

**CITY COUNCIL  
SPECIAL MEETING  
-RETREAT-**

**January 20, 2018  
8:30 A.M.**



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**DRAFT MINUTES**

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**Location:** CI Shenanigans Restaurant, 3017 Ruston Way, Tacoma, WA.

- A. CALL TO ORDER** – A breakfast buffet was available starting at 8:30 a.m. Mayor Neil Johnson, Jr. called the retreat to order at 8:56 a.m. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Randy McKibbin, Councilmember Terry Carter, Councilmember Justin Evans, Councilmember James Rackley, Councilmember Michelle Surdez, Councilmember Dan Swatman and Councilmember Tom Watson.

Staff members in attendance were City Administrator Don Morrison, Public Services Director John Vodopich, Chief Financial Officer Cherie Gibson, Police Chief Dana Powers, Administrative Services Director/City Clerk Harwood Edvalson, Court Administrator Kathy Seymour, Superintendent of Public Works Ryan Johnstone, Executive Assistant/Management Analyst Leslie Harris and Facilities & Special Project Manager Gary Leaf.

**B. RETREAT INTRODUCTION AND GROUND RULES:**

Deputy Mayor McKibbin opened the retreat with a brief introduction of the retreat. He encouraged the Council to continue in its habit of civility and tolerance. He also emphasized that if there were any topics councilmembers felt needed more discussion than time permitted at this meeting, then the discussion could continue at a later regular Council workshop.

**C. AROUND THE HORN:**

Councilmembers and the Mayor took a few minutes to briefly explain the reasons they ran for elected office and their current areas of interest.

Councilmember Carter said he got involved with running for Council to help fix things in the City. He said one of his long-term goals is to see the establishment of a misdemeanor jail in the region to reduce costs to participating cities/counties. A second goal is to see communications with the citizens improved. He said the recent water meter issue demonstrates the need for improvement. He also mentioned that addressing the traffic impacts and street routing through the park should be handled while there are planned improvements to the park.

Councilmember Surdez said her professional background can help with the utility rate issues. She said rate stabilization is important. She said she also has an interest in increasing the number of pocket parks available to the residents. She said she will be working hard during the remainder of her two years of this term.

Deputy Mayor McKibbin said he got his start with the City on the Planning Commission.

Councilmember Watson said while he was in private business, he'd heard how difficult it was for business to work with the City. He said he wanted to work with the City to make changes. He said his current interests are with parks development, budget control and limiting expense to the citizens.

Councilmember Rackley said he has nearly the longest tenure of those on the City Council. He felt the City has done a good job transitioning from a small town to a mid-sized city. He is proud of the City's AA+ credit rating, and notes this was achieved with the Council's conservative approach to its revenues and by managing growth. He said he feels the City needs continued growth to benefit its residents, but must also control the impacts of Tehaleh on the City and plateau. He praised Mayor Johnson and the City staff for the manner in which they handled the recent water issues.

Councilmember Evans said he likes politics and has a passion for service. He wants the City to operate efficiently and have respect for the citizens' money. He wants the City to be business friendly and provide an environment for affordable housing to succeed. He said the City needs to strive for a better balance in incomes between property owners and those who work in the City.

Councilmember Swatman said he originally got on the Council because of his interest in land use and his concern for the management of the prior administration. He said he wants Bonney Lake to be the best place it can be. He said the City has improved in its financial management and has acquired good staff. He said he wants to understand why some in the area say they don't want to be part of the City. He added that finding consensus is useful to keep the City's business moving forward.

Mayor Johnson said he feels the Council and administration have been able to work together during his tenure. He feels that now is the time to move forward with some of the large projects needed to add to the City's quality of life, such as parks improvements, trails, perhaps a swimming pool, etc. He questioned how these large projects will be funded. He questioned whether the citizens are ready to fund the portions of those projects that can't be completed with grants.

**D. REVIEW OF 2017 HIGHLIGHTS**

City Administrator Morrison reviewed the city/department project highlights from 2017. Councilmember Swatman asked Chief Powers about gaps and challenges within the Police Department's scope of operations. Chief Powers responded that there always seems to be insufficient staffing to deal with the increasing issues and impacts of

homelessness, mental health and opioid addiction. Councilmember Watson asked if there are problems with squatters in vacant homes. Chief Powers said they need property owners to file complaints and work with the Police Department in these cases. She said the cost of jails is also a challenge to the department's budget. Councilmember Evans encouraged the department to work on the issue of jail cost allocation for detainees with multiple warrants.

During City Administrator Morrison's review of the Municipal Court highlights for 2017. Councilmember Swatman asked about passport processing. Court Administrator Seymour said the processing can be very time consuming. Chief Powers noted that her department has been in conversation with the court about also taking passport applications. Before implementing this option, the departments are waiting for federal passport processing training to become available to train some of the Records Clerks in the Police Department.

**E. 2018 PREVIEW – KEY PROJECTS AND ACTIONS BY QUARTER**

City Administrator Morrison briefly reviewed nearly 30 planned City projects or actions during the current year.

**F. PARKS/TRAILS/SIDEWALKS**

Facilities & Special Project Manager Leaf reviewed the current planned steps for Phase I of the Allan Yorke Park construction. He explained proposed phasing of the project based on financial need, possible grants which may help with the funding, and the need for a new park maintenance building for the structure to be displaced by the expanded park.

Addressing Councilmember Carter's concern for the pedestrian/vehicle interface at Allan Yorke Park, Manager Leaf presented the concept of elevated walking paths to move pedestrians to and from the waterfront to the snack shack or other areas of the park.

Councilmember Watson proposed further funding discussions at a workshop. Councilmember Swatman noted that staff were able to structure the project to draw in the participation of Puget Sound Energy and other utilities to assist with the required right-of-way and utility improvements associated with the park improvements.

Manager Leaf summarized the current status of the Fennel Creek Trail. He said he was hopeful the City would qualify for further grant funding. He noted the City was on a contingency list for one grant and may yet see funding through this grant if higher qualifying projects fall through or don't use up all the allocated funds.

The City Council also discussed potential development for the Midtown Park. The need for a pool was discussed as well as potential partners. Funding alternatives were discussed and identified as a possible hurdle. There was general consensus to hold further discussion until the presentation by the Save the Bonney Lake Aquatics Program

group at the next Council meeting.

The future development of a Flume Trail was discussed with the potential use of a portion of the City's Reed Property for a trail head. There was general consensus support for this concept.

There was brief discussion regarding the Parks Commission. City Administrator Morrison explained some of the problems with maintaining a full and active commission. Mayor Johnson commented that it made sense to retain the commission until a decision regarding a pool is made. He said an active commission could be very instrumental in planning and supporting a plan for the Midtown Park development.

City Administrator Morrison displayed graphics representing the current sidewalk inventory and improvement/development plans. He described the traditional sources of funding for sidewalks and their improvements, describing the Real Estate Excise Tax funds and how the amount available varies by year. Councilmember Watson asked that the planners keep in mind that transitions are needed where sidewalks terminate to avoid abrupt conditions for pedestrians. City Administrator Morrison said newly developed Americans with Disabilities Act compliance plans will increase costs of sidewalk installation and upgrades to existing street corners. Public Works Superintendent Johnstone said they have estimated a \$25,000 expense to upgrade all the crossings at traffic signals controlled by the City.

The City Council took a 15-minute break from their discussions at 11:10 a.m.

#### **G. 2018 STAFF RETIREMENTS AND TRANSITION**

City Administrator Morrison said that his retirement will be near the end of May this year. He added that Chief Powers and Manager Leaf are also anticipating retirement this year. He suggested that for an orderly transition to take place in the Executive Department, a decision on how to proceed with his replacement would need to occur soon. Mayor Johnson informed the Council he has plans formulated and would soon share those with the City Council.

#### **H. PWC, REED & COMPASS POINTE PROPERTIES**

The Council and staff discussed the current disposition of these city-owned properties. Public Services Director Vodopich noted the expense for county-mandated street improvements will need to be included in the overall cost estimate for development of the Peaking Storage Tank Site (21719 96<sup>th</sup> St E) for the Public Works Center (PWC). City Administrator Morrison said the desirability of a portion of the Compass Pointe Property (22405 SR 410) to be used as a regional storm water facility complicates the decision on how to use or when to dispose of this property. Several Councilmembers advocated for a very considered approach to the disposal or use of this property because of its key position in the future development of Eastown and its infrastructure.

Councilmember Rackley spoke of the need to return funds to the Water Utility and

suggested the Reed property (7109 Barkubein Rd) should be sold now. Keeping in mind the use of a portion of the property for a possible Flume Trail trailhead and parking, there was a consensus majority that the administration should move forward with a commercial appraisal of the property.

**I. COUNCIL COMMITTEE STRUCTURE**

Deputy Mayor McKibbin proposed the creation of a fourth Council Standing Committee to deal specifically with the water, sewer and storm water utilities. Councilmember Rackley said he feels the Council committees are not overworked and there is room in their schedules to continue to consider the City's business as needed. There was a majority consensus to discuss the topic as needed at a later date. Deputy Mayor McKibbin said it is his goal that business submitted through committees should then go to a Council workshop prior to action at a Council meeting. Councilmember Rackley said he feels committee chairpersons should be free to send things directly to a workshop if they don't want to consider it at the committee level. Mayor Johnson added the committees could refer items to the administration for further work as well. Councilmember Swatman observed that the administration can largely determine the initial flow of items for Council consideration at the committee level. He said it is up to the Deputy Mayor to direct items as they are proposed for review at a Council workshop.

The City Council had a lunch break from 12:20 p.m. to 1:03 p.m.

**J. CITY'S RELATIONSHIP WITH SERVICE GROUPS & NON-PROFITS**

The Council discussed briefly its existing relationships with the Food Bank, Lions 4 Kids, Beautify Bonney Lake, the Greater Bonney Lake Historical Society, the Chamber Collective, the Kiwanis, the Veteran's Memorial Committee and the Communities for Families Coalition.

Mayor Johnson observed that the City has no official relationship with any of the service groups operating in the community. He said the City's contribution to their operations have consisted of allowing the use of vacant city properties, providing water in some cases and partnering in events. The Council expressed concern for the soundness of the Food Bank. Mayor Johnson asked Director Vodopich to arrange for a building inspection of the second floor of the building, and to arrange for discussion of the results at a future workshop. At the conclusion of the discussion, there was a general consensus to pursue agreements with all the service groups, even if the agreements are minor in nature. Mayor Johnson also suggested the Veteran's Memorial could be added to the park plan, thereby opening it up to contributions from the park fund.

The City Council took a ten minute break from their discussions.

**K. GOAL REVIEW AND PRIORITIZATION**

City Administrator Morrison reviewed with the City Council a list of 22 goals which was established in prior years at the annual retreat. There was general consensus to eliminate some of the goals, combine two and add another.

Eliminated were goals to pursue a plateau area public-private economic development committee, and a goal to create a Transportation Benefit District. Goals that were combined or added created the following goal statements:

- a. Develop a phased and prioritized park improvement plan for Midtown Park, including a community center; and
- b. Work towards the development of a Pierce County Regional Misdemeanor Jail.

At the conclusion of discussion, the Council used self-adhesive dots to physically indicate their preferences for the listed goals. Each Councilmember was given 12 dots, with the caveat that they could use no more than three of the dots on any given goal. The list of goals receiving at least six dots are as follows in order of highest number of votes to the lowest:

1. Develop a phased and prioritized park improvement plan for Mid-Town Park, including a community center.
2. Complete design and issue bids for a new Public Works Center.
3. Work towards the development of a Pierce County Regional Misdemeanor Jail.
4. (Tied for 4th) Annex the CUGA (less Tehaleh)
5. (Tied for 4th) Obtain a water right in the White River Basin (CWA Agreement)
6. (Tied for 4th) Develop a plan to maintain, develop and/or dispose of the former Compass Pointe/Smith Eastown properties.
7. (Tied for 5<sup>th</sup>) Increase funding sources to implement the non-motorized transportation plan, including sidewalks, trails and bike lanes.
8. (Tied for 5<sup>th</sup>) Update the City's emergency management plan, including extended response capability in which the City can operate essential systems for 7 – 10 days.
9. (Tied for 5<sup>th</sup>) Develop a plan to maintain, develop and/or dispose of the former Reed property.

Mayor Johnson and Deputy Mayor McKibbin thanked those in attendance for their participation and adjourned the meeting at 2:35 p.m.

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Harwood T. Edvalson  
City Clerk

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Neil Johnson, Jr.  
Mayor

Items included in the Meeting Packet for the January 20, 2018 Council Retreat:

- Council Retreat Packet – Don Morrison, City Administrator