



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

**FROM:** Lisa Maher, Communications and Marketing Manager

**DATE:** May 28, 2019

**SUBJECT:** Communications Update - May 2019

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

**II. RECOMMENDATION**

Not applicable

**III. DEPARTMENT CONTACTS**

Maxine Whattam, Chief Operating Officer, 425-556-2310

Lisa Maher, Communications & Marketing Manager, 425-556-2427

Jill Smith, Community Involvement and Outreach Supervisor, 425-556-2448

**IV. DESCRIPTION/BACKGROUND**

Communication Division staff will brief Council on the following topics.

**A. Derby Days Council Booth Theme**

Council will be presented with, and asked to provide input on, a proposed concept for the City Council booth at Redmond's annual Derby Days festival on July 13.

**B. Neighborhood Conversations**

Staff will ask for any feedback from Council in preparation for the next Neighborhood Conversations event on June 20 at Audubon Elementary. Additional marketing promotions for June 20 will include a neighborhood postcard mailing and Facebook event advertising. Mayor Marchione will narrate the video promotion for this event.

**C. Community Involvement**

The City is dedicated to decision making that is informed by robust community involvement. Communication staff will present and discuss two new tools to support

the enhancement of Redmond's community involvement during the June FAC Committee of the Whole meeting.

- Community Involvement Guidebook
- Online Open House

**V. TIME CONSTRAINTS**

None

**VI. LIST OF ATTACHMENTS**

Attachment A: 2019 Derby Days Council Booth Concept