Call to Order: Deputy Mayor Swatman

Anticipated Attendees: Deputy Mayor Dan Swatman, Councilmember Donn Lewis and Councilmember Katrina Minton-Davis. Other Councilmembers who may be in attendance: Councilmember Hamilton, Councilmember McKibbin, Councilmember Rackley and Councilmember Watson.

Anticipated Staff: Don Morrison, City Administrator; Cherie Gibson, Chief Financial Officer; Woody Edvalson, Administrative Services Director/City Clerk; Jenna Richardson, Human Resources Manager;

Updates and/or Reports:  
1. Personnel Updates and/or Issues; Jenna Richardson, H.R. Manager

Old Business:
  p. 3  1. Minutes. Approval of minutes/notes of September 23th FC/COW

New Business:
  p. 11  2. EMS Agreement with Pierce County, AB14-137—Morrison
  p. 19  3. Setting Public Hearing for Tax Levy, AB14-139—Gibson

New Discussion Items:
  1. Non-represented Employee Salary Ordinance Amendment—Morrison
  2. Labor Relations Services Engagement Letter- Richardson/Morrison

Executive Session:
  None scheduled

Adjournment:
  There being no further business, the meeting adjourned approximately _______ P.M.
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Location: Justice & Municipal Center; 9002 Main Street, Bonney Lake, WA 98391, 5:30pm

Roll Call - Committee Members Present:
Deputy Mayor and Finance Committee Chair Dan Swatman; Committee members Donn Lewis and Katrina Minton-Davis. Also in attendance were Councilmembers Hamilton, Rackley, McKibbin, and Watson. Mayor Johnson also attended.

Staff Present:
Staff attending the meeting included Don Morrison, City Administrator; Cherie Gibson, CFO, Woody Edvalson, City Clerk/Administrative Services Director; John Vodopich, Community Development Director; Jenna Richardson, H.R. Manager; Dan Grigsby, Public Works Director, and Dana Powers, Police Chief.

Updates and/or Reports:
1. Personnel Updates and/or Issues: Jenna Richardson, H.R. Manager, reported that CSO and Probation Officer interviews were completed and supplemental supervisor interviews have been scheduled. It was reported that John Putney was promoted to Maintenance Worker II.

Old Business/Action Items:
1. Minutes. By consensus the Committee approved as written the minutes of the September 9th meeting.
2. Credit Card Fees. City Administrator Morrison provided supplemental information on the use of credit cards by customers, and the associated fees and charges. Discussion centered on the cost of the fees, the high amounts of chargebacks/reversals, enhanced use of electronic funds transfers (EFT), and various options. CFO Gibson will get additional information for the Council. Morrison stated that at the end of the year he would have the various impact fee and utility accounts reimburse the general fund for their fair share of the credit card fee charges.

New Business:
1. There was no new business to discuss.

New Discussion Items:
1. Tyler Technologies Eden Systems Transparency Portal Software Module. Deputy Mayor Swatman and several other councilmembers stated that they had reviewed the demo of this software system. They noted that since it was part of the Eden system that it would likely be the easiest to install and apply. They also noted that the initial cost was $2,500 plus an annual license fee of $10,000, making it the most expensive of the systems councilmembers had reviewed. Members discussed securing cost proposals from various vendors, including OpenGov.

Executive Session:
1. Councilmembers and labor negotiating team staff adjourned to the jury room for an executive session to discuss labor negotiations.
**Adjournment:**

There being no further business, meeting adjourned at 6:40 P.M.
City of Bonney Lake, Washington
City Council Agenda Bill (AB)

<table>
<thead>
<tr>
<th>Department/Staff Contact: Administrative Services / Edvalson</th>
<th>Meeting/Workshop Date: 28 October 2014</th>
<th>Agenda Bill Number: AB14-132</th>
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<tbody>
<tr>
<td>Agenda Item Type: Resolution</td>
<td>Ordinance/Resolution Number: 2420</td>
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</table>

**Agenda Subject:** Awarding the Bid for Official Newspaper Services for 2014-2015

**Full Title/Motion:** A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Awarding The Bid For Official Newspaper Services To The Bonney Lake-Sumner Courier Herald.

**Administrative Recommendation:** Award bid to the Courier-Herald.

**Background Summary:** BLMC Section 1.20 provides that the City call for bids annually to provide official newspaper services to the City. Bids were recently solicited. The only response was from the Bonney Lake - Sumner Courier Herald, which is a division of Sound Publishing, Inc.

**Attachments:** Bid received from Sound Publishing, Inc.

### BUDGET INFORMATION

<table>
<thead>
<tr>
<th>Budget Amount</th>
<th>Current Balance</th>
<th>Required Expenditure</th>
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<tbody>
<tr>
<td>n/a</td>
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</table>

**Budget Explanation:** The rate bid of $9.85/column inch is actually less than the rate during the previous period which was $10.35 per column inch.

### COMMITTEE, BOARD & COMMISSION REVIEW

**Council Committee Review:** Finance Committee  
Date: 14 October 2014  
Chair/Councilmember Swatman  
Councilmember Donn Lewis  
Councilmember Katrina Minton-Davis

**Consent Agenda:**  
Yes No

**Commission/Board Review:**  
Hearing Examiner Review:

### COUNCIL ACTION

Workshop Date(s):  
Meeting Date(s): 28 October 2014  
Public Hearing Date(s):  
Tabled to Date:

### APPROVALS

**Director:** HTE  
**Mayor:** NJ  
**Date Reviewed by City Attorney:** Not Reviewed
Sept 22, 2014  
To: City of Bonney Lake  
Re: Official Newspaper Bid

The weekly Bonney Lake-Sumner Courier Herald, a division of Sound Publishing, is pleased to submit a bid to continue to serve as the City of Bonney Lake’s Legal Newspaper of Record.

**Statement of Qualifications:**
This newspaper meets all the qualifications of R.C.W. 65.16.020, and is recognized and listed with the King County, Washington, Superior Court as a Legal Newspaper (attached).

**Publication Rate:**
With our current circulation at just over 14,800 the legal rate of $9.85 per column inch equates to less than .0007¢ per household. This translates to approximately $34.47 per 100 words. This rate is for first insertion and any subsequent publication.

**Affidavit:**
An affidavit of publication is mailed within one week after a notice is published and is free of charge.

**Circulation**
The Bonney Lake-Sumner Courier Herald meets the needs of the more than 32,560 readers within our distribution area. Our circulation widely covers the cities of Bonney Lake (zip code 98391) with a circulation of over 13,200 as well as Buckley and Sumner. This award winning newspaper is also available at newsstands and stores located within the circulation area as well as the libraries and city hall offices.

**Reporting/News**
The Bonney Lake-Sumner Courier Herald and its website will continue to feature editorial coverage dedicated to the City of Bonney Lake’s events, activities, news and general interest stories as they pertain to the readers & citizens at the discretion of the editor.

**Our Publisher**
As Regional Publisher, Polly Shepherd has over 15 years in the newspaper industry. Polly is responsible for multiple publications for Sound Publishing including the Kent, Renton, Auburn, Covington/Maple Valley/Black Diamond and Tukwila Reporters as well as the Federal Way Mirror. Polly coaches a commitment to delivering relevant, local news that directly affects the lives of those who raise families and work in the communities that Sound serves.

We look forward to continuing to serve the City’s needs.

Sincerely,

Scott Gray  
Advertising Manager – Bonney Lake-Sumner Courier Herald  
Sound Publishing  
360-802-8220  
Email: SGray@CourierHerald.com
SUPERIOR COURT OF WASHINGTON FOR KING COUNTY

In Re the Matter of,
KING COUNTY PUBLICATIONS LTD.,

Petitioner.

NO. 07-2-04096-0

PETITION FOR AN ORDER OF
APPROVAL AS A LEGAL NEWSPAPER

Pursuant to RCW 65.16.040, King County Publications Ltd. ("KCP") petitions the Court for an order approving all of the newspapers of general interest and circulation that KCP publishes and distributes at least weekly in King County, Washington ("KCP Consolidated Newspaper Group"), including but not limited to the Auburn Reporter, Bellevue Reporter, Covington and Maple Valley Reporters, Bothell and Kenmore Reporters, Kent Reporter, Redmond Reporter, Renton Reporter, Mercer Island Reporter and Snoqualmie Valley Record, as "legal newspapers," as defined in RCW 65.16.020. This petition is supported by the records and files herein, and the following sworn Declaration of Don Kendall, Publisher of the KCP Consolidated Newspaper Group.

//
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//

PETITION FOR ORDER OF APPROVAL
AS A LEGAL NEWSPAPER - 1
DATED: January 30, 2007

LANE POWELL PC

By Michael D. Dwyer, WSBA No. 48861
Michael A. Nesteroff, WSBA No. 13180
Attorneys for Petitioner

PETITION FOR ORDER OF APPROVAL
AS A LEGAL NEWSPAPER - 2
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City of Bonney Lake, Washington

City Council Agenda Bill (AB)

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<th>Department/Staff Contact:</th>
<th>Meeting/Workshop Date:</th>
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<td>Executive / Don Morrison</td>
<td>14 October 2014</td>
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<td>Resolution</td>
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**Agenda Subject:** Renewal of Emergency Management Services Agreement with Pierce County

**Full Title/Motion:** A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Renew And Sign An Interlocal Agreement With Pierce County For Emergency Management Services.

**Administrative Recommendation:** Approve

**Background Summary:** For many years, the City has been a part of the Pierce County Emergency Management System, which provides emergency management planning, training, and assistance for disasters and other emergencies. This is the renewal of a long-standing agreement. The per capita rate is $0.85, which is actually a reduction over previous agreement periods. The renewal would be effective 1/1/15.

**Attachments:** Resolution, Agreement

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<th>Budget Information</th>
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<td>Budget Amount</td>
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<td>Council Committee Review: Finance Committee</td>
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<td>Approval:</td>
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<td>Chair/Councilmember</td>
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<td>Councilmember</td>
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<tr>
<td>Director:</td>
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<td>Mayor:</td>
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<tr>
<td>Date Reviewed by City Attorney:</td>
</tr>
<tr>
<td>(if applicable):</td>
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RESOLUTION NO. 2425

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO RENEW AND SIGN AN INTERLOCAL AGREEMENT WITH PIERCE COUNTY FOR EMERGENCY MANAGEMENT SERVICES.

The City Council of the City of Bonney Lake, Washington, does hereby resolve that the Mayor is authorized to sign the Interlocal Agreement between the City of Bonney Lake and Pierce County for emergency management services, attached hereto and incorporated herein by this reference.

PASSED by the City Council this 28th day of October, 2014.

__________________________
Neil Johnson, Mayor

ATTEST:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

__________________________
Kathleen Haggard, City Attorney
AGREEMENT FOR EMERGENCY MANAGEMENT SERVICES

THIS AGREEMENT is made and entered into by and between PIERCE COUNTY, a political subdivision of the State of Washington, (hereinafter referred to as "County") and the City of Bonney Lake, a municipal corporation of the State of Washington, (hereinafter referred to as "City")

WHEREAS, County has established an Emergency Management Plan pursuant to the provisions of Chapter 38.52 of the Revised Code of Washington; and

WHEREAS, County and City believe it to be in the best interests of their citizens that County and City share and coordinate services in the event of an emergency situation; NOW THEREFORE,

IT IS HEREBY AGREED AS FOLLOWS:

1. Purpose. It is the purpose of this agreement to provide an economical mechanism to provide for the common defense and protect the public peace, health, and safety and to preserve the lives and property of the people of the signatory jurisdictions against the existing and increasing possibility of the occurrence of major emergencies or disasters, either man-made or from natural causes.

2. Duration. The duration of this agreement shall be that period commencing on the 1st day of January, 2015 and terminating at midnight on the 31st day of December, 2019, unless this agreement is sooner extended or terminated in accordance with the terms hereof.

3. Definitions. As used in this agreement, the following definitions will apply.

   A. "Emergency Management" or "Comprehensive Emergency Management" means the preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate, prepare for, respond to, and recover from emergency and disasters, and aid victims suffering from injury or damage resulting from disasters caused by all-hazards, whether natural or man-made, and to provide support for search and rescue operations for persons and property in distress.

   B. "Emergency or Disaster" shall mean an event or set of circumstances which: (a) demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences or (b) reaches such a dimension or degree of destructiveness as to warrant the governor declaring a state of emergency pursuant to RCW 43.06.010.

4. Services. County shall provide emergency management services as outlined in Chapter 38.52 RCW in accordance with the provisions of said chapter and as defined herein during the term of this agreement. Pierce County shall perform all
services required by its Emergency Management Plan and/or Chapter 38.52 RCW and Attachment "A" to this document.

5. **Compensation.** City shall pay County upon execution of this agreement the sum of $0.85 per capita per year for all services rendered under the terms of this agreement, using population figures from the "Population Trends for Washington State" publication of the State Office of Financial Management. Payment is due and payable on January 31 of each year of the contract beginning January 31, 2015. Annual increases for subsequent years shall be based upon the growth in the previous year January to December Consumer Price Index for Seattle urban area as available, and based upon population growth of preceding year according to state Office of Financial Management as available, and/or based upon modifications in the annual work plan as agreed upon by the parties. Pierce County shall perform all services required by its Emergency Management Plan and/or Chapter 38.52 RCW, and Attachment “A” Emergency Management Work Plan. Nothing herein shall prevent County from making a claim for additional compensation in the event of an actual emergency or disaster as authorized by Chapter 38.52 RCW. The County's unilateral decision to change its Emergency Management Plan to increase the services provided by the County to the City under this interlocal agreement shall not result in an increase in the annual payment made by the City to the County as described in this Section, unless the same is incorporated into an amendment to this Agreement, and executed by the authorized representatives of both parties.

6. **Termination.** Either party may terminate this Agreement with or without cause upon ninety (90) days written notice to the other party. Notices and other communications shall be transmitted in writing by U.S. Mail, postage prepaid, addressed to the parties as follows:

- **If to Pierce County:**
  Pierce County  
  Department of Emergency Management  
  Director  
  2501 S 35th St #D  
  Tacoma, WA 98409-7405

- **If to City of Bonney Lake:**
  City of Bonney Lake  
  City Mayor  
  PO Box 7380  
  Bonney Lake, WA 98390-0944

7. **Renewal.** This agreement may be renewed for agreed upon terms upon the mutual agreement of the parties as signified by a Memorandum of Renewal signed by the duly authorized representatives of each of the parties.

8. **Hold Harmless and Indemnification.** Except in those situations where the parties have statutory or common law immunity for their actions and/or inactions, each party shall defend, indemnify and hold harmless the other from liability or any claim, demand or suit arising because of said parties negligence. Each party shall promptly notify the other of any such claim.
9. **General.** Neither party may assign or transfer this contract or any rights or obligations hereunder without the prior written consent of the other party. This contract constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, and understandings of any nature whatsoever. Any changes to this contract requested by either party may only be affected if mutually agreed upon in writing by duly authorized representatives of the parties hereto.

10. **Privileges and Immunities.** Whenever the employees of the City or County are rendering outside aid pursuant to the authority contained in RCW 38.52.070/080, such employees shall have the same powers, duties, rights, privileges and immunities as if they were performing their duties in the County or City in which they are normally employed. Nothing in this Agreement shall affect any other power, duty, right, privilege or immunity afforded the City or the County in chapter 38.52 RCW,

11. **Waiver.** Failure by either party at any time to require performance by the other party under this Agreement or to claim a breach of any provision of this Agreement shall not be construed as affecting any subsequent breach or the right to require performance or affect the ability to claim a breach with respect thereto.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be duly executed, such parties acting by their representatives being thereunto duly authorized.
Date this _____ day of ______________, ________.

PIERCCE COUNTY
Attest:

By ___________________ Date __________
Prosecuting Attorney
(as to form only)

CITY OF BONNEY LAKE
Approved:

By ___________________ Date __________
Neil Johnson
City of Bonney Lake, Mayor
Attest:

By ___________________ Date __________
Budget and Finance

City Clerk

Approved:

By ___________________ Date __________
Lowell Porter
Director

By ___________________ Date __________
City Attorney (as to form only)
ATTACHMENT A

2015 – 2019
Emergency Management Services
Work Plan

Prevention Services
Provide access to the First-To-See application.

Mitigation Services
Facilitate City’s participation in the Natural Hazard Mitigation Plan coordination, development, and review.

Preparedness Services
Support a Whole Community strategy by annually providing a combination of public education presentations and/or attend City-sponsored community events to provide information on emergency preparedness issue based on the following population (see below):

<table>
<thead>
<tr>
<th>Population Range</th>
<th>Presentations Provided and/or Events Attended</th>
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<tr>
<td>Up to 9,999</td>
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<tr>
<td>10,000-19,999</td>
<td>5</td>
</tr>
<tr>
<td>20,000 or higher</td>
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Provide Incident Command System (ICS) training for City’s EOC staff as requested.

Provide introductory emergency management training/education for identified City Officials’ as requested.

Assist the City with development and review of City’s Emergency Operational Plan (EOP).

Assist the City with development and review of City’s Comprehensive Emergency Management Plan (CEMP).

Assist the City with development and review of its Continuity of Operations Plan (COOP) and Continuity of Government (COG) plan.

Provide access to and training on the County’s Portal for incident tracking.

Conduct an annual all-hazards exercise for City participation.
Response Services

Provide 24 hour Duty Officer coverage (EOC Level 1) for emergency incidents.

Activate and manage the Tacoma/Pierce County EOC at Level 2 or 3 in support of City’s EOC activation, or the proclamation of an emergency by City, or in support of any emergency incident that requires multi-agency response coordination.

Support City situational awareness by providing access to WebEOC for City representatives when present in the EOC during an activation in support of a City related incident.

Provide alert, warning, and emergency public information for incidents as resources allow.

Provide availability of County’s emergency resources not required for County use elsewhere during incidents. Use shall be determined and prioritized by the County. The County shall remain harmless in the event of non-availability or non-performance of the equipment. Examples of equipment include sandbagging machines, generators, etc.

Recovery Services

Provide communication and general administrative assistance in the event of declared disaster to the extent of the County’s knowledge and responsibilities. The County shall remain harmless of the results from City’s claim of federal and/or state funding for the declared disaster.
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City of Bonney Lake, Washington
City Council Agenda Bill (AB)

Department/Staff Contact: Fin / Cherie Gibson
Meeting/Workshop Date: 14 October 2014
Agenda Bill Number: AB14-139

Agenda Item Type: Motion
Ordinance/Resolution Number: Councilmember Sponsor:

Agenda Subject: Set a Public Hearing - Potential Increase in Property Tax Revenue To Be Collected During Fiscal Year 2015.

Full Title/Motion: A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Setting A Public Hearing At 7:00 P.M., Or As Soon Thereafter As Possible, During The Regular Council Meeting Of November 4, 2014 To Consider Revenue Sources And Possible Property Tax Increases Before Setting The Ad Valorem Property Tax Rate For 2015.

Administrative Recommendation: No alternative.

Background Summary: A public hearing on the revenue sources and possible tax rate increase is part of the biennial budget review process and necessary for adoption of the ad valorem property tax rate to be collected during fiscal year 2015. It is proposed that a hearing on the revenue sources for the coming fiscal year including consideration of possible increases in property tax revenues be held during the Council Meeting of November 14, 2014.

Attachments: None

BUDGET INFORMATION

<table>
<thead>
<tr>
<th>Budget Amount</th>
<th>Current Balance</th>
<th>Required Expenditure</th>
<th>Budget Balance</th>
</tr>
</thead>
</table>

Budget Explanation: Not Applicable

COMMITTEE, BOARD & COMMISSION REVIEW

Council Committee Review: Finance Committee
Date: 14 October 2014
Approvals: Chair/Councilmember: Deputy Mayor Swatman
Councilmember: Katrina Minton-Davis
Councilmember: Donn Lewis

Forward to: 10/14/14 Council
Consent Agenda: □ Yes □ No

Commission/Board Review:
Hearing Examiner Review:

COUNCIL ACTION

Workshop Date(s):
Meeting Date(s):
Public Hearing Date(s):
Tabled to Date:

APPROVALS

Director: CGibson
Mayor:
Date Reviewed by City Attorney: (if applicable):