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

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.

Mayor’s Weekly Reporter
City of Bonney Lake
Week Ending April 11, 2015

EXECUTIVE DEPARTMENT

- Showed the Annex to a potential renter.
- Attended a wellness committee event
- Attended the farewell potluck lunch for Senior Accountant Tony Cullerton who accepted a position as the financial manager for the City of Fife. Best wishes to Tony as he continues to advance his career.
- Had a scare with a potential E Coli contamination of our water supply. Turned out to be a false alarm. Nonetheless, it was a good training exercise in case we need to deal with a real contamination. Public works handled it well.

Facilities and Special Projects and Events

- Approximately 3,000 attended the Easter Egg Hunt at Allan Yorke Park, and more than 220 participated in the Haulin’ Eggs fun run (double the most we’ve had for a fun run in the past)
- Gary responded to a garbage service complaint
- Gary met with one of our two custodial products suppliers and Senior Center kitchen staff to review products used to clean that building’s vinyl floors
- Gary researched some issues regarding the Victor Falls house to see what grants may be available – City is not eligible for a state historic preservation grant that is currently open but is eligible for one of two programs that Pierce County is currently offering
- Gary coordinated an issue related to the historical marker plaques that are being made
- Pete Spain is getting prices for replacing gutters at a City-owned rental and Public Works’ Sewer building
- Staff participated in a farewell reception for Senior Accountant Tony Cullerton
- Pete fixed a stovepipe at the Public Works shop building that was leaking water into the building
- Pete and a contractor have been working off-hours to try to find the cause of “faults” in the Justice Center’s fire protection system
- Gary is working with Court staff on increasing the number of usable microphones for the Courtroom’s audio system.
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.
- Preparing financials, reconciling balances.
- Worked on reconciliations.
- Reviewed applicable reported Findings published by the State Auditor’s Office, in an effort to ensure the City’s compliance with related topics.
- Held monthly department meeting

Operations
- Compiled and processed payroll grants.
- 2 staff members attended BARS training in Lynnwood.
- Completed Finance Committee meeting minutes from 3/24 meeting.
- Review of a delinquent Gambling tax customer, and processed penalties and interest on delinquent account.
- Reviewed, entered and processed a check run; 102 combined.
- Processed and billed 18 current false alarm call responses for the month of February.
- Held weekly operations meeting.
- Audited the Irrigation descriptions for Commercial routes.
- While reviewing all route notes; 18 High consumption letters were sent.
- Reconciled and processed the American Express bill.
- Processed 17 new Utility applications, 11 estimated finals, 6 actual closing bills.
- 14 Requests to start and/or stop billing tenants, 6 utility account changes, 14 account transfers.
- 2 No account/do not service est. final, 1 lien release for over $10,000.00
- Boat launch is getting geared up, staff answering calls, and selling boat launch passes
- Closed 54 accounts and issued closing bills.
- Received and coded 5 new utility installs.
- Finance held a going away party for Tony, thanks to all who helped.

ADMINISTRATIVE SERVICES DEPARTMENT

Human Resources:
- HR was notified by the Association Washington Cities (AWC) that we once again qualify as a WellCity for our ongoing wellness programs for employees and their families. The WellCity designation provides a 2% discount on healthcare premiums for AWC medical benefits.
- The Wellness Committee sponsored TNT Wellness for a brown bag session.
- Met with representatives from AFSCME for a bargaining session.
- Completed the recruitments for Part Time Bailiff and Maintenance Worker I – Sewer.
- Completed interviews for two internal candidates for the position of Administrative Specialist II for the Public Works Department.
- Met with one employee and one supervisor to discuss personnel related issues.
- Registered Councilmembers, Mayor, and staff for annual AWC Conference in June 2015.

City Clerk’s Office:
- Met with SharePoint consultants several times to work on final implementation steps; tested sites and provided comments on site configuration and workflow issues.
- Participated in WA Public Records Officers (WAPRO) and WA Municipal Clerks Association (WMCA) committee meetings and communications.
ADMINISTRATIVE SERVICES DEPARTMENT Continued

- Received 1 new public disclosure request; provided estimated response date for 1 request; 1 request expired (no response). Provided information to a requestor via email.
- Assisted with records research for City Attorney, Municipal Court, and Planning. Worked with Community Development & Public Works staff to close out 10+ bonds related to completed projects.
- Web & Social Media: Posted press releases & upcoming events; authorized web connection to WashingtonCPS.com for Child Passenger Safety program; added new service area maps.

Information Services:

- Completed processing of 44 items for surplus. Processed hard drives from surplus items for destruction.
- Troubleshooted PC issues for Finance, Public Works, and Police Department personnel.
- Assisted 1 Utility Customer with account access issue.
- Prepared computers for desktop/laptop replacement.

Senior Services:

- The monthly foot care clinic was held offering service to over 30 participants.
- 5 local crafters sold their wares on Friday.
- Plans are underway for the annual Volunteer Recognition event to be held in May.
- Free tax prep concluded this week. Over 50 seniors were provided free tax preparation courtesy of a volunteer.

POLICE DEPARTMENT

Events:

- Officers Kenyon and Alfano responded to assist a man down (suffering from a Heart Attack) and when they arrived they rendered aid; AED and CPR. The AED was hooked up and administered, shocking the victim. I just spoke with East Pierce Fire and learned the victim is still alive and being ventilated. I was told the Officers quick actions along with their AED may have saved the man’s life. We should know more about the victim in a few days.
- Citizens Academy: The last two days of the academy consisted of Firearms practical (simulator in Orting), EVOC practical, final mock scenes and graduation.

Patrol Incident highlights:

- A female had locked herself into the Lowes Bathroom. She refused to come out and is believed to have been doing/using drugs. The fire department was called and eventually officers went into the bathroom. The female claimed she had female medical problems along with cancer and needed to be taken to the hospital. She had a few Bonney Lake warrants, but was advised.
- Update - Buckley White River Bridge is closed. It was advised that Law Enforcement can now pass over the bridge if necessary, but not encouraged. PD spoke with Buckley Assistant Chief and told him if Buckley needed anything we could assist.
- Suspicious Person, known burglar: Officers located a known subject walking behind New Peking. He was contacted and found to have several BL Warrants and once again shaved keys. Due to NO jail space, he was released and issued another citation for having shaved keys.
- Officers responded to Smoke Town 208/SR 410 E after a citizen reported an unknown male was seen breaking the business window, grabbing something and fleeing into the WSU forest. Officers found only the first window pane was broken, and no entry was made.
- While checking the area for a suspect in the Smoke Shops broken window, Officers located a known male subject laying/passed out in the Bonney Lake Medical building parking lot. After waking him up, it seemed as though he had been using heroin and fell asleep. Noticing two bikes next to the subject, we tried to find out who his friend was. He admitted he had been with another male, but claimed he only knew the other males first name as “Jasper”. The second male was never located or identified. The male subject did not want to leave the parking lot. He was given a blanket and offered assistance, but he declined any help.

- Investigation stats: New Cases Assigned: 5; Follow-up: 12; Closed: 1; Prosecutor: 1
POLICE DEPARTMENT Continued

- Several juveniles were trespassed from Fred Meyer after jumping on the storage containers, setting off the alarms. Two of the juveniles decided to come back and do it again. They ran on foot into the woods upon PD’s arrival and he expertly birddogged them into the awaiting arms of another officer. They were released to their parents and charged with trespassing.

MUNICIPAL COURT

- Arraignment – Pre Trial Calendar held on Wednesday 8th. Approximately 59 persons were in attendance for court with 104 cases reviewed
- Review Calendar held on Monday April 6th. Approximately 68 persons were in attendance for court with 106 cases reviewed
- Traffic Calendar held on Thursday April 9th. Approximately 112 persons were in attendance court with 113 cases reviewed
- Processed an approximately 73 infractions and 17 criminal citation
- Reviewed 110 Delinquent/Non Payment of on accounts
- Processed Passport Applications
- Normal week for probation—mix of supervision and work crew

COMMUNITY DEVELOPMENT DEPARTMENT

Administration

- Together with legal staff, the Director attended oral arguments before the Division II Court of Appeals in the case of Robert Kanany v City of Bonney Lake et al.
- The Director and Staff meet with FEMA representatives and several homeowners to address a flood insurance mapping matter.
- The Director met individually with the Senior Planner, Development Review Engineer, Permit Coordinator and GIS Analyst for the monthly one-on-one meetings.

Code Enforcement

- Confiscated 3 signs at various locations throughout the City.
- Received complaints of a trailer being occupied in Cedarview, upon investigation determined occupant had relocated from one property onto another, issuing notice; about storm water, referred onto City Engineer though advised complainant this may be a private/civil matter; & of a resident having placed barbwire on fence at residence off of Veterans Memorial Drive, issued notice.
- Attended the preliminary hearing for a setback encroachment for property off of North Island Drive.
- Coordinating inspection of crawl space where footing may have been undermined.
- Issued notice to resident off of 79th regarding stockpiling of garbage & to a resident off of Elhi Rim Road regarding junk vehicles and stockpiling of debris/material.

Development Review Engineering

- Completed review of Sky Island Division 6 civil plans.
- Assembled an on-call agreement with the WSDOT Materials Testing division.
- Assisted with building inspections.
- Continued road approach and right-of-way inspections.

Building

- Conducted 69 inspections.
COMMUNITY DEVELOPMENT DEPARTMENT Continued

Permit Center
- The Permit Center received 10 applications and issued 16 permits.
- The Permit Coordinator prepared and distributed the March 2015 Permit Activity Reports.

Current Planning
- Began the final stages of planning archive organization.
- Participated in the Planning Association of Washington Board Meeting.
- Reviewed a residential building permit for consistency with the zoning and critical areas codes.
- Continued working on flood plain development issues with the director.
- Discussed storm water pond easement issues with Public Works staff.
- Continued processing a short subdivision application for a property along Locust Avenue East.

GIS
- Reducing the total length of Sewer Mains included for the first Sewer Main Video map and survey from 62K to 35K feet of pipe, centered on Park Lake, just west of Allan Yorke Park.
- Coding Sewer Main Material in GIS for the entire Sewer System.
- Received dedication deeds for 2 new sections of Right-of-Way in Eastown - 219th Ave E and 101ST Street E.
- Received a new private driveway easement and termination of an old utility easement in Eastown.
- Updated the Future Eastown Public Roads map.
- Provided the Water Monitoring Site Maps to the Water Crew; a Sewer System Map to Finance; & Park Amenity maps to Planning.
- Created a bid package site map for the sale of the surplus City property to the City Administrator.
- Acquiring cost estimates for a new large document storage cabinet for the as-built library.
- The GIS Analyst has his monthly one-on-one meeting with the Community Development Director. Discussed WSU Forest commercial and public facility parking, shopping center vision, and SR410 traffic flow improvements.

PUBLIC WORKS DEPARTMENT

Engineering and Contract Administration
- Public Works staff coordinated a response with TPCHD, DOH, and the Pierce County Emergency Operations Center concerning one false-positive test result for E-coli bacteria. Prepared to issue a Boil-Water Advisory press release that was not needed since the second round of test results came back negative for E-coli bacteria.
- Prepared the CDC meeting agenda and notes. Four actions were forwarded to next week’s City Council meeting.
- PW staff held their monthly CIP review meeting.
- Assistant City Engineer Budzynski is working closely with City of Sumner staff to ensure that we are billed for our share of the WWTF costs in a timely manner. This allows the City to make draws on our Public Works Trust Fund loan in time to avoid possible withdrawal of funds the state legislature is considering.
- Assistant Engineer Fonda is working on design standard updates from PW Operation internal review comments. These are being coordinated with the Development Engineer and PW Operations staff.
- Assistant City Engineer Budzynski attended the monthly TCC meeting in Tacoma. The PSRC representative provided an update on the status of the 2015 FHWA obligated funds. PSRC received 27 6-month extension requests that totals $41M. The Committee listened to presentations from the agencies representing Pierce County who will be bidding for rural grant dollars this month.
- Director reviewed ROW dedication documents for the Chan parcels submitted by Mr. Kane supporting his new Eastown development. Advised City Council that these documents were now complete. Per direction from City Council, placed the condemnation ordinance for the sewer easement across the Shepard-Morris parcel on next week’s City Council agenda.
PUBLIC WORKS DEPARTMENT Continued

CIP Construction Contracts:
- SR 410 Pedestrian Improvements ~ Contractor completed installation of 640 cubic yards of geo-foam blocks for the moment slab sidewalk section and removed asphalt pavement pieces from the staging area. Concrete subcontractor started installing containment platform on the SR410 Bridge. Staff is preparing the second pay estimate.
- SCADA System Upgrades Phase 1 ~ Contractor has completed the upgrades for Lift Station 21. A startup of the new controls for LS-21 is scheduled for next Thursday. The Contractor will start working on the upgrades for LS-2 next week.

CIP Planning and Design Contracts:
- PW and CD staff met to review the status and details of the mobility and utility comprehensive plan updates.
- SR410 & VMD Intersection Improvements ~ City Engineer Woodcock is continuing to review PS&E package and sending comments to design team. WSDOT has finished their review comments for final advertisement package. Staff has interviewed two of the three firms to provide construction management assistance on this contract. A recommendation for this contract award will be provided next week. Once WSDOT completes review of the Funding Package, the City will advertise the construction contract.

SR410 & VMD Intersection Improvements ~ City Engineer Woodcock is continuing to review PS&E package and sending comments to design team. WSDOT has finished their review comments for final advertisement package. Staff has interviewed two of the three firms to provide construction management assistance on this contract. A recommendation for this contract award will be provided next week. Once WSDOT completes review of the Funding Package, the City will advertise the construction contract.

186th Avenue Corridor Project ~ ROW agent is continuing to work with property owners for Right of Way purchases. Design is continuing.
- Lakeridge 2 Pump Station Design ~ Received a second round of plans and specification for review. Changes to the building and piping design were made in response to the pump manufacturer’s requirements for warranty.

Commercial – Residential – School District Contracts:
- Reviewed three residential stormwater submittals and two right-of-way permits and inspections.

Operations & Maintenance Division:
- Director discussed the new FOG ordinance with Little Caesars and Pizza Hut managers.

Sewer Lift Stations:
- Completed 12 preventative maintenance checks at lift stations.
- Staff rebuilt failed air vac and cleaned station at LS #21.
- Installed rodent and insect control systems at various lift stations and emergency generators to prevent damage to electrical components.
- Cleaned lift station #’s 2, 12, 13, 18, & 21.

Sewer Collection System:
- Completed 32 Fats, Oils, and Greases (FOG’s) inspections at commercial establishments.
- Distributed FOG’s Best Management Practices posters to commercial establishments to assist employees with minimizing impacts of FOG’s on the sewer collection system and internal plumbing.
- Video inspected sewer main line and side sewer stub on 183rd Ave E.
- Performed maintenance, adjustments, and record keeping at the Falling Water Community sewer drainfield.
- Participated in a field demonstration of a magnetized man hole lid lifting device that would minimize risk of staff injuries.
- Continued daily monitoring of sewer force main and water line trestle crossing lake Tapps inlet flume. Staff have been removing debris from the trestle supports as Lake Tapps is filled.

Stormwater Maintenance:
- Continued cleaning & inspecting catch basin/manholes and jetting culverts
- Chipped branches and cleaned up shed area at the Reed property.
- Delivered a load of wood chips to the Community Garden.
PUBLIC WORKS DEPARTMENT Continued

- Installed the “Chamber of Commerce” sign on the Service Sign Marquis at Gateway Park.
- Spot sprayed recurring noxious weeds (Poison Hemlock) behind the Reed property and SR 410 in Eastown.
- Mowed the Reed property, Boat Trailer Parking area and Ascent Gateway
- Mowed Water Sites: Tacoma Point, Lakeridge, Ponderosa, Peaking, Grainger Springs, Victor Falls, Tacoma Point Well Site and Sewer Lift Station 21 (27.7 Acres).
- Filled the water fall at Ascent Gateway.

Parks Maintenance:

- Dana Fugere (Parks Lead) supported the Easter Egg events over the weekend.
- Unlocked the Fennel Creek Trail gate each work day.
- Completed Daily Garbage Collection in all parks, weekly playground equipment inspections, and baseball infield maintenance.
- Mowed and Trimmed the Public Safety Building, Field 4 (2X), Allan Yorke Park field, playground, beach area and Cedar View Park.
- Installed little league fence at Field 4. Completed the final adjustment to the Little League Fence at Field #1.
- Applied weed abatement chemicals at the Public Safety Building.

Water Customer Service:

- Completed one water availability request.
- Performed 44 underground utility locate requests.
- Responded to 27 Customer Service requests from Finance, 2 from PW Ops Admin, and delivered 4 NSF door hangers.
- Assisted concerned customer with high consumption bill determine actual usage and cause for high consumption.
- Investigated 20 ‘Zero Consumption’ meters and changed out one found to be improperly operating.
- Installed one new 1-inch meter, and changed out sixteen 5/8-inch meters from manual read to radio read.
- Responded to afterhours water service line leak and completed repairs.

Water Production:

- Completed chemical feed system repairs at Victor Falls and Grainger Springs.
- Received water treatment chemical delivery at Grainger Springs.
- Completed 14 routine coliform samples and 11 repeat/investigative coliform samples.
- Worked with GIS staff to prepare Coliform Monitoring maps.
- Prepared monthly production reports.

Water Distribution:

- Completed site checks at all City reservoirs and pumping stations.
- Completed 7 service line freezes to allow developers of single family houses to install residential fire sprinkler systems. Installed ten new 1” water meters.
- Continued daily monitoring of water line crossings of Lake Tapps.
- Prepared surplus inventory items for disposal.
- Met with City Engineering staff to update City Design Standards.

Best wishes to Christy McQuillen who left for the City of Bend, Oregon after 15 years of services to the City of Bonney Lake.
Spring Clean Up Week
DM Disposal
April 20-25, 2015

During Spring Clean Up Week the City's solid waste company, DM Disposal, will pick up extra garbage, recycling and/or yard waste and one appliance at no additional charge for customers inside Bonney Lake city limits.

In 2015 a FREE SHREDDING EVENT will be held on Saturday as part of Spring Clean Up Week, in conjunction with Parks Appreciation Day events.

Spring Clean Up is available to customer accounts inside the city limits of Bonney Lake only. This offer does not apply to Murrey's Disposal customers with accounts in unincorporated Pierce County. Not sure if you live inside the City limits? Check our City Limits map or call the City receptionist at (253)862-8602 for assistance.

Clean Up Week Details & Requirements

Extra Garbage/Yard Waste

- Curbside pick-up only (no alley access).
- Up to 3 extra cans/bags of garbage and/or yard waste.
- Additional cans/bags must weigh no more than 45 lbs when full.
- Extra cans or bags of garbage or yard waste should be placed for curb-side pick up by 7:00 am on your regular garbage pick up day.

Appliance Disposal

- One (1) appliance per household.
- Acceptable appliances include: Refrigerators, stoves, microwaves, dishwashers, freezers, hot water heaters, washers or dryers.
- Appliances must be placed for pickup by MONDAY morning.

Free 'Shredathon' Event Details

- April 25, 2015 from 10am to Noon at Midtown Park (WSU Forest, behind Fred Meyer - 20901 SR 410)
- Individuals are permitted to bring up to 1 file box or 2 grocery bags of documents.
- Do not bring stiff metal, plastic bags, DVDs or other items that will jam the shredder.
- For more information and tips on what to shred, visit the WA Attorney General’s website www.atg.wa.gov
- A special thank you to Bonney Lake Fred Meyer for supporting this event!
Parks Appreciation / Arbor Day

Saturday April 25, 2015
Location: Midtown Park
(WSU Forest)
Time: 9:00 a.m. to Noon

Come join residents from all over Pierce County as we clean up our local parks! Events are scheduled all around Pierce County for Parks Appreciation Day, including in Bonney Lake!

Bonney Lake volunteers will meet at the Midtown Park (WSU Forest) entrance behind Fred Meyer & Regal Cinemas (same location as past years), on the South side of SR 410 between South Prairie Rd and 214th Ave E. For more information contact Facilities & Special Projects Manager Gary Leaf or Special Events Coordinator David Wells.

WHAT IS IT
• Parks and recreation programs bring tremendous benefits to people of all ages and our community.
• They contribute to helping us live longer, better lives through active pursuits, new life skills, educational programs and safe activities.
• Great parks and programs also help build a stronger community, connecting individuals, families and groups through the power of play.
• Recreation programs and engaging, exciting facilities help keep kids active and off the streets. There are also benefits for the environment and the economy.

WHAT SHOULD I BRING
• Volunteers can help by wearing warm, appropriate clothes, depending on the weather.
• By bringing tools from their homes such as small hand tools, loppers, pruners, gloves, rakes, shovels, small pitch forks and even wheelbarrows (make sure and label them!).
• Volunteers are encouraged to carpool to the site they chose.
• Most of all bring your enthusiasm, smiles and be ready to burn some calories and have fun!

BENEFITS OF PARTICIPATING
• You can improve your community.
• You can help beautify your neighborhood park.
• You can get active and enhance your own health and well-being.
• You can help bring communities, businesses and neighborhoods together towards one common cause.
• You can increase family and children awareness of nature and their environment.
• You can make a difference, because together we can