

**City of Phoenix**  
**City Council Meeting/Executive Session**  
**Public Works Office**  
**1000 S. "B" Street**  
**Monday, August 1, 2016**

**CALL TO ORDER**

Mayor Jeff Bellah called the regular meeting of the City Council to order on Monday, August 1, 2016 at 6:30 p.m. in the Public Works Office.

**ROLL CALL**

**PRESENT:** Stan Bartell, Bruce Sophie, Carolyn Bartell, Terry Helfrich, Chris Luz, Jim Snyder, Jeff Bellah

**Staff Present:** Janette Boothe, Interim Finance Director/City Recorder  
Derek Bowker, Chief of Police  
J. Ryan Kirchoff, City Attorney

**PLEDGE OF ALLEGIANCE**

**UPDATES/REPORTS:**

1) PHURA

Councilor Luz discussed the meeting at which the committee selected Kistler, Small, and White to be the architect and builder. Mr. Brinkley is going to notify the architect of their selection.

2) Parks and Greenway Commission

Councilor C. Bartell stated the Dog days of Summer event was successful. There were between 90 and 100 people, over 60 dogs, 12 vendors, and overall the size of the event was roughly double that of last year's. Additionally, there will be a meeting in the week of August 20 for discussing updates to the Parks Master Plan.

Councilor Snyder went to the car show. He noted there were mostly VW cars, one food vendor, and a variety of other vendors at the event.

Mayor Bellah made note of the memorial service that took place at Blue Heron park and the parking situation. He suggested contacting the nearby RV park and arranging a parking situation if there is another large event taking place there. Further discussion followed.

3) Appointment of Sandra Wine and Laurie Jendre to Parks Commission

The Mayor recommends the appointment of Sandra and Laurie to the Parks Commission. Councilor C. Bartell noted both Sandy and Laurie helped with the Dog Days of Summer event. Sandra Wine has been working in the Brookside Apartment community garden.

**MOVED BY LUZ, SECONDED BY SOPHIE, TO APPOINT LAURIE JENDRE AND SANDRA WINE TO THE PARKS AND GREENWAY COMMISSION.**

**ROLL CALL VOTE AS FOLLOWS:**

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

Citizen Comments

- 1) Kenneth Chard gave a background of his history and talked about how he just moved to Phoenix.

**ORDINANCES:**

- 1) First Reading by Title Only of an Ordinance Amending Chapter 5.18 of the Phoenix Municipal Code Pertaining to the Regulations of the Time, Place, and Manner of Commercial Cannabis Facilities, Second Reading and Public Hearing Scheduled for August 15, 2016

Council had concerns about ensuring that no other businesses in the areas will be bothered by commercial cannabis facilities staying open later. The change in the ordinance would extend the hours of operation for commercial cannabis facilities from 8:00 AM to 10:00 PM, instead of a mandatory closing time of 8:00 PM. The Mayor clarified that the request to amend the ordinance came from a local dispensary who has a lot of potential business when they close at 8:00 and would like to be open later to serve more customers.

**MOVED BY SOPHIE, SECONDED BY LUZ, TO READ BY TITLE ONLY THE ORDINANCE AMENDING CHAPTER 5.18 OF THE PHOENIX MUNICIPAL CODE AND SCHEDULE A SECOND READING AND PUBLIC HEARING FOR AUGUST 15, 2016.**

**ROLL CALL VOTE AS FOLLOWS:**

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

- 2) Second Reading and Public Hearing for an Ordinance Approving the Annexation of Land Within the Urban Growth Boundary Into the City  
The Mayor opened the public hearing at 6:45 PM.

**THOSE IN FAVOR OF THE ANNEXATION:**

Randall and Vicki Williams discussed their plans for a small subdivision of four homes on four minor land partitions of land to be annexed. They have been involved in the Hilsinger Road area for the last 25 years. Further discussion followed regarding traffic patterns in the area.

The Mayor requested Steffen Roennfeldt clarify the property relation to LIDs in the property sale contracts. The Planning Commission has received two more letters in favor of the annexation and recommends Council approve the annexation.

**THOSE IN OPPOSITION OF THE ANNEXATION:**

No one spoke in opposition of the annexation.  
Mayor Bellah closed the public hearing at 6:58 PM.

**COUNCIL DELIBERATION:**

**MOVED BY SOPHIE, SECONDED BY C. BARTELL, TO APPROVE ORDINANCE NO. 974 APPROVING THE ANNEXATION OF LAND WITHIN THE URBAN GROWTH BOUNDARY INTO THE CITY.**

**ROLL CALL VOTE AS FOLLOWS:**

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

The ordinance will go into effect in 30 days.

**CONSENT CALENDAR:**

- 1) Minutes from July 13, 2016 Special City Council Meeting
- 2) Minutes from July 18, 2016 Regular City Council Meeting

The Mayor requested Council approve these two topics prior to the liquor license. No changes were made.

**MOVED BY SOPHIE, SECONDED BY LUZ, TO APPROVE THE CONSENT CALENDAR.**

**ROLL CALL VOTE AS FOLLOWS:**

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

- 3) Liquor License Application for Pizzatori LLC

Council wanted to clarify what the business meant by applying for “off-premise” sales. Councilor Sophie expressed concern about open containers of alcohol. Mr. Roennfeldt said he thought the off premise sales would apply to customers purchasing alcohol to consume at home. The business wanted to get all their administrative paperwork done prior to applying for a business license. The Mayor suggested Council table the item for the next meeting if they wanted more information.

**UNFINISHED BUSINESS:**

- 1) City Manager Recruitment Update

The Mayor clarified with Mrs. Boothe as to where the job has been posted. The six questions will be posted on the City website. The application period will close on August 26, 2016.

**NEW BUSINESS:**

- 1) A Resolution Allowing a Budget Increase Pursuant to ORS 294.471(1)(a) Providing for the Receipt and Expenditure of Unexpected Monies for FY 2016-2017

The Mayor moved this item up for discussion. The City received a payment from Talent of \$40,000 regarding the water loss. This resolution allows the City to incorporate that figure into its budget for FY 2016/2017. **MOVED BY LUZ, SECONDED BY SOPHIE, TO APPROVE RESOLUTION NO. 972, ALLOWING A BUDGET INCREASE PURSUANT TO ORS 294.471(1)(a) PROVIDING FOR THE RECEIPT AND EXPENDITURE OF UNEXPECTED MONIES FOR FY 2016-2017.**

**ROLL CALL VOTE AS FOLLOWS:**

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

**MOTION APPROVED WITH SIX AYES**

2) Approval of Finance Director Job Description and Discussion of Finance Director Recruitment

The Mayor said Council can approve or wait on approving the Finance Director job description. Ultimately, it is the City Manager's responsibility to open the job or not, but since the City is in a unique position Council is weighing in on the position. Council read the letter from Mr. Brinkley recommending Mrs. Boothe for Finance Director/City Recorder. The Mayor would like to have different versions of the job description based on the actual job being done by the person in the role of Finance Director. Councilor Sophie said it would be nice to see a resume as part of the process. Councilor C. Bartell asked if the job title of Finance Director/City Recorder would be applicable and noted that Mrs. Boothe is one of the senior staff longest members in the City's administrative section. Councilor S. Bartell noted he would like to see an application since the position is part of public information. Mayor Bellah would like to see analysis and positive redirection of City funds as part of the description as well. Further discussion followed. No decisions were made. Mayor Bellah suggested placing this item on the next agenda with a couple job descriptions as examples for creating a new job description for the position.

**STAFF REPORTS:**

1) City Attorney's Report:

a) Attorney Kirchoff explained how the Oregon legislature worked with one of the counties in regards to marijuana growth and use. Farm activities were not allowed on rural residential land. Recreational marijuana was described as farm use, where medical was not. The issue was where to allow the growing, selling, and production of marijuana based on local laws.

2) City Manager's Report:

a) Review of Sarah Westover's Application for the Citizens Advisory Committee  
This is a review of the application for the CAC which was approved at the previous City Council meeting on July 18, 2016.

3) Proposal of Temporary Reorganization of Police Department

Chief Bowker described the situation within the Police Department relating to the School Resource Officer (SRO) contract. Officer Patchett would like to retire and be hired on part time (1039 hours/year) as the SRO without PERS benefits. Further discussion followed. Council's consensus was to authorize the negotiated contract with Officer Patchett.

The Mayor closed the regular meeting at 8:00 PM and convened into executive session.

**EXECUTIVE SESSION:**

Called under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Discussion followed and no decisions were made.

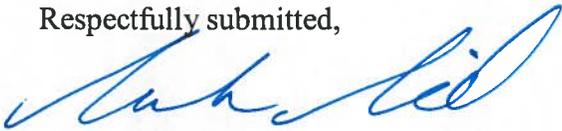
Executive Session closed at 8:40 p.m.

**RECONVENE INTO OPEN SESSION:**

Council requested staff prepare a proposal based on discussed labor negotiation scenarios. They would like the first meeting for negotiations with the Union scheduled for the end of August or early September.

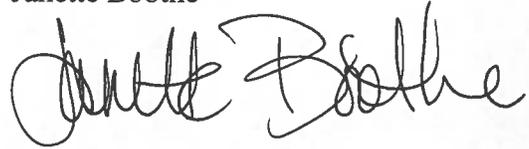
The meeting adjourned at 8:45 PM

Respectfully submitted,



Sarah Lind  
Executive Assistant

Janette Boothe



Interim Finance Director