

CITY COUNCIL MEETING

October 11, 2022

6:00 P.M.

DRAFT MINUTES



www.ci.bonney-lake.wa.us

Location: The physical location of the Council Meeting was at the Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington. The public was also given the option to call in or attend virtually the Council Meeting.

Audio starts at:
06:00:00

I. CALL TO ORDER – Mayor Michael McCullough, called the meeting to order at 6:00 p.m.

A. Pledge of Allegiance: Mayor McCullough led the audience in the Pledge of Allegiance.

B. Roll Call: City Clerk Sadie Schaneman called the roll. In addition to Mayor McCullough, elected officials attending were Deputy Mayor Terry Carter, Councilmember Angela Baldwin, Councilmember Justin Evans, Councilmember Gwendolyn Fullerton, Councilmember J. Kelly McClimans, Councilmember Dan Swatman, and Councilmember Tom Watson.

Staff members in attendance at the physical location were City Administrator John Vodopich, Chief of Police Bryan Jeter, Public Services Director Ryan Johnstone, Administrative Services Director Chuck McEwen, Emergency Management Coordinator Raejean Kreel, Superintendent of Public Works Jack Niehuser, Planning and Building Supervisor Jason Sullivan, Deputy City Attorney-Prosecutor Dena Burke, City Clerk Sadie Schaneman, Administrative Specialist II Kandice Besaw, Administrative Specialist II Kasee Gallagher and Senior Center Aide Sheri Jones.

Staff members in virtual attendance using the City’s BlueJeans conference line were Chief Financial Officer Cherie Reierson, Human Resource Manager Brian Sandler, Judge Joanna Daniels, and Court Administrator Kathy Seymour, and Administrative Specialist III Carol Paul.

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6:01:32

C. Agenda Modifications: Revote on Decision Card - New-Emergency Manager.

Deputy Mayor Carter moved to add the New Emergency Manager Position Decision Card as Item D on the Full Council Issues. Councilmember Watson Seconded the Motion.

There was a General Consensus to add the New Emergency Manager Position Decision Card as Item D on the Full Council Issues approved 7 – 0.

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6:02:02

D. Announcements, Appointments and Presentations:

1. **AB22-147 – Motion** - A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Approving The Mayor’s Reappointment Of Roy Nishiyori To The Civil Service Commission With A Term Ending April 6, 2028.

Councilmember Watson moved to approve the Motion. Councilmember Evans seconded the motion.

Motion approved 7 – 0.

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6:04:46

II. **PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:**

A. Public Hearing:

1. **AB22-139 – Ordinance D139** – On the Biennial Budget For Calendar Years 2023 And 2024.

Mayor McCullough opened the public hearing at 6:04 p.m. He invited anyone interested in addressing the council on the topic of the hearing to come forward. No one came forward to address the council.

Mayor McCullough closed the public hearing at 6:05 p.m.

Audio starts at:
6:05:45

B. Citizen Comments:

Dan Decker, 201 70th St E, Bonney Lake: Spoke about Inflation Reduction.

Dylan Freeze 10006 Angeline Rd, Bonney Lake: Spoke about a notice of violation he feels his father wrongly received and asked what next steps they should take as he has not received any feedback.

Beverly Robey 18819 68th St E, Bonney Lake: Expressed her concerns about the inadequacy of the Senior Center, asked who is responsible for funding and when the Senior Center will receive some upgrades.

Julie Bowen, 8406 183rd Ave E., Bonney Lake: Expressed her concerns about the inadequacy of the Senior Center and said when the Center was originally in the works of being built the city did not give funding back then

C. Correspondence: None.

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6:23:39

III. COUNCIL COMMITTEE REPORTS:

- A. Finance Committee: Deputy Mayor Carter reported the Finance Committee did not meet and is expected to have their next meeting at 5:00 p.m. on October 25, 2022.
- B. Community Development Committee: Councilmember Swatman reported the Community Development Committee met in person and virtually on October 4, 2022, the Committee discussed the Allan Yorke Park kiosks and forwarded AB22-145 and AB22-103 to tonight's consent agenda and approved their minutes.
- C. Public Safety Committee: Councilmember Evans reported the Public Safety Committee met in person and virtually today at 3:30 p.m. The Committee received an update from the Police Department and East Pierce Fire and Rescue, there will be an upcoming service held to honor fallen Firefighter Jeff Conover. Received a report from the Emergency Manager as well as the Prosecutor. The Committee forwarded to tonight's consent agenda AB22-146, AB22-150, AB22-115 and to a future consent agenda AB22-136 and AB22-149. They had open discussion on boat signage, the Pierce County boating advisory and approved their minutes.
- D. Other Reports: None.

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6:33:21

IV. CONSENT AGENDA:

- A. **Approval of Corrected Minutes**: September 13, 2022, Council Meeting, and September 20, 2022, Council Workshop.
- B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers**: Accounts Payable check/vouchers #92753 - 92829 and wire transfers #28885145, #2022090618, and #2022092801 in the amount of \$806,134.34.
- C. **Approval of Payroll**: September 16 – 30, 2022 for checks #34676-34692 including Direct Deposits and Electronic Transfers totaling \$871,614.93.
Voids: None.
- D. **AB22-103 – Ordinance D22-103** – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Section 18.22.090 And Section 13.04.100 Of The Bonney Lake Municipal Code And The Corresponding Portions Of Ordinance Numbers 747, 747A, 988, 1221, 1505, And 1584 Related To Accessory Dwelling Units.

- E. **AB22-106 – Resolution 3068** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign Amendment No. 3 To An Agreement With Murrey's Disposal For The Collection And Disposal Of Solid Waste, Recyclables And Yard Waste In The City Of Bonney Lake.
- F. **AB22-112 – Resolution 3072** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Contract With Conservation Technix To Prepare A Park, Trails, And Open Space Plan.
- G. **AB22-113 – Resolution 3073** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Contract With FCS Group To Prepare A Park Impact Fee Rate Study.
- H. **AB22-145 – Resolution 3093** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing Award Of Contract To Vortex Services, LLC For The 2022 Stormwater Drainage Structure Rehab Project.
- I. **AB22-146 – Resolution 3094** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign An Interagency Agreement With The Washington Traffic Safety Commission For Reimbursement For Traffic Emphasis Patrols.
- J. **AB22-150 – Resolution 3095** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign An Updated Interlocal Housing Agreement Between The City Of Bonney Lake, Washington And The SCORE Jail, Washington, For The Housing Of Bonney Lake Inmates.
- K. **AB22-151 – Resolution 3097** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Allow Chief Jeter To Sign An Agreement To Participate In A Multiagency Narcotics Task Force Under The Direction Of The Drug Enforcement Administration (DEA).

Councilmember Watson moved to approve the Consent Agenda. Deputy Mayor Carter seconded the motion.

Consent Agenda approved 7 – 0.

- V. **FINANCE COMMITTEE ISSUES:** None.
- VI. **COMMUNITY DEVELOPMENT COMMITTEE ISSUES:** None.
- VII. **PUBLIC SAFETY COMMITTEE ISSUES:** None.

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6:33:51

VIII. FULL COUNCIL ISSUES:

- A. **AB22-115 – Resolution 3074** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign The Peak 410 Business Park Development Agreement.

Councilmember Watson moved to approve Motion AB22-115. Councilmember Evans seconded the motion.

Council discussed and shared their thoughts, including:

- Future complications with selling said property.
- Location of the decamp facility.

Motion approved 7-0

- B. **AB22-114 – Resolution 3098** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Ratifying The Purchase And Sales Agreement Between The City Of Bonney Lake And Compass RCL, LLC To Sell 19.45 Acres Of Surplus Property (Tax Parcel 0519021070).

Councilmember Watson moved to approve Motion AB22-114. Councilmember Evans seconded the motion.

Council had no discussion.

Motion approved 7-0

- C. **AB22-148 – Resolution 3096** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing Judge Daniels To Sign A Memorandum Of Understanding With Sound Integrated Health, LLC For Therapeutic Court (Community Court) Case Management Services.

Councilmember Watson moved to approve Motion AB22-148. Deputy Mayor Carter seconded the motion.

Council had no discussion.

Motion approved 7-0

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6:42:16

D. Decision Cards.

1. Personnel Fund

New- Emergency Manager. City Administrator John Vodopich was present to answer any questions the Council may have regarding the Emergency Manager – Full Time Funding.

Emergency Management is tasked with ensuring the City of Bonney Lake is ready to protect lives and property through preparedness and mitigation activities, responding to emergencies and disasters associated with natural environmental and human-caused hazards, and coordinating and participating in recovery efforts due to such events. The City of Bonney Lake is no stranger to emergencies and disasters; most recently, the COVID-19 public health emergency and summer of 2020 fires impacted all aspects of the City's services as well as the City of Bonney Lake residents. Emergency preparedness is the responsibility of all City of Bonney Lake staff, volunteers, and residents and the Emergency Manager is responsible for making sure all these stakeholders and partners have the training and resources to be able to carry out these responsibilities. Through a three-year work plan, that includes training and exercising, public education, and skills-based training, the Emergency Manager ensures the City of Bonney Lake is ready to respond and continues to build on preparedness efforts.

Council discussed and shared their thoughts, including:

- Receiving funding from a grant to support the position.
- What surrounding cities have a full-time emergency manager.
- If not passed could this be a contract position.
- Current employee holding this position has already incorporated other cities, received positive feedback and currently has grants in place.

**New-Emergency Manager Decision Card approved 5 – 2.
Councilmember Swatman and Councilmember Watson voted no.**

2. General Fund

Comp Plan Update. Public Services Director Ryan Johnstone was present to answer any questions the Council may have regarding the Comprehensive Plan Periodic Update.

The city is required to have a comprehensive plan under the Growth Management Act (GMA) – Chapter 36.70A RCW and is required to complete a periodic update to ensure compliance with changes to the GMA since the last periodic update in 2015 by December 31, 2024, pursuant to RCW 36.70A.130. Additionally, the comprehensive plan is required to be updated to comply with the newly adopted PSRC VISION 2050 and the Countywide Planning Policies for Pierce County (CWPPPC). The update will also involve mandatory changes to the City's development regulations related to changes in state law since the last periodic update.

Council had no discussion.

Comp Plan Update Decision Card approved 7 – 0.

Parks Turf Maintenance Contract or Parks Maintenance Equipment. Public Services Director Ryan Johnstone & Superintendent of Public Works Jack Niehuser were present to answer any questions the Council may have regarding the Repairs and Maintenance.

By the beginning of 2023 the Allan Yorke Park Improvements Phase 1 Ballfield is scheduled to be completed. This field is different from any that Public Works currently operates and maintains in the city. This a multi-sport ballfield that features an artificial turf surface and lighting for soccer, baseball/softball, rugby, and lacrosse. City staff visited and met with multiple jurisdictions that own and maintain a similar type of field. We've found that we are required to have specific equipment, material, repair kits and certified annual services for maintenance. A few of the entities contract out of this service and have provided our staff the information for our reference. The request is for the City to be able contract with a vendor that has the certifications and expertise to provide the necessary services for this new field.

Council discussed and shared their thoughts, including:

- Difference between purchase and contract.
- Education on learning the equipment.
- If contracting will provide certification.
- If contracted, could that fund an additional position.

**Parks Turf Maintenance Contract
Decision Card approved 7 – 0.**

Engineering Contract. Public Services Director Ryan Johnstone was present to answer any questions the Council may have regarding the Plan Review Consultant Support.

Due to staffing shortages on the Infrastructure Development Team, it is becoming increasingly difficult to complete permit plan reviews in a timely manner. There is only one Development Review Engineer on staff, and this position is responsible for all civil plan review, right of way permit review, residential stormwater review, tenant improvement review, clearing plan review, grade and fill plan review and retaining wall review. Each of these reviews is a significant effort and requires constant coordination with the various developer design teams responsible for the plans and other divisions within the city. Currently, the City Engineer and Assistant City Engineer assist the Development Review Engineer with completion of these tasks. Unfortunately, this only provides minimal relief as these positions have many other responsibilities they must address. Delay completing these reviews means that our applicants get increasingly frustrated with staff and incur costs while attempting to get their projects under construction. This decision card is seeking additional funds to hire consultant support to assist in the completion of these reviews.

Council had no discussion.

Engineering Contract Decision Card approved 7 – 0.

Compensation Study. Human Resource Manager Brian Sandler was present to answer any questions the Council may have regarding the Compensation Study.

In March 2022 a compensation study (non-represented employees) was proposed to the City Council. This study was tabled until the 2023-2024 budget cycle. This decision card is for an outside professional agency conduct a class and compensation analysis (including a total compensation analysis) to provide direct and un-biased recommendations for improving the City’s system in a way that is fair to all employees, provides for internal equity, and is mindful of the City’s financial recourses and to the surrounding job market. The study will provide a solid foundation for future review of the City’s classification system. This study would start in Jan 2023 if possible so that recommendations will be available for the upcoming represented contract negotiations. This study will be for all 73 City positions across represented and non-represented groups.

Council discussed and shared their thoughts, including:

- What unions are included.
- Does this include all employees, union and non-represented.

Compensation Study Decision Card approved 7 – 0.

AYP Consultant Re: Traffic/Parking. Decision card was pulled.

Fiber Optic Network. Administrative Services Director Chuck McEwen was present to answer any questions the Council may have regarding the Fiber optic network priority project.

The city installed and maintained a private fiber optic network between City Buildings. As part of a shared use agreement of City owned conduit Zayo has installed a second fiber optic network between City Buildings including the new Public Services Center. This project will connect the Zayo (private) fiber optic network to City switches and prioritize network traffic, if a Zayo link is disrupted network traffic would failover to the City’s private fiber network. This provides redundancy of the city network without human intervention.

Council discussed and shared their thoughts, including:

- T-lines being an option.

Fiber Optic Network Decision Card approved 7 – 0.

AYP/Cedarview Parking Lot. Superintendent of Public Works Jack Niehuser was present to answer any questions the Council may have regarding the Allen Yorke Park and Cedarview Parking Lot.

Council had no discussion.

AYP/Cedarview Parking Lot Decision Card approved 7 – 0.

LED School Zone Signs. Superintendent of Public Works Jack Niehuser was present to answer any questions the Council may have regarding the Special Project Signs.

104th St E (BLHS)- Setup will be the same as what was purchased and installed in 2021/2022 budget cycle -\$16,000- We are replacing the School Zone Flashing Beacons because of their age (2007), they have become temperamental and are a safety risk because they require that they be programmed with the school calendar individually, from a ladder using a cord. The new beacons can be programmed with the school calendar remotely, from a phone, tablet, or a computer. They also have better solar panels which will allow them to perform better in the dark winter months. Church Lake Rd Flashing Lights. \$3,000 - The purpose of this project is to increase the safety to people and property along the sharp corner of Church Lake Road from motorists traveling on the roadway. The project includes installation of a flashing beacon along the west bound lane as an additional warning device for the sharp curve ahead.

Council discussed and shared their thoughts, including:

- Replacement of all exiting or specific signs.

LED School Zone Signs Decision Card approved 7 – 0.

Cisco Wi-Fi Access Point Replace. Administrative Services Director Chuck McEwen was present to answer any questions the Council may have regarding the Cisco Wi-Fi Access Point replacements.

The Justice Center (JMC), Public Works Center (old), Public Safety Building (PSB), and Senior Center (SC) have a Wi-Fi network controlled by an end-of-life Cisco wireless access point controller. The access points and controller need to be replaced. As part of the Public Services Center (PSB) construction a new wireless controller was purchased to control all access points at the PSB. This decision card is to replace all access points at the JMC, PSB, and SC that would be controlled by the PSC access controller.

Council had no discussion.

Cisco Wi-Fi Access Point Replace Decision Card approved 7 – 0.

EOC Mass Care/Sheltering. Emergency Management Coordinator Raejean Kreel was present to answer any questions the Council may have regarding the Mass Care and Sheltering.

Bonney Lake Emergency Management is working with the East Pierce Interlocal Coalition (EPIC) to plan to address these mass care and sheltering needs and identify ways to support community members and guests in larger and potentially catastrophic incidents. This request is to establish a mass care and sheltering program which can be scalable and flexible as the program matures. As a starting point, resources have been identified to develop a capability to establish a shelter for 50 individuals. Recurring funds would be utilized to grow the program and rotate items if there is an incurred expiration date.

Council had no discussion.

EOC Mass Care/Sheltering Decision Card approved 7 – 0.

Emergency Food/Water/Supply. Emergency Management Coordinator Raejean Kreel was present to answer any questions the Council may have regarding the City Emergency Food, Water, and Supplies.

The City of Bonney Lake has a responsibility to its residents and stakeholders to ensure continuity of operations and government, and the continued provision of essential services. To do so, the city must consider the health, well-being, and equipping of its employees. During a significant event or incident, such as the 2020 Sumner Grade Fire or the 2019 Snowmageddon, employees may find themselves unable to return home or may end up working longer hours than normal with no access to needed resources. It is the purpose of this budget request to establish a process by which the City procures and rotates stock of emergency supplies, including food, water, and department continuity supplies and equipment.

Council discussed and shared their thoughts, including:

- Confirming if this was for city employees only.

**Emergency Food/Water/Supply Decision Card approved 5 – 2.
Councilmember Baldwin and Councilmember Swatman voted no.**

Engineering-Swim Dock & Bulkhead. Public Services Director Ryan Johnstone was present to answer any questions the Council may have regarding the Engineering Services.

Request engineering evaluation of the Allan Yorke Park Swim Dock in 2023 and the Allan Yorke Park Bulkhead Survey in 2024. Both structures are extremely old and are safety concerns.

Council had no discussion.

**Engineering-Swim Dock & Bulkhead Decision Card approved 6 – 0.
Councilmember McClimans voted no.**

Forensic Cell Phone Software. Police Chief Bryan Jeter was present to answer any questions the Council may have regarding the cell phone forensic software support contract.

The Bonney Lake Police Department has trained and equipped a detective to analyze cell phones and extract evidence from them. Over the past several years, this has become an important tool for our detectives since a lot of information (evidence) is stored on cellular devices. This requires specific software and support. We have received the software and support from the United States Secret Service in the past in exchange for assisting with teaching others how to use the software. The opportunity may exist again in 2023 but it is not guaranteed. While we would prefer this opportunity to fund the software and support, if it is not offered, this software and support is required to maintain our ability to analyze cell phones. We need to maintain our capability to analyze cellular devices to support criminal investigations.

Council discussed and shared their thoughts, including:

- Will the evidence obtained be admissible in court.

Forensic Cell Phone Software Decision Card approved 7 – 0.

Multifactor Authentication. Administrative Services Director Chuck McEwen was present to answer any questions the Council may have regarding the Implement Multifactor Authentication City.

Currently we are using GoldKey USB tokens for Multifactor Authentication (MFA) primarily for Police due to CJIS requirements. However, it is projected that Cyber liability insurance will require MFA for all user who access City systems in the near future. This Decision card would migrate the City's MFA from GoldKey physical USB tokens to Duo MFA (Smartphone app, phone/text call, or physical device) for all users. This increases the security of the City's systems and helps to deter cyber breaches.

Council discussed and shared their thoughts, including:

- The application being physical or mobile.

Multifactor Authentication Decision Card approved 7 – 0.

AYP Security Contract. Police Chief Bryan Jeter was present to answer any questions the Council may have regarding the AYP Park Security Contract.

Allan Yorke Park security has been an issue over the past several summers. The overcrowding conditions, no capacity limits and lack of consistent police presence led to potentially unsafe conditions. Implementing a security contract with Pierce County Security to conduct bag checks, limit the amount of people in the park and address minor violations of park rules will ensure a safe environment for guests of the park. This will be part of a larger security plan that will include the Bonney Lake Police Department and Public Works.

Council had no discussion.

AYP Security Contract Decision Card approved 7 – 0.

Custodial Services for New Bldg. Decision card was pulled.

Contract Negotiations. Human Resource Manager Brian Sadler was present to answer any questions the Council may have regarding the Contract Negotiations.

All Collective Bargaining Agreements will expire in December 2023 and anticipate we will hire a labor attorney for contract negotiations in May 2023 to begin negotiations for the contract years 2024-2025 for the Police Guild, Police Guild Support Staff, Assistant Police Chiefs Guild and AFSME.

Council had no discussion.

Contract Negotiations Decision Card approved 7 – 0.

IX. EXECUTIVE/CLOSED SESSION: None.

X. ADJOURNMENT:

At 7:44 p.m. the Meeting was adjourned by Mayor McCullough with the common consent of the City Council.

Sadie A. Schaneman, CMC, City Clerk

Michael McCullough, Mayor

Items presented to Council at the October 11, 2022, Meeting for the record: None

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.