

CITY COUNCIL MEETING

**October 28, 2014
7:00 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.
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.

A. Flag Salute

B. Roll Call: 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.

C. Announcements, Appointments and Presentations:

1. Announcements: None.

2. Appointments: None.

3. Presentations:

p. 5 a. **Proclamation:** Veteran’s Day – November 11, 2014

p. 7 b. **Proclamation:** Community Planning Month

c. **Presentation:** 2015-2016 Preliminary Budget Summary

D. Agenda Modifications

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

p. 9 A. Public Hearings: **Public Hearing:** AB14-144 - Regarding Ordinance 1489 (AB14-127) - 120-day Extension of Temporary Moratorium for Marijuana Businesses.

B. Citizen Comments:

Citizens are encouraged to attend and participate at all Council Meetings. You may address the Mayor and City Council on matters of City business, or over which the City has authority, for up to 5 minutes. Sign-up is not required. When recognized by the Mayor, please state your name and address for the official record. Designated representatives recognized by the chair who are speaking on behalf of a group may have a total of 10 minutes to speak. Each citizen is allowed to speak only once during Citizen Comments.

C. Correspondence

III. COUNCIL COMMITTEE REPORTS:

A. Finance Committee

B. Community Development Committee

C. Economic Development Committee

- D. Public Safety Committee
- E. 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.

- p. 13 A. **Approval of Minutes:** October 7, 2014 Workshop and October 14, 2014 Meeting.
- B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable checks/vouchers #69764-69812 (including wire transfer #'s 20141001, 20141002, 20141003, 20141004, and 1006201401) in the amount of \$190,945.83.
Accounts Payable checks/vouchers #69813-69830 for utility customer refunds in the amount of \$2,002.36.
Accounts Payable checks/vouchers #69831-69832 in the amount of \$1,442.89.
Accounts Payable checks/vouchers #69833-69864 (including wire transfer #14121036) in the amount of \$371,616.67.
Voids: Check #66412 – replaced with check #69834; Check #s 61929, 62016, 62200, 62833, 63372, 63377, 63637, 64399, 64568, 64750, 64765, 64806, 65159, 65428, 65430, 65437 , 65473, 65475, 65727, 66111, 66112, 66219, 66309, 66508, 66515, and 66690 – replaced with check #69832.
- C. **Approval of Payroll:** Payroll for October 1st–15th, 2014 for checks #32031-32059 including Direct Deposits and Electronic Transfers is \$ 453,131.12.
- p. 21 D. **AB14-121 – Resolution 2415** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington Authorizing The Mayor To Sign An Interlocal Agreement With Pierce County For Certain Amendments To The Pierce County Countywide Planning Polices As Recommended By The Pierce County Regional Council.
- p. 49 E. **AB14-136 – Resolution 2424** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Purchase Of Flygt Equipment For Lift Station #17 With Whitney Equipment Company Inc.
- p. 57 F. **AB14-137 – Resolution 2425** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Renew And Sign An Interlocal Agreement With Pierce County For Emergency Management Services.
- p. 65 G. **AB14-138** – Setting a Public Hearing regarding Proposed Ordinance D14-141 – 2015-2016 Biennial Budget on November 25th.
- p. 67 H. **AB14-148 – Resolution 2426** – A Resolution Of The City Council Of The City Of Bonney Lake, Washington, Authorizing A Contract With Rh-2 Consultants, Inc. For Services To Update The Comprehensive Water System Plan.
- p. 89 I. **AB14-150** – A Motion Cancelling the November 11, 2014 Meeting, December 16, 2014 Workshop, and December 23, 2014 Meeting.

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:

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.

XI. 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**

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PROCLAMATION

WHEREAS, there are tens of millions of veterans who have taken up arms to defend and maintain the core principles of the Declaration of Independence and the United States Constitution; and

WHEREAS, the residents of Bonney Lake are deeply indebted to this nation's veterans for the protection of their most basic freedoms; and

WHEREAS, Bonney Lake has traditionally been a home to many service men and women due to its close proximity to Joint Base Lewis-McChord; and

WHEREAS, due to its pleasant and livable character, many veterans have made Bonney Lake their permanent residence; and

WHEREAS, the City of Bonney Lake has an active veteran's organization known as the Greater Bonney Lake Veteran's Memorial Committee; and

WHEREAS, the City of Bonney Lake has donated land on a heavily traveled transportation corridor for the development of a veteran's memorial; and

WHEREAS, this proclamation is consistent with the City's respect and honor for Veterans of the United States Military.

NOW, THEREFORE, I, Mayor Neil Johnson, Jr., by virtue of the authority vested in me by the City of Bonney Lake, do hereby join the nation in proclaiming

Tuesday, November 11, 2014 as

VETERANS DAY

and urge all citizens to recognize the valor and sacrifice of our service veterans.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Bonney Lake to be affixed this 28th day of October, 2014.

Neil Johnson, Jr., Mayor

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COMMUNITY PLANNING MONTH PROCLAMATION

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October is designated as National Community Planning Month throughout the United States of America and its territories; and

WHEREAS, The American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our settlements and environment; and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commissions and other citizen planners who have contributed their time and expertise to the improvement of the City of Bonney Lake; and

WHEREAS, we recognize the many valuable contributions made by professional community and regional planners of the City of Bonney Lake and extend our heartfelt thanks for the continued commitment to public service by these professionals;

NOW, THEREFORE, BE IT RESOLVED THAT the month of October 2014 is hereby designated as

Community Planning Month

in the City of Bonney Lake in conjunction with the celebration of National Community Planning Month.

Adopted this 28th day of October, 2014.

Neil Johnson, Jr., Mayor

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

Department/Staff Contact: Executive / Don Morrison	Meeting/Workshop Date: 28 October 2014	Agenda Bill Number: AB14-144	
Agenda Item Type: Public Hearing	Ordinance/Resolution Number: NA: Hearing on Ord 1489	Councilmember Sponsors: Watson, Lewis	
Agenda Subject: Public Hearing on the Council's adoption of Ordinance No. 1489 which extended a Temporary Moratorium for Marijuana Businesses			
Full Title/Motion: NA			
<p>Administrative Recommendation: Retain the existing moratorium enacted September 23, 2014 until the Planning Commission and Council can complete their respective reviews and deliberations.</p> <p>Background Summary: In November 2012 the voters of the State of Washington approved Initiative 502, The Washington State Liquor Control Board has developed and implemented regulations governing the licensing and operation of recreational marijuana producers, processors, and retailers and has begun accepting application for licenses. The City Council established a six-month moratorium under Ordinance 1469 and extended it for an additional period under Ordinances 1468 and 1469. On September 9, 2014, the Planning Commission made its preliminary recommendations for the regulation of licensed marijuana businesses through zoning and other land use controls to the City Council. The City Council required additional time to consider the Planning Commission's recommendations and submit zoning and development regulations related to the production, processing, and retail sales of marijuana to the Department of Commerce for review. Council adopted Ordinance 1489 extending the temporary moratorium previously established for an additional 120 days. This hearing is to determine if the moratorium should continue as enacted. If the Council determines to continue the moratorium, not additional action is required.</p> <p>Attachments: Ordinance 1489</p>			
BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Budget Explanation: N/A			
COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:		<i>Approvals:</i>	Yes No
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:		Consent Agenda:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Commission/Board Review:			
Hearing Examiner Review:			
COUNCIL ACTION			
Workshop Date(s):	10/15/2013, 4/1/2014, 9-16-14	Public Hearing Date(s):	11/12/13, 11/28/14
Meeting Date(s):	10/22/2013,	Tabled to Date:	
APPROVALS			
Director: <i>Don Morrison</i>	Mayor:	Date Reviewed by City Attorney: (if applicable):	

ORDINANCE NO. 1489

AN ORDINANCE OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, EXTENDING THE MORATORIUM ENACTED UNDER ORDINANCE NOS. 1468, 1469, AND 1481, PROHIBITING THE PRODUCTION, PROCESSING, AND RETAIL SALES OF MARIJUANA AND PROHIBITING THE GRANTING OF ANY CITY LICENSE OR PERMIT RELATED TO SUCH ACTIVITIES.

WHEREAS, on October 22, 2013, the City Council of the City of Bonney Lake enacted Ordinance No. 1468, which established a temporary moratorium on the production, processing, and retail sales of marijuana and the granting of any city license or permit related to such activities; and

WHEREAS, the City Council held a public hearing on the moratorium at the November 12, 2013 regular meeting, and discussed the testimony given in the public hearing at the November 19, 2013 workshop; and

WHEREAS, on November 26, 2013, the City Council enacted Ordinance No. 1469, which revised and clarified the moratorium; and

WHEREAS, on April 8, 2014, the City Council enacted ordinance No. 1481, which extended the temporary moratorium established by Ordinance Nos. 1468 and 1469 by six months, and established a work plan for the City of Bonney Lake Planning Commission to study, develop, and propose appropriate regulations for licensed marijuana businesses to the City Council; and

WHEREAS, the City Council held a public hearing on the moratorium extension at the May 13, 2014 regular meeting, and discussed the testimony given in the public hearing at the May 20, 2014 workshop; and

WHEREAS, on September 9, 2014, the Planning Commission made its recommendations for the regulation of licensed marijuana businesses through zoning and other land use controls to the City Council; and

WHEREAS, pursuant to RCW 36.70A.106, the City Council is required to submit zoning and development regulations to the Washington State Department of Commerce for review at least sixty (60) days prior to final adoption; and

WHEREAS, the moratorium established by Ordinance Nos. 1468, 1469, and 1481 will expire on October 13, 2014 if it is not extended; and

WHEREAS, the City Council requires additional time to consider the Planning Commission's recommendations and submit zoning and development regulations related to the production, processing, and retail sales of marijuana to the Department of Commerce for review; and

WHEREAS, notwithstanding the State's legalization of marijuana, local governments retain authority over zoning and development regulations within their jurisdictions.

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

Section 1. Findings of Fact. The City Council reaffirms and incorporates by reference the Findings of Fact adopted in Ordinance Nos. 1468, as revised by Ordinance No. 1469. In addition, the City Council finds that additional time is needed for the City Council to consider the Planning Commission's recommendations regarding the regulation of licensed marijuana businesses and for State review of the proposed regulations.

Section 2. Moratorium Extended.

A. The moratorium prohibiting the production, processing, and/or retail sale of marijuana and marijuana-infused substances by state-licensed individuals or businesses within all zoning districts in the City of Bonney Lake shall be extended for a period of one hundred twenty (120) days.

B. The moratorium on the issuance of any City building permit, development permit, business license, or any other permit or license to any state-licensed individual or business that seeks to produce, process, and/or sell marijuana or marijuana-infused products in the City of Bonney Lake shall be extended for a period of one hundred twenty (120) days.

Section 3. Term of Moratorium extension. The moratorium established by this ordinance shall be in effect for one hundred twenty (120) days from the effective date of this Ordinance, unless repealed, extended, or modified by the City Council after a public hearing and the entry of appropriate findings of fact as required by RCW 35A.63.220.

Section 4. Public Hearing. A public hearing on the moratorium extension shall be held at the regular City Council meeting on October 28, 2014.

Section 5. Effective Date. The moratorium established by this ordinance shall take effect five days after passage and publication as required by law.

PASSED BY THE CITY COUNCIL this 23rd day of September, 2014.

Neil Johnson, Jr., Mayor

AUTHENTICATED:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney

CITY COUNCIL WORKSHOP

**October 7, 2014
5:30 P.M.**

MINUTES



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Location: 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, Councilmember Tom Watson, and Councilmember James Rackley. Councilmember Katrina Minton-Davis was absent.

**Councilmember McKibbin moved to excuse Councilmember Minton-Davis.
Councilmember Watson seconded.**

Motion approved 6 - 0.

Staff members in attendance were City Administrator Don Morrison, Assistant Chief of Police Kurt Alfano, Chief Financial Officer Cherie Gibson, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Senior Planner Jason Sullivan, City Attorney Kathleen Haggard, Administrative Services Director/City Clerk Harwood Edvalson, and Administrative Specialist II Renee Cameron.

The Council, Mayor and staff entered into a Closed Session prior to the presentation of the Agenda Items, due to the fact that the Sumner School District Representatives advised that they would be arriving late to the Workshop for the presentation. The Closed Session occurred prior to the Agenda Items.

III. CLOSED SESSION: Pursuant to RCW 42.30.140(4)(b), the Council adjourned, by consensus, to a Closed Session at 5:32 p.m. for 20 minutes to discuss labor negotiations. At 6:00 p.m. the Closed Session was extended for an additional 5 minutes. The Council returned to chambers at 6:10 p.m. No action was taken.

IV. AGENDA ITEMS:

A. Presentation: Sumner School District - Park & Rec Program and the Interlocal Agreement.

Tim Thomsen, Sumner School District Recreation Director, and Rich Hanson, Manager of the Sumner School District Recreation Department presented a PowerPoint presentation of the Sumner School District’s Parks and Recreation Department and spoke regarding the Interlocal Agreement between the City of Bonney Lake, City of Sumner and the Sumner School District. He would like the School District to continue to work and collaborate with the City for the needs of the community. Mayor Johnson provided clarification of the School District’s use, per the Interlocal Agreement, of the fields at Allan Yorke Park and other City parks. Mr. Thomsen said the District would also be interested in expanding any branches available for use of other park facilities located within the City of Bonney Lake.

City Administrator Morrison asked about any concerns of the District's Superintendent or the Board, and Mr. Thomsen advised that the Board and Dr. Johnson are pleased with the programs the recreation department is providing. Council and Mr. Thomsen and Mr. Hanson had discussion about the YMCA project, other City parks, funding, the needs of the community, and assistance the City could provide. No action was taken on this item as it was for information purposes only.

B. Council Open Discussion.

Communities for Families Meeting. Councilmember Watson said he attending the Communities for Families Meeting on October 2nd where a Good Samaritan Behavioral Health speaker directed a fun experience with two big balls of yarn to show understanding of those in attendance how everyone intertwined to assist in helping those in need.

Sumner Liquor Store Compliance Check. Councilmember Watson said Sumner Police Department did a liquor store compliance check with all of their liquor stores and they had 100% compliance and all of the stores received an award.

National Substance Abuse Prevention Month - October. Councilmember Watson advised that October is National Substance Abuse Prevention Month, so wanted to make everyone aware of that.

Homeless Families. Councilmember Watson said there are currently 110-120 families in the Bonney Lake area that are homeless. Some local churches were able to help a local family secure a mobile home to move into with assistance in dropping the price to be able to make it work for the family.

Take the Plunge – Exodus House. Councilmember Watson said with Lake Tapps being drained early, the Exodus House will not be holding the Take the Plunge Against Domestic Violence event in 2014. However, Exodus House is asking the Mayor, Council, and City Directors to instead make a \$20.00 contribution this year.

Sumner High School Community Event Dinner. Councilmember Watson said the Sumner High School is having a community event dinner on December 13th at the main gym to help out for the holidays and food.

Sumner/Bonney Lake Drugs Free Coalition Meeting. Councilmember Watson said the Sumner and Bonney Lake Drugs Free Coalition is meeting October 13th at 1:30

Prairie Ridge Families. Prairie Ridge is having a lot of activities happening. He said there are approximately 150 families a week coming to get food out in the Prairie Ridge area and the local churches and local groups are assisting weekly for those in need.

Public Works Staff for Parks Related Activities/Maintenance. Councilmember Watson expressed concern about the need for additional staff to assist with parks maintenance during parks related activities and would like to consider adding to the budget for additional staff. Mayor Johnson commented on his concerns and the need for funding of an additional full-time position.

Midtown Park Development. Councilmember Watson spoke moving forward with a plan, as they discussed at the retreat, regarding a pavilion at Midtown Park/WSU Forest for

gatherings, weddings, school activities which would include a road and parking lot. Mayor Johnson said he recalls that Council has also discussed a plan for the WSU Forest/Midtown Park and Allan Yorke Park. He believes the budget needs to include a plan to have it going and can then include appropriate staffing to incorporate the entire plan. He said the City and Council have to be smart about the capital improvement projects they wish to move forward with.

Park Commission – City Arborist. Councilmember Hamilton spoke regarding establishment of the Park Commission and their discussion regarding trees located on public lands. He spoke about how the Park Commission can work with the City’s Park staff/arborist. He said the City of Bonney Lake is a Tree City USA and he would like to see the City arborist speak with and work with the Park Commission to work on a Forest Program for the City.

Milotte Wildlife Film Festival. Councilmember Hamilton reminded Council of the Annual Milotte Wildlife Film Festival to be held on Saturday, October 18th, at the Justice & Municipal Center. ‘Waterbirds’ and ‘Chimpanzee’ will be the films shown this year, and Bill Waller from the Jane Goodall Institute will be making a presentation, and he said the Audubon Society will also be in attendance. He invited everyone to attend.

White River’s Communities Families First Coalition. Councilmember Lewis said the White River’s Families First Coalition met on September 22nd at the Buckley Fire Station, which also focused on the homeless population in the Buckley, Carbonado, and plateau areas. He said the next meeting will be October 27th.

School Crossing Crosswalk. Councilmember Lewis spoke regarding the cross walks in his neighborhood and is pleased to see the new solar-powered crosswalk signs in front of Bonney Lake High School, which will provide a much safer area for the students traveling to and from school.

Parks Improvements. Deputy Mayor Swatman said he supports Councilmember Watson’s concerns with parks improvements to Midtown Park/WSU and other parks and hopes to have a plan come forward to get it off the ground. He believes funding is available to do some projects.

186th Corridor Road Improvements. Deputy Swatman spoke regarding the project to extend 186th out to Veterans Memorial Drive. City Administrator Morrison spoke regarding the additional costs to proceed with those improvements. Councilmember Lewis agreed that it should be done now.

Raymond Public Access Easement. Deputy Swatman spoke regarding the Raymond property and the private property and easement. City Administrator Morrison advised that he and the City Attorney prepared a draft letter and response to the Raymond’s attorney and will advise the Council as to the response to the Raymond’s attorney. There was discussion among the Council, Mayor, and City Administrator regarding the Raymond Public Access Easement and whether the issue at hand is now between two private property owners. There was discussion regarding the intent of the City of what they envisioned tying it in with the Fennel Creek Trail. Mayor Johnson said discussion is good and a solution will need to be resolved as is appropriate for the City and the property owners.

- C. **Review of Draft Council Minutes: September 16, 2014 Council Workshop and September 23, 2014 Council Meeting.**

The minutes were approved with minor corrections and forwarded to the October 14, 2014 Meeting for action.

- D. **Discussion:** AB14-103 – Resolution 2404 – Comprehensive Plan Update – Community Character Element (Land Use, Community Character and Housing).

Senior Planner Jason Sullivan summarized the Agenda Bill for this item, as well as the Administrative Briefing Memo as contained in the agenda packet. Councilmember McKibbin addressed some corrections he would like clarified in the update. Mr. Sullivan clarified the City’s strategy for defining areas as “centers,” and the purpose for it in anticipation of future grants through the Puget Sound Regional Council. Deputy Mayor Swatman commented about some of his concerns if and when the City annexes that area and not rezone it for residential purposes. Mr. Sullivan addressed Deputy Mayor Swatman’s concerns about protecting agricultural lands and the County’s TDR program. Deputy Mayor Swatman questioned the purpose of the primary and secondary gateways of the City and how they were designated. This item was forwarded to the October 14, 2014 Meeting for a Full Council Issue discussion and then action.

V. **ADJOURNMENT:**

At 7:25 p.m., Councilmember Watson moved to adjourn the Council Workshop. Councilmember Lewis seconded the motion.

Motion to adjourn approved 6 - 0.

Harwood Edvalson, MMC
City Clerk

Neil Johnson, Jr.
Mayor

Items presented to Council at the October 7, 2014 Workshop:

- Tim Thomsen, Parks and Recreation Director, Sumner School District – *PowerPoint Presentation.*

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

October 14, 2014
7:00 P.M.

MINUTES



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

I. CALL TO ORDER – Mayor Neil Johnson, Jr. called the meeting to order at 7:00 p.m.

- A. Flag Salute: Mayor Johnson led the audience in the Pledge of Allegiance.
- B. 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, Councilmember Katrina Minton-Davis, Councilmember James Rackley, and Councilmember Tom Watson.

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Chief Financial Officer Cherie Gibson, Police Chief Dana Powers, Administrative Services Director/City Clerk Harwood Edvalson, City Attorney Jay Schulkin, Records & Information Specialist Susan Haigh, and Senior Planner Jason Sullivan.

C. Announcements, Appointments and Presentations:

1. Announcements:

Mayor Johnson said that the City was notified that Accountant Terrina Marchant received her 10-year Professional Financial Officer award. He congratulated her on the accomplishment, and said it is important for staff to have training and recognition.

2. Appointments: None.

3. Presentations:

a. **Proclamation:** Domestic Violence Awareness Month – October 2014.

Mayor Johnson read the proclamation aloud and invited Joe O’Neil, Executive Director for Exodus Housing, to speak. Mr. O’Neil said it is the 20th anniversary for Exodus Housing, and explained their programs and services for families in the area. He encouraged citizens to support local nonprofits and thanked the City for their support of DV awareness. He noted the “Take the Plunge” event was cancelled in 2014 due to Lake Tapps being drained very low this year.

D. Agenda Modifications:

Deputy Mayor Swatman moved to add item AB-123 – Resolution 2416 – A Resolution Of The City Council Of The City Of The Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Professional Services Agreement With Summit Law Group For Labor Relations Services, to the agenda as Full Council Issues, Item D. Councilmember Lewis seconded the motion.

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

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

III. COUNCIL COMMITTEE REPORTS:

- A. Finance Committee/Committee of the Whole: Deputy Mayor Swatman said the Committee met as the Committee of the Whole 5:30 p.m. earlier in the evening and discussed personnel updates; the City's official newspaper (forwarded for action); an Emergency Medical Services (EMS) agreement with Pierce County (forwarded for action); setting the Public Hearing for the Ad Valorem property tax levy (on the current agenda for action); an ordinance for non-represented staff salaries; and an agreement for labor relations services (added to the current agenda for action).
- B. Community Development Committee: Councilmember Lewis said the Committee met on October 7, 2014 and discussed speed limit signs at Bonney Lake High School; flashing crosswalk signs; and parking and access issues at the Fennel Creek trail head. The Committee forwarded proposed Ordinance D13-141 to the current agenda for action.
- C. Economic Development Committee: Councilmember Minton-Davis said the Committee met earlier in the afternoon and heard a presentation of the BlueBeam program by the Building Inspector, and previewed the 3rd quarter report from staff. She said these items will be presented to the full Council at the next 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**: September 16, 2014 Workshop and September 23, 2014 Meeting.
- B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers**: Accounts Payable checks/vouchers #69625-69659 (including wire transfer #20140907) in the amount of \$82,052.98.
Accounts Payable check/voucher #69660 for utility customer refund in the amount of \$122.22.
Accounts Payable checks/vouchers #69661-69700 (including wire transfer #'s 20140908, 20140909, and 2014091701) in the amount of \$293,941.20.
Accounts Payable checks/vouchers #69701-69729 for utility customer refunds in the amount of \$2464.83.
Accounts Payable check/voucher #69730 in the amount of \$66,368.43.
Accounts Payable checks/voucher #69731-69758 in the amount of \$591,419.28.
Accounts Payable check/voucher #69759 for AR deposit refund in the amount of \$471.04.
Accounts Payable checks/voucher #69760-69763 in the amount of \$4,331.72.
Voids: Check #64961 – replaced with check #69628. Check #66129 – replaced with check

#69628. Check #66947 – replaced with check #69628. Check #66485 – replaced with check #69656. Check #69551 – replaced with check #69713. Check #68941 – replaced with check #69675.

- C. **Approval of Payroll:** Payroll for September 1st–15th, 2014 for checks #31983-32006 including Direct Deposits and Electronic Transfers is \$ 502,000.09.
Payroll for September 16th-30th, 2014 for checks # 32007-32037 including Direct Deposits and Electronic Transfers is \$ 756,980.73.

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:**

- A. **AB14-131 – Ordinance 1493 [D14-131]** – An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Amending Section 3.68.010, 13.04.091, And 13.12.100 Of The Bonney Lake Municipal Code, Relating To Civil Infrastructure Permits And Fees.

Councilmember Watson moved to approve Ordinance 1493. Councilmember Lewis seconded the motion.

Ordinance 1493 [D14-131] approved 7 – 0.

- B. **AB14-103 – Resolution 2404** – A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Expressing The Intent To Adopt A Community Development Element.

Councilmember Watson moved to approve Resolution 2404. Councilmember Lewis seconded the motion.

Deputy Mayor Swatman recognized staff members and Planning Commissioners for their work developing this element of the Comprehensive Plan. Mayor Johnson thanked Senior Planner Sullivan for his efforts. Councilmember Rackley said he didn't think it could be done in the time frame, and congratulated Mr. Sullivan.

Resolution 2404 approved 7 – 0.

- C. **AB14-139** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Setting A Public Hearing At 5:30 P.M., Or As Soon Thereafter As Possible, During The Regular Council Workshop Of November 4, 2014 To Consider

Revenue Sources And Possible Property Tax Increases Before Setting The Ad Valorem Property Tax Rate For 2015 (Proposed Ordinance D14-142).

Councilmember Watson moved to approve motion AB14-139. Councilmember Rackley seconded the motion.

Deputy Mayor Swatman explained that the proposed ordinance is the property tax levy for 2015, and the hearing gives the public a chance to speak on the issue of property tax rates.

Motion AB14-139 approved 7 – 0.

- D. AB14-123 – Resolution 2416 – A Resolution of The City Council Of The City Of Bonney Lake, Authorizing The Mayor To Sign A Professional Services Agreement With Summit Law Group For Labor Relations Services. *Added to the agenda by Agenda Modifications.*

Councilmember Watson moved to approve Resolution 2416. Councilmember Rackley seconded the motion.

Deputy Mayor Swatman said he fully supports this agreement to provide valuable resources during negotiations. Mayor Johnson thanked Human Resources Manager Jenna Richardson for her work putting this agreement together for negotiations this year and in the future.

Resolution 2416 approved 7 – 0.

X. EXECUTIVE SESSION: None.

XI. ADJOURNMENT:

At 7:15 p.m., Councilmember Lewis moved to adjourn the Council Meeting. Councilmember Watson seconded the motion.

Motion to adjourn approved 7 – 0.

Harwood Edvalson, MMC
City Clerk

Neil Johnson, Jr.
Mayor

Items presented to Council at the October 14, 2014 Meeting:

- Human Resources Manager Jenna Richardson, City of Bonney Lake – *AB14-123 – Resolution 2416 - Authorizing The Mayor To Sign A Professional Services Agreement With Summit Law Group For Labor Relations Services.*

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)

Department/Staff Contact: Community Development/ Jason Sullivan – Senior Planner	Meeting/Workshop Date: October 28, 2014	Agenda Bill Number: AB14-121
Agenda Item Type: Resolution	Ordinance/Resolution Number: 2415	Councilmember Sponsor: Donn Lewis

Agenda Subject: CPP Amendments Related to Potential Annexation Areas

Full Title/Motion: A resolution of the City Council of the City of Bonney Lake, Pierce County, Washington authorizing the mayor to sign an interlocal agreement with Pierce County for certain amendments to the Pierce County Countywide Planning Polices as recommended by the Pierce County Regional Council.

Administrative Recommendation:

Background Summary: The proposed amendments to the Countywide Planning Policies (CPPs) would replace the County’s current designating of “urban service areas” with Potential Annexation Areas to identify areas within the urban growth area that could be annexed by a city or town in Pierce County. The amendments encourage a more coordinated strategy to facilitate the annexation of areas within designated urban growth areas. These amendment has been approved by the Pierce County Council following approval recommendations from both the Pierce County Regional Council (PCRC) and the Growth Management Coordinating Committee (GMCC). In order for this amendment to the CPP to become effective it must be ratified by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total population by either executing an inter-local agreement or by taking no legislative action to disapprove the proposed amendment by December 21, 2014.

Attachments: Resolution 2415, City Administration Briefing Memo, and Planning Commission

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Budget Explanation:			

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	<i>Approvals:</i>		Yes No
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:		Consent Agenda:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Commission/Board Review:	Planning Commission		
Hearing Examiner Review:			

COUNCIL ACTION	
Workshop Date(s): October 21, 2044	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

APPROVALS		
Director: <i>John P. Vodovich, AICP</i>	Mayor:	Date Reviewed by City Attorney: (if applicable):

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RESOLUTION NO. 2415

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE,
PIERCE COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO SIGN AN
INTERLOCAL AGREEMENT WITH PIERCE COUNTY FOR CERTAIN
AMENDMENTS TO THE PIERCE COUNTY COUNTYWIDE PLANNING POLICES
AS RECOMMENDED BY THE PIERCE COUNTY REGIONAL COUNCIL**

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

PASSED by the City Council this _____ day of _____ 2014.

Mayor Neil Johnson, Jr.

AUTHENTICATED:

Harwood T. Edvalson, MMC
City Clerk

APPROVED AS TO FORM:

Kathleen J. Haggard, City Attorney

RESOLUTION 2415

EXHIBIT A

INTERLOCAL AGREEMENT

AMENDMENTS TO THE PIERCE COUNTY

COUNTYWIDE PLANNING POLICIES

This agreement is entered into by and among the cities and towns of Pierce County and Pierce County. This agreement is made pursuant to the provisions of the Interlocal Cooperation Act of 1967, Chapter 39.34 RCW. This agreement has been authorized by the legislative body of each jurisdiction pursuant to formal action and evidenced by execution of the signature page of this agreement.

BACKGROUND:

- A. The Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County. The organization is charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (Chapter 36.70A RCW) and the Regional Transportation Planning Organization (Chapter 47.80 RCW), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies.
- B. The Pierce County Countywide Planning Policies provide for amendments to be adopted through amendment of the original interlocal agreement, or by a new interlocal agreement. The Pierce County Countywide Planning Policies may be amended upon the adoption of amendments by the Pierce County Council and ratification by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total Pierce County population as designated by the State Office of Financial Management at the time of the proposed ratification.
- C. A demonstration of ratification shall be by execution of an interlocal agreement or the absence of a legislative action to disapprove a proposed amendment.
- D. A jurisdiction shall be deemed as casting an affirmative vote if it has not taken legislative action to disapprove a proposed amendment within 180 days from the date the Pierce County Council formally authorizes the Pierce County Executive to enter into an interlocal agreement.
- E. The Pierce County Regional Council formally authorized the Pierce County Executive to enter into an interlocal agreement on June 24, 2014.

- F. The amendment incorporates new policies that set criteria and a process for the formal recognition of areas that serve as important centers within Pierce County communities. This formal recognition may be used in future countywide project evaluations.
- G. The Pierce County Regional Council recommended adoption of the proposed amendment on October 17, 2013.

PURPOSE:

This agreement is entered into by the cities and towns of Pierce County and Pierce County for the purpose of ratifying and approving the attached amendment to the Pierce County Countywide Planning Policies (Exhibit A).

DURATION:

This agreement shall become effective upon execution by 60 percent of the jurisdictions in Pierce County, representing 75 percent of the total Pierce County population as designated by the State Office of Financial Management at the time of the proposed ratification. This agreement will remain in effect until subsequently amended or repealed as provided by the Pierce County Countywide Planning Policies.

SEVERABILITY:

If any of the provisions of this agreement are held illegal, invalid, or unenforceable, the remaining provisions shall remain in full force and effect.

FILING:

A copy of this agreement shall be filed with the Secretary of State, Washington Department of Commerce, the Pierce County Auditor, and each city and town clerk.

IN WITNESS WHEREOF, this agreement has been executed by each member jurisdiction as evidenced by the signature page affixed to this agreement.

INTERLOCAL AGREEMENT

AMENDMENTS TO THE PIERCE COUNTY

COUNTYWIDE PLANNING POLICIES

Signature Page

The legislative body of the undersigned jurisdiction has authorized execution of the Interlocal Agreement, Amendments to the Pierce County Countywide Planning Policies.

IN WITNESS WHEREOF

This agreement has been executed by City of Bonney Lake

BY: _____
Mayor Neil Johnson, Jr.

DATE: _____

Approved as to Form:

BY: _____
Kathleen J. Haggard, City Attorney

Approved:

BY: _____
(Pierce County Executive)

EXHIBIT A

Proposed Amendment
to the
Pierce County Countywide Planning
Addressing

Potential Annexation Areas
And Annexation

**COUNTYWIDE PLANNING POLICY ON URBAN GROWTH AREAS,
PROMOTION OF CONTIGUOUS AND ORDERLY DEVELOPMENT
AND PROVISION OF URBAN SERVICES TO SUCH DEVELOPMENT**

Background - Requirements of Growth Management Act

The Washington State Growth Management Act has as planning goals the encouragement of development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner [RCW 36.70A.020(1)], the reduction of sprawl (i.e., the inappropriate or premature conversion of undeveloped land into low-density development) [RCW 36.70A.020(2)], and the provision of adequate public facilities and services necessary to support urban development at the time the development is available for occupancy and use (without decreasing current service levels below locally established minimum standards) [RCW 36.70A.020(12)] as planning goals.

The Growth Management Act further requires (1) that the County designate an "urban growth area" (UGA) or areas within which urban growth shall be encouraged and outside of which growth shall occur only if it is not "urban" in character; (2) that each municipality in the County be included within an UGA; (3) that an UGA include territory outside of existing municipal boundaries only if such territory is characterized by urban growth or is adjacent to territory that is already characterized by urban growth. [RCW 36.70A.110(1); for definition of "urban growth" see RCW 36.70A.030(17).]

The designated UGAs shall be of adequate size and appropriate permissible densities so as to accommodate the urban growth that is projected by the State Office of Financial Management to occur in the County for the succeeding 20-year period. While each UGA shall permit urban densities, it shall also include greenbelt and open space areas [RCW 36.70A.110(2)].

As to the timing and sequencing of urban growth and development over the 20-year planning period, urban growth shall occur first in areas already characterized by urban growth that have existing public facility and service capacities to service such development, second in areas already characterized by urban growth that will be served by a combination of both existing public facilities and services and any additional needed public facilities and services that are provided by either public or private sources [RCW 36.70A.110(3)]. Urban government services shall be provided primarily by cities, and it is not appropriate that urban governmental services be extended to or expanded in rural areas except in those limited circumstances shown to be necessary to protect basic public health and safety and environment, and when such services are financially supportable at rural densities and do not permit urban development [RCW 36.70A.110(4)].

The Growth Management Act Amendments expressly require that countywide planning policies address the implementation of UGA designations [RCW 36.70A.210(3)(a)], the promotion of contiguous and orderly development, the provision of urban services to such development [RCW

36.70A.210(3)(b)], and the coordination of joint county and municipal planning within UGAs [RCW 36.70A.210(3)(f)].

VISION 2040 Multicounty Planning Policies (MPPs)

VISION 2040 calls for a more efficient, sustainable, and strategic use of the region's land. It identifies urban lands as a critical component to accommodate population and employment growth in a sustainable way. VISION 2040 calls for directing development to the region's existing urban lands, especially in centers and compact communities, and limiting growth on rural lands. The Regional Growth Strategy found in VISION 2040 allocates 93 percent of the region's future population growth and 97 percent of its employment growth into the existing urban growth area. Cities are divided into four distinct groups: Metropolitan Cities, Core Cities, Large Cities, and Small Cities. An additional geography is Unincorporated Urban Growth Areas. VISION 2040 recognizes that unincorporated urban lands are often similar in character to cities they are adjacent to, calling for them to be affiliated with adjacent cities for joint planning purposes and future annexation.

VISION 2040 recognizes that compact development creates vibrant, livable, and healthy urban communities that offer economic opportunities for all, provide housing and transportation choices, and use our resources wisely. The Multicounty Planning Policies support the effective use of urban land and include provisions that address brownfield and contaminated site clean-up, the development of compact communities and centers with pedestrian-friendly, transit-oriented locations and a mix of residences, jobs, retail, and other amenities, and the siting of facilities and major public amenities in compact urban communities and centers.

VISION 2040 recognizes that centers provide easy access to jobs, services, shopping, and entertainment. With their mix of uses and pedestrian-friendly design, they can rely less on forms of transportation that contribute to air pollution and greenhouse gas emissions. VISION 2040 identifies 27 regional growth centers. These places play an important role as locations of the region's most significant business, governmental, and cultural facilities. The 18 cities that have one or more regional growth centers are expected to accommodate a significant portion of the region's residential growth (53 percent) and employment growth (71 percent).

VISION 2040 calls for local jurisdictions with regional growth centers to adopt housing and employment targets for each center. Eight regional manufacturing/industrial centers have also been designated. These are locations for more intensive commercial and industrial activity. Both regional growth centers and regional manufacturing/industrial centers are focal points for economic development and transportation infrastructure investments. Subregional centers, including downtowns in suburban cities and other neighborhood centers, also play an important role in VISION 2040's Regional Growth Strategy. These, too, are strategic locations for concentrating jobs, housing, shopping, and recreational opportunities. VISION 2040 calls for each of the region's cities to develop

one or more central places as compact mixed-use hubs for concentrating residences, jobs, shops, and community facilities.

Urban services addressed in VISION 2040 include wastewater and stormwater systems, solid waste, energy, telecommunications, emergency services, and water supply. An overarching goal of VISION 2040 is to provide sufficient and efficient public services and facilities in a manner that is healthy, safe, and economically viable. Conservation is a major theme throughout VISION 2040. The Multicounty Planning Policies address increasing recycling and reducing waste and encouraging more efficient use of water, low-impact development techniques, and renewable and alternative energy. The Multicounty Planning Policies also address siting of public facilities and the appropriateness and scale of particular public services.

VISION 2040 calls for jurisdictions to invest in facilities and amenities that serve centers and restrict urban facilities in rural and resource areas. The Multicounty Planning Policies also discourage schools and other institutions serving urban residents from locating outside the urban growth area.

Principles of Understanding Between Pierce County and the Municipalities in Pierce County

While following the goals and regulations of the Growth Management Act, Pierce County and the municipalities in Pierce County will strive to protect the individual identities and spirit of each of our cities and of the rural areas and unincorporated communities.

Further agreements will be necessary to carry out the framework of joint planning adopted herein. These agreements will be between the County and each city and between the various cities.

The services provided within our communities by special purpose districts are of vital importance to our citizens. Consistent with the adopted regional strategy, these districts will be part of future individual and group negotiations under the framework adopted by the County and municipal governments.

While the Growth Management Act defines sewer service as an urban service, Pierce County currently is a major provider of both sewer transmission and treatment services. The County and municipalities recognize that it is appropriate for the County and municipalities to continue to provide sewer transmission and treatment services.

The County recognizes that unincorporated lands within UGAs are often Potential Annexation Areas for cities. Although annexation is preferred, these are also areas where incorporation of new cities could occur. The County will work with existing municipalities and emerging communities to make such transitions efficiently. The identification of "Potential Annexation Areas" (PAAs) is intended to serve as the foundation for future strategies to annex areas within the urban growth area. A Potential Annexation Area refers to an unincorporated area within the designated urban growth area which a

city or town has identified as being appropriate for annexation at some point in the future. A Potential Annexation Area designation does not obligate a jurisdiction to annex an area within a defined timeline. It is the County's authority, in consultation with cities and towns, to adopt the urban growth area(s), and identify individual Potential Annexation Areas.

In order to promote logical, orderly, and systematic annexations of the urban growth area(s), the County in partnership with cities and towns, should establish joint planning agreements and annexation plans prior to expanding or adding to existing PAAs. Creation of new PAAs prior to the annexation of existing PAAs may directly impact Pierce County government and its service obligations, and may undermine the transition of existing unincorporated lands into cities and towns.

The County encourages cities and towns to annex land within its respective PAAs. The County recognizes cities and towns may not have a financial incentive to annex areas that will require more expenditures than the revenue produced through property or sales tax. Jurisdictions need to be creative in identifying potential financial incentives, in addition to establishing partnerships to overcome the financial obstacles. As a means to allocate resources, the County should prioritize the PAAs, with the highest being unincorporated "islands" between cities and towns. Pierce County shall support future annexations for areas in which a joint planning agreement exists between the County and appropriate city or town.

At the same time, annexations and incorporations have direct and significant impacts on the revenue of County government, and therefore, may affect the ability of the County to fulfill its role as a provider of certain regional services. The municipalities will work closely with the County to develop appropriate revenue sharing and contractual services arrangements that facilitate the goals of GMA.

The Countywide Planning Policies are intended to be the consistent "theme" of growth management planning among the County and municipalities. The policies also spell out processes and mechanisms designed to foster open communication and feedback among the jurisdictions. The County, and the cities and towns, will adhere to the processes and mechanisms provided in the policies.

Growth Targets

The Regional Growth Strategy set forth in VISION 2040 provides guidance for the distribution of future population and employment growth through the year 2040 within the Central Puget Sound Region. This strategy, in combination with the Office of Financial Management's population forecasts, provides a framework for establishing growth targets consistent with the requirements of the Growth Management Act. Consistent with VISION 2040, these growth targets are the minimum number of residents, housing units, or jobs a given jurisdiction is planning to accommodate within the appropriate planning horizon and are informational tools integrated into local land use plans to assist in formulating future residential and employment land needs. These targets are to be developed

through a collaborative countywide process that ensures all jurisdictions are accommodating a fair share of growth.

Achievement of the future envisioned by VISION 2040 will be challenging. Jurisdictions in some regional geographies will likely be planning for growth targets that are above or below the policy direction set by the Regional Growth Strategy because they are on a front- or back-loaded growth trajectory toward 2040. In other regional geographies, recent growth has been at such significant odds with the policy direction set by the Regional Growth Strategy (such as recent growth in unincorporated urban Pierce County from 2000 to 2007 has already accounted for more than half of the 40-year growth allocation), that the 2040 goal will likely be exceeded. In such cases, jurisdictions are asked to set growth targets as close to VISION 2040 as reasonably possible in an effort to “bend the trend” of future growth to more closely conform to the Regional Growth Strategy. If a jurisdiction’s adopted target is lower or higher than expected from a straight-line application of the Regional Growth Strategy, certification by the Puget Sound Regional Council (PSRC) will be based on the actions and measures taken or proposed to be put in place to bend the trend, not just on an assessment of the adopted targets.

It is recognized that some of the urban growth areas in existence prior to the adoption of VISION 2040 may contain more potential housing and employment capacity based upon zoning, allowed density, land division patterns, and other factors than is needed to accommodate the growth target of the associated geography. In many cases, these urban growth areas have been in existence for a decade or more, contain existing development patterns, which are urban in character, and are served by sanitary sewer and other urban infrastructure. These areas are largely expected to remain within the urban growth area consistent with their urban character. Expansion of the urban growth area boundaries that do not comply with provisions in the Amendments and Transition section of these policies is acknowledged to be inconsistent with CPPs and is strongly discouraged.

Centers

Centers are to be areas of concentrated employment and/or housing within UGAs which serve as the hubs of transit and transportation systems. Centers and connecting corridors are integral to creating compact urban development that conserves resources and creates additional transportation, housing, and shopping choices. Centers are an important part of the regional strategy (VISION 2040) for urban growth and are required to be addressed in the Countywide Planning Policies. Centers will become focal points for growth within the County's UGA and will be areas where public investment is directed.

Centers are to:

- be priority locations for accommodating growth;
- strengthen existing development patterns;
- promote housing opportunities close to employment;

- support development of an extensive multimodal transportation system which reduces dependency on automobiles;
- reduce congestion and improve air quality; and
- maximize the benefit of public investment in infrastructure and services.

VISION 2040, the adopted regional growth strategy, identifies several centers as an integral feature for accommodating residential and employment growth. The strategy describes Regional Growth Centers, and other centers that may be designated through countywide processes or locally. Regional Growth Centers once regionally designated are located either in Metropolitan Cities, or in Core Cities. VISION 2040 also identifies Manufacturing/Industrial Centers, which consist primarily of manufacturing and industrial uses. Pierce County has five Regional Growth Centers and two Manufacturing/Industrial Centers that have been adopted into the regional growth strategy. Pierce County Regional Growth Centers are located in Tacoma, which is a Metropolitan City, and in Lakewood and Puyallup, which are Core Cities.

Regional Growth Centers in the Metropolitan City

Tacoma Central Business District

Tacoma Mall

Regional Growth Centers in Core Cities

Lakewood

Puyallup Downtown

Puyallup South Hill

Currently there are no designated Countywide Centers.

Manufacturing/Industrial Centers are areas where employee- or land-intensive uses will be located. These centers differ from Regional Growth Centers in that they consist of an extensive land base and the exclusion of non-manufacturing or manufacturing-supportive uses is an essential feature of their character. These areas are characterized by a significant amount of manufacturing, industrial, and advanced technology employment uses. Large retail and non-related office uses are discouraged. Other than caretakers' residences, housing is prohibited within Manufacturing/Industrial Centers. However, these centers should be linked to high density housing areas by an efficient multimodal transportation system. The efficiency of rail and overland freight to markets is the critical element for manufacturers and industries located in these centers.

The designated Manufacturing/Industrial Centers, within Pierce County are as follows:

Manufacturing / Industrial Centers

Frederickson

Port of Tacoma

Within Pierce County, a limited number of additional centers may be designated through amendment of the Countywide Planning Policies consistent with the process below.

Designated centers may vary substantially in the number of households and jobs they contain today. The intent of the Countywide Planning Policies is that Regional Growth Centers become attractive places to live and work, while supporting efficient public services such as transit and being responsive to the local market for jobs and housing.

The Countywide Planning Policies establish target levels for housing and employment needed to achieve the benefit of a center. Some centers will reach these levels over the next twenty years, while for others the criteria set a path for growth over a longer term, providing capacity to accommodate growth beyond the twenty year horizon.

County-Level Centers Designation Process

The County and any municipality in the County that is planning to include a Metropolitan City Center, Regional Growth Center, Countywide Center or Manufacturing / Industrial Center within its boundaries shall specifically define the area of such center within its comprehensive plan. The comprehensive plan shall include policies aimed at focusing growth within the center and along corridors consistent with the applicable criteria contained within the Countywide Planning Policies. The County or municipality shall adopt regulations that reinforce the center's designation.

No more often than once every two years, the Pierce County Regional Council (PCRC) shall invite jurisdictions with centers already adopted in their comprehensive plan that seek to be designated as centers in the Countywide Planning Policies to submit a request for such designation. Said request shall be processed in accordance with established procedures for amending the Countywide Planning Policies.

Each jurisdiction seeking to have a center designated in the Countywide Planning Policies shall provide the PCRC with a report demonstrating that the proposed center meets the minimum criteria for designation together with a statement and map describing the center, its consistency with the applicable Countywide Planning Policies, and how adopted regulations will serve the center.

Transit services shall be defined in the broadest sense and shall include local and regional bus service, rail where appropriate, vanpool, carpool, and other transportation demand measures designed to reduce vehicle trips.

The minimum designation criteria to establish a candidate center by type are as follows:

Metropolitan City Center

Area: up to 1-1/2 square miles in size;

Capital Facilities: served by sanitary sewers;

Employment: a minimum of 25 employees per gross acre of non-residential lands with a minimum of 15,000 employees;

Population: a minimum of ten households per gross acre; and

Transit: serve as a focal point for regional and local transit services.

Regional Growth Center

Area: up to 1-1/2 square miles in size;

Capital Facilities: served by sanitary sewers;

Employment: a minimum of 2,000 employees;

Population: a minimum of seven households per gross acre; and

Transit: serve as a focal point for regional and local transit services.

Countywide Center

Area: up to one square mile in size;

Capital Facilities: served by sanitary sewers;

Employment: a minimum of 1,000 employees;

Population: a minimum of 6 households per gross acre; and

Transit: serve as a focal point for local transit services.

Manufacturing / Industrial Center

Capital Facilities: served by sanitary sewers;

Employment: a minimum of 7,500 jobs and/or 2,000 truck trips per day; and

Transportation: within one mile of a state or federal highway or national rail line.

The minimum criteria report and statement shall be reviewed by the Growth Management Coordinating Committee (GMCC) for consistency with Countywide Planning Policies, the Transportation Coordination Committee (TCC) for consistency with transportation improvements plans of WSDOT, and with Pierce Transit's comprehensive plan. The coordinating committees shall provide joint recommendation to the PCRC.

Once included in the Countywide Planning Policies, the jurisdiction where a center is located may go on to seek regional designation of the center from the Puget Sound Regional Council (PSRC) in accordance with its established criteria and process.

In order to be designated a Regional Growth Center the center should meet the regional criteria and requirements including those in VISION 2040, the regional growth, economic and transportation strategy as may be amended and designated by the Puget Sound Regional Council.

After county-level designation occurs within the Countywide Planning Policies and until regional-level designation by the PSRC occurs the center shall be considered a “candidate” Regional Growth Center.

Each jurisdiction which designates a Regional Growth Center shall establish 20-year household and employment growth targets for that Center. The expected range of targets will reflect the diversity of the various centers and allow communities to effectively plan for needed services. The target ranges not only set a policy for the level of growth envisioned for each center, but also for the timing and funding of infrastructure improvements. Reaching the target ranges will require careful planning of public investment and providing incentives for private investments.

Three candidate regional centers have been included into the Countywide Planning Policies. One of the candidate centers is a Regional Growth Center and the other two candidate centers are an Industrial/Manufacturing Center.

Candidate Regional Centers

University Place – Candidate Regional Growth Center

South Tacoma – Candidate Industrial/Manufacturing Center

Sumner-Pacific – Candidate Industrial/Manufacturing Center

Urban Growth Outside of Centers

A variety of urban land uses and areas of growth will occur outside of designated centers but within the UGA. Local land use plans will guide the location, scale, timing, and design of development within UGAs. The UGA will be where the majority of future growth and development will be targeted. Development should be encouraged which complements the desired focus of growth into centers and supports a multimodal transportation system. For example, policies which encourage infill and revitalization of communities would help to achieve the regional and statewide objectives of a compact and concentrated development pattern within urban areas. The Countywide Planning Policies provide guidance for development and the provision of urban services to support development within the UGA.

Satellite Cities and Towns

The cities and towns in the rural areas are a significant part of Pierce County's diversity and heritage. They have an important role as local trade and community centers. These cities and towns are the appropriate providers of local rural services for the community. They also contribute to the variety

of development patterns and housing choices within the county. As municipalities, these cities and towns provide urban services and are located within the County's designated UGA. The urban services, residential densities and mix of land uses may differ from those of the large, contiguous portion of the UGA in Pierce County.

Countywide Planning Policy

UGA-1. The County shall designate the countywide urban growth area and Potential Annexation Areas within it, in consultations between the County and each municipality.

1.1 County referral of proposed urban growth area and Potential Annexation Area designations to the Pierce County Regional Council (PCRC).

1.1.1 The PCRC may refer the proposed designations to the Growth Management Coordinating Committee (GMCC), or its successor entity for technical advice and for a report.

1.1.2 The PCRC may conduct public meetings to review the proposed designation and, at such meetings, may accept oral or written comments and communications from the public.

1.1.3 At the conclusion of its review and analysis, the PCRC shall make a recommendation to the County and to the municipalities in the County.

1.2 Once adopted by the County, the urban growth area and Potential Annexation Area(s) designations shall not be changed except in accordance with the Countywide Policy on "Amendments and Transition."

1.2.1 A jurisdiction shall not be required to modify existing urban growth area boundaries or Potential Annexation Areas in order to reduce the residential or employment capacity to conform to adopted growth targets reflecting VISION 2040's Regional Growth Strategy. Jurisdictions shall, however, consider the adopted growth targets when updating their local comprehensive plans.

1.2.2 Growth targets are the minimum number of residents, housing units, or jobs a given jurisdiction is planning to accommodate within the appropriate planning horizon and are to be developed through a collaborative countywide process that ensures all jurisdictions are accommodating a fair share of growth. These targets are informational

tools integrated into local land use plans to assist in formulating future residential and employment land needs.

UGA-2. The following specific factors and criteria shall dictate the size and boundaries of urban growth areas:

2.1 Size

2.1.1 Urban growth areas must be of sufficient size to accommodate the urban growth projected to occur over the succeeding 20-year planning period taking into account the following:

- a. land with natural constraints, such as critical areas (environmentally- sensitive land);
- b. agricultural land to be preserved;
- c. greenbelts and open space;
- d. New Fully Contained Communities pursuant to RCW § 36.70A.350;
- e. maintaining a supply of developable land sufficient to allow market forces to operate and precluding the possibility of a land monopoly but no more than is absolutely essential to achieve the above purpose;
- f. existing projects with development potential at various stages of the approval or permitting process (i.e., the "pipeline");
- g. land use patterns created by subdivisions, short plats or large lot divisions;
- h. build-out of existing development and areas which are currently only partially built out;
- i. follow existing parcel boundary lines.

2.1.2 The County, and each municipality in the County, shall cooperatively develop and propose objective standards and criteria to disaggregate the State Office of Financial Management's Countywide growth forecasts and VISION 2040 Regional Growth Strategy forecasts for the allocation of projected population to the County and municipalities, taking into account the availability and concurrency of public facilities and services with the impact of development, as well as the VISION 2040 Regional Growth Strategy.

2.1.3 The County shall use a consistent countywide targeting process for allocating population and employment growth consistent with the regional vision, including establishing:

- a. local employment targets,
- b. local housing targets based on population projections, and
- c. local housing and employment targets for each designated regional growth center.

2.2 Boundaries

2.2.1 The following shall be considered in determining the location of urban growth area boundaries:

- a. geographic, topographic, and manmade features;
- b. public facility and service availability, limits and extensions;
- c. jurisdictional boundaries including special improvement districts;
- d. location of designated natural resource lands and critical areas;
- e. avoidance of unserviceable islands of County land surrounded by other jurisdictional entities;
- f. destination 2030 urban/rural line and PSCAA burn ban line.

Phasing of Development within the Urban Growth Area

2.3 The County and each municipality in the County shall seek to direct growth as follows:

- a. first to cities and towns, centers and urbanized areas with existing infrastructure capacity;
- b. second to areas that are already urbanized such that infrastructure improvements can be easily extended; and
- c. last to areas requiring major infrastructure improvements.

2.3.1 Capital facilities plans shall identify existing, planned, and future infrastructure needs within Urban Growth Areas.

2.3.2 The County and each municipality in the County should identify appropriate levels of service and concurrency standards that address schools, sewer, water, and parks.

2.3.3 The County and each municipality in the County shall identify appropriate levels of service and multimodal concurrency standards that address roads.

2.4 The urban growth area in unincorporated portions of the County shall be limited to the following:

2.4.1 build-out of existing partially developed areas with urban services;

2.4.2 new fully contained communities;

2.4.3 redevelopment corridors.

2.5 The County's urban growth area may be extended to allow for build-out of newly developed areas only if development capacity within Potential Annexation Areas and growth in the areas identified in Policy 2.4 is determined to be inadequate to meet total population and employment projections consistent with the other policies set forth herein.

2.6 Encourage efficient use of urban land by maximizing the development potential of existing urban lands, such as advancing development that achieves zoned density.

2.7 The urban growth area in existence prior to the adoption of VISION 2040 may contain capacity beyond that needed to accommodate the growth target per regional geography for the succeeding 20-year planning period based upon existing zoning designations, allowed density, existing land division patterns, and similar factors. It is permissible for such areas to continue to be designated as urban growth areas. Expansion of these urban growth area boundaries is acknowledged to be inconsistent with the CPPs and strongly discouraged if the urban growth area expansion is not in accordance with policy AT-2.3.

UGA-3. Potential annexation areas shall be designated through the Pierce County Comprehensive Plan in consultation with cities and towns.

3.1 A city or town shall first identify a Potential Annexation Area(s) within its respective Comprehensive Plan;

3.2 Potential Annexation Area boundaries shall be determined with consideration for the following additional factors;

3.2.1 the VISION 2040 document, including Multicounty Planning Policies;

3.2.2 the carrying capacity of the land considering natural resources, agricultural land and environmentally-sensitive lands;

3.2.3 population, housing, and employment projections;

3.2.4 financial capabilities and urban services capacities;

3.2.5 consistency and compatibility with neighborhood, local and regional plans;

3.2.6 the existing land use and subdivision pattern;

3.2.7 property access and ownership.

- 3.3 Potential Annexation Areas should not overlap or leave unincorporated urban islands between cities and towns.
 - 3.3.1 Future requests to establish a new Potential Annexation Area shall not result in an overlap with an existing Potential Annexation Area or create islands between cities and towns.
 - 3.3.2 Cities and towns with existing Potential Annexation Area overlaps should work toward resolving the existing overlaps.
- 3.4 The urban service areas and satellite urban growth areas as designated through the Pierce County Comprehensive Plan as of June 30, 2013 shall be recognized as designated Potential Annexation Areas.
 - 3.4.1 Urban service area designations approved by the Pierce County Council through its 2013 Comprehensive Plan Amendment Cycle shall be recognized as a Potential Annexation Area.
 - 3.4.2 Boundaries of the Potential Annexation Areas should not split parcels. Efforts should be put forth to resolve split parcels prior to the initial designation of Potential Annexation Areas.

Annexation within the Urban Growth Area

- UGA-4. Pierce County, in conjunction with its cities and towns, shall establish a strategy for future annexations within the urban growth area.
 - 4.1 Annexation is preferred over incorporation within the urban growth area.
 - 4.2 The Potential Annexation Areas as identified in the Pierce County Comprehensive Plan shall be the foundation to an annexation strategy.
 - 4.2.1 Cities and towns are allowed to annex territory only within their adopted Potential Annexation Area as identified in the Pierce County Comprehensive Plan.
 - 4.2.2 Annexation of an area should be phased to coincide with a city or town's ability to coordinate the provision of a full range of urban services to the areas proposed for annexation.
 - 4.3 The County and its cities and towns should proactively coordinate the annexation of unincorporated areas within the urban growth area that are within each respective city or town's Potential Annexation Area.

- 4.3.1 The County and each city and town should work towards the establishment of annexation plans and joint planning agreements, with an exception for lands associated with Joint Base Lewis McChord and Camp Murray.
 - 4.3.1.1 A joint planning agreement is to serve as a mechanism where the County or a city can, prior to notice of annexation, identify potential objections and resolutions.
 - 4.3.1.2 An annexation plan should identify a potential schedule for annexation of areas with a city or town.
- 4.3.2 The County should explore and implement financial incentives for a city or town to annex areas associated with its respective Potential Annexation Area.
 - 4.3.2.1 Financial incentives may include the establishment of a County level grant fund to assist in financial challenges a city or town may have in annexing an area.
 - 4.3.2.2 Financial incentives may include the elimination or reduction in a fee associated with a County service to a city or town in exchange for annexing an area.
- 4.3.3 The County, and cities and towns, should explore potential partnerships in grant funding opportunities to overcome obstacles associated with annexing specific areas.
- 4.3.4 Cities and towns should recognize the financial impacts experienced by the County when annexation only encompasses commercial or greenfield areas and avoids existing residential development.
 - 4.3.4.1 Cities and towns are encouraged to include a mix of existing commercial, residential, and greenfield areas, where appropriate, in future annexation proposals.
- 4.4 The County should prioritize the adopted Potential Annexation Areas for annexation.
 - 4.4.1 The County's highest priority should be Potential Annexation Areas representing unincorporated "islands" between cities and towns; and,

4.4.2 The County shall support annexation for areas in which a joint planning agreement exists between the County and appropriate city or town.

Note: The policy numbers/citations for all policies that follow will need to be changed.

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Community Development Department Briefing Memorandum

Date : October 1, 2014
To : Don Morrison – City Administrator
From : Jason Sullivan – Senior Planner
Re : **Countywide Planning Policies Amendments – Potential Annexation Area**

PURPOSE:

The purpose of the memorandum is to brief City Administration on an upcoming City Council item related to proposed amendments to the Countywide Planning Policies (CPPs) regarding annexation policies and the establishment of Potential Annexation Areas (PAAs). This item is scheduled for the October 21, 2014 City Council Workshop under AB14-121.

ATTACHMENTS:

1. Draft Resolution 2415

BACKGROUND:

The Pierce County Regional Council (PCRC), on October 17, 2013, recommended that Pierce County approve amendments to the CPPs related to annexation policies. The first step in the ratification process was the adoption of Ordinance No. 2014-17s by the Pierce County Council on June 24, 2014 signifying the County's approval of the amendments and authorizing the Pierce County Executive to execute inter-local agreements with the cities and towns of Pierce County to ratify the proposal.

In order for these amendments to the CPPs to become effective it must be ratified by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total population by either executing an inter-local agreement or by taking no legislative action to disapprove the proposed amendment by December 21, 2014.

The Planning Commission reviewed the proposed amendments at the September 17, 2014 Planning Commission meeting and voted to recommend that the City Council approve resolution 2415 authorizing the Mayor to sign the inter-local agreement ratifying the amendments to the CPPs.

DISCUSSION:

The proposed amendments to the CPPs address annexation policies within Pierce County. The primary change was the establishment of PAAs which refer to unincorporated areas within the designated urban growth area of a city or town identified as being appropriate for annexation at some point in the future. These areas had been previously identified as “urban service areas.” The term “urban service area” created some confusion as utilities designate service areas which encompass the areas that are provided services and may or may not be located within the urban growth area. Whereas, “urban service areas” was used by Pierce County only to denote areas within the urban growth area that could be annexed by a city.

Areas identified as an “urban service area” for a specific city or town at the conclusion of Pierce County’s 2013 amendment cycle will be relabeled as PAAs. The amendments encourage a more coordinated strategy to facilitate the annexation of areas within designated urban growth areas.

This strategy encompasses:

- Encouraging joint planning agreements and annexation plans for existing areas affiliated with cities and towns;
- Limiting cities and towns to the annexation of territory only within their adopted PAA;
- Exploring and establishing financial incentives to encourage annexation of unincorporated urban areas;
- Exploring potential partnerships between the County and cities/towns in grant funding opportunities to overcome annexation obstacles;
- Encouraging cities and towns to include a mix of existing commercial, residential, and vacant areas, if appropriate, in future annexation proposals;
- Identifying unincorporated “islands” between cities and towns as the County’s highest priority for annexation; and
- Ensuring that PAAs are identified in a city’s or town’s comprehensive plan; and
- County support of annexation if a joint planning agreement has been signed with the respective city or town.



Memo

Date : September 17, 2014
To : Mayor and City Council
From : Grant Sulham, Planning Commission Chair
Re : **Countywide Planning Policies Amendments – Potential Annexation Areas**

The proposed amendments to the Countywide Planning Policies (CPPs) would replace the County’s current designating of “urban service areas” with Potential Annexation Areas to identify areas within the urban growth area that could be annexed by a city or town in Pierce County. The amendments encourage a more coordinated strategy to facilitate the annexation of areas within designated urban growth areas. This strategy encompasses:

- Encouraging joint planning agreements and annexation plans for existing areas affiliated with cities and towns;
- Limiting cities and towns to the annexation of territory only within their adopted PAA;
- Exploring and establishing financial incentives to encourage annexation of unincorporated urban areas;
- Exploring potential partnerships between the County and cities/towns in grant funding opportunities to overcome annexation obstacles;
- Encouraging cities and towns to include a mix of existing commercial, residential, and vacant areas, if appropriate, in future annexation proposals;
- Identifying unincorporated “islands” between cities and towns as the County’s highest priority for annexation; and
- Ensuring that PAAs are identified in a city’s or town’s comprehensive plan; and
- County support of annexation if a joint planning agreement has been signed with the respective city or town.

At the September 17, 2014 meeting, the Planning Commission consider the proposed modifications to the CPPS and voted 5-0-0 to recommend that the City Council pass Resolution 2415 authorizing the Mayor to sign the inter-local agreement ratifying the proposed amendments to the CPPs.

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City of Bonney Lake
City Council Agenda Bill (AB)

Department / Staff Member: PW / Charles Simpson	Meeting/Workshop Date: 28 October 2014	Agenda Bill Number: AB14-136
Agenda Item Type: Resolution	Ordinance/Resolution Number: 2424	Councilmember Sponsor: DONN LEWIS

Agenda Subject: Purchase Check Valve, volutes, and Impellers for Lift Station #17

Full Title/Motion:
 A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Purchase From Whitney Equipment Company Of Check Valves, VoluteS And Impellers For Sewer Lift Station #17.

Administrative Recommendation: Recommend Approval

Background Summary: This sole source purchase from Whitney Equipment Company, will replace three obsolete 10" check valves, two volutes, and two impellers. There are four check ball assemblies and housings inside Lift Station #17 that prevent backflow from the force main and water hammer from occurring. The housings and the check balls have a very tight tolerance. The balls have a rubberized coating and a specific weight. The existing housings and balls are obsolete (the housings have not been manufactured for over 20 years) and the coatings on the balls are failing. The new balls are lighter and require a new housing. We currently experience a life expectancy of 7-10 years before the ball needs replacement. Due to the tight tolerances, it is not possible to have the current ones recoated. We replaced one ball and housing approximately 5 years ago due to the housing failing (we attempted to repair the housing but it continued to fail necessitating replacement). We have maintained an inventory of spare check balls for replacement purposes, but have depleted that inventory. •A defect in the original factory castings has resulted in a cavitation issue that damages the volute and the impeller. Two volutes and impellers have been replaced. This only occurred after a Flygt engineer suggested coating the inside of the volutes with a porcelain coating. This coating has not been effective in preventing failure of the volutes, therefore, the remaining volutes and impellers need to be replaced. An air-shipping charge of \$3,600 will also be paid to assure a timely arrival for the immediate replacement.

Attachments: Resolution 2424, Sole Source justification, Whitney quote for purchase.

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
\$50,000	\$42,923.65	\$42,923.65	\$0
<u>\$16,000</u>	<u>\$16,000.00</u>	<u>\$ 5,150.53</u>	<u>\$10,849.47</u>
\$56,000	58,923,65	\$48,074.18	\$10849.47
Budget Explanation:	Budget funds will be taken from Sewer Maintenance Budget line items 402.000.035.535.50.48.03 R&M Replacement & Unscheduled Projects Operating Capital - \$50,000 402.000.035.535.50.48.06 Sewer Lift Station Improvements Operating Capital - \$16,000		

COMMITTEE, BOARD & COMMISSION REVIEW				
Council Committee:	Community Development Date: 21 October 2014	<i>Approvals:</i>	Yes	No
		Chair/Councilmember	DONN LEWIS	<input checked="" type="checkbox"/> <input type="checkbox"/>
Committee Date:		Councilmember	RANDY MCKIBBIN	<input checked="" type="checkbox"/> <input type="checkbox"/>

Councilmember

JIM RACKLEY

Forwarded to:

Consent Agenda: Yes No

Commission/Board Review:

Hearing Examiner Review:

COUNCIL ACTION

Workshop Date(s):

Public Hearing Date(s):

Meeting Date(s):

Tabled to:

APPROVALS

Director:

Dan Grigsby, P.E.

Mayor:

Neil Johnson Jr.

Date Reviewed by

City Attorney:

(if applicable):

RESOLUTION NO. 2424

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE,
PIERCE COUNTY, WASHINGTON, AUTHORIZING THE PURCHASE OF
FLYGT EQUIPMENT FOR LIFT STATION #17 WITH WHITNEY
EQUIPMENT COMPANY INC.**

WHEREAS, the City has determined that Whitney Equipment Company Inc. is the Sole Source vendor, as they are the only supplier of Flygt equipment in Washington State. The City of Bonney Lake has chosen to outfit all of its sewer lift stations with Flygt equipment since 1987. This equipment purchase is to replace failing check ball valves that are obsolete, volutes and impellers that are also failing at our main sewer lift station #17; and,

WHEREAS, RCW 39.04.280(1), (a) and (b) authorize the City to waive competitive bidding requirements for purchases that are clearly limited to a single source of supply and purchases involving special facilities or market conditions;

NOW, THEREFORE, BE IT RESOLVED that the City of Bonney lake Council does hereby authorize purchase of this equipment in the amount of \$48,074.18.

PASSED by the City Council this 28th day of October, 2014.

Neil Johnson Jr., Mayor

ATTEST:

Harwood T. Edvalson, MMC
City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney



Public Works
Department

Memo

Date: October 9, 2014

To: Donn Lewis - Councilmember
Randy McKibbin – Councilmember
James Rackley - Councilmember

Cc: Don Morrison – City Administrator
Dan Grigsby – Public Works Director

From: Charles Simpson – Assistant Public Works Director

Re: Response to question at the October 7 CDC meeting concerning the purchase of Whitney Equipment Co. Flygt Motor and Pump (unit)

The City has chosen to outfit all of its sewer lift stations with Flygt pumps and valves since 1987. Currently, it is our Engineering specification and the City has 21 out of 23 lift stations outfitted with Flygt equipment. This allows the sewer crews to have uniformity and interchangeable parts on hand.

The existing equipment in the lift station is also manufactured by Flygt. However, since they were manufactured in the 1987 time frame, parts for this old equipment are no longer available. We will replace Flygt equipment with Flygt equipment. Use of other manufacturers, pumps /motors would possibly require a redesign of the rail system and discharge piping within the wet well.

Whitney Equipment is the only authorized dealership in the State of Washington to sell and service Flygt Pumps. Flygt pumps are not allowed to be sold by vendors in other states for use in our state.

Our working relationship with the Whitney Equipment Company has provided the City with valuable support concerning our sewer collection system, warranty work, repair work, and has provided a 10% discount on our purchases through them.

1. Why not get bids from another supplier for the Flygt equipment ... Oregon, Idaho, etc.

The Municipal Contract Whitney Equipment has as the supplier of Flygt equipment makes them the sole supplier for Washington State. They are not allowed to bid/sell Flygt products outside of Washington, and outside representatives are not allowed to bid/sell Flygt products in Washington.

2. What is the price for competitive equipment from other manufacturers?

Competitive equipment would not be compatible with the existing Flygt equipment. To replace the existing equipment with competitive equipment may require major modifications to the lift station and its components.

3. Where is this equipment coming from?

Flygt equipment is manufactured in Sweden and Denmark and is shipped to the vendors for distribution. Most of the major wastewater pumps are manufactured in Europe with some being assembled in the U.S. According to the representative, the steel could be produced in the U.S., shipped to Europe for manufacturing, and then sent back to the U.S. for final assembly. This process adds 50-100% to the overall cost of the equipment.

4. Is the equipment already sitting on a shelf in a warehouse or will it need to be manufactured. Can we get this equipment before the end of the fiscal year to avoid using next year's budget?

Some of it is already manufactured, but some of the components are customized to the users' specifications. Our existing equipment is approaching 30 years of age and typically is only produced when ordered. The equipment can be made and delivered before the end of the fiscal year if it is ordered by the first week in November. It also needs to be sent by air to arrive in the U.S. before the end of fiscal year 2014.

5. Why is air shipment needed? Does all the equipment need to be shipped by air or can some or all of it be shipped by ground as indicated in the vendor's proposal?

Given that the equipment is manufactured in Sweden, the timeliest method is air freight. The timeframe from order to delivery by air freight is 1-3 weeks (3 weeks being the most probable given Customs and Holidays) as opposed to shipping via ocean and ground which is 6-8 weeks minimum. We currently are without one of the check valves in operation which limits lift station ability to discharge, and another that the check ball does not seat properly so there is back seepage thus the need to get it here ASAP.

6. Is the current equipment part of originally installation of the late 80's when the sewer system was built? What is the normal life expectancy for this type of equipment?

The check balls and housing are original, but the pumps were replaced in 2005. This included the impellers and volutes. There have been repairs and minor replacements since the original construction. The normal life expectancy for the different components is 10 years for the new impellers and 5-7 years for the older ones which have been replaced twice. The improvements made to the volutes and ball check housing should make them last indefinitely, and the check balls don't currently have an estimated life expectancy due to variable conditions.



October 1, 2014

To: Don Morrison – City Administrator
Dan Grigsby – Public Works Director

From: Charles Simpson – Assistant Public Works Director

Re: Sole source – Whitney Equipment Co.

Purposed Source: Whitney Equipment Co.

Scope of Work:

This sole source purchase from Whitney Equipment Company, will replace three obsolete 10" check valves, two volutes, and two impellers. Currently we have one check valve that is not operational and one ball in a check valve that does not seal.

- There are four check ball assemblies and housings inside Lift Station #17 that prevent backflow from the force main and water hammer from occurring. The housings and the check balls have a very tight tolerance. The balls have a rubberized coating and a specific weight. The existing housings and balls are obsolete (the housings have not been manufactured for over 20 years) and the coatings on the balls are failing. The new balls are lighter and require a new housing. We currently experience a life expectancy of 7-10 years before the ball needs replacement. Due to the tight tolerances, it is not possible to have the current ones recoated. We replaced one ball and housing approximately 5 years ago due to the housing failing (we attempted to repair the housing but it continued to fail necessitating replacement). We have maintained an inventory of spare check balls for replacement purposes, but have depleted that inventory.
- A defect in the original factory castings has resulted in a cavitation issue that damages the volute and the impeller. Two volutes and impellers have been replaced. This only occurred after a Flygt engineer suggested coating the inside of the volutes with a porcelain coating. This coating has not been effective in preventing failure of the volutes, therefore, the remaining volutes and impellers need to be replaced.

Exclusive Capability: The City has chosen to outfit all of its sewer lift stations with Flygt equipment since 1987. This allows the sewer crews to have uniformity and interchangeable parts on hand. Whitney Equipment is the only authorized dealership in the State of Washington to sell and service Flygt Pumps. Other manufactured pumps would possibly require a redesign of system and discharge piping within the wet well.

Funding Source: Yearly O&M Sewer budget line item 402-000-035-535-50-48 -03 R&M Replacement & Unscheduled Projects Operating Capital and 402-000-035-535-50-48.06 Sewer Lift Stations Improvements – Operating Capital.

Corporate Office
 Whitney Equipment Company
 21222 30th Drive SE
 Suite 110
 Bothell WA 98021
 United States

Quote



Quote#: **40521**
 Quote Date: **09/30/14**
 Quote Expires: **10/30/14**
 Customer #: **BONN CI**

Sales Rep.: **Ben Scrace**
 Terms: **NET30 - Net 30 Days**
 Ship-To #: **CITY OF BONNEY LAKE**

Bill To: **City Of Bonney Lake**
 19306 Bonney Lake Blvd E
 PO Box 7380
 Bonney Lake, WA 98391-8850

Ship To: **City of Bonney Lake**
 19306 Bonney Lake Blvd. E N
 Bonney Lake, WA 98391

Phone:(253) 862-8602 Fax:(253) 862-8538

Contact:
 Phone:

Ship Via: **AIR FREIGHT-Air Freight**
 FOB:

Line #	Item	Description	Site	Qty, UOM	Price, UOM	Extended Price
1	7152202	KIT,VOLUTE HT 6IN ANSI FV CI	WECI	2.00 EA	5,191.0000 EA	10,382.00
2	7693120	KIT,IMPELLER N HT CODE 456 HC	WECI	2.00 EA	4,983.0000 EA	9,966.00
3	839176	VALVE,CHECK 10" HDL ANSI DI	WECI	3.00 EA	5,754.0000 EA	17,262.00
4	MISC_WECI	Misc-WECI	WECI	1.00 EA	3,267.0000 EA	3,267.00

RE-STOCKING FEE FOR INCORRECT ORDER 333596

Sub-Total: **40,877.00**
 Misc. Charges: **0.00**
 Freight: **0.00**
 Tax: **3,597.18**
 Total: **44,474.18**

Lead-time:
 1-3 weeks air-freight - est. cost: \$3600
 6-8 weeks ocean/ground - est. cost: \$1050
 Shipping charges are pre-pay and add

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

Department/Staff Contact: Executive / Don Morrison	Meeting/Workshop Date: 28 October 2014	Agenda Bill Number: AB14-137
Agenda Item Type: Resolution	Ordinance/Resolution Number: 2425	Councilmember Sponsor: Lewis

Agenda Subject: Renewal of Emergency Management Services Agreement with Pierce County

Full Title/Motion: A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Renew And Sign An Interlocal Agreement With Pierce County For Emergency Management Services.

Administrative Recommendation: Approve

Background Summary: For many years, the City has been a part of the Pierce County Emergency Management System, which provides emergency management planning, training, and assistance for disasters and other emergencies. This is the renewal of a long-standing agreement. The per capita rate is \$0.85, which is actually a slight cost reduction over previous agreement periods. The renewal would be effective 1/1/15.
Attachments: Resolution, Agreement

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Budget Explanation: +/- \$15,742			

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	Finance Committee Date: 14 October 2014	<i>Approvals:</i> Chair/Councilmember Dan Swatman Councilmember Katrina Minton-Davis Councilmember Donn Lewis	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
	Forward to: Consent Agenda	Consent Agenda: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Commission/Board Review:			
Hearing Examiner Review:			

COUNCIL ACTION	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): October 28, 2014	Tabled to Date:

APPROVALS		
Director:	Mayor:	Date Reviewed by City Attorney: (if applicable):

RESOLUTION NO. 2425

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO RENEW AND SIGN AN INTERLOCAL AGREEMENT WITH PIERCE COUNTY FOR EMERGENCY MANAGEMENT SERVICES.

The City Council of the City of Bonney Lake, Washington, does hereby resolve that the Mayor is authorized to sign the Interlocal Agreement between the City of Bonney Lake and Pierce County for emergency management services, attached hereto and incorporated herein by this reference.

PASSED by the City Council this 28th day of October, 2014.

Neil Johnson, Mayor

ATTEST:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney

AGREEMENT FOR EMERGENCY MANAGEMENT SERVICES

THIS AGREEMENT is made and entered into by and between PIERCE COUNTY, a political subdivision of the State of Washington, (hereinafter referred to as "County") and the City of Bonney Lake, a municipal corporation of the State of Washington, (hereinafter referred to as "City")

WHEREAS, County has established an Emergency Management Plan pursuant to the provisions of Chapter 38.52 of the Revised Code of Washington; and

WHEREAS, County and City believe it to be in the best interests of their citizens that County and City share and coordinate services in the event of an emergency situation; NOW THEREFORE,

IT IS HEREBY AGREED AS FOLLOWS:

1. **Purpose.** It is the purpose of this agreement to provide an economical mechanism to provide for the common defense and protect the public peace, health, and safety and to preserve the lives and property of the people of the signatory jurisdictions against the existing and increasing possibility of the occurrence of major emergencies or disasters, either man-made or from natural causes.
2. **Duration.** The duration of this agreement shall be that period commencing on the 1st day of January, 2015 and terminating at midnight on the 31st day of December, 2019, unless this agreement is sooner extended or terminated in accordance with the terms hereof.
3. **Definitions.** As used in this agreement, the following definitions will apply.
 - A. "Emergency Management" or "Comprehensive Emergency Management" means the preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate, prepare for, respond to, and recover from emergency and disasters, and aid victims suffering from injury or damage resulting from disasters caused by all-hazards, whether natural or man-made, and to provide support for search and rescue operations for persons and property in distress.
 - B. "Emergency or Disaster" shall mean an event or set of circumstances which: (a) demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences or (b) reaches such a dimension or degree of destructiveness as to warrant the governor declaring a state of emergency pursuant to RCW 43.06.010.
4. **Services.** County shall provide emergency management services as outlined in Chapter 38.52 RCW in accordance with the provisions of said chapter and as defined herein during the term of this agreement. Pierce County shall perform all

services required by its Emergency Management Plan and/or Chapter 38.52 RCW and Attachment "A" to this document.

5. Compensation. City shall pay County upon execution of this agreement the sum of \$0.85 per capita per year for all services rendered under the terms of this agreement, using population figures from the "Population Trends for Washington State" publication of the State Office of Financial Management. Payment is due and payable on January 31 of each year of the contract beginning January 31, 2015. Annual increases for subsequent years shall be based upon the growth in the previous year January to December Consumer Price Index for Seattle urban area as available, and based upon population growth of preceding year according to state Office of Financial Management as available, and/or based upon modifications in the annual work plan as agreed upon by the parties. Pierce County shall perform all services required by its Emergency Management Plan and/or Chapter 38.52 RCW, and Attachment "A" Emergency Management Work Plan. Nothing herein shall prevent County from making a claim for additional compensation in the event of an actual emergency or disaster as authorized by Chapter 38.52 RCW. The County's unilateral decision to change its Emergency Management Plan to increase the services provided by the County to the City under this interlocal agreement shall not result in an increase in the annual payment made by the City to the County as described in this Section, unless the same is incorporated into an amendment to this Agreement, and executed by the authorized representatives of both parties.

6. Termination. Either party may terminate this Agreement with or without cause upon ninety (90) days written notice to the other party. Notices and other communications shall be transmitted in writing by U.S. Mail, postage prepaid, addressed to the parties as follows:

If to Pierce County: Pierce County
Department of Emergency Management
Director
2501 S 35th St #D
Tacoma, WA 98409-7405

If to City of Bonney Lake: City of Bonney Lake
City Mayor
PO Box 7380
Bonney Lake, WA 98390-0944

7. Renewal. This agreement may be renewed for agreed upon terms upon the mutual agreement of the parties as signified by a Memorandum of Renewal signed by the duly authorized representatives of each of the parties.

8. Hold Harmless and Indemnification. Except in those situations where the parties have statutory or common law immunity for their actions and/or inactions, each party shall defend, indemnify and hold harmless the other from liability or any claim, demand or suit arising because of said parties negligence. Each party shall promptly notify the other of any such claim.

9. General. Neither party may assign or transfer this contract or any rights or obligations hereunder without the prior written consent of the other party. This contract constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, and understandings of any nature whatsoever. Any changes to this contract requested by either party may only be affected if mutually agreed upon in writing by duly authorized representatives of the parties hereto.

10. Privileges and Immunities. Whenever the employees of the City or County are rendering outside aid pursuant to the authority contained in RCW 38.52.070/080, such employees shall have the same powers, duties, rights, privileges and immunities as if they were performing their duties in the County or City in which they are normally employed. Nothing in this Agreement shall affect any other power, duty, right, privilege or immunity afforded the City or the County in chapter 38.52 RCW,

11. Waiver. Failure by either party at any time to require performance by the other party under this Agreement or to claim a breach of any provision of this Agreement shall not be construed as affecting any subsequent breach or the right to require performance or affect the ability to claim a breach with respect thereto.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be duly executed, such parties acting by their representatives being thereunto duly authorized.

Date this _____ day of _____, _____.

PIERCE COUNTY

Attest:

By _____ Date _____
Prosecuting Attorney
(as to form only)

By _____ Date _____
Budget and Finance

Approved:

By _____ Date _____
Lowell Porter
Director

CITY OF BONNEY LAKE

Approved:

By _____ Date _____
Neil Johnson, Jr.
City of Bonney Lake, Mayor
Attest:

By _____ Date _____
City Clerk

By _____ Date _____
City Attorney (as to form only)

ATTACHMENT A

**2015 – 2019
Emergency Management Services
Work Plan**

Prevention Services

Provide access to the First-To-See application.

Mitigation Services

Facilitate City's participation in the Natural Hazard Mitigation Plan coordination, development, and review.

Preparedness Services

Support a Whole Community strategy by annually providing a combination of public education presentations and/or attend City-sponsored community events to provide information on emergency preparedness issue based on the following population (see below):

Population Range	Presentations Provided and/or Events Attended
Up to 9,999	3
10,000-19,999	5
20,000 or higher	10

Provide Incident Command System (ICS) training for City's EOC staff as requested.

Provide introductory emergency management training/education for identified City Officials' as requested.

Assist the City with development and review of City's Emergency Operational Plan (EOP).

Assist the City with development and review of City's Comprehensive Emergency Management Plan (CEMP).

Assist the City with development and review of its Continuity of Operations Plan (COOP) and Continuity of Government (COG) plan.

Provide access to and training on the County's Portal for incident tracking.

Conduct an annual all-hazards exercise for City participation.

Response Services

Provide 24 hour Duty Officer coverage (EOC Level 1) for emergency incidents.

Activate and manage the Tacoma/Pierce County EOC at Level 2 or 3 in support of City's EOC activation, or the proclamation of an emergency by City, or in support of any emergency incident that requires multi-agency response coordination.

Support City situational awareness by providing access to WebEOC for City representatives when present in the EOC during an activation in support of a City related incident.

Provide alert, warning, and emergency public information for incidents as resources allow.

Provide availability of County's emergency resources not required for County use elsewhere during incidents. Use shall be determined and prioritized by the County. The County shall remain harmless in the event of non-availability or non-performance of the equipment. Examples of equipment include sandbagging machines, generators, etc.

Recovery Services

Provide communication and general administrative assistance in the event of declared disaster to the extent of the County's knowledge and responsibilities. The County shall remain harmless of the results from City's claim of federal and/or state funding for the declared disaster.

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

Department/Staff Contact: Fin / Cherie Gibson	Meeting/Workshop Date: 28 October 2014	Agenda Bill Number: AB14-138
Agenda Item Type: Motion	Ordinance/Resolution Number:	Councilmember Sponsor:

Agenda Subject: Set a Public Hearing regarding the adoption of the 2015-2016 Biennial Budget.

Full Title/Motion: A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Setting A Public Hearing At 7:00 P.M., Or As Soon Thereafter As Possible, During The Regular Council Meeting Of November 25, 2014 In Consideration Of Adopting The 2015-2016 Beinnial Budget.

Administrative Recommendation: No alternative.

Background Summary: Public hearings are a part of the budget adoption process. The public hearing on the budget gives the public an opportunity to appear and be heard for or against any part of the budget. The public hearing on the property tax increase will be held separate from the budget public hearing.
Attachments: None

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Budget Explanation: Not Applicable			

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	Finance Committee Date: 28 October 2014	<i>Approvals:</i> Chair/Councilmember Deputy Mayor Swatman Councilmember Katrina Minton-Davis Councilmember Donn Lewis	Yes No <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Forward to: 10/28/14 Council	Consent Agenda:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Commission/Board Review:			
Hearing Examiner Review:			

COUNCIL ACTION	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

APPROVALS		
Director: <i>CGibson</i>	Mayor:	Date Reviewed by City Attorney: (if applicable):

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

Department/Staff Contact: PW / Douglas Budzynski	Meeting/Workshop Date: 28 October 2014	Agenda Bill Number: AB14-148
Agenda Item Type: Resolution	Ordinance/Resolution Number: 2426	Councilmember Sponsor: Donn Lewis

Agenda Subject: Authorizing a Contract Amendment to Resolution 2255 Awarding the Professional Services Agreement to RH-2 Consultants, Inc. for updating the Comprehensive Water System Plan.

Full Title/Motion: A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing A Contract To Awarding The Professional Services Agreement To RH-2 Consultants For Updating The Comprehensive Water System Plan.

Administrative Recommendation: Recommend Approval

Background Summary: RH-2 Consultants completed the City’s current Comprehensive Water System Plan (CWSP) in 2008. The Department of Health (DOH) approved the CWSP in January 2009 and issued a 5 year Water Use Efficiency (WUE) permit. This permit expired on January 22, 2014. City staff met with DOH earlier this year and they have approved an extension on the permit with the understanding that the City will move forward in updating the plan in 2015. The City is concurrently updating the City's Comprehensive Plan which will adopt the Water System plan by reference. Both efforts will meet the June 30, 2015 deadline.

Attachments: Resolution 2426, Contract

BUDGET INFORMATION			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
Water \$180,000.00	\$180,000.00	\$150,000.00	\$30,000.00

Budget Explanation: Water Comprehensive Plan Update: 401.000.034.534.50.41.24
Revenue Source: Water SDC

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	Community Development	<i>Approvals:</i>	Yes No
	Date: 21 October 2014	Chair/Councilmember Donn Lewis	<input checked="" type="checkbox"/> <input type="checkbox"/>
		Councilmember Randy McKibbin	<input checked="" type="checkbox"/> <input type="checkbox"/>
		Councilmember James Rackley	<input checked="" type="checkbox"/> <input type="checkbox"/>
	Forward to:	Consent	
		Agenda: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Commission/Board Review:			
Hearing Examiner Review:			

COUNCIL ACTION	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): October 28, 2014	Tabled to Date:

APPROVALS		
Director: <i>Dan Grigsby</i>	Mayor: <i>Neil Johnson Jr.</i>	Date Reviewed by City Attorney: (if applicable):

RESOLUTION NO. 2426

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON, AUTHORIZING A CONTRACT WITH RH-2 CONSULTANTS, INC. FOR SERVICES TO UPDATE THE COMPREHENSIVE WATER SYSTEM PLAN.

WHEREAS, The City Council passed Ordinance 1341, on December 22, 2009, adopting the 2009 Comprehensive Water System Plan; and,

WHEREAS, The Water Use Efficiency (WUE) permit given by the Department of Health expired on January 22, 2014; and,

WHEREAS, The Department of Health has issued an extension of the WUE permit with the understanding that the City will be updating the water system plan in the next year; and

WHEREAS, The City's Comprehensive Water System Plan is referenced in the City Comprehensive Plan; and

WHEREAS, The City has scheduled to complete a thorough City Comprehensive Plan update June 30, 2015; and

WHEREAS, RH-2 Consultants, Inc. has submitted a scope of work to complete a Comprehensive Water System Plan Update in the amount of \$150,000;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON HEREBY RESOLVES AS FOLLOWS:

That the City of Bonney Lake Council does hereby authorize the Mayor to sign the attached contract with RH-2 Consultants, Inc.

ISSUED by the City Council this 28th day of October, 2014.

Neil Johnson, Jr., Mayor

AUTHENTICATED:

Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

Kathleen Haggard, City Attorney

PROFESSIONAL SERVICES AGREEMENT
City of Bonney Lake – Comprehensive Water System Plan Update

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and entered into this _____ day of _____, 2014, by and between the City of Bonney Lake (“City”) and RH2 Engineering, Inc. (“Consultant”).

The parties hereby agree as follows:

1. **Scope of Work.** The Consultant 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, and shall be performed in accordance with all applicable federal, state and local laws, ordinances and regulations. The Consultant shall exercise reasonable care and judgment in the performance of work pursuant to this Agreement. The Consultant 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 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.
3. **Payment.** The Consultant shall be paid by the City for completed work and services rendered under this Agreement pursuant to the rates and charges set out in Exhibit B, 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 B; *provided*, that payment for work within the Scope of Work (Exhibit A) shall not exceed the fee/hour estimate set out in Exhibit B without written amendment to this Agreement, agreed to and signed by both parties.

Acceptance of final payment by the Consultant shall constitute a release of all claims, related to payment under this Agreement, which the Consultant may have against the City unless such claims are specifically reserved in writing and transmitted to the City by the Consultant 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 or to any remedies the City may pursue with respect to such claims.

The Consultant and its sub consultants 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 receives final payment.

4. **Changes in Work.** The Consultant 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 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 prior to resolution of any such dispute shall waive any claim by the Consultant for compensation as Extra Work.

6. **Employment.** Any and all employees of Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant 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's or Consultant'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's employees, while so engaged, shall be the sole obligation and responsibility of the Consultant, except as provided in Section 12 of this agreement. The Consultant'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 consultant 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 consultant shall include a provision substantially the same as this section in any and all contracts with sub consultants performing work required of the contractor under this contract. The consultant 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 consultant 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, subject to the City's obligation to pay Consultant in accordance with subsections A and B below.

A. In the event this Agreement is terminated by the City other than for fault on the part of the Consultant, a final payment shall be made to the Consultant for actual cost of work complete at the time of termination of the Agreement. In addition, the Consultant shall be paid on the same basis as above for any authorized Extra Work completed. No payment shall be made for any work completed after ten (10) days following receipt by the Consultant of the termination notice. If the accumulated payment(s) made to the Consultant 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 shall immediately reimburse the City for any excess paid.

B. In the event the services of the Consultant are terminated by the City for fault on the part of the Consultant, 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 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 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.

10. **Termination by Consultant.** Consultant 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**

Consultant 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 negligent acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Insurance

The Consultant 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, its agents, representatives, or employees.

A. Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

13. **Subletting or Assigning.** The Consultant 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 hereby ratifies and adopts all statements, representations, warranties, covenants, and agreements contained in the supporting materials submitted by the Consultant, 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

RH2 ENGINEERING, INC.

By: _____
Neil Johnson Jr., Mayor

By:  _____

- Attachments:**
- Exhibit A: Scope of Work/Deliverables
 - Exhibit B: Fee Estimate
 - Exhibit C: Rates

Exhibit A
SCOPE OF WORK
City of Bonney Lake
Comprehensive Water System Plan Update
October 2014

This Scope of Work includes tasks necessary to for RH2 Engineering, Inc., (RH2) update the City of Bonney Lake's (City) Comprehensive Water System Plan (WSP) and evaluate the ability of the City's water system to meet the needs of existing and projected future water system customers throughout the 20-year planning period. This Scope of Work is based on published regulatory requirements for comprehensive water system plans known at the time of this writing. If new or expanded regulatory requirements are published during the course of this project, a contract amendment, along with a scope of work and fee estimate, can be provided for the additional work needed to satisfy the requirements.

Available resources from the previous planning work will be utilized to reduce the level of effort necessary for this WSP update. Attached as **Exhibit B** is a list of data to be provided by the City prior to commencement of the activities contained in this Scope of Work. To reduce redundancy in effort, RH2 will rely on the accuracy and completeness of any data, information, or materials provided by the City or others in relation to the work. It is anticipated that the City will contract directly with FCS Group to prepare the financial analysis.

ACTIVITY 1 – DATA COLLECTION AND DOH COORDINATION

Objective: Assist the City in collecting data for the water system planning process. Coordinate with the Washington State Department of Health (DOH) throughout the development of the WSP.

Tasks:

- 1.1 Coordinate with City staff during the data collection process. This includes coordinating via telephone, submitting the list of data needed, and reviewing data provided by the City.
- 1.2 Attend one (1) meeting with City staff to review collected data.
- 1.3 Coordinate with DOH throughout the planning process to provide schedule and progress reports towards completion of the WSP.

ACTIVITY 2 – INTRODUCTION AND EXISTING WATER SYSTEM DESCRIPTION (CHAPTERS 1 AND 2)

Objective: Provide information to update the existing Introduction (Chapter 1) and Water System Description (Chapter 2) chapters of the WSP.

Tasks:

- 2.1 Review existing system information that has changed since last plan.
- 2.2 Provide a brief overview of the current operation of the existing water system.
- 2.3 Update the existing system tables to reflect current conditions.
- 2.4 Update the following color figures.
 - Figure 1 – Water Service Area and Adjacent Systems

- Figure 2 – Existing Water System
- Figure 3 – Existing Hydraulic Profile

RH2 Deliverables: Descriptions and figures of existing system components for City review and comment.

ACTIVITY 3 – LAND USE AND POPULATION (CHAPTER 3)

Objective: Provide information to update the existing Land Use and Population (Chapter 3) chapter of the WSP. Work with the City’s Planning Department to obtain planning-related information and identify impacts on the City’s water system.

Tasks:

- 3.1 Update existing and projected future land use patterns in and adjacent to the City and impacts on existing and future facilities and water sources for the water system.
- 3.2 Prepare DOH’s Consistency Statement Checklist for each planning agency that governs the WSP, which includes local and county planning jurisdictions: Pierce County (County), City of Auburn, and the City of Bonney Lake.
- 3.3 Identify current and projected housing trends and household sizes within the City’s service area based on available information from City staff, as well as county and state population data.
- 3.4 Include a table of 6-year, 10-year and 20-year population projections for both the City and the water service area that comply with the Growth Management Act (GMA).
- 3.5 Update the following color figure.
 - Figure 4 – City and County Land Use

RH2 Deliverables: Updated population projections and land use figure. Consistency Statement Checklists for pertinent planning agencies.

ACTIVITY 4 – WATER DEMANDS (CHAPTER 4)

Objective: Provide information to update the existing Water Demand (Chapter 4) chapter of the WSP. Review historical water use and forecast future water demands of the system.

Tasks:

- 4.1 Tabulate monthly totals of metered consumption for each customer class and the average number of accounts in service for each year from 2007 through 2014 based on available information provided by the City. Identify the seasonal variations in consumption for each customer class.
- 4.2 Tabulate ten (10) to twenty (20) of the largest water users and the total water use of each for the year 2014.
- 4.3 Tabulate monthly and yearly totals of water supply from each supply facility from 2007 through 2014.
- 4.4 Calculate per capita demands based on the average day demand and water system population data from 2007 through 2014.

- 4.5 Calculate the number of equivalent residential units (ERUs) within the system based on the water consumption and supply data.
- 4.6 Identify the total amount of distribution system leakage from 2007 through 2014. Calculate the three (3)-year rolling average of the distribution system leakage.
- 4.7 Tabulate total consumption of customers within each pressure zone based on the hydraulic model and the parcel-consumption database provided by the City.
- 4.8 Calculate the system average day demand based on the yearly water supply data from 2007 through 2014.
- 4.9 Estimate the system's peak day and peak hour demands.
- 4.10 Prepare a table of general fire flow requirements of each land use classification and identify buildings with the largest fire flow requirements within the service area.
- 4.11 Document the historical demands from 2007 through 2014.
- 4.12 Document the current and past efforts for water use efficiency and their impact on water demand over the past six (6) years. Describe the water use efficiency improvements.
- 4.13 Develop 1, 2, 3, 4, 5, 6, 10 and 20-year demand projections based on projected water system population data and historical per capita demands. Demand projections shall be tabulated with and without additional water use reductions from the proposed water use efficiency program.
- 4.14 Describe the basis for and results of the existing and future water demand evaluation.
- 4.15 Evaluate, describe and prepare a graphic or table to demonstrate the seasonal variations in consumption patterns for each customer class.
- 4.16 Provide the following tables, each integrated within the chapter text.
 - Average Annual Metered Consumption and Service Connections
 - 2014 Largest Water Users
 - Historical Supply and Per Capita Demands
 - Existing Demands by Pressure Zone
 - Demands by Supply Facility
 - Equivalent Residential Units
 - Distribution System Leakage
 - Peak Demands and Demand Ratios
 - General Fire Flow Requirements
 - Future Water Demand Projections
 - Future ERU Projections

RH2 Deliverables: Updated demand analysis and tables of historic and projected demand data for City review and comment.

ACTIVITY 5 – POLICIES AND DESIGN CRITERIA (CHAPTER 5)

Objective: Provide information to update the existing Policies and Design Criteria (Chapter 5) chapter of the WSP. Review existing policies and design criteria and recommend changes to these policies so that facilities could meet design standards.

Tasks:

- 5.1 Review existing policies and recommend additional or revised policies so that future City facilities could meet minimum and acceptable design standards and criteria. Use DOH, Environmental Protection Agency, American Water Works Association, and standard engineering practices as the basis for identifying policies, criteria and requirements.

RH2 Deliverables: Updated policies and design criteria for City review and comment.

ACTIVITY 6 – WATER SOURCE AND QUALITY (CHAPTER 6)

Objective: Provide information to update the existing Water Source and Quality (Chapter 5) chapter of the WSP. Identify the City's water quality monitoring requirements and results of recent monitoring, and prepare an inventory of existing water sources and water rights.

Tasks:

- 6.1 Update the detailed descriptions of the existing water sources and treatment.
- 6.2 Document the City's current long-term water supply planning efforts.
- 6.3 Summarize the City's current water rights. Incorporate the proposed valuation of the City's existing water right documents that Mr. Tom Pors will complete.
- 6.4 Perform a water rights evaluation that compares current water rights with existing and projected demands and prepare water right self-assessment forms.
- 6.5 Document water supply characteristics and foreseeable effects from existing and projected future water use on the water quantity and quality of the bodies of water from which the City withdraws supply. Describe water supply characteristics by identifying seasonal source variability, water rights limitations, water reliability and legal constraints. Utilize existing data and studies available from the City.
- 6.6 Provide an overview of existing and future drinking water regulations, the Safe Drinking Water Act (SDWA) and the Endangered Species Act (ESA). Describe the impacts of the regulations on the City.
- 6.7 Identify the water quality monitoring requirements for the City's water system.
- 6.8 Summarize the results and compliance status of recent source and distribution system water quality monitoring.
- 6.9 Identify potential improvements for compliance with the current water quality requirements.

RH2 Deliverables: Summarize the updated evaluation of existing water rights, including descriptions of existing water quality monitoring requirements and results of recent monitoring for City review and comment. Completed water rights self-assessment forms.

ACTIVITY 7 – WATER SYSTEM ANALYSES (CHAPTER 7)

Objective: Provide information to update the existing Water System Analysis (Chapter 7) chapter of the WSP. Evaluate each water system component to identify deficiencies and recommend improvements. Utilize the hydraulic model of the City’s water system to perform hydraulic analyses.

Tasks:

- 7.1 Examine each of the existing pressure zones and identify areas of low and high pressures. Include a table showing each existing zone, it’s maximum and minimum service elevation, and service pressures (at static conditions).
- 7.2 Calculate the quantity of water supply required for the existing and future conditions, and compare those requirements to the system’s existing supply capability.
- 7.3 Identify and describe supply facility deficiencies.
- 7.4 Based on the requirements contained in Washington Administrative Code (WAC) 246-290-235 and the DOH *Water System Design Manual*, calculate the quantity of water storage required for the existing and projected future system and compare those requirements to the existing storage capacity of the system.
- 7.5 Identify and briefly describe storage deficiencies.
- 7.6 Document the hydraulic analysis criteria and hydraulic model settings for the distribution system analyses.
- 7.7 Using the hydraulic model of the water system, perform a steady state hydraulic analysis of the system simulating a peak hour demand condition with no fire flows to determine the pressures and flow distribution during this demand condition.
- 7.8 Perform a steady state fire flow analysis for each node in the system while simulating peak day demands to determine the capability of the existing system to provide adequate flows and pressures and identify existing system deficiencies.
- 7.9 Input future demand data into the hydraulic model’s nodes using the results from the future water demand evaluation. Demand distribution shall be based on estimates of future growth allocations.
- 7.10 Based on the results of the existing system hydraulic analysis and identification of deficiencies, identify and input proposed water system improvements into the model.
- 7.11 Perform a steady-state fire flow analysis for each node in the system while simulating future peak day demands to review that the proposed improvements eliminate existing system deficiencies and are sized properly to accommodate anticipated growth based on meeting the City’s policies and design criteria. Repeat the analyses for the six (6)-year, ten (10)-year and twenty (20)-year projections until existing system deficiencies have been addressed.

- 7.12 Prepare a table that summarizes the results of the existing system and future system fire flow analyses.
- 7.13 Identify and describe distribution system deficiencies and the results of the hydraulic analyses.
- 7.14 Review and discuss known existing system deficiencies and unsuitable pipe materials from data provided by the City.
- 7.15 Evaluate the City's existing pressure reducing valve stations (PRV) and identify deficiencies.
- 7.16 Evaluate the City's existing interties and identify deficiencies.
- 7.17 Evaluate the City's existing booster pump stations (BPS) and identify deficiencies.
- 7.18 Evaluate the City's existing telemetry and supervisory control system and identify deficiencies.
- 7.19 Perform an existing system capacity analysis and a six (6)-year projected system capacity analysis to determine the unused, available system capacity expressed in ERUs. Prepare a six (6)-year projected system capacity analysis with proposed improvements. Document the criteria and results of the analyses.
- 7.20 Meet with City staff to discuss the system analyses, deficiencies and recommended improvements.
- 7.21 Update the following tables, each integrated within the chapter text, and figures.
- Minimum and Maximum Distribution System Pressures
 - Existing Water Supply Evaluation
 - Future Water Supply Requirements
 - Existing Storage Evaluation
 - Future Storage Requirements
 - Hydraulic Analyses Summary
 - Existing System Capacity Analysis
 - Six-year System Capacity Analysis
 - Figure 5 – Existing Pipe Materials
 - Figure 6 – Existing Pipe Diameters

RH2 Deliverables: Descriptions, tables and figures of existing water system analyses for City review and comment. Attendance at one (1) meeting with City staff.

ACTIVITY 8 – OPERATIONS AND MAINTENANCE (CHAPTER 8)

Objective: Provide information to update the existing Operations and Maintenance (Chapter 8) chapter of the WSP. Document the water system's operations and maintenance (O&M) program for use in the WSP.

Tasks

- 8.1 Document the current water staff organization and prepare an organizational chart.

- 8.2 Prepare a table listing all water operations personnel, and their position and certification.
- 8.3 Provide a brief description of the key responsibilities of the water operations personnel.
- 8.4 Provide a list of major equipment, supplies, and chemicals used by the water system.
- 8.5 Based on information collected from City staff during the facility visit, document the current O&M programs, suggest operational changes to improve reliability and service, and identify their associated cost impacts.
- 8.6 Comment on the general impacts and effects of changing water quality requirements regarding operations and maintenance responsibilities.
- 8.7 Identify safety procedures that must be followed for potential work place hazards. Incorporate the existing safety program activities and recent Labor and Industries' inspection reports.
- 8.8 Prepare a brief description of the City's existing Emergency Response Plan (ERP) and Vulnerability Assessment. For security purposes, a copy of the Vulnerability Assessment will not be included in the WSP.
- 8.9 Identify procedures for keeping and compiling records and reports. Provide a general list of records on file and identify where they are filed.
- 8.10 Identify maintenance schedules for each facility.
- 8.11 Evaluate staffing requirements and document recommendations.
- 8.12 Identify operations and maintenance improvements.
- 8.13 Provide the following tables, each integrated within the chapter text.
 - Organization Chart
 - Personnel Certification
 - Major Equipment and Chemicals
 - Staffing Requirements

RH2 Deliverables: Descriptions and tables documenting the City's existing O&M program for use in the WSP. Evaluation and recommendations of staffing requirements.

ACTIVITY 9 – CAPITAL IMPROVEMENT PROGRAM (CHAPTER 9)

Objective: Provide information to update the existing Water System Improvements (Chapter 9) chapter of the WSP. Describe and schedule improvements to address deficiencies identified in the water system analyses. Prepare planning-level cost estimates for each project identified.

Tasks:

- 9.1 Briefly describe water system improvements that have been completed since the last WSP update.
- 9.2 Prepare a list of proposed water system improvements based on the results of the existing system and proposed system analyses. Briefly describe each group of related improvements and the purpose/benefit of the improvements.
- 9.3 Review and make recommendations for changes to the City's existing standards for system

replacements, rehabilitations, and extensions.

- 9.4 Prepare a planning-level approximate cost estimate for each improvement based on current industry prices.
- 9.5 Coordinate with City staff to establish City criteria for prioritizing and scheduling improvements. Prioritization and scheduling will consider other scheduled projects based on information provided by the City.
- 9.6 Schedule improvements based on the results of the City's prioritization.
- 9.7 Prepare a table of capital improvement projects (CIP) that includes an improvement identification number, a brief description of each improvement, the associated cost estimate and the scheduling of the improvements on an annual basis for the first six (6) years and at six (6)-year intervals for the twenty (20)-year planning period.
- 9.8 Describe the criteria and procedures used for prioritizing and scheduling improvements.
- 9.9 Provide the following tables, each integrated within the chapter text, and figures.
 - Improvements Completed since Last WSP
 - Water Main Improvements Priority Ranking Criteria
 - Water Main Improvements Priority Ranking
 - Proposed Improvements Implementation Schedule
 - Figure 7 - Proposed Water System Improvements
 - Figure 8 - Proposed Pressure Zones
 - Figure 9 - Proposed Improvements Hydraulic Profile
- 9.10 Meet with City staff to discuss the water system improvements and the proposed schedule of implementation.

RH2 Deliverables: Draft CIP tables and figures for City review and comment. GIS files containing proposed water main improvements. Attendance at one (1) meeting with City staff.

ACTIVITY 10 – FINANCIAL ANALYSIS (CHAPTER 10)

Objective: Provide overall review and coordination with the City's financial consultant, FCS Group, for preparation of the financial analysis. The City will contract directly with FCS Group for the preparation of the financial analysis chapter of the WSP.

Tasks:

- 10.1 Coordinate with the financial consultant during the project to provide information in support of the financial analysis chapter.
- 10.2 Attend one (1) meeting with City staff and RH2 to review draft and/or final results, if requested by the City, before finalizing the Financial Chapter.

Deliverable: Attendance at one (1) meeting with City, RH2, and FCS Group staff.

ACTIVITY 11 – EXECUTIVE SUMMARY AND APPENDICES

Objective: Update the Executive Summary and prepare the miscellaneous appendices for the WSP.

Tasks:

- 11.1 Update the Executive Summary to include the significant changes that have occurred since the previous WSP was completed.
- 11.2 Obtain from the City a State Environmental Policy Act (SEPA) Checklist and Determination of Non-Significance (DNS) to include in the appendices.
- 11.3 Obtain from the City all service area and intertie agreements and include in the appendices.
- 11.4 Obtain from the City all copies of applicable City resolutions/ordinances and include in the appendices.
- 11.5 Include copies of Water Facilities Inventory (WFI) forms.
- 11.6 Include copies of water right certificates and permits.
- 11.7 Include a copy of the most recent Consumer Confidence Report.
- 11.8 Include a copy of City construction standards.
- 11.9 Include copies of water system facilities data, consistency statement checklists, and agency review comments.

RH2 Deliverables: Miscellaneous appendices for inclusion in the WSP.

ACTIVITY 12 – DRAFT WSP REVIEW AND PRINTING

Objective: Produce 95-percent draft copies of the WSP for review by City staff and update based on comments received from the review.

Tasks:

- 12.1 Develop a cover format that includes the WSP name and revision date.
- 12.2 Bind draft WSP documents in three-ring binder format for easy editing, updating, and cataloging. Print up to five (5) sets of the draft WSP for the City's review.
- 12.3 Meet with City staff to present an overview of the WSP recommendations and discuss comments the 95-percent review.
- 12.4 Revise the WSP based on City review comments.

Deliverables: Up to five (5) sets of the draft WSP in three-ring binder format. Attendance at one (1) meeting with City staff to present an overview of the draft WSP.

ACTIVITY 13 – FINAL DRAFT WSP PRINTING AND PRESENTATION

Objective: Prepare a final draft of the WSP and submit it to review agencies and adjacent water purveyors.

Tasks

- 13.1 Attend one (1) meeting to present the results of the initial planning analyses to City staff, the City Council, and the public. This meeting will be used to meet the public forum requirements of the City's water use efficiency program. Present the water use efficiency goals for adoption by the City Council.

- 13.2 Bind the final WSP documents and print up to ten (10) sets of the WSP and color figures.
- 13.3 Create an electronic PDF document, including chapters, appendices and figures of the WSP. The electronic WSP will contain hyperlinks and an organizational format that will be fully functional. Provide up to five (5) copies of the electronic plan on CD format.
- 13.4 Submit the final WSP to adjacent water systems for review and comment.
- 13.5 Submit the final WSP to the County and DOH for review.

RH2 Deliverables: Up to ten (10) sets of the final WSP in three-ring binder format and five (5) copies in electronic PDF format on CD. Attendance at one (1) meeting to present the final draft WSP to City staff, City Council, and the public. Attendance at one (1) meeting with City staff, the City Council, and the public to review water demand projections and meet water use efficiency program requirements.

ACTIVITY 14 – DOH AND AGENCY REVIEW REVISIONS

At the completion of Activities 1 through 13, the WSP will be in a final format, ready for review by the regulatory agencies and adjacent water purveyors. The number of comments, number of meetings and amount of required WSP modifications from review by the regulatory agencies and adjacent water purveyors are difficult to predict. Therefore, RH2 will prepare a separate scope of work and fee estimate to address review comments, review meetings and final WSP modifications upon receipt of all review comments from the County, DOH, Washington State Department of Ecology, and adjacent water systems.

At the completion of the project, a copy of the computer files of the WSP Word documents, water model and applicable AutoCAD® or GIS figures will be provided to the City.

ADDITIONAL ACTIVITIES

ACTIVITY 15 – ADDITIONAL SERVICES AS REQUESTED BY CITY

Objective: Provide additional services as requested by the City for tasks not identified above.

Tasks:

- 15.1. Prepare four (4) wall maps of the updated existing water system.
- 15.2. Perform additional services requested by the City up to the budget limits indicated in the attached Fee Estimate.

RH2 Deliverables: Four (4) wall maps and other deliverables as requested.

EXHIBIT B

**City of Bonney Lake
Comprehensive Water System Plan Update**

Estimate of Time and Expense

Activity 1	Data Collection and DOH Coordination	\$ 2,700
Activity 2	Introduction and Water System Description	\$ 8,450
Activity 3	Land Use and Population	\$ 5,350
Activity 4	Water Demands	\$ 22,050
Activity 5	Policies and Design Criteria	\$ 2,650
Activity 6	Water Source and Quality	\$ 6,750
Activity 7	Water System Analyses	\$ 26,950
Activity 8	Operations and Maintenance	\$ 7,350
Activity 9	Capital Improvement Program	\$ 14,200
Activity 10	Financial Analysis	\$ 5,000
Activity 11	Executive Summary and Appendices	\$ 2,650
Activity 12	Draft WSP Review and Printing	\$ 15,800
Activity 13	Final Draft WSP Printing and Presentation	\$ 16,100
Activity 15	Additional Services	\$ 14,000
Project Total		\$ 150,000

**EXHIBIT C
RH2 ENGINEERING, INC.
SCHEDULE OF RATES AND CHARGES**

2014 HOURLY RATES

CLASSIFICATION		RATE	CLASSIFICATION		RATE
Professional	IX	\$203.00	Technician	IV	\$131.00
Professional	VIII	\$203.00	Technician	III	\$123.00
Professional	VII	\$195.00	Technician	II	\$92.00
			Technician	I	\$87.00
Professional	VI	\$180.00			
Professional	V	\$172.00	Administrative	V	\$122.00
Professional	IV	\$162.00	Administrative	IV	\$102.00
			Administrative	III	\$88.00
Professional	III	\$151.00	Administrative	II	\$73.00
Professional	II	\$143.00	Administrative	I	\$61.00
Professional	I	\$131.00			

IN-HOUSE SERVICES

In-house copies (each)	8.5" X 11"	\$0.09	CAD Plots	Large	\$25.00
In-house copies (each)	8.5" X 14"	\$0.14	CAD Plots	Full Size	\$10.00
In-house copies (each)	11" X 17"	\$0.20	CAD Plots	Half Size	\$2.50
In-house copies (color) (each)	8.5" X 11"	\$0.90	CAD System	Per Hour	\$27.50
In-house copies (color) (each)	8.5" X 14"	\$1.20	GIS System	Per Hour	\$27.50
In-house copies (color) (each)	11 X 17"	\$2.00	Technology Charge		2.5% of Direct Labor
			Mileage		Current IRS Rate

OUTSIDE SERVICES

Outside direct costs for permit fees, reports, maps, data, reprographics, couriers, postage, and non-mileage related travel expenses that are necessary for the execution of the project and are not specifically identified elsewhere in the contract will be invoiced at cost.

All Subconsultant services are billed at cost plus 15%.

CHANGES IN RATES

Rates listed here are adjusted annually. The current schedule of rates and charges is used for billing purposes. Payment for work accomplished shall be based on the hourly rates and expenses in effect at the time of billing as stated in this Exhibit.

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

Department/Staff Contact: Admin Services / Edvalson	Meeting/Workshop Date: 28 October 2014	Agenda Bill Number: AB14-150
Agenda Item Type: Motion	Ordinance/Resolution Number:	Councilmember Sponsor: Deputy Mayor Swatman

Agenda Subject: Cancellation of the November 11, 2014 regular Council Meeting; December 16, 2014 Council Workshop and December 23, 2014 regular Council Meeting.

Full Title/Motion: A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Cancel The November 11, 2014 Council meeting, Economic Development Committee and Finance Committee Meetings, the December 16, 2014 Council Workshop and Community Development Committee meeting, and the December 23, 2014 Council Meeting, Economic Development Committee and Finance Committee meetings.

Administrative Recommendation: Approve.

Background Summary: Due to the Veterans Day holiday falling on a regular Council meeting date, and recognizing that the City Council has traditionally tried to cancel the last Council meeting and Council Workshop in December, along with associated Council committee meetings, the City Council asked that a motion be prepared for their action to cancel the above meetings.

Attachments: none

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

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	<i>Approvals:</i>	Yes	No
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:	Consent Agenda:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Commission/Board Review:			
Hearing Examiner Review:			

COUNCIL ACTION			
Workshop Date(s):	21 October 2014	Public Hearing Date(s):	
Meeting Date(s):	28 October 2014	Tabled to Date:	

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