



## Memorandum

**Date:** 7/11/2023

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

**File No.** CM 23-324

**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	Jill Smith	Communications Manager
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**TITLE:**

2023 City Council Outreach Activities Follow-Up

**OVERVIEW STATEMENT:**

Executive Department staff is seeking direction from Councilmembers on their interest in any additional outreach opportunities this year. Options could include:

1. Council Conversations in Downtown Park - casual, reception style, no formal program
2. Special Council meeting in Downtown Park - rental and audio visual expenses
  - Council type meeting, or
  - Specific topic of discussion
3. Saturday Market (or tabling at another community event)
4. Town Hall at a neighborhood school or other non-city facility
5. Other

☐ **Additional Background Information/Description of Proposal Attached**

**REQUESTED ACTION:**

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

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- **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 provide staff with clear direction on any desired additional outreach activities in 2023.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
July 15, 2023 - Derby Days  
Aug. 17, 2023 - Downtown Redmond Art Walk (DRAW)  
Additional dates to be determined based on meeting discussion and direction
- **Outreach Methods and Results:**  
Will be determined based on Council's decision.
- **Feedback Summary:**  
N/A

**BUDGET IMPACT:**

**Total Cost:**

Will be determined based on Council's decision.

**Approved in current biennial budget:**

☒ Yes

☐ No

☐ N/A

**Budget Offer Number:**

100.14100.00490.51160

**Budget Priority:**

Strategic and Responsive

**Other budget impacts or additional costs:**

☐ Yes

☒ No

☐ N/A

***If yes, explain:***

N/A

**Funding source(s):**

General Fund

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**Budget/Funding Constraints:**

N/A

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
6/13/2023	Committee of the Whole - Finance, Administration, and Communications	Receive Information

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
7/15/2023	Special Meeting	N/A
8/17/2023	Special Meeting	N/A

**Time Constraints:**

A minimum of six weeks is requested to coordinate and promote any additional Council outreach activities.

**ANTICIPATED RESULT IF NOT APPROVED:**

If Council chooses not to participate, no additional outreach activities will be planned.

**ATTACHMENTS:**

None