

Oak Harbor City Council  
Workshop Meeting Minutes  
May 27, 2015

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**CALL TO ORDER**

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

City Council members and City Staff introduced themselves.

**ROLL CALL**

City Council Present:

Mayor Pro Tem Danny Paggao  
Councilmember Bob Severns  
Councilmember Beth Munns  
Councilmember Joel Servatius  
Councilmember Beth Munns  
Councilmember Rick Almberg

Staff Present:

City Administrator Larry Cort  
Finance Director Dr. Merriman  
City Attorney Nikki Esparza  
Development Services Director Steve Powers  
Public Works Director Cathy Rosen  
City Engineer Joe Stowell  
Civil Engineer Brad Gluth  
Project Engineer Brett Arvidson  
Police Chief Ed Green  
Fire Chief Ray Merrill  
Human Resources Director Sara Piccone  
Human Resources Analyst Kim Andrews  
Executive Assistant to Dev. Services Kathy Gifford  
Fire Depart. Admin. Assistant Angela Braunstein  
Paralegal Kim Perrine  
Accountant Tallie Boyer  
Senior Planner Cac Kamak

Mayor Dudley and Councilmembers Hizon and Campbell were absent.

**1. DEPARTMENTAL BRIEFINGS**

**a. Introduction of New Employees**

Human Resources Director Sara Piccone introduced the City's newest employee Archaeologist Gideon Cauffman.

**b. Wellness Committee Recognition**

Dr. Cort recognized the Wellness Committee and thanked Dina Nichols for leading the Committee. Participants of the program save the City thousands of dollars on insurance premiums.

Dina Nichols introduced the Wellness Committee Members:

Angela Braunstein, Kim Perrine, Kathy Gifford, Kim Andrews, Sara Piccone, Stephanie Lee, Brad Von Haden, Meg Massey and Janet Sabalausky

**c. Comprehensive Financial Annual Report (CAFR)**

Dr. Merriman presented this item for discussion. Accountant Tallie Boyer assisted during the presentation.

This item includes the summary of the City's operations and Oak Harbor's financial position at the end of the calendar year. This report must be filed with the State Auditor's Office.

Questions from the Council.

**d. Centennial Oak Grove at Boyer Property**

Public Works Director Cathy Rosen explained that as a part of the City's Centennial Celebration, the City plans to plant 100 Garry Oak Saplings and 200 Garry Oak Seedlings. She described the process and explained that the City will be seeking donations to fund the Centennial Oak Grove Project.

Civil Engineer Brad Gluth assisted with questions during the discussion.

Questions from City Council.

**2. PENDING AGENDA ITEMS**

**a. Goldie Road, LLC Annexation Agreement Amendment**

Development Director Steve Powers presented this item for discussion using power point.

Questions about the annexation amendment from Councilmembers.

**b. Amendment to Site Plan Review Procedures Code (OHMC 19.48)**

Development Director Steve Powers provided the staff report. Mr. Powers utilized power point to assist during the presentation.

Questions and Discussion from Council.

**c. Code Amendment OHMC 13.36 – Fire Protection Systems**

Fire Chief Ray Merrill presented this item before Council.

Questions from Members of Council.

**d. WWTP – Site Preparation Project GMP No. 3**

City Engineer Joe Stowell presented this item utilizing power point.

Councilmembers asked questions following Mr. Stowell's presentation.

**e. Island County Mitigation Plan**

Fire Chief Ray Merrill presented this item for discussion.

Council asked follow-up questions.

**f. Amending OHMC Chapter 19.36 entitled 'Sign Code'**

Development Services Director Steve Powers presented the item. Mr. Powers described the Blue Banner Recognition Program which is a part of the proposed code amendment. The Director pointed out particular changes in the draft ordinance amendment.

City Attorney Nikki Esparza assisted during the presentation.

Questions from Members of Council.

**3. EMERGING ISSUES**

**a. County-wide Planning Policies**

Steve Powers, Development Services Director, presented the staff report.

No questions or comments.

**b. Collaborative Art Project between City and Skagit Valley College**

Senior Planner Cac Kamak explained the collaborative art project proposed. Mr. Kamak shared the Arts' Commission position on the proposal.

Councilmembers asked follow-up questions.

Mayor Pro Tem Paggao adjourned the meeting at approximately 4:34 p.m.

Anna Thompson, City Clerk