



CITY OF MEDINA

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Date: June 10, 2024
To: Honorable Mayor and City Council
Via: Stephen R. Burns, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

JUNE AND JULY PUBLIC MEETINGS AND EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Juneteenth Holiday – City Hall Closed	Jun 19		
City Council Retreat	Jun 24	5:00 pm	In-Person Only
Independence Day Holiday – City Hall Closed	Jul 4		
City Council Meeting	Jul 8	5:00 pm	In-Person/Online
Parks and Recreation Board Meeting	Jul 15	5:00 pm	In-Person/Online
City Council Budget Retreat	Jul 22	5:00 pm	In-Person Only
Planning Commission Meeting	Jun 23	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 May, the City issued 19 bulletins amounting to a total of 143,855 bulletins delivered to subscribers; approximately 14.2% were opened. See **Attachment**.

As of May 31, the city had 18,779 subscribers (change in total subscribers **+414**), with a combined total of 168,635 subscriptions (change in total subscriptions **+4,768**).

RECORDS REQUESTS

During the month of May, 24 public records requests were received by Central Services. See **Attachment 2**.