

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 15, 2015

MEMBERS PRESENT:

Chris Frye Mayo
McKibben Womack Council President
Wendy Holzman Councilor
David Asson Councilor
Nancy Connolly Councilor

STAFF PRESENT:

Andrew Gorayeb City Manager
Pauline Hardie Comm. Devel. Director
Paul Bertagna Public Works Director
Lynne Fujita-Conrads Finance Officer
Dustin Walsh Data Analyst
Kathy Nelson City Recorder

GUESTS:

Chuck Humphreys STA Member
Mike Morgan Citizen

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

1. Discussion on SP 14-07

Mayor Frye asked if any of the Council members had any questions relating to City Attorney Bryant's memo answering questions from the Council about the staff decision on SP 14-07, the food cart decision for Eurosports. There were no questions and the **Council** agreed the memo should be released to the public. **Mayor Frye** noted City Attorney Bryant had stated the process used on the application and interpretation of the Development Code had been correct. He stated an amendment to the Development Code would stipulate that future Type II application would go the Planning Commission for review and that a good faith effort to inform nearby businesses of applications through noticing by the Sisters Chamber of Commerce would be adopted.

Councilor Connolly asked if the Planning Commission would be involved in reviewing food carts and recommending regulations to govern them. **Councilor Womack** replied he had spoken with some Planning Commission members and they had indicated an interest in addressing food carts and **Mayor Frye** agreed the Planning Commission would review the matter. He stated the Planning Commission process would include public outreach and education.

2. New Website Demonstration

Manager Gorayeb provided a demonstration of the new website. He stated the City had collected data on where people go to most often when visiting the current website and that information had been used in determining the visibility of items on the website. He navigated the website highlighting its features pointing out the recordings of City related meetings; something community members had requested. He explained the site had been designed so that people could get to information through a variety of routes. He stated the plan was to run both the existing site and new beta site in order to insure the beta site had all the "bugs" worked out prior to closing down the old website. The **Council** discussed show to maneuver back to the Home page was by clicking on the City logo, a practice that is becoming common on websites.

Councilor Connolly suggested there be some means for people to sign up to receive information on topics of interest. **Manager Gorayeb** stated staff would work with the website designer to see what could be incorporated onto the site.

Councilor Asson voiced concern that the white lettering on the blue background was difficult to read, especially on small screens. **Mayor Frye** stated the City could see what other feedback was received and make changes as needed. The **Council** was encouraged to provide recommendations/suggestions for the website to City Recorder Nelson to collect.

3. Preview January 22, 2015 Workshop and Regular Meeting Agendas

City Recorder Nelson provided a preview of the January 22nd workshop and regular meeting agenda. She noted the Council would have a joint workshop with the Community Assets Committee to receive a briefing on the Committee's efforts and plans.

4. Other Business

A. *Sisters School District/Sisters Trails Alliance Paved Path Letter of Support*

Chuck Humphreys, members of the Sisters Trail Alliance (STA) stated he was in attendance to request a letter of support from the Council for a paved path between Sisters High School and the Tollgate trail. He explained construction of the path was a joint effort by the Sisters School District (SSD) and STA and the letter would be used when applying for grants. He stated the trail was entirely on school district property with the exception of 200 feet located in the County, and that 200 feet portion of the path had been authorized through the Deschutes Land Trust with the caveat that Trout Creek continue to be protected. He reported both the SSD Board and SSD Superintendent had been supportive of the path. He stated currently the path was graveled and the paving would make it easier to use year round. He stated he felt it would be a community assets and specified it was an entirely different path from one previously proposed that had created a lot of controversy in the community.

Councilor Connolly asked if there had been any outreach to the Tollgate community. **Mr. Humphreys** replied the path was already in existence, it was merely unpaved. He added the path actually stopped short of the actual Tollgate subdivision. **Mayor Frye** asked who would be responsible for maintaining the path and **Mr. Humphreys** replied the STA had a large reserve and therefore could set up a fund for maintaining the path.

Councilor Holzman stated she felt it was an important connector for students and the City should support the project as it helped keep cars off the road and provided a safer means of transportation, especially students. **Councilor Asson** was in favor of writing a letter of support. **Councilor Connolly** stated she was not supportive of paving the trail; she felt it was adequate as is. She added she did not feel comfortable supporting a project that would affect Tollgate residents and possibly bring additional people into their neighborhood as they were not within city limits. **Mayor Frye** replied he felt the majority of traffic would be coming from Tollgate to Sisters, not the other way around and felt there would not be all that much impact. **Councilor Holzman** stated paved path provided greater use from the public. **Mr. Humphreys** stated Tollgate residents were involved when the gravel path was originally created in 2006 and had been the major impetus in the path being built. He stated the goal was merely to improve an existing trail as dirt based trails were highly vulnerable. Citizen **Mike Morgan** advised there was a current plan to try and build a Bike Park in the area which could create more traffic in the

area than anticipated. He also expressed concerns regarding the water in Trout Creek. **Mr. Humphreys** replied a bridge had been built over Trout Creek to make certain it was protected.

Councilor Womack stated he would support writing a letter. **Mayor Frye** summarized there was a majority of Council members supportive of writing the letter. He suggested the STA make certain Tollgate residents were aware of the project also.

B. Banner Program

Manager Gorayeb reported the Chamber of Commerce had approached Hoodoo Ski Resort to see if it was interested in participating in the banner program in Sisters. Hoodoo was interested and pledged \$5,000 towards the total cost of \$17,400 for all the new downtown banners. He stated the City would provide \$5,000 towards the program and the remaining \$7,400 would come from the various non-profit organizations advertising their events throughout the year.

C. Justice Court

Manager Gorayeb reported Sisters Justice Court had made a request to meet every other month at City Hall as opposed to every month since there were not that many citations issued each month. The **Council** was supportive of the change.

D. Goal Setting

The **Council** set the Goal Setting Session for January 23rd from 8:00 a.m. to noon.

E. Transients

Mayor Frye and **Councilor Connolly** both reported receiving call from residents indicating they were being harassed by transients by the Barclay Park restrooms. **Manager Gorayeb** replied the City had been having problems with transients breaking the locks and sleeping in the restrooms. He stated the Deschutes County Sheriff's Office was involved and staff and the Sheriff's deputies were trying to avail the transients of services available to them. **Manager Gorayeb** asked the Council to encourage citizens to call the Sheriff when the incidents occurred.

F. Arts District

Tina Brockway explained she was part of a group of merchants interested in creating more interest and bringing additional traffic onto Hood Avenue by means of creating an Arts District with its own logo and signage. She stated the hope was to assemble an arts association for all the Hood Avenue businesses and combine forces for marketing purposes. She explained she was attempting to get the merchants working together to have community events as opposed to solitary events. She explained it would help bring an identity that would be independent from the City or Chamber of Commerce. **Councilor Asson** asked if the group was planning to reach out to the Main Avenue merchants and she replied not initially as she felt that area had its own identity. She reported all 30 merchants were meeting to discuss the concept.

Councilor Holzman stated her though it was a great concept and asked if there were plans to make the entire downtown area an arts district and **Ms. Brockway** replied that was the eventual

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hope. She reported she had also met with Kathy Deggendorfer and Paul Bennett to discuss the concept and both had been supportive of the idea. **Mayor Frye** stated he would be very supportive of an arts council. He stated he had looked into the arts council in the City of Redmond and would be interested in creating a similar program. The **Council** stated it would be happy to provide a letter of support as needed.

G. Youth Involvement

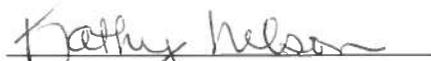
Mayor Frye discussed the Youth Ex-Officio program such as the one the City of Redmond has and stated he would like to consider having a similar program in Sisters. **Manager Gorayeb** stated there was a student representative on the City Parks Advisory Board and there had been one on the Committee for Citizen Involvement (CCI) when that committee was active. **Mayor Frye** stated there was also an "If I Were Mayor" contest where students could vie for prizes. **City Recorder Nelson** replied the City was notified of the contest every year and she forwarded the information over to the school district. She noted that unfortunately there had never been a lot of participation.

H. City Council

Mayor Frye stated he wanted to address some issues of communication with Councilor Asson. He stated it was his feeling and that of other Council members that Councilor Asson had crossed a line on a few occasions. He reported one incident was providing the beta website address to the public when it was still in development and not ready to be publically available. He stated a second incident was related to the "Newsletter from City Hall" that all other Council members had felt was inappropriate, especially since in the newsletter he had disclosed information from an executive session,. He stated by providing non-public information on what other Council members had said, it had impacted the ability of the Council to trust him. **Mayor Frye** stated the final incident he wanted to discuss was the memo from City Attorney Bryant discussed earlier in the workshop related to the food art issue. He stated the memo was clearly addressed to "*City Council Members and City Manager Only*," and as such was attorney client privileged. He stated Councilor Asson did not have the authority to make the decision to forward it on to others; it was a Council decision as to whether the letter should be made public and not the decision of one individual Councilor. He stated he hoped Councilor Asson's goal had been to be transparent, but he and other Council members felt he had gone too far.

The meeting was adjourned at 9:48 a.m.

Respectfully submitted,


Kathy Nelson, City Recorder


Mayor