

WORKSHOP MEETING MINUTES  
SISTERS CITY COUNCIL  
520 E. CASCADE AVENUE  
DECEMBER 17, 2015

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Andrew Gorayeb          City Manager  
Paul Bertagna             PW Director  
Patrick Davenport        CD Director  
Darcy Reed                Associate Planner  
Kathy Nelson              City Recorder

**ABSENT:**

David Asson                Councilor

**ABSENT:**

Lynne Fujita-Conrads Finance Director

**GUESTS:**

Rima Givot                 SHS Astronomy Teacher  
Alice Burroughs          SHS Astronomy Student  
Ron Thorkildson          Dark Skies Advocate  
David Ferry                Dark Skies Advocate  
Sue Stafford                Nugget Reporter

The meeting was called to order by Mayor Frye at 8:00 a.m.

1. Dark Skies Presentation

**Sisters High School Astronomy Teacher Rima Givot** introduced herself and astronomy student Alice Burroughs and thanked the Council for providing the opportunity to make their presentation. They gave a PowerPoint presentation describing the class goal of better understanding the community's thoughts on the value of dark skies and the ability to see stars in Sisters and also to determine how well the community understood the Dark Skies Ordinance. **Ms. Givot** reported that after the initial meeting with the Council in October, the class conducted an online community survey to collect information. She reported respondents lived as far away as Camp Sherman, Redmond and Tumalo with a majority residing within Sisters School District. Respondents answered questions related to their values as it relates to dark skies, their understanding of the City's dark skies ordinance and comments. The presentation also included information on light pollution throughout the Sisters community and surrounding area. **Ms. Givot** ended the presentation by stating there was a need to raise awareness about the ordinance and value of dark skies, make certain the City was modeling its own ordinance and enforcing the Dark Skies Ordinance.

**Mayor Frye** asked if there was anything in the building permit application process with regard to dark skies and **Director Davenport** replied building permits did not list any standards and were directly linked to State Building Codes but language could be added to the Development Code. **Manager Gorayeb** reported that most compliance issues were resolved just by working with the person or business involved. **Director Bertagna** noted the issue would need to be addressed when the roundabout was built and it would be well lit. He stated the other issue was that Central Electric Cooperative (CEC) poles had lights that only shine downward but were 40 feet tall. He

stated some light poles had been installed for safety's sake and the City could not modify lights it didn't own.

**Manager Gorayeb** stated the next step would be to have staff work with Ms. Givot and other interested community members on changes to the Development Code create a list of non-compliant lights. He stated it would be premature to begin enforcement until the updated Code text had been adopted.

There was discussion on how to inform and educate the public and **Nugget Newspaper Reporter Sue Stafford** advised it often took a series of articles to make the public aware of an issue. **Councilor Connolly** also noted it was important to educate people to know that City Code superseded Homeowners Association codes if it was more restrictive. **Ron Thorkildson**, a dark skies advocate, stated this was not a new issue as he had been working with staff since 2011 in addressing the concerns. He added he was happy to see the increased support for the issue. The **Council** was supportive of placing the survey results on the City website once an article had been published in the Nugget.

**Mayor Frye** asked for comments with regard to the lights on Cascade Avenue. **Ms. Givot** stated, from her own perspective, the lights were beautiful and the frosted glass did block the light bulb, but they were still distracting enough to keep drivers from seeing the cross-walks. She noted the bottom of the lights were blocked and so light was unable to shine down. **Manager Gorayeb** stated the original intent of the lights was for them to be ornamental. He stated as part of the design process for the Cascade Avenue Improvement Project, Oregon Department of Transportation's (ODOT's) lighting consultant had upped the wattage of the bulbs by 50% without consulting the City. He stated the wattage had been dimmed by 20% and frosted lenses were installed and the City had hoped that would be sufficient, but it was not to some. He explained the light was a donut shaped apparatus with many small LED lights and so the City had then reduced the wattage by an additional 20% on some of those. **Mr. Thorkildson** stated the Cascade Avenue Street lights were not shielded enough and created too much glare. He stated the light needed to be directed downward.

**Manager Gorayeb** stated the City would continue to work on the issue to find some resolution. **Director Bertagna** stated he would like to have the astronomy students involved in the process and **Ms. Givot** agreed that would be a great opportunity for the students. She stated she felt the duct tape that Director Bertagna had placed on a light as an experiment had worked effectively.

## 2. Public Events Fees Discussion

**Manager Gorayeb** reported staff had reviewed the actual costs for repairs associated with large events at Village Green Park and Creekside Park and determined the costs were approximately \$940 per large event. He stated this included tasks such as feeding and re-seeding the lawn and putting the parks back to their original setting. He stated taking previous Council comments into account when the three options were presented at the December 3<sup>rd</sup> workshop, staff was

recommending Option 2. He stated it provided a break for non-profits and required for-profit organizations to pay for the actual costs associated with their events that included an application fee to cover staff time and a park fee for maintenance and repair costs. **Mayor Frye** stated it appeared Option 2 most closely recouped the direct costs of an event. **Manager Gorayeb** replied it did but noted there were still indirect costs such as impacts on restrooms and the campground that were not included in the fees. **Manager Gorayeb** added he felt Option #2 provided a more refined perspective.

The **Council** was supportive of Option #2 and **Manager Gorayeb** stated the master fee schedule update would be presented at the January 14<sup>th</sup> regular meeting for adoption. The **Council** requested applications for 2016 year events not be accepted until January 15<sup>th</sup> in order to make the fees charged were equitable for everyone applying for a special event in 2016.

3. Other Business

*A. Letter of Support for Sisters Park and Recreation District (SPRD) Grant Application*

The **Council** discussed the draft letter of support, made a simple edit and directed staff to send the letter supporting SPRD's grant application.

*B. Proposed Park System Map*

**Director Davenport** reported staff had been working with the City Parks Advisory Board (CPAB) to update the 2011 City Parks Master Plan to reflect recent accomplishments. He stated the review was nearly complete and the draft would be posted on the website for additional comment. He stated it would come to them prior to going to the Planning Commission and then finally back to the Council for final adoption. He stated the process should be completed in February. He directed the Council to the map and provided an overview.

**Councilor Connolly** asked why potential property acquisition along the creek was being added to the map and **Director Davenport** replied it was in response to public input. **Councilor Connolly** asked if any outreach or research had been done with regard to this type of acquisition and **Director Davenport** replied the City had worked with the Upper Deschutes Watershed Council (UDWC) which had voiced support. He added UDWC had also indicated it would assist with design development.

**Director Davenport** reported the national average for parks in cities was five acres per 1000 people and noted the City was just short of that goal. He stated considering the City was surrounded by national forest and areas dedicated for parks, the City was doing very well.

**Mayor Frye** asked for comments from visitors with regard to the draft map. **David Ferry** stated he was concerned with the potential for more noise with the proposed expansion of the Buck Run

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Park, noting his home would be surrounded by the park. He stated he already experienced problems with trash and cigarette butts on his property.

*C. Miscellaneous*

The **Council** discussed potential topics for the scheduled January 7<sup>th</sup> joint workshop with the County Commissioners and determined the discussions would be premature. Staff was directed to check with the Commissioners to see what topics they might want to discuss with the possibility of canceling the joint workshop if there were no topics.

The meeting was adjourned at 9:57 a.m.

  
Kathy Nelson, City Recorder

  
Chris Frye, Mayor