The purpose of the weekly update is to brief the city council, board/commission members and city staff on the highlights of the past week. While it is available to the public as a public record, the primary audience is the various boards, councils, commissions and employees of the City.

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EXECUTIVE DEPARTMENT

- Team Bonney Lake took a 12th man picture to show our support for the Seahawks.
- Developing Council survey on the Council’s vision statements. Will be administered at the end of the month
- Met with planning staff to review the general approach to the update of the utility and capital facility elements of the comp plan.

Facilities and Special Projects and Events
- David Wells met with the Bonney Lake Chamber President to discuss collaboration on 2015 special events, in particular the Easter Egg “Hunt and Haulin” Eggs Fun Run
- Gary and Pete Spain met with the City’s HVAC contractor to discuss options for boiler replacement for the Public Safety Building
- With assistance from John Woodcock, Gary assembled for CDC draft Agenda Bill and Resolution documents for the Fennel Creek Trail Design project
- Gary followed up on some more rodent infiltration areas in Public Works buildings
- Fred Meyer has agreed to again sponsor this year’s Parks Appreciation Day/Arbor Day event and also a “Shredding” event that will feature a DM Disposal truck and employee who will take bags of documents to shred as a public service to city residents
- DM is also promoting the Parks Appreciation Day/Arbor Day event by including a mailer with their bills to Bonney Lake solid waste customers.
FINANCE DEPARTMENT
- Had the weekly meeting discussing utility issues.
- Staff continues to identify account relationships in the General Ledger and reconcile outstanding transactions in an effort to enhance the level of reporting.
- Continuing to evaluating office procedures.
- Continuing work on the final budget document.
- Continue to monitor expenditures to ensure budget compliance.
- Evaluation of office furniture arrangement.
- Working on transitioning false alarms internally.
- Worked on lien process and policy.

ADMINISTRATIVE SERVICES DEPARTMENT
- Upgraded Tyler Cashiering from 2.7 to 2.10; Upgraded Symantec Live Update to Latest Version
- Fixed issue with Symantec Apache service not starting (corrupted Config file)
- Activated new Police Laptops on Verizon network
- Completed renewal of T-1 PRI for Phone system saving $4,700/year
- Replaced failed hard drive on Lefthand array
- Fixed issue with PW not being able to access Pierce County Assessor’s website.
- Created new SQL instance for Lucity Database move
- Fixed issue with Avaya phone system not being able to contact monitoring server.
- Added silent cover lines to CFO phone.
- Working with Smarsh to reduce SMS archiving costs per phone.
- Meeting with Finance regarding Licensing
- Received 1 new public disclosure request. Closed 2 requests, totaling 771 PDF pages. Provided an installment of 973 scanned pages to a requestor.
- Updated facility and park rental form to reflect 2015 fee changes.
- Began updating the AWC WellCity site in order to prepare the 2015 WellCity Application.
- Coordinated and attended a wellness lunch and learn.
- Met with representatives from AFSCME for a bargaining session.
- Met with two employees to discuss personnel related issues.

Senior Center
- A beginning computer class was held on Monday and Wednesday and seniors learned how to personalize, manage files, and use accessories on their computers.
- On Tuesday Phil led a group of seniors on a walk around Lakeland Hills.
- Pinochle was played by 12 seniors on Thursday afternoon.
- Foot care was provided to 24 seniors on Friday.
- Students from the Sumner School District helped take down decorations and remove the Christmas tree on Friday.

MUNICIPAL COURT
- Monday was reviews and hearings of prisoners in-custody
- Tuesday morning was spent hearing motions
- Wednesday was our busy day with pre-trial hearings, arraignments, and in-custody hearings
- Thursday was all day traffic court and infraction hearings
- Continue to process case files for Eatonville and South Prairie.
- Probation worked a number of cases and community service projects.
POLICE DEPARTMENT

CSO/Traffic Updates:

- Street of the Week Patrols started on Angeline Road E. Officers made 38 Traffic Stops on Angeline Road between 01-01-2015 and 01-08-2015. 19 NOI’s and 1 Criminal Citation were issued.
- This week SOW - Sky Island Drive.
- During the month of December 2014, Officers conducted special traffic enforcement emphasis patrols looking for impaired drivers. In addition to impaired driving, Officers were taking a no tolerance stance on drivers with no insurance, failure to wear seat belts and failure to use child safety restraints when necessary. Bonney Lake Officers arrested 8 DUI DRIVERS during this emphasis patrol. Officers issued 94 NOI’s for No Insurance and 3 NOI’s for Failure to Wear a Seatbelt. The emphasis patrol was extremely effective in removing impaired drivers from our streets and getting the word out to the public that if you drive in Bonney Lake while impaired you will be arrested. We had no serious injury collisions during the month of December and no collisions that involved an impaired driver.
- Weekly CSO statistics (December 29, 2014 through January 2, 2015: In Custody: 7, Docket Log 124, Day Court 1, Transports 8 – During the week of 01-05-15 the custody docket log had 11 in custodies, 365 on the docket log, 2 for day court and 14 transports. There were 2 participants for the TAD (Transdermal Alcohol Detector)

Patrol Incident highlights:

- Found property at Fred Meyer. A fully loaded magazine was located in the shoe department.
- DV assault in the 21300 block of 62 St Ct E. Juvenile male was booked into Remann Hall for DV assault on his parents.
- Traffic stop led to the arrest of a male with a BLPD warrant. He was booked into the Puyallup Jail.
- Disorderly situation in the 6500 block of 193 Ave E ended with a male being voluntarily committed.
- Officers assisted fire with an attempted overdose.
- Death Investigation - Officers responded to 20700 block of 91st ST E on the report of a possible deceased person. Officers arrived and determined that the 61 year old resident had passed away while blowing pine needles off of his roof when he collapsed. It appeared that the male passed away from natural causes.
- Fraud, Agency Assist to locate a suspect in a vehicle in a hit and run. The vehicle was located but no damage observed. Information passed on to Auburn PD, Hit & Run investigation, Motor vehicle injury collision investigation, Domestic Disturbance/Warrant Arrest, Civil complaint, Parking complaint, Identity theft, MVTR, several suspicious male calls.
- New Year’s Eve and day activity:
- Shoplift/Trespass Notification- Officers responded to Wal-Mart on the report of an alleged shoplift in progress. The suspect was detained outside of the store but it was later determined that he was spooked and did not leave the store with merchandise he had removed from its packaging. The suspect was identified and trespassed from the Wal-Mart. The suspect had unrelated warrants however due to active TB he jails would not take him.
- Death Investigation - Death investigation at 7000block of 185TH AVE E. A 69 year old male died at the residence of natural causes.
- Welfare Check – Staff responded to the Target on the report of a subject passed out in a car behind the business. The subject was passed out and it took some time to wake him up. The subject was given a ride to his residence on Angeline Road and the car left at the Target.
- Shoplift/UPCS – Staff was dispatched to the Wal-Mart on a shoplift in progress. The suspect was detained and identified as he exited the store. The suspect was in possession of stolen merchandise from the store as well as a good amount of heroin. We later had to release the suspect because it was determined he needed to go to the hospital. Charges were forwarded to the PC Prosecutor.
- DUI/arrest – It was reported a purple PT Cruiser was seen leaving the BL Rite Aid and the female driver was believed to be intoxicated. The vehicle was not initially located, but staff drove by its registered address and found the vehicle was not in the driveway. Moments later, the vehicle was located and stopped. The female driver/Rite Aid employee was found to be very intoxicated and was arrested for DUI.
POLICE DEPARTMENT  Continued

- Suspicious Male – We received two separate reports of an unknown male kneeling down next to 214th and Kelly Lake Road. The male was not located.
- Disorderly – New Peking called to report a male who showed up very intoxicated and was upset because they refused him service. The male was told to leave, which he did.
- Fight – While officers were at the New Peking – it was reported several people inside where fighting. Upon arrival, everyone was pointing at different people. The incident calmed down and a male was given a ride home. No charges were filled at the time.
- OSA – Intoxicated Juvenile - Officers responded to assist East Pierce Fire with a very intoxicated female (juvenile) who needed to be transported to the Hospital. Officers arrived and shortly after their arrival, the female had passed out and was transported without further issue. Puyallup PD reported the juvenile female had run from the Hospital naked and could not be located. The mother was contacted and advised.
- DUI arrest – Staff located an erratically driven vehicle and during the traffic stop determined the female was intoxicated. Moments after the arrest the female became unruly and was pepper sprayed. The female was transported to the Puyallup Jail where she refused the process and was detained in a holding cell. Puyallup Jail called later to report they could no longer hold the female in their custody due to her behavior. Staff picked up the female and transported her to the Pierce County Jail.

- Investigation stats: Assigned: 6, Follow-up: 12, Closed: 4, To Prosecutor: 1

COMMUNITY DEVELOPMENT DEPARTMENT

Administration

- The Director met individually with the Permit Coordinator, Development Review Engineer, GIS Analyst and Senior Planner for their regular monthly one-on-one meetings.
- Several employees attended a Wellness Committee sponsored ‘lunch and learn’ stress management seminar.
- The Director provided a comment letter to Pierce County on the proposed 24-lot Church Lake Estates preliminary plat (197th Avenue East & Church Lake Road East).

Code Enforcement

- Removed 8 signs at various locations throughout the City.
- Conducted site visits at a residence off of 60th for prosecutor’s office; with the Pierce County Health at residence off of 193rd, & with Pierce County Health in Bonney Lake utility easement located in the County.
- Received complaints of garbage stockpiled at residence off of 77th, investigating; of a mattress dumped off the side of the road, area located in the County; of trailer being occupied on vacant land off of 210th, this matter already in process; of mold inside home, referred to the health department; of a resident without water service, issued notice; of a temporary power pole constructed in the right-of-way, contacted owner had them relocate the pole; of a business being lived in, investigated found no evidence; of garbage stockpiled at residence off of 208th, investigated and issued notice; of a truck parked on a sidewalk, referred to the Police Department; of trees cut down and a possible illegal structure, investigated and provided owner with applicable City code references; & of no garbage service and possible stockpiling of garbage at residence off of 114th, investigated and found no violations of code.
- Working with the owner of a residence with multiple junk vehicles off of 198th, assisting with VIN identification and junk vehicle affidavits.
- Worked with the prosecutor on finalizing a setback violation case for resident off of 70th.

Development Review Engineering

- Arranged a meeting with the design group for Bonney Lake Estates to resolve gravity and force sewer main design issues.
- Discussed completion/project schedule with the contractor (Tucci) for the 198th road extension project.
COMMUNITY DEVELOPMENT DEPARTMENT Continued

- Continued road approach and right-of-way inspections.
- Met with the cement contractor and general contractor to resolve handicapped ramp issues at 90th and 186th.

Building

- Reviewed and approved permits for two single-family residences, approved two permits for a new pole barn/garages
- Conducted 73 inspections.

Permitting

- The Permit Center received 24 applications and issued 13 permits.
- The Permit Coordinator prepared and distributed the December Permit Activity reports, met with the applicant for the new Buttered Biscuit, worked with the potential applicant to construct a Panera Bread restaurant, received the applications for Pediatric Occupational Services LLC and accepted the resubmittal of the Bonney Lake Estates civil plans for phase 2 & 3.

Current Planning

- Continued providing information to a developer for a new commercial development in Midtown.
- Reviewed multiple building permits for consistency with the zoning code.
- Began processing a Conditional Use Permit for a medical provider in the Downtown Core.
- Provided assistance to multiple customers trying to open home based businesses.
- Gathered wetland data for future park development discussions.

Long Range Planning

- Presented two ordinances to the City Council related to the regulation of recreational marijuana business. One option presented was a permanent ban on all recreation marijuana business. The other option was to only allow retail stores. The City Council directed staff to bring back only the ordinance that would enact a permanent ban at the upcoming January 13th Council Meeting for consideration.
- Continued to work on the mandatory update to the City’s Comprehensive Plan.

GIS

- Provided the latest utility infrastructure update: Water Utility Miles of Pipe = 210.70, Valves = 6332, Fire Hydrants = 1711. Sewer Utility Miles of Pipe = 91.84, & Manholes = 1811.
- Provided GIS data for Storm, Sewer, and Water for the Downtown 186TH Ave E Corridor Project.
- Received a City Limits revision for the 233RD Ave E Eastown Intersection Improvement Project.
- Completed 2 sewer as-built requests, 1 for Mr. Jalapeno’s and 1 for Copperfield Estates. Received North Tapps Hwy 1986 Water Project as-builts. Received 182ND Ave E - 2ND Street E Water Project as-builts.
- Completed GIS Water Meter updates received for June through December 2014.
- Identified the new Brookfield land swap property as a park and provided a map of the park’s amenities to the Mayor.
- Provided a map of the new Sumner Link Trail to the Mayor.
- The Police Department requested our old Ward District GIS data for 911 dispatch and crime reporting.
PUBLIC WORKS DEPARTMENT

- Engineering and Contract Administration staff received training on processing invoices digitally using the Eden system.
- Director attended the CDC meeting and prepared meeting notes.

Engineering and Contract Administration Division:

- Invoices: Processed six invoices ($562,641) for payment and six requisitions ($109,757).
- Marilyn, Triss, and Carol attended MRSC Roster webinar session on the changes to their website for 2015.
- Staff met with Parametrix structural engineering to go over the Water and Sewer Trestle field study findings.

CIP Construction Contracts:

- SR 410 & Main Street Intersection project ~ Released retainage Bond to ICON Materials. This project commenced 11/13/12, completed 1/22/14 and accepted by council on 2/11/14. The retainage bond was not release for a long period due to Department of Revenue conduction of an audit on ICON Materials.
- Phase 1 SCADA System Update ~ Conducted Pre-Construction Meeting with Northeast Electric, LLC on January 7. Issued Notice to Proceed to commence work on January 12, 2015.
- SR 410 Pedestrian Improvements ~ Conducted Pre-Construction Meeting with WHH Nisqually Federal Services, representatives from WSDOT, SCJ, Parametrix and Krazen & Assoc. The estimated date to start is February 2, 2015. The Notice to Proceed will be issued closer to the start date.
- Sewer Manhole Rehabilitation IDQ contract for the years 2015 - 2018 ~ Staff is refining scope of work based on experience from the first contract. This new contract will be advertised by the RFQ process through MRSC Roster later this month.

CIP Planning and Design Contracts:

- SR410-VMD Intersection Improvements ~ City engineer is coordinating final plan set review with TRANSPO and WSDOT. The first round of comments submitted by WSDOT for PS&E review has been sent to the TRANSPO design team. Staff has been reviewing the package and is compiling comments for design team as well.
- DOWNTOWN 186th Avenue Corridor Improvements ~ All ten title reports have been completed and sent to the KPG survey team for legal descriptions. Once legal descriptions have been completed, offers to property owners will be made by our consultant. “Fit-No Fit” utility plan meeting has been set up for next week.
- Fennel Creek Trail, Phase 2 - Staff worked responded to the WSDOT Local Programs questions.

Operations and Maintenance Division:

- Began review of proposed site plan proposed for the new PWC on 225th Avenue.

Fleet Operation & Maintenance:

- Two utility vehicles received LOF service.

Stormwater System Maintenance:

- Two person teams checked the stormwater system and removed debris throughout the City after the heavy rainfall earlier in the week.
- Cleared stormwater swale on South Vista Drive and crews cleared culvert ends and grates in various areas throughout the City.
- Continued cleaning dry well catch basins and jetting pipes.

Street Maintenance:

- Picked up trash bags gathered by a community service volunteer on Church Lake Drive and West Tapps.
- Picked up wood debris that was dumped on SR 410 in the eastbound turn lane at Veterans Memorial Drive.
PUBLIC WORKS DEPARTMENT Continued

Other Maintenance:
- Worked with Community Service crew to perform landscape maintenance at the Reed property.
- Installed the Greater Bonney Lake Historical Society sign and plaque on the sign marquis at Ascent Gateway.
- Assisted the water crew with a water leak repair on West Tapps Drive near 33rd St.

Traffic Sign Maintenance/Installation:
- Installed No Parking signs at the private park in the Copperfield Estates development. Signs were funded by the HOA.

Parks Crew:
- Hard surface maintenance at Allan Yorke Park.
- Picked up trash on trails Mid-Town Park.
- Repaired or replaced trash cans at Allan Yorke Park.
- Dismantled holiday tree at Ascent Gateway and put it into storage for the season.
- Held discussions with the representative for the BLHS “Panther Pride Senior Night 2015” for the upcoming event at the end of March at Allan Yorke Park.

Water Distribution System:
- Utility supervisor, Director, and City Attorney worked with customer to fix water leaks and revise 1955 easement agreement.
- Performed quarterly inspections of the 28 Pressure Reducing Valve stations.
- Visited Auburn reservoir site to look at potential security improvements at Bonney Lake reservoirs.
- Replaced concrete pad around sample station that was recently replaced.
- Began cleaning interior and exteriors of all water stations.
- Met with City Building Inspector to inspect new back flow prevention device installation.

Water Customer Service:
- Began Commercial and City water meter reading cycle.
- Completed 28 underground utility locate requests.
- Responded to 17 Customer Service requests from Finance, 3 from PW Ops Admin, and delivered 5 NSF door hangers

Sewer Lift Station:
- Responded to pump #1 fault at L.S. #17. Determined issue was related to improper impellor adjustment and made adjustment.
- Performed five preventative maintenance checks at lift stations.
- Exercised 10 emergency generators under load.
- Witnessed partial startup of new East Town lift station and will provide findings to engineering project manager.

Sewer Collection:
- Performed maintenance and adjustments at Falling Water community drain field.
- Investigated possible line obstruction on 88th Avenue. Advised homeowner that issue was caused by tree roots blocking the private side sewer.
- Assisted meter readers with readings.

Adopt A Street:
- Russey Family – Picked up debris on Angeline Rd from 101st to Rhodes Lake Road.