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**

- Showed the former City Hall annex to two potential tenants.
- Met to discuss the collection of the fines levied against Kanany. He still has the option of appealing to the state supreme court now that he has lost his appeal to the Court of Appeals.
- Prepared messages for the Bonney Lake Times employee newsletter.
- Attended the Chamber luncheon at which City staff presented the findings of the Berk economic development study, and passed out economic development promotional materials to chamber members.
- Attended the Death By Chocolate fundraiser for the Bonney Lake Lions Club. Councilmember Tom Watson, Dave Wells, and other Lions did an excellent job putting on the event.
- Finalized the agreement for the public defender contract.
- Worked on the bid package for the sale of the surplus City property in Junction 192.
- Reviewed and edited the historical marker language for the City’s two (2) new historical markers to be placed at Victor Falls park and Connells Prairie. Having difficulty finding a reasonably priced piece of stone to match the City’s other historical markers.
- Nominated councilmember Jim Rackley to replace me on the Pierce County Flood Control Zone District Advisory Council.
- Several City officials attended last Thursday’s Community Summit at Mountain View Middle School.

**Facilities and Special Projects and Events**

- Gary Leaf learned at a Park Directors’ meeting that parking for the US Open in June (June 15-21) will utilize the Puyallup Fairgrounds and Fort Steilacoom Park for general parking (no onsite or nearby public parking).
- Pierce County’s Chambers Bay Park will be closed from May 26 – August 1 due to the US Open.
- Pierce County is on the shortlist for a 50% state grant to complete the last Foothills Trail segment from South Prairie to Buckley.
- David Wells attended a Washington Festivals & Events Association annual conference, finding new event entertainers and learning more ways to secure sponsorships.
- Gary attended a Greater Bonney Lake Historical Society meeting.
- Gary and David attended the Community Summit – David staffed the City’s table with a variety of City information.
- There is now a waiting list for community garden plots if more plots become available later on if people cancel.
- Gary worked with Department of Enterprise Services on contract documents for replacement of the boiler and controls at the Public Safety Building – they should be ready for Council to review in April.
- Gary worked on finalizing the proposed revisions to the boat launch fee collection.
EXECUTIVE DEPARTMENT Continued

- We received word that Puget Sound Regional Council decided to wait until next year to submit a regional TIGER grant for the Fennel Creek Trail; the City’s grant application will be re-submitted at that time.
- Seismic bracing in City buildings is complete.
- Pete Spain is working with a contractor on the Justice Center’s fire suppression system (false) alarms.
- Pete is getting prices for a new rear entrance carpet for BLPD, underneath the court counter, and the eastside entrance to the Justice Center.

FINANCE DEPARTMENT

Accounting

- 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 and internal controls.
- Prepared, reviewed and discussed Journal Entries.
- Worked on reconciliations.
- Evaluated cash flow.
- Working on Capital Asset calculations and depreciation.
- Coordinating 30 Day stress reduction challenge for Wellness Committee.
- Updated TIF/PIF/SDC yearly worksheet.
- Updated and completed project accounting requests.
- Reviewed applicable reported Findings published by the State Auditor’s Office, in an effort to ensure the City’s compliance with related topics.
- Research fund history of 320.

Operations

- Processed Credit Card payments, and ACH Autopay.
- Received 3 business license applications.
- Processed 71 door hangers that were dispatched to PW crew, which led to 14 shut offs dispatched next day.
- Reviewed and approved 1 senior/disabled discount application.
- Worked with Tacoma Water for new meters in their service area for sewer that are billed by BL.
- Processed several utility changes; 22 utility applications, 16 different requests to bill and stop billing tenants, 13 account transfers, 3 bank owned transfers.
- 28 estimated finals, 11 closing bills, 31 account changes1 green card, 11 meter exchanges.
- Reviewed 9 leak adjustments requests that needs to be sent to PW director for approval.
- Operations are continuing their audit and troubleshooting for alarm permit registrations.
- Reviewed and entered 76 invoices, entered by accounts payable (ap) and various departments, printed 41 ap checks and wires, processed 1 credit memo.
- Held weekly operations meeting.
- Created bills for outstanding false alarm responses to balance with ATB services.
- Completed and remitted February Excise Tax.
- Processed and distributed payroll.
- Continued reviewing approval queues with regards to p card purchases.

ADMINISTRATIVE SERVICES DEPARTMENT

City Clerk’s Office:

- Attended leadership seminar sponsored in Lacey by AWC and WCIA with Councilmember Watson.
- Received 1 new public disclosure request; closed 1 public disclosure request (123 pages) and responded to questions from a requestor.
- Attended leadership seminar sponsored in Lacey by AWC and WCIA with Councilmember Watson.
ADMINISTRATIVE SERVICES DEPARTMENT Continued
City Clerk’s Office Continued
- Attended meetings with SharePoint consultants regarding implementation and records management setup.
- Processed secure destruction of inactive records (4 cartons). Assisted Permit Center staff with disposal of expired plans.
- Researched and provided records for Planning and PW Engineering staff.

Information Services:
- Weekly Status Meeting with SADA regarding SharePoint O365 implementation.
- Meeting with SADA regarding SharePoint mock-ups.
- Met with Chief of Black Diamond Police to demonstrate new Panasonic laptops.
- Spoke with Finance regarding improving visibility on the website of Misc permits & licenses.
- Spoke with HR regarding employment application improvements.
- Fixed issue for Finance regarding access to boat launch access control application.
- Ran multiple reports for Community Development regarding long distance usage.
- Spoke with University Place regarding Bonney Lake’s use of Eden Permits & Inspections and Human Resources Modules as well as Web extensions.
- Upgraded last police laptop to LESA RUN 3.0.
- Scheduled Eden to be onsite for a Utility Billing module review and refresher training the week of June 1st.
- Installed latest firmware for Barracuda SSL-VPN.

Human Resources:
- Met with several employees to discuss personnel related issues.
- Met with the City Administrator to discuss personnel related issues and provide an update on the status of union negotiations.
- Participated in two AWC webinars – one for wellness and the other relating to worker’s compensation.
- Reviewed the status of employee evaluations and provided a status update to supervisors.
- Met in closed session with City Council regarding labor negotiations.

COMMUNITY DEVELOPMENT DEPARTMENT
Administration
- The Department completed the final approvals for the Renwood Apartment complex, all certificates of occupancy have been issued.

Building
- Reviewed one single-family residence permit (missing information); reviewed and approved one single-family residence; approved a revision to plans to remove the livable area from the first floor and attic loft; and reviewed two and approved one permit for a deck.
- Conducted 99 inspections.

Permit Center
- The Permit Center received 9 applications and issued 21 permits.
- The Permit Coordinator facilitated the weekly project status meeting, presented information at the monthly Chamber lunch, issued the last certificate of occupancy for the buildings at Renwood and met with local business owners about the sign code.
COMMUNITY DEVELOPMENT DEPARTMENT Continued

**Current Planning**
- Began processing an application for a three lot short subdivision on Locust Avenue East.
- Issued a SEPA threshold determination for a bulkhead repair project on Interlake Island & for a residential dock on Inlet Island.
- Worked with the Facilities Division to locate supplies for historical monuments.
- Processed special event applications for the 40th Annual Daffodil Classic Bike Ride and the Sumner School District Fun Run.
- Worked with a surveyor on multiple land use issues on a property adjacent to Lake Bonney.

**Long range Planning**
- Continued to work on amendments to the City’s development regulations: (1) issued the public hearing notice for an Ordinance to extend the timeframe to expend park impacts from six years to ten years; (2) completed the SEPA review and issued the combined SEPA determination and public hearing notice for an Ordinance which will amend the City’s Land Use Matrix changes are related to single family residents in the R-2, essential public facilities, electric vehicle infrastructure, and family day cares; and (3) completed the SEPA review and issued the combined SEPA determination and public hearing notice for an Ordinance amending the City’s critical areas code and shoreline code.
- Continued to work on the update of the City’s Comprehensive Plan: (1) provide employment projections to PSRC for the transportation model and (2) continued to review and prepared the draft Mobility Element.
- Attended the Chamber of Commerce Meeting to present the information in the Berk Economic Development Study.
- Attended the Planning Commission Meeting and the Pierce County Regional Council meeting.
- Prepare postcards to mail to homeowners in the City regarding the Open House for the Comprehensive Plan Update on April 29th and the Open House for the Fennel Creek Trail on May 4th.
- Continued tracking bills in the Washington State Legislature that could have an impact on City planning.

**GIS**
- The 2014 Orthophoto Aerial Image was published by Pierce County and is available in CountyView.
- Created and delivered the Water Pressure Reducing Station and Booster Pump Station GIS Data Dictionaries to PW Engineering for review, researched these features in the Water Comprehensive Plan.
- Provided the WSU Forest Master Plan and an elevation base map to the Park Master Plan Task Force.
- Completed 3 Fire Hydrant Certificate of Water Availability GIS attribute updates.
- Completed a Speed Limit map that shows the speed limits of all roads within the city limits.
- Created a site map of the Madrona Pocket Park depicting a resident’s driveway on City-owned property with no easement.
- Created a site map showing distances from existing features to the proposed new restroom at Victor Falls Park.
- Attended a live ESRI webinar: Use ArcGIS to Help Make Decisions During a Disaster.

PUBLIC WORKS DEPARTMENT

**Engineering and Contract Administration:**
- Director attended the Community Development Committee meeting and prepared meeting notes.
- PW staff kicked off preparation for the WCIA audit.
- Completed monthly review of 2015 PW O&M budgets.
- Processed seven invoices ($206,804.20) for payment and prepared two requisitions ($82,976).
- Filling out PSRC paperwork to apply for grant monies to be used to complete the sidewalks that are part of the SR 410-VMD Intersection Improvement project.
- Assistant Engineer completed the draft stormwater Annual Report for the city NPDES permit which included description of Coordination NPDES permit document, description of Public Education NPDES permit document, and the IDDE Investigation Summary NPDES permit document. Continued development and implementation of SWMP activities.
PUBLIC WORKS DEPARTMENT Continued

- Director met with staff to review procedures for using and updating construction contract boiler plate documents.

CIP Construction Contracts:

- SR410 Pedestrian Improvements ~ Processed pay estimate #1 to WHH Nisqually Federal Services, LLC in the amount of $135,027.75. Financially, this project is 8% complete. Contractor started hauling asphalt away from the staging area. Two 6 inch pumps and approximately 700 ft. of discharge hose were set up for bypass pumping during the sewer connections at two locations along SR 410. The sewer tie-in connections were completed during the night shift 3-18 to 3-19.
- Eastown Sewer Mains, Phase 2 (Lift Station) ~ Prepared Notice of Completions of Public Works Contract to Department of Revenue, Department of Labor & Industries and Employment Security for Road Construction NW, Inc.

CIP Planning and Design Contracts:

- SR410 & VMD Intersection Improvements ~ Staff submitted the ROW certification package to WSDOT for approval. Design team submitted the final plans to WSDOT for the final round of review. City Engineer kicked of solicitation for Project Management support from qualified consultants.
- 186th Avenue Corridor Project ~ ROW agent is sending out offer letters to property owners.
- SCADA System Improvements, Phase 1~ the Contractor has been on site preparing to install the new equipment. Electrical panels are scheduled to be delivered next week.
- Lakeridge 2 Pump Station Design ~ Consultants are working on final design. The RH2 and PSE are modifying the design as requested by the pump manufacturer.

Commercial - Residential – School District Contracts:

- Reviewed three residential stormwater submittals and two right-of-way permits and inspections.

Operations and Maintenance Division:

- Director finalized 2014 WWTF O&M True Up Payment documents and authorized final payments.

Fleet Operation & Maintenance:

- 2 Police vehicles were in vendor shops for preventative maintenance.
- 1 Public Works and 1 Police vehicle were in vendor shops for repairs.

Street Maintenance:

- Divided crew into two person teams Monday to pick up the large branches along the city streets due to the strong winds on Sunday. Removed a wind damaged street tree blocking the sidewalk along Brookside Dr.

Street, Stormwater

- Provided input from operations to City Engineer regarding the HPMS (Highway Performance Monitoring System) Data Request for the Washington State Department of Transportation. WSDOT uses this information to assess the state’s overall road pavement condition.
- Submitted the 2014 “Annual Report - Piles Used for Storage or Treatment” to the Department of Ecology with a copy forwarded to the Tacoma-Pierce County Health Department. Report summarizes the quantities of sweeping waste, recycled asphalt/concrete etc. generated yearly through day to day operations. Material is stored at the decant facility at Allan Yorke Park and removed when designated quantities are accumulated.
- Completed the “Solid Waste Handling Permit Renewal Application” for 2015 through the Tacoma-Pierce County Health Department for the decant facility at Allan Yorke Park.
- Provided input from operations to Andrew Fonda as he prepares the 2014 Annual Stormwater Report submission to the Department of Ecology.

Parks Maintenance:

- Received 3 quotes from local contractors, using MRSC, for the replacement of the roof on the Allan Yorke Park restrooms.
- Removed the graffiti painted on the Kiosk at Midtown Park.
- Cleaned up storm debris at Fennel Creek, Allan Yorke, Field 4, Cedar View, Madrona Parks, Public Works Center, Justice & Municipal Center and Senior Center due to the strong winds on Sunday. A tree from a neighboring property damaged the fence at Cedar View Park and a tree fell across the trail entrance at Allan Yorke Park.
- Completed daily garbage collection and weekly playground equipment inspections.
PUBLIC WORKS DEPARTMENT Continued

Parks Maintenance Continued
- Removed moss around the Public Safety Building.
- The Community Service crew weeded the landscape and scraped the moss from the hard surfaces at the Public Works Center and Senior Center.
- HD attended evening classes for Backflow Assembly Tester recertification at WETRC in Auburn.

Forestry:
- Pruning plants and trees in the nursery.
- Completed street tree evaluations regarding wind damaged trees along Brookside Dr.
- Reviewed street tree plan at Panorama West for Planning Dept.
- Removed six trees and stumps at the boat launch parking area. Trees were dead, dying or had severe structural damage. An Arborist report was generated. One tree was a dead Maple that posed a threat to a neighboring property. Wood was stacked at the back corner of the property and is accessible to citizens for firewood.
- Removed a Hawthorn in the Allan Yorke Park planter adjacent to West Tapps Highway. Replaced the Hawthorne with a Bowhall Maple, a more desirable species for public locations.

Sewer Lift Stations
- Completed training with programmer on the new control system at East Town Lift Station.
- Performed 21 preventative maintenance checks at lift stations.
- Exercised 4 portable emergency generators, and refueled 5 emergency generators at lift stations.
- Researched alternative lifting systems for pump removal at lift stations.

Sewer Collection
- Performed daily observations of the sewer line trestle crossing the inlet to Lake Tapps due to Cascade Water Alliance beginning the filling of the lake. Staff are making sure no debris builds up on the trestle supports.
- Performed preventative maintenance, adjustments, and record keeping at the Falling water Community Drainfield. Staff also cleaned up after vandalism and filed a report with Bonney Lake P.D.
- Stood by for emergency response during SR 410 Sidewalk Project sewer line replacement connection change.

Water Customer Service:
- Completed 2 Water Availability requests.
- Performed 47 Regular, and 1 Short Notice underground utility locate requests.
- Responded to 46 Customer Service requests from Finance, 3 from PW Ops Admin, and delivered 5 NSF door hangers.
- Delivered 71 Delinquent Account door hangers, and performed 15 Delinquent Account water service shutoffs.
- Rebuilt failed water meter at the Tapps Island Intertie, and tested/calibrated both meters. Crew also continued taking daily meter readings at the Intertie as CBL continues to supply Tapps Island with water.
- Met with three water customers to remove obstructions from water meters and allow meter readers access.
- Investigated 9 ‘Zero Consumption’ meters and changed 2 found to be improperly reading.
- Changed two 5/8” manual read meters to new radio read meters.

Water Distribution:
- Cascade Water Alliance began filling the lake on Tuesday. City waterline connecting Interlake Island with Inlet island will be under pressure from this river of water until the water level rises several feet. Exercised valves and assured proper shut down capability of the valves on each island. PW staff monitored initial flows and each step flow adjustment to ensure the integrity of the exposed water line.
- Repaired one water service line leak.
- Installed two new 1-inch radio read meters at new single family residential construction sites.
- Assisted facilities management staff by constructing stand for Courts safe.
- Assisted water production crew with chemical feed system repairs at Grainger Springs.
- Assisted customer service crew with delivery of Delinquent Account door hangers.
PUBLIC WORKS DEPARTMENT Continued

Water Production:
- Collected 13 routine coliform bacteria samples from the distribution system.
- Completed chemical feed system repairs at Tacoma Point Wells and Grainger Springs.
- Received bulk water treatment chemical delivery at Tacoma Point Wells.
- Continued training of new production crew (Joe Lovett and Ursulla Ronscavage).
- Joe and Ursulla participated in the monthly City Employee Safety Committee meeting.

Adopt A Street:
- Friends of Fontana - Picked up garbage on 214th Ave E from 96th St. to City limits at 104th St.
- The Murray Family - Picked up garbage on Angeline Road from Sumner-Buckley Hwy to 101st St.
- Routes REMAIN OPEN for Adoption: Church Lake Drive from W. Tapps Hwy to Vandermark Rd and W. Tapps Hwy from 61st St. (Emerald Hills Elementary School) to Church Lake Rd.

MUNICIPAL COURT
- Review Calendar – Monday March 16th
- Arraignment – Pre Trial Calendar held on Wednesday March 18th Helbling
- Traffic Calendar – Thursday March 19th

Probation:
- Completed RFCA’s and updated the Court of Probation compliance via the review calendar on 3/16.
- Work crew assisted at the food bank and pulled weeds at the Annex on 3/17.
- Conducted one on one interviews with clients on active probation and reported to the Court on work crew compliance on 3/18.
- Work crew pressure washed the north sidewalk at the Municipal building. And removed moss and weeds at the Senior Center 3/19.
- Entered client information into Caseload Pro, on recently assigned clients placed on Probation by the Court on 3/20.

POLICE DEPARTMENT

Events
- Day 7 & 8 at the Citizens Academy covered the WSP Bomb Squad, Records, Auto Theft Task Force, Taser/OC and Use of Force.
- Community Summit at Bonney Lake Middle School was attended by staff.

CSO/Traffic Updates:
- In Custody: 7
- Docket Log: 179-criminal/104 Traffic
- Day Court: 0; Transports: 10; TAD (Transdermal Alcohol Detector) Participants: 3; EHM (Electronic Home Monitoring) participants: 0
- Radar trailer Stats: Location, 18800 block Veterans Memorial Drive Dates 03-17/03-19-15, Total vehicles: 11,723 , Posted speed: 25 mph, Average Speed: 24.61 Maximum Speed 45 Mph,

Patrol Incident highlights:
- Possible Assault: Possible assault at the Forrest View apartments ended in an OSA assist for EPF&R for a voluntary commit. No crime…
- Suspicious Situation: In the 7600 block of Myers Rd. The residence in question backs up to the 7600 block of 176 Ave E and the RP was reporting that unknown persons from the residence on Myers Rd were in his back yard/easement with flashlights. Officers determined that there were no problems, but may become a neighbor dispute over the Myers Rd neighbor using the 176 Ave guys access road.
POLICE DEPARTMENT Continued

- OSA Pursuit Assist: County initiated a pursuit with a motorcycle. We were able to take over the pursuit which started in the 21100 block of SR 410. Pursuit continued east on 410, north on Mundy Loss and then west on OBH until the motorcycle crashed at 256 Ave E. Driver was found to have a felony warrant and a couple of misdemeanor warrants. Female passenger had a misdemeanor warrant and was in possession of heroin and meth. Both were transported, but injuries appeared minor. County was primary and BLPD will write an OSA supplemental report.

- Assisted County with an interrupted burglary at the Sumner Sportsman’s Club. It was a good burg and likely had several suspects flee in several directions. We assisted with containment and the coordination of tracking several sightings of the suspects. Suspects were not located.

- Suspicious Circumstance: A report of kids screaming in the 21600 block of 101sts – Officers responded and found two kids had been sleeping in the car while the father went into the house. The kids woke up in the car and were scared. There were no problems.

- Drug Activity / Contaminated Uniforms: Officers responded to the 11100 block of 185th on report a subject had consumed “Spice”, (Original name Salvia) and was out of control. While Officers responded, they were advised the subject was laying on the ground. When Officers arrived they found his mother holding him on the ground with vomit all around him. Initially during the officer’s contact, things seemed ok, but then it took three officers and his mother to hold him down as he became aggressive again. Officers had to restrain him with handcuffs while waiting for Fire. In the scuffle, two officers got vomit on their jumpsuits. Due to the subjects ongoing aggressive behavior, Fire had to sedate him prior to transport. Both officers were taken out of service and there jumpsuits were bio-cleaned by EPF&R.

- Suicidal Male: Officers responded to the 6000 block of 214th Avenue to assist East Pierce Fire with an unconscious suicidal male. The male had reportedly taken 30 to 35 Ambien pills along with being intoxicated. The male was intubated and transported to Auburn General Hospital for further treatment.

- Death Investigation: Officers earlier responded to a welfare check at 10000 block of 218 AVE CT E. Officers were unable to make contact with the homeowner at the time of the welfare check but asked a family member to respond so that entry could be gained. The resident was later found by her family deceased inside of the residence. The deceased individual was identified. Investigations and the ME responded and the incident is still under investigation as either a suicide or a natural death.

Investigation stats: Assigned: 5 Follow-Up: 4 Closed: 3 To Prosecutor: 1

Kids' Easter Egg Hunt; April 4, 2015; 11:00 a.m.
Allan Yorke Park, 7302 West Tapps Hwy, Bonney Lake
The City of Bonney Lake community Easter Egg Hunt begins promptly at 11:00am at Allan Yorke Park, rain or shine. There is no charge for this event. Children ages 1-11 are welcome. Bring your baskets and your camera to take a free picture with the Easter Bunny!
Don't be late - once the gun goes off, it's over in a manner of minutes!

Haulin' Eggs 5k Fun Run; April 4, 2015; 9:00 a.m.
Allan Yorke Park, 7302 West Tapps Hwy, Bonney Lake
The Haulin' Eggs 5k Fun Run is a hilly course where you literally haul eggs as you run! During this unofficially timed 5k event, participants will collect one egg at each kilometer; each egg corresponds to a goodie at the end of the race. The 5th, and final egg will be an egg shaped finisher prize.
Awards will be given to the overall first place male and female finisher. After the race, join us for the family Easter Egg hunt through Allan Yorke Park!
For details or to register visit the race signup page: