

Moderator's Guide

City of Redmond, WA
Group Dates: March 31, 2026
Job #1022

I. Introduction (10 minutes for section/10 minutes total group time)

- A. Moderator introduction
- B. Disclosures:
 - 1. Confidentiality
 - 2. Recording, observers
- C. How focus groups work/overview
- D. Participant introductions:
 - 1. First name, where you live
 - 2. Favorite activities

II. Life in Redmond (20 minutes/30 minutes)

- A. What do you think are some of the best things about living in Redmond? What do you like most about living here?

(Moderator could write on onscreen word doc)

- B. What would you say are some of the biggest problems or issues in Redmond that need to be addressed?

III. City Priorities and Guiding Principles (20 minutes/50 minutes)

- A. Thinking about Redmond's future, what do you think the City's priorities should be when making decisions about the City's future?

(SHOW HANDOUT #1 ON SCREEN: "What do you think the City's priorities should be when making decisions about the City's future?" Write at least three bullets)

- B. What should be the City's guiding principles they think about when considering actions to take, laws to pass, projects or efforts to work on?

- C. Regarding planning for Redmond's future, what would be the **one thing** that you would **definitely do** if you had the power to?

- 1. What makes that the number one thing for you? What makes this a priority?

IV. Feedback on current priorities draft (40 minutes/90 minutes)

(Show Handout #2: Current City priorities overview.)

- A. The City of Redmond has outlined a series of priorities they use to guide decision making.
 - 1. Do these seem like good overall categories?
 - 2. What kinds of things do you think are contained in each of these?
 - 3. How would you know if the City is doing well on these?

(Show Handout #3 Safe and Resilient.)

- B. Okay, now here are some more details about each of these priorities. Let's take them one at a time. For Safe and Resilient, when you see the outcomes, do these seem like the right outcomes?
 - 1. What ones are not here?
 - 2. Would you describe them in a different way?
 - 3. How would you know if the City is doing well on these?

(Show Handout #3 Vibrant and Connected.)

- A. Okay, now Vibrant and Connected. Do these seem right?
 - 1. What ones are not here?
 - 2. Would you describe them in a different way?
 - 3. How would you know if the City is doing well on these?

(Show Handout #3 Healthy and Sustainable.)

- A. Okay, now Healthy and Sustainable. Do these seem right?
 - 1. What ones are not here?
 - 2. Would you describe them in a different way?
 - 3. How would you know if the City is doing well on these?

(Show Handout #3 Strategic and Responsive.)

- A. Okay, now Strategic and Responsive. Do these seem right?
 - 1. What ones are not here?
 - 2. Would you describe them in a different way?
 - 3. How would you know if the City is doing well on these?

V. Dashboard Indicators? (xx minutes/xx minutes)

(This would investigate the dashboard indicators)

VI. Wrap Up (5 minutes/110 minutes)

(Optional questions we may ask depending on remaining time and need)

- A. What are your thoughts on what the City has developed here?
- B. You learned a lot today you didn't know before the group; what are your reflections now having been through this session?
- C. What else would you want to make sure the City of Redmond considers when thinking about planning for the future?