

REGULAR MEETING MINUTES  
SISTERS CITY COUNCIL  
520 E. CASCADE AVENUE  
FEBRUARY 25, 2016

**MEMBERS PRESENT:**

Chris Frye Mayor  
Nancy Connolly Council President  
David Asson Councilor  
Amy Burgstahler Councilor  
Andrea Blum Councilor

**STAFF PRESENT:**

Steve Bryant City Attorney  
Paul Bertagna PW Director  
Patrick Davenport CDD Director  
Joe O'Neill Finance Officer  
Kathy Nelson City Recorder

**ABSENT:**

Andrew Gorayeb City Manager

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The meeting was called to order by Mayor Frye at 7:04 p.m.

**II. VISITOR COMMUNICATION - None**

**III. CONSENT AGENDA**

A. Minutes

1. October 08, 2015 –Regular Meeting
2. February 11, 2016 – Workshop
3. February 11, 2016 – Regular Meeting
4. February 18, 2016- Workshop

B. Bills to Approve

1. February Accounts Payable

**Councilor Blum** made an edit to the February 11, 2016 regular meeting minutes.

***Councilor Burgstahler** moved to approve the consent agenda as amended. **Councilor Connolly** seconded the motion. The motion carried unanimously.*

**IV. STAFF REPORTS**

- A. Deschutes County Sheriff's Office – No questions

**V. COUNCIL BUSINESS**

- A. Public Hearing and Consideration of Resolution No. 2016-03: A RESOLUTION ADOPTING A WASTEWATER SYSTEM CAPITAL FACILITIES PLAN DATED FEBRUARY 2016**

**Director Bertagna** stated the primary objective of updating the 2006 plan was to provide a plan identifying the improvements needed for growth and maintenance related to the

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collection, treatment and effluent disposal for the wastewater system. He stated the plan also identified the necessary expansion projects related to increased growth.

**City Engineer Erik Huffman** provided a Powerpoint presentation. He outlined the components of the existing system on a map, projected effluent, Biochemical Oxygen Demand (BOD) for the treatment plant and a listing of proposed sewer system infrastructure improvements along with the timing, estimated cost and funding source. Expansion projects were highlighted. He explained that once the City determined its system development charge (SDC) portion for the projects it would go to grant funding agencies and seek grants in order to lower SDC rates.

**Councilor Burgstahler** questioned whether the crop choice effected capacity and **Engineer Huffman** replied it did as there were different levels of nutrient uptake effected by the crop and soil. He stated the types of crops could be rotated but the City was limited in what would grow by the number of frost-free days in the area. He stated that was another reason why the forest effluent spraying was recommended to be the first phase. **Councilor Connolly** asked how the City removed biosolids. **Director Bertagna** replied biosolids would be disposed of by spraying them onto City owned property. He reported it was possible to pump through the City's effluent system directly onto the property. **Councilor Connolly** asked what the City could do with the crops. **Director Bertagna** replied the crops could be used as cattle feed or nursery stock.

**Councilor Connolly** asked if parts of pump station #1 could be recycled and **Director Bertagna** replied it would have reached its life capacity but would still be keep for emergencies.

**Councilor Connolly** thanked staff for its response to Councilor Asson's questions noting it was a good summation and answered all the questions thoroughly.

**Mayor Frye** opened the public hearing for anyone that wished to speak. As there was no one that wished to speak, **Mayor Frye** closed the public hearing.

***Councilor Connolly** moved to approve Resolution No. 2016-03 adopting a wastewater system capital facilities plan dated February 2016. **Councilor Burgstahler** seconded the motion. The motion carried unanimously.*

**B. Discussion and Consideration of Ordinance No. 467: AN ORDINANCE REGARDING TRANSIENT ROOM TAX IN THE CITY OF SISTERS AND INCREASING SAID TAX TO 8.99 PERCENT**

**Finance Officer O'Neill** stated the Council had directed staff to increase the transient room tax (TRT) rate in Sisters from 8:00% up to 8.99 % and with the additional 1% state mandated tax, the total TRT was 9.99%. He stated, of the additional revenue collected, 70% would go

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to the Chamber of Commerce for tourism and the remaining 30% would go towards affordable housing.

**Councilor Connolly** asked if the 70% going to the Chamber should be spelled out in the ordinance and **City Attorney Bryant** replied it was unnecessary as the 70% was state mandated. **Councilor Connolly** commented the term “hotel” seemed to be used in a very broad sense and **Finance Officer O’Neill** replied it was meant to include any lodging that was rented for 30 days or less.

*Councilor Connolly moved for the first and second reading of Ordinance No. 467 by title only. Councilor Blum seconded the motion. The motion carried unanimously.*

**City Attorney Bryant** read Ordinance No. 467 by title only, twice.

*Councilor Blum moved to adopt ordinance No. 467 regarding transient room tax in the City of Sisters and increasing said tax to 8.99 percent. Councilor Blum seconded the motion. The motion carried unanimously.*

## VI. OTHER BUSINESS

### A. Discuss application for the Sisters Fall Street Festival and Sisters Wild West Show

**Mayor Frye** noted the letter from Richard Esterman related to the discussion. **Councilor Burgstahler** asked if any events were excluded from the 100 foot setback requirement due to being a long-standing event. **City Attorney Bryant** replied there were no exceptions as the Council had created the special city-wide event category when it adopted its public events ordinance that identified the three city-wide events as such. He advised the Council they were allowed to add or remove events as they wanted. **Councilor Burgstahler** asked if any consideration had been given to where the Farmers Market could set up this year and **Director Bertagna** replied as long as the market was set up south of the alley in Barclay Square, it could stay where it had been the last few years and still work within the confines of the ordinance.

**Councilor Burgstahler** suggested the Council consider carving out exceptions for events that had gone on for more than five years that had not caused any problems in the past. **Mayor Frye** replied deciding if an event caused a problem was too subjective and there were numerous facets considered when the decision was made. He stated he was not in favor of carving out exceptions. **Councilor Connolly** added Mr. Esterman contention that the rules for transient merchants did not apply to him because he was a public event were inaccurate since the public events application clearly asked for the number of transient merchants expected.

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**Councilor Blum** stated she felt there was ample opportunity to have these events and others; it was just that they were not allowed within 100 feet of Cascade Avenue. She stated she was interested in following the issue to review the results in a year. She stated she felt many events could relocate and still be very successful, even if they were 100 feet off of Cascade Avenue. She stated she felt the Council should not consider any exceptions at this time.

**Mayor Frye** questioned if the limits imposed by the ordinance were defensible and **City Attorney Bryant** replied they were as there was nothing in the City's code that assured any previous event would be automatically permitted, especially if it involved a street closure. **Councilor Connolly** questioned if an event could allow a band to play within the 100 foot buffer and **City Attorney Bryant** replied as long as there was no merchant activity it was allowed.

## VII MAYOR/COUNCILOR BUSINESS

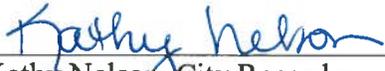
**Councilor Burgstahler** stated a name for the newsletter needed to be created. **Mayor Frye** suggested she come up with three options and bring them back to the Council for a decision.

**Councilor Burgstahler** noted the Council would be reviewing the Council rules at the next workshop and questioned if the *Speak Your Peace* concepts would be incorporated into the rules. The **Council** determined it could make a determination once the Council rules had been reviewed.

**Mayor Frye** reported the City of Sisters had received the 2015 Sisters Country Pioneering Spirit of the Year award at the annual Sisters Area Chamber of Commerce award ceremony. He stated Chamber Executive Director Trudy Trego had voiced appreciation for all the City had done for the Chamber and remarked the relationship between the Chamber and City was the best it had ever been.

The **Council** discussed finalizing their goals for the year. **Councilor Burgstahler** reported she had been working on creating a document that incorporated the over-arching goals and elements that related to the Vision Statement. The **Council** decided to review the document at the March 3<sup>rd</sup> workshop and determine their next step at that time.

## VIII. ADJOURN - 8:08 p.m.

  
Kathy Nelson, City Recorder

  
Chris Frye Mayor