



# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
TELEPHONE 425-233-6400 | [www.medina-wa.gov](http://www.medina-wa.gov)

---

**Date:** November 10, 2025  
**To:** Honorable Mayor and City Council  
**Via:** Jeff Swanson, City Manager  
**From:** Dawn Nations, Acting City Clerk  
**Subject:** Central Services Department Monthly Report

---

## **NOVEMBER AND DECEMBER PUBLIC MEETINGS AND EVENTS**

<b>Event</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
City Council Meeting	Nov. 10	5:00 pm	In-Person/Online
City Hall Closed – Veterans Day	Nov. 11		
Park Board Meeting	Nov. 17	5:00 pm	In-Person/Online
Planning Commission Meeting	Nov. 18	6:00 pm	In-Person/Online
City Council Special Meeting	Nov. 19	5:00 pm	In-Person/Online
City Hall Closed – Thanksgiving Holiday	Nov. 27		
City Hall Closed – Day after Thanksgiving	Nov. 28		
City Council Meeting	Dec. 8	5:00 pm	In-Person/Online
Annual Medina Team Appreciation Luncheon	Dec. 11	12-2:00 pm	Overlake Golf & Country Club
Christmas Ships Event	Dec. 22	5:30 pm	Medina Beach Park

*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:** In October 2025 the city sent 26 bulletins to 216,028 recipients.

## **RECORDS REQUESTS**

During the month of October 21 public records requests were received by Central Services. See **Attachment 1**.

## **EVENT DETAILS**

The annual Medina Team Appreciation Luncheon will be on Thursday, December 11, 2025, at Overlake Golf and Country Club from 12:00 PM to 2:00 PM. This is a special event to express our gratitude to staff and volunteers for their continued hard work and dedication to Medina. We will also be honoring our outgoing Councilmember Mac Johnston (2022-2025) and past Councilmember Jennifer Garone (2018-2024) for their years of service to our community by serving on the Medina City Council. We extend our

sincere appreciation for their contributions to the city.

Annual Christmas Ships Event will be on Monday, December 22, 2025, at 5:30 PM at Medina Beach Park. This event is organized by the Medina Park Board. Event details will be updated on the website.