

City of Phoenix
City Council Executive Session/Meeting
Public Works Office
1000 S. "B" Street
Monday, February 2, 2015

CALL TO ORDER

Mayor Jeff Bellah called the special meeting of the City Council to order on Monday, February 2, 2015 at 6:00 p.m. in the Public Works Office.

ROLL CALL

PRESENT: Bruce Sophie, Carolyn Bartell, Karen Jones, Terry Helfrich, Chris Luz, Stan Bartell, Jeff Bellah

Staff Present: Steve Dahl, City Manager
Ryan Kirchoff, City Attorney

Mayor Bellah convened into executive session at 6:01 p.m. under ORS 192.660 (2)(h), to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Discussion followed and no decisions were made. Mayor Bellah closed the executive session and convened into regular meeting at 6:30 p.m.

CALL TO ORDER

Mayor Jeff Bellah called the regular meeting of the City Council to order on Monday, February 2, 2015 at 6:30 p.m. in the Public Works Office.

ROLL CALL

PRESENT: Stan Bartell, Bruce Sophie, Karen Jones, Carolyn Bartell, Terry Helfrich, Chris Luz, Jeff Bellah

Staff Present: Steve Dahl, City Manager
Janette Boothe, City Recorder
Derek Bowker, Chief of Police
Steve Weber, Finance Director
Matt Brinkley, Planning Director
J. Ryan Kirchoff, City Attorney

PLEDGE OF ALLEGIANCE

UPDATES/REPORTS:

- 1) Phoenix Urban Renewal Agency. Mr. Dahl commented the agency has resolved the check signing issue. He further commented the agency will be paying \$14,500 for the assistance from Mr. Dahl and Mr. Weber. Additionally, he gave a brief update on the most recent meeting held. Mayor Bellah inquired about whether a decision has been made regarding adding a second story to the Community Center. Mr. Dahl replied that decision has not been formally made by the Board. Further decision followed.
- 2) Parks Commission. Councilor C. Bartell reminded everyone about the upcoming Easter Egg Hunt scheduled for April 4, 2015, tentatively to be held at the north field at Phoenix High School; however, there is interest from the Phoenix Elementary School to hold it there. She added that a final decision on where to hold the event has not yet been made. She briefly gave further updates, as Council discussed how nice the sign at Blue Heron Park looks. Mayor Bellah requested Councilor C. Bartell meet with Mr. Caldwell regarding the upcoming budget year to determine funds required for the upcoming events.

Mr. Dahl added the lights at Blue Heron Park have been finished. Further discussion followed regarding parks.

PRESENTATIONS:

- 1) Re-appointment of Carol Engle to the Budget Committee.
- 2) Re-appointment of Robert Mumby to the Budget Committee. Mayor Bellah requested both of the suggested re-appointments come forward and express their interest in continuing to serve on the Budget Committee. Immediately following their expressed interest, Mayor Bellah requested a motion to re-appoint the Budget Committee members. **MOVED BY HELFRICH, SECONDED BY SOPHIE, TO RE-APPOINT CAROL ENGLE AND ROBERT MUMBY TO A FOUR-YEAR TERM ON THE BUDGET COMMITTEE.** There was no further discussion.

ROLL CALL VOTE AS FOLLOWS:

Ayes: Sophie, C. Bartell, Jones, S. Bartell, Luz, and Helfrich

MOTION APPROVED WITH SIX AYES

- 3) Monthly Financial Report. Mr. Weber presented the December 2014 Financial Statements. He explained the figures presented in the schedule he produced for the agenda packet. As he went on, he explained the revenues in the General Fund are exceeding expectations for the year, and are significantly better in than this time last year and expenditures are meeting expectations. He further reviewed the General Fund, as he took questions from Council regarding specific figures presented. Councilor Luz suggested adding a new line item dedicated for setting aside funds for Police Department building improvements. Further discussion followed. Mr. Weber added he is comfortable with the General Fund's position at this time.

He further reviewed the Street and Water Funds and noted each fund is performing close to expectations and explained the reasons supporting the actual amounts versus budgeted amounts. Further discussion followed, as he took questions from Council. Mayor Bellah

recommended this item be presented on the agenda under the consent calendar, and prepare a formal report quarterly moving forward.

Councilor S. Bartell inquired about a month-to-month report for the year prior to discovering the valve was opened and the current year on the water that went through to Talent on the TAP waterline. Mr. Weber responded that staff could make this report available. Mayor Bellah expressed his disappointment for the lack of response from the City of Talent. Additional discussion followed, as Mr. Dahl assured Council that staff is attempting to get this resolved with Talent to bring a possible solution for Council to approve. He further added that he has suggested to the TAP representatives that from now on have Talent charge Ashland for the water between Talent and Ashland, and have Phoenix charge Talent for the water used by Talent. He added that it may alleviate a lot of issues moving forward.

CONSENT CALENDAR:

- 1) Approval of the Minutes of the January 16, 2015 City Council Workshop.
- 2) Approval of the Minutes of the January 17, 2015 City Council Workshop.
- 3) Approval of the Minutes of the January 20, 2015 City Council Meeting. Councilor C. Bartell commented that there was a name change to Phoenix Elementary, instead of Phoenix High to the January 20, 2015 minutes. **MOVED BY JONES, SECONDED BY SOPHIE, TO APPROVE THE CONSENT CALENDAR AS CORRECTED.** There was no further discussion.

ROLL CALL VOTE AS FOLLOWS:

Ayes: Sophie, C. Bartell, Jones, S. Bartell, Luz, and Helfrich
MOTION APPROVED WITH SIX AYES

STAFF REPORTS:

- 1) City Attorney's Report:
 - a) Attorney Kirchoff had nothing to report outside of Executive Session.
- 2) City Manager's Report:
 - a) Mr. Dahl inquired about Council's consensus for \$3,500 for garbage bins for the Clean-up Day. Additional discussion followed, as Councilor Helfrich inquired about insurance. Mr. Dahl assured Council he has explored this avenue and it has been covered.
 - b) Mr. Dahl announced he received the most recent agreement regarding the couplet from ODOT.
 - c) He announced he prepared a small contract with an individual to assist with the City's website.

Councilor C. Bartell inquired about reviewing all City contracts. She further inquired about the current increase in the RH2 rates and whether it coincides with the contract. Mr. Dahl responded he is researching the issue. Attorney Kirchoff added that he would assist. Additional discussion followed, as Mr. Dahl announced the City is planning to go out for a request for proposal for a City Engineer contract.

Mayor Bellah recessed the meeting for a ten minute break at 7:33 p.m.

NEW BUSINESS:

- 1) Update on City Goals. Mayor Bellah requested Mr. Dahl present an update regarding the goals mentioned at the January 17, 2015 City Council Workshop. Mr. Dahl expressed he has developed four categories identified by the Council for the City's Goals. He further presented an example of how the goals will be outlined further. Councilor C. Bartell inquired about holding the workshop that was previously planned. Mr. Dahl responded he would like to identify the overall goals and an outline, so that when it comes time for the workshop, Council can assist in further detail and outlining a timeline. Mayor Bellah further clarified the objective for upcoming workshop. Councilor Sophie suggested Mr. Dahl send out each category via email as completed, to allow more time for review by the Council. Additional discussion followed. Councilor Luz expressed he anticipated spending a couple of hours on reviewing the goals before the goals are outlined in a table. Further discussion followed.

- 2) Volunteer Recognition. Mayor Bellah expressed his recognition for all volunteers, as well as an award for the volunteer of the year. Councilor Jones recommended the City recognize the different groups and the individual groups identify a new volunteer annually allowing the groups to recognize a volunteer from each group. Councilor C. Bartell commented she was partial to Councilor Jones' idea, as it would allow each group the opportunity to get up in front of everyone and express what their group does and invite people to join. Additional discussion followed, as Council discussed involving all groups within the community, as well as individual members who are volunteering who are not involved with a specific group. Further discussion followed, as Mr. Dahl summarized the plan for the recognition process and expressed Council's desire to hold the event in conjunction with the annual community kitchen barbeque held at Blue Heron Park.

- 3) Appointment of Budget Officer. Mayor Bellah noted he researched other cities and found some cities have the City Manager as the Budget Officer and some have the Finance Director; however, ultimately, the budget is the City Manager's responsibility. A brief discussion followed. **MOVED BY SOPHIE, SECONDED BY JONES, TO APPOINT STEVE DAHL, CITY MANAGER, AS THE CITY OF PHOENIX BUDGET OFFICER FOR FY 2015-2016.** There was no further discussion.

ROLL CALL VOTE AS FOLLOWS:

Ayes: Sophie, C. Bartell, Jones, S. Bartell, Luz, and Helfrich
MOTION APPROVED WITH SIX AYES

UNFINISHED BUSINESS:

- 1) Creating Charter Committee. Mayor Bellah suggested himself and Councilors Sophie and S. Bartell for the three Council positions and three citizens who are heavily involved in the City. He added he requested Ike Eisenhower to be a part of the committee and he accepted. He further added he had not approached anyone else, as he wanted to hear what the Council felt regarding his recommendation. Mayor Bellah further clarified his reasons for identifying the three members from Council. Council's consensus was to follow Mayor Bellah's recommendations and find two more volunteers for the open positions.

- 2) Council Appointments to Committees. Mayor Bellah announced there are two vacancies for Council appointments on the PHURA board, and suggested Council make two nominations and shorten the term from four to two years. He further clarified he would like all Council members to have the opportunity to be involved with different committees. Mayor Bellah requested each Councilor's thoughts on his suggestions.

Councilor Jones commented she has been on PHURA board for four years, and the other members have changed, and she feels she is the only continuity on PHURA and that it is a necessity for the board to have someone who has been involved with the committee for an extended period of time. Additionally, she pointed out she feels it is important to elect Council members who can offer interest, skills and background towards the committee they are involved with. She further clarified the significance of having each member involved with committees they can provide assistance in.

Councilor Luz expressed his agreement with Councilor Jones' viewpoint regarding continuity, as it is very valuable to each committee.

Councilor C. Bartell disagreed with the idea that Council should not have the opportunity to review each of the positions every two years, and if everyone agrees about the time to remain with the current positions at that time that would be fine. Additionally, she expressed that everyone brings something different to the table and no specific skill set or background should over rule another.

Councilor S. Bartell disagreed with much of what was commented regarding PHURA members and added that other members should be allowed to serve on the committees.

Mayor Bellah further expressed his feelings regarding diversity on each of the committees.

Councilor Helfrich explained there is a lot to being on the PHURA board and gaining an understanding of the operating processes, and he feels continuity is important. He further commented he would be disappointed if the term was shortened to two years, as the PHURA process is long. Further discussion followed, as Councilor Jones excused herself from the meeting at 8:43 p.m. Councilor Helfrich further expressed his support for a four-year term. Further debate followed.

Councilor Sophie suggested the PHURA Executive Director would be a good choice for recommendations for appointments to the Board. He inquired about Mr. Dahl's thoughts on the subject. Mr. Dahl replied he supports continuity, as it helps to have history with the Board. Additional discussion followed.

As discussion progressed, Councilor Sophie inquired about an Executive Session held at PHURA and whether the Council liaisons are able to report any of this information to the Council. Attorney Kirchoff replied he would research this and report back to Council, as he is unsure of how PHURA was originally incepted. Mr. Dahl further clarified Councilor Sophie's question. Attorney Kirchoff responded he would research this matter as well.

EXTENSION OF MEETING:

MOVED BY SOPHIE, SECONDED BY LUZ, TO EXTEND THE MEETING UNTIL 9:30 P.M. There was no further discussion.

ROLL CALL VOTE AS FOLLOWS:

Ayes: Sophie, Luz, Helfrich, C. Bartell and S. Bartell

MOTION APPROVED WITH FIVE AYES

Mayor Bellah requested a motion, as he is not comfortable nominating anyone at this point. Further debate followed. **MOVED BY SOPHIE, SECONDED BY HELFRICH, TO APPOINT KAREN JONES AND CHRIS LUZ TO A FOUR-YEAR TERM.** Councilor C. Bartell suggested continuing this motion until the following meeting to have a unanimous vote. Upon further discussion, Mayor Bellah continued this discussion until the following meeting.

COUNCIL ITEMS, COMMENTS/REPORTS:

- 1) Councilor S. Bartell commented it was very disrespectful to the Council to leave the meeting. Additional discussion followed.
- 2) Councilor C. Bartell commented PHURA spent over \$185,000 on a report that after a year and a half, the architect it was presented to commented the study would need to be started over again. She added that this is an example of Council not receiving information about what was happening because the liaisons may have been worried the information would not be received well. She further added that each member should be respectful of others and share all of the information discovered at the committee, not just some of the information.
- 3) Councilor Sophie commented RVCOG has added a library representative.
- 4) Councilor Sophie commented the Oregon Liquor Commission is meeting on February 18, 2015 to devise the rules and regulations will be at the State level.
- 5) Councilor Luz commented the meeting held on February 18, 2015 will involve marijuana issues as well, and he plans to attend. Additional discussion followed.
- 6) Mayor Bellah commented if the City is interested in a gas tax, they need to move forward. He requested this topic as a discussion item on the next agenda.
- 7) Mayor Bellah inquired about PHURA's involvement in designing "Welcome to Phoenix" signs for the City.

The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Janette Boothe
City Recorder/Assistant Finance Director