



City of Rockaway Beach

Regular City Council Meeting Minutes

Date: Wednesday, June 11, 2025
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.

2. PLEDGE OF ALLEGIANCE

3. 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; Mary Mertz, City Planner; Dan Emerson, Public Works Superintendent; Todd Hesse, Fire Chief; and Kevin Grogan, Sheriff's Deputy

Consultant Present: Rachel Cotton, Cascadia Partners (via Zoom)

4. CONSENT AGENDA

Start time: 6:02 p.m.

- a. Approval of May 14, 2025 Regular Meeting Minutes
- b. Approval of May 14, 2025 Workshop Minutes
- c. Review of Financial Reports

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

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

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

Nay: 0

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS – None Scheduled

6. STAFF REPORTS

a. Fire Department

Start time: 6:03 p.m.

Hesse presented a staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of May 2025. Hesse provided additional verbal updates and responses to Councilor questions:

- Fire department will actively participate in the Fourth of July parade and fireworks.
- They have approved a new shirt design that will be available in about a month.
- Memorial Day Weekend saw an increase in visitors and emergency responses, with 10 or 11 calls over the weekend.
- The burn season is expected to end on July 1st.
- Fire season has started early, with a significant fire in the Dalles. The state is sending resources to assist.
- Fire department has created fillable forms for residents who may need assistance during natural or man-made disasters. These forms are available on the department's website and in physical copies.
- Hesse confirmed that the department has stickers available for children and has recently provided department tours.
- Hesse is scheduled to inspect the new ladder truck in South Dakota on June 29th. The truck is nearing completion, and a push-in ceremony is planned.
- Another CERT class would be held as soon as there were enough volunteers to hold it.
- Hesse reported on responses to recent fire alarms, including a surprise response to a cooking incident smoke alarm.
- Hesse reported that the fire department recently held its annual dinner, where they honored four past members who had at least 25 years of public service, including Barry Mammano, Tom Martine, Shawn Vincent, and Pat Olson.

b. Sheriff's Office

Start time: 6:15 p.m.

Deputy Kevin Grogan summarized the Sheriff's Office report for May 2025. Grogan added that he will now be driving a grey Ford Explorer. Grogan confirmed that a third deputy was expected to come on duty in week or so, and the fourth by July 1st. There was brief discussion regarding the increased tourist presence.

c. Public Works

Start time: 6:19 p.m.

Emerson presented his report on operations within the Public Works department for May 2025. Additional comments and discussion included:

- Emerson confirmed that benches were being prepped for installation on the Old Cedar boardwalk.
- Councilor expressed thanks to Bill Hassell for advocating for the benches.
- Councilor thanked Emerson for culvert work at 2nd Street and Coral.

- Councilor comment that the Lake Lytle improvement project work (outside of the water) was eagerly anticipated. Shepard explained that the Oregon Parks and Recreation Department (OPRD) provided notice that the City would be awarded grant funding, but it was still in lengthy review process. Work could possibly begin fall/winter to open next Spring.
- Councilor comment regarding questions about the cleaning of milfoil in Lake Lytle, noting that the City doesn't own the lake, but was aware of milfoil. There is a plan, but multiple governmental jurisdictions are involved.

d. City Manager

Start time: 6:28 p.m.

Shepard shared a presentation including an overview of business items on the agenda. Shepard shared updates on completed road slurry seal resurfacing projects, and shared public meeting dates in June and July. Shepard announced that the City was accepting applications for 4th of July Parade entries.

7. PUBLIC HEARING

a. Consideration to Continue the Public Hearing on Ordinances 2025-05 and 2025-06 Updating the Zoning Ordinance and Comprehensive Plan Related to the Flood Hazard Overlay Zone to the next City Council Meeting on August 20, 2025 at 6:00 p.m.

Start time: 6:39 p.m.

McNeilly explained that the court granted a 60-day stay in the proceedings of the case *Oregonians for Floodplain Protection v. FEMA*. The City's legal counsel has recommended that the city "continue the matter" of the scheduled public hearing on the floodplain amendments until the case plays out.

McGinnis made a **motion**, seconded by Martine, to Continue the Public Hearing on Ordinances 2025-05 and 2025-06 Updating the Zoning Ordinance and Comprehensive Plan Related to the Flood Hazard Overlay Zone to the City Council Meeting on August 20, 2025 at 6:00 p.m.

McGinnis commented that the City was following the federal government's directions.

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

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

Nay: 0

b. Public Hearing on Ordinances 2025-02/2025-03/2025-04 Updating the Zoning Code, Subdivision Code, and Comprehensive Plan Related to Middle Housing
Start time: 6:41 p.m.

McNeilly opened the public hearing at 6:41 p.m.

McNeilly explained that purpose of this Public Hearing was to allow public input regarding proposed amendments to the Rockaway Beach Zoning Ordinance, Subdivision Ordinance and Comprehensive Plan Related to Middle Housing that are necessary to meet state requirements for duplexes, triplexes, quadplexes, townhouses and cottage clusters.

McNeilly provided testifying instructions.

City Planner Mertz gave a summary of the staff report, including relevant criteria and staff findings. Mertz concluded that staff supported the amendments and that the amendments were recommended for approval by the Rockway Beach Planning Commission on April 17, 2025.

There were no Council questions for staff.

Mertz confirmed that no additional correspondence besides what had already been included in the staff report had been received.

McNeilly read additional statements regarding providing testimony and preserving the right to appeal.

No audience members wished to testify in favor.

No audience members wished to testify in opposition.

Nancy Lanyon, resident, thanked the City and staff for their work, noting much of it was being imposed. Lanyon testified requesting a change in the Subdivision and Land Partitioning Ordinance, Section 14, item 2, to change the word “servants” to “staff”.

There were Council questions for staff and no further comments from staff.

McNeilly closed the public hearing at 6:50 p.m.

8. PUBLIC COMMENT ON NON-AGENDA ITEMS

Start time: 6:50 p.m.

Robin Swain, resident, commented on Rockaway Beach Volunteers, sharing opportunities for community members to volunteer, and encouraging all to attend upcoming festivals.

Lydia Hess, resident, invited all to join a group of bicycle riders, the Rockaway Bike Brigade, in the 4th of July Parade.

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

a. First & Second Reading of Ordinance 2025-02 Amending City of Rockaway Beach Zoning Ordinance 143 (Code Chapter 155) Related to Middle Housing

Start time: 6:56 p.m.

McNeilly explained the Charter provisions for Ordinance adoption.

Cheek made a **motion**, seconded by McGinnis, to perform the first and second reading by title only of Ordinance 2025-02.

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

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

Nay: 0

McNeilly performed the first and second reading of Ordinance 2025-02 by title only.

Martine made a **motion**, seconded by Cheek, to approve the first and second reading by title only of Ordinance 2025-02.

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

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

Nay: 0

b. Consideration to Adopt Ordinance 2025-02 Amending City of Rockaway Beach Zoning Ordinance 143 (Code Chapter 155) Related to Middle Housing

Start time: 6:59 p.m.

McNeilly explained that with the first and second reading now complete, Ordinance 2025-02 is ready for adoption.

McGinnis made a **motion**, seconded by Martine, that based on the facts and evaluations presented in the City Staff Report, and evidence presented, the Rockaway Beach City Council

approve the amendments to the City of Rockaway Beach Zoning Ordinance and adopt Ordinance 2025-02.

McNeilly invited Council deliberation. There was no further discussion.

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

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

Nay: 0

c. First & Second Reading of Ordinance 2025-03 Amending City of Rockaway Beach Subdivision Ordinance Related to Middle Housing

Start time: 7:00 p.m.

McNeilly explained the Charter provisions for Ordinance adoption.

McGinnis made a **motion**, seconded by Cheek, to perform the first and second reading by title only of Ordinance 2025-03.

McNeilly invited Council deliberation. There was no further discussion.

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

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

Nay: 0

McNeilly performed the first and second reading of Ordinance by title only of Ordinance 2025-03.

Martine made a **motion**, seconded by Konruff, to approve the first and second reading by title only of Ordinance 2025-03.

McNeilly invited Council deliberation. There was no further discussion.

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

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

Nay: 0

d. Consideration to Adopt Ordinance 2025-03 Amending City of Rockaway Beach Subdivision Ordinance Related to Middle Housing

Start time: 7:03 p.m.

McNeilly explained that with the first and second reading now complete, Ordinance 2025-03 is ready for adoption.

McGinnis made a **motion**, seconded by Martine, that based on the facts and evaluations presented in the City Staff Report, and evidence presented, the Rockaway Beach City Council approve the amendments to the City of Rockaway Beach Subdivision Ordinance and adopt Ordinance 2025-03.

McNeilly invited Council deliberation. There was no further discussion.

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

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

Nay: 0

e. First & Second Reading of Ordinance 2025-04 Amending City of Rockaway Beach Comprehensive Plan Related to Middle Housing

Start time: 7:05 p.m.

McNeilly explained the Charter provisions for Ordinance adoption.

Konruff made a **motion**, seconded by Martine, to PERFORM the first & second reading by title only of Ordinance 2025-04.

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

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

Nay: 0

McNeilly performed the first and second reading of Ordinance 2025-04 by title only of Ordinance 2025-04.

Martine made a **motion**, seconded by Cheek, to approve the first and second reading by title only of Ordinance 2025-04.

McNeilly invited Council deliberation. There was no further discussion.

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

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

Nay: 0

f. Consideration to Adopt Ordinance 2025-04 Amending City of Rockaway Beach Comprehensive Plan Related to Middle Housing

Start time: 7:07 p.m.

McNeilly explained that with the first and second reading now complete, Ordinance 2025-04 is ready for adoption.

McGinnis made a **motion**, seconded by Martine, that based on the facts and evaluations presented in the City Staff Report, and evidence presented, the Rockaway Beach City Council approve the amendments to the City of Rockaway Beach Comprehensive Plan and adopt Ordinance 2025-04.

McNeilly invited Council deliberation. There was no further discussion.

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

Aye: 4 (Cheek, McGinnis, Martine, Konruff)
Nay: 0

g. Consideration of Resolution 2025-30 Reappointing Members to the Planning Commission
Start time: 7:08 p.m.

McNeilly explained the Rockaway Beach Charter Chapter III, Section 7, authorizes the Mayor, with the approval of a majority of the Council, to make appointments to committees, and Council Meeting Rules & Procedures provide that the Mayor may consider reappointment of incumbents to the Planning Commission. Two Planning Commission members, Lydia Hess, and newly-appointed Penny Cole, are serving terms expiring on June 30, 2025.

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

Cheek made a motion, seconded by Martine, to approve Resolution 2025-30.

McGinnis commented that they were both members were recently appointed to fill vacancies.

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

Aye: 4 (Cheek, McGinnis, Martine, Konruff)
Nay: 0

h. Consideration of Resolution 2025-31 Approving the Collective Bargaining Agreement with Employees Represented by the American Federation of State, County and Municipal Employees Local 2734-1, AFSCME Council No. 75 AFL-CIO
Start time: 7:11 p.m.

McNeilly explained this Collective Bargaining Agreement (CBA) between the City and employees represented by AFSCME Local 2734-1, Council 75, is for establishing wages, hours and conditions of employment, and establishing an equitable and peaceful procedure for the resolution of differences between the parties. McNeilly stated the City's leadership and AFSCME bargaining teams have negotiated on limited and specific articles of the current agreement and reached a tentative agreement on a new four-year CBA for the period July 1, 2025 to June 30, 2029. The tentative agreement must be approved by the City Council before it becomes effective.

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

Martine made a **motion**, seconded by Cheek, to approve Resolution 2025-31.

McGinnis thanked the employee representatives and City leadership that negotiated the agreement for their excellent work, noting that she had seen many collective bargaining agreements and this was one of the most solid she'd seen. McGinnis expressed the City's desire to take care of and retain its valuable employees.

McNeilly commented that the City had the best employees and stated he was happy with the agreement including the salaries which were designed to reward and retain employees.

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

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

Nay: 0

i. Consideration of Resolution 2025-32 Approving Awards for the 2025 Façade Improvement Grant Program

Start time: 7:14 p.m.

McNeilly stated this resolution authorizes awards for the 2025 fiscal year Façade Improvement grants. McNeilly explained this grant is funded with lodging tax collected by the city and is administered by the Tillamook Coast Visitors Association. The Council reviewed an application in the Workshop and may now consider granting awards. McNeilly shared the proposed recipients and award amounts, and commented that the grant program had already improved businesses in the community. McNeilly noted that four applicants would be asked to revise and resubmit their applications, and that funds were available for additional awards.

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

Cheek made a **motion**, seconded by Martine, to approve Resolution 2025-32.

McGinnis thanked all businesses for applying, thanked staff for their work assisting applicants, and congratulated all recipients. McGinnis noted that the goal of the grant was to fix up the town. She reiterated that the four that weren't awarded now would be invited to reapply.

McNeilly noted that the part of the reason the City received more grant applications was that it changed its grant funding approach by providing 50% of the funds upfront and reimbursing the remainder. He thanked Nan Devlin from the Tillamook Coast Visitor's Association and City Manager Shepard for making that possible. McNeilly commented that trusting our businesses was the right thing to do, and it would bring improvement and better experiences for visitors.

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

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

Nay: 0

j. Consideration of Resolution 2025-33 Establishing Forest Management Plan Development Advisory Committee

Start time: 7:19 p.m.

McNeilly explained that resolution establishes an advisory committee for the purpose of receiving and reviewing project information and providing community input to the Forest Stewardship Plan facilitator during the development of the City's Forest Stewardship Plan.

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

Martine made a **motion**, seconded by Cheek, to approve Resolution 2025-33.

McGinnis noted that this is a citizen advisory committee and aligns with the Council's mission and value to involve the community in decision-making. McGinnis explained that members will not need to have technical expertise because staff obtained a grant to fund a special consultant who will lead the effort. McGinnis added that a professional forester will manage the forest.

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

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

Nay: 0

k. Consideration of Resolution 2025-34 Recommending Granting of Liquor License Approval for Pelican Brewing Company

Start time: 7:21 p.m.

McNeilly stated that this resolution approves recommending to OLCC that the application from Pelican Brewing Company for a new Full On-Premises, Commercial liquor license be granted.

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

Cheek made a motion, seconded by Konruff, to approve Resolution 2025-34.

Konruff expressed excitement for the opportunity to have Pelican as a new year-round business.

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

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

Nay: 0

I. Consideration of Resolution 2025-35 Selecting the Volunteer of the Year and Grand Marshal for the 2025 4th of July Parade

Start time: 7:23 p.m.

McNeilly stated that the Council reviewed nominees for the Volunteer of the Year and Grand Marshal for the 2025 4th of July Parade in the Workshop. McNeilly explained that the Council coalesced around Barb Riley for Volunteer of the Year and Pat Olson for Grand Marshal.

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

Martine made a motion, seconded by Konruff, to approve Resolution 2025-35, selecting Barb Riley as the 2025 Volunteer of the Year, and selecting Pat Olson as the Grand Marshal for the 2025 4th of July Parade.

McGinnis commented that both people had received a lot of nominations. Konruff expressed appreciation for both people, noting that Olson was also nominated for Volunteer of the Year. Konruff expressed gratitude for all nominees and volunteers within the community. Cheek commented that they were a good choice. Martine noted that volunteers in Rockaway are exceptional and donate their time in multiple areas.

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

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

Nay: 0

11. ITEMS REMOVED FROM CONSENT AGENDA – None removed

12. COUNCIL CONCERNS

Start time: 7:26 p.m.

Cheek commented that two very worthy people were selected for Volunteer of the Year and Grand Marshal. Cheek was excited to be close to receiving the new fire department ladder truck.

Konruff commented on the positive Council meetings that evening, and was pleased to be awarded sizeable grants to better the community and beautiful town, welcoming new businesses, and acknowledging volunteers.

Martine commented that he owned a small business when he moved to Rockaway in 1995 and acknowledged how valuable the Façade Improvement grant program would have been then.

McGinnis echoed Konruff's comments regarding the positive Council actions and activities in the community. McGinnis spotlighted several local businesses.

13. MAYOR'S REPORT

Start time: 7:32 p.m.

McNeilly shared slides providing an update on new business in Rockaway Beach. McNeilly expressed thanks to volunteers, the Tillamook Coast Visitors Association, and City staff and leadership for recent work and activities in the community. McNeilly encouraged volunteering in the community and shared information about upcoming opportunities to participate with the Rockaway Beach Volunteers. McNeilly announced that the next Coffee with Mayor & Manager meeting would be held on June 18, 2025 at 9:00 a.m. and encouraged all to attend. McNeilly invited the public to email him regarding any questions or concerns about the City.

14. ADJOURNMENT

Start time: 7:35 p.m.

Martine made a **motion**, seconded by Cheek, to adjourn the meeting at 7:35 p.m.

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

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

Nay: 0

MINUTES APPROVED THE
16TH DAY OF JULY 2025



Charles McNeilly, Mayor

ATTEST



Melissa Thompson, City Recorder