



CITY OF MEDINA

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Date: March 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 and WSDOT will be presenting at the March 13 Medina Council Meeting. See presentation slides in agenda item 4.2.
- The City 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 provided an update to City Council on February 27 covering short-term and long-term budget outlook and stabilization for Development Services. Looking forward, one item we will continue to monitor is the fee schedule to ensure it accurately reflects cost recovery.*
 - 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 the 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 created an education and resource page on the city’s Engage Medina community engagement platform. This page included 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. The link to Engage Medina was provided to the City Council on Thursday, March 9th for feedback and we will be discussing further on Monday, March 13.
- 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 February 2023.