

CITY COUNCIL  
SPECIAL MEETING

December 11, 2012  
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)*

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

- I. CALL TO ORDER:** Mayor Neil Johnson, Jr. called the meeting to order at 5:32 p.m.
- II. ROLL CALL:** Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, Councilmember Jim Rackley, and Councilmember Tom Watson.

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, Administrative Services Director/City Clerk Harwood Edvalson, Assistant Public Works Director Charles Simpson, Information Services Manager Chuck McEwen, Human Resources Manager Jenna Richardson and Senior Services Manager Sue Hilberg.

**III. FULL COUNCIL ISSUES:**

- A. Discussion:** Review of proposed 2013-2014 Biennial General Fund Budget: Administrative Services, Community Development, Police, Public Works and Non-departmental.

Administrative Services Department. City Administrator Morrison introduced this portion of the proposed budget, and mentioned the staffing in the Senior Center. Councilmembers asked for clarification on some of the departmental performance measures listed in the budget. Director Edvalson provided responses with additional input from his division managers. Councilmembers also questioned the proposed upgrade in desktop software licenses. Manager McEwen provided answers to their questions citing the lack of industry support for the current version commonly in use by the City. Councilmembers requested staff prepare cost information on live audio/video streaming of Council meetings for the Council retreat to be held in February 2013.

Community Development Department. Administrator Morrison also introduced this department's proposed budget discussing the administration efforts over the past few years to right-size this department to match the amount of development activity in the City. Councilmembers asked about the impact of lower home remodel permit fees and expressed concerns about temporary permits. Director Vodopich addressed their questions. He expressed his opinion that lowering home remodel permit fees would have little impact toward stimulating the local economy. He also noted the Planning Commission would soon be discussing proposed changes to the sign code to address temporary sign permits.

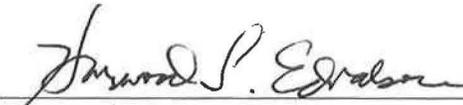
Police Department. Administrator Morrison discussed the proposed staffing for the department to include two second-in-command positions. One would handle administration and the other operations. He said the plan was to promote to these positions and those vacated in the lower ranks from within the department. The result would be to increase the number of command positions in the department. Police Chief Powers said the department has reached sufficient size that a greater command structure is necessary. Councilmembers asked about perimeter fencing for the police station. Chief Powers said this was one of the items that were sacrificed to minimize the proposed budget. She said officers and staff will remain extra vigilant while outside the station. Errors in the budget document concerning staff numbers were noted and identified for correction in the final document. Administrator Morrison identified current issues related to the jail budget, dispatch services and the use of LESA for management of certain records.

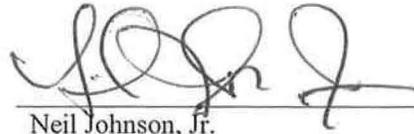
Public Works (General Fund). Administrator Morrison called the Council’s attention to a few errors in the budget document which did not impact the bottom line for expenditures in this department. He also explained some of the numbers which seem to have changed from previous years are because of changes in the way the City accounts for the expenditures. Councilmembers asked about the sewer budget, the proceeds from the revenue bond, and why the beginning fund balance in the SDC fund has been diminishing over the past few years. Administrator Morrison and Director Grigsby responded to the questions, particularly noting that the beginning cash available in the SDC fund has diminished over the past few years because of the construction projects pursued during those years to take advantage of lower construction costs during the years of recession. They also noted the cash in this fund fluctuates based on the number of system development charges collected in a given year.

Non-department. Administrator Morrison summarized the uses for this category of the general fund.

**IV. ADJOURNMENT:**

**At 6:45 p.m., Mayor Johnson adjourned the special meeting by common consent of the Council.**

  
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 Harwood Edvalson, MMC  
 City Clerk

  
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 Neil Johnson, Jr.  
 Mayor

Items presented to Council at the December 11, 2012 Special Meeting:

- Proposal – *Creation of an Economic Development Committee* – Councilmember Randy McKibbin.