

**SPECIAL JOINT CITY  
COUNCIL/ PARK BOARD  
WORKSHOP**

**March 18, 2014  
5:30 p.m.**

**AGENDA**



*“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](http://www.ci.bonney-lake.wa.us)*

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*The City Council may act on items listed on this agenda, or by consensus give direction for future action.  
The Council may also add and take action on other items not listed on this agenda.*

**Location:** Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

**I. Call to Order:** Mayor Neil Johnson

**II. Roll Call:**

Elected Officials: Mayor Neil Johnson, Jr., Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, Councilmember James Rackley, and Councilmember Tom Watson.

Park Board Commissioners: Commissioner Jim Bouchard - Chair, Commissioner Chauntelle Hellner-Vice-Chair, Commissioner Jamie Trejo, Commissioner Terry Reid, Commissioner Randi Riesenbergs, Commission Scott Anderson, and Commissioner Todd Haueter.

**III. Agenda Items:**

p. 3 A. **Discussion:** AB14-33 – Joint meeting with City Council and Park Board to discuss a work plan for the Board.

**\*\* End of Special Joint City Council/Park Board Meeting \*\*  
Followed by Regular Council Workshop Items.**

**B. Council Open Discussion.**

p. 5 C. **Review of Draft Council Minutes:** February 18, 2014 Council Workshop, February 25, 2014 Council Meeting, and March 11, 2014 Council.

D. **Presentation:** 2013 Annual Bonney Lake Municipal Court Report. (No advance materials)

p. 17 E. **Discussion:** AB14-36 – Ordinance D14-36 – Amendments to Chapter 2.26 BLMC - Planning Commission.

**IV. Executive Session:** Pursuant to RCW 42.30.110(b), the City Council may hold an executive session. The topic(s) and the session duration will be announced prior to the executive session.

**V. Adjournment**

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

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City of Bonney Lake, Washington  
**City Council Agenda Bill (AB)**

<b>Department/Staff Contact:</b> Executive / Gary Leaf	<b>Meeting/Workshop Date:</b> 18 March 2014	<b>Agenda Bill Number:</b> AB14-33
<b>Agenda Item Type:</b> Discussion	<b>Ordinance/Resolution Number:</b> N/A	<b>Councilmember Sponsor:</b> N/A

**Agenda Subject:** Park Board Work Plan

**Full Title/Motion:** n/a .

**Administrative Recommendation:** Discuss

**Background Summary:** Following the January Council Retreat the Park Board requested a Joint Meeting with the Mayor and City Council to develop a Work Plan of items for the Board to work on over the next several years. To that end, the Administration drafted up some possible items for this Work Plan which are attached. It also includes items discussed during the recent Council Retreat.

**Attachments:** Yes

<b>BUDGET INFORMATION</b>			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
N/A	N/A	N/A	N/A
<b>Budget Explanation:</b>			

<b>COMMITTEE, BOARD &amp; COMMISSION REVIEW</b>											
<b>Council Committee Review:</b>	Other Date: 25 January 2014	<b>Approvals:</b> Chair/Councilmember Councilmember Councilmember	<table style="width: 100%; border: none;"> <tr> <td style="text-align: right;"><b>Yes</b></td> <td style="text-align: left;"><b>No</b></td> </tr> <tr> <td style="text-align: right;"><input type="checkbox"/></td> <td style="text-align: left;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: right;"><input type="checkbox"/></td> <td style="text-align: left;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: right;"><input type="checkbox"/></td> <td style="text-align: left;"><input type="checkbox"/></td> </tr> </table>	<b>Yes</b>	<b>No</b>	<input type="checkbox"/>					
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	Forward to:	<b>Consent Agenda:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No								
<b>Commission/Board Review:</b>											
<b>Hearing Examiner Review:</b>											

<b>COUNCIL ACTION</b>	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

<b>APPROVALS</b>		
<b>Director:</b>	<b>Mayor:</b>	<b>Date Reviewed by City Attorney:</b> N/A (if applicable):

## **Administration's 2014-2016 Park Board Work Plan Suggestions**

1. Create a plan for funding Mid-Town and Allan Yorke Park. Create plan for community outreach on fundraising; once this funding is determined then develop master plans for each site based on realistic funding.
2. Gravel road and parking from South Prairie Road into Mid-Town Park (\$141K); picnic structure (\$58K); stage with cover (\$130K)
3. Examine Ropes Course (around \$150K to \$200K) and Disc Golf Course (\$19K plus tree removal and ground prep) proposals to see if they are both financially realistic (with outside funding) and compatible with each other
4. Develop Victor Falls Park – driveway with parking area and fence (\$75K); construct new lookout and picnic area (\$150K)
5. Allan Yorke Park Improvements:
  - a. Install new sidewalk and picnic shelter at Allan Yorke Park next to existing picnic shelter (\$18K)
  - b. Allan Yorke Park Beach Area Pavilion (\$40K)
  - c. Field 4 memorial Site (\$1K)
  - d. “Sun Shelters” at Mid-Town Park (\$32K)
  - e. Cover for existing stage (\$57K) – seek donations
  - f. BMX facility (\$58K)
  - g. Portable fencing (\$3K)
  - h. Dugouts at Field 4 (\$51K) – seek donations
  - i. Portable lighting (\$106 K) – seek donations
6. Wal-Mart Pocket Park: develop plan for trail (\$2-3K); receive easement from HOA; secure pocket park property from developer; seek donations and volunteers
7. Approach sport leagues (BLS Little League, Sumner Soccer, Mount Rainier Football, Mount Rainer Futbol) to see if they will help fund portable field lighting
8. Design and right-of-way acquisition for Fennel Creek trail segment between Safe Routes Trail and Sumner-Buckley Highway
9. Consider the possibility of a leased Community Center (cost unknown at this time)
10. End-of-year joint meeting with Arts Advisory Board to discuss role of arts in BL parks
11. Review 6-year Parks CIP
12. Support Parks Appreciation Day/Beautify Bonney Lake
13. 2015 Parks Element Update (part of city-wide comp plan update)
14. Park user fee review
15. Develop Parks Gift Giving brochure

**CITY COUNCIL WORKSHOP**

**February 18, 2013  
5:30 P.M.**

**DRAFT MINUTES**



*“Where Dreams Can Soar”*

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Website: [www.ci.bonney-lake.wa.us](http://www.ci.bonney-lake.wa.us)

**Location:** Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

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

**II. ROLL CALL:**

Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, and Councilmember Tom Watson. Councilmember Katrina Minton-Davis and Councilmember Jim Rackley were absent from the workshop.

**Councilmember Lewis moved to excuse Councilmember Minton-Davis and Councilmember Rackley. Councilmember Watson seconded the motion.**

**Motion to adjourn approved 5 - 0.**

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Permit Coordinator Jen Francis, Chief Financial Officer Al Juarez, Police Chief Dana Powers, Administrative Services Director/City Clerk Harwood Edvalson, City Attorney Kathleen Haggard, and Administrative Specialist II Renee Cameron.

**III. AGENDA ITEMS:**

**A. Council Open Discussion:**

Jury Duty Service: Councilmember Lewis advised that he has been selected for jury duty for two weeks during the month of March and stated he will likely not be able to attend Committee meetings and /or Workshops during this time. He said he plans to be present for the 7:00 p.m. Council meetings and advised Councilmember McKibbin will attend Committee meetings in his absence.

Communities for Families / Summit Conference: Councilmember Watson said he attended the Communities for Families meeting on February 6<sup>th</sup> and he enjoyed the speaker who spoke regarding the eyeglasses recycling fundraiser for the citizens on the plateau. He said they talked about the upcoming Community Summit, the homeless community and the needs of the local food banks of food and supplies, as well as the need for firewood due to the cold weather that we have been experiencing.

Arts Advisory Commission: Councilmember Watson spoke regarding the Arts Advisory Commission and he would like the Press Release inviting citizens to apply for the Arts

Advisory Commission to mention heritage so we have a well-rounded Arts Advisory Commission.

Solid Waste Ad-Hoc Committee: Mayor Johnson said the Solid Waste Ad-Hoc Committee have been meeting and reviewing the Solid Waste potential Request for Proposal and information and the Committee hopes to bring a recommendation to the Council in April. He advised the current contract requires notice by given by June 1<sup>st</sup> or the contract is automatically renewed with DM Disposal. Councilmember Hamilton spoke regarding citizen's concerns in the increases of fees regarding excessively full containers or excess weight with the current contract and would like to see that addressed in the new contract. City Administrator Morrison said there is an L&I limit regarding overweight cans that has to be taken into consideration.

School Impact Fees/Comprehensive Plan: Deputy Mayor Swatman spoke regarding adopting a Comprehensive Plan update to incorporate the school impact fees that Council has discussed and how those fees will be collected and disbursed. City Administrator Morrison spoke regarding the Council's intentions and said there are three issues to address 1) having the City collecting the fees ourselves 2) disbursement of the funds to the district; and 3) a \$100 administrator fee for the cost of processing the impact fee. He spoke regarding what other cities do and state statutes regarding handling the impact fees. Deputy Mayor Swatman said he recalls the various issues that the City encountered when the City previously collected the fees. Councilmember Watson said he would like to see the City collect the fees and disburse them. Councilmember McKibbin asked how the City would collect the fee and Permit Coordinator Jen Francis advised it is included in the checklist of fees to collect before a permit is issued. Mayor Johnson and City Attorney Haggard discussed liability for failure to collect the proper school impact fees. Council consensus was to leave the process the way it is and to look at the fee collection process in the future to see if the City wants to oversee it.

Marrow Registry/Fundraising Campaign: Mayor Johnson said his daughter and the CSS Softball team are doing a Marrow Registry/Fundraising Campaign. He encouraged support and said a registry saved his life, and he is extremely proud of the CSS Softball teams fundraising efforts.

**B. Review of Council Minutes:** January 21, 2014 Council Workshop, January 25, 2014 Special Council Meeting, and January 28, 2014 Council Meeting.

The minutes were reviewed and minor corrections were noted. The corrected minutes were forwarded to the February 25, 2014 Meeting for action.

**C. Presentation:** EDC – Development Activity Report.

Community Development Director Vodopich and Permit Coordinator Jen Francis summarized the 2013 Development Activity Report that was contained in the agenda packet. Various questions were raised by the Council and Mayor and Director Vodopich and Permit Coordinator Francis responded accordingly. Public Works Director Grigsby spoke regarding the system development charges related to the Church Lake/Haymond Plat. Council appreciated the presentation and Councilmember Hamilton said he would like the Council to receive a report regarding the results from the water and sewer

temporary reductions which ended in November. Permit Coordinator Francis responded to how staff are monitoring the offered reductions.

- D. **Discussion:** AB14-07 (After public hearing) – Cost Allocation for Late-comer agreement on Shepard-Morris Property.

City Administrator Morrison summarized his February 4, 2014 memorandum regarding the determination of the cost allocation of the latecomer's agreement on the Shepard-Morris property. He requested that the Council pass a motion affirming the decision at the next Council meeting and Council agreed.

- E. **Discussion:** Recap of Council Retreat.

City Administrator Morrison recapped the 2014 Council Retreat and the City Council Goals/Projects for 2014-2016, as was contained in the agenda packet. As the goals and projects list reflect, these goals and projects are not necessarily in priority order. Deputy Mayor Swatman addressed some of the projects on the list and a location for a community center. Councilmember Hamilton also spoke regarding the costs and possible locations of a community center. Mayor Johnson said he would like to see the Boys & Girls Club encouraged to get a plan in place to help promote a community center. Council believe the Goal and Projects are a great start.

- F. **Discussion:** AB14-33 - Set Date for a Joint Meeting with Park Board to Develop a Draft Work Plan.

City Administrator Morrison said there was a tentative date for a Joint Council Meeting with the Park Board of March 4<sup>th</sup>, however, it has been moved to March 18<sup>th</sup> so that all Park Board Commissioners can attend. Deputy Mayor Swatman suggested the Council listen to the Park Board's last meeting so they are aware of the projects the Park Board will be making recommendations on. Councilmember Hamilton said he would like see the Park Board broaden their direction, and not get into the detail of projects. Council feel that providing the Park Board direction as to what Councils needs are will be beneficial for everyone. City Administrator Morrison reviewed the park Board's role as referenced in the ordinance. Council said they believe a joint meeting will be beneficial to alleviate any disconnect between the Council and the Park Board.

#### IV. EXECUTIVE SESSION:

None

**V. ADJOURNMENT:**

**At 6:44 p.m., Councilmember Lewis moved to adjourn the Council Meeting.  
Councilmember Watson seconded the motion.**

**Motion to adjourn approved 5 - 0.**

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Harwood Edvalson, MMC  
City Clerk

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Neil Johnson, Jr.  
Mayor

Items presented to Council at the February 18, 2014 Workshop: None

*Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.*

CITY COUNCIL MEETING

February 25, 2014  
7:00 P.M.

DRAFT MINUTES



“Where Dreams Can Soar”

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Website: [www.ci.bonney-lake.wa.us](http://www.ci.bonney-lake.wa.us)

**Location:** Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

**I. CALL TO ORDER** – Deputy Mayor Dan Swatman called the meeting to order at 7:01 p.m.

- A. Flag Salute: Deputy Mayor Swatman led the audience in the Pledge of Allegiance.
- B. Roll Call: Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Deputy Mayor Dan Swatman, elected officials attending were Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, Councilmember Jim Rackley, and Councilmember Tom Watson. Mayor Neil Johnson, Jr. was absent due to illness.

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Chief Financial Officer Al Juarez, Police Chief Dana Powers, Assistant Police Chief Kurt Alfano, Administrative Services Director/City Clerk Harwood Edvalson, City Attorney Kathleen Haggard, and Records & Information Specialist Susan Haigh.

C. Announcements, Appointments and Presentations:

1. Announcements: None.

2. Appointments:

- a. **AB14-32** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Ratifying The Mayor’s Appointment Of Craig Sarver To Planning Commission Position #5 With A Term Ending April 6, 2015.

**Councilmember Rackley moved to approve Motion AB14-32.  
Councilmember Lewis seconded the motion.**

Deputy Mayor Swatman noted that Mr. Sarver has previously served on the City Council. The Council congratulated Mr. Sarver on his appointment.

**Motion approved 7 – 0.**

3. Presentations: None.

D. Agenda Modifications: None.

**II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:**

A. Public Hearings: None.

B. Citizen Comments:

Winona Jacobsen, 9100 189<sup>th</sup> Ave Ct E, Bonney Lake, introduced the new president of the Greater Bonney Lake Historical Society (GBLHS), JoAnn Taylor.

JoAnn Taylor, 4928 197<sup>th</sup> Ave E, Bonney Lake, said she has been a member of GBLHS for five years and was recently elected as its president. She spoke about the group's focus and projects. She provided the Council with a copy of her address and said the Society looks forward to a continued partnership with the City.

C. Correspondence:

Administrative Services Director/City Clerk Harwood Edvalson noted that the City Council received a letter from Charlie Laboda of Tarragon LLC regarding proposed Ordinance D14-06 regarding School Impact Fees.

**III. COUNCIL COMMITTEE REPORTS:**

- A. Finance Committee: Deputy Mayor Swatman said the Committee met at 5:30 p.m. earlier in the evening and reviewed meeting notes, banking services proposals, and a proposed extension to the City Administrator's employment agreement.
- B. Community Development Committee: Councilmember Lewis said the Committee met on February 18, 2014 and forwarded items to the current Consent Agenda.
- C. Economic Development Committee: Councilmember Minton-Davis said the Committee met earlier in the afternoon. She said Councilmember Watson and Senior Planner Jason Sullivan reported on a seminar they attended about 'branding' opportunities for cities. The Committee also reviewed information that is provided to local businesses about signage, the City's Economic Development web page, and a report on the recent Chamber of Commerce luncheon. She thanked Community Development Director Vodopich for his presentation to Council at the previous workshop.
- D. Public Safety Committee: Councilmember Watson said the committee has not met since the last Council Meeting.
- E. Other Reports: None.

**IV. CONSENT AGENDA:**

- A. **Approval of Minutes:** February 4, 2014 Workshop Minutes and February 11, 2014 Meeting Minutes.
- B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable checks/vouchers #68072 in the amount of \$47.75.  
Accounts Payable checks/vouchers #68073 in the amount of \$2,502.43 for Accounts Receivable deposit refunds.  
Accounts Payable checks/vouchers #68074-68099 (including wire transfer #'s 20140203, 20140204, and 20140205) in the amount of \$151,158.87.  
Accounts Payable checks/vouchers #68100-68110 in the amount of \$825.18 for utility refunds.

Accounts Payable checks/vouchers #68111-68130 (including wire transfer #'s 13020141, 20140206, and 2014021201) in the amount of \$983,939.37.

- C. **Approval of Payroll:** Payroll for February 1st-15th, 2014 for checks #31632-31653 including Direct Deposits and Electronic Transfers is \$ 458,609.98.
- D. **AB14-29 – Resolution 2361** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign The First Addendum To The Sewer Development Financing Contract And Utility Latecomer Agreement With Kahne Properties, LLC.
- E. **AB14-31 – Resolution 2362** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing A Contract With RH-2 Consultants, Inc. For Services To Design The Lakeridge 2 Booster Pump Station 2.
- F. **AB14-21** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Accept As Complete The Eastown Sewer Main – Phase 1(Downstream System) Project With Pape & Sons Construction.
- G. **AB14-22** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Accept As Complete The Angeline Road Sidewalk Improvements Project With Hoffman Construction, Inc.
- H. **AB14-23** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Accept As Complete The SR410 & Main Street Intersection Improvements Project With ICON Materials.

**Councilmember Rackley moved to approve the Consent Agenda. Councilmember Watson seconded the motion.**

**Consent Agenda approved 7 – 0.**

**V. FINANCE COMMITTEE ISSUES:**

- A. **AB14-28** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Finance Department To Write-Off Specific Delinquent Accounts Receivable Accounts As Illustrated In The Attached Spreadsheet; Pursuant To Administrative Policy #200-030.

**Councilmember Watson moved to approve motion AB14-28. Councilmember Lewis seconded the motion.**

Deputy Mayor Swatman said the Committee of the Whole has discussed the issue in depth. He pointed out that the debts are not forgiven when they are written off the books; the City can still take action to collect these debts. Councilmember Rackley said it is important to remove these debts from the City's receivables; Deputy Mayor Swatman agreed and said these items misrepresent the City's actual receivables. Councilmember Watson said he is glad the issue is being addressed.

**Motion AB14-28 approved 7 – 0.**

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

**VII. ECONOMIC DEVELOPMENT COMMITTEE ISSUES:** None.

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

**IX. FULL COUNCIL ISSUES:**

- A. **AB14-06 – Ordinance 1477 [D14-06]** – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Sections 13.04.070, 1304.100, 13.04.110, 13.12.100, 13.12.130, 14.30.010, And 14.50.050, And Repealing Section 13.12.105 Of The Bonney Lake Municipal Code Related To Applications For Water And Sewer Service.

**Councilmember Lewis moved to approve Ordinance 1477. Councilmember Watson seconded the motion.**

Deputy Mayor Swatman said the proposed ordinance does not make any changes to the current fee structure; it simply updates the Municipal Code to reflect the current fees, which are adjusted automatically each year.

**Ordinance 1477 approved 7 – 0.**

- B. **AB14-26 – Ordinance 1478 [D14-26]** – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Chapter 19.08 Of The Bonney Lake Municipal Code And Ordinances Nos. 1122 And 1431 Relating To School Impact Fees.

**Councilmember Lewis moved to approve Ordinance 1478. Councilmember Watson seconded the motion.**

Councilmember Rackley asked for clarification of effective date, and proposed the item be tabled in order to review and discuss the letter received from Mr. Laboda from Tarragon regarding the Renwood multi-family project.

Deputy Mayor Swatman said the Council discussed the proposed ordinance at the previous Workshop, which Councilmember Rackley did not attend. Councilmember McKibbin said the proposed ordinance should not impact the Renwood project. Community Development Director Vodopich confirmed that the developer has already picked up six of the nine building permits, and should pull the remaining three permits before the proposed ordinance goes into effect.

Councilmember Minton-Davis asked about the City Attorney's guidance on multi-family fees. City Attorney Haggard said Director Vodopich provided corrected information that the School District adopted worksheets for both single-family and multi-family fees in 2007, so the multi-family fee has been authorized since 2007.

Councilmember Rackley asked if the new fees have been adopted by the City of Sumner. Staff were not aware of the status of Sumner's fees. Deputy Mayor Swatman said Sumner

may have a different strategy, and Bonney Lake has always supported schools through School Impact Fees. He noted that both the recent school levy ballot measures passed so there is public support to fund schools.

**Ordinance 1478 approved 7 – 0.**

- C. **AB14-07** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Adopting A Report And Determination Of The Shepard-Morris Property participation Assessment For The Easttown Southern Utility Latecomer Agreement.

**Councilmember Rackley moved to approve motion AB14-07. Councilmember Watson seconded the motion.**

Councilmember Watson said the Council has considered the issue in detail and thinks this is the right action to move forward.

**Motion AB14-07 approved 7 – 0.**

Councilmember Rackley thanked the City’s administration for keeping the Council informed about recent news stories regarding the Police Department.

- X. **EXECUTIVE SESSION:** None.

- XI. **ADJOURNMENT:**

**At 7:21 p.m., Councilmember Lewis moved to adjourn the Council Meeting. Councilmember Watson seconded the motion.**

**Motion to adjourn approved 7 – 0.**

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Harwood Edvalson, MMC  
City Clerk

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Neil Johnson, Jr.  
Mayor

Items presented to Council at the February 25, 2014 Meeting:

- Charlie Laboda, Tarragon LLC – *Letter re: Renwood Apartments Proposed School Fees.*
- Joanne Taylor, Greater Bonney Lake Historical Society – *Letter re: Greater Bonney Lake Historical Society.*

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CITY COUNCIL MEETING

March 11, 2014  
7:00 P.M.

DRAFT MINUTES



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Website: [www.ci.bonney-lake.wa.us](http://www.ci.bonney-lake.wa.us)

**Location:** Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

**I. CALL TO ORDER** – Deputy Mayor Dan Swatman called the meeting to order at 7:00 p.m.

- A. Flag Salute: Deputy Mayor Swatman led the audience in the Pledge of Allegiance.
- B. Roll Call: Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Deputy Mayor Dan Swatman, elected officials attending were Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, Councilmember Jim Rackley, and Councilmember Tom Watson. Mayor Neil Johnson was out of town and absent from the meeting.

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Chief Financial Officer Al Juarez, Police Chief Dana Powers, Administrative Services Director/City Clerk Harwood Edvalson, City Attorney Kathleen Haggard, and Records & Information Specialist Susan Haigh.

C. Announcements, Appointments and Presentations:

- 1. Announcements: None.
- 2. Appointments: None.
- 3. Presentations:
  - a. **Proclamation:** Records and Information Management Month – April 2014.

Deputy Mayor Swatman read the proclamation aloud and proclaimed April 2014 as Records and Information Management month in the City.

- b. **Presentation:** 21<sup>st</sup> Annual Community Summit – Marilee Hill-Anderson.

Summer Tobacco & Alcohol Risk Reduction (STARR) Project Director Marilee Hill-Anderson spoke about the upcoming Annual Community Summit on March 20, 2014 at Mountain View Middle School. She described the theme, “Serve Big”, and the events at the event, and invited Councilmembers to register. She thanked the City for its participation and support of the community event. Councilmembers Lewis and Watson said the plan to attend.

D. Agenda Modifications: None.

**II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:**

- A. Public Hearings: None.
- B. Citizen Comments: None.
- C. Correspondence: None.

### III. COUNCIL COMMITTEE REPORTS:

- A. Finance Committee: Deputy Mayor Swatman said the committee met at 5:30 p.m. earlier in the evening as the Committee of the Whole and discussed the Community Garden contract and Banking services contract which were forwarded.
- B. Community Development Committee: Councilmember Lewis said the committee has not met since the last Council Meeting.
- C. Economic Development Committee: Councilmember Minton-Davis said the Committee met earlier in the afternoon. Permit Coordinator Jen Francis gave a report on universal permits, electronic plan review, and the monthly permit report.
- D. Public Safety Committee: Councilmember Watson said the Committee has not met since the last Council meeting.
- E. Other Reports: None.

### IV. CONSENT AGENDA:

- A. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable checks/vouchers #68131-68166 (including wire transfer #'s 12828345, 20140213, and 20140218) in the amount of \$262,827.56.  
Accounts Payable checks/vouchers #68167-68180 in the amount of \$870.51 for utility refunds.  
Accounts Payable wire transfer #2014021702 for P-Cards in the amount of \$21,532.46.  
Accounts Payable checks/vouchers #68181-68207 (including wire transfer #'s 2014021601) in the amount of \$114,454.50.  
Accounts Payable checks/vouchers #68208-68224 in the amount of \$918.30 for utility refunds.
- B. **Approval of Payroll:** Payroll for February 16-28, 2014 for checks #31654-31676 including Direct Deposits and Electronic Transfers is \$ 665,392.01.
- C. **AB14-37 – Resolution 2345** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Section 2 Of Resolutions No. 1785 And 2174 Authorizing The Mayor To Extend The Term Of The Employment Agreement Of The City Administrator.

**Councilmember Rackley moved to approve the Consent Agenda. Councilmember Watson seconded the motion.**

**Consent Agenda approved 7 – 0.**

- V. **FINANCE COMMITTEE ISSUES:** None.
- VI. **COMMUNITY DEVELOPMENT COMMITTEE ISSUES:** None.
- VII. **ECONOMIC DEVELOPMENT COMMITTEE ISSUES:** None.
- VIII. **PUBLIC SAFETY COMMITTEE ISSUES:** None.
- IX. **FULL COUNCIL ISSUES:** None.
- X. **EXECUTIVE SESSION:** None.
- XI. **ADJOURNMENT:**

**At 7:16 p.m., Councilmember Rackley moved to adjourn the Council Meeting.  
Councilmember Lewis seconded the motion.**

**Motion to adjourn approved 7 – 0.**

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Harwood Edvalson, MMC  
City Clerk

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Neil Johnson, Jr.  
Mayor

Items presented to Council at the March 11, 2014 Meeting: None.

*Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.*

City of Bonney Lake, Washington  
**City Council Agenda Bill (AB)**

<b>Department/Staff Contact:</b> Community Development / Jason Sullivan - Senior Planner	<b>Meeting/Workshop Date:</b> 18 March 2014	<b>Agenda Bill Number:</b> AB14-36
<b>Agenda Item Type:</b> Discussion	<b>Ordinance/Resolution Number:</b> D14-36	<b>Councilmember Sponsor:</b>

**Agenda Subject:** Planning Commission Rules

**Full Title/Motion:** An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Bonney Lake Municipal Code Sections 2.26.010 And 2.26.020 Regarding The Rules For Appointing Planning Commissioners And The Powers Of The Planning Commission.

**Administrative Recommendation:**

**Background Summary:** The Planning Commission is organized under Revised Code of Washington (RCW) section 36A.63.020 to serve in an advisory capacity to the administration and the City Council on matters related to the Bonney Lake Comprehensive Plan and the City’s development regulations codified in Titles 14 through 19 of the Bonney Lake Municipal Code (BLMC), on issue deemed necessary for the public’s benefit as designated by the City Council, and on additional issues as defined in the bylaws of the Planning Commission pursuant to BLMC 2.04.1040.

While BLMC 2.04.1040 envisions the adoption of bylaws by the Planning Commission and even requires that a copy of the bylaws be provided to the City Council, there is nothing in the municipal code that specifically authorizes the Planning Commission to adopt bylaws. Ordinance D14-36 will add the adoption of bylaws as one of the authorized duties and powers of the Planning Commission codified in BLMC 2.26.020.

In appointing citizens to the Planning Commission, BLMC 2.26.010.E directs the mayor to, “... attempt to ensure that each council ward is represented by at least one planning commission member.” However, the City Council abolished the council wards in 2011, pursuant to Ordinance 1383, in favor of completely at-large system of representation. Ordinance D14-36 will also delete this requirement to ensure internal consistency of the City’s municipal code.

**Attachments:** Ordinance D14-36

<b>BUDGET INFORMATION</b>			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
n/a			
<b>Budget Explanation:</b>			

<b>COMMITTEE, BOARD &amp; COMMISSION REVIEW</b>			
<b>Council Committee Review:</b>	<i>Approvals:</i>	<b>Yes</b>	<b>No</b>
Date:	Chair/Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
	Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
	Councilmember	<input type="checkbox"/>	<input type="checkbox"/>
Forward to:	<b>Consent Agenda:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Commission/Board Review:</b>			
<b>Hearing Examiner Review:</b>			

**COUNCIL ACTION**

Workshop Date(s):

Public Hearing Date(s):

Meeting Date(s):

Tabled to Date:

**APPROVALS**

**Director:**

*JPV*

**Mayor:**

**Date Reviewed  
by City Attorney:**  
(if applicable):

**ORDINANCE NO. D14-36**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AMENDING BONNEY LAKE MUNICIPAL CODE SECTIONS 2.26.010 AND 2.26.020 REGARDING THE RULES FOR APPOINTING PLANNING COMMISSIONERS AND THE POWERS OF THE PLANNING COMMISSION.**

WHEREAS, the Bonney Lake Municipal Code currently directs the Mayor to attempt to appoint a Planning Commissioners to represent each council ward; and

WHEREAS, the Bonney Lake City Council adopted Ordinance 1383 abandoning the council wards in favor of a completely at-at large system of representation; and

WHEREAS, the City Council rules envision the adoption of bylaws by the Planning Commission, but nothing in the municipal code specifically authorizes the Planning Commission to adopt bylaws; and

WHEREAS, the textual code amendments proposed by this Ordinance adopts regulations relate to governmental procedures which is categorically exempt from review under Chapter 43.21C RCW, the State Environmental Policy Act (SEPA) pursuant to WAC 197-11-800(19) and BLMC 16.04.020; and

NOW, THEREFORE, the City Council of the City of Bonney Lake do hereby ordain as follows:

**Section 1.** BLMC 2.26.010 and the Section 4 of Ordinance 1213 is hereby amended to read as follows:

**Appointment and terms.**

- A. Pursuant to the authority conferred by the laws of the state, Chapter 35A.63 RCW, there is created a city planning commission consisting of seven members who shall be appointed by the mayor. The planning commission shall be deemed a planning agency pursuant to Chapter 35A.63 RCW.
- B. The term of office of the planning commission members shall be three years each, with initial terms staggered so that not more than three terms expire in any given year.
- C. Vacancies occurring otherwise than through the expiration of terms shall be filled for the unexpired terms. Members may be removed, after public hearing, by the mayor with the approval of the city council for inefficiency, neglect of duty or malfeasance in office. Any planning commission member's unexcused absence from three consecutive meetings shall be conclusively deemed cause for removal due to neglect of duty.
- D. Planning commission members shall be selected without respect to political affiliations. All planning commission members shall be residents of the city of Bonney Lake; provided, that one member may reside outside of the city but within its designated urban

growth area; and provided further, that one additional member may reside outside of the city if he or she owns a business located within the city.

~~E. The mayor, in appointing members to the planning commission, shall attempt to ensure that each council ward is represented by at least one planning commission member.~~

**Section 2.** BLMC 2.26.020 and the Section 2 of Ordinance 875 is hereby amended to read as follows:

**Powers and duties.**

~~The planning commission shall have such powers and shall perform such duties as are conferred upon it by ordinance. The planning commission shall hold at least 12 meetings per year. The planning commission shall be an advisory body to the city council responsible for providing advice and recommendation for Bonney Lake's future growth. Duties and powers of the planning commission shall include:~~

- A. Adoption of bylaws to govern Planning Commission meetings;
- B. Duties as conferred upon the Planning Commission by ordinance;
- C. Hold at least 12 meetings per year; and
- D. Such other and future duties as assigned by the city council.

**Section 3.** If any one or more section, subsection, or sentence of this ordinance is held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force effect

**Section 4.** This Ordinance shall take effect five (5) days after its passage, approval, and publication as required by law.

**PASSED** by the City Council and approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Neil Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kathleen Haggard, City Attorney