

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

**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

**GUESTS:**

William Bailey	Lieutenant Deschutes County Sheriff Office (DCSO)
Chad Davis	Lieutenant DCSO

Mayor Ryan called the workshop to order at 5:30 pm, and City Recorder Prosser took roll call.

**1. Sheriff Update**

Lt. Bailey introduced Lt. Chad Davis, who was applying for the open Lieutenant position. Lt. Davis said he was excited to apply for the Sisters position and establish a community relationship.

Lt. Baily said the three deputy positions would be in place by September 14<sup>th</sup>, and the permanent Lieutenant position would be filled in early 2021. He thought the City vehicles would all be ready by September 14<sup>th</sup>. He noted all of the deputies were excited to serve in Sisters, and two of the three were local.

Mayor Ryan asked if any changes were happening at the sub-station. Lt. Bailey replied they were looking at structural plans this year and the internal office space in 2021. Mayor Ryan reviewed there had been a lot of vandalism last summer and wondered if DCSO had seen much this year. Lt. Bailey noted they were currently working on one case at a construction site.

Councilor Blum asked about office support at the sub-station. Lt. Bailey responded Leanne Young would continue to support the deputies; the office was open 8 am-5 pm weekdays unless Ms. Young was on vacation. Councilor Blum asked what number they preferred citizens to call. Lt. Bailey noted there were three methods; 911, the non-emergency line, and the sub-station (during open hours). He said the non-emergency and 911 were the best way to contact the department.

Council President Connolly asked if the content of non-emergency phone calls could be on the monthly report. Lt. Bailey said he was working with City Manager Miskey on what

information should go into the monthly report. He was currently putting together a report about community contacts that was in the draft form.

Councilor Preedin asked if DCSO was having discussions about civil unrest and preparing if it spilled into Central Oregon. Lt. Bailey said there was an internal discussion on the topic, but most local protests had been peaceful. He said DCSO respects people's rights to peacefully protest, but they did not condone violence or criminal mischief. Lt. Bailey said they had teams that could activate if needed. He said there were no issues at the weekly local protests in Sisters.

City Manager Misley reviewed staff and the new lieutenant would begin working on the strategic plan at the first of the year. He said we would work with each other to develop plans to deal with potential issues. He noted there had been interest in the community to meet the new deputies; C4C had proposed hosting a socially distanced meet and greet. Lt. Bailey replied the Sheriff was on board with this idea. He thought DCSO would also host an "open parking lot" at the sub-station for the community to meet the new deputies.

City Manager Misley said that Lt. Bailey was scheduled to come to the second workshop every month to update Council.

## **2. Discussion of Community Grant Allocation**

City Recorder Prosser reviewed we had received 25 community grant applications with funding requests of over \$94,000. She explained Staff took the Council's input and averaged the funds they had tentatively allocated to each applicant. Any application that did not receive at least three Councilors' support was automatically eliminated. Only one application was not included in the combined numbers.

Councilor Blum and Council President Connolly thought there were requests on the list that did not qualify for funding. Councilor Blum stated the Kiwanis application said they would give the money to other non-profits; she was concerned the City may have already given grant funds to these programs. Council President Connolly agreed.

Councilor Blum thought Silent Echo theater did not fit within the qualifications. Council President Connolly thought the Silent Echo Theater target audience was very small and withdrew her support for Silent Echo Theater.

Councilor Blum said SOAR had a great program and needed resources, but they asked us to fully fund their program; we did not fund programs for other entities. She did not think they met the criteria for the grant. Council President Connolly thought SOAR was

supporting at-risk youth, and that was one of our criteria. She visited SOAR and was impressed with the afterschool program they were trying to implement; their target was at-risk youth after school programming. Councilor Blum noted grant funds could not be used for operating expenses. Mayor Ryan thought SOAR was asking us to support the whole program, and he did not agree with the full amount. He said they had the ability to raise their own funds.

Councilor Blum said we wanted to make sure the programs we supported could continue without us. She thought we could help with the special projects, but the applicants operational funding needed to be in place.

Council President Connolly had called FAN and asked about the Assistance League of Bend's program, and Fan said they worked with them to identify the local kids that needed help.

Council President Connolly had concerns with the C4C application, as the school district had been working on their own Diversity, Equity, and Inclusion (DEI) programs within each school this summer. The school was not aware of anyone partnering with them on this initiative.

Council President Connolly looked at the good the Kiwanis did in the community and was not worried about funding them.

Council President Connolly thought the Wellspring foodbank was serving an older clientele than the other food bank, and she was supportive of funding the grant.

Councilor Esterman thought if the Kiwanis were giving funds away to another non-profit, he did not think they should be funded, but he was supportive if they were using it for something else. Councilor Esterman thought the Sisters Farmer's Market, Sisters Outdoor Quilt Show, and the Sisters Folk Festival were all applying for operating expenses. He had a problem with all three of the applicants. They were asking us to subsidize event fees, which were operating expenses.

City Recorder Prosser reviewed that operating expenses were not well defined in the community grant policy; it was up to Council to determine what they considered operating expenses.

Council President Connolly clarified that instead of the previous non-profit rate, which was minimal, we said they could apply for a grant to offset the fee. Councilor Blum remembered discussing not having a lower fee for non-profits on our event fee schedule

but encouraged them to request funds from the community grant program to offset their costs.

Councilor Preedin said that overall, any money we gave these non-profits, even if it did not go directly to operating expenses, helped with operating expenses because it was less money they had to spend. He thought in the spirit of giving, we had to review their applications and ask questions, but we needed to give these organizations grace; we knew these groups did good work. He was good with all of his choices.

Mayor Ryan asked if any Councilor, other than Councilor Esterman, had issues with funding the Sisters Farmers Market, Sisters Outdoor Quilt Show, and Sisters Folk Festival. Councilor Preedin, Council President Connolly, Councilor Blum, and Mayor Ryan did not have a problem with funding those applicants.

Councilor Esterman said if they had asked for funds for other programs, he would not have an issue, but they were asking for routine operating expenses. Mayor Ryan said because of COVID-19, he thought it was an exception year. Councilor Preedin thought next year; we needed to identify what was okay regarding operating expenses. Councilor Blum said historically, grants were meant for those who needed a little extra help to move projects forward, not to be part of a yearly budget. The funds were not guaranteed every year. She did not want organizations to go under if our grant program went away.

Councilor Blum asked if we would have any grant money to pass on to businesses who had COVID-19 related expenses that could not be reimbursed. City Manager Misley replied we had deferred to Central Oregon Intergovernmental Council (COIC) to find and administer funds.

Council discussed if Kiwanis, Silent Echo Theater, and SOAR were qualified to receive grant funds. Council agreed to fund Kiwanis and SOAR.

Councilor Blum asked what we should do if we allocated funds, and the program did not materialize. Councilor Preedin said as long as we trust the organization, we should let them move forward.

Council discussed whether they should allocate \$38,185 or \$34,080, leaving a larger portion in reserve.

Councilor Esterman would like to leave funds in reserve and wanted to allocate the lower amount.

Councilor Esterman stated if you were making exceptions on routine operating expenses for COVID-19, then you would have to make exceptions for everybody that asks anything for COVID-19. Mayor Ryan thought next year we would have to define operating expenses.

Council President Connolly said in the past; it had become a logistic mess for Council and Staff to deal with when we left a reserve. She favored a hard deadline on the applications and would like to allocate the higher amount.

Mayor Ryan asked City Manager Misley his thoughts about leaving a reserve. City Manager Misley replied we advertised this program, and the community knew we did this annually; he thought entities needed to turn in applications on time. He said when we made the budget allocation for this program, we made it to be spent, not to reserve a portion. City Manager Misley recommended if the asks were sufficient, Council should fully fund them.

Mayor Ryan, Council President Connolly, Councilor Preedin, and Councilor Blum gave a head not to allocate the higher amount.

### 3. Other Business

The meeting adjourned at 6:31 pm.



Kerry Prosser, City Recorder



Chuck Ryan, Mayor