

City of

COUNCIL WORKSHOP

**March 2, 2002
9:00 a.m.**

Minutes



"Where Dreams Can Soar"

The City of Bonney Lake's Mission is to protect the community's livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services.

Call to Order

Mayor Young called the meeting to order at 9:10 a.m. In attendance with Mayor Young were Deputy Mayor Swatman, Councilmember Bricker, Councilmember DeLeo, Councilmember Johnson, and Councilmember Palecek. Councilmember King was absent and Councilmember Rackley arrived at 10:00 a.m. Staff members in attendance were Finance Director Weidenfeller, Public Works Director Boettcher, Acting Director of Planning and Community Development Leedy, City Clerk Butcher, Assistant Public Works Director Leaf, Purchasing Coordinator Crosier, and Accounting Assistant Musgrave, Operations and Maintenance Supervisor Rick Shannon and City Attorney James Dionne arrived approximately 10:30 a.m.

2002 Public Works Budget Presentations: Street, Water, Sewer, Storm Water, Solid Waste

Public Works Director Seth Boettcher reviewed the highlights and budgets for the Public Works Department. The presentation exhibit is attached.

Further discussion on the Street Department's budget deficit will be re-visited during the June Year 2002 Budget amendment process and the Year 2003 Budget.

Council was pleased that the street sweeper would be purchased soon.

Council conducted a brief discussion on the possibility of a youth diversion program. Director Boettcher noted concern with supervisory needs.

Assistant Public Works Director briefed Council on how to re-structure the water/sewer funds in order to simplify the budget and provide better oversight of the utility. Council was also briefed on the growth impacts to the infrastructure, especially related to sewer impacts such as interlocal agreements and lift stations.

Operations and Maintenance Supervisor Rick Shannon presented the storm water highlights and the impacts of impervious developments and subsequent rate impacts.

Mayor Young called for a recess at 10:25 a.m., and the workshop was reconvened at 10:40 a.m.

Water and Sewer Rates

Public Works Director Boettcher presented a brief on water/sewer rates and financial analysis, the proposed revenue stream, and future Capital Improvement Projects (including maintenance costs). He also explained the benefits of staff acquiring low-interest public works trust fund loans that have greatly reduced the city's debt. A recap of the \$6M water/sewer bond was discussed. Public Works Director Boettcher was asked to prepare a rate schedule to help educate the public. Council requested a review of the schedule prior to release to the public.

Meter Reader Position

The meter reader position was discussed briefly.

Eden Systems Fund (Ordinance No. 921); Insurance Fund (Ordinance No. 944) and Equipment, Rental & Replacement Fund (Ordinance 934)

Finance Director Weidenfeller discussed the housekeeping items related to the above funds. He explained the Eden Systems upgrade would begin with the financial packages late this summer. He noted he would be reviewing the Insurance Fund later this year to recommend amendments on how the City plans for vacation/sick leave/compensation type of funding reserves.

Finance Director Weidenfeller discussed the merits of a Cumulative Reserve Fund versus a Contingency Fund. Deputy Mayor Swatman noted the need for a Council policy related to ending fund balances and the need to receive quarterly financial reports. Finance Director Weidenfeller discussed the merits of a 5-year strategic model that would assist staff with better mechanisms for financial tracking and keeping Council up-to-date. It was agreed that the City's bond counsel would attend an upcoming workshop.

Assistant Public Works Director Gary Leaf presented the ER&R Fund. He has developed a financial model to use this fund as a replacement and maintenance plan for vehicles. Assistant Public Works Director Leaf reviewed the vehicle purchase, replacement, appreciation, inflation, etc., financial assumptions and the long-term implications of the ER&R model.

Mayor Young called for a lunch recess at 12:09 p.m. and he reconvened the workshop at 12:48 p.m.

Discussion and Funding of City Administrator

Councilmember DeLeo noted that he, Deputy Mayor Swatman, and Councilmember Rackley met with Mayor Young last week to discuss a position for city administrator. Deputy Mayor Swatman and Councilmember Bricker did not support the position based upon past experience. Councilmember DeLeo believed that if his proposed selection criteria that Mayor Young agreed to were followed, concerns with former city administrators would be avoided. Council discussed the possibility of an executive assistant rather than a city administrator position as well as changing the Mayor's position from part-time to full-time. Finance Director Weidenfeller noted the department workloads and need for a professional manager. A brief discussion was held related to the form of government and

employee unrest. Mayor Young called for an executive session at 1:15 p.m. for about a half-hour to discuss personnel. Mayor Young reconvened the workshop at 1:51 p.m.

Mayor Young asked each member of the Council his or her thoughts for a city administrator position. Councilmember Rackley and Councilmember DeLeo wanted to pursue the position, Deputy Mayor Swatman and Councilmember Bricker did not want to pursue the position, and Councilmember Johnson and Councilmember Palecek wanted more time to consider.

Mayor Young noted Finance Director Weidenfeller would draft Year 2002 Budget amendments for Tuesday's workshop.

Mayor Young adjourned the workshop at 1:59 p.m.

Bob Young, Mayor

Gayle Butcher, City Clerk

Exhibit: Public works 2002 Budget Presentation