

City of Redmond



Agenda

Tuesday, January 24, 2023

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 - Parks and Environmental Sustainability

Committee Members

David Carson, Presiding Officer

Jeralene Anderson

Steve Fields

Jessica Forsythe

Varisha Khan

Vanessa Kritzer

Melissa Stuart

AGENDA**ROLL CALL**

1. Monthly Environmental Sustainability Action Plan Update - [CM 23-027](#)
January 2023

[Attachment A: Environmental Sustainability Action Plan Update](#)

Department: Executive, 10 minutes

Requested Action: Informational

2. Cultural Arts Programs/Projects [CM 23-028](#)

Department: Parks and Recreation, 10 minutes

Requested Action: Informational

3. Accept grant award of \$17,940 from the Washington Festivals and Events Association [CM 23-029](#)

[Attachment A: City of Redmond WFEA and ArtsWA Festival and Events Grant Application](#)

[Attachment B: WFEA Award Letter](#)

[Attachment C: City of Redmond Municipality Loss Statement](#)

[Attachment D: City of Redmond Derby Days Financial Reports 2018-2022](#)

[Attachment E: WFEA Agreement Redmond](#)

[Attachment F: WFEA Agreement Exhibits](#)

Department: Parks and Recreation, 5 minutes

Requested Action: Consent, February 7th

4. Redmond Senior & Community Center Update [CM 23-035](#)

[Attachment A: Community and Stakeholder Outreach and Involvement](#)

[Attachment B: Council Review Previous Contacts](#)

Department: Parks and Recreation, 10 minutes

Requested Action: Informational

5. Budget Amendment and Approval to Purchase an Electric Fire Engine [CM 23-031](#)

Department: Fire, 5 minutes

Requested Action: Consent, February 7th

ADJOURNMENT



Memorandum

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-027

Type: Committee Memo

TO: Committee of the Whole - Parks and Environmental Sustainability

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

| | | |
|-----------|------------|--------------|
| Executive | Lisa Maher | 425-556-2427 |
|-----------|------------|--------------|

DEPARTMENT STAFF:

| | | |
|-----------|--------------|--------------------------------|
| Executive | Jenny Lybeck | Sustainability Program Manager |
|-----------|--------------|--------------------------------|

TITLE:

Monthly Environmental Sustainability Action Plan Update - January 2023

OVERVIEW STATEMENT:

This report includes an informational update on implementation activities completed over the past three months in support of the 2020 Environmental Sustainability Action Plan (ESAP) and Climate Emergency Declaration.

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

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Environmental Sustainability Action Plan, Climate Emergency Declaration, City of Redmond Operations Zero Carbon Strategy, Community Strategic Plan, Tree Canopy Strategic Plan
- **Required:**
N/A
- **Council Request:**
Council requested monthly updates at the Parks and Environmental Sustainability Committee of the Whole meetings.
- **Other Key Facts:**
The Environmental Sustainability Action Plan was adopted in September 2020 and serves as the community's strategy to reduce greenhouse gas emissions (GHG) and preserve natural resources. Council also adopted a Climate Emergency Declaration, which was integrated into the ESAP and identifies key sustainability objectives for the City's work.

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-027

Type: Committee Memo

OUTCOMES:

See Attachment A for a summary of implementation highlights.

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:

The memo includes updates across multiple departments and divisions.

Budget Priority:

Healthy and Sustainable

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

N/A

Funding source(s):

The memo includes updates across multiple departments and divisions.

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

| Date | Meeting | Requested Action |
|-----------|---|---------------------|
| 9/27/2022 | Committee of the Whole - Parks and Environmental Sustainability | Receive Information |

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-027

Type: Committee Memo

Proposed Upcoming Contact(s)

| Date | Meeting | Requested Action |
|-----------|---|---------------------|
| 3/28/2023 | Committee of the Whole - Parks and Environmental Sustainability | Receive Information |

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

Attachment A: Environmental Sustainability Action Plan Update

Background

This document provides a high-level update of monthly implementation activities for the [Environmental Sustainability Action Plan \(ESAP\)](#). The ESAP is the City's strategic roadmap to reduce greenhouse gas (GHG) emissions and enhance Redmond's natural resources for future generations.

Key priorities for 2023-2024 include:

- **High Impact Initiatives:** Implement high impact programs and policies that advance progress towards ESAP goals.
- **Lead by Example:** Continue to drive rapid progress towards the Climate Emergency Declaration goals.
- **Sustainability Programming:** Run a transparent and inclusive sustainability program.

Updates

High Impact Initiatives

- Energy Efficiency and Conservation Block Grant (EECBG) Funds: Redmond is slated to receive more than \$140,000 in formula funds through the Department of Energy (DOE) Energy Efficiency and Conservation Block Grant program. DOE intends to publish the funding solicitation in the next month or two, which will allow Redmond to apply for the formula funding. EECBG formula funds are being offered for the first time in more than a decade through the Bipartisan Infrastructure Law.
- Washington State Energy Code – Residential Codes: The Washington State Building Code Council approved new energy codes in November. The updated energy codes will require energy efficient heat pumps in new residential construction starting in July 2023. More info [here](#). The Mayor signed onto multiple letters of support in favor of this change, including a joint K4C letter to the State Building Code Council (Appendix A).
- Washington State Community Energy Efficiency Program (CEEP) Grant: The cities of Redmond, Bellevue, Issaquah, Kirkland, and Mercer Island, and King County, partnered on a joint application to the Washington State Community Energy Efficiency Program (CEEP) grant program to support expansion of the heat pump program. The jurisdictions were awarded \$1.2 million, and King County will be the lead on the grant. The funds will support full cost coverage heat pump installations for income qualified individuals, as well as a market rate incentive.
- Department of Commerce Building Electrification Grant: The cities of Redmond, Bellevue, Issaquah, Kirkland, and Mercer Island partnered on a joint application to the Department of Commerce Building Electrification grant program to support expansion of the heat pump campaign. The jurisdictions submitted a \$1 million grant request on January 9, and anticipate notification of the application status by March 1.
- Energy Smart Eastside Heat Pump Program: The Energy Smart Eastside Heat Pump program is preparing for a 2023 relaunch, which will include a kickoff event in partnership with the leading electrification non-profit organization, [Rewiring America](#). The 2023 relaunch will

include additional incentives (\$2,000 market rate incentive and full cost coverage installs for income qualified community members) and content focused on the new offerings through the Inflation Reduction Act. Interested community members can learn more and register for workshops at www.energysmarteastside.org.

- Ridwell Pick-Up: The September Ridwell porch pickups diverted more than 350 cubic yards of Styrofoam and 850 pounds of plastic film from the landfill. In total, the City conducted three separate events in 2022, serving 3,142 Redmond households.
 - 2022 totals collected include:
 - 3,814 bags, or 941 cubic yards of Styrofoam
 - 2,135 bags, or 2,400 pounds of film plastic
 - 257 bags, or 1,285 pounds of holiday lights
- 2022 Sustainable Living program: The grant-funded Sustainable Living Program launched in 2022 to promote actions Redmond residents can take to live more sustainably. These actions include recycling more and correctly, reducing waste, using safer cleaning practices, finding alternatives to plastics, and more. Staff leveraged a variety of outreach strategies including classes, booths, and adding new content to the Recycling Video Library.

In 2022 the Solid Waste team hosted 22 classes (19 virtual and 3 in person) and staffed eight events:

- 291 people attended classes
- 481 people received a Sustainable Living resource bundle
- 973 people visited the Sustainable Living booth at events
- Overall 1,454 people directly engaged with Sustainable Living outreach
- 100% of follow-up survey takers indicated the classes were useful
- Redmond Climate Action Challenge: The 2023 Eastside Climate Challenge will utilize a 6-month outreach and engagement schedule, with monthly themes and events to promote specific sustainable actions. Monthly themes will include home energy, community action, food and waste, transportation, and resilience. This concentrated schedule will allow for more focused outreach and engagement within the Challenge, putting us closer to our goal of 400 participants by the end of the year (currently at 195). The Challenge serves as a tool to guide community members on their sustainability journey. To learn more or join, visit our [website](#).
- Tosh Creek Watershed Street Sweeping Project: The Tosh Creek Watershed street sweeping project kicked off in October 2022. The project increases street sweeping from quarterly to monthly on public roads within the Tosh Creek Watershed, which is a priority watershed for restoration projects. The Streets Division is conducting the increased street sweeping in this watershed, funded by a King County WaterWorks grant. During the first three months of the project, approximately 44 cubic yards of debris were collected, which could have otherwise ended up in Tosh Creek. The City is leveraging the existing Redmond Paired Watershed Study data to determine if street sweeping is an effective tool at improving water quality. This project is scheduled for two years, and Council will receive interim updates as data analysis occurs.

- Adopt-A-Drain: Redmond reached 150 Adopt-a-Drain adopters in 2022, supporting more than 240 storm drains across the city. The program will continue in 2023 and interested community members can sign up [here](#).
- CWA Podcast: City staff are participating in Cascade Water Alliance’s new podcast series to promote the We Need Water campaign. Staff will be interviewed in the “How safe is our drinking water?” podcast. Redmond’s proactive approach to protecting our groundwater and drinking water supply will be highlighted. The podcast is expected to be recorded during the first quarter of 2023.
- 2023 Semi-Annual Groundwater Sampling: The City maintains a network of groundwater monitoring wells that act as an early warning system to our supply wells. These wells will be monitored the last week of January for the winter 2023 semi-annual sampling event. Twenty-five groundwater monitoring wells will be sampled for water chemistry analysis, ranging from nutrients and petroleum products to emerging chemicals to track the health of our drinking water aquifer. Approximately 100 groundwater monitoring wells will be measured for depth of water to understand the groundwater flow direction. The Winter 2023 Semi-Annual Sampling Report will be available at the end of Q1.

Lead by Example

- Tree Planting: The Washington Conservation Corps (WCC) cleared another half-acre of blackberry along Monticello Creek and planted 250 trees in December.



THE 2022/2023
WCC CREW



THE SITE READY
FOR PLANTING

Sustainability Programming

- Environmental Sustainability Newsletter: An October and December Sustainability eNewsletter was distributed to more than 1,500 community members highlighting engagement opportunities and the 2021 Annual Report (Appendix B). The next eNewsletter will be distributed in February.
- I-Sustain Tour of Denmark: Redmond’s Sustainability Manager traveled with an eastside delegation to Copenhagen to view firsthand the strategies the Danes have taken to sustainable development and climate action. Highlights and images from the trip can be found [here](#).
- Environmental Sustainability Advisory Committee: The ESAC is scheduled to meet for its first meeting of the year on February 2 from 5:30-7 pm. Meeting details will be posted [here](#).



Washington State Building Code Council

Anthony Doan, Council Chair

1500 Jefferson Avenue SE

PO Box 41449

Olympia, WA 98504-1449

October 14, 2022

RE: 2021 Washington State Residential Energy Code

Dear Chair Doan and the Washington State Building Code Council:

As elected officials representing 2.3 million Washington State residents, we offer our support for the proposed 2021 Washington State Residential, Building, and Energy Codes. We support strengthening the code changes to reduce climate pollution, protect the health of our residents, and promote an equitable transition to a clean energy economy.

The King County-Cities Climate Collaboration (K4C) is a partnership of local governments of all sizes taking bold and equitable climate action so that all people, the economy, and the environment thrive. Collectively, the jurisdictions in the K4C represent 85% of King County's 2.25 million residents, which is nearly 25% of the state's population. The K4C works to advance a shared goal of reducing carbon emissions countywide 50% by 2030 through sector-specific policies and investments.

The built environment is one of the largest sources of carbon emissions in King County. In a recent inventory, emissions from the residential built environment were nearly 20% of all emissions. As local jurisdictions, we lack the authority to develop codes for new residential buildings, making state action even more important. Strong energy codes are essential to reaching the K4C's carbon emission reduction target and continue us forward on the statewide goal to reduce energy use in the built environment 70% from 2006 levels by 2031.

We would like to emphasize our support for these proposed elements that advance K4C goals to reduce carbon pollution, provide healthy indoor air environments, and save King County families money in new single family, duplex, and townhome construction:

- Energy Code Proposal 21-GP2-065: Required heat pump space heating
- Energy Code Proposal 21-GP2-066: Required heat pump water heating
- Residential Code Proposal 21-GP2-092: C&D Material Management Appendix
- Residential Code Proposal 21-GP2-093: Deconstruction Appendix
- Building Code Proposal 21-GP1-62: Increased use of solid-sawn lumber

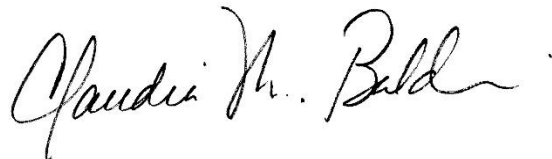
We also strongly support Residential Code Proposal 21-GP2-091, which requires electric vehicle infrastructure to be installed at new residential construction. We support this amendment residing as a base requirement in the Residential or Energy Code, rather than an optional appendix. Equitable access to electric vehicle charging equipment will enable residents of all income levels to benefit from the lifetime cost savings of electric vehicles, while increased adoption of electric vehicles will produce cleaner air for all residents, especially those who live in near-road communities.

Thank you for the opportunity to provide comment. We support the proposed revisions to the Residential, Building, and Energy Codes, and we urge the Council to approve these codes.

Sincerely,



Dow Constantine
King County Executive



Claudia Balducci
Chair, King County Council



Keith Scully
Mayor, City of Shoreline



Lynne Robinson
Mayor, City of Bellevue



Angela Birney
Mayor, City of Redmond



Mary Lou Pauly
Mayor, City of Issaquah



Nigel Herbig
Mayor, City of Kenmore



Jessyn Farrell
Director, City of Seattle
Office of Sustainability and Environment

CITY OF REDMOND

Environmental Sustainability



Redmond Takes Action for a Sustainable Future

Together, the Redmond community and City have been working hard to preserve and enhance our natural environment. Our collective efforts are making a real impact towards reducing emissions in half by 2030 to meet our Environmental Sustainability Action Plan (ESAP) goals.

2021 was our first full year implementing the ESAP since it was adopted. In that time, community members volunteered more than 1,700 hours to plant trees in our parks through the Green Redmond Partnership. You gave your expertise and perspective on the newly formed [Environmental Sustainability Advisory Committee](#) to advise ESAP implementation efforts. You signed up for new programs like the [front porch recycling pickup](#), [the Redmond Climate Action Challenge](#) and [Adopt-a-Drain](#) programs, actively contributing to Redmond's climate and sustainability goals. Thank you for your dedication to this impactful work.

Explore Redmond's 2021 ESAP Annual Report and find ways you can get involved. Together, our efforts help create a healthy and thriving environment for all generations!

[Explore the 2021 Annual Report](#)



Energy Smart Eastside

Looking for a more efficient way to heat and cool your home? The Energy Smart Eastside campaign is helping community members on the Eastside install energy efficient heat pumps in their homes, and you could be next! **Receive a free site assessment, connect with pre-vetted installers, and receive a \$500 discount all by attending a free one-hour virtual**

workshop. With the new Inflation Reduction Act tax credits taking effect on January 1, we're launching more workshops into 2023 – now is the time to explore heat pump options with the Energy Smart Eastside campaign.

[Learn more and sign for a workshop](#)



Redmond Climate Action Challenge

The Redmond Climate Action Challenge launched almost a year ago, and during that time participants have taken action to prevent **62 tons of carbon dioxide** from entering the atmosphere. That's equivalent to saving more than 6,300 gallons of gas at the pump! Interested in helping the Redmond community

reach its goals by the end of 2022? Join the Redmond Climate Action Challenge today! You select the actions specific to your journey, track your progress, and watch your carbon footprint decline as you make changes at home.

How to Join the Climate Action Challenge

1. Go to the [Climate Action Challenge](#) and create an account.
2. Choose your actions.
3. Work together.
4. See your impact!

[Learn more about the challenge](#)



Adopt-a-Drain Celebrates a Successful First Year

October 1 marked the one-year anniversary of Redmond's Adopt-a-Drain program. 143 residents and businesses adopted 233 drains in the program's first year, helping to reduce pollution and flooding by taking 15-minutes twice a month to remove leaves and debris from storm drain grates.

Adopt a drain today!



FREE Sustainable Living Classes and Events

Join us for fun, free, interactive classes and workshops with live demonstrations on a variety of sustainability topics. Classes are free, but registration is required.

Sustainable Cleaning (virtual)

Thursday, Nov. 3, 12 – 1 p.m.

Learn how to choose safer cleaning products or how to make non-toxic cleaners at home.

Sustainable Living Game Night (in-person at the Redmond Library)

Wednesday, Nov. 9, 5 - 6 p.m.

Test your knowledge at a fun, action-packed Sustainable Living Game Night. All ages welcome. A parent or guardian must accompany children under 14.

Sustainable Kitchen (virtual)

Wednesday, Nov. 16, 7 – 8 p.m.

Learn how to buy, store, and cook foods to prevent waste. Class includes recipes for using food scraps.

Waste Free Giving (virtual)

Wednesday, Nov. 30, 7 – 8 p.m.

Learn tips and best practices for making more sustainable purchases just in time for the holidays.

Using Resources and Tools for Recycling or Disposing of Unusual Items (virtual)

Monday, Dec. 5, 7 – 8 p.m.

Familiarize yourself with a host of available tools for waste reduction, recycling, and disposal.

[Learn more and register for a class](#)



Redmond
WASHINGTON

Jenny Lybeck, Sustainability Program Manager

Email: jlybeck@redmond.gov

Website: redmond.gov/Environment

15670 NE 85th St, Redmond, WA 98052

P.O. Box 97010, Redmond, WA 98073

This email was sent to jlybeck@redmond.gov using GovDelivery Communications Cloud on behalf of: City of Redmond Washington · 15670 NE 85th Street · Redmond, WA 98073-9710



Jenny Lybeck

From: City of Redmond <Cityofredmond@public.govdelivery.com>
Sent: Tuesday, December 13, 2022 10:02 AM
To: Jenny Lybeck
Subject: Environmental Sustainability Newsletter - December 2022

CITY OF REDMOND Environmental Sustainability



**Washington Conservation Corps Crew Keeps Our
Environment Thriving**

In Redmond, we are fortunate to have a Washington Conservation Corps (WCC) crew making a tangible difference in our natural spaces. Since October, the crew has been hard at work completing important conservation projects throughout the city.

They recently cleared a quarter acre of invasive blackberries along Monticello Creek in Northeast Redmond and are now planting 250 trees and shrubs throughout the site to promote the continued ecological health of the creek. As for upcoming projects, the crew is excited to continue taking part in restoration efforts adjacent to the [Keller Farm Wetland Mitigation Bank](#) by planting 150 trees along Bear Creek.

Protecting and enhancing our City's natural systems is an important priority within the [Environmental Sustainability Action Plan \(ESAP\)](#), and the WCC crew are actively getting their hands dirty to ensure Redmond's current and future generations have access to clean air, water, and natural spaces. So, if you see the crew out working, make sure to show your appreciation!



FREE Styrofoam, Plastic Bag, and Holiday Lights Recycling Pickup

The City of Redmond is partnering with Ridwell to offer all Redmond residents the opportunity to recycle Styrofoam, holiday lights, plastic bags, and plastic film from your doorstep for free. Plastic film includes bubble wrap, some Amazon Prime shippers, clean Ziploc bags, and more.

This offer is open to all City of Redmond residents living in houses, condos, and apartments. It is currently unavailable for businesses, schools, or other organizations. You do not have to be a Ridwell member to participate.

The next free recycling pickups are scheduled for **January 7** and **21**.

Sign up here!



New Heat Pump Energy Code Requirements Support Redmond's ESAP Goals

Did you know that energy used in buildings currently accounts for over two-thirds of Redmond's greenhouse gas emissions? In a state-wide effort to reduce these building-related emissions, the Washington State Building Code Council recently ruled new buildings in Washington state will be [required to install energy-efficient heat pumps](#) for their heating and cooling needs beginning in July 2023. These new heat pump requirements will be instrumental in supporting progress towards our ESAP goals.

Want to take part in the heat pump transition?

Join the Energy Smart Eastside Campaign!

**Never pour fats,
oil, and grease
down the sink.**



FREE Cooking Oil Recycling

Used cooking oil should not be poured or washed down the drain as it can clog and damage pipes. Recycle your used cooking oil instead. The City of Redmond's free cooking oil collection tank for residents is located outside the Redmond Community Center at Marymoor Village, 6505 176th Ave NE, Redmond. This collection site is for cooking oil only. NO motor oil or other petroleum.



Electrification Incentives Coming in 2023

The Inflation Reduction Act (IRA), passed in August by Congress, is full of incentives to help you and your household go electric! New home energy rebates include up-front discounts, tax credits, and low-cost financing to support you as you make the transition to a more efficient, all-electric household. Tax credits will become available Jan. 1, 2023, so be sure to review the various offerings as

you plan your home energy upgrades. For more information, check out Rewiring America's [Savings Calculator](#) and [Guide to the Inflation Reduction Act](#). Be on the lookout for more IRA information coming soon!



Jenny Lybeck, Sustainability Program Manager

Email: jlybeck@redmond.gov

Website: redmond.gov/Environment

15670 NE 85th St, Redmond, WA 98052

P.O. Box 97010, Redmond, WA 98073

This email was sent to jlybeck@redmond.gov using GovDelivery Communications Cloud on behalf of: City of Redmond Washington · 15670 NE 85th Street · Redmond, WA 98073-9710





Memorandum

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-028

Type: Committee Memo

TO: Committee of the Whole - Parks and Environmental Sustainability

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

| | | |
|-------|-----------------|--------------|
| Parks | Loreen Hamilton | 425-556-2336 |
|-------|-----------------|--------------|

DEPARTMENT STAFF:

| | | |
|-------|-------------|--------------------------|
| Parks | Chris Weber | Cultural Arts Supervisor |
|-------|-------------|--------------------------|

TITLE:

Cultural Arts Programs/Projects

OVERVIEW STATEMENT:

An overview of the City of Redmond's Cultural Art program in 2022 and what is planned for 2023.

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

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
2017 Public Art Plan
Parks, Arts, Recreation, Culture & Conservation (PARCC) Plan
- **Required:**
Enter the city, state, or federal codes or laws that require this item to come before Council, or N/A.
- **Council Request:**
Enter the meeting and date when Council requested this information.
- **Other Key Facts:**
Enter any additional information to explain why this item is coming forward.

OUTCOMES:

The public art plan articulates an ambitious agenda for art integration and a clear vision of Redmond as a dynamic city where art is intrinsic to its vibrancy and character. Some of the programs that achieve this vision include:

- Poet Laureate programming plan
- Permanent and temporary public art projects

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-028

Type: Committee Memo

- Artist support and operational grants
- Public Art Intensive Eastside program
- New Items for 2023

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:

Enter the total cost of the proposal.

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

Budget Offer Number:

Enter the budget number from the adopted budget. If from a previous biennial budget, include the biennium too.

Budget Priority:

Vibrant & Connected

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

N/A

Funding source(s):

Arts Activity Fund 011

1% for Public Art

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

| Date | Meeting | Requested Action |
|------|---------|------------------|
|------|---------|------------------|

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-028

Type: Committee Memo

| | | |
|---|--|-----|
| Click and select a date, or click and press delete if none. | Item has not been presented to Council | N/A |
|---|--|-----|

Proposed Upcoming Contact(s)

| Date | Meeting | Requested Action |
|-----------|---|---------------------|
| 1/24/2023 | Committee of the Whole - Parks and Environmental Sustainability | Receive Information |

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

N/A



Memorandum

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-029

Type: Committee Memo

TO: Committee of the Whole - Parks and Environmental Sustainability

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

| | | |
|-------|-----------------|--------------|
| Parks | Loreen Hamilton | 425-556-2336 |
|-------|-----------------|--------------|

DEPARTMENT STAFF:

| | | |
|-------|-----------------|-----------------------------------|
| Parks | Zach Houvener | Recreation Business Manager |
| Parks | Nicole McDonald | Cultural Arts Program Coordinator |

TITLE:

Accept grant award of \$17,940 from the Washington Festivals and Events Association

OVERVIEW STATEMENT:

City staff is seeking approval from City Council to authorize the Mayor to accept the Washington Festivals and Events Grant in the amount of \$17,940 for 2022 Derby Days. The Washington Festivals & Events grant was designed to support events and festivals in communities with a population of 100,000 or less to offset the event revenue lost during 2020 & 2021.

☒ **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 needed for grant acceptance.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-029

Type: Committee Memo

While still a robust experience, Derby Days has made programmatic and process changes in order to build sustainability during this recovery phase. In order to meet the reduced budget for 2022's Derby Days, programming for the kids' zone was reduced, contracts were bundled and revised to incur less staffing needs for the City, programming areas were contracted out to vendors and partners, performances were reduced, and marketing and print collateral was limited. However, the current economic climate has resulted in a lessened impact for these efforts, and this grant plays an important role in helping the event meet its budgeting and sustainability goals while balancing community priorities.

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:

0000036

Budget Priority:

Vibrant and Connected

Other budget impacts or additional costs:

☐ Yes

☒ No

☐ N/A

If yes, explain:

N/A

Funding source(s):

Revenue would be to the 013 - Events Fund

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

| Date | Meeting | Requested Action |
|------|---------|------------------|
|------|---------|------------------|

Date: 1/24/2023

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File No. CM 23-029

Type: Committee Memo

| | | |
|-----|--|-----|
| N/A | Item has not been presented to Council | N/A |
|-----|--|-----|

Proposed Upcoming Contact(s)

| Date | Meeting | Requested Action |
|----------|------------------|------------------|
| 2/7/2023 | Business Meeting | Approve |

Time Constraints:

Acceptance is preferred as soon as possible after notification (December 13th, 2022)

ANTICIPATED RESULT IF NOT APPROVED:

Loss of grant funding

ATTACHMENTS:

List out attachments with the following format:

- Attachment A: City of Redmond - WFEA and ArtsWA Festival and Events Grant Application
- Attachment B: WFEA Award Letter
- Attachment C: City of Redmond Municipality Loss Statement Signed
- Attachment D: City of Redmond - Derby Days Financial Reports 2018-2022
- Attachment E: WFEA Agreement Redmond
- Attachment F: WFEA Agreement Exhibits

| | | |
|-------|---|--------------|
| Title | City of Redmond | 06/30/2022 |
| | by Nicole McDonald in WFEA and ArtsWA - Festival and Events Grant Program | id. 28020271 |
| | nmcDonald@redmond.gov | |

| | |
|-----------------------------|------------|
| WFEA Grant agreement | 12/21/2022 |
|-----------------------------|------------|

| | |
|------------------|---|
| UEI # | XK1UCKFKU3N9 |
| Address Question | 15670 NE 85th St Redmond WA 98052 US |

WFEA Grant agreement and additioanl doc upload link

[WFEA_Agreement_Redmond_Signed.pdf](#)

| | |
|--|------------|
| WFEA Document Deadline Reminder | 09/23/2022 |
|--|------------|

Hello! We are happy to be supporting you during these difficult times. Washington Festivals & Events Association (WFEA) and ArtsWA in partnership with Washington State Department of Commerce has completed an initial review of your application and provided you with an estimate of a grant amount. The next step is for us to review your tax documents to ensure they align with the information provided in your application. Please click the link below to return to your Submittable account. Upload your 990s or 1040s for 2019, 2020, and 2021 so we can verify your gross loss. If you are a municipality, use the second link below to upload the documents that were requested by the team at WFEA. Make sure your documents and file names include the name of your organization.

| | |
|-----------------------|---------------------|
| Upload 990s and 1040s | n/a |
|-----------------------|---------------------|

Municipalities Upload

[City_of_Redmond_--_Derby_Days_Financial_Reports_2018-2022.pdf](#)

What type of file are you uploading? **These are financial reports pulled for Derby Days 2018-2022**

[City_of_Redmond_Municipality_Loss_Statement_Signed.pdf](#)

What type of file are you uploading? **Signed Municipality Loss Statement**

Hello! We are happy to be supporting you during these difficult times. Washington Festivals & Events Association (WFEA) and ArtsWA in partnership with Washington State Department of Commerce has completed an initial review of your application and provided you with an estimate of a grant amount. The next step is for us to review your tax documents to ensure they align with the information provided in your application. Please click the link below to return to your Submittable account. Upload your 990s or 1040s for 2019, 2020, and 2021 so we can verify your gross loss. If you are a municipality, use the second link below to upload the documents that were requested by the team at WFEA. Make sure your documents and file names include the name of your organization.

Upload 990s and 1040s n/a

Municipalities Upload

[DD_2018_Cube_Report.pdf](#)

[DD_2019_Cube_Report.pdf](#)

[DD_2020_Cube_Report.pdf](#)

[DD_2021_Cube_Report.pdf](#)

[DD_2022_Cube_Report.pdf](#)

WFEA UEI or SAM # Aug 19, 2022 10:33 AM

08/24/2022

What is your UEI also know as SAM #? XK1UCKFKU3N9

WFEA Grant agreement

WFEA Document Deadline Reminder

Original Submission

06/30/2022

About Your Organization

Organization Name City of Redmond

Type of Organization city

Before funds can be issued, grant recipients will need to provide their Unique Business Identifier (UBI) number, Federal Employer Identification Number (EIN), and Unique Entity Identifier (UEI) number. We strongly encourage you to start getting these numbers if you do not have them. If you do have them, please provide them below. - To register for a UEI (SAM), you will first need to set up a SAM.gov account for your organization. Create an account or look up an existing account [here](#). To complete the UEI (SAM) record registration follow the steps outlined in the [Guide to Getting a Unique Entity ID](#) linked [here](#).

Organization Federal Employer Identification Number (EIN) **91-6001492**

Organization Unique Business Identifier (UBI) number **176000016**

Organization Unique Entity Identifier (UEI) number **XK1UCKFKU3N9**

Mailing Address for your organization **15670 NE 85th St
Redmond
WA
98052
US**

Contact Person **Zach Houvener**

Contact Phone **+14255562306**

Contact Email **zhouvener@redmond.gov**

Did your organization remain in operation in 2020 and 2021? **Yes**

Does your organization plan to remain in operation and producing events in 2022? **Yes**

About Your Festival or Event

Name of Festival or Event **Derby Days**

Festival or Event website **<https://www.redmond.gov/1138/Derby-Days>**

| | |
|--|---|
| Has your festival or event been held in your community for five or more years? | Yes |
| What were the date(s) of your last live completed event(s) pre-COVID? | July 12-13, 2019 |
| Was your live festival or event cancelled or modified at least once in 2020 and 2021? | Yes, 2020 Yes, 2021 |
| Will your 2022 festival or event be held: | Live (in-person) |
| Which description below best represents your 2022 festival or event? | Festival |
| What is/are or was/were the date(s) of your festival or event(s) in 2022. | July 8-9, 2022 |
| Select the size of your festival or event from the list below. | Small (Annual operating budget of less than \$250,000) |
| Where does your festival or event take place? | While the majority of the event takes place on or near Redmond's Municipal Campus, bike races and an arts festival are held in two additional locations across town. |
| Festivals and events funded by this program must be open to the public. Are all activities of your event open to the public? | Yes |

| | |
|--|--|
| Describe the outreach plan for your festival or event. How do you ensure all sectors of your community can participate? | <p>Derby Days has an extensive outreach plan that begins four months prior to the event. Earlier efforts include press releases, a dedicated website, business and organizational partner outreach, and a social media plan. As we've gotten closer to the event, we've increased the frequency of social media posts, placed posters and banners around town and in local businesses, and purchased digital ad space for a regional publication. We also utilized a mail service that sent a postcard notification to nearby businesses and residences. Recruitment for our community and business booths has resulted in a wide range of participants. Amongst the over sixty booths you can find local nonprofits, small businesses, and community groups. We concentrated on local restaurants and food trucks for our food vendors and worked with a local events producer to highlight regional music talent that will appeal to the diverse community here in Redmond. Residents themselves can register for several activities: bike races, a trail ride, the Derby Days Grand Parade, the Kids Bike Parade, the Derby Dash 5K, and the cornhole tournament. High school students can apply for the Derby Do-Gooder scholarship or take part in the Battle of the Bands. It is truly a city-wide effort to bring Derby Days to life each year.</p> |
| How does your festival or event welcome newcomers, and temporary/seasonal workers, and new residents in your community to participate or contribute? | <p>The City of Redmond has been in a period of population growth, making this year's Derby Days a first-time experience for many residents. In addition to having several entry points for participation highlighted by our outreach plan, there is a concerted effort year-round to ensure all residents feel a part of the community. Our communications team works to ensure the website is compatible with translation widgets, signage is regularly translated to our top languages, and a learning series implemented by our Diversity, Equity, and Inclusion Program Manager helps City Staff consider inclusivity in all areas of City work.</p> <p>Most importantly, Derby Days is free to attend. We've partnered with local transportation services to ensure a free shuttle from various places downtown, and event staff has worked to create a memorable experience for everyone that attends.</p> |
| How many artists, musicians, and performers does your festival or event hire? | 11-20 |
| How many workers does your festival or event hire? | 41-70 |
| How many vendors participate in your festival or event? | 101-200 |

How many spectators or participants do you anticipate for your 2022 event(s)?

more than 5000

Does your festival or event draw participants or spectators from out of town or your immediate area?

Yes, up to 10% from out of area

Financial Information

List the pandemic relief grants you have received.

[Pandemic Relief Awarded to Date.xlsx](#)

Loss Worksheet

[table 1 income.xlsx](#)

| | |
|-------------|--------------|
| 2020 Losses | 88033 |
|-------------|--------------|

| | |
|-------------|---------------|
| 2021 Losses | 102555 |
|-------------|---------------|

| | |
|--|--------------|
| How much are you requesting for your 2022 festival or event? | 35000 |
|--|--------------|

What do panelists need to know that will help them understand your request for funding?

A tradition dating back to 1939, Derby Days began as a bicycle race to raise money for holiday decorations. As the city has grown, so, too, has the event. There have only ever been two times in the event's history that didn't see Redmond come together for this annual festival: World War 2 and the COVID-19 pandemic. Prior to the pandemic, the City of Redmond's Parks & Recreation department annually produced three signature events. Two of those events were offered as virtual experiences in 2020 and the third pivoted to a month-long outdoor exhibition. In 2021 with the loss of event revenues and additional City budget cuts, the City made the difficult decision to cut one of the signature events in perpetuity, thereby making our remaining events and their success all the more important.

Derby Days is the City of Redmond's most popular and well-known signature event and is vital to our recovery of lost revenue. The City of Redmond currently faces a significant budget shortfall for 2023 and 2024. The financial results of this year's Derby Days event will impact decisions for future events budgeting including but not limited to full-time staff levels, program reductions for the event, and budgeting for other events held by the City.

While still a robust experience, Derby Days has made programmatic and process changes in order to build sustainability during this recovery phase. In order to meet the reduced budget for this year's Derby Days, programming for the kids zone was reduced, contracts were bundled and revised to incur less staffing needs for the City, programming areas were contracted out to vendors and partners, performances were reduced, and marketing and print collateral was severely limited. However, the current economic climate has resulted in a lessened impact for these efforts, and this grant plays an important role in helping the event meet its budgeting and sustainability goals while balancing community priorities.

Give us, as best you can, your estimated or actual revenue expectations for your 2022 festival or event.

[Estimated Income 2022.xlsx](#)

From the worksheet **12000**
above, enter the total
for Cash Income
(confirmed)

From the worksheet **184850**
above, enter the total
for Cash Income
(anticipated)

From the worksheet **20000**
above, enter the total
for In-kind Income
(anticipated)

From the worksheet **0**
above, enter the total
for In-kind Income
(confirmed)



**Washington Festivals &
Events Association**
1015 Georgiana St
Port Angeles, WA 98362
Phone: (360) 808-3204



City of Redmond Derby Days
zhouvener@redmond.gov

Congratulations!

Thank for your application to the WFEA and ARTSWA Festival and Events Grant Program. We are pleased to inform you that your application qualifies for an award of up to \$ 13,000.00.

Estimated award amounts were determined on number of applicants and total gross loss. Final award amount will be determined after review of your tax documents. You will need to submit tax documents, (990 or 1040), for 2019, 2020, and 2021 to verify your gross loss. If you are a municipality, we will contact you directly with back up document requirements. Uploads of back up documents will be accepted starting July 29, 2022. Instructions for uploading will be posted on ArtsWA's website (<https://www.arts.wa.gov/wfea/>).

Once we receive and review your back up documentation and SAM number, we will do a background check to assure your organization has not been disbarred; and upon successful review will issue an agreement for signature.

We are excited to support this organization in your efforts to resume your festival or event in 2022 and wish you high attendance.

Again congratulations,

Bruce Skinner
Executive Director
Washington Festivals & Events Association

Questions contact Rebecca Vitalis at rebeccan97@msn.com



Washington State
Department of
Commerce



WFEA Festivals and Events Grant Program

Cost Certification for Municipalities

I, [Malisa Files] as the [Chief Operating Officer of City of Redmond], certify that:

1. I have authority and approval from the governing body on behalf of the [City of Redmond] to accept proceeds from Washington Festivals and Events Association, ArtsWA, and the Department of Commerce for a Festivals and Events Grant initially funded by the American Rescue Plan Act of 2021, Section 9901 ("ARPA").
2. The Grant is intended to offset lost revenue due to the cancellation of event(s) in 2020 and/or 2021 because of the COVID-19 public health emergency.
3. The amount of revenue loss requested by the municipality due to the cancelled events is true and correct and supported by financial records and statements for City.
4. I understand that a duplication of benefits occurs when a person, household, government agency, or other entity receives financial assistance from multiple sources for the same purpose, and the total assistance received for that purpose exceeds the total need for assistance. Duplication of benefits also occurs when financial assistance is provided to a person or entity through a program to address losses and the person or entity has received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same losses from any other source (including insurance), and the total amount received exceeds the total need for those losses.
5. The Municipality may have separately received CLFR funds from either the U.S. Department of the Treasury or the State of Washington. Under ARPA, the Municipality may have used these CLFR funds for, among other things, the provision of government services to the extent of the Municipality's reduction in revenue due to the COVID-19 public health emergency.
6. The Municipality has not received, and will not receive, any other funding, whether federal, state, local or private in nature (including insurance), for the same revenue losses covered by the funds awarded from the WFEA Grant.

I hereby certify that I have read the above certification, and that the information and my statements provided herein by me are true and correct to the best of my knowledge, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document could subject my municipality to punishment under

federal, civil liability and/or in criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. And punishment under federal law.

Printed Name: Malisa Files

Signature:  DocuSigned by:
5D93498632E44CA...
Title: chief operating officer

Date: 9/8/2022

| 2022 | | 2019 | 2018 |
|--|---------------|---------------|---------------|
| REVENUE | | | |
| General Fund Transfer from City Budget | \$ - | \$ 40,000.00 | \$ 40,000.00 |
| Lodging Tax Transfer | \$ 50,000.00 | \$ 37,500.00 | \$ 37,500.00 |
| Criterium Registrations | \$ - | \$ 3,500.00 | \$ 3,500.00 |
| Carnival | \$ 26,000.00 | \$ 22,000.00 | \$ 15,600.00 |
| Grand Parade | \$ - | \$ 1,000.00 | \$ 1,200.00 |
| Beer/Wine Garden | \$ 7,000.00 | \$ 24,000.00 | \$ 19,500.00 |
| For- and Non- Profit Business Booths | \$ 12,000.00 | \$ 12,000.00 | \$ 13,950.00 |
| Food Vendor Booths | \$ 5,000.00 | \$ 4,800.00 | \$ 4,800.00 |
| Craft Market | \$ 4,900.00 | \$ - | \$ - |
| Monetary Sponsorship | \$ 66,000.00 | \$ 39,500.00 | \$ 44,000.00 |
| TOTAL REVENUE: | \$ 170,900.00 | \$ 184,300.00 | \$ 180,050.00 |
| EXPENSES | | | |
| | | | |
| External Staff and security | \$ 3,800.00 | \$ 21,500.00 | \$ 21,000.00 |
| Marketing | \$ 13,000.00 | \$ 26,000.00 | \$ 25,700.00 |
| Stage Entertainment | \$ 35,000.00 | \$ 42,000.00 | \$ 40,000.00 |
| Beer/Wine Garden | \$ - | \$ 14,000.00 | \$ 13,000.00 |
| Facepainting | \$ - | \$ 3,235.00 | \$ 3,235.00 |
| Photo Bus | \$ - | \$ 2,000.00 | \$ 2,000.00 |
| Photo Booth | \$ - | \$ 1,600.00 | \$ 1,468.15 |
| Game Lounge (VR dome 2019) | \$ - | \$ 1,282.50 | \$ 1,282.50 |
| Kids Craft | \$ - | \$ 1,500.00 | \$ 1,017.53 |
| Kids Zone Supplies | \$ - | \$ 300.00 | \$ 285.35 |
| Kids' Zone Activities | \$ 7,000.00 | \$ 2,003.00 | \$ 2,003.00 |
| Popsicle Giveaway | \$ - | \$ 750.00 | \$ 500.00 |
| Criterium | \$ - | \$ 14,000.00 | \$ 14,000.00 |
| Fireworks | \$ - | \$ 10,000.00 | \$ 10,000.00 |
| Drone Show | \$ 51,500.00 | \$ - | \$ - |
| Parades | \$ 6,000.00 | \$ 7,000.00 | \$ 7,000.00 |
| Electric Services | \$ 13,000.00 | \$ 3,905.00 | \$ 3,905.00 |
| Grand Event Rentals | \$ 22,000.00 | \$ 19,000.00 | \$ 14,453.96 |
| Other Rentals | \$ 3,500.00 | \$ 2,400.00 | \$ 2,400.00 |
| National Barricade | \$ 3,000.00 | \$ 9,412.70 | \$ 9,412.70 |
| Portable Restrooms | \$ 8,500.00 | \$ 3,368.00 | \$ 3,368.00 |
| Misc. | \$ 100.00 | \$ 2,000.00 | \$ 2,000.00 |
| TOTAL: | \$ 166,400.00 | \$ 187,256.20 | \$ 178,031.19 |
| | | | |
| TOTAL REVENUE | \$ 170,900.00 | \$ 184,300.00 | \$ 180,050.00 |
| TOTAL EXPENSES | \$ 166,400.00 | \$ 187,256.20 | \$ 178,031.19 |

2018 Derby Days Final

| | |
|--------------------------------------|------------------|
| Fund Name | All |
| Transaction date.Year - Month - Date | Calendar 2018 |
| Fund Number | 013 |
| NBU Number | 51801 |
| Fiscal Calendar Year | All |
| Posting type | (Multiple Items) |
| Fiscal period type | (Multiple Items) |
| Budget register entry status | Completed |
| Budget type | (Multiple Items) |

Thru Period
17 of 24
71%

| Community Events Fund - Derby Days | Budget | Actual | Variance | % Expended | % (over)/under expected |
|---|----------------|------------------|-----------------|-------------|-------------------------|
| Revenue | | | | | |
| Recreation - Community Events -Derby Days | | (110,164) | 110,164 | | |
| Revenue Total | | (110,164) | 110,164 | | |
| Expense | | | | | |
| Recreation - Community Events -Derby Days | 179,054 | 206,474 | (27,420) | 115% | -44% |
| Expense Total | 179,054 | 206,474 | (27,420) | 115% | -44% |

2019 Derby Days Final

| | |
|--------------------------------------|------------------|
| Fund Name | All |
| Transaction date.Year - Month - Date | Calendar 2019 |
| Fund Number | 013 |
| NBU Number | 51801 |
| Fiscal Calendar Year | All |
| Posting type | (Multiple Items) |
| Fiscal period type | (Multiple Items) |
| Budget register entry status | Completed |
| Budget type | (Multiple Items) |

Thru Period
17 of 24
71%

| Community Events Fund - Derby Days | Budget | Actual | Variance | % Expended | % (over)/under expected |
|---|-----------------|------------------|-----------------|-------------|-------------------------|
| Revenue | | | | | |
| Recreation - Community Events -Derby Days | (45,000) | (102,555) | 57,555 | 228% | -157% |
| Revenue Total | (45,000) | (102,555) | 57,555 | 228% | -157% |
| Expense | | | | | |
| Recreation - Community Events -Derby Days | 139,176 | 165,196 | (26,020) | 119% | -48% |
| Expense Total | 139,176 | 165,196 | (26,020) | 119% | -48% |

2020 Derby Days Final

| | |
|--------------------------------------|------------------|
| Fund Name | All |
| Transaction date.Year - Month - Date | Calendar 2020 |
| Fund Number | 013 |
| NBU Number | 51801 |
| Fiscal Calendar Year | All |
| Posting type | (Multiple Items) |
| Fiscal period type | (Multiple Items) |
| Budget register entry status | Completed |
| Budget type | (Multiple Items) |

Thru Period
17 of 24
71%

| Community Events Fund - Derby Days | Budget | Actual | Variance | % Expended | % (over)/under expected |
|---|-----------------|-----------------|-----------------|------------|-------------------------|
| Revenue | | | | | |
| Recreation - Community Events -Derby Days | (46,000) | (14,522) | (31,478) | 32% | 39% |
| Revenue Total | (46,000) | (14,522) | (31,478) | 32% | 39% |
| Expense | | | | | |
| Recreation - Community Events -Derby Days | 25,223 | 8,333 | 16,890 | 33% | 38% |
| Expense Total | 25,223 | 8,333 | 16,890 | 33% | 38% |

2021 Derby Days Final

| | |
|--------------------------------------|------------------|
| Fund Name | All |
| Transaction date.Year - Month - Date | Calendar 2021 |
| Fund Number | 013 |
| NBU Number | 51801 |
| Fiscal Calendar Year | All |
| Posting type | (Multiple Items) |
| Fiscal period type | (Multiple Items) |
| Budget register entry status | Completed |
| Budget type | (Multiple Items) |

Thru Period
17 of 24
71%

| Community Events Fund - Derby Days | Budget | Actual | Variance | % Expended | % (over)/under expected |
|---|-----------------|-------------|-----------------|------------|-------------------------|
| Revenue | | | | | |
| Recreation - Community Events -Derby Days | (76,665) | (67) | (76,598) | 0% | 71% |
| Revenue Total | (76,665) | (67) | (76,598) | 0% | 71% |
| Expense | | | | | |
| Recreation - Community Events -Derby Days | 103,314 | | 103,314 | 0% | 71% |
| Expense Total | 103,314 | | 103,314 | 0% | 71% |

2022 Derby Days Final

| | |
|--------------------------------------|------------------|
| Fund Name | All |
| Transaction date.Year - Month - Date | Calendar 2022 |
| Fund Number | 013 |
| NBU Number | 51801 |
| Fiscal Calendar Year | All |
| Posting type | (Multiple Items) |
| Fiscal period type | (Multiple Items) |
| Budget register entry status | Completed |
| Budget type | (Multiple Items) |

Thru Period
17 of 24
71%

| Community Events Fund - Derby Days | Budget | Actual | Variance | % Expended | % (over)/under expected |
|---|------------------|------------------|-----------------|-------------|-------------------------|
| Revenue | | | | | |
| Recreation - Community Events -Derby Days | (153,335) | (137,882) | (15,453) | 90% | -19% |
| Revenue Total | (153,335) | (137,882) | (15,453) | 90% | -19% |
| Expense | | | | | |
| Recreation - Community Events -Derby Days | 106,523 | 168,768 | (62,245) | 158% | -88% |
| Expense Total | 106,523 | 168,768 | (62,245) | 158% | -88% |

**Washington Festivals & Events Association (WFEA), ArtsWA, and
Washington Department of Commerce**

Festival & Events Grant Program

Grant Beneficiary Agreement

Beneficiary Name: City of Redmond Derby Days

Beneficiary FEIN: 91-6001492

Beneficiary UEI: XK1UCKFKU3N9

CFDA: 11.307

Grant Amount: \$17,940

Grant Purpose: Reimbursement for 2020/2021 Gross Revenue Losses

Agreement Period: From 1/1/2022 To 12/31/2022

This Grant Beneficiary Agreement ("Agreement") is made by and between Washington Festivals and Events Association, (WFEA), and the Beneficiary to set forth the terms and conditions under which WFEA will provide a grant to Beneficiary.

Revenue Loss-Based Grant: This grant is a one-time economic impact payment to mitigate financial hardship due to COVID-19. Grant funds may be applied to support payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other non-capital operating costs. Grant funds may not be applied to expenses incurred from lobbying or to gambling businesses, residential builders, speculative real estate investors, federally prohibited businesses such as a marijuana business, or sexually oriented businesses. Beneficiary is not required to report grant expenditures to WFEA.

1. Scope of Eligible Expenditures. Grant funds must be used to pay or reimburse eligible expenditures as described in the "Federal Terms" (Exhibit 1). No grant funds may be used to pay or reimburse costs for which Beneficiary has received other funding, whether state, federal or private in nature, for same cost and as certified in application for funds.

2. Beneficiary Responsibilities. Beneficiary understands and agrees that funds provided under this Agreement may only be used in compliance with section 603(c) of the Social Security Act ("the Act"), as added by section 9901 of the American Rescue Plan Act ("ARPA"), the U.S. Department of Treasury's ("Treasury's") regulations implementing that section, guidance issued by Treasury regarding the foregoing, and any other applicable

federal statutes, regulations, executive orders, or interpretive guidance, including those described in the "Federal Terms" (Exhibit 1).

3. Beneficiary Certifications. Prior to any disbursement of funds authorized by this Agreement, Beneficiary shall provide WFEA with: Tax and or fiscal documentation to support a gross loss and a signed agreement.

4. Maintenance of and Access to Records. Beneficiary shall maintain all records and accounts with respect to all matters covered by this Agreement, including personnel, property, financial, and programmatic records, and documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing. These records shall be maintained for a period of six (6) years after all funds have been expended or returned to WFEA, whichever is later, to ensure proper accounting for all funds and compliance with the Agreement. WFEA, the Treasury Office of Inspector General, and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Beneficiary to conduct audits or other investigations. Beneficiary acknowledges that records may be subject to disclosure under the Public Records Act, Ch. 42.56 RCW.

5. Disclaimer by WFEA, the Washington Department of Commerce and United States. The United States has expressly disclaimed any and all responsibility or liability to WDC, WFEA or third persons for the actions of WFEA or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of the award of Federal funds to WFEA under section 603(c) of the Act, or any contract or subcontract under such award. WFEA expressly disclaims any and all responsibility or liability to Beneficiary or third persons for the actions of Beneficiary or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this Agreement or any other losses resulting in any way from the performance of the Agreement, or any subcontract thereto. This Agreement does not in any way establish an agency relationship between or among the United States, the Washington Department of Commerce, WFEA, and/or Beneficiary.

6. False Statements. Beneficiary understands that making false statements or claims in connection with this Agreement may be a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

7. Debarment and Suspension Certification. Entities that are debarred, suspended, or proposed for debarment, by the U.S. Government are excluded from receiving federal funds and contracting with WFEA for this grant. Beneficiary, by signature to this Agreement, certifies that Beneficiary is not currently debarred, suspended, or proposed for debarment, by any Federal department or agency. Beneficiary also agrees that it will not enter into a subcontract with a person or entity that is debarred, suspended, or proposed for debarment. Beneficiary will notify the WFEA if it, or a subcontractor, is debarred, suspended, or proposed for debarment, by any Federal department or agency. Debarment status may be verified at <https://www.sam.gov/>.

8. Termination. Upon seven (7) days-notice, WFEA may terminate this agreement for convenience. Any unspent grant proceeds shall be immediately returned to WFEA.

9. Repayment of Funds; Recoupment. If Beneficiary has unspent grant proceeds on hand as of December 31, 2023. Beneficiary shall return all unspent grant proceeds to WFEA within ten (10) calendar days. If any funds provided to Beneficiary were used in a manner that is not consistent or allowable as outlined in this Agreement or in the Federal Terms, Beneficiary shall return funds to WFEA in the amount determined to be ineligible. Beneficiary further agrees that it is financially responsible for and will repay WFEA any and all indicated amounts following an audit exception which occurs due to Beneficiary's failure, for any reason, to comply with the terms of this Agreement. This duty to repay WFEA shall not be diminished or extinguished by the termination of the Agreement.

10. Governing Laws. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

11. Indemnification. To the maximum extent permitted by law, Beneficiary shall, at its cost and expense, protect, defend, indemnify, and hold harmless WFEA, its directors, officers, employees, and agents, from and against any and all demands, liabilities, causes of action, costs and expenses (including attorneys' fees), claims, judgments, or awards of damages, arising out of or in any way resulting from the acts or omissions of Beneficiary, its directors, officers, employees, or agents, relating in any way to Beneficiary's performance or non-performance under the Agreement. Beneficiary agrees that its obligations under this paragraph extend to any demands, liabilities, causes of action, or claims brought by, or on behalf of, any of its employees or agents. For this purpose, Beneficiary, by mutual negotiation, hereby waives, as respects WFEA only, any immunity that would otherwise be available against such claims under any industrial insurance act, including Title 51 RCW, other Worker's Compensation act, disability benefit act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case

of such claim. These indemnification obligations shall survive the termination of the Agreement.

Bruce Skinner
Executive Director Washington Festivals
and Events Association
Signature: _____
Date: _____

(Name) Malisa Files
(Title) chief operating officer
(Title)
Signature: 
Date: 12/21/2022

Exhibits

1 – Federal Terms

Grant Beneficiary Agreement – FEDERAL TERMS – Exhibit 1

In case of conflict between these Federal Terms and the Agreement, the following order of priority shall be utilized: (1) Federal Terms, and (2) Agreement.

1. **Beneficiary understands and agrees** that funds provided under this Agreement may come from a federal source and agrees to comply with any and all additional applicable terms.
 - A. **Compliance with Act.** Beneficiary understands and agrees that funds provided under the Agreement may only be used in compliance with section 603(c) of the Social Security Act (the “Act”), as added by section 9901 of the American Rescue Plan Act (“ARPA”), the U.S. Department of Treasury’s (“Treasury’s”) regulations implementing that section, and guidance issued by Treasury regarding the foregoing, as well as other applicable federal statutes, regulations, executive orders, and interpretive guidance.
 - B. **Definitions.** The term “Beneficiary” shall refer to an individual or entity who receives funds from WFEA as an end user to respond to the negative impacts of COVID-19 on that individual or entity but shall not include a “Subrecipient” or a “Contractor” as defined in 2 C.F.R. 200.1.
2. **Agreement Requirements and Exhibits.** Beneficiary shall meet the requirements included in the Agreement and in the attached exhibits.
 - A. **Scope of Eligible Expenditures.** Grant funds may only be used to pay or reimburse eligible expenditures as described in the Agreement and these Federal Terms (Exhibit 1). Costs cannot be used for costs for which Beneficiary has received any other funding, whether state, federal or private in nature, for that same cost and as certified in application for funds.
 - B. **Beneficiary Certifications.** Prior to any disbursement of funds authorized by this Agreement, Beneficiary shall provide WFEA with: A signed agreement.
 - C. **Reports.** Beneficiary shall provide WFEA with additional information and documentation upon request, including completing a final survey and any follow up deemed necessary for WFEA to comply with documentation, reporting, or audit requirements.
 - D. **Access to Records.** The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Beneficiary in order to conduct audits or other investigations.
3. **Uniform Guidance Compliance.**
 - A. **Remedial Actions.** In the event of Beneficiary’s noncompliance with section 603(c) of the Act, Treasury’s regulations implementing that section, guidance issued by Treasury regarding the foregoing, or any other applicable federal laws or regulations, Treasury may take available remedial actions as set forth in 2 C.F.R. 200.339.
 - B. **Recoupment.**
 1. Beneficiary agrees that it is financially responsible for and will repay WFEA any and all indicated amounts following an audit exception which occurs due to Beneficiary’s failure, for any reason, to comply with the terms of the Agreement. This duty to repay WFEA shall not be diminished or extinguished by the termination of the Agreement.

2. In the event of a violation of section 603(c) of the Act, the funds shall be subject to recoupment by WFEA.
 3. Any funds paid to Beneficiary (1) in excess of the amount to which Beneficiary is authorized to retain under the terms of the Agreement; (2) that are determined by the Treasury Office of Inspector General to have been misused; (3) are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act; or (4) are otherwise subject to recoupment by WFEA, and have not been repaid by Beneficiary to WFEA shall constitute a debt to WFEA.
 4. Any debts determined to be owed WFEA must be paid promptly by Beneficiary. A debt is delinquent if it has not been paid by the date specified in WFEA's initial written demand for payment, unless other satisfactory arrangements have been made or if WFEA knowingly or improperly retains funds that are a debt. WFEA will take any actions available to it to collect such a debt.
 - C. Return of Unused Funds. If Beneficiary has any unspent funds on hand as of the earlier of December 31, 2023, or the termination of this Agreement, Beneficiary shall return all unspent funds to WFEA within ten (10) calendar days.
4. Disclaimer.
- A. The United States expressly disclaims any and all responsibility or liability to Beneficiary or third persons for the actions of Beneficiary or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this grant or any contract, or subcontract under this grant.
 - B. The acceptance of this grant by Beneficiary does not in any way establish an agency relationship between the United States and Beneficiary.
5. Protection for Whistleblowers.
- A. In accordance with 41 U.S.C. § 4712, Beneficiary may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
 - B. The list of persons and entities referenced in the paragraph above includes the following:
 1. A member of Congress or a representative of a committee of Congress;
 2. An Inspector General;
 3. The Government Accountability Office;
 4. A Treasury employee responsible for contract or grant oversight or management;
 5. An authorized official of the Department of Justice or other law enforcement agency;
 6. A court or grand jury; or

7. A management official or other employee of Beneficiary, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
 - C. Beneficiary shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.
6. **Increasing Seat Belt Use in the United States.** Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Beneficiary is encouraged to adopt and enforce on-the-job seat belt policies and programs for its their employees when operating company-owned, rented or personally owned vehicles.
7. **Reducing Text Messaging While Driving.** Pursuant to Executive Order 13513, 74 FR 51225 (October 6, 2009), Beneficiary is encouraged to adopt and enforce policies that ban text messaging while driving, and to establish workplace safety policies to decrease accidents caused by distracted drivers
8. **False Statements.** Beneficiary understands that making false statements or claims in connection with this Agreement may be a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal or county awards or contracts, and/or any other remedy available by law.
9. **Applicable Laws.**
 - A. The Agreement shall be governed by and construed in accordance with the laws of the State of Washington.
 - B. Beneficiary agrees to comply with the requirements of section 603 of the Act, the Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing. Beneficiary also agrees to comply with all other applicable federal statutes, regulations, executive orders, and interpretive guidance, and Beneficiary shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this Agreement.
 - C. Federal regulations applicable to this grant may include, without limitation, the following:
 1. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, including the following:
 - a. Subpart A, Acronyms and Definitions;
 - b. Subpart B, General Provisions;
 - c. Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards;
 - d. Subpart D, Post-Federal Award Requirements;
 - e. Subpart E, Cost Principles;
 - f. Subpart F, Audit Requirements; and
 - g. All Appendices thereto.
 2. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.

3. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
4. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
5. Beneficiary Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
6. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
7. New Restrictions on Lobbying, 31 C.F.R. Part 21.
8. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
9. Generally applicable federal environmental laws and regulations.
- D. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
 1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's Implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;
 2. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
 3. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
 4. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 5. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
- E. Hatch Act. Beneficiary agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limits certain political activities of federal employees, as well as certain other employees who work in connection with federally funded programs.
- F. Beneficiary agrees to comply with the Prohibition on Providing Funds to the Enemy (2 C.F.R. 183)



Memorandum

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-035

Type: Committee Memo

TO: Committee of the Whole - Parks and Environmental Sustainability

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

| | | |
|--------------|-----------------|--------------|
| Parks | Loreen Hamilton | 425-556-2336 |
| Public Works | Aaron Bert | 425-556-2733 |

DEPARTMENT STAFF:

| | | |
|--|-------------------|--------------------|
| Public Works | Eric Dawson | Senior Engineer |
| Click and select a department from the list. | Enter staff name. | Enter staff title. |

TITLE:

Redmond Senior & Community Center Update

OVERVIEW STATEMENT:

Staff will present an update on the Redmond Senior & Community Center project including construction progress, budget update, and timeline for completion.

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

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - Envision Redmond Senior Center Building Stakeholders Report March 2020
 - Redmond Community Strategic Plan
 - 2017 Community Priorities for the Future of Redmond's Community Centers Report
 - Redmond Comprehensive Plan
 - Redmond Parks, Arts, Recreation, Culture, and Conservation (PARCC) Plan
 - Redmond Facilities Strategic Management Plan
 - 2017-2022 Redmond Capital Investment Program (CIP). Redmond Zoning Code 21.10.070B
- **Required:**

City Comprehensive Plan: FW-23, CC-12, PR-19, PR-35, PR-36, PR-37, PR-38, UC-19, UC-20, DT-12, and DT-15, Redmond Zoning Code-RZC 21.10.070B
- **Council Request:**

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-035

Type: Committee Memo

On July 20, 2021, Council provided direction to proceed with the design and construction of the Redmond Senior & Community Center at a total cost of \$44 million. The current budget of \$58 million was adopted in the 2023-2024 budget.

- **Other Key Facts:**

N/A

OUTCOMES:

Inform City Council on the progress of the Redmond Senior & Community Center.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

See Attachment A - Community and Stakeholder Outreach and Involvement

- **Outreach Methods and Results:**

See Attachment A - Community and Stakeholder Outreach and Involvement

- **Feedback Summary:**

See Attachment A - Community and Stakeholder Outreach and Involvement

BUDGET IMPACT:

Total Cost:

The City Council approved a total project budget of \$58 million for the design and construction of the Redmond Senior & Community Center.

Approved in current biennial budget:

☒ **Yes**

☐ **No**

☐ **N/A**

Budget Offer Number:

CIP

Budget Priority:

Infrastructure, Healthy and Sustainable, Vibrant and Connected

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):

CIP - \$187,000

General Fund Surplus - \$13.465 million

Park Impact Fees - \$14.498 million

REET - \$12.100 million

Councilmanic Bonds - \$16 million

King County Parks Levy Grant - \$500,000

State Capital Grant - \$1.25 million

Date: 1/24/2023**Meeting of:** Committee of the Whole - Parks and Environmental Sustainability**File No.** CM 23-035**Type:** Committee Memo

Budget/Funding Constraints:

The City Council approved a total project budget of \$48 million on February 15, 2022. Councilmanic Bonds were issued with City Council approval in May 2022. Construction has commenced and costs have continued to be high due to a volatile market and inflation. Based on the bids received to date, this project cannot be completed for \$48 million.

☐ **Additional budget details attached**

COUNCIL REVIEW:**Previous Contact(s)**

| Date | Meeting | Requested Action |
|------------------|--|--|
| See Attachment B | Click and select a meeting from the dropdown menu. | Click and select an action from the dropdown menu. |

Proposed Upcoming Contact(s)

| Date | Meeting | Requested Action |
|------|---------|------------------|
|------|---------|------------------|

Time Constraints:

This project continues to run on a tight timeline and will continue briefing City Council regularly.

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

Attachment A - Community and Stakeholder Outreach and Involvement

Attachment B - Council Review Previous Contacts

Redmond Senior and Community Center Update
Attachment A – Community/Stakeholder Outreach and Involvement

- **Timeline (previous or planned)**

| | |
|-------------------|--|
| 01/09/2020 | Stakeholder Conference Call |
| 01/15/2020 | Public Meeting - Facilitated by EnviroIssues and Patano |
| 01/16/2020 | Lunch Briefing with Seniors |
| 01/23/2020 | Public Meeting - Facilitated by EnviroIssues and Patano |
| 02/06/2020 | RYPAC Senior Center Discussion |
| 02/10/2020 | Community Centers Open House - Facilitated by Patano |
| 02/24/2020 | Stakeholder Meeting #1 - Facilitated by EnviroIssues |
| 03/05/2020 | Stakeholder Meeting #2 - Facilitated by EnviroIssues |
| 12/14/2020 | Project Update for Stakeholder Group and “Meet and Greet” with Architect Team |
| 01/11/2021 | Project Stakeholder Group Meeting #1 |
| 01/25/2021 | Project Stakeholder Group Meeting #2 |
| 02/01/2021 | Outreach to Local Businesses, Nonprofits, Partners, Organizations, Community Members, BIPOC Communities, etc., Leading Up to Public Meetings |
| 02/17/2021 | First Online Questionnaire Launches (Closed On 03/10/2021) |
| 02/24/2021 | Virtual Public Meeting #1 (Senior Focused Daytime & General Public Evening) |
| 03/01/2021 | Outreach to Local Businesses, Nonprofits, Partners, Organizations, Community Members, BIPOC Communities, etc., Leading Up to Public Meetings |
| 03/01/2021 | Project Stakeholder Group Meeting #3 |
| 03/22/2021 | Project Stakeholder Group Meeting #4 |
| 03/24/2021 | Virtual Public Meeting #2 (Senior Focused Daytime & General Public Evening) |
| 03/24/2021 | Second Online Questionnaire Launches (Closed on 04/03/2021) |
| 05/24/2021 | Project Stakeholder Group Meeting #5 |
| 06/14/2021 | Project Stakeholder Group Meeting #6 |
| 10/11/2021 | Project Stakeholder Group Meeting #7 |
| 11/15/2021 | Project Stakeholder Group Meeting #8 |
| 01/10/2022 | Project Stakeholder Group Meeting #9 |
| 02/28/2022 | Project Stakeholder Group Meeting #10 |
| Monthly Briefings | Parks and Trails Commission |
| Monthly Briefings | Arts and Culture Commission |
| Monthly Briefings | Senior Advisory Committee |

Redmond Senior and Community Center Update
Attachment B – Council Review Previous Contacts

| Date | Meeting | Requested Action |
|-------------|--|-------------------------|
| 09/17/2019 | Business Meeting | Receive Information |
| 12/03/2019 | Business Meeting | Receive Information |
| 02/11/2020 | Study Session | Receive Information |
| 02/25/2020 | Committee of the Whole - Finance, Administration, and Communications | Receive Information |
| 03/03/2020 | Committee of the Whole - Parks and Human Services | Receive Information |
| 06/02/2020 | Committee of the Whole - Parks and Human Services | Receive Information |
| 06/23/2020 | Study Session | Receive Information |
| 07/07/2020 | Committee of the Whole - Parks and Human Services | Receive Information |
| 07/28/2020 | Study Session | Receive Information |
| 08/04/2020 | Committee of the Whole - Parks and Human Services | Receive Information |
| 08/11/2020 | Committee of the Whole - Planning and Public Works | Provide Direction |
| 09/01/2020 | Committee of the Whole - Parks and Human Services | Provide Direction |
| 09/15/2020 | Business Meeting | Approve |
| 10/22/2020 | Special Meeting | Approve |
| 12/01/2020 | Committee of the Whole - Parks and Human Services | Receive Information |
| 01/05/2021 | Committee of the Whole - Parks and Human Services | Approve |
| 01/19/2021 | Business Meeting | Approve |
| 02/09/2021 | Committee of the Whole - Planning and Public Works | Approve |
| 02/16/2021 | Business Meeting | Approve |
| 03/09/2021 | Study Session | Receive Information |
| 04/06/2021 | Committee of the Whole - Parks and Human Services | Receive Information |
| 04/20/2021 | Business Meeting | Approve |
| 05/04/2021 | Committee of the Whole - Parks and Human Services | Receive Information |
| 06/01/2021 | Committee of the Whole - Parks and Human Services | Receive Information |
| 06/22/2021 | Study Session | Receive Information |
| 07/06/2021 | Business Meeting | Receive Information |
| 07/20/2021 | Business Meeting | Approve |
| 08/24/2021 | Committee of the Whole - Finance, Administration, and Communications | Receive Information |
| 09/07/2021 | Committee of the Whole - Parks and Human Services | Receive Information |
| 09/14/2021 | Committee of the Whole - Planning and Public Works | Provide Direction |
| 09/21/2021 | Business Meeting | Approve |
| 10/05/2021 | Committee of the Whole – Parks and Human Services | Receive Information |
| 10/26/2021 | Study Session | Receive Information |
| 11/01/2021 | Business Meeting | Approve |
| 01/25/2022 | Committee of the Whole – Parks and Environmental Sustainability | Receive Information |
| 02/01/2022 | Business Meeting | Receive Information |
| 02/15/2022 | Business Meeting | Approve |

| | | |
|------------|---|---------------------|
| 02/22/2022 | Committee of the Whole – Parks and Environmental Sustainability | Receive Information |
| 03/01/2022 | Business Meeting | Approve |
| 03/08/2022 | Study Session | Provide Direction |
| 03/22/2022 | Committee of the Whole – Parks and Environmental Sustainability | Receive Information |
| 04/05/2022 | Business Meeting | Approve |
| 05/03/2022 | Committee of the Whole – Parks and Environmental Sustainability | Receive Information |
| 07/26/2022 | Committee of the Whole – Parks and Environmental Sustainability | Receive Information |
| 08/16/2022 | Business Meeting | Receive Information |
| 08/23/2022 | Business Meeting | Receive Information |



Memorandum

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-031

Type: Committee Memo

TO: Committee of the Whole - Parks and Environmental Sustainability

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

| | | |
|------|----------------------------|--------------|
| Fire | Adrian Sheppard-Fire Chief | 425-305-9196 |
|------|----------------------------|--------------|

DEPARTMENT STAFF:

| | | |
|------|-----------------|-------------------------|
| Fire | Micheal Despain | Interim Deputy Director |
|------|-----------------|-------------------------|

TITLE:

Budget Amendment and Approval to Purchase an Electric Fire Engine

OVERVIEW STATEMENT:

The Fire Department has been tentatively awarded a grant by the Washington Department of Ecology for the purchase of an electric Fire Engine and the supporting electrical charging infrastructure.

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

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
City of Redmond - Environmental Sustainability Action Plan (ESAP) - September 2020
Redmond Fire Department - Strategic Plan 2022-2027
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
None

OUTCOMES:

An electric fire engine will help achieve the City's goals in terms of lowering our use of fossil fuels, our production of CO2 within our fleet, and lowering routine maintenance cost for the Fire Department.

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-031

Type: Committee Memo

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:

2,348,618.93 - City of Redmond 65% matching funds = \$1,526,602.30

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:

Fuel and maintenance savings

Funding source(s):

General Fund

Budget/Funding Constraints:

Funding must be approved by February 15, 2023, although approximately \$300,000 will be spent this biennium. The balance will be expended around June 2025 due to long lead times needed to build fire engines.

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

| Date | Meeting | Requested Action |
|------|--|-------------------|
| N/A | Item has not been presented to Council | Provide Direction |

Proposed Upcoming Contact(s)

| Date | Meeting | Requested Action |
|-----------|---|-------------------|
| 2/21/2023 | Committee of the Whole - Public Safety and Human Services | Provide Direction |

Date: 1/24/2023

Meeting of: Committee of the Whole - Parks and Environmental Sustainability

File No. CM 23-031

Type: Committee Memo

| | | |
|----------|------------------|---------|
| 3/7/2023 | Business Meeting | Approve |
|----------|------------------|---------|

Time Constraints:

Funding must be approved by February 15, 2023.

ANTICIPATED RESULT IF NOT APPROVED:

Loss of available grant funding will delay the Fire Department's strategies to support the City of Redmond sustainability fleet goals.

ATTACHMENTS:

None