

MEETING MINUTES

TUMWATER BUDGET & FINANCE COMMITTEE
March 27, 2026



CONVENE: 12:00 p.m.

PRESENT: Mayor/Chair Leatta Dahlhoff, and Councilmembers Angela Jefferson, Eileen Swarthout and Kelly Von Holtz.

Staff: City Administrator Paul Simmons, Assistant City Administrator Kelly Adams, Administrative Services Director Michelle Sutherland, Finance Director Troy Niemeyer, Senior Accountant Nissa Musselman, City Attorney Karen Kirkpatrick, and Paralegal Sharleen Johansen.

APPROVAL OF MINUTES: **Councilmember Jefferson moved, seconded by Councilmember Swarthout, to approve the minutes of February 27, 2026, as presented. A voice vote approved the motion.**

EMPLOYEE BENEFITS POLICY UPDATE: Director Sutherland presented and discussed proposed updates to the Employee Benefits Policy.

MOTION: **Councilmember Swarthout moved, seconded by Councilmember Jefferson, to place the Employee Benefit Policy Update on the May 5th City Council Consideration calendar with a recommendation to approve and adopt the policy updates. A voice vote approved the motion.**

MONTHLY FINANCIAL UPDATE: Director Niemeyer gave a budget update from the first quarter of 2026. The updates included:

- Sales Tax
- Public Safety Sales Tax
- B&O Tax
- Lodging Tax - Tourism
- General fund revenues & expenditures – Year to Date
- Water, sewer and stormwater revenues & expenditures

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- Golf revenues & expenditures

Director Niemeyer gave an update on budget process for the 2027-2028 biennial budget.

ADJOURNMENT: **With there being no further business, Chair Dahlhoff adjourned the meeting at 12:47 p.m.**

Prepared by Brittany McClanahan, Executive Assistant