



Members: Barbara Bitetto, Pat Cole, Patrick Reed (Chair), Earle Stuard (Alternate)

Staff Liaison: Administrative Services Director Jeff Steffens, Chief Operating Officer Kassandra Raymond

You are invited to a Zoom webinar.

When: May 4, 2022 05:30 PM Pacific Time (US and Canada)

Topic: Finance and Personnel Committee

Please click the link below to join the webinar:

<https://sumnerwa-gov.zoom.us/j/84923227001>

Or One tap mobile :

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CALL TO ORDER

Roll Call: Barbara Bitetto, Pat Cole, Patrick Reed, Earle Stuard (Alternate)

COMMITTEE BUSINESS

1. Motion to Surplus

REPORTS

1. Sumner Resident Access (Utility Billing Portal) Demonstration
2. Monthly Sales Tax Report
3. Recruitment & Negotiation Update

ADJOURNMENT



SUBJECT: Motion to Surplus

CATEGORY: Motion

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

1. May Surplus

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

The Sumner Police Department has requested to surplus two vehicles, Units 21-108 and 21-101, that are no longer needed. The estimated values of both vehicles fall within the Committee's surplus authority.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 5/4/2022

COMMITTEE RECOMMENDATION:

STAFF RECOMMENDATIONS/MOTION:



MEMORANDUM

DATE: May 4, 2022
TO: Finance and Personnel Committee
FROM: Jeff Steffens, Administrative Services Director
RE: Surplus Authorization

The Sumner Police Department has two patrol vehicles that they wish to surplus

2011 Ford Crown Victoria
Unit 21-108
Estimated Value – \$4,000

This vehicle has been kept in the fleet as a “spare” patrol car. With recent fleet acquisitions a new vehicle has assumed this role and Unit 21-108 is no longer needed.



2014 Chevrolet Impala
Unit 21-101
Estimated Value - \$2,000

This unit has an internal transmission problem with an estimated repair cost of \$1,200-\$3,500. Based on the age of the vehicle and its anticipated replacement date (2023) that repair is not economically viable.





SUBJECT: Sumner Resident Access (Utility Billing Portal) Demonstration

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Dori Franich, Financial Services Manager

SUMMARY BACKGROUND:

The City of Sumner transitioned to the Munis Utility Billing module in February 2020. At that time, we also transitioned to the Tyler Technology Customer Service module for utility billing. Although functional, the new system was not ideal and both staff and customers reported multiple issues with general usability. As Tyler continued to modify CSS, more and more issues with user credentials were identified by both staff and customers. Staff has been working with Tyler for several months to transition to a new, improved program that provides the functionality we intended, and the positive customer experience we strive for. Sumner will be the 2nd city nationwide to deploy Resident Access (RA). Staff has been testing Resident Access and anticipates transitioning from CSS to Resident Access in June 2022. This evening, staff will demonstrate Resident Access to the Finance Committee, and plan to provide a similar demonstration at the June 6, 2022 City Council meeting.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 5/4/2022

COMMITTEE RECOMMENDATION: Informational only; no action required.

STAFF RECOMMENDATIONS/MOTION:

Informational only; no action required.



SUBJECT: Monthly Sales Tax Report

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Kassandra Raymond, Chief Financial Officer

SUMMARY BACKGROUND:

Staff will provide a monthly report on sales tax activities and receipts. Information is limited to those with appropriate Department of Revenue information on file.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 5/4/2022

COMMITTEE RECOMMENDATION: Informational only; no action required.

STAFF RECOMMENDATIONS/MOTION:

Informational only; no action required.



SUBJECT: Recruitment & Negotiation Update

CATEGORY: Information Only

BUDGET IMPACT:

Expenditure Required: None

Within Budget Allocation: N/A

ATTACHMENTS:

STAFF CONTACT: Jeff Steffens, Administrative Services Director

SUMMARY BACKGROUND:

Staff will provide a verbal update on recruitment and negotiation activities.

COUNCIL COMMITTEE/STUDY SESSION: Finance & Personnel Committee

MEETING/STUDY SESSION DATE: 5/4/2022

COMMITTEE RECOMMENDATION: Informational only; no action required.

STAFF RECOMMENDATIONS/MOTION:

Informational only; no action required.