



Memorandum

Date: 1/11/2022

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

File No. CM 21-650

Type: Committee Memo

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

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Executive	Lisa Maher, Deputy Director, Executive Department	425-556-2427
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DEPARTMENT STAFF:

Executive	Jill Smith	Communications Manager
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TITLE:

Discuss Community Conversations 2022

OVERVIEW STATEMENT:

Staff will present an additional opportunity for Councilmembers to meet with residents to receive feedback and answer questions on a variety of topics. The proposed event format will build off the last Community Conversations, held on November 8, 2021.

The proposed date is Tuesday, March 29, 2022, which is the fifth Tuesday of March and will not conflict with a Council meeting. The meeting time will be slightly extended to 6:15 - 8 p.m. to allow additional time for questions. We will once again offer a hybrid meeting format including in-person at Redmond City Hall as well as online via Teams meeting. The hybrid format offers options for all community members to participate as they are comfortable.

Councilmembers will be asked if they have any feedback to provide staff on the last Community Conversations event, including what they thought worked well or could be improved upon. Details will be finalized based on staff, community, and Council input received.

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

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
N/A

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- **Council Request:**

N/A

- **Other Key Facts:**

N/A

OUTCOMES:

Councilmembers will be informed on a draft plan for Q1 2022 Community Conversations and will provide feedback on the last event.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

January: Finalize proposal

January/February: Plan and promote

March 2022: Event

- **Outreach Methods and Results:**

City channels will be used for promoting the meeting including the city website, Focus newsletter, weekly enews, email invitations, posters, and social media. Council will be provided emails and social media messaging to share with their networks.

- **Feedback Summary:**

N/A

BUDGET IMPACT:

Total Cost:

Budget: \$1,000

Approved in current biennial budget:

☒ Yes

☐ No

☐ N/A

Budget Offer Number:

238

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

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

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COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
11/8/2021	Special Meeting	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
3/29/2022	Special Meeting	N/A

Time Constraints:

A two-month planning period is optimal timing.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the Community Conversation meeting will not be held.

ATTACHMENTS:

None