



CITY OF MEDINA

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Date: March 10, 2025
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
Park Board Meeting	Mar 17	5:00 pm	In-Person/Online
City Council Meeting	Mar 24	5:00 pm	In-Person/Online
Planning Commission Meeting	Mar 25	6:00 pm	In-Person/Online
City Council Meeting	Apr 14	5:00 pm	In-Person/Online
Spring Shredder/E-cycling and Drug Take Back Day	Apr 19	9:00 am – 12:00 pm	Medina Park – 8301 NE 12 th St.
Planning Commission Meeting	Apr 22	6:00 pm	In-Person/Online
City Council Meeting	Apr 28	5:00 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 February, the City issued 20 bulletins amounting to a total of 228,450 bulletins delivered to subscribers; approximately 15% were opened. See **Attachment 1**.

As of February 28, the city had 20,751 subscribers (change in total subscribers **-120**), with a combined total of 188,002 subscriptions (change in total subscriptions **-352**).

RECORDS REQUESTS

During the month of February, 17 public records requests were received by Central Services. See **Attachment 2**.