



City of Rockaway Beach

Regular City Council Meeting Minutes

Date: Wednesday, March 11, 2026

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: Charles McNeilly, 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; Todd Hesse, Fire Chief; Travis Patterson and Kevin Grogan, Sheriff's Deputies

4. CONSENT AGENDA

- a. Approval of Regular Meeting Minutes - February 11, 2026
- b. Approval of Workshop Minutes - February 11, 2026
- c. Review of Financial Reports
- d. Consideration of Resolution No. 2026-14 Recommending Liquor License Approval for Shipwreck Pizza Shop

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

Motion Passed by the following vote:

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

No: 0 (None)

5. PRESENTATIONS, GUESTS & ANNOUNCEMENTS

- a. **Presentation – Large Community Grant Closeout Report – Neah-Kah-Nie Coast Arts Music & Cultural Foundation (NCAM) (Music Technology Club)**
 - Kristin Koptiuch (NCAM) shared a presentation about the WhisperRoom created for the Neah-Kah-Nie (NKN) High School Music Technology Club that was funded by a Large Community Grant from the City.
 - Michael Simpson, NKN High School Music Director, and one of his students, Lorelei Taylor, spoke about the benefits of the WhisperRoom and the Music Technology Club.

- Cosmo Jones' contributions were acknowledged.
- c. **Presentation - Small Community Grant Closeout Report – Rockaway Beach Business Association (Fundraiser Projects)**
 - Corrine Rupp shared a presentation about the events held by the Rockaway Beach Business Association (RBBA) using funds received from a Small Community Grant.
 - b. **Presentation - Large Community Grant Closeout Report – Rockaway Beach Business Association (Movies in the Park)**
 - Corrine Rupp shared a presentation about how funds received from the Large Community Grant were used for Movies in the Park events.
 - Comments thanking volunteers and noting that it provided a unique and different event for the City.
 - Comments that the events would be held on Saturday nights in 2026, and would likely draw more tourists.
 - Suggestions were made for promoting the event.
 - d. **Presentation - Small Community Grant Closeout Report - International Police Museum**
 - Ed Wortman reported on how Small Community Grant funds were used to furnish a community room at the International Police Museum. The room will be available by the end of March.
 - Wortman distributed a sheet of photos to the Council showing the tables, chairs and racks purchased using the grant.
 - Wortman explained room capacity.
 - Discussion regarding the liability insurance required to use the space.

6. STAFF REPORTS

a. Fire Department

- Hesse summarized the staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of February 2026.
- Hesse applied for a staffing grant, and awards will be out in April.
- A community member donated AEDs that are being distributed throughout the community.
- Tillamook County is updating the community Wildfire Protection Plan. The City's plan is being incorporated into the County plan.
- Only one Fire Department member is not medically trained. The Fire Department will be holding an Emergency Medical Responder (EMR) class this year.
- Hesse shared a presentation with images of training exercises, the link to the County Community Wildfire Protection Plan survey, and updates on a CPR/First Aid class and preparedness fair.

- Hesse shared information about the PulsePoint app.

b. Sheriff's Office

- Grogan introduced Deputy Travis Patterson, who is joining Rockaway Beach patrol for the Sheriff's Office.
- Grogan summarized the Sheriff's Office report for February 2026, and cautioned all to stop at both sides of the railroad tracks when entering Highway 101.
- Attendees welcomed Deputy Patterson.

c. Public Works

- Mertz shared a presentation providing updates on the Nedonna Beach Water Mains Improvement Project, Jetty Creek watershed, N. Pacific Street Improvement Project paving, everyday activities of the Public Works department, and the improvements in morale since the hiring of new employees Dallas Coleman and Dylan Marshe.

d. City Manager

- Shepard shared a presentation including an overview of business items on the agenda, upcoming opportunity for feedback on proposed Charter amendments, the budget process for Fiscal Year 2026-2027, the Forest Stewardship Plan Advisory Committee final meeting, the lower watershed acquisition, Small Community Grant program, and public meetings in March and April.

e. Planning Department

- McNeilly acknowledged the staff report from City Planner Tapia in the meeting agenda packet.

7. PUBLIC HEARING - None Scheduled

8. PUBLIC COMMENT ON NON-AGENDA ITEMS

- McNeilly invited public comment.
- Robin Swain, resident representing Rockaway Beach Volunteers, stated that volunteers were needed for events and invited all interested in volunteering to email rbvolunteers1@gmail.com.
- John Orloff, resident, read an excerpt from the book *The Greatest Sentence Ever Written*, by Walter Isaacson, and recommended that everyone read it. Orloff shared that copies were available at the library.

9. OLD BUSINESS - None Scheduled

10. NEW BUSINESS

a. Consideration to Determine the NCAM 2024-2025 Large Community Grant Complete

Motion by Mary McGinnis, seconded by Penny Cheek, to determine the NCAM 2024-2025 Large Community Grant complete.

- McGinnis commented that she is a member of the NCAM board.

Motion Passed by the following vote:

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

No: 0 (None)

b. Consideration to Determine the RBBA 2024-2025 Large Community Grant Complete

Motion by Pat Ryan, seconded by Penny Cheek, to determine the RBBA 2024-2025 Large Community Grant complete.

- McGinnis commented that she is a member of RBBA.

Motion Passed by the following vote:

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

No: 0 (None)

c. Consideration to Determine the RBBA 2024-2025 Small Community Grant Complete

Motion by Tom Martine, seconded by Pat Ryan, to determine the RBBA 2024-2025 Small Community Grant complete.

Motion Passed by the following vote:

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

No: 0 (None)

d. Consideration to Determine the International Police Museum 2024-2025 Small Community Grant Complete

Motion by Pat Ryan, seconded by Tom Martine, to determine the International Police Museum 2024-2025 Small Community Grant complete.

- Discussion regarding requirements of the grant and whether expectations had been met.
- Wortman was invited to comment. Wortman explained that anyone was welcome to rent the community room, but his insurance company required liability insurance. He noted that entities that already have liability insurance can add the museum as an additional insured. Wortman shared the room was expected to open by the end of March.
- Council members commented that liability insurance was a common requirement for use of facilities.
- Consensus that expectations and requirements had been met.

Motion Passed by the following vote:

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

No: 0 (None)

e. Consideration of Proclamation Declaring Safe & Welcoming Communities

- McNeilly read aloud the proclamation.
- McGinnis read a statement explaining why the proclamation was important to Rockaway Beach.
- McNeilly invited public comment.
- Michael Strayer, resident, spoke in support of the proclamation.
- Beverly Goertzen, resident, spoke in support of the proclamation.
- Donald Algier, resident, spoke in support of the proclamation.
- Robby McClaran, resident, spoke in support of the proclamation.
- Sandy Johnson, resident, spoke in support of the proclamation.
- Jason Maxfield, resident and business owner, spoke in support of the proclamation.
- Robin Swain, resident, NCAM Vice-President and Director in Charge of Cultural Events and Activities, spoke regarding the blessing to the sea that is typically held at Cape Lookout. Swain shared that NCAM partnered with the Aztec group to find a new location since Cape Lookout is currently closed. Swain said that NKN High School was selected, because the community was kind, welcoming, and the group felt safe in Rockaway Beach.
- Nancy Lanyon, resident, spoke in favor of the proclamation.

Motion by Pat Ryan, seconded by Tom Martine, to approve the proclamation Joining with other Tillamook County Cities in Declaring We are Safe and Welcoming Communities Affirming Humanity, Dignity, and Constitutional Principles.

- Ryan stated wholehearted support for the proclamation, and an obligation to support liberty and justice for all.
- McGinnis commented that there are local businesses that are owned by immigrants and businesses with employees who are immigrants, and it was important to say we value you, and you are safe in our community.

Motion Passed by the following vote:

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

No: 0 (None)

f. Consideration of Resolution No. 2026-15: A Resolution Reappointing Members to the Planning Commission

- McNeilly explained that the Charter authorizes the Mayor, with the approval of a majority of the Council, to make appointments to committees and Council meeting rules

and procedures provide that the Mayor may consider reappointment of incumbents of the Planning Commission.

- McNeilly nominated Jason Maxfield, Stephanie Winchester, and Bill Hassell for reappointment to the Planning Commission.
- McNeilly invited public comment. No audience members wished to comment.

Motion by Mary McGinnis, seconded by Penny Cheek, to approve Resolution 2026-15.

- McGinnis commented that they were doing a solid job.
- McNeilly commented that they do their job very well. McNeilly noted the benefit to having their solid skills, background and experience to carry forward.

Motion Passed by the following vote:

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

No: 0 (None)

g. Consideration of Resolution No. 2026-16: A Resolution Authorizing the Mayor and City Manager to Award and Execute a Contract With the Lowest Responsive and Responsible Bidder For the Nedonna Beach Water System Improvements Project

- McNeilly summarized the Resolution and invited public comment. No audience members wished to comment.

Motion by Mary McGinnis, seconded by Tom Martine, to approve Resolution 2026-16.

- McGinnis was glad to see the project moving forward.
- McNeilly noted that the line was one of the leakiest in the system, and the improvements would help with water conservation, benefiting the entire water system.

Motion Passed by the following vote:

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

No: 0 (None)

11. ITEMS REMOVED FROM CONSENT AGENDA - None Removed

12. COUNCIL COMMENTS

- Cheek stated it was good to see a full audience. Cheek acknowledged the accomplishments of the Council, the City was moving in the right direction, and she was proud to be Council member.
- Konruff noted a scrivener's error in Resolution 2026-16. Thompson stated that it would be corrected. Konruff was excited for summer events, new businesses, and the direction of the City. Konruff was grateful for the addition of the third Deputy.
- McNeilly commented on a new food cart coming to the Bay Ocean food truck court, and the new signage for Bravo restaurant, lounge and juice bar.

- Martine shared information about the benefits of phlebotomy and encouraged all to visit the Red Cross website to find locations to donate blood.
- McGinnis reported on the Special Olympics Polar Plunge event, and shared information about a training for businesses in Rockaway Beach on understanding more ways to interact with their customers with disabilities. McGinnis commended City Manager Shepard for his accomplishments over the past several years.
- Ryan reported on CPR training and encouraged all to sign up for the next training on April 18th. Ryan was excited about the progress with the Jetty Creek acquisition and the opportunity for activities in the watershed. Ryan was proud to be part of the work of the City.

13. MAYOR'S REPORT

- McNeilly stated that the notes from the February 19th Coffee with Mayor & Manager meeting were included in the meeting packet and the next Coffee with Mayor & Manager meeting would be held on March 26th.
- McNeilly shared the Short-Term Rental (STR) hotline phone number that supports community compliance by making it easy to report STRs that may not be following the rules. McNeilly added that new rules will require that the number be displayed on STRs.
- McNeilly invited those with ideas to share, questions or concerns about what is going on in our city of Rockaway Beach to contact him. McNeilly shared that Council member business cards were on the table outside the meeting room.

14. ADJOURNMENT

Motion by Tom Martine, seconded by Penny Cheek, to adjourn the meeting at 8:22 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
8TH DAY OF APRIL 2026



Charles McNeilly, Mayor

ATTEST



Melissa Thompson, City Recorder