



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/88615064444>

Phone one-tap:

+12532050468,,88615064444# US

+12532158782,,88615064444# US (Tacoma)

Join via audio:

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

Webinar ID: 886 1506 4444

AMENDED AGENDA

CALL TO ORDER

Pledge of Allegiance

Invocation - Chris Lumsden, Gateway Chapel

Roll Call: Elfers, Evers, Hochstatter, Kenna, Reinke and Wilsey

EXECUTIVE SESSION

Per 42.30.110(1)(h) For the purpose of evaluating the qualifications of a candidate for appointment to elective office.

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. Resolution No. 1742 - Interlocal Agreement for School Resource Officer
2. Approval of the check and electronic payments in the amount of [\\$8,148,624.56](#).
3. Approval of the minutes from the council meeting of February 17, 2026 and the 23rd of February 2026 study session.

PUBLIC HEARING

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

- a. Council Vacancy
- b. Resolution No. 1745 - Confirming Emergency Declaration, Failed Storm Main

4. Reports

- a. Council
- b. City Administrator
- c. Mayor

5. 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: Resolution No. 1742 - Interlocal Agreement for School Resource Officer

CATEGORY: Consent

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Resolution No. 1742 - Interlocal Agreement for School Resource Officer

STAFF CONTACT: Andy McCurdy, Deputy Police Chief

SUMMARY BACKGROUND:

City of Sumner and Sumner Bonney Lake School District have had an agreement for a School Resource Officer since 2020 and renewed in 2023. The current agreement is due to expire in June 2026. The city and district would like to enter into a new successor three-year agreement with the same terms as the prior agreement.

COUNCIL COMMITTEE/STUDY SESSION: PUBLIC SAFETY
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MEETING/STUDY SESSION DATE: 2/18/2026

COMMITTEE RECOMMENDATION: Do Pass

STAFF RECOMMENDATIONS/MOTION:

A motion to adopt Resolution No. 1742, authorizing the Mayor to enter into an interlocal agreement between the City of Sumner and Sumner Bonney Lake School District for a School Resource Officer Program in a form as approved by the City Attorney.

**RESOLUTION NO. 1742
CITY OF SUMNER, WASHINGTON**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUMNER,
WASHINGTON, AUTHORIZING THE MAYOR TO ENTER INTO AN INTERLOCAL
AGREEMENT WITH THE SUMNER-BONNEY LAKE SCHOOL DISTRICT NO. 320
FOR A SCHOOL RESOURCE OFFICER PROGRAM.**

WHEREAS, the City of Sumner and the Sumner-Bonney Lake School District No. 320 desire to enter into a successor Interlocal Agreement on the basis of mutual advantage and benefit for a School Resource Officer (SRO) Program; and

WHEREAS, the City and the District recognize that it is advantageous to have a School Resource Officer Program during regular school hours and for certain school events throughout the school year to assist the District in its educational mission by responding to and addressing issues affecting the safety, security, and efficiency of the schools and providing positive interactions with students; and

WHEREAS, such agreements are authorized pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW; and

WHEREAS, the Sumner City Council Public Safety Committee has recommended approving this resolution during their committee meeting on February 18, 2026.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUMNER, WASHINGTON,
DOES RESOLVE AS FOLLOWS:**

Section 1. The Mayor is hereby authorized to enter into the Interlocal Agreement with the Sumner-Bonney Lake School District for School Resource Officer Program substantially in a form approved by the City Attorney.

Section 2. Corrections by City Clerk or Code Reviser. Upon approval of the city attorney, the city clerk and the code reviser are authorized to make necessary corrections to this resolution, including but not limited to the correction of clerical errors; or references to other local, state, or federal laws, codes, rules, or regulations.

Section 3. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation

Section 4. Effective Date. This resolution shall take effect and be in force immediately upon passage by City Council.

APPROVED AND ADOPTED this 16th day of March 2026.

Mayor Carla S. Bowman

ATTEST:

Michelle Converse, CMC, City Clerk

APPROVED AS TO FORM:

City Attorney Andrea Marquez

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF
SUMNER AND THE SUMNER-BONNEY LAKE
SCHOOL DISTRICT NO. 320 FOR SCHOOL
RESOURCE OFFICER (SRO) PROGRAM**

THIS INTERLOCAL AGREEMENT, made and entered into this ____ day of _____ 2026 by and between the Sumner-Bonney Lake School District NO. 320, a municipal corporation of the State of Washington (hereinafter referred to as the "District") and the City of Sumner, a Washington Municipal Corporation (hereinafter referred to as the "City").

WHEREAS, Chapter 39.34 RCW, the Interlocal Cooperation Act, permits local governmental agencies to make more efficient use of their powers by enabling them to cooperate with each other on the basis of mutual advantage and thereby to provide services and facilities in a manner that best accords with geographic, economic, population or other factors influencing the needs and development of each governmental entity; and

WHEREAS, the City and District recognize that a School Resource Officer program benefits both the District and the City; and,

WHEREAS, the parties have mutually determined that it would be beneficial to assign one (1) full-time, experienced, fully commissioned City of Sumner Police Officer as the School Resource Officer (hereinafter referred to as "SRO") for certain District schools within the City including, but not limited to, Sumner High School during regular school hours and for certain special school events throughout the school year, in order to assist the District in its educational mission by responding to, and addressing issues such as juvenile crimes affecting the safety, security and efficiency of the school system as well as providing for positive interaction with students on a regular basis; and

WHEREAS, the District agrees to provide funding to offset costs to the City in specifically assigning the District one full-time, commissioned City of Sumner police officer to serve as SRO; and

NOW, THEREFORE, the City of Sumner, Pierce County, Washington and the Sumner-Bonney Lake School District No. 320, Pierce County, Washington, have entered into this Interlocal Agreement in consideration of the mutual benefits to be derived therefrom and in accordance with the authorization provided by Chapter 39.34 RCW as follows:

1. Purpose

By entering into this Agreement the parties agree that the City shall provide one full-time commissioned City of Sumner police officer to be assigned to the District schools within the City limits of Sumner (the "Designated Schools") and to implement a SRO program in the District for the term of this Agreement. The City does not intend to assume, nor the District expect it to gain, any greater responsibility or liability than what is specifically addressed in this Agreement or than that imposed through the normal provision of law enforcement services.

The SRO program will:

- a. Discourage drug abuse amongst students;
- b. Discourage criminal activity on school grounds and surrounding neighborhoods;
- c. Provide problem solving and other methods of dispute resolution to students, parents, teachers and neighborhood residents;
- d. Bridge the gap between law enforcement officers and the District's students by encouraging cooperation;
- e. Aid in the reduction of juvenile crime through counseling, teaching about the criminal justice system and taking personal interest in students
- f. Provide law enforcement services to the District as appropriate;
- g. Promote safety at the Designated Schools by providing a uniformed police presence;
- h. Provide education on relevant law enforcement and public safety topics.

2. Term

This agreement shall be for a period of approximately three (3) years, commencing on September 1, 2026 and shall terminate three days after the last day of the 2028-2029 school year, unless terminated earlier as set forth below. This agreement may be renewed thereafter upon the mutual written consent of both parties no later than July 1, 2029. The City may temporarily suspend this agreement for operational necessity, in the sole discretion of the Police Chief, upon thirty (30) days written notice. Either party may terminate this agreement for any reason upon sixty (60) days written notice. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by midnight of the third day following the date of posting in the United States mail, by certified mail,

3. Force Majeure

Either party has the right to terminate this Agreement if a Force Majeure event suspends performance of the Contract for a period of thirty (30) days or more.

4. School Resource Officer (SRO) Responsibilities

4.1 Duties of the SRO include but are not limited to the following:

- a. Community problem solving, safety education, and providing a law enforcement presence and resource to students at the Designated Schools;
- b. Enforcement of federal, state and local laws;
- c. Serve as a liaison between school staff, faculty and students;
- d. Confer with school staff on strategies to prevent juvenile delinquency and enhance school safety, and assist in the implementation of those strategies;
- e. Assist in the investigation of crimes committed on or adjacent to the Designated schools' property;
- f. Providing students with social service resources;
- g. Participate in meetings and school activities appropriate to the SRO's role;

- h. Enhance the trust relationship between schools, parents, and police and be a positive police presence;
- i. Occasionally act in an instructional role when presenting legal and safety information to students in a classroom setting;
- j. Issue a written report monthly to the District and the Chief outlining their activities;
- k. Establish and maintain a working rapport with the school administration and staff;
- m. Wear the official City police uniform, including carrying a firearm, with civilian attire being only worn on occasions mutually agreed upon by the District, the SRO and the City's Chief of Police;
- n. Assist in resolving disputes on campuses, including working with students to help them solve disputes in a non-violent manner;
- o. Consistent with State law or other policy or agreement, maintain an activity log to include all SRO activities such as meetings, conferences, extra-curricular activities, events, arrests, investigations, and training;
- p. Perform other duties as mutually agreed upon by the City, SRO and District provided the duty is legitimately and reasonably related to the SRO program and described in writing and is consistent with Federal and State law; local ordinances; and City and District policies, procedures, rules and regulations;
- q. Assist in providing school-based security during the regular-school day and the Extracurricular Events (as defined below and outlined on Exhibit A) and assist in the promotion of a safe and orderly environment at the District (the SRO, however, shall not act as a disciplinarian. If the SRO is confronted with a non-criminal violation such as a school rule violation, the SRO will assist only for the purpose of providing security for the school staff member(s) charged with enforcing school rules. In the absence of an authorized school district employee, the SRO may refer the matter to school administration);
- r. Provide ongoing assessments of school safety.

4.2 The SRO will assist with the enforcement, investigation, and prevention of criminal activity at the Designated Schools, and will respond to calls for service at other campuses as needed and when available. The SRO will patrol the Designated Schools' campuses and facilities during school hours and during Extracurricular Events, as needed, to deter and help address issues that affect the safety and well being of students, staff, and other community members. The SRO will also serve as a positive resource to students, parents, and staff and will be available to teach/assist with relevant public and school safety curriculum as appropriate.

4.3 The SRO will participate as a guest speaker on law enforcement or public safety topics as needed and agreed upon by the District and the City in the Designated Schools. The parties agree that the City will maintain operational control over the SRO at all times and that the City may call the SRO away from assigned duties for mandatory training (both SRO and general department trainings), emergency responses, legal summons/subpoena, or as deemed necessary for public safety by the on-duty police supervisor. During periods when school is not in session, the City may assign the SRO to other City related duties. The SRO will dedicate at least seventy-five percent (75%) of his/her on-duty time during the school year to the

performance of this Agreement. The parties agree that this Agreement assumes a traditional one hundred eighty (180) day school year. The parties agree that if any significant change in the District's scheduling results in a school year exceeding one hundred eighty (180) days or being less than one hundred and eighty days (180) the parties may renegotiate the terms of this agreement, including compensation as applicable, only insofar as they relate to the change in school year length.

- 4.4 The daily activities of the SRO will be governed by the City's School Resource Officer Standard Operating Procedure, as amended from time to time, which is incorporated herein by reference. In the event of a conflict between this Agreement and the City's School Resource Officer Standard Operating Procedure, the operating procedures shall control.

5. Interview and Arrest Procedures

If the SRO plans to interview a suspect or victim of a crime, the SRO, to the extent practicable, will advise and work with the principal of the school in which the suspect or the victim attends, to minimize disruption to the school and other students. A school principal or his/her designee may request to be present during the interview of a student, however that presence may subject the witness to a legal subpoena as a witness in any ensuing legal action. In the event a SRO arrests a District student, on District property, the SRO shall employ best efforts to notify the school principal or his/her designee as soon thereafter as practical. In the event that the arrested student is a juvenile, the City will make attempts to notify the parent or legal guardian pursuant to City policies and procedures. The District may also make notification as necessary under its own policies and procedures.

6. City Responsibilities

- a. To provide one commissioned police officer to be assigned to the District for the entire calendar school year for the term of this agreement. The SRO shall be required to report to the District, in advance where possible, any pre-arranged use of paid vacation leave. Where the SRO is unable to report to work due to a personal or family health emergency or sickness for a period of three (3) consecutive days or more, after the third day, the City agrees to provide back-up coverage of the SRO duties for the day(s) the SRO is unavailable, if possible in light of the City's operational needs. For each school day during the term of this agreement, the SRO shall work a 4-10 schedule, between the hours of 06:30 and 16:30 Tuesday through Friday. As part of this Agreement, the City shall also provide one fully commissioned police officer, whether the SRO or another officer, for the after-hours District-sponsored events outlined on Exhibit A (the "Extracurricular Events"). The SRO is a non-essential employee and will not be scheduled to work for the district on any holidays recognized by the City. Should the District require, or request, exclusive SRO or police officer presence at District-sponsored events other than those that occur during regular school hours or specifically identified as Extracurricular Events, the District shall compensate the City for any overtime pay the assigned officer earns in addition to the compensation outlined in Section 7, below.
- b. Provide law enforcement services to the Designated Schools during regular school hours, and during the Extracurricular Events.
- c. Provide adequate record keeping and reporting, as required by federal, state, and

local laws.

- d. The City will consider the District's requirements, and the requirements of this agreement in selecting the SRO after taking into consideration input from the District.
- e. All salary, wages, and/or other employee compensation for City employees rendering services under this Agreement shall be the responsibility of the City, except as otherwise addressed in Section 7 of this Agreement.
- f. The City agrees to provide all law enforcement related training and equipment necessary to support the SRO consistent with that provided to regular patrol officers in the City's police department.
- g. Provide the SRO with a cell phone and laptop computer with accessories.
- h. The SRO shall remain an employee of the City, and shall not be an employee of the District. The District and the City acknowledge that the SRO shall remain under the direct supervision of the City. The City shall remain solely responsible for the SRO's hiring, training, discipline, or dismissal. Any allegations of improper conduct shall be referred to the SRO's immediate supervisor.
- i. The cost of overtime as authorized by the City for work not covered within the scope of this agreement.

7. District Responsibilities:

- a. Provide a secure and adequate office, with standard amenities, for the SRO program.
- b. Provide a secure and confidential location for files and records that can be properly locked.
- c. Provide a desk with drawers, a chair, access to a printer, and general office supplies.
- d. Provide District in-service training as applicable.
- e. Provide regular feedback and an annual performance review of the SRO to the Chief.
- f. Provide input in the SRO selection process.
- g. Provide advanced notice to the City of any District-sponsored events that require SRO or police presence, that occur outside the normal school day hours or the Extracurricular Events.
- h. Provide funding for the SRO position, as outlined in Section 7 herein.

8. Funding

The District agrees to pay the following amounts to the City for its performance of the services set forth in this Agreement:

8.1 The District agrees to pay the sum of One Hundred Fourteen Thousand Dollars and 00/100 (\$114,000) per year for services to be rendered during the school years (2026-2029). The district will pay semiannually in September and in February during the school year.

8.2 On or before September 30th of every year thereafter during the term of this Agreement, the District shall pay to the City a five percent (5%) annual CPI increase over the prior year's payment.

8.3 The District shall compensate the City for the actual cost of any requested SRO or other officer presence during District-sponsored events that occur outside the regular school day hours or the Extracurricular Events specifically covered by this agreement. Invoicing and payment for said extra coverage shall be pursuant to the information below.

8.4 The parties agree that their respective fiscal staff shall work out an agreeable invoicing schedule. The District shall pay the City within thirty (30) days of receiving an invoice from the City. Payment due to the City shall be mailed to:

City of Sumner
Finance Department
1104 Maple Street Suite 240
Sumner, WA 98390

9. Records

The City shall maintain adequate records to support billings for services set forth in this Agreement. Said records shall be maintained for a period of six (6) years after completion of this Agreement. The District or its authorized representatives shall have access, during normal working hours, to any City books, documents, papers or records which directly relate to this Agreement, except those documents which are exempt from public disclosure as a matter of law.

10. Request for SRO Removal/Replacement

If the District has good cause to believe that a particular SRO is not effectively performing in accordance with this Agreement, the District may make a written request to the City that the SRO be removed from the District. Within ten (10) business days after receiving the request, the District Superintendent or designee will meet with the Police Chief or his/her designee to discuss the removal request. The SRO shall be removed and replaced if, in the opinion of the Superintendent and the City Mayor or their designees, the performance issue cannot be resolved.

11. Prohibition against assignment

Neither this agreement nor any interest therein may be assigned by either party without first obtaining written consent of the other party.

12. Independent Contractor Status of City of Sumner

- a. The City, its employees, representatives, contractors and agents shall perform all duties pursuant to this agreement as an independent contractor. The District shall not control or supervise the manner in which this Agreement is performed nor withhold or pay any taxes on behalf of the City, its employees, representatives, contractors or agents. Personal Liability insurance is the responsibility of the City.
- b. The City certifies they are customarily engaged in the business for which this agreement is written, that they are responsible for filing a schedule of expenses with the Internal Revenue Service on the next applicable filing date, that they have established an account with all state

agencies requiring such registration or license, and that they are maintaining a separate set of records reflecting items of income and expense for their business.

13. Identification

- a. Each party to this Agreement shall indemnify, defend and hold the other party and its officers, directors, agents, employees, representatives, vendors, subcontractors and contractors harmless from and against any and all costs, liabilities, suits, losses, damages, claims, expenses, penalties or charges, including, without limitation, reasonable attorneys' fees, court costs, and disbursements, that the other party may incur or pay out by reason of: (i) any accidents, damages or injuries to persons or property occurring during the Term of this Agreement, but only to the extent the same are caused by any negligent, omission or wrongful act of the indemnifying party. The provisions of this section (Indemnification) shall survive the expiration or earlier termination of this Agreement.
- b. Evidence of insurance or self-insurance coverage will promptly be provided upon request by either party.

14. Drug Free Work Place

The City and the City's employees, representatives, contractors or agents shall perform all the duties pursuant to the Agreement in compliance with the intent of the City's drug free workplace policy.

15. Criminal Activity

- a. The City and the City's employees and agents shall perform all duties pursuant to the Agreement without conviction of any crimes against persons, nor be found in any dependency action by the court in a domestic relations proceeding or in any disciplinary board final decision to have sexually assaulted or exploited a minor or have been convicted of any crime listed in RCW 26A.400.322.
- b. The City shall ensure that the City and City's employees or agents having unsupervised access to children in the performance of this agreement have no prior conviction, civil adjudications or disciplinary board final decisions which indicate that it is inappropriate for these individuals to be working with children. Furthermore, the City shall require the City's employees or agents who have regularly scheduled unsupervised access to children are fingerprinted and checked through the Washington State Patrol (WSP) Criminal Identification System, prior to performing services under this contract.

16. Property

Any real or personal property used or acquired by any party to this Agreement in connection with the performance of this Agreement will remain the sole property of such party, and the other parties shall have no interest therein.

17. **Verbal Agreements**

This written agreement constitutes the mutual agreement of the City and the District in whole. No alteration or variation of the terms of this agreement and no oral understandings or agreements not incorporated herein, unless made in writing between parties hereto, shall be binding.

18. **Applicable Law**

- a. This agreement shall be governed by the laws of the State of Washington. Venue for any legal action shall be proper only in Pierce County Washington.
- b. The City shall comply, where applicable, with the contract work hours and safety standards act and collective bargaining agreements, and any other federal and state statutes, rules, and regulations.

19. **Non-Discrimination**

The Parties agree that, in the course of carrying out the terms of this agreement, they shall not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, marital status, sexual orientation including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities.

20. **Confidentiality**

Laws involving confidentiality govern both the District and the City. Both the District and City agree that its employees, subcontractors and others shall maintain the confidentiality of all information provided by the other to the extent authorized to do so by the laws governing each. The federal Family Educational Rights and Privacy Act governs the District and the City understands this Act and other state and federal laws will restrict the issuance of certain information to the City. The District likewise understands that certain intelligence and law enforcement information is to remain confidential and in sole control of the City. Each agency agrees to respect the requirement imposed on the other and in the event of any judicial action being taken to promptly notify the other of any attempt to seek disclosure of information.

21. **Ethical Conduct**

- a. Neither the City nor any employee or agent of the City shall participate in the performance of any duty pursuant to this agreement in which duty such person has participated as an employee of the District and the City shall ensure there are no violations of the Chapter 42.23 RCW Code of Ethics for Municipal Officers-Contract Interests.
- b. Neither the City nor any employee or agent of the City shall participate in the performance of any duty or service in whole or in part under this agreement that is in violation of Ethics in Public Service law in RCW 42.17 A.555 related to use of public office or agency facilities and RCW 41.06.250 prohibiting the use of public resources for political activities.

22. **Disputes**

Any factual dispute between the City and the District that relates to this Agreement shall be referred for resolution to the Mayor, or his/her designee, and the Superintendent of the District, or the Superintendent's designee. In the event the dispute cannot be resolved between the parties to each party's mutual satisfaction, the issue shall be submitted to mediation through the Pierce County Dispute Resolution Center. Both parties agree to utilize this process prior to the institution of any legal action to enforce the terms and conditions of this Agreement. The cost of mediation shall be borne equally by the parties.

23. **Prevailing Party Attorney's Fees**

In any legal action brought to enforce any of the terms and conditions of this Agreement, the prevailing party in said legal action shall be entitled to reasonable attorney's fees and costs incurred.

24. **Notice**

Any notice to be given to the City under this Agreement shall be either certified mailed or personally delivered to:

Mayor
City of Sumner
1104 Maple Street, Suite 240
Sumner, WA 98390

Any notice to be given to the District under this Agreement shall be certified mailed or personally delivered to:

Superintendent
Sumner-Bonney Lake School District
1202 Wood Avenue
Sumner, WA 98390

25. **Legislative Appropriation**

The parties agree that the obligations of the parties are each contingent upon sufficient legislative appropriation being made by each party to support this Agreement during each party's current and subsequent fiscal years. The City acknowledges that a significant portion of the District's operating funds come from District levies, that such levies require voter approval, and that a failure or failures of such levies could require the District to review its ability to maintain this or other programs.

26. **Entire Agreement**

This document comprises the entire agreement between parties and supersedes any provision not contained herein. This Agreement may not be modified or amended in any manner except by a written document signed by the party against whom such modification is sought to be enforced.

In witness whereof, the parties have executed this agreement.

City of Sumner

Mayor Carla S. Bowman

Date

City Administrator Jason Wilson

Date

City Attorney Andrea Marquez

Date

Sumner-Bonney Lake School District No.320

Dr. Laurie Dent
Superintendent

Date

Bang Parkinson
Chief Financial and Operations Officer

Date

Approved as to Form:

Abigail Westbrook
Attorney

Date

Sumner-Bonney Lake School Board Approval: _____
Date

Filed with Pierce County Auditor's Office: _____
Date

EXHIBIT A
EXTRACURRICULAR EVENTS

Any reference to "Extracurricular Events" in this agreement shall mean, and be limited to:

- All home Sumner High School football games;
- Sumner High School Homecoming;
- Sumner High School Prom;
- Sumner High School Graduation

SUBJECT: Approval of the check and electronic payments in the amount of
[\\$8,148,624.56.](#)

CATEGORY: Consent

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Claims Voucher Approval
2. Claims Voucher Approval

STAFF CONTACT: Jeff Steffens, Deputy City Administrator

SUMMARY BACKGROUND:

Approval of checks and electronic payments.

COUNCIL COMMITTEE/STUDY SESSION:
--

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Approve as presented.



CLAIMS VOUCHER APPROVAL
City of Sumner
Finance Department

The following check/electronic payments are approved for payment:

Accounts Payable Check #:	From: 38242	To: 38375	\$1,044,063.90
Use Tax (paid to WA State Department of Revenue)	12/30/2025	To: 1/20/2026	\$12,507.00
Voided Check(s)	38238, 38239	And: 38240, 38241	\$(3,846.32)
Voided EFT(s)	-	To: -	\$-
Voided Wire(s)	-	-	\$-
AP Electronic (EFTs) Payments:	From: 1144	To: 1161	\$2,245,248.48
AP Wire(s):	From: 15490	To: 15493	\$10,625.71
Payroll & Benefits Electronic Payments	From: 12/26/2025	To: 1/8/2026	\$979,918.76
Payroll & Benefits Checks	From: 10081	To: 10082	\$11,675.00
		TOTAL	\$4,300,192.53

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the service rendered, or the labor performed as described herein, and that the claim is a just, due, and unpaid obligation against the City of Sumner and I am authorized to authenticate and certify to said claim.

Kassandra Raymond

Chief Financial Officer

2/11/2026 | 3:04 PM PST

Date

We, the undersigned Finance and Personnel Committee of the City of Sumner City Council, do hereby certify that the check numbers and electronic payments listed above are approved for payment in the amount of:

\$4,300,192.53

Signed by:

Andy Elfers

Signed by: E571A055F3CE439...

Greg Reinke

Signed by: 0034C38176A4BD

Matthew Kenna

Signed by: C590B17C624155

Committee Member

2/13/2026 | 7:28 AM PST

Date

2/11/2026 | 3:29 PM PST

Date

2/11/2026 | 4:33 PM PST

Date



CLAIMS VOUCHER APPROVAL
City of Sumner
Finance Department

The following check/electronic payments are approved for payment:

Accounts Payable Check #:	From:	38466	To:	38582	\$597,342.94
Use Tax (paid to WA State Department of Revenue)		1/29/2026	To:	2/11/2026	\$5.50
Voided Check(s)			And:		
Voided EFT(s)		-	To:	-	\$-
Voided Wire(s)		-		-	\$-
AP Electronic (EFTs) Payments:	From:	1169	To:	1172	\$2,542,616.48
AP Wire(s):	From:	15497	To:	15499	\$1,928.92
Payroll & Benefits Electronic Payments	From:	2/6/2026	To:	2/19/2026	\$742,538.20
Payroll & Benefits Checks	From:		To:		
				TOTAL	\$3,884,432.04

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the service rendered, or the labor performed as described herein, and that the claim is a just, due, and unpaid obligation against the City of Sumner and I am authorized to authenticate and certify to said claim.

Signed by:
Kassandra Raymond
Chief Financial Officer

2/19/2026 | 3:55 PM PST
Date

We, the undersigned Finance and Personnel Committee of the City of Sumner City Council, do hereby certify that the check numbers and electronic payments listed above are approved for payment in the amount of:

\$3,884,432.04

Signed by:

Andy Elfers

Signed by:
E6571A065F3CE439...

Greg Reinke

Signed by:
76A48D...

Matthew Kenna

Committee Member

2/22/2026 | 1:12 PM PST

Date

2/22/2026 | 10:00 AM PST

Date

2/20/2026 | 12:51 PM PST

Date

SUBJECT: Approval of the minutes from the council meeting of February 17, 2026 and the 23rd of February 2026 study session.

CATEGORY: Consent

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Minutes - February 23, 2026
2. Minutes - February 17, 2026

STAFF CONTACT: Michelle Converse

SUMMARY BACKGROUND:

Minutes from the previous two council meetings.

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

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Approve as presented.



Staff present: Wilson, Marquez, Kosa, Johnstone, Steffens, Beagle, Converse and Moericke

Councilmembers present: Evers, Elfers, Hochstatter, Kenna, Reinke, Wilsey

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

STUDY SESSION BUSINESS

1. Council Vacancy

City Administrator Jason Wilson

City Administrator Wilson spoke to the process. Council had two decisions to make: the length of time for answering questions and whether any time would be allowed for follow-up questions. After discussion, Council agreed to allow candidates an additional five minutes to answer questions, for a total of 10 minutes (increased from five minutes as stated in Council Rules). Members also allowed three minutes for Council follow-up questions. The order of the candidates was randomly selected and was as follows:

1. Mark Malcolm
2. Travis Folk
3. Nick Biermann
4. Travis Butcher
5. Matthew Richardson
6. Byrl Eddy
7. Amy Huo

CITY ADMINISTRATOR REPORT

AGENDA SETTING

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

EXECUTIVE SESSION

The meeting was adjourned at 7:32pm into Executive Session for the purpose of evaluating the qualifications of a candidate for appointment to elective office per 42.30.110(1)(h). There was no action to follow. The Executive Session was extended four times, 7:52pm (10 minutes), 8:02pm (10 minutes), 8:12pm (5 minutes) and 8:17pm (5 minutes).

At 8:22pm, Mayor Bowman adjourned the meeting.

Michelle Converse, City Clerk

Attest:

Carla S. Bowman, Mayor



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

Staff present: Wilson, Ruth, Johnstone, Waller, Moericke, Steffens, Palmer, Beagle, Kosa and Converse

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

CALL TO ORDER

Pledge of Allegiance

Invocation – Greg Neuert

Roll Call: Elfers, Evers, Hochstatter, Kenna, Reinke and Wilsey

CONSENT AGENDA

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

1. Stewart Road ITS - Consultant Contract Award
2. Approval of meeting minutes from the regular meeting of January 20, 2026, the special council meeting of January 26, 2026, the study session of January 26, 2026 and the Joint Study Session of February 9, 2026.
3. Fryar Avenue Trail Project Property Acquisition - Dhaliwal Investment Group 2, LLC
4. Fryar Ave Trail - Right-Of-Way Consultant Agreement Supplement
5. Foster Pilot Water Rights Project - Consultant Contract Amendment
6. Resolution No. 1741 - Setting Public Hearing Date for Vacation of the Alley South of Harrison Street

PASSED BY VOICE VOTE.

PUBLIC HEARING

There was no Public Hearing tonight.

REGULAR BUSINESS

1. **Unfinished Business**
2. **Public Comment**
3. **New Business**
 - a. **Ordinance No. 2954 – Allowing Metal Cargo Containers for Emergency Supplies**
MOVED BY HOCHSTATTER SECONDED BY EVERS TO APPROVE ORDINANCE NO. 2954 – ALLOWING METAL CARGO CONTAINERS FOR EMERGENCY SUPPLIES.

Senior Planner Scott Waller spoke to the item.

Discussion ensued.

PASSED BY ROLL CALL VOTE.

3. Reports

a. Council

Councilmember Evers commented about local sports teams and a recent contribution to Sumner's sales tax by purchasing a new vehicle.

Deputy Mayor Elfers updated the council and public on committee meetings including the Public Works Committee, Finance Committee and the Sumner Bonney Lake Wastewater Treatment Facility.

Councilmember Hochstatter commented about local sports. He had a great time celebrating the opening of Hops Alley.

Councilmember Wilsey remind everyone of the upcoming Summer events.

Councilmember Reinke shared the Public Safety Committee is meeting on Wednesday, February 19, 2026 and Pierce County Regional Council will meet on February 20, 2026.

Councilmember Kenna and other staff members participated in the High School Forum very good sessions. He continued by giving an update on the School District. Councilmember Kenna ended his comments with the Hops Alley Event.

b. City Administrator

City Administrator Jason Wilson shared the following:

Upcoming Policy Issues:

- February 23rd – Study Session
 - Council Vacancy Interviews
- March 2nd – Regular Council Meeting
 - Council Vacancy Appointment

Miscellaneous:

The City has been designated an Association of Washington Well City. The Well City program recognizes members that achieve quality standards in employee health promotion. For being a Well City, the city receives a 2% medical premium discount—in context that saves the City approximately \$60,000 a year.

While a 2% discount on medical premiums is significant, the rewards of a healthy workplace can be felt across the organization and have a positive impact on the community as well.

1. WellCities are great places to work, with quality, sustainable benefits, and a workplace that supports employee well-being.
2. A healthy workplace culture leads to happy, healthy, and productive employees, that are fully engaged in serving their communities.
3. Reduced costs with decreased sick days, disability, health care claim costs, and workers' comp claims is a win for everyone.

I want to send a special thank you to our wellness committee leadership, Adrienne McNeilly, Michelle Converse and Courtney Litrell.

c. **Mayor**

Mayor Bowman added her comments about the High School Youth Forum, noting that the students were very solution-oriented and engaged. She encouraged the public to sign up for the City's e-news to stay informed and involved.

She shared that the opening of Hops Alley was heartwarming and helped solidify the City's obligation to the generations of families who live in Sumner. The Mayor also expressed how much she enjoyed Sumner University and mentioned that more opportunities for public engagement are being planned.

Mayor Bowman ended her comments by thanking Representatives Penner, Stokesbary, and Keaton, as well as Senator Fortunato for taking the time to meet with them when staff went to the 'Day on the Hill'.

4. Executive Session

5. Adjournment

The Regular Meeting was reconvened and adjourned the meeting at 6:38pm. Councilmembers concurred.

ATTEST:

Michelle Converse, CMC, City Clerk

Carla S. Bowman, Mayor

SUBJECT: Council Vacancy

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Biermann, Nicholas
2. Butcher, Travis
3. Eddy, Byrl
4. Folk, Travis
5. Huo, Amy
6. Malcolm, Mark
7. Richardson, Matthew

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND:

Under State Law, the City Council must fill vacant council seats within 90 days of them becoming vacant. The Council Rules outline the appointment process, which includes, application, interview, nominations and appointment.

The City received seven applications; applicants were interviewed at last week's study session.

At tonight's meeting, council will be asked to nominate their choice for Councilmember. Each Councilmember may nominate one (1) person. No second is needed. Nominations are closed by motion, second and a majority vote of the Council.

At the close of nominations, the Mayor may accept public comment related to the final nominees. Pursuant to the council rules, public comment shall be limited to two (2) minutes.

After public comment, voting will occur by a roll-call vote. Upon hearing their name, each Councilmember shall vote by saying the name of the nominee they wish to appoint. Any applicant receiving a majority vote of the sitting Councilmembers shall be declared the winner. Nominees receiving the least amount of votes shall be dismissed from future rounds of voting. The Council may vote as many times as necessary to obtain a majority vote. In the case of a tie between final two nominees, the Mayor will cast the deciding vote.

Council may adjourn into executive session for the limited purpose of discussing the qualifications of the candidates in accordance with state law. This may be requested by any Councilmember. No voting or straw polls may be taken in the executive session.

The newly appointed Councilmember will be sworn in at the next regular council meeting.

The Council may move to postpone the election to a date certain if a majority vote is not received, keeping in mind the 90 day deadline.

COUNCIL COMMITTEE/STUDY SESSION:

MEETING/STUDY SESSION DATE:

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL

Applicant Information

(Please type or print)

Applicant Name Biermann Nicholas S
Last First MI
Residence Address [REDACTED]
Contact Phone [REDACTED] Date of Birth (mm/dd/yr) [REDACTED]
E-Mail [REDACTED]

Are you a registered voter living at least one year within the City limits of Sumner? ☒ Yes ☐ No

The information provided is true and I affirm that I will support the Constitution and laws of the United States and the Constitution and Laws of the State of Washington.

[REDACTED] 2/17/26
Signature Date

Resume

Please attach a resume of no more than two pages to this application.

Supplemental Questions

Please respond to the following questions regarding your interest in the position of Councilmember for the City of Sumner on separate pages using **no more than two pages total**:

1. What is your vision for our City and community?
2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?
3. What strengths would you bring to the Council?
4. Explain your current and past community involvement and/or service on City, nonprofit, or public boards, committees, task forces, or commissions, and how this has contributed to the Sumner community. How is this relevant to the position of Sumner City Councilmember?

Applications and supporting documents must be received by February 17th at 5pm. Applications and supplemental materials received after 5pm will not be accepted. **Applications that include supporting materials that exceed the maximum page limit will not be accepted.**

The application and supporting documents should be e-mailed to: michellec@sumnerwa.gov or mailed to

Michelle Converse, City Clerk
City of Sumner
Councilmember Recruitment
1104 Maple Street, Sumner, WA 98390

Nicholas S. “Nick” Biermann



Education:

Bachelor of Science in Atmospheric Science, Univ. of Wisconsin, May 2003

Master of Science in Meteorology, Univ. of Oklahoma, May 2010

Work History:

- Meteorology Expert Team, The Tomorrow Companies, Boston office (Work-from-home, June 2020 – Present)
- Road Weather Forecaster, Narwhal/Weathernet, Salt Lake City, then Bellevue, WA (November 2015 – May 2020)
- Hydrometeorologist, Vieux, Inc., Norman, OK (July 2009 – March 2015)
- Weather forecaster, Weather or Not, Shawnee, KS (Aug 2008 - July'09)

Other Positions Held:

Adjunct Faculty/Instructor at 4-year colleges and 2-year community colleges:

- University of Oklahoma (December 2007)
- Rose State College, Midwest City, OK (August - December 2015)
- Utah Valley University, Orem UT (August 2016 – May 2017)
- Salt Lake Community College (August 2016 – December 2017)

Community Involvement:

- Chairperson of the *Save the Ryan House* effort locally here in Sumner
- Board member/President of a new local non-profit focused on finding a new museum in Sumner
- Active participant in FairVote Washington, a voter rights advocacy group
- Attending lobby days with state legislators in Olympia
- Weather education/teacher training; public outreach programs/workshops
- Graduate School Representative, School of Meteorology/Univ of Oklahoma
- Volunteer for the Women's Resource Center, Norman, OK

History of Civic Engagement:

- Attending *nearly every* City Council meeting and also committee meetings
- Participating in the legislative process at local, regional, and national levels
- Applied for appointment for City Council and citizen commissions several times over the past 2 years
- Running for political office locally here in Sumner (Fall 2025)
- Jury Duty
- Voting!

Other skills:

Written communication – Work experience and personal expertise with tools like Excel, Word, email, and various phone and web-based interfaces

Verbal communication – Experience leading and attending team meetings, giving presentations, and providing input both in-person and online

Other IT-related skills: Regularly conducting online meetings and using tools like Zoom and Microsoft Teams

Hobbies:

Weather and storm chasing

Astronomy

Nature and weather photography

News and history documentation

Answers to Supplemental Questions

Submitted by Nicholas S. “Nick” Biermann on February 17, 2026

1. What is your vision for our City and community?

Answer: *I want to see Sumner continue growing as a community that treasures, preserves, and celebrates our common bonds. With proper planning and foresight, Sumner can manage future growth and the pressures of development so that the historic charm is not lost but instead serves as an anchor of a vibrant community with a thriving downtown business core.*

I also envision Sumner as a City where all members of the community are respected and feel heard. This means engaging with citizens and responding to their concerns. It is essential that citizen input is taken into account when the City and Council make decisions that affect the future for all of us.

2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?

Answer:

A) Managing growth while preserving the historic charm and the small-town feel of Sumner. We can allow for growth in key sectors of the community, but not at a rate that outpaces the demand for housing. We must strive to keep housing options varied and affordable for all residents. With proper strategic planning, we can grow sustainably while preserving the character of our community. It is imperative we avoid sacrificing more of our history under the guise of progress.

B) Traffic and public safety. The pressures of growth also bring public safety concerns, added traffic, the need for additional parking, and new struggles to care for those unable to care for themselves. Facing these problems will require thinking “outside the box” to forge public-private partnerships with various organizations to offer creative and inventive solutions for the entire community.

C) Improved communication from City Hall to residents is an essential part of fostering a reciprocal relationship with the community. This means providing sufficient notice of important meetings and advertising opportunities for civic engagement. It also means providing straightforward and timely information about budget priorities, financial decisions, and the cost of various projects.

3. What strengths would you bring to the Council?

Answer: I will bring to Council an active history of civic participation and community involvement. I also bring a willingness to gather information, ask questions, and to seek clarity when action needs to be taken in our community. My approach on Council will be to make informed decisions with as much input from the citizens of our community as possible. I have already demonstrated the ability to meet with Sumner residents, hear their concerns, and to be a voice for the community in various ways during the past few years.

4. Explain your current and past community involvement and/or service on City, nonprofit, or public boards, committees, task forces, or commissions, and how this has contributed to the Sumner community. How is this relevant to the position of Sumner City Councilmember?

Answer: I continue to be an active, engaged, and vocal participant in local government here in Sumner. I regularly attend City Council meetings, speak about topics before Council, and share my concerns about important issues whenever possible. I have provided input on various topics at several public hearings, I have applied for various positions on city committees and commissions, and I have even run for political office myself.

My service to the community also extends outside of city government. I currently serve on the leadership board of a new non-profit here in Sumner. Part of our mission is to find a new home for the local museum we have lost. Serving on the board helps me fine-tune the exact type of leadership skills a councilmember needs. I have gained experience with the rules and procedures for running effective meetings, making decisions as a group, as well as budget management skills to handle the financial flow of an organization. Being a leader in this mission has also meant reaching out to the community, building relationships, hearing the concerns of residents, and advocating on their behalf. To this day, members of our community still thank me for our group's efforts to save the historic Ryan House.

I must also add that campaigning for political office provided a great opportunity to engage with voters face-to-face. This experience motivated me to serve as a voice for our citizens. During all of this, I have achieved significant personal growth and increased confidence during the past few years. I seek to further grow into an active role on the City Council.

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL

Applicant Information

(Please type or print)

Applicant Name Butcher Travis J
Last First MI
Residence Address [REDACTED] WA 98390
Contact Phone [REDACTED] Date of Birth (mm/dd/yr) [REDACTED]
E-Mail [REDACTED]

Are you a registered voter living at least one year within the City limits of Sumner? ☒ Yes ☐ No

The information provided is true and I affirm that I will support the Constitution and laws of the United States and the Constitution and Laws of the State of Washington.

[REDACTED] 2/17/26
Date

Resume

Please attach a resume of no more than two pages to this application.

Supplemental Questions

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Michelle Converse, City Clerk
City of Sumner
Councilmember Recruitment
1104 Maple Street, Sumner, WA 98390

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL POSITION

Thank you for your interest in serving the community as a member of the Sumner City Council.

The timeline for filling the Council vacancy is as follows:

February 17, 2026:	Application and supplemental material due by 5:00pm
February 23, 2026:	Candidate interviews beginning at 6:00pm
March 2, 2026:	Candidate nominations and appointment voting beginning at 6:00pm
March 16, 2026:	Swearing in of new councilmember (tentative)

To be considered, your application must be completed and received by the City Clerk. **Applications and supplemental materials received after 5pm will not be accepted.** Additional written information after this date will not be accepted, unless requested by the City Council.

Please submit the following items:

- Application (see page 3)
- A resume of **no more than 2 pages**.
- Answers to the Supplemental Questions of **no more than 2 pages total**.

For further information, please contact
Jason Wilson, City Administrator.
jasonw@sumnerwa.gov | 253-299-5501

The application and supporting documents
should be e-mailed to: michellec@sumnerwa.gov
or mailed to

Michelle Converse, City Clerk
City of Sumner
Councilmember Recruitment
1104 Maple Street
Sumner, WA 98390

Councilmember Eligibility, Requirements & Public Disclosure

To be eligible to be appointed to the Sumner City Council, you:

- Must have continuously resided within the Sumner city limits for a minimum of one year prior to your appointment to the Council, and
- Must be a registered voter in the City of Sumner.

Please note that:

- Once a Councilmember application is filed with the City, it is a public record available to the public.
- The applications received from all candidates who meet the minimum requirements of State law, along with the answers to the supplemental questions, will be posted on the City of Sumner website as part of the Council's meeting packet the week of the initial interview.
- If appointed, you will be required by state law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov).
- **This appointment is through 2027.**

City Council Duties & Compensation

The Sumner City Council is the legislative authority of the City of Sumner. The City operates under a Mayor-Council form of government. The seven-member City Council serves as the legislative body of the City. The Council is responsible for setting policy, adopting the annual budget, adopting laws, determining the services to be provided and the funding levels for those services, and appointing citizens to its advisory boards and commissions.

The duties of a City Councilmember will likely involve an average minimum commitment of 18-20 hours per month for preparation, participation, and attendance at various meetings and community activities. Beyond the broad duties previously mentioned, Councilmember duties include, but are not limited to:

- Required attendance at regular City Council meetings and study sessions, which are held every Monday evening, starting at 6:00pm. From time to time, the City Council or Mayor may call special City Council meetings to handle city business.
- Councilmembers are expected to serve on Council Committees, regional boards and commissions and to represent the City Council at various community functions. These various meetings and functions occur normally during the evenings (2-3 times per month) but may also occur on some weekends and during some weekdays.
- Some travel is expected locally, regionally, and/or within the State of Washington in accordance with the City travel policy applicable to all employees and City officials as well as the budgetary limits set for each Councilmember and for the City Council as a whole.

The current bi-weekly Councilmember salary is \$645 (\$16,770 annually). No benefits are offered.

Oral Interview Process

On Monday, February 23rd the Council will conduct in-person interviews. The order of interviews will be determined by a random draw at the beginning of the meeting. Candidates will be asked to respond to five questions which will be provided to the applicant in advance.

The Council may set a time limit for each candidate to respond to the oral interview questions.

Professional Summary

20 years of public service experience ranging from in the field maintenance, to in office administration, up to high level analyst in King County Government. Seeking to apply my experience and education to fill the Sumner City Council vacancy and help Sumner continue to set the standard of excellence for a progressive small city where I have called home for the past 10 years.

Community Service

- Sumner School District WATCH D.O.G.S. (Dad of Great Student) volunteer (Early Learning Center and Daffodil Valley Elementary)
- Emergency Food Network Repack Volunteer

Experience

KING COUNTY BUSINESS RESOURCE CENTER

Seattle, WA

2020 – Present

Senior Business Systems Analyst

- Collaborate with business partners in HR and Payroll to use delivered PeopleSoft functionality or design custom solutions to meet business needs.
- Lead and facilitate groups in defining business requirements and propose options for PeopleSoft NCM system customizations. Assist in design solutions for modifications, interfaces, analytics and reports.
- Develop business cases – i.e. define the problem, options analysis including pros/cons, recommendation, cost/benefit analysis.
- Identify and document requirements and develop alternative approaches or workarounds.
- Create functional specifications to support the PeopleSoft HCM modules.
- Conduct thorough functional UAT and parallel testing following standard SDLC methodologies.
- Provide system functional support and end user support for the PeopleSoft Payroll and Time/Labor Module supporting 17,000 employees and processing 2 Billion Dollars in annual payroll.

KING COUNTY FINANCE AND BUSINESS OPERATIONS DIVISION

Seattle, WA

2015 – 2020

Functional Analyst III

- Provided advanced level PeopleSoft support to non-technical personnel within King County.
- Advanced SQL knowledge. Able to create complex queries based off of business users needs.
- Conducted Peoplesoft Time and Labor, Payroll, and Benefits research to address customer concerns.
- Worked closely with cross functional team members to meet or exceed all customer service requirements.
- Defined and documented technical best practices.
- Identified and solved technical issues with a variety of diagnostic tools.
- Maintained high departmental standards for quality and productivity metrics.
- Researched, and resolved complex PeopleSoft problems independently.
- Strong auditing skills. Identified numerous data errors that resulted in the correction of thousands of dollars of overpayment and underpayment to employees.

KING COUNTY TRANSIT DIVISION

Seattle, WA

2012 – 2015

PeopleSoft Analyst

- Manage PeopleSoft Position Management for Transit Division. Resolve position issues, report on vacant positions, make position changes to budget cost centers, standard hours, unions and job codes.
- Process Position Change requests through PeopleSoft Workflow, including reclassification of positions. Experienced in trouble shooting problems in Position Management and completing position requests within the PeopleSoft Approval Workflow Engine
- Manage Special Duty Request Process for Transit. Input Special Duty Requests to meet approval deadlines in accordance with King County New Code and Old Code Special duty rules in PeopleSoft. Accurately create Special Duty positions ensuring pay rates are in accordance with union contracts.
- Serve as PeopleSoft HCM Security Officer for Transit. Completing and submitting PeopleSoft Security Access Request Forms. Gathering information from staff to clarify security needs in PeopleSoft.
- Develop, manage and personally provide PeopleSoft user training Division wide, including Payroll, data management, creating and using queries, creating and use of PCNs and PeopleSoft entry.

KING COUNTY TRANSIT DIVISION

Seattle, WA

2008 – 2012

Records Management Specialist

- Develop and implement records retention schedules for City departments for paper and electronic based records, conduct legal research to ensure retention periods meet federal, state and local requirements (WAC and RCW)
- Assist in the development and implementation of standards, administrative procedures, systems, and training to properly manage electronic records throughout the phases of identification, creation, active use, retention, and disposition
- Analyze agency recordkeeping systems (both paper and electronic) and recommend improvements including implementing new systems, use of emerging technologies, imaging systems, etc., ensure compliance of electronic systems with existing state or federal guidelines
- Assist in planning and conducting citywide training program, records management policies and procedures, identify and develop materials to be used by those conducting training and the materials for participants
- Conduct records appraisal surveys and inventories in all City departments, identify and develop records series which reflect the responsibilities of the agency
- Assist City agencies in developing vital records programs, develop vital records schedules and identify methods of protection for agencies' vital records
- Conduct audits of City agencies for compliance with records management policies and procedure

Education

WESTERN WASHINGTON UNIVERSITY – Bellingham, WA

2004

Bachelor of Arts: Political Science

- Coursework in Law, Social Justice, Public Policy, and Public Administration

1. What is your vision for our City and community?

My vision is a connected community where all people feel safe, healthy and happy regardless of where in the city they live in, what type of housing they reside in, or how long they have lived here. My vision for Sumner is a balanced city where a Downton resident is excited to visit a unique playground experience at a future Bennet Property Park, or River Grove residents can use a pedestrian walkway over 410 to get to downtown shopping. The best cities are where places where every neighborhood has something to offer.

2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?

Economic Vitality – Sumner has a beautiful downtown. However there are far too many vacant storefronts for such a great location. The city should continue to partner with the Sumner Mainstreet association and Survey businesses old and new to find out what challenges they faced opening/maintaining business and identify if there is any process improvement the city can take action on with permitting to make sure that starting and thriving a small business in Sumner sets entrepreneurs up for success.

Safety – According to the 2024 Budget Study Survey the respondents top priority has been ensuring prompt police response time. Not ever call to 911 requires an armed officer. To accomplish this in a cost effective manner the City should have an ongoing campaign on educating our citizens on when to use online reporting for certain non-emergency, not-in-progress incident so we can have our officers be available for the moments that matter most. I also attended Sumner University and I believe this program should be offered more, or presented as an on demand learning opportunity as it provides our residents a greater understanding of police work.

Traffic – Traffic is a major concern for the residents. In order to work on housing affordability, housing density is needed which will bring in more people into concentrated spaces. Sumner has one benefit that other cities do not have which is its flat walkable areas. While we are limited in our tools to solve issues like 410 traffic we can help calm traffic by investing in our good sidewalks and bike lanes. With the rise of e-bikes and scooters we should invest in a quality trail system/sidewalks to connect neighborhoods to downtown and shopping centers. By making it as easy/attractive as possible for more people walking/biking for their in-town errands (like shopping/dining) will reduce traffic, increase safety by having more people out and about, and increase our residents health and wellbeing.

3. What strengths would you bring to the Council?

I have worked at King County for 18 years. My role as a Senior Business Systems Analyst has given me the insight it takes to run a municipality with multiple departments from wastewater to parks to the Sheriff's department. I bring a unique experience working with 90 different public unions and converting contract requirements into business processes. My role in King County manages the HR system responsible for hiring/pay/benefits for 1700 employees and processes Two Billion dollars in

Payroll a year. My years in public service has made me understand and comply with RCWs WACs and Federal laws as well. I have skills with analysis of big data sets and presenting the data in a usable manner.

4. Explain your current and past community involvement and/or service on City, nonprofit, or public boards, committees, task forces, or commissions, and how this has contributed to the Sumner community. How is this relevant to the position of Sumner City Councilmember?

My whole life has been dedicated as a public servant. I received my BA in Political Science from Western Washington University and knew that I wanted to work within a community to make a difference.

My career started as City of Bellingham Seasonal Park Ranger which gave me experience on what it takes to keep city properties safe, clean and inviting and introduced me to how a city functions which is relevant for Councilmembers to understand.

I then took a job as an Election Clerk at Whatcom County. This was where I really learned the power of community. My role was public facing and this is where I learned how powerful the art of listening can be. The world of elections is often faced with lots of misinformation/misunderstanding. It is where I learned skills like 80/20 listening rule (80 % Listening to 20% speaking) People want to feel heard and understood and not talked down to. Often times letting a person vent and be listen to can really help defuse a highly sensitive situation and I feel I have many years of practice in this skill which is relevant for a Councilmember position.

I have also served as volunteer WATCH D.O.G (Dads of Great Students) for 2 years as the Sumner Early Learning Center and Daffodil Valley Elementary. This is a wonderful program that encourages men in the community to volunteers and help out at the school to act as a positive male role models in the school where traditionally male volunteers are lacking.

I have the unique insight of being a city employee working in day to day operations. I faced the frontlines of the public and learned how to help them through their joys and frustrations. I have taken those skills to scale at the largest County in Washington State working with elected officials and with sensitive information. I am excited for the opportunity to serve the City of Sumer where I have resided for over 10 years and put down roots to raise my family.

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL

Applicant Information

(Please type or print)

Applicant Name	Eddy	Byrl	E
	Last	First	MI

Residence Address [REDACTED]

Contact Phone [REDACTED]

Date of Birth (mm/dd/yr) [REDACTED]

E-Mail [REDACTED]

Are you a registered voter living at least one year within the City limits of Sumner? ☒ Yes ☐ No

The information provided is true and I affirm that I will support the Constitution and laws of the United States and the Constitution and Laws of the State of Maryland.

2/17/26

Date _____

Resume

Please attach a resume of no more than two pages to this application.

Supplemental Questions

Please respond to the following questions regarding your interest in the position of Councilmember for the City of Sumner on separate pages using no more than two pages total:

1. What is your vision for our City and community?
2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?
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**Michelle Converse, City Clerk
City of Sumner
Councilmember Recruitment
1104 Maple Street, Sumner, WA 98390**

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL POSITION

Thank you for your interest in serving the community as a member of the Sumner City Council.

The timeline for filling the Council vacancy is as follows:

February 17, 2026:	Application and supplemental material due by 5:00pm
February 23, 2026:	Candidate interviews beginning at 6:00pm
March 2, 2026:	Candidate nominations and appointment voting beginning at 6:00pm
March 16, 2026:	Swearing in of new councilmember (tentative)

To be considered, your application must be completed and received by the City Clerk. **Applications and supplemental materials received after 5pm will not be accepted.** Additional written information after this date will not be accepted, unless requested by the City Council.

Please submit the following items:

- Application (see page 3)
- A resume of **no more than 2 pages**.
- Answers to the Supplemental Questions of **no more than 2 pages total**.

For further information, please contact
Jason Wilson, City Administrator.
jasonw@sumnerwa.gov | 253-299-5501

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should be e-mailed to: michellec@sumnerwa.gov
or mailed to

Michelle Converse, City Clerk
City of Sumner
Councilmember Recruitment
1104 Maple Street
Sumner, WA 98390

Councilmember Eligibility, Requirements & Public Disclosure

To be eligible to be appointed to the Sumner City Council, you:

- Must have continuously resided within the Sumner city limits for a minimum of one year prior to your appointment to the Council, and
- Must be a registered voter in the City of Sumner.

Please note that:

- Once a Councilmember application is filed with the City, it is a public record available to the public.
- The applications received from all candidates who meet the minimum requirements of State law, along with the answers to the supplemental questions, will be posted on the City of Sumner website as part of the Council's meeting packet the week of the initial interview.
- If appointed, you will be required by state law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov).
- **This appointment is through 2027.**

City Council Duties & Compensation

The Sumner City Council is the legislative authority of the City of Sumner. The City operates under a Mayor-Council form of government. The seven-member City Council serves as the legislative body of the City. The Council is responsible for setting policy, adopting the annual budget, adopting laws, determining the services to be provided and the funding levels for those services, and appointing citizens to its advisory boards and commissions.

The duties of a City Councilmember will likely involve an average minimum commitment of 18-20 hours per month for preparation, participation, and attendance at various meetings and community activities. Beyond the broad duties previously mentioned, Councilmember duties include, but are not limited to:

- Required attendance at regular City Council meetings and study sessions, which are held every Monday evening, starting at 6:00pm. From time to time, the City Council or Mayor may call special City Council meetings to handle city business.
- Councilmembers are expected to serve on Council Committees, regional boards and commissions and to represent the City Council at various community functions. These various meetings and functions occur normally during the evenings (2-3 times per month) but may also occur on some weekends and during some weekdays.
- Some travel is expected locally, regionally, and/or within the State of Washington in accordance with the City travel policy applicable to all employees and City officials as well as the budgetary limits set for each Councilmember and for the City Council as a whole.

The current bi-weekly Councilmember salary is \$645 (\$16,770 annually). No benefits are offered.

Oral Interview Process

On Monday, February 23rd the Council will conduct in-person interviews. The order of interviews will be determined by a random draw at the beginning of the meeting. Candidates will be asked to respond to five questions which will be provided to the applicant in advance.

The Council may set a time limit for each candidate to respond to the oral interview questions.

Byrl Eddy

Career Abstract

Over twenty years of operations planning and development, safety management, contractor collaboration, project delivery and leadership experience managing across functional operations and maintenance team. Maintain a strong commitment to employee development, process improvement, coordination between internal and external customers and organizational development. Employ merit-based negotiation skills in contract management and contractor deliverables to preserve relationships, strengthen internal communication channels and drive process improvements. Strong management of operating budgets, procurements, and divisional planning of financial requirements to direct operations appropriately.

Education

Master of Business Administration | 2013 | Keller Graduate School of Management, DeVry University

Project Management Certificate | 2013 | Keller Graduate School of Management, DeVry University

Bachelor of Science in Applied Science and Technology | 2011 | Thomas Edison State College

Major: **Nuclear Engineering Technology**

Associates in Applied Electronics | 2010 | Thomas Edison State College

Advanced Electronics and Nuclear Theory | 2002 | Nuclear Power School and Prototype Training Facility, US Navy

ENO Transportation Mid-Manager Program | 2021 | Eno Center for Transportation

Certified Reliability Leader | 2019 | Reliabilityweb, Inc.

ITIL V3 Foundation Cert | 2018 | AXELOS

Management Excellence Program | 2016 | Sound Transit

Skills & Abilities

BUSINESS DEVELOPMENT

Oversee operating contracts, budgetary planning, and management. Proven track record instituting change initiatives to improve operational performance and decrease costs, for instance identifying and eliminating contract services with a cost savings of over \$750K. Recognized the business need and capability to incorporate new functions, resulting in added full time positions, decreased contractor dependence, providing a yearly cost savings of \$430K+.

MANAGE, PLAN AND SCHEDULE MAINTENANCE

Operations and maintenance planning and management, including maintenance in process safety plants (nuclear). Instituted improved maintenance standards through Continuous Process Improvement, Lessons Learned and Quality Assurance management. Emphasis placed on efficient decision-making in prioritizing task assignments to meet changing needs and challenging operating environments.

SAFETY AND BUSINESS PERFORMANCE

Demonstrate vigilance in prioritizing safety requirements within diverse operating environments and shifting conditions, fulfilling stakeholder expectations, and following safety laws, policies, and protocols. Maintain training tracking for personnel and frequently incorporate safety topics to provide improved job quality and business performance which has contributed to a safety-conscious workforce dedicated to the value of safety.

CREW TRAINING AND QUALIFICATION

Distinguish employee development as paramount to the future capabilities and growth as an organization by upholding rigorous standards in continuous skill and leadership development of employees at all levels. Invite creativity for employee driven innovative solutions in tackling challenges, emphasizing metric driven performance standards, establishing behavioral norms through unified team values and ownership of one's duties.

CONTRACTOR SAFETY MANAGEMENT

Safely executed several projects and maintenance events requiring contractor involvement, closely monitored coordination to complete necessary safety training, met regulations and permitting requirements and hold safety briefings prior to work with zero incidents. Proactively involved with contractor safety meetings to coordinate work concurrent operating conditions and review safety concerns or incidents.

REGULATORY ASSET MANAGEMENT AND MEETING THE COMMITMENT

Diligent in meeting asset management requirements set by regulatory entities such as Naval Reactors and Federal Transit Administration. Directly interfaced with and reported to agency representatives in maintenance standards, historical logs, equipment condition reporting and operational trending and analysis. Instrumental in overseeing asset management environment and development of Business Intelligence reporting for improved operational decision making.

PROBLEM SOLVING

Employ vital solutions in resolution of business limiting complications resulting in improved availability and reliability of systems performance. Through risk analysis and collaborative engagement, work closely with operating teams to identify, analyze, and recommend solutions in the event of an incident to expose problems through a process of root cause analysis and indoctrinate lessons learned into future operations.

DELIVERY

Foster a strong and ethical work environment, dedicated to achieving improved performance of systems managed, consistent project delivery and meeting deliverables through establishment of workplace processes and practices. Maintain effective leadership of peers through collaborative engagement, empowerment of employees, systems ownership, emphasis on the customer, and a strong basis of continuing education and leadership development at all levels.

Experience

TRANSIT SYSTEMS TECHNOLOGIES DIRECTOR | SOUND TRANSIT | 2025-CURRENT

TRANSIT SYSTEMS OPERATIONS DEPUTY DIRECTOR | SOUND TRANSIT | 2022-2025

TRANSIT SYSTEMS OPERATIONS MANAGER | SOUND TRANSIT | 2018-2022

TRANSIT SYSTEMS OPERATIONS SUPERVISOR | SOUND TRANSIT | 2013-2018

TRANSIT SYSTEMS MAINTENANCE SUPERVISOR | SOUND TRANSIT | 2008-2013

TICKET VENDING MACHINE FIELD TECHNICIAN | SCHEIDT & BACHMANN | 2007-2008

REACTOR OPERATOR /WORK CENTER SUPERVISOR | US NAVY – USS ABRAHAM LINCOLN | 2001-2007

OPERATION ENDURING FREEDOM

OPERATION IRAQI FREEDOM

OPERATION UNIFIED ASSISTANCE

GLOBAL WAR ON TERRORISM

1. What is your vision for our City and community?

I would like to take part in Sumner's ongoing development and growth as more people move into Sumner and see the value that my family did when we made the decision to move to Sumner. I would like to see the small-town charm and character remain, while working through necessary improvement projects to keep the community safe, support ongoing deployment of utility projects to meet necessary infrastructure needs, and investments in maintaining downtown vitality.

2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?

The three areas of highest priority to me are Public Safety, Asset/ Infrastructure Management and Economic Sustainability.

With the growth of the city, while attempting to maintain the small-town charm, this requires necessary frameworks to be in place. The public will want to know with this growth how are we going to maintain a safe environment, how are we going to keep up with aging infrastructure and balance this with new project costs, and finally how we further developing the community that drives vitality for our future generations.

These challenges cannot be answered simply and require further understanding of the problems that face the city, taking stock in the values of the community, and making hard decisions that allow the city to stay true to these. The complex and long-term problems of any city cannot be solved with a quick flashy project, rather with governance, frameworks and models can solutions be implemented that provide effective delivery of city improvements the public can feel and see for years to come. I would want to further understand the work we have done to date, what has led us to where we are today and define what success looks like as we chart a path forward. Likely the city is already doing much of this work, and I would want to see how I can best fit in these efforts.

3. What strengths would you bring to the Council?

I have provided over 20 years of combined public service with the military and Sound Transit, taking it upon myself to excel and take on increasingly greater responsibility within these domains. I have experience in contractor management, project management, contracts, budgeting, business development, coaching, personnel development, knowledge retention programs, asset management, maintenance, and repair operations.

Through academics I have completed a master's in business administration and a certification in project management, and have continued my outlook on lifelong learning daily, seeking to improve myself, my organization and those I work with daily. I recognize that to create change we first need to create that change from within. I approach challenges in anticipation of learning and building the necessary experiences to tackle the next that inevitably will come.

I am open to the ideas of others, seeking to listen first to be heard, looking to deploy solutions in an environment where we can collaborate on an outcome that is just for all parties involved. In my daily work I seek to employ a values-based behavioral approach to ensure the inclusion of diverse opinions, promoting equitable decision-making. Decisions and key organizational initiatives cannot live in a vacuum, rather these require adequate vetting by stakeholders with intimate knowledge and directly impacted by the outcomes rendered. It is through this work that an organization can hold itself accountable through the eyes of those they serve.

4. Explain your current and past community involvement and/or service on City, nonprofit, or public boards, committees, task forces, or commissions, and how this has contributed to the Sumner community. How is this relevant to the position of Sumner City Councilmember?

I have not previously served on a public board, nor have the activities I'll list below contributed directly to the Sumner community. I will list a few areas of work (outside my normal duties) I have conducted within my current role that may provide some insights into my work.

- In recent years I have served on a number of Sound Transit agency councils and strategy teams to drive initiatives, for example I took part on a Values Committee to create a values centered agency where I was one of twelve hand-selected by the deputy CEO and served for 2 years in starting the committee and deploying values initiatives.
- In another example, I served on a Strategic Priority goal team to support development and deployment of goal initiatives in support of creating a cost-conscious agency.
- I supported a divisional strategy team initiative to improve team dynamics for employees through knowledge management initiatives, development of structured training objectives driven by the division and engagement of contracted training resources and developing structured business planning standards and tools.

The relevance of this work and the position of Sumner City Councilmember align in that important broad initiatives impact and support a community. With this, a level of engagement to ensure all points are heard and opportunity is given to bring in varied perspectives is necessary. Additionally, interpersonal skills are required to push aside one's own agenda and seek out paths/ solutions that any one individual could ever hope of achieving. In short, this work required collaboration and consideration of others to provide outcomes to benefit the wider community, skills that are necessary to operate within the Councilmember role.

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL

Applicant Information

(Please type or print)

Applicant Name	Folk	Travis	R
	Last	First	MI

Residence Address [REDACTED]

Contact Phone [REDACTED]

Date of Birth (mm/dd/yr) [REDACTED]

E-Mail [REDACTED]

Are you a registered voter living at least one year within the City limits of Sumner? ☒ Yes ☐ No

The information provided is true and I affirm that I will support the Constitution and laws of the United States and the Constitution and Laws of the State of Washington.

02.17.2026 Date

Resume

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Travis R Folk



JOB INTEREST
Sumner City Council

Personal Statement

I have been in construction since I was 16 years old. I started as a labor picking up job site and worked my way up from there. I am a loyal and dedicated individual who has an ambition to succeed in any given environment. I love to learn and pick up on things very fast. I am always up to a challenge whatever the situation. I get along well with others, while also working efficiently on my own. I received my associate's degree in electronics specializing in how to maintain and repair industrial equipment, pneumatics, and robotics. I worked as a general contractor for over 10yrs learning and doing all phases of construction projects. From land development, multi-family, and turn-key custom homes. My job at GTF Construction took the company from building four houses a year to forty three houses a year, within two years' time and improving the efficiency and budgeting of the office. I am seeking a position where I can develop and excel while giving my best to any employer.

PERSONAL INTERESTS

I enjoy spending time with my family, hunting, hiking, camping, and other outdoor activities.

OBJECTIVE

To continue my passion in construction and be more involved with the community.

EXPERIENCE

07/2024 – Present: Project Developer and Estimator

RNJ Construction 801Chestnut St, Sumner, WA 98390

A General Contractor Project Developer and Estimator bridges sales and production by transforming conceptual ideas into actionable, profitable construction plans. They analyze blueprints, perform takeoffs, solicit subcontractor bids, and calculate detailed labor/material costs. This role prepares, negotiates, and presents budgets while managing pre-construction feasibility.

04/2013 – 07/2024: Superintendent

Tritec Homes PO Box 951 Sumner WA, 98390

I'm Responsible for contractors and all activities on-site from land clearing to the finished key turn product, making sure everything is done per code and manufactures specifications, Scheduling, monitor and inspect all work from start to customer orientation. Work effectively with architects, engineers, do all lumber and hardware takeoffs, Maintain budgets, bids and schedules, Warranty management, Quality control, Vendor relations, Maintenance and Repair, Regulations and Safety, weekly safety meetings.

01/2000 - 01/2013: Project Manager / Superintendent

GTF Construction (8382 102nd ST e, Puyallup Washington 98373 253-221-5598)

I ran the day-to-day operations of a general contracting company. We specialized in spec and custom homes ranging from \$180,000 to \$700,000, multi-family, remodels, light commercial and land development. My duties also included designing and drawing house plans, Submitting projects for city and county approval, working closely with all subcontractors, Taking care of change orders, Job site safety, scheduling, getting bids and estimate's, making sure each job stay on budget and schedule, job quality control, going over all invoices and signing checks, working with banks on loans and draw schedules. Customer service and repairs, working with power tools, saw, grinders, drills, reading blue prints, cleaning all of the new homes, rental houses and job sites, meeting with all future and existing customers walk them through the building process and upgrades, keeping them up dated on daily work progress, taking care of all customers concern's, field work and maintaining a safe work environment. The duty is to ensure that both the health and safety project plans are implemented properly, monitoring the functions on site to oversee all the construction process, prepared budget is followed in terms of purchases and wages, organized the tasks to ensure that they are performed as required, maintained the records the total costs for materials bought and payments for work done, do the general inspection of the workers and their performance and safety, maintained the coordination with the building inspectors on the standard requirements of the site in terms of licenses and safety, supervised the subcontractors and suppliers to ensure that they are punctual and that they deliver. Tom decided to retire so I had to seek employment elsewhere.

09/1998 - 1/2000: Functional Testing / Electronics

Boeing (Oakdale Ave SW, Renton Washington 98055 206-766-2770)

My duty's at Boeing where CSMS, functional testing, trouble shooting, finding and replace damaged wires, replace damaged parts, hanging and test thrust reverser's, testing landing gear operation, install K-flaps, installing flaps Other tasks also include riveting cutting a installing composite panels, installing air ducts, testing electronic components, drill, bond, and rivet detail parts to Build Minor sub-assemblies, cockpit instrument panels, electrical boxes, duct assemblies, and assorted brackets. These sub-assemblies are later incorporated in larger assemblies that are subsequently installed on the airplane. Check work after completion of each operation in job and/or completed job to ensure assembly is complete per drawing, that there are no defects. I was able to go from an assembler to functional tests in 3 months

EDUCATION

09/23/1992 – 01/01/1995: Spokane Community College

Degree: Associate of Science

Major: Electric Engineering Tech

I learn valuable skills on how to read schematic, wire and repair circuit boards, how to maintain and repair industrial equipment, pneumatics and robotics.

OSHA 10-hour construction safety certification

CRP/First aide certified

Dear Members of the Sumner City Council,

If I'm chosen to serve on the Sumner City Council it would be an incredible honor and a responsibility I would carry with deep gratitude. This community has shaped so much of who I am after living here for 23 years, watching my kids grow up here, and now having the opportunity to give back in a meaningful way would truly mean the world to me. I would approach the role with humility, dedication, and a genuine commitment to listening to the people of Sumner. To be trusted to help guide the future of our city, its neighborhoods, its families, its local businesses, would be both inspiring and humbling, and I would work every day to earn that trust.

- 1) My vision for our city is to preserve our small-town charm and strong sense of community, where neighbors support one another, while also encouraging thoughtful growth through new businesses, community activities, and opportunities that enhance the quality of life for all residents.
- 2) I feel the three highest priorities and/or issues are
 - A) Infrastructure & Growth Management
 - Managing growth so it doesn't overwhelm schools, parks, or transportation infrastructure
 - B) Public Safety & Community Well-Being
 - Effective policing, Emergency preparedness, and Community trust and transparency
 - C) Housing Affordability & Homelessness/Drug use
 - Rising housing costs outpacing wages, Limited supply of affordable units, the increase of homelessness related to drug use
- 3) The strengths I could bring to the city council is
 - A) A Community-Centered Mindset
 - My understanding of the needs local residents, you listen first, act second
 - B) Practical Problem-Solving
 - I approach issues with a clear, solutions-oriented mindset
 - C) Industry Knowledge
 - My knowledge of building and developing in the housing industry and what it takes to make housing more affordable
 - D) Collaborative Leadership
 - I know how to bring people together, even when they disagree
 - E) Strong Work Ethic and Follow-Through
 - I don't just talk about ideas — I execute them

F) Vision for Long-Term Growth

- I think beyond quick fixes and consider how decisions affect the city's future

4) My experience is very limited in the past community involvement.

- I have helped with the Puyallup Food Bank picking up food from local stores and delivering it to the food bank.
- I worked with Ramathan donating time to build ramps for private residence.
- I have worked with Homes for humanity getting them through county inspection for a new home.
- Working with my dad as a family construction company we supplied carpenters to work on the homes and property of women that have been through abuses relationships
- I donated time to a vet ran charity called Send-A-Vet

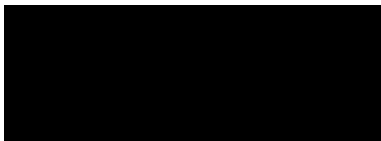
Please keep in mind a City Council member doesn't just need formal board experience; they need:

- An understanding of everyday resident experiences
- A willingness to listen
- A commitment to fairness and transparency
- A connection to the community they represent

My background gives me exactly that. Because I've experienced Sumner the way most residents do, not from a boardroom, but from the ground level, I bring a perspective that is relatable, practical, and deeply connected to the community's real needs

Thank you for your time

Travis Folk



APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL

Applicant Information

(Please type or print)

Applicant Name	Huo	Amy	A
	Last	First	MI

Residence Address [REDACTED]

Contact Phone [REDACTED] Date of Birth (mm/dd/yr) [REDACTED]

E-Mail [REDACTED]

Are you a registered voter living at least one year within the City limits of Sumner? ☒ Yes ☐ No

The information provided is true and I affirm that I will support the Constitution and laws of the United States and the Constitution and Laws of the State of Washington.

Date _____

Resume

Please attach a resume of no more than two pages to this application.

Supplemental Questions

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EDUCATION

Mitchell Hamline School of Law, St. Paul, MN – J.D., May 2024

Honors: *Mitchell Hamline Law Review*, Volume 49: Associate, Volume 50: Managing Editor
Cybaris®, *An IP Law Review*, Vol. 15: Associate Training Editor; Dean's List (all semesters); CALI
Excellence for the Future Award (Torts); Pace Environmental Moot Court Team

Publication: 'FOWL' PLAY IN THE POULTRY BUSINESS: HOW LACKLUSTER ANTITRUST ENFORCEMENT AND
MONOPSONY MARKET CONDITIONS NEGATE MUTUAL ASSENT IN CHICKEN PRODUCTION CONTRACTS, *in*
DRAKE JOURNAL OF AGRICULTURAL LAW, Spring 2024

University of Delaware, Newark, DE – M.A., English Literature, 2012

University of Wisconsin, Madison, WI – B.A., English, 2008

BAR ADMISSION Washington State, Admitted September 27, 2024

LEGAL EXPERIENCE

Tacomaprobono Community Lawyers

Staff Attorney II, Housing Justice Project's Appointed Counsel Team, August 2024–Present

- Completed intake, managed cases from start to finish, and strategically planned defense against client eviction proceedings
- Implemented civil rules and conducted show cause hearings and trials in accordance with the Residential Landlord Tenant Act and Mobile Home Landlord Tenant Act as well as local rules for Pierce, Benton, and Thurston counties
- Drafted briefs, pleadings, motions, discovery related to casework and maintained positive working relationships with clients

Washington State Office of the Attorney General

Law Clerk, Antitrust Division, August 2023–April 2024

- Analyzed current proposed state antitrust legislation
- Reviewed and code merger notification documents in Everlaw
- Drafted research memorandums on complex legal issues involving choice-of-law, eDiscovery, assurances of discontinuance, contract enforcement for no-poach and non-compete clauses

Law Clerk, Government Compliance and Enforcement Division, June 2023–August 2023

- Drafted Motions to Dismiss, Declarations, Exhibits, Motions for Summary and Partial Summary Judgment
- Researched complicated legal topics and drafted advice and informational legal memorandums
- Observed client tribunals, advice meetings, internal divisional moot court, enforcement hearings, depositions, and oral arguments at the Washington State Court of Appeals

Economic Inclusion Clinic

Certified Student Attorney, Spring 2023 Semester

- Created and executed a full legal business entity curriculum including videos, a teaching manual, presentation, forms and materials for the purposes of teaching formerly-incarcerated individuals how to start their own businesses in the state of Minnesota

Wrongful Convictions and Sentencing Clinic, Fall 2023–Spring 2024

Student Attorney, Fall 2023–Spring 2024

- Reviewing case materials to craft recommendation on whether to pursue exoneration of incarcerated individuals

Open Markets Institute, Washington, D.C.

Agricultural Policy Intern, May 2022–April 2023

- Published articles on proposed antitrust rulemaking and other antitrust law available at my [Linktree](#)

ADDITIONAL WORK EXPERIENCE

Full-time Parenting, March 2020–May 2022

Line Cook, Chef, Executive Chef and Food Truck Owner, October 2013–March 2020

Sumner City Council Vacancy Application Answers

Applicant: Amy Huo

1. What is your vision for our City and community?

Generally, my vision for the City is not dissimilar from the plans for progress already in place for the future, and the actions being taken by current members of council to ensure our community grows in a sustainable manner. While I did not grow up here, we did *choose* to make our home here. My vision for the City and community aligns with facilitating a welcoming, thoughtful, safe, and healthy community – the community we envisioned ourselves a part of when we moved to Sumner.

More specifically, my vision for the future of the City involves sustaining the proper environment to support local business growth and attracting new businesses that sustain residents' basic needs. For example, local grocery options, more restaurants, and diversified housing opportunities for new residents would support younger families moving into the area. Young families contribute to the vibrant, growing nature of the community. I also envision a positive and trustworthy relationship between the city's administration, law enforcement, and Sumner citizens.

2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?

- A. **Local Businesses:** Revising current ordinances, regulations, and licensing to support established businesses to thrive as well, as to attract new businesses, would be a top priority. Specifically, I would like the City to explore ways to attract more restaurant options and stores downtown that would serve basic citizen needs. I would be a champion for increased local food access and a local grocery, even perhaps a co-op, in town.

While we cannot necessarily change state requirements for licensing and permitting, I would advocate for exploring ways to reduce licensing and permitting fees for new businesses within the city limits - even if the solution involves some kind of graduated or increasing fee structure. I would also propose that the City examine whether building codes need updating to evaluate whether there may be flexibility with regard to renovation requirements, especially for restaurant spaces. Understanding where we can support local tax credit opportunities or other incentives to provide the support that burgeoning businesses need may also be another avenue to facilitate new business in town.

- B. **Infrastructure:** Encouraging public transit should be a top priority of our city because of some of the concerns with parking availability and the growth coming to our city. At this point, Sumner is building a lot of new housing; and, unfortunately some of the proposed housing developments come with limited parking. We need to be able to address the everyday needs of the community for folks who may not be able to drive and encourage new residents not to drive/clutter up the streets with parking. To do that, Sumner needs strong public transportation infrastructure. While the Sounder is great for those who work in neighboring cities, more and better bus service, carshare and rideshare opportunities would help relieve some of the transportation issues and congestion in the area. I acknowledge that funding would be a challenge to make this happen, but I would make it a top priority to explore avenues that may help access to more transportation methods that reduce the need for every resident having their own car just to access basic grocery, medical assistance and other necessities.

Sumner City Council Vacancy Application Answers

Applicant: Amy Huo

- C. **Areas for Community Gathering:** While not an issue discussed as frequently, I would make supporting more areas for the community to gather both indoors and outdoors that provide space to connect citizens a top priority. At this time, we have limited options for Sumner residents to gather in significant groups outside of events already hosted by the City in City spaces. Along with supporting more revitalization of Main Street, I would try to find new ways to support indoor spaces to gather, hold meetings, and provide space for private events in the City. We have many beautiful park spaces, but there is a lack of indoor space for community members and I would make it a priority to explore ways to attract either business owners who could provide that space, or explore other ways to achieve that goal.

3. What strengths would you bring to the Council?

I have a wide range of varied personal and professional experience, from owning my own food business, advocating for local food systems and farmers, as well as serving the broader Pierce County area defending indigent tenants facing eviction. I also have experience working for the Attorney General for the State of Washington. As an attorney, I am familiar with legal principles, critically evaluating positions, and carving out strategies through negotiation that support all parties involved in litigation.

My strengths lie in my demonstrated commitment to serving the public and being able to listen to my clients' goals and provide solutions. One of my greatest strengths is the ability to prioritize goals presented to me by a client or member of the public, pivot when necessary regarding strategy to achieve those goals, and proceed to making progress toward resolution. I have had difficult conversations in difficult spaces with folks on all sides of a given issue and I am a strong advocate for others. Councilmembers often face challenging decisions and I believe I have great strength in navigating passionate conversations while maintaining integrity and a calm demeanor.

4. Explain your current and past community involvement and/or service on City, nonprofit, or public boards, committees, task forces, or commissions, and how this has contributed to the Sumner community. How is this relevant to the position of Sumner City Councilmember?

I have been on the Planning Commission now for about 9 months and ran an election campaign for City Council this past fall. Speaking with citizens throughout this process has given me insight into what issues Sumner citizens have on their minds. I have considered all of the feedback I have received, and continue to receive, from Sumner residents. This feedback guides my comments on Planning Commission as well as my past City Council campaign platform. This is relevant to becoming a Councilmember because I believe my role is to listen intently to citizen concerns and ensure I take those concerns under advisement when making decisions for the community. Those decisions are not to be taken lightly. I also have a child in the Sumner school system and have worked hard to create meaningful connections with community leaders at large so that I am informed regarding broader issues.

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL

Applicant Information

(Please type or print)

Applicant Name	Malcolm	Mark	
	Last	First	MI

Residence Address [REDACTED]

Contact Phone [REDACTED] Date of Birth (mm/dd/yr) [REDACTED]

E-Mail [REDACTED]

Are you a registered voter living at least one year within the City limits of Sumner? ☒ Yes ☐ No

The information provided is true and I affirm that I will support the Constitution and laws of the United States and the Constitution and Laws of the State of Washington.

_____ Date _____

Resume

Please attach a resume of no more than two pages to this application.

Supplemental Questions

Please respond to the following questions regarding your interest in the position of Councilmember for the City of Sumner on separate pages using no more than two pages total:

1. What is your vision for our City and community?
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**Michelle Converse, City Clerk
City of Sumner
Councilmember Recruitment
1104 Maple Street, Sumner, WA 98390**

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL POSITION

Thank you for your interest in serving the community as a member of the Sumner City Council.

The timeline for filling the Council vacancy is as follows:

February 17, 2026:	Application and supplemental material due by 5:00pm
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March 16, 2026:	Swearing in of new councilmember (tentative)

To be considered, your application must be completed and received by the City Clerk. **Applications and supplemental materials received after 5pm will not be accepted.** Additional written information after this date will not be accepted, unless requested by the City Council.

Please submit the following items:

- Application (see page 3)
- A resume of **no more than 2 pages**.
- Answers to the Supplemental Questions of **no more than 2 pages total**.

For further information, please contact
Jason Wilson, City Administrator.
jasonw@sumnerwa.gov | 253-299-5501

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Councilmember Recruitment
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Councilmember Eligibility, Requirements & Public Disclosure

To be eligible to be appointed to the Sumner City Council, you:

- Must have continuously resided within the Sumner city limits for a minimum of one year prior to your appointment to the Council, and
- Must be a registered voter in the City of Sumner.

Please note that:

- Once a Councilmember application is filed with the City, it is a public record available to the public.
- The applications received from all candidates who meet the minimum requirements of State law, along with the answers to the supplemental questions, will be posted on the City of Sumner website as part of the Council's meeting packet the week of the initial interview.
- If appointed, you will be required by state law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov).
- **This appointment is through 2027.**

City Council Duties & Compensation

The Sumner City Council is the legislative authority of the City of Sumner. The City operates under a Mayor-Council form of government. The seven-member City Council serves as the legislative body of the City. The Council is responsible for setting policy, adopting the annual budget, adopting laws, determining the services to be provided and the funding levels for those services, and appointing citizens to its advisory boards and commissions.

The duties of a City Councilmember will likely involve an average minimum commitment of 18-20 hours per month for preparation, participation, and attendance at various meetings and community activities. Beyond the broad duties previously mentioned, Councilmember duties include, but are not limited to:

- Required attendance at regular City Council meetings and study sessions, which are held every Monday evening, starting at 6:00pm. From time to time, the City Council or Mayor may call special City Council meetings to handle city business.
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- Some travel is expected locally, regionally, and/or within the State of Washington in accordance with the City travel policy applicable to all employees and City officials as well as the budgetary limits set for each Councilmember and for the City Council as a whole.

The current bi-weekly Councilmember salary is \$645 (\$16,770 annually). No benefits are offered.

Oral Interview Process

On Monday, February 23rd the Council will conduct in-person interviews. The order of interviews will be determined by a random draw at the beginning of the meeting. Candidates will be asked to respond to five questions which will be provided to the applicant in advance.

The Council may set a time limit for each candidate to respond to the oral interview questions.

Profile

Operations and communications executive with extensive experience leading complex organizations, managing multimillion-dollar budgets, and aligning stakeholders around strategic outcomes. Proven record in governance, procurement, vendor oversight, and public-facing communications. Experienced nonprofit board member committed to community vitality, arts access, and transparent leadership. Brings a fiscally disciplined, people-centered approach to public service.

Relevant Leadership Experience

Owner – Stuck Junction Handyman and Residential Repair

Licensed, bonded, and insured contractor providing residential repair and small construction services throughout Pierce and King County.

- Operate a locally owned small business serving homeowners and property managers
- Manage permitting, code compliance, inspections, and contractor regulations
- Prepare estimates, schedules, and project budgets
- Coordinate subcontractors and suppliers
- Ensure jobsite safety, quality standards, and customer accountability

Public sector relevance: Small business perspective, housing maintenance and safety, permitting and regulatory experience, neighborhood-level problem solving.

Vice President, Operations – Worktank

Led organizational operations during a period of rapid change, delivering large-scale virtual programs for corporate and nonprofit clients.

- Oversaw compliance, contracting, and vendor procurement
- Led cross-functional teams spanning sales, creative, and technical operations
- Partnered with Finance to develop and manage annual operating budgets
- Established organizational performance metrics and reporting systems
- Directed strategic planning and service delivery priorities
- Managed vendor sourcing, negotiations, and relationships
- Served as senior liaison to clients and community partners

Public sector relevance: Budget stewardship, contracting oversight, organizational accountability.

Chief of Staff – Microsoft Events & Studios

Directed communications, planning, and operational rhythm for a global events division producing major corporate and public-facing programs.

- Produced business reviews and strategic planning reports
- Led internal communications and all-hands forums
- Developed performance review and accountability frameworks
- Managed leadership meeting cadence and decision processes

Public sector relevance: Executive communications, transparency, performance management.

Group Manager & Executive Producer – Microsoft Production Studios

Managed one of the largest corporate media production organizations in the U.S.

- Delivered 1,800 projects annually
- Managed \$20M operating budget
- Led multidisciplinary teams across production and operations
- Designed vendor selection and KPI systems, improving efficiency and accountability

Public sector relevance: Large-scale budget management, operational efficiency, procurement reform.

Senior Producer, Interactive Media – Microsoft Studios

Founded and scaled an interactive media division.

- Managed \$4.5M annual budget
- Built cross-industry vendor partnerships
- Designed production and quality assurance workflows
- Recruited and led specialized staff

Public sector relevance: Program development, contract management, team building.

Community & Arts Leadership

Board of Directors – International Ballet Theatre

- Supported governance, fundraising, and community programming
- Advanced regional arts access and education

Professional Associations

- Association of National Advertisers (ANA)
 - West Coast Media Committee
 - Social Media Committee
- Past Member: SMPTE, BDA, ITVA
- Member of Strong Towns.org – an organization focused on creating livable, safe and inviting towns.

Public sector relevance: Nonprofit governance, cultural investment, community partnerships, and smarty community growth.

Education

Western Washington University – Bellingham, WA

Kellogg Executive Education – Chicago, IL

1. What is your vision for our City and community?

My vision is for Sumner to remain one of the most livable small cities in Washington — fiscally resilient, people-centered, and well-managed in its growth.

This necessitates the city government to be financially disciplined, transparent, and responsive to residents. It also means protecting what people value most about Sumner — our historic downtown, agricultural roots, and strong sense of community — while planning responsibly for the growth pressures facing the valley.

I want Sumner to be a town where residents feel heard, small businesses thrive, infrastructure keeps pace with development, and people can move around easily and safely.

Success looks like:

- A financially sustainable city with strong reserves and predictable capital planning
- A vibrant, end-to-end Main Street supporting local commerce and gathering places
- Transportation options that improve safety and reduce congestion
- Growth that pays for itself and strengthens — not strains — city services

2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?

A) Main Street & Downtown Economic Vitality

Historic Downtown Sumner is one of our greatest assets, but it faces pressure from regional competition, redevelopment costs, and shifting retail patterns.

Policy Actions:

- Incentivize downtown revitalization through façade grants, tenant improvements, upper-floor housing conversions, new or expanded businesses
- Partner with the Sumner Downtown Association on a 5-year small business retention and recruitment plan
- Update design standards to preserve historic character while remaining financially viable
- Prioritize infrastructure investments — lighting, sidewalks, public spaces — emphasizing east of Valley Avenue to support cohesive expansion

Measurable Outcomes:

- Reduced Main Street commercial vacancy rates
- Diversified retail and dining mix
- Increased sales tax revenue
- New upper-story residential units supporting foot traffic

B) Transportation, Mobility & Regional Congestion

Constrained by rivers, rail, and SR-410, mobility is one of Sumner's most complex challenges. Heavy pass-through traffic impacts safety, infrastructure wear, and quality of life.

Policy Actions:

- Advocate for SR-410 congestion and safety improvements
- Expand biking and pedestrian infrastructure near schools and parks
- Develop a citywide walkability and bike plan linking downtown, the Sounder Station, and neighborhoods
- Pilot traffic-calming and freight-routing strategies in high-impact corridors
- Coordinate with WSDOT and freight partners on rail crossing and truck traffic mitigation

Measurable Outcomes:

- Reduced pedestrian and vehicle collision risks
- Increased non-vehicle trips to downtown and the Sounder Station
- Slower neighborhood traffic speeds and reduced cut-through volumes
- Reduced truck traffic on Traffic, Main, and Valley Avenue

C) Fiscal Stewardship & Infrastructure Sustainability

Like many cities, Sumner faces the long-term challenge of maintaining infrastructure amid growth, mandates, and rising costs.

Policy Actions:

- Double down on comprehensive asset lifecycle management for roads, utilities, and facilities
- Align development impact fees more closely with true infrastructure costs
- Prioritize capital projects using a framework weighing safety, economic impact, and deferred maintenance
- Maintain strong reserve policies to protect against economic downturns

Measurable Outcomes:

- Improved pavement condition index (PCI) scores
- Reduced deferred maintenance backlog
- Stable utility rates and predictable capital spending

3. What strengths would you bring to the Council?

I bring financial and operational leadership, strategic planning experience, and a community-focused approach to governance. Across large and small organizations, I've balanced budgets, competing priorities, and diverse stakeholder interests.

Key strengths include:

- **Systems thinking:** Understanding how land use, transportation, and finance intersect
- **Stakeholder alignment:** Navigating residents, businesses, and regulators toward workable solutions
- **Data-informed decision-making:** Grounding policy in measurable outcomes, not just intentions
- **Transparent communication:** Helping constituents understand opportunities and trade-offs

I pair long-term vision with disciplined, transparent decision-making.

4. Explain your current and past community involvement and/or service on City, nonprofit, or public boards, committees, task forces, or commissions, and how this has contributed to the Sumner community. How is this relevant to the position of Sumner City Councilmember?

I currently serve as a Member and Vice Chair of the Sumner Planning Commission, where I review development proposals, comprehensive planning, zoning, and long-range growth strategy.

This role has provided direct experience with:

- Land use and zoning frameworks
- Development economics and feasibility
- Public testimony and community concerns
- The impacts of State and County mandates on Cities
- Balancing growth with infrastructure capacity

I also regularly attend City Council meetings and study sessions to stay engaged in policy and budget decisions.

Beyond Sumner, I am a member of the Strong Towns network, which focuses on financial resilience, productive land use, and high-return infrastructure investment — principles directly applicable to Sumner's growth and fiscal planning.

Previously, in San Diego, I worked on homelessness initiatives and Mission Bay conservation, volunteered with the San Dieguito River Valley Conservancy, and served on nonprofit and industry boards including the International Ballet Theatre and Association of National Advertisers committees.

Collectively, these experiences strengthened my skills in governance, nonprofit oversight, environmental stewardship, and community engagement — with the goal of building a good life in a prosperous place — are directly relevant to serving as a City Councilmember.

APPLICATION FOR APPOINTMENT TO SUMNER CITY COUNCIL

Applicant Information

(Please type or print)

Applicant Name	Richardson	Matthew	H
	Last	First	MI
Residence Address	[REDACTED]		
Contact Phone	[REDACTED]	Date of Birth (mm/dd/yr)	[REDACTED]
E-Mail	[REDACTED]		

Are you a registered voter living at least one year within the City limits of Sumner? ☒ Yes ☐ No

The information provided is true and I affirm that I will support the Constitution and laws of the United States and the Constitution and Laws of [REDACTED]

2/17/26

Date _____

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- **This appointment is through 2027.**



Matthew H. Richardson

EDUCATION

Master of Arts

University of Washington, Tacoma, Washington, 2001-2003; IAS Department; (Adv. Prof. Allen) Political Philosophy and Public Policy – Emphasis in the progression of human rights and natural rights theory in political, social and legal struggles in the United States and Western civilization.

Bachelor of Arts

International Studies- Russian/East European Studies - Russian language minor
Henry M. Jackson School of International Studies (Senior Advisor- Herbert J. Ellison)
University of Washington, Seattle, Washington, 1988-1990

Naval Science- Naval ROTC (Midshipman) at the University of Washington with an additional 90 credits, Graduation in June 1990, and in Naval Reserve from 1987-1991

Education/ Teaching Certificate (Lic. # 404830B)

Saint Martin's University, College of Education- Olympia, Washington; 2003-2004
Certified to teach Math/Science, English (ESL), Humanities, History, and Social Studies, but have also taught HS Chemistry & Physics (Stadium HS) and Military Leadership (Mount Tahoma HS)

Associate of Arts in History

Highline Community College, Des Moines, Washington, 1986-1988 (after attending Eastern Washington University on football scholarship, but transferred to HCC after a football injury)

Washington State Realtors License and Notary Public (Washington) License # 209964

HIGH SCHOOL TEACHING EXPERIENCE

High School Teacher; 2005 to 2026 (with intermittent naval deployments, below)

- **Mount Tahoma HS-** Certified Teacher/ and long-term contract replacement 2019-2026
4634 S. 74th St. Tacoma, WA 98409 – 253-571-3800 – Letters of Recommendation on file.
- **Muckleshoot Tribal HS-** Certified Teacher- Algebra & Geometry, 2012-2015
15209 SE 376th St, Auburn, WA 98002 – 253-931-6709 – Letter of Recommendation on file
- **White River HS-** Teacher, Algebra & Geometry, White River High School-, 2005-2006
PO Box 1683 Buckley, WA 98321 – 360-829-3352 – Letter of Recommendation on file

Special Teaching Assignments

- Certified Sub specializing in long term instruction and contract replacements for the Tacoma School District at Stadium HS (Physics & Chemistry) and Mount Tahoma HS (Math and NROTC) and others. I am now USN-Inactive, a veteran of 7 deployments, and do not have any further obligations for future deployment and have returned to teaching permanently.

COLLEGE PROFESSOR EXPERIENCE

Professor of Philosophy & Ethics, United States Navy (2005-2015); 757-440-5301

1530 Gilbert St. Ste, 200, Norfolk, VA 23511 (Dean of College; Mike Webster letter on file)

- Philosophy 1301 – Introduction to the History of Philosophy; and other courses.
- Philosophy 2306 – Ethics and Moral Problems; and other courses.
- Philosophy 1304 – History of World Religions (an introduction to the world's religions)
- Career Counselor and Advisor for Department of the Navy and Central Texas College Military Students, Seminar Lecturer on Advanced Ethics and Preventative PTSD Training

Professor of Philosophy, (2013-2017); Northwest Indian College, 360-676-2772

2533 Kwina Road, Bellingham, WA – Muckleshoot Campus - (Contact- Julia Smiley or HR)

- Philosophy 101- Introduction to Philosophy (The History of Philosophical Thought)
- Philosophy 188- Topics in Ethics; and other courses on comparative and cultural ethics.
- Philosophy 235- Survey of World Religions throughout History (philosophical aspects)

COACHING & COMMUNITY

- **Varsity Assistant Coach Football** at Muckleshoot HS (Offensive Coordinator), 2013-15
- **Head Football Coach**, Peninsula Youth Football League 2016-19
- **Assistant Football Coach**, Wolfpack Youth Football League (DC) 2020-22
- **Varsity Assistant Basketball Coach**, Kentwood High School, 2007-08 (State semi-finals)
- **Staff Coordinator** at Mount Tahoma High School – Lore Club – 2021-22 (30 students)
- **Council Member**- City of Sumner 2003-2011, Deputy Mayor 2006-07, Vice Chair of the Pierce County Regional Council 2007-2011. Sumner Planning Commission 1998-2003

DISTINCTIONS & SERVICE

- Top Secret Clearances US Department of War in addition to DON Security certificates
- Commendations from US Navy Commanding Officers for courses taught in 2006, 2011, 2013
- Certificate of Municipal Leadership, Association of Washington Cities, Olympia, Washington

US NAVY ASSIGNMENTS & DEPLOYMENTS

- 1990- USS Henry M. Jackson SSBN 730 (3rd Fleet); 2006- USS Stennis CVN 74 (Professor); 2011- USS Barry DDG 52 (6th Fleet- Professor); 2011- USS Monterey CG 61 (6th Fleet Ballistic Missile Defense- Black Sea, Professor and Leadership Instructor- 2011- Navy Ethos Development Instructor at CPPD Fleet HQ in Norfolk VA and SEAL Team 8; 2013- USS Eisenhower CVN 69 (5th Fleet Operation Enduring Freedom-Persian Gulf AOO, Leadership Training Instructor; 2014- USS Kearsarge LHD 3 (6th Fleet Professor and Instructor)

REFERENCES & LETTERS OF RECOMMENDATION

Nick Parks, Principal, at Truman Middle School (formerly at Mount Tahoma HS)

5801 N 35th St, Tacoma, WA 98407, 253-571-5600. Letter of Recommendation on file.

Mike Webster, Dean; US Navy College, Center for Professional & Personal Development

1329 Bellinger Blvd., Suite 100, Norfolk, VA 23511-2330, 757-440-5301, mwebster@ctcd.edu
navyatlantic.headquarters@ctcd.edu (letter and commendation on file)

Kevin Fields, former Vice Principal; Muckleshoot Indian School, Auburn, WA,

342 NW Florida Ave, Chehalis, WA 98532; 253-736-5152; k32af@yahoo.com (letter on file)

City of Sumner Council Vacancy Questionnaire

2/17/2026

1. For the past 30 years, my vision for Sumner has been to preserve our character as a small community of neighbors. This means that we must continue to manage our growth in a way that “keeps us Sumner”, so that we and people that visit us, know where they are even into the future. This is hard to do for many cities, as you are all aware, but for Sumner it is especially important because it can be difficult for small cities to achieve in the modern world we live in. But this is why we are special and that’s why Sumner is worth the effort to preserve. With that priority in mind, I have served the City of Sumner for almost 14 years (8 on council and 6 on the planning commission) from 1998 to 2011. My five children (Sarah, Catherine, Mary, Luke and Ethan) have all attended Sumner HS, and my youngest is currently a junior. Luke and Ethan both played on Sumner’s state championship teams. My vision for my children and the people of our city is to live in a place of peace and safety, where asking for directions is as easy as asking your neighbor for milk and sugar. Where walking around town and through interconnected neighborhoods isn’t just safe and beautiful but also looks to be cared for by people proud to call Sumner home.

2. Ever since I built my first house here in 1996, and was appointed to the planning commission in 1998, the zoning, density, and design codes for the city have been a top priority. They continue to this day, in addition to safety, growth policy, and the maintenance of streets, parks and sidewalks. In the past, I voted for many of the aspects of the comprehensive plan we are still implementing and fine-tuning as we move forward. The building of the YMCA, the sidewalk fund, and much of the downtown plan were just a few parts of our early efforts. Much of this has made us the successful city we are today but there is still so much to do and improve. Issues like the Transportation Benefit District (TBD) or the Phase II of Heritage Park are complex and require planning and possibly the justification of new taxes. This particular time for Sumner is critical. These decisions have to be done right the first time because as we can see from other cities, we won’t get to undo any mistakes. The best way to meet these problems and opportunities is to engage with staff and our residents about what the issues are and what risks need to be avoided. This takes open government, collaboration, community meetings, and open dialogue (especially with staff) about what pathways are available to us for our future.

3. I am a father, teacher, coach, and former councilman who loves our city and what our community stands for. I have built two homes here in Sumner (Daffodil and Rivergrove), and I understand both Sumner's history and how our history can be preserved as we grow. There are so many pressures around us to do one thing or the other, and what council needs are steady hands on the wheel. I am a veteran and retired professor of philosophy and ethics for the US Navy. I have also taught high school History, Math, and English for years and served my country on 5 deployments from 2005 to 2015. My strength would be experience and knowing how to navigate the complexities. I know what's at stake and I am a team player when it comes to commissions, council members and staff. We all have our experiences and education, but our differences will help us turn over every stone to find our best answers. What's important is that with open minds, good information, and a willingness to listen and collaborate- we will be successful. That's what the people of Sumner want from their Council.
4. My community involvement includes the Sumner City Planning Commission (6 years), Design and Art Committee (building of Saint Andrews 1997-99), City Council (almost 8 years), Deputy Mayor 1 year, White River Task Force 2 years, Council-elected delegate to the Pierce County Regional Council (4 years) and vice-chair for 2 years, Certificate of Municipal Leadership (Association of Washington Cities 2009), Founder of the Sumner Vintage Motorcycle Show 2006-2008), founder of the Sumner Neighborhood Association 2002, WolfPack coach (2 years), Public Safety and Community Development Commissions (6 years), and local member of the American Legion. I believe I can contribute to our success as a city and community with the experience I have serving in the past. I was re-elected to Council in 2007 with 70%, but was unable to finish the term due to a 2-month deployment over-seas with the US Navy (USS Barry-Operation Odyssey Dawn) in the Mediterranean Sea starting 23 FEB 2011. The Council at the time, unaware of the superseding federal authority of my orders, mistakenly vacated my seat a month after my deployment. When I received word, there was nothing I could do. Instead of coming home I was deployed again on the USS Monterey. Copies of my orders were never shared with the Council or the city before I left, and the reason for my absence was not given in deference to my wife who did not want my absence from the home broadcast openly to the public. Disclosing orders, durations, and personnel movements are forbidden by law. As you may know, military orders override municipal obligations. Mr. Evers has seen these orders. I have been inactive since 2015 and have no reservations or conflicts going forward. My intent is to help and to be of service to you and our wonderful city. ***~Very Respectfully Yours, Matthew Richardson***

SUBJECT: Resolution No. 1745 - Confirming Emergency Declaration, Failed Storm
Main

CATEGORY: Resolution

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Resolution No. 1745 - Confirming Emergency Declaration, Failed Storm Main
2. Public Works Emergency Declaration Storm Main 2026

STAFF CONTACT: Andrea Marquez, City Attorney, Jason Wilson, City Administrator

SUMMARY BACKGROUND:

On February 24, 2026, following the failure of a storm main at the intersection of 24th Street East and 142nd Avenue East, City crews discovered damage that resulted in a sinkhole within the public right-of-way. Mayor Bowman declared an emergency in the City of Sumner by signing a Proclamation dated 27th of February 2026. City code requires the City Council to confirm any emergency proclamation at the earliest practicable time after the declaration of emergency. Tonight is the first regular meeting after the Mayor's declaration. In addition, this emergency has concluded and the Council, by and through this resolution, will also be terminating the emergency proclamation and any emergency powers and policies established thereunder, except those necessary to continue responding to any damage or condition caused by these events.

COUNCIL COMMITTEE/STUDY SESSION: MEETING/STUDY SESSION DATE: COMMITTEE RECOMMENDATION:
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STAFF RECOMMENDATIONS/MOTION:

Adopt Resolution No. 1745, confirming the Mayor's February 27th, 2026, Emergency Proclamation and terminating the same.

**RESOLUTION NO. 1745
CITY OF SUMNER, WASHINGTON**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUMNER,
WASHINGTON, DECLARING AN EMERGENCY AND WAIVING STATE
COMPETITIVE BIDDING REQUIREMENTS FOR THE REPAIR OF A FAILED
STORM MAIN AT THE LOCATION OF 24TH AND 142ND CAUSING A SINKHOLE IN
THE PUBLIC RIGHT OF WAY, ALL PURSUANT TO RCW 39.04.280.**

Whereas, RCW 39.04.280 provides that the City, by resolution, may waive competitive bidding requirements for public works in the event of an emergency. For purposes of RCW 39.04.280, an "emergency" is any unforeseen circumstance beyond the control of the municipality that either (a) presents a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken; and

Whereas, on Tuesday, February 24, 2026, the City discovered that approximately 15 feet of a 48" diameter storm main collapsed, causing threat of additional collapse to what is now believed to be approximately 300 feet of the line and causing a sink hole to form in a location near 142nd and 24th street, which is the main trunk line servicing some of the City's largest manufacturing and industrial warehouses and occurring in a road location that bears heavy truck traffic; and

Whereas, in December 2025 the City experienced an unprecedented 100-year flood event, leading to a declared emergency at the state and local levels, which flood event caused excessive and catastrophic stress on this aging storm main, ultimately exacerbating the risk of this damage and leading to the accelerated collapse of the line; and

Whereas, the failed storm main is also nearby and lower than Puget Sound Energy's 16-inch high-pressure gas main, rendering the immediate repair of this damage even more critical to avoid material loss or damage to not only City property, but to that of PSE and its customers; and

Whereas, the failed storm trunk line drains a large portion of the City's Manufacturing and Industrial Center, and the collapsed portion of pipe is about 500 linear feet from the outfall to the White River, possibly jeopardizing water that enters the White River and leading to flooding on adjacent private property due to a lack of stormwater conveyance; and

Whereas, a portion of this main thoroughfare is currently closed and the City has taking measures to bypass pump the stormwater in the location of this line, and will resume if moderate to heavy rainfall is experienced or if necessary to protect and preserve adjacent storm infrastructure; and

Whereas, repair of the 48" diameter storm main and all adjacent damage to the City's storm infrastructure constitutes a "public work" as defined by RCW 39.04.010(4); and

Whereas, an emergency repair is needed to quickly restore the storm main, mitigate damage, avoid private property damage, preserve clean water entering the White River, re-open this major corridor and get this storm main back in service promptly without damaging the PSE high pressure gas main; and

Whereas, City code and state law require that the Sumner City Council ratify and confirm, as early as practicable, any declaration of emergency.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUMNER, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Confirmation of Emergency Proclamation. The City Council of the City of Sumner finds that the facts set forth in the recitals of this resolution are true, hereby declares and certifies that the failure of the 48" diameter storm main constitutes an emergency under RCW 39.04.280, and ratifies and confirms the Mayor's declaration of emergency issued February 27, 2026.

Section 2. Through this confirmation and ratification of the Mayor's declared emergency, the City Council hereby waives the bidding requirements and authorizes staff to contract without solicitation of bids for the public works project comprised of the 142nd and 24th St. storm main emergency repair, and to take such actions as necessary to carry out the intent and direction of this resolution.

Section 3. Ratification of Prior Consistent Acts. Any actions of the City or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

Section 4. Corrections by City Clerk or Code Reviser. Upon approval of the city attorney, the city clerk and the code reviser are authorized to make necessary corrections to this resolution, including but not limited to the correction of clerical errors, or references to other local, state, or federal laws, codes, rules, or regulations.

Section 5. Necessary Procedures. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation

Section 6. Effective Date and Termination. This resolution shall take effect and be in force immediately upon passage by City Council and shall terminate, without further action by the City Council, upon completion of the emergency public work outlined herein.

APPROVED AND ADOPTED this 2nd day of March, 2026.

Carla S. Bowman, Mayor

ATTEST:

Michelle Converse, CMC, City Clerk

APPROVED AS TO FORM:

Andrea Marquez, City Attorney

**CITY OF SUMNER
PROCLAMATION OF EMERGENCY PURSUANT TO RCW 39.04.280
RELATED TO EMERGENCY REPAIR OF A COLLAPSED STORM MAIN AT
THE LOCATION OF 142ND AND 24TH ST.**

Whereas, RCW 39.04.280 provides that the City, by resolution, may waive competitive bidding requirements for public works in the event of an emergency. For purposes of RCW 39.04.280, an "emergency" is any unforeseen circumstance beyond the control of the municipality that either (a) presents a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken; and

Whereas, on Tuesday, February 24, 2026, the City discovered that approximately 15 feet of a 48" diameter storm main collapsed, causing threat of additional collapse to what is now believed to be approximately 300 feet of the line and causing a sink hole to form in a location near 142nd and 24th street, which is the main trunk line servicing some of the City's largest manufacturing and industrial warehouses and occurring in a road location that bears heavy truck traffic; and

Whereas, in December 2025 the City experienced an unprecedented 100-year flood event, leading to a declared emergency at the state and local levels, which flood event caused excessive and catastrophic stress on this aging storm main, ultimately exacerbating the risk of this damage and leading to the accelerated collapse of the line.

Whereas, the failed storm main is also nearby and lower than Puget Sound Energy's 16-inch high-pressure gas main, rendering the immediate repair of this damage even more critical to avoid material loss or damage to not only City property, but to that of PSE and its customers; and

Whereas, the failed storm trunk line drains a large portion of the City's Manufacturing and Industrial Center, and the collapsed portion of pipe is about 500 linear feet from the outfall to the White River, possibly jeopardizing water that enters the White River and leading to flooding on adjacent private property due to a lack of stormwater conveyance; and

Whereas, a portion of this main thoroughfare is currently closed and the City has taking measures to bypass pump the stormwater in the location of this line, and will resume if moderate to heavy rainfall is experienced or if necessary to protect and preserve adjacent storm infrastructure; and

Whereas, repair of the 48" diameter storm main and all adjacent damage to the City's storm infrastructure constitutes a "public work" as defined by RCW 39.04.010(4); and

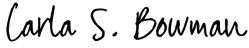
Whereas, an emergency repair is needed to quickly restore the storm main, mitigate damage, avoid private property damage, preserve clean water entering the White River,

re-open this major corridor and get this storm main back in service promptly without damaging the PSE high pressure gas main; and

Whereas, City code and state law require that the Sumner City Council ratify and confirm, as early as practicable, any declaration of emergency.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE CITY OF SUMNER that a public works emergency exists in the City of Sumner; therefore, the City of Sumner is authorized to take emergency actions including waiver of competitive bidding requirements for the repair of the collapsed storm main causing a sinkhole and posing a risk to the public health and essential services, including the risk of material loss or damage to property if not repaired expeditiously. The Mayor and/or the City Administrator for the City of Sumner is authorized to exercise the powers vested under this proclamation in the light of the urgent requirements of an emergency situation without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements).

Dated this 27th day of February, 2026.

Signed by:

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Carla S. Bowman
Mayor of the City of Sumner

Signed by:

6007C00DBF964A7...
Jason Wilson, City Administrator

Approved as to form:
DocuSigned by:

29517410A6DD49A...
Andrea Marquez, City Attorney