

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
OCTOBER 16, 2008

MEMBERS PRESENT:

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

STAFF PRESENT:

Eileen Stein	City Manager
Eric Porter	Comm. Dev. Director
Brad Grimm	Public Works Director
Kathy Nelson	City Recorder

The meeting was called to order by Mayor Boyd at 8:01 a.m.

1. Red Flag Rules and Identify Theft Prevention

Manager Stein explained that new Federal Trade Commission requirements for an ID theft prevention plan are necessary by November 1st. She stated the requirements include written procedures that are approved by the Council and reviewed each year for any jurisdiction that is structured to receive deferred payment on utility accounts. She stated the policy that outlines the necessary steps will be included on the agenda for the October 23rd regular meeting for the Council's approval.

2. Preview 10/23/08 Meeting Agenda

Manager Stein stated that the workshop topic for next week will deal with a Municipal Code update to the nuisance chapter. She asked Community Development Director Porter to provide an overview as to why this update is needed. **Director Porter** explained that there have been instances in Sisters where construction is happening without the issuance of the any or the appropriate permits. He stated that although the City can issue a "stop work order" when it becomes aware of such a project, the City has no means to cite the offending party on the local level and must instead resort to State involvement for a citation to be issued. He stated Sisters needs to be able to provide local civic enforcement to provide a disincentive to the practice.

Manager Stein provided an overview of the scheduled Council business for the next meeting. She stated she has exchanged calls with Karen Friend of Central Oregon Intergovernmental Council (COIC) regarding lowering the funding commitment amount for fuel and maintenance of the Cascades East Transit bus from \$5,000 to \$3,000 per the Council's request. She added that Ms. Friend will be in attendance at the regular meeting to answer any additional questions from the Council regarding the program.

Councilor Merrill stated he had requested information on the transit program from COIC regarding the service it provides to Sisters after the item was tabled at the last regular meeting. He stated he was informed that the five mile radius from the center of Sisters is not strictly enforced as some senior citizens in the Plainview area are also using the service. He stated the yearly cost

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to run just the Tuesday bus service in Sisters exceeds \$13,800 and that does not include the cost for the daily roundtrip between Sisters and Bend. He stated the amount the City commits allows COIC to leverage other funds and that a local match is necessary to meet the terms of the grant received. **Councilor Bell** stated the program provides a valuable service to Sisters and feels the City should support the program to the same level of support as before at the minimum.

Manager Stein stated the agreement will include the \$3,000 cap previously discussed by the Council which the Council can modify the amount if they wish. **Councilor Bell** stated that the program is looking to add some additional routes to assist with commuters.

3. City Manager Update

Manager Stein reminded the Council of the Cascades East Transit, Central Oregon's regional public transportation system, ribbon cutting ceremony next Thursday at City Hall from 4:30 p.m. to 5:15 p.m.

Manager Stein stated the in-city vacancy on the Committee for Citizen Involvement (CCI) has not been filled after several weeks of advertising and asked the Council to encourage citizens to apply. She stated there is also a vacancy on the Planning Commission. **Mayor Boyd** stated that he is expecting an application to fill the vacant Planning Commission position to come in soon.

Manager Stein stated that in a follow-up to last Thursday's conversation regarding public art the Planning Commission will review two requests for public art at this evenings Planning Commission meeting as per the Development Code. **Community Development Director Porter** distributed his staff report of the two proposed art pieces that also included a photo of the art piece already in place at the Chamber of Commerce and a model of the wild horse statue by Lorenzo Ghiglieri slated for placement on East Cascade.

Mayor Boyd stated that at some point criteria for public art will need to be addressed as art is very subjective. **Councilor Weed** stated that the Public Art Team, the group that received a community grant from the Council for FY 08/09, is crafting a public process for public art that provides specific guidelines. **Councilor Merrill** suggested checking with the City of Joseph as it has a well-established public art plan in place.

The meeting was adjourned at 8:43 a.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Brad Boyd, Mayor