

Depoe Bay City Council
Workshop Meeting
Monday, April 18, 2005 - 6:00 PM
Depoe Bay City Hall

PRESENT: Mayor J. White, P. Cameron, A. Brown, G.K. Romans, J. Brown

ABSENT: P. Taunton, M. Lavery

STAFF: City Field Superintendent T. Owings, City Recorder P. Murray

Mayor White called the meeting to order and established a quorum.

Review City Commissions and Committees

Traffic Safety Commission: Lou Trapani, member of the Traffic Safety Commission (TSC), provided a status report on the commission, noting that currently there are only two members and three members are required to make quorum so there hasn't been a meeting for some time. Recruitment efforts have been fruitless, and he suggests consolidating the commission with another commission or opening the membership to non-residents. Trapani said there are safety issues that still need to be addressed and it is important to have a commission to make official recommendations to the council.

A. Brown suggested expanding the TSC to include public safety. J. Brown said that public involvement is supported through citizen participation on city commissions and committees, and the state applies the same principle on state committees. A. Brown clarified that she supports expansion of the scope of the commission, not necessarily opening the membership to non-residents, being unsure whether non-residents would be interested in either public or traffic safety in Depoe Bay. Trapani suggested combining disaster and emergency planning with traffic safety issues. It was generally agreed that the existing TSC should be expanded to include public safety, with the existing powers and duties of the TSC being redefined for the new commission which would be named the Depoe Bay Public and Traffic Safety Commission. White cautioned that the council would need to be extremely careful in making appointments to a commission dealing with public safety to avoid potential liability issues. White instructed councilors to review the existing Traffic Safety Commission Ordinance, and make notes for revisions necessary to redefine the commission to include public safety, and another workshop will be scheduled to work on drafting an ordinance to create the new Public and Traffic Safety Commission.

Sign Ordinance and Design Review Committee: Discussion included the following: 1) the City Planner reviews and processes sign permit applications in other cities; 2) the design review committee should continue in the interest of citizen involvement; 3) the city benefits through citizen involvement; 4) the current membership of the design review committee is not in compliance with the sign ordinance; 5) staff members serve as committee members to make quorum so permit applications can be processed; 6) review by committee slows the

processing of applications; 7) there are similarities between sign permit applications and building permit applications and they should be handled in the same manner; 8) benefits of citizen involvement outweigh the benefits of ministerial review of permit applications; 9) commercial signs directly involve personal rights and perceptions; 10) sign permit applications could be reviewed by the City Planner and City Field Superintendent and their decisions would be appealable to the Planning Commission. It was generally agreed that the ordinance should be revised to eliminate the design review committee and to establish that sign permit applications would be processed ministerially (handled like building permit applications). Murray noted that the Sign Ordinance (No. 58) amended the Zoning Ordinance (No. 24), and if it is considered part of the city's zoning code, the process for amending the ordinance would be that of a text amendment to the zoning code, opposed to just the ordinance adoption process. It was agreed to seek advice from the City Attorney before finally deciding how to proceed.

Economic Business Development Committee (EBDC): Discussion included the following: 1) the committee has struggled with membership and directive issues; 2) committees are easier to disband than commissions; 3) a suggestion that the EBDC discuss disbanding at their next meeting on May 5th; 4) combining the committee with another may be helpful to the existing committee; 5) the committee needs projects to work on, it seems that other commissions have all the projects in hand; 6) Chris Chandler-diTorrice' recent involvement with the committee has been beneficial and her input may be helpful; 7) the committee needs to determine ideas for projects and present those ideas to the council; 8) council members should attend committee meetings to show interest in the committee's activities; 9) ask the City Planner to attend a committee meeting to discuss tasks relating to the Downtown Refinement Plan; 10) the City Planner has already done this; 11) members of the committee are discouraged, questioning the purpose of the committee. It was generally agreed that the committee needs to define goals and projects and the council needs to provide more support to the committee.

Harbor Commission (HC): Discussion included the following: 1) members of the commission are frustrated over communication issues; 2) the chair of commissions should be responsible for communications, if chairpersons are not doing this, they should be replaced; 3) the HC is a vital commission to the city; 4) the HC should send a liaison to council meetings; 5) since the council changed liaison officer duties communications have suffered; 6) informal meetings between commission chairpersons may be helpful to communications; 7) commission liaison officer reports at council meetings are important to communications; 8) people should read meeting minutes to obtain information; 9) any commission member can contact city staff members to obtain information. Mayor White asked councilor J. Brown to speak to the HC chair regarding better communications for the HC. J. Brown agreed to do so, saying that he will stress that the chair's job is to meet with staff, gather information, and report to his commission.

Dick Johnson (present in the audience) submitted a handout (copy attached to the original of these minutes) regarding opportunities for volunteers and improved communications. White said he and Johnson will meet to discuss communication issues raised in Johnson's handout.

A. Brown referred to a recent memo from Dick Johnson to the council relating to the legal review of the proposed “matrix” amendments to the zoning code, asking if it was presented by him as a resident or as the chair of the Planning Commission, and, if it was presented as chair of the Planning Commission, was it authorized by the commission. Johnson said it was submitted by him as chair of the Planning Commission and copies have been provided to the commission.

Parks Commission: Discussion included the following: 1) there have been two vacancies on the commission for some time and no applications have been forthcoming; 2) youths serving on city commissions are an important part of the citizen involvement aspect; 3) a suggestion to reduce the membership of the commission to five members; 4) the commission is a very positive commission and accomplishes a lot of work; 5) the commission should be encouraged to send a liaison officer to report to the council; 6) in a recruitment effort, letters could be sent to individuals to ask if they would be interested in serving on the commission; 7) one reason for larger number of members on this commission is to support volunteer labor intensive work efforts. It was agreed, by consensus, to keep the membership at seven and send out recruitment letters.

Salmon Enhancement Commission and Planning Commission: Discussion was brief with no suggested changes. A. Brown encouraged codifying all ordinances relating to the city’s commissions. Murray suggested to either contract for the work to be done now or to schedule the work for staff later in the year, after the budget is completed. Bruce Silver, (present in the audience) mentioned other city committees: the Wastewater Advisory Committee, per agreement with Gleneden Sanitary District, the Budget Committee per state law, and ad hoc committees such as the Water Committee.

There being no further business, the meeting was adjourned at 8:04 p.m.

Mayor James White

Pery Murray, City Recorder