

 <p><b>Redmond</b> WASHINGTON</p>	<p>REDMOND CITY COUNCIL COMMITTEE OF THE WHOLE - FINANCE, ADMINISTRATION, AND COMMUNICATIONS MEETING SUMMARY</p> <p>October 11, 2022 4:30 p.m.</p>
	<p>Current and past meeting agendas and materials: <a href="https://redmond.legistar.com/Calendar.aspx">https://redmond.legistar.com/Calendar.aspx</a></p>

Presiding Officer Steve Fields called the meeting to order, reviewed attendance, and overviewed the agenda. The meeting was held in Redmond City Hall Council Chambers and remotely.

Committee Members present and establishing a quorum:

- Jeralee Anderson
- David Carson
- Steve Fields
- Jessica Forsythe
- Varisha Khan (*joined at 4:36 p.m.*)
- Vanessa Kritzer
- Melissa Stuart

**1. Development Impact Fees - 2023 Annual Indexing**

*Department: Planning and Community Development*

*Action: Staff Report, November 1st*

Glenn Coil, Senior Planner, reported to the Members of the Committee:

- Updated for inflation;
- Preview of staff report; and
- Council approval.

Discussion ensued regarding: equity; school impact fees; accessory dwelling units; changing the rate calculations; child care facilities; and impact fee rates.

**2. Communications Plan Update**

*Department: Executive*

*Action: Informational*

Jill Smith, Communications Manager, reported to the Members of the Committee:

- Strategies;
- Mailers;
- Digital content;
- Accessible formats;
- Website updates;
- Community involvement;
- Council chambers upgrades;
- Emergency communications; and

- Reaching out to groups.

Discussion ensued regarding: reaching out to community members; diversity, equity and inclusion; Council newsletter; social media guidelines; and performance measures.

**3. Approve Consultant Agreement with Dynamic Solutions Incorporated in the Amount of \$123,600 to Provide Resource Development and End User Training to Support the Implementation of Dynamics 365 (D365)**

*Department: Finance*

*Action: Consent, October 18th*

Kelley Cochran, Deputy Finance Director, reported to the Members of the Committee:

- Implementing financial system;
- Go live in March 2023; and
- Staff training.

Discussion ensued regarding: timeline.

**4. Quarterly Overtime Report, 1/1/21 - 6/30/22**

*Department: Finance*

*Action: Informational*

Chip Corder, Finance Director, reported to the Members of the Committee:

- Fire Department;
- Police Department;
- Adverse weather events;
- Development activity; and
- Salaries and other savings.

Discussion ensued regarding: current overtime; resourcing; vacancy report; and climate-related issues and building capacity.

**5. Council Budget Review Process for 2023-2024 Preliminary Budget**

*Department: Finance*

*Action: Informational*

Chip Corder, Finance Director, reported to the Members of the Committee:

- Budget calendar;
- Ground rules;
- Meeting length; and
- Voting.

Discussion ensued regarding: service reductions; review of baseline offers; service reductions; previous budget adjustments; meeting efficiency; providing direction; and voting on ground rules.

Meeting adjourned at 6:22p.m.