



## Memorandum

**Date:** 5/11/2021  
**Meeting of:** City Council Study Session

**File No.** SS 21-036  
**Type:** Study Session

**TO:** Members of the City Council  
**FROM:** Mayor Angela Birney  
**DEPARTMENT DIRECTOR CONTACT(S):**

Executive	Malisa Files	425-556-2166
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**TITLE:**

Community Strategic Plan Overview and Update

**OVERVIEW STATEMENT:**

This Study Session will provide the opportunity for Council to review, discuss, and provide feedback on desired edits and updates to the Community Strategic Plan (CSP).

The CSP was created to provide guidance for the City's work and a road map for implementation of the City's strategic initiatives. The CSP was last revised in August of 2020 with an update of the strategies, objectives, measures, and actions that make up the overarching themes of the Plan (please see Attachment A). On April 27, 2021, Council discussed the items that they would like to focus on in the future. Specifically, an update to the CSP would include future strategies as identified by the Council, revised timelines for action, and measurements of success.

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

**REQUESTED ACTION:**

☐ **Receive Information**      ☒ **Provide Direction**      ☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Community Strategic Plan
- **Required:**  
N/A
- **Council Request:**  
Council last discussed the CSP on April 27, 2021
- **Other Key Facts:**  
The CSP is a roadmap to implementation of priority strategies Council and staff will concentrate on in the coming years.

**OUTCOMES:**

The Study Session on May 11, 2021, will be one of many discussions about the actions to be taken to revise the CSP. Implementation timelines and measurements of success will need to be established as the key strategic actions are identified. The proposed plan for updating the CSP would include:

- Incorporate revisions and continuing actions for work that has been completed, such as the Housing Action Plan and climate emergency declaration.
- Add new strategic elements, if needed.
- Establish potential revenue elements based on Council's revenue discussions.
- Update all accomplishments and measurements.
- Discuss a proposed performance measure dashboard or identify a few key measures that encompass the work of the strategic plan that can be reported on regularly going forward.
- Establish timeline for updates to Council.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
In the past, [LetsConnectRedmond.com <https://www.letsconnectredmond.com/CommunityStrategicPlan>](https://www.letsconnectredmond.com/CommunityStrategicPlan) questionnaires were used to gather input into the CSP. The draft CSP was also a part of the discussions with the budget results teams.
- **Outreach Methods and Results:**  
Outreach methodologies will be established once agreement of the timeline for Council revisions.
- **Feedback Summary:**  
N/A

**BUDGET IMPACT:**

**Total Cost:**

The revisions of the CSP use staff time that is budgeted in the current biennium. If Council chooses to use a consultant to help with the update, then a budget would need to be established.

**Approved in current biennial budget:** ☐ Yes ☒ No ☐ N/A

**Budget Offer Number:**

The Community Strategic Plan is a cross-departmental effort and the staff time used to update the plan are in a variety of offers.

**Budget Priority:**

The Community Strategic Plan spans all budget priorities.

**Other budget impacts or additional costs:** ☐ Yes ☒ No ☐ N/A

**If yes, explain:**

N/A

**Funding source(s):**

N/A

**Budget/Funding Constraints:**

N/A

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

The Community Strategic Plan has been discussed in a variety of Council meetings. The most recent dates are provided below.

**Previous Contact(s)**

Date	Meeting	Requested Action
6/23/2020	Study Session	Receive Information
7/14/2020	Study Session	Provide Direction
4/27/2021	Study Session	Provide Direction

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

**Time Constraints:**

The CSP provides a road map and implementation steps toward fulfillment of the City's vision. It is a living document and will be updated continuously as the described goals are achieved.

**ANTICIPATED RESULT IF NOT APPROVED:**

Staff will use other planning documents, such as the Comprehensive Plan and the biennial budget to identify key initiatives.

**ATTACHMENTS:**

Attachment A: Community Strategic Plan (August 2020 Revision)