

Finance Committee Meeting

August 11, 2026
5:00 PM



<http://www.bonneylake.gov/>

AGENDA

Location: Bonney Lake Justice & Municipal Center, 9002 Main Street East, Ste 200, Bonney Lake, Washington.

The public is invited to attend Finance Committee Meetings. Options for attending are provided below.

In-Person: Bonney Lake Justice & Municipal Center at 9002 Main Street East in Bonney Lake

By phone: 323-792-6234 (Meeting ID: 598 245 924#)

By internet: Chrome- [TEAMS Meeting Link](#) (Meeting ID: 242 440 592 944 33)

All public online cameras and microphones will be disabled except during citizen comments. Only staff and presenters will be visible and unmuted during the entire meeting.

I. Call to Order

II. Finance Committee Roll Call

Deputy Mayor Dan Swatman, Councilmember Baldwin, and Councilmember Gwendolyn Fullerton.

III. Agenda Modifications

IV. Approval of Minutes

A. **Approval of Minutes:** July 14, 2026, Finance Committee Meeting Minutes.

V. Department Reports/Presentations

HR Staffing Update

A. HR Staffing Report

VI. Items for Discussion/Action

VII. Open Committee Discussion

VIII. Public Comments

Public comments can be made in-person, by phone or virtually during this portion of the meeting. Comments are limited to 5 minutes. All who comment will be asked to state their name for the meeting record.

IX. Adjournment

Anything submitted at the Meeting will be added to the end of the packet the next day.

The City of Bonney Lake does not discriminate on the basis of disability, race, color, or national origin in its programs, services, or activities. If you need language assistance, translation, or an auxiliary aid, service, or policy modification to fully

participate, please [email the City Clerk's Office](#) or call at 253-862-8062 (TTY 711) at least 5 business days before the event; later requests will be honored when feasible.

Finance Committee Meeting

July 14, 2026

5:00 PM

Minutes



<http://www.bonneylake.gov/>

I. Call to Order

Deputy Mayor Swatman, called the Finance Committee meeting to order at 5:02 p.m.

II. Finance Committee Roll Call

Elected officials attending were Deputy Mayor Dan Swatman, and Councilmember Gwendolyn Fullerton. Attending virtual was Councilmember Brittany Rock.

Staff members in attendance at the physical location were Mayor Terry Carter, City Administrator John Vodopich, Administrative Services Director Chuck McEwen, Public Services Director Jason Sullivan, Human Resources Manager Brian Sandler, and Administrative Specialist II Debbie McDonald.

Attending virtual was Assistant to the City Administrator Leslie Harris.

III. Agenda Modifications

- A. Added Human Resources Staffing Update
Deputy Mayor Swatman received a request to add the Human Resources Staffing Update. He placed it under item five on the agenda. Councilmember Fullerton so moved and Councilmember Rock seconded the motion.

Approved 3 – 0.

IV. Approval of Minutes

- A. **Approval of Minutes:** May 12, 2026, Finance Committee Meeting Minutes

Minutes from the May 12, 2026, Finance Committee Meeting were approved.

V. Department Reports/Presentations

- A. Human Resources Staffing Update

Human Resources Manager Sandler gave the staffing update.

The Committee discussed and shared their concerns, including:

- Tunes at Tapps volunteer.
- City Administrator position should be filled as soon as possible.
- Are we using a Head Hunter?

VI. Items for Discussion/Action

A. Upcoming Budget Update (No Advanced Material)

Administrative Services Director McEwen gave an update on where the City budget is currently at this time.

The Committee discussed and shared their concerns, including:

- Thoughts on the ending fund balance.
- Supportive of the Mayor.
- Public Safety Sales Tax has to be approved by October 2, 2026.
- Would like this item added to future Workshops for discussion.

B. Council Policies And Procedures Updates (No Advanced Material)

Deputy Mayor Swatman who gave an overview of updating some policies and procedures.

The Committee discussed and shared their concerns, including:

- Keep Public Comments to five minutes.
- Freedom of speech to speak on whatever they want.
- Start an Ethics Committee.

VII. Open Committee Discussion

None.

VIII. Public Comments

None.

IX. Adjournment

At 5:45 p.m. the Finance Committee Meeting was adjourned by Deputy Mayor Swatman with the common consent of the Committee.

Debbie McDonald, Administrative
Specialist II

Dan Swatman, Deputy Mayor

Items presented at the July 14, 2026, Finance Committee Meeting for the record:

1. Human Resources Staffing Update – Human Resources Manager Brian Sandler.

Note: Unless otherwise indicated, all documents submitted at meetings are added to the back of the packet the next day. 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.

City of Bonney Lake, Washington
Finance Committee Agenda Bill (AB)

Agenda Bill Number:

Agenda Item Type: None

Presenter: Brian Sandler, Human Resources Manager

City Strategic Goal Category: None

Department/Division Submitting: ASD Staff

Impacted Departments That Received Notification: None

Full Title/Motion: HR Staffing Report

Short Background Summary:

HR Staff Report

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

Human Resources Staffing Update – For Finance Committee

August 11, 2026

Hire Letters

- None

Conditional Letters

- None

Receipt of Applications

- Police Officer – Ongoing Recruitment
- Youth Sports Official/Umpire – continuous recruitment
- Chief Financial Officer – Interviews 08/27/2026

Recent/Upcoming Separations

- None

Out of Class Assignments:

- Michelle Vazques, Senior Services Manager

Completed Staffing Changes - 2026

New Hires: 8

Promotions/Transfers: 2

Separations: 10

Completed Seasonal/Staffing Changes – 2026

New Hires/ReHires: 29

Hire Letters

- Abigail Sachwitz – Youth Sports Official – 7/16/2026
- Preston Rice-Lutz - Youth Sports Official – 7/16/2026

Separations: 4

- Shannon Sullivan – 07/27/2026