

**FINANCE  
COMMITTEE**

**March 26, 2024  
5:00 p.m.**

**AGENDA**



[www.ci.bonney-lake.wa.us](http://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).

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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 Dan Swatman, Chair**

**B. ROLL CALL:** Deputy Mayor Dan Swatman, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler

p.3 **C. APPROVAL OF MINUTES: March 12, 2024**

**D. DEPARTMENT REPORTS/PRESENTATIONS:**

p.5 1. Personnel Update

**E. DISCUSSION/ACTION ITEMS:**

1. Recreation Program Continued

**F. OPEN COMMITTEE DISCUSSION:**

**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](mailto: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**

**March 12, 2024  
5:00 P.M.**



[www.ci.bonney-lake.wa.us](http://www.ci.bonney-lake.wa.us)

**DRAFT MINUTES**

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**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 Gwendolyn Fullerton, and Councilmember Kerri Hubler.

Staff members in attendance at the physical location were Administrative Services Director Chuck McEwen, Interim Public Services Director Jason Sullivan, Deputy City Attorney-Prosecutor Dena Burke, Leslie Harris, Recreation & Special Events Manager David Wells, Recreation Coordinator Alexis Latham, Code Enforcement Officer Brandy Lamberson and Debra Sires Administrative Assistant III.

Staff member in attendance virtually Chief Financial Officer Cheri Reiersen, and Legal Specialist II Carol Paul

Audio starts at:  
05:01:00

**C. APPROVAL OF MINUTES:**

**Minutes from the February 27, 2024, Finance Committee Meeting were approved.**

**D. DEPARTMENT REPORTS/PRESENTATIONS:**

Audio starts at:  
05:01:00

1. Personnel Update – Administrative Services Director Chuck McEwen  
Administrative Services Director McEwen presented Personnel Update.

**E. DISCUSSION/ACTION ITEMS:**

Audio starts at:  
05:02:00

1. **AB24-23 – Resolution 3201** – Interlocal Agreement with Pierce County for Opioid Abatement Settlement Funds – Deputy City Attorney-Prosecutor Dena Burke.

Deputy City Attorney-Prosecutor Burke presented Interlocal Agreement with Pierce County for Opioid Abatement Settlement Funds.

**The Committee agreed to forward to the Council for full discussion.**

Audio starts at:  
05:31:00

2. **AB24-24 – Resolution 3202** – Johnson & Johnson Opioid Settlement Agreement - Deputy City Attorney-Prosecutor Dena Burke.

Deputy City Attorney-Prosecutor Burke presented Johnson & Johnson Opioid Settlement Agreement.

**The Committee agreed to forward to the Council Consent Agenda.**

Audio starts at:  
05:34:00

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

Recreation & Special Events Manager Wells presented Recreation Program. Presented updated ILA with school district and partnership of programs. Discussion on costs and how to keep the recreation program profitable.

**The Committee agreed to forward to next Finance Committee.**

Audio starts at:  
05:55:00

F. **OPEN COMMITTEE DISCUSSION:**

Vouchers – Councilmember Hubler would like to talk more in depth about vouchers and what the city is spending money on.

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:  
05:56:00

H. **ADJOURNMENT**

**Deputy Mayor Carter adjourned the meeting at 5:56PM.**

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Debra Sires, Finance Committee Clerk

## Human Resources Staffing Update – For Finance Committee

*March 26, 2024*

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### 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*
- Mike Englert – Promoted to Crew Lead – Facilities – *03/01/2024*
- Brian Heg – Promoted to Maintenance Worker III – Sewer *03/01/20254*
- Fernando Jeronimo Tapia – Promoted to Meter Reader I – *04/012024*
- Debbie Sires – Promoted to Administrative Specialist III – *04/01/2024*
- Pamela Gruenberg – Judicial Specialist II – *04/16/2024*

### Conditional Letters

- None

### Receipt of Applications

- Police Officer - Entry, Exceptional Entry, Lateral - 2 Vacancies
- Youth Sports Official/Umpire
- Community Service Officer – *Interviews 04/05/2024*
- Maintenance Worker – Water I/II – *Closes 02/14/2024*
- Accounting Specialist I/II – *Interviews 02/22/2024*
- Custodian – Currently Internal only – *Closes 03/27/2024*
- Rule 9 Intern – *Continuously receiving applications*

### Vacancy But Not Yet Posted

- Maintenance Worker I/II – Sewer (2 vacancies)
- Recreation Supervisor
- Maintenance Worker 3 – Water Production
- Assistant City Engineer
- 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*
- 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**

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**New Hires: 3**

**Promotions/Transfers: 9**

**Separations: 5**

*Note: This list does not include Seasonal positions.*

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**2024 Part-Time/Seasonal Hires**

**New Hires:**