



CITY OF MEDINA

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Date: September 12, 2022
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

SEPTEMBER AND OCTOBER PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
Park Board Meeting	Sep 19	5:00 pm	Virtual/Online
City Council Meeting	Sep 26	5:00 pm	In-Person/Online
Planning Commission Meeting	Sep 27	4:00 pm	Virtual/Online
City Council Meeting	Oct 10	5:00 pm	In-Person/Online
Park Board Meeting	Oct 17	5:00 pm	In-Person/Online
Planning Commission Meeting	Oct 25	4:00 pm	In-Person/Online
Shredder/Drug-Take Back/E-cycling Day	Oct 29	9:00 am – 12:00 pm	Medina Park Parking Lot

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 July and August, the City issued 30 bulletins amounting to a total of 122,235 bulletins delivered to subscribers; approximately 19.2% were opened. See **Attachment 1**.

As of August 31, the city had 13,320 subscribers (change in total subscribers **+342**), with a combined total of 124,714 subscriptions (change in total subscriptions **+3,926**).

RECORDS REQUESTS

As of August 31, 21 public records requests have been received by Central Services. See **Attachment 2**.