



CITY COUNCIL MEETING AGENDA

City Hall – 1104 Maple Street

August 4, 2025 6:00 PM

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/86770026444>

Phone one-tap: +1 253 205 0468, 867 700 26444# +1 253 215 8782, 867 700 26444#

Join via audio: +1 253 205 0468 +1 253 215 8782 US

Webinar ID: 867 7002 6444

CALL TO ORDER

Pledge of Allegiance

Invocation - Steve Starr

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

The following items are distributed to Councilmembers in advance for study and review, and the recommended actions will be accepted in a single motion. Any item may be removed for further discussion if requested by a Councilmember.

CONSENT AGENDA

1. Approval of the meeting minutes from the July 7th and 21, 2025 regular council meetings, July 7th, 2025 special study session and the 14th and 28th of July study sessions.

PUBLIC HEARING

1. Transportation Benefit District Assumption

REGULAR BUSINESS

1. **Unfinished Business**
2. **Public Comment (Limit 3 minutes)**
Members of the community who wish to give public comment are strongly encouraged to attend the meeting via the ZOOM link or by telephone. If you are unable to attend the meeting, please submit your public comment in writing via email to the City Clerk at Michellec@sumnerwa.gov no later than 4:00pm on the day of the meeting. Please contact the City Clerk at 253-299-5590 with any questions.
3. **New Business**
4. **Reports**
 - a. Council
 - b. City Administrator
 - c. Mayor
5. **Executive Session**
6. **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.

SUBJECT: Approval of the meeting minutes from the July 7th and 21, 2025 regular council meetings, July 7th, 2025 special study session and the 14th and 28th of July study sessions.

CATEGORY: Consent

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. July 7, 2025 Regular Council Meeting Minutes
2. July 7, 2025 Special Study Session Minutes
3. July 14, 2025 Study Session Minutes
4. July 21, 2025 Regular Council Meeting Minutes
5. July 28, Study Session Minutes

STAFF CONTACT: Michelle Converse, City Clerk

SUMMARY BACKGROUND:

Minutes from July council meetings.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Approve as presented.



The city conducted this public meeting using a hybrid model, in-person and on the Zoom platform.

Staff present: Wilson, Marquez, Windish, Moericke, Steffens, Palmer, Raymond, Beagle, Kosa and Converse

THE REGULAR MEETING OF THE SUMNER CITY COUNCIL WAS CALLED TO ORDER BY MAYOR HAYDEN AT 6:00PM.

CALL TO ORDER

Pledge of Allegiance

Invocation

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

COUNCILMEMBER COLE WAS ABSENT. SHE NOTIFIED THE MAYOR AND THE CITY ADMINISTRATOR.

MOVED BY BOWMAN SECONDED BY ELFERSTO EXCUSE COUNCILMEMBER COLE. MOTION PASSED BY VOICE VOTE.

Mayor Hayden announced that tonight's agenda has been amended. Item #3 on the Consent Agenda has been removed.

CONSENT AGENDA

MOVED BY BOWMAN SECONDED BY ELFERS TO APPROVE THE CONSENT AGENDA CONSISTING OF:

1. Resolution NO. 1724 – RAVE Foundation Donation Acceptance
2. Approval of the minutes from June 16, 2025, regular council meeting, and the June 22, 2025, study session.
3. ~~Pavement Crack Seal—Change Order~~

PASSED BY VOICE VOTE.

PUBLIC HEARING

1. Ordinance No. XXXX – Formation of a Transportation Benefit District

Mayor Hayden opened the hearing at 6:04pm, and called on Communications Director Carmen Palmer.

Spoke at the Public Hearing:
Randall Adams, Sumner, WA.
Mike Herbert, Sumner, WA

With no additional comments from the public or Council, Mayor Hayden closed the Public Hearing at 6:16pm.

REGULAR BUSINESS

1. Unfinished Business

2. Public Comment

Randall Adams, 15013 63rd Street Court East.

3. New Business

a. Ordinance No. 2927 – Amending Sumner Municipal Code Chapter 2.100 – Personnel Policies

COUNCILMEMBER BITETTO MOVED TO APPROVED ORDINANCE NO. 2927 – AMENDING SUMNER MUUNICIPAL CODE CHAPTER 2.100 – PERSONNEL POLICIES SECONDED BY COUNCILMEMBER ELFERS.

Deputy City Administrator Jeff Steffens spoke.

Randall Adams, Sumner, WA commented.

PASSED BY ROLL CALL VOTE.

b. Ordinance No. 2928 – Amending Sumner Municipal Code Chapter 2.116 – Employee Recognition Program

COUNCILMEMBER REINKE MOVED TO APPROVED ORDINANCE NO. 2928 – AMENDING SUMNER MUUNICIPAL CODE CHAPTER 2.116 – EMPLOYEE RECOGNITION PROGRAM. SECONDED BY COUNCILMEMBER KENNA.

Deputy City Administrator Jeff Steffens spoke.

Elfers and Kenna commented.

PASSED BY ROLL CALL VOTE

3. Reports

a. Council

Councilmember Reinke attended the Association of Washington Cities the week prior in Kennewick, WA. He reported it was a valuable experience, with informative presentations and the opportunity to network with fellow councilmembers. Over the Fourth of July holiday, he traveled east of the mountains and spent time with his newest granddaughter

Councilmember Kenna attended the recent Night Market and encouraged everyone to explore and participate in the various activities taking place throughout the community. He concluded his comments by reminding residents to sign up for the City's newsletter to stay informed about upcoming events and news.

Deputy Mayor Bowman also attended the AWC Conference, she learned a lot. She also attended the Night Market; it was very small but an excellent opportunity to talk to the makers and support local.

Deputy Mayor Bowman also attended the AWC Conference and shared that she learned a great deal from the sessions and discussions. In addition, she attended the recent Night Market. While it was a smaller event, she found it to be an excellent opportunity to connect with local makers.

Councilmember Bitetto announced the scheduled locations for this season's Music off Main.

Councilmember Clerget had no comments this evening.

Councilmember Elfers also attended the AWC Conference.

b. City Administrator

City Administrator Jason Wilson shared the following:

Upcoming Policy Issues:

- July 7, 2025 – Special Study Session
 - Parking Garage Construction Mitigation
- July 14, 2025 – Study Session
 - East Pierce Fire and Rescue annual update
 - Interlocal with the City of Bonney Lake for Municipal Court Services
- July 21, 2025 – Regular Council Meeting
 - Ordinance – Formation a Transportation Benefit District
 - Contract with PSE for City Hall EV Chargers
 - Three Fryar Ave Trail Partial Land Acquisition – Crane, Park Plaza and Raymond Tibeau Living Trust
 - Microsoft Annual License Renewal
 - Purchase and Sale Agreement with Sonoco for Acquisition of Water Rights
 - Resolution: Port of Everett ILA - Cooperative Purchasing
 - Resolution – Interlocal Agreement with the City of Bonney Lake for Court Services
 - Resolution accepting a grant for Therapeutic Court
 - Resolution setting the Public Hearing date for Assumption of a Transportation Benefit District
 - Ordinance 2nd Quarter Budget Amendment (Kassandra)

Personnel Issues:

- Daron Uphaus has officially retired from the City of Sumner. Daron worked for the City for 28 years, ending his career as the Public Works Operations Superintendent. For years you probably saw Daron working events and maintaining our infrastructure. He always had a positive and helpful attitude. Daron shared with me earlier today about how much he loved working for the City and

appreciates everything that the city leadership has done over the years to make Sumner a great community and place to work. Daron will officially be recognized next week at a department BBQ. If you are interested in attending the event, please let Jeff Steffens know.

- **Rhubarb Days:** I want to recognize Sumner Main Street Executive Director Lori Waltier and President Nicole Wilsey (both present) for the excellent job they did putting on Rhubarb Days.

c. **Mayor**

Mayor Hayden shared the Music off Main schedule. The Night Market is every Wednesday night from 5:00pm to 7:00pm,

4. Executive Session

There was no Executive Session tonight.

5. Adjournment

With no additional business before the council, Mayor Hayden adjourned the meeting at 6:44pm. Councilmembers concurred.

ATTEST:

Michelle Converse, CMC, City Clerk

Kathy Hayden, Mayor



Staff present: Wilson, Marquez, Palmer, Windish, Kosa, Steffens, and Beagle

Councilmembers present: Bitetto, Bowman, Clerget, Elfers, Kenna and Reinke

THE MEETING WAS CALLED TO ORDER AT 6:00PM BY MAYOR HAYDEN.

COUNCILMEMBER COLE WAS ABSENT.

A MOTION TO EXCUSE COUNCILMEMBER COLE WAS MADE BY BY
COUNCILMEMBER BITETTO, SECONDED BY BOWMAN. PASSED 6-0.

STUDY SESSION BUSINESS

1. **Parking Garage Construction Mitigation**

City Administrator Jason Wilson and Economic and Community Development Director Ryan Windish

EXECUTIVE SESSION

ADJOURNMENT

The meeting was adjournment at 7:22PM.

Michelle Converse, City Clerk

Attest:

Kathy Hayden, Mayor



Staff present: Marquez, Kosa, Steffens, Moericke and Beagle

Councilmembers present: Bitetto, Cole, Clerget, Elfers, Kenna and Reinke

THE MEETING WAS CALLED TO ORDER AT 6:00PM BY MAYOR HAYDEN.

DEPUTY MAYOR BOWMAN WAS ABSENT.

A MOTION WAS MADE BY ELFERS TO EXCUSE DEPUTY MAYOR BOWMAN BY COUNCILMEMBER BITETTO, SECONDED BY ELFERS. PASSED 5-0.

STUDY SESSION BUSINESS

1. East Pierce Fire and Rescue Annual Update
Deputy City Administrator Jeff Steffens and EPFR Chief Jon Parkinson
2. Resolution No. 1726 – Interlocal Agreement with the City of Bonney Lake for Municipal Court Services
Deputy City Administrator Jeff Steffens and City Attorney Andrea Marquez

CITY ADMINISTRATOR REPORT

AGENDA SETTING

1. Council Meeting Agenda Calendar
2. Council Committee Meeting Calendar

ADJOURNMENT

The meeting was adjournment at 6:51PM.

Michelle Converse, City Clerk

Attest:

Kathy Hayden, Mayor



The city conducted this public meeting using a hybrid model, in-person and on the Zoom platform.

Staff present: Wilson, Marquez, Windish, Moericke, Steffens, Palmer, Raymond, Beagle, Kosa and Converse

THE REGULAR MEETING OF THE SUMNER CITY COUNCIL WAS CALLED TO ORDER BY MAYOR HAYDEN AT 6:00PM.

CALL TO ORDER

Pledge of Allegiance

Invocation Pastor Chris Lumsden

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

COUNCILMEMBERS ELFERS, KENNA AND DEPUTY MAYOR BOWMAN WERE ABSENT. PROPER NOTIFICATION WAS MADE.

MOVED BY COLE SECONDED BY CLERGET TO EXCUSE COUNCILMEMBER KENNA. MOTION PASSED BY VOICE VOTE.

MOVED BY BITETTO SECONDED BY REINKE TO EXCUSE COUNCILMEMBER ELFERS. MOTION PASSED BY VOICE VOTE.

MOVED BY REINKE SECONDED BY BITETTO TO EXCUSE DEPUTY MAYOR BOWMAN. MOTION PASSED BY VOICE VOTE.

Mayor Hayden announced that tonight's agenda has been amended to include an Executive Session for the purposes of discussing with legal counsel pending or threatened litigation per RCW 42.30.110(1)(i).

CONSENT AGENDA

MOVED BY BITETTO SECONDED BY CLERGET TO APPROVE THE CONSENT AGENDA CONSISTING OF:

1. Fryar Ave Trail Partial Land Acquisition - Raymond Tibeau Living Trust
2. Fryar Ave Trail Partial Land Acquisition - Crane
3. Fryar Ave Trail Partial Land Acquisition - Park Plaza
4. Resolution No.1725 - Port of Everett Interlocal Agreement Cooperative Purchasing
5. Purchase and Sale Agreement with Sonoco for Acquisition of Water Rights
6. Resolution No. 1726 - Interlocal Agreement with the City of Bonney Lake for Municipal Court Services
7. Annual Microsoft License Renewal
8. Resolution No. 1727 - Therapeutic Court Grant Acceptance
9. Pavement Crack Seal - Change Order

10. Approval of the checks and electronic payments in the amount of \$12, 667,834.64

PASSED BY VOICE VOTE.

PUBLIC HEARING

REGULAR BUSINESS

1. Unfinished Business

a. Ordinance No. 2931 - Forming a Transportation Benefit District

MOVED BY COLE TO ADOPT ORDINANCE NO. 2931 – FORMING A TRANSPORTATION BENEFIT DISTRICT. SECONDED BY REINKE.

Communications Director Carmen Palmer addressed the Council.

Since there was a Public Hearing on July 7th, there were no Public Comments taken.

PASSED BY ROLL CALL VOTE.

2. Public Comment

Randall Adams, 15013 63rd Street Court East.

3. New Business

a. Resolution No. 1728 - Setting a Public Hearing Date for Transportation Benefit District Assumption

COUNCILMEMBER CLERGET MOVED TO APPROVE RESOLUTION NO. 1728 – SETTING A PUBLIC HEARING DATE FOR TRANSPORTATION BENEFIT DISTRICT SECONDED BY COUNCILMEMBER COLE.

Communications Director Carmen Palmer spoke to the item.

PASSED BY ROLL CALL VOTE.

b. Ordinance No. 2930 - Amending Sumner Municipal Code 2.100.670 - Bereavement Leave

COUNCILMEMBER REINKE MOVED TO APPROVE ORDINANCE NO. 2930 – AMENDING SUMNER MUNICIPAL CODE CHAPTER 2.100.670 – BEREAVEMENT LEAVE. SECONDED BY COUNCILMEMBER BITETTO.

Deputy City Administrator Jeff Steffens spoke.

PASSED BY ROLL CALL VOTE.

c. Ordinance No. 2929 - Amending the 2025/2026 Biennial Budget

COUNCILMEMBER BITETTO MOVED TO APPROVE ORDINANCE NO. 2929 – AMENDING THE 2025/2026 BIENNIAL BUDGET SECONDED BY COUNCILMEMBER REINKE.

Chief Financial Officer Kassandra Raymond spoke.

PASSED BY ROLL CALL VOTE.

3. Reports

a. Council

Councilmember Cole gave a report for the June 17, 2025, Pierce County Regional Council meeting. Councilmember Elfers also attended. The meeting primarily focused on a Pierce County Transit update.

Councilmember Clerget had no comments this evening.

Councilmember Reinke shared that he recently attended an event at Loyalty Park with his grandchildren, hosted by Faith Covenant Church. He extended his thanks to the church for organizing it. He also announced the passing of an East Pierce Fire and Rescue firefighter and offered his condolences. He concluded his remarks by reminding everyone to stay cool and hydrated during the hot weather.

Councilmember Bitetto announced the passing of a former long-serving Sumner Police Chief earlier today and extended her heartfelt condolences. She concluded her report by expressing gratitude to first responders for their dedicated service to the community and asked everyone to keep their families in their thoughts and prayers.

b. City Administrator

City Administrator Jason Wilson shared the following:

Upcoming Policy Issues:

- July 28, 2025 – Study Session
 - Mid-Year workplan updates
 - Heritage Park Update
- August 4, 2025 – Regular Council Meeting
 - Public Hearing for the Assumption of the Transportation Benefit District
- August 4, 2025 – Special Study Session
 - Strategic Tourism Plan Update

Miscellaneous:

- The City is currently asking water customers to reduce their water use. This is necessary because our storage capacity is not recovering overnight (meaning we are using more water than we are pumping). Please consider taking steps to reduce water use by irrigating less frequently, not washing your car at home, not pressure washing, taking shorter showers and running full loads of dishes and laundry. Every little bit helps. For the foreseeable future, the City will be suspending all irrigation of city parks and facilities, focusing our efforts only on our tree and plant assets that will not survive without routine watering.
- The Finance and Personnel Committee approved the surplus of 13 benches that were formerly located in Heritage Park and downtown. These benches will be available on a first come first serve basis on Tuesday, July 29th from 8-10am. There is a limit of one per person. Any remaining benches will be disposed of via public auction or disposal. More information will be posted on our website tomorrow.

c. **Mayor**

Mayor Hayden shared the remainder Music off Main schedule.

MAYOR HAYDEN RECESSED THE REGULAR COUNCIL MEETING INTO EXECUTIVE SESSION AT 6:37PM FOR A PERIOD OF 15 MINUTES TO DISCUSS WITH LEGAL COUNSEL PENDING OR THREATENED LITIGATION. THERE WILL BE NO ACTION TO FOLLOW.

4. Executive Session

5. Adjournment

Mayor Hayden reconvened the regular meeting at 6:55pm and announced the meeting was adjourned.

ATTEST:

Michelle Converse, CMC, City Clerk

Kathy Hayden, Mayor



Staff present: Wilson, Palmer, Windish, Barry, Kosa, O-Haver-Ayala, Steffens, Marquez, Raymond, Moericke, Beagle

Councilmembers present: Bitetto, Bowman, Cole, Clerget, Elfers, Kenna and Reinke

THE MEETING WAS CALLED TO ORDER AT 6:00PM BY MAYOR HAYDEN.

DEPUTY MAYOR BOWMAN WAS ABSENT.

STUDY SESSION BUSINESS

1. Mid-Year Workplan Update
City Administrator Jason Wilson
2. Heritage Park Update
City Administrator Jason Wilson

CITY ADMINISTRATOR REPORT

AGENDA SETTING

1. Council Meeting Agenda Calendar
2. Council Committee Meeting Calendar

ADJOURNMENT

The meeting was adjournment at 7:21PM.

Michelle Converse, City Clerk

Attest:

Kathy Hayden, Mayor

SUBJECT: Transportation Benefit District Assumption**CATEGORY:** Public Hearings

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Presentation

STAFF CONTACT: Carmen Palmer, Communications Director

SUMMARY BACKGROUND:

In making difficult priority decisions for the 2025-2026 Biennial Budget, road maintenance did not get funded as high as staff or council would have preferred. As an alternative funding source for street maintenance, the City Council asked staff to review the process for a Transportation Benefit District (TBD) in 2025. The State established TBDs as a funding mechanism local governments could use for a number of reasons, the most popular being roadway maintenance. Many cities in Pierce County established TBDs and have been utilizing them for quite a few years.

In February and March, Council reviewed the process for forming and funding a TBD as well as the benefits and drawbacks. They asked staff to proceed with formation. The State outlines a three-step process for TBDs:

- 1) A City must form the new district. (The ordinance to form the new district is earlier on this agenda.)
- 2) The City may have their Council assume leadership of the district rather than having a separate board or process, which requires a public hearing.
- 3) The City must decide how it's going to fund the district from the variety of choices outlined by State law.

With this public hearing, Council will receive public comment on assuming leadership of a Transportation Benefit District (TBD).

Written comments must be submitted by 4pm the day of the hearing to the City Clerk, Michelle Converse at michellec@sumnerwa.gov.

Per MRSC:

"Any city or county that forms a TBD with boundaries that are coterminous with the boundaries of the city or county may 'assume' all of the TBD's rights, powers, functions, and obligations, with the result that the TBD ceases to exist as a separate legal entity ([Chapter 36.74 RCW](#)).

The city or county legislative authority must first hold a public hearing according to the requirements of [RCW 36.74.020-.030](#). If, after the hearing, the legislative authority determines that 'public interest or welfare would be satisfied' by the assumption of the TBD, it passes an ordinance or resolution that abolishes the TBD governing body and vests the city or county legislative authority with all the rights, powers, functions, and obligations that the TBD governing body possessed."

Although this step is not required to form and fund a TBD, most other cities that have established TBDs have also assumed their powers.

COUNCIL COMMITTEE/STUDY SESSION: Multiple Study Sessions

MEETING/STUDY SESSION DATE: 6/23/2025
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COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Assuming Leadership of a Transportation Benefit District

August 4, 2025



Why Assume?

With Assumption

- Council is the leadership board for the TBD as well.
- TBD business decisions can be made at Council meetings.
- Reporting is cleaner for Finance.
- More efficient and predictable.

Without Assumption

- Council or other group may lead the TBD.
- TBD business decisions must be held at separate meetings.
- Could be more confusing to the public.

Process from Here

☒ **Form the TBD**
Public Hearing 7/7
Ordinance (Formation)
7/21 Council Mtg



Assume the TBD

☒ Resolution setting
Public Hearing 7/21
☒ Notice 7/23 & 7/30
**- Public Hearing
8/4 Council Mtg**

- Ordinance
(Assumption)
8/18 Council Mtg



Funding the TBD

- Ordinance
(Funding)
9/2 Council Mtg

Collection Goal: beginning in 2026