

MEMBERS PRESENT:

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

STAFF PRESENT:

Cory Misy 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 6:34 pm.

II ROLL CALL

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

III APPROVAL OF AGENDA

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

IV VISITOR COMMUNICATION-None

V CONSENT AGENDA

A. Minutes

1. June 10, 2020-Workshop
2. July 22, 2020- Regular
3. July 22, 2020- Workshop

B. Bills to Approve

1. August 7, 2020- Accounts Payable

C. Provide a Favorable Recommendation to the Oregon Liquor Control Commission (OLCC) on the Annual Renewal of Liquor Licenses for Sisters Businesses.

D. Accept the Public Improvements for McKenzie Meadows Phase II.

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

VI COUNCIL BUSINESS

- A. **Public Hearing and Consideration of Ordinance 506: AN ORDINANCE OF CITY OF SISTERS AMENDING TITLE 2 OF THE SISTERS MUNICIPAL CODE**

CONCERNING THE FORMATION, OPERATION, AND PROCEDURES FOR
COMMITTEES, COMMISSIONS AND ADVISORY BOARDS.

Mayor Ryan opened the public hearing.

City Recorder Prosser reviewed this ordinance would streamline the recruitment and appointment of boards and commissions. After the effective date of the ordinance, the boards would be re-established by resolutions.

Council President Connolly was excited by these changes and the opportunity for more community awareness about board openings.

Mayor Ryan asked for public comment. There was no public comment; Mayor Ryan closed the public hearing.

Councilor Blum moved to have the City Manager read Ordinance 506 by title only. Council President Connolly seconded the motion. The motion carried 5-0.

City Manager Misley read Ordinance 506 by title.

Council President Connolly moved to approve and adopt Ordinance 506. Councilor Blum seconded the motion. A roll call vote was taken. The motion carried 5-0

B. Discussion and Consideration of Resolution 2020-23: A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE CITY PARKS ADVISORY BOARD.

Councilor Blum moved to adopt Resolution 2020-23. Councilor Preedin seconded the motion. The motion carried 5-0.

C. -Discussion and Consideration of Resolution 2020-24: A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE URBAN FORESTRY BOARD.

Councilor Preedin moved to adopt Resolution 2020-24. Councilor Blum seconded the motion. The motion carried 5-0.

D. Discussion and Consideration of Resolution 2020-25: A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE HOUSING POLICY ADVISORY BOARD.

Council President Connolly moved to adopt Resolution 2020-25. Councilor Blum seconded the motion. The motion carried 5-0.

E. Discussion and Consideration of Resolution 2020-26: A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE PLANNING COMMISSION.

Councilor Preedin moved to adopt Resolution 2020-26. Councilor Blum seconded the motion. The motion carried 5-0.

F. Discussion and Consideration of Resolution 2020-27: A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE PUBLIC WORKS ADVISORY BOARD.

Council President Connolly moved to adopt Resolution 2020-27. Co seconded the motion. The motion carried 5-0.

G. Discussion and Consideration of a Motion to Approve an Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT) for East Portal Acquisition from the Forest Service Subject to Legal Revisions.

City Manager Misley reviewed Council had seen this document at a previous workshop, and now the cost estimate had been plugged into this IGA. He said depending on the Forest Service response to the offer, this IGA may need to be amended or another option may need to be put on the table; this was a starting point for acquiring the property.

City Manager Misley noted staff had shared a rendering of the property at the last workshop outlining who would potentially own which portion of the property, the ownership was still subject to adjustment; the rendering was not part of this agreement.

Councilor Blum asked if we did a Master Plan on the East Portal property would all suggestions be on the table. City Manager Misley replied we had discretion on where we started. He said If we acquired the land with ODOT, in some way, it would be a multi-modal transportation hub. We wanted to be respectful of existing amenities and would have to be thoughtful about the process.

Councilor Esterman wanted to move the process forward and see what happened.

Council President Connolly moved to approve an IGA with ODOT for the East Portal acquisition subject to legal revisions. Councilor Blum seconded the motion. The motion carried 5-0.

H. Discussion and Consideration of a Motion to Approve a Professional Services Agreement with Angelo Planning Group, Inc. for the Comprehensive Plan Update in an amount not to Exceed \$95,000 and Authorize the City Manager to Execute the Agreement Subject to Legal Revision.

City Manager Misley reviewed updating the Comprehensive Plan had been set in motion with the FY 2020/21 Council goal setting. The timing of the update was strategic as it built off the Vision work. City Manager Misley said the City was awarded a grant from the Department of Land Conservation and Development (DLCD) to support the update. He

noted this project was a big undertaking and a large contract amount and Principal Planner Mardell had done a lot of work to refine the scope of the project.

City Manager Misley disclosed that Scott Edelman of DLCD had reached out to him last week and informed him with current budget cuts at the State level, we might see a reduction in our grant. City Manager Misley was optimistic the cut would not be more than \$5,000.

Councilor Blum noted this project was a big undertaking that would last a long time if we did it well. Councilor Preedin said this was another example of how we were growing up as a community; we needed to get the language right in this plan.

Mayor Ryan asked why so many hours were allocated to Ruth Williams and Stephen Ames for Vision assessment. City Manager Misley noted they were sub-consultants for Angelo Planning Group and would help the process get off the ground quickly and in the right direction with community outreach and other areas. Because they worked on the Vision, they would have data we might not be able to access otherwise. City Manager Misley explained staff had reduced the hours they would be used from the original scope. Councilor Blum said for outreach on this project; we needed someone who had time and familiarity with our community, which Mr. Ames and Ms. Williamson had because of their work on the Vision. City Manager Misley noted this was a big project to undertake in a short time, and we needed every advantage we could find.

Councilor Esterman appreciated City Manager Misley's transparency on the grant issue.

Councilor Preedin moved to approve a PSA with Angelo Planning Group Inc. for the Comprehensive Plan update in an amount not to exceed \$95,000 and authorize the City Manager to execute the agreement subject to legal revisions. Council President Connolly seconded the motion. The motion carried 5-0.

VII OTHER BUSINESS

A. Update on Locust/20 Roundabout Property Acquisition

Director Bertagna said ODOT and City staff were currently reviewing 30% Design Acceptance Plans (DAP) provided by the ODOT Roadway team. This process would be completed in the next 30-45 days, at which point the project team would have DAP approvable plans ready to be submitted to the State.

Director Bertagna said the 30% plans established the project footprint, which defined the necessary Right-of-Way acquisition; the Sisters School District (SSD) owned most of the

property. Staff recently met with School Superintendent Curtis Scholl to discuss the potential of entering into an agreement that would allow the City to purchase the necessary right-of-way from SSD. As part of SSD's current Transportation Facility project, they were required to pay approximately \$34,000 in Water/Sewer/Transportation System Development Charges (SDC's) before final occupancy. Director Bertagna said in-lieu of the SDC payment this agreement would allow the City to use the amount owed to the City as a credit towards the cost of acquiring the right-of-way from the district. The responsible party would pay any amount over/under the appraised value. Superintendent Scholl was in favor of this process as he had done this in a previous district.

Once the sales agreement was in place, the third-party appraisal would be the next step in the procurement process. Moving ahead with the agreement and appraisal would keep both parties on schedule to finalize the property acquisition in FY 2020/21. Staff would bring a formal agreement to Council at the next meeting.

City Manager Misley noted this process was Director Bertagna's idea back in February; this process had allowed SSD to move forward with its construction project. City Manager Misley stated it was refreshing to work in partnership with SSD.

B. Staff Comments

City Manager Misley reviewed Citizens4Community had been organizing a community website partnership, which would be a one-stop-shop for how the community connected.

The Vision Executive Committee (VET) had held its first meeting. Their role was to help expedite what went to the Vision Implementation Team. The VET members included City Manager Misley, Chief Johnson, Caprielle Foote-Lewis, and Steve Swisher.

Councilor Preedin asked what the timeframe was for 100% execution of the law enforcement contract. City Manager Misley replied we would not have our permanent lieutenant until January 2021, but he thought the deputies would be placed over the next few months. He said he would let Council know when the patrol cars were ready. City Manager Misley talked weekly with our interim lieutenant, William Bailey. He did not think we would start our strategic plan until our full-time Lieutenant was in place.

VIII MAYOR/COUNCILOR BUSINESS

Councilor Blum reviewed the Central Oregon Area Commission on Transportation (COACT) committee was in flux as the transportation committee was deciding whether funding and project decisions would be made locally. Currently, COACT had limited say in where funds were allocated.

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
AUGUST 12, 2020

Councilor Preedin said Sister Country Economic Development (SCED) would not meet in August. He and Caprielle Foote-Lewis had been talking about the Made in Sisters event happening in October instead of November; they were working on the details.

Mayor Ryan attended the new Peterson Ridge Trailhead dedication. He said Public Works had done a timely job of decommissioning the old trailhead.

Mayor Ryan noted funding for fire restoration in areas such as the Pole Creek and the Millie Fire was running out, and County Commission candidate Phil Chang asked Mayor Ryan to send a letter asking for the funding to be replenished. Council concurred the Mayor could send the letter.

IX ADJOURN: 7:29 pm.



Kerry Prosser, City Recorder



Chuck Ryan, Mayor