



City Council Finance & Personnel Committee Meeting Minutes of May 4, 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, Pat Cole, ~~Earle Stuard (alternate)~~

Others Present: n/a.

Staff Present: Chief Financial Officer (CFO) Kassandra Raymond, Financial Services Manager (FSM) Dori Franich

The meeting convened at 5:32 p.m. via Zoom.

Committee Business

Surplus: CFO Raymond reviewed the request to surplus (2) police vehicles.

Vehicle	Unit #	Estimated Value	Reason
2011 Ford Crown Victoria	21-108	\$4,000	Prior "spare" patrol car no longer needed.
2014 Chevrolet Impala	21-101	\$2,000	Mechanical issues

The 2014 Chevrolet Impala was originally scheduled for replacement in 2023; due to mechanical issues the replacement will be accelerated to 2022. The estimated salvage value of the two vehicles is within the Finance Committee approval authority. *Do Pass.*

Demonstration: Resident Access Utility Billing Portal: CFO Raymond discussed the background of the City's utility billing portal. FSM Franich demonstrated the new portal, scheduled to be available in June 2022. The demonstration will be repeated at the June 6, 2022 Regular City Council meeting. *No further Committee action required at this time.*

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.*

Recruitment and Negotiations Update:

- 1) Negotiations:
 - a) The Teamsters voted down the proposed contract. Staff will set a meeting with the negotiation team to discuss next steps.
- 2) Recruitments:
 - a) Open Recruitments
 - i) CFO Raymond shared an overview of current recruitment activity.

Other: CFO Raymond noted that the June Committee meeting will include a discussion of the 2023-2024 Biennial Budget calendar.

With no further items, the meeting adjourned at 6:34 p.m.

Prepared by Chief Financial Officer Kassandra Raymond