

## Attachment A: Proposed Staff Report Outline

1. Project Overview. Brief overview of project scope and timeline.
2. Purpose. The purpose of the staff report is to update Council on light rail projects in Redmond. No Council action is required.
3. Project Updates
  - a. Overlake (E360): staff will update Council on recent construction activities in Overlake and describe closeout activities and timeline.
  - b. Redmond Technology Station (RTS) Bridge: staff will update Council on recent and upcoming construction activities.
  - c. Downtown Redmond Link Extension (DRLE): staff will describe the construction schedule for DRLE.
  - d. City investments: staff will describe City investments around the four light rail station areas in response to Council questions at the October 22 study session.
4. City Council actions expected in 2021. Staff will review project-related Council actions anticipated in 2021.