

Oak Harbor City Council
Regular Meeting Minutes
March 18, 2014

CALL TO ORDER

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

ROLL CALL

Present:

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

Staff Present:

City Administrator Larry Cort
Development Service Director Steve Powers
Administrative Assistant Kathy Gifford,
Chief of Police Ed Green
Finance Director Doug Merriman
Attorney Nikki Esparza
Fire Chief Ray Merrill
Public Works Director Cathy Rosen
Senior Planner Cac Kamak

Councilmember Rick Almberg was excused.

PLEDGE OF ALLEGIANCE/INVOCATION

Pastor Tim Geist of Bible Baptist Church gave the invocation.

PRESENTATION

Mike Stamper, Executive Director for Island Chapter Red Cross gave a presentation regarding the Red Cross services available to the community.

APPROVAL OF AGENDA

Mayor Dudley asked City Council to add Councilmember Almberg's excused absence as consent agenda item h. and to add property acquisition to the executive session.

Motion: Councilmember Hizon moved to approve adding Councilmember Almberg's excused absence to the consent agenda and to add property acquisition to the executive session. The motion was seconded by Councilmember Campbell and carried unanimously.

Motion: Councilmember Severns moved to approve the amended agenda. The motion was seconded by Councilmember Munns and carried unanimously.

CITIZEN COMMENTS PERIOD

Mayor Dudley opened the comment period at 6:10 p.m. Seeing none the comment period was closed.

CONSENT AGENDA

- a. Minutes of the Regular City Council meeting held on March 4, 2014
- b. Approval of *Accounts Payable Check Numbers*:
 - Voucher Numbers 157476 in the amount of \$160.96
 - Voucher Numbers 157477 through 157676 in the amount of \$779,351.27Approval of *Payroll Voucher Numbers*:
 - Direct Deposit Numbers 30518 through 30642; and
 - EFT Numbers 597 through 599; and
 - Payroll Check Numbers 97040 through 97055 in the amount of \$413,636.53
- c. Motion to Amend January – February 2014 Council Minutes to include: Approval of *Payroll Check Numbers*:
 - Direct Deposit Numbers 29968 through 30370 in the amount of \$764,958.41
 - EFT Numbers 581 through 591 in the amount of \$ 320,728.06
 - Payroll Check Numbers 96901 through 96984 in the amount of \$377,365.59
- d. Motion to Amend all 2013 Council Minutes and December 3, 2013 Council Minutes to include: *Approval of Accounts Payable Voucher Numbers*:
 - Voucher Numbers 156284 through 156413 in the amount of \$749,492.27Approval of *Payroll Check Numbers*:
 - Direct Deposit Numbers 26557 through 29967 in the amount of \$6,106,193.69
 - EFT Numbers 485 through 580 in the amount of \$2,582,581.56
 - Payroll Check Numbers 96092 through 96900 in the amount of \$4,203,679.99
- e. Motion to approve Inter-local Agreement with Oak Harbor School District for Marathon Buses
- f. Motion to approve Mayor Pro Tem Paggao's Excused Absence Request
- g. Motion to amend the Council Rules of Procedure to add a procedure regarding Councilmember absences under Rule No. 2: Meetings
- h. Motion to approve Councilmember Almberg's Excused Absence Request

Motion: Councilmember Severns moved to approve consent agenda as amended. The motion was seconded by Councilmember Munns and carried unanimously.

STAFF AND COUNCIL COMMENTS

City Administrator

Dr. Cort asked the Council for a show of hands of those who would like a paper copy of the Council Rules of Procedures as there have been a number of changes. Mayor Dudley, Council members Severns, Paggao and Munns indicated that they would like a paper copy.

Dr. Cort announced that the Human Resources Director selected by the City accepted the job today but he could not release the name because there was no written acceptance yet. The new Human Resources Director will start April 8, 2014.

Dr. Cort announced that Mayor Dudley, some Council members, and several staff members will be attending the Risk Management for Public Officials training session in Anacortes on March 21st.

Dr. Cort commented that the potential contract extension for Riney Production services is on the draft agenda for the next Council meeting.

Councilmembers

Mayor Pro Tem Paggao commented on the luncheon he attended hosted by the Japanese Women's Club (Shakunage-Kai) and thanked Club President, Sonoko Rhodes for the invitation.

Mr. Paggao also commented on Rachel's Challenge program to stop bullying that he attended at the North Whidbey Middle School. He thanked Hailey Abbott for the invitation.

Councilmember Campbell commented the he also attended the Rachel's Challenge and was impressed by the presentation.

Councilmember Munns commented on the opportunity to represent the City and the Base in Washington D.C. She reported that she and the Mayor joined AWC with a conference room visit with Senator Cantwell and Senator Murray. The Senators indicated that they didn't think that taxing municipal bonds would be brought up or get through the House or Senate. During the visit to the Pentagon they indicated that NAS Whidbey is solid and the expansion will continue.

Councilmember Severns reported that the Island County Economic Development Council is looking at the Island County Fairgrounds plan approval. Mr. Severns also commented on the St. Patrick's Day Parade which he attended.

Councilmember Hizon echoed Councilmember Munns' comments about the trip to Washington D.C. Ms. Hizon also commented that JoAnn Hellmann, Director of IDIPIC would be pleased to hear that when she asked the leadership that had been stationed at NAS Whidbey Island what their experience as a sailor was, their response was that IDIPIC was the most effective presentation they received.

Councilmember Servatius echoed Mr. Paggao's comments about Rachel's Challenge. Mr. Servatius also mentioned that Island County is accepting Health Hero nominations through April 11, 2014.

ORDINANCES/RESOLUTIONS

Ordinance 1689: Motion to Authorize change of the Lodging Tax Advisory Committee from five (5) to seven (7) members

Finance Director Doug Merriman provided the staff report.

Mayor Dudley opened the public hearing at 6:24 p.m., hearing none the public hearing was closed.

Ms. Hizon asked Mr. Merriman if the committee was currently fully staffed with five members. Mr. Merriman said it was currently fully staffed and only the two additional positions would have to be staffed.

Ms. Hizon asked who was on the committee and who they represent. Mr. Merriman said there is a member from Coachman Inn, North Whidbey Car Show, Best Western, Chamber of Commerce and a City Councilmember is the Chair.

Councilmember Campbell said that as the Chair of the Lodging Tax Advisory Committee he was in favor of the ordinance.

Motion: Councilmember Servatius moved to adopt Ordinance 1689. The motion was seconded by Councilmember Munns and carried unanimously.

Resolution 14-10: 2014 Comprehensive Plan Docket

Senior Planner Cac Kamak provided the staff report and Power Point presentation.

Mayor Dudley opened the public hearing at 6:30 p.m., seeing none the hearing was closed.

Council members questioned Mr. Kamak about the Capital Improvements Plan, whether the Planning Commission will address the mandated elements of the Comprehensive Plan and commented that there have been no private amendments for a couple of years possibly because of the economy. Mr. Kamak indicated that the Capital Improvements plan is a 6-year plan and the Planning Commission will review the mandated elements of the Comprehensive Plan

Motion: Councilmember Hizon moved to approve Resolution 14-10. The motion was seconded by Councilmember Severns and carried unanimously.

NEW BUSINESS

Police Community Advisory Board Presentation

Police Chief Green a Power Point presentation and introduced the Advisory Board members.

Mayor Dudley opened the public comment period at 6:45 p.m., seeing none the comment period was closed.

Council members thanked the Advisory Board for volunteering their time and for their work.

Mayor Dudley commented that the City was ranked 45th safest city in the State of Washington in the publication known as Citywise. With the Advisory Boards help and service that the City's ranking would continue rise.

Planning Commission 2013 Annual Report

Mr. Powers provided the staff report and Power Point presentation.

Mayor Dudley opened the public comment period at 6:55 p.m., seeing none the comment period was closed.

Mayor and Council members thanked the Planning Commissioners for their work and commented that they depend on the research, questions they asked and the recommendations that they make.

Professional Services Agreement with Perkins Coie LLP for Waste Water Treatment Plant
City Engineer Joe Stowell presented the staff report.

Mayor Dudley opened the public comment period at 7:04 p.m.

Shane Hoffmire spoke in favor of the professional services agreement.

Seeing no further public comment Mayor Dudley closed the public comment period at 7:05 p.m.

Councilmember Severns said he was familiar with the firm and said they are exceptional and well-known. Mr. Severns asked if the \$30,000 was part of the budget. Mr. Stowell acknowledged that it was part of the budget.

Councilmember Servatius asked how the firm could save time and money because there are not many hours in the agreement. Mr. Stowell said that because of their experience they don't need as much time. Their experience will prevent conflicts that might happen during construction and if there are any conflicts they are there for support as the drafter of the document.

Motion: Councilmember Servatius moved to authorize the Mayor to sign an engagement letter with Perkins Coie LLP on the time and materials basis not to exceed \$30,000. The motion was seconded by Councilmember Munns and carried unanimously.

EXECUTIVE SESSION

At 7:10 p.m. Mayor Dudley announced a one-hour executive session to discuss pending litigation, potential litigation and property acquisition.

Councilmember Severns exited the executive session.

At 8:10 p.m. Mayor Dudley announced that another 15 minutes would be necessary.

The meeting reconvened at 8:27 p.m.

PROPERTY ACQUISITION

Motion: Councilmember Munns moved to authorize the Mayor to sign closing documents, lease back to Whidbey Island Bank and other documents as needed to secure the purchase. The motion was seconded by Councilmember Campbell and carried unanimously.

Councilmember Severns abstained because he is a member of the Board of Directors for Whidbey Island Bank.

ADJOURNMENT

Councilmember Hizon moved, seconded by Councilmember Campbell, to adjourn.

The meeting adjourned at 8:30 p.m.

Kathy Gifford, Development Services Administrative Assistant