



The city is conducting this public meeting using a hybrid model. The public is welcome to attend tonight's meeting in-person at City Hall (Council Chambers), or virtually by using the meeting access link below.

Please click the link below to join the webinar:

<https://sumnerwa-gov.zoom.us/j/85846018452>

Or One tap mobile :

US: +12532158782,,85846018452# or +13462487799,,85846018452#

Or Telephone: 1 253 215 8782

Webinar ID: 858 4601 8452

CALL TO ORDER

Roll Call: Bitetto, Brown, Cole, Hochstatter, Neuman, Reed and Stuard

REGULAR BUSINESS

1. Community Services Budget
2. 2023-24 Budget Process Overview
3. Department Budget Presentations

CITY ADMINISTRATOR REPORT

AGENDA SETTING

1. Council Meeting Agenda Calendar
2. Council Committee Meeting Calendar

EXECUTIVE SESSION

ADJOURNMENT

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact the City Clerk at (253) 299-5590, 24 hours in advance.

SUBJECT: Community Services Budget

CATEGORY: Presentation

BUDGET IMPACT:

Expenditure Required: \$200,000

Within Budget Allocation: Yes

ATTACHMENTS:

1. Community Partners Presentation
 2. Community Partner Applications
-

STAFF CONTACT: Ryan Windish, Community Development Director

SUMMARY BACKGROUND:

The City accepted applications for Community Services Fund allocations for the 2023-24 biennium. Applicants will be allowed to provide a five-minute presentation about their organization and specific funding request. \$200,000 is included in the proposed budget for the council to allocate between applicants, and staff will be asking for a decision tonight.

This is a new process that was created to identify what the needs are of the social service providers within our community. This new process also provides greater transparency in the budget process.

COUNCIL COMMITTEE/STUDY SESSION: MEETING/STUDY SESSION DATE: COMMITTEE RECOMMENDATION:
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STAFF RECOMMENDATIONS/MOTION:

Provide direction to staff regarding funding allocations for community service partners.



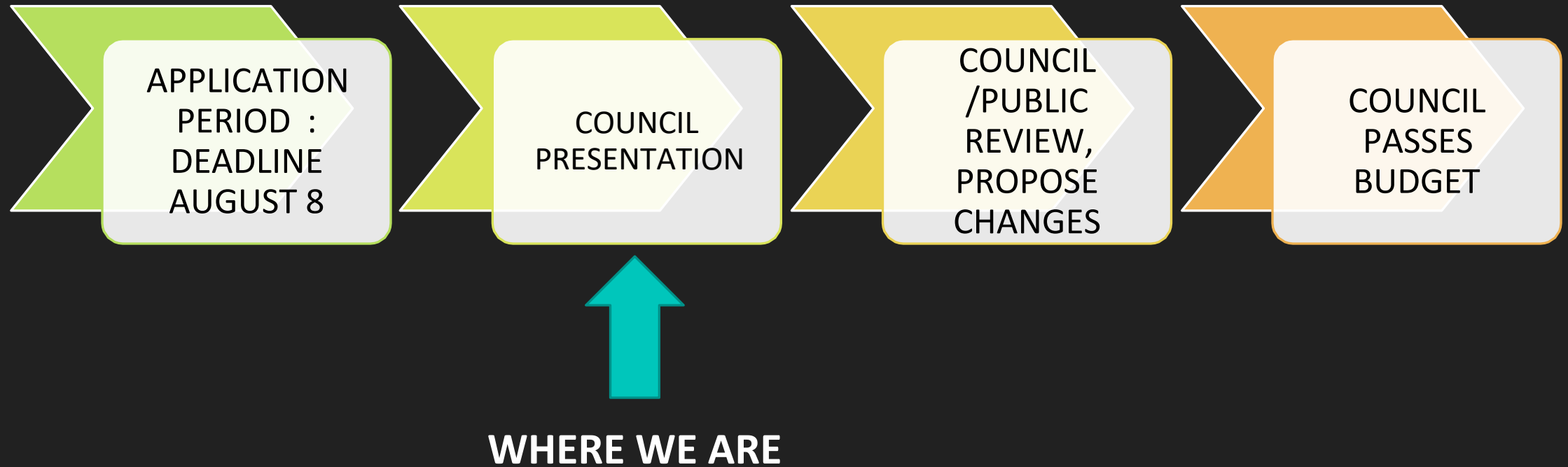
CITY OF
SUMNER
WASHINGTON

Community Partners Fund

2023-2024 BIENNIAL BUDGET



PROCESS REMINDER



HISTORICAL FUNDING

COMMUNITY PARTNERS FUND



- Traditionally funded the Sumner Main Street Association and the Sumner-Bonney Lake Family Center as community partners in providing needed services, community events and economic development.
- Sumner-Bonney Lake Family Center - \$35,000/year
- Sumner Main Street Association (SMSA) - \$25,000/year

'23-24 PROCESS OBJECTIVES

COMMUNITY PARTNERS FUND



- Allow other non-profit organizations apply for funding and make an 'ask' in order to evaluate overall community needs
- Give these organizations a chance to request funding and highlight what they do for the community
- Gives the City Council opportunity to make changes regarding funding based on Council Priorities
- Total Funding Available: \$200,000



MI CASA HOUSING, LLC

COMMUNITY PARTNERS FUND



Own and manage 18 affordable housing units in Sumner.

Funding Request: \$20,000



VADIS

COMMUNITY PARTNERS FUND



Assists individuals with disabilities by integrating into our community through employment opportunities.



Funding Request: \$40,000

Previous support for services circa 2007.

Mother 2 Many

COMMUNITY PARTNERS FUND



Help families that have been struggling with meals, coats and food items. Provide lunch to youth at skate park.



Funding Request: \$15,000

Sumner Community Food Bank

COMMUNITY PARTNERS FUND



Provide supplemental food to Sumner families and connect them to other services in the community.



Funding Request: \$80,000

One time ARPA allocation of \$35,000.

Sumner-Bonney Lake Family Center Bank

COMMUNITY PARTNERS FUND



Mission: to build safe, stable and nurturing relationships, as well as environments, for children and youth.



Funding Request: \$70,000

Provided under ILA, deviating would require renegotiation or termination of existing agreement.

Sumner Main Street Association

COMMUNITY PARTNERS FUND



Works to stimulate economic growth and revitalization, enhance beautification, nurture historic preservation and ensure the vitality of downtown Sumner.



Funding Request: \$50,000

Historically provided under services MOU—current agreement expires December 31st.

SUMMARY

COMMUNITY PARTNERS FUND



CITY OF
SUMNER
WASHINGTON

ORGANIZATION	ASK
MI CASA	\$20,000
VADIS	\$40,000
MOTHER 2 MANY	\$15,000
SUMNER COMMUNITY FOOD BANK	\$80,000
FAMILY CENTER	\$70,000
SUMNER MAIN STREET ASSOCIATION	\$50,000
TOTAL	\$275,000

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed 2023-2024 Community Partner Budget Request
Date: Thursday, July 28, 2022 11:01:58 AM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey 2023-2024 Community Partner Budget Request with the responses below.

Organization Name

Mi Casa Housing Inc.

Primary Contact

Holly Emerson, Secretary

Contact's Phone

253-840-0440

Contact's Email

secretary@micasahousing.org

Organization Website

micasahousing.org

We are ...

a registered 501(c)3 Non-Profit

Amount requested

20000

Would you accept a lesser amount?

Yes

My organization has a business license to conduct business within the City of Sumner.

No

Amount Received from the City of Sumner in 2021-2022

0

Why would this funding be a good investment for the people of Sumner?

Mi Casa owns and manages 18 units of long-term, affordable housing for people with low incomes. Our 5 buildings in Sumner are scattered in neighborhoods so that families are not stigmatized by living in project housing. We are proud to rent decent and safe units to families who need extra assistance and yet are eager to improve their lives for themselves and their children. These families live and shop in the Sumner community and their children attend Sumner schools. We add value to the community by providing safe and well-maintained buildings and properties.

What will you accomplish with their support?

For thirty years Mi Casa, a 501(c)3 nonprofit all-volunteer organization, has provided safe, long-term affordable housing to low and very low-income families in Eastern Pierce County. Our tenants stay in our rental units until they can establish themselves in the standard housing market. That might take over a decade or as short as one or two years. Rent is based on 30% of a tenant's income and is normally 50% or lower than the fair market value of surrounding homes (as low as \$490 for a 1-bedroom, \$550 for a 2-bedroom, \$625 for a 3-bedroom unit). Rapidly increasing costs make it difficult to keep rents this low. Your grant will help provide some of the necessary costs of water, sewer, fire insurance, lawn care, rental management and especially for ongoing maintenance and repairs. This will help to ensure that our Sumner buildings and properties are well-kept and safe.

Number of people in Sumner you estimate you serve?

84

Describe who in Sumner benefits from your program/effort

Mi Casa serves very low-income families in Eastern Pierce County. We provide permanent housing to households with incomes less than 50% of the area median income (AMI). These families are often called the working poor. In 2021, 70% of our households had incomes less than half of the AMI and 30% had incomes less than 30% of the AMI. Being below 30% of median income is in the "extremely low-income" population. In 2021, the average income for our tenants was \$33, 913.80 annually and 71% of our families are single-parent households. Success is when a person has housing stability, their children are enrolled in school, and they can focus on rebuilding their life. As their financial lives improve, we can slowly increase their rent so that eventually they are strong enough to establish themselves in the standard housing market.

Anticipated Funding?

Yes

Anticipated Funding Source?

Puyallup Tribe of Nations- \$5600 Private donations- \$ 8600 City of Puyallup- \$25,000
(designated for Puyallup properties)

Anticipated Funding Amount?

8600

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed 2023-2024 Community Partner Budget Request
Date: Tuesday, July 19, 2022 3:43:17 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey 2023-2024 Community Partner Budget Request with the responses below.

Organization Name

Vadis

Primary Contact

Chris Christian

Contact's Phone

2538635173

Contact's Email

chris@vadis.org

Organization Website

<https://vadis.org/>

We are ...

a registered 501(c)3 Non-Profit

Amount requested

40000

Would you accept a lesser amount?

Yes

My organization has a business license to conduct business within the City of Sumner.

Yes

Amount Received from the City of Sumner in 2021-2022

0

Why would this funding be a good investment for the people of Sumner?

Vadis is a local nonprofit organization that is headquartered in Sumner, WA. We are one the larger employers in Sumner and we have been a physical operating nonprofit presence since 1974. Our mission is enriching lives through excellence, equity, and service innovation. Vadis is a highly reputable organization in the field of disability advocacy, and we meet with legislators, government officials, and our CEO has spoken in Washington, D.C. about the importance of employment for individuals with disabilities.

What will you accomplish with their support?

Through support from the City of Sumner, Vadis can continue assisting individuals with disabilities with integrating into our community through employment opportunities.

Number of people in Sumner you estimate you serve?

20

Describe who in Sumner benefits from your program/effort

Businesses in Sumner benefit from workplace diversity by using our services as we bring individuals with disabilities to employers and teach them how to support and incorporate them into the workplace. We provide visibility to individuals with disabilities in our communities and Sumner residents are exposed to people of all abilities. This is important because people with disabilities historically were not integrated with their communities, especially not through employment.

Confirmed Funding?

No

Anticipated Funding?

No

From: [Chris Christian](#)
To: [Ryan Windish](#)
Subject: RE: Community Partnership Fund-Question
Date: Tuesday, August 2, 2022 10:25:07 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

*****EXTERNAL EMAIL*****

Hi Ryan,

In response to your questions: (and more random and general information)

- We placed over 200 individuals with disabilities in our last fiscal year (July 1, 2021 thru June 30, 2022)
- We served over 60 youth and adults experiencing homelessness in Pierce County in that same time period.
- We provide affordable housing for people with disabilities and extreme low income in Pierce County and currently own 28 residences in a combination of homes and duplexes. We have 36 tenants.
- We serve over 1000 people per month in all of our programs combined.
- We operate in six counties, Pierce, King, Snohomish, Kitsap, Thurston and Mason.
- We have offices in Sumner, Tukwila, Lynnwood, Silverdale and Lacey. Our headquarters are of course, in Sumner.
- We have been in operation for 43 years now. Since 1979. Prior to that we were a subsidiary of another organization from 1974 - 1979. We have always been based in Sumner.
- We fully own our headquarters building.
- We employ 7 individuals with disabilities working at the Tacoma Union Station federal courthouse in which we hold the complete grounds maintenance and custodial contract.
- We employ approximately 100 persons.
- We are governed by a board of directors.

Feel free to reach out to me if you have any more questions.

Christopher Christian
CEO
253.863.5173 ext.251
www.vadis.org

Vadis



Serving King, Kitsap, Pierce, Snohomish, Thurston & Mason Counties
Enriching lives through Excellence, Equity and Service Innovation

From: Ryan Windish <ryanw@sumnerwa.gov>
Sent: Tuesday, August 2, 2022 9:09 AM
To: Chris Christian <Chris@vadis.org>
Subject: Community Partnership Fund-Question

Hi Chris,

Thank you for submitting an application for the Community Partnership Fund with the City of Sumner. I did have a couple questions after reviewing your application:

1. On average, how many disabled individuals do you place each year in local businesses?
2. You say that you are one of the larger employers in Sumner: How many do you employ?

Thank you!

Ryan

Ryan Windish, AICP | Community Development Director
City of Sumner
ryanw@sumnerwa.gov
253.299.5524

From: Sumner Connects <notifications@engagementhq.com>
Sent: Wednesday, June 29, 2022 8:29 PM
To: Joseph McKinney <JosephM@sumnerwa.gov>
Subject: Jowit@42 completed 2023-2024 Community Partner Budget Request

*****EXTERNAL EMAIL*****

Jowit@42 just submitted the survey 2023-2024 Community Partner Budget Request with the responses below.

Organization Name

Mother 2 Many

Primary Contact

Joann Wittler

Contact's Phone

253-921-2138

Contact's Email

info@mother2many.org

Organization Website

www.mother2many.org

We are ...

a registered 501(c)3 Non-Profit

Amount requested

15000.00

Would you accept a lesser amount?

Yes

My organization has a business license to conduct business within the City of Sumner.

No

Amount Received from the City of Sumner in 2021-2022

0.00

Why would this funding be a good investment for the people of Sumner?

Mother 2 Many has been serving the youth of Sumner for almost 8 years. This has helped single mothers with limited income get their child a meal. M2M has helped with families that have been struggling, and helped with meals, coats and food items. As of the end of the 2022 school year, M2M was feeding 400 youth a week at the skatepark, and we want to continue to do so. M2M knows there are youth that go home to no food, and we hope that by being at the skatepark twice a week, it will help the youth do better in school and be more productive in the community. M2M loves serving the youth and families of Sumner and we would appreciate your help to continue to do so and do it well.

What will you accomplish with their support?

Right now M2M is spending \$500 to \$800 a month on food items, our savings is getting smaller, so this would help us continue to do what we are doing. It will help with food and with gas for transportation.

Number of people in Sumner you estimate you serve?

29000 **See email inquiry and response below.**

Describe who in Sumner benefits from your program/effort

Youth and Families in Sumner

Confirmed Funding?

Yes

Confirmed Funding Source?

M2M has private funding every month

Confirmed Funding Amount?

2000.00

Anticipated Funding?

Yes

Anticipated Funding Source?

Korum for kids

Anticipated Funding Amount?

5000.00

See follow-up email question and response below.

From: [Joann Wittler](#)
To: [Ryan Windish](#)
Subject: Re: Community Partnership Funds--Question
Date: Tuesday, August 2, 2022 9:25:31 AM

*****EXTERNAL EMAIL*****

Hi Ryan,

We go to Sumner twice a week, on average seeing 199 people each time we go out. So, I did an estimate of how many we would see in 2 years. From Jan to June we fed 6764 people, i use a clicker to add totals, and our numbers were going up from the beginning of the school year. I might have got that too high, but it is an estimate of what I believe we will see in a 2 year span. I tried to call, so I hope this makes sense. I tried to think over 2 years, and I have found that since we started, each year our numbers grow. Kids tell their friends, and families tell families. M2M helps anyone that comes to see us, 98% are youth and then about 2% are adults. If I added this all right our number of youth that we would see if our numbers stay the same in 2 years would be 23,696. I hope that explains my way of thinking.

Thank you
Joann Wittler
Mother 2 Many

On Tue, Aug 2, 2022 at 8:26 AM Ryan Windish <ryanw@sumnerwa.gov> wrote:

Joann,

Thank you for submitting an application for the Community Partnership Fund from the City of Sumner. I had a question: Can you share with me how you arrived at an estimate of serving 29,000 in the City of Sumner? The 2020 Census population for the City was 10,246 with a total of 1,722 persons between the ages of 5-19 years old.

Sincerely,

Ryan

Ryan Windish, AICP | Community Development Director

City of Sumner

ryanw@sumnerwa.gov

253.299.5524

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed 2023-2024 Community Partner Budget Request
Date: Friday, July 29, 2022 12:59:28 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey 2023-2024 Community Partner Budget Request with the responses below.

Organization Name

Sumner Community Food Bank

Primary Contact

Katie Garling

Contact's Phone

2538632996 x102

Contact's Email

communications@sumnerfoodbank.org

Organization Website

<https://www.sumnerfoodbank.org/>

We are ...

a registered 501(c)3 Non-Profit

Amount requested

80000

Would you accept a lesser amount?

Yes

My organization has a business license to conduct business within the City of Sumner.

Yes

Amount Received from the City of Sumner in 2021-2022

105000

Why would this funding be a good investment for the people of Sumner?

The rise of food insecurity in our community is well documented: - The Sumner Community Food Bank has experienced a 600% increase in food bank clients since June 2021, going from about 12 families a day to over 60. - According to the WAFOOD studies done by University of Washington & Washington State University, food insecurity has tripled in our state during the pandemic, going from 10% to 27% in less than 2 years. - Diet quality is also at risk: 43% of respondents from these studies said their diet has worsened during the pandemic, putting families at risk of nutrition-related diseases. To help meet this surging demand for the food bank's services, \$30,000/yr of the investment will be used to hire a Logistics Manager. With the additional staff position, the people of Sumner will benefit through more efficient operations and improved oversight of daily operations of the food bank. This translates into higher quality of service to the clients, local agencies, outreach programs, and partnered organizations in Sumner. The additional \$10,000/yr will meet the increasing food insecurity in Sumner by supporting our marketplace and warehouse operations, which will allow us to provide nutritious food for our neighbors in need.

What will you accomplish with their support?

The additional staff position will help spread the load of duties and increase operation efficiencies. The food bank currently has 5 paid staff positions and a base of approximately 75-100 volunteers. With the exponential surge in demand, staff members are putting in more work hours to the point of exhaustion. The new position will be to assist in daily operations which include oversight of volunteers, vehicles, and drivers.

Number of people in Sumner you estimate you serve?

1200

Describe who in Sumner benefits from your program/effort

Funding for the Sumner Community Food Bank, and in particular the new Logistics Manager position, will benefit these groups in our community directly: clients, volunteers, the business community, and our partner organizations. - Our clients benefit by receiving supplemental food, which allows them to focus on succeeding without worrying how they will feed their families. Our food bank also connects clients with other resources they may need besides food. The Logistics Manager will create a more streamlined experience for our clients when shopping in our marketplace. - Our volunteers benefit by engaging in community, which brings a sense of community and purpose. They also benefit from meeting new people and enjoying the social aspect of volunteering at the food bank. The Logistics Manager will

coordinate volunteers in the market and warehouse and oversee volunteer operations. - The business community in Sumner also benefit from our food bank. When families in Sumner have the food they need, they have additional money to meet other basic needs, increasing the amount they can spend in local stores. Warehouses and logistics companies in Sumner also benefit as they can donate surplus or rejected food, increasing their efficiency. The Logistics Manager will coordinate with businesses donating food, streamlining the process. - Our partner organizations benefit directly as we supply food for other local food banks, schools, & outreach programs, which serve the people of Sumner directly. The Logistics Manager will coordinate & distribute donated food to these partners.

Confirmed Funding?

Yes

Confirmed Funding Source?

For Food Bank Program Operations: - Direct Contributions - 62,096.30 - Grants - 62,354.05 - Government Feeds for Service - 6,013.71 - Event Income - 31,496.72

Confirmed Funding Amount?

161960.78

Anticipated Funding?

Yes

Anticipated Funding Source?

For Food Bank Program Operations (budgeted): - Direct Contributions - 200,000 total - Grants - 230,000 total - Government Feeds for Service - 5000 total - Event Income - 30,000 total For granular list of 16 grants currently submitted, please contact communications@sumnerfoodbank.org.

Anticipated Funding Amount?

465000

From: [Sumner Connects](#)
To: [Ryan Windish](#)
Subject: Anonymous User completed 2023-2024 Community Partner Budget Request
Date: Thursday, July 28, 2022 11:40:24 PM

*****EXTERNAL EMAIL*****

Anonymous User just submitted the survey 2023-2024 Community Partner Budget Request with the responses below.

Organization Name

Sumner-Bonney Lake Family Resource Center (a collaborative project of Sumner-Bonney Lake School District, City of Sumner, City of Bonney Lake and Tacoma-Pierce County Health Department)

Primary Contact

Marilee Hill-Anderson

Contact's Phone

Work: 253-891-6000, ext. 6032

Contact's Email

Marilee_hill-anderson@sumnersd.org

Organization Website

<https://www.sumnersd.org/familycenter>

We are ...

Other (please specify) - Sumner-Bonney Lake Family Resource Center is a collaborative program financially supported by four non-profit governmental (public vs. private) entities: Sumner-Bonney Lake School District; City of Sumner; City of Bonney Lake; and Tacoma-Pierce County Health Department. Additional program support is contributed from over 30 additional smaller community organizations.

Amount requested

70000

Would you accept a lesser amount?

Yes

My organization has a business license to conduct business within the City of Sumner.

No

Amount Received from the City of Sumner in 2021-2022

70000

Why would this funding be a good investment for the people of Sumner?

Continued financial support for the Sumner-Bonney Lake Family Resource Center's work, including partial coverage of the FRC Coordinator's position, is a wise investment for the people of Sumner. The City's vision is well aligned with the Center's general mission: to build safe, stable and nurturing relationships, as well as environments, for children and youth. Those relationships are fostered at home, at school and in the community. While families with children are the priority of the Center's work, EVERYONE in the community benefits when their families are strong and able to provide care for every one of their members. Sumner's community character is only enhanced when the priority of 'healthy youth development' is at the forefront of the City's agenda. Many things have changed in our community over the last 27 years since the Center's initial multiagency partnership was established, yet one thing remains the same - the unwavering commitment of the people of Sumner to support their community's children and youth . The City of Sumner, with the Sumner School District and City of Bonney Lake, established the Family Center (now called the Family Resource Center) in 1995. The three partners articulated their commitment to the project within an initial memorandum of understanding, as well as a revised agreement in 2007. The rationale behind this multi-agency partnership underscores why the Center remains a wise investment of City resources to this day and reads as follows: "BECAUSE there is a need for additional social and health services for children and their families in the geographic area encompassed by the Sumner School District and the City of Sumner; and BECAUSE the Sumner School District and City of Sumner desire to provide the citizens of their respective communities enhanced opportunities for access to services addressing the prevention of risk and neglect to children, and services enhancing their readiness to learn in school; and BECAUSE each party by itself does not have sufficient resources to provide such enhanced opportunities; and BECAUSE it is in the public interest that the parties cooperate to provide resources to provide efficient, cost-effective human services that empower families to meet the needs of their children, and mobilize untapped community resources; and BECAUSE each of the entities is a public agency... ..the City of Sumner agrees to continue the joint funding of the Sumner Family Center Coordinator/Community Organizer." The City of Sumner's financial contribution has broadened in scope and amount since 2007, but the tenets upon which the financial support has been contributed are timeless. Our current agreement, implemented in 2020, includes a provision that the Center offer classes at its facility. Despite the challenges that the COVID-19 pandemic brought upon our Center's operations, we have kept true to that promise. A portion of the City's contribution now goes to provide program support that reaches hundreds of children and adults within Sumner as well as the District at large. Additionally, the City's

investment in the Center, on behalf of its residents, helped leverage additional financial support from other governmental agencies: + the Tacoma-Pierce County Health Department tripled their contribution from \$10,000 in 2015 to \$30,000 in 2022; + the City of Sumner's contribution, by the City Council's request, was raised from \$28,960 in 2007 to \$30,000 in 2017; and to \$35,000 for the 2021-22 biennium, to account for inflation; + The City of Bonney Lake doubled their annual investment, in 2012, from \$6000 to \$12,000; + and the Sumner-Bonney Lake School District raised their funding of the Coordinator's position from \$5000 in 2007 to a projected \$20,000 in 2024 (a four-fold increase.) The remainder of this proposal will outline additional financial commitments, the principles of family support services upon which the Center's work is based, as well as specific Center areas of work. Please note: The amount requested, \$70,000, covers TWO years of program support at the Sumner-Bonney Lake Family Resource Center and does not include a request for increased funding. Financial support provided by Sumner-Bonney Lake School District, City of Bonney Lake and Tacoma-Pierce County Health Department covers both staffing costs, administrative oversight of the Center, office and program budgets, in addition to the in-kind value of space, waived administrative fees, and other utilities provided by the School District. This financial partnership is an effective use of public resources. Please see questions #15 through #20 for additional financial details.

What will you accomplish with their support?

With financial support from the City of Sumner, the Family Resource Center will continue to provide a variety of tangible support and assistance to individuals via in person or electronic communication, individually, in groups or classes and at events serving the community at large. A description of the Center's work and data from 2021 is listed, below, with specific examples. We plan to build upon this work during the next biennium through the City of Sumner's financial support. Our projections for the numbers of individuals the Center will serve in 2023 and 2024 will increase the numbers served by 10 to 25% in most categories, due to program expansion and the relaxation of COVID-19 generated restrictions at our location in 2021. OVERVIEW: The National Family Support Network of America has developed *five research-based principles* to guide the work of family resource centers around the USA. These principle are: - Building Parental Resilience - Social Connections - Concrete Supports in Time of Need - Knowledge of Parenting and Child Development - Building the Social and Emotional Capacity of Children The Sumner-Bonney Lake Family Resource Center is one of nine centers in Pierce County that has adopted this model and therefore, receives technical assistance and funding from Tacoma-Pierce County Health Department (TPCHD). Financial support from TPCHD additionally requires that our District and Center staff offer services that strengthen and empower families in two strategic areas: Strategy #1 - Systems Navigation Support: Staff training and support to help families learn how to access services and navigate systems on their own. These systems include but are not limited to DSHS Washington Connections, TPCHD, Pierce County Human Services, City and County, education, employment, housing, health, immigration, emergency response systems, state and federal social services, behavioral health and healing centered practices and services. This support should include at a minimum: • Information about the rights and responsibilities of families within systems • The purpose of systems, or what function they serve for families, referral process • When and how systems should be utilized. OF NOTE: Facilitating a SNAP application for just one family per month, through community based outreach activities, has the potential to generate a significant amount of help not only for families, but a cash benefit to Sumner businesses, as well. The average family receiving SNAP benefits is approved for a

\$404 benefit per month. If twelve new families in a year (one per month) submit applications through support from our Center, that equates to \$58,176 of additional purchasing power for basic food items! The role of systems navigation is a powerful asset for any community!

Strategy #2 - Family Management: Staff training and support to help families build and maintain positive, healthy relationships within their family and with their communities. Examples of programs and services that could be covered under this strategy include but are not limited to the following best practice (evaluated) approaches: • Positive Parenting Program (Triple P) • Incredible Years (I.Y) • Promoting First Relationships (P.F.R.) • Relatives Raising Children Support Groups Both strategies will focus on the systems and topics identified by families to be most impactful. Using these two overarching strategies, work around the ‘Five Principles’ model will include: #1 - **BUILDING PARENTAL RESILIENCE:** It is common for Family Resource Center staff to assist parents and guardians when they are experiencing a crisis or high degree of stress. Financial worries and fears are common with families we serve: more than one in three families with children attending schools in Sumner qualify for ‘Supplemental Nutrition Assistance Program’ (state/federal) food benefits. Additionally, TPCHD Health Equity maps* for the 98390 zip code areas reflect local health issues which often are highly correlated with financial distress, higher unemployment rates and lack of post-secondary education in a trade or college course of study. Human service interventions have the opportunity to have a positive effect in changing health conditions by reducing family stress. (See <https://www.tpchd.org/healthy-people/health-equity/health-equity-maps> - reviewed on July 27, 2022.) 141 individuals living in Sumner contacted the Center during 2021 and received personalized support. Our Center Coordinator, McKinney-Vento Coordinator and the Center Director worked with each person who called, emailed or walked into the Center to help them find resources and develop a plan to meet stated needs. Parenting and family support classes (see below) through course curricula, will also help parents build skills leading to resilience in coping with stress and unforeseen circumstances Lastly, what sets the Sumner-Bonney Lake Family Resource Center apart from other local non-profits is that our staff have also been trained in how to support individuals who have experienced deep trauma or are in the midst of an unplanned crisis. ‘Center for Strong Families’ program staff, funded by Pierce County, United Way, the Kaiser Family Foundation and Sound Outreach, are available to offer free financial and employment coaching by appointment, to help our local adults create a plan to build financial assets, pursue further education and/or obtain higher paying employment. Our staff members, and our available programs, have prompted local non-profits (i.e., Sumner Community Food Bank and Exodus Housing) to request that Center staff come to their locations for individual consultations with their clients, as well. #2 - **SOCIAL CONNECTIONS:** In most communities, the recent pandemic has led to a sense of isolation and distance between - and sometimes within - families. Individuals are always welcome to come to the Center and talk to a staff member, either by appointment or on a walk-in basis during open hours. The Center will also expand upon current opportunities to bring parents and guardians together by: - Classes/Groups: Providing groups and classes, such as Triple P, Sewing Skill groups and ‘English as a Second Language’ (ESL) courses, during 2023 and 2024. We anticipate two ‘Triple P’ classes will serve between 10 to 16 parents; ESL classes will enroll 5-10 students; and the Sewing group (supported by the Clothing and Textile Advisors of Washington volunteers) will serve 5 to 10 participants. (See additional parenting class information, below.) - Bi-lingual and bi-cultural support: The Sumner-Bonney Lake Family Resource Center is staffed by two bi-lingual, English/Spanish speaking social workers who are key contacts for families in the local Hispanic community. Additionally, the District has funded staff time to do outreach with families who's first language is Russian or Ukrainian and who recently immigrated to the United States due to war in their homeland. Within the 2021-22 school year, referrals to the District’s ‘English Language Learning’ (EL) program

have increased sharply. Ukrainian speaking students (25) now attend 10 of 16 school locations within Sumner and Bonney Lake. The District expects to see this trend continue into the 2022-23 school year. - Collaboration: Staff will continue to be active in the Sumner-Bonney Lake Communities For Families Coalition (CFF) to learn more about community events and celebrations, in order to pass along this information to clients. (Two staff will attend at least 9 of 11 meetings in 2023 and 2024.) - Outreach: Center staff have worked twice per month at the area's two largest food banks (Sumner Community Food Bank and the Bonney Lake 'Market.') Within a three-hour period, the average number of conversations about SNAP and other community resources occurred 25 times (or 50 points of outreach per month at each location.) Estimated number of Food Bank clients reached annually, at each site, is 600. - Newsletter: A new Family Resource Center newsletter will be developed by January 2023 and sent, via email, to parents and others who provide their email addresses to us. The newsletter will highlight opportunities for parents to attend Center offerings and events in Sumner. - Volunteer Opportunities: Throughout the year, Center staff help coordinate large-scale community based service events. We will build our volunteer core to 10 parents/adults to assist us with Back to School, BIG GIVE, Sumner Toys for Tots, and our hygiene / household cleaning products. Volunteering is yet another strategy to bring people with common interests together. #3 - CONCRETE SUPPORT IN TIMES OF NEED: The Sumner-Bonney Lake Family Resource Center will continue to offer information, referrals, and assistance in applying for financial assistance (income supports). Additionally, we will utilize or seek emergency financial assistance for families with children under 18 who live within SBLSD boundaries, especially when homelessness or lack of utilities would jeopardize their safety. Examples of work this year, which we expect to increase during 2023, include: A strategy to address this principle - a requirement of all family resource centers - is to *Help with Resource/System Navigation*. In 2021, despite operating with limited hours due to COVID-19 site closures, Center staff assisted over 300 residents seeking help with basic needs. Of the 141 Sumner residents who contacted the Center: o 61 parents received diapers (1860) and wipes for infant care through the Center's partnership with 'Help Me Grow' - diaper bank network of Pierce County, in addition to locally donated supplies. o 75 parents/adults received bags of personal hygiene and cleaning supplies, as well as packets about community resources. o 15 people received rental assistance referrals or emergency financial support. o Six families were sheltered at the Sumner Motor Inn for up to three months through Washington State Department of Commerce 'Homeless Student Stability Program' grant funding, made available by Tacoma Community House's REACH Center/ACT Program and a partnership with SBLSD. The same grant offered support to a Sumner family who tragically lost their son in early 2022: grant funding paid two month's of the family's rent after the teen's death. Another Sumner family, fleeing domestic violence out-of-state, was able to have their belongings shipped up the west coast so a mom and her teens could resettle in a confidential and safe Sumner location. Over \$48,000 of outside support was available to help seven families, all who landed in Sumner, to provide educational stability for their children and a safe environment for all family members. o 29 individuals received energy assistance through help provided to complete applications to Puget Sound Energy and/or emergency cash assistance through local donations. o 127 children received gifts to celebrate winter holidays; their families received a holiday dinner and additional items for their homes. o App. 250 families in Sumner received Thanksgiving dinners through the BIG GIVE program (of 1000 served.) o 91 children and youth experiencing homelessness within the City of Sumner received support from the McKinney-Vento Homeless Education Coordinator who is based at the Center's Sumner location. (This includes the 13 youth from the six families already mentioned.) Help offered included authorizing students for federally mandated support (free school meals, additional transportation and tutoring) in addition to goods and services from the

Center as previously stated. Backpacks, school supplies, shoes, clothing, help with fuel costs, hygiene items and more were provided. Special emphasis was placed on ensuring these children were safe and that their families, if needed, had access to shelter, including emergency placements at the Sumner Motor Inn. o Assisting students in need: The 91 students who qualified as 'homeless' are 8.9% of the 1106 SBLSD students who also qualified for free or reduced priced school (USDA) meals and attended schools within the city limits of Sumner (Daffodil Valley, Maple Lawn, Early Learning Center, Sumner Middle School, Sumner High School and Elhi Hill High School Program.) In addition to 'system navigation', Center staff coordinate or serve on coordination teams for the following events: + BACK to SCHOOL: The Center will seek outside funding to continue our highly successful 'Back to School' supply and resource distribution events in August 2023 and 2024. (Funds are in place to cover most of the expenses for 2023.) Since moving to a 'grab and go' outdoor drive through model, the number of students served has risen from 425 in 2019 to over 1600 in 2021. Students receive a free backpack, school supplies for use at home or at school, food, community resource packets, and outreach materials from the Pierce County Library, among others. We are currently preparing for four events on August 16, 19, 23 and 25, 2022, with distribution of supplies scheduled on 8/16 at Daffodil Valley and August 25th on the campus of Sumner Middle School. Over \$20,000 of local community donations have supported the work each year, including support from Sumner Rotary Club, Pierce County Youth Violence Prevention funds, the Greater Tacoma Community Foundation, SBLSD, the City of Sumner, Sumner-Bonney Lake Education Foundation, Liberty Roads Foundation, World Vision, Bonney Lake WalMart, and others. We anticipate over 750 students and their families, within the City of Sumner, will be part of the 1600 to 1800 students who benefit from these events each year. NOTE - On August 25th, we will also have our Center open so families needing additional assistance can meet with Center staff. We will promote the new Center for Strong Families program, SNAP benefits and youth mental health support providers this year, through program staff and handouts. + BIG GIVE and SUMNER TOYS FOR TOTS: Each of these events are coordinated by other organizations (Open Life Church and Sumner PD, respectively.) However, our Center Coordinator works with each of our schools to help coordinate the referral process of students and families to benefit from these remarkable cooperative ventures. Center staff are on site as volunteers to assist staff from other organizations as well as other local community members called in to assist. Our Center team members will maintain their roles in each of these programs in 2023-24. #4 - KNOWLEDGE OF PARENTING AND CHILD DEVELOPMENT: (SEE also – notes in the SOCIAL CONNECTIONS narrative.) Our Family Resource Center Coordinator is a certified trainer for the Triple P (Positive Parenting Program) and PFR (Promoting First Relationships) programs. The Center staff will offer a minimum of two classes, using these programs, during both 2023 and 2024, if this proposal is funded. The Triple P program provides skills and strategies for parents to use with children covering areas including emotional regulation (for both parents and children); problem solving; and making healthy decisions. Information about child development is part of the curriculum: parents have an opportunity to review what types of behaviors can be typical of their children at different ages and stages, which often helps lessen tensions between adults and their children. We have been unable to offer these classes in person from March 2020 to April 2022, due to COVID-19 restrictions. These guidelines have been relaxed and we are now able to have parents and volunteers back in our school facilities. #5 - BUILDING THE SOCIAL AND EMOTIONAL CAPACITY OF CHILDREN: As cited above, Family Resource Center staff in Pierce County have had access to 'best practice' program facilitator training and able to work with parents on a variety of issues, as well as opportunities to promote healthy youth development. Helping families promote and maintain communication between members, reduce conflict, and use problems as opportunities to help children learn to

problem solve – as well as make healthy decisions – are all part of building a child’s social and emotional capacity. Center staff are trained in spotting early signs of child abuse and neglect, with the goal of working to get the right type of intervention and support involved if dynamics in the family signal that abusive language, behavior or not meeting a child’s basic needs is occurring. Similarly, Center staff are knowledgeable in how to help families access services through our local behavioral healthcare providers, in English and in Spanish, as needs arise. While we believe many of the strategies articulated in this proposal can help both parents and children become more resilient, there are times where additional and more intensive help is needed. Family Resource Centers serve as a locally based and safe space where families can turn to if they are seeking confidential support and guidance for a variety of issues.

Number of people in Sumner you estimate you serve?

3005

Describe who in Sumner benefits from your program/effort

Per the figure (3005) above: the basis for that number was to increase the number served in 2021 by 10 to 25% per program in 2023, as more families access our services in this post-pandemic environment. We anticipate similar growth for 2024, but will summarize 2023 numbers per the amount listed in question 13. These numbers are based on solely the individuals we serve that most likely live within the City of Sumner (between 42-50% of total clients served in specific programs throughout the SBLSD.) A breakdown is as follows: Email/call in/walk in/virtual meeting contacts with clients: We anticipate this will grow from 141 (in 2021) to over 200 in 2023. McKinney-Vento (Homeless Education) eligible students in schools located within Sumner: from 91 (in 2021) to 100 (in 2023.) Note: These are children and teens, ages 5 to 18, attending the Early Learning Center, Daffodil Valley and Maple Lawn Elementary Schools; Sumner Middle School; Sumner High School; and Elhi Hill High School Program. Parents/Guardians of McKinney-Vento eligible students: 60 (in 2021) to 75 (in 2023.) Description: These are parents of students attending schools in the City of Sumner. Back to School: 750 (in 2021) to 800 (in 2023) - these are students of families with students attending schools in the City of Sumner. They also have picked up school supplies at one of two 'back to school' events in Sumner (at Daffodil Valley Elementary or the Family Resource Center.) Sumner Toys for Tots: 127 (in 2021) to 150 (in 2023) Note: These are students from families referred to the program from schools in Sumner. There may be some students from Donald Eismann Elementary School in this count, but likewise - students from Crestwood Elementary may be picked up by the Bonney Lake Toys for Tots program. BIG GIVE (Thanksgiving Meals for families) 250 (1000 people fed in 2021) to 260 (1040 people fed in 2023) Note: These are families living in the 98390 zip code area. Outreach – on site at Sumner Community Food Bank: 600 (in 2021) – will remain roughly the same in 2023 (Food Banks often operate within set hours and on an appointment basis.) Note: These are individuals (adults, sometimes with children) who access food bank services at this location. Similarly - we will be serving clients of the Bonney Lake Food Bank, at which there will be some Sumner residents accessing services at this location. Numbers expressed here are solely for outreach work done in Sumner. Parenting & EL Classes + Sewing Group: 40 13 in 2021 to 40 in 2023, with more growth anticipated in 2024. Note: these are again the numbers of individuals who list Sumner 98390 as their residential location.

Confirmed Funding?

Yes

Confirmed Funding Source?

Confirmed funding sources for SBLSD employees, program and utility expenses for the TWO year biennium (2023 and 2024) are: \$16,509 - SBLSD - 2023, partial FRC Coordinator Sal/Ben Costs \$18,039 - SBLSD - 2024, partial FRC Coordinator Sal/Ben Costs \$32,971 - SBLSD - 2023 / .2 FTE FRC Director Sal/Ben Costs \$12,000 - City of Bonney Lake* - 2023, partial FRC Sal/Ben Costs \$12,000 - City of Bonney Lake* - 2024, partial FRC Sal/Ben Costs \$30,000 - TPCHD - 2023, partial FRC Sal/Ben Costs \$6920 - SBLSD - 2023/ FRC General Office Budget \$23, 591 - SBLSD Held - 2023/FRC Donation Acct. /program budgets \$5000 - SBLSD - 2023 FRC Location/Utilities * Confirmed by John Vodopich, Bonney Lake City Administrator. City Council members know this funding is included in their 2023-24 budget. Note #1: FINANCIAL and INKIND SUPPORT - NOT INCLUDED IN Confirmed Funding AMOUNT / Support for FRC / Confirmed by Partners: \$22,500 - Rental Cost/2023/Portables 705-706-707 @SMS (inkind) \$22,500 - Rental Cost/2024/Portables 705-706-707 @ SMS (inkind) \$10,800 - SBLSD Waived Admin. Fee/2023/ External funding sources \$10,800 - SBLSD Waived Admin. Fee/2024/External funding sources \$150,000 - Grant funding, held by Sound Outreach, for two 'Center for Strong Families Program staff (Employment and Financial Coaches) + agency admin. fee. Source: Pierce County Federal Funding Note #2: Also not listed - .5 FTE Sal/Ben costs for McKinney-Vento Homeless Education Coordinator stationed at the Family Center. We anticipate this position will also be continued.

Confirmed Funding Amount?

157030

Anticipated Funding?

Yes

Anticipated Funding Source?

\$35,000 - City of Sumner - 2023, Program Support \$35,000 - City of Sumner - 2024, Program Support \$30,000 - TPCHD - 2024, Program Support (Partial Coord. Sal/Ben) \$33,960 - SBLSD -2024, .2 FTE FRC Director \$6920 - SBLSD - FRC Office Budget \$8000 - SBLSD Held Donation Budget for FRC Note #1: FRC Agency Partners (Sound Outreach and Puget Sound Educational Service District) plan on reapplying to Pierce County for continued funding of their staff positions at the Center. Note #2: Also not listed - .5 FTE Sal/Ben costs for McKinney-Vento Homeless Education Coordinator stationed at the Family Center. We anticipate this position will be continued, but a decision has not been made for the 2024 SBLSD fiscal year. Thank you for considering our request for continued funding!

Anticipated Funding Amount?

148880

Ryan Windish

From: Sumner Connects <notifications@engagementhq.com>
Sent: Thursday, August 4, 2022 1:38 PM
To: Ryan Windish
Subject: Anonymous User completed 2023-2024 Community Partner Budget Request

EXTERNAL EMAIL

Anonymous User just submitted the survey 2023-2024 Community Partner Budget Request with the responses below.

Organization Name

Sumner Main Street Association

Primary Contact

Nicole Wilsey

Contact's Phone

2533354369

Contact's Email

sparrowandnightingales@hotmail.com

Organization Website

www.sumnermainstreet.com

We are ...

a registered 501(c)3 Non-Profit

Amount requested

50000

Would you accept a lesser amount?

Yes

**My organization has a business license to conduct business within the
City of Sumner.**

Yes

Amount Received from the City of Sumner in 2021-2022

50000

Why would this funding be a good investment for the people of Sumner?

The Sumner Main Street Association (SMSA) provides support and services to ensure the economic vitality of downtown Sumner. This includes working with building owners for improvements to buildings and properties downtown, executing events that attract visitors from throughout the region, and engaging local businesses, supporters and volunteers to keep the downtown relevant and viable. The downtown makes Sumner a tourist destination, bringing funds from throughout the region to our city and supporting small businesses in our community.

What will you accomplish with their support?

The SMSA will use funds for its programs to create a vibrant business community. Such programs include, but are not limited to: The Facade Improvements Program - a competitive grant providing matching funds for building improvements (beautification, historic design elements); Events - organizing, marketing and executing events bringing local and regional tourism; Volunteer Outreach Program - growing our volunteer base to assist with programs, committees and events; Business Attraction & Retention - attracting and retaining businesses, helping new businesses (such as pop-ups and food trucks) test the market for future expansion; as well as providing support services for new businesses (such as permitting and resource assistance); Marketing & Promotions - maintaining a robust website, social media and other platforms to market downtown businesses regionally.

Number of people in Sumner you estimate you serve?

10000

Describe who in Sumner benefits from your program/effort

Businesses as well as residents benefit from having a healthy, thriving downtown. Small businesses are the backbone of our downtown and their success has a ripple effect throughout the community. While residents benefit from having a robust offering of products and services, increased livability, as well as pride in one's city. Further, the downtown attracts development and investment in the Sumner community.

Confirmed Funding?

Yes

Confirmed Funding Source?

2022: B&O Tax through Main Street Program - \$36,200 collected to-date Membership dues - \$6,100 collected to-date Event Sponsorships (which go toward event expenditures): \$16,000

Confirmed Funding Amount?

58300

Anticipated Funding?

Yes

Anticipated Funding Source?

B&O Tax pledges, not yet received

Anticipated Funding Amount?

24800

SUBJECT: 2023-24 Budget Process Overview

CATEGORY: Presentation

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. 2023-24 Budget Overview
-

STAFF CONTACT: Jason Wilson, City Administrator, Kassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND:

Staff will provide an overview of the 2023-24 budget process, including an overview of what is accomplished with the proposed budget. The five year financial forecast and council strategic reserve fund will be reviewed.

Staff will be asking for input regarding continuing the policy of dedicating funds for the council strategic reserve.

COUNCIL COMMITTEE/STUDY SESSION: MEETING/STUDY SESSION DATE: COMMITTEE RECOMMENDATION:
--

STAFF RECOMMENDATIONS/MOTION:

None

2023-24 BUDGET OVERVIEW

September 12, 2022

OUTSIDE OUR CONTROL

- ↻ Hyperinflation
- ↻ Labor Market
- ↻ Construction Costs
- ↻ Supply Chain Delays
- ↻ Property Tax limitations



BUDGET SO FAR

Council Retreat –
adopted updated
priorities, no service level
changes recommended

Budget Survey –
public generally
happy, requests for
more service.

Director Retreats –
concern of staff
burnout, retention;
discussed duties
falling behind, not
being done.

This proposed budget
balances, but staff &
mayor made tough
choices.

COUNCIL STRATEGIC PRIORITIES



2023-24 Council Strategic Priorities

Community Character	Effective Transportation	Protection of Natural Resources	Public Safety	Excellent Government
• Investment in Parks & Open Space • Balance the past with the future needs and desires of a changing community • Vibrant events that celebrate arts, heritage & culture • Policies and practices that support business growth • Maintain welcoming small town charm • Long range planning that effectively manages growth	• Investment in existing infrastructure to create capacity and efficiencies • Focused on alternative transportation methods (bike, walking, transit etc.) • Equitable distribution of infrastructure investments across all neighborhoods • Preservation of existing assets • Regionally aligned to mitigate "cut through" traffic • Leverage technology to create efficiencies	• Protection and enhancement of Rivers, streams & fish habitat • Clean & safe drinking water • Effective stormwater management • Environmentally conscience capital investments • High quality wastewater management	• Responsive & proactive policing • Progressive, collaborative, & systemic social service solutions • Emergency preparedness • Partnership with community to address criminal activity • Traffic Engineering, Education, & Enforcement	• Equitable distribution of resources • Recruitment & retention of quality, diverse staff • Focused on long range financial stability • Fiscally balanced mix of desired services • Transparency in policy and actions • Responsive to and engaged with the community • Leverage partnerships for enhanced services

BUDGET SO FAR

Council Retreat –
updated priorities, no
service level changes
recommended

Budget Survey – public
generally happy,
requests for more
service.

Director Retreats –
concern of staff burnout,
retention; discussed
duties falling behind, not
being done.

This proposed budget
balances, but staff &
mayor made tough
choices.

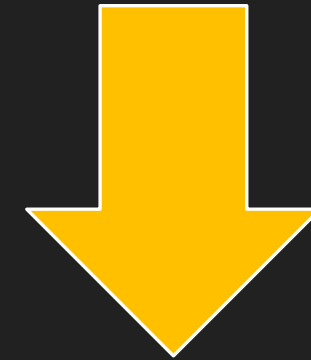
WHAT'S NOT BEING DONE



- Compliance with safety program and updates
- Emergency Management
- Manage the City's utilities and utility CIP's
- Pre-treatment inspections and sampling, engineering support, inspection of public and private projects.
- WWTF operations and routine maintenance
- Routine maintenance of the City's water, sewer, storm, streets, and signals.
- Work order documentation/management
- Grant reimbursements, special utility billing, grant writing, construction documentation, progress billing, bidding, consultant solicitation
- Proper back-up for front counter, utility payments, AP
- Commercial Vehicle Enforcement
- Code Enforcement Officer / Community Standards Officer
- Building plan review
- Parks/Cemetery understaffed
- Long-range planning

WHAT'S NOT BEING DONE

- Compliance with safety program and updates
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- Code Enforcement Officer / Community Standards Officer
- Building plan review
- Parks/Cemetery understaffed
- Long-range planning



All items directly impact Council's Strategic Priorities, which means missed opportunities to fulfill your priorities.

DIRECTOR RETREAT



- Identified our challenges and then worked to creatively recommend staffing or alternate solutions
- 15 positions requested, 5 moved forward
 - Assistant Engineer
 - Emergency Management/Safety Coordinator
 - Code Enforcement Officer
 - Engineering Technician
 - Commercial Vehicle Enforcement Officer (Partnership with Fife, but didn't materialize)

EXECUTIVE PROCESS

- Departments submitted their proposed budgets, highlighting efficiencies, programmatic changes and 23-24 goals including what Council Strategic Priorities they accomplish.
- All requests evaluated for merit and cost against Council Strategic Priorities.
- Majority of budget is non-discretionary without labor/service level changes.
- Asks greatly exceeded anticipated revenues.

Net Result = Balanced Budget but with unmet needs



BUDGET SO FAR

Council Retreat –
updated priorities, no
service level changes
recommended

Budget Survey –
public generally
happy, requests for
more service.

Director Retreats –
concern of staff
burnout, retention;
discussed duties
falling behind, not
being done.

This proposed budget
balances, but staff & mayor
made tough choices.

WHAT'S IN THIS BUDGET



- Compliance with safety program and updates
- Emergency Management
- Manage the City's utilities and utility CIP's
- Pre-treatment inspections and sampling, engineering support, inspection of public and private projects.
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- Commercial Vehicle Enforcement
- Code Enforcement Officer / Community Standards Officer
- Building plan review
- Parks/Cemetery floater
- Long-range planning

FINANCIAL FORECAST

GENERAL FUND REVENUES

🌀 Sales Tax

- 🌀 Increasing the diversification lessens reliance on the top remitters
- 🌀 Largest General Fund revenue source, but most volatile

🌀 Property Tax

- 🌀 Limited by 1% increase; doesn't keep up with inflation
- 🌀 Assessed valuation of MIC and residential properties is roughly equal
- 🌀 Residents and special purpose districts benefit from the overall revenue stream

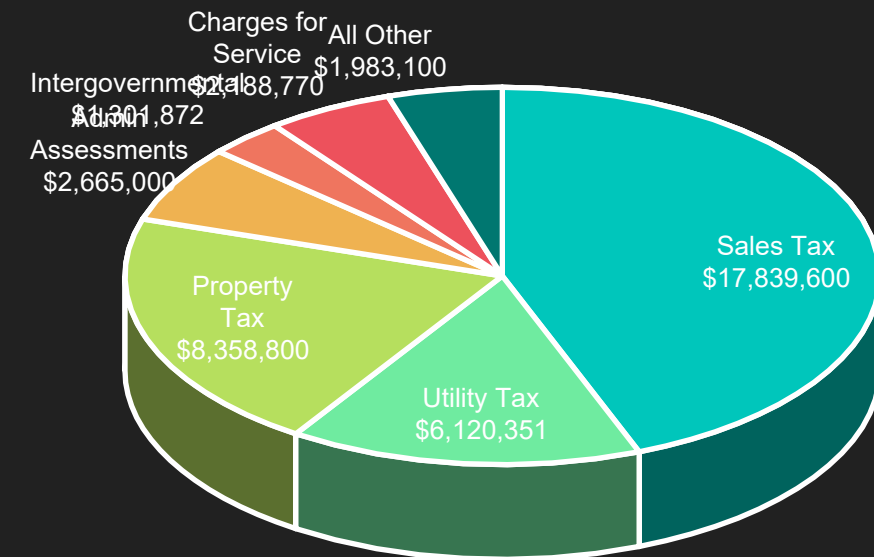
🌀 Charges for Service

- 🌀 Includes development related revenues
- 🌀 Dependent on development activity

🌀 Utility Taxes

- 🌀 Electric, gas, water, sewer, stormwater, telephone
- 🌀 Generally limited by statutory limits

General Fund Revenue



FINANCIAL FORECAST

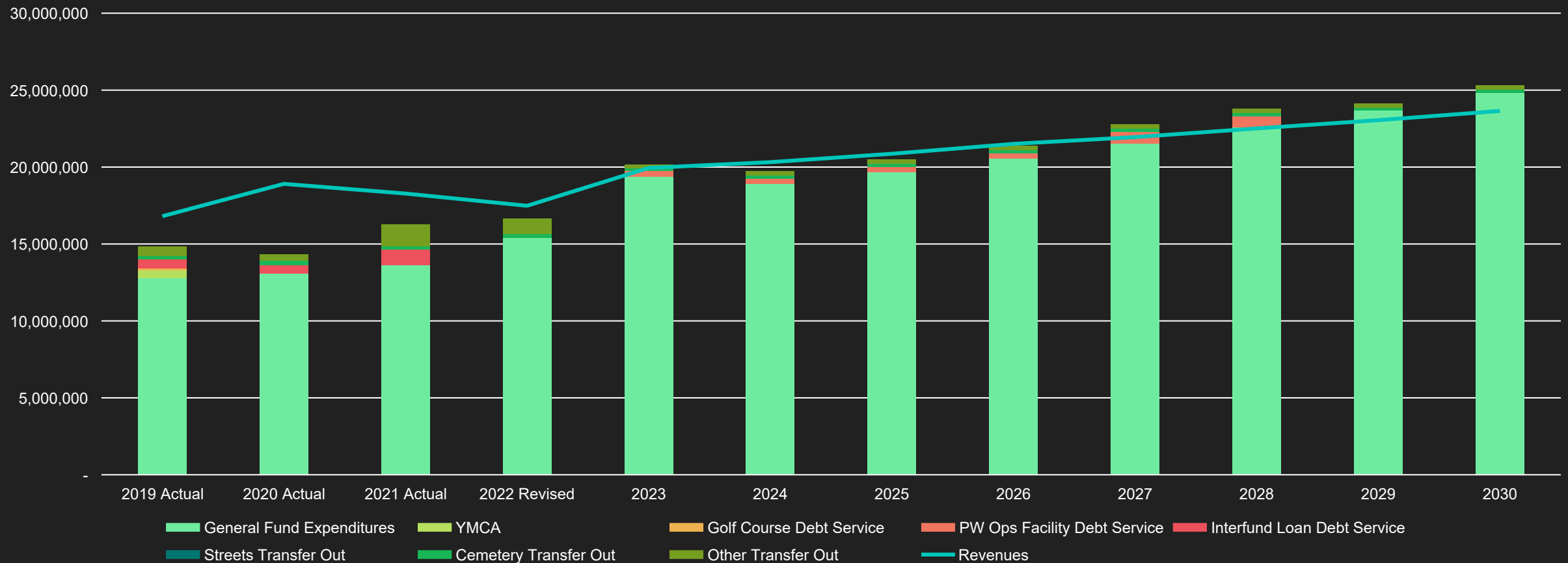


City of Sumner General Fund Summary

CITY OF SUMNER General Fund Forecast	Actual 2021	Revised 2022	Proposed		Forecast					
			2023	2024	2025	2026	2027	2028	2029	2030
Beginning Fund Balance	\$ 10,730,251	\$ 12,720,750	\$ 14,522,520	\$ 14,640,292	\$ 15,562,898	\$ 14,640,292	\$ 15,562,898	\$ 16,275,838	\$ 15,098,873	\$ 15,481,521
Revenue	18,278,767	17,042,702	19,943,985	20,318,638	20,863,883	21,507,449	21,946,915	22,511,368	23,047,270	23,647,330
Expenditures	16,288,268	15,240,932	19,826,213	19,396,032	20,150,943	21,048,869	22,028,292	23,061,991	24,153,260	25,311,325
Potential PW Operations Facility Debt Service	-	-	350,000	350,000	350,000	350,000	750,000	750,000	750,000	750,000
Excess (Deficiency)	1,990,499	1,801,770	(232,228)	572,606	362,940	108,581	(831,377)	(1,300,623)	(1,855,989)	(2,413,995)
Ending Fund Balance	12,720,750	14,522,520	14,290,292	15,212,898	15,925,838	14,748,873	14,731,521	14,975,215	13,242,883	13,067,526
Required Reserves (8% of Operating Expenses)	1,303,061	1,219,275	1,586,097	1,551,683	1,612,075	1,683,909	1,762,263	1,844,959	1,932,261	2,024,906
Property Tax Reserve - Council	404,381	754,381	1,104,381	1,454,381	1,804,381	2,154,381	2,504,381	2,854,381	3,204,381	3,554,381

FINANCIAL FORECAST

General Fund Financial Model



COUNCIL STRATEGIC RESERVE

COUNCIL STRATEGIC RESERVE

- Council approved in Fall 2017 to begin Tax Year 2018
- Re-authorized annually with the Ad Valorem Property Tax Levy Resolution
- Funds accrue until allocated through the budget or amendment process

Tax Year	Amount Authorized
2018	\$354,381
2019	\$350,000
2020	\$350,000
2021	<u>\$350,000</u>
12/31/2021	\$1,404,381
<i>2021 Allocated for Woonerf Project</i>	<i>(\$1,000,000)</i>
2022	<u>\$350,000</u>
12/31/2022	\$754,381

NEXT STEPS

WHAT TO EXPECT



- Presentations will not cover everything in the printed budget
- Review major goals and expenditures & how those fulfill Council Strategic Priorities
- Introduction of Key Performance Indicators
- Highlight ongoing costs vs. one-time asks
- Review equipment & capital costs
- Identify any personnel changes
- Overview of requests not funded in this budget, including items Council may want to consider

TIMELINE—SEPTEMBER

Study Session

- Community Projects Fund presentations
- Overall Budget philosophy/economic environment
- Revenues
- Financial Model
- General Fund Departments—Legislative, Executive, Administrative Services, Community/Human Services, Legal
- City Council Strategic Reserve

Tonight

Special Study Session

- Law Enforcement & Metro Animal Services
- Streets

Sept 19

Study Session

- Utility Rate Review
- Water Fund Operations
- Sewer Fund Operations
- Wastewater Treatment Fund Operations
- Stormwater Fund Operations
- Utility Capital

Sept. 26

TIMELINE—OCTOBER

Special Study Session

- General Fund Departments—Development Services & Community Development
- Parks
- Facilities

Oct. 3

Study Session

- 2023 Ad Valorem Property Tax Discussion
- Cemetery Funds

Oct. 10

Regular Meeting

- Public Hearing: 2023 Ad Valorem Property Taxes
- Ordinance: 2023 Utility Rates
- SPECIAL STUDY SESSION: Internal Service Funds—Fleet & Information Technology

Oct. 17

Study Session

- Miscellaneous Funds/Budgets
- Reserve Funds
- REET Fund
- Debt Service Funds
- Special Revenue Funds—Drug Seizure, Occupancy Tax & ARPA Funds
- Internal Service Fund
- Fiduciary Funds

Oct. 24

TIMELINE—NOVEMBER

Regular Council Meeting

- Resolution: 2023 Ad Valorem Property Taxes
- Public Hearing: 2023-2024 Biennial Budget

Nov 7

Special Study Session

- Budget Wrap Up – Final Questions/Discussion
- Revisit Council Strategic Reserve for suggestions

Nov. 7

Study Session

-

Nov. 14

Cancelled

- Happy Thanksgiving!

Nov. 21

TIMELINE—DECEMBER

Regular Council Meeting

- Public Hearing: 2023-2024 Biennial Budget
- Ordinance: 2023-2024 Biennial Budget

December 5

SUBJECT: Department Budget Presentations

CATEGORY: Presentation

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Departmental Budget Presentations

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND:

Tonight, staff will begin reviewing the Mayor's proposed 2023-24 budget. The following departments will be presenting: Legislative, Executive, Municipal Court, Finance, Human Resources, Risk Management, Diversity Equity and Inclusion, Senior Center, Non-Departmental, Legal and Community & Human Services.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Review the proposed budgets and provide input to the Mayor and Staff.



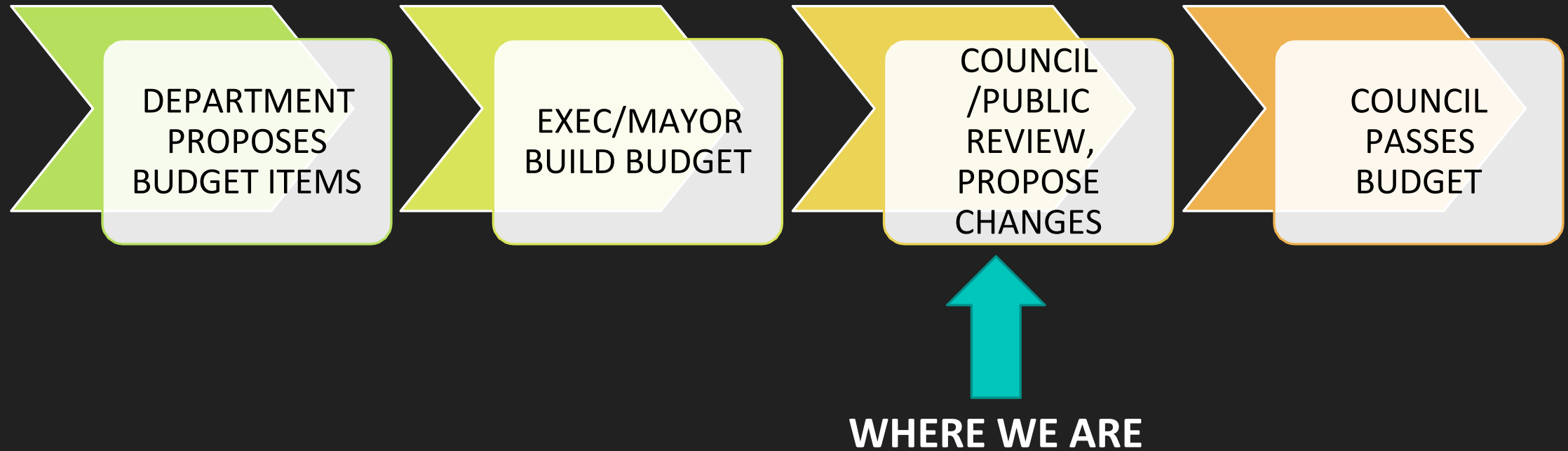
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Departmental Presentations General Fund

2023-2024 BIENNIAL BUDGET



PROCESS REMINDER





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Legislative

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

LEGISLATIVE



- The Council serves as the City's policy makers and generally set the direction of the City, leaving details to employees.
- Council also represents Sumner in regional committees for affordable housing, communications and regional growth.
- In '21-22, the Council adapted to the new norm of hybrid meetings.
- Council studied and realigned strategic priorities.
- Focused on recruiting/retaining employees, land acquisition for parks, affordable housing, White River restoration, adding body-worn cameras for police.
- Effective relationships with State and Federal legislative representatives to protect "home rule" rights and access to funds that support city strategic priorities.



'23-24 GOALS

LEGISLATIVE



- Continue to balance public demands with an unpredictable economy.
- Make difficult choices to fulfill strategic priorities with revenue challenges.
- Respond to increasing unfunded mandates and shift of local decisions to the State level.

LONG-TERM GOALS

LEGISLATIVE



- 🔗 Set the standard of excellence for a progressive small city.
- 🔗 Represent the best interests of the people of Sumner in a rapidly growing region.

COUNCIL PRIORITIES

LEGISLATIVE



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- COMMUNITY CHARACTER
- EFFECTIVE TRANSPORTATION
- PROTECTION OF NATURAL RESOURCES
- PUBLIC SAFETY
- EXCELLENT GOVERNMENT

PROGRAM OVERVIEW

LEGISLATIVE



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ONGOING	ONE-TIME
Jurassic Parliament Training (2024)- \$2,000	
AWC Conference Registrations (2/year) - \$1,600	
Lobbyist Fees (\$108k from Storm) - \$180,000	



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Executive

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

EXECUTIVE



- Provides general administrative oversight and support to other departments.
- Includes City Administrator, Administrative Services Director, Communications Division and new Emergency Manager/Safety position.
- Administers programs/policies established by the Council and informs council of issues, problems & future needs.
- In '21-22, continued pandemic response, administered ARPA program, launched Sumner Alert, added a communications coordinator and continued regional leadership with South Sound 911, library, school district and other partners.



'23-24 GOALS

EXECUTIVE



- Monitor & respond to national financial instability.
- Focus on ways to keep Sumner's character thru physical changes.
- Add Emergency Manager/Safety Coordinator position to ensure safety daily & in large emergency events.
- Continue adapting communications for two-way information and relevant feedback.
- Lead staff on exploration of what values mean in practice, especially with equity & diversity.
- Maintain relationships with Federal, State and other local government leaders that protect and enhance service levels.



LONG-TERM GOALS

EXECUTIVE



- 🌀 Balance increasing public demands with increasing State unfunded mandates.
- 🌀 Leverage partnerships to keep service levels high while controlling costs.

COUNCIL PRIORITIES

EXECUTIVE



- EXCELLENT GOVERNMENT: Equitable distribution of resources
- EXCELLENT GOVERNMENT: Fiscally balanced mix of desired services
- EXCELLENT GOVERNMENT: Transparency in policy and actions
- EXCELLENT GOVERNMENT: Respond to & engage with the community
- EXCELLENT GOVERNMENT: Leverage partnerships for enhanced services

Key Performance Indicators (KPIs)

EXECUTIVE



- Percentage of e-newsletters opened
- Fiscal management—health of fund balances
- Sumner Connects usage—informed, engaged, aware

PROGRAM OVERVIEW

EXECUTIVE



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ONGOING	ONE-TIME
Print Newsletter (8 issues) - \$35,500	
PCTV Video Production Services (New) - \$5,000	
RCC PEG Fee Match - \$28,800	

PERSONNEL CHANGES

EXECUTIVE



- Emergency Management and Safety Coordinator
 - Centralizes required safety program elements/training into administration
 - CDL testing requirements, APP management, workplace injuries
 - Establishes dedicated staff to address required emergency management responsibilities
 - Adds capacity to HR Manager, Deputy Police Chief, Shops Administrative Specialist, various operations managers.

DIFFICULT CHOICES

EXECUTIVE



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ITEM	ASKED	EXEC
Communications Summer Intern	\$ 30,500	\$ -



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Finance

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

FINANCE



- Finance tracks City funds including providing accurate financial data and analytical support for decisions, ensure integrity of the City's financial data and internal controls, prepare the biennial budget and annual financial report, coordinate the annual audit.
- Finance also bills, tracks and provides customer support for City utilities. In 2021, this included reaching, helping customers who had fallen behind during the State emergency orders/pandemic shut down.
- In 2022, implemented upgraded Munis online bill pay, serving as one of the first cities to use this system and giving Munis feedback to develop software for other cities.
- Continue to be recognized by the Government Finance Officer's Association for Distinguished Budget Presentation.



'23-24 GOALS

FINANCE



- Refine five and ten-year financial models to help Council, leadership choices.
- Help properly fund and track funding for projects including White River Restoration and Operations Facility.
- Finalize implementation of outstanding Munis modules (e.g. capital assets) and provide project closing report.
- Focus on employee cross training to add staffing depth to department
- Update the City's Indirect Cost Assessment Model



LONG-TERM GOALS

FINANCE



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- Respond to economic changes with timely and meaningful financial data.
- Focus on long-range employee development, succession planning.
- Partner with departments for efficient tracking of grants.

COUNCIL PRIORITIES

FINANCE



- EXCELLENT GOVERNMENT: equitable distribution of resources
- EXCELLENT GOVERNMENT: focus on long-range financial stability
- EXCELLENT GOVERNMENT: fiscally balanced mix of desired services

Key Performance Indicators (KPIs)

FINANCE



- Number of utility payment made online
- Number of accounts payable payments processed (checks & electronic)
- Utility Service Disconnections

PROGRAM OVERVIEW

FINANCE



ONGOING	ONE-TIME
State Auditor - \$103,000 (over the biennium)	Indirect Cost Assessment - \$15,000 in 2023



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Human Resources & Risk

2023-2024 BIENNIAL BUDGET

BUDGET HIGHLIGHTS

HUMAN RESOURCES & RISK



- Employees are the most expensive, most valuable City resource. HR recruits and selects employees; helps employees grow and develop; handles employee complaints and investigations; manages claims, liability, safety and programs; and monitors and implements new labor requirements.
- Sumner's Salary Study and Compensation Philosophy, completed in 2021, was done in-house and has been replicated by multiple regional cities.
- Implemented the Munis HRIS system
- Handled turnover with over 55 recruitments, 1,483 applications, 261 interviews.

'23-24 GOALS

HUMAN RESOURCES & RISK



- Implement position control and budgeting within Munis.
- Build a sustainable training and development program for all staff.
- Review and update the non-represented Salary Study.
- Evaluate succession planning needs and retirement trends and develop a business plan to maintain continuity of service levels.
- Negotiate all four of the City's labor contracts



LONG-TERM GOALS

HUMAN RESOURCES & RISK



- Respond to legal changes to labor law and implement as necessary.
- Evaluate organizational efficiency to recommend staffing changes, training
- Support & encourage a positive, inclusive culture for City employees.

COUNCIL PRIORITIES

HUMAN RESOURCES & RISK



- EXCELLENT GOVERNMENT: recruit & retain quality, diverse staff
- EXCELLENT GOVERNMENT: equitable distribution of resources
- EXCELLENT GOVERNMENT: focus on long-range financial stability
- EXCELLENT GOVERNMENT: transparency in policy and actions

Key Performance Indicators (KPIs)

HUMAN RESOURCES & RISK



- Increase diversity in recruiting
- Employee retention and job satisfaction
- Competitive salaries and benefits
- Reduction in workplace injuries and L&I claims

PROGRAM OVERVIEW

HUMAN RESOURCES & RISK



ONGOING	ONE-TIME
Recruitment and Hiring Services - \$20,000 • Testing subscription services • Advertising fees • Background fees	Labor Negotiations Support - \$30,000
City Wide Training Fees - \$6,000	
HR Conferences, Training and Travel - \$11,000	
Risk Services - \$50,000 • Drug & Alcohol Consortium • Annual Hearing Test Program • FMCSA Clearinghouse • Medical Exam fees	
Employee Wellness - \$7,000	



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Diversity, Equity and Inclusion

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

DIVERSITY, EQUITY & INCLUSION



- Setting the standard for a progressive small city also includes being a leader in diversity, equity & inclusion (DEI) for our staff and our community.
- The City hires with a “blind” selection process in which the staff selecting candidates for an interview sees no names or identifying information on the application while selecting.
- In 2020, the City formed a DEI Committee with members across departments and at various leadership levels within the city.
- In 2021, the City partnered with Degrees of Change for SEED internships that help connect college students with city work, whether they return to Sumner or another city.



'23-24 GOALS

DIVERSITY, EQUITY & INCLUSION



- Continue staff training and exploration of topics and ideas.
- Work with partners including Cultural Arts Commission and Sumner Main Street Association to celebrate broader range of cultures in events and arts.
- Keep building relationships with “Reach Audiences,” those who may not initially engage with the city but would if the city reached out.
- Work with other community stakeholders like the Sumner-Bonney Lake School District to help further other DEI related initiatives taking place in our community.



LONG-TERM GOALS

DIVERSITY, EQUITY & INCLUSION



- Create a diverse, equitable and inclusive organizational culture
- Continued training and professional development of staff
- Community Outreach
- Measuring and accountability

COUNCIL PRIORITIES

DIVERSITY, EQUITY & INCLUSION



- CHARACTER: vibrant events that celebrate arts, heritage & culture
- CHARACTER: maintain welcoming small town
- EXCELLENT GOVERNMENT: equitable distribution of resources
- EXCELLENT GOVERNMENT: recruit and retain quality, diverse staff

Key Performance Indicators (KPIs)

DIVERSITY, EQUITY & INCLUSION



- 🔄 Hours of employee Diversity, Equity and Inclusion training
- 🔄 Progress on Diversity, Equity and Inclusion Committee goals

PROGRAM OVERVIEW

DIVERSITY, EQUITY & INCLUSION



ONGOING	ONE-TIME
Facilitated DEI training for Staff and Council - \$60,000	



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Senior Services

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

SENIOR SERVICES



- City owns and maintains the Sumner Senior Center and contracts with Stafford Suites to operate the center daily.
- Through the pandemic, the Center offered hot meals for pick-up, check-in calls, and other efforts to keep seniors fed, engaged and connected despite loss of in-person options.
- Built in 1998, the Center itself has not had any significant updates since.

'23-24 GOALS

SENIOR SERVICES



- Fund some internal facility upgrades specifically focusing on making the front desk/check in area ADA accessible
- Repaint the exterior of the building to protect siding from damage
- Transition programs and services back to “in person” while finding way to adapt services based on efficiencies discovered during the pandemic.
- Continue existing partnerships with existing community resources



LONG-TERM GOALS

SENIOR SERVICES



- Continue to diversify and adapt what it means to serve senior populations for social, physical wellbeing as well as a continued connection to the broader community.

COUNCIL PRIORITIES

SENIOR SERVICES



- CHARACTER: maintain welcoming small-town charm
- CHARACTER: vibrant events that celebrate arts, heritage and culture
- CHARACTER: balance the past with future needs and desires of a changing community
- EXCELLENT GOVERNMENT: leverage partnerships for enhanced services

Key Performance Indicators (KPIs)

SENIOR SERVICES



- Number of meals served annually.
- Number of event, activities and services offered.

PROGRAM OVERVIEW

SENIOR SERVICES



ONGOING	ONE-TIME
Stafford Suites Management Agreement - \$514,500	Exterior Painting (Building Reserves) - \$40,000
Catholic Community Services Meal Program - Free	

OTHER CONSIDERATIONS

SENIOR SERVICES



➤ ADA compliant replacement of front “Check In” counter.

➤ Interior aesthetic improvements.



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Non-Departmental

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

NON-DEPARTMENTAL



- This fund accounts for limited City services/costs that extend across all departments including election expenses, memberships, medical benefits for retired LEOFF employees.
- Per best practices, we have greatly limited what this fund covers, transferring most items that used to be here to internal service funds.

'23-24 GOALS

NON-DEPARTMENTAL



- Very Continue to limit use of this fund, taking the time to portion out internal service funds appropriately.

LONG-TERM GOALS

NON-DEPARTMENTAL



- Continue to reduce use of this fund, especially as retired LEOFF employees no longer need medical benefits.

COUNCIL PRIORITIES

NON-DEPARTMENTAL



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 EXCELLENT GOVERNMENT: transparency in policy and actions

PROGRAM OVERVIEW

NON-DEPARTMENTAL



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ONGOING	ONE-TIME
Election Services - \$49,000	
Emergency Management - \$40,000	
Forestry Commission - \$30,000	
Association of Washington Cities - \$13,000	
Puget Sound Regional Council - \$9,000	



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Municipal Court

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

MUNICIPAL COURT



- Sumner contracts with the City of Bonney Lake to provide Court services. Sumner provides some staffing (Judge, Prosecutor and Public Defender).
- This Court serves those charged with misdemeanors, civil infractions or parking violations.
- During the pandemic, Court installed a “robot” interpreter via a mobile tablet, which offers wider services quicker with more privacy for the person using the service.
- In 2022, Court launched a Community Court, offering misdemeanor offenders a program of alcohol, drug and/or mental health treatment and giving participants the support of a case manager and wrap-around resources.



'23-24 GOALS

MUNICIPAL COURT



- Build Community Court's role in using court to help people improve their lives rather than just a recurring system of punishment.
- Explore strategies to continue Community Court program beyond initial grant funding.
- Use technology and other opportunities to make court more efficient and effective.

LONG-TERM GOALS

MUNICIPAL COURT



- Keep using balance of assistance and authority to encourage better decisions and support real change.

COUNCIL PRIORITIES

MUNICIPAL COURT



- PUBLIC SAFETY: progressive, collaboration & systemic social service solutions
- PUBLIC SAFETY: partnership with community to address criminal activity
- PUBLIC SAFETY: traffic engineering, education and enforcement
- EXCELLENT GOVERNMENT: leverage partnerships for enhanced services.

Key Performance Indicators (KPIs)

MUNICIPAL COURT



- Number of court filings
- Number of cases diverted to Community Court

PROGRAM OVERVIEW

MUNICIPAL COURT



CITY OF
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ONGOING	ONE-TIME
Court Operations (City of Bonney Lake) - \$522,000	
Public Defender - \$162,000	
Interpreter Services - \$6,500	



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Legal Department

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

LEGAL



- The city attorneys serve as legal advisors to staff and elected officials. They represent the City in criminal and civil litigation; draft and review ordinances, resolutions contracts and agreements; and update code.
- This department includes the city attorneys, prosecutor, legal assistant/domestic violence advocate, city clerk, and the records management specialist.
- In '21-22, the department obtained grant funding to start a Community Court and to upgrade City Hall records storage; assisted in acquiring land for the Operations Facility and White River Restoration project; updated code related to electronic signatures, public records, homeless shelters, animal care; assisted with implementation of body-worn cameras; facilitated code enforcement; negotiated complex agreements with outside entities, and launched Civic Clerk for better access to public meeting agendas and minutes.



'23-24 GOALS

LEGAL



- Assist in Departments' conversion to Sharepoint for better access to electronic records.
- Upgrade storage and care practices for physical records within City Hall, and reduce reliance on off-site storage.
- Continue working collaboratively with other departments to timely respond to code violations.
- Continue negotiations with Burlington Northern Railroad, Cascade Water Alliance and purchaser of the golf course property.
- Grow community court to provide alternative resources to criminal defendants struggling with underlying addiction or mental health disorders.



LONG-TERM GOALS

LEGAL



- Clarify vague, ambiguous language in City Code & update as laws change.
- Update code, policies, agreements and practices to improve transparency and decrease unintentional inequalities.
- Increase frequency of police trainings for best practices, and updates in constitutional law.
- Finalize acquisition of properties necessary for upcoming City CIP projects.

COUNCIL PRIORITIES

LEGAL



- PUBLIC SAFETY: progressive, collaborative & systemic social service solutions
- EXCELLENT GOVERNMENT: equitable distribution of resources.
- EXCELLENT GOVERNMENT: focus on long-range financial stability
- EXCELLENT GOVERNMENT: transparency in policy and actions

KPIs

LEGAL



- Number of records requests fulfilled
- Average time to fulfill records requests
- Number of domestic violence victims provided resources
- Criminal Prosecutions Filed

PROGRAM OVERVIEW

LEGAL



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ONGOING	ONE-TIME
Golf Course legal services (Don Marcy) - \$120,000	5G implementation legal services – \$5,000
Contract Prosecution Services – \$115,000	Records Storage Room Upgrades - \$2,000
OMNI paperless prosecution software - \$4,000	



Community & Human Services

2023-2024 BIENNIAL BUDGET

DEPARTMENT HIGHLIGHTS

COMMUNITY AND HUMAN SERVICES



- Promotes our sense of community including hosting Sumner University, the Santa Parade and Bridge Lighting.
- Partner with other organizations to provide needed and valued services, from the School District's Family Center to the Cultural Arts Commission's hosting of events like Music Off Main.
- Previously "hidden" throughout the budget, in 2021, we moved these efforts together so the public can better see where their dollars are invested.
- In 2022, started a Community Partner Fund process for better equity of potential partners to apply for and explain directly to the Council what they need and why it would benefit Sumner.



'23-24 GOALS

COMMUNITY AND HUMAN SERVICES



- Reengage with the community in person for educational and fun events.
- Broaden the diversity and equity of efforts to represent and support all communities who enjoy Sumner.
- Seek resource efficiencies such as using a trailer instead of the traditional float.

LONG-TERM GOALS

COMMUNITY AND HUMAN SERVICES



- 🌀 As Sumner changes physically, continue to offer the home-town charm that attracted people here in the first place.
- 🌀 Leverage partnerships to serve others and welcome them within our community.

COUNCIL PRIORITIES

COMMUNITY AND HUMAN SERVICES



- CHARACTER: vibrant events that celebrate arts, heritage & culture
- CHARACTER: maintain welcoming small town
- EXCELLENT GOVERNMENT: transparency in policy and actions
- EXCELLENT GOVERNMENT: leverage partnerships for enhanced services

KPIs

COMMUNITY AND HUMAN SERVICES



- 🔗 Number of people served by partners
- 🔗 Visitor rates in downtown Sumner

PROGRAM OVERVIEW

COMMUNITY AND HUMAN SERVICES



ONGOING	ONE-TIME
Cultural Arts Commission- \$46,250	Cultural Arts Commission Murals (3) - \$10,000
Daffodil Festival - \$20,400	Cultural Arts Commission Utility Box Wraps - \$7,000
Come Walk With Me - \$8,200	
Bridge Lighting - \$8,200	
Sunset Festival of Bands - \$3,000	
Street of Treats - \$7,400	
Homecoming Parade - \$5,400	
Community Float (Labor/Supplies) - \$11,000	

EQUIPMENT/CAPITAL COSTS

COMMUNITY AND HUMAN SERVICES



EQUIPMENT	CAPITAL
Community Float Trailer - \$12,000	

City of Sumner Community Float



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A Little History:



- The Daffodil Festival began on April 6, 1926, but it wasn't until 1934 that the parade began. The Sumner community float was originally decorated for the Daffodil Festival by high schoolers as a senior project.
- Over the years, "ownership" of the float went from the schools to community groups, to SDA, eventually ending with the City of Sumner when funding and storage by SDA was no longer an option. It has been used for both the Daffodil Festival and Santa Parades.
- In the past, for a school to have a princess represented on the Royal Court the community was required to have a float entry in the parade. In 2017, the Daffodil Festival changed the requirements and included school marching

Staff Time: 110 hours regular staff time + 70 hours overtime

Float Maintenance by shops/fleet- Approximately 5-10 hours of regular staff time + day of parade support at 10 hours overtime

Planning and Decorating Float- Approximately 100 hours of regular staff time + evening and weekend work parties, and day of parade support at 60 hours overtime

Volunteer Hours: 175

Supply Costs: \$4,000.00



Challenges in Recent Years:



Getting Volunteers:

Even though there were approximately 175 volunteer hours in 2019, many of those were the same few people and city staff volunteering. We have reached out to the Sumner-Bonney Lake school district (including ASB, honor society, CTE, etc.) area service clubs (Rotary, Lions, Kiwanis), and through all our city communication channels (newsletters, social media, personal emails) to try to get more volunteers.

Decoration and Supply Shortages:

In 2022 due to supply chain issues, float supplies and decorations were increasingly hard to find.

Continued... Challenges in Recent Years:



Storage:

The float is currently being stored at the old golf course building. Although the new shops facility has a storage area planned, the float, props, and supplies take up a lot of room. The float alone needs a storage area of 26 feet wide x 37 feet deep with a minimum 14 feet tall door.

Maintenance:

The current float sits on a 1980 (ish) Chevy Citation. It has had to be jump-started and towed a few times before, which is why fleet now supplies a support vehicle to make repairs as needed the day of the parade. Although currently running, since it is a motor vehicle, it is hard to predict if there will be further problems.



So, where do
we go from here?

PARADE DARTMOUTH PARADE
NUMBER 40

Option 1: Status Quo



Keep the float as we have in the past. Pending no major issues, according to the records from our fleet department, the engine and generator were replaced about 10 years ago. The electrical is a mess, but it still works.

Pros:

- This traditional float has a long history.
- We already have it.

Cons:

- Involves maintenance, upkeep, and the reliability is low.
- Difficult to drive with low visibility for the driver (requires float walkers along parade routes)
- Requires a lot of storage space
- Calls for a lot of staff time and volunteers.
- Due to the staff time, needing the most decorations, flowers and supplies, this is the costliest option

Option 2: Dedicated Trailer

(Staff's Recommendation)



In 2022 we partnered with the Old Cannery to create a “float” out of a flatbed trailer. Although it was very minimal this year, many cities and organizations use a flatbed trailer to create some ~~pretty impressive floats~~.

Pros:

- Low maintenance, minimal upkeep, and high reliability.
- Having a parade entry highlights the City of Sumner within the community.
- Purchasing a trailer, designing and creating it once for both the Daffodil and Santa parade may be costlier immediately, but making it “plug and play” for future years will be much less work and more cost effective in the long run.
- A truck towing a trailer is a much safer option than driving the float.

Cons:

- Requires some storage space
- Still calls for a driver, some staff time and volunteers. →

(See next slide for some examples)



A Few Examples



Option 3: Kenworth Firetruck



Since the requirement went away to have a dedicated community float to have a Daffodil Princess, SHS has an award-winning band, and we have the beloved Kenworth Firetruck for our Council and Mayor to ride on, do we even need a float?

Pros:

- We already have it.
- Also traditional with a long history.
- Due to the minimal staff time, needing the least decorations, flowers and supplies, this is by far the least expensive option.

Cons:

- Involves some maintenance and it is a 100-year-old antique firetruck, so reliability is always questionable!
- This option is not as show-stopping as a float would be, and without any volunteers there is no community involvement
- Where will Santa ride? ☺



Questions?



COMING UP



➤ September 15th Special Study Session

➤ Law Enforcement

➤ General Fund Police Operations

➤ Metro Animal Services

➤ Streets

➤ General Fund Street Operations

➤ Sidewalk Capital Fund

➤ Street Capital Fund

CA – CONSENT AGENDA	ES – EXECUTIVE SESSION	NB – NEW BUSINESS
UB – UNFINISHED BUSINESS	P – PRESENTATION	PH – PUBLIC HEARING PR - PROCLAMATION

SEPTEMBER 19 RCM / SSS (6:15)

- CA PSA (Nordyke property) *(MD virtual)*
- CA TC: Heritage Park Masterplan, Alley Design, and Wayfinding Signage - Consultant Services Contract (mike, virtual)
- CA Salmon Creek Culverts - Consultant Services Contract (Mike, virtual)
- NB Arts Commission Appointment (L. Johnson)
- NB Arts Commission Appointment (P. Johnson)
- NB Ordinance No. XXXX – ARPA Budget Amendment *(JS/JW)*
- NB Resolution No. XXXX – Utility Assistance Payment Program *(JS/KR)*
- NB Ordinance No. XXXX – 3rd Quarter Budget Amendment
- NB Resolution No. XXXX – Accepting Washington State Archives Grant *(AM/MP)*

SSS (6:15)

Law Enforcement

- General Fund Police Operations
- Metro Animal Services (Fund 440)

Streets

- General Fund (001) Street Operations
- Sidewalk Capital (302) Fund

- BUSUP MIC Services Agreement

SEPTEMBER 26 SS

Budget:

- Utility Rate Review
- Water Fund (401) Operations
- Sewer Fund (402) Operations
- WWTF (402) Operations
- Stormwater Fund (408) Operations
- Utility Capital

OCTOBER 3, 2022 (RCM)

- PR Domestic Violence Awareness Month
- PR BL Sumner Little League
- CA Resolution No. XXXX - TRT Interlocal Agreement Amendment

SSS (6:15)

- General (001) Fund
 - Development Services
 - Community Development
- Parks
 - General Fund (001) Parks Operations
 - Parks Capital (310) Fund
- Facilities
 - General Fund (001) Facilities Operations

CA – CONSENT AGENDA	ES – EXECUTIVE SESSION	NB – NEW BUSINESS
UB – UNFINISHED BUSINESS	P – PRESENTATION	PH – PUBLIC HEARING PR – PROCLAMATION

- Facilities Capital (325)

OCTOBER 10 SS

- 2023 Ad Valorem Property Tax Discussion
 - *Recommendation from Finance & Personnel Committee October 5th*
- Cemetery Funds
 - Operating (410)
 - Development (415)
 - Endowment (601)

Heritage Park Remediation

OCTOBER 17 RCM / SSS (6:15)

PH 2023 AD VALOREM PROPERTY TAX
 CA Resolution XXXX – Setting PH for Riverwalk Trail ROW Vacation
 NB Ordinance No. XXXX – 2023 Utility Rates
 NB Ordinance No. XXXX – Budget Amendment Heritage Park Remediation

SSS (6:15)

- Internal Service Funds:
 - Fleet
 - 550 Fleet Operations & Maintenance
 - 555 Fleet Replacement
 - 551 Information Technology

OCTOBER 24th SS

- Zero Lot Line Home (*RW/AS*)
- Miscellaneous Funds/Budgets
- Reserve Funds:
 - General Fund Reserve (002)
 - Building Reserve (003)
- REET (305) Fund
- Debt Service Funds (200) and (221)
- Special Revenue Funds:
 - 105 Drug Seizure Fund
 - 106 Tourism Tax Fund (recap from LTAC action)
 - 115 ARPA Fund
- Internal Service Fund:
 - 501 Unemployment Insurance Fund
- Fiduciary Funds:
 - 611 Firefighter's Pension Fund

November 7th RCM / SSS (6:15)

PH 2023-2024 Biennial Budget
 PH ROW Vacation for Riverwalk Trail Vacation
 UB Resolution: 2023 Ad Valorem Property Taxes

CITY COUNCIL AGENDA CALENDAR

Updated September 8, 2022

CA – CONSENT AGENDA **ES** – EXECUTIVE SESSION **NB** – NEW BUSINESS
UB – UNFINISHED BUSINESS **P** – PRESENTATION **PH** – PUBLIC HEARING **PR** – PROCLAMATION

SSS (6:15)

- Budget Wrap Up – Final Questions/Discussion
- Revisit Council Strategic Reserve for Suggestions

November 14th SS

- South Sound 911 Presentation with Executive Director Deborah Grady, and Board of Directors Chair Julie Door

Contact information: Marlena Lybarger
 Interim Executive Assistant/Clerk of the Board
 253.287.4801 Desk

~~November 21st RCM – cancel~~

December 5th RCM

PH 2023-2024 Biennial Budget
 UB Ordinance: 2023-2024 Biennial Budget Adoption
 NB Ordinance NO. XXXX – Vacating Riverwalk Trail
 NB Ordinance No. XXXX – Establishing the 2023 Comp Schedule

Pending

MISC.	MISC.	WHITE RIVER RESTORATION PROJECT
ROW Vacation Code Amendment	Ordinance – Refuse Collection	PH - Surplus Utility Property South of 24 th Street East
CA State Homeland Security Program Grant Acceptance for Small Unmanned Aerial System	Bond Issuance for Operations Facility	UB - Resolution No. XXXX - Surplus Utility Property South of 24 th St E
Ordinance Insurance Requirements	Temporary Use Permit – Food Trucks	
Sign Code Update (off premise)	Safe Parking	BNSF Agreement
CTR Ordinance Update		CA - Water Rights Acquisition Agreement
Development Agreement Code updates		
Ordinance Updating AC Code		
RCC ILA		

Budget Calendar –

Clerk publishes notice that preliminary budget has been filed and publishes notice of public hearing(s) on final budget once a week for two consecutive weeks.	10/24 & 10/31
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SEPTEMBER 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3
			6:00PM Planning Commission (Hybrid/Chambers)		
5	6	7	8	9	10
HOLIDAY OBSERVED CITY HALL CLOSED	4:00 PM Public Works Committee (Hybrid/FF Conf Room) 6:00PM Regular Council Meeting (Hybrid/Chambers)	5:30PM Finance Committee (Hybrid/FF Conf Room)	4:30PM Forestry/Parks Commission (Hybrid/FF Conf Room)		
12	13	14	15	16	17
6:00PM Study Session (Hybrid/Chambers)		5:30 PM American Rescue Plan Comm. (Hybrid/FF Conf Room) 6:30PM - Cancelled Design Commission (Hybrid/Chambers)			
19	20	21	22	23	24
6:00PM Regular Council Meeting (Hybrid/Chambers) 6:15PM Special Study Session (Hybrid/Chambers)		5:30PM Public Safety Committee (Hybrid/FF Conf Room)	5:30PM Cultural Arts Commission (Hybrid/FF Conf Room)		
26	27	28	29	30	30
6:00PM Study Session (Hybrid/Chambers)		5:00PM CD Committee (Hybrid/FF Conf Room)	5:30PM (DATE CHANGE) Cultural Arts Commission (Hybrid/FF Conf Room)		

Meeting dates and times may change. Please contact City Hall to confirm this information prior to any meeting you plan to attend. **These meetings are accessible to persons with disabilities.** For individuals who require special accommodations, please contact City Hall at (253) 299-5500, 24 hours in advance.

Name: Michelle Converse, CMC
Title: City Clerk

City of Sumner | 1104 Maple Street | Sumner, Washington 98390
Ph: (253) 299-5500
Website: www.sumnerwa.gov

October 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1
3	4	5	6	7	8
6:00PM Regular Council Meeting (Hybrid/Chambers) 6:15PM Special Study Session (Hybrid/Chambers)	4:00 PM Public Works Committee (Hybrid/FF Conf Room)	5:30PM Finance Committee (Hybrid/FF Conf Room)	6:00PM Planning Commission (Hybrid/Chambers)		
10	11	12	13	14	15
6:00PM Study Session (Hybrid/Chambers)		6:00 PM American Rescue Plan Comm. (Hybrid/FF Conf Room) 6:30PM Design Commission (Hybrid/Chambers)	4:30PM Forestry/Parks Commission (Hybrid/FF Conf Room)		
17	18	19	20	21	22
6:00PM Regular Council Meeting (Hybrid/Chambers) 6:15PM Special Study Session (Hybrid/Chambers)		5:30PM Public Safety Committee (Hybrid/FF Conf Room)			
24	25	26	27	28	29
6:00PM Study Session (Hybrid/Chambers)		5:00PM CD Committee (Hybrid/FF Conf Room)	5:30PM Cultural Arts Commission (Hybrid/FF Conf Room)		
31					

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