



AGENDA

CITY OF SISTERS SISTERS CITY COUNCIL

SISTERS CITY COUNCIL
520 E. Cascade Avenue
Sisters, OR 97759

June 18, 2015

8:00 a.m. WORKSHOP

1. Emerging Tobacco Issues with Youth –*Penny Pritchard, DCHS*
2. Community Assets Committee Survey Results and Recommendations – *A. Richardson, CAC*
3. Preview June 25, 2015 Workshop and Regular Meeting Agenda – *K. Nelson*
4. Other Business – *A. Gorayeb/Council*
 - A. Affordable Housing Update
 - B. Movies in the Park Update
 - C. Adopt a Park Program
 - D. Charter Amendment Discussion
 - E. Transient Room Tax Discussion
 - F. Marijuana Measure Discussion

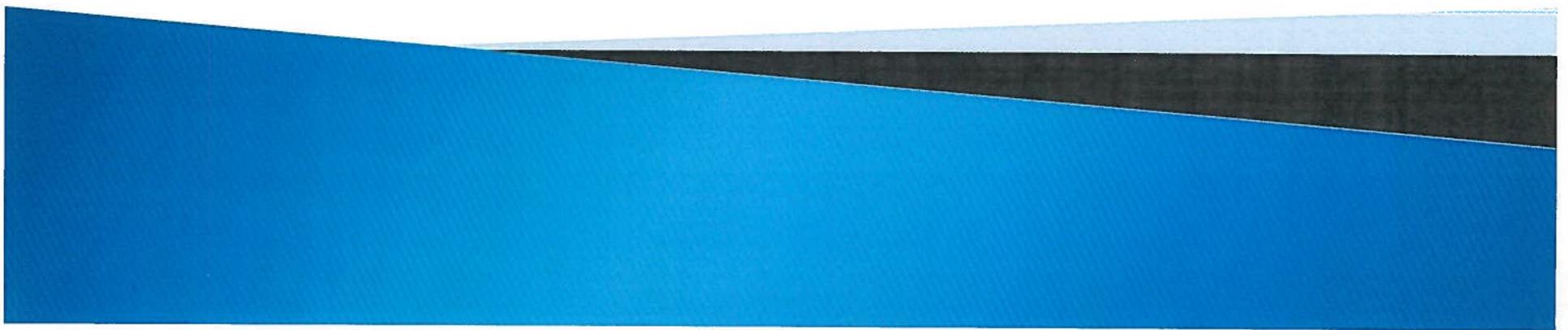
This agenda is also available via the Internet at www.ci.sisters.or.us

The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling Kathy Nelson, City Recorder, at the number below.

520 E. Cascade Ave. – P.O. Box 39, Sisters, OR 97759 – 541-323-5213

Community Assets Committee

Results of Public Outreach



Review of the Scope of the Committee



Scope of the Sisters Community Assets Committee

- A. The committee will investigate the merits of the top 4 projects (as well as any beneficial combinations of them) identified at the Community Assets Town Hall Meeting and make its recommendations regarding them to the City Council. The four projects have been identified as:
- Arts/Sciences/History Building
 - Expo Center
 - Sisters Park and Recreation District (SPRD) Field House
 - Winter Sports Park
- B. The committee will, as part of its investigation of the merits of the 4 projects, perform public outreach, and solicit comments and suggestions concerning the analysis of those projects. This activity will be performed prior to the completion of the investigation and presentation of the findings to the City Council.
- C. The committee will prepare and provide to the City Council a recommended procedure for the addressing of future ideas received by the City from its constituents. The goal will be to provide a thorough, consistent, and efficient method for this purpose.



Review of Project Descriptions



Project Descriptions

A. Project 001: Arts/Science/History Building

This project entails the construction of a building (or utilization of an existing building) to be used primarily for exhibits associated with the arts, science, and local history. The art displayed could be from residents and/or nonresidents.

B. Project 002: Convention Center

This project entails the construction of a mid-size convention center for large indoor events.

C. Project 003: Sisters Park and Recreation District (SPRD) Field House

This project would entail construction of a building to enable various sporting activities to be conducted indoors in any weather.

D. Project 004: Winter Sports Park

This project entails construction of a covered outdoor facility to enable and/or facilitate the playing of a variety of winter sports such as ice skating, ice hockey, and curling.

E. Project 005: Combination Project

This project combines the Convention Center and Winter Sports Park with elements of the Arts/Science/History Building.



Steps in the Review Process

1. Develop the method to be followed– Complete
2. Determine project analysis factors – Complete
3. Conduct project analysis – Complete
4. Conduct project review using 3 project comparison tools – Complete
5. Perform public outreach:
 - a. Rotary organization– Complete
 - b. Kiwanis organization – Complete
 - c. General public – Complete
6. Present findings to the City Council – Underway



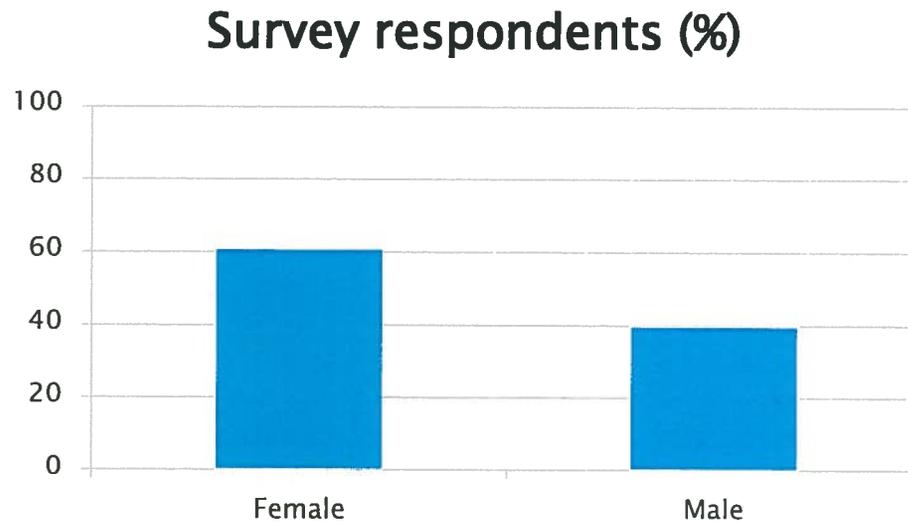
Results from Public Outreach

Compilation of Survey Results



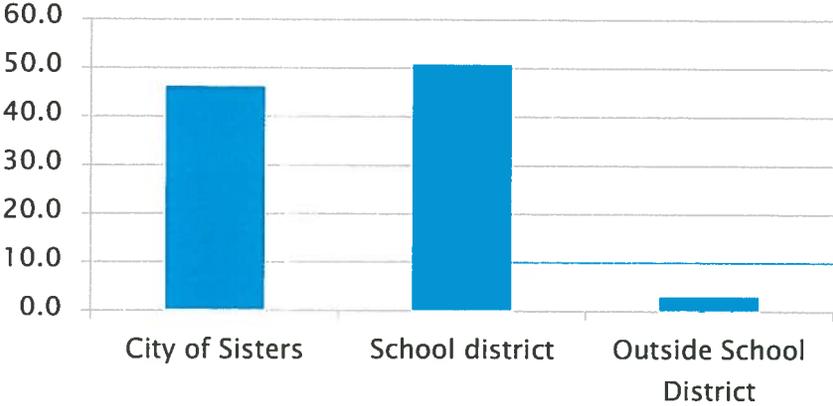
Survey Response

- ▶ Total number of surveys received: 206

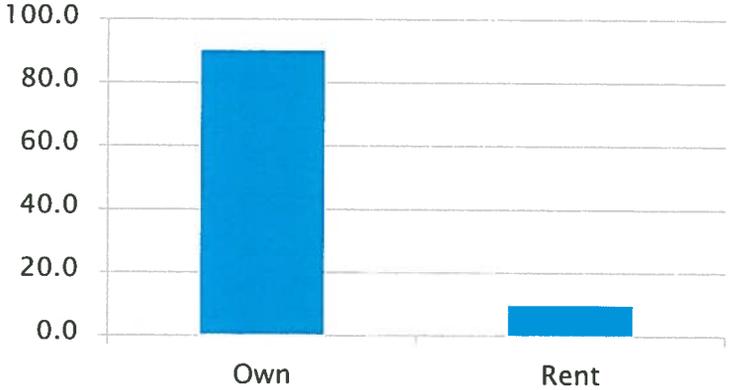


Residence Characteristics

Residence location (%)

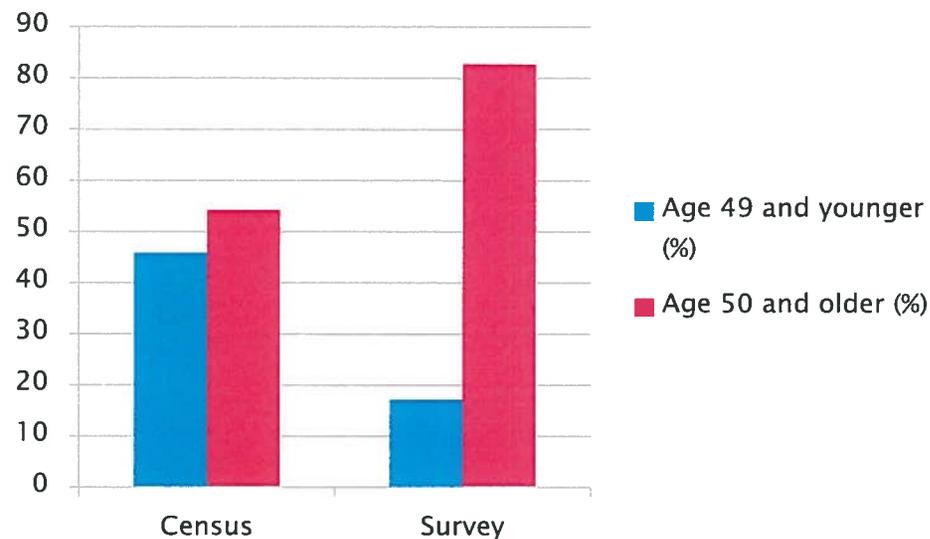


Own vs. rent (%)



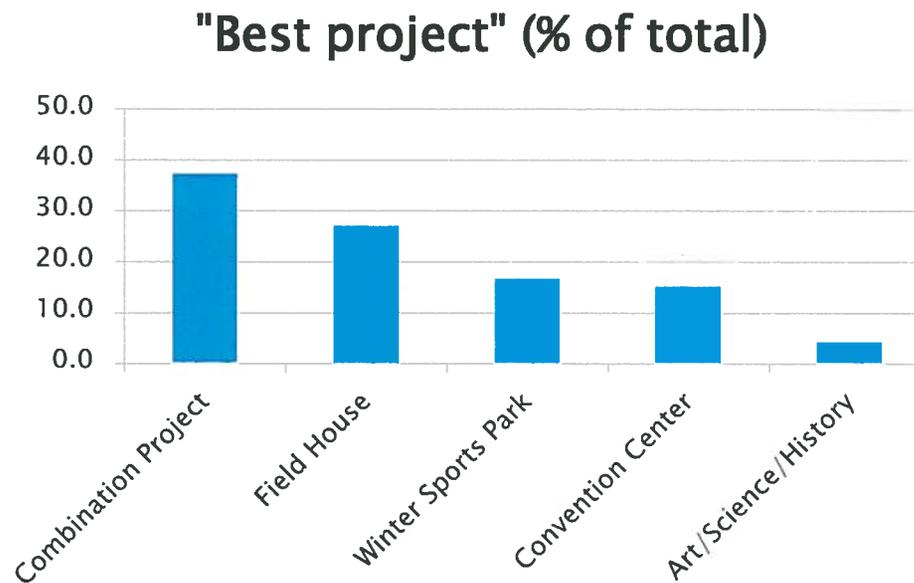
Survey Respondent Age Demographics

- ▶ Among survey respondents, those ≥ 50 were over-represented and those < 50 were under-represented vis-à-vis 2010 Sisters census data



Overall Project Selection Results

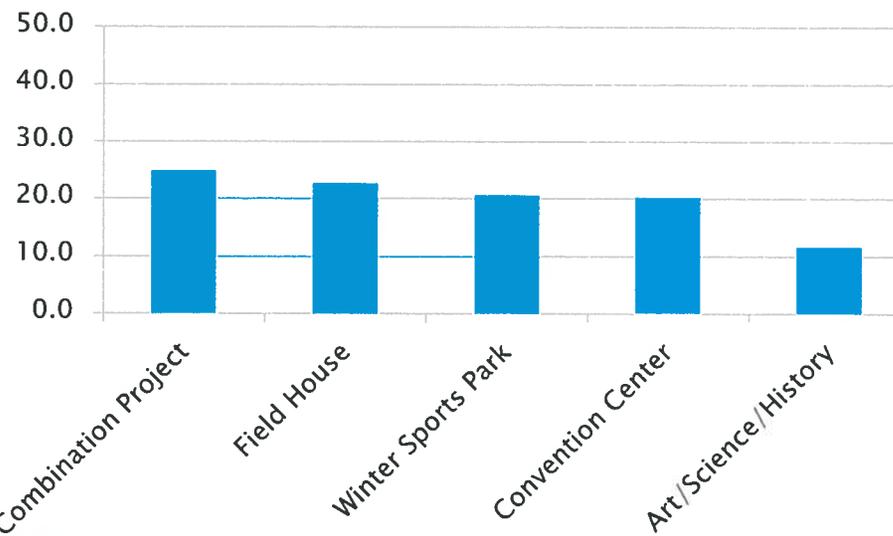
- ▶ The Combination Project received the highest percentage of the “Best project” votes:



Overall Project Selection Results

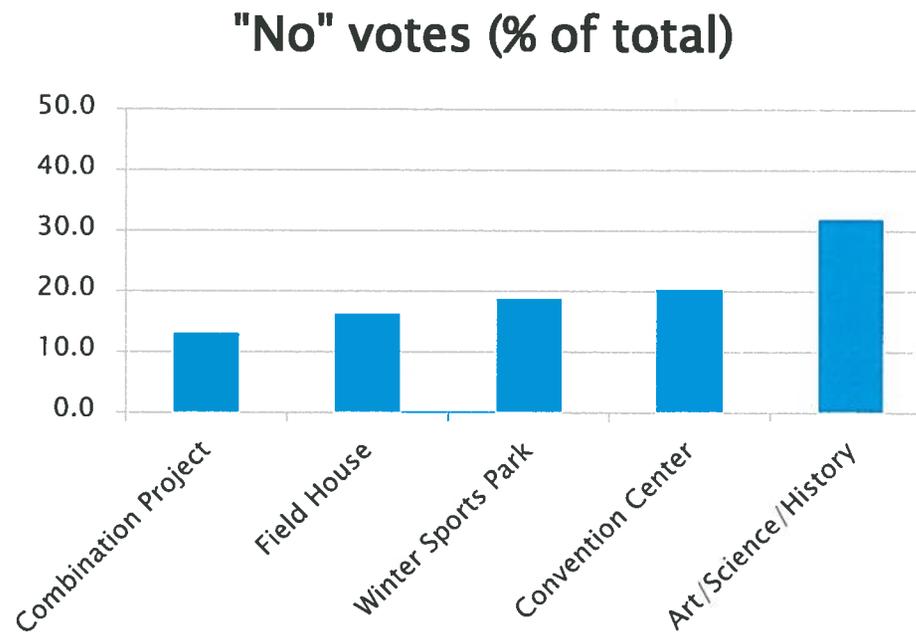
- ▶ The order of preference remained the same (but the differences diminished) when one considered the percentage of all “best project” and “okay project” votes cast:

"Best" & "Okay" votes (% of total)



Overall Project Selection Results

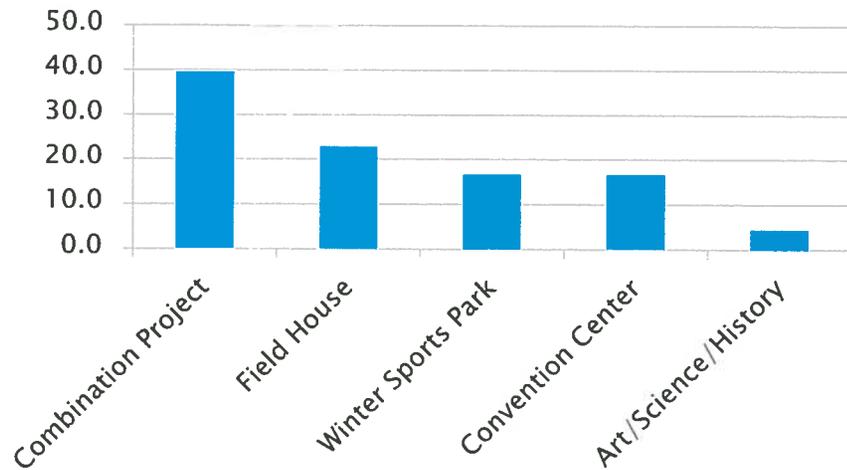
- ▶ The order of preference also remained the same when the totals of “No” votes were considered:



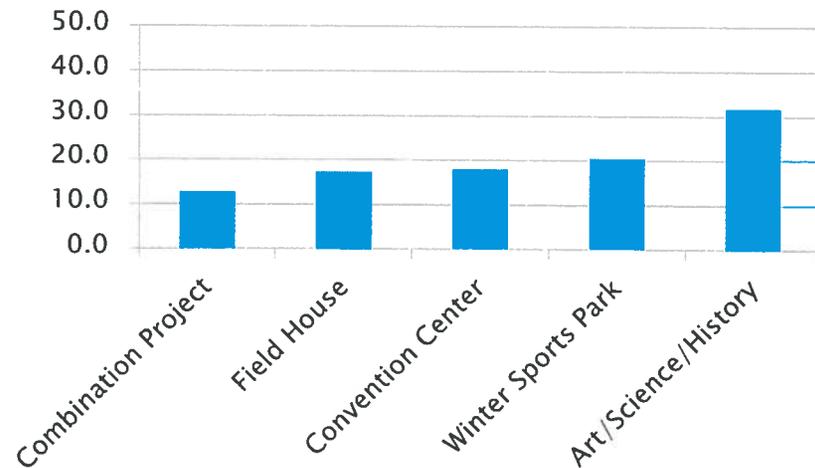
Project Selection Results by Age Bracket

- ▶ For those 50 and over, the Combination Project garnered the highest % of “Best Project” votes and the least % of “No” votes:

“Best project” (% of total)



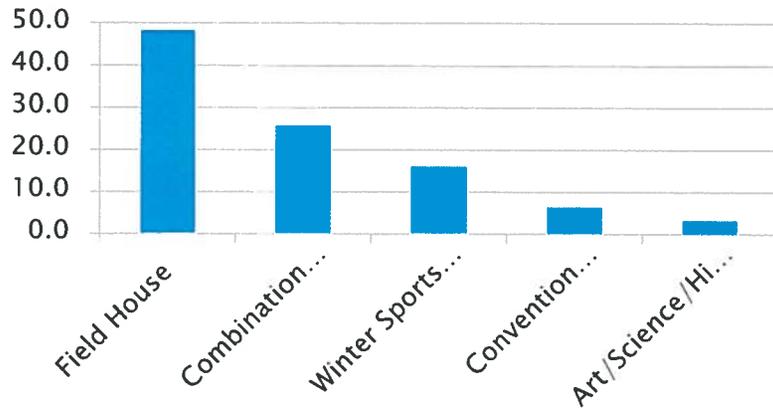
“No” votes (% of total)



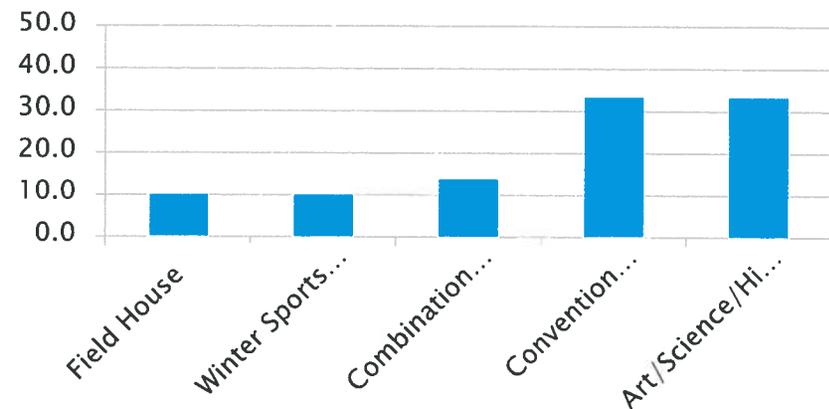
Project Selection Results by Age Bracket

- ▶ But for those less than 50, the Field House garnered the highest % of “Best Project” votes and tied for the least % of “No” votes:

“Best project” (% of total)



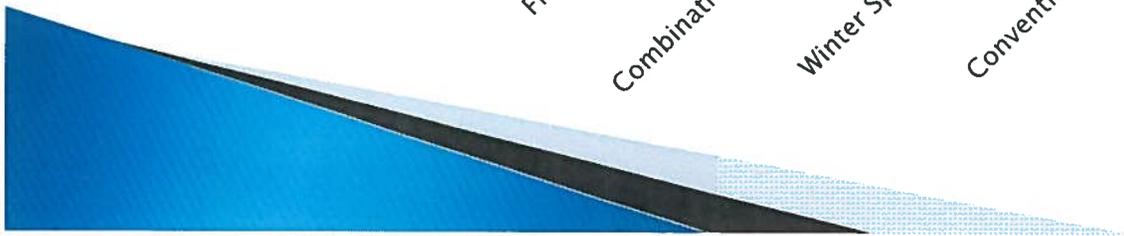
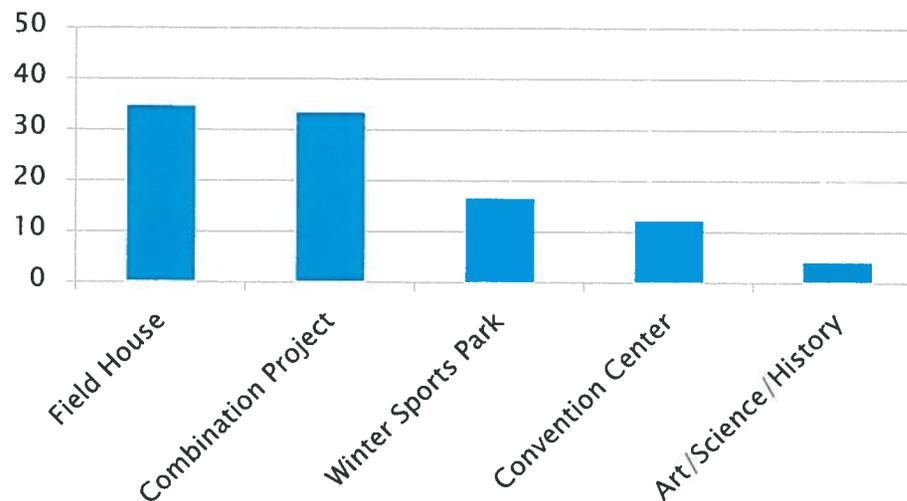
“No” votes (% of total)



Project Selection Results

- ▶ If the “best project” totals were prorated to account for the actual populations of the two age groups, the totals for the Combination Project and Field House would be essentially a tie:

“Best project” % totals, prorated



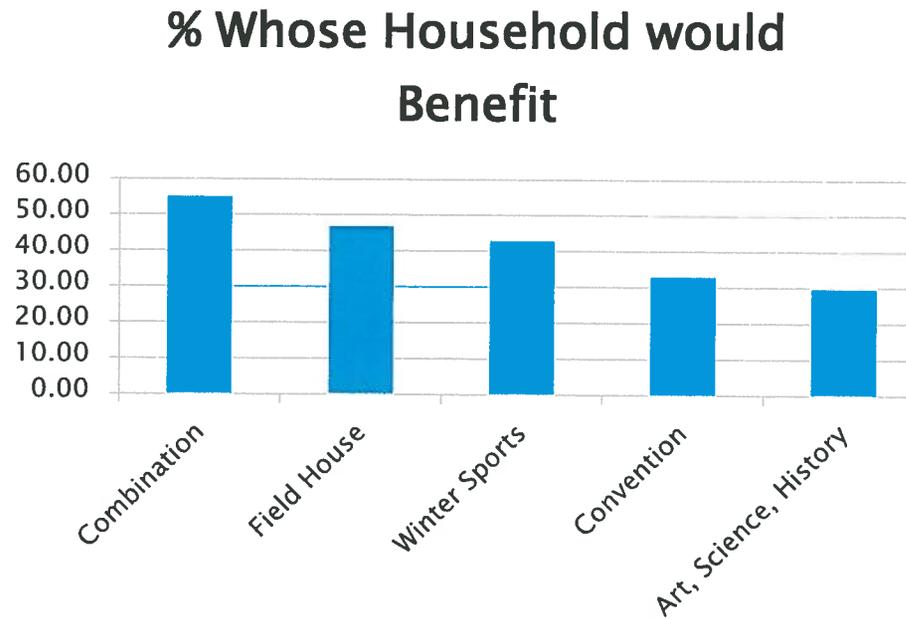
Projection Selection Results

- ▶ Due to the lower number of surveys received from the group aged 49 and younger, those results cannot be ascribed the same level of statistical confidence as the results from those aged 50 and over. To achieve equal levels of confidence in the results, more surveys would need to be received from the former group.



Expectations of Use of the Projects

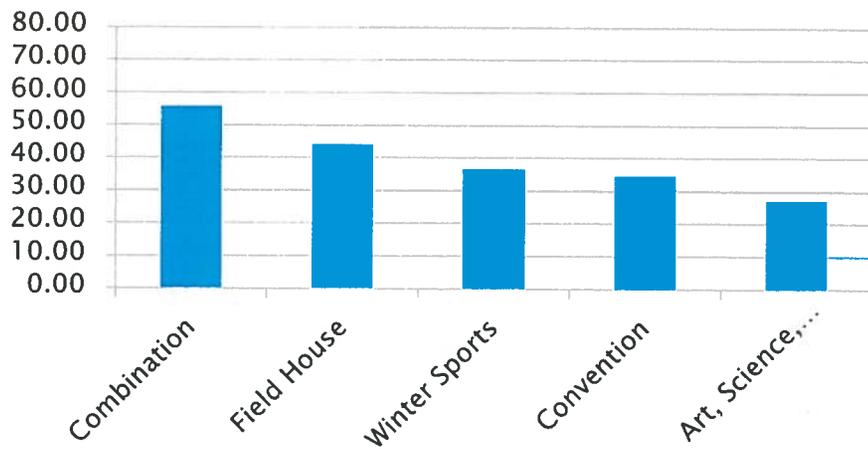
- ▶ Over half of all respondents felt that someone in their household would benefit from the implementation of the Combination Project :



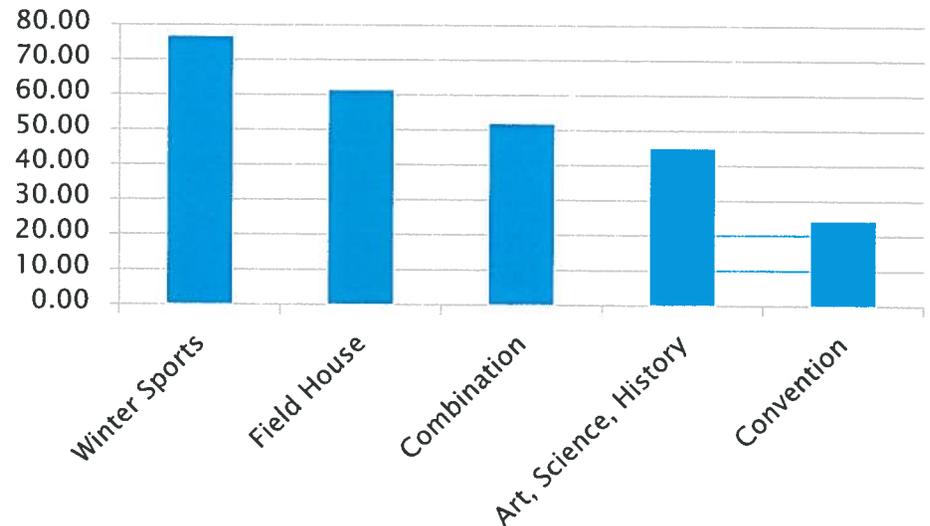
Expectations of Use of the Projects

- ▶ Belief that someone in their household would benefit from the implementation of the project varied by age of the respondent:

% Whose Household would Benefit,
Age 50 & over



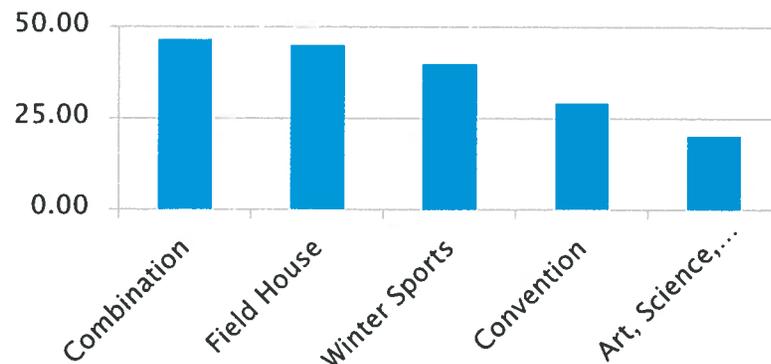
% Whose Household would Benefit,
Age < 50



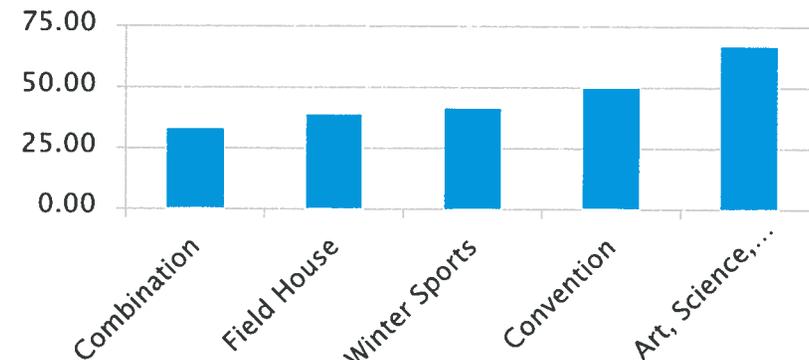
Potential support for project financing through a bond measure

- ▶ Overall, no project received a majority of support for financing through a bond measure. One project had a majority expressing opposition to a bond measure:

% Agreeable or Somewhat Agreeable to a Bond Issue



% Who Disagree or Somewhat Disagree with a Bond Issue



Addressing the Goals of the Projects

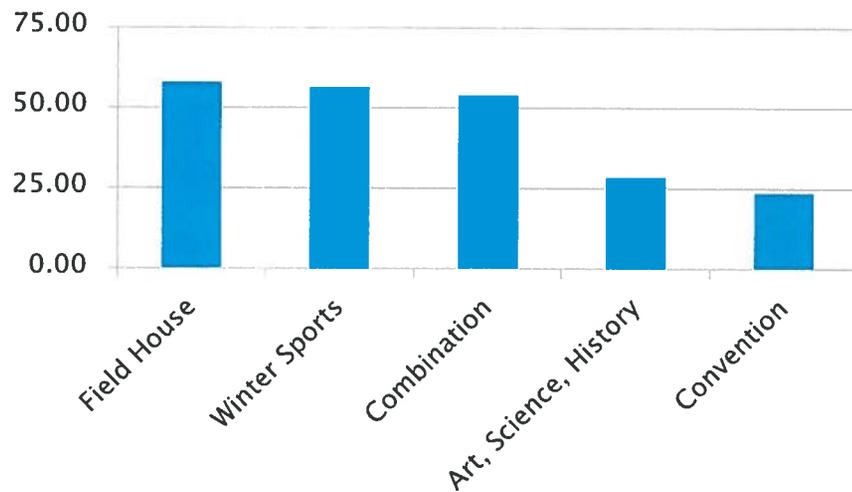
- ▶ The City Council gave this Committee 5 goals for the projects:
 1. Create affordable family events for Sisters Country.
 2. Help convince families to move to Sisters Country.
 3. Help the Sisters economy by generating increased business from tourism.
 4. Not negatively impact the existing Sisters atmosphere and lifestyle in any appreciable way.
 5. Help the Sisters economy during the critical winter and shoulder seasons.



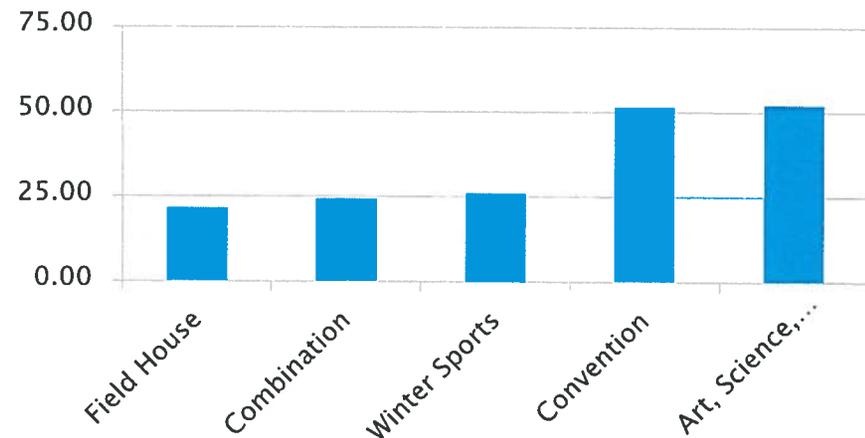
Addressing the Goals of the Projects

- ▶ The majority felt three projects would create affordable family events for Sisters country; a majority felt two projects would not:

% Who Agree or Somewhat Agree

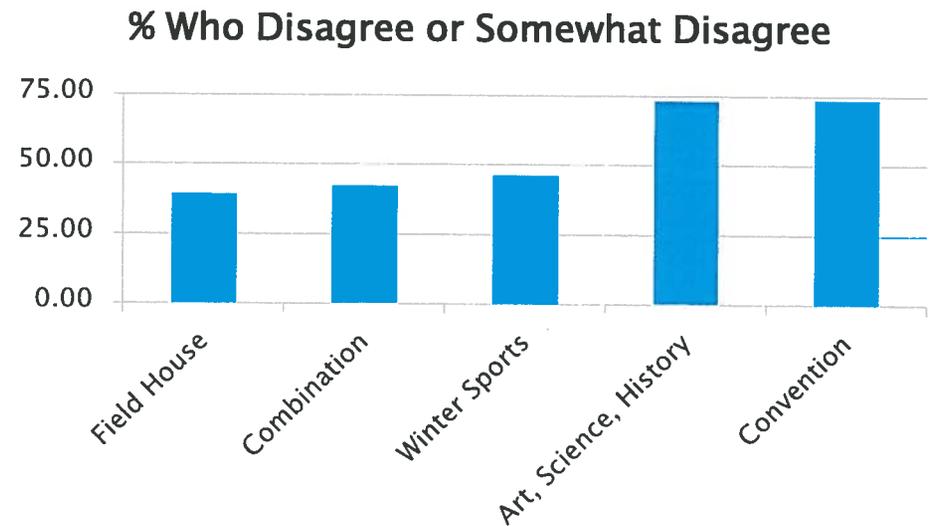
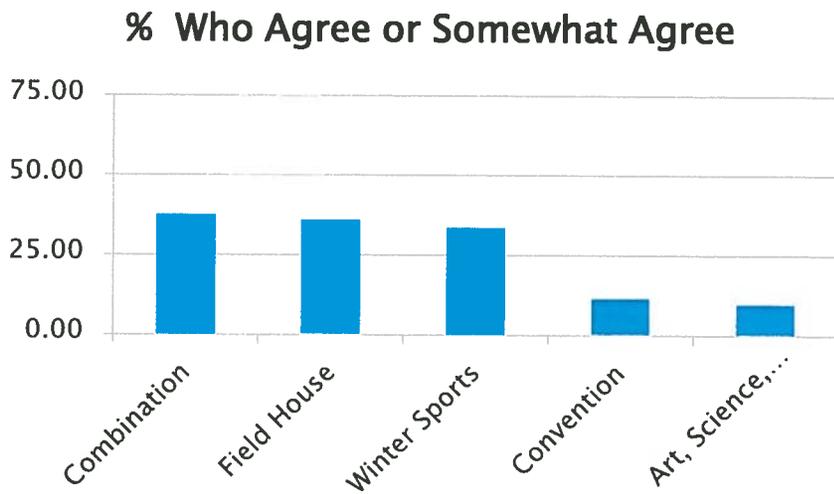


% Who Disagree or Somewhat Disagree



Addressing the Goals of the Projects

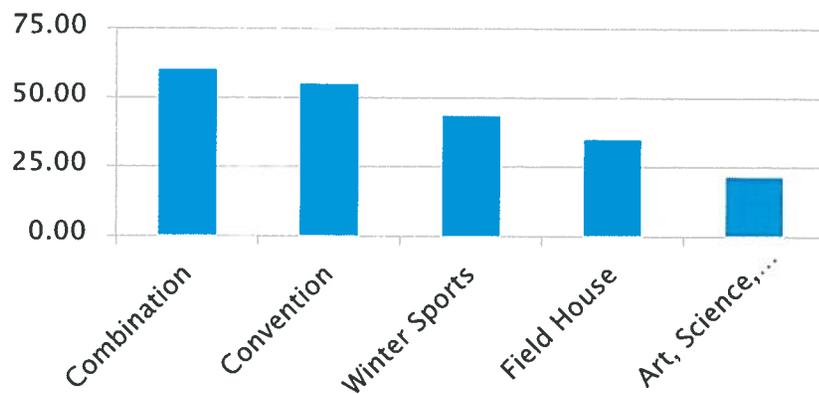
- ▶ The majority felt none of the projects would help convince families to move to Sisters:



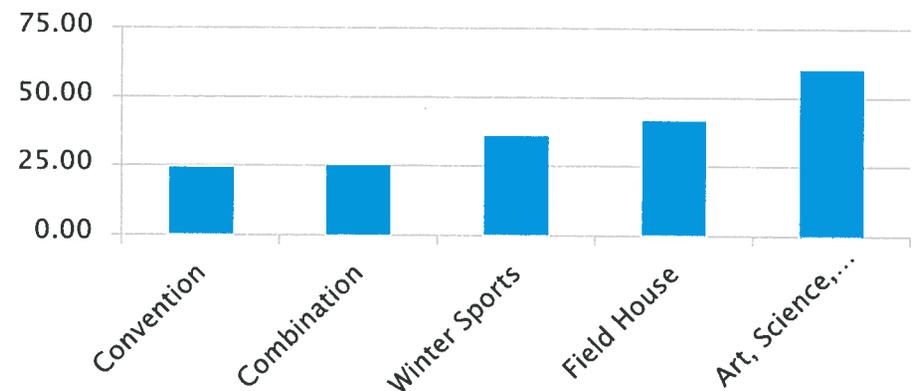
Addressing the Goals of the Projects

- ▶ The majority felt that two projects would help the Sisters economy by generating increased business through tourism; a majority felt one project would not:

% Who Agree or Somewhat Agree



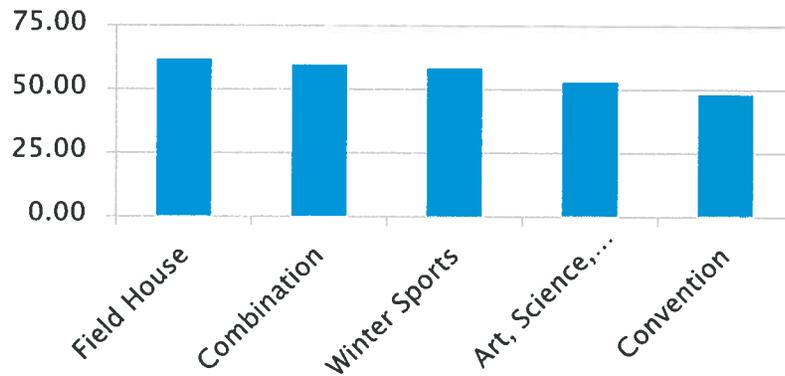
% Who Disagree or Somewhat Disagree



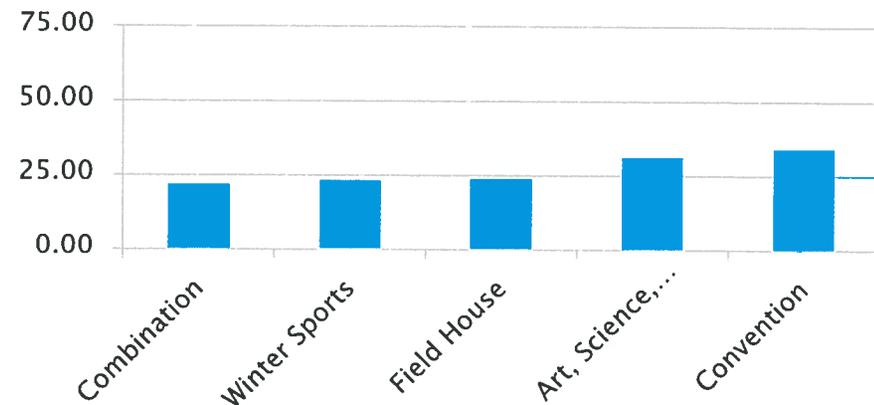
Addressing the Goals of the Projects

- ▶ The majority felt that four of the five projects would not negatively impact the existing Sisters atmosphere and lifestyle in any appreciable way:

% Who Agree or Somewhat Agree



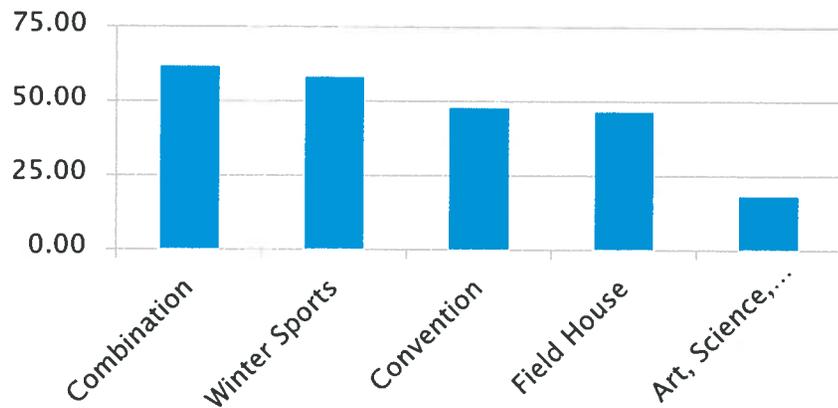
% Who Disagree or Somewhat Disagree



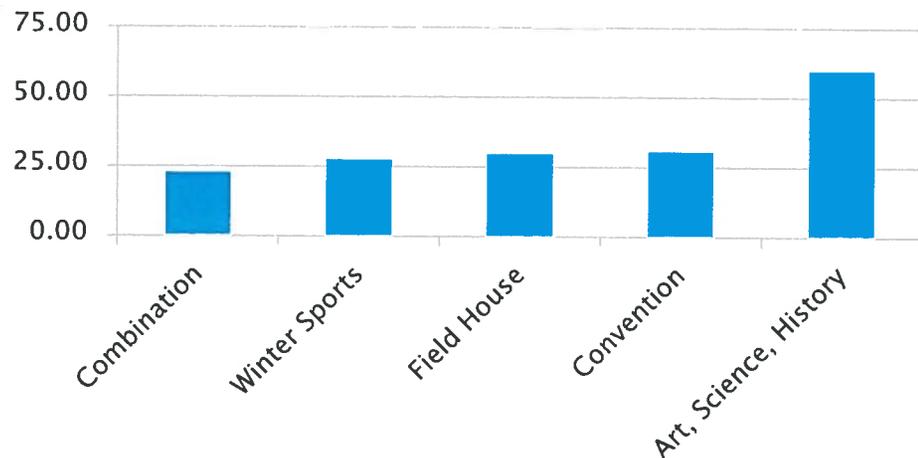
Addressing the Goals of the Projects

- ▶ The majority felt that two of the projects would help the Sisters economy during the critical winter and shoulder (early spring/late fall) seasons; a majority felt one would not:

% Who Agree or Somewhat Agree



% Who Disagree or Somewhat Disagree



Addressing the Goals of the Projects

▶ Summarizing judged performance against goals:

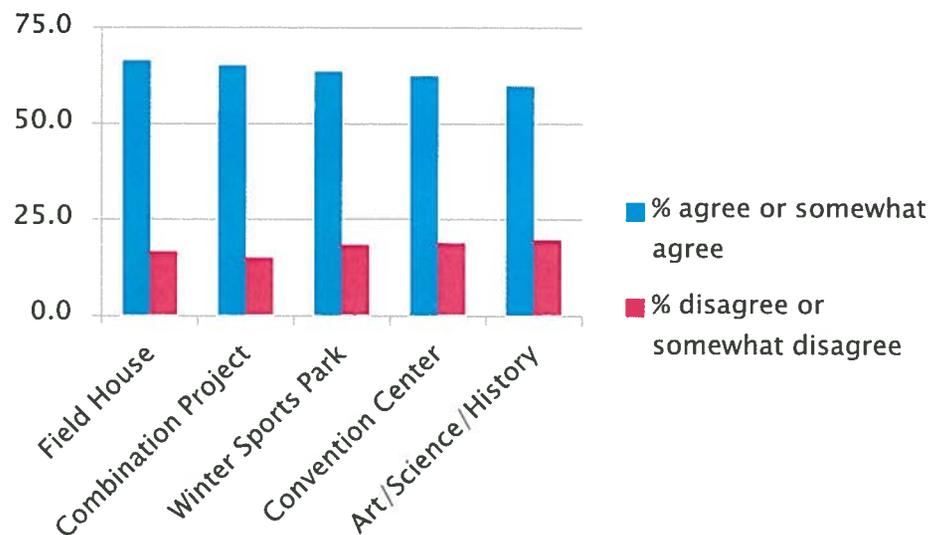
Goal 1:	Create affordable family events			
Goal 2:	Help convince families to move to Sisters			
Goal 3:	Generate increased business from tourism			
Goal 4:	Not negatively impact the atmosphere/lifestyle			
Goal 5:	Help the economy during the winter/shoulders seasons			

Project	Goal 1	Goal 2	Goal 3	Goal 4	Goal 5	Average
Combination	3rd	1st	1st	2nd	1st	1.6
Field House	1st	2nd	4th	1st	4th	2.4
Winter Sports	2nd	3rd	3rd	3rd	2nd	2.6
Convention	5th	4th	2nd	5th	3rd	3.8
Art, Science, History	4th	5th	5th	4th	5th	4.6



Respondents Perception of the Project Analysis

- ▶ The respondents felt that the analysis presented for each project was fair, accurate, thorough, and complete by at least a 3 to 1 margin over those who felt otherwise:



Recommendations

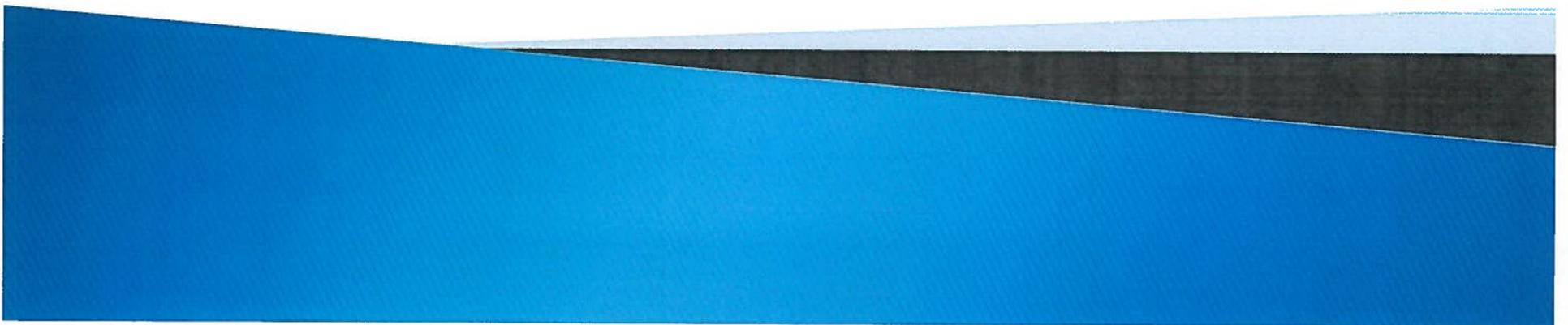
Next steps:

- ▶ Council to decide if these results indicate that there is sufficient public interest in further exploration of the Combination Project and Field House.
- ▶ If there is agreement in proceeding further, the Committee suggests that the Council proceed as indicated in the following slides.



Sisters Great Hall and Ice Park

(the Combination Project)



Sisters Great Hall and Ice Park

The Great Hall... A gathering place that defines Sisters art and history, designed to host concerts, conferences, exhibitions, trade shows, meetings, seminars, training sessions, weddings, leisure activities, and winter fun.

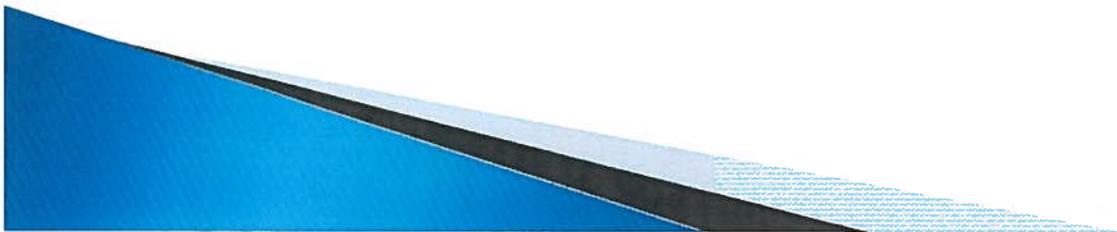


Sisters Great Hall and Ice Park

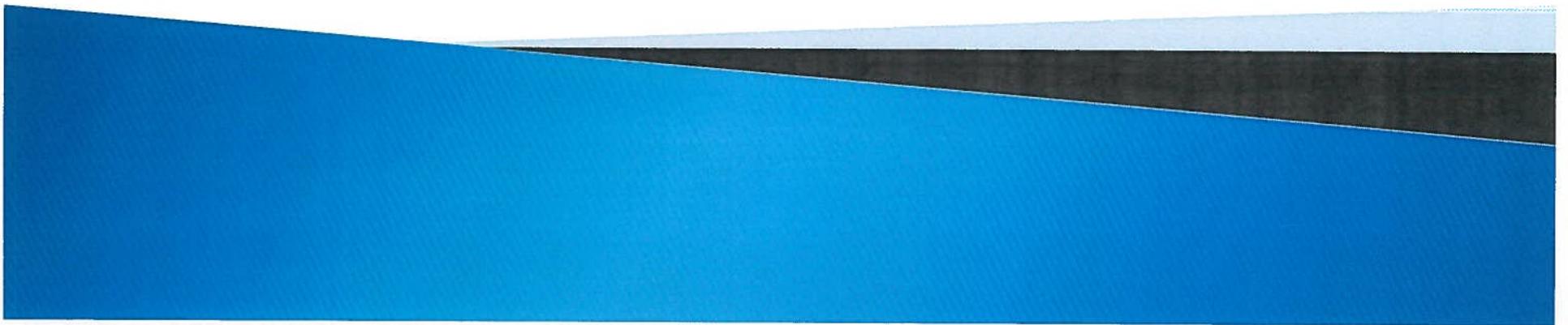
The Great Hall... An economic engine for Sisters

▶ Local Economic Impact

- Construction
- Employment, full-time management jobs
- Occupied room nights, restaurants, retail, incremental taxes, and sales
- Attendance, rental rates and income, and food and beverage sales
- Year-round local economic benefits



Field House



Field House

The Field House... An all-weather facility on property already owned by the Sisters School District that addresses the two main barriers to sports participation during the winter months in Sisters: inclement weather and shorter periods of daylight. Includes a tennis wing, a turf wing, and an all-weather indoor walking track.



Field House

The Field House... A livability improvement for Sisters *plus* associated economic benefits:

- ▶ Additional business for Sisters from those attending Field House events and tournaments;
- ▶ More business for Sisters during the critical winter and shoulder seasons;
- ▶ An additional venue for evening activities for those considering holding a conference in Sisters;
- ▶ Another venue for meetings and events.



Advancing the Concepts

- ▶ A \$10,000 commitment from the existing Community Action Teams of Sisters (CATS) fund would allow a successor committee appointed by the Council to move both projects from vision through a preliminary design and cost analysis process.
- ▶ Once completed, that committee would review public and/or private funding sources and bring its findings back to the City for consideration and public meetings.



Advancing the Concepts

▶ Action Plan:

1. Recruit a qualified Sisters team with skills in business development, design, architecture, and building.
2. Allocate budget and “in kind”:

Activity	Great Hall & Ice Park	Field House
Architecture/design	\$1000	\$1000
Elev. & Intr., color renditions	\$1000	\$1000
Operational budget	\$1000	\$1000
Review of finance options	\$500	\$500
Reserve	\$1500	\$1500
Total	\$5000	\$5000



Advancing the Concepts

3. Solicit rough bids from three contractors.
4. Prepare report on all relevant financing options.
5. Present findings to public and solicit their input through a survey.
6. Present all results to City Council.



Passing along the Approach Used

- ▶ The committee also originally committed to providing the City Council a recommended procedure for addressing future ideas received by the City from its constituents.
- ▶ The goal in this effort was to provide a thorough, consistent, and efficient method for this purpose.



Passing along the Approach Used

- ▶ To this end, the Committee will forward to the City Council copies of the following documents that were developed and utilized in this Committee's work:
- ▶ Procedure for Processing Ideas Flowchart;
- ▶ Project Analysis Form;
- ▶ Side-by-side Project Analysis Form Comparison;
- ▶ Strengths and Weaknesses Analysis Form;
- ▶ "What's in It for Me" Analysis Form.



Passing along the Approach Used

- ▶ It is the Committee's recommendation that, upon receipt of the procedure and forms, the Council consider how to best make them available for the use of future such committees.





SISTERS CITY COUNCIL
520 E. Cascade Avenue
Sisters, OR 97759

JUNE 25, 2015

6:00 P.M. CITY COUNCIL WORKSHOP

1. Water and Sewer Infrastructure Analysis/Rates – *A. Gorayeb/P. Bertagna*
2. Other Business – *A. Gorayeb/Council*

7:00 P.M. CITY COUNCIL REGULAR MEETING

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- II. VISITOR COMMUNICATION**
- III. CONSENT AGENDA**
 - A. Minutes
 1. February 26, 2015 – Regular Meeting
 2. June 11, 2015 – Workshop
 3. June 11, 2015 – Regular Meeting
 - B. Bills to Approve
 1. June Accounts Payable
 - C. **Resolution No. 2015-10: A RESOLUTION DECLARING THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF SISTERS**
 - D. **Resolution No. 2015-10: A RESOLUTION EXTENDING THE CITY OF SISTERS WORKERS COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF SISTERS**
- IV. STAFF REPORTS**
 - A. Deschutes County Sheriff's Office
- V. COUNCIL BUSINESS**
 - A. **Public Hearing and Consideration of Ordinance No. 461: AN ORDINANCE OF THE CITY OF SISTERS CONCERNING THE VACATION OF A PUBLIC UTILITY EASEMENT FOR THE NEW SISTERS HOTEL – *P. Davenport***

This agenda is also available via the Internet at www.ci.sisters.or.us

*The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling Kathy Nelson, City Recorder, at the number below.
520 E. Cascade Ave. – P.O. Box 39, Sisters, OR 97759 – 541-323-5213*

- B. Public Hearing and Consideration of Resolution No. 2015-11:** A RESOLUTION OF THE CITY OF SISTERS ADOPTING A SUPPLEMENTAL BUDGET AND ESTABLISHING APPROPRIATIONS WITHIN THE 2014/15 BUDGET – *L. Fujita-Conrads*
- C. Public Hearing and Consideration of Resolution No. 2015-12:** A RESOLUTION ADOPTING THE FISCAL YEAR 2015-2016 BUDGET, APPROPRIATING FUNDS, APPROVING A TAX LEVY AND DIRECTING STAFF TO FILE THE BUDGET WITH THE COUNTY CLERK – *L. Fujita-Conrads*
- D. Public Hearing and Consideration of Resolution No. 2015-13:** A RESOLUTION DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUES – *L. Fujita-Conrads*
- E. Discussion and Consideration of Resolution No. 2015-14:** A RESOLUTION AMENDING THE PAY PLAN CLASSIFICATION FOR THE CITY OF SISTERS – *L. Fujita-Conrads*
- F. Public Comment and Consideration of Resolution 2015-15:** A RESOLUTION OF THE CITY OF SISTERS AMENDING THE MASTER FEE SCHEDULE – *P. Bertagna*
- G. Discussion and Consideration of a Motion** to Approve a Memorandum of Understanding (MOU) between the City of Sisters and Economic Development of Central Oregon (EDCO) for a Forgivable Loan Program – *A. Gorayeb*
- H. Public Hearing and Consideration of a Motion** to Appeal a Planning Commission Decision Relating to Clear Pine MP 15-01 – *P. Davenport*
- I. Discussion and Consideration of a Motion** to Approve an Intergovernmental Agreement (IGA) between the State of Oregon and the City of Sisters for an Immediate Opportunity Fund Agreement – *P. Bertagna*

VI. CONTRACT REVIEW BOARD

- A. Discussion and Consideration of a Motion** to Approve a Contract with Bryant, Emerson & Fitch for the City Attorney Services and Authorize the City Manager to Execute the Contract – *A. Gorayeb*

VII. OTHER BUSINESS

- A. Planning Commission Appointment

VIII. MAYOR/COUNCILOR BUSINESS

IX. ADJOURN



**SISTERS URBAN RENEWAL AGENCY
REGULAR MEETING**

**520 E. Cascade Avenue
Sisters, OR 97759**

**JUNE 25, 2015
7:30 PM (APPROXIMATE)**

I. CALL TO ORDER

II. CONSENT AGENDA

A. Minutes

1. March 26, 2015 Sisters Urban Renewal Agency Board
2. April 02, 2015 – Sisters Urban Renewal Agency Board
3. April 09, 2015 – Sisters Urban Renewal Agency Board
4. May 07, 2015 – Sisters Urban Renewal Agency Board
5. May 27, 2015 – Sisters Urban Renewal Agency Budget Committee

III. AGENCY BUSINESS

A. Public Hearing and Consideration of Resolution No. URA 2015-03: A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2015/16 ESTABLISHING THE TAX INCREMENT AUTHORITY, MAKING APPROPRIATIONS AND COLLECTING 100% OF THE DIVISION OF TAX – *L. Fujita-Conrads*

B. Discussion and Consideration of a Motion to Set a Deadline for Receiving Contracts for Facade Improvement Grants – *D. Reed*

IV. ADJOURN

*This agenda is also available via the Internet at www.ci.sisters.or.us
The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling Kathy Nelson, City Recorder, at the number below.
520 E. Cascade Ave. – P.O. Box 39, Sisters, OR 97759 – 541-323-5213*