Oak Harbor City Council
Council Retreat Special Meeting Minutes
February 01, 2020

ROLL CALL

City Council Present:
Mayor Bob Severns
Mayor Pro Tem Beth Munns
Councilmember Tara Hizon
Councilmember Joel Servatius
Councilmember Erica Wasinger
Councilmember Jim Woessner
Councilmember Bill Larsen
Councilmember Jeff Mack

Staff Present:
City Administrator Blaine Oborn
Finance Director Patricia Soule
Development Services Director Steve Powers
Fire Chief Ray Merrill
Public Works Director Cathy Rosen
Police Chief Kevin Dresker
Human Resources Director Emma House
City Engineer Jim Bridges
Senior Services Administrator Liz Lange
Harbormaster Chris Sublet
City Clerk Carla Brown
City Administrator’s Assistant Lisa Felix
Legal Admin Assistant Kim Perrine

1. CALL TO ORDER
Mayor Bob Severns called the meeting to order at 9:00 a.m. and welcomed Council, Staff and retreat facilitator, Mike Bailey, CPA.

2. RETREAT GOALS
City Administrator Blaine Oborn began the meeting by providing an overview of 2019 and the overall purpose of the retreat.

- 2019 City Accomplishments
- 2020 City Projects
- 2019 Leadership and Management Challenges
- 2019 All Hands Meeting
- City Mission Statement
- City Goals 1-7
- Retreat Goals: Preparing Early for 2021-2022 Budget Preparation Cycle

3. EFFECTIVE FISCAL PLANNING: ROLES & RESPONSIBILITIES and
4. FISCAL PLANNING DISCUSSION
Mike Bailey, CPA provided training and facilitated discussion on budget terminology, types of funds, municipal budget requirements, budget best practices, and budget process successes.

5. GOAL SETTING for UPCOMING BUDGET
Each Councilmember provided their own top three budget goals and the goals were combined into an overall list. As part of the exercise, Council and Staff then ranked their top three priorities. The following goals received the most points (listed from highest to lowest).

- Economic Development
• Regional Parks
• Effective Transportation Benefit District Plan Implementation
• City Facilities
• IT and Fiber Improvements
• Windjammer Park
• Workforce Housing and Development Permitting

In addition, Council and Staff reviewed the City’s current mission statement, vision and goals. Council discussed and proposed the following potential changes:

• Add the word “sustainable” to the mission statement
  o The City of Oak Harbor is committed to creating a sustainable, vibrant community by delivering quality services, enhancing the quality of life, and fostering economic opportunities.
• Change encourage to maintain in Goal #3
  o Maintain a safe community
• Reword Goal #5 to reflect affordability and economically responsible
• Add a Goal #8
  o Continue to be a leader in environmental pursuits.

6. NEXT STEPS
City staff will review and compile Council’s budget goal discussion and will bring forward to Council for confirmation (February timeframe). In June, staff and Council should have a follow-up meeting to discuss the 2021-2022 budget process and development thus far.

7. COUNCIL COMMENTS – none provided

8. ADJOURNMENT
The meeting adjourned at 3:27 p.m.