



CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144
TELEPHONE 425-233-6400 | www.medina-wa.gov

Date: February 13, 2023

To: Honorable Mayor and City Council

From: Stephen R. Burns, City Manager

Subject: City Manager Report

- State Route 520 Expansion Joint - The University of Washington completed their final report on the phase 2 joint noise mitigation study and has sent it to WSDOT in late December. UW Professor Per Reinhall and WSDOT are tentatively scheduled to give a presentation to the City Council at the March 13, 2023, City Council Meeting. The report can be found at [SR-520 Noise Update | Medina Washington \(medina-wa.gov\)](#) under documents.
- Council has identified six goals and priorities for staff to work on in 2023. Below are the goals and status update.
 - Create clear timeline and protocols for Council projects to include no new code without an enforcement plan.
 - *City staff is working on this with a tentative timeline to report back to Council in the Fall of 2023.*
 - Strategy for creative revenue sources, relook at fine structure and compare or calibrate with other cities.
 - *Development Services Director Steve Wilcox is providing an update to City Council on February 27 covering short-term and long-term budget outlook and stabilization for Development Services. One of the topics to be covered is the review the fee schedule to ensure it accurately reflects cost recovery. The City Council will have an opportunity to discuss and direct staff on how to proceed.*
 - Implement a full HR system that covers employee lifecycle.
 - *Finance/HR Director Ryan Wagner is working to implement a Human Resources program that will standardize Medina employment requirements. City staff estimates that this will be ready to come to Council in the Summer 2023.*

- Add each department's business lines and service levels on website.
 - *Central Services Director Aimee Kellerman is working with staff to include business lines and service levels to the city website. In addition, city staff is working to improve the search capabilities to the city website. We are still working on the timeline for completion.*

- Research and develop a plan for undergrounding utilities; and
 - *Public Works Director Ryan Osada will be providing an update to the Council at the April 24 City Council Meeting.*

- Research available options for reducing ghost homes.
 - *City Attorney Scott Missall is researching options and will be providing a brief to Council in the Fall of 2023.*

- Gas-Powered Leaf Blower Education Plan – Following Council direction at the January 9, City Council meeting, City staff is creating an education and resource page on the city's website. This page will include an introduction to what Medina is looking into, FAQ's and links to other cities that have banned or are considering a ban on gas-powered leaf blowers. This is part of the education and outreach regarding gas-powered leaf blowers that Council directed to staff.

- Bellevue Fire Report – Bellevue Fire Department is providing a list of calls they respond to in the City of Medina. Attached is the list of the types of incidents and the number of times they responded to Medina in January 2023.