



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 (virtual), Pat Cole (Chair) (virtual)

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

Resolution No. 1730 Authorizing Petty Cash: CFO Raymond reviewed the resolution which amends the existing authorization to add change and petty cash funds for the Sumner Senior Center. CFO Raymond answered Committee questions. *Do Pass (Consent Agenda, October 6, 2025)*

Recruitment and Negotiations Update:

Recruitment: ASD Steffens provided a verbal update:

- The City has hired a Mechanic to fill an open position in PW Shops;
- Offboarding of seasonal employees and interns is currently in process;
- Current open recruitments.
 - Community Services Officer – the City's current CSO is moving through the testing process to become a Police Officer;
 - Contract Administrator – the City's current Contract Administrator is relocating out of state.
- Negotiations:
 - Staff is currently in negotiations with the Teamsters Union. The Teamsters contract expired at the end of 2024. DCA Steffens answered Committee question.

FY2024 Audit Status: CFO Raymond reviewed the FY2024 audit status. This will be a regular reporting item until the completion of the audit. *No further Committee action required at this time.*

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 Chief Financial Officer Kassandra Raymond