

**REDMOND CITY COUNCIL
FINANCE, ADMINISTRATION, AND COMMUNICATIONS COMMITTEE
MEETING SUMMARY**

Council Chamber
15670 NE 85th Street, Redmond, Washington

Tuesday, September 25, 2018

Council

Hank Margeson, Presiding Officer
Jeralee Anderson
Angela Birney
David Carson (4:35 p.m.)
Steve Fields
Hank Myers
Tanika Padhye

Staff

Malisa Files, Finance Director
Mellody Matthes, Human Resources Director
Cathryn Laird, Deputy Human Resources Director
Ryan Spencer, Customer Service Manager
Laura Pendergraft, Program Coordinator
Debby Wilson, Program Administrator
Cheryl Xanthos, CMC, Deputy City Clerk

Convened: 4:35 p.m.

Adjourned: 5:34 p.m.

Presiding Officer Hank Margeson called the meeting to order, reviewed attendance, and overviewed the agenda.

Benefits Changes

Ms. Mellody Matthes, Human Resources Director, overviewed the financial impacts of the proposed benefit changes. The request is that this item go forward for Council approval on October 2, 2018. The recommendations from EBAC will be made tomorrow. The effective date of providing the benefits will be delayed if it doesn't go to the Council for approval at the next meeting.

General discussion ensued regarding allowing this item to go forward on the October 2, 2018 meeting.

Pay Plan Updates

Ms. Cathryn Laird, Deputy Human Resources Director, stated that the City is now negotiating with the Teamsters union. This is a new union for the City. The Police Lieutenants will have their own pay plan. This will go forward to the October 2, 2018, regular business meeting for Council approval.

House Bill 2005 and Business Licensing Impacts

Mr. Ryan Spencer, Customer Service Manager, and Ms. Laura Pendergraft, Program Coordinator, stated that there are now required changes including:

- definition of engaging in business;
- threshold amount;
- an ordinance will be provided for these updates;

- working on upgrading software system and with Financial Planning; and
- this will be brought back to the committee in November.

General discussion ensued regarding having the businesses register even if they don't reach the threshold; state fees; no additional tracking; higher than a \$2,000 limit; intent of business licenses; threshold set at other cities; and identifying tree removal services.

Monthly Financial Report

Ms. Malisa Files, Finance Director, stated that revenues are up approximately five percent, and expenditures are down over three percent. Sales tax is higher than expected due to construction activity. It is considered one-time money. The City is paid from Fire District No. 34 for fire services.

General discussion ensued regarding determining what portion of sales tax is one-time funds, and additional revenue from new businesses in the City.

2019 - 2020 Preliminary Budget Study Session Calendar

Ms. Files overviewed the calendar of events for the budget study sessions. A matrix is kept of community comments on the budget. A parking lot list is kept of issues that need to be resolved prior to adoption of the budget, and of items that need to be watched during the next biennium.

General discussion ensued regarding the budget approval process.

CyberSecurity Awareness

Ms. Files stated that October is Cyber Security Awareness Month. The City will be providing required training to employees. A proclamation will be provided at the October 2, 2018, regular business meeting.

On-Call Dynamics AX Consulting Services Agreement

Ms. Files stated that HSO has been chosen. The current on-call support is no longer going to provide that service. This item will go to the Council for approval at the October 16, 2018, regular business meeting. The three-year contract will not exceed \$650,000.

Authorizing Property Rights Conveyances

Ms. Files and Ms. Debby Wilson, Program Administrator, stated that this item was referred to committee from the last Council meeting. There are about 10 property transactions a year that are relatively small. This will allow staff to be more efficient and not have to seek Council approval for the small transactions.

General discussion ensued regarding reporting to the Council quarterly; the resolution will set the policy staff must follow; decision-making process and protecting the residents; community interest or public input items will be brought to the Council for approval; Council authority; strongly structured resolution; having the items go directly to the consent agenda; interim regulations;

Sound Transit transactions will be brought to the Council separately, and will not be subject to this resolution; anticipated staff time savings; the Council is not in support of delegating this responsibility, and prefer that these items go directly to the consent agenda; an agenda memo will be brought forward to the Council at the October 16, 2018, to memorize this discussion; and further changes to the requirements matrix will need to be approved by the Council.

Council Rules of Procedure Coming Review

Councilmember Birney stated that with the changes to the Committee of the Whole, the Council Rules of Procedure will be reviewed to discuss what is working and what is not. The review will probably occur in January.

Miscellaneous

Councilmember Myers inquired regarding the funding discrepancies in the one percent for arts ordinance.