

WORKSHOP MEETING MINUTES  
SISTERS CITY COUNCIL  
520 E. CASCADE AVENUE  
NOVEMBER 12, 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
Steve Bryant	City Attorney
Lisa Young	Finance Director
Brad Grimm	Public Works Director
Eric Porter	Comm. Dev. Director
Kathy Nelson	City Recorder

**GUESTS:**

Bill Willitts	MMV, LLC
Mark Adolf	Pinnacle Alliance Group
Jeff England	MMV Design Engineer

The meeting was called to order by Mayor Kellstrom at 6:04 p.m.

A. McKenzie Meadow Village Annexation Agreement

**Community Development Director Porter** provided a brief history on McKenzie Meadow Village. He explained the land was included in the 2005 Comprehensive Plan as one of the properties that would supply land for the next twenty years. He stated annexation of the property was put to a vote of the people in 2006 and passed by a two to one margin. He stated since that time many versions of the annexation agreement have been negotiated between the City and MMV with tonight's version hopefully proving to be the final adaptation.

**Councilor Merrill** asked if the entire senior housing project would be only assisted living quarters, as that is how he was interpreting the agreement. **City Attorney Bryant** recommended adding the following language to clarify the issue:

*"The Senior Living Center will provide senior assisted and independent living and non-senior assisted living options."*

**Manager Stein** stated that in discussing the issue of non-senior assisted living options with Mark Adolf of Pinnacle Alliance Group, it was her understanding that those cases would be considered on a case by case basis. **Mr. Adolf** stated that was true as once a center has been designated by the State of Oregon as a senior facility, approval is needed from the State to house a resident who is younger than age fifty-five, adding that he has been successful at accomplishing this at other centers he owns. He noted also that the term "facility" has negative connotations when communicating with residents and their families and that is why the term "center" is more often used. He added it is acceptable to use the term "facility" in the agreement however.

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**Councilor Merrill** asked the difference between a recital and an agreement. **City Attorney Bryant** explained that a recital provides factual background and is sometimes a part of an agreement. He stated the recitals in this agreement do not contain any requirements and the only condition required in the annexation agreement is the senior living facility. **Councilor Merrill** stated the agreement should specify that outside the 6.3 acres designated for the senior living facility will be residential without any age restrictions. He also stated that commercial development should be removed from the agreement so as not to compete with businesses in the downtown core. He stated that would make it clear that the remainder of the property is not age restricted. **Bill Willitts** of MMV, LLC stated he did not want to limit the remaining acreage too much as he might be working with Rob Roy on another type of senior living facility. He stated he is also talking with the high school about a joint medical center for the development. He stated he is comfortable with specifying that the commercial development can only be a medical center and not anything else. The **Council** agreed to that provision.

**Director Porter** stated the following steps will still be necessary after the annexation agreement:

1. Formally adopt the annexation via an ordinance.
2. The developer will petition to change the zoning and perform a needs analysis and traffic study.
3. A petition for a Comprehensive Plan amendment can occur concurrently.
4. Submittal of the site development with a master plan.
5. Submittal of a subdivision site design for buildings and conditional use permit.

**Councilor Weed** asked if the review of the master plan will be under the language of the forthcoming updated Development Code. **Director Porter** explained land use decisions are typically done under the code that is in place at the time of the development. He stated the developer could request to use the language recommended under the unadopted updated Development Code but it would be at their own risk.

**Mayor Kellstrom** asked what the timeframe will be for approving the master plan. **Director Porter** stated the timing will be based on the thoroughness of the application material the City receives from the developer. **Councilor Weed** asked if the City could require the master plan to be reviewed under the terms of the updated Development Code regardless of whether it has been adopted by the City or not. **City Attorney Bryant** stated the City could not add that provision due to state law. He stated the developer's desire to use the updated Development Code will be contingent on the timeframe of the City's adoption.

**Jeff England**, MMV Design Engineer, stated he wanted to clarify that the parcel size for the senior living center should only be 5 acres as the original design that listed 6.3 acres included the senior center which is no longer a component that will be included. **Councilor Thompson** stated he thought the 6.3 acres included both the senior living center and open space. There was additional discussion between the Council and City Attorney to clarify what the Council wanted to

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be included in the agreement and decided in the end to leave the existing language as is, with just the minor changes discussed earlier in the workshop.

**Mayor Kellstrom** suggested that during the regular meeting, given the number of people in attendance and in the interest of time, each councilor should limit debate to ten minutes per question. He stated he would limit public comment to two minutes per person.

B. Solid Waste Collection Surcharge/Low Income Assistance Utility Rate

Due to lack of time this item was not discussed.

C. City Manager Update

Due to lack of time there was no City Manager update.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

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Kathy Nelson, City Recorder

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Lon Kellstrom , Mayor