

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 28, 2010

MEMBERS PRESENT:

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

STAFF PRESENT:

Eileen Stein City Manager
Steve Bryant City Attorney
Eric Porter Comm. Devel. 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 7:00 p.m.

II. TSP PROJECT ADVISORY COMMITTEE MEMBER RECOGNITION

Mayor Kellstrom thanked Chuck Humphreys for his participation as a member of the Transportation System Plan (TSP) update project advisory committee (PAC). He presented Mr. Humphreys with a Certificate of Appreciation and stated other members of the PAC will also receive their certificate via mail.

III. VISITOR COMMUNICATION

There was no visitor communication.

IV. CONSENT AGENDA

- A. Minutes
 - 1. January 14, 2010 - Workshop
 - 2. January 14, 2010 – Regular Meeting

- B. Bills to Approve
 - 1. January Accounts Payable

***Councilor Merrill** moved to approve the consent agenda. **Councilor Weed** seconded the motion.*

Councilor Weed asked that the minutes of the January 14, 2010 regular meeting reflect that after Mark Hilgart spoke on his concerns regarding back-in diagonal parking she outlined the benefits to pedestrians and cyclists and suggested he speak further with Public Works

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Director Grimm on these benefits. Manager Stein stated the addition to the minutes would be made.

Councilor Weed asked that the minutes of the January 14, 2010 regular meeting also clarify her comments regarding the Neighborhood Stabilization Program (NSP2) and indicate that Central Oregon Habitat for Humanity affiliates will be eligible, but not guaranteed \$600,000 for use within the region. She stated a request for proposal (RFP) system will be used to determine how the funds will be distributed. Manager Stein stated the clarification would also be made in the minutes.

The motion carried unanimously.

V. ACCOUNTS PAYABLE NOT ON THE CONSENT AGENDA
A. January Accounts Payable

Councilor Merrill moved to approve the accounts payable not on the consent agenda.
Councilor Weed seconded the motion.

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

The motion carried unanimously.

VI. STAFF REPORTS
A. **Brad Grimm, Public Works Director**

Director Grimm asked for questions regarding his staff report.

Councilor Weed asked how many trees were cut down on Ash Street and Oak Street during the course of the waterline improvements and if there are plans to replace the trees. She stated since as she understands it, the updated Development Code will require home owners to plant one tree for every three they remove, she feels the City should set the same example. **Director Grimm** stated Public Works staff took pictures of all the trees prior to cutting them down and he would be happy to show the Council the photos. He clarified that none of the trees were dominant trees and all were either dead or leaning. He stated healthy trees were maintained and the water lines were installed working around them. He stated trees can be planted in other areas close to where the trees were removed if that was the pleasure of the Council.

The **Council** discussed the matter and asked staff to bring back additional information on the number of trees that were removed, the feasibility of replacing some of the trees and the

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associated cost. **Manager Stein** stated staff would collect the information and provide the Council with some options.

Councilor Thompson asked if the Public Works maintenance building was out to bid yet. **Director Grimm** stated staff was finalizing the details of the criteria for the bidding process and expected the project to go out to bid by the end of February. **Councilor Thompson** asked the engineer's cost estimate for the project and **Director Grimm** stated the estimated cost for construction is \$500,000. **Councilor Weed** stated she would be interested in seeing the building design.

Councilor Weed noted that the City has built some fences in areas where staff is working on projects and asked how it is determined that it is the City's responsibility to do so. **Director Grimm** explained that when a fence is in the City right of way (ROW), interferes with a project and can't easily be moved and reset, it is less expensive for the City to scrape the old fence and install a new one.

B. Eric Porter, Community Development Director

Director Porter stated a town hall meeting was held the previous night with regard to the Development Code update and how changes might affect property owners. He stated it was an educational meeting for property owners and he felt the information was well received.

Director Porter acknowledged Associate Planner Laura Lehman for her part in obtaining \$290,000 for a *Safe Routes to School Grant*. He noted her efforts in working with Sisters School District and Public Works Department were instrumental in the City receiving the grant award. **Manager Stein** reported that Planner Lehman's memo outlining the projects to be undertaken with the grant funds was included in the Council binders under the Workshop tab.

Councilor Weed asked for additional details on Action 31 of the Whychus Creek Restoration and Management Plan and if an amount has been identified that will be requested from the City for its participation in the fix. **Director Porter** replied he did not have that information yet. **Councilor Weed** stated she was not convinced it was the City's responsibility to participate and would like to have a Council discussion on the matter prior to proceeding. **Manager Stein** reminded the Council they had approved a 25% contribution towards the total cost of the design of the fix in advance of a neighborhood meeting. She stated it was conveyed to affected property owners that there are grant funds available to help offset the estimated \$1 million cost of the fix but the neighborhoods of Timber Creek and Creekside need to formulate the next move. She noted the City has not received any notice from the neighborhood associations thus far. She added that the Council has not given any direction to staff regarding participation at the fix level of the project. She stated grant

partners will likely want to see the City's willingness to participate in the project prior to providing grant funds.

Councilor Weed asked the location of Richard Carpenter's 16 lot subdivision mentioned in the staff report. **Director Porter** stated the subdivision is located in Pine Meadow Village.

Councilor Weed noted a conditional use permit was approved by the Planning Commission to allow a property owner to expand a home in the 100 year flood plain and questioned why. **Director Porter** explained that the entire home was constructed in the flood plain and the property owner is working under very strict guidelines with direction from the Department of State Lands and Army Corp of Engineers for the expansion.

VII. COUNCIL BUSINESS

A. Public Hearing and Consideration of Ordinance No. 393: AN ORDINANCE OF THE CITY OF SISTERS ADOPTING THE SISTERS HOUSING PLAN AND COMPREHENSIVE PLAN AMENDMENTS TO GOAL 10

Mayor Kellstrom opened the public hearing on the Housing Plan that had been continued from the January 14, 2010 regular meeting. As there was no one wishing to speak on the matter, Mayor Kellstrom closed the public hearing.

Councilor Merrill moved for the first and second reading, by title only, of Ordinance No. 393. Councilor Weed seconded the motion. The motion carried unanimously.

City Attorney Bryant read Ordinance No. 393, by title only, twice.

Councilor Merrill moved to adopted Ordinance No. 393, an ordinance of the City of Sisters adopting the Sisters Housing Plan and Comprehensive Plan amendments to Goal 10. Councilor Weed seconded the motion.

Councilor Weed stated she was very happy the City had made it to this point on voting for this very important plan and stated she feels it will make the community an even better place to live.

The motion carried unanimously.

B. Discussion and Consideration of Resolution No. 2010-02: A RESOLUTION SUPPORTING THE THREE SISTERS SCENIC BIKEWAY TO ASSIST IN THE ENHANCEMENT OF DESCHUTES COUNTY'S RECREATION ASSETS

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Councilor Merrill moved approval of Resolution 2010-02, a resolution supporting the Three Sisters Scenic Bikeway to assist in the enhancement of Deschutes County's recreation assets. Councilor Weed seconded the motion.

Gary Guttormson 14461 Crossroads Loop, Sisters, OR 97759

Mr. Guttormson reported that one of the reasons he and his wife moved to the area was for the recreational value of the community. He stated he applauds the City's efforts to improve and create pedestrian, equestrian and bike infrastructure for citizens and visitors. He stated the Three Sisters Scenic bikeway is a great plan.

Wendy Holzman, 324 E. Wapato Loop, Sisters, OR 97759

Ms. Holzman voiced her full support of the resolution. She relayed how she has cycled in many places around the world and has heard repeatedly that Oregon is known as a favorite state for visitors to bike. She stated bike trails continue to be an economic driver in the community.

The motion carried unanimously.

VIII. OTHER BUSINESS

- A. Committee for Citizen Involvement
- B. Budget Committee Appointments
- C. Historic Landmarks Commission Appointment

Mayor Kellstrom stated he was reappointing Wendy Holzman to the Committee for Citizen Involvement (CCI), appointing Christian Tujo to the Budget Committee and reappointing David Talbot as the Sisters representative to the Deschutes County Historic Landmarks Commission and thanked the individuals for volunteering. The **Council** concurred with the appointments.

Manager Stein informed the Council the first set of recommended changes to the Development Code was in their mailboxes for review and other sections will follow as they become available.

Manager Stein distributed the final handout for the Strategic Goal Setting Session scheduled for January 30th. She explained the report originated from Bob Wells, one of the facilitators, and included General Fund and Street Fund projections as well an appraisal of the overall financial health of the City's finances.

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Manager Stein reported she attended a United States Department of Agriculture (USDA) forum on the state of the rural economics in Oregon. She stated information was collected relative to President Obama's State of the Union address. The forum panel was interested in knowing what is, and is not, working in the local rural economies. She stated she addressed the panel and told them that jobs related to construction are not doing well in Sisters but tourism and outdoor recreation continue to do well. She informed the panel that Sisters is interested in pursuing biomass. She informed the panel of the frustration small cities have encountered in attempting to compete for stimulus funds with all the necessary requirements in order to comply with federal regulations.

IX. MAYOR/COUNCILOR BUSINESS

Mayor Kellstrom stated that following the conversation from the earlier workshop, he felt the Council should schedule additional time to discuss the supplemental budget to answer their questions. **Manager Stein** stated the follow-up discussion could be scheduled for the February 4th workshop and asked if the Council was comfortable with staff publishing the legal notice required in order to allow adoption of the supplemental budget at the February 11th regular meeting if the Council was satisfied. The **Council** agreed to publish the notice. **Manager Stein** suggested the design for the Public Works new maintenance facility could also be reviewed at the workshop and the **Council** concurred.

X. ADJOURN – 7:45 p.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Lon Kellstrom, Mayor