



Memorandum

Date: 6/9/2026

File No. CM 26-368

Meeting of: Committee of the Whole - Finance, Administration, and Communications

Type: Committee Memo

TO: Committee of the Whole - Finance, Administration, and Communications

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Parks	Loreen Hamilton	425-556-2336
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DEPARTMENT STAFF:

Executive	Zach Houvener	Deputy - Equity & Strategic Services
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TITLE:

Redmond Historical Society Lease Agreement

OVERVIEW STATEMENT:

The Redmond Historical Society has operated out of approximately 942 square feet of sub-leased space within the Old Redmond Schoolhouse, a Lake Washington School District (LWSD) owned facility leased by the City for recreational programming. With LWSD reclaiming full use of that building beginning in July 2026, recreation programs and the Redmond Historical Society have actively worked to relocate affected programs and operations to other facilities. To ensure continuity of the Redmond Historical Society’s operations and preserve its role in the community, staff have worked on a new lease agreement relocating the organization to the Adair Cabin (approximately 800 square feet) in Anderson Park.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

Receive Information Provide Direction Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council approval required as previous sub-lease agreement did not contain renewal or extension.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The proposed lease agreement allows a valued partner a space for its operations, preserving access to Redmond’s history for residents and visitors alike. The Redmond Historical Society plays an important role in that effort, connecting community members to local history through programming, collections, and ongoing community engagement.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

The annual rent, plus utilities and service fees paid to the city would be \$4,545 for 2026, and \$4,730 for 2027.

Approved in current biennial budget: Yes No N/A

Budget Offer Number:

N/A

Budget Priority:

Vibrant and Connected

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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N/A	Item has not been presented to Council	N/A
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Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
6/16/2026	Business Meeting	Approve

Time Constraints:

The Redmond Historical Society has already begun vacating the Old Redmond Schoolhouse, with all operations required to be fully relocated by June 30, 2026, when the facility reverts to the LWSD operations.

ANTICIPATED RESULT IF NOT APPROVED:

Without Council approval, the Redmond Historical Society would have no designated space to continue operations after June 30, 2026.

ATTACHMENTS:

Attachment A: Redmond Historical Society Lease Agreement