



Memorandum

Date: 6/3/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-343

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
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DEPARTMENT STAFF:

Public Works	Rob Crittenden	City Engineer
Public Works	Chris Stenger	PW Deputy Director
Public Works	Vangie Garcia	PW Deputy Director
Public Works	Paul Cho	City Traffic Engineer/Manager
Public Works	Doug DeVries	Utility Manager

TITLE:

Redmond Municipal Code Update - Overview and Proposed Changes to Vehicles, Traffic, Streets and Sidewalks code

OVERVIEW STATEMENT:

The Public Works Department embraces continued improvement to achieve organizational excellence. As part of this effort, Public Works is proposing updates to multiple Redmond Municipal Code (RMC) sections related to Public Works functions. These updates are intended to clarify roles and responsibilities within the Department and to improve operational performance and consistency. This code revision is being coordinated with the APWA Accreditation effort to ensure code authority and operational functions are aligned. Public Works functions are most prominent in RMC Titles 10, 12, 13, and 15. There are also sections related to Public Work functions in RMC Titles 1-7 and 9.

Public Works staff will provide an overview of the update process to Council at the June 3, 2025, Planning and Public Works Committee. Staff will then present specific changes to the RMC at three study sessions with Council as summarized below:

June 24, 2025, Study Session (Presenters for Traffic Operations - Aaron Bert, Paul Cho, Patty Criddle)

- Title 10 - Vehicles and Traffic
- Title 12 - Streets and Sidewalks

July 22, 2025, Study Session (Presenters for Utilities - Aaron Bert, Doug DeVries, Lisa Rigg)

- RMC Title 13 - Water and Sewer
- RMC Title 15 - Buildings and Construction.

September 9, 2025, Council Study Session (Presenters - Aaron Bert, Chris Stenger, Vangie Garcia)

- Title 1 General Provisions

- Title 2 Administration and Personnel Amended Revised
- Title 3 Revenue and Finance Revised
- Title 4 Boards, Commissions, and Committees Revised
- Title 5 Business Licenses and Regulations Revised
- Title 6 Health and Sanitation
- Title 7 Animals
- Title 9 Public Peace, Morals and Safety

Additional study sessions will be scheduled with Council if needed to finish discussion on any of these Titles. Following completion of these sessions, staff will then bring forward the formal ordinance(s) to Council for approval at a regular Council business meeting.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Redmond Municipal Code
Public Works American Public Works Association (APWA) Accreditation effort
- **Required:**
Redmond Municipal Code changes require City Council approval per RCW 35.21.500 Compilation, codification, revision of city or town ordinances
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The City will benefit from revisions to the RMC by providing users a code that clearly identifies roles and responsibilities, clarifies authorities, and aligns with operational functions. These revisions will also update provisions in the code that are outdated or inconsistent. The resulting code requirements will align with the policies and procedures documented with the Public Works APWA Accreditation effort.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Outreach to select groups is planned following completion of the study session discussions with City Council.
- **Outreach Methods and Results:**
Let's Connect Page on City Website with a copy of the draft changes for stakeholders to review and make comments.
- **Feedback Summary:**
The majority of the proposed changes to the Code are intended for clarification or clean up and are not substantive to a degree that should prompt significant public comment. If substantive issues are identified, additional stakeholder engagement will be considered.

BUDGET IMPACT:

Total Cost:
N/A

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

Budget Offer Number:
N/A

Budget Priority:
N/A

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

If yes, explain:

Examples: software with a yearly cost, revenue generating, match requirements, etc. - if none, enter N/A.

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
12/18/2024	Business Meeting	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
6/3/2025	Committee of the Whole - Planning and Public Works	Provide Direction
6/24/2025	Study Session	Approve
7/22/2025	Study Session	Approve
9/9/2025	Study Session	Approve

Time Constraints:

Public Works expects to receive Public Works APWA Accreditation in the first quarter of 2026. While it is not required to have the Code changes associated with this effort in place by then, that is the goal.

ANTICIPATED RESULT IF NOT APPROVED:

The Council could choose not to approve some or all of the proposed Code changes. If so, outdated and unclear sections within the Code would remain, and overall, the Code would not align with the current operational structure of Public Works and the City.

ATTACHMENTS:

Attachment A - Title 10 Proposed Changes
Attachment B - Table of Proposed Changes to Title 10
Attachment C - Title 12 Proposed Changes
Attachment D - Table of Proposed Changes to Title 12