

City of Redmond



Agenda

Tuesday, January 20, 2026

4:30 PM

**City Hall: 15670 NE 85th St; Remote: Comcast Ch. 21/321, Ziplify Ch. 34,
Facebook (@CityofRedmond), Redmond.gov/rctvlive, or 510-335-7371**

Committee of the Whole - Public Safety and Human Services

Committee Members

Vivek Prakriya, Presiding Officer

Jessica Forsythe

Vanessa Kritzer

Angie Nuevacamina

Menka Soni

Melissa Stuart

Vacant

Meetings can be attended in person, viewed live on RCTV (redmond.gov/rctlive), Comcast Channel 21/321, Ziply Channel 34, Facebook/YouTube (@CityofRedmond), or listen live at 510-335-7371

AGENDA

ROLL CALL

A. Action Items - 25 minutes

1. Approval of the 2026 Public Safety and Human Services [CM 26-024](#)
Committee of the Whole Workplan

[Attachment A: 2026 Public Safety and Human Services Workplan](#)

Council, 10 minutes

Requested Action: Consent, February 3rd

2. Diamond Parking 6-Month Contract Extension [CM 26-035](#)

[Attachment A: Diamond Parking Contract Extension](#)

[Attachment B: Non-Competitive Procurement Justification](#)

Department: Police, 5 minutes

Requested Action: Consent, February 3rd

3. King County Independent Force Investigations Team [CM 26-027](#)
(IFIT-KC) Interlocal Agreement Modification

[Attachment A: Original IFIT-KC Interlocal Agreement, March 2021](#)

[Attachment B: Modified IFIT-KC Interlocal Agreement, December 2025](#)

Department: Police, 5 minutes

Requested Action: Consent, February 3rd

4. Adoption of Three Resolutions Related to Provision of [CM 26-022](#)
Affordable Housing

a. Adopt a Resolution Approving the Allocation of \$1,217,000 to A Regional Coalition for Housing (ARCH) for the Development of Affordable Housing

b. Adopt a Resolution Approving the Recommended Changes to the House Key Plus ARCH East King County Downpayment Program

c. Adopt a Resolution to Delegate Administrative Duties to Bellevue for the ARCH Housing Trust Fund (HTF) Financing Agreements that Pre-Date the 2010 Interlocal Agreement (ILA) Amendment

[Attachment A: Resolution - ARCH Housing Trust Fund 2025 Award](#)

[Attachment A, Exhibit A: ARCH Memo - ARCH 2025 Award Recommendations](#)

[Attachment B: Resolution - Updates to Down Payment Assistance](#)

[Attachment B, Exhibit A: ARCH Memo - Updates to Down Payment Assistance](#)

[Attachment C: Resolution - Delegation of pre-2010 ARCH HTF Administration](#)

[Attachment D: ARCH Memo - Delegation of pre-2010 ARCH HTF Administration](#)

[Attachment E: Housing Commitments 2025 Year End](#)

Department: Planning and Community Development, 5 minutes

Requested Action: Consent, February 3rd

B. Feedback for Study Session - N/A

C. Informational - 30 minutes

1. Housing and Human Services Overview: Build More Housing [CM 26-021](#)
Faster (Presentation 2 of 4)

[Attachment A: 2026 Housing and Human Services Council Presentation \(2 of 4\) - Build More Housing Faster](#)

Department: Planning and Community Development, 30 minutes

Requested Action: Informational

D. Read Only - N/A**E. Items from Other Committees - 5 minutes**

1. Correction of Two Classifications (Grade FS30 and Grade [CM 26-032](#) FS40) within the 2026 Fire Support “FS” Pay Plan
[Attachment A: 2026 Fire Support “FS” Pay Plan Redline](#)
[Attachment B: 2026 Fire Support “FS” Pay Plan](#)

Department: Human Resources, 5 minutes

Requested Action: Consent, January 20th

ADJOURNMENT

Meeting videos are usually posted by 12 p.m. the day following the meeting at redmond.legistar.com, and can be viewed anytime on Facebook/YouTube (@CityofRedmond) and OnDemand at redmond.gov/OnDemand



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-024

Type: Committee Memo

Approval of the 2026 Public Safety and Human Services Committee of the Whole Workplan



Redmond
WASHINGTON

Committee of the Whole - Public Safety and Human Services

2026 Work Plan

Presiding Officer: Councilmember Vivek Prakriya

Directors: Chief Darrell Lowe, Police; Chief Adrian Sheppard, Fire; Carol Helland, Planning

Quarter	Police	Fire	Planning (Human Services)
1 Jan. Feb. Mar.	Updates <ul style="list-style-type: none"> Parking Enforcement Vendor Selection Contracts/Agreements <ul style="list-style-type: none"> Diamond Parking Contract Extension Ordinances/Resolutions <ul style="list-style-type: none"> Parking Enforcement Ordinance Amendment 	Updates <ul style="list-style-type: none"> Quarterly OEM Report Quarterly OT Report Quarterly Fire Loss v. Save Report New Items <ul style="list-style-type: none"> Fire Operational Permits Fire Impact Fees Acceptance of Williams Co. Donation (\$1,000) Contracts/Agreements <ul style="list-style-type: none"> FEMA Subrecipient Grant (tentative) EMPG Grant Approval Ordinances/Resolutions <ul style="list-style-type: none"> Update to Fire Operational Permits Update/Adopt new Fire Impact Fees 	Updates <ul style="list-style-type: none"> Housing Framework #2 Rapid Response Fund Allocation and Update Contracts/Agreements <ul style="list-style-type: none"> Public Defense Grant Evaluation



Redmond
WASHINGTON

Committee of the Whole -
Public Safety and Human Services

2026 Work Plan

		<ul style="list-style-type: none">Ordinance for Williams Co. Donation (\$1,000)	
2 Apr. May Jun.	<p>Updates</p> <ul style="list-style-type: none">Q1 Police Activity ReportPolice Technology <p>New Items</p> <ul style="list-style-type: none">2025 Annual Report <p>Ordinances/Resolutions</p> <ul style="list-style-type: none">HB 1515-Alcohol Service (<i>tentative</i>)	<p>Updates</p> <ul style="list-style-type: none">Quarterly OEM ReportQuarterly OT ReportQuarterly Fire Loss v. Save ReportAnnual Report <p>New Items</p> <ul style="list-style-type: none">Jr. Fire Chief Ceremony (<i>tentative</i>) <p>Contracts/Agreements</p> <ul style="list-style-type: none">EMAC WildlandDNR Wildland ContractDept. of Ecology Grant Acceptance	<p>Updates</p> <ul style="list-style-type: none">2027/2028 HS Funding ProcessHousing Framework #3Housing Framework #4
3 Jul. Aug. Sept.	<p>Updates</p> <ul style="list-style-type: none">Q2 Police Activity ReportPolice Technology <p>Contracts/Agreements</p>	<p>Updates</p> <ul style="list-style-type: none">Quarterly OEM ReportQuarterly OT ReportQuarterly Fire Loss v. Save Report	<p>Updates</p> <ul style="list-style-type: none">Brief prior to Joint Study SessionDraft HHS Strategic Plan



Redmond
WASHINGTON

Committee of the Whole -
Public Safety and Human Services

2026 Work Plan

	<ul style="list-style-type: none">• LWSD CRO Contract• King County Jail• FFIT Grant Renewal	Contracts/Agreements <ul style="list-style-type: none">• FD34 ILA	New Items <ul style="list-style-type: none">• CDBG
4 Oct. Nov. Dec.	Updates <ul style="list-style-type: none">• Q3 Police Activity Report• Police Technology Contracts/Agreements <ul style="list-style-type: none">• SCORE Jail	Updates <ul style="list-style-type: none">• Quarterly OEM Report• Quarterly OT Report• Quarterly Fire Loss v. Save Report• EMS EOY Report Out	Updates <ul style="list-style-type: none">• Health through Housing New Items <ul style="list-style-type: none">• 2027-28 funding recommendations



Memorandum

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-035

Type: Committee Memo

TO: Committee of the Whole - Public Safety and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Police	Chief Darrell Lowe	425-556-2529
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DEPARTMENT STAFF:

Police	Mavic Hizon	Civilian Commander
Police	Jacob Lassiter	Parking Program Manager

TITLE:

Diamond Parking 6-Month Contract Extension

OVERVIEW STATEMENT:

Staff is requesting Council authorization to approve a six-month extension of the City's existing contract with Diamond Parking, through July 31, 2026. The City and Diamond Parking have agreed to continue parking enforcement and parking permit processing services during this period while the City conducts a formal, competitive Request for Proposals (RFP) process for similar services

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

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council approval required for contracts that exceed \$50,000.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-035

Type: Committee Memo

The City and Diamond Parking executed a one-month bridge extension of the existing contract to continue on-street parking enforcement services and parking permit processing through January 31, 2026. The Police Department is requesting Council approval to extend the contract for an additional six months, through July 31, 2026, while the City conducts a formal competitive Request for Proposals (RFP) process in accordance with the City's Purchasing guidelines.

Approval of this contract extension will ensure continuity of on-street parking enforcement following the expiration of the original contract on December 31, 2025. Continued contracted services will maintain parking compliance and provide the Police Department sufficient time to complete the RFP process and develop staffing plans to support a full transition to in-house parking enforcement operations beginning in 2027.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

Contract extension through July 31, 2026: \$173,028

- Costs for repairs and maintenance of vehicle and/or LPR equipment will be additional.

Contract extension to July 31, 2026:

- On-street enforcement and routine vehicle maintenance: \$19,376/month
- Commuter lot enforcement: \$6,189/month
- Parking Permit Processing: \$3,273/month based on 230 permits/month

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

Budget Offer Number:

228

Budget Priority:

Safe and Resilient

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

If yes, explain:

Commuter lot enforcement costs are offset by paid parking revenue.

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
12/9/2025	Committee of the Whole - Finance, Administration, and Communications	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
2/3/2026	Business Meeting	Approve

Time Constraints:

The current contract with Diamond Parking expired on December 31, 2025, but was granted a one-month extension by the mayor through January 31, 2026. The extended contract will go into effect immediately following Council's approval.

ANTICIPATED RESULT IF NOT APPROVED:

The Diamond Parking contract will expire on January 31, 2026, and there will be no parking enforcement and parking permit processing services available until a vendor is selected through the RFP process.

ATTACHMENTS:

Attachment A: Diamond Parking Contract Extension

Attachment B: Non-Competitive Procurement Justification

City of Redmond, Washington
Redmond, WA
Attn: Mavic Hizon, Civilian Commander, RPD

CONFIDENTIAL, PLEASE
NOT FOR PUBLICATION

Location No. WG001/WG002/WG016
Date January 14, 2026

Re: City Parking Enforcement Services: Contracts 9355, 9355-1, 9355-2, 9355-3, and 9355-4

This amendment (this “Amendment”) is made by City of Redmond, WA (“COR”) and Diamond Parking Services, LLC (“Diamond Parking”), parties to the agreement for parking enforcement services referenced above (Contract 9355, 9355-1, 9355-2, 9355-3, and 9355-4), originally signed by COR on December 18, 2019 (the “Agreement”). The parties hereby agree as follows:

1. The Agreement is amended as follows:

A. TERM: The term of the Agreement is hereby extended for six (6) months, beginning on February 01, 2026, and expiring on July 31, 2026.

B. COST:

- i. “On-Street” Enforcement: The Cost for the extended Term shall be a total of \$116,259.00, to be paid in equal monthly installments of \$19,376.50, billed at the end of each month of service, beginning February 2026.
- ii. “Extended Parking Permit” Management: The Cost for the extended Term for managing the Extended Parking Permit program for COR shall be as follows:
 - a. Processing Fee: \$7.70/permit
 - b. Printing Fee: \$1.65/permit
 - c. Payroll Expense: \$897.60/month
 - d. Dedicated Phone Line: \$40.70/month
 - e. Accounting and Data Processing: \$58.30/month
 - f. Management Fee: 1.5% of Net ProceedsBased on the current number of permits issued per month (230), the Cost for the extended Term would be \$19,634.34, to be paid in equal monthly installments of \$3,272.39, billed at the end of each month of service, beginning February 2026. Monthly billing will be for the actual number of permits processed in the month.
- iii. “Redmond Connector Lot” Enforcement: The Cost for the extended Term shall be a total of \$37,132.20, to be paid in equal monthly installments of \$6,188.70, billed at the end of each month of service beginning February 2026.

- iv. Vehicle and Equipment: Repair and maintenance expenses for the vehicle and/or License Plate Recognition (“LPR”) system in excess of \$2,000.00 in a calendar month will be invoiced by Diamond Parking and paid for by COR. Any expenses exceeding \$2,000.00 will be approved by COR in advance. If the need for a new vehicle and/or LPR system arises, as determined by Diamond and COR, COR will provide the vehicle and/or LPR system for Diamond to use. At the end of the contract, the new vehicle and/or LPR system will be returned to COR.

C. SCOPE OF WORK:

- i. The current times of service, between 9:00am and 9:00pm Monday through Saturday, shall continue during this term.
- ii. The current area of service shall continue during this term.

D. CANCELLATION: This agreement cannot be cancelled during the extended six-month term for any reason without the agreement of both COR AND Diamond Parking.

- 2. In the event of any conflict between the Agreement and this Amendment, the terms of this Amendment shall control. All terms, covenants and conditions of the Agreement not expressly modified herein are hereby confirmed and ratified and remain in full force and effect, and as further amended hereby. Upon full execution and mutual delivery of this Amendment, any reference to the Agreement shall be deemed to be the Agreement as amended by this Amendment.

It is AGREED this _____ day of _____ 2026.

CITY OF REDMOND,
WA

DIAMOND PARKING SERVICES
LLC

By: _____

By: _____

Print: _____

Print: JONATHON DIAMOND

Its: _____

Title: MANAGER

Phone: _____

Tax ID: See W9

Email: _____

Email: Jon.Diamond@DiamondParking.com

Non-Competitive Procurement Justification Form

Instructions:

Use this form to justify your non-competitive procurement. The Purchasing Division requires a written explanation to document why a product or service is only provided by one source and whether efforts were made to find other vendors.

The purpose of this form is to waive competitive bidding, where multiple quotes would normally be required (see Purchasing Policy for specific requirements and approval thresholds).

Examples of when to use this form:

- Purchases that are not competitively bid because they are clearly and legitimately limited to a single source of supply. Considerations:
 - Licensed, copyrighted or patented products or services that only one vendor provides
 - Compatibility requirements
 - Proprietary or custom-built software or information systems that only one vendor provides
 - Products or services where only one vendor meets the required certifications or statutory requirements
- Purchases that are not competitively bid because they involve special facilities or market conditions.

If competitive bidding is waived, the appropriate signing delegations still need to be followed.

This form is **not** required for:

- Purchases that are competitively bid (where multiple quotes are obtained)
- Purchases under \$10,000
- Intergovernmental cooperative purchases
- Interlocal purchases

Please select one of the following:

- ☐ This is an un-quotable purchase:
- Sole Source
- ☒ This is a quotable purchase but Director or Mayor will waive the use of the competitive process. Please note this option can only be used for the following types of purchases:
- Operating Supplies & Equipment
 - Operating and General Services
 - Professional Services
 - Instructional/Artistic Services

Please complete the following:

Your Name:	MAVIC HIZON
Your Department:	POLICE
Date Requested:	1/8/26
Requested Product or Service:	Parking Enforcement and Permit Processing Services
Estimated Cost:	\$173,027
Vendor (Source of Supply):	Diamond Parking Services
Vendor Address:	10620 NE 8th St. # 205, Bellevue, WA 98004



Non-Competitive Procurement Justification Form

1. Describe the purpose or function of the requested product or service.

Diamond Parking Services (Contractor) will continue to be responsible for patrolling and enforcing time limited restricted parking on all streets in the designated area of downtown Redmond while on duty. The Contractor shall have a specific telephone number solely for handling City of Redmond questions and complaints regarding on-street parking enforcement and parking ticket fines in the downtown area. The Contractor will be responsible for the sales, processing, distribution, and accounting of daily, weekly and monthly parking permits for the City of Redmond on street Parking Enforcement Program. The Contractor shall have a specific telephone number solely for handling City of Redmond questions regarding inquiries and purchase of the permits. The Contractor will maintain a web presence to accept and process the purchasing and records for the permit sales.

2. Explain why the product/service requested is the only product/service that will work and why alternative vendors or distributors are unacceptable. Be specific with regards to any unique features, characteristics, requirements or capabilities.

Diamond Parking Services is uniquely positioned to provide uninterrupted services during this interim period. Due to the highly specialized, customized, and integrated nature of the City's parking enforcement and permit management systems, no other vendor could reasonably assume these responsibilities within the proposed six-month timeframe without significant operational risk, service disruption, and additional cost to the City. Diamond currently operates a parking enforcement technology platform that is fully customized to the City's parking ordinances, municipal code, enforcement priorities, and operational procedures. This includes (1) Configuration of citation rules specific to City code, including time limits, exemptions, escalating penalties, and special enforcement zones. (2) Integration with King County court systems and workflows for citation processing, adjudication, and appeals. (3) Established workflows for data transfer, reporting, and compliance tracking that align with City and court requirements. (4) Replicating this level of customization with a new vendor would require extensive system development, legal validation, testing, and approval—activities that cannot be completed within a six-month transition window without risking enforcement errors, invalid citations, or legal challenges.

3. If the particular product/service was not available or could not be purchased, how would the department proceed with its work?

If the City does not approve a short-term extension of the contract with Diamond Parking Services, parking enforcement and parking permit operations would be significantly disrupted, resulting in immediate and long-term operational impacts to the City. Responsibility for daily parking enforcement would necessarily shift to sworn police officers. This would place a substantial additional burden on Police Department staff, requiring officers to divert time from core public safety functions such as crime prevention, emergency response, investigations, and community policing. As a result, critical law enforcement activities would be delayed or deprioritized, creating backlogs in investigations and reducing overall public safety effectiveness. Additionally, without a contracted vendor to manage the City's parking permit program, the City would lack a centralized system and dedicated staff to process permit applications, renewals, changes, and enforcement coordination. This would significantly increase the likelihood of administrative errors, delayed permit issuance, inconsistent enforcement, and customer service complaints from residents, businesses, and visitors.

4. Describe the market research that was conducted. Explain the efforts made to determine whether other qualified vendors or products/services exist.

Market research indicated that while multiple vendors offer parking enforcement services in general, none could reasonably implement a fully compliant, City-specific enforcement and permitting program within the limited six-month period without significant startup and transition efforts. Vendors consistently require extended lead times to configure software systems, train personnel, coordinate with courts, migrate permit and citation data, and validate enforcement accuracy before becoming operational. Additionally, no alternative vendor was identified that currently maintains a ready-to-deploy system already customized to the City's parking ordinances, street network, enforcement zones, and permit rules. Transitioning to a new provider would require substantial upfront investment, contract negotiation, data conversion, public outreach, and operational testing—activities that are not practical or cost-effective for a temporary contract. Staff concluded that Diamond Parking Services is the only vendor capable of providing uninterrupted, compliant parking enforcement and permit management services during the proposed short-term extension period. Extending the existing contract allows the City to maintain continuity of operations while completing a formal competitive RFP process for long-term vendor selection.



Non-Competitive Procurement Justification Form

I certify to the best of my knowledge that this purchase is compatible with existing goods, equipment or services and there are no reasonable alternatives or substitutes and/or the product/service is clearly and legitimately available from only one source of supply.

Step 1. Sign below OR provide an email approval:

City Representative:	Signed by: Signature: <i>Kevin Hizon</i> 5A451EE5221B4CE...	Date: 1/8/2026
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Step 2. Select the appropriate box and sign below OR provide an email approval:

Director: Select appropriate box below.	Signed by: Signature: <i>Chief Darrell Lowe</i> 178CE2374874E4DF	Date: 1/8/2026
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- This is an un-quotable purchase and competitive bidding is waived:
 - ☐ Sole Source: Over \$10,000
- This is a quotable purchase but competitive bidding is waived:
 - ☐ Operating Supplies & Equipment (total amount): \$10,001 - \$200,000
 - ☐ Operating Services, Repair & Maintenance, and General Services (total project): \$10,001 - \$50,000
 - ☐ Professional Services (total project): \$10,001 - \$50,000
 - ☐ Instructional/Artistic Services (total project): \$10,001 - \$75,000

Mayor or Designee: Select appropriate box below.	Signed by: Signature: <i>Mayor Angela Birney</i>	Date: 1/9/2026
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- This is a quotable purchase but competitive bidding is waived:
 - ☐ Operating Supplies & Equipment (total amount): Over \$200,000
 - ☐ Operating Services, Repair & Maintenance, and General Services (total project): Over \$50,000
 - ☐ Professional Services (total project): Over \$50,000 (Note: Council approval is also required for Professional Services over \$50K)
 - ☐ Instructional/Artistic Services (total project): Over \$75,000

Step 3. Send the completed form and applicable approval to the Purchasing Division; email is acceptable. Include any back-up documentation.

Reminder! The purpose of this form is to waive competitive bidding. The appropriate signing levels still need to be followed (see Purchasing Policy for specific requirements and approval thresholds).

To be completed by the Purchasing Department:

Purchasing:	Signature:	Date:
Contract or PO/PA #:		





Memorandum

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-027

Type: Committee Memo

TO: Committee of the Whole - Public Safety and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Police	Chief Darrell Lowe	425-556-2521
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DEPARTMENT STAFF:

Police	Brian Coats	Deputy Chief
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TITLE:

King County Independent Force Investigations Team (IFIT-KC) Interlocal Agreement Modification

OVERVIEW STATEMENT:

Police staff are requesting Council authorization to approve modifications to the Interlocal Agreement (ILA) that governs mutual-aid investigative support among King County law enforcement agencies. IFIT-KC conducts independent investigations involving officer use of lethal force or incidents resulting in serious bodily injury.

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

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council approval is required for interlocal agreements.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The proposed modifications to the Interlocal Agreement will strengthen the regional independent investigation framework by formally adding the Seattle Police Department as a member agency and clarifying that IFIT-KC will conduct only those independent investigations required by statute, including incidents occurring in jurisdictions that operate

their own jails.

The revisions also establish clearer authority for the IFIT-KC commander to control the scene and determine oversight-agency access once an investigation is initiated. These updates improve consistency, reinforce statutory compliance, and enhance operational clarity for all participating agencies.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

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

Budget Offer Number:
228

Budget Priority:
Safe and Resilient

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**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-027

Type: Committee Memo

N/A	Item has not been presented to Council	N/A
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Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
2/3/2026	Business Meeting	Approve

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

As a member agency, Redmond would not be able to execute revisions to the Interlocal Agreement.

ATTACHMENTS:

Attachment A: Original IFIT-KC Interlocal Agreement, March 2021

Attachment B: Modified IFIT-KC Interlocal Agreement, December 2025



City Contract Routing Form

City Contract #: 9632

Section 1 – Attach Contract Documents



(multiple files can be uploaded)

Is an insurance certificate attached?

☐ Yes☒ No/Not applicable

Comments: _____

Section 2 – Fill Out Contract Details

Date: March 3, 2021 Department: Police Division: Administrative Mail Stop: PSPDAProject Administrator Name: Lt. Martin Fuller Extension: X2575

Project Manager Name (if different than above): _____ Extension: _____

Contract Type: Interlocal/Intergovernmental If other, please indicate: _____Contract Title: King County Independent Force Investigation Team ILAContractor/Consultant Business Name: N/AContract Description: This agreement establishes an East King County Independent Force Investigation Team to conduct independent investigations of police use of force resulting in death, substantial bodily harm or great bodily harm, in compliance with Washington State Initiative 940.Project ID #: _____ Budget/Account #: N/ACouncil Approval Date: 03/02/2021 Council Agenda Memo #: AM No. 21-032 RFP/IFB/RFQ #: _____ NIGP #: _____☒ New ContractTotal Amount: N/AStart Date: Upon contract signing End Date: 12/31/2021Renewal Option (Y/N): Y If yes, how many? annually☐ Amendment/Renewal/Change Order #: _____ Original CC #: _____

New Start Date: _____ New End Date: _____

Current Contract Amount (including all previous amendments/change orders): _____

Amount of this Amendment/Change Order (proposed increase/decrease): _____

New/Cumulative Contract Amount: _____

Section 3 – Route Contract for Signatures and Approvals

☒ Department Director: Chief Darrell Lowe Date: 3/6/2021 Comments: _____

☐ TIS Director: _____ Date: _____ Comments: _____

☒ City Attorney: Jim Haney Date: 3/8/2021 Comments: _____

☒ Risk Manager: Malisa Piles Date: 3/8/2021 Comments: _____

☒ Mayor or Designee: Kelley Cochran (Mayor Designee) Date: 3/8/2021 Comments: _____

☒ City Clerk's Office: Cheryl Xanthos Date: 3/9/2021 Comments: Electronic Original - in Hummingbird
☒ Purchasing: no signature required – for copy only

**INTERLOCAL COOPERATIVE AGREEMENT TO PROVIDE LAW ENFORCEMENT MUTUAL AID BETWEEN THE WASHINGTON STATE PATROL, KING COUNTY SHERIFF'S OFFICE, UNIVERSITY OF WASHINGTON, AND THE CITIES OF BELLEVUE, CLYDE HILL, DUVALL, KIRKLAND, ISSAQUAH, LAKE FOREST PARK, MEDINA, MERCER ISLAND, REDMOND, AND SNOQUALMIE/NORTH BEND FOR THE CREATION OF THE
INDEPENDENT FORCE INVESTIGATION TEAM – KING COUNTY (IFIT-KC)**

THIS INTERLOCAL AGREEMENT ("Agreement") is made and entered into by and between the undersigned municipal corporations or towns organized or created under the laws of the State of Washington, the Washington State Patrol, University of Washington, and King County, collectively referred hereinafter as the "Parties" to provide law enforcement mutual aid and mobilization between the Parties. The "member agencies" of this Agreement are the following Law Enforcement Agencies:

- Washington State Patrol;
- King County Sheriff's Office;
- Bellevue PD;
- Duvall PD;
- Kirkland PD;
- Clyde Hill PD;
- Issaquah PD;
- Lake Forest Park PD;
- Medina PD;
- Mercer Island PD;
- Redmond PD; and
- Snoqualmie/North Bend PD
- University of Washington Police Department.

I. RECITALS.

WHEREAS, the authority of the cooperating agencies entering into this Agreement is that authority provided by Washington law including, and subject to, the general powers of the Parties, the Washington Interlocal Cooperation Act as codified in Chapter 39.34 RCW, and the Washington Mutual Peace Officers Powers Act as codified in Chapter 10.93 RCW; and

WHEREAS, RCW 10.114.011, requires that if deadly force by a peace officer results in death, great bodily harm, or substantial bodily harm, an independent investigation must be completed to inform any determination of whether the use of deadly force met the good faith standard established in RCW 9A.16.040 and satisfied other applicable laws and policies; and

WHEREAS, RCW 10.114.011 requires that such investigation be carried out completely independent of the agency whose officer was involved in the use of deadly force; and

WHEREAS, the Washington State Criminal Justice Training Commission (CJTC) adopted and established criteria to determine what qualifies as an independent investigation (WAC Chapter 139-12, the Law Enforcement Training and Community Safety Act – Independent Investigations Criteria).

NOW THEREFORE, in consideration of the terms and provisions herein, it is agreed between the Parties as follows:

II. AGREEMENT

1. **PURPOSE OF THE AGREEMENT.** The Parties signing below recognize the need to establish a regional independent investigative team in King County and a protocol for satisfying the independent investigation requirements of state law. The Parties seek to form a regional independent force investigation team, available for the purpose of conducting the criminal investigation into an officer involved shooting or use of deadly force by an officer or officers of an agency that is a member of the Independent Force Investigation Team of King County (IFIT-KC).
2. **DEFINITIONS.** For the purposes of this Agreement, the terms “deadly force,” “great bodily harm,” and “substantial bodily harm” are given the same meaning as defined in RCW 9A.16.010 and RCW 9A.04.110.

3. ADMINISTRATION.

The IFIT-KC governing body is the “Executive Board.” The Executive Board is comprised of the member agency Police Chiefs and Sheriff, with each agency providing one Board member on behalf of its organization. The Executive Board elects their Board Chair. The IFIT-KC Executive Board is authorized to draft, implement and amend policies and procedures consistent with the purposes of this Agreement and Chapter 139-12 WAC. Such policies and procedures will be known as the “Independent Force Investigations Team – King County Protocol and Guidelines” (“IFIT-KC Protocol”).

4. **MUTUAL AID AND LAW ENFORCEMENT SERVICES.** Each party will, to the best of its ability and as resources allow, furnish employees to work as part of IFIT-KC. The Parties agree to the following:
 - a. Consistent with RCW 10.114.011, when a member agency engages in conduct resulting in the use of deadly force by a peace officer resulting in death, substantial bodily harm, or great bodily harm, it shall contact the IFIT-KC to seek an independent investigation to inform any determination of whether the use of deadly force met the good faith standard established in RCW [9A.16.040](#) and satisfied other applicable laws and policies.
 - b. IFIT-KC will provide independent investigative services to any member agency that requests assistance under this Agreement. IFIT-KC shall render those independent investigative services consistent with the IFIT-KC Protocol, purposes of this Agreement, and Chapter 139-12 WAC.
 - c. In order to maintain independence, no person employed by the agency which used deadly force (“Involved Agency”) may participate in the investigation of the use of deadly force, except as where allowed by the independent investigation protocols laid out in Chapter 139-12 WAC and the IFIT-KC Protocol.
 - d. Member agencies acknowledge that some member agencies may be required to provide some level of access at the scene to an independent oversight agency/committee. Member agencies with an oversight agency/committee shall prepare a list of practices and protocols, which will be made available to the commander of IFIT-KC as soon as practical.
 - e. The Parties expressly recognize that compelled statements by involved officers implicate certain legal rights under *Garrity v. New Jersey*, 385 U.S. 493 (1967). The parties agree that a statement by an involved officer may only be compelled by the officer’s employing agency pursuant to that agency’s policies and procedures. At no point during the investigation will a compelled statement, or information flowing directly therefrom, be disclosed to the IFIT-KC independent

investigators or otherwise to the IFIT-KC. The Parties further recognize that the rights against self-incrimination established under *Garrity* do not extend to the observations of officers who witnessed, but were not involved in, a use of force incident. Accordingly, the restrictions set forth above do not extend to officers other than those using force.

5. INDEPENDENT CONTRACTOR; EMPLOYEE RESPONSIBILITY; PAYMENT.

Investigators provided by Parties shall meet the criterion established by the IFIT-KC Protocol and in compliance with WAC 139-12-030. Each member's employees shall be considered employees of their employing agency while participating in the investigation into the use of force. The member agencies shall be solely and exclusively responsible for the compensation and benefits for their employee(s) assigned to IFIT-KC. Each member agency shall generally be responsible for all costs of its participation, including overtime and/or back-fill requirements. All rights, duties, and obligations of the employer and employee shall remain with the party for which the employee works. Each member agency agrees to provide sufficient equipment needed by its participating employees to conduct a thorough investigation. Each party shall be responsible for ensuring compliance with all applicable laws with regard to its employees and with provisions of any applicable collective bargaining agreements and civil service regulations.

III. GENERAL PROVISIONS

1. INDEMNITY AND HOLD HARMLESS.

- a. Subject to Paragraph b below, each party to this Agreement agrees to indemnify and hold harmless the other member agencies and their elected officials, officers, employees, from any loss, claim, judgment, settlement of liability, including costs and attorneys' fees, arising out of and to the extent caused by the negligent acts or omissions of the indemnifying party. By mutual negotiation, each party hereby waives, as respects to IFIT-KC and all other non-indemnifying parties only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions of Title 51 RCW. In the event a non-indemnifying member incurs any judgment, award, and/or cost arising therefrom including attorneys' fees to enforce the provisions of this Section, all such fees. Expenses and costs shall be recoverable from the indemnifying party.
- b. Nothing herein shall require or be interpreted to cover or require indemnification or payment of any judgment against any individual or member agency/Party for intentionally wrongful conduct of any individual or for any judgment for punitive damages against any individual or member agency/Party. Payment of punitive damage awards shall be the sole responsibility of the individual who said judgment is rendered and/or his or her employer, should that employer elect to make said payment voluntarily and consistent with the requirements of Washington law.
- c. Each member agency shall be responsible for selecting and retaining legal counsel for itself and or any employee of that agency which is named in a lawsuit alleging liability arising out of the operations of IFIT-KC. Each agency retaining counsel shall be responsible for payment of attorney's fees and costs incurred by that counsel. Should there be an agreement to share the costs of legal counsel, in lieu of the provisions above, such agreement shall be in writing.

2. **COUNTERPARTS.** This Agreement may be signed in counterparts and, if so signed, shall be deemed one integrated agreement.
3. **MERGER AND ENTIRE AGREEMENT.** This Agreement merges and supersedes all prior negotiations, representations and/or agreements between the parties relating to the subject matter of this Agreement, independent investigative services for law enforcement-involved deadly uses of force, and constitutes the entire contract between the Parties.
4. **NO THIRD PARTY BENEFICIARIES.** There are no third party beneficiaries to this Agreement, and this Agreement shall not impart any rights enforceable by any person or entity that is not a party hereto.
5. **SEVERABILITY.** If any part, paragraph, section, or provision of this Agreement is held to be invalid by any court of competent jurisdiction, such adjudication shall not affect the validity of any remaining section, part, or provision of this Agreement.
6. **TERM OF AGREEMENT AND TERMINATION.** This Agreement shall be effective on the date it is signed by two or more members and shall be effective for one (1) year, regardless of the date of execution, and shall be automatically renewed on the last day of December of each successive year for an additional one (1) year period. Additionally, any party may withdraw from this Agreement for any reason by providing written notice to each member agency of such withdrawal specifying the effective date thereof at least thirty (30) days prior to such date. The withdrawal of any party does not result in the dissolution of IFIT-KC, but rather the withdrawing party shall, after the effective date of the withdrawal, no longer be considered a party under this Agreement. This Agreement may be terminated, and the IFIT-KC dissolved at any time by unanimous agreement of the Executive Board.
7. **MODIFICATIONS.** The provisions of this Agreement may only be modified, amended, or supplemented by written agreement executed by all the Parties hereto.

8. **AGENCY CONTACTS**

Contact between the Parties regarding Agreement administration will be between the representatives of each Party or their designee at the time of this Agreement. Updates to the IFIT-KC Agency Contact list shall be maintained by the Executive Board after execution of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the latest day and year written below.

CITY OF BELLEVUE

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF DUVALL

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF KIRKLAND

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF CLYDE HILL

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF MEDINA

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF MERCER ISLAND

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF REDMOND

DocuSigned by:

Kelley Cochran (Mayor Designee)

5D9FC672714C4E41

Name: Kelley Cochran

Title: Interim Finance Director

Date: 3/8/2021

Attest:

DocuSigned by:

City Clerk *Cheryl Xanthos*

E725E589816E4E1...

Approved as to Form:

Jim Haney

85294CE968994B5

City Attorney

CITY OF SNOQUALMIE

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

WASHINGTON STATE PATROL

Name:

Title:

Date:

Attest:

Clerk

Approved as to Form:

Attorney

KING COUNTY SHERIFF'S OFFICE

Name:

Title:

Date:

Attest:

Clerk

Approved as to Form:

Attorney

UNIVERSITY OF WASHINGTON

Name:

Title:

Date:

Attest:

Clerk

Approved as to Form:

Attorney

**SECOND MODIFICATION TO
THE INTERLOCAL COOPERATIVE AGREEMENT TO PROVIDE LAW ENFORCEMENT
MUTUAL AID BETWEEN THE WASHINGTON STATE PATROL, KING COUNTY SHERIFF'S
OFFICE, UNIVERSITY OF WASHINGTON, AND THE CITIES OF BELLEVUE, CLYDE HILL,
DUVALL, KIRKLAND, ISSAQUAH, LAKE FOREST PARK, MEDINA, MERCER ISLAND,
REDMOND, AND SNOQUALMIE FOR THE CREATION OF THE
INDEPENDENT FORCE INVESTIGATION TEAM – KING COUNTY (IFIT-KC)**

I. RECITALS

WHEREAS, the following agencies entered into an INTERLOCAL AGREEMENT, as amended, ("Agreement") to provide law enforcement mutual aid and mobilization between the Parties for incidents described more fully in the Agreement:

- Washington State Patrol;
- King County Sheriff's Office;
- Bellevue PD;
- Duvall PD;
- Kirkland PD;
- Clyde Hill PD;
- Issaquah PD;
- Lake Forest Park PD;
- Medina PD;
- Mercer Island PD;
- Redmond PD;
- Snoqualmie PD;
- University of Washington Police Department AND

WHEREAS, the authority of the cooperating agencies entering into the Agreement is that authority provided by Washington law including, and subject to, the general powers of the Parties, the Washington Interlocal Cooperation Act as codified in Chapter 39.34 RCW, and the Washington Mutual Aid Peace Officers Powers Act as codified in Chapter 10.93 RCW; and

WHEREAS, the City of Seattle also seeks to join as a Party in the Agreement, adding the Seattle Police Department (SPD) as a Member Agency, subject to all the terms and conditions of the Agreement and its subsequent modifications; and

WHEREAS, paragraph 8 of the Agreement provides for modification, so long as the modification is approved, in writing, by all parties to the Agreement;

NOW THEREFORE, in consideration of the terms and provisions herein, it is agreed between the Parties that the Agreement shall be modified as follows:

II. ADDITION OF A PARTY TO THE AGREEMENT

The Seattle Police Department (SPD) shall be added as a member agency of the Independent Force Investigation Team- King County (IFIT-KC) and shall be included along with other member agencies when collectively referenced as the "Parties" or "Member Agencies" in the Agreement.

The City of Seattle, by signing below, affirms that it has reviewed and agrees to comply with all terms of the Agreement, including written Modifications to the Agreement.

III. MODIFICATION OF THE AGREEMENT

(A) A new subsection (f) will be added to Section II, paragraph 4 of the Agreement:

f. Upon request, IFIT-KC will provide independent investigative services to a member agency that requests assistance under this Agreement for the purpose of investigating any incident involving use of deadly force by a member agency officer against or upon a person who is in-custody, as defined by RCW 43.102.010, in a jail operated by a member agency. IFIT-KC shall render those independent investigative services consistent with the IFIT-KC Protocol, the requirements of RCW 70.48.510, and the purposes of this Agreement.

(B) Section II, paragraph 4 (b) of the agreement shall be modified as follows:

IFIT-KC will only provide independent investigative services required by RCW 10.114.011 to any member agency that requests assistance under this Agreement. IFIT-KC shall render those independent investigative services consistent with the IFIT-KC Protocol, purposes of this Agreement, and Chapter 139-12 WAC.

(C) Section II paragraph 4 (d) of the agreement shall be modified as follows:

Member agencies acknowledge that some member agencies may be required to provide limited access outside the immediate crime scene to an independent oversight agency/committee. An involved agency is responsible for communicating expectations with their oversight agency, which includes restricting access to the crime scene prior to IFIT-KC arrival. Once control of the incident scene is transferred over to IFIT-KC, the incident control, security, and access into the crime scene will be managed consistently with the IFIT-KC protocols.

(D) No other terms of the Agreement, excepted as stated herein, are modified.

Consistent with the Agreement, this modification may be signed in counterparts and, if so signed, shall be deemed one integrated agreement.

This Second Modification to the Agreement shall become effective on the date it is signed by the City of Seattle and one more member agency, and it shall become effective for a subsequently signing member on the date it is signed by the member.

IN WITNESS WHEREOF, the Parties hereto have executed this Second Modification as of the latest day and year written below.

CITY OF BELLEVUE

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**CITY OF KIRKLAND**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**CITY OF MEDINA**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**CITY OF DUVALL**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**CITY OF CLYDE HILL**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**CITY OF MERCER ISLAND**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF REDMOND

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**WASHINGTON STATE PATROL**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**UNIVERSITY OF WASHINGTON**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**CITY OF SNOQUALMIE**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**KING COUNTY SHERIFFS OFFICE**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney**CITY OF ISSAQUAH**

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF LAKE FOREST PARK

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney

CITY OF SEATTLE

Name:

Title:

Date:

Attest:

City Clerk

Approved as to Form:

City Attorney



Memorandum

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-022

Type: Committee Memo

TO: Committee of the Whole - Public Safety and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol V. Helland	425-556-5107
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DEPARTMENT STAFF:

Planning and Community Development	Seraphie Allen	Deputy Director
Planning and Community Development	Jeff Churchill, AICP	Planning Manager
Planning and Community Development	Ian Lefcourte, AICP	Principal Planner

TITLE:

Adoption of Three Resolutions Related to Provision of Affordable Housing

- a. Adopt a Resolution Approving the Allocation of \$1,217,000 to A Regional Coalition for Housing (ARCH) for the Development of Affordable Housing
- b. Adopt a Resolution Approving the Recommended Changes to the House Key Plus ARCH East King County Downpayment Program
- c. Adopt a Resolution to Delegate Administrative Duties to Bellevue for the ARCH Housing Trust Fund (HTF) Financing Agreements that Pre-Date the 2010 Interlocal Agreement (ILA) Amendment

OVERVIEW STATEMENT:

Resolution Approving Allocation of Housing Trust Funds:

Staff recommends that the City Council adopt a resolution (**Attachment A**) to authorize the allocation of \$1,217,000 from the Housing Trust Fund to A Regional Coalition for Housing (ARCH) to finance affordable housing projects in East King County communities per the December 2025 Housing Trust Fund (HTF) Recommendations (**Attachment A, Exhibit A**).

The ARCH Executive Board reviews funding requests received from non-profit housing providers every fall for projects related to affordable housing. The ARCH Executive Board provides recommendations to member Councils for funding early the following year. These recommendations must be approved by member Councils. This process is conducted annually.

Supplemental information on the updated CIP Housing Development Fund matrix to reflect the additional commitment from Redmond of \$350,000 to the YWCA Family Village rehabilitation is available in **Attachment E**.

Resolution Approving Changes to the House Key Plus ARCH East King County Downpayment Assistance Program:

Staff recommends that the City Council adopt a resolution (**Attachment B**) to approve updates (**Attachment B, Exhibit A**) to a longstanding program that funds downpayment assistance for first-time homebuyers. The program is jointly funded by ARCH, King County, and the Washington State Housing Finance Commission. The ARCH Executive Board supports the updates to the Down Payment Assistance (DPA) program because:

- Current funds are underutilized; updates will better serve eligible buyers.
- The DPA program has been successful but needs modernization to remain effective for low- and moderate-income homebuyers in East King County.
- Changes will align DPA with ARCH's Affordable Homeownership Program, one of the few affordable entry points in the region.
- Administrative roles will be clarified and simplified for ARCH and the administering agency.
- No additional funding is required at this time.

Resolution Approving Delegation of Administrative Duties to Bellevue for the ARCH HTF financing agreements that pre-date the 2010 Interlocal Agreement (ILA) amendments:

- Staff recommends that the City Council adopt a resolution (**Attachment C**) to delegate administrative duties to Bellevue for HTF financing agreements that pre-date the 2010 ILA amendments. Before 2010, each ARCH member city managed its own contracts funded through the ARCH Housing Trust Fund. In 2010, an updated agreement made Bellevue the Administering Agency for ARCH. Since then, Bellevue has handled new contracts for all members. However, older contracts from before July 10, 2010, are still managed by individual cities. This split system creates inefficiencies and extra work. For all ARCH member jurisdictions, there are 63 projects financed before the amendment that still need city staff attention. For Redmond specifically, there are 34 projects with contracts that still need city staff attention.
- ARCH and Bellevue worked together to create a resolution that authorizes Bellevue to manage these older contracts. This change will make processes simpler and save staff time. It will also ensure consistency in how contracts are handled. Bellevue will have authority to manage tasks like assignments, subordination agreements, and partial releases. The goal is to streamline contract management and reduce duplication across ARCH member cities. Further context is available in the ARCH memo to City Council (**Attachment D**).

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

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

• **Relevant Plans/Policies:**

The Comprehensive Plan Housing Element provides a framework for housing goals, policies, and actions to address housing needs that advance the City's vision. Redmond 2050 Housing Policies HO-17 and HO-23 direct the City to cooperate with A Regional Coalition for Housing (ARCH) to attain a variety of housing process and outcome goals.

• **Required:**

The ARCH Interlocal Agreement of 1992 as amended in 2010 requires that both 1) ARCH work program and budget and 2) funds for affordable housing, be approved by each member council.

- **Council Request:**

N/A

- **Other Key Facts:**

The HTF Award process is an annual process with ARCH and associated member jurisdictions.

OUTCOMES:**Resolution Approving Allocation of Housing Trust Funds:**

The ARCH Executive Board concurred with the recommendations of the ARCH Community Advisory Board and recommends allocating municipal Housing Trust Funds totaling \$4.6 million for seven housing efforts with a total of 504 units. The total request of Redmond is \$1,217,000.

1. Altaire
 - a. Funding Request of Redmond: \$110,300
 - b. Affordable Units: 145
 - c. Location: Bellevue
2. Bothell Urban
 - a. Funding Request of Redmond: \$290,000
 - b. Affordable Units: 201
 - c. Location: Bothell
3. Family Village Redmond
 - a. Funding Request of Redmond: \$491,900 (\$141,900 + \$350,000)
 - b. Affordable Units: 20
 - c. Location: Redmond
4. Forest Edge
 - a. Funding Request of Redmond: \$110,300
 - b. Affordable Units: 100
 - c. Location: Bellevue
5. LEO Trailhead
 - a. Funding Request of Redmond: \$58,000
 - b. Affordable Units: 7
 - c. Location: Issaquah
6. Kirkland House
 - a. Funding Request of Redmond: \$71,700
 - b. Affordable Units: 6
 - c. Location: Kirkland
7. Orchard Gardens
 - a. Funding Request of Redmond: \$84,800
 - b. Affordable Units: 25
 - c. Location: Bellevue

Further information is contained in **Attachment A, Exhibit A**.

Resolution Approving Changes to ARCH Downpayment Assistance Program:

The program will be updated to better suit the greater amount of support needed for qualifying households to bridge the gap between eligible household incomes and market rate home prices. The proposed changes will expand access to a wider range of qualifying households, provide a higher maximum downpayment assistance, lower borrower contribution, and a variety of other changes that improve equitable outcomes and increase administrative efficiency. Overall, these recommendations are anticipated to better meet the needs of eligible buyers in the current marketplace, align with the ARCH Homeownership Program, and result in faster utilization of program funds.

Further information is contained in **Attachment B, Exhibit A.**

Resolution Approving Delegation of Administrative Duties to Bellevue for the ARCH HTF financing agreements that pre-date the 2010 Interlocal Agreement (ILA) amendments:

Approving the recommendations will grant the City of Bellevue the authority to carry out administrative actions for contracts initiated prior to 2010. This delegation will:

- Simplify processes by consolidating administrative responsibilities under Bellevue.
- Streamline contract management for legacy agreements.
- Save staff time for ARCH member cities by eliminating administrative tasks on routine agreement modifications.
- Ensure consistency in how contracts are managed across ARCH.

The specific authority delegated to the Administrative Agency includes, but is not limited to, negotiating and executing any assignments, subordination agreements, and partial releases of security instruments.

Further information is contained in **Attachment C, Exhibit A.**

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Annual process.
- **Outreach Methods and Results:**
HTF: ARCH staff met with member cities' planning and human services staff to conduct a preliminary review of applications before forwarding applications to the Community Advisory Board (CAB). The CAB is recruited using public notices, website announcements, and email communications with the help of member cities. The CAB is appointed by the Executive Board.
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

\$1,217,000 for the City of Redmond contribution to the 2025 Housing Trust Fund Award

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

Budget Offer Number:

HTF: CIP Budget - Citywide Investments

Budget Priority:

Vibrant and Connected

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

If yes, explain:

N/A

Funding source(s):

HTF: Capital Investment Program (CIP); functional area: General Government

Budget/Funding Constraints:

HTF funds provide increased affordable housing choices for a diverse population through contributions to ARCH (A Regional Coalition for Housing).

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
2/3/2026	Business Meeting	Approve

Time Constraints:

ARCH Requests the timely approval of these items. Timely approval of the ARCH Executive Board request for the Housing Trust Fund recommendations will allow for the timely allocation of funds for affordable housing in East King County.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, ARCH will not have Redmond funds to contribute to the regional efforts to advance affordable housing projects that meet urgent local priorities.

ATTACHMENTS:

Attachment A: Resolution - Housing Trust Fund 2025

Exhibit A. ARCH Memo - ARCH 2025 Award Recommendations

Attachment B: Resolution - Updates to Downpayment Assistance Program

Exhibit A. ARCH Memo - Recommended Updates to Downpayment Assistance Program

Attachment C: Resolution - Delegation of pre-2010 ARCH Housing Trust Fund Award Administration

Attachment D: ARCH Memo - Delegation of pre-2010 ARCH HTF Administration

Attachment E: Affordable Housing Development CIP Fund 2025 Year End Matrix

CITY OF REDMOND, WASHINGTON

RESOLUTION NO. _____

A Resolution of the City Council of the City of Redmond, Washington, Authorizing the Duly-Appointed Administering Agency for A Regional Coalition for Housing (ARCH) to Execute all Documents Necessary to Enter into Agreements for the Funding of Affordable Housing Projects, as Recommended by the ARCH Executive Board, Utilizing Funds from the City's Housing Trust Fund.

WHEREAS, A Regional Coalition for Housing (ARCH) was created by interlocal agreement to help coordinate the efforts of Eastside cities to provide affordable housing; and

WHEREAS, the ARCH Executive Board has recommended that the City of Redmond participate in the funding of certain affordable housing projects and programs hereinafter described; and

WHEREAS, the ARCH Executive Board has developed a number of recommended conditions to ensure that the City's affordable housing funds are used for their intended purpose and that projects maintain their affordability over time; and

WHEREAS, the City Council has approved Resolution 1327 approving the Amended and Restated Interlocal Agreement for ARCH; and

WHEREAS, the City Council desires to use \$1,217,000 from City funds as designated below to finance the projects recommended by the ARCH Executive Board; now, therefore,

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Council authorizes the duly-appointed administering agency of ARCH pursuant to the Amended and Restated Interlocal Agreement for ARCH to execute all documents and take all necessary actions to enter into Agreements on behalf of the City to fund Altaire at East Main, Bothell Urban, Family Village Redmond, Forest Edge, LEO Trailhead, Kirkland House, and Orchard Gardens in a combined total amount not to exceed \$1,217,000.

Section 2. The Agreements entered into pursuant to Section 1 of this resolution shall include terms and conditions to ensure that the City's funds are used for their intended purpose and that the projects maintain affordability over time. In determining what conditions should be included in the Agreements, the duly-appointed administering agency of ARCH shall be guided by the recommendations set forth in the ARCH

Executive Board's memorandum of December 18, 2025, a copy of which is attached hereto as Exhibit A.

PASSED by the City Council of the City of _____ this _____ day of _____, 2026, and signed in authentication of its passage this _____ day of _____, 2026.

_____, Mayor Angela Birney

Attest:

_____, City Clerk



A Regional Coalition for Housing

Together Center Campus
16305 NE 87TH St, Suite 119
Redmond, WA 98052
425-861-3677

Memo

To:

City of Bellevue Council Members	City of Medina Council Members
City of Bothell Council Members	City of Mercer Island Council Members
City of Clyde Hill Council Members	City of Newcastle Council Members
Town of Hunts Point Council Members	City of Redmond Council Members
City of Issaquah Council Members	City of Sammamish Council Members
City of Kenmore Council Members	City of Woodinville Council Members
City of Kirkland Council Members	Town of Yarrow Point Council Members

From: Nathan McCommon, ARCH Executive Board Chair

Date: December 18, 2025

Re: Fall 2025 Housing Trust Fund (HTF) Recommendation

Please find enclosed the ARCH Executive Board's funding recommendations for the 2025 ARCH Housing Trust Fund (HTF) round. ARCH received \$14.8M in funding requests and is advancing \$4.6M in recommended awards. Applications were reviewed and considered based on the priorities adopted by the Executive Board for the 2025 round, which are aligned with ARCH's Strategic Plan to *Build More Affordable Housing Faster*. These recommendations are also closely coordinated with additional local investments made by individual ARCH member jurisdictions.

The Executive Board is recommending funding for seven projects, including full funding for three projects and partial funding for four projects. The \$4.6M in recommended funding includes approximately \$4M in local funds and \$616,000 in CDBG funds allocated through ARCH.

This memo provides a summary of the applications, the Executive Board recommendations and rationales, and proposed contract conditions for the **seven** proposals recommended for funding at this time. Also enclosed is an economic summary of the projects recommended for funding.

Attachments:

1. Proposed Funding Sources
2. ARCH Award Standard Conditions
3. Project Economic Summaries

Note that bold text in proposed special conditions shows unique conditions in otherwise standard

**Beaux Arts Village • Bellevue • Bothell • Clyde Hill • Hunts Point
Issaquah • Kenmore • Kirkland • Medina • Mercer Island
Newcastle • Redmond • Sammamish • Woodinville • Yarrow Point • King County**

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1. BRIDGE - Bothell Urban (Lot P)

2025 Funding Request: \$1,500,000 (Contingent Loan)
200 Affordable Rental Units and 1 Common Area Unit

2025 Executive Board Recommendation: \$1,500,000 (Contingent loan)

Project Summary

BRIDGE Housing has partnered with Bothell United Methodist Church (“BUMC”) to provide an estimated 201 permanently affordable rentals at 30%, 50% and 60% AMI. Over 50% of the proposed homes are family-sized units with two and three bedrooms, and half of the units are planned to be affordable to very low income households earning 30% or 50% AMI. The current proposal does not include any special needs set-asides or rental subsidies. This is the second year ARCH has received a funding application for the project.

The project will be located on a 1.67-acre site known as Lot P in the heart of downtown Bothell. The site is currently owned by the City of Bothell, which has approved transferring the site at no cost to the partnership comprised of BRIDGE Housing and BUMC. BUMC plans to operate a 6,000 sf Community Center on the ground floor of the site which will provide space for community and human services organizations to provide services open to the public. The project plans include 209 parking spaces (1.03 stalls per unit), bike storage, community rooms, a south-facing outdoor terrace, resident services office, EV charging stations, and an outdoor playground. Residents will have access to the local amenities of downtown Bothell and to a new Bus Rapid Transit line that will provide quick access to the Shoreline light rail station and the I-405 corridor.

Funding Rationale

The Executive Board recommends funding the project with conditions listed below for the following reasons:

- The project delivers a significant amount of affordable housing with a proposed construction start by early 2027.
- The proposed financing provides the highest local funding leverage rate of all 2025 applications and is expected to be competitive for bonds/tax credit financing in 2026.
- The development also leverages donated land from the City of Bothell and advances the City’s affordable housing priorities by providing much-needed low-income housing.
- The project is cost effective with a relatively low total development cost per unit.
- The project is well-located in walking distance to a range of amenities and high capacity transit.
- The development team is comprised of an experienced affordable housing developer with a proven track record of success and a local church that will maintain an active community presence in the project throughout the development and operation of the project.
- The project must proceed this year in order to leverage proposed Low Income Housing Tax Credits.

Proposed Conditions

Standard Conditions: See Attachment 2 ARCH Award Standard Conditions

Special Conditions:

Prior to Contracting

- a. The funding commitment shall continue for **twenty-four (24) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider subsequent 12-month extensions only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
- b. Funds will be in the form of a **deferred, contingent loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Agency shall provide final operating proforma and cashflow waterfall for ARCH staff review. Final loan terms shall be determined prior to release of funds and must be approved by ARCH Staff. It is anticipated that loan payments will be based on a set repayment schedule and begin after the repayment of the Amazon loan and the deferred developer fee with 1% interest. The terms will also include a provision for the Agency to defer payment if certain conditions are met (e.g., low cash flow due to unexpected costs). Any requested deferment of loan payment is subject to approval by ARCH staff, and any deferred payment would be repaid from future cash flow or at the end of the amortization period.
- c. A covenant is recorded ensuring affordability for at least 55 years, with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by ARCH staff (such as changes to accommodate income averaging across the project).

Affordability	1BR	2BR	3BR	Total
30%	10	5	5	20
50%	30	25	25	80
60%	60	19	21	100
Total Low-Income Units	100	49	51	200
CAU/ Manager Units	-	1	-	1
Total Units	100	50	51	201

2. Hopelink/SRM - Altaire at East Main

2025 Funding Request: \$1,000,000 (Contingent Loan)
145 Affordable Rental Units and 1 Common Area Unit

2025 Executive Board Recommendation: \$500,000 (Contingent loan)

Project Summary

The Altaire at East Main project aims to provide approximately 145 affordable rental apartments and one on-site manager unit, with a mix of one-bedroom plus den, two-bedroom, and three-bedroom homes affordable to households earning 30%, 40%, 50%, and 60% AMI. The project will include units designated for families exiting homelessness.

This is the second year ARCH has received a funding application for the project. SRM previously explored co-locating a smaller housing project with a local kids museum, but has adjusted the project design to accommodate more housing. The site is adjacent to another residential development constructed by SRM that includes affordable units through the City of Bellevue's Multifamily Tax Exemption (MFTE) program.

The building will include resident amenity spaces and on-site services to support housing stability and foster a strong sense of community. The site is near the Wilburton Park & Ride, Mercer Slough and just over a half mile from the East Main light rail station, south of downtown Bellevue. The project will be developed through a partnership with private developer SRM Development and Hopelink. SRM will bring their multifamily development, construction and property management experience to the partnership, while Hopelink brings the case management and supportive services experience to the ownership structure.

Funding Rationale

The Executive Board recommends funding with conditions listed below for the following reasons:

- The project delivers a significant number of affordable housing units, with roughly half family-sized 2BR and 3BR units, and an anticipated construction start in the 4th quarter of 2026.
- ARCH dollars leverage significant public and private funding, with a proposed \$192 for every \$1 of ARCH funding.
- The project provides permanent housing and supportive services for a significant number of families exiting homelessness through a partnership with an experienced local service provider.
- The project advances the City's affordable housing priorities by providing much needed low-income housing.
- The development team is comprised of an experienced real estate developer/general contractor and a strong, community based supportive service provider.

Proposed Conditions

Standard Conditions: See Attachment 2 ARCH Award Standard Conditions

Special Conditions:

Prior to Contracting

- a. The funding commitment shall continue for **twenty-four (24) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider subsequent 12-month extensions only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
- b. Funds will be in the form of a **deferred, contingent loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Agency shall provide final operating proforma and cashflow waterfall for ARCH staff review. Final loan terms shall be determined prior to release of funds and must be approved by ARCH Staff. It is anticipated that loan payments will be based on a set repayment schedule and begin after the repayment of the Amazon loan and the deferred developer fee with 1% interest. The terms will also include a provision for the Agency to defer payment if certain conditions are met (e.g., low cash flow due to unexpected costs). Any requested deferment of loan payment is subject to approval by ARCH staff, and any deferred payment would be repaid from future cash flow or at the end of the amortization period.
- c. A covenant is recorded ensuring affordability for at least 55 years, with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by ARCH staff (such as changes to accommodate income averaging across the project).

Affordability	1BR	2BR	3BR	Total
30%	5	3	0	8
40%	5	4	0	9
50%	6	7	7	20
60%	57	43	8	108
Total Low-Income Units	73	57	15	145
CAU/Manager Units	0	1	0	1
Total Units	73	58	15	146

3. Imagine Housing- Forest Edge

2025 Funding Request: \$2,000,000 (Contingent Loan)
100 Affordable Rental Units

2025 Executive Board Recommendation: \$500,000 (Contingent Loan)

Project Summary

The Forest Edge development is a partnership of Imagine Housing and Saint Andrews Lutheran Church, whose members were the original founders of Imagine Housing. The project includes approximately 100 units of new construction affordable rental units to be developed on an underutilized portion of the SALC property in Bellevue. This project will be one of the first to utilize Bellevue's C-1 land use code allowing affordable housing to be expanded on faith-owned property. The project will include studios, one-bedroom, two-bedroom, and three-bedroom homes affordable at 60% AMI.

The development will include onsite parking, an onsite resident service coordinator, and units dedicated for households with disabilities. This project creates workforce housing options in southeast Bellevue with easy access to schools, Bellevue College, grocery stores, and other amenities.

Funding Rationale

The Executive Board recommends funding with conditions listed below for the following reasons:

- The project delivers a significant number of affordable housing units, with an anticipated construction start in the 4th quarter of 2026.
- The project advances Bellevue's first development using their C-1 incentive for increased density on faith-owned land.
- The project includes 25 units for households with disabilities through the use of the City of Bellevue's Housing Stability Program funding.
- The project takes advantage of underutilized land owned by a local church with a long-term commitment to the creation and sustainable operation of affordable housing.

Proposed Conditions:

Standard Conditions: See Attachment 2 ARCH Award Standard Conditions.

Special Conditions:

Prior to Contracting

- a. The funding commitment shall continue for **twenty-four (24) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider subsequent 12-month extensions only based on documented,

meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.

- b. Funds will be in the form of a **deferred, contingent loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Agency shall provide final operating proforma and cashflow waterfall for ARCH staff review. Final loan terms shall be determined prior to release of funds and must be approved by ARCH Staff. It is anticipated that loan payments will be based on a set repayment schedule and begin after the repayment of the proposed Amazon loan and deferred developer fee with 1% interest. The terms will also include a provision for the Agency to defer payment if certain conditions are met (e.g., low cash flow due to unexpected costs). Any requested deferment of loan payment is subject to approval by ARCH staff, and any deferred payment would be repaid from future cash flow or at the end of the amortization period.
- c. A covenant is recorded ensuring affordability for at least 55 years, with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by ARCH staff (such as changes to accommodate income averaging across the project).

Affordability	Studios	1BR	2BR	3BR	Total
60%	20	32	27	21	100
Total Units	20	32	27	21	100

- d. Agency must demonstrate development capacity by 2/28/26 to continue to advance the project including: project design and permitting; construction contract negotiation; securing and negotiating project financing; development accounting; and construction management.

4. Habitat for Humanity - Orchard Gardens

2025 Funding Request:	\$1,125,000 (Secured Grant) 25 Affordable Homeownership Units
2025 Executive Board Recommendation:	\$1,116,000 (\$500,000 from ARCH HTF local funds and \$616,000 in CDBG funds recommended by ARCH and contracted by King County)
2023 ARCH Award:	\$600,000
Total Recommended Award:	\$1,716,000

Project Summary

This Orchard Gardens proposal will create twenty-five (25) new permanently affordable ownership homes for households earning up to 80% of the area median income. Each home will have three-bedrooms with on-site parking. Habitat for Humanity purchased the 3.13 acre property from the Holy Cross Lutheran Church in December 2024 and is finalizing permits with the City of Bellevue. The development includes preservation of an existing community garden, apple orchard and green spaces for the benefit of the community. The property is located in Bellevue's Newport neighborhood near schools, transit, the Factoria shopping center, and employment centers. ARCH provided an initial award to the project in the 2022 funding round. Since then, changes in interest rates and construction costs have led to a need for additional funding.

Ownership Model: Habitat employs a community land trust model to preserve long-term affordability, retaining ownership of the land and selling homes to eligible buyers through ground leases. When homeowners decide to sell, Habitat has a right of first refusal wherein Habitat will purchase the home, perform any necessary rehabilitation, and find an income-qualified buyer before reselling, thus, preserving long term affordability.

Funding Rationale

The Executive Board recommends funding with conditions listed below for the following reasons:

- Creates 25 new permanently affordable homeownership opportunities for households earning up to 80% AMI in Bellevue where median home prices exceed \$1 million. Such opportunities are rare and allow households with modest incomes to achieve stability through homeownership.
- Helps close a funding gap on a project with a previous ARCH award that is ready to start construction in 2026.
- Habitat's sweat equity model allows volunteers and potential buyers to gain valuable skills and experience in homebuilding, while allowing for cost savings when compared to traditional construction.
- Habitat's land trust model ensures perpetual affordability, which is especially important in a high cost, high growth city like Bellevue.

- Habitat’s approach to marketing helps to address historic barriers to home ownership and preserve cultural diversity in the community.

Proposed Conditions

The following 2025 Special Conditions and Standard Conditions are intended to supersede all conditions included in the 2023 award.

Standard Conditions: See Attachment 2 ARCH Award Standard Conditions.

Special Conditions:

Prior to Contracting

- The funding commitment shall continue for **twelve (12) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider subsequent 12-month extensions only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
- Funds will be in the form of a **secured grant**. Agency shall provide final operating proforma and cashflow waterfall for ARCH staff review. Final grant terms shall be determined prior to release of funds and must be approved by ARCH Staff.
- A covenant is recorded ensuring affordability for at least 55 years, with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by ARCH staff .

Affordability	3BR	Total
80%	25	25
Total Units	25	25

- A third-party cost estimate must be reviewed and approved by ARCH staff as a condition of the ARCH funding award.
- Construction contracts for work to be performed by outside vendors must be reviewed and approved by ARCH staff.

5. PorchLight – Kirkland House

2025 Funding Request:	\$462,600 (Secured Grant) 6 Affordable Rental Units
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2025 Executive Board Recommendation:	\$212,600
Additional City of Kirkland Investment:	\$250,000
Total Recommended Award:	\$462,600

Project Summary

The Kirkland House has been providing permanent supportive housing to three formerly homeless individuals in an existing single-family home since 2020 when PorchLight acquired the property. PorchLight is seeking funding to rehabilitate the property and add three additional bedrooms and one additional bathroom to serve a total of six individuals. The home has easy access to public transit, grocery stores and other amenities within walking distance.

The proposed rehabilitation of the existing home includes a new roof, improved landscaping with outdoor seating areas for residents, new fencing around the property, repaving the driveway, installation of a new garage door, new windows, and re-siding the structure with Hardie plank and a weather barrier wrap. The interior rehabilitation includes installing energy saving fixtures and appliances, an all-weather heat pump system, exhaust fans in the bathrooms and kitchen, fire safety system improvements, and the replacement of flooring, cabinets, and countertops.

Funding Rationale

The Executive Board recommends funding with conditions listed below for the following reasons:

- The project preserves and expands an existing permanent supportive housing program serving people exiting homelessness.
- The project compliments the applicant's shelter program and will help offer stability to individuals accessing emergency shelter on the Eastside.
- If fully funded this round, the project anticipates construction start in 2026 and occupancy in 2027, providing timely housing opportunities.
- The project team includes an experienced development consultant and service provider with years of experience operating this program model.

Proposed Conditions

Standard Conditions: See Attachment 2 ARCH Award Standard Conditions.

Special Conditions:

Prior to Contracting

- a. The funding commitment shall continue for **twelve (12) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that

time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider subsequent 12-month extensions only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.

- b. Funds will be in the form of a **secured grant**. Agency shall provide final operating proforma for ARCH staff review. Final grant terms shall be determined prior to release of funds and must be approved by ARCH Staff.
- c. A covenant is recorded ensuring affordability for at least 55 years, with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by ARCH staff (such as changes to accommodate income averaging across the project).

Affordability	Beds	Total
30%	3	3
50%	3	3
Total Units	6	6

Ongoing Requirement through Period of Affordability

- a. The property will establish and fund a 6-month operations reserve account upon ARCH award contracting.

6. YWCA – Family Village Redmond

2025 Funding Request: \$1,897,052 (Contingent Loan)
20 Affordable Rental Units

2025 Executive Board Recommendation: \$626,700
Additional City of Redmond Investment: \$350,000
Total Recommended Award: \$976,700

Project Summary:

YWCA Family Village Redmond (FVR) project was built in 1993 and is a single, four-story building with 20 two-bedroom and three-bedroom units of permanent supportive housing. FVR's target population is homeless and chronically homeless families with children under the age of 18 and income at or below 30% AMI. Residents receive individual case management services and referrals

to a variety of other resources. The property is located in downtown Redmond, near schools, grocery stores, transit including the new light rail line, and employment opportunities.

The proposed funding will help to ensure the long-term preservation of the housing, including addressing existing water intrusion, and enhancing safety and livability through replacement and repair of the exterior and elevator modernization. All work is expected to be completed with residents continuing to occupy their units. ARCH has not previously funded this property.

Funding Rationale

The Executive Board recommends funding with conditions listed below for the following reasons:

- The project supports critical rehabilitation and preservation of existing, family-sized 30% AMI units for families exiting homelessness.
- The project allows units to remain occupied with existing residents.
- A local ARCH award will enable the project to be highly competitive for State and County preservation funding rounds expected to be released in early 2026.

Proposed Conditions

Standard Conditions: See Attachment 2 ARCH Award Standard Conditions.

Special Conditions:

Prior to Contracting

- a. The funding commitment shall continue for **twelve (12) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider subsequent 12-month extensions only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
- b. Funds will be in the form of a **secured grant**. Final grant terms shall be determined prior to release of funds and must be approved by ARCH Staff.
- c. A covenant is recorded ensuring affordability for at least 55 years, with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by ARCH staff (such as changes to accommodate income averaging across the project).

Affordability	2BR	3BR	Total
30%	17	3	20
Total Units	17	3	20

- d. Applicant will make Family Village Redmond their top priority to other public funders for upcoming rounds to address the remaining capital needs at the property, including anticipated stabilization and preservation funding rounds later this year.
- e. A licensed architect or envelope consultant will be required to prepare designs for the improvement.
- f. An environmental report including an interior and exterior mold survey is required before contracting. If remediation is required, it will be added to the project scope and budget.

7. LEO Condominiums at Trailhead

2025 Funding Request:	\$191,500 (Contingent Loan) 6 Affordable IDD Rental Units and 1 Common Area Unit
2025 Executive Board Recommendation:	\$191,500
2021 ARCH HTF Award:	\$250,000
Total Award:	\$441,500

Project Summary

Life Enrichment Options (LEO) has partnered with the King County Housing Authority (KCHA) to design and purchase space to serve six individuals with Intellectual or Developmental Disabilities (IDD) within the larger Trailhead Apartments project. These apartments were designed in consultation with LEO to align with their group home model that is used across other single-family homes in their portfolio. The space will be comprised of three apartments will deliver six IDD units and one live-in caregiver unit as outlined below:

Unit 305: A 1-bedroom unit for a live-in caregiver, with a connected door to unit 304. This is identified as a Common Area Unit, and will be considered a reasonable accommodation for purposes of the Section 8 Housing Choice Voucher associated with the neighboring unit 304 that has a shared door between the units.

Unit 304: A 4-bedroom unit for adults with Intellectual or Developmental Disabilities, providing 4 units at 30% AMI.

Unit 303: A neighboring 2-bedroom unit for adults with Intellectual or Developmental Disabilities, providing 2 units for residents that are capable of more independent living, at 40% AMI.

The ground floor will include 10,000 sf of commercial space (Issaquah Opportunity Center) to be owned by the City of Issaquah. This space will be programmed for community services, and the

City of Issaquah will issue an RFP to healthcare providers, mental health service providers, and other community service organizations this fall to select tenants.

ARCH previously funded the LEO at Trailhead project in 2021. After overcoming delays due to site control and relocation of an existing utility, the project is now in the permitting process and expected to start construction in 2026. LEO anticipates purchasing the condo units at the completion of the building in 2028.

Funding Rationale

The Executive Board recommends funding with conditions listed below for the following reasons:

- The project provides much needed housing and services for people with intellectual and developmental disabilities within a larger multifamily setting, establishing a potential model for integration of IDD housing in future projects.
- The project leverages significant State funding dedicated to IDD housing as well as the financing assembled by KCHA for the larger development.
- The project helps fulfill an important and longstanding TOD project within the City of Issaquah that will realize significant affordable housing and economic development goals. The project is part of a larger partnership with King County Housing Authority, a market rate developer and the City of Issaquah which will create significant affordable housing.

Proposed Conditions

The following 2025 Special Conditions and Standard Conditions are intended to supersede all conditions included in the 2021 award.

Standard Conditions: See Attachment 2 ARCH Award Standard Conditions.

Special Conditions:

Prior to Contracting

- a. The funding commitment shall continue for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider subsequent 12-month extensions only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
- b. Funds will be in the form of a **secured grant**. Agency shall provide final operating proforma and cashflow waterfall for ARCH staff review. Final grant terms shall be determined prior to release of funds and must be approved by ARCH Staff.

- c. A covenant is recorded ensuring affordability for at least 55 years, with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by ARCH staff (such as changes to accommodate income averaging across the project).

Affordability	Beds	Total
30%	4	4
40%	2	2
Total Low-Income Units	6	6
CAU/Manager Unit	1	1
Total Units	7	7

- d. An operating budget, including any shared condominium operating costs will be reviewed and approved by ARCH.

8. Imagine Housing – Peter’s Ridge

2025 Funding Request: \$2,000,000 (Contingent Loan)
108 Affordable Rental Units

2025 Executive Board Recommendation: \$0

Project Summary

Peter’s Ridge Apartments will be a new construction project providing an estimated 108 units located on the current site of St. Peters Methodist Church. The development will include six separate 3-story buildings with a mix of studio, one-bedroom, two-bedroom, and three-bedroom units with an emphasis on two-bedroom and three-bedroom units or larger families. This project would be one of the first to utilize Bellevue’s Action C-1 amendment to the land use code incentivizing affordable housing on faith-owned property.

The project is located in the Northeast Bellevue neighborhood with many amenities located in nearby Crossroads. The development will include onsite parking and an onsite resident service coordinator.

Funding Rationale:

Given limited resources for an award in this year’s funding round, the Executive Board supports the intent of the project but does not recommend funding the project in the 2025 round for the following reasons:

- The sponsor indicated that the Forest Edge project is their priority this funding round in its funding applications to ARCH, City of Bellevue and State funding rounds. The project is highly unlikely to leverage other public sources this year for full funding.
- The applicant will be encouraged to apply in future funding rounds.

9. King County Housing Authority – Trailhead Apartments

2025 Funding Request:	\$500,000 (Conditional Loan) 154 Affordable Rental Units and 2 Common Area Units
2025 Executive Board Recommendation:	\$0
2017 ARCH HTF Award:	\$2,000,000
Total 2025 Award:	\$0 (The existing \$2,000,000 remains committed from ARCH for the development)

Project Summary

Trailhead Apartments will be an approximately 156-unit affordable housing building located on the north side of the larger Central Issaquah Transit Oriented Development. The King County Housing Authority (KCHA) is currently in the process of selecting a developer for a second, 200-unit, market rate building that will be located to the south. The Trailhead Apartments will serve 40% and 60% AMI households with a mix of studio, one-bedroom, two-bedroom, and 3-bedroom units.

KCHA will partner with Life Enrichment Options (LEO) to construct space within the project to house six adults living with Intellectual and Developmental Disabilities (IDD). LEO has submitted a funding application to support their purchase of this space, anticipating ARCH, Issaquah IHIP, and Commerce awards.

The ground floor will include 10,000 sf of commercial space (Issaquah Opportunity Center) to be owned by the City of Issaquah. This space will be programmed for community services, and the City of Issaquah will issue an RFP to healthcare providers, mental health service providers, and other community service organizations this fall to select tenants. The project will include 172 parking stalls on three levels of structured parking.

ARCH initially awarded funding to the Trailhead project in 2017 and has remained committed to the project's success since then.

Funding Rationale

Given the limited resources for an award in this year's funding round, the Executive Board supports the intent of the project but does not recommend additional funding for the project in the 2025 ARCH HTF round for the following reasons:

- While the project aligned well with the timely delivery of housing priority, the applicant indicated that if they were not fully funded with all pending funding requests and available financing tools in 2025, they would be able to begin construction as scheduled in June 2026 and apply for additional funds in future rounds.

- Construction costs are relatively high per unit, partially related to the high number of structured parking stalls provided.
- If capital funding gaps persist, the applicant will be encouraged to apply in future funding rounds.
- ARCH will continue to support the project with its existing funding commitment and in its requests for other sources of public funding.

10. LIHI – Aventine Apartments

2025 Funding Request: \$250,000 (Conditional Loan)
66 Affordable Rental Units

2025 Executive Board Recommendation: \$0

Project Summary

The Aventine is a 5-story, 66-unit apartment community with 51 underground parking spaces located in Bellevue’s Downtown neighborhood. LIHI purchased the Aventine in 2024 with funding from Amazon, WSHFC, and the City of Bellevue to create and preserve housing for households at 30% to 80% AMI. ARCH awarded funding in 2023 and 2024 totaling \$1.5 million, which is intended to repay interim financing and support rehabilitation work. The building had 62 occupied units with market rate and 80% AMI tenants when LIHI took ownership in 2024. Existing tenants were allowed to remain in place, and unit turnover was completed on a voluntary basis.

The 66 units are a mix of studios, one-bedroom, and two-bedroom apartments. There are twelve units at or below 30% AMI, twenty units at 50% AMI, nineteen units at 60% AMI, and fifteen units at 80% AMI. In addition to low income workforce individuals, the building serves homeless families, veterans, and people living with disabilities. Aventine also has a 5-year, \$1,800,020 OMS award from Bellevue's Housing Stability Program to provide case management and behavioral health supports to residents.

LIHI is now seeking additional funding from ARCH, King County, and Commerce to repay a \$3,500,000 bridge loan from the City of Bellevue that was used for acquisition and the planned rehab work. The rehabilitation cost has also increased, creating additional need for their \$4,750,000 request to all public funders this year.

Funding Rationale

Given the limited resources for an award in this year’s funding round, the Executive Board supports the intent of the project but does not recommend additional funding from the 2025 ARCH HTF round the project for the following reasons:

- ARCH and other local funders already have committed substantial resources to the project, and current awarded funds have not yet been contracted and expended.
- The project will likely be competitive for other sources of funding.

11. Vintage – Parq by Vintage

2025 Funding Request: \$2,000,000 (Conditional Loan)
259 Affordable Rental Units and 2 Common Area Units

2025 Executive Board Recommendation: \$0

Project Summary

Parq by Vintage is a proposed 259-unit affordable multifamily development. The project is located at 21925 South East 51st Street, Issaquah, WA 98029 and will convert existing commercial office space into multifamily affordable residential buildings. The site consists of two elevator buildings, one with five stories and one with six stories. The project proposes to provide 259 parking spaces, which are necessary due to limited transit options from the site. Outdoor amenity space will be created for the residents.

The site was chosen for its adaptive reuse potential and for its proximity to amenities desirable to families, including groceries, pharmacies, retail, and restaurants. The project site is located adjacent to the 531-acre Lake Sammamish State Park, with a direct trail connection to the park. A major landmark in King County, the park receives over two million visitors annually.

Funding Rationale

Given the limited resources for an award in this year's funding round, the Executive Board supports the intent of the project but does not recommend funding the project in the 2025 ARCH HTF Round for the following reasons:

- The project sponsor and property management firm have pending litigation with the State Attorney General's Office; therefore, the project was unlikely to receive an allocation of the other funding needed to complete the project on the proposed schedule.
- The project application provided limited assessment of the existing building and system conditions as well as few details in the office to residential conversion scope of work, leaving more uncertainty on project costs and need for funding.

12. reSpace – Bellevue Sell and Stay Multigenerational Homeowners

2025 Funding Request: \$500,000 (Secured Grant)
40 Affordable Homeownership Units

2025 Executive Board Recommendation: \$0

Project Summary

This project aims to provide 8-12 units on four separate properties under a unique co-homeownership model for moderate-income individuals (60–100% AMI) including seniors who wish to age in place. The project will involve the redevelopment of four, to be identified, existing single-family properties into 8–12 private suites at each site within a shared-equity homeownership structure. Properties will be sourced by identifying single family homeowners who want to sell their homes but remain onsite, in a new living suite. Sixteen of the 40 units will be dedicated to seniors eligible at 60% AMI making these units eligible for Bellevue HSP funds.

The rehabilitation will include adding bathrooms to each bedroom in the existing single-family home to create suites consisting of a bathroom and bedroom for each resident owner. New ADUs will be built with additional shared suites in conformance with the new middle housing code adopted by Bellevue. There will be shared kitchens and living areas in each building. The specific properties for the developments have not yet been identified or site control secured.

Ownership Model: The ownership model is structured through an LLC operating agreement. Each homeowner holds a membership interest in the entire property and common areas, and each household has exclusive rights to their designated private suite.

Funding Rationale

Given the limited resources for an award in this year’s funding round, the Executive Board supports the intent of the project but does not recommend funding the project in the 2025 ARCH HTF round for the following reasons:

- The developer has not identified the specific sites or started any of the feasibility or design work.
- Project is a new model and has yet to demonstrate feasibility in the current market including demand for co-housing amongst seniors or ability to obtain construction phase financing for the development or lenders to purchase the co-ownership suites.
- Questions remain about the model for service delivery.
- Applicant is encouraged to continue developing their model and consider applying in a future round.

13. SRI – Catalina Apartments

2025 Funding Request:	\$1,000,000 (Conditional Loan) 96 Affordable Rental Units
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2025 Executive Board Recommendation:	\$0
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Project Summary

This project aims to acquire and convert an existing market-rate building into an income-restricted development for seniors at 30% to 80% AMI, of which five will be set aside for seniors living with

physical disabilities at 30% AMI. The building is comprised of studio and one-bedroom units. This is the second application ARCH has received for the project.

Originally a nursing home, the building was converted to 96 individual apartments in the early 2000s. The project has several features that align well to serve seniors, such as an elevator and significant common areas for congregation. The rehabilitation component will address outstanding capital needs of the building, including exterior paint and facade repairs, a new roof, elevator upgrades, HVAC replacement, and an interior refresh. The property is in the Woodridge neighborhood of Bellevue with most amenities located in the Factoria neighborhood to the south.

The conversion of this building from market rate to income-restricted will require the relocation of at least some existing residents who do not meet income requirements. SRI intends to hire a relocation consultant (Housing to Home) to support relocation elements. It is estimated that around half of the households will not meet income requirements and need to be relocated.

Funding Rationale

Given the limited resources for an award in this year's funding round, the Executive Board supports the intent of the project but does not recommend funding the project for the following reasons:

- The project is unlikely to secure other public sources this year for full funding.
- The project would potentially result in involuntarily displacing approximately 50% of the existing residents as the project converts to senior housing.

Attachment 1: Proposed Funding Sources

2025 FUNDING RECOMMENDATIONS								
	Altaire	Bothell Urban	Family Village Redmond	Forest Edge	LEO Trailhead	Kirkland House	Orchard Gardens	2025 Funds Recommended
	500,000	1,500,000	626,700	500,000	191,500	212,600	500,000	4,030,800
Bellevue	140,400	542,000	211,100	140,400	23,700	54,300	189,300	1,301,200
Bothell	19,400	22,400	19,900	19,400	18,600	18,800	1,400	119,900
Clyde Hill	2,500	6,000	3,100	2,500	1,400	1,700	1,700	18,900
Hunts Point	600	2,300	900	600	100	200	800	5,500
Issaquah	63,300	14,800	5,800	63,300	60,100	1,500	5,200	214,000
Kenmore	13,600	45,100	19,100	13,600	4,400	6,800	14,900	117,500
Kirkland	109,300	421,300	164,100	109,300	18,400	42,100	147,300	1,011,800
Medina	3,500	13,400	5,200	3,500	600	1,300	4,700	32,200
Mercer Island	4,400	16,900	6,600	4,400	700	1,700	5,900	40,600
Newcastle	2,200	8,400	3,300	2,200	400	800	2,900	20,200
Redmond	110,300	290,000	141,900	110,300	58,000	71,700	84,800	867,000
Sammamish	17,700	68,200	26,600	17,700	3,000	6,800	23,900	163,900
Woodinville	11,900	45,800	17,800	11,900	2,000	4,600	16,000	110,000
Yarrow Point	900	3,400	1,300	900	100	300	1,200	8,100
HTF	500,000	1,500,000	626,700	500,000	191,500	212,600	500,000	4,030,800
CDBG							616,000	616,000
Kirkland Add'l Inv						250,000		250,000
Redmond Add'l Inv			350,000					350,000
2021 HTF Award					250,000			250,000
2023 HTF Award							600,000	600,000
Grand Total	500,000	1,500,000	976,700	500,000	441,500	462,600	1,716,000	6,096,800

Attachment 2: ARCH Award Standard Conditions

1. Prior to Contracting:

- a. Owner shall submit quarterly monitoring reports to ARCH **from the time of award** through completion of the project.
- b. The Owner shall submit a project implementation timeline, **and development and operating budgets (“Project Budget”)** based upon more complete cost information and actual funding commitments, including proposed uses of ARCH funds, which must be approved by ARCH. If the Owner is unable to adhere to the timeline and/or budgets, ARCH must be immediately notified and a new timeline and/or budgets shall be submitted by the Owner for ARCH’s approval. ARCH shall not unreasonably withhold its approval to a revised timeline and/or budgets, so long as such new timeline and/or budgets does not materially adversely change the Project. This shall be a continuing obligation of the Owner. Failure to adhere to the timeline and/or budgets, either original or as amended, may result in withdrawal of the **Lender’s** commitment of funds.
- c. The Owner shall submit evidence of commitment of all public and private funds in the Project consistent with the Project Budget. In the event commitment of funds identified in the Project Award Letter cannot be secured in the time frame identified in the application, the Owner shall immediately notify ARCH, and describe the actions it will undertake to secure alternative funding, and the timing of those actions, subject to ARCH’s review and approval. All commitments of financing for the Project must be secured by the Owner prior to the release of funds.
- d. The Owner shall submit evidence of insurance, as required by ARCH.
- e. The Owner shall submit evidence of site control, a market study (if applicable), and an appraisal, by a state-certified general real estate appraiser, as that term is defined in RCW 18.140.010(22), which establishes a property value equal to or greater than the acquisition price.
- f. *[If improvements already exist -* The Owner shall submit a property inspection report by a qualified third-party firm. This report shall include an analysis of deferred and other repair or maintenance items upon the Property as well as the presence of any Hazardous Substances, and if present, how it will be addressed. This report shall be accompanied by a budget and plan showing how recommended rehabilitation work will be completed in a timely manner. A budget and timetable for this work may be submitted with the inspection report or be included as an attachment to the Project Budget required in subsection 1.2 hereinabove.]
- g. The Owner shall submit a Hazardous Substances survey for the site by a qualified third-party firm. This report shall include an analysis of the presence of any Hazardous Substances, and if present,

how the Hazardous Substances will be addressed. This report shall be accompanied by a plan showing how recommended work will be completed in a timely manner. If applicable, a budget and timetable for this work shall be submitted with the inspection report.

- h. Owner shall provide **Lender** with an authorization, execution and enforceability opinion of Owner's counsel in a form reasonably acceptable to the **Lender**.
- i. [If required], Owner shall secure performance and payment bonds in the amount of the value of the construction project.
- j. Owner shall cooperate with ARCH in obtaining an American Land Title Association Lender's Title Policy with extended title insurance insuring the [Loan/Grant] and including those endorsements reasonably required by ARCH. The costs of such policy shall be the responsibility of the Owner.
- k. The Owner shall have in place all applicable construction, land use, environmental (including Hazardous Substances (as defined in the Environmental Indemnity)), and zoning permits, and other approvals necessary for construction, occupation and operation of the Project. Owner shall maintain documentation of any such.
- l. In the event federal funds are used, and to the extent applicable, federal guidelines must be met, including but not limited to: contractor solicitation, bidding and selection; wage rates; property acquisition; and Endangered Species Act (ESA) requirements. Owner shall include in any construction contracts or subcontracts, such requirements as may be required by the federal funds so used.

2. Additional Terms to be included in the Funding Documents

- a. Concurrent with Owner's execution of the Funding Agreement, Owner shall execute and deliver to ARCH (i) the Note, (ii) the Deed of Trust, (iii) the Regulatory Agreement, and (iv) a Certificate and Indemnity Agreement Regarding Hazardous Substances and Building Laws ("Environmental Indemnity"). Together with the Funding Agreement, the Deed of Trust, Note, and Regulatory Agreement, and Environmental Indemnity, shall be considered the "ARCH Funding Documents".
- b. Lender funds allocated to the Project shall not be used for any purposes other than as specified in the award conditions and/or as described in the approved Project Budget unless ARCH has given written authorization for alternative use. Spending of construction contingency must be approved in advance by ARCH. If after the completion of the project there are budget line items with unexpended balances, ARCH shall approve adjustments to the project capital sources, including potential reductions in public fund loan balances.
- c. The Owner shall [acquire/construct/renovate] the Project in compliance with the Project Award Letter as approved by ARCH and substantially in compliance with any plans and/or specifications submitted to and approved by ARCH.

- d. The net developer fee shall follow the ARCH Net Developer Fee Schedule. A net developer fee is defined as that portion of the developer fee paid out of capital funding sources and does not include the deferred portion that is paid out of cash flow from operations after being placed in service.
- e. The Owner shall submit a complete management and services plan and updated operating budget for review and approval by ARCH staff ("Management Plan"). At a minimum the plan shall describe: (1) the physical plan including number and size of units, amenities, and accessibility, (2) the tenant population to be served, (3) description of housing programs and services, (4) management and operation of the premises including description of management entity and staffing, rules for operation of the premises, enforcement procedures, and maintenance and repair program, and (5) coordination of services with outside providers and parking management.
- f. Owner shall submit annual monitoring reports after completion of the project, and shall submit initial tenant information as required by ARCH, if applicable.

3. Other Terms

- a. ARCH, through its Administering Agency, may negotiate, approve, execute, and record amendments or releases of any ARCH loan documents as may be needed for the project; provided the project still provides the anticipated affordable housing and there is sufficient collateral to secure the members' financial investment, all as determined by ARCH staff.
- b. ARCH acknowledges that projects may change from the time of award until signing of the funding agreement as designs are further developed and financing is secured. The following changes may be approved by the party identified below, based on a determination that the change is necessary for the project to proceed and the Owner has made diligent efforts to maximize the affordable housing benefits in the project.

Type of Change	Approver
Change to proposed population (if applicable)	ARCH Executive Board
Change to total number of units or bedrooms of less than 20%	ARCH staff
Change to total number of units or bedrooms greater than 20%	ARCH Executive Board
Change to affordability levels resulting in average AMI increasing 10% AMI or less change	ARCH staff
Change to affordability levels resulting in average AMI increasing over 10% AMI	Executive Board
Change in one or more entities that make up the project sponsor / applicant	Executive Board

Attachment 3: Project Economic Summaries

Applicant: BRIDGE Housing
 Project Name: Bothell Urban (Lot P)
 Location: Bounded by Thorsk St, 98th Ave NE, and Pop Keeney Way, Bothell
 Project Description: Approximately 200 units of affordable rental housing at 30%, 50%, and 60% AMI with 1 Common Area Unit

Development Costs	Amount
Acquisition Costs	\$70,000
Construction	\$66,695,714
Soft Costs	\$3,898,544
Construction Financing	\$8,274,347
Permanent Financing	\$1,463,662
Capitalized Reserves	\$877,517
Other Development Costs	\$8,538,657
Developer Fee	\$12,676,407
Bond Related Costs of Issuance (4%)	\$107,500
Total Development Costs	\$102,602,348

Residential Source Name	Amount
Tax Credit Equity (4%)	\$43,032,308
State (WA HTF)	\$8,000,000
ARCH	\$1,500,000
Perm Loan/Bond	\$24,629,928
Sponsor Loan	\$4,360,740
Amazon	\$16,000,000
Deferred Developer Fee	\$4,379,372
CHIP	\$700,000
Total Capital Sources	\$102,602,348

Applicant: Hopelink and SRM
 Project Name: Altaire at East Main
 Location: 995 118th Ave SE, Bellevue
 Project Description: Approximately 145 units of affordable rental housing at 30%, 40%, 50%, and 60% AMI with 1 Common Area Unit

Development Costs	Amount
Acquisition Costs	\$16,308,241
Construction	\$46,901,103
Soft Costs	\$5,080,296
Pre-Development/Bridge Financing	\$6,112,799
Construction Financing	\$5,996,690
Permanent Financing	\$548,094
Capitalized Reserves	\$1,362,526
Other Development Costs	\$4,520,908
Developer Fee	\$8,793,300
Bond Related Costs of Issuance (4%)	\$608,470
Total Development Costs	\$96,232,427

Residential Source Name	Amount
Tax Credit Equity (4%)	\$30,108,043
State (WA HTF)	\$7,500,000
King County	\$3,000,000
City of Bellevue (HSP)	\$14,460,888
City of Bellevue (AHF)	\$3,483,750
ARCH	\$500,000
Perm Loan/Bond	\$11,325,006
Amazon	\$18,125,000
Deferred Developer Fee	\$6,224,409
Interim Income and Accrued Interest	\$1,505,331
Total Capital Sources	\$96,232,427

Applicant: Imagine Housing
 Project Name: Forest Edge
 Location: 2650 148th Ave SE, Bellevue
 Project Description: Approximately 100 units of affordable rental housing at 60% AMI

Development Costs	Amount
Acquisition Costs	\$3,625,000
Construction	\$49,353,990
Soft Costs	\$3,401,182
Pre-Development/Bridge Financing	\$350,000
Construction Financing	\$4,172,323
Permanent Financing	\$809,968
Capitalized Reserves	\$1,005,687
Other Development Costs	\$2,993,364
Developer Fee	\$4,950,000
Bond Related Costs of Issuance (4%)	\$589,051
Total Development Costs	\$71,250,565

Residential Source Name	Amount
Tax Credit Equity (4%)	\$26,867,375
State (WA HTF)	\$5,000,000
City of Bellevue (HSP)	\$6,903,994
City of Bellevue (AHF)	\$3,784,367
ARCH	\$500,000
Perm Loan/Bond	\$13,223,748
Amazon	\$11,000,000
Deferred Developer Fee	\$2,971,081
CHIP	\$1,000,000
Total Capital Sources	\$71,250,565

Applicant: Habitat for Humanity
 Project Name: Orchard Gardens
 Location: 4315 129th Place SE, Bellevue
 Project Description: Approximately 25 units of affordable homeownership at 80% AMI

Development Costs	Amount
Acquisition Costs	\$1,635,000
Construction	\$15,996,994
Soft Costs	\$1,716,316
Construction Financing	\$776,962
Other Development Costs	\$1,225,000
Total Development Costs	\$21,350,272

Residential Source Name	Amount
State (WA HTF)	\$2,500,000
King County	\$1,800,000
City of Bellevue (AHF)	\$1,715,400
ARCH 2025 Request	\$784,600
Perm Loan/Bond (Home Sales Revenue)	\$6,539,558
National Housing Trust	\$400,000
2023 Commerce HTF & Appropriation	\$3,109,600
2023 ARCH	\$600,000
2023 & 2024 King County	\$2,901,114
2023 CHIP	\$1,000,000
Total Capital Sources	\$21,350,272

Applicant: PorchLight (formerly Congregations for the Homeless)
 Project Name: Kirkland House
 Location: 13205 100th Place NE, Kirkland
 Project Description: Approximately 6 units of affordable rental housing at 30% and 50% AMI

Development Costs	Amount
Construction	\$1,216,612
Soft Costs	\$239,587
Capitalized Reserves	\$28,200
Other Development Costs	\$103,142
Developer Fee	\$50,000
Total Development Costs	\$1,637,541

Residential Source Name	Amount
State (WA HTF)	\$924,941
ARCH	\$462,600
Sponsor Grant	\$250,000
Total Capital Sources	\$1,637,541

Applicant: YWCA
 Project Name: Family Village Redmond
 Location: 16601 NE 80th St, Redmond
 Project Description: 20 units of affordable rental housing at 30% AMI

Development Costs	Amount
Construction	\$1,793,991
Soft Costs	\$28,000
Other Development Costs	\$24,748
Developer Fee	\$50,313
Total Development Costs	\$1,897,052

Residential Source Name	Amount
ARCH	\$976,700
County/State Preservation Funds	\$920,352
Total Capital Sources	\$1,897,052

Applicant: Life Enrichment Options (LEO)
 Project Name: LEO Condominiums at Trailhead
 Location: 1550 Newport Way NW, Issaquah
 Project Description: 6 units of affordable rental housing at 30% and 40% AMI and 1 Common Area Unit

Development Costs	Amount
Acquisition Costs	\$2,420,479
Soft Costs	\$254,485
Capitalized Reserves	\$8,788
Other Development Costs	\$14,374
Total Development Costs	\$2,698,126

Residential Source Name	Amount
State (WA HTF)	\$1,733,626
Issaquah Inclusive Housing Pool (IHIP)	\$383,000
ARCH 2025 Request	\$191,500
Kuni Foundation	\$140,000
2023 ARCH	\$250,000
Total Capital Sources	\$2,698,126

CITY OF REDMOND, WASHINGTON

RESOLUTION NO. _____

A Resolution of the City Council of the City of Redmond, Washington, approving revisions to the House Key Plus ARCH (East King County) Down Payment Assistance Program, authorizing execution of related agreements, and ratifying prior actions taken in support of said program, all as recommended by the Executive Board for A Regional Coalition for Housing (ARCH).

WHEREAS, pursuant to an interlocal agreement executed under chapter 39.34 RCW, the City of Redmond is a long standing member of A Regional Coalition of Housing (ARCH), a cooperative partnership of fifteen cities and towns in East King County, working together to promote affordable housing through shared goals, coordinated policies, and the strategic use of public funds;

WHEREAS, the City of Redmond previously executed an “Agreement Regarding Down Payment Assistance House Key Plus ARCH (East King County) Program” and a “First Amended and Restated Agreement Regarding Down Payment Assistance House Key Plus ARCH (East King County) Program,” which established and provided funding for down payment and closing cost assistance to single-family homebuyers in the form of second and subordinate loans;

WHEREAS, in its capacity as the ARCH Administering Agency, the City of Bellevue executed a “Second Amended and Restated Agreement Regarding Down Payment Assistance House Key Plus ARCH (East King County) Program” on behalf of the City of Redmond to provide additional funding in support of the program;

WHEREAS, as part of the 2025 Housing Trust Fund Allocation Process, the ARCH Executive Board has recommended certain programmatic changes to the program to facilitate increased utilization by low- and moderate-income families in East King County;

WHEREAS, these programmatic changes require execution of a Third Amended and Restated Agreement, which agreement will rename the program the East King County Down Payment Assistance Program and will replace and supersede all previous agreements executed by or on behalf of the City of Redmond; and

WHEREAS, the City of Redmond finds the programmatic changes serve the public interest by expanding access to homeownership opportunities for low- and moderate-

income households, thereby promoting housing stability, economic mobility, and community well-being;

NOW, THEREFORE, be it resolved by the City Council of the City of Redmond as follows:

Section 1. The City Council authorizes the duly-appointed administering agency of ARCH, pursuant to the Amended and Restated Interlocal Agreement for ARCH, to execute all documents and take all necessary actions to enter into agreements on behalf of the City to revise the House Key Plus ARCH (East King County) Down Payment Assistance Program, which shall henceforth be known as the East King County Down Payment Assistance Program, all as recommended by the ARCH Executive Board.

Section 2. The agreement(s) entered into pursuant to Section 1 of this Resolution shall include terms and conditions to ensure that the City's funds are used for their intended purposes. In determining what conditions should be included in the agreements, the duly-appointed administering agency of ARCH shall be guided by the recommendations set forth in the ARCH Executive Board's memorandum as of December 11, 2025, a copy of which is attached hereto as Exhibit A.

Section 3. The agreement(s) entered into pursuant to Section 1 of this Resolution shall supersede and replace any and all agreements that related to earlier versions of the program and were previously executed by or on behalf of the City; and the duly-appointed administering agency shall be authorized to execute consents, amendments, or other modifications to subsidiary agreements, obligations, interests, or instruments previously created under any superseded and replaced agreements as may be necessary to effectuate the transition to and/or implementation of the current program.

Section 4. The City hereby ratifies and affirms all prior agreements and instruments previously executed by the duly-appointed administering agency relating to the "Second Amended and Restated Agreement Regarding Down Payment Assistance House Key Plus ARCH (East King County) Program." This ratification is intended to confirm, to the extent necessary, the validity of said prior agreement and any subsidiary agreements, obligations, interests, or instruments created thereto.

Passed by the City Council this ____ day of _____, 2026, and signed in authentication of its passage this ____ day of _____, 2026.

_____, Mayor Angela Birney

Attest:

_____, City Clerk

Memo

To:

**City of Bellevue Council Members
City of Clyde Hill Council Members
City of Issaquah Council Members
City of Kenmore Council Members
City of Kirkland Council Members
City of Medina Council Members**

**City of Mercer Island Council Members
City of Newcastle Council Members
City of Redmond Council Members
City of Sammamish Council Members
City of Woodinville Council Members**

From: Nathan McCommon, Chair, ARCH Executive Board

Date: December 11, 2025

Re: House Key Plus ARCH East King County Downpayment Assistance Program Recommendation

This memo provides recommendations by the ARCH Executive Board for the previously authorized House Key Plus ARCH East King County Downpayment Assistance Program (see Attachment 1 for the past ARCH member city contributions). These changes are recommended to update the program to the needs of buyers in today's housing market. No additional funding is proposed at this time.

House Key Plus ARCH East King County Downpayment Assistance Program

Project Summary:

The House Key Plus ARCH East King County Downpayment Assistance Program was first established in 2005 by ARCH, the Washington State Housing Finance Commission (WSHFC), and King County. The program is administered through WSHFC and has provided up to \$30,000 in downpayment assistance for qualified first-time homebuyers purchasing in East King County. Based on early successes, the program was recapitalized by all the contributing partners in 2007 and 2012, as shown in Attachment 1.

As of December 2025, there was \$1,201,147 in available program funds. While the program has continued to originate loans in recent years, the pace of loan activity has slowed significantly as home prices have increased far faster than buyers' incomes.

**Beaux Arts Village • Bellevue • Bothell • Clyde Hill • Hunts Point
Issaquah • Kenmore • Kirkland • Medina • Mercer Island
Newcastle • Redmond • Sammamish • Woodinville • Yarrow Point • King County**

The program as previously authorized is summarized below:

Program Eligibility

- First-time homebuyer (has not owned a home during the past 3 yrs)
- Household income at or below 80% of AMI
- Home will be the buyer's principal residence
- Home must be within the ARCH member jurisdictions.
- Additional requirements for loans funded with federal HOME funds

Down Payment Assistance Terms:

- Second mortgages of up to \$30,000 per home.
- There are no monthly payments on the second mortgage. The loan is due when the buyer sells, refinances, moves out or pays off the 1st mortgage.
- 4% deferred simple interest to be paid when the borrower pays off the loan.
- The loan can be in place for up to 30 years before it must be paid back.
- Borrower(s) must contribute at least 2% of the purchase price from their own funds

Administration: The program is administered by the Washington State Housing Finance Commission (WSHFC) through its existing community of lenders. WSHFC provides training to lenders and includes the program in its regular marketing and outreach.

Current usage: To date, the program has served 81 homebuyers. When first established, the program was well matched to buyers' needs, but as home prices have increased dramatically in the last 20 years, the amount of assistance has become insufficient to bridge the gap between eligible households' income and market rate home prices.

Proposed Program Changes:

WSHFC, King County and ARCH have collaborated throughout the last year to review the DPA program and develop recommendations to strengthen and extend its impact. Below is a summary of recommendations approved by the ARCH Executive Board. These recommendations are anticipated to better meet the needs of eligible buyers in the current marketplace, align with the ARCH Homeownership Program, and result in faster utilization of program funds.

Current Program	Proposed Change
\$30,000 max DPA	Increase max DPA to \$75,000. For borrowers at or below 80% AMI, the maximum DPA would be \$75,000. For borrowers between 80%-100%AMI, the maximum DPA would be \$50,000. Increasing the assistance would make the program more desirable and better bridge the gap for lower income buyers in East King County.
2% minimum contribution required for borrowers	Reduce required minimum contribution for borrowers to 1%. This change would reduce a hurdle to otherwise qualified buyers.

80% AMI eligibility requirement	Allow eligibility up to 100% AMI. This would increase the program's reach and support moderate income households, including potential ARCH homebuyers. The current program income limit is based on federal HOME funding requirements. WSHFC's maximum income limit is 100% AMI.
Simple interest at 4%	Lower the interest rate from 4% to 1%. Currently, 4% is the highest interest rate among any DPA program WSHFC offers, with most others at 0% or 1%. For homes with resale restrictions, 1% simple interest poses less risk to the borrower.
Program Name: House Key Plus ARCH (East King County) Downpayment Assistance Program	Change the program name to the 'East King County Down Payment Assistance Program'. This change will help to distinguish the DPA Program from the ARCH Homeownership Program, as there is confusion in the marketplace between the two programs.

In addition to the above recommendations, the ARCH Executive Board recommends that DPA partners (ARCH, WSHFC and King County) establish a Third Amended and Restated Agreement that will clarify and consolidate administrative responsibilities in ARCH and ARCH's Administering Agency.

Program Update Rationale:

The ARCH Executive Board supported these recommendations for the following reasons:

- Funds have been underutilized and updating the program would better meet the needs of eligible buyers.
- The DPA has demonstrated success but requires updates to continue to be a valuable tool for low- and moderate-income buyers looking to purchase in East King County.
- The changes will better align the DPA program with ARCH's Affordable Homeownership Program, which provides some of the only affordable entry points to homeownership in East King County.
- The changes will clarify and simplify administrative responsibilities to ARCH and the administering agency.
- No additional funding is required at this time.

Recommendation:

- Adopt a resolution approving revisions to the terms and conditions applicable to the House Key Plus ARCH (East King County) Down Payment Assistance Program, authorizing execution of related agreements, and ratifying prior actions taken in support of said program, all as recommended by the Executive Board for A Regional Coalition for Housing (ARCH).

Attachments:

- 1) Attachment 1: DPA Funding Contributions and ARCH Member City Contributions

Attachment 1: DPA Funding Contributions and ARCH Member City Contributions

DPA Program Funding Commitments

	ARCH Funding	King County Funding*	WSHFC Funding	TOTAL
Initial Capitalization (2005)	\$200,000	\$300,000	\$300,000	\$800,000
First Recapitalization (2007)	\$200,000	\$300,000	\$300,000	\$800,000
Second Recapitalization (2012)	\$200,000	\$300,000	\$300,000	\$800,000
TOTAL	\$600,000	\$900,000	\$900,000	\$2,400,000

*Note that \$380,000 in King County funding was withdrawn from the program over time due to expenditure delays that were inconsistent with rules for the County's source of funds (federal HOME/ADDI funds)

ARCH City Contributions

City	Initial Capitalization	First Recapitalization	Second Recapitalization
Bellevue*	\$65,000	\$75,000	\$45,000
Clyde Hill	\$2,500		
Issaquah		\$5,000	\$25,000
Kenmore	\$12,500	\$25,000	\$25,000
Kirkland	\$40,000	\$35,000	\$30,000
Medina	\$2,500		
Mercer Island	\$12,500	\$10,000	
Newcastle	\$7,500	\$10,000	\$12,500
Redmond	\$50,000	\$35,000	\$28,500
Sammamish			\$25,000
Woodinville	\$7,500	\$5,000	\$9,000
TOTAL	\$200,000	\$200,000	\$200,000

*An additional \$15,000 was funded for homebuyer education in the initial capitalization

CITY OF REDMOND, WASHINGTON

RESOLUTION NO. _____

A resolution of the City Council of the City of Redmond, Washington, authorizing the City of Bellevue to administer certain housing project agreements on behalf of the City of Redmond, consistent with the Amended and Restated Interlocal Agreement for A Regional Coalition for Housing (ARCH).

WHEREAS, pursuant to an interlocal agreement executed under chapter 39.34 RCW, the City is a long standing member of A Regional Coalition of Housing (ARCH), a cooperative partnership of fifteen cities and towns in East King County, working together to promote affordable housing through shared goals, coordinated policies, and the strategic use of public funds in partnership with private-sector resources;

WHEREAS, the City of Bellevue currently serves as the ARCH Administering Agency pursuant to a resolution of the ARCH Executive Board (No. 2010-01) and the Bellevue City Council (No. 8076);

WHEREAS, Section 12(f)(v) of the ARCH Amended and Restated Interlocal Agreement (hereinafter "ARCH Interlocal Agreement"), effective July 10, 2010, also permits the Executive Board to authorize the Administering Agency to administer ARCH housing project agreements entered into prior to the effective date of the ARCH Interlocal Agreement, upon terms consistent with the interlocal and subject to the consent of the Administering Agency and the parties to said agreements;

WHEREAS, when the Administering Agency was appointed in 2010, ARCH did not formally authorize the Administering Agency to administer ARCH housing project agreements that predate the interlocal agreement;

WHEREAS, this has resulted in a fragmented approach in the administration of ARCH housing project financing documents, whereby the Administering Agency is responsible for all agreements funded through the Housing Trust Fund (HTF) on or after July 10, 2010, while individual ARCH member cities and towns remain responsible for administering those financing agreements that predate July 10, 2010 and funded with HTF monies;

WHEREAS, this fragmentation persists despite a common funding mechanism and the centralized role of ARCH Staff, which is responsible for day-to-day monitoring of the agreements, maintains ongoing relationships with owners and operators of the affordable housing project subject to the financing documents, and works in close partnership with the Administering Agency;

WHEREAS, from time-to-time, ARCH-approved housing projects seek to refinance existing loans, secure additional funding for improvements, convey property to develop public amenities, or transfer ownership of the project, triggering the need for various amendments to the underlying financing documents;

WHEREAS, and specific to the ARCH project financing documents that predate the ARCH Interlocal Agreement, this results in certain inefficiencies, delays, and increased burdens to ARCH Staff, which is required to develop multiple versions of the same/similar amending instruments, educate the several ARCH jurisdictions that contributed funding to a project regarding the need for the amending instrument, and coordinate all necessary approvals needed for the amending instruments – often under compressed timelines;

WHEREAS, the ARCH Executive Board recently adopted Resolution 2025-01, authorizing the City of Bellevue, in its capacity as the ARCH Administering Agency, to administer the ARCH housing project finance documents executed by the individual ARCH member jurisdictions prior to the effective date of the ARCH Interlocal Agreement - provided the City of Bellevue and individual member jurisdictions consent to said administration;

WHEREAS, the City of Bellevue must adopt a resolution consenting to the administration of ARCH housing project agreements executed by the individual ARCH member jurisdictions prior to the effective date of the ARCH Interlocal Agreement – provided the individual ARCH members deliver a resolution to ARCH and the City of Bellevue, consenting to said administration;

WHEREAS, the City Council finds a more streamlined administration of ARCH project financing documents would be in the best interest of City, ARCH, and the affordable housing projects it supports; now, therefore:

THE CITY COUNCIL OF REDMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. In accordance with Section 12(f)(v) of the ARCH Amended and Restated Interlocal, the City of Redmond consents to the City of Bellevue serving as the Administering Agency for the housing project financing documents identified in Exhibit A, attached hereto and incorporated by reference, which were funded through the ARCH Housing Trust Fund and executed by the City prior to the effective date of the ARCH Interlocal Agreement.

Section 2. This consent shall be effective upon adoption of this Resolution, and the Clerk is directed to provide a copy of the same to ARCH and the City of Bellevue.

Section 3. This consent shall remain in effect unless and until the ARCH Executive Board rescinds Resolution No. 2025-01, or after the City of Bellevue or the City of Redmond provides 180 days written notice of its intent to withdraw consent to the administration, whichever is sooner. In the event of any rescission or withdrawal, the ARCH Executive Board,

the City of Bellevue, and the City of Redmond shall take all steps reasonably practicable to ensure a smooth transition of responsibilities from the Administering Agency to any successor agency, if any.

Section 4. Upon delivery of all consents to the administration described in Sections 1 and 2 above, the City of Bellevue, in its capacity as the ARCH Administering Agency, and/or ARCH Staff shall notify all owners/operators of the affordable housing projects subject to financing documents identified in Exhibit A, of the resulting change in administration.

Section 5. The City of Bellevue, in its capacity as the Administering Agency, shall administer the housing project documents identified in Exhibit A in accordance with their terms and conditions and consistent with the Administering Agency's responsibilities under the ARCH Interlocal Agreement. This authority includes, but is not limited to, negotiating and executing any amendments, consents, assignments, subordination agreements, partial releases of security instruments and other documents requested in connection with a refinancing, restructuring or modification of the financing for a housing project.

Section 6. This consent does not delegate any other legislative or administrative powers retained by the City of Redmond under the ARCH Interlocal Agreement, including, but not limited to, approval of any increased funding awards; nor does this consent delegate any legislative or administrative powers that are the sole province of the City, including, but not limited to, negotiating and conveying any interests in real property (e.g. easements) or any agreements negotiated, funded, and monitored without the aid of ARCH.

Section 7. In executing any amendment or necessary document related to the housing project agreement identified in Exhibit A, the City of Bellevue shall specify that it is acting as the Administering Agency on behalf of the City of Redmond pursuant to the ARCH Amended Interlocal Agreement.

Section 8. The City of Bellevue, in its capacity as the Administering Agency, and/or ARCH Staff shall provide all reasonable information that may be requested by the City in relation to the administration of the agreements identified in Exhibit A.

Passed by the City Council this ____ day of _____, 2025, and signed in authentication of its passage this ____ day of _____, 2025.

_____, Mayor Angela Birney

Attest:

_____, City Clerk

Exhibit A

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

JDE #	Project	Location	Owner	1st Award YR	2nd Award YR	3rd Award YR
510	Parkway	Redmond	King County Housing Authority	1993		
513	Stillwater	Redmond	Sound Behavioral Health	1993		
514	Overlake Townhomes	Bellevue	Habitat for Humanity	1993		
517	Dixie Price	Redmond	Hopelink	1994		
519	Highland Gardens	Sammamish	Imagine Housing	1995		
523	Newport Hill	Bellevue	Young Women's Christian Association	1996		
525	Avondale Park	Redmond	Hopelink	1996		
526	Hopelink Place	Bellevue	Hopelink	1996		
527	Avon Villa Mobile Home Park	Redmond	Manufactured Housing Community Preservationists	1997		
528	Patterson Park	Redmond	Habitat for Humanity	1997		
529	Kirkland Plaza	Kirkland	Imagine Housing	1997		
531	Terrace Hills	Redmond	Imagine Housing	1997		
534	Ellsworth House	Mercer Island	Imagine Housing	1999		
537	Greenbrier Senior	Woodinville	Downtown Action to Save Housing	1999		
538	Coal Creek Terrace	Newcastle	Habitat for Humanity	2000		
539	Greenbrier Family	Woodinville	Downtown Action to Save Housing	2000		
541	Village at Overlake Station	Redmond	King County Housing Authority	2000		
543	Rose Crest	Issaquah	Imagine Housing	2001		
545	Avondale Park Transitional	Redmond	Hopelink	2002		
548	Plum Court	Kirkland	Downtown Action to Save Housing	2002		
549	Chalet	Bellevue	Imagine Housing	2003		
551	CHI Adult Family Home 4	Redmond	Community Homes Inc	2003		
552	House Key Plus ARCH I	Scattered Site	Various	2003	2006	2009
553	Summerwood	Redmond	Downtown Action to Save Housing	2004		
554	Kensington Square	Bellevue	Hopelink	2004		
555	Mine Hill	Issaquah	Imagine Housing	2005		
556	Copper Lantern	Kenmore	Low Income Housing Institute	2005		
557	CHI Adult Family Home 6 Redmond	Redmond	Community Homes Inc	2006		
560	Johnson Hill	Issaquah	Imagine Housing	2006		
561	New Ground Kirkland	Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Bellevue	Imagine Housing	2008		
565	Family Village Issaquah II	Issaquah	Young Women's Christian Association	2009		
566	Francis Village	Kirkland	Imagine Housing	2009		
567	FFC Community Housing V	Kirkland	Foundation for the Challenged	2009		

Memo

To:

Town of Beaux Arts Village Council Members
City of Bothell Council Members
City of Clyde Hill Council Members
Town of Hunts Point Council Members
City of Issaquah Council Members
City of Kenmore Council Members
City of Kirkland Council Members

City of Medina Council Members
City of Mercer Island Council Members
City of Newcastle Council Members
City of Redmond Council Members
City of Sammamish Council Members
City of Woodinville Council Members
Town of Yarrow Point Council Members

From: Nathan McCommon, Chair, ARCH Executive Board

Date: December 18, 2025

Re: Administering Agency Delegation for Pre-2010 Contracts

Background

Prior to 2010, ARCH member cities and towns individually managed certain administrative responsibilities for contracts awarded funding through the ARCH Housing Trust Fund. Following approval of an Amended and Restated Interlocal Agreement in 2010, Bellevue assumed the role of Administering Agency for ARCH, providing centralized oversight and management of new contracts on behalf of all members. Since then, ARCH has coordinated execution of approved contracts awarding members' funds through Bellevue, which executes such agreements on behalf of the members of ARCH.

The delegation of post-2010 HTF financing agreements to Bellevue, but not the agreements prior to that date, has resulted in a fragmented approach in the administration of ARCH housing project financing documents, whereby the Administering Agency is responsible for all agreements funded through the Housing Trust Fund (HTF) on or after July 10, 2010, while individual ARCH member cities and towns remain responsible for administering those financing agreements that predate July 10, 2010.

Legacy contracts initiated prior to the amendment still require administrative actions by individual member city staff, creating inefficiencies and duplicative work. There are a total of sixty-three (63) projects financed by ARCH member cities prior to the ILA Amendment.

The ARCH Amended and Restated Interlocal Agreement, effective July 10, 2010, permits the Executive Board to authorize the Administering Agency to administer ARCH housing project

agreements entered into prior to the effective date of the ARCH Interlocal Agreement, according to terms consistent with the interlocal and subject to the consent of the Administering Agency and the parties to said agreements.

To accomplish this, ARCH worked with the Bellevue City Attorney's Office to draft a resolution for the ARCH Executive Board to formally delegate to Bellevue the authority to carry out administrative actions for contracts initiated prior to 2010. This delegation will:

- Simplify processes by consolidating administrative responsibilities under Bellevue.
- Streamline contract management for legacy agreements.
- Save staff time for ARCH member cities by eliminating administrative tasks on routine agreement modifications.
- Ensure consistency in how contracts are managed across ARCH.

The specific authority delegated to the Administrative Agency includes, but is not limited to, negotiating and executing any assignments, subordination agreements, and partial releases of security instruments.

The Executive Board approved the delegation through Resolution 2025-01 authorizing ARCH's Administering Agency (City of Bellevue) to administer Housing Trust Fund agreements approved prior to the Administering Agency's appointment in 2010. Resolution 2025-01 included attachments outlining each member city/town's specific projects to be delegated to Bellevue for administration. These member city/town's specific projects will be referenced in each members' resolution.

Recommendation

ARCH member cities and towns should adopt a resolution to delegate the administrative duties to Bellevue for the ARCH HTF financing agreements that pre-date the 2010 ILA Amendment.

Attachments

- 1) ARCH Resolution 2025-01

Attachment 1

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ARCH Resolution 2025-01

A RESOLUTION authorizing the City of Bellevue, as Administering Agency, to administer certain housing project agreements executed by individual ARCH member jurisdictions prior to the effective date of the ARCH Amended and Restated Interlocal Agreement.

WHEREAS, Section 12(f)(v) of the ARCH Amended and Restated Interlocal Agreement (hereinafter "ARCH Interlocal Agreement"), effective July 10, 2010, permits the Executive Board to authorize the Administering Agency to administer ARCH housing project agreements entered into prior to the effective date of the ARCH Interlocal Agreement, upon terms consistent with the interlocal and subject to the consent of the Administering Agency and the parties to said agreements;

WHEREAS, the ARCH Executive Board has not formally authorized the Administering Agency to administer ARCH housing project agreements that predate the interlocal agreement;

WHEREAS, this has resulted in a fragmented approach in the administration of ARCH housing project financing documents, whereby the Administering Agency is responsible for all agreements funded through the Housing Trust Fund (HTF) on or after July 10, 2010, while individual ARCH member cities and towns remain responsible for administering those financing agreements that predate July 10, 2010 and funded with HTF monies;

WHEREAS, this fragmentation persists despite a common funding mechanism and the centralized role of ARCH Staff, which is responsible for day-to-day monitoring of the agreements, maintains ongoing relationships with owners and operators of the affordable housing project subject to the financing documents, and works in close partnership with the Administering Agency;

WHEREAS, from time-to-time, ARCH-approved housing projects seek to refinance existing loans, secure additional funding for improvements, convey property to develop public amenities, or transfer ownership of the project, triggering the need for various amendments to the underlying financing documents;

WHEREAS, and specific to the ARCH project financing documents that predate the ARCH Interlocal Agreement, this results in certain inefficiencies, delays, and increased burdens to ARCH Staff, which is required to develop multiple versions of the same/similar amending instruments, educate the several ARCH jurisdictions that contributed funding to a project regarding the need for the amending instrument, and coordinate all necessary approvals needed for the amending instruments – often under compressed timelines;

WHEREAS, at the request of ARCH Staff and the ARCH member jurisdictions, the Executive Board finds a more streamlined administration of project financing documents would be in the best interest of ARCH members, staff, and supported affordable housing project; and

WHEREAS, the City of Bellevue is willing to administer the Housing Trust Fund project agreements that predate the ARCH Interlocal Agreement, as described herein, contingent upon the approval of the Bellevue City Council and the governing bodies of the individual ARCH member cities and towns.

NOW, THEREFORE, THE ARCH EXECUTIVE BOARD DOES RESOLVE AS FOLLOWS:

Section 1. In accordance with Section 12(f)(v) of the ARCH Amended and Restated Interlocal Agreement, the City of Bellevue, as the previously appointed Administering Agency, is further authorized to administer the housing project financing documents, specifically identified in Attachment A, attached hereto and incorporated by reference, which were previously funded via the Housing Trust Fund Account and executed by ARCH member jurisdictions prior to the effective date of the ARCH Interlocal Agreement.

Section 2. This authorization shall be effective upon written confirmation by the City of Bellevue and the individual ARCH member jurisdictions that were party to the agreements identified in Attachment A, consenting to the administration described in Section 1.

Section 3. This authorization shall remain in effect unless and until rescinded by majority vote of the Executive Board, or after the City of Bellevue or the individual ARCH member provides 180 days written notice of its intent to withdraw consent to the administration, whichever is sooner. In the event of any rescission or withdrawal, the Executive Board, the Administering Agency, and the individual ARCH member shall take all steps reasonably practicable to ensure a smooth transition of responsibilities from the Administering Agency to any successor agency, if any.

Section 4. Upon delivery of all consents to the administration described in Sections 1 and 2 above, the City of Bellevue, in its capacity as the ARCH Administering Agency, and/or ARCH Staff shall notify all owners/operators of the affordable housing projects subject to financing documents identified in Attachment A, of the resulting change in administration.

Section 5. The City of Bellevue, in its capacity as the Administering Agency, shall administer the housing project documents identified in Attachment A in accordance with their terms and conditions and consistent with the Administering Agency's responsibilities under the ARCH Interlocal Agreement. This authority includes, but is not limited to, negotiating and executing any amendments, consents, assignments, subordination agreements, partial releases of security instruments and other documents requested in

connection with a refinancing, restructuring or modification of the financing for a housing project.

Section 6. This authorization does not authorize the City of Bellevue, in its capacity as the Administering Agency, to assume any other legislative or administrative powers to be retained by the individual ARCH member jurisdiction consistent with the ARCH Interlocal Agreement, including but not limited to, approval of any increased funding awards; nor does it otherwise delegate any legislative or administrative powers that are the sole province of the individual ARCH member jurisdiction, including but not limited to, negotiating and conveying any interests in real property (e.g. easements) or any agreements negotiated, funded, and monitored without the aid of ARCH.

Section 7. In executing any amendment or necessary document related to the housing project agreements as identified in Attachment A, the City of Bellevue shall specify that it is acting as the Administering Agency on behalf of the individual ARCH member jurisdiction pursuant to the ARCH Interlocal Agreement.

Section 8. The City of Bellevue, in its capacity as Administering Agency, and/or ARCH Staff shall provide all reasonable information that may be requested by the individual ARCH member jurisdiction in relation to the administration of the agreements identified in Attachment A.

APPROVED BY VOTE OF THE EXECUTIVE BOARD this 11th day of December, 2025.

By: 
Chair of ARCH Executive Board

Attachment A

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Exhibit A1 - Beaux Arts Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
556	Copper Lantern	Low Income Housing Institute	2005		
560	Johnson Hill	Imagine Housing	2006		
563	Andrew's Glen	Imagine Housing	2008		
566	Francis Village	Imagine Housing	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A2 - Bellevue Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
504	Pacific Inn	Pacific Inn Partners	1996		
505	Ashwood Court - Loan	Downtown Action to Save Housing	1996		
507	Andrews Heights	Imagine Housing	1993		
508	Cambridge Court	Resurrection Housing Foundation	1993		
509	My Friend's Place I	LifeWire	1993		
511	Crestline	Shelter Resources Inc	1993		
512	Garden Grove	Downtown Action to Save Housing	1993		
513	Stillwater	Sound Behavioral Health	1993		
514	Overlake Townhomes	Habitat for Humanity	1993		
515	UCP Group Homes	United Cerebral Palsy	1993		
516	Vasa Creek	Shelter Resources Inc	1994		
518	Glendale	Downtown Action to Save Housing	1994		
519	Highland Gardens	Imagine Housing	1995		
520	Inclusion Group Home	Alpha Supported Living Services	1995		
521	Wildwood Court	Downtown Action to Save Housing	1995		
523	Newport Hill	Young Women's Christian Association	1996		
524	AIDS Housing	King County Housing Authority	1996		
526	Hopelink Place	Hopelink	1996		
527	Avon Villa Mobile Home Park	Manufactured Housing Community Preservationists	1997		
529	Kirkland Plaza	Imagine Housing	1997		
530	Harrington House	Catholic Housing Services	1997		
531	Terrace Hills	Imagine Housing	1997		
532	CHI Adult Family Home	Community Homes Inc	1998		
533	Fountain House	Alpha Supported Living Services	1998		
534	Ellsworth House	Imagine Housing	1999		
535	Somerset Gardens	King County Housing Authority	1999		
536	Parkview Homes III	Parkview Services	1999		
540	Evergreen Court	Downtown Action to Save Housing	2000		
542	Eastwood Square	King County Housing Authority	2001		
543	Rose Crest	Imagine Housing	2001		
545	Avondale Park Transitional	Hopelink	2002		
547	Parkview Homes VI	Parkview Services	2002		
548	Plum Court	Downtown Action to Save Housing	2002		
549	Chalet	Imagine Housing	2003		
550	Lauren Heights	Imagine Housing	2003	2004	
551	CHI Adult Family Home 4	Community Homes Inc	2003		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
554	Kensington Square	Hopelink	2004		
555	Mine Hill	Imagine Housing	2005		
557	CHI Adult Family Home 6 Redmond	Community Homes Inc	2006		
558	CHI Adult Family Home 5 Bothell	Community Homes Inc	2006		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
564	Family Village Issaquah I	Young Women's Christian Association	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		
567	FFC Community Housing V	Foundation for the Challenged	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A3 - Bothell Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
509	My Friend's Place I	LifeWire	1993		
523	Newport Hill	Young Women's Christian Association	1996		
531	Terrace Hills	Imagine Housing	1997		
532	CHI Adult Family Home	Community Homes Inc	1998		
543	Rose Crest	Imagine Housing	2001		
545	Avondale Park Transitional	Hopelink	2002		
550	Lauren Heights	Imagine Housing *	2003	2004	
553	Summerwood	Downtown Action to Save Housing	2004		
556	Copper Lantern	Low Income Housing Institute	2005		
560	Johnson Hill	Imagine Housing	2006		
563	Andrew's Glen	Imagine Housing	2008		
566	Francis Village	Imagine Housing	2009		
900	Peabody Oxford House	Compass Housing Alliance	2000		
902	Riverside Landing	Shelter Resources Inc	1995		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A4 - Clyde Hill Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
541	Village at Overlake Station	King County Housing Authority	2000		
543	Rose Crest	Imagine Housing	2001		
546	Petter Court	Hopelink	2001		
548	Plum Court	Downtown Action to Save Housing	2002		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
555	Mine Hill	Imagine Housing	2005		
556	Copper Lantern	Low Income Housing Institute	2005		
557	CHI Adult Family Home 6 Redmond	Community Homes Inc	2006		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A5 - Hunts Point Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
556	Copper Lantern	Low Income Housing Institute	2005		
557	CHI Adult Family Home 6 Redmond	Community Homes Inc	2006		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A6 - Issaquah Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
509	My Friend's Place I	LifeWire	1993		
523	Newport Hill	Young Women's Christian Association	1996		
526	Hopelink Place	Hopelink	1996		
531	Terrace Hills	Imagine Housing	1997		
533	Fountain House	Alpha Supported Living Services	1998		
536	Parkview Homes III	Parkview Services	1999		
538	Coal Creek Terrace	Habitat for Humanity	2000		
543	Rose Crest	Imagine Housing	2001		
545	Avondale Park Transitional	Hopelink	2002		
548	Plum Court	Downtown Action to Save Housing	2002		
550	Lauren Heights	Imagine Housing	2003	2004	
552	House Key Plus ARCH I	Various	2003	2006	2009
555	Mine Hill	Imagine Housing	2005		
556	Copper Lantern	Low Income Housing Institute	2005		
560	Johnson Hill	Imagine Housing	2006		
562	Magnolia Village	Habitat for Humanity	2007		
563	Andrew's Glen	Imagine Housing	2008		
564	Family Village Issaquah I	Young Women's Christian Association	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		
567	FFC Community Housing V	Foundation for the Challenged	2009		
900	Peabody Oxford House	Compass Housing Alliance	2000		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A7 - Kenmore Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
548	Plum Court	Downtown Action to Save Housing	2002		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
556	Copper Lantern	Low Income Housing Institute	2005		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
566	Francis Village	Imagine Housing	2009		
567	FFC Community Housing V	Foundation for the Challenged	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A8 - Kirkland Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
509	My Friend's Place I	LifeWire	1993		
513	Stillwater	Sound Behavioral Health	1993		
514	Overlake Townhomes	Habitat for Humanity	1993		
518	Glendale	Downtown Action to Save Housing	1994		
519	Highland Gardens	Imagine Housing	1995		
523	Newport Hill	Young Women's Christian Association	1996		
524	AIDS Housing	King County Housing Authority	1996		
526	Hopelink Place	Hopelink	1996		
527	Avon Villa Mobile Home Park	Manufactured Housing Community Preservationists	1997		
529	Kirkland Plaza	Imagine Housing	1997		
531	Terrace Hills	Imagine Housing	1997		
534	Ellsworth House	Imagine Housing	1999		
536	Parkview Homes III	Parkview Services	1999		
537	Greenbrier Senior	Downtown Action to Save Housing	1999		
539	Greenbrier Family	Downtown Action to Save Housing	2000		
541	Village at Overlake Station	King County Housing Authority	2000		
543	Rose Crest	Imagine Housing	2001		
545	Avondale Park Transitional	Hopelink	2002		
546	Petter Court	Hopelink	2001		
547	Parkview Homes VI	Parkview Services	2002		
548	Plum Court	Downtown Action to Save Housing	2002		
550	Lauren Heights	Imagine Housing	2003	2004	
551	CHI Adult Family Home 4	Community Homes Inc	2003		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
554	Kensington Square	Hopelink	2004		
555	Mine Hill	Imagine Housing	2005		
556	Copper Lantern	Low Income Housing Institute	2005		
557	CHI Adult Family Home 6 Redmond	Community Homes Inc	2006		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
564	Family Village Issaquah I	Young Women's Christian Association	2008		
566	Francis Village	Imagine Housing	2009		
567	PFC Community Housing V	Foundation for the Challenged	2009		
902	Riverside Landing	Shelter Resources Inc	1995		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A9 - Medina Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
538	Coal Creek Terrace	Habitat for Humanity	2000		
543	Rose Crest	Imagine Housing	2001		
546	Petter Court	Hopelink	2001		
548	Plum Court	Downtown Action to Save Housing	2002		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
555	Mine Hill	Imagine Housing	2005		
557	CHI Adult Family Home 6 Redmond	Community Homes Inc	2006		
561	New Ground Kirkland	Friends of Youth	2007		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A10 - Mercer Island Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
518	Glendale	Downtown Action to Save Housing	1994		
519	Highland Gardens	Imagine Housing	1995		
523	Newport Hill	Young Women's Christian Association	1996		
527	Avon Villa Mobile Home Park	Manufactured Housing Community Preservationists	1997		
531	Terrace Hills	Imagine Housing	1997		
534	Ellsworth House	Imagine Housing	1999		
536	Parkview Homes III	Parkview Services	1999		
538	Coal Creek Terrace	Habitat for Humanity	2000		
543	Rose Crest	Imagine Housing	2001		
545	Avondale Park Transitional	Hopelink	2002		
548	Plum Court	Downtown Action to Save Housing	2002		
550	Lauren Heights	Imagine Housing	2003	2004	
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
555	Mine Hill	Imagine Housing	2005		
556	Copper Lantern	Low Income Housing Institute	2005		
557	CHI Adult Family Home 6 Redmond	Community Homes Inc	2006		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		
900	Peabody Oxford House	Compass Housing Alliance	2000		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A11 - Newcastle Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
534	Ellsworth House	Imagine Housing	1999		
538	Coal Creek Terrace	Habitat for Humanity	2000		
543	Rose Crest	Imagine Housing	2001		
548	Plum Court	Downtown Action to Save Housing	2002		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
555	Mine Hill	Imagine Housing	2005		
556	Copper Lantern	Low Income Housing Institute	2005		
557	CHI Adult Family Home @ Redmond	Community Homes Inc	2006		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
562	Magnolia Village	Habitat for Humanity	2007		
563	Andrew's Glen	Imagine Housing	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A12 - Redmond Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
510	Parkway	King County Housing Authority	1993		
513	Stillwater	Sound Behavioral Health	1993		
514	Overlake Townhomes	Habitat for Humanity	1993		
517	Dixie Price	Hopelink	1994		
519	Highland Gardens	Imagine Housing	1995		
523	Newport Hill	Young Women's Christian Association	1996		
525	Avondale Park	Hopelink	1996		
526	Hopelink Place	Hopelink	1996		
527	Avon Villa Mobile Home Park	Manufactured Housing Community Preservationists	1997		
528	Patterson Park	Habitat for Humanity	1997		
529	Kirkland Plaza	Imagine Housing	1997		
531	Terrace Hills	Imagine Housing	1997		
534	Ellsworth House	Imagine Housing	1999		
537	Greenbrier Senior	Downtown Action to Save Housing	1999		
538	Coal Creek Terrace	Habitat for Humanity	2000		
539	Greenbrier Family	Downtown Action to Save Housing	2000		
541	Village at Overlake Station	King County Housing Authority	2000		
543	Rose Crest	Imagine Housing	2001		
545	Avondale Park Transitional	Hopelink	2002		
548	Plum Court	Downtown Action to Save Housing	2002		
549	Chalet	Imagine Housing	2003		
551	CHI Adult Family Home 4	Community Homes Inc	2003		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
554	Kensington Square	Hopelink	2004		
555	Mine Hill	Imagine Housing	2005		
556	Copper Lantern	Low Income Housing Institute	2005		
557	CHI Adult Family Home 6 Redmond	Community Homes Inc	2006		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		
567	FFC Community Housing V	Foundation for the Challenged	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A13 - Sammamish Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
556	Copper Lantern	Low Income Housing Institute	2005		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
562	Magnolia Village	Habitat for Humanity	2007		
563	Andrew's Glen	Imagine Housing	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A14 - Woodinville Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
537	Greenbrier Senior	Downtown Action to Save Housing	1999		
538	Coal Creek Terrace	Habitat for Humanity	2000		
539	Greenbrier Family	Downtown Action to Save Housing	2000		
543	Rose Crest	Imagine Housing	2001		
546	Petter Court	Hopelink	2001		
548	Plum Court	Downtown Action to Save Housing	2002		
552	House Key Plus ARCH I	Various	2003	2006	2009
553	Summerwood	Downtown Action to Save Housing	2004		
556	Copper Lantern	Low Income Housing Institute	2005		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
566	Francis Village	Imagine Housing	2009		
567	FFC Community Housing V	Foundation for the Challenged	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Exhibit A15 - Yarrow Point Awarded Projects

JDE#	Project	Owner	1st Award YR	2nd Award YR	3rd Award YR
538	Coal Creek Terrace	Habitat for Humanity	2000		
546	Petter Court	Hopelink	2001		
556	Copper Lantern	Low Income Housing Institute	2005		
560	Johnson Hill	Imagine Housing	2006		
561	New Ground Kirkland	Friends of Youth	2007		
563	Andrew's Glen	Imagine Housing	2008		
565	Family Village Issaquah II	Young Women's Christian Association	2009		
566	Francis Village	Imagine Housing	2009		

The JDE # is the number assigned to each ARCH supported project in Bellevue's enterprise accounting system. Per the Resolution, the ARCH member authorizes Bellevue to administer all housing project financing documents filed under said file number.

Attachment B

[Form of Acceptance and Agreement]

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Consent and Agreement

Pursuant to Section 12(f)(v) of the ARCH Amended and Restated Interlocal Agreement, and as authorized by the ARCH Executive Board and the Bellevue City Council, the City of Bellevue hereby consents and agrees to administer the ARCH housing project agreements executed prior to the effective date of the interlocal agreement, on behalf of the consenting ARCH member jurisdictions, as identified in Attachment A to ARCH Resolution No. 2025- 01.

The City shall administer these ARCH housing project agreements in accordance with the terms and conditions of the ARCH Interlocal Agreement and the ARCH Executive Board Resolution No. 2025-01. This authorization includes the authority to negotiate and execute amendments to said agreements, including but not limited to amendments, consents, assignments, subordinations, partial releases of security instruments, and other documents requested in connection with a refinancing, restructuring or modification of the financing for a housing project.

Nothing in this authorization shall be construed to limit or modify the City's continuing responsibilities as the Administering Agency for ARCH as previously appointed under ARCH Resolution No. 2010-01.

The City shall continue to administer the housing project agreements that predate the interlocal agreement, as identified herein, unless and until such authorization is rescinded or other requisite consent is withdrawn in accordance with the Section 3 of ARCH Resolution No. 2025-01.

By: _____
Bellevue City Manager

Date: _____

Approved as to form:

City of Bellevue – Assistant City Attorney

Commitments from the \$10 Million Affordable Housing Development CIP Fund

Project	Project Description	Committed	Paid
Overlake Transit Oriented Development - Bellwether Housing	The project will provide 333 homes for low- to moderate-income households (30-80% AMI), including set-asides and services specific to people living with physical, intellectual, and developmental disabilities (IDD), and much-needed two- and three-bedroom family-sized units, achieving an average of 50% AMI across the site. The project is located on Sound Transit surplus property. (Original Commitment)	\$ 1,500,000	\$ -
Overlake Transit Oriented Development - Bellwether Housing	The project will provide 333 homes for low- to moderate-income households (30-80% AMI), including set-asides and services specific to people living with physical, intellectual, and developmental disabilities (IDD), and much-needed two- and three-bedroom family-sized units, achieving an average of 50% AMI across the site. The project is located on Sound Transit surplus property. (Additional Commitment, August 2025)	\$ 1,000,000	\$ 1,000,000
Emma McRedmond Manor Rehabilitation – Catholic Housing Services	Emma McRedmond Manor is an existing three-story senior housing project with 32 apartments located in downtown Redmond. Built in 1988, the building is nearly 35 years old and has yet to be substantially rehabilitated, other than re-cladding and window replacement performed in 2010. The proposed project will involve a substantial renovation to improve the building's energy efficiency and extend the remaining useful life of the structure by approximately 20 years. The scope of work consists of upgrades to the building exterior, building systems (plumbing and mechanical), common areas, units, and landscaping/site work. In addition, the project will convert one manager's unit to an affordable unit, resulting in 32 1BR units affordable at 50% AMI, of which 31 will receive Section 8 Project-Based Rental Assistance through July 2032. (ARCH Housing Trust Fund Project)	\$ 600,000	\$ 600,000
Cleveland Permanent Supportive Housing – Plymouth Housing	The proposed project is the new construction of 100 affordable housing units. All of the units will serve formerly homeless residents earning up to 30% of area median income. The project will be located on a city-owned site at 16725 Cleveland Street in Downtown Redmond with good proximity to amenities and transportation. The project location adjacent to the Downtown Redmond Light Rail Station is ideal for a building that serves single individuals, many of whom will be seniors, veterans, and people living with disabilities.	\$ 3,200,000	\$ 3,200,000

Commitments from the \$10 Million Affordable Housing Development CIP Fund

Project	Project Description	Committed	Paid
Polaris and Horizon Affordable Housing at the Together Center	<p>This project consists of 280 units, all of which are affordable. Two hundred of the units are workforce housing for households earning 60% AMI or less. Of the 200 units, 20% are set aside for large families. The remaining 80 units are very low-income housing for households earning 30-50% AMI or less. Of the 80 units, 75% are set aside for individuals and families exiting homelessness. The construction of the project has been completed and the eligible Connecting Housing to Infrastructure Program (CHIP) expenses have been invoiced by King County Wastewater. The project has experienced significant cost overruns during construction due to the concrete strike that occurred in early 2022. This caused substantial schedule delays and added costs for materials and labor. When the projects financing closed it had a construction loan interest reserve that had been completely used due to the increased interest rates over the last year. The project is incurring \$300,000 a month in interest expenses, which needs to be paid through loan conversion expected in April 2024. These expenses have depleted project interest reserves and reduced funds available for other budgeted items in order to continue to pay the monthly interest expense. One of those items is the King County Wastewater expense (\$871,876). The City submitted for CHIP funds to provide needed resources to make the project solvent to complete the final loan conversion. The project was awarded half of the eligible CHIP expenses, and the City has committed to pay the balance.</p>	\$ 435,938	\$ 435,938
Polaris and Horizon Affordable Housing at the Together Center	Polaris Repayment to City	\$ (280,729)	

Commitments from the \$10 Million Affordable Housing Development CIP Fund

Project	Project Description	Committed	Paid
Family Village in Redmond – YWCA	YWCA Family Village Redmond (FVR) project was built in 1993 and is a single, four-story building with 20 two-bedroom and three-bedroom units of permanent supportive housing. FVR's target population is homeless and chronically homeless families with children under the age of 18 and income at or below 30% AMI. Residents receive individual case management services and referrals to a variety of other resources. The property is located in downtown Redmond, near schools, grocery stores, transit including the new light rail line, and employment opportunities. The goal of the proposed funding is to ensure the long-term preservation of the housing, including addressing existing water intrusion, and enhancing safety and livability through replacement and repair of the exterior and elevator modernization. All work is expected to be completed with residents continuing to occupy their units. ARCH has not previously funded this property. ARCH and City funding will enable the project to be highly competitive for State and County preservation funding rounds expected to be released in early 2026.	\$ 350,000	\$ -

\$ 6,805,209 \$ 5,235,938

Total Budgeted \$ 10,000,000
Total Committed \$ 6,805,209
Unallocated Balance \$ 3,194,791



Memorandum

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-021

Type: Committee Memo

TO: Committee of the Whole - Public Safety and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
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DEPARTMENT STAFF:

Planning and Community Development	Seraphie Allen	Deputy Director
Planning and Community Development	Brooke Buckingham	Human Services Manager
Planning and Community Development	Jeff Churchill	Long Range Planning Manager
Planning and Community Development	Ian Lefcourte	Principal Planner

TITLE:

Housing and Human Services Overview: Build More Housing Faster (Presentation 2 of 4)

OVERVIEW STATEMENT:

Staff will provide an overview of planning policies and actions supporting the City's efforts to accelerate housing development. Staff will examine the broader forces shaping the regional housing landscape and emphasize that building more housing, faster, requires collaboration among many actors beyond City policies and regulations.

This is part two of a four-part civic education presentation series on Housing and Human Services.

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

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Community Strategic Plan, Comprehensive Plan Housing Element, Comprehensive Plan Human Services Element, Housing Action Plan, Human Services Strategic Plan
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-021

Type: Committee Memo

By providing a deeper analysis of gaps, challenges, and opportunities in area of housing, staff seek to engage Council and solicit their ideas to inform future plans and budget proposals.

OUTCOMES:

A continued focus on responding to existing and emerging housing needs in a dynamic environment.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

N/A

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

Budget Offer Number:

0000307 - Housing and Human Services

Budget Priority:

Vibrant and Connected

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

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-021

Type: Committee Memo

11/18/2025	Committee of the Whole - Public Safety and Human Services	Provide Direction
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Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
3/17/2026	Committee of the Whole - Public Safety and Human Services	Receive Information
6/16/2026	Committee of the Whole - Public Safety and Human Services	Receive Information

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

Attachment A: 2026 Housing and Human Services Council Presentation (2 of 4) - Build More Housing Faster

Housing and Human Services

Part 2 of 4

Build More Housing Faster

January 20, 2026

Ian Lefcourte, AICP, Principal Planner



Tonight's Conversation

Build More Housing Faster.

Main Topics

1. Housing Demand
2. Housing Supply
3. Development Process
4. Area Median Income
5. Affordable Housing
6. Council's Role

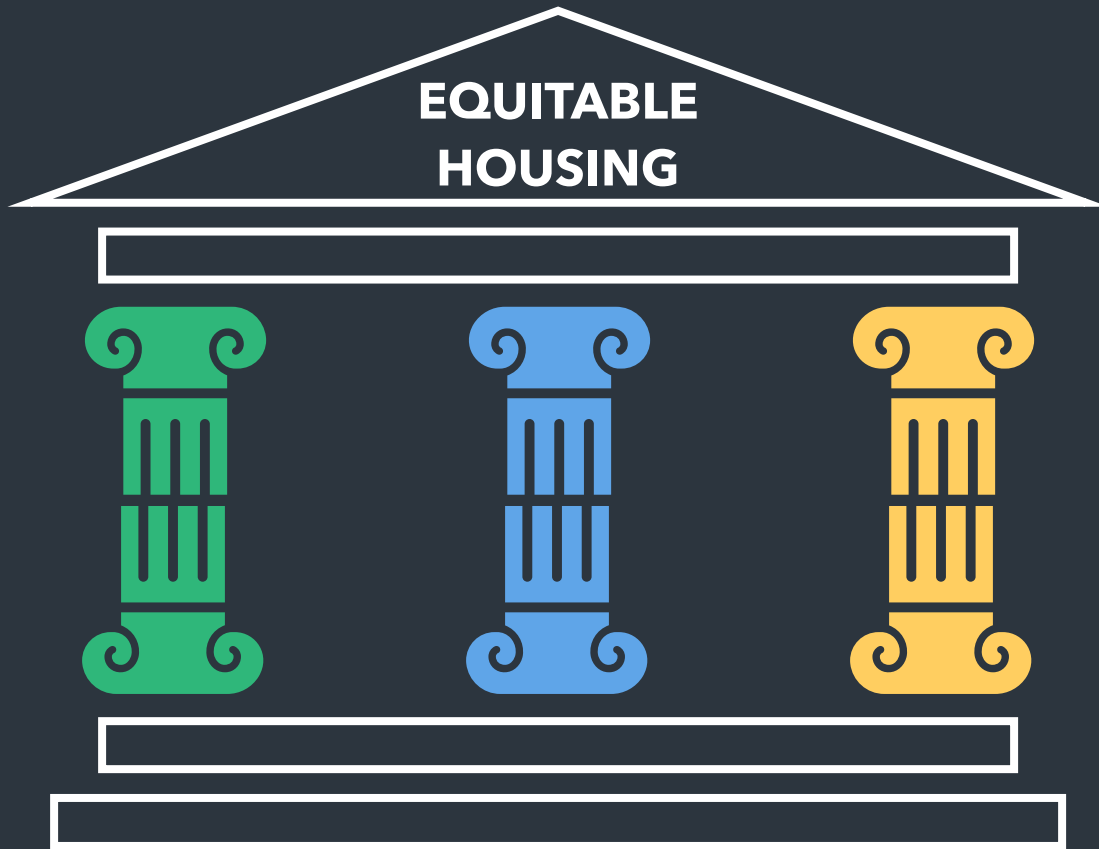
Key Lesson: The City does not build homes. The City sets the stage to build homes through policies, resources, and systems.



Together Center, located in City of Redmond

Housing Framework

Building a strong foundation to support housing for all.



Build More Housing Faster

Support faster delivery of more housing to increase supply and variety.

Get People Housed

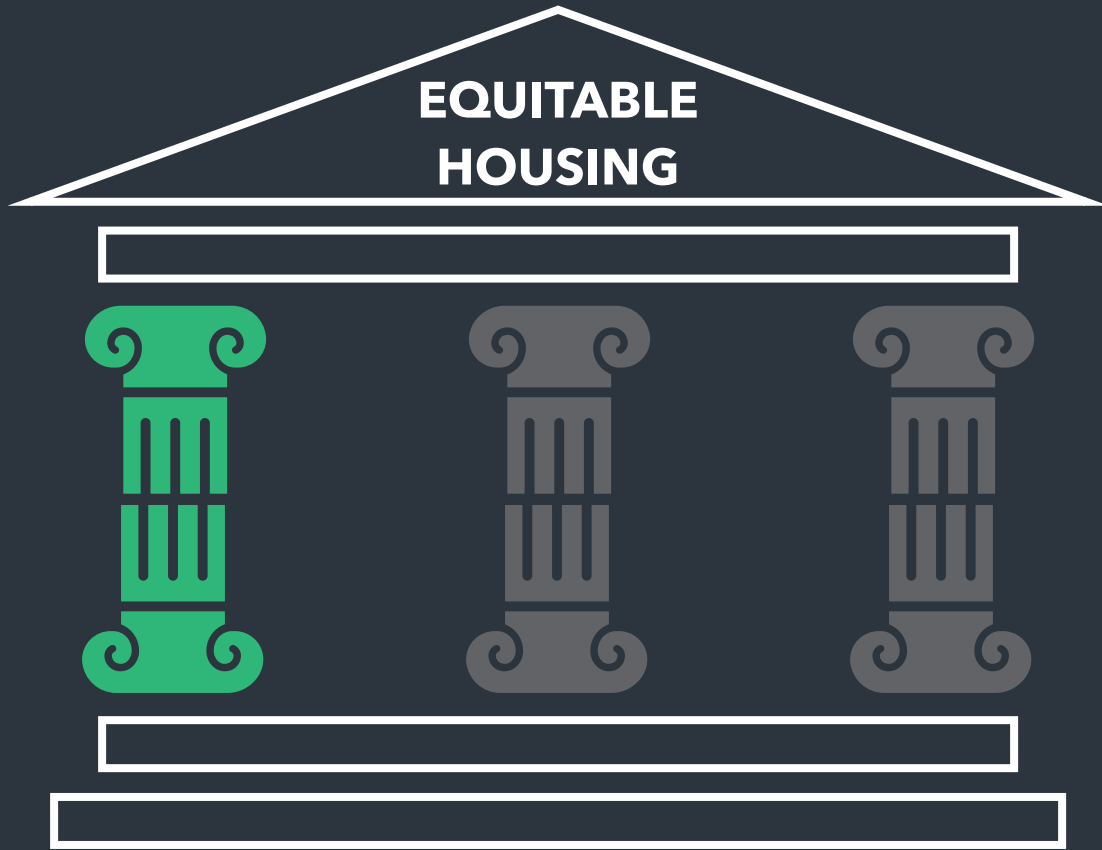
Address and provide a comprehensive response to homelessness.

Keep People Housed

Improve housing stability for those at risk of losing their housing.

Housing Framework

Today: Build More Housing Faster



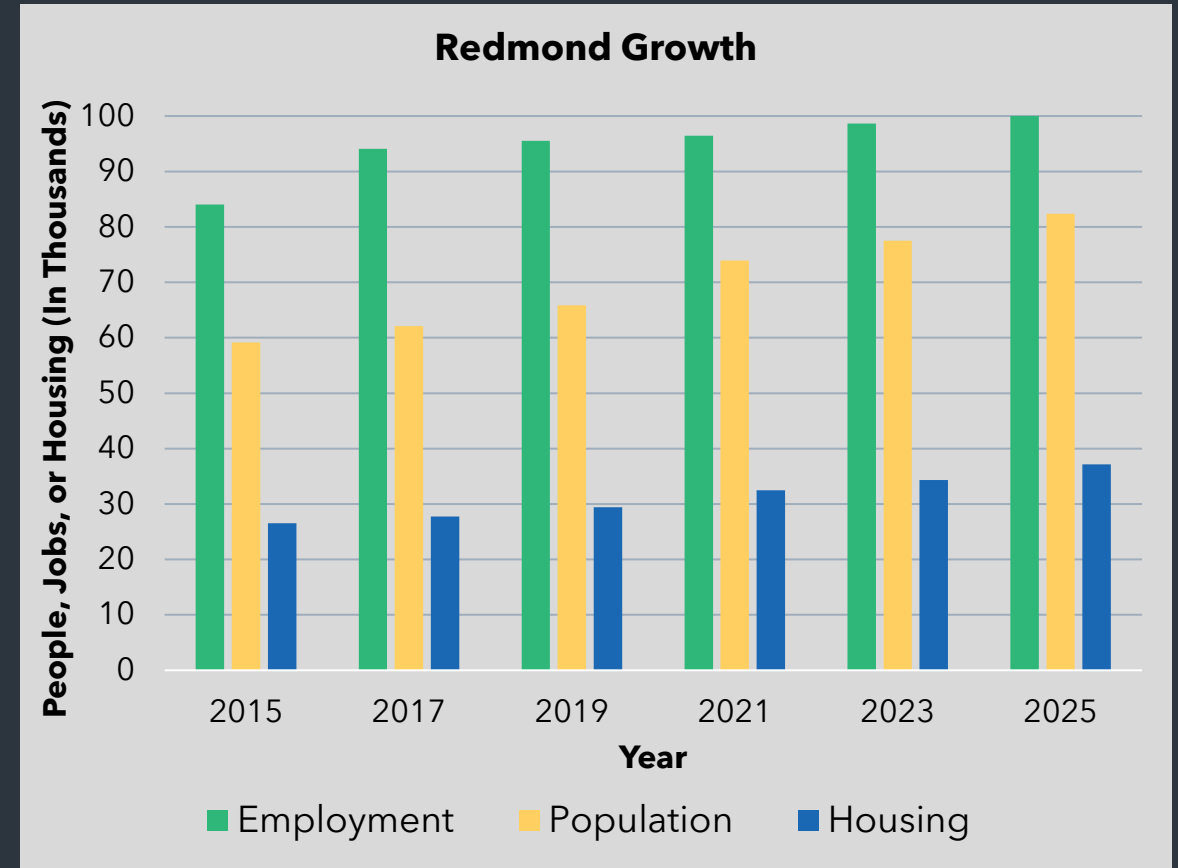
Build More Housing Faster

Support faster delivery of more housing to increase supply and variety.

Housing Demand

Population drives demand for housing.

- Population is largely driven by employment.
 - People come for jobs (and quality of life).
 - Income -> purchasing power -> housing prices.
- Household size also impacts demand.
 - Different household sizes want different housing.
- Other factors include quality of life and plentiful amenities.
 - People want to live where it's nice.



Source: WA OFM and PSRC

Housing Demand

We mostly need homes for 0 - 50% AMI households.

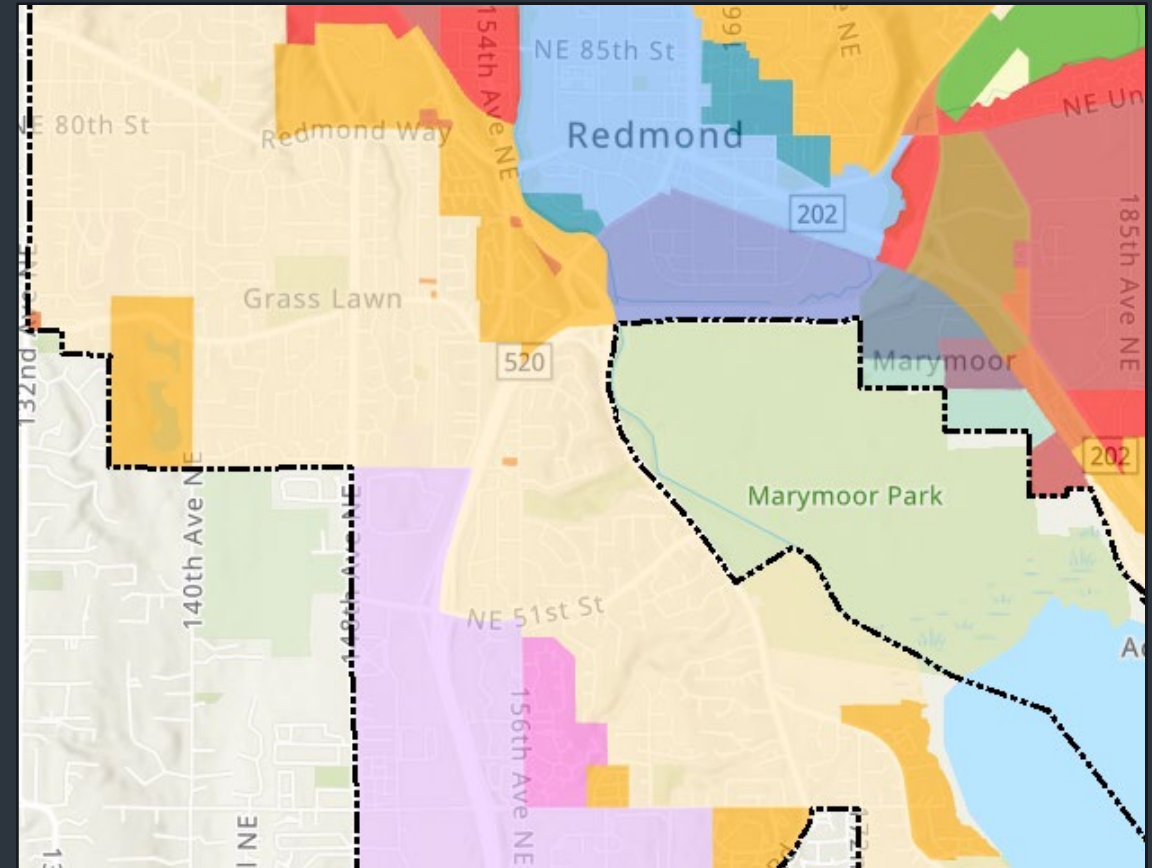
	Total Units	≤30% AMI		AMI	AMI	AMI	AMI	AMI
		Non-PSH	PSH	>30 - ≤50%	>50 - ≤80%	>80 - ≤100%	>100 - ≤120%	>120%
Baseline Housing Supply: 2019	31,739	753	58	1,404	2,184	9,270	4,839	13,231
KC CPP Net New Housing Needed: 2019-2044	20,000	7,025	3,694	3,870	2,765	348	394	1,904
KC CPP Total Future Housing Needed: 2044	51,739	7,778	3,752	5,274	4,949	9,618	5,233	15,135
Extrapolated KC CPP Net New Housing Needed: 2019-2050	24,800	8,711	4,581	4,799	3,429	432	489	2,361
Extrapolated KC CPP Total Future Housing Needed: 2050	56,539	9,464	4,639	6,203	5,613	9,702	5,328	15,592

73% of net new housing at 50% AMI or below (18,090 units)

Housing Supply

Development capacity is regulated.

- Two capacity factors:
 - How much land exists?
 - How much housing is allowed on that land?
- Jurisdictions regulate development capacity for land.
- Redmond 2050 **increased development capacity** to support achieving estimated housing demand.



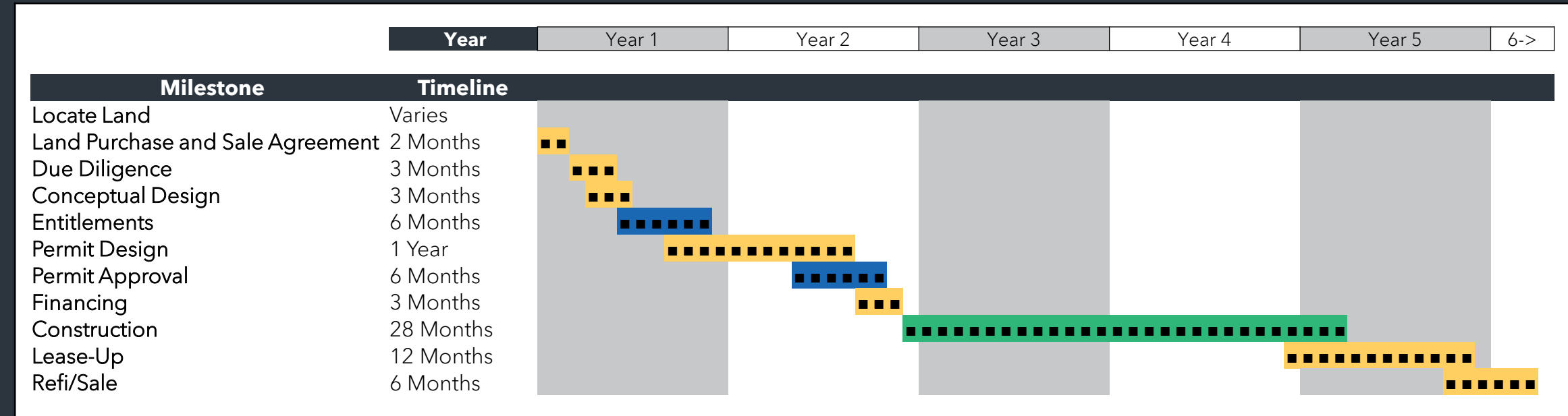
Redmond Zoning Map

Housing Supply

Many factors impact development financial feasibility.

- 1. Land Cost and Site Conditions**
- 2. Zoning, Entitlements, and Regulations**
- 3. Market Demand**
- 4. Revenue Potential (Rents, Prices, NOI)**
- 5. Construction Costs**
- 6. Financing Costs and Availability**
- 7. Return Expectations and Exit Strategy**
- 8. And More!**

Development takes multiple years.



Area Median Income (AMI)

% AMI is an industry standard metric to gauge affordability.

- AMI = the midpoint of a specific area's income distribution.
 - Half earns **less** than AMI.
 - Half earns **more** than AMI.
- ARCH calculates AMI for different household sizes.
- Level of affordability for cost-controlled housing is usually expressed as a percentage of the Area Median Income.
 - E.g., "50% AMI units" are cost-controlled units **affordable** to households earning no more than 50 percent of AMI.

2025 King County Area
Median Income

\$157,100



(Household of Four)

Affordable Housing

Affordable Housing has several meanings.

- Housing is “affordable” when a household pays no more than **30%** of its income for it.
 - **Cost-burdened:** housing costs exceed 30% of gross income.
 - **Severely cost-burdened:** housing costs exceed 50% of gross income.



Income: +50%



Rent: +66%

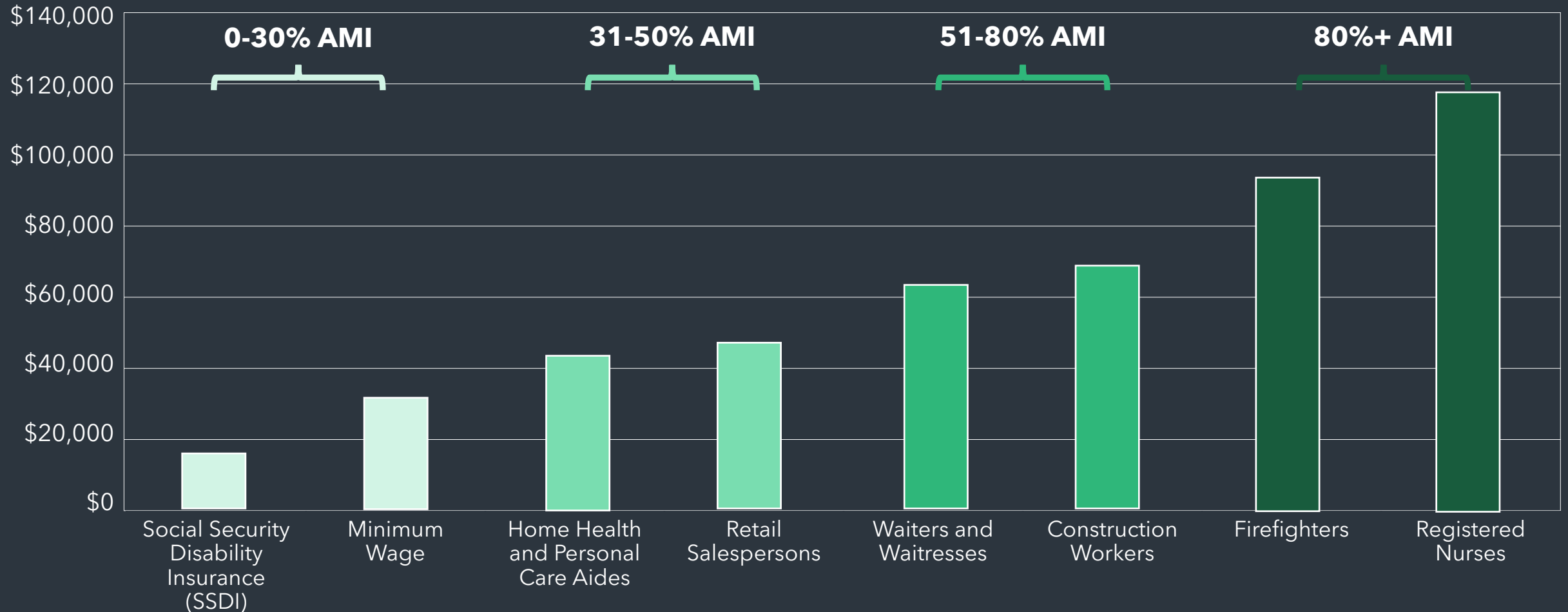


Home Price: +160%



Affordable Housing

Who is affordable housing for? Our community.



Typical Housing Strategies for Different Income Levels

Area Median Income	Types of Affordable Housing Strategies	Examples
120% +	1. Market Rate	<ul style="list-style-type: none"> • Market Rate Housing • Flexible Zoning • Missing Middle • Support Small Homes • Innovative Housing • Partnerships
110%		
100%		
90%		
80%	2. Land Use and Tax Incentives	<ul style="list-style-type: none"> • Inclusionary Zoning • Multifamily Property Tax Exemption • Minimum Density • Fee Waivers • First-Time Home Buyer Loans • Density / Height Bonuses • Partnerships
70%		
60%		
50%		
40%	3. Direct Assistance	<ul style="list-style-type: none"> • Housing Trust Fund • Community Development Block Grant • Low-Income Housing Tax Credit (LIHTC) • Surplus Land • Nonprofits / KCHA • Special Projects • Fee Waivers • Partnerships • Bonds
30%		
20%		
10%		

Affordable Housing

On-site, mixed-income, affordable housing.

- Mandatory Inclusionary Zoning (**MIZ**) and Voluntary Multifamily Property Tax Exemption Program (**MFTE**)
 - Developers must include cost-controlled affordable homes in development.
 - MFTE: Developers get temporary exemption from property tax.
- Redmond 2050: Revised MIZ and MFTE to focus on 50% AMI units.



Affordable Housing

Alternative compliance exists; more tools in the toolbox.

City policy favors on-site affordable units to support mixed-income developments.

Options

1. Build affordable units off-site.
2. Pay fee in lieu of units.
3. Adjust on-site unit mix.
4. Use other approved options.

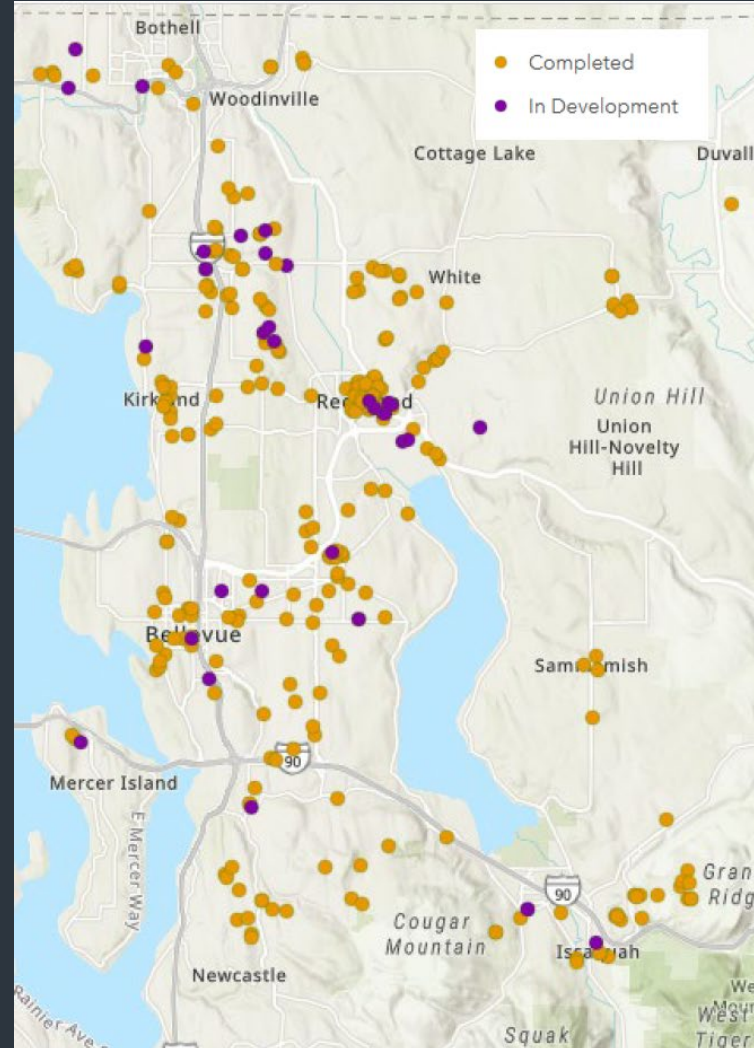


Example of Alternative Compliance: Fee-In-Lieu.

Affordable Housing

Our tools and strategies have produced affordable housing.

- A Regional Coalition for Housing (ARCH) cities work together like a family, making a bigger impact than they could alone.
- Many tools help build affordable housing: donated land, zoning rules, partnerships, housing funds, in-lieu fees, and more.
- Redmond has done great work, but still **a lot** more work to be done to meet estimated need.



Location	Affordable Units/ Beds	Number of Projects
Bellevue	2,830	76
Bothell	119	6
Duvall	32	1
Issaquah	925	30
Kenmore	307	6
Kirkland	1,540	57
Mercer Island	87	3
Newcastle	67	8
Redmond	3,795	112
Sammamish	119	5
Woodinville	130	5
Scattered/ Undisclosed	113	5
Total	10,064	314

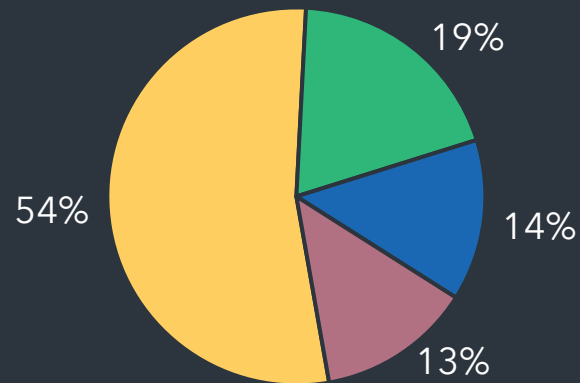
Progress

Tracking Progress: 2019-2050

- Net New Housing Units Needed: 24,800
- Net New Needed, Per Year: 800
- Redmond Production on Track for Total? Yes.
- ...but not on Track for deeper affordability.

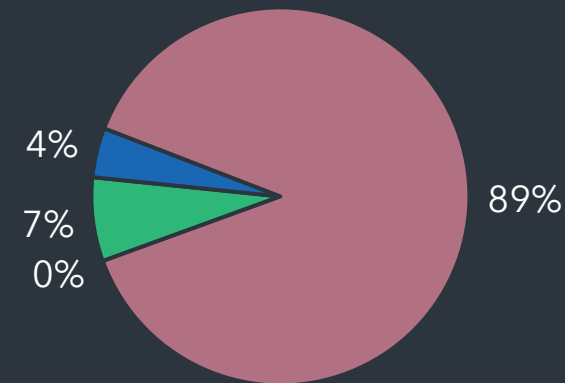
6.5% of King County's planned housing growth is allocated to Redmond.

Share of 2025 Housing **Need**, by %AMI



■ ≤30% AMI ■ >30 - ≤50% ■ >50 - ≤80% ■ >80%

Share of 2025 Housing **Built**, by %AMI

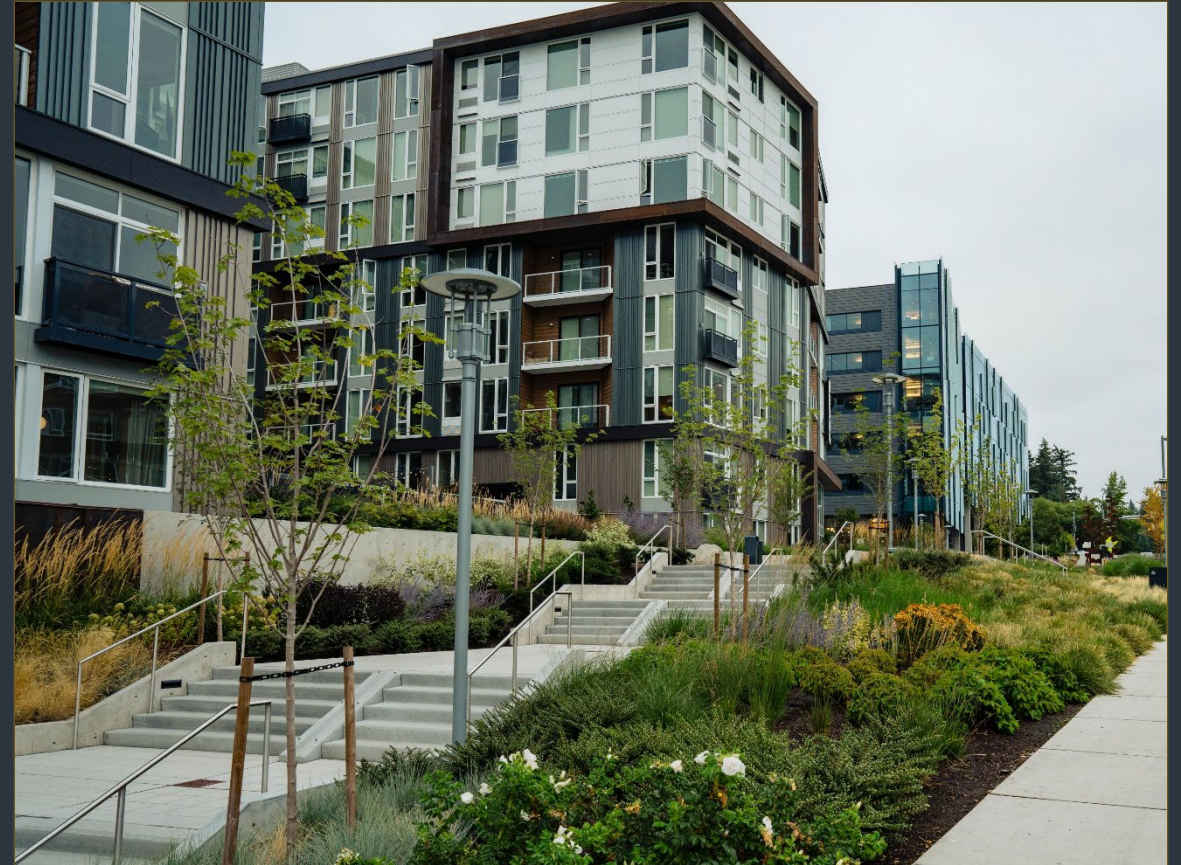


■ ≤30% AMI ■ >30 - ≤50% ■ >50 - ≤80% ■ >80%

Council's Role in Influencing Supply

Create conditions conducive to housing production.

- Zone for capacity to meet the need.
 - Done! Redmond 2050 ✓
- Act on findings from updated Housing and Human Services Action Plan.
 - Plan update work is underway 💡
- Encourage use of all strategies to support construction of affordable housing.
- Invest in staff, systems, and tools that improve permitting processes.



Esterra Park, Overlake Neighborhood



Thank You

Questions?

Ian Lefcourte, AICP, Principal Planner





Memorandum

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-032

Type: Committee Memo

TO: Committee of the Whole - Public Safety and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Human Resources	Cathryn Laird	425-556-2125
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DEPARTMENT STAFF:

Human Resources	Adrienne Steinert	Human Resources Analyst
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TITLE:

Correction of Two Classifications (Grade FS30 and Grade FS40) within the 2026 Fire Support "FS" Pay Plan

OVERVIEW STATEMENT:

This memo seeks approval to correct a scrivener's error to the 2026 Fire Support "FS" Pay Plan. The 2026-2028 Fire Support Union Collective Bargaining Agreement (CBA) and the associated 2026 pay plan was approved by Council on December 2, 2025. The pay plan presented to Council at that time included the incorrectly agreed upon pay range for the Fire Mechanic (FS30) and the Fire Apparatus Program Supervisor (FS40). Council approved a lower pay range for both classifications than was agreed to or intended. All other classification pay ranges within the pay plan are correct.

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

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
RCW 35A.11.020
- **Council Request:**
N/A
- **Other Key Facts:**
The current CBA was effective January 1, 2026.

OUTCOMES:

Correcting the 2026 Fire Support "FS" Pay Plan for grades FS30 and FS40 will be in alignment with the negotiated and

Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-032

Type: Committee Memo

agreed upon pay plan for the Fire Support CBA. Seeking Council approval for full transparency to ensure Council is aware of this change to the pay plan, which is a higher amount for these two classifications, than what Council approved in December 2025.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

The cost to implement the increase to grades FS30 and FS40 was factored into the budget through the market data analysis, which was included when costing the CBA. The scrivener's error only impacts the published pay plan and does not change the budgeted amount.

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

Budget Offer Number:

0000277, 0000278, 0000281, 0000283, 0000291, 0000303

Budget Priority:

Safe & Resilient, Strategic & Responsive, Vibrant & Connected

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

If yes, explain:

N/A

Funding source(s):

General Fund, Development Fees, King County EMS Levy

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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Date: 1/20/2026

Meeting of: Committee of the Whole - Public Safety and Human Services

File No. CM 26-032

Type: Committee Memo

11/3/2025	Special Meeting	Receive Information
12/2/2025	Business Meeting	Approve

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
1/20/2026	Business Meeting	Approve

Time Constraints:

None.

ANTICIPATED RESULT IF NOT APPROVED:

The 2026 "FS" Pay Plan Council approved in December 2025, incorrectly reflects the salary ranges for the Fire Mechanic (FS30) and the Fire Apparatus Program Supervisor (FS40) classifications. This was an unintentional clerical error by the City. The pay plan needs to be corrected to be in alignment with the negotiated and approved CBA between the City and Union. Failure to correct the pay plan as agreed during negotiations and through the approval process will result in a grievance by the affected employees due to a loss of pay and likely a Public Employment Relations Commission (PERC) ruling against the City resulting in legal action taken by the Union.

ATTACHMENTS:

Attachment A: 2026 Fire Support "FS" Pay Plan Redline

Attachment B: 2026 Fire Support "FS" Pay Plan



2026 Pay Plan "FS" - Fire Support

Ordinance No.
 Redmond Fire Fighters Union - Representing the Fire Support Bargaining Unit
 Effective January 1, 2026

			<u>Monthly</u>			<u>Annually</u>		
Grade	FLSA	Position Title	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
FS20	NE	Fire Support Administrative Assistant	\$5,910.81	\$6,945.21	\$7,979.60	\$70,929.77	\$83,342.48	\$95,755.19
FS21	NE	Fire Support Administrative Specialist	\$6,263.24	\$7,359.30	\$8,455.37	\$75,158.85	\$88,311.64	\$101,464.44
FS35	NE	Fire Support Department Administrative Coordinator	\$7,007.39	\$8,233.68	\$9,459.97	\$84,088.65	\$98,804.16	\$113,519.67
FS25	NE	Fire Support Program Coordinator	\$7,546.41	\$8,867.03	\$10,187.65	\$90,556.92	\$106,404.38	\$122,251.84
FS30	NE	Fire Mechanic	\$7,354.44	\$8,641.46	\$9,928.49	\$88,253.25	\$103,697.57	\$119,141.89
			\$7,678.32	\$8,828.56	\$9,978.80	\$92,139.84	\$105,942.72	\$119,745.60
FS40	NE	Fire Apparatus Program Supervisor	\$8,641.45	\$9,937.66	\$11,233.88	\$103,697.36	\$119,251.96	\$134,806.57
			\$8,828.56	\$10,152.48	\$11,476.40	\$105,942.72	\$121,829.76	\$137,716.80



2026 Pay Plan "FS" - Fire Support

Ordinance No.

Redmond Fire Fighters Union - Representing the Fire Support Bargaining Unit

Effective January 1, 2026

			<u>Monthly</u>			<u>Annually</u>		
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FS30	NE	Fire Mechanic	\$7,678.32	\$8,828.56	\$9,978.80	\$92,139.84	\$105,942.72	\$119,745.60
FS40	NE	Fire Apparatus Program Supervisor	\$8,828.56	\$10,152.48	\$11,476.40	\$105,942.72	\$121,829.76	\$137,716.80