

JOINT WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL AND COMMITTEE FOR CITIZEN INVOLVEMENT
520 E. CASCADE AVENUE
APRIL 23, 2009

MEMBERS PRESENT:

Lon Kellstrom	Mayor
Bill Merrill	Councilor President
Sharlene Weed	Councilor
Pat Thompson	Councilor
Jerry Bogart	Councilor

STAFF PRESENT:

Eileen Stein	City Manager
Eric Porter	Comm. Dev. Director
Brad Grimm	Public Works Director
Lisa Young	Finance Director
Laura Lehman	Associate Planner
Kathy Nelson	City Recorder

CCI MEMBERS PRESENT:

Wendy Holzman	Chair
Ann Richardson	Vice Chair
Paul Bennett	Member
Courtney Johnson	Member

The meeting was called to order by Mayor Kellstrom at 6:00 p.m.

A. CCI Update

Committee for Citizen Involvement (CCI) Chair Wendy Holzman introduced herself and the other CCI members in attendance. She stated the meeting was to provide an opportunity for the CCI to check in with the Council as mandated by the ordinance that created the committee. She stated a copy of the CCI mission statement, goals, objectives and requested budget for FY 09/10 were included in the meeting packet. She stated she wanted to allow new Council members an opportunity to know the function and purpose of the CCI as well as providing a refresher to the continuing Council members. She stated a recent copy of the CCI's monthly column that appears in the Nugget Newspaper was also included in the packet.

Ms. Holzman stated the CCI was requesting the Council to approve a change in the makeup of the committee by allowing a high school student alternate to serve on the Committee. She stated the alternate will only have voting rights when one of the regular student members is not in attendance but would be invited to attend all the meetings. She stated it is more difficult for student members to attend on a regular basis due to extracurricular activities, school events and school work. She stated it is sometimes difficult to meet quorum requirements in order to conduct business. She stated that currently the school appoints the student members, and could be asked to appoint the alternate also.

The **Council** discussed the matter and agreed to change the CCI ordinance to allow an alternate high school student to be appointed.

Ms. Holzman stated it took the first year of meeting for the CCI to gel as a team and determine the best avenues to meet their purpose. She stated the group and its members are becoming more visible in the community and are being approached to discuss issues and asked questions. She

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stated the CCI plans to have the Nugget Newspaper run a new article on the committee showing the names and picture of the members. She informed the Council the CCI is hosting a meeting for representatives from the Upper Deschutes Watershed Council (UDWC) to discuss the proposed Action 31 for Whychus Creek with affected homeowners, answer questions and address concerns. **Ms. Holzman** stated other ideas for the CCI are to create a community bulletin board and a website that provides information about the various volunteer groups in the community with contact information to ensure there is not a duplication of efforts by these groups and their members.

The other attending CCI members spoke about how the committee is evolving and that the group is looking for opportunities to be a conduit for information. **Councilor Merrill** reminded committee members that covering state wide goal #1 is the basis of their mission statement. He stated they should be able to explain land use decisions to citizens by being well versed on the Development Code.

Ms. Holzman stated the CCI recognizes the land use component as an important element of their mission but not the only focus. She stated that CCI members may not always be experts on a topic but can provide a venue for the experts and the citizens to meet so questions can be answered. **Mr. Bennett** stated that education is a priority for all the CCI members as well as providing opportunities for educating citizens.

Councilor Weed stated she is looking forward to CCI members working with community members and provided a list of topics the CCI could host informational sessions for; 1) the Housing Plan, 2) Transportation System Plan (TSP) update, 3) recap of the Council goal setting, 4) fees for water and street maintenance and 5) volunteer opportunities to serve the City.

The topic of the Timber Creek Bridge was brought up and **Manager Stein** provided historical background on the bridge as well as clarifying the state of affairs with the bridge at present. **Mayor Kellstrom** stated the bridge project is a complicated situation but in terms of public safety the bridge must be completed. There was additional conversation on when the completion of the bridge will occur.

Ms. Holzman stated that when information needs to be disbursed by the City the CCI and City need to create a mechanism for communicating with each other. She stated she has found that giving a small amount of information can make a very large difference in the minds of community members and also solve the potential for misunderstanding.

Councilor Weed complimented the CCI on its monthly column in the Nugget Newspaper and then asked how the CCI will assist with the Cascades East Transit (CET) survey. **Ms. Holzman** stated she has been in contact with Scott Aycock from Central Oregon Intergovernmental Council (COIC) regarding the survey and it will take place sometime in June. She stated that CCI member

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Bruce Bowen will assist as he has extensive knowledge in collecting and compiling statistical information. She stated the survey will come to the Council for review prior to taking place.

Mayor Kellstrom thanked the CCI members for attending the workshop.

B. City Manager Update

Manager Stein reported that the City and Chamber of Commerce are jointly hosting a *Meet and Greet* reception for Senator Chris Telfer and Representative Gene Whisnant on Friday, May 8th at 5:30 p.m. at the Chamber of Commerce building located at 291 E. Main Street.

Manager Stein distributed a handout showing changes to sample utility bills if the proposed resolution for water and sewer rate adjustments is approved at the regular meeting. She explained this would be the first of a two phase process, with this adjustments being cost neutral to the average residential user. She stated the second phase, which will occur during FY 09/10, will create incentives for water conservation and provide a more sophisticated rate structure. There was a brief discussion on the proposed utility rate schedule prior to closing the meeting in order to begin the regular meeting.

The meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Lon Kellstrom, Mayor