

**City of Phoenix
City Council Meeting
Public Works Office
1000 S. "B" Street
Tuesday, July 5, 2016**

CALL TO ORDER

Mayor Jeff Bellah called the regular meeting of the City Council to order on Tuesday, July 5, 2016 at 6:00 p.m. in the Public Works Office.

ROLL CALL

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

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

Mayor Bellah convened into executive session at 6:01 p.m. under ORS 192.660 (2)(h), for the purpose of conducting deliberations 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 Tuesday, July 5, 2016 at 6:30 p.m. in the Public Works Office.

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS:

Mayor Bellah gave a brief overview of the executive session topic.

CITY COUNCIL POSITION INTERVIEWS:

Three people applied for the vacant City Council position. The position will run through December 31, 2018. Applicants received questions from current council members prior to the meeting. Council members had the opportunity to ask follow up questions at the in person interview.

1) Nancy Flowers

Mrs. Flowers stated she is seeking a local volunteer opportunity to help improve her community. She has lived in Phoenix for four years and currently resides in Bear Lake Mobile Home Park.

2) James Snyder

Mr. Snyder has lived in Phoenix for four and a half years. He discussed his experience on the homeowner's association, military, small business, and project management.

3) Jason Couch

Mr. Couch and his wife live in a historic house which they are restoring. He has lived locally all his life and stated he feels he can communicate well with people. He has served in the military as well.

Mayor Bellah called for a vote. Councilors voted for both a first and second choice. Mr. Snyder was voted first choice by all five current councilors. **MOVED BY SOPHIE, SECONDED BY C. BARTELL, TO ELECT JAMES SNYDER TO FILL THE VACANT CITY COUNCIL POSITION THROUGH DECEMBER 31, 2018.**

ROLL CALL VOTE AS FOLLOWS:

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

MOTION APPROVED WITH FIVE AYES

Mayor Bellah encouraged the other applicants to run in the November 2016 election.

Janette Boothe swore in Mr. Snyder to the City Council with the Oath of Office.

UPDATES/REPORTS:

1) PHURA

Mr. Brinkley left some items for later on the agenda that relate to PHURA. He mentioned the results of the request for qualifications that ended on Friday, July 1, 2016. Six qualifications were received from architectural to construction management firms.

2) Parks and Greenway Commission

Councilor C. Bartell discussed the fliers going out for Dog Days of Summer as well as the parks meeting on July 6, 2016. The Parks Master Plan had a meeting last week and will have a booth at the Dog Days event.

3) Fire Department

Fire Chief Darin Welburn said there were five fires during the holiday. Individuals took action on four of the five fires. In terms of the fire district the call volume is up a bit. An arsonist has been caught in Talent. In Phoenix, things have been pretty quiet. Mayor Bellah asked if there were any areas of particular concern for fire danger. Chief Welburn replied that the hillside homes are a concern because of the limited access. In addition, due to the railroads running through town there needs to be more cleanup. The dead oak trees on Houston Road are a potential area of concern as well. Bear Creek Greenway can have issues with fires from transient activity. Chief Welburn also said there will be three board positions opening in March of 2017 and they would take office in July of next year.

CONSENT CALENDAR:

1) Approval of Minutes from June 20, 2016 Regular City Council Meeting

MOVED BY SOPHIE, SECONDED BY LUZ, 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 AND ONE ABSENTION

UNFINISHED BUSINESS:

1) Archangel Gabriel Church's Event Request

Mr. Brinkley suggested developing a policy to differentiate when City Council will grant the exception for alcohol at an event on city property. The municipal ordinance prohibits consumption of alcohol in city parks with exceptions provided by council. The City's concern would be liability in the case of over consumption of alcohol or consumption of alcohol by minors at such an event. The presence of an OLCC licensed distributor can help to prevent such instances from happening. At this point, if Council made some requirements for this particular event, it would be a step towards developing a policy for future events. Mayor Bellah agreed that he would like some requirements and restrictions in place and personally would not be inclined to approve the request on such short notice without those. Chief Bowker did not think there would be an issue. **MOVED BY LUZ, SECONDED BY SOPHIE, TO APPROVE ARCHANGEL GABRIEL CHURCH'S EVENT REQUESTING PERMISSION TO HAVE ALCOHOL AT THEIR ANNUAL PATRONAL FEAST AT BLUE HERON PARK WITH THE FOLLOWING TWO CAVEATS: THEY HAVE AN OLCC APPROVED SERVER AND A TWO MILLION DOLLAR INSURANCE POLICY.**

ROLL CALL VOTE AS FOLLOWS:

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

Abstaining: Snyder

MOTION APPROVED WITH FIVE AYES AND ONE ABSTENTION

NEW BUSINESS:

1) Approve Loan to Phoenix Urban Renewal

PHURA is requesting a loan of \$150,000 for operating costs for the next four to five months. \$57,000 would be a debt payment due July 27, 2016. Mayor Bellah would like the loan set up for full repayment by December 1, 2016. Mr. Brinkley pointed out that once PHURA sells property it will be in a much better financial situation and easily be able to repay the loan. Attorney Kirchoff said the loan contract would be sufficient. Further discussion followed. **MOVED BY S. BARTELL, SECONDED BY SOPHIE, TO ADOPT RESOLUTION NO. 970, AUTHORIZING THE INTERIM CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT TO LOAN THE PHOENIX URBAN RENEWAL AGENCY FUNDS FOR SHORT TERM OPERATING EXPENSES UP TO \$150,000.** Further discussion followed.

ROLL CALL VOTE AS FOLLOWS:

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

Abstaining: Snyder

MOTION APPROVED WITH FIVE AYES AND ONE ABSTENTION

2) Approve City Manager Job Description

Mayor Bellah revised the job description and asked if Council would approve it prior to giving staff directions for starting recruitment. Discussion followed. **MOVED BY SOPHIE, SECONDED BY LUZ, TO APPROVE THE CITY MANAGER JOB DESCRIPTION.**

ROLL CALL VOTE AS FOLLOWS:

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

Abstaining: Snyder

MOTION APPROVED WITH FIVE AYES AND ONE ABSTENTION

MOVED BY SOPHIE, SECONDED BY C. BARTELL, TO APPROVE STAFF ACTION FOR STARTING RECRUITMENT FOR THE POSITION OF CITY MANAGER.

ROLL CALL VOTE AS FOLLOWS:

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

Abstaining: Snyder

MOTION APPROVED WITH FIVE AYES AND ONE ABSTENTION

3) Approve Sale of Property Owned by Phoenix Urban Renewal Agency

The PHURA board considered two different proposals for the sale of property. They selected an offer from Dollar General for the sale of one of their properties. The offer is for \$350,000, \$25,000 of which has to be paid in commission to the buyer's broker. The net purchase would be for \$325,000. PHURA purchased the property for \$284,000, giving a profit of \$41,000. This allows for the back of the property to be split and developed separately. PHURA can require features to be added to the Dollar General structure to make the building useable if business occupancy changes. The property may end up having both a commercial and residential component to it. Councilor S. Bartell inquired about the close date for the sale. Mr. Brinkley replied the close date would be in 60 days. PHURA is asking for Council approval to sell the property to Dollar General.

MOVED BY SOPHIE, SECONDED BY LUZ, TO APPROVE THE SALE OF PROPERTY OWNED BY THE PHOENIX URBAN RENEWAL AGENCY.

ROLL CALL VOTE AS FOLLOWS:

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

Abstaining: Snyder

MOTION APPROVED WITH FIVE AYES AND ONE ABSTENTION

4) Request to Waive or Reduce Banner Installation Fees for Phoenix Car Show

Mayor Bellah stated the costs for installing and removing the banners tend to be about \$500. On July 30, 2016, Tony Chavez is hosting a car show in Blue Heron Park. Councilor Sophie clarified that the funding for banner installation would come from the tourist funds. Mr.

Brinkley acknowledged concerns about how to choose which events to support by waiving banner fees. Further discussion followed. **MOVED BY SOPHIE, SECONDED BY C. BARTELL, TO APPROVE THE REQUEST TO WAIVE OR REDUCE BANNER INSTALLATION FEES AND AUTHORIZE THE USE OF TOURIST USAGE FUNDS TO PAY FOR THE COST OF BANNER INSTALLATION FOR THE PHOENIX CAR SHOW.**

ROLL CALL VOTE AS FOLLOWS:

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

STAFF REPORTS:

1) City Attorney's Report:

a) Attorney Kirchoff
Nothing to report.

2) City Manager's Report:

a) Mr. Binkley announced
Mrs. Boothe requested Janie La Pierre receive a step increase of 5%. Her bilingual abilities aid in her roles as water clerk and court clerk. The second item is concerning staff asking for direction from Council for labor negotiations. Mayor Bellah suggested a special council meeting take place on Wednesday, July 13, 2016 at 6:30 P.M. As for public works, interviews for utility workers will take place next Wednesday. Mr. Brinkley has received several applications for the public works superintendent. The mayor suggested a council member be present at the interviews. Councilor Sophie volunteered.

3) Chief of Police

Chief Derek Bowker reported that the police department is currently going through the process of hiring two new police officers.

COUNCIL ITEMS, COMMENTS/REPORTS:

- 1) Councilor Snyder expressed his thanks for being elected to the Phoenix City Council.
- 2) Mayor Bellah requested Councilor Snyder receive a City Council Orientation Handbook.
- 3) Councilor Luz talked about an event with the homeowners association using a space at Colver Park.

The second executive session has been rescheduled for the next special meeting to be held on July 13, 2016.

The meeting adjourned at 8:45 P.M.

Respectfully submitted,



Sarah Lind
Executive Assistant

Attest:



Janette Boothe
Assistant Finance Director/City Recorder