

# City of Redmond



## Agenda

Tuesday, March 8, 2022

4:30 PM

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

## **Committee of the Whole - Finance, Administration, and Communications**

### **Committee Members**

*Steve Fields, Presiding Officer*

*Jeralée Anderson*

*David Carson*

*Jessica Forsythe*

*Varisha Khan*

*Vanessa Kritzer*

*Melissa Stuart*

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**AGENDA**

ROLL CALL

1. Adoption of Juneteenth as a City Holiday [CM 22-228](#)  
[Attachment A: Personnel Manual 9.10 - Holidays](#)  
[Attachment B: Resolution](#)  
*Department: Human Resources, 10 minutes*  
*Requested Action: Consent, March 15th*
2. Monthly Financial Report through January 2022 and Quarterly Overtime Report through December 2021 [CM 22-221](#)  
[Attachment A: January 2022 Monthly Financial Report](#)  
[Attachment B: 2021 Fourth Quarter Overtime Report](#)  
*Department: Finance, 15 minutes*  
*Requested Action: Informational*
3. Ceasing the Monthly Financial Report [CM 22-223](#)  
*Department: Finance, 15 minutes*  
*Requested Action: Informational*
4. 2023-2024 Budget Calendar [CM 22-213](#)  
[Attachment A: 2023-2024 Budget Calendar](#)  
*Department: Finance, 15 minutes*  
*Requested Action: Consent, March 15th*



## Memorandum

**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-228

**Type:** Committee Memo

**TO:** Committee of the Whole - Finance, Administration, and Communications

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

Human Resources	Cathryn Laird	425-556-2125
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**DEPARTMENT STAFF:**

Human Resources	David Puente	HR Policy and Labor Analyst
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**TITLE:**

Adoption of Juneteenth as a City Holiday

**OVERVIEW STATEMENT:**

This memo seeks approval of the adoption of Juneteenth as a paid City holiday, effective June 19, 2022. June 19 is the annual observance celebrating the end of slavery in the United States in 1865, when Union soldiers enforced President Lincoln's Emancipation Proclamation and freed all remaining slaves in Texas. It was two months after the South's official surrender in the Civil War and two and a half years after the proclamation went into effect.

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

**REQUESTED ACTION:**

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**

N/A

- **Required:**

Redmond Personnel Manual Section 1.40

- **Council Request:**

N/A

- **Other Key Facts:**

In May 2021, Governor Inslee signed a measure making Juneteenth a legal state paid holiday, effective June 19, 2022. On June 18, 2021, President Biden proclaimed June 19<sup>th</sup> as Juneteenth Day of Observance, making it a federal holiday.

**OUTCOMES:**

The recognition of this new holiday is worthy of celebration by every American, including City of Redmond employees. It has been celebrated since 1866, mostly by Black Americans, but has not been heard more broadly until recently and represents a critical turning point in American history, as the day America began to live up to one of our greatest principles...a nation devoted to liberty for all.

**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:**

Adoption of a holiday results in an unproductive workday equivalent of approximately \$219,163 in lost productivity and banked holiday time for public safety positions. There is no actual additional cost or expense.

**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**

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**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-228

**Type:** Committee Memo

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**COUNCIL REVIEW:**

**Previous Contact(s)**

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

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
3/15/2022	Business Meeting	Approve

**Time Constraints:**

This new holiday has been negotiated with the unions and once approved by Council, a city-wide communication will be provided so employees can plan to take the holiday off this summer. Additionally, Human Resources/Payroll will need to create a holiday pay code prior to the holiday for pay purposes.

**ANTICIPATED RESULT IF NOT APPROVED:**

Employees will not be notified and no time will be taken by employees for the holiday in 2022.

**ATTACHMENTS:**

Attachment A: Redmond Personnel Manual Chapter 9 Redline Changes

Attachment B: Resolution to Amend the Redmond Personnel Manual

## REDMOND PERSONNEL MANUAL

### Chapter 9 – LEAVES

#### 9.10 Holidays

##### Holiday Allotment

Full-time employees receive ~~12~~13 paid holidays each calendar year. Holidays are pro-rated for part-time employees as specified in further detail below.

##### Fixed Holidays

The ~~11~~12 fixed holidays are:

<u>Holiday</u>	<u>Date Observed</u>
• New Year's Day	First day of January
• Martin Luther King, Jr. Day	Third Monday in January
• President's Day	Third Monday in February
• Memorial Day	Last Monday in May
• <u>Juneteenth</u>	<u>June 19</u>
• Independence Day	July 4
• Labor Day	First Monday in September
• Veterans Day	November 11
• Thanksgiving Day	Fourth Thursday in November
• Day after Thanksgiving	Day after Thanksgiving
• Day before Christmas	December 24
• Christmas Day	December 25

Paid holidays are based on a standard eight-hour workday with excess hours charged against the employee's accrued vacation leave or compensatory leave account. In the event an employee does not have accrued vacation leave against which excess hours may be charged, the time will be treated as leave without pay unless other schedule arrangements have been approved by the employee's supervisor.

##### Floating Holiday

In addition to the ~~11~~12 fixed holidays, each employee shall receive one personally selected holiday (Floating Holiday per calendar year. The date for each employee's floating holiday must be approved by the employee's supervisor. Floating holidays may not be carried over from one year to the next. That is, the floating holiday must be used within the calendar year, or it will be forfeited.

An employee hired between July 1 and August 31 is eligible for up to four hours as a floating holiday. An employee hired after August 31 is not entitled to a floating holiday that year.

On termination, an employee is entitled to be paid for an unused floating holiday. If terminating between January 1 through June 30, the employee receives up to four hours' pay. If terminating July 1 through December 31, the employee receives up to eight hours' pay.

### **Part-Time Employees**

Part-time employees are paid for holidays on a pro-rated basis according to the schedule below. When a holiday falls during an employee's scheduled time off, the employee usually takes time off with pay on an alternate day during the same pay period. Exceptions to this policy should be approved by the department director and Payroll should be notified.

<b>Part Time Hours/Week</b>	<b>Holiday Pro- Rate Schedule</b>
20.0 to 22.4	50.0%
22.5 to 27.4	62.5%
27.5 to 32.4	75.0%
32.5 to 37.4	87.5%
37.5 to 40.0	100%

### **Holiday Falls on Saturday**

If a holiday falls on a Saturday, the holiday is generally treated as occurring on the preceding Friday. However, a caveat to the general rule is that when New Year's Day occurs on a Saturday the holiday is treated as occurring on the following Monday. The rationale for this rule is to avoid moving the effective date of the holiday to the preceding calendar year.

### **Holiday Falls on Sunday**

If a holiday falls on a Sunday, the holiday is treated as occurring on the following Monday.

### **Holiday Falls on Day Off**

If a holiday falls on an employee's regularly scheduled day off, the employee shall be granted another day off during the work week in which the holiday was observed.

### **Holiday During Paid Leave**

If a holiday falls within a period of paid leave, the holiday shall not be counted in computing the amount of paid leave used.

### **Alternative Non-Union Schedules**

Where holiday schedules contained in collective bargaining agreements differ from the basic schedule, non-union employees in the same work group observe the holiday schedule established by the collective bargaining agreement.

### **Pay for Holiday Work**

Employees who are required to work on a holiday receive two times their regular rate of pay for the hours worked on the holiday, with such pay to be in addition to their regular holiday pay. In effect, the employee is paid triple time for the day.

**Religious Holiday**

If an employee's religious beliefs require observance of a holiday not included in the basic holiday schedule, the employee may (with supervisor approval) take the day off using vacation, comp time, or exempt employee professional leave. Requests for religious holidays should be made in writing to the employee's immediate supervisor, preferably at least two weeks before the holiday. *See also Section 9.120 Unpaid Holiday for Faith or Conscience Leave of this Manual regarding Unpaid Holiday for Faith or Conscience Leave.*



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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
REDMOND, WASHINGTON, ADOPTING JUNETEENTH DAY OF  
OBSERVANCE AS A CITY HOLIDAY

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WHEREAS, on June 18, 2021, President Joseph R. Biden Jr proclaimed June 19 to be Juneteenth Day of Observance, recognizing it as a federal holiday; and

WHEREAS, the City of Redmond would like to also recognize Juneteenth as a City holiday, reflected in the Redmond Personnel Manual.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1.      Amendment of Personnel Manual. Add Juneteenth to the list of City holidays in the Redmond Personnel Manual as an added benefit. Accordingly, relevant sections of Chapter 9.10 Holidays of the Redmond Personnel Manual are amended to read as follows:

**9.10 Holidays**

**Holiday Allotment**

Full-time employees receive ~~((12))~~ 13 paid holidays each calendar year. Holidays are pro-rated for part-time employees as specified in further detail below.

**Fixed Holidays**

The (~~(11)~~) 12 fixed holidays are:

Holiday	Date Observed
New Year's Day	First day of January
Martin Luther King, Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
<b><u>Juneteenth</u></b>	<b><u>June 19</u></b>
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Day after Thanksgiving
Day before Christmas	December 24
Christmas Day	December 25

### **Floating Holiday**

In addition to the (~~(11)~~) 12 fixed holidays, each employee shall receive one personally selected holiday (Floating Holiday) per calendar year. The date for each employee's floating holiday must be approved by the employee's supervisor. Floating holidays may not be carried over from one year to the next. That is, the floating holiday must be used within the calendar year, or it will be forfeited.

Section 2.      Effective Date. This resolution shall become effective immediately upon passage.

ADOPTED by the Redmond City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

APPROVED:

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

ATTEST:

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

(SEAL)

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO:



## Memorandum

**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-221

**Type:** Committee Memo

**TO:** Choose an item.

**FROM:** Mayor Angela Birney

**DEPARTMENT DIRECTOR CONTACT(S):**

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

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

Monthly Financial Report through January 2022 and Quarterly Overtime Report through December 2021

**OVERVIEW STATEMENT:**

Review the Monthly Financial Report from January 1, 2021 through January 31, 2022 and the Quarterly Overtime Report from January 1, 2021 through December 31, 2021. Please note these numbers are not final as the City is continuing to go through its year-end closing procedures.

☒ **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:**

Key highlights from the Monthly Financial Report through January 2022 include:

### General Fund

- **Total revenues** are 26.4%, or \$26.6 million, above target.
- **Sales tax** is 85.9%, or \$23.7 million, above target primarily due to the high level of development activity. Ongoing sales tax is 24.0%, or \$6.1 million, above target. One-time sales tax, which primarily relates to construction, is \$18.4 million through January 2022.
- **Utility taxes** are 3.5%, or \$416,000, above target.
- **License & permit fees** are 20.2%, or \$2.5 million, above target primarily due to the high level of development activity.
- **Intergovernmental revenues** are 3.5%, or \$646,000, above target.
- **Charges for services** are 66.4%, or \$1.8 million, above target primarily due to engineering review services related to the high level of development activity.
- **Total expenditures** are 11.8%, or \$17.2 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.

### Other Funds

- **Recreation Activity Fund:** Total revenues are 6.7%, or \$85,000, above target primarily due to summer camps, winter registrations, field rentals, and donations.
- **Water/Wastewater Operating Fund:** Total revenues are 9.4%, or \$3.6 million, more than total expenditures. Of particular note, commercial water consumption is 2.3% above target.
- **Stormwater Operating Fund:** The dramatic revenue and expense spikes are temporary and wholly related to the refinancing of revenue bonds last year. The bond proceeds from the newly issued bonds were initially accounted for as an inflow, and the use of the bond proceeds to pay off the old debt was initially accounted for as an outflow. In reality, the inflow is not a revenue, and the outflow is not an expense. Once the final accounting entry gets posted for this complex transaction, the revenue and expense spikes will be eliminated.
- **Capital Investment Program:** Total expenditures are 36.6% of budget at the 54% point of the biennium.

Key highlights from the Quarterly Overtime Report through December 2021 include:

- **Citywide** overtime costs are 101.9% of budget versus a 50.0% target for the biennium primarily due to Fire and Police response activities related to the COVID-19 pandemic. Excluding the pandemic-related costs, which are fully reimbursable, citywide overtime costs are 92.0% of budget.
- **Fire Department** overtime costs are 112.4% of budget versus a 50.0% target for the biennium primarily due to response activities related to the COVID-19 pandemic, King County Medic One services, and Fire Academy/Paramedic training. Excluding the pandemic costs, which are fully reimbursable, Fire Department overtime costs are 100.7% of budget. Looking at regular salaries and overtime together, excluding costs which are fully reimbursable, total costs are 52.9% of budget.
- **Police Department** overtime costs are 74.7% of budget versus a 50.0% target for the biennium primarily due to response activities related to the COVID-19 pandemic, investigations of sensitive criminal cases, and recruitment and testing for vacancies of commissioned positions. Excluding the pandemic-related costs, which are fully reimbursable, Police Department overtime costs are 66.7% of budget.
- **All Other Department** overtime costs are 72.7% of budget versus a 50.0% target for the biennium primarily due to the February 2021 and December 2021 snow events, the implementation of a new business licensing application, the opening of a cooling shelter during the June 2021 heat dome, and the impact of the high development activity level on the Planning & Community Development Department, which is short staffed.

**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
N/A	Item has not been presented to Council	N/A

**Proposed Upcoming Contact(s)**

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

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**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-221

**Type:** Committee Memo

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**Time Constraints:**

N/A

**ANTICIPATED RESULT IF NOT APPROVED:**

N/A

**ATTACHMENTS:**

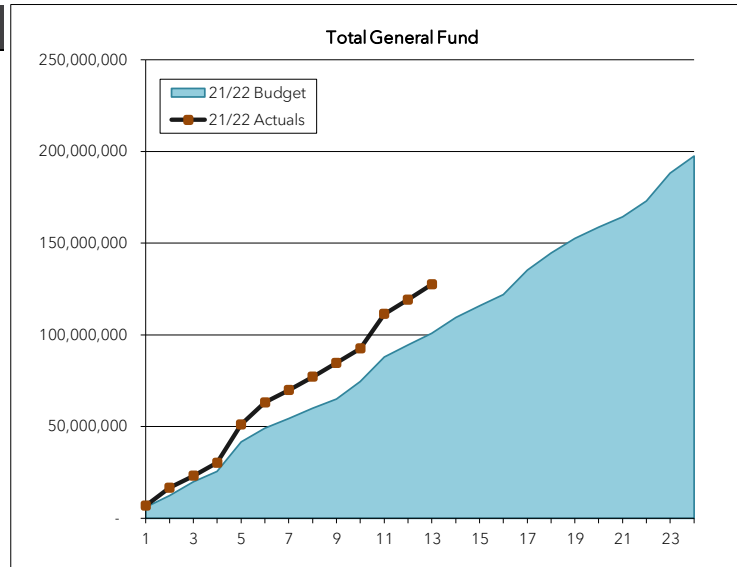
Monthly Financial Report Through January 2022

Quarterly Overtime Report Through December 2021

**City of Redmond, WA**  
**Monthly Revenue Summary - General Fund**  
**2021-2022**

**General Fund**

	Biennial Budget	Actual	Over / (Under) %
January	5,948,496	6,844,377	15.06%
February	12,364,693	16,658,712	34.73%
March	19,912,922	23,127,811	16.14%
April	25,519,720	30,269,007	18.61%
May	41,571,280	51,112,012	22.95%
June	49,207,175	63,190,374	28.42%
July	54,264,093	69,833,506	28.69%
August	59,997,774	77,113,256	28.53%
September	65,010,706	84,720,992	30.32%
October	74,606,611	92,498,711	23.98%
November	87,956,806	111,376,015	26.63%
December	94,434,706	119,211,635	26.24%
January	100,905,854	127,536,036	26.39%
February	109,515,619		
March	115,776,685		
April	121,943,389		
May	135,340,194		
June	144,580,163		
July	152,671,393		
August	158,608,238		
September	164,479,246		
October	172,990,174		
November	188,232,406		
December	197,517,576		
Percent collected to date		64.6%	



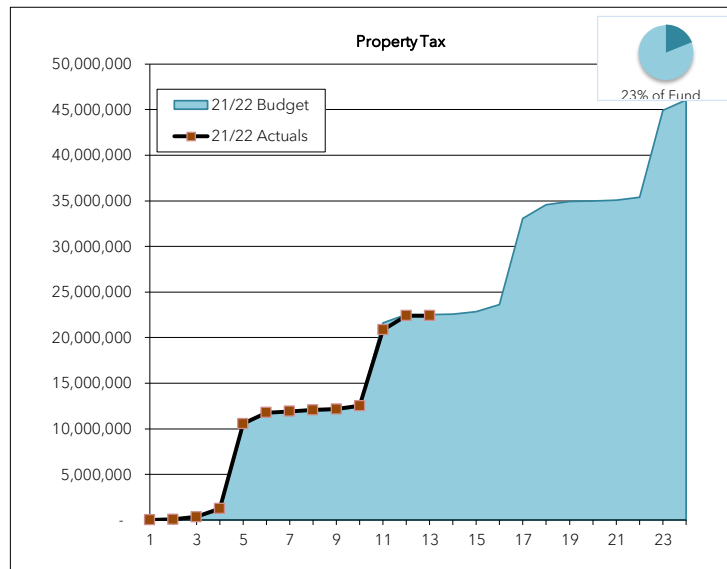
**Normalized:** adjusted for one-time sales tax revenue

The charts on pages 2 through 6 illustrate General Fund revenues.  
It is within the General Fund that general taxes are accounted for.  
The blue (shaded) background is the current budget. The dark black solid line is the actual experience this biennium.

**Property Tax**

**23% of Total  
Budget- GF**

	Biennial Budget	Actual	Over / (Under) %
January	-	-	0.00%
February	30,184	58,298	93.15%
March	301,181	334,234	10.97%
April	1,019,592	1,259,715	23.55%
May	10,363,687	10,563,942	1.93%
June	11,801,094	11,782,743	-0.16%
July	11,907,174	11,908,121	0.01%
August	11,945,374	12,059,985	0.96%
September	12,015,231	12,164,316	1.24%
October	12,417,039	12,535,126	0.95%
November	21,608,746	20,852,199	-3.50%
December	22,540,562	22,403,073	-0.61%
January	22,540,562	22,403,032	-0.61%
February	22,567,082		
March	22,863,467		
April	23,635,793		
May	33,046,401		
June	34,556,291		
July	34,920,243		
August	34,989,260		
September	35,080,879		
October	35,417,548		
November	44,932,344		
December	46,064,549		
Percent collected to date		48.6%	



Property taxes are paid twice a year (in May and November).  
Most property taxes are accounted for in the General Fund however property taxes are also found in  
Funds 012, 035, 036, and 037.

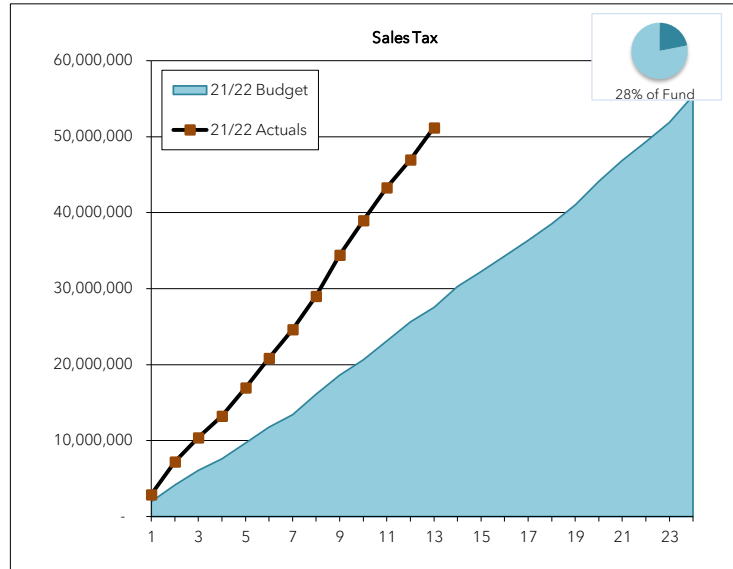


**City of Redmond, WA**  
**Monthly Revenue Summary - General Fund**  
**2021-2022**

**Sales/ Other Taxes**

	Biennial Budget	Actual	28% of Total Budget- GF Over / (Under) %
January	1,975,547	2,908,610	47.23%
February	4,156,599	7,197,435	73.16%
March	6,092,928	10,413,848	70.92%
April	7,620,175	13,219,613	73.48%
May	9,687,591	16,956,433	75.03%
June	11,785,212	20,850,486	76.92%
July	13,398,985	24,609,791	83.67%
August	16,082,014	28,986,592	80.24%
September	18,613,301	34,415,722	84.90%
October	20,613,816	38,950,906	88.96%
November	23,071,163	43,275,544	87.57%
December	25,608,256	46,963,499	83.39%
January	27,549,528	51,210,812	85.89%
February	30,280,992		
March	32,256,893		
April	34,256,984		
May	36,331,557		
June	38,548,274		
July	41,013,673		
August	44,133,582		
September	46,864,183		
October	49,307,215		
November	51,872,199		
December	55,389,821		
Percent collected to date		92.5%	

**Normalized:** adjusted for one-time sales tax revenue



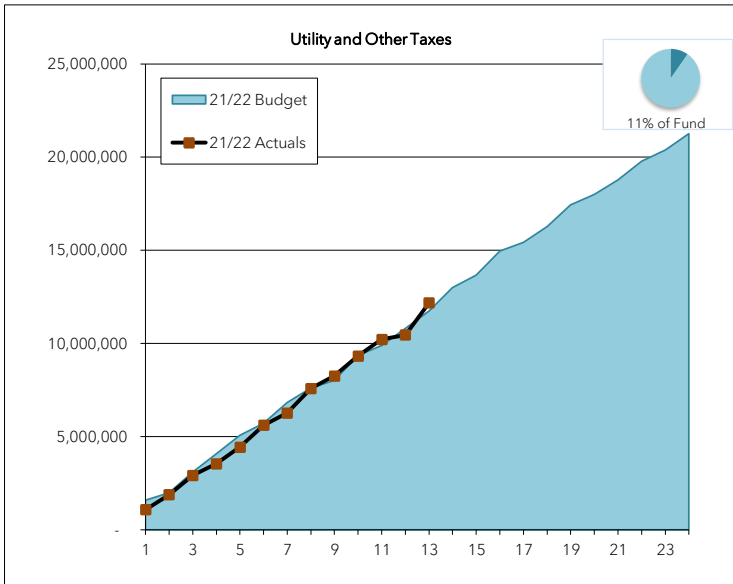
The total sales tax rate is 10.1% of the value of the sale of which 0.85% comes to the city for general government purposes and 0.01% for criminal justice. (most of the rest goes to other jurisdictions including 68% to the state).

"Normalized" refers to taxes received not related to tax audits.

Sales tax is the largest single revenue source in the General Fund. It is collected by the state and sent to the city about two months after the actual sales transaction. It includes retail sales and use tax, criminal justice and natural gas use tax.

**Utility / Other Taxes**

	Biennial Budget	Actual	11% of Total Budget- GF Over / (Under) %
January	1,587,187	1,078,073	-32.08%
February	1,993,054	1,884,330	-5.46%
March	3,101,481	2,916,633	-5.96%
April	4,096,216	3,542,650	-13.51%
May	5,079,527	4,443,476	-12.52%
June	5,722,589	5,609,361	-1.98%
July	6,828,830	6,274,909	-8.11%
August	7,609,399	7,586,245	-0.30%
September	8,028,134	8,253,823	2.81%
October	9,351,439	9,329,927	-0.23%
November	9,901,144	10,219,381	3.21%
December	10,812,596	10,452,528	-3.33%
January	11,757,063	12,172,633	3.53%
February	12,988,838		
March	13,666,024		
April	14,959,081		
May	15,425,828		
June	16,291,152		
July	17,437,416		
August	17,988,441		
September	18,787,032		
October	19,789,071		
November	20,387,068		
December	21,262,999		
Percent collected to date		57.2%	



The utility tax rate is 6% of the gross revenues of electricity, telephone, cell phone, garbage and natural gas companies.

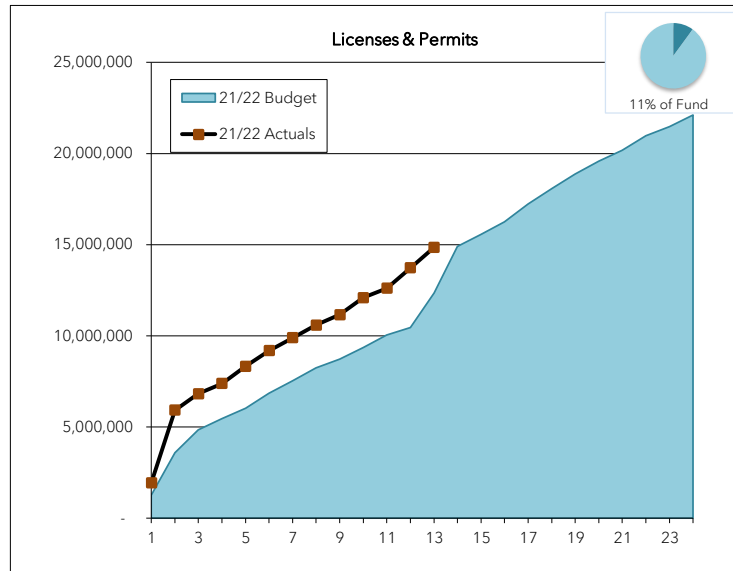
The cable television utility tax rate is 6% and franchise fee is 5%. Other taxes include admissions and gambling taxes.

**City of Redmond, WA**  
**Monthly Revenue Summary - General Fund**  
**2021-2022**

**Licenses & Permits**

**11% of Total  
Budget- GF**  
**Over /  
(Under) %**

	Biennial Budget	Actual	Over / (Under) %
January	1,270,590	1,928,743	51.80%
February	3,591,229	5,916,119	64.74%
March	4,845,053	6,815,049	40.66%
April	5,458,464	7,380,994	35.22%
May	6,025,699	8,326,978	38.19%
June	6,849,391	9,179,720	34.02%
July	7,537,131	9,888,371	31.20%
August	8,250,337	10,581,540	28.26%
September	8,723,495	11,156,713	27.89%
October	9,361,436	12,090,658	29.15%
November	10,044,360	12,602,951	25.47%
December	10,450,074	13,722,468	31.31%
January	12,340,506	14,838,833	20.24%
February	14,904,962		
March	15,561,884		
April	16,240,165		
May	17,229,148		
June	18,078,387		
July	18,862,056		
August	19,577,456		
September	20,165,872		
October	20,965,021		
November	21,477,760		
December	22,108,251		
Percent collected to date		67.1%	

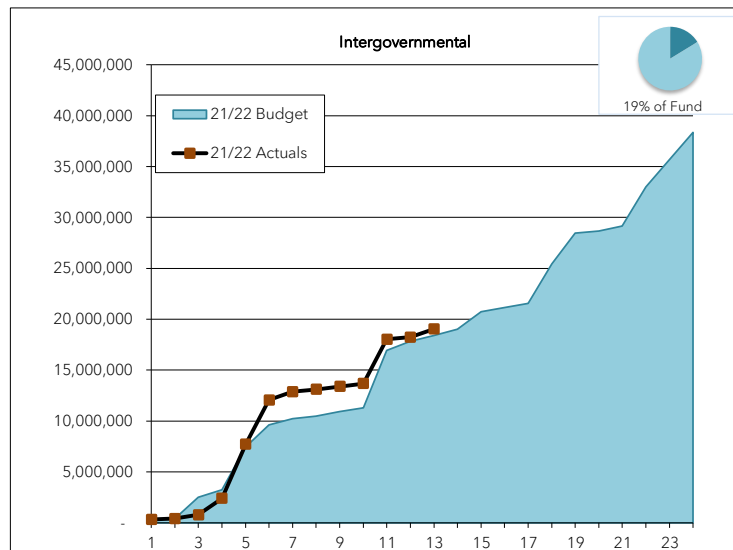


Business license rates are \$51.00 in 2021 and \$52.00 in 2022 per employee within the business.  
The estimates for business license are \$7.2 million for the biennium.  
The permits are largely development related and are estimated to be almost \$12.5 million for the biennium.

**Intergovernmental**

**19% of Total  
Budget- GF**  
**Over /  
(Under) %**

	Biennial Budget	Actual	Over / (Under) %
January	321,437	334,654	4.11%
February	440,830	416,834	-5.44%
March	2,507,649	795,469	-68.28%
April	3,269,512	2,402,946	-26.50%
May	7,454,981	7,714,982	3.49%
June	9,631,464	12,072,089	25.34%
July	10,233,364	12,876,061	25.82%
August	10,483,301	13,105,439	25.01%
September	10,934,744	13,395,980	22.51%
October	11,313,787	13,679,726	20.91%
November	16,929,431	18,031,333	6.51%
December	17,817,236	18,239,919	2.37%
January	18,389,728	19,035,283	3.51%
February	19,024,824		
March	20,732,746		
April	21,154,478		
May	21,572,792		
June	25,423,475		
July	28,477,773		
August	28,662,594		
September	29,143,619		
October	32,979,804		
November	35,697,466		
December	38,350,001		
Percent collected to date		49.6%	



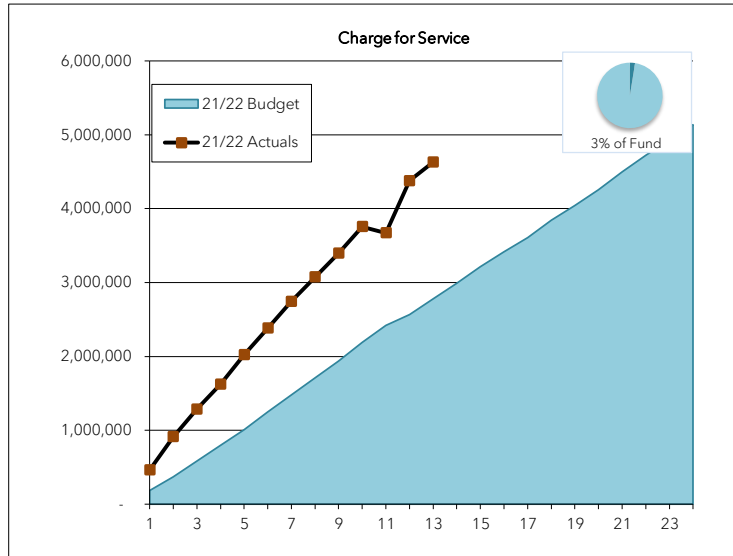
Intergovernmental revenues include contract payments by Fire District 34 for city service to that area (which is 58% of the total), state support for criminal justice efforts, state shared revenues for liquor taxes and liquor profits, and gas tax.  
The city accounts for King County EMS levy payments for basic life support in this account as well as a variety of smaller intergovernmental contract payments to the City.

**City of Redmond, WA**  
**Monthly Revenue Summary - General Fund**  
**2021-2022**

**Charges for Service**

	Biennial Budget	Actual	3% of Total Budget- GF Over / (Under) %
January	183,592	462,250	151.78%
February	370,874	910,991	145.63%
March	585,512	1,287,343	119.87%
April	799,592	1,625,304	103.27%
May	1,008,001	2,020,254	100.42%
June	1,246,060	2,381,247	91.10%
July	1,477,499	2,744,171	85.73%
August	1,709,227	3,073,736	79.83%
September	1,936,808	3,394,230	75.25%
October	2,187,673	3,754,999	71.64%
November	2,417,215	3,670,522	51.85%
December	2,566,648	4,377,550	70.56%
January	2,781,460	4,629,039	66.42%
February	2,988,078		
March	3,211,141		
April	3,413,859		
May	3,609,349		
June	3,843,162		
July	4,043,086		
August	4,257,321		
September	4,500,407		
October	4,721,024		
November	4,929,413		
December	5,136,836		

Percent collected to date 90.1%

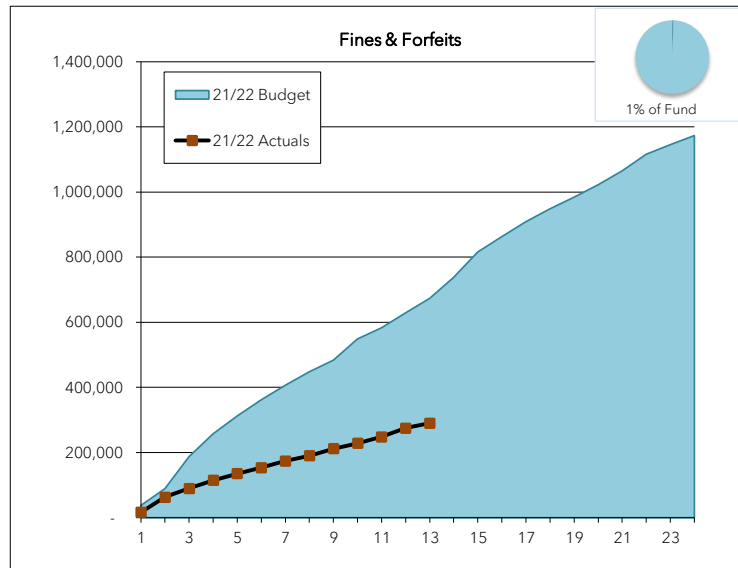


Charges for service include development services and chargebacks for city overhead to other (self-sustaining) funds.

**Fines & Forfeits**

	Biennial Budget	Actual	1% of Total Budget- GF Over / (Under) %
January	38,249	16,579	-56.65%
February	89,459	62,953	-29.63%
March	187,411	89,727	-52.12%
April	257,195	114,996	-55.29%
May	313,001	135,190	-56.81%
June	362,331	153,598	-57.61%
July	406,780	173,925	-57.24%
August	448,304	190,430	-57.52%
September	483,535	211,988	-56.16%
October	548,574	228,181	-58.40%
November	583,727	248,576	-57.42%
December	629,480	275,364	-56.26%
January	673,856	290,381	-56.91%
February	738,259		
March	815,828		
April	863,180		
May	908,849		
June	948,759		
July	983,823		
August	1,023,090		
September	1,065,303		
October	1,115,676		
November	1,145,999		
December	1,173,491		

Percent collected to date 24.7%



Fines and forfeits collected by the district court on behalf of city for violations of city codes (traffic infractions and misdemeanors). The City accounted for this net of the amount sent to the state until October of 2007 when we began accounting for the full revenue.

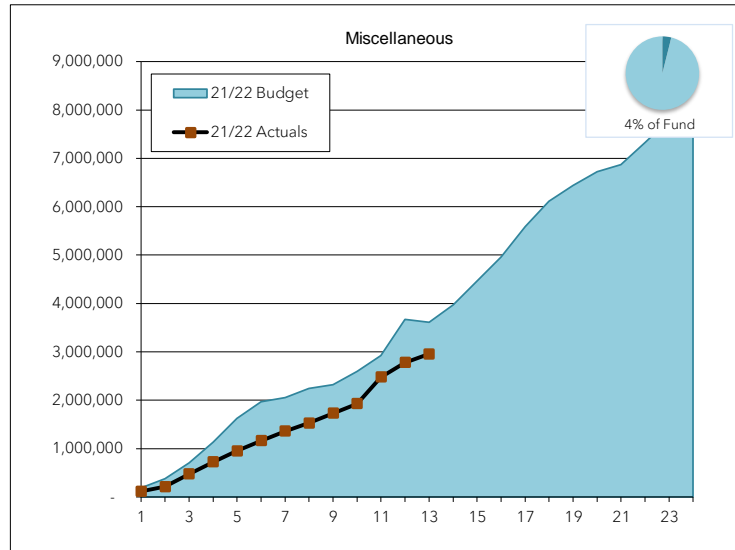
**City of Redmond, WA**  
**Monthly Revenue Summary - General Fund**  
**2021-2022**

**Miscellaneous**

**4% of Total  
Budget- GF**

	Biennial Budget	Actual	Over / (Under) %
January	185,959	115,467	-37.91%
February	380,877	211,752	-44.40%
March	705,979	475,507	-32.65%
April	1,131,794	722,791	-36.14%
May	1,621,532	950,757	-41.37%
June	1,969,409	1,161,131	-41.04%
July	2,051,025	1,358,157	-33.78%
August	2,246,802	1,529,289	-31.93%
September	2,318,176	1,728,220	-25.45%
October	2,599,191	1,929,188	-25.78%
November	2,918,551	2,475,509	-15.18%
December	3,668,802	2,777,234	-24.30%
January	3,607,675	2,956,024	-18.06%
February	3,969,492		
March	4,459,468		
April	4,958,125		
May	5,591,455		
June	6,109,052		
July	6,437,775		
August	6,723,353		
September	6,872,370		
October	7,325,123		
November	7,795,436		
December	8,031,628		

Percent collected to date	36.8%
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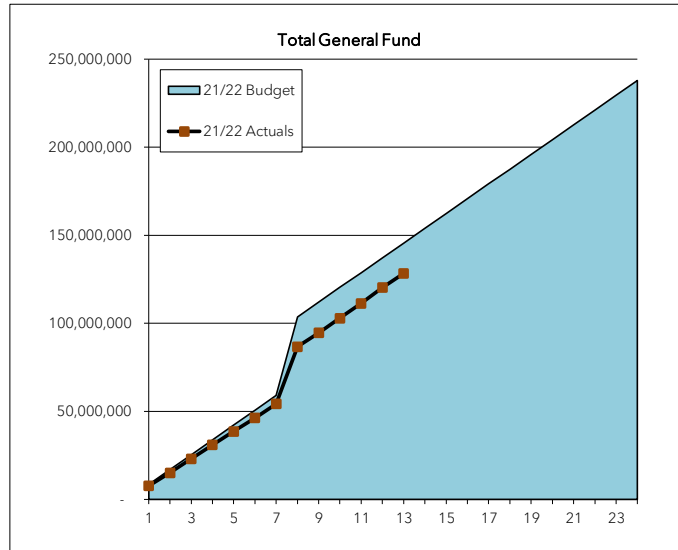
Miscellaneous revenues includes interest earnings on cash, rental revenues and other smaller revenues that do not fit into one of the above categories.

**City of Redmond, WA**  
**Monthly Expenditure Summary - General Fund**  
**2021-2022**

**Total General Fund**

	Biennial Budget	Actual	Over / (Under) %
January	8,433,011	7,673,414	-9.01%
February	16,866,021	15,118,248	-10.36%
March	25,299,032	23,136,491	-8.55%
April	33,732,042	30,905,874	-8.38%
May	42,165,053	38,595,222	-8.47%
June	50,598,063	46,258,210	-8.58%
July	59,031,074	54,233,697	-8.13%
August	103,595,664	86,710,241	-16.30%
September	111,987,467	94,570,777	-15.55%
October	120,379,269	102,920,383	-14.50%
November	128,771,071	111,325,906	-13.55%
December	137,162,873	120,253,287	-12.33%
January	145,554,675	128,324,201	-11.84%
February	153,946,478		
March	162,338,280		
April	170,730,082		
May	179,121,884		
June	187,513,687		
July	195,905,489		
August	204,297,291		
September	212,689,093		
October	221,080,896		
November	229,472,698		
December	237,864,500		

% spent 53.95%



The General Fund accounts for services as described in each of the charts below.

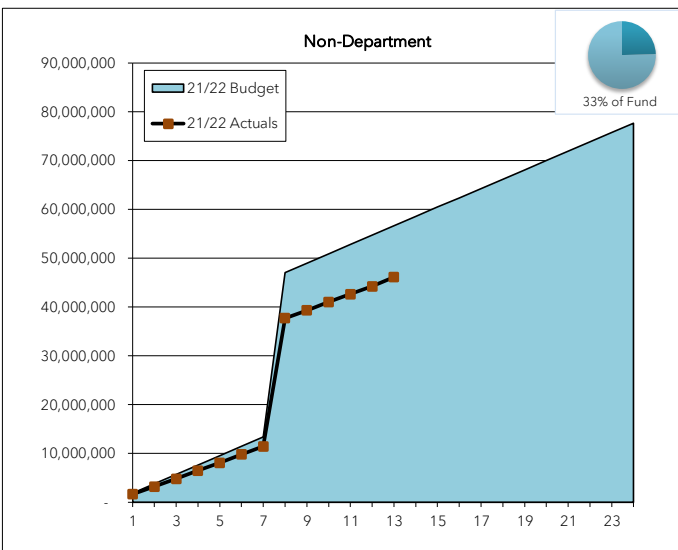
The blue (shaded) background is the current budget. The dark black solid line is the actual experience this year.

**Non-Departmental**

33% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	1,911,561	1,663,951	-12.95%
February	3,823,121	3,213,113	-15.96%
March	5,734,682	4,821,404	-15.93%
April	7,646,242	6,496,191	-15.04%
May	9,557,803	8,096,230	-15.29%
June	11,469,364	9,820,002	-14.38%
July	13,380,924	11,460,959	-14.35%
August	47,083,205	37,723,858	-19.88%
September	48,994,765	39,312,872	-19.76%
October	50,906,326	41,042,197	-19.38%
November	52,817,886	42,627,097	-19.29%
December	54,729,447	44,249,983	-19.15%
January	56,641,008	46,132,201	-18.55%
February	58,552,568		
March	60,464,129		
April	62,375,689		
May	64,287,250		
June	66,198,811		
July	68,110,371		
August	70,021,932		
September	71,933,492		
October	73,845,053		
November	75,756,613		
December	77,668,174		

% spent 59.40%



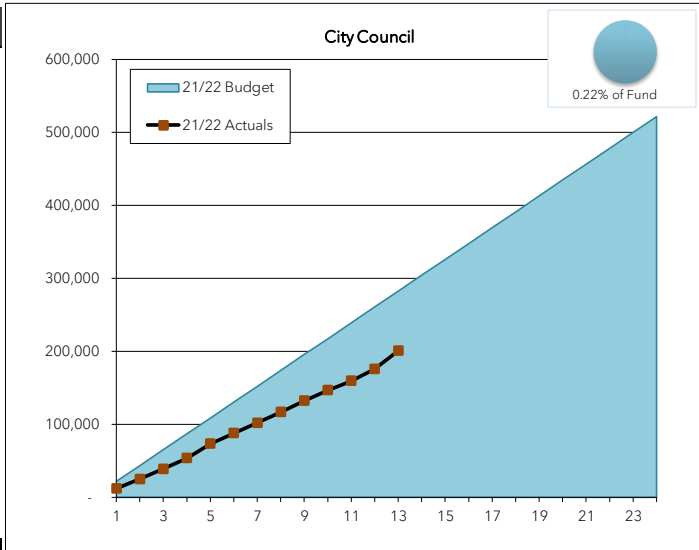
Non-departmental includes insurance payments, transfers to capital improvement funds, transfers to Technology & Information System fund, payment to the district court, and other smaller general city payments.

**City of Redmond, WA**  
**Monthly Expenditure Summary - General Fund**  
**2021-2022**

**City Council**

**0.22% of Total Fund**

	Biennial Budget	Actual	Over / (Under) %
January	21,735	11,980	-44.88%
February	43,470	24,925	-42.66%
March	65,205	39,010	-40.17%
April	86,939	53,573	-38.38%
May	108,674	73,506	-32.36%
June	130,409	87,926	-32.58%
July	152,144	102,110	-32.89%
August	173,879	116,779	-32.84%
September	195,614	132,132	-32.45%
October	217,348	146,748	-32.48%
November	239,083	159,617	-33.24%
December	260,818	175,774	-32.61%
January	282,553	200,762	-28.95%
February	304,288		
March	326,023		
April	347,757		
May	369,492		
June	391,227		
July	412,962		
August	434,697		
September	456,432		
October	478,166		
November	499,901		
December	521,636		



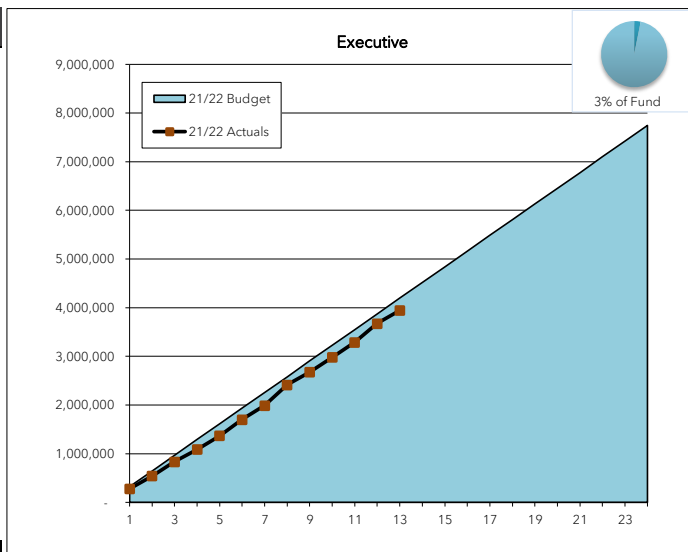
% spent 38.49%

City Council budget accounts for City Council and related expenses.

**Executive**

**3% of Total Fund**

	Biennial Budget	Actual	Over / (Under) %
January	322,737	279,754	-13.32%
February	645,474	543,690	-15.77%
March	968,211	834,437	-13.82%
April	1,290,947	1,087,842	-15.73%
May	1,613,684	1,370,151	-15.09%
June	1,936,421	1,701,096	-12.15%
July	2,259,158	1,991,386	-11.85%
August	2,581,895	2,417,401	-6.37%
September	2,904,632	2,676,041	-7.87%
October	3,227,368	2,982,619	-7.58%
November	3,550,105	3,289,238	-7.35%
December	3,872,842	3,675,632	-5.09%
January	4,195,579	3,944,243	-5.99%
February	4,518,316		
March	4,841,053		
April	5,163,789		
May	5,486,526		
June	5,809,263		
July	6,132,000		
August	6,454,737		
September	6,777,474		
October	7,100,210		
November	7,422,947		
December	7,745,684		



% spent 50.92%

Executive budget provides for the mayor's office, city communications, city clerk's office, and customer service. City Clerk (GF) supports the Mayor and City Council, oversees the Hearing Examiner function, coordinates City elections and monitors state legislative actions.

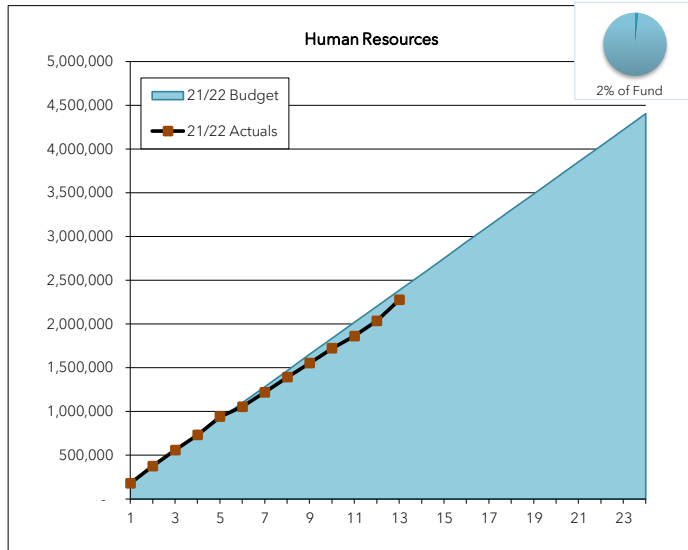
**City of Redmond, WA**  
**Monthly ExpenditureSummary - General Fund**  
**2021-2022**

**Human Resources**

2% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	183,511	179,568	-2.15%
February	367,022	376,528	2.59%
March	550,533	558,922	1.52%
April	734,044	731,376	-0.36%
May	917,555	941,476	2.61%
June	1,101,066	1,054,665	-4.21%
July	1,284,577	1,219,213	-5.09%
August	1,468,088	1,391,100	-5.24%
September	1,651,599	1,551,752	-6.05%
October	1,835,110	1,721,599	-6.19%
November	2,018,621	1,862,846	-7.72%
December	2,202,132	2,035,839	-7.55%
January	2,385,642	2,275,339	-4.62%
February	2,569,153		
March	2,752,664		
April	2,936,175		
May	3,119,686		
June	3,303,197		
July	3,486,708		
August	3,670,219		
September	3,853,730		
October	4,037,241		
November	4,220,752		
December	4,404,263		

% spent	51.66%
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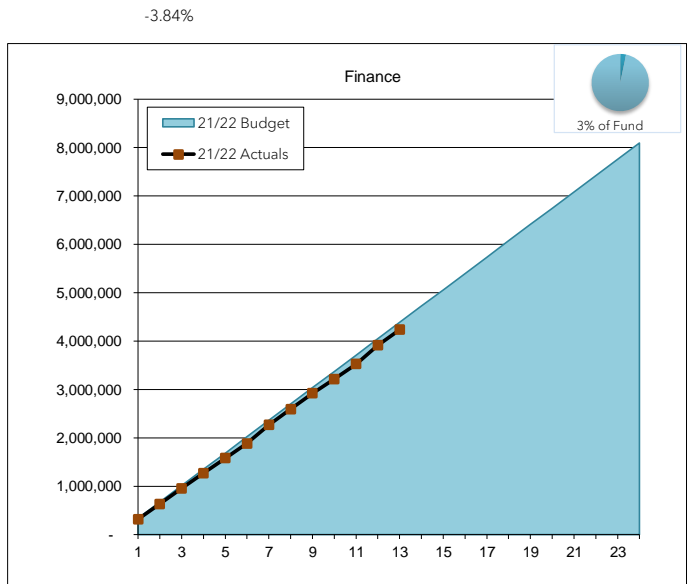
Human Resources accounts for the personnel, recruitments and related functions.

**Finance**

3% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	337,302	316,827	-6.07%
February	674,604	630,644	-6.52%
March	1,011,905	956,266	-5.50%
April	1,349,207	1,271,097	-5.79%
May	1,686,509	1,578,197	-6.42%
June	2,023,811	1,881,241	-7.04%
July	2,361,112	2,265,733	-4.04%
August	2,698,414	2,592,905	-3.91%
September	3,035,716	2,919,293	-3.84%
October	3,373,018	3,213,465	-4.73%
November	3,710,319	3,525,641	-4.98%
December	4,047,621	3,912,667	-3.33%
January	4,384,923	4,233,658	-3.45%
February	4,722,225		
March	5,059,526		
April	5,396,828		
May	5,734,130		
June	6,071,432		
July	6,408,733		
August	6,746,035		
September	7,083,337		
October	7,420,639		
November	7,757,940		
December	8,095,242		

% spent	52.30%
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Finance Department provides for accounting, payroll processing, purchasing / payments, financial planning, treasury within the finance discipline.

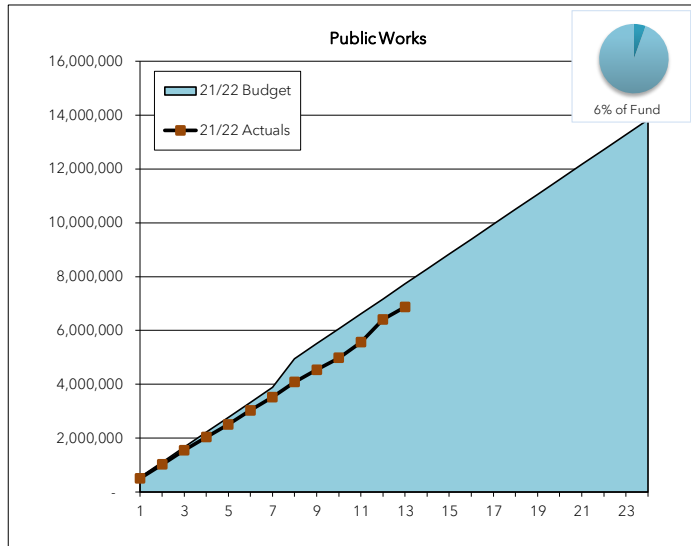
**City of Redmond, WA**  
**Monthly ExpenditureSummary - General Fund**  
**2021-2022**

**Public Works**

6% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	554,782	507,309	-8.56%
February	1,109,564	1,023,384	-7.77%
March	1,664,345	1,551,987	-6.75%
April	2,219,127	2,038,328	-8.15%
May	2,773,909	2,509,396	-9.54%
June	3,328,691	3,027,449	-9.05%
July	3,883,473	3,524,720	-9.24%
August	4,952,014	4,080,396	-17.60%
September	5,506,796	4,540,717	-17.54%
October	6,061,578	4,979,301	-17.85%
November	6,616,360	5,563,335	-15.92%
December	7,171,142	6,406,125	-10.67%
January	7,725,923	6,872,816	-11.04%
February	8,280,705		
March	8,835,487		
April	9,390,269		
May	9,945,050		
June	10,499,832		
July	11,054,614		
August	11,609,396		
September	12,164,178		
October	12,718,959		
November	13,273,741		
December	13,828,523		

% spent 49.70%



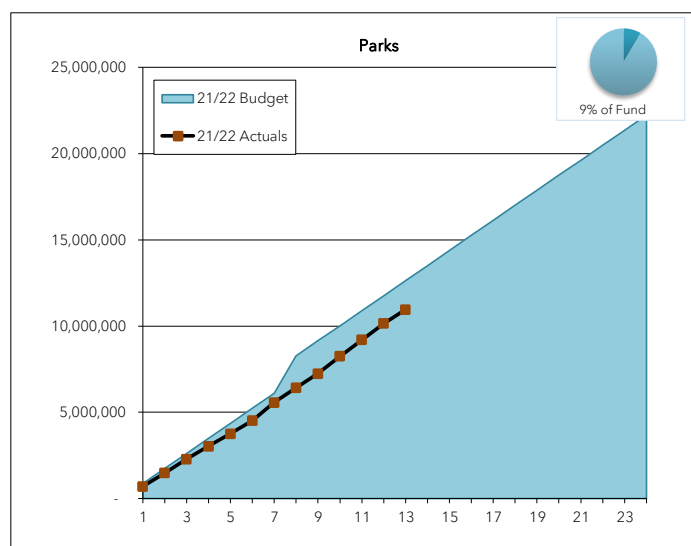
Public Works within the General Fund accounts for maintenance, street maintenance, traffic systems, construction inspection as well as department oversight.

**Parks**

9% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	872,409	704,106	-19.29%
February	1,744,817	1,479,068	-15.23%
March	2,617,226	2,292,666	-12.40%
April	3,489,635	3,031,185	-13.14%
May	4,362,043	3,762,746	-13.74%
June	5,234,452	4,521,234	-13.63%
July	6,106,860	5,567,797	-8.83%
August	8,273,711	6,422,209	-22.38%
September	9,146,120	7,244,700	-20.79%
October	10,018,528	8,253,279	-17.62%
November	10,890,937	9,207,056	-15.46%
December	11,763,346	10,158,582	-13.64%
January	12,635,754	10,960,401	-13.26%
February	13,508,163		
March	14,380,572		
April	15,252,981		
May	16,125,389		
June	16,997,798		
July	17,870,207		
August	18,742,615		
September	19,615,024		
October	20,487,433		
November	21,359,841		
December	22,232,250		

% spent 49.30%



Parks within the General Fund provide for the senior center, some maintenance and some recreation activities (as well as department oversight).  
The parks planning function is also in this account.



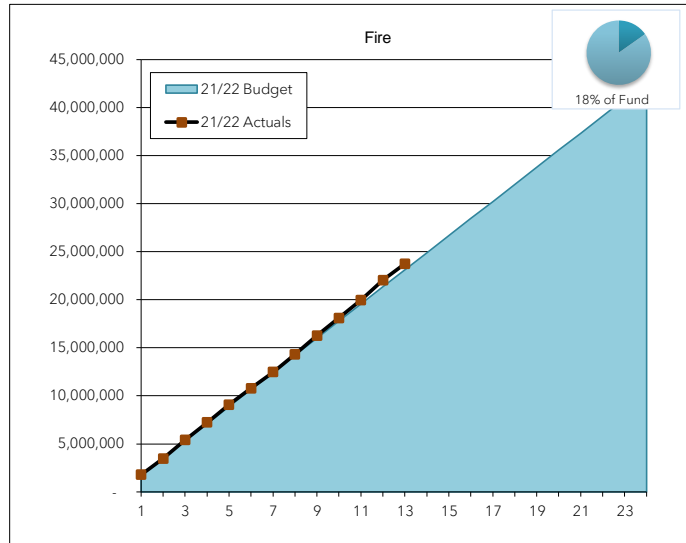
**City of Redmond, WA**  
**Monthly Expenditure Summary - General Fund**  
**2021-2022**

**Fire**

18% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	1,778,340	1,784,068	0.32%
February	3,556,680	3,466,348	-2.54%
March	5,335,020	5,398,266	1.19%
April	7,113,360	7,233,843	1.69%
May	8,891,700	9,066,445	1.97%
June	10,670,040	10,773,779	0.97%
July	12,448,380	12,471,461	0.19%
August	14,226,720	14,315,620	0.62%
September	16,005,060	16,265,735	1.63%
October	17,783,400	18,091,753	1.73%
November	19,561,740	19,971,884	2.10%
December	21,340,080	22,039,668	3.28%
January	23,118,419	23,748,867	2.73%
February	24,896,759		
March	26,675,099		
April	28,453,439		
May	30,231,779		
June	32,010,119		
July	33,788,459		
August	35,566,799		
September	37,345,139		
October	39,123,479		
November	40,901,819		
December	42,680,159		

% spent 55.64%



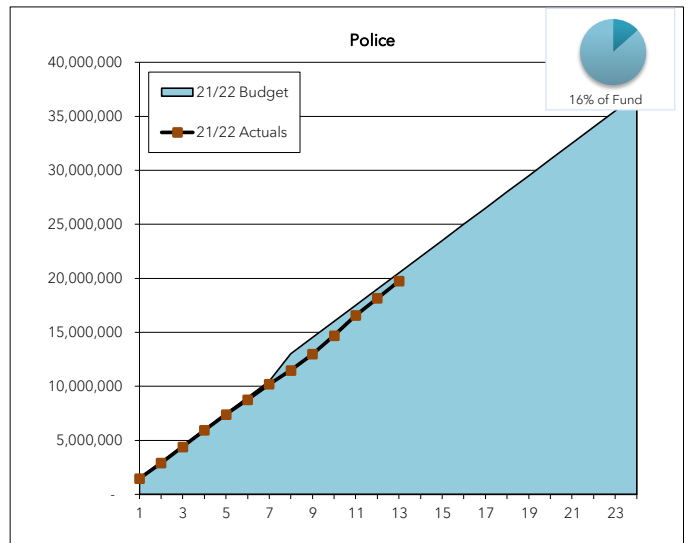
The Fire Department basic services are provided for in this account.  
In addition, "advanced life support" is accounted for in Fund 122 and Fire Services Levy activity is found in Fund 035.

**Police**

16% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	1,499,855	1,469,236	-2.04%
February	2,999,710	2,893,464	-3.54%
March	4,499,565	4,398,683	-2.24%
April	5,999,419	5,934,675	-1.08%
May	7,499,274	7,399,742	-1.33%
June	8,999,129	8,772,940	-2.51%
July	10,498,984	10,203,639	-2.81%
August	13,013,709	11,488,704	-11.72%
September	14,513,564	12,986,415	-10.52%
October	16,013,418	14,700,166	-8.20%
November	17,513,273	16,565,603	-5.41%
December	19,013,128	18,151,265	-4.53%
January	20,512,983	19,739,528	-3.77%
February	22,012,838		
March	23,512,693		
April	25,012,547		
May	26,512,402		
June	28,012,257		
July	29,512,112		
August	31,011,967		
September	32,511,822		
October	34,011,676		
November	35,511,531		
December	37,011,386		

% spent 53.33%



The Police Department services are provided for within this account.  
Other activity occurs in other funds (Fund 126 - Drug Enforcement and Fund 036 - Police Services Levy Funds).

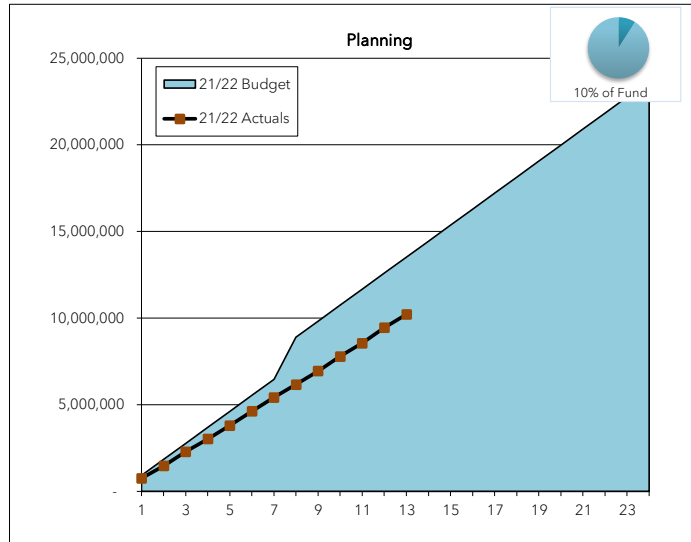
**City of Redmond, WA**  
**Monthly Expenditure Summary - General Fund**  
**2021-2022**

**Planning**

10% of Total Fund

	Biennial Budget	Actual	Over / (Under) %
January	923,308	756,615	-18.05%
February	1,846,616	1,467,083	-20.55%
March	2,769,925	2,284,850	-17.51%
April	3,693,233	3,027,764	-18.02%
May	4,616,541	3,797,332	-17.75%
June	5,539,849	4,617,876	-16.64%
July	6,463,157	5,426,678	-16.04%
August	8,904,254	6,161,270	-30.81%
September	9,827,562	6,941,130	-29.37%
October	10,750,870	7,789,257	-27.55%
November	11,674,178	8,553,591	-26.73%
December	12,597,487	9,447,847	-25.00%
January	13,520,795	10,216,386	-24.44%
February	14,444,103		
March	15,367,411		
April	16,290,719		
May	17,214,028		
June	18,137,336		
July	19,060,644		
August	19,983,952		
September	20,907,260		
October	21,830,569		
November	22,753,877		
December	23,677,185		

% spent 43.15%

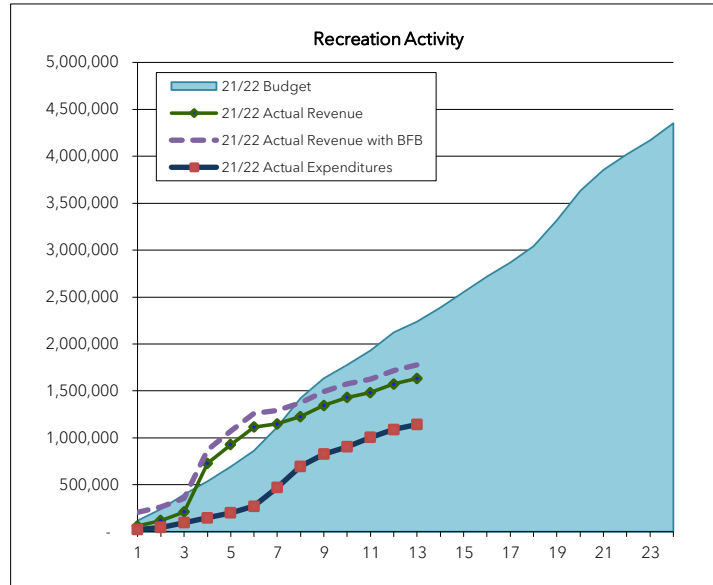


The Planning Department is largely accounted for in this budget which includes the permit center, long-range and short-range planning, and plan reviews.

**City of Redmond, WA**  
**Monthly Summary - Operating Funds**  
**2021-2022**

**Recreation Activity Fund (Fund 110)**

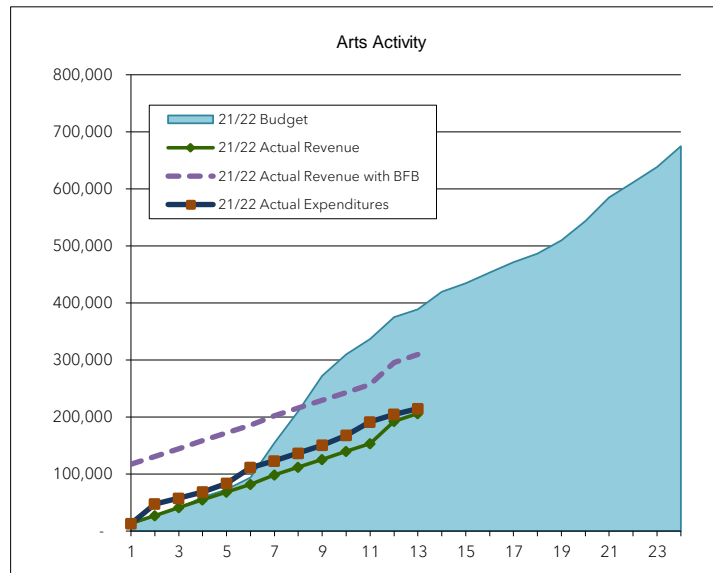
	Biennial Budget	Actual	Over / (Under) %
January	117,442	22,787	-80.60%
February	242,505	46,159	-80.97%
March	394,352	96,142	-75.62%
April	538,677	149,580	-72.23%
May	694,153	201,436	-70.98%
June	861,349	272,730	-68.34%
July	1,114,265	471,559	-57.68%
August	1,423,610	696,972	-51.04%
September	1,634,552	827,318	-49.39%
October	1,776,315	905,667	-49.01%
November	1,929,693	1,004,606	-47.94%
December	2,122,502	1,090,725	-48.61%
January	2,239,311	1,141,457	-49.03%
February	2,389,291		
March	2,551,129		
April	2,716,427		
May	2,866,646		
June	3,043,411		
July	3,317,262		
August	3,632,817		
September	3,855,285		
October	4,020,535		
November	4,171,900		
December	4,352,587		
BTB Status		26.22%	



These charts include a lighter solid (purple) revenue line for the fund.  
The dashed line is the revenue without beginning fund balance.  
The Recreation Activity fund is a self sustaining (by fees collected) for recreation activities.

**Arts Activity Fund (Fund 011)**

	Biennial Budget	Actual	Over / (Under) %
January	11,601	12,870	10.94%
February	26,771	47,438	77.20%
March	39,918	57,501	44.05%
April	59,216	68,737	16.08%
May	72,838	83,756	14.99%
June	93,827	111,299	18.62%
July	154,558	122,946	-20.45%
August	210,006	136,444	-35.03%
September	272,100	150,467	-44.70%
October	309,660	167,999	-45.75%
November	337,074	191,670	-43.14%
December	375,268	204,766	-45.43%
January	388,869	214,698	-44.79%
February	419,271		
March	434,703		
April	452,998		
May	471,251		
June	486,361		
July	509,514		
August	543,869		
September	584,572		
October	611,177		
November	638,169		
December	674,679		
BTB Status		31.82%	

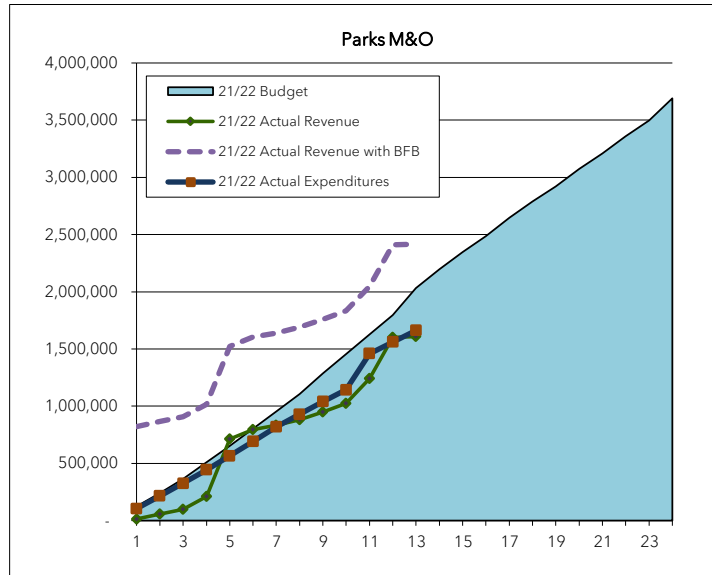


The Arts Activity Fund accounts for salaries and benefits that support the arts programs within the City.  
Revenues are primarily a \$1.50 per capita transfer from the General Fund

**City of Redmond, WA**  
**Monthly Summary - Operating Funds**  
**2021-2022**

**Parks M&O Fund (Fund 012)**

	Biennial Budget	Actual	Over / (Under) %
January	125,733	104,668	-16.75%
February	241,911	215,900	-10.75%
March	363,145	326,497	-10.09%
April	508,667	443,456	-12.82%
May	652,647	565,596	-13.34%
June	801,077	690,694	-13.78%
July	951,117	818,954	-13.90%
August	1,105,055	928,794	-15.95%
September	1,287,628	1,039,157	-19.30%
October	1,454,518	1,143,765	-21.36%
November	1,626,966	1,460,154	-10.25%
December	1,796,093	1,561,629	-13.05%
January	2,032,334	1,662,563	-18.19%
February	2,195,855		
March	2,347,695		
April	2,484,503		
May	2,645,502		
June	2,788,660		
July	2,920,104		
August	3,074,266		
September	3,210,093		
October	3,360,048		
November	3,497,779		
December	3,691,089		
BTD Status			45.04%

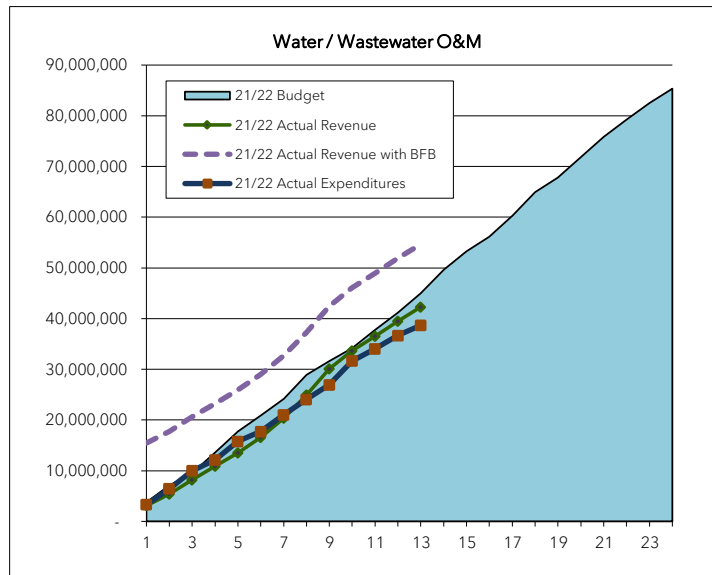


The Parks M&O Fund accounts for voter approved special operating levies  
to support the maintenance of the City's park system.

(412,825)

**Water/Wastewater O&M Fund (Fund 401)**

	Biennial Budget	Actual	Over / (Under) %
January	3,793,489	3,318,452	-12.52%
February	7,114,675	6,439,813	-9.49%
March	9,564,980	9,977,805	4.32%
April	13,577,125	12,157,181	-10.46%
May	17,699,727	15,781,747	-10.84%
June	20,884,630	17,735,144	-15.08%
July	24,174,929	21,023,626	-13.04%
August	28,920,749	24,068,317	-16.78%
September	31,652,084	26,937,103	-14.90%
October	34,123,781	31,643,228	-7.27%
November	37,816,603	34,029,173	-10.02%
December	41,176,276	36,659,615	-10.97%
January	44,965,130	38,670,736	-14.00%
February	49,658,969		
March	53,240,471		
April	56,119,086		
May	60,301,971		
June	64,908,404		
July	67,846,863		
August	71,825,789		
September	75,828,803		
October	79,210,480		
November	82,515,165		
December	85,350,312		
BTD Status			45.31%

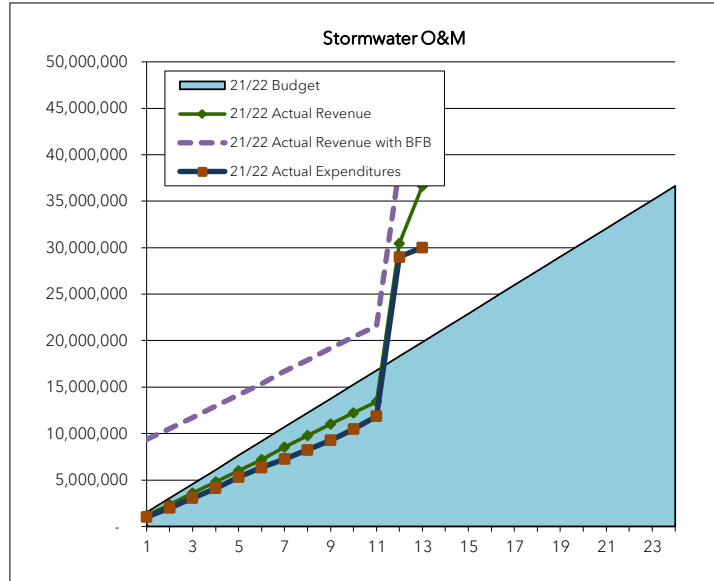


The Water/Wastewater O&M Fund accounts for the operations of the city's water and wastewater utilities.  
A transfer from these revenues is made to support the capital improvements necessary to maintain and develop  
related facilities. These improvements are accounted for in Funds 403 and 404.

**City of Redmond, WA**  
**Monthly Summary - Operating Funds**  
**2021-2022**

**Stormwater O&M Fund (Fund 405)**

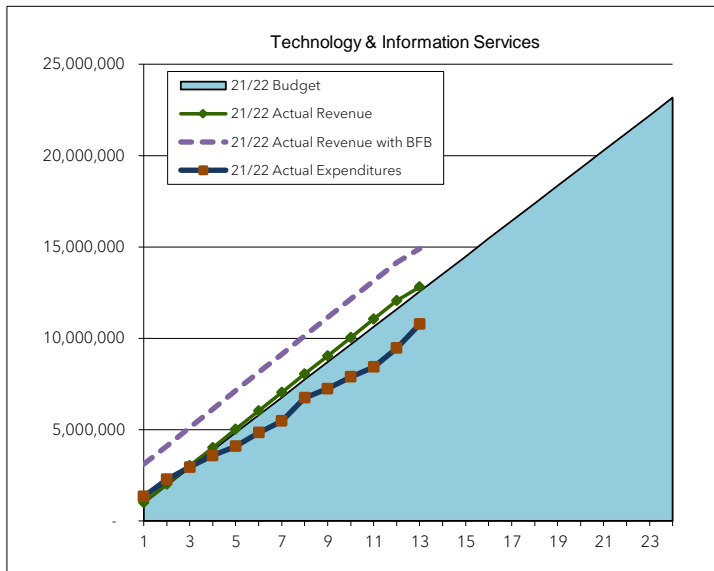
	Biennial Budget	Actual	Over / (Under) %
January	1,527,025	1,010,945	-33.80%
February	3,054,050	1,988,282	-34.90%
March	4,581,076	3,052,476	-33.37%
April	6,108,101	4,112,431	-32.67%
May	7,635,126	5,301,965	-30.56%
June	9,162,151	6,361,769	-30.56%
July	10,689,176	7,245,442	-32.22%
August	12,216,202	8,250,238	-32.46%
September	13,743,227	9,287,537	-32.42%
October	15,270,252	10,474,980	-31.40%
November	16,797,277	11,876,651	-29.29%
December	18,324,303	29,008,794	58.31%
January	19,851,328	30,020,218	51.23%
February	21,378,353		
March	22,905,378		
April	24,432,403		
May	25,959,429		
June	27,486,454		
July	29,013,479		
August	30,540,504		
September	32,067,529		
October	33,594,555		
November	35,121,580		
December	36,648,605		
	<b>BTD Status</b>	<b>81.91%</b>	



The Stormwater O&M Fund accounts for the operations and maintenance activities related to managing surface and stormwater. A transfer from these revenues is made to support the capital improvements necessary to maintain and develop related facilities. These improvements are accounted for in fund 406.

**Technology & Information Services Fund (520)**

	Biennial Budget	Actual	Over / (Under) %
January	965,581	1,334,445	38.20%
February	1,931,163	2,267,646	17.42%
March	2,896,744	2,946,622	1.72%
April	3,862,326	3,579,553	-7.32%
May	4,827,907	4,084,663	-15.39%
June	5,793,489	4,830,211	-16.63%
July	6,759,070	5,465,704	-19.14%
August	7,724,652	6,732,272	-12.85%
September	8,690,233	7,235,486	-16.74%
October	9,655,815	7,884,167	-18.35%
November	10,621,396	8,426,547	-20.66%
December	11,586,978	9,450,713	-18.44%
January	12,552,559	10,765,431	-14.24%
February	13,518,140		
March	14,483,722		
April	15,449,303		
May	16,414,885		
June	17,380,466		
July	18,346,048		
August	19,311,629		
September	20,277,211		
October	21,242,792		
November	22,208,374		
December	23,173,955		
	<b>% spent</b>	<b>46.45%</b>	

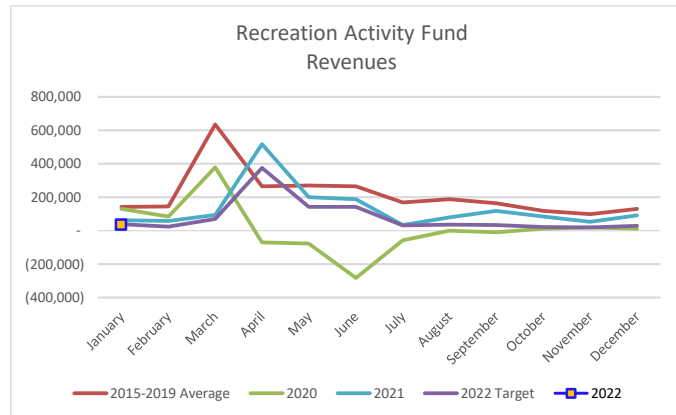


Information Technology (Fund 520) provides for applications support, service desk, GIS and Network Services.

**City of Redmond, WA  
Monthly Summary  
2021-2022**

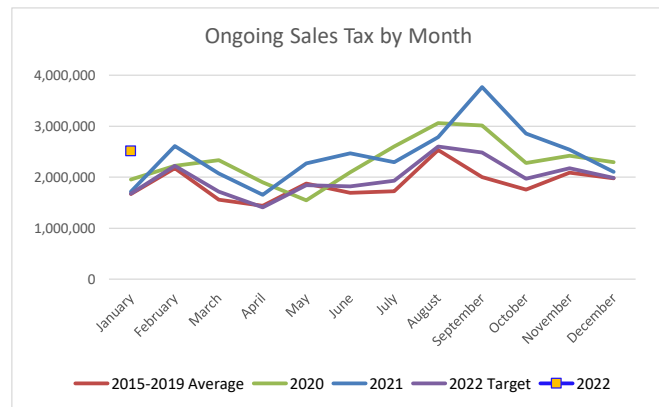
**Recreation Activity Fund (Revenue)**

	2020 Actual	2021 Actual	2022 Target	2022 Actual	Over / (Under) %
January	130,247	40,201	38,363	36,750	-4.20%
February	83,174	35,229	25,068		
March	378,764	71,150	70,643		
April	(69,069)	495,668	375,265		
May	(76,835)	178,284	141,902		
June	(282,805)	166,120	141,105		
July	(58,152)	11,972	31,213		
August	(654)	57,404	36,556		
September	(8,596)	97,066	33,020		
October	12,685	61,893	21,851		
November	19,341	31,011	19,270		
December	11,762	70,774	28,484		
<b>Total</b>	<b>139,862</b>	<b>1,316,770</b>	<b>962,739</b>	<b>36,750</b>	



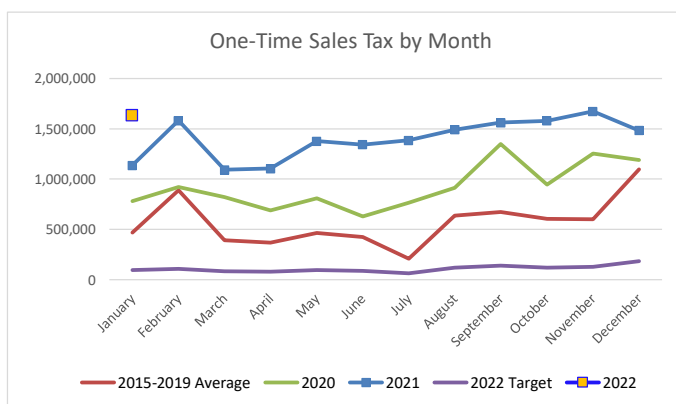
**Sales Tax Ongoing**

	2020 Actual	2021 Actual	2022 Target	2022 Actual	Over / (Under) %
January	1,952,341	1,715,696	1,675,767	2,513,714	50.00%
February	2,221,155	2,608,829	2,223,172		
March	2,334,677	2,070,853	1,718,932		
April	1,898,462	1,654,194	1,407,588		
May	1,546,038	2,269,253	1,846,827		
June	2,092,981	2,470,403	1,815,778		
July	2,603,920	2,291,405	1,932,476		
August	3,060,908	2,785,672	2,601,141		
September	3,016,332	3,767,175	2,487,272		
October	2,280,419	2,853,135	1,967,398		
November	2,417,706	2,541,604	2,178,189		
December	2,293,861	2,106,773	1,987,877		
<b>Total</b>	<b>27,718,800</b>	<b>29,134,992</b>	<b>23,842,417</b>	<b>2,513,714</b>	



**Sales Tax One-time**

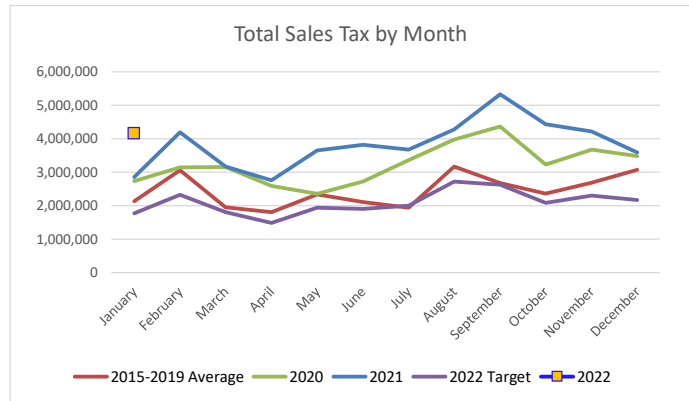
	2020 Actual	2021 Actual	2022 Target	2022 Actual	Over / (Under) %
January	781,737	1,136,228	93,606	1,634,634	1646.29%
February	920,545	1,581,654	106,756		
March	822,571	1,093,805	84,433		
April	688,885	1,104,699	78,118		
May	809,742	1,377,723	96,482		
June	628,998	1,344,158	87,226		
July	763,279	1,384,856	63,396		
August	911,909	1,491,027	119,272		
September	1,349,108	1,562,396	139,344		
October	946,672	1,580,389	121,074		
November	1,252,592	1,673,729	126,288		
December	1,190,306	1,483,365	184,005		
<b>Total</b>	<b>11,066,344</b>	<b>16,814,029</b>	<b>1,300,000</b>	<b>1,634,634</b>	



**City of Redmond, WA  
Monthly Summary  
2021-2022**

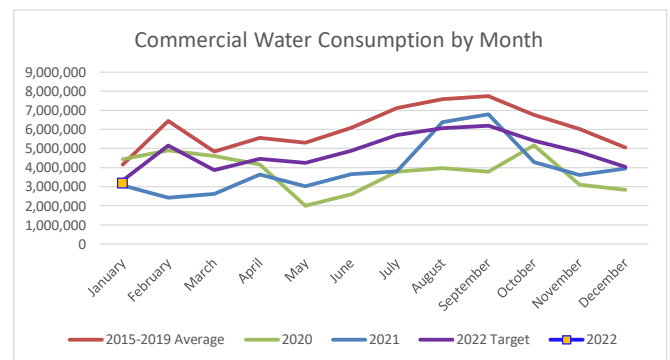
**Sales Tax Total**

	2020 Actual	2021 Actual	2022 Target	2022 Actual	Over / (Under) %
January	2,734,078	2,851,924	1,769,373	4,148,348	134.45%
February	3,141,700	4,190,483	2,329,928		
March	3,157,248	3,164,658	1,803,365		
April	2,587,347	2,758,893	1,485,706		
May	2,355,780	3,646,976	1,943,309		
June	2,721,979	3,814,561	1,903,004		
July	3,367,199	3,676,261	1,995,872		
August	3,972,817	4,276,699	2,720,413		
September	4,365,440	5,329,571	2,626,616		
October	3,227,091	4,433,524	2,088,472		
November	3,670,298	4,215,333	2,304,477		
December	3,484,167	3,590,138	2,171,882		
<b>Total</b>	<b>38,785,144</b>	<b>45,949,021</b>	<b>25,142,417</b>	<b>4,148,348</b>	



**Water Consumption Report**

	2020 Actual	2021 Actual	2022 Target	2022 Actual	Over / (Under) %
January	4,432,400	3,059,200	3,326,384	3,156,500	-5.11%
February	4,897,100	2,424,200	5,160,320		
March	4,604,300	2,619,400	3,868,976		
April	4,171,300	3,627,600	4,451,152		
May	2,003,600	3,019,100	4,249,664		
June	2,610,400	3,649,200	4,872,816		
July	3,788,100	3,803,900	5,697,968		
August	3,982,200	6,382,300	6,066,528		
September	3,779,400	6,795,300	6,197,200		
October	5,168,700	4,294,100	5,411,712		
November	3,103,300	3,605,200	4,822,928		
December	2,831,100	3,944,000	4,047,264		
<b>Total</b>	<b>45,371,900</b>	<b>47,223,500</b>	<b>58,172,912</b>	<b>3,156,500</b>	<b>-94.57%</b>



City of Redmond, WA  
Monthly All Funds Recap  
January-22  
(Note - Biennial Budget)

FUND	Beginning Balance	Revenues	Expenditure Budget	Expenditures	Ending Balance	% Expended
Arts Activity	103,518	206,158	674,679	214,698	94,977	31.82%
Business Tax	1,549,317	6,702,647	11,804,163	4,821,524	3,430,440	40.85%
Capital Replacement Reserve	3,422,401	1,083,333	5,422,401	1,398,838	3,106,897	25.80%
Community Events	39,239	282,991	748,199	257,954	64,277	34.48%
Fire Equipment Reserve	3,477,901	485,596	4,374,385	111,674	3,851,823	2.55%
COVID-19 Recovery		4,600,343	9,564,842	-	4,600,343	
Public Safety Levy Fund	2,564,476	6,374,810	14,472,336	8,296,889	642,397	57.33%
General Gov't Major Maint	12,267,623	4,758,385	15,879,596	10,482,439	6,543,569	66.01%
General Fund	40,346,924	127,536,036	237,864,500	128,324,200	39,558,760	53.95%
Human Services Grants	2,051,810	2,121,621	5,214,032	1,777,829	2,395,602	34.10%
Operating Reserve	8,065,121	13,370	8,145,121	180,540	7,897,952	2.22%
Parks Levy Fund	403,627	358,785	1,173,134	565,870	196,541	48.24%
Parks Maint. & Operations	807,588	1,608,598	3,691,089	1,662,563	753,623	45.04%
Parks Maintenance Prjts	388,431	1,094,694	1,360,836	303,051	1,180,073	22.27%
Real Property Fund	2,713,852	157,837	2,971,806	33,846	2,837,843	1.14%
Transportation Maint. Prjt	4,776,320	8,028,541	13,596,553	4,988,003	7,816,858	36.69%
<b>TOTAL GENERAL GOV'T</b>	<b>82,978,149</b>	<b>165,413,745</b>	<b>336,957,673</b>	<b>163,419,918</b>	<b>84,971,975</b>	<b>48.50%</b>
Advanced Life Support	1,203,827	9,862,319	19,444,947	10,646,460	419,687	54.75%
Cable Access Fund	63,720	15,043	64,394	49,187	29,576	76.38%
Drug Enforcement	120,842	306	120,842	103,484	17,664	85.64%
Fire Donations	435,311	83,283	616,513	23,549	495,045	3.82%
Fleet Maintenance	2,251,099	4,704,631	9,615,160	2,679,970	4,275,760	27.87%
General Gov't Capital	2,991,691	19,519,323	5,092,140	4,377,780	18,133,234	85.97%
Information Technology	2,101,977	12,802,067	23,173,955	10,765,431	4,138,613	46.45%
Insurance	712,683	1,563,246	3,649,042	1,507,853	768,077	41.32%
Medical Self Insurance	4,360,220	17,580,699	34,239,789	16,687,727	5,253,191	48.74%
Development Review	8,226,736	7,504,179	19,968,553	5,864,600	9,866,315	29.37%
Non-Voted Bonds	24,450	24,027,843	9,581,528	23,583,798	468,494	246.14%
Novelty Hill Water Projects	11,191,719	816,552	2,212,777	507,952	11,500,319	22.96%
Novelty Hill Utility	6,629,962	8,348,915	22,173,377	7,634,424	7,344,453	34.43%
Novelty Hill Wastewater Proje	12,923,814	866,629	7,419,567	460,610	13,329,832	6.21%
Operating Grants	1,777,224	338,328	2,749,717	580,392	1,535,160	21.11%
Parks Capital Projects	9,859,415	13,127,959	25,966,339	6,366,033	16,621,341	24.52%
Real Estate Excise Tax	15,420,213	11,817,841	25,820,213	7,392,400	19,845,654	28.63%
Recreational Activity	145,037	1,632,897	4,352,587	1,141,457	636,477	26.22%
Solid Waste Recycling	1,131,819	1,245,481	3,384,432	1,203,948	1,173,352	35.57%
Stormwater Capital	40,630,764	6,072,744	15,462,699	5,764,849	40,938,658	37.28%
Stormwater Management	8,162,970	31,855,231	36,648,605	30,020,218	9,997,983	81.91%
Tourism Hotel/Motel	882,394	633,520	2,421,372	391,108	1,124,806	16.15%
Transportation Capital Project	19,815,641	18,706,196	26,303,214	6,594,044	31,927,793	25.07%
Wastewater Construction	9,257,598	1,454,856	15,450,508	8,024,979	2,687,475	51.94%
Water Capital	20,959,892	3,409,791	15,302,550	4,908,663	19,461,019	32.08%
Water / Sewer Utility	12,370,264	42,291,851	85,350,312	38,670,736	15,991,379	45.31%
Worker's Compensation	113,189	1,812,881	4,417,772	1,761,361	164,709	39.87%
<b>GRAND TOTAL</b>	<b>276,742,618</b>	<b>407,508,355</b>	<b>757,960,576</b>	<b>361,132,931</b>	<b>323,118,041</b>	<b>47.65%</b>

Notes and explanations:

N/A



City of Redmond, WA  
Monthly Capital Funds Recap  
January-22  
(Note - Biennial Budget)

FUND	Beginning Balance	Revenues	Expenditure Budget*	Expenditures	Ending Balance	% Expended
Parks Maintenance Pjts	388,431	1,094,694	1,360,836	303,051	1,180,073	22.27%
Transportation Maint. Pjrt	4,776,320	8,028,541	13,596,553	4,988,003	7,816,858	36.69%
General Gov't Major Maint	12,267,623	4,758,385	15,879,596	10,482,439	6,543,569	66.01%
General Gov't Capital	2,991,691	19,519,323	5,092,140	4,377,780	18,133,234	85.97%
Novelty Hill Water Pjts	11,191,719	816,552	2,212,777	507,952	11,500,319	22.96%
Novelty Hill Wastewtr Pjts	12,923,814	866,629	7,419,567	460,610	13,329,832	6.21%
Parks Capital Pjts	9,859,415	13,127,959	25,966,339	6,366,033	16,621,341	24.52%
Stormwater Capital	40,630,764	6,072,744	15,462,699	5,764,849	40,938,658	37.28%
Transportation Capital Pjts	19,815,641	18,706,196	26,303,214	6,594,044	31,927,793	25.07%
Wastewater Construction	9,257,598	1,454,856	15,450,508	8,024,979	2,687,475	51.94%
Water Capital	20,959,892	3,409,791	15,302,550	4,908,663	19,461,019	32.08%
<b>GRAND TOTAL</b>	<b>145,062,907</b>	<b>77,855,668</b>	<b>144,046,779</b>	<b>52,778,404</b>	<b>170,140,171</b>	<b>36.64%</b>

Notes and explanations:  
-N/A

## **2021-2022 Citywide Overtime Report Through December 31, 2021**

Citywide overtime costs are 101.9% of budget versus a 50.0% target for the biennium largely due to unanticipated overtime related to the Fire and Police response to the COVID-19 pandemic. Excluding the pandemic-related costs, which are fully reimbursable, citywide overtime costs are 92.0% of budget. A brief summary by department follows.

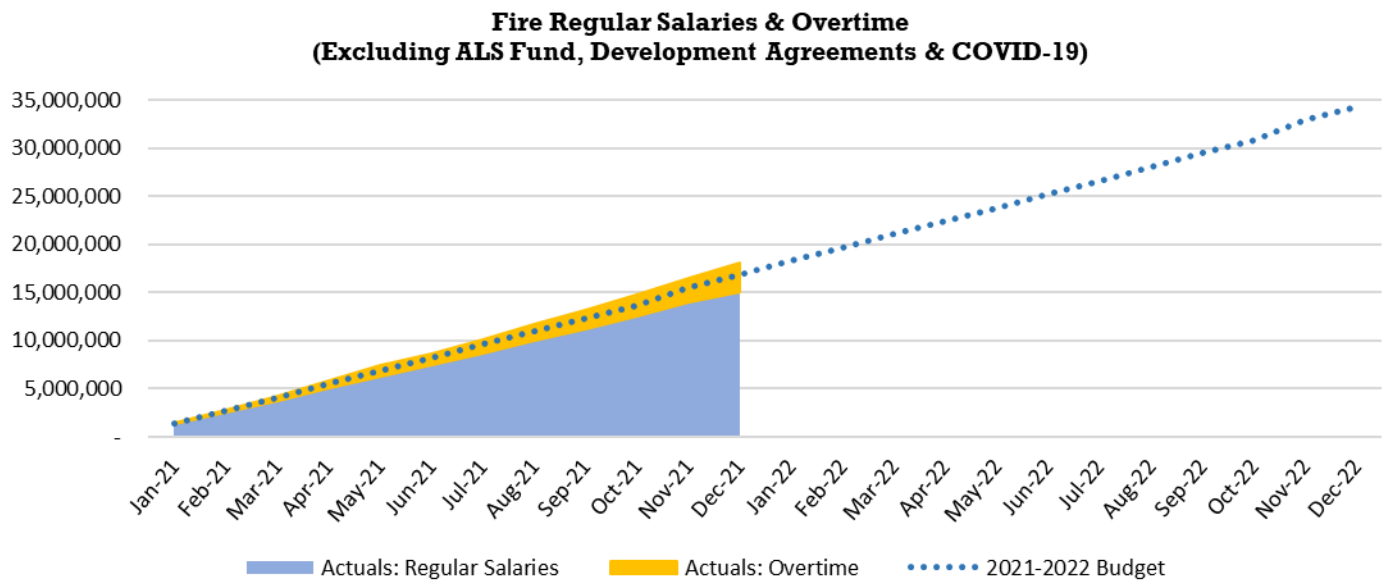
### **Fire Department**

Overtime costs are 112.4% of budget versus a 50.0% target for the biennium primarily due to the following:

- *Extraordinary or Unanticipated Events:*
  - *COVID-19 Pandemic:* \$498,693 in unbudgeted overtime costs related to the staffing of vaccination programs and testing sites. These costs are fully reimbursable by the Federal Emergency Management Agency (FEMA), Washington State Patrol, King County Public Health, and Microsoft.
  - *February 2021 Snow Event:* \$12,809 in unbudgeted overtime costs.
  - *December 2021 Snow Event:* \$37,860 in unbudgeted overtime costs.
- *King County Medic One Levy:* \$1,317,859 in overtime costs related to Advanced Life Support operations, the Mobile Integrated Health Program, and firefighters enrolled in the University of Washington/Harborview Medical Center Paramedic Training Program, which are fully reimbursable by the King County Medic One Levy.
- *Development Revenues:* \$46,709 in overtime costs related to after-hours work performed by Fire Prevention, which are fully reimbursable by development services customers.
- *Fire Academy/Paramedic Training:* Several entry-level firefighters were hired in late 2020 and have since graduated from the Eastside Metro Training Group (EMTG) Fire Academy and begun line service in June. Some overtime backfill was required while they were at the Academy. In addition, line personnel from participating EMTG agencies, including Redmond, also serve as trainers and are unavailable to serve on the line when working in this capacity, thereby requiring overtime backfill.
- *Light & Modified Duty:* Several Fire personnel are serving on light or modified duty, mainly due to injuries. While these staff continue to support Department work, their unavailability for line service contributes to higher overtime costs.

Excluding the pandemic-related costs, overtime costs are 100.7% of budget.

Looking at regular salaries and overtime together, excluding costs which are fully reimbursable, total costs are 52.9% of budget (see the following graph and table).



<b>Fire Department</b>	<b>2021-2022 Budget</b>	<b>2021-2022 Actual</b>	<b>% Spent</b>	<b>% Over (Under) Expected</b>	<b>\$ Over (Under) Expected</b>
Regular Salaries	\$32,081,003	\$15,139,363	47.2%	-2.8%	\$(901,138)
Overtime Salaries	2,165,882	2,975,857	137.4%	87.4%	1,892,916
<b>Total Salaries</b>	<b>\$34,246,885</b>	<b>\$18,115,220</b>	<b>52.9%</b>	<b>2.9%</b>	<b>\$ 991,777</b>

## Police Department

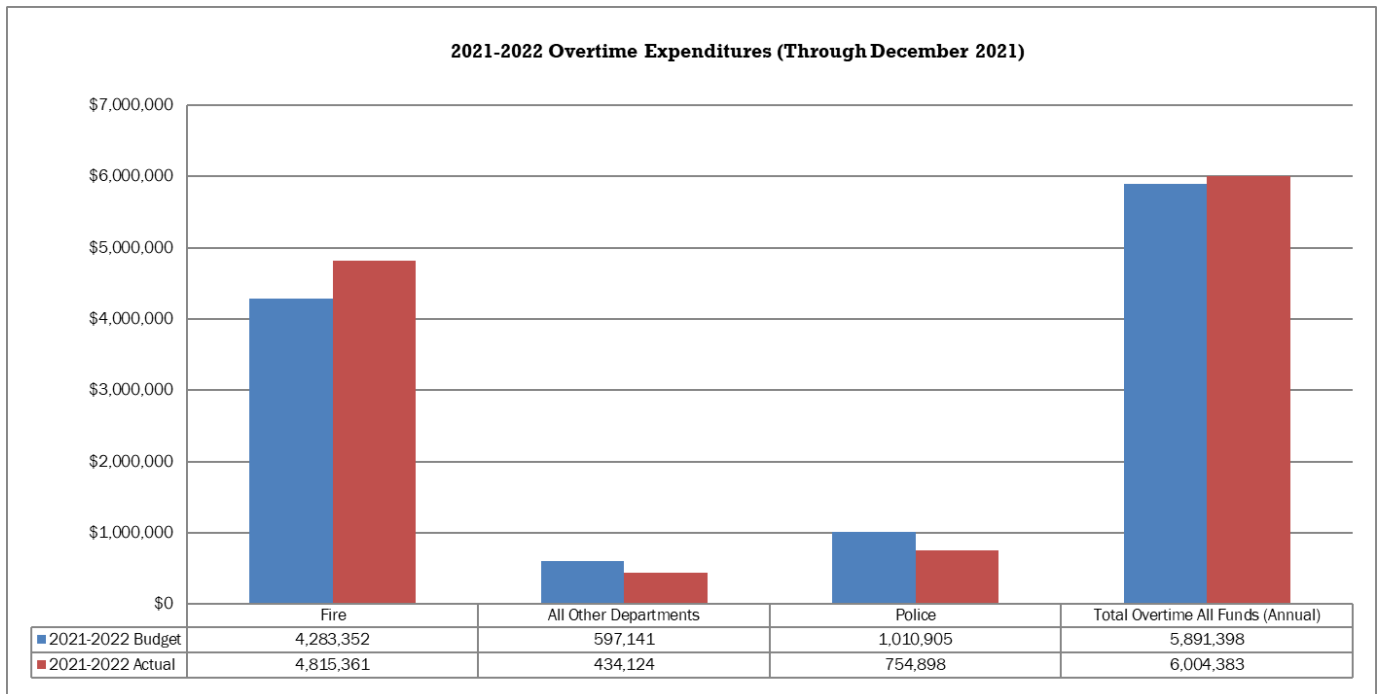
- Overtime costs are 74.7% of budget versus a 50.0% target for the biennium due to unanticipated overtime related to the COVID-19 pandemic, investigations of sensitive criminal cases, and recruitment and testing for vacancies of commissioned positions.
- Police overtime is also offset by flagging revenues of \$104,003.
- Excluding the pandemic costs, which are fully reimbursable, overtime costs are 66.7% of budget.

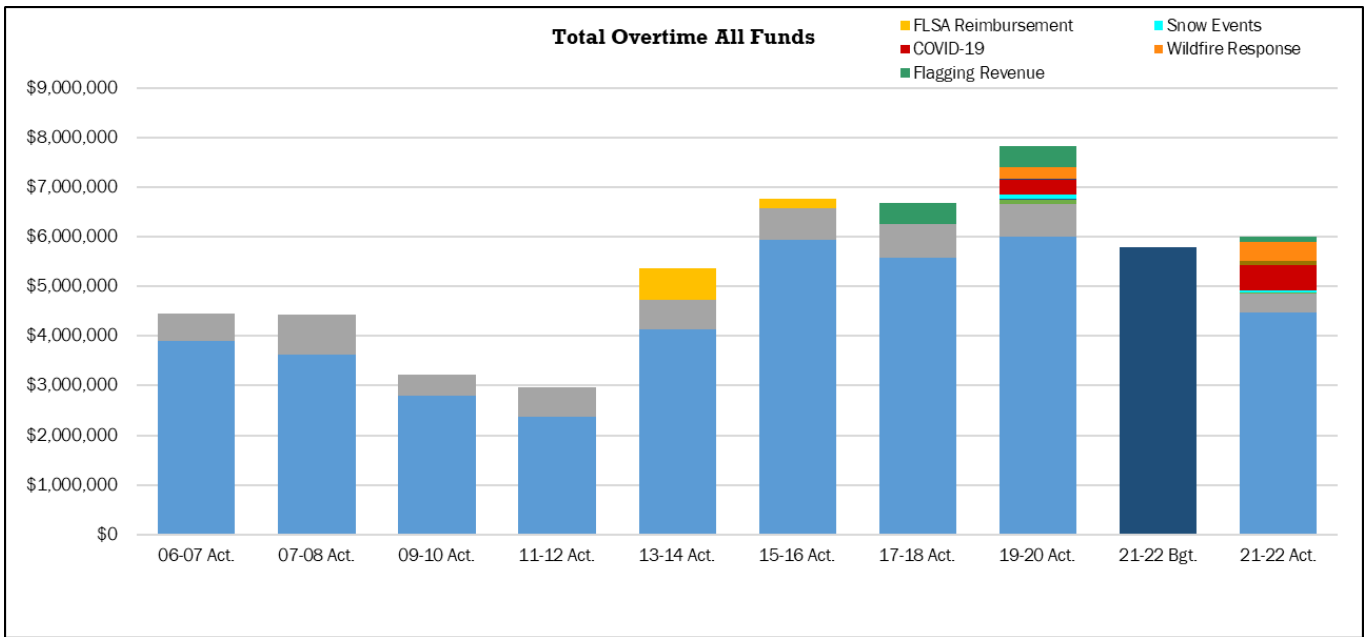
## All Other Departments

- Overtime costs for all other departments are 72.7% of budget versus a 50.0% target for the biennium. Of this, 12.2% is attributable to snow and ice events discussed below.
- Public Works Department overtime costs are 69.8% of budget due to:

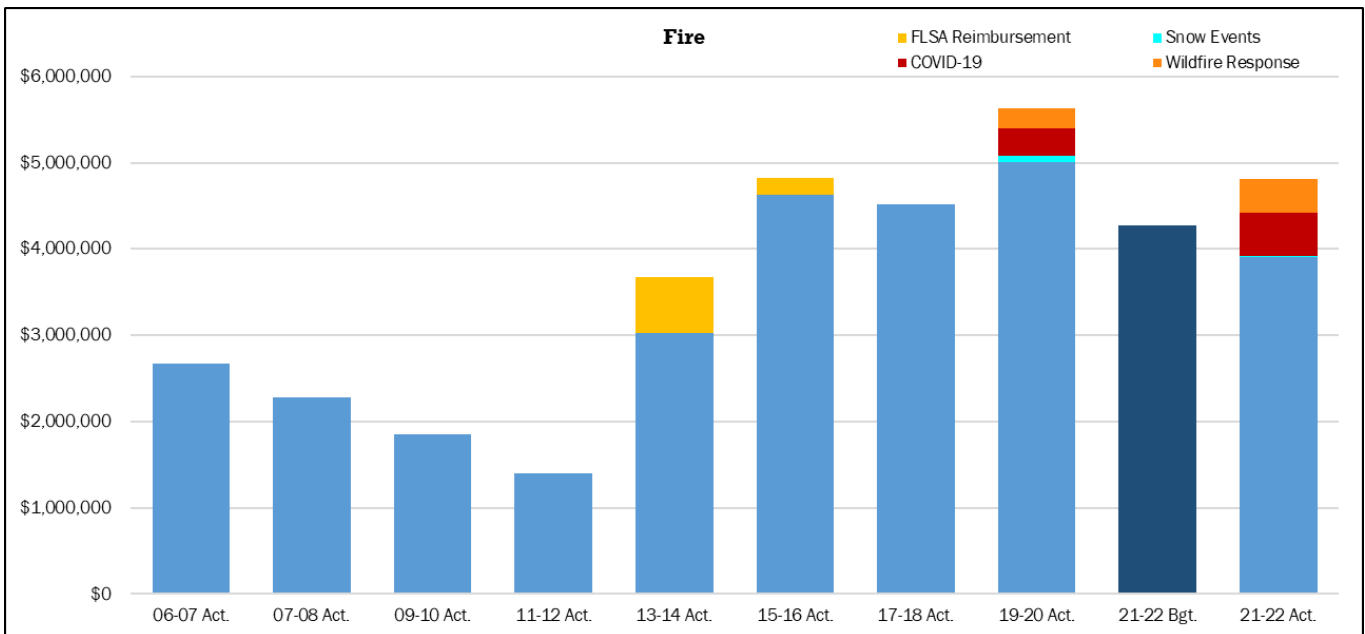
- February 2021 snow event overtime costs of \$51,669 and December 2021 snow event overtime costs of \$20,914. The Department has a contingency for snow and ice control within their budget; however, these costs exceed that amount.
- Water/Wastewater overtime costs have been higher than expected due to water main breaks and Supervisory Control and Data Acquisition (SCADA) issues.
- Parks Department overtime costs are 73.5% of budget due to:
  - Implementation of a new business licensing application and
  - Opening a cooling shelter during the June 2021 heat dome.
- Planning Department overtime costs are 63.4% of budget due to staff vacancies amidst the continuing surge in development activity. However, it should be noted that after-hours inspections are reimbursed by development services customers.

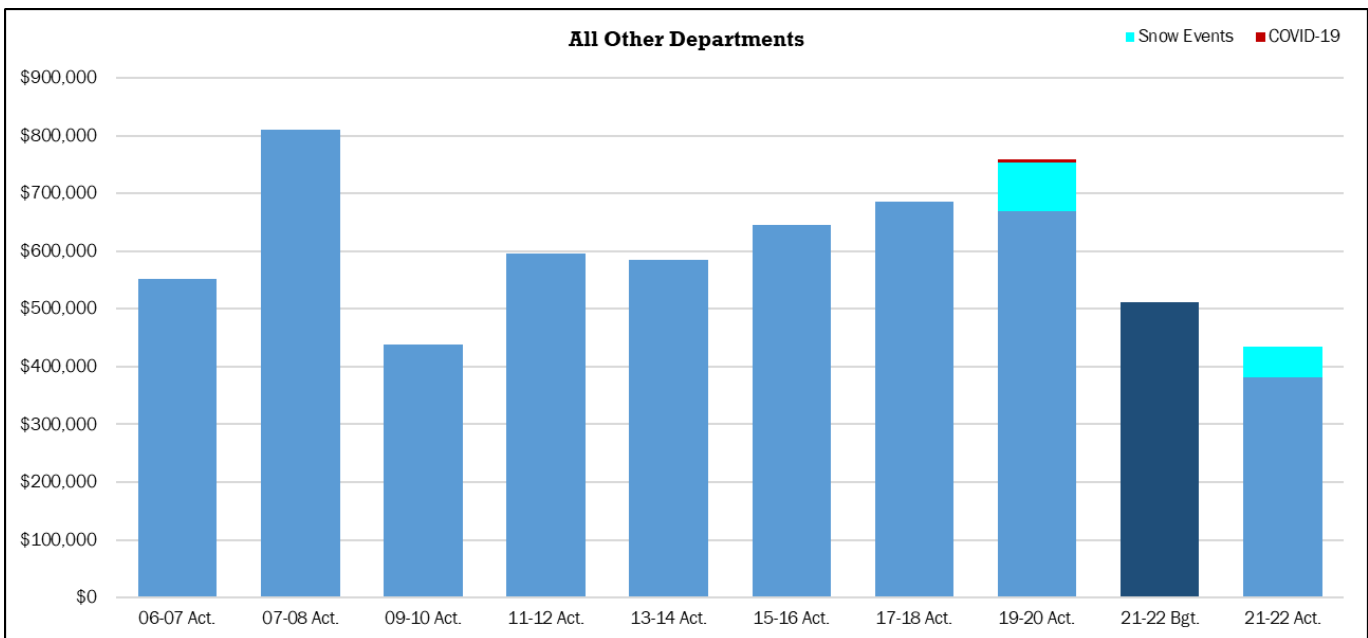
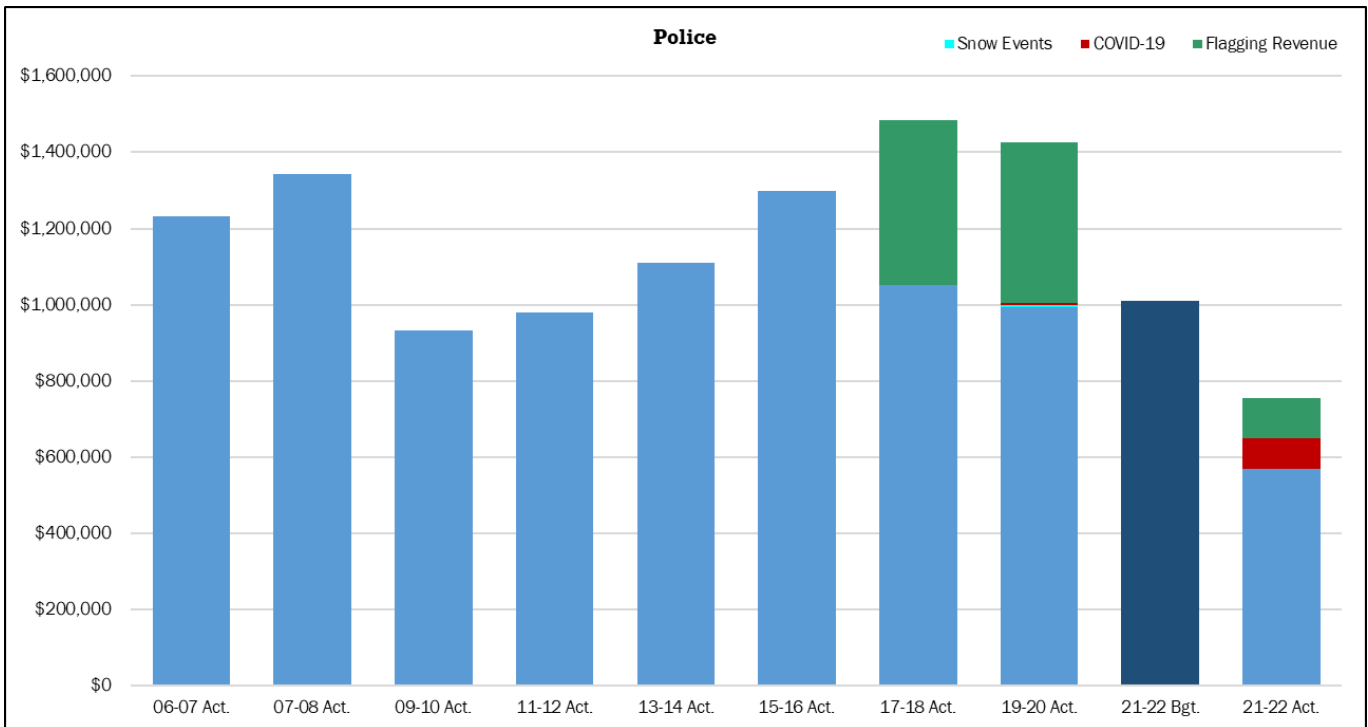
### Citywide Overtime Statistics (2021-2022 Biennium)





Please note: The City also received grant reimbursements of \$147,218 in 2013 and \$183,000 in 2014, reducing net overtime expenses for department operations backed by general revenues to \$391,595 and \$388,827, respectively. This is not depicted in the graph above.







## Memorandum

**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-223

**Type:** Committee Memo

**TO:** Committee of the Whole - Finance, Administration, and Communications

**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:**

Ceasing the Monthly Financial Report

**OVERVIEW STATEMENT:**

The Finance Director recommends ceasing the preparation of the monthly financial report for the following reasons. First, a quarterly financial report is more useful than a monthly financial report, which is more susceptible to revenue and expenditure timing issues. Second, revenues were significantly higher overall than what was budgeted in 2021, and the outlook continues to look very favorable in 2022 and beyond, given the ongoing high level of development activity and the easing or removal of COVID related restrictions. Third, the implementation of D365, the City's new financial system, is consuming significant Financial Planning staff time. This will continue through 2022 (phase 1) and 2023 (phase 2).

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

**REQUESTED ACTION:**

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Per the City's Fiscal Policies, staff prepares monthly financial reports that provide a summary of financial activity for major fund types. This can be amended to quarterly, which is the state requirement.
- **Required:**  
N/A
- **Council Request:**  
N/A
- **Other Key Facts:**  
N/A

**OUTCOMES:**

The Financial Planning staff will continue to monitor revenues and expenditures on a monthly basis. If a particularly significant financial issue arises that needs to be brought to the Council's attention before the next quarterly financial report is produced, staff will update the Council at the next Committee of the Whole - Finance, Administration, and Communications meeting.

**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**



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**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-223

**Type:** Committee Memo

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**COUNCIL REVIEW:**

**Previous Contact(s)**

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

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

N/A

**ANTICIPATED RESULT IF NOT APPROVED:**

N/A

**ATTACHMENTS:**

N/A



## Memorandum

**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-213

**Type:** Committee Memo

**TO:** Committee of the Whole - Finance, Administration, and Communications

**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:**

2023-2024 Budget Calendar

**OVERVIEW STATEMENT:**

The attached 2023-2024 Budget Calendar includes the dates of planned Council budget review meetings, four public hearings, and other noteworthy tasks and meetings. Following the Finance, Administration and Communications (FAC) Committee of the Whole's review on March 8, 2022, the 2023-2024 Budget Calendar will be added to the March 15, 2022 business meeting consent agenda for approval.

☒ **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:**

In the 2023-2024 Budget Calendar, the proposed Council study sessions to review the 2023-2024 Budget are highlighted in yellow, and the four planned public hearings are highlighted in blue. Compared to the 2021-2022 Budget process,

noteworthy changes include the following:

1. The 2023-2028 Capital Investment Program will be reviewed on June 14 and June 28.
2. The 2023-2026 Business Technology Investment Program will be reviewed on July 12.
3. The operating budget review will encompass two study sessions focused on baseline offers (October 20 and 25) and one study session focused on service enhancement and service reduction offers (November 3).
4. A final review of the 2023-2028 Capital Investment Program and 2023-2026 Business Technology Investment Program will be provided on November 7, focusing on any changes in the 2023-2024 Preliminary Budget relative to what was presented to the Council on June 14, June 28, and July 12.
5. Changes to the 2023-2024 Preliminary Budget are scheduled to be finalized on November 17. If needed, an additional budget meeting is scheduled for November 22.

The 2023-2024 Preliminary Budget will be presented to the Council on October 4. Following the Council's budget deliberations in October and November, the adoption of the 2023-2024 Final Budget is scheduled for December 6.

**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

**Date:** 3/8/2022

**Meeting of:** Committee of the Whole - Finance, Administration, and Communications

**File No.** CM 22-213

**Type:** Committee Memo

☐ **Additional budget details attached**

**COUNCIL REVIEW:**

**Previous Contact(s)**

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

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
3/15/2022	Business Meeting	Approve

**Time Constraints:**

Because the development of the 2023-2024 Budget encompasses most of 2022 and requires considerable Council time in the form of study sessions, FAC meetings, and public hearings, the budget calendar needs to be finalized by March 15, 2022.

**ANTICIPATED RESULT IF NOT APPROVED:**

The Council is required to hold public hearings on the proposed budget and to review and adopt a budget, which can only be accomplished by developing a budget calendar.

**ATTACHMENTS:**

Attachment A: 2023-2024 Budget Calendar

## Attachment A: 2023-2024 BUDGET CALENDAR

TASK/MEETING	DATE
Council Retreat	February 10, 17
2023-2024 Budget Calendar Review (FAC)	March 8
Fiscal Policies Review (Study Session)	March 8
Long Range Financial Strategy Review (Study Session)	March 22
Baseline, Service Enhancement & Service Reduction Offers Finalized	May 26
Service Enhancement & Service Reduction Offers Reviewed/Ranked by Results Teams	June 1 - July 8
2023-2028 Capital Investment Program Review – Facilities, General Government, Parks, Transportation (Study Session)	June 14
2023-2028 Capital Investment Program Review – Stormwater, Wastewater, Water (Study Session)	June 28
Public Hearing #1 – 2023-2028 Capital Investment Program	July 5
2023-2026 Business Technology Investment Program Review (Study Session)	July 12
Budget Balancing with Mayor/Department Directors	July 19-29
2023-2024 Preliminary Budget Document Preparation	August-September
Revenue Forecast Review – General Fund, Capital Investment Program, Utility Funds (Study Session)	September 6
2023-2024 Preliminary Budget Presented to Council	October 4
Council Briefing on Community Involvement (FAC)	October 11
Public Hearing #2 – 2023 Property Tax Levy & Other Revenue Sources	October 18
Operating Budget Review – Baseline Offers (Study Session)	October 20 (Th) October 25
Public Hearing #3 – 2023-2024 Preliminary Budget	November 1
Operating Budget Review – Service Enhancement & Reduction Offers (Study Session)	November 3 (Th)
2023-2028 Capital Investment Program Final Review & 2023-2026 Business Technology Investment Program Final Review (Study Session)	November 7 (M)
Public Hearing #4 – 2023-2024 Preliminary Budget	November 15
Finalize Changes to 2023-2024 Preliminary Budget (Study Session)	November 17 (Th)
Additional Budget Meeting, If Needed (Study Session)	November 22
Council Adoption of 2023-2024 Final Budget	December 6

	Council Budget Review (Study Session)
	Public Hearing