

Oak Harbor City Council
Workshop Meeting Minutes
August 26, 2020

CALL TO ORDER

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

Due to COVID-19, there was NO physical meeting location per WA Proclamation 20-28. Meeting was viewable live via YouTube and was telephonically available at (623)404-9000, Meeting ID: 149 766 1467 (NOTE: Audio only, Workshop Meetings do not normally include public comment).

ROLL CALL

City Council Present: Videoconference

Mayor Robert Severns
Mayor Pro Tem Munns
Councilmember Goebel
Councilmember Tara Hizon
Councilmember Jeff Mack
Councilmember Joel Servatius
Councilmember Wasinger
Councilmember Jim Woessner

Staff Present: Videoconference

City Administrator Blaine Oborn
Public Works Director Cathy Rosen
Interim Development Services Director Cac Kamak
City Engineer Jim Bridges
Senior Planner Dennis Lefevre
Fire Chief Ray Merrill
Police Chief Kevin Dresker
Human Resources Generalist Kim Andrews
Interim City Attorney, Anna Thompson
Accountant Tallie Boyer
City Administrator Assistant Lisa Felix
Public Information Officer Sabrina Combs
City Clerk Julie Lindsey

Also in attendance: City Consulting Attorney
Grant Weed of Weed Graafstra & Associates

MAYOR

Mayor Severns welcomed all attending via videoconferencing. He explained that due to COVID-19 there was no physical meeting and only minimal staff and the City's videographer were in attendance in Council Chambers.

a. COUNCIL TRAINING FROM WCIA

Mayor Severns noted with the recent appointment of a new council member, this was an appropriate time to provide updates and training to the Council, He introduced City Consulting Attorney Grant Weed and Anne Bennett, Executive Director of the Washington Cities Insurance Authority (WCIA), who provided background regarding the Authority, which is a shared risk pool, and led a training that included the following items:

- Insurance Services
- Risk Management

- Common Liability Exposures
- Land Use and the Use of a Hearing Examiner
- Quasi-judicial versus Legislative Policy
- Personnel
- Public Works
- Executive Sessions
- Open Government, Written Communications and the Open Public Meetings Act
- Separation of Powers and Roles

Councilmembers Servatius and Goebel provided their respective comments and questions.

b. DISCUSSION REGARDING THE MAYORAL APPOINTMENT OF CITY ATTORNEY

Mayor Severns noted staff would be bringing an item forward at the next City Council meeting to confirm his appoint the firm of Weed Graafstra & Associates, Inc. , P.S. as the Oak Harbor City Attorney and to authorize the execution of an agreement for legal services for the period of September 1, 2020 to August 31, 2021. He observed the City has used the firm’s services since 2014.

Mayor Pro Tem Munns provided her respective comments.

DEVELOPMENT SERVICES

a. HOUSING ACTION PLAN UPDATE

Interim Development Services Director Kamak and Senior Planner Lefevre provided an update regarding the City’s Housing Action Plan and described efforts underway. Of note was the City’s work with LDC Consultants and utilizing an \$80,000 grant from the Department of Commerce. Staff will analyze the current population trends, cost burdening and housing needs and will present an assessment in October. The City has implemented a public involvement plan and has a fourteen-member stakeholder’s group which met initially in July and is scheduled to meet again in October. The Actin Plan moving forward will also involve Island County and the US Navy.

Mayor Pro Tem Munns, and Councilmembers Woessner and Goebel provided their respective comments and questions.

b. SHORELINE MASTER PROGRAM PERIODIC REVIEW: PROGRESS REPORT

Interim Development Services Director Kamak and Senior Planner Lefevre provided a brief update on the progress of the review of the Shoreline Master Program. Items to be reviewed and incorporated include Department of Ecology rules and amendments, new information from coastal geologic services including bluff conservancy, sea level rise and consistency with local and regional regulations and plans.

Staff anticipates the next report to Council in early fall.

ADMINISTRATION

a. CITY ADMINISTRATOR REPORT

City Administrator Oborn provided the Council with his monthly report, noting this month marked his two-year anniversary with the City. Highlights of his report included:

- Arts Commission updates
- Legislative Outreach and advocacy for the Joint Planning Area
- The Oak Harbor Main Street Association
- CARES Grant funding
- Growth Management Act
- Broadband County Feasibility Study
- Progress on an agreement for fiber with the City of Anacortes.
- Communications, the Mayor's Snapshot and information provided by the City's Public Information Officer, Sabrina Combs.
- Information Technology, tracking a scope of work and projects
- Appreciation to Interim Development Director Kamak for his service and welcome to newly hired Director David Kuhl.
- Progress on the hiring process for a new Finance Director
- The retirement this week of Operations Manager Hank Nydam after 37 years of outstanding service to the City.
- The upcoming retirement of Captain Don Baer from the Oak Harbor Fire Department
- And an update on Council's commitment to purchase body cameras for the Police Department and cost reductions.
- Public Works updates including a letter of extension to the US Navy, Waterfront pedestrian improvements, street paving improvements underway.
- The sale of the Senior Services bus

Mayor Pro Tem Munns provided her respective comments and questions.

CITY COUNCIL

Mayor Severns credited the City's Department Heads for finding solutions for staff in light of the pandemic. Administrator Oborn noted staff continues to look at cost savings and the use of COVID-19 funding.

ADJOURN

There being no further reports or discussions, Mayor Severns adjourned the workshop meeting at 4:00 p.m.

Certified by Julie Lindsey, City Clerk