

Oak Harbor City Council
Regular Meeting Minutes
January 4, 2022

Due to COVID-19, there was both a physical meeting location and a virtual meeting per WA Proclamation 20-28. Meeting was viewable live via YouTube at www.youtube.com/cityofoakharbor and on Cable Channel 10/HD 1090

CALL TO ORDER

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

Invocation – Led by Pastor Ron Lawler, Family Bible Church

Pledge of Allegiance – Led by Mayor Severns

ROLL CALL

City Council Present:

Mayor Robert Severns
Mayor Pro Tem Munns
Councilmember Tara Hizon
Councilmember Dan Evans
Councilmember Shane Hoffmire
Councilmember Jim Woessner
Councilmember Bryan Stucky
Council Position No. 3 - Vacant

Staff Present: Videoconference

City Administrator Blaine Oborn
Finance Director David Goldman
Development Services Director David Kuhl
Interim Public Works Director Mick Monken
Parks Operations Manager Don Crawford
Fire Chief Ray Merrill
Police Chief Kevin Dresker
Harbormaster Chris Sublet
Senior Services Administrator Liz Lange
Human Resources Director Emma House
Public Information Officer / IT Manager Sabrina Combs
Executive Assistant Macalle Finkle
City Clerk Julie Lindsey

Also in attendance: City Interim Attorney
Hillary J. Evans of Kenyon Disend, PLLC

Guests in attendance: Judge William Hawkins, Joanne Pelant and Lynda Austin of Island County Human Services

1. OATHS OF OFFICE FOR ELECTED OFFICIALS

Mayor Severns introduced the Honorable William Hawkins to administer the Oaths of Office.

Taking their oaths this evening were:

Dan Evans, Position 4 – newly elected
Shane Hoffmire, Position 5 – newly elected
Jim Woessner, Position 6 – re-elected
Bryan Stucky, Position 7 – newly elected

Councilmember Stucky was also previously sworn in and began serving immediately in November as he replaced an appointed councilmember.

Mayor Pro Tem Munns congratulated the new councilmembers and thanked them for bringing their gifts to the Council.

2. APPROVAL OF AGENDA

Mayor Severns requested that item 11.a. Informational report for 2022 Parks Proposed Fee Increases to prior to item 8.b. Resolution 22-01 Amending the Master Fee Schedule.

Councilmember Woessner moved to amend the agenda, seconded by Councilmember Stucky. The vote on the motion passed unanimously and the agenda was approved as amended.

3. PRESENTATIONS

a. Proclamations

None.

b. Honors & Recognitions

None.

c. Community Presentations

Update on House Bill 1590: Funding Opportunity for Development of Affordable Housing and Related Services in Island County – Present were Joanne Pelant – Island County Human Services Housing Supervisor and Lynda Austin – Island County Human Services Director to provide information about the need in Island County. City Administrator Oborn was joined by Development Services Director Kuhl in providing information to the Council.

In June 2020, Washington State Legislature approved HB 1590, which amended RCW 82.14.530 and provided councilmanic authority for a county or city to implement a 0.1% sales tax for affordable housing and related services. The annual revenue if adopted is estimated at \$1,100,000 annually. It is estimated roughly half of the \$1.1 million will come from the City of Oak Harbor sales and use taxes. The funds would be primarily utilized for investment in affordable housing.

The current sales and use tax for Island County is 8.7%. Under this proposal it would increase to 8.8%. The City of Oak Harbor's tax rate is currently 8.8 % and would increase to 8.9%.

In 2019, the City Council passed Resolution 19-36, deferring what was at that time titled a tax credit to the County. The Island County Commissioners will hold a public hearing at their meeting of January 18, 2022.

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

City Administrator Oborn noted Council would be discussing a Sales and Use Tax for Affordable Housing and Letter of Support later in the meeting.

4. CITIZEN COMMENT PERIOD

Mayor Severns explained citizens could comment on subjects of interest. Public comment could be submitted via the online webform, electronically to the City Clerk at jlindsey@oakharbor.org or by calling 360-279-4571 after 5 p.m. on the Friday preceding the meeting and prior to the meeting. To ensure all comments are recorded properly, please state your name clearly when leaving a message. Please limit comments to three minutes.

The City Council received no employee comments and three new public comments since the December 14, 2021 meeting. These were provided to Council and displayed during the meeting.

Mayor Severns opened the floor for public comment from any audience member present.

1. Mr. Terry Willner, Project manager for Modular Mini Storage, addressed the Council regarding the U-Haul Project. Mr. Willner provided a handout of printed material to the Council.

Hearing no others, the public comment period was closed.

5. CONSENT AGENDA

Consent Items

- a. Approval of Minutes of December 14, 2021 Council Meeting
- b. Approval of Payroll and Accounts Payable Vouchers
- c. Agreement: Northwest Sportsman's Association – Gun Range Use
- d. Appointment of Earl "Andy" Plumlee to Planning Commission Position 3 for the term ending July 2024
- e. Interlocal Agreement: Whatcom County Northwest Mini-Chain Agreement

Mayor Severns called for any changes to the consent agenda and hearing none, the consent agenda was approved as presented.

6. MAYOR, COUNCIL & STAFF COMMENTS

- a. Mayor - Mayor Severns provided his respective comments and announcements.

Announcements and Upcoming Events –

Shout Out to the Public Works Team: Mayor Severns expressed his thanks to the City's Public Works team, noting he received dozens of compliments from citizens expressing their thanks for their hard work in clearing the snow from our streets. Mayor Severns noted while crews could not safely pick up all trash and recycling, the City appreciated citizens' understanding that all were better served by having garbage trucks off the streets in icy conditions. Garbage that was missed for pick-up last week is being collected this week.

Local Events: Thank you to the Oak Harbor Chamber for the terrific New Year's Eve Fireworks!

Upcoming City Council Meetings – City Council meetings are usually held the first and third Tuesdays of each month and Workshop meetings the fourth Wednesday of each month. This schedule may change when noticed in advance and is reduced during June and July. The City calendar is available on our website. The next regular Council meeting will be January 18th.

Mayor's Comment Box Online - is available on the City website via the search box or under "How Do I" under the second column labeled, "Contact the City."

The City is Hiring! Find out more about available positions on the City website www.oakharbor.org

b. Councilmembers

Councilmembers Hoffmire, Hizon and Mayor Pro Tem Munns provided their respective questions and comments.

i. Approving the Procedure for filling City Council Vacancy – Position No. 3

Mayor Severns explained that Councilmember Mack last week announced his resignation from Council effective December 30, 2021. We thank him for his service to our City and community. Staff placed the procedure for filling Position No. 3 on tonight's agenda for Council approval. City Administrator Oborn explained the City Council has 90 days from the date of the resignation in which to appoint a citizen to fill the position. He reviewed the proposed schedule for filling the vacancy.

Mayor Severns confirmed no comments were received from the public on this item.

Councilmember Hizon provided her respective questions and comments.

Motion: Councilmember Hoffmire moved to approve the procedure for filling the City Council Vacancy – Council Position No. 3. Mayor Pro Tem Munns seconded the motion, which passed unanimously.

7. PUBLIC HEARINGS & PUBLIC MEETINGS

None.

8. ORDINANCES & RESOLUTIONS

a. Ordinance No. 1943: Amending Oak Harbor Municipal Code 6.20.075 – Public Nuisance Notice and Order

Interim City Attorney Evans reviewed the proposed ordinance, providing amendments to Ordinance No. 60.20.075. The amendment would change the code language from "shall" to "may" allowing for more flexibility.

Mayor Severns confirmed no public comment was received on this item.

Councilmember Woessner provided his respective questions and comments.

Motion: Councilmember Woessner moved to approve Ordinance No. 1943, amending OHMC 6.20.075 regarding Notice and Order – Procedures. The motion was seconded by Mayor Pro Tem Munns and passed unanimously.

11. REPORTS & DISCUSSION ITEMS

a. 2022 Parks Proposed Fee Increases – Informational

As requested by Mayor Severns, this item was moved to earlier in the meeting provide information prior to agenda item 8.b.

Parks Operations Manager Crawford provided information to Council regarding the proposed fee changes, including increases and re-structuring for the reservation and use of City park facilities. He noted this was arrived at from trying to identify places where the facilities could be more self-sufficient, and the department could tackle unfunded mandates. He explained maintenance and repairs, perpetual vandalism, and funding of facility upgrades were concerns. Manager Crawford provided some regional comparisons from other cities.

Councilmembers Stucky, Hizon, Woessner, Evans, and Hoffmire provided their respective questions and comments.

Council requested further information be brought back at a later date for further discussion.

8. ORDINANCES & RESOLUTIONS

b. Resolution 22-01: Amending the Master Fee Schedule

City Administrator Oborn reviewed the item. amending Schedules A-F and Addendums 1-2 of the Master Fee Schedule as follows:

Schedule A (Development Services – Land Development & Building), last amended by Resolution No. 21-13 on April 6, 2021, is amended to account for changes in the CPI-U and to update the fees for Water Meter – Cost of Meter – City Installed (OHMC 13.32.010).

Schedule B (Finance & Utilities), last amended by Resolution No. 21-13 on April 6, 2021, is amended to delete the fees under 15.04.150(1) – Solid Waste Collection Rates because they are included in the Utility Rate Ordinance.

Schedule C (Fire Department), last amended by Resolution No. 19-02 on January 15, 2019, is amended to add the plan review fee and inspection fee for Fire Service Mains – Installation of private fire service mains.

Schedule D (Marina), last amended by Resolution No. 21-11 on March 16, 2021, is amended to increase the Dredge Fee/State Leasehold Tax rate per the Marina Advisory Committee's recommendation on December 6, 2021.

Schedule E (Police Department), last amended by Resolution No. 19-22 on August 7, 2019, is amended to add a Firearm Dealer's License – Fingerprint fee.

Schedule F (Public Works), last amended by Resolution No. 21-13 on April 6, 2021, is amended to update the Park facility reservation system fees. This amendment allows for a sliding scale for split day use.

Addendum 1 (Public Records), last amended by Resolution No. 19-09 on March 19, 2019, is amended to delete the Customized Service Charge and Development Services Plotter charges.

Addendum 2 (Senior Services), last amended by Resolution No. 20-08 on March 17, 2020, is amended to delete classes that are no longer held, increase some current fees and add a deposit for kitchen use

Administrator Oborn noted the two major changes in the proposed Fee Schedule were to Parks and the Marina. He was joined by Harbormaster Sublet who reviewed the dredging fees for the Marina, previously discussed and reviewed in 2021 during Bond refinancing. He noted the Marina is an enterprise fund and not funded by taxpayer dollars. The Marina is in need of dredging. The Marina Advisory Committee supported an increase to the dredging fees and in July the Council selected the option supported by the Committee of a 5-Year accelerated dredging fee program for overall savings. Harbormaster Sublet noted moorage rates will next increase in April of 2022. The dredge fee will increase from \$1.03 per

foot to \$1.31 per foot in 2022. Staff will make a presentation to Council regarding the dredging process and timeline at a later date.

Mayor Severns confirmed no public comment was received on this item.

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

Motion: Councilmember Hizon moved to approve Resolution 22-01, amending Schedules A-F and Addendums 1-2 of the Master Fee Schedule. The motion was seconded by Mayor Pro Tem Munns. Councilmember Woessner pointed out the motion as stated would include the changes in the Parks fees that Council wished to discuss further and offered a friendly amendment removing Schedule F. Mayor Severns called for a vote on the friendly amendment. **Motion** by Councilmember Woessner and seconded by Mayor Pro Tem Munns, which passed unanimously. Mayor Severns then called for a vote on the now amended motion to approve Resolution 22-01, amending Schedules A-E and Addendums 1-2 of the Master Fee Schedule, which passed unanimously.

The Council continued with a brief discussion of development fees.

9. CONTRACTS & AGREEMENTS

None.

10. OTHER ITEMS FOR CONSIDERATION

a. Select Mayor Pro Tempore

Mayor Severns explained that every two years the Council elects from among themselves a Mayor Pro Tem who will serve in the absence of the Mayor when needed. He opened the floor to nominations from the Council and noted Councilmembers may nominate themselves.

Councilmembers Hoffmire, Hizon and Stucky provided their respective questions and comments.

Councilmember Evans nominated Councilmember and current Mayor Pro Tem Munns

Councilmember Hoffmire nominated Councilmember Woessner

Councilmembers Woessner and Munns both provided statements of their desire to serve.

Motion: With discussion concluded, Mayor Severns called for a vote to select Councilmember Munns to serve as Mayor Pro Tem, which carried unanimously.

Meeting Extension -

Motion: Noting the lateness of the hour, Mayor Severns requested a motion to suspend the Council Rules and extend the meeting. Mayor Pro Tem Munns moved to suspend the Council rules and extend the meeting to approximately 9:30 p.m. The motion was seconded by Councilmember Hoffmire and carried unanimously.

b. Discussion of Sales and Use Tax for Affordable Housing and Letter of Support

City Administrator Oborn provided an overview of House Bill (HB) 1590 and a recap of information presented earlier in the meeting. A draft letter of support to Island County's Board of Commissioners of a Regular Meeting Minutes- January 4, 2022

Countywide Sales and Use Tax for affordable housing was provided for Council consideration. He noted the Council could defer or offer support to the County or could consider enacting the provisions of the bill as a City tax.

Mayor Severns confirmed the City received no public comment on this item.

Following a lengthy discussion, the consensus of the Council was a desire to send a letter to the Island County Board of Commissioners reflecting a need for greater public comment opportunities and expectations regarding where monies would be spent. The Mayor will compose a letter that includes these concerns.

11. REPORTS & ITEMS FOR DISCUSSION – Moved to earlier in the meeting

12. EXECUTIVE SESSION

Mayor Severns noted Per RCW 42.30.110(1)(b) – The Council would take a short break and then enter into Executive Session to consider acquisition of real estate by lease or purchase. He stated action might or might not be taken upon return to the open session. Anticipated duration was approximately 30 minutes. Executive Sessions are not open to the public.

The Council entered into Executive Session at 9:10 p.m. At 9:39 p.m. Council came out of Executive Session and resumed the open session. Mayor Severns announced the Executive Session would be extended for fifteen minutes until 9:54 p.m. Councilmember Woessner moved to extend the regular meeting further until 10:00 p.m., seconded by Councilmember Hizon and carried unanimously. At 9:40 the Council re-entered Executive Session. AT 9:48 p.m. the Council came out of Executive Session and resumed the open session. Mayor Severns noted no action would be taken at this time regarding the matter discussed.

ADJOURN

Motion: Motion by Councilmember Hoffmire to adjourn, second by Councilmember Woessner. Motion was approved by a unanimous vote, therefore the meeting adjourned at 9:49 p.m.

Certified by Julie Lindsey, City Clerk