

MEMBERS PRESENT:

Michael Preedin	Mayor
Andrea Blum	Council President
Jennifer Letz	Councilor
Gary Ross	Councilor
Susan Cobb	Councilor

STAFF PRESENT:

Jordan Wheeler	City Manager
Kerry Prosser	Assistant City Manager
Joe O'Neill	Finance Director
Scott Woodford	CDD Director
Paul Bertagna	PW Director
Rebecca Green	Deputy Recorder

The meeting recording is available here:

<https://www.ci.sisters.or.us/bc-citycouncil/page/city-council-workshop-meeting-2>

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order by Mayor Preedin at 6:33 pm.

2. ROLL CALL

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

3. APPROVAL OF AGENDA

Council President Blum made a motion to approve the agenda. Councilor Cobb seconded the motion. Preedin, Blum, Letz, Ross, and Cobb voted aye; the motion carried 5-0.

4. VISITOR COMMUNICATION

Cathy Russell, Sisters, spoke on the McKinney Butte Rd Safety Improvements project, stating that something more needs to be done at the east end of the roundabout. She encouraged Council to walk the area. Russell also discussed possible measures for pedestrian safety near the Dollar Tree and the Brooks Camp intersection.

Therese Kollerer, Sisters, of the Urban Forestry Board (UFB) discussed moving forward with a Heritage Tree Program in Sisters. She noted that Council had placed this as a 2024/25 Council Goal and suggested the UFB could be instrumental in the groundwork for this. Kollerer also requested that the UFB meetings be videotaped rather than just audio recorded.

Peter Hoover, Executive Director of Habitat for Humanity, Sisters spoke about the many new Habitat homes being built in Sisters, including nine homes to be transferred ownership in the next several months, 10 homes total to be developed in the Woodlands development, two parcels upcoming in the Commons development, which is part of a 19 homes project there, and six homes to be ready by late fall this year in the Brooks Camp area.

Michael, Sisters, spoke on a variety of issues.

5. CONSENT AGENDA

- A. Minutes
 - 1. February 06, 2024 – Goal Setting
 - 2. February 14, 2024 – Regular Meeting
 - 3. February 14, 2024 – Workshop

Councilor Ross made a motion to approve the Consent Agenda. Councilor Cobb seconded the motion. Preedin, Blum, Letz, Ross, and Cobb voted aye; the motion carried 5-0.

6. COUNCIL BUSINESS

- A. **Discussion and Consideration of Resolution 2024-04: A RESOLUTION OF CITY OF SISTERS TO ADOPT FY 2024/25 COUNCIL GOALS.**

City Manager Wheeler introduced the resolution, outlining the steps taken to reach these goals and highlighting the new goals for the coming fiscal year. Council discussed adding language to the Environmental Sustainability section to read: Study options for *identifying and preserving more significant and heritage trees* and encouraging the planting of fire-resistant trees on public and private property. (additions in italics)

Council President Blum made a motion to approve Resolution 2024-04. Councilor Ross seconded the motion. Preedin, Blum, Letz, Ross, and Cobb voted aye; the motion carried 5-0.

- B. **Discussion and Consideration of a Motion to Award a Public Improvement Contract to K N L Industries, Inc. in an amount not to exceed \$268,560.00 for the 2024 Pavement Maintenance Project and authorize the City Manager to execute the contract and any necessary contract change orders and/or amendments within a contract contingency amount of 10% of the contract amount.**

Director Bertagna outlined the scope of the project, stating that the following streets would be overlaid: Arrowleaf Trail, S. Redwood St., S. Cottonwood St., S. Sparkling Water Ct., 400 lineal feet of E. Coyote Springs Rd., and S. Buckaroo Trail. He stated that the bid came under the expected costs, and therefore is asking for an additional 10% contingency to overlay a section of the Arrowleaf/McKinney Butte intersection in need of repair.

Councilor Ross made a motion to award the contract. Councilor Cobb seconded the motion. Preedin, Blum, Letz, Ross, and Cobb voted aye; the motion carried 5-0.

7. OTHER BUSINESS

- A. Fiscal Year 2023-24 Audit Report

Director O'Neill introduced the Audit Report, then turned over the discussion to the Auditors, Umpqua Valley Financials. Savannah Halter spoke to the audit on behalf of Steve Tuchscherer. Halter stated she was very pleased with the responsiveness of staff to all inquiries for information related to the audit. She was in close communication with Director O'Neill who provided same-day information for her requests. The auditors did not find any material misstatement with the City; all accounts balanced and there were no issues.

B. Staff Comments

City Manager Jordan Wheeler stated there is an Oregon Department of Transportation groundbreaking for the Locust Roundabout on March 4, 3:30-5:30 p.m. at the Sisters Elementary School. Wheeler outlined various meetings he has attended recently, including a meeting with Republic services in which Wheeler asked for more information about costs for curbside services. Wheeler informed Council that Budget Committee meetings were being set up for mid-May.

Assistant City Manager Kerry Prosser stated there was a recruitment out for one Planning Commission member and one Budget Committee member. Application deadline is March 8 with potential appointments at the March 27 meeting. Prosser announced there have been a good number of applications for the Civic Leadership Academy. The deadline to apply is also March 8.

Public Works Director Paul Bertagna stated he attended a utility relocation meeting for the roundabout and discussed some of the issues with those pipes. He stated that work on the roundabout will start next week. ODOT also has a resurfacing project on Hwy 242 starting March 11. Bertagna confirmed that water and sewer rates were expected to rise soon, adding that rates are still lower than many places.

Community Development Director Woodford stated that one proposal (MIG) came in for consultant to work on the UGB Amendment and that they have had initial discussions. The consultant will begin organizing community engagement that will likely get kicked off in the fall, as well as form a steering committee. Woodford said the Planning Commission will soon be looking at the application for zone amendment for the Tourist Commercial Zone District. The Short-Term Rental Code language is being drafted and will come to Council in March. Affordable Housing projects are underway.

8. MAYOR/COUNCILOR BUSINESS

Councilor Cobb discussed the Regional Solutions appointment process. Cobb requested that Council prioritize Council Goals in future.

Council President Blum requested information related to the China Hat Road repavement project. ACM Prosser will provide council with that information. Blum discussed a

community engagement project that would determine how we name residents of Sisters (Sisterians, Sisterite, etc). Blum discussed the first region-wide "Housing Council," a pilot group to discuss housing issues regionally.

Councilor Ross mentioned that the award of lease to Sisters Makers at 291 E. Main was a good decision. Preedin acknowledged it was a difficult process to choose amongst a group of good applicants.

Mayor Preedin discussed the Oregon Association of Mayors conference happening in July. He is helping to organize the conference and will be leading a session on UGB expansions. He will be looking to staff to help prepare materials. Preedin mentioned there is an auction at this conference to benefit smaller towns in Oregon; it's appreciated if anyone has something to contribute.

9. ADJOURN: 7:45 p.m.



Rebecca Green, Deputy Recorder



Michael Preedin, Mayor