



City of Rockaway Beach

Regular City Council Meeting Minutes

Date: Wednesday, April 8, 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; Lark Reifentahl, Administrative Assistant; Mary Mertz, Public Works Director; Todd Hesse, Fire Chief; Kevin Grogan and Travis Patterson, Sheriff's Deputies

4. CONSENT AGENDA

- a. Approval of Regular Meeting Minutes - March 11, 2026
- b. Approval of Workshop Minutes - March 11, 2026
- c. Review of Financial Reports

Motion by Tom Martine, seconded by Penny Cheek, 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 – Forest Resources Stewardship Plan – Ben Hayes, Springboard Forestry

- Ben Hayes, Springboard Forestry, shared a presentation providing an overview of the Forest Resources Stewardship Plan for the Jetty Creek Watershed.
- Hayes commended the Forest Stewardship Plan Advisory Committee (FSPAC) for its engagement and careful review. Hayes reported that the final plan had been accepted by the Oregon Department of Environmental Quality (DEQ) and Oregon Watershed Enhancement Board (OWEB) pending City adoption and submission of the signed plan.
- Comment thanking Hayes and Springboard Forestry for their work and for providing expertise throughout the process.

- Comment recognizing the advisory committees involved in both the Source Water Protection Plan and the Forest Resources Stewardship Plan, thanking members for their engagement and thoughtful review.

b. Presentation - Large Community Grant Closeout Report - Theresa Bruneau, Meals for Seniors

- Theresa Bruneau shared how Large Community Grant funds were used to purchase meal containers and food for the Meals for Seniors program.
- Bruneau distributed a copy of the 2025 Meal Program Annual Report.
- Comment praising the thoroughness of the grant report.
- Bruneau confirmed the days that meals are served.

c. Presentation - Small Community Grant Report - Jessica Hooker, Friends of the Library

- Jessica Hooker, President of Friends of the Library, gave a presentation reporting on how Small Community Grant funds were used by the Friends of the Library to purchase equipment and help fix the library ramp railings and deck.
- Hooker summarized library activity during the current fiscal year.
- Councilors commented that the usage numbers were impressive and higher than expected. Hooker was congratulated on her new role, and it was noted that the Friends of the Library grant report was also very thorough.

6. STAFF REPORTS

a. Fire Department

- Hesse presented a staff report on the activities and operations of the Rockaway Beach Fire Rescue department for the month of March 2026.
- Hesse announced that the City's ISO fire protection classification had improved from Class 5 to Class 4, effective August 1st. Hesse encouraged residents to review their homeowner's insurance after the new rating takes effect, since insurance rates may be improved.
- Hesse shared photos from the Emergency Preparedness Fair, pancake breakfast and egg hunt, the first raise of the new ladder truck at a small fire in Garibaldi. Hesse also shared graphs of Fire Department call data.
- Hesse reported on volunteer recruitment efforts, adding that the City had applied for a grant to hire temporary summer personnel and expected to learn the award status soon.

b. Sheriff's Office

- Grogan summarized the Sheriff's Office report for March 2026.
- Grogan appreciated the Fire Department's response and assistance with locating a missing child.
- Councilors commended the quick response to a recent assault incident.

c. Public Works

- Mertz shared a presentation providing updates on the North Pacific project, Nedonna Beach water mains project, a Drinking Water Source Protection Award received from the Department of Environmental Quality (DEQ), as well as receipt of recognition from the Oregon Health Authority (OHA) as an Outstanding Performer.
- Council comments commending commended Public Works and noting that water system performance also contributes to the City's improved ISO fire rating.

d. City Manager

- Shepard shared a presentation including an overview of business items on the agenda, opportunity for Charter amendment feedback, the 2026-2027 fiscal year budget process, 2026 Large Community Grant review and award process, and public meeting dates in April and May.

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.
- Ann Marie DiStefano, on behalf of North Coast Communities for Watershed Protection (NCCWP), invited the community to attend a presentation on *Coastal Futures: The Path Forward*, on April 18th at 10:00AM St. Mary by the Sea Parish Hall.
- Michael Weissenfluh, resident, commented on the passing of John Goertzen. Weissenfluh described Goertzen as a quiet, committed community member, veteran, craftsman, artist, and co-founder of the Repair Cafe. He noted that Goertzen regularly attended City meetings and events. Weissenfluh said Goertzen had been especially committed to seeing improvements at Phyllis Baker Park and stated that he and others intended to continue advocating for the park in Goertzen's honor.

9. OLD BUSINESS - None Scheduled

10. NEW BUSINESS

a. Consideration to Determine Meals for Seniors 2024-2025 Large Community Grant Complete

Motion by Mary McGinnis, seconded by Tom Martine, to determine the Meals for Seniors 2024-2025 Large Community Grant complete.

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 Friends of the Library 2024-2025 Small Community Grant Complete

Motion by Pat Ryan, seconded by Kiley Konruff, to determine the Friends of the Library 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)

c. Consideration of Resolution No. 2026-17: A Resolution Adopting the Forest Resources Stewardship Plan

- McNeilly explained the Forest Stewardship Plan Advisory Committee approved the Forest Resources Stewardship Plan and recommended it to the City Council for adoption. McNeilly stated this resolution formally adopts the Plan.
- McNeilly invited public comment. No audience members wished to comment.

Motion by Tom Martine, seconded by Penny Cheek, to approve Resolution No. 2026-17: A Resolution Adopting the Forest Resources Stewardship Plan.

McGinnis expressed appreciation for all who had worked on the plan.

Motion Passed by the following vote:

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

No: 0 (None)

d. Consideration of Resolution No. 2026-18: A Resolution Approving Awards for the 2025-2026 Small Community Grant Program

- McNeilly explained that the Council had received the applications in advance. McNeilly stated this resolution approves the designated grant awards based on recommendations from the Planning Commission.
- McNeilly invited public comment. No audience members wished to comment.

Motion by Mary McGinnis, seconded by Tom Martine, to approve Resolution No. 2026-18: A Resolution Approving Awards for the 2025-2026 Small Community Grant Program.

- McGinnis thanked the Planning Commission for pre-scoring and reviewing the applications.
- McNeilly stated that the Planning Commission had a robust discussion and that the new process appeared to work well.

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 was impressed with the presence of Sheriff's Deputies at the meeting and thanked them for coming. Cheek commented on the success of the Pancake Breakfast and Emergency Preparedness event.
- Konruff was proud to be part of the Council appreciated hearing the positive work occurring across the City. Konruff described a recent tour of the Water Treatment Plant and said the pride and knowledge shown by Superintendent Dan Emerson and City employees was evident. Konruff thanked the Sheriff's Office, partner agencies, and Fire Department for their quick response during a busy March and said Rockaway Beach was well positioned heading into the busier season. Konruff was happy to see new businesses opening.
- McNeilly appreciated Konruff for stepping forward to serve in elected office and noted that Council service requires work, determination, and sometimes difficult conversations with constituents.
- Martine acknowledged Public Works Director Mary Mertz and shared that a relative who was visiting said that Rockaway Beach tap water was the best she'd ever tasted.
- McGinnis commented on community members who are the backbone of the City. McGinnis shared a tribute to John Goertzen. McGinnis thanked all members of the FSPAC, and commended Shepard for bringing in expert consultants. McGinnis also thanked Neah-Kah-Nie National Honor Society students, the Fire Department, and Go Rockaway for the successful pancake breakfast and emergency preparedness event. McGinnis announced the writer's festival was scheduled for April 24-26, sponsored by Neah-Kah-Nie Coast Arts Music & Cultural Foundation (NCAM) and supported by community partners.
- Ryan said the emergency preparedness event provided valuable interaction with Fire Department leadership, the Oregon Department of Human Services, and the Office of Resilience and Emergency Management. Ryan thanked Public Works employees for responding to utility needs outside normal hours. Ryan expressed concern about reports of a resident confronting Public Works and emergency responder staff. Ryan emphasized that City employees working to protect the community and provide essential services deserve respect and appreciation. Ryan appreciated Mertz's report on projects and day-to-day Public Work's response.

13. MAYOR'S REPORT

- McNeilly reported that a summary of the comments from the March 26, 2026 Coffee with Mayor and City Manager meeting were included in the meeting agenda packet. McNeilly invited all to attend the next Coffee with Mayor & City Manager meeting on April 23rd.
- McNeilly shared remembrances of John Goertzen.
- McNeilly stated concerns about reports of fireworks, explaining that the personal use of fireworks is illegal in the City, it disturbs pets, wildlife, and birds, and traumatizes veterans with Post Traumatic Stress Disorder (PTSD). McNeilly shared information on signage and numbers to call to report fireworks.
- McNeilly encouraged all with ideas to share, questions, or concerns about what is going on in the City to contact him by email.

14. EXECUTIVE SESSION

At 7:24 p.m., McNeilly announced the Council would now recess into Executive Session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Executive Sessions are closed to the public. No final Council decision may be made in executive 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. McNeilly stated that the Council would return and reconvene the public meeting at the conclusion of the Executive Session for consideration of possible action following Executive Session.

15. NEW BUSINESS (CONTINUED)

McNeilly reconvened the regular session at 7:57 p.m.

a. Consideration of Possible Action following Executive Session

Resolution No. 2026-19: A Resolution Approving and Authorizing the Execution of a Contingent Purchase and Sale Agreement for Certain Real Property in the Lower Jetty Creek Watershed

- McNeilly explained that the Council would now consider Resolution No. 2026-19: A Resolution Approving and Authorizing the Execution of a Contingent Purchase and Sale Agreement for Certain Real Property in the Lower Jetty Creek Watershed. McNeilly stated that copies were available on the table and the text was shared on the screen.
- McNeilly stated that this resolution authorizes the City Manager to (1) sign, and to carry out all necessary actions to execute a contingent Purchase and Sale Agreement for certain real property in the lower Jetty Creek watershed; (2) proceed with diligence review of the Property; (3) to return to the City Council after completion of due diligence review with a recommendation regarding proceeding to closing of the purchase; and (4) to sign, and to carry out all necessary actions to execute, a Loan Agreement with the Oregon Department of Environmental Quality for a Clean Water State Revolving Fund Loan.
- McNeilly invited public comment. No audience members wished to comment.

Motion by Mary McGinnis, seconded by Penny Cheek, to approve Resolution No. 2026-19: A Resolution Approving and Authorizing the Execution of a Contingent Purchase and Sale Agreement for Certain Real Property in the Lower Jetty Creek Watershed.

Motion Passed by the following vote:

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

No: 0 (None)

16. ADJOURNMENT

Motion by Kiley Konruff, seconded by Pat Ryan, to adjourn the meeting at 8:01 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
13TH DAY OF MAY 2026



Charles McNeilly, Mayor

ATTEST



Melissa Thompson, City Recorder