



City Council Finance & Personnel Committee Meeting Minutes of September 1, 2021

City Hall remains closed during Governor Inslee's "Washington Ready" order, a consequence of the Covid-19 pandemic. The Finance & Personnel Committee was held virtually via Zoom. The public was invited to attend the meeting virtually or telephonically using the call-in instructions in the published agenda.

Members Present: Barbara Bitetto, Charla Neuman, Patrick Reed (Chair)

Others Present: None.

Staff Present: City Administrator (CA) Jason Wilson, Administrative Services Director (ASD) Jeff Steffens, HR Manager Adrienne McNeilly

The meeting convened at 5:30 p.m. via Zoom.

Committee Business

Motion Deputy City Attorney Compensation Approval: ASD Steffens presented that a recently completed recruitment for the Deputy City Attorney had resulted in a candidate from the City of Bonney Lake with considerable experience. A recommendation was made to the Committee to authorize hiring this candidate at step 5 of the DT1 Salary Band (\$11,163). *Do Pass (Motion/Consent, September 20, 2021).*

Surplus – Authorize the surplus and sale of miscellaneous desk and cubicle parts: ASD Steffens reviewed the proposed disposition of surplus desk and cubicle parts currently stored at the City Shops. The anticipated dollar amount of salvage value falls within the Committee levels to authorize disposition. *Do Pass.*

Ordinance 2792 – Juneteenth Holiday: ASD Steffens presented an Ordinance which would add Juneteenth to the list of City recognized holidays. This recommendation would follow previously passed legislation by both the State and Federal governments. *Do Pass (New Business September 20, 2021).* *Note Councilmember Neuman arrived at 5:40 during the presentation of this item.*

Recruitment and Negotiations Update:

- 1) Negotiations:
 - a) The Police Guild contract was voted down. The City is meeting with the union on September 2nd and will be discussing next steps via Executive Session at the September 7th Council meeting.
 - b) Due to pending retirements and recruitments, the City has proposed beginning Teamsters negotiations in late September 2021, with the Teamsters' concurrence.
- 2) Recruitments:
 - i) HR Manager McNeilly shared an overview of current recruitment activity.

Non-Represented Salary Survey:

ASD Steffens, HR Manager McNeilly and CA Wilson presented Committee with the current status of the Salary Survey. They reviewed the need for a salary survey, the comparable cities and why they were chosen as well as the methodology used in performing the survey. Each salary band was reviewed and initial recommendations were shared with the Committee. Staff then highlighted several positions that were well behind their comps. (Study Session September 27, 2021)

Other: None noted.

With no further items, the meeting adjourned at 6:25 p.m.

Prepared by Administrative Services Director Jeff Steffens