

City of

COUNCIL WORKSHOP

March 21, 2006

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"

Audio
Time
Stamp ↓

Call to Order:

Mayor Neil Johnson called the March 21st Council Workshop to order at 5:31 p.m.

Roll Call:

Also in attendance were Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Phil DeLeo, Councilmember Mark Hamilton, Councilmember Cheryle Noble and Councilmember Jim Rackley. Councilmember Dave King was out of town on business.

Councilmember Rackley moved to excuse Councilmember King from attendance at the meeting. Councilmember DeLeo seconded the motion.

Motion approved 6 – 0.

Staff members attending were Administrative Services Coordinator (ASC) Don Morrison, Public Works Director Dan Grigsby, Planning and Community Development Director Bob Leedy, Interim Finance Director Joe McGovern, Interim Police Chief Buster McGehee, Judge James Helbling, City Attorney Jim Dionne and City Clerk Harwood Edvalson.

Agenda Items:

5:32:01

1. **Action: AB06-76** – A Motion of the City Council of Bonney Lake, WA, Confirming the Mayor's Appointment of Beth Anne Wroe as Chief Financial Officer.

Deputy Mayor Swatman moved to confirm the Mayor's appointment of Beth Anne Wroe to the position of Chief Financial Officer with the City of Bonney Lake.

Administrative Services Coordinator Morrison explained that the City has completed an exhaustive nationally advertised recruitment for a Chief Financial Officer. He said it was the unanimous recommendation of several interview panels that Beth Anne Wroe be appointed to the position. He noted that she has previously worked for the City briefly as a contract employee and a quasi-deputy finance director. He reported that she is currently employed in the Finance Department of the City of Tacoma and is the only CPA among the finalists. He concluded by saying her references spoke highly of her and the Mayor is pleased to recommend a candidate of her quality.

Councilmember DeLeo asked the Mayor to explain why this confirmation is included as an action item on the workshop agenda. Mayor Johnson responded that action this evening is proposed in order to allow Ms. Wroe to give adequate notice to her current employer and hasten her starting date with the City of Bonney Lake.

Motion approved 6 – 0.

5:35:36

2. Presentation: Financial Planning Model, 2006 Budget Overview and Capital Improvement Plan – Alan Doerschel and Interim Finance Director McGovern.

Administrative Services Coordinator Morrison said that Mr. Doerschel will give a broad brush review of the City's financial position and the financial planning model for the General Fund and Utilities, to be followed by a brief overview of the proposed amendment to the FY 2006 City Budget. He explained that revisions to the budget have been in process since the change in administration. He added that it had taken longer than expected, but the City should have a much better understanding now of its financial position. He added it has helped to include the direction of the long-range financial planning model and proposed capital improvement plans. He concluded his comments by noting the proposed amended budget is for \$71 million, but appears particularly large because of \$7.9 million in transfers between funds.

Mr. Doerschel led the Council in a review of the long-range financial planning model and its implications. He noted that his approach in developing the forecast was very conservative. He noted how an increase in fees now can result in substantial revenues in the future. He said the projections are quite accurate through the second year, but become less reliable as the number of years progress. He suggested a Council workshop in the future which would be used to help the Council understand the dynamics of the model and help them to fully utilize its power.

Mr. Doerschel responded to a few questions and launched into a discussion of the utility funds. He noted that the recent increases in rates for the Water Utility have resulted in a healthy position relative to the other utility funds. He noted the background work needed to prepare and implement the long-range model for the Wastewater and Storm Water Utilities indicate that significant increases are needed. He discussed with Council some mitigating issues which may reduce the size of the projected increases in rates for the Wastewater and Storm Water Utilities.

Mayor Johnson noted that Chief Packer of the Fire District was in attendance to address the Council on the proposed merger of Fire Districts 22, 12 and 20. He noted that the Fire Chief had another meeting to attend and asked the Council if they would agree to continue the financial presentation and discussions after allowing Chief Packer to address them. There was general consensus of the Council.

6:43:54

3. Presentation: Fire District Merger - Impacts.

Mayor Johnson introduced Chief Packer of East Pierce County Fire & Rescue. Chief Packer explained that a proposed merger of Districts 22, 12 and 20 would be on a May 16th ballot. He said the three districts have been jointly operating for the past three years under an interlocal operating agreement. He said the partnership has produced reduced emergency response times and provided greater purchasing power for the partnership. He said since seeing the improved efficiencies, the Districts' Fire Commissioners have placed this issue on the ballot.

Chief Packer explained that the services to the City of Bonney Lake have not been changed as a result of the partnership and the transition for the City's residents to a larger, merged district would be seamless. Deputy Mayor Swatman noted the City's need for Police Department Space is increasing and asked if the Fire District has plans to relocate its administrative facilities from the Public Safety Building. Chief Packer replied that due to the space limitations of the building, he has had to relocate seven of his administrative staff to other buildings within the District. He

said the District would like the City of Bonney Lake to remain the core and headquarters of the expanded service area. He noted that the City still represents the largest population concentration in the merged District.

At Council's request, Chief Packer explained the current operational relationship with the City of Sumner Fire Department. Chief Packer said the District has a simple contract to provide administration for the Sumner Department. He added that they approached the District for this type of agreement upon learning their fire chief was leaving. Councilmember DeLeo asked about the District's emergency strategy for handling a lahar. Chief Packer responded that Sumner would provide emergency services with its equipment to Sumner's jurisdiction and the District would see to its service area. He noted that there is benefit for joint training between the two entities. Councilmember Hamilton asked how the District would respond to overtures from other cities in the near future to annex to the District. Chief Packer said the District would probably initially decline until the current merger process is finalized. He said, however, that regionalization of services makes sense, and there are many examples of efficient county-wide fire jurisdictions. He said if anything, the larger districts operate more efficiently and their emergency response capabilities enhanced.

Mayor Johnson thanked Chief Packer for his participation this evening. Councilmember Rackley expressed appreciation for the professionalism of the District's employees.

With general consent of the Council, Mayor Johnson announced a ten minute break in the meeting at 7:02 p.m. He called the meeting back to order at 7:18 p.m.

7:18:35

2. Presentation: Financial Planning Model, 2006 Budget Overview and Capital Improvement Plan – Alan Doerschel and Interim Finance Director McGovern. **(Continued from earlier in the meeting.)**

Interim Finance Director McGovern said the proposed budget revision has been an interesting budget. He said the effort required falls somewhere between the full-blown budget process usually accomplished for adoption of the budget before the start of the year, and the mid-year course correction that usually occurs about this time in the fiscal year. He said the amended budget reflects the new administrative organization proposed by the Mayor to enhance customer service and provide for adequate infrastructure in the City. He said the budget includes a net increase of seven positions that will support the customer service and infrastructure emphasis. He described that the budget includes two new police officers, two new maintenance workers, two new positions in the proposed Customer Services Department and one position for an executive assistant in the Executive Department.

Director McGovern said the revenue assumptions underlying the budget include assumptions for continued growth, but at a slower rate than the average increase in the past few years. He noted that revenues from permits and licenses are projected to decline and sales tax to increase at a slower pace. He said the proposed budget also incorporates the change in fund structure discussed in the last Council workshop, brings the Equipment Rental and Replacement Fund to an adequate level and includes \$22 million in capital investment.

The City Council discussed the proposed restructuring of the Cumulative Reserve and Contingency Funds. There was majority Council consensus to roll the Cumulative Reserve Fund into the City's Contingency Fund. Mr. Doerschel suggested the Council consider having the General Fund forgive the loan of the Park Capital Improvement Fund made for the Moriarty's property acquisition. He said he would provide the necessary information to the City Attorney's

Office to pursue this option. He added that the Council has several options to help fund their capital improvement plans, such as, levy lid lifts, metropolitan park districts, voter approved bonds, etc. He described the successful efforts of other cities to engage citizen committees to promote the ballot issues. Councilmember Noble thanked Mr. Doerschel and Director McGovern for their work and presentation on the budget amendment and organization of the Finance Department. She said their efforts have resulted in documents which she can understand and where the numbers all add up. Mr. Doerschel noted that the Finance Department has good employees and suggested the new leadership in the department will provide better information to the Council.

Councilmember Bowen asked for assistance to more fully understand the issues involved with the Equipment Rental and Replacement Fund. Councilmember Hamilton said that he and the other Councilmembers will help bring him up to speed with the issues. The Council continued discussion of the ER&R and General Funds. Councilmember Rackley complimented staff on the budget amendment documents.

Responding to Council request, Mayor Johnson announced a five minute break in the meeting at 7:57 p.m. He called the meeting back to order at 8:04 p.m.

8:04:51

4. Presentation: SR410-Old Sumner Buckley Highway Intersection Improvement Project (Transpo Group).

Public Works Director Grigsby described the project as including funding from the City, Cascadia and State of Washington. He said the project will provide a better entrance point into the City, and will implement portions of the Non-Motorized Transportation Plan along two of the limbs of the central triangle in the Downtown core. He announced another open house for the project to be held in the Public Safety Building on April 10th from 5:30 – 7:30 p.m. He introduced Chuck Lappenbush representing Cascadia and Tim Hedges from the Transpo Group.

Mr. Hedges used a projection of the proposed road and intersection improvements to explain the proposed work. The City Council discussed the potential impacts of the proposed design. Potential restrictions in turning movements for 182nd Avenue East and Myers Road were also discussed. The timing of a proposed extension and connection of 184th Avenue East to 182nd Avenue East were also discussed.

Director Grigsby listed the Council's concerns:

- (1) The configuration of cross walks across Old Sumner Buckley Highway at the SR410 intersection; and
- (2) The length of the left turn pocket into Myers Road from SR410; and
- (3) Business access along Old Sumner Buckley Highway, and the restricted use of 182nd Avenue East at Old Sumner Buckley Highway.

8:56:05

Because a majority of Councilmembers expressed an interest in participating in the open house, Mayor Johnson said the open house would be advertised as a special meeting of the City Council.

5. Department Reports.

Planning and Community Development Director Leedy reported that Code Enforcement would be making an emphasis on sign control starting with warnings and then confiscation of illegal signs.

Councilmember DeLeo asked about the Determination of Non-Significance for townhouses with individual ownership in R-2 zoning. He said the zoning change would have an impact on the Inlet Island community and the number of property owners with access to their community park. He explained that each property owner has a right to the park. He said that with a potential for large numbers of townhouses with separate ownership on the Island, the park will be unable to accommodate all those who have a right to use the island. Director Leedy pointed out that the Determination of Non-Significance was only for the environmental impacts of the proposal. He added that since the Island was zoned for duplexes already, the environmental impact of the proposal was determined to be non-significant.

8:58:54

6. Council Open Discussion.

Tobacco Cessation Banners. Deputy Mayor Swatman said he and the City staff were unclear what Council's intent was last week when they did not approve the resolution authorizing an agreement with the State Department of Health to display smoking cessation banners at Allan Yorke Park. There was a brief discussion with Assistant Public Works Director Leaf in which he explained that new signs would be provided to the City if the originals were defaced. He explained that there would be very little effort expended by the City for the money received from the State. He urged Council to reconsider their rejection of the agreement. There was a majority consensus of the Council to bring a resolution back to the next Council meeting for consideration.

Public Safety Meeting and Traffic Issues. Councilmember DeLeo said that Mr. Fredericks, President of the Sky Island Homeowners Association, attended the last Public Safety Committee meeting and thought the Committee was intending to speak about traffic concerns in Sky Island. He said Mr. Fredericks later reported that the residents feel traffic control is in good shape in their neighborhood. Mayor Johnson informed Committee members that Panorama Heights homeowners have some traffic issues and may come to a Public Safety Committee meeting. Mayor Johnson added that the association appreciated the traffic data which Chief McGehee was able to provide them.

Ascent Gateway Improvements. Councilmember Hamilton asked for an update on the Ascent Gateway project. Assistant Director Leaf reported that requests for proposals have been sent out. He said it would be two weeks before proposals are received, and probably 6-8 weeks before construction begins. He estimated a project completion for sometime in July. Director Grigsby said the electrical and lighting improvements are being made right now. Mayor Johnson added that Home Depot has offered some money for improvements to the Gateway and other areas as well.

Emergency Stockpile. Councilmember Bowen commented that in the event of a lahar in the valley, many of their residents would come up the hill for shelter and protection. He said the Red Crosses main storage facility for the area of cots and other sheltering supplies is in Tacoma, across the valley from Bonney Lake. He suggested that the City consider offering its buildings to provide storage for emergency shelter supplies to serve the plateau area. Mayor Johnson said he and the staff will investigate this suggestion.

Consent Agenda. Deputy Mayor Swatman asked for Council guidance on the use of the Consent Agenda during regular Council meetings. He noted that with increasing frequency, items placed on the Consent Agenda by Council Committees are being pulled off by a non-committee member. He asked Councilmember DeLeo to comment. Councilmember DeLeo said he believed that any action initiating contract should not be on the Consent Agenda. He said he believed the public should have more opportunity to comment and for Council to give the item more discussion.

Councilmember Hamilton disagreed. He said once a Council committee has unanimously recommended that it go to the Council agenda, then it has generally already been discussed in detail by at least three Councilmembers. He said the Consent Agenda streamlines the Council meetings process and allows the Council to spend time on those issues that are more controversial or which the public is most interested. City Clerk Edvalson noted that public comment on individual Consent Agenda items is allowed during the Citizen Comment portion of the meeting, which occurs before Council's consideration of the Consent Agenda. He said if the Council perceives the public has an issue with an item on the Consent Agenda, then they could pull the item for further discussion. Mayor Johnson offered to remind the public that they can comment on Consent Agenda items during Citizen Comments. Councilmember Hamilton suggested it be the Deputy Mayor's responsibility to pull an item if one of the public indicates a desire to have more council discussion of an item on the Consent Agenda.

9:10:59

7. Review of Minutes from March 7th City Council Workshop and March 14th City Council Meeting.

There were no corrections suggested.

8. Adjournment

At 9:11 p.m., Deputy Mayor Swatman moved to adjourn the meeting. Councilmember Noble seconded the motion.

Motion approved 6 – 0.

Harwood T. Edvalson, CMC
City Clerk

Mayor Neil Johnson, Jr.

Documents submitted for/at the Council Workshop of March 21, 2006:

- City of Bonney Lake – *2006 Proposed Budget Amendment – Presentation to City Council – March 21, 2006* – Don Morrison, Administrative Services Coordinator.
- City of Bonney Lake – *Public Works Department Current Events-March 21, 2006* – Dan Grigsby, Public Works Director.