



CITY OF MEDINA

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Date: February 13, 2023
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

FEBRUARY AND MARCH PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
President's Day – City Hall Closed	Feb 20		
Park Board Meeting - TENTATIVE	Feb 21	5:00 pm	In-Person/Online
City Council Meeting	Feb 27	5:00 pm	In-Person/Online
Planning Commission Meeting	Feb 28	6:00 pm	In-Person/Online
City Council Meeting	Mar 13	5:00 pm	In-Person/Online
Park Board Meeting	Mar 20	5:00 pm	In-Person/Online
City Council Meeting	Mar 27	5:00 pm	In-Person/Online
Planning Commission Meeting	Mar 28	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.

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: During the month of January, the City issued 30 bulletins amounting to a total of 172,943 bulletins delivered to subscribers; approximately 19.8% were opened. See **Attachment 1**.

As of January 31, the city had 14,159 subscribers (change in total subscribers **+214**), with a combined total of 129,260 subscriptions (change in total subscriptions **+1,632**).

RECORDS REQUESTS

As of January 31, 16 public records requests have been received by Central Services. See **Attachment 2**.