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
- Met with Councilmembers Roach, Swatman, and Hamilton to discuss Tehaleh development and its relationship to Bonney Lake.
- Interviewed legal firms who submitted proposals and are candidates for the new public defender contract. Because of a law suit (Wilbur vs. Mt Vernon) and increased standards recently imposed by the state, we needed to redo our contract. Many cities are undertaking a similar process. Based on looking at the bids, this will increase legal expenses an estimated $90,000 to $125,000 per year—with no identifiable funding). This amounts to yet another unfunded mandate, with the state having no intention to provide funding help.

Facilities and Special Projects and Events
- David worked on arranging performers and required services for this summer’s events.
- Our HVAC contractor repaired a malfunctioning fan in PSB.
- Next week three controllers (thermostats) will be replaced at the Public Safety Building.
- Pete followed up on several HVAC issues and malfunctioning of the eastside handicap entrance to the Justice Center.
- Gary and Don reviewed results of a recent custodial services survey; Gary will meet with contractor next week to review findings and suggested changes.
- Pete is working on getting bids for concrete restrooms in two city parks.
- Gary worked on getting multiple proposals for a reconfiguration of Finance Department space that will improve workflow and efficiency.
- Gary presented a proposed consultant services contract for the Fennel Creek Trail to the Community Development Committee.
- Gary is working with Bruce Dees on drawings needed to start the Ad Hoc Committee that will develop master plans for Allan Yorke and Midtown Parks.
- Facilities is working with Public Works to create heated storage of materials and supplies adjacent to the Public Works shops.
- Gary is working with Administrative Services and DM Disposal on a “Shredathon” event that will take place the same time and place as Parks Appreciation Day (Midtown Park).
- Gary developed some cost estimates for an alternative arrangement for charging for boat launch use.
- Gary is working with a contractor on a proposal to follow up on changes requested by the Safety Committee for earthquake protection, and also replacement of missing and damaged ceiling tiles at the Public Safety Building.

Join us Friday January 30th at Allan Yorke Park at 8am for a community rally photo, raising of the 12th Man Flag, and The Incredible Hawk by Jacob Lucas will be there too!
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.
- Work on closing out year-end 2014.
- Work on bond refunding process and paperwork.
- Finalize office furniture rearrangement details.
- Working on transitioning false alarms internally.
- Worked on lien process and policy.

ADMINISTRATIVE SERVICES DEPARTMENT

- Met with Finance regarding pending personnel moves.
- Migrated Lucity databases to new SQL Server, and upgraded to Ver. 14.5.
- Installed latest Lucity client on 6 computers.
- Upgraded two police phones.
- Installed replacement computers in Police admin and Finance.
- Setting up replacement computers for Community Development and Public Works.
- Setup new Print Server pushing printer with group policy.
- Received, setup and installed new printer for Public Works modular.
- Installed Hot fix 1 for Eden 5.12.1.
- Continued work on the AWC WellCity Application.
- Attended a Safety Committee meeting where Doug Budzynski was elected Committee Chairperson, Joe Lovett as the Vice-Chairperson and Renee Cameron as the Recorder.
- Coordinated a brown bag lunch with a representative from ICMA to discuss financial planning.
- Reviewed the status of monthly evaluations and notified supervisors.
- Met with one supervisor to discuss personnel related issues.
- Reviewed applications for the positions of Maintenance Worker II and Part Time Bailiff.
- Web & Social Media updates included project updates, Seahawk kickoff event, Spring Clean Up event, City newsletter distribution, vendor forms, Adopt A Street info, and updates to the Forestry page. The ‘Quake the Lake’ event postings have generated a lot of interest on social media reaching over 1,400 readers and getting lots of ‘shares’.
- Coordinated with Executive, Finance, and DM Disposal to confirm details and advertise for the Spring Clean Up and Shredathon Event in April 2015.
- Records Management: Held a meeting of the staff Records Committee. Retrieved planning files, developer bonds, and an agreement for staff in PW and Community Development; logged and notified staff of recorded documents.
- Received 1 new public disclosure request. Provided estimated response date for one requestor; clarified scope of records requested for a requestor; provided 1 installment with 683 scanned pages to a requestor; closed 1 request, totaling 149 pages.
- Senior Center staff served 75 seniors lunch on Tuesday after the seniors listened and danced to the music of ‘Yesterdays Soup and Crackers’.
- The writing group met and discussed books and short stories the seniors are writing on Tuesday.
- The JULIETS met at Midtown Grill for dinner on Wednesday.
- Thursday started the free tax preparation for seniors that will take place weekly through April 9th.
- On Friday free hearing aid cleaning was provided by South Sound Hearing Aid & Audiology.
POLICE DEPARTMENT

Events:
- We had our cities DUI emphasis where we brought in Pierce County, WSP, Sumner, Puyallup, Milton, Buckley to name a few agencies to saturate Bonney Lake, Sumner and Buckley with officers looking for impaired drivers. Chief Powers was out with the troops doing home safe bar checks with Sergeant Hoag and Sumner’s Sergeant Kurle.
- Several meetings were attended to include Auto Theft Task Force as well as contacting DEA at their office.

CSO/Traffic Updates:
- Week of January 12-15th: In custodies: 7, Docket Log 248, Day Court 3, Transports 7. Three participants on TAD Transdermal Alcohol Detector) Participants,
- One EHM (Electronic Home Monitoring) Participant
- CAD project still underway
- Results are in for the SOW patrols on Sky Island Drive. Officers made 86 Traffic Stops on Sky Island Drive between 01-09-2015 and 01-16-2015. 90 NOI’s and 3 Criminal Citations were issued.
- The results are in for the Street of the Week (SOW) patrols on Myers Road. Officers made 44 Traffic Stops on Myers Road between 01-17-2015 and 01-24-2015. 35 NOI’s and 1 Criminal Citation were issued.

Patrol Incident highlights:
- Welfare Check - Officers responded to the Home Depot for a welfare check.
- Threats – Officers took a text message threats report. The victim was a student at Bonney Lake High School.
- Hold Up Alarm---Officers responded to the Sonic for a hold-up alarm that was found to be false.
- Domestic Assault-Officers responded to a domestic disturbance involving a known subject. The subject was arrested for assaulting her mom and dad and was booked into Remann Hall.
- Suspicious male – There was a report of a suspicious male who tried to pass a check without having any ID. Officers arrived and found the male had simply forgot his ID at home and did try to write a check, which actually did belong to him.
- Possible DUI – It was reported a vehicles was E/B on SR 410 and all over the roadway. Officer located the vehicle and contacted the driver. The driver was checked for intoxication and found to fine.
- WSU sweep – Officers walked the WSU forest with a Puyallup K-9 in search of subject with negative results.
- Fight in progress – Babalouies – It was reported several subjects were fighting inside the bar. There was no assault and no charges were filled. Four people were trespassed.

Investigation stats:
- Assigned: 4, Follow-up: 10, Closed: 4, To Prosecutor: 2

MUNICIPAL COURT
- Administrator participated in Public Defender RFP interviews
- 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.
COMMUNITY DEVELOPMENT DEPARTMENT

Administration
- The Director completed an employee’s annual performance evaluation.
- The Director attended the Transportation Improvement Board meeting in Olympia.

Development Review Engineering
- Coordinated with Contractor on Myers Road Storm project to complete contract documents.
- Returned comments for Bonney Lake Estates gravity and force main design.
- Received and forwarded lift Station design comments on Bonney Lake Estates.
- Observed cement contractor’s installation of handicapped ramp at 90th and 186th.
- Inspector Deadmond took over majority of building inspections with Inspector Centen’s absence.

Building
- Reviewed a permit for finishing an unfinished basement; approved a permit for window replacement; & reviewed and approved two permits for a single-family residences.
- Completed final inspections of 15 carports in the Renwood multi-family development.

Current Planning
- Worked on the staff report for the Skystone Apartments SEPA appeal.
- Completed the permitting process for the Allan Yorke Park bulkhead maintenance project.
- Worked on the staff report for the Becker conditional use permit.
- Provided assistance to multiple customers trying to open home based businesses.
- Completed the landscape and parking inspections for building “C” at Renwood.
- Worked with the code enforcement officer on code compliance issues in Eastown.

GIS
- The Annexation History GIS layer has been posted to the CountyView data menu and is available for use.
- Delivered Wetland and Contour GIS data and maps for Allan Yorke Park and Midtown Park to be used by the Parks Ad-Hoc Committee.
- Delivered the latest Water System GIS database to RH2.
- Updated the Stormwater Pond GIS layer for new Ponds, renumbered all of the Pond GIS feature identification numbers, and printed 10 Pond maps for PW Storm crew; coordinating to load Pond inspection data into GIS.
- Began creating a Sewer Basin GIS layer based on the Sewer Comprehensive Plan’s Sewer Basin Map.
- Received a new historic set of SR410 Right-of-Way as-builts; archiving.
- Completed an as-built request for a gas main in front of a vacant property on 181st Ave E in Hillcrest.
- Created a site map for the future Sky Stone Apartment’s proposed Sewer Lift Station, Force Main, and Gravity Line.
PUBLIC WORKS DEPARTMENT
Admin., Engineering and Contract Administration

- Director attended the CDC meeting last Tuesday and prepared meeting notes.
- Various PW staff members attended the ICMA Retirement seminar during lunch on Thursday.
- Invoices: Processed three invoices ($4,252) for payment and two requisitions ($3,982).
- Marlyn reconciled all PO’s related to contracts open from the 2014 CIP program and submitted a list to Finance staff to open 2015 PO’s for these contracts.
- Prepared two City Council action item packets for the January 27, 2014 City Council meeting.
- Andrew and Marlyn completed final reimbursement request for the 2013-15 Municipal Stormwater Capacity Grant.
- Andrew completed the 2015 stormwater art contest entry form. He continued development and implementation of SWMP activities.
- Assistant City Engineer Doug Budzynski submitted a reimbursement request to TIB for the 2014 design costs incurred on the SR 410 Pedestrian Improvements project.
- Doug attended the Employee Safety Committee meeting. He was nominated as the 2015 year’s chairperson of the committee.
- Director Grigsby and City Engineer Woodcock met with Senior Planner Sullivan to discuss proposed updates to the future road system in the City. This information is gathered as part of the 2015 update to the Mobility element of the Comprehensive Plan.

CIP Construction Contracts:

- Eastown Sewer Main, Phase 2 (Lift Station) ~ Final startup was completed. RH-2 will schedule a time to provide and instruction session on the controls for the PW-OPS staff.
- SR410 Pedestrian Improvements ~ PW staff met with contractor at the laydown yard site on 192nd Ave. Continued to work with contractor on material submittals for project start up.
- Public Works Center ~ Staff gave Parametrix the NTP to prepare a survey, legal description, and topographic survey on the Smith property in Eastown. This easement will be used for future water and sewer lines serving this area in the future, including the utility lines crossing the City owned parcel at 225th Avenue. Don Morrison briefed the CDC on the status of this project on Tuesday.
- Church Lake Road Overlay ~ Marlyn prepared project completion report and agenda packet for the CDC meeting and subsequently the February 10, 2014 City Council meeting for final acceptance.

CIP Planning and Design Contracts:

- SR410-VMD Intersection Improvements ~ Approved the Intolight lighting plan for inclusion into the plan set.
- DOWNTOWN 186th Avenue Corridor Improvements ~ John Woodcock provided CDC members with a Plan of Actions and Milestones (POAM) for this project. Updates to this POAM will be provided to CDC on a regular basis.

Commercial - Residential – School District Contracts:

- Reviewed three residential stormwater submittals, reviewed two right-of-way permits, performed two right-of-way condition inspections, and performed one stormwater inspection.
- Tehaleh Development, 198th Avenue Utilities ~ Pierce County served notice to CenturyLink that they would pay for relocating their service lines or the developer’s contractor would remove all current CenturyLink infrastructure in this corridor. Pierce County sent the City of Bonney Lake an invoice for $257,471, the cost to relocate the City waterline in this corridor.
PUBLIC WORKS DEPARTMENT

Operations and Maintenance Division:
- Matt Ostrander passed the practical Commercial Driver’s License exam through the Washington Department of Licensing Thursday. Jim Miracle provided the training and testing. The Department of Licensing complimented Jim on the job he did. Good job Matt.
- PW staff reviewed the 2014 PW O&M Budget Management Report and submitted comments to the CFO and City Administrator.
- John Putney hung two street maps in the Public Safety Building kiosk for the GIS staff.

Fleet Operation & Maintenance:
- Four Public Works and two Police vehicles were in vendor shops for Preventative Maintenance.
- Transmission repairs complete on RS404 Meter Reader Jeep. Next task, install laptop stand system.
- Hose and valve repairs to Vaccon Truck RS498.
- Replacing clamp vacuum tube and jet wash tips plus diagnose hydraulic oil leak on Vaccon Tuck RS469.
- Replacing exterior taillights on International Truck RS300.
- Ordered new Prisoner Van for Police Dept. (ETA end of year due to assembly line/production schedule)

Stormwater System Maintenance:
- Replaced a broken 12” concrete tile on the south side of 56th St and added a 12” concrete tile to the opposite side due to a vehicle accident.
- Set a new grate on 65th St to mitigate a possible hazard.

Street Surface Maintenance:
- Surveyed SR 410 for litter or hazards.
- Repaired the potholes in the gravel shoulders throughout the city.

Traffic Sign/Signal Maintenance/Installation:
- Set a new LED Pedestrian signs on Bonney Lake BLVD at the Field 4 crosswalk (see photo)
- Cleaned the solar panels for the school crossing beacons on Locust Ave.
- City electrician Bill Strand received a voice mail that the pedestrian crossing indicator was not working correctly at 200th Ave Court and South Prairie Road. He attempted to troubleshoot the problem but could not determine the cause. He contacted the Pierce County signal shop for assistance and was able to make some programming adjustments that fixed the problem.

Parks Maintenance:
- Daily Garbage Collection: All Parks.
- Weekly Playground Equipment Inspections.
- Continued applying moss inhibitor to the hard surfaces at various park sites.
- Cleaned check valves at L.S. #12.
PUBLIC WORKS DEPARTMENT Continued

Sewer Lift Stations:
- Performed 12 preventative maintenance checks at lift stations.
- Exercised 11 emergency generators under load.
- Completed maintenance and repairs to emergency generator at L.S. (Lift Station) #21.
- Witnessed ‘start up’ of new East Town lift station.

Sewer Collection System:
- Delivered 121 Delinquent Account door hangers, and performed 28 Delinquent Account water shut offs.
- Responded to 45 Customer Service requests from Finance, and delivered six NSF door hangers.
- Completed 37 underground utility locate requests.
- Retrieved and downloaded data from two remote data loggers used to monitor areas of concern for possible leaks.

Water Customer Service:
- Delivered 121 Delinquent Account door hangers, and performed 28 Delinquent Account water shut offs.
- Responded to 45 Customer Service requests from Finance, and delivered six NSF door hangers.
- Completed 37 underground utility locate requests.
- Retrieved and downloaded data from two remote data loggers used to monitor areas of concern for possible leaks.
- Replaced one manual read meter with a radio read meter.

Water Distribution:
- Installed one new service line on Angeline Road to resolve leakage issues. This allowed one “Free Water” connection to be discontinued that had operated since 1955. Crew installed 230 feet of service line, valves, PRV, and tees for future connections to outbuildings on the property.
- Performed two service line freezes to allow developer to install larger service lines for residential fire sprinkler system installations.
- Repaired one service line leak.
- Continued remodel of the Water Stores room.

Water Production
- Collected 13 routine coliform bacteria samples from the distribution system.
- Replaced ventilation louvers motor for the emergency generator room at Peaking Storage Tank booster station.
- Exercised emergency generators at all water production sites under load.

Adopt A Street Cleanup Volunteers:
- WashingtonRealtor.com ~ 64th ST from Bohemian Estates to 60th ST and Cascade DR to the park
- Henry & Myles ~ 182nd AVE from Veterans Memorial Dr to 77th ST ending at Myers Road
- The Murray Family ~ Angeline RD from Veterans Memorial Dr to 101st ST
- Bonney Lake Dog House ~ Veterans Memorial Dr from SR410 to Angeline RD
- The Kiwanis Club ~ 104th ST from 200th AVE CT to Rhodes Lake RD
- John L Scott/Kimber Lee ~ 192nd Ave from Sumner Buckley Hwy to 101st ST CT
- A new Adopt A Street contract was signed by Kimber Lee/John L Scott adopting Church Lake Drive from West Tapps Hwy to Vandermark Road
- The Adopt-a-Street Coordinator, Christy McQuillen, volunteered 2 hours with Bonney Lake Dog House Group cleaning Veterans Memorial Drive.
HEART HEALTH MONTH

SEAHAWK SUPERCHILI BOWL

COOK-OFF

THURSDAY, FEBRUARY 12TH

Bring in your favorite SEAHAWK chili and see how it stacks up in our annual chili cook-off.

*Basic toppings, cornbread, chips, bowls & spoons will be provided*

**Where:** Public Works Modular (behind the Public Works Center)
**When:** Thursday, February 12th from 11:30am – 1:30pm
**Who:** All employees!

*Prizes will be awarded for Overall Best Chili, Healthiest & Spiciest Chili!*

*Brought to you by the City of Bonney Lake Wellness Committee. ‘Bonney Lake Works Well’*