



CITY COUNCIL **Agenda**

520 E. Cascade Avenue - PO Box 39 - Sisters, Or 97759 | ph.: (541) 549-6022 | www.ci.sisters.or.us

Wednesday, July 22, 2020

520 E. Cascade Avenue, Sisters, OR 97759 - Council Chambers

The meeting will be accessible to the public via teleconference. Please use the following phone number to listen to the meeting: **1-844-802-5555** Access Code: **399434**

5:30 P.M. WORKSHOP

1. Update on East Portal Intergovernmental Agreement with ODOT- C. Misley
2. Review Draft Boards & Commission Resolutions and Ordinance- K. Prosser
3. Review League of Oregon Cities Legislative Agenda- C. Misley
4. Other Business-*Staff/Council*

6:30 P.M. CITY COUNCIL REGULAR MEETING

I CALL TO ORDER/PLEDGE OF ALLEGIANCE

II ROLL CALL

III APPROVAL OF AGENDA

- IV VISITOR COMMUNICATION-** There will be no verbal Visitor Communication. Written communication can be submitted for the record to kprosser@ci.sisters.or.us or dropped in the utility mail drop by 4:00 pm on Wednesday, July 22, 2020.

V CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Sisters City Council for reading and study, are routine and will be enacted by one motion of the Council with no separate discussions. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

A. Minutes

1. May 27, 2020 -Workshop
2. June 01, 2020-Budget
3. June 02, 2020-Budget
4. June 10, 2020-Regular
5. June 24, 2020- Regular
6. June 24, 2020- Workshop

- B. Bills to Approve
 - 1. July 17, 2020- Accounts Payable
- C. Approve a Letter of Support for a Deschutes County Application for a Transportation and Growth Management Grant to Identify future trails for the Deschutes County Transportation System Plan map.

VI COUNCIL BUSINESS

- A. **Discussion and Consideration of Resolution 2020-21:** A RESOLUTION OF CITY OF SISTERS DESIGNATING THE GREATER REDMOND ENTERPRISE ZONE BE DESIGNATED FOR ELECTRONIC COMMERCE- *C. Lewis*
- B. **Public Hearing and Consideration of Resolution 2020-22:** A RESOLUTION OF THE CITY OF SISTERS ADOPTING CHANGES TO THE MASTER FEE SCHEDULE – *C. Misley*
- C. **Discussion and Consideration of a Motion** to Adopt the Fiscal Year 2020-2023 Sisters Country Economic Development Strategic Plan- *C. Lewis*

VII OTHER BUSINESS

- A. Staff Comments

VIII MAYOR/COUNCILOR BUSINESS

IX ADJOURN

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the above referenced meeting; however, the agenda does not limit the ability of the Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice.

This meeting is open to the public and interested citizens are invited to attend. This is an open meeting under Oregon Revised Statutes, not a community forum; audience participation is at the discretion of the Council. The meeting may be audiotaped. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made to the City Recorder at least forty-eight (48) hours in advance of the meeting.

Executive Sessions are not open to the public; however, members of the press are invited to attend.

The City of Sisters is an Equal Opportunity Provider



Agenda Item Summary

Meeting Date: July 22, 2020

Staff: C. Misley

Type: Workshop

Dept: CMO

Subject: Draft Intergovernmental Agreement (IGA) with Oregon Department of Transportation (ODOT) for East Portal Acquisition from the Forest Service (FS)

Action Requested: Direction to proceed with refining the draft IGA and co-lead partnership with ODOT to acquire East Portal and to use a portion of the property for development of a multi-modal transportation mobility hub.

Summary Points:

It has long been a top priority for the City to play a role in the facilitation of the development of the Forest Service Property and the City has done that to a large degree over the past couple of years. As we know, significant activity has occurred on the four parcels that make up that Property. One (north parcel) has been sold to a developer and is working through a rezone application with the City to become Light Industrial. One (middle parcel) is under contract with a developer to purchase and pursue residential and mixed-use development. One (FS parcel) is being retained for the construction of the new FS Ranger Station. That leaves East Portal as the final parcel lacking a clear future.

For over a year, the City has been in exploratory conversations with ODOT regarding a partnership to acquire East Portal. As seen in the property exhibit of East Portal, a significant portion of that property is existing highway facilities and ODOT has a strategic interest in owning those specific portions of the parcel. The City has a strategic interest in shaping the future development of the remaining parcel to meet community needs. There are already existing community amenities, including a natural history and interpretive area, labyrinth, restrooms, open space, and overall, the parcel serves as a gateway to Sisters and Central Oregon. At the same time, it is underutilized and ways to expand and enhance its uses in line with its current composition should be explored.

In talks with Cascade East Transit (CET) the public transportation provider in Central Oregon and ODOT, City staff have identified the value of siting a “mobility hub” in Sisters to serve our community, west Deschutes County, travel between regions, and the state highway system. Generally, a mobility hub “provides a focal point in the transportation network that seamlessly integrates different modes of transportation, multi-modal supportive infrastructure, and place-making strategies to create activity centers that maximize first-mile last mile connectivity.”¹ A multitude of amenities could be layered into the property along those lines. Ultimately, a partnership between the City and ODOT, working closely

¹ <http://www.urbandesignla.com/resources/docs/MobilityHubsReadersGuide/10/MobilityHubsReadersGuide.pdf>



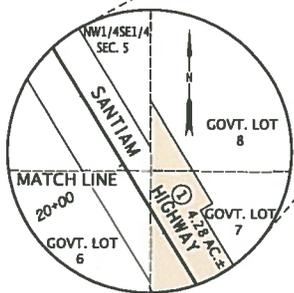
with CET, would undertake a master planning process to best prioritize and design the facilities. Undertaking a project like this will require many years of planning and project development, funding acquisition, and project construction.

The first step in this process is acknowledging the value-add of a mobility hub in Sisters for the future of our community and the partnerships with ODOT and CET to make it a reality. The next step is advancing this IGA with ODOT and formalizing the initial offer for acquisition from the FS. We do not know what the response from the FS will be, but we will never know unless we submit an initial offer. Ultimately, there is an opportunity for a win/win/win for the City, ODOT, and FS to work towards a sale of East Portal and development along the conceptual lines outlined above. This is an opportunity for the City to initiate the final piece of working to facilitate the development of the FS property while leveraging strategic partnerships and delivering critical amenities to Sisters Country.

Attachments: Draft IGA with ODOT for East Portal Acquisition from the FS

GOVERNMENT LOTS 6, 7 AND 8, SEC. 5, T. 15S, R. 10E, W.M.

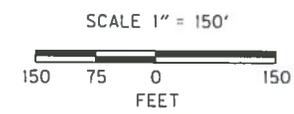
DRAWING 1R-4-1308



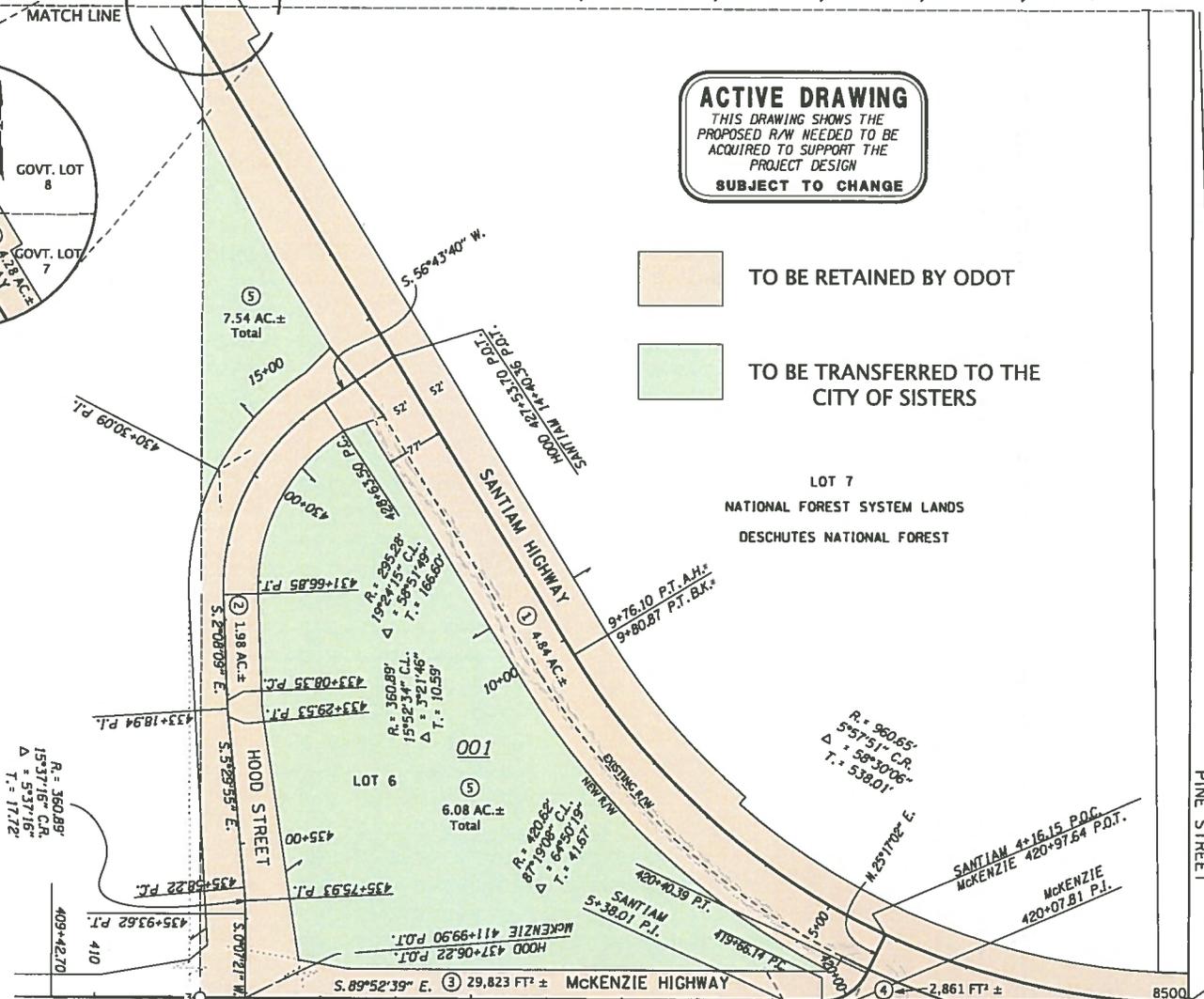
ACTIVE DRAWING
 THIS DRAWING SHOWS THE
 PROPOSED R/W NEEDED TO BE
 ACQUIRED TO SUPPORT THE
 PROJECT DESIGN
SUBJECT TO CHANGE

TO BE RETAINED BY ODOT

TO BE TRANSFERRED TO THE CITY OF SISTERS



LOT 7
 NATIONAL FOREST SYSTEM LANDS
 DESCHUTES NATIONAL FOREST



3
 East 1/16 Of Sections
 5 & 8
 Found 1/2" Iron Rod
 In Monument Box
 N. 289,806.23
 E. 181,590.18
 Found Per CS 15148

8500
 SE Cor Section 5
 Found Corroded
 3" Aluminum Cap
 In Monument Box
 N. 289,803.42
 E. 182,903.10
 Land Corner
 Monumentation
 Record # 280

<p>RIGHT OF WAY DRAWING</p>	Section	Sisters East Portal	CAD File Name	16239rw.dgn	REVISION HISTORY		
	Highway	Santiam	Scale	1" = 150'	DATE	NAME	DESCRIPTION
	County	Deschutes	Date	JULY, 2020			
	Purpose	R/W Map	Proj. No.	9498			

INTERGOVERNMENTAL AGREEMENT
Sisters East Portal Acquisition
City of Sisters

THIS AGREEMENT is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State;" and the CITY OF SISTERS, acting by and through its elected officials, hereinafter referred to as "Agency," both herein referred to individually or collectively as "Party" or "Parties."

RECITALS

1. By the authority granted in Oregon Revised Statute (ORS) 190.110, state agencies may enter into agreements with units of local government for the performance of any or all functions and activities that a party to the agreement, its officers, or agents have the authority to perform.
2. By the authority granted in ORS 366.425, State may accept deposits of money or an irrevocable letter of credit from any county, city, road district, person, firm, or corporation for the performance of work on any public highway within the State. When said money or a letter of credit is deposited, State shall proceed with the Project. Money so deposited shall be disbursed for the purpose for which it was deposited.
3. The Santiam Highway, US Route 20, Highway No. 016 and the McKenzie Highway, Oregon Route 242, Highway No. 015, are under the jurisdiction and control of the Oregon Transportation Commission (OTC). US Route 20 within the Sisters city limits is also known as Cascade Street.
4. Hood Street is a part of the city street system under the jurisdiction and control of the City.
5. The Parties wish to enter into an Agreement to define the roles and responsibilities of each Party in the acquisition and disposition of a section of property at the east end of the city of Sisters bordered by US20, OR242 and Hood Street and currently owned by the United States Forest Service (USFS).

NOW THEREFORE, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

TERMS OF AGREEMENT

1. Under such authority, State and Agency agree to work collaboratively to acquire and allocate between themselves a section of property located at the east end of the city, owned by the USFS and identified as "Government Lots 6, 7, and 8, SEC. 5, T. 15S, R. 10E, W.M." ("Property Parcel"), hereinafter referred to as "Project." The location of the Project and the agreed-upon allocation of property between State and Agency is

City of Sisters/ODOT
Agreement No.

as shown on the sketch map attached hereto, marked Exhibit A, and by this reference made a part hereof.

2. The Project will be financed at an estimated cost of \$XXX,XXX in State and Agency funds. The estimate for the total Project is subject to change. Any costs above the estimate shall be apportioned between the Parties as described in Terms of Agreement, Paragraph 3 below.
3. State agrees to acquire the Property Parcel referenced above from the USFS on behalf of the Parties subject to the following term and conditions.
 - a. The Parties agree Property Parcel may be portioned between the Parties and to assign a relative value to each parcel.
 - b. State's total share of the Project cost shall be \$XXX,XXX.
 - c. Agency's total share of the Project cost shall be \$XXX,XXX and may be paid as follows:
 - i. In the form of an advance deposit or irrevocable letter of credit.
 - ii. In lieu of a cash payment and subject to the approval of both parties, Agency may offer to State Agency owned property. Said property shall appraised by an independent assessor to determine the fair market value or;
 - iii. In lieu of an all cash payment and subject to the approval by both Parties, Agency may offer to State, Agency owned property in combination with a partial cash payment that equals the Agency's total share amount.
 - d. In the event that the actual cost exceeds the estimated total, the additional costs shall be apportioned at a percentage equal the relative value of each Party's property parcel.

4. **Americans with Disabilities Act Compliance**

- a. When the Project scope includes work on sidewalks, curb ramps, or pedestrian-activated signals or triggers an obligation to address curb ramps or pedestrian signals, the Parties shall:
 - i. Utilize ODOT standards to assess and ensure Project compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as amended (together, "ADA"), including ensuring that all sidewalks, curb ramps, and pedestrian-activated signals meet current ODOT Highway Design Manual standards;

- ii. Follow ODOT's processes for design, construction, or alteration of sidewalks, curb ramps, and pedestrian-activated signals, including using the ODOT Highway Design Manual, ODOT Design Exception process, ODOT Standard Drawings, ODOT Construction Specifications, providing a temporary pedestrian accessible route plan and current ODOT Curb Ramp Inspection form;
 - iii. At Project completion, send a completed ODOT Curb Ramp Inspection Form 734-5020 to the address on the form as well as to State's Project Manager for each curb ramp constructed or altered as part of the Project. The completed form is the documentation required to show that each curb ramp meets ODOT standards and is ADA compliant. ODOT's fillable Curb Ramp Inspection Form and instructions are available at the following address:
 - b. Agency shall ensure that any portions of the Project under Agency's maintenance jurisdiction are maintained in compliance with the ADA throughout the useful life of the Project. This includes, but is not limited to, Agency ensuring that:
 - i. Pedestrian access is maintained as required by the ADA,
 - ii. Any complaints received by Agency identifying sidewalk, curb ramp, or pedestrian-activated signal safety or access issues are promptly evaluated and addressed;
 - iii. Agency, or abutting property owner, pursuant to local code provisions, performs any repair or removal of obstructions needed to maintain the facility in compliance with the ADA requirements that were in effect at the time the facility was constructed or altered,
 - iv. Any future alteration work on Project or Project features during the useful life of the Project complies with the ADA requirements in effect at the time the future alteration work is performed, and
 - v. Applicable permitting and regulatory actions are consistent with ADA requirements.
 - c. Maintenance obligations in this section shall survive termination of this Agreement.
- 3. This Agreement shall become effective on the date all required signatures are obtained and shall remain in effect for the purpose of ongoing maintenance (and power if applicable) responsibilities for the useful life of the facilities constructed as part of the Project. The useful life is defined as twenty (20) calendar years. The Project shall be completed within ten (10) calendar years following the date of final execution of this Agreement by both Parties.

AGENCY OBLIGATIONS

1. Contingent upon Terms of Agreement, Paragraph 3 above, Agency shall upon receipt of a fully executed copy of this Agreement, and upon a subsequent letter of request from State, forward to State an advance deposit or irrevocable letter of credit in the amount of \$XXX,XXX for the Project, said amount being equal to the estimated total cost for the work performed by State at Agency's request under State Obligations, Paragraph 1.
2. Agency agrees to develop the Agency's allocation of the East Portal Property as a multimodal transportation hub into Sisters and Central Oregon. The Property will retain the park-like feel of the site while adding a new transit hub to support local and intercity transit services in Deschutes County and regionally. With this approach, Agency anticipates dedicating at least 50% of the site to transportation-related uses. The site will remain in public use and will not include commercial uses. In coordination with State, Deschutes County, and Cascade East Transit, Agency intends to pursue Statewide Transportation Improvement Fund (STIF) Fiscal Year (FY) 2021-23 funding to complete a masterplan for integration of multimodal features into the site. Subsequently, Agency intends to pursue transit funding to implement the improvements. Funding sources include FY 2022-24 5310 discretionary funds and FY 2023-25 STIF funds. The costs of designing, constructing, operating, and maintaining non-transportation infrastructure at the sit will not be covered with State transit funds.
3. Agency grants State the right to enter onto Agency property for the performance of State's duties as set forth in this Agreement.
4. Agency agrees State will perform all right of way functions and shall enter into a separate Right of Way Services Agreement between Agency and State Right of Way, referencing this Agreement number.
5. Upon completion of the Project, State shall transfer by deed, and Agency shall accept, the Agency's allocation of the property acquired by the State. The conveyance from State to Agency shall be free of costs or fees. Any property being conveyed shall be vested in Agency only so long as used for public transportation purposes. If said property is no longer used for public transportation purposes, it shall automatically revert to State.
6. Agency shall comply with all federal, state, and local laws, regulations, executive orders and ordinances applicable to the work under this Agreement, including, without limitation, the provisions of ORS 279B.220, 279B.225, 279B.230, 279B.235 and 279B.270 incorporated herein by reference and made a part hereof. Without limiting the generality of the foregoing, Agency expressly agrees to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Title V and Section 504 of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659A.142; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

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7. Agency certifies and represents that the individual(s) signing this Agreement has been authorized to enter into and execute this Agreement on behalf of Agency, under the direction or approval of its governing body, commission, board, officers, members or representatives, and to legally bind Agency.
8. Agency's Project Manager for this Project is Cory Misley – City Manager, 520 E. Cascade Ave, Sisters, OR 97759, (541) 280-7722, cmisley@ci.sisters.or.us, or assigned designee upon individual's absence. Agency shall notify the other Party in writing of any contact information changes during the term of this Agreement.

STATE OBLIGATIONS

1. State agrees to acquire the Property Parcel on behalf of the Parties subject to the terms and conditions described in Terms of Agreement, Paragraphs 2 and 3.
2. State certifies, at the time this Agreement is executed, that sufficient funds are available and authorized for expenditure to finance costs of this Agreement within State's current appropriation or limitation of the current biennial budget.
3. State's Project Manager for this Project is TBD, 63055 N. Hwy 97, Bldg M, Bend, OR 97703, or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.

GENERAL PROVISIONS

1. This Agreement may be terminated by mutual written consent of both Parties.
2. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:
 - a. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
 - b. If Agency fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within ten (10) days or such longer period as State may authorize.
 - c. If Agency fails to provide payment of its share of the cost of the Project.
 - d. If State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.

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- e. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or State is prohibited from paying for such work from the planned funding source.
3. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.
4. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Agency with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.
5. With respect to a Third Party Claim for which State is jointly liable with Agency (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Agency in such proportion as is appropriate to reflect the relative fault of State on the one hand and of Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Agency on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.
6. With respect to a Third Party Claim for which Agency is jointly liable with State (or would be if joined in the Third Party Claim), Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Agency on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Agency on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Agency's contribution amount in any instance is capped to the same extent it would

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have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

7. The Parties shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.
8. This Agreement may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
9. This Agreement and attached exhibits constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

SIGNATURE PAGE FOLLOWS

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CITY OF SISTERS, by and through its
elected officials

By _____
Mayor

Date _____

By _____

Date _____

**LEGAL REVIEW APPROVAL (If required
in Agency's process)**

By _____
Agency's Counsel

Date _____

Agency Contact:

Corey Misley – City Manager
520 E. Cascade Ave
Sisters, OR 97759
(541) 280-7722
cmisley@ci.sisters.or.us

State Contact:

TBD
63055 N. Hwy 97, Bldg M
Bend, OR 97703

STATE OF OREGON, by and through
its Department of Transportation

By _____
Region 4 Manager

Date _____

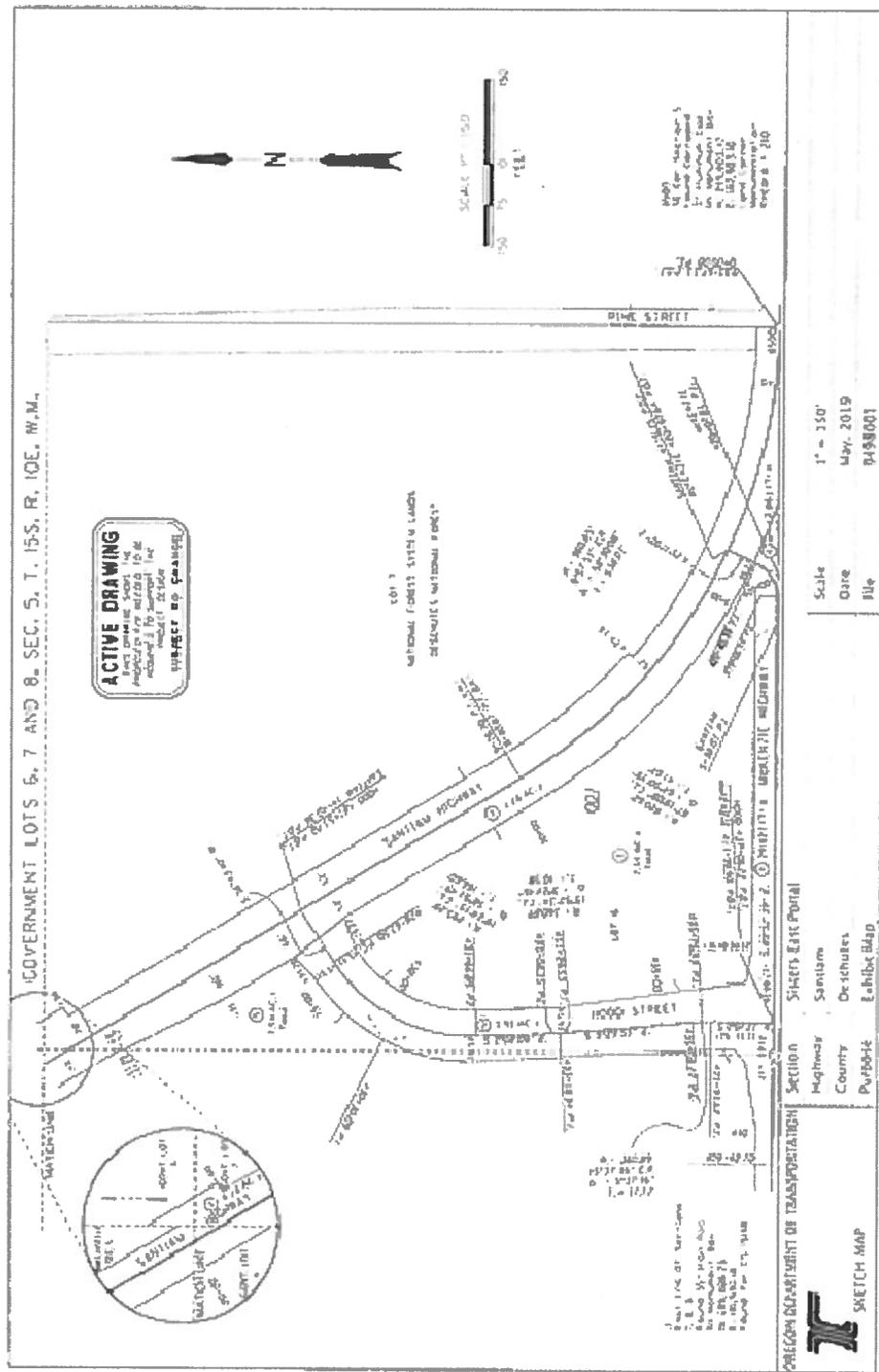
APPROVAL RECOMMENDED

By _____
State Traffic Engineer

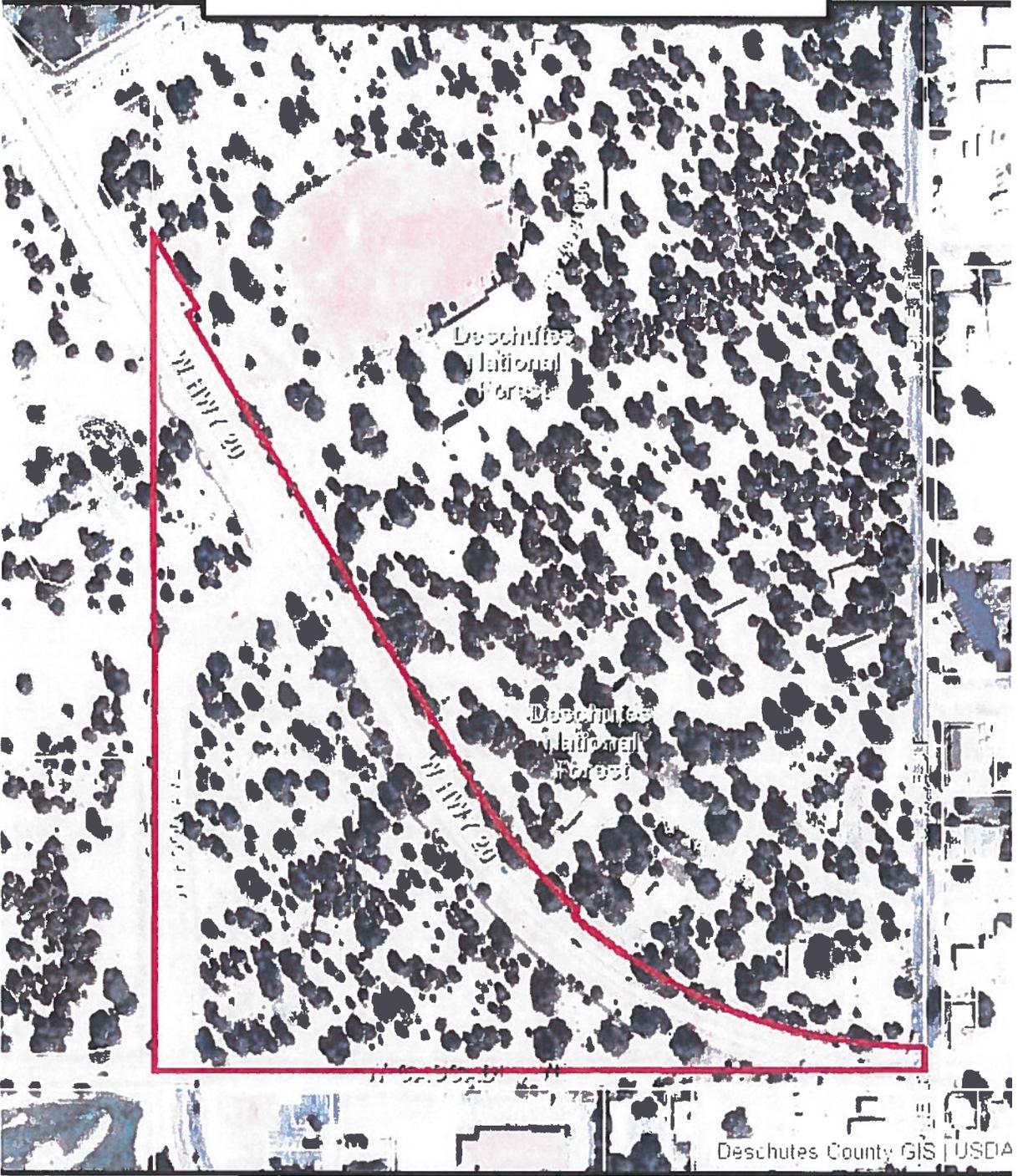
Date _____

EXHIBIT A Approximate Project

Location



Subject Aerial Photograph





Agenda Item Summary

Meeting Date: July 22, 2020

Staff: K. Prosser

Type: Workshop

Dept: CMO

Subject: Boards & Commission Recruitment & Appointment Process

Action Requested: Review Boards and Commission Resolutions and provide direction to staff on moving forward with the Ordinance and Resolutions.

Summary Points:

Over the past year City staff has been looking at streamlining the recruitment and appointment time frame for all boards and committees into once a year.

Moving this process forward entails Council adoption of an ordinance that repeals the current code provisions establishing certain city commissions and committees (e.g., Chapters 2.33 and 2.50). The ordinance will also contain an “authorization” provision. The provision will specify that after the effective date of the ordinance council will establish committees by resolution and that the resolutions will contain provisions addressing, membership, terms, duration, and the purpose.

After the effective date of the ordinance, city boards and commissions will be established by resolution. For consistency purposes, staff has prepared resolutions that contains several typical provisions applicable to committees, including, voting, membership composition, member duties, duration, responsibilities, and terms. Each resolution has been modified to reflect the specific features of each committee (e.g., the number of members on the committee).

Staff is also proposing a new board, the Public Works Advisory Board (PWAB). The PWAB would meet quarterly to provide advice on general public works related matters within the City. They would also review proposed sewer, water, storm water, street, sidewalk, bikeway and pedestrian projects and assist with prioritizing street construction, public works projects and/or recommend capital improvement projects.

Tentative board recruitment and appointment timeline:

- September-October: Accepting applications
- November: Interviews
- December: Appointment
- January: New terms begin at the first meeting



Beginning in the fall of 2020 staff would begin taking applications for all open and expiring positions for the remainder of 2020. The newly appointed positions would have an effective start date of January 2021. Moving forward all expiring positions would be filled on this timeline. Any vacancies that may arise during an appointed term will be filled by application and interview process with the appointment lasting until end of the original term.

Attachments: Draft Ordinance

Draft Resolutions for:

- Urban Forestry Board
- City Parks Advisory Board
- Housing Policy Advisory Board
- Planning Commission
- Public Works Advisory Board (New)

ORDINANCE NO. __

AN ORDINANCE OF CITY OF SISTERS AMENDING TITLE 2 OF THE SISTERS MUNICIPAL CODE CONCERNING THE FORMATION, OPERATION, AND PROCEDURES FOR COMMITTEES, COMMISSIONS, AND ADVISORY BOARDS.

WHEREAS, City of Sisters (“City”) has all powers that the constitutions, statutes, and common law of the United States and Oregon expressly or impliedly grant or allow City; and

WHEREAS, Title 2 of the Sisters Municipal Code (the “Code”) contains certain regulations regarding administration and personnel; and

WHEREAS, certain chapters contained in Title 2 establish and govern City committees, commissions, and advisory boards, including, without limitation, Chapters 2.33, 2.50, 2.55, 2.60, 2.72, and 2.85; and

WHEREAS, City has determined that many provisions contained in the aforementioned chapters, including, without limitations, provisions governing membership terms and appointment, are inconsistent, outdated, and/or difficult to efficiently and effectively administer; and

WHEREAS, City finds it necessary and appropriate to amend certain provisions in Title 2 to ensure consistency in the creation, operation, and administration of City committees, commissions, and boards; and

WHEREAS, City desires to adopt this Ordinance No. _____ (this “Ordinance”) to amend and update certain provisions of Title 2 of the Code.

NOW, THEREFORE, the City of Sisters ordains as follows:

1. Findings. The above-stated findings are hereby adopted.
2. Amendment No. 1. A new section is hereby added to Chapter 2.10 of the Code to read in its entirety as follows:

“2.10.090 Committees, Commissions, and Advisory Boards.

(1) Subject to applicable law, the council may, by resolution, establish such committees, commissions, and/or advisory boards as the council determines necessary and appropriate from time to time. A resolution establishing a committee, commission, or advisory board will contain provisions governing the formation and operation of such committee, commission, and/or advisory board, including, without limitation, provisions concerning (a) authority, duties, and responsibilities, (b) purpose, (c) membership, (d) decision-making, and (e) such provisions as the council determines necessary and/or appropriate.

(2) Unless explicitly authorized by statute, ordinance, or other formal action of the council, the authority of any committee, commission, and/or advisory board is limited to making recommendations to the council on matters germane to the committee, commission, and/or advisory board, including, without limitation, planning and execution of council goals related to

the subject area of the committee, commission, or board, or matters referred by the council within the scope of the committee's, commission's, or advisory board's purpose. Without otherwise limiting the generality of the immediately preceding sentence, the decision-making authority of advisory boards, committees, and commissions is limited to the authority expressly granted by statute and/or city ordinance."

3. Amendment No. 2. Chapter 2.65 of the Code is amended and restated in its entirety as follows:

2.65.010 Creation.

There is created a city planning commission for the city of Sisters, Oregon."

2.65.020 Governance.

Subject to applicable law, the council may, by resolution, prescribe such provisions necessary for the operation of the planning commission, including, without limitation, provisions concerning (a) authority, duties, and responsibilities, (b) purpose, (c) membership, (d) officers, and (e) such other provisions as the council determines necessary and/or appropriate."

4. Repeal.

4.1 Youth Advisory Council. Chapter 2.33 of the Code, enacted by Ordinance No. 426, is hereby repealed in its entirety and will be of no further force and effect.

4.2 City Parks Advisory Board. Chapter 2.50 of the Code, enacted by Ordinance No. 409, as amended by Ordinance No. 429, is hereby repealed in its entirety and will be of no further force and effect.

4.3 Public Library Board. Chapter 2.55 of the Code, enacted by Ordinance No. 80, is hereby repealed in its entirety and will be of no further force and effect.

4.4 Committee for Citizen Involvement. Chapter 2.60, enacted by Ordinance No. 374, as amended by Ordinance No. 386, is hereby repealed in its entirety and will be of no further force and effect.

4.5 Urban Forestry Board. Chapter 2.72 of the Code, enacted by Ordinance No. 451, is hereby repealed in its entirety and will be of no further force and effect.

4.6 City Housing Policy Advisory Board. Chapter 2.85 of the Code, enacted by Ordinance No. 469, is hereby repealed in its entirety and will be of no further force and effect.

5. Effect of Amendments. Those provisions of Title 2 not affected, modified, and/or amended by this Ordinance remain in full force and effect. This Ordinance does not relieve any person of any obligations that may have accrued under Title 2 as it existed prior to the effective date of this Ordinance. City may continue the enforcement, prosecution, conviction, and/or punishment of any person who has or will violate the provisions of Title 2 as it exists prior to the effective date of this Ordinance. City staff and/or its designee may renumber, format, and make other edits necessary to codify the amendments into the Code.

6. Severability; Corrections. All pronouns contained in this Ordinance and any variations thereof will be deemed to refer to the masculine, feminine, or neutral, singular or plural, as the identity of the parties may require. The singular includes the plural and the plural includes the singular. The word "or" is not exclusive. The words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. If any section, subsection, sentence, clause, and/or portion of this Ordinance is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this Ordinance. This Ordinance may be corrected by order of the council to cure editorial and/or clerical errors.

This Ordinance was PASSED and ADOPTED by the Sisters City Council by a vote of __ for and __ against and APPROVED by the mayor on _____, 2020.

Chuck Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder

RESOLUTION NO. _____

A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE URBAN FORESTRY BOARD.

WHEREAS, the Sisters City Council (the "Council") recognizes the importance of citizen input, guidance, and participation on policies, procedures, and practices concerning matters affecting the Sisters community and its citizens; and

WHEREAS, City of Sisters ("City") will benefit from having a community advisory Board that works with the Council, staff, and other citizen advisory boards, commissions, and committees, as appropriate, to provide guidance for the management of the urban forest, including all trees located within public rights-of-way, parks and public places owned or controlled by the City and providing recommendations to staff regarding City ordinances and Codes involving trees.

NOW, THEREFORE, the City of Sisters resolves as follows:

1. Creation; Membership. The Urban Forestry Board (the "Board") is hereby established. The Board will operate subject to, and in accordance with, this Resolution. The Board will have five members. Members will be appointed by the Mayor, subject to Council approval and will consist of the following individuals: (a) one representative of the land development community; (b) one representative of the green industry; (c) one representative with knowledge of urban forestry or arboriculture practices; (d) one representative of the Sisters business community; (e) one citizen with an interest in urban forestry and/or arboriculture; (f) May have a Council representative to the board, who shall be a nonvoting members; (g) Not more than two (2) members of the Board may be non-residents of the City of Sisters. Any nonresident Board member must reside within the Sisters School District boundaries. Members will receive no compensation but will be reimbursed for expenses authorized by the Council. If the Council is unable to fill the Board membership with individuals meeting the classifications described above after the exercise of reasonable efforts, the Council may appoint individuals to the Board to fill the unfilled membership classification(s) even though such individuals may not meet the unfilled membership classification(s).

2. Terms of Office; Vacancy. Except for the Board members in office as of the effective date of this resolution, each member will be appointed for a term of three years, or until their respective successors are appointed and qualified. Terms will commence on January 1 and end on December 31. Any vacancy in the Board will be filled by the Mayor subject to Council approval for the unexpired term of the predecessor in office. Terms of Board members appointed to the Board as of the Effective Date are deemed to be extended to December 31 of the year in which each member's term is set to expire.

3. Removal of Board Members. Notwithstanding anything contained in this Resolution to the contrary, a member may be removed by the Council for any of the following reasons: (a) three or more unexcused absences from regular Board meetings annually; (b) commission of a felony; and/or (c) any other acts of misconduct or nonperformance that is contrary to the objectives and purpose of the Board.

4. Board Duties. The Board will act as an advisory body to the Council. To this end, and except as otherwise provided or directed by the Council from time to time, the Board may have the following advisory duties and responsibilities: (a) serve as an advisory body to the Council concerning all matters affecting the management of the urban forest; (b) Develop and/or update an Urban Forest

Management Plan; (c) Develop specifications and standards for activities affecting trees located on city property and public rights-of-way, called Urban Forestry Standards and Specifications, involving the planting, maintenance, protection and removal of trees within the City of Sisters Public Works Construction Standards and Development Code; (d) Develop criteria for the City Forester to apply in making decisions entrusted to his/her discretion. Review the recommendations of the City Forester regarding forestry management when appropriate; Promote the planting and proper maintenance of trees and promote a healthy urban and community forest through leadership, education, awareness and advocacy; (e) Obtain and promote the annual Tree City USA and Growth Award designations by the National Arbor Day Foundation and the annual celebration of Arbor Day; (f) Review City initiated land use applications to ensure compliance with Sisters' City Code provisions concerning trees located on city property or public rights-of-way; and, (g) Review and recommend a contracted City Forester to the City Council. The Board will review urban forest related issues that have been referred to the Board by the Council and/or staff from time to time and will make recommendations on these issues.

5. Member Responsibilities. In addition to any other duties or responsibilities assigned to the members under this Resolution, each member must regularly attend Board meetings and must notify the chair when he or she will be unable to attend a Board meeting. In addition, if requested by the Council, one or more members will be required to attend any Council meeting during which Board-related business is discussed. When possible, Board recommendations will be made to the Council in writing.

6. Election of Officers. The Board will, at its first meeting of each odd numbered calendar year, elect a chair and vice-chair. Subject to the terms of this Resolution, the chair and vice-chair will hold office for a period of two years. Should the office of chair and/or vice-chair become vacant, the Board will elect a successor from its members at the next regular meeting and such election will be for the unexpired term of such office. The chair and vice-chair may be removed from office at any time by the Board.

7. Chair and Vice-Chair Duties. The chair will call Board meetings, preside at all meetings, and sign all correspondence on behalf of the Board. The vice-chair will perform the duties of the chair in the absence of the chair and such other duties as may be assigned by the chair from time to time. In the absence of the chair and vice-chair, the Board will elect a temporary chair for the particular meeting in question.

8. Minutes; Reports. A City staff member (designated by City) will keep an accurate record of all Board proceedings, including written minutes or recordings of all meetings. A copy of each meeting minutes will be delivered to the city recorder for filing. Board minutes are a public record available for public inspection. At the request of the Council, the Board will prepare and deliver to the Council a written report summarizing all Board activities, actions, and matters before the Board (and any other information requested by the Council).

9. Staff to the Board. The public works director, city attorney, and other City staff requested by the Board from time-to-time will support the work of the Board. The city attorney will act as the Board's legal advisor in the conduct of all hearings and matters. Notwithstanding anything contained in this Resolution to the contrary, the Board must obtain the consent of the city manager prior to requesting the assistance of the city attorney and/or other City staff.

10. Board Meetings. The Board will hold at least one regularly scheduled meeting every

other month unless canceled at the direction of the public works director or the chair due to lack of Board business or other reason. In addition to the regular meetings, the Board will meet at such other times, dates, and places as may be deemed necessary or appropriate to carry out Board business. Special meetings may be called by the chair, the public works director, and/or the Council by giving at least twenty-four (24) hours' prior notice subject to and in accordance with Oregon's Public Meetings Laws. All meetings of the Board will be held subject to and in accordance with applicable Oregon law.

11. Quorum; Voting. A majority of the members constitute a quorum. A majority vote of a quorum is necessary to act on any matter before the Board.

12. Conflict of Interest Activities. A member will not participate in any Board proceeding or action in which any of the following has a direct or substantial financial interest: (a) the member or the spouse, brother, sister, child, parent, father-in-law, mother-in-law of the member; (b) any business in which the member is then serving or has served within the previous two years; or (c) any business for which the member is negotiating or for which the member has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflict of interest will be disclosed at the meeting of the Board where the action or proceeding is being taken.

13. Authority; Expenditures. The Board will operate at the direction of the Council and in conformance with, and subject to, this Resolution, Oregon law (including, without limitation, Oregon's Public Meetings Law), and all City rules, procedures, resolutions, and ordinances now in force and/or which may hereafter be created, amended, modified, enacted, and/or promulgated. The Board has no authority to bind City or represent to any person that the Board may bind City. The Board has no authority to make expenditures on behalf of City, or to obligate City for payment of any sums of money, unless and until the Council has authorized such expenditures by appropriate ordinance or resolution (which ordinance or resolution will provide the administrative method by which funds will be drawn and expended).

14. Miscellaneous. For purposes of this Resolution, the singular includes the plural and the plural includes the singular; the word "or" is not exclusive and the words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution. This Resolution will be in full force and effect from and after its approval and adoption. This Resolution may be corrected by order of the council to cure editorial and/or clerical errors.

APPROVED, ADOPTED, AND MADE EFFECTIVE by the City Council of City of Sisters and signed by the mayor on this __ day of _____, 20__.

Chuck Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder

DRAFT

RESOLUTION NO. _____

A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE CITY PARKS ADVISORY BOARD.

WHEREAS, the Sisters City Council (the “Council”) recognizes the importance of citizen input, guidance, and participation on policies, procedures, and practices concerning matters affecting the Sisters community and its citizens; and

WHEREAS, City of Sisters (“City”) will benefit from having a community advisory Board that works with the Council, staff, and other citizen advisory boards, commissions, and committees, as appropriate, to provide guidance to the City Council on matters pertaining to the acquisition, development, maintenance and preservation of public parks, trails and open space areas.

NOW, THEREFORE, the City of Sisters resolves as follows:

1. Creation; Membership. The City Parks Advisory Board (the “Board”) is established. The Board will operate subject to, and in accordance with, this Resolution. The Board will have seven (7) members. Members will be appointed by the Mayor subject to Council approval and will consist of the following individuals: (a) Not more than two (2) members of the City Park Advisory Board may be non-residents of the City of Sisters. Any nonresident City Park Advisory Board member must reside within the Sisters School District boundaries; (b) A representative from Sisters Park and Recreation District (SPRD) shall be one of the seven members and would not count towards the non-resident limit; and (c) May have a Council representative to the board, who shall be a nonvoting member. Members will receive no compensation but will be reimbursed for expenses authorized by the Council. If the Council is unable to fill the Board membership with individuals meeting the classifications described above after the exercise of reasonable efforts, the Mayor, subject to Council approval, may appoint individuals to the Board to fill the unfilled membership classification(s) even though such individuals may not meet the unfilled membership classification(s).

2. Terms of Office; Vacancy. Except for the Board members in office as of the effective date of this resolution, each member will be appointed for a term of three (3) years, or until their respective successors are appointed and qualified. Terms will commence on January 1 and end on December 31. Any vacancy in the Board will be filled by the Council for the unexpired term of the predecessor in office. Terms of Board members appointed to the Board as of the Effective Date are deemed to be extended to December 31 of the year in which each member’s term is set to expire.

3. Removal of Board Members. Notwithstanding anything contained in this Resolution to the contrary, a member may be removed by the Council for any of the following reasons: (a) three or more unexcused absences from regular Board meetings annually; (b) commission of a felony; and/or (c) any other acts of misconduct or nonperformance that is contrary to the objectives and purpose of the Board.

4. Board Duties. The Board will act as an advisory body to the Council. To this end, and except as otherwise provided or directed by the Council from time to time, the Board may have the following advisory duties and responsibilities: (a) Serve as an advisory body to the Council concerning matters affecting City Parks; (b) To provide input and recommendations that will allow the City to produce and maintain safe, high quality parks, trails, open space areas and recreational opportunities;

(c) To provide input and recommendations to implement the City's Parks Master Plan; (d) To provide input and recommendations on the development and maintenance of parks, trails and open space areas; (e) To inform City Council on the progress or problems associated with City parks, trails and open space areas; (f) To aid in coordinating outdoor recreation with the programs of other governmental agencies and voluntary organizations and coordinate volunteer park projects; and (g) To interpret the importance and need of recreation to the community and receive input concerning outdoor recreation activities. The Board will review City Parks related issues that have been referred to the Board by the Council and/or staff from time to time and will make recommendations on these issues.

5. Member Responsibilities. In addition to any other duties or responsibilities assigned to the members under this Resolution, each member must regularly attend Board meetings and must notify the chair when he or she will be unable to attend a Board meeting. In addition, if requested by the Council, one or more members will be required to attend any Council meeting during which Board-related business is discussed. When possible, Board recommendations will be made to the Council in writing.

6. Election of Officers. The Board will, at its first meeting of each odd numbered calendar year, elect a chair and vice-chair. Subject to the terms of this Resolution, the chair and vice-chair will hold office for a period of two years. Should the office of chair and/or vice-chair become vacant, the Board will elect a successor from its members at the next regular meeting and such election will be for the unexpired term of such office. The chair and vice-chair may be removed from office at any time by the Board.

7. Chair and Vice-Chair Duties. The chair will call Board meetings, preside at all meetings, and sign all correspondence on behalf of the Board. The vice-chair will perform the duties of the chair in the absence of the chair and such other duties as may be assigned by the chair from time to time. In the absence of the chair and vice-chair, the Board will elect a temporary chair for the particular meeting in question.

8. Minutes; Reports. A City staff member (designated by City) will keep an accurate record of all Board proceedings, including written minutes or recordings of all meetings. A copy of each meeting minutes will be delivered to the city recorder for filing. Board minutes are a public record available for public inspection. At the request of the Council, the Board will prepare and deliver to the Council a written report summarizing all Board activities, actions, and matters before the Board (and any other information requested by the Council).

9. Staff to the Board. The community development director, city attorney, and other City staff requested by the Board from time-to-time will support the work of the Board. The city attorney will act as the Board's legal advisor in the conduct of all hearings and matters. Notwithstanding anything contained in this Resolution to the contrary, the Board must obtain the consent of the city manager prior to requesting the assistance of the city attorney and/or other City staff.

10. Board Meetings. The Board will hold at least one regularly scheduled meeting **every other** month unless canceled at the direction of the community development director or the chair due to lack of Board business or other reason. In addition to the regular meetings, the Board will meet at such other times, dates, and places as may be deemed necessary or appropriate to carry out Board business. Special meetings may be called by the chair, the community development director, and/or the Council by giving at least twenty-four (24) hours' prior notice subject to and in accordance with Oregon's

Public Meetings Laws. All meetings of the Board will be held subject to and in accordance with applicable Oregon law.

11. Quorum; Voting. A majority of the members constitute a quorum. A majority vote of a quorum is necessary to act on any matter before the Board.

12. Conflict of Interest Activities. A member will not participate in any Board proceeding or action in which any of the following has a direct or substantial financial interest: (a) the member or the spouse, brother, sister, child, parent, father-in-law, mother-in-law of the member; (b) any business in which the member is then serving or has served within the previous two years; or (c) any business for which the member is negotiating or for which the member has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflict of interest will be disclosed at the meeting of the Board where the action or proceeding is being taken.

13. Authority; Expenditures. The Board will operate at the direction of the Council and in conformance with, and subject to, this Resolution, Oregon law (including, without limitation, Oregon's Public Meetings Law), and all City rules, procedures, resolutions, and ordinances now in force and/or which may hereafter be created, amended, modified, enacted, and/or promulgated. The Board has no authority to bind City or represent to any person that the Board may bind City. The Board has no authority to make expenditures on behalf of City, or to obligate City for payment of any sums of money, unless and until the Council has authorized such expenditures by appropriate ordinance or resolution (which ordinance or resolution will provide the administrative method by which funds will be drawn and expended).

14. Miscellaneous. For purposes of this Resolution, the singular includes the plural and the plural includes the singular; the word "or" is not exclusive and the words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution. This Resolution will be in full force and effect from and after its approval and adoption. This Resolution may be corrected by order of the council to cure editorial and/or clerical errors.

APPROVED & ADOPTED, by the City Council of City of Sisters and signed by the mayor on this ___th day of _____, 2020. MADE EFFECTIVE on the ____ of _____ 2020.

Chuck Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder

DRAFT

RESOLUTION NO. _____

A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE HOUSING POLICY ADVISORY BOARD.

WHEREAS, the Sisters City Council (the “Council”) recognizes the importance of citizen input, guidance, and participation on policies, procedures, and practices concerning matters affecting the Sisters community and its citizens; and

WHEREAS, City of Sisters (“City”) will benefit from having a community advisory Board that works with the Council, staff, and other citizen advisory boards, commissions, and committees, as appropriate, to provide advice to the Planning Commission and City Council on matters pertaining to the development of new and revising existing polices and regulation related to increasing appropriate levels of affordable and low cost work force housing within the City limits.

NOW, THEREFORE, the City of Sisters resolves as follows:

1. Creation; Membership. The Housing Policy Advisory Board (the “Board”) is hereby established. The Board will operate subject to, and in accordance with, this Resolution. The Board will have seven (7) members. Members will be appointed by the Mayor subject, to Council approval, and will consist of the following individuals: (a) **Not more than two (2) members of the Board may be non-residents of the City of Sisters. Any nonresident Board member must reside within the Sisters School District boundaries;** (b) **Two members shall be representative of active developers of non-profit or for-profit Affordable Housing dwellings;** (c) **One member shall represent builders within the City of Sisters with a preference of builders of lower cost and/or workforce dwelling units;** (d) **One Planning Commission member shall be appointed to represent the Planning Commission;** (e) **The remaining three members shall be residents living within the city limits;** (f) **May have a Council representative to the board, who shall be a nonvoting member.** Members will receive no compensation but will be reimbursed for expenses authorized by the Council. If the Council is unable to fill the Board membership with individuals meeting the classifications described above after the exercise of reasonable efforts, the Council may appoint individuals to the Board to fill the unfilled membership classification(s) even though such individuals may not meet the unfilled membership classification(s).

2. Terms of Office; Vacancy. Except for the Board members in office as of the effective date of this resolution, each member will be appointed for a term of three (3) years, or until their respective successors are appointed and qualified. Terms will commence on January 1 and end on December 31. Any vacancy in the Board will be filled by the Mayor, subject to Council approval, for the unexpired term of the predecessor in office. Terms of Board members appointed to the Board as of the Effective Date are deemed to be extended to December 31 of the year in which each member’s term is set to expire.

3. Removal of Board Members. Notwithstanding anything contained in this Resolution to the contrary, a member may be removed by the Council for any of the following reasons: (a) two or more unexcused absences from regular Board meetings annually; (b) commission of a felony; and/or (c) any other acts of misconduct or nonperformance that is contrary to the objectives and purpose of the Board.

4. Board Duties. The Board will act as an advisory body to the Planning Commission and Council. To this end, and except as otherwise provided or directed by the Council from time to time, the Board may have the following advisory duties and responsibilities: **(a) serve as an advisory body to the**

Council concerning all matters affecting affordable housing in the city; (b) To provide input and recommendations to the Planning Commission and City Council that will allow the City Council to establish and/or revise appropriate policies and regulations that improve the quantity and quality of affordable and lower cost housing stock within city limits; (c) To inform the Planning Commission and City Council on the progress or problems associated with the city's housing stock; (d) To aid in coordinating the City's policies with other jurisdictions throughout Central Oregon; (g) Comprehensive Plan updates and Development Code revisions with respect to matters related to housing prior to submittal to the Planning Commission. The Board will review housing policy related issues that have been referred to the Board by the Council and/or staff from time to time and will make recommendations on these issues.

5. Member Responsibilities. In addition to any other duties or responsibilities assigned to the members under this Resolution, each member must regularly attend Board meetings and must notify the chair when he or she will be unable to attend a Board meeting. In addition, if requested by the Council, one or more members will be required to attend any Council meeting during which Board-related business is discussed. When possible, Board recommendations will be made to the Council in writing.

6. Election of Officers. The Board will, at its first meeting of each odd numbered calendar year, elect a chair and vice-chair. Subject to the terms of this Resolution, the chair and vice-chair will hold office for a period of two years. Should the office of chair and/or vice-chair become vacant, the Board will elect a successor from its members at the next regular meeting and such election will be for the unexpired term of such office. The chair and vice-chair may be removed from office at any time by the Board.

7. Chair and Vice-Chair Duties. The chair will call Board meetings, preside at all meetings, and sign all correspondence on behalf of the Board. The vice-chair will perform the duties of the chair in the absence of the chair and such other duties as may be assigned by the chair from time to time. In the absence of the chair and vice-chair, the Board will elect a temporary chair for the particular meeting in question.

8. Minutes; Reports. A City staff member (designated by City) will keep an accurate record of all Board proceedings, including written minutes or recordings of all meetings. A copy of each meeting minutes will be delivered to the city recorder for filing. Board minutes are a public record available for public inspection. At the request of the Council, the Board will prepare and deliver to the Council a written report summarizing all Board activities, actions, and matters before the Board (and any other information requested by the Council).

9. Staff to the Board. The community development director, city attorney, and other City staff requested by the Board from time-to-time will support the work of the Board. The city attorney will act as the Board's legal advisor in the conduct of all hearings and matters. Notwithstanding anything contained in this Resolution to the contrary, the Board must obtain the consent of the city manager prior to requesting the assistance of the city attorney and/or other City staff.

10. Board Meetings. The Board will hold at least one regularly scheduled meeting per quarter unless canceled at the direction of the community development director or the chair due to lack of Board business or other reason. In addition to the regular meetings, the Board will meet at such other times, dates, and places as may be deemed necessary or appropriate to carry out Board business.

Special meetings may be called by the chair, the community development director, and/or the Council by giving at least twenty-four (24) hours' prior notice subject to and in accordance with Oregon's Public Meetings Laws. All meetings of the Board will be held subject to and in accordance with applicable Oregon law.

11. Quorum; Voting. A majority of the members constitute a quorum. A majority vote of a quorum is necessary to act on any matter before the Board.

12. Conflict of Interest Activities. A member will not participate in any Board proceeding or action in which any of the following has a direct or substantial financial interest: (a) the member or the spouse, brother, sister, child, parent, father-in-law, mother-in-law of the member; (b) any business in which the member is then serving or has served within the previous two years; or (c) any business for which the member is negotiating or for which the member has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflict of interest will be disclosed at the meeting of the Board where the action or proceeding is being taken.

13. Authority; Expenditures. The Board will operate at the direction of the Council and in conformance with, and subject to, this Resolution, Oregon law (including, without limitation, Oregon's Public Meetings Law), and all City rules, procedures, resolutions, and ordinances now in force and/or which may hereafter be created, amended, modified, enacted, and/or promulgated. The Board has no authority to bind City or represent to any person that the Board may bind City. The Board has no authority to make expenditures on behalf of City, or to obligate City for payment of any sums of money, unless and until the Council has authorized such expenditures by appropriate ordinance or resolution (which ordinance or resolution will provide the administrative method by which funds will be drawn and expended).

14. Miscellaneous. For purposes of this Resolution, the singular includes the plural and the plural includes the singular; the word "or" is not exclusive and the words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution. This Resolution will be in full force and effect from and after its approval and adoption. This Resolution may be corrected by order of the council to cure editorial and/or clerical errors.

APPROVED, ADOPTED, AND MADE EFFECTIVE by the City Council of City of Sisters and signed by the mayor on this __ day of _____, 20__.

Chuck Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder

DRAFT

RESOLUTION NO. _____

A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE PLANNING COMMISSION.

WHEREAS, the Sisters City Council (the "Council") recognizes the importance of citizen input, guidance, and participation on policies, procedures, and practices concerning matters affecting the Sisters community and its citizens; and

WHEREAS, City of Sisters ("City") will benefit from having a planning commission that works with the Council, staff, and other citizen advisory boards, commissions, and committees, as appropriate, to provide guidance on planning related matters; and

NOW, THEREFORE, the City of Sisters resolves as follows:

1. Creation; Membership. The Planning Commission (the "Commission") is hereby established. The Commission will operate subject to, and in accordance with, this Resolution. The Commission will have seven (7) members. Members will be appointed by the Mayor, subject to Council approval, and will consist of the following individuals: (a) Not more than two planning commission members shall be nonresidents of the city. Any nonresident planning commission members must reside within the Sisters School District boundaries. (b) Not more than two planning commission members may engage principally in the buying, selling or developing of real estate for profit as individuals, or be members of any partnership, or officers or employees of any corporation, that engages principally in the buying, selling or developing of real estate for profit. (c) No more than two members shall be engaged in the same kind of occupation, business, trade or profession. (d) Not more than two of the seven members of the city planning commission may be city officers, who shall serve as ex officio nonvoting members.

Members will receive no compensation but will be reimbursed for expenses authorized by the Council. If the Council is unable to fill the Commission membership with individuals meeting the classifications described above after the exercise of reasonable efforts, the Council may appoint individuals to the Commission to fill the unfilled membership classification(s) even though such individuals may not meet the unfilled membership classification(s).

2. Terms of Office; Vacancy. Except for the Commission in office as of the effective date of this Resolution, each member will be appointed for a term of four years, or until their respective successors are appointed and qualified. Terms will commence on January 1 and end on December 31. Any vacancy in the Commission will be filled by the Mayor, subject to Council approval, for the unexpired term of the predecessor in office. Terms of Commission members in office as of the Effective Date are hereby extended to December 31 of the year in which each member's term is set to expire.

3. Removal of Commission Members. Notwithstanding anything contained in this Resolution to the contrary, a member may be removed by the Council for any of the following reasons: (a) three or more unexcused absences from regular Commission meetings annually; (b) commission of a felony; and/or (c) any other acts of misconduct or nonperformance that is contrary to the objectives and purpose of the Commission.

4. Commission Duties. The Commission will act as an advisory body to the Council. To this end, and except as otherwise provided or directed by the Council from time to time, the Commission will have the following advisory duties and responsibilities: (a) Recommend and make suggestions to the

Council concerning (i) the laying out, widening, extending and locating of public thoroughfares (ii) parking of vehicles, (iii) relief of traffic congestion, (iv) betterment of housing and sanitation conditions; (iv) establishment of zones and districts; (v) the City's comprehensive plan and other plans for regulating the future growth, development, and beautification of the city, (vi) the City's public facility master plans and other plans for provision of water, sewer, and transportation facilities; (v) such other matters as may be referred by Council from time to time: (b) Perform such tasks and issues such decision as may be assigned to the Commission under the City's comprehensive plan and/or the Sisters Development Code; (c) Serve as a forum for receiving public input and testimony on all matters concerning land use, planning, and development within or around the City; and (d) Perform such other duties or responsibilities as may be assigned by the Council from time to time.

5. Member Responsibilities. In addition to any other duties or responsibilities assigned to the members under this Resolution, each member must regularly attend Commission meetings and must notify the chair when he or she will be unable to attend a Commission meeting. In addition, if requested by the Council, one or more members will be required to attend any Council meeting during which Commission-related business is discussed. All Commission recommendations must be made to the Council in writing.

6. Election of Officers. The Commission will, at its first meeting of each odd numbered calendar year, elect a chair and vice-chair. Subject to the terms of this Resolution, the chair and vice-chair will hold office for a period of two years. Should the office of chair and/or vice-chair become vacant, the Commission will elect a successor from its members at the next regular meeting and such election will be for the unexpired term of such office. The chair and vice-chair may be removed from office at any time by the Commission.

7. Chair and Vice-Chair Duties. The chair will call Commission meetings, preside at all meetings, and sign all documents or correspondence on behalf of the Commission. The vice-chair will perform the duties of the chair in the absence of the chair and such other duties as may be assigned by the chair from time to time. In the absence of the chair and vice-chair, the Commission will elect a temporary chair for the particular meeting in question. There is no limit to the number of terms that a member may serve as Chair or Vice-Chair.

8. Minutes; Reports. City staff will keep an accurate record of all Commission proceedings, including written minutes or recordings of all meetings. A copy of each meeting minutes will be delivered to the city recorder for filing. Commission minutes are a public record available for public inspection. At the request of the Council, the Commission will prepare and deliver to the Council a written report summarizing all Commission activities, actions, and matters before the Commission (and any other information requested by the Council).

9. Staff to the Commission. The community development director, city attorney, and other City staff requested by the Commission from time-to-time will support the work of the Commission. The city attorney will act as the Commission's legal advisor in the conduct of all hearings and for all other matters within the purview of the Commission. Notwithstanding anything contained in this Resolution to the contrary, the Commission must obtain the consent of the community development director prior to requesting the assistance of the city attorney and/or other City staff.

10. Commission Meetings. The Commission will hold at least one regularly scheduled meeting per month unless canceled at the direction of the community development director or the chair

due to lack of Commission business or other reason. In addition to the regular meetings, the Commission will meet at such other times, dates, and places as may be deemed necessary or appropriate to carry out Commission business. Special meetings may be called by the chair, the community development director, and/or the Council by giving at least twenty-four (24) hours' prior notice subject to and in accordance with Oregon's Public Meetings Laws. All meetings of the Commission will be held subject to and in accordance with applicable Oregon law.

11. Quorum; Voting. A majority of the members present at a meeting of the Commission shall constitute a quorum. A majority vote of a quorum is necessary to act on any matter before the Commission. All members who are present at a meeting of the Commission, including the chair and vice-chair, are allotted one vote each on all motions.

12. Conduct of Meetings. The parliamentary authority for this Planning Commission is the most current version of Robert's Rules of Order except where superseded by this Resolution or local, state, or federal law.

13. Conflict of Interest Activities. A member will not participate in any Commission proceeding or action in which any of the following has a direct or substantial financial interest: (a) the member or the spouse, brother, sister, child, parent, father-in-law, mother-in-law of the member; (b) any business in which the member is then serving or has served within the previous two years; or (c) any business for which the member is negotiating or for which the member has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflict of interest will be disclosed at the meeting of the Commission where the action or proceeding is being taken. Planning Commissioners are required to file annual statements of economic interest as required by ORS 244.050 with the Oregon Government Standards and Practices Commission.

14. Authority; Expenditures. The Commission will operate at the direction of the Council and in conformance with, and subject to, this Resolution, Oregon law (including, without limitation, Oregon's Public Meetings Law), and all City rules, procedures, resolutions, and ordinances now in force and/or which may hereafter be created, amended, modified, enacted, and/or promulgated. Except for those matters for which the Commission holds decision making authority under the Sisters Development Code, the Commission has no authority to bind City or represent to any person that the Commission may bind City. The Commission has no authority to make expenditures on behalf of City, or to obligate City for payment of any sums of money, unless and until the Council has authorized such expenditures by appropriate ordinance or resolution (which ordinance or resolution will provide the administrative method by which funds will be drawn and expended).

15. Miscellaneous. For purposes of this Resolution, the singular includes the plural and the plural includes the singular; the word "or" is not exclusive and the words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution. This Resolution will be in full force and effect from and after its approval and adoption. This Resolution may be corrected by order of the council to cure editorial and/or clerical

errors.

APPROVED, ADOPTED, AND MADE EFFECTIVE by the City Council of City of Sisters and signed by the mayor on this __ day of _____, 20__.

Chuck Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder

DRAFT

RESOLUTION NO. _____

A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE PUBLIC WORKS ADVISORY BOARD.

WHEREAS, the Sisters City Council (the “Council”) recognizes the importance of citizen input, guidance, and participation on policies, procedures, and practices concerning matters affecting the Sisters community and its citizens; and

WHEREAS, City of Sisters (“City”) will benefit from having a community advisory Board that works with the Council, staff, and other citizen advisory boards, commissions, and Boards, as appropriate, to provide **advice on general public works related matters within the City**; and

NOW, THEREFORE, the City of Sisters resolves as follows:

1. **Creation; Membership.** The Public Works Board (the “Board”) is hereby established. The Board will operate subject to, and in accordance with, this Resolution. The Board will have five (5) members. Members will be appointed by the Mayor, subject to Council approval, and will consist of the following individuals: **(a) Not more than two (2) members of the Board may be non-residents of the City of Sisters. Any nonresident member must reside within the Sisters School District boundaries; (b) Members shall have experience with infrastructure planning and/or construction; (c) May have a Council representative to the board, who shall be a nonvoting member.** Members will receive no compensation but will be reimbursed for expenses authorized by the Council. If the Council is unable to fill the Board membership with individuals meeting the classifications described above after the exercise of reasonable efforts, the Council may appoint individuals to the Board to fill the unfilled membership classification(s) even though such individuals may not meet the unfilled membership classification(s).

2. **Terms of Office; Vacancy.** Except for the initial Board members described below, each member will be appointed for a term of three (3) years, or until their respective successors are appointed and qualified. Terms will commence on January 1 and end on December 31. Any vacancy in the Board will be filled by the Mayor, subject to Council approval, for the unexpired term of the predecessor in office. At the first Board meeting, the initial members will choose their term of office by lot as follows: **(a) three members will serve until December 31, 2023; and (b) two members will serve until December 31, 2022.** The initial members will immediately notify the Council in writing of the chosen allotment. Terms of Board members appointed to the Board as of the Effective Date are deemed to be extended to December 31 of the year in which each member’s term is set to expire.

Subject to the terms of this Resolution, successors of the initial members will hold office for **three** years.

3. **Removal of Board Members.** Notwithstanding anything contained in this Resolution to the contrary, a member may be removed by the Council for any of the following reasons: **(a) two** or more unexcused absences from regular Board meetings annually; **(b) commission of a felony; and/or (c) any other acts of misconduct or nonperformance that is contrary to the objectives and purpose of the Board.**

4. **Board Duties.** The Board will act as an advisory body to the Council. To this end, and except as otherwise provided or directed by the Council from time to time, the Board may have the following advisory duties and responsibilities: **(a) serve as an advisory body to the Council concerning general public works related matters within the City; and (b) review proposed sewer, water, storm**

water, street, sidewalk, bikeway and pedestrian projects; (c) Assist with prioritizing street construction, public works projects and/ or recommend capital improvement projects. (d) provide advice to the City Council and the Planning Commission when needed on general public works related matters affecting the City. The Board will review public works related issues that have been referred to the Board by the Council from time to time and will make recommendations on these issues.

5. Member Responsibilities. In addition to any other duties or responsibilities assigned to the members under this Resolution, each member must regularly attend Board meetings and must notify the chair when he or she will be unable to attend a Board meeting. In addition, if requested by the Council, one or more members will be required to attend any Council meeting during which Board-related business is discussed. When possible, Board recommendations will be made to the Council in writing or in a motion.

6. Election of Officers. The Board will, at its first meeting of each odd numbered calendar year, elect a chair and vice-chair. Subject to the terms of this Resolution, the chair and vice-chair will hold office for a period of two years. Should the office of chair and/or vice-chair become vacant, the Board will elect a successor from its members at the next regular meeting and such election will be for the unexpired term of such office. The chair and vice-chair may be removed from office at any time by the Board.

7. Chair and Vice-Chair Duties. The chair will call Board meetings, preside at all meetings, and sign all correspondence on behalf of the Board. The vice-chair will perform the duties of the chair in the absence of the chair and such other duties as may be assigned by the chair from time to time. In the absence of the chair and vice-chair, the Board will elect a temporary chair for the particular meeting in question.

8. Minutes; Reports. A City staff member (designated by City) will keep an accurate record of all Board proceedings, including written minutes or recordings of all meetings. A copy of each meeting minutes will be delivered to the city recorder for filing. Board minutes are a public record available for public inspection. At the request of the Council, the Board will prepare and deliver to the Council a written report summarizing all Board activities, actions, and matters before the Board (and any other information requested by the Council).

9. Staff to the Board. The city manager, public works director, and other City staff requested by the Board from time-to-time will support the work of the Board. The city attorney will act as the Board's legal advisor in the conduct of all hearings and matters. Notwithstanding anything contained in this Resolution to the contrary, the Board must obtain the consent of the city manager prior to requesting the assistance of the city attorney and/or other City staff.

10. Board Meetings. The Board will hold at least one regularly scheduled meeting per quarter unless canceled at the direction of the public works director or the chair due to lack of Board business or other reason. In addition to the regular meetings, the Board will meet at such other times, dates, and places as may be deemed necessary or appropriate to carry out Board business. Special meetings may be called by the chair, the public works director, and/or the Council by giving at least twenty-four (24) hours' prior notice subject to and in accordance with Oregon's Public Meetings Laws. All meetings of the Board will be held subject to and in accordance with applicable Oregon law.

11. Quorum; Voting. A majority of the members constitute a quorum. A majority vote of a quorum is necessary to act on any matter before the Board.

12. Conflict of Interest Activities. A member will not participate in any Board proceeding or action in which any of the following has a direct or substantial financial interest: (a) the member or the spouse, brother, sister, child, parent, father-in-law, mother-in-law of the member; (b) any business in which the member is then serving or has served within the previous two years; or (c) any business for which the member is negotiating or for which the member has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflict of interest will be disclosed at the meeting of the Board where the action or proceeding is being taken.

13. Authority; Expenditures. The Board will operate at the direction of the Council and in conformance with, and subject to, this Resolution, Oregon law (including, without limitation, Oregon's Public Meetings Law), and all City rules, procedures, resolutions, and ordinances now in force and/or which may hereafter be created, amended, modified, enacted, and/or promulgated. The Board has no authority to bind City or represent to any person that the Board may bind City. The Board has no authority to make expenditures on behalf of City, or to obligate City for payment of any sums of money, unless and until the Council has authorized such expenditures by appropriate ordinance or resolution (which ordinance or resolution will provide the administrative method by which funds will be drawn and expended).

14. Miscellaneous. For purposes of this Resolution, the singular includes the plural and the plural includes the singular; the word "or" is not exclusive and the words "include," "includes," and "including" are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this resolution. This Resolution will be in full force and effect from and after its approval and adoption. This Resolution may be corrected by order of the council to cure editorial and/or clerical errors.

APPROVED, ADOPTED, AND MADE EFFECTIVE by the City Council of City of Sisters and signed by the mayor on this __ day of _____, 20__.

Chuck Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder



CITY OF SISTERS

JUN 09 2020

RECEIVED

June 5, 2020

Dear Chief Administrative Official:

For the past three months, seven policy committees have been working to identify and propose specific actions as part of the LOC's effort to develop a pro-active legislative agenda for the 2021 session. They have identified legislative objectives as set forth in the enclosed ballot and legislative recommendation materials. These objectives span a variety of issues and differ in the potential resources required to seek their achievement. Therefore, it is desirable to prioritize them in order to ensure that efforts are focused where they are most needed.

While the attached ballot reflects the top policies developed in each of the policy committees, each undertook a broad look at a range of issues impacting cities. Many issues reflect the LOC's ongoing mission to support cities' work and their home rule authority to develop and use a variety of tools to meet the needs of residents. Each city is being asked to review the recommendations of the policy committees and provide input to the LOC Board of Directors as it prepares to adopt the LOC's 2021 legislative agenda. After your city council has had the opportunity to review the proposals and discuss them with your staff, please return the enclosed ballot indicating the top four issues that your city council would like to see the LOC focus on during the 2021 session. **The deadline for response is August 7, 2020.** The board of directors will then review the results of this survey of member cities, along with the recommendations of the policy committees, and determine the LOC's 2021 legislative agenda.

Your city's participation and input will assist the board in creating a focused set of specific legislative targets that reflect the issues of greatest importance to cities. If you have individual questions about the ballot topics do not hesitate to reach out to committee members who serve on the seven policy committees. Thank you for your involvement, and thanks to those among you who gave many hours of time and expertise in developing these proposals.

Do not hesitate to contact me or Jim McCauley, Legislative Director, with additional questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Cully'.

Mike Cully
Executive Director

A handwritten signature in blue ink, appearing to read 'Jim McCauley'.

Jim McCauley
Legislative Director

INSTRUCTIONS

Each city should submit one form that reflects the consensus opinion of its city council on the **top four** legislative priorities for 2021. Here are the ways to submit your ballot. **Ballots in any form must be submitted by August 7, 2020.**

1. Fill out the online survey that has been sent to your city's chief administrative official; or
2. Fill out the attached hard copy form and return it to the LOC at the address or fax number provided below. Simply place an **X or check mark** in the space to the right of the city's top four legislative proposals. The top four do not need to be prioritized.

Return hard copy ballots to:

Jenna Jones
League of Oregon Cities
1201 Court St. NE, Suite 200
Salem, OR 97301
Fax – (503) 399-4863
jjones@orcities.org

Thank you for your participation.

Please mark 4 boxes with an X or check mark that reflects the top 4 issues that your city recommends be added to the priorities for the LOC's 2021 legislative agenda.

City of: _____

Legislation

A. Beer and Cider Tax Increase	
B. Broadband Infrastructure and Technical Assistance Funding	
C. Building (Reach) Code – Energy Efficiency Local Option	
D. COVID-19 Economic Recovery Investments	
E. Digital Equity and Inclusion	
F. Expedited Siting for Shelter and Affordable Housing	
G. Green Energy/Renewables – Expanded Local Option	
H. Housing and Services Investment	
I. Increased Budgetary Flexibility During Budgetary Emergency	
J. Infrastructure Financing and Resilience	
K. Local Climate Action Planning Resources	
L. Local Energy Generation Project Support	
M. Local Speed Setting Authority	
N. Long Term Transportation Infrastructure Funding	
O. Low-Income Energy Efficiency and Affordability Programs	
P. Marijuana Tax Local Rate Limitation Increase	
Q. Mental Health Service Delivery	
R. Municipal Broadband and Municipal Pole Protection	
S. New Mobility Services	
T. Photo Enforcement Safety Cameras	
U. Property Tax Reform	
V. Reducing Wastewater Impacts from Wipes and Other “Non-Flushables”	
W. Right-of-way/Franchise Fees Authority Preservation	
X. State Highway Funds Formula	
Y. Tort Liability Reform	
Z. Water Utility Rate and Fund Assistance	

In addition to your ranking of the priorities shown above, please use this space to provide us with any comments (supportive or critical) you may have on these issues, or thoughts on issues or potential legislative initiatives that have been overlooked during the committee process.):

You are reviewing the hard copy of the ballot. There are hyperlinks in the digital copy that may provide more background information. You can find the digital version with hyperlinks by going to this web address: https://www.oregocities.org/download_file/1038/0. It is best opened in Google Chrome.

A. Beer and Cider Tax Increase

Legislation:

The League proposes increasing the state taxes on beer and cider to assist with rising public safety costs, improve public health, reduce alcohol consumption by minors, and provide alcohol tax equity with wine and liquor.

Background:

Oregon's tax has not been increased since 1978 and is currently \$2.60 per barrel which equates to about 8 cents on a gallon of beer. The tax is by volume and not on the sales price, meaning the tax is less than 5 cents on a six-pack. Oregon has the lowest beer tax in the country, and to get to the middle of the states Oregon would need to raise the tax to \$30.00 per barrel or 54 cents per six pack (a more than 10-fold increase). Given recent challenges to the craft brewing industry tied to bar and restaurant closures it may be appropriate to delay or phase-in the increase. Cities are preempted from imposing alcohol taxes. In exchange, cities receive approximately 34% of the state alcohol revenues, but the state takes 50% of beer and wine taxes off the top prior to this distribution. Cities have significant public safety costs related to alcohol consumption, and the beer tax does not come close to covering its fair share of these costs.

Presented by the Finance and Taxation Committee

B. Broadband Infrastructure and Technical Assistance Funding

Legislation:

Seek additional state support and funding for increased broadband infrastructure deployment and technical assistance.

Background:

The deployment of broadband and telecommunications networks and services (public and/or private) throughout Oregon is critical to economic development, education, health and safety and the ability of residents to be linked to their governments. Research shows areas of the state either not served or underserved by competitive broadband technology. A significant barrier to the deployment of broadband infrastructure is funding. Cities need additional funding and support from various sources, including the state and federal government, allocated for increased or new, reliable, low latency broadband infrastructure that reaches speeds of at least 25 Mbps download and 3 Mbps upload or any updated speed standards as adopted by the FCC. Many federal grant programs require localities to have a broadband strategic plan in place before they are eligible for funds. Therefore, there is a need for funding sources to help cities with technical assistance as well as infrastructure.

Presented by the Telecom, Broadband & Cable Committee

C. Building (Reach) Code – Energy Efficiency Local Option

Legislation:

The LOC will pursue/support legislation to allow communities to adopt the Reach Code as the mandatory residential or commercial building code within the city's jurisdictional boundaries. The Reach Code would represent a building energy code that would be at least 10 percent more efficient than the statewide building code. Under this proposal, cities would be able to adopt the more efficient Reach Code or would continue to use the standard statewide building code as the base code.

Background:

Under current state law, cities are preempted from adopting local building codes. Instead, development is subject to statewide codes, including for new residential and commercial development. In 2009, legislation was passed to implement a new, optional code (Reach Code) that would allow developers to exceed statewide codes and streamline the construction of higher-performance buildings through efficiencies gained in the building exterior envelope as well as heating, ventilation, air conditioning, piping insulation and lighting. The Reach Code is optional for builders to use, but a local government can't mandate a builder to use it. This legislative recommendation would allow a city to adopt the Reach Code within their jurisdiction in order to promote additional energy efficiency for new residential and commercial structures. If a city does not wish to adopt the Reach Code, the statewide code would remain in place. The LOC Energy & Environment Committee discussed whether this recommendation would impact housing costs and believes that long-term cost savings may be gained through increased energy efficiency in newly built units. Ultimately, the decision on whether to utilize the standard code or the enhanced (Reach) code would be at the discretion of the city.

Presented by the Energy and Environment Committee

D. COVID-10 Economic Recovery Investments**Legislation:**

The League will advocate for continued economic recovery strategies and investments for small business and workforce assistance in response to the economic impacts of the COVID-19 pandemic.

Background:

The COVID-19 pandemic has had a devastating impact on Oregon's small businesses and workforce. While the federal government and the state have made recent investments to support small business, these resources have yet to meet current needs and more resources will be needed to support long term economic recovery for Oregon's communities. The League will work in coordination with economic development partners to advocate for continued investments to support long-term recovery and economic development.

Presented by the Community Development Committee

E. Digital Equity and Inclusion**Legislation:**

Support legislation and policies that are inclusive and equitable to all, individuals and communities, so that they have the information technology capacity needed for full participation in our society, democracy and economy.

Background:

Connectivity is crucial to modern life. It is being relied on more for how people do business, learn, and receive important services like healthcare. As technology has evolved, the digital divide has become more complex and nuanced. It is no longer about the existence of technology in certain places. Now, the discussion of the digital divide is framed in terms of whether a population has access to hardware, to the Internet, to viable connection speeds and to the skills and training they need to effectively use it. The LOC will partner with schools, healthcare, and other stakeholders to ensure technologies are relevant, available, affordable, and accessible to the diverse populous and communities of Oregon. Additionally, the LOC will advocate for digital literacy programs to help learn these new technologies.

Presented by the Telecom, Broadband & Cable Committee

F. Expedited Siting for Shelter and Affordable Housing

Legislation:

The League will pursue legislation to expedite the siting of emergency shelter and other affordable housing that follows the intent of the 2020 shelter siting bill (HB 4001) but retains more local decision making in the process. The League will pursue this priority in coordination with affordable housing partners and other land use stakeholders.

Background:

The League worked closely with city and county partners during the 2020 session to gain improvements to HB 4001, which sought to preempt all local siting and zoning regulations and the land use appeals process, for approving the siting of emergency shelters for a one-year period. HB 4001 received strong legislative support in 2020. Draft omnibus legislation for a potential future special session has included the text of HB 4001 and the League expects to see HB 4001 reintroduced in the 2021 session.

This priority will empower cities and counties to proactively introduce alternative legislation, similar to existing statute in California, which requires jurisdictions to identify places where shelters can locate instead of mandating that jurisdictions allow shelters to be sited anywhere. The California model requires cities and counties to accommodate their need for emergency shelters on sites where the use is allowed without a conditional use permit and requires cities and counties to treat transitional and supportive housing projects as a residential use of property.

Presented by the Community Development Committee

G. Green Energy/Renewables – Expanded Local Option

Legislation:

The LOC will pursue/support policies that increase local control opportunities for cities that want to establish a community-scale green energy program. This program would be optional for cities that choose to pursue it. Cities who choose to, would be allowed to adopt resolutions that would opt-in residential, commercial, and industrial customers to a voluntary renewable energy option if it is provided by an investor owned utility that serves the city and its electric customers. Under this proposed program, a city would be able to pursue a more aggressive green energy portfolio and would better position cities to meet local climate action goals.

Background:

Under current law, customers of investor-owned utilities can opt-in to voluntary renewable energy options for their customers. These options allow customers to invest in additional green energy generation. In 2019, the state of Utah passed legislation (SB 411) that allows cities and counties to opt-in to programs on a community-scale basis, while still allowing individual customers to opt-out. Under this proposal, any city within the territory of an investor-owned utility, would be able to pursue this option for community-scale renewable energy (net-100% renewable).

Presented by the Energy and Environment Committee

H. Housing and Services Investment

Legislation:

The League will support increased investments for affordable housing, homeless assistance, and related services including funding for: shelter, homeless services, case management, rent assistance, the development and preservation of affordable housing, and permanent supportive housing.

Background:

Cities large and small were facing escalating homelessness rates before the COVID-19 pandemic and the current economic downturn will only increase the number of Oregonians facing eviction or experiencing homelessness. State general fund programs like the Emergency Housing Assistance (EHA) and State Homeless Assistance Program (SHAP) have seen record investments in previous legislative sessions. The legislative emergency board also voted recently to dedicate \$12M in general funds to support rent assistance and safe shelter in response to COVID-19.

Oregon's lack of available housing, high rents and high home prices are causing housing instability and homelessness to increase. The Legislature has made record investments in recent years to fund the LIFT affordable housing program and preserve Oregon's existing affordable housing infrastructure. These programs are funded through general obligation bonds and lottery backed bonds.

Permanent Supportive Housing is a key strategy for ending chronic homelessness that reduces downstream costs to public systems like public safety, emergency health care and corrections. The 2019 Legislature invested over \$50M to stand up a three-pronged permanent supportive housing program that includes 1) development costs to build, 2) rent assistance to keep units deeply affordable, and 3) wrap around services that are key to ensuring residents' long-term stability. The state should continue investing in this model to bring more Permanent Supportive Housing across the state and ensure that the housing developed with the original \$50M continues receive the necessary ongoing funding for rent assistance and supportive services.

Presented by the Community Development Committee

I. Increased Budgetary Flexibility During Budgetary Emergency**Legislation:**

The League proposes relaxing budgetary constraints in state law so that cities may better be able to withstand revenue losses related to natural disasters and public health emergencies. These losses will inevitably force many cities to cut services and lay off staff, the legislature can reduce the effect of losses by increasing flexibility for use of funds during and after a declared emergency.

Background:

Cities anticipate a tremendous loss in revenue due to the COVID-19 pandemic. Reduced revenues already include losses to lodging taxes, gas taxes, park fees, development fees, parking fees, utility charges, and so on. Further out, there is widespread concern that there will be impacts to the real estate market going into 2021, and by extension a reduction in 2021-22 property tax revenues. Cities want maximum flexibility in using funds that are subject to statutory limitations but will negotiate terms on individual funding sources including payback requirements if necessary. This flexibility should apply during and after declared emergencies, including both the current pandemic and future natural disasters.

Presented by the Finance and Taxation Committee

J. Infrastructure Financing and Resilience**Legislation:**

The League will advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, and Regionally Significant Industrial Site loan program. The advocacy will include seeking an investment and set aside through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient.

Background:

Cities continue to face the challenge of how to fund infrastructure improvements (both to maintain current and to build new). Increasing state resources in programs that provide access to lower rate loans and grants will assist cities in investing in vital infrastructure. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments. This priority will focus on maximizing both the amount of funding and the flexibility of the funds to meet the needs of more cities across the state to ensure long-term infrastructure investment.

Presented by the Community Development Committee

K. Local Climate Action Planning Resources**Legislation:**

The LOC will seek grant funding and technical assistance resources for cities to pursue, adopt or expand local climate action plans. In addition, the LOC will pursue opportunities to work with the Oregon Climate Change Research Institute (through Oregon State University) to provide cities and counties with local/regional data that can better inform the adoption and implementation of climate adaptation and mitigation at the local level.

Background:

According to the Oregon Department of Energy's 2018 Biennial Energy Report (BER), since the early 1990s, major international and U.S. scientific assessments have concluded that both climate change mitigation and adaptation efforts are necessary in response to climate change. The BER goes on to explain that adaptation is often thought of as actions "to prepare for and adjust to new conditions, thereby reducing harm or taking advantage of new opportunities or simply to reduce society's vulnerability to climate change impacts." Local climate action plans, adopted by cities or counties, can help communities better understand how climate change will impact their communities, and can provide localized solutions to help mitigate against the impacts of climate change. The LOC is aware of fourteen cities that have adopted local climate action plans. There are other cities that are interested in doing the same but that do not have the financial and/or staffing resources that are necessary.

Presented by the Energy and Environment Committee

L. Local Energy Generation Project Support**Legislation:**

The LOC will support/pursue funding, technical assistance and other tools that make local energy generation more feasible for cities to pursue.

Background:

Local energy generation projects can better position cities to pursue and achieve local climate action goals, address capacity constraints of existing electric transmission lines, and can help cities respond to individual businesses that may be seeking green energy options. The types of local energy generation projects discussed by the committee include, but are not limited to, small-scale hydropower, in-conduit hydropower, methane capture, biomass and solar. Such projects are not intended to conflict with existing low-carbon power purchase agreements but can position cities to pursue local climate action goals and supplement energy needs through renewable generation. Under this recommendation, the LOC will work to identify barriers and potential solutions to local energy generation and will pursue funding assistance for feasibility studies and project implementation.

Presented by the Energy and Environment Committee

M. Local Speed Setting Authority

Legislation:

Support legislation that provides legislative authority for ODOT to delegate local speed setting authority to Oregon cities that meet state criteria. Improve safety and speed limit consistency in Oregon cities by establishing a clear delegation process that is consistent with recently adopted statewide speed zone rules. (OAR 734-020-0014, 734-020-0015, and 734-020-0016). This will be permissive legislation allowing cities to opt-in and thus will not be a mandate.

Background:

The state of Oregon and cities across the state are all committed to improving safety on our streets. National and international research has shown that setting appropriate speed limits on city streets is a critical tool for improving safety and saving lives. During the 2020 legislative session, HB 4103 gained widespread support for setting up a collaborative process with ODOT and cities that opt into a process for gaining local speed setting authority. Despite strong support, HB 4103 did not pass due to the legislative clock running out. Going forward, LOC will work with safety advocates and cities and use HB 4103 from the 2020 session as a template for legislation in 2021. Delegated authority should be made available to all cities that meet ODOT's criteria; participation by cities is permissive (not required). Cities should be able to determine speeds that are adequate and safe for their communities, working within the OAR speed zone framework. This will improve safety and make speed setting more consistent across local government jurisdictions.

Presented by the Transportation Committee

N. Long Term Transportation Infrastructure Funding

Legislation:

Support expansion and consideration of revenue-generating options to fund multimodal transportation infrastructure, which includes state and local facilities. Support state and local projects that are part of the Statewide Transportation Improvement Program.

Background:

Oregon has made two significant state-wide transportation investments in the last 15 years. In 2009 the Jobs and Transportation Act (JTA). This was a successful effort from local governments and the business community to invest in maintenance and capacity building projects state-wide. In 2017, HB 2017 established Oregon's first ever comprehensive, multimodal, transportation investment with what is known as "Keep Oregon Moving," which was a \$5.3 billion package. Although HB 2017 will not have its full funding until 2024 LOC and other transportation advocates will need to constantly explore other sources of revenue including a possible future replacement of Oregon's gas tax with a road user charge system. Oregon has been pioneering a vehicle miles traveled (VMT) tax within the MyOReGo pilot program. The program is voluntary and can provide several benefits to users. Ultimately the long-term structure for transportation investment may well take on a similar structure.

Presented by the Transportation Committee, endorsed by the Community Development Committee

O. Low-Income Energy Efficiency and Affordability Programs

Legislation:

The LOC will provide support for programs that seek to expand upon low-income energy and heating assistance programs, including programs targeted to make energy more affordable for rental properties. In addition, the LOC will work to support programs that provide for energy bill payment assistance and expand opportunities for low-income Oregonians to access resources for home weatherization.

Background:

According to Oregon Housing & Community Services, approximately 396,182, or about 25 percent of all households, are considered energy-burdened because of their energy-related expenditures (as of 2018). A household is considered energy burdened if six percent or more of its gross income is consumed by energy-related expenses. In recent years, legislation has been introduced in Oregon that would have provided additional assistance to low-income homeowners and renters that struggle with energy affordability. Unfortunately, legislation did not pass. The need for such assistance has increased as a result of the economic hardships resulting from COVID-19. In addition to bill payment assistance, there is a need for programs that will support low-income home weatherization in order to make energy bills more affordable in the long-term.

Presented by the Energy and Environment Committee

P. Marijuana Tax Local Rate Limitation Increase**Legislation:**

The League proposes increasing the current 3% cap on local marijuana taxes. This would give local voters greater choice in choosing a rate that reflects their needs or their community.

Background:

Retailers licensed by the Oregon Liquor Control Commission (OLCC) are required to charge a state-imposed retail sales tax of 17 percent for all recreational marijuana sold. Cities and counties (unincorporated areas only) may also impose a local retail sales tax of up to 3%, subject to voter approval. Tax rates for recreational marijuana vary widely across the states, but the total Oregon tax burden at a maximum of 20% is the lowest of West Coast states. Washington imposes a 37% state excise tax, but with a state sales tax of 6.5% and local rates of up to 1.9% the total rate can reach over 45%. California has a retail tax of only 15%, but with a state sales tax of 7.5% and local taxes up to 15.25% the total rate can reach up to 37.75%. Oregon consistently ranks among the lowest of the states for marijuana prices. Cities are sensitive to the desire to not push consumers to the black market and will work with the legislature on an increased cap that balances that concern with local revenue needs.

Presented the Finance and Tax Committee

Q. Mental Health Service Delivery**Legislation:**

Support the delivery of mental health services in order to reduce negative police interactions and ensure that those in need receive the help they require.

Background:

The Committee and the LOC membership have prioritized the delivery of mental health services periodically over the last 5 years. Items contained in this priority have included crisis intervention training for police officer, mobile police and social worker teams to proactively work with people in danger of going into crisis, jail diversion, mental health courts and greater access to care. In the immediate past short session, the LOC worked with its coalition partners to obtain \$9 million in additional funding for aid-and-assist, community care and jail diversion but was unsuccessful due to a lack of quorum.

While the measurements are subjective and not in general agreement, most surveys of behavioral health and alcohol and drug addiction service availability place Oregon near or at the bottom of state rankings. As a result, Oregon ranks third in the nation for alcohol related deaths, and above the national average in suicides. Anecdotally, most police chiefs that have participated in LOC conversations on this topic report a growing number of calls for service stemming from people in mental health crisis. The COVID-19 pandemic has exacerbated some of these issues with Portland Police Bureau reporting a 41% increase in suicide related calls (including attempts and threats) over this time last year. This priority would include but not be limited to:

Investment: The stark truth is that Oregon has never financially supported mental health services at a level commensurate with need. More beds and more capacity will allow for greater delivery. The spending plan may be complicated but many advocates bristle at the idea of “mental health reform” when it’s never been funded as a priority. The League does not have a specific number at this time but is in conversation with partners to develop one.

Decimalization of Mental Illness: People suffering from mental illness that interact with the criminal justice system typically spend more time incarcerated and suffer a disruption in treatment. Jail diversion has been something the League has advocated for in previous sessions and but will require changes in law, training and investments.

Workgroups Outcomes: There are currently several workgroups developing behavioral health reform plans that have yet to be completed, much of that work has been interrupted by COVID 19. LOC staff can update the Committee on these their work continues but cannot make recommendations on them now.

Alcohol Availability: The prevalence of cheap and potent alcoholic beverages that are produced and sold for the express purpose of achieving rapid intoxication has been a concern for Oregon Recovers, an advocacy group for those recovering from addiction. OLCC sells several 750 ml bottles for under \$10 and some as low as \$5. Creating a minimum price per international unit of alcohol has had an impact on consumption of cheap, potent beverages in Scotland and is believed to have had an impact on consumption there. Raising the price of low cost but high-volume products would also increase city shared revenue and provide additional funding for behavioral health services.

Mental Health Parity: Oregon and the federal government have enacted statutes to ensure that mental health services are treated as a health issues in a manner identical to physical health by health insurers. The legislative intent behind these laws has not been met as evidence by reports of denied coverage. Ensuring effective parity would increase treatment an access.

Presented by the General Government/Human Resources Committee, endorsed by the Community Development Committee

R. Municipal Broadband and Pole Protection

Legislation:

Oppose legislative efforts to restrict existing municipal authority to provide broadband services, and own and operate poles in the rights-of-way.

Background:

As the public grows more dependent on the Internet for expanding parts of their lives, community choices for gaining access at a reasonable price, for both consumers and producers, are dwindling. Some municipalities choose to become service providers themselves. Municipal broadband is sometimes the only way to bring high speed internet to a community and it can serve as an access point to neighboring communities. Additionally, municipal broadband adds competition to the market and can help lower prices for community members. As there is a push for more connectivity and bridging the digital the divide, the LOC will protect localities rights to be internet service providers for their own communities. Additionally, as more and more small cell and 5G technology is deployed in the rights-of-way, the LOC will protect the right of municipalities to own, operate and regulate attachments that are allowed on their poles.

Presented by the Telecom, Broadband & Cable Committee

S. New Mobility Services

Legislation:

Support for a variety of new mobility services that promote a safe, sustainable, and equitable multimodal transportation system, while preserving local government's authority to regulate services and ensure they best serve the local context.

Background:

Transportation mobility has been rapidly changing over the last few years. The emergence of ridesharing services such as Transportation Network Companies (TNCs) now provide the public with more options to get from point "a" to point "b." New platforms continue to emerge such as scooters, shared bikes, electric delivery tricycles for package delivery and the possibility of future driverless delivery and vehicle fleets. Cities must have the flexibility to address the impacts of emerging technologies on their communities such as increased congestion and air pollution while protecting consumers and maintaining a safe transportation network that recognizes the unique needs of individual communities.

Presented by the Transportation Committee

T. Photo Enforcement Safety Cameras

Legislation:

Support continuation and expansion of fixed speed and red-light cameras and mobile speed radar state-wide to improve public safety in high-crash corridors. Explore changes that enable more streamlined processing of citations. Allow for local governments to form IGA's with other local governments to facilitate the use of safety cameras and mobile radar in their communities.

Background:

The Oregon Transportation Safety Action Plan sets a goal of no deaths or life-changing injuries on Oregon's transportation system by 2035. In 2015, the Oregon Legislature granted the city of Portland the authority to implement a fixed speed safety camera program (HB 2621). Portland's fixed speed camera systems have been operating on "urban high crash corridors" for the past several years. Data collected at these locations shows a distinct change in driver behavior that has reduced the risk of collisions (See PBOT Report). Under existing statutes, photo radar is allowed in the cities of Albany, Beaverton, Bend, Eugene, Gladstone, Medford, Milwaukie, Oregon City, Portland and Tigard. LOC's goal is to bring this authority state-wide providing all cities with the choice of operating speed radar in their communities to improve safety and reduce the risk of high-speed crashes.

Presented by the Transportation Committee

U. Property Tax Reform

Legislation:

The League of Oregon Cities proposes that the Legislature refer a constitutional measure and take statutory action to reform the property tax system as part of the 2021 session. With the passage of the Corporate Activities Tax Oregon has taken a step towards long term financial stability at the state and school district level, but local budgetary challenges persist and the legislature must take action to allow cities and other local governments to adequately fund the services that residents demand.

Background:

The property tax system is broken and in need of repair due to Measures 5 and 50, which are both now over 20 years old. The current system is inequitable to property owners and jurisdictions alike, is often inadequate to allow jurisdictions to provide critical services, removes all local choice, and is incomprehensible to the majority of taxpayers. Local governments and schools rely heavily on property tax revenues to pay for services and capital expenses. Therefore, the League will take a leadership role in forming coalitions to help draft and advocate for

both comprehensive and incremental property tax reform option packages. The League will remain flexible to support all legislation that improves the system, with a focus on a property tax package that includes, but may not be limited to these elements:

- To restore local choice, a system that allows voters to adopt tax levies and establish tax rates outside of current limits and not subject to compression (requires constitutional referral).
- To achieve equity, a system that has taxpayers' relative share tied to the value of their property, rather than the complex and increasingly arbitrary valuation system based on assessed value from Measure 50 (requires constitutional referral).
- To enhance fairness and adequacy, a system that makes various statutory changes, some of which would adjust the impact of the above changes. For example, as a part of comprehensive reform the League supports a new reasonable homestead exemption (percentage of RMV with a cap) but also supports limiting or repealing various property tax exemptions that do not have a reasonable return on investment.

Presented by the Finance and Tax Committee, endorsed by the Community Development Committee

V. Reducing Wastewater Impacts from Wipes and Other “Non-Flushables”

Legislation:

The LOC will work with other stakeholders, including the Oregon Association of Clean Water Agencies address challenges resulting from wipes and other non-flushable items. Legislation pursued will likely focus on requirements for manufacturers to clearly label product packaging to indicate that the product should not be flushed, however, the LOC will additionally explore other viable opportunities to address the public health, environmental and economic challenges resulting from improper disposal of these products.

Background:

In recent years, public wastewater systems have experienced significant increases in sewer line clogs, environmental impacts, infrastructure impacts and costs associated with wipes being flushed down toilets. Most wipes don't break down when flushed, and even wipes that are labeled as “flushable” can clog pipelines and pumps and can cause sewage overflows in residences and the environment. The COVID-19 pandemic has made this challenge even worse due to shortages of toilet paper and increased use of disinfecting wipes. The EPA and other national organizations, as well as statewide and local wastewater agencies, are working to get the message out to avoid costly as well as environmental impacts of wipes in our sewer and treatment systems. In March of 2020, the state of Washington passed legislation requiring manufacturers to label products with a “do not flush” logo if the product does not meet national “flushability” standards (i.e. breaking down in the sewer system).

Presented by the Water/Wastewater Committee

W. Right-of-Way/Franchise Fees Authority Preservation

Legislation:

Oppose legislation that, in any way, preempts local authority to manage public rights-of-way and cities' ability to set the rate of compensation for the use of such rights-of-way.

Background:

In its commitment to the protection of Home Rule and local control, the LOC consistently opposes restrictions on the rights of cities to manage their own affairs. From time to time, in the context of public rights-of-way management authority discussions, legislative proposals to restrict this authority arise. Efforts to restrict local authority often include proposals for a statewide right-of-way access policy and compensation system as well as limiting the ability of cities to charge fees of other government entities. This is contrary to local government management authority; the ability to enter into agreements with users of the right-of-way either by agreement/contract or ordinance; to set terms of right-of-way use and to set the rate of compensation. In recent

years the FCC has passed rulemaking through various orders like the Small Cell Orders (FCC 18-133 and FCC 18-111) and the Cable Franchising Order (FCC 19-80) that erode cities' right-of-way and franchising authority. Local governments around the U.S. are fighting these orders in court. There is a fear that the language of these orders will be codified in state legislatures. This would mean if the orders are overturned in court at the federal level, they will still impact cities in states that have passed laws codifying the orders.

Presented by the Telecom, Broadband & Cable Committee

X. State Highway Funds Formula

Legislation:

Consider opening the state highway fund distribution formula to allow for an additional percentage to cities. Currently the split is 50-30-20 with the State receiving 50%, Counties receiving 30% and the balance going to Cities 20%.

Background:

Oregon has had a distribution formula for the state highway fund for decades. This fund combines the revenues generated from the state's gas tax, weight-mile tax on heavy trucks, licenses, fees, and bond proceeds. Approximately 77 percent of the total revenue collected by Oregon Department of Transportation (ODOT) is from state sources, while only 23 percent comes from federal sources. During the 2017 session base level funding for the least populated counties was established along with a \$5 million-dollar small city fund for cities under 5,000 in population with a maximum award of \$100,000 and no match requirement. LOC will engage with other transportation interests to determine if there is adequate support to advance legislation that would revisit the current 50-30-20 distribution.

Presented by the Transportation Committee

Y. Tort Liability Reform

Legislation:

COVID-19 and existing federal court decisions have added risk exposure to cities in areas where their authority has been limited or have not received adequate support. This priority seeks to ensure that cities are not held liable in these areas.

Background:

CIS has already had a COVID related claim filed against it for a COVID related exposure. While there may be many legitimate reasons for a person to seek damages related to the outbreak, local governments have been hampered by inadequate supplies of PPE, testing capability, direct financial support, and legislative relief.

Additionally, the Boise decision that prevents cities from enforcing no camping rules and ordinances subject cities to additional tort liability. The ruling holds that if a person has no place else to go, a city must allow them to sleep somewhere. While there is a logical basis for the core of the ruling, if a city allows a person to sleep in an area that is not designed for camping, such as a park, the person may seek damages. Please note that recreational users of parks may not seek damages due to Oregon's recreational immunity statute that were corrected in 2017.

Finally, in previous sessions, legislation has been introduced but not passed to require cities to permit shelters in areas where they may not be appropriate and "codify" the Boise decision in state law. This legislation did not include immunity from tort liability while removing city authority.

Presented by the General Government/Human Resources Committee

Z. Water Utility Rate and Fund Assistance

Legislation:

The League will work during the 2021 legislative session to provide water utility funding assistance for ratepayers that are experiencing ongoing or recent economic hardships. In addition, the LOC will work to identify opportunities for additional investments in public infrastructure, including water supply, wastewater treatment, stormwater management, green infrastructure opportunities and resilience for water systems. Finally, the LOC Water & Wastewater Policy Committee has identified a need for additional, targeted grant funding assistance that will benefit smaller communities. This includes additional funding to conduct rate studies, feasibility studies and funding to help communities comply with new regulatory requirements, including the requirement to include a seismic risk assessment and mitigation plan within regular water master plan updates.

Background:

In response to economic impacts associated with the spread of COVID-19, many of Oregon's drinking water and wastewater utility providers have offered additional assistance to ratepayers. The LOC is aware that most water utility providers have temporarily ceased water service shut offs (disconnections) for non-payment or past due bill collection during this period of economic hardship. Impacts associated with residential ratepayer revenue losses and decreased water consumption from businesses that have either closed or limited operations has resulted in revenue losses for many Oregon water utility providers. Some water utilities have outstanding debt from prior infrastructure investments and have expressed concerns that reductions in revenue may impact the ability to make the ongoing debt payments. In addition, the economic hardships that are being experienced by many Oregonians, especially in low-income and minority communities, will be ongoing; highlighting the need for additional ratepayer assistance investments that focuses on equity and our most vulnerable populations.

The LOC will work to identify funding for water utility ratepayer assistance and will work to establish a framework for the distribution of funds and will seek to ensure that this crisis does not exacerbate existing inequities, especially for Black, Indigenous, other Communities of Color and for rural Oregonians.

In addition, while COVID-19 has created unique revenue challenges for water utility providers, a key issue that most cities continue to face is how to fund infrastructure improvements (including maintaining, repairing and replacing existing infrastructure and building new infrastructure to address capacity and regulatory requirements). Increasing resources in programs that provide access to lower-rate loans and infrastructure-specific grants will assist cities in investing in vital infrastructure improvements which will also help bolster economic recovery. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments.

The LOC will pursue additional funding through the state's Special Public Works Fund, which provides funding assistance through Business Oregon for a variety of public infrastructure needs and will explore state bonding capacity opportunities for water-specific infrastructure needs. In addition, LOC will pursue funding for small communities that face regulatory and operational challenges. Examples of small-community funding assistance opportunities may include expanded grant opportunities through existing funding programs and additional funding assistance to help communities with regulatory compliance and engage in utility best practices, including rate studies.

Presented by the Water/Wastewater Committee, endorsed by the Community Development Committee

Acknowledgements

Thank you to all that participated in the policy committee process.

Community Development Committee

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Michael Boquist, La Grande
Barbara Bull, Corvallis
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Tim Rosener, Sherwood
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John Williams, West Linn
Stacy Cowan, Portland
Kayla Hootsmans, ODOT
Jim McMauley, LOC

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Alice Brawley-Chesworth, Portland
Steve Dahl, Drain
Tim Gross, Newport
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Paul Rheault, Bend
Dean Sawyer, Newport
Julie Smitherman, Ashland
Eric Noll, Portland
Susie Smith, ACWA
Tracy Rutten, LOC

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
MAY 27, 2020

MEMBERS PRESENT:

Chuck Ryan Mayor
Nancy Connolly Council President
Andrea Blum Councilor
Richard Esterman Councilor
Michael Preedin Councilor

STAFF PRESENT:

Cory Misley City Manager
Paul Bertagna PW Director
Joe O'Neill Finance Director
Patrick Davenport CDD Director
Kerry Prosser City Recorder
Alan Dale City Attorney

GUESTS:

Mike Darling Sr. Trans. Project Manager, Oregon Department of Transportation
Dave Hirsch Traffic Operation Engineer, ODOT
William Bailey Sargent, Deschutes County Sheriff Office (DCSO)

Mayor Ryan called the workshop to order at 5:31 pm, and City Recorder Prosser took roll call.

1. Update from Oregon Department of Transportation on Locust/US20

Mike Darling, Senior Transportation Project Manager with ODOT, reviewed a PowerPoint of the US20/Locust Street improvements. The roundabout improvements would address safety, queuing times, long-term capacity, and encourage freight use on the Barclay/Locust alternate route. A single-lane roundabout had been proposed in this location in the Transportation System Plan (TSP).

Mr. Darling reviewed the preferred plan, which would have less impact on the gas station and school district property. He said they had worked on keeping the business traffic in the area flowing without disrupting the roundabout.

Mr. Darling said they would be done with 30% of the design plan by August of 2020. The plan would identify the right-of-way needs and include a cost estimate and public involvement plan. Mr. Darling noted there would be an opportunity to make sure the design was acceptable to the community and the freight industry.

Council President Connolly asked what would happen with the space where the tennis courts were previously located. Mr. Darling replied it could be used for drainage, but they did not know exactly how it would be used.

Councilor Blum asked about driveway access for the property to the south. Mr. Darling responded there would be no access to the highway off the roundabout. Director Bertagna explained there were two parcels, and the access would be off Jefferson or Washington.

Councilor Blum asked how access from Jefferson would change, and Mr. Darling responded they were open to ideas from the City.

Councilor Preedin thought the price was breathtaking and did not know how it got to \$4,000,000. He asked if there had been consideration of a right turn only to bypass the roundabout; there could be a right-hand lane dedicated to the bypass. Mr. Hirsch noted the first goal of a roundabout was safety, and from that perspective, a single lane was best; additional lanes added complexity.

Councilor Preedin asked if there was still work to be done on Barclay to meet freight requirements. Director Bertagna replied we had a little work to do on the alternate route, but most of it was done. He noted the specifics of a truck bypass would be a different analysis.

Councilor Preedin would like to see a right turn out of Jefferson.

Councilor Esterman said it looked like we were trying to put the roundabout where it did not fit, the gas station would be backed up. Director Bertagna replied the Pumhouse and Hop and Brew would have access off Washington.

Director Bertagna explained the primary goal at this intersection was safety, and the safety benefits of a roundabout vs. a signal was indisputable.

City Manager Mисley noted the price tag on this roundabout was steep, but the Barclay roundabout cost more, and we needed to get this done to finish our commitment to these two bookend projects.

Mayor Ryan noted the Barclay roundabout cost over six million, and he thought ODOT was getting smarter and more efficient in building them.

2. Update by Sheriff: Hiring of dedicated staff, vehicle markings

Sgt. Bailey introduced himself and said he would be promoted to Lieutenant on July 1, 2020 and would be the interim Lieutenant for Sisters for the remainder of the year. He said DCSO currently had seven deputies in training, and they expected to fill the three Sisters spots by fall. He explained Captain Garrison was working on the process to select the deputies and the lieutenant. Sgt. Bailey noted two school resource officers would be available in Sisters seven days a week, beginning in July. Their schedules would be Monday-Thursday 8 am-6 pm and Thursday- Sunday 8 am- 6 pm. In addition, the west county car and Sgt. Bailey would be available.

City Manager Misley explained he had met with Sgt. Bailey and discussed making sure the IGA was kicked off on the right foot. He was confident, Sgt. Bailey could keep the momentum going.

Council discussed the rendering on the patrol cars.

Council President Connolly suggested a City emblem on the hood, the tailgate of the pick-up and the trunk, and a bolder City of Sisters tagline.

Councilor Blum would like to tell the cars were ours from a distance; perhaps make the car a different color.

Councilor Preedin would like the cars to be identified as Sisters vehicles from every angle, either with the seal or words.

Councilor Esterman thought there should be bold letters that read "Proudly Serving the City of Sisters." He stated it was important they stand out.

Mayor Ryan asked if there were any limitations on what could go on the vehicles. Sgt. Bailey replied he was just entering the vehicle discussion, and he was taking notes to review with the Captain. Mayor Ryan explained our community was unique, and it would be a boost if citizens could tell the cars were ours.

City Manager Misley said this was a new chapter for the City, and they wanted to get the vehicles right the first time.

3. Discussion of Emergency Declaration Extension and COVID-19

City Manager Misley recommended the City extend the emergency declaration by administrative order until June 24th. He explained once the declaration expired, all the policies we had put in place would expire. Staff would need to prepare resolutions to keep the temporary policy's in place after June 24th. He explained the City also continued to accrue expenditures that might be reimbursable because of the emergency declaration.

Council President Connolly, Councilor Blum, Councilor Preedin, and Mayor Ryan were in favor of the extension of the emergency declaration.

Councilor Esterman worried the emergency declaration sent the wrong message to businesses. He thought we might only get \$20-\$30,000 reimbursed, which was a drop in the bucket. He was worried about sending a negative message to businesses.

City Manager Misley replied based on State allocation per capita; the City could be eligible for up to \$200,000 in reimbursements. He noted the City might be able to provide economic assistance at some point with these funds. He said our emergency declaration had not had any negative impact on local businesses.

Council asked staff to move forward with an administrative order to extend the emergency declaration until June 24th.

4. Other Business-*Staff/Council*

The meeting adjourned at 6:36 pm.

Kerry Prosser, City Recorder

Chuck Ryan, Mayor

COUNCIL MEMBERS PRESENT:

Chuck Ryan	Mayor
Nancy Connolly	Council President
Andrea Blum	Councilor
Richard Esterman	Councilor
Michael Preedin	Councilor

STAFF PRESENT:

Cory Misley	City Manager
Joe O'Neill	Fin. Director
Paul Bertagna	PW Director
Kerry Prosser	City Recorder
Kim Keeton	Acct. Tech.

COMMITTEE MEMBERS:

David Moyer	Chair
Bill Hall	Committee Member
Gary Ross	Committee Member

I. CALL TO ORDER

Chair Moyer called the meeting to order at 3:30 p.m., and City Recorder Prosser took roll call.

II. ELECTION OF CHAIR

Council President Connolly nominated Dave Moyer to serve as Budget Committee Chair. Councilor Blum seconded the motion. The motion carried 8-0.

III. BUDGET MESSAGE

City Manager Misley highlighted key priorities from the budget message, including how the Council goals connect to and impact the budget. He noted this was the largest budget the City had ever proposed. City Manager Misley said the Sisters economy was more diverse and sustainable than ever, which had allowed the City to respond quickly during the COVID-19 pandemic.

IV. PUBLIC COMMENT- None

V. BUDGET PRESENTATION

Director O'Neill reviewed some changes that had been made to the budget book that would enable the reader to pick it up and understand the budget and the community.

Director O'Neill reviewed staffing and labor updates:

- One new staff position: A Parks and Events Coordinator, that would be filled in the fall.
- 2.2% Cost of Living Adjustment (COLA).
- 3% merit adjustments for performance.
- Two promotions.

Director O'Neill said noted health insurance rates would increase by 5.5%; PERS contribution rates would be 18.8% for Tier 2 and 14.5% for OPSRP. He reviewed Worker's Compensation

would have a minimal increase, and property and liability insurance would increase by 15% and 5%, respectively.

Director O'Neill reviewed changes to the General Fund revenue sources:

- Staff estimated that the rate of collected property tax would drop to 93% due to the pandemic's economic effects.
- Transient Room Tax (TRT) was projected at 50% of historical receipts for July – October 2020 with a 30% reduction in the remainder of the fiscal year.
- Created an additional reserve fund (rainy day) to accommodate if revenues fall below projections.
- Staff was cautiously optimistic about planning and inspection fees remaining stable.
- Business License fees were expected to fall in part as the City was working on a plan to allow local businesses to pay a discounted rate.
- Due to the late and limited opening of Creekside campground park, user fee revenue was expected to decline.
- State Shared Revenues (gas, cigarette, and liquor) were budgeted to increase.
- System Development Charges were budgeted conservatively in FY 2020/21.

Director O'Neill reviewed a Rainy-day reserve fund that was established to account for changes in the economic climate. A Reserve fund was also established for law enforcement.

Director O'Neill noted the total proposed budget for FY 2020/21 was \$18,000,113.

The Committee discussed changes in the amount of TRT collected and how it would be distributed.

A. General Fund

Council-Manager: Contracted services increased due to the Vision Intergovernmental Agreement and RARE participant funding. The affordable housing program was a new line item for the Affordable Housing Grant program.

Finance: Contracted services included funds for a short-term rental audit and long-range strategic planning model.

Maintenance: There was a partial capital expenditure for a new vehicle for City Hall.

Tourism: The creation of a Tourism Department this year was part of the re-organization of the General Fund. The staff had organized the breakdown of these revenues by types: restricted tourism funds were shown as a resource in the Tourism Department, and restricted affordable

housing funds were shown as a resource allocated either in the Affordable Housing Reserve or Affordable Housing Program line items. This FY 2020/21 budget included a conservative decrease in TRT revenues. The 33% of TRT restricted for tourism promotion, or tourism facilities was anticipated to decrease significantly due to COVID-19.

Parks: The City's Creekside Campground was the most significant General Fund revenue source and resources for the Parks Department. Due to COVID-19, the Campground did not open in April or May as scheduled. The staff had budgeted a conservative decrease in anticipated revenues for FY 2020/21. There was an increase in Personnel Services due to the creation of a new position to support this Department; half of the salaries and wages for the new position were allocated to this Department. There was a jump in electricity due to the heated sidewalks at Village Green Park.

Law Enforcement: The creation of a Law Enforcement Department this Fiscal Year (FY) was part of the re-organization of the General Fund. The workplan includes monitoring the first year of new law enforcement contracts with DCSO, creating a strategic plan, and holding the first Sisters-specific National Night-Out event.

Community Development: The most significant change in the FY 2020/21 Community Development Department (CDD) budget was the Comprehensive Plan and Housing Plan update. These projects were funded through the CDD Contracted Services line item. The Compressive Plan update included grant funds to support a consultant facilitating the work.

Economic Development: In 2019, the City entered into a new three-year contract to continue economic development services under the name Sisters Country Economic Development (SCED) Program. The Program focused on an economic development strategy to grow the base of locally operated traded-sector businesses that provide a range of family-wage jobs and economic diversification. The Program was designed to provide solutions relating to workforce issues, business finance, marketing, access to incentive programs, real estate development, and other factors impacting Sisters' businesses.

Chair Moyer recessed the meeting at 5:35 pm.

Chair Moyer reconvened the meeting at 5:42 pm.

B. Street Fund

The Street Fund received revenue from state highway gas tax, local fuel tax, franchise, and permit fees. Contracted services included a Transportation System Plan update and the East Portal plan. Snow removal in the downtown was also added to the budget.

The Board discussed the tree loss on the right-of-way and potential ways to stop it from reoccurring.

C. Street SDC Fund

There was \$150,000 allocated for US20/Locust roundabout work and \$50,000 for the Transportation System Plan (TSP) update.

Councilor Preedin wanted to look at somehow accelerating the Roundabout project. City Manager Misley replied we had been meeting with the Oregon Department of Transportation (ODOT), and we're working through the steps; 1. Design (ongoing) 2. Right-of-way acquisition (this year) 3. Construction.

Director Bertagna appreciated the sentiment and said we needed to know what our proportional share of the project would be; this project was going to require more skin in the game as there was currently no funding of this project with ODOT. Councilor Preedin thought we should keep the public informed and be aggressive with grant applications.

D. Park SDC Fund

There was \$12,500 allocated for the East Portal Master Plan. The Parks Master Plan would be updated in FY 2021/22.

E. Parking District Fund

The Parking District Fund provided the accounting for development fees collected from developers or businesses located in Commercial Parking District. This fund was for capital expenditures.

F. City Hall Debt Service Fund

This fund accounts for debt service payments for city hall.

G. Water Fund

The Water Fund's purpose was to operate and maintain the existing wells and all other facilities and preventative maintenance for all equipment. Projects included the completion of Well #4 in FY 2020/21. Demand from annexations and zone changes on our water system had increased water mitigation fees. Credit card fees had increased as more people were paying with cards, it was a necessary cost of doing business.

H. Water SDC Fund

The Water System Development Charge Fund accounted for planning, design, and construction of water system improvements for new development and were paid by the collection of system development charges and interest income. There was a lot of crossover on projects from the

water fund, including Well #4. It was noted, big projects affect the System Development Charges. If you run low on buildable land inventory, your growth restricts, and your System Development Charges could fall. We were conservative on revenue predictions for this fund.

I. Sewer Fund

The Sewer Fund supports the City's wastewater utility, ensuring the safe collection and discharge of wastewater effluent. Significant projects included developing the scope and procuring a consultant for the Lazy Z master plan and bio-solids removal in the City's primary lagoon. The revenue for this fund was easier to project as it was steady. We were looking at less commercial sewer use because of COVID-19.

J. Sewer SDC Fund

The Sewer System Development Charge Fund accounts for planning, design, and construction of sewer system improvements. We were conservative in the System Development Charge projection for FY 2020/21.

VI. OTHER BUSINESS

A. Preview June 02, 2020 Agenda

VII. RECESS

Chair Moyer called a recess at 7:00 p.m. and continued the meeting until June 2, 2020, at 3:30 p.m.

Kerry Prosser, City Recorder

Chuck Ryan, Mayor

COUNCIL MEMBERS PRESENT:

Chuck Ryan	Mayor
Nancy Connolly	Council President
Andrea Blum	Councilor
Richard Esterman	Councilor
Michael Preedin	Councilor

STAFF PRESENT:

Cory Miskey	City Manager
Joe O'Neill	Fin. Director
Paul Bertagna	PW Director
Kerry Prosser	City Recorder
Kim Keeton	Acct. Tech.

COMMITTEE MEMBERS:

David Moyer	Chair
Bill Hall	Committee Member
Gary Ross	Committee Member
Vacant	
Vacant	

I. RECONVENE

Chair Moyer reconvened the Budget meeting at 3:32 p.m.

II. PREVIOUS MEETING FOLLOW-UP

Councilor Blum suggested that next year the budget should be looked at through a resource management lens. For example we often talked about fire resiliency but move slowly on implementation of plans. Councilor Blum said we should not take for granted what we have; our budget should look through the lens of leaving our community a better place.

III. BUDGET PRESENTATION

A. Continue Review of Funds-None

The Committee discussed and chose a budget cover.

IV. BUDGET HEARING

A. State Revenue Sharing: A Public Hearing before the Budget Committee to Discuss Possible Uses of the Funds.

Chair Moyer opened a Public Hearing on State Revenue Sharing. There were no comments; the hearing was closed.

V. DISCUSSIONS AND MOTIONS

A. **Discussion and Consideration of a Motion** of the Budget Committee of the City of Sisters to Approve Taxes for the 2020/21 Fiscal Year at the Rate of \$2.6417 per \$1,000 of Assessed Value for the Permanent Rate Tax Levy.

Councilor Blum made a motion to approve taxes for the 2020/21 fiscal year at the rate of \$2.6417 per \$1,000 of assessed value for the permanent rate tax levy. Councilor Esterman seconded the motion. The motion carried 8-0.

- B. **Discussion and Consideration of a Motion** of the Budget Committee of the City of Sisters to Approve the Budget for the Fiscal Year 2020/21 in the Amount of \$18,000,113.

Councilor Blum made a motion to approve the budget for the FY 2020/21 in the amount of \$18,000,113. Councilor Preedin seconded the motion. The motion carried 8-0.

VI. ADJOURN

Chair Moyer adjourned the meeting at 3:40 p.m.

Kerry Prosser, City Recorder

Chuck Ryan, Mayor

MEMBERS PRESENT:

Chuck Ryan Mayor
Nancy Connolly Council President
Andrea Blum Councilor
Richard Esterman Councilor
Michael Preedin Councilor

STAFF PRESENT:

Cory Misley City Manager
Paul Bertagna PW Director
Joe O'Neill Finance Director
Kerry Prosser City Recorder
Nicole Mardell Principal Planner
Garrett Chrostek City Attorney

I CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

II ROLL CALL

City Recorder Prosser took roll call, and a quorum was established.

III APPROVAL OF AGENDA

Council President Connolly made a motion to approve the agenda. Councilor Blum seconded the motion. The motion carried 5-0.

IV VISITOR COMMUNICATION-None

V CONSENT AGENDA

- A. Minutes
 - 1. May 13, 2020 -Workshop

- B. Bills to Approve
 - 1. June 05, 2020- Accounts Payable

- C. Appoint Ann Marland to the Deschutes County Bicycle and Pedestrian Advisory Committee (BPAC) for three years.

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

VI COUNCIL BUSINESS

- A. **Continuation of a Public Hearing** to Consider an Application for a Modification to the MP 15-01/SUB 15-01 (Master Plan and Tentative Plat for the ClearPine Subdivision). The Modification would Alter the Conditions of Approval Related to the Timeline for Delivery and Type of Affordable Housing Units.

Mayor Ryan reconvened the public hearing and read the hearing procedures. He asked each Councilor to disclose any conflicts or ex-parte contact. None of the Councilors had any conflicts or ex-parte contacts. There were no challenges to any Councilor's ability to hear the matter.

Mayor Ryan asked for the staff report.

Principal Planner Mardell presented the staff report. She said this was a continuation of the May 27th hearing to consider a modification to MP 15-01/SUB 15-01, an approved Master Plan and Tentative Subdivision Plat, which carried forward affordable housing requirements from a 2007 development agreement.

The applicant volunteered to deliver eight (8) units (a 6-unit rental complex and a duplex in the MFR Zone) totaling 7,000 square feet by May 11, 2020. Although initially proposed through a development agreement, these requirements were memorialized in land-use decisions; therefore, 3 Sisters Partners, LLC, requests a modification of those decisions.

The applicant proposed modification to the following items:

- Remove the requirement to deliver the affordable units by May 11, 2020.
- Allow for the sale of property of Lots 83-88 to Sisters Habitat for Humanity to satisfy delivery of six (6) affordable units.
- Allow for delivery of affordable units through six (6) attached townhomes in place of a six (6)-unit multi-family complex.
- Allow for the construction of a deed-restricted single-family home and accessory dwelling unit (ADU) to satisfy two (2) affordable housing units in place of a duplex.
- Allow two of the eight units to be located in the Residential (R) Zone rather than the Multi-Family Residential (MFR) Zone.

During the hearing on May 27, 2020, the Councilors noted two key issues for staff and the applicant to address.

1. SDCs/Financial Contribution

Habitat for Humanity (Habitat) had requested funds from the affordable housing grant program to cover park/transportation System Development Charges for four of the six townhome units. The applicant requested that the Council allow 3 Sisters Partners to work directly with Habitat to cover the cost of the park and transportation System Development Charges and withdraw the grant application, rather than require a financial contribution be paid to the City.

The applicant stated they were working with Habitat on a private agreement. Staff and the applicant agreed upon an item in the Conditions of Approval agreement that states Habitat will withdraw their request.

2. Timeline for Delivery

Several Councilors expressed an interest in imposing a new timing requirement to ensure that the units were available for occupancy in a timely fashion and that the original developer bears responsibility in the delivery of those units. Staff and the applicant agreed upon a condition of approval to require all building permits for the Habitat townhome units on Lots 83-88 to be issued prior to final plat approval and building permit approval of any structure in Clearpine Phase 4.

The staff has provided an updated draft of the Resolution 2020-10, which included amended conditions of approval related to the timing and financial contribution issues. An amended conditions of approval agreement was also provided and has been reviewed by the applicant. Staff sent these items to City Councilors on Tuesday, June 9th, and they were now formally entered into the record alongside correspondence from the applicant.

Mayor Ryan asked if Council had any questions for staff.

Council President Connolly asked if permits had to be submitted by December of 2020. Principal Planner Mardell replied the date was not part of the conditions of approval.

Councilor Preedin asked if the staff was comfortable with the agreement. City Manager Misley replied in this situation there was no staff recommendation. He noted staff generally liked an agreement that was straight forward and enforceable.

Councilor Blum, Councilor Esterman, and Mayor Ryan did not have questions for staff.

Mayor Ryan asked for the applicant's presentation.

Peter Hall from 3 Sisters Partners explained they had worked with the City's legal counsel on changes to the proposed language. He said they continued to push Habitat to get their permits; he would like them to have all their permits by December 1, 2020. Mr. Hall said it should be a workable plan; they were covering the System Development Charge cost for all six units. He noted all units would be landscaped to ClearPine standards. Mr. Hall agreed to all the language and the deed restriction on lot 50.

Mayor Ryan asked if Council had any questions of the applicant. There were no questions.

Mayor Ryan asked if anyone would like to provide testimony in support, neutral testimony, or testimony in opposition to the application. There was no public testimony.

Mayor Ryan asked the Council how they would like to proceed. Councilors unanimously choose to close the hearing and deliberate towards a decision.

Mayor Ryan closed the public hearing.

Council President Connolly moved to approve the application with the conditions of approval recommended by Staff as presented in draft Resolution 2020-10. Councilor Preedin seconded the motion. The motion carried 5-0.

B. Discussion and Consideration of a Motion to Approve a Personal Services Agreement with Becon, LLC. for Well #4 Phase B Design and Authorize the City Manager to Execute the Agreement Subject to Legal Revisions.

Director Bertagna reviewed the timeline for Well #4. He noted the project was broken into two separate phases. Phase B would include the pumpstation, well pump/motor, and piping construction. Phase B design would take place this summer with construction starting after the well was drilled, which should be late fall/early winter. Director Bertagna explained Phase B design would begin right away, and the well should be online by June of 2021.

Mayor Ryan said since Becon was our engineer of record, was this contract a conflict. Director Bertagna replied they could have done this project under the existing contract, but legal counsel wanted a separate agreement with Becon because they had a new team working on the project with new sub-consultant rates; they also wanted a defined schedule.

Council President Connolly moved to approve a Personal Services Agreement with Becon, LLC. for Well #4 Phase B Design and Construction Administration Services in the amount not to exceed \$69,500 and authorize the City Manager to execute the agreement subject to legal revisions. Councilor Preedin seconded the motion. The motion carried 5-0.

VII OTHER BUSINESS

A. Staff Comments

City Manager Misley said a staff memo would be out by the end of next week. He reviewed there were a lot of high-profile projects for staff to work on this summer and fall. City Manager Misley noted there were only ten Council meetings in the remainder of 2020, and the Council should be prepared for a busy few months.

VIII MAYOR/COUNCILOR BUSINESS

Councilor Esterman asked if we had anything new about the sheriff cars. City Manager Misley said Sgt. Bailey was working on them; the car markings were a high priority project to get wrapped up as soon as possible.

Mayor Ryan asked where we were with the Vision/COIC intergovernmental agreement. City Manager Misley replied it would be on the June 24th agenda.

Councilor Blum liked the look of the Parklets, and noted they did not impede parking in the area.

Council President Connolly thought increases to the Republic rates were easier to justify every four years. The last rate increase came at the same time as a few other increases. She cautioned against a rolling increase.

Council President Connolly asked about the hiring process for the Community Development Director. City Manager Misley replied the announcement would be out next week. Staff was prepared to take some time on hiring this position.

Councilor Preedin said he was scheduled to speak at the Rotary on July 2, 2020, regarding COVID-19.

IX ADJOURN: 7:22 pm.

Kerry Prosser, City Recorder

Chuck Ryan, Mayor

MEMBERS PRESENT:

Chuck Ryan	Mayor
Nancy Connolly	Council President
Andrea Blum	Councilor
Richard Esterman	Councilor
Michael Preedin	Councilor

STAFF PRESENT:

Cory Misley	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 6:43 pm.

II ROLL CALL

City Recorder Prosser took roll call, and a quorum was established.

III APPROVAL OF AGENDA

Mayor Ryan added a severance and release agreement to the agenda under Other Business item B.

Council President Connolly made a motion to approve the agenda as amended. Councilor Preedin seconded the motion. The motion carried 5-0.

IV VISITOR COMMUNICATION-None

V CONSENT AGENDA

- A. Minutes
 - 1. May 27, 2020- Regular Meeting
- B. Bills to Approve
 - 1. June 19, 2020- Accounts Payable
 - 2. Preapprove July 08, 2020 Accounts Payable
- C. Approve Resolution No. 2020-11: A RESOLUTION EXTENDING THE CITY OF SISTERS WORKERS COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF SISTERS.
- D. Approve Resolution No. 2020-12: A RESOLUTION DECLARING THE MUNICIPAL SERVICES PROVIDED BY THE CITY OF SISTERS.
- E. Approve Resolution No. 2020-13: A RESOLUTION AMENDING THE PAY PLAN CLASSIFICATION FOR THE CITY OF SISTERS.
- F. Approve an Intergovernmental Agreement between Central Oregon Intergovernmental Council and the City of Sisters for Vision Facilitation and Implementation and Authorize the City Manager to Execute the Agreement.

- G. Approve a Personal Services Agreement with Spindrift Forestry Consulting, LLC for City Forester Services and Authorize the City Manager to Execute the Agreement.
- H. Issue a Neutral Recommendation on the OLCC Application from Sisters Supper Club, LLC for a Full On-Premises, For-Profit Private Club Liquor License. *Removed from the agenda*

Mayor Ryan asked that Item H be removed from the Consent Agenda.

Council President Connolly made a motion to remove item H from the Consent Agenda. Councilor Blum seconded the motion. The motion carried 5-0.

Council President Connolly made a motion to approve the Consent Agenda as amended. Councilor Preedin seconded the motion. The motion carried 5-0.

VI COUNCIL BUSINESS

- A. **Public Hearing and Consideration of Resolution No. 2020-14:** A RESOLUTION ADOPTING THE FISCAL YEAR 2020/21 BUDGET, APPROPRIATING FUNDS, APPROVING A TAX LEVY AND DIRECTING STAFF TO FILE THE BUDGET WITH THE COUNTY CLERK.

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Council President Connolly made a motion to adopt Resolution 2020-14. Councilor Preedin seconded the motion. The motion carried 5-0.

- B. **Public Hearing and Consideration of Resolution No. 2020-15** A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Councilor Preedin made a motion to adopt Resolution 2020-15. Councilor Blum seconded the motion. The motion carried 5-0.

- C. **Public Hearing and Consideration of Resolution No. 2020-16:** A RESOLUTION OF THE CITY OF SISTERS ADOPTING A SUPPLEMENTAL BUDGET AND ESTABLISHING APPROPRIATIONS WITHIN THE 2019/20 BUDGET.

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Councilor Esterman made a motion to adopt Resolution 2020-16. Councilor Blum seconded the motion. The motion carried 5-0

D. Public Hearing and Consideration of Resolution 2020-17: A RESOLUTION OF THE CITY OF SISTERS ADOPTING CHANGES TO THE MASTER FEE SCHEDULE

Mayor Ryan opened the public hearing. Director O'Neill reviewed the staff report. Mayor Ryan asked for public comment; there was none; he closed the public hearing.

Councilor Preedin made a motion to adopt Resolution 2020-17. Councilor Esterman seconded the motion. The motion carried 5-0.

E. Discussion and Consideration of Resolution No. 2020-18: A RESOLUTION OF CITY OF SISTERS ADOPTING A TEMPORARY PROGRAM CONCERNING THE LIMITED USE OF CITY REGULATED PARKLETS ADJACENT TO CERTAIN CITY BUSINESSES IN FURTHERANCE OF ENCOURAGING SOCIAL DISTANCING.

Director Bertagna reviewed the pilot Parklet project had gone well, and the staff was comfortable moving it forward. The guidelines would be reviewed every 30 days, and the program would sunset on October 15, 2020.

Councilor Preedin thought it was a great program. Council President Connolly asked if we gave any direction on enhancing the look of the barrels. Director Bertagna replied we asked the business owners to make it look nice. Councilor Preedin asked if there had been any negative comments. City Manager Mисley replied there had been none. Councilor Preedin asked staff to be aware of sightlines on corners. Director Bertagna replied safety was a primary focus, and we had involved our traffic engineer in developing the project.

Council President Connolly made a motion to adopt Resolution 2020-18. Councilor Blum seconded the motion. The motion carried 5-0.

F. Discussion and Consideration of Resolution No. 2020-19: A RESOLUTION OF CITY OF SISTERS TEMPORARILY SUSPENDING UTILITY SERVICE SHUTOFFS AND TERMINATIONS.

Director O'Neill reviewed this program waived late fees and water turn-offs. He said the program would terminate on October 31, 2020. Director O'Neill noted there were approximately 18-24 accounts staff would work with to become current.

Councilor Esterman made a motion to adopt Resolution 2020-19. Councilor Preedin seconded the motion. The motion carried 5-0.

G. Discussion and Consideration of Resolution No. 2020-20: A RESOLUTION OF CITY OF SISTERS ESTABLISHING THE 2020/2021 FISCAL YEAR BUSINESS LICENSE RENEWAL FEE FOR CERTAIN BUSINESSES LOCATED WITHIN CITY'S INCORPORATED LIMITS.

Director O'Neill reviewed the business license fee reduction would be limited to businesses located within the City limits. The new rate would be \$26.25, plus parking district fees. He noted there would be a \$35,000 impact to the general fund.

Councilor Preedin and Councilor Esterman both thought we were only cutting the fee 25%. Both were comfortable with the current program.

Councilor Blum made a motion to adopt Resolution 2020-20. Councilor Preedin seconded the motion. The motion carried 5-0.

H. Discussion and Consideration of a Motion to Award a Public Improvement Contract to WEBEDONE INC, dba Abbas Well Drilling in an Amount not to Exceed \$354,220 for the Construction of Well No. 4 Phase A and Authorize the City Manager to Execute the Contract.

Director Bertagna reviewed this was the first of two construction phases for Well No. 4. He noted we had received four good bids for this project.

Councilor Preedin made a motion to award a public improvement contract to WEBEDONE INC, dba Abbas Well Drilling in an amount not to exceed \$354,220 for the construction of Well No. 4 Phase A and authorize the City Manager to execute the contract. Council President Connolly seconded the motion. The motion carried 5-0.

I. Discussion and Consideration of a Motion to Approve an Agreement between the City of Sisters and the Sisters Area Chamber of Commerce to Provide Tourism-Related Services for FY 2020/21 and Authorize the City Manager to Execute the Agreement.

City Manager Misley noted this was a one-year contract for tourism promotion services. He said this was a bridge contract while the City, Chamber, and local stakeholders developed a tourism strategic plan. City Manager Misley explained the critical change in this contract was that 33% of the Transient Room Tax (TRT) would be allocated to the

Chamber of Commerce vs. the previous flat amount of \$250,000. This was a proportional share of the collected TRT. He said the Chamber was comfortable with the changes to the contract.

Councilor Blum asked if the Chamber was aware of our new parks and event position and was there any conflict. City Manager Misley replied the position was not in conflict with the Chamber; most of the position would be park planning and public event administration. He thought the position would help build relationships with the Chamber and other event promoters.

Councilor Preedin noted they had worked hard to reach an agreement without this one-year bridge contract but had been derailed by COVID-19. He was optimistic about the strategic plan process. Councilor Esterman thought there might be some competition for this contract in the future.

Councilor Blum made a motion to approve an agreement between the City of Sisters and the Sisters Area Chamber of Commerce to provide Tourism-Related Services for FY 2020/21 with modifications to Section 1.3 and Schedule 1.2 and authorize the City Manager to execute the agreement. Councilor Esterman seconded the motion. The motion carried 5-0.

VII OTHER BUSINESS

A. Review a Habitat for Humanity Affordable Housing Grant Application in the amount of \$6,627 for Three Village Meadows Homes on Desert Rose Loop. City Manager Misley reviewed this was the first year for the grant program, and we had received one application from Habitat for Humanity. The original Habitat application asked for grants for parks and transportation system development charges on seven homes. The applicant had amended their request for reimbursement for system development charges on three existing homes on Desert Rose Loop. Staff was looking for Council support to move forward on the grant agreement. Council agreed staff should move forward.

B. Review a Severance and Release Agreement.
Mayor Ryan reviewed this was a severance and release agreement for the Community Development Director.

Councilor Blum moved to approve the severance agreement and authorize the Mayor to sign the agreement. Councilor Preedin seconded the motion. The motion carried 5-0.

C. Staff Comments

Director Bertagna said there was a night grind and inlay project on Hood Avenue beginning Thursday night. All the business owners had been notified of the project.

Director O'Neill reviewed the City had received multiple grants, including A Ford Family Foundation grant for the RARE position: \$10,000, Locust Multi-use Path: \$25,000 a small cyber security grant, and reimbursement from the CARES act for \$18,000 for COVID-19 related expenses.

City Manager Misley expected interviews for the Deschutes County Sheriff Sisters deputy positions would be scheduled in July. He noted he would have a regularly scheduled meeting with Sargent Bailey, and they would be working on getting the deputies up to speed on our ordinances and enforcement. City Manager Misley said they were close to finalizing the markings on the City Sheriff cars; he would reach out to Councilors individually to get their input.

City Manager Misley reviewed interviews for the RARE participant would happen in mid-July and the position would be in place in September.

City Manager Misley said staff would be discussing whether we would be opening the campground up to full capacity on July 1st. Councilors were comfortable with the campground opening to full capacity.

VIII MAYOR/COUNCILOR BUSINESS

Councilor Esterman asked what the status was of opening City Hall to the public. City Manager Misley replied there was no set date for reopening. He said it was critical that staff could work in person, and he wanted to be mindful of staff's interaction with the public. He said we might open in July.

Councilor Blum said the ribbon cutting for the Deschutes County Stabilization Center was on July 1st at 9:00 am.

Mayor Ryan noted the Vision agreement was essential to keep the Vision moving forward. The formation of an executive team and the addition of the RARE position this year were critical in getting work done on Vision projects.

IX ADJOURN: 7:50 pm.

Kerry Prosser, City Recorder

Chuck Ryan, Mayor

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JUNE 24, 2020

MEMBERS PRESENT:

Chuck Ryan	Mayor
Nancy Connolly	Council President
Andrea Blum	Councilor
Richard Esterman	Councilor
Michael Preedin	Councilor

STAFF PRESENT:

Cory Misley	City Manager
Paul Bertagna	PW Director
Joe O'Neill	Finance Director
Kerry Prosser	City Recorder
Alan Dale	City Attorney

GUESTS:

Kristin Steiner	General Manager, Republic Services
Susan Baker	Municipal Manager, Republic Services
Randy Stutzman	Finance Manager, Republic Services

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

1. Review the Draft Ordinance for Right of Way Licensing.

Attorney Dale reviewed a memo on the draft Utility Right of way Licensing Ordinance. He said City staff circulated the draft ordinance to utilities operating in the City for comments. The memo included a summary of small wireless facilities (SWF) and the input from the utilities.

Attorney Dale explained that cellular telecommunication companies were currently in the process of installing SWFs throughout the country. SWF equipment consists of antennae and wireless routers intended to improve 4G efficiency and support a 5G system. Cities may regulate (a) the siting and appearance of SWF equipment through development code provisions, and (b) a utility's use of the public right-of-way for SWF purposes.

On October 15, 2018, the Federal Communications Commission ("FCC") issued a Declaratory Ruling limiting local regulatory authority over zoning and right-of-way management for SWF installations. The Order limits the fees a local government may impose on a utility desiring to install SWFs in the local government's right-of-way and imposes "shot clocks" (time limits) for when a local government must respond to a SWF application.

Attorney Dale reviewed the Order was currently pending appeal in the Ninth Circuit Court of Appeals, and a ruling was expected by the end of 2020. We were monitoring the status of the Order and pending appeal.

WORKSHOP MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JUNE 24, 2020

Attorney Dale said the Ordinance was intended to be implemented consistent with the Order if the Order was in effect.

Councilor Preedin asked if the 5G system used the same systems that were currently in place. City Manager Misley replied it would be new infrastructure generally rolled out in urban areas; the broader grid would stay in effect. City Manager Misley said we had various antenna around Sisters but did not have 5G yet. Attorney Dale noted guidance continued to come out, and League of Oregon Cities had recently issued additional guidance. He said they had been working with a few cities on this topic.

Councilor Blum asked if the development code had language that regulated the aesthetics of this on private property. City Manager Misley replied our design standards would regulate private property. Councilor Blum asked if the utilities located these on private property would we have any control. City Manager Misley replied logistically it would be hard for the utility to negotiate with many property owners, and they would prefer to locate them on streetlights and power poles. He noted we might need to do some code work to have consistency in what these installations look like.

Mayor Ryan asked if the Oregon Cities who were challenging this Order were focused on timing or other aspects of the Order. Attorney Dale replied the Order was expansive, and broadly speaking, the challenge from Oregon cities was because the Order impaired our home rule ability to regulate the ROW. He said not all the pieces being challenged in this Order fall within ROW management.

Attorney Dale reviewed the City had received feedback on the proposed Ordinance from the following utilities: Central Electric Cooperative, Inc ("CEC"); CenturyLink; and TDS Broadband Service LLC, d/b/a BendBroadband ("TDS"). The feedback was summarized as follows: concerns with the application of the Ordinance on existing franchise agreements; proposed revisions to the Ordinance; and challenges to City's authority to adopt and otherwise enforce the Ordinance.

CEC requested the City revise the Ordinance so that it expressly recognized the existing rights and obligations of CEC's franchise agreement with the City. Attorney Dale said all utilities, even those operating under existing franchise agreements, must obtain a license and pay the license fee. CEC and CenturyLink asked the City to "exempt" existing franchises (and utility facilities) from the provisions of the Ordinance.

CenturyLink proposed several revisions to the Ordinance, including removing the City's authority to prescribe where (and in which right-of-way) utility facilities would be located.

revising (limiting) the definition of gross revenues; extending some notice requirements (e.g., requiring the City provide 90 (as opposed to 30) days' advance notice to a utility to relocate its facilities); and deleting the City's authority to require relocation of facilities in certain circumstances (e.g., pursuant to a beautification, streetscape, and/or other City improvement project).

TDS alleged that a separate FCC order issued in August 2019 preempts the City from imposing certain additional requirements on TDS's operations in the City beyond what the City required under the franchise agreement between TDS and the City. Specifically, TDS requests that the City revise the license fee and renewal provisions as applied to cable systems. This recent Order was appealed and is currently pending in the Sixth Circuit Court of Appeals. We were continuing to monitor the matter and analyze the application of this Order on the Ordinance.

City Manager Misley asked Council if the staff was on an appropriate path; we intend to continue to refine the Ordinance and work with our utility partners. He did not want to water down this Ordinance, it was in the City's long-term interest to move this Ordinance forward. Attorney Dale noted it was a trend towards this for uniform management of the ROW. City Manager Misley explained we might still have some franchise agreements that dealt with items like exclusivity.

Councilor Blum asked about regional conformity. City Manager Misley replied many utility carriers across the region had negotiated separate agreements with every entity.

Councilor Preedin stated every City was different, and we needed to represent Sisters, we need to do what was best for us while respecting agreements that were in place.

Mayor Ryan thought the feedback from the utilities was their sweet spot.

City Manager Misley said we had communicated to the utilities this was not a fast track, we wanted to set-up partnerships that lasted for a long time, and we would address their concerns.

Councilor Blum clarified the Ordinance would eventually supersede the Franchise Agreements. City Manager Misley said one of the Council's decision points was if the Ordinance would supersede the Franchise agreements; if it did not, we were back to square one.

Council President Connolly thought the Ordinance would prevent us from forgetting expirations of franchise agreements; it was one size fits all.

Council President Connolly was concerned about losing home rule with the regulations. City Manager Misley replied LOC was on the topic with their lobbyists, and larger cities were paving the way. Council President Connolly asked with the pending court rulings, should we wait to move forward. Attorney Dale replied staff should continue to work through the draft because it had a broader application.

Councilor Esterman asked how many franchise agreements we had, and Director Bertagna replied six. Councilor Esterman had a problem with the Ordinance superseding the previously negotiated franchise agreements.

City Manager Misley explained we would be moving towards one Ordinance that applied to all users and would get us back to uniformity. He noted as we refined the draft, we would work with the utility providers. We expected letters and testimony coming to Council from the providers. City Manager Misley said it would take months to chip away at this draft. Staff would continue to keep the Council informed on updates to the Ordinance.

2. Review Republic Services Proposed Rate Increase.

Republic Services submitted four options for Council's review.

Option #1 Original Request: 9% increase beginning Aug 1, 2020. The recycling market had plummeted, causing our financials to reflect low single-digit margins. Additionally, we had not asked for a rate increase in three years while the normal cost of business had risen.

Option #2 Original Request w/ Guarantee: 9% increase beginning Aug 1, 2020, with a guarantee of no rate increase request next year. A 9% rate increase would reflect the true cost of recycling and general operating costs and would put margins in a healthy but acceptable range. We were offering to forego a rate request next year, barring any city fee increases that would warrant further discussion.

Option #3 Split: 5% increase beginning Aug 1, 2020 and 4% beginning Jan 1, 2021. This spreads out the impact, so customers have time to adjust. However, multiple rate increases back-to-back may be perceived as worse by customers.

Option #4 Undetermined Request: 6% beginning Aug 1, 2020 w/ another undetermined request next year. This option would reduce the burden on the customer this year. It was under the assumption that we would request another rate increase next year, July 1, 2021, at an amount to cover additional rising costs, and any fee increases.

Council discussed the options.

Councilor Esterman liked option one. Council President Connolly, Councilor Preedin, and Mayor Ryan choose option two, and Councilor Blum was comfortable with option one or two. Council asked staff to move forward with option two.

3. Other Business.

The meeting adjourned at 6:34 pm.

Kerry Prosser, City Recorder

Chuck Ryan, Mayor

PACKET: 03079 AP 7/22/2020 KK

VENDOR SET: 01 CITY OF SISTERS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-0907	AIRGAS USA, LLC					
I-9972186751		CHLORINE	81.50			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		CHLORINE		02 5-00-712	CHEMICALS	81.50
		=== VENDOR TOTALS ===	81.50			
=====						
01-0018	BAXTER AUTO PARTS					
I-28-657287		WIPER BLADES	58.63			
7/07/2020	AP-US	DUE: 8/15/2020 DISC: 8/10/2020	1.17CR	1099: N		
		WIPER BLADES		01 5-03-796	VEHICLE MAINTENANCE	11.68
		WIPER BLADES		01 5-05-796	VEHICLE MAINTENANCE	11.68
		WIPER BLADES		02 5-00-796	VEHICLE MAINTENANCE	11.68
		WIPER BLADES		03 5-00-796	VEHICLE MAINTENANCE	11.68
		WIPER BLADES		05 5-00-796	VEHICLE MAINTENANCE	11.91
I-28-657289		WIPER BLADES - DM	13.80			
7/07/2020	AP-US	DUE: 8/15/2020 DISC: 8/10/2020	0.28CR	1099: N		
		WIPER BLADES - DM		01 5-03-796	VEHICLE MAINTENANCE	1.38
		WIPER BLADES - DM		01 5-05-796	VEHICLE MAINTENANCE	1.38
		WIPER BLADES - DM		02 5-00-796	VEHICLE MAINTENANCE	1.38
		WIPER BLADES - DM		03 5-00-796	VEHICLE MAINTENANCE	4.14
		WIPER BLADES - DM		05 5-00-796	VEHICLE MAINTENANCE	5.52
I-28-657830		SPARK PLUG,WIRES	41.05			
7/13/2020	AP-US	DUE: 8/15/2020 DISC: 8/10/2020	0.82CR	1099: N		
		SPARK PLUG,WIRES		03 5-00-796	VEHICLE MAINTENANCE	20.53
		SPARK PLUG,WIRES		05 5-00-796	VEHICLE MAINTENANCE	20.52
I-28-657833		WIRE SET	7.58			
7/13/2020	AP-US	DUE: 8/15/2020 DISC: 8/10/2020	0.15CR	1099: N		
		WIRE SET		03 5-00-796	VEHICLE MAINTENANCE	3.79
		WIRE SET		05 5-00-796	VEHICLE MAINTENANCE	3.79
I-28-657864		WIRES	41.07			
7/13/2020	AP-US	DUE: 8/15/2020 DISC: 8/10/2020	0.82CR	1099: N		
		WIRES		03 5-00-796	VEHICLE MAINTENANCE	20.54
		WIRES		05 5-00-796	VEHICLE MAINTENANCE	20.53
I-28-657879		SPARK PLUG WIRE	10.66			
7/13/2020	AP-US	DUE: 8/15/2020 DISC: 8/10/2020	0.21CR	1099: N		
		SPARK PLUG WIRE		03 5-00-796	VEHICLE MAINTENANCE	5.33
		SPARK PLUG WIRE		05 5-00-796	VEHICLE MAINTENANCE	5.33
		=== VENDOR TOTALS ===	172.79			

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01-1182		BEND BULLETIN				
I-57839-JULY 2020		26 WEEK SUBSCRIPTION	182.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		26 WEEK SUBSCRIPTION		01 5-01-733	DUES & SUBSCRIPTIONS	182.00
		=== VENDOR TOTALS ===	182.00			
=====						
01-0716		BI-MART CORPORATION				
I-8520		TRASH BAGS, DETERGENT	36.73			
7/06/2020	AP-US	DUE: 7/06/2020 DISC: 7/06/2020		1099: N		
		TRASH BAGS, DETERGENT		01 5-05-795	SUPPLIES	36.73
		=== VENDOR TOTALS ===	36.73			
=====						
01-1145		COMPLETE SCREENING AGENCY, LLC				
I-CS9199-6/30/2020		BACKGROUND CHECK-JD	26.75			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		BACKGROUND CHECK-JD		01 5-05-704	RECRUITMENT	26.75
		=== VENDOR TOTALS ===	26.75			
=====						
01-0210		CONSOLIDATED SUPPLY CO.				
I-S09733623.001		LEAK CLAMP	434.92			
6/26/2020	AP-US	DUE: 6/26/2020 DISC: 6/26/2020		1099: N		
		LEAK CLAMP		02 5-00-795	SUPPLIES	434.92
		=== VENDOR TOTALS ===	434.92			
=====						
01-0596		DICKEY AND TREMPER, LLP				
I-68947		19/20 AUDIT SERVICES	8,000.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		19/20 AUDIT SERVICES		01 5-02-706	AUDIT FEES	3,764.00
		19/20 AUDIT SERVICES		02 5-00-706	AUDIT FEES	927.20
		19/20 AUDIT SERVICES		03 5-00-706	AUDIT FEES	1,855.20
		19/20 AUDIT SERVICES		05 5-00-706	AUDIT FEES	1,453.60
I-68948		URA AUDIT 19/20	1,000.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		URA AUDIT 19/20		21 5-00-706	AUDITING SERVICES	1,000.00
		=== VENDOR TOTALS ===	9,000.00			

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01-0028		FERGUSON ENTERPRISES, INC. #30				
I-0892598		METER ADAPTERS	407.92			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		METER ADAPTERS		02 5-00-788	METERS & PARTS	407.92
I-0894504		METER ADAPTERS	788.04			
7/07/2020	AP-US	DUE: 7/07/2020 DISC: 7/07/2020		1099: N		
		METER ADAPTERS		02 5-00-788	METERS & PARTS	788.04
I-0895183		1" METERS	1,039.48			
7/07/2020	AP-US	DUE: 7/07/2020 DISC: 7/07/2020		1099: N		
		1" METERS		02 5-00-788	METERS & PARTS	1,039.48
I-0895185		1" METER	259.87			
7/07/2020	AP-US	DUE: 7/07/2020 DISC: 7/07/2020		1099: N		
		1" METER		02 5-00-788	METERS & PARTS	259.87
I-0895465		METERS	4,326.48			
7/07/2020	AP-US	DUE: 7/07/2020 DISC: 7/07/2020		1099: N		
		METERS		02 5-00-788	METERS & PARTS	4,326.48
		=== VENDOR TOTALS ===	6,821.79			
=====						
01-0512		GC SYSTEMS, INC.				
I-395454		SOLENOID CONTROL	1,686.92			
7/02/2020	AP-US	DUE: 7/02/2020 DISC: 7/02/2020		1099: N		
		SOLENOID CONTROL		02 5-00-765	IMPROVEMENTS & REPAIRS	1,686.92
		=== VENDOR TOTALS ===	1,686.92			
=====						
01-0565		GSI WATER SOLUTIONS, INC.				
I-0283.004-105		WATER RIGHT SUPPORT/REVIEW	196.50			
7/06/2020	AP-US	DUE: 7/06/2020 DISC: 7/06/2020		1099: N		
		WATER RIGHT SUPPORT/REVIEW		02 5-00-726	CONTRACTED SERVICES	196.50
		=== VENDOR TOTALS ===	196.50			
=====						
01-0366		HIGH DESERT AUTOMOTIVE SUPPLY,				
I-573513		FLOOR CREEPER	264.99			
7/03/2020	AP-US	DUE: 7/03/2020 DISC: 7/03/2020		1099: N		
		FLOOR CREEPER		05 5-00-746	SMALL TOOLS & EQUIPMENT	50.39
		FLOOR CREEPER		02 5-00-746	SMALL TOOLS & EQUIPMENT	55.70
		FLOOR CREEPER		03 5-00-746	SMALL TOOLS & EQUIPMENT	71.36
		FLOOR CREEPER		01 5-05-746	SMALL TOOLS & EQUIPMENT	53.04
		FLOOR CREEPER		01 5-03-746	SMALL TOOLS & EQUIPMENT	34.50
		=== VENDOR TOTALS ===	264.99			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-0017		HOYT'S HARDWARE				

I-588792		BRASS HOLE COVER	14.98			
7/10/2020	AP-US	DUE: 7/10/2020 DISC: 7/10/2020		1099: N		
		BRASS HOLE COVER		02 5-00-795	SUPPLIES	14.98
		=== VENDOR TOTALS ===	14.98			
=====						
01-0143		NORCO				

I-29627578		20#	21.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		20#		01 5-03-795	SUPPLIES	2.10
		20#		01 5-05-795	SUPPLIES	2.73
		20#		02 5-00-795	SUPPLIES	5.25
		20#		03 5-00-795	SUPPLIES	6.09
		20#		05 5-00-795	SUPPLIES	4.83
		=== VENDOR TOTALS ===	21.00			
=====						
01-1071		OFFICE DEPOT				

I-103792518001		WIRELESS MOUSE/KEYBOARD	18.35			
7/10/2020	AP-US	DUE: 7/10/2020 DISC: 7/10/2020		1099: N		
		WIRELESS MOUSE/KEYBOARD		01 5-07-714	OFFICE SUPPLIES	18.35

I-104756510001		CHAIRMAT	34.99			
7/09/2020	AP-US	DUE: 7/09/2020 DISC: 7/09/2020		1099: N		
		CHAIRMAT		01 5-07-714	OFFICE SUPPLIES	34.99

I-104756813001		TAPE MEASURE	7.99			
7/09/2020	AP-US	DUE: 7/09/2020 DISC: 7/09/2020		1099: N		
		TAPE MEASURE		01 5-01-714	OFFICE SUPPLIES	1.20
		TAPE MEASURE		01 5-02-714	OFFICE SUPPLIES	1.27
		TAPE MEASURE		01 5-03-795	SUPPLIES	0.16
		TAPE MEASURE		01 5-05-714	OFFICE SUPPLIES	0.72
		TAPE MEASURE		01 5-07-714	OFFICE SUPPLIES	2.00
		TAPE MEASURE		02 5-00-714	OFFICE SUPPLIES	1.12
		TAPE MEASURE		03 5-00-714	OFFICE SUPPLIES	0.64
		TAPE MEASURE		05 5-00-714	OFFICE SUPPLIES	0.88

I-105338920001		PAPER, NOTEBOOKS	58.08			
7/09/2020	AP-US	DUE: 7/09/2020 DISC: 7/09/2020		1099: N		
		PAPER, NOTEBOOKS		01 5-01-715	POSTAGE	26.14
		PAPER, NOTEBOOKS		01 5-02-715	POSTAGE	6.39
		PAPER, NOTEBOOKS		01 5-07-715	POSTAGE	14.52
		PAPER, NOTEBOOKS		02 5-00-715	POSTAGE	4.65
		PAPER, NOTEBOOKS		03 5-00-715	POSTAGE	4.65
		PAPER, NOTEBOOKS		05 5-00-715	POSTAGE	1.73

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-1071 OFFICE DEPOT (** CONTINUED **)

I-105338920001-1		NOTEBOOKS,BL PAPER	42.64			
7/09/2020	AP-US	DUE: 7/09/2020 DISC: 7/09/2020		1099: N		
		NOTEBOOKS,BL PAPER		01 5-01-714	OFFICE SUPPLIES	6.42
		NOTEBOOKS,BL PAPER		01 5-02-714	OFFICE SUPPLIES	6.79
		NOTEBOOKS,BL PAPER		01 5-03-795	SUPPLIES	0.84
		NOTEBOOKS,BL PAPER		01 5-05-714	OFFICE SUPPLIES	3.84
		NOTEBOOKS,BL PAPER		01 5-07-714	OFFICE SUPPLIES	10.66
		NOTEBOOKS,BL PAPER		02 5-00-714	OFFICE SUPPLIES	5.97
		NOTEBOOKS,BL PAPER		03 5-00-714	OFFICE SUPPLIES	3.40
		NOTEBOOKS,BL PAPER		05 5-00-714	OFFICE SUPPLIES	4.72

I-105340057001		BINDERS	39.06			
7/09/2020	AP-US	DUE: 7/09/2020 DISC: 7/09/2020		1099: N		
		BINDERS		01 5-01-714	OFFICE SUPPLIES	5.88
		BINDERS		01 5-02-714	OFFICE SUPPLIES	6.22
		BINDERS		01 5-03-795	SUPPLIES	0.77
		BINDERS		01 5-05-714	OFFICE SUPPLIES	3.51
		BINDERS		01 5-07-714	OFFICE SUPPLIES	9.76
		BINDERS		02 5-00-714	OFFICE SUPPLIES	5.47
		BINDERS		03 5-00-714	OFFICE SUPPLIES	3.12
		BINDERS		05 5-00-714	OFFICE SUPPLIES	4.33

=== VENDOR TOTALS === 201.11

01-0303 OREGON HEALTH AUTHORITY

I-07152020		WATER CERTIFICATION-RB	140.00			
7/15/2020	AP-US	DUE: 7/15/2020 DISC: 7/15/2020		1099: N		
		WATER CERTIFICATION-RB		02 5-00-740	EDUCATION	140.00

=== VENDOR TOTALS === 140.00

01-0944 QUANTUM COMMUNICATION

I-INV49694		TELEPHONE JULY 2020	914.13			
7/05/2020	AP-US	DUE: 7/05/2020 DISC: 7/05/2020		1099: N		
		TELEPHONE JULY 2020		01 5-01-735	TELEPHONE	42.29
		TELEPHONE JULY 2020		01 5-02-735	TELEPHONE	42.29
		TELEPHONE JULY 2020		01 5-03-735	TELEPHONE	30.21
		TELEPHONE JULY 2020		01 5-05-735	TELEPHONE	54.37
		TELEPHONE JULY 2020		01 5-07-735	TELEPHONE	96.66
		TELEPHONE JULY 2020		02 5-00-735	TELEPHONE	114.79
		TELEPHONE JULY 2020		03 5-00-735	TELEPHONE	111.76
		TELEPHONE JULY 2020		05 5-00-735	TELEPHONE	111.76
		CITY HALL		01 5-03-735	TELEPHONE	93.00
		PWHQ		01 5-03-735	TELEPHONE	62.00
		SEWER		05 5-00-735	TELEPHONE	155.00

=== VENDOR TOTALS === 914.13

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0219	QUILL CORPORATION					

I-7978937		HAND SANITIZER-CH	59.96			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		HAND SANITIZER-CH		01 5-01-714	OFFICE SUPPLIES	9.02
		HAND SANITIZER-CH		01 5-02-714	OFFICE SUPPLIES	9.55
		HAND SANITIZER-CH		01 5-03-795	SUPPLIES	1.19
		HAND SANITIZER-CH		01 5-05-714	OFFICE SUPPLIES	5.40
		HAND SANITIZER-CH		01 5-07-714	OFFICE SUPPLIES	14.99
		HAND SANITIZER-CH		02 5-00-714	OFFICE SUPPLIES	8.40
		HAND SANITIZER-CH		03 5-00-714	OFFICE SUPPLIES	4.78
		HAND SANITIZER-CH		05 5-00-714	OFFICE SUPPLIES	6.63
		=== VENDOR TOTALS ===	59.96			
=====						
01-0155	SWEENEY PLUMBING, INC					

I-47202		CAMPGROUND URNIAL REPAIR	189.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		CAMPGROUND URNIAL REPAIR		01 5-05-786	PARK MAINTENANCE	189.00
		=== VENDOR TOTALS ===	189.00			
=====						
01-0052	THE NUGGET NEWSPAPER					

I-90484		SPECIAL AD SPONSORSHIP	1,998.00			
7/14/2020	AP-US	DUE: 7/14/2020 DISC: 7/14/2020		1099: N		
		SPECIAL AD SPONSORSHIP		01 5-01-705	ADVERTISING	1,998.00
		=== VENDOR TOTALS ===	1,998.00			
=====						
01-0080	UNIVAR USA INC.					

I-48649415		LIQUICHLOR	1,345.80			
7/09/2020	AP-US	DUE: 7/09/2020 DISC: 7/09/2020		1099: N		
		LIQUICHLOR		05 5-00-712	CHEMICALS	1,345.80
		=== VENDOR TOTALS ===	1,345.80			
=====						
01-0043	WCP SOLUTIONS					

I-667120		CLOROX WIPES	251.40			
7/09/2020	AP-US	DUE: 8/25/2020 DISC: 7/19/2020	2.51CR	1099: N		
		CLOROX WIPES		01 5-01-714	OFFICE SUPPLIES	30.17
		CLOROX WIPES		01 5-02-714	OFFICE SUPPLIES	32.65
		CLOROX WIPES		01 5-03-795	SUPPLIES	7.53
		CLOROX WIPES		01 5-05-714	OFFICE SUPPLIES	20.09
		CLOROX WIPES		01 5-07-714	OFFICE SUPPLIES	70.32
		CLOROX WIPES		02 5-00-714	OFFICE SUPPLIES	35.16
		CLOROX WIPES		03 5-00-714	OFFICE SUPPLIES	22.60
		CLOROX WIPES		05 5-00-714	OFFICE SUPPLIES	32.88
		=== VENDOR TOTALS ===	251.40			

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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-0891	WINSUPPLY						
I-27885100		IRRIGATION	190.00				
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N			
		IRRIGATION		01 5-05-786	PARK MAINTENANCE		190.00
		=== VENDOR TOTALS ===	190.00				
=====							
01-0428	XEROX CORPORATION						
I-010735146		7970 COPIER LEASE JUNE 2020	524.66				
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N			
		7970 COPIER LEASE JUNE 2020		01 5-01-721	COPIER/PRINTER		168.03
		7970 COPIER LEASE JUNE 2020		01 5-02-721	COPIER/PRINTER		94.29
		7970 COPIER LEASE JUNE 2020		01 5-05-721	COPIER/PRINTER		26.15
		7970 COPIER LEASE JUNE 2020		01 5-07-721	COPIER/PRINTER		162.55
		7970 COPIER LEASE JUNE 2020		02 5-00-721	COPIER/PRINTER		36.87
		7970 COPIER LEASE JUNE 2020		05 5-00-721	COPIER/PRINTER		36.77
I-010735147		7845 COPIER LEASE JUNE 2020	295.74				
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N			
		7845 COPIER LEASE JUNE 2020		01 5-01-721	COPIER/PRINTER		94.72
		7845 COPIER LEASE JUNE 2020		01 5-02-721	COPIER/PRINTER		53.15
		7845 COPIER LEASE JUNE 2020		01 5-05-721	COPIER/PRINTER		14.74
		7845 COPIER LEASE JUNE 2020		01 5-07-721	COPIER/PRINTER		91.62
		7845 COPIER LEASE JUNE 2020		02 5-00-721	COPIER/PRINTER		20.79
		7845 COPIER LEASE JUNE 2020		05 5-00-721	COPIER/PRINTER		20.72
		=== VENDOR TOTALS ===	820.40				
		=== PACKET TOTALS ===	25,050.67				

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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-1141		ANDERSON PERRY & ASSOCIATES, I					
I-68644		WA1904 WELL 4	3,884.00				
6/25/2020	AP-US	DUE: 6/25/2020 DISC: 6/25/2020		1099: Y			
		WA1904 WELL 4		11 5-00-906	CAPITAL OUTLAY		3,884.00
		=== VENDOR TOTALS ===	3,884.00				
=====							
01-0018		BAXTER AUTO PARTS					
I-28-655172		HITCH EXTENDER	74.19				
6/18/2020	AP-US	DUE: 7/15/2020 DISC: 7/10/2020	1.48CR	1099: N			
		HITCH EXTENDER		01 5-03-796	VEHICLE MAINTENANCE		37.10
		HITCH EXTENDER		05 5-00-796	VEHICLE MAINTENANCE		37.09
I-28-656644		TRAILER HITCH	40.73				
6/29/2020	AP-US	DUE: 7/15/2020 DISC: 7/10/2020	0.81CR	1099: N			
		TRAILER HITCH		01 5-03-796	VEHICLE MAINTENANCE		8.11
		TRAILER HITCH		01 5-05-796	VEHICLE MAINTENANCE		8.11
		TRAILER HITCH		02 5-00-796	VEHICLE MAINTENANCE		8.11
		TRAILER HITCH		03 5-00-796	VEHICLE MAINTENANCE		8.11
		TRAILER HITCH		05 5-00-796	VEHICLE MAINTENANCE		8.29
I-28-656655		BLADES	16.86				
6/29/2020	AP-US	DUE: 7/15/2020 DISC: 7/10/2020	0.34CR	1099: N			
		BLADES		01 5-03-796	VEHICLE MAINTENANCE		3.36
		BLADES		01 5-05-796	VEHICLE MAINTENANCE		3.36
		BLADES		02 5-00-796	VEHICLE MAINTENANCE		3.36
		BLADES		03 5-00-796	VEHICLE MAINTENANCE		3.36
		BLADES		05 5-00-796	VEHICLE MAINTENANCE		3.42
		=== VENDOR TOTALS ===	131.78				
=====							
01-0893		BECON LLC					
I-06302020		ENGINEERING SVS MAY/JUNE 2020	10,870.00				
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y			
		ENGINEERING SVS MAY/JUNE 2020		02 5-00-713	DEVELOPMENT REVIEW		1,451.97
		ENGINEERING SVS MAY/JUNE 2020		05 5-00-713	DEVELOPMENT REVIEW		1,451.97
		ENGINEERING SVS MAY/JUNE 2020		03 5-00-713	DEVELOPMENT REVIEW		726.06
		ST/G1803		03 5-00-906	CAPITAL OUTLAY		1,960.00
		BIOSOLIDS MANAGEMENT PLAN		10 5-00-906	CAPITAL OUTLAY		320.00
		OAK/FIR WATER LINE		02 5-00-906	CAPITAL OUTLAY		331.20
		OAK/FIR WATER LINE		11 5-00-906	CAPITAL OUTLAY		388.80
		2020 PAVEMENT PLAN		03 5-00-916	INFRASTRUCTURE		760.00
		G1801 CREEKSIDE PARK BRIDGE		01 5-05-906	CAPITAL OUTLAY		2,640.00
		TSP UPDATE		03 5-00-726	CONTRACTED SERVICES		120.00
		WEEKLY UPDATES		02 5-00-726	CONTRACTED SERVICES		180.00
		WEEKLY UPDATES		03 5-00-726	CONTRACTED SERVICES		180.00
		WEEKLY UPDATES		05 5-00-726	CONTRACTED SERVICES		180.00
		WEEKLY UPDATES		01 5-01-726	CONTRACTED SERVICES		180.00

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0893	BECON LLC	(** CONTINUED **)				

I-1885		WA1904 WELL 4	11,900.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		WA1904 WELL 4		11 5-00-906	CAPITAL OUTLAY	11,900.00
		=== VENDOR TOTALS ===	22,770.00			
=====						
01-0062	BENDBROADBAND					

I-0035372-7/2020		INTERNET JULY 2020	21.25			
7/06/2020	AP-US	DUE: 7/06/2020 DISC: 7/06/2020		1099: N		
		INTERNET JULY 2020		01 5-05-733	DUES & SUBSCRIPTIONS	21.25
		=== VENDOR TOTALS ===	21.25			
=====						
01-0716	BI-MART CORPORATION					

I-9071		PRINTER INK	44.99			
6/16/2020	AP-US	DUE: 6/16/2020 DISC: 6/16/2020		1099: N		
		PRINTER INK		01 5-05-721	COPIER/PRINTER	44.99
		=== VENDOR TOTALS ===	44.99			
=====						
01-0172	BMS TECHNOLOGIES					

I-68869		UT BILLING JUNE 2020	806.97			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		UT BILLING JUNE 2020		02 5-00-715	POSTAGE	403.49
		UT BILLING JUNE 2020		05 5-00-715	POSTAGE	403.48
		=== VENDOR TOTALS ===	806.97			
=====						
01-1032	BRYANT LOVLIE & JARVIS, ATTOR					

I-183387		URA PROFESSIONAL SVS JUNE 20	195.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		URA PROFESSIONAL SVS JUNE 20		21 5-00-700	ADMINISTRATIVE SERVICES	195.00

I-183388		LAND USE JUNE 2020	2,311.46			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		LAND USE JUNE 2020		01 5-07-777	LEGAL FEES	2,311.46

I-183389		AIRPORT LAND USE JUNE 2020	39.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		AIRPORT LAND USE JUNE 2020		01 5-07-777	LEGAL FEES	39.00

I-183390		CHAMBER LEASE JUNE 2020	19.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		CHAMBER LEASE JUNE 2020		01 5-01-777	LEGAL FEES	19.50

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1032	BRYANT LOVLIE & JARVIS, ATTOR(** CONTINUED **)				
I-183391		IGA WITH COIC JUNE 2020	156.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		IGA WITH COIC JUNE 2020		01 5-01-777	LEGAL FEES	156.00
I-183392		CLEAR PINE LAND USE JUNE 2020	3,529.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		CLEAR PINE LAND USE JUNE 2020		01 5-07-777	LEGAL FEES	3,529.50
I-183393		LEGAL FEES JUNE 2020	4,153.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		LEGAL FEES JUNE 2020		01 5-01-777	LEGAL FEES	4,153.50
I-183394		NOISE ORDINANCE JUNE 2020	39.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		NOISE ORDINANCE JUNE 2020		01 5-01-777	LEGAL FEES	39.00
I-183395		COLD SPRINGS/MMV	39.62			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		COLD SPRINGS/MMV		01 5-07-777	LEGAL FEES	39.62
I-183396		OPERATING AGREEMENT JUNE 2020	237.69			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		OPERATING AGREEMENT JUNE 2020		01 5-01-777	LEGAL FEES	237.69
I-183397		FOREST SERVICE JUNE 2020	643.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		FOREST SERVICE JUNE 2020		03 5-00-777	LEGAL FEES	643.50
I-183398		RIGHT OF WAY ORD JUNE 2020	1,716.62			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		RIGHT OF WAY ORD JUNE 2020		03 5-00-777	LEGAL FEES	1,716.62
I-183399		CMO JUNE 2020	4,036.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		CMO JUNE 2020		01 5-01-777	LEGAL FEES	4,036.50
I-183400		PROF AGREEMENT JUNE 2020	292.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		PROF AGREEMENT JUNE 2020		01 5-01-777	LEGAL FEES	292.50
I-183401		COMP PLAN JUNE 2020	195.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		COMP PLAN JUNE 2020		01 5-07-777	LEGAL FEES	195.00
I-183402		SUN RANCH LAND USE JUNE 2020	97.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		SUN RANCH LAND USE JUNE 2020		01 5-07-777	LEGAL FEES	97.50

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1032		BRYANT LOVLIE & JARVIS, ATTOR(** CONTINUED **)				
I-183403		CAMPGROUND RULES JUNE 2020	720.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		CAMPGROUND RULES JUNE 2020		01 5-01-777	LEGAL FEES	720.00
I-183404		STATE OF EMERGENCY JUNE 2020	1,053.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		STATE OF EMERGENCY JUNE 2020		01 5-01-777	LEGAL FEES	1,053.00
I-183405		WA1904 WELL 4 JUNE 2020	370.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		WA1904 WELL 4 JUNE 2020		11 5-00-906	CAPITAL OUTLAY	370.50
I-183406		TREE REMOVAL JUNE 2020	585.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		TREE REMOVAL JUNE 2020		01 5-01-777	LEGAL FEES	585.00
I-183407		CODE ENFORCEMENT JUNE 2020	234.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		CODE ENFORCEMENT JUNE 2020		01 5-07-777	LEGAL FEES	234.00
I-183408		SW1901 AERATOR IMP JUNE 2020	799.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		SW1901 AERATOR IMP JUNE 2020		05 5-00-906	CAPITAL OUTLAY	319.80
		SW1901 AERATOR IMP JUNE 2020		10 5-00-906	CAPITAL OUTLAY	479.70
I-183409		PARKLET POLICY JUNE 2020	877.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		PARKLET POLICY JUNE 2020		03 5-00-777	LEGAL FEES	877.50
I-183410		WA1904 WELL 4 JUNE 2020	370.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		WA1904 WELL 4 JUNE 2020		11 5-00-906	CAPITAL OUTLAY	370.50
I-183411		TOURISM SERVICES JUNE 2020	702.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		TOURISM SERVICES JUNE 2020		01 5-01-777	LEGAL FEES	702.00
I-183412		GRIEVANCE JUNE 2020	177.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		GRIEVANCE JUNE 2020		01 5-01-777	LEGAL FEES	177.00
I-183413		FORESTER AGREEMENT JUNE 2020	585.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: Y		
		FORESTER AGREEMENT JUNE 2020		01 5-01-777	LEGAL FEES	585.00
=== VENDOR TOTALS ===			24,175.89			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1174		BUELL RECREATION, LLC				
I-200040		G1902 VG PLAYGROUND	31,328.40			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		G1902 VG PLAYGROUND		01 5-05-906	CAPITAL OUTLAY	15,664.20
		G1902 VG PLAYGROUND		12 5-00-906	CAPITAL OUTLAY	15,664.20
		=== VENDOR TOTALS ===	31,328.40			
=====						
01-0631		BUREAU OF LABOR AND INDUSTRIES				
I-06302020		WA1901 PREVAILING WAGE FEES	250.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		WA1901 PREVAILING WAGE FEES		02 5-00-906	CAPITAL OUTLAY	115.00
		WA1901 PREVAILING WAGE FEES		11 5-00-906	CAPITAL OUTLAY	135.00
		=== VENDOR TOTALS ===	250.00			
=====						
01-0691		C & C NURSERY				
I-28650		BULB OUT REPAIR	128.00			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		BULB OUT REPAIR		03 5-00-765	IMPROVEMENTS & REPAIRS	128.00
I-28651		TREES	2,450.00			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		TREES		03 5-00-761	STREET TREES	2,450.00
I-28652		LANDSCAPING LABOR	1,260.00			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		LANDSCAPING LABOR		03 5-00-726	CONTRACTED SERVICES	1,260.00
		=== VENDOR TOTALS ===	3,838.00			
=====						
01-1049		CAMERON BUILDING MAINTENANCE				
I-2061		CH/RESTROOM CLEANING JUNE 202	2,816.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		CH/RESTROOM CLEANING JUNE 2020		01 5-03-785	MAINTENANCE CITY HALL,	264.00
		CH/RESTROOM CLEANING JUNE 2020		01 5-05-726	CONTRACTED SERVICES	2,552.00
		=== VENDOR TOTALS ===	2,816.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0014	CENTRAL ELECTRIC COOP					
I-0005589700-0620		SISTERS SEWER TREATMENT	4,918.52			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		SISTERS SEWER TREATMENT		05 5-00-743	ELECTRICITY	4,918.52
I-0005591100-0620		ROPE LN LIFT STATION	597.29			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		ROPE LN LIFT STATION		05 5-00-743	ELECTRICITY	597.29
I-4602923513-0620		ELM/THREE CREEKS WELL	1,031.05			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		ELM/THREE CREEKS WELL		02 5-00-743	ELECTRICITY	1,031.05
I-4603150100-0620		VILLAGE GREEN RESTROOMS	251.04			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		VILLAGE GREEN RESTROOMS		01 5-05-743	ELECTRICITY	251.04
I-4630200101-0620		600 W HOOD	28.08			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		600 W HOOD		01 5-05-743	ELECTRICITY	28.08
I-5016080107-0620		CITY STREET LIGHTS	361.25			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		CITY STREET LIGHTS		03 5-00-743	ELECTRICITY	361.25
I-502482010-0620		SISTERS HIGH/WELL	522.82			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		SISTERS HIGH/WELL		02 5-00-743	ELECTRICITY	522.82
I-5402923491-0620		FS1605 CHLORINE BLDG	28.67			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		FS1605 CHLORINE BLDG		02 5-00-743	ELECTRICITY	28.67
I-5431540100-0620		68105 PETERSON BURN RD	29.92			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		68105 PETERSON BURN RD		02 5-00-743	ELECTRICITY	29.92
I-8300033500-0620		CREEKSIDE CITY PARK	295.13			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		CREEKSIDE CITY PARK		01 5-05-743	ELECTRICITY	295.13
I-8300170200-0620		W BARCLAY DR/LIFT STATION	34.60			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		W BARCLAY DR/LIFT STATION		05 5-00-743	ELECTRICITY	34.60
I-8300418800-0620		SEWER TREATMENT/SHOP	114.57			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		SEWER TREATMENT/SHOP		01 5-03-743	ELECTRICITY	114.57

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0014	CENTRAL ELECTRIC COOP	(** CONTINUED **)				
I-8300435700-0620		HAROLD BARCLAY MEM PARK	104.01			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		HAROLD BARCLAY MEM PARK		01 5-05-743	ELECTRICITY	104.01
I-8300550700-0620		LARCH ST PARK	85.00			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		LARCH ST PARK		01 5-05-743	ELECTRICITY	85.00
I-8300593501-0620		5 PINE CAMPUS/LIFT STATION	33.12			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		5 PINE CAMPUS/LIFT STATION		05 5-00-743	ELECTRICITY	33.12
I-8300695200-0620		1000 S LOCUST ST/GATE	29.06			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		1000 S LOCUST ST/GATE		05 5-00-743	ELECTRICITY	29.06
I-8301018100-0620		520 E CASCADE AVE/SISTERS CH	433.04			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		520 E CASCADE AVE/SISTERS CH		01 5-03-743	ELECTRICITY	433.04
I-8301034600-0620		VETERANS PARK	31.83			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		VETERANS PARK		01 5-05-743	ELECTRICITY	31.83
I-8301186200-0620		LIBRARY OUTDOOR LIGHTING	50.08			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		LIBRARY OUTDOOR LIGHTING		01 5-03-743	ELECTRICITY	50.08
I-8301301000-0620		990 JANTZEN LN/LIFT STATION	37.91			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		990 JANTZEN LN/LIFT STATION		05 5-00-743	ELECTRICITY	37.91
I-8301339500-0620		SISTERS PARKWAY/RECYCLE	63.61			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		SISTERS PARKWAY/RECYCLE		01 5-03-743	ELECTRICITY	63.61
I-8301419900-0620		SUN RANCH DR/WELL	2,888.74			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		SUN RANCH DR/WELL		02 5-00-743	ELECTRICITY	2,888.74
I-8301614400-0620		E CASCADE/DECORATIVE LIGHTING	30.29			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		E CASCADE/DECORATIVE LIGHTING		03 5-00-743	ELECTRICITY	30.29
I-8301715301-0620		1000 S LOCUST ST/PW BLDG	254.82			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		1000 S LOCUST ST/PW BLDG		01 5-03-743	ELECTRICITY	254.82

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0014	CENTRAL ELECTRIC COOP	(** CONTINUED **)				
I-8301802201-0620		MAIN ST/DECORATIVE LIGHTING	58.08			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		MAIN ST/DECORATIVE LIGHTING		03 5-00-743	ELECTRICITY	58.08
I-8301966001-0620		150 N FIR ST/FIR ST PARK	107.82			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		150 N FIR ST/FIR ST PARK		01 5-05-743	ELECTRICITY	107.82
I-8302077301-0620		504 E WASHINGTON AVE/LIGHTING	32.14			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		504 E WASHINGTON AVE/LIGHTING		03 5-00-743	ELECTRICITY	32.14
I-8302370802-0620		SISTERS ROUNDABOUT LIGHTING	61.83			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		SISTERS ROUNDABOUT LIGHTING		03 5-00-743	ELECTRICITY	61.83
I-8302372501-0620		CREEKSIDE CITY PARK	182.10			
6/20/2020	AP-US	DUE: 6/20/2020 DISC: 6/20/2020		1099: N		
		CREEKSIDE CITY PARK		01 5-05-743	ELECTRICITY	182.10
		=== VENDOR TOTALS ===	12,696.42			
01-0262	CENTRAL OREGON INTERGOVERNMENT					
I-0005638-IN		VISION IMPLEMENTATION	3,066.59			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		VISION IMPLEMENTATION		01 5-01-726	CONTRACTED SERVICES	3,066.59
		=== VENDOR TOTALS ===	3,066.59			
01-0007	CIS TRUST					
I-PO-SIS-I2020-00		PROPERTY/LIABILITY 20/21	67,457.42			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		PROPERTY/LIABILITY 20/21		01 5-02-766	INS: COMP/LIAB/UMB	25,170.68
		PROPERTY/LIABILITY 20/21		02 5-00-766	INS: COMP/LIA/UMB	12,081.93
		PROPERTY/LIABILITY 20/21		03 5-00-766	INS: COMP/LIA/UMB	15,102.41
		PROPERTY/LIABILITY 20/21		05 5-00-766	INS: COMP/LIA/UMB	15,102.40
I-PO-SIS-W2020-00		WORKER'S COMP 20/21	49,299.26			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		WORKER'S COMP 20/21		01 5-01-582	WORKER'S COMP	174.06
		WORKER'S COMP 20/21		01 5-02-582	WORKER'S COMP	150.15
		WORKER'S COMP 20/21		01 5-03-582	WORKER'S COMP	4,003.95
		WORKER'S COMP 20/21		01 5-04-582	WORKER'S COMP	56.77
		WORKER'S COMP 20/21		01 5-05-582	WORKER'S COMP	6,894.86
		WORKER'S COMP 20/21		01 5-07-582	WORKER'S COMP	471.91
		WORKER'S COMP 20/21		02 5-00-582	WORKER'S COMP	11,790.04
		WORKER'S COMP 20/21		03 5-00-582	WORKER'S COMP	15,687.34
		WORKER'S COMP 20/21		05 5-00-582	WORKER'S COMP	10,070.18

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0007	CIS TRUST	(** CONTINUED **)				
===== VENDOR TOTALS =====			116,756.68			
01-1114	CITI CARDS					
I-06292020		STAMPS	165.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: N		
		STAMPS		01 5-01-715	POSTAGE	4.95
		STAMPS		01 5-02-715	POSTAGE	61.05
		STAMPS		01 5-07-715	POSTAGE	37.95
		STAMPS		02 5-00-715	POSTAGE	29.70
		STAMPS		03 5-00-715	POSTAGE	1.65
		STAMPS		05 5-00-715	POSTAGE	29.70
I-06302020		STAMPS	165.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		STAMPS		01 5-01-715	POSTAGE	4.95
		STAMPS		01 5-02-715	POSTAGE	61.05
		STAMPS		01 5-07-715	POSTAGE	37.95
		STAMPS		02 5-00-715	POSTAGE	29.70
		STAMPS		03 5-00-715	POSTAGE	1.65
		STAMPS		05 5-00-715	POSTAGE	29.70
===== VENDOR TOTALS =====			330.00			
01-0025	DEPARTMENT OF ENVIRONMENTAL QU					
I-WQ21STM-0220		STORMWATER PERMIT 20/21	2,904.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		STORMWATER PERMIT 20/21		03 5-00-727	PERMITS & FEES	2,904.00
===== VENDOR TOTALS =====			2,904.00			
01-0101	DESCHUTES COUNTY SHERIFF'S DEP					
I-07012020		SHERIFF SERVICES JULY 2020	50,987.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		SHERIFF SERVICES JULY 2020		01 5-06-783	DCSD - POLICING SERVICES	50,987.00
===== VENDOR TOTALS =====			50,987.00			
01-1001	EDGE ANALYTICAL, INC.					
I-20-19789		WATER SAMPLE	33.00			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		WATER SAMPLE		02 5-00-775	LABORATORY FEES	33.00

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1001	EDGE ANALYTICAL, INC.	(** CONTINUED **)				
I-20-21631		WATER SAMPLE	33.00			
7/02/2020	AP-US	DUE: 7/02/2020 DISC: 7/02/2020		1099: N		
		WATER SAMPLE		02 5-00-775	LABORATORY FEES	33.00
		=== VENDOR TOTALS ===	66.00			
=====						
01-0879	ELAINE HOWARD CONSULTING, LLC					
I-9		URA SERVICES	966.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		URA SERVICES		21 5-00-726	CONTRACTED SERVICES	966.00
		=== VENDOR TOTALS ===	966.00			
=====						
01-0028	FERGUSON ENTERPRISES, INC. #30					
I-0890132		METERS	3,264.00			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		METERS		02 5-00-788	METERS & PARTS	3,264.00
I-0890176		ANGLE METER STOPS	890.28			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		ANGLE METER STOPS		02 5-00-788	METERS & PARTS	890.28
		=== VENDOR TOTALS ===	4,154.28			
=====						
01-0214	FIREPRO					
I-7106288		FIRE EXTINGUISHER SERVICE	520.00			
6/19/2020	AP-US	DUE: 6/19/2020 DISC: 6/19/2020		1099: N		
		FIRE EXTINGUISHER SERVICE		01 5-03-726	CONTRACTED SERVICES	51.99
		FIRE EXTINGUISHER SERVICE		01 5-05-726	CONTRACTED SERVICES	67.61
		FIRE EXTINGUISHER SERVICE		02 5-00-726	CONTRACTED SERVICES	129.99
		FIRE EXTINGUISHER SERVICE		03 5-00-726	CONTRACTED SERVICES	150.80
		FIRE EXTINGUISHER SERVICE		05 5-00-726	CONTRACTED SERVICES	119.61
		=== VENDOR TOTALS ===	520.00			
=====						
01-0188	HICKMAN, WILLIAMS & ASSOCIATES					
I-36703		FEMA APPLICATION PROCESS	450.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		FEMA APPLICATION PROCESS		05 5-00-726	CONTRACTED SERVICES	450.00
		=== VENDOR TOTALS ===	450.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0017	HOYT'S HARDWARE					
I-587690		CHALK, TUBING	27.66			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: N		
		CHALK, TUBING		03 5-00-795	SUPPLIES	27.66

I-587729		PLYWOOD	99.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		PLYWOOD		03 5-00-795	SUPPLIES	99.00

I-587750		LUMBER CRAYON, TAPE	65.96			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		LUMBER CRAYON, TAPE		03 5-00-795	SUPPLIES	65.96
		=== VENDOR TOTALS ===	192.62			
=====						
01-0216	ICMA					
I-07012020		MEMBERSHIP DUES-MISLEY	880.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		MEMBERSHIP DUES-MISLEY		01 5-01-733	DUES & SUBSCRIPTIONS	880.00
		=== VENDOR TOTALS ===	880.00			
=====						
01-0103	LEAGUE OF OREGON CITIES					
I-2020-200371		MEMBERSHIP DUES 20/21	2,629.79			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		MEMBERSHIP DUES 20/21		01 5-01-733	DUES & SUBSCRIPTIONS	2,629.79
		=== VENDOR TOTALS ===	2,629.79			
=====						
01-1181	LITTLE JOHN'S TOILETS					
I-39290		HAND WASHING STATION	213.33			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		HAND WASHING STATION		03 5-00-726	CONTRACTED SERVICES	213.33

I-39291		HAND WASHING STATION	213.33			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		HAND WASHING STATION		03 5-00-726	CONTRACTED SERVICES	213.33

I-39292		HAND WASHING STATION	213.33			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		HAND WASHING STATION		03 5-00-726	CONTRACTED SERVICES	213.33

I-39293		HAND WASHING STATION	213.33			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		HAND WASHING STATION		03 5-00-726	CONTRACTED SERVICES	213.33
		=== VENDOR TOTALS ===	853.32			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0719		MID COLUMBIA PROUCERS INC				

I-49738		FUEL JUNE 2020	1,170.18			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		FUEL JUNE 2020		01 5-03-755	GAS/OIL	110.92
		FUEL JUNE 2020		01 5-05-755	GAS/OIL	123.29
		FUEL JUNE 2020		02 5-00-755	GAS/OIL	320.08
		FUEL JUNE 2020		03 5-00-755	GAS/OIL	376.20
		FUEL JUNE 2020		05 5-00-755	GAS/OIL	239.69
		=== VENDOR TOTALS ===	1,170.18			
=====						
01-1071		OFFICE DEPOT				

I-100370443001		TONER	263.62			
6/25/2020	AP-US	DUE: 6/25/2020 DISC: 6/25/2020		1099: N		
		TONER		01 5-02-721	COPIER/PRINTER	263.62

I-101493151001		POST IT TABS	22.50			
6/26/2020	AP-US	DUE: 6/26/2020 DISC: 6/26/2020		1099: N		
		POST IT TABS		01 5-01-714	OFFICE SUPPLIES	3.39
		POST IT TABS		01 5-02-714	OFFICE SUPPLIES	3.58
		POST IT TABS		01 5-03-795	SUPPLIES	0.45
		POST IT TABS		01 5-05-714	OFFICE SUPPLIES	2.02
		POST IT TABS		01 5-07-714	OFFICE SUPPLIES	5.62
		POST IT TABS		02 5-00-714	OFFICE SUPPLIES	3.15
		POST IT TABS		03 5-00-714	OFFICE SUPPLIES	1.79
		POST IT TABS		05 5-00-714	OFFICE SUPPLIES	2.50

I-513490815001		TAPE, SOAP	43.79			
6/19/2020	AP-US	DUE: 6/19/2020 DISC: 6/19/2020		1099: N		
		TAPE, SOAP		01 5-01-714	OFFICE SUPPLIES	6.59
		TAPE, SOAP		01 5-02-714	OFFICE SUPPLIES	6.98
		TAPE, SOAP		01 5-03-795	SUPPLIES	0.87
		TAPE, SOAP		01 5-05-714	OFFICE SUPPLIES	3.94
		TAPE, SOAP		01 5-07-714	OFFICE SUPPLIES	10.94
		TAPE, SOAP		02 5-00-714	OFFICE SUPPLIES	6.13
		TAPE, SOAP		03 5-00-714	OFFICE SUPPLIES	3.49
		TAPE, SOAP		05 5-00-714	OFFICE SUPPLIES	4.85

I-513970943001		AIR DUSTER	37.10			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		AIR DUSTER		01 5-01-714	OFFICE SUPPLIES	5.58
		AIR DUSTER		01 5-02-714	OFFICE SUPPLIES	5.91
		AIR DUSTER		01 5-03-795	SUPPLIES	0.74
		AIR DUSTER		01 5-05-714	OFFICE SUPPLIES	3.34
		AIR DUSTER		01 5-07-714	OFFICE SUPPLIES	9.27
		AIR DUSTER		02 5-00-714	OFFICE SUPPLIES	5.20
		AIR DUSTER		03 5-00-714	OFFICE SUPPLIES	2.96
		AIR DUSTER		05 5-00-714	OFFICE SUPPLIES	4.10
		=== VENDOR TOTALS ===	367.01			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0016		ONE CALL CONCEPTS, INC.				

I-0060482		WATER/SEWER LOCATES	61.74			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		WATER/SEWER LOCATES		02 5-00-770	WATER LOCATE SERVICE	30.87
		WATER/SEWER LOCATES		05 5-00-770	SEWER LOCATE SERVICE	30.87
		=== VENDOR TOTALS ===	61.74			
=====						
01-0303		OREGON HEALTH AUTHORITY				

I-07012020		ANNUAL WATER SYSTEM FEE	1,500.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		ANNUAL WATER SYSTEM FEE		02 5-00-727	PERMITS & FEES	1,500.00
		=== VENDOR TOTALS ===	1,500.00			
=====						
01-0056		PETTY CASH				

I-06302020		PETTY CASH JUNE 2020	10.20			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		PETTY CASH JUNE 2020		01 5-05-795	SUPPLIES	2.00
		PETTY CASH JUNE 2020		03 5-00-715	POSTAGE	8.20
		=== VENDOR TOTALS ===	10.20			
=====						
01-0144		RESERVE ACCOUNT				

I-06182020		RESERVE ACCOUNT POSTAGE	200.00			
6/18/2020	AP-US	DUE: 6/18/2020 DISC: 6/18/2020		1099: N		
		RESERVE ACCOUNT POSTAGE		01 5-01-715	POSTAGE	6.00
		RESERVE ACCOUNT POSTAGE		01 5-02-715	POSTAGE	74.00
		RESERVE ACCOUNT POSTAGE		01 5-07-715	POSTAGE	46.00
		RESERVE ACCOUNT POSTAGE		02 5-00-715	POSTAGE	36.00
		RESERVE ACCOUNT POSTAGE		03 5-00-715	POSTAGE	2.00
		RESERVE ACCOUNT POSTAGE		05 5-00-715	POSTAGE	36.00

I-07062020		RESERVE ACCOUNT POSTAGE	200.00			
7/06/2020	AP-US	DUE: 7/06/2020 DISC: 7/06/2020		1099: N		
		RESERVE ACCOUNT POSTAGE		01 5-01-715	POSTAGE	2.00
		RESERVE ACCOUNT POSTAGE		01 5-02-715	POSTAGE	19.00
		RESERVE ACCOUNT POSTAGE		01 5-07-715	POSTAGE	17.00
		RESERVE ACCOUNT POSTAGE		02 5-00-715	POSTAGE	80.00
		RESERVE ACCOUNT POSTAGE		03 5-00-715	POSTAGE	2.00
		RESERVE ACCOUNT POSTAGE		05 5-00-715	POSTAGE	80.00
		=== VENDOR TOTALS ===	400.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0013	PNY EXPRESS					
I-11097		ENVELOPE SEALANT	6.50			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: N		
		ENVELOPE SEALANT		01 5-01-714	OFFICE SUPPLIES	0.98
		ENVELOPE SEALANT		01 5-02-714	OFFICE SUPPLIES	1.04
		ENVELOPE SEALANT		01 5-03-795	SUPPLIES	0.13
		ENVELOPE SEALANT		01 5-05-714	OFFICE SUPPLIES	0.58
		ENVELOPE SEALANT		01 5-07-714	OFFICE SUPPLIES	1.62
		ENVELOPE SEALANT		02 5-00-714	OFFICE SUPPLIES	0.91
		ENVELOPE SEALANT		03 5-00-714	OFFICE SUPPLIES	0.52
		ENVELOPE SEALANT		05 5-00-714	OFFICE SUPPLIES	0.72
		=== VENDOR TOTALS ===	6.50			
=====						
01-0906	PREMIER BUILDERS EXCHANGE					
I-45614		COMP PLAN ADVERTISING	20.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		COMP PLAN ADVERTISING		01 5-07-705	ADVERTISING	20.00
		=== VENDOR TOTALS ===	20.00			
=====						
01-1167	REPUBLIC SERVICES #675					
I-0675-000367010		CITY MANAGED ACCOUNTS JUNE 20	392.86			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		CITY MANAGED ACCOUNTS JUNE 20		01 5-08-309	CITY MANAGED ACCOUNTS	392.86
I-0675-000368144		CITY MANAGED ACCOUNTS JUNE 20	210.40			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		CITY MANAGED ACCOUNTS JUNE 20		01 5-08-309	CITY MANAGED ACCOUNTS	210.40
		=== VENDOR TOTALS ===	603.26			
=====						
01-0754	SANI-STAR					
I-6960		SANI-STAR LEASE JUNE 2020	100.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		SANI-STAR LEASE JUNE 2020		05 5-00-718	LEASES	100.00
		=== VENDOR TOTALS ===	100.00			

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0590	SHERWIN-WILLIAMS					
I-5075-4		STREET PAINT	648.75			
6/23/2020	AP-US	DUE: 6/23/2020 DISC: 6/23/2020		1099: N		
		STREET PAINT		03 5-00-795	SUPPLIES	648.75
		=== VENDOR TOTALS ===	648.75			
=====						
01-0011	SISTERS ACE HARDWARE					
I-388057		CORD,VELCRO	28.12			
6/01/2020	AP-US	DUE: 6/01/2020 DISC: 6/01/2020		1099: N		
		CORD,VELCRO		01 5-05-795	SUPPLIES	28.12
I-388090		MAGNET	4.22			
6/01/2020	AP-US	DUE: 6/01/2020 DISC: 6/01/2020		1099: N		
		MAGNET		01 5-05-795	SUPPLIES	4.22
I-388185		ADAPTER, TEE, SEAL TAPE	11.73			
6/01/2020	AP-US	DUE: 6/01/2020 DISC: 6/01/2020		1099: N		
		ADAPTER, TEE, SEAL TAPE		01 5-05-786	PARK MAINTENANCE	11.73
I-388526		FLEX COUPLING, HARDWARE	77.73			
6/02/2020	AP-US	DUE: 6/02/2020 DISC: 6/02/2020		1099: N		
		FLEX COUPLING, HARDWARE		01 5-05-786	PARK MAINTENANCE	77.73
I-388985		SPRAY REPAIR KIT	36.40			
6/03/2020	AP-US	DUE: 6/03/2020 DISC: 6/03/2020		1099: N		
		SPRAY REPAIR KIT		01 5-05-786	PARK MAINTENANCE	36.40
I-389464		HOSE, HARDWARE	24.91			
6/04/2020	AP-US	DUE: 6/04/2020 DISC: 6/04/2020		1099: N		
		HOSE, HARDWARE		01 5-05-786	PARK MAINTENANCE	24.91
I-389693		TAPE, MAGNET	15.79			
6/04/2020	AP-US	DUE: 6/04/2020 DISC: 6/04/2020		1099: N		
		TAPE, MAGNET		01 5-05-795	SUPPLIES	15.79
I-389873		CLEANER	11.78			
6/05/2020	AP-US	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		CLEANER		01 5-05-795	SUPPLIES	11.78
I-389874		FACE MASKS	114.89			
6/05/2020	AP-US	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		FACE MASKS		01 5-05-795	SUPPLIES	114.89
I-389916		HARDWARE,BUSHING	18.41			
6/05/2020	AP-US	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		HARDWARE,BUSHING		01 5-03-785	MAINTENANCE CITY HALL	18.41

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0011	SISTERS ACE HARDWARE	(** CONTINUED **)				
I-389928		HARDWARE	5.14			
6/05/2020	AP-US	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		HARDWARE		01 5-03-785	MAINTENANCE CITY HALL	5.14
I-390094		CARBERATOR/CHOKE CLEANER	12.34			
6/05/2020	AP-US	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		CARBERATOR/CHOKE CLEANER		01 5-05-795	SUPPLIES	12.34
I-392990		THREAD SEAL, GLUE,LID,TEE	52.37			
6/12/2020	AP-US	DUE: 6/12/2020 DISC: 6/12/2020		1099: N		
		THREAD SEAL, GLUE,LID,TEE		01 5-05-786	PARK MAINTENANCE	52.37
I-394601		BRUSH,PLIER, GLUE	79.95			
6/16/2020	AP-US	DUE: 6/16/2020 DISC: 6/16/2020		1099: N		
		BRUSH,PLIER, GLUE		05 5-00-795	SUPPLIES	79.95
I-394729		TAPE, CLEANER	11.75			
6/16/2020	AP-US	DUE: 6/16/2020 DISC: 6/16/2020		1099: N		
		TAPE, CLEANER		01 5-05-795	SUPPLIES	11.75
I-394815		HEX KEY	18.39			
6/16/2020	AP-US	DUE: 6/16/2020 DISC: 6/16/2020		1099: N		
		HEX KEY		05 5-00-746	SMALL TOOLS & EQUIPMENT	3.50
		HEX KEY		02 5-00-746	SMALL TOOLS & EQUIPMENT	3.87
		HEX KEY		03 5-00-746	SMALL TOOLS & EQUIPMENT	4.95
		HEX KEY		01 5-05-746	SMALL TOOLS & EQUIPMENT	3.68
		HEX KEY		01 5-03-746	SMALL TOOLS & EQUIPMENT	2.39
I-394987		FAUCET, CEMENT	76.49			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		FAUCET, CEMENT		01 5-05-786	PARK MAINTENANCE	76.49
I-394989		WIRE BRUSH,ACETONE	31.78			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		WIRE BRUSH,ACETONE		05 5-00-795	SUPPLIES	31.78
I-395050		LIGHT CONTROL	11.95			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		LIGHT CONTROL		01 5-05-786	PARK MAINTENANCE	11.95
I-395664		SELENOID	39.66			
6/18/2020	AP-US	DUE: 6/18/2020 DISC: 6/18/2020		1099: N		
		SELENOID		03 5-00-795	SUPPLIES	39.66
I-397258		ELETRICAL TAPE, HARDWARE	49.61			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		ELETRICAL TAPE, HARDWARE		05 5-00-795	SUPPLIES	49.61

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0011	SISTERS ACE HARDWARE	(** CONTINUED **)				
I-397647		WIRE STRIPPER	11.95			
6/23/2020	AP-US	DUE: 6/23/2020 DISC: 6/23/2020		1099: N		
		WIRE STRIPPER		01 5-05-786	PARK MAINTENANCE	11.95
I-397731		HOSE CLAMP	29.73			
6/23/2020	AP-US	DUE: 6/23/2020 DISC: 6/23/2020		1099: N		
		HOSE CLAMP		01 5-05-786	PARK MAINTENANCE	29.73
I-397878		COUPLING, IRRIGATION TUBE	22.01			
6/23/2020	AP-US	DUE: 6/23/2020 DISC: 6/23/2020		1099: N		
		COUPLING, IRRIGATION TUBE		05 5-00-795	SUPPLIES	22.01
I-398591		RISER, LIQUID NAILS	20.20			
6/25/2020	AP-US	DUE: 6/25/2020 DISC: 6/25/2020		1099: N		
		RISER, LIQUID NAILS		01 5-05-786	PARK MAINTENANCE	20.20
I-399023		COUPLERS, CEMENT	21.66			
6/26/2020	AP-US	DUE: 6/26/2020 DISC: 6/26/2020		1099: N		
		COUPLERS, CEMENT		01 5-05-786	PARK MAINTENANCE	21.66
I-399100		UNION, ELBOW, ADAPTER	12.85			
6/26/2020	AP-US	DUE: 6/26/2020 DISC: 6/26/2020		1099: N		
		UNION, ELBOW, ADAPTER		01 5-05-786	PARK MAINTENANCE	12.85
I-400352		CHALK POWDER, BLADES	24.30			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: N		
		CHALK POWDER, BLADES		03 5-00-795	SUPPLIES	24.30
I-400767		WINE BARRELS, REFLECTORS	2,211.00			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		WINE BARRELS, REFLECTORS		03 5-00-795	SUPPLIES	2,211.00
I-400782		DRAIN CLEANER, TAPE	15.02			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: N		
		DRAIN CLEANER, TAPE		01 5-05-795	SUPPLIES	15.02
		=== VENDOR TOTALS ===	3,102.13			
=====						
01-0100	SISTERS AREA CHAMBER OF COMMER					
I-2463		20/21 MEMBERSHIP DUES	209.00			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		20/21 MEMBERSHIP DUES		01 5-05-733	DUES & SUBSCRIPTIONS	209.00
		=== VENDOR TOTALS ===	209.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0502	SISTERS COFFEE CO.					

I-1228505		COFFEE	234.80			
6/16/2020	AP-US	DUE: 6/16/2020 DISC: 6/16/2020		1099: N		
		COFFEE		01 5-01-714	OFFICE SUPPLIES	35.33
		COFFEE		01 5-02-714	OFFICE SUPPLIES	37.40
		COFFEE		01 5-03-795	SUPPLIES	4.65
		COFFEE		01 5-05-714	OFFICE SUPPLIES	21.13
		COFFEE		01 5-07-714	OFFICE SUPPLIES	58.68
		COFFEE		02 5-00-714	OFFICE SUPPLIES	32.88
		COFFEE		03 5-00-714	OFFICE SUPPLIES	18.72
		COFFEE		05 5-00-714	OFFICE SUPPLIES	26.01
		=== VENDOR TOTALS ===	234.80			
=====						
01-0083	SISTERS RENTAL					

I-0027784-00		MOWER SERVICE	267.85			
6/04/2020	AP-US	DUE: 6/04/2020 DISC: 6/04/2020		1099: N		
		MOWER SERVICE		01 5-05-796	VEHICLE MAINTENANCE	267.85

I-0027793-00		BLOWER SERVICE KIT	204.92			
6/05/2020	AP-US	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		BLOWER SERVICE KIT		01 5-05-796	VEHICLE MAINTENANCE	204.92

I-0027873-00		TRIMMER SERVICE KIT	44.97			
6/15/2020	AP-US	DUE: 6/15/2020 DISC: 6/15/2020		1099: N		
		TRIMMER SERVICE KIT		01 5-05-796	VEHICLE MAINTENANCE	44.97

I-0027990-00		HARD HAT, MASK	199.94			
6/26/2020	AP-US	DUE: 6/26/2020 DISC: 6/26/2020		1099: N		
		HARD HAT, MASK		01 5-05-795	SUPPLIES	199.94
		=== VENDOR TOTALS ===	717.68			
=====						
01-0838	SPINDRIFT FORESTRY CONSULTING					

I-SIS20200005		UFB MEETING, TRIP FEES, INSPEC	615.50			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		UFB MEETING, TRIP FEES, INSPECT		03 5-00-726	CONTRACTED SERVICES	615.50
		=== VENDOR TOTALS ===	615.50			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0155		SWEENEY PLUMBING, INC				
I-47270		PRESSURE TEST	110.00			
6/15/2020	AP-US	DUE: 6/15/2020 DISC: 6/15/2020		1099: N		
		PRESSURE TEST		02 5-00-765	IMPROVEMENTS & REPAIRS	110.00
I-6473		RESTROOM FAUCET	250.95			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		RESTROOM FAUCET		01 5-05-786	PARK MAINTENANCE	250.95
		=== VENDOR TOTALS ===	360.95			
=====						
01-0052		THE NUGGET NEWSPAPER				
I-90018		SUPPLEMENTAL HEARING	119.00			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		SUPPLEMENTAL HEARING		01 5-02-705	ADVERTISING	119.00
I-90019		BUDGET MEETING	204.00			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		BUDGET MEETING		01 5-02-705	ADVERTISING	204.00
I-90020		URA SUPPLEMENTAL HEARING	119.00			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		URA SUPPLEMENTAL HEARING		21 5-00-700	ADMINISTRATIVE SERVICES	119.00
I-90021		URA SUPPLEMENTAL HEARING #2	136.00			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		URA SUPPLEMENTAL HEARING #2		21 5-00-700	ADMINISTRATIVE SERVICES	136.00
I-90193		SISTERS GUIDE DISPLAY	1,950.00			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		SISTERS GUIDE DISPLAY		01 5-01-705	ADVERTISING	1,950.00
I-90259		WA1904 WELL 4 AD	102.00			
6/26/2020	AP-US	DUE: 6/26/2020 DISC: 6/26/2020		1099: N		
		WA1904 WELL 4 AD		11 5-00-906	CAPITAL OUTLAY	102.00
I-90260		PUBLIC HEARING	255.00			
6/26/2020	AP-US	DUE: 6/26/2020 DISC: 6/26/2020		1099: N		
		PUBLIC HEARING		01 5-02-705	ADVERTISING	255.00
		=== VENDOR TOTALS ===	2,885.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0744	TRI COUNTY PAVING, LLC					
I-13194		ST1903 OVERLAY	78,399.30			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		ST1903 OVERLAY		03 5-00-916	INFRASTRUCTURE	78,399.30

I-13216		CRACKSEAL	1,174.16			
6/30/2020	AP-US	DUE: 6/30/2020 DISC: 6/30/2020		1099: Y		
		CRACKSEAL		03 5-00-749	STREET MAINTENANCE	1,174.16
		=== VENDOR TOTALS ===	79,573.46			
=====						
01-0109	TYLER TECHNOLOGIES/INCODE					
I-025-297752		BUSINESS LICENSE MAINT 20/21	980.63			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: N		
		BUSINESS LICENSE MAINT 20/21		01 5-02-710	COMPUTER SOFTWARE MAINT	980.63
		=== VENDOR TOTALS ===	980.63			
=====						
01-0937	U.S. BANK					
I-06182020BERTAGNA		VISA-BERTAGNA JUNE 2020	29.99			
6/18/2020	AP-US	DUE: 6/18/2020 DISC: 6/18/2020		1099: N		
		VISA-BERTAGNA JUNE 2020		01 5-01-726	CONTRACTED SERVICES	3.00
		VISA-BERTAGNA JUNE 2020		01 5-02-726	CONTRACTED SERVICES	3.60
		VISA-BERTAGNA JUNE 2020		01 5-03-726	CONTRACTED SERVICES	1.20
		VISA-BERTAGNA JUNE 2020		01 5-05-726	CONTRACTED SERVICES	3.90
		VISA-BERTAGNA JUNE 2020		01 5-07-726	CONTRACTED SERVICES	5.10
		VISA-BERTAGNA JUNE 2020		02 5-00-726	CONTRACTED SERVICES	5.10
		VISA-BERTAGNA JUNE 2020		03 5-00-726	CONTRACTED SERVICES	4.50
		VISA-BERTAGNA JUNE 2020		05 5-00-726	CONTRACTED SERVICES	3.59

I-06182020MISLEY		VISA MISLEY JUNE 2020	12.36			
6/18/2020	AP-US	DUE: 6/18/2020 DISC: 6/18/2020		1099: N		
		MEETING		01 5-01-793	MEETINGS/WORKSHOPS	12.36

I-06182020ONEILL		VISA O'NEILL JUNE 2020	179.17			
6/18/2020	AP-US	DUE: 6/18/2020 DISC: 6/18/2020		1099: N		
		VISA O'NEILL JUNE 2020		01 5-01-714	OFFICE SUPPLIES	10.56
		VISA O'NEILL JUNE 2020		01 5-02-714	OFFICE SUPPLIES	11.18
		VISA O'NEILL JUNE 2020		01 5-03-795	SUPPLIES	1.39
		VISA O'NEILL JUNE 2020		01 5-05-714	OFFICE SUPPLIES	6.31
		VISA O'NEILL JUNE 2020		01 5-07-714	OFFICE SUPPLIES	17.54
		VISA O'NEILL JUNE 2020		02 5-00-714	OFFICE SUPPLIES	9.83
		VISA O'NEILL JUNE 2020		03 5-00-714	OFFICE SUPPLIES	5.60
		VISA O'NEILL JUNE 2020		05 5-00-714	OFFICE SUPPLIES	7.76
		APA MEMBERSHIP-MARDELL		01 5-07-733	DUES & SUBSCRIPTIONS	124.00
		REFUND DUES-DAVENPORT		01 5-07-733	DUES & SUBSCRIPTIONS	15.00CR

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0937	U.S. BANK	(** CONTINUED **)				
=====						
I-06182020	PROSSER	VISA PROSSER JUNE 2020	181.26			
6/18/2020	AP-US	DUE: 6/18/2020 DISC: 6/18/2020		1099: N		
		VISA PROSSER JUNE 2020		01 5-01-714	OFFICE SUPPLIES	13.17
		VISA PROSSER JUNE 2020		01 5-02-714	OFFICE SUPPLIES	13.94
		VISA PROSSER JUNE 2020		01 5-03-795	SUPPLIES	1.73
		VISA PROSSER JUNE 2020		01 5-05-714	OFFICE SUPPLIES	7.88
		VISA PROSSER JUNE 2020		01 5-07-714	OFFICE SUPPLIES	21.88
		VISA PROSSER JUNE 2020		02 5-00-714	OFFICE SUPPLIES	12.26
		VISA PROSSER JUNE 2020		03 5-00-714	OFFICE SUPPLIES	6.98
		VISA PROSSER JUNE 2020		05 5-00-714	OFFICE SUPPLIES	9.69
		VISA PROSSER JUNE 2020		01 5-05-795	SUPPLIES	93.73
		=== VENDOR TOTALS ===	402.78			
=====						
01-0344	USA BLUEBOOK					
=====						
I-270237		TEST SUPPLIES	78.56			
6/17/2020	AP-US	DUE: 6/17/2020 DISC: 6/17/2020		1099: N		
		TEST SUPPLIES		02 5-00-795	SUPPLIES	78.56
		=== VENDOR TOTALS ===	78.56			
=====						
01-0976	USA FLEET SOLUTIONS					
=====						
I-42670		MONTHLY TRACKING JULY 2020	209.65			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: Y		
		MONTHLY TRACKING JULY 2020		01 5-03-726	CONTRACTED SERVICES	16.77
		MONTHLY TRACKING JULY 2020		01 5-05-726	CONTRACTED SERVICES	31.45
		MONTHLY TRACKING JULY 2020		02 5-00-726	CONTRACTED SERVICES	51.36
		MONTHLY TRACKING JULY 2020		03 5-00-726	CONTRACTED SERVICES	62.90
		MONTHLY TRACKING JULY 2020		05 5-00-726	CONTRACTED SERVICES	47.17
		=== VENDOR TOTALS ===	209.65			
=====						
01-0903	VELOX SYSTEMS					
=====						
I-8944		IT SUPPORT JULY 2020	2,648.30			
7/01/2020	AP-US	DUE: 7/01/2020 DISC: 7/01/2020		1099: Y		
		IT SUPPORT JULY 2020		01 5-01-726	CONTRACTED SERVICES	185.38
		IT SUPPORT JULY 2020		01 5-02-726	CONTRACTED SERVICES	185.38
		IT SUPPORT JULY 2020		01 5-03-726	CONTRACTED SERVICES	132.42
		IT SUPPORT JULY 2020		01 5-05-726	CONTRACTED SERVICES	238.35
		IT SUPPORT JULY 2020		01 5-07-726	CONTRACTED SERVICES	423.73
		IT SUPPORT JULY 2020		02 5-00-726	CONTRACTED SERVICES	529.66
		IT SUPPORT JULY 2020		03 5-00-726	CONTRACTED SERVICES	476.69
		IT SUPPORT JULY 2020		05 5-00-726	CONTRACTED SERVICES	476.69
		=== VENDOR TOTALS ===	2,648.30			

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PACKET: 03076 AP 7/8/2020

VENDOR SET: 01 CITY OF SISTERS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0760		VERIZON WIRELESS				
I-9856732018		CELL PHONES JUNE 2020	397.68			
6/22/2020	AP-US	DUE: 6/22/2020 DISC: 6/22/2020		1099: N		
		CELL PHONES JUNE 2020		01 5-01-736	CELLULAR PHONES	26.58
		CELL PHONES JUNE 2020		01 5-03-736	CELLULAR PHONES	25.93
		CELL PHONES JUNE 2020		01 5-05-736	CELLULAR PHONES	90.16
		CELL PHONES JUNE 2020		01 5-07-736	CELLULAR PHONES	10.63
		CELL PHONES JUNE 2020		02 5-00-736	CELLULAR PHONES	81.70
		CELL PHONES JUNE 2020		03 5-00-736	CELLULAR PHONES	90.88
		CELL PHONES JUNE 2020		05 5-00-736	CELLULAR PHONES	71.80
		=== VENDOR TOTALS ===	397.68			

=====						
01-0043		WCP SOLUTIONS				
I-664892		LYSOL SPRAY	34.95			
6/15/2020	AP-US	DUE: 7/25/2020 DISC: 6/25/2020	0.35CR	1099: N		
		LYSOL SPRAY		01 5-05-795	SUPPLIES	34.95
I-665161		RUBBER GLOVES	159.60			
6/18/2020	AP-US	DUE: 7/25/2020 DISC: 6/28/2020	1.60CR	1099: N		
		RUBBER GLOVES		01 5-05-795	SUPPLIES	159.60
I-666244		LYSOL WIPES	16.95			
6/29/2020	AP-US	DUE: 7/25/2020 DISC: 7/09/2020	0.17CR	1099: N		
		LYSOL WIPES		01 5-05-795	SUPPLIES	16.95
I-666245		CLOROX WIPES	73.60			
6/30/2020	AP-US	DUE: 7/25/2020 DISC: 7/10/2020	0.74CR	1099: N		
		CLOROX WIPES		01 5-05-795	SUPPLIES	73.60
		=== VENDOR TOTALS ===	285.10			

=====						
01-0891		WINSUPPLY				
I-27826600		SOLENOID	204.70			
6/19/2020	AP-US	DUE: 6/19/2020 DISC: 6/19/2020		1099: N		
		SOLENOID		01 5-05-786	PARK MAINTENANCE	204.70
		=== VENDOR TOTALS ===	204.70			

=====						
01-0225		X-PRESS PRINTING				
I-99647		ENVELOPES	220.22			
6/24/2020	AP-US	DUE: 6/24/2020 DISC: 6/24/2020		1099: N		
		ENVELOPES		01 5-01-714	OFFICE SUPPLIES	33.14
		ENVELOPES		01 5-02-714	OFFICE SUPPLIES	35.08
		ENVELOPES		01 5-03-795	SUPPLIES	4.36
		ENVELOPES		01 5-05-714	OFFICE SUPPLIES	19.81
		ENVELOPES		01 5-07-714	OFFICE SUPPLIES	55.04
		ENVELOPES		02 5-00-714	OFFICE SUPPLIES	30.84

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PACKET: 03076 AP 7/8/2020

VENDOR SET: 01 CITY OF SISTERS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0225	X-PRESS PRINTING	(** CONTINUED **)				
		ENVELOPES		03 5-00-714	OFFICE SUPPLIES	17.56
		ENVELOPES		05 5-00-714	OFFICE SUPPLIES	24.39
<hr/>						
I-99752		ENVELOPES	80.00			
6/29/2020	AP-US	DUE: 6/29/2020 DISC: 6/29/2020		1099: N		
		ENVELOPES		01 5-01-714	OFFICE SUPPLIES	12.04
		ENVELOPES		01 5-02-714	OFFICE SUPPLIES	12.74
		ENVELOPES		01 5-03-795	SUPPLIES	1.59
		ENVELOPES		01 5-05-714	OFFICE SUPPLIES	7.20
		ENVELOPES		01 5-07-714	OFFICE SUPPLIES	19.99
		ENVELOPES		02 5-00-714	OFFICE SUPPLIES	11.20
		ENVELOPES		03 5-00-714	OFFICE SUPPLIES	6.38
		ENVELOPES		05 5-00-714	OFFICE SUPPLIES	8.86
		=== VENDOR TOTALS ===	300.22			
		==== PACKET TOTALS ====	385,613.76			

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CITY OF SISTERS

PO Box 39 - Sisters, Or 97759 | ph: 541-549-6022 | www.ci.sisters.or.us

July 22, 2020

Devin Hearing, Senior Planner
Oregon Department of Transportation
63055 N. Hwy 97, Building M
Bend, OR 97701

RE: Deschutes County application for TGM Grant for Addressing Trails in the Sisters County Vision Action Plan

The City of Sisters supports the Deschutes County application for a Transportation and Growth Management (TGM) grant in the amount of \$25,000 to add trails to the Deschutes County Transportation System Plan (TSP) map. The City of Sisters, Deschutes County, U.S. Forest Service, Sisters Trail Alliance, and multiple other stakeholders cooperated in a Vision Plan for the approximately 10,000 people who live outside the City limits of Sisters, but who view Sisters as their community. This area is known as Sisters Country and approximates the borders of the Sisters School District. During the development of the Sisters Country Vision and the Action Plan, participants stressed the need for expanding the equestrian, bicycle, and pedestrian trails that link these rural residents to Sisters. This included trails tying not just to Sisters, but to and between Bend, Redmond, and unincorporated communities. The Deschutes County TGM grant will more precisely identify and prioritize these trails, which can assist in both environmental reviews and future grant funding proposals for third parties to make an expanded trail system a reality for Sisters Country.

Sincerely,

Chuck Ryan
Mayor



Agenda Item Summary**Meeting Date:** July 22, 2020**Staff:** Caprielle Foote-Lewis**Type:** Regular Meeting**Dept:** Economic Development**Subject:** Res. 2020-21 - A resolution of the City of Sisters, Oregon, co-sponsor of the Greater Redmond Enterprise Zone, that continues an E Commerce (“special status”) Overlay for the Greater Redmond Enterprise Zone.

Action Requested:

Approve Resolution 2020-21 supporting continuation of the E Commerce Overlay for the Greater Redmond Area Enterprise Zone.

Report in Brief:

To spur economic development in the City of Sisters and the surrounding area, and to expand the incentives available within the Greater Redmond Area Enterprise Zone, the Council is being asked to approve a resolution for an E-Commerce overlay for the Greater Redmond Area Enterprise Zone.

Background:

The Oregon Enterprise Zone (ORS.285.C) is an incentive designed to attract business investment and encourage job creation. It offers a temporary tax abatement on qualified investments for new or expanding traded-sector businesses in the Enterprise Zone.

According to Business Oregon, *“Electronic commerce is defined as engaging predominantly in transactions via the internet or an internet-based computer platform. These transactions can include taking orders, closing sales, making purchases, providing customer service, or undertaking other activities that serve the business's overall purpose, even if retail in nature.”*

In May 2020, the Sisters City Council, as well as Deschutes County and the City of Redmond, adopted resolutions to re-designate the Greater Redmond Area Enterprise Zone. The Business Oregon re-designation process requires separate resolutions to retain the E-Commerce Overlay.

EDCO-Sisters is interested in keeping the eCommerce overlay (one of the 15 overlays allowed by law in the State) because of the broader eligibility for business types, and a more inclusive exemption on personal property—items used in electronic commerce costing less than \$50,000 (but still ≥ \$1,000)—for standard property tax abatement of an eligible business firm’s qualified property. This process, unlike Enterprise Zone re-designation, is competitive.



Agenda Item Summary

A zone sponsor designates its enterprise zone for e-commerce by each cosponsor adopting a resolution that affirms an e-commerce designation, and by furnishing Business Oregon with resolution copies no sooner than the 31st day after having advised the agency of the sponsor's intent to so designate. EDCO-Sisters advised the agency of the sponsor's intent to so designate on July 1st, the earliest possible date. Deschutes County unanimously approved the E Commerce Overlay on July 6, 2020. The City of Redmond will decide this week.

EDCO-Sisters requests that the resolution be adopted by the Sisters City Council during their meeting on July 22, 2020.

With a statewide maximum of 15, Business Oregon must referee a first-come, first-serve process, beginning only once there is an available overlay, which is normally not until July after one or more underlying enterprise zones sunset as ours has.

Discussion:

With the E-Commerce Overlay, the Greater Redmond Area Enterprise Zone adds the following incentive options:

Engaging in e-commerce becomes an eligible activity for temporary property tax abatements under the existing Enterprise Zone program.

Additionally, the predominant incentive is that, according to Business Oregon, *"Additional newly installed personal property—i.e., readily movable machinery and equipment—can also qualify. Usually, such property that costs between \$1,000 and \$50,000 per item qualifies only if used in the production of tangible goods, but in an e-commerce enterprise zone or city, using it for electronic commerce similarly allows for the exemption."*

[In courses of action, will suggest that Council adopts resolution].

Attachments: Resolution 2020-21

RESOLUTION NO. 2020-21

**A RESOLUTION OF CITY OF SISTERS DESIGNATING THE GREATER REDMOND ENTERPRISE ZONE
BE DESIGNATED FOR ELECTRONIC COMMERCE**

WHEREAS, the City of Sisters co- sponsors (with Deschutes County, and the City of Redmond) the Greater Redmond Enterprise Zone; and

WHEREAS, the sponsors of the Greater Redmond Enterprise Zone have formally advised and consulted from Business Oregon on this matter under ORS 285C.078; and

WHEREAS, the Greater Redmond Enterprise Zone is one of the most successful economic development tools for the City of Sisters contributing to the establishment and expansion of diverse businesses and the creation of family wage jobs; and

WHEREAS, The City of Sisters with its supply of available land for development and complementary infrastructure has established itself as a community that can support electronic commerce business; and

WHEREAS, The City of Sisters would like to encourage electronic commerce as part of its economic development efforts.

THEREFORE, BE IT RESOLVED the City of Sisters, as one of the co-sponsors, designates the Greater Redmond Enterprise Zone for Electronic Commerce under ORS 285C.095.

ADOPTED by the City Council of City of Sisters and signed by the mayor this 22nd day of July 2020.

Chuck Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder



Agenda Item Summary

Meeting Date: July 22, 2020

Staff: C. Misley/J. O'Neill

Type: Regular Meeting

Dept: CMO/Finance

Subject: Master Fee Schedule

Action Requested: Public Comment and Consideration of Resolution No. 2020-22: A RESOLUTION OF THE CITY OF SISTERS AMENDING THE MASTER FEE SCHEDULE.

Summary Points:

Republic Services has requested a 9% increase to their rates for both residential and commercial accounts. Republic Services qualifies the request due to an increase in costs associated with providing the solid waste service to customers such as wages, disposal/recycling fees, and maintenance. A 9% rate increase would reflect the true cost of recycling and general operating costs and would put margins in a healthy but acceptable range. Staff has reviewed Republic Services financial data to support suggested rate increase and found the data to be reasonable.

For residential customers, rate adjustment will result in an increase of \$1.43, \$1.94, and 2.66 per month for the 32, 64 and 90 gallon cart services, respectively. As has historically been the case, recycling and yard debris services are built into the respective rate. Even with the proposed rate increase, the City of Sisters garbage services will remain amongst the lowest in the area.

For commercial customers, Republic Services is requesting an increase of 9% for each of the container sizes.

The 9% increase will begin Aug 1, 2020, with a guarantee of no rate increase request next year.

The rate increase will affect City Managed Accounts that the City maintains, however, the increase is not expected to materially affect that category of the budget. The rate increase will also affect the current 5% monthly franchise fee from Republic Services to the City of approximately \$4,000 for FY 2020/21.

Attachments: Resolution 2020-22: Master Fee Schedule
Exhibit A

RESOLUTION NO. 2020-22

**A RESOLUTION OF THE CITY OF SISTERS AMENDING
THE MASTER FEE SCHEDULE FOR SOLID WASTE COLLECTION FEES WITHIN CITY LIMITS
PROVIDED BY THE SOLID WASTE FRANCHISEE**

WHEREAS, Ordinance No. 381 provides that the City may revise rates for collection services by resolution; and

WHEREAS, the proposed solid waste rate adjustments are to fund increased collection costs and an increased Franchise Fee; and

WHEREAS, the City Council, finds that amending the fee resolution in a manner that will assess fees that recovers the actual costs of providing the services is appropriate; and

WHEREAS, rates for solid waste collection fees were last set by Resolution No. 2017-06 and this resolution amends the rates established by that resolution; and

WHEREAS, on July 22, 2020, the City Council took public comment on the amendment to the fee schedule and took such comment into consideration.

NOW, THEREFORE, BE IT RESOLVED the City Council of Sisters hereby adopts the amended fee schedule as provided in Exhibit A with an effective date as of August 1, 2020.

ADOPTED by the City Council and signed by the Mayor this 22nd day of July 2020.

Charles Ryan, Mayor

ATTEST:

Kerry Prosser, City Recorder

**CITY OF SISTERS
MASTER FEE SCHEDULE - EFFECTIVE AUGUST 1, 2020**

GARBAGE		CURRENT	AMENDED			CURRENT	AMENDED		
REPUBLIC SERVICES (HIGH COUNTRY DISPOSAL)				CITY MANAGED ACCOUNTS					
Monthly rates:				Monthly rates:					
Residential:				Residential:					
32 Gal Cart Curb	\$	15.89	\$	17.32	32 Gal Cart Curb	\$	40.89	\$	42.32
64 Gal Cart Curb	\$	21.57	\$	23.51	64 Gal Cart Curb	\$	46.57	\$	48.51
90 Gal Cart Curb	\$	29.55	\$	32.21	90 Gal Cart Curb	\$	54.55	\$	57.21
Commercial:				Commercial:					
32 Gal Cart Curb	\$	16.16	\$	17.61	32 Gal Cart Curb	\$	41.16	\$	42.61
64 Gal Cart Curb	\$	25.41	\$	27.70	64 Gal Cart Curb	\$	50.41	\$	52.70
90 Gal Cart Curb	\$	36.07	\$	39.32	90 Gal Cart Curb	\$	61.07	\$	64.32
1 YD-1 WKLY	\$	72.49	\$	79.01	1 YD-1 WKLY	\$	97.49	\$	104.01
1 YD-2 WKLY	\$	145.85	\$	158.98	1 YD-2 WKLY	\$	170.85	\$	183.98
1 YD-3 WKLY	\$	214.53	\$	233.84	1 YD-3 WKLY	\$	239.53	\$	258.84
1 YD-4 WKLY	\$	283.21	\$	308.70	1 YD-4 WKLY	\$	308.21	\$	333.70
1 YD-5 WKLY	\$	351.88	\$	383.55	1 YD-5 WKLY	\$	376.88	\$	408.55
1.5 YD-1 WKLY	\$	104.12	\$	113.49	1.5 YD-1 WKLY	\$	129.12	\$	138.49
1.5 YD-2 WKLY	\$	202.34	\$	220.55	1.5 YD-2 WKLY	\$	227.34	\$	245.55
1.5 YD-3 WKLY	\$	297.83	\$	324.63	1.5 YD-3 WKLY	\$	322.83	\$	349.63
1.5 YD-4 WKLY	\$	393.33	\$	428.73	1.5 YD-4 WKLY	\$	418.33	\$	453.73
1.5 YD-5 WKLY	\$	488.81	\$	532.80	1.5 YD-5 WKLY	\$	513.81	\$	557.80
2 YD-1 WKLY	\$	137.91	\$	150.32	2 YD-1 WKLY	\$	162.91	\$	175.32
2 YD-2 WKLY	\$	265.94	\$	289.87	2 YD-2 WKLY	\$	290.94	\$	314.87
2 YD-3 WKLY	\$	392.77	\$	428.12	2 YD-3 WKLY	\$	417.77	\$	453.12
2 YD-4 WKLY	\$	519.59	\$	566.35	2 YD-4 WKLY	\$	544.59	\$	591.35
2 YD-5 WKLY	\$	646.27	\$	704.43	2 YD-5 WKLY	\$	671.27	\$	729.43
3 YD-1 WKLY	\$	193.02	\$	210.39	3 YD-1 WKLY	\$	218.02	\$	235.39
3 YD-2 WKLY	\$	370.93	\$	404.31	3 YD-2 WKLY	\$	395.93	\$	429.31
3 YD-3 WKLY	\$	548.72	\$	598.10	3 YD-3 WKLY	\$	573.72	\$	623.10
3 YD-4 WKLY	\$	726.52	\$	791.91	3 YD-4 WKLY	\$	751.52	\$	816.91
3 YD-5 WKLY	\$	904.31	\$	985.70	3 YD-5 WKLY	\$	929.31	\$	1,010.70
4 YD-1 WKLY	\$	240.61	\$	262.26	4 YD-1 WKLY	\$	265.61	\$	287.26
4 YD-2 WKLY	\$	463.02	\$	504.69	4 YD-2 WKLY	\$	488.02	\$	529.69
4 YD-3 WKLY	\$	685.29	\$	746.97	4 YD-3 WKLY	\$	710.29	\$	771.97
4 YD-4 WKLY	\$	907.55	\$	989.23	4 YD-4 WKLY	\$	932.55	\$	1,014.23
4 YD-5 WKLY	\$	1,129.84	\$	1,231.53	4 YD-5 WKLY	\$	1,154.84	\$	1,256.53
5 YD-1 WKLY	\$	284.20	\$	309.78	5 YD-1 WKLY	\$	309.20	\$	334.78
5 YD-2 WKLY	\$	546.15	\$	595.30	5 YD-2 WKLY	\$	571.15	\$	620.30
5 YD-3 WKLY	\$	807.93	\$	880.64	5 YD-3 WKLY	\$	832.93	\$	905.64
5 YD-4 WKLY	\$	1,069.73	\$	1,166.01	5 YD-4 WKLY	\$	1,094.73	\$	1,191.01
5 YD-5 WKLY	\$	1,331.51	\$	1,451.35	5 YD-5 WKLY	\$	1,356.51	\$	1,476.35
6 YD-1 WKLY	\$	322.24	\$	351.24	6 YD-1 WKLY	\$	347.24	\$	376.24
6 YD-2 WKLY	\$	616.41	\$	671.89	6 YD-2 WKLY	\$	641.41	\$	696.89
6 YD-3 WKLY	\$	910.41	\$	992.35	6 YD-3 WKLY	\$	935.41	\$	1,017.35
6 YD-4 WKLY	\$	1,204.42	\$	1,312.82	6 YD-4 WKLY	\$	1,229.42	\$	1,337.82
6 YD-5 WKLY	\$	1,498.43	\$	1,633.29	6 YD-5 WKLY	\$	1,523.43	\$	1,658.29

EDCO

MOVE START GROW



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3	2018-2020 Program Highlights Strategic Planning Process (Overview)
4	Current Economic Conditions (COVID-19 Health Crisis)
5-6	Economic Development Strategic Plan (Overview) <ul style="list-style-type: none"> • EDCO Vision • EDCO Mission • Guiding Principles for Sisters • Key Goals for Sisters
7	EDCO Core Values
8-11	Local Program Goals & Objectives
12	Specific Program Initiatives
13-14	Appendix A: Assumptions Underlying the Strategic Plan
15	Appendix B: Methodology Behind Industry Targets
16-19	Appendix C: Headwinds to Economic Development

PROGRAM HIGHLIGHTS 2018-2020

- ✓ Exceeded job creation and new capital investment goals in the GROW category.
- ✓ Exceeded the goal for the development of new business park (light industrial) inventory.
- ✓ All new building inventory was under contract prior to occupancy.
- ✓ Won State recognition for Business Development Project of the Year in 2019.
- ✓ Collaborated on support for the internship program for Sisters School District.
- ✓ Raised \$7,000 in new private sector investments.
- ✓ Secured a three-year program commitment from the City of Sisters.
- ✓ Retained all larger employer client companies in Sisters.
- ✓ Collaborated on a marketing project for the Sisters Oregon Guide.
- ✓ Held key networking events including Made in Sisters Tour and Luncheon, Pub Talk, and Sisters Country Entrepreneurs and Executives Meet Ups.
- ✓ Expanded the Sisters Country Economic Development Advisory Board to include more traded sector representation; Attendance is high.
- ✓ Collaborated with the City and Chamber on emergency response to COVID-19 for businesses including the City's webpage and helped to deploy over \$25k in relief.
- ✓ Built and/or strengthened program communication to community through outreach, presentations, visioning, and volunteer work.
- ✓ Played a key role in the community's vision update.
- ✓ Successfully achieved re-designation of the Enterprise Zone

STRATEGIC PLANNING PROCESS:

The Sisters Economic Development Advisory Board (SCED) began preparing for the strategic plan update early in 2020. A strategic planning retreat was scheduled for March 17. The meeting was postponed until May 8 due to members needing to prioritize individual responses to the COVID-19 crisis. On May 8, the Board convened for a three hour Zoom planning meeting. The current plan was reviewed, changes discussed, and recommendations provided.

The Board considers this plan to be a "living" document. Tracking of economic indicators, trends, tides, and policies is essential and may require Board to consider action and make plan adjustments.

CURRENT ECONOMIC CONDITIONS AND COVID-19 IMPACTS:

The economic impacts of COVID-19 will be felt in Sisters for many years. The local economy is heavily dependent on tourism, which was the hardest hit industry and is expected to be the slowest to fully recover to pre-pandemic levels. What began as a health crisis created an unprecedented economic crisis and the Board expects slowing economic growth as we recover. Fortunately, progress has been made to diversify the local economy and most of the traded sector businesses in Sisters are not at risk currently. Several companies applied for and received federal aid to assist with revenue losses due to the crisis. Many employers furloughed or cut staff to extend their working capital runway. Operational adjustments were made to meet the new health and safety regulations. Several employers reported unanticipated supply chain issues. Some local expansion projects have been put on hold until revenues recover to pre-COVID levels. The good news is that several key local traded sector companies are experiencing much higher than anticipated revenue levels, working overtime, and hiring dislocated workers.

It is an uncertain time and national economists believe a full recovery may not take place until late 2022 or later. How quickly we recover depends heavily on reaction to the current health crisis, consumer behavior, overall business development climate, innovation, the ability to adjust business plans (i.e. pivot, adjust to new market channels), training for new employment opportunities, lending policies (access to capital for start-ups and business expansion projects, and how we react to other unanticipated global, national, and local challenges that negatively impact economic development.

The new plan shows key measurements adjusted down from the current plan. Multiple factors including those above as well as; very limited light industrial inventory levels, high housing costs, and logistical challenges were considered to set more realistic goals for the local program. Most members reported that the current plan was overly optimistic and suggested changes for a more achievable plan. A workplan with timelines may be implemented upon Board approval and Council adoption. The Board plans to check progress in early 2022 and will make additional adjustments, if needed.

While the low (almost zero) inventory of available space has been a major challenge, a rezoning project will supply new light industrial sites. This new inventory is expected in 2021-2022. In addition, several workforce housing projects are expected to be completed in the next three years.

The SCED Board recognizes and supports the community's Sisters Country Vision as well as the economic development goals for the City of Sisters. As such, the Area Director is a member of the Vision Implementation Team and will be a key partner in the City's comprehensive plan update.

The local program prioritizes traded sector business development, the creation of primary jobs, new capital investments, and industry diversity to create economic resiliency. In addition, the community and our partners expect progress on key initiatives and assistance with special projects (local, regional, state) that too require a significant time commitment but contribute to "setting the table" efforts for economic development to be successful long term in Sisters.



Be the premier small metro and rural living experience in the nation with prosperous communities and quality jobs for Central Oregonians

Vision



Help move, start and grow traded-sector businesses to purposefully create a balanced and diverse economy

Mission

Sisters Guiding Principles for Economic Development

- This is how we go about doing this work in our small, authentic community:
- Collaboration with economic development partners such as the City, County, Chamber are key to program success.
- Encourage multi-generational participation.
- Advocate for the next generation. (*Can our children live here and find gainful employment?*)
- Act as the reference point for everyone in the community regarding jobs, business, and industry development.
- Economic diversification is at the center of all we do.
- Respect the quality of life that makes this place special; and
- Manage growth so it is consistent with the character and values of the community.

GOALS for Sisters Economic Development 2020-2023	
1.	Move 3 new companies to the Sisters area that will create 50 new, well-paying jobs and invest \$2 million in new capital investment. Target marketing and recruitment efforts geographically and by industry for greatest effectiveness.
2.	Facilitate the Start of 3 local, scalable, early-stage companies as the next generation of employers and jobs. Create entrepreneurial ecosystem to generate at least 20 jobs from those startups and help them raise \$500K in growth capital.
3.	Help Grow 5 local traded-sector employers with a robust Business Retention & Expansion (BRE) Program that catalyzes \$5 million in new capital investment and 150 new, well-paying jobs.
4.	Prioritize the retention of key traded sector employers. Work to reduce impacts of current crisis on traded sector companies that would result in local primary job loss.
5.	Work with the private and public partners to catalyze development of at least 60,000 sf of new light industrial space in Sisters to help both new and existing companies.

On pages 8-11 of this plan, 18 objectives are outlined under the four goals that are the “tip of the spear,” so to speak, of EDCO Sisters’ execution strategies. While detailed and specific, nearly all objectives have yet another level of detailed actions and efforts required to successfully achieve both the objectives and goals.

EDCO Values

EDCO has developed its own internal culture that helps team members clearly understand what is important not only in the work we do, but how we go about doing it. Condensed, our core values are:



To be clear, these are not necessarily a set of formalized policies and procedures but rather “the way we do things” as a team and individually.

Goals & Objectives

GOAL 1: Move 3 new companies to the region that will create 50 new, well-paying jobs and invest \$2 million in new capital investment. Target marketing and recruitment efforts geographically and by industry for greatest effectiveness.

Objective 1.1

Target specific companies and individuals within industry sectors or sub-sectors that are a good fit for the Sisters area, while remaining opportunistic. Industries for Sisters include, but are not limited to (*alphabetical, not prioritized*):

- Advanced Manufacturing
- Arts-based
- Aviation & Aerospace
- Bioscience/Health (pharma/medical device/nutritional/exercise-related products)
- Brewing & Distilling
- Building Products
- Headquarter Operations
- Musical Instrument design and manufacturing
- Outdoor Apparel & Gear
- Professional Services
- Specialty Food Products
- Technology (software/hardware/alternative energy)

(see Appendix B for research behind why these industries were selected)

Objective 1.2

Generate at least 40 leads annually for new recruitment prospects via diverse sources.

- Attend industry tradeshows in targeted sectors.
- Research companies in targeted sectors (periodicals, trade & business journals, internet, and web-publications).
- Track and support, as appropriate industry, development initiatives.
- Follow up on referrals by partner organizations (cities, counties, chambers, local companies, individuals, etc.)
- Encourage and/or facilitate target industry committees.
- Publicize the work of EDCO and success of Sisters companies via earned media (press releases and media relations) and advertising (funding permitting).

Objective 1.3

Collaborate with the City of Sisters, Deschutes County and Business Oregon to develop competitive and compelling proposals for recruitment prospects.

Objective 1.4

Capitalize on Sisters' established brand, image and reputation as a "community of choice" for lifestyle, quality schools, the arts, and scenic beauty.

- Bring together local and regional visitor organizations willing to partner with their existing marketing and advertising strategies for business development.
- Create and implement marketing strategies around Sisters' signature annual events, including: The Sisters Rodeo, Folk Music Festival and Quilt Show.
- Collaborate on vision for downtown and identify gaps

Objective 1.5

Investigate other local barriers or challenges to recruiting companies to Sisters

- Work to improve the capacity, speed, and reliability of telecom services in Sisters.
- Support workforce housing projects that meet the demand of employers
- Track childcare availability and support zoning amendments to increase capacity, as needed
- Support incubator space projects
- Track diminishing economic development incentives; support economic development priorities in legislation and policy making.
- Support public transportation capacity improvement initiatives for local workforce

GOAL 2: Facilitate the Start of at least 3 local, scalable (high growth potential), early-stage companies to establish the next generation of employers and jobs. Create an entrepreneurial ecosystem to generate at least 20 jobs from those startups and help them raise \$500K in launch or growth capital by 2020.

Objective 2.1

Connect Sisters early-stage companies with existing local, regional and statewide entrepreneurial assets.

- Encourage Sisters startups to attend and present at monthly Central Oregon Pub Talks series and annual Bend Venture Conference (BVC).
- Bring at least one Central Oregon Pub Talk event to Sisters by 2022.
- Continue support for local entrepreneurs meet up event (the SCEEN)
- Connect promising startups with the Portland Seed Fund, Oregon Venture Fund, Cascade Seed Fund, and other statewide or regional equity capital investment groups.
- Support regional business accelerators (Bend Outdoor Worx, E-Space Labs, etc.) by connecting Sisters companies to these resources.
- Support co-working spaces in Sisters.
- Refer startups to support organizations and resources (EDCO's Venture Catalyst and/or Stable of Experts, SBDC, SCORE, Opportunity Knocks, Business Oregon, OSU Cascades Innovation Co-Lab, Oregon Entrepreneurs Network (OEN), etc....)

Objective 2.2

Provide advisory and mentor support to local early-stage companies.

- Capitalize on opportunities to meet with all scalable start-ups and early-stage companies in Sisters.
- Connect at least 5 early-stage companies per year to mentors through EDCO's Stable of Experts.
- Encourage local experts to join EDCO's Stable of Experts for mentoring and advising opportunities.
- Coach, with help from the EDCO Venture Catalyst, at least 3 scalable startups annually.

Objective 2.3

Evaluate and develop additional, capital resources to support early-stage companies.

- Tap the Sisters area's ability to attract high net worth individuals by encouraging them to invest in local startups directly or through managed funds such as Cascade Seed Fund, Seven Peaks Ventures, etc.

GOAL 3: Help Grow 5 local traded-sector employers with a robust Business Retention & Expansion (BRE) Program that catalyzes \$5 million in new capital investment and 150 new, well-paying jobs.

Objective 3.1

Meet with all local traded-sector companies in Sisters annually to identify opportunities and challenges.

- Actively maintain target list with Executive Pulse CRM for calls and meetings.
- Focus all calls and meetings on action and EDCO adding value (not just gathering information) directly or through referrals.
- Survey companies during interviews and meetings to determine systematic roadblocks and opportunities to catalyze growth and expansion.
- Provide rapid and comprehensive follow up to all company meetings to resolve issues and capitalize on opportunities.
- Catalyze and support local workforce development initiatives (internships program, higher education, cross training)
- Work to retain key employers by providing resources to minimize their relocation elsewhere
- Encourage companies to work with YCC on offering internships to provide meaningful work experiences and future talent

Objective 3.2

Successfully manage the Sisters enterprise zone, e-commerce zone and renewable energy projects within the Deschutes County renewable energy development zone.

- Develop & maintain project management tools and send reminders for critical filing deadlines.
- Host periodic meetings, training for assessors and taxing districts.
- Expand zone as required to capitalize on opportunities for job creation and diversification.
- Renew the zones as required and encourage local sponsors to offer additional incentives.

Objective 3.3

Assist cities and counties with implementation of local incentives.

- Assist Sisters companies that qualify and are a good fit for the Deschutes County Economic Development Fund.
- Assist the City of Sisters and/or Deschutes County with local fast-track permitting programs.

Objective 3.4

Host and/or refer companies to periodic events that support local traded-sector companies.

- Produce one “Made in Sisters” tour/event annually that features local businesses (included: annual luncheon and local program fund-raising/EDCO membership drive).
- Partner with other local, regional and statewide organizations to deliver best practices workshops locally (export strategies, OMEP events, industry associations, etc.).
- Support key industry events.
- Support companies in continuous improvement and Lean implementation through Grow 3 Degrees, the Oregon Manufacturers Extension Partnership (OMEP) and private contractors.
- Connect Sisters businesses to existing industry associations including the Technology Association of Oregon (TAO), Oregon Bioscience Association (Oregon Bio), Oregon Outdoor Alliance (OOA), Central Oregon Brewer’s Guild, and other consortia that can add value.

GOAL 4: Prioritize the retention of key traded sector employers. Provide solutions and resources to reduce severe impacts of current crisis on traded sector companies that would result in local primary job loss.

Objective 4.1

Increase outreach to client companies to track crisis impacts.
Research and support relief or emergency business assistance programs.

Objective 4.2

Connect companies to valuable resources including expert advisors as early as possible

Objective 4.3

Work with economic development partners to consider retention incentives, if necessary.

Objective 4.4

Advocate for small business at the State, Regional and local level.
Continue to strengthen important relationships at all levels.

GOAL 5: Work with the private and public partners to catalyze development of at least 60,000 sf of new light industrial space in Sisters to help both new and existing companies

Objective 5.1

Develop inventory of most promising lots for new, light industrial buildings.

Objective 5.2

Recruit developer(s) interested in constructing and owning new light industrial space in Sisters.

Objective 5.3

Identify and mitigate roadblocks to new development.

- Find private and/or public capital for construction.
- Introduce developer(s) to new or existing companies needing light industrial space.

Local Program Initiatives 2020-2023

- Raise \$23,000 in “private sector” donations
- Assist City with Comprehensive Plan update
- Achieve progress on lead partner projects in the Sisters Country Vision
- Collaborate with the Chamber on marketing
- Assist with development projects
 - Prioritize rezoning for future employment opportunities and workforce housing
- Assist with rural broadband improvement initiatives

APPENDIX A: ASSUMPTIONS UNDERLYING THE 2020-22 STRATEGIC PLAN

Focus on traded-sector is key

Focusing on the traded-sector (companies that export a good or service to customers outside the region) is our greatest leverage of time and resources. There is a reason that most economic development organizations across the country concentrate on growing traded-sector employers: they form the foundation for all other jobs.

Most employment in a given community or region is in non-traded sector areas – government, retail, commercial, health care, K-12 education – that serve needs within that community or region. Growing traded-sector employment both makes the “economic pie” larger as well as increases average household incomes. More disposable income enables growth of the non-traded sector through the purchase of homes, cars, entertainment, food and beverage, etc. However, the reverse is not always true; growth of the non-traded-sector does not necessarily lead to more traded-sector jobs. Focus on growing traded-sector employment is the most efficient and effective way to help the entire economy prosper.

Historically, traded-sector companies were manufacturers, but the lines have been blurred with changes in technology. Today, many services can also be traded sector, everything from engineering to accounting to administrative and call centers.

We facilitate job creation, but businesses create jobs

Job creation is one of, if not the most important, metrics for most economic development organizations across the country. This holds true for EDCO Sisters as well. The organization tracks new employment added by the companies (recruitment, retention/expansion or early stage) it helps – whether with incentives, logistics, relocation, recruitment, site location, local entitlements, finding talent, capital financing, or a host of other issues.

As with other professional consultants a company may hire, our assistance is typically on the margin, meaning that each company is principally responsible for their success and growth. However, our assistance must add real value, or the organization doesn't include it in its metrics. In the case of recruitment projects, more often than not, a relocating business would not have known about or picked a Central Oregon community without our effort and assistance. But while we track employment, capital investment and payroll of its client companies, the organization acknowledges that businesses, not economic development, actually generate new employment.

In order to be effective in “moving the needle” for this big vision with a small staff and budget, it is imperative that EDCO play the role of catalyzing projects, initiatives, programs, and other infrastructure that is critical for success.

Big mission + a small staff make it imperative for us to catalyze, leverage

EDCO is a small organization with a very large and important charge: measurably improving and diversifying the regional economy. In the face of recent challenges posed by the economy, economic development is a front-and-center policy issue for public and private sectors alike. Despite the renewed interest in jobs and diversification, funding has not been commensurate with its apparent

priority. In order to be effective in “moving the needle” for this big vision with a small staff and budget, it is imperative that we play the role of catalyzing projects, initiatives, programs, and other infrastructure that is critical for success. Consequently, we must continually look for partners – individuals, companies and other organizations – willing to carry forward initiatives or share the responsibility as a team. The SCED advisory group is ready, willing and able to help and support EDCO and the Sisters Area Director in attracting and supporting businesses to and in Sisters Country

EDCO must hold onto lightly even things that originated in the organization - “owning” only those that have the highest return and which no other entity or group of volunteers can or is willing to see to fruition. Successful examples of such partnerships include the region’s first business accelerator (Founder’s Pad), the UAV/UAS initiative, the Central Oregon Brewer’s Guild, the High Desert Enterprise Consortium, the Oregon Outdoor Alliance, the Tech Alliance of Central Oregon, and the Central Oregon Biosciences Association – all of which were started in part or entirely by EDCO and now have a life of their own.

Similarly, EDCO must look for opportunities with the greatest leverage of its limited time and resources to bring about good things for the economy. The organization’s vision and mission are to be primarily a business development organization; however, maintaining and improving Central Oregon’s business climate “sets the table” for successful business development. At the same time, EDCO does not have the resources or time to become even a part-time lobbying organization. The same example applies for improving education and expanding meaningful work opportunities for our emerging workforce. EDCO must be artful in its ability to add value without being consumed by a particular issue or facet of the economy or region.

Size does not matter

EDCO is often characterized as an organization that is only focused on larger, headline-grabbing companies. While it has worked to recruit, retain and grow some of the largest private employers in the region, EDCO actively helps companies of all sizes (even one-person businesses) at all stages of maturity. Some of the region’s fastest growing firms were established here by a single founder or small group of co-founders. EDCO homes in not on the size of the company, but the strength of the team, viability of the business model and ability to scale within a broader marketplace.

Increasingly, Traded-Sector Employers are NOT Manufacturers

More and more, professional services, IT, software, and other technology companies are by their revenues and customer base, traded sector. Some local engineering, architecture, accounting, and legal firms have a majority of their services exported outside Central Oregon’s borders. Data centers, now increasingly known as IT computing centers, export data via telecommunications – yet employ hundreds of full-time employees at wages averaging well over triple for most other industries. Clearly, these next generation businesses are, together, contributing an ever-larger share of our GDP and in some cases eclipsing capital investment of all other industries combined. As such, EDCO’s business development

WHO SAYS STARTUPS CAN’T HAVE A PROFOUND IMPACT ON THE ECONOMY?

Here’s a sampling of companies, each in different industries that were founded here as startups that now collectively employ 1,250 Central Oregonians.



Hydro Flask



efforts must continue to evolve to capitalize on opportunities outside the traditional manufacturing model.

APPENDIX B: METHODOLOGY BEHIND INDUSTRY TARGETS

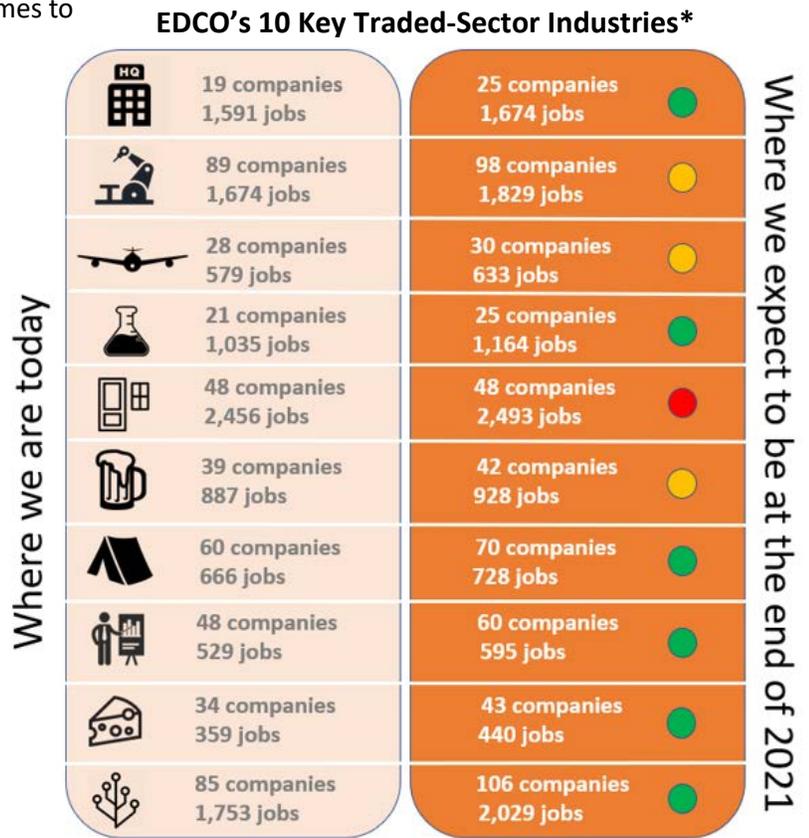
Targeting Industries, Subsectors within Industries

There are many schools of thought when it comes to industry development and economic diversification. Some experts argue that the highest value efforts are concentrated on attracting individuals (i.e. professionals, highly educated, entrepreneurs, lone eagles, retirees) rather than focusing on specific industries. Others maintain that the stage of business is more important (i.e. start up, growth stage, established). Yet another field of thought is that economic development and local government should simply concentrate on creating a place where individuals and companies want to locate (i.e. amenities, support organizations, universities and research institutions, quality of life factors) as a driver for more employment and diversity.

There are probably merits to all these arguments; however, each have inherent issues for a small organization like EDCO to either execute or marshal others to execute. Reinventing or dramatically improving local amenities, adding higher education capacity and other quality of life investments are a full-scale community effort – far beyond EDCO’s (or any other economic development organization on the West Coast) small budget and staff.

Targeting individuals is also very difficult and historically, expensive. With technology improvements (new Internet marketing resources, social media, etc.), that situation may be changing in that huge investment may no longer be required to impact a particular geographic market or demographic. Perhaps the very best example in the Central Oregon region of targeting individuals is the tourism industry that uses traditional advertising (media, periodicals, online) to communicate their messages to individuals to visit and stay in the region. In order to “move the needle” in gaining awareness and sales, minimum investment in advertising is in the six-figure range and for some markets, the entry level is seven figures – more than EDCO’s entire budget.

EDCO’s strategy, like those employed by many other organizations across the country and in other parts of the world, seeks to build on natural assets, existing strengths, and the “critical mass” that may



*from regional 2019-21 Strategic Plan

already exist within a community or region. Sometimes that critical mass represents itself as a particular skill base or a cluster of companies doing similar things that can feed off each other.

Capitalizing on Opportunities Outside of Industry Targets

This is not to say that EDCO does not help or pursue companies outside its top targets; many are agnostic to industry targeting because these companies are already here and operating. Particularly for recruitment and entrepreneurship, we must be responsive and opportunistic in meeting the needs of companies outside industry targets. Any quality employer with well-paying jobs is welcomed, without bias because of the sector in which they operate.

Success in Sisters

Sisters is successfully creating a more diverse economy with the relocation, expansion, retention, and development of traded sector companies representing the industries listed under Objective 1.1. There continue to be large capital investments in building construction and production equipment. With the continued support of a local EDCO program, Sisters is making an investment in a stronger and more resilient economic future.

APPENDIX C: HEADWINDS TO ECONOMIC DEVELOPMENT

COVID-19

Government measures to close businesses in a variety of sectors with the hope of limiting the spread of the novel coronavirus have had devastating impacts on international, national, state, regional and local economies. Virus fears have resulted in huge shifts in how commerce is conducted, education and general daily life. At the time of this draft, confirmed infections for the nation, state and our region are on the rise, so great uncertainty remains about future government action, consumer confidence/fear and the resulting economic impacts. While a number of scenarios exist for recovery,

Oregon Employment Loss by Recession

Percent Change from Pre-Recession Peak



Source: Oregon Employment Department, Oregon Office of Economic Analysis

there is little debate among economists that it will take years to return to pre-COVID employment and GDP levels.

This global shock is already impacting EDCO’s current pipeline of projects and promises to be a factor through the entire planning period. Some of the impacts to existing traded-sector employers has been positive as their products have seen a sharp increase in demand while others have had to pivot and attempt to recover from more than 50% revenue losses.

There are also the first signs of a national exodus of residents from larger metros, particularly those where there were concentrated COVID-19 outbreaks and sustained rioting. With many companies shifting to work-from-home operations more indefinitely, employees are taking this freedom to escape high cost, high hassle cities for smaller communities. Accelerated in-migration could benefit Sisters and the entire Central Oregon region, and thereby be a dampening effect for significant COVID-19 impacts. However, those new in-migrants will be competing with the employees of our existing businesses for a limited housing supply.

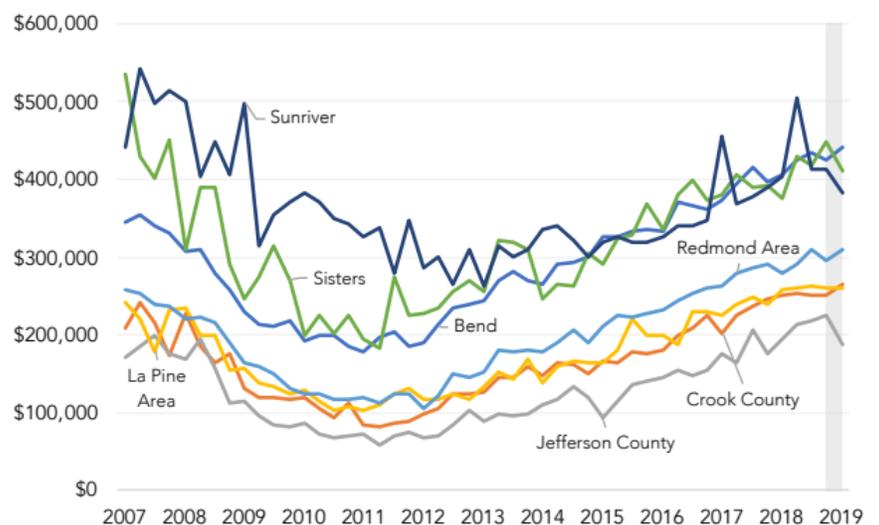
Housing

In-migration has long been an important component of Central Oregon’s economic expansion. It has also contributed to chronic underbuilding, particularly following the Great Recession even through solid recovery years. But many factors are at play, including Oregon’s unique land use system (higher lot prices), a shortage of skilled labor in the trades and general construction, availability of capital for residential construction, and increasing permit and impact fees.

While Sisters is consciously making progress on the housing supply front, home prices continue to outpace wage increases across nearly all sectors.

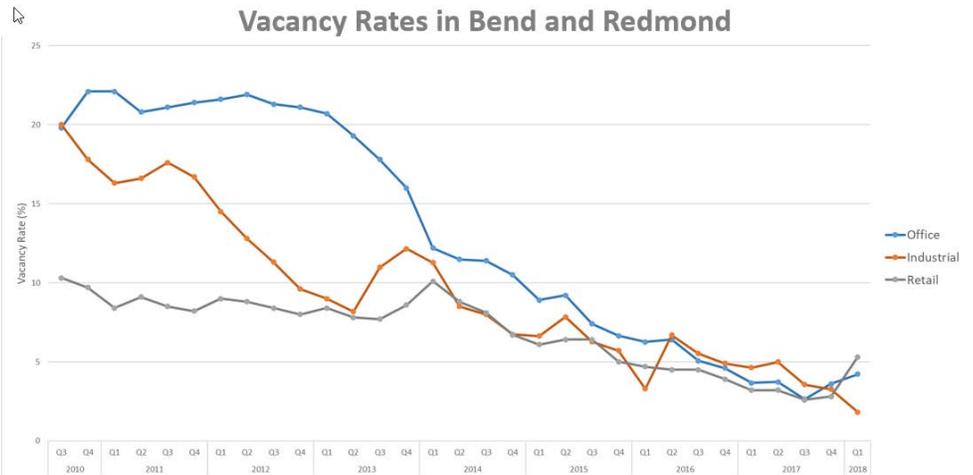
Today, with COVID-19 still having an outsized impact, housing development is still not keeping pace with demand. Time on market has fallen to record lows – homes, on average, are selling in just three weeks. For Sisters, the shortage of housing supply creates a stress on local employers across all industries because without options (at all levels), a higher percentage of their workforce must commute to work from other parts of the region. Consequently, employment housing has consistently been at the top of business owner’s concerns in Sisters. A leading factor in employee turnover is that they find employment opportunities closer to where they live.

SUBMARKET COMPARISON—MEDIAN HOME SOLD PRICES (QUARTERLY, 2007–2019)



Built Environment

Vacancy rates for industrial, commercial and office space are actively tracked in Bend and Redmond and have decreased from 20-25% to 1-3% in the past eight years. Between 2008 and 2016, virtually no new spec industrial or office space were constructed, so in the face of the same cost and labor challenges for residential builders,



new commercial build costs and the corresponding lease costs are coming as a shock to industrial and office users. The lack of inventory of built space is a serious impediment to economic development in that the vast majority of businesses prefer to occupy an existing building than go through the process (even with a developer of build-to-suit) of new construction. A well-known adage of economic development is that 85% of companies looking to move, start or grow are looking for existing space, yet 85% of communities are offering bare land. Today, that describes the Central Oregon region.

Some progress is being made in Bend and Redmond for new spec industrial and office space, but for nearly all other communities in the tri-county region there virtually no available buildings to locate new or growing companies. Experience tells us that these communities will struggle to grow traded-sector jobs more than their counterparts that have available space and that same reality applies to our region vis-à-vis other parts of the country.

Policy Making

Primarily a statewide issue, policy making in our Capitol has for the past 6-8 years been an increasing headwind for business attraction, retention, and growth of our existing companies. Added rules, regulations and costs resulting from new laws around a gross receipts tax (corporate activity tax), minimum wage increases (among the highest in the nation), mandatory sick leave, predictive scheduling, mandated pay equity, mandatory family leave, and other employment laws are a growing concern – both from a cost and compliance perspective - for private employers. For business owners who have relocated from California (often with EDCO’s help), many see these changes as a steady erosion of the business climate that caused them to move to Oregon. Some are looking for greener, more business-friendly pastures and others have already left or shifted growth to communities in other states.



In the wake of budget shortfalls due to the PERS unfunded liability (despite record tax revenue), state policy-makers are increasingly viewing the most effective economic development tools as liabilities to state funding rather than assets with the ability attract jobs and personal income, which currently comprises more than 86% of state general fund revenues. The powerful union lobby in western Oregon has also convinced lawmakers to impose “prevailing wage” clauses for both state and local incentives, meaning that if certain dollar levels are exceeded, private construction projects must pay Davis-Bacon wages typically only required of public entities. For example, excluding property tax exemption savings, projects in Oregon are limited to less than \$750,000 in total “incentives” to avoid triggering prevailing wages, the added cost of which usually exceeds the total value of the incentives. This includes even loans from Business Oregon, the state economic development department. Consequently, Oregon communities are funneled into competing for ever smaller job-creation projects while larger, game-changing deals go to communities in the South, Southeast and Midwest regions of the country.

Incentives

By standards in the western U.S., Oregon has a relatively robust number of effective economic development tools, mostly clustered around incentivizing job-creating capital investment. By national standards, Oregon’s incentives overall are very conservative and, in many cases, simply uncompetitive. This situation is unlikely to change in the foreseeable future and we should expect no new economic development tools on a statewide basis to be created in this current planning horizon.