



## Memorandum

**Date:** 2/3/2026  
**Meeting of:** City Council

**File No.** AM No. 26-018  
**Type:** Consent Item

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

Planning and Community Development	Carol V. Helland	425-556-5107
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**DEPARTMENT STAFF:**

Planning and Community Development	Seraphie Allen	Deputy Director
Planning and Community Development	Jeff Churchill, AICP	Planning Manager
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**TITLE:**

Adoption of Three Resolutions Related to Provision of Affordable Housing

- a. Adopt a Resolution Approving the Allocation of \$1,217,000 to A Regional Coalition for Housing (ARCH) for the Development of Affordable Housing

Resolution No. 1620: A Resolution of the City Council of the City of Redmond, Washington, Authorizing the Duly-Appointed Administering Agency for A Regional Coalition for Housing (ARCH) to Execute all Documents Necessary to Enter into Agreements for the Funding of Affordable Housing Projects, as Recommended by the ARCH Executive Board, Utilizing Funds from the City's Housing Trust Fund

- b. Adopt a Resolution Approving the Recommended Changes to the House Key Plus ARCH East King County Downpayment Program

Resolution No. 1621: A Resolution of the City Council of the City of Redmond, Washington, Approving Revisions to the House Key Plus ARCH (East King County) Down Payment Assistance Program, Authorizing Execution of Related Agreements, and Ratifying Prior Actions Taken in Support of Said Program, all as Recommended by the Executive Board for A Regional Coalition for Housing (ARCH)

- c. Adopt a Resolution to Delegate Administrative Duties to Bellevue for the ARCH Housing Trust Fund (HTF) Financing Agreements that Pre-Date the 2010 Interlocal Agreement (ILA) Amendment

Resolution No. 1622: A Resolution of the City Council of the City of Redmond, Washington, Authorizing the City of Bellevue to Administer Certain Housing Project Agreements on Behalf of the City of Redmond, Consistent with the Amended and Restated Interlocal Agreement for A Regional Coalition for Housing (ARCH)

**OVERVIEW STATEMENT:**

Resolution Approving Allocation of Housing Trust Funds:

Staff recommends that the City Council adopt a resolution (**Attachment A**) to authorize the allocation of \$1,217,000 from the Housing Trust Fund to A Regional Coalition for Housing (ARCH) to finance affordable housing projects in East King County communities per the December 2025 Housing Trust Fund (HTF) Recommendations (**Attachment A, Exhibit A**).

The ARCH Executive Board reviews funding requests received from non-profit housing providers every fall for projects related to affordable housing. The ARCH Executive Board provides recommendations to member Councils for funding early the following year. These recommendations must be approved by member Councils. This process is conducted annually.

Supplemental information on the updated CIP Housing Development Fund matrix to reflect the additional commitment from Redmond of \$350,000 to the YWCA Family Village rehabilitation is available in **Attachment E**.

Resolution Approving Changes to the House Key Plus ARCH East King County Downpayment Assistance Program:

Staff recommends that the City Council adopt a resolution (**Attachment B**) to approve updates (**Attachment B, Exhibit A**) to a longstanding program that funds downpayment assistance for first-time homebuyers. The program is jointly funded by ARCH, King County, and the Washington State Housing Finance Commission. The ARCH Executive Board supports the updates to the Down Payment Assistance (DPA) program because:

- Current funds are underutilized; updates will better serve eligible buyers.
- The DPA program has been successful but needs modernization to remain effective for low- and moderate-income homebuyers in East King County.
- Changes will align DPA with ARCH's Affordable Homeownership Program, one of the few affordable entry points in the region.
- Administrative roles will be clarified and simplified for ARCH and the administering agency.
- No additional funding is required at this time.

Resolution Approving Delegation of Administrative Duties to Bellevue for the ARCH HTF financing agreements that pre-date the 2010 Interlocal Agreement (ILA) amendments:

- Staff recommends that the City Council adopt a resolution (**Attachment C**) to delegate administrative duties to Bellevue for HTF financing agreements that pre-date the 2010 ILA amendments. Before 2010, each ARCH member city managed its own contracts funded through the ARCH Housing Trust Fund. In 2010, an updated agreement made Bellevue the Administering Agency for ARCH. Since then, Bellevue has handled new contracts for all members. However, older contracts from before July 10, 2010, are still managed by individual cities. This split system creates inefficiencies and extra work. For all ARCH member jurisdictions, there are 63 projects financed before the amendment that still need city staff attention. For Redmond specifically, there are 34 projects with contracts that still need city staff attention.
- ARCH and Bellevue worked together to create a resolution that authorizes Bellevue to manage these older contracts. This change will make processes simpler and save staff time. It will also ensure consistency in how contracts are handled. Bellevue will have authority to manage tasks like assignments, subordination agreements, and partial releases. The goal is to streamline contract management and reduce duplication across ARCH member cities. Further context is available in the ARCH memo to City Council (**Attachment D**).

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

**REQUESTED ACTION:**

☐ Receive Information      ☐ Provide Direction      ☒ Approve

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
The Comprehensive Plan Housing Element provides a framework for housing goals, policies, and actions to address housing needs that advance the City's vision. Redmond 2050 Housing Policies HO-17 and HO-23 direct the City to cooperate with A Regional Coalition for Housing (ARCH) to attain a variety of housing process and outcome goals.
- **Required:**  
The ARCH Interlocal Agreement of 1992 as amended in 2010 requires that both 1) ARCH work program and budget and 2) funds for affordable housing, be approved by each member council.
- **Council Request:**  
N/A
- **Other Key Facts:**  
The HTF Award process is an annual process with ARCH and associated member jurisdictions.

**OUTCOMES:**

Resolution Approving Allocation of Housing Trust Funds:

The ARCH Executive Board concurred with the recommendations of the ARCH Community Advisory Board and recommends allocating municipal Housing Trust Funds totaling \$4.6 million for seven housing efforts with a total of 504 units. The total request of Redmond is \$1,217,000.

1. Altaire
  - a. Funding Request of Redmond: \$110,300
  - b. Affordable Units: 145
  - c. Location: Bellevue
2. Bothell Urban
  - a. Funding Request of Redmond: \$290,000
  - b. Affordable Units: 201
  - c. Location: Bothell
3. Family Village Redmond
  - a. Funding Request of Redmond: \$491,900 (\$141,900 + \$350,000)
  - b. Affordable Units: 20
  - c. Location: Redmond
4. Forest Edge
  - a. Funding Request of Redmond: \$110,300
  - b. Affordable Units: 100
  - c. Location: Bellevue
5. LEO Trailhead
  - a. Funding Request of Redmond: \$58,000
  - b. Affordable Units: 7
  - c. Location: Issaquah
6. Kirkland House
  - a. Funding Request of Redmond: \$71,700
  - b. Affordable Units: 6
  - c. Location: Kirkland
7. Orchard Gardens

- a. Funding Request of Redmond: \$84,800
- b. Affordable Units: 25
- c. Location: Bellevue

Further information is contained in **Attachment A, Exhibit A.**

Resolution Approving Changes to ARCH Downpayment Assistance Program:

The program will be updated to better suit the greater amount of support needed for qualifying households to bridge the gap between eligible household incomes and market rate home prices. The proposed changes will expand access to a wider range of qualifying households, provide a higher maximum downpayment assistance, lower borrower contribution, and a variety of other changes that improve equitable outcomes and increase administrative efficiency. Overall, these recommendations are anticipated to better meet the needs of eligible buyers in the current marketplace, align with the ARCH Homeownership Program, and result in faster utilization of program funds.

Further information is contained in **Attachment B, Exhibit A.**

Resolution Approving Delegation of Administrative Duties to Bellevue for the ARCH HTF financing agreements that pre-date the 2010 Interlocal Agreement (ILA) amendments:

Approving the recommendations will grant the City of Bellevue the authority to carry out administrative actions for contracts initiated prior to 2010. This delegation will:

- Simplify processes by consolidating administrative responsibilities under Bellevue.
- Streamline contract management for legacy agreements.
- Save staff time for ARCH member cities by eliminating administrative tasks on routine agreement modifications.
- Ensure consistency in how contracts are managed across ARCH.

The specific authority delegated to the Administrative Agency includes, but is not limited to, negotiating and executing any assignments, subordination agreements, and partial releases of security instruments.

Further information is contained in **Attachment C, Exhibit A.**

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
Annual process.
- **Outreach Methods and Results:**  
HTF: ARCH staff met with member cities' planning and human services staff to conduct a preliminary review of applications before forwarding applications to the Community Advisory Board (CAB). The CAB is recruited using public notices, website announcements, and email communications with the help of member cities. The CAB is appointed by the Executive Board.
- **Feedback Summary:**  
N/A

**BUDGET IMPACT:**

**Total Cost:**

\$1,217,000 for the City of Redmond contribution to the 2025 Housing Trust Fund Award

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

**Budget Offer Number:**

HTF: CIP Budget - Citywide Investments

**Budget Priority:**

Vibrant and Connected

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

If yes, explain:

N/A

**Funding source(s):**

HTF: Capital Investment Program (CIP); functional area: General Government

**Budget/Funding Constraints:**

HTF funds provide increased affordable housing choices for a diverse population through contributions to ARCH (A Regional Coalition for Housing).

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
1/20/2026	Committee of the Whole - Public Safety and Human Services	Receive Information

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

ARCH Requests the timely approval of these items. Timely approval of the ARCH Executive Board request for the Housing Trust Fund recommendations will allow for the timely allocation of funds for affordable housing in East King County.

**ANTICIPATED RESULT IF NOT APPROVED:**

If not approved, ARCH will not have Redmond funds to contribute to the regional efforts to advance affordable housing projects that meet urgent local priorities.

**ATTACHMENTS:**

Attachment A: Resolution - Housing Trust Fund 2025

Exhibit A. ARCH Memo - ARCH 2025 Award Recommendations

Attachment B: Resolution - Updates to Downpayment Assistance Program

Exhibit A. ARCH Memo - Recommended Updates to Downpayment Assistance Program  
Attachment C: Resolution - Delegation of pre-2010 ARCH Housing Trust Fund Award Administration  
Attachment D: ARCH Memo - Delegation of pre-2010 ARCH HTF Administration  
Attachment E: Affordable Housing Development CIP Fund 2025 Year End Matrix