Call to Order: Mayor Neil Johnson

Roll Call:
Mayor Neil Johnson, Deputy Mayor Dan Swatman, Councilmember David Bowen;
Councilmember Phil DeLeo, Councilmember Mark Hamilton, Councilmember Dave King,
Councilmember Cheryle Noble and Councilmember James Rackley.

Expected Staff Members: Administrative Services Coordinator Don Morrison, Director of Planning and
Community Development Bob Leedy, Public Works Director Daniel Grigsby, Interim Police Chief Buster
McGehee, Judge James Helbling, City Attorney Jim Dionne and City Clerk Harwood Edvalson.

Agenda Items

1. Update: Sewer Comprehensive Plan. (45 Mins.)
2. Update: WIFI Project. (30 Mins.)
3. Action: AB06-17 – Motion Of The Bonney Lake City Council To Set A Public
   Hearing During The City Council Meeting Of February 14, 2006 At 7:00 P.M. Or As
   Soon Thereafter As Possible To Receive Input On A Proposed Increase In Park
   Impact Fees. (5 Mins.)
3. Director’s Reports. (15 Mins.)
4. Council Open Discussion. (20 Mins.)
5. Review of Meeting Minutes from January 17th Council Workshop, Jan. 19th Town
   Hall Mtg., Jan 23rd Town Hall Mtg. and January 24th Council Mtg. (5 Mins.)
6. Update: SR410 – Old Summer Buckley Highway/SR410 Intersection Project. (20 Mins.)
7. Discussion: AB06-19 – Executive Reorganization. (30 Mins.)
8. Discussion: Buxton Contract for Economic Development Analysis. (20 Mins.)
10. Executive Session: RCW 42.30.110(2) - “Before convening in executive session,
     the presiding officer of (the) governing body shall publicly announce the purpose for
     excluding the public from the meeting place, and the time when the executive session
     will be concluded.”
11. Adjournment.

* - Times are estimates only and not intended to limit discussion.
ITEM: Update: Sewer Comprehensive Plan.

Notebooks entitled, "City of Bonney Lake Comprehensive Sewer System Plan. Preliminary Client Review – February 2006" were provided to the Council.

A copy for public review is available in the City Clerk's Office.
EXECUTIVE SUMMARY

The 2005 City of Bonney Lake Comprehensive Sewer System Plan outlines improvement strategies and programs to respond to the dynamic requirements of wastewater service in a rapidly growing area. Since the last complete sewer planning effort, there have been dramatic changes in the City’s service area (both geographically and population-wise), sewer infrastructure and policies. This document provides the foundational analysis and planning direction consistent with Washington Department of Ecology and Growth Management Act requirements and can be used by the City to adequately operate and maintain its sanitary sewer system.

SERVICE AREA CHANGES

Bonney Lake’s sanitary sewer service area has changed dramatically. Since the completion of the last plan in 1995, nearly 1,300 acres have annexed to the City. In addition, the City acquired all of Pierce County’s sanitary service area in the Lake Tapps vicinity, dramatically expanding its service area both north and south of the City (see Chapter 2 for more details).

Meanwhile, growth in and around Bonney Lake has proceeded at a nearly frenetic pace, leading to an increase of more than 60 percent in the number of connections to the City’s system (see Table 2-3 and Chart 2-1) from 1995 to today. Puget Sound Regional Council’s (PSRC) forecasts of population and employment used in the development of this plan indicate that the rapid growth of recent years will slow down. Nevertheless, connections to the system are still forecasted to more than double over the next 25 years to more than 8,900 residential equivalents (see Table 5-11).

INFRASTRUCTURE CHANGES

To accommodate the increase in customers served by the system, the City has made multiple and significant improvements to its sewer system. The most dramatic improvement and upgrade is the expansion of the Wastewater Treatment Plant (WWTP) at Sumner. Improvements now under construction at the WWTP, which is jointly owned by the Cities of Bonney Lake and Sumner, include increasing capacity to about 3.4 million gallons per day (MGD). Bonney Lake’s share of the expanded plant is 55 percent of capacity, or about 2.5 MGD (see Chapter 2). This capacity, along with the option to purchase additional capacity, provides for both Bonney Lake’s existing and planned new customers over the next 20-year period.

While the improvements to the WWTP are visible and critical, other improvements to the Bonney Lake system, in the form of new lift stations, force mains and collection mains, have been added continuously since the last plan preparation in 1995 (see Tables 2-6 and 2-7).
Executive Summary

additional staff to the Sewer Utility to properly address the day-to-day operational needs of a system that relies heavily on mechanical components (see Chapter 7). In addition, the Plan recommends adding back-up power and making other improvements to the existing system to improve reliability (see Chapter 4).

Second, also related to reliability, the Plan recognizes the nearly total dependence of the system on the continuous and nearly flawless operation of Lift Station 17. Unless alternatives are developed, dependency on Lift Station 17 will increase with concomitant increases in risk associated with any failure of the station. Accordingly, the Plan recommends both short and long-term steps to improve the system’s safety and reliability as it relates to Lift Station 17. In the near term, improvements in and around Lift Station 17 are recommended to better prepare for possible failure or shut-down. Long term, the plan recommends further detailed analysis of the construction of decentralized wastewater treatment plants in both the South and North Service Areas (see Chapter 5) and alternative ways in conveying flows to the WWTP in Sumner. Decentralized WWTPs would allow the City to divert flows that would otherwise need to go through Lift Station 17 to the new WWTPs. The Plan also recommends evaluating the option of constructing a secondary interceptor to the Sumner WWTP along Angeline and Rhodes Lake Roads (see Chapter 5).

Promote Stewardship of Water Resources

Bonney Lake’s responsibility for water resource stewardship extends beyond safely and reliably managing wastewater collection and treatment. Bonney Lake also operates and protects a major potable water supply system that is largely dependent on local groundwater resources. Bonney Lake also borders a major water body (Lake Tapps) that, in reality, is a man-made storage reservoir created for hydro-power generation. As a general purpose local government, Bonney Lake also has obligations to protect and preserve surface water quality and hydrology. It is in this context that the City’s Sewer Plan includes provisions to wisely manage wastewater resources.

To that end, this Plan includes specific recommendations regarding wastewater reuse. These include investigation of artificial aquifer storage and recovery (ASR) that could, if feasible, retain water in a more natural hydrologic cycle on the Lake Tapps plateau, rather than piping it down the hill for treatment and direct discharge to surface water.

In concert with the concept of ASR, as well as in support of improved safety and reliability, the Plan recommends the option of constructing at least two membrane bio-reactor wastewater treatment plants that could produce high quality water (Class A effluent), which would be suitable for reuse. Reuse options include relatively straight-forward applications, such as irrigation, as well as more technically challenging options, such as ASR or surface water augmentation.

Support Planned Growth and Development

Bonney Lake’s sewer service area includes all of the City and its designated Urban Growth Area, as well as two large areas of unincorporated Pierce County. Both the City and Pierce County
ITEM: Update: WiFi Project.

*Memo and press releases attached. Information Technology Coordinator McEwen will be available to answer Council questions at the meeting.*
Memo

Date: January 19, 2006
To: Mayor Johnson and City Council
From: Chuck D. McEwen, Information Technology Coordinator
CC: Don Morrison, Administrative Services Coordinator
Re: WIFI UPDATE

Thank you for your support on the WiFi issues. Due to a scheduling conflict, I was not able to attend the last council workshop. However, I will be at the February 7th workshop and ready to explain the projects in detail. I say projects because there are actually 2 smaller wireless projects that seem to be lumped into the proof of concept. There seems to be rumors of Vivato going bankrupt which are not true. Vivato one of the equipment manufactures we were using in this project has closed its doors. It was a venture capital funded company and the venture capital group decided to sell the intellectual property rights to the technology instead of selling the equipment. (Please see attached official press release.)

At this time, there is a new company forming from a group of Vivato engineers who plan to provide support for the Vivato equipment. I hope to have more information available on this new company by the workshop on the 7th. Many Cities, Counties, and districts around the country have installed Vivato equipment and I have attached a Seattle PI article regarding their thoughts on the Vivato closure.

Proof of Concept. Most of the equipment I am suggesting we keep is not Vivato equipment. The Backhaul devices are made by a company by the name of Orthogon (http://www.orthogonsystems.com), this company is still in business and entirely separate from Vivato. The backhaul equipment provides network access via a bounce from the police department to the Ponderosa Tank to Allan Yorke Park. This network access will allow for the security cameras project as requested last year by council, as well as the boat launch control system project. I am suggesting the city keep two Vivato Access Points for the Allan Yorke Park which are also needed for the security cameras and launch control. One Access Point, AP will be installed. The other will be a hot spare in case anything happens. One of these AP's can cover the entire park and I have successfully tested this. There is an AP installed at City Hall, with an antenna outside the building and one inside. The inside provides coverage to the entire building; the outside antenna provides coverage to the two shop buildings and will allow for access in the far sewer building. There is no network cabling to the sewer building and to run cable would require trenching a new run around the perimeter of the PW yard-- an expensive undertaking for two computers. However, the wireless will allow these two computers to connect.
to the city network, receive email, etc. The police are able to also drive up and connect to this wireless link and print reports back in the patrol room. This is especially helpful at night. The rest of the Vivato equipment I propose to return unless we can get a support contract in place. All equipment when tested for coverage and throughput was very successful. Most other entities are waiting to see who buys the Vivato intellectual property.

Second Wireless project. This was a small project (which was briefed at a finance committee) and actually has been installed and is transparent to the end user except for increased network throughput. Two Vivato APs were installed, one in the Annex, one in the Police Department and directional antennas were pointed at each other from both buildings. A 44mpbs WDS encrypted link was established between the two buildings and acts as a network bridge. Eighty percent of computers at the Annex actually communicate to City Hall and the internet via this wireless link. They are able to take advantage of the faster Police – City Hall T-1 connection. Those that do not communicate over the wireless link still send their traffic via the partial T-1 between the Annex and City Hall. (The City Hall – Annex T-1 is split half data half voice). This project has been successfully completed for several months and has been paid for. This project cost $7,153.63. The alternative to this project would have been a secondary T-1 between City Hall and the Annex which would cost $3600 / per with an additional $2000 in equipment upgrades. This T-1 would only increase the total annex connection bandwidth to 1.5mbps due to the fact that you can not mix a partial T-1 with a full T-1. Police are able to connect to this WiFi link anywhere between the Annex and Police Department in their vehicles, they are able to print their reports from their cars and therefore do not need to go into the building. The police have spoken to really enjoy this feature. These two AP’s also allow WiFi access throughout the entire Annex and Police Department buildings. All Police laptops are configured to use the WiFi and they prefer it over the hard network cable.

A third project. This is currently underway. This project uses Orthogon backhaul equipment to link the City Hall to the Police Department. This will reduce our reliance on Qwest T-1 communications. The Qwest point to point T-1 between City Hall and the PD runs about $4000 per year and provides a bandwidth of 1.5mbps. This project will cost approximately $18,000. However, this is a non-recurring equipment cost and the bandwidth will be near 22mbps upgradeable to 44mbps as a firmware upgrade (no additional parts needed). A small self-supporting tower will be installed behind the chambers rear door for the backhaul antenna. A 44mbps Qwest line would run $4000 per month or $48,000 per year (not to mention equipment upgrades at both ends) and we would still be reliant on Qwest. All Qwest communication link for the City actually run down to a Switching station in Sumner before coming back up the hill. Which is problematic in the event of a natural disaster, or man made one (which would have occurred if the fiber optic line had been severed near the sewer pipe that needs to be replaced).

In all, the City has spent a fair amount of money on these projects— almost $25,000 on the two smaller projects. But the improved communications, self-reliance and long-term savings are important advantages for the City.
VIVATO ANNOUNCES WIND DOWN PLANS

SPOKANE, Wash., December 16, 2005 – Vivato, Inc. announced today that it has made the decision to cease to operate as a going concern, and to wind down its operations. This difficult decision was deemed by Vivato to be in the best interest of creditors, shareholders and customers, based upon the Company’s projection of its future results.

Vivato is currently in the process of offering its customers and prospective customers an opportunity to place purchase orders for its products on an end-of-life basis. Those interested in learning more about this opportunity should send an email to orders@vivato.net or phone us at 509 343-6001 for more information. Going forward, Vivato will be unable to provide support and maintenance for its products. There may be third parties who choose to offer this support. Please note that access to our customer support site, www.vivato.com/support, is currently active, but may not be active beyond January 31, 2006.

Vivato is also in the process of preparing an information package on its Intellectual Property (IP), including its patent portfolio covering Wi-Fi and WiMAX technologies in areas such as beam forming, wireless packet systems, antenna design, interference mitigation, MAC and PHY layer algorithms and channel selection. Those interested in learning more about the Company’s IP should send an email to ip@vivato.net or phone us at 509 343-6001.

In parallel with the above, Vivato is in the process of making plans to sell its other assets. More information will be available on this in January 2006. Those with a possible interest should send an email to information@vivato.net or phone us at 509 343-6001.

Additionally, Vivato will be sending out notifications to all its creditors in January 2006, explaining how the Company plans to deal with its obligations to creditors.

Vivato was founded in December 2000. We would like to take this opportunity to thank our employees, our customers, our VARs and other partners, our suppliers and our investors for their dedication and support over the past five years.
Vivato shuts its doors, leaving Kent and Spokane Wi-Fi networks up in the air

Spokane firm 'unwired' cities that are now without the equipment or expertise

Tuesday, December 20, 2005

By JOHN COOK
SEATTLE POST-INTELLIGENCER REPORTER

After five years and more than $65 million in venture capital, Wi-Fi equipment maker Vivato is shutting down.

The demise of the Spokane company could leave about a dozen municipalities -- among them Grand Rapids, Mich., Frankfort, Ky., and Sarasota, Fla. -- without the equipment or technical expertise needed to maintain their wireless networks.

A message on Vivato's Web site said it would be unable to provide support for its products as it winds down operations.

"Ouch," said Paul Dunn, technical services manager with the city of Kent. "I am surprised."

Just last month, Vivato and Kent announced a new Wi-Fi network that covers most of the downtown area. The network, which is free to users for up to two hours per day, will continue to function. But Dunn expressed concerns about maintenance if something were to break.

"My initial reaction is, how will I support the existing hardware if I need maintenance?" Dunn said, adding that fewer than a dozen people currently use the network each day. He said the city was also looking at Vivato as a potential partner for a public safety network, but those plans must now be re-evaluated. Kent has spent about $25,000 on the wireless network, he said.

Dunn wasn't the only person taken aback by the abrupt closure, which was first reported by the online news site Unstrung.

Joel Hobson, network services manager for the city of Spokane, said he, too, was caught off guard by the decision.

Spokane is one of Vivato's oldest customers, having set up a wireless network in March 2004 that was billed at the time as "the largest municipal wireless network in the U.S."

Hobson doesn't anticipate any problems with the network as a result of Vivato's closure. He said it will continue operating "business as usual."

"While it is a setback, we don't view it as a failure," Hobson said.

Marty Callahan, a technical specialist with the village of Los Lunas, N.M., wasn't quite sure what to make of the news.
"We are going to have to find out what kind of support they are going to offer," said Callahan, who was unaware of the closure. The town of 12,000 people in central New Mexico rolled out the wireless network last year over a 10-square-mile area.

In addition to municipalities, Vivato's wireless equipment has been installed at universities, warehouses and convention centers. Pennsylvania State University at Harrisburg, Southern Illinois University in Carbondale and the Coeur d'Alene Tribe in northern Idaho have used Vivato's equipment to set up large-scale Wi-Fi networks. The Dave Matthews Band even used the equipment to provide mobile Internet access while on tour.

The largest Vivato deployment is in southeastern Washington, with a network that covers some 1,500 square miles near Walla Walla. Operated by the Columbia Rural Electric Association, the network is powered by seven Vivato base stations and 15 access points.

Jim Sueuga, marketing manager at the Columbia REA, doesn't anticipate any problems as a result of Vivato's closure. That's because the member-owned utility recently hired an engineer from Vivato to help maintain the network. It also has backup equipment in stock, Sueuga said.

"We didn't realize they were going to shut their doors," Sueuga said. "But in terms of our system, we have been pragmatic." He said Vivato's equipment works well, providing reliable Internet connections over long distances.

Chuck Williams, an engineer with Lexington Wi-Fi, a private company that uses Vivato's equipment to provide wireless coverage to about 20 square miles in Fayette County, Ky., said the technology is top notch.

"The only thing I can say is that the product still works fantastic, I still believe in the product, and it is a very sound technology," said Williams, a reseller of Vivato's system. Williams said he knew of no other technology that provided wide area coverage across several square miles at the price Vivato offered.

"They filled a niche that nobody else is filling right now," he said.

Still, Vivato's collapse could put a strain on Williams' business because he was counting on the company's products to win additional wireless contracts in Kentucky and Florida. There's also the issue of maintenance.

"This space is ever changing, and there is going to be something out there two months from now that hopefully will replace it," he said. "If not and if something breaks, than I will worry about it then."

Ben Di Lello, a senior vice president at Vivato, provided little insight into the situation.

"We have issued a statement on our Web site which articulates the company position and is the extent of the company's comments," Di Lello said in an e-mail.

The Web site message did not provide specifics as to why the company was shutting down or how many people will lose their jobs. Last year, the company employed about 60 people in Spokane.

"This difficult decision was deemed by Vivato to be in the best interest of creditors, shareholders and customers, based upon the company's projection of its future results," the message said. It went on to say that the company would attempt to sell its intellectual property and other assets. It also plans to notify
creditors next month about how it plans to deal with the liquidation.


P-I reporter John Cook can be reached at 206-448-8075 or johnecook@seattlepi.com.

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City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form

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**BUDGET INFORMATION**

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**Explanation:**

**Agenda Subject:** Motion Of The Bonney Lake City Council To Set A Public Hearing During The City Council Meeting Of February 14, 2006 At 7:00 P.M. Or As Soon Thereafter As Possible To Receive Input On A Proposed Increase In Park Impact Fees.

**Administrative Recommendation:** Recommend approval

**Background Summary:** A public hearing is required before considering any revisions to increase impact fees or charges.

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**Council Action:**

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Call to Order:
Mayor Neil Johnson called the January 17th Council Workshop to order at 5:34 p.m.

Roll Call:
Also in attendance were Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Phil DeLeo, Councilmember Mark Hamilton, Councilmember Dave King, Councilmember Cheryle Noble, and Councilmember Jim Rackley.

Staff members attending were Administrative Services Coordinator (ASC) Don Morrison, Public Works Director Dan Grigsby, Planning and Community Development Director Bob Leedy, Interim Police Chief Buster McGehee, Senior Human Resources Analyst Jennifer Young, City Attorney Jim Dionne and City Clerk Harwood Edvalson.

Announcements:
Mayor Johnson advised the Council that Agenda Item #7 regarding the Downtown Plan Review Committee is not intended to be an action item this evening. He also noted that Rebecca Giles from the Bonney Lake-Summer Recreation Department is not yet present, and announced that the Council would begin the meeting with the WIFI discussion.

Agenda Items:

1. Presentation: WIFI Update.

Administrative Services Coordinator Morrison informed the Council that the WIFI company, Vivato, had lost its venture capital financing and would no longer be providing sales or service for its products. He added that the ‘proof of concept’ phase had also been difficult and incomplete, causing interference with police radio equipment. ASC Morrison reported that Information Technology Coordinator McEwen has recommended retaining some equipment to service the Allan Yorke Park area.

In general, the City Council expressed concern that they had not been kept better informed of developments. They requested additional information on expenditures and contractual obligations. Mayor Johnson said the staff would prepare more detailed information for presentation to the Council at the next workshop.

2. Presentation: Rebecca Giles – Sumner/Bonney Lake Recreation Department.

Rebecca Giles distributed a report to the City Council, and summarized the history, including funding and staffing, of the combined recreation department. She said the program is self-
supporting with 4 full-time programmers and one full-time secretary. She said the department operates an average of 55 programs per quarter, and that all programs are housed at Sumner School District facilities. Ms. Giles responded to Council questions about fees and charges and the future of the swimming pool. She said that the costs for the programs are competitive, and noted that residents outside of Bonney Lake and Sumner city limits must pay an additional five dollars per program. She said there was a commitment on the part of the School District to operate the pool until one of the major systems fails. She said it has been determined that extensive repairs and renovation are too costly to anticipate long-term continued use of the pool. She said there appears to be popular support for the pool, but little hope in funding the $6,000,000 price tag to replace it. The Council thanked Ms. Giles for her report and the work of the department.

3. Director’s Reports.

Mayor Johnson thanked the Council for agreeing to the addition of this new part of the workshop agenda.

Administrative Services. ASC Morrison informed the City Council that a schedule for publication of the Bonney Lake Reporter/Council Corner is being developed. He invited immediate input for inclusion in the February utility bills. Councilmember Noble asked for clarification regarding whether the boards and commissions would be able to submit articles to the newsletter. Mayor Johnson said any of the boards and commissions would be welcome.

ASC Morrison reminded the Council that the weekend of February 18th is planned for a retreat. He also mentioned scheduled meetings at the Cities Legislative Action Conference scheduled for January 25th-26th in Olympia. In addition to meetings with state legislators, Councilmember Hamilton asked if an appointment could be arranged with Secretary of Transportation, Doug McDonald. Mayor Johnson said staff will work on arrangements.

ASC Morrison reported on the current budget process. He said the Mayor is working on a reorganization of administration for the City and hopes to have it for discussion at the next workshop. Mayor Johnson said he hopes to have materials to the Council well in advance of the workshop.

Police. Interim Chief McGeege said the business phone issue is being worked on and that Sumner has agreed in principal to answer the Bonney Lake business calls. He said he is waiting for a call from QWEST regarding the upgrade of the department phone system.

Chief McGeege said lateral officer oral boards were conducted last week. He reported that School Resource Officer Kearney attended the Bonney Lake Youth Forum.

Chief McGeege said that he is working with IT Coordinator McEwen on an internet based system for filing minor police reports. He concluded by reporting that the Annual Report will be completed by February 1st.

Councilmember Rackley asked if there will be a citizen’s academy this year. Chief McGeege said the department is working on a date and curriculum.

Planning and Community Development. Director Leedy confirmed that the Home Depot Store will not open tomorrow or the next day. Mayor Johnson said store representatives are projecting a soft opening for February 22nd and a general opening for February 23rd.
Public Works. Director Grigsby reported that a lower price for manufacture and installation of the signage at Ascent Gateway has been received, but must still be advertised. He reported that necessary use agreements have been obtained on critical South Prairie Road properties to allow the widening and improvement project to move forward. He said the project will be advertised in February with the hope that construction will be completed before the start of the 2006-2007 school year.

Director Grigsby also reported that the street sweeper has completed one complete pass along SR410 and will be run every chance the weather permits. He praised his crew for their work on the recent sewer line breaks, and said the incidents highlight the need for a more aggressive sanitary sewer maintenance program. He concluded by mentioning the 2006 department goals and objectives that he emailed to the Council.

Deputy Mayor Swatman asked about the delays on the South Prairie Road project. Director Grigsby said the project was delayed about 18 months by reluctant property owners and the due process required of the city to condemn some of the properties and obtain possession and use agreements. Deputy Mayor Swatman asked if the City was required to report the sewer line breaks. Director Grigsby said because there were no spills, the City was not required to report them, but had done so anyway to the Department of Ecology and the Department of Health. Councilmember Rackley said it was refreshing to read in the papers where the City had handled these problems judiciously and professionally.

Councilmember DeLeo asked if the public would be able to request street sweeping at locations not on the City’s regular schedule. Director Grigsby replied that the website schedule will include an invitation to call the department with specific requests. He added that the City does not generally do streets without a curb, but will consider specific requests.

Councilmember King asked about the City’s efforts to re-ditch along some streets. Director Grigsby said that the department has proposed some projects, but needs to acquire specialized equipment through the budget process to pursue them. Councilmember King added that he is concerned for the health of Bonney Lake and Lake Debra Jane. He suggested that projects benefiting these lakes and their water courses should be a high priority.

Councilmember Bowen asked if the City owned the video equipment needed to examine its sewer lines. Director Grigsby said the City has push equipment that can do about 100 ft. of line. He said more extensive monitoring must currently be hired-out. He said the department was doing a cost-benefit analysis on the purchase of equipment. Councilmember Bowen expressed concern that there may be other potential breaks undiscovered in the system. Director Grigsby said his department is concerned, too, and will be working on a more extensive maintenance and survey program.

City Clerk’s Office. City Clerk Edvalson said his office is currently conducting an inventory of records in the archive trailer. He added that he is reviewing the State Attorney General’s recommended policies for public disclosure to determine where improvements to the City’s policies can be made. He said his office is also assisting the Mayor’s Office with details for the Town Hall Meetings, Council retreat and Council pictures.

Councilmember DeLeo asked if the Council will see the department budget requests before they are compiled into the city budget. Mayor Johnson said the budget will include an appendix with all the
department budget requests. Councilmember DeLeo also asked if street patches on Inlet Island will be smoothed. Director Grigsby said he will review the situation.


Meeting. Councilmember Rackley asked about the scheduling of a meeting at _______. Mayor Johnson said the meeting is scheduled for February 2nd at 9:30 a.m. and will include himself and Councilmembers Hamilton, Noble and Rackley.

City Hall Property and Trail Head. Deputy Mayor Swatman said that in the Council’s deliberations over what will be done with the city hall site adjacent to Target, consideration of the establishment of a trail head for the Fennel Creek Trail should be included. He encouraged the establishment of an easement for the trail regardless of the future disposition of the property.

Ward 3 Walking-Tour. Responding to Councilmember DeLeo’s question, Director Grigsby reported that he and City Attorney Dionne walked the neighborhood below Bonney Lake Elementary School containing the outfall of Lake Bonney to see the water flow during the recent rains. He said there was no noticeable water coming from the Larios property. He said that one home had some ponding in the back yard due to a swale or depression on the property. He added that the pipes seem to be handling the overall flow. He surmised, however, that during a heavy downfall the pipes may back up. Councilmember Rackley said the Community Development Committee will discuss the topic at their meeting on January 13th. Asked to comment by Mayor Johnson, Director Leedy said the stormwater drainage that needs to be studied appears to be the portion downstream of Locust Drive to Fennel Creek. Director Grigsby said there is a budget request for funds to do a stormwater drainage basin study in that area and for the Lake Debra Jane outfall. Councilmember Hamilton asked if the money proposed in the budget was adequate for the drainage studies. Director Grigsby responded that he believes it is.

At 6:54 p.m., Deputy Mayor Swatman moved to recess for 10 minutes. Councilmember Noble seconded the motion.

Motion approved 7 – 0.

Mayor Johnson reconvened the meeting at 7:09 p.m. and resumed the Council Open Discussion.

Issues to Convey to Legislators. Councilmember King suggested the Council come to some consensus on the issues that the Mayor and Councilmembers attending the Association of Washington Cities Legislative Action Conference should discuss with state legislators. He urged the Council to read the Legislative Bulletins prepared by the AWC. Issues such as the possible pre-emption of City zoning and planning authority, national sales tax and local sales tax streamlining were briefly mentioned. City Attorney Dionne reminded the Council that they cannot use City facilities to favor or oppose legislative ballots. He described the public process the Council might use to adopt a resolution on a specific issue, and offered to draft a non-binding resolution. There was general consensus that there was insufficient time to pursue resolutions taking official positions for this year’s legislative session.

Meeting with Dave Reichert. Mayor Johnson mentioned his upcoming meeting with U.S. Representative Dave Reichert, and invited input for his discussion.

Council Retreat. Mayor Johnson outlined a proposal for the Council retreat on February 17th – 18th. There was consensus not to have a detailed discussion of the budget, but to do more
planning. When asked how long the retreat should be, Councilmember King suggested that it be from Friday afternoon to Saturday evening. He said he thought the Council would use this retreat for planning, and have another retreat to flesh out the budget impacts and plans for implementation. Councilmember Noble said she feels this retreat needs a mix of both because the Council’s plans will impact the budget preparation. Mayor Johnson said he wanted to use the retreat to discuss a vision for the City, get consensus to move forward as a unified group, and then allow staff to take the budget and flesh it out. Councilmember DeLeo asked if a walking tour of Olympia might be arranged for Sunday morning. Councilmember Johnson said he will attempt to make contacts for those who want to do a walking tour.

2006-2011 Pierce County Transportation Improvement Program. Mayor Johnson asked if the Councilmembers are interested in reviewing the Pierce County TIP. He added that he had asked Administrative Services Coordinator Morrison to review the document and extract projects that impact Bonney Lake. There was general consensus to limit their study to what ASC Morrison prepares.

Trash from Spa City. Councilmember Rackley asked if there was administrative follow-up to the letter about trash from Spa City. Director Leedy said a citation is running at $1,900 per day. Mayor Johnson noted that the trash is actually cleaned up for now. Councilmember DeLeo asked about the mechanism for “turning off” a citation. Director Leedy said that staff will note the cleanup is complete, but will reinstitute the citation if a situation develops again.

5. Review of Minutes: January 3rd Council Workshop and January 10th Council Meeting.

Councilmember DeLeo asked that the reference to selling the cul-de-sac in the January 10th draft minutes be corrected to mention the sale of the City-owned lot to the neighbors. He also asked about Mr. Decker’s comments regarding water hook-ups. Director Grisby explained that the City has insufficient staff to do all the water-line hook-ups. He added that licensed contractors are doing the hook-ups with City inspections.

Councilmember DeLeo asked that a statement be inserted on page 5 of the January 10th draft minutes referencing his comments during the meeting that the Public Safety Committee had reviewed legislation several months ago from other cities severely limiting the location of housing for sex offenders. He said the Committee had decided to allow the state to first come to some resolution of the issue.


Director Grisby said the department’s staff was fully involved in the sewer breaks last week and were, therefore, unable to fully prepare for this discussion. He said that the staff has brainstormed about the milestones that will have to happen to bring this district to fruition. He added that Assistant City Engineer Budzynski will be coordinating the staff work on this issue.

Councilmember Bowen disclosed that he is a property owner in the area and asked if he can participate in discussions about this district. City Attorney Dionne said Councilmember Bowen can participate in the discussions, but probably should not vote if it comes to a vote in the future. Deputy Mayor Swatman said he hopes that the whole area will be improved, not just the north half or the south half. Councilmember Hamilton said the project should be designed along the lines proposed by developers in the area, but not so close that it can’t fit the plans of other developers as needed. Councilmember Rackley suggested that the City’s utility improvements be coordinated with other utilities in the area. Deputy Mayor Swatman warned the Council that a
successful improvement district would immediately open up the area for superficial development that will delay more substantial and desirable projects. He suggested that the area plan may need revision to avoid the proliferation of strip malls and espresso stands.


Mayor Johnson said this item is not an action item. Director Leedy explained that the Downtown Plan Review Committee flows from action last September adopting interim zoning for the Downtown. He said the information packet included with the agenda gives a feel for what has evolved for a downtown group. Councilmember Noble observed that the current committee list includes many business representatives and few representatives of the residents in the Downtown. Deputy Mayor SWATMAN said that the Council’s determination on what to do about a civic campus will have a direct bearing on the direction for development of the Downtown. There was general consensus to delay discussion of this item until the Council could discuss the disposition of a civic campus at their upcoming retreat. Councilmember King questioned the appropriateness and potential conflict of having a Councilmember on the Downtown Review Committee. City Attorney Dionne said there is no appearance of fairness issue involved at this point, because of the committee’s ad-hoc nature, and because there is no action contemplated while the committee is constituted. Deputy Mayor SWATMAN likened it to his role on the trail’s committee. He said he tried to help provide guidance if the committee strayed too far one way or the other. Mayor Johnson observed that he was unaware there was a downtown group holding meetings until recently.

8. Discussion: AB06-10 – Civil Service Commission.

Administrative Services Coordinator Morrison said that Councilmember Rackley was contacted by Civil Service Commission Chairman Dalton about increasing the size of the Commission. He said the survey included in the Council meeting packet assembled by Chief McGhee indicates that the majority of cities have 3 commission members. He added that there are cities with five or some other number. He said the Chairman’s concern was with the potential for violation of the Open Meeting Act when two of the three commissioner’s carpooled to the meetings. He said the Chairman also expressed concern about gathering a quorum for meetings. Councilmembers discussed the pros and cons of this request.

Referencing his three years experience on the Civil Service Commission, Councilmember Hamilton said they struggled at times to have a quorum for meetings. He said that a strong Secretary can do much toward helping the Commission schedule meetings. He asked about the status of the Commission’s Secretary. ASC Morrison said the Commission has asked for a change, but has put this on hold. Councilmember DeLeo asked if it is common to pay Civil Service Commissioners. City Attorney Dionne responded that it is against state law to compensate commissioners. He added that they may be reimbursed for expenses. There was a majority consensus of the Council to pursue no further action on this request.

9. Executive Session: Under authority of RCW 42.30.110(1)(g)(i), Mayor Johnson announced the City Council will meet in executive session to discuss labor negotiations and property acquisition. He said the duration will be 45 minutes. The executive session started at 8:20 p.m. The session concluded at 8:49 p.m.
10. Adjournment

At 8:49 p.m., Councilmember DeLeo moved to adjourn the meeting. Councilmember Noble seconded the motion.

Motion approved 7 – 0.

Harwood T. Edvalson, CMC  
City Clerk

Mayor Neil Johnson, Jr.

Documents submitted for/at the Council Workshop of January 17, 2005:


[Clerk’s Note: The first approximately 90 minutes of the meeting were not recorded as the result of an inadvertent error.]
I. CALL TO ORDER – Mayor Neil Johnson called the meeting to order at 6:15 p.m.

II. INTRODUCTIONS - Mayor Johnson introduced the Councilmembers and City staff in attendance.

Councilmembers: Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Cheryle Noble and Councilmember Jim Rackley. Mayor Young noted that Councilmember Dave King is representing the City at a Pierce County Regional Meeting this evening.

Staff: Administrative Services Coordinator Don Morrison, Director of Planning and Community Development Bob Leedy, Public Works Director Dan Grigsby, Assistant Public Works Director Gary Leaf, Interim Police Chief "Buster" McGehee, Police Sergeant Ron Sasaki and City Clerk Harwood Edvalson.

Mayor Johnson invited Councilmembers to comment before starting the discussion. Councilmember Rackley told attendees that the Council is there to listen to the public input and understand what the public vision is for the City. Councilmember Noble added her welcome and said that what the public says does matter.

III. DISCUSSION TOPICS:

A. What are the three biggest concerns you have about Bonney Lake as it is today? The audience gave the following responses:

1. Improve financial accountability and transparency
2. Becoming South Hill
3. Transportation
4. Tree preservation
5. WSU Forest
6. More public involvement
7. Lack of Information
8. Downtown
9. Fennel Creek Corridor
10. Accommodating Cascadia
11. Return the 9-1-1 dispatch to Bonney Lake
12. Improving communication and rapport with customers
13. Person answering the phones doesn’t have the answers
14. Use City Newsletter for more information on upcoming events and meetings
15. Use Email to get information to people  
16. Have a central place to find out what’s happening  
17. Coordination with County to address nearby concerns with noise, trash, etc.

14:00  
B. What are the three biggest fears you have about the future of Bonney Lake?

1. Bonney Lake becomes a wide spot in the highway  
2. Uncontrolled growth  
3. Loss of green spaces & open spaces  
4. Congestion – impacts of noise and congestion on Fennel Creek Corridor  
5. Safety of travel in and out of neighborhoods  
6. Downtown becoming a slum  
7. Increased annexation  
8. Cascadia and Falling Water Impacts  
9. WSU Forest  
10. Water Quantity and Quality  
11. Overbuilding in an economic downturn  
12. Not enough dollars to accommodate services for all the growth  
13. Ensure quality schools grow with the population  
14. Not enough arterials off the plateau  
15. Minimize big box stores  
16. Not enough parking for Downtown  
17. Is there balance between commercial and residential? Need for balance.

22:57  
C. How would you like the following commercial areas of Bonney Lake to look in 20 years?  
* Downtown  
* Midtown  
* Eastown

1. Interconnect all areas with trails or sidewalks  
2. Bus system or shuttle between the three areas  
3. Street lights

25:43  
D. What type of businesses would be appropriate in the Downtown Core?

1. No tattoo, strip clubs and no casinos  
2. Want to see little cafes and coffee houses  
3. Become a destination location – use current location to build identity  
4. Get businesses to conform to current design standards

Mayor Johnson said the challenge will be to work with small businesses in a cooperative effort, providing assistance from the City through incentives. Asked to define the Downtown area, Director Leedy said the area is currently somewhat amorphous. Administrative Services Coordinator Morrison mentioned University Place as an example of a Downtown program of partnering with businesses to develop a themed façade program. Mayor Johnson said that Auburn is an example, too. He said it will take cooperation to maintain the quality of life. He added that parks and open space equal quality of life. Councilmember Noble said the process takes time. She used the development of Kent Station as an example of an effort to
define and develop a downtown area.

E. What types of business are important for Bonney Lake to attract in the next 5 years?

1. Don’t mix in too many types in one area. Use Kirkland as a model.
2. No tilt-ups in Midtown; maybe in Eastown.
3. Midtown needs more restaurants; a lot of interest in restaurants
4. Business centers or tourist areas seem to attract restaurants
5. Need for hotel – perhaps Midtown area
6. Need for senior housing and assisted living centers
7. Multi-family housing and multi-generational types of housing in Eastown
8. Extended learning centers perhaps in Eastown

Mayor Johnson pointed out that restaurants generally follow specific markets. He said the trade area takes in more than Bonney Lake.

F. How important and appropriate is it to you for Bonney Lake to develop a civic center campus in the Downtown area, keeping the public safety building, library, post office, city hall and community center all in close proximity?

1. Centralize them – maybe Downtown
2. If Downtown to grow, City must start it – Need new post office with parking
3. Put the civic campus downtown, city should help develop properties for sale
4. City Hall needs to be Downtown, not by Target
5. City Hall should be where it has a view of Mt. Rainier
6. Use some of the City’s property near Target for a trail head

Mayor Johnson gave a brief history behind the acquisition of the property near Target. He said the deciding factors for him were a good price and the potential to develop a joint civic and recreation/community center.

G. How important is it to you to have a trail and/or sidewalk system in the City that connects key points such as, schools, parks, shopping, etc.

1. Need for a connecting trail to Downtown
2. A trail/sidewalk system is very important
3. Sidewalks may solve some other transportation problems in the City
4. Further bus system development needed
5. Get more information out to the public
6. Make sidewalks and trails around schools/crosswalks a priority
7. Explore grants for these projects; use a grant writer
8. SR410 too dangerous for traditional sidewalks
9. Pedestrian overpass over SR410 from the park-and-ride
10. Need for underground parking in Downtown
11. Old residential area in Downtown should be zoned commercial
12. Possible expansion of current city hall site
H. What would you like to see done with the WSU Demonstration Forest Property?
   1. Leave it as is
   2. Some use might be appropriate if many of the trees are preserved.

I. Open Discussion with Councilmembers and Staff at Displays.

Mayor Johnson invited attendees to leave their email addresses and signup for further information.

IV. ADJOURNMENT

By common consent, the Council adjourned the meeting at approximately 8:00 p.m.

Harwood T. Edvalson, CMC
City Clerk

Mayor Neil Johnson, Jr.
I. CALL TO ORDER – Mayor Neil Johnson called the meeting to order at 6:10 p.m. in the Lakeridge Middle School Commons, 5909 Myers Rd. E., Bonney Lake.

II. INTRODUCTIONS - Mayor Johnson introduced the Councilmembers and City staff in attendance.

Councilmembers: Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Phil DeLeo, Councilmember Mark Hamilton, Councilmember Dave King, and Councilmember Cheryle Noble.

Staff: Administrative Services Coordinator Don Morrison, Director of Planning and Community Development Bob Leedy, Public Works Director Dan Grigsby, Assistant Public Works Director Gary Leaf, Interim Police Chief “Buster” McGhee, Police Lieutenant Tom Jenkins and City Clerk Harwood Edvalson.

III. DISCUSSION TOPICS:

A. What are the three biggest concerns you have about Bonney Lake as it is today? The audience gave the following responses:

1. Too much growth
2. Need more sidewalks
3. High utility rates
4. Need for better city planning and design for traffic, growth, etc.
5. Traffic
6. Insufficient infrastructure to sustain growth
7. Schools
8. Need a pedestrian friendly city
9. Too much duplication of services in the area
10. City leaders that work to get citizen trust
11. Too many drugs, mail theft and ID theft
12. Need for parks and recreation
13. Lack of citizen communication on the WSU Forest
14. City involvement in the Fennel Creek Corridor

Councilmember DeLeo spoke in favor of keeping the current land use designation for the WSU Forest. Councilmember Hamilton said the City is still looking at the property, but said it might be used for public facilities purposes. Councilmember Noble said the citizens want to know the decision process for the WSU Forest
property. Director Leedy said that an application for a change in land use and resultant Comprehensive Plan Amendment has been filed. He said a draft environmental impact statement is required. He said the statement will be published for public review and comment before a final EIS is issued. He said the process is a long one, and that the City Council will make the final decision.

Asked to explain the Growth Management Act, Director Leedy said the GMA was adopted by the legislature in 1990 as a reaction to a citizen’s initiative to put controls on growth. He said it is a two-edged sword for Bonney Lake. It provides tools for the City to control growth and make sure it is concurrent with the ability to serve that population, but it also establishes urban growth areas allowing the County to determine what areas outside the cities will be allowed to grow. He said it has allowed the County to establish special areas such as Cascadia. He concluded by saying that this act has created a fairly substantial bureaucracy at the state level that pretty much dictates what cities can and can’t do. Councilmember DeLeo said the WSU Forest is his most passionate issue. He gave a brief history of the property and summarized its historical uses and the more limited uses now allowed by WSU.

B. What would you like to see done with the WSU Forest property?

1. Keep it the same
2. Protect it like the Fennel Creek Corridor
3. Make it a huge park
4. Need balance; show some respect for Weyerhaeuser; adds to identity of area
5. Use for medical facility
6. Boys/Girls club uses to promote nature
7. Have developers help pay for preservation
8. Make the forest safe for all users; couches and junk behind the theaters
9. Publicize uses and availability of forest for public use

C. What are the three biggest fears for Bonney Lake?

1. Unregulated growth
2. Blatant disregard for speed limits; growth of crime in general
3. Police speeding on Myers Road
4. Stop giving a pass for commercial development; side with trees & air
5. Require maintenance of landscaping in commercial developments
6. Bonney Lake becoming one big square of pavement
7. Want to see smaller businesses for a pedestrian-friendly city center
8. The soul of Bonney Lake will be paved over
9. Need for limits on allowed square footages of commercial developments

Property owners outside the City limits, but adjacent to Home Depot expressed strong dissatisfaction with the approval process for this project. They noted that they had hoped for annexation to the City, but that the process had been derailed. Deputy Mayor Swatman suggested that he and other Councilmembers would speak with these residents about their specific issues after the meeting. He also said that limiting the size of commercial developments has its pros and cons. A suggestion
was made from the audience that boards could be posted at the library or elsewhere to allow straw votes on various issues.

D. What do you want to see in the Downtown, Midtown and Eastown?

1. A YMCA in Midtown or Eastown
2. Civic Campus for the Downtown
3. Preservation of views along SR410
4. Components should be those of which the public would be proud
5. Limit apartment complexes; pride in ownership — concern for crime
6. Motels and upgraded family restaurants
7. Don’t want high density in Eastown
8. High-end condos acceptable
9. Pedestrian oriented, multi-use Downtown; civic corridor
10. Create a Mainstreet USA; consult other cities
11. Use a strict architectural committee; give density breaks for senior housing
12. Need multi-generational housing
13. Pedestrian friendly – walkability for Downtown
14. Get people off of SR410 – reduce traffic; provide for better access

Councilmember DeLeo said he envisions the Downtown being more like downtown Puyallup. Councilmember King held up the NW Landing in Dupont as an example of a vision for Bonney Lake. He suggested condos and town homes that have different architectural details, but allow for private ownership. He said access and parking is in the back along alleys.

E. How important is it to you to have a trail/sidewalk system that connects all areas of the City?

1. Very important
2. Preference for extended asphalt with bike lane; easier for street sweeper
3. Need for sidewalks on Myers Rd.

Mayor Johnson said that the City has already been working on a trails and sidewalk plan. He said that the Non-motorized Transportation Plan will be up for review at a workshop in February.

Marilee Hill-Anderson spoke on behalf of the students participating in the recent Youth Forums. She said the most identified needs are for sidewalks, street lighting and street safety. She added that curbs are needed to help with pedestrian safety. She encouraged the Council to review the documents from the Youth Forum before their retreat.

Councilmember King pointed out that the Police Department has a street of the week for added traffic enforcement and that the City has a Traffic Calming Program. He said the City may need more police and more court staff to really impact the
speeding concerns

F. Open questions from the audience.

Will the Council vote on the WSU Forest be public? Mayor Johnson responded that it will be a public vote. He encouraged attendees to provide their email addresses to receive future meeting agendas.

Is there further work being done on the polo grounds at the Kelly Creek Farm? Director Leedy said that polo is only a temporary use of the property.

What happened to the proposed annexation of the Fennel Creek area? Director Leedy explained that the County and City had agreed that it made sense to have this area included in the City’s Urban Growth Area. He said the 1000 Friends of Washington filed with the Growth Management Hearings Board to block the action. He added that the County Council reversed themselves and removed the area from the City’s UGA. He said this impacted not only the Fennel Creek area, but other areas that would have served to square off the City’s boundaries, like the properties adjacent to the Home Depot.

What’s being done with the Old Fire Station along Locust Avenue? Councilmember King explained that the property was bought at auction from the previous owner who had done nothing with the property. He said the current owners have announced their intention to short-plat the property, which has been approved in concept by the Lake Debra Jane Homeowners Association. He said that everyone is now waiting for the property owners to move forward. He noted that the owners have secured the property which is an attractive nuisance. He added that the City continues to monitor the property’s condition as a public nuisance.

What is going on with the old cement structure along Old Sumner Buckley Highway across from the Public Safety Building? Councilmember King said the present owners of the property have submitted a preliminary plan to turn that building into what it was intended to be. He said they own several adjacent properties and appear willing to work with the City to conform to the Downtown plan, or implement it on the properties that they own.

Why doesn’t Bonney Lake get a Trader Joe’s or some of the other specialty stores? Deputy Mayor Swatman said the City will be trying to market itself. Mayor Johnson said that many of these types of stores follow specific markets. He said, however, that circumstances often require a City to market its demographics and market strengths in order to get the City on the radar screen. He said the Downtown economic analysis that is planned will help with this effort.

What is being done about the property at 7605 Myers Rd? There is a problem with junk and garbage that’s starting to smell. The residents have no refuse service and are accumulating garbage in the back yard. Mayor Johnson said he will have Code Enforcement look at it.
When will the traffic issues at SR410 and South Prairie Road be fixed? Director Grigsby said that construction of improvements there have been delayed over attempts to negotiate the acquisition of right-of-way. He said the needed access has now been acquired, and that construction should begin later this year. He said he hopes it will be complete before the start of school in the fall. He said the project will include sidewalks and street lighting.

Comment was made from the audience about the need for sidewalks and street lighting at the intersection of Angeline and Old Sumner Buckley Highway. Additional comment was made about the need for more entertainment-based business in Bonney Lake.

What's happening with the cleared and vacant area across from Target? Director Leedy said that there has been discussion of putting in apartments behind Target. He said there is no application yet for the cleared property closer to SR410.

What's happening with the Moriarty property? Assistant Public Works Director Leaf said the long term plan is to put a sports field in there. He said the short term plan is to investigate the use of the house as a museum. Additional public concern was expressed for pedestrian access across the road to Lake Tapps. Councilmember DeLeo said the City is investigating the possible expansion of the dike area out to the roadway to increase the useable area near the lake and control access across the road.

Councilmember Noble thanked the audience for their attendance and participation. Councilmember King said that Councilmembers would be around for a few minutes to speak with individuals. Mayor Johnson brought the meeting to a close.

IV. ADJOURNMENT

By common consent, the Council adjourned the meeting at approximately 8:00 p.m.

Harwood T. Edvalson, CMC. Mayor Neil Johnson, Jr.
City Clerk
CALL TO ORDER – Mayor Neil Johnson called the meeting to order at 7:01 p.m.

A. Flag Salute - Mayor Johnson led the audience in the Pledge of Allegiance.

B. Roll Call [A1.3]

City Clerk Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Councilmember David Bowen, Councilmember Phil DeLeo, Councilmember Dave King, Councilmember Cheryl Noble and Councilmember Jim Rackley. Councilmember Mark Hamilton was absent.

Staff members present were Administrative Services Coordinator Don Morrison, Planning and Community Development Director Bob Leedy, Public Works Director Daniel Grigsby, Interim Police Chief ‘Buster’ McGehee, Judge James Helbling, City Attorney Jim Dionne, Senior Human Resources Analyst Jennifer Young and City Clerk Harwood Edvalson.

Councilmember Noble moved to excuse Councilmember Hamilton who was absent from the meeting due to illness.

Motion approved 6 – 0.

C. Announcements, Appointments and Presentations [A3.6.9]

1. Announcements: None.
2. Appointments: None.
3. Presentations: None.

D. Agenda Modifications:

Deputy Mayor Swatman moved to remove Item VA. from the Council agenda. Councilmember Noble seconded the motion.

Asked for an explanation, Deputy Mayor Swatman said that the administration had decided during the Finance Committee that further review of the issue was needed.
II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE


B. Citizen Comments:

Kathleen Edmund, 10705 189th Ave. E., thanked the Mayor and Council for the Town Hall meetings. She said it is a great way to get citizens involved and encouraged more meetings in the future. She suggested a quarterly update of Council actions and issues in the Bonney Lake Courier-Herald. She also expressed concern for the design of the 192nd Ave. corridor with only one turn lane. She said the corridor needs lighted crosswalks, sidewalks, street lights, etc.

Dan Rattenbury, 18406 Old Summer-Buckley Hwy., speaking on behalf of a Chamber of Commerce Committee, proposed sign code changes with respect to the length of time for banners and the number of times per year, as well as, offsite signage. He asked Council for background behind the prohibition against offsite signage and for direction on how to proceed with recommended changes.

Councilmembers DeLeo, King and Rackley referred to the proliferation of sandwich board signs on SR410 as an example of undesirable impacts of offsite signs. Mr. Rattenbury said that inconsistent enforcement of the sign code is a problem. He said at times the code is fully enforced, while at other times there is no enforcement. There was general consensus of the Council to ask that the sign code changes proposed by Mr. Rattenbury be referred to the Planning Commission for initial consideration. Mayor Johnson asked Director Leedy to arrange the topic for the Planning Commission agenda.

Victoria Divis, 18941 109th St. Ct. E., spoke in opposition to the proposed connection of 189th Ave. E. to 192nd Ave. E. She pointed out that there are many dead end streets in Bonney Lake and questioned the need to connect this one. She emphasized the family and pedestrian oriented neighborhood that would be negatively impacted by the connection. She said the traffic signal contemplated in the 192nd Ave. corridor will divert traffic through her neighborhood. She suggested that money intended to fund the connection be used for sidewalks and lighted crosswalks to increase the safety for walking school-aged children.

Councilmember King asked Ms. Divis to clarify whether her neighborhood already has sidewalks. Ms. Divis responded that her request was that the money be used for sidewalks in the general area where they would best serve the pedestrians. Councilmember Rackley and Director Grigsby clarified that no signal is currently contemplated at the 104th and 192nd Ave. E. intersection. He said there will be a stop sign and turn lane, but no signal.
Ken Johnson, 10813 189th Ave. E., spoke against the additional connection for 189th Ave. E. He said drivers are like water that seeks the path of least resistance. He said the connection through the cul-de-sac would open a new path for traffic-frustrated drivers right through his neighborhood. He asked to see any study that showed the number of cars anticipated to use 189th Ave. E. He invited the Council to come out to his neighborhood and see the area. He encouraged the use of funds to light crosswalks, streets and school zones on 192nd.

Tom Kennedy, 10206 200th Ave. Ct. E., spoke as the President of the Brookwater Homeowners Association. He said the developers looking at a big box store on an adjacent property are exploring the use of a roundabout at the intersection of 200th Ave. Ct. E. and 100th Ct. E. He said his research has indicated that a roundabout that meets proper design criteria can be very effective. He urged the City to allow such uses. He presented the covers of reports he had obtained about roundabouts, including email addresses if the Council would like to read them online.

Deputy Mayor Swatman asked if the roundabouts can handle multiple lanes, and if the proposed developer is funding the study. Mr. Kennedy responded yes to both questions. Councilmember Rackley said he has observed well-functioning roundabouts in Gig Harbor and Europe.

C. **Correspondence:** None.

### III. COUNCIL COMMITTEE REPORTS:

[A3.6.4]

A. **Finance Committee**

Deputy Mayor Swatman said the Finance Committee met earlier in the evening and discussed the following:

1. Resolution 1517, which was pulled from the Council agenda;
2. Preliminary recommendations from Finance Department consultants; and
3. Introduction of an administrative reorganization proposed by Mayor Johnson.

Deputy Mayor Swatman explained that the consultants were pleased with the current Finance Department staff. He said they are proposing a restructuring of the City’s budget. Administrative Services Coordinator Morrison said the administrative reorganization will be discussed at the next Council workshop. He added that he intends to provide Council with materials a week before the workshop. Mayor Johnson explained that this is a first phase of reorganizations, and that Finance and Police proposals will be brought forward after full-time regular managers of those areas are determined and can provide input.

B. **Community Development Committee**

Councilmember Rackley said the Committee met on January 18th and forwarded four items to the Council agenda. He said the most controversial item may be the water
developer extension agreement for Lakeland Area 20. He said the committee urged approval of all the items.

C. Public Safety Committee
Councilmember DeLeo said the Public Safety Committee has not met since the last Council meeting.

D. Other Reports:
Councilmember Noble said she attended the grand opening of the Crystal Judson Domestic Violence Center on January 18th. She added that the Public Safety Committee could look forward to her bringing forward some domestic violence issues for the Committee to consider.

Deputy Mayor Swatman said the Water Resources Committee, including himself, Mayor Johnson and Councilmembers Rackley and DeLeo met for a two hour session with consultants and staff. Director Grigsby said he, City Engineer Woodcock, Assistant City Engineer Budzynski, Maintenance, Operations Manager Shannon and consultant Geoff Dillard were also in attendance. Deputy Mayor Swatman said that after further analysis, development of the large water storage tank seems appropriate. He asked Director Grigsby to comment on the current survey of the sewer interceptor.

Director Grigsby reported that the sewer lines from Meyers Road to the treatment plant are being video-surveyed. He said some problems have been identified, and more may be located before the survey is complete. Councilmember King thanked the Public Works Department for the presentation. He said a fresh look at the issues was important. He said he is glad the City adopted a rate plan for water and sewer fees that can deal with these unforeseen repair needs. He thanked the City staff and DDJ Construction for their rapid reaction to the repair emergency. Director Grigsby said the repairs at the emergency site have been completed and done so well that it is difficult to tell there was a repair made. Councilmember Rackley invited the Council to go to the Annex to see the sections of pipe and corrosion issues being identified.

Councilmember King reported on his attendance at the Pierce County Regional Committee meeting on January 19th. He informed the Councilmembers of the upcoming PCRC General Assembly meeting on February 16th at Bates Technical College South Campus. He outlined some of the topics of the meeting and encouraged all Councilmembers to attend. Councilmember King also called the Council’s attention to the Puget Sound Regional Council’s Vision 2020+20 brochure and suggested it was a reference worth retaining.

Mayor Johnson said that reports of the Town Hall meetings have been very positive. He thanked the Council and staff for their participation and support. He added that there will be similar meetings in the future.
IV. CONSENT AGENDA: [A3.6]

Councilmember DeLeo asked to have Items D, E, F and G removed from the Consent Agenda. He explained that he believes the Consent Agenda should not include agreements and contracts so that the public can hear and speak about these. He suggested the items be moved to the Community Development Committee portion of the meeting.

Deputy Mayor SWATMAN moved to approve the Consent Agenda as modified. Councilmember KING seconded the motion.

A. Approval of Corrected Minutes: January 3rd Council Workshop and January 10th Council Meeting.

B. Checks/Vouchers: 2005 Expenditures: Accounts payable checks/voucher #42744 thru #42828, and 42865 and Wire Transfer #1684639 in the amount of $632,411.97. 2006 Expenditures: Accounts payable checks/voucher #42829 thru #42864 in the amount of $267,055.80. [F4.9]

C. Payroll: Payroll for January 1st-15th, 2006 for checks 24526-24569, including Deposits and Electronic Transfers in the amount of $273,904.95. [F4.9]

D. AB06-05 Resolution 1520 – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing An Annexation And Utilities Agreement With Vanderhoek LLC For Tapps Meadows. [A3.11.12]

E. AB06-07 Resolution 1522 – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing An Agreement With RH2 Engineering For The Water Model Calibration Required By State Of Washington Department Of Health. [06.10.4]

F. AB06-08 Resolution 1523 – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing An Agreement With RH2 Engineering For The Design Of The South Prairie Water Main Replacement Project. [06.10.4]

G. AB06-12 – A Motion Of The City Council Of The City Of Bonney Lake, Setting A Public Hearing For The Home Depot Latecomer Agreement For The Council Meeting Of February 7, 2006 At 7:00 P.M. Or As Soon Thereafter As Possible. [A3.6.13] Note: [A3.6.12]

Motion approved 6 – 0.

V. FINANCE COMMITTEE ISSUES:

A. AB06-16 Resolution 1517 – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing An Agreement With Databar, Inc. For Utilities Lock Box Services. [F4.5.4]

This item was removed earlier in the meeting during Agenda Modifications.
VI. COMMUNITY DEVELOPMENT COMMITTEE ISSUES:


Councilmember Rackley moved to approve Resolution 1521. Councilmember DeLeo seconded the motion.

Councilmember Rackley urged approval of this resolution. He said a refusal to serve may lead to the loss of the City’s right to serve this area. Deputy Mayor Swatman questioned whether we should even serve this area. He said he objects to the lack of planning in this area by the County with respect to future governance. He said the jurisdictional boundaries in this area need to be adjusted and reviewed.

Councilmember Rackley said it will not impact the County if Bonney Lake refuses service. He said he is pushing for resolution of the boundary issues with the County, Sumner, Auburn and Bonney Lake. He added that it is not the right time to back off from serving this area.

Motion approved 4 – 2. Deputy Mayor Swatman and Councilmember Noble voted no.

The following items were removed from the Consent Agenda for consideration at this point in the meeting.


Councilmember Rackley moved to approve Resolution 1520. Deputy Mayor Swatman seconded the motion.

Motion approved 5 – 1. Councilmember Noble voted no.


Councilmember Rackley moved to approve Resolution 1522. Deputy Mayor Swatman seconded the motion.

Councilmember Rackley said this item gives a reality check to the City’s water
system by comparing actual flows against estimated flows. Councilmember DeLeo asked how often this work is required. Director Grigsby surmised it will be required each time the City does a Water Comprehensive Plan update. Councilmember King observed that this is another unfunded mandate by the State, but said it is probably in the City's best interest for planning purposes.

Motion approved 6 – 0.

F. AB06-08 – Resolution 1523 - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing An Agreement With RH2 Engineering For The Design Of The South Prairie Water Main Replacement Project. [04.10.1]

Councilmember Rackley moved to approve Resolution 1523. Deputy Mayor Swatman seconded the motion.

Motion approved 6 – 0.

G. AB06-12 – A Motion Of The City Council Of The City Of Bonney Lake, Setting A Public Hearing For The Home Depot Latecomer Agreement For The Council Meeting Of February 7th, 2006 At 7:00 P.M. Or As Soon Thereafter As Possible. [A3.6.10] [A.3.11.12]

Councilmember Rackley moved to set the public hearing. Deputy Mayor Swatman seconded the motion.

Director Grigsby said this project will provide for adequate fire-flow for the Home Depot Store and allow them to be reimbursed by those developments that come along later. Councilmember DeLeo noted that the public hearing should be set for the regular Council meeting of February 14th, not during the workshop of February 7th.

Councilmember DeLeo moved to amend the motion to set the public hearing for the Council meeting of February 14th. Deputy Mayor Swatman seconded the motion.

Motion to amend approved 6 – 0.

Councilmember King asked if the Home Depot change in plans to provide adequate fire-flow would impact the store's opening date. Director Grigsby said Home Depot is still negotiating with Investco over an alternate method of providing the water. He said the latecomer agreement allows future developers to share in the cost of the water improvements if Home Depot is required to install them on their own. He said in the interim period, the City's water system has sufficient capacity during the winter season. He said Home Depot will be required to file a performance bond for the improvements as well as provide sufficient indemnity to the City to mitigate any potential liability for the City.
Motion approved 6 – 0.

VII. PUBLIC SAFETY COMMITTEE ISSUES: None.

VIII. FULL COUNCIL ISSUES:

A. **AB06-13 – Resolution 1525** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing Agreements By And Between The City Of Bonney Lake, Washington And The Bonney Lake Police Guild For Law Enforcement Employees And Support Employees For The Period Of January 1st, 2006 Through December 31st, 2008 And A Memorandum Of Understanding By And Between City Of Bonney Lake And Bonney Lake Police Guild For Law Enforcement Employees And Support Employees.

Councilmember Rackley moved to approve Resolution 1525. Deputy Mayor Swatman seconded the motion.

Councilmember King expressed appreciation to the negotiators on both sides of the table. He complimented City Attorney Dionne and the other City staff for conducting the negotiations in a far less acrimonious manner than has occurred in the past. He said he believes these agreements will result in better law enforcement for the City of Bonney Lake. Mayor Johnson also extended thanks to Senior Human Resources Analyst Jennifer Young and Interim Police Chief “Buster” McGehee for their hard work.

Motion approved 6 – 0.

IX. EXECUTIVE SESSION: Pursuant to RCW 42.30.110(1)(i), Mayor Johnson announced that the City Council will meet in executive session for ten minutes to discuss potential litigation. The executive session began at 8:10 p.m. At 8:20 p.m., a five minute extension to the executive session was announced to the public. The executive session concluded at 8:22 p.m.

X. ADJOURNMENT

At 8:23 p.m., Councilmember Rackley moved to adjourn the meeting. Councilmember Noble seconded the motion.

Motion approved 6 – 0.
Documents submitted for or at the Council Meeting of January 24th, 2006:

ITEM: Update: SR410-OSB Highway Intersection and City Entrance Project.

Public meeting notice, diagram and project management milestone spreadsheet attached.
PUBLIC MEETING NOTICE

**Topic:** Improvements to SR410-Old Sumner Buckley Highway Intersection and City Entrance  
**Location:** City of Bonney Lake Public Safety Building  
**Time:** 5:00-7:00 pm, Thursday, 8 December 2005  
**Questions:** Call 253-447-4347

The City of Bonney Lake has recently awarded a contract to design this project to the TRANSPO Group. Public comments are being sought as part of this design process. The design scope includes the following:

**SR410 South of Sumner Buckley Highway (SBH) (between 184th and 181st Avenues East):**  
- Add right-turn lane (northbound) turnout approaching the SBH intersection. This will eliminate traffic backing up in the two northbound through lanes.  
- Add concrete curb, gutter and sidewalks along east side of SR410.  
- Add missing segments of sidewalk along west side of SR410.  
- Prohibit left-in and left-out turns from adjacent parcels.  
- Possibly, install a landscaped median.

**SR410 North of Sumner-Buckley Highway (to Myers Road):**  
- Add second left-turn lane (southbound) approaching the SBH intersection. This will minimize traffic backing up in the two southbound through lanes.  
- Add a sidewalk and bicycle lane on the East side of SR410.

**Sumner-Buckley Highway Improvements:**  
- Add receiving lane (eastbound) for a short distance to provide transition from the two SR410 left turn lanes into one lane.  
- Add missing segments of curb and sidewalk along northern side of road. Improve curb and gutter and approaches on south side of the road.  
- Interconnect-synchronize three traffic signals at the following intersections:  
  1. SR 410 at 184th Avenue East  
  2. SR410 at Sumner Buckley Highway (181st Avenue East)  
  3. Sumner Buckley Highway and Locust Avenue

**Other Intersection Improvements:**  
- SR 410 at SBH – modify traffic signal system for additional left turn lanes; lane striping, and sidewalk improvements.  
- SBH at 182nd Avenue East – lane striping and sidewalk improvements; prohibit left-in and left out turns from 182nd Avenue onto SBH.  
- SBH at 184th Avenue East – lane striping and sidewalk improvements.

**Other Improvements:**  
- Improve the appearance to entrance of the City of Bonney Lake and core business area.  
- Improve non-motorized transportation systems (bicycle and pedestrian).  
- Improve accessibility to the Pierce Transit Park and Ride lot on 184th Avenue.  
- Improve street lighting and landscaping on SR410 and SBH  
- Improve storm water drainage and quality control throughout the project site.  
- Add structural retaining walls as needed adjacent to SR410.  
- Relocate above ground utilities as needed.
City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form

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**BUDGET INFORMATION**

**2006 Budget Amount**
**Required Expenditure**
**Impact**
**Remaining Balance**

**Explanation:** TBD as part of the 2006 budget re-adoption.

**Agenda Subject:** MAYOR’S PROPOSED REORGANIZATION

**Administrative Recommendation:** APPROVE

**Background Summary:** Mayor Johnson is proposing modifications to the administrative branch of City government in order to facilitate the accomplishment of the goals and priorities for the City and provide for the efficient and effective administration of city government. The principal changes to the current organizational structure include reinstating the position of city administrator and creating a new department of community services to place greater emphasis on parks, trails, recreation, and senior services. The organization approval would consist of an ordinance revising Chapter 2.08 of the BLMC, an ordinance establishing a new compensation plan for non-represented employees, and if necessary a resolution grandfathering employees into certain reclassified positions. If approved, a 2006 budget would need to be approved which provided the funds to implement the changes. A subsequent action would be to approve an employment agreement with a city administrator.

**Council Committee Dates:**
- Finance Committee:
- Public Safety Committee:
- Community Development & Planning Committee:
- Council Workshops:

**Commission Dates:**
- Planning Commission:
- Civil Service Commission:

**Board/Hearing Examiner Dates:**
- Park Board:
- Hearing Examiner:

**Council Action:**
- Council Call for Hearing:
- Council Referral Date:
- Workshop:
- Council Tabled Until:
- Council Meeting Dates:

**Signatures:**
- Dir. Authorization:
- Mayor:
- Date City Attorney Reviewed:
Memo

Date: January 31, 2006
To: City Council Members
From: Mayor Neil Johnson
CC: Department Heads
Re: Reorganization of Administrative Branch of City Government

Attached is the way I would like to organize the administrative branch of City government for the foreseeable future. I believe that this organizational structure will better facilitate the accomplishment of our goals and priorities for the City, and provide for the efficient and effective administration of city government.

Other than what is presented in this packet, I am holding off proposing any final organizational changes to the police and finance departments until a new permanent chief and CFO are hired and consulted. Although this package and the proposed ordinance anticipates some change, I will have a better feel for the needs of the finance department after our Interim CFO and the financial planning consultant have had more time to help assess the needs there.

While the proposed organizational plan is not a significant departure from the way the City was organized in the past few years, there are a number of distinct differences proposed:

1. I am proposing to reinstate the position of City Administrator to oversee the day-to-day administration of city government. Every city between 15,000 and 30,000 in the central Puget Sound area employs either a city administrator or city manager. It would be my intent to promote ASC Morrison to this position. Mr. Morrison has more than 30 years experience in local government, including more than 15 years as a city administrator/manager. This position would become part of the Executive Department which includes the Office of Mayor and the Office of Financial Services. One of Don's duties would be to oversee the budget and supervise financial services through a Chief Financial Officer position. I would propose that the City Administrator be put under an employment agreement on a flat salary, as opposed to classifying (grading) the position and including it as part of the salary ordinance. This is the prevalent practice among the surveyed cities.
2. I am proposing to upgrade the position of City Clerk to Administrative Services Director/City Clerk and promote Woody Edvalson to this position. Woody has extensive experience in city administration as well as records management, and he is well qualified to oversee the administrative functions of the City. Administrative Services would include the Office of the City Clerk, the Office of Human Resources, and the Office of Information Services. In the age of electronic records, we need a closer tie between the Clerk’s Office and IT. This will help facilitate that relationship.

3. I am proposing to create a new Department of Community Services to place greater emphasis on parks, trails, open spaces, community forestry, and general community service. We have acquired significant new park lands in the past two years and parks and trails are a stated priority of the Council, and it is a priority of mine as well. The department is created essentially by taking the Senior Center from administrative services, and parks and facilities from public works, as well as adding a new customer service component to deal with general citizen service requests. It would be my intent to appoint Gary Leaf to this director’s position.

In addition to a number of reclassified positions, this reorganization plan requires two (2) new positions (new bodies) to implement the plan as proposed. These 2 positions are Parks Leadworker and Customer Service Specialist. This does not necessarily mean that these are the only positions that will be included in the 2006 budget amendment that will be adopted by Council, but they are the only ones needed to implement the reorganization. The proposed budget will also include one or two additional positions in the police department, and two in the public works department.

It is also my recommendation that BLMC Chapter 2.08 be completely revised and replaced with a new Chapter that more thoroughly addresses the organizational structure of the city government.

I would be happy to meet with you individually or with the Finance Committee to review this proposed plan. Feel free to contact me at any time to discuss it. Your consideration is most appreciated.
ORDINANCE NO.


WHEREAS, RCW 35A.12.090 vests in the Mayor the power of appointment and removal of appointive officers and employees subject to the laws and ordinances of City, and

WHEREAS, RCW 35A.11.020 vests in the City Council the power to organize and regulate the internal affairs of the City and to define the functions, powers, and duties of its officers and employees, and

WHEREAS, the City Council finds that a formal city organizational structure, including a delineation of the functions, powers and duties of the various city officers, would promote more responsive and accountable city government;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE DO ORDAIN AS FOLLOWS:

Section 1. A new Chapter 2.08 of the Bonney Lake Municipal Code is hereby established to read as follows:

Chapter 2.08.010 – City Appointive Officers. A. Pursuant to RCW 35A.12.020, the following shall be appointive officers of the City: City Administrator, Administrative Services Director/City Clerk, Police Chief, City Attorney, Public Works Director, Planning and Community Development Director, Community Services Director, and Chief Financial Officer.

B. The general functions, powers and duties of appointive officers shall be as provided in this chapter; provided, however that the general functions, powers and duties of the municipal court judge shall be as provided in Chapter 2.16.

C. Persons appointed by the Mayor to an appointive office described in this section shall be subject to confirmation by a majority of the members of the City Council. In the case of vacancies, the Mayor is authorized to employ an interim or acting officer for up to six (6) months without Council confirmation. Thereafter, any continued or new interim appointment shall be subject to Council approval.

D. All appointive officers shall serve at the pleasure of the mayor as per the provisions of RCW 35A.12.090.

Chapter 2.08.020 – City Departments and Offices Created. A. There is hereby created in the City of Bonney Lake the following offices and departments of city government: Executive Department, Office of the City Attorney, Office of Financial Services, Department of Administrative Services, Department of Public Works, Department of Planning and Community Development, Police Department, Department of Community Services, and Municipal Court.
Chapter 2.08.030 – Executive Department. A. The executive department shall consist of the Mayor, the City Administrator, and the Office of Financial Services.

B. Salary. The salary for the Mayor shall be established by ordinance of the City Council.

C. Mayoral Powers and Duties. 1. As provided in RCW 35A.12.100, the mayor is the chief executive officer of the city. He or she shall see that all laws and ordinances are faithfully enforced and that law and order is maintained in the city, and shall have general supervision of the administration of city government and all city interests. All official bonds and bonds of contractors with the city shall be submitted to the mayor or such person as he or she may designate for approval or disapproval. The mayor shall see that all contracts and agreements made with the city or for its use and benefit are faithfully kept and performed, and to this end may cause any legal proceedings to be instituted and prosecuted in the name of the city, subject to approval by majority vote of all members of the council. The mayor shall preside over all meetings of the city council, when present, but shall have a vote only in the case of a tie in the votes of the councilmembers with respect to matters other than the passage of any ordinance, grant, or revocation of franchise or license, or any resolution for the payment of money. The mayor shall report to the council concerning the affairs of the city and its financial and other needs, and shall make recommendations for council consideration and action. The mayor shall prepare and submit to the council a proposed budget, as required by Chapter 35A.33 RCW. The mayor shall have the power to veto ordinances passed by the council and submitted to him as provided in RCW 35A.12.130 but such veto may be overridden by the vote of a majority of all council members plus one more vote. The mayor shall be the official and ceremonial head of the city and shall represent the city on ceremonial occasions.

2. Oath, Affidavit and Signature Powers. The mayor and the deputy mayor shall have power to administer oaths and affirmations, take affidavits and certify them. The mayor, or the deputy mayor when acting as mayor, shall sign all conveyances made by the city and all instruments which require the city seal.

3. Ordinance powers, duties and responsibilities. Every ordinance which passes the council, in order to become valid, must be presented to the mayor. If he approves it he shall sign it, but if not, he shall return it with his written objections to be entered at large upon the journal and proceed to a reconsideration thereof. If, upon reconsideration, five members of the council voting upon a call of yeas and nays favor its passage, the ordinance shall become valid notwithstanding the mayor’s veto. If the mayor fails for 10 days to either approve or veto an ordinance, it shall become valid without his approval. The mayor is responsible for faithfully administering and executing the laws and ordinances of the City.

D. City Administrator. The City Administrator shall be responsible to the Mayor for the general coordination and supervision of the activities of the various city departments, subject to the directives of the mayor, and the resolutions and ordinances of the city. The City Administrator shall be generally responsible for promoting efficient and effective service delivery, and to see that departments are coordinating their activities and not work working at cross purposes.

E. Office of Financial Services. The Office of Financial Services shall be under the supervision of a Chief Financial Officer who shall assist the Mayor and City Administrator in the preparation of the annual budget and all work incidental thereto; supervise and be responsible for the disbursement of all monies; monitor expenditures to ensure that budget appropriations are not exceeded and as otherwise provided by law and the rules and regulations of the State Auditor’s office relating to municipal corporations; maintain a general accounting system for the City
government and each of its offices and departments; administer the payroll system of the City;
present and distribute to the city council and all department heads a monthly statement of all
receipts and disbursements in sufficient detail to show the exact financial condition of the City;
present, as of the end of each fiscal year, a complete financial statement and report; supervise
the collection of all taxes, special assessments, license fees and other revenues of the City;
supervise investment of City funds; assist with, and facilitate, the purchase of supplies, materials,
equipment and other articles used by any office or department of the City government

Chapter 2.08.040 – Office of the City Attorney. A. Duties and Responsibilities. The City
Attorney shall be the legal advisor to the Mayor and Council and of all of the officers,
commissions and boards of the City in relation to matters pertaining to their operations in a
governmental capacity. The City Attorney shall represent the City in all litigation, in all courts in
which the City is a party or directly interested and shall prosecute all violations of the provisions
of this Code and act generally as Attorney for the City and the several departments of the City
government, together with such additional duties as the Council may prescribe by ordinance
from time to time. In addition to the duties prescribed by the laws of the State of Washington, as
hereinafore set forth, the City Attorney shall: attend all regular meetings of the Council or be
represented by his assistant, if any; review and approve, as to form, all proposed ordinances,
resolutions, leases, instruments of conveyances, contracts and agreements, and such other and
similar instruments as may be required by the business of the City when requested to do so by
the Council, Mayor, City Administrator, or department head; advise the Council, boards,
commissions, department heads and other City officials and officers including the rendering of
formal opinions when so requested, or when it appears to the Attorney advisable to do so; attend
all sessions of the Municipal Court of the City and prosecute all violations of this Code brought
in said Court if so directed; consult with and participate with other City officials or
representatives of the City concerning settlement of claims against the City or its officials,
officers and employees while acting in their official, governmental capacities; attend, when
requested to do so, official meetings of any board or commission in connection with the
proposed drafting of any ordinances, resolutions or contracts.

B. Outside Legal Counsel. Nothing contained in this section shall be construed as to
limit the authority of the mayor or city council to independently retain outside legal counsel
when in the judgment of the mayor or city council such counsel is needed or desirable, subject
only to the availability of budgeted funds for such purposes.

Chapter 2.08.050 – Department of Community Services. A. The Department of Community
Services shall be under the supervision of the Director of Community Services. Said department
may be organized into distinct divisions including but not necessarily limited to the following:
Parks, Recreation, Senior Center, and Facilities. The department director may serve as the
manager of one or more divisions of the department.

B. The duties and responsibilities of the Department of Community Services shall
include, but not necessarily limited to: providing a variety of services to senior citizens and
operating the senior center; coordinating and/or sponsoring recreation programs; planning and
maintaining municipal parks, trails, and open spaces; administering a community forestry
program; maintaining the buildings and grounds of the City; planning and coordinating
community events and festivals; serving as a central point of contact for general citizen service
requests.

C. Senior Services Division. The Senior Services Division shall be under the supervision
of the Senior Services Manager who shall have the duty and responsibility to plan, organize and
administer a variety of services for senior citizens; manage the Bonney Lake Senior Center; coordinate with the Bonney Lake Area Senior Citizens non-profit corporation and other groups who have a close relationship with the Senior Center; develop, schedule and oversee the programs and services which are offered at the senior center; work with community agencies and resources on the provision of senior services; work with private and public funding sources on continued funding, and develop fund raising ideas for the Senior Center; assist in writing grants for specific programs or capital expenditures; provide information and make appropriate referrals for Bonney Lake senior adults needing assistance; and supervise the activities, programs, and classes offered through the senior center.

Chapter 2.08.060 – Department of Public Works. A. The department of public works shall be under the supervision of a Public Works Director. Said department may be organized into different divisions including but not necessarily limited to the following: an Engineering Division headed by a City Engineer, and an Maintenance and Operations Division headed by an Assistant Public Works Director. The Public Works Director may serve as the manager of one or more divisions or offices of the department as needed or assigned.

B. The duties and responsibilities of the Department of Public Works shall include, but not necessarily limited to, the construction, operation and maintenance of all public streets, sidewalks, alleys, bridges, viaducts, highways and rights-of-way, including the placement and operation of signs, signals and lighting fixtures; the construction, operation and maintenance of all public water supply, storage and distribution facilities, including water mains, pumping stations, reservoirs, and wells; the construction, operation and maintenance of all sanitary sewers, sewer facilities and appurtenances, including sanitary sewers, and pumping stations; the construction and maintenance of all storm sewer facilities and appurtenances, including storm sewers, drains, ditches, culverts and streams and watercourses under jurisdiction of the city; the construction, maintenance and operation of all public parking lots; the cleaning of all streets and alleys including snow removal operations; the control, management and supervision of the equipment rental fund, including all associated city shops and garages; the making of all necessary surveys, maps, drawings and documents and the preparation of contract drawings, specifications, cost estimates, supervision of construction and inspection for all public works construction; the development and maintenance of city parks and open spaces; and the cleaning and maintenance of certain public buildings.

C. Engineering Division. The Engineering Division shall be under the supervision of a City Engineer. The major purpose of the Engineering Division shall be to oversee the environmental, transportation, utility, and other public work related engineering projects and programs of the City to ensure technical competence and compliance with standards and codes.

D. Operations and Maintenance Division. The Operations and Maintenance Division shall be under the supervision of an Assistant Public Works Director. The general purpose of the Operations and Maintenance Division shall be to maintain and operate the water, sanitary sewer collection, street, and storm water systems of the City. The Operations and Maintenance Division shall also maintain the City’s fleet.

Chapter 2.08.070 – Department of Community Development. A. The Department of Community Development shall be under the supervision of a Community Development Director. The Community Development Department shall be organized into different divisions including but not necessarily limited to the following: a Planning Division headed by a Planning Manager, and a Building Division headed by a Building Official. The department director may serve as the manager of one or more divisions or offices of the department as needed.
B. The duties and responsibilities of the Department of Community Development shall include, but not necessarily limited to: supervise, administrate, and generally plan the physical development of the City; prepare the comprehensive and coordinated plans therefore; administrate, inspect, and enforce SEPA and all plating, zoning, environmental, and land use ordinances and regulations, and the establishment of proper liaison and cooperation thereof with other departments, commissions and agencies; prepare and administer department budget; provide information to the public, answer questions, advise clients, and staff the Permit Center; administer central permit issuance system and coordinate the review of permit applications and plans with other City departments or divisions; interpret, administer, and make recommendations for revisions to City building codes and assist the public with construction and development requirements; prepare reports and make presentations at dangerous building hearings; respond to citizen complaints and inquiries regarding code requirements; supervise field inspection of new and modified structures for conformity to codes; examine applications and enforce building codes; recommend revisions to City ordinances pertaining to code enforcement, inspection services, and permit issuance. The Department of Planning and Community Development shall coordinate the geographical information systems (GIS) of the City.

C. Planning Division. The Planning Division shall be under the supervision of a Planning Manager. The general purpose of the planning division shall be to administer the current and long range planning programs of the city related to the development and implementation of land use and related municipal plans and policies, to prepare and administer the official comprehensive plans and land use codes of the City, and to generally plan the physical development of the City.

D. Building Division. The Building Division shall be under the supervision of a Building Official. The general purpose of the building division shall be to administer and enforce the various building and related codes of the City and coordinate plan reviews, inspections, and enforcement actions.

Chapter 2.08.080 – Police Department. A. The Police Development shall be under the supervision of the Police Chief, who shall serve as the Chief Law Enforcement Officer of the City as provided in RCW 35A.12.020. The Police Department shall be organized into different divisions including but not necessarily limited to the following: Administration managed by a Lieutenant or similar command position, and Operations managed by a Lieutenant or similar command position. The Police Chief may serve as the manager of one or more divisions or offices of the department as needed.

B. The duties and responsibilities of the Police Department shall include all duties and responsibilities prescribed by city ordinance or resolution, as well as the provisions of state and federal law. The Police Department has all such authority, responsibility, and duties as are normal to municipal police departments, including, but not limited to, maintenance of the peace, issuance of citations, arrest and detention of persons committing criminal offenses or who are mentally ill, investigation of criminal activity, establishment and maintenance of intelligence files, production of scientific evidence, crime prevention, animal control, and such other duties as are set by ordinance of the City or by the laws of the State.

C. Operations Division. The Operations Division shall be under the supervision of a police lieutenant or similar command position. The general purpose of the Operations Division shall be to carry out the patrol, traffic, school resource, crime prevention, and related operational programs of the police department.

D. Administrative Division. The Administrative Division shall be under the supervision of a police lieutenant or similar command position. The general purpose of the Administrative
Division shall be to carry out the investigations, records, property, evidence, training, and support services activities of the police department.

Chapter 2.08.090 – Department of Administrative Services.  A. The Department of Administrative Services shall be under the supervision of an Administrative Services Director. The Administrative Services Director shall supervise the divisions and offices of the department, shall provide administrative assistance to the mayor as needed, and provide legislative support to the Council as requested. The Department of Administrative Services shall be organized into various offices and divisions including but not necessarily limited to the following: Office of the City Clerk headed by a City Clerk which may be the Administrative Services Director, Office of Human Resources headed by a Human Resources Officer, and Office of Information Services headed by an Information Services Coordinator. The department director may serve as the manager of one or more divisions or offices of the department as required. If so designated by the City Administrator, the Administrative Services Director shall also serve as the City’s designated risk manager. The powers, duties and responsibilities of the Department of Administrative Services and its various divisions and offices shall include, but not necessarily limited to the following:

B. Office of the City Clerk: The City Clerk shall be responsible for supervision of all city records, whether printed or electronic. The duties of the City Clerk shall include the performance of all duties as set forth in RCW 35A.42.040 and other statutes and ordinances applicable to the Office of the City Clerk.

C. Office of Human Resources. The Office of Human Resources shall be under the supervision of a Human Resources Officer. It shall be the duty and responsibility of the human resources office to recommend and administer the city’s human resources policies and programs; ensure compliance with statutory requirements and city policies and procedures relative to employment law, collective bargaining, and safety issues; develop, maintain, and administer a comprehensive benefits program for the employees of the city; maintain and update the city’s classification system; maintain the city’s salary schedules; develop recruiting plans and administer the selection and hiring processes for all city employment; coordinate with departments on the use of contract employees and employment agencies; represent the city in all collective bargaining and grievance issues; investigate and resolve employee relations issues; develop and administer the city’s safety programs; administer the city’s equal employment opportunities programs; maintain the data in the city’s human resources information system.

D. Office of Information Services. The Office of Information Services shall be under the supervision of the Information Services Coordinator. It shall be the duty and responsibility of the information services coordinator to manage the city-wide information technology/systems and telecommunications systems and activities; lead and develop technology strategic plans and implementation strategies; provide IT/IS leadership in integrating and aligning technology with city plans, goals and objectives; organize, manage and evaluate the Information Services Office and its operations to ensure effective support for organizational objectives and efficient and effective implementation of initiatives.

Chapter 2.08.100 – Municipal Court. A. The Municipal Court shall be organized and operate in accordance with the provisions contained in Chapter 2.16 of the Bonney Lake Municipal Code and the General Rules prescribed by the Washington State Courts system.

B. The Municipal Court shall be under the general direction of the municipal court judge and day-to-day supervision of the Court Administrator who shall manage and oversee all court functions, other than judicial functions.
Chapter 2.08.110 – Auditing Officer. Pursuant to the provisions of RCW 42.24.080, the position of auditing officer for the city is hereby established. The City Administrator or his/her designee is hereby designated as the Auditing Officer.

Chapter 2.08.120 – Position Classifications. Under the direction of the Administrative Services Director, the Human Resources Officer is authorized and directed to establish position classifications for all regular full-time and part-time positions in the City. Said classification specifications shall include, at a minimum, the essential duties and responsibilities of the position and the desired minimum qualifications. All position descriptions, except those of appointive officers, shall be approved by the City Council, and such position descriptions shall be supplemental to any duties, responsibilities, and qualifications set forth in this Chapter. Any reclassifications or substantial revisions to the position descriptions shall be subject to review and approval of the City Council, or the Council Finance Committee if so authorized by the City Council.

Chapter 2.08.130. Appointment of Department Heads, Officers and Employees. A. All department heads, officers and employees of the City shall be appointed on the basis of their knowledge, ability, and skill to perform the essential duties and responsibilities of the position, as required by RCW 35A.12.090.

Section 2. Repealer. The following ordinances are hereby repealed: Ordinance Nos. 205, 506, 506A, 543, 543A, 690, 770, 774, 868, 782, 811, 813, 849, 851, 862, 977, 983, and 992.

Section 3. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 4. Effective Date. This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as required by law.

PASSED by the City Council this _____ day of __________________, 2006.

______________________________
Neil Johnson Jr., Mayor

ATTEST:

______________________________
Harwood T. Edvalson, CMC, City Clerk

APPROVED AS TO FORM:

______________________________
James J. Dionne, City Attorney
RESOLUTION NO.

A RESOLUTION OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON,

WHEREAS, the City Council has adopted Ordinance No. XXX providing for the reorganization of the city government into departments and divisions; and

WHEREAS, a number of existing City positions were reclassified in order to meet the needs of the new organizational plan; and

WHEREAS, it is not the intent of the Mayor or City Council to require reclassified employees to reapply for the revised positions, provided they meet the minimum qualifications for the position;

NOW THEREFORE, the City Council of the City of Bonney Lake, Washington hereby resolves as follows:

With the approval of the Mayor, current regular full-time non-represented City employees holding existing positions which have been reclassified shall be grandfathered into the following positions, providing they meet the minimum qualifications for the position, as follows:

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<thead>
<tr>
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<tbody>
<tr>
<td>City Clerk</td>
<td>Administrative Services Director/City Clerk</td>
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<tr>
<td>Administrative Services Coordinator</td>
<td>City Administrator</td>
</tr>
<tr>
<td>Sr. Human Resources Analyst</td>
<td>Human Resources Officer</td>
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<td>Information Technology Coordinator</td>
<td>Information Services Coordinator</td>
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<tr>
<td>Public Works Operations Manager</td>
<td>Assistant Public Works Director</td>
</tr>
<tr>
<td>Assistant Public Works Director</td>
<td>Community Services Director</td>
</tr>
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PASSED BY THE CITY COUNCIL this _____ day of MONTH, 2006.

______________________________
Neil Johnson, Jr., Mayor

ATTEST:

______________________________
Harwood T. Edvalson, City Clerk

APPROVED AS TO FORM:

______________________________
James J. Dionne, City Attorney
ORDINANCE NO. 1180

AN ORDINANCE OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, ESTABLISHING THE NON-UNION SALARY SCALE FOR NON-REPRESENTED EMPLOYEES.

WHEREAS, the City Council desires to set the appropriate salary range levels for non-represented employees in order to be able to attract and retain quality employees; and

WHEREAS, the City Council desires to retain competitive benefits to facilitate the attraction and retention of experienced non-union employees;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Ordinance No. 1170 is repealed as of the effective date of this Ordinance.

Section 2. Attachment A, consisting of a Position Classification Matrix and Salary Schedule, are hereby adopted and incorporated herein by this reference. These position classifications, performance steps and salary rates for non-represented employees shall remain in effect until amended by subsequent ordinance of the City Council.

Section 3. Advancement through the salary scale on steps shall be based solely upon merit performance as evaluated by the employee’s supervisor and approved by the department head, and the Mayor or his designee. Step increases shall not be allowed to increase more than one step per year without approval of the City Council by motion and duly noted in the official minutes of the city. Advancement through the salary scale on steps shall additionally require a minimum service time of one year.

Section 4. Each current or reclassified employee shall be placed at the step for his or her position that is at least equal to and closest to the current pay level of such employee; provided, that if there is no step for such employee’s position that is at least equal to his or her current pay, then he or she shall be placed and remain at the top step, but shall continue to receive the current rate of pay unless and until the rate of pay provided for at the top step exceeds such employee’s current rate of pay. Any employee previously placed at the top step because his or her existing salary was higher than that provided for in the top step in any previous salary ordinance shall remain at the top step, but shall continue to receive his or her current rate of pay unless and until the rate of pay provided for at the top step exceeds such employee’s current rate of pay, in which case the employee shall receive the rate of pay specified for the top step.

Section 5. All newly hired employees may be placed on their respective position salary scale commensurate with their qualifications for the position as determined by the City Administrator in consultation with the Human Resources Officer and department director, subject to final approval by the Mayor. No new employee shall be placed higher on the scale than the mid-point of the salary range without prior City Council approval by ordinance, as applicable. New positions or position reclassifications must be approved by the City Council. If an employee’s position is reclassified to a higher grade of pay, the initial placement shall be no
less than the step that is at least equal to and closest to the current pay level of the employee. All reclassifications shall require approval by the City Council.

Section 6. City approved health, dental, vision, life, and Employee Assistance Plan benefit premiums will be provided for full-time non-union employees, however each employee shall pay $30.00 per month towards coverage for medical premiums via an agreed payroll deduction. Dental and vision care coverage will be provided through AWC for all non-represented employees currently covered by AWC medical plans, with the exception of the exempt police department personnel who shall receive the same coverage as the police department union personnel. Employees shall also be responsible for paying any applicable deductible and co-pay amounts.

Section 7. The City shall provide matching contributions to a Deferred Compensation Plan for regular full-time employees, not to exceed one hundred dollars ($100.00) per month per employee from available plans provided by the City.

Section 8. The salary scale and other provisions set forth herein shall continue in effect until a new or revised salary scale is adopted by the City Council.

Section 9. This Ordinance concerning matters set out in RCW 35A.11.090, it is not subject to referendum, and shall take effect five (5) days after its passage, approval and publication as required by law; provided, that this Ordinance shall not take effect prior to the beginning of the first day of a new payroll cycle following its effective date.

PASSED by the City Council and approved by the Mayor this _____ day of __________, 2006.

______________________________
Neil Johnson, Jr., Mayor

ATTEST:

______________________________
Woody Edvalson, City Clerk

APPROVED AS TO FORM:

______________________________
James J. Dionne, City Attorney

Passed:
Valid:
Published:
Effective Date:
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<th>Position Classifications Matrix - Non-Represented Employees</th>
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Adopted by Ordinance No. 1180
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City of Donley Lake
City of Bayside Lake

- Court Clerk I
  - Paul Donadio
  - Amber Richello
  - Geri Rash

- Court Administrator
  - Kathy Seymour

- Prosecuting Attorney

- Public Defender

- Municipal Judge
  - Jim Hebel
Current Police Department command structure, Police Department

City of Bonney Lake

Chief

Records Clerk

Detective Sergeant

Captain

Sergeant

Sergeant

Officer
changes will be proposed until the budget is presented and/or a new CFO is hired. Except for placing the financial services function into the Executive Department, no other

Proposal attached for discussion.
CommunityID®
Proposal

Presented to:

City of Bonney Lake

January 31, 2006

Prepared by: Amy Wetzel
Expiration Date: March 1, 2006
TABLE OF CONTENTS

Executive Overview 2
Scope of Services 3
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EXECUTIVE OVERVIEW

Buxton appreciates the opportunity to propose its services to the City of Bonney Lake. The objective of this proposal is to summarize and outline the comprehensive scope of work Buxton will provide as the City of Bonney Lake pursues its retail attraction and expansion goals. Please note that in this proposal the term “retail” is inclusive of restaurants.

Utilizing data, methods and proprietary technologies developed specifically for matching retailers with communities; Buxton will assess the potential for the City of Bonney Lake to recruit and expand its retail sector, and will identify and provide marketing packages for specific retail targets.

Buxton’s initial analysis of up to three (3) distinct retail locations, selected by the City of Bonney Lake, will yield a recommendation of the site best positioned for retail recruitment. With that recommendation, the City of Bonney Lake will make a final determination of the retail site to be selected for retail matching.

Once the site for retail matching is determined, Buxton will compare the site’s trade area with the established locations of individual retailers. This analysis results in a preliminary list of matched retailers. Only retailers with locations in trade areas similar to the City of Bonney Lake’s trade area will be identified as potential matches. The preliminary list is then refined by Buxton on the basis of other retail location criteria to yield a list of up to twenty (20) specific, matched retailers for the City of Bonney Lake. Buxton will provide the list of matched retailers to the City of Bonney Lake for review and discussion.

A marketing package will be prepared for each targeted retailer. The marketing packages are intended for presentation to retailers, as well as developers, potential franchisees, or other persons in a position to support the City of Bonney Lake’s retail goals. Each marketing package is unique to the specific targeted retailer, providing compelling and precise information that demonstrates the City of Bonney Lake’s qualifications as a location.

Additionally, Buxton will contact each targeted retailer on behalf of the City of Bonney Lake. Buxton will notify the retailer that the City of Bonney Lake has been identified as a potentially viable location.

Following is an outline of the scope of work for this project. Buxton is pleased to propose its support and looks forward to identifying retail opportunities for the City of Bonney Lake.
SCOPE OF SERVICES

RETAIL POTENTIAL AND RETAIL SITE DETERMINATION

1. Establishment of retail trade areas for each site based upon drive times

2. Analysis of the suitability of each site and its trade area. Factors considered include but are not limited to:
   a. Psychographic analysis of households
   b. Demand for retail goods and services
   c. Existing retail and retail trends in the trade area and surrounding region
   d. Site setting, situation and configuration
   e. Growth plans and relevant developments
   f. Retail goals of the community

3. Buxton recommendation of the retail site and trade area with the most potential

4. Discussion and approval of a site with which to proceed to retail matching

IDENTIFICATION OF RETAIL MATCHES FOR SELECTED SITE

1. Comparison of site trade area with existing retail location trade areas

2. Identification of preliminary target list of matching retailers

3. Additional analysis of preliminary targets

4. Determination of recommended list of matching retailers

5. Discussion and approval of final list of matching retailers for which marketing packages will be prepared
PUBLISHING OF RETAIL MARKETING PACKAGES

Buxton will assemble individual marketing packages for each targeted retailer. Additionally, the city will receive a reference binder that includes information provided in the retailer marketing packages. Each marketing package contains:

1. Map of the retail site and trade area
2. Map of potential customers for the retailer
3. Retail match report that compares the site’s trade area characteristics with the retailer’s similar existing locations
4. Demographic and psychographic analysis of the trade area
5. Explanation of Buxton’s methodology
SCHEDULE OF SERVICES

This schedule is sequential and cumulative. It is based from the day following the project launch meeting. The project launch meeting is usually a conference call between the city and Buxton teams. The project launch meeting occurs after a contract and initial payment is received, and after Buxton receives requested and necessary information from the city (such as the three sites selected for study).

This schedule is nominal, and does not account for periods during which the city reviews Buxton's recommendations. The schedule does not consider additional or custom research that may be required, or other unusual circumstances.

1. Delivery of large map with sites and trade area 5 business days
2. Retail site determination 5 business days
3. Recommended list of matching retailers 10 business days
4. Retail marketing packages 15 business days
FEE FOR SERVICES

The cost of CommunityID is $70,000; payable as follows:

1. $35,000 due upon execution of this agreement
2. $25,000 due upon determination by the city of the site for retail matching
3. $10,000 due upon delivery of retail marketing packages

The City of Bonney Lake is eligible to receive a ten (10) percent discount if this agreement is executed within sixty (60) days from the date of this proposal; for a discounted price of $63,000.

The City of Bonney Lake agrees to pay Buxton the pre-arranged, mutually agreed actual cost of travel associated with services rendered. This does not include travel associated with the presentation or negotiation of this agreement. It only includes travel costs incurred by Buxton at the request of the City of Bonney Lake; such as for a community presentation or workshop following completion of the project.

For services specifically requested by the City of Bonney Lake and performed by Buxton outside the scope of this agreement, an hourly rate of $200 will apply.

For additional copies of a retailer marketing package or reference binder, a fee of $200 will apply.

Additional Research Services (post analysis)

1. Requested Retail Match Analysis for Specific Retailer  $1,000 per retailer
2. Retail Marketing Package (2 copies)                  $1,500 per retailer
This agreement is between the City of Bonney Lake and Buxton (the "Parties") for the performance of services described in this proposal. The Parties agree that an independent contractor/employer relationship is created as a result of this agreement. Buxton will not be considered an agent or employee of the City of Bonney Lake for any purpose.

The term of this agreement is one (1) year. This agreement may be terminated by either party at any time upon written notice of thirty (30) days. If this agreement is terminated, Buxton will be paid for services performed up to the date the written notice is received.

This agreement shall be administered and interpreted under the laws of the State of Texas. In order to avoid paying State of Texas Sales and Use Tax, the City of Bonney Lake may be required to provide Buxton with a certificate indicating it is a non-profit corporation and not subject to Texas Sales and Use Tax.

Agreed and accepted this __________ day of __________, 200__.

Neil Johnson
Mayor
City of Bonney Lake
19306 Bonney Lake Blvd E
Bonney Lake, WA 98390
Phone: 253-209-8850
Fax: 253-862-7860

Mr. David Glover
Chief Financial Officer
The Buxton Company
2651 S. Polaris Drive
Fort Worth, TX 76137
Phone: 817-332-3681
Fax: 817-332-3686

(Signature)  
(Signature)
APPENDIX A:

PROJECT REQUIREMENTS

In order to effectively engage and complete the scope of work, the following is requested by Buxton:

Project Liaison

- The City of Bonney Lake will designate a project manager who will serve as Buxton’s primary contact during the project.

Information and Reports

- Logo (electronic version)
- Addresses and descriptive information for up to three (3) sites that will be evaluated
- Current traffic count data
- Digital street data
- List of major, national or regional retailers present in the community
- List of planned retail, either proposed or in development, in the community
- List of major, national or regional retailers that have left the community
- List of planned residential developments
- Housing start information
- Zoning and comprehensive plan documents
- General community marketing data and reports
City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form

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**BUDGET INFORMATION**

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**Explanation**

**Agenda Subject:** Cancellation of June 20, 2006 Council Workshop.

**Administrative Recommendation:** That the Council cancel the workshop June 20, 2006.

**Background Summary:**

The third week in June is traditionally when the Association of Washington Cities holds its annual conference. In previous years, the Council has canceled its workshop during this third week. With most, if not all, Councilmembers planning to attend this conference, it is likely there will not be quorum for the Council workshop the night of June 20, 2006.

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**Signatures:**

Dir. Authorization: [Signature]
Mayor: [Signature]
Date City Attorney Reviewed: [Date]