

Oak Harbor City Council
Workshop & Special Meeting Minutes
September 24, 2014

CALL TO ORDER

Mayor Scott Dudley called the meeting to order at 3:00 p.m.

ROLL CALL

Present:

Mayor Scott Dudley
Mayor Pro Tem Danny Paggao
Councilmember Joel Servatius
Councilmember Tara Hizon

Staff Present:

City Administrator Larry Cort
Finance Director Doug Merriman
City Attorney Nikki Esparza
City Engineer Joe Stowell
Public Works Director Cathy Rosen
Development Serv. Director Steve Powers
Exec. Assist. to the Mayor Kellye Mazzoli
Police Chief Ed Green
Fire Chief Ray Merrill
Senior Services Admin. Mike McIntyre
City Clerk Anna Thompson
Accountant Tallie Boyer
City Engineer Joel Stowell
Project Engineer John Piccone
Cac Kamak Senior Planner

Councilmembers Almberg, Campbell, Munns, and Severns were absent.

DEPARTMENTAL BRIEFINGS

1. Bayshore Corridor Master Plan and Development Strategy

City Administrator Dr. Cort introduced the Bayshore Corridor Master Plan and discussed development strategy.

Possible Results of the development strategy:

- Connector of Bayshore
- RV Park
- Swim Lagoon
- Ball fields
- West Pioneer
- East Bayshore

Dr. Cort explained that the City does not plan to hire a consultant to lay ground work for redevelopment as staff and citizens have contributed significant plans and initiatives over the years.

2. Economic Development Subcommittee Report

George Saul discussed the Economic Development Subcommittee Report, consisting of a group of interested citizens. Mr. Saul introduced other members of the Subcommittee.

Mr. Saul announced five initiatives proposed by the Subcommittee:

- 1) Walk of Honor from Midway to Regatta – assembling veteran banners on the light poles
- 2) Signage recommendations, including more visual cues for Downtown
- 3) Downtown project on East Bayshore, particularly the vacant property where the carnival sets up
- 4) Transportation between the Marina and Downtown
- 5) Possible extension of the City Beach board walk and establish a visitor Marina closer to downtown.

Councilmember Hizon asked how to implement the ideas presented. Dr. Cort responded that the proposals will need to be brought before the Council and voted into the Budget.

Councilmember Servatius inquired who will bring these proposals forward.

Mayor Pro Tem Paggao informed the Council that the Mayor was called away, and then thanked the citizens for their economic development recommendations.

3. Waste Water Treatment Plant – Emerging Policy Questions

Project Engineer John Piccone discussed upcoming concerns regarding materials and construction of the Waste Water Treatment Plant.

The price of moving Waste Water Treatment Plant materials offsite to Public Works is estimated to cost over \$1 million dollars. Staff has proposed alternatives to store the materials in proximity to the facility.

Public Works Director Cathy Rosen discussed legal obligations of their Department to provide educational training to the public regarding utilities, water, and sewer.

PENDING AGENDA ITEMS

1. Resolution 14-29 Funding Plan for WWTP – (10/7)

Finance Director Doug Merriman explained the uses of this Resolution, which will allow the Funding Plan to appear on the annual financials. Funding reflected on the annual statements is important to show that the City has taken steps to reserve these funds for the Waste Water Treatment Plant.

Councilmember Servatius asked questions.

2. Ordinance 1697: Consolidation of Park Impact Fees – (10/7)

Finance Director Doug Merriman described the types of impact fees the City administers. Ordinance 1697 will allow the City to consolidate the impact fee structures. This item will be presented to Council for approval on October 7, 2014.

Councilmember Servatius asked whether the bottom line will be the same. Mr. Merriman explained that the fees should remain the same.

3. Senior Services Membership Dues Increase – (10/21)

Senior Services Administrator Mike McIntyre explained why the membership dues need to be increased from \$30.00 to \$40.00 annually. The last membership increase was implemented 4 years ago. He noted that this cost increase should not equate to a hardship for the members. Moreover, there are willing donors associated with the Senior Center who can provide for those members who cannot afford the increase.

Councilmember Servatius commented that the City may be able to find other ways to generate additional income in lieu of increasing membership dues.

4. Ordinance 1698: Budget Amendment – Finance – (10/7)

Finance Director Doug Merriman provided the background and purpose of Ordinance 1698 Amendment, which is part of the biennial budget process. The amendment includes restructuring of the HR Department, legal costs for Weed, Graafstra and Benson consultant services, removing arterials funds for the 7th Avenue project, and 2% monies.

EMERGING ISSUES

1. Policy to address the Council's use of personal electronic devices to conduct City Business

Councilmember Servatius discussed the need for Councilmember issued devices. He proposed that staff initiate policies governing the use of devices and the necessity to demarcate personal versus city business communications in light of public records requests.

ACTION ITEM

1. Authorize the Mayor to Sign an amended contract with Matt Montoya for Public Defender Services

Mr. Cort explained that because there is no quorum present and action needs to be taken before October 1, 2014 on this item, a special meeting must be noticed before that date.

The Council tentatively set the Special Meeting for Monday, September 29 at 1:00 p.m.

ADJOURNMENT

Mayor Pro Tem Paggao adjourned the meeting at 4:37 p.m.

Anna M. Thompson, City Clerk