



**CITY COUNCIL
SPECIAL MEETING
March 31, 2022 - 8:30 AM
Council Chambers, 865 SE Barrington Drive**

NOTICE IS HEREBY GIVEN that the Oak Harbor City Council will hold a special meeting on Thursday, March 31, 2022 starting at 8:30 AM to hold their annual Mayor and Council Retreat. Council Chambers, 865 SE Barrington Drive

No action outside of goals consensus will be taken at this meeting.

DATED this 29th day of March, 2022 .

Julie Lindsey, City Clerk

SPECIAL MEETING

March 31, 2022

AGENDA

8:30 AM

Retreat Objectives:

- **Connect and Get to Know One Another**
- **Develop Guidelines for Council and Staff Communications**
- **Review and Confirm Citywide Priorities**
- **Identify Council Goals**

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| 1. Continental Breakfast for Participants | 8:30 a.m. - 8:45 a.m. |
| 2. Welcome - Mayor's Opening Remarks | 8:45 a.m. - 8:50 a.m. |
| 3. Icebreaker | 8:50 a.m. - 9:45 a.m. |
| ◦ Write a Headline - In Five Years... | |
| 4. Mayor's Role, Council's Role, Staff's Role | 9:45 a.m. - 10:45 a.m. |

As a newly forming governing body, it's helpful to take a moment to discuss and clarify roles and expectations with each other.

- **What expectations does the Mayor and Council have of Staff?**
- **What expectations does Staff have of the Mayor and Council?**

- What expectations does the Mayor and Council have of one another?

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| 5. BREAK | 10:45 a.m. - 11:00 a.m. |
| 6. Mayor's Role, Council's Role, Staff's Role (continued) | 11:00 a.m. - 11:30 a.m. |
| 7. Citywide Priorities | 11:30 a.m. - 12:00 p.m. |

Unavoidably, there are priorities and goals already on the City's workplan, as some can take years to achieve. Let's take the time to learn and understand these and confirm if they should continue to move forward.

- Presentation of Department Priorities
- Employee Morale & Setting the Culture
- Other Priorities
- Council Q & A

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| 8. Working Lunch - Training | 12:00 p.m. - 1:00 p.m. |
| • Council Q & A | |
| 9. Citywide Priorities (continued) | 1:00 p.m. - 2:00 p.m. |
| 10. Council's Goals | 2:00 p.m. - 3:30 p.m. |

This is an opportunity for the Council to identify what it believes is important for the City to accomplish.

- What goals would the Council like to see the City pursue?
- Are there workplan items already on the list that Council believes need to be completed/accelerated?
- For newly identified goals, is there a consensus or majority to add them to the workplan?

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| 11. BREAK | 3:30 p.m. - 3:45 p.m. |
| 12. Good of the Order | 3:45 p.m. - 4:15 p.m. |
| • Review Budget Schedule | |
| • Council Agenda & Meeting Management | |
| 13. Closing - Closing Remarks | 4:15 p.m. - 4:30 p.m. |