

MEMBERS PRESENT

Michael Preedin Mayor
Jennifer Letz Councilor
Susan Cobb Councilor
Gary Ross Councilor

ABSENT:

Andrea Blum Council President

STAFF PRESENT:

Jordan Wheeler City Manager
Joe O'Neill Finance Director
Kerry Prosser Assistant City Manager
Scott Woodford CDD Director
Paul Bertagna PW Director
Emme Shoup Associate Planner
Jackson Dumanch PW Project Coord.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order by Mayor Preedin at 6:49 p.m.

2. ROLL CALL

A roll call was taken, and a quorum was established.

Mayor Preedin read a statement about ex-parte communication.

3. APPROVAL OF AGENDA

Councilor Cobb made a motion to approve the agenda. Councilor Letz seconded the motion. Preedin, Letz, Ross, and Cobb voted aye; the motion carried 4-0.

4. VISITOR COMMUNICATION

The audio recording of visitor comments can be found at:

<https://www.ci.sisters.or.us/sites/default/files/archives/audio/CityCouncil/2023/cc091323reg.mp3>

- Mark Dickens, Sisters, discussed the challenges and negative impacts of short-term rentals (STR) on communities and supported stricter regulations or phasing them out.
- Cathy Russell, Sisters, was concerned about pedestrian safety in the McKinney Butte Road area due to growth and increasing traffic. She suggested reducing speed limits, adding pedestrian signs, creating pathways, and changes at the roundabout to enhance safety.
- Charlie Stephens, Sisters, supported Mr. Dickens's comments and spoke about the tax implications of commercial real estate ownership and the need to consider that when regulating STRs.
- Michael, no address given, reviewed numerous topics, including roundabout safety, the absence of sidewalks on Barclay Drive, and his experience of feeling uncared for.

5. CONSENT AGENDA

- A. Accept the public water and sewer improvements for Woodlands Phase II.

Councilor Ross made a motion to approve the Consent Agenda. Councilor Cobb seconded the motion. Preedin, Letz, Ross, and Cobb voted aye; the motion carried 4 -0.

6. COUNCIL BUSINESS

A. Public Hearing and Consideration of Ordinance 533: TA 203-01 - Housekeeping Amendments to the Development Code.

Mayor Preedin read the conduct of the hearing and asked Councilors to disclose any conflicts of interest. There were none. He opened the public hearing and asked for the staff report.

Planner Shoup reviewed a presentation on a package of housekeeping text amendments. These amendments correct errors, update references, and provide clarification for existing criteria and standards in the Development Code. The code cleanup and housekeeping process was essential to ensure the Code remained accurate and up to date.

The text amendment package included updating definitions, correcting misspelled words, ensuring consistent language and accurate references, updating terminology for access and paving requirements, and revising procedural language. The proposed amendments also included a new definition for "gross acres" to align with recent code changes related to residential housing density calculations. The definitions of "partitions" and "subdivisions" were also being updated to align with the current state definition.

Currently, the Code did not have a definition for auto-oriented uses; there was only one for auto-dependent uses. Instead of creating a new definition for auto-oriented and having both auto-oriented and auto-dependent definitions, staff changed the references to auto-oriented uses to the existing definition of auto-dependent.

Councilor Letz asked if it was worth adding EV charging stations to the definition. Planner Shoup replied that it fell under auto-dependent, but in some districts, like the Downtown Commercial Zone, there was a category specific to EV charging stations. She thought that might be an item for conversation at a later date.

Councilor Ross said that given some of the things we've gone through in the last 12 months related to auto-dependent uses, we probably did need to eventually add a definition for EV charging into the Code.

Staff proposed a change in the language regarding surface options that must be paved for vehicle access, circulation, or parking facilities. The amendment replaced the phrase "required to be paved" with "anything that is provided." This change ensured that when a parking facility was built, it must be entirely paved, preventing situations where only a portion of the parking lot was paved.

Council discussed the wording of this amendment and asked that the word “all” be added in place of “required” in code section 3.1.300(f).

Planner Shoup noted a few scrivener errors that would be corrected in the final document.

Mayor Preedin asked the Council if they had any questions for staff.

At a future date, Councilor Ross would like staff to look at the 15 foot setback from Whychus Creek at Creekside Park since the stream bank enhancements have been built.

Mayor Preedin asked for public testimony.

- Mark Dickens, Sisters, requested a postponement of the decision on Ordinance 533. His main concern was that it might allow applicants to bypass a Type 3 review by splitting their applications into two parts, potentially leading to unintended consequences. He suggested that the Council exercise caution when making amendments and thought further evaluation was needed before passing the ordinance.
- Charlie Stephens, Sisters, expressed concerns about three aspects of the proposed code changes. He said landowners with contiguous properties could potentially create multiple lots without a public review process and without providing public improvements. He thought both auto-oriented and auto-dependent needed definitions in the Code. Mr. Stephens thought that a Type 1 review may not be sufficient for the expansion of cell phone towers and base stations. He noted the potential health effects associated with frequency emissions.

Mayor Preedin asked the Council if they had any further questions of staff.

In response to public testimony, Councilor Cobb said their understanding was that the proposed changes did not alter the number of partitions; instead, they improved the language and references within the Code; there were no substantive changes to the types of partitions.

Mayor Preedin closed the public testimony portion of the hearing and moved on to Council deliberations.

The Council continued to discuss auto-oriented vs. auto-dependent and where EV charging stations fit within the definitions. The Council would like to revisit the definition of EV charging stations at a later date.

Mayor Preedin acknowledged the Development Code was never perfect and said there was always room for improvement. He said that adopting these housekeeping items did not

indicate a lack of concern for the issues raised during the discussion but rather ensured that the Code was clearer and more organized.

Councilor Cobb made a motion to read Ordinance 533 by title. Councilor Ross seconded the motion. A roll call vote was taken. Preedin, Letz, Ross, and Cobb voted aye; the motion carried 4-0.

City Manager Wheeler read Ordinance 533 by title.

Councilor Cobb made a motion to approve and adopt Ordinance 533, City File TA 23-01, subject to the following amendments: Development Code section 3.1.300(f) Surface Options; include the word "all" in place of "required" and correct the scrivener errors as noted. Councilor Ross seconded the motion. A roll call vote was taken. Preedin, Letz, Ross, and Cobb voted aye; the motion carried 4-0.

- B. Discussion and Consideration of a Motion** to approve a 2023 State Transportation Improvement Fund reimbursement agreement with Central Oregon Intergovernmental Council in an amount not to exceed \$978,750.00 for the design and construction of the Phase I East Portal Mobility Hub Improvements and authorize the City Manager to execute the agreement.

Director Bertagna reviewed this was an agreement between COIC (Central Oregon Intergovernmental Council) and the City for \$978,750 for the design and construction of Phase One of the East Portal Mobility Hub improvements. These funds were granted through the State Transportation Improvement Fund (STIF) program. The City had applied for approximately \$1.2 million and was awarded just under \$1 million.

The agreement outlined the roles and responsibilities of both parties concerning the reimbursement of qualified expenses. The reimbursement limits were \$225,000 for the design phase and \$753,750 for construction improvements, with a maximum compensation of \$978,750. The work was required to be completed by June 30, 2025. Director Bertagna said because we were not awarded these funds until after the budget process, a supplemental budget would be needed,

Councilor Letz asked where we were with the project design. Director Bertagna replied we were currently at zero; the master planning process was not considered part of the design process. He noted that if all of the funds were not used for design, they could be rolled into construction.

Councilor Ross made a motion to approve a 2023 State Transportation Improvement Fund reimbursement agreement with Central Oregon Intergovernmental Council in an amount not to exceed \$978,750.00 for the design and construction of the Phase I East Portal Mobility

Hub Improvements and authorize the City Manager to execute the agreement. Councilor Letz seconded the motion. Preedin, Letz, Ross, and Cobb voted aye; the motion carried 4-0.

Mayor Preedin said this was an exciting project, and the previous City Manager, Cory Misley, played a significant role in this project.

C. Discussion and Consideration of a Motion to adopt the 2023 Environmental Sustainability Plan.

Project Coordinator Dumanch reviewed that updates were made to the Environmental Sustainability Plan (ESP) based on feedback received during the City Council workshop. Notable updates included revisions to greenhouse gas emissions data related to city operations, which doubled due to updated data from the Oregon Department of Environmental Quality. The Public Works Advisory Board (PWAB) also provided feedback on the Plan. They wanted to include specific dates for goals, address noise pollution, and establish sustainability standards for public events. In light of this feedback, staff was tabling the Plan to incorporate these suggested edits and updates.

Councilor Cobb asked if staff could expand on the specific changes to the public events. Project Coordinator Dumanch replied public events would be held to certain sustainability standards that have yet to be explored.

Staff would incorporate the PWAB comments and bring the Plan back to Council for approval.

7. OTHER BUSINESS

A. Staff Comments

City Manager's Office - City Manager Wheeler, Assistant City Manager Prosser

- Staff reminded the Council to be aware of ex parte communication regarding the Sisters Cold Weather Shelter application until the adoption of the written decision.
- The joint meeting with the Board of County Commissioners was scheduled for October 27th, and the joint meeting with the Planning Commission would be on October 19th.
- City Manager Wheeler met with Fire Chief Johnson and discussed wildfire resiliency and planning.
- A training would be held for staff on September 14th on de-escalation skills.

Community Development Department – Director Woodford

- The City was awarded a Housing Plan Assistance grant of \$175,000, which could be used for an Urban Growth Boundary (UGB) amendment or other projects.

- The Planning Commission held a workshop on dark skies amendments. They worked on resolving concerns related to public lighting, string lights, and non-conforming lights.
- An appeal hearing was scheduled for a code violation case at 252 S. Elm on September 27th.
- Wildfire resiliency meetings were ongoing with local agencies; discussions included the current fire season and community resilience efforts. A new employee at the fire department was focused on wildfire risk and defensible space.

Public Works – Director Bertagna

- Road construction season for 2023 was concluding, with the successful completion of projects including a slurry seal, crack seal, and a large chip seal project.
- Pavement Condition Index (PCI) had improved to 81, up from 78, and a significant improvement from 72 in 2020.
- Upcoming Sisters Folk Festival preparations were ongoing, which included road closures on Fir and Adams Streets.
- Staff had plans to address concerns regarding the McKinney Butte corridor, including working with our transportation engineer and law enforcement to ensure proper signage and safety.
- Staff would revisit the McKinney Butte corridor after the roundabout installation for further assessment as we would have three new accesses for the elementary school and considerations for bike and pedestrian safety and safe routes to school.

Finance – Director O'Neill

- Our IT contractor, Velox, would manage an upcoming server and file server migration; e-mail access would remain unchanged.
- Staff was preparing for the transition to online bill payment, including website modifications and communication with users.
- Audit fieldwork was complete.
- The City had increased its credit rating with Moody's, moving from A1 to A3, which would benefit future borrowing.
- There were ongoing recruitment efforts in the Public Works department for a utility one position, with an upcoming interview and hopes to fill the role before winter.
- The Creekside Campground Camp Host would be in place until after the Sisters Folk Festival. The campground would be open until October 31st, weather permitting.
- A new coin machine had been installed at the campground, and as a result, there was less money handling by staff.

Mayor Preedin asked about the new auditors. Director O'Neill replied they were professional, courteous, and good communicators.

8. MAYOR/COUNCILOR BUSINESS

Councilor Letz attended the first District County Bike/Pedestrian Committee meeting as a member and reviewed the upcoming annual Bike/Pedestrian summit in Sunriver on October 26, which was open to the public. She also attended the monthly superintendents' coffee, where updates were provided on the elementary school construction project, which was on budget. The District discussed partnering with Rooted Homes to provide housing for District staff in the Woodlands development.

Mayor Preedin spoke about the importance of out-of-the-box thinking and collaboration in addressing housing issues. He cited discussions with Rooted Homes as innovative partnerships that could yield positive results.

Mayor Preedin encouraged the Council to volunteer at a cleanup event on September 23rd, which would address trash on a two-acre site outside of town; approximately 20 to 30 volunteers were needed.

9. ADJOURN: 8:40 p.m.



Kerry Prosser, Recorder



Michael Preedin, Mayor