



**CITY COUNCIL SPECIAL SESSION MINUTES ~ APPROVED
FEBRUARY 25, 2014 AT 2:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded on tape and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at www.DunesCity.com

1. CALL TO ORDER

Mayor Rebecca Ruede called the Special Session meeting of the Dunes City Council to order at 2:00 pm.

2. ROLL CALL

Roll Call was taken by City Administrator/Recorder Fred Hilden.

Present: Mayor Rebecca Ruede, Council President Jamie Mills, Councilor Sheldon Meyer, Councilor Maurice Sanders, Councilor Duke Wells, Councilor Ed Scarberry, and Councilor Dick Anderson.

Also Present: City Administrator/Recorder Fred Hilden, Administrative Assistant Rapunzel Oberholtzer, Planning Commission Chairman George Burke, and other citizens.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Following a short discussion about Agenda Item No. 6 (Citizen Input), which showed that there was no citizen input scheduled, it was agreed that the Agenda Item should be amended to reflect that this Special Session would be open to citizen input.

Councilor Sanders made a motion to approve the Agenda as amended. Councilor Wells seconded the motion. The motion passed by unanimous vote.

5. ANNOUNCEMENTS / CORRESPONDENCE

City Administrator Hilden reminded the Councilors that there would be a Budget Committee meeting at 4:00 pm, following this City Council Special Session. He noted that the Planning Commission meeting scheduled for Thursday, February 27th had been cancelled since there was no regular business to conduct and the Planning Commission meeting scheduled for March 27th would be a Public Hearing set to begin at 6:00 pm for citizen input on the draft amendments to the City's Master Road Plan.

6. CITIZEN INPUT

Mayor Ruede recognized Ms. Suzie Navetta who was present. Ms. Navetta expressed concern about the length of time it had taken staff to make the draft minutes listed on the agenda available to the public in written format and cited sources indicating that minutes should be presented in a more timely manner. Mayor Ruede thanked Ms. Navetta for her concern.

7. APPROVAL OF COMPREHENSIVE PLAN REVIEW MEETING MINUTES

Mayor Ruede suggested that Councilors consider approval of each set of minutes individually in order to make any amendments that may be necessary and address other concerns.

A. City Council Comp Plan Review Meeting Minutes of April 2, 2013

Mayor Ruede directed the Councilors' attention to the April 2, 2013 minutes and asked that Councilors raise their hands to be recognized if they had questions or comments. Mayor Ruede also asked whether the Councilors had had ample opportunity to review the minutes.

Councilor Sanders noted that he had ample time to review the minutes and that he sent the City Administrator an email in January in which he listed his suggestions for changes to each set of minutes. Noting that his suggestions did not appear to be included in the minutes before the Council, Councilor Sanders read them aloud for the benefit of everyone present.

On page 4 of 6, April 2nd minutes, Industrial Policies/ Policy J1, Councilor Sanders' suggested amendment was to add the following sentence for clarification, "The issue was how to define excessive noise or pollution if the City were to exclude businesses creating excessive noise or pollution."

On page 5 of 6, April 2nd minutes, Policy K10, the suggested correction was to change, "The Council quickly decided to delete this policy." to read, "The Council suggested deletion of this policy."

City Administrator Hilden explained that the email to which Councilor Sanders referred was received at City Hall and his suggestions duly noted but, to avoid confusion, no actual corrections were made in the minutes. Mayor Ruede pointed out that the reference to "strip commercial development" on page 4 of 6 (Policy I6) was discussed during the April 2nd meeting, but the Councilors agreed at the time to ask the Ordinance Review Committee to review the reference and make a recommendation for a change in the language or a definition. Mayor Ruede asked the Councilors if there was any further discussion about the April 2nd minutes.

Councilor Sanders made a motion to approve the April 2, 2013 meeting minutes as amended. Councilor Wells seconded the motion. The motion passed by unanimous vote.

B. City Council Comp Plan Review Meeting Minutes of April 16, 2013

Mayor Ruede directed the Councilors' attention to the minutes of the April 16th meeting and asked whether there comments or questions about the accuracy of the contents. There were no comments and no discussion.

Councilor Anderson made a motion to approve the April 16, 2013 meeting minutes as presented. Councilor Sanders seconded the motion. The motion passed by unanimous vote.

C. City Council Comp Plan Review Meeting Minutes of May 14, 2013

Mayor Ruede directed the Councilors' attention to the minutes of the May 14th meeting.

Councilor Sanders noted that his email to City Administrator in January also contained suggestions for corrections to these minutes, and proceeded to read them aloud for the benefit of the Council.

Councilor Sanders pointed out that on page 3 of 6, at the top of the page a Councilor's name appeared to be redacted and suggested that "Unintelligible" be inserted for clarification that the Councilor's name was not clear to the transcriptionist. There was a short discussion and it was agreed to do as Councilor Sanders suggested.

On page 5 of 6, in the second to the last paragraph (referencing page 50 of the Comp Plan), Councilor Sanders asked that, as noted in his January email, the word "requested" be changed to "suggested." During discussion two other similar changes were identified in the second full paragraph where "requested" should be corrected to "suggested" and "changes" corrected to "suggestions." Mayor Ruede reminded Councilors that the intent of the Council's Comp Plan review was not to make substantial changes to it but, rather, to identify where updates were needed to bring the content current. There was no further discussion of this set of minutes.

Councilor Anderson made a motion to approve the May 14, 2013 meeting minutes as amended. Councilor Wells seconded the motion. The motion passed by unanimous vote.

D. City Council Comp Plan Review Meeting Minutes of July 9, 2013

Mayor Ruede directed the Councilors' attention to the minutes of the July 9th meeting. The Mayor opened discussion of the minutes by noting that they contained a redlined comment about who would perform the task of updating the Comp Plan. City Administrator Hilden explained that the process for updates to the Plan should be an agenda item for the City Council to discuss at a regular Council meeting, noting that the Ordinance Review Committee or the City Planner might tackle the review and update. City Administrator Hilden

also noted that LCOG has helped with similar projects in the past. It was agreed that the entire process for review and updates would be discussed at a future Council meeting.

After a short discussion, it was agreed to remove the redline text on page 3 of 7.

Councilor Sanders made a motion to approve the July 9, 2013 meeting minutes as amended. Councilor Wells seconded the motion.

Council President Mills pointed out that there was an additional redline comment included in the text on page 5 of 7. Councilors agreed to delete that as well.

The motion passed by unanimous vote.

8. UNFINISHED/OLD BUSINESS

A. Dunes City Comprehensive Plan Review (Continued)

Mayor Ruede opened discussion of Unfinished/Old Business by commending Councilors for their work on the Comprehensive Plan updates and asking what next steps Councilors would like to take to put the updates in place. During discussion it was noted that there is current information that LCOG should provide and some research that staff might do. It was suggested that the Council appoint an ad hoc committee consisting of perhaps two Councilors to outline specifically what work needs to be done, who should do the work, and where the updates should be placed so that the Council can make a plan for finishing the updates. In additional discussion it was noted that the Ordinance Review Committee was created, in part, to do this type of work. It was suggested that the various Dunes City committees could update content relevant to their areas of expertise.

Mayor Ruede suggested that the update process discussion be placed on the agenda for the next City Council meeting. City Administrator Hilden suggested that the Plan go to the Ordinance Review Committee which would then assign sections to the appropriate Dunes City committees, or to staff, and coordinate the collection of updates.

Mayor Ruede recognized Planning Commission Chairman George Burke for comments. Chairman Burke noted that the Planning Commission is currently working on definitions for the terms “water-related” and “water-dependent,” which appear in a section of the Comp Plan that was referred to the Water Quality Committee for revision, per the May 14th, 2013 meeting minutes, and would finalize those definitions shortly. There were several minutes of discussion about whether those definitions should be incorporated into the Comp Plan. Council President Mills, who is also Chairman of the Water Quality Committee, noted that the Committee has not yet completed its assigned updates to language in the Comp Plan and may choose not to use those terms at all, or choose to create other definitions.

There was some further discussion about the processes for making changes to both the Comprehensive Plan and City Code—the work that’s done by City commissions and committees, by LCOG and by the City Attorney—and the need to have changes reviewed by professionals to ensure that new language withstands legal challenges and public scrutiny. It was agreed that the Ordinance Review Committee would act as the body that would coordinate all of the Plan updates.

There was a quick discussion to clarify language in the July 9th minutes (on page 6 of 7) referring to City-owned land adjacent to the Westlake Boat Landing. It was agreed that the minutes were clear that the language was to be deleted.

Mayor Ruede suggested again that further discussion and possible action on the next steps for the Comp Plan should be an agenda item for the March 13th City Council meeting. Councilors agreed.

9. NEW BUSINESS – None

10. FOR THE GOOD OF THE ORDER

Referring to the short discussion about the landlocked City-owned parcel by the boat launch, Mayor Ruede explained that it might be possible for the City to enter into an intergovernmental agreement with the County to waive parking fees for City residents. Mayor Ruede pointed out that she was not making a recommendation to do so, but the possibility of doing so had been brought to her attention by a Lane County employee.

There was a short discussion about water testers being ticketed for parking on public land without permits, and several comments about who in the County to approach about an intergovernmental agreement or annual parking passes for City residents conducting official business. City Administrator Hilden noted that he had had similar discussions with the County and his understanding was that under certain circumstances the County would be willing to make arrangements for passes. It was suggested that a City representative contact the local County Commissioner to broach the subject. There was no request for action on the matter and none was taken.

Councilor Sanders requested that the March 13th meeting agenda include a report from the ad hoc committee formed to look into merchandising for the Oregon Dunes Triathlon and Duathlon. City Administrator Hilden noted that the agenda was being prepared and the subject was included as a discussion and possible action item.

There was some discussion about publicity for the Triathlon and Duathlon and a suggestion that posters could be placed in local schools to encourage young athletes to participate.

11. ADJOURNMENT

Mayor Ruede requested a motion for adjournment. Councilor Sanders made a motion to adjourn. Councilor Scarberry seconded the motion. There was no vote taken.

Mayor Ruede adjourned the meeting at 3:00 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 13th DAY OF MARCH 2014

[Signed copy available at City Hall]
Rebecca Ruede, Mayor

ATTEST:

[Signed copy available at City Hall]
Fred Hilden, City Recorder