

Oak Harbor City Council
Special Meeting Minutes – 5:00 p.m.
March 3, 2015

CALL TO ORDER

Mayor Scott Dudley called the meeting to order at 5:00 p.m.

ROLL CALL

City Council Present:

Mayor Scott Dudley
Mayor Pro Tem Danny Paggao
Councilmember Rick Almberg
Councilmember Jim Campbell
Councilmember Bob Severns
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

City Administrator Dr. Cort
Finance Director Dr. Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
Development Services Assistant Kathy Gifford
Public Works Director Cathy Rosen
Chief of Fire Ray Merrill
Executive Assistant to the Mayor Kellye Mazzoli
City Clerk Anna Thompson

Councilmember Tara Hizon was absent.

AGENDA

Granicus, Inc. Media Services Presentation

Finance Director Dr. Merriman announced the item for discussion and then Granicus Representative Josh Hurni provided the power point presentation remotely via GoToMeeting.

Questions and discussion among Councilmembers, staff and Mr. Hurni.

Councilmembers Almberg and Severns asked to see cost breakdown of the products.

ADJOURNMENT

Mayor Scott Dudley adjourned the meeting at 5:50 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Regular Meeting Minutes
March 3, 2015

CALL TO ORDER

Mayor Scott Dudley called the meeting to order at 6:00 p.m.

ROLL CALL

Present:

Mayor Scott Dudley
Mayor Pro Tem Paggao
Councilmember Joel Servatius
Councilmember Jim Campbell
Councilmember Rick Almberg
Councilmember Bob Severns
Councilmember Beth Munns

Staff Present:

City Administrator Dr. Cort
Finance Director Dr. Merriman
City Attorney Nikki Esparza
Chief of Fire Ray Merrill
Public Works Director Cathy Rosen
Development Services Director Steve Powers
Deputy Chief of Police/Captain Teri Gardner
Executive Assistant to Mayor Kellye Mazzoli
City Clerk Anna Thompson
Fire Department Personnel

Councilmember Hizon was absent.

PLEDGE OF ALLEGIANCE/INVOCATION

Pastor Ron Lawler of Family Bible Church gave the Invocation and Mayor Scott Dudley led Pledge of Allegiance.

HONORS AND RECOGNITIONS

Councilmember Severns read the Proclamation of St. Patrick's Day. Mike Thelen on behalf of The Irish Wildlife Society accepted the Proclamation.

The Irish Wildlife Society passed out invitations to Mayor and City Council to the St. Patrick's Day Parade scheduled for March 17, 2015.

Motion: Councilmember Munns moved to excuse Councilmember Hizon, seconded by Councilmember Almberg. Motion unanimously approved.

Fire Chief Ray Merrill recognized the following Fire Department Employee for Years of Service:

- Steve McCalmont – 25 years
- Angela Braunstein – 10 years
- Shannon Holcomb – 10 years

PRESENTATIONS

Dutch Strehle, Commandant of the Marine Corp League, provided a brief presentation of the Whidbey Island Marine Corp League.

Elks Lodge Representative Melissa Riker, 2015 Race Director, provided the Council with an update on the 2015 Whidbey Island Marathon.

APPROVAL OF AGENDA

Motion: Councilmember Servatius moved to move Consent Agenda Item 6.d to New Business Item 11.c, second by Councilmember Munns, unanimously approved.

Motion: Councilmember Servatius moved to approve the Agenda as amended, Seconded by Councilmember Severns, unanimously approved.

CITIZEN COMMENT PERIOD

Mayor Scott Dudley opened the citizen comment period at 6:39.

Citizen Speaking

Jason Tritt of the Main Street Merchants Association

Mayor Dudley closed the public comment period at 6:41 p.m.

CONSENT AGENDA

- a. Minutes of the Special City Council meeting held on February 20, 2015 and Workshop held February 25, 2015
- b. Approval of Accounts Payable and Check Numbers
- c. Update to the Transportation Element of the Comprehensive Plan - Consultant Request for Proposal
- d. ~~Wastewater Treatment Plant – Request for Proposals for Construction Management~~
- e. Authorization to Bid - One (1) Front Load Refuse Truck
- f. Application for For Hire (Taxi) License - All Island Express Taxi, LLC
- g. Whidbey Pedestrian Crossing –Consultant Request for Proposal Note
- h. Waterfront Trail Repair - Consultant Request for Proposal
- i. Authorize the Mayor to sign CWSRF Funding Agreements with Department of Ecology

Councilmember AlMBERG pulled item Consent Agenda Item 6.g

Motion: Councilmember Servatius moved to approve Consent Agenda Items 6 (a) through (c) and (e), (f), (h) and (i). Motion seconded by Councilmember Severns, unanimously approved.

Consent Agenda Item 6.g Whidbey Pedestrian Crossing – Consultant Request for Proposal

Councilmember Alberg asked Deputy Chief of Police/ Captain Teri Gardner what measures the Police Department has taken to censure the increasing number of jaywalkers on Whidbey Avenue as suggested by the Engineer's opinion letter regarding the proposed Whidbey Avenue Pedestrian Crosswalk.

Motion: Councilmember Alberg moved to suspend the Council Rules, seconded by Councilmember Munns, unanimously approved.

Discussion among Council and Mayor regarding additional Police Department traffic patrol in the relevant area.

Motion: Councilmember Alberg moved to approve the Consent Agenda Item 6.g, Motion seconded by Councilmember Munns, unanimously approved.

STAFF, MAYOR AND COUNCIL COMMENTS

City Administrator

Dr. Cort suggested re-scheduling the Workshop previously set for March 17, 2015 at 4:00 p.m. due to the St. Patrick's Day Parade.

Councilmember Servatius suggested moving the iPad Workshop to the March 25, 2015 regularly scheduled Workshop.

The Council agreed to move the iPad Workshop to March 25, 2015 on the regularly scheduled workshop.

Dr. Cort assured the Council and citizens that the City is working to build a Waste Water Treatment Plant at the State's standards and to best serve the community. Staff proposes to schedule a Workshop Meeting on April 7, 2015 at 2:00 p.m. to provide the most current information regarding the Waste Water Treatment Plan.

The Council agreed to schedule the Waste Water Treatment Plant Workshop on April 7, 2015 at 2:00 p.m.

Mayor

Mayor Dudley encouraged transparency regarding the Waste Water Treatment Plant project and added that nothing is final as the facility design is just at 30%.

The Mayor expressed concern about closing the RV Park during the construction phase of the Waste Water Treatment Plant. He hopes to be able to relocate the construction work space in another location in order to keep the RV Park open.

Mayor Dudley announced new art in Council Chambers, created by Sharon Tryon.

Councilmembers

Mayor Pro Tem Paggao spoke to the concern of the rising Waste Water Treatment Plant costs.

Councilmember Campbell stated that a citizen may have an available lot to lend to the RV Park on a temporary basis.

Councilmember Almberg explained that staff has answered as many questions as possible regarding the Waste Water Treatment Plant but at this time so early in the design phase, not all questions are known.

Councilmember Munns noted the success of the City Action Days in Olympia.

Councilmember Severns opined that Council needs to become more involved in the management of the Waste Water Treatment Plant project. He added that he plans to work toward keeping the RV Park open.

Councilmember Servatius stated that he would like Council to be provided with information regarding the Waste Water Treatment Plant as soon as possible and to be involved in the process.

Mayor Scott Dudley called a 5 minute recess at 7:25 p.m. and reconvened the meeting at 7:35 p.m.

ORDINANCE AND RESOLUTIONS

Resolution 1501: Approval of Fairway Point Final Plat, Division 3

Senior Planner Cac Kamak provided the staff report.

Mayor Dudley opened the meeting for public comment at 7:39 p.m., no comments, closed at 7:39 p.m.

Council asked questions about the proposed final plant and the Applicant Brian Gentry answered Council's questions.

Mayor Pro Tem Paggao asked about the buffer between the residential homes and the golf course. Development Services Director Steve Powers answered his questions.

Resolution 1501: Approval of Fairway Point Final Plat, Division 3

Motion: Councilmember Servatius moved to approve Resolution 1501, seconded by Councilmember Severns, unanimously approved.

PUBLIC HEARINGS/PUBLIC MEETINGS

Resolution 1503: 2015 Comprehensive Plan Amendment Docket

Senior Planner Cac Kamak provided the staff report.

Mayor Scott Dudley opened the Public Hearing at 7:50 p.m., no comments, closed at 7:50 p.m.

Resolution 1503: 2015 Comprehensive Plan Amendment Docket

Motion: Councilmember Severns moved to approve Resolution 15-03 a resolution adopting the 2015 Comprehensive Plan Amendment Docket, seconded by Councilmember Munns, unanimously approved.

UNFINISHED BUSINESS

NEW BUSINESS

Economic Development Coordinator – Action to Approve Position Description
City Administrator Dr. Cort provided the staff report.

Mayor Dudley opened the item for public comment at 7:58 p.m., no comment, closed at 7:58 p.m.

Questions and discussion among the Councilmembers.

Economic Development Coordinator – Action to Approve Position Description

Motion: Councilmember Servatius moved to approve the Position Description for a full-time Economic Development Coordinator, motion seconded by Councilmember Munns, unanimously approved.

Approve Contract with Ameresco for Lighting Upgrade Project
Public Works Director Cathy Rosen provided the staff report.

Mayor Dudley opened the item for public comment at 8:13 p.m., no comment, closed at 8:13 p.m.

Approve Contract with Ameresco for Lighting Upgrade Project

Motion: Councilmember Severns moved to authorize the Mayor to sign the Energy Service Proposal (Professional Services Contract) with Ameresco for lighting upgrades, motion seconded by Councilmember Servatius, motion unanimously approved.

Motion: Councilmember Severns moved to authorize the Mayor to sign the acceptance of the Department of Commerce Grant in the amount of \$210,000. Motion seconded by Councilmember Almberg, motion passed unanimously.

11.c. Wastewater Treatment Plant – Request for Proposals for Construction Management
City Engineer Joe Stowell provided the staff report.

Mayor Dudley opened the item for public comment at 8:21 p.m., no comment, closed at 8:21 p.m.

11.c Wastewater Treatment Plant – Request for Proposals for Construction Management

Motion: Councilmember Servatius moved to authorize staff to solicit proposals from Construction Management companies to support City staff during construction of the new waste water treatment plant project. Motion seconded by Councilmember Munns, motion passed unanimously.

Waste Water Treatment Plant - Request for Progress Reports

Main Motion: Councilmember Severns moved that City staff, through the City administrator, provide regular progress reports after April 7, 2015 related to the WWTP, in narrative and written form which shall include but not be limited to:

- 1) Permit acquisitions;
- 2) Cost estimates;
- 3) Project design information;
- 4) Scheduling, including any extensions and delays;
- 5) A list of approved grants and other outside funding sources that will be available to contribute to the costs of the WWTP;
- 6) Any other significant developments in the project that could affect the cost of the project or the time of its completion.

These progress reports should be submitted in written form ~~consisting of 1-2 pages~~ and provided to Council members prior to the council meetings held on first and third Tuesday of each calendar month. Oral progress reports shall also be provided by the City Administrator or a staff member designated by him at each Council meeting held on the first and third Tuesday of each calendar month. Progress reports in this form shall be submitted until the completion of the project or further vote of the Council to modify this requirement.

Main Motion seconded by Councilmember Almberg.

Discussion among Mayor and Councilmembers.

Motion to Amend: Councilmember Campbell moved to amend the Main Motion to strike the language “consisting of 1 - 2 pages,” seconded by Councilmember Servatius. Motion to Amend approved unanimously.

Main Motion as Amended passed unanimously.

ADJOURNMENT

Councilmember Campbell moved to adjourn, second by Councilmember Almberg, and unanimously approved.

The meeting adjourned at 8:46 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Regular Meeting Minutes
March 17, 2015

CALL TO ORDER

Mayor Scott Dudley called the meeting to order at 6:00 p.m.

ROLL CALL

City Council Present:

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

Staff Present:

Finance Director Dr. Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
Public Works Director Cathy Rosen
Chief of Fire Ray Merrill
Fire Department Personnel
Harbor Master Chris Sublet
Executive Assistant to the Mayor Kellye Mazzoli

CALL TO ORDER

Councilmember Jim Campbell gave the invocation and Mayor Scott Dudley led the Pledge of Allegiance.

HONORS AND RECOGNITIONS

Fire Chief Ray Merrill recognized Firefighter Andrew Moon for outstanding service while off-duty.

PRESENTATIONS

Butch Bailey, President of the Navy League, provided the Council with information regarding the Navy League.

APPROVAL OF AGENDA

Motion: Councilmember Servatius moved move item 11.b to occupy space 8.a. Motion seconded by Councilmember Severns, unanimously carried.

Motion: Councilmember Almberg moved to move 11.a to 8.b., seconded by Councilmember Campbell, unanimously carried.

Motion: Councilmember Servatius moved to approve the Agenda as amended. Motion seconded by Councilmember Campbell, unanimously approved.

CITIZEN COMMENT PERIOD

Mayor Scott Dudley opened the Citizen Comment period at approximately 6:15 p.m.

Citizens Speaking

Bob Olsen
Hal Hovey
Erin Hedrick

Mayor Dudley closed the comment period at approximately 6:26 p.m.

CONSENT AGENDA

- a. Minutes of the Regular and Special City Council meeting held on March 3, 2014
- b. Approval of Accounts Payable and Check Numbers
- c. Interlocal Agreement with Oak Harbor School District for 2015 Marathon Bus Services
- d. Copier Contract Renewals with Xerox to upgrade Copiers in Development Services and the Senior Center
- e. Purchase Authorization for Traffic Paint via State Contract #01312 from Alpine Products for the Streets Division
- f. Professional Services Agreement with Gray & Osborne, Inc. for the Deception and Canoe Pass water line inspection and assessment

Motion: Councilmember Servatius moved to approve the Consent Agenda as Presented.
Motion seconded by Councilmember Munns, motion approved unanimously.

STAFF, MAYOR AND COUNCIL COMMENTS

City Administrator

Deputy City Administrator/ Finance Director Dr. Merriman provided a report on the NLC Conference in Washington, DC and meetings with Federal Representatives, attended by Oak Harbor elected officials Mayor Dudley and Councilmembers Hizon, Servatius, and Munns.

Dr. Merriman announced a Special Meeting on 3/25/15 just before the Workshop.

Mayor

Mayor Dudley introduced City Engineer Joe Stowell to provide an update on the Waste Water Treatment Plant.

City Engineer Joe Stowell provided the Council with updates on the Waster Water Treatment Plant.

Questions among Councilmembers.

Councilmembers

No comments from Mayor Pro Tem Paggao and Councilmember Almberg.

Councilmember Campbell conveyed a citizen's concern regarding a sign in Smith Park.

Councilmembers Munns, Servatius, and Hizon commented on the Washington DC trip.

ORDINANCE AND RESOLUTIONS

Fire Department Annual Report for 2014

Fire Chief Ray Merrill presented the annual report.

Questions among City Council.

Planning Commission Annual Report for 2014

Development Director Steve Powers presented the annual report.

Questions among City Council.

PUBLIC HEARINGS/PUBLIC MEETINGS

Ordinance 1716: 1000 SE City Beach Street Rezoning

Development Director Steve Powers presented the staff report.

Mayor Dudley opened the Public Hearing at 8:01 p.m.

Citizen Comments

Patty Carter

Mayor Dudley closed the comment period at 8:02 p.m.

Questions among City Council Members.

Ordinance 1716: 1000 SE City Beach Street Rezoning

Motion: Councilmember Servatius moved to adopt Ordinance 1716. Motion seconded by Councilmember Munns, motion unanimously approved.

Resolution 15-06: Authorizing the Marina to Auction Delinquent Vessels

Harbor Master Chris Sublet provided the staff report.

Mayor Dudley opened the meeting for citizen comment at 8:14 p.m., no comments, closed at 8:14 p.m.

Discussion among Council and staff.

Resolution 15-06: Authorizing the Marina to Auction Delinquent Vessels

Motion: Councilmember Hizon moved to approve Resolution 15-06 Authorizing the Marina to Auction Delinquent Vessels. Motion seconded by Councilmember Campbell, unanimously approved.

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT

Motion: Councilmember Hizon moved to adjourn, seconded by Councilmember Campbell, unanimously approved.

Meeting adjourned at 8:18 p.m.

Kellye Mazzoli, Executive Assistant to the Mayor

Oak Harbor City Council
Special Meeting Minutes – 2:45 p.m.
March 25, 2015

CALL TO ORDER

Mayor Pro Tem Paggao called the meeting to order at 2:45 p.m.

ROLL CALL

City Council Present:

Mayor Pro Tem Danny Paggao
Councilmember Tara Hizon
Councilmember Jim Campbell
Councilmember Rick Almberg
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

Finance Director/Deputy City Administrator Dr. Merriman
Assistant City Attorney Grant Weed, via phone
Public Works Director Cathy Rosen
Chief of Fire Ray Merrill
City Clerk Anna Thompson

Mayor Scott Dudley and Councilmember Bob Severns were absent.

AGENDA

1. Resolution 15-07: Authorizing the City to enter into CWSRF loan agreements with the Washington State Department of Ecology

Dr. Merriman provided the Staff report.

Motion: Councilmember Servatius moved to adopt Resolution 15-07, seconded by Councilmember Campbell, unanimously approved.

2. Amendment to the Department of Enterprise Services (DES) Contract for the City energy and lighting upgrade project.

Dr. Merriman provided the Staff report.

Motion: Councilmember Munns moved to authorize the Mayor to sign the Department of Enterprise Interagency Agreement No. K2548. Motion seconded by Councilmember Hizon, unanimously approved.

ADJOURN

Councilmember Munns moved to adjourn, seconded by Councilmember Campbell, unanimously approved.

Meeting adjourned at 2:54 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Workshop Meeting Minutes – 3:00 p.m.
March 25, 2015

CALL TO ORDER

Mayor Pro Tem Paggao called the meeting to order at 3:00 p.m. Mayor Pro Tem Paggao asked the staff and Council to provide introductions.

ROLL CALL

City Council Present:

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

Staff Present:

Finance Director/Deputy City Administrator Dr. Merriman
Public Works Director Cathy Rosen
Development Services Director Steve Powers
Chief of Police Ed Green
Chief of Fire Ray Merrill
Associate Planner Ray Lindenburg
City Engineer Joe Stowell
Harbor Master Chris Sublet
Building Official Dave Anderson
Operations Manager Steve Bebee
Human Resources Director Sara Piccone
New City Employee Personnel
Executive Assistant to the Mayor Kellye Mazzoli
City Clerk Anna Thompson

Mayor Scott Dudley was absent.

AGENDA

1. Introduction of New Employees

Human Resources Director Sarah Piccone introduced the following new employees to the City Council:

Philip Sellers, Police Department Records Supervisor, Jennifer Mathews, Accounting Cashier, Neil Anderson, Public Works Solid Waste Collector, and Brett Arvidson, Public Works Project Engineer

The new employees exited the meeting following the introductions at 3:04 p.m.

2. Departmental Briefings

a. FEMA – Revised Flood Insurance Rate Maps & Flood Insurance Study – DS

Development Director Steve Powers provided the Council with a brief update on pending flood concerns with FEMA.

Discussion among Councilmembers and Mr. Powers.

Councilmember Almberg asked what impact these issues have on the Waste Water Treatment Plant and City Engineer Joe Stowell answered his questions.

Mr. Anderson left the meeting at 3:23 p.m.

3. Pending Agenda Items

a. Cronin Forestry Contract (4/21) – PW

Public Works Director Cathy Rosen provided an update on the Cronin Forestry Contract and previous council discussions on the Contract with Cronin.

Ms. Rosen introduced the council with four different viable options with the property at Sleeper Road. Discussion among Council and staff regarding the options.

Councilmember Almberg made suggestions to the property.

b. Wastewater Treatment Plant Outfall - GMP Amendment No. 2 to Contract (4/07) – PW

City Engineer Joe Stowell gave brief power point presentation on Amendment No. 2 to Hoffman's contract relating to the Waste Water Treatment Plant Outfall project coming up for approval on the April 7, 2015 City Council Meeting.

Discussion among Council and staff.

c. Ordinance 1725: 2015-2016 Biennial Budget Amendment for Lighting Project (4/07) – Finance

Dr. Merriman explained the necessity of Ordinance 1725, amending the Biennial Budget in order to implement the new lighting project.

d. Resolution 15-06: Interfund Loan to Fund Ameresco Lighting Project (4/07) – Finance

Dr. Merriman gave a concise report on this item.

e. Ordinance 1726: Marina Spectator Rate (4/07) – DS

Harbor Master Chris Sublet and Ken Hulett, Marina Advisory Committee Chair provided the Council with a short presentation on proposed Ordinance 1726.

Councilmembers asked follow-up questions to Mr. Sublet.

f. Purchase Authorization – Fuel Pump Upgrades (4/21) – PW

Harbor Master Chris Sublet explained to Council the need to purchase two new fuel pumps at the Marina.

Councilmember Munns asked Finance Director Dr. Merriman whether the current budget provides for these two fuel pumps. Dr. Merriman explained that the budget would simply need to be adjusted to allow for this as fuel pump purchases are allotted in the Biennial Budget for year 2016.

g. Freund Marsh Restrictive Covenant (4/07) – PW

Public Works Director Cathy Rosen provided the Council with a brief report on this item.

There will be no change in the use of this property. This pending action will allow the Restrictive Covenant to be recorded with the County in order to comply with the WA State Department of Ecology conditions set in 2005.

Discussion among Councilmembers and staff.

h. Snyder Annexation (4/21) – DS

Assistant Planner Ray Lindenburg explained the annexation process for Council. Mr. Lindenburg informed the council that the purpose of the Snyder Petition is so that the property can connect to the City's sewer as their current septic system is failing.

Development Director Steve Powers answered Council's questions on this item.

4. iPad Orientation for City Council

Councilmember Servatius facilitated the iPad Orientation so that the Council members can use new City-issued iPads.

Informal training session among Council – learning to use the iPad.

Mayor Pro Tem Paggao adjourned the meeting 5:00 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Special Meeting Minutes
April 7, 2015 2:00 – 5:00 p.m.

CALL TO ORDER

Mayor Scott Dudley called the meeting to order at 2:00 p.m.

ROLL CALL

City Council Present:

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

Staff Present:

Finance Director/ Deputy City Administrator Dr. Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
Public Works Director Cathy Rosen
Chief of Fire Ray Merrill
Chief of Police Ed Green
Executive Assistant to the Mayor Kellye Mazzoli
City Engineer Joe Stowell
Project Engineer Brett Arvidson
Assistant City Attorney Grant Weed

Contractors in Attendance

Brian Matson – Carollo Engineer Project Manager
Karl Hadler – Carollo Engineer Project Design Manager
Tom Peterson – Hoffman Construction Vice President
Bryan Shirley – Hoffman Construction Superintendent
Chris Bjork – Hoffman Construction Estimator

Waste Water Treatment Plant Project Update

1. Introductions

Finance Director/ Deputy City Administrator Dr. Merriman, introduced the Special Meeting Agenda. He explained that the presentation will be detailed and complex. The purpose of the presentation is to provide a general overview of the Waste Water Treatment Plant Project, explain its history, and the rate impacts.

City Staff and Contractors involved with the Waste Water Treatment Plant introduced themselves.

There will be opportunity to ask questions at the end of each section and at the end of the meeting.

2. Project Goals

Dr. Merriman presented the Project Goals, which include: providing reliable wastewater treatment plant services; meet high water quality standards; allow phased expansion to meet future demands; and deliver construction and operation of a new facility by 2017 in a cost-effective manner.

3. Project History / Milestones

City Engineer Joe Stowell presented the Project History. He utilized maps on the power point to facilitate the presentation.

4. Facilities Plan to 30%

City Engineer Joe Stowell presented the facilities plan at 30% design. And overall site plan.

Karl Hadler, Carollo Engineer Project Design Manager, and Brian Matson Carollo Engineer Project Manager discussed the 30% design in greater detail. Carollo Engineers provided various renderings of the proposed treatment plant and explained the intended building layout.

Mr. Matson discussed projected cost differences between the Designers Carollo Engineers and Construction management Hoffman Construction.

Questions from Councilmember Hizon and Mayor Pro Tem Paggao.

5. Why GC/CM?

City Engineer Joe Stowell explained the GC/CM (General Contractor / Constructor Management) process and why the City decided to select this process versus Design, Bid, and Construction, or Design and Build. Mr. Stowell discussed the advantages of the GC/CM process such as earlier design and cost certainty and control.

Tom Peterson, Hoffman Construction Vice President, provided more information regarding the GC/CM and development process from start to finish on the project.

Mr. Matson provided additional contrast between going out for bids and the GC/CM process.

6. Cost / Funding / Rates Relationship

Finance Director Dr. Merriman began this section of the Agenda. He explained that the rate costs to the customers are based on overall Cost, Funding, and Schedule of the rates.

Carollo Project Manager Brian Matson discussed the projected overall cost of the Plant at 30% Design. He pointed out specific ongoing actions to reduce costs.

Dr. Merriman discussed funding mechanisms for the Project. The optimal funding package includes those sources which balance the lowest effective interest rate, the maximization of long-term savings, and the ability to pay.

The types of funding being pursued involve Grants/FP Loans (Forgivable Principle), SFR Loans (State Revolving Funds), and Revenue Bonds and all of these sources have different interest

rates. The ultimate goal is to develop a package which incorporates the lowest weighted average interest rate.

Tom Peterson of Hoffman Construction Vice President and Bryan Shirley, Hoffman Construction Superintendent, discussed the scheduling impacts related to financing and rate costs. Hoffman plans to begin early work construction in order to speed up the schedule and save costs, provided the as long as the construction cost matches the City's Budget.

Questions and discussion among Councilmembers, staff and contractors.

7. Key Decisions / Next Steps

City Engineer Joe Stowell introduced the Key Decisions / Next Steps item. He provided a list of upcoming projects that must take place throughout the spring and into this summer in order to move forward, such as construction of the outfall, decisions of aesthetics, utility relocation and site preparation, bond sales, phase-in solids, possible Bayshore extension, and authorize deep excavation.

Public Works Director Cathy Rosen discussed using the RV space for storage of the construction materials for the Plant is the most feasible location. Ms. Rosen informed the council that there are alternative areas to temporarily relocate the RV Park during construction, including: Lease private property on west side of Beekma Drive for soil stockpile – keep existing Staysail RV Park open; Lease private property on Bayshore Drive for use as a temporary RV Park; or Create partial hook-up RV sites at Marina.

Development Services Director Steve Powers discussed relocating the RV Park to the Marian in greater detail. Staff will present the option to relocate the RV Park at the May 5th City Council Meeting.

Questions among City Council regarding the RV Park relocation.

Mr. Powers discussed required permits including SEPA, Shoreline, Site Plan, Civil (utility) plans, grading and building permits, and landscaping.

City Engineer Joe Stowell spoke on the permit requirements with respect to archaeologist analysis requirements in order to execute the deep excavation.

Dr. Merriman provided an opportunity for the Council to ask questions. Mayor Scott Dudley asked the Council for their comments and questions on this presentation.

8. Other Topics

Mayor Dudley opened the meeting for public comment at 4:45 p.m.

Citizen Comments

Hal Hubby
Gray Jordan
Franji Christian

Mayor Dudley adjourned the meeting at 5:00 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Regular Meeting Minutes
April 21, 2015

CALL TO ORDER

Mayor Scott Dudley called the meeting to order at 6:00 p.m.

ROLL CALL

City Council Present:

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

Staff Present:

Deputy City Administrator/ Finance Director
Dr. Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
City Engineer Joe Stowell
Chief of Fire Ray Merrill
Chief of Police Ed Green
Operations Manager Steve Bebee
Project Engineer Brett Arvidson
Associate Planner Ray Lindenburg
City Clerk Anna Thompson

CALL TO ORDER

David J. Johnson, Pastor of First United Methodist Church of Oak Harbor, gave the invocation, and Mayor Scott Dudley led the Pledge of Allegiance.

HONORS AND RECOGNITIONS

Operations Manager Steve Bebee recognized Ephraim Robbins for his 10 Years of Service. Mr. Robbins was not present.

Police Chief Ed Green recognized Police Officer Jennifer Yzaguirre for 10 Years of Service. Officer Yzaguirre introduced her family.

Councilmember Jim Campbell read the Proclamation for National Day of Prayer 2015.

PRESENTATIONS

Wil Shellenberger, President of PBY Foundation, provided a brief presentation of the PBY Memorial Foundation & Naval Museum.

APPROVAL OF AGENDA

Motion: Councilmember Almberg moved to amend the Agenda by adding an additional 15 minute Comment Period just before item 12. Motion seconded by Councilmember Servatius, passed unanimously.

Motion: Councilmember Servatius moved to approve the Agenda as amended, seconded by Councilmember Severns, unanimously approved.

CITIZEN COMMENT PERIOD

Mayor Dudley opened the Citizen Comment Period at 6:19 p.m.

Citizens Speaking

Franji Christian, 651 SE Barrington Drive, E 101
J.J. Olsen, 651 SE Bayshore Drive, E 202
Dave Harrington, Oak Harbor resident
Bob Brown, 1388 SW Waterside
Hal Hovey, 2965 SW Scenic Heights
Kathy Ridle, 2506 High Point Lane

Mayor Dudley closed the comment period at 6:35 p.m.

Motion: Councilmember Hizon moved to extend the Comment Period for an additional ten (10) minutes, motion seconded by Councilmember Almberg, unanimously approved

Citizens Speaking

Judy Farncomb
Christon Skinner

There being no additional comments, Mayor Dudley closed the comment period at 6:42 p.m.

CONSENT AGENDA

- a. Minutes of the Special Workshop and Regular City Council meeting held on April 7, 2015
- b. Approval of Accounts Payable and Check Numbers
- c. Purchase Authorization – Marina Fuel Pump Upgrades
- d. Purchase Authorization – Dumpsters
- e. Resolution 15-05: Interfund Loan to fund Energy Efficient Lighting Upgrade (Ameresco)
- f. Authorization to enter into a Contract with MRSC for Small Works/Consultant/Vendor Roster Services
- g. Reappointment of Gene Barner and Lucas Yonkman to the Community Police Advisory Board
- h. Appointment of Sydney Prevost to serve in the Student Position of the Community Police Advisory Board and Chase Powell as Alternate

Motion: Councilmember Almberg moved to approve the Consent Agenda Items as presented, seconded by Councilmember Campbell, unanimously approved.

STAFF, MAYOR AND COUNCIL COMMENTS

City Administrator

Deputy City Administrator/ Finance Director Dr. Merriman announced the upcoming Investment Committee Meeting and Council Workshop tomorrow on April 22, 2015.

City Engineer Joe Stowell provided the Waste Water Treatment Plant Staff Update.

Mayor

Mayor Scott Dudley announced that the City of Oak Harbor among some of the Cities in Washington that were awarded the AWC Benefit Trust Well City Award for 2015. He thanked the Wellness Committee for their hard work.

Mayor Dudley spoke to the success of the 2015 Marathon and thanked the Race Director (Elks Club) managed by Elks Member Melissa Riker for the great work.

Councilmembers

Mayor Pro Tem Paggao extended sympathies to Ms. Munns and her family. Mr. Paggao participated in the hiring process for the construction management team for the construction of the Wastewater Treatment Plant. He thanked Chief Green and the Oak Harbor Police Department for arresting the graffiti suspect. He also thanked Councilmembers Servatius and Almberg for organizing community efforts to paint over the graffiti.

Councilmember Campbell extended his sympathies to Ms. Munns and her family.

Councilmember Almberg spoke on the site selection process for the Wastewater Treatment Plant. He shared that the Council visited several Wastewater Treatment Plants in various cities in the State of Washington and explained that these modern plants do not look like the traditional waste water plants. Mr. Almberg also explained particular timelines in place by State Departments. He invited members of the public to continue to be involved in the process.

Councilmember Munns made announcements regarding AWC session. She thanked Senator Bailey and Representative Norma Smith for advocating Oak Harbor's request for grant monies toward the Wastewater Treatment Plant.

Councilmember Severns also extended thoughts and prayers to Ms. Munns. Mr. Severns provided the Council with updates with the Economic Development Council and attendance at a Rural Pathway to Prosperity Conference, which focused on supporting our entrepreneurs and improving the local economy.

Councilmember Hizon thanked Pastor Johnson for the invocation. Ms. Hizon spoke to some of the erroneous assumptions voiced during the public comment period. She thanked the citizens for their input.

Councilmember Servatius spoke on the concerns voiced during the public comment period. He added that the City will attempt to provide information in a more effective manner.

ORDINANCE AND RESOLUTIONS
PUBLIC HEARINGS/PUBLIC MEETINGS

Resolution 15-09: 2015 Surplus List

Staff Report provided by City Engineer Joe Stowell.

Mayor Dudley opened the Public Hearing at 7:19 p.m., no comments, closed Hearing at 7:19 p.m.

Resolution 15-09: 2015 Surplus List

Motion: Councilmember Servatius moved to approve Resolution No.15-09, second from Councilmember Munns, unanimously approved.

Motion: Councilmember Servatius moved to declare certain non-utility property identified in Exhibit B as surplus and authorize the disposal of such items, seconded by Councilmember Munns, unanimously approved.

Snyder Annexation Request

Staff Report provided by Associate Planner Ray Lindenburg.

Mayor Dudley opened the Public Hearing at 7:25 p.m., no comments, closed hearing at 7:25 p.m.

Questions and Discussion among Development Director Steve Powers, Ray Lindenburg, and the Council.

Snyder Annexation Request

Motion: Councilmember Hizon moved to accept the annexation as proposed and to require the simultaneous adoption of proposed zoning regulations with annexation, and to require the property owner within the annexation area to assume a portion of the City's Indebtedness upon annexation, seconded by Councilmember Servatius, passed unanimously.

UNFINISHED BUSINESS

NEW BUSINESS

Special Event Permit for Race Week - Banquet (Liquor) Permit in Catalina Park

Police Chief Ed Green presented the staff report.

Mayor Dudley opened the Public Hearing at 7:42 p.m., no comments, closed Hearing at

Special Event Permit for Race Week - Banquet (Liquor) Permit in Catalina Park

Motion: Councilmember Servatius moved to accept the proposed conditions and authorize the permit for Race Week, motion seconded by councilmember Almberg, approved unanimously.

Mayor Dudley called a recess for five (5) minutes at 7:47 p.m., and reconvened the meeting at 7:54 p.m.

Reports from Cronin Forestry

City Engineer Joe Stowell provided the staff report.

Mayor Dudley opened the comment period at 8:00 p.m.

Citizens Speaking

Dave Harrington commented on the item.

Mayor Dudley closed the comment period at 8:01 p.m. after comments were made.

Reports from Cronin Forestry

Motion: Councilmember Almberg moved to authorize Cronin Forestry to: 1) Assist the City in obtaining a Class 3 FPA for clear-cutting the Sleeper Road properties; 2) Assist the City in preparing documents and timber sale contract for bidding; and 3) Assist with Answering questions during the bidding. Motion seconded by Councilmember Severns, majority of the Council approved.

Councilmember Hizon opposed the motion.

Wastewater Treatment Plant - Cultural Resource Memorandum of Agreement

City Engineer Joe Stowell provided the staff report.

Mayor Dudley opened the meeting for public comments at 8:13 p.m.

Hal Hovey asked a brief question and Mr. Stowell provided a response.

Mayor Dudley closed the public comment period at 8:13 p.m.

Dr. Merriman explained funding issues tied to this Agreement.

Wastewater Treatment Plant - Cultural Resource Memorandum of Agreement

Motion: Councilmember Servatius moved to authorize the Mayor to sign the Memorandum of Agreement with EPA, DOE, DAHP, Samish Indian Nation, the Stillaguamish Tribe of Indians, the Suquamish Tribe, the Swinomish Indian Tribal Community, the Snoqualmie Tribe, the Tulalip Tribes, and the Upper Skagit Indian Tribe. Seconded by Councilmember Munns, unanimously approved.

Wastewater Treatment Plant Outfall - GMP Amendment No. 2 to Contract with Hoffman

Mayor Dudley opened the meeting for public comment at 8:36 p.m.

Citizen Speaking

Susan Myers asked a question regarding the Outfall. City Engineer Joe Stowell Provided a response.

The Mayor closed the comment period at 8:36 p.m.

Questions and discussion among Councilmembers, City staff, and Hoffman Construction Manager Brian Shirley.

Wastewater Treatment Plant Outfall - GMP Amendment No. 2 to Contract with Hoffman

Motion: Councilmember Hizon moved to authorize the Mayor to sign AIA Document A133 – 2009 Exhibit A (GMP #2) in the amount of \$1,991,249 plus Sales Tax (\$173,239) with Hoffman Construction for construction of the Outfall Replacement. Motion Seconded by Councilmember Munns, unanimously approved.

ERCI Contract Amendment for Outfall

Staff report provided by City Engineer Joe Stowell.

Mayor Dudley opened the meeting for public comment at 8:47 p.m., no comments, closed the comment period at 8:47 p.m.

ERCI Contract Amendment for Outfall

Motion: Councilmember Servatius moved to authorize the Mayor to sign Amendment No. 4 to the Professional Services Agreement with Equinox Research Consulting International (ERCI) for Archaeological Services related to the new wastewater treatment plant in the amount of \$23,958.35, increasing the total contract amount from \$264,587.73 to \$288,546.08. Motion seconded by Councilmember Munns, unanimously approved.

CITIZEN COMMENT PERIOD

Mayor Dudley opened the second Citizen Comment Period at 8:51 p.m.

Citizen Speaking

Jill Johnson, Island County Commissioner
Susan Myers, Bayshore Drive resident

Mayor Dudley closed the comment period at 8:58 p.m.

Councilmembers provided responses to the Citizen's comments and questions.

Motion: Councilmember Servatius moved to suspend the Council Rules and extend the Council meeting to 10:00 p.m. Motion seconded by Councilmember Munns, unanimously approved.

EXECUTIVE SESSION

Mayor Dudley called a thirty (30) minute recess at 9:22 p.m. in order for the Council to enter into Executive Session to discuss Property Acquisition and Discussion of Property Sale.

Mayor Scott Dudley reconvened the meeting at 9:53 p.m.

Reconvene into open session for possible action relating to the purchase offer of surplus Property located at Fairhaven and SW Sixth Avenue

Motion: Councilmember Severns moved to accept the offer to purchase MLS No. 694443 to purchase surplus property located at Fairhaven and SW Sixth Avenue and authorize the Mayor to sign all necessary paper work to complete the sale. Motion Seconded by Councilmember Munns, unanimously approved.

ADJOURN

Motion: Councilmember Servatius moved to adjourn, seconded by Councilmember Severns, unanimously approved.

Meeting adjourned at 9:55 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Workshop Meeting Minutes
April 22, 2015

CALL TO ORDER

Mayor Pro Tem Paggao called the meeting to order at 3:00 p.m. and lead the introductions for Council and staff.

ROLL CALL

City Council Present:

Mayor Pro Tem Danny Paggao
Councilmember Rick Almberg
Councilmember Jim Campbell
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

City Administrator Larry Cort
Finance Director Dr. Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
Public Works Director Cathy Rosen
Human Resources Director Sara Piccone
City Engineer Joe Stowell
Chief of Fire Ray Merrill
Deputy Chief of Fire Mike Buxton
Chief of Police Ed Green
Building Official Dave Anderson
Project Engineer Brett Arvidson
Senior Planner Cac Kamak
Budgeting/Purchasing Specialist Sandra Place
Executive Assistant to the Mayor Kellye Mazzoli

Councilmembers Bob Severns and Tara Hizon, and Mayor Dudley were absent.

AGENDA

1. Introduction of New Employees

Sara Piccone, Human Resources, Director, introduced the following new employees:

Cody West, Plans Examiner
Dennis LeFevre, Senior Planner

2. Pending Agenda Items

a. Wastewater Treatment Plant

- i. Training Facility (5/05) – PW

City Engineer Joe Stowell discussed building a training facility amenity at the wastewater treatment plant. The facility would be located on the second story and would provide a nice forum for meetings and conferences. Staff needs to know whether to include a training facility in the design plans moving forward to 60% design.

Questions and discussion among Councilmembers.

ii. Parking (5/05) – PW

Joe Stowell presented parking issues at the wastewater treatment plant. Mr. Stowell discussed potential parking options.

Discussion among staff and members of Council.

iii. Whidbey Island Bank Lease Proposal – Admin

Dr. Merriman Financial Director opened the discussion for a proposed lease agreement from Jason Joiner of Windermere Properties for the Bank building.

Councilmember AlMBERG noted that he has had prior business dealings with the parties involved with the lease proposal and allowed the opportunity for recusal before making comments.

The City Attorney affirmed that at this point no recusal is necessary since no decisions are being made.

Jason Joiner, Realtor with Windermere Properties, further explained the lease proposal.

Discussion among Council.

b. Labor Agreement Opener between the City of Oak Harbor and Oak Harbor Firefighters Local 4504 IAFF (5/05) – HR

Human Resources Director Sara Piccone presented item 2.b

No questions.

c. Reclassification of Fire Department Paid on Call Employees (5/05) – FD

Chief of Fire Ray Merrill briefed the Council on reclassification of Paid on Call Employees. This change will not affect salaries.

Dr. Merriman explained how the reclassification of positions will not affect the budget.

Questions among City Council.

d. Reorganization of the Fire Department (5/05) – FD

Chief of Fire Ray Merrill briefed the Council on the Fire Department Reorganization. He presented a proposed organizational chart for the Council on power point.

Questions among City Council.

e. Construction Management Services related to the WWTP (5/05) – PW

City Engineer Joe Stowell presented this item.

No further discussion.

f. Bonding Discussion for the Wastewater Treatment Plant

Finance Director Dr. Merriman presented the bonding discussion for the wastewater treatment plant.

Questions among City Council.

g. Mangat Annexation Petition (5/19) – DS

Senior Planner Cac Kamak provided the report on the proposed Annexation. Mr. Kamak shared copies of a letter received from the Mangat property owners with City Council.

Mr. Kamak pointed out challenges with the Mangat Petition. Development Director Steve Powers made additional comments on the Petition.

No questions.

h. Landed Gentry water main over-sizing reimbursement for Fairway Point 3 (5/05) – PW

City Engineer Joe Stowell presented the water main over-sizing reimbursement item.

Questions among City Council.

i. Purchase Authorization – Vehicle Replacements (5/05) – PW

Public Works Director Cathy Rosen briefed the council on vehicle replacements.

Councilmember Campbell asked a question.

j. OHMC 1.30 Sale or Exchange of Real Property (5/05) – Legal

City Attorney Nikki Esparza presented this item.

No questions.

3. Emerging Issues

a. Vision Statement and County Wide Planning Policies – DS

Senior Planner Cac Kamak provided to council with an update on the Vision statement and Planning Policies.

Councilmember Munns commented on this item.

Meeting adjourned at 5:00 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Regular Meeting Minutes
May 5, 2015

CALL TO ORDER

Mayor Pro Tem Paggao called the meeting to order at 6:00 p.m.

ROLL CALL

City Council Present:

Mayor Pro Tem Danny Paggao
Councilmember Tara Hizon
Councilmember Jim Campbell
Councilmember Bob Severns
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

City Administrator Larry Cort
Finance Director Dr. Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
Public Works Director Cathy Rosen
City Engineer Joe Stowell
Chief of Fire Ray Merrill
Chief of Police Ed Green
City Clerk Anna Thompson

Mayor Dudley and Councilmember AlMBERG were absent.

CALL TO ORDER

Pastor Michael Hurley of Life Church gave the invocation, and Mayor Pro Tem Paggao led the Pledge of Allegiance.

Motion: Councilmember Munns moved to excuse Councilmember AlMBERG, seconded by Councilmember Servatius, unanimously approved.

HONORS AND RECOGNITIONS

Proclamation in Recognition of Oak Harbor Centennial Year

Councilmember Beth Munns read the Proclamation in Recognition of Oak Harbor Centennial Year, accepted by City Administrator Dr. Cort.

Proclamation in Honor of National Nurses Week 2015

Councilmember Jim Campbell read the Proclamation in Honor of National Nurses Week 2015. Captain Cormier and Lieutenant Angela Kelly received the proclamation.

Proclamation in Recognition of National Bike to School Day

Councilmember Servatius Proclamation in Recognition of National Bike to School Day
Mike Plush, President of the Whidbey Island Bicycle Club, accepted the Proclamation.
Mr. Plush announced local events scheduled with the Bicycle Club.

Public Works Director Cathy Rosen recognized Richard Fakkema for 10 years of service. Mr. Fakkema received the City fleece and pin.

Mrs. Rosen recognized Otto Lawson for 15 years of service and Mr. Lawson accepted the City fleece and pin.

PRESENTATIONS

Bennett Harris, President, provided a brief presentation of Toastmasters International – Whidbey Sounders Club.

APPROVAL OF AGENDA

Motion: Councilmember Servatius moved to approve the Agenda as presented, seconded by Councilmember Campbell, unanimously approved.

CITIZEN COMMENT PERIOD

Mayor Pro Tem Paggao opened the Citizen Comment Period at 6:27 p.m.

Citizens Speaking

Christine Cribb, Executive Director of the Chamber of Commerce
Hal Hovey

The Citizen Comment Period ended at 6:34 p.m.

CONSENT AGENDA

- a. Minutes of the Regular City Council meetings held on April 7, 2015 and April 21, 2015; and Workshop held April 22, 2015
- b. Approval of Accounts Payable and Check Numbers
- c. Purchase Authorization – Vehicle Replacements
- d. Purchase Authorization – Valve Rebuilds
- e. Purchase Authorization – Progator and Sprayer
- f. Interlocal Agreement – Acceptance of Washington State Military Department Homeland Security Grant (#E15-194)
- g. Resolution 15-04: Labor Agreement between City and Oak Harbor Firefighters Local 4504 IAFF
- h. Resolution 15-10: Reclassification of Paid on Call Employees
- i. Resolution 15-13: Fire Department Structure
- j. Ordinance 1728: OHMC 1.30 Sale or Exchange of Real Property

Motion: Councilmember Servatius moved to approve the Consent Agenda as presented, seconded by Councilmember Munns, unanimously approved.

STAFF, MAYOR AND COUNCIL COMMENTS

City Administrator

Wastewater Treatment Plant Staff update

Presented by City Engineer Joe Stowell

City Council asked Mr. Stowell questions regarding the costs involved with the project.

Dr. Cort announced that the Oak Harbor Centennial Celebration will kick off on May 14, 2015. The Fire Department will host an open house from 2:00- 6:00 p.m. on May 14th.

The Whidbey Island Marathon 2015 report from the Oak Harbor Elks will be presented at the June 2, 2015 City Council Meeting.

Mayor

Mayor Pro Tem Paggao introduced the new art present in the City Council Chambers, by Artist Rainy Lindell. Ms. Lindell is a resident of Coupeville, WA.

Councilmembers

Councilmember Munns announced that the AWC convention registration is open. Ms. Munns informed the public that the High School Wildcat Sailing Team received the Sportsman of the Year Award.

Councilmember Severns is working on new methods to support entrepreneurs in Oak Harbor. Mr. Severns asked for a letter of recommendation from the City for the Mainstreet Committee, to be addressed to Washington Trust for Historic Preservation and Washington Mainstreet Program.

Councilmember Campbell spoke to the success of Holland Happening and thanked all who helped with the event.

Councilmember Servatius commented that he will be volunteering in the North Whidbey Fire practice burn.

Motion: Councilmember Servatius moved to instruct staff to prepare an agenda item to discuss the current status of the RV park location plan, and estimated timeline for completion to be presented at the May 19, 2015 Council Meeting, motion seconded by Councilmember Severns.

Dr. Cort responded that staff would have some information available to Council regarding the RV location on May 19th.

Councilmember Hizon requested information of staff on how to improve the crosswalk located at Pioneer in front of PBY Memorial, and a frequently crossed area at Barron Drive and Highway 20 near Whidbey Coffee and Seven Eleven.

ORDINANCE AND RESOLUTIONS

PUBLIC HEARINGS/PUBLIC MEETINGS

Resolution 15-14: WWTP – Use of property underlying the Whidbey Island Bank Building after Construction

City Engineer Joe Stowell provided the staff report via power point.

Mayor Pro Tem Paggao opened the item for public comment at 7:26 p.m.

Citizens Speaking

Hal Hovey

Franji Christian

Mayor Pro Tem closed comment period at 7:28 p.m. after all comments ended.

City Engineer Joe Stowell answered questions from the public and City Council.

Mayor Pro Tem Paggao called a five minute recess at 7:35 p.m., and reconvened the meeting at 7:41 p.m.

Councilmembers made additional comments on proposed Resolution 15-14.

Motion: Councilmember Munns moved to delay the decision on [Resolution 15-14] until the May 19, 2015 Council Meeting with further information provided by the staff, seconded by Councilmember Campbell, motion passed by majority vote.

Councilmember Servatius voted against the motion.

UNFINISHED BUSINESS

NEW BUSINESS

Wastewater Treatment Plant - Department of Natural Resources Lease related to the Outfall Construction

Staff report presented by City Engineer Joe Stowell

Mayor Pro Tem Paggao opened the item for public comment at 8:33 p.m., no comments, closed comment period at 8:33 p.m.

Wastewater Treatment Plant - Department of Natural Resources Lease related to the Outfall Construction

Motion: Councilmember Hizon moved to authorize the Mayor to sign Department of Natural Resources 51-090779 for construction of the outfall project, motion seconded on Councilmember Campbell, unanimously approved.

Professional Services Agreement with KBA for Construction Management Services related to the Waste Water Treatment Plant

Staff report presented by City Engineer Joe Stowell

Mayor Pro Tem Paggao opened the item for public comment at 8:42 p.m., no comments, closed comment period at 8:42 p.m.

Professional Services Agreement with KBA for Construction Management Services related to the Waste Water Treatment Plant

Motion: Councilmember Servatius moved to authorize the Mayor to sign a Professional Service Agreement with KBA, Inc. on a time and materials basis not to exceed \$295,500.00. Motion seconded by Councilmember Severns, unanimously approved.

Wastewater Treatment Plant - Carollo Engineers Consultant Agreement Amendment No. 11 related to the Outfall Construction

City Engineer Joe Stowell provided the staff report.

Mayor Pro Tem Paggao opened the item for public comment at 8:49 p.m.

Citizens Speaking

Hal Hovey

Comment period closed at 8:50 p.m.

Wastewater Treatment Plant - Carollo Engineers Consultant Agreement Amendment No. 11 related to the Outfall Construction

Motion: Councilmember Hizon moved to authorize the Mayor to sign Contract Amendment No. 11 with Carollo Engineers in the amount of \$201,876.00, increasing the total contract amount from \$7,907,388.00 to \$8,109,264.00. Motion seconded by Councilmember Servatius, motion passed unanimously.

City Council set a Special Workshop Meeting on Monday 19, 2015 from 3:00 p.m. to 5:00 p.m. to discuss proposed Resolution 15-14.

ADJOURN

Motion: Councilmember Servatius moved to adjourn, seconded by Councilmember Severns, unanimously approved.

Meeting adjourned at 8:58 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Special Workshop Meeting Minutes
May 19, 2015

CALL TO ORDER

Mayor Pro Tem Paggao called the meeting to order at 3:00 p.m.

ROLL CALL

City Council Present:

Mayor Pro Tem Danny Paggao
Councilmember Joel Servatius
Councilmember Jim Campbell
Councilmember Bob Severns
Councilmember Rick Almberg

Staff Present:

City Administrator Larry Cort
Finance Director Dr. Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
Public Works Director Cathy Rosen
City Engineer Joe Stowell
Project Engineer Brett Anderson
Executive Assistant to the Mayor Kellye Mazzoli

Councilmember Munns arrived at 4:30 p.m.

Councilmember Hizon and Mayor Scott Dudley were absent.

AGENDA

1. Discussion Regarding Resolution 15-14: WWTP – Use of property underlying the Whidbey Island Bank Building after Construction

City Administrator Dr. Cort introduced Resolution 15-14 for discussion.

- a. City Council comments and questions submitted to staff

Public Works Director Cathy Rosen responded to Councilmembers' specific questions submitted to staff that relate to the bank building.

Dr. Merriman spoke on the issue of funding the waste water treatment plant and costs to the rate payers.

Cathy Rosen walked the council through other potential sites for the waste water treatment plant using a large areal map.

Discussion among Council and staff.

- b. Staff response to Council comments and questions

Dr. Cort invited the Council to respond to citizen's written comments relating to the discussion of Resolution15-14.

Questions and discussion among Council members and staff.

Mayor Pro Tem Paggao adjourned the meeting at 4:01 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Regular Meeting Minutes
May 19, 2015

CALL TO ORDER

Mayor Pro Tem Paggao called the meeting to order at 6:00 p.m.

ROLL CALL

City Council Present:

Mayor Pro Tem Danny Paggao
Councilmember Tara Hizon
Councilmember Jim Campbell
Councilmember Bob Severns
Councilmember Beth Munns
Councilmember Joel Servatius
Councilmember Almberg

Staff Present:

City Administrator Larry Cort
City Attorney Nikki Esparza
Development Services Director Steve Powers
Public Works Director Cathy Rosen
City Engineer Joe Stowell
Fire Department Captain Craig Anderson
Firefighter Genevieve Reeves
Police Captain Teri Gardner
Project Engineer Brett Arvidson
Senior Planner Cac Kamak
Senior Services Administrator Mike McIntyre
Executive Assistant to the Mayor Kellye Mazzoli
City Clerk Anna Thompson

Mayor Scott Dudley was absent.

CALL TO ORDER

Pastor Burleson of Living Faith Christian Center gave the invocation, and Mayor Pro Tem Paggao led the Pledge of Allegiance.

HONORS AND RECOGNITIONS

Councilmember Joel Servatius read the Proclamation for National Public Works Week (May 17-23, 2015). Public Works Director Cathy Rosen received the Proclamation.

PRESENTATIONS

Jeff Campbell, Former Commander, provided a brief presentation of the Deception Pass Sail and Power Squadron.

APPROVAL OF AGENDA

Motion: Councilmember Servatius moved to have item 12.a [Executive Session] to precede Item 10.a [Unfinished Business]. Motion seconded by Councilmember Campbell, unanimously approved.

Motion: Councilmember Severns moved to approve the Agenda as amended, seconded by Councilmember Servatius, unanimously approved.

CITIZEN COMMENT PERIOD

Mayor Pro Tem Paggao opened the Citizen Comment Period at 6:12 p.m.

Citizens Speaking

Paul Brewer, Oak Harbor resident
Hal Hovey, 2765 SW Scenic Heights Rd., Oak Harbor
Bob Brown, 1788 SW Waterside, Oak Harbor
Tom Tveit
Franji Christian

The Citizen Comment Period ended at 6:27 p.m.

CONSENT AGENDA

- a. Minutes of the Regular City Council meeting held on May 5, 2015
- b. Approval of Accounts Payable and Check Numbers
- c. Reappointment of Danny Paggao and Bob Severns to the LEOFF 1 Disability Board
- d. Reappointment of Dee Harbour to the Parks Board
- e. Resolution 15-12: Revising Resolution 15-08 regarding City-owned Surplus Property
- f. Ordinance 1730: Amending OHMC 3.64.110 "Booking fee" and Resolution 15-16: Amending the OHPD Fee Schedule
- g. NE 4th Avenue water line replacement – Authorization to Bid

Motion: Councilmember AlMBERG moved to accept the Consent Agenda as presented, seconded by Councilmember Campbell, unanimously approved.

STAFF, MAYOR AND COUNCIL COMMENTS

City Administrator

Wastewater Treatment Plant Staff update
Presented by City Engineer Joe Stowell

Councilmember AlMBERG inquired about the timeline of the project to City Administrator Dr. Cort.

Dr. Cort reported on the Fire Department Open House for the Centennial kick off on May 14, 2015.

Mayor

No Comments.

Councilmembers

Councilmember Severns shared Economic Development Council updates. Councilmember Servatius encouraged citizens to contact the Council with questions about the waste water treatment plant and the possible relocation of the ball fields on Bayshore Drive.

Councilmember Hizon asked that citizens come to the Council with questions they have relating to the waste water treatment plant and any other questions. Ms. Hizon shared information she learned at a FEMA training this afternoon relating to the importance of being prepared in emergency situations.

ORDINANCE AND RESOLUTIONS

PUBLIC HEARINGS/PUBLIC MEETINGS

Resolution 15-15: Mangat Annexation Petition

The staff report was presented by Senior Planner Cac Kamak.

Mayor Pro Tem Paggao opened the item for public comment at 7:06 p.m.

Citizen Comments

Paul Brewer

Mayor Pro Tem closed comment period at 7:07 p.m. after all comments ended.

Discussion between Councilmembers and Mr. Kamak.

Resolution 15-15: Mangat Annexation Petition

Motion: Councilmember Hizon moved to adopt Resolution 15-15 rejecting the proposed annexation of the Mangat Properties. Motion seconded by Councilmember Servatius unanimously approved.

Mayor Pro Tem Paggao called a five minute recess at 7:19 p.m., reconvened the meeting at 7:24 p.m.

EXECUTIVE SESSION

Mayor Pro Tem Paggao called a recess for fifteen (15) minutes at 7:25 p.m. for Executive Session regarding property Acquisition, and reconvened the meeting at 7:45 p.m.

UNFINISHED BUSINESS

Resolution 15-14: WWTP – Use of property underlying the Whidbey Island Bank Building after Construction

City Engineer Joe Stowell provided the staff report.

Mayor Pro Tem Paggao opened the meeting for public comments at 7:47 p.m.

Citizens Speaking

Skip Pothilla, 1090 SE Hathaway, Oak Harbor

Paul Brewer, Oak Harbor resident
Tom Tveit
J.J. Olsen

Mayor Pro Tem Paggao closed the public comment period at 7:58 p.m.

Discussion among City Council and staff.

Resolution 15-14: WWTP – Use of property underlying the Whidbey Island Bank Building after Construction

Motion: Councilmember Servatius moved to approve Resolution 15-14, motion seconded by Councilmember Munns, approved unanimously.

NEW BUSINESS

Authorize Landed Gentry water main over-sizing reimbursement for Fairway Point 3
City Engineer Joe Stowell provided the staff update.

Mayor Pro Tem Paggao opened the meeting for public comment at 8:15 p.m.

Citizens Speaking
Brian Gentry

Mayor Pro Tem closed the meeting at 8:16 p.m.

Authorize Landed Gentry water main over-sizing reimbursement for Fairway Point 3

Motion: Councilmember Hizon moved to authorize payment for over-sizing the water mains in Fairway Point in the amount of \$58,868.34. Motion seconded by Councilmember Severns, approved unanimously.

Discussion regarding RV Park location plan and estimated timeline for completion

Dr. Cort announced that this item was brought forward by Councilmember Servatius at the May 5, 2015 Council Meeting, requesting an update from staff on the current status of the possible relocation of the RV Park to the Marina.

Comments among Councilmembers regarding the discussion item.

Councilmember Munns suggested the city look at all angles from a cost-benefit viewpoint in relation to temporarily closing the RV Park.

Councilmembers Servatius, Campbell, Almberg, Severns and Hizon spoke in support of temporarily relocating the RV Park to the Marina during the construction of the Waste Water Treatment Plant.

Councilmember Severns asked whether Dr. Cort has information on the direction the Mayor proposes to take regarding the potential RV Park relocation.

Councilmember Severns requested that we consider other relocation options if relocating the RV Park to the Marina is no longer available.

City Engineer Joe Stowell and Public Works Director Ms. Rosen answered Council's questions regarding the proposed closure dates for the RV Park and the amount of notice provided.

Councilmember Munns requested that Dr. Cort ask the Mayor to provide the Council with information on the RV Park. Dr. Cort explained that he would relay any messages the council may have to the Mayor and added the Council has access to request such information from the Mayor as well.

Mayor Pro Tem Paggao requested information on the relocation of the RV Park as such item was added to the Agenda at the May 5th meeting.

Motion: Councilmember Servatius move to suspend the council rules and extend the meeting time to 10:00 p.m., motion seconded by Councilmember Almberg, and unanimously approved.

Motion: Councilmember Almberg moved that in an effort to reduce the loss of revenue from the RV Park and negative cost impacts to the waste water treatment plant, the council has a very strong preference for the mayor and staff to prepare a schedule and cost estimate for the temporary relocation of the RV Park at the Marina and the report to be deliverable no later than June 2, 2015 Council meeting. Main Motion seconded by Councilmember Campbell, unanimously approved.

Councilmember Servatius requested that if the Mayor is not available at that time, to encourage a written statement or a speaker phone available in council chambers to facilitate that discussion.

Select three (3) Voting Delegates for the AWC Business Meeting on June 25, 2015 at the Wenatchee Convention Center

Brief discussion among City Council.

Motion: Councilmember Servatius moved to nominate Councilmember Campbell, Almberg and Severns as voting delegates at the AWC Convention, Motion seconded by Councilmember Campbell, unanimously approved.

ADJOURN

Motion: Councilmember Campbell moved to adjourn, seconded by Councilmember Almberg, unanimously approved.

Meeting adjourned at 9:10 p.m.

Anna M. Thompson, City Clerk

Oak Harbor City Council
Regular Meeting Minutes
June 2, 2015

CALL TO ORDER

Mayor Scott Dudley called the meeting to order at 6:00 p.m.

ROLL CALL

City Council Present:

Mayor Scott Dudley
Mayor Pro Tem Danny Paggao
Councilmember Rick Almberg
Councilmember Jim Campbell
Councilmember Bob Severns
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

City Administrator Larry Cort
Finance Director Doug Merriman
City Attorney Nikki Esparza
Development Services Director Steve Powers
Public Works Director Cathy Rosen
City Engineer Joe Stowell
Chief of Fire Ray Merrill
Chief of Police Ed Green
Parks Manager Hank Nydam
Project Engineer Brett Arvidson
Executive Assistant to Police Chief Meg Massey
Executive Assistant to the Mayor Kellye Mazzoli
City Clerk Anna Thompson

Councilmember Hizon was absent.

CALL TO ORDER

Cesar Muego, Pastor of the Filipino Christian Fellowship Church gave the invocation, and Mayor Dudley led the Pledge of Allegiance.

Motion: Councilmember Munns moved to Excuse Councilmember Hizon. Motion seconded by Councilmember Servatius, unanimously approved.

HONORS AND RECOGNITIONS

Employee Recognition

Parks Manager Hank Nydam recognized Employee John Wollschlager for 15 years of service. Mr. Wollschlager accepted a fleece and pin from Mr. Nydam on behalf of the City's appreciation for his services.

Proclamation for Pride Month

Motion: Councilmember Munns moved to move the Proclamation in Recognition for Pride Month to June 16th [Council Meeting.] Motion seconded by Councilmember Severns, unanimously approved.

PRESENTATIONS

Barbara Wilson, President of the Whidbey Island Nordic Lodge provided a brief presentation about the Nordic Lodge of Whidbey Island.

Police Chief Ed Green presented the 2014 Police Department Annual Report along with a power point presentation. Meg Massey, the Executive Assistant to the Police Chief, accompanied him during the presentation.

APPROVAL OF AGENDA

Motion: Councilmember Servatius moved to approve the Agenda as presented. Motion seconded by Councilmember Munns, unanimously approved.

CITIZEN COMMENT PERIOD

Mayor Dudley opened the Citizen Comment Period at 6:38 p.m.

Citizens Speaking

Susan Myers, 651 SE Bayshore Drive, E-301, Oak Harbor
Hal Hovey, 2765 SW Scenic Heights, Oak Harbor
Bob Olsen, 1370 SE 7th Place, Oak Harbor

The Citizen Comment Period ended at 6:47 p.m.

CONSENT AGENDA

- a. Minutes of the Special Workshop and Regular City Council meetings held on May 19, 2015
- b. Approval of Accounts Payable and Check Numbers
- c. Ordinance 1729: Amending OHMC Ch. 13.36 entitled "Fire Protection Systems" and Resolution 15-17: Amending Schedule F of the Master Fee Schedule
- d. Ordinance 1734: Adoption of Official Zoning Map
- e. Resolution 15-18: Island County Hazard Mitigation Plan

Motion: Councilmember Almberg moved to amend Consent Agenda Item 6.a: the May 19th Special Workshop Minutes to reflect that Mr. Almberg was present at the meeting, second from Councilmember Servatius, unanimously approved.

Motion: Mayor Pro Tem Paggao moved to approve the Consent Agenda as amended, seconded by Councilmember Severns, unanimously approved.

STAFF, MAYOR AND COUNCIL COMMENTS

City Administrator

Wastewater Treatment Plant Staff update
Presented by City Engineer Joe Stowell

Councilmembers asked City Engineer Mr. Stowell questions on the Wastewater Treatment Plant.

Dr. Cort announced that following the regularly scheduled Workshop at 3:00 p.m. on June 17, 2015, the Council will hold a Special Workshop Meeting to update the public on the Charrette Design Workshop and the Wastewater Treatment Plant design in general.

Mayor

Mayor Dudley spoke to discussion relating to the RV Park Relocation that occurred at the last Council meeting on May 19, 2015. He informed the Council that there was no intent to keep such requested information from the Council on May 19th.

Mayor Dudley then spoke on an economic situation in the downtown area where a business owner is planning to open a bicycle shop.

Mayor Dudley called a 5-minute recess at 7:28 p.m., and reconvened the meeting at 7:34 p.m.

Councilmembers

Mayor Pro Tem Paggao commented that he is in favor of the American Democratic form of our government as the foundation of our Country.

Councilmember Campbell provided updates from the Northwest Clean Air Agency and Island County Tourism Board.

Councilmember Almberg opined that he is committed to ensure that both the cost aspect and the social benefits related to the Wastewater Treatment Plant project are balanced.

Councilmember Munns thanked Chief Merrill for the successful Oak Harbor Fire Department graduation for Paid on Call Fire Fighter recruits.

Councilmember Severns commented on the success of the Paid on Call graduation at the Fire Department. Mr. Severns provided updates from the Economic Development Council (EDC) and also informed the community that the EDC has announced a large amount of job openings in the City. Mr. Severns spoke in support of economic development and small business in the City of Oak Harbor.

Councilmember Servatius responded to some of the Mayor's comments made during the Mayor's Comment period.

ORDINANCE AND RESOLUTIONS

Ordinance 1720: Amendment to Site Plan Review Procedures Code (OHMC 19.48)
Development Services Director Steve Powers presented the staff report.

Mayor Dudley opened the meeting for the Public Hearing at 7:53 p.m., no comments, closed the hearing at 7:53 p.m.

Ordinance 1720: Amendment to Site Plan Review Procedures Code (OHMC 19.48)

Motion: Councilmember Servatius moved to approve Ordinance No. 1720. Motion seconded by Councilmember Munns, unanimously approved.

Ordinance 1733: Amending OHMC Chapter 19.36 entitled 'Sign Code'
Steve Powers, Director of Development Services presented the staff report.

Mayor Dudley opened the meeting for public comment at 7:58 p.m.

Citizens Speaking

Martha Yount
Barbara Berry Jacobs, 1385 SE 9th
Sandi Peterson, 964 NW Longview Drive

After comments ended, Mayor Dudley closed the comment period at 8:01 p.m.

Councilmembers asked follow-up questions to Development Services Director Steve Powers.

Ordinance 1733: Amending OHMC Chapter 19.36 entitled 'Sign Code'

Motion: Councilmember Severns moved to adopt Ordinance No. 1733, motion seconded by Councilmember Almberg, unanimously approved.

Resolution 15-19: Adopting Oak Harbor City Street Light Pole Banner Policy
City Attorney Nikki Esparza provided the staff report.

Mayor Dudley opened the meeting for public comment at 8:16 p.m., no comments, closed the comment period at 8:16 p.m.

Resolution 15-19: Adopting Oak Harbor City Street Light Pole Banner Policy

Motion: Councilmember Servatius moved to adopt Resolution 15-19. Councilmember Campbell seconded the motion, unanimously approved.

PUBLIC HEARINGS/PUBLIC MEETINGS

UNFINISHED BUSINESS

NEW BUSINESS

Proposal to allow placement of the Prowler Memorial at the Marina lookout on E Pioneer Way near Pasek Street

Cathy Rosen, Director of Public Works, presented the staff report.
Mayor Dudley opened the meeting for public comment at 8:22 p.m.

Citizens Speaking

Phelps McIlvaine

There being no further comments, Mayor Dudley closed public comment period at 8:24 p.m.

Proposal to allow placement of the Prowler Memorial at the Marina lookout on E Pioneer Way near Pasek Street

Councilmembers spoke in favor of the Prowler Memorial.

Motion: Councilmember Severns moved to approve the proposal to allow placement of the Prowler Memorial at the Marina lookout on East Pioneer Way near Pasek Street, seconded by Councilmember Campbell, unanimously approved.

Report on the possible relocation of the RV Park to the Marina during the Wastewater Treatment Plant Construction

Dr. Cort introduced the item.

Cathy Rosen, Director of Public Works, presented the staff report.

Ms. Rosen provided a cost estimate of \$85,000.00 for installation of temporary water and power service to potentially 20 RV sites between the RV fence and Navy Base at the Oak Harbor Marina site. Ms. Rosen suggested moving this item to the Marina Advisory Committee if Council is interested in moving forward with the temporary relocation at the Marina.

Mayor Dudley opened the meeting for public comment at 8:32 p.m.

Citizens Speaking

Bob Olsen

Mayor Dudley closed the public comment period at 8:34 p.m.

Discussion and questions among Councilmembers and staff regarding the possible temporary relocation of the RV Park.

Motion: Councilmember Servatius moved to suspend the Council Rules and extend the meeting to 9:30 p.m., seconded by Councilmember Severns, unanimously approved.

Report on the possible relocation of the RV Park to the Marina during the Wastewater Treatment Plant Construction

Main Motion: Councilmember Campbell moved to study all three options for the RV Park move. Motion seconded by Mayor Pro Tem Paggao.

Motion to Amend Main Motion: Councilmember Campbell moved to consider the following three options: 1) on the base at former Navy Lodge location, 2) Carl Freund property across from RV Park as lay down area, and 3) Carl Freund's property in between 7-Eleven and the Bank Property. Councilmember AlMBERg seconded the motion. Majority of the Council opposed the motion and motion failed.

Councilmember Campbell voted in favor of the motion.

Councilmembers AlMBERg, Munns, Severns, Servatius and Mayor Pro Tem Paggao voted in opposition to the Motion.

Action on Main Motion: Councilmember Campbell moved to study all three options for the RV Park move. Motion seconded by Mayor Pro Tem Paggao. Majority of the Council opposed the motion and motion failed.

Councilmember Campbell voted in favor of the motion,

Councilmembers AlMBERg, Munns, Severns, Servatius and Mayor Pro Tem Paggao voted in opposition to the Motion.

Councilmember Campbell invited the Council to make a commitment to restore the RV Park once construction of the Wastewater Treatment Plant is complete.

ADJOURN

Motion: Councilmember AlMBERg moved to adjourn, seconded by Councilmember Severns, unanimously approved.

Meeting adjourned at 9:17 p.m.

Anna M. Thompson, City Clerk