

**Finance Committee Meeting  
City Hall Council Chambers**

City of

*February 9, 2010  
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](http://www.ci.bonney-lake.wa.us)*

**AGENDA**

*"Where Dreams Can Soar"*

**Elected Officials:**

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

**Anticipated Staff:**

Don Morrison, City Administrator  
Woody Edvalson, City Clerk/Administrative Services Director  
John Vodopich, Community Development Director  
Dan Grigsby, Public Works Director  
Kathy Seymour, Court Administrator  
Jenna Young, H.R. Officer  
Al Juarez, Chief Financial Officer

**Staff Updates:**

1. Personnel Updates and/or Issues. Sponsor: Jenna Young, H.R. Officer

**Action Items:**

1. Proposed Resolution # 2001. Authorization for the Mayor to award and execute a contract with Billing Document Specialists (BDS) for utility billing and lockbox services. Sponsor: Brian Hartsell
2. Proposed Resolution #2010. Authorization for the Mayor to award and execute a contract with Puget Sound Collections to provide professional collection services for the City in collecting unpaid accounts receivable and utility accounts. Sponsor: Al Juarez
3. Proposed Resolution #2011. Authorization for the Mayor to execute an amendment to our original agreement with Portland Energy Conservation Inc. (PECI) to extend our washing machine rebate program into calendar year 2010. Sponsor: Al Juarez

**Discussion Items:**

1. Review of Minutes - Notes: January 26, 2010 Meeting
2. Bonney Lake Municipal Code 8.48 – Home monitoring system “False Alarm” responses by our Police Department. Sponsor: Deputy Mayor Swatman
3. Update - Resource Conservation Manager Grant – originally introduced at the 1/12/2010 Finance Committee meeting. Sponsor: Brian Hartsell

**Additional Business Items to Discuss:**

1. Capability of accepting credit cards at our counter for utility payments.
2. Develop an Accounts Receivable Policy. Policy to include criteria for write off of bad debt and annually booking an allowance for bad debt.
3. Develop an Investment Policy.
4. Issues tied to Sewer Grinder Pumps.
5. Dialogue pursuant to financing an additional stage of the Sumner Wastewater Treatment Facility. Discuss alternative measures.
6. Dialogue pursuant to the South CUGA study and annexation impacts.
7. Dialogue pursuant to financing a Utility Latecomer Agreement for East Town.
8. Discuss business processes applicable to utility billing.