

Oak Harbor City Council  
Council Retreat Special Meeting Minutes  
September 11, 2018

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**ROLL CALL**

City Council Present:

Mayor Bob Severns  
Mayor Pro Tem Beth Munns  
Councilmember Rick Almberg  
Councilmember Joel Servatius  
Councilmember Tara Hizon  
Councilmember Erica Wasinger  
Councilmember Jim Woessner  
Councilmember Bill Larsen

Staff Present:

City Administrator Blaine Oborn  
Finance Director Patricia Soule  
Development Services Director Steve Powers  
City Attorney Nikki Esparza  
Fire Chief Ray Merrill  
Public Works Director Cathy Rosen  
Police Chief Kevin Dresker  
Human Resources Director Emma House  
City Clerk Carla Brown  
Mayor's Assistant Deanna Emery

**1. CALL TO ORDER**

Mayor Bob Severns called the meeting to order at 1:02 p.m. and read the following motion passed on July 10, 2018 at a Special City Council Meeting: Councilmember Servatius moved to schedule a Council Retreat in the next 60 days to identify our top funding priorities for the upcoming budget, second by Councilmember Hizon. Motion passed unanimously.

City Administrator Blaine Oborn began the meeting by providing an overview of the documents presented to those present:

- Special Meeting Notice
- 2017-2018 Biennial Budget Sheet
- Potential Goals discussed at May 31, 2018 Council Retreat
- 2018-2019 Position Requests-DRAFT
- 6 Year Project/Equipment Plan Timeline with Biennial Budget 2019-2020-DRAFT

**2. DISCUSSION of FUNDING PRIORITIES for UPCOMING BUDGET**

Discussion took place regarding the following topics:

- Review 2017-2018 Goals
  - Wastewater Treatment Plant planning, development, and completion
  - Windjammer Park Enhancement visioning and planning
  - Economic Development Plan development and adoption
  - Community Affordable Housing needs response
- Regional Parks
  - City needs additional space for Regional Parks in near future
  - Land acquisition and development
  - Potential use of existing land
  - Long-term Funding, setting funds aside for future park acquisition and development, possible grants, leagues, etc.
- Windjammer Park

- Phase II – V funding, planning and development
  - Include in the CIP and budget
  - Long-term Funding, setting funds aside for future enhancement planning and development
- Modern IT Infrastructure
  - City Internal
  - New and Improved Website
  - Fiber capability and compatibility
- Economic Development
  - Develop a plan, then form a structure around plan
  - Municipal Internet Service Provider
  - Economic Development Coordinator
  - Public Affairs/Information Officer
- Affordable Housing
  - Continue to explore avenues for affordable housing
  - Discuss homelessness issues and potential partnerships
- Overview of Draft 2018-2019 Personnel Requests and Draft 6 Year Project/Equipment Plan Timeline including Biennial Budget 2019-2020
  - Each Department Head provided a brief description of their departments personnel, project, and equipment needs for the 2019-2020 Biennial Budget
- Council Notes

Mayor Severns called for a short break at 2:56 p.m. and reconvened the meeting at 3:02 p.m.

### 3. ADJOURNMENT

The meeting adjourned at 3:39 p.m.

Carla Brown, City Clerk