

**COUNCIL WORKSHOP**

**July 15, 2003**

**MINUTES**



*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.*

*"Where Dreams Can Soar"*

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**Roll Call**

Mayor Young called the workshop to order at 5:32 p.m.

Also in attendance were Deputy Mayor Dan Swatman, Councilmember Stephen Bricker, Councilmember Phil DeLeo, Councilmember Neil Johnson, Councilmember Cheryle Noble and Councilmember Jim Rackley.

Staff members attending were Administrative Services Coordinator Tom Reber, Finance Director John Weidenfeller, Planning & Community Development Director Bob Leedy, Public Works Director Seth Boettcher, City Engineer John Woodcock, Judge Jim Helbling, City Attorney Jeff Ganson, Pro Tem City Clerk Harwood Edvalson.

**Councilmember Noble moved to excuse Councilmember King from the meeting. Deputy Mayor Swatman seconded the motion.**

**Motion approved 6 – 0.**

**Agenda Items**

1. Presentation on Pittis Study of Public Works Department—Jack Pittis.

Mayor Young reminded Council that he had previously provided a spreadsheet describing the action plan that he and Public Works Director Boettcher had outlined as a result of the Pittis Report. He introduced Mr. Jack Pittis and invited him to make his presentation.

Mr. Pittis talked through a Power-Point presentation that he had prepared to summarize the content of his study of the Bonney Lake Public Works Department. He said his report responded to 16 questions/issues that the City had posed/raised about the organizational structure and operations of the department.

He shared a number of his observations of the department, which included dedicated employees who like working for the City; that the City is involved in a growth cycle that has created funding challenges and the need for some catch-up on capital projects; and that the City's facilities are generally clean. He noted that the image portrayed by the department is that they are a water department doing public works. He said that as with most organizations, more communication was needed. He added that there were some personnel needs in the department, and expressed concern that many of the City's consulting firms were maintaining the department's records. Mr. Pittis went into greater detail about his recommendations.

The City Council took a five minute recess at 6:35 p.m.

After the recess, Mr. Pittis continued his presentation and the City Council discussed his findings and conclusions. Mayor Young expressed appreciation for the work done by Mr. Pittis. He felt the City had received valuable information. Director Boettcher said the report would help his department refocus.

Councilmember DeLeo asked about initiating the review process for the Finance Department. Mayor Young responded that Requests for Proposals were first being prepared for review of the Municipal Court and Senior Center. Responding to Councilmember Johnson's question about the delay in review of the Finance Department, Mayor Young said that he anticipated the review to take place in the winter or at the end of the year after the Eden System installations and training had been completed. Councilmember DeLeo asked that copies of the RFPs be provided to Council. Mayor Young responded that they would be provided.

## 2. Open Discussion

Angeline Heights PUD Landscaping. Planning and Community Development Director Leedy said that the landscape issues with the Angeline Heights PUD should be resolved. He said that Associate Planner David Renaud was doing an inventory of the landscaping and waiting for the homeowner's association to sign off on the improvements.

Special Joint Meeting with Planning Commission. Director Leedy mentioned that the Planning Commission desires to meet with the City Council to review the current status of the 2004 Comprehensive Plan Update. He suggested the Fifth Tuesday of July as a possible meeting date. There was general consensus to call a special meeting for July 29.

Bonney Lake Days – Beer and Wine Garden. Administrative Services Coordinator Tom Reber said that the Bonney Lake Days Coordinating Committee was recommending that the Council authorize a venue for a Beer and Wine Garden during the celebration. He said that he had consulted with the City's insurance authority on the issue and that Councilmember Johnson had approached an experienced vendor. He said an ordinance had been prepared allowing for a one-time exception on August 16-17, 2003 during Bonney Lake Days to allow alcohol in Allan Yorke Park in a Beer and/or Wine Garden setting. He added that the Council would need to take action at this meeting in order to meet the 30-day waiting period for the ordinance.

Mayor Young said he wanted to go on the record as opposed to this activity for Bonney Lake Days. He said he wanted the celebration to be a family-oriented day in the park, and that it wasn't consistent with the image he envisioned for the City. Councilmember Johnson responded that many other community celebrations include a beer or wine garden in their festivities. Deputy Mayor Swatman said that it had been part of past Bonney Lakes Days when it was held on private property.

Councilmember Noble asked that the Council recognize Mr. Decker's request to be heard on this issue. There was general consensus among the Council to hear Mr. Decker's comments.

Daniel A. Decker, 20401 70<sup>th</sup> St. E, said that he felt allowing the sale of alcohol in the park for Bonney Lake Days was bad for the City.

Mayor Young asked that the record reflect that Mr. Decker and he actually agreed on an

issue. Administrative Services Coordinator Reber said that the Washington Cities Insurance Authority had been contacted for their input. He added that vendors would be required to provide their own general liability insurance.

**Councilmember Rackley moved to suspend the Council Rules of Procedure and amend the agenda by adding AB03-196 - Ordinance 1001 to the agenda. Councilmember Johnson seconded the motion.**

**Motion approved 6 – 0.**

**Councilmember Johnson moved to adopt Ordinance 1001 - An Ordinance Of The City Of Bonney Lake, Pierce County, Washington, Relating To Alcoholic Beverages In City Parks. Councilmember Rackley seconded the motion.**

Councilmember DeLeo asked that the record reflect that Council action was required this evening to meet the 30 day period for initiative and referendum to which this ordinance is subject.

**Motion approved 6 – 0.**

Administrative Services Coordinator Reber mentioned that a Council resolution would also be required to allow the Mayor to sign contracts in association with Bonney Lake Days for performers, vendors, etc. whose payment needs to be expedited outside the normal timeline for the payment voucher process. Councilmember Johnson noted that a form contract would be provided for this use and for Council approval.

Current Status of Water Supply. Public Works Director Boettcher described a chart displaying aquifer water levels at Tacoma Point, as well as, the level of the draw downs and duration. He said recent information shows that the aquifer has not recovered as it has done in the past. He also displayed a chart of average rainfall indicating that the average cumulative rainfall has been on the decline since 2001 with severe impact in June and July. The City Council asked questions and discussed the implications of the charts. Director Boettcher said that RH2 was analyzing the wells at Tacoma Point to determine if they could be safely pumped at a higher volume.

Mayor Young reported that the City had to shut-off Tapps Island last week because the City was not able to maintain its reserves. The Public Works Department distributed a flyer requesting residents to conserve. He said that the public responded with about a 20% voluntary reduction in water use. Director Boettcher added that the City's reserves were now full, and the City was supplying water again to Tapps Island. Councilmember Rackley said the issue was discussed at the Community Development Committee Meeting and was concerned about the definition of emergency in the current agreement. Director Boettcher said that a follow-up and thank you to the customers would be included in the upcoming newsletter. Deputy Mayor Swatman asked about the overflow at Victor Falls Springs. Director Boettcher said that any water flowing out was water that was in excess of the City's water right. Councilmember DeLeo asked if the city could solicit emergency email addresses for future contact with residents. Councilmembers Noble and Johnson suggested that such a request be included in the newsletter and as a hot topic sign-up on the city's website.

House on wheels. Councilmember DeLeo reported that on Church Lake Drive at the corner of 208<sup>th</sup> there was a house on wheels that has been there for more than a month. He said it was parked at a precarious angle and wanted to know its legal status. Mayor Young asked

Director Leedy to check into the situation.

Traffic Calming Measures. Councilmember Bricker asked about the completion of the traffic calming plan. He asked about the other signage and rumble strips that were originally contemplated. City Engineer Woodcock said the additional work was in progress and should be completed in a week or so. Deputy Mayor Swatman said he appreciated the work of the Public Safety Committee and the traffic calming measures, but felt that the only way to really control speeding is through enforcement. Councilmembers Bricker and Johnson expressed their desire for a greater focus on speeding with lower tolerance for speeders.

Junk Vehicles on 192<sup>nd</sup>. Councilmember Rakeley asked about the reported junk cars at 192<sup>nd</sup>. Director Boettcher said that he had been delayed in providing the information to the code enforcement officer. Mayor Young said a follow-up would be provided.

Budget Goals. Deputy Mayor Swatman said that he felt the Council had been clear in establishing its goals for the upcoming budget during the retreat earlier in the year. He said that as a result he was not submitting any supplemental requests. Mayor Young said that the budget would be built on the Council's goals and then any other requests submitted by individual Councilmembers.

Town Hall Meeting – State Representative Dan Roach. Councilmember Johnson said that he had attended the meeting at the library and was distressed at the small number of participants. He said he had gathered information, and would provide it to the City Clerk for distribution to the Council.

Joint Meeting with Planning Commission. Deputy Mayor Swatman asked if the Design Commission could be included in the upcoming joint meeting. Mayor Young said that they could be invited to attend. Director Leedy said that the Design Commission was working on issues involved in some of the elements that the Planning Commission was considering, and that having the Design Commission attend would be timely. Deputy Mayor Swatman asked when the Design Commission was going to be actually included in the permit review process. Director Leedy said that was an issue for further Council discussion to determine if they would have a role.

### 3. Minutes

The City Council reviewed the minutes from the July 1 Council Workshop and July 8 Council Meeting, and had no corrections. Director Leedy asked if a correction could be made to the July 1 minutes, page 5, top paragraph, last line. He asked that the figure be corrected to read \$240,000 to \$324,000 for the fair market rental rate for the public safety building.

### 4. AB03-160 – Resolution 1123 – Six Year Transportation Improvement Plan (TIP).

Director Boettcher briefly introduced the topic. Councilmember Bricker asked about sidewalk projects. City Engineer Woodcock described a map showing the projects in the transportation improvement plan that would include sidewalks. He said the TIP included studies for pedestrian safety along SR410 and the Fennel Creek Pedestrian Trail. Deputy Mayor Swatman said that there were lots of small projects that would complete larger portions of sidewalks that are not part of the TIP. He asked how those projects would be funded. City Engineer Woodcock responded that those projects would be up to the City to

pursue. Mayor Young said the item would be moved forward for Council action.

5. AB03-176 – Ordinance 1000 – Modifying the Non-Union Salary Scale for 2003 (City Clerk Office Staffing).

Administrative Services Director Reber explained the proposed changes by referring to the table provided in the agenda packet. He said the deputy city clerk and information services specialist positions would be eliminated. In place would be a human resource generalist and a department assistant. The secretary/receptionist would be retained as it currently exists. He said that any number of staff could perform deputy city clerk duties in the absence of the City Clerk. He said the overall cost would be only slightly higher, with the greater benefit of having a highly skilled person in the human resource area.

Councilmember Johnson asked about the chain of command. Mayor Young responded that Mr. Reber would not be on a par with other department directors. He said the Administrative Services Coordinator would be in a more administrative role to work with him and to oversee the City Clerk's Office, Senior Center and the Court. The department directors would still report directly to the Mayor. Deputy Mayor Swatman asked that the Council be apprised of regular and temporary employees as they come and go.

Councilmember DeLeo asked if the human resource generalist is a degreed person. Administrative Services Coordinator Reber said that the job description outlined a two year degree. Deputy Mayor Swatman asked for a proposed organizational chart. Mayor Young said one would be provided. It was noted that the department assistant would be in the City Clerk's Office. Councilmember DeLeo asked about the salary grid. Finance Director Weidenfeller said that he had provided the wrong salary grid. He explained the corrections and said the proper one would be provided. Mayor Young said the item would be moved forward to the next Council meeting.

**Councilmember Rackley moved to table Agenda Items # 7 & 8 until the next workshop and to limit the discussion on the City Hall options to 15 minutes. Deputy Mayor Swatman seconded the motion.**

**Motion approved 6 – 0.**

6. City Hall Options.

Mayor Young asked the Council what direction they wanted to go with this discussion. Deputy Mayor Swatman asked if the space needs committee should get back together. He was unclear how the City went from purchasing property to construct a new city hall to converting the public safety building for that purpose. Mayor Young said the RFPs received including the cost of building and land purchase persuaded the committee to look at the public safety building as an option. He said the committee thought the fire district may receive support for a bond since their lease concludes in a few years.

Councilmember Rackley suggested that the City put up the \$1.3 Million required for the land now. He said additional funds could be used to upgrade the basement of the public safety building for use by the Municipal Court. Councilmember DeLeo suggested that the City purchase the land behind the public safety building, allowing the current residents to continue to live there until the City is prepared to build. Deputy Mayor Swatman cautioned that careful attention should be given to the fact that Sumner-Buckley Highway will someday be

five lanes. Mayor Young said the issue would go back to the space-needs committee to work out a further recommendation to the Council.

Adjournment

The Council adjourned by common consent at 8:48 p.m.

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Harwood T. Edvalson, Pro Tem City Clerk

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Robert Young, Mayor