



CITY OF MEDINA

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Date: May 8, 2023
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

APRIL AND MAY PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
Open House – Gas-Powered Leaf Blowers	May 11	5:00 pm – 6:30 pm	City Hall – Council Chambers
Park Board Meeting	May 15	5:00 pm	In-Person/Online
Joint City Council and Planning Commission Meeting	May 22	5:00 pm	In-Person/Online
Planning Commission Meeting – CANCELLED	May 23		
Memorial Day – City Hall Closed	May 29		
City Council Meeting	Jun 12	5:00 pm	In-Person/Online
City Council Meeting - CANCELLED	Jun 26		
Planning Commission Meeting	Jun 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.

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: During the month of April, the City issued 32 bulletins amounting to a total of 191,506 bulletins delivered to subscribers; approximately 16.6% were opened. See **Attachment**.

As of April 30, the city had 14,818 subscribers (change in total subscribers **+140**), with a combined total of 134,270 subscriptions (change in total subscriptions **+1,260**).

RECORDS REQUESTS

For March and April, 27 public records requests have been received by Central Services. See **Attachment 2**.