



CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144
TELEPHONE 425-233-6400 | www.medina-wa.gov

Date: September 14, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Dawn Nations, Acting City Clerk
Subject: Central Services Department Monthly Report

SEPTEMBER AND OCTOBER PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
City Council Special and Regular Meeting	Sept. 14	5:00 pm	In-Person/Online
Park Board Meeting	Sept. 21	5:00 pm	In-Person/Online
Planning Commission Meeting	Sept. 22	6:00 pm	In-Person/Online
City Council Special and Regular Meeting	Sept. 28	5:00 pm	In-Person/Online
City Council Special and Regular Meeting	Oct. 12	5:00 pm	In-Person/Online
Fall Shredder Day/E-Cycling/Drug Take Back	Oct. 17	9:00 am – 12:00 pm	Medina Park -West Parking Lot
City Council Special and Regular Meeting	Oct. 26	5:00 pm	In-Person/Online
Planning Commission Meeting	Oct. 27	6:00 pm	In-Person/Online

Meetings are publicly noticed on the City's three official notice boards, City website, and via GovDelivery. Occasionally notices require publication in the City's official newspaper, The Seattle Times. Public meetings scheduled after publication of this report can be found on the City's website.

RECORDS REQUESTS

During the month of August **17** public records requests were received by Central Services. See **Attachment 1**.

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: In August 2026 the city sent 17 bulletins to 462,936 recipients. For a list of topics and how many subscribers we have signed up for each topic. See **Attachment 2**

Type of Notice	# sent	# of Subscribers
Agenda Packet Notices (Council, PB, PC)	6	15,618
Development Notices	5	305,490
Police Notices (E-Lert program, city event and information, etc.)	4	129,420
City Event/Information Notices (Medina Days, Bridge Repair, pond maintenance, E-bike safety, closures)	2	12,408