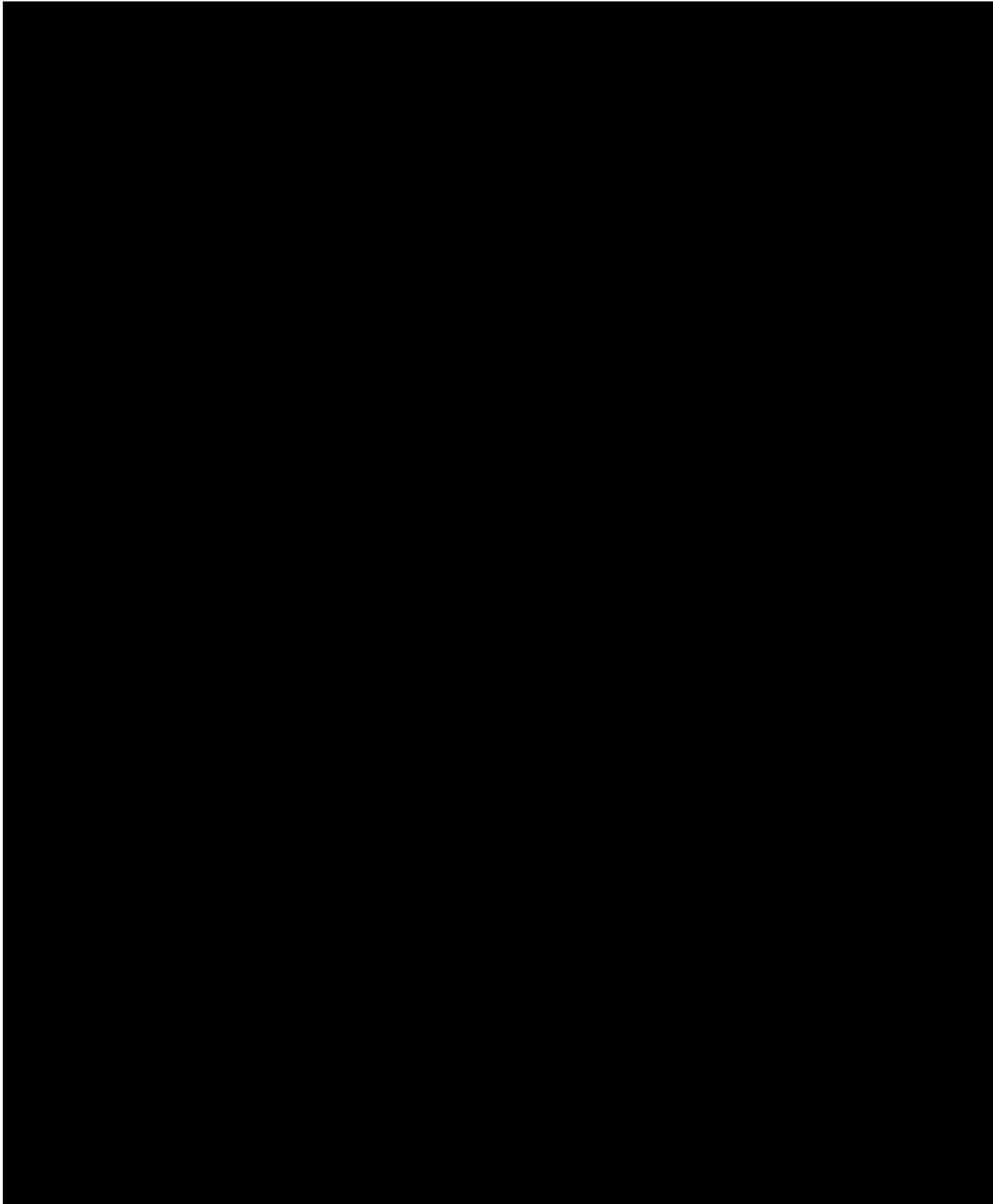
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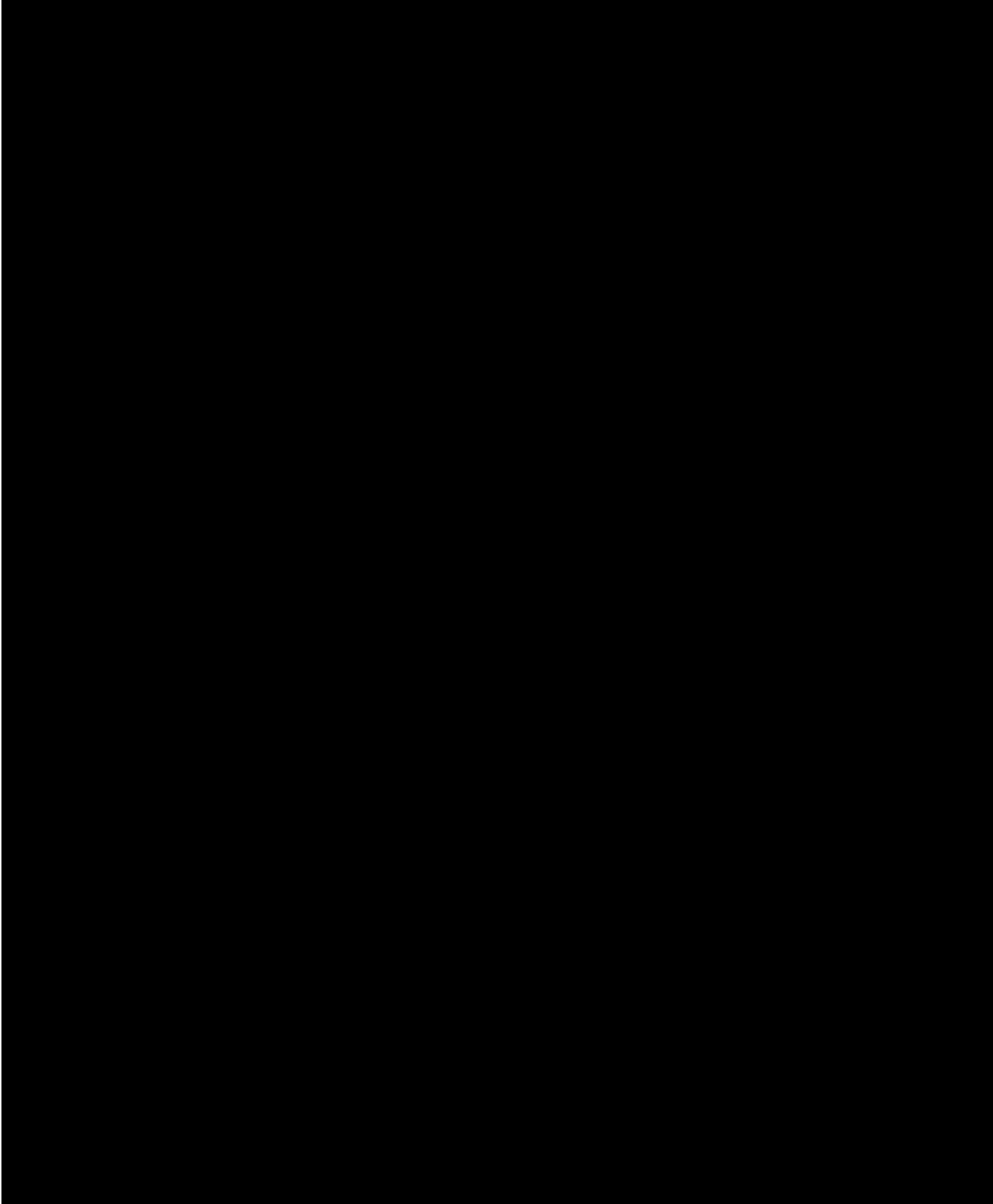
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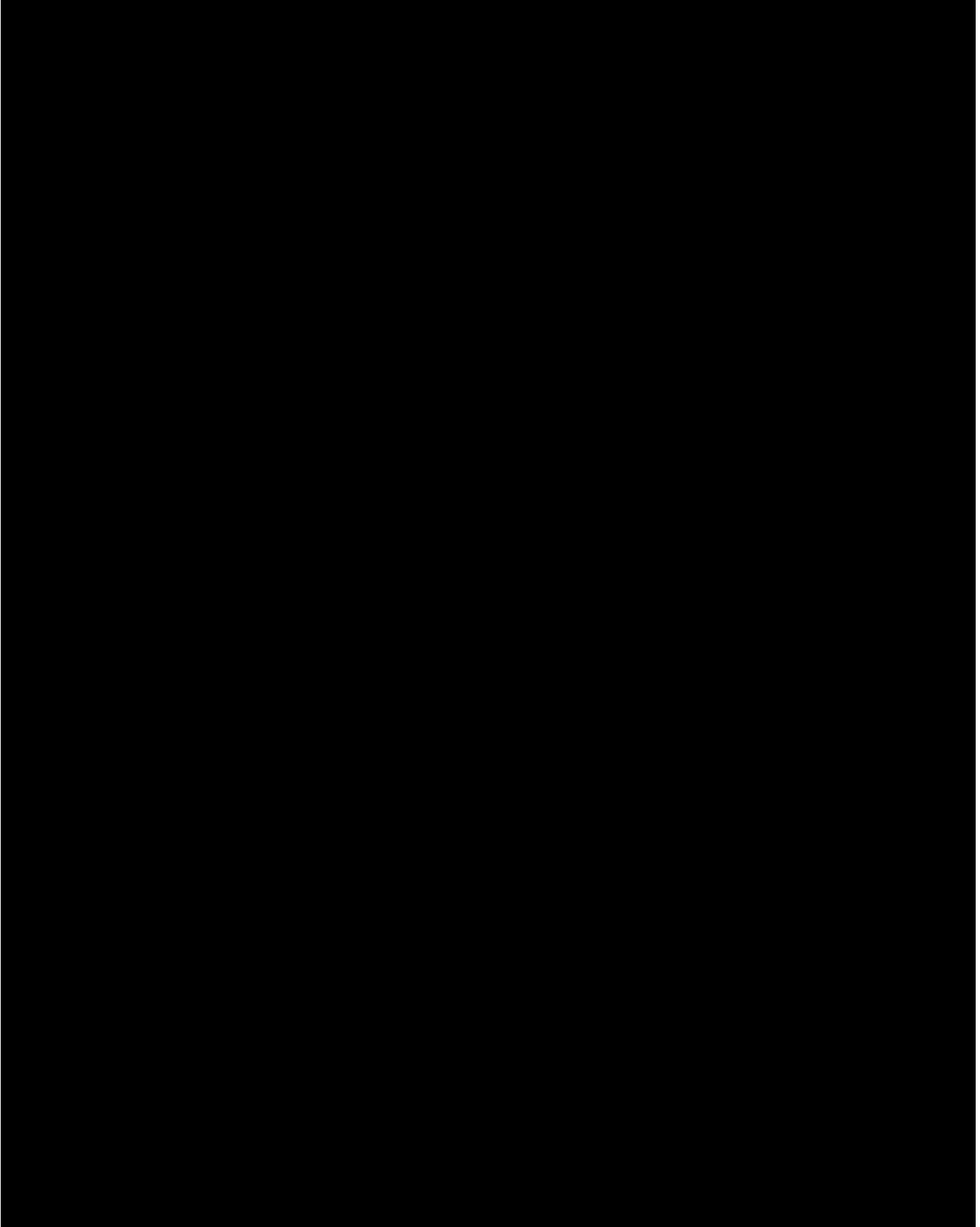
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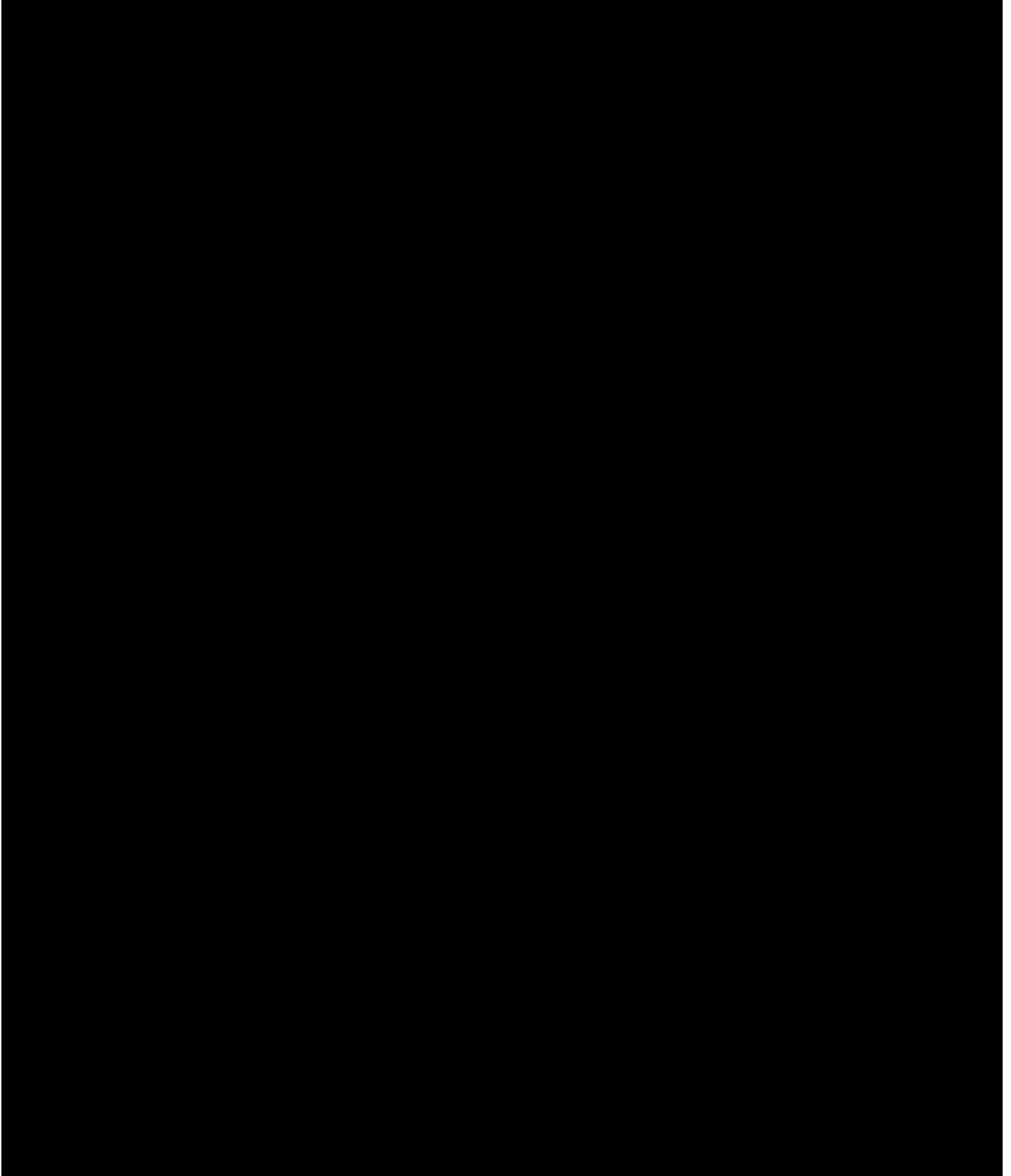
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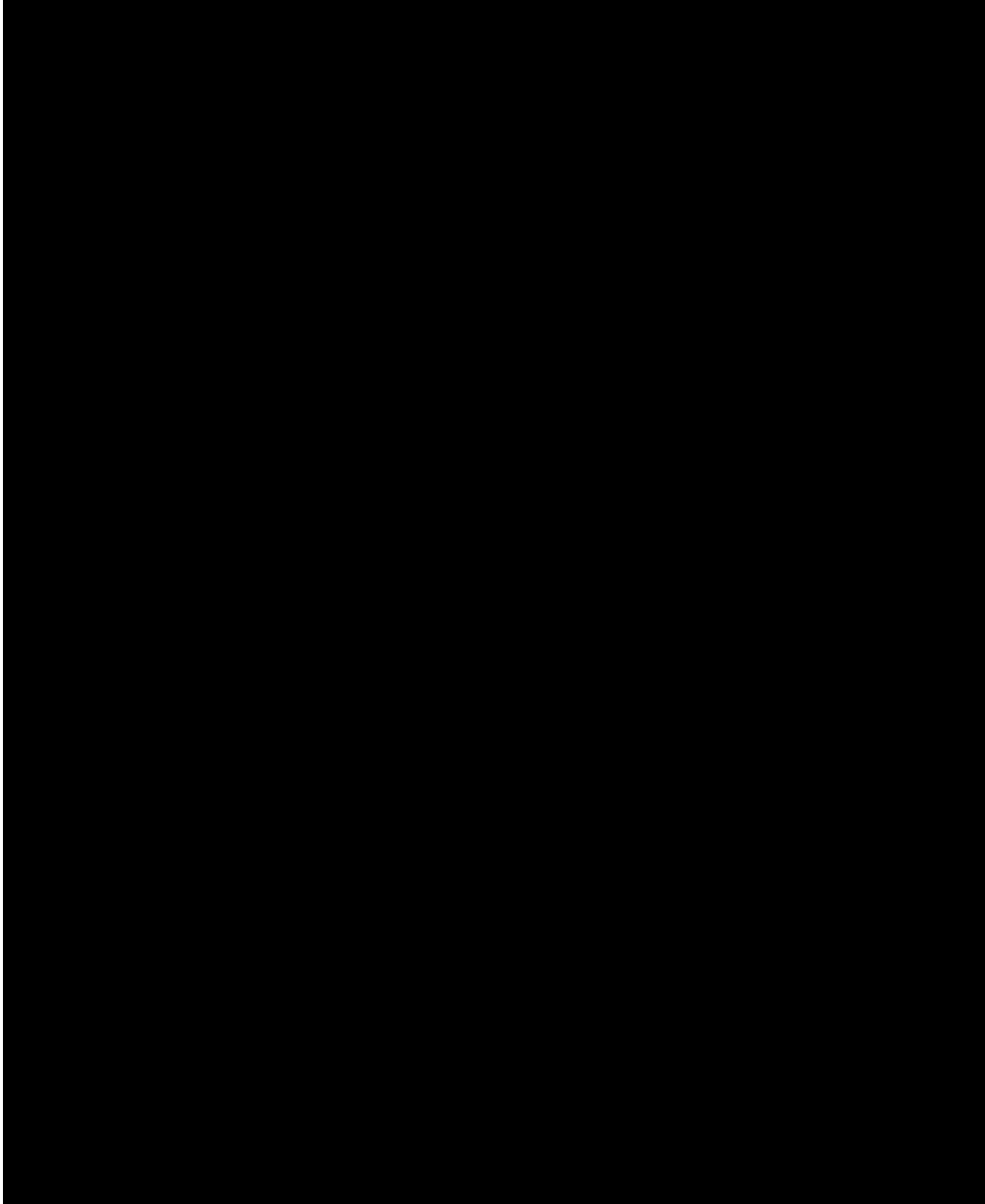
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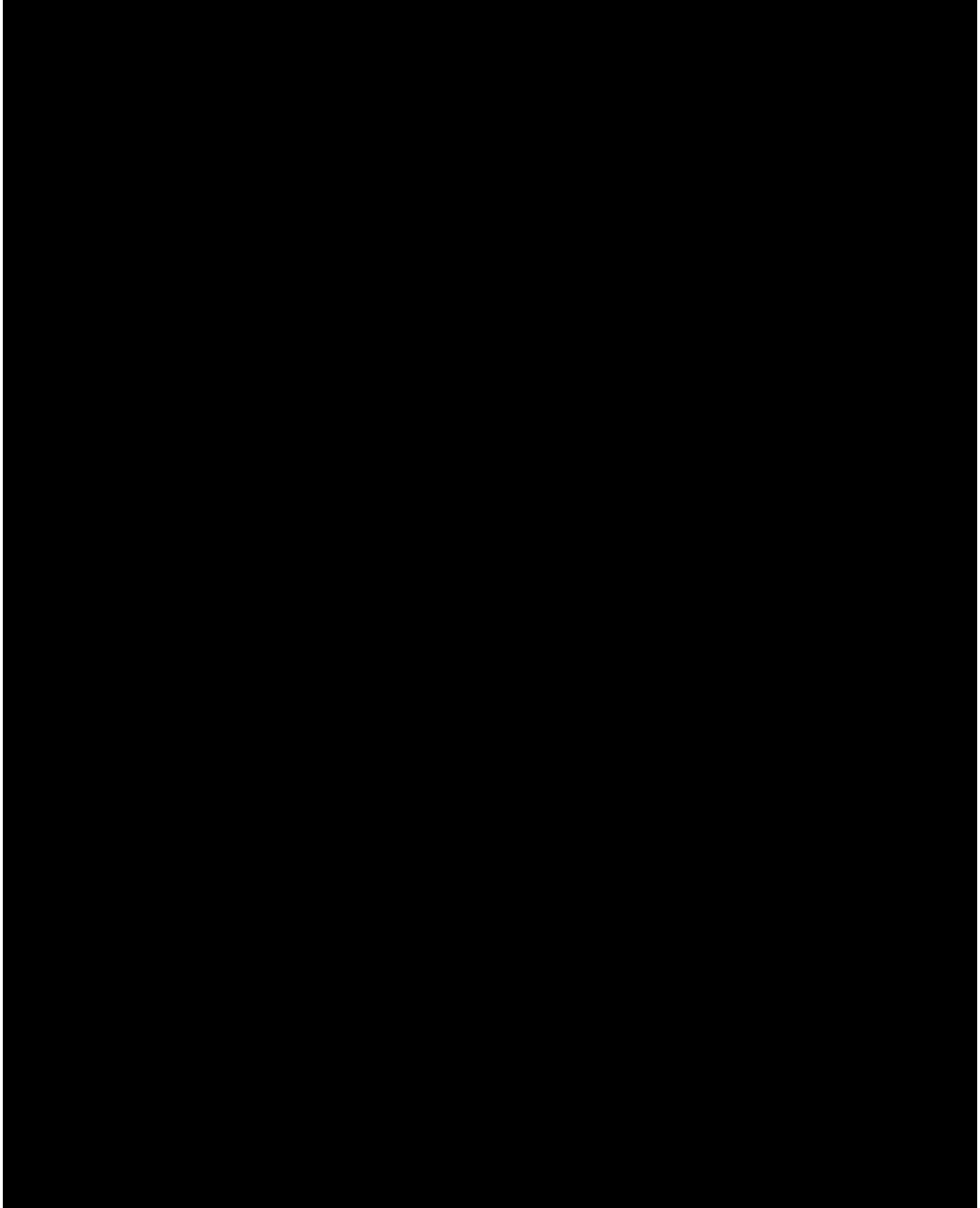
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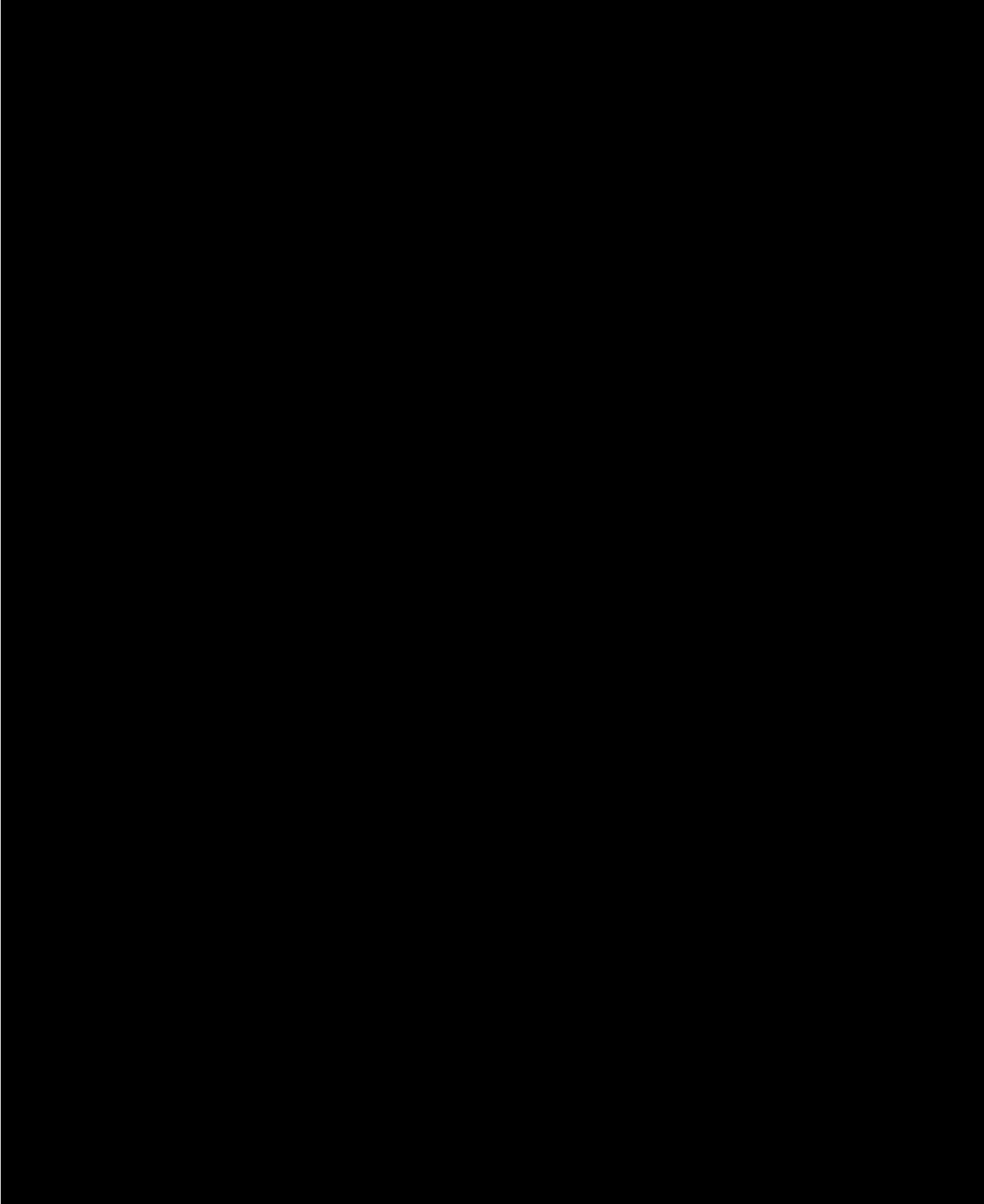
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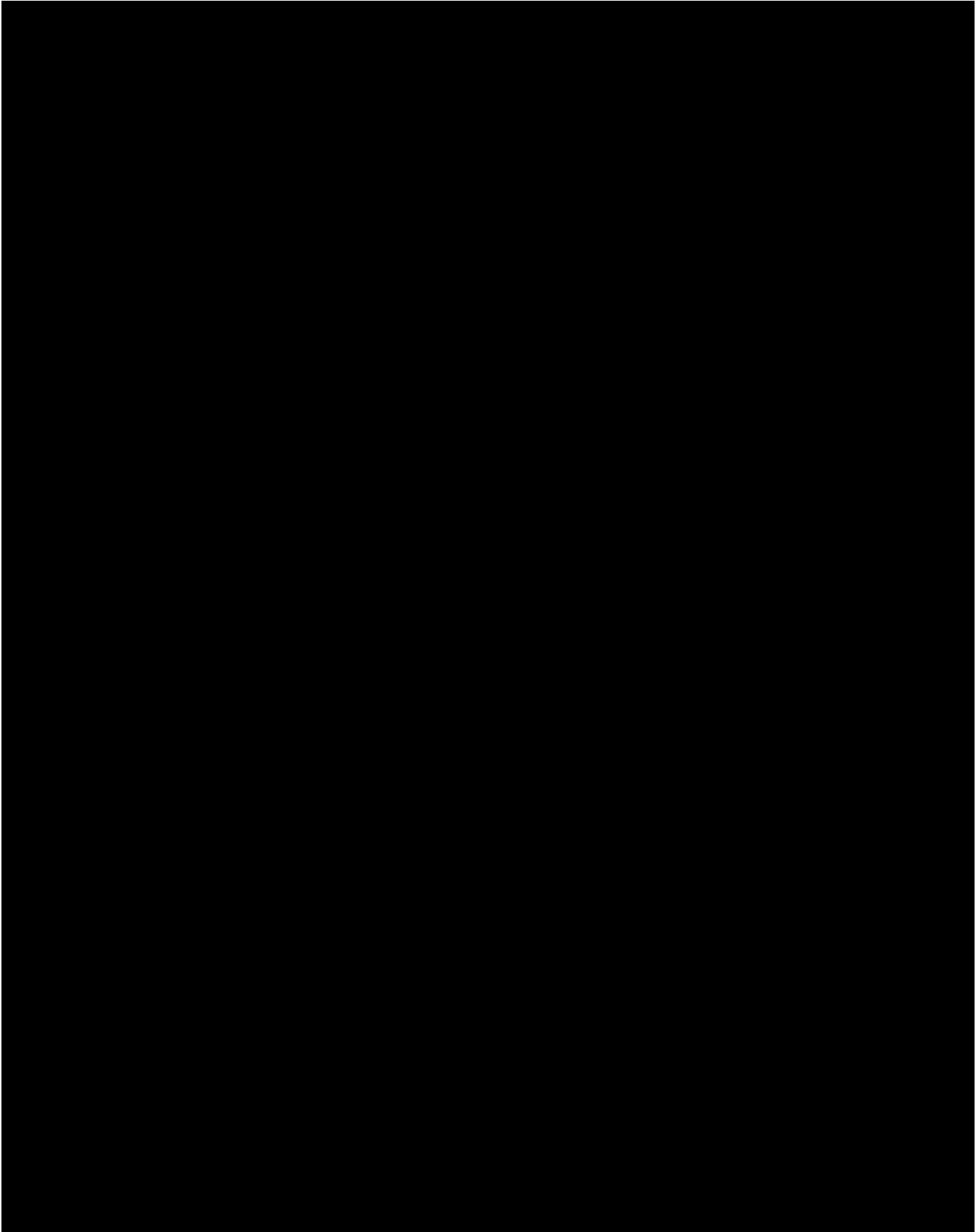
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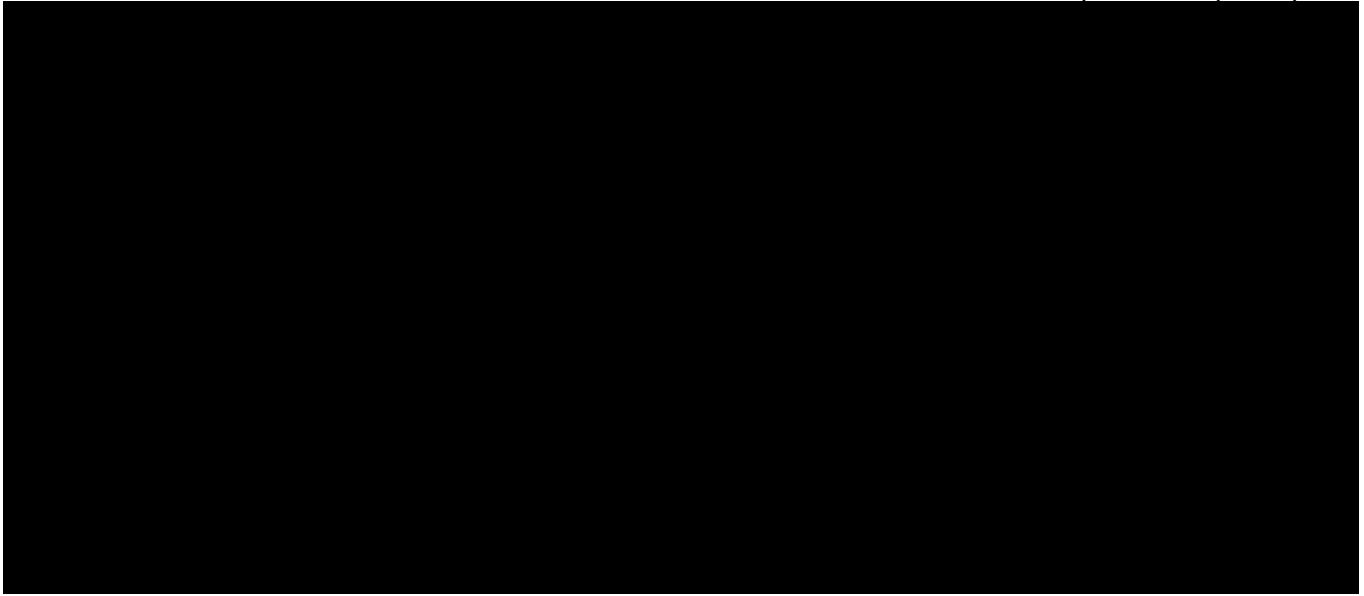
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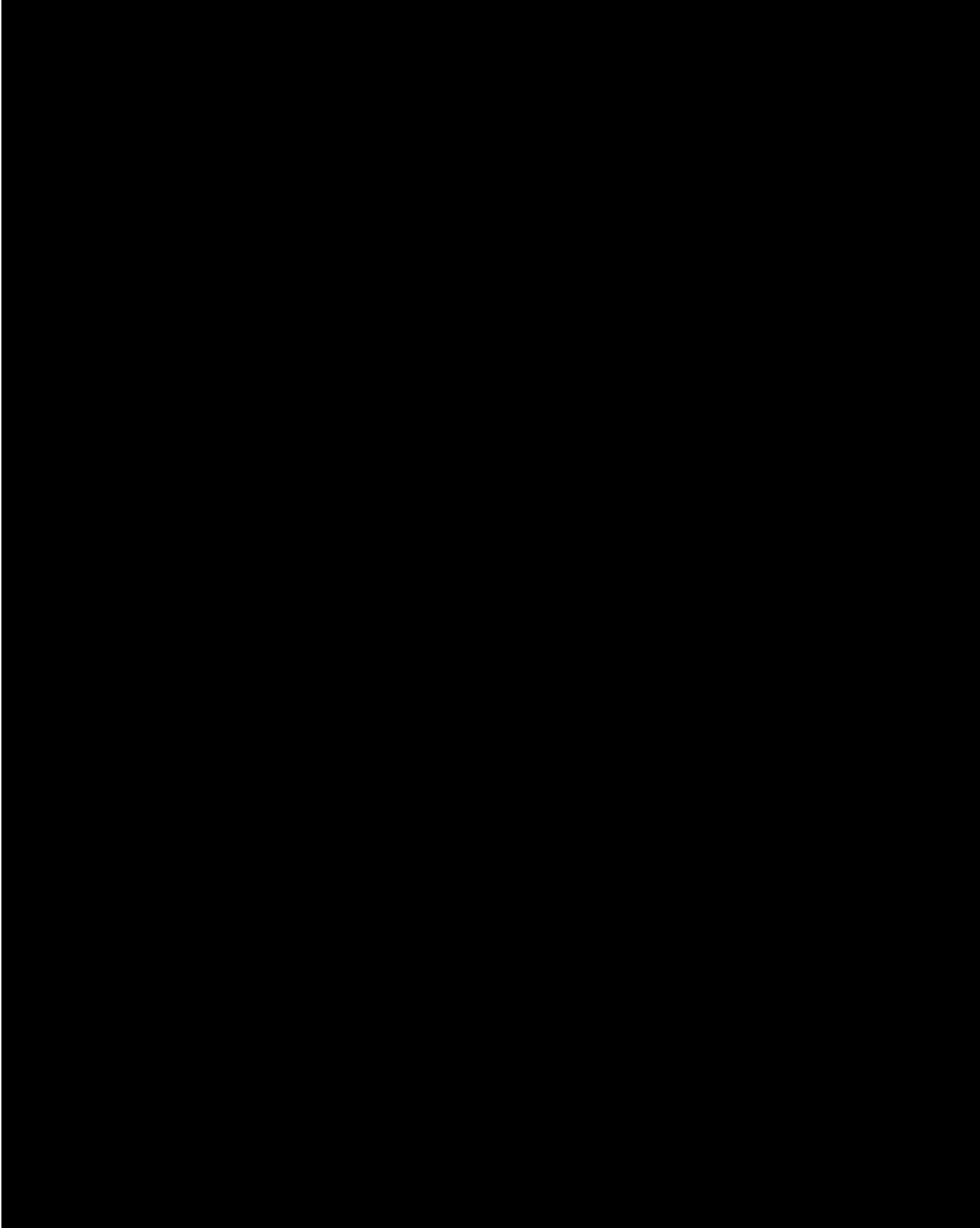
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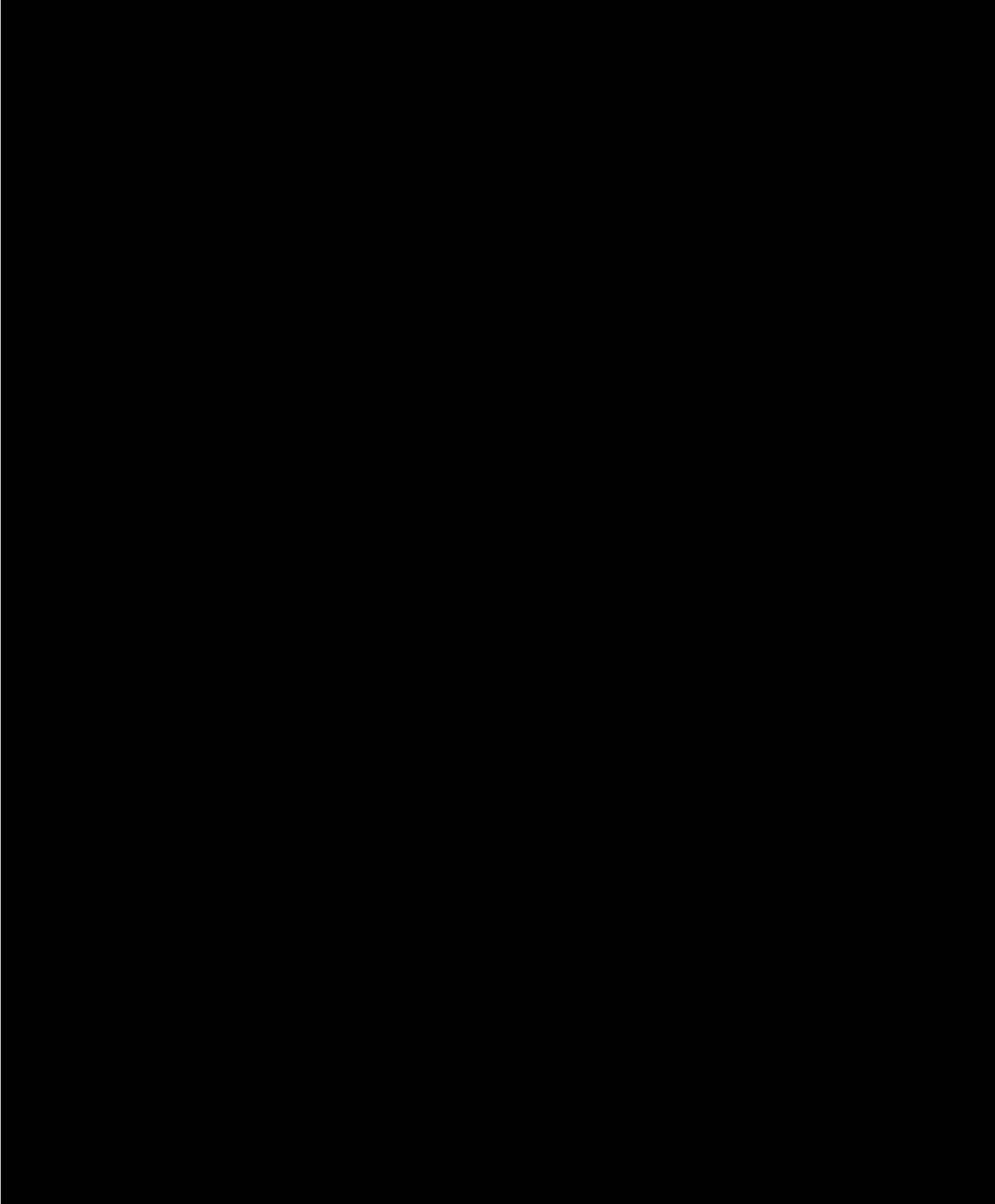
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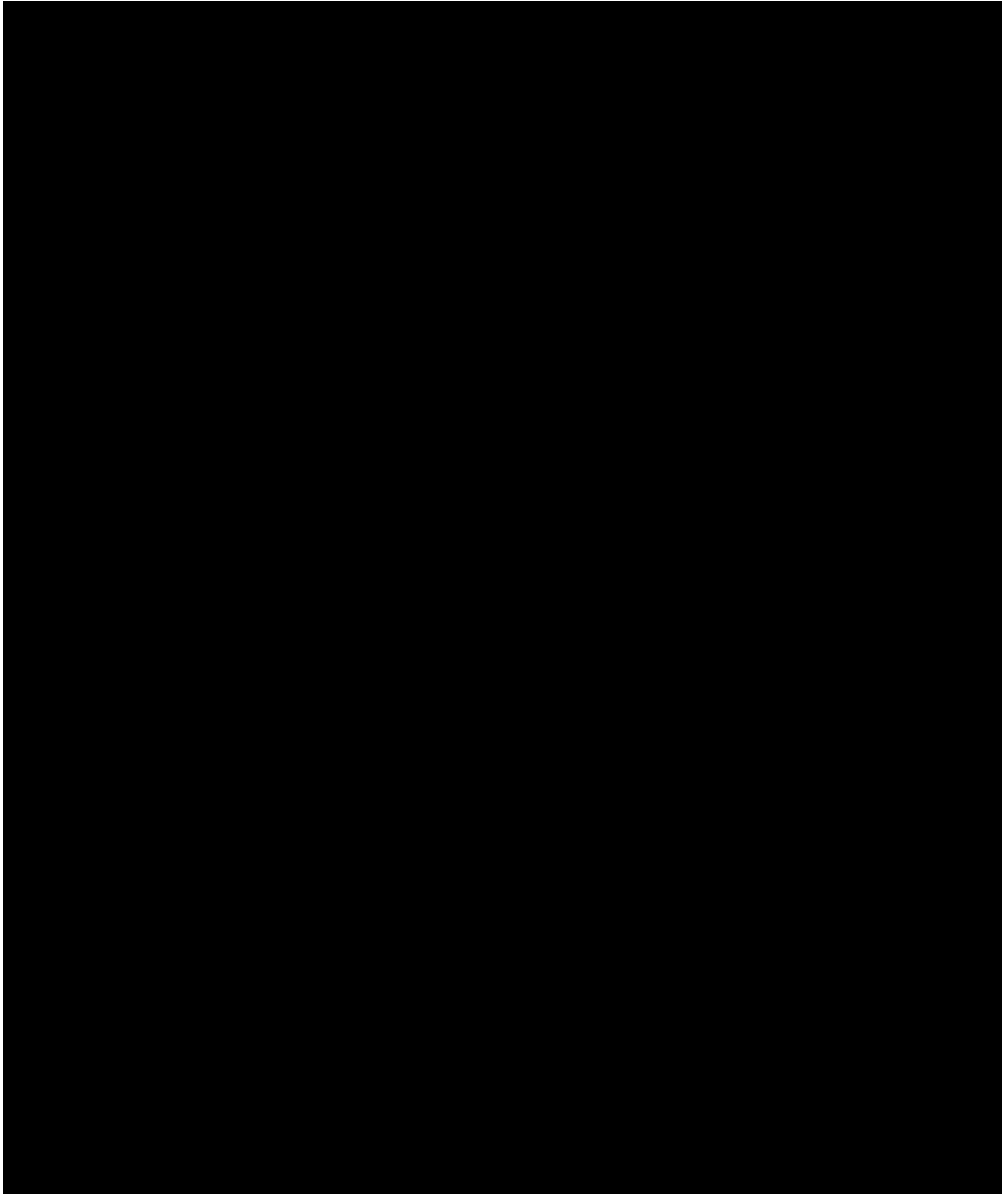
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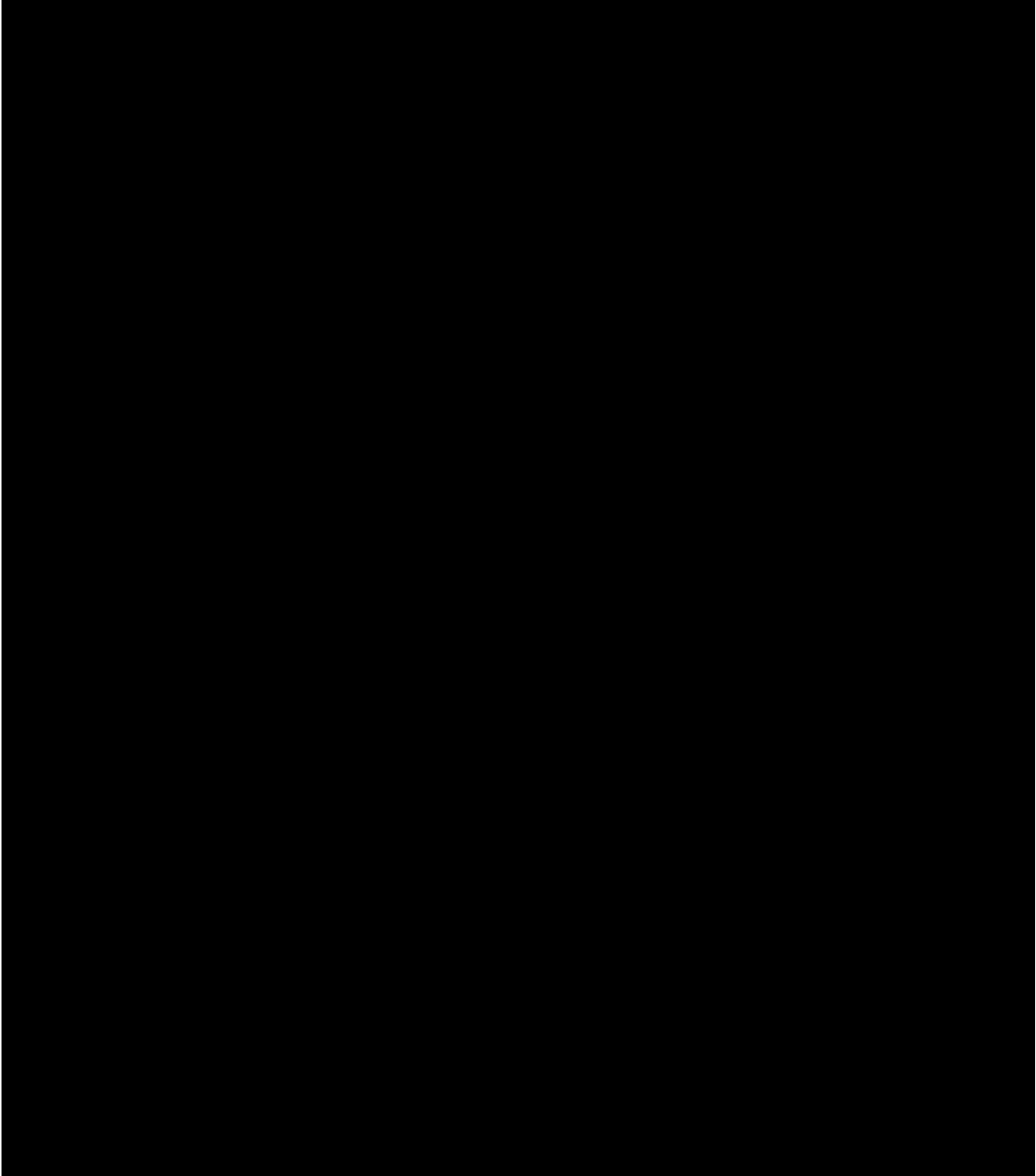
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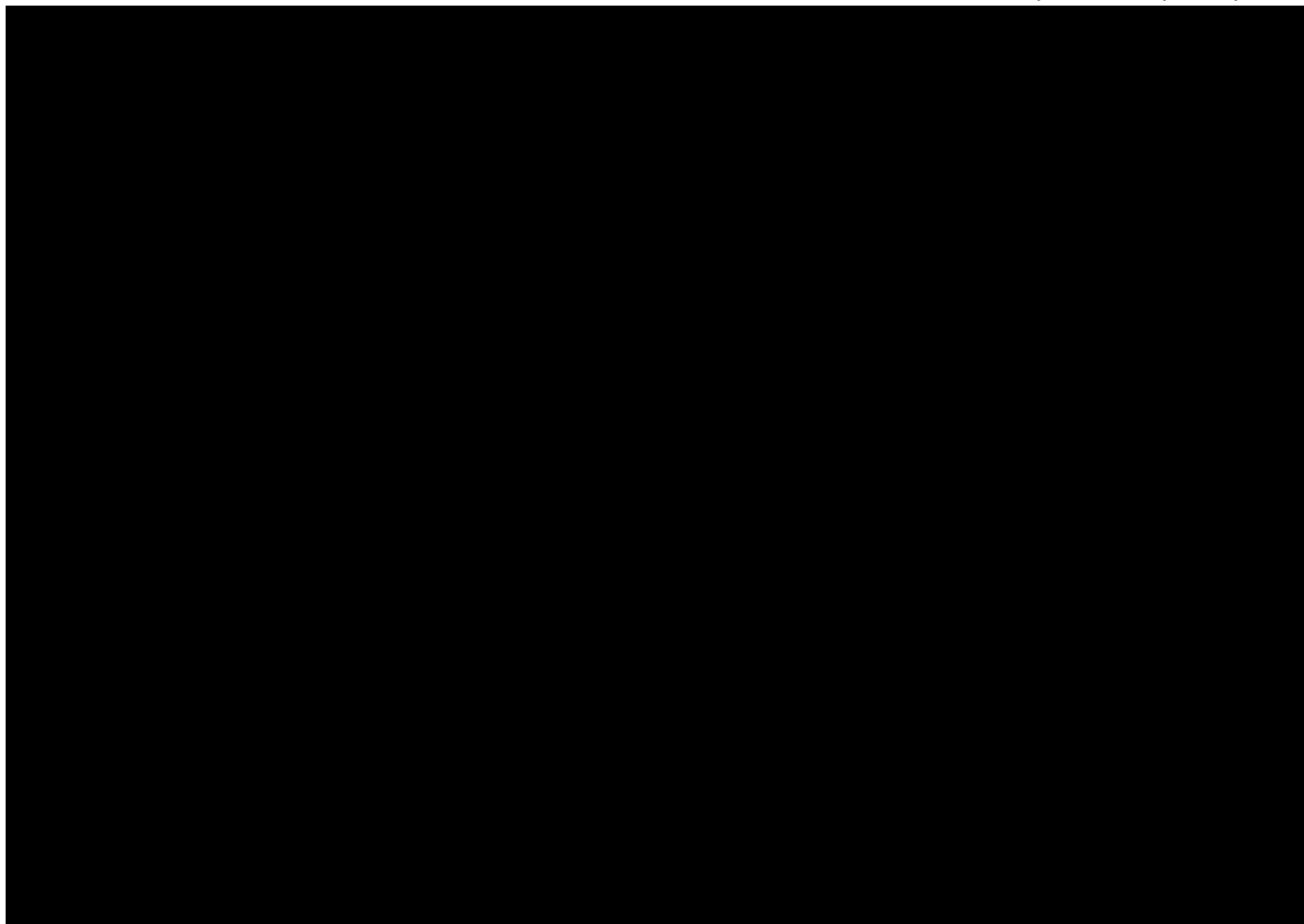
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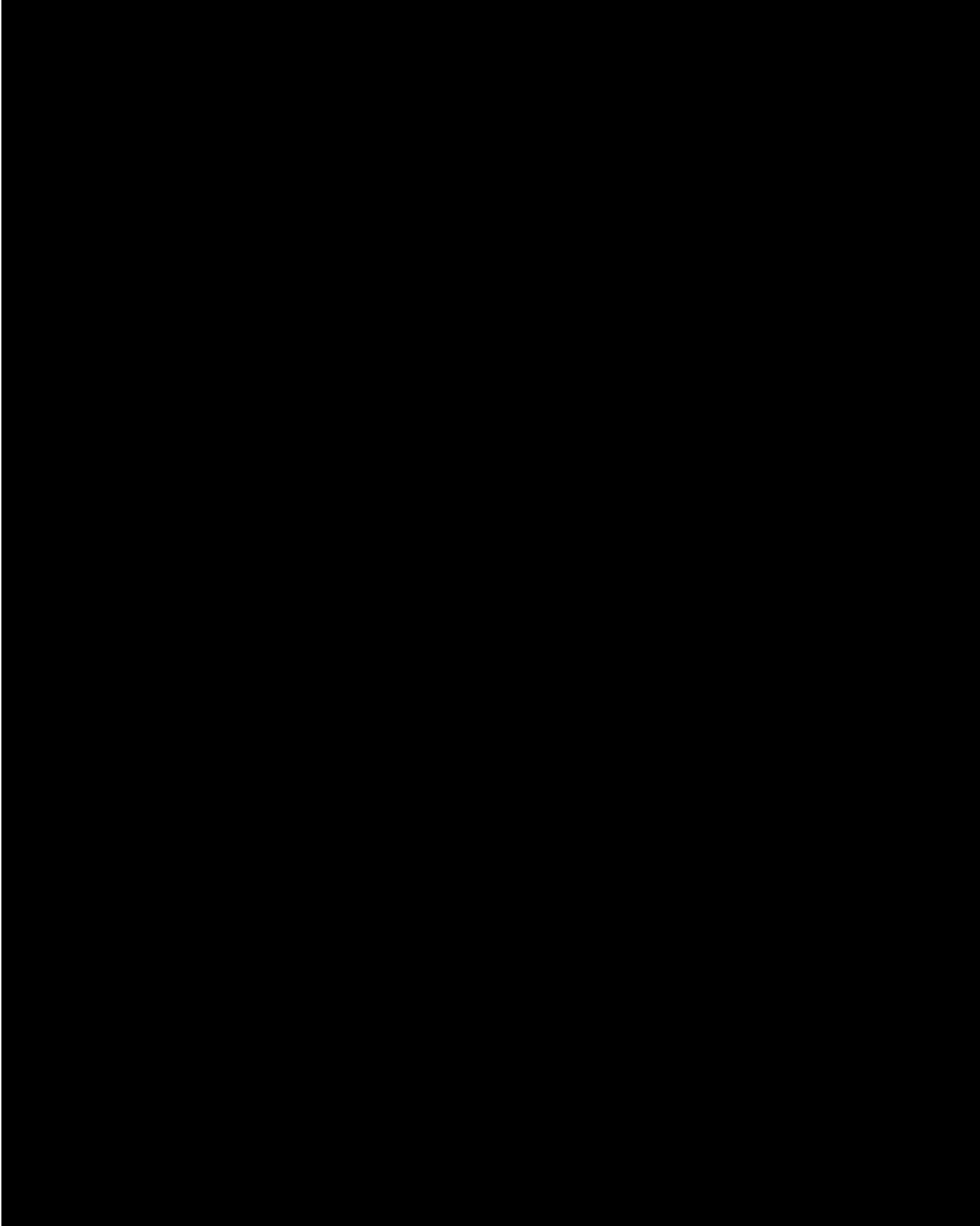
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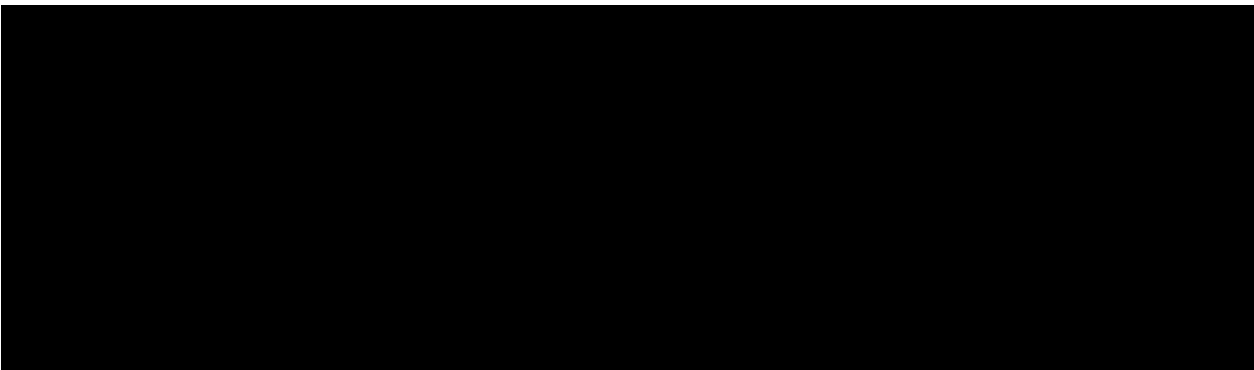
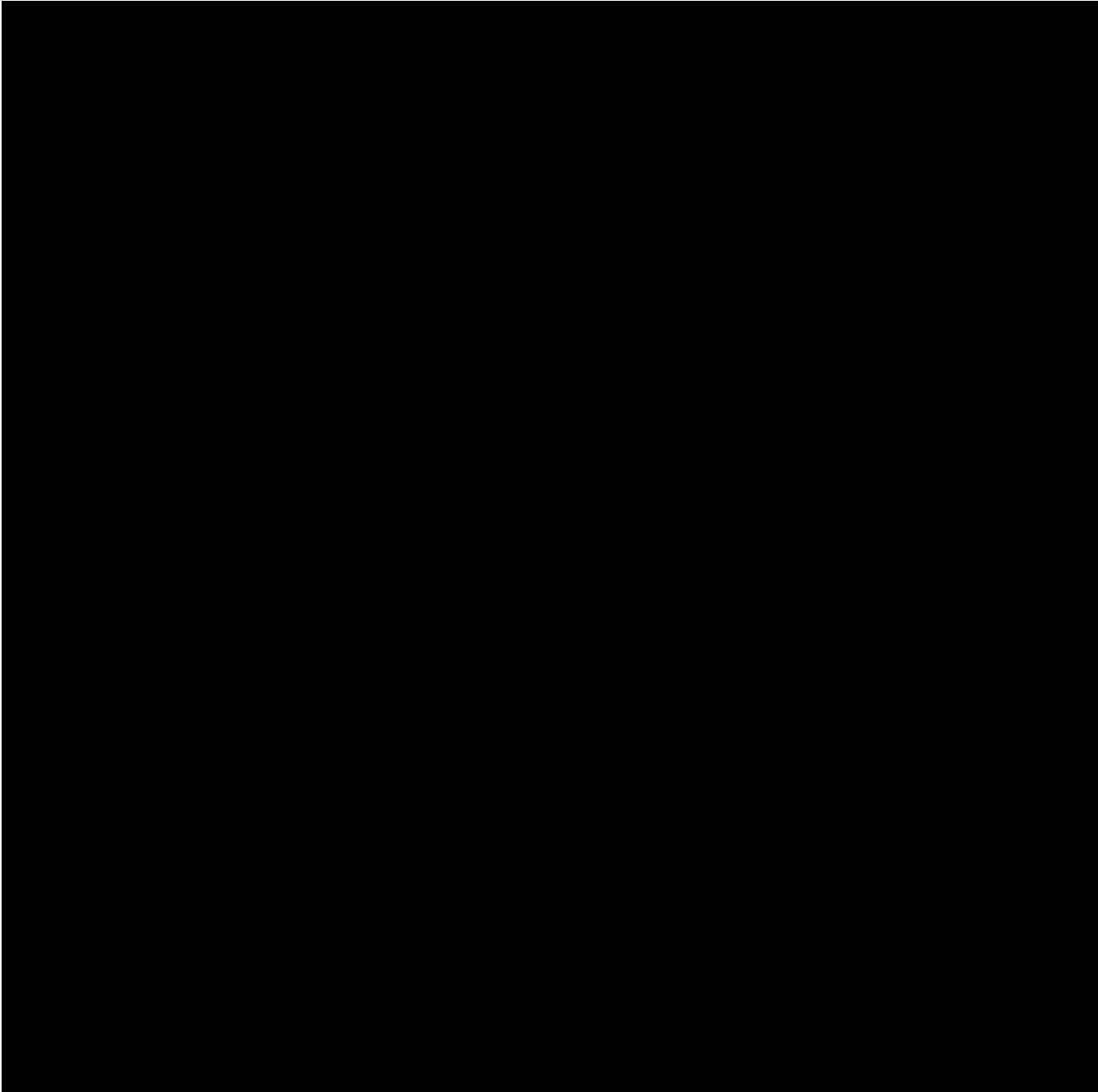
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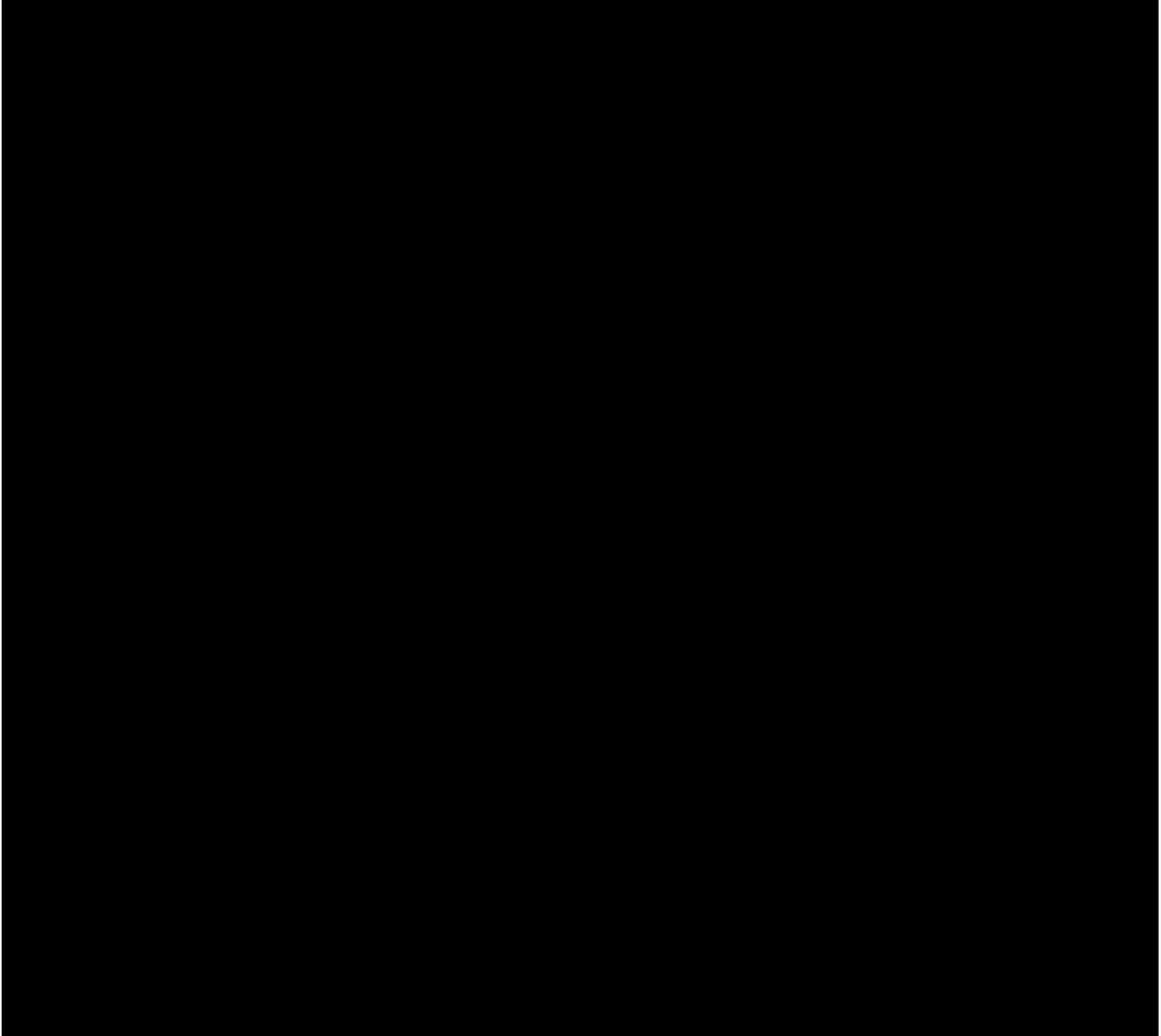
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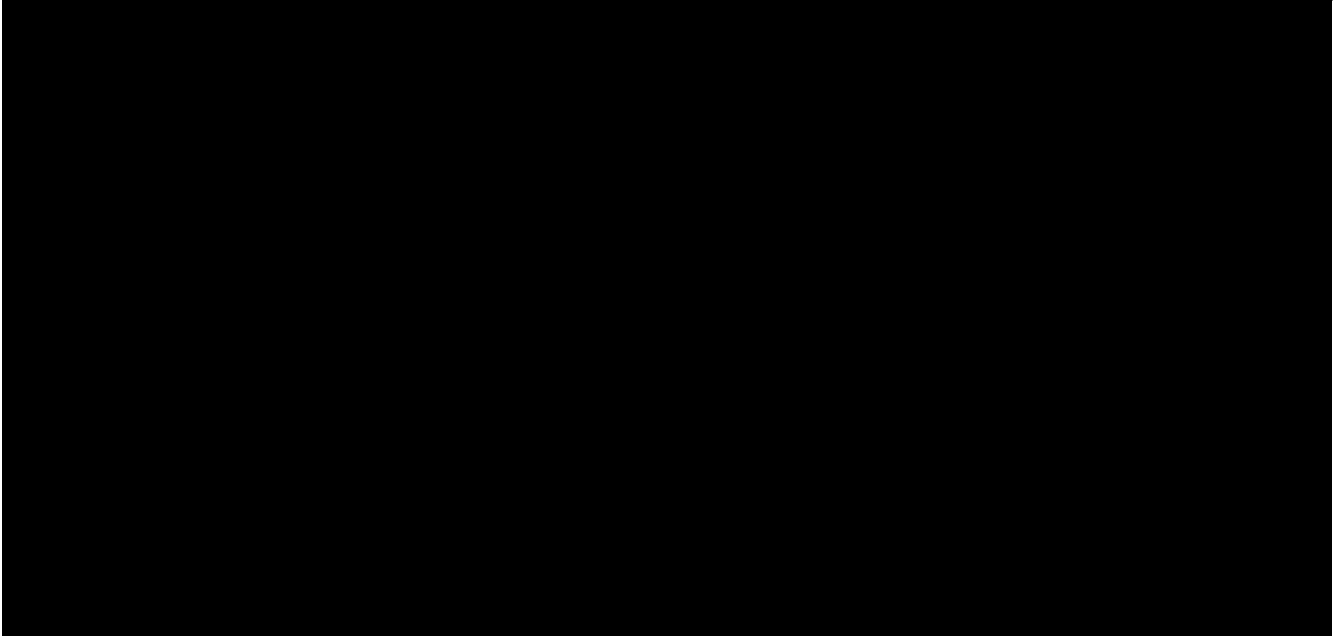
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City of Rockaway Beach
Cybersecurity Policy



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City of Rockaway Beach
Cybersecurity Policy



Coffee with Manager and Mayor

April 18, 2024

- Interest in redacting the name from Ordinance Complaints was raised again as critical to our complaint driven Code enforcement program.
- Concern about Water availability particularly in the high use summer months. It was asked what were the city's plans to address this potential issue. They also asked how often the water is tested.
 - Leakage is our primary issue rather than usage.
 - City will be replacing leaky, past their prime water mains in Nedonna Beach partially funded with forgivable loans
 - Next fiscal year draft budget has money in it for leak detection and repair.
 - Water testing is done in real-time
 - City is working with watershed land owners on acquiring the watershed and implementing a Forest Stewardship Program.
 - Water from wells is available to supplement Jetty Creek and goes through our water treatment plant prior to being distributed.
- Concern was raised about the long-term view of infrastructure enhancement and maintenance and how the City will fund future infrastructure needs
 - HBH Engineering Solutions hired to review and update our water and wastewater master plan
 - A System Development Charges (SDC) study will also be conducted as part of this engagement. SDCs are fees paid by builders and developers to cover the cost of the demand impact on our City's water and wastewater systems. City has not evaluated System Development Charges since 2009.
- It was asked why the City doesn't have a Code Enforcement Officer. City Manager and Mayor explained that complaints are parsed to the department in the City designated to handle the complaint. City is keeping up with complaints. If the volume of complaints rises substantially, City may need a dedicated Code Enforcement Coordinator.
- A brief discussion of having a Municipal Judge was had; City Manager noted that it would not be cost effective for the city to have their own Municipal Judge.
- Community member expressed concern regarding an attendee standing up in the April Council meeting and challenging a Councilor's right to vote on a specific resolution. Mayor mentioned that he had addressed the issue appropriately; written a soon to published article on Engaging with City Council Regarding Rockaway Beach; and his adding a Council Meeting opening statement triggered by an unfortunate event after the January Council meeting.
- Interest in Park and Recreation Department was shared. Mayor said that this could be part of the upcoming Strategic Planning process to see what is really wanted in this area and where it fits with other community priorities.
- Need to identify, fine and shut down property owners who are running short term rentals without a short-term rental license from the City.
- Community member called for communication, cooperation and collaboration among the residents.
- Interest in Mobi mats was expressed but a recognition that installing them would increase cost to the City and additional workload for Public Works was noted.

Coffee with Manager and Mayor
April 18, 2024

- Business owner complained that their business Welcome sign was removed from the Flower Pot located in front of their business. This is being looked into.