

City of

COUNCIL WORKSHOP

December 7, 2004

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"

Roll Call

Mayor Robert Young called the workshop to order at 5:31 p.m.

Also in attendance were Deputy Mayor Dan Swatman, Councilmember Phil DeLeo, Councilmember Mark Hamilton, Councilmember Neil Johnson, Councilmember Dave King, Councilmember Cheryle Noble and Councilmember Jim Rackley.

Staff members attending were Administrative Services Coordinator (ASC) Don Morrison, Finance Director John Weidenfeller, Planning and Community Development Director Bob Leedy, Public Works Director Daniel Grigsby, Senior Human Resources Analyst Karen Meeks, Senior Accountant Barbara Barth, City Attorney Jim Dionne and City Clerk Harwood Edvalson.

Agenda Items

1. Open Discussion

Police Department Review. Councilmember Noble asked when Council would receive a copy of the draft Police Department Review. Mayor Young responded that it had been provided in the Council's mail boxes.

Senior Center Addition. Councilmember Noble asked about the status of the addition to the Senior Center. Mayor Young responded that the project is going through its environmental assessment. He added that Housing and Urban Development has added additional project requirements this year that are prolonging the approval process. ASC Morrison said that he will put a schedule in their mail boxes.

Water Pressure. Councilmember DeLeo asked about the complaints and claim filed for damage resulting from high water pressure. Director Grigsby said he was unaware of the situation but would look into it. Deputy Mayor Swatman said that there have been reports over the years of high water pressure in the Tacoma Point area. He said he believes it has to do with multiple pumps running at the same time.

Finance Department Review. Deputy Mayor Swatman asked about the Committee meeting to evaluate the consultants for the Finance Department Review. ASC Morrison said the meeting will be Thursday, December 9th from 2 – 5 p.m.

AM/PM Commercial Lighting. Deputy Mayor Swatman asked that staff be aware of and minimize the potential for lighting glare concerns at the AM/PM at the crest of Elhi Hill on SR410.

Applebee's and 192nd Street-Opening. Deputy Mayor Swatman asked whether Applebee's would

be allowed to open before 192nd St. is opened. Director Leedy said he will refer back to the Determination of Non-significance on the project to provide additional information.

95th Steet Local Improvement District. Deputy Mayor Swatman thanked the Mayor and staff for their work on the 95th St. LID. He added that even if the City has to contribute to the project, it will be cost-effective because the homeowners will eventually be responsible for some if not all of the improvement. He expressed concern that financially the LID may not be viable. He added that he would hate to see the project dropped until some future date when the public will pay for the entire project. Councilmember Hamilton said he was unaware that the City was going to contribute to the LID. Deputy Mayor Swatman said he envisions ten years from now, a new Council will note that the street is not up to the same standards as other City streets and will add it to a Capital Improvement Program. Councilmember Hamilton said he thought this street was one where the City will try a new pervious surface treatment.

Cell Tower Revenues. Deputy Mayor Swatman said there was an issue with cell tower revenues that Director Weidenfeller was working on. He said the Council's request was to get the cell tower revenue for the new Ponderosa site deposited in the General Fund rather than the Water Fund. He added that there appears to be some legal issues due to the enterprise status of the Water Fund. He said the tank property may be sold to the City by the Water Utility in order to allow cell tower revenues to go to the General Fund.

Safety Striping – Public Safety Building Driveway. Councilmember King reported that the Public Safety Committee worked with the City Engineer and the Fire District to provide for the additional safety striping for the no-stopping area in front of the fire apparatus bay aprons fronting on Old Buckley Sumner Highway. He said they have been unsuccessful in obtaining a report on the status of the project. He added that the darkest time of year is rapidly approaching, and that the traffic of holiday travelers will soon be added to the highway. Councilmember King said this should have been a work priority of the City, and recommended the Public Works Director expedite its installation.

Council Corner Deadline. Councilmember King asked Councilmember Johnson for the submission deadlines for the Council Corner Newsletter. Councilmember Johnson said he would soon make the dates for 2005 available to the Council.

Police Department Review. Councilmember King said that although it is too early to comment on the draft conclusions of the Police Department Review, he is surprised by the lack of detail he believes is necessary to support some of the consultants' conclusions. He added that while he agrees with many of the conclusions, he expects to see more supporting documentation to understand how they arrived at those conclusions. Mayor Young said that he has already submitted a letter requesting documentation on a number of things. ASC Morrison said he will double-check the scope of work. He noted that the consultants are planning on an oral presentation as well.

Ecology Blocks on Inlet Island. Councilmember DeLeo asked about the Public Works commitment to place ecology blocks along the causeway of Inlet Island. Director Grigsby said he will check on the issue and report back.

Sky Island Drive. Councilmember Rackley asked if Sky Island Drive has been opened. He asked if there will be stop signs. Director Grigsby said that the traffic engineer has recommended against a three-way stop. Deputy Mayor Swatman asked if there were still construction issues to be resolved. Director Grigsby said there was a problem with a lift station. Deputy Mayor

Swatman said he understood the big issue was the redirection of ground water. Director Grigsby said they had routed spring water through the drainage system into the detention pond. He added that the detention pond is not intended to be wet all year around. He said the developer has to redirect the water to its normal course of flow and not into the detention pond.

Toys for Tots. Councilmember King said he understands the Toys for Tots campaign is coming to Bonney Lake on Monday, December 13th at 5:00 p.m. He encouraged all to participate if possible at Quiznos. He added that it will be hosted by KVI Talk Radio's Kirby Wilbur.

At 5:48 p.m., Mayor Young declared a five minute break to allow the consultants from ARC to set up their display. He reconvened the meeting at 6:04 p.m.

2. Presentation: Sustainability Designs – New City Hall Options – ARC Architects.

Rex Bond with ARC Architects reported that his team has been through the programming process and developed a program that describes the need for a city hall, a police facility and a court facility. He presented development schemes based on today's assumptions for City build-out, approximately 40,000 population. He demonstrated graphically that a community center is not feasible for co-location with a City Hall on the proposed site. He reviewed various possibilities depending on whether or not the Police Department and the Municipal Court are also included in the New City Hall. He said the projected turn-key costs for the project are approximately \$260/sq. ft. He distributed a hand-out summarizing the concepts.

Deputy Mayor Swatman said that the New City Hall Steering Committee has a recommendation that neither the Municipal Court nor the Police Department be located at the New City Hall site. The City Council discussed this recommendation. Councilmember Johnson introduced his belief into the discussion that like private enterprise, city government will shrink in the future through the use of technology. The concept of a phased building approach to city hall was discussed. Mr. Bond cautioned that building conditions could change in the future that would make it difficult to add on to an existing building.

There was general discussion about where to locate the Municipal Court. Options were considered for locating the court in the City Hall Annex, the Public Safety Building, or in the New City Hall. There was a general consensus that the Council was not ready to make a decision without further discussion.

Mr. Bond introduced an associate, Emily Wheeler, to speak about sustainability designs for the New City Hall. She said the goals of this type of design are to conserve energy and water, improve indoor air quality and maximize daylight for employees. She added that although there is a higher design cost, construction savings should balance out the higher initial costs. Mr. Bond discussed the concept of an LEED certification for the sustainability design. He informed Council the cost for the certification may be upwards of \$60,000. There was general consensus that the Council wanted to incorporate the concepts of sustainability, without the effort to become LEED certified.

At 7:29 p.m., Mayor Young announced a ten minute break while the consultants cleared their exhibits. The meeting was reconvened at 7:48 p.m.

3. Review of Minutes: November 16 Council Workshop, November 23 Regular Council Meeting and November 30 Special Council Workshop.

There were no additions or corrections made to the proposed meeting minutes.

4. Discussion: AB04-216 – Ord. 1066 – Revising Ord. 1035 – International Residential Code.

Building Official Hight explained that some of the amendments adopted by the City Council to the International Residential Code had not been approved by the State Building Code Council. He said the proposed ordinance modifies the previous ordinance. He added that one of the issues addressing acceptable levels of water under a house had been addressed through his allowed administrative interpretation of the code. He informed the Council that a three dollar technology fee, which had not been supported by the Council, had inadvertently made its way into the copy of the ordinance adopted by the Council in June. He said the new ordinance removes the incorrect fee. Councilmember King said he is in the process of writing additional measures for the City's property maintenance code regarding unsecured and hazardous buildings. Building Official Hight responded that anything to do with a single-family residence has to go before the State Building Code Council.

5. Discussion: AB04-155 - Ord. 1045 - Year 2005 Non-union salary & benefits.

Mayor Young introduced the item. He noted that the Council had set the cost-of-living adjustment at the last meeting for these employees at 2%. He appealed on behalf of the exempt employees to make the cost-of-living adjustment 2.5% to be equal to the union-represented employee groups. Councilmember Johnson inquired about the pay differential between union and non-union employees. He added that Bonney Lake is a small City and that any employee dissatisfied with the approved salary can apply somewhere else. Mayor Young asked about Councilmember Johnson's previous statements about the Council's desire to retain employees. Councilmember Johnson said that he meant to address issues of salary competitiveness on a one-by-one basis. Mayor Young pointed out that the .5% difference between 2% and 2.5% amounts to an increased cost to the City of \$556 per month. Councilmember Noble said that she felt the Council made the point at the last workshop that that was the benefit of belonging to a union. She said there's nothing stopping the non-union staff from unionizing. City Attorney Dionne replied that most of them cannot join a union.

Deputy Mayor Swatman said that he objects to the change of the salary grid in the proposed ordinance. He distributed his own spreadsheet and explained an alternative that would keep employees at their current rate of pay, but adjust their ranges to equal the the top end of the salary range averages from the AWC Salary Survey. The City Council discussed the two proposed methods for establishing the salary grid. There was a majority consensus from the Council to see the results of a grid established based on Deputy Mayor Swatman's concept.

Deputy Mayor Swatman distributed a sample ordinance dealing with the proposal to subordinate the Finance Director to the Administrative Services Director. Councilmember Hamilton expressed concern that the proposed ordinance would allow other department directors to ignore requests or direction from the Finance Director. Councilmember King suggested this proposal was an attempt to recreate the city administrator's position. He suggested a more studied approach and discussion in the New Year. Councilmember DeLeo disagreed, feeling that the Council's hammer to force resolution of certain issues is the adoption of the budget.

Councilmember Johnson said he has received calls complaining of the Finance Director's exercise of authority over other employees. He questioned why several employees are even now looking for other jobs. He added that the Council should let the Mayor run the City, but that the

Council should give him direction for functionality. He said he doesn't want to see people chased out of town. Councilmember Hamilton expressed concern for the loss of good people and the costs to replace them. Councilmember Johnson said he feels the Finance Department should be a service center. He said they shouldn't question how the departments spend their budgets. He suggested a line item adoption of the budget.

Mayor Young responded that the suggestions so far will not solve the problems with the loss of employees. He said that people leave employment for a variety of reasons. He said that the City staff today is "top drawer". He suggested that the current discussion was an effort to micromanage the administration. He added that he does not instruct Director Weidenfeller to give direction to department heads. He said Director Weidenfeller has not been his "Chief of Staff" for more than 1½ years. Mayor Young said that the Mayor makes the decisions, and John carries them out. He said that Director Weidenfeller has brought a level of professionalism to the Finance Department that the City has never had. He said that if the Council wants Director Weidenfeller to leave, then Director Weidenfeller is prepared to leave as soon as he reasonably can. Mayor Young said he does not want to see him demoted. He noted that 95% of Washington Cities have a stand-alone finance department head. He suggested the City would regress with a finance officer rather than a director. He suggested that things remain as they are, and that the organization be a topic of discussion at the retreat. Councilmember DeLeo recited concerns with the City's controlled purchasing process. Councilmember Johnson expressed concern with the errors in the budget document. Councilmembers Johnson and Noble said they are not trying to get rid of Director Weidenfeller, but they are anxious to have people do their jobs within the scope of those jobs.

The City Council discussed an appropriate salary for the Administrative Services Coordinator. There was general consensus that it should be set at approximately the same level as the Director of Planning and Community Development. There was also general consensus that the suggested salary range for the Information Systems Coordinator is appropriate, and the Police Chief's range be set consistent with the AWC survey. Deputy Mayor Swatman said he will get with Director Weidenfeller to explain the proposed salary grid.

6. Discussion: AB04-285 – Sale of Councilmanic Bonds for Park Purposes.

Councilmember Hamilton said that the City's development of City Hall next to Fennel Creek was the perfect opportunity to develop the Fennel Creek trail. He said that a trail head at the New City Hall site would give added reason for people to come to City Hall. He suggested that the City concentrate on development of the lower 2.8 miles of the trail from the City Hall site south to Victor Falls. Councilmember Noble said she applauds the intention, but feels the City's focus should be on the development of land it has already purchased for parks. Mayor Young said he liked the idea. He suggested that because the staff was going to come back to Council at the January 4th Workshop with additional information about the City Hall footprint and options for the Municipal Court, then they could also incorporate information about the trail.

Councilmember Johnson asked if sidewalks could be tied into a proposed financing package. Councilmember King said that some of the information will be part of the sidewalk plan the City will prepare. ASC Morrison said that 20 firms have expressed interest in responding to a request for qualifications on preparation of a non-motorized transportation plan.

Deputy Mayor Swatman suggested that the Council address Agenda Items 9, 10 and 12 because they are related topics. There was consensus to reorder the agenda.

7. Discussion: AB04-288 – Tacoma Wholesale Water Agreement.

Mayor Young reported that the Tacoma Board of Directors voted to hold off until they study the proposed rate increases before signing an agreement to wholesale water to the City. He said a letter from them will allow us to buy 2 million gallons per day, but the final price will be fixed at a later date. Councilmember Rackley asked if the Mayor recommends passage of the resolution even though the City can't be sure of the final price. Mayor Young responded, yes. He added that the City has few other options at this point. He surmised that the cost will be more, but nothing exorbitant.

Director Grigsby said he believed it would be a 5% – 10% increase. He said that Tacoma's action isn't aimed at Bonney Lake, but that the Bonney Lake is just the first in line. He added that the only thing the Bonney Lake doesn't know is what they will raise the rates to in the future. He said the City won't pay the system development charge until Tacoma revises their rate structure, thus allowing the Bonney Lake to save on that outlay for up to six months. Deputy Mayor Swatman asked just what the Bonney Lake will receive now. Director Grigsby said Bonney Lake will receive a letter guaranteeing sale of water at the same rate Tacoma will charge all the other out-of-city customers.

Director Grigsby suggested including four recommendations in the resolution the Council will consider next week:

1. Proceed with plans to use Tacoma Water to supplement the water produced by the City;
2. Approve the expenditure of funds on the eastside to connect to Tacoma water;
3. Authorize the developer extension agreements at the December 14 Council Meeting; and
4. Defer approval of the 3rd Emergency Intertie with Tacoma until there is a Wholesale Water agreement.

Councilmember King asked City Attorney Dionne if the developer extension agreements could be handled with one motion. City Attorney Dionne said, yes, the Council can do one motion to approve all the resolutions.

At 9:40 p.m., Mayor Young called for a five minute recess. The meeting was reconvened at 9:50 p.m.

8. Discussion: 2005 Preliminary Budget and Ordinance 1044 – 2005 Annual Budget.

Director Weidenfeller said he had determined there is \$170,000 not spent on parks this year that can be put back into the Parks. He recommended that \$70,000 be put in the budget for animal control. He stated that because of the notice from the Humane Society that they would discontinue animal control services, the City must decide between now and January 1, 2006, how it will deal with animal control. Finally, he advised that an additional \$10,000 would be needed for the Eastside master plan. He concluded by reminding Council that their last discussion left off with the Street Fund. There were questions and answers about the budget between the Council and staff.

At 10:00 p.m., Mayor Young asked the Council if they wished to entertain a motion to extend the meeting.

Councilmember Hamilton moved to extend the meeting. Councilmember Johnson seconded the motion. By general consensus the Council continued the meeting by continuing their discussion of the proposed budget.

The Council and staff discussed the concept that the Council budgets by fund. Councilmember Johnson expressed a preference to budget by line-item to assure that those things budgeted will be done. Discussion continued about the Council's perception that the Mayor does not accomplish what they expect when they approve the budget. Mayor Young said that if its in the budget, he follows it. City Attorney Dionne said the Council's ultimate control is to reduce appropriations. Otherwise, he said, the Mayor can spend to the fund limit. He said the Council can require reports on how the money is spent, and then amend the budget if they don't feel the work is being done.

Director Weidenfeller suggested that perhaps what the Council wants is a regular project status report. He said the City is going so fast that perhaps things have fallen off the project list. City Attorney Dionne said the expenditure vouchers come before the Council for approval, and that in effect they are amending the budget by approving the purchases. He said basically the balance of powers over the budget is that nothing gets done. Mayor Young said he feels the City has a good financial system that works very well. He said that choosing not to do some projects and not to hire positions on occasion is within his prerogative as the Chief Administrator.

The City Council and staff continued their discussion of the proposed budget. Director Grigsby offered to provide Council a memo on how the revenues were projected for system development charges for 2005. Director Weidenfeller said he would provide additional information on the LID Funds. Mayor Young said he appreciates the Council's work to cover a lot of issues. He said the Council has given their policy direction and some corrections to be made by staff. He said they will be back with additional information.

9. Adjournment.

With the Council's general consent, Mayor Young adjourned the meeting at 10:49 p.m.

Documents submitted at the Council Workshop of December 7, 2004:

- *ARC Architects – Bonney Lake City Hall Programming – Rex Bond, Architect.*
- *City of Bonney Lake – Staff Report: Reduction of Water Service Area – Dan Grigsby, Public Works Director.*
- *City of Bonney Lake – Memo: Tacoma Water SCD Charge Vs. 2005 Utility Rate – Dan Grigsby, Public Works Director.*
- *City of Bonney Lake – Staff Report: Wholesale Agreement to Purchase Tacoma Water – Dan Grigsby, Public Works Director.*
- *City of Bonney Lake – Draft Ordinance: Relating to Appointive Offices – Dan Swatman, Deputy Mayor.*
- *City of Bonney Lake – Draft Salary Spreadsheet – Dan Swatman, Deputy Mayor.*
- *City of Bonney Lake – Position Paper: Councilmanic Bonds for Recreational Trails – Mark Hamilton, City Councilmember.*