



Memorandum

Date: 8/4/2025
Meeting of: City Council Special Meeting

File No. AM No. 25-112
Type: Consent Item

TO: Members of the City Council
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	Brooke Buckingham	Human Services Manager
Planning and Community Development	Seraphie Allen	Deputy Director

TITLE:

Approval of an Agreement to Administer Homeless Outreach Software in Partnership with City of Kirkland and City of Bellevue

OVERVIEW STATEMENT:

The City's homeless outreach team tracks client data and activities related to their work, using software platform called Apricot. The Council authorized the Mayor to sign draft agreement at its June 2, 2025 meeting. The City of Bellevue has requested changes to the agreement to address use of data. Staff is requesting approval of the revised agreement.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Human Services Strategic Plan, Comprehensive Plan
- **Required:**
Interjurisdictional agreements require Council approval.
- **Council Request:**
N/A
- **Other Key Facts:**
Signing this MOU allows the City to formalize the partnership and invoice Bellevue and Kirkland for use of Apricot.

OUTCOMES:

Cross-jurisdictional partnerships and collaboration benefit the clients we serve. This opportunity allows us to case-conference and coordinate efforts with potential shared clients. Secondary benefits include cost savings to the City, as Bellevue and Kirkland would provide proportionate contribution toward annual fees.

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 average annual cost is currently \$17,091.

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

Budget Offer Number:

0000307 - Housing & Human Services

0000294 - Technology Solutions

Budget Priority:

Vibrant and Connected

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

If yes, explain:

Staff cost to administer and monitor software for data consistency.

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
05/20/2025	Committee of the Whole - Public Safety and Human Services	Provide direction
06/03/2025	Business Meeting	Approve
07/15/2025	Committee of the Whole - Public Safety and Human Services	Approve

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	No meetings proposed	N/A

Time Constraints:

Timely approval will allow Redmond to bill other cities and to fully implement software.

ANTICIPATED RESULT IF NOT APPROVED:

Redmond would continue to pay full costs of Apricot if not approved.

ATTACHMENTS:

Attachment A: Draft Agreement for Services between the Cities of Bellevue, Kirkland, and Redmond for Implementation and Maintenance of a Joint Homeless Outreach Data System

Attachment B: Redlined Copy of Draft Agreement