



*The Finance & Personnel Committee meeting is held using a hybrid model. The public is welcome to attend the meeting in person at City Hall (Second 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:** Barbara Bitetto, ~~Carla Bowman~~, Pat Cole (Chair), Greg Reinke

**Others Present:** One virtual attendee.

**Staff Present:** Deputy City Administrator (DCA) Jeff Steffens and Chief Financial Officer (CFO) Kassandra Raymond.

The meeting convened at 4:00 p.m.

**Committee Business**

**Ordinance No. 2932 Updating Model Business License Exemption Threshold:** CFO Raymond reviewed this ordinance which increases the exemption threshold for needing a business license. CFO Raymond answered Committee questions. *Do Pass (New Business, August 18, 2025)*

**Ordinance No. 2933 Amending SMC 13.20.040 Sewer Rate:** DCA Steffens reviewed this ordinance which modifies the months used to create the residential Sewer Winter Average. *Do Pass (New Business, August 18, 2025)*

**Motion: Approval of Surplus:** DCA Steffens presented three items for surplus:

Item	Unit	Est Value	Reason
Ford F250 Animal Control Truck	22-112	\$7,000	Damaged/obsolete/replaced
2001 Wilson Generator	n/a	\$1,000	Damaged/obsolete/replaced
Electrical Control Cabinet	n/a	\$2,000	No longer in use.
Electric Trolley and Chain Hoist	n/a	\$1,500	No longer in use.
30 Conference Room Charis	n/a	\$25/each	No longer in use.
8 Executive Office Chairs	n/a	\$50/each	No longer in use.

All items have estimated values that fall within the Committee’s surplus authority. *Do Pass*

**Recruitment and Negotiations Update:**

Recruitment: ASD Steffens provided a verbal update:

- Current open recruitments.
  - Mechanic I/II to replace a recently resigned employee.
  - Animal Control Shelter Assistant
- Negotiations:

- Staff is currently in negotiations with the Teamsters Union. The Teamsters contract expired at the end of 2024. The next negotiation session is scheduled for August 11<sup>th</sup>.

*Note: All community members left the meeting prior to the sales tax report.*

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

**Other Items:** None

With no further items, the meeting adjourned at 4.36 p.m.

Prepared by Deputy City Administrator Jeff Steffens