



City of Rockaway Beach

Regular City Council Meeting Minutes

Date: Wednesday, July 16, 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; Geoff Grace, Fire Captain; Shawna Yost, Firefighter/EMT; Kevin Grogan, Sheriff's Deputy; and Terrance Watters, Sheriff's Deputy

4. CONSENT AGENDA

Start time: 6:01 p.m.

- a. Approval of June 11, 2025 Regular Meeting Minutes
- b. Approval of June 11, 2025 Workshop Minutes
- c. Review of Financial Reports

Motion by Martine, seconded by Cheek, to approve the consent agenda.

Motion carried by the following vote:

Yes: 4 (Cheek, McGinnis, Martine, Konruff)
No: 0

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS – None Scheduled

6. STAFF REPORTS

a. Fire Department

Start time: 6:02 p.m.

- Captain Grace presented a staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of June 2025.
- Grace reported Firefighter/EMTs Shawna Yost and Fjara Venezia joined summer staff.

- Yost was introduced and welcomed by the Council.
- Grace shared two photos of the new ladder truck, estimating its arrival in August.
- Grace confirmed that CERT training was estimated in late Fall.
- Shepard commended Grace for his report.

b. Sheriff's Office

Start time: 6:10 p.m.

- Deputy Kevin Grogan summarized the Sheriff's Office report for June 2025.
- Grogan announced Deputy Watters was now assigned to Rockaway Patrol.
- Grogan explained that the Sheriff's Office has a substation office in City Hall, and Deputies patrol and respond to calls within the City on a full-time basis.
- Discussion about speeding issues on North 3rd Ave., Nehalem, South Second and Lake Lytle. Grogan suggested speed trailers could be set up and encouraged the public to call the non-emergency Sheriff's Office number to report speeding and problem areas.
- Request by Cheek to add street names to the incident report.
- Deputy Terrance Watters was introduced.

c. Public Works

Start time: 6:16 p.m.

- Mertz shared slides presenting highlights of operations within the Public Works department for June 2025, updates on projects, and acknowledgement of Mitch Leipzig and Logan Romig for receiving certifications.
- Public encouraged to watch that evening's Workshop to view the sewer rate study presentation.
- Mertz was welcomed to first full month as Public Works Director.

d. City Manager

Start time: 6:28 p.m.

- Shepard shared a presentation including an overview of business items on the agenda, a financial highlight on annual dividends, recent news publications, new City Planner Abram Tapia; staff certifications achieved, new Council room chairs, and public meeting dates in July and August.
- Comment appreciating the project updates from Shepard and Mertz.
- Comments on rapid progress made on the Jetty Creek Watershed project and gratitude expressed for the dedicated efforts of all involved.

7. PUBLIC HEARING – None Scheduled

8. PUBLIC COMMENT ON NON-AGENDA ITEMS

Start time: 6:41 p.m.

- Delta Holderness, resident, read aloud comments regarding the Nedonna Beach LUBA decision. (A copy the comments are included in the record for the meeting.)
- Art LaFrance, resident, complimented the City regarding the Old Cedar boardwalk, the Anchor Street playground and parking lot, and Shepard's response to concerns LaFrance had regarding Clear Lake.
- Leslie Vipond, resident, commended Shepard and acknowledged the process involved in creating change. Vipond requested that the Council move forward with code changes to allow a cap exemption for accessible short-term rentals.
- Robin Swain, resident, spoke about the upcoming NCAM Rockaway Beach Music Festival and announced that the Rockaway Beach Volunteers were seeking people to help with the Music Festival and Thursday Movies in the Park events.

9. OLD BUSINESS – None Scheduled

10. NEW BUSINESS

a. Consideration of Resolution 2025-36 Amending Resolution No. 2025-22 To Correct A Scrivener's Error

Start time: 6:57 p.m.

- McNeilly explained this resolution acknowledges a typographical error in Resolution 2025-22, and authorizes the Mayor to sign a corrected copy for the record.

Motion by McGinnis, seconded by Konruff, to approve Resolution 2025-36.

Motion carried by the following vote:

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

No: 0

b. Consideration of Resolution 2025-37 Approving Oregon Department of Transportation Recommended Speed Limit Modification for The City Of Rockaway Beach Downtown Business District on US 101

Start time: 6:59 p.m.

- McNeilly explained If the Council approves this resolution concurring with ODOT's recommendation, ODOT will reduce the speed limit in the business district from 30 to 20 mph and implement the change at their expense.
- McNeilly invited public comment. No audience members wished to comment.

Motion by Martine, seconded by Cheek, to approve Resolution 2025-37.

- McGinnis commented that the change was aligned with other towns along the coast, and thanked Robbie McClaran and McNeilly for addressing the issue with ODOT.
- Request by Konruff that the speed change be well-advertised and enforced.

Motion carried by the following vote:

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

No: 0

c. Consideration of Resolution 2025-38 Appointing Members to the Forest Stewardship Plan Advisory Committee (FSPAC)

Start time: 7:02 p.m.

- McNeilly explained the provisions for making appointments.
- Three members who served on the Source Water Protection Plan Development Advisory Committee, and Lydia Hess, Sandra Johnson, and Jason Maxfield have agreed to serve on FSPAC.
- Completed applications were received from Darlene Johnson and Nancy Lanyon.
- McNeilly wished to appoint Councilor Konruff as Council Liaison.
- McNeilly invited public comment. No audience members wished to comment.

Motion by McGinnis, seconded by Martine, to approve Resolution 2025-38.

- McGinnis thrilled to receive quality applicants.
- McGinnis acknowledged Lanyon's attendance at all Source Water Protection Plan Development Advisory Committee meetings and service on the Planning Commission.
- McGinnis acknowledged Johnson's government agency experience.

Motion carried by the following vote:

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

No: 0

d. Consideration of Resolution 2025-39 Recommending Granting of Liquor License Approval for Spirits of the West

Start time: 7:05 p.m.

- McNeilly explained the resolution recommends that OLCC grant a liquor license application from Spirits of the West.
- McNeilly invited public comment. No audience members wished to comment

Motion by Cheek, seconded by Martine, to approve Resolution 2025-39.

- Konruff expressed excitement for another business in town.
- McGinnis commented it was nice to have another business at the northern end of town in a building that had been vacant.
- McNeilly explained Spirits of the West was previously in Nehalem, but the space they were leasing was sold.

Motion carried by the following vote:

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

No: 0

e. Consideration of Resolution 2025-40 Authorizing a Drinking Water Source Protection Grant Agreement to Support the Lower Jetty Creek Watershed Acquisition

Start time: 7:07 p.m.

- McNeilly explained the resolution authorizes an agreement with the Oregon Watershed Enhancement Board (OWEB) for a grant in the amount of \$1,422,270.00 from the Drinking Water Source Protection Grant Program towards acquisition of the Lower Jetty Creek Watershed.
- McNeilly invited public comment. No audience members wished to comment.

Motion by Martine, seconded by Cheek, to approve Resolution 2025-40

- McGinnis commented that the City had been discussing and working on this for several months, and this was the last phase.

Motion carried by the following vote:

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

No: 0

f. Consideration of Resolution 2025-41 Authorizing a Payment to Stimson Lumber Company to Support Mechanical Road Brushing in The Upper Jetty Creek Watershed in Lieu of Herbicide Application

Start time: 7:09 p.m.

- McNeilly explained this resolution authorizes a payment of \$10,355 to Stimson Lumber Company to support the transition from herbicide application to mechanical road brushing on 10.9 miles of roads within and adjacent to the upper Jetty Creek Watershed.
- McNeilly invited public comment. No audience members wished to comment.

Motion by McGinnis, seconded by Cheek, to approve Resolution 2025-41.

- McGinnis commented that this was needed for the health of our drinking water, and thanked staff for working to make it a reality.
- Konruff stated that the amount was small for something needed to avoid herbicide application.
- Cheek commented that no one wanted herbicide application.

Motion carried by the following vote:

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

No: 0

g. Consideration of Resolution 2025-42 Approving Additional Awards for the 2025 Business Facade Grant Program

Start time: 7:12 p.m.

- McNeilly explained the façade improvement grant is funded with lodging tax collected by the city and is administered by the Tillamook Coast Visitors Association.
- Updated applications from Pho Real, Wortman Properties, and Tillamara were now under consideration for grant awards.
- McNeilly invited public comment. No audience members wished to comment.

Motion by Cheek, seconded by Martine, to approve Resolution 2025-42.

- McGinnis thanked applicants for revising their applications, and noted that Troxel decided to resubmit in 2026.

Motion carried by the following vote:

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

No: 0

h. Filling City Council Vacancy: Candidate Interviews

Start time: 7:14 p.m.

- McNeilly explained that City Council candidates would be interviewed separately. All candidates will be asked the same interview questions; follow-up questions to clarify answers are permitted.
- McNeilly announced the candidates selected for interviews at the June workshop.
- Applicant Brian Collar was interviewed by the Council.
- Applicant Kenneth Kenichi Nakamura was interviewed by the Council.
- Applicant Patrick Ryan was interviewed by the Council.
- Following interviews, all candidates were invited back into the meeting room.

i. Filling City Council Vacancy: Voting

Start time: 7:55 p.m.

- McNeilly explained the voting process pursuant to City Council Meeting Rules & Procedures.
- McGinnis commented they were three quality candidates and thanked them for applying and participating in the process.
- Konruff concurred they were qualified applicants who have Rockaway's best interests in mind, and hoped that the two not selected would continue to get more involved volunteering in the community.
- Cheek commented that the three were very good candidates, it was a tough decision, and all had very good resumes.
- McNeilly was pleased with three candidates and their interviews. McNeilly noted that you don't have to have civic experience to be successful in the role; support is available if one is inquisitive and curious and willing to do the work.
- Konruff concurred with McNeilly's comments.
- Council completed ballots and Shepard tallied the results.

Ballot Vote Result: Patrick Ryan received 5 first choice votes.

j. Consideration of Resolution 2025-43 Making an Appointment to Fill Vacant City Council Position 4

Start time: 8:01 p.m.

Motion by McGinnis, seconded by Konruff, to approve Resolution 2025-43, appointing Patrick Ryan to City Council position 4.

- McGinnis said it would be a loss if the other two candidates did not stay involved with the City, and thanked them again for applying. McGinnis voted for Ryan due to his knowledge of the City.

- McNeilly stated that two that didn't win could bring a lot to future opportunities and were solid members of the community. He encouraged them to stay engaged.

Motion carried by the following vote:

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

No: 0

k. Oath Of Office for Newly Appointed Councilor

Start time: 8:03 p.m.

- City Recorder Thompson administered the Oath of Office to Patrick Ryan.
- Councilor Ryan joined the meeting at 8:03 p.m.

11. ITEMS REMOVED FROM CONSENT AGENDA – None removed

12. COUNCIL CONCERNS

Start time: 8:04 p.m.

- Cheek thanked all who participated and worked in the parade. Cheek encouraged all to volunteer and participate. Cheek stated that Ryan would make a good councilor. She noted the other two candidates were worthy and encouraged them to stay engaged.
- Konruff welcomed Ryan. Konruff was excited for another new business in town, and was pleased about the two new seasonal firefighters and another full-time Deputy. Konruff noted that the City has three full-time Sheriff's Deputies and is hopeful to soon have a fourth. Konruff was excited and nervous to serve as liaison to the FSPAC. Konruff expressed appreciation for family-friendly activities and encouraged all to attend the Movies in the Park event.
- Martine welcomed Ryan, and welcomed Deputy Watters. Martine acknowledged the increase in visitors when weather in Portland is hot, and appreciated that they choose to come to Rockaway Beach.
- McGinnis welcomed Ryan and Deputy Watters, reiterating that the City has three full-time Deputies serving Rockaway Beach. McGinnis highlighted upcoming events and several local businesses.
- Ryan thanked fellow Council members for the opportunity to serve the community. Ryan shared he was impressed by the evening's agenda and the success that comes from a very deliberate process.

13. MAYOR'S REPORT

Start time: 8:14 p.m.

- McNeilly commented on the 4th of July events and thanked those who made the events possible, and those who helped clean up fireworks debris from beach after the event.
- McNeilly shared slides regarding a Historic Walking Tour being developed by Scott Fischer and the Tillamook County Visitors Association.
- McNeilly noted upcoming opportunities to participate with the Rockaway Beach Volunteers.
- McNeilly announced that the next Coffee with Mayor & Manager meeting would be held on July 24, 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: 8:19 p.m.

Motion by Martine, seconded by Konruff, to adjourn the meeting at 8:19 p.m.

Motion carried by the following vote:

Yes: 5 (McGinnis, Martine, Cheek, Konruff, Ryan)

No: 0

MINUTES APPROVED THE
20TH DAY OF AUGUST 2025


Charles McNeilly, Mayor

ATTEST


Melissa Thompson, City Recorder