

Oak Harbor City Council
Workshop Meeting Minutes
January 26, 2022

CALL TO ORDER

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

Due to COVID-19, There was both a physical meeting location and a virtual meeting per WA Proclamation 20-28. The meeting was viewable live via YouTube at www.youtube.com/cityof oak harbor or could be viewed on Channel 10. Public Comments are not normally included for Council Workshops).

ROLL CALL

City Council Present:

Mayor Robert Severns
Mayor Pro Tem Munns
Councilmember Tara Hizon
Councilmember Dan Evans
Councilmember Shane Hoffmire
Councilmember Jim Woessner - absent
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 Manager Don Crawford
Fire Chief Ray Merrill
Police Captain Mike Bailey
Senior Planner Cac Kamak
Harbormaster Chris Sublet
Finance & Performance Analyst Chas Webster
Senior Services Administrator Liz Lange
City Administrator Executive Assistant Macalle Finkle
Communications & IT Manager Sabrina Combs
City Clerk Julie Lindsey

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

MAYOR

Mayor Severns noted as there were no items for action, he would not request the Clerk to call the roll. Mayor Severns observed that Mayor Pro Tem Munns and Councilmember Hizon were attending virtually.

DEVELOPMENT SERVICES

a. Update on Eveland and Quintero Annexation

Senior Planner Kamak reviewed the process the City goes through when receiving an annexation request and provided information on the request from the property owners. Planner Kamak noted the challenges to be faced in providing services, including the topography of the area and the requirement for a ten-foot separation between water and sewer lines. City Administrator Oborn noted the engineering letter sent by the owners with their request sited historical water concerns from the Hillcrest Water District.

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

The proposed annexation will come before Council at the February 1, 2022 meeting.

MARINA

a. Authorize Sale of Vessel and Storage Shed Contents for Non-Payment if Marina Charges

Harbormaster Sublet reviewed the item for Council, noting the procedures taken to date including proper notifications per 53.08.320 and OHMC 6.36.040. Staff will bring this forward to the February 1, 2022 meeting for Council action.

There were no questions from the Council.

FINANCE

a. Public Safety Level of Service Improvement Discussion and Funding Update

Finance Director Goldman led a discussion of proposed increases of service for both the fire and police departments. He noted this has been a continuing discussion item to provide the Council with an updated analysis of service needs and funding costs, methods, and options.

Fire Chief Merrill and Police Captain Bailey each provided an overview of the needs and funding and staffing challenges facing their respective departments and responded to questions from the Council.

Director Goldman reviewed three options for funding and explained levy validation requirements. City Administrator Oborn noted staff's recommendation would be for Option 1 of those presented, which would entail a levy lid-lift for on-going operational costs, and an excess levy for construction of a southwest fire station and purchase of a Quint ladder truck. The land purchase and project design would be completed in 2023, and construction beginning in 2023. Administrator Oborn reviewed timing options for a levy proposal to voters. Communications and IT Manager Combs reviewed the potential outreach plan.

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

PUBLIC WORKS

a. SE 3rd Avenue Closure

Interim Public Works Director Monken provided the Council with an update on the site closure and various options for alternate parking facilities. Additional information will be reviewed and brought back to the Council at a later date.

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

b. Harbor East Outlet Status

Interim Public Works Director Monken provided an update on the status of the Harbor East Outlet, and historical downtown runoff outfalls to the harbor. The east outlet is 42" in diameter with a 36" interior, installed in the late 1950's/early 1960's. The outfall has experienced shoreline sand migration from tide and wind conditions that have covered the pipe. The outfall is in a sensitive area and requires staff to clean it by hand several times a week, often in unsafe conditions. Staff will request federal funding and proposed the same solution undertaken for the west outfall. This long-term design would include extending the pipe out an additional 100 feet.

There were no questions from the Council.

c. Veterans Memorial Park Slide Area

Interim Public Works Director Monken reviewed the slide area and actions undertaken thus far. The slide area is located on the right side of the park, near the seaplane base. An initial slide occurred at hie site in 2013, with an additional slide in 2020. The slide is believed to have been caused by a leaking drainage pipe. The City's Public Works department will perform repair work to the pipe and site in 2022. Testing is needed prior to determining costs. The site is adjacent to the Skagit Valley College property and the City has requested an easement to perform the needed repairs.

Councilmember Evans provided his respective comments and questions.

d. 2022 City Property Demolitions

Interim Public Works Director Monken provided a listing of city demolitions planned in 2022. The City owns four existing residential structures on property purchased by the City to provide parking facilities. The structures are in very poor states of repair and are scheduled for demolition. Interim Director Monken reviewed the assessment information for each structure, some of which will require asbestos abatement, and the plans in place for hazardous material mitigation. One structure will be used as a training site for the fire department.

Councilmember Hoffmire provided his respective comments and questions.

e. Splash Park Water Usage and Water Reclaim Plan

Interim Public Works Director Monken reviewed the information researched by staff regarding the water usage and potential reclamation at the Splash Park and provided metrics and a report on the permit status per RCW 90.46 and WAC 173-219 with the Washington State Department of Ecology. Interim Director Monken provided an in-depth review of domestic versus reclamation water systems, pros and cons of each, and the City's current plans and options for domestic usage management.

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

ADMINISTRATION

a. City Administrator Report

City Administrator Oborn provided a review of his report. As there was no workshop meeting in December, both the November and December reports were presented. He noted that following input from the Council, the report was a mixed narrative and metrics format. He called attention to the upcoming Association of Washington Cities Action Days online and the hiring processes for the Public Works Director and City Attorney positions. Three Councilmembers are requested to sit on the interview panels for each of these positions. Also included in the report were information regarding new employees of the City.

Councilmembers Hizon and Hoffmire provided their respective comments and questions.

CITY COUNCIL

There were no additional comments from the Council.

ADJOURN

There being no further reports or discussions, Mayor Severns thanked all for their participation and adjourned the workshop meeting at 6:10 p.m.

Certified by Julie Lindsey, City Clerk