



CITY OF REDMOND PARKS, ARTS, RECREATION, CULTURE, AND CONSERVATION (PARCC) PLAN

2023 PARCC Community Involvement Plan

**Redmond
Parks and
Recreation**



Redmond
WASHINGTON

March 2022

City of Redmond Parks, Arts, Recreation, Culture, and Conservation Plan: Community Involvement Plan

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How to use this community involvement plan

The City will use this community involvement plan to guide the process for informing and engaging all people who live, work and play in Redmond as well as City and Park and Recreation staff, to ensure that the 2023 PARCC Plan reflects the City of Redmond's growing and changing community.

This community involvement plan describes the involvement [objectives](#) and the [outreach strategies](#), including the [outreach methods](#) the City will use to achieve them. City staff will use this plan to review preliminary research on Redmond's [demographic profile](#), a description of [key audiences](#), and to ensure consistent communication with [key messaging](#) and materials. The community involvement team will use these components as the framework to build the relationships and connections needed to inform the Redmond Parks, Arts, Recreation, Culture, and Conservation Plan update. The appendices include preliminary [partners and community contacts](#) and [key audience outreach](#) lists that support the community involvement plan approach.

The City may update this plan at major milestones to reflect community input.

City of Redmond Parks, Arts, Recreation, Culture and Conservation: Community Involvement Plan

Project description

The 2023 Redmond Parks, Arts, Recreation, Culture and Conservation (PARCC) Plan will outline a framework to improve the City's parks, trails, facilities, and community centers, as well as respond to the changing and growing needs of Redmond's diverse communities. This framework will define objectives for recreation and cultural arts programs and park resources over the next six to 20 years.

As part of a regular six-year update, the 2023 PARCC Plan will update elements of the 2017 plan, including the community profile, the parks and recreation system's needs, existing inventory, and service gaps. An action plan will recommend projects and initiatives. A funding plan will include capital projects, implementation timeline, and funding strategy and sources. These elements of the 2017 PARCC Plan need an update to reflect community changes since adoption and to ensure the City continues to be eligible for state-based grants, including [Washington State and Conservation Office \(RCO\)](#) grants.

Updating the PARCC Plan provides an opportunity to evaluate community members' use of existing infrastructure and recommend updates that better meet their needs and priorities. The 2023 PARCC Plan will respond to evolving trends in recreation, level of park use during the COVID-19 pandemic, and population changes in the City. The plan update will include an assessment of equitable access to parks and programs for all park visitors.

The 2023 PARCC Plan will reflect input from communities across Redmond, including those that have not historically been engaged in parks planning discussions, especially people who use languages other than English, youth under the age of 18, and people with disabilities. Engaging people with these identities will provide vital information on how the City of Redmond can offer equitable, accessible, and welcoming recreational activities and access to parks and open space to all people who live, work, and play in Redmond.

The PARCC Plan provides a framework for decision-making to guide the planning, development, and maintenance of Redmond's parks, recreation facilities, trails, and community centers. The Plan will align with existing citywide plans and policies including the [Redmond 2050](#) plan and meet RCO requirements for funding. The objectives of the 2023 PARCC plan are to:

- Include input from local residents and community partners through meaningful and equitable community outreach, sensitive to COVID-19 restrictions, that will inform plan development;
- Update the park system inventory and conduct a conditions assessment of parks, public art, trails, facilities, and programs to guide the development of a systemwide needs assessment;
- Compose goals, strategies, and actions to enhance services and respond to community needs;

- Examine and analyze services and standards, including levels of service, recreation programming, and maintenance and operations needs in relation to funding; and
- Develop a concise, adaptive, and actionable plan with clear implementation strategies for RCO acceptance.

The 2023 PARCC Plan will include:

An updated community profile that contains an overview of Redmond, including a demographic profile and natural characteristics of the City’s topography, watersheds, and critical areas.

A comprehensive inventory of parks, trails, recreation amenities, and community centers.

An evaluation of Parks and Recreation facilities level of service. Level of service describes the amount and quality of park and recreation facilities that are needed to serve the community at a desired and measurable standard. The evaluation will describe the primary facility level of service based on park classification (type of facility) and a secondary level of service that considers travel distance-based geographic distribution and facility accessibility. These evaluations will be informed by input from a public process that includes community members, stakeholders such as local employers and advocacy groups, City Commissions, and City Council. Assessing equitable facility and program access will be a key part of evaluating level of service.

An evaluation of Recreation programs level of service that includes a comprehensive list and analysis of the city’s recreation programs, accessibility, participation levels, and program relevance to the community. This evaluation will be informed by input from a community process that includes community members, stakeholders such as local employers, and advocacy groups.

A Capital Improvement Plan (CIP) with an update to the 2019-2024 Parks and Recreation CIP including a prioritized list of long-range projects and recommendations for developing a Capital Replacement Program.

An Implementation Strategy including recommendations and operational considerations, in addition to financing options. The City will complete a [State Environmental Policy Act \(SEPA\)](#) environmental checklist as part of the process.

A summary of the community involvement process and how community input informed the 2023 PARCC plan. The City’s goal is to reflect the diverse needs of the community and provide all residents equitable access to open space, recreational facilities, and meaningful programming.

Demographics

Redmond is a city in King County, Washington, located 15 miles east of Seattle. Its primary industry is technology and includes large employers such as Microsoft and Nintendo. The 2020 population estimate of Redmond City is 73,256, an increase in population from the 2010 estimate of 54,144.

Following is a preliminary snapshot of demographics from [the U.S. Census Bureau QuickFacts](#) with estimates from July 1, 2021. The City will conduct a more thorough analysis for the PARCC Plan to ensure accuracy.

Age and health

- 22.4% of the population is younger than 18 years of age.
- 10.8% of the population is older than 65 years of age.
- 3.8% of all people under 65 years of age have a disability.

Education and income

- 97% of the population has a high school diploma or higher education.
- 71.8% of all people ages 25 and higher have a bachelor's degree or higher.
- 5.4% of the total population have incomes at or below the [Federal Poverty Guidelines](#).
- The median household income (in 2019 dollars), 2015 - 2019 was \$132,188

Computer and internet access

- 7.1% of households do not have internet access at home.
- 2.4% of households have no computer at home.
- 4.9% of households do not have broadband access at home.

Race and ethnicity

- 55% of the population identifies as white alone.
- 36.4% of the population identifies as Asian alone.
- 6.8% of the population identifies as Hispanic or Latino.
- 4.7% of the population identifies as being two or more races.
- 1.8% of the population identifies as Black or African American alone.
- 0.2% of the population identifies as Native Hawaiian alone or Other Pacific Islander alone.
- 0.2% of the population identifies as American Indian and Alaska Native alone.

Population characteristics

- 45.4% of households use a language other than English at home.

- 40.5% of the population are foreign born persons.
- 2,035 people are registered veterans.

Community involvement objectives

The primary reasons for a community involvement process are to inform Redmond residents, businesses, and visitors about the 2023 PARCC Plan, provide equitable and inclusive opportunities for community members to influence the future of parks and recreation programming in the City, and to learn from the community. The input from community members will inform the plan and help guide the City’s decisions for future parks and recreation activities.

The City and the community involvement consultant team will reach out to community leaders and community-based organizations (CBOs), including cultural associations, faith-based organizations (FBOs), interest and advocacy groups, and other social groups that may not have been historically involved with the planning of Redmond’s parks and recreational activities. The following objectives will help the City reach the goal of inclusive involvement.

Objectives

- OBJECTIVE 1** **Increase awareness about existing parks and recreation facilities while communicating the importance of the 2023 PARCC Plan to the future of Redmond’s public spaces.**
 Broaden the awareness of the current recreation facilities.
 Communicate to the community the current conditions of parks, trails, and facilities. Gather community input about use and accessibility.
- OBJECTIVE 2** **Identify future recreational and programming needs and interests of the local Redmond community and park users who work in the area.**
 Engage residents, park users, large employers, public officials, and community interest groups, with special attention to reach people in communities that have historically not been engaged. Focus on BIPOC communities, youth under the age of 18, and people with disabilities. Provide the City of Redmond with an understanding of the community’s needs, priorities, and perspectives to develop a plan that reflects the community’s recreational programming interests and assesses the relevance of current programs.
- OBJECTIVE 3** **Create opportunities for community involvement throughout the planning process.**
 Provide opportunities for the community to learn about the project in the language(s) they prefer and provide input at key milestones. This includes meeting people where they are and using accessible involvement tools.

OBJECTIVE 4 **Build community trust and strengthen community relationships.**
Provide an understanding of how the City will incorporate community input in the 2023 PARCC Plan. Provide clear and timely information to help the community understand the challenges, limitations, and opportunities of the plan.

OBJECTIVE 5 **Build enthusiasm and excitement for the 2023 PARCC Plan.**
Conduct the community process in a way that generates enthusiasm and support by providing fun and engaging opportunities to learn about and provide meaningful input to the Plan. Send the message that recreation opportunities in Redmond are accessible for all skill levels. Gather input to inform the PARCC plan of the community's desire for new and different programming that aligns with the changing population and increasing diversity of the community.

Outreach strategies

The following strategies will support the objectives throughout the planning process:

- Provide relevant and timely information to the community and interest groups, including opportunities to provide input at key decision-making milestones.
- Include culturally relevant involvement tools to reach and lift the voices of people from historically underrepresented communities.
- Use a range of involvement methods to inform and engage the community.
- Report back to the community on what the City heard from them and how the City used their input to influence the PARCC Plan.
- Engage in constructive dialogue on issues and opportunities.
- Provide decision makers with information on the community's perspectives and recreation priorities.
- Conduct engaging and interactive events that promote community participation.

Key audiences

The community involvement consultant team will work with the City of Redmond Parks and Recreation staff to inform and engage community members and specific audiences. In general, audiences include residents and, existing and potential park and recreation users and visitors, local schools, faith-based organizations and cultural centers, community-based organizations, large employers in the City of Redmond, and people who work in Redmond.

The team will coordinate with the City of Redmond's Diversity Equity and Inclusion Manager to identify organizations and groups that represent hard-to-reach communities. The involvement team will identify specific audiences for focused outreach, with an emphasis on people who are people who use languages other than

English, people with disabilities, communities identified in the Redmond 2050 plan as areas for growth, and youth under the age of 18.

When considering key audiences, types of diversity are independent but may be present in combinations. There is sometimes, but not always, more than one factor present. For example, a person with a disability may or may not be older than 65 years of age, or a person of color may or may not have a disability and may or may not have a low income.

See [Appendix A](#) for a preliminary list of potential audience members.

KEY AUDIENCE: People with disabilities

Strategies

- Connect with advocacy organizations and service providers.
- Partner with local FBOs that offer social services including alternate transportation.
- Coordinate with alternative job training centers and large employers for distributing information and surveys.
- Distribute information by posting to bulletin boards at grocery stores and shopping hubs.
- Post signs at parks, trails, playgrounds, recreation sites, and public kiosks. Include a QR code to access information online.
- Connect with Lake Washington School District's Special Education PTSA
- Staff tables at festivals and free events
- Reach out to King County Metro for promoting the survey on bus shelters and in-bus ad space.
- Provide information to medical centers for distributing information and surveys.

KEY AUDIENCE: People who use languages other than English

Working with the community involvement consultants' Language Services Specialists to develop recommendations for reaching people who use Chinese, Russian, and Spanish, the City will reach out to key audiences that use languages other than English.

People who use Chinese

- Partner with local Chinese CBOs, FBOs and cultural centers.
- Distribute information by posting to bulletin boards at grocery stores, shopping hubs, and local parks (especially near playgrounds)
- Hold staffed pop-up events (tabling) at grocery stores that are low-interaction oriented to allow people to engage at a level they feel comfortable with.
- Contact Redmond Saturday Market to reach out to vendors who are Chinese. Attend these events with a table that is low-interaction oriented to allow people to engage at a level they feel comfortable with.
- Provide flyers to bakers and bubble tea shops for patrons to take with them.

- Partner with preschools, schools and colleges that have Chinese culture, language, and immersion classes.
- Reach students through college bulletin boards and international student association, as well as social media posts specific to international students.
- Use social media prevalent in the Chinese community, specifically, WeChat, discussion websites, and Facebook groups.

People who use Russian

- Partner with local Russian cultural and community centers.
- Connect with Russian FBOs and churches that offer Russian language services and holiday events.
- Distribute information by posting to bulletin boards at grocery stores and shopping hubs in adjacent communities such as Bellevue and Kirkland.
- Use social media and news media websites prevalent in the Russian community including WhatsApp, Telegram, Viber, Facebook and Vk.
- Connect with local libraries that have English for Speakers of Other Languages (ESOL) classes.
- Consider reaching the Russian-speaking populations in other communities slightly farther away such as Auburn, Everett, Renton, and Tacoma. Some of these cities have international groceries, Russian restaurants, and churches that may draw large participation.

People who use Spanish and people who are Latinx

- Partner with local Latinx cultural centers and FBOs, especially churches who offer Spanish-language services, and holiday events.
- Distribute information by posting to bulletin boards at grocery stores and shopping hubs.
- Talk with the school district about clubs such as Latinos Unidos in high schools.
- Partner with Latinx community-based organizations.
- Contact Redmond Saturday Market to reach out to vendors who are Latinx. Hold a pop-up/tabling event at
- Reach out to the soccer community.
- Promote communications through Facebook classifieds.
- Connect with local libraries that have English for Speakers of Other Languages (ESOL) classes

KEY AUDIENCE: Communities identified in the Redmond 2050 plan as areas for growth

Strategies that align with the key audiences listed above will include outreach in the Overlake, Downtown, and Marymoor neighborhoods.

- Contact Seattle Light Rail for posting information at stations and in rail cars.
- Connect with organizations that serve and use Marymoor Park.
- Reach out to senior and/or assisted living facilities in Overlake and Marymoor Village.
- Distribute information by posting to bulletin boards located in much-frequented public spaces
- Share survey and meeting announcements with community-based organizations

KEY AUDIENCE: Youth under the age of 18

Strategies

- Partner with youth centers.
- Reach out to faith-based organizations with youth groups.
- Connect with youth-oriented organizations such as the YMCA, YWCA.
- Partner with Redmond Youth Partnership Advisory Committee (RYPAC)
- Review Parks and Recreation programming activity registrations.
- Reach out to high school organizations, especially school newspapers and through school communication tools.
- Attend youth oriented public events.
- Distribute information by posting to bulletin boards located in much-frequented public spaces.

KEY AUDIENCE: People who are unhoused and people who are experiencing homelessness

Strategies that include reaching people where they are.

- Post information in public spaces including parks, shopping centers and transit hubs.
- Reach out to service providers, shelters, schools and community centers.
- Partner with churches and foodbanks.
- Connect with medical centers and urgent care facilities.

[See Appendix B](#) for a preliminary community outreach list.

Key messages

The City of Redmond and the community involvement consultant will communicate with the public throughout the planning process using the following key messages. Key messages will provide guidance for verbal and written communications. The City and project team will use the messages in communication materials and will modify them for specific situations.

- The 2023 PARCC Plan is a six-year guide developed by the City of Redmond Parks and Recreation for managing and enhancing parks, open space, trails, recreation, and cultural arts opportunities.
- The last PARCC plan update, in 2017, gave the Parks and Recreation department valuable information for updating the park system. Informed by public input the City responded by including new projects such as the opening of Redmond Central Connector Phase II and Redmond Community Center at Marymoor Village, renovation of Westside Park and the Redmond Pool, and others.
- You are helping the City envision the future. Everyone in the community plays an important role in the planning process by sharing their vision for the parks and recreation system and identifying priorities for future programs, events, and upgrades to existing parks. Share your voice. Your input will directly influence the 2023 PARCC plan.

- The City of Redmond currently provides and maintains over 1,351 acres of public park land and includes 47 parks, 59 miles of trails, 15 play areas, 11 sports fields, and 110 pieces of public art. In addition to parks and trails, we operate three community centers, a historic farm park, the Redmond Pool, and an art studio at Grass Lawn Park.
- The City of Redmond envisions a parks and recreation system where everyone plays. The updated plan will reflect the changing needs of the community and create a path for park improvements and programming that more closely aligns with the desired activities of the City's changing and growing population. Informed by people who live, work, and play in Redmond, the updated plan will reflect community aspirations for recreational programming and improvements to parks.
- Redmond Parks and Recreation is committed to providing inclusive recreational opportunities and supporting members of communities with special needs. The City is committed to ensuring that activities are accessible to all people who live, work, and play in Redmond.
- The City of Redmond will offer public input opportunities during the entire planning process for the 2023 PARCC Plan and strive to engage communities that have been historically underrepresented, with a focus on people with disabilities, youth under the age of 18, and people who identify as Black, Indigenous, or a person of color (BIPOC).

Outreach methods, schedule, and key milestones

Using the [International Association for Public Participation \(IAP2\) spectrum for levels of engagement](#), the involvement team will use several methods to inform, consult, and involve the public. The levels of involvement will include:

Inform - provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities, and/or solutions.

Consult - obtain public feedback on analysis, alternatives, and/or decisions.

Involve - work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

Engagement methods will include virtual and in-person meetings, email communications, social media posts, city newsletter articles, distribution of a park survey through mail and online. The parks team will also hold "pop-up events" which are opportunities to have a table at a local event. The team will collaborate with the City of Redmond's Diversity, Equity and Inclusion Manager to identify organizations and groups that represent hard-to-reach communities.

The Parks and Trails Commission will be actively involved in the development, review, and refinement of the PARCC Plan. The commission is representative of the Redmond community and act as an advisory board for the update.

See Appendix C for the outreach schedule and key milestones.

**Events contingent on COVID-19 restrictions*

Appendix A: Preliminary partners and community contacts

Organizations representing and/or led by people with disabilities

Organization
ADS - Aging and Disability Services
Alliance of People with disAbilities
Sound Generations
Bridge Disability Ministries (Bellevue)
Bridge of Promise
Brightmont Academy
Community Living Connections
King County Disability Consortium
Lake Washington School District PTSA Special Education Group
Microsoft
Washington Autism Alliance
YMCA
YWCA

Organizations representing and/or led by youth 18 and younger

Organization
Boys and Girls Club of King County
Central Oregon Community College - Redmond Campus
Farrel-McWhirter (teen volunteers)
First Baptist Church of Redmond - Youth group
Friends of the Redmond Library
Friends of Youth, Redmond
Futurepreneurs Unlimited
Lake Washington School District, and Parent, Teacher, Student Assoc (PTSA)
Meadowbrook Church Youth Ministry
Redmond YoungLife
Old Firehouse Teen Center - City of Redmond
Panthers Youth Rugby
Redmond Youth Partnership Advisory Committee (RYPAC) - City of Redmond
Redmond Kiwanis Club - Key Clubs at Redmond High School and the Bear Creek School
Redmond Little League
Redmond Toddler Group

Organizations representing and/or led by people in the Chinese community

Organization
Bellevue School District: Mandarin Dual Language program
Chinese Information and Service Center - Redmond Senior Center
Eastside Little Learner
Evangelical Chinese Church of Seattle

Jin Ting Chinese Dance School
Redmond Chinese Assembly
Seattle Chinese Garden
Spectrum Academy
United Chinese Americans of Washington State
Washington State Chinese Community Coalition
YoYo Chinese Schoolhouse

Organizations representing and/or led by people in the Russian community

Organization
Academy of Russian Classical Ballet
Armenian Cultural Association of Washington
Holy Resurrection Armenian Apostolic Church (Armenian House Community Center)
Russian Community Center
Russian in Seattle
Russian Language School (Bellevue)
Russian Parents of Washington (Bellevue)
School of Russian Language (Bellevue)
Seattle Russian Mamas and Papas
St. George Coptic Orthodox Church

Organizations representing and/or led by people in the Latinx community and representing populations that speak Spanish

Organization
Centro Cultural Mexicano
Consejo Counseling and Referral Service
Goodwill Redmond (ESOL classes)
Iglesia Creekside Cristiana
Lake Washington School District Spanish-English Dual Language Choice Program
Latino Hispanos En Acción Together (H.E.A.T.)
Latinos Unidos
Overlake Christian Church
Seattle Latino Film Festival
St. Louise Parish (Bellevue)

Arts and culture institutions

Organization
Ananda Mela
Experience Redmond
Indian American Community Services
India Association of Western Washington

Muslim Association of Puget Sound
Redmond Art Works
Redmond Indian Association
Second Story Repertory
Venues for Artists in the Local Area (VALA) Eastside
Seattle Latino Film Festival
Urban Native Education Alliance

Overlake and Marymoor Village

Organization
Property management companies representing people who rent
Aegis Living Marymoor
Ardmore Elementary School
Assistance League of the Eastside
Eastside Rugby Club
Friends of Marymoor Park (and associated clubs)
Marymoor Community Gardens
Marymoor Montessori School
Northwest Cricket Club
Overlake School
Overlake Christian Church
Overlake Terrace Assisted Living
Redmond Community Center at Marymoor Village
Sound Transit Light Rail
Together Center

Organizations serving people who are un-housed and people experiencing homelessness

Organization
Assistance League of the Eastside
ARCH of King County
Avon Villa
Camp Unity East Side
Congregations for the Homeless Emergency Men’s Shelter
Eastside Shelter for Families
Friends of Youth - Redmond
Hopelink
Lake Washington United Methodist Church Safe Parking Program
Overlake Christian Church Safe Parking Ministry
St Jude’s Parish Safe Parking Program
Together Center

Representative organizations and large local employers (employees above 500 not including the City or school district) In order of number of employees:

Organization
Microsoft Corporation
Eurest Dining Services
Nintendo of America
Honeywell International
United Parcel Service
Stryker Corporation
Facebook Technologies
OneRedmond
Rotary Club of Redmond

Internal City of Redmond Committees/Groups:

- o Redmond Parks and Trails Commission
- o RYPAC (teens)
- o SAC (Senior Advisory Committee)
- o Redmond Senior Community Center (RSCC) group
- o Adaptive program participants & families (we have a email listserv)
- o Farrel-McWhirter volunteers (group of teens)
- o Avon Villa- low income housing in Redmond.- we’re doing a low-cost camp for them this summer
- o Redmond Historical Society- we have existing relationship with them and we sub-lease our space to them at Old Redmond Schoolhouse
- o Kiwanis - we often partner with them, and they support our programs & events
- o Rotary Club- we often partner with them, and they support our programs & events

Appendix B: Key audience preliminary outreach list

People with disabilities	
Method	Organization / Business / Event
Flyer distribution, bulletin boards, and signs	Grocery stores and farmers markets, parks and playgrounds, community centers, medical centers,
Shop/restaurant counters	Shopping centers,
Colleges, schools, pre-school	Lake Washington PTSA Special Education Group
Partnering with FBOs	Bridge Disability Ministries (Bellevue)
Partnering with transportation service providers	Eastside Easy Rider Collaborative, Hopelink,
Connecting with advocacy groups	Move Redmond, Bridge of Promise, Alliance of People with disAbiliites
Pop-up events	Local farmers markets, free events and festivals, Park and Recreation permitted events, Color Festival, Redmond Saturday Market, Derby Days

Large employers	Microsoft (see list from Beckye Frey/Redmond 2050) see list above
Youth ages 18 and under	
Method	Organization / Business / Event
Flyer distribution, bulletin boards, and signs	Grocery stores and farmers markets, parks and playgrounds, shopping centers, community centers,
Partnering with FBOs	Youth groups
Colleges, schools, preschool	Lake Washington Technical College, RYPAC, Lake Washington School District, Peachjar with LWSD, LWSD PTSA
Media websites	High school (maybe middle school) journalists
City Parks and Recreation Website	Pop-out link to survey in all four languages,
Pop-up events	Local farmers markets, free events and festivals, Park and Recreation permitted events, Color Festival, Redmond Saturday Market, Derby Days
People who use Chinese	
Method	Organization / Business
Flyer distribution, bulletin boards, and signs	Grocery stores such as H-mart; M&M Foods, Costco Parks and playgrounds, Richmond Town Center - by the water fountain and seating areas
Shop/restaurant counters	Sharetea, Yifang Taiwan Fruit Tea, Meetea Café
Colleges, schools, preschool	YoYo Chinese Schoolhouse, Eastside Little Learners, Spectrum Academy, South Seattle College's Seattle Chinese Garden, Bellvue School District: Mandarin Dual Language program
Partnering with FBOs	Evangelical Chinese Church, Redmond Chinese Assembly
Facebook, We Chat	Chinese Meet Seattle, Chinese in Seattle, Seattle Chinese Mom, Groups such as shopping groups, sports groups
Discussion websites	https://www.seattlechinaren.com
Media websites	http://seattlechinesepost.com http://seattlechinesetimes.com https://iexaminer.org
Pop-up events	Free events and festivals and broader Seattle Chinese celebrations such as the Seattle Chinese Garden Kite Festival, Seattle Chinese Garden Bamboo Festival, and the Bamboo Circle Celebration
People who use Russian	
Method	Organization / Business
Flyer distribution, bulletin boards, and signs	Parks and playgrounds, Richmond Town Center - by the water fountain and seating areas

	Grocery stores such as: European Deli & Produce (Kirkland), International Deli (Bellevue), Arbat Natural Foods (Kirkland), European Grocery (Bellevue)
Shop/restaurant counters	Restaurant and cafes outside of Redmond such as: Blinchiki (Bellevue), Rush in Dumplings (Kirkland) Piroshy Piroshky (Bellevue)
Partnering with CBOs	Russian Parents of Washington, Russian Community Center Redmond
Partnering with FBOs	St. Katherine Orthodox Church (Kirkland), Russian Center at FGM Church
Colleges, schools, preschool	University of Washington, Department of Slavic Languages, Academy of Russian Classical Ballet, Russian Language School (Bellvue), School of Russian Language (Bellevue)
Social media: Facebook, WhatsApp, Telegram, Viber, and Vk, Meetup	Russian Community Center (Redmond), Russian Language in Seattle and WA / <i>Русский язык в Сиэтле и Вашингтоне</i> , Russian Seattle; Russian Bellevue, Redmond Neighbors, Russian Washington, Russian Parents of Washington; Russian Washington, Russian In Seattle / Washington (South,) Saturday conversation in Russian (Meetup)
Media websites	Russianseattle.com
Pop-up events	Redmond Saturday Market, Bellevue Farmers Market, festivals and free events

People who use Spanish and people who are Latinx

Method	Organization / Business
Flyer distribution, bulletin boards, and signs	Mercado Latino, La Quemada; La Superior Market; Plaza Mexico
	Parks and playgrounds, Richmond Town Center - by the water fountain and seating areas
Shop/restaurant counters	La Quemada, La Superior (Bellevue)
Partnering with CBOs	Centro Cultural Mexicano, H.E.A.T, Latinos Unidos
Partnering with FBOs	St, Louise Parish (Bellevue), Iglesia Creekside Cristiana, Overlake Christian Church
Colleges, schools, preschool	Latinos Unidos, Bellevue College for Continuing Education, Goodwill Redmond (ESOL classes), Lake Washington School District Spanish-English Dual Language Choice Program
Social media: Facebook	Groups: Latinos Unidos https://www.facebook.com/latinos.unidos.56614
	Classifieds: Clasificados Seattle, Clasificados King County, Clasificados de Redmond Wa, Free

	Clasificados WA Bellevue, Clasificados Snohomish & King County
Media websites	https://www.elmundous.com/ https://elsietedias.com/ https://www.larazanw.com/
Pop-up events	Festivals and free events such as Mexican Independence Day, Food Bank events at St Louise Parish (Bellevue), Seattle Latino Film Festival
Large employers	Microsoft (see list from Beckye Frey/Redmond 2050), Eurest Dining Services, Stryker, see list above
People who are unhoused and people who are experiencing homelessness	
Method	Organization / Business / Event
Flyer distribution, bulletin boards, and signs	Grocery stores and farmers markets, Parks and playgrounds, Redmond Town Center - by the water fountain and seating areas
Partnering with CBOs	Together Center
Partnering with FBOs and shelters	See extensive list in above section
Partnering with medical centers	Swedish Emergency Room, Evergreen Health Emergency, Concentra Urgent Care, Overlake Clinics Urgent Care
Colleges, schools	Lake Washington School District
Pop-up events	Local farmers markets, free events and festivals, Park and Recreation permitted events, Color Festival, Redmond Saturday Market, Derby Days

Appendix C: Outreach methods, schedule, and key milestones

Timeline	Key Milestone	Outreach method	Purpose	Engagement level	Task Driver
February	Project Kickoff	City of Redmond Commission Sessions	Project introduction to the Commission	Inform, Consult	Redmond staff
<i>MAILED SURVEY</i>					
mid-March	Needs assessment: Survey "Live"	Community survey "live"	Gather widespread input from Redmond residents and park users to understand park usage and community needs	Inform, Consult, Involve	Consultant team
		Council email	Awareness		Redmond Staff
		Update to City website	Inform website visitors about project, link to survey	Inform, Consult	Redmond staff advised by consultant team
		Postcard mailing	Promote survey - mailing to zip codes based on demographic analysis and Redmond staff's identified priority communities	Consult	Consultant team
		Parks and Trails Commission	Review results and synthesize information for next steps in planning process	Involve	Redmond Staff

Timeline	Key Milestone	Outreach method	Purpose	Engagement level	Task Driver
STAKEHOLDER DISCUSSIONS					
Late March-May (prior to virtual public meeting)	Stakeholder discussions begin	<i>Mixed group of interests</i> <i>Residents or managers of multifamily buildings (urban)</i>	Two Group discussions/interviews with specific stakeholder groups to understand park usage and community needs <ul style="list-style-type: none"> Mixed group of interests for discussions (Recreation, sports, art) Balance of needs 	Consult	Consultant team
		<i>Unhoused individuals</i>	6 one-to-one interviews with specific stakeholder groups to understand park usage and community needs. Potential groups: <ul style="list-style-type: none"> PEPS or other young families Dog owners Russian/Hispanic/SE Asian communities* Healthy aging/active living groups Arts focus Teens Special interests: Cricket/Rugby/Gardens 	Consult	Consultant team
Late March		Sharing on social media begins -	Message, take the survey, attend virtual community meeting #1		
		Parks and Trails Commission	Help identify groups to target in these meetings	Consult	Redmond Staff
late April/early May		Stakeholder discussions continue	Interviews with specific stakeholder groups to understand park usage and community needs	Involve	Consultant team
ONLINE SURVEY					

Timeline	Key Milestone	Outreach method	Purpose	Engagement level	Task Driver
late-March	Needs assessment: Online Survey "Live"	Online engagement begins (social media posts, etc.)	Promote the survey through online engagement, leverage Redmond's social network	Consult	Redmond staff advised by consultant team
late-March		City e-News, Parks e-news	Promote survey	Consult	Redmond staff advised by consultant team
		emails to partner groups and organizations with a link to the survey and invitation to share with their networks	Get the community excited about the possibilities	Consult	Redmond staff advised by consultant team
(in mailboxes ~April 18)		City Focus newsletter (mailing)	Promote survey, upcoming virtual meeting	Involve	Redmond staff advised by consultant team
		Sharing on social media continues	Promote survey to targeted groups <ul style="list-style-type: none"> • PRR Language specialists 		Redmond staff/Consultant team
April		Utility bill insert	Promote survey to broad audience	Involve	Redmond staff
		Outreach to student journalists	Promote survey to youth		
April		Yard Signs in Parks	Promote survey to Park & Trail Users	Inform	Redmond Staff
Late March/April		Poster distribution	Promote survey to targeted groups and locations. <ul style="list-style-type: none"> • PRR Language specialists • Parks Maintenance and Operations • Parks and Trails Commission 	Inform	Consultant Team
		Parks and Trails Commission	Promote the survey, review results, synthesize information for gaps in future outreach or topics for research	Involve	Redmond Staff

VIRTUAL COMMUNITY MEETING #1

Timeline	Key Milestone	Outreach method	Purpose	Engagement level	Task Driver
June 1 6:30 pm	Needs assessment: Survey "Live"	Virtual community meeting # 1	Get the community excited about the possibilities, gather "live" feedback, intro to the project and sharing survey. Poll top questions. (slide further out to here top level highlights from survey)	Involve	Consultant team and Redmond staff
		Focus Newsletter	Join the meeting: JUNE 1, 6:30 p.m.	Inform	
		Sharing on social media continues	message take the survey/join a meeting	Inform	
		Non-English Speaking groups/orgs outreach	Advertise meeting will have translations	Inform	Language staff to promote to channels
POP UP EVENTS					
Summer	Needs assessment: Survey "Live"	Pop-up events	Meet people where they are. Attend events to speak with people in person if possible		
2-Apr	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>Beat the Bunny 5K at City Hall</i> 	Involve	Redmond staff advised by consultant team, potentially supported by Parks and Trails Commission
28-May	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>Asian Pacific Islander Festival 12-6</i> 		
4-Jun	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>Festival of Color</i> 		
18-Jun	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>VegFest (DT Park)</i> 		
July 8-10	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>Derby Days</i> 		
July 30-31	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>Ananda Mela</i> 		
August	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>Rockin' on the River (Senior focus)</i> 		
Various	<i>(tentative, suggested list)</i>		<ul style="list-style-type: none"> • <i>Underrepresented geographic areas (ie Overlake, Grasslawn, dependent on initial feedback)</i> 		

Timeline	Key Milestone	Outreach method	Purpose	Engagement level	Task Driver
			<ul style="list-style-type: none"> <i>Downtown-dog park focus</i> 		
MEETING IN A BOX					
Late summer/fall	Develop Content		Determine Meeting in a Box objective and ask of community	Inform	Consultant Team
		Community meetings (guest at already-scheduled meetings)	Use Meeting -in-a-Box toolkit to engage	Consult	Redmond staff advised by consultant team
		Targeted outreach	Who is missing from survey results, virtual meeting, and stakeholder groups? Key Audiences/Upcoming Community Meetings		
		Sharing on social media continues -	message add virtual meeting # 2 announcement)		
DOG PARKS (NEW, tentative)					
Summer		<i>Intercept in Downtown, pop up dog</i>	<i>Gather feedback on need, concerns</i>		
		<i>Apartment Building Meeting</i>	<i>Meet with Red 160 and other buildings in DT core to discuss need and impacts</i>		
<i>After PARCC survey-fall?</i>		<i>Online Survey</i>	<i>Dog owner/Not, Live in DT/have yard, how would get to park, level of need, features, concerns, site ranking, What has Kirkland/Bothell done?</i>		

Timeline	Key Milestone	Outreach method	Purpose	Engagement level	Task Driver
		<i>Social media outreach</i>			
Virtual community meeting # 2					
September	Draft plan development	Virtual community meeting # 2	Share what the survey has informed the design team of. Fill in gaps	Consult	Consultant team and Redmond staff
		Parks and Trails Commission	Provide feedback on design and promotion of the community meeting	Involve	Caroline, Consultant team
		Social media messaging: attend virtual community meeting #2			
		Email prior participants			
Review and Approval					
December and January	Review and approval	City of Redmond Commission Sessions	Review and report out to Commission	Consult	Redmond staff