



Members: Patrick Reed (Chair), Barbara Bitetto, Charla Neuman. Cindi Hochstatter (Alternate)

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

City Hall remains closed during Governor Inslee’s “Safe Start” order, a consequence of the Covid-19 pandemic. The public is invited to attend the meeting telephonically using the call-in instructions below, or join the meeting via the link below.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://sumnerwa-gov.zoom.us/j/82716990593>

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 669 900 6833 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099
or +1 301 715 8592

Webinar ID: 827 1699 0593

International numbers available: <https://sumnerwa-gov.zoom.us/j/kcEIY8fRJr>

CALL TO ORDER

Roll Call: Patrick Reed (Chair), Barbara Bitetto, Charla Neuman. (Alternate Cindi Hochstatter).

COMMITTEE BUSINESS

1. Motion to Approve Surplus

REPORTS

1. Covid-19 & Utility Billing Update
2. Monthly Sales Tax Report
3. Munis Implementation Update
4. Recruitment & Negotiation Update

ADJOURNMENT



SUBJECT: Motion to Approve Surplus

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Surplus 03102021
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STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

The Public Works Department is requesting the surplus of a Tiger brush mower. The equipment is beyond its useful life and replacement was budgeted in the 2021/2022 Biennial Budget. The estimated salvage value is approximately \$10,000, requiring approval from the Finance and Personnel Committee under Sumner Municipal Code 3.36.005.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 3/10/2021

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Approve motion surplus the Tiger 7740 brush mower and authorizing disposition.



MEMORANDUM

DATE: March 10, 2021
TO: Finance and Personnel Committee
FROM: Jeff Steffens, Administrative Services Director
CC:
RE: Surplus Authorization

The City of Sumner Public Works Department would like to surplus a brush mower. This equipment is beyond its useful life and was replaced as part of the 2021-22 Budget

Tiger
7740 Brush Mower
Estimated Value – \$10,000





SUBJECT: Covid-19 & Utility Billing Update

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

Staff will provide a verbal update on the continuing impact of the Covid-19 pandemic on utility billing, including currently proposed legislative actions.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Information only, no action required.



SUBJECT: Monthly Sales Tax Report

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Kassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND:

Staff will provide a review of the monthly sales tax remittance/analysis. Information is restricted to those with a current Department of Revenue Secrecy Clause Affidavit on file.

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

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Informational only; no action required.



SUBJECT: Munis Implementation Update

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

Staff will provide an update on the Munis Utility Billing and Human Resources/Payroll modules. This is a regularly scheduled informational item.

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

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Informational only; no action required.



SUBJECT: Recruitment & Negotiation Update

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

Staff will provide an update on current recruitment and negotiation activities.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Informational only; no action required.