

Action minutes along with electronic recordings of the meeting, which may be reviewed online on the City of Jacksonville website <http://www.jacksonvilleor.us>.

September 6, 2022, hosted in-person & via Zoom

1) **CALL TO ORDER (includes call to order and roll call of attendees) 6:00 PM**

Present: Councilors Thompson, Gregg, McClain, and Mayor Bowen

Absent: Councilors Selbe and Casaleggio

Staff Present: Administrator Alvis, Finance Director Bray (Zoom), City Recorder Watson, and Police Chief Towe

2) **a. MINUTES (minutes from August 16, 2022 meeting)**

Move to: Approve the minutes of August 16, 2022

Motion by: Councilor Thompson

Seconded by: Councilor Gregg

Vote:

Ayes (4): Councilors Gregg, McClain, Thompson, and Mayor Bowen

Nays (0):

Motion Carries Unanimously

Councilor Thompson request a change to attendance as it shows she is present and absent

Mayor Bowen speaks to the miss-spelling of Administrator Alvis.

Recorder Watson will make the changes.

b. BILLS LIST

September 6, 2022

Move to: Approval of the September 6, 2022 bills list

Motion by: Councilor McClain

Seconded by: Councilor Thompson

Roll Call Vote:

Ayes (4): Councilors Gregg, Thompson, McClain, and Mayor Bowen

Nay (0):

Motion Carries Unanimously

Councilor Gregg asks a specific question regarding street funds. Administrator Alvis answers.

3) **PUBLIC COMMENT (items **not** on the agenda) limited to 3 minutes per speaker.**

None.

4) **STAFF / DEPARTMENT REPORTS**

a. **Admin Department** – Stacey Bray speaks to:

- Next Transient Lodging Committee meeting will be held September 22nd at 3:00 pm
- Auditors were at the City Hall for the annual audit. Everything is going well.

Administrator Alvis speaks to:

- Fire Hall Elevator and Slide items are not installed, and the city is waiting for them to arrive.
- West Bear Fuel Reduction meet at the City Hall to talk about the fuel reduction project.

- b. **Planning Department** -Ian Foster
- c. **Police Department** - Chief Towe
- d. **Fire Department** – Fire Chief Painter
- e. **Mayor** – Donna Bowen

5) **ACTION / DISCUSSION ITEMS**

(The public will be allowed to speak, one time, to certain items during the action/discussion items. In order to speak, you must sign in with the Recorder under the item for which you wish to speak)

a. **Approval of New Hire – Police Officer**

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary. Chief Towe introduces new hire Scott Marical to the City Council. Mayor Bowen asks for a motion, states staff recommends to approval of Officer Marical.

Move to: So Moved

Motion by: Councilor McClain

Seconded by: Councilor Thompson

Roll Call Vote

Ayes (4): Councilors Gregg, Thompson, McClain, and Mayor Bowen

Nays (0):

Motion Carries

Recorder Watson swears in Officer Marical. Officer Marical's wife pins his badge on him. Councilor Thompsons welcomes Officer Marical to the City of Jacksonville.

b. **Management and Promotion Agreement for Visitor Information Center**

Public Comment: Amanda Moreira speaks to the Council about the management agreement.

Council Discussion: Mayor Bowen reads the Summary. Administrator Alvis speaks to the agreement and looks forward to a good working relationship with the Chamber.

Move to: Approval of the Management and Promotion Agreement for the Visitor Information Center for one year.

Motion by: Councilor Thompson

Seconded by: Councilor McClain

Roll Call Vote

Ayes (4): Councilors Gregg, Thompson, McClain, and Mayor Bowen

Nays (0):

Motion Carries

c. **Large Event Packet – Victorian Christmas**

Public Comment: Amanda Moreira speaks to the event packet.

Council Discussion: Mayor Bowen asks Amanda a few questions regarding the event. Amanda answers. Administrator Alvis speaks about the traffic plan for the Christmas tree lighting ceremony and the Victorian Christmas parade.

Move to: Approval of the Victorian Christmas packet as presented.

Motion by: Councilor McClain
Seconded by: Councilor Thompson

Roll Call Vote
Ayes (4): Councilors Gregg, Thompson, McClain, and Mayor Bowen
Nays (0):
Motion Carries

d. Procedurally Interview and Appoint Vacant City Council Position

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary. Andy Hellenthal introduces himself to Council, gives a background of his experience, and answers questions from the Council members. Councilors vote by ballot, and Recorder Watson picks up ballots and reads them out loud.

Vote by Ballot
Andy Hellenthal (4): Councilors McClain, Thompson, Gregg, and Mayor Bowen

Andy Hellenthal is appointed to the vacant City Council position with a term ending December 31, 2022

e. Encroachment Permit Application for Fence at 1120 S Third Street

Public Comment: None.

Council Discussion: Mayor Bowen Reads the Summary. The homeowner, Manuel, introduces himself to the Council. Councilors ask specific questions about the Encroachment Permit Application. Administrator Alvis and Manuel answer.

Move to: Approve the encroachment permit application for a fence on 1120 S Third Street.
Motion by: Councilor Thompson
Seconded by: Councilor Gregg

Roll Call Vote:
Ayes (4): Councilors Gregg, McClain, Thompson, and Mayor Bowen
Nays (0):
Motion Carries

f. Award Bid for Carriage Lane Street Overlay

Public Comment: none.

Council Discussion: Administrator Alvis speaks about the bid process and the bid that is before the Council.

Move to: Approval of bid for Carriage Lane Street Overlay
Motion by: Councilor Thompson
Seconded by: Councilor McClain

Roll Call Vote:
Ayes (4): Councilors Gregg, McClain, Thompson, and Mayor Bowen
Nays (0):
Motion Carries

6) COUNCIL AND COMMITTEE REPORTS AND DISCUSSION

- a. Councilor Thompson: No Report regarding city business. Councilor Thompson speaks to a potential Town Hall meeting with Senator Golden to discuss wildland fires.
- b. Councilor Gregg: Transient Lodging Tax Committee meeting September 22nd at 3:00 pm.
- c. Councilor McClain: Parks and Visitor Services meeting will be on September 12th at 5:00 pm. Has received multiple applications to fill the vacant position soon.
- d. Councilor Selbe: Absent.
- e. Councilor Casaleggio: Absent.
- f. Mayor Bowen: No Report.

ADJOURN 6:38 PM



Donna Bowen, Mayor



Angela Watson, City Recorder

Date approved: 9/20/22