Finance Committee
May 26, 2020
The meeting was called to order at 5:00 P.M.

Roll Call:
Deputy Mayor Justin Evans (Chair)
Councilmember Tom Watson
Councilmember Terry Carter

Attendees:
City Administrator John Vodopich
Human Resources Manager, Jenna Richardson
City Engineer, John Woodcock
Chief Finance Officer, Cherie Reierson
Management Analyst/Executive Assistant, Leslie Harris
Interim Public Service Director, Ryan Johnstone
Administrative Assistant III, Debbie McDonald

Finance Committee

I. Reports/Presentations:

Personnel Update

Human Resources Manager Richardson reported they have been busy developing policy and procedures for COVID-19 and working on fraudulent unemployment claims. The City still has a temporary hiring freeze, seasonal laborers are still on hold. The vacancy in the Police Department was approved to move forward with filling the position. Have held oral boards with two good candidates moving forward. The Recreation Department staff is laid-off at this time. Does not know where the Action Day Camp will fall with the phases opening up.

Councilmember Watson asked if it was the Officer or Detective position being filled.

Human Resources Manager Richardson responded it was an Officer position, the Detective position will be filled from within.

Councilmember Carter asked if it was a lateral or entry level position.

Human Resources Manager Richardson stated it is lateral first.

18424 89th Repairs
John Vodopich, City Administrator

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City Administrator Vodopich, stated the tenants moved out in early April and really trashed the rental house. It will cost about $20,000.00 to repair, but once rehabbed could still get $1500.00 in rent.

Deputy Mayor Evans commented it would take 13 months of rent to recover the repair cost.

Councilmember Watson asked why were there employees working on the weekend to demolish the house across from Lions 4 Kids.

Interim Public Services Director Johnstone replied it took two full days and three employees to do the tear down.

Councilmember Watson asked why the City would spend money for weekend overtime pay. Would like to see what it cost for the demolition. Doesn’t understand why we would spend more money to renovate the rental house just to turn around and demolish it.

Interim Public Services Director Johnstone will get the exact numbers for the house that was demolished.

City Administrator Vodopich replied it would take about 14 months to recoup the repair cost. At this time there is no plans in demolish the house. The land would just be sitting there vacant and not bringing in any revenue.

Councilmember Watson does not want to spend that kind of money at this time when the City does not know where it is at financially.

Councilmember Carter asked Chief Finance Officer Reierson what she thought.

Chief Finance Officer Reierson responded the repair work is not in the budget, it would take a little longer than 14 months to recover the City’s investment. The property management company takes their fees out of the rent collected.

Councilmember Carter suggested holding off making a decision and take it to a Council Workshop.

Councilmember Watson replied even holding off for a few months.

Deputy Mayor Evans suggested bringing it to Council in six months.

City Administrator Vodopich commented the longer the house is vacant, the more of an opportunity for squatters to live there.

Move to Future Workshop
II. Business/Action Items:

*AB20-63 Resolution 2840: Approving Supplement 10 to the Professional Services Agreement with Parametrix to Acquire the Right of Way Necessary for the Fennel Creek Trail 2A - John Woodcock, City Engineer*

City Engineer Woodcock stated the right-of-way acquisition team has taken more time than they thought it would take to acquire the property for the Fennel Creek Trail 2A. It is to cover their cost to acquire land for the City.

Councilmember McClimans sent in comments asking to explain the cost increase.

City Engineer Woodcock responded at least they did not over bid, the process is taking longer to negotiate with a few property owners. One in particular believes their property is worth much more than the appraised value.

City Administrator Vodopich commented that Councilmember McClimans asked that it be taken off consent agenda.

Councilmember Watson asked if the process was getting close to wrapping up.

City Engineer Woodcock respond they are close, just a few more items to complete.

**Moved to Full Council**

*AB20-64 Resolution 2841: Authorizing the Continuance of the Professional Services Agreement with Summit Law Group - Jenna Richardson, Human Resources Manager*

Human Resources Manager Richardson stated the City is getting ready to enter into bargaining negotiations with the Police Guild and AFSCME. The Lawyer who represented the City in the Police Guild negotiations back in 2014 is no longer with Summit Law Group. The new Lawyer assigned was not included in Appendix B of the original service agreement.

Councilmember Watson asked if she felt comfortable with the new Lawyer.

Human Resources Manager Richardson replied yes, she feels comfortable working with him and thinks his style will be beneficial to negotiations.

**Moved to Consent Agenda**
AB20-62 Resolution 2839: Authorize the Mayor to Sign an Interagency Agreement with the Department of Commerce - Cherie Reierson, Chief Financial Officer

Chief Financial Officer Reierson explained that under the CARES Act the Department of Commerce is awarding the City $631,800.00 of grant funds to spend on unbudgeted items surrounding the COVID-19 pandemic. It will require a budget amendment.

City Administrator Vodopich discussed ways they can use the funds. Should be able to include the Senior Meal program and a temporary Attorney to help our City Attorney with the backlog in Court.

Deputy Mayor Evans asked if there is any way to help the food bank with some of this money.

City Administrator Vodopich will talk with Mayor Johnson more about it on Thursday. The City would have to pay that money up front and then get reimbursed.

Chief Finance Officer Reierson stated all reimbursement will have to pass the audit with the funds being a Federal Grant. Will be making sure any reimbursement qualifies and meets all the criteria.

Deputy Mayor Evans commented it is nice they give City's until November 18 to submit for reimbursements.

Chief Finance Officer Reierson will try to recover the late fees that the City is unable to collect at this time.

Moved to Consent Agenda

III. Open Committee Discussion:

Councilmember Watson asked what the financial forecast is for the City's future.

City Administrator Vodopich had accounting codes created for hazard pay and personal protection equipment so Chief Finance Officer Reierson could pull those numbers easily. Hazard pay would go through June for field staff.

Deputy Mayor Evans asked what will be done with some of the money not being spent, like the money for Tunes at Tapps.

City Administrator Vodopich responded it will go back in the General Fund.

Councilmember Watson would like to see more money go into the food bank.

Councilmember Evans asked about a citizen whose water was shut off back in November if they are making good on their payments.

Chief Finance Officer Reierson responded since Deputy Mayor Evans is not listed on the bill she cannot discuss individual accounts. What she can say is the Finance Department is doing the best they can to work with all accounts that are past due.
IV. **Closed Session:** NONE

V. **Adjournment:**

Deputy Mayor Evans adjourned the meeting at 5:35.

Debbie McDonald, Administrative Assistant III