



CITY OF MEDINA

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Date: October 14, 2024
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

OCTOBER AND NOVEMBER PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
Planning Commission Meeting	Oct 22	6:00 pm	In-Person/Online
City Council Meeting	Oct 28	5:00 pm	In-Person/Online
Election Day	Nov 5		
Planning Commission Special Meeting	Nov 6	6:00 pm	In-Person/Online
Veterans Day – City Hall Closed	Nov 11		
City Council Meeting - TUESDAY	Nov 12	5:00 pm	In-Person/Online
Park Board Meeting	Nov 18	5:00 pm	In-Person/Online
Planning Commission Special Meeting	Nov 18	6:00 pm	In-Person/Online
City Council Meeting – CANCELLED	Nov 25		
Thanksgiving Holiday – City Hall Closed	Nov 28		
Day After Thanksgiving Holiday – City Hall Closed	Nov 29		

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 September, the City issued 21 bulletins amounting to a total of 167,673 bulletins delivered to subscribers; approximately 13.8% were opened. See **Attachment**.

As of September 30, the city had 19,935 subscribers (change in total subscribers **-1,138**), with a combined total of 180,668 subscriptions (change in total subscriptions **+6,066**).

RECORDS REQUESTS

During the month of September, 13 public records requests were received by Central Services. See **Attachment 2**.