

December 13, 2011
5:30 P.M.



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.

Website: www.ci.bonney-lake.wa.us

"Where Dreams Can Soar"

Location: Justice Center Council Chambers; 9002 Main Street, Bonney Lake, WA 98391

Roll Call - Elected Officials - Committee Members:

Neil Johnson, *Mayor*; Dan Swatman, *Deputy Mayor and Chair - Finance Committee*; James Rackley, *Chair - Community Development Committee*; Mark Hamilton, *Chair - Public Safety Committee*

Anticipated Attendees:

Don Morrison, *City Administrator*; Woody Edvalson, *City Clerk/Administrative Services Director*; John Vodopich, *Community Development Director*; Dan Grigsby, *Public Works Director*; Jenna Richardson, *H.R. Manager*; Brian Hartsell, *Executive Assistant*; and, Al Juarez, *Chief Financial Officer*

Voucher Review:

Updates and/or Reports:

1. Personnel Updates and/or Issues. Sponsor: Jenna Richardson, H.R. Manager
Jenna provided the following update: (a) our custodian has resigned, effective 12/20/2011, and we have 2 internal applicants interested in the position. (b) Tomorrow and Thursday she will be administering Oral Boards to the 18 police officer applicants. A brief discussion about a lateral position vs. an entry level position ensued. (c) Jenna shared that she will be out 3 months for maternity leave. Depending on the Department needs during her leave, she may consider working small projects to help out.

Old Business/Action Items:

New Business/Action Items:

Discussion Items:

1. Review Minutes – Notes: November 22, 2011 Meeting
These minutes were approved without edit.
2. Proposed Resolution #2174; AB12-003. Extension of the “Term” of the City Administrator’s Employment Agreement. Sponsor: Don Morrison
Discussion ensued about the length of the renewal term. Don proposed 4 options and asked for feedback of each. After discussion the committee recommended that the item move forward to the next workshop to be discussed by the full Council.
3. Preliminary discussion of the City Council Sub-Committee process. (May be deferred to a future Council Retreat). Sponsor: Don Morrison
During discussion an idea to maintain the current system for a few months emerged. This would allow the new Council members time to observe the sub-committee process. At the end of a few months of experience; this item could be further explored for revision or not. After

further discussion the committee recommended that this item move to the next Full Council retreat for discussion.

4. Briefing on the current Justice Center relocation project. Sponsor: Don Morrison/Gary Leaf
Don recapped the recent meeting that the Department Directors participated in and the recommendations that flowed from that meeting. Don shared the idea of utilizing the reaming vacant space on the first floor for further improvements to accommodate staff usage. An idea would be to locate either Administrative Services or Executive on the first floor, Finance on the second floor, and Community Development on the third floor. Public Works Admin and Engineering would move from the Annex to the current City Hall. This concept would locate all Public Works employees in a single general vicinity. Committee members were O.K. with this concept.
5. Report/Briefing on the EDEN Fixed Asset (FA) system. Sponsor: Al Juarez
Al recapped the attached memo on this topic. After brief discussion Committee members unanimously agreed that de-commissioning the FA System was a good economical move for the City. Al will proceed with the attached form to accomplish this administrative recommendation.
6. Report/Briefing on the 2011 Boat Launch Revenues. Sponsor: Al Juarez
Al shared that we have been tracking these revenues and reporting to Don & the Mayor since the controversial bollard repair earlier this Spring. After brief discussion Committee commended the report and unanimously requested we move on to the next item.
7. Budget Amendment. Sponsor: Deputy Mayor Swatman
This discussion revolved around copies of RCW 35A.34.130 Budget- Mid-biennial Review and modification that Al had previously distributed via e-mail. Al shared his recent discussion with the State Auditor on this topic. Additionally Al shared alternative procedures that he was aware of to accomplish the mid-biennial review. After brief discussion a consensus decision was to continue the current procedure, which is an annual review and modification.

*** The following item was not on the agenda but, nevertheless, discussed:*

Report prepared by the National Home Builders Association, Elliott Eisenberg. Elliott is available during the Months of February and April 2012 to visit the Tacoma area and deliver a presentation of the report that he has prepared specific to Bonney Lake. Would the Committee like me to pursue this endeavor? Committee members asked Al to transmit an e-mail and copy of the report to each of them. Al agreed to do so. Upon their review of the report they will weigh in with more information on this item.

Adjournment:

There being no further business, the meeting adjourned approximately 6:40 P.M.