City of Rockaway Beach
City Council Workshop Minutes

Date: Wednesday, November 12, 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, Kiley Konruff, Tom Martine, Mary McGinnis, and Pat Ryan
Staff Present: Luke Shepard, City Manager; Melissa Thompson, City Recorder; Mary Mertz, Public Works Director; and Abram Tapia, City Planner

McNeilly announced a change to the order of business to review the Strategic Plan Progress Update after the Sewer Rate Study Analysis.

3. COUNCIL BRIEFING/DISCUSSION

a. **FEMA PICM/Flood Hazard Overlay Zone Ordinance/Comprehensive Plan Proposed Amendments – Armand Resto-Spotts, Attorney, Local Government Law Group**
   Start time: 4:31 p.m.

   - Tapia gave a presentation providing a background on the Federal Emergency Management Agency (FEMA) Pre-Implementation Compliance Measures (PICM), review of local impacts, and proposed ordinance and Comprehensive Plan amendments.
   - Current status is FEMA defaulted the city to permit-by-permit basis evaluation of floodplain development.
   - Resto-Spotts provided an overview of ongoing litigation (case currently stayed due to federal government shutdown), and legal risks associated with available options.
   - After discussion, there was Council consensus to postpone action on ordinance and Comprehensive Plan amendments until further community outreach and defer to staff for direction on appropriate time to hold a hearing and adopt amendments.
   - Tapia noted that the City could pursue necessary updates to the Flood Hazard Overlay Zone ordinance unrelated to the FEMA Biological Opinion. There was general consensus to do so.

b. **Sewer Rate Study Analysis – Mary Mertz, Public Works Director; Josiah Close, HDR Engineers**
   Start time: 5:11 p.m.

- Mertz introduced Josiah Close from HDR Engineers.
- Close gave a presentation providing draft results of a sewer rate study and two rate alternatives, base case or debt reserve scenario.
- There was discussion regarding timing of the rate adjustment, the age of the system and need for critical upgrades, staffing needs, and risks of using reserves.
- After discussion, there was consensus to move forward with the base case rate option.
- Information about a utility assistance program will be presented at the next workshop.

d. **Strategic Plan Progress Update Q1**
Start time: 5:42 p.m.

- Shepard presented a progress report on goal action items in the Strategic Plan.
- Shepard shared challenges including: federal funding freeze impacts on state-level funding, increasing service demands and the unfilled Deputy patrol position, Tillamook County Visitors Association (TCVA) reorganization, and business district development constraints.
- After discussion regarding TCVA and Nan Devlin's work for the City on marketing and destination management, there was consensus to pursue updates to the comprehensive plan to remove outdated references to the Chamber of Commerce.
- After discussion regarding lack of parking capacity to support existing and new downtown businesses, there was consensus to focus on practical parking improvements and expansion rather than an economic development plan.

c. **Review of Wayside Use Applications**
Start time: 5:51 p.m.

- Due to lack of time, Wayside Use Applications will be discussed at the next workshop.

e. **Review of 2026 City Council Meeting Calendar**

- No discussion due to lack of time

f. **Other Regular Session Agenda Items Review**

- No discussion due to lack of time

4. ADJOURNMENT
Start time: 5:52 p.m.

Motion by McGinnis, seconded by Cheek, to adjourn the meeting at 5:52 p.m.

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

Yes: 5 (Cheek, Konruff, Martine, McGinnis, Ryan)
No: 0

MINUTES APPROVED THE
10TH DAY OF DECEMBER 2025

Charles McNeilly, Mayor

ATTEST

Melissa Thompson, City Recorder