



STUDY SESSION
City Hall – 1104 Maple Street
November 8, 2021 6:15 PM

The City of Sumner looks forward to welcoming members of the public to its meetings in-person, but until further notice will continue to conduct its meetings 100% virtually, using the ZOOM platform. The public is invited to attend using the ZOOM meeting access information below:

Please click the link below to join the webinar:

<https://sumnerwa-gov.zoom.us/j/81498749805>

Or One tap mobile : US: +12532158782,,81498749805# or +16699006833,,81498749805#

Or Telephone: 1 253 215 8782

Webinar ID: 814 9874 9805

CALL TO ORDER

Roll Call: Bitetto, Brown, Hamilton, Hayden, Hochstatter, Neuman and Reed

REGULAR BUSINESS

1. 2022 Legislative Agenda
2. Resolution No. 1598 - Setting the 2022 Ad Valorem Property Tax Levy
3. Ordinance No. 2800 - Authorizing Condemnation of 14403 29th Street East for Operations Facility
4. Ordinance No. 2802 - Mid-Biennial Budget Amendment

CITY ADMINISTRATOR REPORT

AGENDA SETTING

1. Council Committee Meeting Calendar
2. Council Agenda Calendar

EXECUTIVE SESSION

To discuss with legal counsel litigation that has been specifically threatened to which the governing body is likely to become a party per RCW 42.30.110(1)(i).

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: 2022 Legislative Agenda

CATEGORY: Resolution

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. 2022 Agenda
-

STAFF CONTACT: Carmen Palmer, Communications Director

SUMMARY BACKGROUND:

The Legislative Agenda connects State lawmakers with Sumner, informing them how potential legislation will affect their constituents here and encouraging key items for which the City needs their support. In past sessions, these agendas have helped complete the Traffic Avenue interchange, fund the White River Restoration Habitat project and fund Rainier View Park's covered playground.

This is a "short" session with a lot of large topics anticipated, including transportation, climate change and police reform. The goal of this agenda is to affect change within this session and also lay ground work for the 2023 long session.

The draft agenda is attached. Staff is seeking your input on what we're requesting and strategy. Once the language is set, we'll clean up its design, adding links, finalizing spacing, etc. on this document before it returns for your final approval.

COUNCIL COMMITTEE/STUDY SESSION: Study Session MEETING/STUDY SESSION DATE: 11/8/2021 COMMITTEE RECOMMENDATION:
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STAFF RECOMMENDATIONS/MOTION:

Approve the 2022 Legislative Agenda for distribution to legislators and partners in preparation for the 2022 State Session.

2022 LEGISLATIVE AGENDA **DRAFT**

FUND KEY TRANSPORTATION BUDGET PROJECTS

IMMEDIATE NEED: Fund shovel-ready \$7 million for Stewart Road Bridge construction.

We have been assembling the rest of the funding for more than 20 years. It's time to finish this key east-west transportation corridor; otherwise, **we will forfeit \$9 million in grant funding in 2024** for this \$30 million project. Serving Auburn's Lakeland Hills, Lake Tapps, Bonney Lake, Fife, Milton and Federal Way, this one project completes freight mobility, supports economic development, completes the regional trail system and supports critical salmon habitat (see below).

IMMEDIATE NEED: Transfer existing \$500,000 funding for SR 410 Interchanges. Six years ago, we asked for help with all three obsolete State interchanges in Sumner. Since then, with your support we completed the Traffic Avenue interchange improvements. We were able to finish without spending \$500,000 allocated by the State, a great savings for taxpayers! But now, to get those wisely placed funds working for motorists stuck in congestion, we need the State to shift those critical funds to the next priority interchange on the corridor: I66th/SR410, currently in design.

LONG-TERM: Include SR410/I66th Interchange and SR 167 Southbound third lane in any new transportation package. The SR410/I66th interchange is in design to fix a dangerous, existing bottleneck. On SR 167, WSDOT is currently adding a third lane northbound but does not have funding identified for a similar southbound lane through Sumner, resulting in a congested mess emitting carbon emissions every weekday commute, and now on weekends. What goes north typically comes south too.. Any new transportation package must include these regional priorities as well as WSDOT's long-term work on the SR 162 highway.

SUPPORT CITY SUCCESS FOR CLIMATE CHANGE

IMMEDIATE NEED: Restore salmon habitat and protect businesses against flooding by funding the Stewart Road Bridge Construction. More than just a transportation project, Stewart Rd Bridge is also part of the White River Restoration projects. This comprehensive resotation effort is a partnership with the Puyallup Tribe of Indians and Muckleshoot Indian Tribe to increase critical fish runs and provide flood protection to Sumner's Manufacturing Industrial Center. We appreciate previous funding of the corresponding Habitat restoration, yet these companion pieces must all happen to truly let the river flow freely and realize the full benefit of improved fish runs.

ONGOING: Support local planning for best regional impact. Past bills have sought to transfer local planning from cities to Olympia for a one-size-fits-all approach. However, Sumner's local planning has prompted over 1,000 new units in the permit pipeline, with our population growing by 25% around multi-modal transit options. Small cities like Sumner are already shifting residents away from reliance on single-occupancy vehicles while retaining historic neighborhoods that attract residents in the first place. State efforts should support rather than supplant this success. To learn more, please contact Ryan Windish, Community Development Director, at 253-299-5524 or ryanw@sumnerwa.gov.

CONTINUE POLICE REFORMS THAT IMPROVE SAFETY

IMMEDIATE NEED: Continue to work with WASPC for effective reform. An accredited law enforcement agency for 16 years now, Sumner's vision remains to set the standard of excellence for policing in a small city. We continue to improve training and policies and in 2021 added body-worn cameras. There is more work to be done. Please continue to work with WASPC and AWC to make sure legislative intent and the impact on the streets are aligned. We look forward to working together to increase safety for both officers and the public. If you have any questions on how proposals impact day-to-day policing, please contact Chief Brad Moericke at 253-299-5641 or bradm@sumnerwa.gov. We can even schedule a ride-along!



YOUR WORK MAKING AN IMPACT IN SUMNER! **DRAFT**



RAINIER VIEW PARK COVERED COURT HEADING TO CONSTRUCTION

Just after your last session, record high heat reinforced the need for covered, accessible places for kids, seniors and all ages to gather and exercise through rain, sun, and dark winter evenings. This important project is in design with construction following.



WHITE RIVER RESTORATION'S HABITAT PROJECT FUNDED

This project, one of four companion projects for Sumner's White River Restoration, received full funding with your investment. We've submitted permits to the Army Corps and continue to work with a wide range of partners including Pierce County, the Puyallup Tribe of Indians, the Muckleshoot Indian Tribe, Forterra, BNSF, Cascade Water Alliance and others to return over 170 acres to habitat, simultaneously providing flood protection for regional/national supply chains and improving habitat for critical fish species that support the Orca populations of Puget Sound.



TRAFFIC AVENUE COMPLETED UNDER BUDGET!

As we continue to talk about transportation challenges, we want to thank you again for your support in improving the Traffic Avenue interchange. As traffic counts return to more normal levels, the impact of this project to better serve buses, cars, response vehicles, bicycles and pedestrians is fully realized. Even more, it lays the pattern for how cities and WSDOT can work together to get more transportation projects done across the state. Confirmed in our annual audit, Sumner carefully managed State-awarded funds well, spending responsibly and effectively.

MEET MAYOR...

CONTACT US

Mayor

253-299-5790,

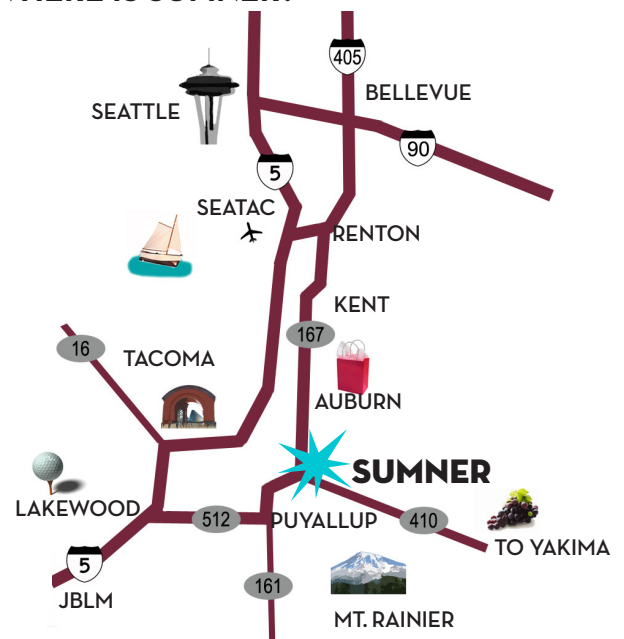
Jason Wilson, City Administrator

253-299-5501, jasonw@sumnerwa.gov

Carmen Palmer, Communications Director

253-299-5503, carmenp@sumnerwa.gov

WHERE IS SUMNER?



WWW.SUMNERWA.GOV

  **@CityofSumnerWA**

SUBJECT: Resolution No. 1598 - Setting the 2022 Ad Valorem Property Tax Levy

CATEGORY: Resolution

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Ad Valorem Property Tax Presentation
-

STAFF CONTACT: Cassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND:

Annually, City Council must evaluate and set the ad valorem property tax levy for the upcoming tax year. Staff reviewed the Tax Year 2021 levy, Tax Year 2022 preliminary certification of assessed valuation, and Tax Year 2022 levy scenarios with the Finance & Personnel Committee. A public hearing for the Tax Year 2022 property tax levy rate was held November 1, 2021. This Study Session will provide City Council the opportunity for follow-up discussion, and to provide staff with direction. Setting the property tax levy is scheduled for action at the regular City Council meeting of November 15, 2021. The City is required to certify its Tax Year 2022 property tax levy to Pierce County no later than November 30, 2021.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee 10/06/2021

City Council Study Session 10/25/2021

Public Hearing 11/01/2021

Study Session 11/08/2021

Regular Council Meeting 11/15/2021

MEETING/STUDY SESSION DATE: 11/8/2021

COMMITTEE RECOMMENDATION: Forward discussion of levy rate options to Study Session.

STAFF RECOMMENDATIONS/MOTION:

Review Tax Year 2022 property tax levy options and provide staff direction for action.

2022 Property Tax Levy



CITY OF
SUMNER
WASHINGTON

City Council
November 8, 2021

About Property Taxes

- Most stable source
- 24% of the General Fund revenue (2021)
- Public hearing held November 1, 2021
 - Received four e-mailed and one verbal comment
- Resolution November 15, 2021
- Resolution must be passed and certified to Pierce County by November 30, 2021

State Law

RCW 84.55
authorizes taxing
districts with a
population of
10,000 or more
to increase its
levy up to 1.0%
from the highest
lawful levy since
1985.

EXAMPLE OF ORDINANCE/RESOLUTION REQUESTING HIGHEST LAWFUL LEVY

Ordinance/Resolution No. _____
RCW 84.55.120

WHEREAS, the _____ of _____ has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year _____ 2022 ; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 4,108,955.00 and,
(Previous Year's Levy Amount)

WHEREAS, the population of this district is ☐ more than or ☐ less than 10,000; and now, therefore,
(Check One)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy
is hereby authorized for the levy to be collected in the _____ 2022 tax year.
(Year of Collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 390,320.51
which is a percentage increase of 9.499% from the previous year. This increase is exclusive of _____
(Percentage Increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,
any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Levy Capacity



The difference between the City's requested levy and the maximum levy amount is called "banked capacity"

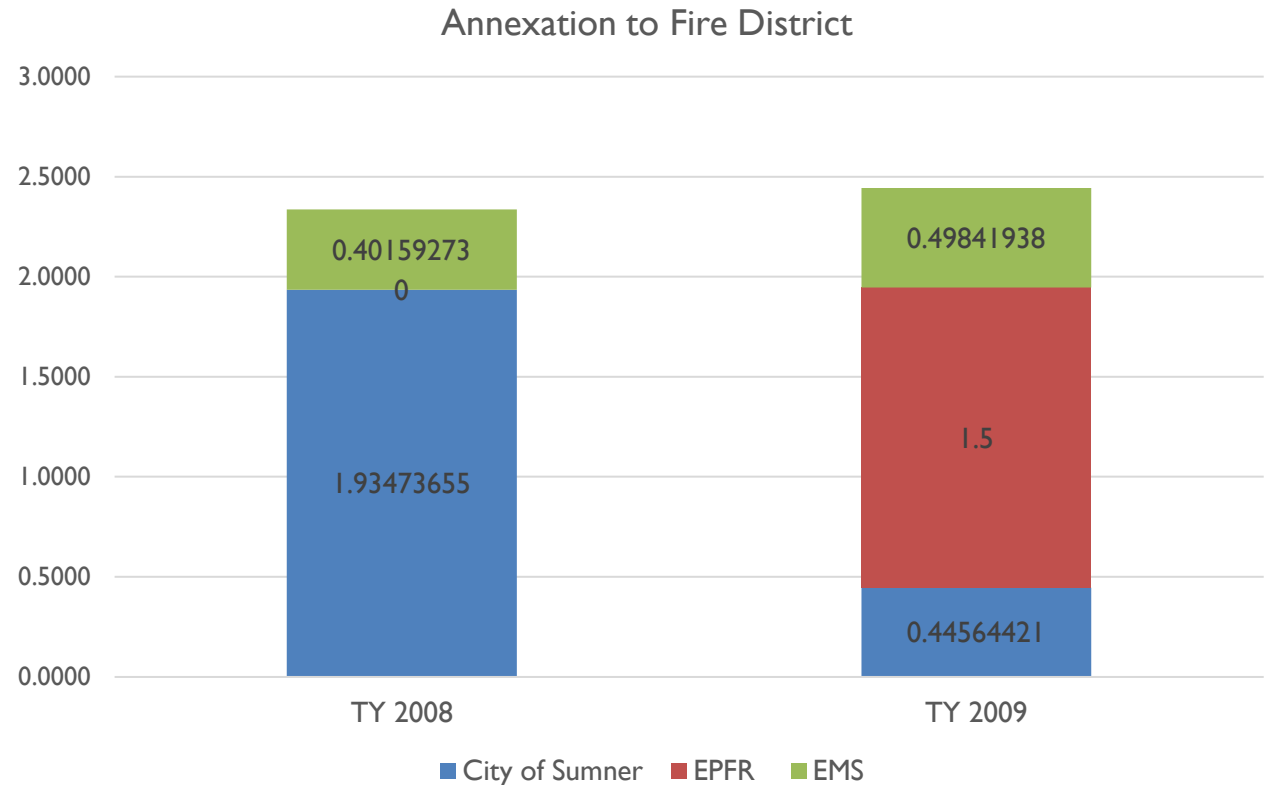
The City reserves this capacity through language in the property tax resolution.

Banked capacity is recalculated annually as part of Pierce County's certification.

2009...

In 2009, the City of Sumner annexed to the East Pierce Fire District.

Although not required, the City reduced its operating levy by the full amount assessed by the Fire district, banking the amount not levied.



Opportunity Cost

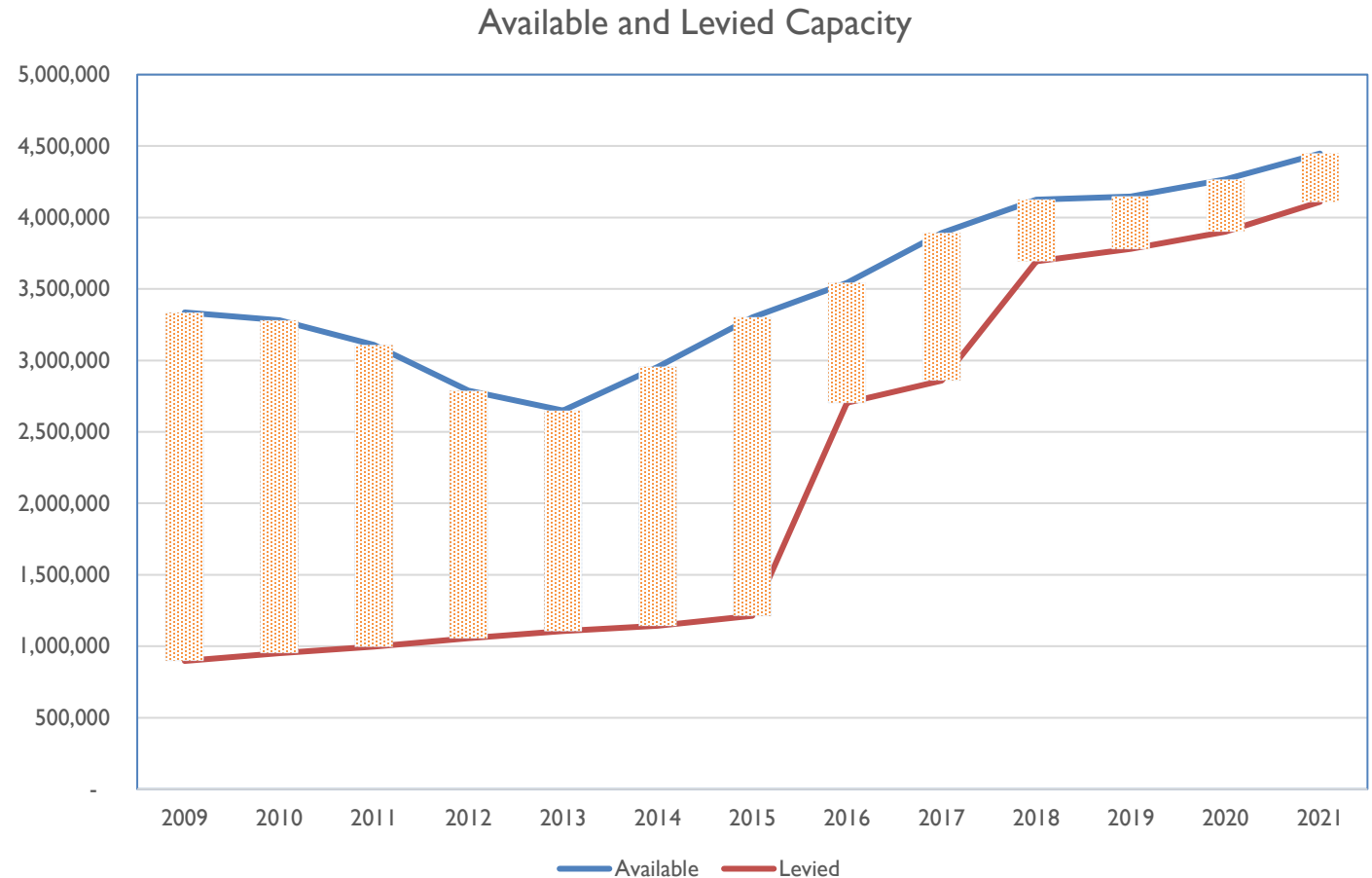
Missed ability to fund
outstanding
projects...

*Park Improvements (Bennett,
Seibenthaler, Quinell)*

*Main Street Visioning
(Heritage Park acquisition)*

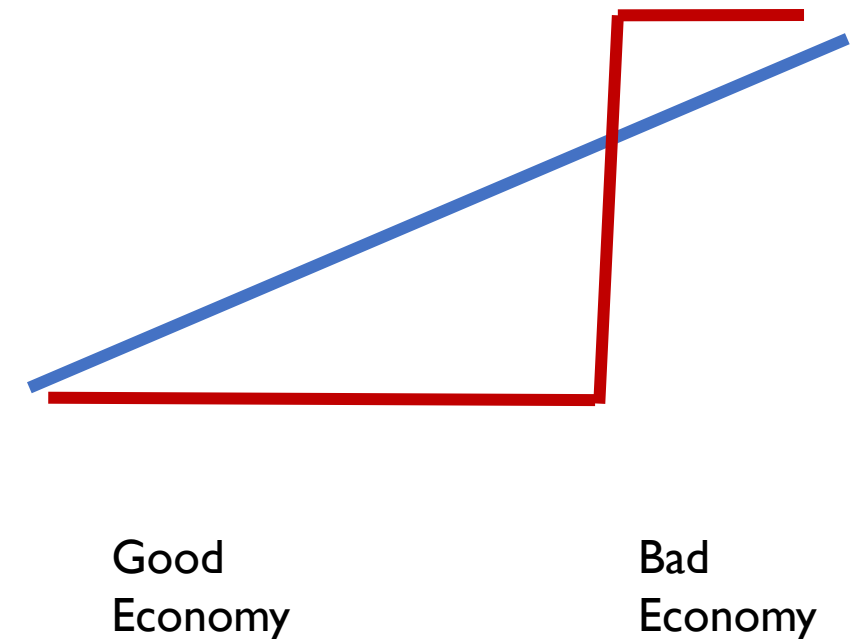
City-wide sidewalks

Restroom Facilities



Public Perception & Trust

- Consistent, incremental increases each year are easier on property owners than wild fluctuations.
- When City "need" is high, economy will be bad, which hits property owners when they can least afford it.
- Bonney Lake utility example.
- Other levies could magnify impact.



Weird Economy

- Pandemic, unrest
- Gas prices/costs of some goods skyrocketing
- Everyone hiring (or trying to!)
- Unreal home values
- Unprecedented social support for impacts—ARPA, etc.

SOUTH SOUND
BUSINESS



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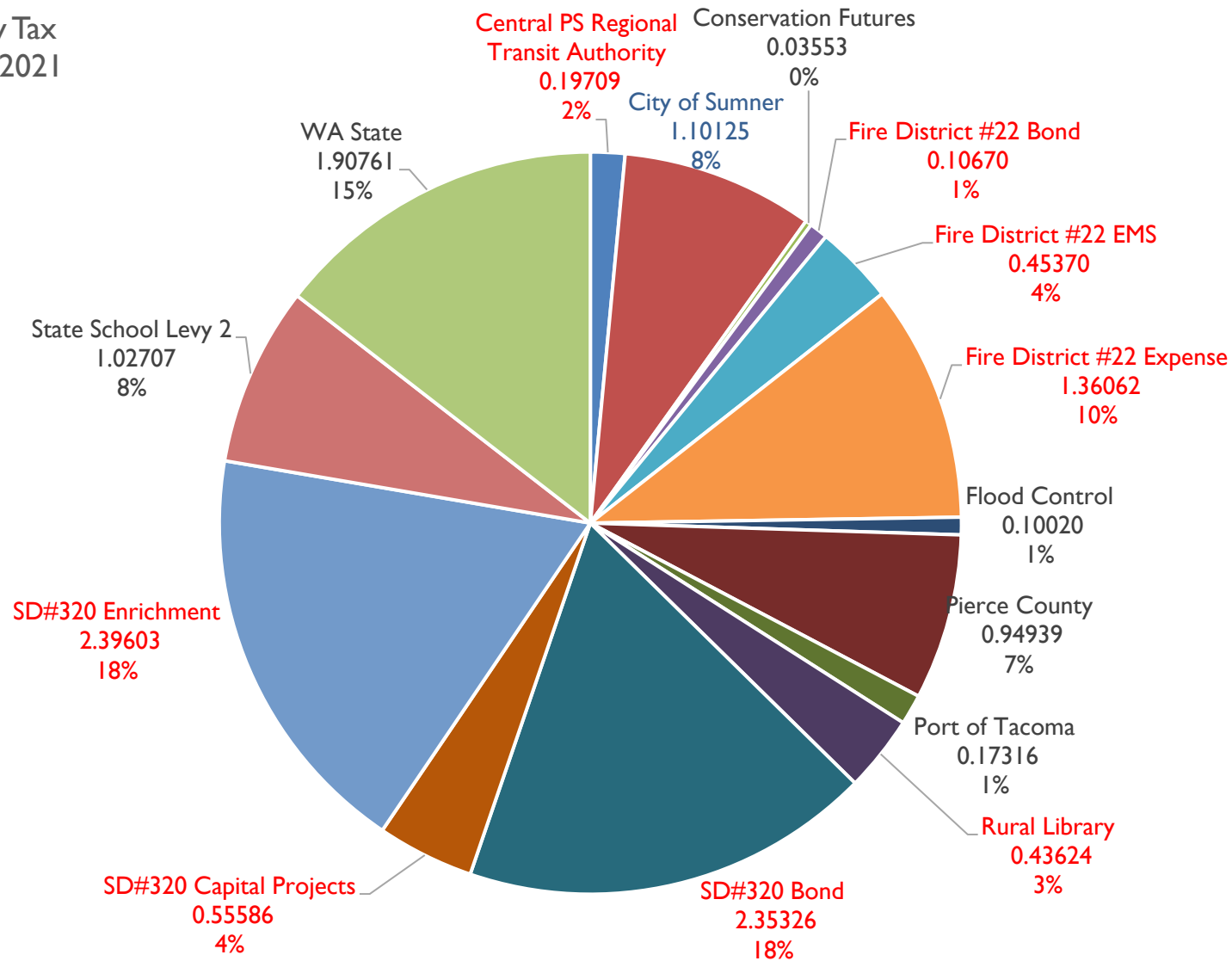
Log In

Study: Washington Sees Highest Annual Salary Increase Nationwide in Last Decade

By Sienna Joshi Nov 1, 2021 Updated Nov 1, 2021

Property Tax Distribution

Property Tax
Tax Year 2021



Property tax is the 2nd largest revenue source in the General Fund;

The City receives 8% of Sumner's overall property tax assessment.

SBLSD = 48%

EPFR = 15%

Distributions in red font are voter approved

Preliminary Certification

	TY 2021	TY 2022	Change
Assessed Valuation	\$3,731,166,761	\$4,280,857,384	15%
A/V Single Family Residence	\$376,024	\$439,404	17%

Levy Examples

	0% Increase	1.0% increase	2.5% increase	Max Levy 9.5% Increase
TY2021 Levy	\$4,108,955	\$4,108,955	\$4,108,955	\$4,108,955
Increase over TY2021	\$0	\$41,090	\$102,724	\$390,310
+ Additional revenue from NC&I	\$107,616	\$107,616	\$107,616	\$107,616
+ Additional revenue from administrative refunds	\$513	\$513	\$513	\$513
Total TY2022 Levy	\$4,217,084	\$4,258,173	\$4,319,808	\$4,607,393
Levy per \$1,000	\$0.9851	\$0.9947	\$1.0091	\$1.0763
<i>Monthly change from 2021 Average single family residence</i>	<i>\$1.56</i>	<i>\$1.56 + \$0.35 =\$1.91</i>	<i>\$1.56 + \$0.88 =\$2.44</i>	<i>\$1.56 + \$3.34 = \$4.90</i>

**Based on Pierce County's preliminary values. Final values will be released in late November and may update this number.*

Average Homeowner Impact

Tax Year	Assessed Valuation	Levy Rate*	Levy Amount
2021	\$376,024	\$1.1012	\$414.10
2022 @ 1.0%	\$439,404	\$.9947	\$437.08
Change	+\$63,380	-(0.1006)/\$1,000	\$22.98/year \$1.91/month

Tax Year	Assessed Valuation	Levy Rate*	Levy Amount
2021	\$376,024	\$1.1012	\$414.10
2022 @ 2.5%	\$439,404	\$1.0091	\$443.40
Change	+\$63,380	-(0.0922)/\$1,000	\$29.30/year \$2.44/month

* Rounded. City portion of property taxes, based on average single family residential assessed values provided by Pierce County, including inflation.

Property Tax Levy



	0%	1.0%	2.5%	9.5%*
General Fund	\$3,537,084	\$3,578,173	\$3,639,808	\$3,927,393
City Council Strategic Reserve	\$350,000	\$350,000	\$350,000	\$350,000
Street Operations & Capital	\$330,000	\$330,000	\$330,000	\$330,000
Total	\$4,217,084	\$4,258,173	\$4,319,808	\$4,607,393
Increase in General Fund over 2021	\$108,129	\$149,219	\$210,853	\$498,439

*Full amount allowable in Sumner by State law

Next Steps



October 25 Council Meeting—Study Session on Property Tax

November 1 Council Meeting—Public Hearing on Property Tax

November 8 – Study Session Follow-up

November 15 Council Meeting –
Vote on Property Tax Resolution

SUBJECT: Ordinance No. 2800 - Authorizing Condemnation of 14403 29th Street East
for Operations Facility

CATEGORY: Ordinance

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. Ordinance No. 2800 - Authorizing Condemnation of 14403 29th Street East for Operations Facility

STAFF CONTACT: Andrea Marquez, City Attorney

SUMMARY BACKGROUND:

Three years ago, the City acquired several parcels of property as the first step to relocating and constructing a new, state-of-the-art Public Works Operations The City is in the process of designing a new Public Works Operations Facility, which is anticipated to replace the currently outdated and undersized facility, and is being designed to accommodate growth in both the City and City staff. During the design, it was discovered that additional property is necessary to build an appropriate new facility that contains all of the necessary components to enable the City to provide vital city services. Two additional parcels were identified, and are located immediately across the street from the originally acquired parcels. While the City always endeavors to acquire property and negotiate purchase prices amicably and consistent with supporting appraisal data, the City does have constitutional authority to use eminent domain to acquire private property for public purposes. The ordinance before council tonight will authorize the City to initiate condemnation proceedings if the property is not timely able to be acquired without filing such litigation. Nothing granted by this ordinance, or the City's eminent domain authority shall foreclose current and future negotiations with the property owner subject to this condemnation authorization.

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

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:

Motion to approve Ordinance 2800 authorizing the City to initiate and pursue condemnation proceedings related to the acquisition of 14403 29th St. E for use in the new Public Works Operations Facility.

ORDINANCE NO. 2800

AN ORDINANCE OF THE CITY OF SUMNER, WASHINGTON, RELATING TO THE CITY'S REPLACEMENT PUBLIC WORKS OPERATIONS FACILITY; PROVIDING FOR THE ACQUISITION OF REAL PROPERTY AND/OR PROPERTY RIGHTS CONCERNING TAX PARCEL NO. 0420124025 FOR THE CONSTRUCTION AND EXPANSION OF A PUBLIC BUILDING, NAMELY A NEW PUBLIC WORKS OPERATIONS FACILITY AND ITS NECESSARY COMPONENTS; PROVIDING FOR THE CONDEMNATION, APPROPRIATION, TAKING AND DAMAGING OF LAND AND OTHER PROPERTY RIGHTS NECESSARY FOR THAT PURPOSE.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUMNER DOES
HEREBY ORDAIN AS FOLLOWS:

SECTION 1. RECITALS AND FINDINGS

1.1 The City of Sumner ("City") Public Works Department maintains public infrastructure and provides essential public services, including but not limited to water, sewer and storm utilities, waste water treatment, parks, streets, fleet and public facility maintenance, and other services for the protection, health and safety of the community.

1.2 Due to substantial recent and future growth in the City's population and the associated expansion of necessary public services provided, the City's Public Works Department has increased in both staffing size and vital equipment, rendering the current Public Works Operations Facility, which was constructed in approximately 1998, severely undersized and inadequate.

1.3 Due to the inadequacy of the current operations facility property, City field crews, supplies and equipment are split up and spread across numerous temporary locations making security, storage and access to equipment, as well as continuity of operations and staff communication challenging.

1.4 In 2019, after determining the most appropriate location for a replacement Public Works Operations Facility that would be (1) in an accessible and appropriate location, (2) large enough to provide adequate space for the City's Public Works staff and equipment, and (3)

reasonably sized so as to sustain the City's anticipated growth in the coming decades, the City purchased four properties along the south side of 29th St. E.

1.5 During the design of the new replacement Public Works Operations Facility, it became apparent that the previously-purchased properties were not collectively large enough for the construction of a new Public Works Operations Facility with all of the necessary components to allow the City to continue providing vital public services.

1.6 The City then identified two additional parcels directly across 29th St. East that are of sufficient size and proximity that would, together with the previously acquired parcels, accommodate the required components for the new Public Works Operations Facility.

1.7 City staff, together with the City's right of way acquisition consultants, are in the process of negotiating the purchase of the two additional properties.

1.8 The authority granted by this Ordinance, and the exercise of eminent domain authority, shall not foreclose current and future negotiations with the owners of the property subject to this condemnation.

1.9 The action taken hereunder is consistent with, and pursuant to, the City's authority granted by Chapter 8.12 of the Revised Code of Washington.

SECTION 2. CONDEMNATION

The City shall proceed to condemn the subject property, set forth and legally described on Exhibit A attached hereto and incorporated herein, for public purposes, subject to the making or paying of just compensation to the owners thereof in the manner provided by law.

SECTION 3. PUBLIC CONVENIENCE, USE AND NECESSITY DECLARED

Public interest, public use and necessity demand that the real property located in Pierce County, Washington, legally described in Exhibit A to this Ordinance be and the same is hereby condemned for the construction of a new City of Sumner Public Works Operations Facility.

SECTION 4. JUST COMPENSATION

All lands, rights, privileges and other property lying within the limits of the property described in Exhibit A hereto are hereby condemned, appropriated, taken and damaged for the purpose of constructing the City's new Public Works Operations Facility and other public use. Such lands, rights, privileges and other property are to be taken, damaged and appropriated only after just compensation has been made or paid into court for the owner(s) thereof in a manner provided by law.

SECTION 5. COST OF IMPROVEMENT

The entire cost of the improvement and acquisition provided for by this Ordinance shall be paid from the City utility funds, General Fund, and public bond issuance for construction of the new facility or from such other funds of the City of Sumner as may be available and authorized by law. Nothing in this Ordinance shall preclude the City's receipt of grants, gifts or bequests in support of its actions hereunder.

SECTION 6. PROSECUTION AUTHORIZED

6.1 The City's Special Counsel, if appointed, in cooperation with the Office of City Attorney, be and they are hereby authorized and directed to begin to prosecute the actions and proceedings in the manner provided by law to condemn, take, damage and appropriate the lands and other property necessary to carry out the provisions of this Ordinance. In conducting said condemnation proceedings, the City Council authorizes the City's legal counsel to enter into settlements, stipulations, or agreements in order to mitigate damages and/ or to minimize costs. The basis for such settlements, stipulations, or agreements may include, but are not limited to, the amount of just compensation to be paid; the size and dimensions of the property condemned; the acquisition of temporary construction easements and other limited property interests; and costs

and attorney fees. The City's legal counsel are authorized to initiate further actions, including actions to quiet title, in conjunction with the authorizations provided for herein.

SECTION 7. AUTHORITY

7.1 Nothing in this Ordinance limits the City in its identification and acquisition of property and property rights necessary for the public works operations facility improvements. The City reserves the right to acquire other or different properties for such purposes. Any acts consistent with the authority and prior to the effective date of this ordinance are ratified and confirmed.

7.2 The Mayor, in consultation with the City's legal counsel, is authorized to make minor amendments to the legal description of properties described in the attached Exhibit A, as may become necessary to correct scrivener's errors and/or to conform the legal description to the precise boundaries of the property required for the new Public Works Operation Facility components.

SECTION 8. EFFECTIVE DATE

This Ordinance shall be in full force and effect five days from and after its passage, approval, and publication in the manner required by law.

PASSED and APPROVED this _____ day of _____ 2021.

Mayor William L. Pugh

ATTEST:

City Clerk Michelle Converse, CMC

APPROVED AS TO FORM:

Andrea Marquez, City Attorney

I, Michelle Converse, City Clerk of the City of Sumner, Washington, certify that the attached copy of Ordinance No. 2800 is a true and correct copy of the original ordinance passed on the _____ day of November, 2021, as such ordinance appears on the Minute Book of the City.

DATED this _____ day of November, 2021.

Michelle Converse, City Clerk

EXHIBIT A
LEGAL DESCRIPTION

The following described real estate, situated in the County of Pierce, State of Washington: Beginning at the Southwest corner of the Southeast quarter of Section 12, Township 20 North, Range 4 East of the W.M. in Pierce County, Washington; thence North along the centerline of the County Road, 1050 feet; thence East along the North line of Deming Avenue 590 feet to the true place of beginning; thence North 270 feet; thence East 280 feet; thence South 270 feet to the North line of Deming Avenue; thence West 280 feet to the true point of beginning, all lines running parallel with Section lines. Except the East one acre thereof. Subject to: That certain Note and Deed of Trust, which Deed of Trust was recorded under Auditor's No. 8704070239 in favor of City Federal Mortgage Company, which was assigned to City Federal Savings Bank by instrument recorded under Auditor's No. 8604300443, which the Grantees herein agree to assume and pay according to its own terms and conditions. Also Subject to: Right of Pacific Coast Power Co., its successors and assigns, to divert waters of the Struck River disclosed in Consent recorded December 22, 1909 in book 340 of Deeds at page 448 under Auditor's No. 306156, records of said County. Assessor's Parcel No: 0420124025
Assessor's Parcel Number: 0420124025

Property Address is: 14403 29th St. E, Sumner, WA 98390.

SUBJECT: Ordinance No. 2802 - Mid-Biennial Budget Amendment

CATEGORY: Ordinance

BUDGET IMPACT:

Expenditure Required: Per Exhibit

Within Budget Allocation: Yes as amended

ATTACHMENTS:

1. Ordinance No. 2802 - Mid-Biennial Budget Amendment
2. Mid-Biennial Budget Amendment Presentation

STAFF CONTACT: Cassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND:

City Council adopted the 2021/2022 Biennial Budget by Ordinance #2758 on December 7, 2020. Per RCW 35.34.130, cities adopting a biennial budget are required to provide by ordinance a mid-biennial review no later than the conclusion of the first year of the fiscal biennium. This review provides staff the opportunity to review both revenue and expenditure trends, capital programs, and make adjustments as necessary. The mid-biennial budget amendment was reviewed by the Finance & Personnel Committee on November 3, 2021. A public hearing is scheduled for November 15, 2021, with Council action scheduled December 6, 2021. This 2021/2022 Mid-Biennial Budget Amendment makes changes as follows:

- General Fund (001): Recognizes one-time criminal justice revenue distribution. Includes amendments for a variety of operational adjustments, including legal prosecution services, and changes to events.
- Tourism Tax Fund (106): Amendments for the recommended 2021/2022 work plan.
- Sidewalk Capital Fund (302): Amendments to support 2022 sidewalk program administration.
- Parks Capital Fund (310): Includes support for Heritage Park Design funded by Tourism Fund.
- Street Capital Fund (320): Recognizes new grant funding and expenditures for Maple Street Pedestrian Signal and Stewart Road Bridge.
- Facilities Capital Fund (325): Includes expenditure amendments for Public Works Operations Facility design of the north property. Also includes support for Ryan House improvements funded by the Tourism Fund (106).
- Water Fund (401): Includes amendments to support purchase of water meters, and various capital projects.
- Sewer Fund (402): Includes amendments to support lift station improvements. Also includes amendments to support capital projects at the Wastewater Treatment Facility, with support from the City of Bonney Lake.
- Stormwater Fund (408): Amendment to support paving and planting of Decant facility.
- Cemetery Development Fund (415): Recognizes revenues and amends expenditure for Green Burial development.
- Animal Control Fund (440): Re-appropriates funding from 2020 for the office remodel (funded by a bequest).
- Information Technology Fund (551): Amends budget for 2021 unanticipated expenditures and corresponding assessments to user funds.
- Development Impact Fee Fund (605): Amend expenditure to support the Stewart Road Bridge project.
- All funds: Recognizes 2021 labor changes from non-representated staff salary survey (Ordinance No. 2799)

Ord No. 2802		
BA 12/06/2021		
	<i>Revenues</i>	<i>Expenditures</i>
	\$	
General Fund	41,467	129,808
Reserve Funds	-	-
Special		
Revenue Funds	25,000	318,000
Debt Service		
Funds	-	-

Capital Funds	2,066,700	2,047,700
Utility Funds	106,406	1,445,564
Other Enterprise Funds	40,000	50,690
Internal Service Funds	76,130	84,186
Fiduciary Funds	-	700,000
	\$	
	2,355,703	\$ 4,775,949

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee MEETING/STUDY SESSION DATE: 11/3/2021 COMMITTEE RECOMMENDATION: Forward to City Council Study Session

STAFF RECOMMENDATIONS/MOTION:

Approve Ordinance No. 2802 amending the 2021/2022 Biennial Budget.

**ORDINANCE NO. 2802
CITY OF SUMNER, WASHINGTON**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUMNER, WASHINGTON, AMENDING THE 2021-2022 BIENNIAL BUDGET AS ORIGINALLY ADOPTED IN ORDINANCE NO. 2758, APPROVED DECEMBER 7, 2020, AND PREVIOUSLY AMENDED IN ORDINANCE 2762, APPROVED FEBRUARY 16, 2021, ORDINANCE 2771, APPROVED APRIL 19, 2021, ORDINANCE 2786, APPROVED AUGUST 2, 2021, ORDINANCE 2790, APPROVED AUGUST 16, 2021, ORDINANCE 2791, APPROVED AUGUST 16, 2021, AND ORDINANCE 2797, APPROVED OCTOBER 18, 2021.

WHEREAS, The Sumner City Council approved Ordinance No. 2758 which adopted a biennial budget for fiscal years 2021-2022; and

WHEREAS, The Sumner City Council approved Ordinance No. 2762 which amended the 2021-2022 biennial budget for fiscal years 2021-2022; and

WHEREAS, The Sumner City Council approved Ordinance No. 2771 which amended the 2021-2022 biennial budget for fiscal years 2021-2022; and

WHEREAS, The Sumner City Council approved Ordinance No. 2786 which amended the 2021-2022 biennial budget for fiscal years 2021-2022; and

WHEREAS, The Sumner City Council approved Ordinance No. 2790 which amended the 2021-2022 biennial budget for fiscal years 2021-2022; and

WHEREAS, The Sumner City Council approved Ordinance No. 2791 which amended the 2021-2022 biennial budget for fiscal years 2021-2022; and

WHEREAS, The Sumner City Council approved Ordinance No. 2797 which amended the 2021-2022 biennial budget for fiscal years 2021-2022; and

WHEREAS, RCW 35A.34 provides procedures for adopting, managing, and amending a biennial budget; and

WHEREAS, RCW 35A.34.130 requires that the adopted biennial budget be subject to a mid-biennial review and modifications as needed; and

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

Section 1. Amendment. The biennial budget for the City of Sumner for the period January 1, 2021 through December 31, 2022 as contained in the adopted 2021-2022 Biennial Budget for total revenue/sources and expenditures/uses as approved by the City Council, is hereby amended by Total Revenue and Expenditures for each fund as shown on the attached Exhibit A.

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 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.

Section 3. 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 4. Effective Date. This Ordinance shall become effective five (5) days from and after its passage, approval, and publication as provided by law.

Passed by the City Council and approved by the Mayor of the City of Sumner, Washington, at a regular meeting thereof this 6th day of December, 2021.

Mayor William L. Pugh

ATTEST:

APPROVED AS TO FORM:

City Clerk Michelle Converse, CMC

City Attorney Andrea Marquez

Funds	Beginning Fund Balance		Revenues		Expenditures			Ending Fund Balance	
	<i>Adopted</i>	<i>Adopted</i>	<i>Previous</i>	<i>12/06/21</i>	<i>Adopted</i>	<i>Previous</i>	<i>12/06/21</i>	<i>Revised</i>	
001 General	\$ 5,978,542	\$ 31,643,467	\$ 509,403	\$ 41,467	\$ 31,919,065	794,576	\$ 129,808	\$ 5,329,429	
002 General Fund Reserves	980,824	-	-	-	-	-	-	980,824	
003 Building Reserves	475,000	200,000	-	-	80,000	150,000	-	445,000	
103 Complete Streets	241,851	-	-	-	200,000	41,654	-	197	
105 Drug Enforcement	63,457	-	-	-	4,500	-	-	58,957	
106 Hotel/Motel	273,747	215,000	-	25,000	106,245	-	318,000	89,502	
115 ARPA Funding	-	-	2,910,676	-	-	1,062,000	-	1,848,676	
200 Debt Service	2,570,000	527,200	-	-	520,000	-	-	2,577,200	
221 LID Guarantee	694,969	-	-	-	-	-	-	694,969	
302 Sidewalk	477,769	4,308,069	(320,000)	10,000	3,524,069	(320,000)	10,000	1,261,769	
305 Real Estate Excise Tax	1,093,200	1,600,000	-	-	-	326,000	-	2,367,200	
307 LID Capital Project Fund	9,545	-	-	-	-	-	-	9,545	
310 Parks & Trails Capital Fund	544,740	1,237,500	461,000	100,000	1,237,500	461,000	100,000	544,740	
320 Street Capital Fund	826,206	6,709,520	600,000	1,830,700	7,679,245	-	1,131,700	1,155,481	
325 Facilities Capital Fund	183,773	26,200,000	150,000	126,000	15,700,000	150,000	806,000	10,003,773	
401 Water	13,477,844	11,104,747	-	25,000	15,719,366	88,156	578,334	8,221,734	
402 Wastewater	20,996,349	15,706,582	9,644	81,406	18,404,296	221,083	772,163	17,396,438	
403 Utility Bond Reserves	1,729,536	-	-	-	-	-	-	1,729,536	
408 Stormwater	14,788,274	14,201,134	-	-	18,573,507	213,055	95,067	10,107,779	
410 Cemetery Operations	31,493	1,352,800	-	-	1,358,895	-	2,260	23,138	
415 Cemetery Development	-	-	-	40,000	-	-	25,000	15,000	
440 Animal Control	12,239	1,496,319	121,184	-	1,460,055	91,425	23,430	54,832	
501 Unemployment Insurance	43,989	-	-	-	3,055	-	-	40,934	
550 Fleet Management	6,261	1,251,664	-	-	1,251,660	-	690	5,575	
551 Information Technology	273,009	2,385,042	79,800	76,130	2,385,040	63,400	83,496	282,045	
555 Equipment Reserve	1,013,749	1,297,245	168,000	-	790,000	226,000	-	1,462,994	
601 Cemetery Endowment	1,472,385	60,000	-	-	-	-	-	1,532,385	
603 Alder Ave Remediation	25,649	-	-	-	-	-	-	25,649	
605 Development Impact Fees	7,026,351	700,000	-	-	3,397,200	135,000	700,000	3,494,151	
611 Firemen's Pension	11,832	160,000	-	-	160,000	-	-	11,832	
Total All Funds	\$ 75,322,583	\$ 122,356,289	\$ 4,689,707	\$ 2,355,703	\$ 124,473,699	\$ 3,703,349	\$ 4,775,949	\$ 71,771,285	

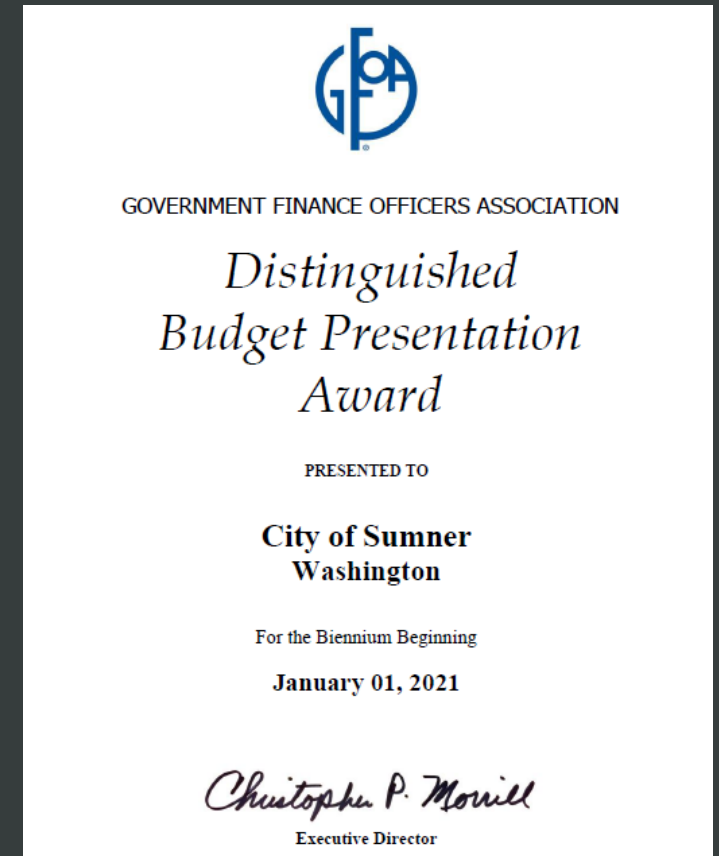
2021/2022 Mid-Biennial Budget Amendment

CITY COUNCIL STUDY SESSION
NOVEMBER 8, 2021





2021/2022 Biennial Budget adopted December 7, 2021



Why this Amendment?

- Required by RCW 35.41
- Opportunity to review changes, revisit/revise forecasts, and adjust for programmatic changes
- Integral part of the City's overall financial management process

General Fund

General Fund	Revenue	Expenditure
Criminal Justice Revenue – Legislative Distribution	\$41,467	
Annual Fire Investigation Services		\$9,125
Sumner Downtown Association Direct Support		\$10,000
Downtown Events		(\$27,430)
2021 Info Tech Assessment		\$42,900
Non-Represented Employee Salary Survey		\$18,125
Salary Reclassification		\$7,488
Facilities – Office Remodels		\$6,600
Prosecution Services (2022)		\$48,000
City Tree Nursery		\$5,000
Transfer Out (Sidewalk Program)		\$10,000
Totals	\$41,467	\$129,808

Special Revenue Funds

Funds LTAC
Recommendations

Reviewed by City Council

Tourism Fund		Revenue	Expenditure
Pierce County LTAC funding	<i>Main Street Visioning</i>	\$25,000	
Main Street Vision	<i>Grant funded</i>		\$25,000
Sumner Charm Video Update	<i>Carryover from 2020</i>		\$10,000
Light Up Main updates			\$2,000
Stay in Sumner updates			\$13,000
SMSA Itineraries			\$2,000
Wayfinding Signage	<i>50/50 Split with ARPA Funding</i>		\$40,000
Heritage Park Design	<i>Transfer Out to Fund 310</i>		\$100,000
Ryan House Improvements	<i>Transfer Out to Fund 325</i>		\$126,000
Totals		\$25,000	\$318,000

Capital Funds

Sidewalk Fund 302		Revenue	Expenditure
Sidewalk Program	<i>Funded by Transfer In from 001</i>	\$10,000	\$10,000
Parks Capital Fund 310		Revenue	Expenditure
Heritage Park Design	<i>Funded by Transfer In from 106</i>	\$100,000	\$100,000
Street Capital Fund 320		Revenue	Expenditure
Stewart Road Project	<i>Grant & Impact Fee Funded</i>	\$1,400,000	\$700,000
Maple Street Pedestrian Signal	<i>Grant funded</i>	\$430,700	\$431,700
Facilities Capital Fund 325		Revenue	Expenditure
Ryan House Improvements	<i>Funded by Transfer In from 106</i>	\$126,000	\$126,000
PW Ops Facility	<i>North Property design</i>		\$680,000
Totals		\$2,066,700	\$2,047,700

Utility Funds – Water Fund (401)

Water Fund 401		Revenue	Expenditure
South Tank Drain Replacement	<i>Insurance funded</i>	\$25,000	\$25,749
Dieringer Well Replacement			\$23,322
Info Tech Assessment			\$6,470
Non-Represented Salary Survey			\$7,793
Service Meter Expenditures			\$83,000
Sumner Springs Tank Recoating			\$317,000
Viewpoint BPS Project			\$115,000
Totals		\$25,000	\$578,334

Utility Funds – Wastewater Fund (402)

Wastewater Fund 402		Revenue	Expenditure
Headworks Platform Project	<i>Shared with City of Bonney Lake</i>	\$29,406	\$56,550
Biosolids Equipment Modernization	<i>Shared with City of Bonney Lake</i>	\$52,000	\$100,000
Info Tech Assessment			\$12,610
Non-Represented Salary Survey			\$13,003
Lift Station Improvements			\$590,000
Totals		\$81,406	\$772,163

Utility Funds – Stormwater Fund (408)

Stormwater Fund 408		Revenue	Expenditure
Decant Facility	<i>Paving & Landscaping</i>		\$80,000
Info Tech Assessment			\$6,770
Non-Represented Salary Survey			\$8,297
Totals			\$95,067

Other Enterprise Funds

Cemetery Operations (410)		Revenue	Expenditure
Info Tech Assessment			2,260
Cemetery Development (415)		Revenue	Expenditure
Recognize posted revenue	<i>Actual Activity</i>	\$40,000	
Green Burial Development	<i>Funded by lot sales</i>		\$25,000
Animal Control Fund		Revenue	Expenditure
Facility Remodel	<i>Carryover from 2020</i>		\$19,000
Info Tech Assessment			\$4,430
Totals		\$40,000	\$50,690

Internal Service Funds

Fleet Operations (550)		Revenue	Expenditure
Info Tech Assessment			\$690
Information Technology (551)		Revenue	Expenditure
Reflect departmental costs	<i>Actual Activity</i>	\$69,878	\$77,244
Non-Represented Salary Survey		\$6,252	\$6,252
Totals		\$76,130	\$84,186

Custodial Funds

Impact Fee Funds		Revenue	Expenditure
Stewart Road Project	<i>Transfer Out to Fund 320</i>		\$700,000
Totals			\$700,000

Schedule

- November 3, 2021 – Finance & Personnel Committee Detailed Review
- November 8, 2021 – City Council Study Session
- November 15, 2021 – Public Hearing
- December 6, 2021 – Adopt Ordinance No. 2802

NOVEMBER 2021

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6
6:00PM Regular Council Meeting (Virtual)	4:00PM Public Works Committee (Virtual) 6:00PM American Rescue Plan Act Committee	5:30PM Finance Committee (Virtual)	6:00PM Planning Commission (Virtual)		
8	9	10	11	12	13
6:00PM Study Session (Virtual)		6:30PM Design Commission (Virtual)	HOLIDAY – CITY HALL CLOSED 4:30PM Forestry/Parks Commission (Virtual)		
15	16	17	18	19	20
6:00PM Regular Council Meeting (Virtual)		5:00PM Public Safety (Virtual)			
22	23	24	25	26	27
6:00PM Study Session (Virtual)		5:00PM CD Committee (Virtual)	5:30PM Arts Commis (Virtual)	HOLIDAY – CITY HALL CLOSED	
29	30				

*Meeting dates and times may change. Please contact City Hall to confirm this information prior to any meeting you plan to attend. **These meetings are accessible to persons with disabilities.** For individuals who require special accommodations, please contact City Hall at (253) 299-5500, 24 hours in advance.*

Name: Michelle Converse, CMC

Title: City Clerk

City of Sumner
1104 Maple Street
Sumner, Washington 98390
Ph: (253) 299-5590 Fax: (253) 299-5509
Website: **www.sumnerwa.gov**

DECEMBER 2021

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4
		5:30PM Finance Committee (Virtual)	6:00PM Planning Commission (Virtual)		
6	7	8	9	10	11
6:00PM Regular Council Meeting (Virtual)	4:00PM Public Works Committee (Virtual) 6:00PM American Rescue Plan Act Committee (Virtual)	6:30PM Design Commission (Virtual)	4:30PM Forestry/Parks Commission (Virtual)		
13	14	15	16	17	18
6:00PM Study Session (Virtual)		5:00PM Public Safety (Virtual)			
20	21	22	23	24	25
6:00PM Regular Council Meeting (Virtual)		5:00PM CD Committee (Virtual)		HOLIDAY – CITY HALL CLOSED	
27	28	29	30	31	
HOLIDAY – CITY HALL CLOSED	6:00PM Study Session (Virtual)		5:30PM Arts Commission (Virtual)	HOLIDAY – CITY HALL CLOSED	

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CITY COUNCIL AGENDA CALENDAR**Updated November 2, 2021**

CA – CONSENT AGENDA	ES – EXECUTIVE SESSION	NB – NEW BUSINESS
UB – UNFINISHED BUSINESS	P – PRESENTATION	PH – PUBLIC HEARING PR - PROCLAMATION

Week of December 6 ee 'drive-thru' lunch December 15 th EE Recognition
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NOVEMBER 15 RCM

CA Resolution Justice Assistance Grant Acceptance
CA PSAR Grant Acceptance
CA Resolution No. XXXX – Interlocal Agreement with Pierce County for Solid and Hazardous Waste Management Planning
CA Resolution No. XXXX - ILA with Pacific for Utility Expansion
CA Resolution Accepting Grant Funding – Housing Action Plan Implementation
CA Sumner Tapps Guard Rail Upgrade – Construction Management Supplement
CA Operations Facility Design Supplement
PH Ordinance XXXX - Mid-Bi Budget Amendment
UB Resolution No. XXXX - Setting the 2022 Ad Valorem Property Tax Levy
NB Ordinance No. XXXX – Authorizing Condemnation 14403 29th Street East
NB Resolution No. XXXX - Adoption of Main Street Visioning Plan

NOVEMBER 22 SS**DECEMBER 6 RCM**

UB Ordinance No. XXXX - Mid-Bi Budget Amendment
NB Legislative Agenda

DECEMBER 13 SS**JANUARY 3 RCM**

Open meeting – call roll and then administer the Oath of Office - Mayor / Councilmembers / Judge
NB Deputy Mayor Selection
NB Committee Selection (2 year assignment)
NB Regional Committee Selection (2 year appointment)
NB Council Code of Conduct

JANUARY 10 SS

- Ryan House Update
- Multi Family Tax Exemption

JANUARY 18 RCM (Tuesday)

NB Ordinance No XXXX – SMC 2.112 Contract Approval Code Amendment

JANUARY 24 SS

Joint cc & planning commission OPMA training

Pending

MISC.	MISC.	WHITE RIVER RESTORATION PROJECT
ROW Vacation Code Amendment	Bond Issuance for Operations Facility	PH - Surplus Utility Property South of 24 th Street East
Community Float Discussion		UB - Resolution No. XXXX - Surplus Utility Property South of 24 th St E
Body Worn Camera Update	Temporary Use Permit – Food Trucks	
Sign Code Update		BNSF Agreement
	Update electronic signatures code	CWA Agreement
CTR Ordinance Update	Sumner Fiber Optic Study	CA - Water Rights Cost Reimbursement Agreement
Development Agreement Code updates	Houston Road Annexation	

SUBJECT: To discuss with legal counsel pending or threatened litigation per RCW 42.30.110(1)(i).

CATEGORY: Presentation

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT:

SUMMARY BACKGROUND:

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