

City of Rockaway Beach

City Council Workshop Minutes



Date: Wednesday, May 14, 2025

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

Council Members Present: Mayor Charles McNeilly; Councilors Penny Cheek, Mary McGinnis, Tom Martine, and Kiley Konruff

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

3. COUNCIL BRIEFING/DISCUSSION

- a. **Presentation – Source Water Protection Plan** – Suzanne de Szoeki, GSI Water Solutions, Inc.
Start time: 4:31 p.m.

De Szoeki gave a presentation providing background and an overview of the final draft of the Source Water Protection Plan.

McGinnis thanked De Szoeki and the Source Water Protection Plan Development Advisory Committee. Shepard concurred with McGinnis, noting that it was a major milestone, and had gone very smoothly. Shepard shared that development of the Forest Stewardship Plan would begin soon and confirmed that the City had grant funds to pay for that work. McNeilly expressed appreciation to De Szoeki and her team.

- b. **Review of Proposed Amendments to Flood Hazard Overlay Zone Related to FEMA PCIM**
Start time: 4:51 p.m.

Mertz shared a presentation providing background on Federal Emergency Management Agency (FEMA) and the National Floodplain Insurance Program (NFIP), the lawsuit leading to the Biological Opinion, and Pre-Implementation Compliance Measures (PCIM) that the City must adopt to be in compliance. Mertz shared current litigation between Oregonians for Floodplain Protection (OFF) and FEMA could affect the process, and reviewed highlights of the proposed code updates. Mertz clarified “no net loss” standards. Mertz explained that staff will recommend approval of the draft changes to the ordinance and comprehensive plan if an injunction is not issued in *Oregonians for Floodplain Protection (OFF) v. FEMA*.

- c. **Review Large Community Grant Recommendations**

Start time: 5:07 p.m.

Shepard shared slides showing the Planning Commission recommendation to fund the top three ranked large community grant applications, and comments regarding the lowest ranked application. After brief discussion, there was Council consensus to move forward with the Planning Commission recommendation. There were suggestions to work with Tillamook County Visitors Association (TCVA) to provide a grant-writing class in the future.

d. Review of Amendment to Health Department Lease Agreement

Start time: 5:13 p.m.

Shepard explained that the lease agreement with the Tillamook County Health Department for their health clinic space at City Hall was expiring at the end of June. Shepard stated that the proposed agreement would extend the lease another 5 years, and included inflationary adjustments and simplified utility billing. Shepard confirmed that there was a 30-day termination option.

e. Review Marketing Grant Applications

Start time: 5:15 p.m.

Shepard acknowledged Finance Director Johnson and Lark Reifensahl for coordinating the Council's review and thanked the Council for scoring the applications. Shepard shared a slide showing the Marketing Grant application rankings.

Discussion included:

- Review of slide showing application rankings and average scores
- Concerns expressed and an email shared regarding Chamber of Commerce application references to the State's Oregon Main Street program
- Concerns about timing of Sand Dollar radio ads (not off-season)
- Comments regarding other grants that might better fit the Chamber application

After discussion, there was consensus that the top three scoring applications would be considered for funding.

f. Review of Applications to Serve on the Planning Commission

Start time: 5:28 p.m.

Shepard explained the Planning Commission vacancy was due to long-time Planning Commissioner Pat Olson's resignation. Shepard noted that Leslie Vipond had withdrawn her application as she no longer had the time to dedicate to the work, and the two remaining applicants were Penny Cole and Dick Martindale.

Discussion included:

- Martindale resides outside city limits; preference to reserve that position available to UGB residents when there are no applicants within city limits
- Cole is very active within the community
- Encouragement for Martindale to stay involved in other ways

After discussion, there was consensus to consider appointing Penny Cole.

g. Other Regular Session Agenda Items Review

Start time: 5:33 p.m.

Shepard noted that the regular meeting would be very busy.

4. ADJOURNMENT

Start time: 5:34 p.m.

Cheek made a **motion**, seconded by Martine, to adjourn the meeting at 5:34 p.m.

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

Aye: 4 (Cheek, McGinnis, Martine, Konruff)

Nay: 0

MINUTES APPROVED THE
11TH DAY OF JUNE 2025


Charles McNeilly, Mayor

ATTEST


Melissa Thompson, City Recorder