



Members: Barbara Bitetto, Carla Bowman, Pat Cole (alt), Earle Stuard

Staff Liaison: Administrative Services Director Jeff Steffens, Chief Operating Officer Kassandra Raymond

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 (First Floor Conference Room), or virtually by using the meeting access link below. -

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 238 515 954 792

Passcode: jadjG4

[Download Teams](#) | [Join on the web](#)

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[+1 323-886-6453,,163835506#](#) United States, Los Angeles

Phone Conference ID: 163 835 506#

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CALL TO ORDER

Roll Call: Barbara Bitetto, Carla Bowman, Earle Stuard, Pat Cole (alt)

COMMITTEE BUSINESS

1. ARPA Fund Allocation - Commissary Kitchen Update
2. ARPA Fund Allocation - Cellebrite Software
3. Resolution No. 1675 Data Sharing Agreement
4. Resolution No. 1677 Equipment Surplus

REPORTS

1. Monthly Sales Tax Report
2. Recruitment & Negotiation Update

ADJOURNMENT

SUBJECT: ARPA Fund Allocation - Commissary Kitchen Update

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: \$100,000.00

Within Budget Allocation: Yes

ATTACHMENTS:

STAFF CONTACT: Ryan Windish, Community Development Director

SUMMARY BACKGROUND:

In August 2022, the ARPA Council Committee approved awarding business grants utilizing ARPA funds, including \$100,000 to develop a Commissary Kitchen in Sumner. The grant was awarded to Trent and Jeannette Jurgensen, owners of a commissary kitchen in Edgewood and the Frying Dutchman mobile food truck. The initial six month period expired on February 23, 2023, and was subsequently extended to August 24, 2023 (February 2023) and again to February 24, 2024 (July 2024). The award will be \$50,000 at permit issuance and \$50,000 when a certificate of occupancy is granted. The most recent information received indicates the grantee is obtaining permits and planning to proceed. However, the deadline of February 24, 2024 will not be met and staff is proposing an additional six-month extension to allow time to proceed.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE: 3/14/2024

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

SUBJECT: ARPA Fund Allocation - Cellebrite Software

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Cellebrite Quote
-

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

Much of our evidence collection has transitioned from physical items to digital and SPD lacks the equipment to analyze computers, GPS, cell phones, videos and images. Previously, the Council allocated \$20,000 of ARPA funds to create a digital forensics lab for the Sumner Police Department. With this funding, we have purchased the technological infrastructure for this job. We were hopeful that we could obtain grant funding for the software portion of the project, but that is highly competitive and has proven unsuccessful. Other ARPA projects have come in under budget, which has freed up the funding to purchase the software now versus having our equipment sit underutilized while we wait to attempt applying for the next round of grant funding. Staff recommends moving forward with allocating \$18,000 of ARPA funding to purchase a 1-year license for Cellebrite software.

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

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Cellebrite Inc.
8065 Leesburg Pike,
Suite T3-302
Vienna, VA 22182
USA

Tel. +1 800 942 3415
Fax. +1 201 848 9982
Tax ID#: 22-3770059
DUNS: 033095568
CAGE: 4C9Q7
Company Website:
<http://www.cellebrite.com>



Quote

Quote# Q-372881-1
Date: Feb 08, 2024

Billing Information
Sumner Police Department
1104 Maple St # 140
Sumner, Washington 98390
United States

Delivery Information
Andy McCurdy
1104 Maple St #140
Sumner, WA 98390
United States

Wire To:
Bank Routing Number: 021000021
Account Number: 761020590
Account Name: Cellebrite Inc.

Contact: Andy McCurdy
Phone: 2535537297

Contact: Andy McCurdy
Phone: 2535537297

Check Remittance (Only for NA):
Cellebrite Inc. ,
PO BOX 23551
New York, NY, 10087-3551

End Customer: Sumner Police Department

Click [here](#) to process with Credit Card payment
By clicking the link above and accepting this quote,
You are expressing your agreement and compliance to and with the terms contained on this quote.

Customer ID	Good Through	Payment Terms	Currency	Sales Rep
SF-00205039	Mar 09, 2024	Net 30	USD	Matt Robinson

Product Code	Product Name	Qty	Start Date	End Date	Serial Number	Net PriceUnit	Net Price
B-CNR-05-001	Inseyets Online Pro	1	Feb 07, 2024	Feb 06, 2025		0.00	0.00
S-UFD-20-003	Inseyets Pro UFED Subscription	1	Feb 07, 2024	Feb 06, 2025		4,400.00	4,400.00
S-UFD-20-006	Inseyets Pro PA Subscription	1	Feb 07, 2024	Feb 06, 2025		4,000.00	4,000.00
F-KAS-00-001	UFED Dongle Kit	1				84.00	84.00
F-KAS-05-000	Inseyets Kit	1				1,700.00	1,700.00
S-AIS-20-001	Inseyets Online Limited Unlocks subscription	15	Feb 07, 2024	Feb 06, 2025		400.00	6,000.00
Number of Unlocks: 15							

SubTotal	USD 16,184.00
Shipping & Handling	USD 85.00
Sales Tax	USD 1,545.56
Total	USD 17,814.56

Comments:

Terms and Conditions:

- This Quote/Proforma Invoice/Tax Invoice, together with the terms and conditions and license agreement listed below that are incorporated by reference to this Quote/Proforma Invoice (together, the "Agreement"), constitute an offer by Cellebrite. By signing this the Quote/Proforma Invoice, issuing a purchase order (or other ordering document) in connection with this the Quote/Proforma Invoice, or downloading and/or using the products identified in this the Quote/Proforma Invoice/Tax Invoice, the customer agrees to be bound by the terms of this Agreement. Any additional or different terms or conditions contained in any customer document, purchase order or other ordering document will not be binding upon Cellebrite unless expressly accepted in a document signed by a Cellebrite authorized signatory.
- Quote is subject to regulatory approval.
- Freight Terms: FCA (NJ)
- Limited Warranty: Hardware:12 Months; Software:60 days; Touch Screen:30 days
- General: The following terms shall apply to any product at <http://legal.cellebrite.com/us/index.html>
- EULA: All Cellebrite Software is licensed subject to the end user license agreement available at <https://legal.cellebrite.com/End-User-License-Agreement.html>
- Advanced Services (CAS): The following terms apply to Cellebrite Advanced Services at <https://legal.cellebrite.com/CB-us-us/index.html>
- Premium: The following terms shall apply only to Cellebrite Premium at <http://legal.cellebrite.com/intl/PremiumUS.htm>
- Pathfinder: The following terms apply to Cellebrite Pathfinder at <https://legal.cellebrite.com/PF-Addendum.htm>
- Training Services: The following terms apply to Cellebrite Training Services at <http://legal.cellebrite.com/intl/Training.htm>
- SaaS: The following terms apply to Cellebrite SaaS Services at <https://legal.cellebrite.com/SaaS.htm>
- Endpoint Mobile: The following terms apply to Cellebrite Endpoint Mobile at <https://legal.cellebrite.com/Endpoint-Mobile-Now.htm>

In the event of any dispute as to which terms apply, Cellebrite shall have the right to reasonably determine which terms apply to a given purchase order.
Please indicate the invoice number when remitting payment

*SALES TAX DISCLAIMER: Cellebrite Inc. is required to collect Sales and Use Tax for purchases made from the following certain U.S. States. Orders are accepted with the understanding that such taxes and charges shall be added, as required by law. Where applicable, Cellebrite Inc. will charge sales tax unless you have a valid sales tax exemption certificate on file with Cellebrite Inc. Cellebrite Inc. will not refund tax amounts collected in the event a valid sales tax certificate is not provided. If you are exempt from sales tax, you must provide us with your sales tax exempt number and fax a copy of your sales tax exempt certificate to Cellebrite Inc.
Please include the following information on your PO for Cellebrite UFED purchase:
- Please include the ORIGINAL QUOTE NUMBER (For example - Q-XXXXX) on your PO
- CONTACT NAME & NUMBER of individual purchasing and bill to address
- E-MAIL ADDRESS of END USER for monthly software update as this is critical for future functionality

I, the undersigned, hereby confirm that I am authorized to sign this Quote/Proforma Invoice on behalf the customer identified above , and I hereby approve that my signature is legally binding upon the customer identified above.

Customer Name: Sumner Police Department

Signature:	_____	Effective Date:	
Name (Print):	_____	Title:	_____

Please sign and email to Matt Robinson at matt.robinson@cellebrite.com

SUBJECT: Resolution No. 1675 Data Sharing Agreement**CATEGORY:** Resolution

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Res 1675 ILA SAO Data Sharing

STAFF CONTACT: Cassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND: In 2021, the Washington State Legislature passed ESSB5432 "Concerning cybersecurity and data sharing in Washington state government". Subsequently, the City of Sumner entered into an interlocal agreement with the Washington State Office of the State Auditor (SAO). That agreement expires May 24, 2024. Our City Legal department has reviewed and outlined changes to the document, which include:

- Incorporating a number of RCW references, and adding Chapters 42.40 State Employee Whistleblower Protection and 43.101 Criminal Justice Training Commission – Education and Training Standards Boards.
- Added “oversight language” at the beginning of this agreement, summarized as: The right at any time with reasonable notice to monitor, audit, review activities and methods implemented by this agreement to ensure compliance. This language is reiterated again in the “oversight” section of the agreement.
- Clearly defined the 4 different data categories under OCIO standard 141.
- The period of the agreement is extended.
- Added “confidential” to the word “data” in many parts of the agreement.
- Added a duty for us to notify SAO if there is a public records request in regard to records that pertain to SAO.
- Added an ongoing duty to us to ensure that staff that have access to this data are aware of the use and disclosure rights of this agreement and that we will advise new staff of these requirements.
- Added a section regarding data disposal.
- Added the legal requirement for incident notification and response.
- Added a section called “awareness and training.” This requires us to train staff that have access to this data on RCW 42.56.590 – Personal information – notice of security breaches and OCIO Standard 141.10.

City staff are comfortable with all changes and recommend approving the agreement. The term of the proposed agreement is through May 23, 2027. The proposed resolution includes authority for staff to enter into this agreement and any future extensions thereof.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee**MEETING/STUDY SESSION DATE:** 3/14/2024**COMMITTEE RECOMMENDATION:****STAFF RECOMMENDATIONS/MOTION:**

Approve Resolution No. 1675 Data Sharing Agreement

RESOLUTION NO. 1675

CITY OF SUMNER, WASHINGTON

A RESOLUTION OF THE CITY OF SUMNER, WASHINGTON, AUTHORIZING THE MAYOR TO ENTER INTO AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF SUMNER AND THE WASHINGTON STATE AUDITOR'S OFFICE RELATED TO DATA SHARING.

WHEREAS, the Washington State Legislature passed ESSB5432 concerning cybersecurity and data sharing in Washington state government; and

WHEREAS, this legislation became effective July 1, 2021; and

WHEREAS, the City of Sumner and the Washington State Auditor's Office seek to enter into an intergovernmental agreement enabling the City of Sumner to share data with the Auditor's Office for audit and other purposes; and

WHEREAS, the City Council has determined it to be in the best interest of the City of Sumner to enter into said intergovernmental agreement; and

WHEREAS, the City entered into a data sharing agreement effective July 22, 2021 that expires May 23, 2024; and

WHEREAS, the Office of the State Auditor has provided a new agreement, which has been reviewed by City finance and legal staff; and

WHEREAS, the City of Sumner is authorized, pursuant to Chapter 39.34 RCW, Interlocal Cooperation Act, to enter into such agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUMNER, WASHINGTON:

Section 1. That the City Council hereby approves the Interlocal Agreement between the City of Sumner and the Washington State Auditor's Office for the purpose of data sharing, a copy of which is attached and incorporated by reference, and authorizes the Mayor to sign said agreement, and any future extensions hereof, on behalf of the City of Sumner substantially in a form as approved by the City Attorney.

Section 2. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

Section 3. Corrections by City Clerk or Code Reviser. Upon approval of the city attorney, the city clerk and the code reviser are authorized to make necessary corrections to this resolution, including but not limited to the correction of clerical errors; or references to other local, state, or federal laws, codes, rules, or regulations.

Section 4. This resolution shall become effective immediately upon adoption.

Passed by the City Council and approved by the Mayor of the City of Sumner, Washington,
at a regular meeting thereof this 1st day of April, 2024.

Mayor Kathy Hayden

ATTEST:

APPROVED AS TO FORM:

City Clerk Michelle Converse, CMC

City Attorney Andrea Marquez

INTERAGENCY DATA SHARING AGREEMENT

Between

City of Sumner

And the Office of the Washington State Auditor

This Interagency Data Sharing Agreement (DSA) is entered into by and between City of Sumner hereinafter referred to as “Agency”, and the Office of the Washington State Auditor, hereinafter referred to as “SAO”, pursuant to the authority granted by Chapter 39.34 RCW, 42.40 RCW, 43.101 RCW and 43.09 RCW.

Agency

Agency Name:	City of Sumner
Contact Name:	Kassandra Raymond
Title:	Chief Financial Officer
Address:	1104 Maple St Sumner, WA 98390
Phone:	(253) 299-5541
E-mail:	kassandrar@sumnerwa.gov

SAO

Agency Name:	Office of the Washington State Auditor
Contact Name:	Saundra Groshong
Title:	Audit Manager
Address:	949 Market St. Ste 560 Tacoma, WA 98402
Phone:	(253) 597-4146
E-mail:	saundra.groshong@sao.wa.gov

The SAO and Agency agree that they will have the right, at any time with reasonable notice, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

1. PURPOSE OF THE DSA

The purpose of the DSA is to provide the requirements and authorization for the Agency to exchange confidential information with SAO and SAO to share confidential information with the Agency. This agreement is entered into between Agency and SAO to ensure compliance with legal requirements and Executive Directives (Executive Order 16-01, RCW 42.56, and OCIO policy 141, OCIO standard 141.10) in the handling of information considered confidential.

2. DEFINITIONS

DSA Agreement between Agency and SAO
Agency DSA: 22-01

“Agreement” means this Interagency Data Sharing Agreement, including all documents attached or incorporated by reference.

“Data Access” refers to rights granted to SAO employees to directly connect to Agency systems, networks and/ or applications combined with required information needed to implement these rights.

“Data Transmission” refers to the methods and technologies to be used to move a copy of the data between systems, networks and/ or employee workstations.

“Data Storage” refers to the place data is in when at rest. Data can be stored on removable or portable media devices such as a USB drive or SAO managed systems or OCIO/ State approved services.

“Data Encryption” refers to enciphering data with a NIST-approved algorithm or cryptographic module using a NIST-approved key length. Encryption must be applied in such a way that it renders data unusable to anyone but the authorized users.

“Personal Information” means information defined in RCW 42.56.590(10).

The State classifies data into categories based on the sensitivity of the data pursuant to the Security policy and standards promulgated by the Office of the state of Washington Chief Information Officer. The Data that is the subject of this DSA is classified as indicated below:

Category 1 – Public Information Public information is information that can be or currently is released to the public. It does not need protection from unauthorized disclosure, but does need integrity and availability protection controls.

Category 2 – Sensitive Information Sensitive information may not be specifically protected from disclosure by law and is for official use only. Sensitive information is generally not released to the public unless specifically requested.

Category 3 – Confidential Information Confidential information is information that is specifically protected from disclosure by law. It may include but is not limited to: a. Personal Information about individuals, regardless of how that information is obtained; b. Information concerning employee personnel records; c. Information regarding IT infrastructure and security of computer and telecommunications systems; d. List of individuals for commercial purposes.

Category 4 – Confidential Information Requiring Special Handling Confidential information requiring special handling is information that is specifically protected from disclosure by law and for which: a. Especially strict handling requirements are dictated, such as by statutes, regulations, agreements, or other compliance mandates; b. Serious consequences could arise from unauthorized disclosure, such as threats to health and safety, or legal sanctions.

3. PERIOD OF AGREEMENT

DSA Agreement between Agency and SAO
Agency DSA: 22-01

This agreement shall begin on May 24, 2024, or date of execution, whichever is later, and end on May 23, 2027, unless terminated sooner or extended as provided herein.

4. JUSTIFICATION FOR DATA SHARING

SAO is the auditor of all public accounts in Washington State. SAO's authority is broad and includes both explicit and implicit powers to review records, including confidential records, during the course of an audit or investigation.

5. DESCRIPTION OF DATA TO BE SHARED

The data to be shared includes information and data related to audit results, financial activity, operation and compliance with contractual, state and federal programs, security of computer systems, performance and accountability for agency programs as applicable to the audit(s) performed. Specific data requests will be limited to information needed for SAO audits, investigations and related statutory authorities as identified through auditor requests.

6. DATA TRANSMISSION

Transmission of data between Agency and SAO will use a secure method that is commensurate to the sensitivity of the data being transmitted.

7. DATA STORAGE AND HANDLING REQUIREMENTS

Agency and SAO will notify each other if they are providing confidential data. All confidential data provided by Agency will be stored using data encryption with access limited to the least number of SAO staff needed to complete the purpose of the DSA.

8. INTENDED USE OF DATA

The Office of the Washington State Auditor will utilize this data in support of their audits, investigations, and related statutory responsibilities as described in RCW 43.09 and 42.40.

9. CONSTRAINTS ON USE OF DATA

The Office of the Washington State Auditor agrees to strictly limit use of information obtained under this Agreement to the purpose of carrying out our audits, investigations and related statutory responsibilities as described in RCW 43.09 and 42.40.

10. SECURITY OF DATA

SAO shall take due care and take reasonable precautions to protect Agency's data from unauthorized physical and electronic access. SAO complies with the requirements of the OCIO 141.10 policies and standards for data security and access controls to ensure the confidentiality, and integrity of all data shared.

11. NON-DISCLOSURE OF DATA

SAO staff shall not disclose, in whole or in part, the confidential data provided by Agency to any individual or agency, unless this Agreement specifically authorizes the disclosure. Confidential data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the Agency's Confidential data, SAO will notify the Agency

- a. SAO shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by Agency.

DSA Agreement between Agency and SAO
Agency DSA: 22-01

- c. The SAO shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.

Agency staff shall not disclose, in whole or in part, the confidential data provided by SAO to any individual or agency, unless this Agreement specifically authorizes the disclosure. Confidential data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the SAO's data, Agency will notify the SAO

- a. Agency shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by SAO.
- c. The Agency shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.

12. DATA DISPOSAL

Upon request by the SAO or Agency, or at the end of the DSA term, or when no longer needed, Confidential Information/Data must be returned or destroyed, except as required to be maintained for compliance or accounting purposes.

13. INCIDENT NOTIFICATION AND RESPONSE

The compromise of Confidential Information or reasonable belief that confidential information has been acquired and/or accessed by an unauthorized person that may be a breach that requires timely notice to affected individuals under RCW 42.56.590 or any other applicable breach notification law or rule must be reported to the [Agency contact].

If the Receiving Party does not have full details about the incident, it will report what information it has and provide full details within 15 business days of discovery. To the extent possible, these initial reports must include at least: A. The nature of the unauthorized use or disclosure, including a brief description of what happened, the date of the event(s), and the date of discovery; B. A description of the types of information involved; C. The investigative and remedial actions the Receiving Party or its Subcontractor took or will take to prevent and mitigate harmful effects and protect against recurrence; D. Any details necessary for a determination of whether the incident is a breach that requires notification under RCW 42.56.590, or any other applicable breach notification law or rule. E. Any other information SAO or Agency reasonably requests.

14. OVERSIGHT

The SAO and Agency agree that they will have the right, at any time with reasonable notice, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

15. TERMINATION

Either party may terminate this Agreement with 30 days written notice to the other party's Agency Contact named on Page 1. However, once data is accessed by the SAO or Agency, this Agreement is binding as to the confidentiality, use of the data, and disposition of all data received as a result of access, unless otherwise amended by the mutual agreement of both parties.

16. AWARENESS AND TRAINING

SAO and the agency shall ensure that all staff with access to the data shared through this Agreement are aware of the use and disclosure requirements of OCIO 141.10 and RCW 42.56.590. SAO will comply with all state requirements and training regarding handling, storage and transmission of confidential data.

17. DISPUTE RESOLUTION

In the event that a dispute arises under this Agreement, a Dispute Board shall determine resolution in the following manner. Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review facts, contract terms, and applicable statutes and rules and make a determination of the dispute.

18. GOVERNANCE

- a. The provisions of this Interagency Data Sharing Agreement are severable. If any provision of this Agreement is held invalid by any court that invalidity shall not affect the other provisions of this Interagency Data Sharing Agreement and the invalid provision shall be considered modified to conform to the existing law.
- b. In the event of a lawsuit involving this Interagency Data Sharing Agreement, venue shall be proper only in Thurston County, Washington.

19. SIGNATURES

The signatures below indicate agreement between the parties.

Agency

Office of the Washington State Auditor

Signature

Date

Signature

Date

Title: _____

Title: _____

SUBJECT: Resolution No. 1677 Equipment Surplus

CATEGORY: Resolution

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Resolution No. 1677 Exhibit - Equipment Surplus Authorization

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

The Sumner Public Works Department requests surplus authorization for a 2013 International Vac Truck (Unit 33-118). This piece of equipment was originally purchased in August 2013 with Water, Sewer and Storm Sewer utility funds. It was estimated to have a 10-year useful life and was recently replaced. The estimated used value is \$100k, which will require a public hearing and council approval. Any sale proceeds will be distributed evenly between the 3 original funding sources.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 3/14/2024

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

RESOLUTION NO. 1677
EXHIBIT A

Item Description	Unit	Purchasing Fund(s)	License	VIN	Est. Salvage	Approver
2013 International Vac-Con	33-118	Water, Sewer, Storm	55198D	1HTWGAZT5EH492920	\$100k	Council





SUBJECT: Monthly Sales Tax Report

CATEGORY: Information Only

BUDGET IMPACT: N/A

ATTACHMENTS:

STAFF CONTACT: Kassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND:

Staff will review monthly sales tax reporting. This is a regular reporting item. Please note, this report is provided only to those who have a WA State Department of Revenue Secrecy Affidavit Confidential Affidavit on file.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 3/14/2024

COMMITTEE RECOMMENDATION: Informational only; no Committee action required.

STAFF RECOMMENDATIONS/MOTION:

Informational only; no further action required.



SUBJECT: Recruitment & Negotiation Update

CATEGORY: Information Only

BUDGET IMPACT: N/A

ATTACHMENTS:

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

Staff will provide a verbal update on recruitment and negotiation activity.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 3/14/2024

COMMITTEE RECOMMENDATION: Informational only; no Committee action required.

STAFF RECOMMENDATIONS/MOTION:

Informational only; no Committee action required.