



The Finance & Personnel Committee meeting is held using a hybrid model.

The public is welcome to attend the meeting in person at City Hall (First Floor 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: Greg Reinke, Pat Cole, Pat Clerget

Others Present: One members of the public virtually – left prior to the Sales Tax Report

Staff Present: Administrative Services Director (ASD) Jeff Steffens, Financial Services Manager (FSM) Dori Franich, and City Administrator (CA) Jason Wilson.

The meeting convened at 4:10 p.m. (technical difficulties) via Microsoft Teams. All committee members and staff onsite except for CA Wilson who attended virtually.

Committee Business

Ordinance No. 2894 Utility Taxes: ASD Steffens provided an update on the Ordinance including estimated revenue for the City and number of accounts potentially effected after receiving additional information from Puget Sound Energy. The effective date of the Ordinance has been moved to January 1, 2025 to provide ample customer notice. *Do Pass (Regular Business, September 16, 2024).*

Ordinance No. 2897 Amending the 2023/24 Biennial Budget: FSM Franich explained the changes proposed in the third quarter budget amendment. Many of the items had been discussed at previous Council or Committee meetings. *Do Pass (Regular Business, October 7, 2024)*

Surplus Authorization: ASD Steffens presented two surplus items, a Cemetery Toro Workman and a Ford dump truck from Public Works Operations. The estimated values of both items leave the Committee as final approvers. The Surplus process authorizes the sale, destruction or donation of City Assets. *Do Pass*

Recruitment and Negotiations Update:

Recruitment: ASD Steffens provided a verbal update:

- Recruitments:
 - Ann Seigenthaler will be retiring at the end of October and Chrissanda Walker has moved to Community Development effective September 1st and will focus on long-range planning. This has left a Planner vacancy in Development Services which we are currently recruiting for.
- Negotiations:
 - Staff began negotiations with the Teamsters Union this week. The Teamsters contract expires at the end of 2024
- Other:
 - To provide accurate information for open enrollment staff will be presenting the 2025 Compensation Schedule to both Committee and Council in October. Typically, this has been done at the end of the year as part of the budget adoption process.

Sales Tax Reporting: FSM Franich 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.*

With no further items, the meeting adjourned at 4:40 p.m.

Prepared by Administrative Services Director Jeff Steffens