



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, Pat Cole, ~~Earle Stuard (alternate)~~

Others Present: n/a.

Staff Present: Administrative Services Director (ASD) Jeff Steffens, Financial Services Manager (FSM) Dori Franich, City Clerk (CC) Michelle Converse and Development Services Director (DSD) Doug Beagle.

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

Committee Business

Ordinance No. 2817 Updating Electronic Signatures: CC Converse reviewed the proposed ordinance, amending an RCW reference and removing language tied to a specific electronic signature vendor. *Do Pass (Regular Business) Regular Meeting April 18, 2022. Note – CC Converse left the meeting at the conclusion of this item*

Appointment Hearing Examiner: DSD Beagle reviewed the City's process for advertisement and selection of a Hearing Examiner. The City received 2 proposals which were evaluated and scored by staff. Staff's recommendation was to sign a consultant services contract with Stephen Shelton. *Do Pass. Note – DSD Beagle left the meeting at the conclusion of this item.*

Surplus: ASD Steffens requested that a Genie aerial lift at the Wastewater Treatment Plant be approved for surplus. The item has been replaced and is no longer needed. The estimated surplus value is \$20,000. *Do Pass.*

Sales Tax Reporting: ASD Steffens 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.*

Recruitment and Negotiations Update:

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

Other: ASD Steffens and FSM Franich discussed the City's progress on implementing a new online utility billing system. The Finance Committee requested a brief demonstration at our next meeting.

With no further items, the meeting adjourned at 6:19 p.m.

Prepared by Administrative Services Director Jeff Steffens