



MEMO TO: Finance and Administration Committee

FROM: Kelley Cochran, Financial Planning Manager

DATE: October 23, 2018

SUBJECT: Quarterly Overtime Report

I. PURPOSE For Information Only Potential Agenda Item

II. RECOMMENDATION

Discussion of the Quarterly Overtime Report through September 2018.

III. DEPARTMENT CONTACTS

Kelley Cochran, Financial Planning Manager

425-556-2749

IV. DESCRIPTION/BACKGROUND

Each quarter the Finance Department reviews the overtime expenditures for the prior fiscal quarter. Due to the timing of account period closing and creation of the report, the final report will be emailed to Council on Friday, October 19, 2018 under a separate cover.

TIME CONSTRAINTS

None

V. LIST OF ATTACHMENTS

None