

Oak Harbor City Council
Workshop Meeting Minutes
May 20, 2020

CALL TO ORDER

Mayor Severns called the meeting to order at 5:00 p.m.

Due to COVID-19, there was NO physical meeting location per WA Proclamation 20-28. Meeting was viewable live via YouTube or Channel 10 and was telephonically available at (623)404-9000, Meeting ID: 149 322 1980 (NOTE: Audio only, No Comments).

ROLL CALL

City Council Present: Videoconference

Mayor Robert Severns
Mayor Pro Tem Munns
Councilmember Joel Servatius
Councilmember Jeff Mack
Councilmember Jim Woessner

Staff Present: Videoconference

City Administrator Blaine Oborn
Finance Director Patricia Soule
Public Works Director Cathy Rosen
Interim Development Services Director Cac Kamak
City Engineer Jim Bridges
Associate Planner Ray Lindenburg
Fire Chief Ray Merrill
Police Chief Kevin Dresker
Human Resources Director Emma House
Public Information Officer Sabrina Combs
Assistant City Attorney, Anna Thompson
City Administrator Assistant Lisa Felix
Outgoing City Clerk Carla Brown
City Clerk Julie Lindsey

DEVELOPMENT SERVICES

a. Central Business District Zoning Code Amendment Status.

Interim Development Services Director Kamak and Associate Planner Lindenburg provided an update of the Amendment status and scheduling. The City will need to further extend the moratorium for a short period per RCW 36.70A-390. A six-month extension was approved in February for completion in August, and more time is needed. Staff is investigating options for a future social-distancing appropriate open-house or virtual online meeting and anticipates this could slightly delay the process of the Central Business District revisions.

Mayor Pro Tem Munns and Councilmember Woessner provided their respective comments and questions.

The Amendment will be brought forward at an upcoming Council meeting.

b. Island County Interlocal Agreement – Hoffman Trail.

Interim Development Services Director Kamak reviewed the Interlocal Agreement noting an amendment will be needed. He was joined by Public Works Director Rosen and City Engineer Bridges in providing an update on the Agreement and coordination with the Navy's environmental cleanup efforts on adjacent property and the Washington State Department of Transportation.

Mayor Pro Tem Munns, Councilmember Servatius, and Councilmember Mack provided their respective comments and questions.

The Agreement will be brought forward at an upcoming Council meeting.

PUBLIC WORKS

a. Staff Re-Organization Plan

Public Works Director Rosen provided an overview of the proposed Re-Organization Plan for that department.

Mayor Pro Tem Munns, Councilmember Mack, Councilmember Servatius, and Councilmember Woessner provided their respective comments and questions. Public Works Director Rosen and City Engineer Bridges answered the respective questions

The Re-Organization Plan will be brought forward at a future Council meeting.

ADMINISTRATION

a. COVID-19 Economic Recovery Response Effort

City Administrator Oborn stated the purpose of the report is to communicate what the City Administrator and City staff are currently working on or planning. Highlighted areas included the COVID-19 update (status of employees and City measures), CARES funding, reimbursement for COVID-19 related expenditures, and Business Economic Recovery. City Administration is actively coordinating with Island County, Oak Harbor Chamber of Commerce and the Oak Harbor Main Street Association (OHMSA) on COVID-19 economic recovery response efforts. Island County is likely to receive \$4,665,100 in CARES funding, Island County has procured \$333,000 in County Funds to begin this relief effort. The City is likely to receive \$689,000 in CARES funding. City Administrator Oborn provided a detailed presentation of the proposed City of Oak Harbor Cares Funding Program.

Councilmember Mack, Councilmember Servatius, Mayor Pro Tem Munns and Mayor Severns provided their respective comments and questions. City Administrator Oborn answered the respective questions

b. City Administrator Report

City Administrator Oborn reported that Councilperson Larsen had submitted his resignation from the Council, having relocated outside of the City limits. Staff will bring forth a process for filling the Council vacancy at the June 2, 2020 Regular Council Meeting.

Other key items included:

Boards and Commissions: The April and May Arts Commission Meetings, along with most Board and Committee Meetings were cancelled due to COVID-19 as is the May Planning Commission Meeting.

Community Events and Special Events Permitting: The Mayor, Administration, Special Events Permitting are in close communication regarding summer events and how they will be impacted by COVID-19 phasing requirements and has had two meetings with Island County Health Director Higman. As gatherings of more than 50 people are still prohibited in Phase 2, the Chamber Board of Directors has cancelled the event and the fireworks display.

City Clerk: The City says farewell to Carla Brown and welcomes Julie Lindsey as City Clerk.

CITY COUNCIL

Mayor Severns reported briefly on the meeting with the Island County Board of Health. The Board of Health has submitted to the Governor's office that the County is prepared to move to Phase 2, except for camping.

Councilmember Mack, Councilmember Servatius, and Mayor Pro Tem Munns provided additional comments concerning the cancelling of the fireworks and events and on the status of items being worked on by staff to bring to the Commission regarding smoking in City parks and the installation of cameras.

ADJOURN

There being no further reports or discussions, Mayor Severns adjourned the workshop meeting at 7:02 p.m.

Certified by Julie Lindsey, City Clerk