

City of Rockaway Beach

Regular City Council Meeting Minutes



Date: Wednesday, November 13, 2024
Location: Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

1. CALL TO ORDER

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

McNeilly made a statement regarding deportment, 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: [06:02:21 PM \(00:01:56\)](#)

Council Members Present: Mayor Charles McNeilly; Councilors Penny Cheek, Mary McGinnis, Tom Martine, Kristine Hayes, and Alesia Franken

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

4. CONSENT AGENDA

Start time: [06:02:49 PM \(00:02:24\)](#)

- a. Approval of Amended September 11, 2024 Regular Meeting Minutes
- b. Approval of October 9, 2024 Regular Meeting Minutes
- c. Approval of October 9, 2024 Workshop Minutes
- d. Review of Financial Reports

Martine made a **motion**, seconded by Cheek, to approve the consent agenda.

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

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

Nay: 0

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

a. Presentation – Strategic Plan Final Report – Sara Singer Wilson, SSW Consulting

Start time: [06:04:27 PM \(00:04:02\)](#)

Wilson gave a presentation providing a summary of the strategic planning process, and the resulting 2025-2029 Strategic Plan document. Wilson explained that the next steps after plan adoption would be the City Council prioritization of actions for implementation based on available resources and capacity, and then the City will integrate actions into the budget development process.

Shepard stated it was a pleasure working with the SSW Consulting team. McGinnis praised the involvement of City staff and comprehensive community engagement. McNeilly commented that the plan reflected issues expressed by citizens.

b. Presentation - Salmonberry Trail – Mike Rose, Alta Planning and Design

Start time: [06:24:12 PM \(00:23:48\)](#)

Rose presented slides showing an overview of the Salmonberry Trail project, public outreach, pathway alignment, costs, and next steps.

McGinnis noted that the property was owned by the Port of Tillamook Bay and was leased by the Salmonberry Trail Foundation. McGinnis, Cheek and Hayes suggested that development of the north end of the trail should be prioritized to provide safety for students walking to school. Hayes inquired about specific materials and drainage. Rose addressed questions from Hayes, indicating that most of the trail surface would be asphalt but the Chamber pavers could likely remain, although pavers posed maintenance challenges. Rose stated hydraulic and geotechnical studies would address drainage. McGinnis noted that the Salmonberry Trail Intergovernmental Agency (STIA) would be making most decisions about design elements. In response to Martine’s inquiry about time frame, Rose estimated that once construction began, it could possibly be completed within one year. Shepard clarified it would not begin this year.

c. Presentation – Environmental Protection Agency (EPA) and Oregon Watershed Enhancement Board (OWEB) Grants – Daniel Wear, Sustainable NW

Start time: [06:47:17 PM \(00:46:52\)](#)

Wear shared a presentation providing an explanation of the Environmental Protection Agency (EPA) and Oregon Watershed Enhancement Board (OWEB) Grant opportunities. Wear answered clarifying questions. Wear noted that the Council received a final version of the proposed Statutory Partnership Agreement that afternoon. Shepard noted that the City Attorney reviewed and approved the agreement. Hayes said it was unfortunate that the revised agreement was not received earlier.

6. STAFF REPORTS

a. Fire Department

Start time: [07:03:19 PM \(01:02:54\)](#)

Hesse presented his staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of October 2024. Hesse added that there was a tornado on Monday. Hesse noted that findings from that event would prompt changes in policy. Hesse was grateful that no one was hurt. Hesse commented on hose testing. Hesse shared a color chip for the new ladder truck. Captain Grace shared the department's new heart rate monitor. Hesse confirmed for McGinnis that the Emergency Management meeting would be posted on the website calendar.

b. Sheriff's Office

Start time: [07:15:09 PM \(01:14:44\)](#)

Grogan summarized the Sheriff's Office report for October 2024. Grogan added that a local woman sought for an arrest warrant was located, and confirmed that ALICE training would include the middle school and high school.

c. Public Works

Start time: [07:17:12 PM \(01:16:47\)](#)

Emerson presented his report on recent activities and operations within the Public Works department. Emerson noted that he would report on the tornado at next month's Council meeting. Martine and Hayes commended the work at the Wayside. McNeilly acknowledged Public Work's response cleaning up after the tornado.

McNeilly called for a recess at 7:23 p.m. McNeilly called the meeting back to order at 7:27 p.m.

d. City Manager

Start time: [07:28:19 PM \(01:23:10\)](#)

Shepard shared a presentation providing background information on the action items on the agenda. Shepard also provided updates on upcoming public meeting dates and events.

In reference to the proposed Statutory Partnership Agreement to seek funding for increasing water storage capacity, Martine commented that it would be great to have a 3 million gallon reservoir available for water.

7. PUBLIC HEARING – None Scheduled

8. CITIZEN INPUT ON NON-AGENDA ITEMS

Start time: [07:36:33 PM \(01:31:24\)](#)

Debby Hunn expressed concerns for those suffering damage from the tornado. Hunn thanked Finance Director Marni Johnston for contacting her regarding her concerns about financial issues.

Patti Swain, Rockaway Beach Business Association, spoke about the tree lighting event on December 29, 2024, and encouraged all to attend.

Nancy Albro, representing Neah-Kah-Nie Coast Arts & Music Cultural Foundation (NCAM), announced upcoming events, including an Italian dinner and auctions, and encouraged all to attend. Albro said proceeds would go toward building a sound studio for Neah-Kah-Nie High School.

Debbie Weissenfluh, an election campaign volunteer, spoke praising candidates Franken, Cheek, Martine, McGinnis, McNeilly, and Kiley Konruff. Weissenfluh commented on the sense of belonging and purpose generated from the campaign, and encouraged community involvement in working with the Council.

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

a. Consideration of Resolution 2024-42 Adopting the 2025-2029 Strategic Plan

Start time: [07:46:46 PM \(01:41:37\)](#)

McNeilly explained that this resolution adopts the final 2025-2029 Strategic Plan.

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

Franken made a **motion**, seconded by Cheek, to approve Resolution 2024-42 Adopting the 2025-2029 Strategic Plan.

McGinnis commented that she was excited to start. Franken noted it was a pleasure to work with SSW Consulting, and appreciated the citizen input and community alignment on topics.

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

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

Nay: 0

b. Consideration of FEMA Biological Opinion Pre-Implementation Compliance Measures (PICM)

Start time: [07:49:06 PM \(01:43:57\)](#)

McNeilly explained that the City Council must select a pre-implementation compliance measure (PICM) in order to comply with the FEMA Biological Opinion (BiOp).

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

McGinnis made a **motion**, seconded by Martine, to initiate an amendment to the Rockaway Beach Zoning Ordinance and direct staff to move forward with the adoption of a tailored version of the updated 2024 FEMA Model Ordinance.

McGinnis encourage the public to review the Council Workshop to hear their discussion on the matter.

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

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

Nay: 0

c. Consideration of Resolution 2024-43 Authorizing a Loan from the Safe Drinking Water Revolving Loan Fund by Entering into a Financing Contract with the Oregon Infrastructure Finance Authority

Start time: [07:51:15 PM \(01:46:06\)](#)

McNeilly explained that this resolution authorizes financing for the Nedonna Beach Water System Improvements.

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

Martine made a **motion**, seconded by Cheek, to approve Resolution 2024-43.

McGinnis noted that part of the loan was forgivable.

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

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

Nay: 0

d. Consideration of Resolution 2024-44 Authorizing Execution of a Statutory Partnership Agreement with Sustainable Northwest

Start time: [07:53:09 PM \(01:48:00\)](#)

McNeilly explained this resolution approves an agreement with Sustainable Northwest for the purpose of applying for and completing the EPA's Community Change Grant, which is a potential source of funding for ensuring long-term water security.

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

Cheek made a **motion**, seconded by Martine, to approve Resolution 2024-44.

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

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

Nay: 0

e. Consideration of Resolution 2024-45 Authorizing Application for Oregon Watershed Enhancement Board Grant to Support the Lower Jetty Creek Acquisition

Start time: [07:55:01 PM \(01:49:53\)](#)

McNeilly explained that this resolution demonstrates support and authorizes staff to submit a grant application to OWEB for funding land acquisition around the Jetty Creek Watershed.

McNeilly invited public comment.

Debby Hunn, resident, commented that some financial issues may affect prior financial statements and expressed concerns that it could be a problem in the future.

McGinnis made a **motion**, seconded by Martine, to approve Resolution 2024-45 Authorizing Application for Oregon Watershed Enhancement Board Grant to Support the Lower Jetty Creek Acquisition.

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

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

Nay: 0

f. Consideration of Resolution 2024-46 Recommending Granting of Liquor License Approval for Green Coast Market

Start time: [07:57:53 PM \(01:52:44\)](#)

McNeilly explained that this resolution is to consider recommending that OLCC grant a liquor license application from Green Coast Market for off-premises liquor sales.

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

Martine made a **motion**, seconded by Cheek, to approve Resolution 2024-46.

McGinnis noted that it was nice to see a business growing in Rockaway. McNeilly added looked forward to shopping there.

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

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

Nay: 0

11. ITEMS REMOVED FROM CONSENT AGENDA – None removed

12. COUNCIL CONCERNS

Start time: [07:59:58 PM \(01:54:49\)](#)

Cheek commented that she was happy with the election results. She thanked Debbie and Mike Weissenfluh for their work on the election.

Franken thanked Captain Grace for the Red Cross Ready meeting and encouraged the public to download the Red Cross emergency app. Franken encouraged all to attend the next Sourcewater Protection Plan Development Advisory Committee (SPPDAC) meeting on November 20th. Franken expressed gratitude to City staff, and looked forward to implementing the Strategic Plan. Franken thanked Chief Hesse for the response to the tornado. She thanked citizens for their help with the Strategic Plan. Franken looked forward to the tree lighting ceremony.

Martine thanked the public for voting, and said that the Council worked well together.

McGinnis thanked the public for voting in the election and was honored to be re-elected. McGinnis reported on meetings and events attended by the Mayor and Councilors. McGinnis thanked the public for their support and expressed excitement for the next four years.

13. MAYOR'S REPORT

Start time: [08:05:06 PM \(01:59:58\)](#)

McNeilly appreciated the response to the tornado. He thanked residents for helping their neighbors. McNeilly stated he appreciated all of the election candidates who ran, and congratulated those who earned the voter's trust. McNeilly shared slides, providing an update on a "No Outlet" sign posted on South Easy Street in response to citizen's concerns. McNeilly announced that the Coffee with Mayor and Manager meetings would resume on Thursday, November 21, 2024. McNeilly requested that Councilors not attend, so that the session could focus on community member's concerns, not elected officials. McNeilly thanked voters for their confidence and expressed excitement to work with the new Council on various issues.

14. ADJOURNMENT

Start time: [08:08:51 PM \(02:03:43\)](#)

Martinex made a **motion**, seconded by Franken, to adjourn the meeting at 8:08 p.m.

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

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

Nay: 0

MINUTES APPROVED THE
11TH DAY OF DECEMBER 2024



Charles McNeilly, Mayor

ATTEST



Melissa Thompson, City Recorder