CALL TO ORDER

Mayor Bob Severns called the meeting to order at 6:00 p.m.

ROLL CALL

City Council Present: Mayor Bob Severns, Mayor Pro Tem Beth Munns, Councilmember Rick Almberg, Councilmember Erica Wasinger, Councilmember Joel Servatius, Councilmember Bill Larsen, Councilmember Jim Woessner

Staff Present: City Administrator Blaine Oborn, Development Services Director Steve Powers, Project Engineer Brett Arvidson, Police Chief Kevin Dresker, Fire Chief Ray Merrill, City Attorney Nikki Esparza, Finance Director Patricia Soule, Public Works Director Cathy Rosen, City Engineer Jim Bridges, Mayor’s Assistant Deanna Emery, City Clerk Carla Brown

EXCUSE ABSENT COUNCILMEMBERS

Motion: Mayor Pro Tem Munns moved to excuse Councilmember Hizon, second by Councilmember Almberg, motion was approved by a unanimous vote.

1. APPROVAL OF AGENDA

No objections, therefore the agenda is approved as presented.

2. PRESENTATIONS

a. Proclamations

None.

b. Honors & Recognitions

i. Recognize Ms. Fakkema’s 4th Grade Class from Hillcrest Elementary for Winning Splash Park Naming Contest.

Mayor Severns announced the winning name of the Splash Park Naming Contest as “Shipwreck Shores” and recognized Ms. Fakkema and her 4th Grade students from Hillcrest Elementary School. As a class project, the students researched the history of Oak Harbor and submitted an essay to support the name “Shipwreck Shores”. At 6:04p.m. Mayor Severns called for a 5-minute recess for Council to congratulate and take a picture with Ms. Fakkema and the 4th Grade students in attendance. The meeting reconvened at 6:08 p.m.
c. Community Partner Presentations


Jared Loranger from Fizz Events presented the 2019 Whidbey Island Marathon after-action report, specifically noting the increase in race participants from the 2018 race. Race demographics included entrants from all over WA, 29 States and 6 Countries. A huge thanks to the volunteers who made the event happen from water stations, to presenting medals, directing traffic, etc. Fizz Events is looking forward to the 2020 race and moving the race events to Windjammer Park.

3. CITIZEN COMMENT PERIOD

Mayor Severns opened the Citizen Comment Period at 6:21p.m.

Public Comment was offered by:

- Eric Johnston, Transportation Benefit District vision

Public comment was closed at 6:24p.m.

4. CONSENT AGENDA

Consent Items

a. Approval of Payroll and Accounts Payable Vouchers
b. Minutes: May 21, 2019 Regular Meeting
c. Professional Service Agreement: BHC Consultants, Pasek Sewer Overflow Structure, Amendment 6
d. Professional Service Agreement: Fizz Events, Whidbey Island Marathon
e. Resolution 19-19: Naming Windjammer Splash Park ‘Shipwreck Shores’
f. Resolution 19-21: Recognizing Oak Harbor Main Street Association’s Historic Downtown Logo

Councilmember Almberg requested to pull Item 4.c.: Professional Service Agreement: BHC Consultants, Pasek Sewer Overflow Structure, Amendment 5 for discussion.

Motion: No objection, therefore consent items 4.a., b. and d.-f. are approved as presented.

Councilmember Almberg and Councilmember Servatius gave their respective questions and comments regarding consent item 4.c. City Engineer Jim Bridges answered the respective questions.

Motion: Councilmember Servatius moved to authorize the Mayor to sign a contract amendment for Consultant Agreement Amendment No. 6 of the Professional Services Agreement between the City of Oak Harbor and BHC Consultants that changes the contract completion date from 06/30/2019 to 12/31/2019, second by Mayor Pro Tem Munns. Motion passed unanimously.

5. MAYOR, COUNCIL & STAFF COMMENTS

a. Mayor

Mayor Severns provided his respective comments and announcements.
b. Councilmembers
   No comments.

c. City Administrator
   Blaine Oborn provided his respective comments and announcements.

6. PUBLIC HEARINGS & PUBLIC MEETINGS

   a. Resolution 19-18: Declaring Utility Property Surplus—ScrewSucker Pump and Trailer

   Cathy Rosen, Public Works Director provided the background summary regarding the resolution to declare the ScrewSucker pump and trailer as surplus utility property, as it is no longer needed. The pump and trailer will be sold at fair market value.

   Mayor Severns opened the public comment period at 6:35 p.m. Public Comment was offered by:

   • Christon Skinner

   Public comment was closed at 6:35 p.m.

   Councilmember Almberg provided his respective questions. Public Works Director Cathy Rosen answered the questions.

   **Motion:** Councilmember Wasinger moved to approve Resolution 19-18 declaring utility property surplus—ScrewSucker Pump and Trailer, second by Mayor Pro Tem Munns. Motion passed unanimously.

7. ORDINANCES & RESOLUTIONS

   None.

8. CONTRACTS & AGREEMENTS


   Police Chief Kevin Dresker provided the background summary regarding the interlocal agreement between the City of Oak Harbor and the Oak Harbor School District (OHSD) for a School Resource Officer (SRO). Changes to the new contract include a 10% increase in the cost OHSD provides (total 60% contribution to cost of SRO) and formally include the Clover Valley School Campus in Island County. The new contract will be effective September 2019-June 2022.

   Mayor Severns opened the item up for public comment at 6:39 p.m., there being none, public comment was closed.

   Councilmember Servatius provided his respective comments.

   **Motion:** Councilmember Larsen moved to authorize the Mayor to sign the Interlocal Agreement with Oak Harbor School District for a School Resource Officer for the 2019-2022 School Years, second by Councilmember Wasinger. Motion passed unanimously.
b. Marina Department of Natural Resources Lease and Filled Tidelands Agreement.

Chris Sublet, Harbormaster provided a PowerPoint presentation and a background summary regarding the Marina lease renewal and the new filled tidelands area agreement with Washington State Department of Natural Resources (DNR). The current lease had a 10-year term and expires mid-June 2019. The lease renewal will be effective for 10 years with an initial cost of $30,000 per year (costs reviewed annually). The lease is only for the tidelands area of the Marina and has continuing environmental requirements. Since the ownership of the Marina filled tideland remains in question between the City and DNR, a separate 10-year term agreement with no cost is required for the filled tidelands area.

Mayor Severns opened the public comment period at 6:48 p.m. Public Comment was offered by:

- Christon Skinner

Public Comment was closed at 6:50 p.m.

Councilmember Woessner, Councilmember Almberg, Councilmember Wasinger and Councilmember Servatius provided their respective questions and comments. Harbormaster Chris Sublet answered the respective questions.

**Motion:** Councilmember Almberg moved to authorize the Mayor to sign the Department of Natural Resources (DNR) Lease Renewal, second by Mayor Pro Tem Munns. Motion passed unanimously.

**Motion:** Councilmember Almberg moved to authorize the Mayor to sign the DNR Filled Tidelands Agreement, second by Mayor Pro Tem Munns. Motion passed unanimously.


Jim Bridges, City Engineer provided a PowerPoint presentation and a background summary regarding the drainage issues on the former Wright Property located at the intersection of Easy Street and Goldie Street. Herrera will provide engineering design, survey assistance, bidding assistance and construction support for the construction of storm water conveyance and flow control on the property.

Mayor Severns opened the item up for public comment at 6:59 p.m., there being none, public comment was closed.

Councilmember Servatius provided his respective questions. City Engineer Jim Bridges answered the questions.

**Motion:** Councilmember Servatius moved to authorize the Mayor to sign a Professional Services Agreement between the City of Oak Harbor and Herrera Environmental Consultants in the amount of $76,972, second by Councilmember Larsen. Motion passed unanimously.

d. Professional Service Agreement: HDR Engineering, Inc., Utility Rate Study Amendment 2

Cathy Rosen, Public Works Director provided the summary background regarding the intent to extend the utility rate study professional services contract with HDR Engineering, Inc in response to the notification of increased cost for recyclables to $135.00 per ton. HDR
Engineering has previously performed studies on utility rate and fee updates for the City’s water sewer, storm drain and solid waste utilities as well as park impact fees.

Mayor Severns opened the item up for public comment at 7:05 p.m., there being none, public comment was closed.

Councilmember Servatius and Councilmember Wasinger provided their respective questions and comments. Public Works Director Cathy Rosen answered the respective questions.

**Motion:** Councilmember Larsen moved to authorize the Mayor to sign Professional Services Agreement Amendment 2 with HDR Engineering, Inc. to 1) analyze the impact to solid waste rates for up to three recycling service alternatives, 2) prepare a cost of service analysis for the four different programs that the Solid Waste Division provides, and 3) extend the expiration date of the contract to December 31, 2019. Professional Services Agreement Amendment 2 with HDR Engineering, Inc. will increase the contract amount by $12,000.00 thereby increasing the total to $60,050.00, second by Mayor Pro Tem Munns. Motion passed unanimously.


Brett Arvidson, Project Manager provided a PowerPoint presentation and a background summary regarding KBA’s current services including project administration, resident engineering, quality assurance, building inspections, regulatory compliance and cost review. With the completion of active construction nearing, construction related services will cease, but the need for contract administration during construction closeout remains. The extension to the KBA professional service contract will expire March of 2020. Amendment 4 extends the term of the contract and increases the total contract by a not to exceed amount of $100,000.

Mayor Severns opened the item up for public comment at 7:11 p.m., there being none, public comment was closed.

Mayor Pro Tem Munns, Councilmember Almberg, Councilmember Wasinger and Councilmember Larson provided their respective questions and comments. Project Manager Brett Arvidson and Finance Director Patricia Soule answered the questions.

**Motion:** Councilmember Larsen moved to authorize the Mayor to sign Contract Amendment No 4 with KBA, Inc. in the amount of $100,000, increasing the total contract amount from $4,160,700.00 to $4,260,700.00, seconded by Mayor Pro Tem Munns. Motion on floor was further discussed.

Councilmember Servatius called for question and provided his respective comments and questions. Project Manager Brett Arvidson answered the respective questions.

**Motion:** Councilmember Servatius moved to amend the motion to include no salary escalation in Amendment 4, second by councilmember Wasinger. Motion passed unanimously.

**Motion:** Mayor Pro Tem Munns moved to approve the amended motion to authorize the Mayor to sign the Professional Service Agreement Amendment No. 4, second by Councilmember Almberg. Motion passed unanimously.

Cathy Rosen, Public Works Director provided the background regarding the current professional services contract with Semrau Engineering and Surveying for the review of engineering and survey designs. Due to the increase in the number of development application and the complexity of the proposed plans, the contract amount needs to be increased. Staff is proposing to increase the contract amount by $60,000, thereby increasing the total contract cost from $100,000 to a not to exceed amount of $160,000.

Mayor Severns opened the item up for public comment at 7:29 p.m., there being none, public comment was closed.

Councilmember Woessner, Councilmember Almberg, Councilmember Servatius, and Mayor Pro Tem Munns provided their respective questions and comments. Public Works Director Cathy Rosen answered the questions.

**Motion:** Councilmember Servatius moved to authorize the Mayor to sign Professional Services Agreement Amendment 3 with Semrau Engineering & Surveying to review engineering and survey design on an on-call bases, increasing the contract amount by $60,000, thereby increasing the total contract cost from $100,000 to a not to exceed amount of $160,000 and approving the consultant's 2019 fee schedule, second by Councilmember Larsen. Motion passed unanimously.

- g. Utility Franchise Agreement: WA State Department of Transportation, Vegetation/Timber Removal and Mitigation Payment Agreement UCB 1547.

Jim Bridges, City Engineer provided the background regarding the removal of trees along state route 20 during the SR20/Banta Rd Water Main replacement project. Washington State Department of Transportation (WSDOT) established a tree mitigation agreement and 3-year plant establishment for any tree removal per the WSDOT Roadside Policy Manual. WSDOT and the City have agreed that it is impractical to replace trees within the project footprint, therefore the tree replacement credit system can be utilized with the City paying the total tree replacement credit cost of $22,132.44.

Mayor Severns opened the item up for public comment at 7:45 p.m., there being none, public comment was closed.

Councilmember Larsen, Councilmember Almberg, Councilmember Wasinger, and Councilmember Servatius provided their respective questions and comments. City Engineer Jim Bridges answered the questions.

**Motion:** Councilmember Larsen moved to authorize the City Engineer to execute the Utility—Vegetation/Timber Removal and Mitigation Payment Agreement, Agreement Number UCB 1547 in the amount of $22,132.44, second by Mayor Pro Tem Munns. The motion passed unanimously.

9. **OTHER ITEMS FOR CONSIDERATION**

None.

10. **REPORTS & ITEMS FOR DISCUSSION**

None.

11. **EXECUTIVE SESSION**

None.
ADJOURN

Motion: No objection, therefore the meeting adjourned at 7:49 p.m.

Certified by Carla Brown, City Clerk