



CITY OF MEDINA

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Date: April 14, 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
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
City Council Meeting	May 12	5:00 pm	In-Person/Online
Park Board Meeting	May 19	5:00 pm	In-Person/Online
Memorial Day – City Hall Closed			
City Council Meeting – Tuesday	May 27	5:00 pm	In-Person/Online
Planning Commission Meeting	May 28	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 March, the City issued 19 bulletins amounting to a total of 108,177 bulletins delivered to subscribers; approximately 14.8% were opened. See **Attachment 1**.

As of March 31, the city had 20,693 subscribers (change in total subscribers -58), with a combined total of 188,126 subscriptions (change in total subscriptions +124).

RECORDS REQUESTS

During the month of March, 9 public records requests were received by Central Services. See **Attachment 2**.