

CITY COUNCIL WORKSHOP

December 4, 2018
6:00 P.M.

AGENDA



www.ci.bonney-lake.wa.us

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

I. CALL TO ORDER: Mayor Neil Johnson

II. ROLL CALL: Mayor Neil Johnson, Jr., Deputy Mayor Randy McKibbin, Councilmember Terry Carter, Councilmember Justin Evans, Councilmember James Rackley, Councilmember Michelle Surdez, Councilmember Dan Swatman, and Councilmember Tom Watson.

III. AGENDA ITEMS:

p. 3 A. **Presentation:** Swearing in Officer Molly Donahue.

B. **Presentation:** Parks and Ballfield Survey – Amber Stanley.

C. **Council Open Discussion**

p. 9 D. **Review of Council Minutes:** November 20, 2018 Workshop, and November 27, 2018 Council Meeting.

p. 15 E. **Discussion/Action:** AB18-113 – Ordinance D18-113 – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Adopting The 2019 – 2020 Biennial Budget.

p. 23 F. **Reconsideration/Action:** AB18-109 – Ordinance 1604 – Reconsidering AB18-109 Amending Ordinance Nos. 1527 And 1559 Relating to Salaries for Non-Represented Employees.

p. 31 G. **Action:** AB18-133 – A Motion Of The City Council Cancelling The December 11, 18 And 25 Regular Council Meetings/Workshops And All Regular Standing Committee Meetings From December 5th, 2018 – January 2nd, 2019.

IV. EXECUTIVE/CLOSED SESSION:

Pursuant to RCW 42.30.110 and/or RCW 42.30.140, the City Council may hold an executive or closed session. The topic(s) and duration will be announced prior to the session.

V. ADJOURNMENT

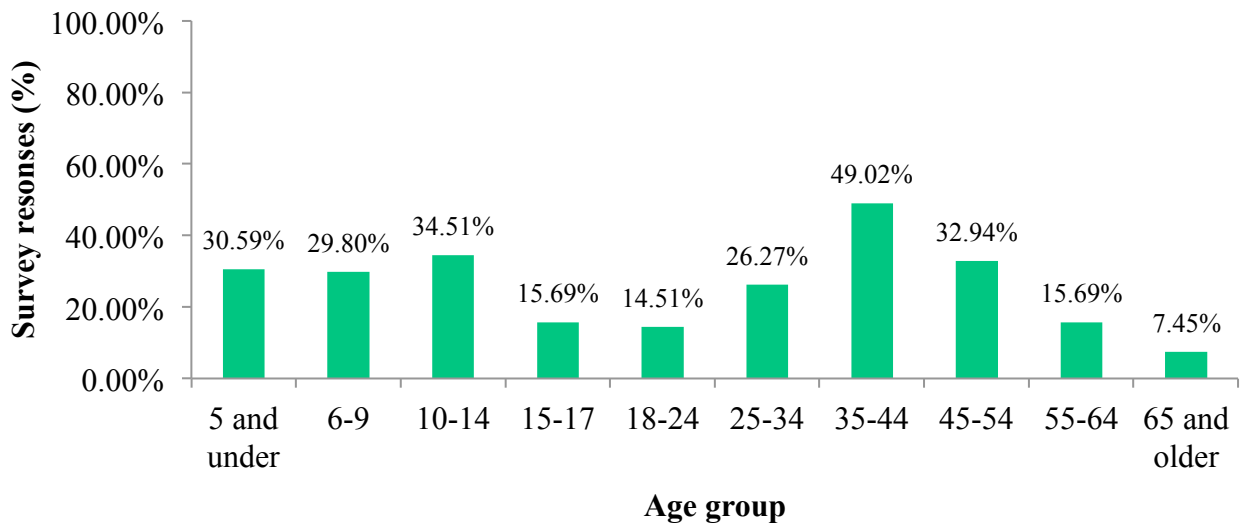
For citizens with disabilities requesting translators or adaptive equipment for communication purposes, the City requests notification as early as possible prior to the meeting regarding the type of service or equipment needed.

**The City Council may act on items listed on this agenda, or by consensus give direction for future action.
The Council may also add and take action on other items not listed on this agenda.**

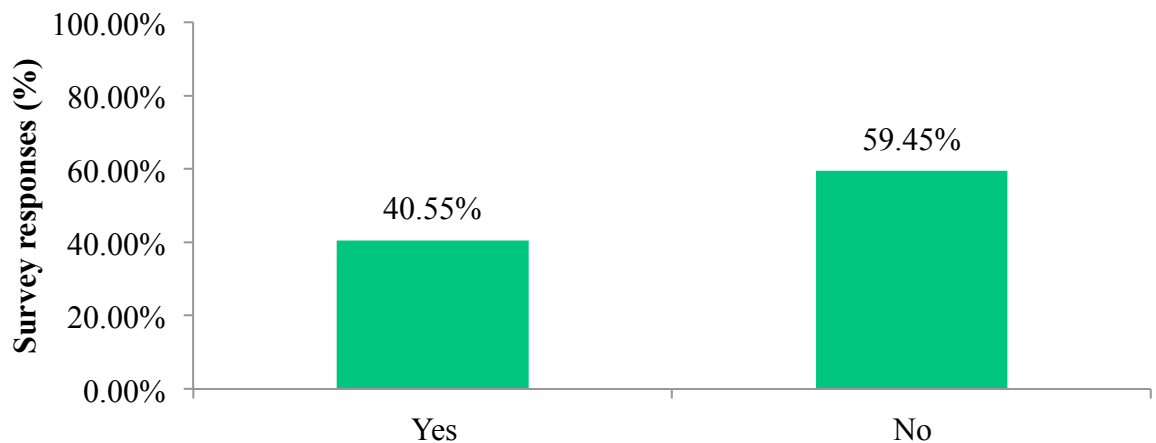
Parks and Recreation Community Needs Assessment Survey Report

A Parks and Recreation Community Needs Assessment Survey was conducted November 8th - November 25th. The purpose of the assessment is to gather community input for grant applications and establishing priorities for the future development of the City's parks and recreation facilities and programs. The survey consisted of 13 multiple-choice questions and was completed by 256 respondents on the Survey Monkey website.

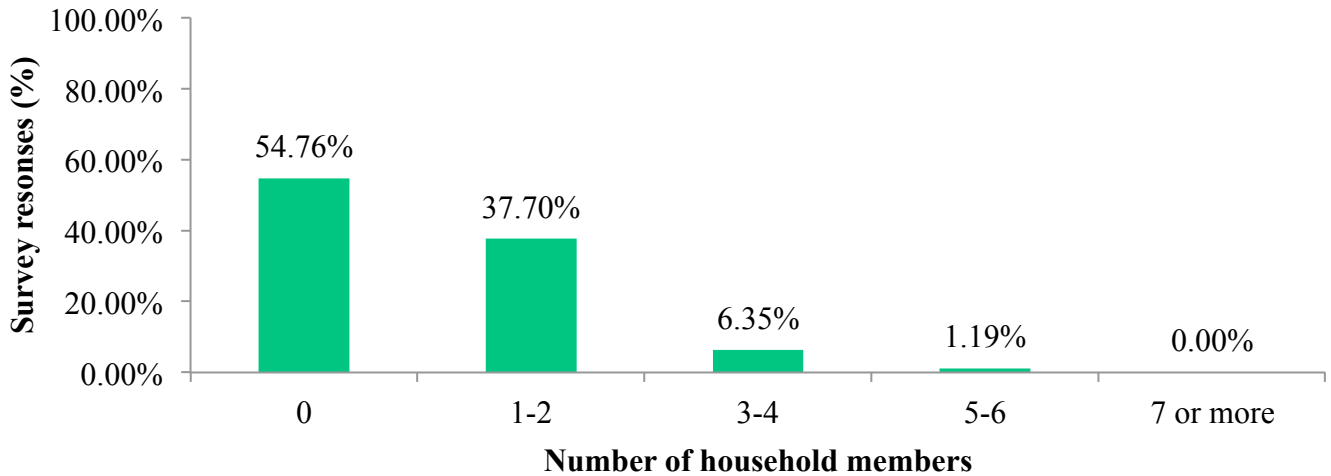
Question 1: Please select the age groups represented in your household. Select all that apply. *Answered=255;Skipped=1*



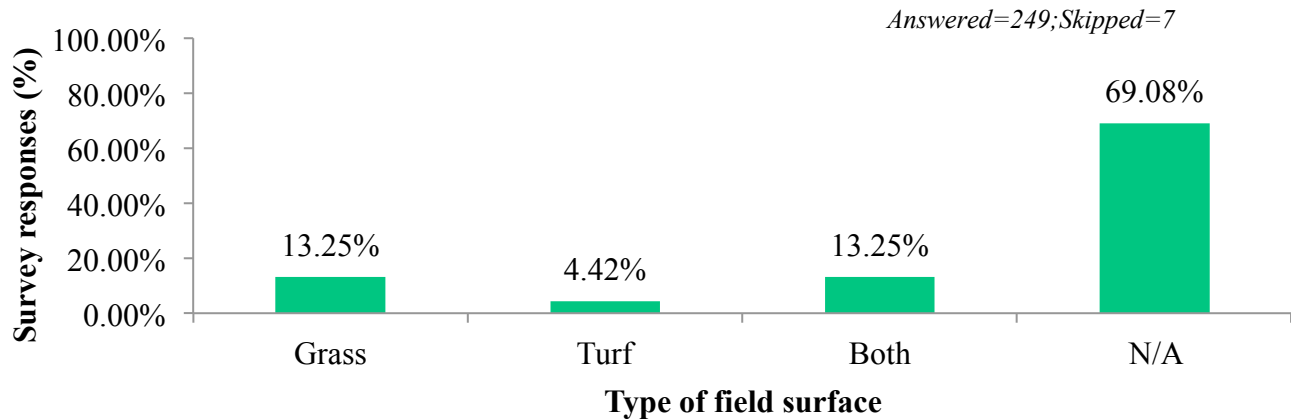
Question 2: Do you or someone in your household participate in a Bonney Lake-Summer School District Recreation program? *Answered=254;Skipped=2*



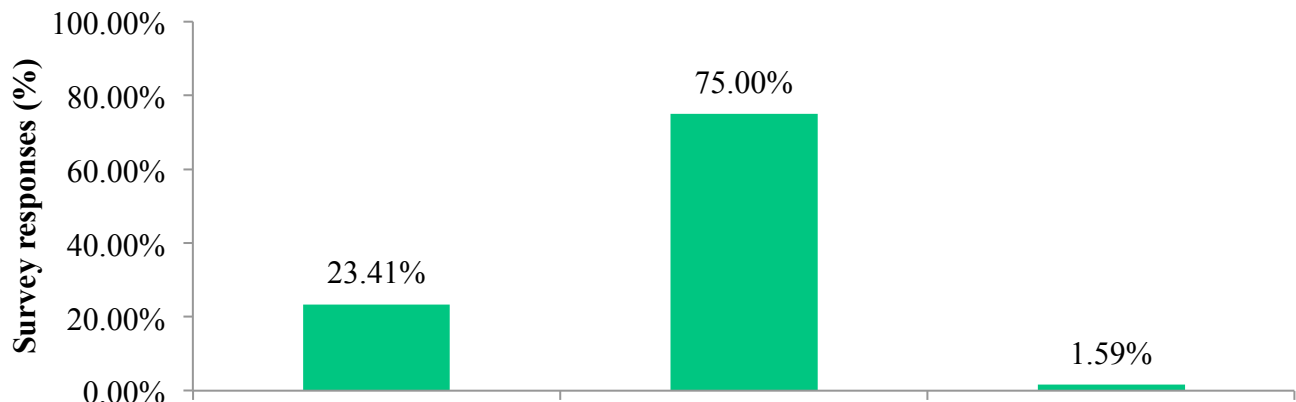
Question 3: How many household members total (youth and adults) participate in a Bonney Lake-Summer School District Recreation program?
Answered=252;Skipped=4



Question 4: If you answered "yes" to Question 2, does the recreation activity use a grass or turf field? (i.e. football, soccer, softball, etc).
Answered=249;Skipped=7

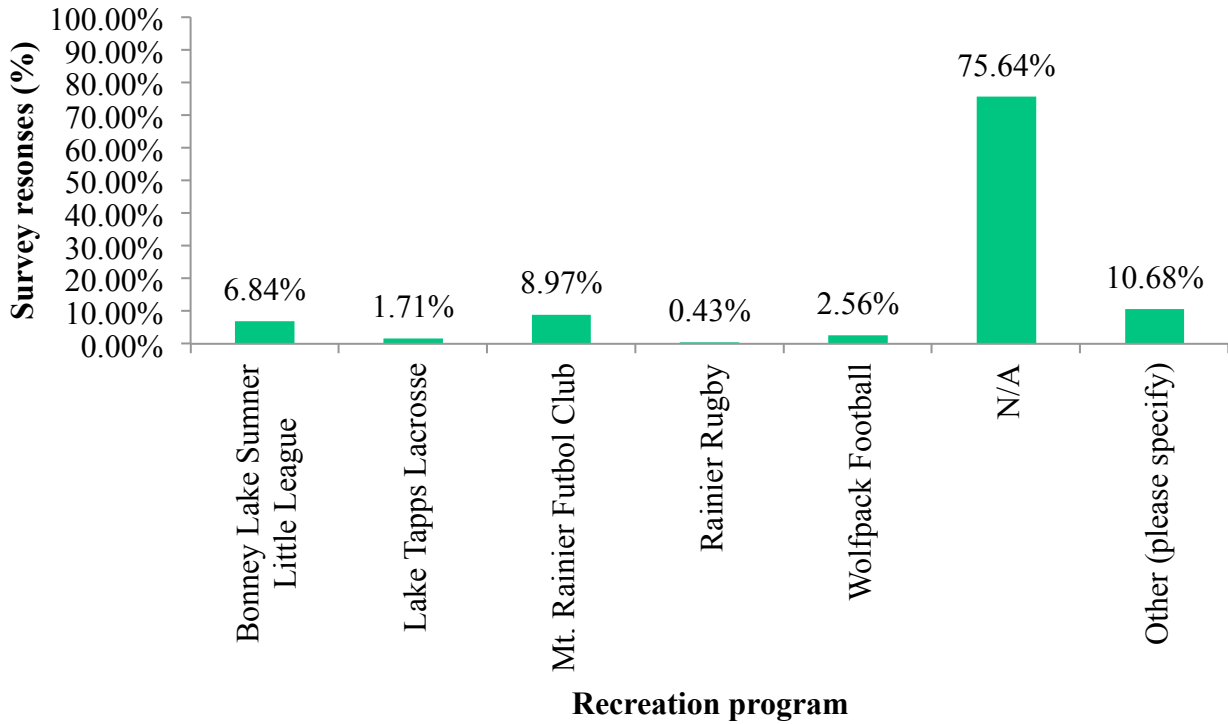


Question 5: Do you or someone in your household participate in a sport-league program (i.e. BLS Little League, Lake Tapps Lacrosse, etc)?
Answered=252;Skipped=4



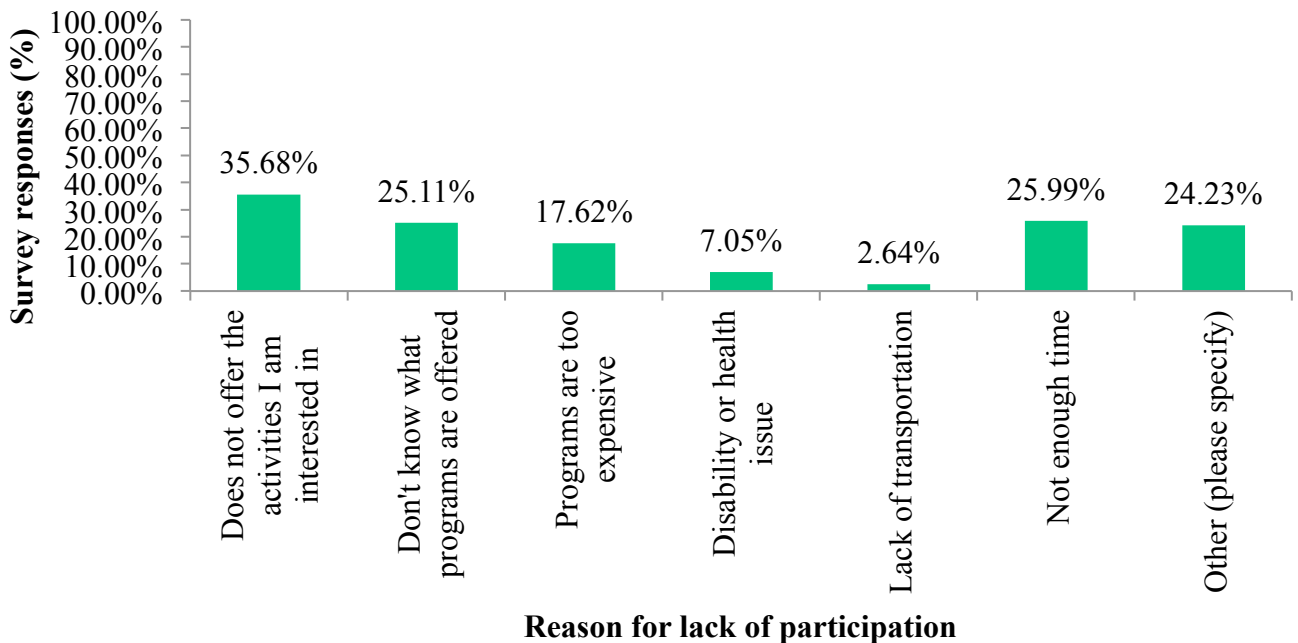
Question 6: If you answered "yes" to Question 5, select all programs that apply.

Answered=234;Skipped=22



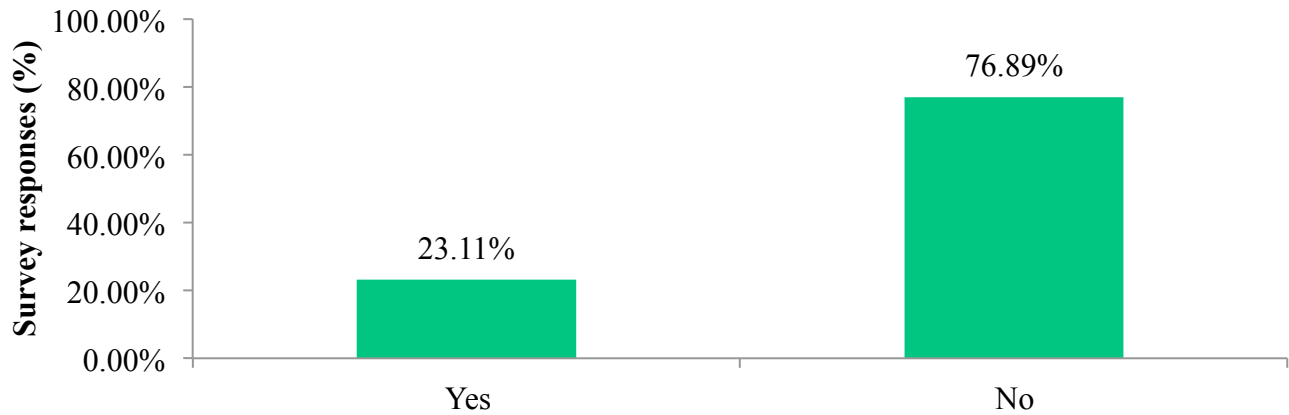
Question 7: If you or someone in your household does not participate in recreation or sport-league programs, what are the reasons? Select all that apply.

Answered=227;Skipped=29

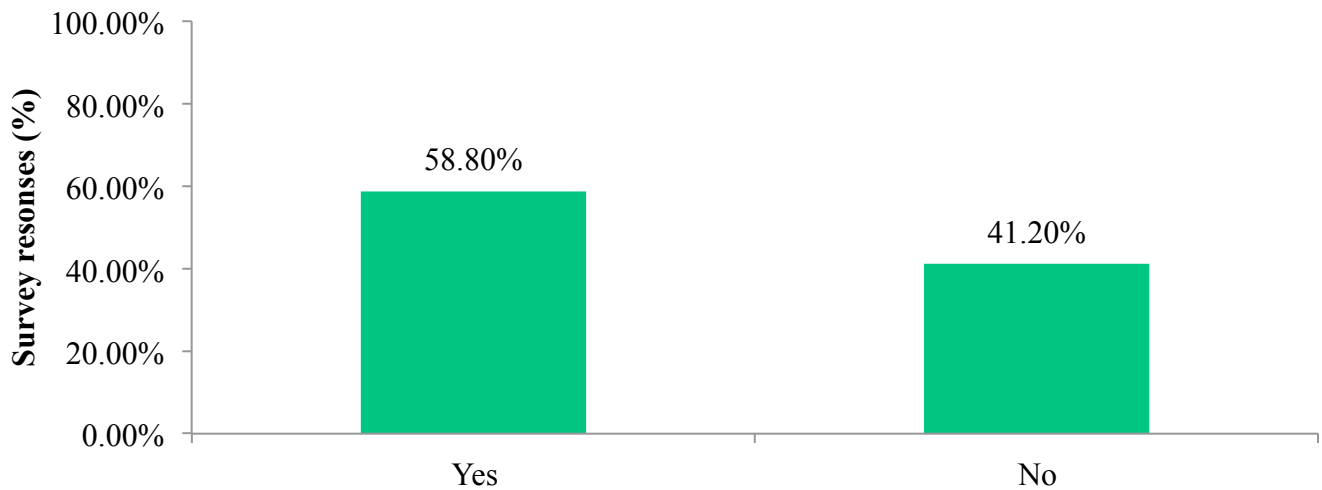


*Examples of "Other" reasons include: too young, lack of activities for individuals with disabilities, activities not offered early or late enough, participate in school sports/activities.

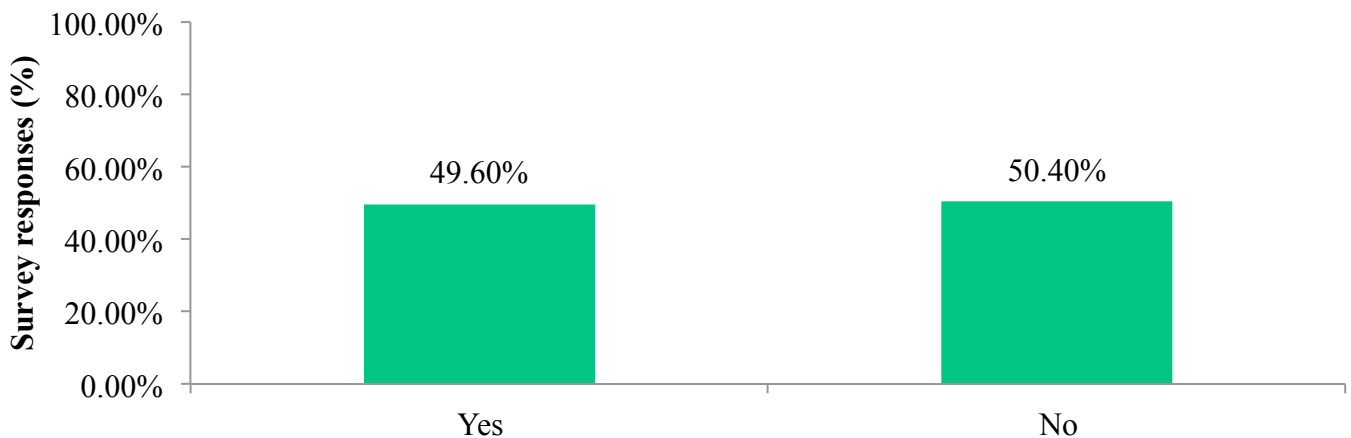
Question 8: Do you or someone in your household currently use Allan Yorke Field for recreation or sport-league program? *Answered=251;Skipped=5*



Question 9: Do you or someone in your household currently use Allan Yorke Field for leisure activities? *Answered=250;Skipped=6*

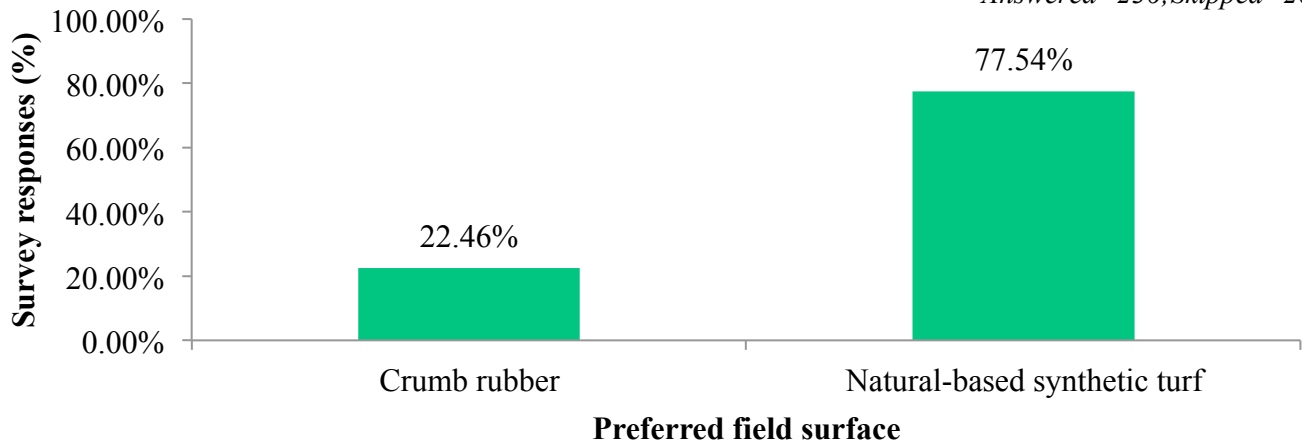


Question 10: Would you or someone in your household be interested in using the proposed multi-purpose athletic field at Allan Yorke Park for pick-up games during the summer months? *Answered=250;Skipped=6*



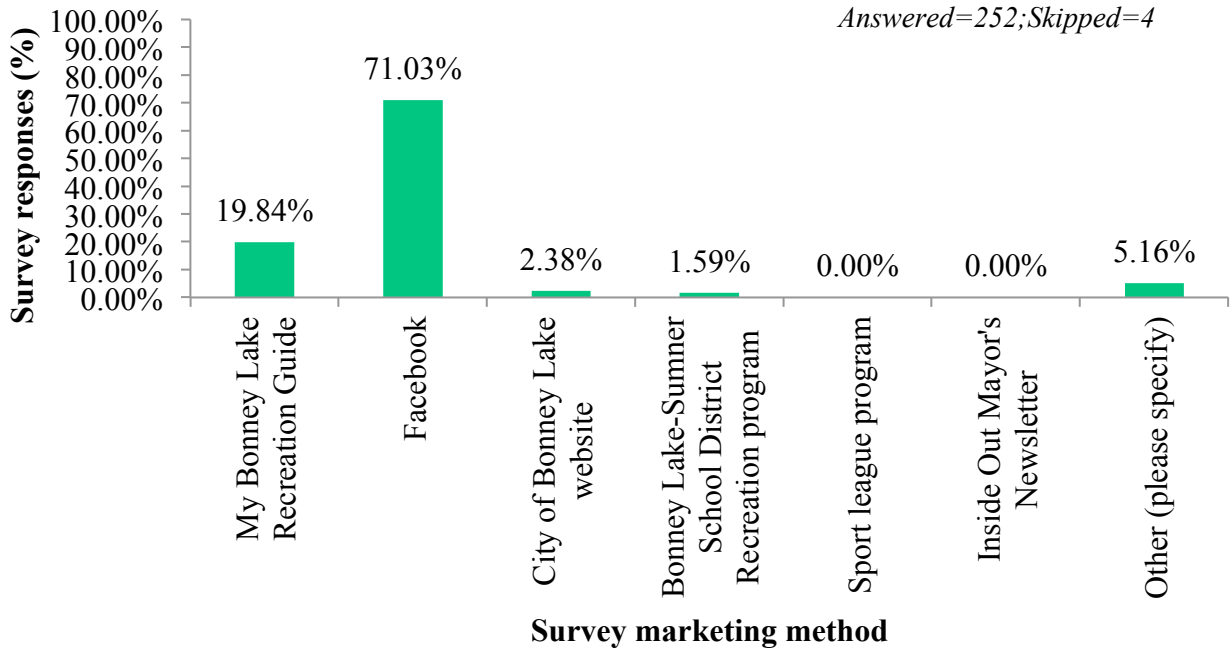
Question 11: The proposed multi-purpose athletic field at Allan Yorke Park will use an artificial turf, which field surface do you prefer?

Answered=236; Skipped=20



Question 12: How did you hear about this survey?

Answered=252; Skipped=4



Question 13: Please enter your email address if you would like to receive a copy of the Mayor's weekly newsletter and enter to win the Starbucks gift card.

157 respondents included their email address.

CITY COUNCIL WORKSHOP

November 20, 2018
6:00 P.M.

DRAFT MINUTES



www.ci.bonney-lake.wa.us

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

- I. CALL TO ORDER:** Mayor Neil Johnson Jr., called the workshop to order at 6:00 p.m.
- II. ROLL CALL:** Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, Jr., elected officials attending were Deputy Mayor Randy McKibbin, Councilmember Terry Carter, Councilmember Justin Evans, Councilmember James Rackley, Councilmember Dan Swatman, and Councilmember Tom Watson. Councilmember Michelle Surdez was not in attendance.

Councilmember Watson moved to excuse the absence of Councilmember Surdez. Councilmember Rackley seconded the motion.

Motion approved 6-0.

Staff members in attendance were City Administrator John Vodopich, Administrative Services Director/City Clerk Harwood Edvalson, Police Chief Bryan Jeter, Chief Financial Officer Cherie Gibson, and Deputy City Clerk Sadie Schaneman.

III. AGENDA ITEMS:

A. Council Open Discussion

Lions Club. Councilmember Watson attended a Christmas event with the Bonney Lake Lions Club. They handed out cards and food to Police and Fire Departments in Bonney Lake and Buckley. Everything was well received and all had a great time.

Bonney Lake Buckley Against Drugs (BLBAD). Councilmember Watson discussed his concerns about the group BLBAD. The group is helping to make the community aware of the drug usage in areas around Bonney Lake and Buckley. Councilmember Watson wants to make sure that they are not going beyond their authority and staying within legal limits of what they are allowed to do. Police Chief Jeter said that the Police are working with the group and helping to educate them on the city rules and legal limits.

Communications. Councilmember Evans thanked all staff and Council for being professional while communicating with the community on tough discussions.

Pierce County Regional Council. Councilmember Evans attended the Pierce County Regional Council meeting and was voted in as the new Vice Chair. The general assembly will be held at the fairgrounds on February 21, 2019 and

everyone is invited to attend. The day before at the University of Washington there will be a talk about homelessness and the impact it has on cities.

B. Review of Council Minutes: October 30, 2018 Special Meeting, November 6, 2018 City Council Workshop and November 13, 2018 City Council Meeting.

Councilmember Watson reported he had provided City Clerk Edvalson with one correction to the draft minutes. There was a general consensus of the Council to move the minutes as revised forward to the next Council meeting for approval.

C. Discussion: Pursuant to Public Hearings: AB18-113 – Ordinance D18-113 – Preliminary Biennial Budget and AB18-114 – Ordinance D18-114 – 2019 Ad Valorem Tax Levy Ordinance.

Mayor Johnson Jr. and City Administrator Vodopich summarized the public hearings and the comments residents made at the hearings. There were speakers that spoke in favor of the athletic fields and park improvements. There was general consensus of the Council to forward the Ad Valorem Tax Levy Ordinance to the November 27, 2018 Council Meeting for action.

D. Discussion: 2019/2020 Biennial Budget Decision Cards.

The City Council asked several questions in regards to decision cards and how the different funds work for place holding, transferring between accounts, and usage. Chief Financial Officer Gibson answered all their questions and informed the Council that an amendment to the 2017-2018 biennial budget will be made for a couple of items to be added.

City Administrator Vodopich informed Council that the staff has brought forward a balanced budget that includes all the decision cards expect for a few exceptions that will be in the amended budget. By Council agreement, the decision cards were discussed by Fund Account type in whole versus each decision card separately.

General Fund decision cards were discussed. Police Chief Jeter let Council know that the decision card for out of state training was pulled and replaced with out of state travel requests. The remaining decision cards were given tentative approval by the majority of the Council.

Drug Fund, ERR Fund, General Government CIP Fund, and Utility CIP Fund decision cards were also approved by general consensus of the Council with no changes.

Street CIP Fund had no decision cards. Mayor Johnson Jr., asked the Council to add funds from the General Fund to help start the design phase of placing more sidewalks in Bonney Lake due to the grant application that was not accepted.

Council asked several questions in regards to the general fund and agreed to move forward with the decision to add the funding to the budget.

Park CIP Fund decision cards were discussed and several questions asked about grants and funding for parks. Mayor Johnson Jr., suggested to transfer funds from the ending balance of the General Fund to the Park Fund in order to cover any grants that may not get accepted. This would show that the City is supporting upgrades and additions to parks. Deputy Mayor McKibbin confirmed that the funds would be a placeholder just in case of the need for the funds. Chief Financial Officer Gibson stated that the funds should not be transferred until needed, then do a budget amendment. Once transferred then funds have to remain in the Park Fund and cannot be transferred elsewhere. The Council in the whole agreed to not transfer the funds but to have them as a placeholder in case of a budget amendment needed later to help with funds not received from grants.

Chief Financial Officer Gibson confirmed with the Council that the police park cameras and 2 additional officers were to be added to the final budget. There was general Council consensus to add these items to the final budget.

IV. EXECUTIVE/CLOSED SESSION: None

V. ADJOURNMENT:

At 7:21 p.m. Mayor Johnson, Jr. adjourned the regular Council Meeting with the common consent of the City Council.

Harwood Edvalson, City Clerk

Neil Johnson, Jr., Mayor

Items presented to Council at the November 20, 2018 Workshop: None

Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.

CITY COUNCIL MEETING

November 27, 2018
6:00 P.M.



www.ci.bonney-lake.wa.us

MINUTES

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

I. CALL TO ORDER – Deputy Mayor Randy McKibbin called the meeting to order at 6:00 p.m.

- A. Flag Salute: Deputy Mayor McKibbin led the audience in the Pledge of Allegiance.
- B. Roll Call: Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Deputy Mayor Randy McKibbin, elected officials attending were Councilmember Terry Carter, Councilmember Justin Evans, Councilmember James Rackley, Councilmember Michelle Surdez, Councilmember Dan Swatman, and Councilmember Tom Watson. Mayor Neil Johnson, Jr. was not in attendance.

Staff members in attendance were City Administrator John Vodopich, Administrative Services Director/City Clerk Harwood Edvalson, Chief Financial Officer Cherie Gibson, Police Chief Bryan Jeter and City Attorney Kathleen Haggard.

- C. Agenda Modifications: None.
- D. Announcements, Appointments and Presentations: None.

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

- A. Public Hearings:
 - 1. AB18-111 – D18-113 – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Adopting The 2019 – 2020 Biennial Budget.

Deputy Mayor McKibbin opened the public hearing at 6:02 p.m. No one signed up in advance to address the Council and no one came forward to speak at the public hearing. Deputy Mayor McKibbin closed the public hearing at 6:03 p.m.

B. Citizen Comments:

Pablo Monroy, 2141 104th St Ct E, spoke as a Park Commissioner in support of maintaining the ball field proposal in the upcoming biennial budget. He said youth sports make an investment in the youth of the community and teach teamwork, leadership and responsibility. He urged the Council to fund the Allan Yorke Park improvements.

C. Correspondence: None.

III. COUNCIL COMMITTEE REPORTS:

A. Finance Committee: Canceled their meeting normally scheduled today earlier in the evening.

B. Community Development Committee: Committee Chair Swatman reported the Committee has not met since their last meeting.

C. Public Safety Committee: Chair Evans said the Committee has not met since their last meeting.

D. Other Reports: None.

IV. CONSENT AGENDA:

A. **Approval of Corrected Minutes:** October 30, 2018 Special Meeting Minutes, November 6, 2018 City Council Workshop Minutes and November 13, 2018 City Council Meeting Minutes.

B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable check/vouchers #80829-#80919 and wire transfers #20181101, #20181105, #2018110201, #2018110202, #2018110203, #2018110204, #2018110501 and #2018110502 in the amount of \$463,899.80. Accounts Payable check/vouchers #80920-#80952 in the amount of \$5,347.07. Voids:

C. **Approval of Payroll:** November 1st-15th 2018 for checks #34007-34010 including Direct Deposits and Electronic Transfers is \$604,478.59. November 16th-31st 2018 for checks #34011 - including Direct Deposits and Electronic Transfers is \$.

D. **AB18-114 – Ordinance D18-114 – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Setting The Amount Of The Annual Ad Valorem Tax Levy Necessary For The Fiscal Year 2019..**

Councilmember Rackley moved to approve the Consent Agenda.

Councilmember Watson seconded the motion.

Motion approved 7 – 0.

V. FINANCE COMMITTEE ISSUES: None.

VI. COMMUNITY DEVELOPMENT COMMITTEE ISSUES: None.

VII. PUBLIC SAFETY COMMITTEE ISSUES: None.

VIII. FULL COUNCIL ISSUES: None.

IX. EXECUTIVE/CLOSED SESSION: None.

X. ADJOURNMENT:

At 6:05 p.m. Deputy Mayor McKibbin adjourned the regular Council Meeting with the common consent of the City Council.

Harwood Edvalson, City Clerk

Neil Johnson, Jr., Mayor

Items submitted at the November 27, 2018 Council Meeting: None.

City of Bonney Lake, Washington
City Council Agenda Bill (AB)

Department/Staff Contact: Finance / Cherie Gibson	Meeting/Workshop Date: 11/27/18	Agenda Bill Number: AB18-113
Agenda Item Type: Public Hearing/Ordinance	Ordinance/Resolution Number: D18-113	Councilmember Sponsor:

Agenda Subject: Adopt the 2019 – 2020 Biennial Budget Final Public Hearing

Full Title/Motion: An Ordinance Of The City Council Of the City Of Bonney Lake, Pierce County Washington, Adopting The 2019 – 2020 Biennial Budget.

Administrative Recommendation:

Background Summary: Revised Code of Washington (RCW) 35A.34 provides procedures for adopting, managing and amending a biennial budget. Pursuant to this guidance and Bonney Lake Municipal Code 3.96, a proposed biennial budget for fiscal year 2019 and 2020 has been prepared, filed and public hearing conducted. This ordinance is intended to adopt the 2019 – 2020 biennial budget, which will be subject to a mid-biennium review during the fall of 2019.
Attachments: Ordinance, Exhibit A, Exhibit B, Exhibit C

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Budget Explanation: The Biennial Budget, at the fund level, is detailed within attached Exhibit “A.”			
COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	<i>Approvals:</i>	Yes	No
	Chair/Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
	Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
	Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
Forward to:	Consent Agenda:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Commission/Board Review:			
Hearing Examiner Review:			
COUNCIL ACTION			
Workshop Date(s):	10/02, 10/16, 11/06	Public Hearing Date(s):	10/23, 11/06, 11/13, 11/27
Meeting Date(s):	10/09, 10/23, 11/13	Tabled to Date:	
APPROVALS			
Director: <i>Cherie Gibson</i>	Mayor:	Date Reviewed by City Attorney:	Standard (if applicable):

ORDINANCE NO. D18-113

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, ADOPTING THE BIENNIAL BUDGET FOR CALENDAR YEARS 2019 AND 2020.

WHEREAS, Ch. 35A.34 RCW provides procedures for adopting, managing, and amending a biennial budget; and

WHEREAS, a preliminary biennial budget for fiscal years 2019 and 2020 has been prepared and filed as required by law; and

WHEREAS, the City Council held public hearings upon notice as prescribed by law, and met for the purpose of setting the final budget of the City for the 2019-2020 fiscal biennium; and

WHEREAS, the City Council has made adjustments and changes deemed necessary and proper and desires to adopt the 2019-2020 Budget, including the biennial Capital Improvement Program.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The biennial budget for the City of Bonney Lake for the period January 1, 2019 through December 31, 2020 as contained in the 2019-2020 Biennial Budget for total revenues/sources (including use of fund balances) and expenditures/uses and as revised by the City Council, is hereby adopted by 'Total Biennial Budget' for each fund as shown on the attached Exhibit "A" 2019-2020 Biennial Budget as well as Exhibit "D".

Section 2. That the budget document attached hereto as Exhibit "B & C" is hereby provided as a summary per year for management purposes.

Section 3. The City Clerk is directed to transmit a certified copy of the City of Bonney Lake adopted 2019-2020 Biennial Budget to the Office of the WA State Auditor and to the Association of Washington Cities.

Section 4. This Ordinance concerning matters set out in RCW 35A.11.090, it is not subject to referendum, and shall take effect five days after its passage, approval and publication as required by law.

PASSED by the City Council of the City of Bonney Lake this ____ day of December, 2018.

Neil Johnson, Jr. Mayor

AUTHENTICATED:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney

2019 -2020 BIENNIAL BUDGET
Exhibit "A"

	'001	'120	'126	'202	'301	'302	'320	'303	'401	'402	'415	'501
	General Fund	Drug Investigation Fund	Contingency Fund	Debt Service Fund	Street CIP Fund	Park CIP Fund	General Govt CIP Fund	PWC Const Fund	Water Funds	Sewer Funds	Stormwater Funds	Equip Replacement Funds
PROJECTED BEGINNING BALANCE	\$ 9,104,021	\$ 95,110	\$ 1,176,747	\$ 58,993	\$ 4,136,560	\$ 3,553,939	\$ 536,863	\$ 21,249,630	\$ 10,723,951	\$ 3,112,609	\$ 2,614,020	\$ 3,434,951
Operating Revenues & Other Sources	42,070,673	2,300	29,200	1,998,000	1,548,895	5,891,605	671,200	275,000	20,169,139	18,687,573	3,857,055	4,088,794
Expenditures & Uses	<u>41,340,867</u>	<u>33,500</u>	<u>-</u>	<u>1,980,524</u>	<u>2,047,223</u>	<u>9,342,256</u>	<u>538,400</u>	<u>21,524,630</u>	<u>26,300,090</u>	<u>20,464,148</u>	<u>3,972,319</u>	<u>4,744,642</u>
Total Change in Fund Balance for the Biennium	729,806	(31,200)	29,200	17,476	(498,328)	(3,450,651)	132,800	(21,249,630)	(6,130,951)	(1,776,575)	(115,264)	(655,848)
<u>ENDING BALANCE</u>	9,833,827	63,910	1,205,947	76,469	3,638,231	103,288	669,663	0	4,593,000	1,336,034	2,498,756	2,779,103
Total Biennial Budget	51,174,694	97,410	1,205,947	2,056,993	5,685,454	9,445,544	1,208,063	21,524,630	30,893,090	21,800,182	6,471,075	7,523,745

2019 PROPOSED BUDGET FOR MGMT

Exhibit B

	'001	'120	'126	'202	'301	'302	'320	'303	'401	'402	'415	'501
	General Fund	Drug Investigation Fund	Contingency Fund	Debt Service Fund	Street CIP Fund	Park CIP Fund	General Govt CIP Fund	PWC Const Fund	Water Funds	Sewer Funds	Stormwater Funds	Equip Replacement Funds
RESOURCES												
Revenues												
Taxes	13,400,563	-	-	-	488,470	378,000	150,000	-	-	-	-	-
Licenses and Permits	841,425	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental	1,230,298	-	-	-	-	585,000	-	-	-	-	25,000	-
Charges for Goods and Services	4,598,039	-	-	-	248,535	1,663,800	-	-	9,496,814	8,968,112	1,853,896	-
Fines and Forfeitures	377,350	150	-	-	-	-	-	-	-	-	-	-
Miscellaneous	476,700	1,000	14,400	4,000	35,000	50,000	186,100	-	212,000	51,000	45,450	1,390,179
Proprietary Fund Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Non Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	991,000	-	-	-	275,000	-	-	-	515,124
Total Revenues	20,924,376	1,150	14,400	995,000	772,005	2,676,800	336,100	275,000	9,708,814	9,019,112	1,924,346	1,905,303
USES												
General Fund												
Legislative	135,912	-	-	-	-	-	-	-	-	-	-	-
Municipal Court & Probation	1,013,320	-	-	-	-	-	-	-	-	-	-	-
Executive	843,106	-	-	-	-	-	-	-	-	-	-	-
Finance	1,503,882	-	-	-	-	-	-	-	-	-	-	-
Legal	601,708	-	-	-	-	-	-	-	-	-	-	-
Information Services	694,652	-	-	-	-	-	-	-	-	-	-	-
Administrative Services	482,744	-	-	-	-	-	-	-	-	-	-	-
Human Resources	305,155	-	-	-	-	-	-	-	-	-	-	-
Police	7,763,886	-	-	-	-	-	-	-	-	-	-	-
Public Works/Engineering Administration	1,494,384	-	-	-	-	-	-	-	-	-	-	-
Senior Center	518,791	-	-	-	-	-	-	-	-	-	-	-
Community Services	12,100	-	-	-	-	-	-	-	-	-	-	-
Beautification	30,903	-	-	-	-	-	-	-	-	-	-	-
Community Forest	43,073	-	-	-	-	-	-	-	-	-	-	-
Community Events	71,881	-	-	-	-	-	-	-	-	-	-	-
Community Development	1,036,598	-	-	-	-	-	-	-	-	-	-	-
Facilities	533,190	-	-	-	-	-	-	-	-	-	-	-
Recreation Program	1,028,566	-	-	-	-	-	-	-	-	-	-	-
Park Facilities	519,642	-	-	-	-	-	-	-	-	-	-	-
Non Departmental	1,604,112	-	-	-	-	-	-	-	-	-	-	-
Drug Investigation Fund	-	28,000	-	-	-	-	-	-	-	-	-	-
Contingency Fund	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service Fund	-	-	-	990,952	-	-	-	-	-	-	-	-
Revenue Bond Fund	-	-	-	-	-	-	-	-	-	-	-	-
Street CIP Fund	-	-	-	-	1,083,631	-	-	-	-	-	-	-
Parks CIP Fund	-	-	-	-	-	3,745,000	-	-	-	-	-	-
General Government CIP Fund	-	-	-	-	-	-	354,700	-	-	-	-	-
PCW Construction Fund	-	-	-	-	-	-	-	21,524,630	-	-	-	-
Water Fund	-	-	-	-	-	-	-	-	12,051,990	-	-	-
Sewer Fund	-	-	-	-	-	-	-	-	-	9,722,413	-	-
Storm Water Fund	-	-	-	-	-	-	-	-	-	-	1,967,862	-
Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-	-	2,193,892
Total Expenses	20,237,606	28,000	-	990,952	1,083,631	3,745,000	354,700	21,524,630	12,051,990	9,722,413	1,967,862	2,193,892
TOTAL	\$ 686,770	\$ (26,850)	\$ 14,400	\$ 4,049	\$ (311,626)	\$ (1,068,200)	\$ (18,600)	\$ (21,249,630)	\$ (2,343,176)	\$ (703,301)	\$ (43,517)	\$ (288,589)
Capital									2,125,000	2,554,730	105,500	

2020 PROPOSED BUDGET FOR MGMT

Exhibit C

	'001	'120	'126	'202	'301	'302	'320	'303	'401	'402	'415	'501
	General Fund	Drug Investigation Fund	Contingency Fund	Debt Service Fund	Street CIP Fund	Park CIP Fund	General Govt CIP Fund	PWC Const Fund	Water Funds	Sewer Funds	Stormwater Funds	Equip Replacement Funds
RESOURCES												
Revenues												
Taxes	13,664,897	-	-	-	493,355	378,000	150,000	-	-	-	-	-
Licenses and Permits	849,597	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental	1,234,860	-	-	-	-	2,621,805	-	-	-	-	25,000	-
Charges for Goods and Services	4,582,631	-	-	-	248,535	175,000	-	-	10,248,325	9,616,441	1,861,805	-
Fines and Forfeitures	377,350	150	-	-	-	-	-	-	-	-	-	-
Miscellaneous	436,962	1,000	14,800	4,000	35,000	40,000	185,100	-	212,000	52,020	45,905	1,420,922
Proprietary Fund Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Non Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	999,000	-	-	-	-	-	-	-	762,569
Total Revenues	21,146,297	1,150	14,800	1,003,000	776,890	3,214,805	335,100	-	10,460,325	9,668,461	1,932,709	2,183,491
USES												
General Fund												
Legislative	135,912	-	-	-	-	-	-	-	-	-	-	-
Municipal Court & Probation	992,455	-	-	-	-	-	-	-	-	-	-	-
Executive	794,399	-	-	-	-	-	-	-	-	-	-	-
Finance	1,562,634	-	-	-	-	-	-	-	-	-	-	-
Legal	594,496	-	-	-	-	-	-	-	-	-	-	-
Information Services	661,771	-	-	-	-	-	-	-	-	-	-	-
Administrative Services	561,475	-	-	-	-	-	-	-	-	-	-	-
Human Resources	307,650	-	-	-	-	-	-	-	-	-	-	-
Police	8,240,429	-	-	-	-	-	-	-	-	-	-	-
Public Works/Engineering Administration	1,624,128	-	-	-	-	-	-	-	-	-	-	-
Senior Center	556,160	-	-	-	-	-	-	-	-	-	-	-
Community Services	12,210	-	-	-	-	-	-	-	-	-	-	-
Beautification	31,093	-	-	-	-	-	-	-	-	-	-	-
Community Forest	50,722	-	-	-	-	-	-	-	-	-	-	-
Community Events	72,932	-	-	-	-	-	-	-	-	-	-	-
Community Development	1,066,478	-	-	-	-	-	-	-	-	-	-	-
Facilities	537,340	-	-	-	-	-	-	-	-	-	-	-
Recreation Program	1,060,674	-	-	-	-	-	-	-	-	-	-	-
Park Facilities	610,918	-	-	-	-	-	-	-	-	-	-	-
Non Departmental	1,629,384	-	-	-	-	-	-	-	-	-	-	-
Drug Investigation Fund	-	5,500	-	-	-	-	-	-	-	-	-	-
Contingency Fund	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service Fund	-	-	-	989,572	-	-	-	-	-	-	-	-
Revenue Bond Fund	-	-	-	-	-	-	-	-	-	-	-	-
Street CIP Fund	-	-	-	-	963,592	-	-	-	-	-	-	-
Parks CIP Fund	-	-	-	-	-	5,597,256	-	-	-	-	-	-
General Government CIP Fund	-	-	-	-	-	-	183,700	-	-	-	-	-
PCW Construction Fund	-	-	-	-	-	-	-	-	-	-	-	-
Water Fund	-	-	-	-	-	-	-	-	14,248,100	-	-	-
Sewer Fund	-	-	-	-	-	-	-	-	-	10,741,736	-	-
Storm Water Fund	-	-	-	-	-	-	-	-	-	-	2,004,457	-
Equipment Replacement Fund	-	-	-	-	-	-	-	-	-	-	-	2,550,750
Total Operating Expenses	21,103,261	5,500	-	989,572	963,592	5,597,256	183,700	-	14,248,100	10,741,736	2,004,457	2,550,750
TOTAL	\$ 43,036	\$ (4,350)	\$ 14,800	\$ 13,428	\$ (186,702)	\$ (2,382,451)	\$ 151,400	\$ -	\$ (3,787,775)	\$ (1,073,275)	\$ (71,747)	\$ (367,259)
Capital									4,861,000	3,277,000	85,000	
Biennium TOTAL	729,806	(31,200)	29,200	17,476	(498,328)	(3,450,651)	132,800	(21,249,630)	(6,130,951)	(1,776,575)	(115,264)	(655,848)
Estimated 2018 Ending Fund Balance	9,104,021	95,110	1,176,747	58,993	4,136,560	3,553,939	536,863	21,249,630	10,723,951	3,112,609	2,614,020	3,434,951
Estimated 2020 Ending Fund Balance	9,833,827	63,910	1,205,947	76,469	3,638,231	103,288	669,663	0	4,593,000	1,336,034	2,498,756	2,779,103

EXHIBIT "D"

2019- 2020 BUDGET

FUND	TITLE	REVENUES	EXPENDITURES
001	General Fund	51,174,694	51,174,694
120	Drug Investigation Fund	97,410	97,410
126	Contingency Fund	1,205,947	1,205,947
202	Debt Service Fund	2,056,993	2,056,993
301	Street CIP	5,685,454	5,685,454
302	Parks CIP	9,445,544	9,445,544
303	PWC CIP	21,524,630	21,524,630
320	General Govt CIP Fund	1,208,063	1,208,063
401	Water Fund	30,893,090	30,893,090
402	Sewer Fund	21,800,182	21,800,182
415	Stormwater Fund	6,471,075	6,471,075
501	ERR Fund	7,523,745	7,523,745
	TOTAL	\$ 159,086,827	\$ 159,086,827

City of Bonney Lake, Washington
City Council Agenda Bill (AB)

Department/Staff Contact: Executive / John P. Vodopich, AICP	Meeting/Workshop Date: 4 December 2018	Agenda Bill Number: AB18-109
Agenda Item Type: Ordinance	Ordinance/Resolution Number: D18-109	Sponsor: Mayor

Agenda Subject: 2019 COLA for Non-Represented Employees

Full Title/Motion: An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Ordinance Nos. 1527 And 1559 Relating To Salaries And Benefits For Non-Represented Employees.

Administrative Recommendation: Approve

Background Summary: This Ordinance would grant a 2.5% across-the-board-cost-of-living-adjustment (COLA) for non-represented employees in 2019 and update the language related to employee benefits. Non-represented employees contributions to medical premiums for the eligible spouse and dependents on the plan would increase from 5% to 10% in 2019.
Attachments: Ordinance No. D18-109 including attachments.

BUDGET INFORMATION				
Budget Amount	Current Balance	Required Expenditure	Budget Balance	Fund Source
				<input type="checkbox"/> General <input type="checkbox"/> Utilities <input type="checkbox"/> Other
Budget Explanation: The proposed COLA and the change in medical premium contribution rates has been factored into the proposed 2019/20 biennial budget.				

COMMITTEE, BOARD & COMMISSION REVIEW				
Council Committee Review:	Finance Committee	<i>Approvals:</i>	Yes	No
	Date: 9 October 2018	Chair/Councilmember	Randy McKibbin	<input type="checkbox"/> <input type="checkbox"/>
		Councilmember	Dan Swatman	<input type="checkbox"/> <input type="checkbox"/>
		Councilmember	Tom Watson	<input type="checkbox"/> <input type="checkbox"/>
	Forward to: October 16, 2018 Workshop	Consent Agenda:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Commission/Board Review:				
Hearing Examiner Review:				

COUNCIL ACTION	
Workshop Date(s):	October 16, 2018, November 6, 2018, & December 4, 2018
Meeting Date(s):	October 23, 2018
Public Hearing Date(s):	Tabled to Date:

APPROVALS		
Director: JPV	Mayor: NJJ	Date Reviewed by City Attorney: (if applicable)

ORDINANCE NO. D18-109

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AMENDING ORDINANCE NOS. 1527 AND 1471 RELATING TO SALARIES AND BENEFITS FOR NON-REPRESENTED EMPLOYEES.

WHEREAS, the City’s two of the three bargaining units have recently agreed to new multi-year labor agreements; and

WHEREAS, the City Council desires to amend the salary schedule for non-represented employees in order to keep the compensation plan competitive with comparable agencies, and to maintain compensation at a level which will attract and retain quality employees;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Section 1 of Ordinance No. 1559 is hereby repealed and replaced to read as follows:

Section 1. A new attachment “A1,” to Ordinance No. 1559, consisting of a Position Classification Matrix, is hereby adopted, and incorporated herein by this reference. These position classifications and salary grades for non-represented employees shall remain in effect until amended by subsequent ordinance of the City Council. A new attachment “A2” (Salary Schedule) of Ordinance No. 1559, adopted November 8, 2016 and adjusted upward by Ordinance 1587, adopted December 12, 2017 is hereby adjusted upward by 2.5% to reflect an across-the-board-cost-of-living-adjustment (COLA) effective January 1, 2019 and shall remain in effect until amended by subsequent ordinance of the City Council.

Section 2. Section 5 of Ordinance No. 1527 is hereby amended to read as follows:

Section 5. A. Employee Benefits.

The City will provide non-represented employees with medical, dental, vision, life insurance, long term disability, and employee assistance plan (EAP) benefits. Employees will be responsible for paying any applicable deductibles or copay amounts. Benefits will be provided as follows:

- i.** Medical - AWC High Deductible Health Plan (HDHP) with Health Savings Account (HSA), AWC Regence HealthFirst 250, AWC Regence Accountable Health Network 250 or AWC Group Health Kaiser Permanente \$200 copay deductible plan effective 1/1/~~2016~~2019.
 - a.** For those employees who opt for the AWC Regence HealthFirst 250, AWC Regence Accountable Health Network 250 or Kaiser Permanente sponsored plans, the follow premium share shall apply:

i. Effective January 1, 2019, each employee shall contribute 5% of the total premium for employee only and 10% of the total premium (employee, for the eligible spouse and dependent(s) on the plan.) costs toward the AWC HealthFirst 250 medical plan.

b. For those employees who opt for the High Deductible Health Plan (ADHP) with a Health Savings Account, the following shall apply:

i. Premiums for employees (and spouse/dependents) participating in the High Deductible Health Plan (HDHP) with Health Savings Account (HSA) will be 100% paid by the employer. Enrollment is subject to AWC's participation / enrollment rules.

ii. Effective January 1, 2016 and onward, employees who select the HDHP/HSA option will have the following seed money (the "seed money") deposited into their HSA accounts by the City as a one-time lump sum deposit:

Employee only	=	\$2,000
Employee + 1	=	\$2,500
Employee + 2	=	\$3,000
Employee + 3 (or more)	=	\$3,500

iii. On an annual basis thereafter (January 1, 2017 and onward), the City will contribute the following amounts (the "annual contribution") into each employees' HSA accounts:

Employee only	=	\$1,000
Employee + 1	=	\$1,750
Employee + 2	=	\$2,250
Employee + 3 (or more)	=	\$2,500

iv. Employees who select the HDHP/HSA option are entitled to the seed money contribution by the City only once during their employment, and do not earn both the seed money and the annual contribution in the same year (i.e. an employee who selects the HDHP/HSA option earns the seed money in the first year, and then receives the annual contribution in subsequent years). HSA seed money and annual contributions will be pro-rated for part-time employees and new hires. Annual contributions made by the City will be divided into four deposits at the start of each quarter.

v. Effective January 1, 2017 onward, the amounts listed in subsection "iii" above will increase annually based on the percentage increase applied to the IRS maximum contribution limit. For example, if the 2017 IRS contribution limit increases by 5% over the 2016 maximum, the City will increase its contribution for each category by 5% (e.g. \$1,000 for employee-only + 5% = \$1,050).

ii. Dental - Willamette \$10 Copay or Delta Plan F with Orthodontia Rider III

iii. Vision - VSP \$0 copay

iv. Life Insurance - AWC \$50,000

v. Long Term Disability - AWC 90 day with 67% benefit.

vi. AWC Employee Assistance Plan - Benefit premiums will be provided for full-time non-represented employees.

B. Premium Cost Savings Sharing. In accordance with the AWC Employee Benefit Trust underwriting rules, eligible employees who choose to waive City medical and/or dental coverage for themselves or their dependents because of coverage in another plan may receive 50% of the premium cost savings (what the City would pay for the employee and eligible dependents), which shall be added to their paycheck. For current employees the premium savings will be based upon their current plan. For new employees, the premium savings will be based on the least costly plan available (e.g. Regence, ~~GHCKaiser Permanente~~, HDHP, Delta, or Willamette). The Mayor is authorized to develop administrative policies and procedures to implement the cost saving sharing policy.

C. Non-represented police employees may enroll or remain, as applicable, in the Police Guild's negotiated Law Enforcement Officers and Fire Firefighters Trust medical plan provided the Guild agrees, and the cost to the City is no greater than the least expensive medical plan offered to non-represented employees generally.

Section 6. This Ordinance concerns compensation and working conditions of city employees and is not subject to referendum. It shall take effect five (5) days after its passage, approval and publication as required by law.

PASSED by the City Council and approved by the Mayor this day of, 2018.

Neil Johnson, Jr., Mayor

AUTHENTICATED:

Harwood Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney

Attachment "A1" to Ordinance No. D18-1096-125: Non Represented Employee Classification and Grade Matrix

GRADE	FINANCE & ADMINISTRATION	PUBLIC SAFETY	PUBLIC SERVICES	GRADE
1-9	Recreation Coordinator NOTE: Added as Grade 6 in 2017 Budget Amendment			1-9
10	Recreation Supervisor NOTE: Added as a Grade 10 in 2017 Budget Amendment	-Admin Assistant to Police Chief NOTE: Added as Grade 10 in 2017 Budget Amendment		10
11	Special Events Coordinator			11
12	Executive Assistant; Deputy City Clerk; Human Resources Generalist			12
13	Accountant Executive Assistant/Management Analyst; Recreation & Special Events Manager	Probation Officer	Project Manager; Contract Administrator; Administrative Supervisor (Economic Development or Operations) NOTE: Includes include both positions recently brought out of AFSCME	13
14	Financial Operations Supervisor; Senior Services Manager			14
15	Senior Accountant			15
16			PW Operations Engineer	16
17		Court Administrator	Planning and Building Supervisor; Assistant PW Superintendent	17
18	Human Resources Manager		Development Review Engineer Planning and Building Supervisor;	18
19	Human Resources Manager Deputy City Attorney/Prosecutor		Assistant City Engineer	19
20	Deputy City Attorney/Prosecutor; Information Systems Manager			20
21				21
22	Facilities & Special Projects/Events Mgr		City Engineer	22
23		Assistant Police Chief		23
24	Administrative Services Director; Chief Financial Officer		Public Works Superintendent	24
25		Police Chief	Public Services Director	25
26		Municipal Judge	Public Services Director	26
27	City Administrator			27
28				28

CLASSIFICATION	Grade	Minimum Rate (Monthly)	Maximum Rate (Monthly)	Grade	CLASSIFICATION
	1	3,035	3,758	1	
	2	3,196	3,957	2	
	3	3,364	4,164	3	
	4	3,541	4,383	4	
	5	3,729	4,614	5	
Recreation Coordinator	6	3,925	4,856	6	Recreation Coordinator
	7	4,132	5,112	7	
	8	4,349	5,383	8	
	9	4,578	5,667	9	
Assistant to Police Chief Recreation Supervisor	10	4,819	5,963	10	Assistant to Police Chief Recreation Supervisor
	11	5,072	6,277	11	
Deputy City Clerk Human Resources Generalist	12	5,340	6,609	12	Deputy City Clerk Human Resources Generalist
Accountant Administrative Supervisor (Economic Development or Operations) Contract Administrator Executive Assistant/Management Analyst Probation Officer Recreation & Specialist Events Manager	13	5,620	6,954	13	Accountant Administrative Supervisor (Economic Development or Operations) Contract Administrator Executive Assistant/Management Analyst Probation Officer Recreation & Specialist Events Manager
Financial Operations Supervisor Senior Services Manager	14	5,916	7,322	14	Financial Operations Supervisor Senior Services Manager
Senior Accountant	15	6,228	7,708	15	Senior Accountant
	16	6,554	8,113	16	
Assistant Public Works Superintendent Court Administrator	17	6,899	8,538	17	Assistant Public Works Superintendent Court Administrator
Development Review Engineer Planning & Building Supervisor	18	7,262	8,988	18	Development Review Engineer Planning & Building Supervisor
Assistant City Engineer Human Resources Manager	19	7,643	9,462	19	Assistant City Engineer Human Resources Manager
Deputy City Attorney - Prosecutor Information Systems Manager	20	8,048	9,961	20	Deputy City Attorney - Prosecutor Information Systems Manager
	21	8,471	10,483	21	
City Engineer Facilities & Special Projects/Events Mgr	22	8,916	11,034	22	City Engineer Facilities & Special Projects/Events Mgr
Assistant Police Chief	23	9,385	11,616	23	Assistant Police Chief
Administrative Services Director Chief Financial Officer Public Works Superintendent	24	9,880	12,228	24	Administrative Services Director Chief Financial Officer Public Works Superintendent
Police Chief Public Services Director	25	10,400	12,871	25	Police Chief Public Services Director
Municipal Judge	26	10,947	13,547	26	Municipal Judge
City Administrator	27	11,524	14,263	27	City Administrator
	28	12,100	14,976	28	
Agenda Packet p. 30 of 31	29	12,705	15,725	29	

City of Bonney Lake, Washington
City Council Agenda Bill (AB)

Department/Staff Contact: Admin. Services / Harwood Edvalson	Meeting/Workshop Date: 04 December 2018	Agenda Bill Number: AB18-133
Agenda Item Type: Motion	Ordinance/Resolution Number:	Councilmember Sponsor: Deputy Mayor McKibbin

Agenda Subject: Cancellation of Regular Council Meetings, Workshops, and Committee meetings, as well as Council Standing Committee Meetings.

Full Title/Motion: A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Cancel The Following Meetings: December 11th regular Council meeting, December 18th regular Council Workshop, December 25th regular Council meeting (holiday), and January 1st 2019 Council regular Workshop (holiday); and all regularly scheduled Council Standing Committee meetings from December 5th through January 1st, 2019.

Administrative Recommendation: Approve.

Background Summary: The City Council has traditionally cancelled the last Council Meeting and Council Workshop in December each year, along with associated Council Standing Committee meetings, to allow Council, staff, and volunteers to participate in holiday activities. Council Standing Committee chairs have been contacted to confirm their intent to cancel these meetings. As the January 1, 2019 Holiday falls on a Tuesday, the Council has indicated their intent to cancel the regular Council Workshop and Standing Committee meetings normally held on that day. The City Council and Standing Council Committees will next meet on their regularly scheduled days following January 1, 2019.

Attachments: None.

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
n/a			
Budget Explanation:			

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	<i>Approvals:</i>	Yes	No
Date:	Chair/Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
	Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
	Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
Forward to:	Consent Agenda:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Commission/Board Review:			
Hearing Examiner Review:			

COUNCIL ACTION	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 12 December 2017	Tabled to Date:

APPROVALS		
Director: <i>HTE</i>	Mayor: <i>NHJ</i>	Date Reviewed by City Attorney: N/A (if applicable):