

MEMBERS PRESENT:

Chuck Ryan Mayor
Nancy Connolly Council President
Andrea Blum Councilor
Richard Esterman Councilor
Michael Preedin Councilor

STAFF PRESENT:

Cory Miskey City Manager
Paul Bertagna PW Director
Joe O'Neill Finance Director
Kerry Prosser City Recorder

I CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order by Mayor Ryan at 6:43 pm.

II ROLL CALL

City Recorder Prosser took roll call, and a quorum was established.

III APPROVAL OF AGENDA

Mayor Ryan added a severance and release agreement to the agenda under Other Business item B.

Council President Connolly made a motion to approve the agenda as amended. Councilor Preedin seconded the motion. The motion carried 5-0.

IV VISITOR COMMUNICATION-None

V CONSENT AGENDA

- A. Minutes
 - 1. May 27, 2020- Regular Meeting
- B. Bills to Approve
 - 1. June 19, 2020- Accounts Payable
 - 2. Preapprove July 08, 2020 Accounts Payable
- C. Approve Resolution No. 2020-11: A RESOLUTION EXTENDING THE CITY OF SISTERS WORKERS COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF SISTERS.
- D. Approve Resolution No. 2020-12: A RESOLUTION DECLARING THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF SISTERS.
- E. Approve Resolution No. 2020-13: A RESOLUTION AMENDING THE PAY PLAN CLASSIFICATION FOR THE CITY OF SISTERS.
- F. Approve an Intergovernmental Agreement between Central Oregon Intergovernmental Council and the City of Sisters for Vision Facilitation and Implementation and Authorize the City Manager to Execute the Agreement.

- G. Approve a Personal Services Agreement with Spindrift Forestry Consulting, LLC for City Forester Services and Authorize the City Manager to Execute the Agreement.
- H. Issue a Neutral Recommendation on the OLCC Application from Sisters Supper Club, LLC for a Full On-Premises, For-Profit Private Club Liquor License. *Removed from the agenda*

Mayor Ryan asked that Item H be removed from the Consent Agenda.

Council President Connolly made a motion to remove item H from the Consent Agenda. Councilor Blum seconded the motion. The motion carried 5-0.

Council President Connolly made a motion to approve the Consent Agenda as amended. Councilor Preedin seconded the motion. The motion carried 5-0.

VI COUNCIL BUSINESS

- A. **Public Hearing and Consideration of Resolution No. 2020-14:** A RESOLUTION ADOPTING THE FISCAL YEAR 2020/21 BUDGET, APPROPRIATING FUNDS, APPROVING A TAX LEVY AND DIRECTING STAFF TO FILE THE BUDGET WITH THE COUNTY CLERK.

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Council President Connolly made a motion to adopt Resolution 2020-14. Councilor Preedin seconded the motion. The motion carried 5-0.

- B. **Public Hearing and Consideration of Resolution No. 2020-15** A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Councilor Preedin made a motion to adopt Resolution 2020-15. Councilor Blum seconded the motion. The motion carried 5-0.

- C. **Public Hearing and Consideration of Resolution No. 2020-16:** A RESOLUTION OF THE CITY OF SISTERS ADOPTING A SUPPLEMENTAL BUDGET AND ESTABLISHING APPROPRIATIONS WITHIN THE 2019/20 BUDGET.

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Councilor Esterman made a motion to adopt Resolution 2020-16. Councilor Blum seconded the motion. The motion carried 5-0

D. Public Hearing and Consideration of Resolution 2020-17: A RESOLUTION OF THE CITY OF SISTERS ADOPTING CHANGES TO THE MASTER FEE SCHEDULE

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Councilor Preedin made a motion to adopt Resolution 2020-17. Councilor Esterman seconded the motion. The motion carried 5-0.

E. Discussion and Consideration of Resolution No. 2020-18: A RESOLUTION OF CITY OF SISTERS ADOPTING A TEMPORARY PROGRAM CONCERNING THE LIMITED USE OF CITY REGULATED PARKLETS ADJACENT TO CERTAIN CITY BUSINESSES IN FURTHERANCE OF ENCOURAGING SOCIAL DISTANCING.

Director Bertagna reviewed the pilot Parklet project had gone well, and the staff was comfortable moving it forward. The guidelines would be reviewed every 30 days, and the program would sunset on October 15, 2020.

Councilor Preedin thought it was a great program. Council President Connolly asked if we gave any direction on enhancing the look of the barrels. Director Bertagna replied we asked the business owners to make it look nice. Councilor Preedin asked if there had been any negative comments. City Manager Misley replied there had been none. Councilor Preedin asked staff to be aware of sightlines on corners. Director Bertagna replied safety was a primary focus, and we had involved our traffic engineer in developing the project.

Council President Connolly made a motion to adopt Resolution 2020-18. Councilor Blum seconded the motion. The motion carried 5-0.

F. Discussion and Consideration of Resolution No. 2020-19: A RESOLUTION OF CITY OF SISTERS TEMPORARILY SUSPENDING UTILITY SERVICE SHUTOFFS AND TERMINATIONS.

Director O'Neill reviewed this program waived late fees and water turn-offs. He said the program would terminate on October 31, 2020. Director O'Neill noted there were approximately 18-24 accounts staff would work with to become current.

Councilor Esterman made a motion to adopt Resolution 2020-19. Councilor Preedin seconded the motion. The motion carried 5-0.

G. Discussion and Consideration of Resolution No. 2020-20: A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE 2020/2021 FISCAL YEAR BUSINESS LICENSE RENEWAL FEE FOR CERTAIN BUSINESSES LOCATED WITHIN CITY'S INCORPORATED LIMITS.

Director O'Neill reviewed the business license fee reduction would be limited to businesses located within the City limits. The new rate would be \$26.25, plus parking district fees. He noted there would be a \$35,000 impact to the general fund.

Councilor Preedin and Councilor Esterman both thought we were only cutting the fee 25%. Both were comfortable with the current program.

Councilor Blum made a motion to adopt Resolution 2020-20. Councilor Preedin seconded the motion. The motion carried 5-0.

H. Discussion and Consideration of a Motion to Award a Public Improvement Contract to WEBEDONE INC, dba Abbas Well Drilling in an Amount not to Exceed \$354,220 for the Construction of Well No. 4 Phase A and Authorize the City Manager to Execute the Contract.

Director Bertagna reviewed this was the first of two construction phases for Well No. 4. He noted we had received four good bids for this project.

Councilor Preedin made a motion to award a public improvement contract to WEBEDONE INC, dba Abbas Well Drilling in an amount not to exceed \$354,220 for the construction of Well No. 4 Phase A and authorize the City Manager to execute the contract. Council President Connolly seconded the motion. The motion carried 5-0.

I. Discussion and Consideration of a Motion to Approve an Agreement between the City of Sisters and the Sisters Area Chamber of Commerce to Provide Tourism-Related Services for FY 2020/21 and Authorize the City Manager to Execute the Agreement.

City Manager Misley noted this was a one-year contract for tourism promotion services. He said this was a bridge contract while the City, Chamber, and local stakeholders developed a tourism strategic plan. City Manager Misley explained the critical change in this contract was that 33% of the Transient Room Tax (TRT) would be allocated to the

Chamber of Commerce vs. the previous flat amount of \$250,000. This was a proportional share of the collected TRT. He said the Chamber was comfortable with the changes to the contract.

Councilor Blum asked if the Chamber was aware of our new parks and event position and was there any conflict. City Manager Misley replied the position was not in conflict with the Chamber; most of the position would be park planning and public event administration. He thought the position would help build relationships with the Chamber and other event promoters.

Councilor Preedin noted they had worked hard to reach an agreement without this one-year bridge contract but had been derailed by COVID-19. He was optimistic about the strategic plan process. Councilor Esterman thought there might be some competition for this contract in the future.

Councilor Blum made a motion to approve an agreement between the City of Sisters and the Sisters Area Chamber of Commerce to provide Tourism-Related Services for FY 2020/21 with modifications to Section 1.3 and Schedule 1.2 and authorize the City Manager to execute the agreement. Councilor Esterman seconded the motion. The motion carried 5-0.

VII OTHER BUSINESS

A. Review a Habitat for Humanity Affordable Housing Grant Application in the amount of \$6,627 for Three Village Meadows Homes on Desert Rose Loop. City Manager Misley reviewed this was the first year for the grant program, and we had received one application from Habitat for Humanity. The original Habitat application asked for grants for parks and transportation system development charges on seven homes. The applicant had amended their request for reimbursement for system development charges on three existing homes on Desert Rose Loop. Staff was looking for Council support to move forward on the grant agreement. Council agreed staff should move forward.

B. Review a Severance and Release Agreement.
Mayor Ryan reviewed this was a severance and release agreement for the Community Development Director.

Councilor Blum moved to approve the severance agreement and authorize the Mayor to sign the agreement. Councilor Preedin seconded the motion. The motion carried 5-0.

C. Staff Comments

Director Bertagna said there was a night grind and inlay project on Hood Avenue beginning Thursday night. All the business owners had been notified of the project.

Director O'Neill reviewed the City had received multiple grants, including A Ford Family Foundation grant for the RARE position: \$10,000, Locust Multi-use Path: \$25,000 a small cyber security grant, and reimbursement from the CARES act for \$18,000 for COVID-19 related expenses.

City Manager Misley expected interviews for the Deschutes County Sheriff Sisters deputy positions would be scheduled in July. He noted he would have a regularly scheduled meeting with Sargent Bailey, and they would be working on getting the deputies up to speed on our ordinances and enforcement. City Manager Misley said they were close to finalizing the markings on the City Sheriff cars; he would reach out to Councilors individually to get their input.

City Manager Misley reviewed interviews for the RARE participant would happen in mid-July and the position would be in place in September.

City Manager Misley said staff would be discussing whether we would be opening the campground up to full capacity on July 1st. Councilors were comfortable with the campground opening to full capacity.

VIII MAYOR/COUNCILOR BUSINESS

Councilor Esterman asked what the status was of opening City Hall to the public. City Manager Misley replied there was no set date for reopening. He said It was critical that staff could work in person, and he wanted to be mindful of staff's interaction with the public. He said we might open in July.

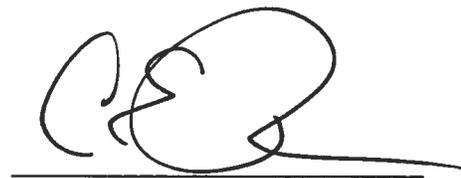
Councilor Blum said the ribbon cutting for the Deschutes County Stabilization Center was on July 1st at 9:00 am.

Mayor Ryan noted the Vision agreement was essential to keep the Vision moving forward. The formation of an executive team and the addition of the RARE position this year were critical in getting work done on Vision projects.

IX ADJOURN: 7:50 pm.



Kerry Prosser, City Recorder



Chuck Ryan, Mayor