
ENVIROSTARS NEW MEMBER ADDENDUM

City of Redmond: New Member #4

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 October 26, 2015 (hereafter "EnviroStars MOA" or "MOA") on behalf of the EnviroStars MOA current Members, and City of Redmond, a political subdivision of the State of Washington ("Addendum"). 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. The Washington Department of Ecology ("Ecology") through a grant, as well as the US Environmental Protection Agency, through a grant are helping to support this statewide expansion.

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, 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 weighed voting rights and required contribution to funding, both of which are to be governed by this Addendum.

Duration

Pledged funding for the City of Redmond is for program year 2 (2017) and program year 3 (2018), which is added to pledged funds from original members in the MOA. Either a new addendum or a new Memorandum of Agreement is anticipated to be created and signed by all then existing Members for program year 4+ (2019+).

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 the City of Redmond's existing agency programs that the City would like to migrate to the new web platform.
- 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.



The City of Redmond does not currently have a green business plan or plan to migrate business data, therefore there is no Mitigation Fee.

For the City of Redmond's Business Impact Fee, the City will be promoting four environmental programs (Solid Waste, Stormwater, Wastewater/Septic and Hazardous Waste) to businesses. The business impact fee is \$4,741.92, as shown in the table below.

Table 1: Summary of programs covered, business impact fees and paying agency for 2017 and 2018 for City of Redmond

Program Area	Program Area "Value"	Business Employment Population ¹	Business Employment Factor	Business Impact Fee
Solid Waste	1	50,179	\$0.0315	\$ 1,581
Stormwater	0.5	50,179	\$0.0315	\$ 790
Hazardous Waste	1	50,179	\$0.0315	\$ 1,581
Wastewater/Septic	0.5	50,179	\$0.0315	\$ 790
Total Impact Fee				\$4,741.92

¹ PSRC Employment Data (2015) is 84,547. Employee's from Redmond's Microsoft campus (34,368) have been excluded.

Based on the information above, the annual business membership fee for the City of Redmond for 2017 and for 2018 is \$9,741.92 (\$5,000 base fee + \$0 migration fee + \$4,741.92 for impact fees). Note that the membership fee (base fee, migration fee and business impact fee) for all

Members for 2019 and beyond will be determined in 2018 and may be different than the 2017 and 2018 fees.

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 (ranked by contribution)		Joining year (signed MOA or Addendum)	3 year average	Relationship to Executive Committee	% of Member Funding	Weight of Vote
1	Seattle-SPU	2015	\$100,000	Individual Member	42%	0.4215
2	Seattle- SCL	2015	\$25,000	Individual Member	11%	0.1054
3	LHWMP	2015	\$20,000	Individual Member	8%	0.0843
4	King County	2015	\$20,000	Individual Member	8%	0.0843
5	Snohomish PUD	2015	\$15,000	Individual Member	6%	0.0632
6	PSE	2015	\$15,000	Individual Member	6%	0.0632
7	City of Redmond*	2017	\$9,742	Small Caucus	4%	0.0411
8	City of Bellevue	2015	\$5,000		2%	0.0211
9	City of Kirkland	2015	\$5,000		2%	0.0211
10	Snohomish County	2015	\$5,000		2%	0.0211
11	Seattle-OED	2015	\$5,000		2%	0.0211
12	Kitsap Public Health*	2017	\$2,462		1%	0.0104
13	Kitsap County*	2017	\$1,773		1%	0.0075
14	Whatcom County*	2017	\$2,198		1%	0.0093
15	Seattle-OSE	2015	\$333		0%	0.0014
Total			\$237,269		\$237,269	1.000

* Average for 2 years

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 must commit to a contributing average of \$15,000 each year. Smaller contributions would be grouped in a smaller contribution voting caucus. The City of Redmond's annual membership fee is \$9,742 for 2017 and for 2018. This serves as the bases for City of Redmond's voting in the small caucus as provided for in Section 3 of the MOA.

A City of Redmond Member 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 will participate in a choice of at least one of the following program Advisory Committees:

- Program Standards, Impact, and Reach
- Data and Technology
- Marketing and Branding
- Business Stakeholder
- Sustainable Funding and Membership

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 aggregate metrics to quantify resource savings from businesses. translate business actions into estimated measurable results for Kitsap—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):** Program Administrator will review certain level of business based on business impact fee. The remaining applications will need to be reviewed by the member.

Business Participants in the City of Redmond service area

- **Profile/Checklist:** Businesses get 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 green actions they take.

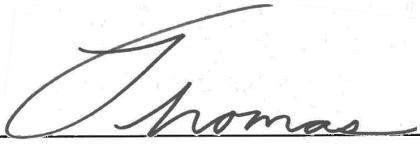
- **Marketing Toolkit:** the EnviroStars Toolkit—a window cling, a recognition certificate, and content such as sample social media posts.
- **Web Recognition:** Business participants who qualify in recognition tier will be included in the customer facing Green Business Directory, accessible via the 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 the EnviroStars Brand Guidelines and is required and agrees to sign and operate under a separate licensing agreement with King County, the form of which is attached to this Addendum as Attachment A. This licensing agreement must be signed by City of Redmond and returned to King County for final execution by no later than ten (10) business days from the effective date of this Addendum.

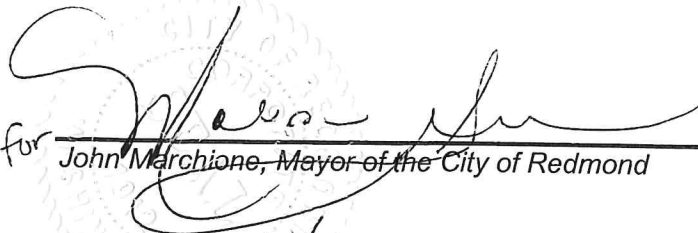
The addition of a new Member through the execution of this Addendum to the original MOA is not under the terms of the MOA deemed to be, nor shall it constitute, an amendment to the MOA. The MOA provides that the Program Administrator is authorized to sign an addendum adding a new Member, provided that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



*Stephanie Thomas, Cascadia Consulting Group, Program Administrator for the EnviroStars
(2016-2018)*

Date June 28, 2017

for 
John Marchione, Mayor of the City of Redmond
Date 6/28/2017