



## PARK BOARD AGENDA

City Hall – Mayor’s Conference Room  
865 SE Barrington Drive, Oak Harbor, WA 98277

**Monday, December 12, 2022**

**11:30 AM**

This will be a hybrid meeting with a physical location and virtual attendance option. The meeting may be viewed via RingCentral online at <https://meetings.ringcentral.com/s/1462104842>. The meeting will also be recorded and rebroadcasted on the City’s YouTube channel.

### 1. CALL TO ORDER/ROLL CALL

<u>Position and Board Member</u>	<u>Attendance</u>
Position 1 – Carrie Stucky	_ In-Person _ Online _ Absent
Position 2 – Chair Jana Warner	_ In-Person _ Online _ Absent
Position 3 – Ronnie Wright	_ In-Person _ Online _ Absent
Position 4 – VACANT	_ In-Person _ Online _ Absent
Position 5 – Rosemary Morrison	_ In-Person _ Online _ Absent
Alternate – VACANT	_ In-Person _ Online _ Absent
Ex Officio Councilmember Jim Woessner	_ In-Person _ Online _ Absent

### 2. ELECTION OF CHAIR AND VICE CHAIR

### 3. APPROVAL OF AGENDA

### 4. APPROVAL OF THE MINUTES

- a. Meeting of November 14, 2022

### 5. PUBLIC COMMENTS

### 6. REPORTS AND DISCUSSION ITEMS

- a. Introduction of Parks & Recreation Director Brian Smith
- b. Director’s Update

### 7. PARK BOARD MEMBER COMMENTS

### 8. ADJOURNMENT

**CITY OF OAK HARBOR  
PARK BOARD MEETING MINUTES  
NOVEMBER 14, 2022**

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This hybrid meeting was hosted from the Mayor’s Conference Room in City Hall and recorded through RingCentral.

**1. CALL TO ORDER/ROLL CALL**

Chair Wagner called the meeting to order at 3:05 p.m.

<b>Position and Board Member</b>	<b>Attendance</b>
Position 1 – Chair Judy Wagner	<b>X In-Person</b> _Online _Absent
Position 2 – Jana Warner	_ In-Person <b>X Online</b> _Absent
Position 3 – Ronnie Wright	<b>X In-Person</b> _Online _Absent
Position 4 – Kristina Mayhew	_ In-Person _Online <b>X Absent</b>
Position 5 – Rosemary Morrison	_ In-Person _Online <b>X Absent</b>
Alternate – VACANT	_ In-Person _Online _Absent
Ex Officio Councilmember Jim Woessner	<b>X In-Person</b> _Online _Absent

*CITY STAFF PRESENT:* City Administrator Blain Oborn, Communications/IT Manager Sabrina Combs, and Executive Assistant Macalle Finkle

*OTHERS PRESENT:* Incoming Board Member Carrie Stucky

**2. APPROVAL OF AGENDA**

Board Member Warner **MOVED** to approve the agenda, **SECONDED** Board Member Wright. **MOTION CARRIED UNANIMOUSLY.**

**3. APPROVAL OF THE MINUTES**

Chair Wagner **MOVED** to approve to meeting minutes of July 11, 2022, **SECONDED** Board Member Warner. **MOTION CARRIED UNANIMOUSLY.**

**4. PUBLIC COMMENT PERIOD**

None.

**5. PARK BOARD MEMBER COMMENTS**

New Board Member Ronnie Wright and incoming Board Member Carrie Stucky were introduced. Chair Wagner confirmed this would be her last meeting and thanked staff and fellow members for their support during her term on the Park Board.

**6. REPORTS AND DISCUSSION ITEMS**

**a. Parks & Recreation Director Recruitment**

City Administrator Oborn stated that the new Parks & Recreation Department Director, Brian Smith, was unanimously confirmed by City Council and would be starting employment on November 30, 2022.

Councilmember Woessner noted during his childhood Oak Harbor had a robust recreational program. His stated his vision was to develop community programming which could be self-sustaining.

**b. Windjammer Park Community Input Process**

Communications/IT Manager Combs informed the Board she had compiled the survey data and that the project would now be handed over to the new Parks & Recreation Director for consideration and future presentation to City Council. She further commented on a public records request for the raw data which was pending.

**c. Harbor Heights Project**

City Administrator Oborn stated the sports complex development plan was placed on hold due to escalating costs. The City in partnership with the Oak Harbor School District and North Whidbey Pool, Parks & Recreation will continue to assess the needs and seek alternatives for recreational fields in our community.

**d. Accessible Park/Playground**

City Administer Oborn advised the Board that development of inclusive recreational spaces was priority of City Council. He further explained that the City could redevelop an existing park already identified in the Capital Improvements Plan.

Councilmember Woessner noted there were multiple ways to accomplish this goal including the creation of a dedicated recreational space for persons with all abilities and the incorporation of accessible features and equipment as we continued to maintain our parks system.

Communications/IT Manager Combs noted the need for accessible parking.

**7. ELECTION OF CHAIR AND VICE CHAIR**

Executive Assistant Finkle noted that with the recent resignation of the Vice Chair and term ending for Chair Wagner on December 1, new officers needed to be appointed. In addition, Kristina Mayhew submitted her resignation from the Board effective November 14, 2022.

Councilmember Woessner suggested selection of a Vice Chair so that at least one officer was in place prior to the Board's next meeting. Discussion ensued regarding the appointment process.

Board Member Wright **MOVED** to appoint Jana Warner as Vice Chair, **SECONDED** Board Member Warner.  
**MOTION CARRIED UNANIMOUSLY.**

**8. FUTURE MEETING DATE/TIME**

Executive Assistant Finkle stated the Board's prior discussion about moving the regular meeting time back to 11:30 am had been tabled, inquiring as to the member's preference.

Councilmember Woessner recalled the meeting time was changed to the afternoon in anticipation of the adding a student member.

City Administrator Oborn noted the proposal to add a student position that was put forth by the former Parks Manager was placed on hold as additional considerations and Municipal Code changes were required. He further advised this was another item being assigned to the new Parks and Recreations Director.

Consensus of members was to hold regular meetings at 11:30 am and revisit the meeting time when the student position further materializes . The next regular meeting was scheduled for December 12, 2022, at 11:30 a.m.

**9. ADJOURN**

The meeting was adjourned at 3:29 pm.