Mayor’s Weekly Reporter  
City of Bonney Lake  
Week Ending January 31, 2015

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.

From the Desk of Mayor Neil Johnson • (253) 261-5181 • neiljohnsonjr@comcast.net

EXECUTIVE DEPARTMENT
- I appreciate all the community members who turned out Friday morning to “Quake the Lake”. We had a fun rally for the Seahawks. More photos on page 9
- Met with staff and Sunset Chevrolet reps to discuss the closeout of their project.
- Met with various officials to review the public defender proposals.
- Held our monthly department head coordination meeting.
- Met to discuss the City’s strategy for dealing with the 198th water main issue with Pierce County. Resolved to get more information from the County regarding their invoice for the project.
- Conducted the monthly review-preview meetings with department heads.
- Don and Gary staffed the monthly Arts Commission meeting. The Commission elected Suzy Fountaine as Chair, and Joann Taylor as Vice-chair, and discussed their work plan.
- JMC staff held a Seahawks pot-luck luncheon Friday at noon.

Facilities and Special Projects and Events
- David Wells coordinated the Quake the Lake event at Allan Yorke Park
- David is submitting contracts to summer event entertainers
- David attended a Lions Club meeting
- David is researching equipment needs for this summer’s events
- David received some pre-filled eggs for the Easter Egg Hunt and is working with the Chamber of Commerce to see how they can assist with the event
- Gary Leaf attended a Greater Bonney Lake Historical Society meeting and provided an update on the historical marker plaques
- Pete Spain and Gary have been working on a Statement of Qualifications of qualified companies that can prepare specifications and proposals to replace the boiler and controls at the Public Safety Building
- Pete requested qualified bids for the portable restrooms that will be placed at Cedarview and Victor Falls Parks
- Pete requested bids to clean windows at City Facilities, with the Senior Center being the highest priority due to their anniversary celebration this summer
- Pete coordinated replacement of three controllers (thermostats) at the Public Safety Building
- Pete coordinated repair of a compressor at the Senior Center
Facilities and Special Projects and Events Continued

- Pete is working with C4 products to get to the bottom of continual malfunction of the east handicap entrance door at the Justice & Municipal Center
- Gary met with Molly Maid to review results of a customer service survey and areas to focus on for improvement
- Gary is working with Molly Maid to find better ways of cleaning the floors at the Senior Center
- The vendor working on the historical markers indicated the wording requested by GBLHS can fit on the plaques
- Gary received a proposal to replace missing and damaged ceiling tiles at the Public Safety Building
- Gary received a proposal to improve earthquake safety in City buildings
- Gary met with Bruce Dees at Allan Yorke Park to review a proposed drawing for the Ad Hoc Committee
- Community Development (Al C.) provided topographic maps to Bruce Dees for his drawing(s) for Midtown Park
- Gary coordinated information needed for Bruce Dees to prepare his Ad Hoc Committee drawings.

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 final budget compliance.
- Final evaluation of office furniture arrangement.
- Continue working with bond refunding in an effort to save money.
- Working on transitioning false alarms internally.

ADMINISTRATIVE SERVICES DEPARTMENT

- Fixed Printer issue for Police admin.
- Moved Finance copier and two printers for upcoming employee move.
- Fixed issue with Police Training Database.
- Fixed issue with Google Earth “street view”.
- Discovered cause of certain page numbers on Agendas not showing on certain iOS apps.
- Started online “cloud” mirroring of Email Archive.
- Supported Finances creation of W-2s.
- Met with Court to work on electronic signature pad for Traffic Court.
- Fixed error in report path for Lucity.
- Completed and submitted the AWC WellCity Application.
- Reviewed OSHA reportable incidences from 2014 and completed the OSHA 301A report for posting.
- Met with two supervisors to discuss personnel related issues.
- Attended a quarterly meeting with HR representatives from the areas of South King, Pierce and Thurston Counties to discuss HR issues in our regions.
- Melissa Johnson spent a considerable amount of time assisting in the planning of the Quake the Lake Seahawks Rally – she and David Wells did an awesome job!
ADMINISTRATIVE SERVICES DEPARTMENT Continued
- Transferred 26 cartons of Finance, Court, and City Clerks records into storage. Assisted Finance staff with records retention requirements and supplies.
- Received 2 new public disclosure requests. Provided installments for several ongoing public disclosure requests. Notified a requestor of records available for in-person review. Continued retrieval and review of records for ongoing requests.
- Posted notices and social media posts related to events, meetings, and council actions.
- The City Facebook page hit 1,500 ‘likes’, and thousands of people were reached via Twitter, Facebook, the City-Blog, and newsletter distributions for the ‘Quake the Lake’ event.
- Held a meeting of the Electronic Records Team to discuss project status, departmental projects & questions.

COMMUNITY DEVELOPMENT DEPARTMENT Continued
Administration
- The Director attended the Department Head meeting and held the regular Department staff meeting.
- The Senior Planner attended a Pierce Community Coordination (CCO) Preliminary Coastal Flood Map Meeting held by the Federal Emergency Management Agency (FEMA).
- Staff participated in a webinar put on by the Department of Ecology for the 2015 Grant Solicitations for Improving Land Use Management in Puget Sound Watersheds.

Development Review Engineering
- Coordinated with Bonney Lake Estates design team regarding force main hanging from bridge.
- Reviewed and commented on the Angeline Road Short Plat design plans.
- Inspector Deadmond continued building inspections.

Building
- Reviewed and approved a revision to a permit to remove the 3rd car bay garage door and reduce the roof overhang for a single-family residence.
- Conducted 72 inspections.

Current Planning
- Completed and issued the staff report for the Skystone Apartments SEPA appeal.
- Worked with Renwood on the trail and right-of-way dedication.
- Completed and issued the staff report for the Becker conditional use permit.
- Participated in the Planning Association of Washington Board of Directors meeting.
- Provided assistance to multiple customers trying to open home based businesses.
- Completed the landscape and parking inspections for building “B” at Renwood.

GIS
- Lucity asset management client software was successfully installed on GIS desktop computers.
- Received the City of Auburn’s draft of the agreement to modify the Auburn-Bonney Lake Water Service Area boundary in the Lakeland Hills area.
- Provided as-builts for a Water Main break near Lake Bonney.
- Hung 5 as-built sets in the archive cabinet and received the Lakeridge 2 Water Main Project as-built set.
- Processed 2 Certificate of Water Availability Hydrant PSI Sheets; added the PSI of the Hydrants and the month/year the PSIs were recorded to the Hydrant GIS layer.
- Received a 2015 Stormwater Gallery management inventory spreadsheet; working on updating the ID numbers of the Galleries in GIS to synchronize with the spreadsheet.
COMMUNITY DEVELOPMENT DEPARTMENT Continued

- Discovered and reported a hole in the Pierce County GIS Parcel layer within the City Limits.
- Google Earth problems were resolved via Internet Rule fine tuning.

POLICE DEPARTMENT

Events:

- Staff went to Quake the Lake event at Allen Yorke Park.
- CSO/Traffic Updates:
  - Traffic Emphasis---- Street of the Week (South Prairie Road/214 AVE E)
  - Our traffic emphasis patrol for February is going to be speed violations (throughout the city).
- Weekly in custody/docket log: In custody 7, docket log 106, day court 2, transports 8

Patrol Incident highlights:

- Motor Vehicle Collision - SR 410 and Main Street.
- Disorderly Road Rage - Officers responded to the area of 19200 SR 410 for a report of a road rage with two subjects physically fighting. Officers arrived in the area but both vehicles involve were not located. One half of the incident contacted PD at the lobby. The subject had an elbow injury and stated that he was pushed to the ground. The other half of the incident was contacted and it was determined that both people involved were neighbors. A report was taken but no charges were recommended.
- Missing Person – Staff took some information regarding a missing subject out of PCSO. They were looking for a person that had been missing since January 6th.
- Hit & Run Collision – Staff responded to a hit and run at 7402 Myers Road E. No suspect information was provided.
- Suspicious Subject---Officers were dispatched to the lobby of the PD to contact a subject with mental health problems that wanted to report a whole list of things that allegedly happened to him. Subject was identified. We have contacted him prior and learned of his mental health problems. A parent/caretaker was located that responded to take custody of him.
- Unwanted Person/Trespass Warning-----Officers responded to the Wal-Mart on the report of two unwanted subjects that were being disorderly. The subjects were identified and trespassed from Wal-Mart by Asset Protection.
- Hit & Run – Traffic Officer took a hit and run report at 11000 block 182 AVE PL. The other driver was located and the collision was not found to be a hit and run. A collision report was taken.
- Malicious Mischief - Staff responded to 10200 block 188 AVE CT on the report of vandalism. It looked like ATV’s drove across the subjects property. There was not permanent damage.
- Traffic stop led to the arrest of a female on a Kent PD warrant. She was turned over to KPD.
- Suspicious situation at Jack in the Box. Unknown male attempted to get into a females vehicle. Male was possibly under the influence and may have attempted to get into the wrong vehicle. Male ended up getting into the passenger seat of another vehicle and left in an unknown direction.
- Residential panic alarm at 8411 181 Ave E. No problems, FACR. Note, the homeowner packs a firearm with him while at home.
- Assisted County with a felony stop at McDonalds. A subject was arrested by County.
- Assisted County with a male that ran from them behind Safeway. The subject was tased by County and taken into custody on one of their warrants.

Investigation stats:

Assigned: 2, Follow up: 11, Closed: 4, To Prosecutor: 0

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
- Probation worked a number of cases and community service projects.
PUBLIC WORKS DEPARTMENT
- Mayor, City Administrator, Director Grigsby, and City Attorney Haggard met to discuss the invoice received for the 198th Avenue waterline relocation built by the Tehaleh contractor.
- Director met with Councilmember Watson to discuss various CIP projects and their status.
- PW staff participated in the Blue Friday “Quake the Lake” for Seahawks at Allan Yorke Park Friday morning.
- Director met with City Administrator for their monthly Review-Preview meeting.

Engineering and Contract Administration:
- Staff prepared one City Council action item packet.
- Staff prepared the cost estimates and backup for the city’s top five transportation projects per the Mayor’s request.
- Staff met with CDD staff to review and update the Certificate of Water Availability process.
- Assistant City Engineer set up a construction site visit to the Sumner WWTF for Council and Mayor on Friday, 6 February at 1:00 pm. Car pools will leave the PWC parking lot at 12:45 pm.

CIP Construction Contracts:
- SR410 Pedestrian Improvements ~ Contractor began moving material into the laydown yard site on 192nd Ave. The variable message boards have been set up. The project sign location has been identified. Continued to work with contractor on material submittals prior to project start up.

CIP Planning and Design Contracts:
- SR410-VMD Intersection Improvements ~ WSDOT approved the NEPA document for the project. Prepared resolution for a second amendment to the design contract.
- Lakeridge 2 Booster Pump Station ~ Staff is reviewing 90% plan submittals.

Commercial - Residential – School District Contracts:
- Reviewed three residential stormwater submittals, reviewed three right-of-way permits, performed one right-of-way condition inspection, and performed one stormwater inspection.

Operations and Maintenance Division:
- Staff completed review of the 2015 budget and submitted review comments to the CFO and City Administrator.
- Director, Assistant Director, Councilmember McKibbin, and Deputy Mayor Swatman visited the DM Disposal site in Fife to look at their new administrative building and fleet maintenance shop.

Stormwater System Maintenance:
- Cleaned the catch basins and jetted pipes on SR 410 East and westbound along the “Pedestrian Improvement Project” site (Angeline Road overpass).
- Cleaned the catch basins and jetted pipes on SR 410 westbound below Myers Road, changed three catch basin grates from herringbone to vane to better catch the runoff. A total of 17 catch basins were cleaned on SR 410.
- Replaced one catch basin grate from herringbone to vane on 77th St near the intersection of 184th Ave E. Set an additional catch basin on the north side of 77th St (Lake Bonney) to catch the runoff from 184th Ave.
- Sample of street sweeping waste was taken by Thermo-fluids to test for hazardous materials.

Street Maintenance:
- Cleaned up 185th Ave following the water leak over the weekend. Cleaned out the swales, reshaped the shoulder, restored washed out turf and graveled driveways downstream from the leak.
- Swept SR 410 from the city limits on ELHI Hill to 234th Ave.
- Picked up 42 litterbags filled by the Community Service work crew on SR410.
PUBLIC WORKS DEPARTMENT
Operations and Maintenance Division Continued

Parks Maintenance:
- Daily Garbage Collection: All Parks.
- Weekly playground equipment inspections.
- Hard surface maintenance at Allan Yorke Park, Public Works Center, and the Senior Center.
- Finalized the 2014 work/time tracking report.
- Began seasonal tractor/mower maintenance.
- Pressure washed ramp and steps at the back of the Public Works Center.

Forestry:
- Performed nursery maintenance.

Adopt A Street:
- SignsInWood.com ~ Cleaned Bonney Lake BLVD to Myers Road
- Culinary Arts ~ Cleaned Brookside Drive – 104th St to 200th Ave Ct.

Sewer Lift Station Maintenance:
- Performed 10 preventative maintenance checks at lift stations.
- Installed a new jack stand on one 50kw portable generator. Cycled the five portable generators stored at the Reed property.
- Completed lube, oil, and filter maintenance on lift station 20 generator; discovered a radiator leak that was removed and repaired. Deployed a 50kw portable generator as a backup.
- Investigated radiator leak at lift station 21, determined that a gasket is in need of replacement.
- Pulled floats and replaced a section of chain due to corrosion at Lift Station 11.
- Purged bubbler and drained compressor tanks at lift station 17.
- Met with Owen equipment to view demonstration on truck-mounted vacuum to be used for maintaining grinder pump wet-wells.

Sewer Collection System Maintenance:
- Cleaned grate on SR#410 box.
- Checked manholes around Lake Bonney for debris after repairs to the broken watermain on 185th Ave were completed last weekend.
- Gathered syphon counts, cleaned four septic vaults, flow meter screens, made adjustments and entered information in the database for the Falling Water Community drainfield.

Water Customer Service:
- Responded to 26 Customer Service requests from Finance, 3 from PW Admin and delivered 4 NSF door hangers
- Completed 49 underground utility locate requests
- Completed two water availability requests.
- Met with Planning and Engineering to discuss policies and procedures for Water availabilities certificates.
- Verified that eight unpaid delinquent’s accounts where still off.
- Sam met the crew for a debriefing on the 12-inch Cast Iron water main break over the weekend. Discussed what went good and what we could to different next time.
- Performed meter maintenance.
PUBLIC WORKS DEPARTMENT Continued

Water Distribution System Maintenance:
- At 2:30 pm on Saturday, 24 January, was notified of a water leak on 185th Avenue next to Lake Bonney. Repaired a 12” cast iron water main which split open approximately 5 feet and appeared to be caused from deflection and stress on a joint due to the angle at which it was installed. Crews ran into many obstacles during repairs, but had the water main pressurized and flushed by 9:00 AM on Sunday January 25th. PSE provided a pole truck and crew to stabilize a power pole while the waterline repairs were made. A thank you goes out to all who were involved – Great Job!
- On Sunday and Monday, completed all property restoration caused from the water main break on January 24th. Thank you to the Streets Crew for all of your help!
- Met with RH2 and the city of Yelm water department staff at Prairie Ridge booster, Ponderosa booster, and Ballpark treatment explaining to them how our facilities function as they are in the design phase of a pressure filter plant and a new reservoir.
- Performed two water service line freezes and to allow contractor to upgrade the water meter.
- Repaired one water service leak.
- Rebuilt one damaged fire hydrant.
- Removed all of the brush and tree limbs from the water easement northeast of the Ponderosa reservoirs.
- Installed ceiling insulation in the water parts storeroom. This will help prevent condensation forming on the spare parts leading to rusting and corrosion build up.

Water Production:
- Performed daily inspections and data entry at all production sites and weekly inspections at all booster stations.
- Installed replacement level transducer in the clear well at Victor Falls.
- Rebuilt all brass parts on pumps 4, 5 and 6 at Pinnacle Estates booster pump station.
- Opened the gate at Tacoma Point reservoir twice for contractor to perform work on the AT&T equipment.
- Hauled bulk salt bags to Victor Falls.
Sea Gal Kylie Cook, from Bonney Lake, is on the far left.
HEART HEALTH MONTH

SEAHAWK SUPERCHILIBOWL

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’