



February 13, 2020

**TO:** EDAB  
**FROM:** Deborah Knight, City Administrator  
**SUBJECT:** 2020 Work Plan Update

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Attached is a summary of the 2020 Work Plan and the 2020 First Quarter Work Plan through March 30, 2020.

The website update will be assigned to the management analyst position. The city is currently recruiting to fill the position.

Upcoming items for the second quarter include:

- Updating the city's vision, mission and core values statement
- Updating the downtown fee waiver brochure
- Participating in updating the city's Park and Recreation Open Space Plan
- Participating in the housing policy discussion

This is an opportunity for the board to discuss and provide direction to staff on the 2020 work plan. Any new work plan recommendations will need city council approval.