

Oak Harbor City Council  
Regular Meeting Minutes  
August 2, 2017

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**CALL TO ORDER**

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

**ROLL CALL**

City Council Present:

Mayor Bob Severns  
Mayor ProTem Danny Paggao

Councilmember Beth Munns  
Councilmember Tara Hizon  
Councilmember Joel Servatius  
Councilmember Erica Wasinger  
Councilmember Rick Almberg  
Councilmember Jim Campbell

Staff Present:

City Administrator Dr. Douglas Merriman  
Development Services Director Steve Powers  
City Engineer Joe Stowell  
Project Engineer Brett Arvidson  
City Attorney Nikki Esparza  
Finance Director Patricia Soule  
Public Works Director Cathy Rosen  
Deputy Chief Mike Buxton  
Human Resources Director Emma House  
Police Chief Kevin Dresker  
Nicole Tesch, Executive Assistant/Deputy Clerk

**CALL TO ORDER**

Pastor Marc Stroud, Oak Harbor Lutheran Church provided the invocation, and then Mayor Severns led the pledge of allegiance.

**EXCUSE ABSENT COUNCILMEMBERS**

None.

**1. APPROVAL OF AGENDA**

**Motion:** No objection, therefore the agenda is approved as presented.

**2. PRESENTATIONS**

a. Proclamations

None.

b. Honors & Recognitions

- i. Oath of Office for Captain Mike Bailey  
Chief Kevin Dresker administered the Oath of Office to Captain Mike Bailey.

Mayor Severns took a short recess at 6:011 p.m. to congratulate Captain Bailey, the meeting reconvened at 6:14 p.m.

c. Community Partner Presentations

None.

### 3. CITIZEN COMMENT PERIOD

Mayor Bob Severns opened the Citizen Comment Period at 6:15 p.m., there being none, and public comment was closed at 6:15 p.m.

### 4. CONSENT AGENDA

#### Consent Items

- a. Approval of Payroll and Accounts Payable Vouchers
- b. Minutes for the June 28 Special Workshop Meeting, July 5 Regular Meeting, and July 26 Special Workshop Meeting
- c. Appointment: Community Police Advisory Board (CAB) - Randy DeVries
- d. Appointment: Community Police Advisory Board (CAB), High School Position - Joseph Busig
- e. Clean Water Facility –Carollo Engineers - Consultant Agreement Amendment No. 17 for implementation of an asset management system

Councilmember Wasinger pulled Item e. from the agenda to ask a question regarding the warranty, Brett Arvidson Project Engineer responded.

- f. Ordinance No. 1800: Providing a solid waste franchise to Island Disposal for the area annexed under Ordinance No. 1795
- g. Release of Restrictive Access Condition

**Motion:** No objection, therefore the consent agenda is approved as presented.

### 5. MAYOR, COUNCIL & STAFF COMMENTS

- a. Mayor  
Mayor Severns provided his respective comments and announcements.
- b. Councilmembers  
Mayor ProTem Paggao, Councilmember Hizon, and Councilmember Servatius provided their respective comments and announcements.
- d. City Administrator  
Dr. Doug Merriman, City Administrator reminded the City Council that we are back to normal meeting schedule. Upcoming meetings include Tuesday August 15, 2017 Regular Meeting at 6:00 P.M. and Wednesday August 23, 2017 Special Workshop meeting at 2:00 P.M.

Nicole Tesch, Executive Assistant to the City Administrator provided a brief update about the new City of Oak Harbor YouTube Channel.

Dr. Merriman then shared a PowerPoint Presentation to familiarize the Council with the terms that will be discussed with the Classification and Compensation Study to prepare for the Special Workshop meeting on August 23, 2017 at 2:00 P.M.

Dr. Merriman then shared a PowerPoint presentation providing the City Council with the Whidbey Island Marathon, End of Event Financials and Goals.

Clean Water Facility Update- Brett Arvidson, Project Engineer presented the staff report and shared a PowerPoint presentation.

## 6. PUBLIC HEARINGS & PUBLIC MEETINGS

- a. Ordinance No. 1805: Amending OHMC 6.12.080 entitled Sale of Beer, Wine and/or Liquor in City Park

Nikki Esparza, City Attorney provided the background and recommendation for the amendment to OHMC 6.12.080

Mayor Severns opened the item up for public comment at 7:02 p.m., there being none, and public comment was closed at 7:02 p.m.

**Motion:** Councilmember Servatius moved to adopt Ordinance No. 1805 Amending OHMC 6.12.080 entitled Sale of Beer, Wine and/or Liquor in City Park, motion was seconded by Councilmember Hizon. The motion passed unanimously.

- b. Mangat- Intent to Commence Annexation Proceedings

Dennis Lefevre, Senior Planner provided the background and presented the request from Mangat- Intent to Commence Annexation Proceedings.

Mayor Severns opened the item up for public comment at 7:13 p.m., there being none, and public comment was closed at 7:13 p.m.

Councilmember Hizon, Councilmember Wasinger, Councilmember Servatius, Councilmember Munns, Mayor ProTem Paggao, and Councilmember AlMBERG asked questions for further clarification of the request.

**Motion:** Councilmember AlMBERG moved to Accept a modified geographic scope as proposed (Attachment 1); require the simultaneous zoning of the proposed annexation area as Planned Residential Estate (PRE) and Planned Industrial Park (PIP); and, require the annexed properties to assume their proportionate share of City indebtedness, motion was seconded by Councilmember Hizon. The motion passed unanimously.

Staff requested that Mayor Severns recess for a 5 minute break. Mayor Severns recessed the meeting at 7:40 p.m. and reconvened the meeting at 7:45 p.m.

- c. Resolution 17-14: Amending Schedule E - Oak Harbor Police Department Master Fee Schedule and Addendum 1- Public Records Fee Schedule

## 7. ORDINANCES & RESOLUTIONS

- a. Ordinance No. 1810: Amending OHMC Chapter 1.14 regarding Public Record

Nikki Esparza, City Attorney provided the background and recommendation for the amendment to OHMC Chapter 1.14 regarding Public Record.

Mayor Severns opened the item up for public comment at 7:51 p.m., there being none, and public comment was closed at 7:51 p.m.

**Motion:** Councilmember Munns moved to adopt Ordinance No. 1810 amending OHMC Chapter 1.14 regarding Public Record, motion was seconded by Councilmember Servatius. The motion passed unanimously.

## **8. CONTRACTS & AGREEMENTS**

- a. Time Keeping System with Tyler Technology for Executime Software

Patricia Soule, Finance Director provided the background and recommendation to purchase a Time Keeping System with Tyler Technologies for Executime Software.

Mayor Severns opened the item up for public comment at 7:59 p.m., there being none, and public comment was closed at 7:59 p.m.

Councilmember Munns, Councilmember Campbell, Councilmember Servatius, Councilmember Hizon, and Councilmember Almborg asked questions for further clarification of Executime Software and its implementation.

## **9. OTHER ITEMS FOR CONSIDERATION**

- a. Windjammer Park Phase 1 – 60% design update

Joe Stowell, City Engineer shared a 60% design update for the Windjammer Park Phase One to the City Council.

Councilmember Wasinger, Councilmember Servatius, Mayor ProTem Paggao, Councilmember Almborg, and Councilmember Campbell made their respective comments and questions regarding the project.

## **10. REPORTS & ITEMS FOR DISCUSSION**

- a. None

## **11. EXECUTIVE SESSION**

- a. None

## **ADJOURN**

The Meeting was adjourned with no objection at 8:52 p.m.

Certified by Nicole Tesch,  
Deputy City Clerk

