



*The Finance & Personnel Committee meeting is held using a hybrid model. The public is welcome to attend the meeting in person at City Hall (Main Conference Room) or virtually by using the meeting access link and additional information located on the City's website and on the meeting agenda.*

**Members Present:** Barbara Bitetto, Carla Bowman, Pat Cole

**Others Present:** n/a<sup>1</sup>

**Staff Present:** Administrative Services Director (ASD) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond, Community & Economic Development Director (CEDD) Ryan Windish, Associate Engineer (AE) Courtney Littrell

The meeting convened at 4:05 p.m. via Microsoft Teams. All members and staff were onsite.

### **Committee Business**

**Motion to Award Construction Contract – 2024 Sidewalk Repair Program:** AE Littrell reviewed the bids received for the 2024 Sidewalk Repair Program and answered questions. *Do Pass (Consent Agenda, June 17, 2024). Note: AE Littrell left the meeting after this item.*

**Ordinance No. 2891 Affordable Housing Sales and Use Tax Code SMC 3.22:** CEDD Windish reviewed the proposed amendments to SMC 3.22 and answered questions. *Do Pass (Regular Business, July 1, 2024) Note: CEDD Windish left the meeting after this item.*

**Ordinance No. 2889 Amending SMC 2.100 Personnel Policies:** ASD Steffens reviewed the proposed ordinance and a short slide presentation, and answered questions. *Do Pass (Regular Business, July 1, 2024)*

**Ordinance No. 2890 Amending the 2023/2024 Biennial Budget:** CFO Raymond reviewed the proposed 2<sup>nd</sup> quarter 2024 budget amendment and answered questions. *Do Pass (Regular Business, July 1, 2024)*

**Motion to Approve Surplus:** ASD Steffens reviewed the proposed surplus and disposal of the following firearms:

| Item                 | Serial No. | Est Value | Purchase Date | Reason                           |
|----------------------|------------|-----------|---------------|----------------------------------|
| Olympic Arms Firearm | TB0607     | \$300.00  | 12/2005       | Aged, no longer needed. Trade-in |
| Olympic Arms Firearm | TB0634     | \$300.00  | 12/2005       | Aged, no longer needed. Trade-in |

<sup>1</sup> Nick Biermann attempted to join the meeting remotely; prior to the Sales Tax Report, staff noted that Mr. Biermann had attempted to join the meeting through a different published hybrid url; ASD Steffens reached out to Mr. Biermann via telephone to ensure that any questions were addressed.

|                      |           |          |         |                                     |
|----------------------|-----------|----------|---------|-------------------------------------|
| Olympic Arms Firearm | TB0610    | \$300.00 | 12/2005 | Aged, no longer needed.<br>Trade-in |
| Colt A2              | LGC015625 | \$450.00 | 01/2007 | Aged, no longer needed.<br>Trade-in |
| Colt A2              | LGC015569 | \$450.00 | 01/2007 | Aged, no longer needed.<br>Trade-in |
| Colt M4 SBR          | LE287194  | \$400.00 | 11/2010 | Aged, no longer needed.<br>Trade-in |
| Colt M4 SBR          | LE086024  | \$400.00 | 11/2010 | Aged, no longer needed.<br>Trade-in |

The Committee reviewed and authorized the surplus. *Do Pass for Committee approval.*

**Sales Tax Reporting:** CFO Raymond reviewed staff's monthly sales tax analysis activities and discussed results. This is a regular reporting item. *No further Committee action required at this time.*

**Recruitment and Negotiations Update:**

Recruitment: ASD Steffens provided a verbal update:

- Recruitments:
  - The city is currently background process with Deputy City Attorney candidate
  - Our second summer PW Engineering Intern started
- Negotiations
  - No bargaining agreements are currently in negotiation status.
  - Staff anticipates beginning negotiations with Teamsters in 4<sup>th</sup> quarter 2024.

**Other:** CFO Raymond noted the upcoming AWC Budget Workshop in Wenatchee, WA (August 1-2, 2024).

With no further items, the meeting adjourned at 4:46 p.m.

Prepared by Chief Financial Officer Kassandra Raymond