



City Council Finance & Personnel Committee Meeting Minutes of January 5, 2022

City Hall public meetings remain virtual 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, Patrick Reed, ~~Earle Stuard, Pat Cole (alternate)~~

Others Present: n/a.

Staff Present: Administrative Services Director (ASD) Jeff Steffens, Chief Financial Officer (CFO) Kassandra Raymond, City Clerk (CC) Michelle Converse, Communications Director (CD) Carmen Palmer

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

Committee Business

Election of Committee Chair: Councilmember Bitetto nominated Councilmember Reed to serve as Committee chair. Councilmember Reed accepted and the motion passed.

Committee Meeting Date/Time: The Committee affirmed the meeting date/time of the 1st Wednesday of each month at 5:30 PM PST.

Ordinance No. 2607 Amending Sumner Municipal Code 8.2 (Public Records): City Clerk Converse reviewed proposed changes to the Sumner Municipal Code pertaining to public records. *Do Pass (Regular Business) Regular Meeting January 18, 2022. Note: CC Converse left the meeting at the conclusion of this item.*

Resolution No. XXXX Accepting Pierce County LTAC Grant (Stay in Sumner Campaign): Communications Director Palmer reviewed the draft grant agreement. *Do Pass (Regular Business) Regular Meeting January 18, 2022.*

Resolution No. XXXX Accepting Pierce County LTAC Grant (Sumner Main Street Design Project): Communications Director Palmer reviewed the draft grant agreement. *Do Pass (Regular Business) Regular Meeting January 18, 2022. Note: CD Palmer left the meeting at the conclusion of this item.*

Motion – Compensation Approval (Associate Engineer): ASD Steffens discussed the proposed compensation agreement for an associate engineer candidate. *Do Pass (Consent Agenda) Regular Meeting January 18, 2022.*

Ordinance No. 2804 Amending the 2021/2022 Biennial Budget: ASD Steffens reviewed the proposed amendment to the 2021/2022 Biennial Budget for three fleet purchases. *Do Pass (Regular Business) Regular Meeting January 18, 2022.*

Sales Tax Reporting: CFO Raymond reviewed staff's monthly sales tax analysis activities, and discussed results. This is a regular reporting item. *No further Committee action required at this time.*
Note: Councilmember-elect Stuard was not in virtual attendance at the time of this item.

Recruitment and Negotiations Update:

- 1) Recruitments:
 - a) Open Recruitments
 - i) ASD Steffens shared an overview of current recruitment activity.
- 2) Negotiations:
 - a) Staff has begun negotiations with the Teamsters group.

Other: None

With no further items, the meeting adjourned at 6:49 p.m.

Prepared by Chief Financial Officer Kassandra Raymond