

Oak Harbor City Council
Workshop Meeting Minutes
January 28, 2015

CALL TO ORDER

Mayor Pro Tem Paggao called the meeting to order at 3:00 p.m.

ROLL CALL

Present:

Mayor Pro Tem Danny Paggao
Councilmember Tara Hizon
Councilmember Rick Almberg
Councilmember Jim Campbell
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

Deputy City Administrator/Finance Director Doug Merriman
City Attorney Nikki Esparza
Deputy Fire Chief Mike Buxton
Public Works Director Cathy Rosen
Development Services Director Steve Powers
City Engineer Joe Stowell
Operations Manager Steve Bebee
Civil Engineer Brad Gluth
Parks Manager Hank Nydam
Human Resources Director Sara Piccone
Executive Assistant to the Mayor Kellye Mazzoli
Deputy Police Chief/ Police Captain Teri Gardner

Mayor Dudley and Councilmember Severns were absent.

Deputy Police Chief/ Police Captain Teri Gardner left at 3:12 p.m.
Councilmember Hizon left at 4:30 p.m.

AGENDA

1. Departmental Briefings

a. Park Board Recommendation: Restrictions on Smoking in the Park

Public Works Director Cathy Rosen provided the summary report

Councilmembers asked questions and Parks Manager Hank Nydam provided clarification.

Deputy Police Chief/ Police Captain Teri Gardner discussed enforcement concerns.

b. Report from Cronin Forestry – PW

Public Works Director Cathy Rosen introduced Mike Cronin of Cronin Forestry.
Mr. Cronin provided the summary report from Cronin Forestry.

City Council, staff and Mr. Cronin discussed the report results.

c. Update regarding the Post Office Oak Tree Wood – PW

Parks Manager Hank Nydam provided the summary report on power point. Mr. Powers summarized the Post Office Oak Tree Wood Use Ad Hoc Committee report.

Discussion among Council and staff regarding the committee's suggestions on the use of the wood.

2. Pending Agenda Items

a. Code Amendment regarding the Youth Commission (2/03)

City Attorney Nikki Esparza provided the summary for the pending Code Amendment.

The City Attorney explained that the Youth Commission will be best served to become an independent coalition in order to have the opportunity to join with other groups such as with Island County. This will provide the Youth Commission with greater access to grant funding and ability to provide more services for the Oak Harbor youth.

Staff's recommendation is to remove both the Oak Harbor Youth Commission and the Oak Harbor Youth Council from the City code and allow the Oak Harbor Youth Commission to function as an independent coalition.

Councilmember Campbell asked follow-up questions.

b. Civil Penalties and Infraction Code Amendment (2/03)

City Attorney Nikki Esparza provided a brief summary report.

One of the main goals in amending the civil penalties and infraction code is to be consistent with State Law with respect to appropriate infraction classes. The proposed ordinance amendment includes corrections to outdated code references in the civil penalties and infraction code.

Councilmember Almborg asked whether the proposed changes will be highlighted for clarity.

Councilmember Servatius thanked the legal department for their work on this much needed code amendment.

c. Letter of Engagement with the Attorneys of Sebris Busto James for Labor Negotiation Services (2/03)

Human Resources Director Sara Piccone outlined a summary of the intended Contract with Sebris Busto James.

Human Resources Department submitted Request for Proposals for Representation of Labor Negotiations and Services and received two (2) applicants.

Discussion among Councilmembers and staff.

Braun Consulting, the former Negotiations Representation firm, will provide information to the new representation team in order to get them up to speed.

Councilmember Almberg inquired about the change in Negotiation representation. Ms. Piccone responded that the change in representation may help reach union labor settlements.

d. Reclassify Position from Associate Planner-Engineering to Civil Engineer II (2/03)

Public Works Director Cathy Rosen provided the summary report. Ms. Rosen explained the rationale for the proposed position reclassification.

Councilmember Almberg confirmed that the proposed reclassification was budgeted for 2015-2016. Ms. Rosen answered that this was passed in the 2015-2016 biennial budget.

e. Ordinance 1719: Amending Park Code Chapter 6.12 (2/03)

Public Works Director Cathy Rosen provided the summary report.

The sale of alcohol in Catalina and Windjammer Parks is up for extension if desired. This provision has sunsetted in the current code.

f. Request for Qualifications for Construction Management – WWTP (2/17)

City Engineer Joe Stowell provided the summary report.

This Request for Qualifications is seeking construction management services for the Clean Water Facility. The goal is to have construction management on board by April of 2015.

Discussion between Councilmember Almberg and City Engineer Joe Stowell.

g. Request for Qualifications for Transportation Plan (2/17)

City Engineer Joe Stowell provided a brief summary regarding the Request for Qualifications (RFQ).

We have received grant funding from the State to complete the Transportation Plan and once the state provides authorization for the RFQ, the notice will be sent out. The goal is to provide notice in March 2015.

h. Professional Services Agreement with ERCI, Amendment No. 3 – WWTP (2/03)

City Engineer Joe Stowell provided a summary of Amendment No. 3 for ERCI services with the Waste Water Treatment Plant.

Mr. Stowell explained that through the permitting process, several new items have developed that were not predicted and outside the original scope of service. Amendment No. 3 adds the necessary scope to ERCI's contract to complete permitting.

3. Emerging Issues

a. County-wide Planning Policies

Development Director Steve Powers provided the staff briefing. These policies are the framework of the City's Comprehensive Plan.

b. Homeless Encampment Code update

Development Director Steve Powers provided the staff briefing. WCIA suggested we place Homeless Encampment Code provisions in our code. An Ad-hoc committee is in the process of being established to discuss this project.

Mr. Powers added that some of the Council's concerns discussed at the December Workshop meeting regarding this issue will be reflected in the pending draft.

Discussion between Councilmember Munns and Mr. Powers.

c. Waste Water Treatment Plant Discussion at 2/25/15 Workshop

Deputy City Manager/ Finance Director Doug Merriman announced that the Waste Water Treatment Plant Special Meeting has been rescheduled to the February 25, 2015 City Council Workshop from 3:00 to 6:00 p.m.

Development Director Steve Powers announced the need to schedule a Joint City Council and Planning Commission meeting to continue discussion on the County-Wide Planning Policies.

The joint meeting is scheduled for February 11, 2015 from 4:00 to 5:00 p.m.

Councilmember Munns suggested that staff coordinate with Washington State Department of Transportation to not close Deception Pass Bridge for construction and repairs during previously scheduled City events.

ADJOURNMENT

Mayor Pro Tem Paggao adjourned the meeting at 5:02 p.m.

Kellye Mazzoli, Executive Assistant to the Mayor