



Memorandum

Date: 7/9/2024

File No. CM 24-307

Meeting of: Committee of the Whole - Finance, Administration, and Communications

Type: Committee Memo

TO: Committee of the Whole - Finance, Administration, and Communications

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files	425-556-2166
Executive	Lisa Maher	425-556-2427

DEPARTMENT STAFF:

Executive	Derek Wing	425-556-5844
-----------	------------	--------------

TITLE:

2024 City Council Outreach Activities

OVERVIEW STATEMENT:

Executive Department staff will present an overview of City Council’s participation options in:

- Derby Days July 13
- Bellevue School District Joint Meeting August 1 (tentative)
- Downtown Park Redmond Art Walk (DRAW) September 19
- Conversations with Council in Downtown Park September (date TBD)

Staff will also gauge the Council’s interest and confirmation of participation in these activities.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

- Receive Information Provide Direction Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
N/A
- **Council Request:**
Community outreach opportunities requested by City Council.
- **Other Key Facts:**

N/A

OUTCOMES:

Councilmembers will:

- Be informed on a draft plan and provide feedback to staff for these various events.
- Commit to volunteer shifts at events and sign up via email with staff.
- Provide staff with clear direction on any desired additional outreach activities in 2024 and into 2025.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

· **Timeline (previous or planned):**

July 9, 2024 - Discuss proposal and receive Council direction

July 13, 2024 - Derby Days

August 1, 2024 - Bellevue School District (tentative)

September 19, 2024 - Downtown Redmond Art Walk (DRAW)

September 2024 (date TBD) - Conversations with Council

Additional dates are to be determined based on meeting discussion and direction.

· **Outreach Methods and Results:**

Derby Days and the Downtown Redmond Art Walk will be heavily promoted via the City’s various communication channels. Councilmembers are encouraged to invite their networks to see them at Council tables.

· **Feedback Summary:**

N/A

BUDGET IMPACT:

Total Cost:

Budget: \$2,500

Approved in current biennial budget:

Yes

No

N/A

Budget Offer Number:

00026

Budget Priority :

Strategic and Responsive and Vibrant and Connected

Other budget impacts or additional costs:

Yes

No

N/A

If yes, explain:

N/A

Date: 7/9/2024

Meeting of: Committee of the Whole - Finance, Administration, and Communications

File No. CM 24-307

Type: Committee Memo

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
5/14/2024	Item presented to Council at FAC	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

As these events are coming up later this quarter, staff is requesting confirmation of Council participation, location, and timing prior to booking events.

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

N/A