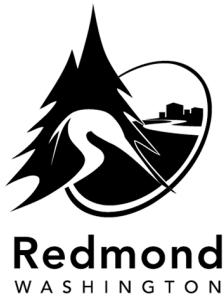


City of Redmond



Agenda

Special Meeting Notice and Agenda

Tuesday, January 13, 2026
6:00 PM

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

City Council

*Mayor
Angela Birney*

*Councilmembers
Jessica Forsythe
Vanessa Kritzer
Angie Nuevacamina
Vivek Prakriya
Menka Soni
Melissa Stuart
Vacant*

**Redmond City Council Agendas, Meeting Notices, and Minutes are available on the City's Web
Site: <http://www.redmond.gov/CouncilMeetings>**

**FOR ASSISTANCE AT COUNCIL MEETINGS FOR THE HEARING OR VISUALLY IMPAIRED:
Please contact the City Clerk's office at (425) 556-2194 one week in advance of the meeting.**

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

AGENDA

ROLL CALL

1. Council Vacancy Interviews

[Attachment A: Council Vacancy Process Timeline](#)

Legislative History

11/18/25	Committee of the Whole - Public Safety and Human Services	referred to the City Council Study Session
12/9/25	Committee of the Whole - Finance, Administration, and Communications	referred to the City Council Study Session

2. Executive Session: To Evaluate the Qualifications of Applicants for Public Employment (RCW 42.30.110(1)(g)) - 45 minutes

3. Deliberation and Decision on Top Candidates

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: 1/13/2026

Meeting of: City Council Special Meeting

File No. SS 26-001

Type: Study Session

TO: Members of the City Council

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files, COO	425-556-2166
Human Resources	Cathryn Laird, Human Resources Director	425-556-2125

DEPARTMENT STAFF:

N/A	N/A	N/A
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TITLE:

Council Vacancy Interviews

OVERVIEW STATEMENT:

With the resignation of a Councilmember, the remaining Council has 90 days to appoint a new member to carry out the vacant term. Materials were emailed to Council prior to the December 9, 2025, Committee of the Whole - Finance, Administration, and Communications meeting.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

Receive Information Provide Direction Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Revised Code of Washington (RCW) 35A.12
- **Required:**
Filling a Council vacancy within 90 days is required by Washington law.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The proposed Council recruitment process was discussed at the Study Session on November 12 and again at Committee of the Whole on November 18. Applications were due back to the City by January 2nd at noon.

As discussed on November 18th, a small group of Councilmembers and staff met to solidify the details of the screening and ranking process. Before December 9th Council received materials via email based on the recommendations of the small group.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
The process and meeting timeline is included as Attachment 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:

0298 City Council

Budget Priority:

Strategic and Responsive

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

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action

11/12/2025	Study Session	Provide Direction
11/18/2025	Committee of the Whole - Planning and Public Works	Provide Direction
12/9/2025	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
1/20/2026	Special Meeting	Provide Direction
1/20/2026	Business Meeting	Approve

Time Constraints:

The Council must appoint a qualified replacement within 90 days of the vacancy. If the Council fails to meet this deadline, it loses the authority to appoint a replacement, at which point the county legislative authority (County Council) has an additional 90 days to make the appointment. If the county legislative authority does not make an appointment within the 180 days of the vacancy, the Council, or the county legislative authority, may petition the Governor to make the appointment.

ANTICIPATED RESULT IF NOT APPROVED:

Please see time constraints above.

ATTACHMENTS:

Attachment A: Council Vacancy Process Timeline

Council Vacancy Process
Committee of the Whole December 9, 2025

Applications

- Due by January 2 at noon
- Staff will distribute to Councilmembers in roughly two equal batches

Council Applicant review by January 7 at 5pm

- Councilmembers review all applications, using the criteria matrix as a guide
- Councilmembers submit an overall score of 0-3 (0 = "none" and 3 = "strong") for each candidate via the form distributed by staff (see Attachment A)
- Caution: Any records a Councilmember creates will need to be returned to staff to retain the public records

Applicant Selection January 8

- Staff and Council Leadership to determine top 1/3 of candidates (up to 10 candidates will move forward to the interviews on January 13)

Interviews January 13 [SPECIAL MEETING 6:00pm-9:30pm]

- Questions distributed to candidates ahead of time on January 9
- Each candidate has a 60 second introduction
- Each candidate will have up to 2 minutes to answer each question
- Staff will serve as a timekeeper
- Interviews will be scheduled in 20-minute increments (15 minutes for the interview and 5 minutes for transition time)

Executive Session January 13 [SPECIAL MEETING 9:30-10:15pm]

- Councilmembers discuss qualifications of candidates
- Discuss which candidates qualifications might rise to the top

Open Session January 13 [SPECIAL MEETING 10:15-10:30pm]

- A Councilmember makes a motion for top candidates to return on January 20 for the final interview
- Approximately 2-3 candidates will be invited to final interviews
- Councilmembers deliberate and finalize candidate list

Interviews January 20 [SPECIAL MEETING 6:00-7:00pm]

- Each candidate will be interviewed by the Council for 20 minutes
- Councilmembers are responsible for asking the questions that they need to finalize their appointment decision
- Staff will serve as a timekeeper

Council Vacancy Process
Committee of the Whole December 9, 2025

Executive Session January 20 [BUSINESS MEETING 7:00-7:30pm]

- Councilmembers discuss qualifications of candidates
- Executive Session will occur at the beginning of the Council business meeting

Open Session January 20 [BUSINESS MEETING 7:30pm]

- A Councilmember makes a motion for a final appointment
- Councilmembers deliberate and vote by majority
- Appointed Councilmember will be sworn in and seated
- The above process will occur at the beginning of the business meeting

NOTE: At conclusion of process, reflect, redocument and integrate into Council rules of procedure.



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 1/13/2026

Meeting of: City Council Special Meeting

File No. SPC 25-102

Type: Executive Session

Executive Session: To Evaluate the Qualifications of Applicants for Public Employment (RCW 42.30.110(1)(g)) - 45 minutes



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 1/13/2026

Meeting of: City Council Special Meeting

File No. SPC 25-108

Type: Verbal Report

Deliberation and Decision on Top Candidates