



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

FROM: Jill Smith, Community Involvement and Outreach Supervisor

DATE: February 26, 2019

SUBJECT: Communications Update – 2019 Neighborhood Conversations

I. PURPOSE ☒ For Info Only ☐ Potential Agenda Item ☐ Scheduled for Council Action

II. RECOMMENDATION

The purpose of this memo is to provide an update to the Committee on the status of the 2019 Neighborhood Conversations planning.

III. DEPARTMENT CONTACTS

Jill Smith, Community Involvement and Outreach Supervisor, 425-556-2448
Lisa Maher, Communications & Marketing Manager; 425-556-2427
Maxine Whattam, Chief Operating Officer; 425-556-2310

IV. DESCRIPTION/BACKGROUND

In preparation for the fourth annual Neighborhood Conversation series, Communication staff is returning to Committee to provide an update on the planning process.

At the January Committee meeting, Councilmembers expressed interest in hosting between two to five Neighborhood Conversations in 2019. Staff will present three proposed 2019 dates and locations – one each in April, May and June. The proposal will include one of the three meetings during the late afternoon with a focus on Redmond businesses and employment population.

V. TIME CONSTRAINTS

Final dates and locations should be selected by March 1, 2019, which will allow time to finalize event logistics and effectively market the spring Neighborhood Conversations to the community.

VI. LIST OF ATTACHMENTS

None