

CITY COUNCIL MEETING

Port Angeles, Washington

July 20, 2021

This meeting was conducted virtually.

CALL TO ORDER SPECIAL MEETING

Mayor Dexter called the special meeting of the Port Angeles City Council to order at 5:00 p.m.

Members Present: Mayor Dexter, Deputy Mayor Carr, Council Members French, Meyer, McCaughan, Schromen-Wawrin and Suggs.

Members Absent: None

Staff Present: City Manager West, Attorney Bloor, Clerk Martinez-Bailey.

EXECUTIVE SESSION

Based on input from City Attorney William Bloor, Mayor Dexter announced the need for a closed Executive Session, under authority of RCW 42.30.140(4), to discuss collective bargaining with an employee organization. Council moved to a separate virtual meeting for Executive Session for approximately 15 minutes. The Executive Session convened at 5:00 p.m.

At 5:18 p.m., under direction of the Mayor, it was announced Council would need an additional 10 minutes in Executive Session.

Budget Work Session

City Manager Nathan West introduced the work session item and noted the presentation would highlight important elements including goals and projections then turned the meeting over to Finance Director Sarina Carrizosa. Director Carrizosa stated Council would have the opportunity to provide input throughout the budgeting process. She spoke about the relationship of other documents to the City's budget document including the City's Strategic Plan and Capital Facilities Plan and referred to policies that guide the building of the budget. In closing, Director Carrizosa stated year-to-date expenditures Citywide are on track, operating expenditures have consistently gone down over the last several years in all areas except salaries and wages. General Fund Balance is currently at 27.9% or \$685,000 higher than required, as of the second budget amendment. All utility funds and special revenue funds remain at the appropriate reserve levels. Director Carrizosa provided a budget calendar and stated the proposed budget would be ready on October 8, 2021. She shared staff requests consensus on any items Council would like included in the Budget for review and if changes involve an increase in expenditures, Council will need to provide direction for programs that would be reduced to accommodate other goals. Council discussion followed, and included a suggestion the City participate in funding the Fourth of July fireworks display. Staff stated they would bring an item back to Council.

ADJOURNMENT

Mayor Dexter adjourned the Special Meeting at 6:00 p.m.

CALL TO ORDER-REGULAR MEETING

Mayor Dexter called the regular meeting of the Port Angeles City Council to order at 6:00 p.m.

ROLL CALL

Members Present: Mayor Dexter, Deputy Mayor Carr, Council Members French, Meyer, McCaughan, Schromen-Wawrin and Suggs.

Members Absent: None

Staff Present: City Manager West, Attorney Bloor, Clerk Martinez-Bailey, A. Bright, K. Dubuc, B. Smith, A. Brekke, T. Hunter, and S. Carrizosa.

PLEDGE OF ALLEGIANCE

Mayor Dexter led the Pledge of Allegiance to the Flag.

LATE ITEM

Chief Executive Officer Colleen Robinson, Family Resource Specialist Julie Eckert and AmeriCorps Community Outreach representative Brianna Brown of Habitat for Humanity spoke about the *Aging in Place* program through Habitat for Humanity of Clallam County. Ms. Brown spoke about community need, shared information on how the program works, and introduced the members of the crew using a slide show. She also spoke about qualifiers for participation in the program, type of work they provide to participants, and their vision for the future of the program.

PUBLIC COMMENT

No public comment was received.

LATE ITEMS TO BE PLACED ON THIS OR FUTURE AGENDAS

Manager West noted he had added the *Aging in Place* agenda item as a late item and shared the presentation had been planned to be a part of the meeting but had not made it onto the evening's agenda.

Deputy Mayor Carr asked to be excused from the August 17 meeting. Hearing no objection from the Council, the Mayor added the item to Other Considerations as item I-4.

CONSENT AGENDA

At the request of Councilmember French, Mayor Dexter added Item E-6 to the consent agenda, hearing no objection, the Mayor added the item to Consent Agenda.

It was moved by Schromen-Wawrin and seconded by Meyer to approve the Consent Agenda to include:

1. City Council Minutes of June 15 and July 6, 2021 / *Approve*
2. Expenditure Report: *From June 26, 2021 and July 9, 2021 in the amount of \$1,497,825.90 / Approve*
3. Interlocal Agreement with Clallam 2 Fire Rescue/ *Authorize the Mayor and Fire Chief to sign the attached letter terminating June 2010, Interlocal Agreement for the functional consolidation of volunteer firefighter programs between the City of Port Angeles and Clallam County Fire District #2*
4. 2021 Landfill Beach Nourishment Project / *Award a construction contract with 2 Grade LLC, for the 2021 Landfill Beach Nourishment Project, CON-2021-28, in an amount not to exceed \$83,932.67; and authorize the City Manager to sign all documents necessary to execute the construction contract for the project and to make minor modifications to the contract, as necessary.*
5. Clallam County Solid Waste Management Plan Resolution / *Pass Resolution #10-21*
6. LATE ITEM Council Attendance / *Excuse Deputy Mayor Carr from the August 17 meeting*

The Mayor asked if there was unanimous consent, hearing no opposition, the motion carried 7-0.

ORDINANCES NOT REQUIRING COUNCIL PUBLIC HEARINGS

1. 2021 Budget Amendment #2

Director Carrizosa spoke to the proposed ordinance and said the 2021 Budget is being amended for the second time, primarily to bring the budget into alignment with the recently adopted 2022-2027 Capital Facilities Plan. She stated items in the second amendment that are not capital in nature have also been approved by City Council at previous meetings.

Mayor Dexter conducted a first reading of the ordinance by title, entitled,

ORDINANCE NO. ____

AN ORDINANCE of the City of Port Angeles, Washington, amending the City's 2021 budget.

The Mayor continued the matter to the August 17 meeting.

The Mayor recessed the meeting for a break at 6:39 p.m. The meeting reconvened at 6:44 p.m.

OTHER CONSIDERATIONS

1. Recommendation for the use of American Rescue Plan Act Funding

Manager West spoke about items added to list for funding allocation, including Black Ball Ferry, housing needs and support, and Fire Department HVAC system and provided background on the additions. He spoke about next steps which could include general allocations of funding through a single resolution, or multiple, but at the preference of the Council. Council discussion followed.

It was moved by Dexter and seconded by French to:

Direct staff to draft a resolution for approval by Council that will designate American Rescue Plan Act funds in the recommended amounts in the memo in the Council packet funds recommended to the Temporary City Hall Attendant, Temporary Communication/Record Position, Temporary Project Manager, and currently Development of Affordable Housing for the amount designated in the Council memo.

The Mayor asked if there was unanimous consent, hearing no opposition, the motion carried 7-0.

2. Marine Resource Committee Letter of Support

Manager West introduced the proposed letter of support which was introduced initially by Council member Suggs during her Council report at the July 6 meeting and provided staff recommendation.

It was moved by Suggs and seconded by Schromen-Wawrin to:

Authorize the Mayor to sign a letter of support of an initiative that would provide ongoing federal support to the Northwest Straits at \$3 million per year to be sent to Senator Patty Murray's office.

The Mayor asked if there was unanimous consent, hearing no opposition, the motion carried 7-0.

CONTRACTS & PURCHASING

1. CON 2021-15, 2021 Chip Seal Project, Award Construction Contract

Director of Public Works and Utilities Thomas Hunter spoke about the proposed contract and said sealing is a cost-effective pavement maintenance procedure; less expensive than asphalt resurfacing and it also extends the life and pavement condition index (PCI) of existing pavement.

It was moved by Schromen-Wawrin and seconded by Suggs to:

Award a construction contract to Doolittle Construction, LLC, of Bellevue, WA for the CON 2021-15, 2021 Chip Seal Project in the amount of \$376,422.09 including applicable taxes and authorize the City Manager to execute all documents necessary to execute and administer the construction contract for the project and make minor modifications, as necessary.

The Mayor asked if there was unanimous consent, hearing no opposition, the motion carried 7-0.

2. On-Call Electrical Engineering Support Professional Service Agreement

Director Hunter introduced the agenda item and spoke to the challenges, including the fact the City does not have an electrical engineer on staff. He said without this essential expertise, critical reviews and permit approvals will backlog. After the motion was seconded, Council discussion followed.

It was moved by Suggs and seconded by Schromen-Wawrin to:

Award the Professional Service Agreement (PSA) for On-Call Electrical Engineering Support to Brown & Kysar, Inc., of Battle Ground, WA for a not-to-exceed amount of \$100,000.00 and authorize the City Manager to execute and make minor modifications to the agreement as necessary.

The Mayor asked if there was unanimous consent, hearing no opposition, the motion carried 7-0.

CITY COUNCIL REPORTS

Deputy Mayor Carr provided updates from the Board of Health meeting.

Council member French spoke about the Chamber of Commerce Elevate PA event and said he hopes to see people continue to stay engaged in the process. He also spoke about his attendance at a regular Chamber meeting.

Council member Schromen-Wawrin spoke about an upcoming Elevate PA workshop, a recent ride-along with the Port Angeles Police Department, and job shadowing staff in the 9-1-1 dispatch center.

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Council member Suggs thanked staff for their work on the Budget and ARPA funding recommendations.

Council member McCaughan spoke about a tour of the Field Arts Hall and Events Center.

Mayor Dexter provided an update on various meetings including a meeting with the new Commander of the Coast Guard Cutter *Active*.

No other reports were given.

INFORMATION

Manager West spoke to the report included in the packet, in addition he spoke about the first Elevate Port Angeles Chamber event and the Chambers follow-up event on July 26. He reminded Council they could watch the July 13th code revisioning meeting located on the City's meetings and agendas page. Manager West also reminded Council the survey could be found on the front page of the website.

SECOND PUBLIC COMMENT


Michael (last name unavailable), city resident, encouraged the City Council to consider making side-by-side vehicles legal in the City of Port Angeles.

The Mayor noted for the record there were no pre-recorded messages.

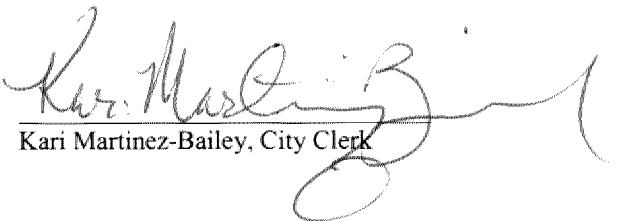
The Mayor noted there was not a meeting on August 3.

ADJOURNMENT

Mayor Dexter adjourned the meeting at 8:38 p.m.



Kate Dexter, Mayor



Kari Martinez-Bailey, City Clerk