



# City of Rockaway Beach

## Workshop City Council Meeting Minutes

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**Date:** Wednesday, February 11, 2026

**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: Mary McGinnis, Tom Martine, Penny Cheek, Kiley Konruff, Pat Ryan

Staff Present: Luke Shepard, City Manager; Melissa Thompson, City Recorder; Mary Mertz, Public Works Director

### 3. COUNCIL BRIEFING/DISCUSSION

#### a. Review of Resolution Adjusting Budget Appropriations

- Shepard explained the need to adjust budget appropriations in the General Fund for the Utility Assistance Program.
- Mertz shared a presentation explaining the need for a transfer within the Sewer Fund in order to invest in a sewer camera van and to overhaul a jet rodder. Mertz explained the investment will vastly improve the city's ability to clean all of its sewer lines in-house.

#### b. Review of Romtec Lake Lytle Restroom Contract

- Mertz shared a presentation explaining how the Lake Lytle Restroom project would be funded and the estimated project timeline. Shepard noted that a significant portion of the cost was to install utilities.
- Mertz and Shepard answered clarification questions regarding the proposal.

#### c. Review of Proposed Amendments to City Charter

- Shepard noted that the Charter amendment was a Strategic Plan initiative and introduced proposed amendments.
- Proposed Charter amendment timeline and process were reviewed.
- Shepard explained proposed changes would address the balance of staggering of councilors, such that at one general election 3 would be elected, and the next 2 would be elected.

- Discussion regarding consideration to change the Mayor's term to four years. Staff to provide Mayor's term information from Tillamook, Clatsop, and Lincoln County for review at the next workshop.
  - Discussion regarding the vacancy process and its impact on elections.
  - Amendments addressing additional errors in the current Charter will be presented at the next workshop.
- d. Review of Memorandum of Understanding (MOU) with CARE for Utility Assistance Program
- Shepard explained that the MOU was in alignment with the staff report previously presented to the Council.
  - Discussion regarding simplicity of the program and administrative costs.
- e. Review of Wayside Adjacent Use Application from Lions Club
- Shepard explained an application was received from the Lions Club for their Weenie Wagon.
  - Discussion regarding the location and success of the Lions Club fundraising program.
  - Comment that tables must not impede sidewalks.
- f. Review of Wayside Use Application from Rockaway Beach Chamber of Commerce
- Shepard explained that resolutions to approve both the Lions Club and Chamber applications were to be considered in the regular session.
  - Comments appreciating how quickly they submitted a revised application.
  - Comments regarding feedback from Renaissance Artists and business owners.
  - Discussion regarding the desire for more data and consensus supporting allowing it this year, but to gather data and impact on the business community and parking.
  - Discussion regarding impact to parking and downtown merchants.
  - Comment desiring all parks to be improved to accommodate events.
  - Comment that the attendance estimate isn't realistic.
  - Consensus to remove overflow vendors from the application and request that vendors park in Anchor Street after setup.
- g. Discussion Regarding Cap Exemption for Accessible Short-Term Rentals (STRs)
- Shepard requested comments on draft documents.
  - Comment encouraging all to review BecomingRentABLE presentation to the Planning Commission.
  - Comment suggesting cognitive requirements differed from original recommendation.
  - Comment that a few existing accessible STRs have indicated that they are accessible.
  - Comment on feedback received from residents that view it as a loophole to the cap.
  - Comment that visitors may be staying in other cities.

**4. ADJOURNMENT**

**Motion by** Pat Ryan, seconded by Kiley Konruff, to adjourn the meeting at 5:43 p.m.

**Motion Passed** by the following vote:

Yes: 5 (Mary McGinnis, Tom Martine, Penny Cheek, Kiley Konruff, Pat Ryan)

No: 0 (None)

MINUTES APPROVED THE  
11<sup>TH</sup> DAY OF MARCH 2026



Charles McNeilly, Mayor

ATTEST



Melissa Thompson, City Recorder