

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

Remote Meeting  
Tuesday, November 24, 2020

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**Council**

Vanessa Kritzer, Presiding Officer  
Jeralee Anderson  
David Carson  
Steve Fields (*not in attendance*)  
Jessica Forsythe  
Varisha Khan  
Tanika Padhye

**Staff**

Malisa Files, Finance Director  
Cathryn Laird, Human Resources Director  
Tim Gately, Police Captain  
Jonny Chambers, Technology and Information  
Services Director  
Darrell Lowe, Police Chief  
Dawn Johnson, PMO Manager  
Rebecca Mueller, Prosecuting Attorney's Office  
Cheryl Xanthos, MMC, City Clerk

Convened: 4:30 p.m.

Adjourned: 6:08 p.m.

Presiding Officer Vanessa Kritzer called the meeting to order, reviewed attendance, and overviewed the agenda.

Council President Padhye moved to amend the title of the last item on the list to add to the discussion committee names. Second by Councilmember Anderson.

6-0

**Upcoming TIS Topics**

Mr. Jonny Chambers, Technology and Information Services Director, reported to the Members of the Committee: strategic plan framework; big four projects; strategic themes; mini projects.

General discussion ensued regarding a dashboard; database; budget discussions; providing updates at upcoming study sessions; status of projects; diversity, equity and inclusion, bike accessibility.

**King County INET (Institutional Network) Contract Renewal**

Mr. Keith Laycock reported to the Members of the Committee: network access; backup internet and accessing the police secure network.

General discussion ensued regarding the effect on fiber optics; contract renewal timeline; other options; value; and this item is approved to go forward for Council action on the Consent Agenda at the December 1, 2020, business meeting.

**2021 COLA and Pay Plan Updates**

Ms. Cathryn Laird, Human Resources Director, Ms. Mary Grady, reported to the Members of the Committee: request that this item to go forward for Council action on the Consent Agenda at the December 1, 2020, business meeting; negotiated contracts; 11 pay plans being updated; and the executive pay plan will not have a COLA increase.

General discussion ensued regarding contractual agreements; contract timeline; approving with the budget; renegotiating contracts; and this item is approved to go forward for Council action on New Business at the December 1, 2020, business meeting.

### **Old Redmond Schoolhouse (ORSH) Amended Lease Agreement**

Mr. Jeff Hagan reported to the Members of the Committee regarding: this contract will be amended to start on January 1, 2021; leasing school house space; construction delays from the school district delayed the start of the contract; the Redmond Historical Society will be a tenant; and will be adding in recreation programs when allowed.

General discussion ensued regarding not made payments yet; budget; effect of delaying signing on to the lease; housing the senior lunch program; preschool programing; potential tenants and programs; and this item is approved to go forward for Council action on the Consent Agenda at the December 1, 2020, business meeting.

### **Willow Run, LLC/Building X Contract for Outside Technical Review**

Mr. Todd Short, Acting Deputy Fire Chief, reported to the Members of the Committee: plan review and inspection services; alternative method; expertise; allowance in Fire Code; three party agreement; and there is no cost to the City.

General discussion ensued regarding timeline of this type of project; changes in the contractual arrangement; frequency of this type of project; and this item is approved to go forward for Council action on the Consent Agenda at the December 1, 2020, business meeting.

### **2019 Impact Fee Collection and Distribution Report**

Ms. Malisa Files, Finance Director, reported to the Members of the Committee regarding this item is for information only and is provided annually.

General discussion ensued regarding Council action is not needed; Fire impact fee usage; impact fee refund; usage of the funds on the 151<sup>st</sup> Street sidewalk project; reappropriations; contractual requirements; expenditures; prioritized adjustment items; ending fund balance;

### **Monthly Financial Report**

Ms. Files reported to the Members of the Committee regarding: revenue collections; property taxes; and under expenditures.

General discussion ensued regarding target margin and ending balance; estimates; financial forecast; allocations; Councilmanic bonds; assessed value;

### **Adjusting Council Meeting Time in 2021**

Discussion ensued regarding:

- Possibly changing the start time and end time to 7:00-10:30 p.m.;
- Staff will prepare language for Council review;
- Restructuring the committees based on the City priorities;
- Discussing restructuring at the Council retreat; and
- Assessing committee scope.