

GOVERNMENTAL SERVICES STANDING COMMITTEE

Regular Meeting
City Hall Conference Room
January 12, 2010

ATTENDANCE

The meeting began at 8:00 a.m. with the following in attendance: Jim Campbell, Rick Almborg, Scott Dudley and Mayor Slowik

Staff present: Steve Powers, Cathy Rosen, Cac Kamak, Ethan Spoo and Mack Funk.

PUBLIC COMMENT

None present for comment.

APPROVAL OF DECEMBER 14, 2009 MEETING NOTES

Not available for approval.

ADMINISTRATION

City Sustainability Committee

Cathy Rosen reported that the City is going to develop a Sustainability Plan for the City and the first step will be to appoint an internal interdepartmental committee. A greenhouse gas inventory was performed on the City operations and the community as a whole. As a result of the inventory a Climate Change Plan was developed to help the City to reduce its greenhouse gases. Goals were established in the plan but the plan was never formally adopted by City Council but staff has been working toward the goals by purchasing hybrid vehicles and a pilot project with biodiesel etc. The organization known as "Local Governments for Sustainability" has a program for developing a sustainability plan and the city will use it as a guide.

Ms. Rosen explained that sustainability is more than reducing greenhouse gases. The United Nation's Commission on sustainable development defines it as meeting the needs of the present without compromising the ability of future generations to meet their own needs. Three interrelated pillars have been identified by the Commission which are: 1) environment, 2) economic development and 3) social equity. The sustainability plan will be an overarching plan that ties all of the city's current sustainable policies and will establish some goals which includes social equity, and economic development items such as living wage jobs, affordable housing, civic engagement, education and providing for public art. The plan is bigger than the environment but does have one pillar that is the environment which includes water conservation, wastewater, stormwater pollution control and air quality.

The very first step is making a commitment which the Mayor has done by putting a staff committee together which includes Development Services, Parks, Environmental Coordinator, Wastewater and key stakeholders such as the Chamber of Commerce will be brought in when developing some of the goals such as tourism and living wage jobs.

Committee Discussion

There was discussion about the need to bring the public into the discussion in order to promote understanding of the sustainability issues. Committee also discussed using the Whatcom County model and applying for grant money.

DEVELOPMENT SERVICES

Shoreline Management Act and Shoreline Master Program Update

Mr. Spoo reported that all local jurisdictions (cities and counties) in Washington are required to have a Shoreline Master Program (SMP) to manage their shorelines under the State Shoreline Management Act (SMA). The SMA (1971) governs the use and development of shorelines in Washington State. Specifically, it strives to balance responsible shoreline development with environmental protection and public access.

As part of the State Growth Management Act, the City of Oak Harbor is required to do a full update to its SMP by December 2012. Our SMP was last updated in 1998. The State is giving us a grant for \$125,000 to complete the project. The project will have the following basic steps:

- An inventory (map) of the Shoreline.
- A description of Shoreline functions (environment, economy, public access).
- Policy and regulation development. (Public involvement!)
- Restoration plan for degraded areas.
- Adoption.

Next Steps

- Develop contract with Department of Ecology (State).
- Hire consultant.

For More Information

<http://www.ecy.wa.gov/programs/sea/sma/>

Committee Discussion

There was discussion about the grant as to whether it would cover all of the costs. Mr. Powers indicated that the City will be required to inventory not only the City shoreline but all the way to Polnell Point and the funding will likely be used for consultant. There were questions about public versus commercial access to the shoreline since the City is considering charging a launch fee for commercial access will that violate the DNR contract. Mr. Powers said that it doesn't violate the lease because public access means citizens not commercial access. Committee members also discussed conflicts with the septic issue. Mr. Powers stated that the City can focus on regulatory authority to connect within the city limits.

UGA Capacity Analysis

Mr. Kamak reported that the Urban Growth Area (UGA) analysis is to be limited to determining whether the existing UGA has capacity for a 20 year projection. The results of the analysis will pave the path for further discussions related to recommendations and changes, if any.

Mr. Kamak explained in accordance with the GMA (RCW 36.70A.110), UGAs are areas designated by a county, with input from towns and cities, where development is to occur. Since the city is performing the analysis that the county eventually uses to designate the UGA, it is important for the county and the city to agree on the methodology and assumptions used in the capacity analysis. The capacity analysis, though mathematical, does rely on several assumptions listed below:

Assumptions

- Population projections
- Use of the 2000 census data
- Using assessor's information to determine the development potential of land
- Threshold value to determine the development potential of land

- The categories of land that will be deducted from the developable land
- Using historical trends for projecting development potential

One of the first steps in the process, after a viable GIS database has been assembled, is to inventory the land area. The GIS maps will be a great help in this process. The total area within the City and the UGA needs to be determined along with the total area of the various land uses. Once this has been determined, then the growth potential lands need to be identified. The growth potential lands will include the green field, vacant lots and underdeveloped lots.

The determination of the underdeveloped lots will be the most challenging. The county assessor's database will be used to identify the lands that have a potential for redevelopment by comparing the total value of a parcel (land + improvements) to the value of the land. This is based on the assumption that a parcel has a high probability of developing over the next twenty years if its land value is significantly higher than the improvements (building/structure) on them.

After compiling the growth potential lands, some realistic deductions need to be made to the inventory such as lands impacted by critical areas, lands needed for public purposes (street, infrastructure etc), lands constrained by social and economic reasons and other lands that won't develop over the next twenty years.

The remaining land should provide the area that has development potential.

After the analysis has been completed, the capacity of the available land is determined by the type of land use designation and the associated density provisions adopted in the city's comprehensive plan.

Committee Discussion

There was some discussion about the difficulties in projecting redevelopment within a 20-year horizon and about projection formulas. Mr. Kamak indicated that the City will use State guidance and the Improvements to Land Ration (ILR). Committee asked about working with the County. Cac said that there is the possibility of a memorandum of understanding between the City and the County regarding the methodology and assumptions.

Goldie Road Annexation Status Report

Mr. Powers reported:

- There is a pending annexation for the east side of Goldie Road, from Technical Drive to Ault Field Road.
- Goldie Road sewer project nearing completion (gravity main, force main and lift station).
- Existing code would allow connection to sewer in advance of annexation (2 to 7 years).
- Staff is presently:
 - Studying the most efficient way to complete annexation (blanket ordinance versus individual annexation agreements).
 - Examining incentives and code modifications that encourage annexation sooner rather than later.
 - Conducting a fiscal analysis that determines cost of annexation versus benefits of annexation.
- Sit down with Mayor and Administration later this month.

Committee Discussion

Members discussed the stormwater issue and the possibility of city incentives regarding stormwater fees in exchange for getting annexed properties connected to the sewer and generating property and sales tax. Mr. Powers stated that the staff needs to finish its analysis and

have discussion with the Mayor and Mr. Schmidt then the Council about proposed policies and then talk to property owners before coming to the Council for official action possibly in May.

Marina Improvement Plan

Mr. Powers summarized the Marina Improvement Plan actions of 2006:

Redevelopment Program (2006)

- “The overall objective of this program was to determine the current condition of both in-water and upland facilities, and to develop a preferred concept to chart the course of the marina for at least the next 40 years.”
- Four alternatives were studied:
 - Maintain What You Have
 - New Configuration, Slip Mix A
 - New Configuration, Slip Mix B
 - Optimize Marina Configuration
- Implementation Strategy: “the recommended plan should be implemented in a single construction phase.”
- Reality of the cost of implementing construction in a single phase was realized and a phased approach was adopted.
- Phased Implementation:
 - Phase 1: New gangway, landing floats, partial electrical and water line
 - replacement – completion date April 2010
 - Phase 2: Dredging - design underway
 - Dredging contract out to bid late spring or early summer 2010
 - Dredging to start September 2010
 - Phases 3 and beyond: To be determined.

Mr. Powers outlined an approach for Phase 3 as follows:

Marina Improvement Plan (2010)

- Determine the scope, sequence, schedule and funding of remaining improvements
- Not only a good idea, directed by Municipal Code:
 - “The City Council shall adopt a five-year marina improvement plan which shall list the anticipated projects necessary for the safe and efficient operation of the marina over the subsequent five-year period. The marina improvement plan shall include a plan for financing the listed projects over the five-year period. The marina improvement plan shall be consistent with the capital facilities element of the comprehensive plan and the capital improvement plan.
- Plan development to occur 2010 and include major maintenance projects.
- Use Redevelopment Program (especially Facilities Inspection Report) as a starting point.
- Outside technical assistance may be necessary to evaluate the condition of the facility and sequencing of facility improvements.

Committee Discussion

Committee agreed that it was prudent to begin planning for Phase 3 at this time. There was some discussion about dredging the channel and the fact that Federal assistance would be needed for such and undertaking.

MARINA

General Update

Mr. Funk reported that the sections are being delivered the week of January 25th and the installation should be finished by February 10th. Following that will be the re-wiring on C-Dock which will start in March and be completed by the middle of April.

SENIOR SERVICES

General Update

Mr. McIntire was not available to provide an update.

DEVELOPMENT SERVICES DIRECTOR COMMENTS

None.

NEXT MEETING: February 9, 2010

MEETING ADJOURNED

9:25 a.m.