

# City of Redmond



## Agenda

### Business Meeting

**Tuesday, November 16, 2021**

**7:00 PM**

**City Hall: 15670 NE 85th Street; Remote: Facebook (@CityofRedmond),  
Redmond.gov/rctlive, Comcast Ch. 21, Ziply Ch. 34, or 510-335-7371**

## City Council

*Mayor*

*Angela Birney*

*Councilmembers*

*Tanika Kumar Padhye, President*

*Jeralee Anderson, Vice-President*

*David Carson*

*Steve Fields*

*Jessica Forsythe*

*Varisha Khan*

*Vanessa Kritzer*

## REDMOND CITY COUNCIL

### AGENDA SECTION TITLE REFERENCE GUIDE

**Items From The Audience** provides an opportunity for citizens to address the Council regarding any issue. Speakers must sign their intention to speak on a sheet located at the entrance of the Council Chamber, and limit comments to **four minutes**.

The **Consent Agenda** consists of routine items for which a staff recommendation has been prepared, and which do not require further Council discussion. A council member may ask questions about an item before the vote is taken, or request that an item be removed from the Consent Agenda and placed on the regular agenda for more detailed discussion. A single vote is taken to approve all items remaining on the Consent Agenda.

**Public Hearings** are held to receive public comment on important issues and/or issues requiring a public hearing by State statute. Citizens wishing to comment will follow the same procedure as for 'Items from the Audience', and may speak after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment. The Council then proceeds with its deliberation and decision making.

**Staff Reports** are made to the Council by the department directors on issues of interest to the Council which do not require Council action.

The **Ombudsperson Report** is made by the Councilmember who is serving as ombudsperson. The ombudsperson designation rotates among Council members on a monthly basis. She/he is charged with assisting citizens to resolve problems with City services. Citizens may reach the ombudsperson by calling the Mayor's office at (425) 556-2101.

The **Council Committees** are created to advise the Council as a whole. They consider, review, and make recommendations to the Council on policy matters in their work programs, as well as issues referred to them by the Council.

**Unfinished Business** consists of business or subjects returning to the Council for additional discussion or resolution.

**New Business** consists of subjects which have not previously been considered by Council and which may require discussion and action.

**Ordinances** are legislative acts or local laws. They are the most permanent and binding form of Council action and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after they are published in the City's official newspaper.

**Resolutions** are adopted to express Council policy or to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

**Quasi-Judicial** proceedings are either closed record hearings (each side receiving ten minutes maximum to speak) or public hearings (each speaker allotted four minutes each to speak). Proceedings are those in which the City Council determines the rights or privileges of specific parties (Council Rules of Procedure, Section IV., J).

**Executive Sessions** - all regular and special meetings of the City Council are open to the public except for executive sessions at which subjects such as national security, property acquisition, contract bid negotiations, personnel issues and litigation are discussed.

**Redmond City Council Agendas, Meeting Notices, and Minutes are available on the City's Web Site:**

<http://www.redmond.gov/CouncilMeetings>

**FOR ASSISTANCE AT COUNCIL MEETINGS FOR THE HEARING OR VISUALLY IMPAIRED:**

Please contact the City Clerk's office at (425) 556-2194 one week in advance of the meeting.

**PLEASE NOTE: Masks are required for in person attendance at the meeting regardless of vaccination status.**

**I. SPECIAL ORDERS OF THE DAY**

**II. ITEMS FROM THE AUDIENCE**

*In person public comment: Please use the speaker sign up sheet provided at City Hall at the time of the meeting. Masks are required for in person attendance regardless of vaccination status.*

*Remote public comment: Please contact the Clerk's Office (cityclerk@redmond.gov) by 3 p.m. on the day of the meeting with written comment (500 word limit - please label your comment as "Items from the Audience") or by providing your name and phone number for comment over the phone.*

**III. CONSENT AGENDA**

**A. Consent Agenda**

1. Approval of the Minutes: November 1, 2021, Special Meeting (Digital recordings of Regular City Council meetings are available for purchase by contacting the City Clerk's Office, and on-demand videos are available online.)

[Special Meeting Minutes for November 1, 2021](#)

2. Approval of Payroll/Direct Deposit and Claims Checks

[Council Payroll Check Register, October 29, 2021](#)

[Payroll Check Approval Register, November 10, 2021](#)

[Check Approval Register, November 16, 2021](#)

3. [AM No. 21-170](#) Adoption of an Ordinance and Approval of an Amendment to the Council Rules of Procedure for the Committees of the Whole Restructuring

a. Ordinance No. 3070: An Ordinance of the City of Redmond, Washington, Revising Redmond Municipal Code (RMC) 2.32.020 Council Committee of the Whole Function and Purpose and Establishing an Effective Date  
(Executive)

[Attachment A: Ordinance Revising Redmond Municipal Code 2.32.020](#)

[Attachment B: Council Rules of Procedure Amendment](#)

**Legislative History**

10/12/21	City Council	referred to the Committee of the Whole - Finance, Administration, and Communications
10/26/21	Committee of the Whole - Finance, Administration, and Communications	referred to the City Council

4. [AM No. 21-171](#) Approval to Purchase Wildland Firefighting Personal Protective Equipment in the Amount of \$150,000  
(Fire)

[Attachment A: Wildland PPE Background](#)

**Legislative History**

10/19/21	Committee of the Whole - Public Safety	referred to the City Council
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5. [AM No. 21-172](#) Adoption of the City of Redmond 2022 State Legislative Agenda  
(Executive)

[Attachment A: City of Redmond 2022 State Legislative Agenda](#)

[Attachment B: City of Redmond 2022 State Legislative Agenda, Track Changes from October 12, 2021, Study Session](#)

[Attachment C: City of Redmond Study Session Materials, October 12, 2021](#)

[Attachment D: SR 520 and 148th Avenue NE Pedestrian Bicycle Overpass Flyer \(revised October 2021\)](#)

**Legislative History**

10/12/21

City Council

referred to the City Council

**B. Items Removed from the Consent Agenda**

**IV. HEARINGS AND REPORTS**

**A. Public Hearings**

**B. Reports**

**1. Staff Reports**

- a. [AM No. 21-173](#) Redmond 2050 Quarterly Update - Fourth Quarter 2021  
(Planning)

[Attachment A: Redmond 2050 Overview](#)

[Attachment B: Overlake Options and Alternatives](#)

[Attachment C: PARCC Existing Conditions Draft 1.0](#)

[Attachment D: PARCC Policy Considerations Initial Input](#)

[Attachment E: Community Involvement Summary](#)

[Attachment F: Presentation Slides](#)

- b. [AM No. 21-174](#) East Link Transit Restructure - Staff Report on Metro/Sound Transit Proposed Network  
(Planning)

[Attachment A: Presentation](#)

[Attachment B: Overview of East Link Connections](#)

**Legislative History**

11/9/21 Committee of the Whole - referred to the City Council  
Planning and Public Works

- c. [AM No. 21-175](#) 2021 Third Quarter Financial Report  
(Finance)

[Attachment A: 2021 Third Quarter Financial Report](#)

2. **Ombudsperson Report**  
*Khan*

3. **Committee Reports**

V. **UNFINISHED BUSINESS**

VI. **NEW BUSINESS**

VII. **EXECUTIVE SESSION**

VIII. **ADJOURNMENT**



# City of Redmond

15670 NE 85th Street  
Redmond, WA

## Memorandum

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**Date:** 11/16/2021  
**Meeting of:** City Council

**File No.** SPC 21-102  
**Type:** Minutes

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Approval of the Minutes: November 1, 2021, Special Meeting (Digital recordings of Regular City Council meetings are available for purchase by contacting the City Clerk's Office, and on-demand videos are available online.)

## **CALL TO ORDER AND ESTABLISHMENT OF QUORUM**

A Special Meeting of the Redmond City Council was called to order by Mayor Angela Birney at 7:00 p.m. The meeting was held in-person and remotely. Council members present and establishing a quorum were: Anderson, Carson, Fields, Forsythe, Khan, Kritzer and Padhye.

MOTION: Councilmember Padhye moved to remove AM No. 21-167: Temporary Construction Dewatering (TCD) Staff Report. The motion was seconded by Councilmember Carson.

VOTE: The motion passed (7-0).

## **ITEMS FROM THE AUDIENCE**

Mayor Birney opened Items from the Audience at this time.

The following persons commented regarding concerns with the Silver Cloud Inn as homeless housing: George Bullock; Erik Kjerland; Svitlana Kireeva; Eugene Borimsky; Jan Yeo; Ying P.; and Kan Qiu.

The following person commented regarding approving the resolution for the zero carbon strategy and the climate impacts of the food supply: David Morton.

The following person commented regarding the tree canopy and utilizing a tree fund: Bob Yoder.

The following person commented regarding support for the Senior Center Funding Ordinance: Eileen Engelhart.

There being no one else requesting to provide comment, Mayor Birney closed Items from the Audience at this time.

## **CONSENT AGENDA**

MOTION: Councilmember Padhye moved to approve the Consent Agenda. The motion was seconded by Councilmember Carson.

1. Approval of the Minutes: October 19, 2021, Regular Business Meeting.
2. Approval of Payroll/Direct Deposit and Claims Checks

PAYROLL/DIRECT DEPOSITS AND WIRE TRANSFERS:

#186877 through #186895  
#120691 through #121375  
#1370 through #1374

\$3,525,759.02

CLAIMS CHECKS:

#435752 through #435995

\$5,320,373.47

3. AM No. 21-157: Approval of Fire Department Promotional Process Facilitator Contract with Jack Clancy Associates (JCA), in the Amount of \$119,000
4. AM No. 21-158: Approval of an Interlocal Agreement (ILA) Between City of Redmond and City of Issaquah for Mutual Aid Dispatch Services
5. AM No. 21-159<sup>1</sup>: Approval of the 2021 and 2022 Tourism Fund Allocation for Matching Grants
6. AM No. 21-160: Approval of the 2021-22 Annual ORCA Contract Renewal
7. AM No. 21-161: Approval of the Leary Way Bridge Easement Agreement Renewal
8. AM No. 21-162: Approval of a Resolution Setting December 7, 2021, as the Date for a Public Hearing on the Vacation of a Portion of the Public Right of Way at the NW Corner of Redmond Way and 168th Ave. NE (Aria Flats Development)
  - a. Resolution No. 1549: A Resolution of the City Council of the City of Redmond, Washington, Setting December 7, 2021, as the Date for a Public Hearing on the Vacation of a Portion of the Road Right-of-Way at the Northwest Corner of the

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<sup>1</sup> This item was pulled from the Consent Agenda and discussed separately.

Intersection of Redmond Way and 168th Ave. NE (Aria Flats Development)

9. AM No. 21-163: Approval of Ordinances for the 2022 COLA and Pay Plan Updates
  - a. Ordinance No. 3064: An Ordinance of the City of Redmond, Washington, Amending Pay Plans "R" and "R S," in Order to Set Salaries for Employees Covered by the RCHEA Bargaining Units, for the Year 2022; Providing for Severability and Establishing an Effective Date
  - b. Ordinance No. 3065: An Ordinance of the City of Redmond, Washington, Amending Pay Plans "N" and "N S," in Order to Set Salaries for the Non-Represented Employees for the Year 2022; Providing for Severability and Establishing an Effective Date
  - c. Ordinance No. 3066: An Ordinance of the City of Redmond, Washington, Amending Pay Plan "G S" in Order to Set Salaries for the General Supplemental Employees for the Year 2022; Providing for Severability and Establishing an Effective Date
  - d. Ordinance No. 3067: An Ordinance of the City of Redmond, Washington, Amending Pay Plan "E" for the Year 2022; Providing for Severability and Establishing an Effective Date
10. AM No. 21-164: Approval of the Final Contract with McClure and Sons Inc. of Mill Creek, WA for the Base Bid Amount of \$347,091, Plus or Minus Change Orders and Bid Items Increases or Decreases, Resulting in a Final Contract Amount of \$304,355, and Accept Construction of Sodium Hypochlorite Improvements Project, Project No. 20022023
11. AM No. 21-165: Approve Supplemental Findings of Fact on the Interim Official Control Ordinance No. 3059 that Support Amendments to the Redmond Zoning Code to Align Homeless Shelter Regulations with State Adopted Definitions and to Implement the Preemption

Adopted by Engrossed Second Substitute House  
Bill 1220

12. AM No. 21-166: Adoption of an Ordinance Establishing the 2022 Property Tax Levy for General Operations
  - a. Ordinance No. 3068: An Ordinance of the City of Redmond, Washington, Levying Property Taxes for the City of Redmond for the Fiscal Year Commencing January 1, 2022, on All Property, Both Real and Personal, in Said City Which is Subject to Taxation for the Purpose of Paying Sufficient Revenue to Carry on General Operations, Recognize Voter Approved Levy Lid Lifts for Public Safety and Parks for the Ensuing Year as Required by Law

VOTE: The motion passed (7 - 0).

Mayor Birney read the titles of Ordinance Nos. 3064 - 3068, and Resolution No. 1549 into the record.

**ITEMS REMOVED FROM THE CONSENT AGENDA**

5. AM No. 21-159: Approval of the 2021 and 2022 Tourism Fund Allocation for Matching Grants

MOTION: Councilmember Fields moved to approve AM No. 21-159. The motion was seconded by Councilmember Forsythe.

RECUSAL: Councilmember Carson was recused from voting due to a conflict of interest.

Following Councilmember inquiries and discussion;

VOTE: The motion passed (6 - 0).

## HEARINGS AND REPORTS

### STAFF REPORT

- a. AM No. 21-167<sup>2</sup>: Temporary Construction Dewatering (TCD) Staff Report

### OMBUDSPERSON REPORT

Councilmember Kritzer reported receiving resident contacts regarding: Ordinance No. 3059; housing first program; IAWW holiday bazaars; zero carbon strategy; vaccines for firefighters; drug dealing; Redmond 2050; signage on Leary Way; and taking action on the funding for the Senior Center.

Councilmember Khan reported receiving resident contacts regarding: Silver Cloud Inn case management and amending Ordinance No. 3059; LTAC meeting procedures; Councilmember filings; and trees.

## NEW BUSINESS

- A. AM No. 21-168: City of Redmond Operations Zero Carbon Strategy
1. Resolution No. 1550: A Resolution of the City Council of the City of Redmond, Washington, Adopting the City of Redmond Operations Zero Carbon Strategy

Jenny Lybeck, Sustainability Program Manager, provided a presentation and responded to Councilmember inquiries.

MOTION: Councilmember Anderson moved to approve AM No. 21-168. The motion was seconded by Councilmember Kritzer.

VOTE: The motion passed (7-0).

Mayor Birney read the title of Resolution No. 1550 into the record.

- B. AM No. 21-169: Redmond Senior & Community Center Funding Plan and Ordinance
1. Ordinance No. 3069: An Ordinance of the City Council of the City of Redmond, Washington, Amending Ordinance Nos. 3026, 3041, 3042, 3045, 3046, 3047, 3048, 3049, 3050, and 3051 by Making Adjustments to the City's 2021 2022 Biennial Budget, in Exhibit 1

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<sup>2</sup> This item was removed from the Agenda.



MOTION: Councilmember Anderson moved to approve AM No. 21-169, ordinance option 2. The motion was seconded by Councilmember Forsythe.

MOTION: Councilmember Kritzer moved to amend to remove the 21.5 million dollars and replace it with the language from option 1 to use 8.5 million dollars of the 15.611 million dollars reserved in general government capital fund for the project and replace the necessary information, the remaining amount of money, from the option 1 ordinance, and to use 13 million in councilmanic bonds and/or available fund balances for the Redmond Senior/Community Center project. The motion was seconded by Councilmember Padhye.

VOTE: The motion to amend failed (3-4), with Councilmembers Padhye, Carson and Kritzer in support.

VOTE: The main motion passed (7-0).

Mayor Birney read the title of Ordinance No. 3069 into the record.

FOR THE GOOD OF THE ORDER

- Ballots are due tomorrow by 8 pm.
- Community Conversation will be held at 6 pm on Monday.

#### **ADJOURNMENT**

The special meeting adjourned at 8:28 p.m.

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ANGELA BIRNEY, MAYOR

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CITY CLERK

*Minutes Approved: November 16, 2021*



# City of Redmond

15670 NE 85th Street  
Redmond, WA

## Memorandum

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**Date:** 11/16/2021  
**Meeting of:** City Council

**File No.** SPC 21-103  
**Type:** Check Register

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Approval of Payroll/Direct Deposit and Claims Checks

City of Redmond  
Payroll Check Approval Register  
Pay period: 10/01 - 10/31/2021  
Check Date: 10/29/2021

Check Total:	\$ -
Direct Deposit Total:	\$ 8,246.90
Wires & Electronic Funds Transfers:	\$ 3,002.39
Grand Total:	<u>\$ 11,249.29</u>

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

All Checks numbered through ,  
Direct deposits number **121376** through **121383** , and  
Electronic Fund transfers **1375** through **1375**  
are approved for payment in the amount of **\$11,249.29**  
on this **16 day of November 2021**.

**Note:**

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City of Redmond  
Payroll Final Check List  
Pay period: 10/01 - 10/31/2021  
Check Date: 10/29/2021

Total Checks and Direct deposit:	\$ 8,735.60
Wire Wilmington Trust RICS (MEBT):	\$ 2,513.69
Grand Total:	<u>\$ 11,249.29</u>

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits for the month of March are true and correct to the best of my knowledge.

DocuSigned by:  
  
7C0092BCC9C549B

Human Resources Director, City of Redmond  
Redmond, Washington

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City of Redmond  
Payroll Check Approval Register  
Pay period: 10/16 - 10/31/2021  
Check Date: 11/10/2021

Check Total:	\$ 70,880.45
Direct Deposit Total:	\$ 2,214,942.67
Wires & Electronic Funds Transfers:	\$ 1,316,837.40
Grand Total:	<u>\$ 3,602,660.52</u>

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

All Checks numbered **186897** through **186918** ,  
Direct deposits numbered **121384** through **122070** , and  
Electronic Fund transfers **1376** through **1380**  
are approved for payment in the amount of **\$3,602,660.52**  
on this **16 day of November 2021**.

**Note:**

Check # 186896 used for replacement check for Anthony Regis

City of Redmond  
Payroll Final Check List  
Pay period: 10/16 - 10/31/2021  
Check Date: 11/10/2021

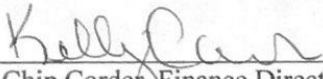
Total Checks and Direct deposit:	\$ 3,254,175.00
Wire Wilmington Trust RICS (MEBT):	\$ 348,485.52
Grand Total:	<u>\$ 3,602,660.52</u>

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits for the month of March are true and correct to the best of my knowledge.

DocuSigned by:  
*Cathryn Laird*  
7C0092BCC9C549B...

Human Resources Director, City of Redmond  
Redmond, Washington

I, the Finance Director, do hereby certify to the City Council, that the checks for the months of November 2021 are true and correct to the best of my knowledge.

*RC*  
  
\_\_\_\_\_  
Chip Corder, Finance Director  
City of Redmond  
Redmond, Washington

We, the undersigned Councilmembers, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim. All checks numbered 435996 through 436359, and Wire Transfers are approved for payment in the amount of \$5,101,174.74 This 16th day of November 2021.

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## Memorandum

**Date:** 11/16/2021  
**Meeting of:** City Council

**File No.** AM No. 21-170  
**Type:** Consent Item

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

Executive	Malisa Files	425-556-2166
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**DEPARTMENT STAFF:**

N/A	N/A	N/A
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**TITLE:**

Adoption of an Ordinance and Approval of an Amendment to the Council Rules of Procedure for the Committees of the Whole Restructuring

- a. Ordinance No. 3070: An Ordinance of the City of Redmond, Washington, Revising Redmond Municipal Code (RMC) 2.32.020 Council Committee of the Whole Function and Purpose and Establishing an Effective Date

**OVERVIEW STATEMENT:**

Per Council discussions on October 12, 2021, and October 26, 2021, in order to change the Committees of the Whole structure, the City Council must take two actions:

1. Approve the attached ordinance (Attachment A) amending Redmond Municipal Code (RMC) Chapter 2.32.020 to change the Parks and Human Services Committee of the Whole to remove Human Services and add Environmental Sustainability, and add Human Services to the Public Safety Committee of the Whole. In addition, the amendment removes the Regional Affairs Committee from the RMC.
2. Amend Section V of the Council's Rules of Procedures (Attachment B) to be consistent with the RMC changes.

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

**REQUESTED ACTION:**

☐ Receive Information      ☐ Provide Direction      ☒ Approve

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
N/A
- **Required:**  
Committees of the Whole are governed by the Redmond Municipal Code Chapters 2.08.010 and 2.32.
- **Council Request:**  
Council requested staff to look at options to reconfigure the Committees of the Whole earlier this year.

- **Other Key Facts:**

Committees of the Whole have been revised over time to ensure attention is paid to significant discussion topics. The last revision to the Committees of the Whole structure occurred in the Finance, Administration, and Communications Committee to add *Communications* to the title of the committee to emphasize the importance of communication and community involvement to the City.

**OUTCOMES:**

Per the RMC, Committees of the Whole “shall function to inform and educate the Council on existing city programs and issues and provide an opportunity to explore the implications of policy alternatives as part of the policy development process.” The current Committees of the Whole structure includes both department and functional elements.

Per Council’s discussion at the Study Session on October 12 and the Finance, Administration, and Communications Committee of the Whole on October 26, 2021, two changes were agreed upon to the Committees of the Whole structure, including:

- Restructure the Parks and Human Services Committee of the Whole to remove Human Services and add Environmental Sustainability. The new Committee of the Whole would be named Parks and Environmental Sustainability.
- Restructure the Public Safety Committee of the Whole to encompass Human Services and Diversity, Equity, and Inclusion. The new Committee of the Whole would be titled Public Safety and Human Services.

The Finance, Administration, and Communications and the Planning and Public Works Committees of the Whole would remain the same.

During the Study Session discussion, Council requested the Regional Affairs Committee be removed from the RMC. The Regional Affairs Committee practically does not exist in the City’s committee structure.

The ordinance revising Redmond Municipal Code 2.32.020 outlines the name changes, simplifies the language around the subjects the committees can discuss to allow for more flexibility, and removes the Regional Affairs Committee from the Code. The amendments to the Council’s Rules of Procedures make the necessary name changes in Section V of the document. All of the changes are highlighted in Attachments A and B.

**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:  
Strategic and Responsive

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
10/12/2021	Study Session	Provide Direction
10/26/2021	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

There are no time constraints on changing the Committees of the Whole structure. However, making changes by the end of the year would give staff time to adjust their schedules and work plans, as needed.

**ANTICIPATED RESULT IF NOT APPROVED:**

Committees of the Whole will continue to function as they are currently organized until Council decides to change the structure.

**ATTACHMENTS:**

Attachment A: Ordinance Revising Redmond Municipal Code 2.32.020

Attachment B: Council Rules of Procedure Amendment



CODE

**CITY OF REDMOND  
ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY OF REDMOND,  
WASHINGTON, REVISING REDMOND MUNICIPAL CODE  
(RMC) 2.32.020 COUNCIL COMMITTEE OF THE WHOLE  
FUNCTION AND PURPOSE AND ESTABLISHING AN  
EFFECTIVE DATE

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WHEREAS, Council's Committees of the Whole were established under Redmond Municipal Code (RMC) 2.08; and

WHEREAS, Committees of the Whole function to inform and educate the Council on existing city programs and issues, and to provide an opportunity to explore the implications of policy alternatives as part of the policy development process; and

WHEREAS, there exist four Committees of the Whole including Finance, Administration and Communications, Public Safety, Planning and Public Works and Parks and Human Services, and

WHEREAS, the City Council has discussed and agreed the Committees of the Whole should be revised to highlight major initiatives; and

WHEREAS, two existing Committees of the Whole shall be renamed Public Safety and Human Services and Parks and Environmental Sustainability.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1.      Redmond Municipal Code Revised.      Redmond  
Municipal Code 2.32.020 shall read as follows:

2.32.020 Function and Purpose.

A. The committee of the whole shall function to inform and educate the Council on existing city programs and issues, and to provide an opportunity to explore the implications of policy alternatives as part of the policy development process. The committee shall review items put before it by the City administration and shall take up matters referred to it for study by a majority of the council. The committee shall have no power or authority to commit the City or to take any binding action on their part. The committee shall be concerned primarily with policy matters and matters vested in the legislative body of the City and shall not become involved in the administration of the City government and city interests. In general, the purpose of the committee shall be to review matters within the following subject areas:

1. *Finance, Administration, and Communications.* the Review, Analysis and Recommendation of Policies **Affecting** ~~[GOVERNING]~~ the Function and Operation of Municipal Government, **including, but not limited to** ~~[THROUGH]~~ its **Executive, Finance, Human Resources, and Technology and Information Services Departments and any other subjects pertaining to the administration of city services and operations.** ~~{APPOINTIVE OFFICERS; PERSONNEL MANAGEMENT POLICIES, INCLUDING SALARY AND COMPENSATION PLANS, WORKING~~

~~CONDITIONS AND EMPLOYMENT BENEFITS; MAINTENANCE OF PUBLIC RECORDS AND DOCUMENTS; COMMUNICATIONS, PUBLIC RELATIONS AND INFORMATION; INVENTORY AND CONTROL OF MUNICIPALLY OWNED PROPERTY; COMPREHENSIVE MUNICIPAL INSURANCE COVERAGE; AND, GENERALLY, POLICY AREAS DEALING WITH PUBLIC ADMINISTRATION; FINANCIAL POLICY; ANALYSIS OF AND ADVICE ON THE BUDGET PROCESS, PROPOSED BUDGETS AND OTHER FINANCIAL PROGRAMS WITH RESPECT TO OVERALL CITY POLICY; COUNCIL RULES AND PROCEDURES, MATTERS RELATING TO CONFLICT OF INTEREST, QUESTIONS AND CODE OF ETHICS FOR PUBLIC OFFICIALS; CAMPAIGN PRACTICES AND EXPENDITURES; AND, GENERALLY, MATTERS RELATING TO THE CONDUCT OF MUNICIPAL AFFAIRS, ITS RULES AND ETHICS;]~~

2. **Public Safety and Human Services**. the Review, Analysis and Recommendation of Policies Affecting **Public Safety Services, including, but not limited to L[Law Enforcement, F[Fire Protection, Human Services, including Diversity, Equity and Inclusion.]**~~ANIMAL CONTROL; CIVIL DEFENSE; AND PUBLIC HEALTH AND SAFETY;]~~

3. *Planning and Public Works*. the Review, Analysis and Recommendation of Policies ~~[GOVERNING]~~ **Affecting the Areas of Public Works and Planning, including, but not limited to Public Works and Planning Administration and Operations.**  
~~[COMPREHENSIVE AND COORDINATED LAND USE PLANNING AND MANAGEMENT; ENERGY; SUBDIVISIONS AND PLATS; PRESERVATION AND~~

~~PROTECTION OF GREENBELTS, FLOODPLAINS, SHORELINES AND NATURAL AMENITIES; ANNEXATION AND AREA PLANNING; AND, GENERALLY, THE SUPERVISION AND CONTROL OF THE DEVELOPMENT AND LAND USE PROCESS; STREET AND RIGHT-OF-WAY IMPROVEMENTS, MAINTENANCE AND OPERATION; PUBLIC UTILITIES, INCLUDING STORM DRAINAGE, SANITARY SEWERS, WATER, COORDINATION WITH SPECIAL PURPOSE DISTRICTS AND OTHER MUNICIPAL UTILITIES, AND SUPERVISION OVER PRIVATELY-OWNED PUBLIC UTILITIES; PUBLIC BUILDINGS AND IMPROVEMENTS; CONSTRUCTION AND BUILDING CODES AND REGULATIONS; AND, GENERALLY, PROJECTS AND FACILITIES WITHIN THE AREA OF PUBLIC WORKS;]~~

4. Parks and **Environmental Sustainability**. [*Human Services.*] the Review, Analysis and Recommendation of Policies [~~REGARDING~~] **Affecting the Parks and Recreation Department and Environmental Sustainability including, but not limited to parks, recreation and environmental sustainability programs.** [~~FACILITIES AND RECREATIONAL PROGRAMS; COORDINATION OF EDUCATION PROGRAMS AND FACILITIES; PROGRAMS AND FACILITIES FOR SENIOR CITIZENS, UNDERPRIVILEGED AND HANDICAPPED PERSONS, MINORITIES AND LOW-INCOME FAMILIES; AND, GENERALLY, AREAS INVOLVING THE PRESERVATION, PROTECTION AND ADVANCEMENT OF HUMAN CONCERNS; AND~~

~~5. REGIONAL AFFAIRS. REVIEW AND DISCUSSION OF ISSUES AFFECTING REDMOND IN A REGIONAL CONTEXT, AND IN~~

~~RELATION TO OTHER MUNICIPAL, COUNTY, REGIONAL, STATE AND  
FEDERAL GOVERNMENTS AND AGENCIES.]~~

Section 2.      Severability.    If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

Section 3.      Effective Date.    This ordinance shall take effect January 1, 2022.

ADOPTED by the Redmond City Council this XX day of XXXX, 2021.

CITY OF REDMOND

\_\_\_\_\_  
ANGELA BIRNEY, MAYOR

ATTEST:

\_\_\_\_\_  
CHERYL XANTHOS, MMC, CITY CLERK

(SEAL)

APPROVED AS TO FORM

\_\_\_\_\_  
JAMES E. HANEY, CITY ATTORNEY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
SIGNED BY THE MAYOR:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO.:

**REDMOND CITY COUNCIL**



**RULES OF PROCEDURE**

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## **PREFACE**

The City of Redmond is a non-charter code City governed by RCW 35A.12 and the Redmond Code of Ordinances. The Council of any Code City organized under the Mayor-Council plan of government provided in this chapter shall have the powers and authority granted to the legislative bodies of cities governed by this title, as more particularly described in Chapter 35A.11 RCW. The following Rules of Procedure are adopted for the sole benefit of the Members of the City Council in order to assist in the orderly conduct of Council business, to ensure their presence at all times during business meetings and are enforceable only by the Members of the Council themselves. The City Council's failure to adhere to or otherwise follow these rules shall not result in any liability to the City, its officers, employees or agents, and shall not result in the invalidation of any Council act. The City Council may, implicitly or by majority vote, determine to temporarily waive any of the provisions herein. Council action taken in disregard of or nonconformity with these rules shall be construed as an implicit waiver thereof.

## **REVISIONS**

November 21, 2017    Amendment No. 1, passed by Resolution No. 1485

March 27, 2018        Amendment No. 2, passed by AM No. 18-046

July 21, 2020         Amendment No. 3, passed by AM No. 20-095

December 8, 2020    Amendment No. 4, passed by AM No. 20-170, effective January 1, 2021

## **I. SCOPE**

### **A. Name.**

The name of the body subject to this Rules of Procedure document is the Redmond City Council.

### **B. Purpose.**

The members of the City Council shall establish rules for its proceedings. The order of procedure and business herein contained shall govern deliberations and meetings of the City Council except as the same may be in conflict with Chapter 35A.12 RCW.

## **II. PARLIAMENTARY AUTHORITY**

### **A. Robert's Rules of Order Newly Revised.**

Robert's Rules of Order, Revised, shall govern the deliberations of the Council, except when in conflict with any of the foregoing rules.

### **III. MEMBERS AND OFFICERS**

#### **A. Members.**

##### **1. Eligibility to Hold Office.**

No person shall be eligible to hold elective office under the Mayor-Council plan of government unless the person is a registered voter of the City at the time of filing his or her declaration of candidacy and has been a resident of the City for a period of at least one year next preceding his or her election. Residence and voting within the limits of any territory which has been included in, annexed to, or consolidated with such City is construed to have been residence within the City. A Mayor or Council member shall hold within the City government no other public office or employment except as permitted under the provisions of Chapter 42.23 RCW. *(RCW 35A.12.030)*

##### **2. Terms of Members.**

Officers shall be elected at biennial municipal elections to be conducted as provided in chapter 35A.29 RCW. The Mayor and the Councilmembers shall be elected for four-year terms of office and until their successors are elected and qualified and assume office in accordance with RCW 29A.60.280. At any first election upon reorganization, Councilmembers shall be elected as provided in RCW 35A.02.050. Thereafter the requisite number of Councilmembers shall be elected biennially as the terms of their predecessors expire and shall serve for terms of four years. The positions to be filled on the City Council shall be designated by consecutive numbers and shall be dealt with as separate offices for all election purposes. Election to positions on the Council shall be by majority vote from the City at large, unless provision is made by charter or ordinance for election by wards. The Mayor and Councilmembers shall qualify by taking an oath or affirmation of office and as may be provided by law, charter, or ordinance.

##### **3. Attendance of Members.**

All members are required to attend all regular meetings of the Council, unless otherwise noticed and excused by majority of the Council.

**4. Vacancies.**

The office of Council member shall become vacant if the person who is elected or appointed to that position fails to qualify as provided by law, fails to enter upon the duties of that office at the time fixed by law without a justifiable reason, or as provided in RCW 35A.12.060 or 42.12.010. A vacancy in the office of Mayor or in the Council shall be filled as provided in chapter 42.12 RCW. An incumbent Council member is eligible to be appointed to fill a vacancy in the office of Mayor.

**5. Vacancies for Nonattendance.**

A Council position shall become vacant if the Council member fails to attend three consecutive regular meetings of the Council without being excused by the Council.

**B. Officers**

**1. President.**

Biennially, and also whenever the position comes vacant, the Council shall elect from its members a President.

**2. Vice-President**

Biennially, and also whenever the position comes vacant, the Council shall elect from its members a Vice-president.

## **IV. MEETINGS**

### **A. Meetings Public.**

All regular and special meetings of the Council shall be open to the public. Meetings are defined per RMC 2.08. The Council may hold executive sessions from which the public may be excluded for those purposes set forth in RCW 42.30.110 (Open Meeting Law), may order the removal of individuals who are interrupting the meeting as provided in RCW 42.30.050.

### **B. Voting.**

#### **1. Quorum – Absent Members.**

A majority of the members of the Council shall constitute a quorum at all meetings of the Council, and a lower number may adjourn from time to time. Once a meeting has been constituted and called to order, no member present shall absent himself from the same without leave of the presiding officer or a majority of the Council.

#### **2. Passage of Ordinances, Grants or Revocations of Franchise or License, and any Resolution for the Payment of Money.**

Shall require the affirmative vote of at least a majority of the whole membership of the Council.

#### **3. Conflict of Interest.**

Each member present must vote on all questions put to the Council, except as to matters with respect to which the Council member may have a conflict of interest or where voting by the Council member would violate the appearance of fairness doctrine. Where a Council member has a conflict of interest or where voting by the Council member would violate the appearance of fairness doctrine, the remaining members of the Council may, by majority vote, compel the Council member to recuse himself or herself from participating in the proceedings or vote. On the passage of every ordinance or resolution, on the appointment of any officer, and upon the award of any bid, the vote shall be taken by ayes and nays and entered in full upon the record. The vote shall be for or against the pending ordinance or resolution, and not on the report submitted thereon.

#### **4. Tie Votes.**

In case of a tie vote on any question, the question shall be considered lost subject to the authority of the Mayor to cast a tie-breaking vote as provided

in RCW 35A.12.100. Members abstaining because of a conflict of interest shall be recorded as not having voted.

**5. Recording of Votes.**

The Clerk shall keep a correct journal of all proceedings and, at the desire of any member, the ayes and nays shall be taken on any question and entered in the journal.

**C. Debate Limited.**

The presiding officer of the meeting may from time to time establish reasonable, procedurally fair, and equitable limits on debate to ensure an expedient meeting and provides each Councilmember at least one opportunity to ask questions and/or make a statement in favor or against a particular item. Any limits on debate must be clearly stated at the start of the meeting.

**D. Questions of Order.**

All questions of order shall be decided by the presiding officer of the Council, with the right of appeal to the Council by any member.

**E. Meeting Participation via Teleconference, Video Conference, or Other Electronic Means**

1. Council members may attend regular business meetings, special meetings, study sessions, and committee of the whole meetings by telephone, by video conference, or by other electronic means.
2. When possible, notice of attendance by telephone, video conference, or other electronic means must be provided to the City Clerk's Office and the presiding officer not less than forty-eight hours before the scheduled start time for the meeting.
3. At any meeting where a Council member is attending by telephone, video conference, or other electronic means, there shall be a device that allows the voice of the Council member on the to be heard by everyone present in the meeting room and that allows the Council member to identify himself or herself before speaking. When possible, the Council member shall notify the others prior to disconnecting from the call, conference, or other communication medium. A Council member who is connected remotely shall be considered to be actually present at that meeting for the period of time so connected, and that presence shall count toward a



quorum of the Council for all purposes. The quorum is reduced in number as the member disconnects from the meeting.

**F. Regular Business Meetings.**

**1. When Held.**

Regular business meetings of the City Council are held on the first and third Tuesdays of every month at 7:00 p.m. in the Redmond City Hall Council Chambers, unless otherwise duly noticed.

**2. Time Certain for Adjournment.**

No business shall be considered after 10:30 p.m. of each meeting except by leave of a majority of the Council members present. Notwithstanding the foregoing, the City Council may complete deliberations and vote on any motion which was pending before the body at 10:30 p.m. without the necessity of seeking leave of the majority of the Council members to continue.

**3. Agenda – Order of Business.**

The order of business for any regular Council business meeting is defined as follows:

**a. Preparation of Agenda.**

An agenda of all regular business meetings shall be prepared by the City Clerk and transmitted to the Mayor and Council members at least ninety-six hours prior to the time of the meeting. The agenda shall consist of the business to come before the City Council, and shall not preclude the Council from considering matters in addition to those set forth on said agenda. The heads of the various departments of the City should report agenda matters and deliver copies of supporting materials to the City Clerk in sufficient time for their inclusion on the agenda.

**b. Consent Agenda.**

**(1)** Each agenda shall include a consent agenda in the order of business. Consent agenda items may include, and shall not be limited by this reference, approval of all Council minutes, acceptance of all advisory board and commission minutes, final approval of leases and contracts, final acceptance of grants, deeds or easements, setting dates for public hearings, approval of

change orders, acknowledging receipt of claims for damages against the City, passage of resolutions and/or ordinances requiring no further public hearing and which the Council has given directions to prepare, and such other routine items as the Mayor and/or City Clerk may deem appropriate to be placed upon such a consent agenda.

**(2)** The reference material for all matters listed within the consent agenda shall be distributed to each member of the City Council for his/her review prior to the meeting. Matters on such consent agenda shall be considered to be routine and may be enacted by a single motion of the Council with no separate discussion unless removed from the consent agenda as hereafter provided.

**(3)** If separate discussion of any consent agenda item is desired, that item may be removed from the consent agenda at the request of any individual Council member. At the conclusion of passage of the consent agenda, those items removed at the request of any individual Council member shall either be discussed and acted upon before proceeding to the next item of business on the agenda or shall be set to a later position on the agenda for that meeting.

c. Audience Participation.

Items from the audience, limited to a maximum of four minutes per speaker, will be received during the meeting at the appropriate place on the agenda to encourage citizen input and participation in Council meetings. Citizens may, at the end of the meeting, continue to address the Council.

d. Order of Business.

The order of business shall follow as nearly as possible the order of the agenda as follows:

(I.) Special Orders of the Day

(II.) Items from the Audience

(III.) Consent Agenda

Including approval of minutes and voucher and warrant approval.

- (A.) Consent Agenda
- (B.) Items Removed from the Consent Agendas
- (IV.) Hearings and Reports
  - (A.) Public Hearings
  - (B.) Reports
    - (1.) Staff Reports
    - (2.) Ombudsperson Report
    - (3.) Committee Reports

When it is determined that the City Council needs to vote on a committee report item other than to establish a meeting date or direct the committee to study any issue, the City Council shall place the item needing a vote on the Council agenda for a subsequent City Council meeting under unfinished or new business)

- (V.) Unfinished Business
- (VI.) New Business
- (VII.) Executive Session
- (VIII.) Adjournment

The order of business set forth in this section is a guideline and shall not be construed in any way as to limit the order in which the Council may elect to proceed with its business.

#### **4. Motions, Resolutions, Ordinances in Writing.**

The presiding officer and any member of the Council may require a motion to be reduced to writing prior to a vote upon the same. All resolutions and ordinances shall be in writing before being introduced at the meeting for adoption and shall be assigned a number by the City Clerk when introduced. It shall be sufficient for the Mayor or Mayor's designee to orally read the title of the resolution or ordinance at the meeting to present the same to the Council for its consideration prior to its voting on the question of adoption of the ordinance or resolution; provided, that a majority of the Council may require the entire resolution or ordinance or any part thereof to be read aloud at the meeting prior to its consideration.

**5. Motion to Lay on the Table.**

Motions to lay any matter on the table shall be first in order. On all questions the last amendment, the most distant day, and the largest sum shall be put first. A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If the motion shall prevail, the consideration of the subject may be resumed only upon motion of a member voting with the majority and with the consent of two-thirds of the members present. This motion shall not be confused with the **Motion to Postpone to a Time Certain, or a Motion to Postpone Indefinitely**, which do require a majority vote to pass, and do not require a separate motion to remove the item from the table to resume discussion on the item.

**6. Reconsideration of Non-Quasi-Judicial Items.**

a. Any person, including any member of the Council, may request that the Council reconsider a decision on a matter which is not quasi-judicial in nature. Any request or motion for reconsideration of a City Council action which is not quasi-judicial must be made in writing to the City Clerk or orally to the City Council in an open public meeting. The procedure for reconsideration shall be governed by the latest edition of Robert's Rules of Order and shall require that a motion to reconsider be made by a Council member who voted in the majority on the original action for which reconsideration is sought. The motion may be seconded by any other Council member, whether or not that member voted in the majority. A motion to reconsider an action shall be out of order and shall not be acted upon unless made prior to taking up the new business portion of the City Council agenda at the next regular City Council meeting following the meeting at which the action for which reconsideration is sought was taken. "Action" shall mean the vote of the City Council expressing a decision even though followed at a later date by passage of an ordinance or resolution. If anything that the City Council cannot reverse has been done as the result of the Council's vote, e.g., an ordinance voted on has become effective or a contract voted on has been signed by all parties, then the vote cannot be reconsidered.

b. In the event that the City Council votes to reconsider an action which is not quasi-judicial in nature, the effect of the vote is to place the matter back before the Council as if no action had been taken. When a motion to reconsider is passed at a meeting other than the meeting at which the original action was taken, the Council shall not take new action on the

reconsidered matter at that meeting, and shall set the matter over to the next regular City Council meeting following the meeting at which reconsideration was voted upon. The agenda for the Council meeting at which any reconsidered action will be taken up for final action shall reflect that the matter has been brought before the Council upon reconsideration of an earlier action. Public notice provided concerning the agenda shall reflect the nature of the action. No public hearing shall be required on reconsideration of any non-quasi-judicial action, and the Council may allow public input on the reconsidered matter if it so desires. Any matter which the Council has voted to reconsider shall be placed under “unfinished business” on the agenda. Once the Council takes final action on the reconsidered matter, no further reconsideration may take place.

- c. The City Council may, by majority vote of the entire membership, suspend the requirement for deferring action on any reconsidered matter to the next regular business meeting when the Council determines that sooner action is required to avoid undue hardship to the City or any interested person.
- d. As used in this section, “regular business meeting” shall mean any regularly scheduled meeting of the City Council at which final action may be taken. Council study sessions, committee of the whole, and special meetings of the Council shall not be considered regular meetings of the City Council for purposes of this section.
- e. Procedural matters not governed by this section shall be governed by the current edition of Robert’s Rules of Order.

**G. Special Meetings.**

Special meetings may be called by the Mayor or by a majority of the Council by written notice delivered personally or by mail to each Council member and the Mayor at least twenty-four hours prior to the time set for the meeting as specified in the notice. The requirements of the “open meeting law,” RCW Chapter 42.30 shall apply in all respects to special meetings of the Council. No business shall be considered after 10:30 p.m. of each meeting except by leave of a majority of the Council members present. Notwithstanding the foregoing, the City Council may complete deliberations and vote on any motion which was pending before the

body at 10:30 p.m. without the necessity of seeking leave of the majority of the Council members to continue.

**H. Study Sessions.**

Study Sessions of the City Council are held on the second and fourth Tuesdays of every month at 7:00 p.m. in the Redmond City Hall Council Chambers, unless otherwise duly noticed. No study session item shall be considered after 10:30 p.m. of each meeting except by leave of a majority of the Council members present. Notwithstanding the foregoing, the City Council may complete deliberations on any item which was under deliberation before the body at 10:30 p.m. without the necessity of seeking leave of the majority of the Council members to continue. The City Council may choose to schedule an additional study session for any fifth Tuesday presenting in a month. The City Council shall not take a final vote on any item that comes before it at such a session. Participation by members of the audience at any designated workshop or study session of the Council shall be permitted only upon the concurrence of a majority of the Council members present.

**I. Executive Sessions.**

Before convening in executive session, the Mayor shall publicly announce the purpose for excluding the public from the meeting place, and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the Mayor.

**1. Privileged Discussion.**

Discussions held in Executive Session are privileged and shall not be shared with any person not party to the Executive Session. Per RCW [42.23.070\(4\)](#), "No municipal officer may disclose confidential information gained by reason of the officers position, nor may the officer otherwise use such information for his or her personal gain or benefit."

**2. Executive Sessions Held.**

An executive session may be held during any regular business or special meeting of the City Council.

**3. Legal Rationale for Entering Session.**

The Council may only enter into Executive Session for specific reasons allowed by State Statute. Those rationale are found at [\(RCW 42.30.110\)](#).

**J. Quasi-judicial Matters.**

1. It is the policy of the City Council that its members should not attend meetings of other City boards and commissions concerning quasi-judicial matters which are then pending before the City and which will ultimately be decided by the Council.
2. Whenever a quasi-judicial matter pending before the City Council involves a specific site, each member of the Council may visit the site prior to the making of a final decision in order to better understand the evidence to be presented. What the members of the Council observe at the site is not evidence and Council members are to rely solely on the record presented to them during the proceedings before the Council in deciding issues regarding the quasi-judicial matter. During the site visit, the Council may not ask questions or discuss the site with any other person present, including other Council members. If the Council is to consider the matter in an open record public hearing, Council members should disclose what information was observed during any site visit at the outset of the hearing.
3. Whenever a quasi-judicial matter pending before the City Council has been the subject of a public hearing before the Hearing Examiner or Planning Commission, the Council shall allow each side (proponents and opponents) to speak for a maximum of ten minutes each. No new evidence may be presented by either speaker, and testimony shall be limited to argument based upon the Hearing Examiner's or Planning Commission's record. All quasi-judicial items shall be noted on the agenda as being quasi-judicial and a statement shall appear on the agenda indicating that each side may speak for a maximum of ten minutes each.
4. Whenever the Council holds a public hearing on a quasi-judicial matter, each speaker testifying before the Council shall be allowed to speak for a maximum of four minutes, provided, that the Council may, in its discretion, allow additional time where the complexity of issues involved requires more time in order to give the speaker a reasonable opportunity to be heard on the matter.
5. **Reconsideration of Quasi-judicial Actions.**
  - a. Any request for reconsideration of a quasi-judicial action of the City Council made by a party to the proceeding must be made in writing to the City Clerk. A motion to reconsider made by a Council member does not need to be in writing. A motion to reconsider a quasi-judicial action shall

be out of order and shall not be acted upon unless made by a Council member who voted in the majority prior to taking up the new business portion of the City Council agenda at the next regular City Council meeting following the meeting at which the action was taken. Any Council member may second the motion, whether or not that Council member voted in the majority. During the reconsideration period, no ex parte communication shall be made to any City Council member concerning the quasi-judicial action. "Action" shall mean the written decision by the City Council

- b.** The effect of passing a motion for reconsideration is to place the original motion on the matter back before the City Council. In the event the City Council elects to reconsider a quasi-judicial action, no revision to the action shall be made prior to giving those parties directly affected by the proposed revision notice of the proposed revision and a reasonable opportunity to be heard concerning it.
- c.** No quasi-judicial action of the City Council shall be final for any purpose until completion of the period for reconsideration established by subsection (1) of this section.
- d.** As used in this section, "regular business meeting" shall mean any regularly scheduled meeting of the City Council at which final action may be taken. Council study sessions, committee of the whole, and special meetings of the Council shall not be considered regular meetings of the City Council for purposes of this section.
- e.** Procedural matters not governed by this section shall be governed by the current edition of Roberts Rules of Order.

#### **6. Appearance of Fairness Doctrine.**

The appearance of fairness doctrine is a rule of law requiring government decision-makers to conduct non-court hearings and proceedings in a way that is fair and unbiased in both appearance and fact. It was developed by the courts as a method of insuring that due process protections, which normally apply in courtroom settings, extend to certain types of administrative decision-making hearings, such as rezones of specific property. The doctrine attempts to make sure that all parties to an argument receive fair and equitable treatment. The doctrine requires that adjudicatory or quasi-judicial public hearings meet two requirements:

- a.** they must be procedurally fair, and
- b.** they must appear to be conducted by impartial decision-makers.



**K. Public Participation**

1. Anyone may address the City Council, on any topic, during any regular business meeting, under the Items from the Audience section of the agenda, for a maximum of four minutes per person, unless otherwise prohibited in this section.
2. Members of the public shall present all testimony from the testimony podium, and shall not approach the dais unless requested.
3. All meeting materials submitted by the public during testimony shall be handed to the City Clerk for further distribution to the Council.
4. Unruly, disruptive behavior shall not be permitted by any person attending a Council meeting and shall result in removal of said person from the premises. Per RCW 42.30.050, in the event that any meeting is interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are interrupting the meeting, the members of the governing body conducting the meeting may order the meeting room cleared and continue in session or may adjourn the meeting and reconvene at another location selected by majority vote of the members. In such a session, final disposition may be taken only on matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the governing body from establishing a procedure for readmitting an individual or individuals not responsible for disturbing the orderly conduct of the meeting.
5. **General Prohibition on Use of Public Facilities.**  
RCW 42.17A.555 prohibits the use of facilities of a public office to support or oppose a ballot measure or an election campaign for public office. This provision applies to all units of local government and their officials and employees. The term “public facilities” is defined to include the use of stationery, postage, equipment, use of employees during working hours, vehicles, office space, publications of the office, or lists of persons served by the local government. This prohibition means that elective or appointed personnel of local governments may not work to support or oppose a

ballot proposition during work time or allow public facilities to be used for that purpose. This provision includes, and is not limited to, the use of the “Items from the Audience” section of regular Council business meetings for members of the public to speak in support or opposition of any campaign or ballot proposition.

**a. Exceptions:**

**i.** The City Council may vote on a motion or resolution to express support or opposition to a ballot proposition provided that: (1) the notice for the meeting must include the title and number of the ballot proposition and (2) Members of the Council and members of the public must be allowed an approximately equal opportunity to express an opposing view;

**ii.** A Member of the Council may make a statement at an open press conference in support or opposition to a ballot proposition or in response to a specific inquiry;

**iii.** Where the City prepares an objective and neutral presentation of facts concerning a ballot measure (example: details could be provided to citizens concerning the financial impacts of an initiative on the local government, such as how revenues would be affected by its passage; care must be taken that information is presented in a fair and objective manner)

\*Note: Many local governments allow use of meeting room facilities on a nondiscriminatory, equal access basis to the public, usually for a rental fee. If this is the case, it would be allowable to hold a public forum for citizens with pro and con representatives discussing an initiative in a public meeting hall.

\*Note: RCW 42.17A.555 does not restrict the right of an individual, whether that person is an elective or appointed public official or a public employee, to express his or her personal views supporting or opposing a ballot proposition so long as that expression does not involve using public facilities. This means that elected officials and appointed staff may campaign on their own time, using their own supplies and equipment, for or against a ballot proposition by preparing brochures, mailings, doorbelling, and other such activities.

**6.** Testimony or public comment on quasi-judicial matters pending before the City Council shall be heard only as provided in Rule IV(J) above and may not be presented under Items from the Audience.

## **V. COMMITTEE OF THE WHOLE**

### **A. Establishment and Scope.**

Committee of the Whole ("Committee") is hereby established as regular meetings of the Council with the purpose of studying matters of Parks and ~~Human Services~~Environmental Sustainability; Planning and Public Works; Public Safety and Human Services; Finance, Administration, and Communications; and Regional Affairs, as codified in RCW 2.08 and 2.32.

### **B. Membership.**

Committee of the Whole shall consist of the Members of the City Council.

### **C. Calling of Meetings.**

Committee of the Whole meetings are regularly held per RMC 2.08. Special meetings of the Committee of the Whole may be called by the Mayor or three Council members, and shall follow the noticing procedures for special meetings provided for in RCW 42.30.080. No final action shall be taken in special meetings of Committee of the Whole. Committee of the Whole meetings shall be presided over by a designated member(s) of the Council, as selected by the Council President and confirmed by a majority vote of the Council at a regular business meeting, such designation(s) to occur every other year in January following a regular election.

### **D. Meetings and Quorum.**

The date, time and place of each meeting shall be the first four Tuesdays of each month at 4:30 p.m., at Redmond City Hall, unless otherwise noticed. The Committee of the Whole may be called as needed to discuss regional affairs matters, such meetings shall be advertised as special meetings of the committee. Notice of meetings shall be given in compliance with RCW Chapter 42.30, the Open Public Meetings Act. At their first meeting in each year the Committee of the Whole should adopt annual committee goals identifying what the committee intends to accomplish. A majority of the committee shall be the quorum necessary for the transaction of business. In the event a quorum cannot be sustained for a committee meeting, the meeting shall convene on the record and cancel for lack of quorum.

### **E. Duties and Responsibilities.**

1. The Committee of the Whole shall consider and review matters referred to it. The Mayor and boards and commissions are encouraged to suggest items to

the Committee of the Whole for review or study. The scope of authority of the committee is defined in RCW 2.32 to investigate, collect, and review appropriate information for the formulation of possible Council action. Agendas for meetings are set by designated presiding officers in coordination with City staff. Final action shall not be taken in Committee of the Whole.

2. In carrying out its duties and responsibilities, the committee shall have the power and authority to examine all records, registers, minutes and papers pertaining to the subject matter under review or consideration, including those kept by boards and commissions of the City. The City officers, department heads, board and commission chairpersons shall cooperate with and assist the committee in carrying out its duties and responsibilities and in furnishing necessary information, except where prohibited by law or excluded under Section 31, Chapter 1, Laws of 1973; provided, that in the event any City officer, department head or board or commission chairperson deems the release of requested information not in the best interests of the City, authority for that release shall be vested in the Mayor.

**F. Reports.**

At the Council meeting immediately following each committee meeting, in the appropriate place on the Council agenda, a report from the Committee of the Whole presiding officer, or designated alternate shall be made. A minority report may be given by any Committee of the Whole member who dissents from the report by the majority. Oral reports shall be sufficient, unless a Council majority feels that a written report should be furnished.

**G. Staffing.**

When needed, staff assistance to the committee shall be assigned by the Mayor.

**H. Absence of Members.**

Committee member absences are understood to be excused.

**I. Summary of Meetings.**

Minutes of Committee of the Whole meetings shall be produced in summary format and shall not require formal approval.

## **VI. COUNCIL COMMUNICATIONS**

### **A. Email.**

1. All City Council email correspondence shall be sent through a designated City email account.
2. All City Council email shall be copied to the City Clerk for preservation in the Council records archive.
3. Email correspondence sent via the designated Council Ombudsperson shall be copied to the Mayor and all members of the Council in the original reply to sender.
4. No Council member shall send correspondence from a City email account that purports to represent the views of the Council, unless the Council has, by majority vote, established the same as the Council's position. Council Members may use City email accounts to state the position of the individual Council Member as long as it is made clear that the position is that of the individual Council Member and that the Council Member is not speaking on behalf of the entire Council.
5. Members of the City Council will not use email to transact business of the Council in violation of the Open Meetings Act.

### **B. Use of Electronic Devices During Council Meetings**

1. Council Members shall not access, send, or receive electronic communications concerning any matter pending before the Council during a Council meeting. Exceptions to this Rule are:
  - a. Accessing Council meeting-specific agenda and packet information;
  - b. Accessing meeting notes and/or resource or research material specific to matters pending before the Council;
  - c. Reporting to the official record regarding Ombudsperson citizen comments received;
  - d. Family or emergency situations that may time to time arise. With respect to this exception, a Council Member shall take an at-ease from the meeting to avoid distraction of other Members from

discussions, should such interaction exceed more than a few moments in length; or

- e. Local, state, or federal news alerts, announcements, and matters when deemed appropriate.

2. Council Members shall not use electronic communication/media/applications to review or access information regarding matters not in consideration before the Council during a Council meeting.
3. The use of electronic communications/media/applications for personal, non-City business, during Council meetings, is expressly prohibited. Official meeting breaks are excluded from this provision. Violation of these rules by any member may result in an official Motion to Censure of said member by the Council, per Roberts Rules of Order.

## **VII. COUNCIL CONTINGENCY FUND**

### **A. Fund Allocations.**

The Council Contingency Fund, if budgeted, is used at the sole discretion of the City Council. The fund can be designated for any use deemed necessary by a majority of the Council. Reoccurring requests for funding from this account shall not be granted to outside groups or organizations, and rather, the budget process should be explored for an appropriate place to allocate funds for such ongoing requests.



## **VIII. AMENDMENTS TO RULES OF PROCEDURE**

### **A. Amendments.**

Any amendments to these Rules of Procedure shall be made through a majority vote of the City Council.

## **Appendix A**

### **Council Values – 2020-2021**

The Redmond City Council for the 2020-2021 biennium adopts the following five values sourced from the suggestions of all seven Councilmembers.

- **Perspective**
- **Dialogue**
- **Respect**
- **Preparation**
- **Inclusiveness**

## Appendix B

### Glossary of Terms

This Appendix to the Council Rules of Procedure defines some commonly used terms to enable clear communications between of the City Council and Mayor. Rules of engagement and business procedures are defined by the adopted Rules of Procedure.

**Action.** The transaction of the official business of the City Council including but not limited to receipt of public testimony, deliberations, discussions, considerations, reviews, evaluations, and final actions; [RCW 42.30.020\(3\)](#).

**Agenda item.** An action that requires specific consideration, discussion, and a decision of the body made at a regular business meeting of the City Council. This decision constitutes a “formal” action of the City Council.

**Call for, calling for.** To schedule.

**Conflict of Interest.** A City Council member may not vote in the authorization, approval, or ratification of a contract in which they are beneficially interested, above that of any other member of the general public. Conflicts must be disclosed to the governing body and noted in the official minutes or similar records. see [RCW 42.23.030](#). Also see **Prohibited Acts**.

**Consent Agenda.** Consists of routine items for which a staff recommendation has been prepared, and which do not require further Council discussion.

**Emergency.** An urgent situation or issue that poses an immediate, serious and/or dangerous risk to health, life, property, or environment requiring urgent interventions, mitigation, and recovery.

**Executive Sessions.** Executive sessions are meetings that are closed to the public for special purposes identified in [RCW 42.30.110](#).

**Ex-officio.** By virtue of office, role, or position.

**Final action.** A decision or vote by a majority of the members of the City Council, positive or negative, on a motion, proposal, resolution, order, or ordinance that directs the Mayor and Administration, enabling successful execution of the decision, according to a majority vote of the Council; [RCW 42.30.020\(3\)](#).

**Items From The Audience.** An agenda item that provides an opportunity for citizens to address the Council regarding any issue.

**Meetings public.** Per RMC 2.08.

**New Business.** Subjects which have not previously been considered by the Council and which may require discussion and action.

**Ombudsperson.** An Official appointed to investigate individuals' complaints about City services and administration, especially that of public authorities.

**Ordinances.** Legislative acts or local laws. They are the most permanent and binding form of Council action and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after they are published in the City's official newspaper.

**Procedural action.** A decision of the City Council that is administrative in nature and necessary to conduct or process Council business in an orderly manner according to these Rules that may or may not be followed separately by a final action at the same or later meeting. Examples of procedural actions are adoption of agendas, referring actions to or from committees, setting a public hearing, suspension of these Rules to enable special accommodations during a meeting.

**Prohibited Acts.** No City Council member may use their position to secure special privileges or exemptions, or directly or indirectly give, receive, or agree to receive any compensation, gift, reward, or gratuity for a matter connected to their role unless otherwise noted by law; see [RCW 42.23.070](#).

**Public Hearings.** Opportunities for the Council to receive public comment on important issues and/or issues requiring a public hearing by State statute.

**Quasi-Judicial proceedings.** Closed record proceedings or open record public hearings. Proceedings are those in which the City Council determines the rights or privileges of specific parties (Council Rules of Procedure, Section IV., J).

**Regular business meeting.** Any regularly scheduled meeting of the City Council at which final action may be taken per RMC 2.08.

**Resolutions.** Expressions of Council policy or statements by the Council to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

**Serial meeting (also serial communications).** A series of private meetings or communications by which a majority of the members of a legislative body commit to a decision or engage in collective deliberation concerning public business in violation of an open public meeting.

**Special meeting.** Any irregularly scheduled meeting of the City Council at which Final Action may be taken per RMC 2.08.

**Staff Reports.** Presentations or prepared memos to the Council by the department directors on issues of interest to the Council which do not require Council action.

**Unfinished Business.** Business or subjects returning to the Council for additional discussion or resolution.

**Virtual meeting.** A virtual meeting is one where at least one Councilmember is participating via teleconference, video conference, or other electronic means enabling real-time interaction in the meeting.

**Written.** A tangible document, where required by applicable law, or electronic written communication, such as email, word processing documents or other written communication.

## Appendix C

### Roles & Responsibilities

This Appendix to the Council Rules of Procedure outlines the roles and responsibilities of the City Council and Mayor. Rules of engagement and procedures for the conduct of business are defined by the adopted Rules of Procedure. This addendum is intended to clarify who is responsible for managing and implementing the operating procedures in normal and emergency conditions. This section is intended as a plain language explanation of existing law incorporated by References for routine use and quick reference, and is not intended to supersede any legal requirements.

- It explains the separation of powers between the Council and Administration, including in times of emergency as defined in these rules.
- It also describes different roles the Mayor, individual Councilmembers, Council as a body, and presiding officers may play based on the most common situations as well as in an emergency.

#### a. **POWERS RESERVED FOR THE COUNCIL**

- **Legislation.** Passage of any ordinance or resolution.
- **Authorization.** Granting or revocation of franchise or licenses.
- **Approval.** Confirmation of key administration positions and appointments to boards and commissions reporting to the body.
- **Appropriations.** Acceptance of funds, resolutions, and ordinances for the payment of money.
- **Land use.** Real property actions, transfer, sale, surplus of assets of the City.
- **One voice.** When Council acts as a body, it speaks with the voice of the majority through the Council President.
- **Override veto.** An action vetoed by the Mayor may be overturned with a majority plus one vote of the Council.

#### b. **POWERS OF A COUNCILMEMBER**

- **One vote.** Councilmembers shall vote in support or in opposition of an action, unless recused.
- **One perspective.** Each Councilmember has equal privileges for the floor during deliberations and meetings.
- **Initiative.** A Councilmember may introduce new business for Council consideration.

**c. POWERS RESERVED FOR THE MAYOR**

- **Personnel.** Management and supervision of staff, including hiring and removal of key administration positions.
- **Operations.** Supervise the administration of City government and all City interests.
- **Safety.** Maintain law and order, life safety, and preserve and protect the health, wellbeing, and quality of the community and environment.
- **Approval.** Approval of official bonds and bonds of contractors.
- **Execution.** Execution of contracts and agreements made with the City or for its use and benefit within the limits on authority.
- **Oversight.** Ensure satisfactory performance of all contracts and agreements made with the City or for its use and benefit.
- **Litigation.** Cause any legal proceedings to be instituted and prosecuted in the name of the City, subject to approval by majority vote of all members of the Council.
- **Veto.** The Mayor may veto certain actions taken by Council within 10 days of taking effect.
- **Tie-breaking vote.** In the case of a tie vote from Council, the Mayor may vote on a matter other than the passage of an ordinance, the grant or revocation of a franchise or license, or resolution for the payment of money.

**d. DUTIES OF THE MAYOR IN COUNCIL BUSINESS**

- **Duty of care.** Avoid any behaviors or omissions that could reasonably be foreseen to cause harm to others or the interests of the City.
- **Duty of loyalty.** Make all decisions in their powers as fiduciaries without conflict of interest.
- **Duty of obedience.** Abiding by all applicable laws and regulations and do not engage in illegal or unauthorized activities.
- **Facilitation.** Preside over regular business meetings of the Council according to the Council Rules of Procedure.
- **Information.** Report to the Council concerning the affairs of the City and its financial and other needs on a regular basis.
- **Leadership.** Make recommendations for Council consideration and action.
- **Budget.** Prepare and submit to the Council a proposed budget biennially as required by law.
- **Spokesperson.** Serve as the official and ceremonial head of the City.
- **Oversight.** Ensure due diligence is completed by staff prior to placing an item before the Council.
- **Communication.** Provide an open, transparent, and timely line of communication between the Council and the Administration.

- **Recommend.** Recommend policy for adoption by the Council.
- **Execution.** Represent and implement the majority voice of the Council.
- **Responsiveness.** Ensure timely follow-up and appropriate responses are delivered by Administration staff for items presented to the Council during Items from the Audience.

e. **DUTIES OF THE COUNCIL IN THE ADMINISTRATION OF CITY BUSINESS**

- **Input.** Provide advice and support to the Mayor as relates to routine business of the City, when such advice and support is solicited or otherwise welcomed.
- **Oversight.** Ask questions and participate in conversations regarding City business during meetings and establish reasonable controls.
- **Empower.** Proactively remove barriers in legislation to enable policy initiatives.
- **Support.** Volunteer when asked by staff if available and act under the direction of staff.

f. **DUTIES OF A COUNCILMEMBER**

- **Duty of Care.** Avoid any behaviors or omissions that could reasonably be foreseen to cause harm to others or the interests of the City.
- **Duty of Loyalty.** Make all decisions in their powers as fiduciaries without conflict of interest.
- **Duty of Obedience.** Abiding by all applicable laws and regulations and do not engage in illegal or unauthorized activities.
- **Advocacy.** Accurately convey decisions made by present and past Councils when communicating externally to the best of your knowledge and understanding.
- **Input.** Provide comment and advice on issues through the Mayor or their delegate and support staff when invited or assigned.
- **Initiative.** Proactively seek opportunities to develop or modify City legislation for the betterment of the community.
- **Lobby.** When an issue is outside of City regulations or control, and when acting in the best interest of our community, Councilmembers may lobby their State and Federal representatives.
- **Accountability.** Councilmembers should hold each other and the Mayor accountable to the highest level of service to the community.
- **Delegate.** Assist the Council President and Vice President in the execution of their duties or Council business as requested.
- **Ambassador.** Represent the community's voice during Council decisions and share information with the community.



**g. DUTIES OF THE COUNCIL PRESIDENT**

- **Leadership.** Provide leadership to the Council and be an advocate for the majority position of the body at all times.
- **Facilitator.** Actively explore policy viability when asked by a Councilmember and provide opportunities for conversation with the body.
- **Stewardship.** Observe and uphold all rules adopted by the Council for its governance and operations.
- **Programming.** Schedule Council meetings and the Annual Retreat, determine topics to explore at study sessions within the powers of the body, and review the Administration proposals for operations items for regular meeting.
- **Appointments.** Appoint from the body presiding officers of Committees of the Whole (committee chairs) considering Councilmembers' requests, individual strengths, and experience for these appointments.
- **Assignments.** Assign at least four members to each committee of the whole to ensure quorum responsibilities are known.
- **Strategic Direction.** Advance and organize the priorities in the strategic plan, in partnership with the Mayor and Administration staff.
- **Communication.** Represent the Council at biweekly meetings with the Mayor and relay key information to the Council.
- **Spokesperson.** Represent the Mayor and Council at important functions in absence of the Mayor.
- **Scheduling.** Establish a biennial calendar of Council Advocate for each month of the respective biennium and a Council calendar of events.
- **Coordination.** Keep track of items and due dates that are referred to committee by the Council or such other items on which the Council requests follow-up actions.
- **Strategic Plan.** Lead on the development and execution of the Council Strategic Plan and ensure its satisfactory achievement in collaboration with the body and City Administration.
- **Mayor Pro-Tem.** Resolution No. 789, adopted February 21, 1989, designates the Council President to serve as Mayor Pro Tempore in the Mayor's absence.

**h. DUTIES OF THE COUNCIL VICE PRESIDENT**

- **Assistance.** Assist the Council President in the execution of their duties as requested.
- **Alternate Presiding Officer.** Serve as Presiding Officer in the absence of the Council President.
- **Alternate Mayor Pro-Tem.** Serve in the absence of both the Mayor and Council President as Mayor Pro-Tem.

i. **DUTIES OF A PRESIDING OFFICER, COMMITTEES**

- **Facilitation.** Preside over meetings of the Committee of the Whole according to the Council Rules of Procedure.
- **Discussion.** Determine how business is to be conducted during the meeting at the start of each committee meeting.
- **Planning.** Work in collaboration with appropriate City staff and Council leadership to propose committee work plans and agendas for which they preside within their committee scope for approval by the committee and adoption by the Council.
- **Reporting.** Briefly summarize committee activities during regular business meetings.
- **Leadership.** Make recommendations for Council consideration and action within the scope of their committee.

j. **EMERGENCY POWERS & DUTIES OF THE BODY**

During an emergency, the Council maintains its powers of the body. Procedural exceptions apply to ensure timely addressing of the situation. Examples are exceptions to public notice requirements for certain legislation and funding appropriations that apply outside of normal business operations.

- **Preparedness.** Ensure the City is adequately prepared for emergencies through setting aside funds ahead of time during the biennial budget process.
- **Confirm.** Give advice and consent to the Mayor on new appointments to the Emergency Preparedness Council.
- **Cooperation.** Work with the Mayor to address the emergency.
- **Collaboration.** Approve mutual aid agreements.
- **Declarations.** Adopt a Declaration of Emergency by resolution or by ordinance, as deemed necessary by the body for the protection of the public health, public safety, public property, public peace, and the public environment. Emergency declarations by Council shall take effect and be in full force immediately upon adoption and shall be time bound.
- **Leadership.** Provide visible leadership to the community.
- **Ratification.** Promptly approve, after their issuance, rules and regulations that are reasonably related to the protection of life and property, which is affected by an incident. Such rules and regulations having been made and issued by the Emergency Preparedness Director.
- **Emergency Expenditures.** Appropriate funds to provide emergency preparedness programs and mitigation activities within the City. Council may permit emergency expenditures to exceed budgeted amounts by adopting ordinances stating the facts justifying the emergency passed by a majority plus one of the entire Council.

- **Emergency Reserves.** Council may authorize emergency expenditures from any funds designated as emergency reserves by adopting ordinances stating the facts justifying the emergency passed by a majority vote of the entire Council.
- **Notice Waived.** Budget amendment ordinances to address certain emergencies may optionally have no notice or public hearing.
- **Procedures Waived.** If necessary, Mayor or designee will declare an emergency and waive competitive bidding and award all necessary contracts for purchases and public works construction pursuant to RCW 39.04.280. Should competitive bidding be waived under this section, the Council or its designee must make a written finding of emergency within two weeks after the contract is awarded.
- **Oversight.** Approve and adopt the Comprehensive Emergency Management Plan (CEMP).

#### k. **EMERGENCY POWERS & DUTIES OF THE MAYOR**

During an emergency, the Mayor maintains their powers. Some procedural exceptions apply to ensure timely addressing of the situation. Some actions that normally come to Council as recommendations before action is taken may be reported to Council and then ratified by Council after executive action, including examples of acceptance of funds and waiving of competitive bidding requirements to enable a prompt response.

- **Key Contact.** Provide leadership to the community, act as spokesperson in communicating incident-related information to the public and accompany visiting officials from other jurisdictions and levels of government.
- **Coordination.** Serve as Chair of the Emergency Preparedness Council.
- **Cooperation.** Work with the Council to address the emergency and increase communication frequency with the Council or provide access to means for Council to receive information through the Council President.
- **Initiative.** Propose policies and strategies to address emergency public needs.
- **Proclaim Emergency.** Sign a State of Emergency, Declaration of Emergency, and Delegation of Authority as deemed necessary for the protection of the public health, public safety, public property, public peace, and the public environment. The proclamation shall take effect and be in full force immediately, shall be time bound with terms for extension.
- **Emergency Orders.** Proclaim special emergency orders as prepared by the Director of Emergency Preparedness, i.e., curfews, street use, etc. to protect public safety.
- **Competitive Bidding Waived.** If necessary, waive competitive bidding and award all necessary contracts for purchases and public works construction. Report to Council if this action occurs.
- **Execution.** Sign mutual aid agreements with other municipalities, the County and other governmental subdivisions, which have been approved by the City Council.

- **Fund Acceptance.** Accept and use gifts, grants and loans of state and federal funds, services, equipment and supplies on behalf of the City. These actions must be reported to and ratified by Council.
- **Command.** Enlist the service and equipment of citizens.

## I. EMERGENCY POWERS & DUTIES OF OFFICERS

Additional responsibilities apply in emergency situations.

- **Communication.** The Council President, or their Councilmember delegate or successor, shall make reasonable attempts to contact all Councilmembers to ensure their safety and report to the Mayor.
- **Coordination.** The Council President, or their Councilmember delegate or successor, shall work with the Mayor and the Administration during an emergency to assign individual Councilmembers to support activities necessary for the routine operations of City business.
- **Meetings.** The Council President may call for additional meetings of the Council to enable emergency action by Council.
- **Assignments.** The Presiding officer of a meeting shall authorize and assign a designated recordkeeper in absence of the Clerk and shall not designate themselves as recordkeeper.
- **Notice.** The Presiding officer is responsible for reasonable meeting notice requirements where feasible.

## m. EMERGENCY DUTIES OF INDIVIDUAL COUNCILMEMBERS

Additional responsibilities apply in emergency situations.

- **Notification.** Report their location and safety to the Council President, Mayor and City Clerk as soon as possible.
- **Leadership.** Provide visible leadership to the community.
- **Volunteer.** Individual Councilmembers may voluntarily accept direct assignments from the Council President, the Mayor and the Administration during an emergency.

## n. REFERENCES FOR THIS SECTION

- Matson v. Clark County Board of Commissioners, 79 Wn. App. 641, 904 P.2d 317 (1995)
- Municipal Research Services Center and Association of Washington Cities, Mayor & Councilmember Handbook, MRSC Report No. 44. (2019 ed.) Available at <http://mrsc.org/getmedia/034f13b6-7ec2-4594-b60b-efaf61dd7d10/Mayor-And-Councilmember-Handbook.pdf.aspx?ext=.pdf>

- Ogden, Murphy, Wallace. Letter from City Attorney to Mayor and Council Re: Emergency Powers of Mayor and Council dated 31 March 2020.

### **Redmond Municipal Code**

- RMC Chapter 2.08. Council Meetings.
- RMC Chapter 2.20 Emergency Preparedness.

### **Revised Code of Washington**

- RCW 35A.11 Laws governing noncharter code cities and charter code cities—powers
- RCW 35A.11.020 Powers vested in legislative bodies of noncharter and charter code cities.
- RCW 35A.12.100 Duties and authority of the Mayor – Veto – Tie Breaking Vote
- RCW 35A.12.130 Ordinances – Style – Requisites – Veto.
- RCW 35A.12.190 Powers of Council.
- RCW 35A.34 Biennial Budgets
- RCW 35A.34.140 Emergency expenditures – Nondebtable emergencies.
- RCW 35A.34.150 Emergency expenditures – Other emergencies – Hearing.
- RCW 35A.34.160 Emergency expenditures – Warrants – payment.
- RCW 35A.34.200 Funds – Limitations on expenditures – Transfers and adjustments.
- RCW 35A.34.210 Liabilities incurred in excess of budget.
- RCW 38.52.020 Declaration of policy and purpose
- RCW 38.52.070 Local organizations and joint local organizations authorized—Establishment, operation—Emergency powers, procedures—Communication plans.
- RCW 38.52.100 Appropriations-Acceptance of funds, services, etc.
- RCW 38.52.110 Use of existing services and facilities—Impressment of citizenry—First informer broadcasters.
- RCW 39.04.280 Competitive bidding requirements – Exemptions.



Memorandum

Date: 11/16/2021  
Meeting of: City Council

File No. AM No. 21-171  
Type: Consent Item

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

Fire	Adrian Sheppard	425-556-2201
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DEPARTMENT STAFF:

Fire	Stephen Healy	Deputy Fire Chief
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**TITLE:**

Approval to Purchase Wildland Firefighting Personal Protective Equipment in the Amount of \$150,000

**OVERVIEW STATEMENT:**

The need to provide a complete protective wildland-specific personal protective equipment (PPE) ensemble has been identified in response to the changing conditions that our firefighters are now facing. These are predominantly related to two factors: climate and vegetation (fuel). Both affect the rate of spread and intensity of vegetation fires. While the topography is fixed, the climate conditions and fuels are changing. Firefighters in the State of Washington must wear wildland-specific PPE for any fire suppression operations lasting longer than 60 minutes (Washington State Administrative Code 296-305-07012,7).

The following list details the equipment required:

- Wildland Helmet 110
- Wildland Helmet Ear/Neck/Face Cover 110
- Wildland Helmet Goggles 110
- Wildland Coat 110
- Wildland Gloves 110
- Wildland Pants 110
- Wildland Boots 110
- Wildland Gear Bags 122
- Wildland Pack/Radio Harness 30
- Wildland Shelter 48
- Wildland Shelter Belt 48
- Wildland Shelter Trainers 21

☒ 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:**  
N/A
- **Other Key Facts:**  
Climate change; increased wildland firefighting operations

**OUTCOMES:**

The City and the community benefits when firefighters are appropriately equipped with wildland firefighting gear to extinguish wildland fires. Additionally, firefighters suffer fewer heat emergencies when suitably outfitted. The community benefits when fires are extinguished quickly. As a result of an equipped and rapid response, less smoke enters the community, and damage to the soil and vegetation decreases. Properly outfitted firefighters reduce water runoff; therefore, preventing damage to the groundwater. Property loss and the chance of people being injured or killed are significantly lessened.

**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:**  
\$150,000.00

**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:**

The upfront cost to outfit firefighters is approximately \$150,000, and there is a need to include the ongoing costs for subsequent outfitting new firefighters and replacing worn equipment. Helmets, jackets and pants have a 10-year life. Fire shelters do not have a shelf-life but will need to be replaced periodically, based on wear.

○ 2023/24	\$24,310
○ 2025/26	\$25,791
○ 2027/28	\$26,564
○ 2029/30	\$27,361
○ 2031/32	\$135,470

**Funding source(s):**

General Fund

Proposed: Aid Car Fund - Small Tools  
124.60100.00350.52271

Alternative: Suppression - Small Tools  
100.60100.00350.5222

Grant opportunities to provide funding for the purchase:

- 1) 2022 FEMA Assistance for Firefighters (AFG) grants open in December 2021 and will be awarded in September of 2022. The Fire Department will pursue a grant.
- 2) Washington State Department of Natural Resources (DNR) offers grant funding, however that funding typically is distributed to volunteer departments and small districts. Staff will determine the feasibility of the district pursuing a grant.

A future cost sharing agreement with King County Fire District 34 would be required. Presently, nine (9) of the 25 fire suppression positions on-duty each day are within the District. Therefore, 36% of the cost per firefighter, but not including other costs associated with the administration of the fire suppression costs within the district.

**Budget/Funding Constraints:**

N/A

☒ Additional budget details attached



**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
10/19/2021	Committee of the Whole - Public Safety	Approve

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

Manufacturing times are lengthy, therefore, the PPE will need to be purchased now to be available for the 2022 wildland season. Due to supply-chain issues, fire shelters for emergency deployments are already on back order, and other items are expected to be delayed as well. During the winter months, many agencies compete for the purchase of this equipment.

**ANTICIPATED RESULT IF NOT APPROVED:**

Firefighters will not suppress wildland fires for more than an hour and are at significant risk of a heat emergency, burn injuries, and foot and leg injuries when not properly outfitted.

**ATTACHMENTS:**

Attachment A - Wildland PPE Background

# WILDLAND FIREFIGHTING

## PERSONAL PROTECTIVE EQUIPMENT (PPE)

### Background

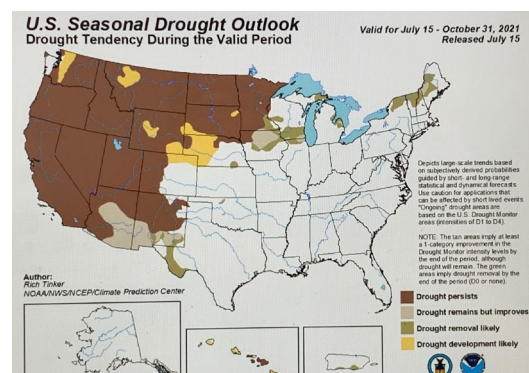
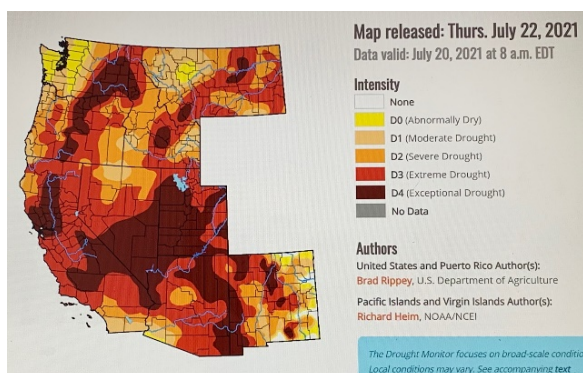
Early this summer, senior Fire Department staff identified the need to add wildland-specific personal protective equipment (PPE) to the ensemble for fire suppression personnel. Presently, only wildland coats are assigned to each seat of the fire apparatus, but they are not sized or issued to individuals. The remainder of the wildland PPE ensemble is missing (helmet, goggles, helmet shroud, head lamp, pants, gloves, boots, radio harness, fire shelter).

### Issue

The need to provide a full protective wildland-specific PPE ensemble has been identified in response to the changing conditions that our firefighters are now facing. These are predominantly related to two factors: climate and vegetation (fuel). Both affect the rate-of-spread and intensity of vegetation fires. While topography is fixed, the climate conditions and fuel are changing.

### Changing Conditions

Over the past two decades, the 'Fire Season' in the western United States has become year-round in many areas and has moved further north year-by-year. Larger and more serious fires are becoming more common. These fires have now reached Washington and British Columbia. Drought conditions leading to prolonged and never-ending fire seasons are now common throughout the western United States. As described by a group of national partnership agencies, including the National Oceanic and Atmospheric Administration (NOAA) the warming climate is expected to both intensify fire-friendly weather conditions, as well as lengthen the season during which very large fires tend to spread. NOAA predicts that, nationwide, the risk of very large fires will increase by a factor of six (6) by 2050. As described in the most-recent drought report published by NOAA, the area protected by the Redmond Fire Department (RFD) is experiencing abnormally dry climate with drought predicted this year.



Temperatures are also predicted to remain above normal and therefore fuel and soil moisture will be below normal. Fuel moisture is the predominant factor as temperatures rise and fall. These conditions have already become noticeable within RFD's boundaries with dead and stressed vegetation. Mature vegetation in this condition, particularly in dense stands, have the potential to develop into very large fires. This trend of warmer temperatures, drought, and increased fire activity is predicted to continue and worsen in the coming years.

### **Vegetation is fuel**

Within the Redmond area, there are over 80 native and 40 introduced plant species. Trees within the RFD (including Fire District 34) includes mostly cedar, Douglas fir, maple, spruce, and western hemlock. Cedar trees are returning in increasing numbers following logging decades ago. With the exception of maple, these species are all conifers, meaning they have needles. When stressed and dry, these needles easily accept fire, which spreads fire rapidly due to the large collective surface area of the needles. Heavy understories of brush contribute to the fuel load and potentiate the spread of fire into trees.

All vegetation within the RFD reaches some degree of flammability during the dry summer months. In drought years, additional plant material may die, contributing to the fuel load. There will normally be enough dead fuel load that has accumulated in 20 to 30-year old brush to give rates of spread about twice as fast as in a grass fire. Under moderate weather conditions that produce a spread rate of one-half foot per second in grass, a 20- to 30-year old stand of brush may have a rate of fire spread of about one foot per second. Fire spread in old brush (40 years or older) has been measured at eight times faster than grass (4-feet per second). Under extreme weather conditions, the fastest fire spread rate in grass can be 12 feet per second or about eight miles per hour; ember showers in strong winds can spread fire even faster.

### **Wildland Urban Interface: Interface v. Intermix**

Interface



16 or more houses per square mile and  
<50% covered with wildland vegetation

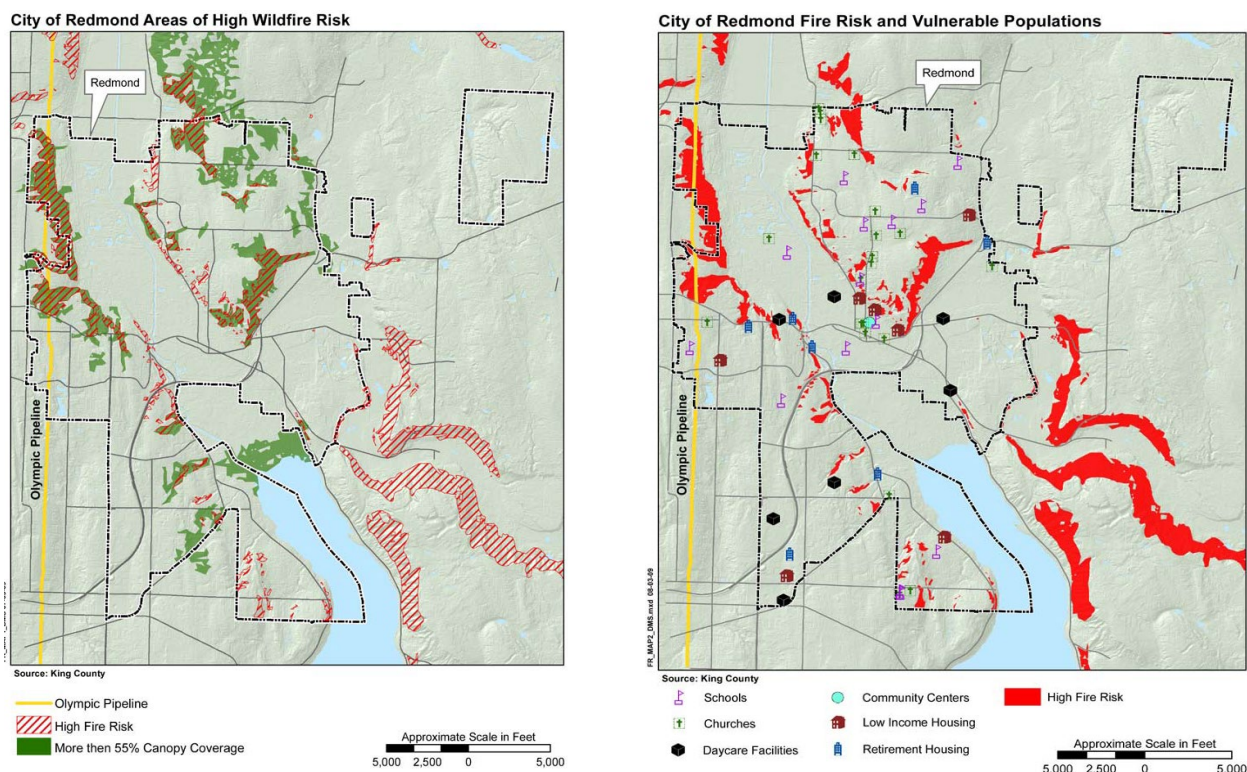
Intermix



16 or more houses per square mile and  
>50% covered with wildland vegetation

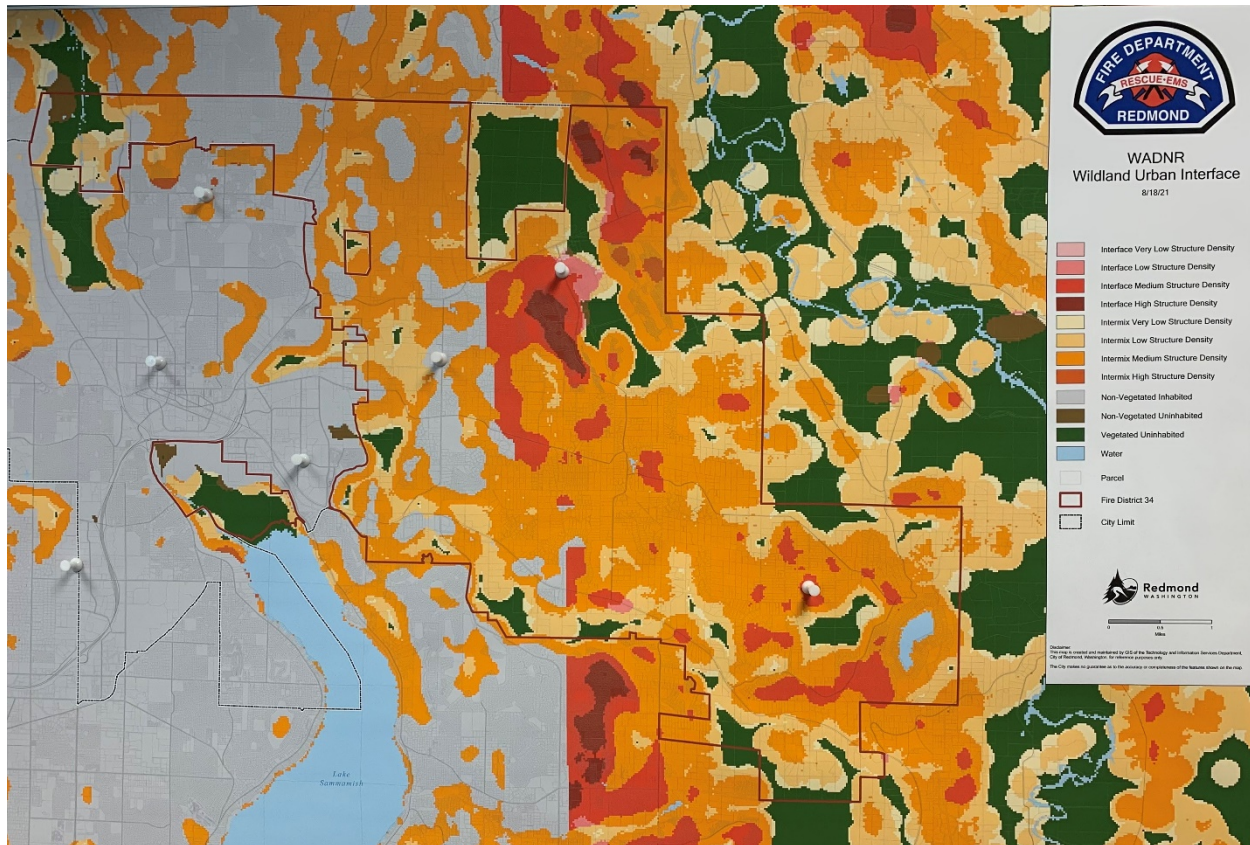


The ability of firefighters to defend and protect structures within an interface area is much more favorable than in an intermix area. Once dense fuel burns, the opportunity to extinguish the fire and protect structures becomes extremely difficult and dangerous. As seen in the maps below from the 2008 City of Redmond Hazards Mitigation Plan Update, large areas of Redmond have both interface and intermix areas.



As can be seen in the figures above, there are several areas within the City that are classified as intermix. Within Fire District 34, much of the area is intermix. On days when a strong east wind is present, a large fire that begins within the District or the east-side of the City, could spread into areas of the City that would support continued fire growth.

In 2021, the Washington State Department of Natural Resources published a statewide map, which also highlights the areas where vegetation is above and below 50% coverage. Together, these maps underscore the volume of fuel and the challenges it will create for firefighters during dry months. Regardless of the 2008 assessment of fire risk and the conclusions that can be drawn from the 2021 map, the volume of fuel will largely remain.



## Major Fires

Major fires are becoming more frequent throughout the northwest as temperatures increase and fuel moistures become lower. When strong winds are introduced, these conditions not only lead to rapidly spreading fire in grass and brush, but also have the potential to climb dead tree limbs (ladder fuels) and become established in the tops of trees, becoming a crown fire. This leads to a conflagration. When this happens, only a significant change in weather or a very large natural barrier will stop the fire. The figure below, depicts the types of wildland fires.



Residential structures within the wildland intermix or interface are therefore at greater threat from a wildfire. Protecting these structures poses a great risk to firefighters. Providing the appropriate PPE ensemble will give the firefighters the best chance to successfully defend and protect structures and extinguish the fires without experiencing a heat emergency or other serious injury. Washington State Administrative Code 296-305-07012,7 limits wildland firefighting time in structural firefighting PPE to one hour. RFD has reached the time where fires have and will continue to extend beyond an hour on a more frequent basis.

### **Summary**

With the changes in climate, the RFD now has a need for full wildland PPE. Staff has received quotations from several vendors, but each cannot provide all the necessary equipment. Therefore, the budget proposal includes several vendors, each representing the lowest price for the same equipment.





## Memorandum

**Date:** 11/16/2021  
**Meeting of:** City Council

**File No.** AM No. 21-172  
**Type:** Consent Item

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

Executive	Malisa Files	425-556-2166
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**DEPARTMENT STAFF:**

Executive	Nina Rivkin	Chief Policy Advisor
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**TITLE:**

Adoption of the City of Redmond 2022 State Legislative Agenda

**OVERVIEW STATEMENT:**

The proposed City of Redmond 2022 State Legislative Agenda has been revised to incorporate Council suggestions from the October 12, 2021, Study Session. The legislative agenda identifies the City's top priority issues and other policy issues the City supports or opposes. In recent years, the City has worked to develop a concise and easily comprehensible legislative agenda that provides flexibility to address issues as they develop. The legislative agenda guides the City's work with our state legislators and day-to-day work before and during the session.

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

**REQUESTED ACTION:**

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

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
RMC 2.80 Representation of City to Legislative Bodies
- **Required:**  
N/A
- **Council Request:**  
Council suggestions were incorporated into the proposed 2022 Legislative Agenda; all the changes are to the Support/Oppose Items except the first and last items below:
  - Support for co-responder programs and crisis intervention: added to the Top Priority Issue, *Social and Criminal Justice Reform*
  - New item, Conservation District Elections: support proposals reforming conservation district elections to address the timing and supervisor terms
  - New item, Chinese American History Month: support legislation declaring January as Chinese American

History Month

- Revised item, *Human Services*: added support for programs and funding for those with mental health challenges; deleted support for mental health response funding, as this item was added to the top priority item, as described above
- New item, *Childcare*: support funding and programs to increase opportunities for affordable childcare
- Revised item, *Culvert, Fish and Habitat Funding*: added support for funding salmon and other wildlife on a watershed basis
- New item, *Economic Recovery*: support proposals that assist small business in their recovery from COVID-19; the title for the “Planning” category has been changed to “Planning and Economic Recovery”; staff merged the two bullets addressing the Growth Management Act and Planning Implementation as there was overlap between the two
- Revised item, *Infrastructure*: support WSDOT Bike-Ped Grant Program and Safe Routes to Schools; changed the bullet title from Public Works Assistance Account (PWAA) to Infrastructure Grant Programs
- Revised 148<sup>th</sup> *Bike Ped Overpass Flyer*: language about employment has been added to the flyer for the 148<sup>th</sup> Bicycle Pedestrian Overpass, under Project Benefits

• **Other Key Facts:**

The 2022 Legislative Session will begin January 10, 2022, and is scheduled to last 60 days. It is the second year of the two-year legislative biennium. During the 2021 session, the Legislature adopted the Operating, Capital, and Transportation budgets for the 2021-2023 biennium. In 2022, the Legislature will develop supplemental budgets that amend these biennial budgets.

In addition to developing and adopting supplemental budgets, the Legislature will consider new policy bills. Notably, all policy bills that did not pass during the 2021 session will automatically carry over to the 2022 session.

**OUTCOMES:**

The City’s legislative work potentially results in state funding for projects identified in the State Legislative Agenda. Additionally, the City successfully advances top priority policy positions and monitors, supports, and opposes other policies that could have a positive or negative impact on the City of Redmond and/or the Redmond community.

**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:**  
**Budget Offer Number:**

☐ Yes

☐ No

☒ N/A



N/A

**Budget Priority:**

N/A

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

***If yes, explain:***

Funding provided by the State for projects on the City's legislative agenda helps support Redmond projects, such as funding for the Senior and Community Center, Overlake Access Ramp, and the Redmond Pool rehabilitation project.

**Funding source(s):**

N/A

**Budget/Funding Constraints:**

N/A

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
10/12/2021	Study Session	Provide Direction

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

The 2022 Legislative Session begins on January 10, 2022. To effectively advocate for the City's Legislative Agenda, it should be approved by Council before the end of the year.

**ANTICIPATED RESULT IF NOT APPROVED:**

The City will not be effective in lobbying for the items on the City's 2022 Legislative Agenda if the legislative agenda is not approved in a timely manner.

**ATTACHMENTS:**

Attachment A: City of Redmond 2022 State Legislative Agenda

Attachment B: City of Redmond 2022 State Legislative Agenda, Track Changes from October 12, 2021, Study Session

Attachment C: City of Redmond Study Session Materials, October 12, 2021

Attachment D: SR 520 and 148<sup>th</sup> Avenue NE Pedestrian Bicycle Overpass Flyer (revised October 2021)



## **CITY OF REDMOND**

### **2022 STATE LEGISLATIVE AGENDA**

#### ***Top Priority Issues***

**148<sup>th</sup> Bicycle and Pedestrian Overpass Funding:** The City encourages the Legislature to adopt a transportation revenue package to invest in projects throughout the state. Within the package, Redmond requests \$27 million to construct a bicycle and pedestrian overpass on 148<sup>th</sup> Avenue NE across SR 520 to improve pedestrian and bicycle safety. This project supports significant growth and investments in the region - including the Overlake Light Rail Station, the Microsoft Refresh project, and significant housing development including affordable units.

**Affordable Housing and Preventing Homelessness:** Redmond developed a Housing Action Plan to identify actions needed to improve housing affordability. The City supports funding and local option tools to diversify the housing supply, including targeted investments at the lowest income level, as well as funding the Housing Trust Fund (HTF) and the Housing Essential Needs (HEN) program. In response to challenges stemming from the COVID-19 pandemic, Redmond supports policies, programs, and rental, mortgage, and utility assistance to ensure residents remain housed as the eviction moratoria ends.

**Environmental Sustainability:** Redmond has declared a climate emergency and is supportive of policies to reduce greenhouse gas emissions and advance environmental health, including decarbonizing the economy, green building codes, energy efficiency requirements, renewable energy, electric vehicle infrastructure, climate resiliency and planning, wildfire risk reduction and protection, reducing the waste stream, and habitat restoration. The City will advocate to ensure these proposals are consistent with the City's environmental sustainability plan and best serve the needs of the Redmond community.

**Social and Criminal Justice Reform:** Implicit bias and racism exist throughout our institutions. Redmond will support systemic reforms that are timely, reasonable, and effective. Specifically, the City supports statewide reforms to policing and corrections to provide greater safety for communities that historically have been harmed by existing systems while maintaining public safety, including efforts that build upon the policies passed during the 2021 Legislative Session. Additionally, the City supports funding for co-responder programs and crisis intervention.

**Fiscal Sustainability:** Redmond encourages the state to identify reforms to the tax system that provide a progressive, equitable, stable, and reliable revenue source to meet the needs of state and local government. The City asks that the Legislature protect and enhance state-shared revenues and authorize flexibility with existing revenues.

**Local Control:** Redmond urges the Legislature to honor local decision-making authority. The City serves as the government closest to the people and is most responsive to the community in meeting its needs.

## ***Support/Oppose Issues***

### **General Government**

- Public Records Act (PRA): Redmond is committed to public records openness and transparency. Redmond joins the Association of Washington Cities (AWC) and others in monitoring studies and implementation of recent PRA updates.
- OPMA Proposal: Redmond supports amendments to the Open Public Meetings Act that enhance public engagement, such as providing cities with greater flexibility to hold virtual meetings during emergencies.
- Conservation District Elections: Redmond supports proposals reforming conservation district elections to address the timing of elections and supervisor terms.
- Chinese American History Month: Redmond supports legislation declaring January as Chinese American History Month.

### **Human Services**

- Human Services Programs and Funding: Redmond supports ongoing and increased funding for programs to protect our most vulnerable populations, including those with mental health challenges.
- Childcare: Redmond supports funding and programs to increase opportunities for affordable childcare.

### **Environment**

- Culvert, Fish and Habitat Funding: Redmond encourages the State to invest in State and local culvert, floodplain, and fish habitat projects to open habitat for salmon and other wildlife on a watershed basis.
- Stormwater Funding: Redmond encourages the State to invest in stormwater projects to help jurisdictions meet National Pollutant Discharge Elimination System (NPDES) permit obligations.

### **Planning and Economic Recovery**

- Growth Management Act (GMA): Redmond supports adding climate change and green building technologies as GMA planning goals, will monitor additional reform proposals, and requests adequate time and funding to implement land use changes directed by the state to ensure adequate public engagement.
- Small Business Support: Redmond supports proposals that assist small businesses in their recovery from the COVID-19 pandemic.

### **Infrastructure**

- Infrastructure Grant Programs: Redmond supports enhanced funding for the Public Works Assistance Account, WSDOT Bike-Ped Grant Program, and Safe Routes to Schools.
- Preservation & Maintenance of Local Roads: Redmond requests direct funding to cities to meet local transportation maintenance needs such as pavement preservation and ADA improvements.
- Park & Recreation Funding: Redmond supports funding programs administered through the Recreation and Conservation Office.

### **Public Safety**

- Basic Law Enforcement Academy Funding: Redmond requests fully funding the Basic Law Enforcement Academy Funding.

### **Redmond Supports the Association of Washington Cities and Sound Cities Association**

## CITY OF REDMOND

### 2022 STATE LEGISLATIVE AGENDA

#### **Guiding Principles:**

The City has adopted the following principles to guide the City's Legislative Agenda:

- **Protect home rule and local authority:** The Legislature should refrain from pre-empting the authority of local cities and communities which are closest to the citizens they serve.
- **Refrain from imposing unfunded or “under-funded” mandates:** It is important that the Legislature refrain from imposing new unfunded or “under-funded” mandates upon local jurisdictions unless there is adequate funding provided to implement them.
- **The State should not erode local revenues and local taxing authority:** As “creatures of the State,” cities in Washington have only the taxing and revenue authority directly provided to them by the State Legislature. It is vital that lawmakers refrain from making decisions that erode or eliminate those revenues and the local taxing authority that is given to cities.
- **The State should preserve Operating, Capital, and Transportation budget funding that flows to cities:** Redmond urges the Legislature to refrain from cutting or eliminating operational and infrastructure funding for Redmond and other cities, including the Connecting Washington projects and timelines as previously scoped.
- **The Legislature should reward jurisdictions that step up to implement the policy goals developed by the State, as it exercises its decision-making, particularly in grant and loan programs:** Redmond is an example of a city doing the right things to implement the Growth Management Act (GMA), accommodate density, ensure the urban centers of downtown and Overlake are conducive to “transit-oriented” and pedestrian-friendly development, embrace “green building”, climate-change and Vehicle Miles Traveled (VMT) strategies, etc. As it makes funding and policy decisions regarding grant and loan programs, the State should find ways to reward jurisdictions, such as Redmond, that carry out and embrace these policy objectives.



**CITY OF REDMOND**  
**DRAFT 2022 STATE LEGISLATIVE AGENDA**  
***Top Priority Issues***

**148<sup>th</sup> Bicycle and Pedestrian Overpass Funding:** The City encourages the Legislature to adopt a transportation revenue package to invest in projects throughout the state. Within the package, Redmond requests \$27 million to construct a bicycle and pedestrian overpass on 148<sup>th</sup> Avenue NE across SR 520 to improve pedestrian and bicycle safety. This project supports significant growth and investments in the region - including the Overlake Light Rail Station, the Microsoft Refresh project, and significant housing development including affordable units.

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October 18, 2021-November 16, 2021

## Support/Oppose Issues

### General Government

- Public Records Act (PRA): Redmond is committed to public records openness and transparency. Redmond joins the Association of Washington Cities (AWC) and others in monitoring studies and implementation of recent PRA updates.
- OPMA Proposal: Redmond supports amendments to the Open Public Meetings Act that enhance public engagement, such as providing cities with greater flexibility to hold virtual meetings during emergencies.
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### Mental Health and Human Services

- Human Services Programs and Funding: Redmond supports ongoing and increased funding for programs to protect our most vulnerable populations, including those with mental health challenges.
- Childcare: Redmond supports funding and programs to increase opportunities for affordable childcare.
- Mental Health Response Funding: Redmond supports increased funding to serve those facing mental health challenges, such as crisis intervention and mental health co-responders.

### Environment

- Culvert, Fish and Habitat Funding: Redmond encourages the State to invest in State and local culvert, floodplain, and fish habitat projects to open habitat for salmon and other wildlife on a watershed basis.
- Stormwater Funding: Redmond encourages the State to invest in stormwater projects to help jurisdictions meet National Pollutant Discharge Elimination System (NPDES) permit obligations.

### Planning and Economic Recovery

- Planning Implementation: Redmond requests adequate time and funding to implement land use changes directed by the state to ensure adequate public engagement.
- Growth Management Act (GMA): Redmond supports adding climate change and green building technologies as GMA planning goals, will monitor additional reform proposals, and requests adequate time and funding to implement local planning land use changes directed by the state to ensure adequate public engagement.
- Small Business Support: Redmond supports proposals that assist small businesses in their recovery from the COVID-19 pandemic.

### Infrastructure

October 18, 2021 November 16, 2021

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- Public Works Assistance Account (PWAA) Infrastructure Grant Programs: Redmond supports enhanced fully funding for the Public Works Assistance Account, WSDOT Bike-Ped Grant Program, and Safe Routes to Schools.

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#### Redmond Supports the Association of Washington Cities and Sound Cities Association

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## CITY OF REDMOND 2022 STATE LEGISLATIVE AGENDA

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- **The Legislature should reward jurisdictions that step up to implement the policy goals developed by the State, as it exercises its decision-making, particularly in grant and loan programs:** Redmond is an example of a city doing the right things to implement the Growth Management Act (GMA), accommodate density, ensure the urban centers of downtown and Overlake are conducive to "transit-oriented" and pedestrian-friendly development, embrace "green building", climate-change and Vehicle Miles Traveled (VMT) strategies, etc. As it makes funding and policy decisions regarding grant and loan programs, the State

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~~October 18, 2021~~ November 16, 2021

should find ways to reward jurisdictions, such as Redmond, that carry out and embrace these policy objectives.

~~October 18, 2021~~November 16, 2021

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# Redmond Requests \$27M in *Forward Washington and Miles Ahead*



## SR 520 & 148th Avenue NE Pedestrian Bicycle Improvements To Improve Pedestrian Bicycle Safety

### Project Benefits

- Improves pedestrian and bicycle safety through a congested corridor that crosses over SR 520
- Connects the SR 520 Regional Trail to transit-oriented jobs and housing on both sides of SR 520 in the Overlake Urban Center, the third-largest job center in Puget Sound.

### Project Improvements

- Construct a dedicated pedestrian and bicycle path on the east side of 148 Avenue NE across SR 520, connecting Microsoft to the Overlake Village neighborhood south of SR 520
- Implements a high priority project recommended in WSDOT's SR 520 Multi-Modal Corridor Study



**THE OVERLAKE URBAN CENTER** borders Bellevue and is adjacent to SR 520. Overlake is the third-largest jobs center in Puget Sound, with more than 48,000 jobs – expected to grow to 70,000 jobs by 2030, in 10 years.

Redmond's population of 70,000 nearly doubles to 135,000 during the day with the influx of employees from throughout the region. Job opportunities with Microsoft Corporation, Nintendo of America, Honeywell and other high-tech companies and businesses and services to support them attract talent from all over the world and contribute to Redmond's diversity, where 40% of residents are foreign born.

In 2023, light rail service will begin from Seattle and South King County to Overlake. Two light rail stations in Overlake will connect workers from around the region to this major employment center, including essential workers traveling from Bellevue, Seattle and South King County.

Thousands of people will be able to live close to work in Overlake with new transit-oriented development adding 5,000 housing units and 15,000 jobs from 2010 to 2030, including over 300 affordable apartments being constructed in the near term. The proposed pedestrian bicycle path across SR 520 will provide additional access between home and work.

Public investments – Sound Transit Light Rail, City infrastructure, and State transportation projects – leverage significant private sector investment in Overlake. This area is being redeveloped into an urban community with multi-use developments, including Seritage and Esterra Park, adding significant housing, hotel rooms, office and commercial space.

The most significant private development is the Microsoft Refresh project, where Microsoft is making a multibillion-dollar investment into its Redmond headquarters in Overlake.

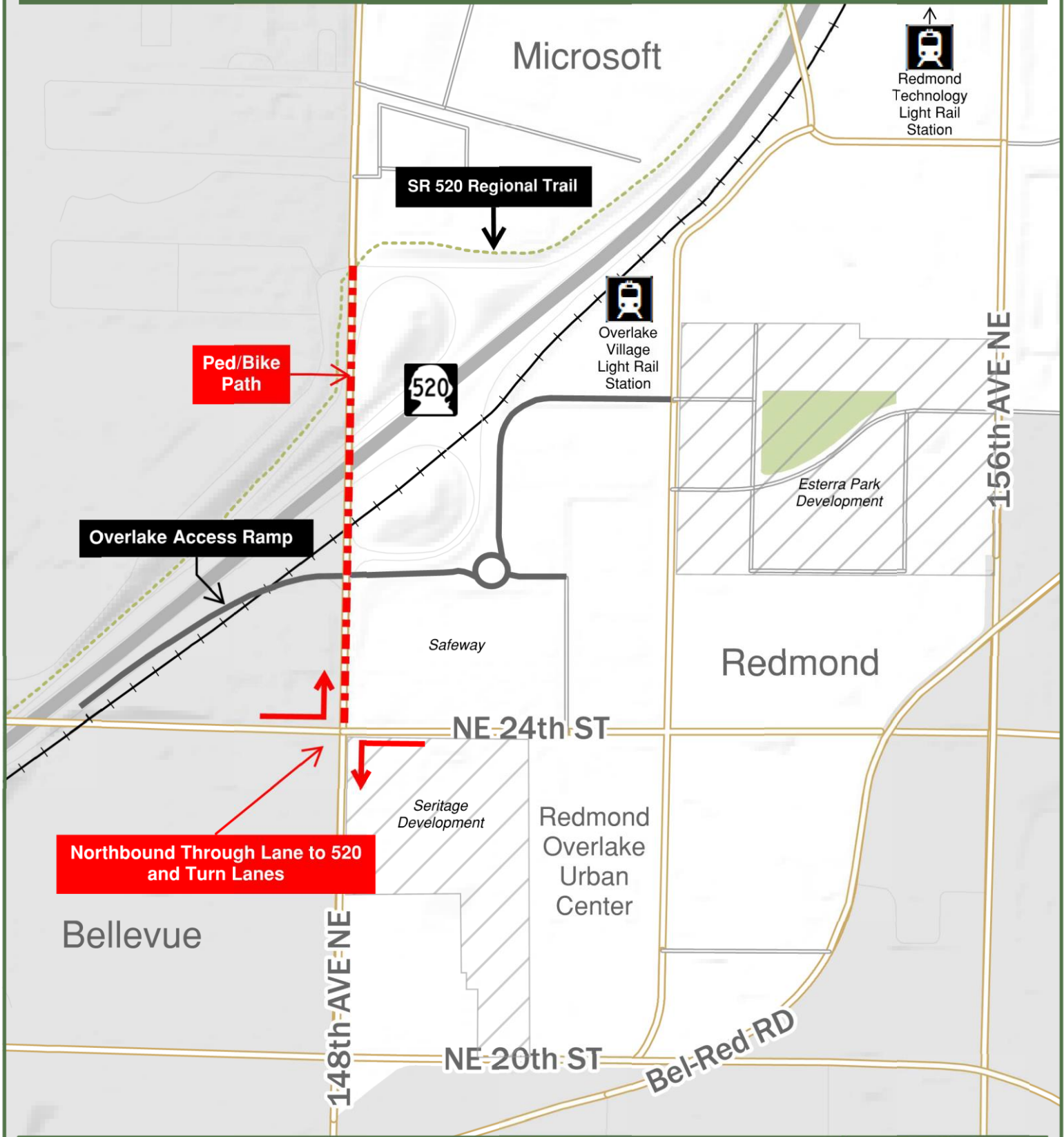


### Contacts:

Angela Birney, Mayor, [mayor@redmond.gov](mailto:mayor@redmond.gov), (425) 556-2101  
Briahna Murray, City Lobbyist, [bmurray@gth-gov.com](mailto:bmurray@gth-gov.com), (253) 310-5477

# SR 520 & 148th Avenue NE Transportation Improvements

City of Redmond, Washington



Disclaimer: This map is created with data maintained by GIS Services Group, Technology and Information Services, City of Redmond, Washington. For reference

## LEGEND

- Projects
- SR 520
- Arterial
- Local
- Trail
- City Park





## Memorandum

**Date:** 11/16/2021  
**Meeting of:** City Council

**File No.** AM No. 21-173  
**Type:** Staff Report

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

Planning and Community Development	Carol Helland	425-556-2107
------------------------------------	---------------	--------------

**DEPARTMENT STAFF:**

Planning and Community Development	Jeff Churchill	Long Range Planning Manager
Planning and Community Development	Becky Frey	Principal Planner
Planning and Community Development	Glenn Coil	Senior Planner
Planning and Community Development	Ian Lefcourte	Planner
Planning and Community Development	Beverly Mesa-Zendt	Deputy Director

**TITLE:**

Redmond 2050 Quarterly Update - Fourth 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 November 16, 2021, business meeting. The main topics to be covered are policy options and alternatives for Overlake and an initial set of policy considerations for the Parks, Arts, Recreation, Conservation, and Culture (PARCC) Element.

At the Council's November 23 study session, staff will seek Council input on Overlake topics so that staff can incorporate that direction into the first draft of the updated Urban Centers Element and Overlake Neighborhood Plan Addendum. Staff anticipates that those drafts will be published in the first quarter of 2022.

☒ **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:**  
None.

#### **OUTCOMES:**

The key outcomes from work conducted in October and early November is a refined understanding of community priorities related to accommodating growth in Overlake as well as an initial understanding of policy topics to consider in updating the PARCC Element.

Overlake. During the past quarter, staff identified Overlake policy topics where there is tension between themes, values, or adopted plans. Staff continues to seek community input on how to address such tensions. The areas of tension on which staff sought feedback are:

- Streamlining/simplifying Overlake neighborhood subareas
- Maximizing opportunity for transit-oriented development

*Many of the policy considerations for Overlake can be finalized only after selecting a preferred growth alternative since the alternatives impact how much growth will be accommodated in Overlake. Staff anticipates a preferred alternative being selected next spring.*

See Attachment B for additional details.

PARCC. Staff sought initial input from the Redmond 2050 Community Advisory Committee, Parks and Trails Commission, and Planning Commission on topics to be considered during the PARCC Element and PARCC Plan updates. Draft policy considerations are contained in Attachment C, with initial input from those groups summarized in Attachment D. Planning and Parks staff will work together with the PARCC Plan update consultant, expected to be on board in late 2021/early 2022, to develop a coordinated outreach plan that addresses the PARCC Element and PARCC Plan updates.

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

Redmond 2050 Community Advisory Committee (CAC) Update. The Redmond 2050 CAC has met monthly since November 2020. They have provided valuable input on all topics considered to date. The Committee has experienced some membership changes with four members resigning due to schedule conflicts and relocation. We are pleased to welcome one new member, with Mayor Birney's recent appointment of Siri Bliesner. Ms. Bliesner is a long-time Redmond resident, member of the El Centro Cultural Mexicano Board, and member of the Lake Washington School Board.

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

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

Previous and Current (Q4 2021)

- Overlake (continued)
  - multifamily property management companies
  - businesses
  - residents
  - service providers
- Equity, sustainability, and resiliency in the built environment (continued)
- PARCC: policy considerations
- Climate Vulnerability Assessment outreach

Planned (Q1 2022)

- Housing, Economic Vitality, Transportation, and Overlake first draft policy and regulatory updates
- Draft environmental impact statement

- **Outreach Methods and Results:**

Outreach methods have included or will include:

- Redmond 2050 Website
- Let's Connect questionnaires
- Press release
- Social media
- Posters & yard signs
- Posters
- Utility Bill inserts
- Emails to City eNews, Redmond 2050, and Parks & Recreation lists
- Emails to partner organizations
- Stakeholder input
- Focus group meetings
- Boards & Commissions meetings
- Hybrid and remote workshops and interviews
- Tabling at community events and around the community
- Translation of selected materials
- Community Advisory Committee input
- Property owner notifications via mail (potential rezoning notice)

- **Feedback Summary:**

See Attachment E for a summary of Q4 2021 community involvement. 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>](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) and BERK for the Climate Vulnerability Assessment (\$125,000).

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
10/6/2020	Business Meeting	Approve
11/17/2020	Business Meeting	Receive Information
3/16/2021	Business Meeting	Receive Information
3/23/2021	Study Session	Provide Direction
6/15/2021	Business Meeting	Receive Information
6/22/2021	Study Session	Provide Direction
9/21/2021	Business Meeting	Receive Information
9/28/2021	Study Session	Provide Direction

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
11/23/2021	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: Redmond 2050 Overview

Attachment B: Overlake Policy Options and Alternatives

Attachment C: PARCC Existing Conditions, Draft 1.0

Attachment D: PARCC Policy Considerations Initial Input

Attachment E: Community Involvement Summary - Q4 2021

Attachment F: Presentation Slides

## Comprehensive Plan - Adopts Vision for the City



PHASE ONE

PHASE TWO

Continual  
Support:



Community  
Involvement



Environmental  
Review

## Functional & Strategic Plans - Defines How Vision will be Implemented



PHASE ONE

PHASE TWO

## Financing & Implementation



BOTH PHASES



**2021**

## **Council Review Topics**

**1st  
Quarter**

- **Existing Conditions**
- **Policy Considerations**
- **Growth Targets**

**2nd  
Quarter**

- **Growth Scenarios**

**3rd  
Quarter**

- **Policy Options and Alternatives: Housing, Economic Vitality, Transportation**



**4th  
Quarter**

- **Policy Options and Alternatives: Overlake**
- **Policy Considerations: PARCC**

**2022**

## **Council Review Topics**

**1st**  
Quarter

- **Growth Alternatives Report Cards (*intro*)**
- **Draft Environmental Impact Statement (*intro*)**

**2nd**  
Quarter

- **Policy and Regulatory Updates: Housing, Economic Vitality, Transportation, Overlake**
- **Preferred Growth Alternative**

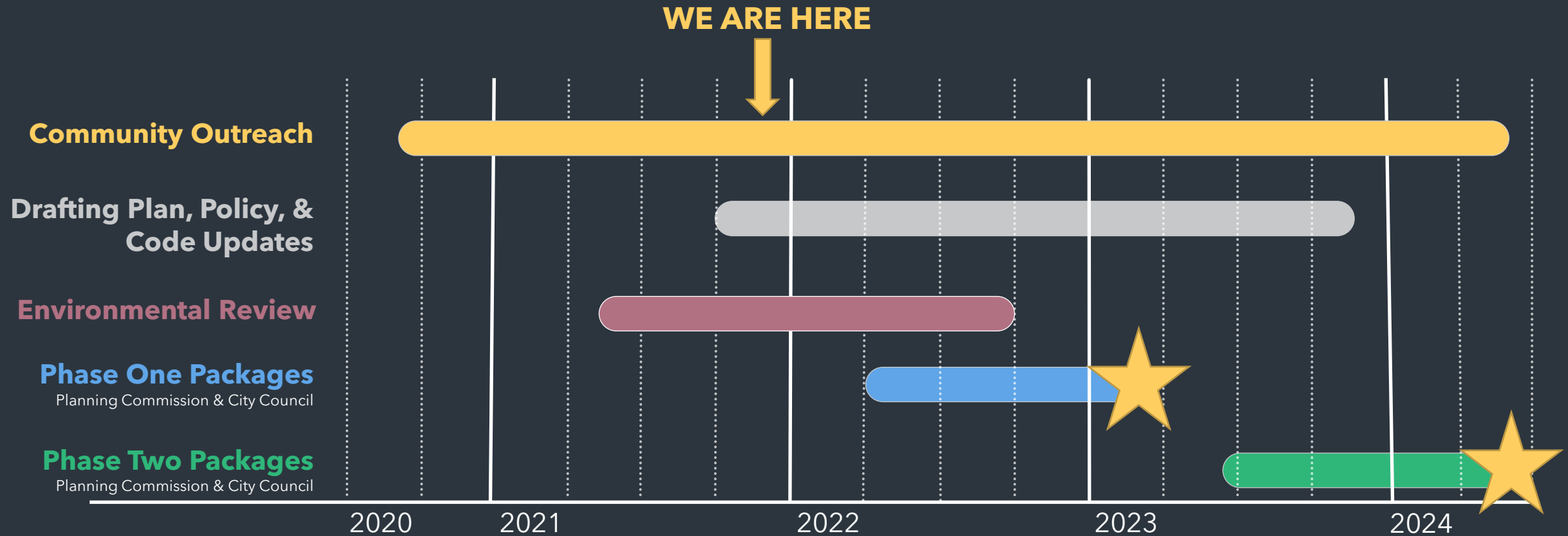
**3rd**  
Quarter

- **Policy and Regulatory Updates: Housing, Economic Vitality, Transportation, Overlake**
- **Phase 2 Element Policy Considerations**

**4th**  
Quarter

- **Policy and Regulatory Updates: Housing, Economic Vitality, Transportation, Overlake**

# Redmond 2050 Timeline



Phase 1 addresses critical needs, expiring programs, etc.  
Plan update must be completed by June 30, 2024

# Recent and Upcoming Activities



## Q4 2021

- Completion of three-month series of community workshops
- Preparation of first drafts of policies and regulations for housing, economic vitality, transportation, and Overlake, including drafting regulatory options for consolidating the Overlake zoning districts
- Initial community engagement on PARCC policy considerations
- Continued community engagement on Overlake Plan update and equity, sustainability, and resiliency in the built environment
- Continued travel demand modeling
- Continued environmental analysis and preparation of preliminary environmental impact statement
- Stakeholder and technical expert engagement on the initial outputs from the Climate Vulnerability Assessment
- Continued development of draft transportation project recommendations
- Monthly CAC meetings
- Monthly Planning Commission meetings

## Q1 2022

- Preparation and publication of first drafts of policies and regulations for housing, economic vitality, and transportation, and Overlake
- Community engagement on the first drafts of housing, economic vitality, transportation, and Overlake policies and regulations
- Publication of growth alternative report cards
- Publication of draft environmental impact statement
- Community engagement on the Climate Vulnerability Assessment initial findings
- Preparation and publication of draft transportation project recommendations together with community engagement to solicit input on the draft
- Monthly CAC meetings
- Monthly Planning Commission meetings

## Policy Options and Alternatives: Overlake

### Contents

Policy Consideration:

**Streamlining/Simplifying Overlake Neighborhood Subareas** (LU-A, LU-C, LU-F) ..... 2

Policy Consideration:

**Maximize Opportunity for Transit Oriented Development** (LU-C, LU-F, LU-H) ..... 8

## Policy Consideration: Streamlining/Simplifying Overlake Neighborhood Subareas (LU-A, LU-C, LU-F)

### Topics:

- Consolidate and reduce the number of Land Use and Zoning Categories (LU-A)
- Lands around TOD should leverage opportunities provided by access to transit, such as walkable neighborhoods, reduced reliance on automobiles, and affordable housing (LU-C)
- Evaluate land use barriers to office construction and employment in the Urban Centers (LU-F)

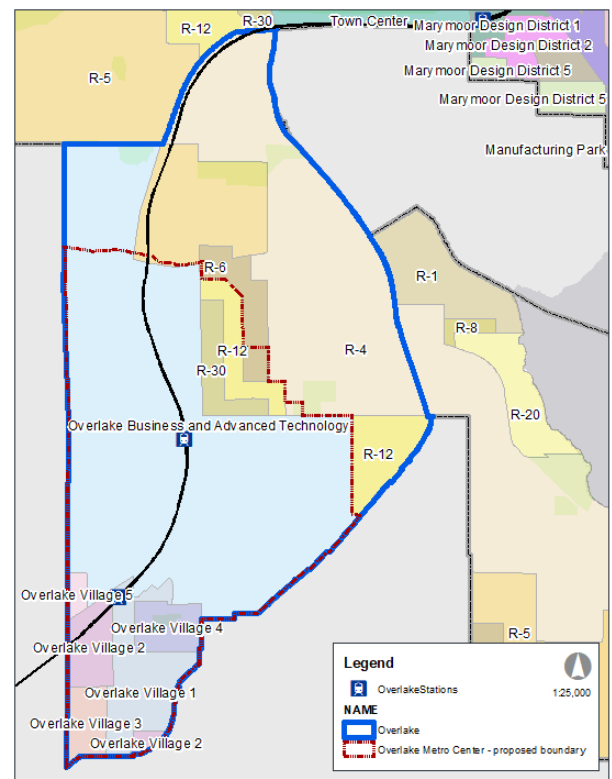
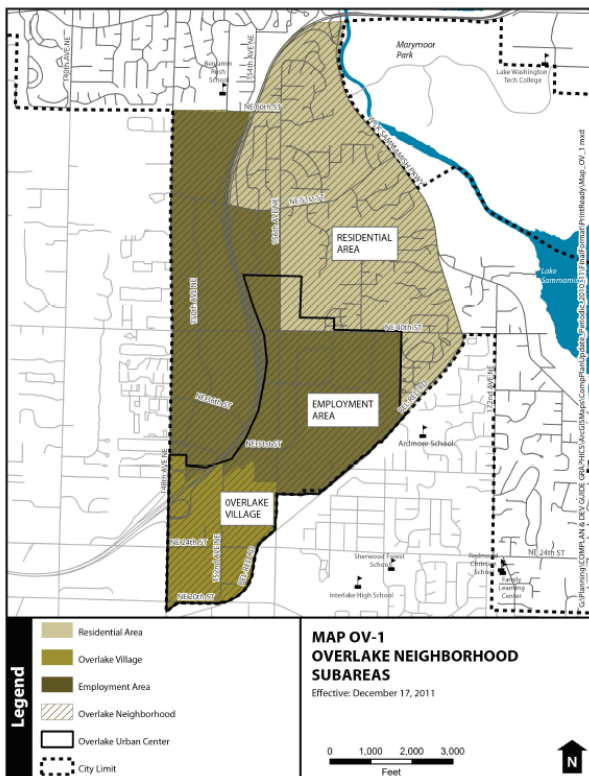
**Policy question:** How should Overlake subareas be organized?

There is a tension between clearly demarcating the employment areas and Overlake Village and consolidating the Overlake Village and Employment areas into a single Overlake Mixed-Use Subarea to allow more flexibility in uses.

## Background or Context

### Subarea Overview

Within the Overlake neighborhood are three subareas: Overlake Village, the Employment Area and the Residential Area as shown in Map OV-1.



## Overlake Village

Purpose:

- Overlake Village is envisioned to become an urban mid-rise, mixed-use neighborhood that functions as the core of the Overlake Neighborhood. It is intended to provide for significant residential growth, while remaining part of a larger, vibrant commercial area that is a destination for many. It provides attractive and safe places to live close to amenities, such as restaurants, frequent transit service, and a network of parks, sidewalks and trails.

Examples:



## Employment Area

Purpose:

- The Employment Area is intended to remain a home to major corporations and high technology research and development businesses, as well as compatible manufacturing uses, while maintaining a campus-like environment. Smaller developments within this area are intended to provide for employees' basic shopping needs and services and to provide opportunities for employees to live near work.

Examples:





## Residential Area

Purpose:

- The northeastern portion of the neighborhood includes a collection of single-family and multifamily neighborhoods.<sup>1</sup>
- Maintaining the traditional residential character of these areas is an important community objective.

Examples:



## Trends

### Office Developments

The Overlake neighborhood contains more than 44,000 jobs, making it the third largest job center in the region. The current land use around the future Overlake Village Station and Redmond Technology Station is predominantly commercial.

Microsoft is replacing 12 office buildings with 17 buildings totaling 3 million square feet at its main Overlake campus. The project has a clustered village design that will encourage multimodal travel and include shops, restaurants, and sports facilities. Microsoft is also kicking off additional renovations to the Red West campus and a campus master planning process is underway to determine future space needs and expansion plans.

Office space is also proposed as part of the Esterra Park, Seritage, and Limited Edition master plans.

### Overlake Mixed Use Communities

The Esterra Park 26-acre and Seritage 13-acre Master Planned Developments are examples of how Overlake land use patterns are changing and recent mid-rise transit-ready developments. The owners of the Onyx & Eaves properties near NE 40<sup>th</sup> St and 156<sup>th</sup> Ave NE have requested up-zoning due to their proximity to Microsoft and the new Redmond Technology Station.

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<sup>1</sup> The statement included here is from the existing Comprehensive Plan. Please note that the multifamily developments are moving into the Metro Center boundary and a new zoning district is being drafted for these areas. What remains will be primarily single-family detached homes.



## Growth Targets

The regional planning process has resulted in Redmond being allocated growth of 24,000 new jobs and 20,000 housing units by 2044. Extrapolating to 2050, that is approximately 30,000 jobs and 25,000 housing units. The growth scenarios that have been developed for evaluation include different percentages of that overall growth being assigned to Overlake. Growth in Overlake ranges from about 6,000 to about 20,000 jobs, and about 4,600 to 11,900 homes.<sup>2</sup>

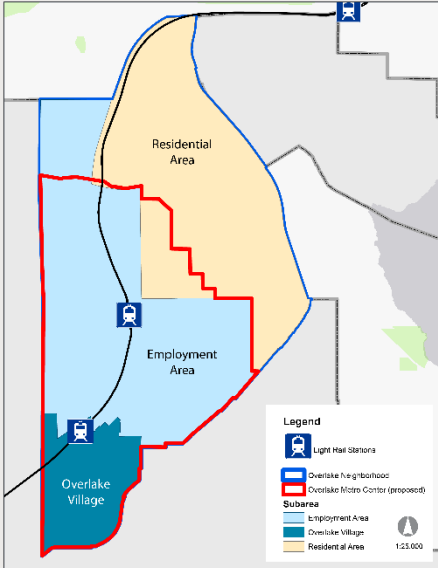
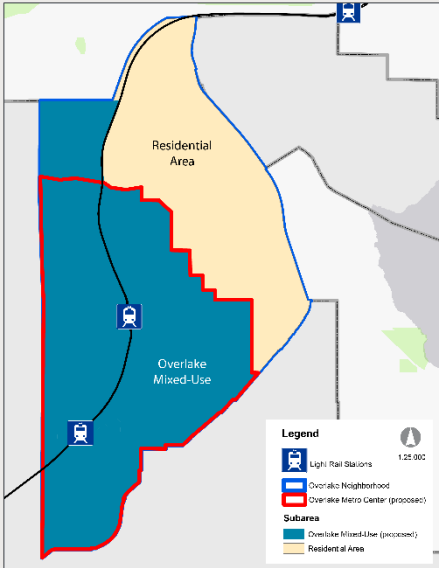
## Stakeholder Feedback

Community engagement is ongoing as of early October 2021. To date staff have heard that diversity in land uses, services, businesses, and other aspects of the neighborhood are valued. Stakeholders have expressed a desire for small retail spaces for locally owned businesses, less complexity and layering in the zoning, housing opportunities near jobs, and transitions on the periphery of Overlake.

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<sup>2</sup> The actual number assigned to Overlake may be different and will be based on community feedback and the preferred alternative developed through a SEPA Environmental Impact Statement process over the next year.

Analysis: LU-A, LU-C, LU-F

LU-A, LU-C, LU-F: Streamlining/Simplifying Overlake Neighborhood Subareas		
Option 1: Keep the existing clear demarcation between the employment areas and Overlake Village area		2: Consolidate the Overlake Village and Employment areas into one subarea and allow more flexibility in uses
Potential Strategies		
Potential Strategies	<div><ul style="list-style-type: none"><li>• Maintain the focus on offices, corporate campuses, research and development, compatible high technology manufacturing, distribution, and business services that directly support surrounding businesses</li><li>• Campus style of development pattern remains in place in the Employment Area, potentially with taller buildings near the Redmond Technology light rail stations while retaining a buffer between the Employment Area and the Residential Area.</li></ul></div> <div></div>	<div><ul style="list-style-type: none"><li>• Combine the Overlake Village and Employment subareas into one - Overlake Mixed-Use - including all the Metro Center area and the OBAT zoning district. Keep the residential district as-is, except incorporate existing multifamily into the Metro Center boundary.</li><li>• Update policies and statement of intent to allow more flexibility of uses and building typologies while retaining buffering between the surrounding residential areas.</li><li>• Revise policies and design standards to provide transitions between the Metro Center boundary (shown in blue on the map below) and surrounding residential areas.</li></ul></div> <div></div>

## LU-A, LU-C, LU-F: Streamlining/Simplifying Overlake Neighborhood Subareas

**Option 1:** Keep the existing clear demarcation between the employment areas and Overlake Village area

**Option 2:** Consolidate the Overlake Village and Employment areas into one subarea and allow more flexibility in uses

### Themes Analysis

<b>Equity &amp; Inclusion</b>	Maintains the existing focus on jobs in the Employment Area and a mix of uses with focus on residential in Overlake Village. Jobs may be less accessible, which is an impact that could be mitigated through investments in multimodal mobility. This provides a separation of housing from employment and thus limits the availability of affordable housing near employment.	Could potentially increase opportunities for housing in what is currently the Employment Area, allowing for more people to live closer to work. This potential is limited as commercial property owner-occupiers control much of the land in the Employment Area.
<b>Sustainability</b>	Continued job growth in Employment Area would promote economic sustainability. Environmental sustainability could be enhanced through the planned transit-oriented development employment uses near light rail to limit car dependence.	Adds additional sustainability due to the improved flexibility of uses and building typologies by encouraging mixed-use over a broader area. By providing more opportunities for mixed-use with residential, improves sustainability by providing housing within walking distance of employment.
<b>Resiliency</b>	Keeping the subareas distinct could be accomplished in a pro-resilient manner.	Adds additional resiliency due to the increased flexibility of uses. Focus just on employment maximizes use of transit but doesn't take into consideration other priorities. By having a mix of uses that have different peak times (residential, etc.) the neighborhood is safer and more vibrant and more resilient over time.
<b>Other Considerations</b>	Retains the existing distinction between the employment areas and Overlake Village mixed-use, but may result in the need to concentrate taller building typologies in Overlake Village to the extent an office campus feel is maintained in the Employment Area (do accommodate the growth anticipated).	<ul style="list-style-type: none"> <li>Leaves the residential area substantially in place as-is.</li> <li>Departs from current policies that indicate a preference for office campus style developments and focuses instead on mixed-use throughout the employment and Village areas.</li> <li>Allows for significant streamlining of policies, reducing the number of policies.</li> </ul>

## Policy Consideration: Maximize Opportunity for Transit Oriented Development (LU-C, LU-F, LU-H)

### Topics:

- Lands around light rail stations should leverage opportunities for transit-oriented development (TOD) provided by access to frequent high-capacity transit, such as walkable neighborhoods, reduced reliance on automobiles, and affordable housing (LU-C)
- Evaluate land use barriers to office construction and employment in the Urban Centers (LU-F).
- Review how “neighborhood character” has been practically defined and applied in the past to ensure it does not unduly exclude desired changes and updates. (LU-H)
- Update policies that are out of date or in conflict with anticipated growth.

### Policy question: How should existing policies, that may limit the ability to implement TOD, be modified or eliminated?

There is a tension between several policies that may limit the ability to implement TOD in Overlake and the imperative to accommodate anticipated growth in an equitable, inclusive, sustainable, and resilient manner.<sup>3</sup>

- Policies calling for campus style development in the Employment subarea may be outdated and in impede progress toward meeting mandated growth targets.
- Policies that speak to very specific business sectors may impede the ability to implement new transit-oriented building typologies.
- Policy calling for preserving the views of the Cascade Mountains from public vantage points may be too broad and in conflict with the taller building typologies that accommodate growth in Overlake.

## History

### Development in Overlake

The existing vision and policy direction for the Overlake Employment Area dates to 1999 neighborhood plan update. By that time there was already a high concentration of jobs in the Overlake Employment Area as well as an early vision for how the area would eventually be served with high-capacity transit. The vision for the Employment Area has remained substantially the same since 1999 while the vision for Overlake Village has evolved to include a greater mix and density of uses that serves commercial needs for nearby areas and provides attractive and safe places to live close to shopping, restaurants, frequent transit service, and other amenities.

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<sup>3</sup> See memo for Planning Commission September 29, 2021.

## Trends

### Development in Overlake

The development trends in Overlake have been consistent with the existing vision. Major office expansions are underway at Microsoft while transit-ready mixed-use developments are planned, under construction, or completed in Overlake Village. Transportation trends are also aligned with the vision, with the advent of the B Line RapidRide serving Overlake in 2011 and the construction of the Overlake Village and Redmond Technology light rail stations that will open in 2023.

### Stakeholder Feedback

Community engagement is ongoing as of early October 2021. With respect to maximizing transit-oriented development opportunity, staff have heard support for focusing growth within about a half-mile of the station. Community stakeholders have indicated that they are looking forward to transportation improvements in Overlake (all modes), additional parks, and cultural amenities. Community members have expressed concern about traffic, creating urban canyons, losing trees, and displacement. Staff expects to gather additional opinions on all of those topics during October and November 2021.

## Analysis: LU-C, LU-F, LU-H

LU-C, LU-F, LU-H: Maximize Opportunity for Transit Oriented Development			
Option	1: Maintain existing policies related to campus style developments, views, and business sectors.	2: Significantly modify or remove policies related to campus style developments, views, and business sectors to maximize TOD potential.	3. Focus on maximizing TOD potential around the light rail stations and maintain existing policy direction in the rest of OBAT.
Potential Strategies			
Potential Strategies	<ul style="list-style-type: none"> <li>Keep existing policy language</li> <li>Add language that focuses taller building typologies in the Overlake Village, rather than in the Employment Area (OBAT zone), to accommodate growth.</li> </ul>	<ul style="list-style-type: none"> <li>Replace existing policy language with language that expresses support for mixed-use TOD and urban office buildings in the Employment Area.</li> <li>Add support for additional business sectors in policy language.</li> <li>Identify specific view points or corridors that are important to preserve and not in conflict with station area TOD objectives, including views from above ground level (bridges, rooftops, etc.).</li> </ul>	<ul style="list-style-type: none"> <li>Revise policy language to specify that TOD in Employment Area - in a broad array of business sectors - should be focused only on properties closest to the light rail station.</li> <li>Identify specific viewpoints or corridors that are important to preserve and not in conflict with station area TOD objectives, including views from above ground level (bridges, rooftops, etc.).</li> </ul>
Themes Analysis			
Equity & Inclusion	<p>Raises distributional equity concerns by focusing more of the benefits and impacts of growth into a smaller area (Overlake Village).</p> <p>Smaller and older buildings are usually more affordable, which could keep some affordable commercial options in place in the Employment Area if there is less redevelopment pressure there.</p>	<p>Maximizes distributional equity potential throughout the Employment and Overlake Village subareas.</p> <p>Adding additional uses could improve equity by expanding business options and business relocation opportunities.</p> <p>Might see additional redevelopment pressure on older business campus sites in the Employment Area, which may increase displacement risk.</p> <p>Views from above ground-level may not be accessible to those with limited mobility.</p>	<p>Similar to option 1, with relocation opportunities and displacement risks also near the Redmond Technology Station.</p> <p>Views from above ground-level may not be accessible to those with limited mobility.</p>

### LU-C, LU-F, LU-H: Maximize Opportunity for Transit Oriented Development

Option	1: Maintain existing policies related to campus style developments, views, and business sectors.	2: Significantly modify or remove policies related to campus style developments, views, and business sectors to maximize TOD potential.	3. Focus on maximizing TOD potential around the light rail stations and maintain existing policy direction in the rest of OBAT.
<b>Sustainability</b>	Environmental sustainability benefits may be realized more quickly in Overlake Village as newer, greener, and transit-oriented development is built over time.	More likely to result in environmentally sustainable development pattern in both Overlake Village and the Employment Area.  Potential to combine viewpoints with green roof amenities.	Similar to option 1, but adding the Redmond Technology Station area as an area that would be likely to experience the environmental sustainability benefits of TOD more quickly.  Potential to combine viewpoints with green roof amenities.
<b>Resiliency</b>	Not as flexible or responsive to market preferences for business sectors or building typologies.	Maximizes flexibility and diversity of uses, increasing resiliency.  Adding view options that are not at ground level adds options, which improves resiliency if ground-level view options are not available.	Similar to option 1, but with increased resiliency around the Redmond Technology Station.  Adding view options that are not at ground level adds options, which improves resiliency if ground-level view options are not available.
<b>Other Considerations</b>	Keeping a broad view policy allows for creativity and flexibility in implementation. This would require making the policy intent very clear.	Choosing option 3 here may be in conflict with option 1 in the previous discussion.	

# Parks, Arts, Recreation, Culture, and Conservation

## Introduction

The Parks, Arts, Recreation, Culture and Conservation (PARCC) Element of the Comprehensive Plan advances Redmond's vision for the future by helping to maintain the community's high quality of life and meeting the City's diverse recreational, social and cultural needs .

Redmond's park, recreation, arts and open space system, guided by the policies in the PARRC Element, has the following basic functions:

- **Parks and Trails:** Protecting Redmond's natural beauty through a vibrant system of parks and trails that promote a healthy community.
- **Arts and Culture:** Recognizing the City's history and heritage, and celebrating the culture, customs, and creativity of our community members through public art, arts facilities, arts and music performances, events, programs, and classes.
- **Recreation:** Providing residents of all ages with wholesome and diverse recreational and cultural opportunities in clean, safe, and accessible facilities.
- **Conservation:** Protecting and enhancing sensitive environmental areas and wildlife habitat, preserving significant historical and cultural places, and developing parks using smart growth principles.

## State & Regional Planning Context

Federal requirements.

### The Americans with Disabilities Act (ADA)

The American's with Disabilities Act is a civil rights law that requires all state and local governments to provide equal access to programs and services for all community members; the law went into effect in 1992. The ADA prohibits discrimination against individuals with disabilities in access to jobs, public accommodations, government services and programs, public transportation, and telecommunications.

## Fast Facts

- 47 City-owned parks totaling 1,351 acres
- 11 sports fields
- More than 59 miles of trails within city limits, of which 39 miles owned by Redmond
- 4 community centers
- Redmond has 38% of its land area or 4,062 acres, as tree canopy.
- Redmond has more than 30 pieces of public art
- There have been 6 Redmond Poet Laureates since the program began in 2010.
- Planned addition of the Redmond Senior and Community Center



The ADA Transition Plan for Parks and Trails, published by the City in 2019, describes barriers to access Redmond's parks and trails and the priorities and methods that will be used to remove those access barriers. In 2020 the City adopted an ADA Transition Plan for Facilities, which includes community centers.

## State & Regional Regulations

The Washington state Growth Management Act (GMA) requires that local comprehensive plans include a Parks and Recreation Element (RCW 36.70A.070). It must be included in and be consistent with the Capital Facilities Element and provide:

- estimates of parks and recreation needs and demand for a ten-year period;
- an evaluation of facilities and service needs; and
- an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.

The 2017 Parks, Arts, Recreation, Culture and Conservation (PARCC) Plan is the functional plan for the Parks and Recreation Department and serves as the strategic plan for the department for the planning period through 2030. To stay eligible for Washington State Recreation and Conservation Office grants and the Washington State Growth Management Act, the plan is updated every six years. The purposes of the plan include:

- Complying with City of Redmond Comprehensive Plan policy CF-1 for functional plan development, including a baseline Capital Improvement Program (CIP) for the Parks and Recreation Department;
- Complying with the Washington State Growth Management Act (GMA) for Parks and Recreation;
- Meeting the pre-requisites for state grant funding offered by the Washington Recreation and Conservation Office (RCO) for capital projects; and
- Providing the strategic plan for the Parks and Recreation Department

## Puget Sound Regional Council (PSRC)

VISION 2050 plans for the protection and enhancement of natural areas through regional, collaborative approaches that leverage local, county, and stakeholder actions. Relevant policies and actions include:

- **MPP-En-12** Identify, preserve, and enhance significant regional open space networks and linkages across jurisdictional boundaries through implementation and update of the Regional Open Space Conservation Plan
- **MPP-En-15** Provide parks, trails, and open space within walking distance of urban residents. Prioritize historically underserved communities for open space improvements and investments.
- **En-Action 1 – Open Space Planning** PSRC will work with member jurisdictions, resource agencies, tribes, military installations and service branches, and interest groups to implement conservation, restoration, stewardship, and other recommendations in the Regional Open

Space Conservation Plan. PSRC will review and comment on alignment with the Regional Open Space Conservation Plan during the comprehensive plan certification process. On a periodic basis, evaluate and update the plan.

- **En-Action-4 – Local Open Space Planning** In the next periodic update to the comprehensive plan, counties and cities will create goals and policies that address local open space conservation and access needs as identified in the Regional Open Space Conservation Plan, prioritizing areas with higher racial and social inequities and rural and resource land facing development pressure. Counties and cities should work together to develop a long-term funding strategy and action plan to accelerate open space protection and enhancement.

The 2018 PSRC Regional Open Space Conservation Plan maps the regional open space network and identifies priority conservation actions needed to sustain the region's open spaces and the critical ecological systems on which our communities depend. Regional open space identified in the Redmond area include farm and aquatic lands in the Bear Creek and Sammamish River valleys, as well as Marymoor Park as Urban Open Space. There are also areas within Redmond identified for the to be added to the Regional Bicycle Network. Key strategies from the plan are:

1. Incorporate open space conservation into all levels of planning
2. Support growth in the right places.
3. Keep working lands working.
4. Protect remaining key habitat areas.
5. Support urban open space and increase access to nearby nature for urban residents
6. Build a regional trail network.
7. Enhance stewardship on open space lands.
8. Restore habitat in high value areas.
9. Coordinate planning among and within agencies, jurisdictions, and organizations.
10. Build multi-benefit green infrastructure.

### King County Countywide Planning Policies

The King County Countywide Planning Policies (CPPs) create a shared and consistent framework for growth management planning for all jurisdictions, including Redmond, in King County in accordance with RCW 36.70A.210, which requires the legislative authority of a county to adopt a countywide planning policy in cooperation with cities located in the county. The King County CPP's are undergoing an update in 2021 to provide guidance to King County communities in advance of the 2024 statutory update of comprehensive plans to reflect a number of changes to the regional policy framework and to reflect new priorities addressing equity and social justice within our communities.

Policies relevant to the PARCC element include:

#### Environment

**EN-22** Identify and preserve regionally significant open space networks in both Urban and Rural Areas through implementation of the Regional Open Space Plan. Develop strategies and funding to protect lands that provide the following valuable functions:

- Ecosystem linkages and migratory corridors crossing jurisdictional boundaries;

- Physical or visual separation delineating growth boundaries or providing buffers between incompatible uses;
- Active and passive outdoor recreation opportunities;
- Wildlife habitat and migration corridors that preserve and enhance ecosystem resiliency in the face of urbanization and climate change;
- Preservation of ecologically sensitive, scenic, or cultural resources;
- Urban green space, habitats, and ecosystems;
- Forest resources; and
- Food production potential.

**EN-23** Preserve and restore native vegetation and tree canopy, especially where it protects habitat and contributes to overall ecological function.

**EN-24** Provide parks, trails, and open space within walking distance of urban area residents. Prioritize historically underserved communities for open space improvements and investments.

#### Urban Lands

**DP-2** Accommodate housing and employment growth first and foremost in cities and centers within the Urban Growth Area, where residents and workers have higher access to opportunity and high capacity transit. Promote a pattern of compact development within the Urban Growth Area that includes housing at a range of urban densities, commercial and industrial development, and other urban facilities, including medical, governmental, institutional, and educational uses and schools, and parks and open space. The Urban Growth Area will include a mix of uses that are convenient to and support public transportation to reduce reliance on single occupancy vehicle travel for most daily activities.

#### Urban Design & Historic Preservation

**DP-41** Preserve significant historic, visual, archeological, cultural, architectural, artistic, and environmental features, especially where growth could place these resources at risk. Support cultural resources that reflect the diversity of the community. Where appropriate, designate individual features or areas for protection or restoration. Encourage land use patterns and adopt regulations that protect historic resources and sustain historic community character while allowing for equitable growth and development.

**DP-42** Create and protect systems of green infrastructure, such as urban forests, parks, green roofs, and natural drainage systems, in order to reduce climate-altering pollution and increase resilience of communities to climate change impacts. Prioritize neighborhoods with historical underinvestment in green infrastructure. Use natural features crossing jurisdictional boundaries to help determine the routes and placement of infrastructure connections and improvements.

#### Economy

**EC-12** Celebrate the cultural diversity of local communities as a means to enhance social capital, neighborhood cohesion, the county's global relationships, and support for cultural and arts institutions.

King County Parks, Recreation and Open Space policies from the King County Comprehensive Plan

#### 4. Coordination and Partnerships

- **P-129** King County shall be a leader in establishing partnerships with cities, adjacent counties, tribes, state and federal agencies, school and special purpose districts, community organizations, non-profit organizations, landowners and other residents. The county and these partners should work to promote and protect all aspects of environmental quality, while addressing equity and social justice goals to complete the regional parks and open space system through joint planning and management of local and regional sites and facilities.
- **P-130** In the Urban Area, King County shall work in partnership with other jurisdictions to facilitate annexation and transfer of local parks, and local trails to cities or other providers to ensure continued service to the community.
- **P-131** King County should work with cities to share operational and maintenance costs of parks and other open spaces in unincorporated areas in which a substantial portion of the users are from incorporated areas.
- **P-210** King County shall partner with cities to protect and enhance historic resources and public art located within city boundaries and annexation areas.

## Local Planning & Regulatory Context

### Redmond PARCC Policies

On June 20, 2017 the City Council passed Ordinance 2886 amending the PARCC Element of the Comprehensive Plan and adopting the PARCC Plan 2017-2030 as part of the City Comprehensive Plan.

The focus of the PARCC Element is summarized by two framework policies:

**FW-29** Maintain and promote a vibrant system of parks and trails that are sustainably designed, preserve various types of habitat and protect the natural beauty of Redmond.

**FW-30** Provide citizens of all ages with diverse and accessible recreational and cultural opportunities, including active recreation and social and educational activities that change with trends in the city's demographics.

The PARCC Element also addresses level of service, facility development, coordination and communications, funding strategies, recreation programs, trails, conservation, cultural arts, and operations and maintenance. The PARCC Plan is consistent with and helps to implement these policies. In addition, the PARCC Plan complies with two Capital Facilities policies:

**CF-1** Develop and regularly update functional plans that assess capital facility needs and strategies for addressing such needs. Provide opportunities for public involvement appropriate to the nature of the update. Use functional plans to guide the development of capital priorities and investment decisions within each of the following functional areas:

**CF-6** Establish capital facility service standards that help determine long-term capital facility and funding requirements.

- Parks and recreational facilities

- Children's Play Areas & Outdoor Sports & Fitness Facilities Service Areas: All residents should have convenient access to these facilities, which is calculated as within one mile depending on the quantity and quality of facilities.
- Outdoor Sports Fields Usage Rates: Sports fields should operate at 80% capacity or less. If used at a higher rate, triggers the need to plan for additional capacity.
- Urban Parks Criteria: Both of Redmond's urban centers, Downtown and Overlake, should contain enough urban park acreage to meet all urban park service criteria:
  - Serve the daily recreational needs of neighboring residents, and at the same time, are destination gathering places,
  - Approximately two acres in size or larger,
  - Urban parks within an urban center combined or individually can accommodate crowds of up to 10,000 people for community events,
  - Enough infrastructure to support community events, and
  - Designed and constructed with quality amenities and materials.
- Trails: The target population has convenient access to public trails from home or office. This is calculated as a quarter mile from trail access points. The target population is 100% of residents and 25% of workers in Redmond.
- Recreation: Achieve or exceed projected number of registrations per year by program area (exercise, recreation, special events, and arts).

## Commission & Committees

Parks Department staff works directly with the following commissions and committees comprised of volunteer community members, who provide guidance and recommendations to the department, Mayor, and City Council:

- Parks and Trails Commission
- Arts and Culture Commission
- Senior Advisory Committee
- Redmond Youth Partnership Advisory Committee
- Youth Advisory Board & Advocacy

## Redmond Partnerships

There are several entities that own and operate public parks and recreation lands or facilities that are available to Redmond residents and visitors including King County, City of Bellevue, Lake Washington School District, Puget Sound Energy, and other private entities. There are about 1,800 acres of park land owned by others and located in or within one-quarter mile of Redmond.

King County Parks & Recreation Division is responsible for the most popular King County park operating adjacent to Redmond city limits: Marymoor<sup>2</sup>, a 640-acre park with recreational activities; rare amenities such as a bird watching sanctuary, P-patch, velodrome; event venues; and an off-leash dog area.

The Green Redmond Partnership is a volunteer-led partnership developed by Forterra and the City of Redmond. It aims to build a sustainable network of healthy urban green spaces for the benefit and

enjoyment of the entire community. Over 20 years, the Partnership plans to bring all 1,035 acres of Redmond’s forested parkland into active management.

**Current Conditions**

**Inventory of Existing Conditions**

The City’s park and open space assets are generally inventoried as parks, conservation areas, trails, recreation facilities and arts program assets. An update to the Park facilities inventory will be completed in 2021/2022 as part of the PARCC Plan update.

**Parks**

The ideal park system for a community consists of a variety of parks that collectively offers a wide range of recreation opportunities for everyone. To address specific needs and uses, parks have been organized into seven classifications:

- Community Parks,
  - Neighborhood Parks,
  - Resource Parks,
  - Urban Parks,
- Private Parks,
  - Trail Corridors, and
  - Community Center Properties.

Redmond has 47 parks classified into five categories as shown in Table 1.

TABLE 1: REDMOND PARKS

Park Classification	Number of parks	% of Total	Acres	% in Acres
Community	6	13%	225	17%
Neighborhood	19	40%	79	6%
Resource	13	28%	968	72%
Urban	5	11%	15	1%
Trail Corridor	4	9%	64	5%
Total	47		1,351	

Table 2 describes the 43 parks owned by other providers.

TABLE 2: PARKS OWNED BY OTHERS

Owner	Number of parks	Acres
City of Bellevue	7	191
King County	13	1,265
Lake Washington School District	14	231

Puget Sound Energy	1	98
Private/Miscellaneous	8	17
<b>Total</b>	<b>43</b>	<b>1,801</b>

## Conservation

The inventory of lands with conservation value overlaps other categories of parks, open spaces and natural resources and are generally listed in three categories of properties:

**TABLE 3 TYPES OF CONSERVATION LANDS**

Property category	Definition
<b>City-owned</b>	Includes resource parks and other park categories; trails and trail corridors; utility properties; and building sites
<b>Other public properties</b>	Lands owned by other agencies, such as King County
<b>Properties with permanent protection</b>	Public or private land with regulatory controls such as critical areas regulations or deed restrictions that protect the natural resource on the property.

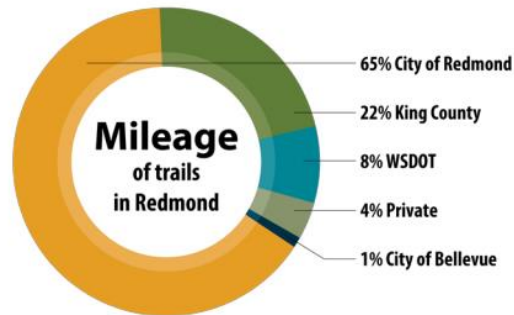
## Trails

Redmond has more than 59 miles of trails within city limits that community members use for recreation and transportation. This breaks down to 32 miles of paved trails and 27 miles of soft surface trails. In addition there are 4.5 miles of blue (water) trails. There are four classification of trails:

- **Regional Trails** - are typically planned and designed with active transportation and high-volume recreation use as their primary purpose. Regional trails are paved.
- **Connector Trails** - are the key linkages between regional trails and other key areas. These trails can be paved or soft surface trails, but are typically narrower than regional trails due to more limited use and possible land access issues.
- **Local Trails** - are typically soft surface trails that can range from one foot to five feet wide and are typically designed for recreational uses
- **Blue Trails** - are water trails along navigable waters within the city such as the Sammamish River and Lake Sammamish.

Of the 59 miles of trail, about 65% are owned by the City, the remaining by other public and private entities.

**FIGURE 1: TRAILS BY OWNERSHIP**



## Recreation Facilities and Programs

The City currently owns or leases and operates four recreation facilities.

**Old Redmond Schoolhouse.** In 2021 the Old Redmond School House was converted from a community center to a Lake Washington School District preschool. The City continues to lease 9,785 square feet of the facility from the LWSD. This includes the gymnasium, clay studio, and two flexible spaces. One flexible space is sub-leased by the City to the Redmond Historical Society. The spaces operated by the City are accessible to the public through the Northwest entrance of the building.

**Old Firehouse Teen Center (OFH).** The OFH, an 8,600 square foot building, was constructed in 1952, purportedly by volunteer labor for the volunteer fire department. It later served as City Hall and a police department. The building was converted to a teen center with an arts and music focus in 1994. A limited renovation and seismic upgrade was completed in 2004. Although the Teen Center is well-liked by users, it is not purpose-built; its configuration does not adequately support its program and impedes supervision. The facility's live music programming may not be compatible with future development in the surrounding area (2019 Facilities Strategic Management Plan).

**Redmond Community Center at Marymoor Village.** The City leases this 20,000-square-foot building from the Lake Washington Institute of Technology. Most recreation activities and services are hosted from this facility, though the building lacks a gymnasium.

**Redmond Pool.** The Redmond Pool was built in 1972 by King County and transferred to the City in 2010. The Pool was recently closed for a two-phase renovation and reopened in April 2021. The City of Redmond currently contracts with WAVE Aquatics to offer swim lessons, classes and open swim - hosting 95,000 visitors per year, including local high school swim teams, cultural groups, seniors and community organizations.

A fifth facility, the Redmond Senior Center, was demolished in December 2020 due to structural integrity issues. A new Senior and Community Center is planned for the same location, with an opening date of 2024.



## Recreational Programs

The Parks and Recreation Department provides a variety of health and wellness and lifelong learning programs. The City is responsible for developing, staffing, and providing facilities for many of the programs.

Recreation programs are offered at a variety of City facilities including the Old Redmond Schoolhouse Community Center (ORSCC), the Old Fire House Teen Center (OFH), the Redmond Pool, and many parks and schools within the City. The most well programmed park in the city is Farrel-McWhirter Park, which hosts a pre-school, a robust equestrian program, and many summer camps.

Table 4, from the PARCC Plan, shows earlier trends in program participation and projected participation in 2022.

TABLE 4: TRENDS AND NUMBER OF PARTICIPANTS IN PROGRAMS

Year	Exercise	Recreation	Special Events*	Arts Program**	Total People
<b>Actual 2009</b>	15,686	37,690	13,400	4,500	<b>113,279</b>
<b>Projected 2016</b>	20,104	47,002	16,598	5,373	<b>151,577</b>
<b>Actual Average 2010-2015</b>	38,907	104,507	27,660	4,542	<b>171,074</b>
<b>Projected 2022***</b>	40,770	109,733	33,192	6,391	<b>190,086</b>

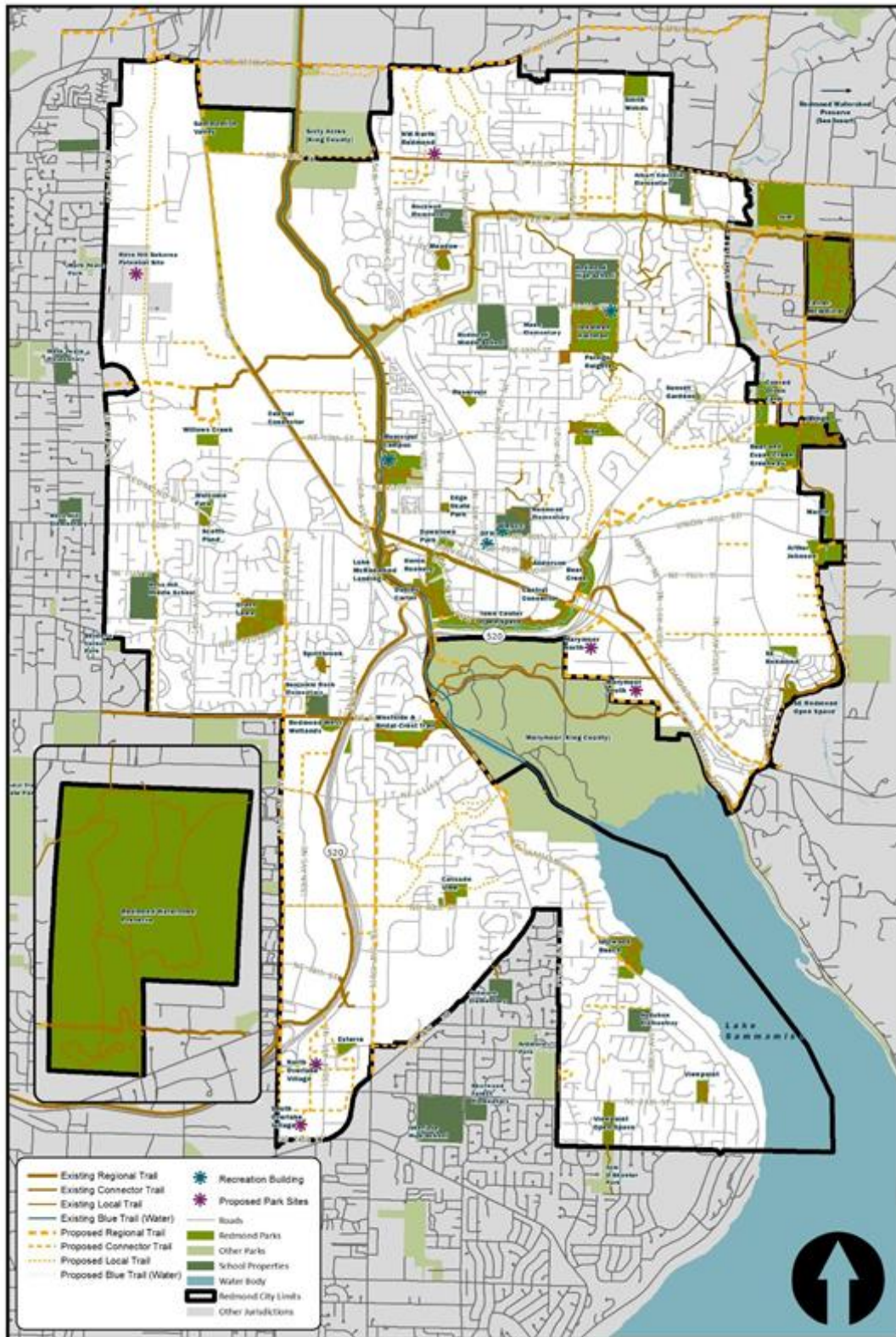
\* Community Events include Derby Days, So Bazaar and Redmond Lights. So Bazaar began in 2013.

\*\* Arts programs are city produced arts performances and community engagement activities not including public art exhibits and art season grant partnerships.

## Arts and Culture

The inventory of the arts program includes the public art collection, performing arts spaces, gallery and visual art display spaces, and areas specifically designated for artmaking will be updated as part of the 2021 PARCC Plan update.

FIGURE 2 : EXISTING AND PROPOSED PARK SYSTEM MAP



## Level of Service Analysis

Level of service is a tool that measures how much service is provided to the community. Level of service standards are also used to calculate impact fees that new development pays for improvements needed due to the increased demand for parks, open space and recreational programs generated by more people living and working in Redmond.

The City of Redmond's parks level of service methodology includes a citywide analysis of the following categories:

TABLE 5: PARKS LEVEL OF SERVICE (LOS) CATEGORIES

LOS category	Goal	Status
Children's Play Areas & Outdoor Sports & Fitness Facilities Service Areas:	All residents should have convenient access to these facilities one mile for sites with higher quantity and quality facilities and, a half mile for other sites.	About 50%
Outdoor Sports and Fitness Facilities Service Areas	All residents and workers in Redmond should have convenient access to outdoor sports and fitness facilities from their residence or office:  One mile for sites with higher quantity and quality facilities and, a half mile for other sites.	About 54%
Outdoor Sports Fields Usage Rates:	Operate at 80 percent capacity or less	n/a
Urban Parks Criteria	Urban Parks Criteria: Both of Redmond's urban centers, Downtown and Overlake, should contain sufficient urban park acreage to meet all urban park service criteria: Serve the daily recreational needs of neighboring residents, and at the same time, are destination gathering places.  Approximately two acres in size or larger  Urban parks within an urban center combined or individually can accommodate crowds of up to 10,000 people for community events.  Sufficient infrastructure to support community events  Designed and constructed with quality amenities and materials.	Park for Overlake planned to open in 2022, none planned for Marymoor Village
Trails	The target population (100% of residents and 25% of workers in Redmond) has convenient access to public trails from home or office, defined as A quarter mile from trail access points	Trail system provides access to trails for 34% of target population; up to 66% are within ¼ mile of a trail access point.

Recreation	Achieve or exceed projected number of registrations per year by program area (exercise, recreation, special events, and arts).
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## Trends Analysis

### Growth trends

By 2050, the Redmond is projected to be home to almost 30,000 additional jobs, and up to 61,000 more residents. Redmond's centers - Downtown, Marymoor, and especially Overlake - will accommodate much of this growth near Redmond's four light rail stations.

### Emerging technologies - e-bikes/scooters

The emerging popularity of electric scooters and bikes will not only have an impact on our transportation network and facilities, but will also have a major impact on the City's paved trails as well as parks and facilities. The demand for parking areas for automobiles may evolve into a need for more EV charging stations, as well as better accommodation for e-bikes and scooters, including adequate amount of conveniently located and secure storage and charging stations.

### The 2017-2030 PARCC Plan update, key issues and challenges identified included:

- Rapid residential and mixed-use commercial development, especially in urban centers. The City has been planning for these changes with new infrastructure projects and policies that will provide an increasingly diverse housing market with more transportation choices and new ways to recreate and build community. Growth in the local regional high-tech job market sector has resulted in a more culturally diverse employee and resident population. The population is becoming more diverse, young, wealthy, and well educated. This demographic directly influences changes in the types of needs for recreation programming such as cricket, pickleball, lacrosse, yoga, tai chi, cultural programs, senior social activities, meeting room use, and cultural arts.
- Smartphones, 24/7 work connectivity lifestyles, and highly programmed youth are leading to additional demand for more drop-in programs of all types, childcare, and evening activities.
- A fast paced society can include unhealthy lifestyles and the Parks and Recreation Department strives to provide opportunities for the community to engage in healthy lifestyle choices through exercise, learning healthy behaviors, and taking time to socialize and experience new things at our community centers, parks and trails.
- Conservation, sustainability, and enhancement of the natural environment are goals the City continues to strive toward and the City Council has formalized goals in the Climate Action Plan, relating to all City departments. The Parks and Recreation Department focuses on enhancing native vegetation, planting more trees, reducing use of energy and water, and finding more sustainable materials to use in construction of park amenities.

- Flexible design-parks for inclusive uses
- Supporting natural environments/sustainability
- Strong interest in community garden space and off-leash dog areas

## Community Centers

There is a need for more community center space in Redmond as the current community centers don't serve the growth of the community. The Future of Redmond's Community Centers Report, completed in 2017, identified a need for additional community space in Redmond. Since 2017, this need has greatly increased.

Between 2000-2017, the City of Redmond operated 72,300 sf of community center space through the Old Redmond Schoolhouse, Old Firehouse Teen Center, and Redmond Senior Center. By 2021, this has decreased to about 38,000 sf.

TABLE 6: REDMOND'S COMMUNITY CENTERS: DECLINING SPACES

Redmond's Community Centers	2000-2017	2018-2019	2020	2021
	Old Redmond Schoolhouse, Redmond Senior Center, and OFH Teen Center <small>*The Old Redmond Schoolhouse closed in December 2017.</small>	Redmond Community Center, Redmond Senior Center, and OFH Teen Center <small>*The Senior Center closed in September 2019</small>	Redmond Community Center and OFH Teen Center <small>*The Old Redmond Schoolhouse reopens in a limited capacity in December 2020</small>	Redmond Community Center, OFH Teen Center and Old Redmond Schoolhouse
Total Square Feet	72,300 sf	50,600 sf	28,600 sf	38,300 sf
Small Meeting/Program Space (1-15 people)	9	5	1	1
Medium Meeting/Program Space (15-34 people)	9	8	4	4
Large Meeting/Program Space (35-70 people)	6	4	2	2
Event Space	ORSH Auditorium (250 people) RSC Social Hall (200 people) OFH Showroom (100 people)	RSC Social Hall (200 people) OFH Showroom (100 people)	OFH Showroom (100 people) No performance stage	OFH Showroom (100 people) No performance stage
Commercial Kitchen	2	2		
Specialty Spaces	Clay Studio with kiln Recording Studio Library	Lecture Hall Drop-in Fitness Studio Recording Studio Library	Lecture Hall Drop-in Fitness Studio Recording Studio	Lecture Hall Drop-in Fitness Studio Recording Studio Clay Studio with kiln
Dance Studio	1			1
Gymnasium	1			1

## Policy Considerations

This section identifies PARCC policy considerations for meeting regional or regulatory imperatives and community priorities. Each policy consideration has a relationship to one or more of the Redmond 2050 themes of sustainability, equity and inclusion, and resiliency.

TABLE 7: PARKS POLICY CONSIDERATIONS

#	Policy Consideration	Themes Supported
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TOPIC		
PR-A	Prioritize access to children’s play facilities, outdoor sports and fitness facilities, and trails to areas currently underserved by park facilities or populations that have been historically marginalized.	Equity & Inclusion
PR-B	Provide parks & recreational facilities to the Overlake Metro Center.	Equity & Inclusion
PR-C	Refine level-of-service standards to reflect changing community needs and desires, including special amenities (e.g. dog parks, community gardens).	Equity & Inclusion Sustainability
PR-D	Prioritize development of equitably located and serviced Community Centers.	Equity & Inclusion Sustainability
PR-E	Allow for more public/private partnerships as development occurs, such as but not limited to: privately owned public spaces; fee in lieu payments towards open space; enhancements to recreational programming.	Equity & Inclusion Resiliency
PR-F	Provide community spaces to accommodate and feature community members of all ages, incomes, and cultural backgrounds	Equity & Inclusion
PR-G	Prioritize upgrades and maintenance-ADA needs, access for historically underrepresented neighborhoods	Equity and Inclusion
PR-H	Prioritize enhancing forest health and increasing tree canopy in parks and natural areas.	Sustainability
PR-I	Ensure arts and recreation programming and parks facilities reflect the cultural diversity and needs of the community	Equity & Inclusion
PR-J	Enable culturally and linguistically appropriate equitable access to programs and services and help connect residents to service options, particularly for those most disproportionately cost-burdened or historically excluded.	Equity & Inclusion

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## **Parks, Arts, Recreation, Conservation, and Culture (PARCC) Policy Considerations Initial Input**

FALL 2021

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City staff published the Parks, Arts, Recreation, Conservation, and Culture (PARCC) Existing Conditions chapter, draft 1.0, in fall 2021. Staff then engaged selected boards and commissions to obtain initial input into draft policy considerations for the PARCC Element and PARCC Plan updates. This initial outreach will be supplemented with community-wide outreach in 2022.

### **9/2 PARKS AND TRAILS COMMISSION**

#### Policy Considerations Input Summary

- Redmond 2050 themes relate to preserving historic/traditional character of Redmond, including old farms, railroad history, sawmills
- Consider updating level of service standards for trails and special amenities like dog parks and community gardens
- Consider Overlake park service, including placement of amenities

### **9/9 and 10/14 REDMOND 2050 COMMUNITY ADVISORY COMMITTEE**

#### Policy Considerations Input Summary

- Consider the need to provide the kinds of amenities and services typical of community parks closer to the urban centers.
- Consider arts and culture, and need for arts and culture facilities/programs to be accessible in many ways to many people

- Consider how to manage traffic impacts of sports programs, such as by providing more local fields
- Consider adding facilities in Overlake since it will receive significant growth
- Consider need for lecture hall
- Address equity and access, especially for those without vehicles
- Address accessibility of playgrounds and play structures (ramps, e.g.)
- Consider shelter needs at parks/Improves play facilities

## **10/13 PLANNING COMMISSION**

### Policy Considerations Input Summary

- Be clear with community and in the plan on the feasibility of projects. For instance, if it is not realistic or if needed space is not available for amenities/facilities – e.g., sports/activities with large space requirements.
- Consider multimodal access to parks and trails. Use similar distances across the park system and Comprehensive Plan for what is “walkable” and “accessible”.
- Consider issues of water, conservation, and climate change, and their tie to resilience. For example, consider policies in the parks for bioswales, tree canopy and other climate vulnerability mitigation measures.
- Equity could include better signage (e.g., signs with plants, trees with descriptions)
- Address community space needs given recent loss of community space; even with new Senior and Community Center there will be additional need.



## Redmond 2050 Community Involvement Summary Fourth Quarter 2021

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### OVERVIEW

In the fourth quarter to date, staff has:

- Concluded a series of 16 community workshops that began in the third quarter;
- Conducted ten stakeholder meetings, focus groups, and briefings with community groups and boards and commissions; and
- Solicited input on the future of Overlake via a community questionnaire that is open through Thanksgiving weekend.

### STAKEHOLDER ENGAGEMENT

This fall City staff is focusing outreach on policy options and alternatives for Overlake. Staff sought Redmond 2050 Community Advisory Committee and Planning Commission input on these topics.

**Specific outreach opportunities that have occurred include:**

- 10/6: Library Board of Trustees Meeting
- 10/15: Redmond Kiwanis
- 10/20: Utilities meeting
- 10/20: Lake Washington School District
- 10/25: Bellevue School District
- 10/26: Avalon Eaves property owner
- 11/2: Microsoft
- Monthly: Redmond 2050 Community Advisory Committee

### 2021 WORKSHOP SERIES

Staff concluded a community workshop series in October focused on Overlake and Transit-Oriented Development (TOD) updates. Each event was hybrid, with lunchtime events offering in person or online participation and the evening events fully remote.

Date	Topic
8/18	Policy options & alternatives: Transportation & Economic Vitality
8/19	Equity in our Built Environment: Equitable, Sustainable, and Resilient Transit-Oriented Development (TOD)
8/25	Policy options & alternatives: Housing options & alternatives
9/2	Overlake: Accommodating Growth in Overlake – zoning and land use changes (touch on Overlake as a Metro Center)

## Redmond 2050 Community Engagement Summary: Q4 2021

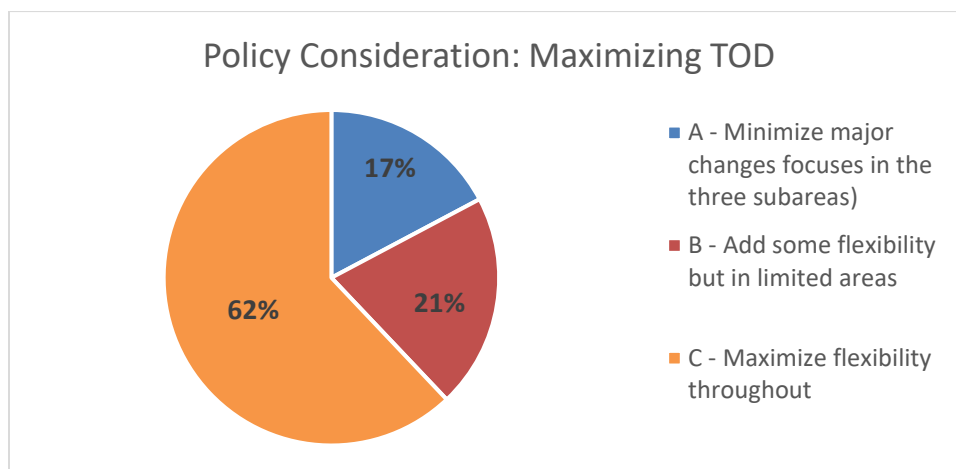
9/8	Equity in our Built Environment: Inclusive / Universal Design
9/30	Equity in our Built Environment: General Needs of our Community; Services & Amenities Needs (including: What do families need in taller buildings?)
10/5	Overlake: What do we want Overlake to look like? Should we formalize Overlake as an International District?
10/14	Overlake: Land uses & development standards for properties around light-rail stations

### OVERLAKE INPUT - WHAT WE HAVE HEARD SO FAR

(Input from workshops and online questionnaire)

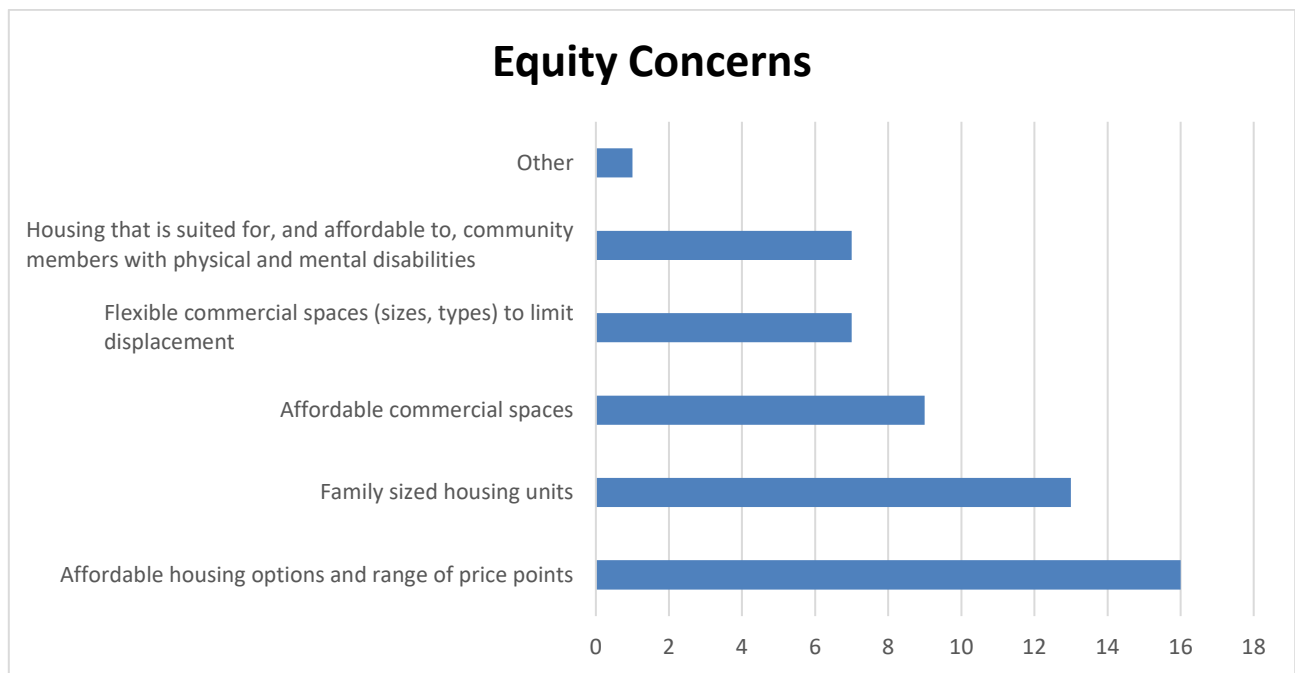
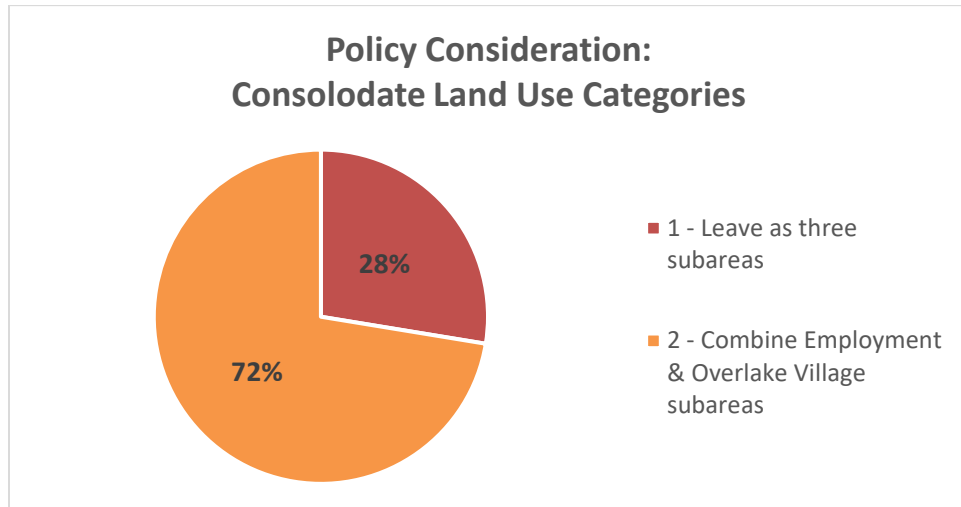
When thinking about the policy consideration to “look at ways to maximize TOD”, what is your preference?

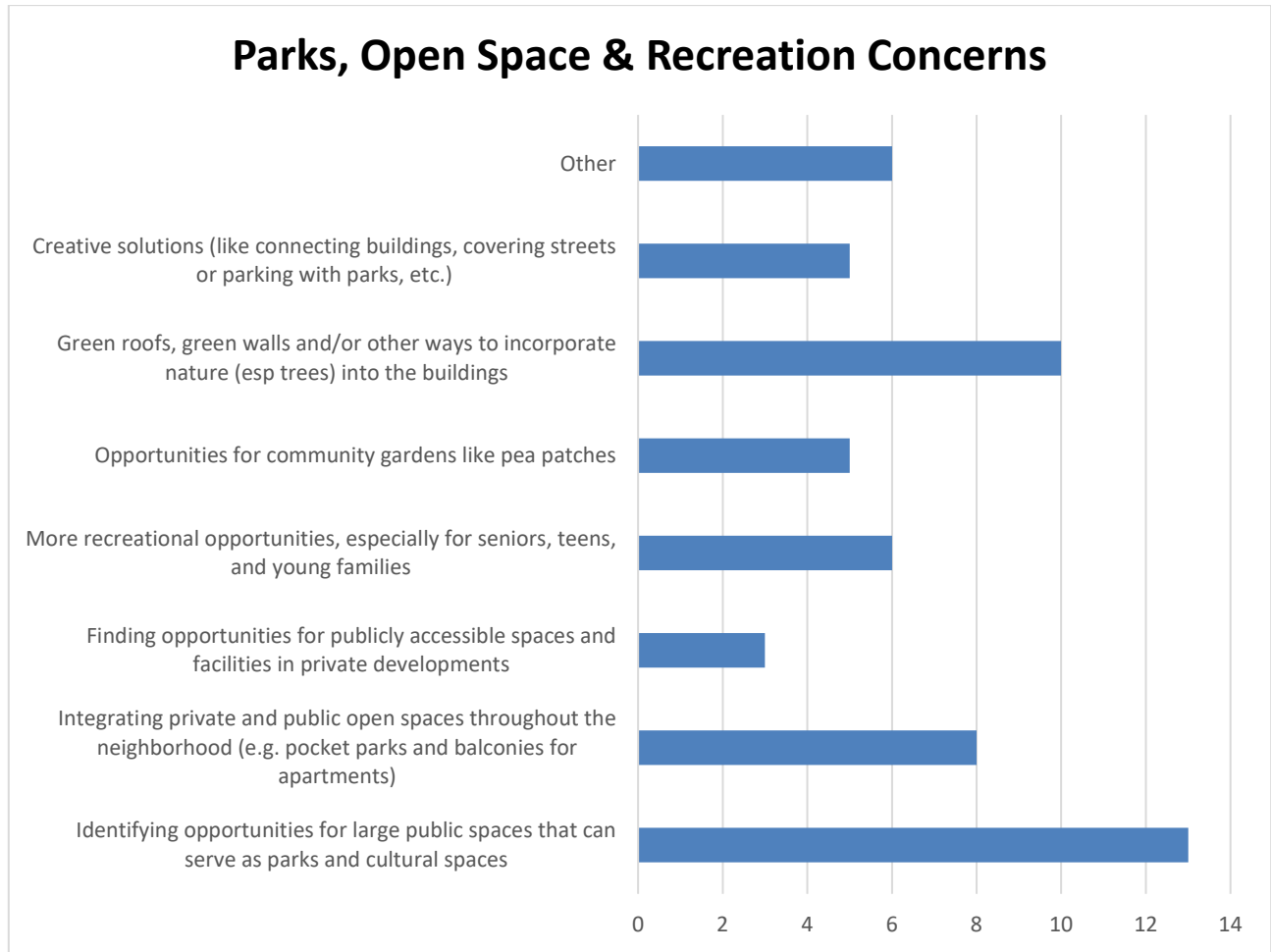
- A. Minimize major changes
- B. Add some flexibility but in limited areas (near light rail)
- C. Maximize flexibility throughout Overlake

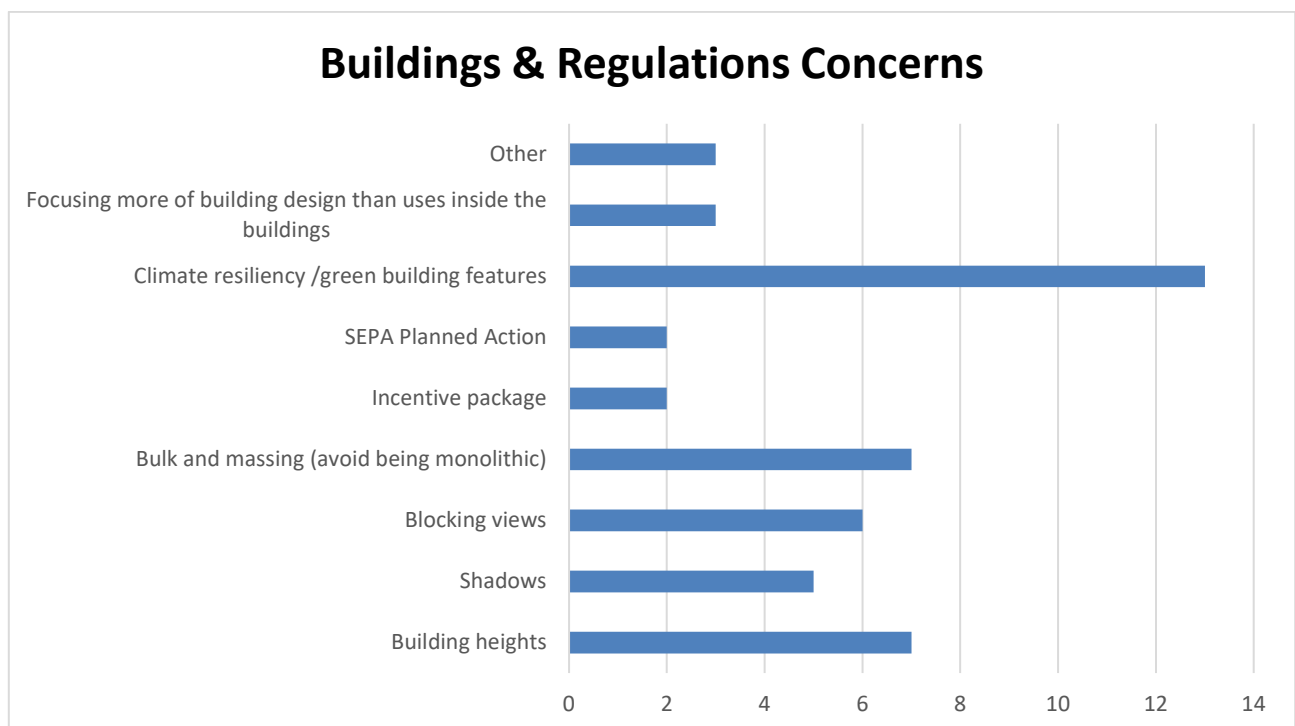
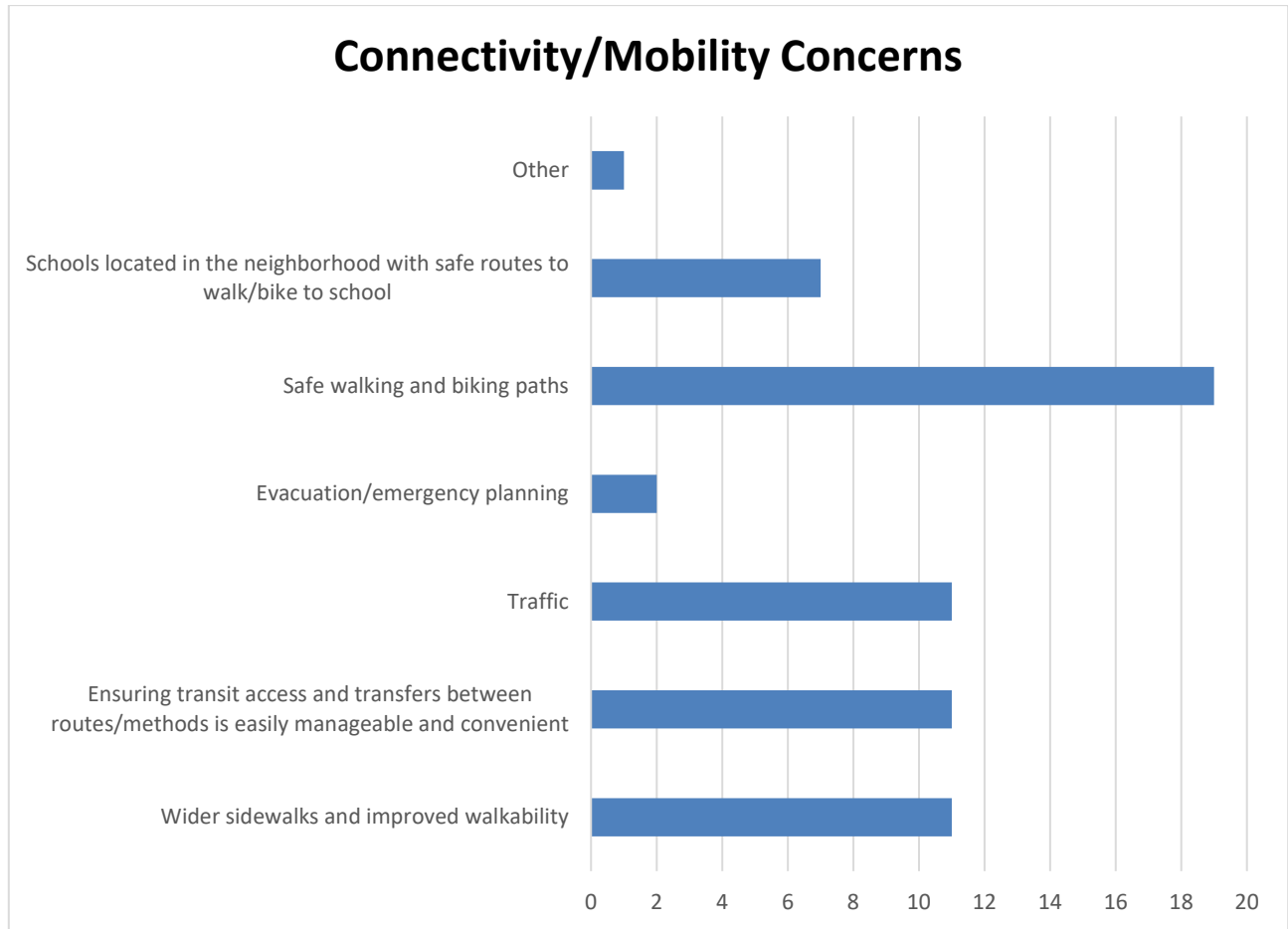


When thinking about the policy consideration to “consolidate and reduce the number of land use and zoning categories”, what is your preference for Overlake neighborhood subareas?

1. Leave as three subareas (Residential, Employment, and Overlake Village)
2. Combine Employment and Overlake Village into one subarea (Overlake Mixed-Use)







## SCHOOL DISTRICT INPUT

City staff met with Lake Washington School District and Bellevue School District staff to share an overview of Redmond 2050, including growth targets, and to hear school district staff interests and concerns.

### Key discussion points in meeting with Lake Washington School District staff

- Interest in managing congestion along Willows Road, where school buses are stored.
- Interest in improving public transit service to high schools and middle schools to reduce parking demand and pick-up/drop-off congestion.
- Interest in partnership opportunities with the City and with private developers for co-location of new facilities, including classrooms, administrative office space, and recreation space.
- Interest in flexibility in building heights and setbacks to use existing land more efficiently.
- Interest in alternative models for school sites that are less land intensive.
- Interest in working with cities to explore opportunities for reducing costs associated with school development.

### Key discussion points in meeting with Bellevue School District staff

- Interest in how demographics may shift and how that could change assumptions about student generation from multifamily housing.
- Concern over ability to retain staff due to housing costs and long commutes.
- Interest in opportunities for housing for teachers.
- Concern about decreased housing affordability for households with school-aged children.

# REDMOND »»» 2050

## Quarterly Update: PARCC Policy Considerations Overlake Policy Options & Alternatives

.....  
November 16, 2021



# Agenda

- **Overlake policy options & alternatives**
- **Council questions, interests for 11/23 study session**

## **Objective:**

*Lay foundation for Council input on **Overlake policy options and alternatives** at next week's study session*

*See slide appendix for information on PARCC policy considerations*



# Policy Consideration

**LU-A**

**Consolidate and reduce the number of Land Use and Zoning Categories.**

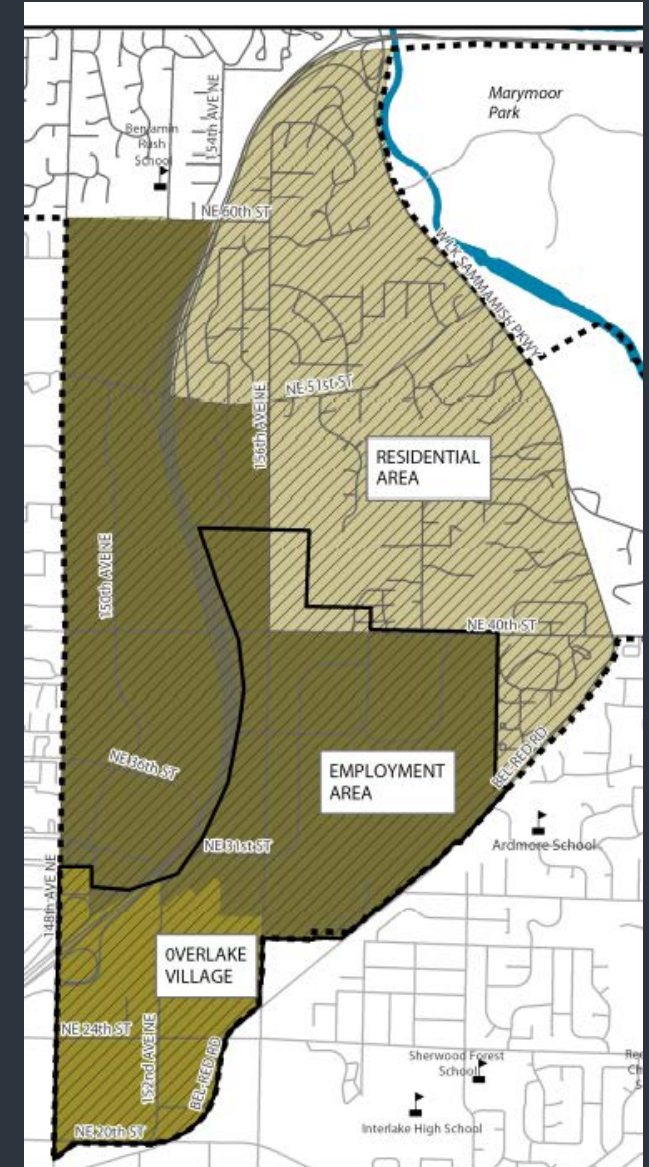
- Simplify the land use designation and zoning structure with the goal of increasing flexibility, resiliency, and economic vitality.
- Consider broadening comprehensive land use designations in order to streamline rezoning requests and allow for more flexibility.

**Applicable Themes:**

- Equity & Inclusion
- Sustainability
- Resiliency

# Consider Consolidating into Two Subareas

- **Do we need three subareas - Employment, Overlake Village, and Residential? Can we combine into two?**
- Does having those subareas be so distinctly different negatively impact flexibility for TOD development around the light rail stations?
- If we combine OBAT & Overlake Village, what if anything would we want to maintain?

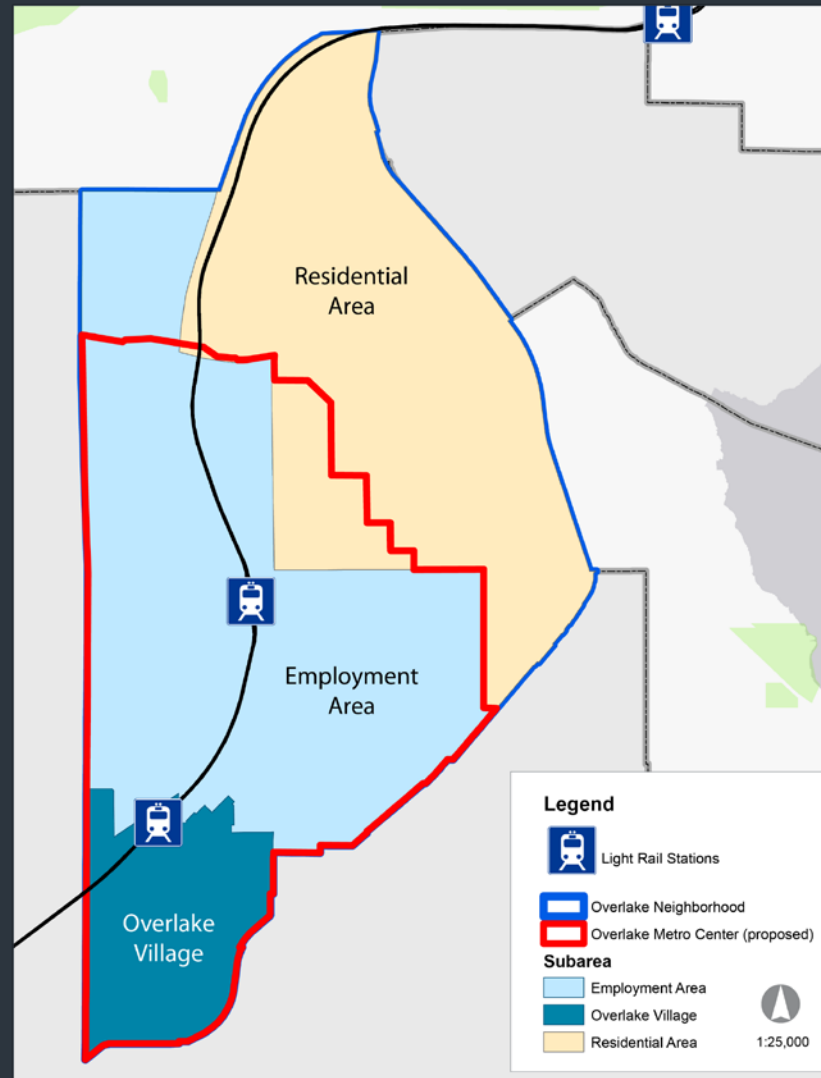


# Policy Question

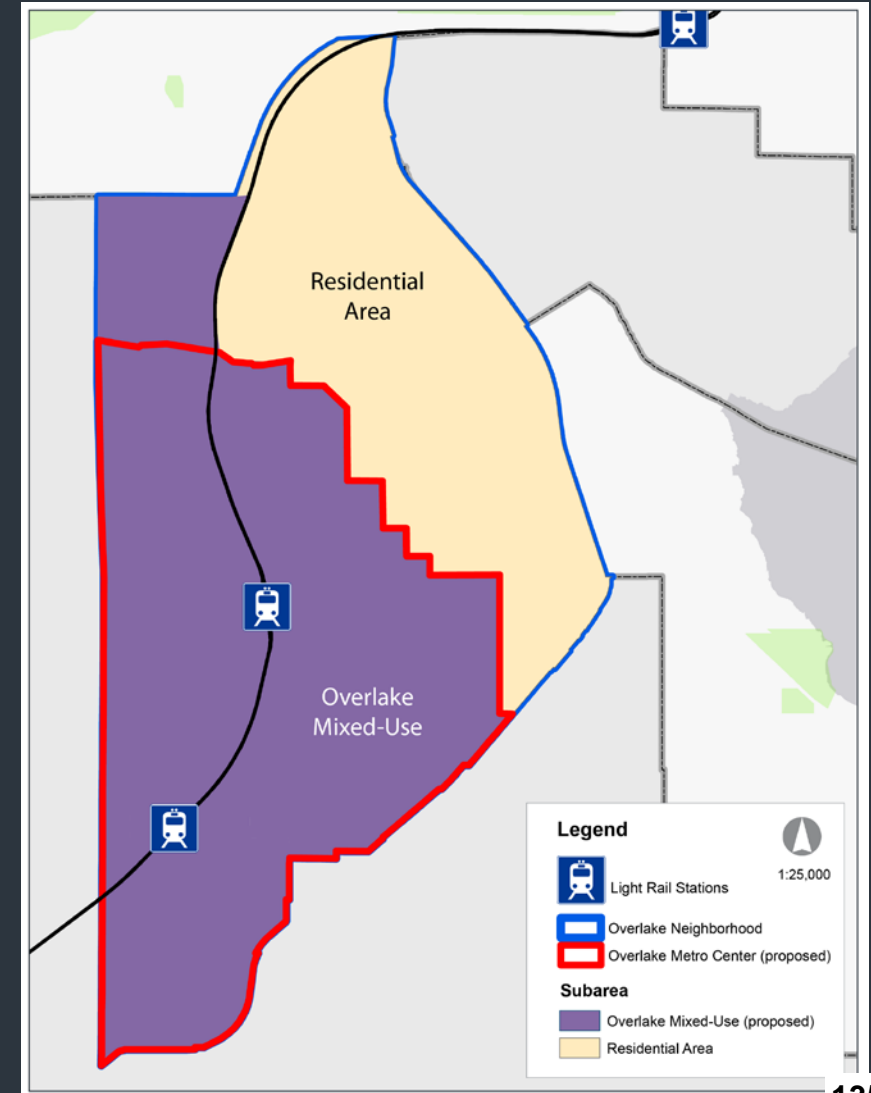
Option 1 keeps a distinction between employment development and mixed-use areas  
- will focus housing into the Overlake Village area

Option 2 allows maximum flexibility around both stations

## 1. Leave As Is



## 2. Combine Employment & Village into one Subarea



# Policy Consideration

**LU-C**

**Maximize the opportunity presented by Transit Oriented Development.**

Lands around light rail stations should maximize TOD to leverage opportunities provided by access to transit, such as walkable neighborhoods, reduced reliance on automobiles, and affordable housing.

**Applicable Themes:**

- Equity and Inclusion
- Resiliency
- Sustainability

# Policy Question

How should existing policies, that may limit the ability to implement TOD, be modified or eliminated?

## Minimize major changes

Impacts:

- TOD potential not maximized
- Overlake Village goes taller
- May not be able to accommodate growth



## Add some flexibility but in limited areas (near light rail)

Impacts:

- TOD potential not maximized
- Leaves room for future amendments



## Maximize flexibility throughout

Impacts:

- Maximizes TOD potential immediately
- Might see broader redevelopment and displacement pressure



# Option A Potential Outcomes



## Minimize major changes

### Impacts:

- TOD potential not maximized
- Overlake Village goes taller
- May not be able to accommodate growth

OBAT Away from Stations



OBAT Around Technology Station

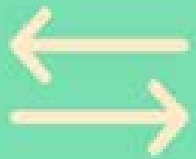


Overlake Village



*If not able to accommodate growth with this option, would push growth to other areas or be eliminated as a viable option.*

B



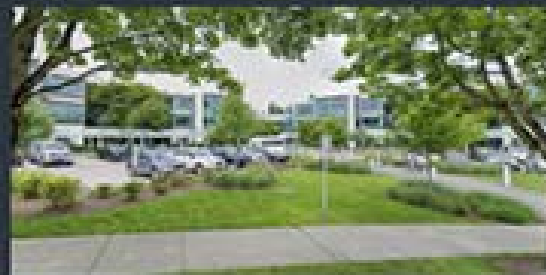
**Amend policy language to eliminate barriers and focus TOD near stations**

Impacts:

- TOD potential not maximized
- Leaves room for future amendments

# Option B Potential Outcomes

**OBAT Away from Stations**



**OBAT Around Technology Station**



**Overlake Village**





# Option C Potential Outcomes



**Maximize flexibility  
throughout**

Impacts:

- Maximizes TOD potential immediately
- Might see broader redevelopment and displacement pressure

**OBAT Away from Stations**



**OBAT Around Technology Station**



**Overlake Village**





## Next Steps

### **Tonight**

Council questions, interests for 11/23 study session

### **Next week**

Council input: Overlake policy options and alternatives

### **Next quarter**

Growth alternatives (*intro*)

Draft environmental impact statement (*intro*)

### **Early 2022**

First draft policies and regulations published



# Thank You

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# Appendix

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PARCC & Overlake

# Overlake Policy Options & Alternatives

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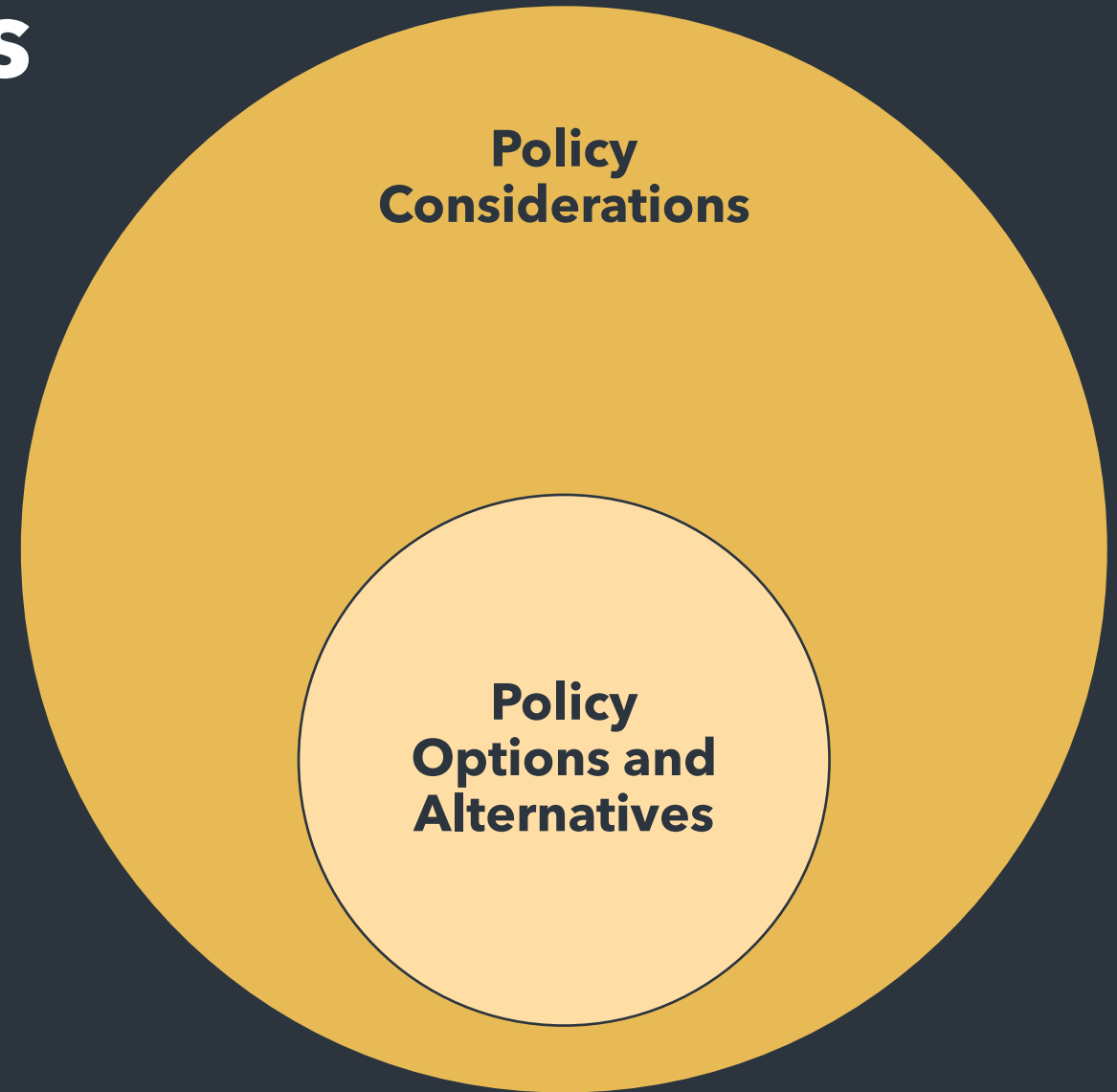
Reference Slides



Redmond  
WASHINGTON

# Policy Considerations

- Input from community
- Update outdated policies
- Regional and county requirements
- **Options and alternatives** are a subset of all policy considerations, where **themes, values, or adopted policies are in tension**
- **Which options/alternatives are best for Redmond?**



# There **is** a policy option if:

**Tension** between themes, values, or plans



vs.



Different strategies produce **different outcomes**

S1 .....► O1

S2 .....► O2

# There **is no** policy option if:

Required by County/Region/State



King County



Puget Sound Regional Council



Only one strategy exists

Different strategies produce **similar outcomes**

S1 .....► O1

S2 .....► O1



# Overlake Today



Residential Area



Employment Area



Overlake Village

# Transit-Oriented Development (TOD) near our light rail stations



## Equitable TOD

- Within the context of the growth anticipated and the growth scenarios that are being reviewed, what does eTOD look like physically, and what development standards, performance metrics, services/amenities, etc. are needed?

## Sustainable & Resilient TOD


- Will be using Sustainability & Resilience “lenses” for policies
- Working with Sustainability Advisory Committee and other stakeholders
- Climate change impacts





## What does equity & inclusion mean to our **built environment**?

- What are our community needs (especially historically marginalized and/or under-represented groups)?
- What policy and regulatory changes we should be making (revision or new policies/services)?



# PARCC Policy Considerations

.....  
Reference Slides



**Redmond**  
WASHINGTON

# PARCC Element and PARCC Plan

## Two Integrated Parts:

- Updated PARCC Element for Redmond 2050 informs the functional plan update
- Update to the 2017 Functional Plan (PARCC Plan)

PARCC Element  
(Comprehensive Plan)

PARCC Plan  
(Functional Plan)



**P**arks



**A**rts



**R**ecreation



**C**ulture



**C**onservation

# PARCC Policy Considerations

- Strong alignment with equity and inclusion theme
- Identifying and responding to the evolving community needs
- Maintaining what we have and investing to accommodate growth







# Initial PARCC Input and Next Steps

**Fall 2021:** Input from selected boards and commissions

Work with Parks staff and PARCC Plan

**Winter 2021-22:** consultant to coordinate outreach, input on PARCC Element, PARCC Plan



## Memorandum

**Date:** 11/16/2021  
**Meeting of:** City Council

**File No.** AM No. 21-174  
**Type:** Staff Report

**TO:** Members of the City Council  
**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	Don Cairns, PE	Transportation Planning and Engineering Manager
Planning and Community Development	Tam Kutzmark	Senior Planner

**TITLE:**

East Link Transit Restructure - Staff Report on Metro/Sound Transit Proposed Network

**OVERVIEW STATEMENT:**

Council will receive a Staff Report on the Metro/Sound Transit (ST) proposed reorganization of bus transit leading up to the opening of Link Light Rail in 2023. Staff will summarize feedback provided to the agencies, based on staff review of the agencies' proposal. At this meeting, City staff will be joined by representatives from Metro/ST's East Link Connections Team. City staff and agency representatives will provide additional details on the proposal and be available for a question-and-answer period.

The agencies' goal for the restructure is to engage communities in decisions about service improvements and connections to light rail. The City's goal is to align these decisions with the Transportation Master Plan (TMP) and advance Redmond 2050's vision of supporting future growth with new transit infrastructure.

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

**REQUESTED ACTION:**

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

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**
  - Redmond Comprehensive Plan
  - Transportation Master Plan (including Transit System Plan)
  - Community Strategic Plan
  - Environmental Sustainability Action Plan
- **Required:**
  - N/A

- **Council Request:**  
N/A
- **Other Key Facts:**  
Sound Transit 2 added regional express bus and commuter rail service including Link Light Rail service to Overlake Village and the Redmond Technology Station (scheduled to open in 2023).  
Sound Transit 3 further expanded the regional public transit system including Link Light Rail service to SE Redmond/Marymoor Village and Downtown Redmond (scheduled to open in 2024).

### **OUTCOMES:**

Light rail will be the backbone of Redmond's transit network when it opens in 2023 to Overlake and 2024 to Southeast Redmond and Downtown Redmond. It will provide a frequent and reliable mobility choice that connects Redmond to the region. The success of light rail service fundamentally depends on Metro/ST's restructure of bus service to connect the City's neighborhoods, employment centers, community hubs, transportation facilities, and local destinations to light rail stations.

Metro/ST released the proposed restructure network in September and invited feedback from jurisdictions, riders, and other stakeholders. The City's feedback to the agencies is intended to provide insight on how to improve the proposed restructure and is summarized in the following statements:

1. Deploy alternative services to provide critical first/last mile, on-demand connections.
2. Boost SE Redmond/Marymoor Village service.
3. Close Overlake service gaps in anticipation of the expanded regional growth center.
4. Grow more viable transit options and connections in the Willows Corridor.
5. Enhance service to Avondale Corridor and Education Hill.
6. Clarify the implementation schedule.

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

- **Timeline (previous or planned):**  
High-level milestones in Metro/ST's co-led process include:
  1. Spring 2021 - Needs assessment
  2. Summer 2021 - Service concepts
  3. Fall 2021 - Proposed restructure
  4. **October-November 2021 - Gather feedback (we are here)**
  5. February-March 2022 - Revised restructure
  6. Spring 2022 - Gather feedback
  7. July 2022 - Transmit to KC Council/ST Board
  8. March 2023 - Open Link stations, implement bus service changes
- **Outreach Methods and Results:**  
Metro/ST methods include:
  - Mobility Board (riders/transit users)
  - Partner Review Board (city staff, community-based organizations)
  - Community surveys
  - Stakeholder interviews

The City will raise community awareness of the process, promote feedback opportunities (surveys, etc.), and help to involve Redmond stakeholders.

- **Feedback Summary:**

Metro/ST will provide summaries of public input after each phase. The City will share this information via City communications tools.

**BUDGET IMPACT:**

**Total Cost:**

N/A

**Approved in current biennial budget:**

☒ Yes

☐ No

☐ N/A

**Budget Offer Number:**

000343 - Mobility of People and Goods

**Budget Priority:**

Vibrant and Connected

**Other budget impacts or additional costs:**

☐ Yes

☐ No

☒ N/A

***If yes, explain:***

N/A

**Funding source(s):**

General

**Budget/Funding Constraints:**

N/A

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
4/13/2021	Committee of the Whole - Planning and Public Works	Receive Information
4/20/2021	Business Meeting	Receive Information
11/9/2021	Committee of the Whole - Planning and Public Works	Receive Information

**Proposed Upcoming Contact(s)**

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



**Time Constraints:**

City will coordinate with Metro/ST schedule and milestones and with the update of the TMP.

**ANTICIPATED RESULT IF NOT APPROVED:**

An effective reorganization of bus transit service supports both the City's significant investment in Link Light Rail and the City's ability to achieve its transportation vision.

**ATTACHMENTS:**

Attachment A - Presentation Slides

Attachment B - Metro/Sound Transit Overview of East Link Connections



# East Link Transit Restructure

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November 16, 2021

King County Metro/Sound Transit East Link Connections Team

Tam Kutzmark, Senior Planner



# East Link Connections Team

.....

Presenting:

**Brian Henry**/KCM Service Planning

**JR Alexander**/ST Service Planning

**Gunner Scott**/KCM Engagement

**Arthur Bachas**/ST Engagement

Attending on the panel:

**Lauren Batalias**/KCM Government  
Relations

**Luke Lamon**/ST Government Relations





# Purpose

- Update Council on process
- Review King County (KC) Metro / Sound Transit's draft proposal
- Summarize City feedback
- Provide opportunity for Q&A with agency representatives
- No action required

# Project Overview



- Process to improve bus transit connections throughout Eastside prior to light rail opening in 2023
- Co-led and coordinated by KC Metro/ST
- Massive scale
  - 12 new stations; 17 cities
- Reflects Redmond 2050; supports Transportation Master Plan
  - Prepare for/orient around light rail
  - Improve travel choices and mobility



## Redmond's goal is to set Link up for success:

- Feed into City's four light rail stations
- Make easy, seamless connections
- Close first/last mile gaps
- Ease the need to drive



# City's Feedback to KC Metro/ST



1. Deploy flexible services
2. Boost SE Redmond/Marymoor Village service
3. Close Overlake service gaps
4. Grow more viable transit in Willows Corridor
5. Enhance service to Avondale Corridor and Education Hill
6. Clarify the implementation schedule

## East Link Connections Project Area Includes

- Bellevue
- Bothell
- Clyde Hill
- Duvall
- Issaquah
- Kenmore
- Kirkland
- Lake Forest Park
- Medina
- Mercer Island
- Newcastle
- Redmond
- Renton
- Sammamish
- Seattle
- Shoreline
- Woodinville
- Yarrow Point





# East Link Connections Goals

## Improve

- Improve mobility for priority populations, as defined by Metro's Mobility Framework

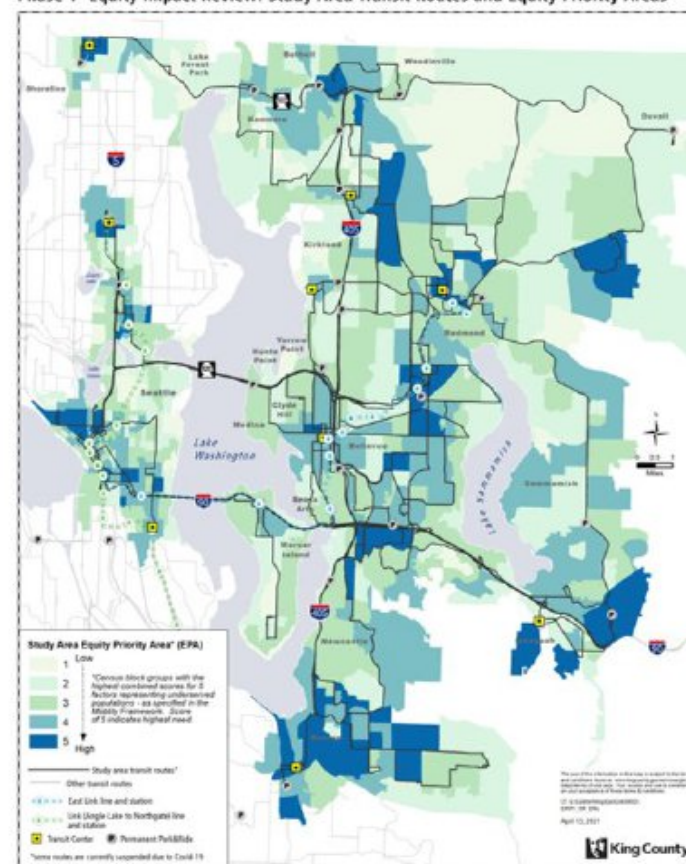
## Inform, engage, & empower

- Equitably inform, engage, and empower current and potential customers

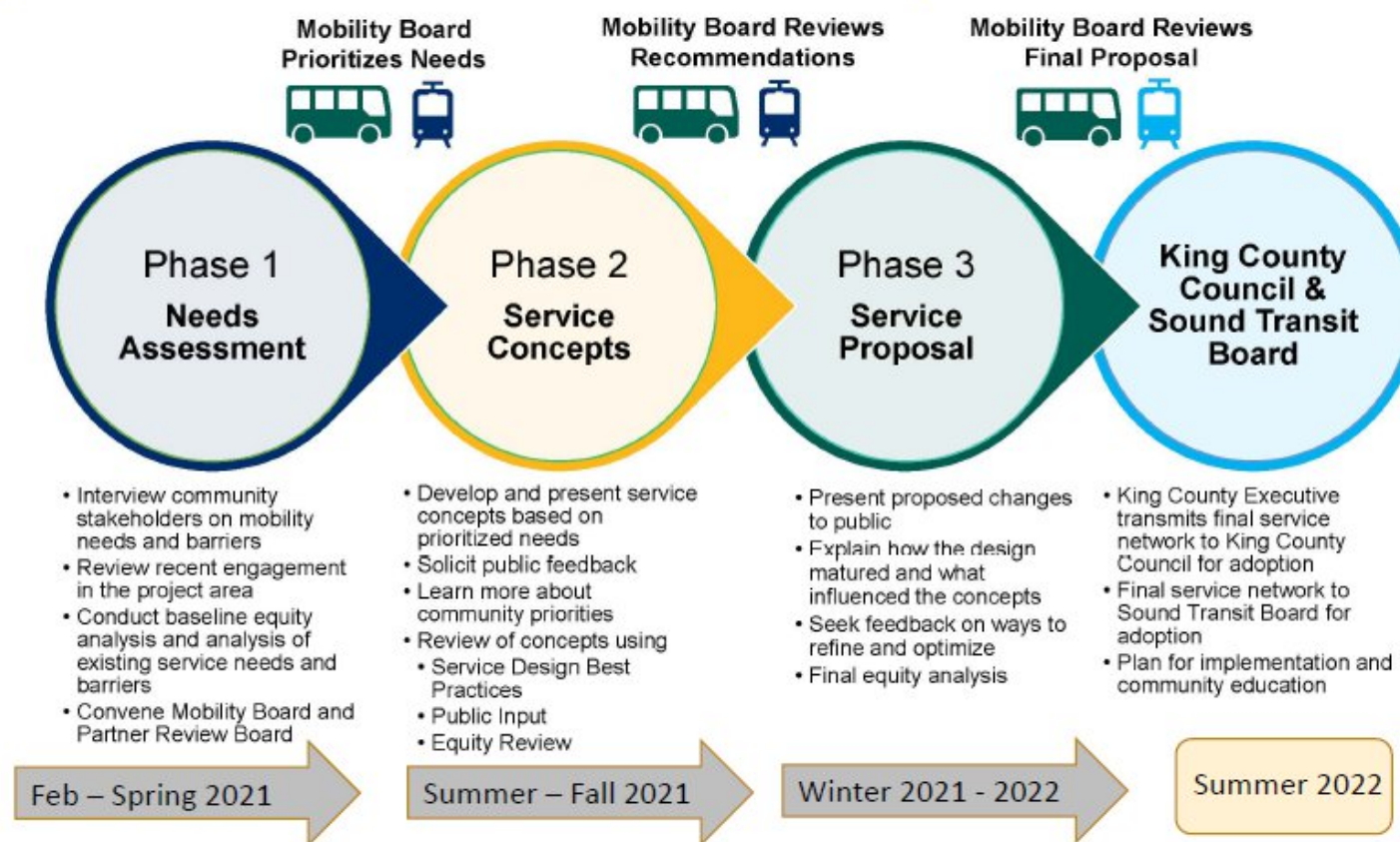
## Deliver

- Deliver integrated service that responds to Link expansion
- Minimize duplication of bus service with Link
- Improve connections to Link
- Be consistent with Metro Connects, and current and future mobility needs

East Link Connections  
Phase 1- Equity Impact Review: Study Area Transit Routes and Equity Priority Areas

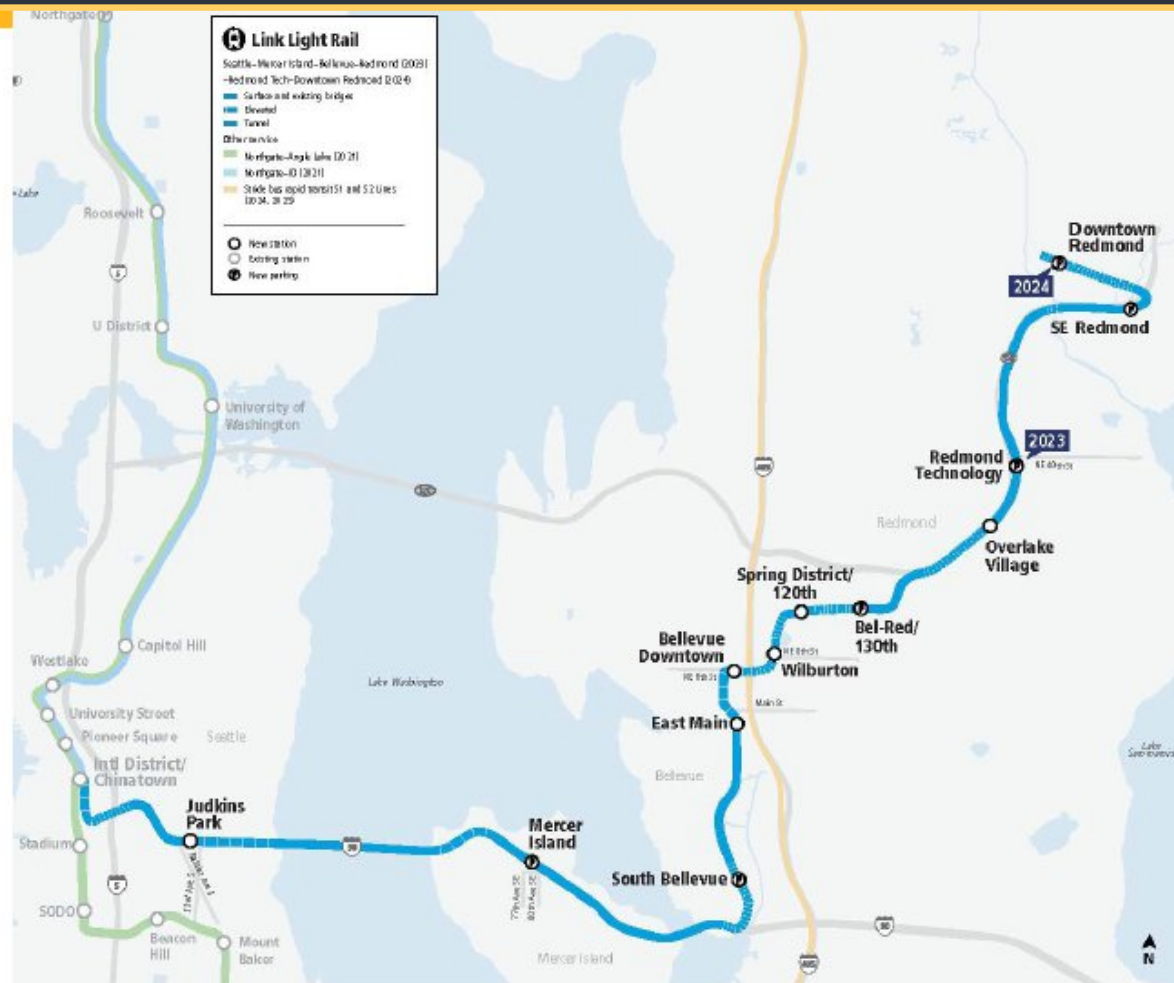


# Engagement Timeline & Next Steps



## Link 2 Line

- Opens: 2023 & 2024
- Length: 17.4 miles; 12 stations
- Service: Every 8 minutes during peak hours
- Projected travel times:
  - 18 min Downtown Redmond to Bellevue
  - 23 min Seattle to Bellevue
  - 50 min South Bellevue to Sea-Tac Airport





## Phase 2 Engagement Highlights

Conducted 9/13/2021 - 10/25/2021

- 131,430 mailings
- Virtual briefing sessions (350 participants)
  - 4 public meetings
  - 8 with community groups
- Digital and ethnic media ads
- Outreach tool kit
- 60 Bus stop signs
- Formal partnerships with 4 community-based organizations



### Survey

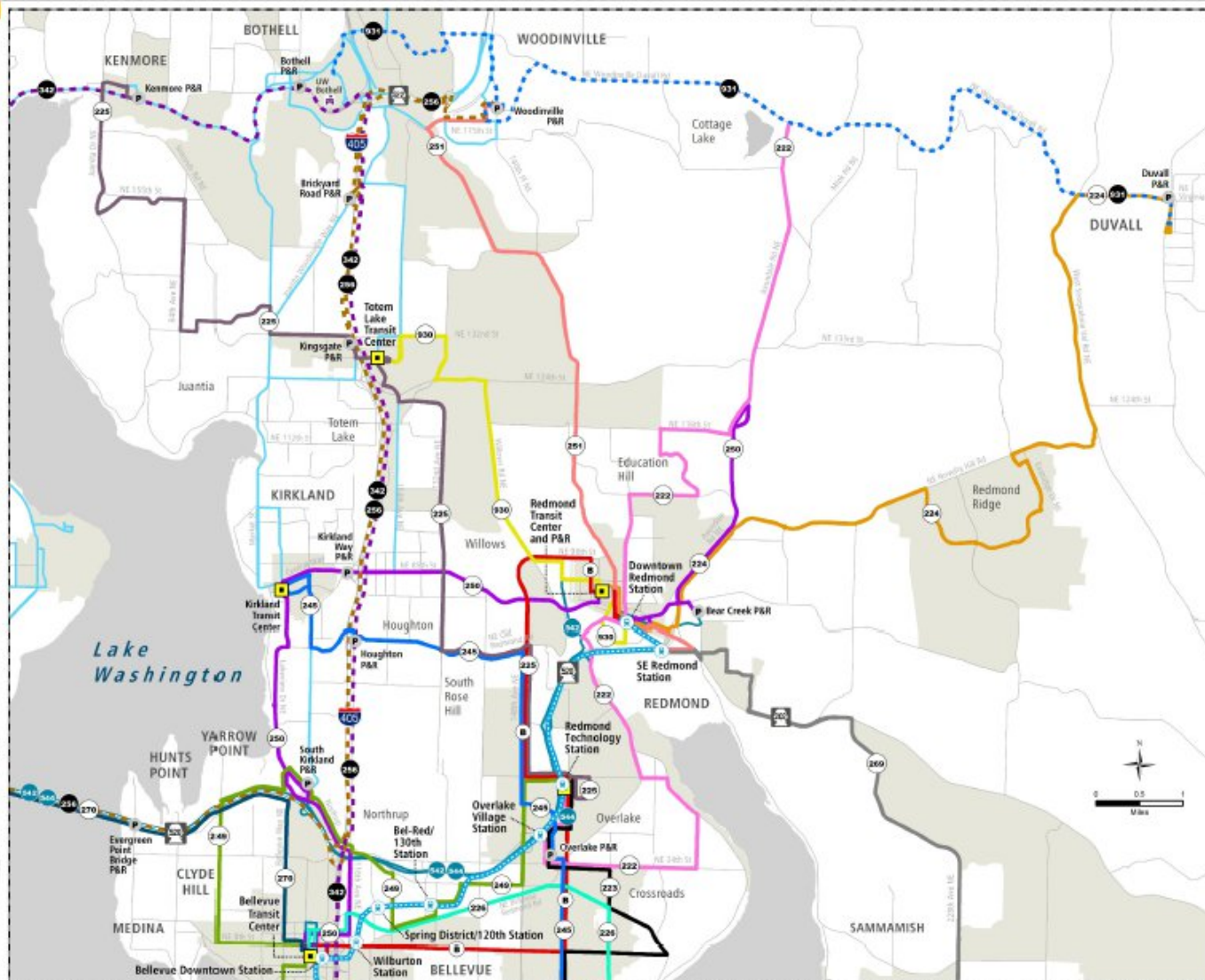
- Online Open House platform and survey in 8 languages
- 1832 respondents to online survey
  - English – 97%
  - Chinese – 1%
  - Korean – 1%
  - Vietnamese – .05%
  - Spanish – .05%

## **Mobility Board Priorities: Redmond, Kirkland, Woodinville, Bothell, Duvall**

Routes: 224, 225, 232, 237, 250, 251, 252, 257, 311, 930, 931, ST 542, ST 545

### Top prioritized needs:

- Improve and add local connections
- More service on nights and weekends
- Ensure transfers are easy and seamless
- Preserve easy access to DT Seattle



## East Link Connections: Proposed Network in the North Subarea

### King County Metro All-Day Routes\*

- **B** Bellevue-Redmond
- **222** Overlake-Cottage Lake
- **223** Overlake-Eastgate
- **224** Redmond-Duvall
- **225** Kenmore-Overlake
- **226** Bellevue-Eastgate
- **245** Kirkland-Eastgate
- **249** Overlake-Bellevue-S Bellevue
- **250** Bellevue-Kirkland-Avondale
- **251** Redmond-Woodinville
- **269** Mercer Island-Issaquah-Sammamish-Redmond
- **270** Bellevue-UW
- **930** Totem Lake-Redmond

### King County Metro Peak-Only Routes\*

- **256** Downtown Seattle- SLU-Woodinville
- **342** Shoreline-Bellevue-Renton
- **931** Bothell-Duvall

### Unchanged Metro routes\*

The following routes are not part of the East Link Connections Project and will continue with no changes:

- RT 230 - Kirkland-North Creek
- RT 231 - Kirkland-Woodinville
- RT 239 - Kirkland-UW Bothell
- RT 255 - Totem Lake-U District

\*Note - routes 202, 240, 241 (Bellevue Transit Center-South) are not shown on this map

### Sound Transit Services

- **Link** Proposed East Link light rail & station
- **Express** Sound Transit Express bus routes

- Highest Equity Priority Areas
- Transit Center
- Permanent Park&Ride

The use of the information in this map is subject to the terms and conditions of the Sound Transit Authority's Open House and public comment process. For more information, visit [www.soundtransit.org](http://www.soundtransit.org) or call 206.462.4000.

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Map prepared by: Sound Transit Authority

Map date: 10/2013

**King County**



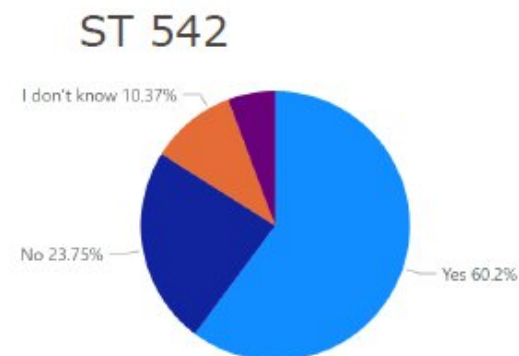
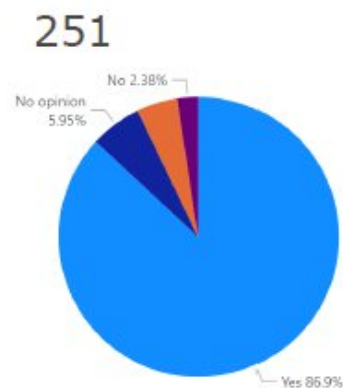
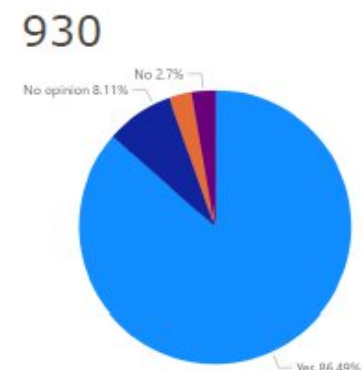
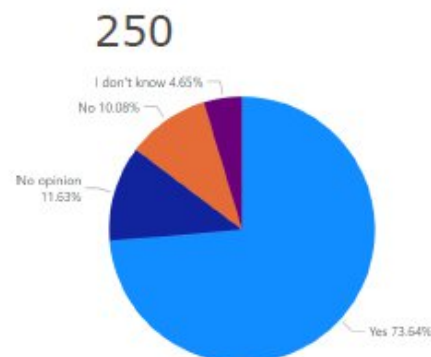


## Proposed route changes

Route	Mobility Board Priority	Change
930	More service on nights and weekends	Evening/Sat. service added
251	Improve and add local connections	New Woodinville to Redmond connection
250	More service on nights and weekends	All service to Avondale
222 & 223	Improve and add local connections	New night service, 2-way Education Hill, new Cottage Lake connection
224	Ensure transfers are easy/seamless	Increased frequency Duvall-Redmond
245/ B Line	Ensure transfers are easy/seamless	More direct routing
ST 542	Improve and add local connections, ensure transfers are easy/seamless	New Bear Creek connection, increased frequency

## What we heard near Redmond

- Strong support for changes on Routes
  - 930
  - 251
  - 224
  - 250
  - B Line
- Support for Cottage Lake connections, and directness from Education Hill
- ST 542 – local connections, Bear Creek P&R
- Comments about coverage:
  - Old Redmond Rd, 148<sup>th</sup> Ave NE, NE 51<sup>st</sup> St and 156<sup>th</sup> Ave NE
  - SE Redmond area







# Thank You

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Any Questions?

*For more information on the East Link Connections Project:  
[haveasay@kingcounty.gov](mailto:haveasay@kingcounty.gov) or call (206) 263-1939 or visit  
[www.elc.participate.online](http://www.elc.participate.online)*



# East Link Connections Redmond City Council

November 16, 2021



# Agenda

1. Program goals, scope, timeline
2. Link light rail on the Eastside
3. Capital improvements for bus rail integration
4. Engagement and proposed changes

# Project Goals, Scope, Timeline

# East Link Connections Goals

## Improve

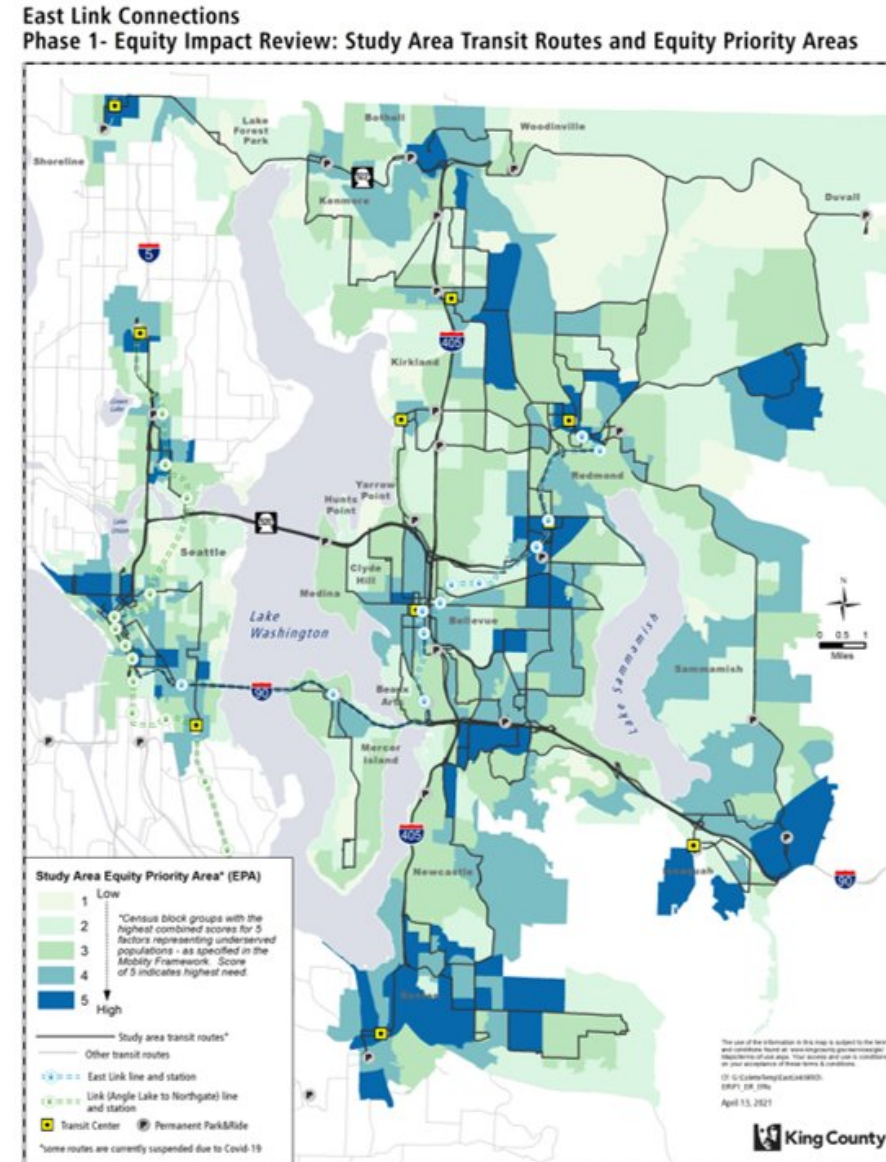
- Improve mobility for priority populations, as defined by Metro's Mobility Framework

## Inform, engage, & empower

- Equitably inform, engage, and empower current and potential customers

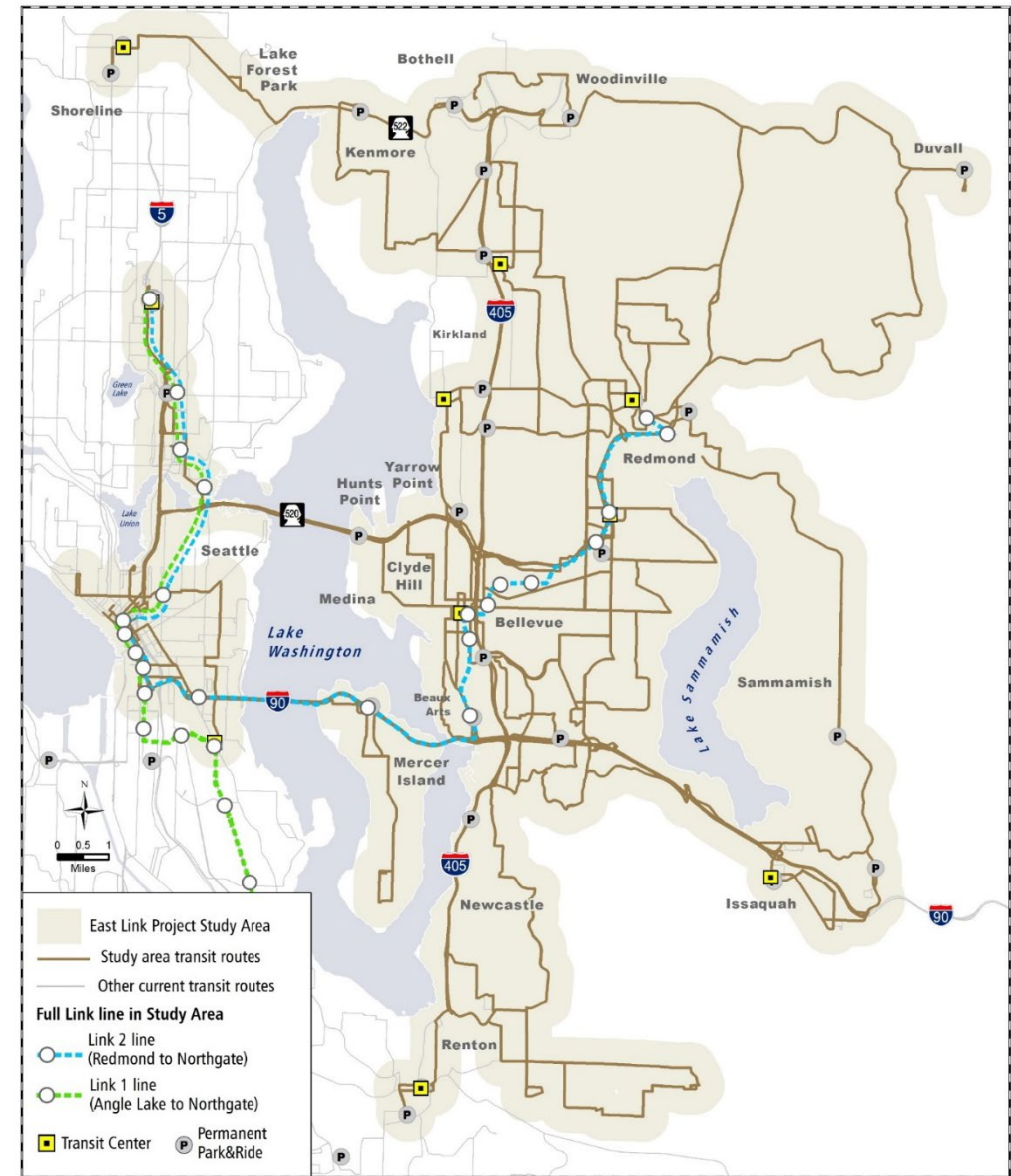
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- Deliver integrated service that responds to Link expansion
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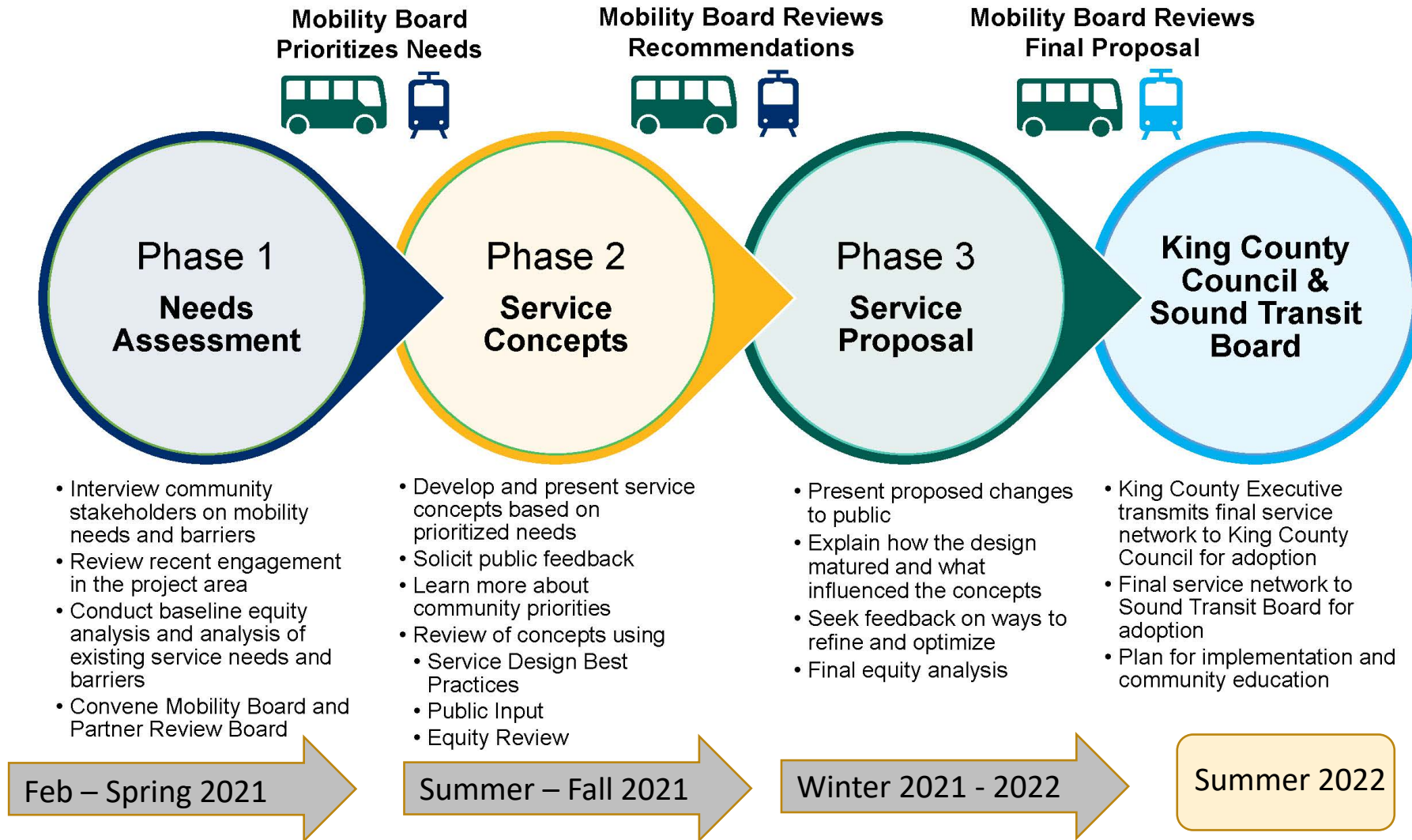
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- Mercer Island
- Newcastle
- Redmond
- Renton
- Sammamish
- Seattle
- Shoreline
- Woodinville
- Yarrow Point





# Engagement Timeline & Next Steps





# How do we evaluate service?

## Ridership

- How many people are riding?

## Productivity

- Spending resources to benefit the most riders
- **Equity Analysis**
- Do our services meet the needs of historically underrepresented community members?
- Do service changes improve service for priority areas?

## Public Input and Feedback

- What are riders saying?





# Link Light Rail



## Link light rail

- Fast, reliable service free from traffic
- 28 new stations opening by 2024

# Link is a people mover

1 light rail train (4 train cars)



10 buses



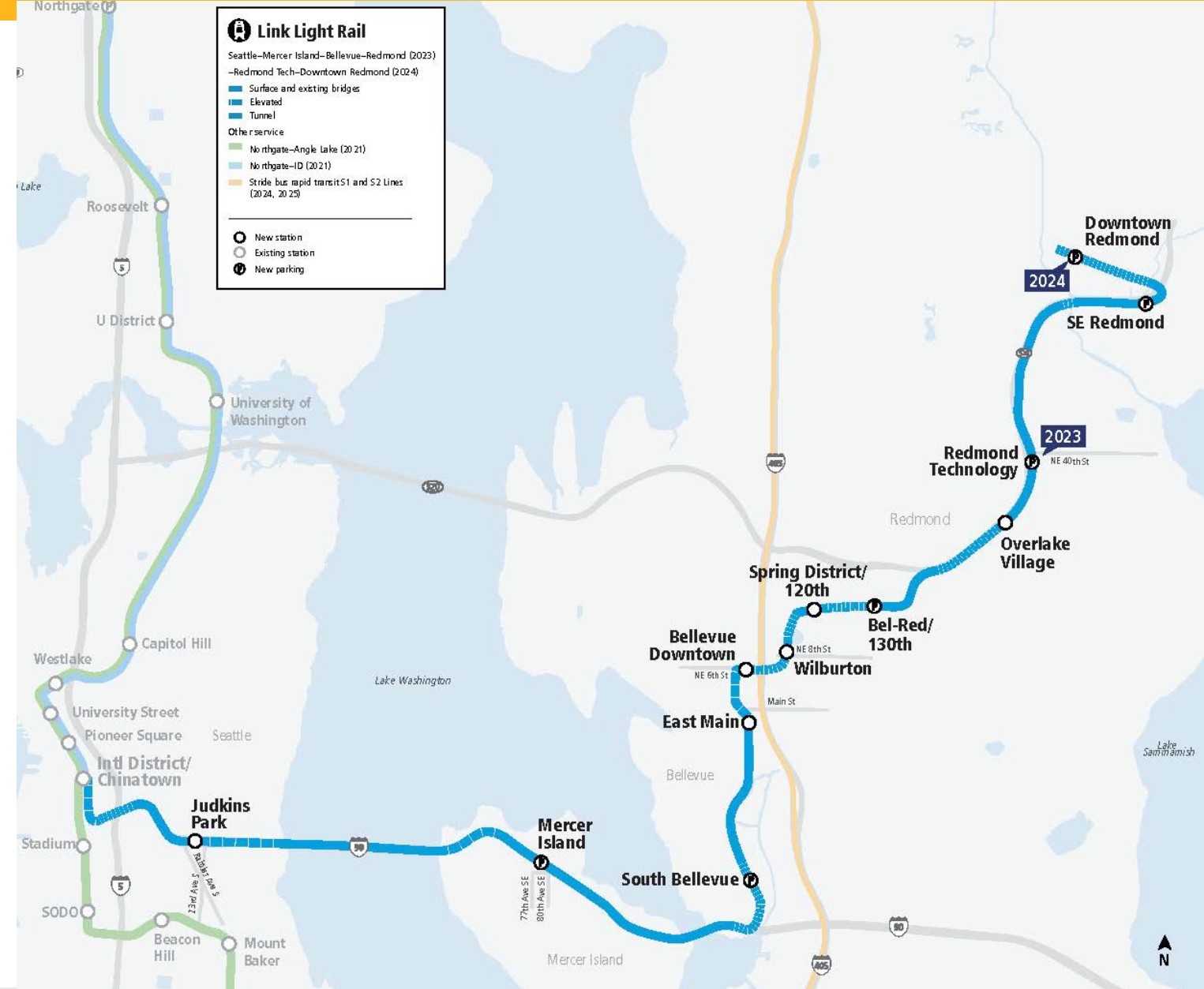
500 cars





# Link 2 Line

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- Projected travel times:
  - 18 min Downtown Redmond to Bellevue
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# Capital Improvements for Bus Rail Integration

# Station-areas

- **Program Goal**

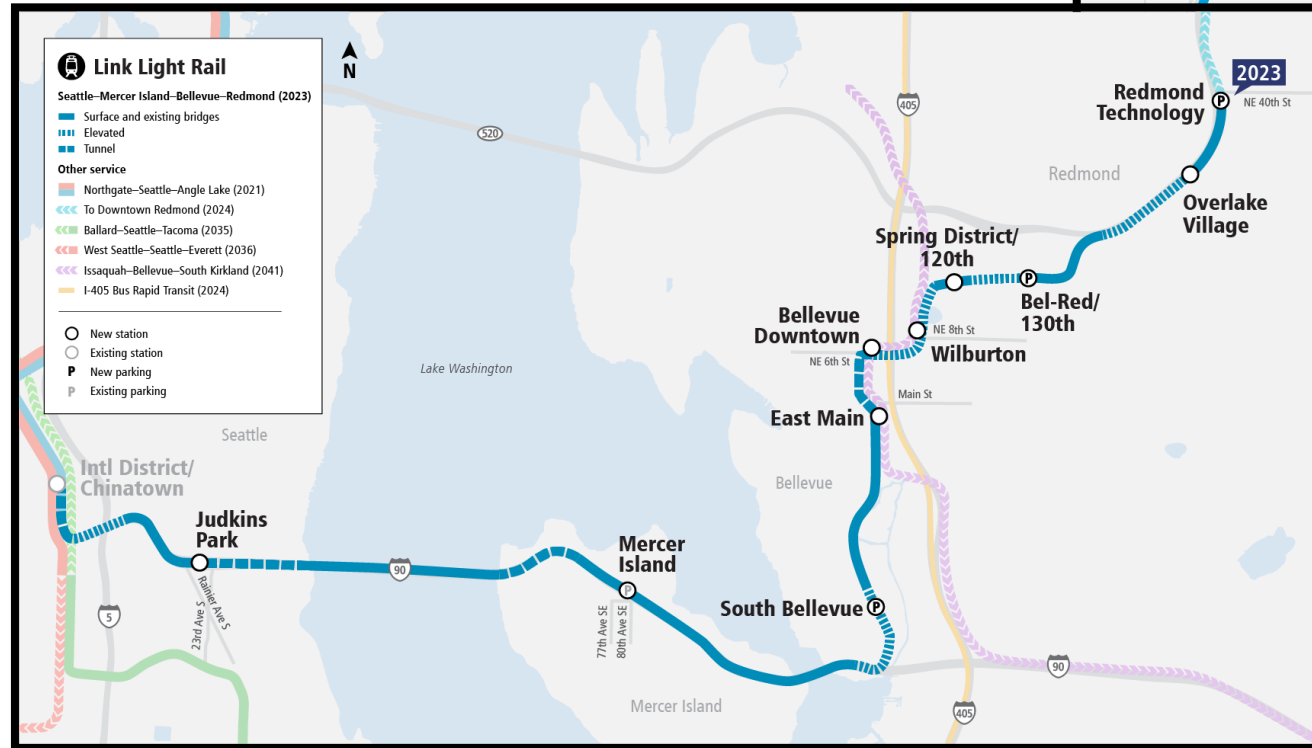
- Improve the safety, convenience, and visibility at bus stops that are primary Link transfer points

- **Program Scope**

- New, relocated, or upgraded bus stops at Link stations
- Shelters, benches, lighting, route maps
- Real-time information signs w/new e-ink screens

- **Program status**

- Locations and scope of projects mostly defined
- Some changes anticipated based on bus restructure process





# Bus Stops

- **Program Goal**
  - Provide new bus stops along new transit pathways and improve bus stops at new transfer locations
- **Program Scope**
  - New, relocated, or upgraded bus stops throughout restructured area
  - Concrete landing pads to provide accessibility at all new stops
  - Shelters, benches, lighting, route maps at transfer points (if funding allows)

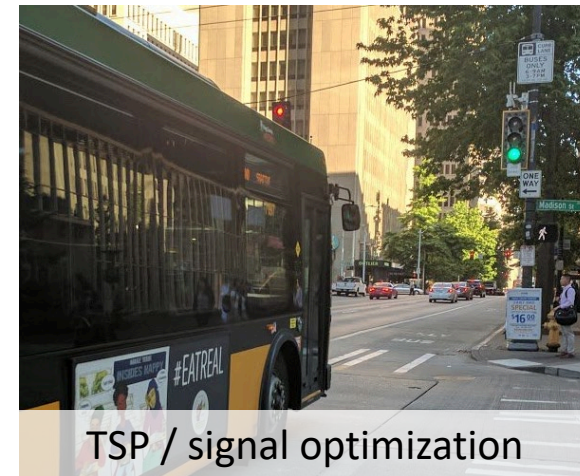
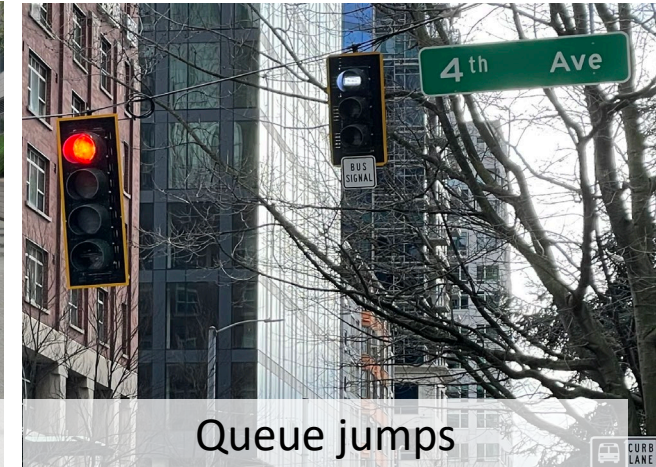
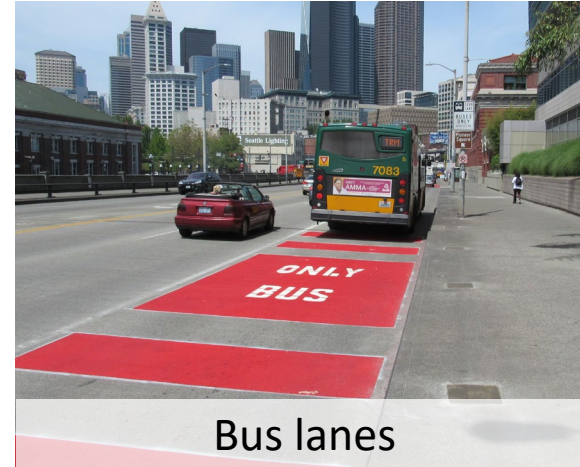


Concrete landing pads provide accessibility at new bus stops



# Speed & Reliability

- **Program Goal**
  - Improve transit reliability, speed, service quality, and increase ridership
- **Program Scope**
  - Study, design, and implement transit priority treatments on frequent transit routes through jurisdictional partnerships
  - Target improvements at congested and bottleneck locations
- **Program Status**
  - Concept design (10%) and cost estimates are being completed for 5 project locations





# Engagement and Proposed Changes

# Phase 1 Engagement Highlights



## Stakeholder Interviews

- Conducted March-May 2021
- 18 Community based organizations, cities, and employers
- Service needs and engagement input to reach their communities

## Phase 1 Public Survey

- Conducted April 5-25, 2021
- 1,300 respondents to online survey
- Available in 9 languages

# East Link Connections Mobility Board

- Community members who live, work, and travel within east King County, and surrounding communities.

What is their role?

- To advise and collaborate with Metro and Sound Transit to develop and refine a proposed transit network on the Eastside.



# Phase 2 Engagement Highlights

Conducted 9/13/2021 - 10/25/2021

- 131,430 mailings
- Virtual briefing sessions (350 participants)
  - 4 public meetings
  - 8 with community groups
- Digital and ethnic media ads
- Outreach tool kit
- 60 Bus stop signs
- Formal partnerships with 4 community-based organizations



## Survey

- Online Open House platform and survey in 8 languages
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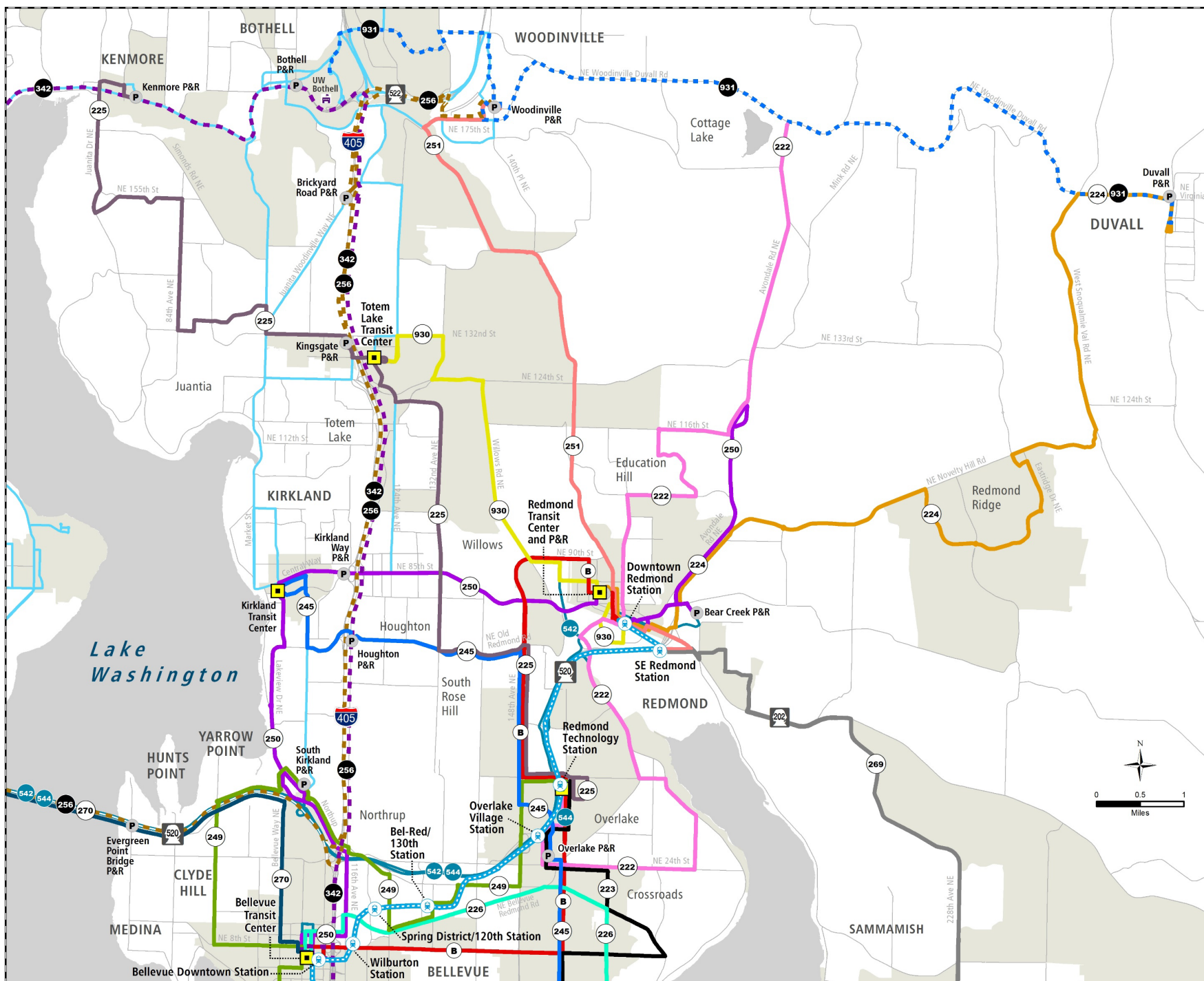
# Mobility Board Priorities:

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### Top prioritized needs:

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- 249** Overlake-Bellevue-S Bellevue
- 250** Bellevue-Kirkland-Avondale
- 251** Redmond-Woodinville
- 269** Mercer Island-Issaquah-Sammamish-Redmond
- 270** Bellevue-UW
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- RT 230 - Kirkland-North Creek
- RT 231 - Kirkland-Woodinville
- RT 239 - Kirkland-UW Bothell
- RT 255 - Totem Lake-U District

\*Note - routes 202, 240, 241 (Bellevue Transit Center- South) are not shown on this map

## Sound Transit Services

- R** Proposed East Link light rail & station
- #** Sound Transit Express bus routes

- Highest Equity Priority Areas
- T** Transit Center
- P** Permanent Park&Ride

The use of the information in this map is subject to the terms and conditions found at [www.kingcounty.gov/services/mapping/terms-of-use.aspx](http://www.kingcounty.gov/services/mapping/terms-of-use.aspx). Your access and use is conditioned on your acceptance of these terms & conditions.  
CP: G:\ColetteTemp\EastLinkMXD\Phase2  
PZ: NorthProposedRoutes October 6, 2021





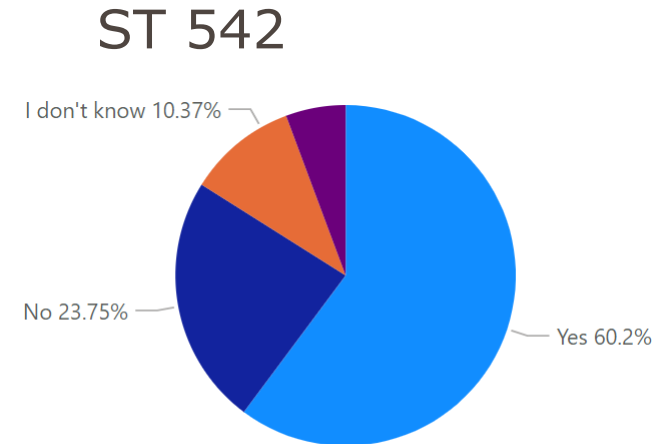
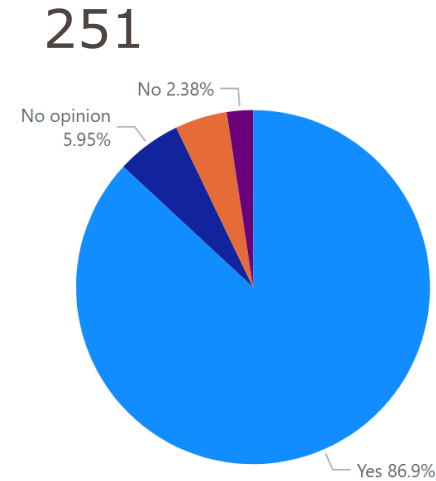
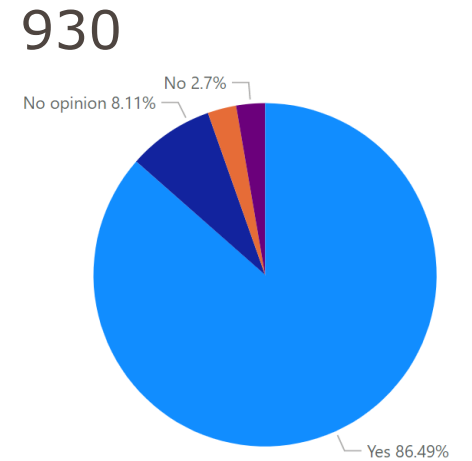
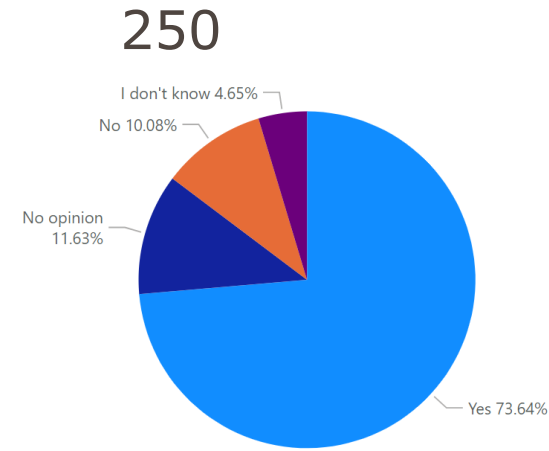
# Proposed route changes

Route	Mobility Board Priority	Change
930	More service on nights and weekends	Evening/Sat. service added
251	Improve and add local connections	New Woodinville to Redmond connection
250	More service on nights and weekends	All service to Avondale
222 & 223	Improve and add local connections	New night service, 2-way Education Hill, new Cottage Lake connection
224	Ensure transfers are easy/seamless	Increased frequency Duvall-Redmond
245/ B Line	Ensure transfers are easy/seamless	More direct routing
ST 542	Improve and add local connections, ensure transfers are easy/seamless	New Bear Creek connection, increased frequency



# What we heard near Redmond

- Strong support for changes on Routes
  - 930
  - 251
  - 224
  - 250
  - B Line
- Support for Cottage Lake connections, and directness from Education Hill
- ST 542 – local connections, Bear Creek P&R
- Comments about coverage:
  - Old Redmond Rd, 148<sup>th</sup> Ave NE, NE 51<sup>st</sup> St and 156<sup>th</sup> Ave NE
  - SE Redmond area



# Thank You!

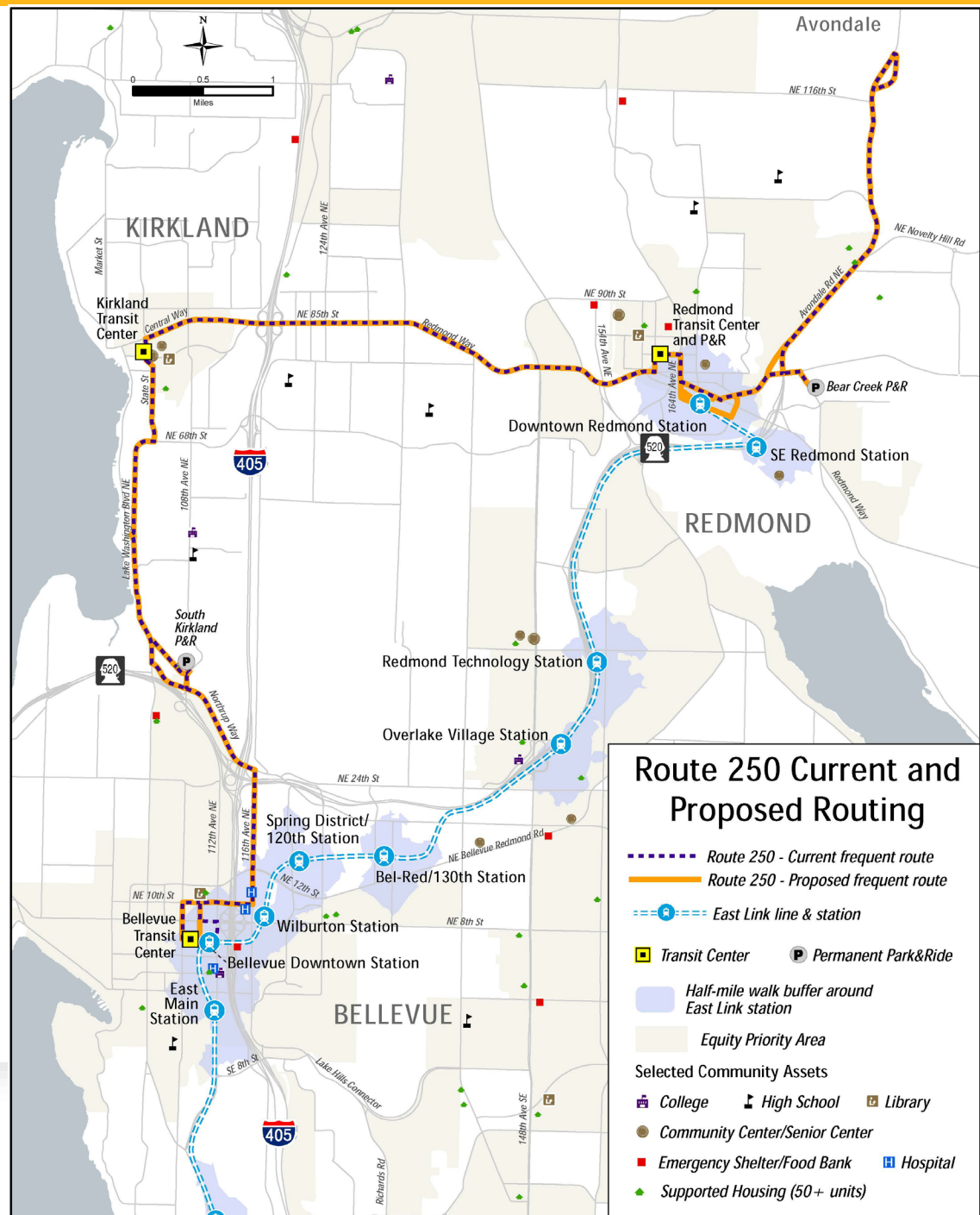


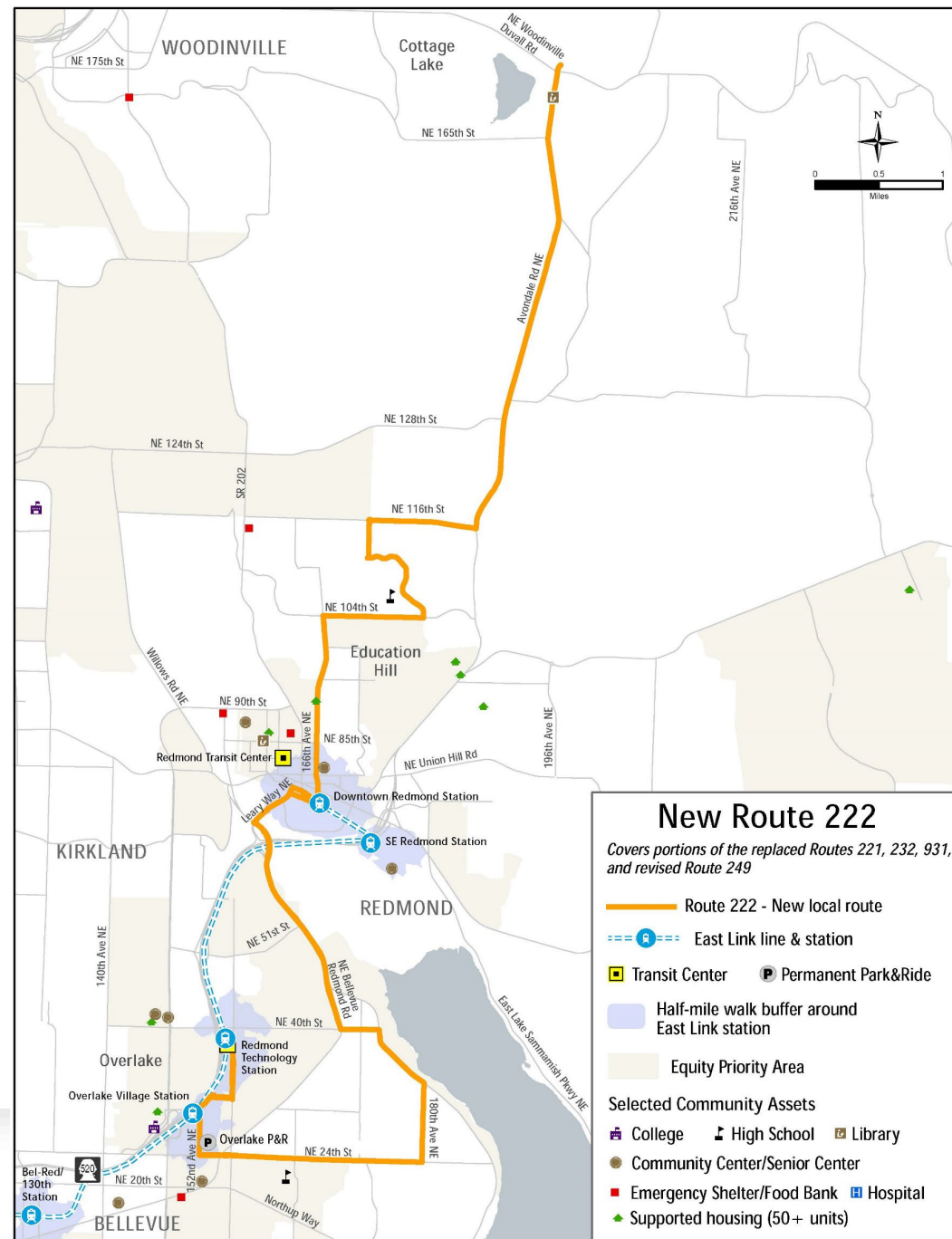
For more information on East Link Connections Project:  
[haveasay@kingcounty.gov](mailto:haveasay@kingcounty.gov) or call (206) 263-1939

To learn more and see route level maps visit  
[www.elc.participate.online](http://www.elc.participate.online)





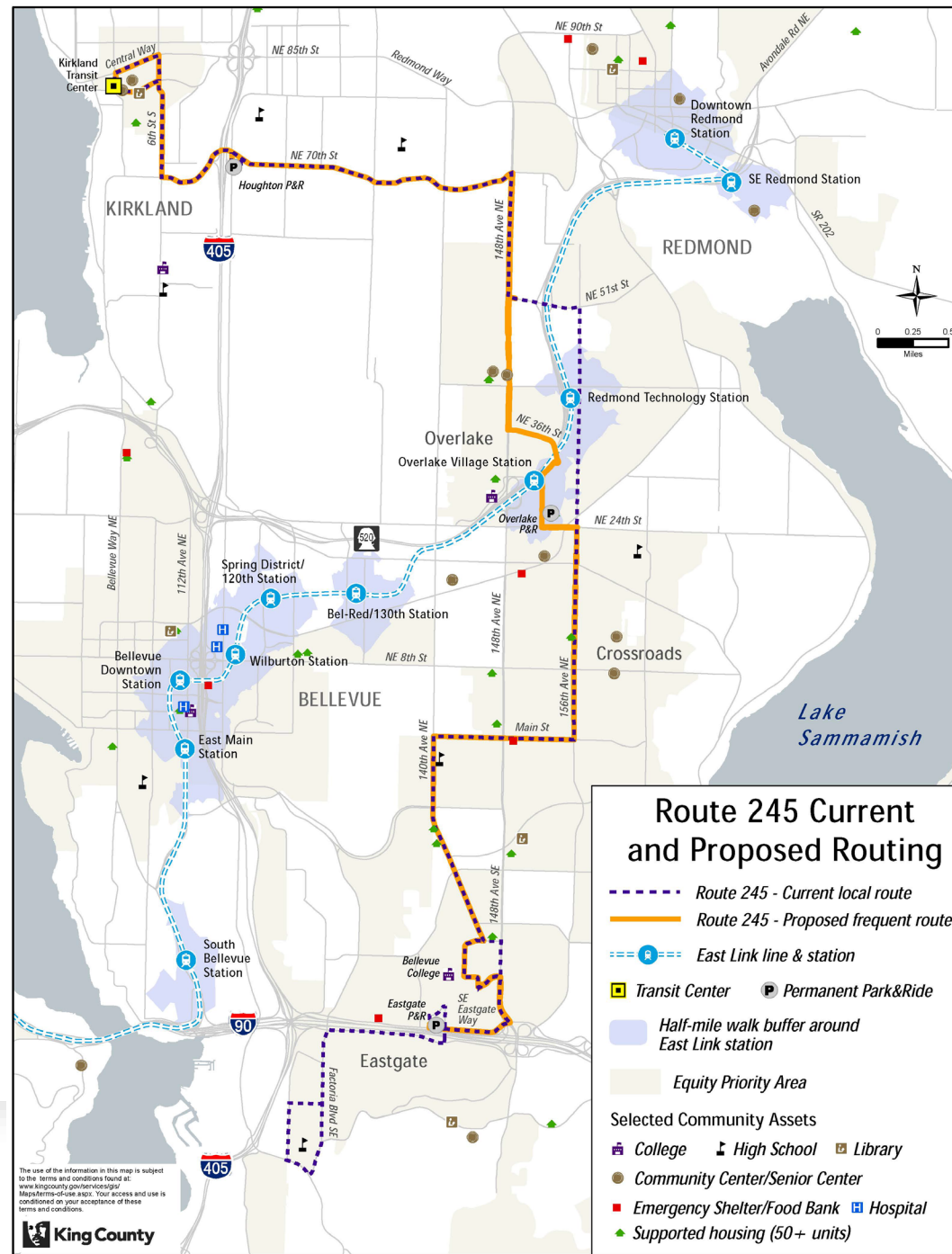






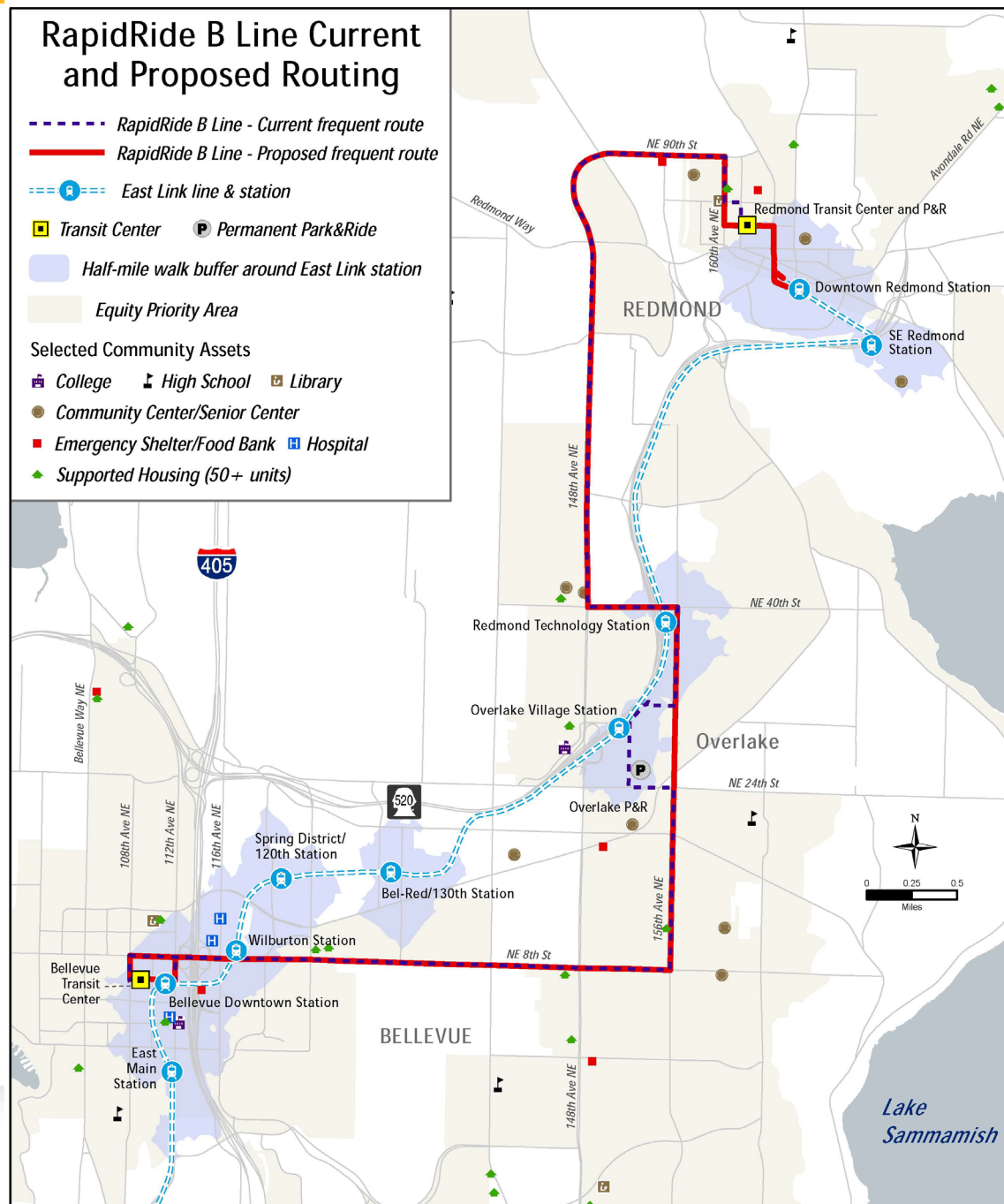




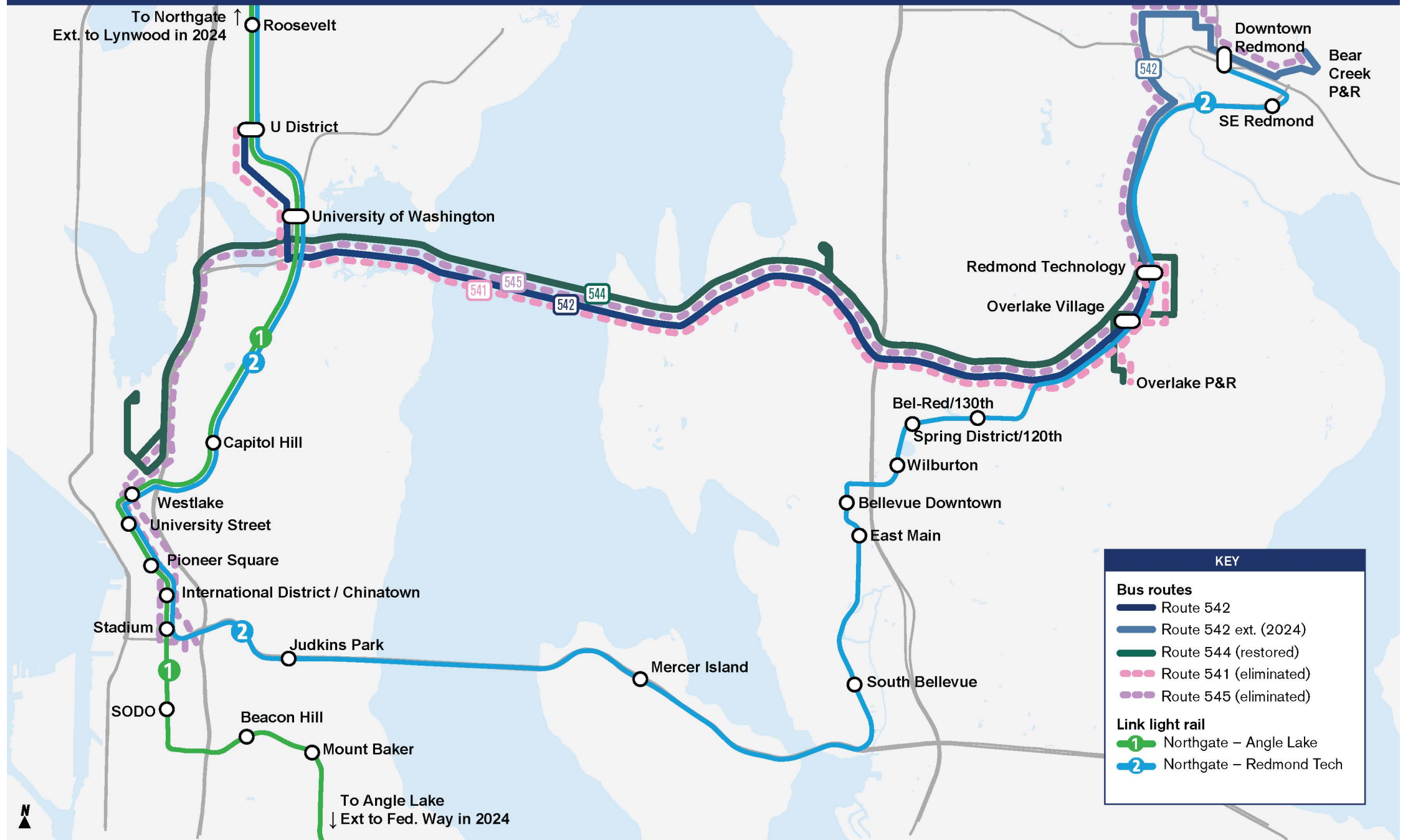


## RapidRide B Line Current and Proposed Routing

- RapidRide B Line - Current frequent route
- RapidRide B Line - Proposed frequent route
- East Link line & station
- Transit Center P Permanent Park&Ride
- Half-mile walk buffer around East Link station
- Equity Priority Area
- Selected Community Assets**
- College ■ High School ■ Library
- Community Center/Senior Center
- Emergency Shelter/Food Bank ■ Hospital
- ◆ Supported Housing (50+ units)



# SR-520 Map (541/542/544/545 )





## Memorandum

**Date:** 11/16/2021  
**Meeting of:** City Council

**File No.** AM No. 21-175  
**Type:** Staff Report

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

Finance	Chip Corder	425-556-2189
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**DEPARTMENT STAFF:**

Finance	Kelley Cochran	Deputy Finance Director
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**TITLE:**

2021 Third Quarter Financial Report & Selected 2021 Financial Forecasts

**OVERVIEW STATEMENT:**

The purpose of this staff report is to review the quarterly financial performance from January 1, 2021 through September 30, 2021. Each month the Redmond City Council's Finance, Administration and Communications (FAC) Committee reviews the City's monthly financial report. At the end of each quarter the City Council reviews the highlights from that quarter's financials. In addition, a 2021 financial forecast is provided for the General Fund, Water/Wastewater M&O Fund, and major CIP revenues (real estate excise tax, impact fees, and business tax).

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

#### OUTCOMES:

As reported at the October 26, 2021 Finance, Administration and Communications Committee of the Whole meeting, the key financial highlights through September 30, 2021 include the following:

#### General Fund

- Total revenues are 30.3%, or \$19.7 million, above target.
- Sales tax is 84.9%, or \$15.8 million, above target primarily due to the high level of development activity, which has generated \$11.8 million in one-time construction sales tax. Ongoing sales tax is 40.7%, or \$6.3 million, above target.
- Utility taxes are 2.8%, or \$226,000, above target.
- License & permit fees are 27.9%, or \$2.4 million, above target primarily due to the high level of development activity.
- Intergovernmental revenues are 22.5%, or \$2.5 million, above target primarily due to the American Rescue Act Plan (ARPA) allocation to the City.
- Total expenditures are 15.6%, or \$17.4 million, below target primarily due to position vacancies, the timing of one-time expenditures, and the budget adjustments adopted by ordinance on August 17, 2021 that impact 2022 and beyond (e.g., \$5.0 million in ARPA funding won't be spent until 2022, and most of the Police body-worn camera program funding is reserved for 2023-2025).

#### Other Funds

- *Recreation Activity Fund*: Total revenues are 20.9%, or \$200,000, above target primarily due to summer camps, field rentals, and donations.
- *Water/Wastewater M&O Fund*: Total revenues are 11.7%, or \$3.2 million, more than total expenditures. Of particular note, commercial water consumption is 11.0% above target, but is still well below the historical average prior to the pandemic.
- *Capital Investment Program*: Total expenditures are 26.2% of budget at the 37.5% point of the biennium.

#### Selected 2021 Financial Forecasts

- General Fund

	2021 Budget	2021 Forecast	Forecast - Budget	Note
Revenues	\$98,023,996	\$116,745,126	\$18,721,130	Surplus revenue
Expenditures	122,446,311	121,242,377	(1,203,934)	Expenditure savings*
Estimated 2021 Surplus			\$19,925,064	

\* Expenditure savings will be used to fund: 1) the 2022 COLA, which is significantly higher than what was budgeted; and 2) planned work that was budgeted but not started or completed in 2021.

- Water/Wastewater M&O Fund

	2021 Budget	2021 Forecast	Forecast - Budget	Note
Revenues	\$35,968,068	\$38,748,307	\$2,780,239	Surplus revenue
Expenditures	36,843,593	35,385,095	(1,458,498)	Expenditure savings*
Estimated 2021 Surplus			\$4,238,737	

\* Expenditure savings will be used to fund: 1) the 2022 COLA, which is significantly higher than what was budgeted; and 2) planned work that was budgeted but not started or completed in 2021.

- Major CIP Revenues

	2021 Budget	2021 Forecast	Forecast - Budget	Note
Real estate excise tax	\$4,100,000	\$9,355,889	\$5,255,889	Surplus revenue
Impact fees:				
Park	1,600,000	4,262,948	2,662,948	Surplus revenue
Transportation	2,500,000	12,080,621	9,580,621	Surplus revenue
Fire	145,952	297,495	151,543	Surplus revenue
Business tax	5,096,576	5,634,633	538,057	Surplus revenue
Estimated 2021 Surplus			\$18,189,058	

#### 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:

N/A

☐ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
10/26/2021	Committee of the Whole - Finance, Administration, and Communications	Receive Information

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
11/23/2021	Committee of the Whole - Finance, Administration, and Communications	Receive Information

Time Constraints:

N/A

**ANTICIPATED RESULT IF NOT APPROVED:**

N/A

**ATTACHMENTS:**

Attachment A: 2021 Third Quarter Financial Report Presentation





# 2021-2022 Budget 2021 Third Quarter Financial Report & Selected 2021 Financial Forecasts

November 16, 2021





# Agenda

- Brief review of major funds
  - General Fund
  - Water/Wastewater M&O Fund
  - Recreation Activity Fund
  - Capital Investment Program Funds
- Selected 2021 Financial Forecasts
  - General Fund
  - Water/Wastewater M&O Fund
  - Major CIP revenues

# General Fund Summary (Q3 2021)

- Total revenues are 30.3% (\$19.7M) > target
  - Significantly above target
    - Sales Tax, Licenses and Permits, Intergovernmental Revenues, and Charges for Services
  - On target
    - Property Tax and Utility Taxes
  - Significantly below target
    - Fine & Forfeits and Miscellaneous Revenues
- Total expenditures are 15.6% (\$17.4M) < target

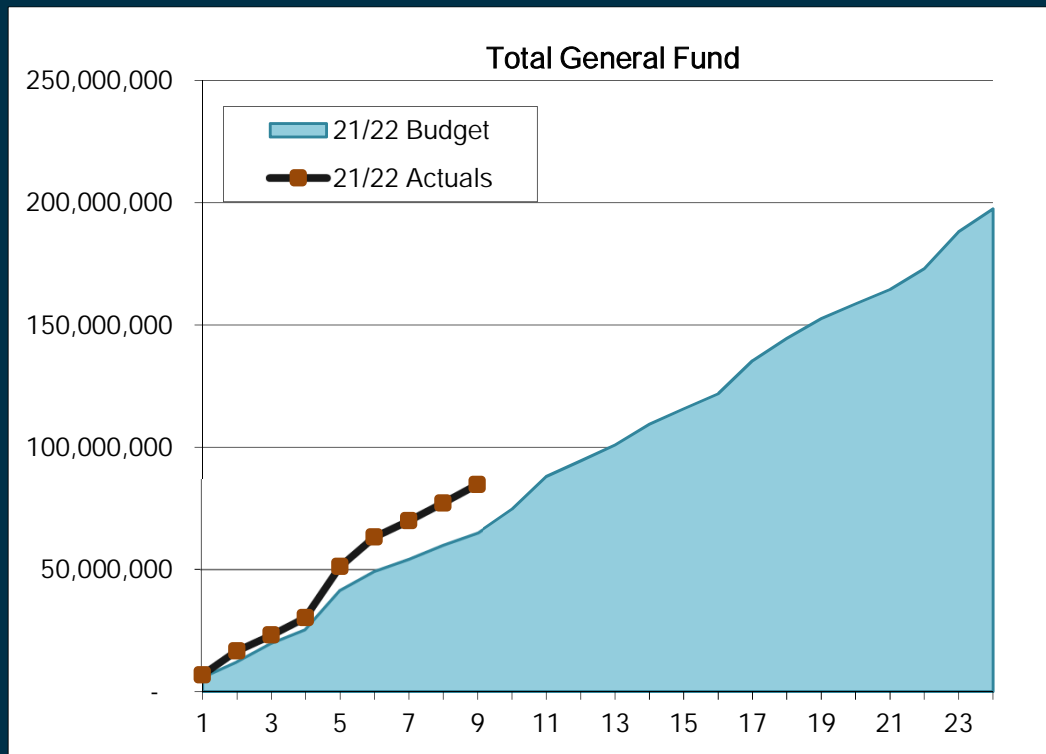
# General Fund Revenues

## Q3 2021 vs. Q3 2020

- Total revenues are up 17.6% (\$12.7M)
  - Intergovernmental Revenues are up 75.6% (\$5.8M) primarily due to American Rescue Plan Act (ARPA) revenue
  - Sales Tax is up 19.6% (\$5.6M) primarily due to high level of construction activity

# General Fund Revenues

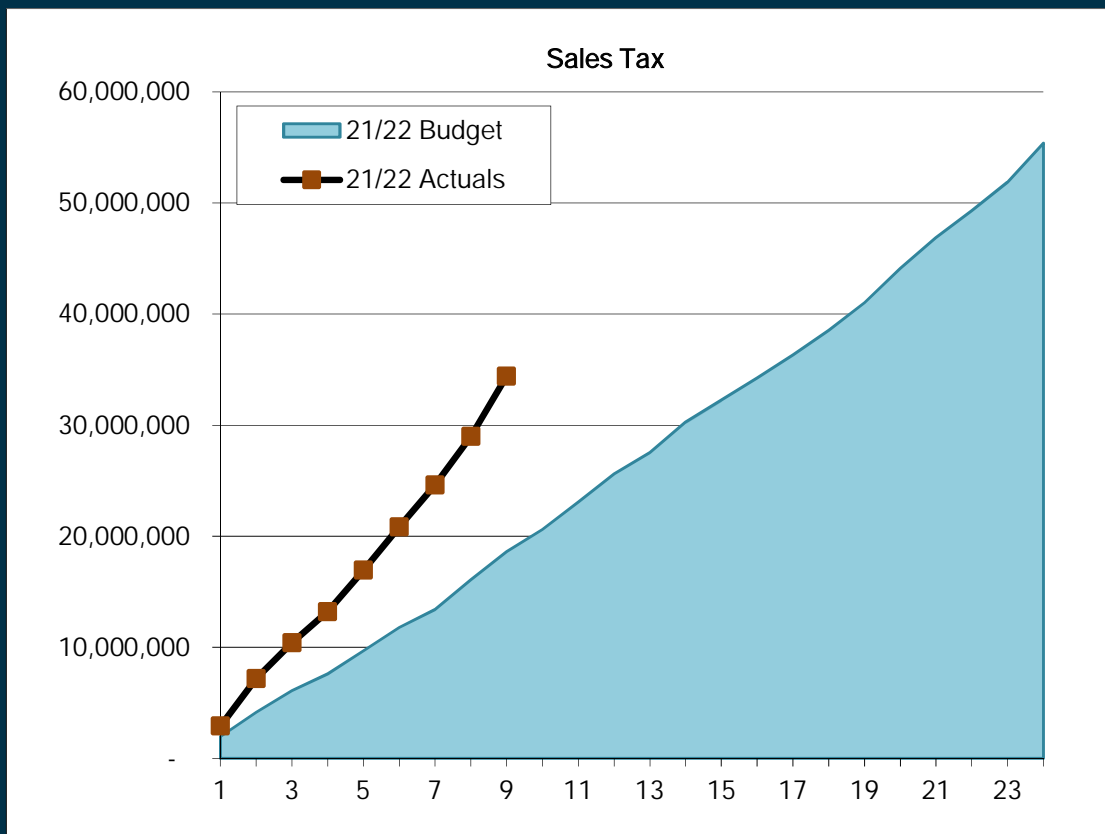
## Budget to Actual Through Q3 2021



- Total revenues = \$84.8M
- Total revenues are 30.3% (\$19.7M) > target
- Primary drivers are sales tax, licenses and permits, intergovernmental revenues, and charges for services

# General Fund - Sales Tax

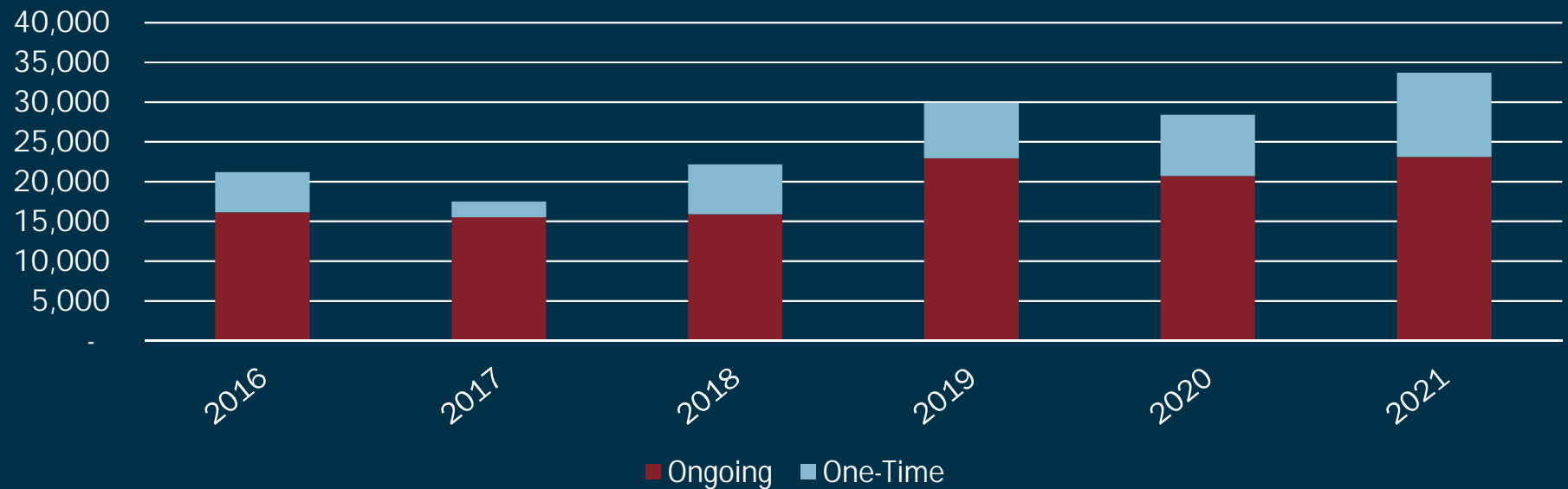
## Budget to Actual Through Q3 2021



- Sales tax is 84.9% (\$15.8M) > target
- Primary driver is one-time construction sales tax (\$11.8M)

# General Fund - Sales Tax

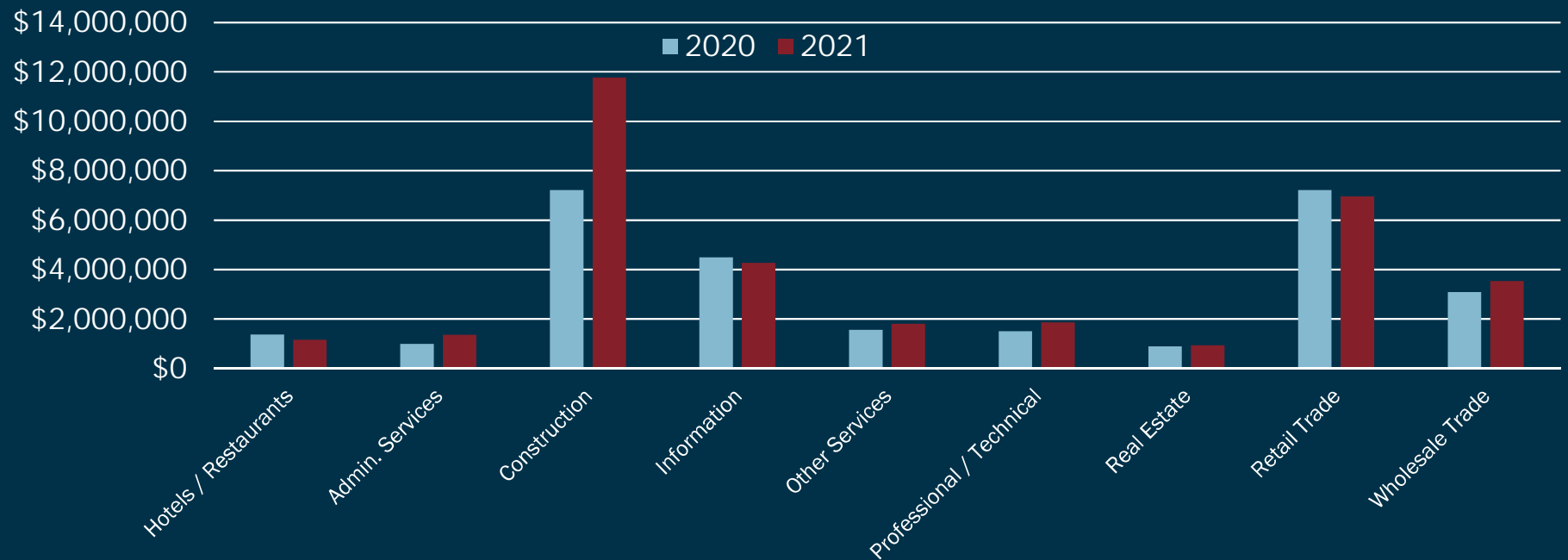
September YTD 2016-2021  
(In Thousands)





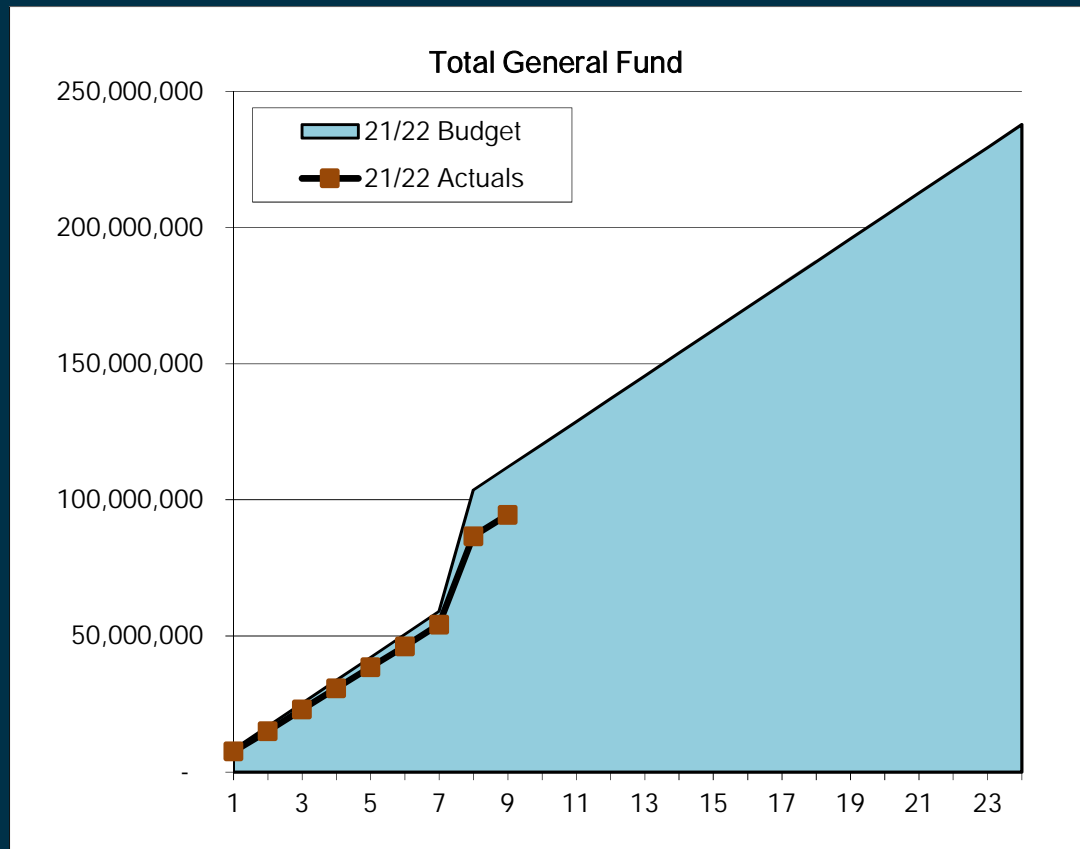
# General Fund - Sales Tax

September YTD 2020-2021 by Business Sector



# General Fund Expenditures

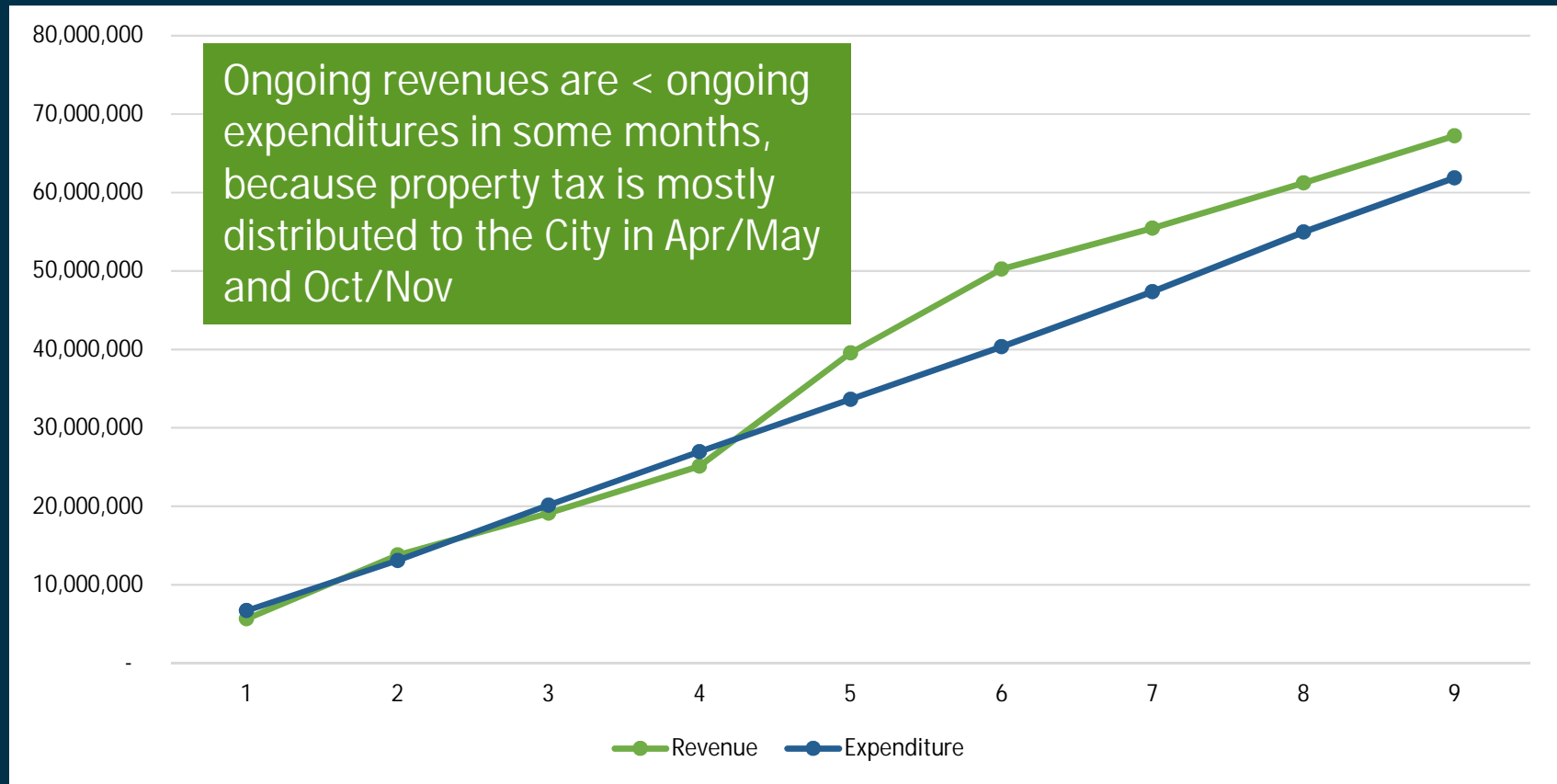
## Budget to Actual Through Q3 2021



- Total expenditures = \$94.6M
- Total expenditures are 15.6% (\$17.4M) < target
- Primarily due to position vacancies, timing of one-time expenditures, and budget adjustments adopted on 8/17/21 that impact 2022 and beyond

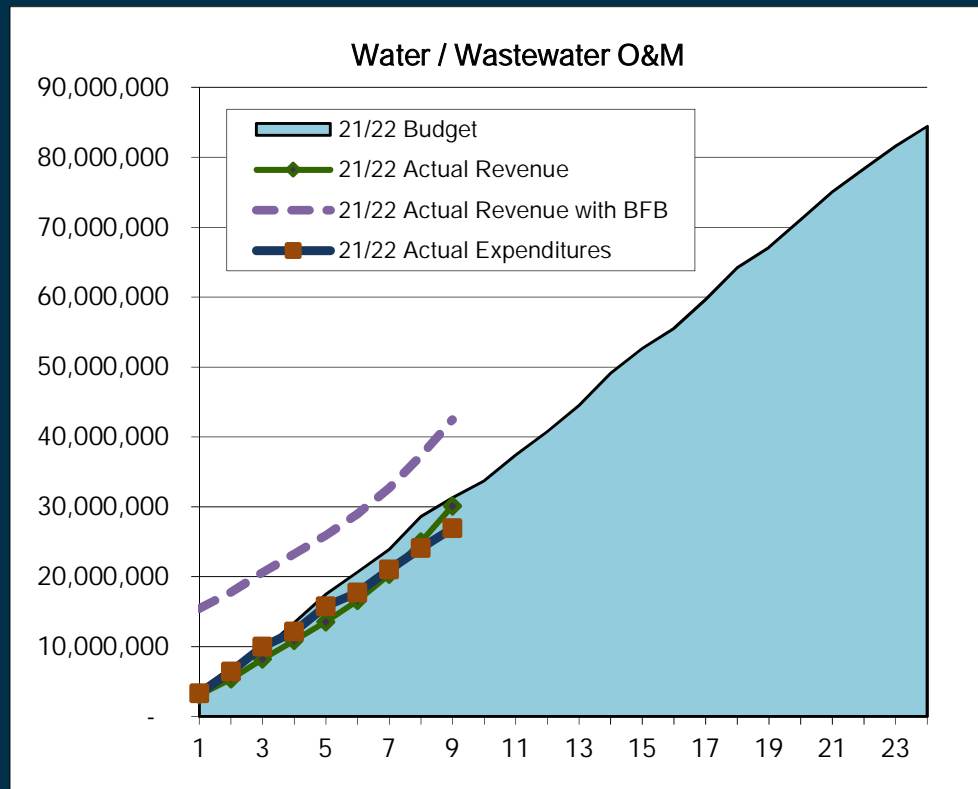
# General Fund

## Ongoing Revenues vs. Ongoing Expenditures



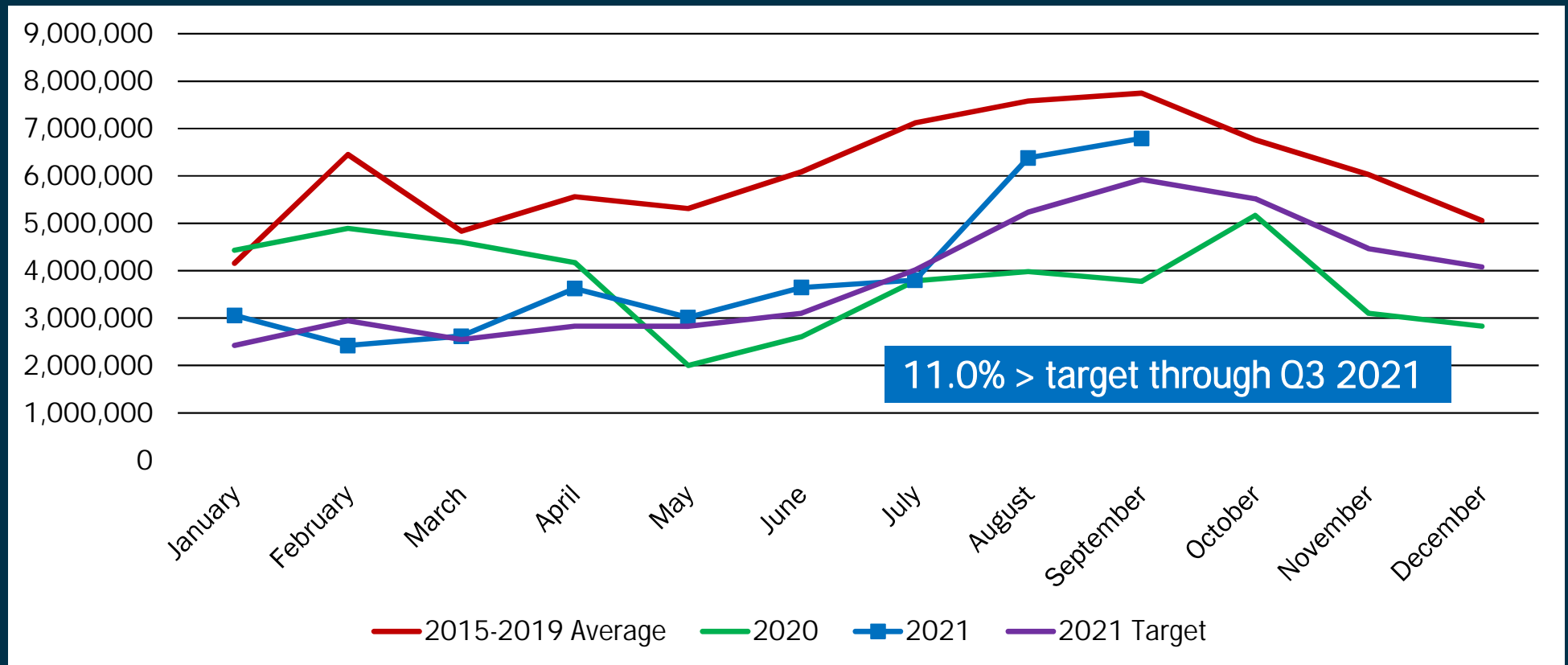
# Water/Wastewater M&O Fund

## Budget to Actual Through Q3 2021

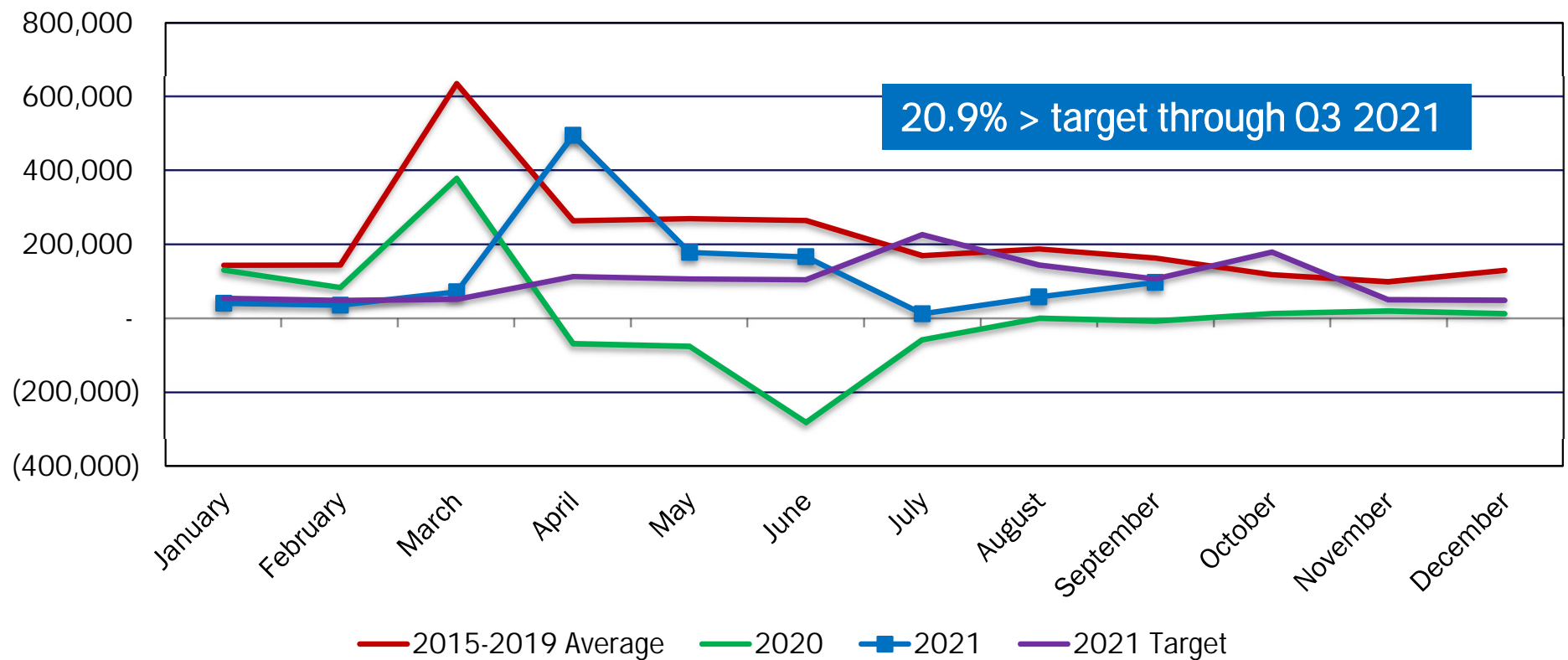


- Total revenues are 11.7% (\$3.2M) > total expenditures
- Primary drivers are:
  - High irrigation use in summer months
  - Reduced expenditures
- Commercial water sales are 11.0% > target, but still well below historical average prior to the pandemic

# Commercial Water Consumption



# Recreation Activity Fund Revenues



# Capital Investment Program Funds

Fund	Budget	Expenditures	% Expended
CIP Maintenance	\$30.84M	\$13.78M	44.6%
General CIP	50.71M	10.75M	21.2%
Utility CIP	55.85M	11.40M	20.4%
<b>Grand Total</b>	<b>\$137.40M</b>	<b>\$35.93M</b>	<b>26.2%</b>

Total CIP expenditures are 26.2% of budget at the 37.5% point of the biennium

Projects of note:

- **General CIP:** Transportation projects associated with Sound Transit and Microsoft
- **Facilities Master Plan:** Redmond Senior and Community Center rebuild and Seismic Upgrades to Fire Stations
- **Utility CIP:** Pump Station Replacements and Pressure Reducing Valves



# Selected 2021 Financial Forecasts

## General Fund

General Fund	2021 Budget	2021 Forecast	Forecast – Budget	Note
Revenues	\$98.02M	\$116.74M	\$18.72M	Surplus revenue
Expenditures	\$122.45M	\$121.24M	(\$1.20M)	Expenditure savings*
	Estimated 2021 surplus		<b>\$19.92M</b>	

\* Expenditure savings will be used to fund: 1) 2022 COLA, which is higher than what was budgeted; and 2) planned work that was budgeted but not started or completed in 2021.

# Selected 2021 Financial Forecasts

## Water/Wastewater M&O Fund

Water/Wastewater M&O Fund	2021 Budget	2021 Forecast	Forecast – Budget	Note
Revenues	\$35.97M	\$38.75M	\$2.78M	Surplus revenue
Expenditures	\$36.84M	\$35.38M	(\$1.46M)	Expenditure savings*
	Estimated 2021 surplus		\$4.24M	

\* Expenditure savings will be used to fund: 1) 2022 COLA, which is higher than what was budgeted; and 2) planned work that was budgeted but not started or completed in 2021.

# Selected 2021 Financial Forecasts

## Major CIP Revenues

Major CIP Revenues	2021 Budget	2021 Forecast	Forecast – Budget	Note
Real estate excise tax	\$4.10M	\$9.36M	\$5.26M	Surplus revenue
Impact fees:				Surplus revenue
Park	\$1.60M	\$4.26M	\$2.66M	Surplus revenue
Transportation	\$2.50M	\$12.08M	\$9.58M	Surplus revenue
Fire	\$0.15M	\$0.30M	\$0.15M	Surplus revenue
Business tax	\$5.10M	\$5.63M	\$0.54M	Surplus revenue
	Estimated 2021 surplus		<b>\$18.19M</b>	

17



CityofRedmond  
WASHINGTON

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Finance Director

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