



# CITY OF MEDINA

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**Date:** February 14, 2022

**To:** Honorable Mayor and City Council

**From:** Stephen R. Burns, Interim City Manager

**Subject:** Interim City Manager Report – February 2022

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1. City Management Transition – On January 4<sup>th</sup>, I started my role as interim city manager and have continued to work with department directors and staff to make an efficient transition. I continue to meet routinely with directors to ensure projects and programs stay on track. In addition, I have started to meet with individual staff to gain better understanding of their roles, responsibilities, perspective, and address any concerns. The transition is moving in a positive direction.
2. Medina Finance Director – unfortunately we needed to re-advertise the position since viable candidates removed themselves from consideration for a variety of reasons. Medina Assistant Finance Director Anna Zhu has agreed to act as the interim finance director until a permanent person is hired and we have hired a temporary finance person to assist Zhu until a permanent person is hired.
3. State Route 520 Expansion Joint – University of Washington is targeting for the first week in March for testing, but it may be pushed back depending on the speed of fabrication - they are still doing lab testing until the middle of February. In addition, they are giving an interim report to the legislature in March. An initial draft of the report will go to WSDOT in mid-February.
4. Medina Days – Met with potential organizer to start planning for Medina Days 2022. It is anticipated that Medina Days events will occur during the week of August 8<sup>th</sup>, 2022.