

**City of Phoenix  
City Council Meeting  
Public Works Office  
1000 S. "B" Street  
Monday, April 18, 2016**

**CALL TO ORDER**

Mayor Jeff Bellah called the regular meeting of the City Council to order on Monday, April 18, 2016 at 6:30 p.m. in the Public Works Office.

**ROLL CALL**

**PRESENT:** Stan Bartell, Bruce Sophie, 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**

**CITIZEN COMMENTS:**

- 1) Tony Chavez, Phoenix, came forward to request the speed bumps on Church Street be put back in place and submitted a petition, signed by the neighborhood residents to request Council's consideration.
- 2) Mike Foster, Phoenix, mentioned it would have been better if the issue regarding speeding on Church Street was addressed, rather than simply removing the speed bumps. Further discussion followed. Additionally, he noted it was nice to see what he witnessed regarding an Officer handing out helmets to kids.

**PRESENTATIONS:**

- 1) RVCOG Annual Review, Presented by Mike Cavallaro. Mr. Cavallaro gave a detailed review of RVCOG's annual update, adding emphasis to any new statistics during the year.
- 2) Risk Management Presentation Part 2 by Ryan Kirchoff(*Brief note below, during Attorney comments*).

### UPDATES/REPORTS:

- 1) PHURA: Plaza Building Update. Al Muelhoefer presented the update and began with expressing his appreciation for allowing Mr. Brinkley to assist as much as he has. He gave a brief update on the plaza, noting there are backhoe tests and drill head borings that are scheduled currently. Additionally, he gave an update on PHURA properties, noting the home power building is undergoing a lot of adjustments to prepare the building for sale. He further noted the format of the budget will be determined at the next PHURA board meeting.
- 2) Parks and Greenway Commission. Councilor C. Bartell noted a meeting was held the previous Thursday, adding they addressed Easter Egg Hunt statistics and are looking at the possibility of holding the event at the high school, as there were double the amount in attendance compared to the previous year. Additionally, she gave a brief update on the City's affiliation with Bee City and noted the upcoming celebration in June. She added the Commission is working on a Bee City Charter. She further noted the Commission discussed proposing a request to the Budget Committee for an additional \$1,000 for the upcoming fiscal year.
- 3) City Council Issue Tracking Log. Mayor Bellah noted the City has received one application for the vacant City Council position and a review of the application and interview of the applicant will take place at the following meeting. Continued discussion followed; however, no further updates to the log were noted.

### CONSENT CALENDAR:

Approval of Minutes from April 4, 2016. **MOVED BY SOPHIE, SECONDED BY C. BARTELL, TO APPROVE THE CONSENT CALENDAR.** There was no further discussion.

#### **ROLL CALL VOTE AS FOLLOWS:**

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

### UNFINISHED BUSINESS:

- 1) Monthly Financial Report. Mr. Weber reviewed the General fund, noting the City will need to use some of the contingency set aside for the comprehensive plan update; however, there will be approximately \$100,000 carryover. He took questions from Council regarding the general fund, then reviewed the Street fund. He noted the Street fund is healthy. Mayor Bellah inquired whether moving amounts around with the amount outstanding with ODOT has affected the budget numbers. Mr. Weber noted it skews the budget appearance in the revenue collection; however, the bigger thing is reviewing the interchange funding agreement in relation to IDCs that the City is responsible for. As he reviewed the Water fund, he noted this fund is trending healthy as well. Continued discussion followed.
- 2) Review of City Attorney's Contract. Mayor Bellah noted this item is up for review on an annual basis. Council commended him on his service. **MOVED BY SOPHIE, SECONDED BY LUZ, TO RENEW THE CITY ATTORNEY'S CONTRACT FOR ANOTHER CALENDAR YEAR.** There was no further discussion.

**ROLL CALL VOTE AS FOLLOWS:**

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

- 3) Contract for Backflow Testing. Mayor Bellah noted this item was discussed at the previous meeting. Mayor Bellah noted a couple changes to the attached contract. Attorney Kirchoff agreed to revise the contract accordingly. **MOVED BY SOPHIE, SECONDED BY LUZ, TO APPROVE RESOLUTION NO. 958, AUTHORIZING THE CITY MANAGER TO SIGN THE BACKFLOW TESTING CONTRACT AS CORRECTED.** There was no further discussion.

**ROLL CALL VOTE AS FOLLOWS:**

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

Mayor Bellah recessed the meeting for a short break at 8:05 p.m.

**NEW BUSINESS:**

- 1) Approval of Bid for Church Street Storm Water Project. Mayor Bellah briefly reviewed the bids received for the project. Mr. Dahl noted this item will not affect the current budget, as it is not scheduled to begin until the next fiscal year. **MOVED BY SOPHIE, SECONDED BY C. BARTELL, TO AWARD THE BID FOR THE CHURCH ST STORM DRAIN PROJECT IN THE AMOUNT OF \$35,998 AND HAVE THE CITY MANAGER SIGN THE CONTRACT.** There was no further discussion.

**ROLL CALL VOTE AS FOLLOWS:**

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

- 2) Discussion of Bridge Medallions. Mr. Dahl noted Council has plenty of time to request research on a different design if needed. Continued discussion followed, as Council's consensus was to move forward with the top two designs displayed on the agenda packet attachment and to direct staff to draft a cost analysis for the proposed designs.
- 3) Memorandum of Understanding with PHURA: Staff Time. Mayor Bellah noted rather than waiting for five years or selling property, Council would prefer to ensure staff is keeping track of their hours allotted towards PHURA and review, assess and address balances owed to the City at least annually.
- 4) Fire District 5 Lease Agreements. Mr. Dahl explained this item is for information purposes only to assist in facilitating a later discussion regarding whether to sell the property to Fire District 5.

- 5) Main Street Landscaping Plan. Mr. Brinkley presented a PowerPoint slide show, with several pictures depicting the type of foliage proposed for the landscaping along Main Street. He noted that several of the trees outlined in the proposal change colors with the seasons. Council inquired whether the upkeep will be the City's responsibility, Mr. Brinkley confirmed that this would be a City responsibility ; however, demand on staff time will be minimal.
- 6) Housing Needs Assessment( moved to following agenda).

**STAFF REPORTS:**

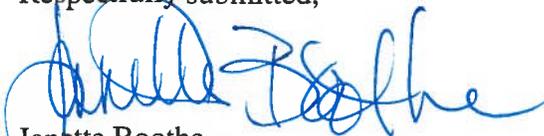
- 1) City Attorney's Report:
  - a) Attorney Kirchoff noted the tip of the day regarding risk management is to know the difference between archiving and access to public records. Continued discussion followed, regarding what types of notetaking fall under the category of public records.
- 2) City Manager's Report:
  - a) Mr. Dahl reminded everyone of the upcoming joint meeting and Council Workshop, scheduled for April 25th and 27th respectively. He noted he would send out an electronic copy of the personnel manual the following day and provide a hard copy in the agenda packet scheduled to be printed for disbursement on Wednesday.

**COUNCIL ITEMS, COMMENTS/REPORTS:**

- 1) Councilor Sophie noted RVTB is really pushing for the funding that would affect many cities in the Rogue Valley.
- 2) Councilor C. Bartell commented the page numbers listed on the agenda are very helpful.
- 3) Mayor Bellah expressed his concern for the speeding complaints the City has received. Councilor C. Bartell suggested placing a permanent smaller speed bump. Continued discussion followed as Council debated whether to place traffic calming in any other areas in Phoenix.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,



Janette Boothe  
Assistant Finance Director/City Recorder