

CITY COUNCIL MEETING

**February 10, 2009
7:00 P.M.**

AGENDA

City of



The City of Bonney Lake's Mission is to protect the community's livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services.
Website: www.ci.bonney-lake.wa.us

"Where Dreams Can Soar"

SIGN-UP TO SPEAK FOR SPECIFIC ACTION ITEMS ON THE AGENDA: *If you have signed-up prior to the Council meeting to speak with respect to a particular ordinance or resolution appearing on the agenda, you will be recognized to address the Council for up to one minute before the Council takes action on that item. Those wishing to address such items on the "Consent Agenda" should do so during the "Citizen Comments" portion of the Agenda. If the Council chooses to discuss the item further after taking comments, they may restrict additional public comment before taking action. Please look for the sign-up sheets near the Council Chamber doorway. (See Item II B. for Citizen Comments on other items of City business.)*

I. CALL TO ORDER – Mayor Neil Johnson, Jr.

A. Flag Salute – Mayor Neil Johnson, Jr.

B. Roll Call:

Elected Officials: Mayor Neil Johnson, Jr., Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Laurie Carter, Councilmember Dan Decker, Councilmember Mark Hamilton, Councilmember Dave King and Councilmember Jim Rackley.

[Management Staff expected to be in attendance: City Administrator Don Morrison, Public Works Director Dan Grigsby, Police Chief Mike Mitchell, Planning and Community Development Director John Vodopich, Chief Financial Officer Al Juarez, Administrative Services Director Harwood Edvalson, Community Services Director Gary Leaf, and City Attorney Jim Dionne.]

C. Announcements, Appointments and Presentations:

1. Announcements:
2. Appointments:
3. Presentations: [A 1.2]

D. Agenda Modifications:

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

A. Public Hearings: None.

B. Citizen Comments:

You may address the City Council on matters of City business for up to 5 minutes. Those commenting about ordinances or resolutions on the "Consent Agenda" should limit their comments to one minute per item. When recognized by the Mayor, please state your name and address for the official record. Designated representatives speaking on behalf of a group may take up to 10 minutes on matters of general City business.

C. Correspondence: [A 1.2]

III. COUNCIL COMMITTEE REPORTS:

- A. Finance Committee
- B. Community Development Committee
- C. Public Safety Committee
- D. Other Reports

IV. CONSENT AGENDA:

The items listed below may be acted upon by a single motion and second of the City Council. By simple request to the Chair, any Councilmember may remove items from the Consent Agenda for separate consideration after the adoption of the remainder of the Consent Agenda items.

- A. **Approval of Minutes:** January 6, 2009 Council Workshop, January 13, 2009 Council Meeting, January 20, 2009 Special Joint Council/Planning Commission Meeting and January 27, 2009 Council Meeting.
- B. **Accounts Payable Checks/Vouchers:** Accounts Payable checks/vouchers #54281 thru #54354 (including wire transfer #'s 1212009, 12082008 & 12302008) in the amount of \$577,639.67; Accounts Payable checks/vouchers #54355 thru #54356 in the amount of \$307.24; Accounts Payable checks/vouchers #54357 thru 54439 in the amount of \$253,375.94.
- C. **Payroll Certification:** Payroll for January 16-31st, 2009 for checks 27975-28012 including Direct Deposits and Electronic Transfers in the amount of: \$ 579,839.49.
- D. **AB09-11 – Ordinance D09-11** – An Ordinance Of The City Of Bonney Lake, Pierce County, Washington Relating To The Definition Of Building Height In The Zoning Code And Amending Sections 18.04.020 And 18.04.70 Of The Bonney Lake Municipal Code And Ord. Nos 740 And 746.
- E. **AB09-12 – Ordinance D09-12** - An Ordinance Of The City Of Bonney Lake, Pierce County, Washington Relating To The Permit And Permit Application Extensions And Amending Section 15.04.081 Of The Bonney Lake Municipal Code And The Corresponding Sections Of Ordinances 1230 And 1035.
- F. **AB09-25 – Ordinance D09-25** - An Ordinance Of The City Of Bonney Lake, Pierce County, Washington, Amending Title 18.31 BLMC With Regard To Parking Stall Dimensions.
- G. **AB09-26 – Resolution 1915** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing A Personal Services Agreement With Eilts & Co, PS To Prepare Financial Statements For The Year Ending December 31, 2008.
- H. **AB09-24** – A Motion Of The Bonney Lake City Council Authorizing Out Of State Travel For Sgt. Sasaki And Officer Kiblinger To Tampa, FL.

V. FINANCE COMMITTEE ISSUES: None.

VI. COMMUNITY DEVELOPMENT COMMITTEE ISSUES: None.

VII. PUBLIC SAFETY COMMITTEE ISSUES: None.

VIII. FULL COUNCIL ISSUES: None.

IX. EXECUTIVE SESSION: Pursuant to RCW 42.30.110, the City Council may hold an executive session. The topic(s) and the session duration will be announced prior to the executive session.

X. ADJOURNMENT

For citizens with disabilities requesting translators or adaptive equipment for communication purposes, the City requests notification as soon as possible of the type of service or equipment needed.

THE COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA

CITY COUNCIL WORKSHOP

January 6, 2009
5:30 p.m.

MINUTES



"Where Dreams Can Soar"

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Audio Time
Stamp ↓

Call to Order:

Mayor Neil Johnson, Jr. called the Workshop to order at 5:30 p.m.

Roll Call: [A1.3]

City Clerk Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Swatman, Councilmember David Bowen, Councilmember Laurie Carter, Councilmember Dan Decker, Councilmember Mark Hamilton, Councilmember David King, and Councilmember James Rackley.

[Staff Members in attendance were City Administrator Don Morrison, Chief Financial Officer Al Juarez, Community Development Director John Vodopich, Police Chief Mike Mitchell, Community Services Director Gary Leaf, City Engineer John Woodcock, City Attorney Jim Dionne, Administrative Services Director/City Clerk Harwood Edvalson and Records & Information Specialist Susan Duis.]

Agenda Items:

5:33:39

1. **Action: AB09-08 – Resolution 1912** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing a Contract with the Bonney Lake Police Guild for a Labor Agreement Covering the Police Officers and Support Services.

Deputy Mayor Swatman moved to approve Resolution 1912. Councilmember Bowen seconded the motion.

Police Chief Mitchell reminded the Council of their previous discussion of the Guild contract in October, 2008. He said due to a misunderstanding, the contract process was not completed and is coming before the Council now for approval. He said there are a few changes from the contract reviewed in October, mostly due to updated information or errors in the original. For example, the insurance coverage had to be changed because the carrier eliminated some services. He said any changes would be ratified through Memorandums of Understanding with the Guild.

Chief Mitchell said the Police Department wages are about \$200 per month below the median for cities of similar size, and the new contract brings wages up to near the median range. Councilmember Decker asked if the department is satisfied with their insurance carrier. Chief Mitchell said they are happy with the coverage they receive. Mayor Johnson said he fully supports the three-year contract and congratulated the Chief for his hard work.

Motion approved 7 – 0.

5:38:31

2. **Discussion:** AB09-06 – Resolution 1910 – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Opposing Proposition 1, Charter Code City.

Councilmember Carter said she submitted the item for discussion as the election for Proposition 1 is February 3, 2009. She said citizens have the right to vote on the issue, but said the amount of time and money required is too great, and there is no clear reason behind the proposition to change the form of government. City Attorney Dionne said the law gives councils the opportunity to express opposition or support for propositions in the form of a motion, resolution or ordinance, and the proposed resolution is an appropriate way to voice a majority opinion of the Council. He said those opposed to the proposed resolution have equal opportunity to speak, and Citizens also have an opportunity to speak on the issue.

Councilmember Decker asked how much time and money Councilmember Carter expects will be needed. Councilmember Carter referred to the information that has been provided by the City on its website. She said if Proposition 1 passes, the Charter Commissioners will have 180 days to write the charter, and the charter will come on the next ballot along with any new elected positions and any current positions that are up for election. She said citizens are expressing confusion and she wants to be sure they are getting the information they need. Councilmember Decker said the information the City has provided online is misleading. Mayor Johnson said the same document has been included by the Pierce County Auditor with election materials in print and online.

Councilmember Bowen said he will abstain from voting on proposed Resolution 1910, as he believes the people can vote without his recommendation. He said he feels that if he votes on Resolution 1910, it tells citizens that he wants them to vote a certain way. Councilmember Hamilton said he understands Councilmember Bowen's point but feels this situation is different from a park bond or an issue outside the City. He said it is important to clearly communicate to citizens that the Proposition did not come from the Council and whether the Council supports it. Councilmember Rackley and Mayor Johnson said citizens have asked them why the City initiated the proposition, why the City would spend money on this, etc., and have had to explain to citizens that this is not a Council-initiated proposition. Deputy Mayor Swatman agreed with Councilmember Hamilton. He said the Charter process is complicated, long and possibly costly.

Councilmember King spoke in favor of proposed Resolution 1910. He suggested rephrasing the sentences in section E. to declarative statements rather than questions, and eliminating a sentence about Charter Commissioners' qualifications. Deputy Mayor Swatman and Councilmembers Bowen, Carter, Hamilton and Rackley spoke in favor of Councilmember King's proposed revisions. Councilmember Carter suggested amending Section B to add language about the City Council: "This proposition is not necessary, was not initiated by the City Council, and the voters have already spoken regarding adoption of the council-manager plan of government."

Councilmember Decker said the proposed resolution refers to "Councilmember Decker's" petition, but the Charter proposition comes from two separate petitions with over 1,000 signatures. He said citizens will be concerned about how the Council has acted and acts in the future. Councilmember Carter said the City's resolution log shows that the Council has passed similar resolutions stating the Council's position on an issue

as far back as 1972. Councilmember consensus was to bring the proposed resolution forward to the January 13, 2009 Meeting for action.

5:59:19

3. **Council Open Discussion.**

Letter to the Editor

Mayor Johnson provided Councilmembers with his memo regarding a letter to the editor that was published in the January 7, 2009 Bonney Lake Courier Herald. He said he wanted the Council to be aware and to get all the facts.

Federal Stimulus Package

Councilmember Bowen asked for an update on projects submitted for possible federal stimulus package funding. Mayor Johnson said several items were submitted and the Puget Sound Regional Council will qualify and rank area projects at their meeting next week. Councilmember Bowen said citizens asked him if sewer projects in Eastown were submitted. City Administrator Morrison said they were not, as they are still in the design phase and not ready for construction. He added that this project would not create as many jobs as others.

Snow Removal

Councilmember Hamilton congratulated Public Works staff for dealing with the recent snowfall. He said the City roads were in good shape, but the County roads, where deicer mix was used, were in better condition. Mayor Johnson said Director Grigsby is working with the County on a possible agreement for maintaining major roads in future snowstorms. Mayor Johnson said there was great communication between Public Works, the Police Department and City Hall during the storms, and Bonney Lake was better off than other cities in the area. Deputy Mayor Swatman also thanked staff, and said he is glad they are looking at other options to improve road conditions. He said many small businesses in the City did a better job clearing sidewalks, entrances, and parking lots than large stores did after the snow. Mayor Johnson said he would add something to the newsletter, and asked Chief Mitchell to bring up snow clearing issues with business owners during their next regular meeting. Mayor Johnson also thanked local business Corliss Redi-Mix for providing sand to Public Works crews when they ran out late at night during the storm. Councilmember Decker said the staff did a great job clearing roads without using salt, which is very corrosive and damaging to vehicles.

Speed Limit Sign

Councilmember Rackley said one speed limit sign on Myers Road was changed to 30 MPH, but another still reads 25 MPH. John Woodcock said he would work on the error.

Council Retreat

Councilmember Carter asked about plans for the Council Retreat, noting that the AWC Legislative Action Conference is on February 18-19, 2009. City Administrator Morrison said he planned to wait until after the Special Election and AWC conference, and asked Council to provide feedback on possible dates and locations.

Sidewalk Grant

Councilmember Carter congratulated the City on the recently announced grant award for sidewalks along SR 410 in Midtown. She said she received a lot of positive feedback from citizens. Mayor Johnson thanked staff for their hard work and said the City received well over \$2 million in grant funds recently. Councilmember Decker

asked if the speed limit would be lowered once the sidewalk is installed. City Engineer Woodcock said the State decides speed limits, and the City can ask the State to evaluate highway speeds. He said the sidewalk will be installed past the roadway and shoulder, and likely would not lead to a change in the speed limit on 410.

Chamber of Commerce Awards Banquet

Councilmember Carter reminded Councilmembers of the upcoming Chamber of Commerce awards banquet on January 31, 2009.

Police Chase

Councilmember Carter congratulated the Police Department for their participation in the successful high-speed chase in Puyallup on January 2, 2008.

Emergency Operations Center

City Administrator Morrison attended a joint emergency management meeting earlier in the day regarding the heavy rains expected in the next two days. He said the City has been asked to activate the Emergency Operations Center on the morning of January 7, 2009 to support Sumner's emergency management efforts. He said the City will help Sumner and Orting with sandbagging and said there is some chance of landslides in the Bonney Lake area.

Planning Commission Updates

Deputy Mayor Swatman said the first joint meeting between the Council and Planning Commission is January 20, 2009. He asked Councilmembers to think of potential items for the Planning Commission work plan. He suggested looking at townhomes, minimum density in R-2 and R-3 zones, and where to allow Accessory Dwelling Units.

Annexation Study

Councilmember Rackley asked for an update on the annexation study. Director Vodopich said the draft study is under review, and the City Administrator and Chief Financial Officer are working on the economic portion. He said the consultants working on the study (AHBL) will probably brief the Council on the study in February. Councilmember Decker asked when the City will reach a population of 25,000 or more, as the City will become responsible for maintaining SR 410 at that point. Director Vodopich said the annexation process depends on study results, Council action, and elections, and may take several years.

6:20:50

4. **Review of Council Minutes:** November 25, 2008 Council Meeting, December 2, 2008 Council Workshop, December 9, 2008 Council Meeting and December 16, 2008 Council Workshop.

Councilmember Carter complimented the City Clerk's office on the content of the meeting minutes, and said she had no corrections to offer. By consensus of the Council, the minutes were moved forward for approval at the January 13, 2009 Meeting.

5. **Discussion:** ~~AB09-11 D09-11 Building Height Definition.~~
This item was pulled from the agenda, to be discussed at a future workshop.
6. **Discussion:** ~~AB09-12 D09-12 Permit Extensions.~~

This item was pulled from the agenda, to be discussed at a future workshop.

6:21:30

7. **Discussion:** AB09-13 – Parliamentary Rules for Boards and Commissions.

Administrative Services Director/City Clerk Edvalson asked the Council for input on adopting parliamentary rules for the City's appointed boards and commissions. Mayor Johnson said the Park Board will begin holding meetings in the Council Chambers and record all meetings, like the Council, Planning Commission and Design Commission. The City Clerk asked for input on whether the boards and commissions should be required to use the same parliamentary rules and procedures as the Council.

Councilmember Decker spoke in support of making Sturgis' Standard Code of Parliamentary Procedures the standard for all boards and commissions. Councilmember Bowen spoke against requiring use of the Procedures. He said people can use them to make mischief, dominate meetings and bully others. Councilmember Decker said all councils, board and commissions are required by law to use some procedure; City Attorney Dionne said there is no legal requirement to use a particular set of procedures.

The City Attorney advised using the Standard Code of Parliamentary Procedures as a guide for boards and commissions, which would help them resolve issues and have efficient meetings. Council consensus was to make the Standard Code of Parliamentary Procedures a guide for appointed boards and commissions, but not a requirement. In addition, consensus was to provide boards and commissions with a copy of the procedures book (or excerpts) and a training seminar on meeting procedures.

6:33:55

8. **Discussion:** AB09-15 – D09-15 – Updates to the Floodplain Code.

Director Vodopich said a representative from the Department of Ecology visited the City and deemed the floodplain code inadequate. He said since the City participates in the National Flood Insurance program, he's recommending that the Council repeals the old code and adopts the State's model floodplain code by ordinance. Councilmember King asked what areas of Bonney Lake are most affected by the floodplain code. Director Vodopich said areas near Fennel Creek apply, and there are only about 15 flood insurance policies in effect in the City currently. He said it's important to keep the code up to date and consistent to avoid problems with floodplain insurance.

Councilmember King said as the City grows, staff are kept very busy simply keeping things functioning, and do not have time to go through the code to keep elements up to date when new state and federal regulations come into effect. He recommended the City initiate a procedure to review sections of the municipal code on a schedule. Director Vodopich agreed, and said Community Development staff started a list of portions of the code that need to be cleaned up. City Administrator Morrison agreed and hopes to set up a process to identify and prioritize code updates. He said it will take some time to review all the municipal code, but it is essential. Council consensus was to forward D09-15 to the January 13, 2009 meeting.

6:42:26

9. **Executive Session:**

Pursuant to RCW 42.30.110(1)(b) and RCW 42.30.110(1)(i) the City Council adjourned

to an Executive Session with the City Attorney at 6:43 p.m. for fifteen minutes to discuss current litigation. The Workshop reconvened at 7:03 p.m.

7:03:03

10. **Adjournment:**

At 7:03 p.m., Councilmember Rackley moved to adjourn the meeting. Councilmember Bowen seconded the motion.

Motion approved 7 – 0.

Harwood T. Edvalson, CMC
City Clerk

Neil Johnson, Jr.
Mayor

Items submitted to the Council meeting of January 6, 2009:

- City of Bonney Lake – *Memo from Mayor Johnson to Council Members re: Budget Status* – Mayor Neil Johnson.

CITY COUNCIL MEETING

January 13, 2009
7:00 P.M.

MINUTES

City of



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Audio Time Stamp ↓

I. **CALL TO ORDER** – Mayor Neil Johnson, Jr. called the meeting to order at 7:01 p.m.

A. Flag Salute – Boy Scout Troop #548 led the audience in the Pledge of Allegiance.

B. Roll Call: [A 1.3]

City Clerk Edvalson called the roll. In addition to Mayor Neil Johnson, Jr., elected officials attending were Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Laurie Carter, Councilmember Dan Decker, Councilmember Mark Hamilton, Councilmember Dave King and Councilmember Jim Rackley.

[Staff members in attendance were City Administrator Don Morrison, City Attorney Jim Dionne, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Police Chief Mike Mitchell, Community Services Director Gary Leaf, Administrative Services Director/City Clerk Harwood Edvalson and Records & Information Specialist Susan Duis.]

C. Announcements, Appointments and Presentations: [A 3.6.9]

1. Announcements:

Mayor Johnson asked Councilmembers to be sure to use their microphones when speaking for good quality recordings.

Mayor Johnson announced that Assistant Public Works Director Rick Shannon submitted a letter saying he will be retiring on January 31, 2009. A retirement party is scheduled for January 31, 2009, and those who want to attend should coordinate with Public Works for tickets. Mayor Johnson said Mr. Shannon will be greatly missed.

2. Appointments:

a. **AB09-19** – Motion of the Bonney Lake City Council to Confirm the Mayor's Appointment of Karen A. Witters as a Park Board Commissioner.

Councilmember Decker moved to approve the motion. Deputy Mayor Swatman seconded the motion.

Mayor Johnson said Karen Witters was unable to attend the meeting, but she is very excited about joining the Park Board. She will replace Leota Musgrave on the board.

Motion approved 7 – 0.

3. Presentations: None.

D. Agenda Modifications: None.

7:05:28

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

A. Public Hearings: None. [A 3.6.12]

B. Citizen Comments: [A 1.5]

Louisa Smith, 20112 Church Lake Rd, said the Food Bank received sufficient donations to purchase a newer refrigerated truck and had extra funds left over for insurance and fuel costs. She said funds came from a Muckleshoot Tribe grant, community organizations and individuals. Mrs. Smith also thanked the City staff responsible for setting up the Christmas decorations at Ascent Park. She said they looked very nice and classy. She also thanked the Public Works crew for their work during the winter weather. She said Bonney Lake took better care of its streets, and therefore its citizens, than other cities in the area. She said in years past the roads were not cleared. She appreciated that when potholes appeared after the snow they were filled within a couple of days.

Mayor Johnson agreed with Mrs. Smith's comments and said Public Works and the Council should be proud of the staff's work. He said he is reviewing the City's response internally with the Police Chief and Public Works Director to see what can be done better in the future.

C. Correspondence: None. [A 1.2]

7:10:31

III. COUNCIL COMMITTEE REPORTS: [A 3.6.4]

A. Finance Committee: Deputy Mayor Swatman said the committee met at 5:30 p.m. earlier in the evening and discussed proposed Resolutions 1907 (a grant for historical markers), 1911 (Chamber of Commerce service agreement) and 1914 (courier services contract).

B. Community Development Committee: Councilmember Rackley said the committee met on January 6, 2009 and forwarded the following items to the Meeting agenda: D09-15 (flood plain regulations), Resolution 1908 (sewer developer extension agreement), Resolution 1913 (water developer extension agreement), and AB09-02 (project completion).

C. Public Safety Committee: Councilmember King said the committee met on January 5, 2009 and forwarded two items to the agenda: Resolution 1901 (Buckley jail services contract addendum) and Resolution 1906 (detective vehicle lease). The Committee also worked on setting goals for 2009 and on revisions to a Memorandum of Understanding for the Auto Theft Task Force agreement. The Committee's next meeting is February 2, 2009.

D. Other Reports:Vets Meet Vets

Mayor Johnson said he attended the 'Vets Meet Vets' event in Buckley on January 10th. Mayors from all the cities on the plateau attended. He said he met veterans from Bonney Lake who asked about services for veterans in the City. Mayor Johnson said he got them in touch with the Veteran's Memorial Committee and is looking at options including making space available for a volunteer to help veterans with claim forms or other services.

Eagle Scouts Ceremony

Mayor Johnson attended a ceremony for Eagle Scouts in a Court of Honor on January 10, 2009. He said three Eagle Scouts from Bonney Lake and three from Sumner all did service projects in Bonney Lake. Brian Judkins worked on landscaping at Madrona Park; Nathan Judkins built a kiosk at Mardona Park; Jon Conklin constructed geese nesting houses on the lake; Jon Ingroum installed a flag pole and flag at the Bonney Lake High School football field; Willy Bulzomi built a kiosk at Allan Yorke Park; and Michael McConkey worked on landscaping, signs and benches at the Lake Jane pool and courts. Mayor Johnson said Jon Ingroum raised \$2,500 through fundraising after a donor withdrew. Mayor Johnson thanked the Eagle Scouts for their projects and said the Cub Scouts, Boy Scouts and Eagle Scouts are doing great things in the community. He encouraged anyone who wants to participate in projects like these to contact Community Services Director Gary Leaf.

Ascent Park Decorations

Mayor Johnson thanked Community Services staff for their work decorating Ascent Park. Councilmember King said he had given the staff a hard time about the cost of LED lights for the gateway, but he has heard many compliments this year. He said the lights are energy efficient, look great and will last many years.

7:19:51

IV. **CONSENT AGENDA:** [A 3.6]

- A. **Approval of Corrected Minutes:** November 25, 2008 Council Meeting, December 2, 2008 Council Workshop, December 9, 2008 Council Meeting ~~and December 16, 2008 Council Workshop.~~ *Moved to Full Council Issues, Item B.*
- B. **Accounts Payable Checks/Vouchers:** Accounts Payable checks/vouchers #53776 thru #53883 (including wire transfer #'s 11122008 & 91000022) in the amount of \$784,058.14; Accounts Payable checks/vouchers #53884 thru #53901 in the amount of \$2,019.99; Accounts Payable checks/vouchers #53902 thru 53972 in the amount of \$393,132.79; Accounts Payable checks/vouchers #53973 thru 54069 (including wire transfer #4215791) in the amount of \$192,098.90; Accounts Payable checks/vouchers #54070 thru 54073 in the amount of \$1,070.68; Accounts Payable checks/vouchers #54074 thru 54074 in the amount of \$2,228.92.
- C. **Payroll Certification:** Payroll for December 1-15th, 2008 for checks 27807-27812, including Deposits and Electronic Transfers for \$ 106,574.69 (Police Department); and Payroll for December 1-15th, 2008 for checks 27813-27842, including Deposits and Electronic Transfers for \$ 252,156.13 (AFSCME and Non-represented). Payroll for December 16-31st, 2008 for checks 27843-27852, including Deposits and

Electronic Transfers for \$ 174,689.04 (Police Department).

Payroll for December 16-31st, 2008 for checks 27853-27889, including Deposits and Electronic Transfers for \$ 387,593.32 (AFSCME and Non-represented).

- D. **AB09-15 – Ordinance D09-15** – An Ordinance of the City of Bonney Lake, Pierce County, Washington, Amending Bonney Lake Municipal Code Sections 16.20.030, 16.20.040, 16.20.060, and 16.20.070, and Their Underlying Ordinances; Repealing BLMC Chapter 16.26, and its Underlying Ordinances; and Adding a New BLMC Chapter 16.26 to Allow for Adequate Flood Control Regulations.
- E. **AB09-01 – Resolution 1907** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing the Mayor to Sign a Grant Agreement with Pierce County to Place Historical Markers in Bonney Lake.
- F. **AB09-04 – Resolution 1908** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing a Sewer Developer Extension Agreement with Michael R. Mastro for the Sunrise Manor Estate Project.
- G. **AB09-09 – Resolution 1913** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing a Water Developer Extension Agreement with Puget Sound Energy Company.
- H. **AB09-16 – Resolution 1901** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing the Mayor to Sign the 2009 Buckley Jail Service Contract Addendum.
- I. ~~**AB09-18 – Resolution 1906**~~ – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing a Contract with Northwest Fleet Lease, Corp. *Moved to Full Council Issues, Item C.*
- J. **AB09-02** – A Motion of the City Council of the City of Bonney Lake to Accept as Complete the Bonney Lake Blvd/183rd/Locust Roadway, Sidewalk and Watermain Improvements Contract with Les Russell Construction.

Councilmember Decker requested to move the December 16, 2008 Workshop Minutes to Full Council Issues, Item B., and to move Resolution 1906 to Full Council Issues, Item C.

**Consent Agenda approved 6 – 1.
Councilmember King voted no.**

V. **FINANCE COMMITTEE ISSUES:** None.

VI. **COMMUNITY DEVELOPMENT COMMITTEE ISSUES:** None.

VII. **PUBLIC SAFETY COMMITTEE ISSUES:** None.

7:24:56

VIII. **FULL COUNCIL ISSUES:**

- A. **AB09-06 – Resolution 1910** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Opposing Proposition 1, Charter Code City.

Councilmember Rackley moved to approve Resolution 1910. Councilmember Carter seconded the motion.

Administrative Services Director/City Clerk Edvalson said two people had signed up to speak on the issue, Debbie McDonald and Melissa Johnson. City Attorney Dionne advised the Council that for this type of item, the Council should vote on the Resolution without any citizen comment. After the council vote, those in the audience who wish to express the opposite opinion will be given the same amount of time to speak. Councilmember Decker called a point of order, saying the public was not notified of a Public Hearing on the item. City Attorney Dionne said there is no requirement for a Public Hearing for the proposed resolution. Seeing no further Council discussion, the Mayor called for the vote.

**Resolution 1910 approved
5 – 0 – 2. Councilmembers
Bowen and Decker
abstained.**

Councilmember Bowen said he abstained from voting as he always does for any issue when the Council suggests or infer which way the public should vote. Councilmember King noted that Councilmember Bowen had expressed his decision to abstain from voting at the previous Workshop.

Councilmember Decker said he wanted to explain his reason for abstaining. He said Resolution 1910 is incomplete, misleading, and does not present the true facts for the City. He said recommendations to change the resolution were not followed, and the document is not valid. Mayor Johnson asked Councilmember Decker to be brief in his explanation and asked for the City Attorney's input. City Attorney Dionne said councilmembers have the right to abstain from voting and to state their reason for abstaining. He said if a councilmember wants to discuss an item in depth, the discussion should occur before the vote. He said it is up to the Chair to decide how much time should be allowed to explain the abstention. Councilmember Decker said the document is not complete, is not accurate and needs to be reviewed before it goes further. City Attorney Dionne confirmed for Mayor Johnson that the Resolution was reviewed by the City Attorney's office and deemed legal.

Mayor Johnson asked if anyone in the audience wished to speak in opposition to Resolution 1910. There were no speakers.

- B. **Approval of Minutes: December 16, 2008 Council Workshop.** (Consent Agenda Item A.)

Councilmember Rackley moved to approve the December 16, 2008 Minutes. Deputy Mayor Swatman seconded the motion.

Councilmember Decker moved to table the minutes to the January 20, 2009 Workshop for further discussion. Councilmember Bowen seconded the motion.

**Motion to table failed 1 – 6.
Deputy Mayor Swatman and
Councilmembers Bowen, Carter,
Hamilton, King and Rackley
voted no.**

Councilmember Decker said p. 2 of the minutes should be revised from “Councilmember Decker objected and restated his point of order” to “Councilmember Decker objected and stated a point of order, and the Council voted on the issue without hearing the point of order.” He said the rules state that when a point of order is raised, the Chair must listen to the reason for the point of order and decide whether or not it is valid, and then take the vote. He said the vote is not valid until the point of order is heard.

Councilmember Rackley said he had the floor at the time and had called for the question. He asked if that supersedes the point of order. City Attorney Dionne said it should not. He said a point of order should be recognized by the Chair, which was Deputy Mayor Swatman at the December 16, 2008 Workshop. He said the Chair has the right not to recognize a member who he feels is out of order, so the business of the meeting can continue. He said it is the Chair’s authority to decide if a member of the Council has been disruptive of Council business or is in some way abusing his authority to get things done. The City Attorney said though he cannot speak for the Chair, he assumes this is what happened at the December 16, 2008 Workshop.

Deputy Mayor Swatman said the City Attorney is correct, and he felt Councilmember Decker was disrupting the business of the Council. Deputy Mayor Swatman said there was no sergeant-at-arms present, or other action could have been taken. Councilmember Decker said the Sturgis [Standard Code of Parliamentary Procedures] requires the chair to hear and make a decision on a point of order, and does not say if someone is unruly they are not heard. Councilmember Carter said Bonney Lake Municipal Code 2.04.250 refers to the preservation of order, and believes the Chair was preserving order at the workshop. Councilmember Hamilton called for the vote. Councilmember King said he would abstain from voting on the minutes as he was not present at the workshop in question. City Attorney Dionne clarified that the Council should first vote on whether to close debate, and then vote on whether to approve the December 16, 2008 Council Workshop minutes.

**Motion to close debate approved 6
– 1. Councilmember Decker voted
no.**

**Original main motion approved 4
– 0 – 3. Councilmembers Bowen,
Decker and King abstained.**

- C. **AB09-18 – Resolution 1906 – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing a Contract with Northwest Fleet Lease, Corp. (Consent Agenda Item I.)**

Councilmember Decker moved to approve Resolution 1906. Councilmember Rackley seconded the motion.

Councilmember Decker asked whether it would be more cost effective to purchase three vehicles rather than leasing them. Police Chief Mitchell said the lease is proposed to limit costs during lean financial times. He said purchasing three vehicles would cost about \$75,000. This two-year lease would cost less and the cars should need minimal repairs and maintenance, after which they can be returned. Councilmember Carter said she understood it is also beneficial to change the detectives' cars regularly so they are not recognized.

Deputy Mayor Swatman reminded the Council that agenda packets are available prior to Meetings, and it is appropriate to ask staff about agenda items prior to the meeting. Councilmember Decker thanked Chief Mitchell and said he is satisfied with the information he heard.

Motion approved 7 – 0.

IX. EXECUTIVE SESSION: None.

7:48:55 X. ADJOURNMENT:

At 7:48 p.m. Councilmember King moved to adjourn the meeting. Councilmember Carter seconded the motion.

Motion approved 7 – 0.

Harwood Edvalson, CMC
City Clerk

Neil Johnson
Mayor

No items were submitted to the Council Meeting of January 13, 2009.

**SPECIAL JOINT CITY
COUNCIL / PLANNING
COMMISSION MEETING**

*January 20, 2009
5:30 P.M.*

MINUTES

City of



"Where Dreams Can Soar"

The City of Bonney Lake's Mission is to protect the community's livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services.

Website: www.ci.bonney-lake.wa.us

Audio Time
Stamp ↓

I. CALL TO ORDER – Mayor Neil Johnson, Jr. called the meeting to order at 5:30 p.m.

A. Roll Call: [A 1.3]

City Clerk Edvalson called the roll. In addition to Mayor Neil Johnson, Jr., elected officials attending were Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Laurie Carter, Councilmember Dan Decker, Councilmember Mark Hamilton, Councilmember Dave King and Councilmember Jim Rackley.

Planning Commissioners in attendance were Chairman Randy McKibben, Vice-Chairman Grant Sulham, Commissioner Winona Jacobsen, Commissioner Donn Lewis, Commissioner Katrina Minton-Davis and Commissioner Dennis C. Poulsen. Commissioner David P. Eck arrived at 5:33 p.m. Commissioner Minton-Davis left the meeting prior to adjournment.

[Staff members in attendance were City Administrator Don Morrison, City Attorney Jim Dionne, Community Development Director John Vodopich, Planning Manager Heather Stinson, Public Works Director Dan Grigsby, Police Chief Mike Mitchell, Administrative Services Director/City Clerk Harwood Edvalson and Records & Information Specialist Susan Duis.]

B. Business Items:

Before starting meeting business, Public Works Director Grigsby introduced the new Assistant Public Works Director, Charles Simpson. Mr. Simpson was selected to replace Rick Shannon, who is leaving the City at the end of January 2009. Mr. Simpson has been with the Bonney Lake staff for two weeks have transition time with Mr. Shannon. Mr. Simpson said he is glad to be in Bonney Lake, and looks forward to a lot of good challenges and the strong leadership he sees from staff and the Council. He said he was a councilman for the City of Tukwila for six years and understands the Council's perspective. He encouraged Councilmembers to let him know if they have any questions he can help with.

5:34:36

1. Discussion: AB09-21 – Planning Commission Work Plan.

Planning Manager Heather Stinson said the work plan is a continuation of last year, and offers a plan for the upcoming year. She said items on the plan should be prioritized and additional items can be added as needed during the year. She summarized the items on the draft work plan for the Planning Commission to review in 2009.

Preliminary Discussion of the 2011 Comprehensive Plan Update: Planning Manager Stinson said the City is due for a major Comprehensive Plan update in 2011. She said the Commission and Council must consider hiring a consultant, applying for grants, potential updates, etc. She said new population counts from the County should be available in late 2009 and will be used to amend the Land Use element.

Capital Facilities Element and Storm Water Master Plan: Director Grigsby said the Capital Facilities Element includes utilities (water, sewer and stormwater), transportation, parks and other utilities. He said the water portion is nearly ready, the sewer service portion is in progress, and it is unlikely they will do revisions to the stormwater section this year. He said there is no scheduled update to the transportation plan at this time. Planning Manager Stinson said they are considering whether the Transportation Plan could be adopted by reference as a separate item, rather than inserting it inside the Comprehensive Plan in its entirety.

Updating BLMC Title 14 (permitting processes); Updating Title 16 (critical areas); Updating Title 17 (subdivisions): Planning Manager Stinson said the updates to various titles in the Municipal Code relate to recommended changes brought forward by staff. The changes relate to portions of the code that are inconsistent, difficult to administer, or those that seem unfair.

Hiring a consultant to review the permitting process: The Planning Manager said the proposed consultant may not come forward due to current economic conditions.

Eastown design standards and uses: Planning Manager Stinson said City staff members have found inconsistencies between the Eastown Design Standards and C-2/C-3 zoning setback requirements. She also suggested discussion of allowed businesses in Eastown. Councilmember Rackley spoke in favor of discouraging new self storage facilities inside city limits.

Provisions for interim buildings in Downtown Design Standards and Downtown Boundary Map: The Planning Manager said there are concerns about the Downtown Design Standards and current needs in the area. She said the City is considering putting up a garage for Public Safety vehicle and seized item storage, but that might not be allowed by the design standards. She said the Downtown area map does not correspond to zoning maps for the area. Councilmember Rackley asked the Planning Commission to consider including a larger area to be part of the 'Downtown Area' map. He said the City should be careful making any inadvertent changes to design standards.

Updating the Capital Facilities Element of the Comprehensive Plan; updating references to storm water, water and sewer plans in the Comprehensive Plan; updating the Transportation Element with reference to transportation plan rather than whole plan: These items were referenced with Capital Improvement Projects, above.

Adding a Historic Preservation Element to the Comprehensive Plan: Commissioner Jacobsen suggested adding this element. Planning Manager Stinson said now is a good time to consider this addition as there is staff time available. Commissioner Jacobsen said the Historic Preservation Element also fulfills a requirement of the

Growth Management Act. Councilmember Carter said Sumner recently added this element to their plan, which could be researched for comparison.

Revising and updating Title 18 with a 'use matrix': Planning Manager Stinson said the code included a matrix of all possible uses and zones in the past, but it was removed because it had become difficult to maintain. She suggested inserting a 'use matrix' for each chapter to make the code easier to understand and to update.

Assigning a minimum density to R-3: Planning Manager Stinson said densities in R-3 zones came up during the buildable lands review, as R-3 areas are not being developed currently at estimated densities. The Planning Commission is considering options to adopt a minimum density for R-3 zones.

Updating the Comprehensive Plan Land Use Element to include CUGA subareas 1, 2, and 3; pre-zoning CUGA subareas 1, 2, and 3: Councilmember Rackley asked for an update on the CUGA study. Director Vodopich said a draft of the consultant's report is complete and the consultant will present information to Council in February.

Shoreline Master Plan Update: Planning Manager Stinson said an update to this plan is due in 2010. The department plans to apply for Department of Ecology grants to help fund the update process.

Adopting standards for cottage developments: Planning Manager Stinson said the Planning Commission would consider adopting standards for cottage developments. She said these are hybrid developments of single- and multi-family homes on a shared piece of land, marketed mainly to senior citizens. She said she thinks these developments are a great housing choice for the community. Councilmember King suggested the Planning Commission review recent cottage developments in the Western Washington area.

Councilmember Carter suggested additional items for the work plan, including incentives for green building (such as fee reduction, credits, etc.), incentives for accessible housing; and options for shared housing units. Deputy Mayor Swatman suggested review of allowing townhomes in R-2 zones; minimum density parameters for R-3 zones; commercial frontage; sidewalk requirements for commercial areas; and options to waive fees for drive-through businesses that move from a non-auto area to another part of the City. He also suggested review of parking stall sizes for different parts of the City. Councilmember Carter suggested the Commission review where Accessory Dwelling Units (ADUs) are allowed in the City. Councilmember Rackley said if the economic situation does not improve, alternative housing options like boarding rooms might need to be considered. Mayor Johnson asked staff to compile the ideas and bring it back to the next Council Workshop for discussion and prioritization.

6:10:03

2. Discussion: AB09-22 – Code Enforcement Authority Issues.

Planning Manager Stinson said this item was brought forward by recommendation of the Planning Commission. The Commission frequently looks at code enforcement

issues and discusses options for enforcement. The Code Enforcement Officer has authority to write letters, but not to write citations. Mayor Johnson said he has spoken with Police Chief Mitchell and Community Development Director Vodopich about options to add an officer in the Police Department to handle code enforcement violations. Chief Mitchell said some cities hire a limited commission officer who can write infractions and citations. He said this would help. However, if an issue goes to litigation, it can still take a long time to be resolved.

Commissioner Sulham said Code Enforcement Officer Denney Bryan got a lot of help from the temporary person hired to work weekends. However, he said other issues are not resolved quickly. Mayor Johnson said things have gotten a lot better but litigation can be lengthy and frustrating. Director Vodopich said Code Enforcement Officer Bryan works closely with the Police Department on issues such as junk vehicles. City Attorney Dionne said his office has advised the City for many years that the code enforcement position should be held by a commissioned officer. He said letters only work to a point, and though most people comply, a few simply will not and require further action. He said the City can always go through the abatement process, which can be successful legally but requires additional time and expense. He said one option would be to create an entry-level Police Department position or for someone like a retiree who does not want to do regular police work.

Director Vodopich noted recent success and cooperative efforts between the Police Department, Community Services, and DM Disposal. He said these groups teamed up to help residents clean up their property in Cedarview, allowing them to use extra space in a dumpster that was used for Bonney Lake Day projects. Councilmember Carter said more people may face difficult situations and need help during the economic downturn. Councilmember King said the Public Safety Committee has already put this issue on their agenda for 2009. He said creating a Police Department code enforcement position would be more effective, but also more expensive. He said the City is getting larger, and the friendly 'small town' approach to enforcement issues does not always work well enough to ensure citizen health and welfare. He added that the Public Safety Committee also plans to review options for low-cost nuisance vehicle removal for people experiencing financial difficulties. Mayor Johnson asked Chief Mitchell and Director Vodopich to prepare code enforcement staff options and potential budget impacts for the Public Safety Committee to review.

6:35:38

3. Open Discussion – City Council and Planning Commission Issues.

Councilmember Rackley said parking spaces are used differently in different parts of town. Commissioner Sulham said the Commission discovered that while 40% of parking spaces are for compact cars, only 20% of cars on the road are compacts. Planning Manager Stinson said the Planning Commission has been working on a recommendation, which might be ready by the February 3, 2009 Council Workshop.

On another topic, Deputy Mayor Swatman said it is very important for the Planning Commission to have broad discussion of all issues, in order to ensure all available options have been considered. He said public discussion is very important to the process. City Attorney Dionne said it is better to start with a wide ranging discussion that shows on the record. Otherwise, if an item is rewritten based on citizen input,

someone can argue that other options were not considered. Commissioner McKibbin said this issue was brought up during the Commission's last short course as well.

Councilmember Bowen said one of his constituents feels he should not be required to pay sewer usage fees when he is out of town during the summer and keeps his water on only for the sprinkler system. Councilmember King said sewer fees are similar to taxes and fees for public education and transit; everyone pays for these items even if they don't use them personally. Mayor Johnson said Director Grigsby has sent some information via email already, and suggested this discussion be continued at the February 3, 2009 workshop.

Councilmember King said he will be out of town on February 2, 3, and 10 and will be unable to attend the Public Safety Committee meeting, Council Workshop and Council Meeting on those days.

Councilmember Hamilton asked Commissioners if they feel they are getting sufficient staff support or if they have any other issues. Commissioner McKibbin said he has been on the Commission for a long time and this is the best staff they have ever had. Commissioner Poulsen said it would be even better if there were two more staff members.

Commissioner Jacobsen thanked the Council, Mayor, Park Board and Director Leaf for designating the City's first heritage tree in December. She said other residents have expressed interest, and she hopes other trees will be designated.

Councilmember Rackley said the Pierce County Regional Council's annual general assembly is February 19, 2009 at Clover Park Technical College starting at 6:00 pm. He said it is a great way to meet councilmembers from other cities, and encouraged his fellow Councilmembers to attend.

Councilmember Rackley said he was recently made an alternate for the Puget Sound Regional Council Growth Management Policy Board.

Councilmember Carter said the next Summer School District Community Leader's Breakfast is coming soon. She said she could not attend this event but encouraged others to do so.

Commissioner Lewis thanked the Council and Planning Department for the training sessions offered last year and hoped there would be more in 2009. He said it helps keep the commissioners fresh and understand current issues. Councilmember Rackley said the topics change and encouraged Councilmembers to attend training even if they have done so before. Commissioner Jacobsen said she attended a course offered by the City of Tacoma, as well.

Commissioner McKibbin asked if the Community, Trade and Economic Development budget was still intact. Director Vodopich said he believes so, as CTED is funded by various groups to ensure it keeps running.

City Clerk Edvalson said the Washington Cities Insurance Authority sets up a topic of interest for City audits each year. This year's topic is community development

issues. WCIA encourages staff and councilmembers to participate in educational programs and other activities to help the City continue to qualify for membership.

6:54:20

4. Adjournment.

**At 6:54 p.m. Councilmember Bowen moved to adjourn the meeting.
Councilmember Carter seconded the motion.**

Motion approved 13 – 0.

Harwood Edvalson, CMC
City Clerk

Neil Johnson
Mayor

No items were submitted to the Special Joint City Council / Planning Commission Meeting of January 20, 2009.

CITY COUNCIL MEETING

January 27, 2009
7:00 P.M.

MINUTES

City of



The City of Bonney Lake's Mission is to protect the community's livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services.

"Where Dreams Can Soar"

Website: www.ci.bonney-lake.wa.us

Audio Time Stamp ↓

I. **CALL TO ORDER** – Mayor Neil Johnson, Jr. called the meeting to order at 7:02 p.m.

A. **Flag Salute** – Mayor Johnson led the audience in the Pledge of Allegiance.

B. **Roll Call:** [A 1.3]

City Clerk Edvalson called the roll. In addition to Mayor Neil Johnson, Jr., elected officials attending were Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Laurie Carter, Councilmember Dan Decker, Councilmember Mark Hamilton, Councilmember Dave King and Councilmember Jim Rackley.

[Staff members in attendance were City Administrator Don Morrison, City Attorney Jim Dionne, Chief Financial Officer Al Juarez, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Police Chief Mike Mitchell, Assistant Police Chief Dana Powers, Community Services Director Gary Leaf, Administrative Services Director/City Clerk Harwood Edvalson and Records & Information Specialist Susan Duis.]

C. **Announcements, Appointments and Presentations:** [A 3.6.9]

1. **Announcements:**

2. **Appointments:**

a. **Oath of Office:** Police Officer Todd Green.

Judge Douglas Haake administered the oath of office. The Mayor and Council congratulated Officer Green.

3. **Presentations:** None.

a. **Proclamation:** Rick Shannon Day – January 31, 2009.

Mayor Johnson read the proclamation for Mr. Shannon, who is retiring on January 31, 2009 after over 30 years of service to the City. He invited Councilmembers to the city-hosted retirement party on January 28, 2009 from 4:00 to 6:00 p.m. at the Senior Center. He said another retirement celebration is scheduled for Saturday, January 31, 2009 in Puyallup.

b. **Proclamation:** Pierce County Reads – Clare Murphy, Pierce County Library

Bonney Lake Branch Manager Clare Murphy read the proclamation for 'Pierce County Reads,' which runs from January through March 2009. She encouraged the community to participate in reading the book "Three

Cups of Tea” and participating in the many events offered around the County. She shared information on the book and author, and said more information is available online at www.piercecountylibrary.org.

D. Agenda Modifications:

Deputy Mayor Swatman said he had a request to move Resolution 1911, Finance Committee Issues, back to the February 17, 2009 Workshop for further discussion.

Councilmember Hamilton moved to table Resolution 1911 to the February 17, 2009 Workshop. Councilmember Carter seconded the motion.

Mayor Johnson said Councilmembers had several questions about this item, and noted that the Chamber of Commerce President was in attendance at the Meeting.

Motion approved 7 – 0.

7:15:02

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

A. Public Hearings: None. [A 3.6.12]

B. Citizen Comments: [A 1.5]

Mayor Johnson asked for input from the City Attorney on appropriate use of Citizen Comments due to the upcoming Special Election on February 3, 2009. City Attorney Dionne said because no one can use City facilities to promote or oppose a ballot issue, Citizen Comments time cannot be used to voice opinion on the ballot issue. He said it is up to the chair to uphold the statute and decide if comments indirectly support or oppose the issue.

Melissa Johnson, 4912 N Vista Drive, Bonney Lake, she said everyone has freedom of speech but she has recently seen bullying, threats, lies and rumors in newspaper and e-mails regarding herself and others in the community. She asked everyone to think about what they are saying in writing or in person and make sure they are speaking factually. She said as a citizen of Ward 5, she worked diligently within the government to get Inlet Island rezoned. She said she found the system worked well, as she could come to meetings, speak to the Council, and submit a petition with her neighbors. She encouraged her Councilmember to represent the will of his constituents and speak on behalf of the people who elected him.

Debbie McDonald, P.O. Box 7125, Bonney Lake, lives in unincorporated Pierce County but calls Bonney Lake ‘home’ as she lives, works and shops here. She thanked the Council for passing Resolution 1910. She said she fears that Community Services will lose some support due to the economic downturn. She said the summer programs at the park offer free, quality family entertainment, and more families will be looking for these activities now. She said it is good to see citizens, councilmembers, commissioners, and staff at these events. She said the Senior Center shuttle goes outside City Limits to pick up area seniors for activities. She added that Lions 4 Kids has benefited greatly from the current administration. Lions

4 Kids supports children in Bonney Lake, Buckley, Sumner, Orting and unincorporated Pierce County. She said Carol Wells-Reed lives in the Olympia area but chose to locate the children's clothing bank in Bonney Lake. She said she hopes after the election next week the Council will start getting ready for the City's 60th birthday.

Lora Butterfield, P.O. Box 7171, Bonney Lake, is the Executive Director for the Bonney Lake Chamber of Commerce. She thanked the Council for considering the proposed agreement between the Chamber and the City. She said the Chamber of Commerce includes 135 businesses, and gained eight new members so far in 2009. She invited all to attend the Chamber's awards banquet on Saturday, January 31 at 6:00 p.m. at Swiss Hall. She said the Chamber is preparing for the "Bonney Lake Labor of Love Triathlon," an Olympic triathlon event, on September 5, 2009. The Chamber is distributing 3,000 business directories to advertisers, chamber members and locations in Bonney Lake. Directories will be available at the new Bonney Lake Visitor's Center, which will be funded by the proposed agreement being considered. She said two possible locations are under consideration in Downtown and Eastown. She said economic development is the most important aspect for the Chamber, and they will assist with land development discussions and members will attend Council meetings and workshops to give and receive input.

Ms. Butterfield said the Chamber of Commerce has other goals that are not discussed in the proposed Resolution 1911. First, the Chamber wishes create a small business resource center in the future. In addition, the Chamber would like to join the South Sound Chamber Coalition as a voting member, to make sure Bonney Lake has a voice in the coalition's lobbying agenda and discussions. Mayor Johnson said the proposed resolution will be discussed again at the February 17, 2009 Workshop and invited Ms. Butterfield to attend. Councilmember Hamilton said he is interested in reviewing financial information related to the proposal.

- C. Correspondence: None. [A 1,2]

7:30:01

III. COUNCIL COMMITTEE REPORTS: [A 3,6,4]

- A. Finance Committee: Deputy Mayor Swatman said the committee met at 5:30 p.m. earlier in the evening and discussed a proposed services agreement for a third-party to prepare financial statements for 2008, which will come forward in the future. The Committee is also reviewing revenues for the future.
- B. Community Development Committee: Councilmember Rackley said the committee has not met since the last Council Meeting. He said the committee notes are posted on the City web site.
- C. Public Safety Committee: Councilmember King said the committee has not met since the last Council Meeting.
- D. Other Reports:

Pierce County Regional Council (PCRC)

Councilmember Rackley attended the January 15, 2009 PCRC Meeting. He distributed the PCRC's 2040 Report to the Councilmembers for their review.

Rainier Cable Commission (RCC)

Councilmember Rackley attended the RCC Meeting on January 21, 2009. The commission passed a resolution giving cities the option to have the RCC install cameras and equipment to televise public meetings for a 10% increase in fees.

Cascade Water Alliance Meeting

Mayor Johnson said he will be meeting with Sumner Mayor Enslow, Auburn Mayor Lewis and representatives from Cascade Water Alliance (CWA) on January 28, 2009. They will discuss the water issues for the plateau and the needs of area cities, and try to show the CWA how important the lake levels and water sources are to area cities. He said he hopes the groups will move forward and resolve these issues, and will give a report to the Council at the February 3, 2009 Workshop.

7:32:30

IV. CONSENT AGENDA: [A 3.6]

- A. **Accounts Payable Checks/Vouchers:** Accounts Payable checks/vouchers #54075 thru #54134 in the amount of \$213,077.76; Accounts Payable checks/vouchers #54135 thru #54200 in the amount of \$301,790.09; Accounts Payable checks/vouchers #54201 thru 54210 in the amount of \$3,333.49; Accounts Payable checks/vouchers #54211 thru 54280 (including wire transfer # 4283661) in the amount of \$421,344.44.
- B. **Payroll Certification:** Payroll for January 1-15th, 2009 for checks 27943-27974 including Direct Deposits and Electronic Transfers in the amount of: \$ 396,483.96; Special Payroll- Uniform Allotment for Police - January 15th 2009 for checks 27890-27922 including Electronic Transfers in the amount of \$24,802.56; and Special Payroll- Leave Cash out for Police - January 15th 2009 for checks 27923-27942 including Electronic Transfers in the amount of \$41, 997.00.
- C. **AB09-17 – Resolution 1888** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing the Mayor to Enter into an Interlocal Cooperative Agreement with Various Municipalities Comprising the P.A.T.R.O.L. Auto Theft Task Force.
- D. **AB09-20 – Resolution 1914** – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing a Contract with Garda International, dba AT Systems Inc.

Consent Agenda approved 7 – 0.

V. FINANCE COMMITTEE ISSUES:

- A. ~~**AB09-07 – Resolution 1911**~~ – A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing a Personal Services

~~Agreement Between the City of Bonney Lake and the Bonney Lake Chamber of Commerce.~~

The item was tabled to the February 17, 2009 Council Workshop for discussion. See Section I. D., Agenda Modifications.

VI. **COMMUNITY DEVELOPMENT COMMITTEE ISSUES:** None.

VII. **PUBLIC SAFETY COMMITTEE ISSUES:** (See Consent Agenda)

VIII. **FULL COUNCIL ISSUES:** None.

IX. **EXECUTIVE SESSION:** None.

7:32:50 X. **ADJOURNMENT:**

At 7:32 p.m. Councilmember Bowen moved to adjourn the meeting. Councilmember Rackley seconded the motion.

Motion approved 7 – 0.

Harwood Edvalson, CMC
City Clerk

Neil Johnson
Mayor

No items were submitted to the Council Meeting of January 27, 2009.

**ACCOUNTS PAYABLE AND
UTILITY REFUND CHECKS/VOUCHERS**

2/10/2009

Accounts Payable checks/vouchers #54281 thru #54354 (including wire transfer #'s 1212009, 12082008 & 12302008) in the amount of \$577,639.67.

Accounts Payable checks/vouchers #54355 thru #54356 in the amount of \$307.24.

Accounts Payable checks/vouchers #54357 thru 54439 in the amount of \$253,375.94.

PAYROLL CERTIFICATION

Payroll for January 16-31st, 2009 for checks **27975-28012** including Direct Deposits and Electronic Transfers in the amount of: **\$ 579,839.49.**

**City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form**

<u>Department/Staff Contact:</u> Jerry E. Hight CBO	<u>Council/Wrkshp Mtg Date:</u> February 10, 2009	<u>Agenda Bill Number:</u> AB09-11
<u>Ordinance Number:</u> 009-11	<u>Resolution Number:</u>	<u>Councilmember Sponsor:</u>

<u>BUDGET INFORMATON</u>			
<u>2009 Budget Amount</u>	<u>Required Expenditure</u>	<u>Impact</u>	<u>Remaining Balance</u>
<u>Explanation:</u>			

Agenda Subject: Revise the Zoning Code's building height definition to match that of the International codes to ease administration and result in more appropriate height of buildings where the grade is steep.

Administrative Recommendation: Approve as submitted.

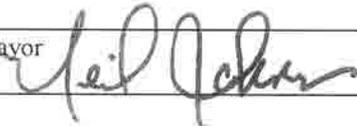
Background Summary: The Zoning Code's definition of how the building height is measured differs from that of the International codes. The current verbiage of the zoning code has proven to be challenging for the public to understand and comply with. These new definitions are consistent with the International codes and are more conducive for the public to comply with and staff to administer.

<u>Council Committee Dates:</u>	<u>Commission Dates:</u>	<u>Board/Hearing Examiner Dates:</u>
Finance Committee:	Planning Commission:	Park Board:
Public Safety Committee:	Civil Service Commission:	Hearing Examiner:
Community Development & Planning Committee:		
Council Workshops:		

Council Action:

Council Call for Hearing:	Council Hearings Date:
Council Referred Back to:	Workshop: Committee:
Council Tabled Until:	Council Meeting Dates:

Signatures:

Dir. Authorization	Mayor 	Date City Attorney Reviewed:
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ORDINANCE NO. D098-141

AN ORDINANCE OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON RELATING TO THE DEFINITION OF BUILDING HEIGHT IN THE ZONING CODE AND AMENDING SECTIONS 18.04.020 AND 18.04.70 OF THE BONNEY LAKE MUNICIPAL CODE AND ORD. NOS 740 AND 746.

WHEREAS, the Bonney Lake Zoning Code's definition of building height differs from that of the International codes; and

WHEREAS, changing the Zoning Code's building height definition to match that of the International codes will ease administration and result in more appropriate height of buildings where the grade is steep; and

WHEREAS, SEPA has been complied with and the Planning Commission has held a public hearing and made a recommendation in support of passage of this Ordinance;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. BLMC 18.04.020 and the corresponding portions of Ordinance No. 740 § 2 are hereby amended to read as follows:

18.04.020 "B".

"Boarding home" is any home or other institution, however named, which is advertised, announced or maintained for the express or implied purpose of providing board and domiciliary care to three or more aged persons not related by blood or marriage to the operator. It shall not include adult family homes or independent senior housing.

"Building" means a structure with a foundation, supports or walls and a roof.

"Building, height" of a structure with a flat roof shall be measured from the grade plane to the highest roof surface. The building height for a sloped roof shall be defined as the average height of the highest roof between the roof eave and the roof ridge to the grade plane, regardless of the shape of the roof. Lots within 200 feet of the shoreline, "building height" shall be determined by using WAC 173-27-030 (9). ~~of" means the vertical distance measured from the mean street curb level to the highest point of the roof surface of a flat roof, to the decline of a mansard roof, and to one-half the vertical distance between the eaves and ridge for a gable, hip or gambrel roof; provided, however, that where buildings are set back from the street line, the height of the building may be measured from the average elevation of the finished yard grade along the front of the building.~~

"Bulk regulation" refers to the relationship of the area of a lot, the setback regulations and the portion of a lot which may be covered by building.

Section 2. BLMC 18.04.070 and the corresponding portions of Ordinance No. 746 § 19 are hereby amended to read as follows:

18.04.070 "G".

“Governing authority” means the city council of the city of Bonney Lake.

“Grade” or “Grade plane” is a reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the lot line is more than six (6) feet from the building the average finished ground level shall be measured between the building and a point six (6) feet from the building. Lots within 200 feet of the shoreline shall use WAC 173-27-030 (3) to determine “grade.”

18.34.050 Setback and bulk regulations.

F. Maximum height for buildings shall be 35 feet above grade foundations; provided, that one additional foot of height may be allowed per each additional foot of setback, to a maximum of 50 feet in height. A height variance (see Chapter 14.110 BLMC) may be granted by the hearing examiner for water storage tanks; provided, that the following criteria shall apply rather than the criteria stated in Chapter 14.110 BLMC:

1. They are the lowest possible to serve the intended use; and
2. They are designed, screened or painted to reduce visibility.

18.16.050 Setback and bulk regulations.

F. Maximum height: 35 feet above grade foundations.

18.14.060 Setback and bulk regulations.

F. Maximum height: 35 feet above grade foundations.

Section 3. If any portion of this Ordinance shall be invalidated by a court of competent jurisdiction, the remainder shall remain in full force and effect.

Section 4. This Ordinance shall take effect thirty (30) days after its passage, subject to prior approval by the Mayor and prior publication for five days as required by law.

PASSED by the City Council and approved by the Mayor this _____ day of _____, 2009.

Neil Johnson, Mayor

ATTEST:

Harwood T. Edvalson, CMC, City Clerk

APPROVED AS TO FORM:

James J. Dionne, City Attorney

Passed:

Valid:

Published:

Effective Date:



Memo

Date : February 10, 2009
To : City Council
From : Jerry E. Hight, Building Official
CC :
Re : Building height definitions

Ordinance D09-11 (formally D08 -141) revises the BLMC's definition(s) of how building heights are to be measured. Current verbiage has proved to be difficult for the public to interpret and does not address steep slopes. The revised definitions will aid the public and help staff simplify how buildings are to be measured.

The **present** definition in the BLMC is as follows:

18.04.020 "B".

"Building, height" of means the vertical distance measured from the mean street curb level to the highest point of the roof surface of a flat roof, to the decline of a mansard roof, and to one-half the vertical distance between the eaves and ridge for a gable, hip or gambrel roof; provided, however, that where buildings are set back from the street line, the height of the building may be measured from the average elevation of the finished yard grade along the front of the building.

The **proposed** "Building Height," "Grade" and "Grade Plane" definitions are as follows:

18.04.020 "B".

"Building, height" of a structure with a flat roof shall be measured from the grade plane to the highest roof surface. The building height for a sloped roof shall be defined as the average height of the highest roof between the roof eave and the roof ridge to the grade plane, regardless of the shape of the roof. Lots within 200 feet of the shoreline, "building height" shall be determined by using WAC 173-27-030 (9).

18.04.070 "G".

"Grade" or "Grade plane" is a reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the lot line is more than six (6) feet from the building the average finished ground level shall be measured between the building and a point six (6) feet from the building. Lots within 200 feet of the shoreline shall use WAC 173-27-030 (3) to determine "grade."

These definitions have been used in the International codes, and previous legacy (Uniform) codes, for many years. These terms are commonly used in other jurisdictions and throughout the construction industry. (See attached illustrations)

Other affected sections;

18.34.050 Setback and bulk regulations.

F. Maximum height for buildings shall be 35 feet above grade foundation; provided, that one additional foot of height may be allowed per each additional foot of setback, to a maximum of 50 feet in height. A height variance (see Chapter 14.110 BLMC) may be granted by the hearing examiner for water storage tanks; provided, that the following criteria shall apply rather than the criteria stated in Chapter 14.110 BLMC:

1. They are the lowest possible to serve the intended use; and
2. They are designed, screened or painted to reduce visibility.

18.16.050 Setback and bulk regulations.

F. Maximum height: 35 feet above grade foundation.

18.14.060 Setback and bulk regulations.

F. Maximum height: 35 feet above grade foundation.



Memo

Date : December 2, 2008
To : Mayor and City Council
From : Randy Mckibbon, Bonney Lake Planning Commission
CC :
Re : **Building Height**

BACKGROUND

Staff has had difficulty administering the Bonney Lake Municipal Code in regards to building height due to the contradiction in the definition found in various places in the code. The Planning Commission proceeded to review BLMC Chapter 18.04.

FINDINGS:

1. On March 25, 2008, the Bonney Lake City Council voted to adopt the 2008 Planning Commission work plan that included "code changes" as a task.
2. A Notice of Public Hearing was issued on September 30, 2008.
3. A Determination of Nonsignificance was issued on November 7, 2008.
4. The Planning Commission held a public hearing on October 15, 2008 to receive testimony concerning the change in code.
5. The suggested changes to the building height definition make definitions throughout the Bonney Lake Municipal Code consistent.
6. The Planning Commissioners voted 6 to 0 to recommend the attached draft ordinance.

RECOMMENDATION:

The Bonney Lake Planning Commission therefore recommends to the City Council that the attached draft of the changes to the building height definition be adopted.

**City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form**

<u>Department/Staff Contact:</u> Jerry E. Hight CBO	<u>Council/Wrkshp Mtg Date:</u> February 10, 2009	<u>Agenda Bill Number:</u> AB09-12
<u>Ordinance Number:</u> D09-12	<u>Resolution Number:</u>	<u>Councilmember Sponsor:</u>

BUDGET INFORMATON

<u>2009 Budget Amount</u>	<u>Required Expenditure</u>	<u>Impact</u>	<u>Remaining Balance</u>
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Explanation:

Agenda Subject: Revise section 15.04.081 of the Bonney Lake Municipal Code to allow for a permit to be active for two years with one two year extension (4 years total); applications for permit will be active for one year with one 180 day extension (1 ½ Years total).

Administrative Recommendation: Approve as submitted.

Background Summary: Due to the recent economic downturn in the housing industry, we are receiving many requests to extend active permits. Unfortunately, our BLMC does not does not allow us to extend a permit more than one time for 180 days.

<u>Council Committee Dates:</u>	<u>Commission Dates:</u>	<u>Board/Hearing Examiner Dates:</u>
Finance Committee:	Planning Commission:	Park Board:
Public Safety Committee:	Civil Service Commission:	Hearing Examiner:
Community Development & Planning Committee:		
Council Workshops:		

Council Action:

Council Call for Hearing:	Council Hearings Date:
Council Referred Back to:	Workshop: Committee:
Council Tabled Until:	Council Meeting Dates:

Signatures:

Dir. Authorization	Mayor 	Date City Attorney Reviewed:
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ORDINANCE NO. D098-1251

AN ORDINANCE OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON RELATING TO THE PERMIT AND PERMIT APPLICATION EXTENSIONS AND AMENDING SECTION 15.04.081 OF THE BONNEY LAKE MUNICIPAL CODE AND THE CORRESPONDING SECTIONS OF ORDINANCES 1230 AND 1035.

WHEREAS, the Bonney Lake Municipal Code will be revised to allow for a permit or permit application to be extended more than one time.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. BLMC 15.04.081 is hereby revised to read as follows:

15.04.081.

A. ~~Permits shall expire by limitation two years from the date of issuance. Permits issued prior to the effective date of this ordinance shall expire by limitation two years from the effective date of this ordinance. No permit shall be active beyond more than one code cycle. Permits shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned or has not received an inspection at any time after the work is commenced for a period of 180 days. An expired permit shall not be reactivated. Before work can be recommenced, a new permit shall first be obtained to do so, and the fee therefore shall be one-half of the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further, that such suspension or abandonment has not exceeded one year. If suspension or abandonment has exceeded one year, the full permit fee shall be charged.~~

B. ~~Active permits may be allowed a one time extension for an additional two years from the date of extension. The request for permit extension shall be made in writing and state good and satisfactory reasons. In order to renew action on a permit after expiration, the applicant shall submit plans and pay fees as required for new permit. Any permittee holding an unexpired permit may apply for an extension of the time within which work may commence under that permit when the permittee is unable to commence work within the time required by subsection A of this section for good and satisfactory reasons. The building official may extend the time for action by the permittee for a period not exceeding 180 days on written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once.~~

C. ~~Applications for which no permit is issued within 180 days following the date of application shall expire by limitation one year from the date of submittal. Active permit applications may be allowed a one time extension for an additional 180 days from the date of extension. The request for permit application extension shall be made in writing and state good and satisfactory reasons. An expired permit application shall not be reactivated. and p Plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time of action by the applicant for a period not exceeding 180~~

days upon request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit new plans and pay a new plan review fee. (Ord. 1230 § 22, 2007; Ord. 1035 § 5, 2004).

Section 2. If any portion of this Ordinance shall be invalidated by a court of competent jurisdiction, the remainder shall remain in full force and effect.

Section 3. This Ordinance shall take effect thirty (30) days after its passage and applies retroactively to permits valid on January 1, 2008, subject to prior approval by the Mayor and prior publication for five days as required by law.

PASSED by the City Council and approved by the Mayor this _____ day of _____, 2009.

Neil Johnson, Mayor

ATTEST:

Harwood T. Edvalson, CMC, City Clerk

APPROVED AS TO FORM:

James J. Dionne, City Attorney

Passed:

Valid:

Published:

Effective Date:



**Community
Development
Department**

Memo

Date : February 10, 2009
To : City Council
From : Jerry E. Hight, Building Official
CC :
Re : Building permit & permit application extensions

Attached is the revised ordinance D09-12 (formally D08-151). This ordinance limits the permit life to two years with one two year extension (4 years total) while maintaining existing expiration limitations. It also provides for permit applications to receive one 180 day extension after one year (1 ½ years total).

Please note that the last paragraph in section A has been deleted as it is inconsistent with the intent of the section.



Memo

Date : December 2, 2008
To : Mayor and City Council
From : Randy Mckibbon, Bonney Lake Planning Commission
CC :
Re : **Permit Extensions**

BACKGROUND

The City Council discussed the possibility of extending building permits in recognition of the slowing economy and directed the Planning Commission to explore alternatives to the existing language of BLMC 15.04.

FINDINGS:

1. A Notice of Public Hearing was issued on September 30, 2008.
2. A Determination of Nonsignificance was issued on November 7, 2008.
3. The Planning Commission held a public hearing on October 15, 2008 to receive testimony concerning the change in code.
4. The suggested changes to the building permit deadlines reasonably accommodate builders in the downturn of the economy.
5. The Planning Commissioners voted 6 to 0 to recommend the attached draft ordinance.

RECOMMENDATION:

The Bonney Lake Planning Commission therefore recommends to the City Council that the attached draft of the changes to building permit extensions be adopted.

**City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form**

<u>Department/Staff Contact:</u> CD/Heather Stinson	<u>Council/Wrkshp Mtg Date:</u> 2/10/09	<u>Agenda Item Number:</u> AB09-25
<u>Ordinance Number:</u> D09-25	<u>Resolution Number:</u>	<u>Councilmember Sponsor:</u>

BUDGET INFORMATON

2009 Budget Amount **Required Expenditure** **Impact** **Remaining Balance**

Explanation:

Agenda Subject: Adoption of new parking stall dimensions in the Downtown

Administrative Recommendation: Approve the draft Ordinance

Background Summary:

Currently, the Bonney Lake Municipal Code has one set of parking stall dimensions that allows for little flexibility. City Council asked the Planning Commission to review parking stalls in November, 2008 and asked at the February 3, 2009 meeting that the new standards only apply to Downtown. The recommended changes recognize the need for varied parking stalls for various uses in the Downtown.

Attachments:

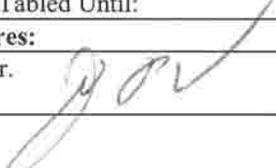
- Draft Ordinance
- Downtown map

<u>Council Committee Dates:</u>	<u>Agency/Commission Dates:</u>	<u>Board/Hearing Examiner Dates:</u>
Finance Committee: Public Safety Committee: Community Development & Planning Committee: Council Meeting:	Planning Commission : 12/17/09 Design Commission: Civil Service Commission:	Park Board: Hearing Examiner:

Council Action:

Council Call for Hearing:	Council Hearings Date:	
Council Referred Back to:	Workshop: 2/3/09	Committee
Council Tabled Until:	Council Meeting Dates:	

Signatures:

Dept. Dir. 	Mayor 	Date City Attorney reviewed
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ORDINANCE NO. D09-25

AN ORDINANCE OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AMENDING TITLE 18.31 BLMC WITH REGARD TO PARKING STALL DIMENSIONS.

WHEREAS, the current parking stall dimensions do not allow flexibility in terms of the use associated with the parking; and

WHEREAS, the Downtown Mixed and Downtown Core zoning designations allow for a 50% reduction in parking requirements; and

WHEREAS, the 50% reduction has the potential to create parking shortages in the Downtown prior to full build-out; and

WHEREAS, a notice of public hearing was issued on November 4, 2009 ; and

WHEREAS, a public hearing was held on November 19, 2008; and

WHEREAS, an environmental determination of nonsignificance was issued on November 26, 2009 and the appeal period ended without appeal; and

WHEREAS, the required review by the Washington State Department of Community, Trade and Economic Development is complete;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. BLMC 18.31.010(H) is hereby amended to read as follows. ~~Strikethroughs~~ indicate deletions, underlines indicate additions.

H. Parking stalls in all areas of the City except the Downtown shall be sized as follows:

1. Standard stall: nine feet wide by 18 feet long
2. Compact stall: eight feet wide by 16 feet long.

3. Parking stalls in the Downtown (Figure 1 of the Downtown Design Standards), shall be as follows:

<u>Uses</u>	<u>Minimum Width</u>	<u>Standard</u>	<u>Compact</u>	<u>Motorcycle/ Moped</u>
(1) Residential		8'-6"	8'-0"	4'-6"
(2) Retail and Services Commercial		9'-0"	8'-6"	4'-6"
(3) Banks & Savings and Loan Institutions		9'-0"	8'-6"	4'-6"
(4) Medical Offices		9'-0"	8'-6"	4'-6"
(5) Industrial		8'-6"	8'-0"	4'-6"
(6) Offices		8'-6"	8'-0"	4'-6"

Minimum parking space widths for uses not mentioned shall be determined by the Community Development Director or designee.

3. 4. Whether utilizing standard or compact stalls, overhangs shall not be permitted over sidewalks or required landscaping.

Section 2. BLMC 18.31.010(I) is hereby amended to read as follows.

I. Compact stalls shall make up no more than ~~30~~ 35 percent of the total minimum parking stalls required. Motorcycle stalls shall make up no more than 5 percent of the total minimum parking stalls. Compact and Motorcycle stalls added together shall make up no more than 40 percent of the total minimum parking stalls. When compact or motorcycle stalls are to be used as part of the minimum required parking stalls, ~~compact stalls~~ they shall not be located in the area in front of the entrance of the building and shall be placed in the outer lying area of the required parking area. A combination of compact and motorcycle ~~Compact~~-parking stalls in excess of ~~30~~ 40 percent of the minimum parking stalls required may be allowed by the planning and community development director if the compact and motorcycle stalls are in excess of the minimum number required and placed in an overflow parking area.

Section 3. This Ordinance shall take effect thirty (30) days after its passage, subject to prior approval by the Mayor and prior publication for five days as required by law.

PASSED by the City Council and approved by the Mayor this _____ day of _____, 2009.

Neil Johnson, Mayor

ATTEST:

Harwood T. Edvalson, CMC, City Clerk

APPROVED AS TO FORM:

James J. Dionne, City Attorney

Passed:
Valid:
Published:
Effective Date:

A. Introduction

Authorization and Purpose

Design standards are a critical tool to help guide private development in a way that can help realize the community's goals and objectives. Ultimately, the design standards are intended to:

- Provide clear objectives for those embarking on the planning and design of projects in Downtown Bonney Lake.
- Increase awareness of design considerations among the citizens of Bonney Lake.
- To maintain and enhance property values within Downtown Bonney Lake.

What Properties do the Standards Apply to?

The standards apply to properties within the area identified in Figure 1. Unless otherwise noted, the standards apply to new development (also see the "When do I need to Comply" section on page 4) on all of these properties. Some standards will apply only to "non-residential" development, while others may only apply to certain streets. In such cases, the applicable location or use is stated clearly in **bold** at the beginning of the standard.

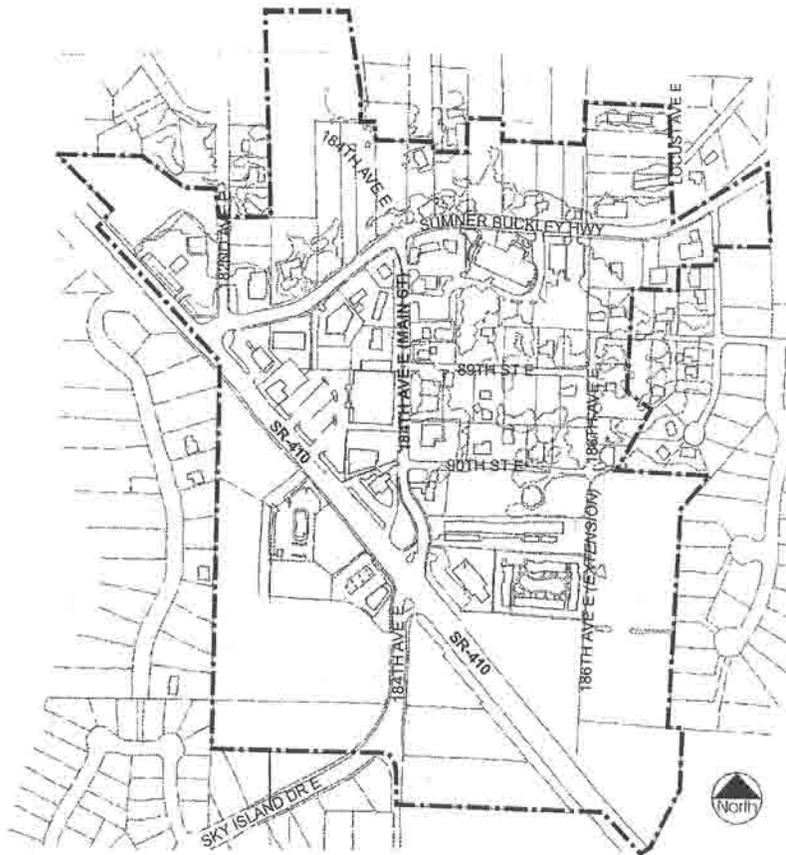


Figure 1. Properties applicable to the Downtown Design Standards.

**City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form**

Department/Staff Contact: Al Juarez – Chief Financial Officer	Council/Wkshp Meeting Date: February 10, 2009	Agenda Item Number AB09 - 26
Ordinance Number:	Resolution Number: 1915	Councilmember Sponsor:
BUDGET INFORMATON		
<u>2008 Budget Amount</u> \$136,350	<u>Expenditure Amount</u> \$18,000	<u>Impact</u>
		<u>Remaining Balance</u> \$118,350
<u>Explanation:</u> 001-000-014-514-10-40 (Professional Services Contract, Not to Exceed \$18,000)		
Agenda Subject: A resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, authorizing the Mayor to sign an agreement with Eilts & Co, PS to prepare the City's Financial Statements for the year ending December 31, 2008.		
Administrative Recommendation: Recommend Approval		

Background Summary: City management, the state legislature, state and federal agencies and bondholders rely on the information included in financial statements and reports to make decisions. Pursuant to RCW 43.09.230 financial statements are to be prepared in accordance with the Budgeting, Accounting and Reporting System (BARS) manual prescribed by the WA State Auditor's Office and must be certified and filed with the state auditor within one hundred fifty days after the close of each fiscal year.

City finance staff has experienced multiple constraints during the year that has restricted their ability to prepare financial statements to meet the above referenced timeline and also continue to remain abreast of day to day operations. During 2008 Finance staff has embarked upon several imperatively critical projects that have been recommended by the WA State Auditors Office during prior year audit engagements. These projects are essential to daily operations in order to present our financial records within generally accepted accounting procedures (GAAP). Additionally during the year turnover in a key position (staff accountant) that is critical in the financial statement process has severely impacted our capacity to prepare financial statements in adherence to the above guidelines.

The aggregate of these factors has created the dilemma currently being experienced and consequently appears as the recommendation to enlist the services of a professional third party contractor to prepare the 2008 financial statements for the City. This is a "Not to Exceed" contract for \$18,000 and we fully anticipate that due to efficiencies gained over the past year in our Finance Department that the final contract amount expended will be somewhat less than the maximum presented in this document.

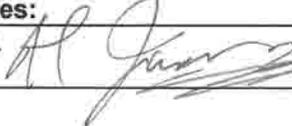
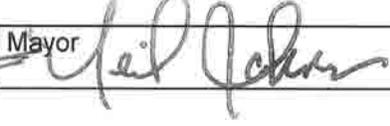
As staffing issues stabilize and critical projects come to fruition professional third party financial services should not be required in years hence.

Council Committee Dates:	Commission Dates:	Board/Hearing Examiner
Finance Committee: 1/27/09 Public Safety Committee: Community Development & Planning Committee: Council Workshop:	Planning Commission: Civil Service Commission:	Park Board: Hearing Examiner:

Council Action:

Council Call for Hearing:	Council Hearings Date:
Council Referred Back to:	Workshop: Committee
Council Tabled Until:	Council Meeting Dates:

Signatures:

Dept. Dir. 	Mayor 	Date City Attorney reviewed
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FINANCE COMMITTEE

DATE: January 27, 2009

ORIGINATOR: Al Juarez

TITLE: Chief Financial Officer (CFO)

SUBJECT/DISCUSSION: City management, the state legislature, state and federal agencies and bondholders rely on the information included in financial statements and reports to make decisions. Pursuant to RCW 43.09.230 financial statements are to be prepared in accordance with the Budgeting, Accounting and Reporting System (BARS) manual prescribed by the WA State Auditor's Office and must be certified and filed with the state auditor within one hundred fifty days after the close of each fiscal year.

City finance staff has experienced multiple constraints during the year that has restricted their ability to prepare financial statements to meet the above referenced timeline and also continue to remain abreast of day to day operations. During 2008 Finance staff has embarked upon several imperatively critical projects that have been recommended by the WA state Auditors Office during prior year audit engagements. These projects are essential to daily operations in order to present our financial records within generally accepted accounting procedures. Additionally during the year turnover in a key position (staff accountant) that is critical in the financial statement process has severely impacted our capacity to prepare financial statements in adherence to the above guidelines.

The culmination of these factors has created the dilemma currently being experienced and consequently appears as this recommendation to enlist the services of a professional third party contractor to prepare the 2008 financial statement for the City. This is a "Not to Exceed" contract for \$18,000 and we fully anticipate that due to efficiencies gained over the past year in our Finance Department that the final contract amount expended will be somewhat less than the maximum presented in this document.

As staffing issues stabilize and critical projects come to fruition professional third party financial services should not be required in years hence.

ORDINACNE/RESOLUTION: Resolution # 1915

REQUEST OR RECOMMENDATION BY ORIGINATOR: Recommend Approval

ISSUE AND DOCUMENTS HAVE BEEN REVIEWED AND APPROVED BY THE:
MAYOR

CHIEF FINANCIAL OFFICER Yes

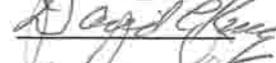
CITY ATTORNEY

BUDGET INFORMATON

<u>2009 Budget</u>	<u>Required Expenditure</u>	<u>Remaining Balance</u>
\$136,350	NTE \$18,000	\$118,350

Explanation: This professional service contract was included in the adopted 2009/2010 budget in line item 001-000-014-514-10-40 (professional services contract not to exceed \$18,000)

COMMITTEE ACTION: RECOMMEND APPROVAL TO COUNCIL

	<u>DATE</u>	<u>APPROVED</u>	<u>DISAPPROVED</u>
Dan Swatman, Chairperson	1-27-09		_____
David King, Chair, Public Safety	1-27-09		_____
Jim Rackley, Chair CDC	1-27-09		_____

COMMITTEE COMMENTS: _____

COMMITTEE'S RECOMMENDATION TO FORWARD TO:

CITY CLERK

FINANCE DIRECTOR

CITY ATTORNEY

Please schedule for Council Meeting date of: February 10, 2009

RESOLUTION NO. 1915

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AUTHORIZING A PERSONAL SERVICES AGREEMENT WITH EILTS & CO, PS TO PREPARE FINANCIAL STATEMENTS FOR THE YEAR ENDING DECEMBER 31, 2008.

The City Council of the City of Bonney Lake, Washington, does hereby resolve that the Mayor is authorized to sign the contract attached hereto and incorporated herein by this reference.

PASSED by the City Council this 10th day of February, 2009.

Neil Johnson Jr., Mayor

ATTEST:

Harwood T. Edvalson, CMC
City Clerk

APPROVED AS TO FORM:

James Dionne, City Attorney

PERSONAL SERVICES AGREEMENT

THIS PERSONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 10th day of February, 2009, by and between the City of Bonney Lake ("City") and Eilts & Co, PS ("Consultant/Contractor").

The parties hereby agree as follows:

- 1. Scope of Work.** The Consultant/Contractor shall perform all work and provide all materials described in the Scope of Work set out in Exhibit A attached hereto and incorporated herein by this reference. Such work shall be performed using facilities, equipment and staff provided by Consultant/Contractor, and shall be performed in accordance with all applicable federal, state and local laws, ordinances and regulations. The Consultant/Contractor shall exercise reasonable care and judgment in the performance of work pursuant to this Agreement. The Consultant/Contractor shall make minor changes, amendments or revisions in the detail of the work as may be required by the City, such work not to constitute Extra Work under this Agreement.
- 2. Ownership of Work Product.** Documents, presentations and any other work product produced by the Consultant/Contractor in performance of work under this Agreement shall be tendered to the City upon completion of the work, and all such product shall become and remain the property of the City and may be used by the City without restriction; *provided*, that any such use by the City not directly related to the particular purposes for which the work product was produced shall be without any liability whatsoever to the Consultant/Contractor.
- 3. Payment.** The Consultant/Contractor shall be paid by the City for work and services rendered under this Agreement pursuant to the rates, charges and payment frequency set out in Exhibit A, attached hereto and incorporated herein by this reference. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work. All billings for compensation for work performed under this Agreement shall list actual time and dates during which the work was performed and the compensation shall be figured using the rates set out in Exhibit A; *provided*, that payment for work within the Scope of Work (Exhibit A) shall not exceed the fee/hour estimate set out in Exhibit A without written amendment to this Agreement, agreed to and signed by both parties.

Acceptance of final payment by the Consultant/Contractor shall constitute a release of all claims, related to payment under this Agreement, which the Consultant/Contractor may have against the City unless such claims are specifically reserved in writing and transmitted to the City by the Consultant/Contractor prior to acceptance of final payment. Final payment shall not, however, be a bar to any claims that the City may have against the Consultant/Contractor or to any remedies the City may pursue with respect to such claims.

The Consultant/Contractor and any sub-Consultant/Contractors shall keep available for inspection, by the City, for a period of three years after final payment, the cost records and accounts pertaining to this Agreement and all items related to, or bearing upon, such records. If any litigation, claim or audit is started before the expiration of the three-year retention period, the records shall be retained

until all litigation, claims or audit findings involving the records have been resolved. The three-year retention period shall commence when the Consultant/Contractor receives final payment.

4. **Changes in Work.** The Consultant/Contractor shall make all revisions and changes in the work completed under this Agreement as are necessary to correct errors, when required to do so by the City, without additional compensation.

5. **Extra Work.** The City may desire to have the Consultant/Contractor perform work or render services in addition to or other than work provided for by the expressed intent of the Scope of Work. Such work will be considered Extra Work and will be specified in a written supplement which will set forth the nature and scope thereof. Work under a supplement shall not proceed until authorized in writing by the City. Any dispute as to whether work is Extra Work or work already covered by this Agreement shall be resolved before the work is undertaken. Performance of the work by the Consultant/Contractor prior to resolution of any such dispute shall waive any claim by the Consultant/Contractor for compensation as Extra Work.

6. **Employment.** Any and all employees of Consultant/Contractor, while engaged in the performance of any work or services required by the Consultant/Contractor under this Agreement, shall be considered employees of the Consultant/Contractor only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of said employees, while so engaged; any and all taxes arising out of Consultant/Contractor's or Consultant/Contractor's employees' work under this Agreement; and any and all claims made by a third party as a consequence of any acts, errors, or omissions on the part of the Consultant/Contractor's employees, while so engaged, shall be the sole obligation and responsibility of the Consultant/Contractor. The Consultant/Contractor's relation to the City shall at all times be as an independent contractor.

7. **Nondiscrimination and Legal Compliance.** Consultant agrees not to discriminate against any client, employee or applicant for employment or for services because of race, creed, color, national origin, marital status, gender, age or handicap except for a bona fide occupational qualification with regard to, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or termination; rates of pay or other forms of compensation; selection for training; and rendition of services. The contractor represents and warrants that it is in compliance with and agrees that it will remain in compliance with the provisions of the Immigration Reform and Control Act of 1986, including but not limited to the provisions of the Act prohibiting the hiring and continued employment of unauthorized aliens and requiring verification and record keeping with respect to the status of each of its employees' eligibility for employment. The contractor shall include a provision substantially the same as this section in any and all contracts with subcontractors performing work required of the contractor under this contract. The contractor agrees to indemnify and hold the City harmless from any and all liability, including liability for interest and penalties, the City may incur as a result of the contractor failing to comply with any provisions of the Immigration Reform and Control Act of 1986. Consultant understands and agrees that if it violates this section, this Agreement may be terminated by the City, and that Consultant shall be barred from performing any services for the City in the future unless and until a showing is made satisfactory to the City that discriminatory practices have terminated and that recurrence of such action is unlikely.

8. **Term.** This Agreement shall become effective upon the day of its execution by both parties, and shall terminate upon completion of the work and delivery of all materials described in Exhibit A.

9. **Termination by City.** The City may terminate this Agreement at any time upon not less than ten (10) days written notice to Consultant/Contractor, subject to the City's obligation to pay Consultant/Contractor in accordance with subsections A, B, and C below.

A. In the event this Agreement is terminated by the City other than for fault on the part of the Consultant/Contractor, a final payment shall be made to the Consultant/Contractor for actual cost of work complete at the time of termination of the Agreement. In addition, the Consultant/Contractor shall be paid on the same basis as above for any authorize Extra Work completed. No payment shall be made for any work completed after ten (10) days following receipt by the Consultant/Contractor of the termination notice. If the accumulated payment(s) made to the Consultant/Contractor prior to the termination notice exceeds the total amount that would be due as set forth in this subsection, then no final payment shall be due and the Consultant/Contractor shall immediately reimburse the City for any excess paid.

B. In the event the services of the Consultant/Contractor are terminated by the City for fault on the part of the Consultant/Contractor, subsection A of this section shall not apply. In such event the amount to be paid shall be determined by the City with consideration given to the actual costs incurred by the Consultant/Contractor in performing the work to the date of termination, the amount of work originally required which was satisfactorily completed to date of termination, whether that work is in a form or of a type which is usable by the City at the time of termination, the cost to the City of employing another person or firm to complete the work required and the time which may be required to do so, and other factors which affect the value to the City of the work performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount which would have been made if subsection A of this section applied.

C. In the event this Agreement is terminated prior to completion of the work, the original copies of all work products prepared by the Consultant/Contractor prior to termination shall become the property of the City for its use without restriction; *provided*, that any such use by the City not directly related to the particular purposes for which the work product was produced shall be without any liability whatsoever to the Consultant/Contractor.

10. **Termination by Consultant/Contractor.** Consultant/Contractor may terminate this Agreement only in response to material breach of this Agreement by the City, or upon completion of the work set out in the Scope of Work and any Extra Work agreed upon by the parties.

11. **Applicable Law; Venue.** The law of the State of Washington shall apply in interpreting this Agreement. Venue for any lawsuit arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Pierce County.

12. **Indemnification / Hold Harmless/ Insurance.**

Consultant/Contractor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant/Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Insurance

The Consultant/Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant/Contractor, its agents, representatives, or employees.

A. Minimum Scope and Amounts of Insurance

Consultant/Contractor shall obtain and maintain the following insurance during the course of this agreement:

1. Automobile Liability insurance with limits not less than one million (\$1,000,000) combined single limit;
2. Professional General Liability insurance with a limit of not less than one million (\$1,000,000) per claim with respect to the work performed for the City.

13. **Subletting or Assigning.** The Consultant/Contractor shall not sublet or assign any of the work covered by this Agreement without the express written consent of the City.

14. **Entire Agreement.** This Agreement represents the entire Agreement between the parties. No change, termination or attempted waiver of any of the provisions of the Agreement shall be binding on any party unless executed in writing by authorized representatives of each party. The agreement shall not be modified, supplemented or otherwise affected by the course of dealing between the parties.

15. **Waiver.** Failure by any party to this Agreement to enforce any provision of this Agreement or to declare a breach shall not constitute a waiver thereof, nor shall it impair any party's right to demand strict performance of that or any other provision of this Agreement any time thereafter.

16. **Severability.** If any provision of this Agreement or its application is held invalid, the remainder of the Agreement or the application of the remainder of the Agreement shall not be affected.

17. **Execution and Acceptance.** This Agreement may be executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The Consultant/Contractor hereby ratifies and adopts all statements, representations, warranties, covenants, and agreements

contained in the supporting materials submitted by the Consultant/Contractor, and does hereby accept the Agreement and agrees to all of the terms and conditions thereof.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

CITY OF BONNEY LAKE

CONSULTANT/CONTRACTOR

By: _____
Mayor

By: Rose Eilts
Rose Eilts, President Eilts Co, PS

Attachments:

Exhibit A

Eilts & Co, PS
Rose Eilts
Certified Public Accountant

4209 Foxhall Drive NE
Olympia, WA 98516

360-790-0497
rose.cpa@comcast.net

February 9, 2009

Mr. Al Juarez, CFO
City of Bonney Lake
19306 Bonney Lake Blvd. PO Box 7380
Bonney Lake, WA 98391-0944

Dear Al,

Thank you for asking me to prepare the City of Bonney Lake's Financial Statements for the year ending December 31, 2008. The financial statements will be prepared in accordance with Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) pronouncements.

I will prepare the following documents and financial statements:

- Managements' Discussion and Analysis
- Statement of Net Assets
- Statement of Activities
- Balance Sheet - Governmental Funds
- Reconciliation of the above statement to the Statement of Net Assets
- Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
- Reconciliation of the above statement to the Statement of Activities
- Budget and Actual comparison Statements of Revenues, Expenditures and Changes in Fund Balances for the General Fund, and each major Special Revenue with a legally adopted annual budget
- Statement of Net Assets, Proprietary Funds
- Statement of Revenues, Expenses and Changes in Net Assets, Proprietary Funds
- Statement of Cash Flows – Proprietary Funds
- Combining Balance Sheet, Nonmajor Governmental Revenue Funds
- Combining Statement of Revenues, Expenditures and Changes in Fund Balances, Nonmajor Governmental Funds
- Combining Statement of Net Assets, Proprietary (including Internal Service) Funds
- Combining Statement of Revenues, Expenses, and Changes in Fund Net Assets, Proprietary (including Internal Service) Funds
- Combining Statement of Cash Flows, Proprietary (including Internal Service) Funds
- Notes to financial statements

All the financial statements will be prepared from account balances in the City's general ledger. Account balances will be downloaded to an excel file; balances will be grouped and summarized; adjustments will be made to obtain fund financial and government-wide financial statements. All adjustments will be adequately supported. I will leave you a copy of the Excel and Word files generated in the course of the financial statement preparation.

In May 2006, the Auditing Standards Board (ASB) of the American Institute of Certified Public Accountants (AICPA) issued Statement on Auditing Standards No. 112, *Communicating Internal Control Related Matters Identified in an Audit*. This new pronouncement significantly increases the likelihood that

a government's independent auditors may be required to report either a *significant deficiency* or a *material weakness* in conjunction with the financial statement audit.

SAS No. 112 clarifies that it is *not* sufficient that the independent auditor determine that the financial statements under audit are, in fact, *fairly presented* in accordance with generally accepted accounting principles (GAAP). Generally accepted auditing standards (GAAS) also require that the financial statements be the product of a financial reporting system that offers reasonable assurance that management is able to produce financial statements that comply with GAAP.

As a preparer of your financial statements, **Eilts & Co becomes part of your control environment and reporting system**. In order to mitigate the potential negative effects of SAS No. 112, I have prepared a Key Control Checklist for Financial Statement Review, which is the last page of this proposal. The use of this checklist will document adequate internal controls over the financial statement process.

It is important to note that I will be preparing the financial statements based on information provided by the staff of the City of Bonney Lake. In the course of preparing the financial statements, it may be necessary to make estimates and assumptions. These estimates will be based on analysis of the information provided. Ultimately, as the financial statements are the representation of management, the judgment call will be yours. I will consult with you or your designee in the course of my work to assure your acknowledgement of these representations.

Professional accounting standards require me to issue a standard compilation report for the financial statements presented. These reports are required by AICPA Standards for Accounting and Review Services (SSARS) and basically describe my role in the compilation of the financial statements and clarify that the statements have not been audited or reviewed and that I, accordingly, do not express an opinion on them.

Fees for these services will be based on the actual time spent at my standard hourly rate of \$120/hour and are expected to be as follows:

Preparation of 2008 financial statements, and notes to financial statements	125-150 hours	<u>\$15,000-\$18,000</u>
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Invoices for these fees will be presented each month as work progresses and are payable on presentation. Payment for services is not dependent on the completion of the services. The estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur additional costs.

Thank you for this opportunity to work with you and the City of Bonney Lake. I look forward to assisting you in this process.

Yours sincerely,

Rose Eilts, CPA
Rose Eilts, CPA

SAS 112
Key Control Checklist for
Financial Statement Review

Item #	Review Item	Reviewed By
1.	Reconcile general ledger amounts to the draft financial statements utilizing grouping schedules provided by Eilts & Co, PS.	
2.	Review all supporting documentation and explanations for adjusting journal entries we propose and approve the entries proposed by Eilts & Co, PS.	
3.	Review the adequacy of financial statement disclosures by reviewing and approving the completed disclosure checklist Eilts & Co. will provide to you.	
4.	Review and approve schedules and calculations supporting amounts included in the notes to financial statements.	
5.	Review and approve the cash flow worksheet used in preparing the statement of cash flows.	
6.	Apply analytic procedures to the draft financial statements	
7.	Review the calculations determining major funds and approve the designations of major funds for the financial statements.	

**City of Bonney Lake, Washington
Council Agenda Bill (C.A.B.) Approval Form**

Department/Staff Contact: Police/ AC Powers	Council Meeting Date: 02-10-09	Agenda Item Number AB09-24
Ordinance Number:	Resolution Number:	Councilmember Sponsor: Mark Hamilton

BUDGET INFORMATON

<u>2009 Budget Amount</u>	<u>Required Expenditure</u>	<u>Impact</u>	<u>Remaining Balance</u>
\$200,000.00	\$1900.00		\$198,100.00

Explanation:

Out of State travel request for Sgt. Ron Sasaki and Officer Chad Kiblinger to attend Sniper Week training in Tampa, Florida.

Agenda Subject:

Out of State travel request to Tampa, Florida

Administrative Recommendation:

Recommend Approval

Background Summary:

This class is not offered locally and will be paid for out of the drug fund. Sergeant Sasaki and Officer Kiblinger attended this training in the past and have gained the necessary and valuable knowledge and skill set to increase their abilities as advanced snipers. In 2007, Sergeant Sasaki and Officer Kiblinger have taken 6th place out of over 100 teams during the hands on sniper competition. With limited advanced sniper training available locally, this training will benefit the community, city and the department greatly.

Council Committee Dates: Finance Committee: February 10, 2009 Public Safety Committee: February 9, 2009 Community Development & Planning Committee: Council Workshop:	Commission Dates: Planning Commission: Civil Service Commission:	Board/Hearing Examiner Dates: Park Board: Hearing Examiner:
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Council Action:

Council Call for Hearing:	Council Hearings Date:
Council Referred Back to:	Workshop: Committee
Council Tabled Until:	Council Meeting Dates: February 10, 2009

Signatures:

Dept. Dir. Mike L. Mitchell	Mayor/City Administrator	Date City Attorney reviewed
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PUBLIC SAFETY COMMITTEE

DATE: February 9, 2009

ORIGINATOR: Dana Powers

TITLE: Asst. Chief

SUBJECT/DISCUSSION: Out of State travel request for Sergeant Sasaki and Officer Kiblinger to attend Sniper Week training in Tampa, Florida.

ORDINANCE/RESOLUTION

REQUEST OR RECOMMENDATION BY ORIGINATOR: Recommend approval.

**ISSUE AND DOCUMENTS HAVE BEEN REVIEWED AND APPROVED BY THE
MAYOR
FINANCE DIRECTOR
CITY ATTORNEY**

BUDGET INFORMATION

BUDGETED ITEM:

TOTAL COST:

(Note: If budgeted item, attach copy of budget page and identify)

<u>2009 Budget Amount</u>	<u>Required Expenditure</u>	<u>Impact</u>	<u>Remaining Balance</u>
\$200,000.00	\$1900.00		\$198,100.00

Explanation:

This class is not offered locally and will be paid for out of the drug fund. Sergeant Sasaki and Officer Kiblinger attended this training in the past and have gained the necessary and valuable knowledge and skill set to increase their abilities as advanced snipers. In 2007, Sergeant Sasaki and Officer Kiblinger have taken 6th place out of over 100 teams during the hands on sniper competition. With limited advanced sniper training available locally, this training will benefit the community, city and the department greatly.

COMMITTEE ACTION: RECOMMEND APPROVAL TO COUNCIL

	DATE	APPROVED	DISAPPROVED
David King, Chairperson	_____	_____	_____
Mark Hamilton	_____	_____	_____
Laurie Carter	_____	_____	_____

COMMITTEE COMMENTS:

**COMMITTEE'S RECOMMENDATION TO FORWARD TO:
CITY CLERK**

FINANCE OFFICER

CITY ATTORNEY

Please schedule for Council Meeting date of: February 10, 2009