



CITY OF MEDINA

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Date: February 10, 2024

To: Honorable Mayor and City Council

From: Stephen R. Burns, City Manager

Subject: Review of 2023 Goals and Priorities and Priorities with Results

On Monday, October 24th, 2022, the Medina City Council held a retreat to discuss 2022/2023 Goals and Priorities.

Council identified six City priorities:

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

The City Council identified six goals for staff to work on in 2023. Below are the goals with results.

- Create a clear timeline and protocols for Council projects to include no new code without an enforcement plan.
 - *The Medina Council approved the final draft at the December 11, 2023, Medina Council Meeting.*
- 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 the City Council on February 27, 2023 covering short-term and long-term budget outlook and stabilization for Development Services.*
- Implement a full HR system that covers employee lifecycle.
 - *Finance/HR Director Ryan Wagner is working with vendor ADP on the draft Human Resource Manual. The manual will ensure the City is meeting all HR requirements. City staff is reviewing the initial draft and will be bringing the manual to Council in the beginning of 2024.*
- Add each department's business lines and service levels on the website.

- *In the first week of June, Central Services Director Aimee Kellerman, working with staff, has included business lines and service levels on the city website – under “Know Your Government” - [Check Out Your Local Government and the Services We Provide | Medina Washington \(medina-wa.gov\)](https://www.medicinawashington.gov/Check-Out-Your-Local-Government-and-the-Services-We-Provide).*
- Research and develop a plan for undergrounding utilities; and
 - *Public Works Director Ryan Osada provided an update to the Council at the April 24, 2023 City Council Meeting.*
- Research available options for reducing ghost homes.
 - *Former City Attorney Scott Missall presented a report to the Council at the October 23, 2023, Council Meeting. Medina City Council members will continue to individually research ways to address this issue.*