

# City of Rockaway Beach

## City Council Workshop Minutes

---



**Date:** Wednesday, July 17, 2024  
**Location:** Rockaway Beach City Hall, 276 HWY 101 – 2<sup>nd</sup> Floor Conference Room

---

### 1. CALL TO ORDER

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

### 2. ROLL CALL

**Council Members Present:** Mayor Charles McNeilly; Councilors Penny Cheek, Mary McGinnis, Tom Martine, Kristine Hayes, and Alesia Franken  
**Staff Present:** Luke Shepard, City Manager

### 3. COUNCIL BRIEFING/DISCUSSION

#### a. Review of Draft Ordinance Providing Authority and Procedures for Administrative Warrants & Creating a New Code Chapter 97

Start time: 4:32 p.m.

Shepard provided an overview of the draft administrative warrants ordinance and answered questions for the Council. In response to questions from the Council regarding subsections 97.03 and 97.07, Shepard confirmed that he would seek and provide clarification. After some discussion, there was consensus to review an updated draft at the next workshop.

#### b. Review of Draft Ordinance Amending Code Chapter 31 Related to the Planning Commission

Start time: 4:44 p.m.

Shepard referred the Council to a copy of the existing Planning Commission Code included in the agenda packet, along with a copy of the draft ordinance proposing the new code. He noted that the draft included changes made by the City Manager and City Attorney to the draft approved by the Planning Commission. McGinnis and McNeilly provided background comments and information. Shepard answered questions and confirmed that he would clarify the types of decisions subject to appeal to the Planning Commission. There was consensus to review an updated draft at the next workshop.

#### c. League of Oregon Cities (LOC) 2025-2026 Legislative Priorities Voting

Start time: 4:56 p.m.

McNeilly explained that the League of Oregon Cities (LOC) 2024 Member Voter Guide included in the agenda packet consolidated the priority recommendations from the LOC policy committees. McNeilly invited the Council to discuss and share their top three

priorities, and explained that Shepard would then compile and submit the Council's top five priorities to LOC.

**d. Sound Amplification for Council Chambers**

Start time: 5:14 p.m.

Shepard explained that there were complaints that some audience members couldn't hear well in the City Council meetings. Shepard shared that the City received an estimated cost of \$3,000 - \$5,000 for sound amplification. He noted that it would require a budget resolution to transfer funds from contingency. After discussion, there was consensus to also obtain an estimate to amplify sound in the conference room.

**4. ADJOURNMENT**

Start time: 5:21 p.m.

Franken made a **motion**, seconded by Martine, to adjourn the meeting at 5:22 p.m.

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


Aye: 5 (Cheek, McGinnis, Martine, Hayes, Franken)

Nay: 0

MINUTES APPROVED THIS  
14<sup>TH</sup> DAY OF AUGUST 2024

  
Charles McNeilly, Mayor

ATTEST

  
Melissa Thompson, City Recorder