



**Notice of a Workshop Meeting**

Council Chambers, 865 SE Barrington Drive

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NOTICE IS HEREBY GIVEN that the Oak Harbor City Council will hold a Workshop Meeting on February 24, 2026 at 1:00 p.m. to discuss the following agenda items. This meeting will be held in the Council Chambers, 865 SE Barrington Drive.

DATED this 19th day of February 2026

Julie Nester, City Clerk

The City Council may meet informally in workshop sessions (open to the public) to do concentrated strategic planning, to review forthcoming programs of the City, receive progress reports on current programs or projects, or receive other similar information from the City Administrator, provided that all discussions and conclusions thereon shall be informal. Council may elect to make disposition of any item at a workshop meeting when noticed for action. Public comment is not normally allowed at workshop meetings, although Council may allow, or request participation.

**\*\* Please note: Action may or may not be taken\*\***

**WORKSHOP MEETING**

**FEBRUARY 24, 2026 CITY COUNCIL AGENDA AT 1:00 PM**

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**MAYOR**

**CITY COUNCIL**

**CITY ADMINISTRATOR**

- a. Monthly Departmental Report

**DEVELOPMENT SERVICES**

- a. 2025 Comprehensive Plan Update: Element Updates and the EIS Process

**PUBLIC WORKS**

- a. Pedestrian Safety and Crosswalk Update

Meetings may be recorded and published to [www.youtube.com/c/CityofOakHarbor](http://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:** Monthly Departmental Report  
**Submitted By:** Macalle Finkle, Executive Services Coordinator

**SUMMARY INFORMATION**

The City of Oak Harbor is committed to creating a vibrant and sustainable community by delivering quality services, enhancing the quality of life, and fostering economic opportunities. The attached report details metrics from city departments that reflect the work of our staff in support of our mission.

**FISCAL IMPACT**

N/A

**PREVIOUS COUNCIL / BOARD / CITIZEN INPUT**

N/A

**ATTACHMENTS**

1. Monthly Report Memo
2. Monthly Department Metrics December 2025, January & February 2026



## MEMORANDUM

**TO:** City Council  
**FROM:** City Administrator Sabrina Combs  
**DATE:** February 19, 2026  
**SUBJECT:** Monthly Department Reports & Metrics

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### MAYOR/EXECUTIVE

#### *Leadership, Teamwork, and Partnerships*

- Attended meetings and events in support of our community partners:
  - Oak Harbor Chamber of Commerce
  - Monthly meetings of the Island Regional Transportation Planning Organization (IRTPO) and Island Local Integrating Organization (ILIO).
  - Met with staff from Governor Ferguson’s office to discuss Oak Harbor projects and priorities.
- City Administrator continues to participate in the Oak Harbor School District (OHSD) Superintendent’s Community Advisory Roundtable, which meets quarterly. Mayor Pro Team Hizon and Police Chief Slowik were also in attendance at the February meeting. The group discussed school safety programs and the strategic plan.
- Staff from the City and OHSD met to collaborate on a citizen proposal related to the relocation of bus transportation center.
- The Wright Blend in January featured Deputy City Administrator David Goldman talking about the City’s upcoming budget process. Staff also answered questions relating to commissions and recreation. The next Wright Blend Coffee and Conversation will take place on February 27 at 10 am at Regency on Whidbey.
- A 10<sup>th</sup> Legislative District Town Hall will take place on Saturday, February 21, at 11 am at The Center in Oak Harbor. Representative Dave Paul and Senator Ron Muzzall will answer community questions and provide updates from the legislative session. If you'd like to submit your question early, visit <https://www.surveymonkey.com/r/63DPRJM>.
- Mayor Wright, City Administrator Combs, and Grants Administrator Horn attended the Association of Washington Cities (AWC) City Action Days in Olympia. Sessions included updates on legislative priorities affecting municipalities, insider panels, and news on the latest hot topics. Staff also met with District 10 legislators regarding Oak Harbor legislative priorities.

- Mayor Wright was appointed to the AWC Nominating Committee, whose purpose is to compile a list of officer and director candidates for the AWC Board of Directors.
- City Administrator Combs will participate in the AWC Center for Quality Communities (CQC) Scholarship Selection Committee. The CQC scholarship supports high school seniors who are active in leadership in their city government, community, or school and plan to pursue higher education. The CQC will award up to four \$3,000 scholarships in 2026, and recipients will also receive a travel stipend to attend AWC's Annual Conference.

### *Advisory Boards*

- Vacancies:
  - Arts Commission (one position)
  - Historic Preservation Commission (three positions and student rep)
  - LEOFF (Law Enforcement Officer/Firefighter) Disability Board (one citizen position)
  - Lodging Tax Advisory Committee (one collector position and two receiver positions)
  - Parks and Recreation Advisory Commission (one position)
  - Planning Commission (one position and student rep)
  - Police Community Advisory Board (three positions and student rep)
  - Salary Commission (one position)
- Upcoming Meetings:
  - March 4 at 4:15 pm – Police Community Advisory Board
  - March 9 at 10 am – Parks and Recreation Advisory Commission
  - March 9 at 3 pm – Marina Advisory Commission
  - March 10 at 6 pm – Planning Commission
  - March 12 at 5 pm – Arts Commission
  - March 19 at 1 pm – Civil Service Commission
  - March 26 at 4 pm – Historic Preservation Commission
- Mayor is planning to attend the upcoming advisory board and commission meetings in March and April.

### *Information Technology (IT)*

- Kelley Create Support Overview: January 2026: 121 tickets opened, 107 tickets closed, and 107 service hours. December 2025: 115 tickets opened, 109 tickets closed, and 115 service hours. for November 2025: 123 tickets opened, 133 tickets closed, and 115 service hours.
- The State and Local Cybersecurity Grant Program (SLCGP) agreements are being drafted for two City projects, totaling \$105,400. The funding will be used to obtain advanced cloud security services, device access controls, and staff training.

**COMMUNITY DEVELOPMENT**

- Community Development Director and Associate Planner positions are filled.
- Conducted interviews on February 9 for Code Compliance Officer position.
- Developing a strategy to fill the Administrative Assistant position.

*Building*

- Coordinating with other divisions, departments, and legal counsel on code updates to Titles 1, 6, and 17 (Code Enforcement, Building, and Flood).
- Continual permit review process improvements with LAMA and partner departments (including evaluation of Tyler ERP as an alternative).
- Triage of current code compliance requests.
- Seeing a seasonal increase in building permit submittals.

*Long Range Planning*

- Developing scope for the Comprehensive Plan Environmental Impact Statement (EIS) with the City's consultant and Public Works team.
- Feb 10 Planning Commission meeting to continue work on updating Comp Plan Element goals and policies.
- Continued coordination with Island County to publicly notice and prepare for the proposed Interlocal Agreement (ILA) to support an annexation.
- Coordination with Public Works to develop recommendations on Waterfront Downtown redevelopment next steps.

*Current Planning*

- Pre-applications meeting requests for new commercial development and homes: office spaces, affordable multifamily housing, and manufactured homes.
- Continued progress on private and public infrastructure improvements in the City to support single- and multi-family development.
- Public and capital facilities: New school and fire station under construction. Windmill project awaiting response from consultant (Rotary/P&L General Contractors).

**FINANCE**

- This past December, the City was awarded a Washington State Auditor's Stewardship Award (SASA). This award is presented to government entities that demonstrate excellence in financial management, maintain clean audit results, and exhibit strong internal controls. It also recognizes a proactive commitment to improving operational practices and working cooperatively with auditors to safeguard public funds.

- Staff updated the [Business & Occupation \(B&O\) Tax website](#), which contains links to the tax guide, infographic, related code provisions, and forms. Three helpful videos are also included to facilitate understanding of the Tax: a 16-minute video with detailed instructions, a 2-minute AI-produced video providing a high-level overview, and an entertaining music video that stresses the importance of the tax and explains that almost 99% of businesses will be exempt from paying it. Additionally, staff visited affected businesses to explain the new tax and hand-deliver related materials. Revenue and Performance Analyst Brian Rockford is the contact for B&O Tax questions and information.
- The team continues to work on the technical and backend setups for the implementation of the Enterprise Resource Program (ERP) Phase 1-Financials. The chart of accounts has been updated and processes have been refined. The go-live date is May 4, 2026.
- Investment activity continues at the same pace as seen at the end of 2025. The City earned almost \$3.9 million in investment interest in 2025 (excluding interest on Fire Bond proceeds), which is slightly higher than in 2024.

## **FIRE**

- In late January, after more than two years in production, both the new Quint Ladder Truck and Fire Engine arrived in Washington from Florida. The apparatuses then underwent additional outfitting, decals, and final finishing touches. Chief Anderson and department staff traveled to Yakima and Tacoma on February 18-19 for additional inspections.
- Construction on Fire Station 82# continued with installation of the roof and exterior finishes, including siding, roofing, windows, and front entry door. Curbs and sidewalks are in place, the backup generator has been installed, and interior drywall has been taped and mudded. Electric service connection is in progress.

## **HUMAN RESOURCES**

- Oak Harbor is one of 127 AWC Trust members to earn the 2026 WellCity distinction and receive a 2% premium discount on medical premiums in 2027. Special thanks to the staff who volunteer their time to serve on the City's Wellness Committee! The rewards of a healthy workplace can be felt across the organization and have a positive impact on the community as well.

## **POLICE**

- The department received 38 applications for its Administrative Services Manager position. Testing and interviews will be held over the coming weeks, with an expected start day in early May.
- A sergeant promotion process was conducted, and the list is being certified by the Civil Service Commission this month.

- Renovations are taking place at the recently purchased Regional Training Facility. Several furniture pieces (conference tables, chairs, and shelving) left by the previous owner were repurposed at City facilities.
- Team members from Police and Public Works supported the Pacific Northwest Naval Air Museum’s relocation of the PBY Catalina Aircraft (by land and air) from downtown to its new location off Ault Field Road. The three-day event required road closures and modifications to streetlights and electrical lines. Police staff volunteered 96 hours.

## **PUBLIC WORKS**

- The department’s top priorities for 2026 are:
  1. Water System Plan Update (2026-2027) - Last completed in 2014 for the Department of Health.
  2. Sewer Comprehensive Plan Update (2026-2027) - Last completed in 2008 for the Department of Ecology.
  3. Stormwater Comprehensive Plan Update (2026-2027) - Last completed in 2020 for the Department of Ecology. Some projects are recommended for cancellation.
  4. Transportation Comprehensive Plan Update (2026-2027) - Last completed in 2016 as part of the State’s Growth Management Act.
  5. Waterfront District Master Plan (2026-2027) - Vision to Action Plan adopted unanimously by Council in 2025.
  6. Inflow and Infiltration (I&I) Sanitary Sewer Correction Program (Construct 2026/2027) - U.S. Rep. Rick Larsen, one of only six infrastructure awards in the 2nd congressional district.
  7. SE 4th Avenue & Glencoe Street Water Main Replacement and Pavement Overlay (Construct 2026) - Transportation Benefit District (TBD) and Water Funds
  8. Midway Boulevard Improvements – Design and Permitting (2026-2027) - Island Regional Transportation Planning Organization – Federal Grant
  9. Water System Supervisory, Control, and Data Acquisition (SCADA) Upgrades (Install 2025-2026) - Existing software system was released in 2009 and is nearly obsolete. Will connect ten key water facilities.
  10. Implement Staffing Improvements - A Milestone Worth Celebrating. Thank You! About two-thirds of the department’s staff have recently joined the City or stepped into new leadership roles.

# Monthly Department Report

## February 24, 2026

### City Attorney Services

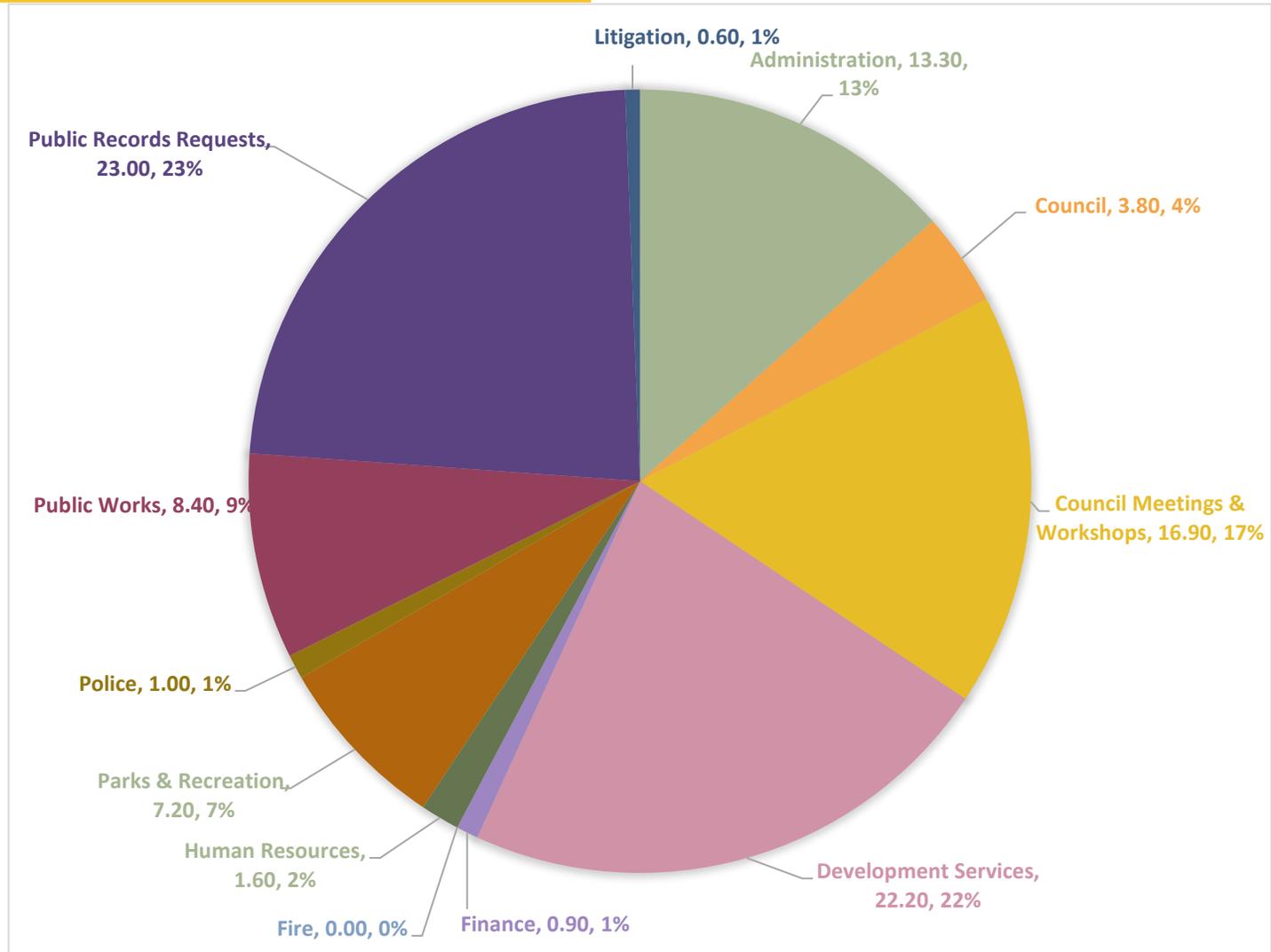
Reporting Period January 1-31, 2026

**City Attorney General Advice, Public Records Requests & Litigation**

(hours, percentages)

Hours = 65.6

Fees & Expenses =  
 \$24,074.91



# Monthly Department Report January 2025

## City Attorney Services

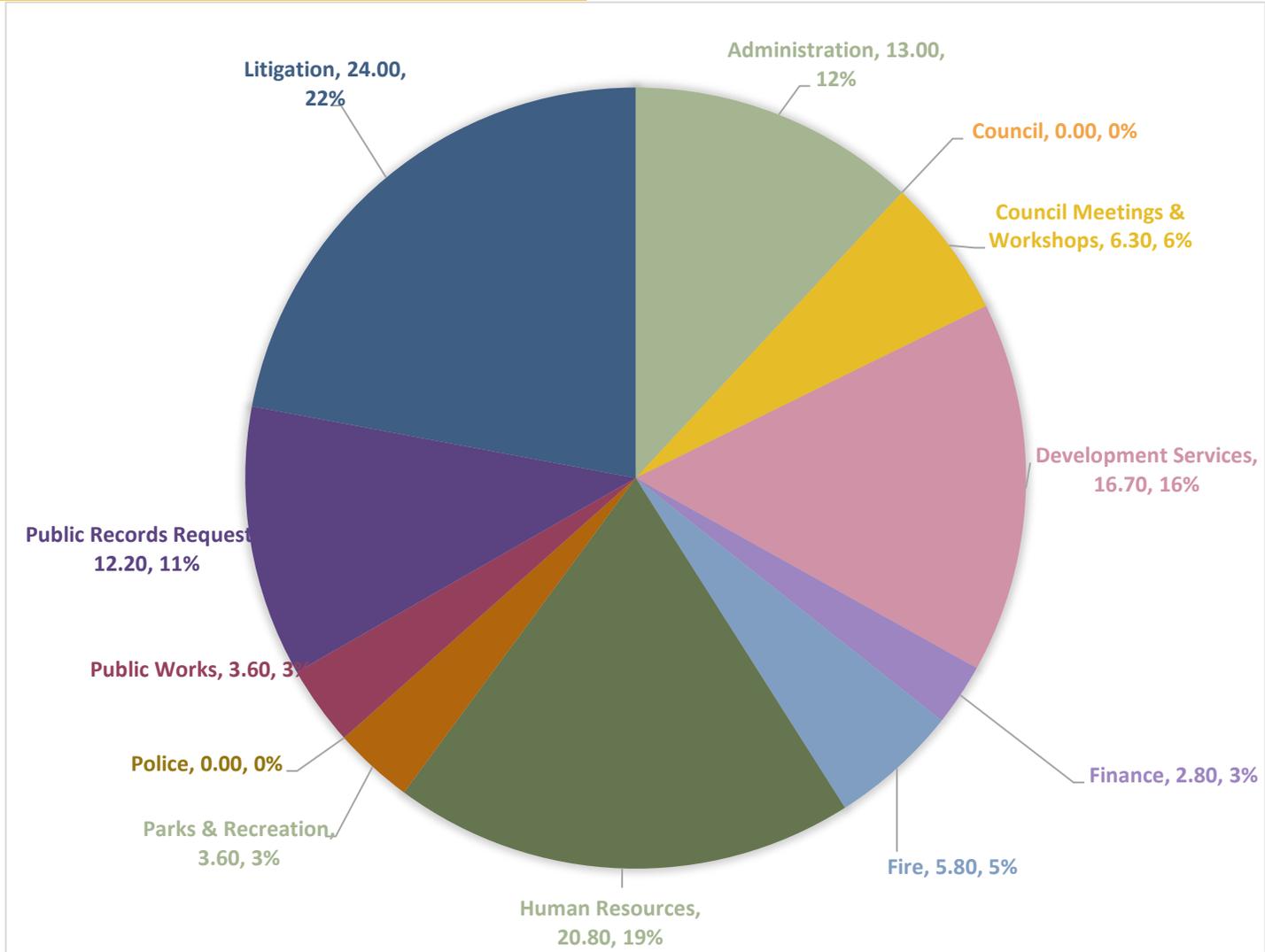
Reporting Period December 1-31, 2025

### City Attorney General Advice, Public Records Requests & Litigation

(hours, percentages)

Hours = 108.8

Fees & Expenses =  
\$30,732.92



## 1. Introduction

This report provides an overview of the communication activities and outcomes for the City of Oak Harbor. This report focuses on the outreach, special projects, continuous community and stakeholder engagements.

## 2. Media Relations

- **Press Releases Issued:**

11/20 – SPIN Café Assault  
11/21 – WSF Offering more Sailings  
11/24 – Development Services Renamed Community Development Department  
11/25 – TIB Grant Barrington  
12/1 – School District Board of the Yeat  
12/1 – Island County Tax Increase  
12/3 - Community Development Director Position Filled  
12/10 – EOC Activation Level 3  
12/12 – NASWI SAR Flood Rescues  
12/15 – City Receives Stewardship Award  
12/15 – Woessner  
12/29 – Oak Harbor Waterfront  
1/2/26 – SMART Press Release re: Shooting  
1/6/26 – Peterson  
1/20/26 – Blue and Green Day  
1/27/26 – Anacortes Construction

## 3. Digital Communications

- **Social Media:**

Flood Watch – Skagit County

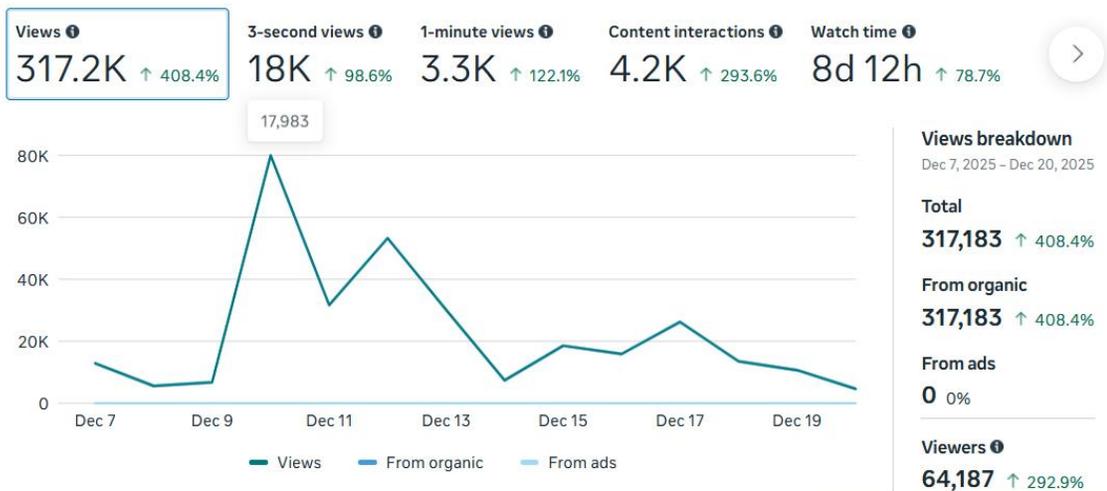
I would like to emphasize this report on the floods in December and how they affected our community even though they occurred in a different county.

During the two-week flood watch period, the City’s communication efforts saw an exceptional level of public engagement, demonstrating that residents relied heavily on our updates as their primary and most trusted source of information. Across all social media platforms, our content generated more than 300,000 views and over 4,000 interactions, including reactions, comments, shares, saves, and replies. Notably, these

views came almost evenly from both followers (2,098) and non-followers (2,141), showing that our messaging was being widely shared beyond our immediate audience and reaching community members who do not typically follow our channels. This extended reach underscores the effectiveness of our communication strategy and the community’s need for consistent, localized information during the event.

Throughout the activation, communications focused on delivering timely, accurate, and relevant updates tailored to the unique needs of our island community. Many residents work off island, and conflicting information from outside agencies created confusion. By maintaining consistent messaging and clarifying discrepancies, we ensured residents received guidance that reflected local conditions and safety considerations. A mix of media formats—such as posts, stories, reels, and other visual content—kept information engaging and accessible while reinforcing key safety messages. Communications also highlighted opportunities for residents to support off-island communities affected by the flooding, strengthening regional awareness and solidarity.

Chief Anderson’s activation of the Emergency Operations Center at Level 3 provided valuable operational experience, particularly for staff who had not previously participated in an activation. Communications played a central role in supporting the EOC by coordinating messaging across departments, reinforcing unified guidance, and helping manage public expectations. This activation served as an important exercise in emergency readiness and demonstrated the critical role that clear, coordinated communication plays in maintaining community safety and confidence during evolving situations.



**Top content by views**

Boost content See all content

**EMERGENCY INFORMATION**  
Oak Harbor  
SKAGIT RIVER FLOODING COULD AFFECT OAK HARBOR'S WATER SUPPLY

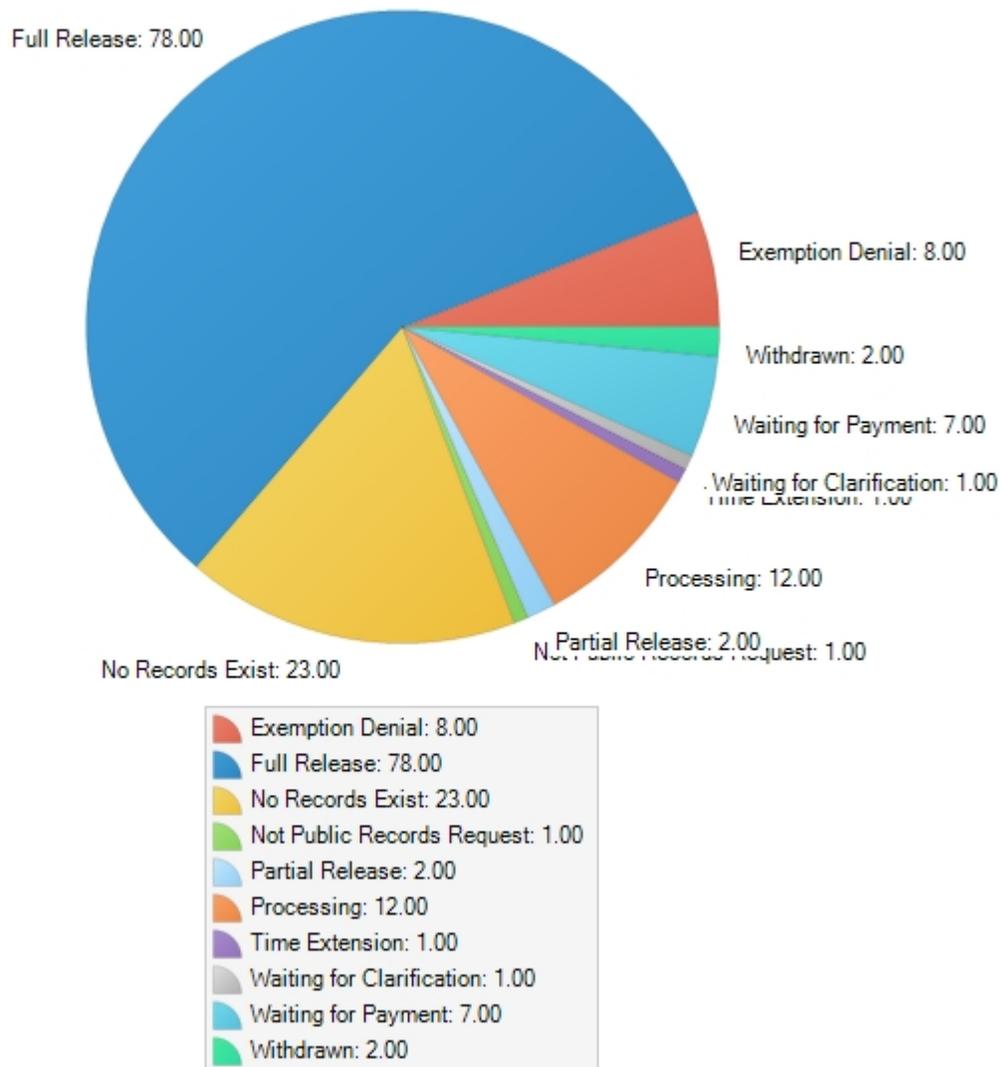
**FLOOD WARNING** The Skagit River flooding...

**WEATHER UPDATE** FROM Puget Sound...

**FOR IMMEDIATE RELEASE** City of Oa...

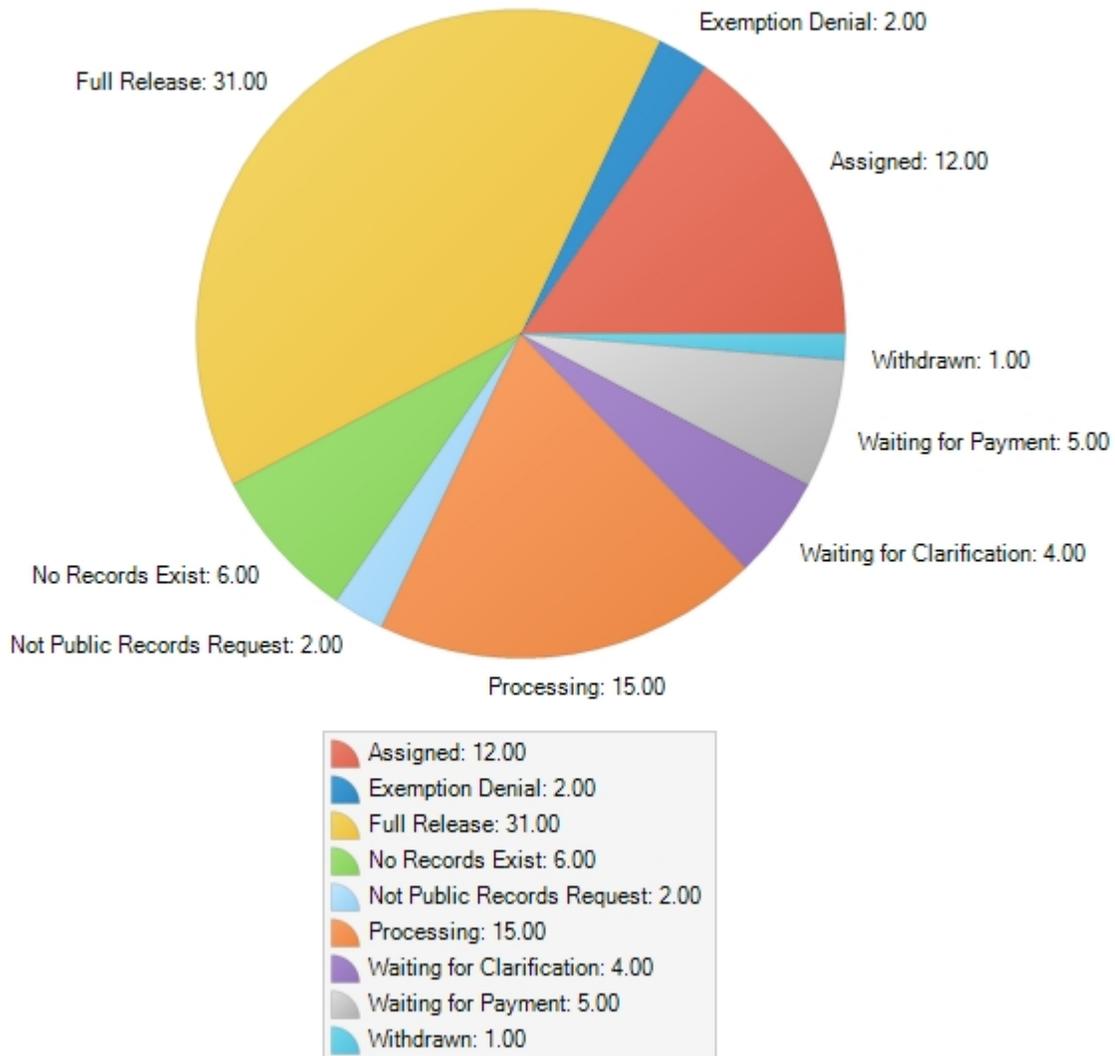
# Mayor's Report for City of Oak Harbor with Police Department) Public Records December 2025

Run Date: 01/22/2026 9:38 AM



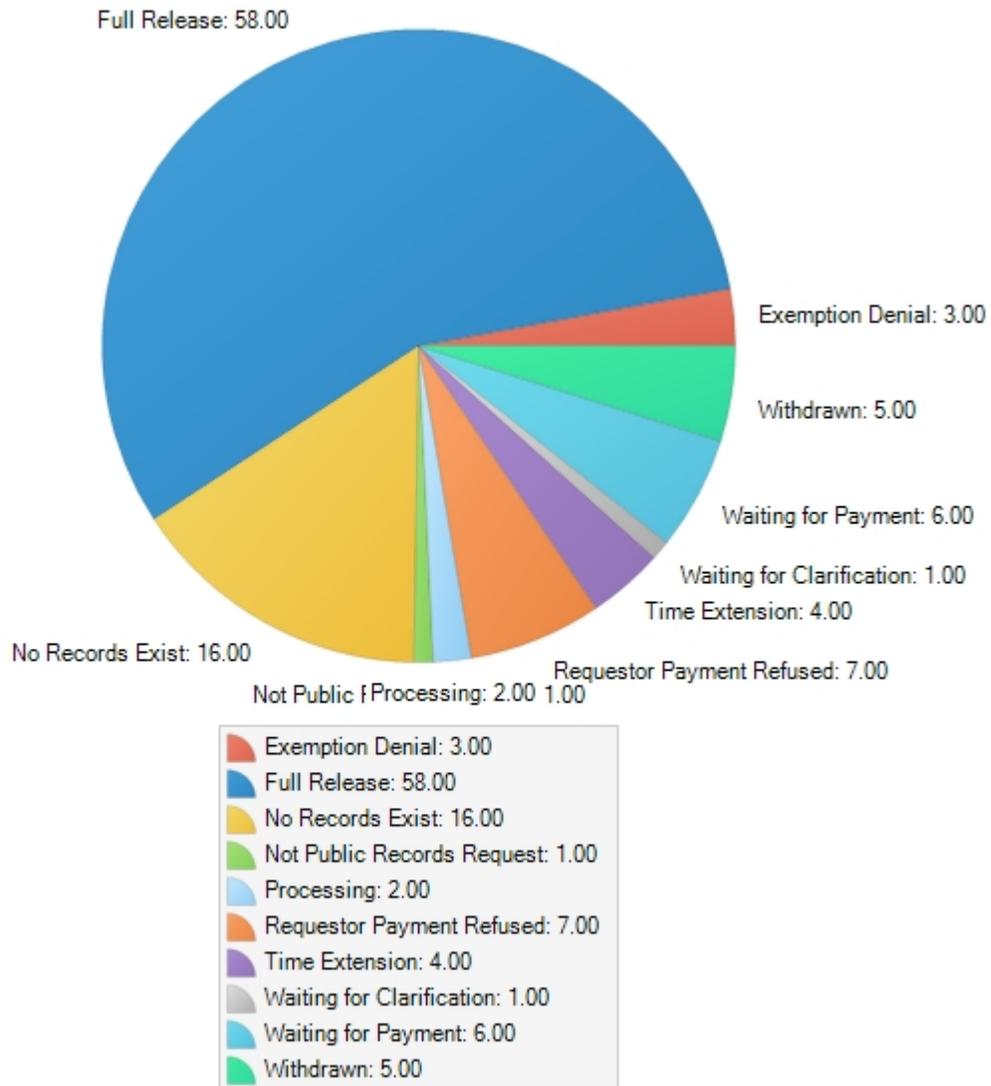
# Mayor's Report for City of Oak Harbor with Police Department) Public Records January 1-January 21 20

Run Date: 01/22/2026 9:37 AM



# Mayor's Report for City of Oak Harbor with Police Department) Public Records November 2025

Run Date: 01/22/2026 1:59 PM



## **Public Records Report Key**

- **Assigned** – The request has been received, assigned to the PRO.
- **Exemption Denial** – This is when there is a full exemption for the records being requested. One example is an open investigation. All records are categorically exempt until they are released to the prosecutor.
- **Full Release** – All requested records have been released to the requester, and the request is now closed.
- **No Records Exist** – Departments search for records which results in no records found. Request is closed stating that no records exist.
- **Not a Public Records Request** – While there are many reasons for this, the main reason is a request for information. Meaning, the request could be comprised of questions that can be answered with a conversation. Another reason would be the data requested may not be an identifiable record although clarification is often asked to try to identify the requester's needs.
- **Partial Release** – Some of the requested records have been released but there are records that still need to be released to the requester. Most often this when the “paper/electronic” records have been released and the Body Worn Camera (BWC) footage has not been processed yet.
- **Processing** – These are requests that are actively being worked on.
- **Requester Payment Refused** – The requester was sent an invoice and the invoice was not paid within the 30 days given to make the payment for the processing of the request.
- **Time Extension** – These requests are for BWC footage. Currently there is a 4-6 month backlog due to staffing transitions and training.
- **Waiting for Clarification** – This is when a request requires more details from the requester to identify what they are requesting. They have 30 days to respond from the date of the clarification request. This identifier will also be used if the requester has been sent a Commercial Declaration.
- **Waiting for Payment** – An invoice has been sent to the requester for payment of the records for the request or installment. The requester has 30 days from the invoice date to pay their invoice or the request is considered abandoned and closed.
- **Withdrawn** – This is when a requester has asked to withdraw their request or when a requester has submitted a duplicate request. If the case is a duplicate request, communication with the requester happens regarding both requests and which one is the preference to stay open.



## Community Development Department: Development Status Update

Updated as of: 2/3/2026

Project Information							Review Status	
Project Phase	Type	Project Name	Petitioner	Project Location	Project Description	Permits/Project number	Waiting Response from:	Comments
Land Use Review	Residential	241 SE Ely St	NW Centerville Prop	241 SE Ely St	Development of Multi-use units	2602-0008 Pre-Application	Meeting scheduled with staff and applicants.	Application received 2-2-26, waiting on Technically Complete. Last update 2-3-26.
Land Use Review	Residential	Town & Country Expansion	Miles McEathron	820 N Oak Harbor St., R13335-316-1140	Adding additional homes to the mobile home park.	2601-0007 Pre-Application	Meeting scheduled with staff and applicants.	Application received 1-30-26. Waiting on Technically Complete. Last update 2-3-26.
Land Use Review	Residential	Preston Heights Final Plat	Crowfoot Properties, Colin Smith	760 SW 29th Place	Final Plat of 36 lot single family subdivision	2601-0001 Final Plat	Staff	Application received 1-5-26. Waiting on Staff review. Last update 2-3-26.
Land Use Review	Residential	Mulberry Village Apartments	Ian Scott Cook, Dahlin Group	1215 SW Swantown Ave	96 total units spread across (4) 3-story apartment buildings and an approximately +/- 5600 square foot clubhouse.	2512-0062 Pre-Application	Staff	Application received 1-15-26. Staff review pending. Last update 2-3-26.
Land Use Review	Residential	Ridgeway Short Plat	Ridgeway Ventures LLC - Colin Smith	S8581-00-00998-0	3-lot short plat	2511-0056 Short Plat	Applicant	Waiting on applicant submission of final documents for signature. Last update 2-3-26.
Land Use Review	Public Facility	Marina Dredging	Moffatt & Nichol	R13201-160-0920	Maintenance dredging within the City of Oak Harbor Marina	2508-0038	Review Complete.	Shoreline permit packet under preparation. Last update 2-3-26.
Land Use Review	Residential	760 NW Heller Short Plat	Solid Ground Engineering	760 NW Heller	5 lot short plat	2510-0050 Short Plat	Applicant	Waiting on applicant submission of final documents for signature. Last update 2-3-26.
Land Use Review	Public Facility	Windmill	P&L General Contractors	Windjammer Park	Replacement Windmill	2412-0072 Conditional Use	City Consultant	Application for CUP received 12-3-25. City reached out to Rotary/PNL to kick off project on 1-28-26, no response from consultant. Last update 2-3-26.
Land Use Review		Kettle Midway BLA	Agnieszka Jendro-Calim	220 NE Kettle St and 181 NE Midway Blvd	Change property lines to eliminate mixed use	2507-0033	Applicant	Waiting on applicant submission of final documents for signature. Last update 2-3-26.

## Community Development Department: Development Status Update

Updated as of: 2/3/2026

Project Information							Review Status	
Project Phase	Type	Project Name	Petitioner	Project Location	Project Description	Permits/Project number	Waiting Response from:	Comments
Engineering Review	Residential	Crosby Villa Binding Site Plan	Megan Morrison	1030 Crosby Ave	4 apartment buildings/62 units	2212-0099	Applicant	Project approved, fee paid, waiting for contractor information. Last update 2-3-26.
Engineering Review	Residential	Marina View Multi-Family	Harmsen, LLC, Michael Ryan, Brad & Debra Lang	1670 SE Pioneer Way	2 Multi-family buildings, one 6 unit fronting SE 10th and one 3 unit fronting Pioneer.	2310-0061 Site Plan Review	Applicant	Project on hold. Last update 2-3-26.
Engineering Review	Commercial	Nurture with Care Kids Academy	Nidhi Gupta	1162 SW Fort Nugent Ave	Expansion of the current Childcare facility by adding a new building into the existing lot. The current building is approved for 35 kids. The expansion plan proposed in this request adds 50+ kids.	2407-0044 Site Plan Review 2501-0061-CIV	Applicant	Waiting for fees to be paid, contractor to be named. Last update 2-3-26.
Construction	Residential	2910 SW Scenic Heights	Eileen Mitchell Scott Thompson	2910 SW Scenic Heights	Final plat for 11 lots with single-family homes.	2207-0052	N/A: project is active.	Under construction. Last update 2-3-26.
Construction	Residential	Camas Flats	Ron Wright & Associates for Island County	R13335-330-1180, next to 820 N Oak Harbor St	Development of 82 units of affordable housing by Island County.	2312-0076 Site Plan Review	N/A: project is active.	Under construction. Project complete. Last update 2-3-26.
Construction	Residential	Cedar Hill	Cedar Investments LLC, Jesse Jarrell	1851 NW Crosby Avenue	28 lot plat	2204-0027	N/A: project is active.	Subdivision complete. Last update 2-3-26.
Construction	Residential	Crosby & Heller Multi Family	Shawn Albert	R13334-350-1180	Construct 12 multi family Townhomes	2302-0007 Site Plan Review	N/A: project is active.	Under construction. Last update 2-3-26.
Construction	Residential	Crosby Trace	Oak Harbor LLC	1070 N. Oak Harbor Road R13335-390-0580	Proposal includes 10 buildings with a total of 37 units.	Revised Site Plan SIT-16-08 Revised Civil Plan CIV-16-11 Irrigation/Landscape Plan PLN-16-18 Traffic impact analysis Stormwater Site Plan	N/A: project is active.	Under construction. Last update 2-3-26.
Construction	Residential	Galleon Duplexes	Miles McEathron	1060 E Whidbey Avenue	Three duplexes	2404-0022	N/A: project is active.	Under construction. Last update 2-3-26.
Construction	Residential	Hillside Preliminary Plat PRD	Scott Thompson	31141 SR 20, R13203-100-3510 R13203-118-3940 R13203-180-3781 R13203-237-3701 R13203-248-3931	192 Single Family Lots	Preliminary Plat PPL-18-01 Preliminary PRD PLN-18-30 Landscape PLN-18-29 SEPA SEP-18-09 Transportation Concurrency TRC-18-2 Land Clearing LND-18-02	Expired.	Developers agreement and Land Use entitlements expired, currently in litigation. Last update 2-3-26.
Construction	Residential	Preston Heights	Solid Ground Engineering	760 SW 29th Place	36 lot single family subdivision	2406-0033 Preliminary Plat, 2406-0400-CIV	N/A: project is active.	Subdivision under construction. Last update 2-3-26.

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Updated as of: 2/3/2026

Project Information							Review Status	
Project Phase	Type	Project Name	Petitioner	Project Location	Project Description	Permits/Project number	Waiting Response from:	Comments
Construction	Residential	Ridgeway Heights	Crowfoot Properties, Colin Smith	R13210-364-1400, intersection of SW 24th and Ridgeway Dr	4.83 acres, 28 single family detached homes	2303-0014 Preliminary Plat	N/A: project is active.	Homes under construction. Last update 2-3-26.
Construction	Residential	Shaan Ridge	Miles McEathron	2000 NE 10th Ave	Development of a 29 lot residential subdivision	2302-0006 Preliminary Plat 2310 0653-CIV	Applicant	Project paused. Last update 2-3-26.
Construction	Commercial	545 Ault Field Rd (1 of 2)	Island Property Management, Willam Massey	545 Ault Field Rd	Construct a large industrial building	2302-0072	Applicants preparing commercial building permit submittal.	Temporary Certificate of Occupancy issued for Naval Air Museum 7/18/25. Staff held mtg with Construction management team. Last update 2-3-26.
Construction	Commercial	Naval Air Museum and Interpretive Center (2 of 2)	Underwood and Associates, Mike Underwood	545 Ault Field Rd	Tenant improvement permit for a Naval Air Museum and Interpretive Center.	2310-0672	Site Plan minor modification issued to support building permit.	Temporary Certificate of Occupancy issued 7/18/25. Last update 2-3-26.
Construction	Commercial	Patriot Business Park	Sound Development Group	Goldie Rd and Technical Dr	10 industrial use buildings	2405-0032 Site Plan Review	N/A: project is active.	Subdivision under construction. Last update 2-3-26.
Construction	Public Facility	Hand In Hand Home Connection	Oak Harbor Public Schools, Jackie Sempel	750 NE Regatta Drive	Pre-K Elementary School	2309-0644-CIV	N/A	Under construction. Last update 2-3-26.
Construction	Public Facility	OHFD Fire Station #2	Sound Development Group	1250 SW Swantown Ave	Fire Station	2401-0013 Site Plan Review	N/A: project is active.	Under construction. Last update 2-3-26.

## LAMA Monthly Permits Report

Issued Date: January 2026

Issued	Type	Number	Fees
<b>Single Family Residential</b>			
01/05/2026	Alteration	2512-0880-REN	\$ 285.75
01/05/2026	Alteration	2601-0003-REN	\$ 159.75
01/06/2026	Meter Installation	2503-0208-MET	\$ 440.00
01/06/2026	Right-of-Way / Excavation	2601-0008-ROW	\$ 77.00
01/07/2026	Right-of-Way / Excavation	2511-0827-ROW	\$ 116.20
01/07/2026	Roof	2601-0006-ROOF	\$ 285.75
01/08/2026	Sewer Service	2601-0015-SEW	\$ 100.00
01/08/2026	Mechanical	2601-0019-MEC	\$ 38.50
01/09/2026	Mechanical	2601-0011-MEC	\$ 38.50
01/09/2026	Plumbing	2511-0851-PLM	\$ 55.00
01/09/2026	Mechanical	2512-0861-MEC	\$ 34.50
01/09/2026	Mechanical	2601-0012-MEC	\$ 38.50
01/09/2026	Mechanical	2601-0018-MEC	\$ 34.50
01/13/2026	Mechanical	2601-0026-MEC	\$ 38.50
01/13/2026	Water Service	2512-0894-WAT	\$ 100.00
01/15/2026	Mechanical	2601-0032-MEC	\$ 38.50
01/15/2026	Alteration	2601-0020-REN	\$ 918.70
01/15/2026	Alteration	2510-0744-REN	\$ 2,593.69
01/16/2026	Fuel Tanks	2601-0033-FLT	\$ 100.00
01/16/2026	Mechanical	2601-0024-MEC	\$ 34.50
01/20/2026	Mechanical	2601-0036-MEC	\$ 34.50
01/21/2026	Mechanical	2601-0045-MEC	\$ 38.50
01/23/2026	Right-of-Way / Excavation	2601-0025-ROW	\$ 409.74
01/23/2026	Roof	2601-0023-ROOF	\$ 131.75
01/23/2026	Mechanical	2601-0047-MEC	\$ 34.50
01/27/2026	Mechanical	2601-0049-MEC	\$ 46.50
01/28/2026	Mechanical	2601-0043-MEC	\$ 28.50
01/30/2026	Alteration	2601-0051-REN	\$ 768.72
Totals			\$7,020.55

<b>Duplex</b>			
01/12/2026	Sewer Service	2601-0016-SEW	\$ 100.00
Totals			\$100.00

<b>Multi-Family</b>			
01/29/2026	Stormwater	2601-0021-STM	\$ 103.00
01/30/2026	Roof	2601-0071-ROOF	\$ 668.75
Totals			\$771.75

<b>Office/Bank/Professional/Dentist</b>			
01/05/2026	Right-of-Way / Excavation	2512-0856-ROW	\$ 109.60
01/06/2026	Fire Alarm	2512-0891-FIRA	\$ 150.00
01/08/2026	Mechanical	2512-0893-MEC	\$ 52.50
01/27/2026	Plumbing	2601-0053-PLM	\$ 41.00
01/28/2026	Mechanical	2601-0050-MEC	\$ 78.50
Totals			\$431.60

<b>Retail/Stores</b>			
01/23/2026	Mechanical	2601-0009-MEC	\$ 45.50
Totals			\$45.50

<b>Auto Related</b>			
01/07/2026	Right-of-Way / Excavation	2512-0885-ROW	\$ 110.35

Issued	Type	Number	Fees
Totals			\$110.35
<b>Industrial</b>			
01/05/2026	Water Service	2512-0897-WAT	\$ 100.00
Totals			\$100.00
<b>Schools/Hospital</b>			
01/20/2026	Tenant Improvement	2511-0825-TENI	\$ 3,833.69
01/23/2026	Sewer Service	2601-0029-SEW	\$ 100.00
01/23/2026	Right-of-Way / Excavation	2601-0028-ROW	\$ 103.00
Totals			\$4,036.69

**Grand Total Permits: \$12,616.44**

# LAMA Monthly Permits Report

**Issued Date: December 2025**

Issued	Type	Number	Fees
<b>Single Family Residential</b>			
12/01/2025	Mechanical	2511-0839-MEC	\$ 28.50
12/03/2025	Mechanical	2512-0858-MEC	\$ 38.50
12/04/2025	New Building	2512-0861-NEWC	\$ 0.00
12/04/2025	Mechanical	2512-0860-MEC	\$ 38.50
12/04/2025	Roof	2509-0657-ROOF	\$ 1,103.34
12/04/2025	Right-of-Way / Excavation	2512-0855-ROW	\$ 75.00
12/09/2025	Mechanical	2512-0864-MEC	\$ 38.50
12/10/2025	Mechanical	2512-0865-MEC	\$ 38.50
12/11/2025	Mechanical	2512-0866-MEC	\$ 34.50
12/11/2025	Mechanical	2512-0862-MEC	\$ 49.50
12/12/2025	Shed	2510-0758-SHD	\$ 211.49
12/12/2025	Mechanical	2512-0871-MEC	\$ 49.50
12/16/2025	Mechanical	2512-0873-MEC	\$ 48.50
12/17/2025	Mechanical	2512-0881-MEC	\$ 34.50
12/17/2025	Mechanical	2512-0879-MEC	\$ 38.50
12/18/2025	Meter Installation	2512-0859-MET	\$ 450.00
12/19/2025	Sewer Service	2512-0878-SEW	\$ 92.00
12/22/2025	Sewer Service	2509-0690-SEW	\$ 100.00
12/23/2025	Mechanical	2512-0884-MEC	\$ 38.50
12/23/2025	Right-of-Way / Excavation	2512-0857-ROW	\$ 180.00
12/23/2025	Right-of-Way / Excavation	2512-0883-ROW	\$ 77.00
12/29/2025	Meter Installation	2503-0203-MET	\$ 423.38
12/30/2025	Right-of-Way / Excavation	2511-0835-ROW	\$ 103.00
12/30/2025	Mechanical	2512-0888-MEC	\$ 34.50
12/30/2025	Mechanical	2512-0889-MEC	\$ 34.50
<b>Totals</b>			<b>\$3,360.21</b>

<b>Single Family Attached</b>			
12/03/2025	New Building	2402-0110-NEWC	\$ 7,850.64
12/04/2025	Addition Building	2510-0773-ADD	\$ 1,377.64
<b>Totals</b>			<b>\$9,228.28</b>

<b>Multi-Family</b>			
12/10/2025	Sign	2509-0673-SIGN	\$ 670.56
12/10/2025	Solar Energy System	2511-0842-SOLR	\$ 115.00
<b>Totals</b>			<b>\$785.56</b>

<b>Office/Bank/Professional/Dentist</b>			
12/12/2025	Tenant Improvement	2502-0097-TENI	\$ 139.26
<b>Totals</b>			<b>\$139.26</b>

Issued	Type	Number	Fees
<b>Retail/Stores</b>			
12/19/2025	Tenant Improvement	2506-0458-TENI	\$ 11,035.06
Totals			\$11,035.06

<b>Industrial</b>			
12/04/2025	Right-of-Way / Excavation	2511-0840-ROW	\$ 100.00
12/11/2025	Fire Alarm	2512-0868-FIRA	\$ 150.00
Totals			\$250.00

<b>Government</b>			
12/31/2025	Occupancy	2511-0830-COO	\$ 32.00
Totals			\$32.00

<b>Schools/Hospital</b>			
12/16/2025	Solar Energy System	2511-0849-SOLR	\$ 115.00
Totals			\$115.00

**Grand Total Permits: \$24,945.37**

# LAMA Monthly Permits Report

**Issued Date: November 2025**

Issued	Type	Number	Fees
<b>Single Family Residential</b>			
11/03/2025	Meter Installation	2510-0788-MET	\$ 423.38
11/05/2025	Roof	2510-0785-ROOF	\$ 650.25
11/05/2025	Alteration	2511-0802-REN	\$ 1,368.99
11/10/2025	Mechanical	2511-0805-MEC	\$ 38.50
11/10/2025	Plumbing	2511-0809-PLM	\$ 32.00
11/13/2025	Mechanical	2511-0816-MEC	\$ 38.50
11/13/2025	Plumbing	2511-0808-PLM	\$ 32.00
11/13/2025	Water Service	2506-0419-WAT	\$ 1,295.00
11/14/2025	Communications Structure	2505-0352-TWR	\$ 464.56
11/14/2025	Sewer Service	2511-0806-SEW	\$ 95.00
11/17/2025	Mechanical	2511-0821-MEC	\$ 38.50
11/18/2025	Mechanical	2511-0819-MEC	\$ 34.50
11/18/2025	Mechanical	2511-0820-MEC	\$ 34.50
11/18/2025	Plumbing	2511-0829-PLM	\$ 32.00
11/18/2025	Demolition	2510-0753-DEM	\$ 56.50
11/19/2025	Sewer Service	2511-0823-SEW	\$ 195.00
11/19/2025	Mechanical	2511-0837-MEC	\$ 34.50
11/20/2025	Plumbing	2511-0836-PLM	\$ 32.00
11/20/2025	New Building	2409-0629-NEWC	\$ 1,579.00
11/20/2025	Mechanical	2511-0838-MEC	\$ 38.50
11/25/2025	Sewer Service	2511-0845-SEW	\$ 95.00
11/26/2025	Mechanical	2511-0848-MEC	\$ 38.50
11/26/2025	Mechanical	2511-0850-MEC	\$ 28.50
11/26/2025	Plumbing	2511-0847-PLM	\$ 32.00
11/26/2025	Roof	2511-0846-ROOF	\$ 257.75
<b>Totals</b>			<b>\$6,964.93</b>

<b>Multi-Family</b>			
11/13/2025	Plumbing	2511-0814-PLM	\$ 32.00
11/20/2025	Demolition	2510-0751-DEM	\$ 75.00
<b>Totals</b>			<b>\$107.00</b>

<b>Office/Bank/Professional/Dentist</b>			
11/03/2025	Right-of-Way / Excavation	2510-0795-ROW	\$ 100.00
11/05/2025	Sign	2510-0767-SIGN	\$ 75.95
11/07/2025	Sign	2510-0766-SIGN	\$ 150.25
11/17/2025	Sign	2510-0768-SIGN	\$ 108.25
<b>Totals</b>			<b>\$434.45</b>

<b>Retail/Stores</b>			
11/11/2025	Mechanical	2510-0789-MEC	\$ 60.50

Issued	Type	Number	Fees
11/18/2025	Fireworks	2511-0824-FIRW	\$ 75.00
11/18/2025	Sign	2511-0817-SIGN	\$ 51.55
11/24/2025	Mechanical	2511-0843-MEC	\$ 52.50
11/28/2025	Tenant Improvement	2509-0694-TENI	\$ 1,179.59
Totals			\$1,419.14

Church/Assembly			
11/12/2025	Right-of-Way / Excavation	2510-0800-ROW	\$ 100.00
Totals			\$100.00

Industrial			
11/25/2025	Mechanical	2508-0583-MEC	\$ 837.21
Totals			\$837.21

Government			
11/06/2025	Tenant Improvement	2510-0782-TENI	\$ 1,087.19
11/11/2025	Mechanical	2510-0801-MEC	\$ 112.50
Totals			\$1,199.69

**Grand Total Permits: \$11,062.42**



**CITY OF OAK HARBOR  
OFFICE OF CODE COMPLIANCE**

**Monthly Activity Report - December 2025**

<u>Case No.</u>	<u>Date:</u>	<u>Violation:</u>	<u>Disposition:</u>
25-155	12/8/2025	Occupied RV	
25-156	12/8/2025	Illicit Discharge	Unfounded
25-157	12/8/2025	Trash	



**OFFICE OF CODE COMPLIANCE  
Monthly Activity Report      November 2025**

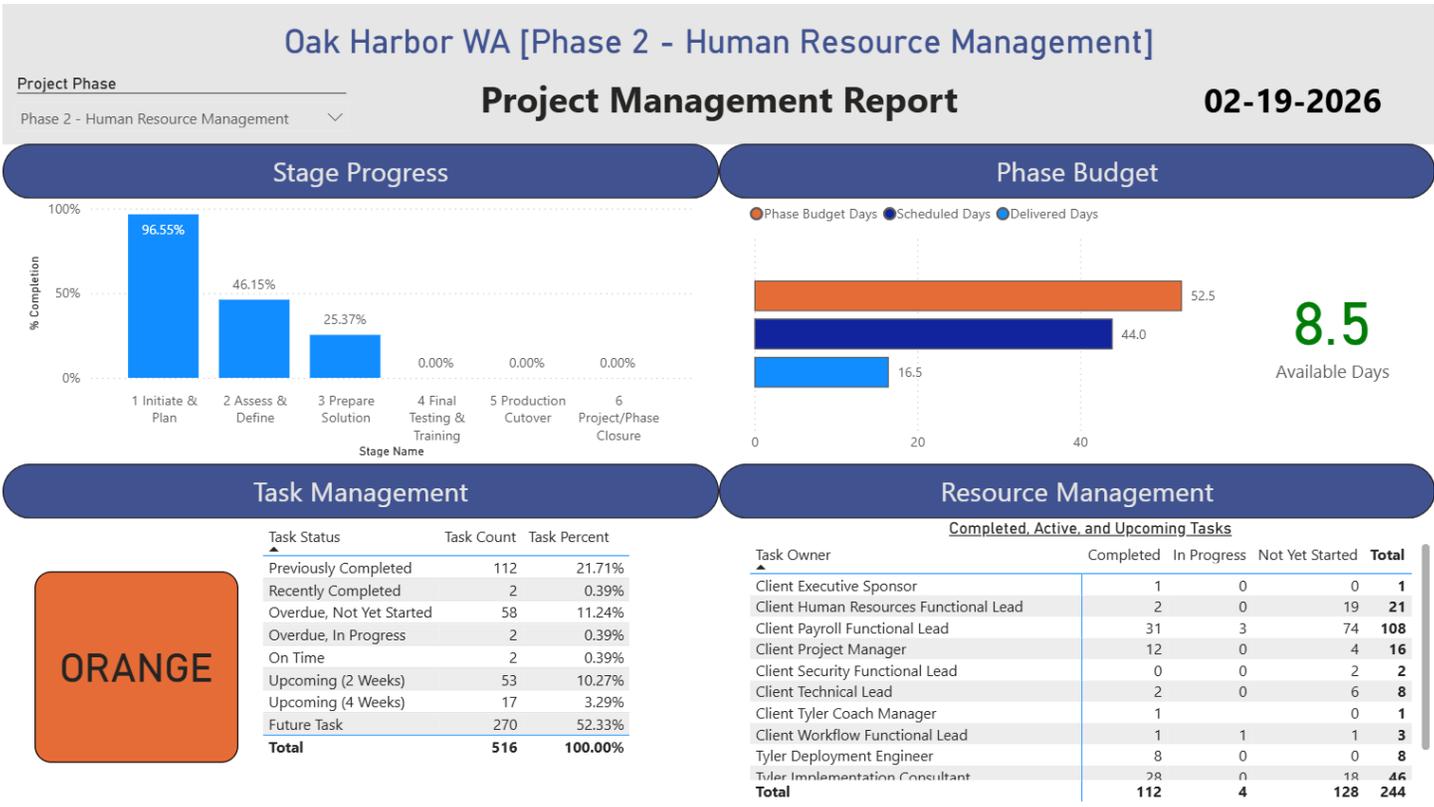
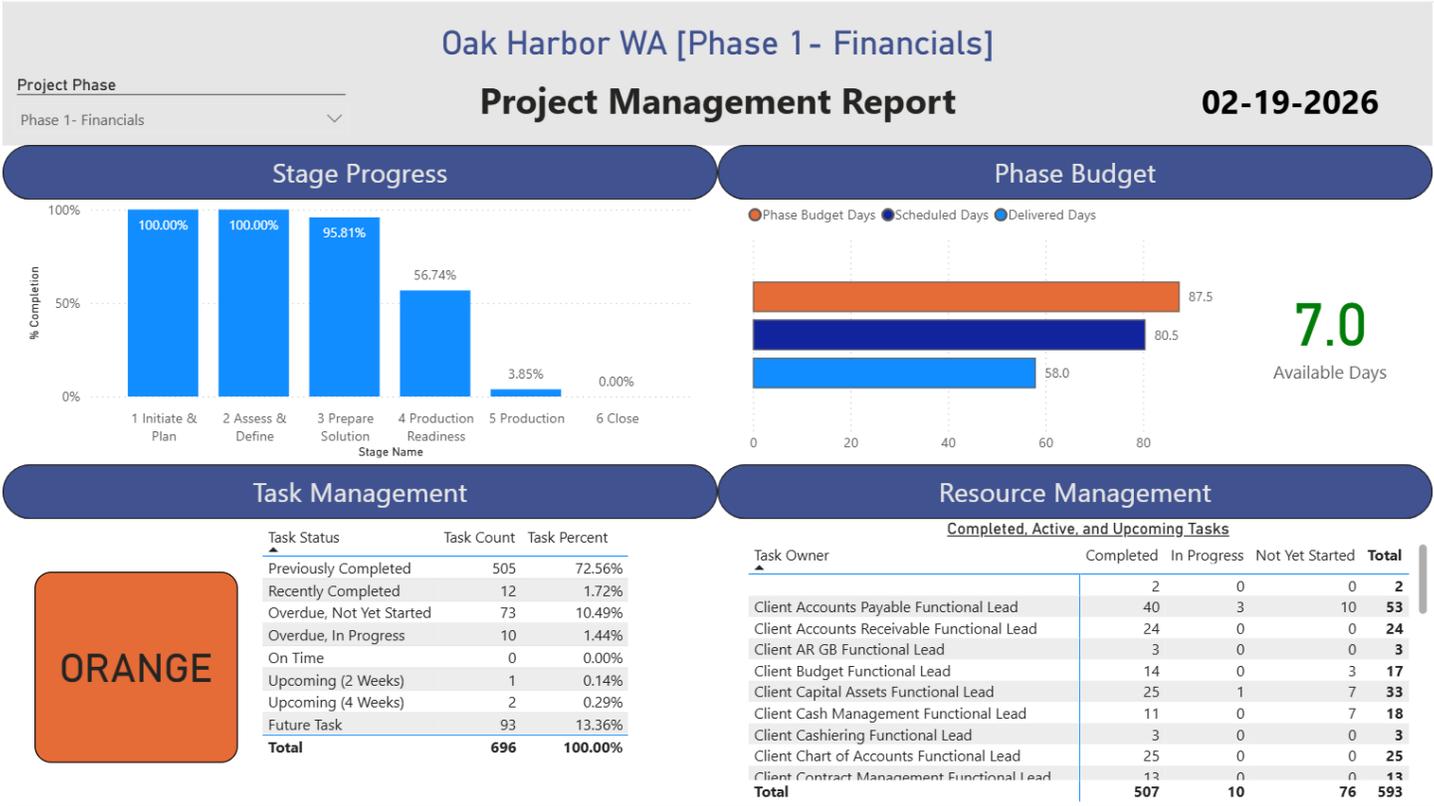
Case #:	Closed Date:	Violation:	Disposition:
25-137	11/3/2025	Yard debris	11/12/2025 Closed
25-138	11/5/2025	Trash /Debris	
25-139	11/7/2025	Illegal Signs	11/7/2025 Closed
25-140	11/12/2025	Parking Complaint	11/12/2025 Ref'd to OHPD
25-141	11/12/2025	Junk Vehicle	11/12/2025 Closed
25/142	11/12/2025	Outside storage	
25-143	11/17/2025	Harassment	11/17/2025 Ref'd to OHPD
25-144	11/17/2025	Harassment	11/17/2025 Ref'd to OHPD
25-145	11/17/2025	No Permit	
25-146	11/19/2025	S/W obstruction	
25-147	11/19/2025	S/W obstruction	
25-148	11/19/2025	Illegal Signs	
25-149	11/19/2025	Occupied RV	
25-150	11/19/2025	Occupied RV	
25-151	11/19/2025	Outside storage	
25-152	11/20/2025	S/W obstruction	
25-153	11/21/2025	RV dwelling	
25-154	11/26/2025	Permit Required	

Cases closed frc from prior months

24-001	1/2/2024	Animal Complaint	11/3/2025
25-100	8/18/2025	Grass over 12'	11/10/2025
25-125	10/16/2025	Grass over 12'	11/12/2025
25-129	10/28/2025	Tires in front yard	11/7/2025
25-130	10/28/2025	Trash in trailer	11/18/2025
25-132	10/29/2025	S/W Obstruction	11/6/2025
25-136	10/31/2025	Outside storage	11/21/2025

Total Cases Since 2018:	861
Total Open Cases:	18
Case Closure Rate:	97.90%
Proactive/Reactive Ratio:	55% Proactive/45% Reactive

# Enterprise Resource Program (ERP) Project Overview





## Monthly Department Report February 24, 2026

### FINANCE DEPARTMENT - GRANTS

DEPARTMENT	AGENCY	GRANT NAME	AMOUNT	DATE	NOTES	MATCH
		<b>RECENTLY AWARDED</b>		<b>AWARDED</b>		
Development Services	Commerce	Connecting Housing to Infrastructure Program (CHIP)	\$1,000,000.00	1/26/2026	Mulberry Village Housing	0%
Parks & Rec	Island Thrift	Youth Program Scholarships	\$4,800.00	2/4/2026	Scholarships	0%
<b>TOTAL</b>			<b>\$1,004,800.00</b>			
DEPARTMENT	AGENCY	SUBMITTED AND PENDING	AMOUNT	STATUS	NOTES	MATCH
Parks & Rec	Island Thrift	Senior Programs	\$34,800.00	Pending	Recreation	0%
Parks & Rec	WA Parks	Clean Vessel (5yr-\$15,000/yr)	\$15,000.00	Pending	Marina	25%
Parks & Rec	Legislature	Local Community Project	\$621,000.00	Pending	Marina	0%
Police	DOJ	Bulletproof Vest Partnership	\$8,980.42	Pending	Vests	50%
Public Works	IRTPO	Surface Transportation	\$2,700,000.00	Pending	Ft Nugent	13.5%
Marina	MARAD	Port Infrastructure Develop.	\$11,475,000.00	Pending	Marina	55%
Police	WA Military	FIFA Support	\$351,000.00	Pending	Training	0%
Police	GS Foundation	First Responder Grant	\$55,000.00	Pending	Training	0%
<b>TOTAL</b>			<b>\$15,260,780.42</b>			
DEPARTMENT	AGENCY	UPCOMING	AMOUNT	CLOSES	NOTES	MATCH
Fire	Medic One	Equipment Grant	\$25,000.00	3/1/2026	Medical Sims	25%
Marina	WCIA	Mitigation & Risk Reduction	\$6,500.00	3/5/2026	New ramps	0%
Public Works	WCIA	Mitigation & Risk Reduction	\$10,000.00	3/5/2026	Sidewalk repairs	0%
Marina	Ecology	Oil Spill & HazMat Response	\$130,000.00	TBD	Landing Craft	0%
Parks & Rec	EDA	Public Works Grant	\$5,000,000.00	TBD	Marina	20%
Parks & Rec	RCO	Wildlife & Recreation Program*	\$500,000.00	4/30/2026	Pickleball Courts	50%
Parks & Rec	RCO	Aquatic Lands Enhancement Account*	\$500,000.00	4/30/2026	Catalina Park	50%
Parks & Rec	RCO	Youth Athletic Facilities*	\$500,000.00	4/30/2026	Ft. Nugent Turf & Lights	50%
Parks & Rec	PSE	Up & Go for Public	TBD	TBD	EV Chargers	0%
<b>TOTAL</b>			<b>\$6,671,500.00</b>			
DEPARTMENT	AGENCY	NOT AWARDED	AMOUNT	REOPENS	NOTES	MATCH
Fire	Sen Murray	CDS Project	\$800,000.00	Spring	Ambulances	0%
<b>TOTAL</b>			<b>\$800,000.00</b>			

\*These grants require a long-term commitment by the City to keep park lands in perpetuity.

### GRANTS AWARDED in 2026

City Dept	Agency	Grant	Amount	Date	Project	Match?
Police	Commerce	STOP	\$15,000.00	1/1/2026	DV response	33%
Marina	City LTAC	Marina	\$55,000.00	1/6/2026	Debt	0%
Fire	WA DOH	EMS Trauma	\$965.00	1/5/2026	EMS Supplies	0%
DS	Commerce	CHIP	\$1,000,000.00	1/26/2026	Housing	0%
Parks & Rec	Island Thrift	Youth Program Scholarships	\$4,800.00	2/4/2026	Scholarships	0%
<b>To Date:</b>			<b>\$1,075,765.00</b>			

**Of Note: The City received payment of \$30,620 for Public Defense expenses as part of the RCW 10.101 Grant Program.**



## Monthly Department Report January 2026

### FINANCE DEPARTMENT - GRANTS

City Dept	Agency	Grant	Amount	Award Date	Notes	Match?
<b>RECENTLY AWARDED</b>						
Police	Commerce	STOP	\$15,000.00	1/1/2026	DV response	33%
Marina	City LTAC	Dredging Annual Debt Service	\$55,000.00	1/6/2026	Dredging	0%
Fire	WA DOH	EMS Trauma	\$965.00	1/5/2026	EMS Supplies	0%
<b>TOTAL</b>			<b>\$70,965.00</b>			
<b>SUBMITTED AND PENDING</b>						
Parks & Rec	Island Thrift	Senior & Youth Programs	\$32,800.00	Pending	Recreation	0%
Parks & Rec	WA Parks	Clean Vessel (5yr-\$15,000/yr)	\$15,000.00	Pending	Marina	25%
Police	DOJ	Bulletproof Vest Partnership	\$8,980.42	Pending	Vests	50%
Fire	Senator Murray	Congressionally-Directed Spending	\$800,000.00	Pending	Ambulances	0%
Public Works	IRTPO	Surface Transportation	\$2,700,000.00	Pending	Ft Nugent	13.5%
Marina	MARAD	Port Infrastructure Develop.	\$11,475,000.00	Pending	Marina	55%
Development Services	Commerce	Connecting Housing to Infrastructure	\$1,000,000.00	Pending	Mulberry Village	0%
<b>TOTAL</b>			<b>\$16,031,780.42</b>			
<b>UPCOMING</b>				<b>CLOSES</b>		
Police	WA Mil	FIFA Support	\$360,000.00	2/2/2026	Training	0%
Police	CJTC	ESHB 2015 Public Safety	\$375,000.00	2/28/2026	New Officers	25%
Marina	Ecology	Oil Spill & HazMat Response	\$130,000.00	TBD	Landing Craft	0%
Parks & Rec	EDA	Public Works Grant	\$5,000,000.00	TBD	Marina	20%
Parks & Rec	RCO	Wildlife & Recreation Program*	TBD	4/30/2026	Parks	varies
Parks & Rec	RCO	Youth Athletic Facilities*	TBD	4/30/2026	Parks	50%
<b>TOTAL</b>			<b>\$5,865,000.00</b>			
<b>NOT AWARDED</b>				<b>REOPENS</b>		
<b>TOTAL</b>						

### GRANTS AWARDED in 2026

City Dept	Agency	Grant	Amount	Date	Project	Match?
Police	Commerce	STOP	\$15,000.00	1/1/2026	DV response	33%
Marina	City LTAC	Marina	\$55,000.00	1/6/2026	Debt	0%
Fire	WA DOH	EMS Trauma	\$965.00	1/5/2026	EMS Supplies	0%

### GRANTS AWARDED in 2025

City Dept	Agency	Grant	Amount	Date	Project	Match?
Admin	City	Lodging Tax	\$25,000.00	Jan	Marathon	0%
Admin	City	Lodging Tax	\$10,000.00	Jan	Op. Score	0%
P&R	City	Lodging Tax	\$17,000.00	Jan	ChalkArt	0%
P&R	City	Lodging Tax	\$5,000.00	Jan	Events	0%
PW-ENG	TIB	Arterial Preservation Program	\$348,136.00	Jan	Swantown	20%
Police	Commerce	STOP	\$10,000.00	Jan	DV Response	0%
Police	Commerce	Relinquished Firearms	\$83,000.00	Jan	PD Reno	0%
Police	WASPC	Traffic Safety Equipment	\$8,100.00	Feb	Radar/FST	0%

## FINANCE DEPARTMENT - GRANTS

### GRANTS AWARDED in 2025 CONTINUED

Fire	Dept of Health	EMS Trauma Pass-Through	\$778.00	Feb	Med Supplies	0%
Fire	Firehouse Sub	Public Safety-Fire Equipment	\$23,046.00	Apr	Airbag/Struts	0%
Marina	Island County	RCED	\$1,000,000.00	March	Dredging	0%
PW	PSE	EV Charging Stations	\$250,000.00	May	Equip/Install	0%
Police	Legislature	Public Safety Training Facility	\$250,000.00	June	Leg Request	0%
Police	CJTC	Wellness	\$24,900.00	June	Equipment	0%
PW-ENG	WSDOT	IRTPO Surface Transportation	\$950,000.00	June	Midway	13.5%
Admin	SPAR	Public Defense	\$12,000.00	July	Public defense	0%
Fire	Labor & Industries	FY25 Firefighter Injury & Illness Reduction Program	\$24,859.96	July	Equipment	0%
Dev Serv	DAHP	Historic Inventory	\$20,000.00	August	Inventory	0%
Public Works	Ecology	Stormwater Capacity	\$120,000.00	Sept	Storm	0%
Public Works	US Treasury	EV Direct Pay Program	\$15,000.00	9/30/2025	Rebate	0%
Admin	Public Defense	RCW 10.101	\$45,930.00	10/8/2025	Public Defense	0%
Admin	Island County	Rural County Econ Dev	\$2,000,000.00	10/14/2025	Mulberry Village	50%
Admin	Island County	Lodging Tax Funds	\$15,750.00	10/21/2025	Marathon	0%
Admin	WA Military	State Local Cybersecurity	\$23,400.00	11/7/2025	MFA	0%
Admin	WA Military	State Local Cybersecurity	\$82,000.00	11/7/2025	Security	0%
Admin	City LTAC	Marathon - 2026	\$22,500.00	11/18/2025	Marathon	0%
Engineering	TIB	Arterial Preservation Program	\$669,252.00	11/21/2025	Barrington	20%
Parks & Rec	Island County	DOH Fall Prevention	\$10,000.00	11/24/2025	Senior Health	0%
<b>To Date:</b>			<b>\$6,065,651.96</b>			

**Of Note: Puget Sound Energy installed a new transformer and 12 new EV charging stations at Public Works, coming in under budget, saving the City \$50,000.**



# Monthly Department Report

## December 2025

### FINANCE DEPARTMENT - GRANTS

City Dept	Agency	Grant	Amount	Status	Notes	Match?
		<b>RECENTLY AWARDED</b>				
Engineering	TIB	Arterial Preservation Program	\$669,252.00	11/21/2025	Barrington	23.6%
Admin	City LTAC	Marathon - 2026	\$22,500.00	11/18/2025	Marathon	0%
Parks & Rec	Island County	DOH Fall Prevention	\$10,000.00	11/24/2025	Senior Health	0%
<b>TOTAL</b>			<b>\$701,752.00</b>			
		<b>SUBMITTED AND PENDING</b>				
Police	Commerce	STOP	\$15,000.00	Pending	DV Response	33%
Fire	Senator Murray	Congressionally-Directed Spending	\$800,000.00	Pending	Ambulances	0%
Marina	Ecology	Oil Spill & HazMat Response	\$130,000.00	Pending	Landing Craft	0%
Public Works	IRTPO	Surface Transportation	\$2,700,000.00	Pending	Ft Nugent	13.5%
Marina	MARAD	Port Infrastructure Develop.	\$11,475,000.00	Pending	Marina	55%
Marina	City LTAC	Marina	\$55,000.00	Pending	Debt	0%
Development Services	Commerce	Connecting Housing to Infrastructure	\$1,000,000.00	Pending	Mulberry Village	0%
<b>TOTAL</b>			<b>\$16,175,000.00</b>			
		<b>UPCOMING</b>		<b>CLOSES</b>		
P&R	EDA	Public Works Grant	\$5,000,000.00	TBD	Marina	20%
Parks & Rec	WA Parks	Clean Vessel	\$15,000.00	1/16/2026	Marina	25%
Parks & Rec	Island Thrift	Senior & Youth Programs	\$32,800.00	rolling	Recreation	0%
<b>TOTAL</b>			<b>\$5,047,800.00</b>			
		<b>NOT AWARDED</b>		<b>REOPENS</b>		
Engineering	DOT	Safe Streets for All (SS4A)	\$4,800,000.00	Pending	Streets	20%
Admin	City LTAC	Windjammer Park Events	\$20,500.00	2026	WJP	0%
<b>TOTAL</b>			<b>\$4,820,500.00</b>			

**Note:** WA EV Charging Program Grant - The City is not applying for this due to fact that it will have to own and operate the EV Charging Ports, guarentee they will run for 10 years and be responsible for all costs.

### GRANTS AWARDED in 2025

City Dept	Agency	Grant	Amount	Date	Project	Match?
Admin	City	Lodging Tax	\$25,000.00	Jan	Marathon	0%
Admin	City	Lodging Tax	\$10,000.00	Jan	Op. Score	0%
P&R	City	Lodging Tax	\$17,000.00	Jan	ChalkArt	0%
P&R	City	Lodging Tax	\$5,000.00	Jan	Events	0%
PW-ENG	TIB	Arterial Preservation Program	\$348,136.00	Jan	Swantown	20%
Police	Commerce	STOP	\$10,000.00	Jan	DV Response	0%
Police	Commerce	Relinquished Firearms	\$83,000.00	Jan	PD Reno	0%
Police	WASPC	Traffic Safety Equipment	\$8,100.00	Feb	Radar/FST	0%
Fire	Dept of Health	EMS Trauma Pass-Through	\$778.00	Feb	Med Supplies	0%
Fire	Firehouse Sub	Public Safety-Fire Equipment	\$23,046.00	Apr	Airbag/Struts	0%
Marina	Island County	RCED	\$1,000,000.00	March	Dredging	0%

## FINANCE DEPARTMENT - GRANTS

### GRANTS AWARDED in 2025 continued

PW	PSE	EV Charging Stations	\$250,000.00	May	Equip/Install	0%
Police	Legislature	Public Safety Training Facility	\$250,000.00	June	Leg Request	0%
Police	CJTC	Wellness	\$24,900.00	June	Equipment	0%
PW-ENG	WSDOT	IRTPO Surface Transportation	\$950,000.00	June	Midway	13.5%
Admin	SPAR	Public Defense	\$12,000.00	July	Public defense	0%
Fire	Labor & Industries	FY25 Firefighter Injury & Illness Reduction Program	\$24,859.96	July	Equipment	0%
Dev Serv	DAHP	Historic Inventory	\$20,000.00	August	Inventory	0%
Public Works	Ecology	Stormwater Capacity	\$120,000.00	Sept	Storm	0%
Public Works	US Treasury	EV Direct Pay Program	\$15,000.00	9/30/2025	Rebate	0%
Admin	Public Defense	RCW 10.101	\$45,930.00	10/8/2025	Public Defense	0%
Admin	Island County	Rural County Econ Dev	\$2,000,000.00	10/14/2025	Mulberry Village	50%
Admin	Island County	Lodging Tax Funds	\$15,750.00	10/21/2025	Marathon	0%
Admin	WA Military	State Local Cybersecurity	\$23,400.00	11/7/2025	MFA	0%
Admin	WA Military	State Local Cybersecurity	\$82,000.00	11/7/2025	Security	0%
Engineering	TIB	Arterial Preservation Program	\$669,252.00	11/21/2025	Barrington	23.6%
Admin	City LTAC	Marathon - 2026	\$22,500.00	11/18/2025	Marathon	0%
Parks & Rec	Island County	DOH Fall Prevention	\$10,000.00	11/24/2025	Senior Health	0%
<b>To Date:</b>			<b>\$6,065,651.96</b>			

**Of Note: Puget Sound Energy installed a new transformer and 12 new EV charging stations at Public Works, coming in under budget, saving the City \$50,000.**



# Monthly Department Report

## February 24, 2026

### Finance - Utility Department

*Reporting Period January 1 through January 31, 2026*

#### # of Active Accounts per Utility

Water  
Garbage  
Sewer  
Storm Drain

#### Total Calls

**6404** Average per day  
**6483** # inbound  
**6191** # outbound  
**6220** % missed (w/VM)  
Avg. Handle Time

#### 1660

**53.55**  
**1166**  
**494**  
**8.3%**  
**1:45**

#### # of penalty notices

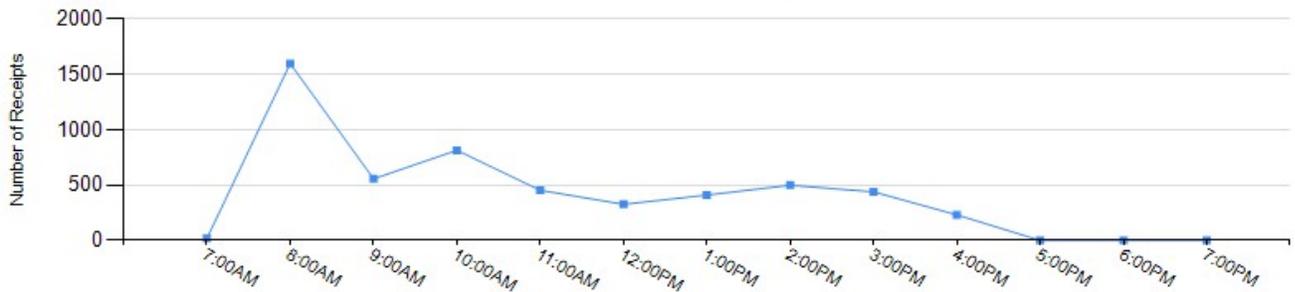
**774**

#### # of delinquent accounts

**28**

#### Total receipt volume report

**Hourly Receipt Volume**



<b>7:00AM to 8:00AM</b>	19
<b>8:00AM to 9:00AM</b>	1382
<b>9:00AM to 10:00AM</b>	451
<b>10:00AM to 11:00AM</b>	515
<b>11:00AM to 12:00PM</b>	664
<b>12:00PM to 1:00PM</b>	209
<b>1:00PM to 2:00PM</b>	619
<b>2:00PM to 3:00PM</b>	608
<b>3:00PM to 4:00PM</b>	436
<b>4:00PM to 5:00PM</b>	303
<b>5:00PM to 6:00PM</b>	0
<b>6:00PM to 7:00PM</b>	0
<b>7:00PM to 8:00PM</b>	0
<b>Total Receipt Volume</b>	<b>5206</b>

RingCentral\_PR\_Users\_Users\_02\_18\_2026\_11\_53\_29\_AM 01/01/2026 12:00:00 AM - 01/31/2026 11:59:59 PM, US/Pacific



Users	Call Type	Queue/Non_Queue Calls	Call Length From	Call Length To	From Time	To Time
<b>7 Users</b>	<b>All Types</b>	<b>All Calls</b>	<b>00:00:00</b>	<b>No Limit</b>	<b>01/01/2026 12:00:00 AM</b>	<b>01/31/2026 11:59:59 PM</b>

<b>1660</b> Total Calls	<b>53.55</b> Avg. Calls/Day	<b>1166</b> # Inbound	<b>494</b> # Outbound	<b>8.32</b> % Missed (w/VM)	<b>00:01:45</b> Avg. Handle Time
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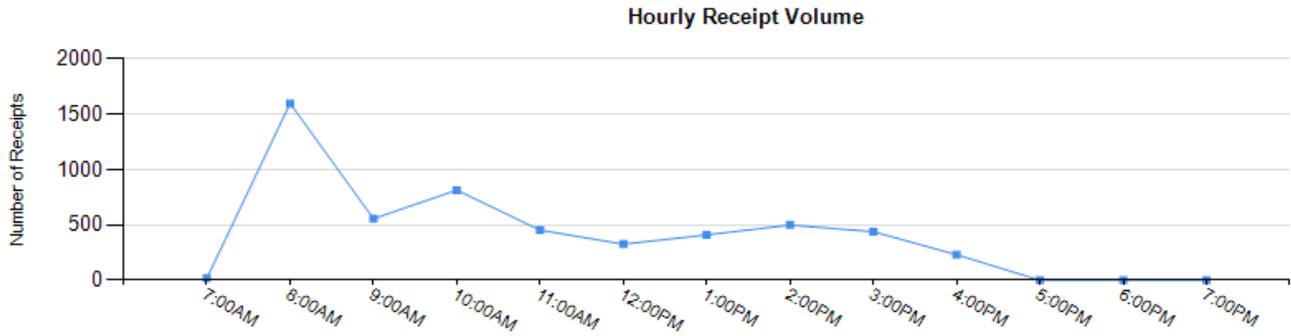


# Monthly Department Report January 2026

## Finance - Utility Department

Reporting Period December 1 through December 31, 2025

<b># of Active Accounts per Utility</b>	<b>Total Calls</b>	<b>1621</b>
Water	6406 Average per day	52.29
Garbage	6485 # inbound	1183
Sewer	6194 # outbound	438
Storm Drain	6223 % missed (w/VM)	4.0%
	Avg. Handle Time	1:46
<b># of penalty notices</b>	<b>854</b>	
<b># of delinquent accounts</b>	<b>27</b>	
<b>Total receipt volume report</b>		



7:00AM to 8:00AM	18
8:00AM to 9:00AM	1597
9:00AM to 10:00AM	556
10:00AM to 11:00AM	814
11:00AM to 12:00PM	453
12:00PM to 1:00PM	326
1:00PM to 2:00PM	410
2:00PM to 3:00PM	499
3:00PM to 4:00PM	438
4:00PM to 5:00PM	231
5:00PM to 6:00PM	0
6:00PM to 7:00PM	0
7:00PM to 8:00PM	0
<b>Total Receipt Volume</b>	<b>5342</b>



Users	Call Type	Queue/Non_Queue Calls	Call Length From	Call Length To	From Time	To Time
6 Users	All Types	All Calls	00:00:00	No Limit	12/01/2025 12:00:00 AM	12/31/2025 11:59:59 PM

<b>1621</b> Total Calls	<b>52.29</b> Avg. Calls/Day	<b>1183</b> # Inbound	<b>438</b> # Outbound	<b>3.97</b> % Missed (w/VM)	<b>00:01:46</b> Avg. Handle Time
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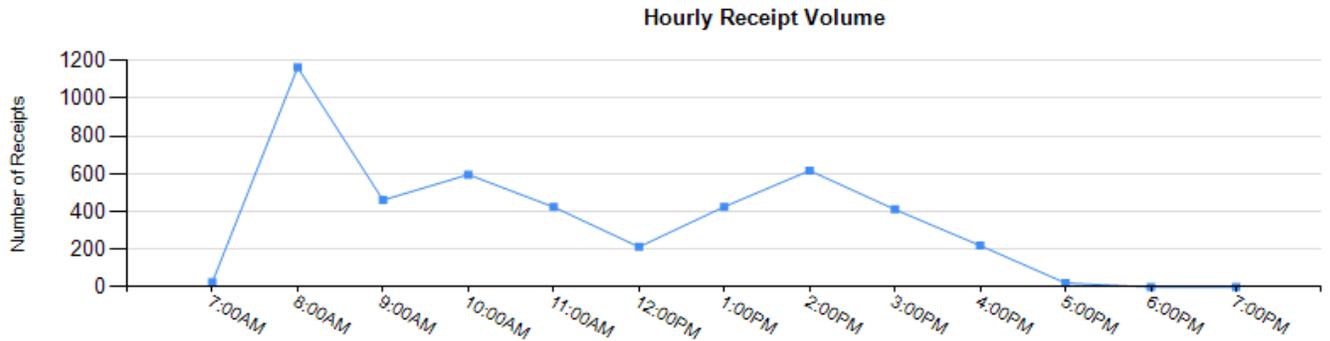


# Monthly Department Report December 2025

## Finance - Utility Department

*Reporting Period November 1 through November 30, 2025*

<b># of Active Accounts per Utility</b>	<b>Total Calls</b>	<b>1476</b>
Water	6414 Average per day	49.2
Garbage	6485 # inbound	1087
Sewer	6192 # outbound	389
Storm Drain	6220 % missed (w/VM)	19.6%
	Avg. Handle Time	1:45
<b># of penalty notices</b>	<b>772</b>	
<b># of delinquent accounts</b>	<b>25</b>	
<b>Total receipt volume report</b>		



7:00AM to 8:00AM	27
8:00AM to 9:00AM	1164
9:00AM to 10:00AM	461
10:00AM to 11:00AM	596
11:00AM to 12:00PM	424
12:00PM to 1:00PM	213
1:00PM to 2:00PM	426
2:00PM to 3:00PM	617
3:00PM to 4:00PM	411
4:00PM to 5:00PM	220
5:00PM to 6:00PM	21
6:00PM to 7:00PM	0
7:00PM to 8:00PM	0
<b>Total Receipt Volume</b>	<b>4580</b>



Users	Call Type	Queue/Non_Queue Calls	Call Length From	Call Length To	From Time	To Time
6 Users	All Types	All Calls	00:00:00	No Limit	11/01/2025 12:00:00 AM	11/30/2025 11:59:59 PM

<b>1476</b> Total Calls	<b>49.20</b> Avg. Calls/Day	<b>1087</b> # Inbound	<b>389</b> # Outbound	<b>19.60</b> % Missed (w/VM)	<b>00:01:45</b> Avg. Handle Time
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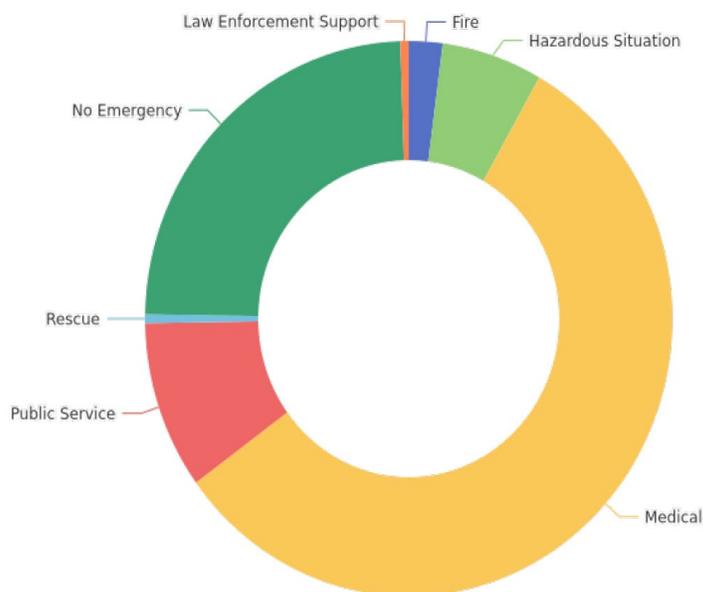
**OAK HARBOR FIRE DEPARTMENT INCIDENT RESPONSE**



*In 2026, National Fire Reporting changed from the NFIRS to the NERIS reporting system which utilizes slightly different major incident categories.*

MAJOR INCIDENT TYPE	JANUARY 2026		2025	
	COUNT	% OF TOTAL	COUNT	% OF TOTAL
Fire	4	2%	3	2%
Hazardous Situation	12	6%	7	6%
Medical	110	57%	51	40%
Public Service	19	10%	18	14%
Rescue	1	1%	-	0%
No Emergency	47	24%	47	37%
Law Enforcement Support	1	1%	-	0%
<b>TOTAL CALLS FOR JANUARY</b>	<b>194</b>	<b>100%</b>	<b>126</b>	<b>100%</b>

53.97% % of inc/dec over previous year



OAK HARBOR FIRE DEPARTMENT INCIDENT RESPONSE

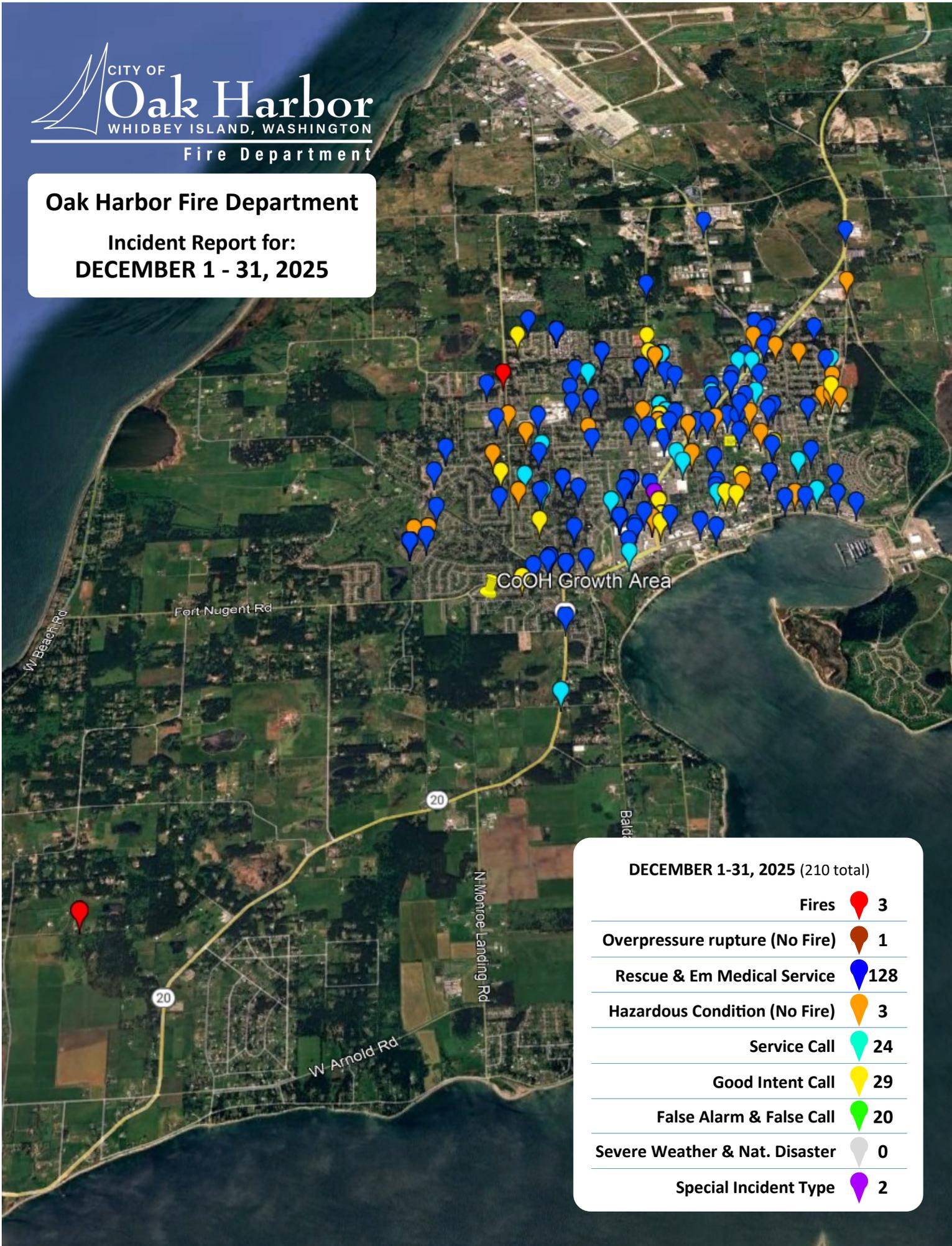


MAJOR INCIDENT TYPE	DECEMBER		2025		2024	
	COUNT	% OF TOTAL	COUNT	% OF TOTAL	COUNT	% OF TOTAL
Fires	3	1%	2	1%	2	1%
Overpressure rupture (No Fire)	1	0%	1	0%	1	1%
Rescue & Emergency Medical Service	128	61%	65	39%	65	39%
Hazardous Condition (No Fire)	3	1%	7	4%	7	4%
Service Call	24	11%	34	20%	34	20%
Good Intent Call	29	14%	22	13%	22	13%
False Alarm & False Call	20	10%	34	20%	34	20%
Severe Weather & Natural Disaster	0	0%	0	0%	0	0%
Special Incident Type	2	1%	2	1%	2	1%
<b>TOTAL CALLS FOR DECEMBER</b>	<b>210</b>	<b>100%</b>	<b>167</b>	<b>100%</b>	<b>167</b>	<b>100%</b>

YEAR TO DATE (JANUARY - DECEMBER)	2025		2024	
MAJOR INCIDENT TYPE	COUNT	% OF TOTAL	COUNT	% OF TOTAL
Fires	45	1.92%	52	3.18%
Overpressure rupture (No Fire)	3	0.13%	2	0.12%
Rescue & Emergency Medical Service	1335	56.83%	716	43.77%
Hazardous Condition (No Fire)	61	2.60%	49	3.00%
Service Call	326	13.88%	278	16.99%
Good Intent Call	316	13.45%	189	11.55%
False Alarm & False Call	244	10.39%	330	20.17%
Severe Weather & Natural Disaster	3	0.13%	2	0.12%
Special Incident Type	16	0.68%	18	1.10%
<b>TOTAL CALLS: YEAR TO DATE</b>	<b>2349</b>	<b>100%</b>	<b>1636</b>	<b>100%</b>

43.58% % of inc/dec over previous year

**Oak Harbor Fire Department**  
 Incident Report for:  
**DECEMBER 1 - 31, 2025**



**DECEMBER 1-31, 2025 (210 total)**

Fires	3
Overpressure rupture (No Fire)	1
Rescue & Em Medical Service	128
Hazardous Condition (No Fire)	3
Service Call	24
Good Intent Call	29
False Alarm & False Call	20
Severe Weather & Nat. Disaster	0
Special Incident Type	2

OAK HARBOR FIRE DEPARTMENT INCIDENT RESPONSE



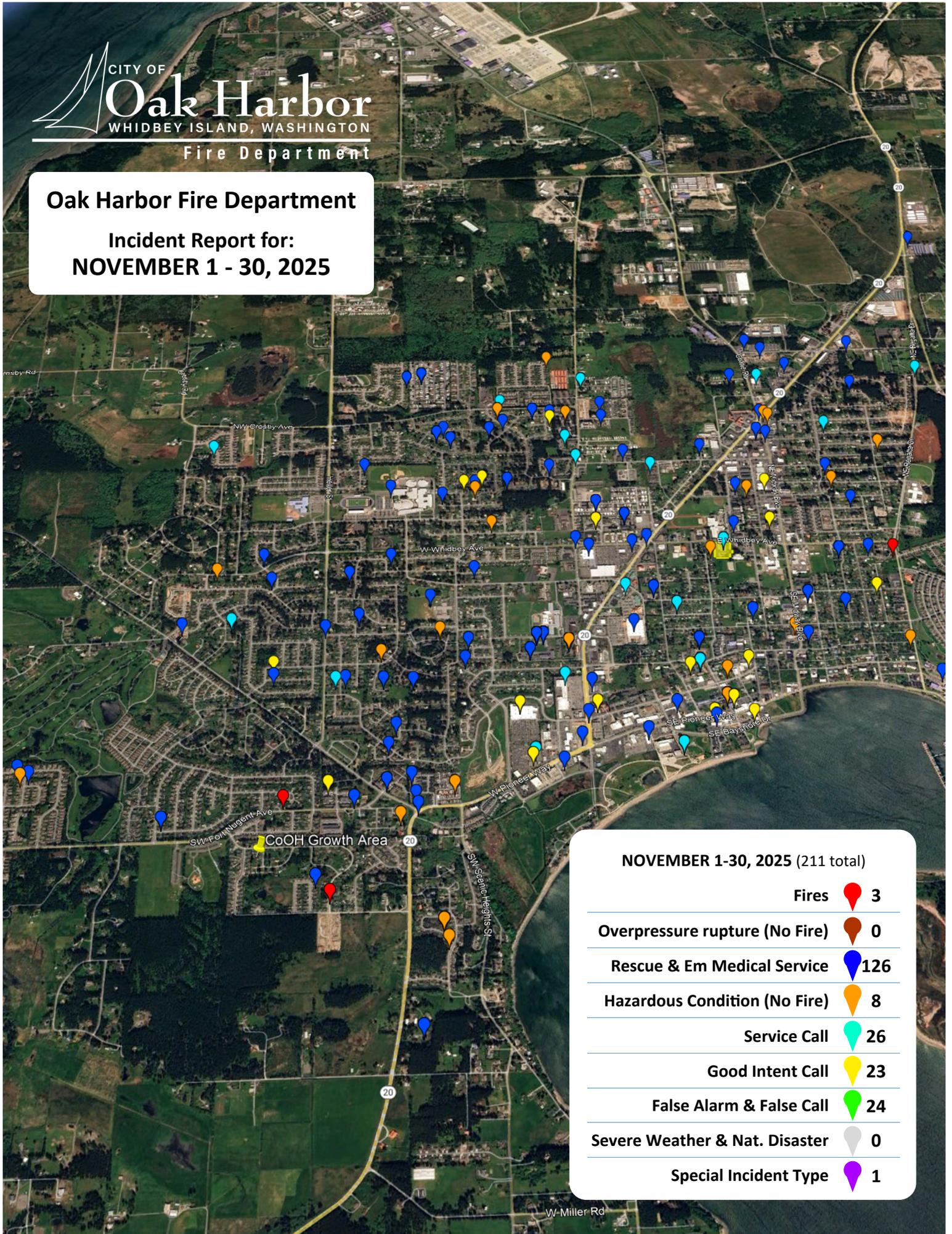
MAJOR INCIDENT TYPE	NOVEMBER		2025		2024	
	COUNT	% OF TOTAL	COUNT	% OF TOTAL	COUNT	% OF TOTAL
Fires	3	1%	8	5%	8	5%
Overpressure rupture (No Fire)	0	0%	0	0%	0	0%
Rescue & Emergency Medical Service	126	60%	57	37%	57	37%
Hazardous Condition (No Fire)	8	4%	3	2%	3	2%
Service Call	26	12%	20	13%	20	13%
Good Intent Call	23	11%	31	20%	31	20%
False Alarm & False Call	24	11%	33	21%	33	21%
Severe Weather & Natural Disaster	0	0%	1	1%	1	1%
Special Incident Type	1	0%	1	1%	1	1%
<b>TOTAL CALLS FOR NOVEMBER</b>	<b>211</b>	<b>100%</b>	<b>154</b>	<b>100%</b>	<b>154</b>	<b>100%</b>

YEAR TO DATE (JANUARY - NOVEMBER)	2025		2024	
MAJOR INCIDENT TYPE	COUNT	% OF TOTAL	COUNT	% OF TOTAL
Fires	42	1.96%	50	3.41%
Overpressure rupture (No Fire)	2	0.09%	1	0.07%
Rescue & Emergency Medical Service	1206	56.41%	651	44.35%
Hazardous Condition (No Fire)	58	2.71%	42	2.86%
Service Call	302	14.13%	244	16.62%
Good Intent Call	287	13.42%	167	11.38%
False Alarm & False Call	224	10.48%	296	20.16%
Severe Weather & Natural Disaster	3	0.14%	2	0.14%
Special Incident Type	14	0.65%	15	1.02%
<b>TOTAL CALLS: YEAR TO DATE</b>	<b>2138</b>	<b>100%</b>	<b>1468</b>	<b>100%</b>

45.64% % of inc/dec over previous year

**Oak Harbor Fire Department**

**Incident Report for:  
 NOVEMBER 1 - 30, 2025**



**NOVEMBER 1-30, 2025 (211 total)**

Fires		3
Overpressure rupture (No Fire)		0
Rescue & Em Medical Service		126
Hazardous Condition (No Fire)		8
Service Call		26
Good Intent Call		23
False Alarm & False Call		24
Severe Weather & Nat. Disaster		0
Special Incident Type		1



# Human Resources Department

**February 24, 2026**

Reporting Period January 1 - January 31, 2026

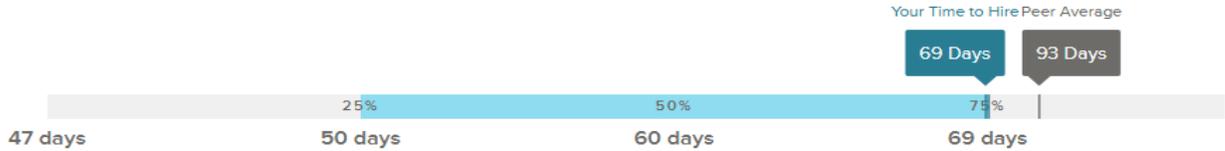
## Talent Acquisition Program Performance

**Recruitment** (time to hire and fill positions compared to other organizations)

### Time to Hire Metrics and Benchmarking Data (January 2026)

#### Recruitments with Open & Closed dates (non-continuous)

Your organization is taking **24 days less** than your peers on an average to hire a candidate.



PEER ORGANIZATIONS [View More](#)

We've compared your organization against **15** similar organizations.

## Recruitment (monthly views and applicants through the month of January 2026)

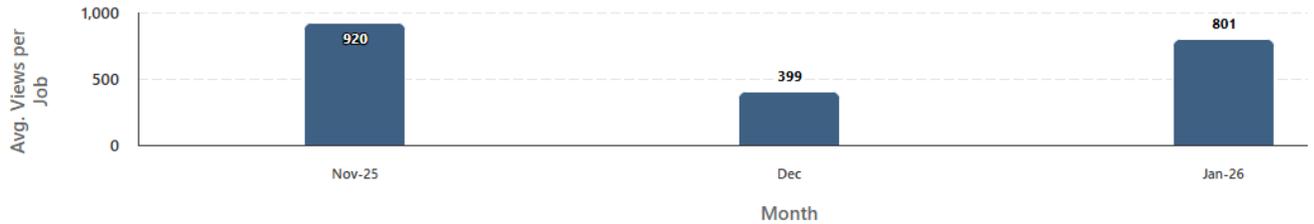
### How is the "Average (Job) Conversion Rate" calculated?

The monthly views-to-applicants conversion rate is determined by the number of applicants divided by the number of views the job posting received. When a job seeker views your job posting and then submits an application for the roles, they have "converted" to a candidate.

Job Title	Total Views	Applications	Conversion rate
Recreation Leader	1198	14	1.17%
Administrative Services Manager	1432	17	1.19%
Deputy Fire Chief - Open Until Filled	414	5	1.21%
Code Compliance Officer	921	17	1.85%
Police Sergeant (Internal Employees Only)	39	4	10.26%

### Job Posting Views & Conversion (last 3 months)

November 01, 2025 - January 31, 2026    Total # of Jobs: 20    Total # of Applications: 179



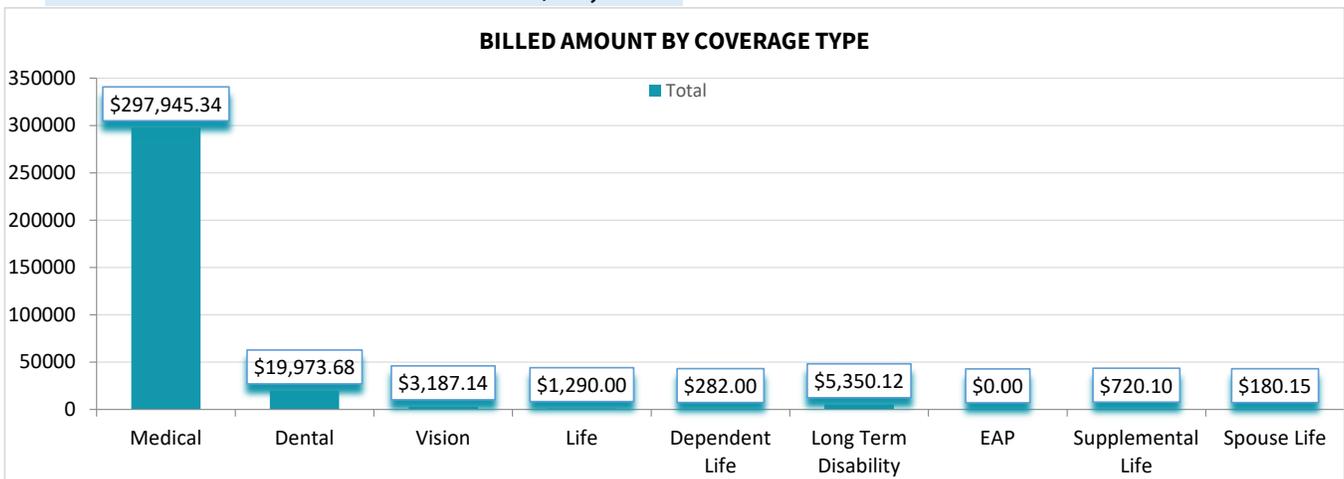
Metric	Nov-25	Dec	Jan-26
Conversion Rates	1.1%	1.5%	1.4%
Application per Job	10	6	11

Time period	Average # of Views	Number of Jobs	Number of Applications	Average Applications per J...	Co
November-25	920	9	87	10	1.1%
December	399	6	35	6	1.5%
January-26	801	5	57	11	1.4%

## Employee Health, Benefits, and Wellness Program Performance

### Employee Health and Benefits

Plan Description	Census Count	Premium
AWC HealthFirst 250 WellCit	97	\$185,629.20
PLAN E w/ Ortho Plan II (Dep	170	\$19,646.48
Vision \$25 Copay w/2nd Pr	170	\$3,187.14
BL - \$50,000 W/AD&D	172	\$1,290.00
Dependent Life 4	141	\$282.00
LTD Option 1: 60%; 90-day	173	\$5,350.12
1-6 Sessions EAP	174	\$0.00
HDHP WellCity	60	\$82,393.82
Medicare Advantage EGWP -	5	\$5,285.50
RETIREE PLAN PPO	5	\$327.20
Kaiser 200 WellCity	12	\$24,636.82
Supplemental EE Life	32	\$720.10
Supplemental Spouse Life	20	\$180.15
<b>Grand Total</b>	<b>1231</b>	<b>\$328,928.53</b>



### Gross Cost of Payroll

January 15th	\$650,686.92
January 31st	\$751,742.67
<b>TOTAL JANUARY PAYROLL</b>	<b>\$1,402,429.59</b>

### Staff Anniversary Service Award Recognitions

First Name	Last Name	Years	Position Title	Anniversary Date
TARA	HIZON	14	Councilmember	1/1/2026
RONNIE	WRIGHT	2	Mayor	1/1/2026
GEORGE	PLACE	28	Senior Operations Foreman	1/1/2026
ERIC	HANNAN	19	Parks Specialist III	1/1/2026
ELAINE	WATTS	2	Accounting Assistant-Cashier	1/2/2026
CHRISTOPHER	TUMBLIN	6	Firefighter/EMT	1/2/2026
MANNY	SILVEIRA	18	Police Officer	1/2/2026
TYLER	YATES	2	Police Officer	1/2/2026
ANGELICA	SCELZI	6	Police Officer	1/2/2026
CARLY	LARSON	8	Program Coordinator	1/8/2026
EDWARD	ALATORRE	4	Police Officer	1/10/2026
MATTHEW	BUTLER	6	Solid Waste Collector II	1/13/2026
MARK	HITZEMAN	6	Water Specialist II	1/13/2026
JENNIFER	MATTHEWS	11	Accounting Specialist-Utilities	1/14/2026
MIKE	BOONSTRA	28	Solid Waste Collector II	1/20/2026

**Staffing Changes - Hires, Promotions, Transfers, & Separations**

**Welcome and congratulate our employees with the City of Oak Harbor:**

- Bailey, Brandon, reclassification from Fire Lieutenant to Fire Captain, effective January 1<sup>st</sup>
- Fikse, Josh, reclassification from Fire Lieutenant to Fire Captain, effective January 1<sup>st</sup>
- Frondozo, Kevin, reclassification from Fire Lieutenant to Fire Captain, effective January 1<sup>st</sup>
- Peterson, Sandi, new elected official, Councilmember, January 1<sup>st</sup>
- Nagel, Gerrit, rehire employee, Police Officer, effective January 2<sup>nd</sup>
- Schmidt, Pamela, new employee, Evidence Information Specialist, effective January 2<sup>nd</sup>
- Brobeck, Carol, new employee, Associate Planner, effective January 5<sup>th</sup>
- Cheney, Gaven, new employee, SD/WWC I Specialist, effective January 9<sup>th</sup>
- Wyatt, Jennifer, new employee, Deputy Fire Chief, effective January 12<sup>th</sup>
- Engle, Mike, promotion from Fire Captain to Battalion Chief, effective January 16<sup>th</sup>
- Haffner, Otto, promotion from Fire Captain to Battalion Chief, effective January 16<sup>th</sup>
- Hopkins, Cameron, promotion from Fire Captain to Battalion Chief, effective January 16<sup>th</sup>
- Juhl, John, promotion from SD/WWC Specialist I to SD/WWC Specialist II, effective January 16<sup>th</sup>
- Place, George, promotion from Operations Foreman to Senior Operations Foreman, effective January 16<sup>th</sup>
- Sullivan, Kindle, promotion from SD/WWC Insp. Comp. Ed. to Spcl Prjcts/Sr. Compliance Insp., effective January 16<sup>th</sup>
- Rockford, Brian, new employee, Revenue Performance Analyst, effective January 20<sup>th</sup>
- Wyatt, Jennifer, separation from employment, Deputy Fire Chief, effective January 20<sup>th</sup>
- Roll, Michael, separation from employment, Firefighter/EMT, effective January 31<sup>st</sup>

**Staffing Summary**

Employee workforce summary based on employment status.

<b>Totals as of January:</b>	<u>175</u>
Temporary/Seasonal	0
Elected Officials	8
Part-Time	9
Full-Time	158
Total # of Hires:	4
Total # of Changes:	1
Total # of Separations:	1

**Wellness Committee & WellCity Standards**

The Wellness Committee program planning retreat was held on January 15, 2026.

The next Wellness Committee monthly meeting is scheduled for February 11, 2026.

For 2025, the City achieved 50% participation requirement and completed the Well City application.

**Health Central: Redeem points for the \$35 AWC Wellness Reward by December 31, 2025.**

	<b>Eligible</b>	<b>Total Registered</b>	<b>Percent Registered</b>	<b>\$35 Wellness Reward Redeemed</b>	<b>% \$35 Wellness Reward Redeemed</b>
<b>Employees</b>	159	133	84%	88	55%

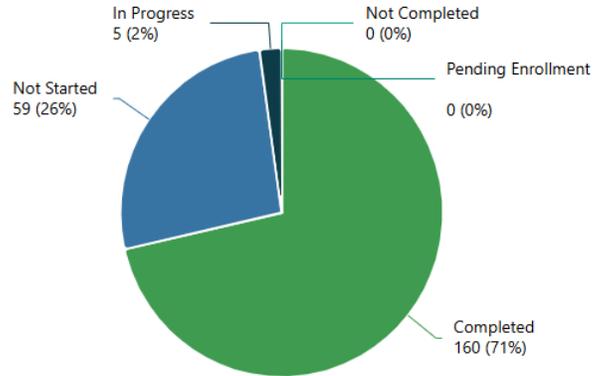
*last update 12/29/2025*

## Training, Development, and Performance Management Program Performance

### Learning Management System (LMS) Course Activity

#### December

Courses not started	59
Courses in-progress	5
Courses completed	160
Courses not completed	0
Courses pending	0
<b>TOTAL Enrollments</b>	<b>224</b>



### HR Professional Development

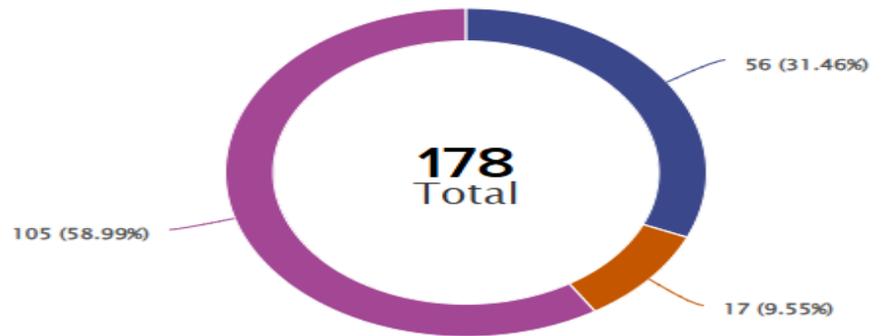
Emma House, HR Director, and WA State Chapter PSHRA President, continues to participate in the advancement of the HR profession. Emma was a featured webinar panelist on January 29th. The webinar was titled, "Kick Start Your PSHRA Certification Journey".

### Performance Management System (PMS) Evaluation Activity

#### Active Evaluation



**119**  
Evaluations Past  
Due Date



## Risk Management Program Performance

### Workers' Compensation (Safety)

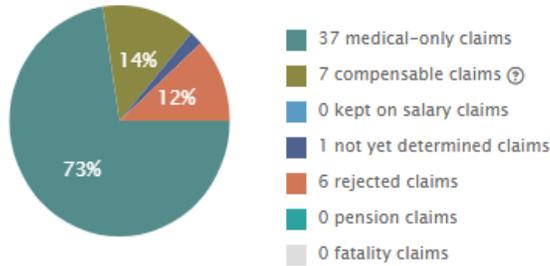
L&I 2026 experience rating calculation is a negative impact, increasing to .8450 from .7541 for 2025. The next Central Safety Committee quarterly meeting is scheduled for February 26, 2026.

#### Reported to Human Resources for January 2026:

Accidents or Injuries	2
Incidents or Near Misses	1
Exposures	0

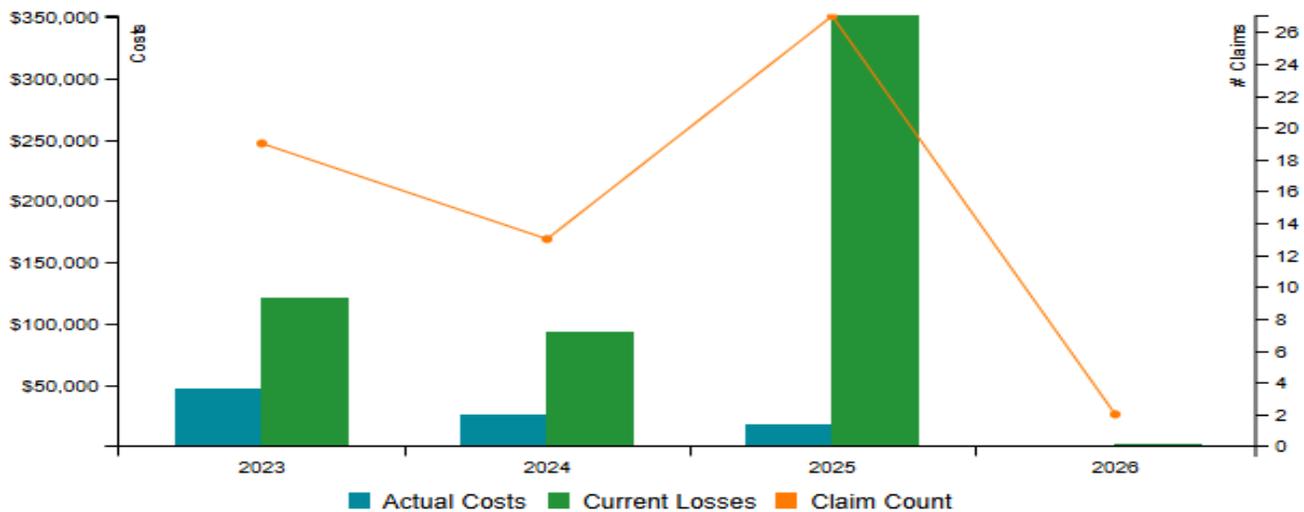
### Workers' Compensation Claims

51 claim(s) over the last 5 years [View claims older than 5 years](#)



**\$182,841.86**

Actual claim costs



	2023	2024	2025	2026
# Claims:	19	13	27	2
Actual Costs:	\$47,243	\$26,346	\$18,379	\$215
Current Losses:	\$120,768	\$92,750	\$350,748	\$2,493



# Human Resources Department

January 27, 2026

Reporting Period December 1 - December 31, 2025

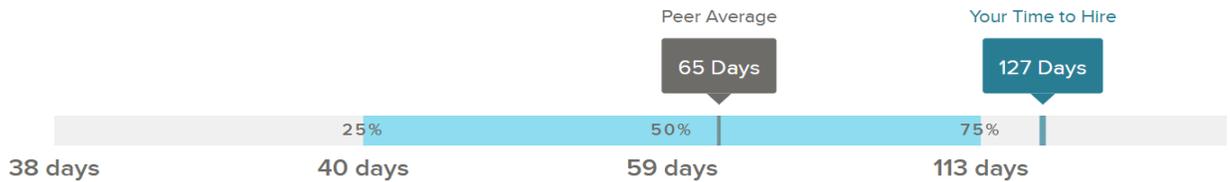
## Talent Acquisition Program Performance

**Recruitment** (time to hire and fill positions compared to other organizations)

### Time to Hire Metrics and Benchmarking Data (December 2025)

#### Recruitments with Open & Closed dates (non-continuous)

Your organization is taking **62 days longer** than your peers on an average to hire a candidate.

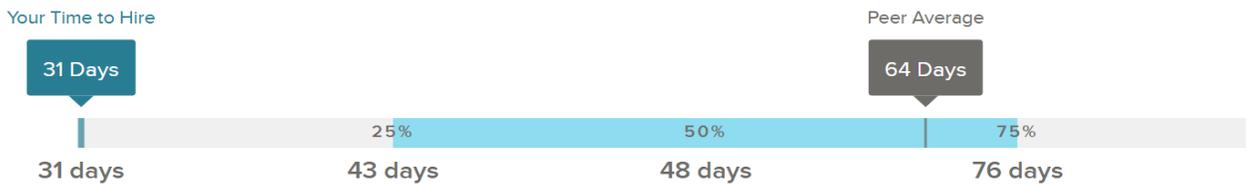


PEER ORGANIZATIONS [View More](#)

We've compared your organization against **15** similar organizations.

#### Recruitments with Open & Closed dates (continuous)

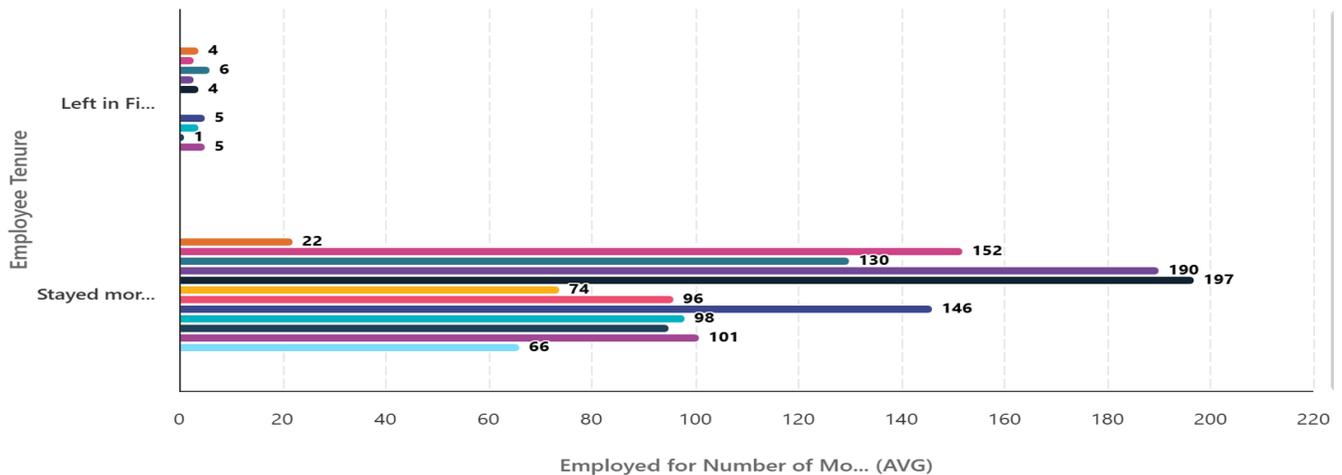
Your organization is taking **33 days less** than your peers on an average to hire a candidate.



PEER ORGANIZATIONS [View More](#)

We've compared your organization against **15** similar organizations.

### First Year Attrition Rate



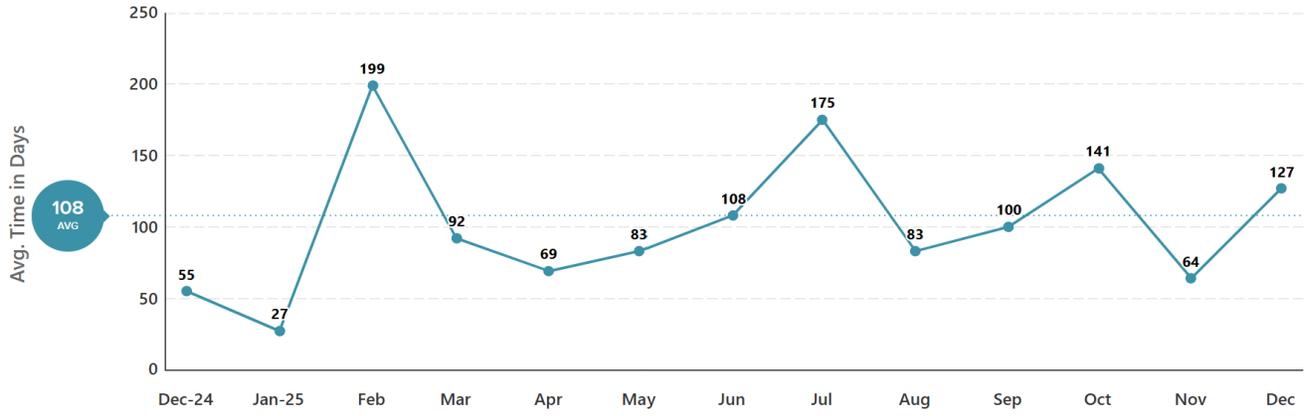
- City Council
- Development Services
- Executive Administration
- Finance
- Fire Department
- Human Resources
- Legal
- Marina
- Parks and Recreation
- Police Department
- Public Works
- The Center

# Time to Hire - All Departments

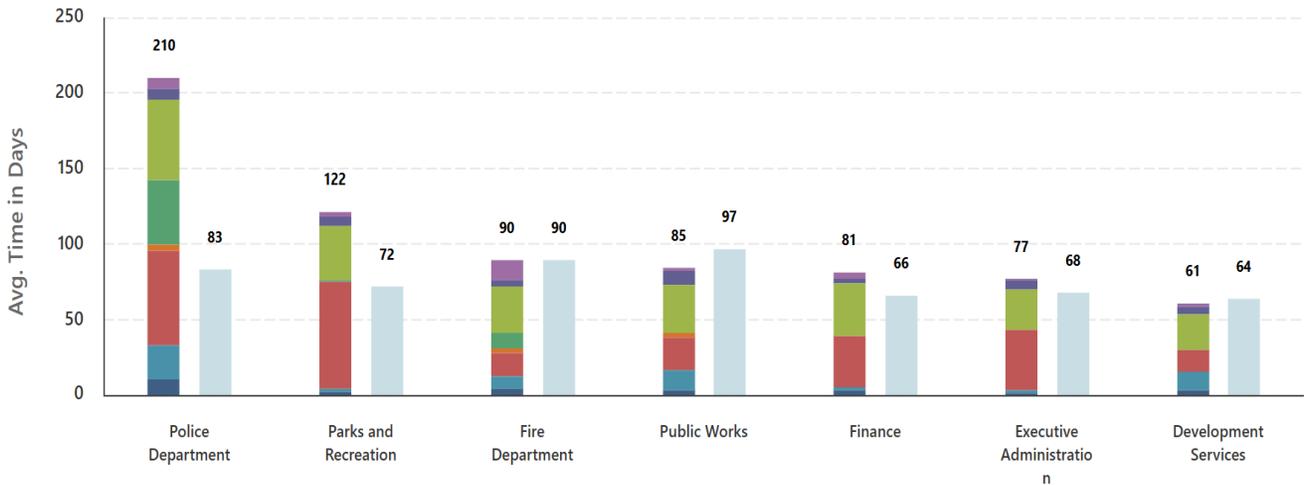
Month | Quarter | Year 

December 2024 - December 2025

Total Hires: 64



■ Requisition Approval 
 ■ Exam Plan 
 ■ Job Posting 
 ■ Evaluation 
 ■ Eligible List 
 ■ Referred List 
 ■ Offered 
 ■ Hired 
 | 
 ■ Peers



Departments

**Recruitment (monthly views and applicants through the month of December 2025)**

**How is the "Average (Job) Conversion Rate" calculated?**

The monthly views-to-applicants conversion rate is determined by the number of applicants divided by the number of views the job posting received. When a job seeker views your job posting and then submits an application for the roles, they have "converted" to a candidate.

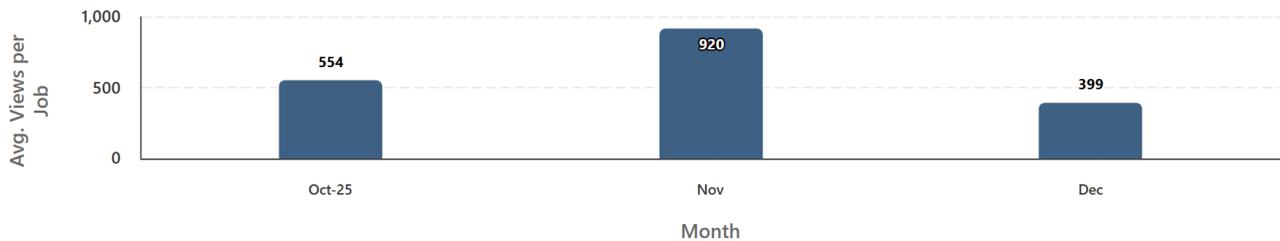
Title	Views	Applicants	Conversion
<a href="#">Police Officer - Entry Level</a>	3,103	13	0.4%
<a href="#">Fire Lieutenant/Paramedic</a>	1,535	13	0.8%
<a href="#">Firefighter/Paramedic</a>	19	1	5.2%
<a href="#">Recreation Leader</a>	785	10	1.2%
<a href="#">Firefighter/EMT</a>	49	3	6.1%
<a href="#">Police Sergeant</a>	32	2	6.2%

**Job Posting Views & Conversion (last 3 months)**

October 01, 2025 - December 31, 2025

Total # of Jobs: 25

Total # of Applications: 188



	Oct-25	Nov	Dec
Conversion Rates	1.2%	1.1%	1.5%
Application per Job	7	10	6

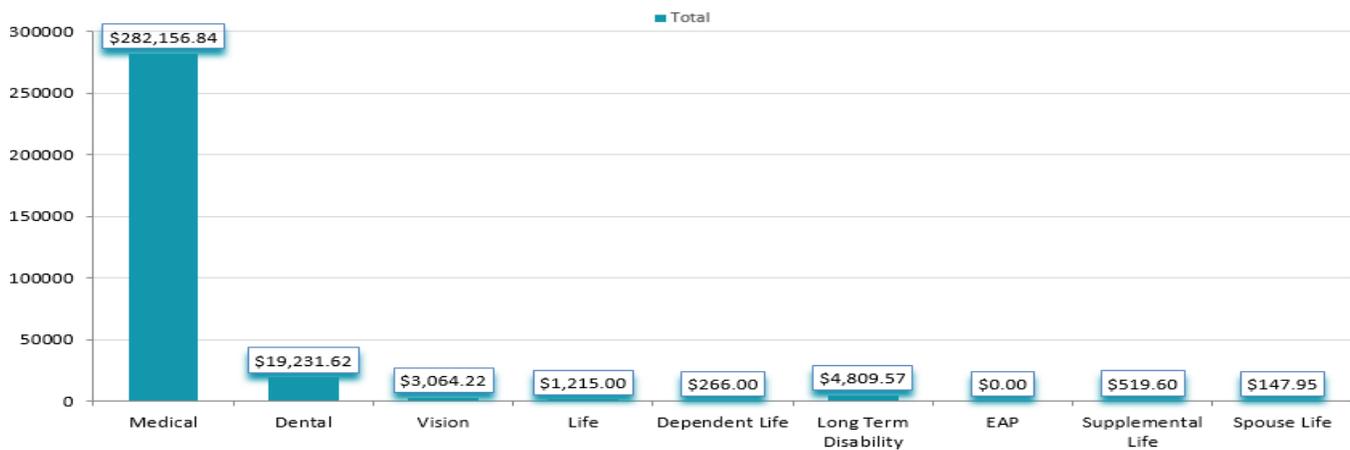
Time period	Average # of Views	Number of Jobs	Number of Applications	Average Applications ...	Conversion Rate
October-25	554	10	66	7	1.2%
November	920	9	87	10	1.1%
December	399	6	35	6	1.5%

## Employee Health, Benefits, and Wellness Program Performance

### Employee Health and Benefits

Plan Description	Census Count	Premium
AWC HealthFirst 250	89	\$171,650.12
PLAN E w/ Ortho Plan II	160	\$18,904.42
Vision \$25 Copay w/2nd Pr	160	\$3,064.22
BL - \$50,000 W/AD&D	162	\$1,215.00
Dependent Life 4	133	\$266.00
LTD Option 1: 60%; 90-day	162	\$4,809.57
1-6 Sessions EAP	166	\$0.00
HDHP WellCity	58	\$80,584.40
Medicare Advantage EGWP	5	\$5,285.50
RETIREE PLAN PPO	5	\$327.20
Kaiser 200 WellCity	12	\$24,636.82
Supplemental EE Life	31	\$519.60
Supplemental Spouse Life	18	\$147.95
<b>Grand Total</b>	<b>1161</b>	<b>\$311,410.80</b>

### BILLED AMOUNT BY COVERAGE TYPE



### Gross Cost of Payroll

December 15th	\$607,396.68
December 30th	\$668,096.00
<b>TOTAL DECEMBER PAYROLL</b>	<b>\$1,275,492.68</b>

### Staff Anniversary Service Award Recognitions

First Name	Last Name	Years	Position Title	Anniversary Date
Kevin	Frondozo	12	Fire Lieutenant	12/2/2025
Tyler	Adamson	6	Police Officer	12/2/2025
Josh	Fikse	13	Fire Lieutenant	12/10/2025
Cameron	Hopkins	15	Fire Captain	12/13/2025
Otto	Haffner	15	Fire Captain	12/13/2025
Brian	Colbert	4	Building Official	12/13/2025
Katherine	Lewis	4	Purchasing & Contract Coordinator	12/13/2025
James	Marrow	1	Councilmember	12/17/2025
Ryan	Kinker	4	Senior Administrative Assistant	12/20/2025
Gregory	Wendell	8	Police Officer-Detective	12/27/2025
Dannie	Ledgerwood	4	Marina Maintenance Attendant II	12/28/2025

**Staffing Changes - Hires, Promotions, Transfers, & Separations**

**Welcome and congratulate our employees with the City of Oak Harbor:**

- Gontiz, Shawn, new employee, Streets Specialist I, effective December 8th
- Heltsley, Ray, retirement from employment, Code Compliance Officer, effective December 11th
- Haight, Joshua, new employee, WWTP Maintenance Mechanic, effective December 15th
- Krysinski, Matt, promotion from Police Sergeant to Police Lieutenant, effective December 16th
- Soptich, Jeremy, rehire employee, Police Lieutenant, effective December 16th
- Heller, Sarah, separation from employment, Senior Administrative Assistant, effective December 19th
- Pratschner, Stacie, new employee, Community Development Director, effective December 22nd

**Staffing Summary**

Employee workforce summary based on employment status.

<b>Totals as of December:</b>	<u>174</u>
Temporary/Seasonal	0
Elected Officials	8
Part-Time	9
Full-Time	157
Total # of Hires:	4
Total # of Changes:	1
Total # of Separations:	1

**Wellness Committee & WellCity Standards**

The Wellness Committee monthly meeting was held on December 17, 2025.  
 The next Wellness Committee retreat for 2026 program planning is scheduled for January 15, 2026.  
 For 2025, the City achieved the 50% participation requirement for the Well City Standards, we're at 55%:

**Health Central: Redeem points for the \$35 AWC Wellness Reward by December 31, 2025.**

	<b>Eligible</b>	<b>Total Registered</b>	<b>Percent Registered</b>	<b>\$35 Wellness Reward Redeemed</b>	<b>% \$35 Wellness Reward Redeemed</b>
<b>Employees</b>	159	133	84%	88	55%

*last update 12/29/2025*

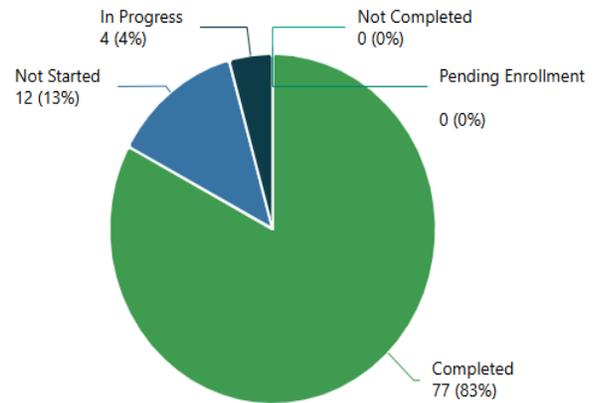
## Training, Development, and Performance Management Program Performance

### Learning Management System (LMS) Course Activity

#### December

Courses not started  
 Courses in-progress  
 Courses completed  
 Courses not completed  
 Courses pending  
**TOTAL Enrollments**

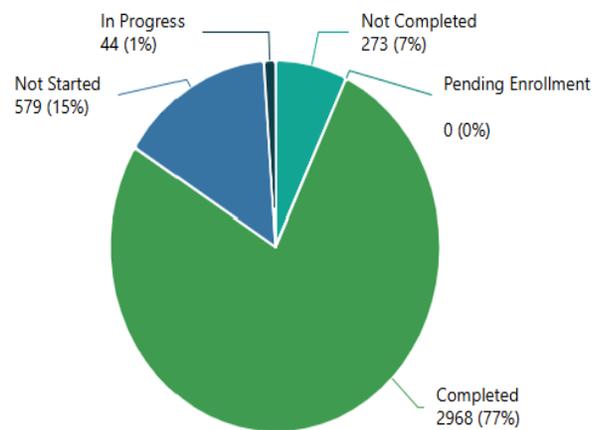
12 Not Started  
 4 In Progress  
 77 Completed  
 0 Not Completed  
 0 Pending Enrollment  
**93**



#### 2025 TOTALS

Courses not started  
 Courses in-progress  
 Courses completed  
 Courses not completed  
 Courses pending  
**TOTAL Enrollments**

579 Not Started  
 44 In Progress  
 2968 Completed  
 273 Not Completed  
 0 Pending Enrollment  
**3864**

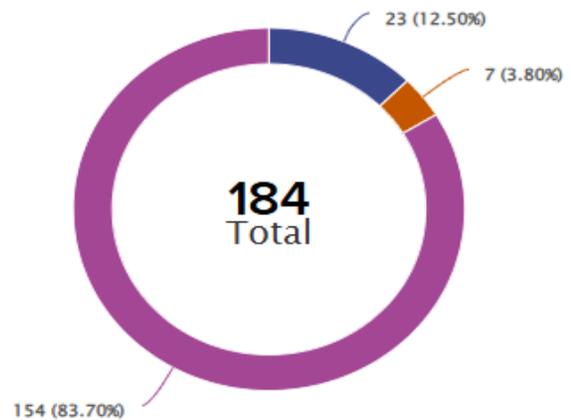


### Performance Management System (PMS) Evaluation Activity

#### Active Evaluation

- Approval
- Rating
- Before Ratings
- Draft

38  
 Evaluations Past Due Date



## Risk Management Program Performance

### Workers' Compensation (Safety)

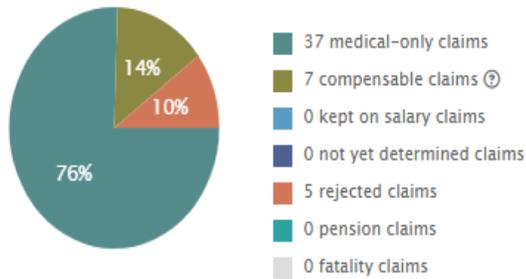
Labor & Industries (L&I) 2026 proposed rates for workers' compensation premiums proposed increase of 4.9%.  
 L&I 2026 proposed experience rating calculation is a negative impact, increasing to .8450 from .7541 .  
 The next Central Safety Committee quarterly meeting is scheduled for February 26, 2026.

#### Reported to Human Resources for December 2025:

Accidents or Injuries	0
Incidents or Near Misses	3
Exposures	0

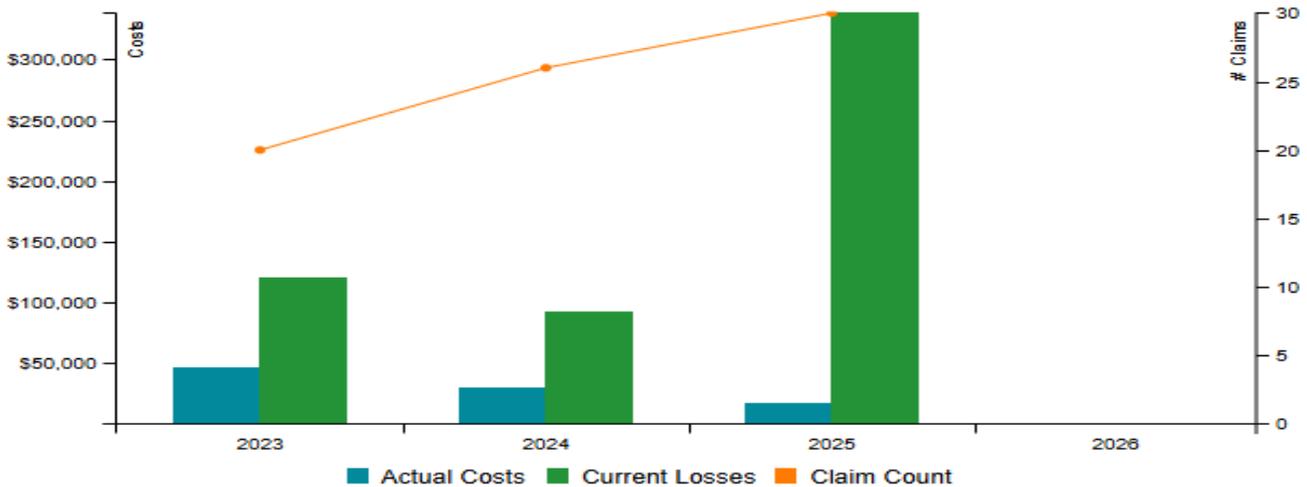
### Workers' Compensation Claims

49 claim(s) over the last 5 years [View claims older than 5 years](#)



**\$185,544.83**

Actual claim costs



	2023	2024	2025	2026
# Claims:	20	26	30	-
Actual Costs:	\$46,944	\$30,485	\$16,963	-
Current Losses:	\$120,768	\$92,750	\$338,187	-



# Human Resources Department

**December 16, 2025**

Reporting Period November 1 - November 30, 2025

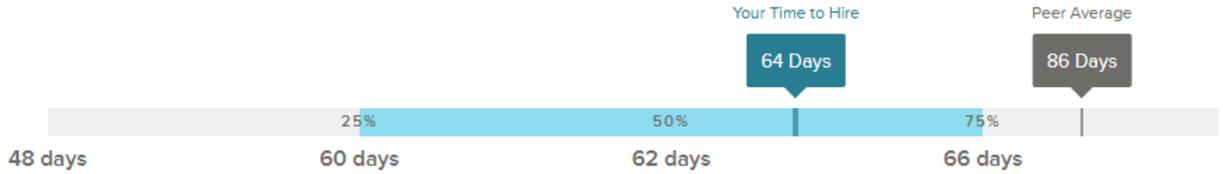
## Talent Acquisition Program Performance

**Recruitment** (time to hire and fill positions compared to other organizations)

### Time to Hire Metrics and Benchmarking Data (November 2025)

#### Recruitments with Open & Closed dates (non-continuous)

Your organization is taking **22 days less** than your peers on an average to hire a candidate.



PEER ORGANIZATIONS [View More](#)

We've compared your organization against **15** similar organizations.

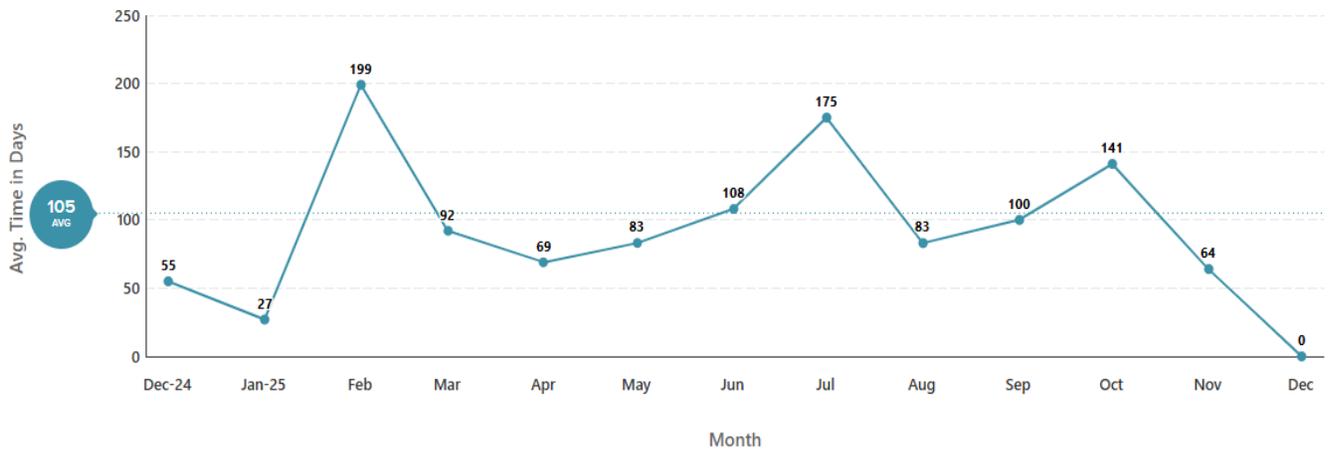
The peer organizations are based on employer size of FTEs from 100 to 499. Out of 106, the 15 comparables are:

- City of Aberdeen
- City of Arlington
- City of Bainbridge Island
- City of Bonney Lake
- City of Bremerton
- City of Lakewood
- City of Longview
- City of Marysville
- City of Mount Vernon
- City of Mukilteo
- City of Sherwood
- City of Shoreline
- City of Tumwater
- Island County
- Port of Tacoma

#### Time to Hire - All Departments

[Month](#) | [Quarter](#) | [Year](#) ↓

December 2024 - December 2025    Total Hires: 57



**Recruitment (monthly views and applicants through the month of November 2025)**

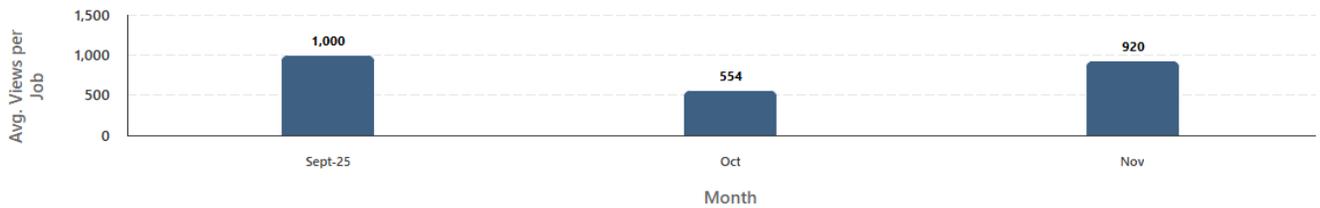
**How is the "Average (Job) Conversion Rate" calculated?**

The monthly views-to-applicants conversion rate is determined by the number of applicants divided by the number of views the job posting received. When a job seeker views your job posting and then submits an application for the roles, they have "converted" to a candidate.

Title	Views	Applicants	Conversion
<a href="#">Police Officer - Entry Level</a>	2,608	6	0.2%
<a href="#">Fire Lieutenant/Paramedic</a>	803	5	0.6%
<a href="#">Community Development Director</a>	2,912	28	0.9%
<a href="#">Deputy Fire Chief</a>	996	10	1.0%
<a href="#">Storm Drain/Wastewater Collection...</a>	1,371	19	1.3%
<a href="#">Revenue and Performance Analyst</a>	961	13	1.3%
<a href="#">Streets Specialist I or II</a>	1,551	28	1.8%

**Job Posting Views & Conversion (last 3 months)**

September 01, 2025 - November 30, 2025    Total # of Jobs: 28    Total # of Applications: 368



Conversion Rates	2.4%	1.2%	1.1%
Application per Job	24	7	10

Summary Data    Detailed Data

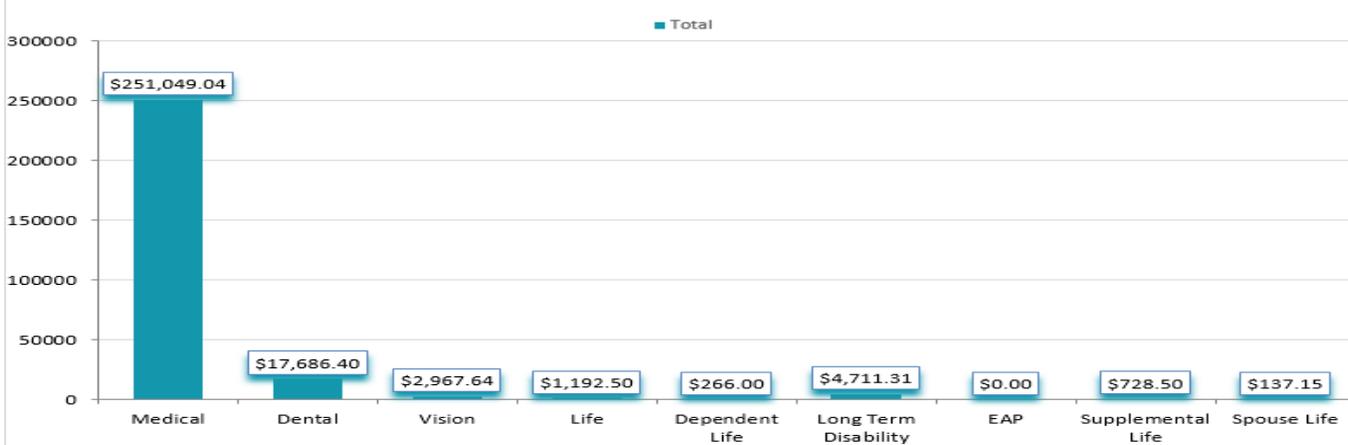
Time period	Average # of Views	Number of Jobs	Number of Applications	Average Applications per J...	Conversion Rate
September-25	1000	9	215	24	2.4%
October	554	10	66	7	1.2%
November	920	9	87	10	1.1%

## Employee Health, Benefits, and Wellness Program Performance

### Employee Health and Benefits

Plan Description	Census Count	Premium
AWC HealthFirst 250 WellCity	84	\$147,599.44
PLAN E w/ Ortho Plan II (Dep O	162	\$17,372.60
Vision \$25 Copay w/2nd Pr	163	\$2,967.64
BL - \$50,000 W/AD&D	159	\$1,192.50
Dependent Life 4	133	\$266.00
LTD Option 1: 60%; 90-day	159	\$4,711.31
1-6 Sessions EAP	168	\$0.00
HDHP WellCity	63	\$74,536.28
Medicare Advantage EGWP - LE	5	\$4,280.50
RETIREE PLAN PPO	5	\$313.80
Kaiser 200 WellCity	14	\$24,632.82
Supplemental EE Life	31	\$728.50
Supplemental Spouse Life	16	\$137.15
<b>Grand Total</b>	<b>1162</b>	<b>\$278,738.54</b>

### BILLED AMOUNT BY COVERAGE TYPE



### Gross Cost of Payroll

November 15th	\$602,628.58
November 30th	\$646,606.32
<b>TOTAL NOVEMBER PAYROLL</b>	<b>\$1,249,234.90</b>

### Staff Anniversary Service Award Recognitions

First Name	Last Name	Years	Position Title	Anniversary Date
Nicole	Bradley	1	Public Records Officer (PRO)	11/5/2025
Craig	Taylor	20	Senior Engineering Technician	11/12/2025
Jim	Hoagland	24	Police Sergeant	11/15/2025
Brandon	Cable	2	Parks Supervisor	11/20/2025
Liflor	Barrera	4	Human Resources Analyst	11/22/2025
Jack	Robinson	16	WWTP Manager	11/23/2025
Bryan	Stucky	4	Councilmember	11/23/2025
Sarah	Heller	7	Senior Administrative Assistant	11/26/2025
Barbara	Armes	2	Councilmember	11/28/2025
Brian	Smith	3	Parks & Recreation Director	11/30/2025

### Staffing Changes - Hires, Promotions, Transfers, & Separations

#### Welcome and congratulate our employees with the City of Oak Harbor:

- Zenger, Tyler, rehire employee, Streets Specialist I, effective November 3rd
- Connor, Chris, separation from employment, Revenue and Performance Analyst, effective November 6th
- Masie, Josiah, new employee, Parks Specialist I, effective November 10th
- Hjelvik, Erlend, rehire employee, Parks Specialist I, effective November 17th
- Tilghman, Joseph, new employee, Accountant, effective November 17th

Kuebler, Teresa, separation from employment, Police Support Officer (PSO), effective November 21st  
 Popham, Heidi, separation from employment, Intern Development Services, effective November 26th

**Staffing Summary**

Employee workforce summary based on employment status.

<b>Totals as of November:</b>	<u>172</u>
Temporary/Seasonal	0
Elected Officials	8
Part-Time	10
Full-Time	154
Total # of Hires:	4
Total # of Changes:	0
Total # of Separations:	3

**Wellness Committee & WellCity Standards**

The Wellness Committee monthly meeting was held on November 12, 2025.

The next Wellness Committee monthly meeting is scheduled for December 17, 2025.

The City has achieved the 50% participation requirement for the Well City Standards, we're at 55%:

**Health Central: Redeem points for the \$35 AWC Wellness Reward by December 31, 2025.**

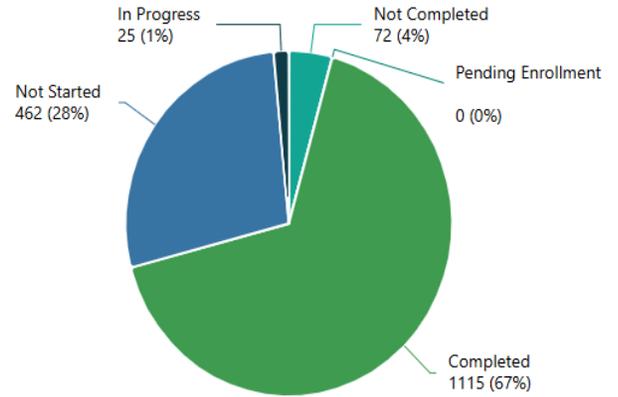
	<b>Eligible</b>	<b>Total Registered</b>	<b>Percent Registered</b>	<b>\$35 Wellness Reward Redeemed</b>	<b>% \$35 Wellness Reward Redeemed</b>
<b>Employees</b>	156	131	84%	86	55%

*last update 12/8/2025*

## Training, Development, and Performance Management Program Performance

### Learning Management System (LMS) Course Activity

Courses not started	462	■ Not Started
Courses in-progress	25	■ In Progress
Courses completed	1115	■ Completed
Courses not completed	72	■ Not Completed
Courses pending	0	■ Pending Enrollment
<b>TOTAL Enrollments</b>	<b>1674</b>	

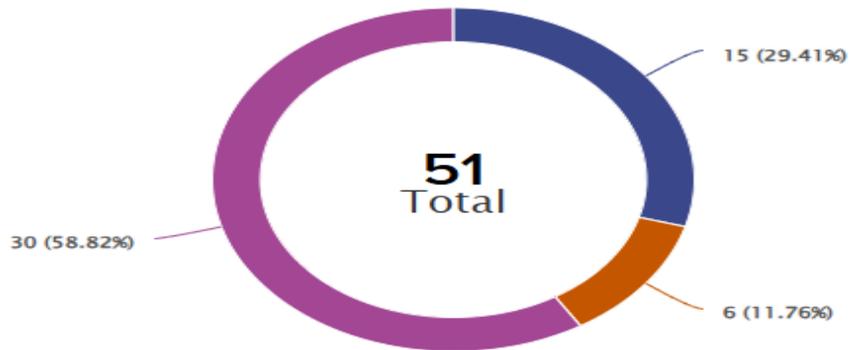


### Performance Management System (PMS) Evaluation Activity

#### Active Evaluation

- Approval
- Rating
- Before Ratings
- Draft

**39**  
 Evaluations Past  
 Due Date



## Risk Management Program Performance

### Workers' Compensation (Safety)

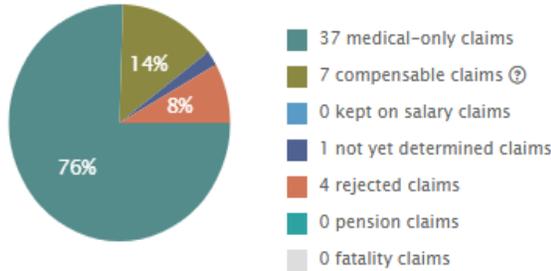
Labor & Industries (L&I) 2026 proposed rates for workers' compensation premiums proposed increase of 4.9%. L&I 2026 proposed experience rating calculation is a negative impact, increasing to .8450 from .7541 for 2025. The Central Safety Committee quarterly meeting was held on November 20, 2025.

#### Reported to Human Resources for November 2025:

Accidents or Injuries	1
Incidents or Near Misses	1
Exposures	0

### Workers' Compensation Claims

49 claim(s) over the last 5 years [View claims older than 5 years](#)



**\$185,484.42**

Actual claim costs



	2022	2023	2024	2025
# Claims:	30	20	26	28
Actual Costs:	\$123,589	\$46,824	\$30,353	\$14,959
Current Losses:	\$212,654	\$120,768	\$92,750	\$335,617

# Monthly Department Report

## Parks & Recreation

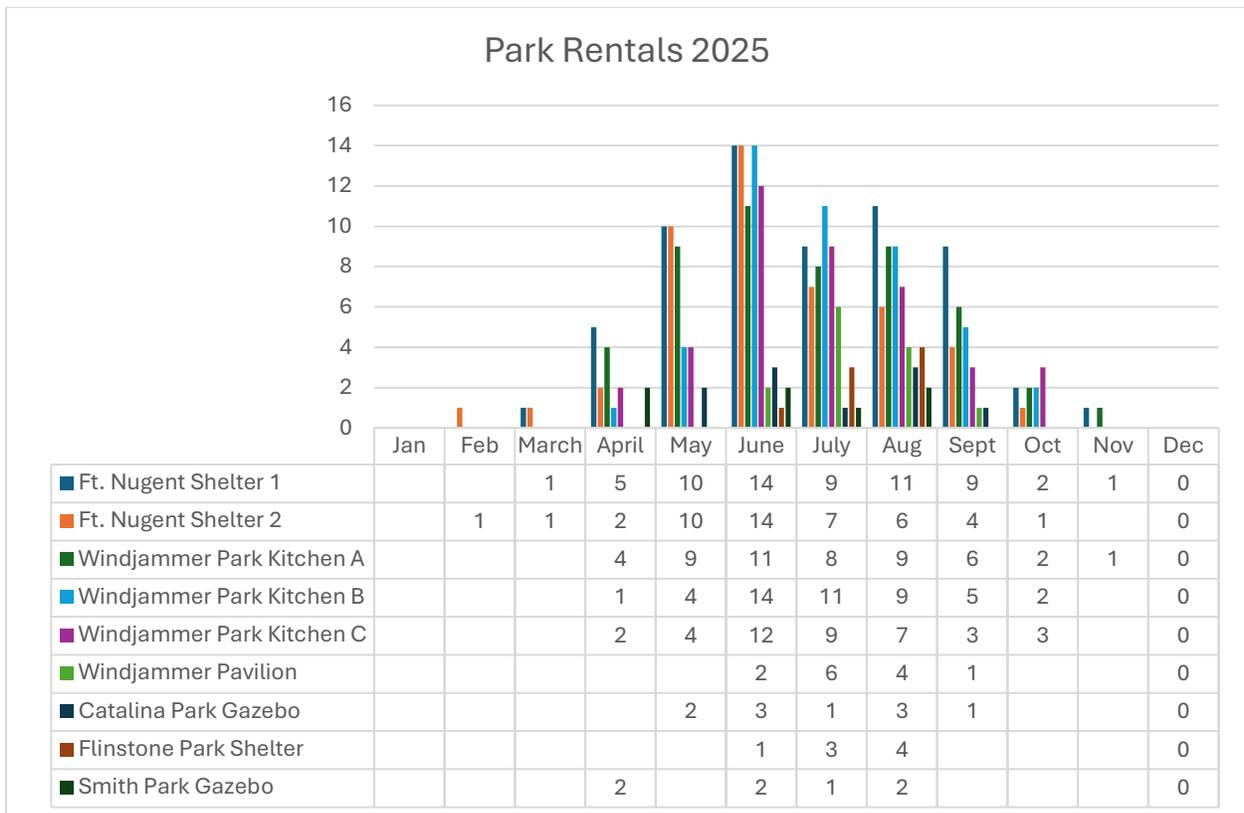
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January 2026



# Parks

## Facility Rental Summary



Facility	Revenue 2025
Ft. Nugent Shelter 1	\$ 3,000
Ft. Nugent Shelter 2	\$ 2,250
Windjammer Park Kitchen A	\$ 4,950
Windjammer Park Kitchen B	\$ 3,400
Windjammer Park Kitchen C	\$ 2,850
Windjammer Pavilion	\$ 2,600
Catalina Park Gazebo	\$ 500
Flinstone Park Shelter	\$ 400
Smith Park Gazebo	\$ 325
<b>Total Park Facility Rentals</b>	<b>\$ 20,275</b>

\* No rentals for December

## Park Projects Update

---

### Freedom Park



- Work continued at Freedom Park as Phase 1 came to an end. Fairways for 10 of the 11 holes located on the southern half of the property have been established along with a second review done by the course designer, Eric McCabe.
- Chipping/mulching of downed debris will happen when access with the tractor and chipper permits. Heavy rains have saturated the soil making access difficult.



### Tree Inventory/UFMP

- The tree inventory process was completed and the data sent to PlanIT Geo for review.
- The next phase of the Tree Surveys was implemented and reviewed with a roll out date of Jan 2026.

The GIS based canopy analysis wrapped up in Dec and submitted to the review team for analysis which will lead to the next steps in the Urban Forestry Management Project.

### PD Garry Oak Tree

- Pruning of the largest Garry oak located on the Police Department property for roof and building clearance. A roof clearance of 25' was established by selectively pruning larger limbs to reduce end-weight and encourage growth away from the building.
- After the pruning was complete a series of cables (rope) was installed throughout the





canopy. The intent of the cabling system is to add stability to the canopy during weather events by limiting the shock stress cause by erratic winds and extra weight from ice and snow.

- Extremely low-impact straps are placed around the stems and 5/8" rope is then spliced to the straps. The rope then extends strategically through the canopy to selected anchor points and then spliced to the terminating strap located on the other side of the tree's canopy. If a limb over the roof should fail, the rope and strap should keep it from falling onto the building.
- The next phase of this assignment will be a Tree Risk Assessment which should add more information on the overall health and risk factors associated with this Garry oak.

### PD Shooting Range Retention Basin Cleanup

- As requested from Chief Slowik, our team removed small trees from the Retention basin located at the southern end of the newly acquired Shooting Range property on Goldie Rd. Small to medium sized Alder and Willow trees were growing in the basin and needed to be removed for building clearance and access to the basin for cleanout by our Storm Water Division.



### Wind Event Cleanup



- With the assistance of the Streets Department and Xfinity service crew, a large tree that had fallen over the road and on to communication wires was able to be removed from the road and cleared relatively quickly and Regatta was opened.
- Trees and limbs throughout the city were taken care of quickly by the Urban Forestry crew and the damage reported was very little.



## Fort Nugent Park Beautification

- Brush/tree/debris removal between the upper parking lot at Fort Nugent and Fort Nugent road.



- Mulch installation.



- Tree trimming and bush shaping.
- Removal of moss in the parking lots.



- Hand washed entrance sign.



### Windjammer Park Beautification

- West side entrance and parking lot- brush/debris removal throughout the drainage areas.





- Removal of old homeless camps and trash from within the thickets of brush.

### **Catalina Park**

- Removal of Holiday lights from the gazebo.

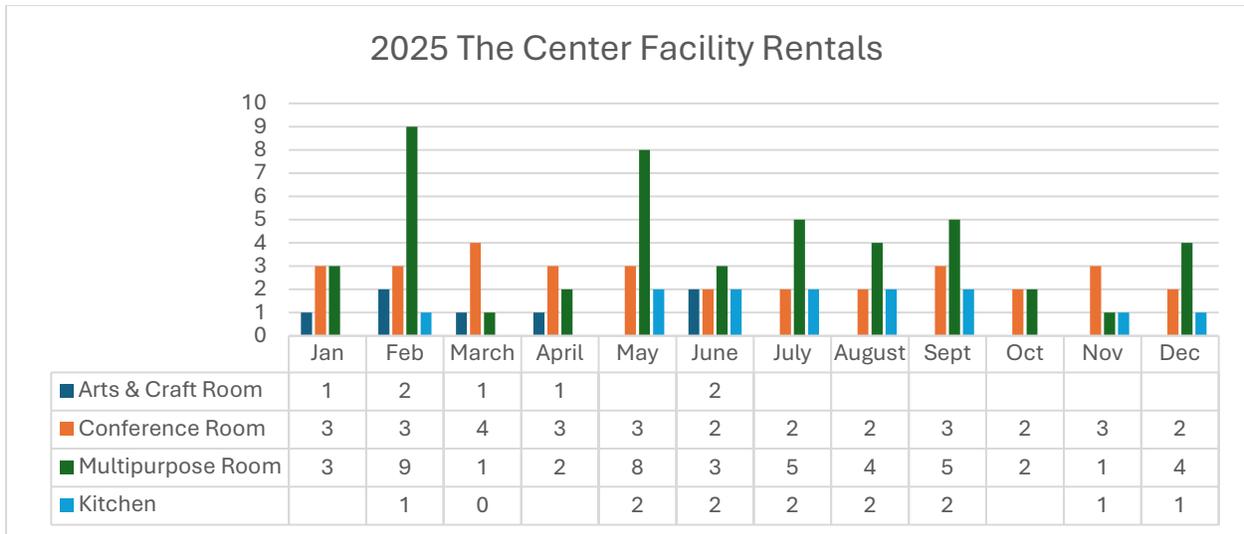
### **General**

- Limb and branch removal throughout parks due to numerous high windstorms.
- Playground inspections throughout the parks. Will be complete by Friday.
- Lock for the gate at Fort Nugent was replaced due to vandalism.
  - Parks readjusted the gate so it would close easier.



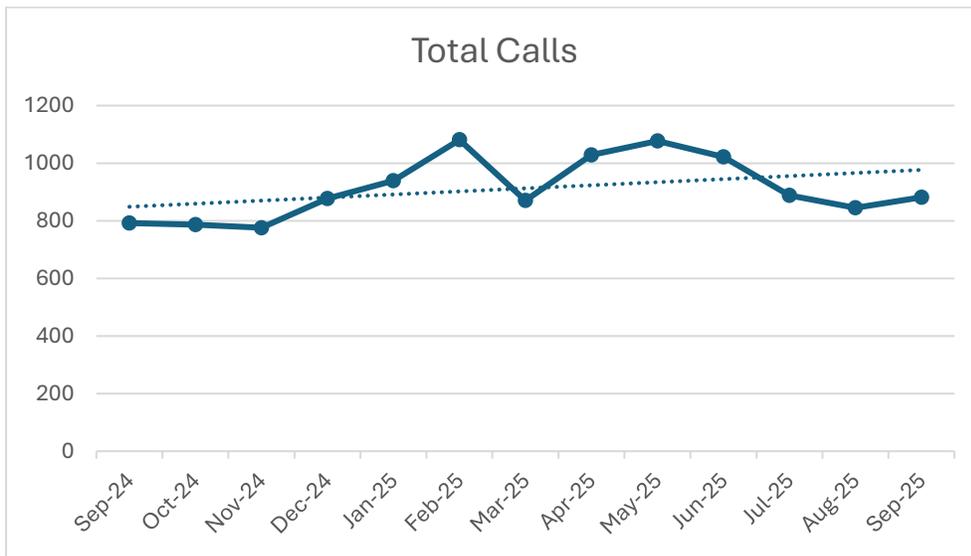
# Recreation

## The Center Facility Summary



Room	Revenue
Arts & Craft Room	\$ 328
Conference Room	\$ 2,554
Multipurpose Room	\$ 9,658
Kitchen	\$ 961
<b>Total</b>	<b>\$ 13,501</b>

## Ring Central Year in Review September 2024-September 2025



Yearly Averages	
Total Calls	908
Avg Daily Call Volume	30
Inbound Calls	650
Outbound Calls	262
Missed Calls %	49
Inbound %	71
Outbound %	29

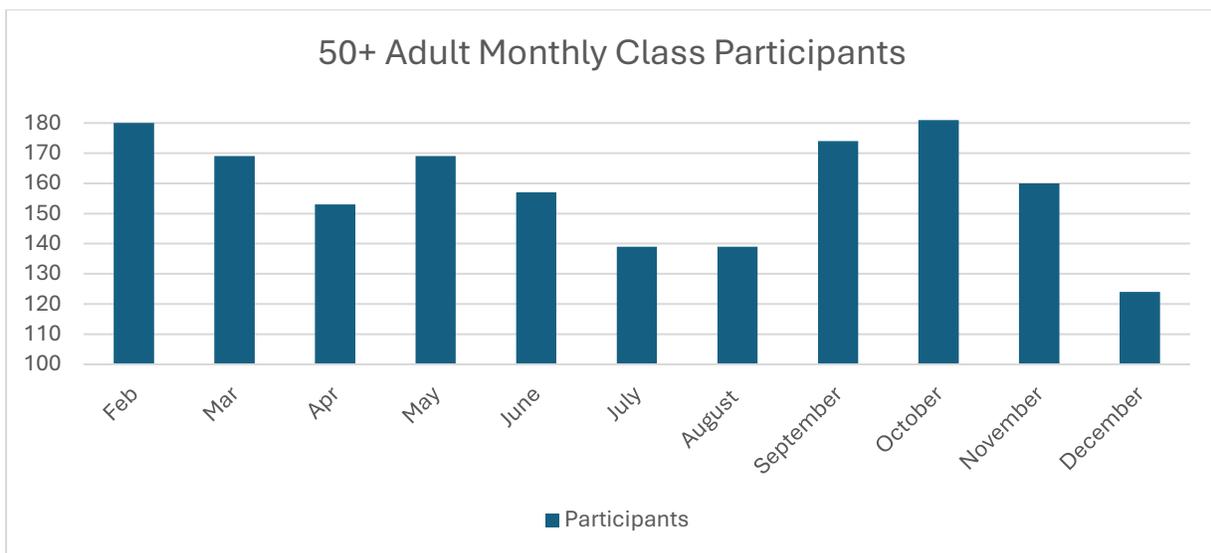
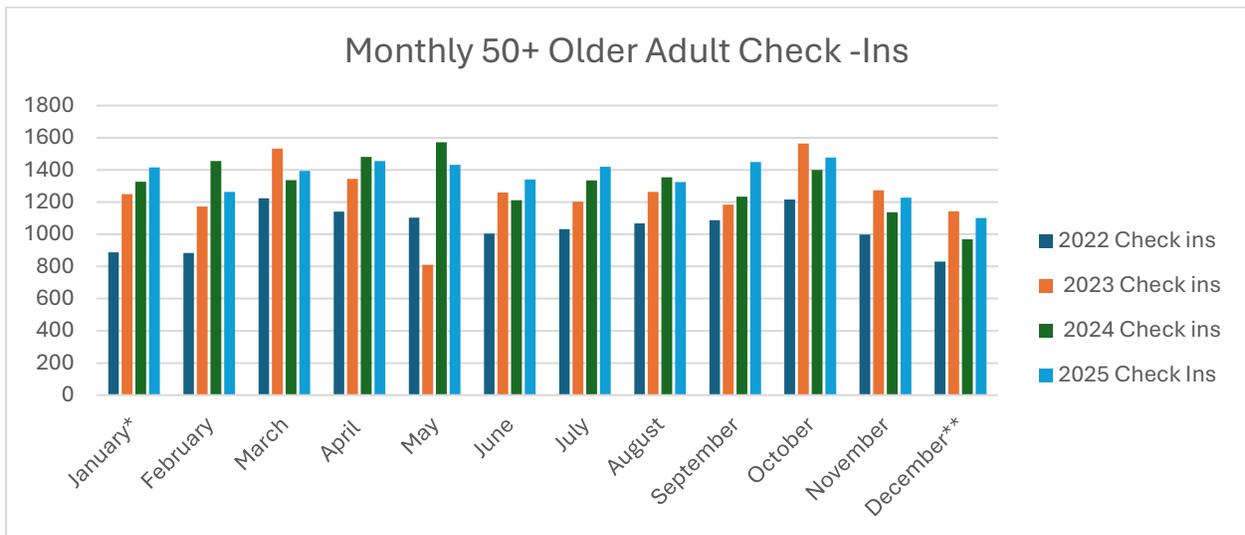
**Average of 780+ calls per month, showing consistent resident engagement.**

**Inbound calls make up 72% of total calls, demonstrating strong public contact.**

**Average handle time steady at ~2.5 minutes, showing efficient staff response.**

**Monthly call volume increased 4% year over year, showing growing use of the system.**

## Older Adult Programs



## December 2025 Older Adult Programs

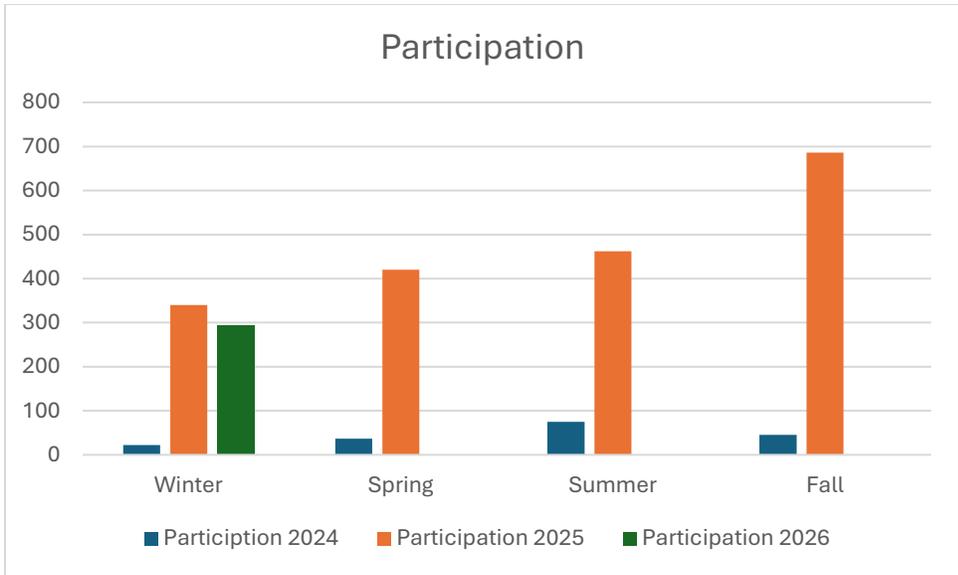
Program	Participation*	Revenue (Gross)
Dance Lesson	N/A	N/A
Enhance Fitness	37	\$1,007
Enhance Fitness (Low Impact)	20	\$559
Line Dance	19	\$367
Tai Chi	N/A	N/A
Active Chair Yoga	22	\$472
Yoga	26	\$560

\*Individuals registered including those with insurance reimbursement (not counting repeat drop-ins)

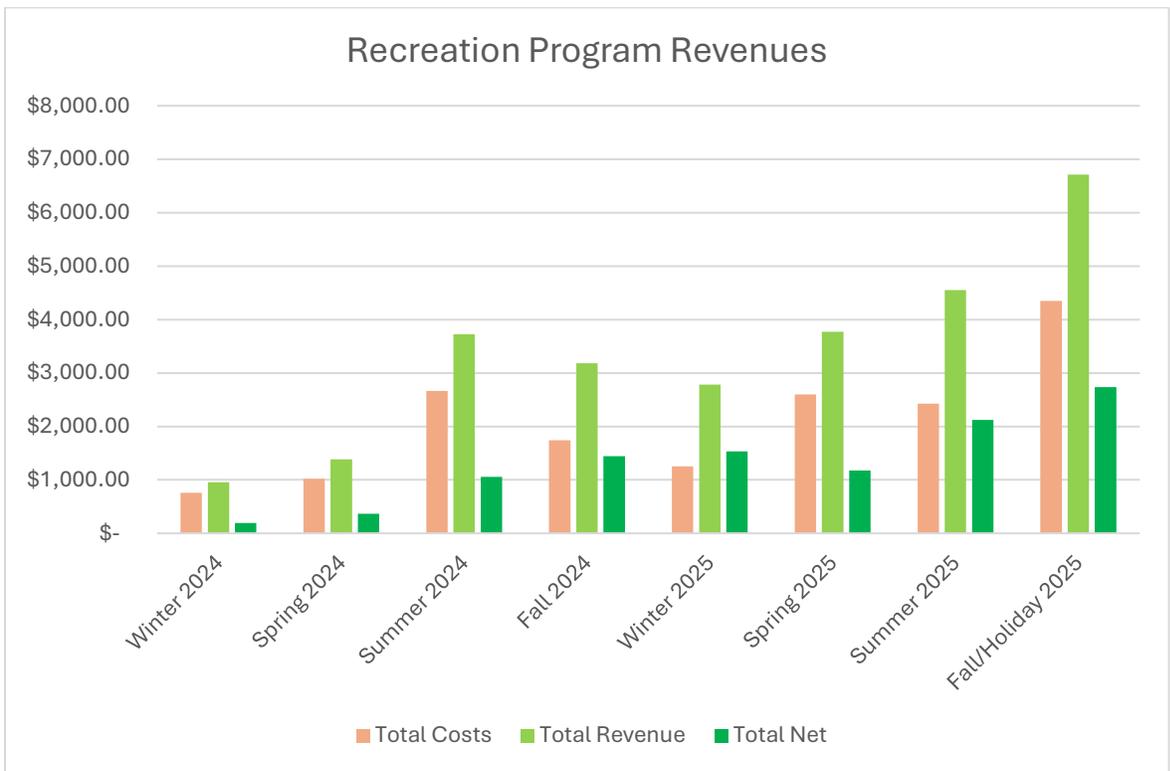
## Youth and Adult Programs



\*2026 Registration is still underway and numbers will increase



\*2026 Registration is still underway and numbers will increase



## Recreation Highlights

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### Holiday Lunch

The Holiday Lunch was a sold-out event. Staff prepared ham, potatoes, green beans, and salad. Everyone had a great time and there was a visit from Santa & Mrs. Claus.



### Gift of Connections for Seniors

The program was a huge success and we are thankful for all the community support and donation. 167 older adults received gifts from their wish list.



## AARP Tax Aide

AARP Tax Aide will be doing free income taxes at The Center on Wednesdays beginning February 4<sup>th</sup>. Appointments can be made online <https://calendly.com/centeroh/aarp-tax-aide>.

## 50+ Programs

Tai Chi taught by Becki Vettese is resuming on Tuesdays/Thursdays at 10 am. New, Yoga with Weights class taught by Maria McGee on Mondays/Wednesdays at 5:15pm.



Participants fill the room on the first Tai Chi class.

## Upcoming Event



*Annual 50+ Member Meeting & Luncheon*

**Wednesday, January 21 | 11:45 am**  
**The Center in Oak Harbor | 51 SE Jerome St.**

**Member of our 50+ program?**  
**Join us for lunch as a thank you for being a valued member!**

We also want to hear your thoughts on how the Oak Harbor Senior Center Foundation and the City of Oak Harbor Parks & Recreation can enhance our programs and services for older adults in our community. Your input is essential as we strive to elevate our offerings.

**Please pre-register.**



# Marina

Slip Occupancy						
Slip Size	Total Slips	Total Occupied	Total Vacant	Percent Occupied	# people on Wait list	1st person waiting since
24' Open	64	40	24	63%	Available	Available
24' Covered	44	30	14	68%	Available	Available
28' Covered	28	16	12	57%	Available	Available
28' Open	78	36	42	46%	Available	Available
32' Covered	32	15	17	47%	Available	Available
32' Open	32	29	3	91%	Available	Available
36' Covered	13	9	4	69%	Available	Available
36' Open	7	6	1	86%	Available	Available
40' C Dock	21	20	1	95%	Available	Available
40' F dock	52	38	14	73%	Available	Available
50' Covered	5	5	0	100%	8	Apr-22
50' Open	2	2	0	100%	14	Apr-23
S Dock	7	6	1	86%	-	-
Sideties (50'-70')	24	20	4	83%	Available	Available
<b>Totals</b>	<b>409</b>	<b>272</b>	<b>137</b>	<b>67%</b>		

Nov-25	Total Slips	Total	Total Vacant	Percent Occupied
<b>Totals</b>	409	286	123	70%

Dec-24	Total Slips	Total	Total Vacant	Percent Occupied
<b>Totals</b>	409	317	92	78%

Storage Occupancy						
	Total spaces	Total	Total Vacant	Percent Occupied	# of people on Wait list	1st person waiting since
Storage units	94	88	6	94%	Available	Available
Parking Storage	99	72	27	73%	Available	Available

### Summary

\*14 more Occupied slips in November 2025 than October 2025

\*The overall occupancy of the marina was 67%

\* -3.4% Compared to Nov-25

\* -11% loss Compared to Dec-24

\*The average percentage of occupancy on each slip was 67%

\* -3.4% Compared to Nov-25

\* -11% loss compared to Dec-24

## Marina Monthly Revenue

SLS

	Oct-25	Nov-25	Nov-24
Moorage	\$80,167.11	\$73,884.16	\$74,385.52
Storage Unit	\$13,268.19	\$12,371.07	\$12,975.28
Fence line Storage	\$2,680.61	\$2,793.44	\$1,570.28
Guest Moorage	\$1,945.25	\$113.05	\$1,128.40
Ramp	\$727.74	\$377.20	\$60.00
Gasoline - Gallons	1456.093	763.884	827.061
Diesel - Gallons	5380.01	1567.376	1800.325
Total	<u>\$98,788.90</u>	<u>\$89,538.92</u>	<u>\$90,119.48</u>

## Marina Highlights

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### Marinas.com Boater Choice Award

Oak Harbor Marina received the Marinas.com Boater Choice Award for the fifth year in a row. This award is given to marinas that receive at least an average of a 4-star rating and a minimum of three reviews throughout the year. The Marina crew will be striving for the elite fleet award in 2026, meaning at least a 4.7-star rating and ten reviews (the Marina received this in 2024).



### Women's Exhaust Fan Replacement

Building two restrooms contain eight (8) vertical discharge exhaust fans that have since become obsolete and there is only one exhaust fan on the market that can be retrofitted into our current ducting. We have replaced about half of the fans.

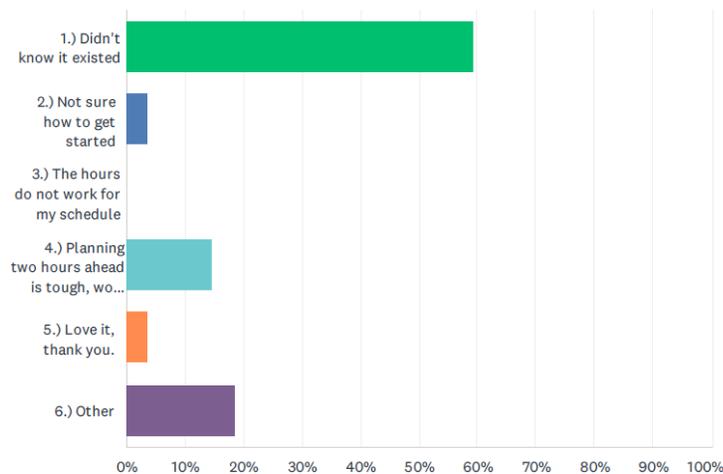


## Island Transit Survey

Marina staff sent a one-question survey to the tenants about the Island Transit On Demand Service at the Marina, listed below. Staff will be adding an article in the February tenant newsletter about the service as well as posting informational signage around the Marina.

### Q1 Island Transit On Demand Service at the Marina

Answered: 27 Skipped: 0



ANSWER CHOICES	RESPONSES
1.) Didn't know it existed	59.26% 16
2.) Not sure how to get started	3.70% 1
3.) The hours do not work for my schedule	0.00% 0
4.) Planning two hours ahead is tough, would like a regular stop	14.81% 4
5.) Love it, thank you.	3.70% 1
6.) Other	18.52% 5
TOTAL	27

## 12/16/25 Windstorm Damage Update

E dock: Marina crew partnered with Parks staff to create new piling hoops. The new hoops are to replace worn out or temporary hoops and not allow for as much movement on the dock. The through rods have been replaced and new whalers have been put in place. If Marina staff had used outside sources for the work, cost would have been about \$500/hoop replacement.



South F Dock: Staff are working on repairing any cap rail or railing issues. This is similar work to what was performed last spring. Adding reinforcements to panels to aid in stability.

### All Tenant Meeting



Harbormaster Henry, Parks and Recreation Director Brian Smith will be hosting an All-tenant meeting on Friday January 16 at 6:00p.m. The event will be recorded, and the purpose is to help us to get questions answered and inform about various marina updates. There will be a recap of the meeting in the February report.

### Coho Salmon

This year's batch of 30,000 Coho salmon will be arriving from Marblemount Hatchery on January 21, 2026, at 11:00 a.m. The delivery is open to the public but subject to change from the Hatchery. Photos to come in next report.

# Monthly Department Report

## Parks & Recreation

February 2026



# Parks

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## Facility Rental Summary

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\* No park rentals for January

## Park Projects Update

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### Pickleball Courts

- Project design and project manual is at 100% completion. The base bid for construction with tax and contingency is \$749,597. 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.
- Workshop discussion with City Council on additional/temporary installations to increase and provide play in the short-term. Staff will bring the item back with design options and costs next month.

### Windjammer Park Beautification

- West Parking Lot - Complete
  - Dead vegetation removal
  - Vegetation transplanting
  - Preemergent application
- Teachers Garden - Complete
  - Dead vegetation removal
  - Vegetation transplanting
  - Paver reinstallation
  - Landscape conversion
  - Installation of landscape boulders
  - Mulch installation
  - Preemergent application

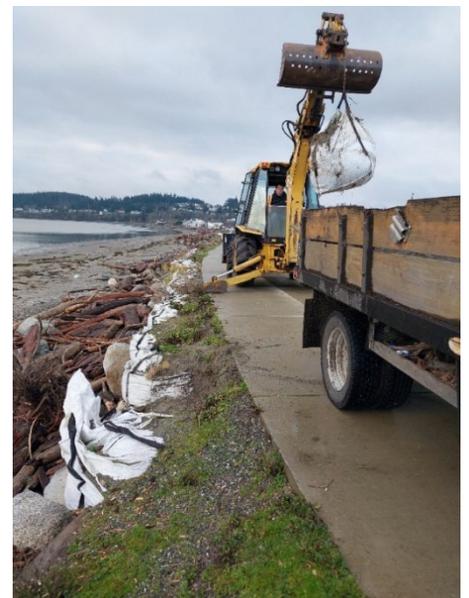


### Clean Water Facility – Detention Pond – Ongoing

- Vegetation removal
- Vegetation transplanting
- Installation of landscape boulders
- Mulch installation

## Windjammer Park Erosion Control

- Five New erosion bags were replaced near the Rotary Bridge in Windjammer Park. Bags had minor damage caused from debris during storm surges. Soil integrity underneath bags and on the shoreline does not seem to be deteriorating.



## Windjammer Park – Loos 3 & 4



- Plumbing clog in loos 3 and 4, toilets to overflow
- Facilities lent Parks the use of their electric drain snake to remove the clog
  - Multiple attempts were made to remove the clog
    - Successful removal of many flushable wipes, but the clog was persistent
  - Stormwater assisted in the removal of the clog with their jetter and camera truck.
    - Successfully removed a pile of waste responsible for the clog
- Many flushable wipes were seen in the debris that was unclogged
- Camera truck showed a belly in the pipe at the connection from the loos to the mainline
  - Stormwater will add this line to their monthly cleanout schedule

## Beeksma Holiday Light Removal

- Removal of holiday lights from the Beeksma landscaping.
  - Parks staff in conjunction with the Streets Department and the bucket truck

## Kinnebrew Art Installation

- Cynthia Mason and Brandon Cable have a meeting scheduled with Valdez Construction to confirm location and positioning for the 3 Totem and Gate of Inspiration installations
  - Will be an on-site meeting to view the art pieces and each installation location

## Urban Forestry

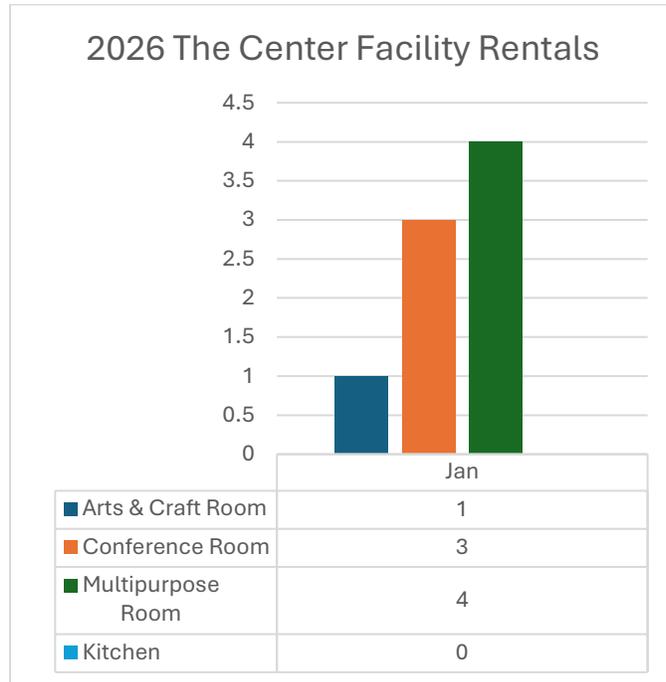
- Fort Nugent Fenceline Clearing
  - Removed leaning and hazard trees along the fenceline
- Freedom Park
  - Continued clearing fairways for disc golf trails
    - Approximately 40%
  - Continued installation of walking trails
    - Perimeter trail established
      - Working on single track trails
  - Continued installing chips from the fallen debris onsite to reincorporate spoils from the property
  - Planning for volunteer events in the spring/summer to install native trees



- Continued Arborist Training
  - Climbing in both SRS and MRS for tree access utilizing rope and saddle
  - Spur access for tree removal
  - Tree planting and selection techniques
  - Greyson Clements is studying to take his ISA Arborist exam
    - Hoping to schedule in the Summer
- Ongoing UFMP Strategizing
  - Multiple meetings with PlanIT Geo to work on public outreach strategies and priority focus for the Master Plan
  - Tree inventory completed and sent to PlanIT Geo for review
    - Some data discrepancies were discovered by PlanIT and will be corrected

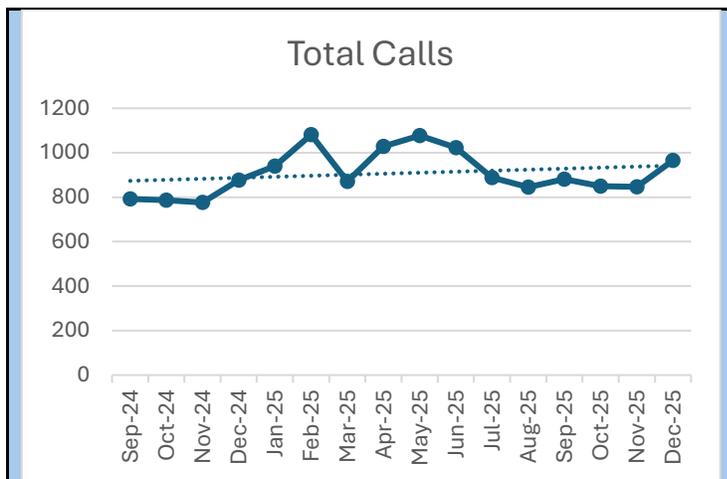
# Recreation

## The Center Facility Summary



Room	Revenue
Entire Facility	\$ 562.50
Arts & Craft Room	\$ 22.50
Conference Room	\$ 292.50
Multipurpose Room	\$ 804.50
Kitchen	\$ -
<b>Total</b>	<b>\$ 1,682.00</b>

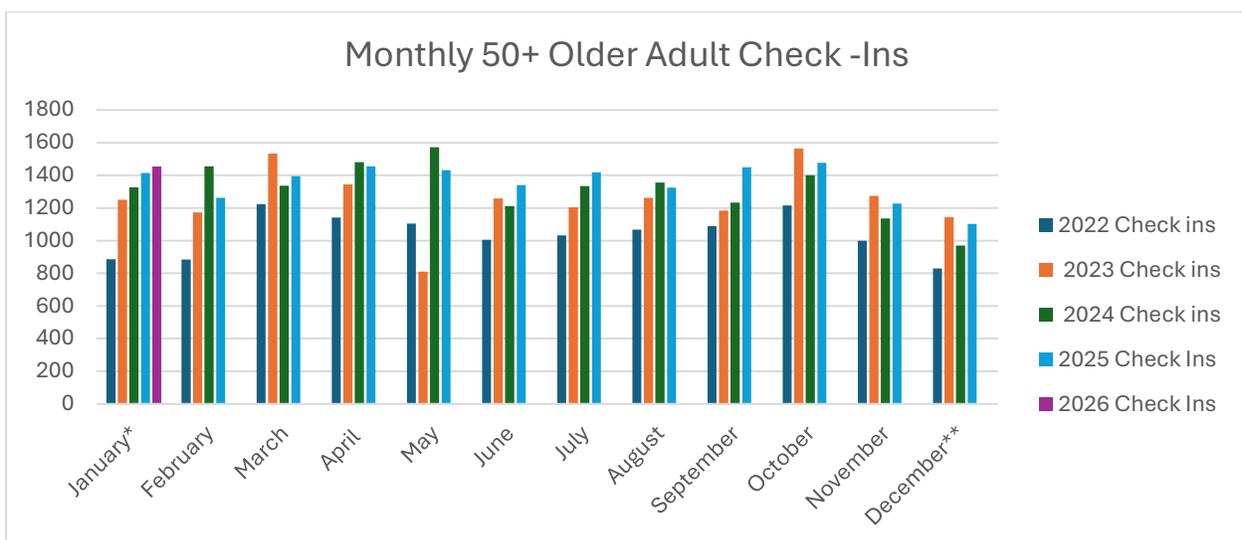
## Ring Central Year in Review

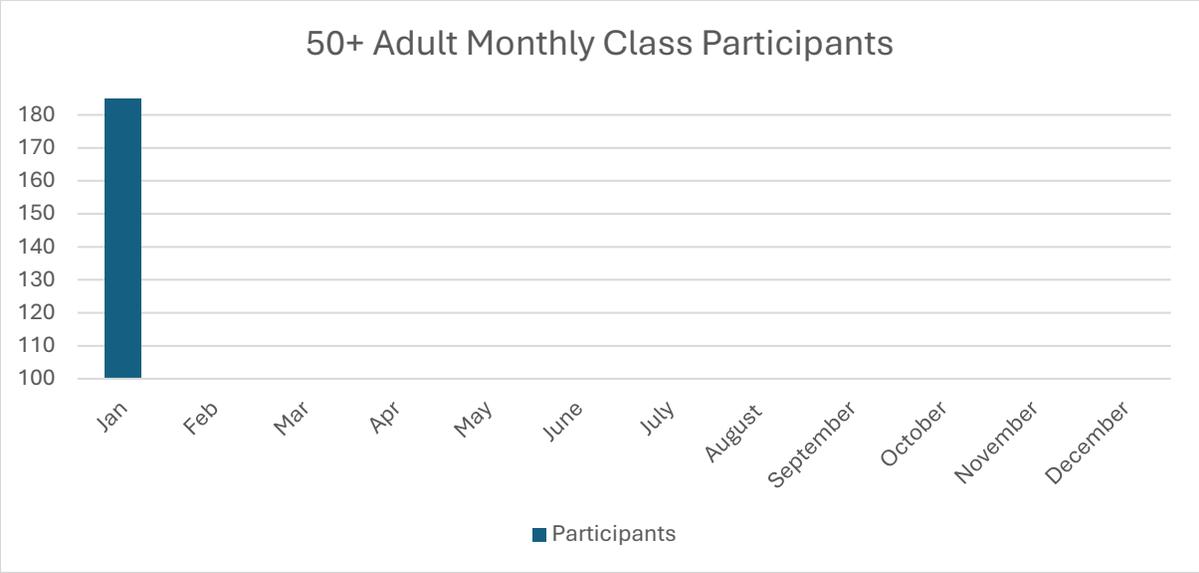


Yearly Averages	
Total Calls	908
Avg Daily Call Volume	30
Inbound Calls	650
Outbound Calls	262
Missed Calls %	49
Inbound %	71
Outbound %	29

**Average of 780+ calls per month**, showing consistent resident engagement.  
**Inbound calls make up 72% of total calls**, demonstrating strong public contact.  
**Average handle time steady at ~2.5 minutes**, showing efficient staff response.  
**Monthly call volume increased 4% year over year**, showing growing use of the system.

## Older Adult Programs





**January 2026 Older Adult Programs**

<b>Program</b>	<b>Participation*</b>	<b>Revenue (Gross)</b>
Clogging	5	\$70
Dance Lesson	15	\$226
Enhance Fitness	43	\$575
Enhance Fitness (Low Impact)	25	\$750
History Class Winter Session	14	\$577
Line Dance	23	\$388
Tai Chi	29	\$545
Active Chair Yoga	22	\$473
Yoga	24	\$620
Yoga with Weights	15	\$310

\*Individuals registered including those with insurance reimbursement (not counting repeat drop-ins)

## Youth and Adult Programs

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\*2026 Registration is still underway and numbers will increase

## Recreation Highlights

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### AARP Tax Aide

AARP Tax Aide will be doing free income taxes at The Center on Wednesdays beginning February 4<sup>th</sup>. Appointments can be made online <https://calendly.com/centeroh/aarp-tax-aide>.

### 50+ Programs

The All-Member Meeting in January drew over 50+ members. Brian Smith gave a great update for the Parks & Recreation Department and Duncan Chalfant spoke for the Oak Harbor Senior Center Foundation.



The travel program sent a group to visit the Museum of Glass in Tacoma at the end of January. They experienced a tour of the museum and got to view artists blowing glass. The next trip is scheduled for February 15<sup>th</sup> to the Paramount Theater to see The Wiz.

Retired pediatrician, Ted Mihok gave an excellent presentation on foot health for the January Lunch Social sponsored by the Oak Harbor Senior Center Foundation.



Tuesday March 3 at 10 AM Collette representative, Toni Ray-Ingram will be giving a presentation about the upcoming extended travel trips to Norway and Scotland.

**DISCOVER HIGHLIGHTS OF NORWAY**  
**AUG 9-17, 2026 • 9 DAYS, 12 MEALS**  
**Dbl price pp \$5,929 • Sng price pp \$7,029**

Venture to a place where crashing ocean meets craggy mountains, forging the natural majesty of the Norwegian fjords. From Bergen to Oslo, you'll be awestruck by the grandeur of Norway.

Bergen • Nordfjord Folk Museum • Geirangerfjord Cruise  
 Loen Skylift • Borgund Stave Church  
 Flåm Railway • Oslo

**SCOTLAND DISCOVERY**  
**SEPT 19-28, 2026 • 10 DAYS, 15 MEALS**  
**Dbl price pp \$5,429 • Sng price pp \$6,529**

From its rugged sea-sprayed islands to its stately castles layered in history. Scotland awaits. Discover a land of rolling green Highlands, friendly sheepdogs, and historic castles.

Bagpipe Demonstration • Whisky Tasting  
 Isle of Skye • Loch Ness • Orkney Islands  
 Dunrobin & Edinburgh Castles  
 Scottish Cooking Demo  
 Sheepdog Demo

**Upcoming Dance Lesson Sessions**

East Coast Swing: February 9 & 23 | 6:30-8 pm | \$14 for 50+ members, \$30 for all others  
 Waltz: March 9 & 23 | 6:30-8 pm | \$14 for 50+ members, \$30 for all others

Clogging is back!

Feb 5 & 26 | 11:15 am – 12:15 pm | \$14 for 50+ members, \$30 for all others  
 March 5 & 26 | 11:15 am – 12:15 pm | \$14 for 50+ members, \$30 for all others

## Advance Planning & End-of-Life Options

Presented by End-of-Life Washington

April 13 | 2-3:30 pm

A representative from End-of-Life WA will review how to prepare and complete an Advance Directive, how to choose a Health Care Agent if you can't speak for yourself, and what choices are legal and accessible to die on your terms in Washington State. After attending this session, we hope you'll feel more comfortable talking to the people you trust with your care about your end-of-life wishes.

Lunch Social: Registered Dietitian, Rosa Brown, Island Health

April 22 | 12 pm. Free for 50+ members, \$15 for all others. Please pre-register.

## Upcoming Events



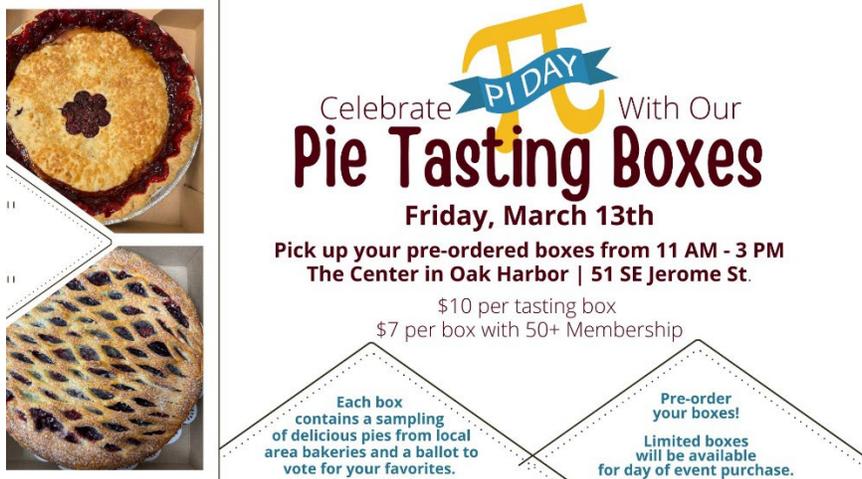
Pre-Order Your Curated  
**VALENTINES GRAM**  
*Treat boxes*

**ORDER ONE FOR YOU AND ONE FOR A FRIEND!**  
Small treat box for 1-2 people \$10  
Large treat box for 2-4 people \$18  
\$2 off each box with your 50+ Membership

Want it delivered on Valentine's Day to someone in Oak Harbor?  
Delivery \$5 per location.

Treat boxes will be available for pick up at The Center in Oak Harbor on Friday, February 13th between 10AM - 3PM

Example photos of previous year's small and large treat boxes. Contents subject to change each year, always a delicious surprise.



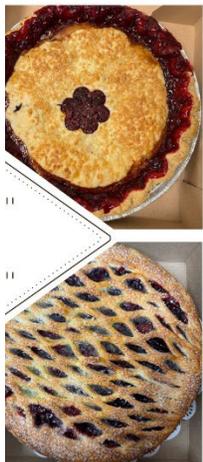
Celebrate **PI DAY** With Our  
**Pie Tasting Boxes**  
Friday, March 13th

Pick up your pre-ordered boxes from 11 AM - 3 PM  
The Center in Oak Harbor | 51 SE Jerome St.

\$10 per tasting box  
\$7 per box with 50+ Membership

Each box contains a sampling of delicious pies from local area bakeries and a ballot to vote for your favorites.

Pre-order your boxes!  
Limited boxes will be available for day of event purchase.



# Marina

## Slip Occupancy

Slip Size	Total Slips	Total Occupied	Total Vacant	Percent Occupied	# of people on Wait list	1st person waiting since
24' Open	64	40	24	63%	Available	Available
24' Covered	44	32	12	73%	Available	Available
28' Covered	28	12	16	43%	Available	Available
28' Open	78	35	43	45%	Available	Available
32' Covered	32	11	21	34%	Available	Available
32' Open	32	27	5	84%	Available	Available
36' Covered	13	9	4	69%	Available	Available
36' Open	7	6	1	86%	Available	Available
40' C Dock	21	19	2	90%	Available	Available
40' F dock	52	36	16	69%	Available	Available
50' Covered	5	3	2	60%	8	Apr-22
50' Open	2	2	0	100%	14	Apr-23
S Dock	7	6	1	86%	–	–
Sideties (50'-70')	24	20	4	83%	Available	Available
<b>Totals</b>	<b>409</b>	<b>258</b>	<b>151</b>	<b>63%</b>		

<u>Dec-25</u>	<u>Total Slips</u>	<u>Total</u>	<u>Total Vacant</u>	<u>Percent Occupied</u>
<b>Totals</b>	409	274	135	67%

<u>Jan-25</u>	<u>Total Slips</u>	<u>Total</u>	<u>Total Vacant</u>	<u>Percent Occupied</u>
<b>Totals</b>	409	304	105	74%

## Storage Occupancy

	<u>Total spaces</u>	<u>Total</u>	<u>Total Vacant</u>	<u>Percent Occupied</u>	<u># of people on Wait list</u>	<u>1st person waiting since</u>
<b>Storage units</b>	94	86	8	91%	Available	Available
<b>Parking Storage</b>	99	68	31	69%	Available	Available

## Summary

\*16 less Occupied slips in January 2026 than December 2025

\*The overall occupancy of the marina was 63%

\* -3.9% Compared to Dec-25

\* -11% loss Compared to Jan-25

\*The average percentage of occupancy on each slip was 63%

\* -3.9% Compared to Dec-25

\* -11% loss compared to Jan-25

Marina Monthly Revenue			
	Dec-25	Jan-26	Jan-25
Moorage	\$74,019.58	\$76,066.04	\$73,018.11
Storage Unit	\$12,252.39	\$12,136.00	\$13,107.36
Fence line Storage	\$2,518.29	\$2,025.73	\$1,661.97
Guest Moorage	\$1,447.20	\$1,887.30	\$444.60
Ramp	\$390.44	\$220.44	\$176.00
Gasoline - Gallons	1941.198	1918.998	70.472
Diesel - Gallons	2942.568	1721.287	804.075
<b>Total</b>	<b>\$90,627.90</b>	<b>\$92,335.51</b>	<b>\$88,408.04</b>

### Marina Highlights



January guest moorage reservations increased from January 2025 to January 2026 by 125% (the previous value was 4 and the new value is 9). 😊 The Marina had 999 individual reservations in 2025 and has a goal of at least 1,000 in 2026.

### All-Tenant Meeting

The All-tenant meeting was held on January 16, 2026, with 35 people in attendance including Mayor Pro-Tempore Hizon and Councilmembers Armes and Peterson. There were 25 different questions/suggestions either previously submitted or brought to the floor that night. An exit survey was presented asking three questions: a) Where do you prefer to get

information about the Marina? B) How often would you like to see the Marina Tenant Meetings held? C) Was there a question or idea that you could not share/get answered tonight that you would like to share? 14 surveys were returned, information preference was 71% for email; frequency was 57% for quarterly and a few additional ideas like a moving the MAC meetings to nights or weekends, a volunteer squad to assist around the Marina, support for commercial users of the Marina, and more information on the recycling station brought up by Darwin Christopherson. The video can be seen on the City's YouTube channel.



### Marina Signage

Marina staff has created/ordered various signage around the Marina to aid in enforcement and use of amenities like the “doggy dockloo” area on F dock. The doggy dockloo area sign was hand drawn/painted and a great way to share do’s and don’ts in a fun way. (No, the dog sign is not crooked, it is the only thing straight on the building, lol)



## G-03 Whaler



The crew undertook a larger scale whaler (the wood on the outside of the cement float holding the cement cells together) replacement along the main walkway. This section was damaged to the point of the Marina not being able to place boats in its location. This repair was more difficult due to proximity of the thru rods, utility line placement along the outside edge and that the thru rods were stacked on top of each other not a single more in the middle of the dock. The installation itself took the maintenance team 2 ½ days to complete but is now safe dockage for larger vessels.

## Fuel Dock Updates

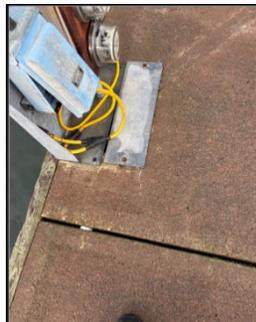
The Marina fuel dock sold over 150,000 gallons of fuel in 2025 and is the only impression some boaters receive of the Oak Harbor Marina. Staff are working on replacing and/or repairing a few items to ensure the visit is safe and pleasant. Crew has already replaced the fender wheel on the South side, added a new board for the background of the waste rinse down hose and replaced the hand sanitizer dispenser, replaced the hose bib and water hammer arrestor (due to freezing conditions during week of January 26, 2026). Repairs coming soon will include but not limited to new signage, replacement of structural timber between the cement floats, utility board replacement, replacement of pump out valve door cover.



## Electrical Safety



The Marina is implementing an electrical preventative maintenance program, aligning with current electrical code requirements. Some items that have been identified and repaired include but are not limited to: replacing broken conduit on S dock in a manner that allows for movement of the dock, replacing receptacle on F dock to allow for better connection of the tenant's shore cord, checking a receptacle on S dock, reattaching vault covers (D-01 & D-02) not allowing for access to live wires, placement of a meter on A-17 to allow access to shore power for both tenants at the same pedestal. There is currently work to extend the life to some of the transformer housing and smaller, metal power pedestals.



## Water Rescue

Duncan McPhee and Dannie Ledgerwood performed a quick, efficient water rescue for a Marina tenant on January 28, 2026, around 2pm. The tenant was working on their back deck, and in a quote from him “I was on the deck one minute and off the deck the next. My footing was a little slippery”. The crew heard something that wasn't quite right, stopped what they were doing and then heard the calls for help. The staff was able to assist by pulling the ladder from owner's swim step and guided him as he climbed out on his own. The crew contacted his spouse to bring dry clothes and to ensure he wasn't alone right after. The staff acted swiftly, effectively and as trained and this was the best outcome possible. It is a sobering reminder for all who use the Marina and how quickly things can change.



## OAK HARBOR POLICE DEPARTMENT JANUARY 2026

CLASSIFICATION	CALLS
CALLS FOR SERVICE	912
MISDEMEANOR ARRESTS	69
FELONY ARRESTS	14
TRAFFIC – INFRACTION	44
TRAFFIC - CRIMINAL	9
TRAFFIC - STOPS	348
ANIMAL CALLS	45
ASSAULT PHYSICAL & DOMESTIC VIOLENCE	40
ASSIST PUBLIC	80
BURGLARY	2
CIVIL	17
COURT ORDER VIOLATION	10
DEATH INVESTIGATION	1
DISORDERLY/TRESPASS/MENTAL HEALTH	100
RAPE	1
SUICIDE THREAT	11



## OAK HARBOR POLICE DEPARTMENT DECEMBER 2025

CLASSIFICATION	CALLS
CALLS FOR SERVICE	873
MISDEMEANOR ARRESTS	55
FELONY ARRESTS	11
TRAFFIC – INFRACTION	34
TRAFFIC - CRIMINAL	5
TRAFFIC - STOPS	245
ANIMAL CALLS	42
ASSAULT PHYSICAL & DOMESTIC VIOLENCE	46
ASSIST PUBLIC	67
BURGLARY	5
CIVIL	24
COURT ORDER VIOLATION	8
DEATH INVESTIGATION	1
DISORDERLY/TRESPASS/MENTAL HEALTH	104
RAPE	0
SUICIDE THREAT	6



## OAK HARBOR POLICE DEPARTMENT NOVEMBER 2025

CLASSIFICATION	CALLS
CALLS FOR SERVICE	928
MISDEMEANOR ARRESTS	61
FELONY ARRESTS	8
TRAFFIC – INFRACTION	33
TRAFFIC - CRIMINAL	1
TRAFFIC - STOPS	197
ANIMAL CALLS	48
ASSAULT PHYSICAL & DOMESTIC VIOLENCE	48
ASSIST PUBLIC	67
BURGLARY	9
CIVIL	24
COURT ORDER VIOLATION	6
DEATH INVESTIGATION	3
DISORDERLY/TRESPASS/MENTAL HEALTH	126
RAPE	1
SUICIDE THREAT	17

**Monthly Department Report  
February 24, 2026**



**PUBLIC WORKS DEPARTMENT**

Reporting Period January 1- January 31, 2026

<b>STREETS</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Tree/Brush Trimming/Weeding ROW/Debris Pickup	Hours	25		
Street Light Maintenance & Repair	Hours	49	Includes light maint and removing snowflakes on Midway	
Painting and Striping	Hours	0		
Sign Fabrication/Repair/Installation/Cleaning	Hours	12		
Pedestrian and Signal/School Flashers/In Road Inspections/RRFB	Hours	32		
Special Events	Hours	0		
Patching/Pothole Repair/Shoulders	Hours	106	25 buckets of coldmix and 8 tons of asphalt and prep hrs	
<b>WATER</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Gallons Processed (City)	Gallons	39,627,424		
Gallons Processed (Navy)	Gallons	13,575,000		
Gallons Produced (Wells)	Gallons	48,107		
Average Gallons Consumed/Day (City)	Gallons	1,278,304		
Water Service Requests	Each	271		
After Hour Call Outs	Each	11		
Samples (Coliform)	Each	25		
Samples (Chlorine, PH, Temp)	Each	76		
Average Chlorine Residual	mg/L	0.94		
Backflow Assemblies Tested	Each	56		
Water Main Leaks	Each	0		
<b>CLEAN WATER FACILITY</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
DMR Flow	Million Gallons	71.70		
NPDES Permit Compliant	Yes/No	yes	submitted 2/5/26	
Bio-Solids	Dry Tons	27.60		
<b>WASTEWATER COLLECTIONS/STORM DRAIN</b>	<b>METRIC</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>
Catch Basin Inspections	Each		192	
Street Sweeping	Hours		361	
Grease Traps Inspections	Hours		16	
Storm Water Inspections	Hours		82	
Source Control Inspections	Hours		45	
<b>SOLID WASTE</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Solid Waste Collection-Residential	Tons	390.84		
Solid Waste Collection-Commercial	Tons	405.00		
Yard Waste Collection	Tons			
Recycling Collection	Tons	96.54		
Residential Requests for Large Item Pickup or Special Requests	Yards	16.00		
<b>EQUIPMENT RENTAL</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Unleaded Fuel	Gallons	2215		
Diesel Fuel	Gallons	3717		
Average Cost of Unleaded	Per Gallon	\$3.69		
Average Cost of Diesel	Per Gallon	\$4.16		
Number of Vehicles in Fleet	Each	97		
Number of Equipment in Fleet	Each	128		
<b>EQUIPMENT RENTAL REPLACEMENTS</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Number of Replacements Completed	Each	0		
<b>TECH FUND</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Number of Replacements Completed	Each	0		
<b>SHOP FACILITY</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Labor Pool at City Hall	Hours	28.00		
Labor Pool at Police Department	Hours	6.00		
Labor Pool at Parks and Recreation	Hours	3.00		
Labor Pool at PW Divisions	Hours	4.00		
<b>ENGINEERING</b>	<b>UNITS</b>	<b>QUANTITY</b>	<b>COMMENTS</b>	
Permits Issued	EA	8		
Inspections Performed	EA			
Development Review	HR	68		
Archaeological Site Monitoring	EA			
Archaeological Site Reports	EA	2		
Active Capital Projects	EA	12		
Utility Locate Requests Responded To	EA	71		

## Monthly Department Report January 2026



### PUBLIC WORKS DEPARTMENT

Reporting Period December 1- December 31, 2025

STREETS	UNITS	QUANTITY	COMMENTS
Tree/Brush Trimming/Weeding ROW/Debris Pickup	Hours	70.5	Most of hours were from storm clean-up
Street Light Maintenance & Repair	Hours	16	
Painting and Striping	Hours	0	
Sign Fabrication/Repair/Installation/Cleaning	Hours	22	
Pedestrian and Signal/School Flashers/In Road Inspections/RRFB	Hours	23	
Special Events	Hours	16	
Patching/Pothole Repair/Shoulders	Hours	49	37 buckets used throughout city
WATER	UNITS	QUANTITY	COMMENTS
Gallons Processed (City)	Gallons	39,415,052	
Gallons Processed (Navy)	Gallons	13,444,000	
Gallons Produced (Wells)	Gallons	90,480	
Average Gallons Consumed/Day (City)	Gallons	1,271,453	
Water Service Requests	Each	282	
After Hour Call Outs	Each	10	
Samples (Coliform)	Each	25	
Samples (Chlorine, PH, Temp)	Each	77	
Average Chlorine Residual	mg/L	0.84	
Backflow Assemblies Tested	Each	39	
Water Main Leaks	Each	0	
CLEAN WATER FACILITY	UNITS	QUANTITY	COMMENTS
DMR Flow	Million Gallons	81.14	
NPDES Permit Compliant	Yes/No	Yes	Submitted 1/14
Bio-Solids	Dry Tons	23.69	
WASTEWATER COLLECTIONS/STORM DRAIN	UNITS	QUANTITY	COMMENTS
Catch Basin Inspections	Each	192	
Street Sweeping	Hours	151	
Grease Traps Inspections	Hours	13	
Storm Water Inspections	Hours	90	Storm Permit, Industrial Permit, Construction Permit
Source Control Inspections	Hours	24	
SOLID WASTE	UNITS	QUANTITY	COMMENTS
Solid Waste Collection-Residential	Tons	387.44	
Solid Waste Collection-Commercial	Tons	435.82	
Yard Waste Collection	Tons	16.38	
Recycling Collection	Tons	101.63	
Residential Requests for Large Item Pickup or Special Requests	Yards	16.00	
EQUIPMENT RENTAL	UNITS	QUANTITY	COMMENTS
Unleaded Fuel	Gallons	2132	
Diesel Fuel	Gallons	3473	
Average Cost of Unleaded	Per Gallon	\$3.47	
Average Cost of Diesel	Per Gallon	\$4.08	
Number of Vehicles in Fleet	Each	97	
Number of Equipment in Fleet	Each	128	
EQUIPMENT RENTAL REPLACEMENTS	UNITS	QUANTITY	COMMENTS
Number of Replacements Completed	Each	0	
TECH FUND	UNITS	QUANTITY	COMMENTS
Number of Replacements Completed	Each	0	
SHOP FACILITY	UNITS	QUANTITY	COMMENTS
Labor Pool at City Hall	Hours	21.50	
Labor Pool at Police Department	Hours	6.00	
Labor Pool at Parks and Recreation	Hours	2.50	
Labor Pool at PW Divisions	Hours	2.00	
ENGINEERING	UNITS	QUANTITY	COMMENTS
Permits Issued	EA	5	
Inspections Performed	EA	15	
Development Review	HR	45	Inclusive of correspondence/phone calls with applicants
Archaeological Site Monitoring	EA	0	
Archaeological Site Reports	EA	1	
Active Capital Projects	EA	11	Lopez/Kirk, Swantown, Water SCADA, Well 9, Others
Utility Locate Requests Responded To	EA	75	



## Monthly Department Report December 2025

### PUBLIC WORKS DEPARTMENT

Reporting Period November 1- November 30, 2025

STREETS	UNITS	QUANTITY	COMMENTS
Tree/Brush Trimming/Weeding ROW/Debris Pickup	Hours	28	
Street Light Maintenance & Repair	Hours	29	
Painting and Striping	Hours	0	
Sign Fabrication/Repair/Installation/Cleaning	Hours	46	4 hit signs and sign fabrication for marina
Pedestrian and Signal/School Flashers/In Road Inspections/RRFB	Hours	15	
Special Events	Hours	18	12 buckets
Patching/Pothole Repair/Shoulders	Hours	28	vets parade, Midway snowflakes, winter banners Pioneer
WATER	UNITS	QUANTITY	COMMENTS
Gallons Processed (City)	Gallons	37,941,133	
Gallons Processed (Navy)	Gallons	13,513,000	
Gallons Produced (Wells)	Gallons	47,079	
Average Gallons Consumed/Day (City)	Gallons	1,264,704	
Water Service Requests	Each	216	
After Hour Call Outs	Each	11	
Samples (Coliform)	Each	25	
Samples (Chlorine, PH, Temp)	Each	74	
Average Chlorine Residual	mg/L	0.80	
Backflow Assemblies Tested	Each	54	
Water Main Leaks	Each	1	
CLEAN WATER FACILITY	UNITS	QUANTITY	COMMENTS
DMR Flow	Million Gallons	56.31	
NPDES Permit Compliant	Yes/No	Yes	Submitted 12/11
Bio-Solids	Dry Tons	23.54	
WASTEWATER COLLECTIONS/STORM DRAIN	UNITS	QUANTITY	COMMENTS
Catch Basin Inspections	Each	72	
Street Sweeping	Hours	279	
Grease Traps Inspections	Hours	6	
Storm Water Inspections	Hours	24	
Source Control Inspections	Hours	20	
SOLID WASTE	UNITS	QUANTITY	COMMENTS
Solid Waste Collection-Residential	Tons	323.99	
Solid Waste Collection-Commercial	Tons	363.98	
Yard Waste Collection	Tons	95.19	
Recycling Collection	Tons	81.82	
Residential Requests for Large Item Pickup or Special Requests	Yards	14.00	
EQUIPMENT RENTAL	UNITS	QUANTITY	COMMENTS
Unleaded Fuel	Gallons	1765	
Diesel Fuel	Gallons	3360	
Average Cost of Unleaded	Per Gallon	\$3.60	
Average Cost of Diesel	Per Gallon	\$4.42	
Number of Vehicles in Fleet	Each	97	
Number of Equipment in Fleet	Each	128	
EQUIPMENT RENTAL REPLACEMENTS	UNITS	QUANTITY	COMMENTS
Number of Replacements Completed	Each		
TECH FUND	UNITS	QUANTITY	COMMENTS
Number of Replacements Completed	Each		
SHOP FACILITY	UNITS	QUANTITY	COMMENTS
Labor Pool at City Hall	Hours	39.50	
Labor Pool at Police Department	Hours	18.00	
Labor Pool at Parks and Recreation	Hours	6.00	
Labor Pool at PW Divisions	Hours	22.00	
ENGINEERING	UNITS	QUANTITY	COMMENTS
Permits Issued	EA	5	
Inspections Performed	EA	27	
Development Review	HR	55	Inclusive of correspondence/phone calls with applicants
Archaeological Site Monitoring	EA	0	
Archaeological Site Reports	EA	1	
Active Capital Projects	EA	11	Lopez/Kirk, Swantown, Water SCADA, Well 9, Others
Utility Locate Requests Responded To	EA	82	

**Subject:** 2025 Comprehensive Plan Update: Element Updates and the EIS Process  
**Submitted By:** Stacie Pratschner, Director

**SUMMARY INFORMATION**

The Community Development Department ("CD" and "the Department") and its consultant, Kimley Horn, are coordinating the completion of the periodic update of the City of Oak Harbor's Comprehensive Plan. The Department will provide City Council with an update on the status of the overall project, including a summary of work completed so far by the Planning Commission. Kimley Horn will present a briefing on the upcoming Environmental Impact Statement and review the overall schedule to complete the periodic update. The following documents are provided in advance of the City Council workshop:

- Memo: Draft Policies Review
- Memo: EIS Project Update
- Presentation: Kimley Horn
- Presentation: Community Development

**FISCAL IMPACT**

No impact resulting from the presentation. The periodic update is supported by funds in the approved budget and a combination of State grants.

**PREVIOUS COUNCIL / BOARD / CITIZEN INPUT**

The Planning Commission has provided comments and input which are reflected in the draft, proposed updates to the various Elements of the Comprehensive Plan. The 2025 Comprehensive Plan was most recently discussed by the Planning Commission at their meeting of February 10, 2026.

Discussion also occurred at the following meetings in 2025:

January 28, 2025, April 8, 2025, June 10, 2025, September 9, 2025, October 14, 2025, and February 10, 2026.

**ATTACHMENTS**

1. 20260224 EIS Project Updates
2. 20260224 Oak Harbor City Council Slidedeck - sjp edits
3. CC Comp Plan update 22426 - sjp edits
4. 20240224 - CC Workshop - memo - updated

To: Stacie Pratschner, Community Development Director  
Cac Kamak, Principal Planner

From: Clay White, Director of Planning  
Zoë Tapert, Planning Analyst

Date: February 9, 2026

Subject: February 24, 2024, Oak Harbor City Council– Comprehensive Plan and Environmental Impact Statement briefing and project update

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We look forward to the opportunity to brief the Oak Harbor City Council on February 24th, regarding the Comprehensive Plan Periodic update. The briefing will focus on providing the following:

- Comprehensive Plan project update;
- Overview of the Environmental Impact Statement (EIS) process and key decision points; and
- Review of schedule and next steps.

This is the first of two workshops with the City Council. The second workshop, tentatively planned for April 2026, is intended to be a joint meeting with the Planning Commission. It will focus on land use and zoning alternatives to study as part of the EIS process.

Kimley Horn looks forward to answering any questions from the City Council. Feedback and direction assist the project team as we engage the community and development alternatives for the EIS.

### **Project Background**

The Washington State Growth Management Act (GMA) requires cities and counties to update Comprehensive Plans and implementing development regulations every 10 years (RCW 36.70A.130). Comprehensive Plans are 20-year policy documents which guide the community vision for growth (population, housing, and employment), transportation, capital facilities and utilities, parks, recreation and open space, rural areas, and protection of natural resource lands (RCW 36.70A.070).



Comprehensive Plan updates provide an opportunity to revise the existing Plan to ensure consistency with updated state laws/case law since the last update, Best Available Science (BAS) for incorporation into critical areas regulations and changes in local conditions. Given the Growth Management Act (GMA) is a bottom-up planning process, having robust engagement as part of the update will ensure the community vision is captured in the Plan as we look out to 2045.

As part of the comprehensive planning process, an Environmental Impact Statement (EIS) helps the City understand the land use options, or 'alternatives', under consideration to address the allocated growth targets (people, jobs, and housing). It assesses the related environmental impacts and identifies potential mitigation measures to reduce impacts. This informational document aids in the decision-making process to guide direction of the comprehensive plan.

During the EIS process, there are opportunities for members of the public, agencies, and Tribes to comment on potential impacts and concerns. This engagement and decision-making guidance ensure that the Planning Commission and City Council have the best information as updates to the Plan are considered.

**Project schedule**

The Environmental Impact Statement occurs alongside the work on the Comprehensive Plan update. The general process for an EIS includes scoping the impacts the EIS will study, drafting the EIS and selecting alternatives, issuance and public comment of the Draft EIS, and the issuance of a Final EIS. The Scoping period for the EIS is scheduled to run from February 18<sup>th</sup> to March 19<sup>th</sup>. The schedule below highlights the timeline for the EIS with the work on the comprehensive plan up to adoption.

	2026										
Last Updated: 2/9/2026	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Public Meetings and Hearings</b>											
Public Comment Period											
Council Workshops											
Public Hearings											
<b>Environmental Impact Statement</b>											
Scoping											
Draft EIS											
Final EIS											
<b>Comprehensive Plan &amp; Development Regulations</b>											
Draft Plan & Regulations											
Final Plan & Regulations											

**Project next steps**

The scoping period for the Environmental Impact Statement ends March 18<sup>th</sup>. Afterward, comments on the EIS scope will be summarized and shared. The goal is to present City Council with the selected alternatives for the EIS before the joint meeting with the Planning Commission, tentatively scheduled for April, so the project team can proceed with the alternatives analysis under the EIS.

# 2025 PERIODIC COMPREHENSIVE PLAN UPDATE

Workshop 1 of 2

Community  
Development  
and Kimley Horn

City Council Workshop

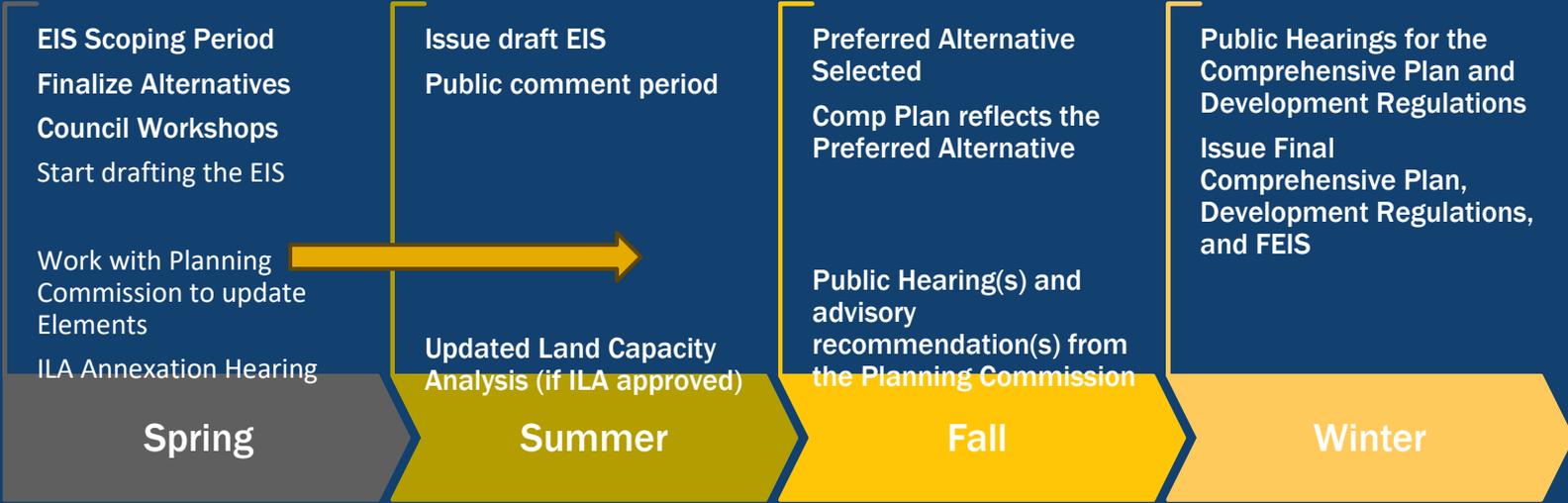
# TODAY'S WORKSHOP

- **1 of 2 workshop meetings with City Council on the Environmental Impact Statement (EIS) related to the comprehensive plan process**
- **Goal of Today's Workshop:**
  - **To provide updated periodic update timeline, project update, overview of the EIS process, and outline next steps.**

# TODAY'S OBJECTIVES

- Refresh on the Comprehensive Plan Update
- Provide information on EIS procedures
- Discuss the role of public comment during an EIS
- Discuss what the importance of alternative selection to prepare for the second workshop
- Review the project schedule and next steps

# SCHEDULE UPDATE



Ongoing Public Engagement: RCW 36.70A.140 and the Public Participation Plan

# COMPREHENSIVE PLAN OVERVIEW

City Council  
Workshop

# COMPREHENSIVE PLAN UPDATE

- The Growth Management Act requires jurisdictions to develop and update a 20-year comprehensive plan and implementing regulations.
- The Comprehensive Plan includes different elements such as housing, transportation, land use, economic development, and capital facilities.
- The housing element is a key focus with recent state legislation and growth allocations.



# COMPREHENSIVE PLAN UPDATE

- The growth allocations provided by Island County require Oak Harbor to plan for 3,735 new housing units and 1,219 jobs by 2045.
- Recent housing legislation requires the City to plan for housing types that accommodate people making different income levels.

2045 Growth	Population	Jobs	Housing
Amended City Allocation	10,260	1,219	3,735

*Note: Housing and population targets may slightly differ if UGA annexation occurs.*

# ADDRESSING HOUSING TARGETS

- The Land Capacity Analysis conducted for the comprehensive plan determined an insufficient land capacity for the housing allocations provided by Island County.

Income Level (AMI)	Allocated Housing Need	Projected Capacity	Surplus (Deficit)
0-30%	781	73	(708)
>30-50%	761	203	(558)
>50-80%	648	368	(280)
>80-100%	307	436	129
>100-120%	293	358	65
>120%	945	1,295	350
Total	3,735	2,732	(1003)

*Note: Housing targets may slightly differ if UGA annexation occurs.*

# ENVIRONMENTAL IMPACT STATEMENT OVERVIEW

City Council  
Workshop

# WHAT IS AN EIS?

- An Environmental Impact Statement (EIS) is:
  - An informational document on the environmental impacts for a set of alternatives;
  - A way for members of the public, agencies, Tribes to comment on concerns and potential impacts;
  - A decision-making tool to understand significant impacts and potential mitigation measures; and
  - Regulated as part of the State Environmental Protection Act (SEPA).

# WHAT IS THE PROCESS FOR AN EIS

## Scoping Period

- Includes a public comment period

## Drafting the EIS

- Can occur during the scoping period

## Draft EIS (DEIS) Issued

- Includes a public comment period
- Open House

## Issue Final EIS

- 7 day waiting period before action can be taken

# WHAT IS EIS SCOPING

- A "Scoping Period" is an opportunity period for public, agency, and Tribal input on the environmental topics the EIS should focus on.
- The scoping period is for 30 days.
  - Scheduled for February 18th-March 19th
- Comments are requesting input on the factors the EIS should study.

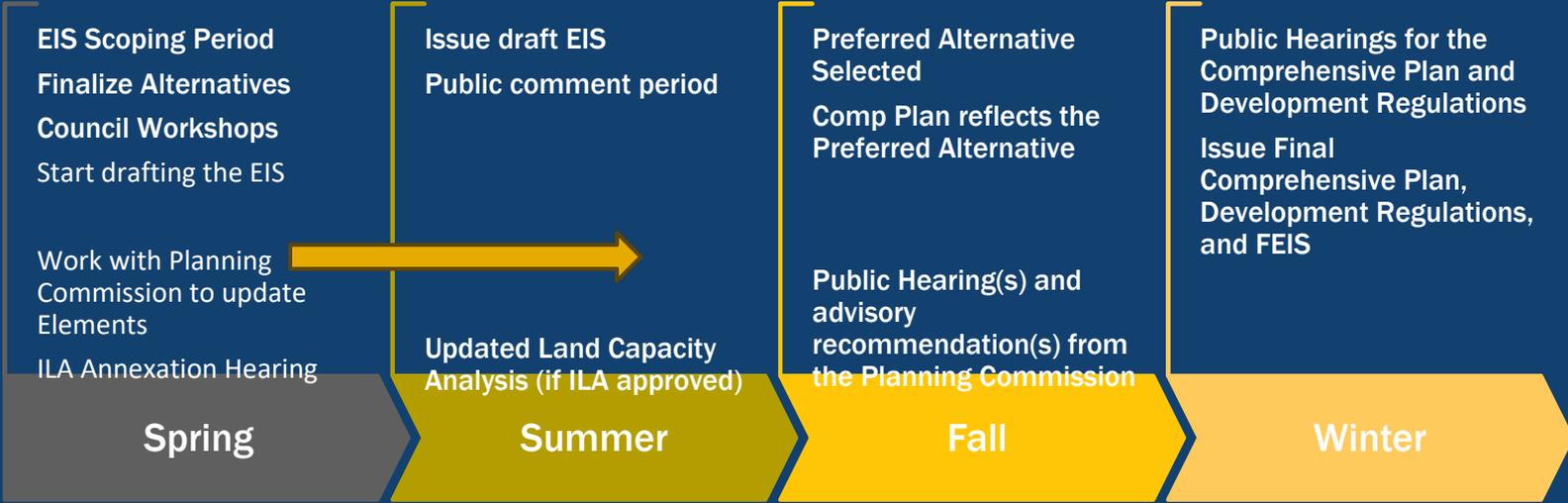
# ALTERNATIVE SELECTION

- Alternatives do not need to be selected during the scoping period.
- Alternatives provide the range of options to study for potential action.
  - No Action Alternative - is required under SEPA. No changes are made.
  - Action Alternatives - specified actions take place. (ex. Land use changes, development code changes, etc.)
- **IMPORTANT:** The EIS covers the actions within the range of the alternatives. This makes the selection of what is included crucial for future decisions on the Comp Plan.

# SCHEDULE & NEXT STEPS

City Council  
Workshop

# SCHEDULE UPDATE



**Ongoing Public Engagement: RCW 36.70A.140 and the Public Participation Plan**

# NEXT STEPS

March

- Scoping Period ends (March 18th)
- Scoping comments summarized
- Existing conditions drafted



April

- Workshop #2 on Alternatives
- EIS Alternatives finalized

# QUESTIONS/DISCUSSION

City Council  
Workshop

# COMPREHENSIVE PLAN UPDATE 2025



CITY OF  
**Oak Harbor**  
WHIDBEY ISLAND, WASHINGTON

**Community  
Development**

City Council Workshop  
2/24/2026

## Request / Recommendation

Community Development requests that the City Council provide policy guidance and feedback on the proposed updates the Land Use, Housing, and Urban Growth Elements. This guidance will support staff in developing further edits and continued efforts with the Planning Commission.



**2025  
UPDATE**

**2/24/2026**

# Presentation Outline

I. Summary: Comp Plan Policy Review

III. Housing Element

IV. UGA Element

V. New Goals and Policies

VI. Council Policy Guidance



2025  
UPDATE

2/10/2026

# ○ Comprehensive Plan Policy Review

## ■ Preliminary Draft Review

- Seeking broad feedback and general directions
- Comments will help shape the “Draft” Comprehensive Plan

## ■ Review Element schedule

- September - Urban Design, Transportation, Utilities, Environment, Capital Facilities
- October - Parks and Recreation, Economic Development, Government Services, Climate Resiliency
- December-February - Land Use, Housing, Urban Growth Area

## ■ Determination of Significance (DS)

- EIS
  - Expanded version of the SEPA
  - Scoping in Feb/Mar 2026
  - Three Alt with a preferred alternative



2025  
UPDATE

2/24/2026

# ○ Comprehensive Plan Policy Review

## ■ Policy Document

- Goal, Policy, Page Numbers, Theme/Sub-Heading
- Existing Policy
- Proposed Policy Revision
- Reasoning Notes

## ■ Changes address

- Equity
- Climate Resilience
- Environmental Justice
- Compliance with state laws
- Promote sustainable development
- Improve community well-being



2025  
UPDATE

2/24/2026

## ○ Land Use Element

- **Neighborhood Character:** Revised language to discourage the use of "neighborhood character" unless clearly defined to avoid potential harm to less affluent communities.
- **Open Space:** Expanded policies to include climate resilience benefits of open spaces.
- **Zoning Tools:** Broadened the scope of zoning tools to include overlay zones and form-based codes for promoting mixed-use developments.
- **Climate Resilience:** Added support for climate resilience in policies related to open space preservation.
- **Alternate Modes:** Added specificity to promote walking and biking to reduce car trips and align with complete streets designs.
- **Road Connectivity:** Expanded policy to emphasize connectivity and alleviate traffic congestion.



2025  
UPDATE

2/24/2026

# ○ Land Use Element

- **Native Vegetation:** Revised policies to emphasize the importance of retaining native vegetation and promoting revegetation for resilience and hazard mitigation.
- **Premature Land Clearing:** Expanded policy to include preserving native vegetation during development.
- **Waterfront Development:** Revised policy to promote higher densities and amenities through subarea or redevelopment planning efforts.
- **Flexible Zoning:** Added specificity to encourage development and redevelopment along Midway Boulevard using overlay zoning.



**2025  
UPDATE**

**2/24/2026**

# ○ Housing

- **Extremely Low-Income Housing:** Added policies to allow housing types for extremely low-income households, including shelters, emergency, transitional, and permanent supportive housing.
- **Accessory Dwelling Units:** Included accessory dwelling units in alternative housing types to improve affordability.
- **Affordable Housing:** Introduced new policies to assess barriers to affordable housing, evaluate housing incentives, and manage short-term rentals to prevent loss of housing stock.
- **Climate Resilience:** Added policies to ensure affordable housing is not located in areas vulnerable to climate change impacts.



**2025  
UPDATE**

**2/24/2026**

# ○ Urban Growth Area (UGA)

- UGA Planning: Updated language to align with Countywide Planning Policies and emphasize the City's role in assigning urban densities within the UGA.
- Annexation: Added language to ensure annexations are logical extensions of the city, avoid unincorporated enclaves, and maintain service levels.
- Greenbelts: Removed the policy requiring greenbelt designations, citing lack of authority to establish them outside city limits.



2025  
UPDATE

2/24/2026

# ○ New Goals and Policies

- **Affordable Housing:** Introduced goals and policies to increase affordable housing opportunities, preserve housing stock, and address barriers to housing development.
- **Environmental Justice:** Added goals to promote housing equity and environmental justice, particularly for vulnerable populations affected by climate change.
- **Displacement Prevention:** Proposed measures in economic growth strategies to reduce displacement of existing communities.



**2025  
UPDATE**

**2/24/2026**

# QUESTIONS/DISCUSSION



DATE: February 24, 2026

TO: City of Oak Harbor Council

FROM: Cac Kamak, AICP, Principal Planner, Community Development and Stacie Pratschner, Community Development Director

SUBJECT: Periodic Update and Environmental Impact Statement (EIS)

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**RECOMMENDED ACTION:**

The Community Development Department (“CD” and “the Department”) respectfully requests the City Council’s policy guidance on the draft updates to the Land Use, Housing, and Urban Growth Area Elements of the Comprehensive Plan (Attachment 1). This guidance will support CD in framing the continued work of the Planning Commission.

**INTRODUCTION/BACKGROUND:**

***PAST MEETINGS***

On September 9, 2025, the Planning Commission reviewed and provided comments on proposed updates to the Urban Design, Transportation, Utilities, Environmental, and Capital Facilities Elements of the Comprehensive Plan. On September 23, 2025, the City Council discussed the proposed redlines and provided guidance to the Department. The draft updates may be viewed on the City’s website: [https://www.oakharbor.gov/AgendaCenter/ViewFile/Agenda/\\_09092025-527](https://www.oakharbor.gov/AgendaCenter/ViewFile/Agenda/_09092025-527).

On October 14, 2025, the Planning Commission reviewed and provided comments on proposed updates to the Parks, Recreation and Open Space, Economic Development, Government Services, and Climate Resiliency Elements of the Comprehensive Plan. On October 28, 2025, the City Council discussed the proposed redlines and provided guidance to the Department. The draft updates may be viewed on the City’s website: [https://www.oakharbor.gov/AgendaCenter/ViewFile/Agenda/\\_10142025-539](https://www.oakharbor.gov/AgendaCenter/ViewFile/Agenda/_10142025-539).

On December 9, 2025 and February 10, 2026, the Planning Commission reviewed and provided comments on proposed updates to the Land Use, Housing, and Urban Growth Area Elements of the Comprehensive Plan. The February 24, 2026 workshop is planned to include a review of the updates so far (Attachment 1).

**AUTHORITY/PROCEDURES:**

The Elements included in Attachment 1 have been updated in compliance with Washington State's checklist for fully-planning communities under the Growth Management Act ("GMA"):  
<https://deptofcommerce.app.box.com/s/yz46cek0susmbc93nisnlraox4cc9xcj>. This periodic update is significantly different than past updates completed by the City: there is more emphasis on housing density using infill tools, and more planning for climate resiliency. Because of these differences, the City will be issuing a State Environmental Policy Act (SEPA) Determination of Significance and initiating an Environmental Impact Statement (EIS) process to evaluate impacts.

The EIS will assess the impacts of growth alternatives. This review will also inform policy development and present additional options for consideration. Upon completion of the EIS process, a Draft EIS will be issued, incorporating necessary changes, suggestions, and input to achieve the vision for the next 20 years and beyond.

**ATTACHMENTS:**

1. Draft Updated Elements

Red Text = New Language Proposed, Strikethrough = Language to be removed

Goals in BOLD text with grey background

Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
<b>LAND USE</b>			
<b>1, 31, Healthy Mix of Uses</b>	<b>Promote a healthy mix of uses</b>	<b>No recommended change.</b>	
1, 1.a, 31, Healthy Mix of Uses	Encourage land use densities/intensities where services exist or are readily available.	No recommended change.	
1, 1.b, 31, Healthy Mix of Uses	Consider land use changes that are compatible with the character of its neighborhood.	<del>Consider land use changes that are compatible with the character of its neighborhood.</del>	The use of "neighborhood character" as a general term is discouraged unless it is clearly defined for each neighborhood through objective characteristics of size and scale. Otherwise, neighborhood character has the potential of disproportionately harming less affluent communities.
1, 1.c, 31, Healthy Mix of Uses	Promote neighborhood-scale satellite commercial centers to locate in areas away from SR 20.	No recommended change.	
1, 1.d, 31, Healthy Mix of Uses	Promote areas for open space and recreational opportunities within residential development.	Promote areas for open space <b>within residential development to provide</b> recreational opportunities <del>within residential development</del> <b>and relief from climate induced impacts.</b>	The policy can be expanded to acknowledge the relief open spaces can provide from the effects of climate change such as stating.
1, 1.e, 31, Healthy Mix of Uses	Encourage location of new schools within or adjacent to residential developments and in close proximity to parks.		Review with City and school district to identify more direct actions to promote this. Leave in place to indicate working with school district
1, 1.f, 31, Healthy Mix of Uses	Progress toward a form-based code to regulate the built environment and to foster predictable physical form rather than the separation of uses.	No recommended change.	
1, 1.g, 31, Healthy Mix of Uses	Promote a mix of uses and densities in new developments through the Planned Residential Development process.	<b>Promote a mix of uses and densities in new developments through the use of various zoning tools including overlay zones, form-based codes etc.</b>	Review with City.
1, 1.h, 31, Healthy Mix of Uses	Encourage private and public preservation of undeveloped open space.	Encourage private and public preservation of undeveloped open space and support climate resilience.	The policy can be expanded to acknowledge the relief open spaces can provide from the effects of climate change.
	<b>New Policy</b>	<b>Foster higher-intensity land uses in mixed-use urban villages with transit corridors.</b>	Building dense, affordable communities around public transportation as an environmental justice priority.

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
	<b>New Policy</b>	<b>Support the implementation of form-based codes where appropriate to better integrate higher-density development.</b> a mix of uses including	Form-based codes can and should be intentionally used to facilitate greater density in urban areas (including UGAs) and to allow a mix of uses. They could then act as enablers of reductions of VMT and subsequent GHG emissions.
1, 1.i, 31, Healthy Mix of Uses	Designate areas newly incorporated into the UGA as special planning areas to: 1. Explore the best mix of land uses to serve the area and the city’s needs; 2. Work with property owners in the area to determine land use patterns and development scenarios; 3. Involve public participation.	No recommended change.	
<b>2, 32, Health and Safety</b>	<b>Encourage land use patterns that promote health and safety. No recommended change.</b>		
2, 2.a, 32, Land Use Changes	Promote land use changes that provide services closer to where people live.	No recommended change.	
2, 2.b, 32, Transportation	Incorporate alternate modes of transportation with development.	<del>Incorporate alternate modes of transportation</del> <b>Provide opportunities for walking and biking,</b> with development, <b>reducing the amount of trips by car.</b>	Added specificity to this policy to support consistency with the Transportation Element and provide support for complete streets designs established in code. Acknowledge that less vehicular trips contributes to larger environmental, climate, and equity-based goals. Transit was excluded but it is encouraged in the policy below on major corridors.
2, 2.c, 32, Density	Encourage higher land use intensities and densities along major transit corridors.	No recommended change.	
2, 2.d, 32, Roadways	Discourage long stretches of intersection-less roadway within the city.	Discourage long stretches of intersection-less roadway within the city <b>to promote connectivity.</b>	Added specificity to acknowledge the intent of the policy and provide consistency with the Transportation element. Connectivity also alleviates traffic and congestion, a common impact from development.
2, 2.e, 32, Accessibility	Locate neighborhood parks that are easily accessible to residents and community parks within the level of service distance established in the Parks Recreation and Open Space Plan.	No recommended change.	

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
2, 2.g, 32, Interconnectivity	Promote interconnectedness between streets, parks, schools, trails, open spaces, and natural preserves.	No recommended change.	
2, 2.f, 32, Underserved Areas Open Space	Seek opportunities to establish parks and recreation opportunities in underserved residential areas.	Seek opportunities to establish parks and recreation opportunities in underserved residential areas, like the City's rec n'roll program.	Add specificity about programs.
2, 2.h, 32, Interconnectivity	Promote interconnectedness from residential areas to commercial areas, parks, and open spaces.	No recommended change.	
2, 2.i, 32, Design	Promote crime prevention through environmental and defensible space design.	No recommended change.	Review with City Develop standards for crime prevention through environmental and defensible space
2, 2.j, 32, Noise	Prohibit people-intensive and residential uses from locating in high noise and aircraft crash zones.	No recommended change.	
2, 2.k, 32, Noise	Require noise abatement construction standards based on noise level zones.	No recommended change.	
2, 2.l, 32, Development	Consider flexible standards to encourage redevelopment of underutilized lots.	No recommended change. with the incorporation of overlay zones	Review with City, is this being done currently.
2, 2.m, 32, Development	Limit the development around existing public water supplies to low- intensity uses.	No recommended change. Remanance of an old policy. since these refer to wells and all uses around it are on city services ther should be no groundwater impact.	Review with city
2, 2.n, 32, Development	Require developments to protect the aquifer recharge areas from contamination.	Require development to protect the aquifer recharge areas from contamination. promote groundwater recharge and prohibit development that may cause adverse impacts.	Update policy to include promoting groundwater recharge and prohibit development that may cause adverse impacts.
2, 2.o, 32, Multimodal	Promote a pedestrian scale environment by requiring buildings to locate close to street frontages in commercial, office and residential areas.	No recommended change.	
2, 2.p, 32, Development	Promote pedestrian amenities, where feasible, with development and redevelopment of land.	No recommended change.	
<b>3, 33, Economy</b>	<b>Support a vibrant economy</b>	<b>No recommended change.</b>	
3, 3.a, 33, Development	Facilitate mixed-use developments in all districts that allow commercial uses.	No recommended change.	
3, 3.b, 33, Development	Support efforts to encourage quality development and redevelopment in the Old Town area.	No recommended change.	

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
3, 3.c, 33, Development	Support NAS Whidbey and its continued operation by discouraging: 1. Encroachment of incompatible uses; 2. Residential uses from locating north of NE 16th Avenue alignment; 3. Structures that are a hazard to flight navigation; 4. People-intensive uses in high noise areas and potential crash zones.	No recommended change.	
3, 3.d, 33, Noise	Require the disclosure of potential noise and accident-potential impacts to prospective buyers, renters, or lessees of property and structures in the city and UGA.	No recommended change.	Review with city, is this being done. YES
3, 3.e, 33, Development	Enhance and protect the waterfront as an asset and implement the Waterfront Redevelopment, Branding and Marketing Program.	Enhance and protect the waterfront <b>while promoting higher-densities and amenities through subarea or redevelopment planning efforts.</b> <del>as an asset and implement the Waterfront Redevelopment, Branding and Marketing Program.</del>	
3, 3.f, 33, Development	Promote upland developments adjacent to the marina.	No recommended change.	
3, 3.g, 33, Development	Consider flexible standards to encourage development and redevelopment along Midway Boulevard.	<del>Consider</del> <b>Use overlay zoning to promote</b> flexible standards <b>along Midway Boulevard</b> to encourage development and redevelopment. <del>along Midway Boulevard.</del>	Added specificity regarding how flexible zoning intends to be implemented.
3, 3.h, 33, Land Use Changes	Support the retention and expansion of industrial uses by utility services extensions and public infrastructure improvements.	No recommended change.	
3, 3.i, 33, Development	Support the development of business parks using, where appropriate, master planning processes to achieve campus type developments.	No recommended change.	
3, 3.j, 33, Development	Facilitate the growth of Skagit Valley College and its facilities.	No recommended change.	
3, 3.k, 33, Development	Accommodate mobile commercial enterprises such as food vendors, coffee trucks, etc. in the Old Town area, near schools and colleges, and along the waterfront and marina.	Accommodate mobile commercial enterprises such as food vendors, coffee trucks, etc. <b>in the Old Town area, near schools and colleges, and along the waterfront and marina.</b>	Remove - support in more areas of the city
3, 3.l, 33, Development	Promote context-sensitive and proportionately scaled signage.	No recommended change.	
3, 3.m, 33, Landscape	Consider landscape flexibility along commercial frontages for signs and storefront visibility.	No recommended change.	

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
3, 3.n, 33, Development	Collaborate with the county to promote development practices that: 1. Encourage new development to occur within city limits; 2. Promote urban Oak Harbor development standards in the UGA.	No recommended change.	
3, 3.n, 33, Neighborhood	Support home occupations that: 1. Can operate inconspicuously and do not infringe on neighboring residents; 2. Do not infringe on or change the intent of the residential zone; 3. Have limited visitors and do not require additional parking.	No recommended change.	
<b>4, 34, Housing</b>	<b>Promote a diverse and affordable housing stock</b>	<b>No recommended change.</b>	
4, 4.a, 34, Development	Maintain a healthy amount of developable and redevelopable land in all residential land use categories.	No recommended change.	
4, 4.b, 34, Development	Support land use changes that accommodate higher density residential uses where services and utilities are available.	No recommended change.	
4, 4.c, 34, Development	Support the development of new, and the conversion of existing, residential structures for accessory dwelling units.	No recommended change.	
4, 4.d, 34, Development	Consider a mix of land uses when expanding urban growth areas.	No recommended change.	
4, 4.e, 34, Housing	Support flexible standards for developments that provide affordable housing.	No recommended change.	
4, 4.f, 34, Housing	Consider development incentives to include affordable housing within new developments.	No recommended change.	
4, 4.g, 34, Growth	Coordinate housing growth strategies with changes in school enrollment projections and NAS Whidbey expansions.	No recommended change.	
4, 4.h, 34, Housing	Support efforts to increase affordable housing in the City.	<del>Support efforts to increase affordable housing in the City.</del>	
	New Policy	Allow housing types for extremely low, low, and moderate income households.	This is related to the new requirements for emergency and permanent supportive housing for all cities. Previous policy mention low income households which excludes 0-30% AMI.

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
<b>5, 34, Environment</b>	<b>Respect the character of its natural and built environment</b>	<b>Respect the character of its natural and built environment</b>	<b>The use of "character" as a general term is discouraged unless it is clearly defined for each neighborhood through objective characteristics of size and scale. Otherwise, neighborhood character has the potential of disproportionately harming less affluent communities.</b>
5, 5.a, 34, Environment	Consider flexible standards to protect Garry Oak trees and their habitat.		If the policy updates have been considered, reword policy to reflect status of Garry Oak retention policies.
5, 5.b, 34, Environment	Protect public view corridors : 1. When considering new developments; 2. From natural encroachments on public property.	<del>Protect public view corridors : 1. When considering new developments; 2. From natural encroachments on public property.</del>	The protection of views is difficult to measure and creates inconsistent application of development standards.
5, 5.c, 34, Environment	Consider flexible standards for building locations, heights, and landscaping plans to preserve views.	No recommended change.	
5, 5.d, 34, Development	Require, where appropriate, buffers and screening between new intensive uses and existing uses.	No recommended change.	
5, 5.e, 34, Environment	Promote the use of native vegetation, including Garry Oaks, for landscaping and buffers.	No recommended change.	
5, 5.f, 34, Environment	Promote parkways, street trees and landscaped boulevards with development proposals.		
5, 5.g, 34, Development Environment	Require design and construction standards for development to consider: 1. Protection of fish and wildlife habitat; 2. Geologically sensitive areas for construction; 3. Protecting critical aquifer recharge areas; 4. Protecting and enhancing the shoreline; 5. Frequently flooded areas.	<del>Require design and construction standards for development to consider: 1. Protection of fish and wildlife habitat; 2. Geologically sensitive areas for construction; 3. Protecting critical aquifer recharge areas; 4. Protecting and enhancing the shoreline; 5. Frequently flooded areas.</del>	This policy relates to other policies and city ordinances heavily covered in the Environment Element.
5, 5.h, 34-35, Environment	Require development to adhere to design guidelines and regulations that promotes a pedestrian friendly environment by: 1. Locating buildings closer to street frontages; 2. Encouraging visually interesting facades and people spaces.		Review with City.
5, 5.i, 35, Historical	Respect and acknowledge the role of historically and architecturally significant buildings in the community.	No recommended change.	

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
5, 5.j, 35, Environment	Discourage premature land clearing ahead of development proposals.	Discourage premature land clearing ahead of development proposals to preserve existing native vegetation.	Revised the policy to explain the community resilience benefit.
5, 5.k, 35, Environment	Promote revegetation when retaining existing trees is not practical.	<del>Promote</del> <b>Require revegetation when retaining existing trees is not practical.</b>	Revised language to emphasize the importance of native vegetation retention for resilience and hazard mitigation.
5, 5.l, 35, Environment	Promote landscaping to achieve visual and noise buffers.	No recommended change.	
5, 5.m, 35, Development	Require buffers where land use intensities vary.	<del>Require buffers where land use intensities vary.</del>	Buffers between uses can be very limiting on economic development and housing opportunities within a city. The City is considering form-based codes which will regulate use through size and scale over location.
5, 5.n, 35, Development Environment	Require landscaping standards to efficiently screen for outdoor uses and storage areas.	No recommended change.	
5, 5.o, 35, Environment	Encourage industrial uses to incorporate landscaping, decorative fencing and native vegetation so that they are attractive and complementary to the community.	No recommended change.	
5, 5.p, 35, Utilities	Explore creative ways to blend in/camouflage utility towers and devices.	No recommended change.	
5, 5.q, 35, Utilities	Place utilities underground whenever feasible.	No recommended change.	
5, 5.r, 35, Open Space	Require common/public open spaces within developments to be accessible and visible.	No recommended change.	

## HOUSING

<b>1, 94, Affordability</b>	<b>Ensure that adequate opportunities exist for low and moderate-income families to obtain affordable housing.</b>	<b>Ensure that adequate opportunities exist for extremely low, low and moderate-income families, and to obtain affordable housing.</b>	Adding details to help support changes to state law for allowing housing opportunities for extremely low-income populations.
1, 1.a, 94, Housing	Provide land use policies and development regulations that allow for a variety of housing types and residential life styles, to accommodate households in varying income ranges.	No recommended change.	
1, 1.b, 94, Design	Encourage alternative housing types from the standard single-family residences by using contemporary building and planning concepts, including apartments, condominiums, small lot, zero lot line, attached patio, townhouse, and manufactured housing.	Encourage alternative housing types from the standard single-family residences by using contemporary building and planning concepts, including apartments, <b>accessory dwelling units</b> , condominiums, small lot, zero lot line, attached patio, townhouse, and manufactured housing.	Addressing new state requirements for accessory dwelling units and allowing increased housing options to improve affordability.

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
1, 1.c, 94, Affordability	Promote the inclusion of affordable housing developments through incentives, density bonuses, and flexible development regulations.	No recommended change.	
1, 1.d, 94, Affordability	Promote the inclusion of subsidized units throughout the community to diversify neighborhoods.	No recommended change.	
1, 1.e, 94, Affordability Transportation	Promote the location of affordable housing in proximity to transit routes to ensure the most efficient and cost-effective use of public transportation.	No recommended change.	
1, 1.f, 94, Housing	Support efforts to develop self-help housing programs.	No recommended change.	Does the City have a department that can take on the administration of housing programs like this? If so, that should be identified in the Housing Element.
1, 1.g, 94, Affordability	Allow provisions in development regulations for inclusionary affordable housing and density bonus performance standards.	No recommended change.	
1, 1.h, 94, Development	Allow for the development and preservation of manufactured homes.	No recommended change.	
	New Policy	Allow housing opportunities for extremely low-income including shelters, emergency, transitional, and permanent supportive housing.	Addressing new state requirements for providing housing of all incomes including those earning 0-30% AMI, defined as extremely low-income populations.
<b>2, 95, Housing</b>	<b>Promote housing opportunities for special needs population.</b>		
2, 2.a, 95, Accommodation	Accommodate land uses and housing that provides for the needs of the elderly, disabled, and infirm.	No recommended change.	
2, 2.b, 95, Development	Support the Island County Housing Authority and Opportunity Council to address siting and development of housing for special needs populations.	No recommended change.	
2, 2.c, 95, Affordable Housing Development	Work cooperatively with social service providers, local churches, other organizations and individuals, to address the needs of homeless persons by establishing options for short-term homeless shelters and encampments.	No recommended change.	
2, 2.d, 95, Housing	Allow for the development of assisted housing in appropriate locations.	No recommended change.	
2, 2.e, 95, Housing	Ensure compliance with State and National Standards for group homes and family day care facilities.	No recommended change.	

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
<b>3, 95, Land</b>	<b>Identify and provide sufficient and appropriate land for housing.</b>	<b>No recommended change.</b>	
3, 3.a, 95, Land Development	Monitor inventory of developable land, to ensure adequate land is available for projected housing needs.	No recommended change.	
3, 3.b, 95, Development	Allow for a range of densities to ensure maximum choice in housing options.	Allow for a range of densities to ensure maximum choice in housing options.	
3, 3.c, 95, Development	Consider incentives and flexibility in development standards to promote mixed uses that include housing in commercial development.	No recommended change.	
	<b>New Goal</b>	<b>Use partnerships and programs to increase the opportunity for affordable housing and housing preservation.</b>	<b>This came from discussions from the first OakPAC Meeting about creative housing solutions.</b>
	New Policy	Work with affordable housing providers to periodically assess existing, financial, permitting, and environmental barriers.	Keeping an ongoing discussion with affordable housing providers will be important as the city plans for growth.
	New Policy	Periodically assess current housing incentives and their success in producing or preserving housing stocks, especially incentives to address affordable housing gaps.	This came from discussions from the first OakPAC Meeting about creative housing solutions and also help address state requirements to plan for and accommodate housing for all income levels.
	New Policy	Explore opportunities for managing rentals or short-term rentals to prevent loss of housing stock to all income levels.	The City should continue to understand the changing market around housing properties that may be kept vacant for short-term rentals or may be mismanaged, preventing housing from providing long-term housing.
	<b>New Goal</b>	<b>Support new housing opportunities, through regulations, programs, and partnerships, that enhance housing equity and promote environmental justice.</b>	<b>This both addresses state requirements for housing and requirements to address climate resiliency. It is required to reverse racially disparate impacts and address environmental justice, especially those that may be impacted by climate change.</b>
	New Policy	When planning for housing types affordable to extremely low or low-income populations analyzing future projected impacts from climate change.	As this periodic update requires increased housing planning initiatives and increased climate initiatives, the City should take measures to ensure that housing types affordable to low-incomes are not sited in areas highly vulnerable to climate change.

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
	New Policy	Include measures in economic growth strategies and economic development and redevelopment plans that reduce probability of displacement of existing communities, especially those vulnerable to climate-exacerbated hazards.	As the City plans for economic development and mitigating climate change, include analysis on the potential displacement of existing populations.
<b>4, 95, Neighborhood Community</b>	<b>Preserve, maintain and improve the value of existing neighborhoods.</b>	<b>Preserve, maintain and improve the value of existing neighborhoods.</b>	
4, 4.a, 95, Code	Enforce existing housing codes and maintain code enforcement efforts in residential areas.	No recommended change.	
4, 4.b, 95, Infrastructure	Invest in existing infrastructure as a means to encourage private reinvestments.	No recommended change.	
4, 4.c, 95, Development	Encourage redevelopment and infill of underdeveloped residential properties.	No recommended change.	Review this with the City, what ways is redevelopment or infill being encouraged?
<b>URBAN GROWTH AREA</b>			
<b>1, 140, Growth</b>	<b>Support and encourage urban uses and densities to occur within the UGA boundaries.</b>	<del>Support and encourage</del> <b>Plan for urban uses and densities to occur within the UGA boundaries.</b>	This language is more consistent with the Countywide Planning Policies better identifies the City's role in assigning urban densities in the City boundary (wtihin the UGA).
1, 1.a, 140, Growth	Include urban density growth, and municipal public facilities serving that growth, only within the UGA boundary, as mandated by the Washington State Growth Management Act.	No recommended change.	
1, 1.b, 140, Development	Ensure that sufficient land in the UGA is available to provide reasonable development opportunities to accommodate twenty years of population and employment growth.	No recommended change. <b>Coordinate with the County to ensure ....</b>	
1, 1.c, 140, Development	Progress toward eliminating unincorporated enclaves in order to provide for the most efficient provision of urban services within the UGA.	No recommended change. <b>Coordinate with the County to progress ....</b>	
<b>2, 142, Growth</b>	<b>Engage the County cooperatively in determining expansions to the UGA boundary in accordance with the County Wide Planning Policies.</b>	<b>No recommended change.</b>	<b>Review with City</b> No changes
2, 2.a, 142, UGA Boundary	The UGA boundary expansion may be activated by a proposal from either the City or County. Both governments must agree on the boundary as required by the Washington State Growth Management Act.	No recommended change. <b>The City and the County through an Interlocal Agreement shall study the UGA jointly and include proposals for expansion</b>	Review with City

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
2, 2.b, 142, Development	Base proposed expansion of the UGA on the percentage of developable land existing within the UGA as determined by the City Council as well as changes in the city or amendments to the Comprehensive Plan.	No recommended change. <b>Base proposed expansions based on the Lands Capacity Analysis and the Countywide Planning Policies</b>	Review with City
<b>3, 142, Land Use</b>	<b>The City and County shall adopt inter-jurisdictional cooperation policies regarding land within and surrounding the UGA.</b>	change inter-jurisdictional cooperation policy with Interlocal Agreement	<b>Review with City</b>
3, 3.a, 142, Boundary Planning	Joint planning should identify, in advance, the priority areas of future boundary expansion.	<b>Move to previous goal</b>	Review with City
3, 3.b, 142, Growth	Ensure regional growth capacity issues are a part of the consideration of the boundary expansion by the City and County.	<b>Move to previous goal</b>	Review with City
3, 3.c, 142, Planning	Continue to use and amend as necessary the Interlocal Agreement between Oak Harbor and Island County as the primary means of implementing compatible land use policies, procedures, public facility planning and development standards and regulations within the UGA.	<b>No Change</b>	Review with City
3, 3.d, 142, Planning	Plan development within the UGA for future annexation to the City by ensuring uses are compatible with the adopted Comprehensive Plan.	<b>Through Interlocal Agreements with the County plan for development in the UGA to be limited until annexation</b>	Review with City
3, 3.e, 142, Planning	A portion of Ault Field should be included in the Oak Harbor UGA in the event the base is closed, lands are surpluses, or the base's mission is changed and joint use becomes possible. The City shall coordinate with the County, the Department of Defense and other agencies involved to develop a Master Plan for reuse of the air station should any of these events occur.	The City should be open to have Ault Field included ... No Changes	Review with City
4, 4.a, 143, Development	Land to be annexed should include only areas seen as logical extensions of the City, located adjacent to existing urban development.	<b>No Changes</b>	Review with City
<b>4, 143, Development</b>	<b>Annexations to the City will occur in compliance with the Washington State Growth Management Act and the following policies.</b>		<b>Review with City</b>
4, 4.b, 143, Development	The City should avoid annexations that would result in unincorporated enclaves within the UGA.	<b>No Changes</b>	Review with City

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
4, 4.c, 143, Development	Annexations to the City should be based on evidence that public facilities and service capacities already exist or are planned for and can be efficiently, economically, and practically provided by either public or private sources.	No Changes	Review with City
4, 4.d, 143, Development	Annexations should not diminish the present LOS or create an excessive financial burden to existing and prospective property owners in the City.	No Changes	Review with City
4, 4.e, 144, Development	Ensure property owners within an annexing area are aware of foreseeable obligations or requirements that may be imposed upon them by the City at the time of annexation.	No Changes	Review with City
4, 4.f, 144, Development	Require existing buildings, within annexed areas, to meet the City's fire and safety requirements.	Prior to annexation	Review with City
4, 4.g, 144, Fire Development	Assure that the City's fire rating is not reduced because of annexation.	No Changes	Review with City
4, 4.h, 144, Policing Development	Maintain the existing level of police service when annexing new areas.	No Changes	Review with City
4, 4.i, 144, Development	Annexation proposals should describe the method and level of funding for capital facilities needed to serve the annexed area.	Annexations should be considered where infrastructure is already available or funding for capital facilities is programmed	Review with City
4, 4.j, 144, Development	Proponents of annexation in developed or partially developed areas should pay their fair share of the costs of urban services and public improvements required to meet the City's LOS standards.	No recommended change.	
4, 4.k, 145, Economy	The City may require the preparation of a fiscal impact study which addresses long and short-term economic impacts to the City.	No recommended change.	
4, 4.l, 145, Development	Annex, when possible, areas of sufficient size that square off City boundaries and enhance circulation.	Annex, when possible, areas of sufficient size that square off City boundaries and enhance circulation.	Review with City No Changes
4, 4.m, 145, Development	Proposed annexations shall not result in the long-term reduction of the City's established LOS standards.	No recommended change.	
<b>5, 145, Neighborhoods Development</b>	<b>New neighborhoods annexed into the City should contribute in a positive manner to sustain and enhance the quality of life for all Whidbey Island citizens while promoting a strong sense of place for Oak Harbor.</b>		Review with City

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Goal, Policy, Page Number, Theme/Sub Heading	Existing Policy (2016)	Proposed Policy Revision	Reasoning/Notes
5, 5.a, 145, Annexation Transportation	Annexation agreements should include a preliminary plan for a transportation network that emphasizes connections to existing neighborhoods, streets and pedestrian facilities.	No Changes	Review with City
5, 5.b, 145, Annexation Development	Where topography allows, new annexation areas should develop in the traditional lot and block grid pattern that typified early Oak Harbor development and enhances the provision of public facilities and services.	No Changes	Review with City
5, 5.c, 145, Annexation Green Space	The City should consider the desirability of acquiring potential new public facilities, such as trails, parks or open space lands, during the annexation review process with the cooperation of the petitioners.	remove "the desirability of"	Review with City
5, 5.d, 145, Annexation	In annexation requests where the surrounding land uses could be significantly affected by the potential land uses in the annexing area, the City should require a greenbelt designation of an appropriate width to ameliorate the negative impacts.	Remove - The City has no ability or authority to establish greenbelts outside the City.	Review with City
5, 5.e, 145, Annexation	The City should adopt standards that support the Comprehensive Plan annexation policies.		Review with City

**Subject:** Pedestrian Safety and Crosswalk Update  
**Submitted By:** Steve Schuller, Director  
Alex Warner, City Engineer

**SUMMARY INFORMATION**

Staff will provide an update on the City's pedestrian safety and crosswalk enhancement projects, which are completed in close partnership with the Oak Harbor School District and other community partners. See the presentation slides attached.

On May 20, 2025, Resolution 25-18, "ADOPTING THE COMPREHENSIVE SAFETY ACTION PLAN AND ESTABLISHING A GOAL OF ZERO TRAFFIC DEATHS AND SERIOUS INJURIES", was passed unanimously by the City Council and approved by Mayor Wright. In Resolution 25-18, it is resolved by the City Council that the City of Oak Harbor is "committed to the goal to reduce the number of traffic deaths and serious injuries to zero by the year 2045," and that City staff will "monitor and periodically report on progress toward the goal."

**FISCAL IMPACT**

In the 2025-2026 adopted budget, there is a capital project titled "**Safe Streets Implementation**" (Page 46 of the Fiscal Year 2025-2030 CAPITAL PROJECTS). The revenue sources include \$100,000 each year from Real Estate Excise Tax (REET) 2 for small-scale pedestrian safety and crosswalk enhancements.

**PREVIOUS COUNCIL / BOARD / CITIZEN INPUT**

**Resolution 25-18:**

<https://www.codepublishing.com/WA/OakHarbor/html/resos/25-18.pdf>

**Comprehensive Safety Action Plan:**

[https://oakharbor.gov/DocumentCenter/View/3635/Comprehensive-Safety-Action-Plan\\_2025](https://oakharbor.gov/DocumentCenter/View/3635/Comprehensive-Safety-Action-Plan_2025)

**ATTACHMENTS**

1. Council Discussion - Pedestrian Safety - Presentation - Feb 2026

# DISCUSSION ITEM

## Pedestrian Safety and Crosswalks



CITY OF  
**Oak Harbor**  
WHIDBEY ISLAND, WASHINGTON

COUNCIL  
WORKSHOP

FEBRUARY  
24

2026

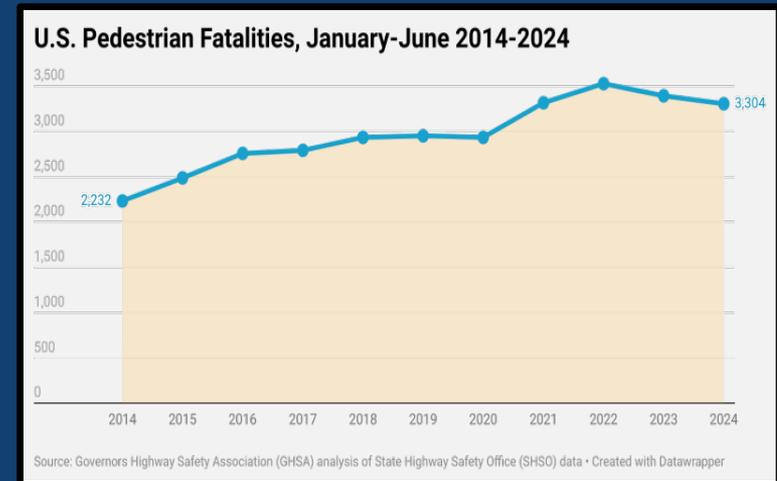
# RESOLUTION 25-18

- Passed unanimously by Council and approved by Mayor Wright on May 20, 2025
- "Adopting the Comprehensive Safety Action Plan
- Committed to "goal to reduce the number of traffic deaths and serious injuries to **zero** by the year 2045."
- City staff will "monitor and periodically report on progress toward the goal."

# HUMAN LIFE & INJURY PREVENTION

- Pedestrians are the most vulnerable road users; even low-speed vehicle impacts can cause fatal or life-altering injuries.
- Simple design changes (safer crossings, shorter crossing distances, better lighting) are proven to reduce serious injuries and deaths.

## U.S. Pedestrian Fatalities Up **48%** over Decade!



# ADDITIONAL BENEFITS

- Legal and financial risk reduction
- Economic vitality and local business support
- Protection for children, seniors, and people with disabilities
- Equity and access

# ADDITIONAL BENEFITS (CONTINUED)

- **Public health benefits**
- **Traffic efficiency and fewer crashes overall**
- **Climate and infrastructure resilience**
- **Alignment with long-term city goals**



CITY OF  
**Oak Harbor**  
WHIDBEY ISLAND, WASHINGTON

## GOAL OF CITY AND COMMUNITY PARTNERS

“A city where people can safely walk is a city that is healthier, more prosperous, and more resilient for everyone.”

# “ELEPHANT IN THE ROOM”

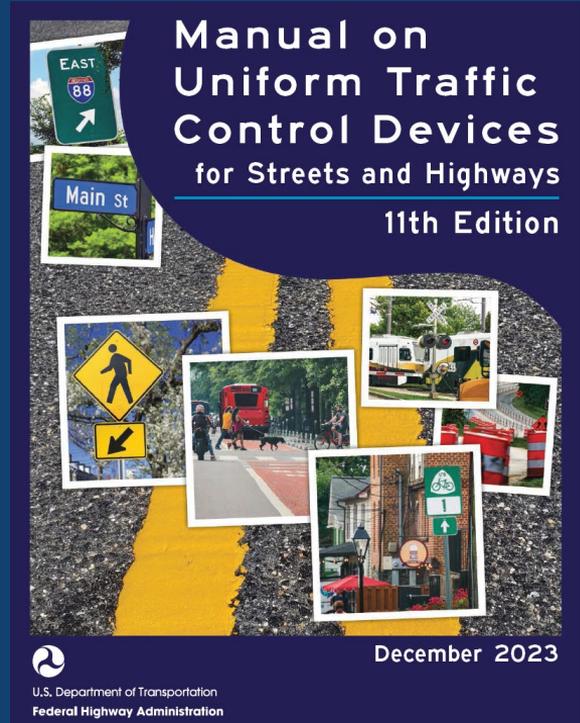


A group of drivers do not like to stop for pedestrians  
or want to see more of them

# NATIONAL STANDARD

## *Manual of Uniform Traffic Control Devices (MUTCD)*

- Guiding document
  - Signage
  - Markings
  - Signals
  - Temporary Traffic Control
- The MUTCD sets uniform standards to ensure consistency for all road users.



# COMMUNITY ENGAGEMENT

## *Active Transportation Plan*

- Extensive community engagement
- Adopted 2024
- A first for the City of Oak Harbor
- Policies include
  - Reducing vehicle speed limits
  - Zoning for walkability
  - Constructing alternative walkways
  - Replacing signals with roundabouts



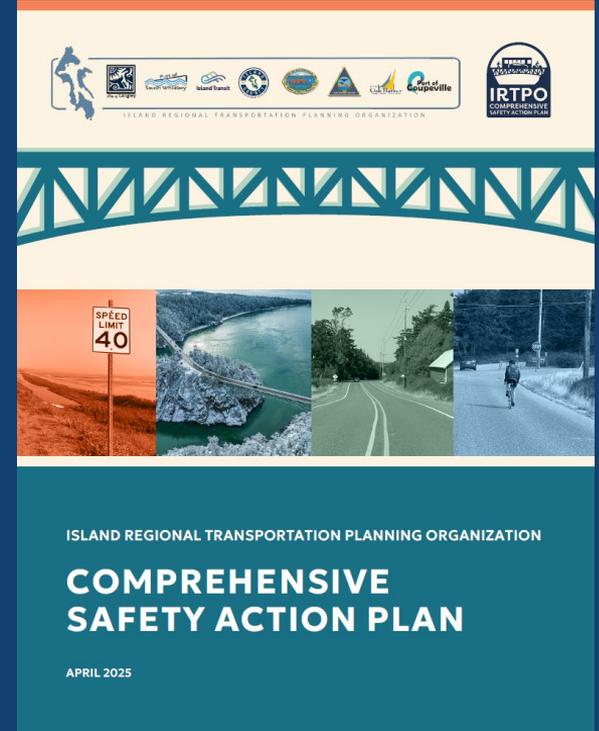
## OAK HARBOR ACTIVE TRANSPORTATION PLAN

ADOPTED APRIL 16<sup>th</sup>, 2024

# COMMUNITY ENGAGEMENT

## *Comprehensive Safety Action Plan*

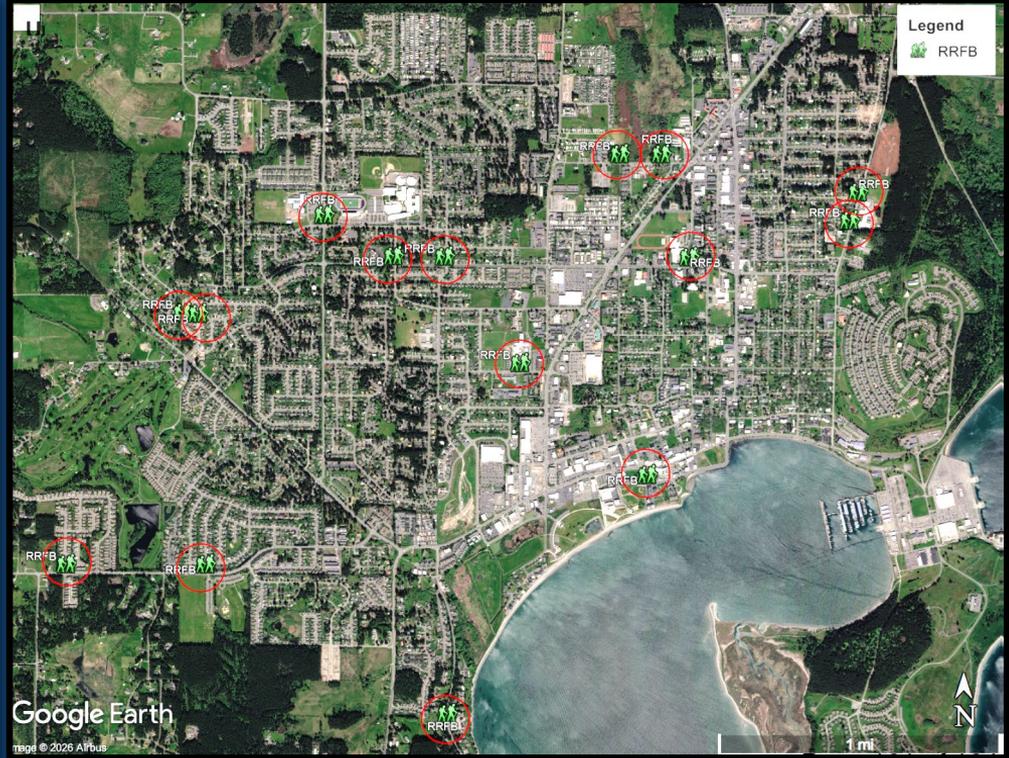
- Extensive community engagement
- Adopted 2025
- A first for the City of Oak Harbor
- Recommendations include
  - Posted speed limit evaluation
  - Intersection pedestrian improvements
  - SR20 multimodal improvements
- Allowed for applying for \$5M of federal Safe Streets for All (SS4A) grant funds for local roadway safety improvements



# RECENT IMPROVEMENTS

## Since 2019 Enhanced Crosswalks

- 15 Rectangular Rapid Flashing Beacons (RRFBs) at crosswalks installed!
- 6 in school areas



# RECENT IMPROVEMENTS

Since 2019

## *Micromobility Lanes*

- 5+ miles installed
- Bicycles
- Scooters
- Boards
- One-Wheels



**Safer and More Enjoyable for Those  
Using Sidewalks on Arterials**



Scooter



E-Bicycle



Bicycle



E-unicycle



Hoverboard



E-scooter

# RECENT IMPROVEMENTS

Since 2019

## Share-Use Paths

- 2,500 feet installed
- Separated
- Pedestrians & Micromobility



NE 7<sup>th</sup> Avenue



SW Swantown Ave.

# COMMUNITY PARTNERS

## Partners

- Oak Harbor Public Schools
- Island County
- Naval Air Station Whidbey Island
- Washington State Dept. of Transportation

## Efforts Continue

- Limits of funding and staff time
- Gather public feedback
- Capitalize on public and private construction projects
- Grant funding opportunities
- State Cuts to Public Works Trust Fund

