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## ENVIROSTARS MEMBER ADDENDUM

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### ***City of Redmond***

THIS ADDENDUM is entered into on the last date of signature hereto, by and between the Program Administrator, as authorized under the terms of the EnviroStars Regional Green Business Memorandum of Agreement, dated this \_\_\_\_\_ day of \_\_\_\_\_ (hereafter “EnviroStars MOA” or “MOA”) on behalf of the EnviroStars MOA current Members, and the City of Redmond, a political subdivision of the State of Washington. This Addendum remains in effect until and unless modified by the EnviroStars MOA or subsequent addendum thereto.

While the EnviroStars MOA establishes an initial cooperative undertaking in the Puget Sound region, it is the vision and intention of the EnviroStars Members for the EnviroStars program to grow and become a statewide hub for businesses to learn how to green their practices, track progress, and get recognized for their achievements.

#### **Purpose of the Addendum**

In accordance with Section 5.1 of the MOA, it is the purpose of this Addendum to add the City of Redmond as a new Member to the existing MOA and through the addition of this new Member revise the pledged pooled support funding and the weight of votes in *Table 1* of the MOA and as amended below in *Table 2*, since the votes are weighted proportionally to financial contributions.

In consideration of the benefits arising out of the covenants in the original EnviroStars MOA and other good and valuable consideration the sufficiency of which is hereby acknowledged, the City of Redmond and the Program Administrator agree that the City of Redmond is to become a Member subject to terms of the MOA, except as to weighted voting rights and required contribution to funding, both of which are to be governed by this Addendum.

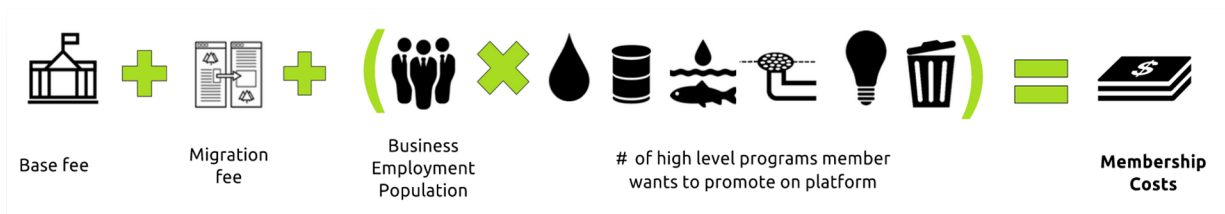
#### **Duration**

The funding pledged by the City of Redmond adds to the collected funds from current EnviroStars members. This Addendum remains in effect for the same term as the EnviroStars MOA subject to withdrawal as provided therein.

#### **Funding (Section 4.0 in MOA)**

Member agencies pay an annual fee to participate in the EnviroStars program and access member benefits. The annual fee for new members includes: 1) a Base Fee, 2) a Migration Fee, 3) and a Business Impact Fee.

- The **Base Fee** is \$5,000 per year.
- The **Migration Fee** is based on the number of business participants in your existing program that your agency would like to migrate to the new web platform (if applicable).
- The **Business Impact Fee** is calculated based on the business employee population served by the agency and on the number of existing green business programs offered by the agency. The following program areas are used to calculate the business impact fee:  
1) Solid Waste, 2) Energy, 3) Water, 4) Stormwater, 5) Wastewater/Septic, and 6) Hazardous Waste.



There is a discounted fee to remove barriers for smaller cities to become member agencies if their county or utility are already in the program. The discounted fee is for cities with fewer than 50,000 employees. The City of Redmond does not fall within the discount fee parameters.

The City of Redmond does not have a green business program so a business migration fee has not been calculated.

For your agency's Business Impact Fee, you will be promoting three (3) environmental programs to businesses. The business impact fee is \$4,742 as shown in the table below.

Table 1: Summary of programs covered and business impact fees for the 2019 scope of work.

Program Area	Program Area "Value"	Business Employment Population <sup>1</sup>	Business Employment Factor	Business Impact Fee <sup>2</sup>
Solid Waste	1.0	50,179	\$0.0315	\$1,581
Stormwater	0.50	50,179	\$0.0315	\$790
Waste Water	0.50	50,179	\$0.0315	\$790
Hazardous Waste	1.0	50,179	\$0.0315	\$1,581
<b>Total Impact Fee</b>				<b>\$4,742</b>

<sup>1</sup> PSRC Employment Data, 2015

<sup>2</sup> Rounded

Based on the information above, the annual business membership fee for the City of Redmond for 2019 is \$9,742.

Membership Cost Detail	
Base Fee	\$5,000.00
Business Impact Fee	\$4,742.00
Business Migration Fee	\$0.00
Member Discount	\$0.00
Total	\$9,742.00

Table 2 below reflects an update to the MOA voting details in *Section 3.0 Roles and Responsibilities*. The City of Redmond has been added to this table reflecting a change in vote weight.

**Table 2: Updated Voting Details**

Member		2019 Fee	% Funding	Executive Committee Status	Individual Weight of Vote	Combined Weight of Vote
1	Seattle Public Utilities	\$62,468	20.4%	Member	0.204	63.7%
2	King County	\$49,795	16.3%	Member	0.163	
3	Puget Sound Energy	\$32,463	10.6%	Member	0.106	
4	Snohomish County	\$25,234	8.2%	Member	0.082	
5	Seattle City Light	\$25,166	8.2%	Member	0.082	
6	Pierce County Health Department	\$14,308	4.7%	Small Caucus	0.047	36.3%
7	Bellevue	\$13,133	4.3%		0.043	
8	Snohomish PUD	\$11,745	3.8%		0.038	
9	Tacoma	\$11,368	3.7%		0.037	
10	Redmond	\$9,742	3.2%		0.032	
11	King County LHWMP	\$8,733	2.9%		0.029	
12	Kitsap County Solid Waste	\$7,660	2.5%		0.025	
13	Kirkland	\$6,781	2.2%		0.022	
14	Bellingham	\$6,603	2.2%		0.022	
15	Port Angeles	\$5,521	1.8%		0.018	
16	Seattle Office of Economic Development	\$5,000	1.6%		0.016	
17	Kitsap Public Health District	\$3,288	1.1%		0.011	
18	Whatcom County Health Department	\$2,961	1.0%		0.010	
19	Shoreline	\$2,380	0.8%		0.008	
20	Edmonds	\$1,970	0.6%		0.006	
11/26/2018		\$306,320	100.0%		1.000	100.0%

### **Roles and Responsibilities of the Participatory Partners (Section 3.0 in MOA)**

To qualify for membership on the **Executive Committee**, which makes decisions related to strategic program funding and policy issues, a Member Agency must contribute at least \$15,000 each year. Smaller contributions will be grouped in a smaller contribution voting caucus. The City of Redmond annual membership fee is \$9,742 for 2019. This serves as the basis for the City of Redmond voting in the small caucus as provided for in Section 3 of the MOA.

A City of Redmond representative will have a position on the Steering Committee which makes tactical and administrative decisions and carries out or directs most of the workload.

In addition to shared small caucus representation on the Executive Committee and a position on the Steering Committee, the City of Redmond is welcome and strongly encouraged to participate in at least one of the following program Advisory Committees:

- Program Standards
- Web Platform
- Marketing
- Membership and Funding

Below is a summary outlining the benefits available to the City of Redmond and businesses in their service area.

### **City of Redmond Benefits:**

- **Web Platform Access:** Administrative access to track business applications and requests for assistance.
- **Programs on Resource Look Up:** Promote the Member's programs and services (that are included in the Business Impact Fee). When businesses type in their address, the appropriate Members' services, rebates, education information, etc. will appear.
- **Aggregated Metrics:** Access aggregated metrics to quantify resource savings from businesses. Translate business actions into estimated measurable results for – i.e. gallons of water saved, tons of waste diverted from the landfill, kWh saved, and more.
- **Program/Agency Marketing:** Co-branding of agency name will be promoted through the web platform, social media sites, and at regional green business events.
- **Application Review (Limited):** The Program Administrator will review certain level of business applications based on business impact fee. The remaining applications will need to be reviewed by the Member Agency.

## Business Participant Benefits in the City of Redmond Service Area

- **Profile/Checklist:** Businesses receive tips on how to green their business through the green action checklist. Three tiers of recognition are offered to welcome all sizes and sectors of businesses and encourage continuous improvement. Individual business participants will have access to reports summarizing the resource conservation savings and other positive impacts associated with the green actions taken.
- **Marketing Toolkit:** The EnviroStars Toolkit - a window cling, a recognition certificate, and content such as sample social media posts.
- **Web Recognition:** Business participants who qualify in a recognition tier will be included in the customer-facing Green Business Directory, accessible via the web and app.
- **Digital Marketing:** Regional digital advertising will feature specific businesses that reach the highest tier of recognition.

## Updated Brand Guidelines (Section 5.0 in MOA)

The City of Redmond has received and signed the EnviroStars Brand Guidelines agrees to operate under a separate licensing agreement with King County, the form of which is attached to this Addendum as Attachment A.

The addition of a new Member through the execution of this Addendum to the original MOA is not under the terms of the MOA deemed to be, nor shall it constitute, an amendment to the MOA. The MOA provides that the Program Administrator is authorized to sign an addendum adding a new Member, provided that the Members of the Steering Committee unanimously approve such new membership. The Steering Committee unanimously approved the City of Redmond as a new Member Agency on June 20, 2017.

WITNESS HEREOF, the parties hereto have caused this Addendum to be executed and to be effective on the date of the last signature hereto.

For the EnviroStars Green Business Program:

\_\_\_\_\_  
*Ms. Stephanie Thomas*  
*2019-21 EnviroStars Program Administrator*  
*Cascadia Consulting Group*

Date: \_\_\_\_\_

For the City of Redmond:

\_\_\_\_\_  
*Signature*

Date: \_\_\_\_\_

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Title*

\_\_\_\_\_