



City of Rockaway Beach

Special City Council Meeting Minutes

Date: Monday, December 22, 2025

Location: Rockaway Beach City Hall, 276 Hwy 101 - Civic Facility

1. CALL TO ORDER

Mayor McNeilly called the meeting to order at 12:00 p.m.

2. ROLL CALL

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

Council Members Excused: Councilor Tom Martine

Staff Present: Luke Shepard, City Manager; Melissa Thompson, City Recorder

3. EXECUTIVE SESSION

- At 12:02 p.m., McNeilly stated the Rockaway Beach City Council will now recess to a conference room to meet in Executive Session pursuant to ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body regarding current litigation or litigation likely to be filed. The Session is closed to the public. No Council decision may be made in executive session. At the end of the executive session, the meeting will be returned to open session. Representatives of the news media and designated staff shall be allowed to attend the Executive Session. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the Executive Session, except to state the general subject of the session as previously announced.

4. NEW BUSINESS

- McNeilly reconvened the special meeting session at 12:33 p.m.
 - a. **Consideration of Possible Action Following Executive Session**
Consideration of Resolution 2025-54: A Resolution Approving a General Release and Settlement Agreement with Daniel Howlett and Justin McMahon

- McNeilly announced that the Council will now consider Resolution 2025-54, a resolution approving a general release and settlement agreement with Daniel Howlett and Justin McMahan.
- McNeilly stated that a copy of the Resolution was presented on screen.
- McNeilly invited public comment. No guests wished to comment.

Motion by Penny Cheek, seconded by Mary McGinnis, to approve Resolution 2025-54.

- McGinnis commented that the Resolution and attached exhibits were public record and would be available soon on the city website.

Motion Passed by the following vote:

Yes: 4 (Mary McGinnis, Penny Cheek, Kiley Konruff, Pat Ryan)

No: 0 (None)

5. ADJOURNMENT

Motion by Kiley Konruff, seconded by Pat Ryan, to adjourn the meeting at 12:35 p.m.

Motion Passed by the following vote:

Yes: 4 (Mary McGinnis, Penny Cheek, Kiley Konruff, Pat Ryan)

No: 0 (None)

MINUTES APPROVED THE
14TH DAY OF JANUARY 2026



Charles McNeilly, Mayor

ATTEST



Melissa Thompson, City Recorder