

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVE., 8:00 A.M.
JULY 05, 2007

MEMBERS PRESENT:

Brad Boyd	Mayor
Bill Merrill	Councilor President
Lon Kellstrom	Councilor
Sharlene Weed	Councilor
Shawna Bell	Councilor

STAFF PRESENT:

Eileen Stein	City Manager
Brian Rankin	Planning Director
Lisa Young	Finance Director
Brad Grimm	Public Works Director
Kathy Nelson	City Recorder

DESCHUTES COUNTY:

Tammy Baney	Commissioner
Mike Daly	Commissioner
Dennis Luke	Commissioner
Dave Kanner	County Administrator

GUESTS:

Larry Blanton	Deschutes Cty. Sheriff
Alan Unger	Mayor of Redmond

1. Quarterly Meeting with Deschutes County Commissioners

A. Welcome and Introductions

The joint meeting of the County Commissioners and Sisters City Council was called to order at 8:04 a.m. by Mayor Boyd and Commissioner Daly. Introductions were made.

B. Fire Season Preview and Coordination

Manager Stein stated that County Forester Joe Stutler was unable to attend the workshop but that she could provide an overview of the climate prediction for the state. She stated that a cool wet June was expected with a dry late summer and below average snow pack. She stated critical dryness is expected in the northeast region of the state but that local agencies feel comfortable with the resources they have. She stated there is a new philosophy from the Bureau of Land Management (BLM) and Forest Service with regard to fire management with the focus on protection of structures and to allow wilderness areas to burn unless it is threatening populated areas.

C. Central Oregon Mobility Consortium

Redmond Mayor Alan Unger provided an overview of the Central Oregon Mobility Consortium. He stated Central Oregon is made up of the area from Warm Springs to La Pine and Prineville to Sisters. He stated that in the region people find a place they can afford to live and then travel to their jobs. As such, he stated there is a lot of movement in the region and the Mobility Consortium is working to take a pro-active approach to transportation needs. He stated the focus is to develop a public/private partnership to meet the transportation needs of the area using a variety of resources. He gave the example of using school buses to transport both older students

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVE., 8:00 A.M.
JULY 05, 2007

and adults to jobs in the area. He stated the Consortium is comprised of a working group from tri-county government plus Warm Springs working to create a framework. He stated a representative is needed from Sisters government and asked Mayor Boyd to represent the City at the monthly meetings. He stated Central Oregon Intergovernmental Council (COIC) provides oversight and the Consortium is under COIC as a committee.

Commissioner Baney asked if Bend Area Transit (BAT) and Cascade Bus Lines are a part of the discussion group. **Mayor Unger** stated they are at the table but no deep contact has been made as the Consortium plans to use the technical expertise from those companies when finer details are worked out.

Mayor Unger told the Council and Commissioners about a tri-county survey of 800 people regarding a transportation plan. He stated that a majority of the people supported the idea but did not want to pay for it. He stated he would like to see a gas tax enacted to offset the cost.

Commissioner Daly asked how the school districts were reacting. **Mayor Unger** stated they are interested in exploring the idea but have the challenge of also working with the unions. He stated the Consortium needs to go to a state level to address the union issue and then school boards will become more supportive.

County Administrator Kanner asked if there was a problem with Federal dollars that are used to pay for a transportation system in the schools. **Mayor Unger** stated that the issue is with State funds that are reimbursed to districts for its transportation system that could be lost. He stated the Consortium is looking to create a pilot project in Central Oregon. He stated the next meeting will be held on July 26th from 1:30 to 3:00 and **Mayor Boyd** stated he would attend as a representative to Sisters.

Councilor Bell stated she had created a transportation list for Sisters and understands there is a great need. **Commissioner Daly** also participated in a group looking to access federal dollars for transportation. **Manager Stein** stated there are a lot of resources available and there is a need to determine how the resources can be deployed effectively.

D. Jefferson County Destination Resorts

Mayor Boyd discussed concerns of the City regarding resorts being developed in Jefferson County. He stated the two resorts being considered will bring zero tax base to the City but will have significant impact on the City's infrastructure. **Mayor Unger** stated that Redmond is facing the same issue with resorts coming into Crook County. He stated the resorts become small cities and the City must look at its 20 year plan with regard to their impacts. He stated there is a need to mitigate impacts but no means of asking for it.

Manager Stein asked how closely Redmond is following the development of the destination resorts in Crook County and the amount of staff time being spent. She asked if the resorts were

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVE., 8:00 A.M.
JULY 05, 2007

being followed on a political level or were being studied to evaluate their impacts on the City. **Mayor Unger** stated the resorts were being evaluated at the base level. **Mayor Unger** pointed out the employees of the destination resorts also create some of the greatest transportation need.

Commissioner Baney stated that perhaps the mitigation issues needs to be addressed at a higher level and possibly legislation needs to be addressed on a regional basis. **Mayor Unger** stated that Central Oregon Area Commission on Transportation (COACT) will be having a meeting on destination resorts in September to discuss their impacts. He stated that information will be passed on to the Governor's office.

Mayor Boyd stated that the resorts will create huge transportation impacts and it makes sense to ask resorts to mitigate impacts up front. **Manager Stein** stated there will need to be a tri-county discussion regarding the impacts.

E. Senior Center Feasibility Study

Mayor Boyd informed the Commissioners that the Council provided \$4,000 of Community Grant Funds to the Sisters Senior Council to assist with a feasibility study for a senior/community center. **Manager Stein** stated the group is under the umbrella of SOAR and would like the feasibility study to determine if the time is right to work on a senior/community center. She stated the Commissioner's will be receiving a grant request from COIC on behalf of the Senior Council to provide additional needed funds to complete the study. She stated that the seniors currently meet weekly for lunch at a local church. **Commissioner Luke** suggested that Manager Stein speak with Judith Ure, grant specialist for Deschutes County for assistance with researching grants for a center.

F. Recycle Center Status

Public Works Director Grimm stated the steel building is in place and the new recycling center is projected for completion in August. **Manager Stein** stated the City and County need to work out an intergovernmental agreement regarding manning of the facility and hours of operation.

Councilor Bell asked if any cities in Deschutes County provide curbside pickup. **Commissioner Luke** stated that both Redmond and Bend as well as some non urban areas provide curbside pickup. **County Administrator Kanner** stated that cities with a population of less than 4,000 are not required to provide curbside recycling and are only required to have a recycling depot. He added that the City is still required to have a recycling center even if curbside recycling is offered.

G. Other Business

Commissioner Baney stated the Local Public Safety Coordinating Council is looking for a representative from the City and encouraged the City to be a part of the group. She stated the

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVE., 8:00 A.M.
JULY 05, 2007

group is an advisory committee to the Board of Commissioners and provides a plan for the bi-annual Community Corrections Plan. **County Administrator Kanner** stated that the Oregon State statues mandate either a mayor or councilor from the County be a representative as well as a city manager from the County. He stated the State funds the parole and probation function and requires adoption of a bi-annual plan to show how the funds will be allocated. **Commissioner Baney** stated that all the Human Services departments are represented and it is a great place to discuss needs, emerging issues and prevention management.

Sheriff Blanton provided highlights from the first Sheriff's coffee in Sisters. He stated it was well attended. He stated that Deschutes County Sheriff will be providing a radar car to the City to use as a visual deterrent to speeders. He stated the City just began it FY 07-08 contract with the Sheriff's Office for \$393,000 that provides a minimum of 120 hours of service per month.

Sheriff Blanton informed the Council and Commissioners of a new program to help with the huge problem of identity theft by providing a day of free shredding of documents to citizens. He stated the program will move throughout the County with a shredding event day to take place in Sisters in the future.

Sheriff Blanton thanked the City for the relationship it shares with the Sheriff's Office and stated he appreciates it very much. He stated that with stable funding now in place the Sheriff's Office has been able to attract very qualified people for which he is thankful.

Councilor Kellstrom stated that speaking as a citizen; he is concerned with the constant matrixing of jail inmates and think it's a huge issue. He stated he feels it is imperative to keep people that belong in jail in jail. **Sheriff Blanton** agreed it is a huge concern and informed the Council and Commissioners of expansion that will provide 90 additional medium security beds. **Commissioner Baney** complimented Sheriff Blanton for looking at other alternatives as opposed to just locking people up.

The County Commissioners, County staff and guests left the meeting at 9:20 a.m.

2. Quarterly Review of Council Goals

Manager Stein stated the meeting provided an opportunity to look at Council Goals and make certain that appropriate progress is being made. She directed the Council to the Projects in Process worksheet and asked for questions. **Mayor Boyd** stated he had one prevailing question regarding the projects and that was when the projects would be completed. He stated he would like the worksheet to provide time-lines and target dates for completion. He asked that this information be provided prior to the next quarterly update. **Manager Stein** stated that she has been happy to make any progress on projects over the last six months but now with the resources and staffing available progress on projects will be reassessed.

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVE., 8:00 A.M.
JULY 05, 2007

Councilor Bell asked what methodology is used to tract projects. **Manager Stein** stated that the creation of the project list is new this year and she appreciates the Council input. She stated with the resources in place the staff will now be able to provide the level of detail the Council has requested.

Councilor Merrill stated the Council Goals need to get done and he is disappointed in their lack of progress. He stated the Council agreed to fewer goals in order to facilitate their completion. **Manager Stein** stated that purpose of goal setting in January is to work those goals into the budget of the upcoming fiscal year. She stated that some of the projects can't begin until the resources exist, so the list of Council goals is in reality more of an 18 months process. She stated when the Council articulates its goals it helps her to prioritize projects while continuing to keep all the standard City services running, along with projects that overlap from previous years. She stated she hoped the Projects in Process worksheet allows the Council to understand all the other projects the City is working on.

3. Preview of 07/12/07 Regular Meeting Agenda

At the request of the **Council** the workshop scheduled for prior to the July 12th regular meeting was cancelled. The **Council** requested the information regarding the storm water management plan be provided to the Council in the form of an executive summary from Special Projects Coordinator Paul Bertagna.

Manager Stein briefed the Council on the agenda for the regular meeting, stating that Finance Director Lisa Young will provide her first staff report to the Council. She stated there will be three items related to adoption of new SDC's for water and sewer.

4. City Manager Update

Councilor Weed stated she wants to receive a copy of the agenda calendar on a regular basis for planning purposes. **Manager Stein** stated she wants to make certain the Council recognizes the calendar is a very fluid document that changes often. **City Recorder Nelson** stated she would send the calendar to the Council as it is updated.

Councilor Weed informed the Council she would not be in attendance at the July 12th meeting.

The meeting was adjourned at 10:05 a.m.

Kathy Nelson, City Recorder

Brad Boyd, Mayor