



CITY COUNCIL MEETING MINUTES
City Hall – 1104 Maple Street
August 18, 2025 6:00 PM

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

Staff present: Wilson, Marquez, Windish, Moericke, Palmer, Steffens, 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 – Deacon Eric Paige

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

COUNCILMEMBER REINKE WAS ABSENT, MOVED BY DEPUTY MAYOR BOWMAN SECONDED BY BITETTO TO EXCUSE COUNCILMEMBER REINKE FROM THE MEETING.

PASSED BY VOICE VOTE.

CONSENT AGENDA

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

1. Resolution 1729 - Interlocal Agreement with the City of Auburn for White River Mitigation Funding
2. White River Restoration - Design Consultant Contract Amendment
3. White River Restoration - Dialogue Group Facilitation Contract Amendment
4. Operations Facility - Puget Sound Energy Contract
5. City Hall Electric Vehicle Chargers - Puget Sound Energy Contract
6. 166th Avenue East Widening & Improvements - Design Consultant Agreement Supplement
7. Water System Improvements - Consultant Contract Award
8. Approval of the checks and electronic payments in the amount of \$12,230,514.53.
9. Approval of the Council Meeting minutes from the August 4, 2025, regular council meeting.

PASSED BY VOICE VOTE.

PUBLIC HEARING

No items tonight.

REGULAR BUSINESS

1. Unfinished Business

- a. **Ordinance No. 2935 - Assuming Leadership of Sumner's Transportation Benefit District**
MOVED BY CLERGET SECONDED BY COLE TO ADOPT ORDINANCE NO. 2935 – ASSUMING LEADERSHIP OF SUMNER’S TRANSPORTATION BENEFIT DISTRICT.

Communications Director Carmen Palmer spoke to the item.

Since there was a previous Public Hearing held on this item on August 4, 2025, no public comment was made.

No comments from Council.

PASSED BY ROLL CALL VOTE.

2. Public Comment

Tina Burnett – Sumner
Nick Biermann – Sumner
Randall Adams – Sumner
Melissa Fox – Spanaway

3. New Business

a. Ordinance No. 2932 - Updating Model Business License Exemption Threshold

MOVED BY COLE SECONDED BY CLERGET TO APPROVE ORDINANCE
NO. 2932 – UPDATING MODEL BUSINESS LICENSE EXEMPTION THRESHOLD

City Attorney Andrea Marquez addressed the council.

Councilmember Kenna asked a question,
No comments or questions from the public.

PASSED BY ROLL CALL VOTE.

b. Ordinance No. 2933 – Amending Sumner Municipal Code 13.20.040 for Sewer Winter Averages

MOVED BY BITETTO SECONDED BY CLERGET TO APPROVE ORDINANCE
NO. 2933 – AMENDING SUMNER MUNICIPAL CODE 13.20.040 FOR SEWER WINTER AVERAGES.

Deputy City Administrator Jeff Steffens.

Discussion ensued.

PASSED BY ROLL CALL VOTE.

4. Reports

a. Council

Councilmember Kenna had no report tonight.

Deputy Mayor Bowman participated as a judge the Chalk Art Festival in Loyalty Park.

Councilmember Clerget thanked the Sumner High School Band for organizing the car show.

Councilmember Cole had no comments tonight.

Councilmember Elfers no comments tonight.

Councilmember Bitetto had no report tonight.

b. City Administrator

City Administrator Jason Wilson shared the following:

Upcoming Policy Issues:

- August 25, 2025 – Study Session
 - YMCA Update
 - UGA Annexation Discussion
- September 1, 2025 – Regular Council Meeting is cancelled due to Labor Day. There will not be a meeting on Tuesday, September 2nd.

Miscellaneous:

- For over a decade the City has contracted with a third party for Senior Center Services. From time to time, it's important to evaluate the cost effectiveness and service levels of the contract. Based on those factors, the executive department felt it was necessary to terminate the private agreement for senior center services. Over the next few weeks, the City will reassume the daily operations and management of the center. There is no anticipated service disruption. We thank Stafford Suites and Care Partners for their stewardship over the past twelve years.
- On October 1st, the City will provide the Ryan heirs the opportunity to review and collect any items that were salvaged from the Ryan House. More information about the process can be found on our website by the end of this week.

c. Mayor

Mayor Hayden announced the opening of the new mini pitch at Seibenthaler Park on August 20, 2025.

EXECUTIVE SESSION

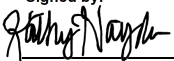
There was no Executive Session tonight.

ADJOURNMENT

With no additional business before the council, Mayor Hayden adjourned the meeting at 6:31pm. Councilmembers concurred.

ATTEST:

Signed by:



Kathy Hayden, Mayor

DocuSigned by:



Michelle Converse, CMC, City Clerk

Certificate Of Completion

Envelope Id: C70D5311-29C6-4308-BE57-DB78CBC72F7C

Status: Completed

Subject: Complete with Docusign: Minutes - August 18, 2025 (1).docx, Minutes - August 25, 2025 (1).docx,...

Source Envelope:

Document Pages: 5

Signatures: 6

Envelope Originator:

Certificate Pages: 5

Initials: 0

Michelle Converse

AutoNav: Enabled

1104 Maple St

Envelopeld Stamping: Enabled

Sumner, WA 98390

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

MichelleC@sumnerwa.gov

IP Address: 50.216.105.106

Record Tracking

Status: Original

Holder: Michelle Converse

Location: DocuSign

9/16/2025 9:29:18 AM

MichelleC@sumnerwa.gov

Signer Events**Signature****Timestamp**

Kathy Hayden

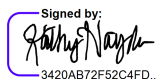
khayden@sumnerwa.gov

Mayor Kathy Hayden

City of Sumner

Security Level: Email, Account Authentication
(None)

Signed by:


3420AB72F52C4FD...

Sent: 9/16/2025 9:30:46 AM

Viewed: 9/16/2025 12:51:50 PM

Signed: 9/16/2025 12:52:33 PM

Signature Adoption: Drawn on Device

Using IP Address: 50.216.105.106

Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 9/16/2025 12:51:50 PM

ID: 24e2c42d-9429-4c76-b4ab-5ee0aa30cac5

Michelle Converse

MichelleC@sumnerwa.gov

City Clerk

City of Sumner

Security Level: Email, Account Authentication
(None)

DocuSigned by:


9BA22DE678404D1...

Sent: 9/16/2025 12:52:34 PM

Viewed: 9/17/2025 10:17:48 AM

Signed: 9/17/2025 10:17:56 AM

Signature Adoption: Uploaded Signature Image

Using IP Address:

2601:603:e81:1e00:989c:60bd:c29e:ce51

Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

9/16/2025 9:30:46 AM

Certified Delivered

Security Checked

9/17/2025 10:17:48 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	9/17/2025 10:17:56 AM
Completed	Security Checked	9/17/2025 10:17:56 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Zones OBO City of Sumner (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Zones OBO City of Sumner:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: noelc@sumnerwa.gov

To advise Zones OBO City of Sumner of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at noelc@sumnerwa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Zones OBO City of Sumner

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to noelc@sumnerwa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Zones OBO City of Sumner

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to noelc@sumnerwa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Zones OBO City of Sumner as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Zones OBO City of Sumner during the course of your relationship with Zones OBO City of Sumner.