

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

CALL TO ORDER

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

ROLL CALL

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

ABSENT: Stan Bartell

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

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS:

The Mayor, taking recent events into consideration, wanted to show recognition and have a moment of silence for police officers and their families. He emphasized the positive role of police officers in the community and the difficulty of their jobs. The City of Phoenix, as a community, is not anti-police and the Mayor and Council expressed their support to the Phoenix Police.

UPDATES/REPORTS:

- 1) PHURA Al Muelhoefer discussed the plaza building plans. PHURA has come up with a short list of potential contractors for the project: Adroit Construction, Architectural Design Works, and Kistler, Small and White. These are the three finalists who were reviewed by the committee and a final decision will be made by July 27, 2016. All said construction would start between 6 and 7 months after selection, which is right along the timeline of the project. The Home Power building is fully leased with a coffee roaster, solar power company, and aromatherapy business. When PHURA looks to sell the building it will be easier since it is fully leased. The negotiations with Dollar General are continuing. John Rogers of John L. Scott Real Estate has been selected to be the broker. Councilor C. Bartell asked if the PHURA board will choose the architect. Mr. Muelhoefer clarified that the committee would make a suggestion and the PHURA board would make the selection. Councilor Snyder thanked Mr. Muelhoefer for spending time updating him on the topics.
- 2) PHURA Invoices

Mayor Bellah moved this topic up from the end of the agenda. The Mayor wanted to clarify the use of staff time on the May and June invoices in regards to when payment is due to the City based on the MOU, in particular what can be paid now and what is deferred. Mr. Brinkley responded that PHURA is in a position to pay those bills and the MOU or IGA can be referred to for further clarification. Councilor C. Bartell inquired about itemizing hours for staff. Mr. Brinkley noted he would get that information reflected in the invoice. Further discussion followed.

3) Parks and Greenway Commission

Councilor C. Bartell started off by reminding that the Dog Days of Summer event is taking place this Saturday at Colver Park. Two new members have applied for the Parks Commission. Bat houses were discussed at the last Parks meeting. Since bats are pollinators, the Bee Committee will look into bat houses. Next week there will be a presentation on maintenance along the Bear Creek Greenway. Mayor Bellah inquired as to the primary focus of the maintenance – whether it would be pavement, blackberries, or otherwise. Councilor C. Bartell explained the cost associated with maintenance is based upon population and that Community Justice will do the maintenance. The cost would be an additional \$3,500 over what Phoenix is paying now. Councilor Sophie suggested looking at the cost per mile of maintenance.

4) City Council Tracking Log

The tracking log was gone through item by item. Further discussion took place as needed.

ORDINANCES:

Mayor Bellah switched the order of the annexation and amendment.

a) First Reading by Title Only of an Ordinance Approving the Annexation of Land Within the Urban Growth Boundary Into the City

This would be the first annexation application since 2006 for roughly 2.47 acres located at Camp Baker and Hilsinger Roads. The applicants are Randall and Vicki Williams who are seeking to annex the remaining part of their property to complete the subdivision. The second reading will take place at the next City Council Meeting on August 1, 2016.

MOVED BY SOPHIE, SECONDED BY C. BARTELL, TO APPROVE THE FIRST READING BY TITLE ONLY OF 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

b) First Reading by Title Only of an Ordinance Amending Chapter 5.18 of the Phoenix Municipal Code. Second Reading and Public Hearing Scheduled for August 1, 2016

The Mayor started off by saying this would be a relatively small change to the marijuana ordinance: one that allows the two businesses in town who sell marijuana to stay open until 10:00 PM. Due to confusion on the agenda, discussion followed on whether to table the item until the next meeting or approve it. The item was tabled and Councilor Helfrich suggested notifying the business that applied why the process was delayed.

CONSENT CALENDAR:

- 1) Approval of Minutes from July 5, 2016 Regular City Council Meeting.
- 2) Acknowledge Approved Minutes from June 13, 2016 Planning Commission Meeting
- 3) Acknowledge Minutes from April 14, 2016 Parks Commission 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, Helfrich, and Snyder
MOTION APPROVED WITH SIX AYES

Discussion followed about the redwood tree that was cut down without proper authorization. Mayor Bellah moved New Business up in the agenda.

NEW BUSINESS:

- 1) Appointments to Comprehensive Plan CAC

Mr. Brinkley introduced Krista Peterson and gave a brief background on her. She has been involved with city redevelopment projects in the past. The Mayor suggested having Councilor Snyder be the Council Representative on the CAC. Further discussion followed.

MOVED BY SOPHIE, SECONDED BY HELFRICH, TO APPROVE KRISTA PETERSON AND SARAH WESTOVER FOR THE CITIZEN ADVISORY COMMITTEE AS WELL AS JIM SNYDER FROM CITY COUNCIL AND GEORGE "IKE" EISENHAUER FROM PLANNING COMMISSION.

ROLL CALL VOTE AS FOLLOWS:

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

- 2) Approval of Contract for Local Economic Opportunity Study

The City has begun its Urban Growth Boundary Amendment process. During that process, it must update its "Local Economic Opportunity Analysis" and employment buildable land inventory. Councilor Helfrich suggested contacting Southern Oregon Regional Economic Development Inc. (SORED) to see if they would like to be involved in the process. Mayor Bellah suggested a study session on the topic for August. Further discussion followed.

MOVED BY SOPHIE, SECONDED BY HELFRICH, TO APPROVE RESOLUTION NO. 971 AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT TO PRODUCE A LOCAL ECONOMIC OPPORTUNITY ANALYSIS.

ROLL CALL VOTE AS FOLLOWS:

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

- 3) Discuss Supplemental Drinking Water Testing

Mr. Brinkley has received a variety of calls regarding concerns about lead in water. The City is being proactive and doing additional drinking water testing. The Public Works Staff identified old homes (1950 and older) which were more likely to use pigtails in their water systems. In addition, long dead end runs are other places which will be tested for other

substances as well as lead. Public facilities such as parks will be tested, while schools have already done their testing. The tests require homeowners to not use any water for several hours and let it sit in order to get accurate test results. Three homeowners are participating in the sampling and testing is being done at Otto Caster Park. Once the results from the samples are obtained the next step in the process will be determined. Mr. Brinkley clarified that the City does test its water regularly and the last testing was in 2015. Councilor Helfrich suggested putting the findings of the testing in the Mayor's newsletter.

4) Approve New Hire for Utility Worker

Steven Hall currently works as a temp employee with the City and will become the newest Utilities employee upon passing background checks. **MOVED BY C. BARTELL, SECONDED BY SOPHIE**, TO OFFER EMPLOYMENT, CONTINGENT ON PASSING BACKGROUND CHECKS AND EMPLOYMENT SCREENING, TO STEVEN HALL AS A UTILITY WORKER WITH THE CITY OF PHOENIX, OR.

ROLL CALL VOTE AS FOLLOWS:

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

STAFF REPORTS:

Mayor Bellah reorganized these topics in the agenda.

1) City Attorney's Report:

a) Attorney Kirchoff

There was nothing to report for the open meeting. Attorney Kirchoff is working on things from the recent executive session.

COUNCIL ITEMS, COMMENTS/REPORTS:

- 1) Councilor Luz related a story about his son playing Pokemon Go after they went to dinner and the people at the cemetery at 10:00 PM.
- 2) Councilor Sophie gave a reminder that MPO and RVCOG will be cancelled for July.
- 3) Councilor C. Bartell brought up that Iron Skillet is not doing very well. They are one of the businesses that support local events on a regular basis. The Parks Department wants to have dinner there and provide Iron Skillet with a plaque recognizing their donations and contributions.

UNFINISHED BUSINESS:

1) City Manager Recruitment

Mr. Brinkley proposed a ten step recruitment strategy. Council will have to determine if they want to use a professional recruiter. The position will be publicized as quickly as possible. Ideally, the position will be filled by the end of November 2016 and have a competitive, qualified candidate pool to select from prior to that. It would be publicized via the League of Oregon Cities, ICMA, and OCCMA. Mrs. Boothe will oversee a lot of the process to relieve any sense of impropriety about the recruitment strategy. Mayor Bellah suggested meeting on Thursday and verifying the recruitment announcement. **MOVED BY SOPHIE, SECONDED BY C. BARTELL**, TO DIRECT THE INTERIM CITY MANAGER TO IMPLEMENT THE RECRUITMENT STRATEGY AS DISCUSSED.

ROLL CALL VOTE AS FOLLOWS:

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

2) City Manager's Report:

a) Mr. Brinkley announced that Mrs. Boothe is requesting to cash out 40 hours of vacation time before she loses the hours. This would be a unique situation as she is unable to take leave currently due to her workload.

Andrea Adams has submitted an application for a liquor license and needs City approval before proceeding to the OLCC. Councilor C. Bartell pointed out that the application was not submitted in time to be put on the agenda and therefore, to err on the side of caution, should not be approved because it was not made public prior to the meeting. Further discussion followed. Attorney Kirchoff confirmed that since the application was submitted the morning of the City Council meeting and not on the agenda, it would be better to not approve it for liability purposes; for example, if an issue arose at the event, it could be traced back to the Phoenix City Council for approving it without due procedure. Council concurred with this statement and requested the applicant be contacted and given the reason for declining to approve the liquor license application. In addition, the Council emphasized they would be happy to support such an event in the future with more advance notice.

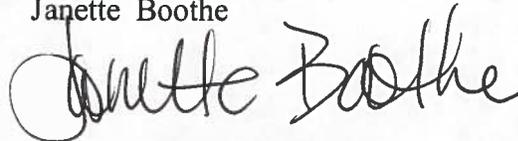
The meeting adjourned at 8:38 PM.

Respectfully submitted,



Sarah Lind
Executive Assistant

Janette Boothe



Interim Finance Director