

**FINANCE
COMMITTEE**

**February 27, 2024
5:00 p.m.**

AGENDA



www.ci.bonney-lake.wa.us

Council Committees are primarily concerned with legislative/policy matters. They formulate and convey recommendations to the full council for action (BLMC 2.04.090).

The public is invited to attend Finance Committee Meetings in person or over the internet. The information for attending is provided below.

Finance Committee Meetings attendance options:

In-Person: Bonney Lake Justice & Municipal Center, 9002 Main ST E, Ste 200, Bonney Lake

By internet: Chrome – Microsoft Teams Meeting Link - [Click here to join the meeting](#)

A. CALL TO ORDER – Deputy Mayor Terry Carter, Chair

B. ROLL CALL: Deputy Mayor Terry Carter, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler

p.3 **C. APPROVAL OF MINUTES: February 13, 2024**

D. DEPARTMENT REPORTS/PRESENTATIONS:

p.5 1. Personnel Update

E. DISCUSSION/ACTION ITEMS:

1. Recreation Program

F. OPEN COMMITTEE DISCUSSION:

1. Council Cell Phones

G. PUBLIC COMMENTS:

Public comments can be made in-person or virtually during this portion of the meeting. Comments are limited to 5 minutes. Those planning to comment virtually will need to sign up prior to the meeting in order to comment. When signing up, please provide your name and screen name either by email to lambersonb@cobl.us or by phone at 253-447-4356. Virtual registrations need to be received by 4:00 p.m. the day of the meeting. During the meeting, your name will be called when it is your turn. Your microphone will be activated, and you will be able to comment. Those physically appearing at the Finance Committee meeting to speak during citizen comments do not need to sign up but will be asked to state their name and address for the meeting record.

H. ADJOURNMENT

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FINANCE COMMITTEE

**February 13, 2024
5:00 P.M.**

DRAFT MINUTES



www.ci.bonney-lake.wa.us

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

Audio starts at:
05:00:00

A. CALL TO ORDER – Deputy Mayor Terry Carter, Chair, called the meeting to order at 5:00 p.m.

B. ROLL CALL: Deputy Mayor Terry Carter, Councilmember Kerri Hubler, and Councilmember Gwendolyn Fullerton.

Staff members in attendance at the physical location were Administrative Services Director Chuck McEwen, Human Resources Manager Brian Sandler, Municipal Court Judge Joanna Daniels, Deputy City Attorney-Prosecutor Dena Burke, Judicial Branch Manager Geri Resch, Recreation & Special Events Manager David Wells, and Recreation Coordinator Alexis Latham, Administrative Assistant III Brandy Lamberson.

Staff member in attendance virtually Chief Financial Officer Cheri Reiersen

Audio starts at:
05:01:00

C. APPROVAL OF MINUTES:

Minutes from the January 23, 2024, Finance Committee Meeting were approved.

D. DEPARTMENT REPORTS/PRESENTATIONS:

Audio starts at:
05:01:00

1. Personnel Update – Human Resources Manager Brian Sandler

Human Resources Manager Sandler presented Personnel Update.

E. DISCUSSION/ACTION ITEMS:

Audio starts at:
05:04:00

1. **AB24-15 – Resolution 3198** – Authorizing Out of State Travel – Municipal Court Judge Joanna Daniels.

Municipal Court Judge Daniels presented Authorizing Out of State Travel. Presented a conference in Anaheim, CA for the community court team to attend, covered by grant funds.

The Committee agreed to forward to Finance Issues.

Audio starts at:
05:09:00

2. **Recreation Program** – Recreation & Special Events Manager David Wells.

Recreation & Special Events Manager Wells presented Recreation Program. Presented information about the current parks and recreation program and costs.

The Committee agreed to forward to next Finance Committee.

F. OPEN COMMITTEE DISCUSSION:

G. PUBLIC COMMENTS: None. *For efficient use of city resources, comments will be a short summary and not verbatim. Video recordings will be uploaded to the city's YouTube channel and an audio recording to the state digital archives if needing a complete review of comments.*

Audio starts at:
05:55:00

H. ADJOURNMENT

Deputy Mayor Carter adjourned the meeting at 5:55 PM.

Brandy Lamberson

Brandy Lamberson, Finance Committee Clerk

Human Resources Staffing Update – For Finance Committee

February 27, 2024

Hire Letters

- Edward Coughlin, III – Entry Level Police Officer – *03/01/2024*
- Tristan Dayou Card – Entry Level Police Officer – *03/01/2024*
- Terri Terry – Promoted to Judicial Specialist III – *03/01/2024*
- Geri Resch – Promoted to Judicial Branch Manager *03/01/2024*
- Ken Gill – Promoted to City Engineer *02/16/2024*
- Cassidy Maples – Promoted to Maintenance Worker I – Water *02/16/2024*
- Michael Claunch – Promoted to Crew Lead – Wastewater Collection – *02/16/2024*

Conditional Letters

- None

Receipt of Applications

- Police Officer - Entry, Exceptional Entry, Lateral - 2 Vacancies
- Youth Sports Official/Umpire
- Community Service Officer – *Interviews 01/30/2024*
- Facilities Crew Lead – *Closed 02/13/2024*
- Judicial Specialist I/II – *Interviews 03/05/2024*
- Maintenance Worker – Water I/II – *Closes 02/14/2024*
- Sewer Lead – *Interviews 02/08/2024*
- Meter Reader I – *Closes internally 02/21/2024*
- Accounting Specialist I/II – *Closes internally 02/22/2024*
- Maintenance Worker III – Sewer – *Closes internally 02/23/2024*
- Rule 9 Intern – *Continuously receiving applications*

Vacancy But Not Yet Posted

- Recreation Supervisor
- Maintenance Worker 3 – Water Production
- Assistant City Engineer
- Acting Administrative Supervisor

Recent/Upcoming Separations

- Kathy Seymour, *02/29/2024*
- Triss Weber, *02/29/2024*
- Kristine Yanez, *04/15/2024*

Out of Class Assignments:

- Alex Lathan, Acting Recreation Supervisor – *As of 05/01/2023*
- Jason Sullivan, Acting Public Services Director - *As of 01/31/2024*
- Geri Resch, Acting Judicial Branch Manager – *As of 01/01/2024*
- Terri Terry, Judicial Specialist III – *As of 01/01/2024*
- Brenda Martin, Acting Administrative Supervisor – *As of 01/29/2024*
- Robert Eaton, Maintenance Worker III – Water – *As of 01/08/2024*
- Casey Ronning, Crew Lead – Water *As of February 1, 2024*

Completed Staffing Changes - 2024

New Hires: 2

Promotions/Transfers: 7

Separations: 5

Note: This list does not include Seasonal positions.

2024 Part-Time/Seasonal Hires

New Hires:

- Ethan Haywood – Youth Sports Official 1/17/24
- Ramon Mendez – Youth Sports Official 2/01/24