



Regular Meeting of the Finance and Information Technology Committee
May 28, 2025 - 5:00 PM Hybrid Meeting

a. Call to Order

Committee Chair Henderson called the meeting to order at 5:00pm.

b. Roll Call

Present: Committee Chair Allan Henderson, Councilmember Joe Burns, Councilmember Sarah Diamond, Mayor Julia Johnson, City Administrator Charlie Bush, Finance Director Kelly Kohnken, IT Director Woody Tovar, and Police Chief Frank Wagner.

c. New Business

1. Property Tax Levy Increase Limit 1%

Finance Director Kelly Kohnken provided background on the property tax increase limit of 1% and an update on House Bill 2049 removing the proposed increase limit to 3%.

Motion by Committee Chair Henderson and seconded by Councilmember Diamond to recommend to the full council a resolution limiting the property tax increase to 1%, instead of an ordinance. Motion carried (3-0).

2. 2025 Budget Amendment No. 1

Finance Director Kelly Kohnken introduced the 2025 Budget Amendment No. 1. The primary subject of discussion was the 1.0 additional FTE request for an IT Workstation Support Specialist. IT Director Woody Tovar provided data of surrounding and similar cities IT department staffing.

Finance Director Kelly Kohnken also provided an overview of the City's financial reserve policy and noted this topic would be brought back to the committee for potential policy revisions.

d. Unfinished Business

1. Business License Endorsement - Municipal Code

Finance Director Kelly Kohnken provided a brief overview of the recommended changes to the business license section of the Sedro-Woolley Municipal Code since the last committee meeting.

Motion by Councilmember Burns and seconded by Committee Chair Henderson to bring the proposed rewrite of the Sedro-Woolley Municipal Code Chapter 5.04 Business Licenses to the full council for further review and discussion. Motion carried (3-0).

2. Schedule Next Committee Meeting

Committee consensus to reschedule the September 24, 2025, Finance and IT Committee meeting to October 1, 2025.

e. **Adjournment**

Motion by Councilmember Burns and seconded by Councilmember Diamond to adjourn the meeting at 5:53pm. Motion carried (3-0).

ATTEST:


Clerk

APPROVED:


Chair