

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 27, 2011

MEMBERS PRESENT:

Lon Kellstrom Mayor
David Asson Council President
Sharlene Weed Councilor (via telephone)
Pat Thompson Councilor
Wendy Holzman Councilor

STAFF PRESENT:

Eileen Stein City Manager
Steve Bryant City Attorney
Pauline Hardie Comm. Devel. Director
Paul Bertagna Interim PW Director
Lisa Young Finance Director
Julie Pieper Office Specialist

ABSENT:

Kathy Nelson City Recorder

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order by Mayor Kellstrom at 7:06 p.m.

II. VISITOR COMMUNICATION

Preston Ferris, 4741 SW Trout Road, Sisters, OR 97759

Mr. Ferris stated he was president of the committee working on building a skate park behind the Sisters Park and Recreation District (SPRD) building. He stated the committee plans on doing all the necessary fundraising and will build the structure themselves. He stated SPRD is supportive of the plan and will be working in partnership with the committee.

Scott Everson, 15187 Wagon Wheel, Sisters, OR 97759

Mr. Everson stated he was vice president of the committee working on the skateboard park. He reported community meetings had been held and the design for Phase 1 of the project was completed. He stated the committee was collecting letters of support to use when they solicit donations from local vendors and community members and asked if the Council would write a letter of support for their project.

Mayor Kellstrom polled the Council and they indicated they supported the project and would be in favor of the City writing a letter of support. **Councilor Holzman** asked if the skate park was a school related project. **Mr. Everson** replied it was with the committee working under the guidance of Daniel O'Neil, a Sisters High School math teacher and avid skateboarder himself.

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 27, 2011

Mr. Everson also requested a fee waiver for the site plan review, which he stated he thought was around \$2,400. **Mayor Kellstrom** asked Mr. Everson to provide the details on the fee to the City Manager so the Council could consider the request in the future.

Erin Borla, Executive Director, Sisters Area Chamber of Commerce

Ms. Borla stated she was in attendance to discuss the Scenic Bikeway Proposal grant the Chamber had submitted last year. She reported that all three proposals for trails submitted were recommended to move on to the next step. She explained a committee of 20 volunteers was recruited to create a marketing and management plan. She stated during this process the volunteers decided it would benefit the City to have two of the three proposed trails begin at Village Green Park as opposed to outside city limits as the plans previously indicated. She stated the initial parking issue concerns at Village Green Park were determined to be unfounded. She requested permission from the Council to move forward with the amended bike routes from Sisters to Smith Rock and Sisters to the McKenzie Pass.

Councilor Holzman reported she was one of the volunteers on the committee. She stated Village Green is a good a starting point for bike riders as it offers both water and restrooms. **Mayor Kellstrom** requested Ms. Borla provide written information to Manager Stein for the Council to consider. She indicated she would.

III. CONSENT AGENDA

A. Minutes

1. January 06, 2011 – Quarterly Workshop with County Commissioners
2. January 13, 2011 – Workshop
3. January 13, 2011 – Regular Meeting

B. Bills to Approve

1. January Accounts Payable

Councilor Asson moved to approve the consent agenda. Councilor Thompson seconded the motion. The motion carried unanimously.

IV. ACCOUNTS PAYABLE NOT ON THE CONSENT AGENDA

A. January Accounts Payable

Councilor Asson moved to approve the accounts payable not on the consent agenda. Councilor Holzman seconded the motion.

Councilor Thompson stated he would refrain from voting due to a direct conflict of interest.

The motion carried unanimously.

V. STAFF REPORTS

A. Paul Bertagna, Interim Public Works Director

Interim Director Bertagna stated with the good weather the City had experienced, the department had completed a sweep of the City to clean up the lava rock used during snow events. He stated he wanted to keep rock chips to a minimum and make the city more presentable.

Councilor Weed asked what the Jefferson Street design project mentioned on his staff report referred to. **Interim Director Bertagna** stated it was the preliminary survey for an eight foot multi-use path to provide a link from Creekside Park to Pine Street. **Councilor Weed** stated she felt there needed to be Council discussion prior to spending any money on the project as many of the homes along Jefferson Avenue do not have driveways and she was concerned that people would park on the path. She suggested there should be discussion to determine if that's the best location for a path or if there are other options for providing connectivity.

Interim Director Bertagna stated the preliminary survey work was budgeted in FY 10/11 and was a component of the Transportation System Plan (TSP) update. He stated no work would move forward without discussion with the Council.

B. Pauline Hardie, Community Development Director

Director Hardie highlighted three events and their dates from her report for the Council; a March 3rd community workshop on the Parks Master Plan, a February 10th joint workshop with the Planning Commission on the conceptual plan for the Forest Service property and a March 17th joint workshop with the Planning Commission on the Cascade Avenue Enhancement project. **Manager Stein** commented that given what President Obama said during his State of the Union Speech earlier in the week, the City should not expect a federal earmark for the Cascade Avenue project.

C. Mac Hay, Economic Development Manager

Mr. Hay reported on the Central Oregon Community College (COCC) classes in Sisters on opening a start-up company, noting they have been well attended. He stated since writing his staff report there were three new prospective businesses considering Sisters for re-location; a Portland Certified Public Accountant (CPA) firm that could partner with an existing Sisters CPA firm, a bicycle manufacturing company and a pool table company. He invited the Council to the March 17th Economic Development for Central Oregon (EDCO) *Pub Talk* to be held at Three Creeks Brew Pub. He reported that 65- to 100 people typically

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 27, 2011

attend the meetings and it would provide a great opportunity to show what Sisters has to offer. He stated presentations would be given by Sisters business owners.

Councilor Weed asked for an update on the formation of the Sisters Economic Advisory Committee (SEAC), stating she had concerns on its formation and function as it relates to Sisters Business Attraction and Retention Team (SBART). **Mr. Hay** stated he sees the two committees as having different objectives with SBART, under the direction of the Chamber, providing outreach and recruitment while SEAC provides data for businesses that have questions about the community. He stated he'd asked Chris Converse to chair the committee and was looking to the Council for other suggestions of other people to serve on the committee. He stated the committee would begin by gathering baseline material.

Councilor Weed stated she felt there should be representative from the different identified sectors serving on the committee to advise Mr. Hay. **Mr. Hay** replied that the committee can have a wide scope of duties and he would welcome members representing the different sectors.

VI. COUNCIL BUSINESS

A. Discussion and Consideration of a Motion Endorsing a Liquor License Change of Ownership, Change of Trade Name and Allowing a Greater Privilege for Los Agaves Mexican Grill

Councilor Asson moved to endorse a liquor license change of ownership, change of trade name and allowing a greater privilege for Los Agave Mexican Grill. Councilor Thompson seconded the motion.

Mr. Fernandez stated he had worked in the restaurant industry for many years and he was looking forward to opening his own restaurant.

The motion carried unanimously.

B. Continued Public Hearing and Consideration of Ordinance No. 401: AN ORDINANCE OF THE CITY OF SISTERS ADOPTING THE WHYCHUS CREEK RESTORATION AND MANAGEMENT PLAN AND COMPREHENSIVE PLAN AMENDMENTS TO GOALS 2, 5, 6, 7, 11 AND 12

Mayor Kellstrom followed the legislative public hearing script:

"This is a public hearing on city file no. CP 10-03 and Ordinance No. 401: AN ORDINANCE OF THE CITY OF SISTERS ADOPTING THE WHYCHUS CREEK

RESTORATION AND MANAGEMENT PLAN AND COMPREHENSIVE PLAN
AMENDMENTS TO GOALS 2, 5, 6,7, 11 AND 12. *The hearing is now called to order.*”

Community Development Director Hardie stated the staff report was given at the January 13th regular meeting. **Mayor Kellstrom** asked if there was any correspondence and **Director Hardie** reported there was one letter from the Upper Deschutes Watershed Council dated January 19, 2011 that had been entered into the record.

As there was no that wished to speak Mayor Kellstrom closed the public testimony portion of the hearing.

Councilor Asson moved for the first and second reading, by title only, of Ordinance No. 401. **Councilor Holzman** seconded the motion. *The motion carried unanimously.*

City Attorney Bryant read Ordinance No. 401, by title only, twice.

Councilor Asson moved to approve Ordinance No. 401, an ordinance of the City of Sisters adopting the Whychus Creek Restoration and Management Plan and Comprehensive Plan amendments to Goals 2, 5, 6, 7, 11 and 12. **Councilor Holzman** seconded the motion. *The motion carried unanimously.*

C. Discussion and Consideration of a Motion to Approve the Deschutes Skyline Collaborative Charter and Authorize the City Manager to Participate as a Local Government Representative on the Collaborative Steering Committee

Councilor Asson moved to approve the Deschutes Skyline Collaborative Charter and authorize the City Manager to participate as a local government representative on the Collaborative Steering Committee. **Councilor Holzman** seconded the motion.

Councilor Thompson remarked that since serving on the steering committee will take Manager Stein away from her normal work load, he hoped to see the city and its citizen's benefit from her participation on the committee.

The motion carried unanimously.

VII. OTHER BUSINESS

A. Committee Appointments

Mayor Kellstrom reported Council members would serve as representatives from the City at the following organizations:

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 27, 2011

Councilor Thompson - *Central Oregon Intergovernmental Council (COIC)* with Councilor Weed as alternate

Councilor Holzman - *Central Oregon Area Commission on Transportation (COACT)*

Councilor Asson – *Economic Development of Central Oregon (EDCO)*

Mayor Kellstrom – *Central Oregon Cities Organization (COCO)*

B. City Manger Update

Manager Stein asked for feedback on the draft agenda she distributed for the Council's strategic planning session scheduled for February 5th.

Manager Stein reported video teleconferences (V-Tel) with Central Oregon legislators will take place in Redmond from 7:00 a.m. to 7:45 a.m. on the first and third Thursdays of the month during the legislative session, beginning February 3rd. She noted it would create a conflict for those attending as Council workshops begin at 8:00 a.m. She stated the cost estimate to acquire the necessary equipment to have V-Tels in Sisters is \$6,000 to \$9,000. The **Council** discussed options such as changing workshops to Friday mornings for the duration of the legislative session or having a phone conference only with the legislators but settled on beginning morning workshops at 8:30 a.m. during the legislative session as the best solution.

Manager Stein reported there had been a slight modification to the monthly financial report distributed to the Council per Councilor Asson's request. She asked the Council to think about what other information they would like to see included in the report as the contents of the report would be discussed at the strategic planning session

VIII. MAYOR/COUNCILOR BUSINESS

Councilor Holzman reported that due to Americans with Disabilities Act (ADA) compliance concerns the Ford Family Foundation Leadership Institute group would not be moving forward with the art installation on the Creekside Bridge it had discussed with the Council last October. She stated instead the leadership class would be working with the Little League organization on a ball field project.

Councilor Holzman reported on a meeting she attended organized by Sisters District Ranger Bill Anthony and Sisters District RHLM Team Leader Kirk Flannigan. She stated the diverse group of committee members comprised of hikers, bikers, snowmobilers, equestrians and other users of the trail system will meet quarterly to discuss plans for trail maintenance and possible expansion of Sisters area trails.

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 27, 2011

IX. ADJOURN – 8:00 p.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Lon Kellstrom, Mayor