

MEMBERS PRESENT:

Chuck Ryan Mayor
Nancy Connolly Council President
Andrea Blum Councilor
Richard Esterman Councilor
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 6:37 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. August 12, 2020- Regular

- B. Bills to Approve
 - 1. August 21, 2020- Accounts Payable

- C. Accept the Public Improvements for ClearPine Phase V.

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

VI COUNCIL BUSINESS

A. Discussion and Consideration of Resolution 2020-28: A RESOLUTION OF CITY OF SISTERS PROMOTING INCLUSION IN OUR COMMUNITY.

Council President Connolly moved to adopt Resolution 2020-28. Councilor Blum seconded the motion. The motion carried 5-0.

B. Discussion and Consideration of a Motion to Award Community Grant Funds for Fiscal Year 2020/21.

Council President Connolly moved to award community grants to:

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
AUGUST 26, 2020

<i>Organization</i>	<i>Amount</i>
<i>Advocate for Life Skills & Opportunities</i>	<i>\$1,063</i>
<i>Age Friendly Sisters Country</i>	<i>\$630</i>
<i>Assistance League of Bend</i>	<i>\$888</i>
<i>Citizens 4 Community</i>	<i>\$625</i>
<i>Circle of Friends</i>	<i>\$1,830</i>
<i>Family Access Network (Sisters)</i>	<i>\$900</i>
<i>Family Access Network (Sisters)</i>	<i>\$3,300</i>
<i>Furry Friends</i>	<i>\$1,800</i>
<i>Heart of Oregon Corp</i>	<i>\$1,900</i>
<i>Kiwanis of Sisters</i>	<i>\$1,250</i>
<i>Seed to Table Oregon</i>	<i>\$1,360</i>
<i>Silent Echo Theater Company</i>	<i>0</i>
<i>Sisters Farmers Market</i>	<i>\$2,500</i>
<i>Sisters Folk Festival</i>	<i>\$1,925</i>
<i>Sisters Outdoor Quilt Show</i>	<i>\$5,150</i>
<i>Sisters Science Club</i>	<i>\$750</i>
<i>SMART</i>	<i>\$440</i>
<i>SOAR</i>	<i>\$3,625</i>
<i>Sisters Outdoor Leadership Exp. (SOLE)</i>	<i>\$820</i>
<i>Three Sisters Historical Society</i>	<i>\$1,400</i>
<i>Together for Children</i>	<i>\$1,750</i>
<i>VFW Post 8138 (Sisters)</i>	<i>\$580</i>
<i>Warfighters Outfitters Inc.</i>	<i>\$2,200</i>
<i>Wellhouse Church/Wellhouse Market</i>	<i>\$1,500</i>
<i>Wellspring Preschool</i>	<i>0</i>

Councilor Preedin seconded the motion. Mayor Ryan, Council President Connolly, Councilor Blum, and Councilor Preedin voted aye. Councilor Esterman voted nay. The motion carried 4-1.

C. Discussion and Consideration of a Motion to Approve an Affordable Housing Grant Agreement between Sisters Habitat for Humanity and City of Sisters for \$6,627 and Authorize the City Manager to Execute the Agreement.

City Manager Misley reviewed this would be the first grant awarded under the Affordable Housing Grant Program. He explained Habitat for Humanity had amended their request after receiving System Development Charges funds on six of their proposed homes from another source. This grant would pay for transportation and park System

Development Charge's on three Habitat homes. City Manager Misley noted the affordability term on these properties was ten years.

Councilor Preedin made a motion to approve an affordable Housing Grant Agreement between Sisters Habitat for Humanity and City of Sisters for \$6,627 and authorize the City Manager to execute the agreement. Councilor Esterman seconded the motion. The motion carried 5-0.

D. Discussion and Consideration of a Motion to Approve a Memorandum of Understanding between the Sisters School District and City of Sisters for Right-of-Way Acquisition for the Locust/Hwy20 Roundabout Subject to Legal Review and Revision and Authorize the City Manager to Execute the Agreement.

City Manager Misley said after a review with Oregon Department of Transportation (ODOT) and our legal counsel, Staff thought it would be prudent to start the acquisition process with a System Development Charge Reimbursement Agreement instead of a Memorandum of Understanding. The agreement proposed the City would cover the cost of the System Development Charge's for the Sisters School District (SSD) Bus Barn project and in lieu, SSD would reduce the amount they were willing to sell the property needed for the Locust/20 Roundabout by the amount of the System Development Charges. This agreement would memorialize the conversation with the School District. The next step would be going through the acquisition process for the property.

Mayor Ryan asked who drove this agreement. City Manager Misley replied it was a joint effort between ODOT, SSD, and our attorney. Our attorney drafted the agreement.

Councilor Preedin thought this was another small step that got us closer to building the roundabout.

Council President Connolly made a motion to approve a System Development Charge reimbursement agreement between the Sisters School District and City of Sisters in the amount of \$34,514.72 subject to legal review and revision and authorize the City Manager to execute the agreement. Councilor Preedin seconded the motion. The motion carried 5-0.

VII OTHER BUSINESS

A. Staff Comments

City Recorder Prosser said five candidates were running for City Council in the general election. Their names were posted on our website under elections.

Director O'Neill reviewed a conditional offer had been accepted for the Community Development Director position. If all went well, the candidate was expected to start on September 21st.

Director O'Neill said Transient Room Tax had been strong in July with \$105,000 collected.

Director Bertagna explained Staff was collecting traffic data throughout the City and transferring the information to our traffic engineer. They had already made some subtle adjustments on some streets based on the information collected. He said they were sending the reports to Lt. Bailey to distribute to his deputies.

City Manager Misley said Staff would update Council on department workplans and Council goals in an early fall workshop. He asked that Council be prepared for additional meetings as we began work on the Comprehensive Plan.

City Manager Misley said we would be looking at our nuisance codes and see how the Sheriff could help us enforce the code. He thought we would utilize the full capacity of the Sheriff's contact and lean into them over the next year and beyond. Mayor Ryan thought the capacity was there for them to help in a lot of areas.

City Manager Misley noted Staff would be bringing some adjustment to the employee handbook to Council regarding staff vacation time and how long it could be banked.

VIII MAYOR/COUNCILOR BUSINESS

Council President Connolly asked what the guidelines were for speaking with residents about a possible Urban Growth Boundary (UGB) expansion and the Comprehensive Plan. City Manager Misley responded Staff would be getting a FAQ sheet out regarding the Comprehensive Plan process; there were some hard boundaries set by the State that we would have to follow. City Manager Misley recommended Councilors meet one-on-one with Sr. Planner Mardell to learn about the process. He thought any individual conversations with citizens at this stage were fine; he did not think there were any conflicts of interest.

Councilor Preedin attended the Key Ceremony for the three families who were able to move into the First Story, affordable homes, built in the McKenzie Meadows subdivision. He said it was a very moving experience, and he was proud of our town for helping with affordable housing. Councilor Blum noted it was great when you got to see the end result and the impact after all the work that was put into these projects.

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Mayor Ryan thanked the first responders and firefighters who were on the Green Ridge fire. It was ominous, and they had really taken control of the fire.

IX ADJOURN: 7:10 pm.



Kerry Prosser, City Recorder



Chuck Ryan, Mayor