

**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  
Paul Bertagna        PW Director  
Scott Woodford      CDD Director  
Jackson Dumanch    PW Project Coordinator  
Rebecca Green       Deputy Recorder

**GUESTS:**

Lt. Chad Davis        Deschutes County Sheriff Office  
Scott Humpert        Executive Director, Explore Sisters  
Greg Willitts         Board Chair, Explore Sisters

The meeting recording is available here:

<https://www.ci.sisters.or.us/bc-citycouncil/page/city-council-workshop-meeting-4>

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The meeting was called to order by Mayor Preedin at 7:00 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 Letz seconded the motion. Preedin, Blum, Letz, Ross, and Cobb voted aye; the motion carried 5-0.*

**4. VISITOR COMMUNICATION:** None.

**5. CONSENT AGENDA**

- A. Minutes
  - 1. April 10, 2024 – Workshop
  - 2. April 10, 2024 – Regular Meeting

*Councilor Cobb made a motion to approve the Consent Agenda. Councilor Ross 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 2024-06 –AUTHORIZING APPLICATION FOR GRANT FUNDS UNDER THE LOCAL GOVERNMENT GRANT PROGRAM ADMINISTERED BY THE OREGON PARKS AND RECREATION**

DEPARTMENT FOR DEVELOPMENT OF A MASTER PLAN FOR THE FUTURE  
NORTHWEST PARK; AUTHORIZING EXECUTION OF GRANT APPLICATION.

Project Coordinator Dumanch introduced the grant program for the future Northwest Park. He stated that the City is taking advantage of more funds available in this program than there were last year. Previous awards from this grant have funded Fir Street Park, Creekside Campground restroom, Creekside Bridge, and Village Green playground. The City is requesting the maximum amount of \$50,000 to create a refined master plan.

*Councilor Ross made a motion to approve Resolution 2024-06 authorizing application for grant funds under the local government grant program administered by the Oregon Parks and Recreation Department for development of a master plan for the future Northwest Park; authorizing execution of grant application. Councilor Cobb seconded the motion. Preedin, Blum, Letz, Ross, and Cobb voted aye; the motion carried 5-0.*

**7. OTHER BUSINESS**

**A. Deschutes County Sheriff's Office Update**

Lt. Davis announced the Community Academy May 15-16, 6-9pm at the Fire Dept Community Hall; residents can see equipment up close, understand services better, and meet both human and canine service patrol. Davis discussed the collaborative efforts between the Sheriff's department and Deschutes County Mental Health and how they work together to assist those in need. Davis stated that the Roundabout has already proved to be positive for traffic flow, and that there have been no crashes during construction.

**B. Explore Sisters Update**

Executive Director Scott Humpert and Board Chair Greg Willitts provided an annual update, including 2023 Outcomes and 2024-25 Strategic Objectives. Council discussed collaborative efforts with the Sisters Business Association, target audiences for tourism, and additional funding strategies. Humpert spoke to the use of the Explore Sisters logo, which is available for businesses to use for advertising, through a merchandising agreement. Willitts stated that the company TripAdvisor analyzes reviews and ratings to determine the Top 25 Hotels of the Year, and FivePine Lodge was #3 this year.

**C. Planning Commission Member Appointment**

Mayor Preedin appointed Daryl Tewalt to the Planning Commission for a 3-year term, expiring December 31, 2026.

**D. Staff Comments**

City Manager Wheeler announced the Arbor Day event at Creekside Park, April 26 at 10 am. The Civic Leadership Academy (CLA) continues to work on their project around community outreach and engagement and will have a report to Council in June. Wheeler toured the

airport and saw current and future plans for the site. Work around homelessness and the community process continues, including a recent meeting with Forest Supervisor Holly Dukes. Wheeler recently learned about Citizen Assemblies, a community decision-making process that the city and Citizens4Community (C4C) will further explore. The May 8 Council meeting will start at 5pm. The Budget meetings will start at 9 am on May 15.

Assistant City Manager Prosser is working with the Vision Implementation Team (VIT) to rework the memorandum of understanding (MOU) for facilitation in the coming year. The process for procuring Roundabout Art will be presented at the May 8 meeting. The entire process is expected to take one and half years, with installation occurring in Fall 2025.

Director Woodford stated the Urban Growth Boundary (UGB) amendment is progressing. Staff is working on the formation of a Steering Committee of 10-12 people, focusing on the need for members with technical background. Staff and MIG Consultants are working on finalizing land needs for the UGB, as well as developing a Storymap, which is an interactive digital illustration bringing together data with various types of media including maps and other images, video and audio. The Tourist Commercial Text Amendment was continued by the Planning Commission to the May 16 meeting. The Short-Term Rental Code update has been continued by the Planning Commission to the June 20 meeting. The Building and Hardening code will soon go to the Planning Commission. All three of these items will return to Council after Planning Commission review. Woodford announced the May 5 C4C event titled "Who Gets to Live Here?" Planning Associate Emme Shoup and Councilor Letz are amongst the panelists. The Dark Sky certification application is in process, and a committee will eventually be formed to work through the certification.

Director Bertagna stated the Roundabout construction is on schedule. Overlay projects on N. Arrowleaf, Pine Meadow Village area, and S. Buckaroo are in process. Continuing development on the East Portal design has indicated the need for an additional sewer line for the dump station, which will involve crossing Hood Avenue. This requires coordination with Oregon Department of Transportation (ODOT), as their repaving of Hwy 242 will intersect this area at the end of June. The Urban Forestry Board is working on a Heritage Tree Program, including a nomination form and recording instrument. Once finalized, the program guidelines will be brought to Council for review. The Westside Pump Station project has begun; this is a new regional pump station on Pine Street between the forest service and Woodlands properties. The pump station intercepts the line that serves the areas including the high school and the commercial areas that house both Ray's and Bimart shopping centers. It then connects through other lines that flow into the treatment plant south of town.

**8. MAYOR/COUNCILOR BUSINESS**

Councilor Cobb spoke to an offer by League of Oregon Cities to host one of their quarterly Small City Region 9 – Central Oregon meetings in Sisters. Region 9 includes small cities (under 7,500) in four counties: Deschutes, Crook, Wheeler, and Jefferson. Council discussed whether Sisters was too far on the edge of Region 9 to accommodate small cities further away, and which date might work best. Council and staff will continue to consider it.

Councilor Letz discussed the Vision Implementation Team’s progress on the availability of childcare, primarily for children aged 0-3. Letz spoke to the school district’s Rooted Homes project at the Woodlands property. The investment for teacher housing resulted in the award of one property; additional properties were not awarded due to interest rate increases. Letz was approached by a business owner about potential counter-productive zoning in code, and the need to continuously update code. Letz spoke to the importance of inviting local organizations to Council workshops to understand better who is working in the community and to discuss needs and barriers.

Mayor Preedin will be attending the Oregon Mayor’s Association conference on April 25-26. Preedin stated that he receives positive feedback from the community about Planning Associate Emme Shoup. He pointed out that she does very good work for the city and is well-known in the community.

**9. ADJOURN: 8:24 p.m.**



Rebecca Green, Deputy Recorder



Michael Preedin, Mayor