



MEDINA, WASHINGTON

AGENDA BILL

Monday, January 13, 2025

Subject: 2025 Council Retreat Discussion

Category: City Business

Staff Contact: Stephen R. Burns, City Manager

Summary

At the October 14, 2024, Medina City Council Meeting, the Council directed staff include funding for a retreat facilitator in the 2025 budget. The purpose of this facilitator is to help clarify and align the roles and responsibilities of both the City Council and city staff.

To proceed effectively, staff seeks additional guidance on the following items:

1. **Retreat Focus:** What specific goals or outcomes should the retreat aim to achieve?
2. **Facilitator's Role:** What key areas should the facilitator prioritize during the retreat?
3. **Attendees:** Which staff members should be invited? Should all department directors attend? Are there additional staff members to include? City Attorney?
4. **Location:** City Hall or off-site (Overlake Golf and Country Club, other options)?
5. **Day of the Week:** Which day is preferred for scheduling the retreat?
6. **Duration:** How long is the retreat expected to last?

Your input on these details will help ensure the retreat is well-planned and productive.

"Council Retreat Discussion" meets and supports Council's priority 3.

Council Priorities:

1. Financial Stability and Accountability
2. Quality Infrastructure
3. **Efficient and Effective Government**
4. Public Safety and Health
5. Neighborhood Character and Community Building

Attachment:

None.

Budget/Fiscal Impact: The 2025 Medina Operating Budget included \$15,000 for the Council Retreat to include facilitator and venue.

Recommendation: Discussion and direction.

City Manager Approval: 

Proposed Council Motion: N/A

Time Estimate: 15 minutes