



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. Join from PC, Mac, iPad, or Android:

<https://sumnerwa-gov.zoom.us/j/84074581654>

Phone one-tap:

+12532050468,,84074581654# US

+12532158782,,84074581654# US (Tacoma)

Webinar ID: 840 7458 1654

CALL TO ORDER

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

SPECIAL STUDY SESSION BUSINESS

1. Development Services Fee Update
2. Council Vacancy Process

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: Development Services Fee Update

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Doug Beagle, Development Services Director

SUMMARY BACKGROUND:

This is a continuation of the presentation from Monday, June 8, 2026 to address certain questions and scenarios raised by Council. As a reminder, the purpose of this study is to provide a summary of current fees along with recommendations for updating the schedule based upon the services provided by the City. The program is currently supported through a combination of General Fund resources and fee revenues. but given the applicant-specific service provided by reviews, the intent by the fee study was to obtain full cost recovery for the program. In order to do this, we will be evaluating alternative funding models, including a potential enterprise fund structure for the 2027/2028 biennium.

An updated presentation will be provided to Council under a separate email.

<p>COUNCIL COMMITTEE/STUDY SESSION: Study Session MEETING/STUDY SESSION DATE: 6/8/2026 COMMITTEE RECOMMENDATION:</p>

STAFF RECOMMENDATIONS/MOTION:

Increase general fund development fees by 30%, and create a development services enterprise fund.

SUBJECT: Council Vacancy Process

CATEGORY: Presentation

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Council Vacancy Presentation

STAFF CONTACT: Jason Wilson, City Administrator

SUMMARY BACKGROUND:

Councilmember Greg Reinke passed away on June 15, 2026, creating a council vacancy. State Law requires that the City Council appoint a replacement councilmember within 90 days. The Council Rules specify the process for advertising, accepting applications and the appointment process.

Staff will be reviewing the rules with Council this evening to kick off the process.

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



Council Vacancy Appointment Process Review

February 23, 2026

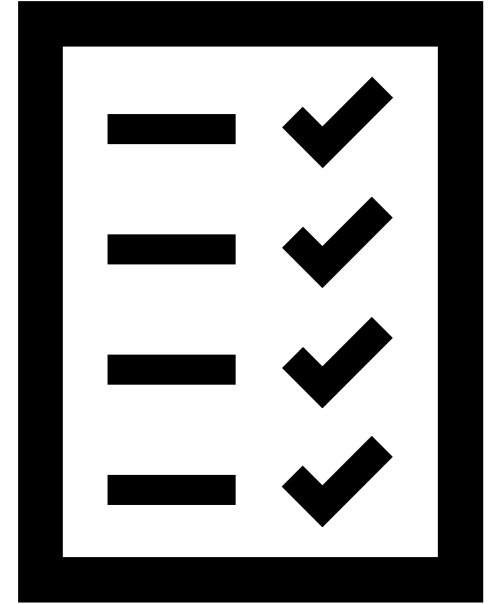
Governing Laws/Rules

- RCW 35A.12
- RCW 42.12
- Resolution No. 1695 – Council Rules set forth process



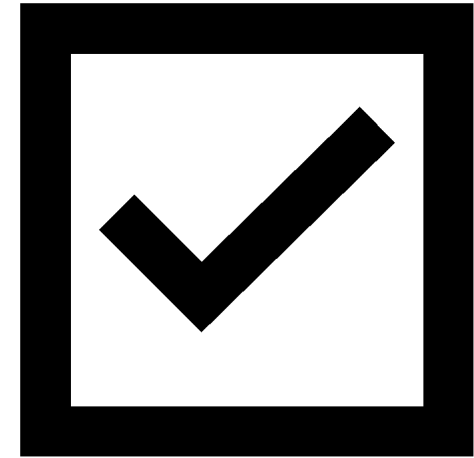
Qualifications

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



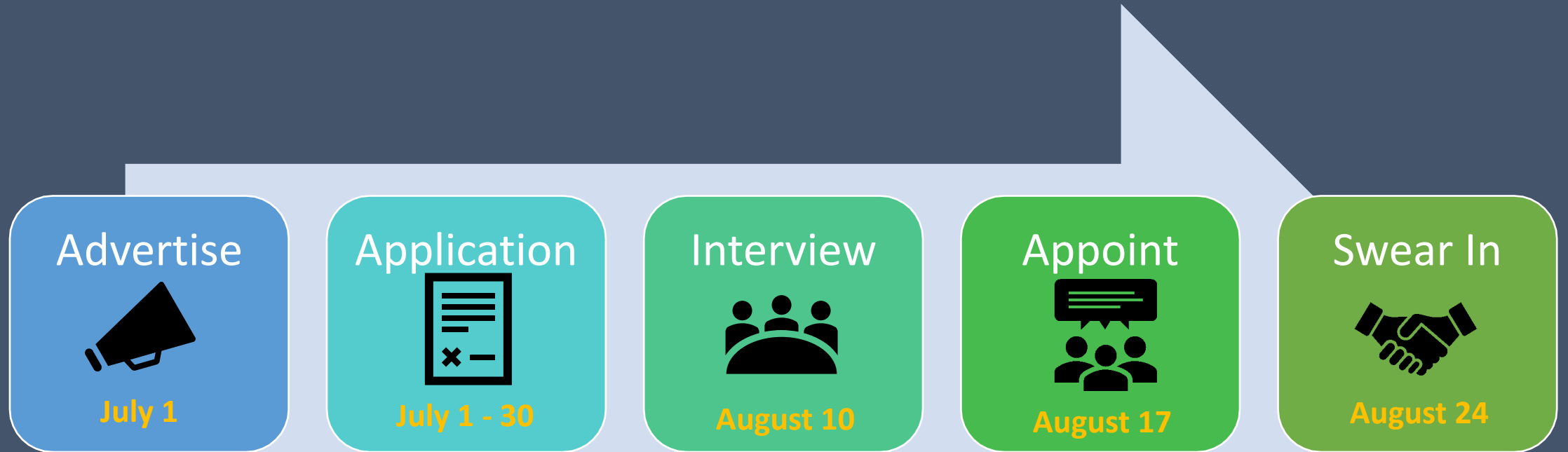
Term

- If a member vacates within year 1, the appointment shall be until the general election results of year 2 are certified.
 - This position will be on the ballot for 2027 general election.
 - Upon election certification, the duly elected official's "short" term is 2 years.
 - Maintains normal 4 year rotation of elections.



RCW 29A.04

Process Summary



Appointment must be completed within 90 days of vacancy.
If not filled within 90 days, the County Council required to appoint.

Advertise

Required:

- Website
- Newspaper of Record (Enumclaw Courier Herald)
- Posted notice at City Hall

Suggested:

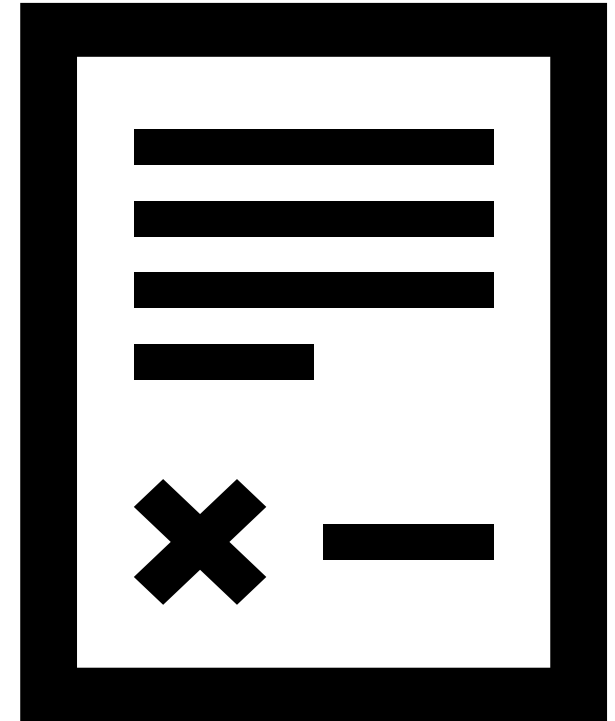
- E-Newsletter
- Social Media posts (X, FB, Instagram)



July 1

Application

- Due 30 days from date of posting
- Application, supplemental questions and a Resume are required
- Endorsements, letters of reference or other materials will not be accepted
- Applications and supplemental material:
 - Distributed to Mayor and Council
 - Posted electronically following PDC rules for disclosure

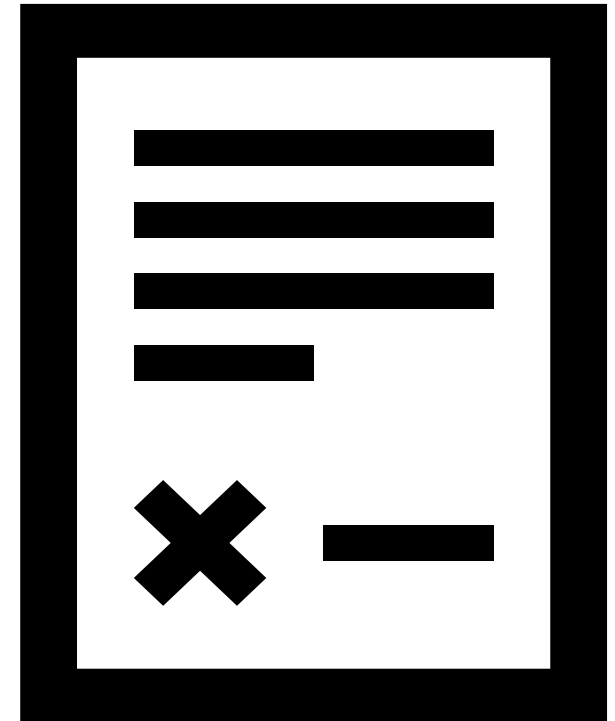


July 1 – 30
@ 5pm

Application- Supplemental Questions

(2 page limit)

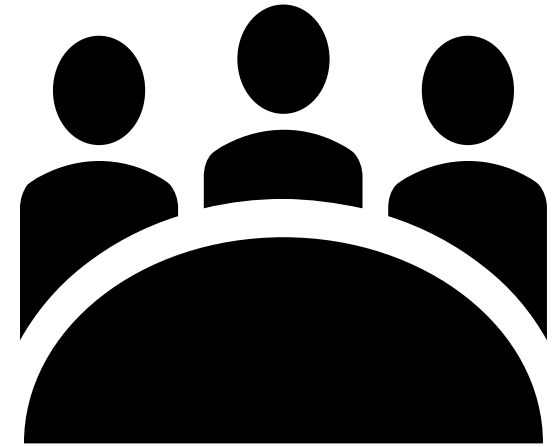
1. What is your vision for our City and community?
2. What are three highest priorities and/or issues you believe the City needs to address? How would you propose the City address these?
3. What strengths would you bring to the Council?
4. Explain your current and past community involvement and/or service 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?



July 1 – 30
@ 5pm

Interview

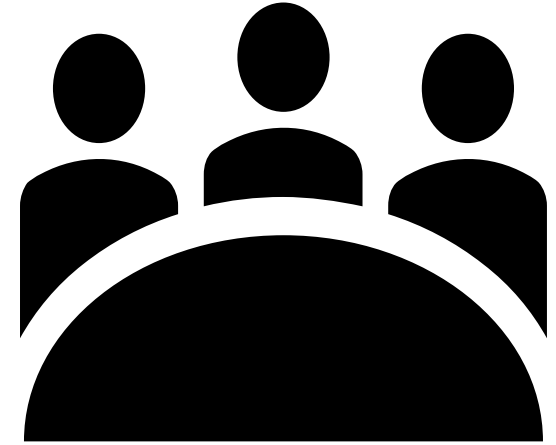
- Held at 1st available Study Session
- Order set by random draw
- Applicants not being interviewed may be asked to leave room, but not required
- Questions provided in advance



August 10

Interview Questions

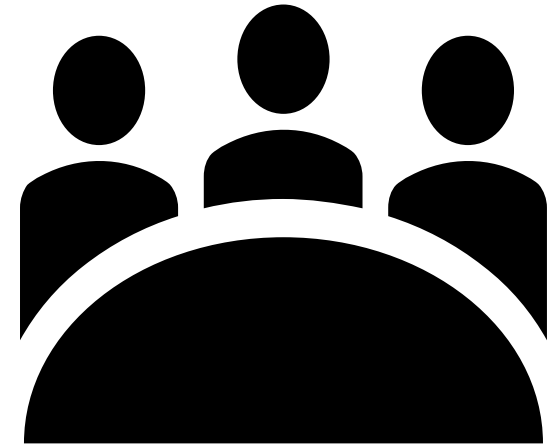
1. Why do you want to serve on the City Council? Is there something in particular you hope to accomplish while serving on the City Council?
2. As a Councilmember, you only have the legal authority to cast one of seven votes. What is your philosophy on how to build consensus or majority support for a program, policy, or regulation?
3. Please describe any form of public or community service you have, expanding on your written responses you provided with your application.
4. Council matters sometimes mean making hard decisions, that may not be publicly popular, may go against staff or Council recommendations, or even your personal perspective. Can you describe your approach to these difficult decisions while providing any similar examples from your experience.
5. Is there anything else you would like to add that would help us get to know you a little better?



August 10

Considerations

- Council may limit the response time based on number of applicants.
 - Not in rules, but historically we have limited responses to 5 minutes per applicant (not including clarifying questions).
 - March appointment was 10 minutes (more questions than historically asked)
- Council typically does not ask questions—applicants answer questions without being asked (presentation style)



Executive Session

- Discuss qualifications, no straw voting



Appoint-Nominations

- Optional Executive Session
 - Discuss qualifications, no straw voting
- Call for nominations
 - No second required
- Nominations closed by a motion, second and majority vote of Council
- Public Comment
 - Limited to 2 minutes per person



August 17

Appoint-Voting

- Voting by roll call votes
- Appointment requires majority vote
- May vote as many times as needed to obtain majority vote
- In the case of a tie, Mayor casts deciding vote
- Optional Executive Session
 - Discuss qualifications, no straw voting
- Council may postpone the election to a date certain if a majority vote is not received



August 17

Swear In

- New Councilmember is sworn in at next Regular Council Meeting
- The next Regular Council Meeting is September 8th, suggest suspending rules to swear in at the August 24th Study Session.



August 24



Questions / Discussion
