



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.

<https://sumnerwa-gov.zoom.us/j/87096597072>

Or One tap mobile +12532050468,,87096597072# US +12532158782,,87096597072# US (Tacoma)

Or Telephone +1 253 205 0468 +1 253 215 8782 US (Tacoma)

Webinar ID: 870 9659 7072

## **CALL TO ORDER**

Roll Call: Bitetto, Bowman, Clerget, Cole, Elfers and Reinke

## **REGULAR BUSINESS**

1. 2025/2026 Biennial Budget Review

## **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.*

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**SUBJECT:** 2025/2026 Biennial Budget Review

**CATEGORY:** Presentation

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**BUDGET IMPACT:**

Expenditure Required: None

Within Budget Allocation: N/A

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**ATTACHMENTS:**

1. Presentation

**STAFF CONTACT:** Jason Wilson, City Administrator, Jeff Steffens, Administrative Services Director, Kassandra Raymond, Chief Financial Officer

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**SUMMARY BACKGROUND:** Staff will continue presenting 2025/2026 Biennial Budget department/funds. This evening, presentations will cover:

General Fund

- Community & Economic Development
- Senior Center
- Community Services

Fund 410 Cemetery Operations  
Fund 415 Cemetery Development  
Fund 440 Metro Animal Services  
Fund 550 Fleet Operations  
Fund 555 Fleet Replacement

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**COUNCIL COMMITTEE/STUDY SESSION:**

**MEETING/STUDY SESSION DATE:**

**COMMITTEE RECOMMENDATION:**

**STAFF RECOMMENDATIONS/MOTION:**

Informational only; no City Council action required at this time.



# Departmental Presentations

## General and Other Funds

**2025-2026 BIENNIAL BUDGET**

**September 23, 2024**

# PROCESS REMINDER



CITY OF  
**SUMNER**  
WASHINGTON



**WHERE WE ARE**

# Tonight's Agenda



## General Fund

- Community Development
- Senior Center
- Community Services

## Other Funds

- Cemetery
  - Fund 410 Operations
  - Fund 415 Development
- Fund 440 Metro Animal Services
- Fleet
  - Fund 550 Operations
  - Fund 555 Replacement

## What we will cover



### Departmental Overview

- Main Functions
- Mandates
- Budget Impacts
- Fulfilling Goals
- Council Priorities



### Program (Financial) Overview

- Significant Ongoing Items
- One-Time Items



### If Applicable

- Difficult Choices
- Staffing Changes
- Items for Future Consideration

# What we will not cover



- Every item that is included in the budget
  - The preliminary budget includes a “rolled up” version of each department’s budget that identifies expenditures at the following levels:
    - Salaries
    - Benefits
    - Supplies
    - Services & Charges
    - Interfund transfers
    - Authorized FTEs
- A white checkmark inside a white square box.
- Full line-item details are available upon request



# Community & Economic Development

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## COMMUNITY & ECONOMIC DEVELOPMENT



### ○ Community & Economic Development

- Long-Range Planning: Answers the questions – what will Sumner look like in the future? What is needed to meet tomorrow's needs?
- Affordable Housing: Develop and implement Sumner affordable housing plan, and work with regional partners;
- Business Support to grow and diversity Sumner's economic base.

# MANDATES

## COMMUNITY DEVELOPMENT



| What                                                                             | By Who? | Funded?                          |
|----------------------------------------------------------------------------------|---------|----------------------------------|
| Increasing requirements to address and plan for affordable housing.              | State   | Partially offset by State grants |
| Changes to Growth Management Act requiring 10-year updates to Comprehensive Plan | State   | Partially offset by State grants |

# BUDGET IMPACTS

## COMMUNITY DEVELOPMENT



- State planning mandates force staff/Council to revisit and update already completed work;
- Increasing time commitment to work with regional partners on affordable housing mandates;
- 2025 Comprehensive Plan amendments to address changing business needs;
- Update and revise the Town Center Plan



# COUNCIL PRIORITIES

## COMMUNITY DEVELOPMENT



- COMMUNITY CHARACTER
- EFFECTIVE TRANSPORTATION
  - Focus on alternative transportation methods
  - Regionally aligned to mitigate “cut-through” traffic”
- EXCELLENT GOVERNMENT
  - Leverage partnerships for enhanced services

# PROGRAM OVERVIEW

## COMMUNITY DEVELOPMENT



| ONGOING                                                       | ONE-TIME                                                      |
|---------------------------------------------------------------|---------------------------------------------------------------|
| On-Call Consultants, Town Center Code assistance<br>\$125,000 | Climate Planning Activities \$400,000 (offset by state grant) |
| Conferences/Training (APA, WEDA, etc.) \$15,450               |                                                               |



# Senior Center

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## SENIOR CENTER



- Provides seniors connection, friendship, and activities to support physical and mental health and well-being;
- Provides area residents with vital information and services;
- Coordinates with Catholic Community Services for low-cost, hot nutritious meals every weekday



# MANDATES

## SENIOR CENTER



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| What              | By Who? | Funded? |
|-------------------|---------|---------|
| ADA Accessibility | Federal | No      |

# BUDGET IMPACTS

## SENIOR CENTER



- Senior Services is offered through a contract with Stafford Suites. This cost-effective partnership maximizes City resources through knowledgeable providers;
- The City invested some funding in facility upgrades in 2023/2024, but more is needed, including some upgrades to meet current ADA code.

# FULFILLING GOALS

## SENIOR CENTER



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### WHICH ONES:

- Needed and Valued Services

### EXAMPLES HOW:

- Provides critical services and connections to older populations.



# COUNCIL PRIORITIES

## SENIOR CENTER



### ○ COMMUNITY CHARACTER

- Maintain welcoming small-town charm
- Vibrant events that celebrate arts, heritage, and culture
- Balance the past with future needs and desires of a changing community

### ○ EXCELLENT GOVERNMENT: Leverage partnerships for enhanced services

# PROGRAM OVERVIEW

SENIOR CENTER



| ONGOING                            | ONE-TIME                  |
|------------------------------------|---------------------------|
| Stafford Suites Contract \$645,750 | \$11,000 Security Cameras |



# Community Services

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## COMMUNITY SERVICES



- Event Support: People rate events like Daffodil Festival and Rhubarb Days as their favorite aspects of Sumner. They also bring in visitors to discover the city for the first time;
- Community Partners Fund: Non-profits can apply through the biennial budget process to receive City support;
- Arts & Culture: This program supports diverse artistry in Sumner.

# MANDATES

## COMMUNITY SERVICES



| What                        | By Who?       | Funded? |
|-----------------------------|---------------|---------|
| Insurance & Risk Management | State/Federal | No      |
| Health Department           | State         | No      |

# BUDGET IMPACTS

## COMMUNITY SERVICES



- Increasing demand for services not traditionally thought of as “city” services;
  - 2025/2026 allocation increased \$50,000 over the prior biennium
- Continue to leverage events and activities downtown to expand sense of community and business success
- National and regional economic and social changes continue to impact local businesses and operations

# FULFILLING GOALS

## COMMUNITY SERVICES



### WHICH ONES:

- Strategic Tourism
- Economic Development
- Needed and Valued Services

### EXAMPLES HOW:

- Fund support for community events
- Strong partnerships to address social needs



# COUNCIL PRIORITIES

## COMMUNITY SERVICES



### ○ COMMUNITY CHARACTER

- Vibrant events that celebrate arts, heritage, and culture
- Maintain welcoming small-town charm

### ○ EXCELLENT GOVERNMENT

- Equitable distribution of resources
- Leverage partnerships for enhanced services

# PARTNERSHIPS

## COMMUNITY SERVICES



### ○ Opioid Distributions

- Interlocal Agreement with Pierce County
- In 2025, allocate 2024 Opioid Distribution receipts (\$110,000)

### ○ South Sound Housing Affordability Partnership (SSHAP)

- Allocated \$125,000 in 2024 (2023/2024 Affordable Housing Sales Tax receipts);
- 2025 allocation will depend on future receipts/Council action

# PROGRAM OVERVIEW

## COMMUNITY SERVICES



CITY OF  
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| ONGOING                            | COMMUNITY REQUEST                       |
|------------------------------------|-----------------------------------------|
| Community Services \$18,630        | Community Services \$180,000            |
| City Events \$69,000               | Social Service (Family Center) \$70,000 |
| Local Event Sponsorship \$14,400   |                                         |
| Tourism Event Sponsorship \$56,400 |                                         |
| Community Character \$51,559       |                                         |
| Cultural Arts Commission \$5,000   |                                         |
| Community Float \$4,500            |                                         |

# DIFFICULT CHOICES

## EMERGENCY MANAGEMENT



| ITEM               | ASKED     | CITY COUNCIL |
|--------------------|-----------|--------------|
| Community Requests | \$588,500 | \$250,000    |



# Fund 410 Cemetery Operations

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## FUND 410 CEMETERY OPERATIONS



- The Sumner Cemetery serves people planning ahead as well as responding to recent losses; offering places of rest that include traditional burial, mausoleum, Heritage Farm, and green burials;
- The Cemetery maintains a collaborative relationship with funeral homes and other partners;
- The Cemetery serves friends and loved ones through recent losses, continued visits, genealogy research, Memorial Day remembrances, and a tranquil site.

# MANDATES

## FUND 410 CEMETERY OPERATIONS



| What | By Who? | Funded? |
|------|---------|---------|
|      |         |         |
|      |         |         |
|      |         |         |

# BUDGET IMPACTS

## FUND 410 CEMETERY OPERATIONS



- In the Operating Fund, the Cemetery balances affordability for customers with increasing costs of service;
- The Cemetery is subsidized by \$215,000 annually by the General Fund to cover operating costs.
- In 2025, an additional transfer of \$95,000 will be required from the General Fund to cover needed equipment acquisition.

# FULFILLING GOALS

## FUND 410 CEMETERY OPERATIONS

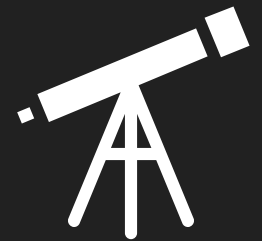


### WHICH ONES:

- Needed and valued services
- Cemetery Master Plan

### EXAMPLES HOW:

- Help individuals plan for the future.
- Fulfill needs of loved ones with timely and responsive services.
- Provide a respectful, peaceful place for loved ones to visit at any time.



# COUNCIL PRIORITIES

## FUND 410 CEMETERY OPERATIONS



- **COMMUNITY CHARACTER:** Balance the past with the future needs and desires of a changing community
- **COMMUNITY CHARACTER:** Investment in parks & open space
- **EXCELLENT GOVERNMENT:** Recruit & retain quality, diverse staff
- **EXCELLENT GOVERNMENT:** Focus on long-range financial stability
- **EXCELLENT GOVERNMENT:** Fiscally balanced mix of desired services

# PROGRAM OVERVIEW

## FUND 410 CEMETERY OPERATIONS



CITY OF  
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| ONGOING                              | ONE-TIME                                    |
|--------------------------------------|---------------------------------------------|
| Items for resale (markers) \$220,000 | Cemetery Office Window Replacement \$25,000 |
| Public utility service \$132,000     | SmithCo Lifter \$50,000                     |
| Banking Fees \$20,000                | Wide Area Mower Attachment \$20,000         |



# Budget Efficiency!



Public Works had also asked for a Kubota tractor. Instead of budgeting two tractors, staff researched a wide mowing attachment for this tractor to share equipment and save \$90,000. The attachment remains in the Cemetery budget.

# DIFFICULT CHOICES

## FUND 410 CEMETERY OPERATIONS



| ITEM                       | ASKED     | EXEC                      |
|----------------------------|-----------|---------------------------|
| Seasonal Help (Irrigation) | \$28,000  | \$0                       |
| Wide Area Mower            | \$110,000 | \$20,000 (for attachment) |



# Fund 415 Cemetery Development

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## FUND 415 CEMETERY DEVELOPMENT



CITY OF  
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- Long-term Planning: Per Sumner Municipal Code, 20% of all lot sales go into the Development Fund to plan for future expansion and programs;
  - Continue to follow the Cemetery Master Plan for future expansion;
  - The Sumner Cemetery is one of very few with sufficient land for planned expansions.
- Meet Changing Needs: Final wishes change over time. The Sumner Cemetery recently developed a green burial program in response to customer needs.

# MANDATES

## FUND 415 CEMETERY DEVELOPMENT



| What                                                  | By Who? | Funded? |
|-------------------------------------------------------|---------|---------|
| 20% of all lot sales deferred to the Development Fund | SMC     | N/A     |

# BUDGET IMPACTS

## FUND 415 CEMETERY DEVELOPMENT



- Rising costs impact both Sumner Cemetery and its customers;
- The 2025/2026 budget will continue the implementation of an irrigation system to provide efficiency and maximize both staff and natural resources;
- Tree planting will screen adjacent properties that create unpleasant views from the developed areas.



# FULFILLING GOALS

## FUND 415 CEMETERY DEVELOPMENT



CITY OF  
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### WHICH ONES:

- Needed and valued services
- Cemetery Master Plan

### EXAMPLES HOW:

- Continue to offer new services to meet customer needs

# COUNCIL PRIORITIES

## FUND 415 CEMETERY DEVELOPMENT



- COMMUNITY CHARACTER: Balance the past with the future needs and desires of a changing community
- COMMUNITY CHARACTER: Investment in parks & open space
- EXCELLENT GOVERNMENT: Recruit & retain quality, diverse staff
- EXCELLENT GOVERNMENT: Focus on long-range financial stability
- EXCELLENT GOVERNMENT: Fiscally balanced mix of desired services

# PROGRAM OVERVIEW

## FUND 410 CEMETERY OPERATIONS



CITY OF  
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| ONGOING                                         | ONE-TIME                     |
|-------------------------------------------------|------------------------------|
| <i>No ongoing costs in the Development Fund</i> | Tree Screening \$15,000      |
|                                                 | Irrigation Project \$400,000 |
|                                                 | Water Connection \$15,000    |



# Fund 440 Animal Control

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## FUND 440 ANIMAL CONTROL



- As a lead agency (with Puyallup), provides animal control and sheltering services to 5 other member cities (via contract);
- Metro officers respond to animals in distress, including cases of animal cruelty, and neglect, and lost pets;
- Metro operates a shelter that reunites lost pets with owners, and finds homes for abandoned or surrendered animals, many of whom need intense care for health issues.

# MANDATES

## FUND 440 ANIMAL CONTROL



CITY OF  
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| What                                                                | By Who? | Funded? |
|---------------------------------------------------------------------|---------|---------|
| Minimum 14-day hold for seized case animals impacts available space | State   | No      |

# BUDGET IMPACTS

## FUND 440 ANIMAL CONTROL



CITY OF  
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- Increased rise in abandoned and surrendered pets affecting pet population
- Lack of availability for veterinary care and increased veterinary costs
- Undersized shelter space for animal, staff, and public needs
- License compliance continues to be a challenge  
(shortfall in license revenue targets are charged to member cities, including Sumner)
- Staffing over-relies on volunteer corps

# FULFILLING GOALS

FUND 440 ANIMAL CONTROL



## WHICH ONES:

- Needed and Valued Services

## EXAMPLES HOW:

- Tracking, analyzing, and forecasting number of pets and people served



# COUNCIL PRIORITIES

## FUND 440 ANIMAL CONTROL



- PUBLIC SAFETY: Progressive, collaborative & systemic social service solutions
- PUBLIC SAFETY: Partnership with community to address criminal activity
- EXCELLENT GOVERNMENT: Focus on long-range financial stability
- EXCELLENT GOVERNMENT: Fiscally balanced mix of desired services
- EXCELLENT GOVERNMENT: Responsive to and engaged with the community
- EXCELLENT GOVERNMENT: Leverage partnerships for enhanced service

# PROGRAM OVERVIEW

## FUND 440 ANIMAL CONTROL



CITY OF  
**SUMNER**  
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| ONGOING                                | ONE-TIME              |
|----------------------------------------|-----------------------|
| Spay/Neuter Services \$63,076          | CCTV Upgrade \$32,000 |
| Dispatch Services \$120,290            |                       |
| Bankcard Fees \$10,480                 |                       |
| BWC Program \$14,800                   |                       |
| Veterinary and other services \$22,100 |                       |

# PERSONNEL CHANGES

## FUND 440 ANIMAL CONTROL



CITY OF  
**SUMNER**  
WASHINGTON

2 new animal care technicians

|              | Wages/Benefits   |
|--------------|------------------|
| 2025         | \$173,186        |
| 2026         | \$179,594        |
| <b>Total</b> | <b>\$352,780</b> |

- 2024 Staffing = 1.0 FTE (2 employees)
  - currently over hired at 2.1 FTE (3 employees)
- 2025 would maintain over hire and increase a .45 part time employee to full time (2.6 FTE, 3 employees)



# Fund 550 Fleet Operations

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## FUND 550 FLEET OPERATIONS



- Maintain vehicles, heavy equipment, specialized equipment and power tools in good repair and use.
- Internal service fund is supported by user departments.

# MANDATES

## FUND 550 FLEET OPERATIONS



| What                                                    | By Who? | Funded?                                       |
|---------------------------------------------------------|---------|-----------------------------------------------|
| State requirements to procure alternative fuel fleets   | State   | No (some grants available for infrastructure) |
| Changes in gas tax collections greatly impact this fund | State   | No                                            |

# BUDGET IMPACTS

## FUND 550 FLEET OPERATIONS



- Conversion to alternative fuel vehicles impacts every aspect of department, including infrastructure, training, parts, etc.

# FULFILLING GOALS

## FUND 550 FLEET OPERATIONS



### WHICH ONES:

- Needed and valued services
- Transportation;
- Parks, Open Space, and Trails;
- Emergency Management

### EXAMPLES HOW:

- Maintain and repair critical equipment needed to address City needs



# PROGRAM OVERVIEW

FUND 550 FLEET OPERATIONS



| ONGOING        | ONE-TIME |
|----------------|----------|
| Fuel \$358,750 |          |

# COUNCIL PRIORITIES

## FUND 550 FLEET OPERATIONS



- PUBLIC SAFETY: Responsive & proactive policing
- PUBLIC SAFETY: Emergency preparedness
- EXCELLENT GOVERNMENT: Focus on long-range financial stability
- EXCELLENT GOVERNMENT: Transparency in policy & actions



# Fund 555 Fleet Replacement

**2025-2026 BIENNIAL BUDGET**

# MAIN FUNCTIONS

## FUND 555 FLEET REPLACEMENT



- Fund and maintain a replacement schedule to ensure vehicles and equipment to maximize City resources
  - 2025/2026 Budget includes \$80,000 in General Fund/Finance to update the existing rate model

# MANDATES

## FUND 555 FLEET REPLACEMENT



| What                                                                                                  | By Who? | Funded? |
|-------------------------------------------------------------------------------------------------------|---------|---------|
| State requirements to procure alternative fuel fleets does not align with City's replacement schedule | State   | No      |
| Rate model to develop accrual assessments                                                             | SAO     | No      |

# BUDGET IMPACTS

## FUND 555 FLEET REPLACEMENT



- Supply chain issues remain a problem. Vehicles ordered are taking years to deliver;
- Infrastructure costs to implement an alternative fuel fleet are unbudgeted.
- Costs increases on new vehicles and equipment are exceeding inflation.

# FULFILLING GOALS

## FUND 555 FLEET REPLACEMENT



### WHICH ONES:

- Needed and valued services
- Transportation
- Parks, Open Space, and Trails
- Emergency Management

### EXAMPLES HOW:

- Maintain and repair critical equipment needed to address City needs



# PROGRAM OVERVIEW

## FUND 555 FLEET REPLACEMENT



CITY OF  
**SUMNER**  
WASHINGTON

### ONGOING

*All ongoing costs are in the Fund 550 Fleet Operations*

### ONE-TIME

Replacement Schedule \$615,000

# PROGRAM OVERVIEW

## FUND 555 FLEET REPLACEMENT



CITY OF  
**SUMNER**  
WASHINGTON

| Department                   | Vehicle                     | Accrued         | Add'l Contribution | Cost            |
|------------------------------|-----------------------------|-----------------|--------------------|-----------------|
| Emergency Management         | TBD (alternative fuel?)     | \$0             | \$45,000           | \$45,000        |
| City Hall Pool Car           | TBD                         | \$23,898        | \$21,102           | \$45,000        |
| Facilities (NEW)             | Truck/Van                   | \$0             | \$80,000           | \$80,000        |
| Police (Lieutenant) (NEW)    | TBD                         | \$0             | \$70,000           | \$70,000        |
| Police (Patrol) NEW          | Ford Police SUV             | \$0             | \$85,000           | \$85,000        |
| Utilities                    | Water Hydrant Service Truck | \$55,000        | \$90,000           | \$145,000       |
| Utilities Pretreatment (NEW) | TBD                         | \$0             | \$65,000           | \$65,000        |
| Metro Animal Services        | Truck                       | <u>\$80,000</u> | <u>\$0</u>         | <u>\$80,000</u> |
|                              | Totals                      | \$158,898       | \$456,102          | \$615,000       |

# COUNCIL PRIORITIES

FUND 555 FLEET REPLACEMENT



- EXCELLENT GOVERNMENT: Focus on long-range financial stability
- EXCELLENT GOVERNMENT: Transparency in policy & actions

# COMING UP



- September 30<sup>th</sup> Special Study Session
  - Information Technology
  - Parks
    - General Fund Parks Operations
    - Parks Capital Fund (310)
  - Facilities
    - General Fund Facilities Operations
    - Facilities Capital Fund (325)
    - Public Works Operations Facility

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

10/22 Fall Open House  
 12/10 EE Breakfast

**SEPTEMBER 30 (SSS)****BUDGET**

IT  
 Parks  
 Parks Capital  
 Facilities  
 Facilities Capital

**OCTOBER 7 (RCM)**

*Invocation – Steve Starr (retired)*

P SBLSD School District Update  
 PR DV Awareness  
 NB Ordinance No. XXXX – Amending Sumner Municipal Code 12.60 Park Rules  
 NB Ordinance No. 2897 Amending the 2023/2024 Biennial Budget

**OCTOBER 14 (SS)****BUDGET**

Property Tax  
 Misc Funds  
 REET  
 Debt Service  
 ARPA  
 Building Reserves

**OCTOBER 16 Wednesday (SSS @ 2PM)**

*1pm Wood & Main Ribbon Cutting*

**COMP PLAN**

- Elements 1-7

**OCTOBER 21 (RCM)**

PH Property Tax Ad Valorem  
 CA Stewart Road Bridge Contract Award  
 CA Parametrix Climate Planning Contract Award  
 CA Stewart Road Bridge - Construction Management Consultant Agreement  
 CA Washington Street Reconstruction- Design Consultant Agreement  
 CA West Valley Highway Sidewalks - Design Consultant Agreement  
 NB Stewart Road Bridge – PSE Easement Acquisition  
 NB Ordinance No. XXXX - 2025 Compensation Schedule  
 NB Ordinance No. XXXX – Personnel Policy Code Amendment

**OCTOBER 21 (SSS @ 6:15PM)**

Utility Rates/Changes  
 Budget Review (Unfunded items)  
 Financial Forecast Revenue Discussion

**OCTOBER 23 WEDNESDAY (SSS @ 6:00pm)**

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

- Council Appointment Interviews

**OCTOBER 28 (SS)****COMP PLAN**

Housing  
Land Use  
Environmental  
Hist/Cultural  
Critical Areas

**NOVEMBER 4 (RCM)**

UB Property Tax Ad Valorem Adoption  
NB Utility Rates  
NB Utility Tax Rate  
NB Council Appointment

**NOVEMBER 4 (SSS @ 6:15PM)**

2025 Legislative Priorities

**NOVEMBER 12 SS**

COMP Plan  
Transportation  
Capital Facilities

**NOVEMBER 18 (RCM)**

PH Budget  
P Council Swearing In  
NB 2025 Legislative Priorities  
NB Ordinance No. XXXX – Multifamily Residential Infill (HB 1042)  
NB Ordinance No. XXXX – Permit Review and Timeline (HB 1293 & 5290)  
NB Ordinance No. XXXX - Zoning Code Amendment for Essential Public Facilities  
NB Ordinance No. XXXX – Zoning Code Amendment – BESS

**NOVEMBER 18 (SSS @ 6:15PM)**

Budget Wrap-up  
Final Budget Amendment

**NOVEMBER 25 (RCM – CANCELLED)****DECEMBER 2 (RCM)**

PH Budget (Final)  
PH Comp Plan  
PH Final Budget Amendment  
PH Library Development Agreement

**DECEMBER 9 (SCM)**

NB Operations Facility Contract

**CITY COUNCIL AGENDA CALENDAR****Updated September 16, 2024**

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

UB Budget Adoption  
UB Final Budget Amendment  
UB Library Development Agreement

**DECEMBER 9 (SS @ 6:10PM))**

- Comp Plan Review Questions/Wrap Up

**JANUARY 6, 2025 (RCM)**

UB Comp Plan Adoption

**JANUARY 13, 2025 (SS)**

- Pierce Transit Long Range Plan Presentation

*Pending*

| MISC.                                                                                   | MISC.                                                                    | MISC.                                                                |
|-----------------------------------------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------|
| Short Term Rentals                                                                      | Ordinance – Refuse Collection<br>(Code Enforcement)                      | Resolution No. 1673 - Commerce Grant<br>Acceptance Cemetery Facility |
| CA State Homeland Security Program Grant<br>Acceptance for Small Unmanned Aerial System | Public Memorial Policy                                                   | Resolution 1673: Float Barn Grant<br>Acceptance                      |
| Ordinance Insurance Requirements                                                        | Ordinance 2895 - Amending SMC<br>Pretreatment Regulations, Chapter 13.18 |                                                                      |
| Sign Code Update (off premise)                                                          |                                                                          |                                                                      |
|                                                                                         | School Impact Fee Update                                                 |                                                                      |

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

**BUDGET**

|                                                                                                                                                                |                                       |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|--|
| 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. | November 1, 2024<br>November 15, 2024 |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|--|

# SEPTEMBER 2024

| Monday                                                                                                     | Tuesday                                                                                                                                                  | Wednesday                                                                                                                          | Thursday                                                                                                 | Friday    | Saturday  |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|-----------|-----------|
| <b>2</b>                                                                                                   | <b>3</b>                                                                                                                                                 | <b>4</b>                                                                                                                           | <b>5</b>                                                                                                 | <b>6</b>  | <b>7</b>  |
| <b>RECOGNIZED HOLIDAY</b><br><i>City Hall Closed</i>                                                       | 4:00PM (Hybrid)<br><b>Public Works Committee</b><br>6:00PM (Hybrid)<br><b>Regular Council Meeting</b><br>6:15PM (Hybrid)<br><b>Special Study Session</b> |                                                                                                                                    | 6:00PM<br><b>Planning Commission</b><br>(Hybrid)                                                         |           |           |
| <b>9</b>                                                                                                   | <b>10</b>                                                                                                                                                | <b>11</b>                                                                                                                          | <b>12</b>                                                                                                | <b>13</b> | <b>14</b> |
| 6:00PM<br><b>Study Session</b><br>(Hybrid)                                                                 |                                                                                                                                                          | 6:00PM <b>**CANCELLED**</b><br><del><b>Design Commission</b></del>                                                                 | 4:00PM<br><b>Finance Committee</b><br>(Hybrid)<br>4:30PM<br><b>Forestry/Parks Commission</b><br>(Hybrid) |           |           |
| <b>16</b>                                                                                                  | <b>17</b>                                                                                                                                                | <b>18</b>                                                                                                                          | <b>19</b>                                                                                                | <b>20</b> | <b>21</b> |
| 6:00PM<br><b>Regular Council Meeting</b><br>(Hybrid)<br>6:15PM<br><b>Special Study Session</b><br>(Hybrid) |                                                                                                                                                          | 12-5PM<br><b>Special Study Session</b><br>(Hybrid)<br><br>4:00PM <b>**CANCELLED**</b><br><del><b>Public Safety Committee</b></del> | 6:00PM<br><b>Planning Commission</b><br>(Hybrid)                                                         |           |           |
| <b>23</b>                                                                                                  | <b>24</b>                                                                                                                                                | <b>25</b>                                                                                                                          | <b>26</b>                                                                                                | <b>27</b> | <b>28</b> |
| 6:00PM<br><b>Study Session</b><br>(Hybrid)                                                                 |                                                                                                                                                          | 4:00PM<br><b>CD Committee</b><br>(Hybrid)                                                                                          | 6:00PM<br><b>Cultural Arts Commission</b><br>(Hybrid)                                                    |           |           |
| <b>30</b>                                                                                                  |                                                                                                                                                          |                                                                                                                                    |                                                                                                          |           |           |
| 6:00PM<br><b>Special Study Session</b><br>(Hybrid)                                                         |                                                                                                                                                          |                                                                                                                                    |                                                                                                          |           |           |

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 accommodation, please contact City Hall at (253) 299-5500, 24 hours in advance.

Name: Michelle Converse, CMC, City Clerk

City of Sumner  
1104 Maple Street | Sumner, Washington 98390 | 253-863-8300  
Website: [www.sumnerwa.gov](http://www.sumnerwa.gov)

# OCTOBER 2024

| Monday                                                                                                     | Tuesday                                             | Wednesday                                                                                                                          | Thursday                                                                                                 | Friday | Saturday |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|--------|----------|
|                                                                                                            | 1                                                   | 2                                                                                                                                  | 3                                                                                                        | 4      | 5        |
|                                                                                                            | 4:00PM<br><b>Public Works Committee</b><br>(Hybrid) |                                                                                                                                    | 6:00PM<br><b>Planning Commission</b><br>(Hybrid)                                                         |        |          |
| 7                                                                                                          | 8                                                   | 9                                                                                                                                  | 10                                                                                                       | 11     | 12       |
| 6:00PM<br><b>Regular Council Meeting</b><br>(Hybrid)                                                       |                                                     | 6:00PM<br><b>Design Commission</b>                                                                                                 | 4:00PM<br><b>Finance Committee</b><br>(Hybrid)<br>4:30PM<br><b>Forestry/Parks Commission</b><br>(Hybrid) |        |          |
| 14                                                                                                         | 15                                                  | 16                                                                                                                                 | 17                                                                                                       | 18     | 19       |
| 6:00PM<br><b>Study Session</b><br>(Hybrid)                                                                 |                                                     | 2:00PM<br><b>Special Study Session</b><br>(Hybrid)<br><br>4:00PM <b>**CANCELLED**</b><br><del><b>Public Safety Committee</b></del> |                                                                                                          |        |          |
| 21                                                                                                         | 22                                                  | 23                                                                                                                                 | 24                                                                                                       | 25     | 26       |
| 6:00PM<br><b>Regular Council Meeting</b><br>(Hybrid)<br>6:15PM<br><b>Special Study Session</b><br>(Hybrid) |                                                     | 4:00PM<br><b>CD Committee</b><br>(Hybrid)<br>6:00PM<br><b>Special Study Session</b><br>(Hybrid)                                    | 6:00PM<br><b>Cultural Arts Commission</b><br>(Hybrid)                                                    |        |          |
| 28                                                                                                         | 29                                                  | 30                                                                                                                                 | 31                                                                                                       |        |          |
| 6:00PM<br><b>Study Session</b><br>(Hybrid)                                                                 |                                                     |                                                                                                                                    |                                                                                                          |        |          |

*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 accommodation, please contact City Hall at (253) 299-5500, 24 hours in advance.*

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