

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
AUGUST 13, 2015

MEMBERS PRESENT:

Chris Frye	Mayor
Nancy Connolly	Council President Pro-Tem
David Asson	Councilor
Amy Burgstahler	Councilor

STAFF PRESENT:

Andrew Gorayeb	City Manager
Patrick Davenport	CD Director
Lynne Fujita-Conrads	Finance Director
Paul Bertagna	PW Director
Kathy Nelson	City Recorder

GUESTS:

Steve Reinke	Deschutes County 911 Director
Kristie Miller	Sisters District Ranger

The meeting was called to order by Mayor Frye at 6:05 p.m.

1. 911 Presentation/Letter of Support

Deschutes County 911 Director Steve Reinke introduced himself and provided a brief background on his experience. He reported he had been the 911 Director for one year. **Mr. Reinke** reported on the aging infrastructure of the radio system used by 911, which he characterized as antiquated. He stated Deschutes County was going to partner with the State for a new system that would create a centralized 911 agency for communication at a huge savings. He reported there were sufficient funds for the capital infrastructure but not for the maintenance and operations of the system. **Mr. Reinke** reported currently properties were assessed a \$.16 permanent levy and a \$.20 temporary levy and at the May election there would be a measure to make the combined \$.36 levy a permanent rate along with an additional amount to be added for operations and maintenance. He noted the additional amount had not yet been determined but was hopeful it would be under an additional \$.10 assessment. He stated the exact amount would be determined in October. He stated it was the 911 District's desire to enhance its service levels for the district by providing additional fire dispatch personnel, a dedicated data channel for law enforcement and additional dedicated call receivers. **Mr. Reinke** stated he was requesting the Mayor sign a letter to support moving forward with the process at this time and for the Council to advocate for the levy once the information was finalized.

Mr. Reinke stated the other item he wanted to discuss was updating the operating agreement the City held with the 911 Service District. He explained the old agreement did not define the role of the Director and referred to two advisory boards, which had been combined into one board. He summarized the new agreement clarified portions of the operating agreement.

It was noted both the support letter and operating agreement were on the regular meeting agenda for approval.

2. Other Business

A. *Letter of Support Review – Sisters to Black Butte Ranch Trail*

Mayor Frye stated the Council needed to further discuss the request it had received regarding a letter of support for the Black Butte Ranch (BBR) to Sisters trail and whether it should be a firm option letter– in support of the trail, or a soft option letter – supporting the submittal of a new proposal to the Forest Service for the trail. He stated he had invited Sisters District Ranger Kristie Miller to attend and explain what the process.

District Ranger Miller explained what the process would be if the Forest Service were to receive another proposal. She stated initially she would discuss the proposal with Forest Supervisor John Allen, and if the proposal was accepted, when the funding to implement the environmental analysis process was available, the proposal would be scoped with the community. She reported this would include a variety of outreach measures to a wide variety of interested parties and potentially impacted community members. She stated what she would be looking for would be letters that provided specific ideas relating to the proposed changes or alternatives to the project, and not just letters in support or against the proposal. She stated a draft environmental assessment would be performed and comments would be solicited again. She stated the process would provide ample opportunity for community members to provide input. **Ranger Miller** reported the entire process could be expected to take one to three years.

Ranger Miller explained how with the previous proposal the draft decision had been published and the Forest Service received objections. She explained the Forest Supervisor had held several meetings and tried to find a compromised solution but was unable to do so. She stated since the intent of the trail had been to connect communities and it was having the opposite effect, she chose to pull the draft decision and not move forward.

Councilor Asson asked how important the wording of a letter the City might submit would be. **Ranger Miller** stated when she previously pulled the draft decision, she had stated she would be willing to accept another proposal that had broad community support and she felt that Commissioner Unger was trying to come up with such a proposal. She stated she envisioned broad community support to mean there would be support from Community leaders, elected officials, organizations and individuals and from what she had heard, Commissioner Unger was receiving that support. She stated she would expect the proposal to come from Commissioner Unger and the Forest Service would begin with that one proposal and expand its research for any other proposals that come about from the initial one. She noted each proposal would be screened by a host of Forest Service personnel to look at potential impacts.

Councilor Connolly asked if the City were to provide a letter if it would be to support a trail in general or a specific trail and **Mayor Frye** replied that was for the Council to discuss and decide. **Mayor Frye** asked if Ranger Miller had received sufficient individual support at this time and **Ranger Miller** replied she would not know until the proposal was submitted. She stated she had

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received emails and letters related to a trail but currently they were just be put in a file and not sorted in any way to indicate whether they were in support or against a trail.

Mayor Frye stated the Council had two options to consider; to write a letter supporting a specific trail or write a letter supporting a new process for an environmental assessment. **Councilor Connolly** related she had spoken with Commissioner Unger and he had confirmed he was looking for a letter of support for an additional environmental assessment and process with broad community outreach. **Councilor Asson** stated he would like the wording to state the Commissioners would work with the Forest Service to come up with the best solution possible.

Mayor Frye reported he had spoken with City Attorney Bryant to see if he had a conflict of interest since he owned the General Store in Black Butte Ranch. He reported City Attorney Bryant had informed him he only needed to announce his potential conflict of interest, which he had also confirmed with the Oregon Governmental Ethic Commission. He stated just to erase any appearance of conflict of interest on his part, if the Council decided to write a letter supporting a specific trail from Sisters to Black Butte Ranch, he would choose to abstain from the vote.

Councilor Burgstahler stated that foremost, she would like to see as many Council members involved in the process as possible and as such, would be in favor of a letter supporting the concept of a trail and not a specific trail. She stated she felt it blended with the Vision Statement and hoped to see the process elevated beyond a concept. **Councilor Connolly** stated she wanted the letter to support moving forward with a process. She stated another environmental assessment would provide a fresh start for the community and more importantly she would like to see Sisters residents engaged. She stated the Council could help the Forest Service with its outreach.

Councilor Asson stated he wanted to make certain the letter in no way limited or confused the issue and that it be clear that all ideas were a possibility. He suggested the letter state "the Sisters City Council supports the County's plan to work with the Forest Service to vet and conduct a robust process to end up with the best possible trail for the community". **Councilor Connolly** questioned if the letter should include concerns such as sanitation, parking, outreach and Americans with Disabilities Act (ADA) compliance. **Ranger Miller** explained all those issues would be covered during an environmental assessment but it would not hurt to include them in a letter.

The **Council** agreed they would write a letter of support for a process. **Mayor Frye** thanked Ranger Miller for attending on such short notice and providing valuable information to the entire Council. **Ranger Miller** clarified that in order to object to a draft decision, an individual must have participated during the scoping process. She reminded the Council and audience that she served the entire country and not just our community and she was always looking at things with that wider perspective.

The **Council** requested staff draft a letter for review for the Council prior to approval.

B. Letter of Support – Petersen Ridge Trailhead

A draft letter of support for the Petersen Ridge Trailhead relocation was reviewed and the **Council** directed staff to finalize the letter for signature.

C. Department of Land Conservation and Development Technical Assistance Grant

Director Davenport informed the Council of an opportunity to apply for a grant from the Department of Land Conservation and Development (DLCD). He provided an overview of the types of project that would qualify and suggested requesting technical assistance funds to develop a 50 year outlook for planning and consider urban growth boundary changes for the Comprehensive Plan. He noted the application was due the end of September. The **Council** was supportive of moving forward with the application process.

The meeting was adjourned at 6:53 p.m.


Kathy Nelson, City Recorder


Chris Frye, Mayor