

After review on 6-24-06
Neskowin CPAC
4th Steering Committee meeting
June 3, 2006
Neskowin Fire Hall
12:00pm – 4:30

Citizens present: Bob Fultz, Myeong Anderson, Guy Sievert, Deborah Wright, Lyle Rowland, Jack Bertell, Gale Ousele, Andreas Von Foerster, Pam Rowland, Phil Anderson, and Doug MacCourt

Staff present: Lisa Phipps, Coastal Resource Planner

The meeting began at 12:00pm. The group discussed the updated spreadsheet with email addresses and any changes were made. The minutes from the May 6 meeting were approved with corrections: Gale first name and Guy's last name were spelled incorrectly, "Guy Fultz" should be Bob Fultz, and Doug's last name was spelled incorrectly; the spelling of "by-laws" was corrected.

The group learned that there would be a link to the CPAC materials on the Neskowin Community Association website. The address is www.neskowincommunity.org and the password is "fish". Laurie Webber at Coastal Properties has also agreed to designate space at her office for local postings of meetings, etc. The space available can accommodate up to 4 letter size sheets of paper. Someone will check with Dave at the store to see if he is amenable to posting notices as well. Someone stated that the Post Office requires formal postings.

Lisa then requested that the group review the April 8th meeting minutes. Pam moved and Jack seconded a motion approving the minutes with the following changes: Sue Gabriel was not present at the meeting and Les Fultz's name is in there twice – Bob Fultz was also present.

The group reviewed the mission statement:

The Neskowin CPAC is a group of citizens organized under Statewide Planning Goal 1 and OAR XXX as an advisory body to local, state, and federal government agencies and citizens. The Neskowin CPAC is dedicated to promoting communication between the citizens and government bodies on land use issues.

The group then began to review the draft bylaws provided by Bob Fultz.

It began with discussion about the land use committee formed under the Community Plan. Andreas expressed concern that this would duplicate those efforts. Andreas was concerned that the County does not enforce the Neskowin zoning and part of what the group should do is look at the rules and what work has been done. Deborah said that a lot

of conversations have been had over the last 4 meetings and they have already discussed the concern with duplication. Bob said he thinks the rules are being enforced and Andreas gave examples of some issues that aren't being enforced ie driveways, etc. Andreas also expressed concern that the Community Plan is not addressed in the bylaws. Guy stated that the group has been told by the County that the vision plan has ambiguous language that needs to be cleaned up and the CPAC can address those issues. Pam said that the Community Plan is a great tool to answer questions about why things are done the way they are in Neskowin. Lisa said that the purpose of this group, the Steering Committee, is to set up the foundation for a CPAC which can then address the issues that he raised. Doug said there were certainly pieces of the plan that were not followed upon.

The group then moved into discussion on the bylaw draft.

Changes were documented in real time on the draft and attached. There was a great deal of discussion on membership and the boundary: Bob expressed concerns about extending the boundary beyond the Community Growth Boundary (CGB) since those people were not notified of the first community meeting outside of the CGB; others thought the area of influence and the membership boundary should be synonymous; other comments were that expanding the CGB would be more inclusive. A first motion was made by Doug to say "adjacent to". There was discussion on what 'adjacent' means; definition was pulled from the dictionary; Lisa talked about the difference between the area of influence and the membership boundary but said they could be the same, she said that the CGB provides a defined area and is easier to determine who belongs in it; concerns that it would be fundamentally wrong to not have notice to all the people who will be affected by the Neskowin CPAC; discussion on other ways to define boundaries (watershed, fire district, precinct, arbitrary landmarks, CGB, etc). It was stated that once the CPAC is defined the notice for the first membership meeting should go to everyone in that area. Someone mentioned that outreach efforts should go beyond mailing – there should be word of mouth and person to person contacts. A topic on the agenda should be ratification of the boundary. A map of the Neskowin Creek watershed was examined. It was decided that it was a limited and quantifiable area. Doug withdrew his motion. The new motion replaced Neskowin Community Growth Boundary with Neskowin Creek Watershed Boundary. The vote was 10 in favor, one opposed (Bob Fultz). All agreed on changing the wording in the second paragraph under membership to say "including the right of voting Neskowin CPAC meetings." The group elected to broaden the area of influence to include everything within the boundaries of the Neskowin Creek Watershed.

There was discussion on term limits and lengths of terms. It was agreed the terms should be two years (10 in favor, one opposed (Bob) – Phil stepped out of room before the vote). Discussion about nominating committee and Lisa said she would give example of language (included in attachment). Lisa will check on whether officers can be reimbursed for expenses incurred on behalf of the CPAC. Lisa was asked to provide language on how to set up the terms of the officers. (That language is underlined on the attachment under "Structure and Responsibilities").

There was discussion on the roles of the officers and several amendments were made; the primary role of the officers is to facilitate the achievement of the mission of the Neskowin CPAC. The Secretary and Historian were combined and the operational details were listed. The Secretary maintains records of all Neskowin CPAC meetings. The vote was 9-2 because there was concern that there was too much detail for the bylaws (Bob and Guy opposed). A response to that was that it will remind the officer of their responsibility.

There was additional discussion on the Treasurer's role but the group thought it would work for the time being.

The group tabled the discussion on how to conduct the meetings (whether by Robert's Rules of Order or some other accepted method of conduct). They did agree however to add the meetings will be subject to the Oregon Public Meeting Law and Public Records Law. There was disagreement on the length of time needed to notice a meeting. Lisa was to provide an example from the Netarts CPAC draft bylaws on 'emergency' meetings. (the addition is underlined on the attachment).

The final discussions were about quorum (discussion tabled) and concerns about special meetings and actions that may be taken.

Lisa left at this point – 3:30pm.

Minutes were then taken by Gale Ousele.

Minutes taken by Lisa Phipps, Coastal Resource Planner and Gale Ousele, Steering Committee member