

Rockaway Beach Fire Rescue

Rockaway Beach Emergency Preparedness Corps (RBEPC)



Great Shake Out 2024

10/17/2024

After Action Report (AAR)



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Overview



Great Shake Out occurs the 3rd Thursday in October each year and provides an opportunity to test preparedness skills and abilities on a personal, family, community, regional and national level.



The City of Rockaway Beach participates in this annual drill in order to test abilities and improve our skills to prepare for a Cascadia Subduction Zone event and subsequent tsunami threat.



Participants in the event were encouraged to Drop, Cover, and Hold On for one minute before evacuating to their nearest tsunami assembly area.



After the Evacuation Drill a practical exercise involving Rockaway Beach Fire Rescue, Rockaway Beach Public Works, and the Rockaway Beach Emergency Preparedness Corps (RBEPC) was held.



The purpose of this exercise was to test our ability to establish an Emergency Operations Center (EOC) and practice Triage, Search & Rescue, and Communications as well as note improvements for the future.

Goals and Objectives

Encourage

- Encourage the citizens of Rockaway Beach to participate in the Shake Out drill to the extent of their abilities.

Activate

- Have all available Fire Department members, City Staff, Public Works, CERT, Preparedness, and Radio Net report to 3rd St Emergency Operations Center (EOC) for assignments.

Establish

- Establish Incident Command System (ICS) including organizational chart based upon current participants and establish an Emergency Operations Center (EOC).

Set up

- Set up radio communications with Rockaway Beach radio net zones and Tillamook County EOC.

Organize

- Organize FD/CERT/Public Works teams for search and rescue, triage assessment/medical treatment, food, hydration and shelter.

Determine

- Determine needs and establish goals for future events

Radio Data Collected (Zone Check-ins)

	Zone	Check-ins
	Zone 10	0
	Zone 11	3
	Zone 12	10
	Zone 13	5
	Zone 14	0
	Total	18

Participants

Assembly Area	Participants
Nedonna Beach	34
Necarney & 12 th St	3
N 3 rd St	30
Rock Creek	0
S Juniper St & S 3 rd St	14
Washington St	3
Victoria St	6
Volunteers/City Staff	17
Total	107

Citizen Participation

Nedonna Beach	6 Participants
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Rockaway Beach	73 Participants
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Twin Rocks	6 Participants
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26 arrived with Go-Bags/supplies

30 arrived with No-Bags/supplies

29 did not answer the question

*Volunteer and city staff not included in data

EOC Participants

CERT	10
Preparedness	1
Radio Net	1
Public Works	2
Fire	8
City Hall	1
General Public Citizens	8
Total	31

Conclusions



Development of formal emergency operations plans and procedures



Continued growth and training of RBEPC Volunteers



Interoperability between participating entities (local, county and state)



Continue to educate the public with Earthquake and Tsunami awareness



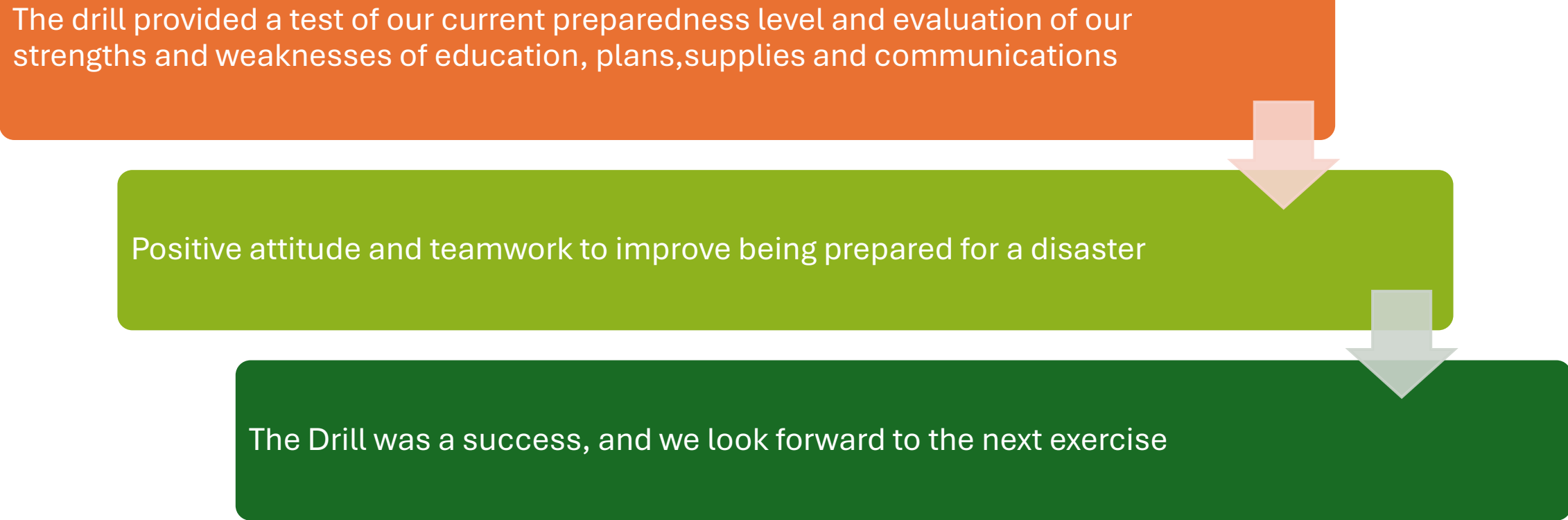
Clearly identify evacuation routes and assembly sites



Purchase supplies of water, food, shelter, sanitation and a storage container

Summary

The drill provided a test of our current preparedness level and evaluation of our strengths and weaknesses of education, plans, supplies and communications



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graph TD; A[The drill provided a test of our current preparedness level and evaluation of our strengths and weaknesses of education, plans, supplies and communications] --> B[Positive attitude and teamwork to improve being prepared for a disaster]; B --> C[The Drill was a success, and we look forward to the next exercise];
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Positive attitude and teamwork to improve being prepared for a disaster

The Drill was a success, and we look forward to the next exercise



December 11, 2024

Rockaway Beach
City Council
Meeting





Public Hearing

- Public Hearing on Proposed Ordinance 2024-06
- Updates Zoning Ordinances 143 Section 4.050 Sign Requirements
- Allows placement of signs on municipal properties and open spaces
- Addresses non-conforming signs, and discrepancies regarding home occupation signs
- Recommended approval by the Planning Commission in October 2024

Ordinance 2024-06

Timeline to Enact ORD. 2024-06

- *Planning Commission Meeting 4/18/24*
- *Planning Commission Meeting 5/16/24*
- *Notice to DLCD 8/16/24*
- *Planning Commission Hearing 10/17/24*
- *City Council Workshop 11/17/24*
- *City Council Hearing 12/11/24*
- *Tentative Adoption Schedule*
 - Public Hearing – Tonight
 - First and Second Reading – Tonight
 - Adoption - Tonight
 - Effective Date – January 10, 2025

CITY OF ROCKAWAY BEACH, OREGON
ORDINANCE NO. 2024-06

AN ORDINANCE AMENDING CITY OF ROCKAWAY BEACH ZONING
ORDINANCE 143 SECTION 4.050 SIGN REQUIREMENTS

WHEREAS, the City of Rockaway Beach ("City") recognizes that certain amendments to the Rockaway Beach Zoning Ordinance are needed to allow for the placement of signs on municipal properties and open spaces, address non-conforming signs, and align discrepancies regarding home occupation signs noted in other sections of the code ("Proposed Amendments");

WHEREAS, through regular Planning Commission meetings in April and May 2024, City staff worked with the Planning Commission to develop the Proposed Amendments to address the deficiencies in the current ordinance;

WHEREAS, on August 16, 2024, the City provided proper notice of the Proposed Amendments to the Department of Land Conservation and Development;

WHEREAS, on October 17, 2024, the Rockaway Beach Planning Commission conducted a properly noticed public hearing on the Proposed Amendments, and having received no objections, recommended that City Council adopt the Proposed Amendments;

WHEREAS, on _____, 2024, the City Council conducted a properly noticed public hearing and first and second reading on the Proposed Amendments; and

WHEREAS, based upon all materials relevant to the proposal, staff reports, findings made by the Rockaway Beach Planning Commission, and testimony and comments submitted at the public hearings, both orally and in writing, the Rockaway Beach City Council has made the findings of fact as set forth in Exhibit A.

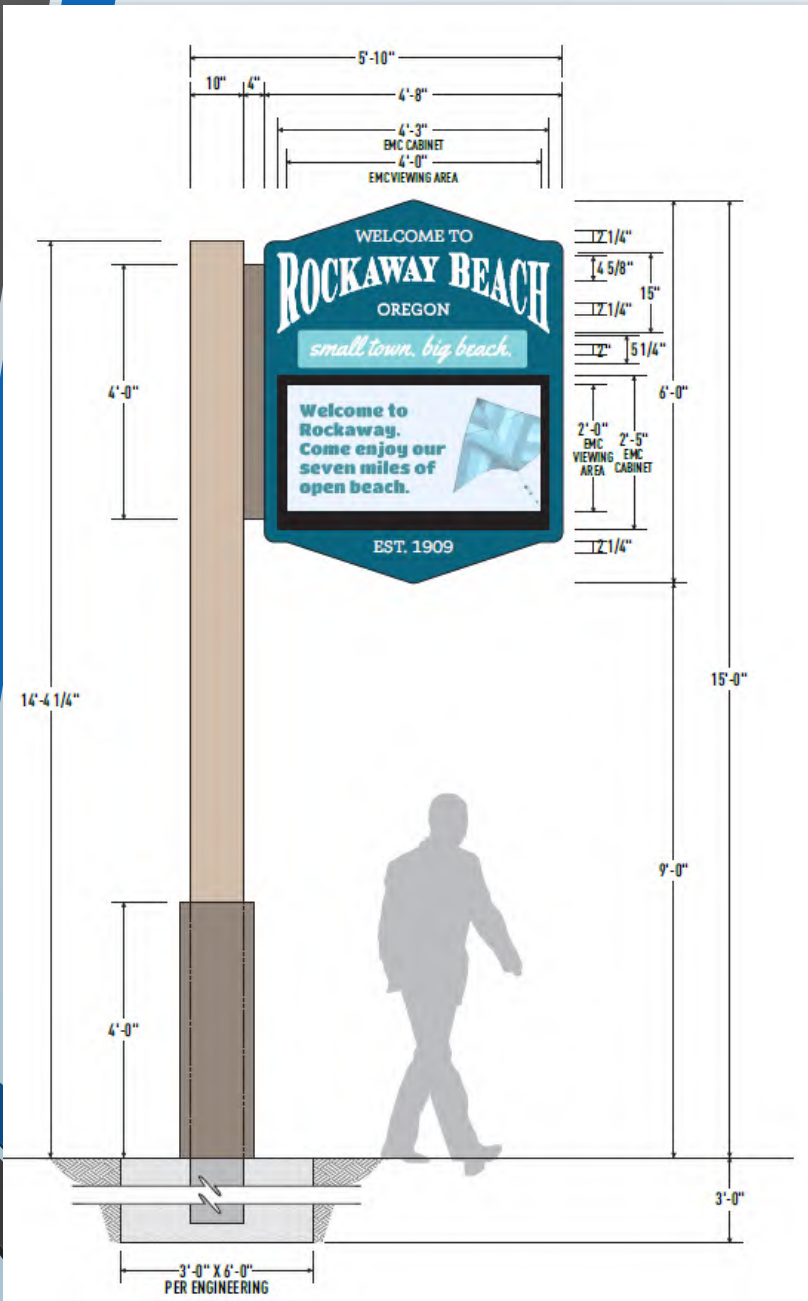
NOW, THEREFORE, The City of Rockaway Beach ordains as follows:

Section 1. Findings. The City Council hereby adopts the Findings of Fact set forth in the above recitals and attached as Exhibit A as its basis for adopting the Proposed Amendments to the Rockaway Beach Zoning Ordinance.

Section 2. Amendments. The Rockaway Beach Zoning Ordinance 143, Section 4.050 is hereby amended, in total, as follows:

Section 4.050. Sign Requirements.

1. Placement. No sign shall be placed in or extend over a required street right-of-way except sidewalks. Signs over sidewalks shall not be less than 8 feet from the sidewalk grade. Where no sidewalk exists, the 6 feet of right-of-way on either side of the street shall be considered the sidewalk.
2. Measurements. The following shall be used in measuring a permanent sign to determine compliance with this Chapter:
 - a. Signs shall be limited to the following:



RESOLUTION NO. 2024-47

A RESOLUTION ADOPTING A PUBLIC MEETINGS LAW GRIEVANCE POLICY

WHEREAS, Oregon House Bill 2805 created mandatory prerequisites for submitting Public Meetings Law complaints to the Oregon Government Ethics Commission (OGEC); and

WHEREAS, ORS 192.705 provides the requirements for filing a written grievance and the governing body's required response; and

WHEREAS, OAR 199-050-0070 clarifies the process for submitting a written grievance alleging a Public Meetings Law violation to a public body.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. The City Council of the City of Rockaway Beach hereby adopts the City of Rockaway Beach Public Meetings Law Grievance Policy, attached as Exhibit A.

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

APPROVED AND ADOPTED BY THE CITY COUNCIL THE 11th DAY OF DECEMBER 2024.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

Resolution 2024-47

- Adopts a Public Meetings Law Grievance Policy.
- HB 2805 created mandatory prerequisites for submitting Public Meetings Law complaints to OGEC
- Prerequisites include filing a written grievance and response from governing body
- City created policy to comply, and to clearly communicate process for the public.

RESOLUTION NO. 2024-48

A RESOLUTION APPROVING 2024-2025 COMMUNITY GRANT PROGRAM MATERIALS FOR SMALL AND LARGE GRANT COMMUNITY GRANTS

WHEREAS, the City Council appropriated \$75,000 for the Community Grant Program in the 2024-2025 fiscal year adopted budget; and

WHEREAS, the City Council recognizes that amendments to the Community Grant program are needed to provide a clear and objective application, criteria, review and award process for the program; and

WHEREAS, at the direction of the City Council, the Planning Commission worked with City staff through regular Planning Commission meetings to develop the Small Community Grant and Large Community Grant program materials, attached as Exhibits A and B; and

WHEREAS, the Planning Commission recommended the City Council approve the proposed grant program materials.

WHEREAS, the City Council wishes to implement the new Community Grant Program materials,

NOW, THEREFORE, BE IT RESOLVED THAT

Section 1. The City of Rockaway Beach hereby approves the program materials for the Small Community Grant as attached in Exhibit A.

Section 1. The City of Rockaway Beach hereby approves the program materials for the Large Community Grant as attached in Exhibit B.

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

APPROVED AND ADOPTED BY THE CITY COUNCIL THE 11th DAY OF DECEMBER 2024.

APPROVED

Charles McNeilly, Mayor

Resolution 2024-48

- Approves 2024-2025 Community Grant program materials
- Planning Commission worked with staff to update grant program
 - Clear/Objective application
 - Program criteria
 - Review and award process
- Small CG – up to \$4,999
- Large CG – \$5,000-\$20,000
- Accepting applications February 2025.

RESOLUTION NO. 2024-49

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE SAFE DRINKING WATER REVOLVING LOAN FUND GRANT CONTRACT FOR FOREST MANAGEMENT PLANNING & APPRAISAL FOR THE JETTY CREEK WATERSHED

WHEREAS, the State of Oregon has awarded the City of Rockaway Beach a grant in the amount of \$70,000 from the Safe Drinking Water Revolving Loan Fund for the Drinking Water Source Protection Plan project "Forest Management Planning & Appraisal for the Jetty Creek Watershed"; and

WHEREAS, the State administers the grant through its Oregon Infrastructure Finance Authority of the Oregon Business Development Department ("OBDD"), also known as Business Oregon.

NOW, THEREFORE, BE IT RESOLVED THAT

Section 1. The City Council of the City of Rockaway Beach hereby authorizes the City Manager to execute a Safe Drinking Water Revolving Loan Fund Grant Contract for Source Water Protection (Project Name: Forest Management Planning & Appraisal for the Jetty Creek Watershed; Project No. U25006) with the Oregon Business Development Department, in the amount of \$70,000.

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

APPROVED AND ADOPTED BY THE CITY COUNCIL THE 11th DAY OF DECEMBER 2024.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

Resolution 2024-49

- Authorizes City Manager to execute grant contract to fund Forest Management Planning and Appraisal for Jetty Creek Watershed
- Oregon Health Authority award:
 - \$70,000 for project U25006
 - Forest Management Plan Development
 - Property Appraisal
 - Community Engagement
- Project is next step after DEQ Sourcewater Protection Plan approval

RESOLUTION NO. 2024-50

A RESOLUTION APPROVING AN UPDATED MEMORANDUM OF UNDERSTANDING AMONG THE PARTICIPANTS OF THE JETTY CREEK WORKING GROUP

WHEREAS, the City of Rockaway Beach, Nuveen Natural Capital, Sustainable Northwest, North Coast Land Conservancy, and local community representatives, collectively known as the Jetty Creek Working Group executed a Memorandum of Understanding (MOU) in January 2024 to define their respective roles and responsibilities in order to achieve mutually beneficial outcomes and resources in the lower Jetty Creek watershed; and

WHEREAS, the Jetty Creek Working Group intends to create a collaborative solution for long-term stewardship of the watershed; and

WHEREAS, the City's primary drinking water source is the Jetty Creek watershed and collaborative, sustainable stewardship of the watershed is in the best interest of the City; and

WHEREAS, the current Jetty Creek Working Group MOU expires December 31, 2024 and provides that it can be modified or extended upon mutual agreement by the parties; and

WHEREAS, the Jetty Creek Working Group wishes to extend the MOU.

NOW, THEREFORE, BE IT RESOLVED, that the City of Rockaway Beach City Council hereby approves the Updated Memorandum of Understanding among the participants of the Jetty Creek Working Group, attached as Exhibit A.

APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 11TH DAY OF DECEMBER 2024.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

Resolution 2024-50

- Approves updated memorandum of understanding among participants of Jetty Creek Working Group
- Current MOU expires on December 31, 2024. (City signed on in January)
- Members would like to continue to collaborate on watershed stewardship
- New MOU will expire at the end of 2026

City of Rockaway Beach
City Council Executive Session



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

RECORD OF EXECUTIVE SESSION

NOT FOR PUBLIC DISCLOSURE - ANY ENCLOSED DOCUMENTS ARE CONFIDENTIAL

Meeting held pursuant to the following ORS:

- | | | |
|-------------------------------------|----------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> | 192.660(2)(a) | Employment of Public Officers, Employees and Agents |
| <input type="checkbox"/> | 192.660(2)(b) | Discipline of Public Officers and Employees |
| <input type="checkbox"/> | 192.660(2)(d) | Labor Negotiator Consultations |
| <input type="checkbox"/> | 192.660(2)(e) | Real Property Transactions |
| <input type="checkbox"/> | 192.660(2)(f) | Exempt Public Records |
| <input type="checkbox"/> | 192.660(2)(g) | Trade Negotiations |
| <input type="checkbox"/> | 192.660(2)(h) | Legal Counsel |
| <input checked="" type="checkbox"/> | 192.660(2)(i) | Performance Evaluations of Public Officers and Employees |
| <input type="checkbox"/> | 192.660(2)(j) | Public Investments |

Called to Order at: _____ **Adjourned at:** _____

Present:

Mayor: Charles McNeilly
Councilors: Penny Cheek, Mary McGinnis, Tom Martine, Kristine Hayes, Alesia Franken

Excused:

Staff: Luke Shepard, City Manager

Legal Counsel:

Consultants:

Other:

Subject: Pursuant to ORS 192.660(2)(i) to review and evaluate the job performance of the City Manager.

Form Completed by: Luke Shepard, City Manager

Executive Session

- The Rockaway Beach City Council will hold Executive session to consider the performance evaluation of a public employee. (annual performance review)
- Standard Practice allowed under ORS 192.660(2)(i).
- This session is closed to the public. No final action will be taken in this closed session. If a decision needs to be made, it will be done when the open session resumes.

RESOLUTION NO. 2024-51

A RESOLUTION APPROVING CITY MANAGER PERFORMANCE EVALUATION
ANNUAL SUMMARY

WHEREAS, pursuant to Section 32 of the City Charter, the City Manager is the administrative head of the city government, and is responsible to the Mayor and Council for the proper administration of all city business; and

WHEREAS, the City Council evaluated the performance of the City Manager in Executive Session under ORS 192.660(2)(i) held on December 11, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the City of Rockaway Beach City Council hereby approves and adopts the City Manager Performance Evaluation Annual Summary for January 2024 to December 2024, attached as Exhibit A.

APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 11TH DAY OF DECEMBER 2024.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

Resolution 2024-51

- Approves City Manager Performance Evaluation - ICMA Form
- Council Members and Mayor rate the City Manager's Performance
- Individual Evals are combined into a single "Evaluation Summary"
- Performance discussed in Executive Session
- City Council approves the Summary Evaluation in the regular session

RESOLUTION NO. 2024-52

**A RESOLUTION AUTHORIZING AMENDMENTS TO THE BASE RATE
COMPENSATION FOR THE CITY MANAGER**

WHEREAS, Luke Shepard was appointed as City Manager effective November 18, 2022; and

WHEREAS, the City Council evaluated the performance of the City Manager in Executive Session under ORS 192.660(2)(i) held on December 11, 2024; and

WHEREAS, the Council may amend by resolution the City Manager's compensation in accordance with the City Manager's Employment Agreement, Section 3.

WHEREAS, the City Council wishes to adjust the City Manager's compensation to maintain a salary that is more closely aligned with comparable cities and market conditions.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Effective January 1, 2025, the City Manager's base salary shall be increased by _____ percent (%).

APPROVED AND ADOPTED BY THE CITY COUNCIL, AND EFFECTIVE THE 11TH DAY OF DECEMBER 2024.

APPROVED

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder

Resolution 2024-52

- Authorizes one-time Amendment to City Manager's Compensation Package
- Maintain salary that is comparable to similar cities and market conditions
- Meetings Law does not allow discussion of salary in tonight's executive session

Public Meetings: December and January



- Dec. 11 City Council Workshop and Regular Meeting
- *Dec. 14 Santa at the Fire Station*
- Dec. 19 Planning Commission Meeting
- ~~• Dec. 26 Coffee with Mayor and City Manager~~
- Jan. 15 City Council Workshop and Regular Meeting
- Jan. 17 Planning Commission Meeting
- Jan. 23 Coffee with Mayor and City Manager
- Jan. XX SPPDAC Meeting (TBD late January)

2024 Tree Lighting Ceremony – Thank You!



**Rockaway Beach
Christmas Tree Lighting
& Holiday Sale**

Friday, Nov 29th, 5:45 pm
Rockaway Beach Wayside

**Refreshments & Caroling
Fun For The Whole Family**
Please bring your homemade ornaments for
the tree!

Santa will be arriving on the
Rockaway Beach Tree Lighting Train
at 6:00 pm

Tree Lighting at 6:30 pm
Annual Holiday Sale - Stores Open Late!

**PLEASE BRING CANNED FOOD
DONATIONS FOR NORTH COAST
FOOD BANK**

Brought to you by the City
of Rockaway Beach and
The Rockaway Beach
Business Association



Wayside Beach Access

- Ramp and Stair Beach Access





Santa at the Station

December 14 at 6PM

SANTA AT THE STATION
DEC 14TH
6:00 P.M.
BRING YOUR FAMILY FOR COOKIES AND CHEER!

HELP BRING SANTA TO THE STATION!!
JOIN US FOR THE LITE PARADE!
STAGING AT MANHATTAN BEACH PARKING LOT AT 5:00 PM
(off 101 and Beach St at Nedonna Beach)

Come with your decorated vehicle and bring Santa to the Station! Parade leaves at 5:30 for a trip through town and drop Santa at the Station for cookies and fun! All families are welcome to come and enjoy an evening with Santa.



SPONSORED BY ROCKAWAY BEACH FIRE & RESCUE
ROCKAWAY BEACH BUSINESS ASSOCIATION



Employee Recognition:

Logan Romig

- January will mark 10 years with CORB!
- Recently promoted to Utility Worker III, full journey level for position
- Always improving, first to arrive and the last to leave, plays leading role in the PW Dept
- “Logan's leadership and work ethic have played a significant role in the city's success. He continues to exemplify what it means to be a dependable and impactful public servant.” - D. Emerson

Logan Romig





City of Rockaway Beach, Oregon
276 S. Highway 101, PO Box 5
Rockaway Beach, OR 97136
(503) 374-1752 FAX (503) 355-8221

To: Mayor and City Council

From: Luke Shepard, City Manager

Subject: 2024 City Manager's End of Year Message

December 20, 2024

Dear Mayor and City Council,

What another productive and transformative year 2024 has been! I'm so proud of what our city team, governing body, planning commission, consultants, and community members have been able to accomplish over the past twelve months. After more than 17 years with the City, I've never been prouder to be a part of our team. We have an incredible group, and their efforts make all that follows possible.

Over the last twelve months, the City has taken decisive and positive steps on a wide range of issues including the City's work toward improving its fiscal health, increasing community engagement, expanding community development and housing efforts, creating policy updates, improving billing procedures and upgrading software, meeting room and technology improvements, enlarging human resource services, upgrading public facilities, completing capital improvement projects and planning for more, enhancing watershed protection, strengthening emergency preparedness, and success on several court cases. For your convenience, I've attempted to summarize these activities below in greater detail.

Thank you for the opportunity to serve as the Rockaway Beach City Manager. I look forward to continuing this positive work into the future.

Fiscal Health

While many cities and counties face growing budgetary shortfalls, the Rockaway Beach staff is currently working to introduce a new Budget Stabilization Fund (Rainy Day Fund) into the City's next annual budget. Our latest financial audit showed that once again, total revenues outpaced expenditures by a wide margin. Tracking a city's net position usually gives a good indication of its overall financial health. The City of Rockaway Beach's net position has increased by more than \$7 million since 2019, with the largest increase of over \$3 million occurring this past 22/23 budget year.

The City budget was tested twice this year, once for the \$25,000 cost of major storm damage repairs to the Boardwalk and again to cover a \$116,000 negotiated settlement agreement stemming from a longstanding legal battle. On both occasions the City had the

2024

- Thank you all for a wonderful year!
- City Manager's End of Year Message - online soon.

Rockaway Beach
City Council is
currently meeting
in Executive
(Closed) Session



Regular (open) session will resume when the
Executive Session has adjourned.

December 11, 2024

Rockaway Beach
City Council
Meeting

