

City of Redmond



Agenda

Special Meeting Notice and Agenda

Monday, August 3, 2026

7:00 PM

City Hall: 15670 NE 85th St; or Listen at 510-335-7371

City Council

Mayor

Angela Birney

Councilmembers

Melissa Stuart, President

Angie Nuevacamina, Vice President

Jessica Forsythe

Vanessa Kritzer

Sayna Parsi

Vivek Prakriya

Menka Soni

REDMOND CITY COUNCIL

AGENDA SECTION TITLE REFERENCE GUIDE

Items From The Audience provides an opportunity for community members to address the Council regarding any issue. Speakers must sign their intention to speak on a sheet located at the entrance of the Council Chamber, and limit comments to **three minutes**.

The **Consent Agenda** consists of routine items for which a staff recommendation has been prepared, and which do not require further Council discussion. A council member may ask questions about an item before the vote is taken, or request that an item be removed from the Consent Agenda and placed on the regular agenda for more detailed discussion. A single vote is taken to approve all items remaining on the Consent Agenda.

Public Hearings are held to receive public comment on important issues and/or issues requiring a public hearing by state statute. Community members wishing to comment will follow the same procedure as for 'Items from the Audience', and may speak after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment. The Council then proceeds with its deliberation and decision making.

Staff Reports are presented to the Council by city staff on issues of interest to the Council which do not require Council action.

The **Ombudsperson Report** is made by the Councilmember who is serving as ombudsperson. The ombudsperson designation rotates among Council members on a monthly basis. She/he is charged with assisting community members in resolving issues with city services. The current ombudsperson is listed on the City Council webpage at www.redmond.gov/189/city-council.

The **Council Committees** are created to advise the Council as a whole. They consider, review, and make recommendations to the Council on policy matters in their work programs, as well as issues referred to them by the Council.

Unfinished Business consists of business or subjects returning to the Council for additional discussion or resolution.

New Business consists of subjects which have not previously been considered by Council and which may require discussion and action.

Ordinances are legislative acts or local laws. They are the most permanent and binding form of Council action and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after they are published in the City's official newspaper.

Resolutions are adopted to express Council policy or to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

Quasi-Judicial proceedings are either closed record hearings (each side receiving ten minutes maximum to speak) or public hearings (each speaker allotted three minutes each to speak). Proceedings are those in which the City Council determines the rights or privileges of specific parties (Council Rules of Procedure, Section IV., J).

Executive Sessions - all regular and special meetings of the City Council are open to the public except for executive sessions at which subjects such as national security, property acquisition, contract bid negotiations, personnel issues and litigation are discussed.

Redmond City Council Agendas, Meeting Videos, and Minutes are available on the City's Web Site:

<https://redmond.legistar.com/>

FOR ASSISTANCE AT COUNCIL MEETINGS FOR THE HEARING OR VISUALLY IMPAIRED:

Please contact the City Clerk's office at (425) 556-2194 one week in advance of the meeting.

For this meeting, the public can attend in person or listen live at 510-335-7371. No live streaming will be available.

AGENDA

ROLL CALL

I. SPECIAL ORDERS OF THE DAY

II. ITEMS FROM THE AUDIENCE

Members of the public may address the City Council for a maximum of three minutes per person. Please use the speaker sign-up sheet located at the entry of the City Hall Council Chambers available from 6:30 - 7 p.m. on the day of the meeting.

In the event of difficulty attending a meeting in person, please contact the City Clerk (cityclerk@redmond.gov) by 2 p.m. on the day of the meeting to provide written public comment (400-word limit - please label your comment as "Items from the Audience") or for the remote comment registration form.

III. CONSENT AGENDA

A. Consent Agenda

1. Approval of the Minutes: July 21, 2026, Regular and Special Meetings (recordings are available at Redmond.gov/rctv)

[Regular Meeting Minutes for July 21, 2026](#)

[Special Meeting Minutes for July 21, 2026](#)

2. Approval of Payroll/Direct Deposit and Claims Checks

[Payroll Approval Register, July 24, 2026](#)

[Council Payroll Approval Register, July 31, 2026](#)

[Check Approval Register, August 3, 2026](#)

3. [AM No. 26-120](#) Confirmation of Appointment of New Human Services Commission Member

Department: Executive

Legislative History

7/21/26

City Council

referred to the City Council Special Meeting

4. [AM No. 26-121](#) Adoption of Council Ground Rules for 2027-2028 Preliminary Budget Deliberations

Department: Finance

[Attachment A: Council Ground Rules for 2027-2028
Preliminary Budget Deliberations](#)

5. [AM No.
26-122](#) Approval of the 4Culture Art Grant

Department: Parks and Recreation

[Attachment A: 4Culture Grant Contract](#)

Legislative History

7/28/26	Committee of the Whole - Parks and Environmental Sustainability	referred to the City Council Study Session
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6. [AM No.
26-123](#) Approval of the Lake Washington School District
2026-2027 School Community Resource Officer Contract
Agreement

Department: Police

[Attachment A: 2026-2027 LWSD/Redmond MOU](#)
[Attachment B: LWSD Standard Operating Procedure
Manual](#)

Legislative History

7/21/26	Committee of the Whole - Public Safety and Human Services	referred to the City Council Special Meeting
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7. [AM No.
26-124](#) Approval of Pre-Membership in the Washington Cities
Insurance Authority (WCIA) and the Pre-Membership
Interlocal Agreement

Department: Finance

[Attachment A: Interlocal Pre-Membership Agreement](#)
[Attachment B: Appendix 172-26 Redmond](#)
[Attachment C: WCIA Interlocal Agreement](#)
[Attachment D: List of WCIA Members](#)
[Attachment E: WCIA Membership Overview to Redmond](#)
[Attachment F: Cost Comparison – Current Insurance
Structure vs. WCIA](#)
[Attachment G: Council Approval Timeline](#)

Legislative History

7/14/26 Committee of the Whole - referred to the City Council Special
Finance, Administration, Meeting
and Communications

8. [AM No. 26-125](#) Adoption of an Ordinance for Redmond Municipal Code Chapter 3.38 Multifamily Housing Property Tax Exemption Amendments, Regarding a 12-year Exemption Extension Program

a. Ordinance No. 3266: An Ordinance of the City of Redmond, Washington, Amending Chapter 3.38 of the Redmond Municipal Code to Implement 12-Year Exemption Extension Options, Providing for Severability, and Establishing an Effective Date

Department: Planning and Community Development

[Attachment A: Draft Ordinance](#)

[Attachment B: Discussion Matrix](#)

Legislative History

6/16/26 Committee of the Whole - referred to the City Council Study
Public Safety and Human Session
Services

7/28/26 City Council referred to the City Council Special
Meeting

9. [AM No. 26-126](#) Adoption of an Ordinance Establishing the 2026-27 Annual Comprehensive Plan Docket

a. Ordinance No. 3267: An Ordinance of the City of Redmond, Washington, Setting the Framework and Conducting Concurrent Review of the Cumulative Effect of All Proposed Amendments to the Redmond Comprehensive Plan and Related Amendments to the Redmond Zoning Code, for the 2026-27 Annual Comprehensive Amendment Review Docket, Including New and Amended Policies, Concurrent Zoning Amendments, and New and Amended Functional Plans

Department: Planning and Community Development

[Attachment A: Ordinance](#)

[Attachment B: Planning Commission Report](#)

Legislative History

7/7/26

Committee of the Whole -
Planning and Public Works

referred to the City Council Special
Meeting

B. Items Removed from the Consent Agenda

IV. HEARINGS AND REPORTS

A. Public Hearings

B. Reports

1. Staff Reports

2. Ombudsperson Report

July: Councilmember Parsi

August: Councilmember Prakriya

3. Committee Reports

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

VII. EXECUTIVE SESSION

A. Potential Litigation (RCW 42.30.110(1)(i)) - 20 Minutes

VIII. ADJOURNMENT



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 8/3/2026
Meeting of: City Council

File No. SPC 26-068
Type: Minutes

Approval of the Minutes: July 21, 2026, Regular and Special Meetings (recordings are available at Redmond.gov/rctv)

CALL TO ORDER

A Regular Meeting of the Redmond City Council was called to order by Mayor Birney at 7 p.m. The meeting was held in the Redmond City Hall Council Chambers.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Present: Councilmembers Forsythe, Kritzer, Nuevacamina, Parsi, Prakriya, Soni and Stuart

Absent: None

SPECIAL ORDERS OF THE DAY:

A. PRESENTATION: Cascade Water Alliance

Representatives from the Cascade Water Alliance provided a presentation to the Council.

B. PRESENTATION: VISION 2050 Award

The VISION 2050 Award was presented by a representative of the Puget Sound Regional Council.

ITEMS FROM THE AUDIENCE

Mayor Birney opened Items from the Audience at this time. The following persons spoke:

- Antje Ihlefeld and Cathrine Moya - need for tree code enforcement on weekends;
- Max Ruleman - free and open expression at the Old Firehouse Teen Center and regulations on signage;
- Wolfe Adriatico - concerns with AM No. 26-114 and should not contain content based regulations;
- Erin Hamilton - community survey provided at the last meeting regarding safety;
- Garrett Wilkes - high level of distrust with the use of Flock safety cameras;
- Dhruv Iyengar - need for reservations for public pickleball court usage; and
- David Morton - concerns with critical aquifer recharge areas in the Southeast Redmond Manufacturing and Industrial Center.

CONSENT AGENDA

MOTION: Councilmember Stuart moved to approve the Consent Agenda. The motion was seconded by Councilmember Nuevacamina.

VOTE: The motion to approve the Consent Agenda passed without objection (7-0).

1. Approval of the Minutes: July 7, 2026, Regular Meeting
2. Approval of Payroll/Direct Deposit and Claims Checks

#207195 through #207202
#1997 through #1998

\$17,220.59

#189168 through #189189
#207204 through #208050
#1999 through #2003

\$9,410,495.67

#19531 through #19810

\$588,590.32

3. AM No. 26-110: Award of Construction Contract to Earthworks Solutions, LLC, in the Amount of \$1,323,740, for the Willows Road Watermain Extension (NE 116th Street to NE 124th Street) Project, and Increase the Total Project Funding by \$264,000
4. AM No. 26-111: Approval of the Final Contract with Coast to Coast Turf LLC, in the Amount of \$1,595,835, and Acceptance of Construction for the Grass Lawn Multi-Use Field #1 and Hartman Park Baseball Infield Synthetic Turf Replacement Project
5. AM No. 26-112: Approval of a General Services Agreement with Technical Systems Inc. (TSI), in the Amount of \$2,409,370, for the Control System and Telemetry Upgrade Phase 4 Project
6. AM No. 26-113: Adoption of an Ordinance for the 2025-2026 Budget Adjustment #7

- a. Ordinance No. 3262: An Ordinance of the City Council of the City of Redmond, Washington, Amending Ordinance Nos. 3196, 3215, 3224, 3229, 3236, 3250, and 3252, by Making Adjustments to the City's 2025-2026 Biennial Budget, in Exhibit 1
- 7. AM No. 26-114¹: Adoption of an Ordinance for the Redmond Zoning Code Amendments Regarding Temporary Non-Commercial Signs
 - a. Ordinance No. 3263: An Ordinance of the City of Redmond, Washington, Amending Title 21 of the Redmond Municipal Code, known as the Redmond Zoning Code, Addressing Temporary Non-Commercial Signs, Providing for Severability, and Establishing an Effective Date
- 8. AM No. 26-115: Approval of the 2026-2028 Collective Bargaining Agreement between City of Redmond and Teamsters Local No. 117 Representing the Police Telecommunicator Employees in the Police Department
 - a. Ordinance No. 3264: An Ordinance of the City of Redmond, Washington, Amending Pay Plans "TC" and "TC-S," in Order to Set Salaries for Police Telecommunicator Employees Covered by the Teamsters Local Union No. 117 Bargaining Unit for the Year 2026; Providing for Severability and Establishing an Effective Date

Mayor Birney read the ordinance titles into the record.

ITEMS REMOVED FROM THE CONSENT AGENDA:

- 7. AM No. 26-114: Adoption of an Ordinance for the Redmond Zoning Code Amendments Regarding Temporary Non-Commercial Signs
 - a. Ordinance No. 3263: An Ordinance of the City of Redmond, Washington, Amending Title 21 of the Redmond Municipal Code, known as the Redmond Zoning Code, Addressing Temporary Non-Commercial Signs, Providing for Severability, and Establishing an Effective Date

¹ This item was removed from the Consent Agenda and addressed separately.

MOTION: Councilmember Forsythe moved to approve AM No. 26-114/Ordinance No. 3263. The motion was seconded by Councilmember Parsi.

Carol Helland, Director of Planning and Community Development, and Lauren Alpert, Senior Planner, responded to Councilmember inquiries.

VOTE: The motion to approve AM No. 26-114/Ordinance No. 3263 passed without objection (7-0).

HEARINGS AND REPORTS

Public Hearing

1. AM No. 26-116: Public Hearing for an Amended Interim Official Control Regulating Commercial Drone Land Uses and Adoption of an Ordinance Affirming the Amendment

a. Ordinance No. 3265: An Ordinance of the City of Redmond, Washington, Affirming an Interim Official Control to Amend Article I, Zone-Based Regulations, and Article VII, Definitions, of the Redmond Zoning Code to Establish Interim Regulations for Commercial Drone Land Uses, Affirming a Workplan, Updating Findings of Fact, Providing for Severability, and Establishing an Effective Date

Carol Helland, Director of Planning and Community Development, and Glenn Coil, Senior Planner, provided a report to the Council and responded to Councilmember inquiries.

Mayor Birney opened the public hearing. The following persons spoke:

- Adam Reineke - in support of commercial drone delivery, concerns with truck traffic to drone facilities, other jurisdictions can send drone deliveries into the City, lower carbon option, concerns with delivery drivers losing business;
- David Morton - in support of Ordinance No. 3265, and requested online community engagement, better definitions in the code, coordination with FAA and neighboring jurisdictions, and concerns with environmentally sensitive areas;

- Katie Kendall - representing Zipline, the goal in Redmond would be to effectively deliver to Redmond residents and would reduce car traffic, worked with City staff to understand their services, would like to continue to work with the City, and would like a temporary pilot program.

Mayor Birney closed the public hearing.

MOTION: Councilmember Stuart moved to approve AM No. 26-116/Ordinance 3265. The motion was seconded by Councilmember Kritzer.

Following Councilmember discussion,

VOTE: The motion to approve AM No. 26-116/Ordinance 3265 passed without objection (7-0).

Staff Reports

- a. AM No. 26-117: Tree Code Update to the Redmond Zoning Code (RZC)

Carol Helland, Director of Planning and Community Development, and staff, provided a report to the Council and responded to Councilmember questions.

- b. AM No. 26-118: Southeast Redmond Manufacturing and Industrial Center (MIC) Strategy Guide

Seraphie Allen, Deputy Director of Planning and Community Development, and staff, provided a report to the Council and responded to Councilmember questions.

Ombudsperson Reports

The following verbal ombudsperson reports were provided.

Councilmember Parsi reported receiving resident contacts regarding: renter protections; ALPR cameras; housing construction; Recology; Council meeting documents; and school supply donations.

Councilmember Forsythe reported receiving resident contacts regarding: heat advisory emails; ALPR cameras; sign code; drone as a first responder; and Derby Days.

Councilmember Stuart reported receiving resident contacts regarding: Derby Days; Meet Me at Marymoor event; Children's business fair; permanent supportive housing; Interim Official Control; public safety service levels; affordability; serving on boards/commissions; public art master plan; parks; and the next Council Conversations.

Councilmember Nuevacamina reported receiving resident contacts regarding: drone delivery; community resource officers; boards, commissions and Council seats; Derby Days; and a tour with Cascade Water Alliance.

Councilmember Soni reported receiving resident contacts regarding: Meet Me at Marymoor; immigration challenges; small business assistance; tenant protections; public safety; and a collision.

Councilmember Prakriya reported regarding: Maintenance and Operations Center tour and tenant protections.

Mayor Birney spoke regarding Meet Me at Marymoor and the World Cup.

Committee Reports

The following verbal committee reports were provided.

Councilmember Parsi provided a committee report:

- Eastside Transportation Partnership.

Councilmember Kritzer provided committee reports:

- OneRedmond Board;
- WRIA 8 Salmon Recovery Council; and
- Committee of the Whole - Finance, Administration, and Communications.

Councilmember Soni provided a committee report:

- Eastside Transportation Partnership.

Councilmember Prakriya provided committee reports:

- Tenant Protections Subcommittee;
- Committee of the Whole - Public Safety and Human Services; and
- Sound Cities Association Public Issues Committee.

Councilmember Forsythe provided a committee report:

- Eastrail.

Councilmember Stuart provided a committee report:

- Sound Cities Association Public Issues Committee.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

A. AM No. 26-119: Council Vote to End Flock ALPR Contract

MOTION: Councilmember Stuart moved for the City to terminate its contract with Flock for the Automated License Plate Readers in Redmond. The motion was seconded by Councilmember Forsythe.

Following Councilmember discussion,

4VOTE: The motion to approve passed without objection (7-0).

EXECUTIVE SESSION: NONE

CLOSED SESSION:

A. Labor Negotiations [RCW 42.30.140(4)(b)]

Mayor Birney announced that, without objection, the business meeting will adjourn at this time, and the Council will go into Closed Session to discuss Labor Negotiations [RCW 42.30.140(4)(b)]. Per state law, public attendance is not allowed during the Closed Session.

ADJOURNMENT

There being no further business to come before the Council, the regular meeting adjourned at 9:48 p.m.

ANGELA BIRNEY, MAYOR

CITY CLERK

Minutes Approved: August 3, 2026

CALL TO ORDER

A Special Meeting of the Redmond City Council was called to order by Mayor Angela Birney at 6:45 p.m. The meeting was held in the Redmond City Hall Council Chambers.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Present: Councilmembers Forsythe, Kritzer, Nuevacamina, Parsi, Prakriya, Soni and Stuart

Absent: None

CANDIDATE INTERVIEW - HUMAN SERVICES COMMISSION

Alaric Bien, Senior Planner, introduced the Human Services Commission candidate: Austin Ashenbrenner.

Discussion ensued regarding: interest in the work of the commission; food box program; pressing needs in the community; taking care of the diverse and underserved communities; youth ministry; and principles for dealing with competing priorities.

ADJOURNMENT

There being no further business to come before the Council the special meeting adjourned at 6:57 p.m.

ANGELA BIRNEY, MAYOR

CITY CLERK

Minutes Approved: August 3, 2026



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 8/3/2026
Meeting of: City Council

File No. SPC 26-069
Type: Check Register

Approval of Payroll/Direct Deposit and Claims Checks

City of Redmond
Payroll Check Approval Register
Pay period: 7/1 - 7/15/2026
Check Date: 07/24/2026

Check Total:	\$	39,748.39
Direct Deposit Total:	\$	3,274,858.09
Wires & Electronic Funds Transfers:	\$	1,935,152.99
Grand Total:	\$	5,249,759.47

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

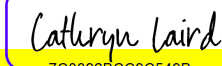
All Checks numbered **189190** through **189207** ,
Direct deposits numbered **208051** through **208892** , and
Electronic Fund transfers **2004** through **2008**
are approved for payment in the amount of **\$5,249,759.47**
on this **10th day of July 2026**.

Note:

City of Redmond
Payroll Final Check List
Pay period: 7/1 - 7/15/2026
Check Date: 07/24/2026

Total Checks and Direct deposit:	\$	4,664,990.21
Wire Wilmington Trust RICS (MEBT):	\$	584,769.26
Grand Total:	\$	5,249,759.47

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

Signed by:

7C0092BCC9C549B...

Human Resources Director, City of Redmond
Redmond, Washington

City of Redmond
Payroll Check Approval Register
Pay period: 7/1 - 7/31/2026
Check Date: 7/31/2026

Check Total:	\$	-
Direct Deposit Total:	\$	10,504.84
Wires & Electronic Funds Transfers:	\$	5,986.35
Grand Total:	\$	<u>16,491.19</u>

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

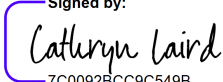
All Checks numbered through ,
Direct deposits numbe **208893** through **208900** , and
Electronic Fund transf **2009** & **2010**
are approved for payment in the amount of **\$16,491.19**
on this **31st day of July 2026**.

Note:

City of Redmond
Payroll Final Check List
Pay period: 7/1 - 7/31/2026
Check Date: 7/31/2026

Total Checks and Direct deposit:	\$ 11,627.62
Wire Wilmington Trust RICS (MEBT):	\$ 4,863.57
Grand Total:	<u>\$ 16,491.19</u>

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

Signed by:

7C0092BCC9C549B...

Human Resources Director, City of Redmond
Redmond, Washington

I, Finance Director, do hereby certify to the City Council, that the checks for the month of July are true and correct to the best of my knowledge.

Signed by:

706AE71EFDB1430...

Kelley Cochran, Finance Director
City of Redmond
Redmond, Washington

We, the undersigned Councilmembers, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim. All checks numbered 19811 through 20064, and WIRE and ACH Transfers are approved for payment in the amount of \$1,288,797.05 this 3rd day of August 2026.



Memorandum

Date: 8/3/2026
Meeting of: City Council

File No. AM No. 26-120
Type: Consent Item

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

Executive	Malisa Files	425-556-2166
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DEPARTMENT STAFF:

Executive	Cheryl Xanthos	City Clerk
Executive	Kalli Biegel	Deputy City Clerk

TITLE:

Confirmation of Appointment of New Human Services Commission Member

OVERVIEW STATEMENT:

There is currently an opening on the Human Services Commission, due to the resignation of David Poe.

The press release advertising this opening was posted on June 1, 2026, and can be viewed at: [Human Services Commission Seeks New Member Redmond, WA <https://www.redmond.gov/m/newsflash/home/detail/2960>](https://www.redmond.gov/m/newsflash/home/detail/2960). Six applications were received and reviewed. Initial interviews were conducted, and Austin Ashenbrenner was selected to move forward. Mr. Ashenbrenner interviewed with Mayor Birney on July 10, 2026.

Mr. Ashenbrenner's term will expire on March 31, 2029.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council confirmation is required for Commission Member mayoral appointments.
RMC: 4.30.050(A)
- **Council Request:**
N/A

- **Other Key Facts:**
N/A

OUTCOMES:

If appointment is confirmed by Council, Austin Ashenbrenner will fill this seat until the term expiration listed below:

Human Services Commission

Austin Ashenbrenner First Term to Expire: March 31, 2029

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
This opening was advertised, and all completed applications were reviewed and considered.
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

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

Budget Offer Number:
N/A

Budget Priority:
N/A

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

If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/21/2026	Special Meeting	Provide Direction

Proposed Upcoming Contact(s)

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

Time Constraints:

This position is currently open.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the seat will remain open and recruitment efforts would need to continue.

ATTACHMENTS:

None.



Memorandum

Date: 8/3/2026
Meeting of: City Council Special Meeting

File No. AM No. 26-121
Type: Consent Item

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

Finance	Kelley Cochran	425-556-2748
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DEPARTMENT STAFF:

Finance	Haritha Narra	Deputy Finance Director
Finance	Hailey Zurcher	Financial Planning Manager

TITLE:

Adoption of Council Ground Rules for 2027-2028 Preliminary Budget Deliberations

OVERVIEW STATEMENT:

The Redmond City Council has ground rules for the preliminary budget deliberations process. Council reviewed and discussed these ground rules during the June and July 2026 FAC meetings and wishes to adopt the rules to formalize them and support accountability in the budget process.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
N/A
- **Council Request:**
Council has requested the Ground Rules for 2027-2028 Preliminary Budget Deliberations be adopted to support Council's accountability efforts.
- **Other Key Facts:**
N/A

OUTCOMES:

Council's Ground Rules for 2027-2028 Preliminary Budget Deliberations help support a thoughtful, engaged, and productive discussion regarding the preliminary biennial budget. Formally adopting these rules will help ensure the budget deliberations sessions are based on a formal process, are successful for Council and city staff, and serve the community.

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:
N/A

Budget Priority:
Strategic and Responsive

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A
If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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Date: 8/3/2026

Meeting of: City Council Special Meeting

File No. AM No. 26-121

Type: Consent Item

6/9/2026	Committee of the Whole - Finance, Administration, and Communications	Provide Direction
7/14/2026	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

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

Time Constraints:

Council wishes to adopt the Council Ground Rules for 2027-2028 Preliminary Budget Deliberations prior to budget presentations and Council budget deliberations scheduled for fall 2026.

ANTICIPATED RESULT IF NOT APPROVED:

If Council does not adopt the Council Ground Rules for 2027-2028 Preliminary Budget Deliberations, the budget presentations and deliberations sessions will proceed as scheduled, and Council can still follow the rules, but the rules will not be formally adopted.

ATTACHMENTS:

Attachment A: Council Ground Rules for 2027-2028 Preliminary Budget Deliberations

Redmond City Council
Council Ground Rules for 2027-2028 Preliminary Budget Deliberations

1. Meeting Length

Budget review meetings will run between 2 to 3 hours, unless the majority supports extending the meeting.

2. Staff Presentations

Staff will prepare PowerPoint presentations to facilitate the Council's review of the preliminary budget. Budget document pages will be referenced in the presentations, where appropriate.

3. Questions

- a. When possible, please provide questions to the appropriate department director and the Finance Director in advance of a budget review meeting to enable staff to be more fully prepared for each meeting and reduce the amount of follow-up required at the end of each meeting.
- b. Council questions are also welcome during each PowerPoint presentation. If a question cannot be answered by staff and there is majority interest in the question, a response will be provided at the next budget review meeting, if possible.
- c. Lastly, a Councilmember can reach out to a department director before or after a budget review meeting for additional information.

4. Preparation

Each Councilmember will come prepared for each budget review meeting, having read the relevant budget document pages referenced in the detailed budget review calendar.

5. New Proposals/Changes:

- a. Any new proposal or change should be brought up during the relevant budget review meeting. Time will be set aside for this purpose in each presentation related to service reduction offers, service enhancement offers, the Capital Investment Program, and the Business Technology Investment Program.
- b. A brief Q & A will follow any new proposal from a Councilmember. This could include a brief discussion of possible funding sources. The FAC Chair or Council Leadership will then poll the Council (see Ground Rule #6) to determine if there is enough support for the proposal. For example, Council will have an opportunity to propose service enhancements on Oct 22 and 27 after reviewing the recommended service enhancements in the 2027-2028 preliminary budget.
- c. Any proposed new service enhancement will require a funding source, such as General Fund surplus, a service reduction, eliminating another service enhancement, an enhanced fee/tax, or a new fee/tax. If Council indicates majority interest in a service enhancement, the Councilmember proposing it should work with staff to identify funding options that can be brought back to Council for consideration.

Redmond City Council
Council Ground Rules for 2027-2028 Preliminary Budget Deliberations

6. Polling

- a. The FAC Chair or Council Leadership will poll the Council on each baseline offer, service reduction offer, and service enhancement offer reviewed by the Council.
- b. Each new proposal and change sought by a Councilmember will be subject to a poll by the FAC Chair or Council Leadership.
- c. Decisions will be based on the majority's will. If a majority needs more information before a poll is taken, that will become a follow-up item at the next budget review meeting.

7. Tracking Questions/Issues/Comments/Changes

- a. The following will be tracked by staff:
 - i. Questions raised that interest a Council majority and that cannot be answered at a budget review meeting will be addressed at a subsequent budget review meeting.
 - ii. Issues raised that interest a Council majority and that cannot be adequately addressed this year will be placed on a Council retreat "parking lot" list.
 - iii. Community comments received at public hearings on the budget, via budget@redmond.gov, or through other means will be provided to the Council following the October 22 and 27 budget review meetings.
 - iv. Changes to the preliminary budget are tentatively scheduled to be finalized by the Council on October 29. This could be pushed to November 5, if the Council needs an additional budget review meeting.

Adoption by Council planned for August 3, 2026.



Memorandum

Date: 8/3/2026
Meeting of: City Council Special Meeting

File No. AM No. 26-122
Type: Consent Item

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

Parks	Loreen Hamilton	425-556-2336
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DEPARTMENT STAFF:

Parks	Chris Weber	Cultural Arts Supervisor
Parks	Brittany Pratt	Recreation Business Manager

TITLE:

Approval of the 4Culture Art Grant

OVERVIEW STATEMENT:

City staff are seeking approval from City Council to authorize the Mayor to accept a 4Culture Grant Contract in the amount of \$72,000 for use in funding Cultural Arts projects, including the 7th annual Public Art Intensive Eastside workshop and the temporary public art exhibit at the 4th annual Downtown Redmond Art Walk.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
2013 Cultural Corridor Master Plan, 2015 PARCC Plan, 2017 Public Art Master Plan
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Cultural Arts programs and projects enhance livability in Redmond and contribute to making Redmond a great place to

live, work, play, and invest.

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:
000249 (Arts & Community Events)

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, 4Culture Grant

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/28/2026	Committee of the Whole - Parks and Environmental Sustainability	N/A

Proposed Upcoming Contact(s)

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

Time Constraints:

Recommending approval to approve/accept the 4Culture Grant Contract in September to receive funds for Fall projects.

ANTICIPATED RESULT IF NOT APPROVED:

Reduced funding available for remaining 2026 projects.

ATTACHMENTS:

Attachment A: 4Culture Grant Contract



GRANT INFORMATION

TEL 206.296.7580
TTY 711

101 PREFONTAINE PL S
SEATTLE WA 98104

WWW.4CULTURE.ORG

CONTRACTOR INFORMATION

City of Redmond
PO Box 97010
Redmond, Washington 98073
(425) 556-2313

Your Contract #: 126153A
Arts Sustained Support - 1750
Motion #: 2024-62

PROGRAM INFORMATION

Attached is your Contract with 4Culture for \$72,000.00 (2026 award) and \$72,000.00 (projected 2027 award) for the *2026 Arts Sustained Support - LAA* project. Please note that while 2026 award amounts are final, the 2027 award amounts are subject to actual tax revenue collected and may be adjusted based on final collection figures. The contract starts on 01/01/26 and ends on 12/31/2027.

For questions, contact Bret Fetzer at bret.fetzer@4culture.org or (206) 263-1599.

SCOPE OF SERVICE

Contractor shall provide the following services in accordance with the application submitted to and approved by the 4Culture Board:

Support for 2026 and 2027 Programs, including events or activities occurring between Jan 1, 2026 and Dec 31, 2027 which are open and publicized to the community, the actual expenses incurred by Contractor for which exceed the Grant Amount.

Funds are provided on a cost reimbursement basis, including any overhead, personnel, rent, utilities insurance, and related annual operating expenses necessary as part of the production of activities and experiences supported by this Grant.

Grant funds shall be payable on the following schedule:

- You may submit a payment request for the first 50% of your **2026** award after the contract is signed by all parties. This payment represents reimbursement for planning and development work for the year ahead as well as public benefits provided by February 15.
- You may submit a payment request for the second 50% of your **2026** award after November 1. This payment represents reimbursement for public benefits provided from February 15 through December 31.
- You may submit a payment request for the first 50% of your **2027** award after February 15, 2027.

- You may submit a payment request for the second 50% of your **2027** award after November 1, 2027.
- Alternate payment request option: You may elect to submit a single payment request for 100% of your annual award after November 1 of either year, if you prefer.
- Forfeiture Clause: Please note that if you have not submitted your payment request for your annual allocation by January 8 of the following year, it will be considered forfeited by 4Culture.

Your payment request will include the following required data and documentation:

First 50% Payment Request:

- Quantitative reporting on events, attendance and open hours for your organization for the previous calendar year
- A brief planning and development narrative describing what programs related to your public benefit do you plan to execute this year (150 words)

Second 50% Payment Request:

- Public Benefit Narrative: (What have you accomplished in your contract scope, and how? Is there anything you were unable to accomplish, and if so, why?). Narrative length will vary depending on award size as follows:
 - Awards under \$100,000: 300 to 500 words
 - Awards \$100,001 - \$300,000: 750 to 1,000 words
 - Awards \$300,001+: 1,500 to 2,000 words
- Annual financial reporting, as reflected in the Financial Forms section, and annual Demographic Survey, as found in your organizational profile at [apply.4culture.org/](https://www.4culture.org/) each year
- Photos of the events and activities supported by this Grant
- Prominent acknowledgment of 4Culture is required of all recipients for use in all publicity and promotional materials, including, but not limited to brochures, websites, press releases, programs, posters, public service announcements, flyers and advertisements. You may obtain an electronic file of the 4Culture logo on our website at <https://www.4culture.org/grants-artist-calls/4culture-logo/>
- Statement on the impact of this funding from a Board Officer or senior staff member. (ONLY for organizations with awards of \$100,001+)
- One to three testimonials from program participants (ONLY for organizations with awards of \$300,001+)
- Independent, third-party audit of your financial records for the preceding accounting year (ONLY for organizations with awards of \$300,001+)

PUBLIC BENEFIT

As a Local Arts Agency you agree to provide artistic services to the residents and visitors of your community on behalf of your city. These services can include but are not limited to: public performances, festivals, concerts, literary readings such as poetry or spoken word, youth programs, funding for artist calls and commissions, stewarding public artwork, and other related artistic activities and events for the public. Access to these events will be made accessible and available to the public.

CONTRACT TERM

The Term of this Contract shall commence on the date that both parties have signed and shall end on December 31, 2027.

CONTRACTOR INSTRUCTIONS

Please electronically sign this Contract within two weeks of receipt and return any required enclosures. You will not be able to make changes to this Contract. If there is an error in the document, or if you need to request changes in your Scope of Service or other items, please contact your Program Manager listed above.

1. **Services** – Please review the information, Scope of Work, and Public Benefit sections above carefully. These explain the services you are agreeing to provide in accordance with the application you submitted to 4Culture.
2. **Enclosures** – Please complete any required enclosures and provide them to 4Culture. Please view our [contract enclosure](#) instructions (see step 3) to download fillable forms and get instructions on where to upload your documents.
 - a. Items to be returned **at the time you sign the contract**:
 - IRS Form W-9
 - b. Please review your specific grant program requirements at 4Culture’s website: [Manage Your Award](#).
3. **4Culture Logo** – For details of the requirements for acknowledging 4Culture support, please refer to Section I, C. of the contract. The [4Culture logo](#) is available for download in PDF, EPS, and Jpeg formats.
4. **Signature** – Follow the link in the e-mail message - you will be walked through a few simple steps to read and sign the contract at Conga Sign. A copy of the Contract will be e-mailed to you as a PDF after it has been signed by 4Culture’s Executive Director.

SUSTAINED SUPPORT CONTRACT

(Lodging Tax Funding)

THIS SUSTAINED SUPPORT CONTRACT (this "Contract") is entered into by THE CULTURAL DEVELOPMENT AUTHORITY OF KING COUNTY ("4Culture"), whose address is 101 Prefontaine Place South, Seattle, WA 98104-2672 and telephone number is (206) 296-7580 and the Contractor as named on the attached Grant Information Sheet ("Contractor"). Contractor is an art, cultural or historical organization qualified to receive funds pursuant to King County Code Sections 2.48 and 4.40 and RCW 67.28.180 as may be amended hereinafter. The 4Culture Board of Directors approved providing funds for operating support pursuant to this Contract in the motion referenced in the Grant Information Sheet

4Culture desires to provide operating support funds to Contractor pursuant to King County Code Sections 2.48.108-.109, with which Contractor shall render certain services to King County citizens for the benefit of King County citizens. Contractor's direct provision of arts and/or heritage programming and experiences to the King County residents and visitors, as more specifically described on the Grant Information Sheet, is referred to herein as "Public Benefit Services."

4Culture is organized pursuant to King County Ordinances 14482, 18684, and 19036 and RCW 35.21.730, *et seq.* RCW 35.21.750 provides as follows: "[All] liabilities incurred by such public corporation, commission, or authority shall be satisfied exclusively from the assets and properties of such public corporation, commission or authority and no creditor or other person shall have any right of action against the city, town, or county creating such corporation, commission, or authority on account of any debts, obligations, or liabilities of such public corporation, commission, or authority."

The legislative authority of 4Culture has found and declared that providing funds to Contractor in consideration of the Public Benefits provided hereunder constitutes a public purpose with the meaning of Article VII, Section 1 of the Washington State Constitution for which public funds may properly be expended or advanced.

NOW, THEREFORE, in consideration of payments, covenants, and agreements hereinafter mentioned, to be made and performed by the parties hereto, the parties covenant and do mutually agree as follows:

I. SCOPE OF SERVICES

A. Contractor shall perform the Scope of Services, provide the Public Benefits, and comply with all requirements set forth hereinafter and in the Grant Information Sheet.

B. Funds awarded under this Contract shall be used solely to reimburse Contractor for some or all of its operating expenses incurred during the performance of the

Scope of Services described on the Grant Information Sheet. Such reimbursable operating expenses may include, but are not limited to, start-up costs, funding for staff positions, rent, mortgage, or loan payment assistance, and costs incurred to develop and grow Contractor's cultural programming. Contractor shall perform the Scope of Services and submit its request for reimbursement hereunder on or before January 8, 2028 for your 2026 allocation, and on or before January 8, 2029 for your 2027 allocation. ("Reimbursement Expiration Date.") After those dates, any remaining award will be considered forfeited.

C. Contractor agrees to acknowledge 4Culture support in all marketing and promotional materials, websites, brochures, press releases, advertisements, signage and other related materials during the period this contract is in force, with the credit line "our work is supported, in part, by an award from 4Culture", and/or by the use of the 4Culture logo.

II. DURATION OF CONTRACT

This Contract shall commence on the Effective Date and shall terminate upon the earlier of (1) 4Culture's payment of a Contractor invoice that exhausts the funds available to Contractor under this Contract or (2) the Reimbursement Expiration Date. This Contract, however, may be terminated earlier as provided in Section IV hereof.

III. COMPENSATION AND METHOD OF PAYMENT

A. 4Culture shall reimburse Contractor for its actual and authorized expenditures incurred in satisfactorily completing the Scope of Services and otherwise fulfilling all requirements specified in this Contract in an aggregate amount as indicated on the Grant Information sheet.

B. Contractor may apply to 4Culture for reimbursement upon completion of a phase of the Scope of Services (if phases are specified on the Grant Information sheet). The final invoice for reimbursement shall include a general description (and reasonable documentation) of the operating expenses incurred by Contractor during the term of this Contract.

C. Accompanying the final invoice, Contractor shall also submit a brief report on and digital images of publishable quality of the Public Benefits it provided during the term of this Contract. Contractor consents to 4Culture's use of the report and images to publicize its grant programs. Technical specifications required for image files are available in the "Manage Your Award" section of the 4Culture website.

D. If Contractor fails to comply with any terms or conditions of this Contract or to provide in any manner the Scope of Services agreed to herein, 4Culture may withhold any payment to Contractor until 4Culture is satisfied that corrective action, as specified by 4Culture, has been completed. This right is in addition to and not in lieu of the 4Culture right to terminate this contract as provided in Section IV, any other rights of 4Culture under this Contract and any other right or remedy available to 4Culture at law or in equity.

IV. TERMINATION OF AGREEMENT

A. If, through any cause, Contractor shall fail to fulfill in a timely and proper manner its obligations under this Contract or if Contractor shall violate any of its covenants, agreements or stipulations of this Contract, 4Culture may terminate this Contract and withhold any remaining funds allocated for use under this Contract. Prior to so terminating this Contract, 4Culture shall submit written notice to Contractor describing such default or violation. 4Culture shall not terminate this Contract if 4Culture determines that Contractor has, within twenty (20) days of the date of such notice, fully corrected such default or violation.

B. Reimbursement for services performed by Contractor, and not otherwise paid for by 4Culture prior to the effective date of a termination under subsection A herein, shall be remitted to Contractor as reasonably determined by 4Culture.

V. MAINTENANCE OF RECORDS

A. Contractor shall maintain accounts and records, including personnel, property, financial, insurance and programmatic records and other such records as may be deemed necessary by 4Culture to ensure proper accounting for all contract funds and compliance with this Contract. All such records shall sufficiently and accurately reflect all direct and indirect costs of any nature expended and services provided in the performance of this Contract.

B. These records shall be maintained for a period of six (6) years after termination of this Contract unless a longer retention period is required by law.

VI. AUDITS AND EVALUATIONS

A. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review or audit by 4Culture and/or federal/state officials so authorized by law during the performance of this Agreement and six (6) years after termination hereof.

B. Contractor shall provide right of access to its facilities, including by any subcontractor to 4Culture, the King County, state and/or federal agencies or officials at all reasonable times in order to monitor and evaluate the services provided under this Contract. 4Culture will give advance notice to Contractor in the case of fiscal audits to be conducted by 4Culture.

C. Contractor agrees to cooperate with 4Culture in the evaluation of Contractor's performance under this contract and to make available all information reasonably required by any such evaluation process. The results and records of said evaluations shall be maintained and disclosed in accordance with RCW Chapter 42.56 (Public Records Act).

VII. CONTRACT MODIFICATIONS

No modification or amendment of this Contract shall be valid unless made in writing and signed by the parties hereto.

VIII. NO WAIVERS

4Culture's failure to insist upon the strict performance of any provision of this Contract or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Contract.

IX. FUTURE SUPPORT

4Culture makes no commitment to support the services contracted for herein nor guarantee regarding the success of the services and assumes no obligation for future support of the Project except as expressly set forth in this Agreement.

X. HOLD HARMLESS AND INDEMNIFICATION

A. Contractor is an independent contractor, and shall determine the means of accomplishing the results contemplated by this Contract. Neither Contractor nor its officers, agents or employees are employees of the 4Culture for any purpose. Contractor shall comply with all applicable federal and state laws and regulations regarding employment, minimum wages and hours, and discrimination in employment. Contractor is responsible for determining the compensation of its employees, for payment of such compensation, and for all federal and/or state tax, industrial insurance, and Social Security liability that may result from the performance of and compensation for these services. Contractor and its officers, agents, and employees shall make no claim of career service or civil service rights which may accrue to a 4Culture employee under state or local law. 4Culture assumes no responsibility for the payment of any compensation, wages, benefits, or taxes by, or on behalf of Contractor, its employees and/or others by reason of this Contract. To the extent allowed by law, Contractor shall protect, defend, indemnify and save harmless 4Culture and its officers, agents, and employees from and against any and all claims, costs, and/or losses whatsoever occurring or resulting from (1) Contractor's failure to pay any such compensation, wages, benefits, or taxes; (2) the supplying to Contractor of work, services, materials, or supplies by Contractor employees or other suppliers in connection with or support of the performance of this Contract. Contractor shall also defend, indemnify, and save harmless 4Culture, and its officers, agents, and employees, from and against any and all claims made by Contractor's employees arising from their employment with Contractor.

B. To the full extent provided by applicable law, Contractor shall protect, defend, indemnify, and save harmless 4Culture its officers, employees, and agents from any and all costs, claims, judgments, and/or awards of damages, arising out of or in any way resulting from the use of the Cultural Organization Equipment or the acts or omissions of Contractor,

its officers, employees, and/or agents, except to the extent resulting from 4Culture's sole negligence. Contractor agrees that its obligations under this subparagraph extend to any claim, demand, and/or cause of action brought by or on behalf of any employees, or agents. If this Agreement is a "a covenant, promise, agreement or understanding in, or in connection with or collateral to, a contract or agreement relative to the construction, alteration, repair, addition to, subtraction from, improvement to, or maintenance of, any building, highway, road, railroad, excavation, or other structure, project, development, or improvement attached to real estate" within the meaning of RCW 4.24.115, then Contractor shall so protect, defend, indemnify, and save harmless 4Culture its officers, employees, and agents only to the extent of Contractor's, its officers', employees', and/or agents' negligence. Contractor agrees that its obligations under this subparagraph extend to any claim, demand, and/or cause of action brought by or on behalf of any employees, or agents.

XI. CONFLICT OF INTEREST

A. Chapter 42.23 RCW (Code of Ethics for Municipal Officers--Contract Interests) is incorporated by reference as if fully set forth herein and Contractor agrees to abide by all the conditions of said Chapter. Failure by Contractor to comply with any requirements of such Chapter shall be a material breach of contract.

B. In addition, Contractor represents, warrants and covenants that no officer, employee, or agent of 4Culture who exercises any functions or responsibilities in connection with the planning and implementation of the Scope of Services or shall have any beneficial interest, directly or indirectly, in this Contract. Contractor further represents, warrants and covenants neither it nor any other person beneficially interested in this Contract has offered to give or given any such officer, employee, or agent of 4Culture, directly or indirectly, any compensation, gratuity or reward in connection with this Contract. Contractor shall take all appropriate steps to assure compliance with this provision.

XII. INSURANCE REQUIREMENTS

A. Contractor shall procure, at its sole cost and expense, Commercial General Liability ("CGL") insurance against claims for injuries to persons or damages to property which may arise from, or in connection with performance of the Scope of Services by Contractor, its agents, representatives, employees, and/or subcontractors. Contractor shall pay the costs of such insurance. Each policy shall be written on an "Occurrence" basis.

B. The CGL insurance policy shall contain, or be endorsed to contain, the following provisions:

1. 4Culture, its officers, employees and agents are to be covered as primary additional insureds for the duration of this Contract.

2. Contractor's insurance coverage shall be primary insurance as respect any all claims made against 4Culture, its officers, employees, and agents, arising from the use of the Cultural Organization Equipment acquired under this Contract. Any insurance and/or self-insurance maintained by 4Culture, its officers, employees, or agents shall not contribute with Contractor's insurance or benefit Contractor in any way.

3. Contractor's insurance shall apply separately to each insured against whom claim is made and/or lawsuit is brought, except with respect to the limits of the insurer's liability.

C. Insurance coverage required herein shall not be suspended, voided, canceled, reduced in coverage or in limits, except as reduced in aggregate by paid claims, at any point during the duration of this Contract. No material change, or cancellation or nonrenewal of any policy required by this contract shall occur without thirty (30) days' prior written notice to 4Culture.

D. Unless otherwise approved in writing by 4Culture, insurance is to be obtained from insurers with a Best's rating of no less than A:VIII, or, if not rated with Best's, with minimum surpluses the equivalent of Bests' surplus size VIII.

E. 4Culture, reserves the right to request that contractor submit the certificate(s) of insurance evidencing compliance with all requirements set forth above.

XIII. NONDISCRIMINATION

During the performance of this Contract, Contractor shall comply with state, federal and local legislation requiring nondiscrimination in employment and the provision of services to the public, including, but not limited to: Title VI of the Civil Rights Act of 1964; chapter 49.60 RCW (the Washington state law against discrimination); K.C.C. chapter 12.16 regarding discrimination and affirmative action in employment by Contractors, subcontractors and vendors; K.C.C. chapter 12.17 prohibiting discrimination in contracting; K.C.C. chapter 12.18 requiring fair employment practices; K.C.C. chapter and 12.22 prohibiting discrimination in places of public accommodation. Without limiting the foregoing, Contractor agrees that no person shall, on the basis of basis of sex, race, color, national origin, religious affiliation, disability, sexual orientation, gender identity or expression, age, ancestry, parental status, marital status, use of service or assistive animal, language, or geography, be denied the benefits of, or be subjected to discrimination under any of its programs or activities.

XIV. GENERAL PROVISIONS

A. Modifications. No modification or amendment of this Contract shall be valid unless made in writing and signed by the parties hereto.

B. No Waivers. 4Culture's failure to insist upon the strict performance of any provision of this Contract or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Contract.

C. Severability. In the event any term or condition of this Contract or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Contract that can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Contract are declared severable.

D. Entire Agreement. This Contract contains the entire agreement and understanding of the Parties with respect to the subject matter hereof, and supersedes all prior and contemporaneous oral and written understandings, agreements, or other undertakings between the Parties.

E. Attorneys' Fees; Expenses. Contractor agrees to pay upon demand all of 4Culture's costs and expenses, including attorneys' fees and 4Culture's legal expenses, incurred in connection with the enforcement of this Contract. 4Culture may pay someone else to help enforce this Contract, and Contractor shall pay the costs and expenses of such enforcement. Costs and expenses include 4Culture's attorneys' fees and legal expenses whether or not there is a lawsuit, including attorneys' fees and legal expenses for bankruptcy proceedings (and including efforts to modify or vacate any automatic stay or injunction), appeals, and any anticipated post-judgment collection services. Contractor also shall pay all court costs and such additional fees as may be directed by the court.

F. No County Liability For 4Culture Liabilities. 4Culture is organized pursuant to County Ordinance 14482, as amended, and RCW 35.21.730, *et seq.* RCW 35.21.750 provides as follows: "[All] liabilities incurred by such public corporation, commission, or authority shall be satisfied exclusively from the assets and properties of such public corporation, commission or authority and no creditor or other person shall have any right of action against the city, town, or county creating such corporation, commission, or authority on account of any debts, obligations, or liabilities of such public corporation, commission, or authority."

G. Notices. Any notice, consent, demand, or other communication hereunder shall be in writing and shall be deemed to have been given if delivered in person or deposited in any United States Postal Service mailbox, sent by registered or certified mail, return receipt requested and first-class postage prepaid, addressed to the Party for whom it is intended as indicated on the Grant Information Sheet (as may be changed by written notice to the other Party pursuant to this provision).

H. Interpretation. The section and subsection captions in this Contract are for convenience only and shall not control or affect the meaning or construction of any

provision of this Contract.

I. Time. Time is of the essence with respect to the performance of all obligations of this Contract.

J. Governing Law. This Contract shall be governed by and construed in accordance with the laws of the State of Washington. The venue of any suit or arbitration arising under this Contract shall be in King County, Washington and if a lawsuit, in King County Superior Court.

K. Third Parties. Except as expressly provided herein, nothing in this Contract shall be construed to permit anyone other than the Parties hereto and their successors and assigns to rely upon the covenants and agreements herein contained nor to give any such third party a cause of action (as a third-party beneficiary or otherwise) on account of any nonperformance hereunder.

L. Survival. The terms and conditions of Sections IV – VI, inclusive, and X shall survive the termination of this Contract and shall be continuing obligations of the parties.

4CULTURE:

CONTRACTOR:

Brian J. Carter,
Executive Director

Angela Birney,
Mayor of City of Redmond

Date: / / 2026

Date: / / 2026



Memorandum

Date: 8/3/2026
Meeting of: City Council Special Meeting

File No. AM No. 26-123
Type: Consent Item

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

Police	Chief Darrell Lowe	425-556-2521
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DEPARTMENT STAFF:

Police	Brian Coats	Deputy Chief
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TITLE:

Approval of the Lake Washington School District 2026-2027 School Community Resource Officer Contract Agreement

OVERVIEW STATEMENT:

Staff is requesting Council approval to renew the Memorandum of Understanding (MOU) between the City of Redmond and the Lake Washington School District (LWSD) for continued police services during the 2026-2027 school year.

The Redmond Police Department remains committed to supporting a strong, collaborative partnership with LWSD. Based on input from police staff and Council, the district transitioned from the traditional School Resource Officer (SRO) program to a Community Resource Officer (CRO) model beginning in the 2023-2024 school year.

The attached MOU formalizes the continuation of the CRO program and extends police support through the end of the 2026-2027 academic year.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
LWSD MOU
LWSD Standard Operating Procedures
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**

N/A

OUTCOMES:

The renewed agreement will continue the existing police services provided to the Lake Washington School District and formalize the ongoing partnership through adherence to the district's Community Resource Officer Standard Operating Procedure Manual. The SOP, developed collaboratively by LWSD and all law enforcement agencies serving the district, establishes clear expectations designed to strengthen communication, cooperation, and mutual understanding among CROs, school administrators, and students.

Key outcomes of this partnership include: alignment with the district's Layered School Safety framework; a defined scope of CRO responsibilities emphasizing safety, threat assessment support, and non-involvement in routine school discipline; consistent data collection and reporting; adherence to anti-discrimination and immigration-related protections; and standardized training and accountability processes.

These outcomes reinforce the district's five stated goals for the CRO program: enhancing safety expertise, improving interagency understanding, keeping students out of the criminal justice system, fostering positive relationships, and connecting students and families with needed community services.

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:

This agreement will allow the City to receive \$126,637.06 from LWSD for services provided by the assigned Community Resource Officer for the 2026-2027 school year.

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

Budget Offer Number:

228 Criminal Justice

Budget Priority:

Safe and Resilient

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

If yes, explain:

N/A

Date: 8/3/2026
Meeting of: City Council Special Meeting

File No. AM No. 26-123
Type: Consent Item

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/21/2026	Committee of the Whole - Public Safety and Human Services	Provide Direction

Proposed Upcoming Contact(s)

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

Time Constraints:

The approved contract will commence at the beginning of the school year and remain effective for nine months.

ANTICIPATED RESULT IF NOT APPROVED:

The police department would be unable to invoice and collect payment from LWSD for police services rendered during the 2026-2027 school year and would remove the full-time school position.

ATTACHMENTS:

Attachment A: 2026-2027 LWSD/Redmond MOU

Attachment B: LWSD Standard Operating Procedure Manual

Lake Washington School District Community Resource Officer Program Memorandum of Understanding (MOU)

This Agreement is made and entered into this ____ day of _____, 2026 by the Lake Washington School District #414 (referred herein as “District”) and the City of Redmond (referred to herein as “City”) for the purpose of establishing a Community Resource Officer Program Memorandum of Understanding (“MOU”) in the public school system in King County. *The District and the City are collectively referred to as “the Parties.”* In consideration of the terms and conditions set forth herein, the Parties agree as follows:

ARTICLE I

- 1) The purpose of this MOU is for the City to provide contract services in the form of a Community Resource Officer Program to the District. The primary purposes of the Community Resource Officer Program are:
 - a) Provide expertise, guidance, collaborative planning and response to the District related to threats of harm, safety, and security in the context of the District’s Layered School Safety Program;
 - b) Increase understanding of each Parties’ operations and the impacts on services and response;
 - c) Help keep District students out of the criminal justice system;
 - d) Provide positive interactions between law enforcement officers, school staff, students, and families; and
 - e) Facilitate connection for school staff, students, and families to supportive community services.
- 2) The Community Resource Officer Program is compliant with all requirements of RCW 28A.320.124 and amendments included in HB 1214.

ARTICLE II

- 1) Obligations of the City:
 - a) Staffing – the City shall assign one regularly employed officer per high school feeder pattern within the City of Redmond. The Community Resource Officer will provide services as outlined in all district schools within the feeder pattern. The services provided are in addition to routine police services already provided by the City.
 - i) Should the City have resources that can provide additional Community Resource Officers, these additional positions may be added with agreement from the District.
 - b) Training – the City shall ensure that officers assigned as Community Resource Officers have appropriate training as outlined in the Community Resource Officer Standard Operating Procedure Manual.
 - c) Regular Hours of Duty – Community Resource Officers shall be available Monday through Friday during normal school hours of operation. This expectation does not prohibit officers from participating in emergency response or fulfilling training requirements as determined by the Chief of Police or designee.
 - i) Each CRO will strive to visit a different school each week, as outlined in the Standard Operating Procedure Manual.
 - ii) All CRO absences will be reported in a timely manner to the District so that schools can be made aware that CRO services are interrupted.
 - d) Data Collection – the City shall collaborate with the District to collect and display data related to the Community Resource Officer Program on a public dashboard.
 - e) Participation in District meetings – the City shall attend and/or participate in regularly scheduled meetings held by the District. The purpose of these meetings is to increase collaboration between the District, the City, and the Community Resource Officer.
 - f) Complaints – should a complaint arise regarding a Community Resource Officer; the City will provide the District with prompt notice and will collaborate with the District regarding appropriate response as outlined in the Community Resource Officer Standard Operating Procedure Manual.
- 2) No Special Duty – The Parties do not intend to create any “special relationship” of “special duty” by entering into this MOU. The City expressly disclaims any guarantee as to the safety or security of the persons or property at the District’s schools and makes no representations or warranties as to such safety or security by entering into this MOU. Specifically, the Parties understand and agree that the City has no greater duty with regard to safety and security of persons or property at the District’s schools than it does with regard to the general public in providing

law enforcement services throughout the City. The provisions of this MOU are for the benefit of the Parties, and do not create any rights or duties to any third Parties.

ARTICLE III

- 1) Obligations of the District:
 - a) Payment – In consideration of the services provided herein, the District shall pay to the City the sum of \$126,637.06 upon receipt of an invoice. No other consideration will be required during the term of this MOU for in-school services called for herein as part of the Community Resource Officer Program.
 - b) Access – the District shall provide access to all school and District facilities, including access cards and keys. This access shall be provided according to the District's access control plan.
 - c) Workspace – the District shall provide the Community Resource Officer with access to a private workspace, when needed.
 - d) MOU – the District shall provide annual updates to this MOU for review and adoption.
 - e) Data Collection – the District shall collaborate with the City to collect and display data related to the Community Resource Officer Program on a public dashboard.
 - f) Community Engagement – the District shall lead the effort to engage with the local community and other District stakeholders regarding the Community Resource Officer Program.
 - g) Complaints – should a complaint arise regarding a Community Resource Officer; the District will provide the City with prompt notice and will collaborate with the City regarding appropriate response as outlined in the Community Resource Officer Standard Operating Procedure Manual.

ARTICLE IV

- 1) Employment and Special Events
 - a) The Community Resource Officer shall be an employee of the City and not an employee of the District. The City shall be responsible for the hiring, training, discipline, and dismissal of its personnel.
 - b) This MOU does not prevent the District from hiring an individual serving as a Community Resource Officer to perform duties that are not the duties set forth in this MOU, e.g., the employment of an individual who serves as Community Resource Officer to coach athletics, drive a school bus, or otherwise serve the District in a capacity other than that of a Community Resource Officer. Such employment shall be completely separate from and not controlled by this MOU. If the District chooses to employ an individual serving as a Community Resource Officer to perform duties that are not duties of the Community Resource Officer under this MOU, the individual shall at all times during such employment be solely an employee of the District and not an employee of the City. During such employment, the District shall be solely responsible for the compensation, training, discipline, and dismissal of such individual and solely responsible for the individual's acts, errors, or omissions in performing the duties of such separate employment.
 - c) Special events, such as extra-duty assignment, site security for after-hours events, or special requests shall be executed per past practice; the District will request these specific services through the City's Department extra-duty assignment coordinator or other Department designee. The City will bill the District for additional officers/duties as provided or the District will provide individual checks to those officers working the extra-duty event. The City will endeavor to assign one (1) Community Resource Officer to extra-duty events, in addition to other officers. The billing for these events shall be separate from the billing for standard Community Resource Officer charges.

ARTICLE V

- 1) Conflicts
 - a) The Parties, their agents, and employees will cooperate in good faith in fulfilling the terms of this MOU. Unforeseen difficulties in questions will be resolved by negotiations between the Superintendent/designee of the District and the Chief of Police/designee of the City. The designated representatives will meet at least annually, or as needed, to resolve potential conflicts.

ARTICLE VI

- 1) Change in Terms
 - a) Changes in the terms of this MOU may be accomplished only by formal amendment in writing approved by the City and the District.

ARTICLE VII

- 1) Termination and Term of MOU
 - a) The term of this MOU shall commence upon date of execution and continue until June 30, 2027, or until terminated. The District shall receive the Community Resource Officer Program services described in Article II for the full term of this MOU. Either party may terminate this MOU as follows:
 - i) upon sixty (60) days written notice that the other party failed to substantially perform in accordance with the terms and conditions of this MOU through no fault of the party initiating termination; or
 - ii) upon fourteen (14) days written notice in the event an emergency is declared by civic officials that impacts daily operations of the City or District.
 - b) In the event this MOU is terminated, compensation will be made to the City for all services performed to the date of termination consistent with Article V.
 - c) The District will be entitled to a prorated refund consistent with the payment contained in Article V for each day that the Community Resource Officer services are not provided because of termination of this MOU. This MOU shall be effective as of August 31, 2026, even if signed after that date.

ARTICLE VIII

- 1) Notwithstanding this MOU, and in addition to the services described in this MOU, the District shall receive all normal police services.

ARTICLE IX

- 1) The Parties will collaborate on identifying and accessing funding sources for the Community Resource Officer Program that include, but are not limited to, state and federal grants.

ARTICLE X

- 1) Indemnification
 - a) The City shall indemnify and hold harmless the District and its present and former officers, directors, agents, and employees, or any of them from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by reason of or arising out of any act of omission of the City, its officers, agents, and employees, or any of them, in the performance of this MOU. In the event that any such suit based upon such a claim, action, loss, or damage is brought against the District, the City shall defend the same at its sole cost and expense; provided, that the District reserves the right to participate in such suit if any principle of government or public laws is at issue. If final judgment is rendered against the District and its present or former officers, directors, agents, and employees, or any of them, or jointly against the District and the City and their respective officers, agents, and employees, or any of them, the City shall satisfy the same.
 - b) In executing this MOU, the City does not assume liability or responsibility for or in any way release the District from any liability or responsibility which arises in whole or in part from the existence or effect of District policies, procedures, rules, or regulations. If any cause, claim suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such District policy, procedure, rule, or regulation is principally at issue, the District shall defend the same at its sole expense and if judgment is entered or damages are awarded against the District, the City or both, the District shall satisfy the same, including all chargeable costs and attorney's fees.
 - c) The District shall indemnify and hold harmless the City and its officers, agents, and employees, or any of them, from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by reason of or arising out of any act or omission of the District, its officers, agents, and employees, any of them, in the performance of this MOU. In the event that any suit based on such a claim, action, loss or damage

is brought against the City, the District shall defend the same at the sole costs and expense; provided that the City retains the right to participate in said suit if any principle of government law is at issue; and if final judgment be rendered against the City and the District and their respective officers, agents and employees, or any of them, the District shall satisfy the same.

ARTICLE XI

1) Closing of District Schools

- a) In the event District schools are not open and students are attending remotely due to physical or environmental factors, the District reserves the right to suspend this MOU until such time as students return to school. During the suspension of the contract, there will be no fees paid as indicated in Article V. Services may be provided on an as needed basis at an hourly rate as agreed upon by the Parties.

Richard Mehlberg
Purchasing Manager
Lake Washington School District #414
(425) 936-1423

Date _____

Kelley Cochran
Finance Director
City of Redmond
(425)556-2748

Date _____



Community Resource Officer

Standard Operating Procedures – 2026-2027



Risk and Safety Services

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1. Introduction:

The State of Washington and the Office of Superintendent of Public Instruction provide requirements for districts that have a Community Resource Officer Program. These requirements are found in RCW 28A.320.124, RCW 28A.320.1241, RCW 28A.320.1242 and RCW 28A.310.515 and RCW 28A.400.345. This Standard Operating Procedure Manual and all processes found herein follow the state requirements outlined in these statutes.

This manual was written and reviewed as a collaborative effort among district and school administrators and representatives from each law enforcement agency within the boundaries of the district. These agencies include Redmond Police Department, Kirkland Police Department, Sammamish Police Department, and the King County Sheriff's Office. An annual review of this manual is required and will be initiated by the district.

2. Purpose:

The purpose of this Standard Operating Procedure Manual is to provide direction to Lake Washington School District (the district) and the law enforcement agencies that have jurisdiction within the school district's boundaries regarding the Community Resource Officers (CRO) that provide services to district schools. This Standard Operating Procedure Manual is intended to assist in the communication, cooperation and mutual understanding between the Community Resource Officers, school administrators and the student populations they serve. It is not intended to supersede existing law or policies of the district or participating agencies.

Following are the five Purpose Statements of the Community Resource Officer Program:

- Provide expertise, guidance, collaborative planning and response to the district related to threats of harm, safety and security in the context of the district's Layered School Safety Program.
- Increase understanding of each agency's operations and impacts on service and response.
- Help keep students out of the criminal justice system.
- Provide positive interactions between law enforcement officers, school staff, students, and families.
- Facilitate connection for school staff, students, and families to supportive community services.

3. Layered School Safety:

The Lake Washington School District recognizes that no single barrier or intervention is sufficient by itself to maintain a safe campus. Rather, multiple layers of safety programming serve as a filter to be able to identify, resolve and mitigate threats. The CRO program provides a direct and positive connection to local law enforcement agencies within the district's boundaries. This positive relationship with local law enforcement agencies allows for the expertise and training of the Community Resource Officers to collaborate with district leadership when faced with threats of harm or when other law enforcement related incidents occur.

4. Anti-Discrimination:

In alignment with Lake Washington School District Policy 3210 the CRO Program will not discriminate on the basis of race, color, national origin, sex, disability, age, gender, marital status, creed, religion, honorably discharged veteran, military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental or physical disability, the use of trained guide dog or service animal by a person with a disability and shall not be used as the basis for providing differing levels of law enforcement service, inconsistent enforcement of the law, or any other safety measures in the district.

5. Immigration:

For all students and families to feel comfortable and secure in the school environment, students, parents, and family members shall not be questioned by a CRO about their immigration status. CRO's will not assist Immigration and Customs Enforcement (ICE) officers in any way in conjunction with their assignment as a CRO or in any work related to students and their education.

Information obtained by a CRO from district databases or student records will not be released to ICE personnel, or to other agencies investigating anything related to the immigration status of the student and/or their family members.

If outside local or federal officers request information that may be related to an immigration investigation, they shall be referred to the Lake Washington School District's Legal Counsel.

6. School Discipline:

In alignment with Lake Washington School District Policy 3241, school administrators shall have broad latitude in addressing minor violations of the district policies that also may be violations of law. Minor violations should be addressed by the school administrators without the involvement of Community Resource Officers.

In general, CRO's shall not be involved in school disciplinary matters.

Self-harming behaviors such as nicotine use, marijuana use, or alcohol use should be addressed by school officials without involvement of the CRO. Lake Washington School District shall provide a mechanism for referrals to alternative programs so that students receive appropriate consequences and counseling for their behavior.

- Minor fights and disturbances may be handled under district policy without CRO involvement.
- Inappropriate social media use should be addressed by the school to the extent it falls under district policy, provided there is not a victim involved that desires to report the situation to law enforcement as a crime. If the material is sexually explicit, the administrator should confer with the CRO to determine the best course of action.

7. Duties and Responsibilities

Each law enforcement agency will place a trained officer as a CRO to service geographical regions of the district based on the four (4) comprehensive high schools in the district. These CRO's will serve all of the schools within the feeder pattern or region of that high school. This includes any middle, elementary or choice school. The primary duties of the CRO are:

- Child Protective Services (CPS) investigations
- Participate in threat assessments, as needed or requested
- Provide continuous support of district efforts to manage threats of violence or harm
- Respond to 911 and other emergency calls at schools
- Conduct scheduled safety assessments of school facilities at the request of the district
- Respond to collisions that occur on campus
- Provide support for traffic and pedestrian concerns in school zones
- Collect/dispose of evidence/paraphernalia obtained during school operations in accordance with department policy
- Comply with district policies and procedures

8. Weekly Schedule:

It is important for all schools to have similar and appropriate support from the CRO program. Understanding the need for CRO's to be flexible and able to respond to emerging issues and emergencies, following are suggestions for creating a weekly schedule:

- Based on varying priorities and commitments, the CRO will strive to visit a different school each week.
- During this visit, they will collaborate with building administrations. Examples of subjects to cover:
 - Open CPS reports
 - Threat Assessments
 - Traffic and pedestrian safety
 - School Safety needs

9. Data Collection and Reporting:

Data is collected by the district as well as each law enforcement agency. Based on reporting definitions, the data between agencies may have some variation.

Prior to the first day of school, CRO's will be provided with a link to the LWSD CRO Daily Data Collection Form which is accessible electronically. The district requires all data from each CRO to be submitted no later than every Monday for the previous week's work.

There are two types of data being collected:

- The Office of the Superintendent of Public Instruction requires the following data be submitted on an annual basis:
 - Number of Hours on Campus
 - In the unlikely event of involvement in student discipline, use of force or arrest and if so, the following information must be provided:
 - Description of each incident
 - The student's race, ethnicity, and other demographics
 - Whether the student has an IEP or 504 plan
 - The number of complaints related to job duties and student interactions filed against a CRO
- In addition to state requirements LWSD also collects the following data:
 - Name of all schools they served that day
 - Total number of hours worked on each campus
 - Total number of hours worked off campus
 - The type of activities participated in while on campus
 - Types of Reports Taken
 - Agency Report Numbers
 - Demographic information when a referral is made to the County Prosecutor

10. Recruitment and Evaluation:

CRO's are employees of the law enforcement agency that they represent, and the district has no employment authority over them. In the Memorandum of Understanding (MOU) with each city, the district agrees to support the CRO program and have trained officers to provide service within all schools.

Recruitment - each agency is responsible for the recruitment and hiring of CRO's. However, the district has a vested interest to ensure that the CRO(s) that are placed in schools uphold the professional standards of the district.

Each law enforcement agency and the district agree that a district representative will be included in the interview process for CRO's. This representation may be voting or non-voting in the process. Notice will be given by the law enforcement agency to the Risk and Safety Services Department when an interview panel is being convened to recruit staff for a CRO position. Risk and Safety Services will provide the name of the district representative that will sit on the panel. Once that is decided the law enforcement agency will work directly with the district representative on the details of the interview process.

Evaluation - the district does not formally evaluate each CRO, this is the responsibility of the law enforcement agency. However, to ensure that each CRO is performing according to the program standards and the professional standards of the district, Risk and Safety Services will collect input from all schools regarding the CRO that serves them. This input will be done quarterly during the school year. The input will be gathered through a survey and collected for each CRO. Once the data is complete, Risk and Safety Services will send the CRO supervisor a report. These quarterly reports will be sent in December, March, and June of each school year.

11. Complaint Process:

There may be times when a concern or complaint is made regarding a CRO in a school. The complaint may be filed with the school/district or may be filed directly with the law enforcement agency.

If the complaint is first filed with the school/district, the following steps are required:

- Complaint made to school/district regarding CRO.
- Complainant completes "CRO Complaint Form".
- Complaint forms are forwarded to Risk and Safety Services within 24 hours.
- Risk and Safety Services reviews the complaint and forwards it to the corresponding law enforcement agency supervisor.
- Risk and Safety Services confirms with the school principal that a complaint has been made and reviews the contents of the complaint form with the principal.
- District sets up meeting with law enforcement agency to review complaint and determine next steps. In collaboration with law enforcement agency, the district will determine if CRO will remain working with school(s).
- The district will perform a policy compliance review based on the contents of the complaint to determine if district policy has been violated.
- Law enforcement agency may perform internal investigation.
- Once investigations are complete, determination will be made on the content of the complaint and any further steps that need to be taken.
- Final employment decisions are made by the law enforcement agency.
- The district has the option to prohibit the CRO from returning to an individual school in the capacity of a CRO. The district cannot prohibit an officer from responding to a school for a police emergency or routine call for service.
- Final determinations will be made in writing and will be shared between the district and the law enforcement agency.
- A common report reviewed by both the district and the agency will be provided to the complainant as to the outcome of the complaint.

If the complaint is first filed with the law enforcement agency, the following steps are required:

- Complaint made to law enforcement agency regarding CRO.
- Law enforcement agency informs Risk and Safety Services of complaint and district "CRO Complaint Form" is completed.
- Risk and Safety Services informs the school principal and reviews the contents of complaint with principal.
- District sets up meeting with law enforcement agency to review complaint and determine next steps. In collaboration with law enforcement agency, district will determine if CRO will remain working with school(s).
- The district will perform a policy compliance review based on the contents of the complaint to determine if a district policy has been violated.
- Law enforcement agency may perform an internal investigation, given circumstances of complaint.
- Once investigations are complete, determination will be made on the content of the complaint and any next steps that need to be taken.
- Final employment decisions are made by the law enforcement agency.
- The district has the option to prohibit the CRO from returning to an individual school in the capacity of a CRO. The district cannot prohibit an officer from responding to a school for a police emergency or routine call for service.
- Final determinations will be made in writing and shared between the district and the policy agency.
- A common report reviewed by both the district and the agency will be provided to the complainant as to the outcome of the complaint.

12. Training:

All Community Resource Officers working in LWSD must complete the training requirements listed below. The district will facilitate registration of the CRO with the Educational Service District (ESD) to ensure they have access to the materials necessary to meet the training requirements.

- Two days of on-the-job training is required.
 - New CROs will complete the required on the job training the first two days of their CRO placement. LWSD will coordinate the location and trainer of on-the-job training.
 - On the job training form will be completed and submitted to the ESD by the district.
 - This training will include LWSD Policy Review.
- Completion of the following 13 topics within six months of employment as a CRO:
 - 1) Constitutional and civil rights of children in schools, including state law governing search and interrogation of youth in schools;
 - 2) Child and adolescent development
 - 3) Trauma-informed approaches to working with youth;
 - 4) Recognizing and responding to youth mental health issues;
 - 5) Educational rights of students with disabilities, the relationship of disability to behavior, and best practices for interacting with students with disabilities;
 - 6) Bias free policing and cultural competency, including best practices for interacting with students from particular backgrounds, including English learner, LGBTQ, immigrant, female, and nonbinary students;
 - 7) Local and national disparities in the use of force and arrests of children;
 - 8) Collateral consequences of arrest, referral for prosecution, and court involvement;
 - 9) Resources available in the community that serve as alternatives to arrest and prosecution and pathways for youth to access services without court or criminal justice involvement;
 - 10) De-escalation techniques when working with youth or groups of youth;
 - 11) State law regarding restraint and isolation in schools, including RCW [28A.600.485](#);
 - 12) The federal family educational rights and privacy act (20 U.S.C. Sec. 1232g) requirements including limits on access to and dissemination of student records for noneducational purposes; and
 - 13) Restorative justice principles and practices.

LWSD will monitor progress of the training requirements and submit completed training materials to the ESD for issuance of a completion certificate. A copy of the certificate will be provided to the CRO Agency, and a copy will remain on file with the District.

13. CRO Program Promotion:

It is important that when sharing information about the CRO Program either from the district or from the law enforcement agency, there are common messages and a standard delivery method. All presentations and promotions of the program will be done through collaboration with the district and respective agency to ensure these standards are met.

****Materials will be mutually created to be used for presentations, open houses, forums or meetings. This will be done by the end of the school year each year, to prepare for school in the fall.***

RCW 28A.320.124 requires the district to share information about district safety and security staff. This includes district School Safety and Prevention Specialists and Community Resource Officers. This will be done at the beginning of each school year.

Each year in August, the district will facilitate a “meet and greet” for all CRO’s placed in schools so that school administrators will have the opportunity to interact with the CRO that will be serving their school for that year.

14. CRO Program Annual Review:

Annually the district will host a meeting with law enforcement agencies to review the CRO Program. This will include the review of:

- Memorandum of Understanding (MOU)
- Standard Operating Procedure Manual
- Communication processes
- Data collection
- Training requirements
- Program promotion

15. Glossary Of Terms:

Educational Service District – regional organization established at the state level as a vehicle to link local public schools with state and national educational resources.

Memorandum of Understanding – the agreement between the district and local law enforcement agency outlined in a formal document.

School Safety Staff – any staff whose primary job duty is to provide safety and security services for the district. This includes Community Resource Officers (contracted commissioned officers from local law enforcement) and School Safety and Prevention Specialists (district employees).

Student Discipline – any action taken by the district in response to student behavioral expectations.

16. Sample Forms:

These sample forms are used for processes outlined in this document and can be found on the Safety Center. Each law enforcement agency also has these forms electronically.

CRO Training Units Completion Form



Lake Washington School District
Community Resource Officer Program
CRO Training Units Completion Form

Instructions: Please complete this form for each of the 13 training units. All units must be completed within 6 months of CRO placement in Lake Washington School District. Once completed, this form must be sent to the Risk and Safety Services Department, Attention: Sheila Kembel within 24 hours of completion.

Your Name:	Agency:
Title and Unit # Completed:	Date of Completion:

Complete the following information for the above referenced training unit:

1) In your own words, describe the content of this training unit:

2) How does this align with your role as a CRO?

3) What steps will you take to incorporate what you learned in this unit into your daily role as a CRO?

4) Other Notes:

3/18/24



CRO Signature and Date Submitted to District:

For Risk and Safety Services Use Only:

Date Completed Form Received by District:

Date Submitted To ESD:

3/18/24

CRO On the Job Training Form – Day 1



Lake Washington School District
Community Resource Officer Program
On The Job Training Form – Day 1



Instructions: Please complete this form for each day of On The Job Training. Once completed, this form must be sent to the Risk and Safety Services Department, Attention: Sheila Kembel within 24 hours of completion.

Your Name:	Agency:
Date of Training:	Location of Training:
Name(s) of Training Staff:	Position and Location of Training Staff

DISTRICT

- ☐ Obtain Access Card and Keys
- ☐ Obtain District E-mail and Access to Raptor
- ☐ Review District Layered Safety
- ☐ Review Daily Data Collection Procedure
- ☐ Provide Overview of Training Requirements, Timeline and Process
- ☐ Review District Policies and Procedures
- ☐ Receive District Calendar and School Schedules
- ☐ Review CRO Meeting Schedule
- ☐ Discuss Any Specific School Needs

SCHOOLS

- ☐ Meet School Safety and Prevention Specialists (Secondary Only)
- ☐ Tour of Campus(s)
- ☐ Introduction to School Administration
- ☐ Introduction to Staff/Students as time permits
- ☐ Discuss School Climate
 - What is working well: programs, processes, techniques
 - Challenge areas/issues at the school
 - Recent and/or ongoing incidents/situations
- ☐ Review School Comprehensive Safety Plan
- ☐ Review School Calendar and Schedule (early release, LEAP days, school breaks, etc)
- ☐ Other (please list)

3/19/24

 Lake Washington School District	 ALL MEANS ALL
CRO Notes and Observations :	
CRO Signature and Date Submitted to District:	
<u>For Risk and Safety Services Use Only:</u>	
Date Completed Form Received by District:	
Date Submitted To ESD:	

CRO On the Job Training Form – Day 2




**Lake Washington School District
Community Resource Officer Program
On The Job Training Form – Day 2**

Instructions: Please complete this form for each day of On The Job Training. Once completed, this form must be sent to the Risk and Safety Services Department, Attention: Sheila Kembel within 24 hours of completion.

Your Name:	Agency:
Date of Training:	Location of Training:
Name(s) of Training CRO:	Training CRO Agency:

CRO On The Job Training

This day consists of shadowing a CRO throughout the day, potentially at several schools and engaging in a variety of tasks. The following areas should be addressed; however, this list is not exhaustive and all tasks from the day should be documented on this form.

☐ Daily Data Collection

☐ Discuss and List Any Specific School Needs (ex: traffic etc.)

☐ Explain CRO School Check In Process

☐ Discuss School/Community Climate

- What is working well
- What programs, processes, techniques are in place that support the schools
- What, if any, are the safety challenge area/issues at the school
- Discuss recent and/or ongoing incidents/situations that are a safety concern
- Are there any factors in the community that are impacting school safety?

☐ Other (please list):

3/19/24




CRO Notes and Observations :

CRO Signature and Date Submitted to District:

For Risk and Safety Services Use Only:

Date Completed Form Received by District:

Date Submitted To ESD:

3/18/24



Lake Washington School District
Community Resource Officer Program
Concern/Complaint Form

Instructions: Please complete this form when a concern or complaint is made regarding a Community Resource Officer. Once completed, this form must be sent to the Risk and Safety Services Department, Attention: Director within 24 hours of completion.

Your Name:	School Name (where incident took place):
Parent/Staff/Student (circle one)	Date Form Completed:
Date of Incident:	Community Resource Officer Name:

Description of Incident:
Suggested remedy:

For Risk and Safety Services Use Only:

Name:	Date received:
Date notified police agency:	Name of individual:
Date notified school:	Name of individual:

3/19/24



Memorandum

Date: 8/3/2026
Meeting of: City Council Special Meeting

File No. AM No. 26-124
Type: Consent Item

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

Finance	Kelley Cochran	425-556-2748
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DEPARTMENT STAFF:

Finance	Kelly Hsi	Risk Program Manager
Finance	Adam O'Sullivan	Finance Manager
Finance	Haritha Narra	Deputy Finance Director

TITLE:

Approval of Pre-Membership in the Washington Cities Insurance Authority (WCIA) and the Pre-Membership Interlocal Agreement

OVERVIEW STATEMENT:

The City is interested in pursuing membership in the Washington Cities Insurance Authority (WCIA). WCIA is a member-governed municipal risk pool serving over 165 public entities in Washington State and has over \$220M in assets. Joining WCIA would replace the City's current carrier-based liability insurance structure with comprehensive coverage, dedicated claims management, and proactive risk management services with an emphasis on loss prevention, training, and partnership. WCIA membership would be effective December 1, 2026.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council is required to approve an interlocal agreement as part of the City joining WCIA.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Since September 2022, the City has received its property and general liability coverage through the Cities Insurance Association of Washington (CIAW), administered through a contracted insurance broker, Leavitt Group. In this structure, CIAW contracts with Clear Risk Solutions to serve as the third-party administrator for claims adjusting and risk control services, while Leavitt Group provides claims consulting support and contract review for insurance language.

As the City has grown in population and complexity, the City's risk exposure and operational needs have also expanded. This growth is occurring in a state with no cap on compensatory damages, which means liability claims can carry significant financial consequences for public entities. The multi-entity structure of the current program can make coordination more challenging, and a consolidated, municipally governed risk pool such as WCIA is better positioned to support the City of Redmond's scale.

To ensure the City Council has adequate time to understand WCIA's program and benefits, the transition to WCIA is being brought forward in two phases. This first phase introduces WCIA to Council and seeks approval to participate in pre-membership at no cost to the City, which will allow the City to assess WCIA's support services, training resources, claims consulting, and risk-prevention guidance. In the fall, after the City has had the opportunity to assess WCIA's fit for Redmond, Council will then receive a second phase action for final approval of full membership and adoption of the resolution for the City to become a member of WCIA effective December 1, 2026, with a minimum three-year commitment upon execution of Appendix 172-26 to the Interlocal Agreement. Continued participation in WCIA for future coverage periods would occur through the annual renewal process. This phased approach provides clarity, transparency, and adequate time for Council evaluation prior to full commitment.

By transitioning to WCIA, the City would receive:

- Integrated claims oversight
- Direct access to WCIA's in-house municipal-focused claim and litigation handling
- Pre-defense and risk consulting legal assistance
- Risk management resources
- A governance model aligned with the needs of Washington cities.

These outcomes are expected to strengthen the City's overall risk posture and provide more predictable long-term protection for the community.

During the pre-membership period, the City's current insurance program, claims handling, and broker services through CIAW, Clear Risk Solutions, and Leavitt Group will remain fully in place to ensure there is no gap in insurance coverage. The City will retain all existing coverages and claims handling processes until WCIA membership becomes effective.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
2025
- **Outreach Methods and Results:**
 - Consulted and met with the Risk Managers at the cities of Bothell, Issaquah, and Sammamish.
 - Met with WCIA
- **Feedback Summary:**
Peer cities confirm strong WCIA support and collaborative approach with members to reduce risk.

BUDGET IMPACT:

Total Cost:

Pre-membership is no cost to the City of Redmond.

\$2,796,706 effective December 1, 2026, for the first year of membership. The City is committed to a three-year period with annual renewals. Increases are anticipated during renewal depending on market conditions and loss run history.

For comparison, the City's current insurance structure is \$2,824,537 per year. A cost comparison between the coverages (current structure vs. proposed WCIA) is available in Attachment F.

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

Budget Offer Number:

297 (Fiscal Accountability)

Budget Priority:

Strategic & Responsive

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

If yes, explain:

N/A

Funding source(s):

Risk Fund

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/14/2026	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

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

Time Constraints:

The City's current insurance policies expire November 30, 2026. The City would like to enter into pre-membership with

WCIA in August 2026, to allow for adequate time for the assessment period and onboarding process, and to avoid renewal conflicts.

ANTICIPATED RESULT IF NOT APPROVED:

If joining WCIA is not approved, the City would continue with its current property and liability coverages and maintain its existing relationships with CIAW, Clear Risk Solutions, and the Leavitt Group. While this structure has supported the City in past years, the resources available through this multi-entity arrangement have become increasingly limited relative to the City's growing risk exposure, rising claims activity, and expanding legal demands. Washington's lack of caps on compensatory damages further heightens the potential financial impact of complex claims, making it essential for the City to have comprehensive and fully integrated support. Remaining with the current model would not provide the same level of coordinated claims management, proactive risk guidance, or municipal governance that a consolidated risk pool such as WCIA offers and may make it more difficult to keep pace with the City's evolving needs over time.

In addition, if the City does not move forward with joining WCIA, the City will need to proceed with its existing renewal cycle with CIAW and outside insurance carriers and prepare comprehensive renewal applications and underwriting submissions on a significantly condensed timeline prior to the December 1, 2026, policy renewal date. This process would be highly rushed and operationally challenging, limiting the City's ability to fully review options, negotiate effectively, or meaningfully address risk exposures in advance of renewal. This is not an ideal position for the City and may increase the risk of unfavorable renewal outcomes.

ATTACHMENTS:

Attachment A: Interlocal Pre-Membership Agreement
Attachment B: Appendix 172-26 Redmond (to be signed for full membership in WCIA)
Attachment C: WCIA Interlocal Agreement (effective upon approval of joining WCIA)
Attachment D: List of WCIA Members
Attachment E: WCIA Membership Overview to Redmond
Attachment F: Cost Comparison - Current Insurance Structure vs. WCIA
Attachment G: Council Approval Timeline

INTERLOCAL AGREEMENT: CREATING PRE-MEMBERSHIP CONDITIONS
BETWEEN WASHINGTON CITIES INSURANCE AUTHORITY AND
CITY OF REDMOND

THIS AGREEMENT, made pursuant CHAPTER 39.34 RCW, is made and entered into in the State of Washington by and among Washington Cities Insurance Authority, a quasi-municipal corporation organized and existing of the Constitution and laws of the State of Washington, Chapter 48.62 RCW, hereinafter referred to as WCIA, and the **CITY OF REDMOND**, a municipal corporation existing under the Constitution and laws of the State of Washington, hereinafter referred to as "Entity" who are the parties signatory to this Agreement. Washington Cities Insurance Authority and the **CITY OF REDMOND** are sometimes referred to herein as "parties".

RECITALS

WHEREAS, the **CITY OF REDMOND** desires and is committed to taking all steps necessary to become a Full Member of WCIA, as membership is defined by WAC 200-100-020(17)(a) as now exists or hereinafter is amended and as defined by the foundational Interlocal Agreement creating Washington Cities Insurance Authority, and;

WHEREAS, the **CITY OF REDMOND** has applied for membership in WCIA and is committed to becoming a Full Member, if approved for membership by WCIA, on the date of **December 1, 2026** at 12:01 a.m. and;

WHEREAS, WCIA is desirous and committed to taking and completing all necessary steps to evaluate the **CITY OF REDMOND** for Full Membership in WCIA and to prepare the **CITY OF REDMOND** for Full Membership in WCIA starting on the date of **December 1, 2026** at 12:01 a.m., and;

WHEREAS, it appears economically feasible and mutually beneficial for the parties to this Agreement to take all steps reasonably necessary to evaluate the **CITY OF REDMOND** for Full Membership in WCIA and to prepare said entity for Full Membership on the date of **December 1, 2026** at 12:01 a.m.;

NOW, THEREFORE, for and in consideration of all the mutual benefits, covenants and agreements contained herein, the parties hereto agree as follows:

I. Covenants.

- a. The **CITY OF REDMOND** hereby formally applies to Washington Cities Insurance Authority to become a Full Member of WCIA to participate in its joint self insurance and risk sharing programs and receive its full membership benefits including orientation, risk management training, and consulting services and all other support services offered to Full Members of WCIA starting on the date of **December 1, 2026** at 12:01 a.m., if so approved by the governing body of WCIA.

- b. The Entity hereby agrees to give all necessary written notice to any insuring or self insuring pooling organization to which the Entity is currently a member or subscriber that it intends to end its current liability insuring or self insuring Entity membership so as to allow the Entity to become a Full Member of WCIA on the effective date cited above, if so approved by WCIA.
- c. The Entity agrees to provide full and open access to its records and claim history so as to allow WCIA to properly evaluate the entity's risk profile for prospective membership in WCIA.
- d. The Entity agrees to accept and complete all recommended pre-membership orientation, risk management training, and consulting services as specified by WCIA and to reimburse WCIA the reasonable cost of any such services provided within sixty (60) days of being billed for the same if the Entity's full membership in WCIA is rejected or if the Entity declines to sign the "appendix" to the foundation Interlocal Agreement creating WCIA when offered Full Membership.
- e. The Entity agrees that if its Full Membership in WCIA is approved by its governing body it will, through its authorized officer, sign via appendix the foundational Interlocal Agreement creating WCIA and thereby become a full participating Member of WCIA as of the effective date of **December 1, 2026** at 12:01 a.m. Thereafter, the Entity agrees to be fully bound by all of the terms and conditions and benefits of full WCIA membership including, but not limited to those specified in the Interlocal Agreement creating WCIA, the WCIA Bylaws and Joint Protection Program documents.
- f. WCIA agrees to perform a full, fair and prompt evaluation of the **CITY OF REDMOND'S** qualifications for membership with WCIA and to deliver a final decision accepting or rejecting the Entity for membership no later than sixty (60) days prior than the proposed effective date of membership stated above. At the same time, if WCIA accepts the Entity for membership, it will state in its acceptance the proposed initial assessment the Entity will be required to pay for the Entity's initial membership.
- g. WCIA agrees to provide all necessary orientation, risk management training and consulting services to the **CITY OF REDMOND** and its officers, employees and elected officials as necessary to prepare the **CITY OF REDMOND** for Full Membership in WCIA.
- h. This pre-membership agreement shall become effective on the date that it has been signed by both parties authorized representatives as indicated below.

II. Amendments.

This Agreement may be amended at any time only by the written approval of all the parties signatory to it.

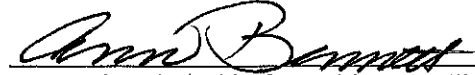
III. Agreement Complete.

The foregoing constitutes the full and complete agreement of the parties. There are no oral understandings or agreements not set forth in writing herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by signature of the authorized officials thereof on the date indicated below their signatures.

For and on behalf of the City of Redmond

Dated this ____ day of _____, 20____.



For and on behalf of Washington Cities

Insurance Authority

Ann Bennett, Executive Director of WCIA

Dated this 10th day of April, 20 26.

**APPENDIX 172-26 TO INTERLOCAL AGREEMENT
CREATING THE WASHINGTON CITIES
INSURANCE AUTHORITY**

WHEREAS, in 1980 the Cities of Mercer Island, Mountlake Terrace, Olympia, Kirkland, Marysville, Lacey, Kent, Everett and Des Moines did enter into and sign an Interlocal Agreement, as authorized by CH 48.62 RCW, for the creation of and operation of a liability self-insurance pool for the mutual protection and benefit of said entities known as the Puget Sound Cities Interlocal Insurance Authority; and,

WHEREAS, on March 13, 1986, the Board of Directors of the Authority did pass a motion to change the name to Washington Cities Insurance Authority. Said change is also ratified by new members; and,

WHEREAS, the above referenced Interlocal Agreement provides in Article 19 for the addition of new members to said Authority after one year of operation as determined by vote of the Board of Directors of said Authority; and,

WHEREAS, Article IV, Section 7 of the Bylaws of the Washington Cities Insurance Authority provides the procedure for the admission of new members to said Authority; and,

WHEREAS, on **April 10, 2026**, the Executive Committee of the Washington Cities Insurance Authority did pass a motion authorizing and inviting **City of Redmond** to become a new member of said Authority; and,

WHEREAS, **City of Redmond** by decision of its respective legislative and executive authorities, has decided to become a new member to the Washington Cities Insurance Authority commencing on **December 1, 2026**;

NOW THEREFORE, for and in consideration of all of the mutual benefits, covenants, and agreements contained herein, **City of Redmond** by signature of its respective authorized representative to this **APPENDIX 172-26** to the original Interlocal Agreement, do hereby agree to be bound to all the terms, conditions, and covenants of the original Interlocal Agreement creating the Washington Cities Insurance Authority and all

previous appendixes, which are incorporated by reference herein and to become members of said Authority commencing at **12:01 a.m. on December 1, 2026.**

The new member whose representative signs this **APPENDIX 172-26** agree that they shall be bound to the original Interlocal Agreement and all previous appendixes, and to which the **APPENDIX 172-26** is attached; and further agree that they shall be bound by all provisions and terms of the Bylaws for the Washington Cities Insurance Authority as they now exist or may be amended in the future. The new member whose representative signs this agreement shall have the benefits of the Joint Protection Programs and obligations thereto as provided by the Washington Cities Insurance Authority commencing at **12:01 a.m., December 1, 2026.**

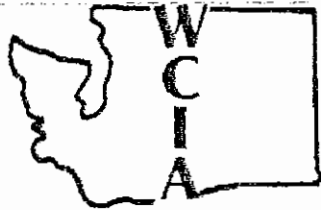
IN WITNESS WHEREOF, the party hereto has executed this **APPENDIX 172-26** to the Interlocal Agreement creating the Washington Cities Insurance Authority by authorized official thereof, on the date indicated below.

DATE: _____ BY: _____

TITLE: _____

ATTEST: _____

DATE: _____



INTERLOCAL AGREEMENT

CREATING THE WASHINGTON CITIES INSURANCE AUTHORITY

**INTERLOCAL AGREEMENT:
CREATING THE WASHINGTON CITIES
INSURANCE AUTHORITY**

THIS AGREEMENT is made and entered into in the State of Washington by and among the municipal corporations organized and existing under the Constitution or laws of the State of Washington, hereinafter collectively referred to as "**Member Cities**" or "**Cities**", and individually as "**Member City**" or "**City**" which are parties signatory to this Agreement and listed in Appendix A, which is attached hereto and made a part hereof. Said Cities are sometimes referred to herein as "**parties**".

RECITALS

WHEREAS, Ch. 48.62 RCW provides that two or more local governmental entities may, by interlocal agreement, jointly purchase insurance, jointly self insure, and/or jointly hire risk management services for any authorized purpose by any one or more of certain specified methods, and;

WHEREAS, each of the parties to this Agreement desires to join together with the other parties for the purpose of pooling their self-insured losses and jointly purchasing excess insurance and administrative services in connection with a Joint Protection Program for said parties, and;

WHEREAS, it appears economically feasible and practical for the parties to this Agreement to do so;

NOW, THEREFORE, for and in consideration of all of the mutual benefits, covenants and agreements contained herein, the parties hereto agree as follows:

ARTICLE I

Definitions

The following definitions shall apply to the provisions of the Agreement:

(a) "**Authority**" shall mean the Washington Cities Insurance Authority created by this Agreement.

(b) "**Board of Directors**" or "**Board**" shall mean the governing body of the Authority.

(c) "**Claims**" shall mean demands made against the Authority arising out of occurrences which are within the Authority's Joint Protection Program as developed by the Board of Directors.

(d) "**Excess Insurance**" shall mean that insurance purchased on behalf of the Authority to protect the funds of the Authority against catastrophes or an unusual frequency of losses during a single year.

(e) **"Executive Committee"** shall mean the Executive Committee of the Board of Directors of the Authority.

(f) **"Fiscal Year"** shall mean that period of twelve months which is established as the fiscal year of the Authority.

(g) **"Coverage"** shall mean and include self-insurance through a funded program and/or any commercial insurance contract.

(h) **"Executive Director"** shall mean that employee of the Authority who is appointed by the Board of Directors, and responsible for the management and administration of the Joint Protection Program of the Authority.

ARTICLE 2

Purpose

This Agreement is entered into by Cities in order to provide more comprehensive and economical liability coverage, to provide for the economical and self insurance pooling of risk exposures for all forms of insurance available or required by law for municipal corporations and for which State law authorizes the formation of pooling organizations to provide such insurance, to reduce the amount and frequency of Cities losses, and to decrease the cost incurred by Cities in the handling and litigation of claims. This purpose shall be accomplished through the exercise of the powers of Cities jointly in the creation of a separate entity, the Washington Cities Insurance Authority, to administer a Joint Protection Program wherein cities will jointly pool and self insure their losses and claims, and may jointly purchase excess insurance and administrative and other services including claims adjusting, data processing, risk management consulting, loss prevention, legal and related services.

It is also the purpose of this Agreement to provide, to the extent permitted by law, for the inclusion at a subsequent date of such additional municipal corporations organized and existing under the Constitution or laws of the State of Washington as may desire to become parties to this Agreement and members of the Authority, subject to approval by the Board of Directors.

It is also the purpose of this Agreement to provide, to the extent permitted by law, that the Authority may, in the discretion of its Directors, contract with non-member Cities or other municipal corporations in the State of Washington to provide, at a reasonable charge, such non-member Cities or municipal corporations administrative and other services including claims adjusting, data processing, risk management consulting, loss prevention and training.

ARTICLE 3

Parties to Agreement

Each party to this Agreement certifies that it intends to and does contract with all other parties who are signatories of this Agreement and, in addition, with such other parties as may later be added to and signatories of this Agreement pursuant to Article 19. Each party to this Agreement also certifies that the deletion of any party from this Agreement, pursuant to Articles 20 and 21, shall not affect this Agreement nor such party's intent to contract as described above with the other parties to the Agreement then remaining.

ARTICLE 4

Term of Agreement

This Agreement shall become effective on January 1, 1981, and shall continue for not less than three years until and unless terminated as hereinafter provided.

ARTICLE 5

Creation of Authority

Pursuant to Ch. 48.62 RCW, the debts, liabilities and obligations of the Authority shall not constitute debts, liabilities or obligations of any party to this Agreement.

ARTICLE 6

Powers of Authority

(a) The Authority shall have the powers common to Cities and is hereby authorized to do all acts necessary for the exercise of said common powers, including, but not limited to, any or all of the following:

- (1) To make and enter into contracts;
- (2) To incur debts, liabilities or obligations;
- (3) To acquire, hold or dispose of property, contributions and donations of property, funds, services and other forms of assistance from persons, firms, corporations and governmental entities;
- (4) To sue and be sued in its own name; and
- (5) To exercise all powers necessary and proper to carry out the terms and provisions of this Agreement, or otherwise authorized by law.

(b) Said powers shall be exercised pursuant to the terms hereof and in the manner provided by law.

ARTICLE 7

Board of Directors

(a) The Authority shall be governed by the Board of Directors which is hereby established and which shall be composed of one representative from each Member City who is an employee or official of that City, as appointed by the City Council, Commission, or appointing official of that City. Each City Council, Commission, or appointing official in addition to appointing a member of the Board, shall appoint at least one alternate who also shall be an officer or employee of that City. The alternate appointed by a City shall have the authority to attend, participate in and vote at any meeting of the Board when the regular member for whom he or she is an alternate is absent from said meeting.

(b) Each member or alternate of the Board shall be appointed for a one year term and until a successor is appointed. Each member or alternate shall serve at the pleasure of the City by which he or she has been appointed as long as he or she is an officer or employee of the City.

(c) Each member of the Board shall have one vote.

ARTICLE 8

Powers of the Board of Directors

The Board of Directors of the Authority shall have the following powers and functions:

(a) The Board may elect from its members, pursuant to Article 10 of this Agreement, an Executive Committee to which it may give authority to make and implement any decisions, including those involving the administration of the Authority, except those decisions that would require an amendment of this Agreement, under Article 26 herein.

(b) The Board may review all acts of the Executive Committee, and shall have the power to modify and/or override any decision or action of the Executive Committee upon a majority vote of the entire Board of Directors.

(c) The Board shall review, modify if necessary, and approve the annual operating budget of the Authority.

(d) The Board shall receive and review periodic accounting of all funds under Article 14 and 15 of this Agreement.

(e) The Board shall have the power to conduct on behalf of the Authority, all business of the Authority which the Authority may conduct under the provisions hereof and pursuant to law.

(f) The Board shall determine and select a Joint Protection Program for the Authority.

(g) The Board shall determine and select all necessary instruments of coverage to carry out the Joint Protection Program of the Authority.

(h) The Board shall have the authority to contract for or develop various services for the Authority, including, but not limited to claims adjusting, loss control and risk management consulting services.

(i) The Board shall appoint an Executive Director of the Authority and shall receive and act upon reports of the Executive Director.

(j) The Executive Director shall have the power to hire such persons as the Board authorizes for the administration of the Authority, including the "borrowing" of management-level employees from one or more of the Member Cities to assist in the development phase of the Joint Protection Program of the Authority, subject to the approval of the Member City. Any Member City whose employee is so "borrowed" according to this provision shall be reimbursed by the Authority for that employee's time spent or services rendered on behalf of the Authority.

(k) The Executive Director shall have the general supervisory control over the day-to-day decisions and administrative activities of the Authority.

(l) The Board shall have such other powers and functions as are provided for in this Agreement, including, but not limited to, the power to authorize the contracts with non-member Cities or municipal corporations and the "Authority", to provide services to such non-members as set forth in Article 2, upon such terms and conditions as the Director shall decide appropriate.

ARTICLE 9

Meetings of the Board of Directors

(a) **Meetings.** The Board shall provide for its regular, adjourned regular and special meetings; provided, however, that it shall hold at least one regular meeting annually.

(b) **Minutes.** The Board of the Authority shall cause minutes of regular, adjourned regular and special meetings to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each member of the Board and to each City.

(c) **Quorum.** A majority of the members of the Board shall constitute a quorum for the transaction of business, except that less than a quorum may adjourn from time to time. A vote of the majority of those members present at a meeting shall be sufficient to constitute action by the Board.

ARTICLE 10

Executive Committee

The Board of Directors may appoint at any time of the year during a Board meeting an Executive Committee of the Board of Directors which shall consist of an odd number of not less than five nor more than nine members, as determined by the Board of Directors. Two of the members of the Executive Committee shall be the President of the Board of Directors, and the Vice President of the Board of Directors; the remainder of the members, after their original election, shall be elected by the Board of Directors at the same time the officers of the Board are elected in January of each calendar year. The President of the Authority, or the Vice President in his or her absence, shall serve as the Chairperson of the Executive Committee. The Board of Directors may delegate any of the powers of the Board as outlined in Article 8 to the Executive Committee and may establish and delegate any other powers and duties the Board deems appropriate.

ARTICLE 11

Officers of the Authority

(a) **President and Vice President.** The Board shall elect a President and Vice President of the Authority at its first meeting, each to hold office for one year term and until successor is elected. Thereafter in January of each succeeding calendar year, the Board shall elect or re-elect the President and Vice President for the ensuing year. In the event the President or Vice President so elected ceases to be a member of the Board, the resulting vacancy in the office of President or Vice President shall be filled at the next regular or special meeting of the Board held after such vacancy occurs. In the absence or inability of the President to act, the Vice President shall act as President. The President, or in his or her absence, the Vice President, shall preside at and conduct all meetings of the Board and shall be a member and the Chairperson of the Executive Committee.

(b) **Executive Director.** The Executive Director shall have the general administrative responsibility for the activities of the Joint Protection Program and shall appoint all necessary employees thereof.

(c) **Treasurer.** The Treasurer shall be appointed by the Board and shall be a person other than the Executive Director. The duties of the Treasurer are set forth in Article 14 and 15 of this Agreement.

(d) **Attorney.** The Board of Directors shall select an attorney for the Authority. The attorney may be, but is not required to be, a City Attorney, from a Member City. In the event the attorney is precluded from acting because of a conflict of interest or legal impediment, or for other good reason, the Board may employ independent counsel as the attorney for the Authority. The attorney shall serve at the pleasure of the Board of Directors.

ARTICLE 12

Coverage

(a) The coverage provided for Member Cities by the Authority shall be defined by the Board and may allow or require protection for comprehensive liability, personal injury, errors and omissions, contractual liability, and such other areas of coverage as the State shall require or the Board shall determine.

(b) The Authority shall maintain a coverage limit for Member Cities determined by the Board of Directors to be adequate. The Board may arrange purchase of a group insurance policy for Member Cities interested in obtaining additional coverage above this limit, at an additional cost to those participating Cities.

(c) The Board may arrange for the purchase of any other insurance deemed necessary to protect the funds of the Authority against catastrophes.

ARTICLE 13

Development of the Joint Protection Program

(a) As soon as practicable after the effective date of this Agreement, but prior to the effective date of the Joint Protection Program, the Board of Directors shall adopt the Authority's Joint Protection Program, including the coverage provided for in Article 12, the amount of initial assessment, the precise cost allocation plan and formula, the pro forma financial statement of the Authority, and the amount and type of excess insurance which may be procured.

(b) The Joint Protection Program provided by the Authority shall extend to all city department operations except transit, aviation and hospitals, unless otherwise excluded by the Board of Directors.

(c) The initial assessment for each City shall be determined by the Board, in its discretion, based upon a fair formula which may consider, but not be limited to, total City worker hours, total City payroll, administrative experience of the City, the previous loss experience of the City, the liability risks of the City and the costs to the Authority of adding the City as a member.

(d) The cost allocation plan and formula adopted by the Board shall provide for an adjustment in the Member Cities' assessments at the end of the first year of operation, and annually thereafter, in order to produce an assessment for the following year for each City shall consider, but not be limited to, the following:

(1) That amount of losses borne individually by the City, as determined by the Board; and

(2) The City's share of pooled losses and other expenses, as determined by the Board; and

(3) The City's contribution to a catastrophe fund and reserves for incurred-but-not-reported losses, and amount of such fund and reserves to be determined by the Board.

(e) The Board may at any time make additional assessment adjustments to correct any fund deficit as the Board deems necessary to maintain the financial integrity of the Authority..

(f) The Board shall adopt criteria for determining each City's annual share of pooled losses, expenses and contribution to a catastrophe fund which may include the City's payroll as compared to the total payroll of all Member Cities, the City's individual loss experience, and such other criteria as the Board may determine to be relevant.

(g) The annual readjustment of the amount of assessment shall be made and notices for readjusted assessment amounts and the next year's assessments shall be distributed at least ninety (90) days prior to the close of each fiscal year. This assessment amount, together with any readjusted amount due under paragraph (c) above, shall be due and payable on or before fifteen (15) days after the beginning of the fiscal year.

(h) Inasmuch as some Member Cities may experience an unusual frequency of losses during a single fiscal year, which could increase their final assessment substantially for that year and cause budgetary problems, the Board may provide for payment of a portion of

such assessment to be made over a period of time, not to exceed three years, plus reasonable interest.

ARTICLE 14

Accounts and Records

(a) **Annual Budget.** The Authority shall annually adopt an operating budget, pursuant to Article 8(c) of this Agreement.

(b) **Funds and Accounts.** The Authority shall establish and maintain such funds and accounts as may be required by state law and proper accounting practices. Books and records of the Authority shall be in the hands of the Treasurer and shall be open to any inspection at all reasonable times by representatives of Member Cities.

(c) **Executive Director's Report.** The Executive Director, within one hundred and twenty (120) days after the close of each fiscal year, shall give a complete written report of all financial activities for such fiscal year to the Board and to each Member City.

(d) **Annual Audit.** The Board may provide for a certified, annual audit of the accounts and records of the Authority such audit shall conform to generally accepted auditing standards. When such an audit of the accounts and records is made by a Certified Public Accountant, a report thereof shall be filed as a public record with each of the Member Cities. Such report shall be filed within six (6) months of the end of the year under examination.

(e) **Costs.** Any costs of the audit, including contracts with, or employment of, Certified Public Accountants, in making an audit pursuant to this Article, shall be borne by the Authority and shall be considered included within the term "administrative costs".

ARTICLE 15

Responsibility for Monies

(a) The Treasurer of the Authority shall have the custody of and disburse the Authority's funds subject to Board approval. He or she shall have the authority to delegate the signatory function to such persons as are authorized by the Board.

(b) A bond in the amount set by the Board, as outlined by State RCW shall be required of all officers and personnel authorized to disburse funds of the Authority, such bond to be paid for by the Authority.

(c) The Treasurer's duties shall include:

(1) Receive and receipt for all money of the Authority and place it in the treasury to the credit of the Authority;

(2) Be responsible upon his or her official bond for the safekeeping and disbursement of all of the Authority's money so held by him or her;

(3) Pay, when due, out of money of the Authority so held by him or her, all sums payable on outstanding debts of the Authority;

(4) Pay any other sums due from the Authority money only upon request for payment signed by the President of the Board or the Executive Director. The Board may designate an alternate signature for each; and

(5) Verify the report in writing on the first day of July, October, January and April of each year to the Authority and to Member Cities the amount of money held for the Authority, the amount of receipts since the last report, and the amount paid out since the last report.

ARTICLE 16

Responsibilities of the Authority

The Authority shall perform the following functions in discharging its responsibilities under this Agreement:

(a) Provide coverage by whatever means and methods the Board deems appropriate, including but not limited to a self-insurance fund and commercial insurance, as well as excess coverage and umbrella insurance, by negotiation or bid, and purchase, as necessary.

(b) Assist Cities in obtaining insurance coverages for risks not included within the basic coverage of the Authority.

(c) Assist each City's assigned risk manager with the implementation of that function within the City.

(d) Provide loss prevention and safety and consulting services to Cities as required.

(e) Provide claims adjusting and subrogation services for claims covered by the Authority's Joint Protection Program.

(f) Provide loss analysis by the use of statistical analysis, data processing, and record and file-keeping services, in order to identify high exposure operations and to evaluate proper levels of self-retention and deductibles.

(g) Provide for Cities, as needed, a review of their contracts to determine sufficiency of indemnity and insurance provisions.

(h) Conduct risk management audits to review the participation of each City in the program. The audit shall be performed by the Executive Director, or, at the discretion of the Board, an independent auditor may be retained by contract to conduct the audits.

(i) The Authority shall have such other responsibilities as deemed necessary by the Board of Directors in order to carry out the purposes of this Agreement.

ARTICLE 17

Responsibilities of Member Cities

Member Cities shall have the following responsibilities:

(a) The City Council, Commission, or appointing official of each City shall appoint a representative and at least one alternate representative to the Board of Directors, pursuant to Article 7 of this Agreement.

(b) Each City shall appoint an employee of the City to be responsible for the risk management function within that City, and to serve as a liaison between the City and the Authority as to risk management.

(c) Each City shall maintain an active safety officer and/or committee, and shall consider all recommendations of the Authority concerning the development and implementation of a loss control policy to prevent unsafe practices.

(d) Each City shall maintain its own set of records, as a loss log, in all categories of loss to insure accuracy of the Authority's loss reporting system.

(e) Each City shall pay its assessment and any readjusted assessment promptly to the Authority when due. After withdrawal or termination, each City shall pay promptly to the Authority its share of any additional assessment and accrued interest at a rate determined by the Board when and if required of it by the Board under Article 22 or 23 of this Agreement.

(f) Each City shall provide the Authority with such other information or assistance as may be necessary for the Authority to carry out the Joint Protection Program under this Agreement.

(g) Each City shall in any and all ways cooperate with and assist the Authority, and any insurer of the Authority, in all matters relating to this Agreement and covered losses, and will comply with all by-laws, rules and regulations adopted by the Board of Directors.

ARTICLE 18

Interim Period and Effective Date of Program

(a) **Interim Period.** Once this Agreement has been initially signed, the estimated deposit charge for each City shall be developed and presented to each City by written notice. Each City shall have thirty (30) days from the receipt of such notice to withdraw from the Agreement.

After the end of this thirty (30) day period, and prior to December 1, 1980, each City's actual deposit charge shall be determined. Each City which signed the Agreement shall be bound thereby unless the actual deposit charge for the first year exceeds the estimated deposit charge in the written notice. If the actual deposit charge exceeds the estimated deposit charge, a Member City may nevertheless, elect to proceed with its participation in the Joint Protection Program by informing the Authority, in writing, of its decision to that effect.

(b) **Effective Date.** After each City's actual deposit charge for the first year has been determined, written notice to that effect shall immediately be given to all Cities. The Joint Protection Program shall become effective thirty (30) days from the date of such notice.

(c) **Joint Protection Program.** After this Agreement becomes effective, the Authority shall develop the details of the Joint Protection Program more fully described in Article 12 and 13 of this Agreement.

ARTICLE 19

New Members

After the effective date of the Joint Protection Program is established by the Authority, according to the provisions of Article 18, additional Cities shall not be permitted to become signatories to this Agreement, or to enter the Joint Protection Program, during the first year of operation. Following the first year of operation, the Authority shall allow entry in the program of new members approved by the Board at such time during the year as the Board deems appropriate. Cities entering under this Article will be required to pay their share of organizational expenses as determined by the Board, including those necessary to analyze their loss data and determine their assessment.

ARTICLE 20

Withdrawal and Cancellation

(a) City Withdrawal From Authority Membership

(1) A Member City may withdraw as a party to this Agreement pursuant to requirements of Article 18.

(2) A Member City which signs the Agreement and enters the Joint Protection Program pursuant to Article 18 may not withdraw as a party to this Agreement and as a member of the Authority for a three-year period commencing on the effective date of the Joint Protection Program, as determined by Article 18.

(3) After the initial three-year non-cancelable commitment to the program, a Member City may withdraw from membership only at the end of any fiscal year of the Authority, provided it has given the Authority twelve months prior written notice of its intent to withdraw from this Agreement. Such notice shall be hand carried or mailed to the offices of the Authority by certified mail.

(4) Withdrawal of membership will result in automatic cancellation of such Member City's participation in the Joint Protection Program, any excess insurance and any other programs offered by the Authority effective the date of withdrawal. Further, the Authority reserves the right to non-renew said withdrawing Member City's coverage in any Authority program during such City's notice period.

(b) Authority Termination of City Membership

(1) The Authority shall have the right to terminate any City's membership in the Authority at any time. Such Termination of Membership shall be upon a majority vote of the Board of Directors present at a full Board meeting where such motion for termination of membership is presented. A City's termination of membership shall become effective no later than sixty (60) days after the date such motion is passed, but in no event shall membership extend beyond the last day of coverage in the current Authority program in which said City is a participant.

(2) For purposes of this section, Membership in the Authority consists of a Member City's right to have a representative on the Board of Directors and to vote on Board matters, and the right to participate or receive coverage in any Joint Protection Program, self-insured retention or excess insurance program, and to utilize any Authority services or programs.

(3) The Authority shall notify a City in writing of its intent to vote on a motion for Termination of Membership of the City at least 30 days before the meeting at which the motion is to be voted upon. The notification shall include reasons for the proposed Termination of Membership. The affected City has the right to be represented at the meeting where the motion for Termination of Membership is to be voted upon and will be provided an opportunity to address the Board members present if they so choose.

ARTICLE 21

Cancellation of Coverage

(a) The Authority shall have the right to cancel any Member City's participation in any coverage program offered by or through the Authority. The terms of such cancellation of coverage will be specified in each of the coverage documents for the Authority's various programs, except that excess coverage in any program shall automatically cancel effective the date of cancellation of its self-insured coverage. Further coverage in all Authority programs shall cease effective the date of Member City's voluntary withdrawal of membership from the Authority.

(b) The Authority may cancel any Member City's participation in any coverage program offered by or through the Authority without termination of the Member City's membership in the Authority. However, any City whose Membership in the Authority has been terminated pursuant to Article 20(B) shall automatically be canceled from participation in all coverage programs offered by or through the Authority as of the effective date of termination of membership.

ARTICLE 22

Effect of Withdrawal

(a) The withdrawal of any City from this Agreement shall not terminate the same and no City by withdrawing shall be entitled to payment or return of any assessment, consideration of property paid, or donated by the City to the Authority, or to any distribution of assets.

(b) The withdrawal of any City after the effective date of the Joint Protection Program shall not terminate its responsibility to contribute its share of funds to any fund or program created by the Authority until all claims, or other unpaid liabilities, covering the period the City was signatory hereto have been finally resolved and a determination of the final amount of payments due by the City or credits to the City for the period of its membership has been made by the Board of Directors. In connection with this determination, the Board may exercise similar powers to those provided for in Article 23(c) of this Agreement.

ARTICLE 23

Termination and Distribution

(a) This Agreement may be terminated any time during the first three noncancelable years by the written consent of all Member Cities, and thereafter by the written consent of three-fourths of the Member Cities; provided, however, that this Agreement and the Authority shall continue to exist for the purpose of disposing of all claims, distribution of assets and all other functions necessary to wind up the affairs of the Authority.

(b) Upon termination of this Agreement, all assets of the Authority shall be distributed only among the parties that have been Members of the Joint Protection Program, including any of those parties which previously withdrew pursuant to Article 20 or 21 of this Agreement, in accordance with and proportionate to their cash (including assessment) payments and property (at market value when received) contributions made during the term of this Agreement. The Board shall determine such distribution within six months after the last pending claim or loss covered by this Agreement has been finally disposed of.

(c) The Board is vested with all powers of the Authority for the purpose of winding up and dissolving the business affairs of the Authority. These powers shall include the power to require Member Cities, including those which were Member Cities at the time the claim arose or at the time the loss was incurred, to pay their share of any additional amount of assessment deemed necessary by the Board for final disposition of all claims and losses covered by this Agreement. A City's share of such additional assessment shall be determined on the same basis as that provided for annual assessments in Article 13(d) and (e) of this Agreement, and shall be treated as if it were the next year's annual assessment for that City, subject to the limits described in Article 13(h) of this Agreement.

ARTICLE 24

Provisions for By-Laws and Manual

As soon as practicable after the first meeting of the Board of Directors, and within the first twelve months of the Authority's existence, the Board shall cause to be developed Authority By-Laws and a policy and procedure manual to govern the day-to-day operations of the Authority. Each Member City shall receive a copy of any By-Laws, policy statement or manual developed under this Article.

ARTICLE 25

Notices

Notices to Member Cities hereunder shall be sufficient if mailed to the office of the City Clerk of the respective Member City.

ARTICLE 26

Amendment

This Agreement may be amended at any time by the written approval of two-thirds of all City Councils or Commissions of Cities signatory to it, or by an amendment adopted in the manner provided for in the By-Laws.

ARTICLE 27

Prohibition Against Assignment

No City may assign any right, claim or interest it may have under this Agreement, and no creditor, assignee or third party beneficiary of any City shall have any right, claim or title to any part, share, interest, fund, assessment or asset of the Authority.

ARTICLE 28

Agreement Complete

The foregoing constitutes the full and complete Agreement to the parties. There are no oral understandings or agreements not set forth in writing herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by Authorized officials thereof on the date indicated in the appropriate Appendix.

ATTACHMENT D - WCIA MEMBERS

Aberdeen	Clyde Hill	Kelso
Anacortes	College Place	Kenmore
Arlington	Coupeville	Kennewick
Asotin	Covington	Kirkland
Auburn	Cowlitz 911	Kitsap 911
Bainbridge Island	Cowlitz-Wahkiakum	La Conner
Battle Ground	Council of Governments	Lacey
Benton City	Des Moines	Lake Forest Park
Bonney Lake	Duvall	Lake Stevens
Bothell	eCity Gov Alliance	Lake Stevens Sewer
Bremerton	Edgewood	District
Brewster	Edmonds	Lakewood
Brier	Ellensburg	Leavenworth
Burien	Elma	Liberty Lake
Burlington	Enumclaw	Long Beach
Camas	Everson	Longview
Cashmere	Federal Way	LOTT Clean Water
Centralia	Ferndale	Alliance
Chehalis	Fife	Lynden
Chelan	George	Lynnwood
Cheney	Goldendale	Mabton
Clark Regional	Grandview	Maple Valley
Emergency Services	Grays Harbor	Marysville Fire District
Agency	Communications Center,	Mason County
Clarkston	E9-1-1	Emergency
Cle Elum	Hoquiam	Communications
	Issaquah	Mattawa

ATTACHMENT D - WCIA MEMBERS

McCleary	Ocean Shores	Seattle Southside
Medical Lake	Olympia	Regional Tourism Authority
Mercer Island	Olympia Metropolitan Park District	Selah
Metropolitan Park District of Tacoma	Olympic View Water and Sewer District	Sequim
Mill Creek	Orting	Shelton
Millwood	Othello	Shelton Metropolitan Park District
Milton	Pasco	Shoreline
Monroe	Pasco Public Facilities District	Silver Lake Water and Sewer District
Monroe Transportation Benefit District	Port Angeles	Skagit 9-1-1
Moses Lake	Port Townsend	Skagit Council of Governments
Mount Vernon	Poulsbo	Snohomish
Mountlake Terrace	Pullman	Snohomish County 911
Mukilteo	Pullman Metropolitan Park District	Snoqualmie
Multi Agency Communications Center	Pullman-Moscow Regional Airport Board	South Correctional Entity (SCORE)
Newcastle	Puyallup	South Sound 911
NORCOM	Regional Crisis Response Agency	Spokane Regional Emergency Communications
Normandy Park	Richland	Spokane Valley
Normandy Park Metropolitan Park District	Ridgefield	Stanwood
North Bonneville	Royal City	Steilacoom
Northshore Park and Recreation Service Area	Sammamish	Stevenson
Northshore Utility District		Sumas
Oak Harbor		

ATTACHMENT D - WCIA MEMBERS

Sumner	Warden
Sumner Transportation Benefit District	Washington Multi-City Business License & Tax Portal Agency
Sunnyside	Washougal
Three Rivers Regional Wastewater Authority	Water Operating Board
Thurston 9-1-1 Communications	Wenatchee
Thurston Public Utility District	West Richland
Thurston Regional Planning Council	Westport
Toppenish	WHITCOM 911
Tukwila	William Shore Memorial Pool District
Tukwila Pool Metropolitan Park District	Woodinville
Tumwater	Woodway
Tumwater Metropolitan Park District	Yakima Valley Conference of Governments
Union Gap	Yarrow Point
University Place	Zillah
Valley Communications Center	
Valley Regional Fire Authority	
Walla Walla	
Walla Walla Valley Metropolitan Planning Organization	

Washington Cities Insurance Authority

Member Governed Risk Protection for Cities

Presented to the City of Redmond

By

Ann Bennett, Executive Director

Why Cities Choose WCIA

- Interlocal, non-profit risk pool serving over 165 members
- Over \$220 million in assets providing long term stability
- Member governed
- Comprehensive coverages
- Strong emphasis on loss prevention, training and partnership



Member Owned Member Driven

- Governed by a board of directors made up entirely of members
- Transparent, stable and predictable pricing
- Coverage decisions made locally with clear appeal rights
- Claims, training and risk management aligned to municipal realities
- Member required participation in training, risk management and stewardship designed to protect the pool-COMPACT



Coverage Built for Cities

- Liability (required)
 - Cyber & Information Security (included)
 - Pollution Premises Liability (included)
- Property & Auto Damage (optional)
- Equipment Breakdown (optional)
- Crime and Fidelity (optional)

More Than Insurance

- Pre-Defense and Risk Consulting legal assistance before decisions are made
- Dedicated WCIA Risk Management Representative
- Comprehensive training and education
- Risk reduction grants



Claim Partnership

- In-House municipal-focused claim and litigation handling with control in all coverage layers
- 24/7 Emergency Response
- Trial attorneys with municipal law expertise
- Collaborative approach with members

Investing in Your People and Your City

- Comprehensive on-site, regional and on-line training
- Reimbursements for certifications and accreditations
- Grants focused on risk reduction
- Support for staff development to reduce risk

Pricing and Coverages

WCIA Coverage:	12/01/2026 Through 12/31/2027
Liability \$0 deductible \$250,000 deductible	\$2,608,043 \$1,869,967
Cyber Insurance	Included
Pre-Defense Review	Included
WCIA Training and Education	Included
WCIA Risk Management and Consultations	Included
Property - \$50,000 Deductible	\$831,766
Automobile Physical Damage - \$25,000 Deductible	\$64,973
Equipment Breakdown Various Deductibles apply	Approx. \$25,000
Crime/Fidelity (estimate only)	Subject to underwriter review and approval, Approx. \$5,000
Total Cost (\$0 deductible) \$250,000 Liability Deductible	\$3,534,782 \$2,796,706

Coverage herein based on WCIA's current 2026 coverage and may be subject to change for 2027. Liability pricing will not change, the property and auto physical damage pricing is based off the current reported values and any changes made to the reported values will impact the pricing.

Liability coverage required for membership. Other coverage optional for the City.

Liability

Policy Form	100% Occurrence (not claims made)
Automobile Liability General Liability Errors or Omissions Liability Law Enforcement Liability Employment Practices Liability Employee Benefit Liability Stop Gap	\$20,000,000 Limits each Occurrence Subject to Aggregates and Sub-limits below Additional limits can be individually purchased
Deductible Per Occurrence: \$0	Annual Cost: \$2,608,043
<i>Liability costs are based on 1,272,216 reported worker hours.</i>	
\$25,000 Deductible	\$2,378,536
\$50,000 Deductible	\$2,268,998
\$100,000 Deductible	\$2,122,947
\$250,000 Deductible	\$1,869,967

Liability

LIABILITY LIMITS/ULTIMATE NET LOSS:

WCIA SELF-INSURED LAYER LIMIT:	\$5,000,000 PER OCCURRENCE
REINSURED LAYER G.E.M.:	\$3,000,000 PER OCCURRENCE
REINSURED LAYER Safety National:	\$5,000,000 PER MEMBER AND AGGREGATE (EXCEPT AL is limited to \$25M POOL AGGREGATE)
REINSURED LAYER Allied World, Inc:	\$6,000,000 PER MEMBER AND AGGREGATE (EXCEPT AL is limited to \$30M POOL AGGREGATE)
REINSURED LAYER Palomar:	\$1,000,000 PER MEMBER AND AGGREGATE (EXCEPT AL is limited to \$5M POOL AGGREGATE)

\$4,000,000 per occurrence limit and \$4,000,000 annual aggregate per member applying to Terrorism.

\$5,000,000 per occurrence limit and \$5,000,000 annual aggregate limit per member for Errors or Omissions Coverage arising out of the operations, ownership, maintenance or use of any airport.

\$5,000,000 per occurrence limit and \$5,000,000 annual aggregate limit per member for any liability arising out of Land-Use Planning and Land-Use Regulation, zoning, and any other land use and permitting process.

\$10,000,000 per occurrence per member for any loss, liability cost, damage, expense, fine or penalty of any insured resulting from or arising out of or related to directly or indirectly or in whole or in part to property damage or bodily injury caused by the gradual or sudden "Subsidence" of the earth.

DESCRIPTION OF COVERAGE: General Liability, Automobile Liability, Stop-Gap Coverage, Errors or Omissions Liability, Employee Benefits Liability, Employment Practices Liability, Prior Wrongful Acts, and Police Professional Liability Coverage.

Cyber

Cyber Insurance Coverage Included with Liability coverage	Member Limits	Retention
Security and Privacy Liability Regulatory Action	\$1,000,000 sublimit \$1,000,000 sublimit \$5,000,000 Pool Limit	\$100,000
Business Interruption	\$1,000,000 sublimit \$5,000,000 Pool Limit	18 Hours \$100,000
Privacy Event Services · Notifications to affected individuals · Identity theft call center assistance, identity restoration services, identity monitoring and victim cost reimbursement insurance	\$1,000,000 sublimit \$5,000,000 Pool Limit	\$100,000
Event Management · Forensic investigations · Cost of public relations or crisis management firm · Cost to restore, recollect or recreate electronic data · Cost to determine whether or not electronic data can be restored, recollected or recreated	\$1,000,000 Event Response \$1,000,000 Electronic Data \$5,000,000 Pool Limit	\$100,000

Cyber

Cyber Insurance Coverage	Member Limits	Retention
No separate charge included with liability		
Cyber Extortion Including Bitcoin Ransom coverage	\$100,000 or \$500,000 Subject to carrier review	\$100,000
Subject to carrier review	\$5,000,000 Pool Limit	
Cyberterrorism	Same as above	\$100,000
Coverage subject to completion of application and approval by insurance carrier.		
Pricing is included with the Liability coverage.		

Premises Pollution Liability

Premises Pollution Liability	Member Limits	Retention
No separate charge included with liability	\$2,000,000 each incident \$10,000,000 Pool Aggregate	\$100,000 each incident
New Conditions	\$2,000,000 each incident \$10,000,000 Pool Aggregate	\$100,000
Blanket Transportation	Same as above	\$100,000
Business Interruption	\$2,000,000 each incident \$10,000,000 Pool Aggregate	72 Hours waiting period
Locations must be scheduled with WCIA. Blanket coverage added for all members' right of ways, streets & roads, retention ponds, sidewalks, and all stormwater facilities including drains. Pricing is included with the Liability coverage.		

Property Coverage

Coverage	Limits
Per Occurrence All Other Perils	\$400,000,000 each occurrence
Earthquake	\$250,000,000 each occurrence and Pool Aggregate. Limits are shared amongst all Members. Deductible – 2% of values suffering a loss subject to a shared \$250,000 minimum per occurrence.
Flood	\$150,000,000 each occurrence and Pool Aggregate. Except \$75,000,000 in FEMA Zones A/V. Deductible – 3% of values subject to a minimum \$250,000 per occurrence except for Flood Zones A/V \$500,000 minimum.
Business Interruption	\$10,000,000 each occurrence
Extra Expense	\$25,000,000 each occurrence
Transit/Off Premises	\$10,000,000
Electronic Data Processing	Included (no Sub-limit)
Contractors Equipment (Inland Marine)	Included (no Sub-limit)
Valuable Papers	Included (no Sub-limit)
Fine Art	Unscheduled: \$2,500,000 Scheduled: Included (no sub-limit subject to policy limits)
Increased Cost of Construction	\$25,000,000
Off Premises Service Interruption	\$25,000,000

Property Coverage

Coverage	Limits
Per Occurrence All Other Perils	\$400,000,000 each occurrence
Scheduled Landscaping	\$5,000,000
Terrorism Certified and Non-Certified	\$100,000,000
All Risk Basic Deductible (Other than flood & earthquake)	Member's Choice <i>see table below</i>
Cost is based on reported values of \$464,775,900. Coverage is for replacement cost except for vacant building which is actual cash value with no co-insurance penalties. WCIA conducts property appraisals on all structures valued at or above \$225,000 (paid for by WCIA).	

Deductible	Annual Assessment
\$1,000	\$1,756,467
\$5,000	\$1,375,435
\$25,000	\$947,935
\$50,000	\$831,766

Auto Physical Damage

Automobile Physical Damage

Coverage valuation: Actual Cash Value (ACV) and/or Replacement Cost*

Replacement Cost available for all vehicles valued \$50,000 or greater.

Comprehensive & Collision Coverage

Deductible: **Member choice** (see pricing options below based on reported values of \$16,332,507)

Waive deductible for glass repair, fire and lightning damage to scheduled vehicles.

Replacement Cost Coverage Option*

Replacement cost coverage option available for vehicles with replacement cost values of \$50,000 or greater. Members elect which vehicles have replacement cost coverage. Same rates as Actual Cash Value (ACV) coverage, however the cost is higher due to the increased valuation of the vehicles.

Deductible	Annual Assessment
\$500	\$ 413,740.88
\$1,000	\$ 281,650.28
\$5,000	\$ 209,015.77
\$25,000	\$ 64,973

Equipment Breakdown

COVERAGE ITEM	LIMITS / DETAILS
Equipment Breakdown (incl. Property Damage)	\$100,000,000
Business Interruption / Business Income	\$10,000,000
Extra Expense	\$1,000,000
Hazardous Materials Sublimit	\$500,000
Objects Covered	Mechanical, electrical, and pressurized equipment Locations must be scheduled with WCIA
Standard Deductible	\$10,000 combined (all coverages)
Special Equipment Deductibles	\$25 per KW – Turbine Generators (min. \$50,000) \$25 per HP – Motors, Pumps, Deep Well Pumps* \$2.50 per KVA – Transformers* \$25 per HP – A/C & Refrigeration Systems* \$25 per HP – ICEs & Generators ≥ 500 HP* *\$10,000 minimum
Carrier	Hartford Steam Boiler
Estimated Annual Cost	Approx. \$25,000

Crime & Fidelity

COVERAGE ITEM	LIMITS / DETAILS
Employee Dishonesty	\$2,500,000
Theft, Disappearance & Destruction	\$2,500,000
Faithful Performance of Duty	\$2,500,000
Computer Fraud	\$2,500,000
Employee Forgery and Alteration	\$2,500,000
Funds Transfer Fraud	\$2,500,000
Impersonation Fraud Coverage (\$50,000 Deductible)	\$250,000 sublimit
Blanket Basis All Employees Covered	
Deductible	\$10,000
Carrier	National Union
Estimated Annual Premium	\$5,000

WCIA Website



MEMBER LOGIN

Search...



ABOUT US

INSURANCE PROGRAMS

SERVICES

MEMBER RESOURCES



[Home](#) > Member Resources

Member Resources

Welcome to the Member Resources page. This section is a convenient place for WCIA Members to gain access to information and resources related to WCIA Membership.

Member Coverages

View member-only information about the following coverages [here](#):

Auto Physical Damage
Crime and Fidelity
Cyber
Equipment Breakdown



Help



Member Dashboards

Test Member Dashboard - Plan B

More

Data is current. Refresh Data

Claim Activity

Recent Claims		
Claim Number	Claimant	Date of Loss
21-0294	Rich Galekovich	02/23/2021
21-0293	Orting	02/19/2021
21-0292	Jennifer Schroedl - Prieto	06/21/2020
21-0291	Kristen Nelson	01/08/2021
21-0290	Bothell	02/13/2020
21-0289	Brenda Cruz-Magana	01/29/2021
21-0288	Nathan Burgess	01/31/2021
21-0287	David Anderson	02/16/2021
21-0286	Shelton	02/21/2021
21-0285	Marysville Fire District	02/13/2021

Recent Transactions

Claim Number	Transaction Date	Amount
20-1399	02/25/2021	-500.00
21-0293	02/25/2021	5,000.00
19-1244	02/25/2021	550.00
18-1591	02/25/2021	-100.00
18-1591	02/25/2021	-5,000.00
21-0178	02/25/2021	-900.00
20-1270	02/24/2021	-1,500.00
20-0863	02/24/2021	-50,000.00
20-0502	02/24/2021	1,420.90
20-1432	02/24/2021	-3,021.42

Report Listing

Report Name	Description
10 Year Auto Physical Damage Loss Report	10 Year Auto Physical Damage Loss Report
10 Year Liability Loss Report	10 Year Liability Loss Report Grouped by Department
10 Year Property Loss Report	10 Year Property Loss Report Grouped by Department

Instructions Link

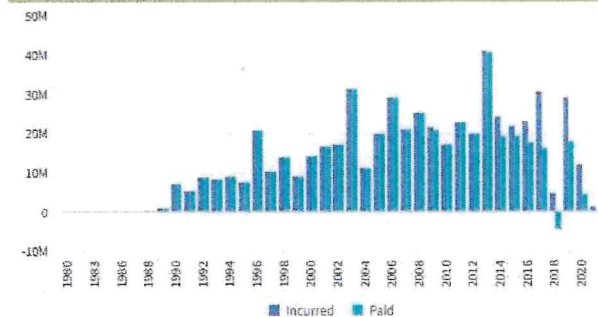
Please click on the link for Origami Member Auto and Property Schedule Instructions

Please click on the link for Auto Accident Form

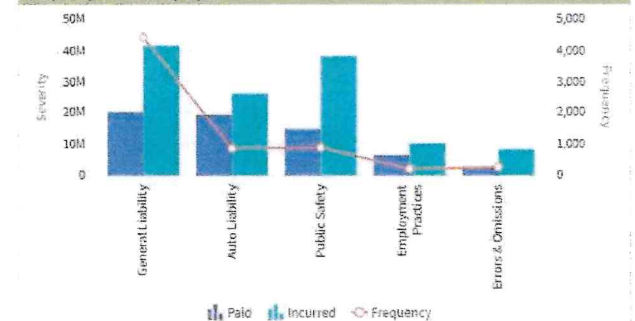
[Add Vehicle](#)
[Update Vehicle](#)
[Delete Vehicle](#)
[Add Property](#)

[Update Property](#)
[Delete Property](#)

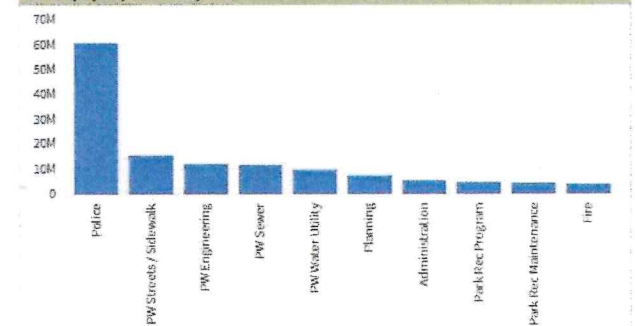
Yearly Financial Totals



Frequency and Severity 5 year



Severity by Department 6 years



COMPACT Requirements

- Organizational Attentiveness
 - Attend one of three Full Board Meetings
 - Pay annual assessments on time (Jan 31st)
 - Appoint a WCIA Delegate & Alternate
 - Report claims in a timely manner
 - Complete requests for underwriting data accurately and timely
- Educational Requirements
 - Attend three trainings
- 2026 Annual audit
 - Work with your assigned RM Rep to select from one of three options
- Annual Review
 - Coverage review (rates, deductibles, & special programs)
 - Property & Auto Schedules
 - Risk Profile and Loss Runs with specific direction toward trainings
 - COMPACT Status and Stewardship



www.wciapool.org

Washington Cities Insurance Authority
P.O. Box 88030
Tukwila, WA 98138
Phone: 206.575.6046
Fax: 206.575.7426

CITY OF REDMOND Current Coverage vs. WCIA

policy period 12/1/25 - 11/30/26

WCIA proposal

Coverage Description	Current Deductible	Current Cost
General Liability	250,000	\$2,323,040
Automobile Physical Damage	25,000	Included
Wrap + /Crime / Fidelity	25,000	\$ 4,820
Property / Inland Marine	100,000	\$ 419,177
Pre-defense review		n/a
Training and Education		limited
Risk Management broker services		\$ 47,500
Risk Management and Consultations		\$ 30,000
Equipment Breakdown (various deductibles apply)		n/a
Subtotal		\$2,824,537

WCIA Deductible	WCIA Cost
250,000	\$1,869,967
25,000	\$64,973
10,000	\$5,000
50,000	\$831,766
	included
	included
	n/a
	included
various	\$25,000
	\$2,796,706

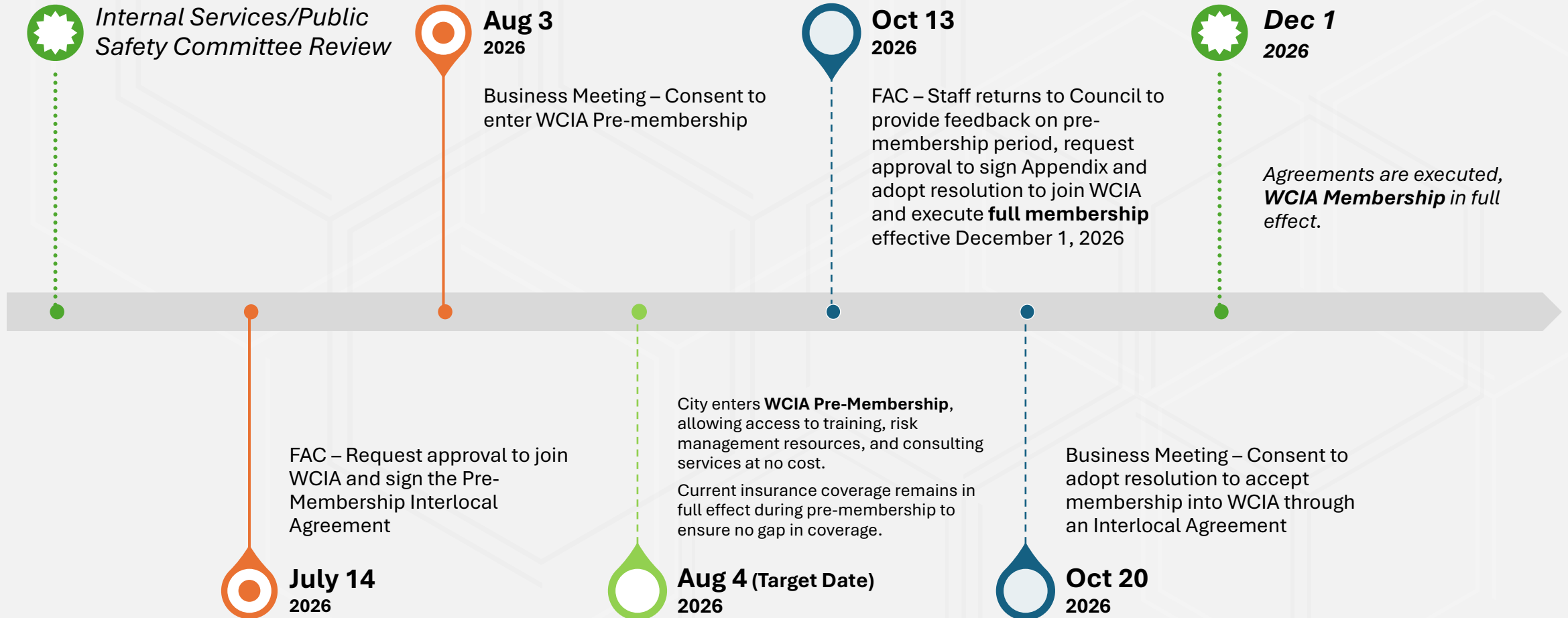
estimate

estimate

-1%

(\$27,831)

WCIA Membership Timeline





Memorandum

Date: 8/3/2026

Meeting of: City Council Special Meeting

File No. AM No. 26-125

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	Seraphie Allen	Deputy Director
Planning and Community Development	Jeff Churchill	Long Range Planning Manager
Planning and Community Development	Ian Lefcourte	Principal Planner

TITLE:

Adoption of an Ordinance for Redmond Municipal Code Chapter 3.38 Multifamily Housing Property Tax Exemption Amendments, Regarding a 12-year Exemption Extension Program

- a. Ordinance No. 3266: An Ordinance of the City of Redmond, Washington, Amending Chapter 3.38 of the Redmond Municipal Code to Implement 12-Year Exemption Extension Options, Providing for Severability, and Establishing an Effective Date

OVERVIEW STATEMENT:

City staff recommends that the Council adopt an ordinance amending Redmond Municipal Code (RMC) 3.38 Multifamily Housing Property Tax Exemption to add a 12-year exemption extension program to the City's existing MFTE programs. The extension would be offered to the Overlake, Marymoor, and Mixed-Use Residential Targeted Areas (RTAs).

State law (Chapter 84.14 RCW) authorizes local jurisdictions to offer property tax exemptions for projects that develop housing, including affordable housing. RMC 3.38 establishes the parameters of the City's voluntary MFTE program in support of Redmond's housing goals. These provisions establish the length and scope of tax exemptions, affordable housing requirements, process specifics, and other supporting provisions.

Redmond adopted its MFTE program in 2017. The existing program is focused on 8-year exemptions and sustains a high participation rate.

The proposed amendments are being presented to the City Council now for two reasons. First, during the Redmond 2050 Periodic Comprehensive Plan update, planning staff committed to the development community that staff would analyze the City's MFTE programs in 2026. Second, recent Washington State legislation expanded the range of MFTE program options available to local jurisdictions, creating new opportunities for program enhancements.

Earlier this year, City and ARCH staff conducted an analysis of the City's existing MFTE programs and the newly state-authorized options. The analysis evaluated the potential benefits to the financial feasibility of prototype developments

in the various zones and RTAs. Findings indicated that a 12-year MFTE extension option would improve the financial feasibility of multifamily housing projects within eligible areas while also increasing the amount of affordable housing units. However, the analysis and developer feedback also confirmed that development remains challenging under current economic conditions, even with the additional MFTE incentive.

Based on these findings, staff recommend moving forward with amendments that would add a 12-year MFTE extension option for the Marymoor, Mixed-Use, and Overlake RTAs. The proposed 12-year MFTE extension option would be an additional option for development and would not replace any existing City MFTE programs. As such, the proposed amendments would create additional flexibility and tools for developers to support housing production in the City of Redmond.

The proposed amendments do not include a 20-year Transit-Oriented Development (TOD) MFTE program option. Staff believe it is prudent to defer consideration of that option until additional guidance is provided by the Washington State Department of Commerce or any potential legislative revisions are finalized, due to ambiguity in the existing text of state law.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Comprehensive Plan: policy HO-44 calls for incentive programs to increase the supply of affordable housing.
Housing Action Plan: identifies actions to complete to pursue the City's housing goals, including updating the City's inclusionary zoning and MFTE programs.
- **Required:**
Ordinances require Council approval.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The amendments are expected to expand the range of MFTE options available to qualifying developments, enhancing project feasibility, and incentivizing additional housing production. This could accelerate the delivery of affordable housing units and strengthen the overall affordable housing supply because qualifying for the additional MFTE options requires a greater affordable housing obligation in the development.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

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

Q2 2026

- **Outreach Methods and Results:**

Stakeholder engagement included sharing materials, gathering feedback, and holding ongoing discussions to align priorities and support informed decisions. Stakeholders included developers (approximately 25 different organizations) and staff from the Washington State Department of Commerce.

- **Feedback Summary:**

Developer feedback central themes:

1. Current macroeconomic conditions present significant headwinds for development feasibility.
2. Concern that the proposed MFTE amendments will not sufficiently improve project financial feasibility to incentivize new development.
3. Recent MFTE legislation has introduced legal ambiguity in key areas of implementation and applicability.
4. Predictability and longer-term certainty in exemptions are increasingly critical to underwriting and project planning.

BUDGET IMPACT:

Total Cost:

\$5,350,743 is the total cost of the Community and Economic Development offer, which includes the staff time to support this work.

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

Budget Offer Number:

0000304 - Community and Economic Development

Budget Priority:

Vibrant and Connected

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

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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6/16/2026	Committee of the Whole - Public Safety and Human Services	Provide Direction
7/28/2026	Study Session	Provide Direction

Proposed Upcoming Contact(s)

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

Time Constraints:

None.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved the code will not be updated and qualifying developments will not be able to access 12-year MFTE extensions.

ATTACHMENTS:

Attachment A: Draft Ordinance

Attachment B: Discussion Matrix

CODE

**REDMOND CITY COUNCIL
ORDINANCE NO. _____**

AN ORDINANCE OF THE CITY OF REDMOND,
WASHINGTON, AMENDING CHAPTER 3.38 OF THE
REDMOND MUNICIPAL CODE TO IMPLEMENT 12-YEAR
EXEMPTION EXTENSION OPTIONS, PROVIDING FOR
SEVERABILITY, AND ESTABLISHING AN EFFECTIVE
DATE

WHEREAS, the City adopted the Redmond 2050 Comprehensive Plan on
November 19, 2024 (Ord. No. 3181), including an updated Housing
Element; and

WHEREAS, the Multifamily Housing Property Tax Exemption (MFTE)
authorized in chapter 84.14 Revised Code of Washington (RCW) is a
proven tool in Redmond to produce affordable housing; and

WHEREAS, RCW 84.14.020 authorizes local jurisdictions to offer
12-year extensions to property tax exemptions where certain
affordability requirements are met; and

WHEREAS, updates to MFTE program provisions will offer
opportunities to support the construction of market-rate and
affordable housing; and

WHEREAS, having considered the recommendations and community
input, the City Council desires to amend RMC Chapter 3.38 concerning
the MFTE program.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND,

WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Classification. This is a code ordinance.

Section 2. New Section Added to RMC 3.38. RMC 3.38.122 is added and reads as follows:

3.38.122 12-Year Extensions to Exemptions - Affordability requirements - Limits.

A. A project with an initial eight- or 12-year tax exemption approved pursuant to RMC 3.38.120 may be granted a 12-year exemption extension under RCW 84.14.020 (6) when:

1. The project is within 18 months of the original exemption expiration.

2. The project meets or exceeds the requirements of RMC 3.38.122.B for the applicable residential targeted area (RTA) .

B. For the property to qualify for an extension under this subsection, the project must satisfy the following criteria:

<u>Overlake RTA</u>	
<u>Required Minimum Affordability Levels</u>	
<u>12-Year Extension</u>	
<u>Number of Units</u>	<u>Affordability Level</u>
<u>First 15%</u>	<u>50% AMI</u>
<u>Second 5%</u>	<u>70% AMI</u>

<u>Marymoor RTA</u> <u>Required Minimum Affordability Levels</u> <u>12-Year Extension</u>	
<u>Number of Units</u>	<u>Affordability Level</u>
<u>First 20%</u>	<u>50% AMI</u>

<u>Mixed-Use RTA</u> <u>Required Minimum Affordability Levels</u> <u>12-Year Extension</u>	
<u>Number of Units</u>	<u>Affordability Level</u>
<u>First 20%</u>	<u>50% AMI</u>

RTA's not listed in RMC 3.38.122.B do not offer 12-year extensions.

C. For any affordable units required in this section, the provisions of RMC 3.38.120.B shall apply.

D. The exemption does not apply to the value of land or to the value of improvements not qualifying under this chapter, to increases in assessed valuation of land and nonqualifying improvements, or to increases made by lawful order of the King County Board of Equalization, Washington State Department of Revenue, State Board of Tax Appeals, or King County, to a class of property throughout the county or a specific area of the

county to achieve uniformity of assessment or appraisal as required by law.

Section 3. New Section Added to RMC 3.38. RMC 3.38.124 is added and reads as follows:

3.38.124 Relocation Assistance.

A. At the end of both the 10th and 11th years of a 12-year exemption or 12-year exemption extension, applicants must provide tenants of rent-restricted units with notification of intent to provide the tenant with rental relocation assistance as provided in RMC 3.38.124.B.

B. Except as provided in RMC 3.38.122.C, at the expiration of the exemption the applicant must provide tenant relocation assistance in an amount equal to one month's rent to a qualified tenant within the final month of the qualified tenant's lease. To be eligible for tenant relocation assistance under this subsection, the tenant must occupy an income-restricted unit at the time the exemption expires and must qualify as a household earning up to 80% area median income at the time relocation assistance is sought.

C. If affordability requirements remain in place for the unit after the expiration of the exemption, relocation assistance in an amount equal to one month's rent must be provided to a qualified tenant within the final month of a

qualified tenant's lease who occupies an income-restricted unit
at the time those additional affordability requirements cease
to apply to the unit.

Section 4. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

Section 5. Effective date. This ordinance shall become effective five days after its publication, or publication of a summary thereof, in the city's official newspaper, or as otherwise provided by law.

ADOPTED by the Redmond City Council this ____ day of _____,
2026.

CITY OF REDMOND

ANGELA BIRNEY, MAYOR

ATTEST:

CHERYL XANTHOS, MMC, CITY CLERK

(SEAL)

APPROVED AS TO FORM:

REBECCA MUELLER, CITY ATTORNEY

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
SIGNED BY THE MAYOR:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.

Item	Discussion Notes
1. Background on 12-Year extension and 20-Year TOD MFTE programs Prakriya	<u>Council Discussion</u> Councilmember asked for further explanation of the 12-year extension and 20-year TOD MFTE programs in Washington state. <u>Staff Comments</u> Washington's state provides multiple Multifamily Property Tax Exemption (MFTE) options, authorized under Chapter 84.14 RCW. MFTE provides a property tax exemption for qualifying multifamily housing developments in exchange for meeting program requirements established by state law and local ordinance. Different exemption options have different affordability requirements. • Washington Department of Commerce 2025 MFTE Legislative Fact Sheet 8-Year MFTE Standard The standard 8-year MFTE program is primarily intended to encourage new multifamily housing development. State law does not require affordable housing units as a condition of the 8-year exemption, although local jurisdictions may adopt additional requirements. Many communities use this option to encourage market-rate housing production in areas where additional residential investment is desired. Redmond has enjoyed local market conditions that are conducive to development. As such, MFTE was adopted locally to help support the creation of more affordable housing. • Redmond adopted 8-year MFTE program options in 2017. • Redmond's 8-year MFTE program options have always required some amount of affordable housing units. 12-Year MFTE Standard The standard 12-year MFTE program is designed to encourage the production of affordable housing within private multifamily developments. Under state law, at least 20% of the housing units must be reserved for income-qualified households. Household income limits are established using Area Median Income (AMI), with households earning up to 80% of AMI generally considered low-income and households earning up to 115% of AMI considered moderate-income for purposes of the program.

Item	Discussion Notes
	• Redmond also adopted 12-year MFTE program options in 2017. • These were largely removed (except for the Downtown RTA) as part of Redmond 2050, because development activity demonstrated a strong preference for the 8-year program. 12-Year MFTE Extension State law also allows an existing MFTE project to receive an additional 12-year exemption if it meets the affordability requirements in effect at the time of the extension. Projects participating in either the original 8-year or 12-year MFTE program may qualify for this extension; however, developments must satisfy the applicable affordability standards to do so. • For Redmond, this is particularly relevant because the City's existing 8-year MFTE program requires fewer affordable units than the current state standard. • As a result, an 8-year MFTE project seeking the additional 12-year extension in Redmond would need to increase the number of affordable housing units to satisfy the applicable statutory and local requirements. 20-Year Transit-Oriented Development (TOD) MFTE In 2025, the Legislature created a new 20-year MFTE option through HB 1491. Unlike the other MFTE programs, which typically apply within locally designated Residential Targeted Areas (RTAs), the 20-year TOD MFTE applies to qualifying developments located within designated transit station area. Station areas are defined by RCW 36.70A.030 and mapped on Commerce's transit-oriented development webpage. The program includes its own affordability requirements and long-term affordability commitments. Jurisdictions subject to the 2024 comprehensive plan update schedule, including Redmond, are required to implement the applicable TOD provisions by December 31, 2029. The proposed amendments do not include a 20-year Transit-Oriented Development (TOD) MFTE program option. Staff believe it is prudent to defer consideration of that option until additional guidance is provided by the Washington State Department of Commerce or any potential legislative revisions are finalized, due to ambiguity in the existing text of state law.

Item	Discussion Notes
2. 2023 12-Year MFTE Pilot Program Kritzer	<u>Council Discussion</u> Councilmember asked for more information about the 2023 12-year MFTE pilot program, including participation rate and lessons learned. <u>Staff Comments</u> The 2023 12-year MFTE pilot program was developed as part of a broader review of Redmond's housing policies funded through a \$100,000 grant from the Washington State Department of Commerce. The grant supported consultant analysis and implementation of the City's adopted Housing Action Plan, with one required deliverable being legislative action to update the City's MFTE program. Redmond adopted its first MFTE program in 2017 to encourage the production of affordable housing. The program included both an 8-year and a 12-year MFTE option. Under the original 12-year program, developments were required to reserve 20% of units as affordable housing, consistent with state law. In the Downtown and Overlake Residential Targeted Areas, the affordability requirements were split between 10% of units affordable at 65% of Area Median Income (AMI) and 10% at 85% AMI. In the Marymoor Residential Targeted Area, the requirements were 10% of units at 60% AMI and 10% at 80% AMI. By June 2023, the 8-year MFTE program had proven successful, with six completed and occupied market-rate projects providing 230 affordable homes. In contrast, no market-rate development had utilized the standard 12-year MFTE program. Through the consultant's analysis and community partner outreach, staff concluded that the affordability requirements associated with the 12-year program limited its financial feasibility under then-current market conditions. To evaluate whether participation could be improved, the City adopted a temporary pilot program in 2023 that adjusted the affordability mix while maintaining the 20% affordable housing requirement established by state law. Under the pilot, developments were still required to provide 20% affordable units, but the affordability levels were revised to require 10% of units at 80% AMI and 10% of units at 90% AMI.

Item

Discussion Notes

3.38.125

Temporary pilot program – 12-year exemption required minimum affordability levels.

You are viewing the 12/16/2024 version. This is not the current version of this section.

A.

Pilot Program.

The Minimum Affordability Levels for the 12-year exemption, identified in Table 3 of this section, shall supersede the 12-year exemption Minimum Affordability Levels identified in Table 1 and Table 2 of this chapter.

B.

The value of new housing construction qualifying under this chapter shall be exempt from ad valorem property taxation as follows:

1.

In All Residential Targeted Areas.

a.

Length of Exemption.

For 12 successive years beginning January 1 of the year immediately following the calendar year of issuance of the certificate for rental projects where at least the required minimum number of units are affordable units as specified in Table 3.

b.

Table 3: Required Minimum Affordability Levels.

Affordable Rents as indicated:

Table 3.

Marymoor, Downtown,
and Overlake Village Residential
Targeted Areas

Length of Exemption	Number of Units	Affordability Level
12 years	First 10%	80% AMI
	Second 10%	90% AMI

C.

Termination.

This section shall expire on December 31, 2024. (Ord. 3125 § 2, 2023).

The objective was to test whether a modified affordability structure would increase utilization of the 12-year MFTE program. And, if utilization increased, was that increased participation an acceptable tradeoff to the opportunity cost of fewer, more deeply affordable housing units.

This approach was informed by extensive community partner engagement conducted during the consultant's analysis. Developers consistently cited rapidly increasing construction and labor costs, slower rent growth, uncertainty in capital markets, and the cumulative impact of development requirements on project feasibility.

The pilot was in effect from summer 2023 through December 31, 2024, after which it automatically expired. During the approximately 18-month pilot period, two of four eligible developments participated in the program. As such, the pilot achieved a participation rate of 50%.

Item	Discussion Notes
	Given the relatively small number of eligible projects and the challenging development environment following the COVID-19 pandemic, the pilot produced mixed results and did not provide a definitive basis for broader policy conclusions. • However, the experience demonstrated that participation in the 12-year program remained limited despite modifications to the affordability requirements. • This informed the City's subsequent policy direction in Redmond 2050, which emphasized expanding opportunities through the more widely utilized 8-year MFTE program with affordability set-asides below the 20% minimum required for the 12-year program under state law.
3. Development Partner Community Engagement Kritzer	<u>Council Discussion</u> Councilmember asked about other staff perspectives on the major themes of private development partner community engagement. Specifically, the input that the proposed 12-year Extension MFTE program would not sufficiently improve project financial feasibility to make projects viable under current conditions. <u>Staff Comments</u> Development partner engagement highlighted four central themes: 1. Current macroeconomic conditions present significant headwinds for development feasibility. 2. Concern that the proposed MFTE amendments will not sufficiently improve project financial feasibility to incentivize new development. 3. Recent MFTE legislation has introduced legal ambiguity in key areas of implementation and applicability, specifically for the 20-year TOD MFTE. 4. Predictability and longer-term certainty in exemptions are increasingly critical to underwriting and project planning. Overall, the feedback received should be viewed in the context of today's challenging development environment. While developers identified several considerations that influence project feasibility and investment decisions, staff did not interpret the feedback as indicating that the proposed MFTE amendments are fundamentally unworkable for future development. Nor are the proposed MFTE amendments fundamental barriers for future development because the proposed 12-year MFTE extension programs are voluntary.

Item	Discussion Notes
	Rather, the comments consistently reflected that the MFTE program is one of many factors considered when underwriting projects and should be viewed as a tool that can improve project economics, rather than one that is expected to overcome broader market conditions on its own. The four primary themes are summarized below. 1. Current macroeconomic conditions present significant headwinds for development feasibility. Developers consistently shared that current macroeconomic conditions remain the most significant challenge affecting new residential development. Construction costs for both labor and materials have increased substantially over the past several years, while rental revenue has generally not kept pace. These market conditions extend well beyond factors that local government can directly influence. Interest rates, inflation, tariffs, global supply chain disruptions, geopolitical events, and other national and international economic forces all affect project feasibility. While these conditions are significant today, they have historically fluctuated over time. The City's long-range planning efforts under Redmond 2050 are intended to support housing production across multiple economic cycles, recognizing that development activity naturally expands and contracts as market conditions change. 2. Concern that the proposed MFTE amendments will not sufficiently improve project financial feasibility to incentivize new development. Developers generally agreed that the proposed 12-year MFTE extension, by itself, is unlikely to move many projects across the threshold from financially infeasible to feasible under current market conditions. Staff agree with that with the developer assessment of the MFTE financial feasibility findings. Staff notes that closing the entire feasibility gap that exists in the current challenging macroeconomic conditions was never the intended purpose of the proposed MFTE amendments. Nor was that the intended purpose of the broader MFTE program in the City of Redmond. The objective of the MFTE program is not to eliminate the substantial feasibility gap created by today's macroeconomic environment. Rather, the 12-year MFTE extension program is intended to improve project financial performance in exchange for development providing affordable housing beyond the City's baseline inclusionary housing requirements. This approach is consistent with the purpose of Washington's MFTE statute (Chapter 84.14 RCW), which authorizes local governments to encourage the construction of multifamily housing and secure affordable housing

Item	Discussion Notes
	benefits through time-limited property tax exemptions. The MFTE is one incentive among many that may influence development decisions, but it is not designed to offset all market conditions or guarantee project feasibility. The MFTE is also just one tool in the toolbox that the City of Redmond has implemented to help support development. Accordingly, staff views this feedback as an acknowledgment of the current economic environment rather than a criticism of the proposed amendments themselves. 3. Recent MFTE legislation has introduced legal ambiguity in key areas of implementation and applicability, specifically for the 20-Year TOD MFTE. Several community partners noted that recent amendments to state MFTE legislation have introduced uncertainty regarding implementation of the 20-year TOD MFTE option. During community partner discussions, multiple parties expressed differing interpretations of the statutory language and its application. For this reason, the proposed amendments do not include a 20-year TOD MFTE option at this time. Staff believes it is prudent to defer consideration of that program until additional guidance is provided by the Washington State Department of Commerce or any future legislative revisions clarify the statutory language. This approach helps reduce implementation risk while allowing the City to move forward with those portions of the MFTE program that are more clearly established under state law. The City can return to considering the 20-year TOD MFTE later. 4. Predictability and longer-term certainty in exemptions are increasingly critical to underwriting and project planning. Developers also emphasized that predictability is an important factor in project underwriting. Some noted that, in general (not targeted at Redmond specifically), uncertainty regarding how jurisdictions interpret and administer MFTE programs can make it more difficult to incorporate future tax exemptions into baseline financial models. Staff believe the risks underlying those concerns are mitigated in the City of Redmond. Redmond administers its MFTE program through a streamlined, objective, compliance process using a clear yes-or-no checklist. When an application satisfies the adopted eligibility requirements, approval by the Planning and Community Development Director is largely administrative in nature. Although the Mayor’s Office executes the required legal documents, eligibility determinations are made through the objective administrative process and approved by the Planning and Community Development Director.

Item	Discussion Notes
	There were comments that Redmond's MFTE program is viewed as providing a relatively high degree of consistency and predictability. Concern was less about the City's current practices than the broader possibility that future changes in elected leadership, departmental leadership, or administrative practices over time could affect how programs are implemented. While staff acknowledge that long-term certainty is an important consideration for investment decisions, staff believe Redmond's codified eligibility standards and established administrative procedures help reduce that risk.



Memorandum

Date: 8/3/2026
Meeting of: City Council Special Meeting

File No. AM No. 26-126
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	Seraphie Allen	Deputy Director
Planning and Community Development	Jeff Churchill	Long Range Planning Manager
Planning and Community Development	Glenn Coil	Senior Planner

TITLE:

Adoption of an Ordinance Establishing the 2026-27 Annual Comprehensive Plan Docket

- a. Ordinance No. 3267: An Ordinance of the City of Redmond, Washington, Setting the Framework and Conducting Concurrent Review of the Cumulative Effect of All Proposed Amendments to the Redmond Comprehensive Plan and Related Amendments to the Redmond Zoning Code, for the 2026-27 Annual Comprehensive Amendment Review Docket, Including New and Amended Policies, Concurrent Zoning Amendments, and New and Amended Functional Plans

OVERVIEW STATEMENT:

Staff recommends that the Council establish, via ordinance, the 2026-27 Annual Docket of Comprehensive Plan Amendments.

The City received five applications, all City-initiated, for inclusion on the 2026-2027 Annual Docket. The Planning Commission concluded that all the applications are consistent with the threshold criteria set forth in RZC 21.76.070.J.6, Threshold Criteria, and recommends that they be added to the 2026-2027 Annual Docket of Comprehensive Plan Amendments.

The five proposals are:

- Stormwater and Surface Water Systems Plan
- MP, BP, and Industrial Zones Policies and Regulations
- Neighborhood Planning
- Repeal Neighborhood Connections Maps
- Transportation Facilities Plan (TFP) update

The Planning Commission Report and Recommendation is attached.

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

REQUESTED ACTION:

☐ Receive Information ☐ Provide Direction ☒ Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Redmond 2050 Comprehensive Plan, Policy PI-13
- **Required:**
 - The Growth Management Act, and specifically RCW 36.70A.130.2, requires and sets the legal framework for the continuing review and evaluation of comprehensive plans.
 - RZC 21.76.070.J establishes Redmond's procedures to create an annual docket of proposed Comprehensive Plan amendments and review proposed amendments.
- **Council Request:**
N/A
- **Other Key Facts:**
RZC states that Council must approve the Annual Comp. Plan docket by August 31 of each year.

OUTCOMES:

Council adoption of an ordinance establishing the 2026-2027 Annual Docket of Comprehensive Plan Amendments will allow for review and consideration of docketed amendments by August 2027 in accordance with the procedural requirements set forth under state law and the Redmond Zoning Code.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Planning Commission held a public hearing on June 10, 2026.
- **Outreach Methods and Results:**
The 2026-27 Docket was included on the City website, a 21-day notice for the public hearing was published, and was advertised in City publications.
- **Feedback Summary:**
There was public support for including all of the proposals on the 2026-27 Docket.

BUDGET IMPACT:

Total Cost:

\$5,350,743 is the total value of the Community and Economic Development offer, which includes the staff time devoted to this work.

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

Budget Offer Number:

0000304 - Community and Economic Development

Budget Priority:

Vibrant and Connected

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

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/7/2026	Committee of the Whole	Provide Direction

Proposed Upcoming Contact(s)

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

Time Constraints:

RZC 21.76 requires that Council approve the Annual Comprehensive Plan Amendment Docket by Aug. 31.

ANTICIPATED RESULT IF NOT APPROVED:

Delay in review and approval of items awaiting consideration.

ATTACHMENTS:

Attachment A: Ordinance Establishing the 2026-27 Annual Docket

Attachment B: Planning Commission Report

NON-CODE

**REDMOND CITY COUNCIL
ORDINANCE NO. _____**

AN ORDINANCE OF THE CITY OF REDMOND, WASHINGTON, SETTING THE FRAMEWORK AND CONDUCTING CONCURRENT REVIEW OF THE CUMULATIVE EFFECT OF ALL PROPOSED AMENDMENTS TO THE REDMOND COMPREHENSIVE PLAN AND RELATED AMENDMENTS TO THE REDMOND ZONING CODE, FOR THE 2026-27 ANNUAL COMPREHENSIVE AMENDMENT REVIEW DOCKET, INCLUDING NEW AND AMENDED POLICIES, CONCURRENT ZONING AMENDMENTS, AND NEW AND AMENDED FUNCTIONAL PLANS

WHEREAS, the Growth Management Act requires that comprehensive plans and development regulations shall be subject to continuing evaluation and review; and

WHEREAS, the Growth Management Act provides that comprehensive plan amendments can occur no more than once a year with limited exceptions, and shall be considered by the governing body concurrently so that the cumulative effects of amendments can be ascertained; and

WHEREAS, it has been at least one year since the City initiated an Annual Comprehensive Amendment Review Docket, hereinafter referred to as the "Annual Review Docket," which establishes a list of proposed Comprehensive Plan amendments and related development regulations to be considered during the upcoming year; and

WHEREAS, the Redmond Zoning Code (RZC) 21.76.070.J sets forth procedures pursuant to RCW 36.70A for establishing the Annual Review Docket; and

WHEREAS, in accordance with RZC 21.76.070.J.2.f, the Planning Commission held a public hearing on June 10, 2026, to seek community feedback on the content of the 2026-27 Annual Review Docket; and

WHEREAS, on June 24, 2026, the Planning Commission provided a recommendation to City Council regarding the content of the 2026-27 Annual Review Docket; and

WHEREAS, the City Council reviewed the Planning Commission's recommendation regarding the content of the 2026-27 Annual Review Docket on July 7, 2026, and has considered whether proposed amendments should be included in or excluded from the Annual Review Docket, or deferred; and

WHEREAS, the City Council desires to establish the 2026-27 Annual Review Docket.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Classification. This is a non-code ordinance.

Section 2. Setting the Content of the 2026-27 Annual Review Docket. The following proposed amendments shall

constitute the entire framework for the 2026-27 Annual Review
Docket:

a. Stormwater and Surface Water Systems Plan

This proposal requests the following changes:

Adopt the functional plan by reference into the Capital Facilities element in order to fulfill GMA requirements for capital facilities planning, and the City's capital facilities policies CF 1, CF 2, & CF-3.

Applicant: City of Redmond

b. MP, BP, and Industrial Zones Policies and Regulations

This proposal requests the following changes:

Revise land use policies and the future land use map related to Business Park (BP) and Manufacturing Park (MP) land use designations to advance Redmond 2050 policies for economic vitality and diversity and to support policy direction for the Southeast Redmond manufacturing and industrial centers.

Concurrently revise the zoning map and zone-based regulations to implement the above policy changes.

Applicant: City of Redmond

c. Neighborhood Planning

This proposal requests the following changes:

Update citywide neighborhoods policies to align with Redmond 2050 and advance complete neighborhoods.

Applicant: City of Redmond

d. Repeal Neighborhood Connections maps

This proposal requests the following changes:

Repeal Neighborhood Connections Maps in the Neighborhoods Element of the Comprehensive Plan. These duplicate the adopted maps in the Transportation Master Plan (TMP). The maps in the TMP were more recently vetted, with infeasible connections removed.

Applicant: City of Redmond

e. Transportation Facilities Plan (TFP) update

This proposal requests the following changes:

Update TFP project list per GMA requirements for capital facilities and transportation planning. The TFP is incorporated by reference into the Transportation Master Plan, which in turn is incorporated by reference into the Transportation and Capital Facilities elements.

Applicant: City of Redmond

Section 3. Final Review of Docketed Proposals. The City Council will evaluate the proposed amendments included in the Annual Review Docket in accordance with the timeline and

procedures set forth in RZC 21.76.070.J and will take action on the proposed amendments.

Section 4. Public Participation. Consistent with the requirements of RCW 36.70A.140, the City of Redmond shall ensure public participation in the amendment process by holding public hearings for each of the proposed amendments. Notice of the hearings for each of the amendments shall be broadly disseminated to the public and shall be published in the newspaper of record, advertised by the City's public television programming and website, and where applicable, mailed to property owners within an affected area. The Planning Commission shall consider the testimony and written comments received during the public hearing before making its recommendation to the City Council for action on each of the proposed amendments.

Section 5. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 6. Effective date. This ordinance shall become effective five days after its publication, or

publication of a summary thereof, in the City's official newspaper, or as otherwise provided by law.

ADOPTED by the Redmond City Council this 3rd day of August, 2026.

CITY OF REDMOND

ANGELA BIRNEY, MAYOR

ATTEST:

CHERYL XANTHOS, MMC, CITY CLERK

(SEAL)

APPROVED AS TO FORM:

REBECCA MUELLER, CITY ATTORNEY

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
SIGNED BY THE MAYOR:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.



PLANNING COMMISSION REPORT AND RECOMMENDATION TO CITY COUNCIL

June 24, 2026

Annual Docket Year:	2026-2027	
Staff Contact:	Glenn B. Coil, Sr. Planner	425.556.2742

FINDINGS OF FACT

Public Hearing and Notice

a. Planning Commission Study Session and Public Hearing Dates

- I. The Planning Commission held study sessions on May 27 and June 10, 2026.
- II. The Planning Commission held a public hearing on adding proposed amendments to the 2026-2027 annual docket of Comprehensive Plan amendments on June 10, 2026, and continued the hearing to June 24, 2026 for written comments. Public comments received for the public hearing are summarized in Attachments C and E. The Planning Commission closed the public hearing on June 24, 2026.

b. Notice and Public Involvement

The public hearing notice (Attachment D) was published in the Seattle Times on May 20, 2026, in accordance with RZC 21.76.080 Review Procedures - Notices. Notice was also provided by including the hearing schedule in the City's public hearing notice webpage, Planning Commission agendas and extended agendas, and distributed by email to various members of the public and various agencies.

Annual Comprehensive Plan Amendment Docket Application Summary and Criteria Evaluation

Title	Description
Stormwater and Surface Water Systems Plan	Adopt the functional plan by reference into the Capital Facilities element in order to fulfill GMA requirements for capital facilities planning, and the City's capital facilities policies CF 1, CF 2, & CF-3.
MP, BP, and Industrial Policies and Regulations	Revise land use policies and the future land use map related to Business Park (BP) and Manufacturing Park (MP) land use designations to advance Redmond 2050 policies for economic vitality and diversity and to support policy direction for the Southeast Redmond manufacturing and industrial centers. Concurrently revise the zoning map and zone-based regulations to implement the above policy changes.

Neighborhood Planning	Update citywide neighborhoods policies to align with Redmond 2050 and advance complete neighborhoods.
Repeal Neighborhood Connections maps	Repeal Neighborhood Connections Maps in the Neighborhoods Element of the Comp Plan. These duplicate the adopted maps in the Transportation Master Plan (TMP). The maps in the TMP were more recently vetted, with infeasible connections removed.
Transportation Facilities Plan (TFP) update	Update TFP project list per GMA requirements for capital facilities and transportation planning.

The proposed amendments meet the criteria to be included in the annual docket as summarized below and shown in Attachment A.

Criteria	Stormwater and Surface Water Systems Plan	Land Use/Zoning Maps Amendment – Industrial Consolidation	N’hood Planning	Repeal N’hood Connections Maps	Transportation Facilities Plan (TFP) update
a. Appropriate mechanism	Meets	Meets	Meets	Meets	Meets
b. Appropriate to individually docket	Meets	Meets	Meets	Meets	Meets
c. Consistent with law, policy	Meets	Meets	Meets	Meets	Meets
d. Adequate resources	Meets	Meets	Meets	Meets	Meets
e. Community interests, changed conditions	Meets	Meets	Meets	Meets	Meets
f. Not considered, rejected in last two years	Meets	Meets	Meets	Meets	Meets

RECOMMENDED CONCLUSIONS

The Planning Commission has reviewed:

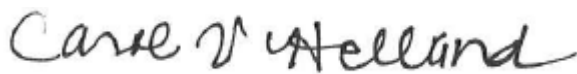
- *Docketing Threshold Criteria Analysis (Attachment A)*
- *Cumulative Effects Analysis (Attachment B)*
- *Public Comments (Attachment C)*

Recommendation

The Planning Commission concludes that the following annual docket applications are **consistent with the threshold criteria set forth in RZC 21.76.070.J.6 Threshold Criteria** and recommends that they be added to the 2026-27 Annual Docket of Comprehensive Plan Amendments.

- Stormwater and Surface Water Systems Plan
- MP, BP, and Industrial Policies and Regulations
- Neighborhood Planning
- Repeal Neighborhood Connections maps
- Transportation Facilities Plan (TFP) update

REVIEWED AND APPROVED BY THE PLANNING COMMISSION



Carol Helland
Planning and Community Development Director



Susan Weston
Planning Commission Chair

Attachments

- A. Docketing Threshold Criteria Analysis
- B. Cumulative Effects Analysis
- C. Public Comments
- D. Public Hearing Notice
- E. Planning Commission Public Hearing Minutes

2026-27 Annual Docket of Comprehensive Plan Amendments

Docketing Threshold Criteria

The following threshold decision criteria per [RZC 21.76.070.J.6](#) will be used in determining which proposed Comprehensive Plan amendments will receive further consideration in a given docket cycle.

Proposed Amendment: **Stormwater and Surface Water Systems Plan**

Criteria	Staff Evaluation Meets/Does Not meet	Notes
a. Amending the Comprehensive Plan is the most appropriate mechanism available, as the desired outcome cannot be addressed as a regulatory or budgetary process, or by a work program approved by City Council.	Meets	This functional plan is intended to be adopted into the Redmond 2050 Comp Plan – capital facilities element - by reference to fulfill GMA requirements for stormwater/surface water capital facilities planning.
b. The proposed amendment is best addressed as an individually docketed item, instead of evaluated as part of a periodic update to Redmond's Comprehensive Plan, neighborhood plan update, or other planning processes such as those led by regional or state agencies.	Meets	The SWSW Systems was originally intended to be adopted as part of Redmond 2050, but due to delays, will need to be included on an annual docket in order to be adopted into the Comp Plan.
c. The proposed amendment is consistent with policy implementation in the King County Countywide Planning Policies, the Growth Management Act, other state or federal law, and the Washington Administrative Code.	Meets	Yes, is consistent with GMA requirements for capital facilities, and King Co CPPs around stormwater management and environmental protection.
d. The proposed amendment can be reasonably reviewed within the staffing resources and operational budget allocated to the Department. In making this	Meets	The SSWS Plan was budgeted for in previous City budgets. The Plan used consultant services to ensure the Utility had the capacity to complete the work.

2026-27 Annual Docket of Comprehensive Plan Amendments

Criteria	Staff Evaluation Meets/Does Not meet	Notes
determination the following shall be considered: i. The amount of research and analysis needed to develop the proposal; ii. The potential for the proposal to impact multiple sections of the Comprehensive Plan and or zoning code; iii. The amount of public engagement needed to fully develop the amendments; and iv. If consultant support would be needed to fully develop the proposal.		
e. The proposed amendment addresses the interests and changed conditions of the entire City as identified in its long-range planning and policy documents and is compatible with the overall vision and goals of the Comprehensive Plan.	Meets	This is a functional plan as defined by the GMA acts. It identifies how the City's stormwater utility will meet growth as detailed in the Redmond2050 Comprehensive Plan.
f. The proposed amendment or similar amendment has not been considered or rejected within the last two years.	Meets	

2026-27 Annual Docket of Comprehensive Plan Amendments

Proposed Amendment: Land Use/Zoning Maps Amendment – Industrial Consolidation

Criteria	Staff Evaluation Meets/Does Not meet	Notes
a. Amending the Comprehensive Plan is the most appropriate mechanism available, as the desired outcome cannot be addressed as a regulatory or budgetary process, or by a work program approved by City Council.	Meets	Updating the Land Use and Zoning Map are the most appropriate mechanism available to achieve industrial consolidation to protect industrial and manufacturing lands and jobs from the pressure of commercial retail and housing.
b. The proposed amendment is best addressed as an individually docketed item, instead of evaluated as part of a periodic update to Redmond's Comprehensive Plan, neighborhood plan update, or other planning processes such as those led by regional or state agencies.	Meets	The timeline for implementing this is time sensitive to changes by the state legislature that will goes into effect in 2028.
c. The proposed amendment is consistent with policy implementation in the King County Countywide Planning Policies, the Growth Management Act, other state or federal law, and the Washington Administrative Code.	Meets	King County Countywide Planning Policies that are consistent with the proposed amendments include: EC-22, EC-23, and DP-2
d. The proposed amendment can be reasonably reviewed within the staffing resources and operational budget allocated to the Department. In making this determination the following shall be considered: i. The amount of research and analysis needed to develop the proposal;	Meets	The Proposed amendment will be accounted for in the long-range planning work plan and budget.

2026-27 Annual Docket of Comprehensive Plan Amendments

Criteria	Staff Evaluation Meets/Does Not meet	Notes
ii. The potential for the proposal to impact multiple sections of the Comprehensive Plan and or zoning code; iii. The amount of public engagement needed to fully develop the amendments; and iv. If consultant support would be needed to fully develop the proposal.		
e. The proposed amendment addresses the interests and changed conditions of the entire City as identified in its long-range planning and policy documents and is compatible with the overall vision and goals of the Comprehensive Plan.	Meets	The proposed amendments will respond to pressure to redevelop industrial land for retail and housing. It is compatible with the vision established in Redmond 2050.
f. The proposed amendment or similar amendment has not been considered or rejected within the last two years.	Meets	

2026-27 Annual Docket of Comprehensive Plan Amendments

Proposed Amendment: Neighborhood Planning

Criteria	Staff Evaluation Meets/Does Not meet	Notes
a. Amending the Comprehensive Plan is the most appropriate mechanism available, as the desired outcome cannot be addressed as a regulatory or budgetary process, or by a work program approved by City Council.	Meets	Neighborhood Planning process and neighborhood policies are currently in the comprehensive plan and need to be updated to reflect Redmond 2050 policies and process.
b. The proposed amendment is best addressed as an individually docketed item, instead of evaluated as part of a periodic update to Redmond's Comprehensive Plan, neighborhood plan update, or other planning processes such as those led by regional or state agencies.	Meets	Neighborhood planning could have been adopted as part of Redmond 2050, but due to workload will need to be included on an annual docket to be adopted into the Comp Plan.
c. The proposed amendment is consistent with policy implementation in the King County Countywide Planning Policies, the Growth Management Act, other state or federal law, and the Washington Administrative Code.	Meets	King County Countywide Planning Policies that are consistent with the proposed amendments include: DP-40, H-18, EC-14, and H3. PSRC Vision 2050 policies that are consistent with the proposed amendments include: MPP-DP-4
d. The proposed amendment can be reasonably reviewed within the staffing resources and operational budget allocated to the Department. In making this determination the following shall be considered: i. The amount of research and analysis needed to develop the proposal; ii. The potential for the proposal to impact multiple sections of	Meets	The proposed amendment can be reasonably reviewed within the staffing resources and operational budget allocated to the Department. There is allocated staff time for research, drafting, and community engagement. There is additional budget to help fund community engagement and sufficient staff resources to fully develop the proposal.

2026-27 Annual Docket of Comprehensive Plan Amendments

Criteria	Staff Evaluation Meets/Does Not meet	Notes
the Comprehensive Plan and or zoning code; iii. The amount of public engagement needed to fully develop the amendments; and iv. If consultant support would be needed to fully develop the proposal.		
e. The proposed amendment addresses the interests and changed conditions of the entire City as identified in its long-range planning and policy documents and is compatible with the overall vision and goals of the Comprehensive Plan.	Meets	Updating neighborhood polices addresses the interests and changed conditions resulting from the Redmond 2050 Comprehensive Plan and process. The neighborhood planning policies will be focused on implementation of Redmond 2050 in neighborhoods.
f. The proposed amendment or similar amendment has not been considered or rejected within the last two years.	Meets	

2026-27 Annual Docket of Comprehensive Plan Amendments

Proposed Amendment: **Repeal Neighborhood Connections maps**

Criteria	Staff Evaluation Meets/Does Not meet	Notes
a. Amending the Comprehensive Plan is the most appropriate mechanism available, as the desired outcome cannot be addressed as a regulatory or budgetary process, or by a work program approved by City Council.	Meets	Repealing the Comp Plan maps streamlines and updates available information to the most recently adopted map in the Transportation Master Plan (TMP).
b. The proposed amendment is best addressed as an individually docketed item, instead of evaluated as part of a periodic update to Redmond's Comprehensive Plan, neighborhood plan update, or other planning processes such as those led by regional or state agencies.	Meets	The TMP was adopted in February 2026. Repealing the Comp Plan maps aligns the Redmond 2050 Plan with more recently adopted materials.
c. The proposed amendment is consistent with policy implementation in the King County Countywide Planning Policies, the Growth Management Act, other state or federal law, and the Washington Administrative Code.	Meets	The Neighborhood Connections map promotes Redmond's pedestrian network and offers multimodal transportation options.
d. The proposed amendment can be reasonably reviewed within the staffing resources and operational budget allocated to the Department. In making this determination the following shall be considered: i. The amount of research and analysis needed to develop the proposal; ii. The potential for the proposal to impact multiple sections of	Meets	The TMP already completed extensive public engagement that built upon the work done for Redmond 2050. The Neighborhood Connections map in the TMP reflects feedback from these efforts.

2026-27 Annual Docket of Comprehensive Plan Amendments

Criteria	Staff Evaluation Meets/Does Not meet	Notes
the Comprehensive Plan and or zoning code; iii. The amount of public engagement needed to fully develop the amendments; and iv. If consultant support would be needed to fully develop the proposal.		
e. The proposed amendment addresses the interests and changed conditions of the entire City as identified in its long-range planning and policy documents and is compatible with the overall vision and goals of the Comprehensive Plan.	Meets	The updated Neighborhood Connections map in the TMP promotes Redmond 2050 policies for safe and sustainable multimodal travel that reduces vehicle miles traveled and greenhouse gas emissions.
f. The proposed amendment or similar amendment has not been considered or rejected within the last two years.	Meets	

2026-27 Annual Docket of Comprehensive Plan Amendments

Proposed Amendment: **Transportation Facilities Plan (TFP) Update**

Criteria	Staff Evaluation Meets/Does Not meet	Notes
a. Amending the Comprehensive Plan is the most appropriate mechanism available, as the desired outcome cannot be addressed as a regulatory or budgetary process, or by a work program approved by City Council.	Meets	Updating the TFP projects is most appropriate as an amendment as the TFP is an appendix to the Transportation Master Plan, which is adopted by reference into the Redmond 2050 Comp Plan and these updates will align with community priorities.
b. The proposed amendment is best addressed as an individually docketed item, instead of evaluated as part of a periodic update to Redmond's Comprehensive Plan, neighborhood plan update, or other planning processes such as those led by regional or state agencies.	Meets	Updating the TFP projects is most appropriate as an amendment as the TFP is an appendix to the Transportation Master Plan and these updates will align with community priorities. Delay in including/revising these projects would jeopardize funding and inclusion in the construction program in the City's Capital Improvement Program (CIP).
c. The proposed amendment is consistent with policy implementation in the King County Countywide Planning Policies, the Growth Management Act, other state or federal law, and the Washington Administrative Code.	Meets	The updated TFP projects promote Redmond's pedestrian and bicycle network and offers multimodal transportation options.
d. The proposed amendment can be reasonably reviewed within the staffing resources and operational budget allocated to the Department. In making this determination the following shall be considered: i. The amount of research and analysis needed to develop the proposal; ii. The potential for the proposal to impact multiple sections of	Meets	The TMP already completed extensive public engagement that built upon the work done for Redmond 2050. The updated TFP projects in the TMP Appendix reflects feedback from these efforts.

2026-27 Annual Docket of Comprehensive Plan Amendments

Criteria	Staff Evaluation Meets/Does Not meet	Notes
the Comprehensive Plan and or zoning code; iii. The amount of public engagement needed to fully develop the amendments; and iv. If consultant support would be needed to fully develop the proposal.		
e. The proposed amendment addresses the interests and changed conditions of the entire City as identified in its long-range planning and policy documents and is compatible with the overall vision and goals of the Comprehensive Plan.	Meets	Updating these shared-use path projects in the TFP promotes Redmond 2050 policies for safe and sustainable multimodal travel that reduces vehicle miles traveled and greenhouse gas emissions.
f. The proposed amendment or similar amendment has not been considered or rejected within the last two years.	Meets	

2026-27 Annual Docket of Comprehensive Plan Amendments

Proposed Amendment: Housing Incentives

Criteria	Staff Evaluation Meets/Does Not meet	Notes
a. Amending the Comprehensive Plan is the most appropriate mechanism available, as the desired outcome cannot be addressed as a regulatory or budgetary process, or by a work program approved by City Council.	Does not meet	Specific comprehensive plan policies have not been identified that could be amended or added to support the proposed zoning code amendments. Staff does not find that a Comprehensive Plan amendment is necessary to address the displacement concerns that were raised by the public. The Redmond 2050 Comprehensive Plan includes strong policies related to equity, housing stability, and displacement prevention, including Policy HO-1 in the Housing Element. These policies provide high-level guidance. Implementation occurs through regulations and programs adopted by the City.
b. The proposed amendment is best addressed as an individually docketed item, instead of evaluated as part of a periodic update to Redmond's Comprehensive Plan, neighborhood plan update, or other planning processes such as those led by regional or state agencies.	Does not meet	The issues raised would be best addressed through the city's existing programs and policies. It should be noted that the City of Redmond does not build housing. Instead, it adopts regulations and processes that allow development to occur. Mandatory Inclusionary Zoning and the voluntary Multifamily Property Tax Exemption program require or incentivize a portion of units in new developments to be income-restricted and affordable. These programs can be reviewed to better support the goals of affordable housing. Amending the Comprehensive Plan would not address these specific concerns

2026-27 Annual Docket of Comprehensive Plan Amendments

Criteria	Staff Evaluation Meets/Does Not meet	Notes
		around displacement as it serves as a high-level policy document.
c. The proposed amendment is consistent with policy implementation in the King County Countywide Planning Policies, the Growth Management Act, other state or federal law, and the Washington Administrative Code.	Does not meet	Although the intention of this proposal is supported by anti-displacement policies, it is not consistent with policies around increasing housing supply. Amended or new policies and regulations supporting the proposal might have the opposite intended effect, decreasing housing supply in Redmond, and further driving up the costs of existing housing supply.
d. The proposed amendment can be reasonably reviewed within the staffing resources and operational budget allocated to the Department. In making this determination the following shall be considered: i. The amount of research and analysis needed to develop the proposal; ii. The potential for the proposal to impact multiple sections of the Comprehensive Plan and or zoning code; iii. The amount of public engagement needed to fully develop the amendments; and iv. If consultant support would be needed to fully develop the proposal.	Does not meet	This proposal does not identify a specific comprehensive plan policy amendment, and staff did not identify any that could support this proposal. This proposal would need significant staff resources to identify the impacts – both benefits and costs. This would be better evaluated during a periodic comprehensive plan update, or during updates to strategic documents, such as the Housing Action Plan.
e. The proposed amendment addresses the interests and changed conditions of the entire City as identified in its long-range planning and policy documents and is compatible with the overall	Does not meet	The issues raised were evaluated and addressed in updated policies in the Redmond 2050 Comprehensive Plan, which was adopted in Nov. 2024. The conditions related to housing

2026-27 Annual Docket of Comprehensive Plan Amendments

Criteria	Staff Evaluation	Notes
	Meets/Does Not meet	
vision and goals of the Comprehensive Plan.		displacement have not changed since this update.
f. The proposed amendment or similar amendment has not been considered or rejected within the last two years.	Meets	There has not been a proposal to modify housing policies since the Redmond 2050 Comp Plan was adopted.

Attachment B : Analysis of the Cumulative Effects of Amendments on the 2026-27 Comprehensive Plan Docket

Project File No.	Amendment Name	Relationship 1:	Relationship 2:	Relationship 3:	Relationship 4:	Relationship 5:	Cumulative Effects of 2026-27 Docket
		Economic Vitality	Housing	Utilities	Land Use	Critical Areas/Natural Environment	
LAND-2026-00282 SEPA-2020-00934	Stormwater and Surface Water Systems Plan	Will be consistent with and support the City's economic vitality goals and policies, including EV-3 and EV-13.	Strategies and projects identified will help support the city's housing goals.	This plan will provide a long-term strategy and CIP project list that will be implemented to support the stormwater utility.	No impacts on land uses. The SWSWP does not propose land use changes or changes to land use designations.	The SWSWSP will identify strategies and projects that help support the protection and enhancement of critical areas.	
LAND-2026-00140 SEPA-2026-00139	MP, BP, and Industrial Policies and Regulations	Final actions are intended to preserve, protect, and support jobs and businesses in Redmond as well as be consistent with EV-30 (maintaining MP zones).	Updated policies are intended to support both of the City's goals for jobs and housing.	Potential land use and zoning map changes could result in a need to review and update utility functional plans.	This proposal is intended to study land use policies in these zones and provide recommendations that may result in changes to land use policies and the land use map while advancing the overall Redmond 2050 land use vision.	This proposal will consider the impacts to critical areas, such as the critical aquifer recharge areas (CARA). The MP, BP and I zones in SE Redmond are within the CARA.	
LAND-2026-00152 SEPA-2026-00153	Neighborhood Planning	Updated neighborhood policies are intended to support the City's economic vitality goals and policies, especially around complete neighborhoods.	To be determined. Updated neighborhood policies are intended to support the City's housing goals and policies while advancing complete neighborhoods.	Updates to policies and, in the future, zoning, may require an evaluation of utility plans to ensure adequate levels of service.	Updated policies may result in updates to the City's land use policies and map, principally to advance complete neighborhoods.	This proposal will consider impacts to the natural environment and critical areas.	
LAND-2026-00135 SEPA-2026-00136	Repeal Neighborhood Connections maps	N/A - This is a technical amendment to ensure consistency between the Comprehensive Plan and the Transportation Master Plan (which is adopted by reference into the Comp Plan).	N/A - This is a technical amendment to ensure consistency between the Comprehensive Plan and the Transportation Master Plan (which is adopted by reference into the Comp Plan).	N/A - This is a technical amendment to ensure consistency between the Comprehensive Plan and the Transportation Master Plan (which is adopted by reference into the Comp Plan).	N/A - This is a technical amendment to ensure consistency between the Comprehensive Plan and the Transportation Master Plan (which is adopted by reference into the Comp Plan).	N/A - This is a technical amendment to ensure consistency between the Comprehensive Plan and the Transportation Master Plan (which is adopted by reference into the Comp Plan).	
LAND-2026-00154 SEPA-2026-00155	Transportation Facilities Plan (TFP) update	Although this amendment is technical in nature and is intended to add projects that were unintentionally not included in the adopted Transportation Facilities Plan (part of the TMP update), timely inclusion of these projects will ensure they support proposed development projects. This proposal adds shared- used path projects that are shown in studies to have economic benefits.	These transportation projects support the city's overall goal of having a walkable community.	Adding these projects will ensure that the City's Capital Investment Strategy is up to date and ensures coordination amongst the functional areas.	Inclusion of these projects supports implementation of the City's land use policies.	The proposed projects include shared used paths, which are intended to support the natural environment by reducing the use of automobiles and their associated impacts (such as greenhouse gas and other emissions) to critical areas.	
Cumulative Effects of Amendments and Relationships		Proposals cumulatively support the city's economic vitality goals.	Proposals cumulatively support the city's housing goals.	Projects do not have any identified impact on the provision of utility services, and help enhance the city's levels-of-service by proposing new capital projects consistent with the city's vision and goals. Changes to the land use and zoning maps may require an evaluation of existing functional plans to ensure capital projects are aligned.	Proposals may lead to to updated policies and map boundaries for neighborhood zones and job-producing zones.	Proposals cumulatively support the city's natural environment goals.	The 2026-27 docket amendments generally would have a positive impact on the City's goals on economic vitality, housing, and the natural environment, while having minimal impact on utilities and land use.

Introduction

I'm writing in **support of including** the **Stormwater and Surface Water Systems Plan (SSWSP)** in the **2026-2027 Annual Docket of Comprehensive Plan Amendments**. I've spoken to the Planning Commission and the City Council about **nine gaps** in Redmond's water management programs (see below). The delayed adoption of the SSWSP is one of the most consequential of those gaps, and I strongly **support** the **City-initiated application to adopt it by reference into the Capital Facilities element of Redmond 2050**.

Why the SSWSP Is Urgently Needed

The SSWSP is Redmond's primary planning vehicle for **preventing flooding, reducing stormwater pollution, restoring stream and lake habitat**, and guiding capital investment in surface water infrastructure. According to the **City's project page**, the plan is being developed "**to guide actions to reduce and prevent flooding, protect and restore natural habitat, keep pollutants away from fish and wildlife, protect our drinking water aquifer, and keep our lake, river, and streams healthy for everyone to enjoy.**"

Without an adopted SSWSP, the city lacks updated level-of-service standards for stormwater, a formally adopted capital project list, and a prioritized framework for directing growth-related infrastructure investments consistent with Redmond 2050. Redmond 2050 concentrates significant residential and commercial growth in Downtown and Overlake — areas already served by aging stormwater infrastructure and directly upstream of sensitive receiving waters including the Sammamish River, Bear Creek, Evans Creek, and Lake Sammamish.

The Current Timeline and the Role of the Annual Docket

The SSWSP was originally intended to be adopted as part of Redmond 2050 in November 2024. The City's updated **project timeline** now calls for a public draft in Summer 2026, Planning Commission review in Q1 2027, and City Council adoption in Q1-Q2 2027. As the **docketing threshold criteria analysis** correctly notes, the SSWSP will need to be included on an annual docket in order to be adopted into the Comprehensive Plan. Including it in the 2026-2027 docket is therefore the right and necessary step to keep the plan on its current adoption trajectory. I urge the Commission to **recommend without delay that the City Council include the SSWSP in the docket.**

Climate Considerations

I urge the Commission to ensure that the final SSWSP explicitly incorporates climate-change scenario modeling. **Washington has experienced four consecutive drought emergencies**, and the Pacific Northwest is projected to face **more intense precipitation events** alongside **drier summers**. Level-of-service standards and capital project priorities based solely on historical rainfall data will be inadequate for the 20- and 30-year planning horizon that Redmond 2050 requires. The **SSWSP should model future climate conditions, not just past ones.**

Integration with Other Water Programs

Finally, I encourage the Commission to consider whether the SSWSP, once adopted, should be explicitly linked to Redmond's other water management plans — particularly the **Water System Plan**, the **General Wastewater Plan**, and the **Groundwater Management Area Plan**. **Redmond 2050 calls for environmental sustainability**. A truly **sustainable water future** requires these plans to speak to one another, not operate in isolation. The SSWSP is an opportunity to begin building that integration.

Conclusion

I strongly **support including the SSWSP in the 2026-2027 Annual Docket**, and I urge the Planning Commission to recommend it to City Council without delay. I also urge the Commission to ensure that the adopted plan is climate-informed, equity-conscious, and explicitly connected to Redmond's broader **One Water** resource management goals.

I want to talk about **nine gaps** between Redmond's current water management programs and the goals and **vision of Redmond 2050**.

Redmond has genuine strengths to build on. Your **Critical Aquifer Recharge Area protections** are among the most rigorous in the state, backed by decades of **groundwater monitoring**. Redmond's **General Wastewater Plan** was updated in 2024 to reflect Redmond 2050 growth projections. And the new **Stormwater and Surface Water Systems Plan** will reflect a commitment to healthier streams and lakes for the entire community.

But a review of Redmond's plans* across five water domains — potable water, wastewater, stormwater, groundwater, and surface water — reveals **nine significant gaps** that deserve attention.

Five of these are **critical**:

First, Redmond has **no water reuse or recycled water program** — no framework to distribute reclaimed water for non-potable uses like irrigation or industrial cooling.

Second, there's a **limited graywater reuse policy** — limited ways for dense new development in Downtown or Overlake to reuse sink and shower water on-site.

Third, the **Stormwater and Surface Water Systems Plan**, though urgently needed, has **not yet been adopted, funded, or released for public review**.

Fourth, Redmond has **no formal One Water governance structure**. Your water utilities and programs operate in separate silos, with no unified resource plan, shared metrics, or joint capital investment strategy.

Fifth, Redmond's **Water Shortage Response Plan**, which was last updated in 2016, is seriously outdated. It consists largely of deferred references to **Cascade Water Alliance** and **Seattle Public Utilities** plans, contains no independent local triggers or demand reduction targets, and was written before **Washington experienced four consecutive drought emergencies**. It urgently needs a climate-informed update.

There are four additional major gaps:

1. Full **dependence on King County for wastewater treatment** limits your ability to pursue reuse opportunities;
2. Intensifying development in your **Critical Aquifer Recharge Areas** threatens groundwater quality and replenishment with no managed recharge program to offset it;
3. Your citywide **Watershed Management Plan** is thirteen years old and predates Redmond 2050;
4. And you lack a formal **Water Conservation Plan** with binding demand-reduction targets.

Redmond 2050 sets ambitious sustainability goals. Closing these nine gaps — particularly through an integrated **One Water governance framework** — is how you make those goals real. Please prioritize this work.

*The documents, plans, policies, programs, and agreements that were reviewed include:

Potable Water

1. [City of Redmond 2024 Water System Plan](#)
2. [A Resolution of the Board of Directors of the Cascade Water Alliance Regarding Wholesale Water Supply Contract Negotiations](#) and [Resolution No. 2025-01](#)
3. Redmond's [groundwater wells](#)
4. [Distribution & quality operations](#)
5. [Water conservation](#)

Wastewater

6. [General Wastewater Plan \(GWP\) – 2024 update](#)
7. [King County wastewater treatment partnership](#)

Stormwater

8. [Stormwater & Surface Water Systems Plan \(SSWSP\)](#)
9. [NPDES Phase II Municipal Stormwater Permit](#)
10. [Stormwater Management](#)
11. [Private Stormwater Inspection Program](#)
12. [Stormwater utility & rate structure](#)

Groundwater

13. [Critical Aquifer Recharge Areas \(CARA I & II\)](#)
14. [Temporary Construction Dewatering](#)
15. [Wellhead Protection Program](#)
16. [Redmond–Bear Creek Valley Groundwater Management Area Plan](#)
17. [Groundwater Protection Incentive Program](#)

Surface Water

18. [Watershed Management Plan](#)
19. [Streams and habitat restoration program](#)
20. [Shoreline Master Program](#)
21. [WRIA 8 / Bear Creek Watershed partnerships](#)
22. [Comprehensive Flood Hazard Management Plan \(CFHMP\)](#)

RE: Written Public Comment — 2026-2027 Annual Docket of Comprehensive Plan Amendments, submitted by David Morton

Public Hearing: June 10, 2026, 7:00 p.m., Redmond City Hall Council Chambers

Dear Chair and Members of the Redmond Planning Commission,

I take a strong interest in the long-term planning and environmental stewardship of your city. I respectfully submit this written comment for the record in connection with the [June 10, 2026 public hearing on the proposed 2026-2027 Annual Docket of Comprehensive Plan Amendments](#). I offer comments on each of the five proposed docket items below, followed by overarching observations on the docket as a whole.

I. STORMWATER AND SURFACE WATER SYSTEMS PLAN

I **support** adoption of the [Stormwater and Surface Water Systems Plan](#) (SSWSP) by reference into the [Capital Facilities element of the Redmond 2050 Comprehensive Plan](#). This amendment appropriately fulfills Growth Management Act (GMA) requirements for capital facilities planning and advances the City's capital facilities policies [CF-1](#), [CF-2](#), and [CF-3](#). Incorporating a long-term, financially analyzed infrastructure strategy into the Comprehensive Plan strengthens the City's accountability to its residents and provides meaningful guidance for future capital investment decisions.

I ask the Commission to **ensure the following** as this item proceeds:

- **Environmental Integration**: The plan explicitly commits to identifying strategies and projects that **protect and enhance critical areas**, including [wetlands, Critical Aquifer Recharge Areas, frequently flooded areas, and fish and wildlife habitat conservation areas](#). I urge the Commission to confirm that plan implementation will include enforceable standards and measurable benchmarks, not merely aspirational language.
- **Climate Resilience**: Redmond and the broader Eastside region face **increasing stormwater volumes** and **intensified storm events** attributable to climate change. The plan should reflect current and [projected climate data](#), not solely historical averages, in sizing and prioritizing infrastructure projects.
- **Community Transparency**: As projects are added to the [Capital Improvement / Investment Program \(CIP\)](#) under this plan, the City should ensure that affected neighborhoods receive timely notification and meaningful engagement opportunities prior to construction.

II. UPDATE TO MANUFACTURING PARK, BUSINESS PARK, AND INDUSTRIAL LAND USE/ZONING MAPS, POLICIES, AND REGULATIONS

I offer **conditional support** for this proposal, which would consolidate Manufacturing Park (MP), Business Park (BP), and Industrial (I) land use designations and create a [range of industrial zones](#). I understand the intent is to preserve and strengthen Redmond's employment land base consistent with [Redmond 2050's economic vitality goals](#) and to provide policy direction for the [Southeast Redmond manufacturing and industrial centers](#).

However, several issues warrant careful attention during the substantive amendment phase:

- **Critical Aquifer Recharge Area (CARA):** The [Cumulative Effects Analysis](#) acknowledges that [the MP, BP, and Industrial zones in Southeast Redmond fall within a Critical Aquifer Recharge Area](#). Any consolidation of land use designations or creation of new industrial zones must rigorously evaluate impacts on groundwater quality and recharge capacity. I ask the Commission to **require** that **environmental review for this amendment** specifically address [CARA protection standards](#).
- **Community Engagement:** The Southeast Redmond industrial area is adjacent to residential neighborhoods and trails. Changes to land use designations and zoning regulations will affect those communities. I strongly encourage robust and early engagement with nearby residents before final recommendations are made.
- **Economic Diversity:** While preserving industrial and manufacturing lands is a legitimate and important goal, the City should ensure that the revised policies support a genuinely diverse range of employers — including small businesses and light manufacturing — and do not inadvertently favor only large-scale industrial users.

III. AMENDMENT TO THE [NEIGHBORHOODS ELEMENT](#) TO ALIGN WITH REDMOND 2050

I support updating the [Neighborhoods Element](#) and related policies to reflect the goals of Redmond 2050. The concept of “[complete neighborhoods](#),” where residents can access daily needs within a short walk or bike ride, is central to both environmental sustainability and quality of life. Aligning neighborhood and corridor planning policies with this vision is the right direction for Redmond's growth.

I ask that the Commission keep the following priorities in view as this amendment is developed:

- **Equity and Affordability:** “[Complete neighborhoods](#)” should mean complete for all residents, regardless of income. Updated policies should explicitly reference the need to preserve affordable housing within walkable mixed-use corridors and **avoid displacement of existing lower-income residents**.
- **Community-Driven Planning:** Neighborhood plans carry meaning precisely because they reflect the voices of the people who live there. I urge the Commission to set a high bar for community engagement in developing neighborhood-specific policies under the revised framework, and to avoid a one-size-fits-all approach that flattens the distinct character of Redmond's diverse neighborhoods.
- **Natural Environment:** Updated neighborhood policies should reinforce — not dilute — existing protections for urban [tree canopy](#), [open space](#), and [wildlife corridors](#). As neighborhoods densify, green infrastructure must be treated as essential, not discretionary.

IV. REPEAL OF NEIGHBORHOOD CONNECTIONS MAPS IN THE NEIGHBORHOODS ELEMENT

I support the proposed repeal of the Neighborhood Connections Maps in the Neighborhoods Element of the Comprehensive Plan. As described in the staff materials, these [maps duplicate the adopted maps in the Transportation Master Plan \(TMP\)](#), and the TMP's versions are more current — having been vetted to remove connections identified as infeasible. Eliminating this duplication reduces the risk of conflicting guidance between planning documents and improves administrative clarity.

I would ask the Commission and staff to confirm two things before this repeal is finalized:

- Completeness of TMP Maps: That the TMP's adopted [Neighborhood Connections Maps](#) fully capture all connections that the repealed maps contained, minus only those specifically removed as infeasible, so that no viable pedestrian or bicycle connection is inadvertently lost.
- Public Legibility: That the Comprehensive Plan, following repeal, will clearly and prominently cross-reference the TMP's Neighborhood Connections Maps so that residents and applicants can easily locate this information.

V. UPDATE TO THE TRANSPORTATION FACILITIES PLAN TO ADD PROJECTS

I enthusiastically support updating the [Transportation Facilities Plan \(TFP\)](#) to add two new shared-use path projects and to modify an existing project to include a shared-use path component. Specifically:

- NE 40th Street shared-use path (158th Avenue NE to 156th Avenue NE)
- NE 70th Street shared-use path (188th Avenue NE to the Evans Creek Trail)
- [NE 72nd Street modification \(east of 188th Avenue NE\)](#)

These additions advance Redmond's commitment to active transportation, connectivity, and reducing automobile dependence. They also [support the natural environment by reducing greenhouse gas emissions and other vehicle-related impacts](#), as noted in the Cumulative Effects Analysis. From a GMA standpoint, updating the TFP is appropriate to ensure consistency with the City's [capital investment strategy](#) and to support proposed development projects that depend on these connections.

I urge the Commission to recommend timely prioritization and funding of these projects within the City's [Capital Investment Strategy \(CIS\)](#), and to ensure that design standards for all three paths reflect best practices for user safety, accessibility, and ecological sensitivity. It's worth noting that the [CIS is also known as](#) the [Vision Blueprint](#) and is now 15 years old.

VI. OVERARCHING OBSERVATIONS ON THE 2026-2027 DOCKET

Having reviewed all five proposed docket items together, I offer the following cross-cutting observations:

- Cumulative Environmental Stewardship: The Cumulative Effects Analysis correctly finds that the 2026-27 docket **amendments are generally expected to have a positive impact on the City's natural environment goals**. I ask the Commission to hold this finding to account during the substantive amendment phases — particularly for the **Industrial Consolidation item given its CARA implications** — and to require rigorous environmental review rather than treating positive cumulative findings as a substitute for rigorous review.
- Coordination Across Plans: Several items on this docket are inherently linked. The stormwater plan, neighborhood policies, and transportation projects all have interdependencies with land use designations and infrastructure capacity. I encourage the Commission to recommend that the City proactively coordinate these workstreams rather than treat them as siloed amendments.
- Redmond 2050 Alignment: All five docket items are framed as advancing Redmond 2050's goals. I ask that this alignment be substantive rather than rhetorical — that each amendment include clearly defined outcomes and that the City establish mechanisms to evaluate whether those outcomes are being achieved over time.
- Housing Displacement: I note from the **staff memo that a community-initiated proposal on housing displacement incentives did not meet the docketing threshold criteria**. While I respect **the Commission's decision**, the underlying concern about housing affordability and displacement is real and urgent. I encourage the Commission to identify an appropriate vehicle — whether **through the Neighborhoods Element update (see the first bulleted item under Amendment #III above)** or **another process** — to address these concerns within the current planning cycle.

I appreciate the Planning Commission's careful consideration of these amendments and your commitment to an open public process. I **support placing all five items on the 2026-2027 Annual Docket** and look forward to continued opportunities to participate as the substantive amendments are developed.

Thank you for your service to the city of Redmond.

Respectfully submitted,

David Morton
206-909-5680

RE: Written Public Comment — 2026-2027 Annual Docket of Comprehensive Plan Amendments, submitted by David Morton

Public Hearing: June 10, 2026, 7:00 p.m., Redmond City Hall Council Chambers

Dear Chair and Members of the Redmond Planning Commission,

I take a strong interest in the long-term planning and environmental stewardship of your city. I respectfully submit this written comment for the record in connection with the [June 10, 2026 public hearing on the proposed 2026-2027 Annual Docket of Comprehensive Plan Amendments](#). I offer comments on each of the five proposed docket items below, followed by overarching observations on the docket as a whole.

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I ask the Commission to **ensure the following** as this item proceeds:

- **Environmental Integration**: The plan explicitly commits to identifying strategies and projects that **protect and enhance critical areas**, including [wetlands, Critical Aquifer Recharge Areas, frequently flooded areas, and fish and wildlife habitat conservation areas](#). I urge the Commission to confirm that plan implementation will include enforceable standards and measurable benchmarks, not merely aspirational language.
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I ask that the Commission keep the following priorities in view as this amendment is developed:

- **Equity and Affordability:** “[Complete neighborhoods](#)” should mean complete for all residents, regardless of income. Updated policies should explicitly reference the need to preserve affordable housing within walkable mixed-use corridors and **avoid displacement of existing lower-income residents**.
- **Community-Driven Planning:** Neighborhood plans carry meaning precisely because they reflect the voices of the people who live there. I urge the Commission to set a high bar for community engagement in developing neighborhood-specific policies under the revised framework, and to avoid a one-size-fits-all approach that flattens the distinct character of Redmond's diverse neighborhoods.
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I would ask the Commission and staff to confirm two things before this repeal is finalized:

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I appreciate the Planning Commission's careful consideration of these amendments and your commitment to an open public process. I support placing all five items on the 2026-2027 Annual Docket and look forward to continued opportunities to participate as the substantive amendments are developed.

Thank you for your service to the city of Redmond.

Respectfully submitted,

David Morton
206-909-5680



NOTICE OF PUBLIC HEARING
CITY OF REDMOND

2026-2027 Annual Docket of Comprehensive Plan Amendments

The City of Redmond Planning Commission will hold a Public Hearing at Redmond City Hall Council Chambers, 15670 NE 85th Street, Redmond, Washington on **June 10, 2026 at 7 p.m.** or as soon thereafter, on:

SUBJECT: 2026-2027 Annual Docket of Comprehensive Plan Amendments. There are five proposed docket items:

- Adopt the Stormwater and Surface Water Systems Plan as a functional plan by reference into the Capital Facilities element
- Update to Manufacturing Park, Business Park, and Industrial Land Use/Zoning Maps, Policies, and Regulations
- Amend the Neighborhoods element and related policies to align with Redmond 2050
- Amend the Neighborhoods Element by repealing Neighborhood Connections Map that duplicate the adopted maps in the Transportation Master Plan (TMP)
- Update the Transportation Facilities Plan to add projects

Copies of the proposals are available at <https://www.redmond.gov/2587/2026-27-Comprehensive-Plan-Docket>.

REQUESTED ACTION: Planning Commission recommendation on establishing the 2026-2027 Annual Docket of Comprehensive Plan Amendments.

PUBLIC PARTICIPATION: Join in-person at City Hall, watch live at [redmond.gov/RCTV](https://www.redmond.gov/RCTV), Comcast channel 21/321, Zply channel 34, on [facebook.com/CityofRedmond](https://www.facebook.com/CityofRedmond), or listen live by phone by calling 510-335-7371.

Public comment can be provided in-person or by phone during the meeting by providing a name and phone number to PlanningCommission@redmond.gov no later than 5 p.m. on the day of the hearing.

Written public comments should be submitted prior to the hearing by email to PlanningCommission@redmond.gov no later than 5 p.m. on the hearing date. Comments may also be sent by mail to: Planning Commission, MS: 4SPL, P.O. Box 97010, Redmond, WA, 98073-9710.

If you have any comments, questions, or would like to be a Party-of-Record on this proposal, please contact Glenn Coil, Senior Planner, 425-556-2742 gcoil@redmond.gov.

If you are hearing or visually impaired, please notify Planning Department staff at 425-556-2441 one week in advance of the hearing to arrange for assistance.

LEGAL NOTICE: May 20, 2026



MEETING MINUTES

REDMOND PLANNING COMMISSION MEETING

Wednesday, June 10, 2026 – 7:00 p.m.

1. Call to Order & Roll Call – 7:01 p.m.

Commissioners Present:	Chair Susan Weston, Commissioners Denice Gagner (virtual), Tara Van Niman, and Aparna Varadharajan (virtual)
Commissioners Absent:	Vice-Chair Jeannine Woodyear, Commissioners Adam Coleman and Bryan Copley (Excused)
Staff Present:	Lauren Alpert, Jeff Churchill, Glenn Coil, Peter Holte, Francesca Liburdy, and Chris Wyatt
Recording Secretary:	Carolyn Garza, LLC

2. Approval of the Agenda

- *Motion to approve the Agenda by Commissioner Van Niman, seconded by Commissioner Aparna. The Motion passed.*

3. Approval of Meeting Minutes & Summaries

- *Motion by Commissioner Van Niman to approve the May 27, 2026 Meeting Summary. Motion seconded by Commissioner Aparna. The Motion passed unanimously.*

4. Items from the Audience (General)

- **David Morton**, Redmond 98053, stated having spoken previously regarding seven of nine gaps between the current Water Management programs and

goals of Redmond 2050. Gaps eight and nine regarding the city-wide Watershed Management Plan (WMP) and the lack of a formal water conservation plan with binding demand reduction targets were described and commented on.

5. 2026-27 Annual Comprehensive Plan Docket – Public Hearing and Study Session

Senior Planner Coil presented the topic.

Chair Weston opened the Public Hearing.

Public Hearing

- **Linda Seltzer**, 80th Street/Senior Apartment Complex, stated disappointment that a part of Redmond 2050 code that incentivizes redevelopment has not been removed, failing to prioritize housing preservation, and asked about a Human Services Commission reference for the issue.
- **David Morton**, Redmond 98053, stated support for placing all five items on the Docket and asked for additional details to be added; more than aspirational language, rigorous groundwater impact requirements, addressing housing affordability and environment, that the Transportation Master Plan maps be complete before any repeal is finalized, and funding prioritization for shared use path projects.

Chair Weston closed the verbal portion of the Public Hearing while the written portion would remain open.

Commissioner Aparna asked for clarification regarding the impact analysis and the Stormwater Plan occurring concurrently. Senior Planner Coil replied that the actual process will be worked on in the next steps. Chair Weston stated that the docket is approved first and then process details will be examined. Senior Planner Coil and Senior Planner Alpert replied that projects are at this time being approved for placement on a list to begin work on.

Commissioner Gagner asked for clarification regarding page one of 12 in the Staff Memo, Section D, the origin of funds for the budget mentioned. Senior Planner Holte replied part of the Public Works budget carried over and an extended contract to complete work. Commissioner Gagner asked, regarding page five of 12, for clarification regarding a Neighborhood Plan budget for community engagement. Senior Planner Coil replied that the Neighborhood Plan is a special project and all projects are in the regular work plan for the city.

Senior Planner Coil asked if the Planning Commission is ready to make a recommendation or if there is direction in order to prepare the report for the next meeting and approval. Commissioner Van Niman replied that there is a quorum and that the docket should be advanced. Chair Weston asked that the report be prepared and that a vote would occur at the next meeting when more Commissioners are present.

6. 2026 Annual Code Cleanup – Study Session

Senior Planner Alpert presented the topic.

Chair Weston asked if a Matrix should be created now and Senior Planner Alpert stated that notes would be taken for an Issues Matrix to be presented at the next meeting.

Commissioner Aparna asked for clarification regarding development agreements. Planning Manager Churchill replied that development agreements are defined as contracts by State Law, and voluntary in that a property owner and the city can choose to enter into the agreement but neither is required to; once created the contract is binding. Commissioner Aparna asked for more information to be provided in the Issues Matrix and asked if projects that go through development agreements do not go through a Public Hearing because they are voluntary, and Planning Manager Churchill replied that the projects require Public Hearings by State Law. Commissioner Aparna asked if a Public Hearing is still required if there is no development agreement and Planning Manager Churchill replied yes, but only if zoning code requires one for the type of project.

Chair Weston asked for clarification regarding where Open Space changes apply.

Commissioner Van Niman asked what is being changed with pedestrian pathways.

Chair Weston asked for clarification regarding parking restrictions and Open Space as well as the goal.

Chair Weston asked if sustainability regulation changes were verbiage and typographic changes only or if there is any impact on meaning from the previous version.

Chair Weston stated that further questions could be sent to staff through the weekend.

7. Staff & Commissioner Updates

Senior Planner Alpert stated that interviews are being conducted for the Planning Commission Youth Advisor position and thanked Chair Weston for participating.

8. Adjourn

- *Motion by Commissioner Van Niman to adjourn at 7:34 p.m. Motion seconded by Commissioner Aparna. The Motion passed unanimously.*

Minutes approved on:

Planning Commission Chair

June 26, 2026





City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 8/3/2026
Meeting of: City Council

File No. SPC 26-070
Type: Executive Session

Potential Litigation (RCW 42.30.110(1)(i)) - 20 Minutes

City of Redmond
Payroll Check Approval Register
Pay period: 7/1 - 7/31/2026
Check Date: 7/31/2026

Check Total:	\$	-
Direct Deposit Total:	\$	10,504.84
Wires & Electronic Funds Transfers:	\$	5,986.35
Grand Total:	\$	<u>16,491.19</u>

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

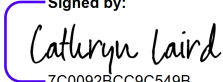
All Checks numbered through ,
Direct deposits number **208893** through **208900** , and
Electronic Fund transf **2009** & **2010**
are approved for payment in the amount of **\$16,491.19**
on this **31st day of July 2026**.

Note:

City of Redmond
Payroll Final Check List
Pay period: 7/1 - 7/31/2026
Check Date: 7/31/2026

Total Checks and Direct deposit:	\$ 11,627.62
Wire Wilmington Trust RICS (MEBT):	\$ 4,863.57
Grand Total:	<u>\$ 16,491.19</u>

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

Signed by:

7C0092BCC9C549B...

Human Resources Director, City of Redmond
Redmond, Washington

City of Redmond
Payroll Check Approval Register
Pay period: 7/1 - 7/15/2026
Check Date: 07/24/2026

Check Total:	\$	39,748.39
Direct Deposit Total:	\$	3,274,858.09
Wires & Electronic Funds Transfers:	\$	1,935,152.99
Grand Total:	\$	5,249,759.47

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

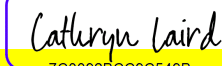
All Checks numbered **189190** through **189207** ,
Direct deposits numbered **208051** through **208892** , and
Electronic Fund transfers **2004** through **2008**
are approved for payment in the amount of **\$5,249,759.47**
on this **10th day of July 2026**.

Note:

City of Redmond
Payroll Final Check List
Pay period: 7/1 - 7/15/2026
Check Date: 07/24/2026

Total Checks and Direct deposit:	\$	4,664,990.21
Wire Wilmington Trust RICS (MEBT):	\$	584,769.26
Grand Total:	\$	5,249,759.47

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

Signed by:

7C0092BCC9C549B...

Human Resources Director, City of Redmond
Redmond, Washington
