

City Council Regular Meeting
Tuesday, September 18, 2012, 6:00 p.m.
City Hall – Council Chambers

CALL TO ORDER:

The regular City Council meeting was called to order by Mayor Scott Dudley.

PLEDGE OF ALLEGIANCE

Mayor Dudley led the Council, staff and audience in the Pledge of Allegiance.

INVOCATION:

The invocation was given by Councilmember Tara Hizon.

ROLL CALL:

The Clerk called the roll with all members present.

Present:

Mayor Scott Dudley
Mayor Pro Tempore Danny Paggao
Councilmember Tara Hizon
Councilmember Bob Severns
Councilmember Rick Almborg
Councilmember Jim Campbell
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

Interim City Administrator Larry Cort
Finance Director Doug Merriman
Public Works Director Cathy Rosen
Interim City Clerk Nacelle Heuslein
Renee Recker, Exec. Assist. To the Mayor

AGENDA MODIFICATIONS:

Councilmember Almborg moved to pull *Item 3b* from the consent agenda for discussion. The motion was seconded by Councilmember Campbell and the motion carried unanimously.

Councilmember Hizon moved to pull consent agenda *Items 3a and 3c*. Councilmember Servatius seconded the motion carried unanimously.

When there were no more modifications to the agenda, the Mayor approved the agenda as presented.

MINUTES:

There were no minutes presented for approval. The Mayor stated the regular Council meeting minutes of 9.4.12 and 9.18.12 will be presented on the 10.2.12 Council agenda.

NON-ACTION COUNCIL ITEMS:

Employee Recognition – Aldon Boon

Public Works Director Cathy Rosen stated she was extremely happy to recognize Aldon Boon for his 10 years of service to the city. He has worked in the Solid Waste Department since 2002 and was promoted in 2004. Aldon is well liked by his co-workers; is hard working, consistent, thorough and accurate in his work. He is productive, dependable and is very valuable to the city.

Aldon Boon thanked Director Rosen and the Council saying the City of Oak Harbor was a great employer and he was very happy he works here.

PUBLIC COMMENTS:

Martha Yount a resident of Oak Harbor shared when she filed for public office awhile back her focus of her campaign was public safety. She expected the Mayor would also speak of public safety at his meeting on the 19th of September 2012 she encouraged him to be honest in his seat as Mayor and his own actions. She also announced that September was suicide prevention month.

Mel Vance announced the Kite Festival to be held September 22nd and 23rd from 9-5 each day, at Fort Casey and encouraged all to attend.

The Mayor closed public comments when there were no further comments.

COUNCIL CONSIDERATION AND ACTION ON THE FOLLOWING MATTERS:

Consent Agenda

3 d. Approval of Accounts Payable Vouchers Claims Vouchers 151258 -151412 in the amount of \$429,879.31.

Motion: Councilmember Campbell moved and Councilmember Munns seconded the motion to approve Consent Agenda **Item 3 d.** payment of Claims Vouchers 151258 -151412 in the amount of \$429,879.31. Motion carried unanimously.

3 a. Noise Permit – Downtown Merchants Association. Review and approval of a Noise Permit request received from the Downtown Merchants Association for use of amplified sound associated with the street fair and salmon BBQ on October 6, 2012 on Pioneer Way, starting at SE City Beach Street and ending at SE Midway Boulevard.

Upon a question by Councilmember Hizon, Interim City Administrator Cort stated this particular Noise Permit had been received prior to the council approving Ordinance 1633 making them a Mayor's administrative function.

Motion: Councilmember Hizon moved to approve Consent Agenda **Item 3 a.,** providing a noise permit to the Downtown Merchants Association. Councilmember Severns seconded the motion and the motion carried.

3 b. Excused Absence Request – Present and approve Councilmember Rick Almberg's excused absence request for the September 19, 2012 Special Meeting and October 16, 2012 regular City Council Meeting.

Motion: Councilmember Almberg moved to amend his request and delete the September 19, 2012 excused absence. Councilmember Campbell seconded the motion and the motion carried.

Motion: Councilmember Munns moved to accept *Item 3 b*, a request for absence from Councilmember Almberg, on the Consent Agenda for the October 16, 2012 meeting as it was amended. The motion was seconded by Councilmember Campbell and the motion carried unanimously.

3 c. Council confirmation of Mayor Dudley's recommendation to appoint Ed Johnson to the Community Police Advisory Board.

Upon a question by Councilmember Hizon, Mayor Dudley stated the Community Police Advisory Board was established in 1991. The board consists of nine members, not less than five of the members are city residents; at least two members are owners or managers of businesses located within the city; and one member will be a currently enrolled high school student. Their duties are to advise and make recommendations to the mayor, city council and the chief of police concerning the provision of police protection and services within the city; to enhance police-community relations; to promote public awareness of the city's police services and programs, including, but not limited to, crime prevention and D.A.R.E.; to hold public meetings from time to time to solicit public input regarding police services and programs; to serve as liaison between the police department and the community; to apprise the mayor, city council and the chief of police of the community's needs for police services; and to review and make recommendations when matters are referred to the board, by the mayor, city council or the chief of police. The board will hold their meetings at least once per quarter and provide the Council with an annual report.

Motion: Councilmember Munns moved to accept consent agenda *Item 3 c.*, appointing Ed Johnson to the Community Police Advisory Board. Councilmember Campbell seconded the motion and the motion carried unanimously.

4. Agreement for Street Lighting Improvements with PSE.

Public Works Director Cathy Rosen stated this agenda bill recommends entering into an agreement, not to exceed \$20,000, with Puget Sound Energy to install street lighting at the following seven locations:

1. NE Goldie Street and NE Halyard Lane
2. NE Goldie Street and NE 16th Avenue
3. SW Loerland Drive and SW Roeder Drive
4. W Whidbey Avenue and Fairhaven Drive
5. E Whidbey Avenue and NE Izett Street
6. E Whidbey Avenue and SE Regatta Drive
7. NE Regatta Drive and NE 5th Avenue

The Street Fund Budget includes funding to install new street lights to improve safety at various locations in the City. All of these lights are on arterial or collector streets and will enhance the safety of crosswalks and intersections during hours of darkness.

New solar activated in-pavement crosswalk lighting was installed at five of these locations, under the recently completed Safe Routes to Schools Project, which was funded by a grant and arterial street funds. Because all of the lighting associated with the in-pavement warning light systems is solar powered and does not require electrical service, it is more cost effective to have the new overhead lighting installed by Puget Sound Energy under their current schedules. The City plans to have the lighting installed on existing Puget Sound Energy power poles, if available, or new installed wood or concrete poles with overhead and/or on-site underground wiring. If approved, the City will have the lighting installed as soon as possible to provide lighting for the upcoming school year.

Funding for this project is from the Public Utilities Services of the Public Works Street Division Fund (101). This expenditure line item is budgeted for monthly energy and facility charges by Puget Sound Energy for all street lighting in the City of Oak Harbor. Currently, the expenditures for this line item are at 56 percent used, as of August 2012. Actual expenditures are less than the budgeted amount due to fewer street lights being added to the grid because development has not occurred at the projected rate. There is adequate funding for the installation and monthly costs for this project.

Director Rosen further stated the street lighting improvements had been discussed at the Public Works Standing Committee meeting on September 6, 2012.

Citizen Comments Period

Mel Vance stated he was not opposed to these installations. He encouraged Council to look at solar paneling. On Pioneer, LED lighting had been installed and it would be great to have LED lighting installed throughout the City. He was concerned over the City paying almost a ½ million dollars to PSE this month.

The Mayor closed public comments.

Upon a question by Councilmember Hizon, Director Rosen stated it would not be realistic at this time to ask PSE to put solar panels in because these are owned and operated by PSE and currently, they do not offer this option to communities. However, the City could look into having LED lights, but she didn't know the cost of these since PSE just began offering this option.

Upon a question from Councilmember Almberg, Director Rosen stated the undergrounding for the Pioneer project could have been included. Finance Director Merriman said the claims voucher for power within the packet was for all electricity for all purposes including city buildings and that the annual budget for street lighting in the Street Fund was \$193,000.

Councilmember Servatius was in favor of using solar panels, however the City needed to be green and the paneling was very expensive.

Motion: Councilmember Munns moved to authorize Mayor Dudley to sign contracts authorizing Puget Sound Energy to install street lighting at the seven locations identified in an amount not to exceed \$20,000. The motion was seconded by Councilmember AlMBERG and the motion carried unanimously.

5. Approve Security Services Northwest, Inc. – Invoice in the amount of \$770.40.

Public Works Director Cathy Rosen stated on August 16, 2011, the City Council approved the contract with Security Services Northwest, Inc for site security for SE Pioneer Way’s archaeological site in an amount not to exceed \$50,000.00.

Director Rosen further stated that Northwest Security Services provided a uniformed security guard at the enclosed archeological site on SE Pioneer Way between Ireland Street and Ilwaco Street from 5:00 p.m. to 8:00 a.m. Monday through Sunday and from 8:00 a.m. to 5:00 p.m. on Saturday, Sunday and Holidays. The security service provided by this agreement began June 29, 2011 and was completed on August 31, 2011. The proposed hourly rate for these services was \$45.00/hour with a not to exceed limit of \$50,000.00.

To ensure the site was secured until the next contractor took over, additional hours were necessary to complete the job. In addition, in the final week of this contract, City staff asked the contractor to remain on the site until the morning of September 1 to insure no gap in coverage. Therefore, after thorough review of Northwest Security Services, Inc’s work log it has been determined that the City is obligated to pay an additional \$770.40 for services rendered.

The Public Works Standing Committee reviewed this item at their meeting on September 6, 2012.

Public Comments

There was no public comment on this item.

Motion: Councilmember Hizon moved to pay Security Services Northwest, Inc. the final amount of \$770.40 for site security services. Councilmember Campbell seconded the motion and the motion carried.

6. Future City Council Pending items was included in the packet.

7. City Administrator Comments.

On July 3rd of this year, council asked to see a rough draft of the 2013-14 Biennium Budget by September 18, 2012.

Finance Director Merriman stated the budget process incorporates a “laddered” approach to its development. It has reached the second step at this point. The department heads, supervisors and managers have prepared their budget requests. This first run goes to the Finance Director.

The City Administrator and the Mayor are the third and fourth steps for review. In the past, the City Council has not seen the working document until after the mayoral review. At this first managerial level review, the General Fund has historically been out of balance anywhere from \$1.0 million to \$1.8 million dollars. This year is no exception. In a memo prepared for the Council he has concerns for seven funds that will require more work with council direction, creativity and resourcefulness to make the funds balance. The net effect of inflationary changes to operations within the Current Expense Fund is 3 - 3 1/2% and will take some work with the Council and staff being creative with cuts or other strategies since there are no new revenues to replace them. There will also be a reduction in sales tax revenues of \$200,000 in both 2013 and 2014, as well as a reduction in liquor taxes. The two most stressed funds are the Arterial Street Fund and Storm Drain Fund both being affected by the continuation of archeological recovery work for the Pioneer Way project and those unknown costs. Other funds he is concerned about are the Street, Senior Center, Water and Marina Funds.

He requested that Council make available to him, dates when they can meet with Department Directors, to review individual department budget requests. He anticipated having the official preliminary budget out by the middle of October, 2012.

Interim City Administrator Cort stated he will have the amended Council Rules to the Council by next week.

He concluded by adding he would not be having any information coming forward about staffing since the Mayor would be addressing this issue in his State of the City/Vision Meeting the next evening.

8. Councilmember's Comments

Mayor Pro Tempore Paggao stated the Public Works Standing Committee was televised on September 6, 2012.

Councilmember Campbell – no comments

Councilmember Alberg stated the Finance Committee met September 18, 2012 and Finance Director Merriman covered the items in his recent budget comments.

Councilmember Munns stated the Public Safety Standing Committee will be meeting Thursday, September 20, 2012 at 3:30 p.m. in the Council Chambers. Kudos to the Island County Joint Tourism, our Arts Commission and the Greater Chamber of Commerce in having Channel 5's, Evening Magazine featuring the City on the 14th of September, 2012.

Councilmember Severns stated he would be attending the Economic Development luncheon on September 19th in Coupeville at 11:30 a.m.

Councilmember Hizon stated the Oak Harbor Youth Commission will be meeting at the United Way office at 5:15 p.m. tomorrow evening. She Praised the Arts Commission on the Driftwood Days event held on Saturday. It was great to see the creativity with driftwood. In conclusion, she announced there would a candidate's forum at the Chamber of Commerce luncheon on Thursday

Upon a question by Councilmember Servatius, Finance Director Merriman stated the inflationary affect on the general fund increasing 3 – 3 ½ % and revenues only increasing by 1% did create a problem for balancing the budget and eventually the City will not be able to make those cuts.

Mayor's Comments

The Anacortes Water Treatment Plant will have a temporary, but complete shutdown of the drinking water treatment plant and the supply of water to the City of Oak Harbor's transmission system on Friday, September 28, 2012 from 7:30 a.m. to 5:30 p.m. Puget Sound Energy will be shutting down all electrical power service to the water plant to perform maintenance.

On September 29, 2012 from 10 a.m. to 2 p.m. at the Island County Sheriff's Office, Coupeville Marshal's Office and the Oak Harbor Police Department along with representatives from the Drug Enforcement Administration (DEA) will give the public another opportunity to prevent pill abuse and theft by ridding their homes of potentially dangerous expired, unused and unwanted prescription drugs. The service is free and no questions are asked.

On October 6th the Downtown Merchants Association and the Swinomish Indian Tribal Community members will once again host a Salmon Barbeque on Pioneer Way at which time the newest art arrivals, the *Stumbling Ducklings* will be dedicated. He was sure they would be dressed for the occasion.

He stated a belated Happy Birthday to Councilmember Munns and concluded by wishing Councilmember Campbell Happy Birthday wishes as well.

Adjournment

Councilmember Hizon moved for adjournment at 6:54 p.m. The motion was seconded by Councilmember Munns and the motion carried unanimously.