



CITY OF MEDINA

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Date: January 9, 2023
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

JANUARY AND FEBRUARY PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
Emergency Preparedness Committee Meeting	Jan 11	4:00 pm	In-Person/Online
Martin Luther King Jr. Day – City Hall Closed	Jan 16		
Park Board Meeting	Jan 17	5:00 pm	In-Person/Online
City Council Meeting	Jan 23	5:00 pm	In-Person/Online
Planning Commission Meeting	Jan 24	6:00 pm	In-Person/Online
Comprehensive Plan Visioning Workshop	Jan 26	5:00 pm – 8:00 pm	Medina Elementary 8001 NE 8 th Street
City Council Meeting	Feb 13	5:00 pm	In-Person/Online
President's Day – City Hall Closed	Feb 20		
Planning Commission Meeting	Feb 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 December, the City issued 33 bulletins amounting to a total of 202,268 bulletins delivered to subscribers; approximately 19% were opened. See **Attachment 1**.

As of December 31, the city had 13,935 subscribers (change in total subscribers **+131**), with a combined total of 127,323 subscriptions (change in total subscriptions **+704**).

RECORDS REQUESTS

As of December 31, 7 public records requests have been received by Central Services. See **Attachment 2**.