



## Memorandum

**Date:** 4/19/2022  
**Meeting of:** City Council

**File No.** AM No. 22-052  
**Type:** Consent Item

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

Parks	Loreen Hamilton	425-556-2336
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**DEPARTMENT STAFF:**

Parks	Amanda Deml	Interim Deputy Director
Parks	Katie Fraser	Interim Recreation Manager

**TITLE:**

Cost of Service Resolution Adoption

- a. Resolution No. 1557: A Resolution of the City Council of the City of Redmond, Washington, Adopting a Revised Cost of Service Methodology to Provide Guidance for Redmond Parks and Recreation Efforts to Organize and Set Priorities for Recreation Programs and Services

**OVERVIEW STATEMENT:**

The Cost of Service Study was originally passed in 2018 by Resolution 1491. Staff have spent the past 6 months updating this study, findings and recommendations to address the ever-changing needs of the community. City Council directed the new resolution be placed on the consent agenda for adoption on April 19, 2022.

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

**REQUESTED ACTION:**

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

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Cost of Service and Cost Recovery Methodology Report - December 2017
- **Required:**  
N/A
- **Council Request:**  
In January 2018, City Council adopted the Cost of Service and Cost Recovery Methodology.
- **Other Key Facts:**

N/A

**OUTCOMES:**

Approval of new Cost of Service Resolution.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**
- See Attachment B
- **Outreach Methods and Results:**  
See Attachment B
- **Feedback Summary:**  
See Attachment B

**BUDGET IMPACT:**

**Total Cost:**  
\$40,000

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

**Budget Offer Number:**

000217 Community Recreation; 000249 Arts and Community Events (offers containing the activities/events the Cost of Service Methodology is applied to)

**Budget Priority:**

Healthy and Sustainable; Vibrant and Connected

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

*If yes, explain:*

N/A

**Funding source(s):**

General Fund; Recreation Activity Fund; Arts Activity Fund; Community Events Fund; Parks Levy

**Budget/Funding Constraints:**

N/A

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
1/2/2018	Business Meeting	Approve

5/5/2020	Committee of the Whole - Parks and Human Services	Receive Information
3/2/2021	Committee of the Whole - Parks and Human Services	Receive Information
3/22/2022	Committee of the Whole - Parks and Environmental Sustainability	Receive Information
4/12/2022	Study Session	Provide Direction

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

This resolution and study will continue to impact the operations and budget of the Parks and Recreation Department. If it is not approved, it will impact the ability to incorporate it into the upcoming budget cycle.

**ANTICIPATED RESULT IF NOT APPROVED:**

N/A

**ATTACHMENTS:**

Attachment A - Resolution

Attachment B - Cost of Service Update Report - Final