



Members: Elfers, Malcolm, Reinke, (Alt.) Wilsey

Staff Liaison: Deputy City Administrator Jeff Steffens, Chief Financial Officer Kassandra Raymond

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 (First Floor Conference Room), or virtually by using the meeting access link below. -

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CALL TO ORDER

COMMITTEE BUSINESS

1. Ordinance No. 2968 - Amending SMC 13.20.040 Monthly Sewer Rates
2. Surplus Authorization

REPORTS

1. Recruitment & Negotiation Update
2. Monthly Sales Tax Report

ADJOURNMENT



SUBJECT: Ordinance No. 2968 - Amending SMC 13.20.040 Monthly Sewer Rates

CATEGORY: Ordinance

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Ordinance No. 2968 - Sewer Rate Amendment

STAFF CONTACT: Kelly Harter, Finance & Utility Specialist

SUMMARY BACKGROUND:

This ordinance will amend municipal code to create a sewer rate for non-residential customers located outside of Sumner City limits that are connected to our sewer system.

These customers will be charged a 25% premium which falls in line with previous rate studies.

COUNCIL COMMITTEE/STUDY SESSION: Finance and Personnel Committee

MEETING/STUDY SESSION DATE: 5/12/2026

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Approve Ordinance No. 2968 Amending SMC 13.20.040

**ORDINANCE NO. 2968
CITY OF SUMNER, WASHINGTON**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUMNER, WASHINGTON,
AMENDING SUMNER MUNICIPAL CODE SECTION 13.20.040 MONTHLY SEWER
SERVICE RATES**

WHEREAS, the City adopts annual utility rates; and

WHEREAS, the City desires to create a new rate classification for nonresidential sewer customers outside city limits.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUMNER, WASHINGTON,
DO ORDAIN AS FOLLOWS:**

Section 1. Adoption. Sumner Municipal Code Section 13.20.040 is hereby amended as follows:

The monthly rate for each property/building connected to the city's sewer system, effective January 1, 2011, shall be as follows, unless otherwise required by this chapter:

A. Each single-family residence connected to the sewer system shall pay the minimum monthly rate plus the volume charge for each 100 cubic feet of water used each month above 500 cubic feet as measured by the water meter. Said rates and charges are presented in the Sumner utility rate and fee schedule available at City Hall and the city's website. The monthly sewer consumption rate shall be based on the average winter usage using the December, January, February, March and April monthly meter readings. The June billing will be based on this average winter usage and will remain the amount billed until the following June billing when it will be recalculated based on the previous six-month average.

B. Each multifamily dwelling unit connected to the sewer system shall pay the minimum monthly rate per each dwelling unit plus the volume charge for each 100 cubic feet of water used each month above 400 cubic feet times the number of dwelling units as measured by the water meter. The monthly sewer consumption rate shall be based on the average winter usage using the December, January, February, March and April monthly meter readings. The June billing will be based on this average winter usage and will remain the amount billed until the following June billing when it will be recalculated based on the previous six-month average.

C. All nonresidential customers (commercial, industrial, institutional, etc.) connected to the sewer system shall pay the minimum monthly rate per each equivalent residential unit (ERU), as defined in SMC § 13.16.030, assigned to it plus the volume charge for each 100 cubic feet of water used each month above 500 cubic feet times the number of ERUs as measured by the water meter. There will be no winter averaging for these customers. **All nonresidential customers outside the city limits shall be assessed a 25% premium.**

D. Rates for **residential** sewer service outside the city limits shall be set as a flat rate as adopted by the utility billing fee schedule.

E. If a single-family residential customer relocates to a new single-family house inside the city sewer service area, the previously established consumption average will be applied to the new address until the average is recalculated. A residential customer (either single-family or multifamily) who does not have three complete, consecutive bills at the time of recalculation of the consumption average will be assigned the system average of 700 cubic feet for their classification. Closing or partial bills will not be included in the calculation of the consumption average.

F. There will typically not be adjustments to residential sewer bills using the winter averaging for the intentional use of water such as irrigation, the filling of swimming pools, ponds, hot tubs or similar activities during the months when the averaging is determined.

Section 2. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of the ordinance or the validity of its application to other person's circumstances.

Section 3. Effective date. This ordinance shall be effective five (5) days from and after its passage approval and publication as provided by law.

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 ordinance, including the correction of clerical errors; ordinance, section, or subsection numbering; or references to other local, state, or federal laws, codes, rules, or regulations.

Passed by the City Council and approved by the Mayor of the City of Sumner, Washington, at a regular meeting thereof this 1st day of June 2026.

Mayor Carla S. Bowman

ATTEST:

APPROVED AS TO FORM:

City Clerk Michelle Converse, CMC

City Attorney Andrea Marquez

First Reading:
Date Adopted:
Date of Publication:
Effective Date:



SUBJECT: Surplus Authorization

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. May 2026 Surplus

STAFF CONTACT: Jeff Steffens, Deputy City Administrator

SUMMARY BACKGROUND:

The City is requesting surplus approval for two vehicles. Both vehicles are beyond their useful lives, have been replaced and are no longer needed for City operations. Chapter 3.36 of the Sumner Municipal Code outlines the authority to surplus and with values less than \$50,000, both vehicles would fall within the Finance and Personnel Committee's approval.

<p>COUNCIL COMMITTEE/STUDY SESSION: MEETING/STUDY SESSION DATE: COMMITTEE RECOMMENDATION: Do pass</p>
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STAFF RECOMMENDATIONS/MOTION:



CITY OF
SUMNER
WASHINGTON

MEMORANDUM

DATE: May, 2026
TO: Finance and Personnel Committee
FROM: Jeff Steffens, Deputy City Administrator

RE: Surplus Authorization

Unit 09-009
2008 Ford Edge
Estimated Value \$3,500



Unit 221-211
2016 Ford F250 Animal Control Truck
Estimated Value \$10,000



SUBJECT: Recruitment & Negotiation Update

CATEGORY: Information Only

BUDGET IMPACT: N/A

ATTACHMENTS:

STAFF CONTACT: Jeff Steffens, Deputy City Administrator

SUMMARY BACKGROUND:

Staff will provide a verbal update on recruitment and negotiation activity.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 5/12/2026

COMMITTEE RECOMMENDATION: Informational only; no Committee action required.

STAFF RECOMMENDATIONS/MOTION:

Informational only; no Committee action required.



SUBJECT: Monthly Sales Tax Report

CATEGORY: Information Only

BUDGET IMPACT: N/A

ATTACHMENTS:

STAFF CONTACT: Kassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND:

Staff will review monthly sales tax reporting. This is a regular reporting item. Please note, this report is provided only to those who have a WA State Department of Revenue Secrecy Affidavit Confidential Affidavit on file.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 5/12/2026

COMMITTEE RECOMMENDATION: Informational only; no Committee action required.

STAFF RECOMMENDATIONS/MOTION:

Informational only; no further action required.