

# City of Redmond



## Agenda

Tuesday, March 9, 2021

4:30 PM

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## Committee of the Whole - Planning and Public Works

### Committee Members

*David Carson, Presiding Officer*

*Jeraloe Anderson*

*Steve Fields*

*Jessica Forsythe*

*Varisha Khan*

*Vanessa Kritzer*

*Tanika Kumar Padhye*

**AGENDA**

1. Approve Revised Interlocal Agreement with the City of Kirkland for Willows Road Intertie [CM 21-074](#)  
[Attachment A: Revised Interlocal Agreement \(with redlines\)](#)  
[Attachment B: Vicinity Map](#)  
[Attachment C: Kirkland ILA 1-25-2021 Council Memo](#)  
(Requested by: Public Works) - 5 minutes
2. 2021-22 Go Redmond King County Metro Grant Contract [CM 21-075](#)  
[Attachment A: Background Information](#)  
(Requested by: Planning and Community Development) - 5 minutes
3. Updates to the King County Countywide Planning Policies, including Growth Targets [CM 21-076](#)  
[Attachment A: Presentation](#)  
(Requested by: Planning and Community Development) - 10 minutes
4. Redmond 2050 Quarterly Update - First Quarter 2021 [CM 21-077](#)  
[Attachment A: Community Involvement Summary - 2020 Overview](#)  
(Requested by: Planning and Community Development) - 10 minutes
5. Initial Report on CIP Proviso [CM 21-078](#)  
(Requested by: Finance/Public Works) - 10 minutes
6. 2021 Committee Work Plan [CM 21-079](#)  
[2021 Planning and Public Works Work Plan](#)  
(Requested by: Committee) - 5 minutes



## Memorandum

**Date:** 3/9/2021

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 21-074

**Type:** Committee Memo

**TO:** Committee of the Whole - Planning and Public Works

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Public Works	Dave Juarez	425-556-2733
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**DEPARTMENT STAFF:**

Public Works	Steve Hitch	Interim Engineering Manager
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**TITLE:**

Approve Revised Interlocal Agreement with the City of Kirkland for Willows Road Intertie

**OVERVIEW STATEMENT:**

On January 5, 2021, the City Council approved an Interlocal Agreement with the City of Kirkland for the Willows Road Intertie. This intertie is supported by the Redmond 2011 Water System Plan and is needed to allow the Proctor Willows Development located at the southwest corner of Willows Road and NE 124<sup>th</sup> Street to proceed.

On January 26, 2021, King County identified the property of the Proctor Willows Development as one of four sites that King County is considering for placement of the Northeast Recycling & Transfer Station. The City of Kirkland, in response to that designation, has requested that the previously negotiated interlocal agreement be revised to acknowledge this new information and to provide for termination of the interlocal agreement in the event that the Proctor Willows Development does not go forward as a result of King County's project.

Staff recommends approval of the revised Interlocal Agreement because the City of Kirkland's proposed language is consistent with steps the two cities would likely take in the event that the Proctor Willows development project were cancelled and King County's Northeast Recycling & Transfer Station were to be located at this site.

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

**REQUESTED ACTION:**

☐ **Receive Information**

☐ **Provide Direction**

☒ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**
  - 2011 Water System Plan
  - Willows Road Water Main Extension Capital Improvement Project
- **Required:**

N/A

- **Council Request:**

N/A

- **Other Key Facts:**

N/A

**OUTCOMES:**

Approval of the revised interlocal agreement will facilitate the proposed water system intertie to provide reliable water supply for domestic and fire use, supporting redevelopment of the area and improving system reliability for existing customers in Redmond and Kirkland.

**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:**

N/A

**Approved in current biennial budget:**

☐ Yes

☐ No

☒ N/A

**Budget Offer Number:**

N/A

**Budget Priority:**

Infrastructure

**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
1/5/2021	Business Meeting	Approve

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
3/16/2021	Business Meeting	Approve

**Time Constraints:**

The revised interlocal agreement is proposed for approval by the Kirkland City Council on March 16, 2021. The Proctor Willows Development is requesting permits from the City of Redmond for its project by April 1, 2021.

**ANTICIPATED RESULT IF NOT APPROVED:**

Delay to the Proctor Willows Development. If the interlocal agreement is not ultimately approved, then the Proctor Willows development will proceed with an alternative water main configuration that is more difficult and costly to maintain by the City of Redmond, and the preferred intertie with Kirkland will not occur.

**ATTACHMENTS:**

- A - Revised Interlocal Agreement (with redlines)
- B - Interlocal Agreement Vicinity Map
- C - January 5, 2021 Agenda Memo, Approve Interlocal Agreement with Kirkland for Willows Road Intertie and Authorize Construction of the Willows Road Water main Extension and Additional Connection Charge

**CITY OF REDMOND AND CITY OF KIRKLAND  
INTERLOCAL AGREEMENT FOR WILLOWS ROAD INTERTIE  
FOR THE PROCTOR WILLOWS DEVELOPMENT**

THIS AGREEMENT is made and entered into by and between the City of Kirkland, a Washington municipal corporation (“Kirkland”), and the City of Redmond, a Washington municipal corporation (“Redmond”) for the purposes, hereafter mentioned.

**RECITALS**

A. The cities of Redmond, Kirkland, and the City of Bellevue (“Cities”) entered into an Assumption Agreement whereby the Cities assumed assets, liabilities, and operations of the Rose Hill Water District, a municipal corporation in King County, Washington (“District”).

B. The Cities then entered into an Interlocal Operations and Maintenance Agreement dated October 9, 1997, outlining ownership, operation, and maintenance of the District water system.

C. The Cities assumed ownership and responsibility for the District’s water supply facilities within the Cities’ respective service areas and certain District facilities are jointly owned and operated by the Cities in accordance with the terms of the Assumption Agreement.

D. After the City of Kirkland expanded the city’s corporate boundary in 2011, ownership of a portion of the District facilities was transferred from Redmond to Kirkland through the December 19, 2013 Kingsgate Annexation Agreement Regarding Water Facilities (KAA), in accordance with the terms of the Assumption Agreement.

E. The KAA divided the 285 pressure zone (Zone), a contiguous area, into two interconnected water systems within Kirkland and Redmond. The entirety of the Zone is not jointly owned by the cities. However, the Zone needs to be managed as a single system across jurisdictional boundaries to offer the greatest benefits to the Cities’ customers. The Zone includes several pressure reducing valves (“PRVs”) with some owned, operated, and maintained by Redmond and some owned, operated, and maintained by Kirkland.

F. Proctor Willows is a multi-family mixed-use development (“the Development”) proposed on property located in the northwest corner of Redmond’s corporate boundary and within the Zone. The Development is shown on Exhibit A attached to this Agreement and incorporated herein.

G. A looped water system allows for redundancy and reliability. Design requirements of both cities require such construction. A new intertie in the Zone and between the two cities’ service areas is necessary to facilitate looping and new construction as proposed by the Development. An interconnected system that crosses jurisdictional boundaries requires coordination and cooperation between the cities.

H. The City of Redmond seeks to approve a new intertie at NE 124<sup>th</sup> St and Willows Road NE, to provide redundancy and reliability around the Development. The City of Kirkland supports this new intertie, provided the water main from the intertie is extended south along Willows Road NE to complete the loop by connecting to existing City of Redmond water main.

I. It is anticipated the new intertie may be constructed before the City of Redmond completes the water main extension down Willows Road. The City of Kirkland is concerned about the impact the Development may have on the quality of water and fire flow within the system during the interim between construction of the new intertie and completion of the Willows Rd water main. This concern can be mitigated through modeling of the system as well as cooperation between the cities in operating the PRVs that distribute flow to the Zone and between the two systems.

J. The Development is proposed to be constructed on a site that King County announced on January 26, 2021 is included as one of four sites still being considered for a new recycling and transfer station in northeast King County, known as the Northeast Recycling and Transfer Station. King County expects to make a site selection decision by late 2022. Approval of this agreement by the City of Kirkland does not indicate support or opposition to the site as a potential transfer station location.

## AGREEMENT

NOW, THEREFORE, IN CONSIDERATION OF the terms and conditions set forth below, Redmond and Kirkland agree as follows:

1. **Purpose.** The purpose of this Agreement is to provide for a new intertie between the two cities and to ensure safe and reliable water supply to each.

2. **Willows Road Water Main Intertie.** Kirkland hereby grants Redmond permission to connect a twelve-inch (12") water main, including an intertie tee and control valve, to Kirkland's water main in the intersection of Willows Road and NE 124<sup>th</sup> St ("Willows Road Water Main intertie"). The new intertie tee and control valve will be owned by Kirkland; any piping downstream of the valve will be owned by Redmond. The intertie improvements will include an extension of twelve-inch (12") water main along the Development frontage in Willows Road. All construction shall be accomplished at the Development's sole cost and expense. The Development must obtain any necessary permits from Kirkland to make the connection and must obtain Kirkland's approval of plans for the connection prior to any construction. The Development shall obtain any necessary permits from Redmond to construct frontage improvements in Willows Road.

3. **Willows Road Water Main Extension.** The Willows Road water main extension will connect the Willows Road Water Main intertie with City of Redmond water main south of the Development. Redmond will complete the twelve-inch (12") Willows Road water main extension by December 31, 2026 or within three years of completion of the Willows Road Water Main intertie, whichever is later.

4. **Zone Water Quality.** Prior to issuance of permits authorizing construction of the intertie, Redmond must provide an acceptable water system model. Redmond's water system model will be used to assess "water age" and fire flow as a measure of water quality and availability within the Zone. This modeling will be performed at City of Redmond cost. The model will be used to develop recommended PRV settings within the Zone as the Development constructs each phase and Redmond completes the Willows Road Water Main Extension. Each cities' operations staff will coordinate PRV settings based upon those recommendations. Any change in the demand assumptions will require an updated water system model, to be performed at City of Redmond cost.

5. **Service Area.** Each City shall be the direct provider of water within its service area within the Zone as set forth in the Assumption Agreement and the 1997 and 2013 ILAs. For purposes of this agreement, "service area" means that portion of the cities' incorporated areas that overlays a portion of the previous District area with the Zone. See Exhibit A.

6. **Near-Term Operational Strategy.** Kirkland and Redmond will jointly develop a near-term operational strategy (Strategy) for the Zone by July 1, 2021. The Strategy for the Zone must include but not be limited to:

- Water System Modeling (as described in Paragraph 4)
- PRV settings
- Water quality testing and reporting
- Emergency response

7. **Future discussion about a single Zone operator.** Regardless of the connection granted to the Developer through this agreement between Redmond and Kirkland, the two cities agree to discuss the possibility to transfer the assets, liabilities, and operations of the Zone to one of the cities and, further, to have one of the cities own the responsibilities and obligations to provide for the ongoing operations and maintenance of the Zone. This discussion would occur no earlier than 2-years after the Strategy for the Zone is completed but no later than December 2023. The movement to a single zone operator would be accomplished through an amendment to the 2013 Agreement.

8. **Duration.** This Agreement shall take effect on the date the last party signs the same. Termination may be accomplished only by:

- A. Mutual agreement of Redmond and Kirkland; or
- B. Termination by either party upon material breach of this Agreement by the other, provided, that no such termination may be accomplished unless the terminating party notifies the breaching party of its intent to terminate and provides the breaching party with no less than thirty days to cure the breach and avoid termination.



**9. Property and Financing.** No joint property is being acquired by the parties to this Agreement. Water main in Redmond is Redmond's water main. Water main in Kirkland is Kirkland's water main. Ownership of the intertie and control valve are as stated in Paragraph 2.

**10. Administration.** This Agreement shall be jointly administered by the public works directors of Kirkland and Redmond.

**11. Northeast Recycling and Transfer Station.** In the event that King County selects the Development site for the Northeast Recycling and Transfer Station, the following shall apply:

- A. If the Willows Road Water Main intertie has not yet been constructed or is not yet operational at the time of such selection, the parties are relieved from their respective obligations under this Agreement, except the obligations stated in Section 7.
- B. If the Willows Road Water Main intertie is constructed and operational at the time of such selection, the parties agree to negotiate the timing of the Willows Road water main extension under Section 3.

**12. Notices.** Any notices required by this Agreement shall be given in writing to the parties at the following addresses:

Kirkland:  
Julie Underwood  
Public Works Director  
City of Kirkland  
123 Fifth Avenue  
Kirkland, WA 98033

[pwutilityadmin@kirklandwa.gov](mailto:pwutilityadmin@kirklandwa.gov)

Redmond  
Dave Juarez  
Public Works Director  
City of Redmond  
P.O. Box 97010  
Mail Stop 2NPW  
Redmond, WA 98073-9710  
[djuarez@redmond.gov](mailto:djuarez@redmond.gov)

**13. Severability.** If any section, sentence, clause, or phrase of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity or enforceability of any other section, sentence, clause, or phrase. The parties agree that in the event such invalidity or unenforceability deprives either party of any of the benefits provided herein, as determined by the party who believes they have been so deprived, a replacement provision will be negotiated to restore those benefits.

**14. Entire Agreement.** This Agreement constitutes the final and entire agreement and understanding between the parties concerning the water main intertie supersedes all prior agreements and understandings. This Agreement may be amended only by a written instrument signed by both parties.

CITY OF KIRKLAND

CITY OF REDMOND

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Tracey Dunlap, Deputy City Manager

Dated:\_\_\_\_\_

APPROVED AS TO FORM:  
OFFICE OF THE KIRKLAND CITY  
ATTORNEY:

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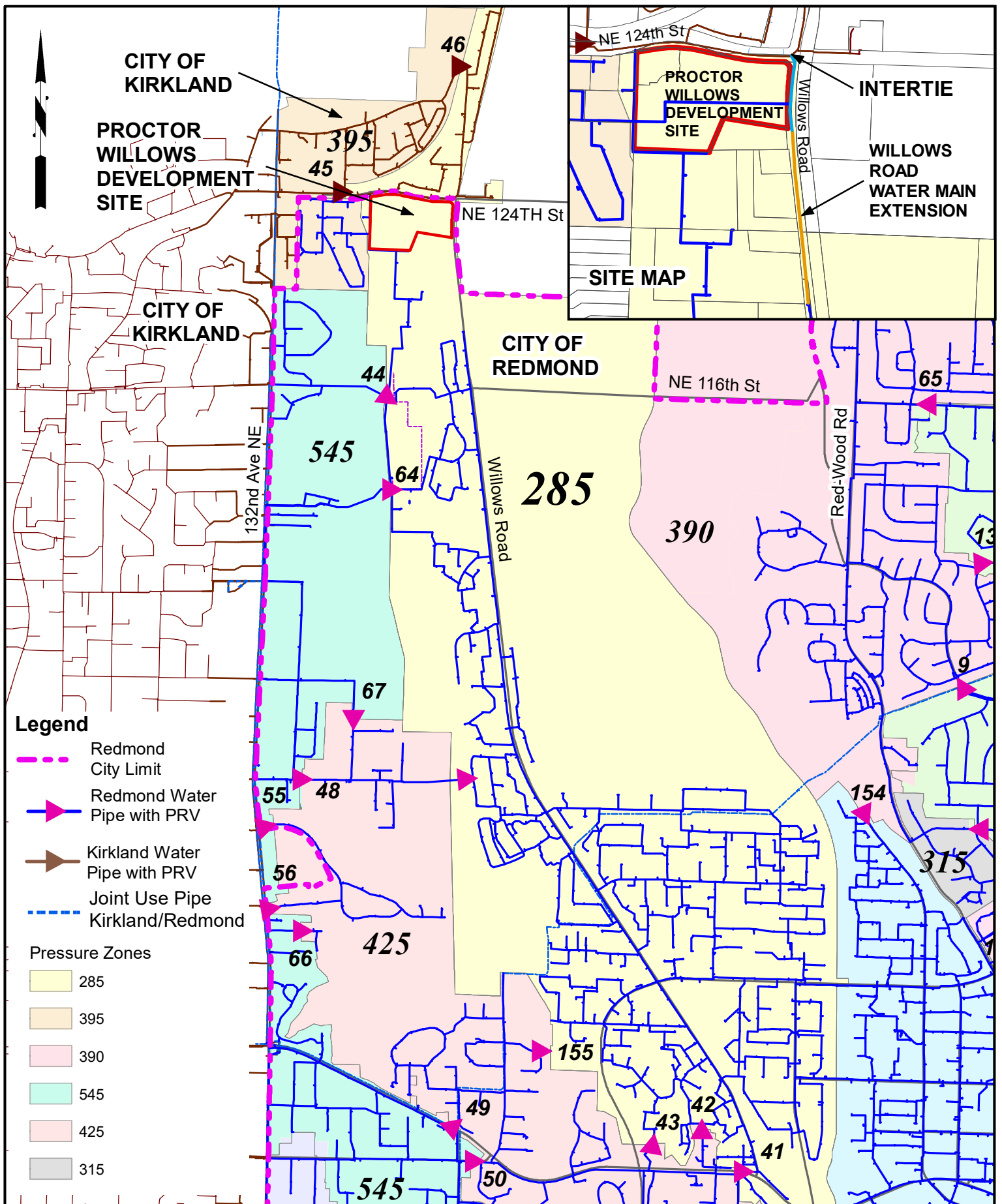
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Angela Birney, Mayor

Dated:\_\_\_\_\_

APPROVED AS TO FORM:  
OFFICE OF THE REDMOND CITY  
ATTORNEY:

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Disclaimer: This map is created and maintained by Water/Wastewater Engineering, of the City of Redmond, Washington, for reference purposes only. The City makes no guarantee as to the accuracy or completeness of the features shown on this map.



## Memorandum

**Date:** 1/5/2021  
**Meeting of:** City Council

**File No.** AM No. 21-009  
**Type:** New Business

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

Public Works	Dave Juarez	425-556-2733
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**DEPARTMENT STAFF:**

Public Works	Steve Hitch	Engineering Supervisor
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**TITLE:**

Approve Interlocal Agreement with the City of Kirkland for Willows Road Intertie, Authorize Construction of the Willows Road Water Main Extension and Additional Connection Charge

1. Resolution No. 1540: A Resolution of the City Council of the City of Redmond, Washington, Establishing the Amount of Additional Connection Charges for the Willows Road Water Main Extension Area

**OVERVIEW STATEMENT:**

The 2011 Water System Plan identified the need to complete water system extensions in unincorporated King County within the Redmond Water Service Area near Willows Road and NE 124<sup>th</sup> Street, to create a reliable and redundant water system to support future development. Kirkland subsequently annexed this area and entered into an agreement regarding the water facilities in 2013, transferring ownership of those facilities to Kirkland.

A development in Redmond adjacent to the City Limits, the Proctor Willows Development, will construct some of the required water system extensions. To provide a reliable and redundant water system that will serve this and other adjacent developments, those improvements are required, along with an intertie with the City of Kirkland. To get approval for that Intertie, Kirkland requires that the water main is extended south along Willows Road to complete the looped system.

The Proctor Willows development is conditioned to complete some of the required improvements including the new Kirkland intertie. It is proposed that Redmond complete the Willows Road Water Main Extension and impose an additional connection charge so that benefiting development properties (including Proctor Willows) reimburse the City for the cost of this new CIP project.

City Council is requested to take two actions:

1. Approve an Interlocal Agreement, substantially in the form presented, with the City of Kirkland to ensure a safe and reliable water supply for both Cities; as the Proctor Willows Development project moves forward by completing a new intertie between the two water systems; and the City of Redmond constructs a water main extension from the south-eastern corner of the Proctor Willows property southerly along Willows Road to the existing City of Redmond water main.
2. Adopt a resolution to authorize construction of the Willows Road Water Main Extension and create an additional connection charge that would reimburse the City of Redmond for the costs of that project by benefiting properties

as they redevelop.

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

**REQUESTED ACTION:**

☐ **Receive Information**      ☐ **Provide Direction**      ☒ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
2011 Water System Plan  
2013 Kingsgate Annexation Agreement Regarding Water Facilities
- **Required:**  
N/A
- **Council Request:**  
N/A
- **Other Key Facts:**  
N/A

**OUTCOMES:**

Approval of the proposed intertie and water main extension will create a water loop to provide reliable water supply for domestic and fire use, supporting redevelopment of the area and improving system reliability for existing customers in Redmond and Kirkland.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
There are three property owners who will benefit from the new water main extension. Proctor Willows Development, Stryker Redmond (Physio Control), and Meydenbauer Group. Each of these owners has been informed of the planned improvements and proposed additional connection charge.
- **Outreach Methods and Results:**  
Email and Telephone
- **Feedback Summary:**  
Each property owner has acknowledged the fees associated with the Additional Connection Charge. The Proctor Willows Development is in Site Plan Entitlement and has consented to paying their share of the additional connection charge. The other two property owners received information about the fees. The Meydenbauer Group inquired about the schedule of the planned improvements and the fee amounts and the Stryker representative inquired about whether the work will impact water pressure, and what the fee amounts will be. Their questions were answered.

**BUDGET IMPACT:**

**Total Cost:**  
\$2,107,245

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

**Budget Offer Number:**  
N/A

**Budget Priority:**  
Infrastructure

**Other budget impacts or additional costs:** ☐ Yes ☒ No ☐ N/A  
**If yes, explain:**  
N/A

**Funding source(s):**  
Water CIP. Reimbursed by Additional Connection Charge

**Budget/Funding Constraints:**  
N/A

☒ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
12/8/2020	Committee of the Whole - Planning and Public Works	Approve

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

The City of Kirkland is prepared to approve the interlocal agreement at their January 19 business meeting if it has been approved by the City of Redmond. The Proctor Willows Site Plan Entitlement includes a condition to pay the additional connection charge and was scheduled for approval in December. The Proctor Willows development cannot make their connection with the City of Kirkland until the interlocal agreement is approved by both cities.

**ANTICIPATED RESULT IF NOT APPROVED:**

The Proctor Willows development will proceed with an alternative water main configuration that is more difficult and costly to maintain by the City of Redmond, and the preferred intertie with Kirkland will not occur.

**ATTACHMENTS:**

Attachment A - Vicinity Map  
Attachment B - Interlocal Agreement  
Attachment C - Resolution for Additional Connection Charge



## Memorandum

**Date:** 3/9/2021

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 21-075

**Type:** Committee Memo

**TO:** Committee of the Whole - Planning and Public Works

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Planning and Community Development	Carol Helland	425-556-2107
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**DEPARTMENT STAFF:**

Planning and Community Development	Sarah Pyle	Community Development and Implementation Manager
Planning and Community Development	LaNaya Myers	TDM Program Administrator

**TITLE:**

2021-22 Go Redmond King County Metro Grant Contract

**OVERVIEW STATEMENT:**

Continuing the successful partnership between the City of Redmond and King County Metro that has been in place since 1999, King County Metro is providing \$242,500 of grant funding that will allow Go Redmond to continue offering coordinated Transportation Demand Management products and services through December 31, 2022.

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

**REQUESTED ACTION:**

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Commute Trip Reduction laws and Transportation Management Program Requirements
- **Required:**  
N/A
- **Council Request:**  
N/A
- **Other Key Facts:**  
The City approved a grant agreement with King County Metro for Transportation Demand Management Services for the 2019-2020 biennium in the amount of \$236,000. An extension of this contract was approved by Council on July 21, 2020 allowing remaining funds to roller over into the new year for continued use through June 30, 2021 in response to impacts of COVID-19 and anticipated grant negotiation delays for the new biennium.

**OUTCOMES:**



The partnership between the City of Redmond and King County began in 1999 to educate and engage Redmond residents, employees, and employers in using alternatives to driving alone through the Go Redmond program. Program services help businesses meet their goals for the Commute Trip Reduction (CTR) law and Transportation Management Programs (TMP), reducing energy consumption, air pollution, and traffic congestion. Go Redmond continues to advance the shared objectives of the City and Metro to reduce drive-alone trips, thereby gaining users of transit, vanpool, carpool, biking, and walking.

In anticipation of light-rail openings, areas of concentrated focus for the next few years will be continuing our incentives, expanded education, and employer grants to Redmond employers; restarting our residential TDM focus with 10-minute neighborhoods, multifamily ORCA programs; and getting Redmond light rail ready. With the support of Metro's funding, Hopelink will continue to implement our TDM in Diverse Communities program and will work to expand the virtual outreach that was started last year on impacts riders have experienced due to COVID-19. Lastly, we will explore new ways to collaborate on pilot interventions around Redmond by looking at shared parking opportunities.

#### **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:**

\$242,500 funded by King County Metro and \$337,500 of City contributions

**Approved in current biennial budget:**

☒ Yes

☐ No

☐ N/A

**Budget Offer Number:**

000343

**Budget Priority:**

Vibrant and Connected Community

**Other budget impacts or additional costs:**

☒ Yes

☐ No

☐ N/A

**If yes, explain:**

\$337,500 in City matching funds

**Funding source(s):**

CIP

**Budget/Funding Constraints:**

This agreement would fund products and services from January 1, 2021 through December 31, 2022.

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
	Item has not been presented to Council	N/A

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

The current King County Metro agreement expires June 30, 2021.

**ANTICIPATED RESULT IF NOT APPROVED:**

If the proposed Interlocal Agreement is not approved, we would not receive \$242,500 in funding from King County Metro. We would be unable to continue our successful partnership with Hopelink which has helped to connect diverse communities to needed mobility options. We also would not be able to offer Redmond employers and all residents Go Redmond programming nor be able to best prepare them for the upcoming opening of light-rail and the return of increased commuters to Redmond.

**ATTACHMENTS:**

Attachment A: Background Information

Go Redmond has been very successful in forming partnerships with local businesses, schools, and residents to provide effective alternatives to single-occupant vehicle use. Below are some examples of accomplishments completed in 2019-2020 as well as some areas of focus going into 2021-22.

**2019-2020 Accomplishments:**

- Pilot ORCA for multifamily: Worked with five downtown apartment buildings. Distributed surveys, educational postcards, and ORCA cards to over 400 tenants.
- Waze Carpooling on Willows Road: Construction mitigation
- Delivery of 233 ORCA cards and vanpool subsidies to new riders that live or work in Redmond.
- Contracted work with Hopelink to provide Transportation Demand Management (TDM) Services to low-income, immigrant, and senior communities in Redmond resulting in over 100 in person transit orientation trainings and over 110 pedestrian visibility kits distributed.
- Expanded partnership with the Greater Redmond Transportation Management Association (GRTMA) to more effectively reach our Redmond employers. The GRTMA has taken on Go Redmond tasks, like running social media platforms, subsidy distribution, and administering employer grants.

**2021-2022 Transportation Demand Management Focus Areas:**

The City of Redmond's TDM Program works to support a multimodal city where residents, visitors, and employers have equitable access to transportation options. Work will be focused in four key areas in 2021-22.

1. Employer TDM: Continuing our successful partnership, the Go Redmond program will continue to support commuters by providing education and training to Employee Transportation Coordinators, transportation program grants, and transportation subsidies for their employees. We plan to emphasize telecommuting grants, subsidies, and education for employers and support their transition back to the workplace post COVID-19, with an emphasis on supporting the essential work force (healthcare, manufacturing, etc).
2. Residential TDM: 80% of all trips are non-commute related and with Redmond's projected growth and urbanization, TDM efforts are needed to reduce drive alone trips, reliance on a personal vehicle, reduce congestion, and improve the health and vitality of our community. Residential TDM will include outreach and pilot programming to multifamily buildings, neighborhood-based outreach, and a school-based program.

3. Equitable TDM: Transportation related costs are the second highest household expense and low-income households are especially burdened by these costs. Certain modes of transportation are seeing a pronounced gender gap or divergent experiences for those using the available options. Men are twice as likely to be bicycle commuters, and women have more pronounced safety concerns in using public transit. By TDM working to address equity issues, we are ensuring all people in Redmond have access to safe transportation options and we are building a more equitable and welcoming city.
4. Pilot Interventions: The TDM Landscape is changing quickly with new technologies and transportation options in micro mobility. By keeping a flexible program structure, the City of Redmond's TDM program can address opportunities as they arise and show proof of concept to new technologies and approaches.



## Memorandum

**Date:** 3/9/2021

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 21-076

**Type:** Committee Memo

**TO:** Committee of the Whole - Planning and Public Works

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Planning and Community Development	Carol Helland	425-556-2107
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**DEPARTMENT STAFF:**

Planning and Community Development	Beverly Mesa-Zendt	Deputy Director
Planning and Community Development	Caroline Chapman	Senior Planner

**TITLE:**

Updates to the King County Countywide Planning Policies, including Growth Targets

**OVERVIEW STATEMENT:**

The purpose of this briefing is to provide information on proposed amendments to the King County Countywide Planning Policies (CPPs), including the growth targets which are included in the CPPs. A Staff Report will be provided to Council on April 6, 2021 and a Study Session is scheduled for April 13, 2021 when representatives from King County will be providing more detailed information on proposed CPP amendments.

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

**REQUESTED ACTION:**

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Redmond Comprehensive Plan and all implementing functional and strategic plans, Redmond Zoning Code, Transportation Master Plan
- **Required:**  
**RCW 36.70A.115** <<http://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.115>> Growth Management Act, Vision 2050 Regional Growth Strategy Policies; King County Countywide Planning Policies
- **Council Request:**  
N/A
- **Other Key Facts:**  
**CPPs.** The Growth Management Act (GMA) requires counties and cities to collaboratively and periodically review and update the Countywide Planning Policies (CPP)  
<<https://www.kingcounty.gov/~media/depts/executive/performance-strategy-budget/regional->
  - Environment,
  - Development Patterns,

- Housing,
- Transportation, and
- Public Facilities and Services.

The primary purpose of the CPPs is to ensure consistency and coordination between the Multicounty Planning Policies contained in VISION 2050 and the comprehensive plans of cities and towns within King County on growth management issues. The King County CPPs, which include local housing and employment growth targets, are expected to be updated in 2021 in accordance with the following timeline.

- **March 2021** Growth Management Planning Council reviews the draft CPP amendments including growth targets and releases the draft for public comments.
- **June 2021** Growth Management Planning Council approves CPP amendments and recommends CPPs to the King County Council for consideration.
- **3Q 2021** King County Council consideration and adoption of CPP amendments
- **4Q 2021** Amendments forwarded to each city and town for ratification.

#### **Growth Targets**

City Staff continues to work with the 11 Core Cities in King County to come to agreement on growth targets which will inform planning for land use, transportation, and capital facilities. Staff will provide an update on the growth target process and outcomes as part of the April 6th Staff Report when more information is available.

#### **OUTCOMES:**

##### **City of Redmond Ratification of the CPPs**

Review and ratification of the CPPs will demonstrate active involvement and participation in the process provided under the Growth Management Act and the CPPs. Updates contemplated as part of Redmond 2050 will be guided and informed by the King County CPPs. Redmond will use these updated growth targets to inform planning for land use, transportation, and capital facilities.

##### **Puget Sound Regional Council (PSRC) Certification**

Certification of comprehensive plans is a requirement for jurisdictions that intend to apply for PSRC funding or proceed with projects submitted into the Regional Transportation Improvement Program. During its certification review, PSRC looks for substantial consistency between a plan's land use growth assumptions and adopted countywide growth targets and certifies the transportation element of the Comprehensive Plan.

#### **COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

The Growth Management Planning Council will release a draft of proposed CPP amendments and will solicit feedback which will be incorporated into the final draft of amendments for review and adoption by GMPC in June.

- **Timeline (previous or planned):**  
**March 2021:** The King County draft growth targets will be available for public comment as part of the proposed CPPs after the GMPC approves the release of the Public Review Draft.
- **Outreach Methods and Results:** Feedback and comments will be invited and then considered in the final draft presented to the GMPC. The GMPC maintains a list of interested parties to whom the draft CPPs will be distributed. The GMPC maintains a list of interested parties to whom the draft CPPs will be distributed. GMPC staff will host public meetings to reach out to stakeholder groups and interested members of the public.

- **Feedback Summary:**

Staff will apprise the Council of public input and resulting changes to the drafts as we become aware of them.

**BUDGET IMPACT:**

**Total Cost:**

Comprehensive planning is a component of the Planning and Community Development work program that is conducted by staff in the Long-Range Planning Division.

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

**Budget Offer Number:**

000250 (Community and Economic Development)

**Budget Priority:**

Vibrant and Connected

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

***If yes, explain:***

Growth targets will have budgetary impacts associated with comprehensive plan updates, functional plan updates, and zoning implementation. City contracts associated with the Redmond 2050 periodic review include review and incorporation of growth targets and related updates as part of that scope of work.

**Funding source(s):**

General Fund

**Budget/Funding Constraints:**

N/A

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
6/16/2020	Business Meeting	Receive Information
1/19/2021	Business Meeting	Provide Direction
1/12/2021	Committee of the Whole - Planning and Public Works	Receive Information

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
4/6/2021	Business Meeting	Receive Information
4/13/2021	Study Session	Receive Information

**Time Constraints:**

Amendments must be ratified within 90 days of King County approval and require affirmation by the county and cities and towns representing at least 70 percent of the county population and 30 percent of those jurisdictions.

**ANTICIPATED RESULT IF NOT APPROVED:**

Staff is not seeking approval at this time.

**ATTACHMENTS:**

Attachment A - King County CPP Presentation 1/28/21



# KING COUNTY COUNTYWIDE PLANNING POLICIES 1/28/21

PRESENTATION FOR THE KING COUNTY PLANNING DIRECTORS

# GMPC SCHEDULE 2021

January 27

- Work Session
- Concepts of the draft chapters
- Breakout rooms to facilitate discussion

February 24

- Feedback from work session
- Review and initial comments on proposed policy changes

March 31

- Review of proposed Public Review Draft including growth targets
- Direction for the release of the Public Review Draft

# GMPC SCHEDULE 2021

April/May

- Public comment period
- Review with jurisdictions

May 26

- Recap of public comment received
- Consideration of amendments

June 23

- Further consideration of amendments
- Final action on the 2021 CPP Update

# 2021 CPP UPDATE APPROVAL SCHEDULE



# ENVIRONMENT KEY THEMES

- Emphasize climate change by adding a new subsection.
- Update the greenhouse gas reduction goals to correspond to the goals set by the King County-Cities Climate Collaboration (K4C).
- Protect and restore natural resources that sequester and store carbon.
- Address fossil fuel facilities to protect public health, safety, and welfare; and to protect the natural ecosystem to reduce climate change.
- Address environmental justice issues across several policies including access to a healthy environment, community resilience, and reduction of pollution.
- Provide parks, trails, and open space within walking distance of urban residents prioritizing underserved communities.
- Call for the use of best available science when establishing and implementing environmental standards.

# ECONOMY KEY THEMES

- Support the Regional Economic Strategy.
- Support advanced manufacturing throughout the county.
- Foster a supportive environment for locally owned and women and minority owned businesses.
- Reduce historic and ongoing disparities in income and employment opportunities for communities that have been economically disadvantaged.
- Call for the development of a system that provides a safety net during economic downturns.
- Prioritize a diversity of middle-wage jobs.
- Encourage the public and private sectors to incorporate environmental stewardship and social responsibility into their practices.

# DEVELOPMENT PATTERNS KEY THEMES

- Integrate social equity and public health into local and countywide planning.
- Codify growth target and urban growth capacity report processes.
- Address four-to-one program provisions.
- Establish a Centers Designation Framework consistent with the PSRC regional framework
- Ensure better understanding of past housing and land use practices that have led to inequities by race and ethnicity.
- Develop new growth targets with a planning horizon to 2044, and link growth targets to land use assumptions in comprehensive plans.
- Strengthen city-county collaboration around annexation area planning. Clarify the process for reassigning potential annexation areas.
- Recognize the role of Cities in the Rural Area consistent with the King County Comprehensive Plan.

# HOUSING KEY THEMES

- Align with existing plans including VISION 2050 and the Regional Affordable Housing Task Force Final Report and Recommendations.
- Redefine Countywide Need as the number of homes needed today and, in the future, to ensure that no low-income household is cost burdened.
- Guide cities and the county through a four-step continuous improvement process to meet the countywide need
- Establish regular monitoring of regional and jurisdictional progress through the Affordable Housing Dashboard and leverage new centralized data infrastructure created by King County staff that support the AHC.



## HOUSING KEY THEMES, CONT'D.

- The CPP policy amendments are structured to achieve health and equity outcomes with five key equity objectives:
  - Equitable processes and outcomes;
  - Increased housing supply, particularly for households with the greatest needs;
  - Expanded housing options and increased affordability accessible to transit and employment;
  - Expanded housing and neighborhood choice for all residents; and
  - Housing stability, healthy homes, and healthy communities.

# TRANSPORTATION KEY THEMES

- Emphasize creating an equitable transportation system.
- Improve the safety of the system for all users.
- Encourage alternatives to driving along including transit and active transportation.
- Minimize displacement and impact on affected communities.
- Strengthen connections between land use and transportation.
- Promote a sustainable system by encouraging transit use, active transportation and alternative fuels.

# PUBLIC FACILITIES + SERVICES KEY THEMES

- Address impacts of climate change on fisheries and water reuse and reclamation.
- Make investments in renewable and alternative energy sources.
- Make the provision of telecommunication infrastructure a focus on broadband service to businesses and households of all income levels.
- Commit specific RCW acknowledgement and requirements for district-jurisdiction review meetings with reports to the GMPC to school siting policy.
- Establish a process for public capital facilities of regional or statewide importance to incorporate equity in determining impacts and benefits.
- Prioritize investments for affordable and equitable access to public services in this chapter.
- Consider climate change, economic and health impacts when siting and building essential public facilities.
- Establish a new Public Facility and Service Disaster Preparedness topic area

## NEXT STEPS

- IJT Staff will review notes taken during the 1/27 GMPC Work Session and consider any public comment received to-date
- IJT Staff will revise draft policies and update the matrix of policies by chapter
- Updated policies will be presented to the GMPC on February 24<sup>th</sup> for review and comment

# URBAN GROWTH CAPACITY REPORT UPDATE

# URBAN GROWTH CAPACITY REPORT - STATUS

- Finalizing market factor guidance
  - Discounts capacity, accounting for non-development over the planning period
- Updated employment density guidance complete
  - Square Feet/Job assumption recommendations
- Developing reporting tools and guidance to calculate final capacity
- Calculating final capacity through February

# URBAN GROWTH CAPACITY REPORT – UPDATED ASSUMPTIONS

- Market factor
  - New approach looks at what has developed in cities in the last 5 and 20 years, compared to land residential and non-residential land supply to create low/medium/high market segments
  - Categorizes cities by Regional Geography, and market segments by product type (e.g., low-density residential, multifamily, industrial)
  - Recommended ranges for each jurisdiction
- Employment Density
  - Analyzed 2006 and 2019 jobs and non-residential development Updated square feet/job recommendations
  - Recommendations provided by sub-area

# URBAN GROWTH CAPACITY REPORT – CALCULATING FINAL CAPACITY

- With updated market factor guidance and employment density assumptions, we have all we need to calculate final capacity
- Phase 4 of data collection will kick off in early February to facilitate calculating capacity
  - Reporting tables are being designed to calculate automatically
  - KC staff will set up one-on-one appointments with city staff to facilitate reporting
- Capacity results essential to the draft UGC report in late March



# FOR MORE INFORMATION GMPC WEBSITE

The King County Interjurisdictional Team

Facilitator: Karen Wolf, FAICP: [karen.wolf@kingcounty.gov](mailto:karen.wolf@kingcounty.gov)

Growth Targets Lead: Rebeccah Maskin, AICP: [rmaskin@kingcounty.gov](mailto:rmaskin@kingcounty.gov)



## Memorandum

**Date:** 3/9/2021

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 21-077

**Type:** Committee Memo

**TO:** Committee of the Whole - Planning and Public Works

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Planning and Community Development	Carol Helland	425-556-2107
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**DEPARTMENT STAFF:**

Planning and Community Development	Beverly Mesa-Zendt	Deputy Director
Planning and Community Development	Jeff Churchill	Long Range Planning Manager
Planning and Community Development	Beckye Frey	Principal Planner
Planning and Community Development	Caroline Chapman	Senior Planner

**TITLE:**

Redmond 2050 Quarterly Update - First Quarter 2021

**OVERVIEW STATEMENT:**

Staff will provide a quarterly update on the Redmond 2050 Periodic Review of the Comprehensive Plan at the City Council's March 16, 2021 business meeting. Topics to be covered in the staff report include:

- Community Involvement Summary for 2020, and
- Existing Conditions Report.

At the Council's March 23 study session, staff will ask Council, *"What is missing?"* from the set of policy considerations in the draft Existing Conditions Report, delivered to Council on February 9. After receiving Council input staff will finalize the reports and begin to develop draft updates to Comprehensive Plan elements.

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

**REQUESTED ACTION:**

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Redmond Comprehensive Plan, Redmond Transportation Master Plan, implementing functional and strategic plans, and Redmond Zoning Code.
- **Required:**  
The Growth Management Act requires that Washington cities and counties periodically review and, if needed,

revise their comprehensive plans and development regulations every eight years. For King County cities the periodic review must be completed by June 30, 2024, per WAC 365-196-610.

- **Council Request:**

The City Council requested quarterly reports on project milestones, staff progress, and public involvement.

- **Other Key Facts:**

#### First and Second Quarter Activities and Initiatives

First Quarter Activities	Second Quarter Activities
<ul style="list-style-type: none"> <li>• Completion of the Existing Conditions Report draft 1.0</li> <li>• Outreach to small- and minority-owned businesses</li> <li>• Monthly Community Advisory Committee (CAC) meetings</li> <li>• Monthly Planning Commission briefings</li> <li>• Future population and employment growth modeling</li> <li>• Public input on the form of growth</li> <li>• Public input on Redmond 2050 themes</li> <li>• Overlake Neighborhood Plan update kick-off</li> <li>• Completion of the base-year travel demand model</li> <li>• Selection of travel demand modeling consultant</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of Existing Conditions Report</li> <li>• Monthly CAC meetings</li> <li>• Monthly Planning Commission meetings</li> <li>• Sharing population and employment growth model outputs</li> <li>• Continued public input on Redmond 2050 themes</li> <li>• Public input on growth alternatives</li> <li>• Technical Advisory Committee kick-off</li> <li>• Stakeholder outreach for Overlake Plan update</li> <li>• Developing policy options and alternatives for Phase 1 elements</li> <li>• Integration of Climate Vulnerability Assessment</li> <li>• Begin drafting updated Phase 1 elements</li> <li>• Council authorization of travel demand modeling contract</li> </ul>

#### OUTCOMES:

Completion of periodic review of the Comprehensive Plan, Redmond 2050, on schedule with state mandated deadlines will result in compliance with Growth Management Act requirements. Additionally, first and second quarter work, identified here, will contribute greatly to ensuring updates to the Comprehensive Plan reflect the community's vision for the future of Redmond.

#### COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

Previous (Q1 2021)

- Form of Growth questionnaire: design principles
- Form of Growth questionnaire: look and feel
- Themes discussion board
- Small and minority-owned business focus group
- Community stakeholder interviews

Planned (Q2 2021) - methods to be determined

- Themes (continued)
- Growth alternatives
- Overlake Plan update needs
- Policy options and alternatives

- **Outreach Methods and Results:**

Outreach methods have included or will include:

- Press release
- Social media

Date: 3/9/2021

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 21-077

Type: Committee Memo

- Posters & yard signs
- Emails to City eNews, Redmond2050, and Parks & Recreation lists
- Emails to partner organizations
- Virtual Lobby (3D & alternative versions)
- Community Advisory Committee input
- Technical Advisory Committee input
- Community and small group workshops
- **Feedback Summary:**  
See Attachment A for a retrospective of 2020 community outreach that focuses on what staff learned about who has participated to-date, and how staff are adjusting outreach methods to reach those who are underrepresented among participants. Summaries of specific engagement activities can be found online at [Redmond.gov/1495/Engagement-Summaries](http://www.redmond.gov/1495/Engagement-Summaries) <<http://www.redmond.gov/1495/Engagement-Summaries>>.

**BUDGET IMPACT:**

**Total Cost:**

\$4,535,222 is the total appropriation to the Community and Economic Development offer and is where most staff expenses related to Redmond 2050 are budgeted. A portion of this budget offer is for consultant contracts that the Council authorized with IBI Group for visioning (\$190,000) and BERK for State Environmental Policy Act analysis (\$290,000).

Approved in current biennial budget:

☒ Yes

☐ No

☐ N/A

**Budget Offer Number:**

000250 (Community and Economic Development)

**Budget Priority:**

Vibrant and Connected

Other budget impacts or additional costs:

☐ Yes

☒ No

☐ N/A

*If yes, explain:*

N/A

**Funding source(s):**

General Fund

**Budget/Funding Constraints:**

N/A

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
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**Date:** 3/9/2021

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 21-077

**Type:** Committee Memo

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10/6/2020	Business Meeting	Approve
11/17/2020	Business Meeting	Receive Information

**Proposed Upcoming Contact(s)**

<b>Date</b>	<b>Meeting</b>	<b>Requested Action</b>
3/16/2021	Business Meeting	Receive Information
3/23/2021	Study Session	Provide Direction

**Time Constraints:**

All Phase I and Phase II updates to the Comprehensive Plan must be completed no later than June 30, 2024.

**ANTICIPATED RESULT IF NOT APPROVED:**

Staff is not requesting action at this time.

**ATTACHMENTS:**

Attachment A: Community Involvement Summary | 2020 Overview

## Attachment A: Community Involvement Summary | 2020 Overview

In December of 2020, Planning staff reviewed the community involvement that had occurred to-date to review and learn where to add additional focus or make changes. This memo summarizes what staff learned from 2020 engagement activities and how staff have responded to what we learned. Staff will repeat the review and analysis quarterly.

### 2020 Community Involvement Opportunities

The Redmond 2050 project kicked-off officially in October 2020 after the Council adopted the Scope and Community Involvement Plan at its October 6<sup>th</sup> meeting. The Virtual Lobby and the alternative lobby went live the next week, and several engagement efforts were conducted that fall.

Due to limitations from COVID that impacted our ability to have in-person events, the outreach relied heavily on social media, with press releases, email, and connecting with partner organizations to supplement. Participation started gradually, but quickly picked up after the election. By the end of the year, the email subscription list for Redmond 2050 was 500 subscribers. There were over 2000 visits made to the Redmond 2050 web site, 2500 visits to the virtual lobby, and over 1200 visits to the Let's Connect Redmond 2050 page.

2020 involvement opportunities included:

- |  |                     |
|--|---------------------|
| • November 18 <sup>th</sup> Community Workshop       | over 60 attendees   |
| • Gains & Pains Round One & Round Two questionnaires | 175 responses       |
| • Favorite Places mapping tool                       | 15 entries          |
| • TMP Round one questionnaire                        | 108 responses       |
| • TMP project idea mapping tool                      | 107 ideas submitted |
| • SEPA Scoping Questionnaire                         | 90 responses        |

Summaries have been posted online at [www.Redmond.gov/1495/Engagement-Summaries](http://www.Redmond.gov/1495/Engagement-Summaries). This memo will not re-state the summary input for these activities, but instead focuses on staff's analysis of participants and what we have done in response to this first round of adaptive management review of our participation activities to-date.

### Participant Overview

Where demographic information was collected, staff analyzed the information to determine who was participating and who was not and used that information to design opportunities and make additional community connections for 2021. Not all events and activities collected this information, so staff have reviewed for major trends and areas that need additional focus and potentially specialized outreach.<sup>1</sup>

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<sup>1</sup> The TMP questionnaire and the mapping tools did not collect demographic information. The November workshop had some technical challenges and user unfamiliarity with Zoom led to only half of participants responding to the pop-up demographics tool. In all activities there were some participants who chose not to provide demographic information. Demographic information was simplified for the live workshop and therefore is not directly comparable to the questionnaires (where consistent questions were utilized).

Please note that due to the variability in the data collection, and that responses were voluntary and not always provided, statements in this memo should be considered generalizations for information and learning purposes only.

## Participant Demographics

### Gender

Participation in early events was more prevalent for females than males (typically in the 60% range), though there was some variation by topic and the community workshop participation was majority male (56%). Participation by transgender/other or those that prefer not to answer has varied from three to nine percent.

### Age

The age cohorts most active in the Redmond 2050 project have been Millennials and Generation X, with the exception that the live event attendance was Generation X and late Baby Boomers. Millennials have been consistently in the 30 to 40 percent of total responses to questionnaires, with Gen X participation in the 40 to 50 percent range. Generation Z is almost absent from the conversation so far, though events in 2021 have seen an up-tick in those numbers.

Live events have an older age profile while activities available over time capture a broader age profile.

### Race/Ethnicity

Responses to online activity has been inclusive, but not yet to the levels that meet our participation goals. While the citywide demographics show a community that is 56% white/Caucasian, the participation has been 53 to 68 percent white/Caucasian. The African American/Black, Arab, and Multi-racial groups are closely matching our community profile but the Asian American/Pacific Islander and Latinx groups are under-represented in online activities to date, with our Latinx participation fairly consistently at three to four percent (verses seven percent citywide) and Asian American/Pacific Islander typically around 15 percent (verses 35 percent citywide).

## Other Analytics Evaluated

Staff have also reviewed traffic and engagement rates to evaluate the effectiveness of different delivery methods. Based on this review we shifted from general awareness messaging to specific calls to action. We have seen an increase in action taken on messaging that is very pointed and leads directly to a questionnaire or other input method over messaging that directs people to the Virtual Lobby or web site as a general resource.

Our Redmond 2050 newsletter analytics show a steady increase in subscribers (over 600). We are looking at ways to increase the subscriptions for our newsletter, but we have been reviewing open and action rates for each newsletter sent and have been making some adjustments based on that review.

- We have adjusted subject lines in our newsletter to see what type of subject line has the best open rates.
- We have shifted links to be directly into questionnaires instead of to the web site or lobby (similar to our social media shift).

- We have resent newsletters with critical deadline information to individuals who did not open the last newsletter, to help capture their attention before an opportunity closes.

Staff will continue to evaluate the effectiveness of each of our outreach methods and make adjustments where needed throughout the project to ensure that we reach as many people as possible.

## Steps to broaden participation

- Staff tested Facebook ads to target groups that have had lower response rates. The ads did generate responses, so we will continue to utilize them to broaden our reach. Staff will continue to use targeted social media ads to ensure broader awareness of opportunities and capture broader demographic group participation in activities. We will be evaluating the potential for ads in ethnic news sources.
- Staff convened focus groups<sup>2</sup> with businesses and representatives of our Black, Indigenous, People of Color (BIPOC) community to ensure that we are capturing voices that are not generally heard in planning projects and that have been under-represented in other activities we've conducted.
- Staff have built additional relationships within our community to help spread awareness of the project to those that are not typically tuned into City media outreach (commuters, BIPOC, etc.).
- Staff have erected additional lawn signs and will be putting up posters in additional areas to capture the attention of people where they are.
- Staff are reaching out to property managers to connect more with renters.
- Staff are assembling stakeholder groups that will be held throughout 2021.

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<sup>2</sup> Staff did not ask focus group participants to complete a demographic survey, but the invitations were sent to business, social organizations, and service providers that primarily serve or represent our BIPOC community members. This greatly increased our participation from those groups but will be difficult to represent in our demographic overview since staff do not have direct responses to demographic questions for each participant.





## Memorandum

**Date:** 3/9/2021

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 21-078

**Type:** Committee Memo

**TO:** Committee of the Whole - Planning and Public Works

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Finance	Kelley Cochran	425-556-2748
Public Works	Dave Juarez	425-556-2733

**DEPARTMENT STAFF:**

Public Works	Jon Spangler	Construction Division Manager
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**TITLE:**

Initial Report on CIP Proviso

**OVERVIEW STATEMENT:**

Per the CIP Proviso that was approved with the 2021-2022 budget, an initial report is required as follows:

***Initial Report** to be provided to Council on or before March 31st, 2021 will provide a summary description of the progress through March 1st, 2021, and includes the status, evaluations and expected recommendations from work completed in 2020, of changes and anticipated improvements to the CIP budgeting and monitoring process. This report will also include an outline and schedule of how changes and associated improvements to the CIP process will be implemented in the form of a budget revision prior to December 31st, 2021. Council shall determine acceptance by motion during a regularly scheduled council business meeting within two scheduled business meetings after receipt.*

Presentation and report will provide a high-level overview of data gathered to date. Elements include financial and capital delivery definitions, project and program planning standards, overview of current risk analysis process, discussion of the capital investment strategy and equity issues. Finance will provide an update on discussions with the state auditor's office. Staff will request clarification on specific Proviso elements and on the potential for project adjustments while the proviso process is progressing.

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

**REQUESTED ACTION:**

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
N/A
- **Required:**  
N/A
- **Council Request:**

CIP Proviso from 2021-2022 budget

- **Other Key Facts:**  
N/A

**OUTCOMES:**

Update the Council on progress, receive clarification on specific proviso elements

**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:**  
N/A

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

**Budget Offer Number:**  
N/A

**Budget Priority:**  
N/A

**Other budget impacts or additional costs:** ☐ Yes ☐ No ☒ N/A  
*If yes, explain:*  
N/A

**Funding source(s):**  
N/A

**Budget/Funding Constraints:**  
Initial Proviso Report deadline is 3/31/21

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
3/26/2021	Study Session	Provide Direction

**Time Constraints:**

Initial Proviso Report deadline is 3/31/21

**ANTICIPATED RESULT IF NOT APPROVED:**

Council could restrict funding

**ATTACHMENTS:**

Attachment A: Request for clarification on specific Proviso elements - not yet attached



# City of Redmond

15670 NE 85th Street  
Redmond, WA

## Memorandum

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**Date:** 3/9/2021

**Meeting of:** Committee of the Whole - Planning and Public Works

**File No.** CM 21-079

**Type:** Committee Memo

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2021 Committee Work Plan

**First Quarter**

Sound Transit Light Rail  
King County METRO Transit  
First Mile Last Mile Mobility Connections  
Housing Action Plan  
Redmond 2050  
Transportation Master Plan  
Long Term Recovery Plan Update  
Capital Improvement Program Update  
Authorization of Professional Services Contracts

**Second Quarter**

Sound Transit Light Rail  
King County METRO Transit  
First Mile Last Mile Mobility Connections  
Redmond 2050  
Transportation Master Plan  
Long Term Recovery Plan Update  
Capital Improvement Program Update  
Redmond Zoning Code Amendments  
Private Development Half Yearly Update  
2020-21 Annual Comp Plan Amendments  
King County Growth Targets  
Countywide Planning Policies Review  
NE Regional Transfer Station  
Authorization of Professional Services Contracts  
Planning Commission Joint Meeting

**Third Quarter**

Sound Transit Light Rail  
King County METRO Transit  
First Mile Last Mile Mobility Connections  
Redmond 2050  
Transportation Master Plan  
Long Term Recovery Plan Update  
Capital Improvement Program Update  
Redmond Zoning Code Amendments  
2020-21 Annual Comp Plan Amendments  
2021-2022 Annual Docket  
Development Fees (Impact and Permit Fees)  
Authorization of Professional Services Contracts

**Fourth Quarter**

Sound Transit Light Rail  
King County METRO Transit  
First Mile Last Mile Mobility Connections  
Redmond 2050  
Transportation Master Plan  
Long Term Recovery Plan Update  
Capital Improvement Program Update  
Private Development Half Yearly Update  
Ratification of Countywide Planning Policies  
Redmond Zoning Code Amendments  
Utilities Strategic Plan  
Authorization of Professional Services Contracts

**Schedule To be Determined**

- Facilities Evaluation Report
- Tourism Event Grants
- North South Corridor Study
- Sidewalk Access and Management
- OneRedmond Annual Report
- KC Lake Hills Project Interagency Ag
- Sound Transit - Transit Oriented Dev