



January 21, 2014

**CITY COUNCIL AGENDA**

6:00 p.m.

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1. **CALL TO ORDER**  
Invocation/Pledge of Allegiance  
  
**HONORS AND RECOGNITIONS**  
Caught in the Act Award
2. **APPROVAL OF AGENDA**
3. **CITIZEN COMMENT PERIOD**
4. **CONSENT AGENDA**
  - a. Minutes of the Regular City Council meeting held January 7, 2014
  - b. Approval of Accounts Payable Voucher Nos. 15675 through 156887 in the amount of \$693,472.77; and Voucher Nos. 156753 through 156964 in the amount of \$551,379.65
  
5. **STAFF, MAYOR AND COUNCIL COMMENTS**
  - a. City Administrator
  - b. Mayor
  - c. Councilmembers



January 21, 2014

**CITY COUNCIL AGENDA**

6:00 p.m.

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**6. ORDINANCE AND RESOLUTIONS**

- a. Resolution 14-05: Relating to Navy Participation in the WWTP Project
- b. Ordinance 1683: Relating to Panhandling

**7. PUBLIC HEARINGS/PUBLIC MEETINGS**

- a. Resolution 14-04: Amending the Six-Year Transportation Improvement Plan

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

- a. Executive Session – Pending Litigation

**10. ADJOURNMENT**

As a courtesy to Council and the audience, PLEASE TURN YOUR CELL PHONES OFF before the meeting begins. During the meeting's Public Comments section, Council will listen to your input regarding subjects of concern or interest that are not on the agenda.

For scheduled public hearings, if you wish to speak, please sign your name to the sign-up sheet, located in the Council Chambers. The Council will take all information under advisement. To ensure your comments are recorded properly, state your name and address clearly into the microphone. Please limit your comments to three minutes in order that other citizens have sufficient time to speak.

Thank you for participating in your City Government!

Oak Harbor City Council  
Regular Meeting Minutes  
January 7, 2014

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**CALL TO ORDER**

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

**INVOCATION/PLEDGE OF ALLEGIANCE**

Pastor Randy Beumer of Oak Harbor Christian Reformed Church, gave the Invocation, and Mayor Dudley led the Pledge of Allegiance.

**ELECTION OF MAYOR PRO TEM**

**Motion:** Councilmember Munns moved to elect Danny Paggao to another two-year term as Mayor Pro Tempore. The motion was seconded by Councilmember Campbell and carried unanimously.

**ROLL CALL**

Present:

Mayor Scott Dudley  
Mayor Pro Tempore Danny Paggao  
Councilmember Rick Almberg  
Councilmember Jim Campbell  
Councilmember Tara Hizon  
Councilmember Joel Servatius

Staff Present:

City Administrator Larry Cort  
Finance Director Doug Merriman  
Development Service Director Steve Powers  
Public Works Director Cathy Rosen  
Fire Chief Ray Merrill  
Police Chief Ed Green  
City Attorney Nikki Esparza  
Interim City Clerk Anna Thompson

Councilmember Bob Severns was excused.

**HONORS AND RECOGNITIONS**

Councilmember Danny Paggao – 20 Years of Service Recognition

Councilmember Campbell nominated Councilmember Danny Paggao for his 20 years of dedicated service to the City of Oak Harbor and presented him with a fleece jacket embroidered with the City logo and 20-year pin in recognition. Staff also provided a Powerpoint Presentation of photos reflecting Mr. Paggao's service over the years as well as early council trivia with Mr. Paggao.

Councilmember Hizon seconded the motion and requested Councilmember Danny Paggao's acceptance of nomination and Mr. Paggao accepted and carried unanimously.

**APPROVAL OF AGENDA**

**Motion:** Councilmember Hizon moved to approve the agenda as presented. The motion was seconded by Councilmember Almberg and carried unanimously.

## CONSENT AGENDA

- a. Minutes of the Regular City Council meeting held December 17, 2013
  - b. Approval of Accounts Payable Vouchers
  - c. Motion to authorize the Mayor to sign the agreement with AA Sports LTD for marathon timing support as outlined in the Scope of Work in the amount of \$10,560.00
  - d. Motion to confirm the Mayor's appointment of Otto Haffner to the Youth Commission for a three year term to expire January 2017
  - e. Motion to authorize the Mayor to sign the Interlocal Agreement with Whatcom County Sheriff's Office for Mini-Chain Use
  - f. Motion to authorize the Engineering Department to advertise for consultants for professional engineering services for the Lyszak Outfall Project

**Motion:** Councilmember Campbell moved to adopt the consent agenda as presented. Council Member Munns asked to pole consent agenda item a. f.

**Motion:** Councilmember Munns moved to adopt the consent agenda as presented, and opposed unanimously.

Councilmember Munns moved to discuss consent agenda item a. f. regarding time limits on the engineering advertising services. Staff explained that consent agenda item a. f. authorized the City to advertise for qualifications and during the selection process the department can determine whether it has the budget available for the design.

**Motion:** Councilmember Munns moved to adopt consent agenda as presented. The motion was seconded by Councilmember Hizon, and carried unanimously.

## STAFF AND COUNCIL COMMENTS

City Administrator Dr. Larry Cort introduced Anna Thompson as Interim City Clerk. Dr. Cort then discussed upcoming agenda items of some interest regarding an ordinance to address panhandling and the purchase of the art piece entitled "The Cracker" for Pioneer Way.

The City Administrator updated Councilmembers that the City of Oak Harbor has received over 2000 applicants for the annual marathon.

Dr. Cort presented an update on the Wellness Program. So far, twenty-six employees have met the required number of points to earn one day off – with the highest score obtained by Renee Hammer.

The Mayor expressed appreciation for the new art hanging in Council Chambers, loaned to City Hall by Shirley Taft, a resident of Oak Harbor.

The Mayor then showed his support for the Sea Hawks.

Councilmember Paggao also rooted for the Sea Hawks.

Councilmember Campbell suggested placing signs underneath our City Banners located on our streetlamps that states “we support the veterans.” He also suggested adding a photograph of our local veterans on the sign.

In anticipation of the eight new Navy squadrons relocating to NAS Whidbey, Councilmember Campbell advised the Council that the City of Oak Harbor has a lack of housing with only 56 houses available.

Councilmember Almberg welcomed Anna Thompson as Interim City Clerk.

Councilmember Munns reports on the high school scholarship election and should have the results this month.

Councilmember Hizon congratulated Councilmember Paggao on his recognition of 20 years service to the City. Councilmember Hizon also commended Flyers restaurant and Chamber of Commerce for a fantastic turn out at the 5 k Race on New Year’s Day and thanked the Fire Department for their attendance.

Councilmember Servatius discovered through the Island County Health Department clerk that there is a grant opportunity and hopes Oak Harbor can take advantage of the offer. Dr. Cort commented that he is aware of the grant and is currently looking into its restrictions and opportunities to spend the money in a way beneficial to Oak Harbor.

## **ORDINANCES AND RESOLUTIONS**

### Resolution 14-03: Lodging Tax Grant Awards for 2014

Finance Director Doug Merriman provided the staff report

#### Public comments:

Michelle Curry, owner of Mac Events and Promotions and Director of Hydroplane Races for August of 2014. Ms. Curry requested that the Council increase the current grant of \$25,000.00 to adequately promote fund and advertise for the event.

Councilmember Munns asked Staff whether there are studies available to analyze the economic effectiveness of such events. Staff explained the studies available.

Councilmember Almberg asked Ms. Curry about the number and size of boats, Ms. Curry provided details.

Councilmember Paggao asked that Council consider raising the grant award next year.

Staff explained that there were no more funds available from the source of the grant money and that \$25,000.00 is the highest grant the City of Oak Harbor has awarded.

Councilmembers Campbell and Munns agree with the current allocation of grant moneys.

Councilmember Servatius motioned to adopt Resolution 14-03.

### **Resolution 14-03 Lodging Tax Grant Awards for 2014**

**Motion:** Councilmember Servatius moved to adopt Resolution 14-03. The motion was seconded by Councilmember Munns and carried unanimously.

Resolution 14-02: Providing a Market Rate Salary Adjustment to Certain Non-Represented Classifications

Finance Director Doug Merriman provided the staff report and handed out Market Rate Salary materials to Councilmembers.

No public comment.

Councilmember Munns asked whether positions listed on the material would see an increase in salary and whether all positions listed were filled or authorized to be filled. Staff answered that all positions listed would receive a salary increase to match the market studies of other similarly situated positions.

Councilmember Campbell asked whether all would receive a pay raise and staff responded that only employees not represented and with positions determined to be under market as listed in the materials provided. Staff added that the proposed salary changes were available in the budget.

Councilmember Paggao asked whether the economic coordinator would become a permanent position. The City Administrator explained that currently the Senior Planner will undertake the economic coordinator responsibilities at this time. Councilmember Paggao added that he hopes this job title can become a fulltime position in the future.

Councilmember AlMBERG questioned Staff regarding the budget and pay increases.

**Resolution 14-02: Providing a Market Rate Salary Adjustment to Certain Non-Represented Classifications**

**Motion:** Councilmember Hizon moved to adopt Resolution 14-02. The motion was seconded by Councilmember Campbell and carried unanimously.

**PUBLIC HEARINGS/PUBLIC MEETINGS**

Quasi Judicial Hearing Regarding Nightclub License for the Hookah Lounge  
Police Chief Ed Green provided the staff report.

Mayor Dudley opened to public hearing at 6:48 p.m.

Before Chief Green presented the report, City Attorney Nikki Esparza explained that per Council Rule 19, the appearance of fairness must be ensued before a quasi-judicial hearing.

Councilmember Hizon recused herself and left the Council Chambers.

Speaking in opposition to the nightclub license was:  
Camille Brighten

Speaking in support of the nightclub license was James Ryan, accompanied by co-owner Charles Morgan, owners of the Hookah Lounge. The owner explained that they are not changing their business model and have been in operation since April of 2013 with minimal issues. They had to apply for a nightclub license in order to serve alcohol. Chief Green confirmed that there were very few complaints amount the Lounge.

The public hearing closed at 7:28 p.m.

Councilmember AlMBERG supported this license subject to conditions recommended by the Police Chief.

Councilmember Paggao opined that the wooden building is not suitable for this type of activity and lends itself to noise issues. Mr. Paggao was also concerned about loitering, trash on the streets and loud music.

Councilmember Campbell was concerned about the maximum amount of people allowed inside, security, ventilation systems and safety procedures in place.

Councilmember Munns spoke in support of the license indicating that the business encourages economic growth and that the owners have been good stewards thus far.

Councilmember Servatius spoke in favor of the license and had never witnessed any issues with the Hookah lounge and supports the license subject to the Police Chief's recommendations.

**Motion:** Councilmember AlMBERG moved to amend the nightclub license to specifically include the Police Chief's recommended conditions from letter dated January 7, 2014. Councilmember Servatius noted that the conditions were originally set forth in the November 13, 2013 letter and the January letter was just a summary of the same conditions. The motion was seconded by Councilmember Servatius and opposed unanimously.

### **Quasi Judicial Hearing Regarding Nightclub License for the Hookah Lounge**

**Motion:** Councilmember AlMBERG moved to approve a Nightclub License for the Hookah Lounge Subject to Conditions of Approval as set forth in Police Chief Green's letter dated November 13, 2013. The motion was seconded by Councilmember Servatius and carried unanimously.

Councilmember Hizon rejoined the Council.

#### Ordinance 1657: Relating to the Binding Site Plan

Planning Director Steve Powers provided the staff report including Power Point Presentation.

Mayor Dudley opened the public hearing at 7:30 p.m.

Speaking in opposition to the Binding Site Plan was:  
Sue Karahalios, President of Pier Point  
Christon C. Skinner, Attorney for Pier Point

Councilmember Servatius referred to the letter from Judge Hancock and stated that the letter implies no further building shall commence and that if any site plan existed, it expired along with the construction site expiration. He stated that the Council should be focused on general concerns for policy purposes and specifically mentioned the Pier Point issue.

Steve Powers handed out a summary of Judge Hancock's decision from 2011 regarding the pier point issue to Councilmembers and then read Judge Hancock's order aloud.

Councilmember Munns opined that based on the letter the site plan shrunk in size and no longer includes the other undeveloped parcels. However, if construction is to resume, the builders must start the process over anyway. She reminded the Council to be forward-looking on this issue in the best interests of the City, not just the Pier Point issue in isolation.

Councilmember Campbell relayed a summary of the Pier Point facts as he understood them. He felt that the Pier Point owners have an expectation of reliance on the fact that they purchased property with nearby vacant land that would not be developed.

Councilmember Paggao spoke in support of the planning commission's recommendation. He also pointed out the City could face possible litigation initiated by the Pier Point owners and proposed adopting Mr. Skinner's proposed language to the ordinance.

Councilmember Almberg spoke in support of following the court order and the recommendation of the planning commission as presented. He did have some concerns that the requirement to obtain directly affected owners' signatures in order to pass a new binding site plan could become problematic and too far reaching. He expressed concern for the general good of the community,

Councilmember Hizon asked Mr. Powers whether legal was aware of the Pier Point issue and the Planning Director confirmed that legal has had extensive involvement. .

Attorney Christon Skinner clarified for the Councilmembers that both parties are in agreement with the interpretation of Judge Hancock's decision but that he proposed that 100% of the directly affected owners (i.e. Pier Point) approve of an amended binding site plan if such plan affects their property.

Councilmember Hizon discussed the pros and cons with retrieving 100% of the owner's approval of an amended site plan in detail between Steve Powers and Chris Skinner. She then asked the other Councilmembers to weigh in on their opinion to require all owners' consent of an amended plan.

Councilmember Almberg then asked follow-up questions regarding Judge Hancock's letter to Chris Skinner and Steve Powers on the issues of whether policy should favor requiring only directly affected owners to consent or all owners' consent of a new site plan. Councilmember Almberg supported the policy to require 100% of owners' consent because the directly affected could prove to be too open-ended.

Attorney Chris Skinner suggested drafting the 100% requirement for residential owners and a different standard for commercial properties.

Councilmember Munns opposed the proposal to draft different standards of approval for various property zones.

Councilmember Hizon asked staff to explain the definition of “directly affected” and was concerned that this phrase could be a slippery slope. Staff assured her that the definition would have objective criteria and added that Public hearings are not required for amending site plans but that if there are interested parties, they can make public comments at Council Meetings.

Steve Powers stressed the fact that there are problems with obtaining 100% of signatures from directly affected owners, for example if Wal-Mart were directly affected in a future proceeding, it would be very difficult to track down the owner for signature in a timely manner.

The public hearing closed at 8:50 p.m.

### **Ordinance 1657            Relating to the Binding Site Plan (Public Hearing)**

**Motion:** Councilmember Hizon moved to adopt Ordinance 1657 as presented. The motion was seconded by Councilmember AlMBERG and carried unanimously.

At 9:00 p.m. Mayor Dudley asked Councilmember Servatius extend the Council meeting to 9:30 p.m. and for a five-minute recess.

**Motion:** Councilmember Servatius moved to extend the Council meeting to 9:30 p.m. The motion was seconded by Councilmember Hizon and carried unanimously.

The meeting reconvened at 9:05 p.m.

Resolution 14-01: Declaring Surplus and Authorizing Disposal of Refuse Trucks  
Public Works Director Cathy Rosen provided the staff report.

Mayor Dudley opened the public hearing at 9:07 p.m.

No public comment, public hearing closed at 9:08 p.m.

### **Resolution 14-01: Declaring Surplus and Authorizing Disposal of Refuse Trucks (Public Hearing)**

**Motion:** Councilmember Servatius moved to adopt Resolution 14-01. The motion was seconded by Councilmember Munns and carried unanimously.

Ordinance 1681: Relating to Recreational Camping in City Parks and Amending Sections 6.14.010, 6.14.020, 6.13.025, 6.13.090 and 6.13.100 of the OHMC  
Public Works Director Cathy Rosen provided the staff report

Cathy Rosen indicated that the effective date will be April 1, 2014.

Mayor Dudley opened the public hearing at 9:10 p.m.

No public comment, public hearing closed at 9:10 p.m.

Councilmember Munns stated that the Ordinance must be amended so that the effective date is April 1, 2014.

Councilmember Campbell added that he had never heard of a cancellation fee at a dump station. Ms. Rosen informed him that the \$25 fee is to cover the City's fees for cancellation with the dump.

Councilmember Paggao mentioned some citizens in the past had used the dump for free, which was an honor system set up for noncitizens as noncitizens were not charged. Ms. Rosen stated that there will no longer be an honor system and that all users must pay the dump fee.

**Ordinance 1681: Relating to Recreational Camping in City Parks and Amending Sections 6.14.010, 6.14.020, 6.13.025, 6.13.090 and 6.13.100 of the OHMC (Public Hearing)**

**Motion:** Councilmember Hizon moved to amend the draft ordinance to reflect the effective date to April 1, 2014. The motion was seconded by Councilmember Servatius and carried unanimously.

**Motion:** Councilmember Hizon moved to adopt Ordinance 1681 as amended. The motion was seconded by Councilmember Campbell and carried unanimously.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Mayor Dudley informed the Council to set workshop meetings as discussed in the previous workshop.

Dr. Cort provided the monthly workshop dates, which will now be held on the fourth Wednesday of each month at 3:00 p.m., with the exception that the November and December 2014 workshops be moved to the third Wednesday to avoid holiday conflicts.

No public comment.

**Motion:** Councilmember Servatius moved to set regular workshop meetings as presented. The motion was seconded by Councilmember Campbell and carried unanimously.

**ADJOURNMENT**

**Motion:** Councilmember Servatius moved to adjourn the meeting. The motion was seconded by Councilmember Campbell and carried unanimously.

The meeting adjourned at 9:20 p.m.

Anna M. Thompson, Interim City Clerk

City of Oak Harbor  
City Council Agenda Bill

Bill No. C/A 4.b.  
Date: January 21, 2014  
Subject: Approval of Accounts Payable  
Vouchers

FROM: Doug Merriman, Finance Director 

**INITIALED AS APPROVED FOR SUBMITTAL TO THE COUNCIL BY:**

 Scott Dudley, Mayor  
 Larry Cort, City Administrator  
 Grant Weed, Interim City Attorney, as to form

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**SUMMARY STATEMENT**

Oak Harbor Municipal Code Chapter 3.72 establishes procedures for claims (vouchers) payment. The documentation that regularly supports the signature coversheets is attached. Claim coversheets will be provided prior to the City Council meeting for appropriate Council signatures.

**RECOMMENDED ACTION**

I move to approve Accounts Payable Voucher Nos. 156753 through

**ATTACHMENTS**

Voucher Lists

Voucher List  
City of Oak Harbor

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156754	1/8/2014	0000860 STANDARD INSURANCE COMPANY	123113		LONG TERM DISABILITY	4,147.17
<b>Total :</b>						<b>4,147.17</b>
156756	1/15/2014	0007332 ADAMSON POLICE PRODUCTS	INV124374		BELT	42.55
<b>Total :</b>						<b>42.55</b>
156757	1/15/2014	0000424 ALL BATTERY SALES AND SERVICE	51162433		BATTERIES	458.50
<b>Total :</b>						<b>458.50</b>
156758	1/15/2014	0000029 ALL PHASE ELECTRIC SUPPLY	0952-685338		400W HPS 480V FX	693.29
<b>Total :</b>						<b>693.29</b>
156759	1/15/2014	0000712 AMERIGAS	3023063243 3023819843 3024479554 401192063		PROPANE PROPANE PROPANE PROPANE	185.65 296.63 373.76 -572.76
<b>Total :</b>						<b>283.28</b>
156760	1/15/2014	0000042 ANACORTES, CITY OF	900-9080-00 900-9080-00 901-9080-01 901-9080-01 901-9080-02 901-9080-02		NOV 2013/WATER PURCHASED DEC 2013/WATER PURCHASED NOV 2013/WATER PURCHASED DEC 2013/WATER PURCHASED NOV 2013/WATER PURCHASED DEC 2013/WATER PURCHASED	93,630.00 93,630.00 888.94 1,141.62 7,517.24 9,405.50
<b>Total :</b>						<b>206,213.30</b>
156761	1/15/2014	0004019 ASSOCIATED PETROLEUM PRODUCTS	0510048-IN 0513860-IN 0516414-IN 0520087-IN		FUEL FUEL FUEL FUEL	4,003.50 5,946.79 3,405.03 6,508.00
<b>Total :</b>						<b>19,863.32</b>
156762	1/15/2014	0004733 BARRON HEATING & AIR COND, INC	143078 143407		REPAIR SERVICES REPAIR SERVICES	97.83 121.75
<b>Total :</b>						<b>219.58</b>
156763	1/15/2014	0000083 BAZA, ALVIN	123113		WELLNESS INCENTIVE	20.00

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156763	1/15/2014	0000083 0000083 BAZA, ALVIN			(Continued)	<b>Total : 20.00</b>
156764	1/15/2014	0005776 BELLINGHAM MARINE INDUSTRIES	102708		DAMAGE REPAIR	15,163.65
						<b>Total : 15,163.65</b>
156765	1/15/2014	0000103 BLADE CHEVROLET, INC	142809 142925		PIPE/FITTINGS HOUSING/GASKET	662.42 174.50
						<b>Total : 836.92</b>
156766	1/15/2014	0000109 BLUMENTHAL UNIFORMS	32041 32051 32060 35389 37626-01 37626-81 37983 39064 41370 44114		CARRIER/CARTER CARRIER/POWERS-RANG CARRIER/ESPARZA SHIRT/HOFKAMP UNIFORM ITEMS/RANG BOOTS/RANG JUMPSUIT/RANG SHIRTS RAINJACKETS BOOTS/LITTLE	230.39 241.26 244.52 211.40 -35.79 290.12 577.14 289.09 1,887.03 298.87
						<b>Total : 4,234.03</b>
156767	1/15/2014	0000111 BOARD FOR VOLUNTEER	123113		POCFF DISABILITY AND PENSION FEE	2,850.00
						<b>Total : 2,850.00</b>
156768	1/15/2014	0003097 BOYER, TALLIE	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156769	1/15/2014	0006769 BRAUN CONSULTING GROUP	1700		DEC 2013/RETAINER	2,650.00
						<b>Total : 2,650.00</b>
156770	1/15/2014	0000137 BRIM TRACTOR COMPANY	WM12032		TRACTOR REPAIR	1,877.33
						<b>Total : 1,877.33</b>
156771	1/15/2014	0007333 BULLETPROOFME.COM	13FIRERAM1224		HELMETS	985.00
						<b>Total : 985.00</b>
156772	1/15/2014	0000146 CAPITAL INDUSTRIES INC	089726		BRAKE WINCH/CASTER/BOTTOMS/ARF	8,767.74

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156772	1/15/2014	0000146 0000146 CAPITAL INDUSTRIES INC	(Continued)			<b>Total : 8,767.74</b>
156773	1/15/2014	0000627 CAPITAL ONE COMMERCIAL	115069275211 153923375211		SUPPLIES SUPPLIES	175.01 456.78 <b>Total : 631.79</b>
156774	1/15/2014	0005208 CARTER, SERLOYD	123113		WELLNESS INCENTIVE	20.00 <b>Total : 20.00</b>
156775	1/15/2014	0000160 CENTRAL WELDING SUPPLY	RN12131006		CENTRASHIELD	12.75 <b>Total : 12.75</b>
156776	1/15/2014	0000162 CHANNING BETE COMPANY, INC	52738302		PUBLICATIONS	616.11 <b>Total : 616.11</b>
156777	1/15/2014	0000172 CHRISTIANS TOWING STORAGE	26323		TOWING SERVICES	196.75 <b>Total : 196.75</b>
156778	1/15/2014	0003065 COVENANT JANITORIAL	1335957		DEC 2013/JANITORIAL SERVICE	3,465.40 <b>Total : 3,465.40</b>
156779	1/15/2014	0007074 COX, GENEVIEVE	123113		WELLNESS INCENTIVE	20.00 <b>Total : 20.00</b>
156780	1/15/2014	0000220 CUMMINS NORTHWEST, INC	001-88476		MOBILE SERVICE CHARGES	407.63 <b>Total : 407.63</b>
156781	1/15/2014	0000225 DAILY JOURNAL OF COMMERCE	3282960		BID CALL/BOOSTER PUMPS	178.60 <b>Total : 178.60</b>
156782	1/15/2014	0000247 DIAMOND RENTALS	1-500608-24 1-500619-24 1-500627-24 1-500627-25 1-509920-8 1-512930-4 1-512934-4 1-515056		PORTABLES PORTABLES PORTABLES PORTABLES PORTABLES PORTABLES PORTABLES PORTABLES CHIPPING HAMMER	49.95 49.95 49.95 49.95 99.90 49.95 99.90 38.05

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156782	1/15/2014	0000247 0000247 DIAMOND RENTALS	(Continued)			<b>Total : 487.60</b>
156783	1/15/2014	0000273 EDGE ANALYTICAL, INC	13-23184		TESTING SERVICES	1,068.00
						<b>Total : 1,068.00</b>
156784	1/15/2014	0007330 ENDRESS + HAUSER	6001633286		LIQUIPHANT	343.48
						<b>Total : 343.48</b>
156785	1/15/2014	0007334 ENVIRONIX	340967		ASBESTOS SAMPLING	1,300.00
						<b>Total : 1,300.00</b>
156786	1/15/2014	0006747 EQUINOX RESEARCH & CONSULTING	11-410-2		PROF SVC/42" OUTFALL	7,948.12
						<b>Total : 7,948.12</b>
156787	1/15/2014	0001789 ESPARZA, RONALD W	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156788	1/15/2014	0005224 EXCAL	281167		IDDE-GRATE CONCERN	1,334.75
						<b>Total : 1,334.75</b>
156789	1/15/2014	0006276 EXPRESS SERVICES, INC	13455183-7		OFFICE SUPPORT	1,098.14
						<b>Total : 1,098.14</b>
156790	1/15/2014	0005086 EZINE INDUSTRIES, INC	848657		DEC 2013/COMMUNITY ALERT	9.75
						<b>Total : 9.75</b>
156791	1/15/2014	0002900 FASTENAL	WAOAK15838		TPBTG8Y	19.88
			WAOAK15866		WELDER'S HOLE SAW KI	109.07
			WAOAK15867		HDPE HDP	63.07
			WAOAK15895		LARGE YELLOW/X-LARGE YELLOW	731.52
			WAOAK15980		EAR PLUGS	41.39
			WAOAK16001		MEDIUM FLUORESCENT/LARGE YELLC	247.24
						<b>Total : 1,212.17</b>
156792	1/15/2014	0000309 FERGUSON, LARRY	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156793	1/15/2014	0006991 FIKSE, JOSH	123113		WELLNESS INCENTIVE	20.00

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156793	1/15/2014	0006991 0006991 FIKSE, JOSH	(Continued)			<b>Total : 20.00</b>
156794	1/15/2014	0003413 FIRE SERVICE BOOKSTORE	300002767		ESSENTIALS OF FIREFIGHTING	525.06
						<b>Total : 525.06</b>
156795	1/15/2014	0004971 FREEMAN, DENISE L	2013-93		UNIFORMS	1,429.49
						<b>Total : 1,429.49</b>
156796	1/15/2014	0000326 FRONTIER BUILDING SUPPLY	85779		LUMBER	217.69
						<b>Total : 217.69</b>
156797	1/15/2014	0000325 FRONTIER FORD	97618		VALVE	198.61
			97651		VALVE	231.73
			97654		LEVER	132.12
			97655		LEVER	132.12
			97731		NONLEVER	52.96
			97732		NONLEVER	52.96
			97748		LEVER	-264.25
			CM97618		VALVE	-198.61
						<b>Total : 337.64</b>
156798	1/15/2014	0007131 FULLERTON & ASSOCIATES	14-001		CONSULTING SERVICES/PROPERTY A	810.00
						<b>Total : 810.00</b>
156799	1/15/2014	0001706 GARDNER, PAT	EXP REIMB		EXP REIMB	202.21
						<b>Total : 202.21</b>
156800	1/15/2014	0003650 GLOBALSTAR USA	1000000005275011		SATELLITE SERVICE	823.05
						<b>Total : 823.05</b>
156801	1/15/2014	0006990 GRUBB, GARY	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156802	1/15/2014	0006590 HAFFNER, OTTO	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156803	1/15/2014	0005311 HB JAEGER COMPANY, LLC	37254		CLAMP	97.44

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156803	1/15/2014	0005311 0005311 HB JAEGER COMPANY, LLC	(Continued)			<b>Total : 97.44</b>
156804	1/15/2014	0000323 HD FOWLER COMPANY	i3541248		FREIGHT	38.47
						<b>Total : 38.47</b>
156805	1/15/2014	0000694 HD SUPPLY WATERWORKS	b834109		COUPLING/SLEEVE/BOLT	2,119.38
						<b>Total : 2,119.38</b>
156806	1/15/2014	0001251 HEWLETT-PACKARD COMPANY	53680512 53758825		MEMORY COMPUTERS	119.57 2,171.83
						<b>Total : 2,291.40</b>
156807	1/15/2014	0007335 HIGHWIRE, INC	1082		TREE GRATE RUST CONDITIONER	926.12
						<b>Total : 926.12</b>
156808	1/15/2014	0003095 HOME DEPOT CREDIT SERVICES	3565983		REBAR	14.90
						<b>Total : 14.90</b>
156809	1/15/2014	0006520 HOPKINS, CAMERON	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156810	1/15/2014	0000392 HUBBARD, SCOTT	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156811	1/15/2014	0000417 INDUSTRIAL BOLT & SUPPLY	550113-1 550886-1		CLAMPS/NUTS/MALE CONN/STUDS/RII CLAMP/GRIP/CARP/BITS/MENERS/CON	366.44 480.23
						<b>Total : 846.67</b>
156812	1/15/2014	0002383 ISLAND COUNTY SHERIFF	121313		INMATE SERVICES	5.71
						<b>Total : 5.71</b>
156813	1/15/2014	0000410 ISLAND COUNTY SOLID WASTE	1078721 123113		DUMP FEE DEC 2013/TIPPING FEES	229.00 69,212.82
						<b>Total : 69,441.82</b>
156814	1/15/2014	0000411 ISLAND COUNTY TREASURER	123113		CRIME VICTIM COMPENSATION	229.63
						<b>Total : 229.63</b>

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156815	1/15/2014	0000415 ISLAND DISPOSAL	3470260		RECYCLING	44.00
			3470679		RECYCLING	103.41
					<b>Total :</b>	<b>147.41</b>
156816	1/15/2014	0000441 ISLAND SYSTEMS	220545		WATER/MARINA	11.80
			220865		WATER/MARINA	5.90
			221108		WATER/MARINA	11.80
					<b>Total :</b>	<b>29.50</b>
156817	1/15/2014	0000454 JET CITY EQUIPMENT RENTAL	19359		DUMP	21.74
					<b>Total :</b>	<b>21.74</b>
156818	1/15/2014	0002227 LABORATORY CORPORATION OF	43146780		EMPLOYEE TESTING	19.00
			43151209		PRE-EMPLOYMENT TESTING	339.50
					<b>Total :</b>	<b>358.50</b>
156819	1/15/2014	0000979 LES SCHWAB	41400100990		THRUST ANGLE ALIGNMENT	61.14
					<b>Total :</b>	<b>61.14</b>
156820	1/15/2014	0004502 LEXISNEXIS RISK DATA MANAGE	1404645-20131231		DEC 2013/MINIMUM COMMITMENT	108.70
					<b>Total :</b>	<b>108.70</b>
156821	1/15/2014	0000530 MAILLIARD'S LANDING NURSERY	79672		YARD WASTE	50.75
			79693		YARD WASTE	56.00
			79713		YARD WASTE	72.10
			79737		YARD WASTE	60.90
			79741		YARD WASTE	15.00
			79742		YARD WASTE	10.00
			79744		YARD WASTE	15.00
			79755		YARD WASTE	90.45
			79756		YARD WASTE	15.00
			79759		YARD WASTE	15.00
			79781		YARD WASTE	20.00
			79812		YARD WASTE	10.00
					<b>Total :</b>	<b>430.20</b>
156822	1/15/2014	0004752 MALLORY SAFETY AND SUPPLY	3796151		SENSORS	281.54

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156822	1/15/2014	0004752	0004752 MALLORY SAFETY AND SUPPLY		(Continued)	<b>Total : 281.54</b>
156823	1/15/2014	0006072	MASTER'S TOUCH, LLC		P32517 NOV 2013/POSTAGE P33002 DEC 2013/POSTAGE FOR LATE NOTICE P33003 DEC 2013/POSTAGE FOR STATEMENTS	2,773.65 468.70 2,787.06 <b>Total : 6,029.41</b>
156824	1/15/2014	0006072	MASTER'S TOUCH, LLC		32517 NOV 2013/MAILING SERVICES FOR STATEMENTS 33002 DEC 2013/MAILING SERVICES FOR LATE NOTICE 33003 DEC 2013/MAILING SERVICES FOR STATEMENTS	1,254.62 288.27 887.86 <b>Total : 2,430.75</b>
156825	1/15/2014	0000040	MATRIX		608188477 LONG DISTANCE	370.90 <b>Total : 370.90</b>
156826	1/15/2014	0003369	MICRON CONSUMER PRODUCTS GROUP		249777903 SODIMM 249795928 SODIMM	97.82 73.91 <b>Total : 171.73</b>
156827	1/15/2014	0006992	MOON, ANDREW		123113 WELLNESS INCENTIVE	20.00 <b>Total : 20.00</b>
156828	1/15/2014	0000587	MOTOR TRUCKS, INC		MV66073 FILTERS MV66144 HEATER	161.52 111.81 <b>Total : 273.33</b>
156829	1/15/2014	0006602	MTS, INC		2357 SHIRTS	3,400.00 <b>Total : 3,400.00</b>
156830	1/15/2014	0004423	MUNICIPAL EMERGENCY SERVICES		00477855_SNV HEADNET INV_00245829 COAT/FLASHLIGHT	610.44 3,300.13 <b>Total : 3,910.57</b>
156831	1/15/2014	0000621	NIIRO, CEDRIC		123113 WELLNESS INCENTIVE	20.00 <b>Total : 20.00</b>
156832	1/15/2014	0000631	NORTHLAND DIESEL SERVICE		78500 PUMP INSPECTION	746.05

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156832	1/15/2014	0000631 0000631 NORTHLAND DIESEL SERVICE	(Continued)			<b>Total : 746.05</b>
156833	1/15/2014	0005767 NORTHWEST RUNNER MAGAZINE	4464		NOV 2013/ADVERTISING	725.00
						<b>Total : 725.00</b>
156834	1/15/2014	0000672 OAK HARBOR ACE	231354		PROTRACTOR ARM/TUBE/VALVE	32.96
			231470		PRIMER/CEMENT/PIPE	46.64
			231472		PRIMER/CEMENT/PIPE	-46.64
			233135		HAMMERITE	32.25
			233251		BRUSH/TAPE/BOLTS	96.42
			233272		SOAKER METAL/SOLID	10.85
			233282		SOLID/METAL/NIPPLE/ELBOW	28.41
						<b>Total : 200.89</b>
156835	1/15/2014	0000668 OAK HARBOR AUTO CENTER	001-186381		FRT 1/LOCK CYLIN	38.09
			001-187430		RELAY	19.89
			001-187442		FLEET RUNNER	48.17
			001-187575		FILTERS	78.44
			001-187610		FILTERS	-39.22
			001-187648		FILTERS	4.40
			001-187657		FILTERS	7.98
			001-187662		BELTS	18.44
			001-187663		BELTS	18.44
			001-187804		DRUM/ROTOR/OIL SEAL	111.93
			001-187815		BEAM/CPSL	9.00
			001-187843		FILTERS	4.68
			001-187845		SEAL	1.54
			001-187902		AXLES	-76.25
			001-188081		DEXRON III	41.88
			001-188123		FILTERS	17.49
			001-188186		BELTS	17.76
			001-188216		BIT SET/BRUSH/PLIERS/KEY SET/ANAL	1,450.21
			001-188238		FILTERS	39.22
			001-188245		SHIFT BUTTON	8.69
			001-188246		TRTL BODY	5.15
			001-188293		FILTERS	13.22
			001-188323		BULB	76.83

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156835	1/15/2014	0000668 OAK HARBOR AUTO CENTER	(Continued)			
			001-188393		DRUM/ROTOR/PADS/SEAL	198.06
			001-188445		FILTERS	20.17
			001-188538		BRK QUIET	8.32
			001-188684		TAMPE	3.97
			001-188770		AIR BLOW GUN	6.79
			001-188782		BLOWGUN	9.95
			001-188889		PAINT MARKER	11.40
			001-188955		FILTERS	19.64
			001-189209		ENGINE MOUNT	45.30
			001-189217		TORQUE MOUNT	120.68
			001-189218		MOUNT	54.20
			001-189227		IBS MT-78	137.09
			001-189233		FILTERS	4.68
			001-189245		BEAM/MINI LAMP	26.38
					<b>Total :</b>	<b>2,582.61</b>
156836	1/15/2014	0000676 OAK HARBOR POLICE DEPARTMENT	123113		PETTY CASH	11.87
					<b>Total :</b>	<b>11.87</b>
156837	1/15/2014	0003007 OFFICE DEPOT	685385687001		FOOTREST/PAPER	87.69
			685385798001		PENS	14.12
					<b>Total :</b>	<b>101.81</b>
156838	1/15/2014	0000665 OFFICEMAX, INC	822434		LABELS	43.81
					<b>Total :</b>	<b>43.81</b>
156839	1/15/2014	0006007 O'REILLY AUTO PARTS	2532-263208		HANDLE	43.47
					<b>Total :</b>	<b>43.47</b>
156840	1/15/2014	0000089 OWEN EQUIPMENT COMPANY	00069948		BALL VALVES	242.94
					<b>Total :</b>	<b>242.94</b>
156841	1/15/2014	0001349 PARTNER CONSTRUCTION PRODUCTS	6233		HOSE	2,227.26
					<b>Total :</b>	<b>2,227.26</b>
156842	1/15/2014	0005783 PARTSMaster	20743288		EXTRACTOR SET	75.03

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156842	1/15/2014	0005783 0005783 PARTSMASTER			(Continued)	<b>Total : 75.03</b>
156843	1/15/2014	0000299 PLACE, SANDRA	123113		WELLNESS INCENTIVE	20.00
						<b>Total : 20.00</b>
156844	1/15/2014	0000746 PUGET SAFETY EQUIPMENT	0016586-IN 0017083-IN 0017202-IN		EAR PUSH INS SIGN/STAND DRIVERS/GLOVES	112.35 870.93 573.84
						<b>Total : 1,557.12</b>
156845	1/15/2014	0000743 PUGET SOUND ENERGY	200003131170 200004839284 200005933094 200010549943 200013370750 300000007421		ELECTRICITY/WELL #7 ELECTRICITY/1019 SW SWANTOWN AV 700 SE PIONEER WAY LAGOON ELECTRICITY/WELL #6 ELECTRICITY/MARINA ELECTRICITY/FT NUGENT RD	12.79 93.80 4,802.36 12.79 3,589.29 2,975.82
						<b>Total : 11,486.85</b>
156846	1/15/2014	0002997 QUINTON DESIGN & ELECTRICAL	2355		CIRCUIT REPAIR	214.14
						<b>Total : 214.14</b>
156847	1/15/2014	0000965 REVENUE, WASHINGTON STATE DEPT OF	123113		4TH QTR 2013/LEASEHOLD TAX	24,411.65
						<b>Total : 24,411.65</b>
156848	1/15/2014	0002508 RINEY PRODUCTION SERVICES	10-1129		TAPING SERVICES	2,544.27
						<b>Total : 2,544.27</b>
156849	1/15/2014	0000781 SAFEWAY	802434		GROCERIES	159.80
						<b>Total : 159.80</b>
156850	1/15/2014	0000786 SASE COMPANY, INC	INV126913 INV126914		PULLEY/BELT PULLEY	285.25 20.40
						<b>Total : 305.65</b>
156851	1/15/2014	0005967 SEATTLE AUTOMOTIVE DIST	S6-184434		ENGINE MOUNT	34.59
						<b>Total : 34.59</b>
156852	1/15/2014	0000817 SHELLEY, TIM	123113		WELLNESS INCENTIVE	20.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156852	1/15/2014	0000817 0000817 SHELLEY, TIM			(Continued)	<b>Total : 20.00</b>
156853	1/15/2014	0000831 SIX ROBBLEES', INC	14-279014		TRUCK AUTOSOCK	194.57
			14-279015		TRUCK AUTOSOCK	86.93
			14-279309		CHAIN	94.57
			14-279309-1		CHAIN	113.74
			14-279313		MSC 4GAC3	535.55
			14-279336		CONT VALVE	15.30
			14-279336-1		CONT VALVE	15.30
			14-279378		TIRES	54.89
			14-279476		DES CART RX AD-IP	82.31
			14-279592		NON CHLORINATED BRAKE	103.31
			14-280008		HANDLE	61.63
			14-280045		CHAIN	-113.74
					<b>Total :</b>	<b>1,244.36</b>
156854	1/15/2014	0000814 SKAGIT FARMERS SUPPLY	437440		SPRAYER	92.38
					<b>Total :</b>	<b>92.38</b>
156855	1/15/2014	0004821 SME SOLUTIONS, LLC	150002		VALVE REPAIRS	3,967.46
					<b>Total :</b>	<b>3,967.46</b>
156856	1/15/2014	0002901 SMITH & LOVELESS, INC	92755		SWITCH	783.61
					<b>Total :</b>	<b>783.61</b>
156857	1/15/2014	0000843 SOLID WASTE SYSTEMS, INC	0066689-IN		PRESSURE CARTRIDGE	301.99
			0066903-IN		SEALS	236.67
					<b>Total :</b>	<b>538.66</b>
156858	1/15/2014	0000846 SOUND PUBLISHING	903935		CALL FOR BIDS	149.52
			931714		HE 12-16-13	87.22
			946993		ORD SUMMARY	68.53
			947003		BIDS FOR BOOSTER	149.52
					<b>Total :</b>	<b>454.79</b>
156859	1/15/2014	0000851 SPRINT	140239187		LONG DISTANCE	8.81
					<b>Total :</b>	<b>8.81</b>

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156860	1/15/2014	0003883 STAPLES BUSINESS ADVANTAGE	3217089461		BAGS	5.52
			3217089462		ADHESIVE/CALENDARS	122.47
			3217089463		INK PAD/TONER	272.21
			3217089464		CALENDARS	31.22
			3217572049		GAVEL	61.96
			3217572050		JOURNAL	79.88
			3217572051		TONER	92.71
			3217572052		STAMP	2.26
			3218102525		PENS/ADD ROLL/CUPS	77.34
			3218102526		SPONGE/DISHWANDS/STIRRERS/SPR/	114.61
			3218102527		HIGHLIGHTERS/PENS/CORRECTION T/	471.91
			3218102528		HEATER	55.89
			3218102529		CLOCK	11.52
			3218102530		CALENDARS	8.08
			3218102531		CALENDARS	99.51
			3218102532		DVD/RUBBERBANDS/SORTKWIK	33.31
			3218406375		DISHWANDS	3.79
					<b>Total :</b>	<b>1,544.19</b>
156861	1/15/2014	0000874 SURETY PEST CONTROL	388811A		ACCOUNT CHARGE ERROR	57.61
			391055		PEST EXTERMINATION	38.05
			391056		PEST EXTERMINATION	32.61
			391057		PEST EXTERMINATION	43.48
			391058		PEST EXTERMINATION	30.44
			391059		PEST EXTERMINATION	30.44
			391060		PEST EXTERMINATION	43.48
					<b>Total :</b>	<b>276.11</b>
156862	1/15/2014	0001053 TREASURER, WASHINGTON STATE	123113		COURT/BC BEES	11,316.93
					<b>Total :</b>	<b>11,316.93</b>
156863	1/15/2014	0001053 TREASURER, WASHINGTON STATE	123113A		FORFEITED PROPERTY	1,739.40
					<b>Total :</b>	<b>1,739.40</b>
156864	1/15/2014	0006249 TRUCK SHOP	68646		INNER WHEEL NUT	220.42
					<b>Total :</b>	<b>220.42</b>

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156865	1/15/2014	0000287 TYLER TECHNOLOGIES, INC	045-101176		UB TRAINING	4,962.64
					<b>Total :</b>	<b>4,962.64</b>
156866	1/15/2014	0006331 ULINE	55434883		MINI SUCTION CUP W/HOOK	84.13
					<b>Total :</b>	<b>84.13</b>
156867	1/15/2014	0000923 UNITED PARCEL SERVICE	0000A0182W503		SHIPPING	16.25
					<b>Total :</b>	<b>16.25</b>
156868	1/15/2014	0004903 US BANK	4485591000119689		CREDIT CARD PURCHASES	6,209.00
					<b>Total :</b>	<b>6,209.00</b>
156869	1/15/2014	0004903 US BANK	4485591000611990		CREDIT CARD PURCHASES	4,102.20
					<b>Total :</b>	<b>4,102.20</b>
156870	1/15/2014	0004903 US BANK	4485591000646855		CREDIT CARD PURCHASES	1,155.29
					<b>Total :</b>	<b>1,155.29</b>
156871	1/15/2014	0004903 US BANK	4485590100104948		CREDIT CARD PURCHASES	179.00
					<b>Total :</b>	<b>179.00</b>
156872	1/15/2014	0000934 UTILITIES UNDERGROUND LOCATION	3120170		DEC 2013/LOCATES	103.18
					<b>Total :</b>	<b>103.18</b>
156873	1/15/2014	0007166 VETERANS NORTHWEST CONST	7		PROF SVC/NORTH RESERVOIR	201,024.71
					<b>Total :</b>	<b>201,024.71</b>
156874	1/15/2014	0000978 WALLACE, RICHARD	EXP REIMB		EXP REIMB	135.00
					<b>Total :</b>	<b>135.00</b>
156875	1/15/2014	0003917 WALTON, DAVID	123113		WELLNESS INCENTIVE	20.00
					<b>Total :</b>	<b>20.00</b>
156876	1/15/2014	0007331 WASHINGTON TRACTOR	335874		TECHNICAL MANUAL	184.48
					<b>Total :</b>	<b>184.48</b>
156877	1/15/2014	0001039 WESTERN PETERBILT, INC	S805975		SENSOR	217.00
			S807229		FAN	229.99

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156877	1/15/2014	0001039 WESTERN PETERBILT, INC	(Continued) T642891		VALVE	105.86
					<b>Total :</b>	<b>552.85</b>
156878	1/15/2014	0003067 WHIDBEY ANIMALS' IMPROVEMENT	1255		DEC 2013/ANIMAL SHELTER	7,083.33
					<b>Total :</b>	<b>7,083.33</b>
156879	1/15/2014	0001000 WHIDBEY AUTO PARTS, INC.	196350 196565 197667 197758 198065		BELT LAMP PAD MT LUG NUTS OTC UPGRADE	53.98 70.44 200.59 145.98 842.43
					<b>Total :</b>	<b>1,313.42</b>
156880	1/15/2014	0001007 WHIDBEY CLEANERS	248575 248576 248644 249200		EMBROIDERY EMBROIDERY GARMENTS EMBROIDERY	10.87 10.87 7.09 10.87
					<b>Total :</b>	<b>39.70</b>
156881	1/15/2014	0001014 WHITNEY EQUIPMENT COMPANY, INC	75015		SALT	2,514.01
					<b>Total :</b>	<b>2,514.01</b>
156882	1/15/2014	0005047 WOODWARD'S TAEKWONDO ACADEMY	120513		GRAPPLING MATS	510.00
					<b>Total :</b>	<b>510.00</b>
156883	1/15/2014	0001037 WORK OUTFITTERS	50516 50517		BOOTS/BOONSTRA BOOTS/BOONSTRA	165.50 147.11
					<b>Total :</b>	<b>312.61</b>
156884	1/15/2014	0006775 WORKSAFE SERVICE, INC	185479		DRUG TESTS	52.00
					<b>Total :</b>	<b>52.00</b>
156885	1/15/2014	0001061 XEROX CORPORATION	701708771		NOV 2013/COPIER RENTAL	4,118.47
					<b>Total :</b>	<b>4,118.47</b>
156886	1/15/2014	0001067 ZEP SALES & SERVICE	9000687260 9000687261		ZEPRESERVE AERO ZEP DRY MOLY AERO	201.73 223.03

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156886	1/15/2014	0001067 0001067 ZEP SALES & SERVICE	(Continued)			<b>Total : 424.76</b>
156887	1/15/2014	0001068 ZUMAR INDUSTRIES, INC	0167029		SPECIAL ALUM	195.01
						<b>Total : 195.01</b>
133 Vouchers for bank code : bank						<b>Bank total : 693,472.77</b>
133 Vouchers in this report						<b>Total vouchers : 693,472.77</b>

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156753	1/3/2014	0000330 GARDNER, TERI			TRAVEL ADVANCE	271.50
					<b>Total :</b>	<b>271.50</b>
156755	1/9/2014	0000066 AWC EMPLOYEES BENEFITS TRUST	010814		EAP	62.39
					<b>Total :</b>	<b>62.39</b>
156888	1/15/2014	0000950 LICENSING, WASHINGTON STATE DEPT OF	010214		CONCEALED WEAPONS PERMITS	330.00
					<b>Total :</b>	<b>330.00</b>
156889	1/16/2014	0006845 48 NORTH	33109		JAN 2014/ADVERTISING	529.00
					<b>Total :</b>	<b>529.00</b>
156890	1/16/2014	0006396 AA SPORTS, LTD	14-WIM-01A		TIMING FEE DOWNPAYMENT	2,600.00
					<b>Total :</b>	<b>2,600.00</b>
156891	1/16/2014	0005024 ALMBERG, RICHARD			TRAVEL ADVANCE	127.50
					<b>Total :</b>	<b>127.50</b>
156892	1/16/2014	0000037 AMERICAN WATER WORKS	1977		2014 WWUC DUES	500.00
					<b>Total :</b>	<b>500.00</b>
156893	1/16/2014	0002044 ANACORTES.NET/HOW IT WORKS	34372		JAN 2014/WEB HOSTING	15.95
					<b>Total :</b>	<b>15.95</b>
156894	1/16/2014	0002052 ASCENTIS SOFTWARE	AI-010956		2014 ANNUAL SOFTWARE SUPPORT	733.73
					<b>Total :</b>	<b>733.73</b>
156895	1/16/2014	0000055 ASSOCIATION OF WASHINGTON	122013		2014 MEMBERSHIP FEE	15,007.00
					<b>Total :</b>	<b>15,007.00</b>
156896	1/16/2014	0000075 BANK OF NEW YORK	111-1580325		2014 OAKLTGO11	301.75
					<b>Total :</b>	<b>301.75</b>
156897	1/16/2014	0000081 BAY PRINTING	22430		TRAVEL RECEIPTS	171.75
					<b>Total :</b>	<b>171.75</b>
156898	1/16/2014	0007342 BEAUGARD, PAT	6438		MOORAGE REFUND	372.20

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156898	1/16/2014	0007342 0007342 BEUGARD, PAT			(Continued)	<b>Total : 372.20</b>
156899	1/16/2014	0000103 BLADE CHEVROLET, INC	143493		GASKETS	43.46
						<b>Total : 43.46</b>
156900	1/16/2014	0000962 BUILDING OFFICIALS, WASHINGTON ASSOC	2014WABO WABO2014		2014 MEMBERSHIP RENEWAL 2014 MEMBERSHIP DUES	195.00 140.00
						<b>Total : 335.00</b>
156901	1/16/2014	0003675 CAMPBELL, JAMES	TRAVEL ADVANCE		TRAVEL ADVANCE	127.50
						<b>Total : 127.50</b>
156902	1/16/2014	0005773 COMCAST	8498300270032028 8498300271046803		XFINITY TV 2014 INTERNET SERVICES	12.71 316.44
						<b>Total : 329.15</b>
156903	1/16/2014	0002374 CONSTRUCTION EXAM CENTER	123113		2014 REGISTRATION/BUXTON	895.00
						<b>Total : 895.00</b>
156904	1/16/2014	0006724 DIEKMAN POLYGRAPH SERVICES	14-1		PRE-EMPLOYMENT	200.00
						<b>Total : 200.00</b>
156905	1/16/2014	0005840 DUDLEY, SCOTT	TRAVEL ADVANCE		TRAVEL ADVANCE	127.50
						<b>Total : 127.50</b>
156906	1/16/2014	0000257 DUTCH MAID CLEANERS	1057		JAN 2014/LAUNDRY SERVICE	8.43
						<b>Total : 8.43</b>
156907	1/16/2014	0000273 EDGE ANALYTICAL, INC	14-00351		TESTING	300.00
						<b>Total : 300.00</b>
156908	1/16/2014	0000251 ENTERPRISE SERVICES, WASHINGTON STA	16-1-42141 2013120040		2014 ADMINISTRATIVE FEE DEC 2013/TECHNOLOGY BROKERING :	400.00 37,320.19
						<b>Total : 37,720.19</b>
156909	1/16/2014	0006618 FBI-LEEDA	41015-14		2014 MEMBERSHIP DUES	50.00
						<b>Total : 50.00</b>

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156910	1/16/2014	0000956 FINANCE OFFICERS, WASHINGTON ASSOCI.	63930178		2014 MEMBERSHIP/BOYER	50.00
						<b>Total :</b>
156911	1/16/2014	0003945 FIRST UNITED METHODIST CHURCH	010814		AGREEMENT	150.00
						<b>Total :</b>
156912	1/16/2014	0007141 FREEDOM PROPERTIES, LLC	013114		JAN 2014/ANIMAL SHELTER	2,500.00
						<b>Total :</b>
156913	1/16/2014	0000355 FRONTIER	240-2350		2014 CURRENT PHONE CHARGES	1,127.33
						279-1060 2014 CURRENT PHONE CHARGES 62.22
						675-1568 2014 CURRENT PHONE CHARGES 214.68
						675-1669 2014 CURRENT CELL CHARGES 62.07
						675-5190 2014 CURRENT PHONE CHARGES 43.36
						675-6858 2014 CURRENT PHONE CHARGES 56.74
						679-0500 2014 CURRENT PHONE CHARGES 56.42
						679-1640 2014 CURRENT PHONE CHARGES 57.69
						679-1651 2014 CURRENT PHONE CHARGES 56.74
						679-1789 2014 CURRENT PHONE CHARGES 56.89
						679-2530 2014 CURRENT PHONE CHARGES 62.07
						679-2628 2014 CURRENT PHONE CHARGES 330.86
						679-3902 2014 CURRENT PHONE CHARGES 57.28
						679-8477 2014 CURRENT PHONE CHARGES 81.50
						<b>Total :</b>
156914	1/16/2014	0001706 GARDNER, PAT	EXP REIMB		EXP REIMB	141.31
						EXP REIMB 957.50
						<b>Total :</b>
156915	1/16/2014	0004974 GREEN LIGHT SOLUTIONS	8263		DEC 2013/INSPECTIONS	955.00
						<b>Total :</b>
156916	1/16/2014	0002747 GUARDIAN SECURITY	477909		2014 ALARM MONITORING	57.00
						<b>Total :</b>
156917	1/16/2014	0000323 HD FOWLER COMPANY	I3544711		FROST PLATE/SEAL PLATE/O-RING	224.03
						<b>Total :</b>

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156918	1/16/2014	0006629 HIZON, TARA			TRAVEL ADVANCE	127.50
<b>Total :</b>						<b>127.50</b>
156919	1/16/2014	0000394 HUMAN RESOURCE SERVICES	122413		JAN 2014/UNEMPLOYMENT SERVICES	110.00
<b>Total :</b>						<b>110.00</b>
156920	1/16/2014	0007336 HUNGER, ROBERT	5447		MOORAGE REFUND	183.33
<b>Total :</b>						<b>183.33</b>
156921	1/16/2014	0000396 I-COM	INV14-007A INV14-008A		1ST QTR 2014/USER FEES 1ST QTR 2014/USER FEES	7,397.03 87,289.49
<b>Total :</b>						<b>94,686.52</b>
156922	1/16/2014	0000407 ISLAND COUNTY HEALTH DEPT	010114		2014 LICENSE RENEWAL	266.00
<b>Total :</b>						<b>266.00</b>
156923	1/16/2014	0000415 ISLAND DISPOSAL	010614		DEC 2013/COLLECTION CHARGES	11,645.90
<b>Total :</b>						<b>11,645.90</b>
156924	1/16/2014	0007162 JENNINGS, WILL			TRAVEL ADVANCE	271.50
<b>Total :</b>						<b>271.50</b>
156925	1/16/2014	0003099 JONES, BRUCE	3892		MOORAGE REFUND	17.15
<b>Total :</b>						<b>17.15</b>
156926	1/16/2014	0000522 LUEHR, TOM	1 1		DRIVING SERVICES DRIVING SERVICES	99.00 132.00
<b>Total :</b>						<b>231.00</b>
156927	1/16/2014	0002729 MAILFINANCE	H4404601		1ST QTR 2014 LEASE PAYMENT	806.84
<b>Total :</b>						<b>806.84</b>
156928	1/16/2014	0000660 MARKET PLACE FOOD & DRUG	619925 620109		GROCERIES GROCERIES	252.02 228.02
<b>Total :</b>						<b>480.04</b>
156929	1/16/2014	0007337 MARTIN, LEONARD	4799		MOORAGE REFUND	7.89

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156929	1/16/2014	0007337 0007337 MARTIN, LEONARD			(Continued)	<b>Total : 7.89</b>
156930	1/16/2014	0007341 MATTHEWS, WILLIAM	1282		MOORAGE REFUND	51.52 <b>Total : 51.52</b>
156931	1/16/2014	0000561 MERRIMAN, DOUGLAS	TRAVEL ADVANCE		TRAVEL ADVANCE	127.50 <b>Total : 127.50</b>
156932	1/16/2014	0000640 NORTHWEST BIOSOLIDS MGMT ASSOC	12182014001		2014 MEMBERSHIP DUES	176.00 <b>Total : 176.00</b>
156933	1/16/2014	0000600 NORTHWEST CLEAN AIR AGENCY	8509		2014 PER CAPITA FEE	7,770.00 <b>Total : 7,770.00</b>
156934	1/16/2014	0005925 NORTHWEST ENERGY EFFICIENCY	011514		CERTIFICATION RENEWAL/LAWSON	65.00 <b>Total : 65.00</b>
156935	1/16/2014	0005767 NORTHWEST RUNNER MAGAZINE	4520		JAN 2014/ADVERTISING	725.00 <b>Total : 725.00</b>
156936	1/16/2014	0006855 NORTHWEST YACHTING MAGAZINE	44569		ADVERTISING	671.00 <b>Total : 671.00</b>
156937	1/16/2014	0000672 OAK HARBOR ACE	233364 233368 233380 233483 233486 233497 233529 233560 233568 233577 233582 233611 233615 233618 233651		GREAT STUFF FASTENERS CAULK CAULK SCREWDRIVER/FASTENERS SAUCE PAN/CLEANNER CLAMPS/COUPLES/HOSE KEY CLEANER CAR WASH SCREWDRIVER/REPL FASTENERS NIPPLES/ELBOW BUNGEE CORD/OIL HOSE/COUPLE/ADAPTER	4.66 1.16 5.21 8.14 4.27 23.13 14.15 2.49 8.67 15.20 15.52 19.29 12.79 53.85 27.76

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156937	1/16/2014	0000672 OAK HARBOR ACE	(Continued) 233662 233697 233776		FASTENERS/PLUG TAPE/ANCHOR/WALLPLATE/OUTLET B RAKES	1.36 8.58 63.00
<b>Total :</b>						<b>289.23</b>
156938	1/16/2014	0000668 OAK HARBOR AUTO CENTER	001-189282 001-189299 001-189597		MOUNT MOUNT FILTER	27.10 -27.10 4.68
<b>Total :</b>						<b>4.68</b>
156939	1/16/2014	0000665 OFFICEMAX, INC	011840 965316		TONER OMX DPD MN BLK	128.09 6.00
<b>Total :</b>						<b>134.09</b>
156940	1/16/2014	0003101 OSWALT, CURTIS	4558		MOORAGE REFUND	224.53
<b>Total :</b>						<b>224.53</b>
156941	1/16/2014	0000693 PACIFIC COAST CONGRESS HARBOR-	2011154		2014 MEMBERSHIP DUES	225.00
<b>Total :</b>						<b>225.00</b>
156942	1/16/2014	0002985 PACIFIC TIRE CO. INC	0073191		TIRES	878.03
<b>Total :</b>						<b>878.03</b>
156943	1/16/2014	0007338 PEDERSON, MARK	5334		MOORAGE REFUND	15.60
<b>Total :</b>						<b>15.60</b>
156944	1/16/2014	0000730 POWELL, JANIS	1		DRIVING SERVICES	132.00
<b>Total :</b>						<b>132.00</b>
156945	1/16/2014	0000748 QUADRANT SYSTEMS, INC	1311154		2014 ANNUAL SOFTWARE SUPPORT	2,250.00
<b>Total :</b>						<b>2,250.00</b>
156946	1/16/2014	0006762 RAINIER ENVIRONMENTAL	1370		TESTING	500.00
<b>Total :</b>						<b>500.00</b>
156947	1/16/2014	0007339 SAVARY, DONALD	5288		MOORAGE REFUND	31.16

Voucher List  
City of Oak Harbor

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156947	1/16/2014	0007339 0007339 SAVARY, DONALD	(Continued)			<b>Total : 31.16</b>
156948	1/16/2014	0005967 SEATTLE AUTOMOTIVE DIST	S6-184139 S6-184165 S6-188929		MOTOR KIT/BLADE KIT ACTUATOR VALVE/GASKETS	192.81 131.37 35.68 <b>Total : 359.86</b>
156949	1/16/2014	0007029 SERVATIUS, JOEL	TRAVEL ADVANCE		TRAVEL ADVANCE	127.50 <b>Total : 127.50</b>
156950	1/16/2014	0002358 SERVICEMASTER OF THE ISLAND	9339		JAN 2014/JANITORIAL SERVICES	775.00 <b>Total : 775.00</b>
156951	1/16/2014	0005085 SEVERNS, ROBERT	TRAVEL ADVANCE		TRAVEL ADVANCE	127.50 <b>Total : 127.50</b>
156952	1/16/2014	0000964 SHERIFFS & POLICE CHIEFS, WASHINGTON	DUES2014-00039 DUES2014-00204		2014 DUES/STERKEL 2014 DUES/GREEN	75.00 245.00 <b>Total : 320.00</b>
156953	1/16/2014	0004184 SIPES, TAMRA	013114		JAN 2014/RACE COORDINATOR	2,546.00 <b>Total : 2,546.00</b>
156954	1/16/2014	0006542 SIPES, TAMRA	010814		EXP REIMB	123.37 <b>Total : 123.37</b>
156955	1/16/2014	0007340 SMITH, CLAUDIA	7111		MOORAGE REFUND	134.10 <b>Total : 134.10</b>
156956	1/16/2014	0000287 TYLER TECHNOLOGIES, INC	045-100659		2014 MAINTENANCE SUPPORT	56,312.22 <b>Total : 56,312.22</b>
156957	1/16/2014	0000922 UNUM LIFE INSURANCE COMPANY	121813		JAN 2014/LONG TERM CARE	142.20 <b>Total : 142.20</b>
156958	1/16/2014	0001639 WASHINGTON CITIES INSURANCE	20239		2014 LIABILITY/PROGRAM ASSESSMEN	291,417.00 <b>Total : 291,417.00</b>

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
156959	1/16/2014	0005079 WASHINGTON INSTITUTE OF SPORTS	OH3002		WELLNESS EXAMS	4,860.82
						<b>Total :</b>
156960	1/16/2014	0001043 WASHINGTON STATE BAR ASSOC	010714		2014 LICENSE FEES/ESPARZA	355.00
			010714A		2014 LICENSE FEES/LEWIS	355.00
						<b>Total :</b>
156961	1/16/2014	0000675 WHIDBEY COMMUNITY PHYSICIANS	010414-9		PHYSICAL/DALTON	225.00
						<b>Total :</b>
156962	1/16/2014	0001010 WHIDBEY TELECOM	3664850		CURRENT NET CHARGES	42.08
			3668025		ALARM MONITORING	63.68
						<b>Total :</b>
156963	1/16/2014	0007121 WHITFIELD UNTIED INSURANCE	40582		2014 NOTARY/MAY	100.00
						<b>Total :</b>
156964	1/16/2014	0003045 ZOLL DATA SYSTEMS	9011054		2014 MAINTENANCE	1,369.62
						<b>Total :</b>
<b>79 Vouchers for bank code : bank</b>						<b>Bank total :</b>
						<b>551,379.65</b>
<b>79 Vouchers in this report</b>						<b>Total vouchers :</b>
						<b>551,379.65</b>



### Navy Participation

On March 7, 2013, a project memorandum prepared by Carollo Engineers was delivered to Captain Nortier of NASWI. The letter outlined the City's perspective on a fair and reasonable method for determining a connection charge and also outlined potential additional costs for the Navy to consider.

After several months of correspondence and meetings, the Navy presented the City with a letter on November 25, 2013 indicating there were still outstanding concerns regarding the Navy's share of the connection cost. After numerous meetings between City staff and local and regional Navy staff, it has become clear that Federal Acquisition Regulations (FAR) commit the Navy to a long and prescriptive approval path. A schedule received by the Navy and provided to the City on December 13, 2013 (Exhibit B) indicates it may be March 2015 or later before the Navy can make a firm commitment. Even then, such a commitment would be based on calculations prepared by the Navy's consultant and not on those prepared by Carollo and presented to the Navy in March 2013. In addition, Navy representatives have expressed they are not prepared to pay cash for the connection charges and have asked the City to consider financing their charges and include those charges in a negotiated rate.

With this information in hand and following a City Council discussion December 17, 2013, the City sent Captain Nortier a letter on December 19, 2013 (Exhibit A) reiterating the proposed connection charges presented to the Navy in March 2013. The letter also indicated the City is unable to provide financing and will require an agreement with the Navy by January 20, 2014 in order to be included in design of the new WWTP. In short, this letter sought confirmation from the Navy that it would be unable at this time to commit to the cost sharing agreement outlined in March 2013. The City requested a response by January 20, 2014.

### Options

**This agenda bill was written prior to response from the Navy.**

In preparation for the January 20, 2014 response, staff developed three potential options for moving forward. All three options consider the Navy ultimately connecting to the City's WWTP.

#### Option 1 – Proceed with Navy Participation

This option assumes the Navy has agreed to the March 2013 terms presented by the City and is able to produce an acceptable agreement by January 20, 2014. This option presents the lowest cost to City rate payers and a larger facility.

Rates ↓      Capacity ↑      Risk ↓      Total Cost ↑

#### Option 2 – Proceed without Navy Participation, Construct a Larger Facility

This option assumes the Navy will connect to the new WWTP but is unable to agree to the terms presented by the City at this time. This option presents the greatest risk for the City and its rate payers. If the Navy is unable to connect or doesn't connect in the near

future, City rate payers would bear the burden of the additional construction and financing costs.

Rates ↑↑      Capacity ↑      Risk ↑↑      Total Cost ↑

**Option 3 – Proceed without Navy Participation, Construct a Smaller Facility**

This option reduces the treatment capacity and in turn reduces the size and cost of the facility. Should the Navy decide to connect at a later date and should council allow the connection, the usable life of the treatment plant would likely be reduced. This option provides the least risk to the City and its rate payers. Utility rates for this option will fall between the other two options.

Rates ↓      Capacity ↓      Risk ↓      Total Cost ↓

**Staff Recommendation**

Both Options 1 and 3 maintain reasonable rates while minimizing the risk to the City and its rate payers. Option 2 is not advised as it places all the risk on the City with no guarantee the Navy will connect.

**CITY COUNCIL WORKSHOP**

This item was discussed at the December 17, 2013 City Council Workshop.

**RECOMMENDED ACTION**

Adopt Resolution 14-xx.

**Resolution to be distributed at or just prior to the City Council meeting.**

**ATTACHMENTS**

Exhibit A – December 19, 2013 letter to Captain Nortier

Exhibit B – December 13, 2013 Navy approval schedule

# City of Oak Harbor

OFFICE OF THE MAYOR  
SCOTT DUDLEY  
MAYOR

Exhibit A



865 S.E. BARRINGTON DRIVE  
OAK HARBOR, WASHINGTON 98277  
(360) 279-4502  
FAX (360) 279-4507

December 19, 2013

Captain Mike Nortier  
Commanding Officer  
Naval Air Station Whidbey Island  
3730 North Charles Porter Avenue  
Oak Harbor, WA 98278-5000

RE: City of Oak Harbor Wastewater Treatment Plant

Dear Captain Nortier:

Thank you for meeting with me, the City Council and key staff on November 25, 2013 to discuss the Navy's interest in connecting to Oak Harbor's planned wastewater treatment plant. As I am sure you can appreciate, we have been very supportive of the prospect of including the Navy as a customer when the new plant opens in late 2017. We believe that there are many strong arguments for continuing to serve the Seaplane Base, not the least of which is to reinforce the secure and longstanding partnership between the City and NAS Whidbey Island.

That said, we certainly respect the Navy's due diligence in carefully evaluating the pros and cons of such an important decision. It is clear that there are many variables to consider before committing to one course over another, and we are certainly aware that your decision-making process, like ours, is built to insure accountability and financial restraint. Your letter to me dated November 14, 2013 lists four outstanding issues which confirm that you are not able to provide a firm commitment at this time.

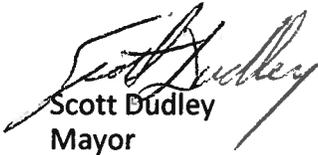
Since the meeting on November 25, Navy and City staff have been in close contact to explore potential paths forward that would, at once, meet the City's goal of moving ahead with a needed infrastructure improvement and meet the Navy's goal of economic viability. While these discussions have been cordial and productive, it has become clear that there is a considerable delta in time (likely one to two years at a minimum) between when the City must move forward to keep our project on track and when the Navy could definitively agree to a new Utility Services Contract that would define precise costs for the Navy's connection to the new plant. That lack of certainty, during a period of time when the City has planned for several years to be in full design and early construction of the new plant, is of significant concern to us, our ratepayers and our permitting agency.

At a City Council Workshop on December 17, 2013, we discussed those concerns and now offer the attached assessment (including cost sharing information provided to you on March 7, 2013) of the situation from the City's perspective. Please know that we understand and respect fully the process that you must follow before making a final decision on connecting to the new plant

this time – our intent in providing this assessment is to seek confirmation from the Navy by January 20, 2014 that it cannot provide a firm commitment at this time to the cost sharing arrangement outlined and presented in the first quarter of 2013.

We look forward to hearing from you no later than January 20, 2014. Should you have any questions regarding elements of this letter, please do not hesitate to contact Joe Stowell, our City Engineer, at 360-279-4520 or [jstowell@oakharbor.org](mailto:jstowell@oakharbor.org).

Sincerely,



Scott Dudley  
Mayor

- att. Assessment of Project Status/Navy Participation  
Project Memorandum, 22 February 2013
- cc. Oak Harbor City Councilmembers  
Larry Cort, City Administrator  
Cathy Rosen, Public Works Director  
Joe Stowell, City Engineer

## **Assessment of Project Status/Navy Participation**

### **December 18, 2013**

The City of Oak Harbor has been working diligently to replace our aging wastewater treatment plants with a new facility by the end of 2017. The existing rotating biological contactor (RBC) plant and lagoon system on the Seaplane Base are aging facilities that cannot be upgraded to meet the needs of the City. Both facilities are in need of repair and at risk of failure. In order to continue with design and complete construction by the end of 2017, the City and Navy must reach an agreement defining precise cost sharing terms by January 20, 2014 to provide sewer service. If the City and Navy are unable to reach an acceptable agreement by January 20, 2014, the City must proceed without Navy participation in order to stay on schedule, avoid permit violations and protect our rate payers from unjustifiable cost increases.

### **1. BACKGROUND**

In 2008, the City hired a consultant to prepare an update to our Sewer Comprehensive Plan, a requirement of Washington State Law. The results of the study concluded that our existing facilities exceeded 85% of design capacity and were predicted to be at 100% capacity by the end of 2017. In accordance with our National Pollution Discharge Elimination System (NPDES) permit through the Washington Department of Ecology (DOE), the City is required to expand our treatment capacity when this threshold is predicted to occur. As such, our NPDES permit has been amended to include the following deadlines:

- June 30, 2013 – Submittal of Draft Facilities Plan (Completed)
- December 31, 2014 – Submittal of Construction Drawings
- December 31, 2017 – Operational Plant

Failing to meet these deadlines *“...constitutes a violation of the Clean Water Act and is grounds for enforcement action; for permit termination, revocation and reissuance, or modification; or denial of a permit renewal application.”* (NPDES Permit No. WA0020567, paragraph G17)

Over the past three years, the City has corresponded with the Navy regarding the new wastewater treatment plant on several occasions. The following is a chronology of interactions with the Navy:

- October 21, 2010 – Navy Coordination Meeting
- November 9, 2010 – Stakeholder Workshop
- July 13, 2011 – Navy Briefing
- February 19, 2013 – Project Memorandum sent to Navy staff
- March 7, 2013 – Letter/Project Memorandum to Captain Nortier
- March 2013 – Presented Letter/Project Memorandum to high ranking Pentagon officials
- April 11, 2013 – Letter from Captain Nortier
- April 15, 2013 – Meeting with Navy Staff to discuss WWTP
- July 1, 2013 – Navy / CDM-Smith Kickoff Meeting
- August 21, 2013 – Navy Meeting
- September 4, 2013 – Navy Meeting
- November 25, 2013 – Navy Meeting

In addition to the formal meetings above, City and NAVFAC staff have been meeting and corresponding regularly.

In order to maintain the schedule prescribed by our permit with DOE, and to protect our rate payers from cost increases, the City of Oak Harbor would have needed an approved Utility Services Agreement with the Navy by January, 2014 if the Navy is to be a customer of the new wastewater treatment plant. Based on recent City discussions with local and regional Navy staff, it has become clear that such an agreement cannot reasonably be expected until 2015 at the earliest. However, before making a final decision on how and when to move forward with the project, the City is seeking confirmation from the Navy by January 20, 2014 that it cannot provide a firm commitment at this time to the cost sharing arrangement outlined below and presented in the first quarter of 2013.

## **2. REVIEW OF FEBRUARY 2013 COST SHARING MEMORANDUM**

As noted above, the February 22, 2013 Project Memorandum regarding cost sharing between the City and Navy, as prepared by Carollo Engineers, was sent to the Commanding Officer of the NAS Whidbey Island on March 7, 2013 (copy attached). The City of Oak Harbor believed the cost sharing breakdown to be a fair and reasonable approach to developing the Navy's fees for sewer service. Further, the City respectfully requested that the Navy indicate its scope of participation by July 1, 2013.

### **A. Connection Charges**

In this Project Memorandum, certain non-recurring, non-refundable connection charges were identified in order for the Navy to receive sewer service from the City of Oak Harbor. Payments of the connection charges would be expected monthly through the completion of construction. Monthly payments of the connection charges would be based on actual project costs accrued to that point. Connection charges would not be incorporated into rates. Should the Navy and City agree to an alternate method of calculating connection charges, it may be incorporated as an amendment to the utility services agreement.

Cost estimates for these connection charges are listed below are in 2011 dollars. For planning purposes, the City is expecting 3% to 6% inflation per year.

#### **Wastewater Treatment Plant Connection Charge**

The connection fee for the Navy to connect to the WWTP will be proportional to the contributing maximum month flow (MMF) from the Navy.

Table 1 in the attached Project Memorandum provided to the Navy March 7, 2013 indicates that the Navy's MMF contribution for Phase 1 of the WWTP is **21%**. The planning level estimate for project costs for the WWTP is \$72.1 million. The Navy's share equates to an estimated **\$15.1 million in 2011 dollars**.

A reduced connection charge for "urban improvements" will not be considered.

MMF in 2021 was chosen to be a fair and reasonable method of calculating the connection charge. MMF is the primary design point for sizing the WWTP.

## **Treated Effluent Outfall Connection Fee**

The connection charge for the treated effluent outfall will be proportional to the Navy's proportional peak flow (PF) discharged by the outfall. According to Tables 7 and 8 from the Project Memorandum, the Navy's percentage of PF is **19%**. With that, the Navy's estimated share of the project costs is **\$0.5 million in 2011 dollars**.

PF in 2030 was chosen to be a fair and reasonable method for calculating the connection charge. PF is the primary design point for sizing the outfall.

## **B. Collection System Improvements**

Significant improvements will be necessary to redirect Navy sewer flows from the existing lagoons to the new WWTP. Some of the required improvements will only serve Navy property. Other improvements may also serve other City customers.

### Navy Only

Where improvements solely serve the Navy, 100% of the project costs will be the responsibility of the Navy.

Should the Navy request assistance from the City to design, construct, operate and maintain collection system improvements that will solely serve the Navy, the Navy will be responsible for all project costs and a reasonable utility rate for operations and maintenance of the facilities. As with other improvements, connection charges will be assessed to the Navy in the same manner as other facilities.

Should the Navy design, construct, operate and maintain collection system improvements, the City will not adopt, accept, operate or maintain said improvements.

### City / Navy

Depending on which alignment the Navy pursues to connect to the City's collection system, improvements to the City's collection system may be necessary. Where the Navy and other City customers both benefit from the improvement, the connection charge will be determined based on the design flow used to size the improvement.

### Estimated Cost

Based on preliminary design efforts, Tables 5 and 6 in the attached Project Memorandum estimate the Navy's cost to construct collection system improvements to be **\$7.0 million in 2011 dollars**.

## **C. Wastewater Treatment Plant Operations and Maintenance**

Operations and maintenance (O&M) of the new facilities will be based on average annual flow (AAF) for the new WWTP. An individual utility rate will be developed for collection system improvements once a route has been chosen.

Historically, the City and Navy have shared O&M costs based on percentage of AAF. Tables 3 and 4 of the PM indicate an initial estimated O&M cost of \$459,000 per year in 2017 and an estimated \$421,000 per year in 2030.

## **D. Ownership, Maintenance and Operation of the New Facilities.**

Notwithstanding the payment by the Navy of a connection charge, the facilities to be supplied by the City under this agreement or any renewals thereof, will remain the property of and will be operated and maintained by the City.

**E. Decommission Existing Facilities**

*Per Contract Number N62474-85-C-6905, page 2-2, paragraph 2(b), "Should the Contractor desire to return the lagoon and associated facilities to the Government at the end of the (50) year agreement (or at any time before), the contractor will be responsible that all facilities will meet existing Environmental Protection Agency (EPA) and National Pollution Discharge Elimination System (NPDES) permit requirements at such time."*

Since the existing City wastewater treatment facilities currently meet NPDES requirements, no additional effort will be made by the City to improve or decommission the existing lagoons.

**F. Termination of Agreement**

In the event the Navy terminates this agreement, the City will be paid fair compensation for the work performed with respect to these facilities.

**3. DEADLINE FOR CITY DECISION**

In order to keep the wastewater treatment plant project on track to meet the City's 2017 deadline, the City must make a number of important design and procurement decisions starting in January, 2014. Consequently, the City Council will be considering action on January 21, 2014 on whether to proceed with the project assuming that the Navy will not be a customer under the cost sharing arrangement outlined above. A response is respectfully requested by **January 20, 2014** confirming that the Navy cannot commit to such a cost sharing agreement at this time.

1218 Third Avenue, Suite 1600  
Seattle, Washington 98101  
P. 206.684.6532  
F. 206.903.0419

## PROJECT MEMORANDUM

<b>Project Name:</b>	Treatment Facilities Facility Plan	<b>Date:</b>	February 22, 2013
<b>Client:</b>	City of Oak Harbor	<b>Project Number:</b>	8549A00
<b>Prepared By:</b>	Anne Conklin		
<b>Reviewed By:</b>	Brian Matson		
<b>Subject:</b>	City of Oak Harbor and U.S. Navy Cost Sharing		
<b>Distribution:</b>	Distribution		

---

### 1.0 INTRODUCTION

This memorandum describes the cost sharing between the City and Navy for a Phase 1 and year 2030 wastewater treatment plant (WWTP) at the Windjammer Vicinity site. These costs are broken into three components:

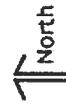
1. WWTP;
2. Conveyance;
3. Outfall.

### 1.1 Cost Sharing for Wastewater Treatment Plant (WWTP)

The City's new membrane bioreactor (MBR) treatment plant will be located within the Windjammer Vicinity site shown in Figure 1. The entire site is over 50 acres in size. Figures 2 and 3 show the conceptual site plan and section view of the site for a WWTP that is approximately three to four acres in size. This facility could be located in the red-shaded area of Figure 1 (referred to as the Charrette concept). Figure 4 shows a potential rendering of a facility in this location. The Charrette concept is one option for siting a treatment plant within the Windjammer Vicinity. Other concepts have been discussed. The final location of the treatment plant within the Windjammer Vicinity will be determined during preliminary design.

## Building Key

- ① Potential Community Building (cost not included)
- ② Administration Building
- ③ Maintenance Shop
- ④ Headworks
- ⑤ Aeration Basins (buried beneath road)
- ⑥ Membrane Bioreactor (MBR) Building
- ⑦ Mechanical Building
- ⑧ Electrical Building
- ⑨ Chemical Building
- ⑩ Solids Building
- ⑪ Odor Control Building



## WINDJAMMER CHARRETTE CONCEPT, CONCEPTUAL PLAN VIEW

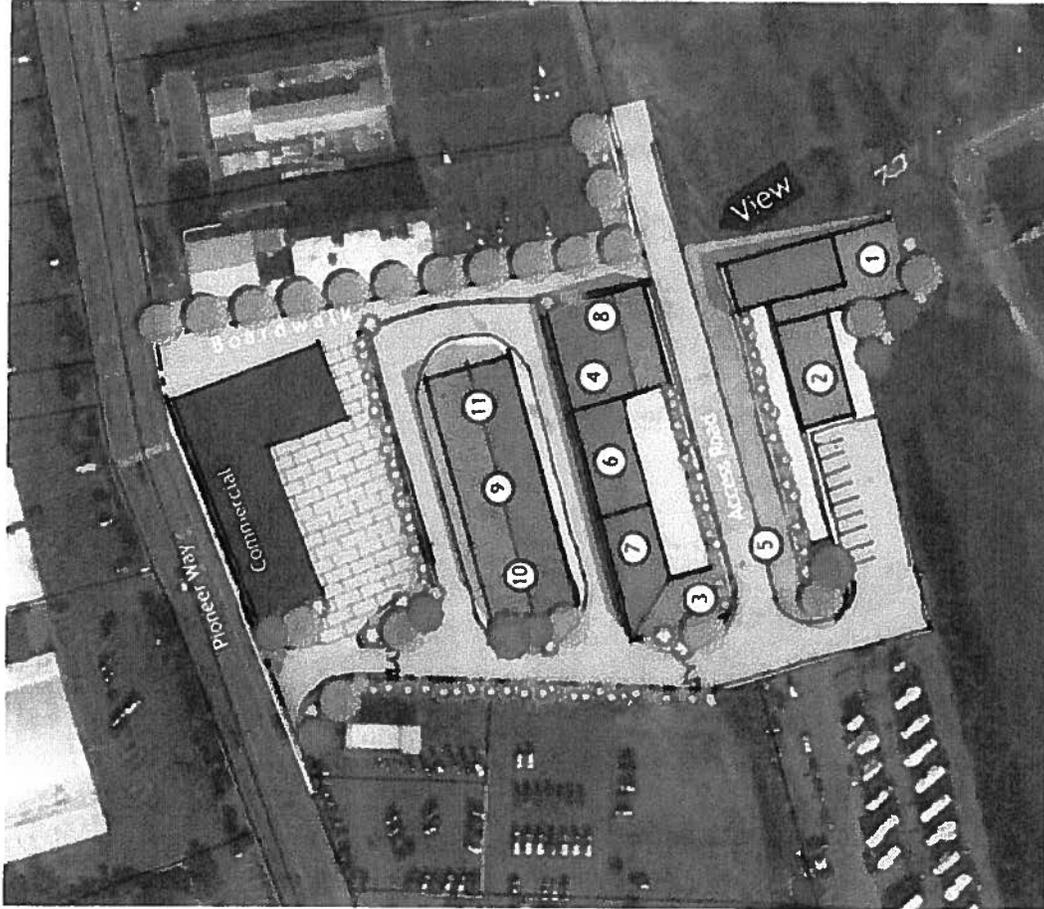
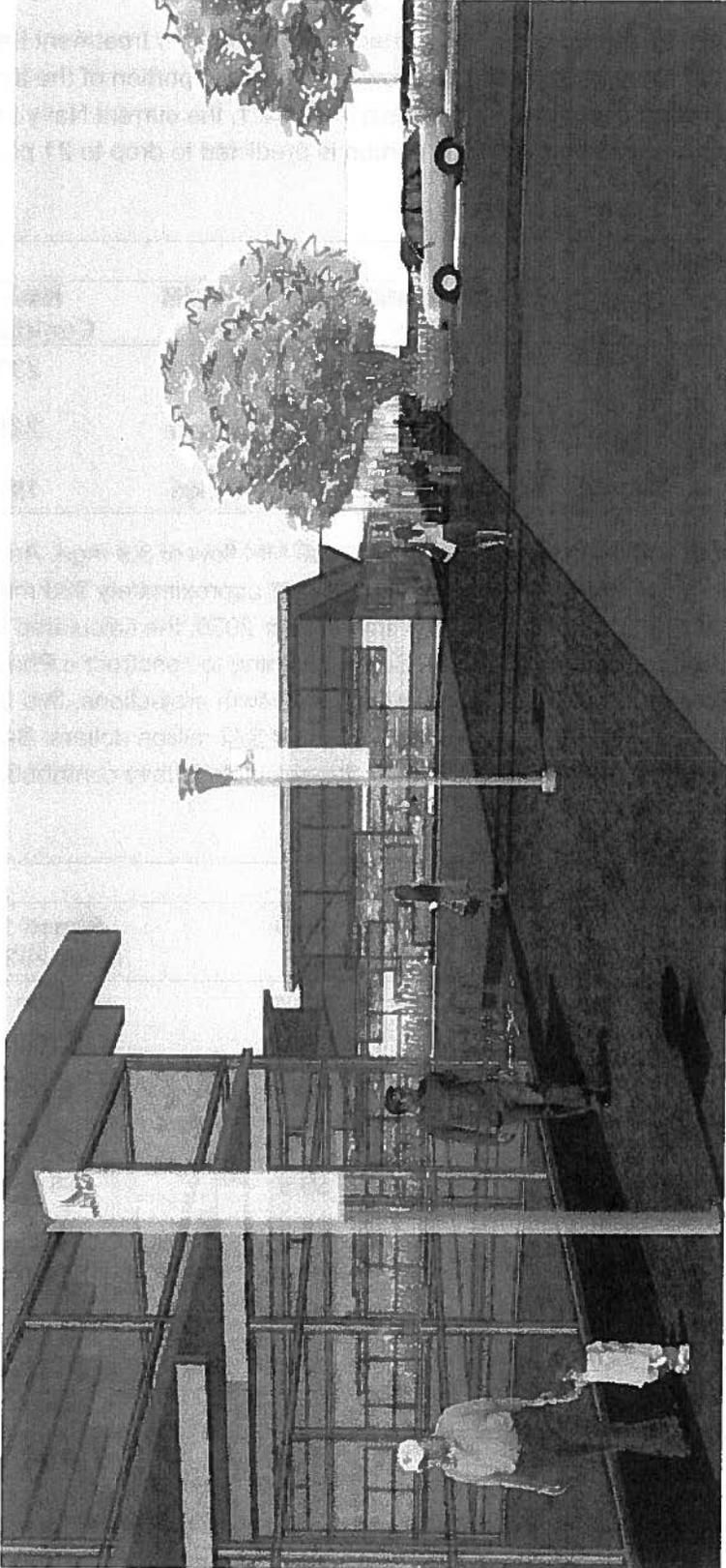


FIGURE 2

CITY OF OAK HARBOR



*Street view looking North from park past future re-aligned Bayshore Drive*

**WINDJAMMER CHARRETTE CONCEPT,  
CONCEPTUAL PERSPECTIVE VIEW**

FIGURE 4

CITY OF OAK HARBOR



## PROJECT MEMORANDUM

current Navy portion of the total AA flow is approximately 18 percent. This portion is predicted to drop to 17 percent by startup (year 2017), and to 14 percent by the year 2030.

The estimated total annual operation and maintenance (O&M) cost for the WWTP is shown in Table 4. Values are shown in current dollars for startup (2017) and for 2030. The Navy contribution to the projected O&M costs shown in Table 4 were determined using the percentages shown in Table 3.

	City AA Flow	Navy AA Flow	Total AA Flow	Navy % Contribution
Current Conditions (2012)	1.5 mgd	0.4 mgd	2.2 mgd	18%
Startup (year 2017) Conditions	1.9 mgd	0.4 mgd	2.3 mgd	17%
Year 2030 Conditions	2.4 mgd	0.4 mgd	2.8 mgd	14%

Component	Startup (Year 2017)	Year 2030
1) Labor	\$640,000	\$640,000
2) Power/Fuel/Solids	\$637,000	\$762,000
3) Chemicals	\$85,000	\$102,000
Current Maintenance	\$139,000	\$166,000
Equipment Replacement	\$117,000	\$140,000
Asset Management	\$178,000	\$213,000
4) Maintenance Subtotal	\$434,000	\$519,000
5) Miscellaneous	\$987,000	\$987,000
<b>Total</b>	<b>\$2,698,000</b>	<b>\$3,010,000</b>
<b>Navy Contribution Based on Percent of AA Flow</b>	<b>\$459,000</b>	<b>\$421,000</b>

### 1.2 Cost Sharing for Wastewater Conveyance

The approximate route for conveying raw sewage to the Windjammer Vicinity site is shown in Figure 5. Green segments from the Crescent Capeheart Housing Complex and Seaplane Base are required solely to convey Navy flow. Segment 2, is gravity pipeline within the City's system that needs to be upgraded solely to serve the additional flow from the Navy. Segments in red (4, 5, and 6) are shared conveyance routes (i.e., these pipes convey both Navy and City flows). Table 5 summarizes the Navy contribution to each of these five segments based on projected percentage of year 2030 peak hour flows. Table 6 summarizes the Navy contribution to the total conveyance project cost.

**PROJECT MEMORANDUM**

<b>Component</b>	<b>City Peak Flow</b>	<b>Navy Peak Flow</b>	<b>Total Peak Flow</b>	<b>Navy % Contribution</b>
Pump Station/Pipeline from Crescent Capeheart (1)	0 mgd	0.7 mgd	0.7 mgd	100%
Gravity Piping, Component (2)	1.9 mgd	0.7 mgd	2.6 mgd	100% <sup>1</sup>
Pump Station/Pipeline from Seaplane Base (3)	0 mgd	1.4 mgd	1.4 mgd	100%
Gravity Piping, Component (4)	1.9 mgd	0.7 mgd	2.6 mgd	27%
Gravity Piping, Component (5)	4.4 mgd	0.7 mgd	5.1 mgd	14%
Gravity Piping, Component (6)	9 mgd	2.1 mgd	11.1 mgd	19%

**Notes:**  
 1. Combined piping component, but does not need to be upgraded to serve City flow.

<b>Component</b>	<b>Estimated Cost (in millions)</b>	<b>Navy % Contribution</b>	<b>Total Navy Contribution</b>
Pump Station/Pipeline from Crescent Capeheart (1)	\$3.5	100%	\$3.5
Gravity Piping, Component (2)	\$0.3	100%	\$0.3
Pump Station/Pipeline from Seaplane Base (3)	\$3.1	100%	\$3.1
Gravity Piping, Component (4)	\$0.1	27%	\$0.02
Gravity Piping, Component (5)	\$0.6	14%	\$0.09
Gravity Piping, Component (6)	\$0.1	19%	\$0.03
<b>Total</b>	<b>\$7.7</b>		<b>\$7.0</b>

**1.3 Cost Sharing for Treated Effluent Outfall**

The different outfall options considered into Oak Harbor and Crescent Harbor are shown Figure 6. The preferred outfall will be along the existing outfall alignment into Oak Harbor. Table 7 shows the estimated Navy contribution to the outfall cost based on the projected percentage of year 2030 peak hour flows. Table 8 shows the estimated total outfall cost and the Navy contribution to that cost.

**PROJECT MEMORANDUM**

<b>Table 7 Basis of Outfall Sizing (Year 2030)</b>				
	<b>City Peak Flow</b>	<b>Navy Peak Flow</b>	<b>Total Peak Flow</b>	<b>Navy % Contribution</b>
Outfall Pipeline/Diffuser	9 mgd	2.1 mgd	11.1 mgd	19%

<b>Table 8 Outfall Cost Components (Year 2030)</b>	
<b>Process</b>	<b>Capital Cost (in millions)</b>
Mobilization	\$0.4
Nearshore Construction	\$0.2
Buried inter-tidal construction	\$0.9
Sub-tidal pipe	\$0.7
Other <sup>(1)</sup>	\$0.2
<b>Total Estimated Construction Cost</b>	<b>\$2.4</b>
Soft Costs (engineering, legal, and administration)	\$0.5
<b>Project Cost</b>	<b>\$2.9</b>
<b>Navy Contribution</b>	<b>\$0.5</b>
<u>Notes:</u>	
1. Other includes diffuser, site work and WDFW mitigation.	

**Total Alternative Cost Sharing**

Table 9 summarizes the total Phase 1 and Year 2030 costs and the estimated Navy contribution to these costs. As shown in Table 9, the estimated Navy Phase 1 cost is \$22.6 million dollars (in current dollars), which corresponds to \$26.3 million dollars when escalated to the mid point of construction (year 2015).

<b>Table 9 Total Alternative Costs (in millions)</b>				
<b>Component</b>	<b>2030 Cost</b>	<b>Navy Contribution</b>	<b>Phase 1 Cost</b>	<b>Navy Contribution</b>
WWTP	\$82.9	\$14.9	\$72.0	\$15.1
Conveyance	\$7.7	\$7.0	\$7.7	\$7.0
Outfall	\$2.9	\$0.5	\$2.9	\$0.5
<b>Total</b>	<b>\$93.5</b>	<b>\$22.4</b>	<b>\$82.6</b>	<b>\$22.6</b>
<b>Cost Escalated to Mid Point</b>			<b>\$96.3</b>	<b>\$26.3</b>

## NAVY Acquisition Timeline for WWTP (Tentative)

TASK	TENTATIVE TIMELINE	
	START	FINISH
Acquisition Strategy/Analysis of Alternatives	Current	4/1/14
*J&A Preparation (if decision to move forward)	4/1/14	4/21/14
*J&A Local Review/Signature	4/22/14	5/12/14
*J&A Higher Level (HQ) Approval	5/13/14	7/14/14
Issue RFP	7/15/14	7/15/14
Proposal Due	9/15/14	9/15/14
Navy Technical Analysis	9/17/14	10/10/14
Request Audit (if required)	10/13/14	1/5/15
Prepare Pre-Negotiation Business Clearance	1/6/15	1/20/15
Upper Level Review and Approval of Pre-Negotiation Business Clearance	1/21/15	1/27/15
Negotiations	1/28/15	2/4/15
Prepare Post-Negotiation Business Clearance	2/5/15	2/16/15
Upper Level Review and Approval of Post-Negotiation Business Clearance	2/17/15	3/10/15
Obtain Funding	3/11/15	3/17/15
CHINFO (if applicable)	3/18/15	3/20/15
Award Contract	3/23/15	3/25/15

\*NOTE: Dates are estimated and subject to change. J&A must be signed and approved prior to the issuance of a formal RFP



DEPARTMENT OF THE NAVY  
NAVAL AIR STATION WHIDBEY ISLAND  
OAK HARBOR, WASHINGTON 98278-5000

11345  
Ser N46/0078  
January 17, 2014

The Honorable Scott Dudley  
Mayor of City of Oak Harbor  
865 SE Barrington Drive  
Oak Harbor, WA 98277

Dear Mayor Dudley:

SUBJECT: NAVY COST SHARING REGARDING CONSTRUCTION AND OPERATION  
OF THE CITY OF OAK HARBOR NEW WASTE WATER TREATMENT  
PLANT

We recently received your letter dated December 19, 2013 wherein you specifically requested confirmation from the Navy by January 20, 2014 that we cannot provide a firm commitment to the cost sharing arrangement presented in March 2013. Your letter further requested that the Navy provide advance payments totaling \$22.6 million (2011 dollars) for connection charges, treated effluent outfall connection fee, and collection system improvements.

We recognize there are benefits of the Navy becoming a customer of the new Wastewater Treatment Plant (WWTP) and would like to continue discussions with the City to reach a viable agreement. However, fiscal limitations and acquisition regulations restrict our ability to confirm by January 20, 2014 a commitment to the cost sharing arrangement proposed or to fund a lump sum payment of \$22.6 million. Absent specific legislation, the Navy is not permitted to make lump sum payments for the City's new facilities related to the basic infrastructure or system. Another potential option is for the City to amortize the cost of the required new treatment facility into the rate base. The Navy remains interested in this project and wants to further engage the City in the hopes of reaching a mutually beneficial solution.

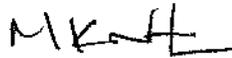
We value the strong partnership that exists between the City and the Navy and appreciate your willingness to find a mutually beneficial solution. We remain confident that if the new WWTP construction costs remain within budget and a rate structure is established that is fair, reasonable, and non-discriminatory, that the Navy and City should be able to agree to a Utilities Service Contract that meets the Navy's intent to be a future customer of the new WWTP. Nevertheless, we do not want to

11345  
Ser N46/0078  
January 17, 2014

compromise your construction schedule or place undue risk on the City or its rate payers. We look forward to hearing from you regarding a proposed way forward.

Please don't hesitate to contact CDR Mike O'Donnell, Public Works Officer, NAS Whidbey Island at (360) 257-1457 or [mike.o'donnell@navy.mil](mailto:mike.o'donnell@navy.mil) should you have any questions.

Sincerely,



M. K. NORTIER  
Captain, U.S. Navy  
Commanding Officer

CITY OF OAK HARBOR  
RESOLUTION NO. 14-05

**A RESOLUTION OF THE OAK HARBOR CITY COUNCIL  
DIRECTING STAFF TO PROCEED WITH DESIGN OF THE NEW  
WASTEWATER TREATMENT PLANT WITHOUT CONSIDERING  
FLOWS FROM THE SEAPLANE BASE**

WHEREAS, the 2008 City of Oak Harbor Comprehensive Sewer Plan identifies the need for a new wastewater treatment facility to meet future growth and to replace aging and at-risk infrastructure; and

WHEREAS, recognizing that the City of Oak Harbor is connected to the pristine waters of Puget Sound, specifically Oak Harbor Bay and Crescent Harbor Bay, the City's goal is to obtain the highest level of water quality practical while recognizing the limitations of the rate payers of the City to fund the improvements; and

WHEREAS, National Pollution Discharge Elimination System Waste Discharge Permit No. WA0020567 from the Washington State Department of Ecology has directed the City of Oak Harbor to increase wastewater treatment capacity by December 31, 2017; and

WHEREAS, the City of Oak Harbor Capital Improvement Plan of 2013-2018 specifically lists the Wastewater Treatment Plant Facilities Plan as a prioritized public project to be undertaken within the capital improvement plan time period; and

WHEREAS, input from the U.S. NAVY was sought, received and considered on potential wastewater treatment plant locations; and

WHEREAS, on August 14, 2012, City Council adopted Resolution 12-17 selecting the Windjammer Park site using a membrane bioreactor process (MBR) to best meet the needs of the City; and

WHEREAS, on March 7, 2013 the City of Oak Harbor provided a cost-sharing memorandum and requested a commitment by July 1, 2013 from the U.S. Navy to connect to the new wastewater treatment plant; and

WHEREAS, on November 25, 2013, the U.S. Navy delivered a letter indicating that the Navy could not provide a commitment without revisions to the cost-sharing memorandum dated March 7, 2013; and

WHEREAS, following discussion with the City Council on December 17, 2013, the City of Oak Harbor on December 19, 2013 requested confirmation from the U.S. Navy that it could not commit to the cost-sharing arrangement in the March

7, 2013 memorandum to connect the Seaplane Base to the new wastewater treatment plant; and

WHEREAS, on January 17, 2014 the U.S. Navy indicated they cannot provide a firm commitment by January 20<sup>th</sup>, 2014 to the cost sharing arrangement presented in March 2013, and

WHEREAS, design efforts have been suspended pending commitment of the U.S. Navy but must be resumed by January 21, 2014 in order to meet the Department of Ecology permit deadlines of December 31, 2014 for submittal of design drawings and December 31, 2017 for completion of an operational wastewater treatment plant.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Oak Harbor as follows:

1. The City of Oak Harbor shall not consider flows from the U.S. Navy when designing the new wastewater treatment plant, and
2. The City of Oak Harbor shall proceed with design and construction of the new wastewater treatment plant to remain in compliance National Pollution Discharge Elimination System Permit number WA0020567.

PASSED by the City Council and approved by its Mayor this 21st day of January, 2014.

CITY OF OAK HARBOR

\_\_\_\_\_  
SCOTT DUDLEY, MAYOR

Attest:

Approved as to form:

\_\_\_\_\_  
Anna Thompson, City Clerk

\_\_\_\_\_  
Grant K. Weed, Interim City Attorney

**City of Oak Harbor  
City Council Agenda Bill**

Bill No. 6.b  
Date: January 21, 2014  
Subject: Aggressive Panhandling  
Ord. #1683

**FROM:** Edgar J. Green, Chief of Police

**INITIALED AS APPROVED FOR SUBMITTAL TO THE COUNCIL BY:**

 Scott Dudley, Mayor  
 Larry Cort, City Administrator  
 Doug Merriman, Finance Director  
 Grant Weed, Interim City Attorney, as to form

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**PURPOSE**

The City of Oak Harbor Police Department is proposing this ordinance in an effort to curtail some repeated, aggressive, coercive panhandling behavior by individuals within the City limits.

**FISCAL IMPACT DESCRIPTION**

Signage for problem panhandling areas

1-sign = \$16.75 / Dozen = \$201.00

**SUMMARY STATEMENT**

The City of Oak Harbor Police has seen an increase in panhandling activity in its major arterial roadways. The panhandlers have demonstrated a pattern of aggressive behavior used to coerce passersby to give them money. The panhandlers have also taken to the entering the roadways approaching vehicles while people are stopped in traffic. They will tap on windows; call out to the people, intimidating them, again all in an effort to get money.

The actions of some of these panhandlers are close to the crimes of robbery and disorderly conduct, but these folks are careful not to "cross those lines". This ordinance is designed to give officers a "tool" to contact these folks and have them change their behavior. It also works for officers in keeping people out of the middle of busy roadways where the potential for an accident exist.

**RECOMMENDED ACTION**

Approve Ordinance #1683 addressing Aggressive Panhandling – Pedestrian Interference.

**ATTACHMENTS**

Copy of Proposed Ordinance #1683  
Copy of Panhandling Sign

**MAYOR'S COMMENTS**

**CITY OF OAK HARBOR  
Oak Harbor, Washington**

**ORDINANCE 1683**

**AN ORDINANCE OF THE CITY OF OAK HARBOR, WASHINGTON,  
ADDING A NEW CHAPTER 6.XX ENTITLED AGGRESSIVE  
PANHANDLING – PEDESTRIAN INTERFERENCE TO THE OAK  
HARBOR MUNICIPAL CODE; PROVIDING FOR SEVERABILITY AND  
EFFECTIVE DATE**

WHEREAS, coercive solicitation causes fear and intimidation upon citizens, and harms tourism and businesses; and

WHEREAS, the City Council believes that it is important to protect the citizens of Oak Harbor from fear and intimidation accompanying coercive solicitation, to promote tourism and business and to preserve the quality of urban life while providing safe and appropriate venues for constitutionally protected activities.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OAK HARBOR,  
WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. OHMC Chapter 6.XX entitled “AGGRESSIVE PANHANDLING - PEDESTRIAN INTERFERENCE” is added to read as follows:

**Chapter 6.XX  
AGGRESSIVE PANHANDLING - PEDESTRIAN INTERFERENCE**

Sections:

- 6. XX.010 Purpose.
- 6. XX.020 Definitions.
- 6. XX.030 Pedestrian interference.
- 6. XX.040 Aggressive Panhandling – Prohibited.
- 6. XX.050 Penalty.

**6.XX.010 Purpose.**

The purpose of this chapter is to regulate and punish acts of coercive and aggressive panhandling, and acts of begging that occur at locations or under circumstances specified herein which create an enhanced sense of fear or intimidation in the person being solicited, or pose risk to traffic and public safety.

**6.XX.020 Definitions.**

The following definitions apply in this chapter:

- (1) "Aggressive Panhandling" means to beg with the intent to intimidate or coerce another person into giving money or goods.
- (2) "Coerce" or "coercive" means to do any of the following with intent:
  - (a) To approach, speak or gesture to a person in such a manner as would cause a reasonable person to believe that the person is being threatened with a commission of a criminal act upon the person, another person or property in the person's possession; or
  - (b) To approach within one foot of a person for the purpose of making a solicitation without obtaining said person's initial consent; or
  - (c) To persist in a solicitation after the person solicited has given a negative response; or
  - (d) To block the passage of a person, pedestrian traffic, a vehicle or vehicular traffic while making a solicitation; or
  - (e) To engage in conduct that would reasonably be construed as intended to compel or force a person being solicited to accede to demands; or
  - (f) To make any false or misleading representation in the course of making a solicitation.
- (3) "Intimidate" means to engage in conduct which would make a reasonable person fearful or feel compelled.
- (4) "Panhandling" means: any means of asking, begging, requesting, or pleading made in person, orally or in a written or printed manner, directed to another person, requesting an immediate donation of money, contribution, alms, financial aid, charity, gifts of items or service of value, or the purchase of an item or service for an amount far exceeding its value, under circumstances where a reasonable person would understand that the purchase is in substance a donation.
- (5) "Obstruct pedestrian or vehicular traffic" means to walk, stand, sit, lie, or place an object in such a manner as to block passage by another person or a vehicle, or to require another person or a driver of a vehicle to take evasive action to avoid physical contact. Acts authorized as an exercise of one's constitutional right to picket or to legally protest, and acts authorized by a permit issued pursuant to Chapters 5.40, 5.50 and 11.14 OHMC, shall not constitute obstruction of pedestrian or vehicular traffic.
- (6) "Public place" means an area generally visible to public view and includes alleys, bridges, buildings, driveways, parking lots, parks, plazas, sidewalks and streets open to the general

public, including those that serve food or drink or provide entertainment, and the doorways and entrances to buildings or dwellings and the grounds enclosing them.

**6.XX.030 Pedestrian interference.**

A person is guilty of pedestrian interference if, in a public place, he or she intentionally:

- (1) Obstructs pedestrian or vehicular traffic; or
- (2) Aggressively Panhandles

**6.XX.040 Aggressive Panhandling – Prohibited.**

It shall be unlawful for a person to Aggressively Panhandle.

**6.XX.050 Penalty.**

Pedestrian interference is a misdemeanor. Aggressive Panhandling is a misdemeanor. Any person violating this chapter shall be punished by a fine not to exceed \$1,000 or by imprisonment and jail for not more than 90 days or by both such fine and imprisonment.

Section 2.     Severability. If any section, clause, and/or phrase of this Ordinance is held invalid by a court of competent jurisdiction, such invalidity and/or unconstitutionality shall not affect the validity and/or constitutionality of any other section, clause, and/or phrase of the Ordinance.

Section 3.     Effective Date. This Ordinance shall take effect immediately upon passage and publication of an approved summary thereof consisting of the title.

**ADOPTED** by the City Council and **APPROVED** by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

CITY OF OAK HARBOR

By: \_\_\_\_\_  
Scott Dudley, Mayor

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
Anna Thompson, Interim City Clerk

**NEWMAN**

**PROOF**

**ARTWORK APPROVAL NEEDED**

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- Approved As-Is
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- Need New Proof

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 COLOR: RED-BLACK ON WHITE  
 SALES REP: TARICA/TAMMY

# City of Oak Harbor City Council Agenda Bill

Bill No. 7. a  
Date: January 21, 2014  
Subject: Six-Year TIP Amendment:  
Waterfront Trail Improvements

FROM: Steve Powers *RP*  
Development Services Director

## INITIALED AS APPROVED FOR SUBMITTAL TO THE COUNCIL BY:

*[Signature]* Scott Dudley, Mayor  
*[Signature]* Larry Cort, City Administrator  
*[Signature]* Doug Merriman, Finance Director  
*[Signature]* Grant Weed, Interim City Attorney, as to form

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### PURPOSE

This agenda bill presents an amendment to the Six-Year Transportation Improvement Plan (TIP) to include improvements to the Waterfront Trail. The improvements include rerouting the trail at the VFW park, informational kiosks at the Marina, Windjammer Park, RV park and enhancements to scenic viewing areas at SE Pasek Street and VFW park.

### FISCAL IMPACT DESCRIPTION

The proposed TIP amendment to include the Waterfront Trail improvements will position the project to receive potential grant money to enhance trail safety, improve scenic viewing areas and build informational kiosks. The current application to the federally funded Transportation Alternative Program (TAP) which is administered by the Skagit-Island Regional Transportation Planning Organization (RTPO) is in the amount of \$442,100. Currently, the program does not require a local match. If the application is successful it will require staff time to administer federal funds.

### BACKGROUND

The City adopts a six-year TIP every year in July in accordance with state law. The primary purpose of the TIP is to facilitate use of federal transportation funds awarded to the City. Projects that have federal funding must appear in the six-year TIP at the local and state level so that the City can obligate and eventually use the federal funds. The projects listed on the TIP are coordinated with those listed in the Transportation Element of the Comprehensive Plan.

The City Council is requested to consider an amendment to include the Waterfront Trail in the six-year TIP. The Waterfront Trail is included in several of the City's plans such as the Parks, Recreation and Open Space Plan and the Transportation Plan. These plans indicate the importance of the Waterfront Trail to the community and the enhancement of it as a non-motorized trail that serves transportation and recreational needs of the community. Inclusion of the Waterfront Trail improvements in the TIP provides an opportunity for projects to be considered for federal grant monies when available.

# City of Oak Harbor City Council Agenda Bill

The City Council approved a resolution on April 2, 2013 authorizing staff to apply for a TAP grant to improve the Waterfront Trail. At that time the amount available in the grant program was \$177,000 and required a 13.5% match. With these limitations in mind, the City's application was limited to improvements at the VFW Park. The latest information on this grant program indicates that approximately \$229,000 will be available every year for the next 4 years. The State has therefore requested the RTPO to provide a four year project funding plan. This allows for more projects to be selected and scheduled over the next four year period. Please note, the TAP funds for the four year planning program must be shared between Island County and Skagit County in a competitive process. Skagit and Island County RTPOs have already agreed on a methodology to evaluate the projects.

## **DISCUSSION**

The City's Waterfront Trail can benefit from improvements such as, but not limited to, informational kiosks, scenic overlooks, erosion control and shoreline enhancement with native vegetation. Some of these improvements can be funded with grant money available through Transportation Alternative Program (TAP) funds. TAP funds are federal dollars that are distributed regionally through the State and the Regional Transportation Planning Organizations (RTPO). Since the Waterfront Trail is one of the most used trails in the City and can benefit from upgrades and enhancements, it would be wise to include it in the TIP and position it for a better opportunity to qualify for grants. Most grant programs are competitive and inclusion of the project in the appropriate plans can provide an edge for funding.

The City's Waterfront Trail improvement grant application is comprehensive and includes improvements at several sections. One of the primary improvements is to fix the trail along the VFW Park where a recent landslide has lead to the need to divert the trail. Since there are long standing plans to provide informational kiosks along the waterfront, the application proposes to install informational kiosks at the Marina, VFW Park, Flintstone Park, City Beach Street, RV Park and Freund Marsh. The grant application also includes scenic view enhancements at VFW Park and SE Pasek Street outfall. Including the Waterfront Trail improvements in the TIP will help the project qualify and compete with other projects from Island County, Island Transit, Coupeville, Langley and Skagit County.

## **PLANNING COMMISSION**

The Planning Commission held a public hearing on this amendment at its November 26, 2013 meeting. The Planning Commission voted unanimously on a recommendation to approve the TIP amendment.

## **RECOMMENDED ACTION:**

- Conduct a public hearing.
- Adopt Resolution No. 14-04

## **ATTACHMENTS:**

- Resolution No. 14-04
- Projects in the Six-Year Transportation Improvement Program (TIP)

RESOLUTION No. 14-04

A RESOLUTION ADOPTING AN AMENDMENT TO THE 2014-2019 SIX-YEAR  
TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the City of Oak Harbor adopts a six year Transportation Improvement Program (TIP) annually in accordance with RCW 36.77.010; and

WHEREAS, the TIP assures that the City has perpetually available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program; and

WHEREAS, the Waterfront Trail in Oak Harbor is included in several of the City's plans including the Transportation Plan, Comprehensive Plan and the Parks, Recreation and Open Space Plan for improvements; and

WHEREAS, amending the TIP to include Waterfront Trail Improvements is in conformance with the City's adopted plans and meets the requirements of RCW 36.77.010(2) to include projects for nonmotorized transportation purposes; and

WHEREAS, proper notices for the amendment was given and a public hearing held before the Planning Commission on November 26, 2013; and

WHEREAS, the Planning Commission conducted the public hearing on this amendment and recommends approval of the proposed TIP amendment;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oak Harbor, that an amendment to the Six-Year Transportation Improvement Program 2014-2019 is hereby approved to include the Waterfront Trail Enhancement project, a copy of which is attached hereto.

PASSED by the City Council of the City of Oak Harbor and approved by its Mayor on this 21<sup>st</sup> day of January, 2014.

CITY OF OAK HARBOR

\_\_\_\_\_  
SCOTT DUDLEY, MAYOR

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Grant Weed, Interim City Attorney



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	9	Waterfront Trail Enhancement Project Waterfront Trail Oak Harbor Marina to SW Scenic Heights St New sidewalk, way-finding information, landscaping, historic and environmental education.	WA-06418					28	C G P S T W	2.090 CE		No

Funding Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2014	STP(R)	31,242		0	4,876	36,118
P	PE	2015	STP(R)	25,950		0	4,050	30,000
P	CN	2014	STP(R)	103,800		0	16,200	120,000
P	CN	2016	STP(R)	103,800		0	16,200	120,000
P	CN	2017	STP(R)	167,708		0	26,174	193,882
			Totals	432,500		0	67,500	500,000

Expenditure Schedule Phase	1st		2nd		3rd		4th		5th & 6th	
	36,188	0	30,000	0	120,000	0	193,822	0	193,822	0
PE	36,188	0	30,000	0	120,000	0	193,822	0	193,822	0
CN	0	0	0	0	0	0	0	0	0	0
Totals	36,188	0	30,000	0	120,000	0	193,822	0	193,822	0

Grand Totals for Oak Harbor	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for Oak Harbor	432,500	0	67,500	500,000



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	16	Priority Number	1	B. STP ID		G. Structure ID		Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
				WA-05970		05/28/13		06/18/13			13-13	04	C G O P S T W	0.780	CE	Yes
				A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Terminals F. Project Description  SW Heller Street Improvements SW Heller Street SW Swantown Ave to W Whidbey Ave RW Acq., pave, curb, gutter, sidewalk, utilities, transit												

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE			2017		0		0	1,134,000	1,134,000
P	RW			2018		0		0	486,000	486,000
P	CN			2019		0		0	6,480,000	6,480,000
				Totals		0		0	8,100,000	8,100,000

Expenditure Schedule		1st		2nd		3rd		4th		5th & 6th	
Phase											
PE	0	0	600,000	0	0	0	0	0	0	534,000	0
RW	0	0	0	0	0	0	0	0	0	486,000	0
CN	0	0	0	0	0	0	0	0	0	6,480,000	0
Totals	0	0	600,000	0	0	0	0	0	0	7,500,000	0



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	16	Priority Number	2	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
				Whidbey Avenue Reconstruction Whidbey Avenue Heiler St to Regatta Dr Sidewalk, curb & gutter, drainage, transit facilities, non-motorized	WA-05971	05/28/13	06/18/13		13-13	03	C G P T W	1.800	CE	No

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016			0			0	1,232,000	1,232,000
P	CN	2018			0			0	7,568,000	7,568,000
Totals					0			0	8,800,000	8,800,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase						
PE		0	0	600,000	632,000	0
CN		0	0	0	0	7,568,000
Totals		0	0	600,000	632,000	7,568,000



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor

County: Island

MPO/RTPO: Skagit Island RTPO

N Inside

Y Outside

Functional Class	16	Priority Number	4	B. STIP ID G. Structure ID WA-05972		Hearing	05/28/13	Adopted	06/18/13	Amendment	Resolution No.	13-13	Improvement Type	03	Utility Codes	C G O P S T W	Total Length	CE	Environmental Type	No	RW Required	No
				A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description		Midway Blvd / NE 7th Ave Intersection NE Midway Blvd to Traffic Signal																

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2015		0		0		0	114,000	114,000
P	RW	2016		0		0		0	76,000	76,000
P	CN	2017		0		0		0	760,000	760,000
				Totals		0		0	950,000	950,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase						
PE	0	11,400	0	0	0	0
RW	0	0	76,000	0	0	0
CN	0	0	0	760,000	0	0
Totals	0	11,400	76,000	760,000	760,000	0



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	17	Priority Number	5	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID  G. Structure ID	Hearing	05/28/13	Adopted	06/18/13	Amendment	Resolution No.	13-13	Improvement Type	01	Utility Codes	C G O P S T W	Total Length	0.410 CE	Environmental Type		RW Required	No
				Eagle Vista Street - West Extension SW Eagle Vista St SR-20 to SW Rosario Pl Street extension	WA-05973																	

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE			2015		0		0	420,000	420,000
P	CN			2017		0		0	2,580,000	2,580,000
Totals						0		0	3,000,000	3,000,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase						
PE		0	420,000	0	0	0
CN		0	0	2,580,000	0	0
Totals		0	420,000	2,580,000	0	0



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	19	Priority Number	6	B. STIP ID		Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
				G. Structure ID		05/28/13	06/18/13		13-13	04	C G O P S T W	0.410 CE		No
				A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description		WA-05974								
				SE 4th Ave Reconstruction SE 4th Ave SW Midway Blvd to SE Ely St Street reconstruction, sidewalk, curb & gutter, storm water facilities, utilities										

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE			2017		0		0	342,000	342,000
P	CN			2018		0		0	2,098,000	2,098,000
Totals						0		0	2,440,000	2,440,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase						
PE		0	0	0	342,000	0
CN		0	0	0	0	2,098,000
Totals		0	0	0	342,000	2,098,000



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	14	Priority Number	7	A. PIN/Project No. B. STIP ID C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description G. Structure ID WA-05976		Hearing	05/28/13	Adopted	06/18/13	Amendment	Resolution No.	13-13	Improvement Type	03	Utility Codes	C G O P S T W	Total Length	0.690	CE	Environmental Type	Yes	RW Required	Yes
				SR-20 Improvement SR-20 SE Barrington Dr to SW Swantown Ave RW Acq., intersection improvements & channelization, widening, sidewalk, curb & gutter, retaining walls, & landscaping.																			

Funding Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2018	WSDOT	0	WSDOT	3,100,000	116,000	3,216,000
P	RW	2019	WSDOT	0	WSDOT	5,000,000	186,000	5,186,000
P	CN	2019	WSDOT	0	WSDOT	16,000,000	1,528,000	17,528,000
<b>Totals</b>				<b>0</b>		<b>24,100,000</b>	<b>1,830,000</b>	<b>25,930,000</b>

Expenditure Schedule Phase	Year				
	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	3,216,000
RW	0	0	0	0	5,186,000
CN	0	0	0	0	17,528,000
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,930,000</b>



# Six Year Transportation Improvement Program From 2014 to 2019

Agency: Oak Harbor  
 County: Island  
 MPO/RTPO: Skagit Island  
 RTPO

N Inside

Y Outside

Functional Class	16	Priority Number	8	B. STIP ID		Hearing	05/28/13	Adopted	06/18/13	Amendment	Resolution No.	13-13	Improvement Type	28	Utility Codes	C G O P S T W	Total Length	CE	Environmental Type	No	RW Required
				G. Structure ID		WA-06095															
				A. PIN/Project No.		Whidbey Avenue Pedestrian Crossing															
				C. Project Title		E Whidbey Ave															
				D. Road Name or Number		E Whidbey Ave to E Whidbey Ave															
				E. Begin & End Termini		Mid-block pedestrian crossing, center refuge island, pedestrian-activated warning system, ADA retrofit, sidewalk															
				F. Project Description																	

Funding		Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2015	STP(F)		20,000			0	13,000	33,000
P	CN	2017	STP(F)		80,000			0	52,000	132,000
			Totals		100,000			0	65,000	165,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase	PE	0	15,000		0	0
	CN	0	0		132,000	0
Totals		0	15,000		132,000	0

Grand Totals for Oak Harbor		Federal Funds	State Funds	Local Funds	Total Funds
		100,000	24,100,000	25,185,000	49,385,000