

CITY COUNCIL WORKSHOP

January 15, 2013  
5:30 P.M.

MINUTES



"Where Dreams Can Soar"

*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](http://www.ci.bonney-lake.wa.us)*

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

**I. CALL TO ORDER** – Mayor Neil Johnson, Jr. called the workshop to order at 5:32 p.m.

**II. ROLL CALL:**

Administrative Services Director/City Clerk Harwood Edvalson called the roll. Elected officials attending were Mayor Neil Johnson, Jr., Deputy Mayor Dan Swatman, Councilmember Randy McKibbin, Councilmember Mark Hamilton, Councilmember Jim Rackley, Councilmember Donn Lewis, and Councilmember Tom Watson. Councilmember Katrina Minton-Davis was not in attendance.

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Chief Financial Officer Al Juarez, Police Chief Dana Powers, City Attorney Kathleen Haggard, Administrative Services Director/City Clerk Harwood Edvalson, and Administrative Specialist II Renee Cameron.

**Councilmember Rackley moved to excuse Councilmember Minton-Davis from the January 15, 2013 Council Workshop. Councilmember Lewis seconded the motion.**

**Motion to excuse Councilmember Minton-Davis approved 6-0.**

**III. AGENDA ITEMS:**

**A. Presentation:** Concession Stand / Community Garden Updates - Stew Bowen

Stew Bowen with the Bonney Lake Food Bank / Bread for Life provided a presentation regarding the community garden and the purpose that a community garden gives to bring the community together, including generations of families. He said there were numerous donations made for the community garden and there are currently 61 garden beds, some of which specifically provide for the Bonney Lake Food Bank. There are ADA beds as well which allows all of the community to participate. He provided a breakdown of how many vegetables and herbs already came to the Food Bank directly from the garden. He asked for the City to continue to assist and partner with the Food Bank so they can continue with the efforts to provide for the community in need.

Mr. Bowen also provided an update regarding the Snack Shack at Allan Yorke Park. He said the Snack Shack has not been as productive as in the past. There was a drop off in business, partially due to weather, some staffing issues, and an electrical outage which caused a large amount of frozen food to spoil. He said their positive presence at the park benefits the kids. He spoke specifically of one young man who came to the skate park and the positive reinforcement he received from the City and staff. Mr. Bowen said he hopes that the City will continue to support the Snack Shack. Mayor Johnson said every time he has been there the Snack Shack has been well attended to and has been very pleased with the progress.

Councilmember Rackley asked if the Food Bank planned to continue the summer lunch program. Mr. Bowen said there were, despite the fact that there may be some challenges. He said the summer lunch program feeds over 100 kids a day during the summer months. Councilmember Lewis said he knows that students throughout the Bonney Lake School District appreciate knowing that the Snack Shack is there to assist them and help to provide a meal to them during the summer months and the students appreciate it very much. He said that if the students are aware and learning of the benefits provided by the Snack Shack then they may be more likely to later contribute back to the community because of the benefits they personally received.

## **B. Council Open Discussions:**

Public Works Expenditures. Councilmember Watson asked about the Public Works Department use of purchasing cards (p-card) and asked if the department is diligent in buying locally or economically. Public Works Director Grigsby said most of the small purchases are purchased using the p-card and Assistant Public Works Director Charlie Simpson and his staff have put together a standard operating procedure for the program. He said a lead or supervisor must authorize every purchase before the employee is provided the p-card. Part of the policy is to spread the wealth of spending amongst the local businesses in the City that sell materials, as long as it is not more than a 10% increase in price. Director Grigsby said the staff use pre-expended bins to stock up on commonly used supplies, and then they order when these supplies are diminishing.

Councilmember Watson also had questions regarding phone bills that he reviewed during the budget process. Director Grigsby said he believes Councilmember Watson was looking at line items charged for the different funds, however, the lower priced ones would have been just one or two phones to that fund, versus other funds which may have multiple phones on one specific fund, such as the sewer fund. Councilmember Watson thanked Director Grigsby for his explanation.

Street Access. Councilmember Hamilton asked about the request from a citizen he heard from last week regarding parking along her street and the access required for the fire department. He said Fire Chief John McDonald said at the Public Safety Committee meeting that it is a fire code to have at least 20' for clearance and wanted to find out about the required signage to enforce the parking regulations for parking or traffic infringement and a possible fine. He asked the Council if the Public Safety Committee should review the issue. Public Works Director Grigsby said none of the design standards provide for a parking lane as part of the design. Director Grigsby said when a City requires a parking lane, it takes property away from developers. Councilmember Hamilton said big vehicles, especially garbage and fire trucks, have a difficult time navigating their way through streets. Councilmember Lewis said it also makes it extremely difficult for the snow plow trucks to clear the streets. He said that if the City can remind residents about the safety issues for public safety vehicles to have proper access then maybe the residents and citizens will start thinking about it. Councilmember Watson said he was concerned about the cost of the signs. Council consensus was that it is an issue of educating the residents rather than amending the code, ticketing, or taking it to Public Safety Committee.

Mandatory Garbage Collection. Councilmember Watson asked what code enforcement staff may be doing for residents who are not having their trash picked up. Deputy Mayor Swatman said there is a current issue that will be going to the Public Safety Committee regarding mandatory garbage collection. Mayor Johnson said that at one time approximately 180 homes were not signed up for the mandatory garbage service, and now there are approximately 500 homes. He said it is a health and sanitation issue that needs to be addressed.

Clean Up Around Lake Bonney. Councilmember Watson said there are the two houses around Lake Bonney that have been getting cleaned up and he appreciates all of the efforts by everyone involved in the clean up to help beautify Bonney Lake.

**C. Review of Draft Minutes:** December 4, 2012 Workshop, December 11, 2012 Special Meeting, December 11, 2012 Meeting, January 8, 2013 Meeting.

The December 4, 2012 Workshop, December 11, 2012 Special Meeting, December 11, 2012 Meeting, January 8, 2013 Meeting Council Meeting minutes were forwarded to the January 22, 2013 Council Meeting for action, with one minor correction noted by Councilmember Lewis.

**D. Discussion:** AB13-05 – Ordinance D13-05 – Non-Represented Employee Salaries

City Administrator Morrison said that that the 2013-14 budget provided for a 1.5% cost of living adjustment (COLA) for non-represented employees. This resolution formalizes what was proposed in the budget for these employees. He said there are a number of options available as to how to calculate the increase. Councilmember Watson asked what other raises the non-represented employees receive in a year. City Administrator Morrison said for those who have not reached their top level they received a 3% step increase. City Administrator Morrison also noted that payroll taxes will be going up 2%, so employees will see a net decrease on their next paycheck. He explained how the salary ranges are calculated. Councilmember Hamilton asked how the City of Bonney Lake compares to other cities. City Administrator Morrison said the City compares fairly well and in the past few years, when other cities have put a cap on COLA, Bonney Lake is beginning to become more comparable.

Deputy Mayor Swatman asked how the 1.5% amount was determined. City Administrator Morrison said that with the Police Guild receiving 2.88% COLA, administration felt it was appropriate that the non-represented employees, and AFSCME, should be entitled to receive at least half of what the Police Guild received. Councilmember Rackley asked what COLA amount increase was budgeted and City Administrator Morrison said it was 1.5% for both the non-represented employees, and as well AFSCME employees.

Finance Director Juarez gave a breakdown on the percentage of the budget for both non-represented employees and AFSCME receiving a 1.5% COLA.

Deputy Mayor Swatman asked about the health care insurance negotiations with AFSCME. City Administrator Morrison said non-represented employees will follow whatever is negotiated with AFSCME. Mayor Johnson said if Council wants to wait until the health care insurance has been negotiated with AFSCME to act on the COLA, that was understandable.

The item was tabled to a future Council Workshop and Council Meeting.

**E. Discussion:** AB13-08 – Resolution 2266 – Setting the ballot language for the Metropolitan Park District April 23, 2013 Special Election.

Deputy Mayor Swatman said this resolution proposes the ballot language prepared by the City Attorney Haggard for the ballot language to be used for the April 23, 2013 Special Election. City Attorney Haggard said the concise description of the ballot language is limited to 75 words and that since she wrote the language she will have to certify it to the Elections Division. She said

that per State law the City is allowed 200 words to summarize the explanatory statement for the voter's pamphlet to explain to the voters what this ballot measure is about, and that too will need to be certified by her since she wrote the language. She said she is still researching and working on the ballot language and the summary for the explanatory statement to have it submitted to the Pierce County Elections Division.

This item was forwarded to the January 22, 2013 Council Meeting for action, with any revised language by the City Attorney.

**F. Discussion:** Process to select MPD Ballot Proposition Pro – Con Committees.

City Administrator Morrison discussed the process to select applicants for the Metropolitan Park Districts Pro and Con Committees. To date, ten applications have been received by the City Clerk. The City Administrator said he will provide copies of the applications to the Council next week for review and per State law three applicants will be selected for each Committee. The Council said they will review and discuss the applications at the February 5<sup>th</sup> Council Workshop, and appoint the Committee members at the February 12<sup>th</sup> Council Meeting.

Councilmember Watson said some of the Councilmembers have received emails asking Council to change their stance regarding the Metropolitan Park District. City Attorney Haggard advised the Council how to respond, or not respond to questions, and their individual rights as to how they stand on an issue.

**G. Discussion:** Proposed Council Planning Retreat.

City Administrator Morrison reviewed the calendar with the Council who were present and suggested Saturday, February 23, 2013 as the date for a Council Retreat. Mayor Johnson said he would like to find a facilitator for the retreat so that City Administrator Morrison can also participate.

**H. Discussion:** AB13-10 – Resolution 2261 – Maintenance Agreement with Sound Transit for the Bonney Lake Park & Ride

This item was tabled for continued discussion at a future Council Workshop/Meeting.

**I. Discussion:** AB13-12 – Resolution 2267 – Approval of CDBG Grant Application.

City Administrator Morrison said that the proposed resolution would authorize the Mayor to apply for a State Community Development Block Grant (CDBG) to build a new Food Bank in Bonney Lake. The State requires a resolution. City Administrator Morrison said for some time, the City has been trying to find a better location and facility in which to house the food bank. The current facility is crowded, and the building is in very poor condition. He said this is an opportunity to apply for a 100% grant from the state administered Housing and Urban Development (HUD) CDBG program to construct a new food bank on a new site and to demolish the existing building. The State grant requires passage of a resolution authorizing the application and stating that if the grant is awarded, the City will abide by all state and federal grant requirements. Councilmember Lewis said that Section 3 of the grant application gives the City the authorization that is needed. City Administrator Morrison said there may need to be some revisions to the resolution and they will bring that back to the Council next week. Councilmember McKibbin asked about any City costs associated with applying for the grant.

City Administrator Morrison said any incurred costs will mainly be his staff time. City Administrator Morrison said there are some planning grants that will be coming available soon, and he hopes the City will be able to apply for those as well to help with the project. Councilmember Lewis asked when the City would be notified if they received the grant; and City Administrator Morrison said the grant is to be awarded in May. Councilmember Hamilton asked what the City's plan is for the Food Bank, whether the City is awarded a grant or not. Mayor Johnson said this is the first plan and the City will wait to see how it progresses before considering other options. Councilmember Hamilton said the services the Food Bank provides are offered to County residents too, not just City of Bonney Lake residents, and he is hopeful that the County will assist in sharing the funding for the services that are provided to citizens throughout the County.

**J. Discussion: AB13-13 – Resolution 2268 – Contract renewal with South Sound 911 (formerly LESA)**

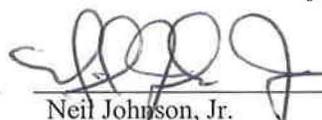
Councilmember Lewis said he sponsored this contract at the Public Safety Committee and it is a very simple contract which just changes the name from Law Enforcement Support Agency (LESA) to South Sound 911 (SS911). Due to the change, SS911 has sent out updated service agreements. Police Chief Powers said she wanted to be clear that this is not a dispatch contract and that the language in this contract is consistent with the LESA contract that has previously been in place.

**IV. ADJOURNMENT:**

**At 6:57 p.m., Councilmember Lewis moved to adjourn the Council Workshop.  
Councilmember Watson seconded the motion.**

**Motion to adjourn approved 6-0.**

  
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Harwood Edvalson, MMC  
City Clerk

  
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Neil Johnson, Jr.  
Mayor

Items presented to Council for the January 15<sup>th</sup> Workshop: None