



Memorandum

Date: 8/2/2023
Meeting of: City Council

File No. AM No. 23-111
Type: Consent Item

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

Executive	Malisa Files	425-556-2166
Human Resources	Cathryn Laird	425-556-2125

DEPARTMENT STAFF:

Human Resources	Stephanie Lorntzen	Dept. Admin. Coordinator
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TITLE:

Confirmation of the Appointment of Kelley Cochran to serve as Redmond's Finance Director

OVERVIEW STATEMENT:

The City has made an offer of employment to Kelley Cochran as the Finance Director. The offer is contingent on confirmation of appointment by City Council.

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

REQUESTED ACTION:

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

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Per RMC 2.02.050, the Finance Director position is filled by appointment from the Mayor, subject to confirmation by a majority vote of the City Council.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Ms. Cochran possesses the experience and leadership capabilities needed for the role. She brings an extensive

background and skill set to the Finance department and has demonstrated through acting as the Finance Director the ability to become an asset to the City's leadership team and Redmond community.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
- Ms. Cochran has served as the Deputy Finance Director from October 1, 2018 to present. Effective January 9, 2023, she has been performing as the Acting Finance Director.
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

Funding for the position is included in the adopted 2023-2024 City Budget.

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

Budget Offer Number:

281

Budget Priority:

Strategic and Responsive

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)

N/A

Proposed Upcoming Contact(s)

N/A

Time Constraints:

The anticipated start date of Kelley Cochran is August 3, 2023.

ANTICIPATED RESULT IF NOT APPROVED:

The Finance Director position would remain unfilled until an external recruitment is completed. This delay would result in the appointment of the position and would result in continued use of the current interim appointment. The hiring of an external candidate is more of a risk to the department due to the unknown fit of the candidate, versus the current internal candidate is a demonstrated good fit and will ensure continuity of the leadership and management of the Finance Department.

ATTACHMENTS:

N/A