

Oak Harbor City Council  
Workshop Meeting Minutes  
February 24, 2016

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**CALL TO ORDER**

Mayor Pro Tem Paggao called the meeting to order at 3:00 p.m.

**ROLL CALL**

City Council Present:

Mayor Pro Tem Danny Paggao  
Councilmember Tara Hizon  
Councilmember Beth Munns  
Councilmember Jim Campbell  
Councilmember Joel Servatius

Staff Present:

City Administrator/Finance Director Dr. Merriman  
City Attorney Nikki Esparza  
Public Works Director Cathy Rosen  
Development Services Director Steve Powers  
Senior Planner Cac Kamak  
Senior Planner Dennis Lefevre  
Project Engineer Brett Arvidson  
Project Engineer Brad Gluth  
Project Engineer Arnold Peterschmidt  
Chief of Fire Ray Merrill  
Chief of Police Ed Green  
Human Resources Director Sara Piccone  
Economic Development Coordinator Barbara Spohn  
Exec. Assistant to City Administrator Nicole Tesch

Mayor Severns was absent.

Councilmembers Almberg and Wasinger were absent.

**1. INTRODUCTION OF NEW EMPLOYEES**

Human Resources Director Sara Piccone introduced the following new employees:

**Leslie Morgan** – Records and Evidence Supervisor (Police) – not in attendance due to previously schedule training  
**Janiece Black** – Program Coordinator (Senior Center)  
**David Zylstra** – Solid Waste Collector I (Public Works)  
**Brian Lee** – Building Official (Development Services)

**2. DEPARTMENTAL BRIEFINGS**

**a. General Update on land availability and housing**

Development Director Steve Powers provided the staff report.

Questions from the Council.

**b. Comprehensive Plan Update – Housing Element**

Senior Planner Cac Kamak provided the staff report.

**c. Transportation Plan Update – Draft project List**

Arnie Peterschmidt, Project Engineer, and Senior Planner Dennis Lefevre provided this update.

Comments and questions among Councilmembers.

**d. Forest Practices Permit**

Operations Manager Steve Bebee provided the department briefing on this item.

Discussion between Council and Staff.

**3. PENDING AGENDA ITEMS**

**a. Clean Water Facility – Hoffman Concrete Services**

Cathy Rosen, Director of Public Works, briefed the Council on this item, and added this agenda item it will appear again at the April Workshop with more information.

**4. EMERGING ISSUES**

**a. Revenue Bond Issue – Clean Water Facility Interest Rates**

City Administrator and Finance Director Dr. Merriman provided the staff report.

**b. Appointments to County Boards for City Council**

City Administrator Dr. Merriman provided the staff report.

Executive Assistant to the City Administrator/Deputy City Clerk Nicole Tesch provided handouts of the Regional/County/City Board appointments to the Council during the presentation.

**c. 2017 Marathon Race Director**

City Administrator Dr. Merriman informed the council that the Request for Qualifications (RFQ) for the 2017 Marathon Race Director will be published soon.

**d. Oak Tree Inventory**

Project Engineer Brad Gluth and Parks Manager Hank Nydam provided an update on the Oak Tree Inventory.

**ADJOURN**

Meeting adjourned at 4:31 p.m.

Notes taken by Nicole A. Tesch, Deputy City Clerk and prepared by Anna M. Thompson, City Clerk