

CITY COUNCIL WORKSHOP

**October 16, 2018
6:00 P.M.**

DRAFT MINUTES



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Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

- I. CALL TO ORDER:** Mayor Neil Johnson, Jr. called the meeting to order at 6:01 p.m.

- II. ROLL CALL:** Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, Jr., elected officials attending were Deputy Mayor Randy McKibbin, Councilmember Terry Carter, Councilmember James Rackley, Councilmember Michelle Surdez, Councilmember Dan Swatman, and Councilmember Tom Watson.

Councilmember Swatman moved to excuse Councilmember Evan’s absence. Councilmember Watson seconded the motion.

Motion approved 6-0.

Staff members in attendance were City Administrator John Vodopich, Administrative Services Director/City Clerk Harwood Edvalson, Police Chief Bryan Jeter, Chief Financial Officer Cherie Gibson, Human Resources Manager Jenna Richardson, Superintendent of Public Works Ryan Johnstone, Facilities & Special Project Manager Gary Leaf, and Deputy City Clerk Sadie Schaneman.

- III. CLOSED SESSION:** Pursuant to RCW 42.30.140, Mayor Johnson, Jr. announced the City Council will meet in closed session to discuss ongoing labor negotiations. He stated the closed session will be approximately 15 minutes with extensions as needed. The closed session started at 6:02 p.m.

The City Council reconvened in open session at 6:13 p.m. Mayor Johnson, Jr. moved to add AB18-123 - Resolution 2699 to the Consent Agenda. Councilmember Rackley seconded the motion.

Motion to add AB18-123 – Resolution 2699 to the Consent Agenda approved 6 – 0.

IV. AGENDA ITEMS:

A. Council Open Discussion:

Lions Club. Councilmember Watson stated that he attended a meeting at the Lions Club and that the Big Give was scheduled for November. There will be 2 locations, one in Bonney Lake and one in Sumner.

B. Review of Council Minutes: October 2, 2018 Workshop and October 9, 2018 Council Meeting.

Councilmember Watson reported that he had provided City Clerk Edvalson with a number of corrections to the draft minutes. There was a general consensus of the Council to move the minutes as revised forward to the next Council meeting for approval.

- C. Action:** AB18-123 – Resolution 2699 - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign The Labor Agreement With The Bonney Lake Police Guild For Sworn Employees, From January 1, 2018 Through December 31, 2020.

Councilmember Watson moved to approve AB18-123 – Resolution 2699. Councilmember Rackley seconded the motion.

Motion approved 6 – 0.

- D. Action:** AB18-92 – Resolution 2684 – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Accept A Grant From And Purchase Equipment From GameTime And Semi-Community-Based Installation From Sitelines.

Councilmember Watson moved to approve AB18-92 – Resolution 2684. Councilmember Swatman seconded the motion.

Motion approved 6 – 0.

- E. Discussion:** AB18-109 – Ordinance D18-109 – Amending Ordinance Nos. 1527 And 1559 Relating To Salaries For Non-Represented Employees.

Councilmember Swatman stated that if there were no concerns then to forward AB18-109 – Ordinance D18-109 to a full council meeting, general consensus of the Council to forward to the October 23, 2018 Council Meeting for action.

- F. Discussion:** AB18-118 – Resolution 2694 – Interlocal Agreement With The Greater Bonney Lake Historical Society.

Councilmember Swatman verified that the agreement would start next year and what the terms were for reference later. Councilmember Watson stated that a better transition period would have been easier to help the new part-time employee. He states that having the part-time employee helping on other community groups would be beneficial also. Mayor Johnson, Jr. stated this agreement was the start of a partnership and that helping other community groups later will be a goal. After the program is up and running then Council can reevaluate and make decisions on maintaining the program. This is a start and a work in progress. General consensus of the Council to place AB18-118 – Resolution 2694 on the agenda as a Full Council Issue at the October 23, 2018 Council Meeting for action.

G. Decision Cards:

1. Superintendent of Public Works Johnstone addressed the Council regarding Crosswalk/Radar Signs, Micropaver Interface, Additional Seasonal Labor (Forestry & Parks), Back Up Generator Maintenance (Multiple Funds), Automatic Locks For AYP And Cedarview Bathrooms, Picnic Shelters For Midtown Area, and Beautification.

Crosswalk/Radar Signs. Due to the decrease in the budget this last year, Public Services has been limited in purchasing new LED Crosswalk/Radar Signs. With the new budget 4 new mobile Radar Signs in 2019 and 4 to 5 new crosswalk signs in 2020 could be purchased. Councilmember Rackley asked about having schools help with the cost for the crosswalks. Members of the City Council posed a few questions. Grants and school support for financing were discussed also. Several expressed their support for this improvement to Public Safety.

Micropaver Interface. Interfacing Micropaver with CityWorks would help staff to be more efficient on tracking pavement condition ratings with the street asset being evaluated. Currently everything is done manually and calculated onto a spreadsheet. The interface would be able to interact with CityWorks and do the calculations automatically as inspectors are in the field writing notes on the street assets. Members of the City Council posed a few questions. Several expressed the need to review how the Micropaver software is currently working since it is a new product for the City before interfacing.

Additional Seasonal Labor (Forestry & Parks). Public Services has 2 employees that are close to retirement and are very knowledgeable on the City Parks. With the increase of work in the summer, they are overworked and are needing some additional help. With the added 1.5 seasonal staff in the summer, the cost of overtime would be very limited. Members of the City Council posed a few questions. Several expressed the need to review the cost differences in contracting out the summer work versus adding seasonal help. Councilmembers spoke generally in favor of the need to address the expanding work in the summer.

Back Up Generator Maintenance. With the limited amount of staff time available, maintenance on the generators for the water and sewer towers are just getting the basic items done. The generators require a more in depth maintenance schedule and are critical for the City to be able to operate the water and sewer system. Cummins does offer a contract for bi-annual maintenance work. This would guarantee that the generators are running and working. Members of the City Council posed a few questions and expressed the need to review the cost differences in contracting out the maintenance work versus hiring a staff member with knowledge to also be utilized in other maintenance areas. Councilmembers spoke generally in favor of the need to address the maintenance of the generators and other assets.

Automatic Locks For Allan Yorke Park And Cedarview Bathrooms. Currently the bathrooms are manually unlocked in the morning and locked again at night by Public Works; sometimes causing overtime; or by the Police Department. Having automatic locks on the restrooms would be a cost efficient solution and will help with after dark vandalism. Councilmembers spoke generally in favor of the need to address the locks on the public restrooms.

Picnic Shelters For Midtown Area. For the purchase of 2 mini shelters and metal tables for the Midtown Area Park. This is needed for the community at the Park. Councilmembers spoke generally in favor of the need for shelter and table at Midtown Park.

Beautification. For the purchase of hanging baskets, flags, and banners in various locations throughout the City. This will be helping to beautify the City of Bonney Lake. Councilmembers spoke generally in favor to have hanging baskets, banners, and flags throughout the City.

2. Facilities & Special Project Manager Leaf addressed the Council regarding Courtroom Holding Cell Repairs, PSB – Paint & Siding Repairs, PSB – Floor Coverings, PSB – Gate, Cameras & Lighting, J&MC Security Measures, Senior Center – Paint Exterior, and Senior Center Heat Pump.

Courtroom Holding Cell Repairs. Currently the holding room walls are thin and damaged. With prisoners being placed in the holding room, upgrades and repairs are needed. Installing steel panels would improve security and reduce future maintenance work. Councilmembers spoke generally in favor of the need to upgrade the holding cell.

Public Safety Building – Paint & Siding Repairs. The Public Safety Building has not been painted in 14 years and has some damage to exterior walls. The repairs are needed and then a full paint job on the exterior of the building. Councilmembers spoke generally in favor of the need to address the maintenance of the Public Safety Building’s exterior walls.

Public Safety Building – Floor Coverings. The vinyl floors are original and the carpets last replaced in 2004 in the Public Safety Building. Both are much worn and in need of replacement. Councilmembers spoke generally in favor of the need to address the maintenance of the Public Safety Building’s interior floors.

Public Safety Building – Gate, Cameras, and Lighting. For security and safety, the manual gate at the Public Safety Building needs to be replaced with an automatic gate and the addition of cameras and lights. Councilmembers spoke generally in favor of the need to address the safety of the Public Safety Building’s gate entrance.

J&MC Security Measures. The Public Safety Committee proposed improving security for the Court and Finance departments. This includes bullet proof glass for the counters and Kevlar on the Court/Council dais. Currently the J&MC is not set up for security as a courthouse and needs to be updated. Members of the City Council posed a few questions and expressed the need to review the cost differences in having the work done separately versus all at once. Councilmembers spoke generally in favor of the need to address the safety of the Court and Finance Departments.

Senior Center – Paint Exterior. The Senior Center has not been painted in 12 years and has some damage to exterior walls. The repairs are needed and then a full paint job on the exterior of the building. Councilmembers spoke generally in favor of the need to address the maintenance of the Senior Center’s exterior walls.

Senior Center Heat Pump. In the last 2 years, costly repairs have been done to the 2 heat pumps in the Senior Center to keep both running. Both are original and 30 years old. Replacing the heat pump will be more cost efficient and less maintenance. Members of the City Council posed a few questions and expressed the need to review the cost differences in having the work done separate from an air conditioner in the kitchen versus a possible unit for combining both requests. Councilmembers spoke generally in favor of the need to address the replacement of a heat pump in the Senior Center.

V. ADJOURNMENT:

At 7:29 p.m. Mayor Johnson, Jr. adjourned the regular Council Meeting with the common consent of the City Council.

Harwood Edvalson, City Clerk

Neil Johnson, Jr., Mayor

Items presented to Council at the October 16, 2018 Workshop:

- (1) *Decision Cards*- Chief Financial Officer Cherie Gibson
- (2) *City Council Agenda Bill AB18-123*- Human Resources Manager Jenna Richardson
- (3) *Agreement Between City Of Bonney Lake And Bonney Lake Police Guild*- Human Resources Manager Jenna Richardson

Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.