



Council Chambers, 865 SE Barrington Drive

February 17, 2026

5:30 PM

CALL TO ORDER

Invocation - Led by Pastor Sam Giles, Living Faith Church

Pledge of Allegiance - Led by Mayor Wright

Excuse Absent Councilmembers

1. APPROVAL OF AGENDA

2. PRESENTATIONS

- a. Oak Harbor Public Schools
- b. Island County Public Health

3. PUBLIC COMMENTS

Members of the public may comment on subjects of interest not listed on the agenda or items listed on the Consent Agenda. To ensure comments are recorded properly, state your name clearly into the microphone. Please limit comments to three (3) minutes to ensure all have sufficient time to speak.

4. CONSENT AGENDA

Items on the Consent Agenda are considered to be routine by the Council and will be enacted with one motion unless separate discussion is requested. Approval of the Consent Agenda authorizes the Mayor to implement each item in accordance with staff recommendations.

- a. Approval of Minutes: City Council Meeting of February 3, 2026 and City Council Workshop of February 10, 2026.
- b. Approval of Payroll and Accounts Payable Vouchers
- c. Purchase Authorization-Two (2) 2016 Ford Interceptor Sport Utility Vehicles from the Fircrest Police Department
- d. Purchase Authorization- One (1) 2026 Ford Police Interceptor AWD SUV Hybrid
- e. Approval of Island County Joint Tourism Interlocal Agreement
- f. Oak Harbor Creative Arts Foundation - Memorandum of Understanding

5. MAYOR & COUNCIL COMMENTS

6. CONTRACTS & AGREEMENTS

- a. Professional Services Agreement: Falconer Services Pilot Program

7. OTHER ITEMS FOR CONSIDERATION

- a. Approval of Accounts Payable Vouchers – Chamber of Commerce

8. REPORTS & DISCUSSION ITEMS

- a. Salary Commission Report and Order for February 2026

ADJOURN

Meetings may be recorded and published to www.youtube.com/c/CityofOakHarbor. The City of Oak Harbor is committed to providing meeting access to the widest possible audience, regardless of technology or ability. If accommodations are required, please call (360) 279-4500 at least two business days prior to the meeting.

Subject: Oak Harbor Public Schools
Submitted By: Julie Nester, City Clerk

RECOMMENDED ACTION

This is a brief presentation to the Council from Oak Harbor Public Schools Superintendent Michelle Kuss-Cybula and Oak Harbor Public Schools Facilities Director Brian Hunt. No action is requested from the Council.

BACKGROUND / SUMMARY INFORMATION

Oak Harbor Public Schools Superintendent Michelle Kuss-Cybula and Oak Harbor Public Schools Facilities Director Brian Hunt will provide a brief report regarding the district's partnership with the City and appreciation for student safety.

LEGAL AUTHORITY

N/A

FISCAL IMPACT

N/A

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

N/A

ATTACHMENTS

None

Subject: Island County Public Health
Submitted By: Julie Nester, City Clerk

RECOMMENDED ACTION

This is a presentation by Shawn Morris, Director of Island County Public Health. No action is requested from the Council.

BACKGROUND / SUMMARY INFORMATION

Island County Public Health Director Shawn Morris, ND will provide a presentation on Supporting the Health of Our Island Communities.

LEGAL AUTHORITY

N/A

FISCAL IMPACT

N/A

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

N/A

ATTACHMENTS

1. Island County Public Health Overview



Island County Public Health

Supporting the Health of Our Island Communities

Shawn Morris, ND - Public Health Director

Mission, Vision & Values



Our Vision

A healthy, safe, and resilient Island County where everyone can thrive.



Our Mission

Protecting and promoting the health, safety, and resilience of our unique island communities.



Our Values

We Serve with Purpose
We Champion Fairness
We Act with Community
We Lead with Respect

Defining Health: A Whole Community Approach

- **What is Health?** To us, health is more than the absence of illness—it is a state of physical, mental, and social well-being.
- **Where Health Happens:** We believe health starts where we live. Our work focuses on the essential programs that build a healthy community: clean water, safe buildings and environments, prevention of injury and disease, and accessible services for everyone who lives, works, and plays on our islands.



Four Divisions, One Mission

Island County Public Health includes four divisions that work together to advance our mission.



Community Health

Prevents and monitors injuries and diseases and provides direct services for people and families.



Natural Resources

Supports healthy ecosystems through conservation, outreach, and restoration.

Assessment

Improves our understanding of health through data and planning for informed decision-making.



Environmental Health

Ensures healthy and safe environments and protects our water quality.



Assessment: Informed Decision-Making

How We Address Health: By collecting and analyzing data to guide decision-making, ensuring resources are invested where they have the greatest impact. We listen to community voices and use data to help improve health and well-being.



Our Work in Action: Community-Engaged Research

“Our services are guided by the voices and values of our unique communities, and we prioritize connecting directly with community members. For our 2024 Community Health Assessment (CHA), we held focus groups, workshops, and met with community members in their neighborhoods. This ensures we stay focused on meeting the needs of those we serve.”

Community Health: Preventing Disease

How We Address Health: By responding quickly to emerging diseases and acting as a trusted resource for medical providers, schools, long-term care facilities, and other key partners.

Focus: Tuberculosis, Respiratory Illness Surveillance, Sexually Transmitted Diseases, and more.



Our Work in Action: An Early Warning System

"When people think of monitoring health, they think of doctor's visits. But we are always listening for invisible signals. Through Wastewater Based Epidemiology (WBE), we monitor sewage samples to detect trends like COVID-19 or flu weeks before they show up in clinics. It is our real-time, hidden surveillance system."

Community Health: Caring for Local Families

How We Address Health: By preventing disease and filling critical gaps in care. We focus on early intervention and supporting the "whole person."

Focus: Injury & Chronic Disease Prevention, WIC, Maternal/Child Health



Our Work in Action: Supporting Newborns

“Public health isn't always about regulations; sometimes it's about a simple home visit. Our Public Health Nurses provide essential support to new parents—offering resources, checking on the baby's growth, and answering common questions. This service helps ensure every child in Island County gets a healthy start.”

Environmental Health: Safe Environments

How We Address Health: By ensuring the safety of the food we eat, the water we drink, the places we live, and managing threats that move between wildlife and people.

Focus: Food Safety, Septic Permitting, Burn Permitting, Drinking Water, Hydrogeology, Zoonotic Disease Management, and more.



Our Work in Action: The Bat Encounter

"Last summer, a bat was acting strangely outside someone's home. They called in a specialist, who was bitten when removing the bat. Our team ensured the bat was tested and connected the specialist to timely treatment. The bat tested positive for rabies, and by acting quickly to test and refer for care, we prevented a deadly infection. This is just one way we work behind the scenes to protect our community."

Environmental Health: Protecting Water Quality

Spotlight on Water Resources: Island County relies primarily on groundwater for our drinking water. Protecting our sole source aquifer is one of our highest priorities. We track water quality and promote best practices for water conservation and protection across the county.



Our Work in Action: Protecting Water Quality

“Our hydrogeologist conducts groundwater monitoring to ensure the long-term safety and sustainability of our water supply. Additionally, our on-site septic team works to review all new systems and repairs, making sure they meet standards to protect our essential water resources for current and future generations of islanders.”

Natural Resources: Healthy Ecosystems

How We Address Health: By acting as stewards of our island's resources. We restore the health of our environment—including our water and habitats—because we know it directly affects human health.

Focus: Conservation, restoration, environmental monitoring, and education.



Our Work in Action: Healthy Shorelines

"Every year, our surface water team works to identify sources of bacterial pollution impacting local recreational beaches. By focusing on community education for septic system maintenance and targeted intervention, we are successfully reducing contamination and improving shoreline health for everyone's enjoyment."

Natural Resources: Restoring Habitats

Noxious Weeds Spotlight: We eliminate invasive species that compromise habitats and limit public access to our unique island ecosystems. Our team also educates residents to prevent noxious weeds in our communities.



Our Work in Action: Spartina Eradication

"A highly invasive grass called Spartina can rapidly overtake critical tidelands, making them muddy and unusable for recreation like clam digging or walking, and trapping water that increases flooding risks. Our eradication program has restored key habitats, improving recreational access for the community and preventing property damage."

Governance: A Community-Based Approach

- **Leadership:** Our organization is overseen by the Board of Health (BOH) and the Board of County Commissioners.
- **Advisory Committees:** We rely on community-led committees to ensure our work reflects local needs:
 - **Community Health Advisory Board (CHAB):** Advises the BOH on local health priorities.
 - **Salmon Advisory Committees:** Advises the Natural Resources division on restoration strategies.
 - **Noxious Weeds Board:** Advises the Natural Resources division on weed control policy.
 - **Marine Resources Committee (MRC):** Advises on marine conservation and restoration efforts.



Caring for Our Islands

- **A Healthy Future, Together:** Guided by local health needs, we are committed to creating a healthy, resilient future for every islander.
- **The Value We Deliver:** Through collaboration with community partners, we promote public health, safety, and resilience by ensuring clean water, disease and injury prevention, accessible health services, and safe and healthy environments.





Thank you!

For additional information, please contact:

Dr. Shawn Morris

Email: publichealth@islandcountywa.gov

<https://www.islandcountywa.gov/174/Public-Health>

Subject: Approval of Minutes: City Council Meeting of February 3, 2026 and City Council Workshop of February 10, 2026.

Submitted By: Julie Nester, City Clerk

RECOMMENDED ACTION

Motion to approve the minutes of the City Council Meeting of February 3, 2026 and the City Council Workshop of February 10, 2026.

BACKGROUND / SUMMARY INFORMATION

N/A

LEGAL AUTHORITY

N/A

FISCAL IMPACT

N/A

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

N/A

ATTACHMENTS

1. 02.03.26 Regular Meeting Minutes
2. 02.10.26 Workshop Meeting Minutes

Oak Harbor City Council
Regular Meeting Minutes
February 03, 2026

This was both a physical meeting location and a virtual meeting. Meeting was viewable via YouTube at www.youtube.com/cityofoakharbor, and on Facebook, following the meeting.

CALL TO ORDER

Call To Order and Native Lands Acknowledgement - Mayor Pro Tem Hizon called the meeting to order at 5:30 p.m. She included the acknowledgement that the meeting was being held on the ancestral lands of the Coast Salish people and paid respect to those past and present.

Invocation – Pastor Sam Giles, Living Faith Church.

Pledge of Allegiance – Led by Mayor Pro Tem Hizon.

ROLL CALL

City Council Present:

Mayor Ronnie Wright - absent
Mayor Pro Tem Tara Hizon
Councilmember Bryan Stucky
Councilmember Eric Marshall
Councilmember Christopher Wiegenstein
Councilmember Barbara Armes
Councilmember James P. Marrow
Councilmember Sandi Peterson

Staff Present/Videoconference

City Administrator Sabrina Combs
Deputy City Administrator David Goldman
Public Works Director Steve Schuller
Police Captain Kevin Barton
Fire Chief Travis Anderson
Communications Officer Magi Aguilar
Executive Services Coordinator Macalle Finkle
City Clerk Julie Nester

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

EXCUSE ABSENT COUNCILMEMBERS

Mayor Pro Tem Hizon greeted all in attendance and noted she was presiding at the request of Mayor Wright. Mayor Pro Tem Hizon noted Councilmember Wiegenstein was attending remotely.

1. APPROVAL OF AGENDA

Mayor Pro Tem Hizon requested any changes to the regular agenda. Hearing none, she requested a motion for approval.

Motion: Councilmember Marshall moved to approve the regular agenda as presented. Councilmember Peterson seconded the motion, which passed unanimously.

2. PRESENTATIONS

- a. Proclamation – Black History Month

Mayor Pro Tem Hizon introduced the proclamation, submitted in recognition and celebration of Black History Month. She observed that as noted in the agenda bill and proclamation, 2026 marks the centennial of the start of what today is known and celebrated as Black History Month, and thanked City Clerk Nester for her work in compiling the agenda bill and proclamation.

Councilmember Marshall read the proclamation.

b. Proclamation – American Heart Month

Mayor Pro Tem Hizon introduced the proclamation, submitted in awareness of American Heart Month.

Councilmember Stucky read the proclamation.

3. PUBLIC COMMENT PERIOD

Mayor Pro Tem Hizon noted members of the public could comment on Consent Agenda items or subjects of interest not listed on the agenda at this time and there would be an opportunity to comment on the remaining Agenda items during the meeting as appropriate.

The public may also visit the City's website prior to meetings for methods to submit public comments, or contact the City Clerk, Julie Nester, by phone or email. When submitting comments, please include your name and address. Public comments sent anonymously or from a non-verifiable address will be shared with the Mayor and Council but will not be displayed. Comments on public hearing items will be taken during the public hearings portion of the meeting.

Mayor Pro Tem Hizon asked if there were any members of the public present who wished to speak to any other items not listed on the agenda or on the consent agenda. She noted the Clerk would call on speakers in the order in which they signed in to speak. Mayor Wright asked speakers to please step forward to the microphone and state their name and address, and to please limit comments to three minutes.

Hearing no one with a desire to address the Council, the public comment period was closed.

The City received four new public comments since the last regular meeting. Comments were received and displayed from:

1. Enrique Ilundain, Jr. of Oak Harbor, in favor of speed limit reductions on State Route 20.
2. Brit Kraner of Oak Harbor, in concern over Advisory Board, Commission, and Committee appointments and procedures regarding the nepotism discussion by the Council at their January 20, 2026 regular meeting.
3. Nancy Ewing of Oak Harbor regarding the conduct of the Mayor.
4. Frank Baker of Oak Harbor, requesting an update on Fire Station #82.

4. CONSENT AGENDA

Consent Items

- a. Approval of Minutes: City Council Regular Meeting of January 20, 2026 and City Council Workshop of January 27, 2026.
- b. Approval of Payroll and Accounts Payable Vouchers
- c. Appointment: Arts Commission, Position 1 – Jospeh Andrade
- d. City of Oak Harbor Comprehensive Emergency Management Plan 2026-2030

Mayor Pro Tem Hizon called for any changes to the consent agenda. Hearing none, she requested a motion for approval.

Motion: Councilmember Marrow moved to approve the consent agenda as presented. Councilmember Armes seconded the motion, which passed unanimously.

5. MAYOR & COUNCIL COMMENTS

a. Mayor's Comments

Mayor Pro Tem Hizon provided the following comments on behalf of Mayor Wright:

- Wright Blend – Coffee and Conversation: Thank you to all who attended the Wright Blend on January 30th. Thank you to Deputy City Administrator David Goldman for his planned City budget and financial presentation, including the budget process and how budgets work. Mayor Pro Tem Hizon noted it was a great conversation and those attending provided great questions.
- Staff Highlight: City Human Resources Director Emma House serves as the Washington State Chapter President of the Public Sector Human Resources Association (PSHRA) Advisory Board. She recently was featured on a panel regarding how to become PSHRA Certified.
- Upcoming Events:
 - Feeding of the juvenile salmon takes place at the Oak Harbor Marina every Tuesday, Thursday and Saturday morning at 11:00 a.m.
 - Oak Harbor Main Street Association welcomes you to show your love for downtown by wearing red this weekend to receive discounts from participating merchants.
 - A community meal will be held this Saturday at 5:30 p.m. at Living Word Church to support Hearts and Hammers. See their website for details.
- Stay Connected: Stay connected to City information and activities at any time by visiting our website and our Facebook page.

b. Councilmembers

Councilmember Stucky provided his respective questions and comments. In light of the public comment received regarding an update on Fire Station #82, he asked Fire Chief Anderson to provide an update.

Fire Chief Anderson reported Fire Station #82 is on track and on budget with substantial construction scheduled for completion in mid-March, following which the City will complete the necessary finish work throughout April and May, with a grand opening planned for June 1st. Chief Anderson also reported that the Oak Harbor Fire Department has five new candidates in training currently that will graduate in May. He further noted the new engine and ladder truck have made their way to Washington and are being outfitted for delivery in approximately eight (8) weeks.

6. ORDINANCES & RESOLUTIONS

a. Ordinance No. 2038: Adopting Oak Harbor Municipal Code Section 2.65.140 (Nepotism) relating to Boards, Commissions, and Committees

City Attorney Evans reviewed the item for the Council, noting this was the Council's fifth discussion of this issue. She noted at the Council's January 27, 2026 workshop options within a potential ordinance were discussed with the Council requesting that the definition of "relative" mimic the definition found in

the City's Employee Policy Manual (EMP) in regard to nepotism. In researching the EMP staff found that the section regarding nepotism does not provide a definition of relative. However, the section that does provide a definition in the EMP is limited to compassionate care and is broader as a result. A more standard definition has been used in creating this proposed ordinance.

City Attorney Evans noted two options of the option favored by the Council at the January 27, 2026 workshop were included for Council consideration. A grammatical error in a draft that was in the meeting packet will be corrected.

Mayor Pro Tem Hizon thanked City Attorney Evans for her presentation. She opened the floor for any members of the public to provide comments. Hearing none, she called on the Council for their questions and comments.

Councilmembers Peterson, Marrow, Stucky, Armes, and Mayor Pro Tem Hizon provided their respective questions and comments. Discussion centered on the two options provided and on the change from "city councilmember" to "elected official" in subsections 2, 3, and 4 of the proposed Section 2.65.140.

Motion: Councilmember Peterson moved to approve Option #2 of Ordinance No. 2038 adopting Section 2.65.140 of the Oak Harbor Municipal Code related boards, commissions, and committees, with the change to "elected official" instead of "councilmember", as discussed. Councilmember Marrow seconded the motion. City Attorney Evans clarified that Option #2 was the first option included in the meeting packet, containing subsections 1-5.

With discussion concluded, the vote on the motion passed 6-1 with Mayor Pro Tem Hizon and Councilmembers Stucky, Marshall, Wiegenstein, Armes, Marrow, and Peterson in favor and Councilmember Armes opposed.

7. OTHER ITEMS FOR CONSIDERATION

- a. Re-Appointments: Parks and Recreation Commission, Positions 3, 5, and 7

Mayor Pro Tem Hizon observed those presented for re-appointment as listed in the meeting packet.

Ms. Natalia Talo was originally appointed to fill the Position 3 unexpired term vacancy from November 18, 2025 to December 31, 2025. The applicant has requested re-appointment. This appointment will fill Position 3 through December 31, 2027.

Mr. Tom Jones was originally appointed to fill the Position 5 unexpired term vacancy from May 1, 2023 to December 31, 2024. He was reappointed and served a term from January 1, 2024 to December 31, 2025. The applicant has requested re-appointment. This appointment will fill Position 5 through December 31, 2027.

Ms. Vicki Biggs was originally appointed to fill the Position 7 unexpired term vacancy from April 2, 2024 to December 31, 2025. The applicant has requested and has been recommended for re-appointment. This appointment will fill Position 7 through December 31, 2027.

Mayor Pro Tem Hizon called for any comments from the public. Hearing none, she called on the Council for their questions and comments.

Councilmember Stucky, Mayor Pro Tem Hizon, and Councilmember Armes provided their additional questions and comments.

City Administrator Combs responded to questions and comments from the Council. She noted Mayor Wright is planning to attend more of the advisory meetings this year and that more appreciation of those volunteers who are serving is planned.

Motion: Councilmember Peterson moved to confirm the Mayoral re-appointments to the Parks and Recreation Commission of Ms. Talo - Position 3, Mr. Jones – Position 5, and Ms. Biggs – Position 7, for a term of January 2026 through December 2027. Councilmember Marrow seconded the motion, which passed unanimously.

ADJOURN

There being no further business, Councilmember Marshall moved to adjourn the workshop meeting, seconded by Councilmember Marrow. The vote on the motion was unanimous; therefore the meeting was adjourned at 6:12 p.m.

Certified by Julie Nester, City Clerk

Oak Harbor City Council
Workshop Meeting Minutes
February 10, 2026

This was both a physical meeting location and a virtual meeting. Meeting was viewable via YouTube at www.youtube.com/cityofoakharbor, on Facebook, and following the meeting on Cable Channel 10/HD 1090

CALL TO ORDER

Mayor Wright called the workshop meeting to order at 1:00 p.m.

ROLL CALL

City Council Present:

Mayor Ronnie Wright
Mayor Pro Tem Tara Hizon - absent
Councilmember Bryan Stucky
Councilmember Eric Marshall
Councilmember Christopher Wiegenstein
Councilmember Barbara Armes
Councilmember James P. Marrow
Councilmember Sandi Peterson

Staff Present/Videoconference

City Administrator Sabrina Combs
Deputy City Administrator David Goldman
Community Development Director Stacie Pratschner
Parks and Recreation Director Brian Smith
Police Chief Tony Slowik
Fire Chief Travis Anderson
Grants Administrator Wendy Horn
Public Works Administration Manager Sandra Place
Maintenance Foreman Ken Riley
Executive Services Coordinator Macalle Finkle
Communications Officer Magi Aguilar
City Clerk Julie Nester

Also in attendance: City Attorney
Joanna Eide of Kenyon Disend, PLLC

MAYOR

Mayor Wright welcomed all in attendance. He noted all members of the Council were present with Councilmember Wiegenstein participating remotely. Mayor Wright observed public comments are not normally taken at workshop meetings, although the Council may allow or request public participation on action items. There were no action items on the agenda today.

CITY COUNCIL

a. 2026 Joint Tourism Promotion Interlocal Agreement

Mayor Wright introduced Grants Administrator Horn to present the item. He noted Councilmember Stucky serves on the Joint Tourism Board and on the Executive Committee.

Grants Administrator Horn explained that the City has been part of an Interlocal Agreement with Island County, Langley, and Coupeville since 2000, which was amended in 2005, 2009, and 2011. The purpose of the agreement is to pool resources from the 2% Lodging Tax Funds across the County to promote tourism to increase overnight stays. A portion of those 2% funds are to be used for joint tourism marketing.

Past contributions were for \$20,000 to Island County Joint Tourism (previously Whidbey Camano Island Tourism). In August of 2023, the City Council approved an increase to \$50,000, however that agreement was never fully executed by all parties. The City continued to pay \$20,000 in 2024 and 2025.

Grants Administrator Horn provided an overview of the updated 2026 Interlocal Agreement. Under the newly proposed Agreement, an additional 2% Lodging tax revenues collected by all parties pursuant to RCW 67.28.181 would be forwarded to and retained by the Island County Treasurer as follows:

- 100% of lodging tax collected by Island County per RCW 67.28.18
- 25% of lodging tax collected by Oak Harbor per RCW 67.28.181
- 25% of lodging tax collected by Langley per RCW 67.28.181
- 25% of lodging tax collected by Coupeville per RCW 67.28.181

All funds shall be contributed quarterly to the Island County Treasurer.

The estimated revenue the City will receive in 2026 is \$177,316.82. 25% of that number is the estimated 2026 contribution for Oak Harbor of \$44,329, which is a difference of \$24,329 compared to 2025.

Mayor Wright and Grants Administrator Horn reviewed the makeup of the Joint Tourism Advisory Committee and Executive Board. The pooled funds are used to fund a Program Manager at Island County and marketing Island County, Oak Harbor, Langley and Coupeville as tourist destinations and promote overnight stays.

Mayor Wright thanked Grants Administrator Horn for her presentation. He called on the Council for any comments.

Councilmembers Stucky and Peterson provided their respective questions and comments.

This item will be brought forward for Council action at the February 17, 2026 regular meeting.

PARKS & RECREATION

a. Discussion Item: Pickleball Court Conversion

Mayor Wright introduced Parks and Recreation Director Smith to present the item. Director Smith explained that pickleball has been named the Washington State sport.

Parks and Recreation Director Smith reviewed that the City had a project budgeted pre-COVID 19 for Neil Park that was not brought to fruition. Staff also revisited a Memorandum of Understanding (MOU) with the Oak Harbor School District for renovation of their courts located at Rotary Park which was also not enacted due to changes in priorities by the District. In 2023, staff brought information to the City Council on funding for potential new courts. The Council approved a contract with the firm RWD, reviewed potential sites, and selected Fort Nugent as the best location. The City applied for but did not receive a grant for construction of any new courts.

The North Whidbey Pickleball Association (NWPA) approached City staff and the Parks and Recreation Advisory Commission (PRAC) with a request to convert an existing sports court surface into multiple pickleball courts. The basketball courts at Windjammer Park, Fort Nugent Park, and Koetje Park and the tennis courts at Sumner Park were discussed. Public comments have been received regarding these locations and the existing amenities, with those who play basketball, tennis, and

pickleball weighing in with their comments. After several months of discussion and evaluating costs, the PRAC is recommending three (3) options for Council's consideration and direction.

Option 1 creates four (4) temporary pickleball courts, two (2) at Sumner Park within one (1) of the existing tennis courts and two (2) at Fort Nugent Park utilizing the existing basketball court surface. The project would use Chalk Paint, which lasts between six (6) to nine (9) months, to create two (2) temporary Pickleball Courts at each location for a total of four (4) temporary Pickleball Courts. Mobile nets and two sheds to store the nets when not in use would be purchased. The estimated cost is \$6,575 and can be absorbed by the Parks Operations Division operating budget.

Option 2 would resurface the sports courts at Sumner Park to include one (1) tennis court and four (4) permanent pickleball courts. The estimated cost for Option 2 is \$61,475. Because this amount would be considered a Capital Project, staff recommend budgeting for this project in the 2027-2028 budget.

Option 3 would be to take no action on a temporary measure at this time and instead budget for the grant match to construct the now completed Fort Nugent Pickleball Complex plans. The base bid for construction with tax and contingency is \$749,597. This is approximately half of the amount originally estimated. Staff will be applying for the Recreation Conservation Office's (RCO) Washington Wildlife and Recreation Program (WWRP) grant with a maximum project funding of \$500,000. The grant application opens on February 11, 2026, and will be awarded at the end of year.

At their November 10, 2025 meeting the PRAC voted to forward two (2) options to the City Council to consider:

- (1) Temporary pickleball courts at Sumner Park and Fort Nugent Park which allows the City to maintain the tennis court at Sumner Park and basketball court at Fort Nugent Park; and
- (2) Install four (4) permanent pickleball courts at Sumner Park; as proposed by Parks Supervisor Cable.

Mayor Wright called on the Council for their questions and comments.

Councilmembers Marrow, Stucky, Armes, Marshall, Peterson, and Wiegenstein provided their respective questions and comments. Parks and Recreation Director Smith, Deputy City Administrator and Finance Director Goldman, City Administrator Combs, and Mayor Wright responded to questions. Mayor Wright encouraged staff to review both short and long-term options. City Administrator Combs noted staff will bring an evaluation for costs and potential revised drawings for both courts to a future Council workshop or meeting.

POLICE DEPARTMENT

a. Purchase Authorization Discussion: Oak Harbor Police Department Fleet

Mayor Wright introduced Police Chief Slowik who provided a presentation regarding two items for the vehicle fleet for the Oak Harbor Police Department (OHPD).

- 1) Scheduled Fleet Replacement; Vehicle P-21, 2005 Dodge Caravan
- 2) Purchase Authorization: Approved Mid-Biennial Budget Amendment No. 2 to the 2025-26 Biennial Budget included \$72,500 for a new police vehicle to be purchased in 2026 (plus \$11,000 to transfer to the reserve for replacement fund).

OHPD provides vehicles for department-related business and may assign fleet vehicles based on a determination of operational efficiency, economic impact on the Department, requirements for

tactical deployments, and other considerations. OHPD began discussions regarding long-range planning and a proposal to shift from a pooled fleet to assigned take-home vehicles in 2024. In 2025, OHPD worked with the Office of the Mayor, Central Services, and the City Council to add officers and launched the Assigned Take Home Vehicle program. The OHPD fleet currently consists of 29 vehicles. Five (5) additional vehicles are needed to support the full staffing of 34 officers.

Chief Slowik explained the intent and goals of the Take Home Vehicle Program:

- Enhance community awareness of law enforcement.
- Increase visibility of police vehicles, resulting in greater added security to the community.
- Deter crime by an increased visual presence of marked patrol vehicles in and around the City of Oak Harbor.
- Decrease response time to emergency calls and officer requests for assistance and increase the opportunity for apprehending known criminals.
- Reduce the maintenance costs of vehicles and increase the service life of vehicles.
- Provide quicker response from off-duty personnel when called back to duty because of an emergency.
- Increased recruitment and retention of professional police officers.

Chief Slowik reviewed the challenges of acquiring additional vehicles within budgetary limits and the need to extend the life of the current fleet, and benefits of providing quicker in-service response in staffing shortages and during critical events, as well as maintenance benefits.

Scheduled Fleet Replacement – 2005 Dodge Caravan. Fleet Vehicle #P-21

Chief Slowik reported a local police agency is replacing two (2) Ford Interceptor Sport Utility Vehicle (SUV) police vehicles. On January 27, 2026, the vehicles were inspected by Deputy Chief Barton and Maintenance Foreman Ken Riley. OHPD is proposing purchasing both vehicles. One is a direct replacement of the 2005 Dodge Caravan, P-21, and the second adds a new vehicle to the police fleet. The asking price of the vehicles is \$10,000 each. 85% of the vehicle outfitting is complete for each, and both have an estimated remaining service life of five or more years. Work that will need to be completed includes new markings, radios, computer mount installations and locking storage.

Funding for these vehicles will come from the 502 Equipment Rental Replacement Fund as follows:

Budgeted \$45,000

Funds available \$32,899

Funds needed for the two (2) police interceptor vehicles:

\$20,000 for two (2) vehicles

\$15,000 for outfitting

Additional Funds Needed:

\$2,101 for the vehicle purchase, which will be funded by OHPD operations.

This request will be brought back to Council for approval at the February 17, 2026 regular meeting.

New Vehicle Purchase Authorization

Chief Slowik explained the approved Mid-Biennial Budget Amendment No. 2 to the 2025-26 Biennial Budget included \$72,500 for a new police vehicle to be purchased in 2026 (plus \$11,000 to transfer to the reserve for replacement fund). OHPD is requesting approval to place a new vehicle for a 2026 Ford Hybrid Interceptor Utility Vehicle under state contract #28423.

Chief Slowik reviewed the costs involved for the proposed expenditure:

\$50,000 for vehicle

\$30,000 for outfitting, including light bar and markings
\$80,000 total

A request for Council approval of the purchase of the new vehicle will be included for the February 17, 2026 regular meeting.

Mayor Wright thanked Chief Slowik for his presentation and called on the Council for their questions.

Councilmembers Stucky, Peterson, Marrow, and Marshall provided their respective questions and comments. Chief Slowik and Maintenance Foreman Riley responded to questions.

COUNCIL COMMENTS

Mayor Wright requested any additional comments from the Council.

Councilmember Stucky noted he was looking forward to serving as the ex-officio for the Planning Commission and their upcoming meeting.

Councilmember Marrow provided additional remarks regarding expediency regarding pickleball facilities.

Mayor Wright praised the work of staff and in particular Grants Administrator Horn, City Administrator Combs, Public Works Administration Manager Place, Maintenance Foreman Riley, Public Works Director Schuller, and Deputy City Administrator and Finance Director Goldman, in searching for and obtaining grants wherever possible and for working together collaboratively to affect positive change.

ADJOURN

There being no further business, Mayor Wright adjourned the workshop at 2:17 p.m.

Certified by Julie Nester, City Clerk

Subject: Approval of Payroll and Accounts Payable Vouchers
Submitted By: Ashley Ramos, Accounting Manager

RECOMMENDED ACTION

Approval of Accounts Payable Vouchers and Payroll Checks - See Voucher numbers listed in attachments and Check numbers listed on the agenda bill. Oak Harbor Municipal Code Chapter 3.72 establishes procedures for claims (Vouchers) payment. The determination that supports the signature coversheets is attached. Claim coversheets will be provided prior to the City Council meeting for appropriate signatures.

BACKGROUND / SUMMARY INFORMATION

Accounts Payable

February 2, 2026

Checks #202346-202359 totaling \$41,491.12 (Voucher List 13i)

February 5, 2026

Checks #202345, #202360-202426 totaling \$461,393.35 (Voucher List 2a)

February 9, 2026

Checks #202427-202439 totaling \$408,949.53 (Voucher List 13j)

Payroll

Semi

Direct Deposit: #75775-75950 \$497,206.53

Checks #103805-103809 \$83,058.77

EFT #1972-1974, #1976-1977, #1979 \$194,586.43

\$774,851.73

LEGAL AUTHORITY

N/A

FISCAL IMPACT

N/A

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

N/A

ATTACHMENTS

1. voucher list - 13i
2. Voucher List - 2a
3. voucher list - 13j

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202346	2/2/2026	0007839 ASHLEY'S DESIGN & LETTERMAN	106169 106279		EMBROIDERED ITEMS SCREEN PRINTING/EMBROIDERED	50.14 495.95 Total : 546.09
202347	2/2/2026	0000962 BUILDING OFFICIALS, WASHINGTON A: 24170			MEMBERSHIP RENEWAL 12/25 - 12/25	109.00 Total : 109.00
202348	2/2/2026	0000202 COREY OIL COMPANY	2349		ACCT# 62069 - FUEL (12/2025)	333.17 Total : 333.17
202349	2/2/2026	0000247 DIAMOND SITE SERVICES	1-617711-52 1-645215-10		PORTABLES RENTAL - TECHNICAL PORTABLES RENTAL - KOETJE PAF	180.00 180.00 Total : 360.00
202350	2/2/2026	0000257 DUTCH MAID CLEANERS	12312025		CLEANING/SEWING/ALTERATION N	64.86 Total : 64.86
202351	2/2/2026	0003095 HOME DEPOT CREDIT SERVICES	0022299 1522476 1522542 2512365 2521258 5623100 5900059 8511637 8522827 8612484 8612485 8901527 9080031 9622718 9622719		CREDIT CARD PURCHASES CREDIT MEMO - DOCK CART RETU CREDIT PURCHASE - DOCK CART CREDIT CARD PURCHASES	74.39 29.36 82.70 40.37 32.66 27.99 11.51 31.54 31.58 57.72 64.22 467.61 -75.22 107.91 61.45 Total : 1,045.79
202352	2/2/2026	0011451 KIMLEY-HORN ASSOCIATES, INC.	33631734 34479272		OAK HARBOR COMP PLAN OAK HARBOR COMP PLAN	14,460.03 677.36

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202352	2/2/2026	0011451 0011451 KIMLEY-HORN ASSOCIATES, INC.	(Continued)			Total : 15,137.39
202353	2/2/2026	0000524 LYNDEN ICE	206006189 208006224		ICE FOR RESALE ICE FOR RESALE	81.00 258.30 Total : 339.30
202354	2/2/2026	0005100 LYNNWOOD, CITY OF	20559		PRISONER ROOM & BOARD	1,288.00 Total : 1,288.00
202355	2/2/2026	0011906 POWER PLAY MARKETING	250099377		LTAC GRANT - SCORE & EXPLORE	5,500.00 Total : 5,500.00
202356	2/2/2026	0000822 SHRED-IT USA, INC	8013076604		REGULAR SERVICE - POLICE DEP1	160.08 Total : 160.08
202357	2/2/2026	0008345 SOUND GENERATIONS PROJECT ENH/ HW37878			NEW INSTRUCTOR TRAINING	250.00 Total : 250.00
202358	2/2/2026	0000672 THE MYERS GROUP, LLC	373610		CREDIT ACCOUNT PURCHASES	20.92 Total : 20.92
202359	2/2/2026	0000932 VERIZON WIRELESS	6130541249 6133056413		CURRENT WIRELESS CHARGES CURRENT WIRELESS CHARGES	7,472.10 8,864.42 Total : 16,336.52
14 Vouchers for bank code : bank						Bank total : 41,491.12
14 Vouchers in this report						Total vouchers : 41,491.12

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202345	1/30/2026	0001815 DEPARTMENT OF RETIREMENT	01302026		DRS AUDIT	35,551.60
					Total :	35,551.60
202360	2/5/2026	0010560 ALL PRO BUILDING MAINTENANCE	CM58042		JANITORIAL SERVICE - FEBRUARY	5,829.00
					Total :	5,829.00
202361	2/5/2026	0007839 ASHLEY'S DESIGN & LETTERMAN	106312		SCREEN PRINTING ITEMS	1,272.18
					Total :	1,272.18
202362	2/5/2026	0000159 AT&T MOBILITY	x01242026		287249477751 CURRENT WIRELES:	182.64
					Total :	182.64
202363	2/5/2026	0002208 BAY CITY SUPPLY	392630 392728		PAPER TOWELS, TOILET PAPER 12 ROLL T/P CASE QTY 5	315.94 150.15
					Total :	466.09
202364	2/5/2026	0011910 BERRY, DUNN, MCNEIL & PARKER, LLC	476488		FEASIBILITY STUDY	8,894.00
					Total :	8,894.00
202365	2/5/2026	0000173 CINTAS CORPORATION #3	4256781662 4256781798 4257552699		UNIFORM RENTAL UNIFORM RENTAL UNIFORM RENTAL	216.55 667.88 667.88
					Total :	1,552.31
202366	2/5/2026	0000188 CODE PUBLISHING COMPANY	GCI0019303		MUNICIPAL CODE - WEB UPDATE	540.00
					Total :	540.00
202367	2/5/2026	0000217 CUES, INC	970061606		WM360 TRANSPORTER ASSEMBLY	23,710.05
					Total :	23,710.05
202368	2/5/2026	0000220 CUMMINS SALES AND SERVICE	07-260142554		INSITE PRO - QTY 2	1,878.24
					Total :	1,878.24
202369	2/5/2026	0000028 DICOHEA LLC, DBA ALL ISLAND LOCK	102193		DUPLICATE KEY - QTY 1	21.84
					Total :	21.84
202370	2/5/2026	0008569 DORAN FENCE COMPANY	L1273		BARBWIRE FENCE ADDITIONS	1,272.18

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202370	2/5/2026	0008569 0008569 DORAN FENCE COMPANY	(Continued)			Total : 1,272.18
202371	2/5/2026	0006389 EQ HARBOR SERVICE, INC	3508		BOAT MOTOR REPAIR	820.86
						Total : 820.86
202372	2/5/2026	0011543 EUROFINS ENVIRONMENT TESTING, N	1100004700 1500005549 1500005584 1500005721		MONTHLY TESTING BIOSOLIDS TESTING BIOSOLIDS TESTING BIOSOLIDS TESTING	236.00 70.00 70.00 70.00
						Total : 446.00
202373	2/5/2026	0010172 FERGUSON WATERWORKS	0103425 0107655		1X15 MTR RESETTER W/VLV VALVE ASSEMBLY AND PARTS	451.65 1,580.91
						Total : 2,032.56
202374	2/5/2026	0005958 FERRELL, LUANNE OR KEITH	100372201		REFUND - JEWELRY MAKING CLAS	60.00
						Total : 60.00
202375	2/5/2026	0000937 FREIGHTLINER NORTHWEST	PC302194241:01 PC302194241:02		ENGINE BRAKE SOLENOID ENGINE BRAKE SOLENOID	9.47 371.90
						Total : 381.37
202376	2/5/2026	0000325 FRONTIER FORD	199413		KEY FOB PROGRAMMING	382.58
						Total : 382.58
202377	2/5/2026	0004586 GORDON, JAMES	02032026		REIMBURSEMENT - BOOTS	350.00
						Total : 350.00
202378	2/5/2026	0000349 GRAINGER	9783313282		32" STRAP WRENCH	46.73
						Total : 46.73
202379	2/5/2026	0002747 GUARDIAN SECURITY	1695233		GUN RANGE ELECTRICAL PERMIT	70.87
						Total : 70.87
202380	2/5/2026	0000362 HACH COMPANY-MARSH-MCBIRNEY	14844271		SAMPLE CELLS; SODIUM THIOSUL	757.49
						Total : 757.49
202381	2/5/2026	0011399 HANSON, JACQUELINE	01292026		REIMBURSEMENT - MUSEUM OF G	24.54

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202381	2/5/2026	0011399 0011399 HANSON, JACQUELINE	(Continued)			Total : 24.54
202382	2/5/2026	0000382 HELTSLEY, RAY	01272026		DENTAL WORK	334.00
						Total : 334.00
202383	2/5/2026	0003095 HOME DEPOT CREDIT SERVICES	0624622		CREDIT CARD PURCHASES	116.67
			1523710		CREDIT CARD PURCHASES	28.35
			3523455		CREDIT CARD PURCHASES	10.29
			4625305		CREDIT CARD PURCHASES	34.31
			6625038		CREDIT CARD PURCHASES	50.23
			6625039		CREDIT CARD PURCHASES - FISH	49.62
			6625040		CREDIT CARD PURCHASES	134.47
			6625041		CREDIT CARD PURCHASES	143.94
			7624942		CREDIT CARD PURCHASES	37.54
			9624742		CREDIT CARD PURCHASES	544.91
			9902314		CREDIT CARD PURCHASES	9.76
						Total : 1,160.09
202384	2/5/2026	0000396 I-COM	2QTR26-07		2ND QTR 2026 USER FEES	18,554.00
						Total : 18,554.00
202385	2/5/2026	0001307 INSIGHT PUBLIC SECTOR	1101350386		HP PRINTER RAM MODULE	262.58
						Total : 262.58
202386	2/5/2026	0000415 ISLAND DISPOSAL	JANUARY 2026		DUMPSTER CHARGES - JANUARY	23,784.68
						Total : 23,784.68
202387	2/5/2026	0000454 JET CITY EQUIPMENT RENTAL	54424		BANK SAND DELIVERY	43.60
						Total : 43.60
202388	2/5/2026	0011633 KBT DISTRIBUTING LLC	SI-155		GAS & DIESEL	5,564.96
			SI-228		DIESEL	3,857.98
			SI-95		GAS & DIESEL	6,248.56
						Total : 15,671.50
202389	2/5/2026	0001560 KENT D BRUCE COMPANY	19504		TIGER TOUGH BUCKET SET	352.28
						Total : 352.28

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202390	2/5/2026	0000476 KERR, JACK	01-26		PUBLIC DEFENSE SCREENING - JA	1,700.00
					Total :	1,700.00
202391	2/5/2026	0000494 LAKESIDE INDUSTRIES	348314		ASPHALT	473.68
			348807		ASPHALT	325.89
					Total :	799.57
202392	2/5/2026	0000979 LES SCHWAB	41400822211		RETREAD INSTALLATION PACKAGE	5,411.15
					Total :	5,411.15
202393	2/5/2026	0000221 LN CURTIS & SONS	INV1030249		EDUCATIONAL MATERIALS	1,209.89
					Total :	1,209.89
202394	2/5/2026	0000530 MAILLIARD'S LANDING NURSERY	394899		ACCT #1344 - YARD WASTE	15.00
			394945		ACCT #1344 - YARD WASTE	60.00
			394985		ACCT #1344 - YARD WASTE	20.00
			394996		ACCT #1344 - YARD WASTE	15.00
			395038		ACCT #1344 - YARD WASTE	10.00
			395054		ACCT #1344 - YARD WASTE	251.85
			395135		ACCT #1344 - YARD WASTE	201.82
			395141		ACCT #1344 - YARD WASTE	241.85
			395171		ACCT #1344 - YARD WASTE	20.00
			395219		ACCT #1344 - YARD WASTE	140.00
			395257		ACCT #1344 - YARD WASTE	145.00
					Total :	1,120.52
202395	2/5/2026	0006072 MASTER'S TOUCH, LLC	98497		MAILING SERVICES: LATE NOTICE	431.19
			99111		MAILING SERVICES: MONTHLY UTI	2,745.17
			P98497		POSTAGE	613.81
			P99111		POSTAGE	3,616.93
					Total :	7,407.10
202396	2/5/2026	0011911 MCGUIRE, LAURA	100274882		REFUND - TEATRO ZINZANNI	275.00
					Total :	275.00
202397	2/5/2026	0011592 MILES-HORN, WENDY	01222026		REIMB - 2026 AWC CITY ACTION D/	198.00
					Total :	198.00

Voucher List
City of Oak Harbor

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202398	2/5/2026	0000608 NC MACHINERY COMPANY	MVCS0392666		PADLOCK GP	113.15
					Total :	113.15
202399	2/5/2026	0000610 NORTH CENTRAL LABORATORIES	530818 530971		SEWAGE TRT PLANT TEST SUPPLI SEWAGE TRT PLANT TEST SUPPLI	4,713.37 4,245.65
					Total :	8,959.02
202400	2/5/2026	0000629 NORTH COAST ELECTRIC COMPANY	S014853954.001		A-B 855PC-B10ME422 LIGHT AND S	223.77
					Total :	223.77
202401	2/5/2026	0000640 NORTHWEST BIOSOLIDS	2021-1362		MEMBERSHIP OPERATIONS & RES	688.42
					Total :	688.42
202402	2/5/2026	0002292 OAK HARBOR SENIOR CENTER, FOUN	100		SPONSORSHIP - YEAR 2	5,000.00
					Total :	5,000.00
202403	2/5/2026	0006007 O'REILLY AUTO PARTS	2532-131630		MIRROR	79.21
					Total :	79.21
202404	2/5/2026	0001218 PBY MEMORIAL FOUNDATION	46		LTAC GRANT FUNDING	2,916.16
					Total :	2,916.16
202405	2/5/2026	0006209 PEP BOYS REMITTANCE DEPT	064482077114 064482077117		TIRES QTY 6 TIRES QTY 4	1,074.48 716.32
					Total :	1,790.80
202406	2/5/2026	0008677 PIN DEPOT	825144		LAPEL PINS - QTY 600	1,032.00
					Total :	1,032.00
202407	2/5/2026	0009968 PRUSHA, CORY	01222026		REIMBURSEMENT - FRESH WATER	64.28
					Total :	64.28
202408	2/5/2026	0000743 PUGET SOUND ENERGY	300000007421		ELECTRICITY	13,739.78
					Total :	13,739.78
202409	2/5/2026	0008694 RH2 ENGINEERING, INC	104972		0250059.00 - WELL NO 9 REPLACEM	732.36
					Total :	732.36

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202410	2/5/2026	0011478 SEATTLE PUMP AND EQUIPMENT CO.	018025		SAW BLADE AND HOSE GUIDE	237.83
					Total :	237.83
202411	2/5/2026	0000822 SHRED-IT USA, INC	8013300999		SHREDDING SERVICES - CITY HAL	483.84
					Total :	483.84
202412	2/5/2026	0002901 SMITH & LOVELESS, INC	201770		VALVES, GASKETS, AND ACCESSCO	2,193.56
					Total :	2,193.56
202413	2/5/2026	0003883 STAPLES BUSINESS ADVANTAGE	6053192673 6053192674 6053658115		OFFICE SUPPLY PURCHASES OFFICE SUPPLY PURCHASES OFFICE SUPPLY PURCHASES	14.40 381.84 260.16
					Total :	656.40
202414	2/5/2026	0005786 STOWES SHOES & CLOTHING	108661-21-61856		CLOTHING/BOOTS	170.89
					Total :	170.89
202415	2/5/2026	0009834 SUNBELT RENTALS, INC	175740192-0004 178632449-0001		SKIDSTEER/TRAILER RENTAL MINI EXCAVATOR RENTAL	2,933.83 3,140.10
					Total :	6,073.93
202416	2/5/2026	0000874 SURETY PEST CONTROL	279399981 279400578 279400579 279400580 279400604 279401462		PEST CTRL - FIRE DEPT PEST CTRL - 1301 SE CATALINA PEST CTRL - 1600 SW BEEKSMA PEST CONTROL - MARINA PEST CONTROL - CAREGIVERS CC PEST CTRL - 75 SE JEROME	118.14 67.68 94.75 97.19 117.10 65.75
					Total :	560.61
202417	2/5/2026	0011307 SWING SET STUFF INC.	10203604		HEAVY DUTY TIRE SWIVEL	97.46
					Total :	97.46
202418	2/5/2026	0011895 THOMAS, JEFFREY JOSEPH	INV2968		4001LF/LB SCBA IDENTIFIER	422.93
					Total :	422.93
202419	2/5/2026	0000926 USABLUBOOK	INV00940471		ABSORBENT PADS	1,022.90
					Total :	1,022.90

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202420	2/5/2026	0009297 VANDERMEER, ERLENE	100277785/100277674		REFUND - TEATRO ZINZANNI	550.00
					Total :	550.00
202421	2/5/2026	0001052 WASHINGTON STATE PATROL	I2604205		BACKGROUND CHECKS - JANUAR'	132.00
					Total :	132.00
202422	2/5/2026	0011883 WEST COAST PAPER	14343358 14351255		SOFPULL PAPER TOWELS DEODORIZERS	733.56 49.71
					Total :	783.27
202423	2/5/2026	0007094 WESTERN EQUIPMENT, INC	INV132943 INV134125		HOSE AND HOSE GUARDS LH LIFT CYLINDER ASM	157.43 1,038.32
					Total :	1,195.75
202424	2/5/2026	0001039 WESTERN TRUCK CENTER, DBA DOBE	PTF765077-M1		2026 PETERBILT 520 VIN: 3BPDLK0	244,225.04
					Total :	244,225.04
202425	2/5/2026	0001000 WHIDBEY AUTO PARTS, INC.	068691 068785 069205 069222 069324 069466 069467 069481 069859		AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS	62.98 69.25 90.70 91.08 -132.13 5.56 154.69 14.20 255.79
					Total :	612.12
202426	2/5/2026	0000355 ZIPLY FIBER	253-007-9244 360-197-1219 360-240-0603 360-279-9874 360-675-1286 360-679-1651 360-679-4609		CURRENT PHONE CHARGES - PW CURRENT PHONE CHARGES CURRENT PHONE CHARGES - MAF CURRENT PHONE CHARGES - CIT CURRENT PHONE CHARGES - PW CURRENT PHONE CHARGES - CH CURRENT PHONE CHARGES - MAF	244.30 1,013.56 107.48 153.70 102.44 84.39 102.91
					Total :	1,808.78
68 Vouchers for bank code : bank						Bank total : 461,393.35

Bank code : bank

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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68 Vouchers in this report

Total vouchers : 461,393.35

Voucher List
City of Oak Harbor

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202427	2/9/2026	0009090 AMAZON CAPITAL SERVICES, INC	139M-W6YK-6WJL 19G4-M3KW-74DT 1G6T-WX9K-7CDT 1L7R-FQLK-4XGL 1MKX-MLKC-4W9Y		AMAZON PURCHASES AMAZON PURCHASES AMAZON PURCHASES AMAZON PURCHASES AMAZON PURCHASES	103.58 48.42 130.63 102.98 870.91 Total : 1,256.52
202428	2/9/2026	0000173 CINTAS CORPORATION #3	4248606716 4251536842 4252285575 4253060029 4253771917 4254584342		UNIFORM RENTAL UNIFORM RENTAL UNIFORM RENTAL UNIFORM RENTAL UNIFORM RENTAL UNIFORM RENTAL	618.85 199.91 199.91 201.43 201.43 227.40 Total : 1,648.93
202429	2/9/2026	0000193 COMMERCIAL FIRE PROTECTION	76875		ANNUAL SPRINKLER INSPECTION/	7,292.55 Total : 7,292.55
202430	2/9/2026	0002357 CORRECT EQUIPMENT	INV59674 INV59679		MULTI-JET METER W/ ALLEGRO RE MULTI-JET METER W/ ALLEGRO RE	3,708.84 2,921.33 Total : 6,630.17
202431	2/9/2026	0000937 FREIGHTLINER NORTHWEST	PC302191853:01 PC302192026:02		AIR HOSE WHEEL KIT/BRAKE DRUM	11.62 1,273.38 Total : 1,285.00
202432	2/9/2026	0002767 GATEWAY CONTROLS, INC	2026646		MARINA CAMERA SUPPORT (09/25/	275.18 Total : 275.18
202433	2/9/2026	0000410 ISLAND COUNTY SOLID WASTE	11708 2076405/2076528 DECEMBER 2025		TIPPING FEE ACCT #6016 SPECIAL FEE ACCOUNT #2017 (12/ TIPPING FEE ACCT #6016	128,568.00 575.00 154,225.25 Total : 283,368.25
202434	2/9/2026	0000415 ISLAND DISPOSAL	8855541S144 8903252S144		RECYCLING CHARGES - NOV 2025 RECYCLING CHARGES - DEC 2025	14,176.93 17,609.41

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202436	2/9/2026	0000530 MAILLIARD'S LANDING NURSERY	(Continued)			
			391960		ACCT #1343 - YARD WASTE DISPO:	221.80
			392067		ACCT #1343 - YARD WASTE DISPO:	129.75
			392106		ACCT #1343 - YARD WASTE DISPO:	44.00
			392177		ACCT #1343 - YARD WASTE DISPO:	88.45
			392296		ACCT #1343 - YARD WASTE DISPO:	300.55
			392420		ACCT #1343 - YARD WASTE DISPO:	137.80
			392482		ACCT #1343 - YARD WASTE DISPO:	87.05
			392517		ACCT #1343 - YARD WASTE DISPO:	101.40
			392574		ACCT #1343 - YARD WASTE DISPO:	189.80
			392754		ACCT #1343 - YARD WASTE DISPO:	202.90
			392818		ACCT #1343 - YARD WASTE DISPO:	62.55
			392860		ACCT #1343 - YARD WASTE DISPO:	125.90
			392917		ACCT #1343 - YARD WASTE DISPO:	161.95
					Total :	5,450.05
202437	2/9/2026	0011515 SCHOLLEN, JUDY	97591123		REFUND: SNACK-A-DOODLE	40.00
					Total :	40.00
202438	2/9/2026	0004467 SHIELD ASSESSMENTS	3492		PRE-EMPLOYMENT PSYCHOLOGIC	1,860.00
					Total :	1,860.00
202439	2/9/2026	0000355 ZIPLY FIBER	360-197-1219		CURRENT PHONE CHARGES	1,013.70
			360-240-0603		CURRENT PHONE CHARGES - MAF	91.41
					Total :	1,105.11
13 Vouchers for bank code : bank						Bank total : 408,949.53
13 Vouchers in this report						Total vouchers : 408,949.53

Subject: Purchase Authorization-Two (2) 2016 Ford Interceptor Sport Utility Vehicles from the Fircrest Police Department

Submitted By: Tony Slowik, Chief of Police

RECOMMENDED ACTION

Authorize staff to purchase two (2) 2016 Ford Interceptor utility vehicles from the Fircrest Police Department for the amount of \$20,000. One vehicle is a direct replacement of vehicle #P-21 and the second vehicle is adding a new vehicle to the city fleet.

BACKGROUND / SUMMARY INFORMATION

On February 10, 2026, the City Council received a presentation on the Oak Harbor Police Department (OHPD) Police Fleet. At this meeting, the scheduled fleet replacement of Vehicle P-21, a 2005 Dodge Caravan, was discussed.

OHPD provides vehicles for department-related business and may assign fleet vehicles based on operational efficiency, economic impact on the Department, requirements for tactical deployments, and other considerations.

The intent of the OHPD Vehicle Use Policy endeavors to:

- Enhance community awareness
- Increased visibility of police vehicles, resulting in greater added security for the community
- Deter crime by an increased visual presence of marked patrol vehicles in and around the City of Oak Harbor
- Decrease response time to emergency calls and officer requests for assistance, and increase the opportunity for apprehending known criminals
- Reduce the maintenance costs of vehicles
- Increase the service life of the vehicles
- Provide quicker response from off-duty personnel when called back to duty because of an emergency

The OHPD fleet currently has 28 assigned vehicles. Six (6) additional police vehicles are needed to fully staff the 34 commissioned police officers.

The City of Oak Harbor received notice that the Fircrest Police Department is actively replacing two (2) 2016 Ford Interceptor Sport Utility Vehicles (SUVs). The asking price is \$10,000 each.

On January 27, 2026, Deputy Chief Barton and Maintenance Foreman Ken Riley inspected the vehicles and determined that they could potentially last another five years of service and verified that they were outfitted at 85% as advertised. The additional 15% of work still needed

is for markings, radio, computer mount, and locking storage.

The OHPD is requesting the purchase of both SUVs for patrol use. One would be a direct replacement for the 2005 Dodge Caravan, P-21, and the second would add a new vehicle to the police fleet. The 2005 Dodge Caravan will remain in the fleet, unfunded, until it is no longer economical to keep.

LEGAL AUTHORITY

Fleet Replacements are approved by the City Council during the biennial budget process.

Oak Harbor Municipal Code requires formal bids for purchases over \$75,000. City Council approval is mandatory.

FISCAL IMPACT

2005 Dodge Caravan, Vehicle P-21 Replacement
502 Equipment Rental Replacement Fund

- Budgeted \$45,000
- Funds available \$32,899

Funds needed for the two (2) police interceptor vehicles:

- \$20,000 for two (2) vehicles
- \$15,000 for outfitting

Additional Funds Needed:

- \$2,101 for the vehicle purchase will be funded by OHPD operations.

Equipment Replacement Fund Contributions:

- \$6,027.00 currently budgeted for replacement will continue and will be adjusted during the next budget cycle.

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

February 10, 2026 City Council Workshop - Presentation: Purchase Authorizations OHPD Fleet

ATTACHMENTS

1. 2026.02.17 Purchase Authorization Police Fleet_P21 Replacement
2. 2026.02.10 Purchase Authorization Police Fleet FINAL



**PURCHASE AUTHORIZATION
OAK HARBOR POLICE DEPARTMENT
(OHPD) FLEET,
VEHICLE P21 REPLACEMENT**

City Council
Workshop

2/10/2026
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2026 OHPD FLEET DISCUSSION

- Scheduled fleet replacement
 - #P-21 2005 Dodge Caravan

CAPITAL EQUIPMENT AUTHORIZATION

- Replacements were approved by the City Council during the bi-annual budget process
 - A detailed list of vehicles and anticipated replacement costs is provided
- OHMC requires formal bids for purchases over \$75,000; City Council approval is mandatory

PREVIOUS DISCUSSIONS

- **February 10, 2026, City Council Workshop**
 - **Purchase Authorization Oak Harbor Police Department (OHPD) Fleet**

SCHEDULED FLEET REPLACEMENT



- 2005 Dodge Caravan
- Fleet Vehicle #P-21

HISTORY

- 2006-2018 used as a detective vehicle
- 2018-2023 used as a SWAT and administration vehicle
- 2023-2026 used as an administration vehicle
 - No longer meets the department's needs and use for undercover operations or SWAT
 - Proposing to retain use as an unfunded vehicle until no longer serviceable

REPLACEMENT REQUEST

- **Two (2) 2016 Ford Police Interceptor Utility Vehicles**
 - Local police agency surplus
 - Mileage: 1) 63,000 – 2) 73,000
 - Asking Price: \$12,000 each / Negotiated Price: \$10,000 each
 - Equipment: 85% outfitting complete
 - Remaining service life 5+ years determined by City Staff

- **Remaining Outfitting**
 - Police markings
 - Computer mount and printer
 - Radio install
 - Locking storage

FUNDING

- **502 Equipment Rental Replacement Fund**
 - **Budgeted \$45,000**
 - **Funds available \$32,899**
 - **Amount needed \$20,000 plus \$15,000 Outfitting**
 - **Additional needed \$2,101 will come from OHPD operations.**

MOTION

Authorize staff to purchase two (2) 2016 Ford Interceptor utility vehicles from the Fircrest Police Department for the amount of \$20,000. One vehicle is a direct replacement of vehicle #P-21 and the second vehicle is adding a new vehicle to the city fleet.



PURCHASE AUTHORIZATIONS OAK HARBOR POLICE DEPARTMENT (OHPD) FLEET

City Council
Workshop

2/10/2026
Page 56 of 176

2026 OHPD FLEET DISCUSSION

○ Scheduled fleet replacement

- #P-21 2005 Dodge Caravan

○ Purchase Authorization

- Approved Mid-Biennial Budget Amendment (No. 2) to the 2025-26 Biennial Budget included \$83,500 for a new police vehicle to be purchased in 2026

CAPITAL EQUIPMENT AUTHORIZATION

- Replacements were approved by the City Council during the bi-annual budget process
 - A detailed list of vehicles and anticipated replacement costs is provided
- OHMC requires formal bids for purchases over \$75,000; City Council approval is mandatory

PREVIOUS DISCUSSIONS

- **2024 – The OHPD began discussions regarding long-range planning and a proposal to shift from a pooled fleet to assigned take-home vehicles**
- **2025 - Worked with the Office of the Mayor, Central Services, and City Council**
 - **The OHPD fleet currently has 29 assigned vehicles**
 - **OHPD launched the Assigned Take Home Vehicle program**
 - **Five additional police vehicles were needed to support the full staffing of 34 officers**

ASSIGNED TAKE HOME VEHICLE PROGRAM GOALS

- Enhance community awareness of law enforcement
- Increase visibility of police vehicles, resulting in greater added security to the community
- Deter crime by an increased visual presence of marked patrol vehicles in and around the City of Oak Harbor.
- Decrease response time to emergency calls and officer requests for assistance, and increase the opportunity for apprehending known criminals
- Reduce the maintenance costs and increase the service life of vehicles
- Provide quicker response from off-duty personnel when called back to duty because of an emergency
- Increased recruitment and retention of professional police officers

CHALLENGES AND BENEFITS

○ Challenges

- The cost of acquiring new police vehicles within current budget limits
- Extending the life of the current police fleet

○ Benefits

- Quicker in-service response time when officers are called back to work due to staffing shortages & during critical events
- Direct deployment to the incident scene
 - Example: January 1st event
- Vehicle maintenance benefits
 - Extending oil change cycles
 - Reduced wear and tear on brakes, tires, etc.
 - Projected vehicle lifecycle has increased from 7 years to 15 years

SCHEDULED FLEET REPLACEMENT



- 2005 Dodge Caravan
- Fleet Vehicle #P-21

HISTORY

- 2006-2018 used as a detective vehicle
- 2018-2023 used as a SWAT and administration vehicle
- 2023-2026 used as an administration vehicle
 - No longer meets the department's needs and use for undercover operations or SWAT
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- **Two (2) 2016 Ford Police Interceptor Utility Vehicles**
 - Local police agency surplus
 - Mileage: 1) 63,000 – 2) 73,000
 - Asking Price: \$12,000 each / Negotiated Price: \$10,000 each
 - Equipment: 85% outfitting complete
 - Remaining service life 5+ years determined by City Staff

- **Remaining Outfitting**
 - Police markings
 - Computer mount and printer
 - Radio install
 - Locking storage

FUNDING

- **502 Equipment Rental Replacement Fund**
 - **Budgeted \$45,000**
 - **Funds available \$32,899**
 - **Amount needed \$20,000 plus \$15,000 Outfitting**
 - **Additional needed \$2,101 will come from OHPD operations.**

FUTURE MOTION

- February 17, 2026, City Council Meeting
 - The proposed motion will request authorizing staff to purchase two (2) 2016 Ford Interceptor utility vehicles from the Fircrest Police Department
 - One vehicle is a direct replacement of vehicle #P-21
 - The second vehicle is adding a new vehicle to the city fleet

NEW VEHICLE PURCHASE AUTHORIZATION

- 2026 Ford
Interceptor Utility
(Hybrid)
- State Contract
#28423



HYBRID FUEL SAVINGS

P-19 Regular
1,139 Gallons per year

Responsive to Your Budget

Purpose-built for the police duty cycle, the 2021 Ford Police Interceptor® Utility's hybrid powertrain can offer significant potential fuel savings compared to traditional police vehicles. Its lithium-ion hybrid battery can also provide added benefits when considering the unique idling demands of day-to-day police use. See just how these potential savings can benefit your community by using [this convenient calculator](#).

P-07 Hybrid
866 Gallons per year



2018 Police Interceptor Utility
 3.7L AWD

20,000 miles driven per year
 $\div 17 \text{ mpg}^2$ (EPA-estimated Combined rating)
 = **1,176** Gallons of fuel consumed per year

2021 Police Interceptor Utility
 Standard HEV AWD

20,000 miles driven per year
 $\div 24 \text{ mpg}^1$ (projected EPA-estimated Combined rating)
 = **833** Gallons of fuel consumed per year

30% Fuel Savings

While driving, the 2021 Police Interceptor Utility potentially saves **343** gallons of fuel per year.

OAK HARBOR'S IDLE TIME SAVINGS

Even greater potential savings come into play when we contrast the two vehicles while stopped at idle.

While on duty, even at idle, police vehicles must constantly keep their engines running to power lighting packages, radios, computers and other electrical equipment. Ford data shows that police vehicles spend approximately 61 percent of each shift at engine idle,³ roughly 4.9 hours for every 8-hour shift.

The 2021 Ford Police Interceptor Utility reduces gas engine idle time by powering its electrical load using the lithium-ion hybrid battery. This allows the engine to run less, now intermittently called upon to top off the battery.

2018 Police Interceptor Utility 3.7L AWD

4.9 hours idling per 8-hour shift

X .465 gallons of fuel consumed per hour⁴

X 2 shifts per day

X 365 days per year

= **1,663 gallons of fuel consumed per year**

2021 Police Interceptor Utility Standard HEV AWD

4.9 hours idling per 8-hour shift

X .204 gallons of fuel consumed per hour⁴

X 2 shifts per day

X 365 days per year

= **730 gallons of fuel consumed per year**

At idle, the 2021 Police Interceptor Utility potentially saves **933** gallons of fuel per year.

**Oak Harbor saved \$1,960
a year that we do not idle**

**490 gallons of fuel per year
(picture shows data for 2 shifts)**

**56%
Savings At
Idle**

LOWER MAINTENANCE COSTS

- Less maintenance due to fewer engine hours
- 2/3 fewer oil changes
- Brakes are regenerative, which reduces brake pad wear and tear



FLEET ADDITION



- Vehicle cost
 - Estimate \$50,000
- Outfitting cost
 - Estimate \$30,000
 - Includes light bar and markings
- Total \$80,000 each

FUNDING

○ Mid-Biennial Budget

- Increased capital equipment line item to include:
 - \$42,500 for vehicle
 - \$30,000 for outfitting
 - \$72,500 Subtotal (available for vehicle purchase)
 - \$11,000 Annual Equipment Replacement Fund Contributions
 - \$83,500 total 2026 cost

○ Funds needed for vehicle

- \$50,000 for vehicle
- \$30,000 for outfitting
- \$80,000 total

○ Additional Funds Needed

- \$7,500 for the vehicle purchase will come from OHPD operations

FUTURE MOTION

- February 17, 2026, City Council Meeting
 - The proposed motion will authorize staff to purchase one (1) 2026 Ford Police Interceptor AWD SUV Hybrid from State Contract number 28423 in the amount not to exceed \$50,000 and an additional \$30,000 for outfitting.

QUESTIONS

Subject: Purchase Authorization- One (1) 2026 Ford Police Interceptor AWD SUV Hybrid

Submitted By: Tony Slowik, Chief of Police

RECOMMENDED ACTION

Authorize city staff to purchase one (1) 2026 Ford Police Interceptor AWD SUV Hybrid from State Contract number 28423 in an amount not to exceed \$50,000.00 and an additional \$30,000.00 for outfitting.

BACKGROUND / SUMMARY INFORMATION

This presentation will discuss two items for the Oak Harbor Police Department (OHPD) Police Fleet in 2026.

- 1) Scheduled Fleet Replacement; Vehicle P-21, 2005 Dodge Caravan
- 2) Purchase Authorization: Approved Mid-Biennial Budget Amendment No. 2 to the 2025-26 Biennial Budget included \$72,500 for a new police vehicle to be purchased in 2026 (plus \$11,000 to transfer to the reserve for replacement fund).

OHPD provides vehicles for department-related business and may assign fleet vehicles based on operational efficiency, economic impact on the Department, requirements for tactical deployments, and other considerations.

The intent of the OHPD Vehicle Use Policy endeavors to:

- Enhance community awareness
- Increased visibility of police vehicles, resulting in greater added security for the community.
- Deter crime by an increased visual presence of marked patrol vehicles in and around the City of Oak Harbor.
- Decrease response time to emergency calls and officer requests for assistance, and increase the opportunity for apprehending known criminals.
- Reduce the maintenance costs of vehicles.
- Increase the service life of the vehicles.
- Provide quicker response from off-duty personnel when called back to duty because of an emergency.

The OHPD fleet currently has 28 assigned vehicles. Six (6) additional police vehicles are needed to fully staff the 34 commissioned police officers.

Purchase Authorization: Approved Mid-Biennial Budget Amendment No. 2 to the 2025-26 Biennial Budget included \$72,500 for a new police vehicle to be purchased in 2026 (plus

\$11,000 to transfer to the reserve for replacement fund).

OHPD is requesting approval to place a new 2026 Ford Hybrid Interceptor Utility Vehicle under state contract #28423.

LEGAL AUTHORITY

Fleet Replacements are approved by the City Council during the biennial budget process.

Oak Harbor Municipal Code requires formal bids for purchases over \$75,000. City Council approval is mandatory.

FISCAL IMPACT

2026 Ford Hybrid Interceptor Utility Purchase

Mid-Biennial Budget, Amendment No. 2

Increased capital equipment line item to include:

 \$42,500 for vehicle

 \$30,000 for outfitting

 \$72,500 total

Increased Equipment Replacement Fund Contributions:

 \$11,000

Funds needed for this one (1) new vehicle:

 \$50,000 for vehicle

 \$30,000 for outfitting

 \$80,000 total

Additional Funds Needed:

 \$7,500 for the vehicle purchase will come from OHPD operations.

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

November 5, 2025, City Council Meeting for Ordinance No. 2030: Mid-Biennial Budget Amendment (No. 2) to the 2025-26 Biennial Budget

February 10, 2026, City Council Workshop

ATTACHMENTS

1. 2026.02.17 Purchase Authorization Police Fleet_New Vehicle Purchase
2. Quote, 2026 Ford Interceptor Hybrid SUV
3. 2026.02.10 Purchase Authorization Police Fleet FINAL



**PURCHASE AUTHORIZATIONS
OAK HARBOR POLICE DEPARTMENT
(OHPD) FLEET,
NEW VEHICLE PURCHASE**

City Council
Meeting

2/17/2026
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2026 OHPD FLEET DISCUSSION

○ Purchase Authorization

- Approved Mid-Biennial Budget Amendment (No. 2) to the 2025-26 Biennial Budget included \$83,500 for a new police vehicle to be purchased in 2026

CAPITAL EQUIPMENT AUTHORIZATION

- Replacements were approved by the City Council during the bi-annual budget process
 - A detailed list of vehicles and anticipated replacement costs is provided
- OHMC requires formal bids for purchases over \$75,000; City Council approval is mandatory

PREVIOUS DISCUSSIONS

- **February 10, 2026, City Council Workshop**
 - **Presentation; Purchase Authorization Oak Harbor Police Fleet**

NEW VEHICLE PURCHASE AUTHORIZATION

- 2026 Ford
Interceptor Utility
(Hybrid)
- State Contract
#28423



HYBRID FUEL SAVINGS

P-19 Regular
1,139 Gallons per year

Responsive to Your Budget

Purpose-built for the police duty cycle, the 2021 Ford Police Interceptor® Utility's hybrid powertrain can offer significant potential fuel savings compared to traditional police vehicles. Its lithium-ion hybrid battery can also provide added benefits when considering the unique idling demands of day-to-day police use. See just how these potential savings can benefit your community by using [this convenient calculator](#).

P-07 Hybrid
866 Gallons per year



2018 Police Interceptor Utility
3.7L AWD

20,000 miles driven per year
 \div **17 mpg²** (EPA-estimated Combined rating)
= 1,176 Gallons of fuel consumed per year

2021 Police Interceptor Utility
Standard HEV AWD

20,000 miles driven per year
 \div **24 mpg¹** (projected EPA-estimated Combined rating)
= 833 Gallons of fuel consumed per year

30% Fuel Savings

While driving, the 2021 Police Interceptor Utility potentially saves **343** gallons of fuel per year.

OAK HARBOR'S IDLE TIME SAVINGS

Even greater potential savings come into play when we contrast the two vehicles while stopped at idle.

While on duty, even at idle, police vehicles must constantly keep their engines running to power lighting packages, radios, computers and other electrical equipment. Ford data shows that police vehicles spend approximately 61 percent of each shift at engine idle,³ roughly 4.9 hours for every 8-hour shift.

The 2021 Ford Police Interceptor Utility reduces gas engine idle time by powering its electrical load using the lithium-ion hybrid battery. This allows the engine to run less, now intermittently called upon to top off the battery.

2018 Police Interceptor Utility 3.7L AWD

4.9 hours idling per 8-hour shift

X .465 gallons of fuel consumed per hour⁴

X 2 shifts per day

X 365 days per year

= **1,663 gallons of fuel consumed per year**

2021 Police Interceptor Utility Standard HEV AWD

4.9 hours idling per 8-hour shift

X .204 gallons of fuel consumed per hour⁴

X 2 shifts per day

X 365 days per year

= **730 gallons of fuel consumed per year**

At idle, the 2021 Police Interceptor Utility potentially saves **933** gallons of fuel per year.

**Oak Harbor saved \$1,960
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**490 gallons of fuel per year
(picture shows data for 2 shifts)**

**56%
Savings At
Idle**

LOWER MAINTENANCE COSTS

- Less maintenance due to fewer engine hours
- 2/3 fewer oil changes
- Brakes are regenerative, which reduces brake pad wear and tear



REPLACEMENT COST



- Vehicle cost
 - Estimate \$50,000
- Outfitting cost
 - Estimate \$30,000
 - Includes light bar and markings
- Total \$80,000 each

FUNDING

○ Mid-Biennial Budget

- Increased capital equipment line item to include:
 - \$42,500 for vehicle
 - \$30,000 for outfitting
 - \$72,500 Subtotal (available for vehicle purchase)
 - \$11,000 Annual Equipment Replacement Fund Contributions
 - \$83,500 total 2026 cost

○ Funds needed for vehicle

- \$50,000 for vehicle
- \$30,000 for outfitting
- \$80,000 total

○ Additional Funds Needed

- \$7,500 for the vehicle purchase will come from OHPD operations

FUTURE MOTION

Authorize city staff to purchase one (1) 2026 Ford Police Interceptor AWD SUV Hybrid from the State Contract number 28423 in the amount not to exceed \$50,000 and an additional \$30,000 for outfitting.

Vehicle Quote Number: 2026-1-684

[Create Purchase Request requests](#)

[View organization purchase](#)

This is a **quote** only. You must create a purchase request to order this vehicle(s)

Contract & Dealer Information

Contract #: 28423	Dealer Contact: Austin Harvey
Dealer: Corwin of Pasco (W53992)	Dealer Phone: (509) 316-7221

Organization Information

Organization: OAK HARBOR, CITY OF - 21503
Email: splace@oakharbor.org
Quote Notes:
Vehicle Location: ISLAND COUNTY

Color Options & Qty

(UM) AGATE BLACK - 1
Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price
2026-05023-0001	FORD POLICE INTERCEPTOR EXPLORER	1	\$44,093.11	\$44,093.11
2026-05023-0006	POLICE INTERCEPTOR AWD W/STD 3.3L V6 DIRECT-INJECTION HYBRID ENGINE SYSTEM WITH 10-SPEED AUTOMATIC TRANSMISSION (163-MPH TOP SPEED) (99W/44B)	1	\$0.00	\$0.00
2026-05023-0017	LICENSE PLATE BRACKET-FRONT (153)	1	\$0.00	\$0.00
2026-05023-0022	Side Marker LED ? Sideview Mirrors (63B) (Driver side ? Red / Passenger side ? Blue)? Located on exterior mirror housing? LED lights only. Wiring, controller ?not? includedNote: Recommend using Ready for the Road Package (67H) or Ultimate Wiring Package (67U)Note: Not available with Police Upgrade Package (65U)	1	\$490.00	\$490.00

2026-05023-0026	SPOT LAMP DRIVER ONLY (WHELEN) (51T)	1	\$420.00	\$420.00
2026-05023-0036	Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows) (52P)Note: Not available with 68G ? includes all content of 68GNote: Can manually remove window or door disable plate with special toolNote: Locks/windows operable from driver?s door switches	1	\$160.00	\$160.00
2026-05023-0038	Global Lock / Unlock feature (18D) (Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates the 45-second Liftgate Lock Release + PAITRO TimerNote: Overhead Liftgate Button and Blue Liftgate Release Button on key fob will NOT have any function when pressed with this option	1	\$0.00	\$0.00
2026-05023-0039	KEYED ALIKE--GET WITH DEALER TO CHOOSE PROPER KEY CODE	1	\$50.00	\$50.00
2026-05023-0044	Rear Console Plate (85R)Note: Not available with option: 65U, 85D	1	\$60.00	\$60.00
2026-05023-0052	Noise Suppression Bonds (Ground Straps) (60R)	1	\$100.00	\$100.00
2026-05023-0103	Delivery to customer over 201 miles away	1	\$450.00	\$450.00

Catalytic Converter Marking

Our organization declines catalytic converter marking

Quote Totals

Total Vehicles:	1
Sub Total:	\$45,823.11
9.1 % Sales Tax:	\$4,169.90
Quote Total:	\$49,993.01



PURCHASE AUTHORIZATIONS OAK HARBOR POLICE DEPARTMENT (OHPD) FLEET

City Council
Workshop

2/10/2026
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2026 OHPD FLEET DISCUSSION

○ Scheduled fleet replacement

- #P-21 2005 Dodge Caravan

○ Purchase Authorization

- Approved Mid-Biennial Budget Amendment (No. 2) to the 2025-26 Biennial Budget included \$83,500 for a new police vehicle to be purchased in 2026

CAPITAL EQUIPMENT AUTHORIZATION

- Replacements were approved by the City Council during the bi-annual budget process
 - A detailed list of vehicles and anticipated replacement costs is provided
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PREVIOUS DISCUSSIONS

- **2024 – The OHPD began discussions regarding long-range planning and a proposal to shift from a pooled fleet to assigned take-home vehicles**
- **2025 - Worked with the Office of the Mayor, Central Services, and City Council**
 - **The OHPD fleet currently has 29 assigned vehicles**
 - **OHPD launched the Assigned Take Home Vehicle program**
 - **Five additional police vehicles were needed to support the full staffing of 34 officers**

ASSIGNED TAKE HOME VEHICLE PROGRAM GOALS

- Enhance community awareness of law enforcement
- Increase visibility of police vehicles, resulting in greater added security to the community
- Deter crime by an increased visual presence of marked patrol vehicles in and around the City of Oak Harbor.
- Decrease response time to emergency calls and officer requests for assistance, and increase the opportunity for apprehending known criminals
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- Provide quicker response from off-duty personnel when called back to duty because of an emergency
- Increased recruitment and retention of professional police officers

CHALLENGES AND BENEFITS

○ Challenges

- The cost of acquiring new police vehicles within current budget limits
- Extending the life of the current police fleet

○ Benefits

- Quicker in-service response time when officers are called back to work due to staffing shortages & during critical events
- Direct deployment to the incident scene
 - Example: January 1st event
- Vehicle maintenance benefits
 - Extending oil change cycles
 - Reduced wear and tear on brakes, tires, etc.
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SCHEDULED FLEET REPLACEMENT



- 2005 Dodge Caravan
- Fleet Vehicle #P-21

HISTORY

- 2006-2018 used as a detective vehicle
- 2018-2023 used as a SWAT and administration vehicle
- 2023-2026 used as an administration vehicle
 - No longer meets the department's needs and use for undercover operations or SWAT
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 - Equipment: 85% outfitting complete
 - Remaining service life 5+ years determined by City Staff

- **Remaining Outfitting**
 - Police markings
 - Computer mount and printer
 - Radio install
 - Locking storage

FUNDING

- **502 Equipment Rental Replacement Fund**
 - **Budgeted \$45,000**
 - **Funds available \$32,899**
 - **Amount needed \$20,000 plus \$15,000 Outfitting**
 - **Additional needed \$2,101 will come from OHPD operations.**

FUTURE MOTION

- February 17, 2026, City Council Meeting
 - The proposed motion will request authorizing staff to purchase two (2) 2016 Ford Interceptor utility vehicles from the Fircrest Police Department
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NEW VEHICLE PURCHASE AUTHORIZATION

- 2026 Ford
Interceptor Utility
(Hybrid)
- State Contract
#28423



HYBRID FUEL SAVINGS

P-19 Regular
1,139 Gallons per year

Responsive to Your Budget

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2018 Police Interceptor Utility 3.7L AWD	2021 Police Interceptor Utility Standard HEV AWD
4.9 hours idling per 8-hour shift	4.9 hours idling per 8-hour shift
X .465 gallons of fuel consumed per hour ⁴	X .204 gallons of fuel consumed per hour ⁴
X 2 shifts per day	X 2 shifts per day
X 365 days per year	X 365 days per year
<hr/>	<hr/>
= 1,663 gallons of fuel consumed per year	= 730 gallons of fuel consumed per year

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Oak Harbor saved \$1,960 a year that we do not idle

490 gallons of fuel per year (picture shows data for 2 shifts)



LOWER MAINTENANCE COSTS

- Less maintenance due to fewer engine hours
- 2/3 fewer oil changes
- Brakes are regenerative, which reduces brake pad wear and tear



FLEET ADDITION



- Vehicle cost
 - Estimate \$50,000
- Outfitting cost
 - Estimate \$30,000
 - Includes light bar and markings
- Total \$80,000 each

FUNDING

○ Mid-Biennial Budget

- Increased capital equipment line item to include:
 - \$42,500 for vehicle
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○ Funds needed for vehicle

- \$50,000 for vehicle
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- \$80,000 total

○ Additional Funds Needed

- \$7,500 for the vehicle purchase will come from OHPD operations

FUTURE MOTION

- February 17, 2026, City Council Meeting
 - The proposed motion will authorize staff to purchase one (1) 2026 Ford Police Interceptor AWD SUV Hybrid from State Contract number 28423 in the amount not to exceed \$50,000 and an additional \$30,000 for outfitting.

QUESTIONS

Subject: Approval of Island County Joint Tourism Interlocal Agreement
Submitted By: Wendy Horn, Grants Administrator

RECOMMENDED ACTION

Motion to approve and authorize the Mayor to sign the Island County, Oak Harbor, Langley and Coupeville Lodging Tax Tourism Promotion Agreement.

BACKGROUND / SUMMARY INFORMATION

Island County, Oak Harbor, Langley, and Coupeville signed a joint tourism promotion agreement signed in 2000. It was amended in 2005, 2009, and 2011. The agreement stated that the parties would share part of the additional 2% lodging tax collected by each party above the 2% collected by the State. The purpose of the pooled resources would be used for joint tourism marketing of Island County.

The City has contributed \$20,000 to Island County for joint tourism promotion. In August 2023, City Council approved an increase to \$50,000. The amendment to the agreement was never fully executed by all parties. The City continued to pay \$20,000 in 2024 and 2025.

The new 2026 agreement outlines the amounts in percentages for each party and the uses and oversight of the pooled resources.

A presentation was made to the City Council at the February 10, 2026 workshop outlining the details.

LEGAL AUTHORITY

City and county lodging tax revenues – including both the “basic” and “additional” lodging taxes—must generally be used for tourism promotion, acquisition of tourism-related facilities, or operation of tourism-related facilities (RCW 67.28.1815-.1816), including:

- Tourism marketing;
- Marketing and operations of special events and festivals designed to attract tourists;
- Operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district, including repayment of general obligation bonds (RCW 67.28.150) or revenue bonds (RCW 67.28.160) for eligible capital projects;
or
- Operations of tourism-related facilities owned or operated by nonprofit organizations (but *not* capital expenditures).

FISCAL IMPACT

The City has budgeted \$50,000 since 2024 to be paid for from Lodging Tax funds. The annual

contribution of 25% of the additional 2% projected will be less than the \$50,000 already set aside in 2026.

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

February 10, 2026 City Council workshop

ATTACHMENTS

1. Joint Tourism Interlocal Agreement
2. 02.17.2026 Joint Tourism Agreement PowerPoint

**ISLAND COUNTY, OAK HARBOR, LANGLEY, AND COUPEVILLE LODGING TAX
TOURISM PROMOTION AGREEMENT**

This AGREEMENT is made and entered into this [date] by and between Island County, a political subdivision of the State of Washington, hereinafter called the “County,” the City of Oak Harbor, a municipal corporation of the State of Washington, hereinafter called “Oak Harbor,” the City of Langley, a municipal corporation of the State of Washington, hereinafter called “Langley,” and the Town of Coupeville, a municipal Corporation of the State of Washington, hereinafter called “Coupeville.”

I. Recitals

- A. Pursuant to RCW 67.28.181, the County, Oak Harbor, Langley, and Coupeville are authorized to add up to an additional two percent (2%) excise tax on lodging, over the basic two percent (2%) lodging tax to be used solely for tourism promotion, acquisition of tourism-related facilities, or operation of tourism-related facilities.
- B. Pursuant to Chapter 39.34 RCW, the Interlocal Cooperation Act, the parties desire to enter into an agreement with one another for joint and cooperative action to promote tourism in the County, Oak Harbor, Langley, and Coupeville.
- C. This agreement shall constitute the full and complete agreement between Island County, Oak Harbor, Langley, and Coupeville. All prior interlocal agreements, memoranda of understanding, and contracts relating to excise tax on lodging are terminated and superseded as of the effective date of this agreement.

II. General Provisions

- A. **Pooled Fund:** Lodging tax revenues collected by all parties pursuant to RCW 67.28.181 shall be forwarded to and retained by the Island County Treasurer.
 - 1. 100% of lodging tax collected by Island County per RCW 67.28.181
 - 2. 25% of lodging tax collected by Oak Harbor per RCW 67.28.181
 - 3. 25% of lodging tax collected by Langley per RCW 67.28.181
 - 4. 25% of lodging tax collected by Coupeville per RCW 67.28.181
 - 5. All funds shall be contributed quarterly to the Island County Treasurer.
- B. **Use of Pooled Fund.** All funds including interest earned shall be held by the Island County Treasurer and shall be used solely to market Island County, Oak

Harbor, Coupeville, and Langley as a tourist destination to bring visitors for overnight stays.

- C. **Budget.** The annual budget for the Pooled Fund shall be submitted to the Board of Island County Commissioners for approval.
- D. **Basic Two-Percent Lodging Tax Not Covered.** This agreement does not cover the use of the “basic” or “state shared” lodging tax authorized by RCW 67.28.180. The parties shall continue to use those funds outside the terms of this Agreement. Any committee, board, or other entity whose primary purpose is to promote economic development shall not be involved with the fund referenced herein.
- E. **Duration.** This agreement becomes effective upon signature by the authorized representatives of all parties. The agreement will be in effect in perpetuity unless terminated.
- F. **Amendment.** The terms of this agreement may be amended by written agreement of all parties.
- G. **Termination.** This agreement may be terminated by one or more parties giving written notice to the legislative authorities of the other parties at least one (1) year in advance of the termination date.

III. Lodging Tax Executive Board

- A. **Executive Board Composition.** A Four-Member Executive Board shall be comprised of:
 - 1. One Commissioner from the Board of Island County Commissioners.
 - 2. One elected leader from Oak Harbor.
 - 3. One elected leader from Langley.
 - 4. One elected leader from Coupeville.
- B. **Board Chair.** The Chair of the Executive Board shall rotate yearly between members. The Executive Board members will determine who will act as Chair by the end of the preceding year.
- C. **Responsibilities of the Executive Board.** The Executive Board shall have the following responsibilities:
 - 1. Submit an annual budget to the Island County Board of Commissioners for review and adoption.
 - 2. In conjunction with Island County Human Resources Department, develop and maintain the job description for the Program Manager

Position and participate in the hiring and performance evaluation process for the Program Manager.

3. Approve Requests for Qualifications (RFQs) for consultant services and make the final selection of consultants considering advice from the Program Manager and the Advisory Board.
4. Monitor tourism-related investments and growth to ensure alignment with adopted goals and priorities and appropriate use and accountability of public funds in all activities conducted under this agreement.
5. Review and approve strategic plan developed by the Program Manager with the Advisory Committee for tourism-related programs and initiatives.

D. Executive Board Meetings. The Executive Board shall meet no less than once per calendar quarter. Additional meetings may be scheduled as deemed necessary by the Executive Board Chair. Minutes of each Executive Board meeting shall be taken by Island County staff and maintained as official records of Island County. In the event of a split decision, a two-to-two vote shall be considered a denial of a motion or proposal. A quorum shall consist of three members.

IV. Joint Tourism Advisory Committee (“Advisory Committee”)

A. Composition. A Nine-Member Advisory Committee shall be comprised of:

1. One Member from the Langley Chamber of Commerce, Greater Freeland Chamber of Commerce, or the Clinton Chamber of Commerce. To serve on a rotating basis and assigned annually by the Langley Mayor.
2. One Member from the Coupeville Chamber of Commerce.
3. One Member from the Oak Harbor Chamber of Commerce.
4. One Member from the Camano Island Chamber of Commerce.
5. One At-Large Member or Lodging Business Member appointed by the Mayor of Langley.
6. One At-Large Member or Lodging Business Member appointed by the Mayor of Coupeville.
7. One At-Large Member or Lodging Business Member appointed by the Mayor of Oak Harbor.
8. One At-Large Member or Lodging Business Member from unincorporated Island County appointed by the Board of Island County Commissioners.
9. One Representative from the Executive Board.

Pursuant to RCW 67.28.1817, two members of the Lodging Tax Advisory Committee shall be representatives from businesses that collect lodging taxes, and

two members shall represent businesses that are eligible to receive lodging tax funds.

B. Advisory Committee Chair. The Program Manager shall serve as the chair of the Advisory Committee and as the representative of the Executive Board and will report directly to the Executive Board regarding their work as the Program Manager.

C. Responsibilities of the Advisory Committee. The Advisory Committee shall enact its own by-laws subject to approval by the Executive Board and serve as a collaborative body to:

1. Discuss trends and developments in tourism within Island County and its municipalities.
2. Advise on the development and refinement of tourism strategies.
3. Offer feedback to the Program Manager regarding the direction of tourism investments and marketing messaging.
4. Share information among members regarding upcoming community events, notable successes, and challenges related to tourism marketing.
5. Provide recommendations intended to enhance tourism-related programs and initiatives, including grants and contracts.

D. Advisory Committee Meetings. The Advisory Committee shall meet Monthly at a time and location determined by the Program Manager. Meeting will be open to the public and occur at regularly scheduled intervals. Minutes of each Advisory Committee meeting shall be taken by Island County staff and maintained as official records of Island County. Feedback, recommendations, and observations from the Advisory Committee shall be shared by the Program Manager with the Executive Board for consideration and possible action.

V. Program Manager

A. Job Description. The Executive Board will work in conjunction with the Island County Human Resources Department to develop and maintain the job description for the Program Manager. The Program Manager will be an Island County Position whose salary will be funded by the Pooled Fund.

B. Responsibilities of the Program Manager. The Program Manager will report and receive direction from The Executive Board. Island County Human Resources Department will be available to the Program Manager on a day-to-day basis for consultation on the work defined by the Executive Board.

VI. Indemnification

Mutual Indemnity. To the extent of its comparative liability, each party agrees to indemnify, defend and hold the other party, its elected and appointed officials, employees, agents and volunteers, harmless from and against any and all claims, damages, losses and expenses, including but not limited to court costs, attorney's fees and alternative dispute resolution costs, for any personal injury, for any bodily injury, sickness, disease or death and for any damage to or destruction of any property (including the loss of use resulting therefrom) which are alleged or proven to be caused by an act or omission, negligent or otherwise, of its elected and appointed officials, employees, agents or volunteers.

A Party shall not be required to indemnify, defend, or hold the other Party harmless if the claim, damage, loss or expense for personal injury, for any bodily injury, sickness, disease or death or for any damage to or destruction of any property (including the loss of use resulting therefrom) is caused by the sole act or omission of the other Party.

In the event of any concurrent act or omission of the Parties, negligent or otherwise, these indemnity provisions shall be valid and enforceable only to the extent of each Party's comparative liability.

The parties agree to maintain a consolidated defense to claims made against them and to reserve all indemnity claims against each other until after liability to the claimant and damages, if any, are adjudicated. If any claim is resolved by voluntary settlement and the Parties cannot agree upon apportionment of damages and defense costs, they shall submit apportionment to binding arbitration.

Insurance

Each Party shall maintain, at its own expense, adequate insurance or self-insurance (including participation in municipal risk pools) to cover its liabilities, acts, and omissions arising under this Agreement.

Island County

Attest:

Melanie Bacon, Chair Date
Board of Island County Commissioners

Jennifer Roll, Clerk of the Board

City of Oak Harbor

Attest:

Ronnie Wright, Mayor Date

City of Langley

Attest:

Krista "Kennedy" Horstman, Mayor Date

Town of Coupeville

Attest:

Molly Hughes, Mayor Date

**2026 ISLAND COUNTY,
OAK HARBOR, LANGLEY
AND COUPEVILLE
TOURISM
PROMOTION
AGREEMENT**



City Council Meeting

2/17/2026

JOINT TOURISM HISTORY



- Island County, Oak Harbor, Langley & Coupeville joint agreement signed in 2000
- Amended in 2005, 2009 & 2011
- Agreement does not cover the State 2% lodging tax
- Utilizes the additional 2% lodging tax collected by City
- A portion of which is used for joint tourism marketing

JOINT TOURISM HISTORY

- \$20,000 contribution to Island County Joint Tourism (Whidbey Camano Island Tourism)
- In August 2023, City Council approved increase to \$50,000
- Agreement was never fully executed by all parties
- City continued to pay \$20,000 in 2024 & 2025, but budgeted & set aside \$50,000



JOINT TOURISM AGREEMENT 2026

- Pooled funds
- Additional 2% Lodging Tax only
- Breakdown:
 - 100% collected by Island County
 - 25% collected by Oak Harbor
 - 25% collected by Langley
 - 25% collected by Coupeville
- All funds contributed quarterly



2026 PROJECTION & ESTIMATE

Description	2025 Totals
Hotel / Motel Tax Additional Lodging (City collected)	\$172,992.02
Hotel / Motel Tax /Stadium (State collected)	\$172,992.02

- **2026 Projection**
 - factor 2.5%
increase/inflation
- **Estimated Revenue**
 - \$177,316.82
- **25% = \$44,329**
- **2025 to 2026 Difference**
 - \$24,329

JOINT TOURISM OVERSIGHT

■ Island County Board of County Commissioners

- Budget approval
- One commissioner is
on the Executive Board

■ Executive Board

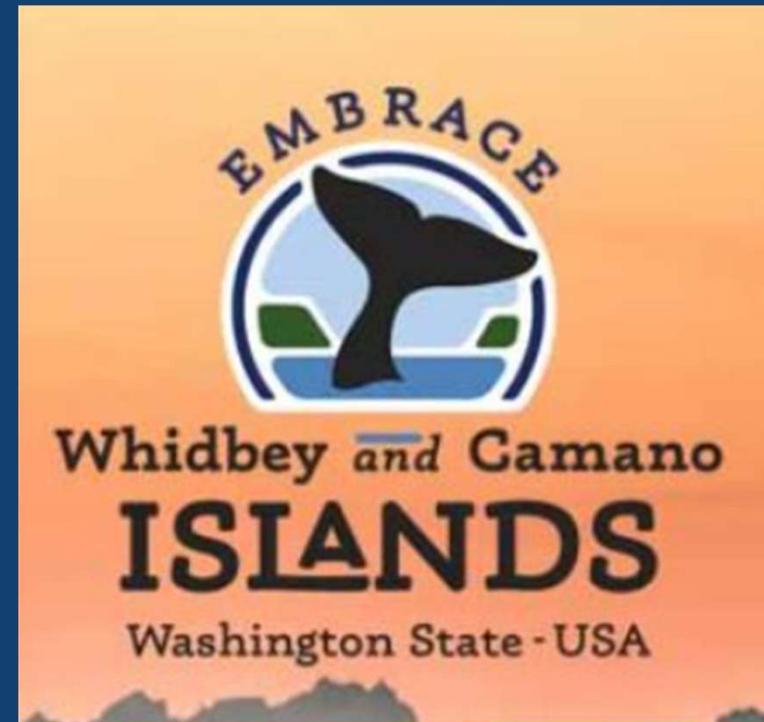
- Four members
- Budget & program
oversight

■ Joint Tourism Advisory Committee

- Nine members
- Discuss trends, advise,
offer feedback & share
information

USE OF POOLED FUNDS

- Island County Position
 - Program Manager
- Marketing Island County, Oak Harbor, Langley & Coupeville as a tourist destination to increase visitors & overnight stays



RECOMMENDED MOTION

Move to approve and authorize the Mayor to sign the Island County, Oak Harbor, Langley and Coupeville Lodging Tax Tourism Promotion Agreement.

Subject: Oak Harbor Creative Arts Foundation - Memorandum of Understanding
Submitted By: Hillary Evans, City Attorney
Julie Nester, City Clerk

RECOMMENDED ACTION

Motion to approve a Memorandum of Understanding with the Oak Harbor Creative Arts Foundation.

BACKGROUND / SUMMARY INFORMATION

The Oak Harbor Creative Arts Foundation (OHCAF) is seeking to establish a framework for cooperation in supporting the arts in Oak Harbor and in the development of a performing arts center and makers space. This Memorandum of Understanding (MOU) would also establish a process for obtaining Washington State's designation of a Creative Arts District. OHCAF President Cynthia Mason provided an overview of the MOU at the Council's January 27, 2026 workshop. The City of Oak Harbor Arts Commission recommended the MOU for approval.

LEGAL AUTHORITY

A draft of the MOU was sent to City Attorney Lisa Marshall of Kenyon Disend for review and comments. The final proposed version is attached to this agenda bill.

FISCAL IMPACT

N/A

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

Creative Arts Foundation Presentation to the Arts Commission December 11, 2025
City Council Workshop of January 27, 2026

ATTACHMENTS

1. Oak Harbor Creative Arts Foundation MOU final
2. Oak Harbor Creative Arts Foundation Presentation to the Art6s Commission

MEMORANDUM OF UNDERSTANDING

Between the City of Oak Harbor and the Oak Harbor Creative Arts Foundation

This Memorandum of Understanding (MOU) is entered into on _____, 2026, by and between the Oak Harbor Creative Arts Foundation ("OHCAF") and the City of Oak Harbor ("the City"), collectively referred to as the "Parties," to establish a framework for cooperation in supporting the arts in Oak Harbor and in the development of a performing arts center and makers space. This MOU will also establish a process for obtaining Washington State's designation of a Creative Arts District.

WHEREAS, the mission of the City and the Oak Harbor Arts Commission is to:

- Foster arts and cultural programs that enrich the City and its residents.
- Promote the development of a local arts community and support the success of individual artists.
- Coordinate and strengthen both new and existing arts organizations, while building partnerships with regional entities.
- Develop a public art program, including identifying funding sources.
- Further the vision of Oak Harbor as a vibrant and progressive community.

WHEREAS, OHCAF was established to create spaces and opportunities for creative learning and expression, with the goal of building a thriving arts district in Oak Harbor, where artistic spaces and year-round programs contribute to discovery, economic growth, and community well-being.

WHEREAS, the City is committed to fostering a vibrant community by supporting the arts which emphasizes the importance of the arts in enhancing quality of life, health, and well-being of the population, and in driving economic development.

WHEREAS, the Parties recognize that the arts play a key role in enhancing the community's economy by attracting visitors, creating local jobs, and fostering a robust local economy. The arts also contribute to public health by providing spaces for creative expression, reducing stress, improving mental health, and increasing social connectivity, all of which enhance the overall well-being of residents.

WHEREAS, the Parties share a common mission to serve the community by providing quality arts experiences that enhance health, well-being, and the overall vibrancy of Oak Harbor, while contributing to both the economic vitality and public health of the area.

NOW, THEREFORE, in consideration of the mutual goals and objectives set forth herein, the Parties agree as follows:

1. PURPOSE AND SCOPE

This MOU establishes the foundation for collaboration between the Parties in supporting arts initiatives and advancing the opening of a Makers Space and the construction of a Performing Arts & Events Center in Oak Harbor. This MOU serves as the framework for future agreements and projects

related to the sustainability and growth of the local arts community.

2. OBJECTIVES

The Parties will work together to achieve the following objectives:

- Support and promote the arts community in Oak Harbor.
- Develop and advocate for the creation of a Performing Arts & Event Center that will serve as both a cultural hub and an economic driver for the community.
- Foster partnerships with local, regional, and national arts organizations.
- Encourage public participation in arts and cultural activities to improve social cohesion, mental health, and community well-being.
- Explore funding opportunities for arts programs and facilities that will enhance economic opportunities, such as tourism, job creation, and local business growth.

3. RESPONSIBILITIES AND OBLIGATIONS OF THE PARTIES

- **City's Responsibilities.** The City will provide support for the arts as outlined by the City and its Parks & Recreation & Arts Commissions, assist in identifying potential locations for the Performing Arts Center, and engage in fundraising and community outreach efforts. The City will also highlight the economic and health benefits of arts-related initiatives in Oak Harbor, including creating jobs, attracting tourists, and improving residents' quality of life.
- **OHCAF:** OHCAF will lead the initiative in opening a Makers Space and Performing Arts & Events Center and spearhead the application process for the Creative Arts District designation. OHCAF will also lead efforts to demonstrate the arts' positive impacts on mental, emotional, and social well-being while advocating for the economic advantages of these arts programs. Both Parties will collaborate to ensure the successful execution of these initiatives.

4. AMENDMENT OR CANCELLATION OF THIS MOU

This MOU may be amended or canceled by mutual written consent of both Parties. Any amendments shall be incorporated into this MOU as necessary.

5. GENERAL PROVISIONS

- Both Parties will act in good faith and cooperate to achieve the shared goals outlined in this MOU.
- Any official agreements or contracts resulting from this MOU will be executed separately and in accordance with applicable laws.

6. INDEMNIFICATION

Each Party agrees to indemnify and hold harmless the other from any claims, damages, losses, and costs, including but not limited to attorney's fees, arising from negligence or willful misconduct related to this MOU. Both Parties waive immunity under Title 51 of the Revised Code of Washington for claims brought by their agents or employees against the other Party.

7. LIMITATION OF LIABILITY

Neither Party will be liable for any damages or losses arising from this MOU, except in cases of gross negligence or willful misconduct.

8. GOVERNING LAW

This MOU will be governed by the laws of the State of Washington. Any disputes arising from this MOU will be resolved in Island County, Washington.

9. ASSIGNMENT

Neither Party may assign or transfer its rights or obligations under this MOU without the prior written consent of the other Party, which shall not be unreasonably withheld.

10. ENTIRE UNDERSTANDING

This MOU constitutes the entire understanding between the Parties regarding the subject matter herein. Any future agreements between the Parties shall supersede any conflicting provisions of this MOU.

11. ADDITIONAL PROVISIONS

The Parties acknowledge and agree to the following:

- Both Parties will engage in periodic review meetings to assess progress and address any challenges.
- Future initiatives may include joint fundraising, grant applications, and other strategies to ensure the successful realization of the arts center and related programs.
- The Parties will collaborate on promoting the benefits of the arts, emphasizing the role of the arts in economic development, tourism, job creation, public health, and the overall well-being of Oak Harbor residents.

IN WITNESS WHEREOF, the Parties hereto have executed this MOU as of the date last signature hereon.

City of Oak Harbor:

By:

The Oak Harbor Creative Arts Foundation

 By: CYNTHIA MASON
 PRESIDENT



Oak Harbor Creative Arts Foundation



Board of Directors

Cynthia Mason PRESIDENT

Larry Mason VICE PRESIDENT

Lisa Sanchez SECRETARY

Cathy Rockwell TREASURER

Tiffany Scribner DIRECTOR

Lynn Goebel DIRECTOR

Anna Edwards DIRECTOR

Greg Goebel DIRECTOR

Margaret Croom DIRECTOR





Mission

Our mission is to create space and opportunities to learn and share, fostering growth in creative expression.



Vision

We see the future of the Oak Harbor area as a thriving holistic arts district. Creative people, artistic spaces and year-round opportunities, promote discovery, economic growth and the well-being of our community.





Value Proposition

Oak Harbor Creative Arts Foundation is building an environment that ensures access to the arts, while partnering and collaborating with our community.



Impact of the Arts

“...Arts activity creates thousands of direct and indirect jobs and generates billions in government and business revenues.

The arts also make our cities destinations for tourists, help attract and retain businesses, and play an important role in the economic revitalization of cities and the vibrancy of our neighborhoods.”

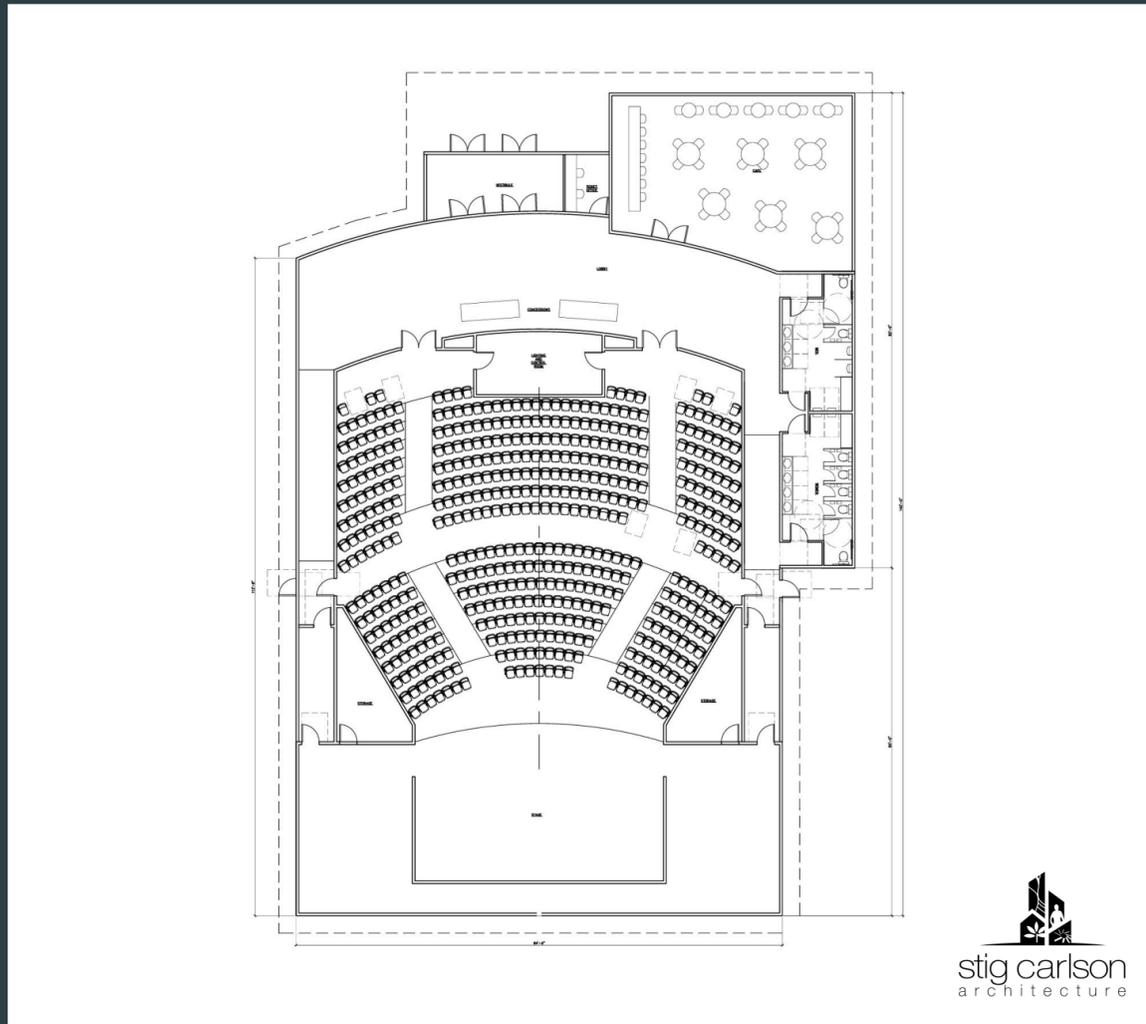
- Mary Hillary Schieve, Mayor, Reno, Nevada



Performing Arts Center Design Concept



Performing Arts Center Design Concept



Maker Space Design Concepts





Feasibility Study

Capital Campaign raised
\$35K for Phase 1





Align Missions for Greater Impact



The arts are not an accessory to a
strong community
— they are a driver of one.



The mission of the City of Oak Harbor and this Arts Commission is to:

1. Foster arts and cultural programs
2. To coordinate and strengthen new and existing arts organizations
3. To build meaningful partnerships with regional entities.



Our mission aligns with yours.

To create spaces and opportunities for creative learning and expression — and ultimately to build a thriving arts district in Oak Harbor, where artistic spaces and year-round programming fuel discovery, economic growth, and community well-being.



As the Arts Commission, you are focused on enhancing quality of life, supporting health and well-being, and driving local economic development.



Our partnership gives you the tools to do exactly that — with measurable outcomes, verifiable economic impact, job creation, and tangible improvements in community well-being.



Together we can achieve more
than any of us could
independently.

Let's make our visions a reality.



Subject: Professional Services Agreement: Falconer Services Pilot Program
Submitted By: Steve Schuller, Director
Julie Nester, City Clerk

RECOMMENDED ACTION

Motion to authorize the Mayor to execute a Professional Services Agreement with Sky Patrol Bird Services, LLC, a licensed falconer, for a pilot bird deterrence program from March through July 2026, not to exceed \$35,000, and direct staff to implement complementary in-house efforts focused on solid waste cleanliness, business coordination, and stormwater monitoring.

BACKGROUND / SUMMARY INFORMATION

Certain areas of the City experience recurring issues related to nuisance birds, including impacts on public spaces, nearby businesses, and environmental quality. These impacts can include accumulated waste, reduced cleanliness, and potential water quality concerns associated with stormwater runoff.

Falconry-based bird deterrence has been successfully used by other municipalities as a humane, non-lethal, and environmentally responsible method to discourage birds from congregating in sensitive areas. This approach relies on natural predator presence rather than exclusion or removal methods.

Proposed Pilot Program (2026 Test Year)

Staff propose a test year pilot program to evaluate the effectiveness, cost, and operational feasibility of contracted falconer services. The proposed scope includes:

Falconer Services:

- Licensed falconer services provided during peak seasonal months (March–July 2026).
- Regular scheduled visits and adaptive deployment based on observed bird activity.
- Humane, non-lethal bird deterrence using trained raptors.

City Staff Coordination and In-House Efforts:

- City staff will work directly with affected businesses to improve solid waste handling and garbage cleanliness, including best practices for waste storage, collection timing, and enclosure maintenance.
- The Falconer would also ask some private businesses whether they can have access to their roof. This can help especially in the early stages.
- Staff will conduct monitoring of stormwater impacts, including visual observations and data collection where appropriate, to assess whether improved conditions result in reduced pollutant loading.

Area of Focus:

The area of focus for this initial program would be the predominately commercial area between the Windjammer Park/Waterfront to the south and SW 8th Avenue/SE Barrington Drive to the north, and SW Erie to the west and Midway Boulevard to the east (about 130 acres).

This integrated approach is intended to address both the symptoms (bird congregation) and contributing factors (food sources, waste management, and runoff).

Evaluation and Reporting

As a pilot program, staff will track and evaluate outcomes, including:

- Changes in bird activity and congregation patterns
- Cleanliness of public spaces and adjacent properties
- Feedback from businesses, residents, and maintenance staff
- Observed stormwater and environmental conditions
- Overall cost effectiveness

Staff will provide a summary report to City Council following the conclusion of the pilot period with recommendations regarding continuation, modification, or discontinuation of the program.

LEGAL AUTHORITY

N/A

FISCAL IMPACT

Costs are \$640 per day (6 to 8 hours on-site). The initial recommendation is three days per week starting in March 2026, before the nesting season begins, and reduced to two days per week later in the spring. Services would end by late July. The initial agreement amount (not to exceed) is \$35,000.

Costs would be split evenly (33% each) between Solid Waste, Stormwater and Streets Funds.

Alternatives Considered:

No Action: Continue with existing maintenance and enforcement efforts, which have not fully addressed recurring issues.

Permanent Program Without Pilot: Not recommended without first evaluating effectiveness through a test year.

Conclusion

The proposed 2026 pilot falconer program, combined with proactive City staff involvement and stormwater monitoring, provides a balanced, humane, and data-driven approach to addressing nuisance bird impacts. A test year allows Council to assess results before considering long-term implementation.

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

Ongoing discussion from the dais, with local businesses, and from the community.

ATTACHMENTS

1. Council Action - Falconer Pilot Program - March to July 2026 - Presentation - Feb 2026
2. PSA for Consultant Services - Sky Patrol Bird Services LLC - Falconer Pilot Program - Feb 2026 signed by firm

Falconer Pilot Program

Recurring Issues
Nuisance Birds

Accumulated Waste
(*a.k.a. Guano,
Feces, or Droppings*)



Caitlin O'Neill and
Crash (Harris's Hawk) at
the City of Anacortes



COUNCIL

FEBRUARY
17

2026

FALCONER PILOT PROGRAM

Background

- Recurring issues related to nuisance birds
- Impacts to public spaces, nearby businesses, and environmental quality.
- Impacts can include accumulated waste, reduced cleanliness, and water quality concerns associated with stormwater runoff.



Human Health

material. However, their numbers can be reduced by blocking their access to indoor roosts and breeding places.

Therefore, after cleanup of droppings, the birds or bats in the area should be excluded. This can be accomplished by screening or plugging their entryways in enclosed areas, or if roosting in open areas, with the use of "spike" wire, netting, or other acceptable devices. Avoid any measures that might unnecessarily harm or kill birds or bats and contact EH&S.

Cleanup and Control Responsibilities

The department utilizing/controlling an area is responsible for all required cleanup and bird/bat control measures.

Maintenance staff who need to enter areas where a large amount of droppings are present are not required to perform cleanup or control unless their department utilizes the area. The department assigned the space is responsible for cleanup and control measures prior to maintenance personnel entering the area.

Getting Assistance

Departments and maintenance personnel not desiring to perform cleanup or control measures themselves may make arrangements with the University's cleanup and pest control contractors in Whitman County. Outside Whitman County, contact local contractors for pest control and/or cleanup. See the Safety Policies and Procedures Manual (SPPM) S70.20 for more

information

Individual departments are responsible for paying for all contractor inspections, pest control, and cleanup charges related to work conducted in their areas. Contact EH&S or Purchasing for the name and telephone number of the current contractors.

Environmental Health and Safety

Consulting Training Service



Bird & Bat Waste Hazards & Cleanup Procedures



Environmental Health & Safety

P.O. Box 641172
Pullman, WA 99164-1172
(509) 335-3041

Wenatchee509-663-8181
Tri-Cities509-372-7163
Vancouver360-546-9706
Spokane509-368-6699

<http://www.ehs.wsu.edu>



World Class. Face to Face.

FALCONER PILOT PROGRAM

Falconry-based bird deterrence successfully used by other municipalities:

- Humane
- Non-lethal
- Environmentally Responsible
- Discourage Birds in Sensitive Areas.

Natural predator presence rather than exclusion or removal

PILOT PROGRAM

- Licensed falconer - peak season (March–July 2026).
- Regular visits and adaptive deployment - observed activity.
- Trained raptors

- City staff - affected businesses, improve solid waste handling
- Falconer - some private businesses – roof access
- City staff - conduct monitoring of stormwater impacts

FISCAL IMPACT

- Approximately \$640 per day
- Two to three days per week during peak season
- Not to Exceed \$35,000
- Within Public Works Department Budget:
 - ✓ One third Solid Waste
 - ✓ One third Stormwater
 - ✓ One third Streets

Analogous to how Public Works currently addresses deer or other animal remains.



EVALUATION

Track outcomes:

- **Changes in bird activity**
- **Cleanliness of spaces**
- **Feedback**
- **Observed stormwater conditions**
- **Overall cost effectiveness**

**Summary report to City Council after 2026 Pilot
– Determine Next Step**

RECOMMENDATION

Authorize the Mayor to execute a Professional Services Agreement with Sky Patrol Bird Services, LLC, a licensed falconer, for a pilot bird deterrence program from March through July 2026, not to exceed \$35,000, and direct staff to implement complementary in-house efforts focused on solid waste cleanliness, business coordination, and stormwater monitoring.

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF OAK HARBOR, WASHINGTON
AND SKY PATROL BIRD SERVICES
FOR CONSULTANT SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into by and between the City of Oak Harbor, Washington, a Washington State municipal corporation (“City”), and Sky Patrol Bird Services, a Washington Limited Liability Company (“Consultant”)

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with consultant services regarding falconer bird services pilot program as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit “A”** and incorporated herein by this reference (“Scope of Services”). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant’s profession.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 MINOR CHANGES IN SCOPE. The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

III.2 WORK PRODUCT AND DOCUMENTS. The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 TERM. The term of this Agreement shall commence on February 23, 2026 and shall terminate at midnight on December 31, 2026. The parties may extend the term of this Agreement by written mutual agreement.

III.4 NONASSIGNABLE. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

III.5 EMPLOYMENT.

- a. The term “employee” or “employees” as used herein shall mean any officers, agents, or employees of the of the Consultant.
- b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.
- c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State

Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please indicate No or Yes below)*

 X No employees supplying work have ever been retired from a Washington State retirement system.

 Yes employees supplying work have been retired from a Washington State retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney’s fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event Consultant affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

III.6 INDEMNITY.

- a. **Indemnification/Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.
- b. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.
- c. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.
- d. **Public Records Requests.** In addition to Paragraph IV.3b., when the City provides the Consultant with notice of a public records request per Paragraph

IV.3b., Consultant agrees to save, hold harmless, indemnify and defend the City its officers, agents, employees and elected officials from and against all claims, lawsuits, fees, penalties and costs resulting from the consultants violation of the Public Records Act RCW 42.56, or consultant's failure to produce public records as required under the Public Records Act.

- e. The provisions of this section III.6 shall survive the expiration or termination of this Agreement.

III.7 INSURANCE.

- a. **Insurance Term.** The Consultant shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Consultant's work through the term of the Agreement and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein
- b. **No Limitation.** Consultant's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- c. **Minimum Scope of Insurance - Consultant shall obtain insurance of the types described below:**
 - (1) Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01.
 - (2) Commercial General Liability insurance shall be written at least as broad on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured Agreement. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
 - (3) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

- (4) Professional Liability insurance appropriate to the Consultant's profession.
- d. **Consultant shall maintain the following minimum insurance limits:**
- (1) Comprehensive General Liability. Insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.
 - (2) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury and property damage.
 - (3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington.
 - (4) Professional Liability/Consultant's Errors and Omissions Liability. \$1,000,000 per claim and \$1,000,000 as an annual aggregate.
- e. **Notice of Cancellation.** In the event that the Consultant receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Consultant shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.
- f. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.
- g. **Verification of Coverage.** In signing this Agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements including, but not necessarily limited to, the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.
- h. **Insurance shall be Primary - Other Insurance Provision.** The Consultant's insurance coverage shall be primary insurance with respect to the City. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance with respect to the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be in excess of the Consultant's insurance and shall not contribute with it.
- i. **Failure to Maintain Insurance.** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of Agreement, upon which the City may, after giving five (5) business days' notice to the Consultant

to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

- j. **City Full Availability of Consultant Limits.** If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.
- k. **Subconsultant's Insurance.** The Consultant shall cause each and every Subconsultant to provide insurance coverage that complies with all applicable requirements of the Consultant-provided insurance as set forth herein, except the Consultant shall have sole responsibility for determining the limits of coverage required to be obtained by Subconsultants. The Consultant shall ensure that the City is an additional insured on each and every Subconsultant's Commercial General liability insurance policy using an endorsement as least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 UNFAIR EMPLOYMENT PRACTICES. During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 LEGAL RELATIONS. The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The

Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified-and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Island County Superior Court.

III.11 **INDEPENDENT CONTRACTOR.**

- a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants and agrees that its status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.
- b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.
- c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.
- d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

III.12 **CONFLICTS OF INTEREST.** The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

III.13 **CITY CONFIDENCES.** The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

III.14 SUBCONSULTANTS.

- a. The Consultant shall be responsible for all work performed by subconsultants pursuant to the terms of this Agreement.
- b. The Consultant must verify that any subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subconsultant has proper license and bonding, if required by statute, must be included in the verification process. The Consultant will use the following subconsultants or as set forth in Exhibit ____:
 Cole Serad _____

- c. The Consultant may not substitute or add subconsultants without the written approval of the City.
- d. All subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

ARTICLE IV. OBLIGATIONS OF THE CITY

IV.1 PAYMENTS.

- a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed thirty-five thousand dollars (\$35,000.00) without the written agreement of the Consultant and the City. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.
- b. The Consultant shall submit a monthly invoice to the City for services performed in the previous calendar month in a format acceptable to the City. The Consultant shall maintain time and expense records and provide them to the City upon request.
- c. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 CITY APPROVAL. Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the

approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

IV.3 MAINTENANCE/INSPECTION OF RECORDS.

- a. The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

- b. **Public Records.** The parties agree that this Agreement and records related to the performance of the Agreement are with limited exception, public records subject to disclosure under the Public Records Act RCW 42.56. Further, in the event of a Public Records Request to the City, the City may provide the Consultant with a copy of the Records Request and the Consultant shall provide copies of any City records in Consultant's possession, necessary to fulfill that Public Records Request. If the Public Records Request is large the Consultant will provide the City with an estimate of reasonable time needed to fulfill the records request.

ARTICLE V. GENERAL

V.1 **NOTICES.** Notices to the City shall be sent to the following address:

CITY OF OAK HARBOR
ATTN: SANDRA PLACE
865 SE BARRINGTON DRIVE
OAK HARBOR, WA 98277

Notices to the Consultant shall be sent to the following address:

SKY PATROL BIRD SERVICES, LLC
ATTN: CAITLYN O'NEILL
22667 GUNDERSON ROAD
MOUNT VERNON, WA 98273

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

V.2 **TERMINATION.** The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section IV.1.

V.3 **DISPUTES.** The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 **EXTENT OF AGREEMENT/MODIFICATION.** This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

V.5 **SEVERABILITY.**

- a. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- b. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

V.6 **NONWAIVER.** A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

V.7 **FAIR MEANING.** The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

V.8 **GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

V.9 **VENUE.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Island County, Washington.

V.10 **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

V.11 **AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT.** The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

DATED this 17TH day of February, 2026.

CITY OF OAK HARBOR

SKY PATROL BIRD SERVICES, LLC

By _____
Ronnie Wright, Mayor

Signed by:

By _____
Caitlyn O'Neil, Managing Member

Attest:

Julie Nester, City Clerk

Approved as to form:

Hillary J. Evans, City Attorney

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Exhibit A Scope of Services

Sky Patrol Bird Services, LLC

2026 Pilot Program for City of Oak Harbor

Certain areas of the City experience recurring issues related to nuisance birds, including impacts to public spaces, nearby businesses, and environmental quality. These impacts can include accumulated waste, reduced cleanliness, and potential water quality concerns associated with stormwater runoff.

Falconry-based bird deterrence has been successfully used by other municipalities as a humane, non-lethal, and environmentally responsible method to discourage birds from congregating in sensitive areas. This approach relies on natural predator presence rather than exclusion or removal methods.

Proposed Pilot Program (2026 Test Year)

Services would be for a test year pilot program to evaluate the effectiveness, cost, and operational feasibility of contracted falconer services. The proposed scope includes:

Falconer Services:

- Licensed falconer services provided during peak seasonal months (March–July 2026).
- Regular scheduled visits and adaptive deployment based on observed bird activity.
- Humane, non-lethal bird deterrence using trained raptors.

City Staff Coordination and In-House Efforts:

- City staff will work directly with affected businesses to improve solid waste handling and garbage cleanliness, including best practices for waste storage, collection timing, and enclosure maintenance.
- The Falconer would also ask some private businesses whether they can have access to their roof. This can help especially in the early stages.
- Staff will conduct monitoring of stormwater impacts, including visual observations and data collection where appropriate, to assess whether improved conditions result in reduced pollutant loading.
- Area of Focus: The area of focus for this initial program would be the predominately commercial area between the Windjammer Park/Waterfront to the south and SW 8th Avenue/SE Barrington Drive to the north, and SW Erie to the west and Midway Boulevard to the east (about 130 acres).

This integrated approach is intended to address both the symptoms (bird congregation) and contributing factors (food sources, waste management, and runoff).

Evaluation and Reporting

As a pilot program, city staff will track and evaluate outcomes, including:

- Changes in bird activity and congregation patterns
- Cleanliness of public spaces and adjacent properties
- Feedback from businesses, residents, and maintenance staff
- Observed stormwater and environmental conditions
- Overall cost effectiveness

Sky Patrol Bird Services will provide feedback to city staff on ways to adjust priorities, areas of focus, scheduling, and other input.

Staff will provide a summary report to City Council following the conclusion of the pilot period with recommendations regarding continuation, modification, or discontinuation of the program.

Fiscal Impact

Costs are \$640 per day (6 to 8 hours on-site). Initial recommendation is three days per week starting in March 2026, before nesting season begins, and reduced to two days per week later in the spring. Services would end by late July 2026. Initial agreement amount (not to exceed) is \$35,000.

Conclusion

The proposed 2026 pilot falconer program, combined with proactive City staff involvement and stormwater monitoring, provides a balanced, humane, and data-driven approach to addressing nuisance bird impacts. A test year allows Council to assess results before considering long-term implementation.

Subject: Approval of Accounts Payable Vouchers – Chamber of Commerce
Submitted By: Ashley Ramos, Accounting Manager

RECOMMENDED ACTION

Approval of Accounts Payable Vouchers and Payroll Checks - See Voucher numbers listed in attachments and Check numbers listed on the agenda bill. Oak Harbor Municipal Code Chapter 3.72 establishes procedures for claims (Vouchers) payment. The determination that supports the signature coversheets is attached. Claim coversheets will be provided prior to the City Council meeting for appropriate signatures.

This voucher list is provided separately as it includes items for the Oak Harbor Chamber of Commerce.

BACKGROUND / SUMMARY INFORMATION

Accounts Payable

January 28, 2026
Check #202344 totaling \$9,208.33 (Voucher List 1e-COC)

LEGAL AUTHORITY

Oak Harbor Municipal Code Chapter 3.72

FISCAL IMPACT

N/A

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

N/A

ATTACHMENTS

1. Voucher List - 1e COC

Bank code : bank

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
202344	1/28/2026	0000345	GREATER OAK HBR CHAMBER OF COM	30571	VISITOR CENTER OPS GRANT 2026	9,208.33
Total :						9,208.33
1 Vouchers for bank code : bank						Bank total : 9,208.33
1 Vouchers in this report						Total vouchers : 9,208.33

Subject: Salary Commission Report and Order for February 2026
Submitted By: Emma House, Human Resources Director

RECOMMENDED ACTION

No action is needed. The Salary Commission Report and Order for February 2026 is for informational purposes only.

BACKGROUND / SUMMARY INFORMATION

The Salary Commission will meet at least one (1) time annually per calendar year to review the Mayor and Councilmember salary and benefits.

The determination of appropriate compensation levels for Councilmembers and the Mayor rests with the Salary Commission of the City of Oak Harbor by virtue of Ordinance No. 1429 passed on June 30, 2005, subsequently amended by Ordinance No. 1806 passed July 5, 2017, and codified in the Oak Harbor Municipal Code Chapter 2.02. Under OHMC 2.02.005, the Salary Commission is to consider and establish appropriate compensation for members of the Council and other elected City officials.

Pursuant to the obligations imposed in OHMC Chapter 2.02, the Salary Commission met in regular meetings on January 13, 2026, and on January 27, 2026. In addition, the Commission solicited input from various parties concerning the issues involved.

LEGAL AUTHORITY

Oak Harbor Municipal Code 2.02.005

FISCAL IMPACT

Effective February 1, 2026, the Mayor should receive an increase from \$11,250.00 to \$11,531.25 per month to align with full-time mayoral compensation found in comparable cities.

Effective February 1, 2026, the Councilmembers should receive an increase from \$1,200.00 to \$1,230.00 per month to align with elected official compensation found in comparable cities.

Compensation shall be so determined and incorporated into the City budget without further action of the City Council or the Commission (OHMC 2.02.040).

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

N/A

ATTACHMENTS

1. Report and Order for February 2026 Salary Commission



Salary Recommendation for Mayor and Councilmembers

REPORT AND ORDER

DATE: January 27, 2026

Preamble

The determination of appropriate compensation levels for Councilmembers and the Mayor rests with the Salary Commission of the City of Oak Harbor by virtue of Ordinance No. 1429 passed on June 30, 2005, subsequently amended by Ordinance No. 1806 passed July 5, 2017, and codified in the Oak Harbor Municipal Code Chapter 2.02. Under OHMC 2.02.005, the Salary Commission is to consider and establish appropriate compensation for members of the Council and other elected City officials.

Pursuant to the obligations imposed in OHMC Chapter 2.02, the Salary Commission met in regular meetings on January 13, 2026, and on January 27, 2026. In addition, the Commission solicited input from various parties concerning the issues involved.

Findings of Fact

1. The Commission considered a variety of factors as relevant to setting salaries, including the need to attract candidates for office from a variety of occupations, the fact that elected officials' primary motivation is public service, comparisons to similarly situated cities and the cost-of-living changes that have occurred since the last salary adjustments. Specific information considered by the Commission included:
 - a. Association of Washington Cities (AWC) 2023 Salary Data – Cities and Towns.
 - b. Comparable cities salary and healthcare benefit data for 2025 within the population range of 15,000 to 779,200 which follow the Mayor-Council form of government included: Anacortes, Auburn, Bremerton, Edgewood, Everett, Federal Way, Issaquah, Lake Stevens, Lynnwood, Marysville, Port Orchard, Poulsbo, Redmond, Renton, Seattle, Tukwila, and Wenatchee.
 - c. City bargaining unit and non-represented cost-of-living adjustments.
2. The Mayor currently receives a salary of \$11,250 per month plus health insurance benefits provided at the same levels and premium payments provided to non-represented regular part-time employees, except for the high-deductible health plan (HDHP) as passed on December 3, 2013, through Resolution No. 13-36, and as passed on November 3, 2021, through Resolution No. 21-29.
3. Councilmembers currently receive a salary of \$1,200 per month plus health insurance benefits provided at the same levels and premium payments provided to non-represented regular part-time employees, except for the high-deductible health plan (HDHP) as passed on



December 3, 2013, through Resolution No. 13-36, and as passed on November 3, 2021, through Resolution No. 21-29.

4. The Commission inquired as to whether retroactive pay was possible, and was advised by the City Attorney that retroactive pay is not allowed under the Washington State Constitution.
5. Effective February 1, 2026, the Mayor should receive an increase to \$11,531.25 per month to align with full-time mayoral compensation found in comparable cities.
 - a. Compensation adjustments for the salary per month starting in 2020 are as follows, with the mid-year increase in 2024 representing a change from a part-time Mayor to a full-time Mayor:

1/1/2020	11/18/2021	5/1/2023	1/1/2024	7/3/2024	2/1/2026
2.25%	2%	2%	3%	117%	2.5%
\$4,822.00	\$4,918.00	\$5,016.00	\$5,166.00	\$11,250.00	\$11,531.25

6. Effective February 1, 2026, the Councilmembers should receive an increase to \$1,230.00 per month to align with elected official compensation found in comparable cities.
 - a. Compensation adjustments for the salary per month starting in 2020 are as follows:

1/1/2020	11/18/2021	5/1/2023	1/1/2024	9/25/2024	2/1/2026
2.25%	2%	2%	3%	40.038%	2.5%
\$723.00	\$737.00	\$752	\$775	\$1,200	\$1,230

7. Compensation shall be so determined and incorporated into the City budget without further action of the City Council or the commission (OHMC 2.02.040).
8. The Salary Commission will meet at least one (1) time annually per calendar year to review the Mayor and Councilmember salary and benefits. The commission meeting will be scheduled to occur before October or no later than December 31st of each calendar year.
9. In the case the City form of government changes from Mayor-Council or the employment type of the Mayor position is adjusted from part-time to full-time, the Salary Commission will reconvene to meet immediately within thirty (30) days to readdress the salary and benefits.



Now, therefore, it is hereby ordered and directed that the City of Oak Harbor provide compensation for its elected officials as follows:

Section One. Mayoral Salary. The salary of the Mayor of Oak Harbor shall be \$11,531.25 per month equivalent to \$138,375.00 annually, together with benefits as follows: health insurance benefits for medical, dental and vision insurance provided at the same levels and premium payments provided to non-represented regular part-time City employees, except for the high deductible health plan (HDHP) as passed through Resolution No. 13-36 and Resolution No. 21-29.

Section Two. Councilmember Salary. The salary of the Councilmembers of Oak Harbor shall be \$1,230.000 per month equivalent to \$14,760.00 annually, together with benefits as follows: health insurance benefits for medical, dental and vision insurance provided at the same levels and premium payments provided to non-represented regular part-time City employees, except for the HDHP as passed through Resolution No. 12-36 and Resolution. 21-29.

Section Three. Adjustments. Prior to December 31st of each year, the Salary Commission shall meet to determine whether the Mayor and Councilmember salaries will be adjusted using the bargaining unit and non-represented cost-of-living adjustment as a guiding principle.

The Commission further requests that a copy of this report and copies of the minutes from the Commission meetings also be filed with the City Clerk.

Passed by motion this 27th day of January, 2026.

Signed by:
Stephanie Smith 2/4/2026
BF4D08AZEPD443E...
Stephanie Smith, Chairperson Date

Absent
Tiffany Scribner, Vice Chairperson Date

DocuSigned by:
Jason McFadyen 2/4/2026
9F9FDC81A5F4EU...
Jason McFadyen, Commissioner Date

DocuSigned by:
Mary Elizabeth Himes 2/10/2026
4B4F8A471D5A43B...
Mary Elizabeth Himes, Commissioner Date

Attest:
Signed by:
Julie Nester 2/11/2026
A7C0TA38834A44C...
Julie Nester, City Clerk Date