

MEETING MINUTES

TUMWATER BUDGET & FINANCE COMMITTEE

May 22, 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, Finance Director Troy Niemeyer, Senior Accountant Nissa Musselman, City Attorney Karen Kirkpatrick, Paralegal Sharleen Johansen, and Accounting Technician Silvia Torres-Torrero

MONTHLY FINANCIAL UPDATE: Director Niemeyer gave a monthly financial update. He discussed awareness on fraud and internal controls, that expenditures are up to date and sales tax was reported to be down in January, but we are up overall.

BUDGET AMENDMENT DISCUSSION: Administrator Simmons noted that the biennial budget requires a more consistent, routine amendment schedule. He suggested introducing amendments every spring, fall, and year-end. Director Niemeyer agreed, noting that while no amendment occurred in 2025, staff will bring one to Council this June. Councilmembers supported increasing the frequency of yearly budget amendments.

ADJOURNMENT: **With there being no further business, Mayor Dahlhoff adjourned the meeting at 12:20p.m.**

Prepared by Silvia Torres-Torrero, Accounting Technician