

Oak Harbor City Council
Workshop Meeting Minutes
November 28, 2018

CALL TO ORDER

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

ROLL CALL

City Council Present:

Mayor Bob Severns
Mayor Pro Tem Beth Munns
Councilmember Bill Larsen
Councilmember Tara Hizon
Councilmember Jim Woessner
Councilmember Joel Servatius

City of Oak Harbor Arts Commission:
Rodric Gagnon, Chair
Therese Kingsbury, Co-chair

Staff Present:

City Administrator Blaine Oborn
Finance Director Patricia Soule
Public Works Director Cathy Rosen
City Attorney Nikki Esparza
Police Chief Kevin Dresker
Human Resources Director Emma House
Development Services Director Steve Powers
Senior Services Administrator Liz Lange
Senior Planner Dennis Lefevre
Fire Chief Ray Merrill
City Clerk Carla Brown
Mayor's Assistant Deanna Emery

ADMINISTRATION

a. Arts Commission Presentation: Joseph Kinnebrew Sculpture Collection

City Administrator Blaine Oborn introduced Art Commission Chair, Rodric Gagnon and Co-chair, Therese Kingsbury, who then presented a PowerPoint presentation regarding the Joseph Kinnebrew Sculpture Collection. The Joseph Kinnebrew Sculpture Collection consists of 5 art pieces and is currently located in Bellingham. The Arts Commission would like to purchase the collection for \$19,566 and then transport and restore the collection at an estimated cost of \$15,000. This collection purchase is Phase 1 of an initiative to begin a rotational sculpture program in the City of Oak Harbor. Phase II and Phase III would consist of securing a location for a sculpture park and a rotating art exhibit respectively.

Mayor Pro Tem Munns, Councilmember Hizon, Councilmember Larsen, Councilmember Servatius and Councilmember Woessner provided their respective questions and comments. City Administrator Blaine Oborn, Arts Commission Chair Rodric Gagnon, and Co-chair Therese Kingsbury provided the answers. Council expressed interest in moving forward.

b. Arts Commission Presentation: Contribution to the Whidbey Island Arts Council

City Administrator Blaine Oborn introduced Art Commission Chair, Rodric Gagnon and Co-chair, Therese Kingsbury, who then presented a request from the Arts Commission to contribute a one-time grant of \$1000 to the Whidbey Island Arts Council. The Commissioners stated the contribution is in line with the mission statement of the Arts Commission to 1) foster arts and cultural programs for the city and its citizens, 2) foster the development of a local arts community, encouraging an environment for the success of working individual artists and 3) coordinate and strengthen new and existing art organizations and develop cooperation

with regional entities. The contribution would assist in purchasing supplies and instruction for the Whidbey Island Arts Council's Art Classes for Kids during the month of December 2018.

Councilmember Hizon and Councilmember Larsen provided their respective questions and comments. City Administrator Blaine Oborn, Arts Commission Chair Rodric Gagnon, and Co-chair Therese Kingsbury answered the questions. Council expressed interest in moving forward.

c. Future of City Owned Sleeper Road Property

City Administrator Blaine Oborn presented the staff report regarding the City-owned Sleeper Road Property consisting of two parcels totaling 39.15 acres and currently used as a timber investment. An appraisal of the property was completed in 2016 and zoning descriptions are rural residential and rural industrial. Two options were presented to Council for discussion: 1) Retain the property and continue timber investment and potentially develop a Bicycle Trail Park and 2) Explore selling the property thru a competitive process selection of a realtor.

Mayor Pro Tem Munns, Councilmember Hizon, Councilmember Larsen, Councilmember Servatius and Councilmember Woessner provided their respective questions and comments. City Administrator Blaine Oborn, Development Services Director Steve Powers and Public Works Director Cathy Rosen answered the questions. Council expressed interest in surplus-ing the Sleeper Road Property with the intent to engage a realtor to list the property for sale.

FINANCE

a. 2019-2020 Preliminary Biennial Budget Questions

Finance Director Patricia Soule opened the discussion for any follow-up questions regarding the 2019-2020 Preliminary Biennial Budget presented during the Public Hearing section of the agenda on November 20, 2018 Regular City Council meeting. Also, handouts were provided capturing the updates related to COLA percentage and minor housekeeping corrections. Note: Finance Director Patricia Soule also provided a 1% Property Tax Levy impact summary as requested by Councilmember Hizon during the Public Hearing for Ordinance 1856 Property Tax Levy discussion on November 7, 2018 Regular City Council Meeting.

Councilmember Hizon and Councilmember Servatius provided their respective questions and comments. Finance Director Patricia Soule answered the questions. Ordinance 1857: 2019-2020 Biennial Budget will be presented for action at the December 4th Regular Council Meeting.

b. Ordinance No 1843 – Stability Fund Code

Finance Director Patricia Soule presented the staff report and PowerPoint presentation regarding Ordinance No 1843., specifically highlighting the current code as adopted in 2012 (retainment of 25% of Prior year revenues), the impact to general fund, GFOA Guidance, MRSC Guidance, and the options of 8.5 %, 10%, or status quo of 25% fund balances.

Councilmember Larsen, Councilmember Hizon, Mayor Pro Tem Munns and Councilmember Woessner provided their respective questions. Finance Director Patricia Soule answered the respective questions and comments. Council expressed interest in the 10% option and requested the number of operating months the 10% option would allow. The ordinance will be presented for action at the December 4th Regular Council Meeting.

LEGAL DEPARTMENT

a. **Business License, Endorsements & Permits – Threshold Options**

City Attorney Nikki Esparza presented the staff report regarding Ordinance No 1844, specifically related to adopting a business license code in accordance with WA state law in which a threshold is established to obtain a license. Along with establishing a threshold of \$2,000 two options were presented regarding exemption. The two options were: 1) all businesses operating under the threshold of \$2,000 would not need a business license or 2) all businesses operating under the threshold of \$2,000 would be required to apply and obtain a business license but would not be imposed the business license fee. Staff is recommending option 2.

Councilmember Larsen, Councilmember Servatius, Mayor Pro Tem Munns, Councilmember Woessner and Councilmember Hizon provided their respective questions and comments. City Attorney Nikki Esparza answered the questions. Council expressed interest in moving forward with option 2 within Ordinance No 1844. The Title 5 restructure ordinances will be presented for action at the December 4th Regular Council Meeting

CITY COUNCIL

No Council comments.

ADJOURN

The meeting adjourned at 3:18 p.m.

Certified by: Carla Brown, City Clerk