

**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

"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
*Jenna opened this discussion articulating that the interview for the position of Development Review Engineer is scheduled for 2/24/2010. We received approximately 30 applications for this position.
In reference to the Municipal Court Judge position Jenna has mailed out supplemental questionnaires to 16 applicants. Two individuals have withdrawn from the process, responses were not received from three applicants, and we actually received responses from the remaining 11 applicants. The responses are still being reviewed by a panel comprised of Jenna, Don, and our interim Judge.*

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
Committee members are already familiar with this item thus not a lot of additional discussion took place. Brian presented a handout spreadsheet to the Committee members that compares annual total cost for these utility billing services as submitted by BDS and our current incumbent vendor, Data Bar. There is approximately a \$16K spread between BDS and Data Bar with BDS being the low bidder in the entire field of six vendors. Committee members unanimously agreed with the recommendation to move this item to Full Council for approval. This item appears on the full Council agenda scheduled for later this evening.

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
Al presented discussion indicating that our Courts system utilizes this same vendor. Kathy Seymour, Courts Administrator, was in the audience and gave PSC a very good recommendation. After brief discussion Committee members unanimously agreed with moving this recommendation forward for full Council approval.
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
Two of our three Committee members were well aware of the outstanding job that PECI performs for us in administering this program. Brief discussion ensued bringing Council Member Hamilton up to speed on this subject. Committee members unanimously agreed with moving this recommendation forward for full Council approval.

Discussion Items:

1. Review of Minutes - Notes: January 26, 2010 Meeting
These minutes were approved without revision.
2. Bonney Lake Municipal Code 8.48 – Home monitoring system “False Alarm” responses by our Police Department. Sponsor: Deputy Mayor Swatman
Deputy Mayor Swatman opened articulating that he recently had a very comprehensive discussion with ATB, a third party firm that performs this service for several Cities in our area. Deputy Mayor Swatman was in favor of pursuing a third party vendor further and asked Mark Hamilton, chair of the Public Safety Committee to take this item up with that Committee. Al mentioned that ATB had performed a comprehensive demo on their services for the City approximately a year ago. Don, Al and the Chief of Police were all impressed with ATB and would recommend the City moving towards utilizing a third party for these type services.
3. Update - Resource Conservation Manager Grant – originally introduced at the 1/12/2010 Finance Committee meeting. Sponsor: Brian Hartsell
Brian revisited discussion on this item articulating that other jurisdictions had the same concerns that our Finance Committee had expressed. The cities of Buckley and Sumner have already formally approved moving forward with this interlocal item and the School District has told us that they are also in favor of the item and will be voting at their next board meeting to join the interlocal agreement. Brian will provide another update once the School District provides additional information.