

City Council Meeting

April 7, 2026
6:00 PM



<http://www.bonneylake.gov/>

AGENDA

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

The public is invited to attend Council Meetings and Workshops. Options for attending are provided below.

In-Person: Bonney Lake Justice & Municipal Center at 9002 Main Street East in Bonney Lake

By phone: 323-792-6234 (Meeting ID: 678 478 69#)

By internet: Chrome- [TEAMS Meeting Link](#) (Meeting ID: 265 362 442 662 58)

(All public online cameras and microphones will be disabled except during audience comments for anyone who clicks the [raise hand icon](#) or had let the Clerks know your phone number in advance. Only staff and presenters will be visible and unmuted during the entire meeting.)

The City Council may add and take action on other items not listed on this agenda.

I. Call to Order

A. Pledge of Allegiance

B. Roll Call

Mayor Terry Carter, Deputy Mayor Dan Swatman, Councilmember Angela Baldwin, Councilmember Aaron Davis, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler, Councilmember J. Kelly McClimans, and Councilmember Brittany Rock.

C. Agenda Modifications

D. Announcements

1. Recognition Of Achievement
2. Volunteer Appreciation Week Proclamation & Recognition

II. Council Committee Reports

III. Consent Agenda

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

- A. **Approval of Minutes:** February 24, 2026, City Council Retreat and March 3, 2026, Joint Planning Commission Meeting/City Council Meeting Minutes

- B. **Approval of Payroll:** February 16-28, 2026 For Checks #35407-35417 Including Direct Deposits and Electronic Transfers Totaling \$983,183.55. **Voids:** None.
- C. **Approval of Payroll:** March 1-15, 2026 For Checks #35418-35423 Including Direct Deposits and Electronic Transfers Totaling \$860,233.29. **Voids:** None.
- D. **Approval of Accounts Payable and Utility Refund/Checks/Vouchers:** For Checks/Vouchers #101079 to #101202, and Wire Transfers #20260121, #20260220, #20260312, #20260309, #2026305, and #51113225 in the amount of \$1,257,095.36. For Checks/Vouchers #101203 to #101289, and Wire Transfers #202603261, #202603262, #20260320, #51394717, and #20260302 in the amount of \$627,634.55. For Wire Transfer #20260228 For City Purchasing Cards in the amount of \$60,823.35. **Voids:** Check #100977, replaced with #101114. Check #1000682, replaced with #101205.

IV. Full Council Issues

- A. **AB26-30** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing Use Of Up to \$52,000 Of The General Fund Ending Balance To Complete Abatement Of The Real Property Located At 7222 188th Street E, Bonney Lake, Pierce County, Washington.
- B. **AB26-32** - An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Adopting Findings That The Maintenance Of A Central Index Of Records Is Unduly Burdensome And Establishing Policies For Public Access To Records; Providing For Severability And Corrections; And Establishing An Effective Date.

V. Audience Comments

Limited to 5 minutes for each speaker.

VI. Council Open Discussion

VII. Workshop Discussion Items

- A. **Review of Minutes:** March 10, 2026 City Council Minutes
- B. City Council Budget Goals and Objectives Review

VIII. Executive/Closed Session

Pursuant to RCW 42.30.110 and/or RCW 42.30.140, the City Council may hold an executive or closed session. The topic(s) and duration will be announced prior to the session.

IX. Adjournment

Anything submitted at the Meeting will be added to the end of the packet the next day.

The City of Bonney Lake does not discriminate on the basis of disability, race, color, or national origin in its programs, services, or activities. If you need language assistance, translation, or an auxiliary aid, service, or policy modification to fully participate, please [email the City Clerk's Office](#) or call at 253-862-8062 (TTY 711) at least 5 business days before the event; later requests will be honored when feasible.



PROCLAMATION

WHEREAS, April is National Volunteer Month in the United States - a time dedicated to recognizing the profound impact of service and honoring those who lend their time, talent, and passion to strengthen our communities; and

WHEREAS, volunteers are the heart and soul of our city, offering their energy to support the well-being of our residents and the vitality of our local institutions; and

WHEREAS, National Volunteer Week 2026, held April 19–25, provides a focused opportunity to celebrate the selfless dedication of individuals who improve lives daily within our schools, hospitals, nonprofits, parks, senior centers, and local neighborhoods; and

WHEREAS, in 2026, we particularly recognize the critical role of volunteers in fostering sustainable development, building community resilience, and advancing our shared environmental, social, and economic goals; and

WHEREAS, the generous service of volunteers creates a powerful ripple effect, inspiring others to join in the work of addressing our most pressing challenges and building a brighter future for all; and

WHEREAS, the dedication of our volunteers embodies the spirit of compassion and kindness that defines us as a community, providing hope and vital support to those in need; and

WHEREAS, on behalf of the residents of Bonney Lake, the city wishes to extend its deepest gratitude to the many dedicated volunteers who give so generously of their time and abilities.

NOW, THEREFORE, I, Terry Carter, Mayor of Bonney Lake, do hereby proclaim April 19–25, 2026, as:

Volunteer Appreciation Week

VOLUNTEER APPRECIATION WEEK in Bonney Lake and call upon all residents to recognize the vital contributions of our volunteers and to participate in activities that honor their commitment to our community.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Bonney Lake to be affixed this 7th day of April 2026.

Terry Carter, Mayor

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

Agenda Bill Number:

Agenda Item Type: None

Presenter: Kandice Besaw, Records & Disclosure
Coordinator

City Strategic Goal Category: None

Department/Division Submitting: Admin

**Impacted Departments That Received
Notification:** None

Full Title/Motion: Approval of Minutes: February 24, 2026, City Council Retreat and March 3, 2026, Joint Planning Commission Meeting/City Council Meeting Minutes

Short Background Summary:

minutes

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

City Council Meeting

March 3, 2026

6:00 PM

Minutes



<http://www.bonneylake.gov/>

Location: The physical location of the Council Meeting was at the Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington. The public was also given the option to call in or attend virtually the Council Meeting.

I. Call to Order

Deputy Mayor Swatman called the meeting to order at 6:00 p.m.

A. Pledge of Allegiance

Deputy Mayor Swatman led the audience in the Pledge of Allegiance.

B. Roll Call

City Clerk Sadie Schaneman noted for the record that Mayor Carter was not in attendance. In addition to elected officials attending were Deputy Mayor Dan Swatman, Councilmember Angela Baldwin, Councilmember Aaron Davis, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler, and Councilmember Brittany Rock. Councilmember J. Kelly McClimans was in virtual attendance.

C. Roll Call

Planning Commission

Commissioner Grant Sulham, Commissioner Jessica Bennion, Commissioner Brad Doll, Commissioner Sara Hallstead, Commissioner Ernie Gilmer, and Commissioner Jeffery Wilkins. Commissioner Debbie Strous-Boyd was absent.

Staff members in attendance at the physical location were City Administrator John P. Vodopich, Police Chief Mark Berry, Administrative Services Director Chuck McEwen, Public Services Director Jason Sullivan, Development Services Manager Lauren Balisky, City Clerk Sadie Schaneman, and Records & Disclosure Coordinator Kandice Besaw.

Staff members in virtual attendance were Assistant to City Administrator Leslie Harris.

D. Agenda Modifications

None.

II. Planning Commission & Council Open Discussion

A. AB26-26 - Joint City Council-Planning Commission Meeting

Introduced by Public Services Director Sullivan and Development Services Manager Balisky who provided an overview of the Work Plan packet and requested that the Council and Planning Commission review the materials. Specifically, seeking feedback on the general ranking of primary tasks to provide the Public Services Department with clear direction on how to proceed. The Council and Planning Commission discussed and shared their concerns, including:

- Future Outlook for the Dog Park
- Park Board Governance
- Work Item Prioritization

Public Services Director Sullivan and Development Services Manager Balisky will work on making amendments as directed by Council and bring to the next Council Meeting for Full Council Discussion.

B. ** End of Special Joint City Council & Planning Commission Meeting**

Followed by Regular Council Items.

Deputy Mayor Swatman ended the Joint City Council & Planning Commission Meeting at 7:07 p.m. and opened the Regular Council Meeting at 7:08 p.m.

III. Council Committee Reports

Community Development Committee. Councilmember Fullerton reported the Community Development Committee met in person and virtually today. The Committee discussed the 2025 permit summary report, had open discussion about the community garden and approved their minutes.

IV. Consent Agenda

Councilmember Baldwin moved to Adopt Consent Agenda. Councilmember Fullerton seconded the motion.

Motion approved 7 – 0.

- A. **Approval of Payroll:** February 1-15, 2026 For Checks #35401-35406 Including Direct Deposits and Electronic Transfers Totaling \$874,260.43. Voids: None.
- B. **AB26-16** - A Resolution of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Contract With Witherspoon Brajcich Mcphee, PLLC, To Provide Hearing Examiner Services And Reappointing The Hearing Examiner.
- C. **AB26-20** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Approve The Professional Services Agreement With RH2 Engineering, Inc. To Complete The American Water Infrastructure Act Risk And Resilience Assessment And Emergency Response Plan Update.

V. Full Council Issues

- A. **AB26-18** - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Renaming Downtown Park To Veterans Memorial Park And Directing Staff To Work With The Greater Bonney Lake Veterans Memorial Committee To Update The 2012 Memorandum Of Understanding.

**Councilmember Hubler moved to Approve Resolution AB26-18.
Councilmember Davis seconded the motion.**

Public Services Director Jason Sullivan explained the naming procedure. Council had no discussion.

Motion 7 – 0.

- B. **AB26-27** - A Motion of the City Council of the City of Bonney Lake, Pierce County, Washington, To Amend The 2025-2026 Planning Commission Work Plan Adopted Under Resolution 3263

Councilmember Baldwin moved to Approve AB26-27. Councilmember Hubler seconded the motion.

Public Services Director Sullivan suggested to have this item brought back for approval at the next Council Meeting with the amendments that Council gave direction on.

Councilmember Fullerton moved to Postpone AB26-27 until the next Council Meeting. Councilmember Hubler seconded the motion.

Motion approved to Postpone 7 – 0.

VI. Audience Comments

For efficient use of city resources, comments will be a short summary and not verbatim. An audio recording is available on the [state digital archives](#) and [public portal website](#) if you are needing a complete review of comments.

Julian Ametsitsi, Spoke about the CEPA Review and Lakeridge 748 Reservoirs Project.

Dan Decker, Spoke about the lack of access, accountability and fairness within the court system.

VII. Council Open Discussion

Councilmember Fullerton:

House Bill 2015. Shared an update that Pierce County voted in favor of a jurisdiction-wide sales tax increase.

Councilmember Baldwin:

Phishing. Requested clarification on the City’s official protocol for handling and reporting spam emails.

Councilmember McClimans:

Council Salary. Brought forward the topic of Mayor and Councilmember compensation.

Assistant to City Administrator Leslie Harris:

Arts Commission. Requested a Councilmember to help judge for the utility art box wrapping project. Councilmembers Baldwin, McClimans, and Fullerton expressed interest in the role.

AWC Classes. Inquired which members would like to attend the Washington Collaborative Elected Leaders Institute this year. Councilmembers Baldwin, Davis, Hubler, and Deputy Mayor Swatman indicated their interest.

VIII. Workshop Discussion Items

A. **Review of Minutes:** February 10, 2026, City Council Minutes and February 17, 2026, City Council Minutes.
The draft minutes were forwarded to the March 10, 2026, Meeting for approval.

B. Reroof Permits

Introduced by Councilmember Rock who expressed residents should not have to get a permit to re-roof their houses. The Council discussed and shared their concerns, including:

- Not requiring a permit
- Trust homeowners to act responsibly
- How long would it take to pass the ordinance amendment

There was Council consensus to place the item on a future Council Meeting agenda for discussion.

C. A Motion of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing The Mayor to Sign The First Amendment To Lease Agreement Between City Of Bonney Lake And Goodroots Northwest

Introduced by Public Services Director Sullivan, who gave an overview of the lease agreement to add more lockers in the Justice & Municipal Center parking lot. The Council discussed and shared their concerns, including:

- Funding sources
- Mobile storefront and new tower installations.
- Distribution needs and volunteers

There was Council consensus to place the item for action on the next Council agenda under the Consent Agenda.

D. Allen Yorke Paid Parking Update

Introduced by Public Services Director Jason Sullivan, who gave an overview of paid parking since implemented. The Council discussed and shared their concerns, including:

- Re-approaching the fee structure
- Experienced a significant decrease in issues since implementation.
- Fees directly support the Park Fund

There was Council consensus to have administration research capabilities of adding time per hour after the minimum four (4) hours and bring forward to a future Council Meeting for discussion.

IX. Executive/Closed Session

None.

X. Adjournment

At 8:27 p.m. the Meeting was adjourned by Deputy Mayor Swatman with the common consent of the City Council.

Sadie A. Schaneman, MMC, City Clerk

Dan Swatman, Deputy Mayor

Items presented to Council at the March 3, 2026, Meeting for the record:

1. Lakeridge 748 Reservoirs Project Map – Julian Ametsitsi

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

City Council Meeting

**February 24, 2026
4:00 PM**



<http://www.bonneylake.gov/>

Minutes

Location: Bonney Lake Public Services Center, 21719 96th St. E., Buckley, Washington, 98321. The public was also given the option to ask for accommodations to attend.

I. 4:00 pm Dinner (Not open to public)

II. 4:15 pm Call To Order And Roll Call

Deputy Mayor Swatman called the meeting to order at 4:15 p.m.

In addition to Mayor Carter, elected officials attending were Deputy Mayor Dan Swatman, Councilmember Angela Baldwin, Councilmember Aaron Davis, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler, and Councilmember Brittany Rock. Councilmember J. Kelly McClimans was remote.

Staff members in attendance at the physical location were City Administrator John P. Vodopich, Police Chief Mark Berry, Chief Finance Officer Cherie Reiersen, Administrative Services Director Chuck McEwen, Municipal Judge Anneke Berry, Judicial Branch Administrator Geri Resch, Public Services Director Jason Sullivan, Assistant to the City Administrator Leslie Harris, City Clerk Sadie Schaneman, and Records & Disclosure Coordinator Kandice Besaw.

III. 4:20pm Retreat Introduction And Ground Rules

Deputy Mayor Swatman thanked everyone for attending and went over the ground rules for sharing the floor, being respectful, and listening.

IV. 4:25pm Around The Horn: 5 Minutes Each Councilmember

A. I Ran For Election/Re-Election To The City Council Because

B. What I Hope The City Accomplishes During My Time On The Council Is

C. What I Think The City Needs To Work On Most Is

Each Councilmember and the Mayor took turns explaining why they ran for election, what they hope to accomplish, and what they feel the city needs to work on.

Deputy Mayor Swatman ran for election to work with the Council and to get the perspective of others. He hopes to accomplish having a mature budget and feels the city needs to work on budgeting.

Councilmember Davis ran for election because he grew up in Bonney Lake, is interested in the community, and working with dedicated staff. He hopes to strengthen public safety, infrastructure growth, and keeping the integrity of Bonney Lake. He feels the city needs to work on the Bonney Lake sports complex plan, the veterans' memorial, and improvements at Allan Yorke Park.

Councilmember Fullerton ran for election because she likes the current Council and feels everyone is on the same page. She would like to accomplish a good budget without raising taxes and making sure police get funding. She feels the city needs to work on the permitting process.

Councilmember Hubler ran for election to work on parks and making Bonney Lake safer for pedestrians. She hopes to accomplish bringing down labor costs and feels the city needs to work on the veterans' memorial and finishing midtown park.

Councilmember Baldwin ran for election because she wanted to listen to constituents and help them get their voice heard. She wants to accomplish the veterans memorial and finding better ways to communicate with public legislators. She feels the city needs to work on public safety and keeping small government.

Councilmember Rock ran for election to serve the citizens of Bonney Lake, give the community the type of government they want, to advocate for the city, and balance the state and community. She wants to make sure decisions that are made are in the best interest of the city and feels the city needs to work on keeping costs down and not have all decisions be in the best interest of the state.

Councilmember McClimans ran for election because he lives in Bonney Lake and his family is here. He wants to keep government small and feels the city needs to work on growing the city but not the government.

Mayor Carter ran for election because he likes the current Council and the great staff. He wants to set an example for others and leave the city better off than it was before.

V. 5:00pm Chief Financial Officer Budget Forecast

A. General Fund Balance History

Introduced by Chief Financial Officer Reiersen who gave an overview of the general fund. The Council discussed and shared their concerns, including:

- General fund continuing to go down
- Causes

B. Revenue vs Expenses

Introduced by Chief Financial Officer Reiersen who gave an overview of the revenues and expenses. The Council discussed and shared their concerns, including:

- The net balance does not include limited-term positions or recruitments
- Why revenue is down

VI. 5:30pm Expense Discussion

The Council discussed and shared their concerns, including:

- The increase in community development
- The importance of limited-term employees
- Moving funds around
- Insurance rates
- Sales tax
- Recreation program costs
- Emergency management costs
- Special events need to be more donation-based
- Permit fees
- Animal control increases
- Needing more staff for public disclosures
- The fluctuation in other revenue sources
- Bringing disc golf to midtown park

VII. 6:00pm Revenue Streams

A. B & O Taxes

The Council discussed and shared their concerns, including:

- How to not have small business be effected
- Effects on big box stores
- Timeline to implement

Council decided not to go forward with this item at this time.

B. Car Tab Tax - No Advance Material

The Council discussed and shared their concerns, including:

- Can only be used for streets
- Hardship on residents

Council decided not to go forward with this item at this time.

C. Public Safety Tax

The Council discussed and shared their concerns, including:

- What tax can be used for
- The estimated amount
- Hardship on Residents

Council asked the administration to bring forward an Ordinance to implement the Public Safety Tax to a future Council Meeting.

VIII. 6:30pm Rest Break As Needed

IX. 6:40pm New Website Update Discussion

A. ADA Compliance For Videos

Introduced by City Clerk Schaneman who gave an overview of the ADA requirements for posting videos. The Council discussed and shared their concerns, including:

- Options for audio descriptions
- Costs for compliancy
- Necessity
- Types of videos

There was Council consensus to not post meeting videos at this time due to costs.

X. 7:00pm Open Discussion

XI. 7:45pm Goal Review and Prioritization

There was consensus of the Council to table the goal review and prioritization discussion for a future council workshop.

- A. Addition Of Items To Add To Goals
- B. Discuss List Of Goals And Add/Strike Items As Desired
- C. Prioritize Goal/Project List

XII. Adjournment

At 8:05 p.m. the Meeting was adjourned by eputy Mayor Swatman with the common consent of the City Council.

Sadie A. Schaneman, MMC, City Clerk

Dan Swatman, Deputy Mayor

Items presented to Council at the February 24, 2026, Meeting for the record: None.

Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are added to the back of the packet the next day. 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)

Agenda Bill Number:

Agenda Item Type:

Resolution

Presenter:

Jessica Yanak, Payroll Accountant

City Strategic Goal Category:

None

Department/Division Submitting:

Finance Staff

Impacted Departments That Received Notification:

Finance

Full Title/Motion: Approval of Payroll: February 16-28, 2026 For Checks #35407-35417 Including Direct Deposits and Electronic Transfers Totaling \$983,183.55. **Voids:** None.

Short Background Summary:

Approval of Payroll: February 16-28, 2026 For Checks #35407-35417 Including Direct Deposits and Electronic Transfers Totaling \$983,183.55. **Voids:** None.

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

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

Agenda Bill Number:

Agenda Item Type: Resolution

Presenter: Jessica Yanak, Payroll Accountant

City Strategic Goal Category: None

Department/Division Submitting: Finance Staff

Impacted Departments That Received Notification: Finance

Full Title/Motion: Approval of Payroll: March 1-15, 2026 For Checks #35418-35423 Including Direct Deposits and Electronic Transfers Totaling \$860,233.29. **Voids:** None.

Short Background Summary:

Approval of Payroll: March 1-15, 2026 For Checks #35418-35423 Including Direct Deposits and Electronic Transfers Totaling \$860,233.29. **Voids:** None.

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

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

Agenda Bill Number:

Agenda Item Type:

Resolution

Presenter:

Norielle Hernandez, Accounting Specialist II

City Strategic Goal Category:

None

Department/Division Submitting:

Finance Staff

Impacted Departments That Received Notification:

Finance

Full Title/Motion: Approval of Accounts Payable and Utility Refund/Checks/Vouchers: For Checks/Vouchers #101079 to #101202, and Wire Transfers #20260121, #20260220, #20260312, #20260309, #2026305, and #51113225 in the amount of \$1,257,095.36. For Checks/Vouchers #101203 to #101289, and Wire Transfers #202603261, #202603262, #20260320, #51394717, and #20260302 in the amount of \$627,634.55. For Wire Transfer #20260228 For City Purchasing Cards in the amount of \$60,823.35. **Voids:** Check #100977, replaced with #101114. Check #1000682, replaced with #101205.

Short Background Summary:

AP Numbers 03/12/26 and 03/26/26

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

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

Agenda Bill Number:	AB26-30 -
Agenda Item Type:	Resolution
Presenter:	Lauren Balisky, Development Services Manager, Shailey Wilkinson, Jason Sullivan, Public Services Director
City Strategic Goal Category:	Public Safety Vision
Department/Division Submitting:	Public Services Staff
Impacted Departments That Received Notification:	Public Services Police Department Finance

Full Title/Motion: A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing Use Of Up to \$52,000 Of The General Fund Ending Balance To Complete Abatement Of The Real Property Located At 7222 188th Street E, Bonney Lake, Pierce County, Washington.

Short Background Summary:

PURPOSE

City Council requested that code enforcement abatement actions and associated budget requests be evaluated on a case-by-case basis. The purpose of this item is for the Council to decide whether to adopt a resolution directing use of the General Fund Ending Balance to complete the abatement of the subject property. Resolution AB26-30 is available in **Attachment A**.

LOCATION

7222 193rd Ave E
Bonney Lake, WA 98391
Pierce County Tax Parcel Number 7110000963

BACKGROUND

The City has been receiving complaints regarding the subject property since at least 2016. An overview of the case history and typical photos of the subject property are available in **Attachment B**.

In 2023, the City began the unfit dwelling process authorized under [Revised Code of Washington \(RCW\) Chapter 35.80](#) and [Bonney Lake Municipal Code \(BLMC\) 14.130.160](#). Due to a series of deaths and questions about probate in this case, a stipulated order by the Bonney Lake Hearing Examiner was not signed until December 2024. A copy of the stipulated order as recorded in January 2025 is available in **Attachment C**.

Since the stipulated order was issued, the City has boarded up and monitored the subject property while obtaining an asbestos survey and quotes for its abatement. In addition to the efforts of code enforcement staff, the Police Department has received 93 calls to the subject property since January 1, 2020.

ABATEMENT NEEDED

Actions needed to abate the subject site include:

- Demolition of the primary and accessory structures
- Removal of all trash and rubbish
- Capping of all utilities
- Temporary erosion control measures

Staff obtained a quote from a responsible bidder for this work, available in **Attachment D**. The total estimated cost for this work, including a 15% contingency, is **\$51,994.43**. If approved, the total cost of the abatement, including staff and attorney time, would be filed against the property and paid as part of the taxes due. The City would receive the funds back, with interest, within one (1) to four (4) years.

PRIOR ABATEMENT AND REIMBURSEMENT

In 2024, the City filed a tax lien for nuisance abatement in the amount of \$11,944.02. This amount, with interest, was repaid at the beginning of 2025 with the taxes due. See Page 3 showing the amount due and Page 4 for receipt of payment in **Attachment E**.

SAFETY COMMITTEE

Staff met with the Safety Committee on March 10, 2026. The Committee directed staff to prepare a resolution for discussion and a decision by the full council.

Budget Explanation:

Staff is requesting \$52,000.00 from the General Fund Ending Balance to complete the abatement. This expense was not included in the 2025/2026 budget.

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting: Hearing Examiner - Unfit Dwelling Hearing

Date of Committee/Commission/Examiner Meeting: 11/1/2024

Date of Committee/Commission Public Hearing: 3/10/2026

Committee/Commission/Examiner Meeting Decision: Stipulated Order (see **Attachment B**)

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

RESOLUTION NO. XXXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AUTHORIZING USE OF UP TO \$52,000 OF THE GENERAL FUND ENDING BALANCE TO COMPLETE ABATEMENT OF THE REAL PROPERTY LOCATED AT 7222 188TH STREET E, BONNEY LAKE, PIERCE COUNTY, WASHINGTON.

WHEREAS, in 1959, the Washington State Legislature enacted the Cities-Minimum Housing Standards Act, codified as Chapter 35.80 of the Revised Code of Washington (RCW), that allows cities to adopt an ordinance to define what constitutes housing to be unfit for human habitation; and

WHEREAS, the City adopted Ordinance 988 on August 26, 2003, that contained provisions for unfit dwellings; and

WHEREAS, the City has been receiving complaints and investigating the real property located at 7222 188th Street E, Bonney Lake, Pierce County, Washington, since at least 2016; and

WHEREAS, on December 18, 2024, after a hearing as required by Bonney Lake Municipal Code 14.130.160, the Hearing Examiner issued a Stipulated Order determining that the premises is unfit for human habitation and authorizing the City to complete abatement; and

WHEREAS, the Police Department has received 93 calls for service since January 1, 2020; and

WHEREAS, staff solicited at least one quote from the MRSC Roster, with the lowest quote being in the amount of \$45,212.55, including tax; and

WHEREAS, staff presented the proposal to abate the violation utilizing end funding balance to the Public Safety Committee on March 10, 2026; and

WHEREAS, in accordance with RCW 35.80.030(1)(h), the cost of abatement will be added to the property tax assessed against the property, which will be due with that year's property taxes;

WHEREAS, the Public Safety recommended moving the item forward for a full City Council discussion; and

WHEREAS, City Council has requested to approve abatement actions and associated budget requests on a case-by-case basis. Staff requests the quoted amount plus a 15% contingency.

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

Section 1. Use of General Fund Ending Balance Authorized. The Mayor is authorized to direct City staff to use up to \$52,000 of the General Fund Ending Balance for the abatement of the real property located at 7222 188th Street E, Bonney Lake, Pierce County, Washington.

PASSED by the City Council this __ day of _____ 20__.

Terry Carter, Mayor

AUTHENTICATED:

Sadie A. Schaneman, MMC, City Clerk



7222 193rd Ave. E.

Bonney Lake, WA 98391

Violation Number: Cityworks 708

- September 23, 2016, Notice of Potential Violation sent for junk vehicles
- October 3, 2018, Request for Action
- October 15, 2018, the City issued a Notice of Violation to the property owner.
- November 19, 2018, Property owner signed a 6-month work plan.
- May 2021, property owner passed away.
- On July 5, 2022, the City issued a Notice of Violation to the property owner and to the current residents of the Property.
- On August 16, 2022, Marshall and the City agreed to a Code Enforcement Work Plan.
- February 2023, Marshall passed away.
- On March 31, 2023, the City issued a Notice of Violation and order to Binning for no water service.
- On May 17, 2023, the City issued a Notice of Potential Unfit Dwelling to Binning and current residents.
- On June 6, 2023, Code Enforcement confirmed that the Property continued to lack water service.
- On August 21, 2023, a hearing regarding the First Complaint was held.
- On November 6, 2023, Hearing Examiner Olbrechts issued an Order declaring the structure unfit.
- February 1, 2024, Property vacated and boarded up by the City per Orders issued on November 6, 2023.
- May 2, 2024, June 4, 2024, December 4, 2024, January 14, 2025, February 13, 2025, the City resecured the structure after break-ins.
- November 1, 2024, second hearing requesting to demolish the unsafe structure.
- December 20, 2024, Stipulated Order signed by both parties.

Photo the boarded up primary structure, taken on December 4, 2024. The vegetation is overgrown and the roof has holes in it. There are debris strewn across the porch. Violations in this photo are uninhabitable/unsafe structure and unsanitary living conditions, along with unsecured rubbish and trash and overgrown vegetation.



Photo of the southern portion of the primary structure taken on February 1, 2024. The roof and window are covered with tarps and plastic to keep rain out of the failing portions of the structure. There are trash and rubbish surrounding the structure. Violations in this photo are uninhabitable/unsafe structure and unsanitary living conditions, along with unsecured rubbish and trash.



Photo looking south at the front porch of the boarded up primary structure, take on October 31, 2024. The porch is filled with debris, rubbish and trash. Violations in this photos are uninhabitable/unsafe structure and unsanitary living conditions.



This photo is looking north into an enclosed portion of the front porch, taken on February 1, 2024. The enclosed area blocks a point of ingress/egress for the primary structure and is filled from floor to ceiling with furniture items and boxes and rubbish. Violations in this photos are uninhabitable/unsafe structure and unsanitary living conditions.



Photo looking north, behind the primary structure, taken February 1, 2024. There are several piles of trash and rubbish. Violations in this photo are unsecured trash and rubbish.



Photo looking southeast from the back door of the primary structure, taken on December 4, 2024. The back porch cover is caving in and the porch trash and rubbish stacked several feet high. Violations in this photo are unsafe structures and unsecured trash and rubbish.



Photo of the kitchen inside the primary structure taken on April 24, 2025. There are trash, rubbish and soiled carpets along with large portions of the ceiling caving in. Violations in this photo are uninhabitable structure and unsanitary living conditions.



April 24, 2025 9:09 AM

Photo of one of the bathrooms inside the primary structure, taken April 24, 2025. The bathroom is filled with miscellaneous items, trash and rubbish and there is a piece of the ceiling that has fallen into the bathtub. Violations in this photo are uninhabitable/unsafe structure and unsanitary living



April 24, 2025 9:18 AM

conditions.

Photo of a bathroom inside the primary structure, taken on April 24, 2025. The toilet is full of dirty water, and the bathtub has pieces of the collapsing ceiling in it. Violations in this photo are uninhabitable/unsafe structure and unsanitary living conditions.



Photo looking at the living room ceiling that is collapsing, taken on April 24, 2025. The ceiling is falling off in large portions, from water damage. There is exposed insulation and portions of the ceiling hanging down. Violations in this photo are an uninhabitable/unsafe structure.



Name & Return Address:

City of Bonney Lake

21719 96th St. E.

Buckley, WA 98391

Washington State Recorder's Cover Sheet (RCW 65.04) Please print legibly or type information.

Document Title(s) Stipulated Order
Grantor(s) City of Bonney Lake ____ Additional Names on Page <u>1</u> of Document
Grantee(s) Estate of Ronald Binning Jr. ____ Additional Names on Page <u>1</u> of Document
Legal Description (Abbreviated: i.e., lot, block & subdivision name or number OR section/township/range and quarter/quarter section) Section 28 Township 20 Range 05 Quarter 42 RAINIER VISTA L 2 S P Complete Legal Description on Page <u>2</u> of Document
Auditor's Reference Number(s)
Assessor's Property Tax Parcel/Account Number(s) 7110000963
Non Standard Fee \$50.00 By signing below, you agree to pay the \$50.00 non standard fee. I am requesting an emergency non standard recording for an additional fee as provided in RCW 36.18.010. I understand that the recording processing requirements may cover up or otherwise obscure some part of the text of the original document. _____ Signature of Party Requesting Non Standard Recording NOTE: Do not sign above or pay additional \$50.00 fee if document meets margin/formatting requirements. The Auditor/Recorder will rely on the information provided on this cover sheet. Staff will not read the document to verify the accuracy or completeness of the indexing information provided herein.

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IN FRONT OF THE HEARING EXAMINER FOR
THE CITY OF BONNEY LAKE

CITY OF BONNEY LAKE,

Plaintiffs,

vs.

THE ESTATE OF RONALD BINNING, JR.,
RONALD BINNING JR. AND UNKNOWN
HEIRS, AND ANY SUCCESSORS IN
INTEREST TO 7222 193RD AVE E, BONNEY
LAKE, WA and 7222 193RD AVE E, BONNEY
LAKE, WA, *in rem*,

Defendants.

NO. Cityworks 708

Parcel No. 7110000963

STIPULATED ORDER

COMES NOW the Plaintiff, City of Bonney Lake (“City” or “Bonney Lake”), by and through its attorneys of record, Jennifer S. Robertson and Maili C. Barber of the law firm of Inslee, Best, Doezie & Ryder, P.S., and Defendant, Carlin Redmond, Personal Representative of the Estate of Ronald Lee Binning Jr. (“Estate”), per the Pierce County Superior Court 24-4-01330-2 and through his attorney of record, Stephen William Fisher, do hereby stipulate to the following conditions regarding the property (“Property” or “Premises”), located at 7222 193rd Ave E., Bonney Lake, WA, Parcel Number 7110000963, and legally described as follows:

1 LOT 2 OF PIERCE COUNTY SHORT PLAT NO. 8206150180, RECORDS
 2 OF PIERCE COUNTY, WASHINGTON.
 3 SITUATE IN THE COUNTY OF PIERCE, STATE OF WASHINGTON
 4 as authorized by the City of Bonney Lake Hearing Examiner, the Bonney Lake Municipal Code
 5 (BLMC), and Revised Code of Washington State (RCW).

6 **I. PARTIES STIPULATE**

7 The parties hereby stipulate and agree as follows:

8 1.1 All sections of the Complaint and Notice of Hearing dated September 18, 2024
 9 are true and accurate except as noted in 1.2 below.

10 1.2 Section 1.1 of the Complaint and Notice of Hearing dated September 18, 2024,
 11 is corrected to confirm that the City is a municipal corporation, organized under Title 35A RCW,
 12 doing business in Pierce County, Washington, and is fully authorized to bring this action. Per
 13 RCW 35A.21.160, code cities are granted the same powers as any other class of city in
 14 Washington State and the previous scrivener’s error is innocuous.

15 1.3 The Complaint and Notice of Hearing and all exhibits are entered into the record.

16 1.4 The following are attached and entered into the record:

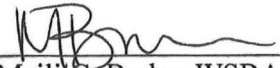
17 1.4.1 A supplemental report from Community Services Officer Harrison
 18 regarding calls for service by the Bonney Lake Police Department
 19 between February 1, 2024, and October 24, 2024, prepared on October
 20 24, 2024; and

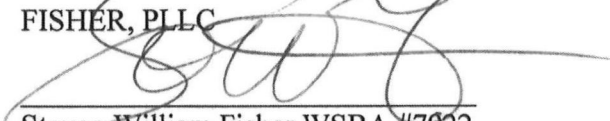
21 1.4.2 Additional pictures taken by Code Enforcement Officer Wilkinson on
 22 October 31, 2024.

1 It is so stipulated this _____ day of November, 2024.

2 Presented by:

3 INSLEE, BEST, DOEZIE & RYDER, P.S.

4  12/20/2024
Maili C. Barber WSBA #38470
Attorney for the City of Bonney Lake

6 FISHER, PLLC
7 
Steven William Fisher WSBA #7022
Attorney for the Defendant

8
9 **II. ORDER**

10 2.1 The Premise was previously ordered as unfit for human habitation because it
11 lacks adequate sanitary facilities and violates the BLMC. The structure and Premises have not
12 improved since the original order and is in need of demolition;

13 2.2 The service of the Complaint was proper;

14 2.3 The continuing prohibition of people living or entering the Property and boarding
15 up the structure to prevent dangerous inhabitation is necessary;

16 2.4 The City is authorized to apply for and obtain any permits necessary to carry out
17 the demolition or to support other abatement actions related to this case and order;

18 2.5 The City may lawfully enter the structure(s) and Property, to accomplish the
19 following:

20 2.5.1 Demolition of the residence and accessory structure(s);

21 2.5.2 Abatement of violations;

22 2.5.3 Securing the site using fencing or other appropriate means;

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2.5.4 Remediation of the Property as necessary for public safety;

2.5.5 Installing signage prohibiting entry; and

2.5.6 Maintaining the vegetation to prevent fire hazard.

2.6 It is ordered that the Property is to remain vacant, and no unauthorized persons be allowed to enter the Property prior to, during, or after the demolition and until authorized by the City. Representatives of the estate cannot access the site without prior approval of the City and cannot authorize other persons to access the site. "Authorized persons" will be deemed solely by the City;

SWF
Initial
MLB

2.7 The Estate agrees that this Order provides additional authority and permission to the City to trespass any unauthorized person who enters the Property, to include representatives of the estate that access the property without prior approval of the City. The Estate will also sign a Trespass Agreement with the City;

2.8 As a result of the Hearing Examiner Order dated November 6, 2023, the Property has no valid certificate of occupancy;

2.9 It is ordered that the Property shall remain vacant consistent with Section 2.6 above until a habitable structure is lawfully permitted, the City grants final approval of such structure, and a certificate of occupancy is issued by the City. Until a certificate of occupancy is issued, no camping is allowed, and no unauthorized persons or vehicles shall enter or access the Property. "No Trespassing" signs shall be posted on the Property, and the police department is authorized to enforce trespass laws, including formally trespassing any unauthorized persons found on the Property. Unauthorized vehicles shall be subject to towing, and the cost of towing shall be considered part of the abatement cost as discussed in Section 2.10.

2.10 It is ordered that all costs incurred by the City in this action, including

STIPULATED ORDER- Page 4

INSLEE Skyline Tower
Suite 1500
BEST 10900 NE 4th Street
Bellevue, WA 98004
425.455.1234 | www.insleebest.com

1 demolition, abatement, code enforcement, attorney’s fees, and all related expenses such as
2 hauling, storage, demolition, remediation, disposal expenses, permit fees, securing the site,
3 signage, vegetation maintenance, towing, and contractor supervision, shall be assessed against
4 the Property, per BLMC 14.130.150. All costs paid out by the City associated with this case
5 shall be considered “direct and indirect personnel costs.”

6 2.11 This Order shall be recorded on the Property.

7 2.11.1 The final costs resulting from this Order shall be shared with the Estate,
8 which will have 15 days to review from the date of service of the final
9 costs as defined in BLMC 14.13.050.B.

10 2.11.2 The amount of the costs shall be subject to appeal in the same manner as
11 an administrative determination under BLMC 14.10.140. The Estate shall
12 bear the burden of establishing that the final costs are incorrect.

13 2.11.3 If no timely request for clarification or appeal of the final costs is
14 received, the final costs shall be considered a final order and the final cost
15 amount shall be submitted to the Hearing Examiner for signature and
16 subsequently recorded with the Pierce County Recorder’s Office as a lien
17 against the Property.

18 2.11.4 In accordance with BLMC 14.130.160(G) and RCW 35.80.030(1)(h), the
19 full amount of abatement costs incurred by the City identified in Section
20 2.10 shall automatically be assessed as a lien on the real property at the
21 cited address. This assessment shall be entered by the county treasurer on
22 the tax rolls for the current year against the Property, and the lien shall
23 be of equal rank with state, county, and municipal taxes. This lien shall

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remain in effect until all costs are fully recovered by the City.

Initial
MLB

Initial
MLB

2.11.5 The abatement costs shall bear an interest rate of ~~12%~~^{5.75%} annually.
at the applicable rate set forth in RCW 84.56.020.

SWF

SWF

2.12 The property owner and any affected parties, by agreeing to this order, expressly
waive their right to appeal or petition this decision to the superior court, as provided in RCW
35.80.030(2) and BLMC 14.130.160(H).

SO ORDERED this ___ day of November, 2024
12/18/2024 | 9:14 AM PST

DocuSigned by:
Phil Olbrechts
AF3FA7464D3C4D5
Phil Olbrechts
City of Bonney Lake Hearing Examiner

Presented by:

INSLEE, BEST, DOEZIE & RYDER, P.S.

Mali C. Barber
A40F50E2703A4B7
Mali C. Barber WSBA #38470
Attorney for the City of Bonney Lake

FISHER, PLLC
Steven William Fisher
Steven William Fisher WSBA #7922
Attorney for the Defendant



PROPOSAL

Rivers Edge Environmental Service, Inc
 1742 Cole Street, Unit 7
 Enumclaw, WA 98022
 (425) 584-7089

Contractor Registration No RIVEREE855DT

Estimate #	22-1702
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Submitted to:	Date: 11/14/2025	Project Name	House Demolition
City Of Bonney Lake Shailey Wilkinson		Job Site	City Of Bonney Lake 7222 193rd Ave E, Bonney Lake
		Email	
		Phone	

Description	Qty	Rate	Total
Rivers Edge Environmental Services, Inc. (REES) proposes the following scope of work:			
- Mobilization to the site. - Locates.	1	1,750.00	1,750.00T
TESC/ Erosion Control for project: - Includes Silk fence - Catch Basin socks	1	1,500.00	1,500.00T
Cut and Cap Utilities: Only covers capping of sewer and water.	1	1,000.00	1,000.00T
Quarry Spall Entrance road: - Assumes 30 tons of spalls needed for entrance.	1	4,730.00	4,730.00T
Demolition of Main Building and side building:	1	22,510.00	22,510.00T
Outside MISC Debris Cleanup: -Also includes Hydroseeding impacted areas after the completion of work.	1	8,300.00	8,300.00T
Traffic Control Signs for duration of demolition project: -(1) Road Work Ahead Sign. - (1) Shoulder Work Ahead Sign. - (1) Shoulder Closed Ahead.	1	1,500.00	1,500.00T

Dan Kuhn, Estimator	Phone: 425-584-7089 dkuhn@rivers.city	Subtotal
		Total

We accept payment by credit card for an additional fee of 3%. Please notify our Estimator if this is your preferred method of payment.

We propose to furnish labor and materials in a complete accordance with the above specifications for the stated total sum plus unit price, if applicable. Terms of payment are net 30 days from invoice date. A finance charge of 3% per month that the invoice remains past due will apply. All work and materials are presented with limitations as specified. All work is to be completed in a workmanlike manner according to standard practices. Any deviation from above specifications involving extra work and additional costs will be executed only upon written change orders and will become an extra cost over and above the quoted price. The total quoted price do not include all applicable taxes unless noted. Price is good for 30 days.

 Signature of Authorized Representative

 TITLE / COMPANY

 Printed Name

 Date



PROPOSAL

Rivers Edge Environmental Service, Inc
 1742 Cole Street, Unit 7
 Enumclaw, WA 98022
 (425) 584-7089

Contractor Registration No RIVEREE855DT

Estimate #	22-1702
------------	---------

Submitted to:	Date: 11/14/2025	Project Name	House Demolition	
City Of Bonney Lake Shailey Wilkinson		Job Site	City Of Bonney Lake 7222 193rd Ave E, Bonney Lake	
		Email		
		Phone		
Description		Qty	Rate	Total
Excluded: Permits, special inspections, haz-mat survey and/or abatement, site security fencing or security guards, traffic control plans or flagging, handling, hauling or disposal of contaminated materials, decommissioning of monitoring wells, fuel escalation, hardscape removal or replacement, landscape removal or replacement. Septic Decommissioning, Well Decommissioning, Grinder Pump Electrical/ Mechanical. Fencing install, shoring, Nights weekends and holiday work.				
Bonney Lake Sales Tax			9.50%	3,922.55
Dan Kuhn, Estimator		Phone: 425-584-7089 dkuhn@rivers.city		Subtotal \$41,290.00
				Total \$45,212.55
We accept payment by credit card for an additional fee of 3%. Please notify our Estimator if this is your preferred method of payment.				
We propose to furnish labor and materials in a complete accordance with the above specifications for the stated total sum plus unit price, if applicable. Terms of payment are net 30 days from invoice date. A finance charge of 3% per month that the invoice remains past due will apply. All work and materials are presented with limitations as specified. All work is to be completed in a workmanlike manner according to standard practices. Any deviation from above specifications involving extra work and additional costs will be executed only upon written change orders and will become an extra cost over and above the quoted price. The total quoted price do not include all applicable taxes unless noted. Price is good for 30 days.				

 Signature of Authorized Representative

 TITLE / COMPANY

 Printed Name

 Date



7110000963
 7222 193RD AVE E
 REDMOND CARLIN

Summary	Taxes/Values	Land	Building	Sales	Map	Images
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Current

Assessed Value

Value Year	2025
Tax Year	2026
Taxable Value	252,100
Tax Code Area	035
Tax Code Area Rate	<u>11.469585</u>
Notice of Value Mailing	<u>06/27/2025</u>
Assessed Total	252,100
Assessed Land	227,300
Assessed Improvements	24,800
Current Use Land	0
Personal Property	0

Amount Due

Tax Year	Minimum Due	Total Due
2026	1,451.64	2,903.28
TOTAL	1,451.64	2,903.28

Due Date 04/30/2026

Tax Year	Charge Type	Amount Charged	Minimum Due	Total Due	Due Date
2026	Property Tax Principal	\$2,891.49	\$1,445.74	\$2,891.49	4/30/26
	Weed Control Principal	\$1.79	\$0.90	\$1.79	4/30/26
	Pierce Conservation District	\$10.00	\$5.00	\$10.00	4/30/26

[Privacy](#) - [Terms](#)

	Principal			
	Total 2026	\$2,903.28	\$1,451.64	\$2,903.28

Payment Details

- **Interest and Penalties** property tax interest and/or penalty charges are calculated the 1st of each month.
- **Payments** must be paid or postmarked prior to the 1st to avoid accrual of additional charges.
- **Holidays or Weekends** if the last day of the month falls on a holiday or weekend, payments may be paid or postmarked the following business day to avoid additional interest and/or penalties.
- **Future Payments** use the [calculate](#) to calculate the amount due as of a future date.
- **Pay Online** with credit card, Visa debit card, or E-check.
- **Pay by Mail** using this [mailing address](#).

Exemptions

No exemptions

ULID Information

No ULID information

– History and Receipts

Assessed Values

Value Year	Tax Year	Taxable Value	Tax Code Area	Tax Code Area Rate	Assessed Total	Assessed Land	Assessed Improvements	Current Use Land
2025	2026	252,100	035	11.469585	252,100	227,300	24,800	0
2024	2025	258,100	035	11.290629	258,100	182,100	76,000	0
2023	2024	245,200	035	10.146477	245,200	177,800	67,400	0
2022	2023	255,800	035	9.807271	255,800	195,200	60,600	0
2021	2022	228,100	035	11.650846	228,100	166,100	62,000	0

2020	2021	189,800	<u>035</u>	<u>12.993977</u>	189,800	137,000	52,800	0
2019	2020	142,100	<u>035</u>	<u>13.406637</u>	142,100	118,000	24,100	0

Paid Charges

For questions regarding any electronic payments you may have made, please contact Point & Pay at 1-877-765-4112

Tax Year	Charge Type	Amount Paid
2025	Property Tax Principal	\$2,914.11
2025	Weed Control Principal	\$1.79
2025	Pierce Conservation District Principal	\$10.00
	Total 2025	\$2,925.90
2024	Property Tax Principal	\$2,487.91
2024	Demolition Lien Principal	\$11,944.02
2024	Demolition Lien Interest	\$627.06
2024	Weed Control Principal	\$1.79
2024	Pierce Conservation District Principal	\$10.00
	Total 2024	\$15,070.78
2023	Property Tax Principal	\$2,508.70
2023	Weed Control Principal	\$1.79
2023	Pierce Conservation District Principal	\$10.00
	Total 2023	\$2,520.49
2022	Property Tax Principal	\$2,657.57
2022	Weed Control Principal	\$1.79
2022	Pierce Conservation District Principal	\$10.00
	Total 2022	\$2,669.36

2021	Property Tax Principal	\$2,466.25
2021	Weed Control Principal	\$1.79
2021	Pierce Conservation District Principal	\$10.00
	Total 2021	\$2,478.04
2020	Property Tax Principal	\$1,905.07
2020	Weed Control Principal	\$1.79
2020	Pierce Conservation District Principal	\$9.25
	Total 2020	\$1,916.11

Receipts

Date	Number	Amount Applied
10/29/2025	<u>14466040</u>	\$1,462.95
04/28/2025	<u>14178290</u>	\$1,462.95
01/16/2025	<u>14003124</u>	\$12,571.08
10/30/2024	<u>13870144</u>	\$1,249.85
04/25/2024	<u>13567652</u>	\$1,249.85
10/24/2023	<u>13253798</u>	\$1,260.25
04/18/2023	<u>12944652</u>	\$1,260.24
10/19/2022	<u>12651282</u>	\$1,334.68
04/21/2022	<u>12373125</u>	\$1,334.68
10/26/2021	<u>12089378</u>	\$1,239.02
04/20/2021	<u>11782348</u>	\$1,239.02
10/29/2020	<u>11506320</u>	\$958.06
04/17/2020	<u>11264518</u>	\$958.05

Exemptions

No exemptions

I acknowledge and agree to the prohibitions listed in RCW 42.56.070(8) against releasing and/or using lists of individuals for commercial purposes. Neither Pierce County nor the Assessor-Treasurer warrants the accuracy, reliability or timeliness of any information in this system, and shall not be held liable for losses caused by using this information. Portions of this information may not be current or accurate. Any person or entity who relies on any information obtained from this system does so at their own risk. ***All critical information should be independently verified.***

**Pierce County Assessor-Treasurer
Marty Campbell**
2401 South 35th St Room 142
Tacoma, Washington 98409
(253)798-6111 or Fax (253)798-3142
www.piercecountywa.gov/atr

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

Agenda Bill Number: AB26-32 -
Agenda Item Type: Ordinance
Presenter: Sadie Schaneman, City Clerk
City Strategic Goal Category: None
Department/Division Submitting: Admin
Impacted Departments That Received Notification: Administrative Services

Full Title/Motion: An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Adopting Findings That The Maintenance Of A Central Index Of Records Is Unduly Burdensome And Establishing Policies For Public Access To Records; Providing For Severability And Corrections; And Establishing An Effective Date.

Short Background Summary:

RCW 42.56.070(3) requires agencies to maintain an index of records; and RCW 42.56.070(4) provides that an agency need not maintain such an index if it finds that doing so would be "unduly burdensome" or would interfere with agency operations. The City of Bonney Lake made an "unduly burdensome" statement in the administrative public disclosure policy in 2019. The RCW is specific in what is required for the "unduly burdensome" statement. This ordinance will provide the city to be in compliance with the RCW.

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

4/7/2026

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, ADOPTING FINDINGS THAT THE MAINTENANCE OF A CENTRAL INDEX OF RECORDS IS UNDULY BURDENSOME AND ESTABLISHING POLICIES FOR PUBLIC ACCESS TO RECORDS; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, [RCW 42.56.070\(3\)](#) requires agencies to maintain an index of records; and

WHEREAS, [RCW 42.56.070\(4\)](#) provides that an agency need not maintain such an index if it finds that doing so would be "unduly burdensome" or would interfere with agency operations; and

WHEREAS, the City of Bonney Lake has a constrained budget for operating its multiple departments which provide a wide range of city services, including operating three utilities, managing real estate, public services, infrastructure, a police department, and a municipal court; and

WHEREAS, the City of Bonney Lake is a municipal corporation with limited staffing and resources across its various departments and across four separate government buildings; and

WHEREAS, the City's records are diverse, voluminous, and highly decentralized, ranging from digital communications to complex engineering plans and law enforcement files; and

WHEREAS, the City has determined that the daily administrative task of identifying, categorizing, and indexing every record produced by every department would require a significant diversion of staff time which would interfere with essential city functions and would create an unmanageable fiscal and operational burden.

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

Section 1. Findings of Facts and Conclusions. The findings of fact and conclusions set forth Attachment A, costs for indexing records, and are adopted herein in full by the City Council in support of its decision. The recitals listed above in this Ordinance are further adopted as legislative findings of fact in support of this ordinance.

Section 2. Finding of Undue Burden. The City Council hereby finds that the requirement to maintain a central index of records as described in [RCW 42.56.070\(3\)](#) is unduly burdensome and would interfere with the City's essential operations for the reasons stated in the recitals above and the findings in Attachment A.

Section 3. Indexing Exception. Pursuant to [RCW 42.56.070\(4\)](#), the City shall not be required to maintain a central index of records.

Section 4. Duty to Assist. Notwithstanding the lack of a central index, City staff shall continue to provide the "fullest assistance" to requesters as required by law and shall make available any existing departmental indexes, such as indexes of City Ordinances, Resolutions, and Contracts, to assist the public in identifying records.

Section 5. Severability. If any section, sentence clause, or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or unconstitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 6. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 7. Corrections. Upon the approval of the city attorney, and/or the city clerk, the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance number, section/subsection, and any reference thereto. Provided, however, that nothing in this section allows the city attorney, the city clerk, and/or the code publisher to change the intent of this Ordinance.

Section 8. Effective Date. This Ordinance shall be effective five days after publication as provided by law.

ADOPTED by the City Council of the City of Bonney Lake and attested by the City Clerk in authentication of such passage on this 7th day of April 2026.

APPROVED by the Mayor this 7th day of April 2026.

Terry Carter, Mayor

ATTEST/AUTHENTICATED:

Sadie A. Schaneman, MMC, City Clerk

APPROVED AS TO FORM:

Jennifer S. Robertson, City Attorney

AB _____
Passed:
Valid:
Published:
Effective Date:
This Ordinance totals _____ page(s)

Attachment A

An Analysis of Projected Costs for Indexing Records

KEY POINTS:

- **Decentralized Records:** Records are created in various formats (email, paper, cloud, specialized software) across multiple departments and four government buildings (Administrative Services, Court, Executive, Finance, Public Services, Police, etc.).
- **Staffing Constraints:** The City lacks a dedicated "Records Officer" to centralize this task. With the amount of past, current, and future records that are or will be created and saved, it would take more than one dedicated full-time Records Officer to maintain the index.
- **Operational Interference:** Requiring staff to index every document daily would divert them from essential public services (like public safety and infrastructure).
- **Budget Constraints:** The City has a constrained budget and in recent years has created mandatory departmental reductions, hiring freezes, etc. Maintaining a balanced budget in the current economic environment without reducing critical governmental services is challenging.
- **Fiscal Impact:** The cost of the software and labor hours required would outweigh the public benefit.

COSTS:

Daily Burden

To maintain a legally compliant index, it isn't just a one-time setup; it is a perpetual administrative "daily" task.

- **Cost:** *As an example, using only six departments.* If every department took just 1 person (Administrative Services, Court, Executive, Finance, Public Services, Police, Etc.) and spend just 30 minutes a day identifying and indexing "permits, policy, personnel files, final reports, etc." that equals:
 - **6 Departments x 2.5 hours/week = 15 hours per week.**¹
 - **Over a year:** 780 staff hours dedicated solely to indexing.
- **Specialist Requirement:** Because an index requires legal analysis (deciding what is a "final order" versus a "working draft"), you cannot use entry-level clerical staff. You must use higher-paid Department Heads or City Clerks.
 - *Example:* 780 hours at an average salary/benefit (Dept Head/City Clerk) rate of \$90/hr. = **\$70,200 annually** in lost productivity.

¹ This is a low estimate. It is projected that this task could exceed 2.5 hours per week. This number is used for example purposes only.

Software Costs

Indexing requires more than an Excel sheet; it requires a searchable, public-facing database.

- **Software Fees:** Public portal software for content records management (like Laserfiche, Docuware, Docufree, or Softdocs) can cost between **\$70,000 and \$700,000 per year** in annual fees.
- **IT Integration:** Manually linking documents from different servers/storage locations into one index requires significant IT consulting hours or expensive API integrations.

Records Storage Locations:

Box.com	CivicPlus	Sharepoint
One Drive	CivicLive	BlueBeam
Network folders	Cityworks	Enforcer
Exchange mailboxes	SeamlessDocs	Police RMS
Barracuda	Eden	Tyler Parks & Rec
Laserfiche (court records)	NeoGov	Tyler Cashiering
Judicial Information Systems	EvidenceonQ	ArcGIS
Adobe creative cloud	Evidence.com	Prosecutor by karpel
MySeniorCenter	Flock Safety Systems	FARO
Smarsh	Wonderware	Sector
Tyler Content Manager (EERP/EP&L)	XC2	AutoCAD

Cost Research: Information was obtained by conducting online research of free sources. Without doing a RFP, we cannot get exact pricing.

Laserfiche:

Citywide Laserfiche implementation costs for municipalities typically range from approximately **\$70,000 to over \$700,000 for the first year**, depending on the city size, scope of services (scanning, professional services, training), and whether it is an initial implementation or an expansion.

Examples of Citywide Implementation Costs:

- **\$75,000 (Artesia, CA - 2024):** Implementation for multiple departments including scanning, indexing, and software.
- **\$87,955 (Cooper City, FL - 2025):** 3-year contract for enterprise Document Management System (DMS) implementation.
- **\$515,465 (Carlsbad, CA - 2019):** 4-year contract for upgrading to Laserfiche Rio and expanding citywide.
- **\$719,453 (Carlsbad, CA - 2019):** Total first-year implementation cost including internal, professional, and scanning services.
- **\$72,800 (Tustin, CA - 1999):** Initial phases for city-wide document imaging.
- **These do not include staff time and costs for migration, review, maintaining, etc.**

Docuware:

Pricing is based on the number of employees and starts at \$225.00 per person per month.

- 150 employees X \$225.00 = **\$33,750 per month/\$405,000 annually + cost of implementation, staff costs for review & maintaining**

Docufree:

Pricing is based on the number of employees and starts at \$250.00 per person per month.

- 150 employees X \$250.00 = **\$37,500 per month/\$450,000 annually + cost of implementation, staff costs for review & maintaining**

Softdocs:

Pricing varies depending on needs. **Example** pricing below does not include implementation.

- State/Local Gov Etrieve Platform for 51-250 FTE and 40 Concurrent users = \$120,760.65 annually
- Etrieve Sandbox = 36% of Total Software Subscription (\$25,250 X 36% = \$9,090) annually
- Document Retention Policy Manager = \$10,100 annually
- Premier Services Annual Subscription = \$25,250 annually
- Total Cost Annually: **\$165,200.65 + cost of implementation, staff costs for review & maintaining**

Name	Software Offering				
	MSRP	Unit of Measure	Contract Discount	Contract Fee	Total Contract Fee
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 0-50 - 40 Concurrent Users	\$109,850.00	Each/Year	10%	1%	\$99,853.65
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 51-250 - 10 Concurrent Users	\$99,850.00	Each/Year	10%	1%	\$90,763.65
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 51-250 - 20 Concurrent Users	\$110,850.00	Each/Year	10%	1%	\$100,762.65
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 51-250 - 30 Concurrent Users	\$121,850.00	Each/Year	10%	1%	\$110,761.65
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 51-250 - 40 Concurrent Users	\$132,850.00	Each/Year	10%	1%	\$120,760.65
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 251-500 - 10 Concurrent Users	\$149,775.00	Each/Year	10%	1%	\$136,145.48
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 251-500 - 20 Concurrent Users	\$166,275.00	Each/Year	10%	1%	\$151,143.98
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 251-500 - 30 Concurrent Users	\$182,775.00	Each/Year	10%	1%	\$166,142.48
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 251-500 - 40 Concurrent Users	\$199,275.00	Each/Year	10%	1%	\$181,140.98
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 501+ - 10 Concurrent Users	\$224,662.50	Each/Year	10%	1%	\$204,218.21
State/Local Gov Etrieve Platform (Content, Forms, and Flow) - Employee FTE 501+ - 20 Concurrent Users	\$249,412.50	Each/Year	10%	1%	\$226,715.96
Etrieve Sandbox	35% of Total Software Subscription	Each/Year	0%	1%	36% of Total Software Subscription
Document Retention Policy Manager	Greater of (a) 10% of Total Software Subscription, or (b) \$10,000	Each/Year	0%	1%	Greater of (a) 10% of Total Software Subscription, or (b) \$10,100
Premier Services Annual Subscription	Greater of (a) 35% of Total Software Subscription, or (b) \$25,000	Each/Year	0%	1%	Greater of (a) 36% of Total Software Subscription, or (b) \$25,250
Premier+ Services Annual Subscription	Greater of (a) 75% of Total Software Subscription, or (b) \$45,000	Each/Year	0%	1%	Greater of (a) 76% of Total Software Subscription, or (b) \$45,450

Essential Functions

Money spent on indexing records is money **not** spent on other things – Like parks, public safety, services to seniors, etc.

- **Public Safety:** Time spent by Police administrative staff indexing files is time taken away from processing background check permits or preparing evidence.
- **Infrastructure:** Public Works staff spend time indexing studies rather than managing projects or parks, road, water, sewer, or stormwater facilities repairs.
- **Understaffing Reality:** In an understaffed environment, such as the clerk’s department, adding a "Mandatory Indexing" task doesn't just "divert" staff, it creates a backlog in other legally mandated areas (like 5-day PRA response deadlines or fulfilling public records requests).

Why it’s Not Affordable

- **Duplicative:** To index a single Policy change, a manager must write the policy, the Director must approve it, the Clerk must file it, and now, under a central index requirement, an additional staff member must manually enter that record into a master log. This is a triple-handling of a single document.
- **Storage Problem:** Because the City’s departments use different software (e.g., Municipal Court records vs. Police Records), creating a *single* index requires manual data entry from one system to another. This manual migration is prone to error and creates a massive labor drain that provides little additional benefit to the public who can already request the records directly.
- **Small City:** Unlike larger agencies (like the State or King County) that have dedicated Records Divisions, Bonney Lake’s records staff also perform duties in payroll, licensing, permitting, council support, etc. A central index would require additional dedicated FTE (Full-Time Equivalent) positions that the City’s general fund cannot currently support.

Cost View

Expense	Estimated Annual Impact	Consequence
Administrative Labor	\$40,000 - \$71,000	Diversion from each department.
Content Software/Storage	\$37,000 – \$405,000	Direct hit to the General Fund.
Legal/Specialist Review	\$5,000+	High-cost review of "indexable" vs "exempt" files.
Total Estimated Cost	\$82,000 - \$476,000+	Equivalent to a 1+ staff positions.

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

Agenda Bill Number:

Agenda Item Type: None

Presenter: Kandice Besaw, Records & Disclosure
Coordinator

City Strategic Goal Category: None

Department/Division Submitting: Admin

**Impacted Departments That Received
Notification:** None

Full Title/Motion: Review of Minutes: March 10, 2026 City Council Minutes

Short Background Summary:

minutes

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

City Council Meeting

March 10, 2026

6:00 PM

Minutes



<http://www.bonneylake.gov/>

Location: The physical location of the Council Meeting was at the Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington. The public was also given the option to call in or attend virtually the Council Meeting.

I. Call to Order

Mayor Carter called the meeting to order at 6:00 p.m.

A. Pledge of Allegiance

Mayor Carter led the audience in the Pledge of Allegiance.

B. Roll Call

City Clerk Sadie Schaneman called the roll. In addition to Mayor Carter, elected officials attending were Deputy Mayor Swatman, Councilmember Baldwin, Councilmember Davis, Councilmember Fullerton, Councilmember Hubler, and Councilmember Rock. Councilmember McClimans was in virtual attendance.

Staff members in attendance at the physical location were City Administrator John P. Vodopich, Acting Assistant Chief Ryan Harberts, Administrative Services Director Chuck McEwen, Public Services Director Jason Sullivan, City Clerk Sadie Schaneman, and Records & Disclosure Coordinator Kandice Besaw.

Staff member in virtual attendance were Legal Specialist II Carol Paul and City Attorney Jennifer Robertson.

C. Agenda Modifications

None.

II. Council Committee Reports

Councilmember Baldwin reported the Public Safety Committee met in person and virtually today at 3:45 p.m. The Committee received an update from the Police Department, Emergency Management, Code Enforcement, and the Courts, discussed juvenile crime and E-bikes and approved their minutes.

Deputy Mayor Swatman reported the Finance Committee met in person and virtually today at 5:00 p.m. The Committee went through personnel updates, discussed minute corrections, discussed ways to recruit and approved their minutes.

Councilmember Hubler:

Pierce County Regional Council (PCRC) held discussions regarding upcoming workplans and task forces, board assignments and challenges.

III. Consent Agenda

Councilmember Fullerton moved to Approve. Councilmember Baldwin seconded the motion.

Motion approved 7 – 0.

- A. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** For Checks/Vouchers #100863 to #100918, and Wire Transfers #202601281 and #20280128 in the amount of \$1,514,256.62. For Checks/Vouchers #100919 to #100989, and Wire Transfers #202601211, #20260212, #202602110, #20260206, and #20260202 in the amount of \$553,289.79 For Wire Transfer #PC012026 for City purchasing cards in the amount of \$41,107.40. For Checks/Vouchers #100990 to #101078, and Wire Transfers #20260226, #202602221, and #20260203 in the amount of \$337,544.37. **Void:** None.
- B. **Approval of Minutes:** February 10, 2026 City Council Meeting, And February 17, 2026, City Council Meeting
- C. **AB26-29 -** A Motion of the City Council of the City of Bonney Lake, Pierce County, Washington, Authorizing The Mayor to Sign The First Amendment To Lease Agreement Between City Of Bonney Lake And Goodroots Northwest

IV. Full Council Issues

- A. **AB26-27 -** A Motion Of The City Council of the City of Bonney Lake, Pierce County, Washington, To Amend The 2025-2026 Planning Commission Work Plan Adopted Under Resolution 3263 To Remove The Comprehensive Plan Update; Remove The Statutory Update Items Completed Under AB25-80 – Ordinance 1745; Remove The Annual Development Regulation Maintenance; Remove The Midtown Countywide Growth Center (CWGC) Designation; Add Removing Residential Fire Sprinkler Requirements; Add Removing Residential Sheetrock And Accessory Structures Requirements; Keep The Impact Fees Update; Add The 6-Year Capital Improvement Program (CIP); Add A Residential Reroof Permit Exemption; Add A Bulkhead Repair And Replacements Exemption; Keep The Construction Code Update; Add Geological Hazard Areas Update; And Add Replacement Of Chapter 14.130 BLMC With A Code Enforcement Title.
Deputy Mayor Swatman moved to Approve AB26-27. Councilmember Fullerton seconded the motion.

The Council discussed and shared their concerns, including:

- Midtown Countywide Growth Center

Motion approved 7 – 0.

- B. **AB26-28** - An Ordinance Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Relating To The Implementation Of A Public Safety Sales And Use Tax For Criminal Justice Purposes; Adding A New Chapter 3.46 Public Safety Sales And Use Tax To The Bonney Lake Municipal Code; Providing For Severability And Corrections; And Establishing An Effective Date.
Councilmember Fullerton moved to Refer AB26-28 to Finance Committee. Councilmember Baldwin seconded the motion.

Councilmember Baldwin asked to hear what the other Councilmembers' thoughts were before the item goes to committee.

Councilmember Fullerton moved to Rescind motion to Refer AB26-28 to Finance Committee. Councilmember Baldwin seconded the motion.

Motion approved 7 – 0.

The Council discussed and shared their concerns, including:

- Presenting to Public Safety Committee.
- Ending fund balance for 2028.
- Funding opportunities and associated obligations.
- Next opportunity for submission.

Councilmember Fullerton moved to Refer AB26-28 to Finance and Public Safety Committee. Councilmember Hubler seconded the motion.

Motion approved 7 – 0.

V. Audience Comments

For efficient use of city resources, comments will be a short summary and not verbatim. An audio recording is available on the [state digital archives](#) and [public portal website](#) if you are needing a complete review of comments.

Steve McCoy, Discussed the question of how government works and what it's supposed to look like. Take past principals and apply them to today and recreate a community.

Dan Decker, Spoke about the intimidation, violations and lack of fairness, transparency or respect within the court system.

VI. Council Open Discussion

Councilmember Fullerton

Council salary.

Council discussed and shared their thoughts including:

- Less prep work for Clerks department.
- More time available for the public to address the council at meetings.

Councilmember, Baldwin

Roll-call. Asked to have staff sitting at staff tables during meetings to be included in the roll call.

Councilmember Davis

Legislative Bills. Shared he has been keeping a close watch on the status of Bills 6002 and 6026.

VII. Workshop Discussion Items

- A. **Review of Minutes:** February 24, 2026, City Council Retreat and March 3, 2026, Joint Planning Commission Meeting/City Council Meeting Minutes
Minutes from the meeting were approved.

VIII. Executive/Closed Session

None.

IX. Adjournment

At 7:11 p.m. the Meeting was adjourned by Mayor Carter with the common consent of the City Council.

Sadie A. Schaneman, MMC, City Clerk

Terry Carter, Mayor

Items presented to Council at the March 10, 2026, Meeting for the record: None

Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are added to the back of the packet the next day. 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)

Agenda Bill Number:

Agenda Item Type:

None

Presenter:

Dan Swatman, Deputy Mayor

City Strategic Goal Category:

Growth Vision
Economic Development Vision
Parks Rec & Green Space Vision
Water Resource Vision
Sewer Service Vision
Mobility Vision
Public Safety Vision
Community Engagement Vision
None

Department/Division Submitting:

Admin

Impacted Departments That Received Notification:

Administrative Services
Court
Executive
Finance
Police Department
Public Services

Full Title/Motion: City Council Budget Goals and Objectives Review

Short Background Summary:

City Council Budget Goals and Objectives Review

Budget Explanation:

Committee, Board, Commission, & Hearing Examiner Review

Name Of Committee/Commission/Examiner Meeting:

Date of Committee/Commission/Examiner Meeting:

Date of Committee/Commission Public Hearing:

Committee/Commission/Examiner Meeting Decision:

Council Action

Date of Council Workshop

Date of Council Meeting

Date of Council Public Hearing

4/7/2026

Goals Council Mentioned At Budget Retreat

Bonney Lake Sports Complex

- This is already on the Parks, Recreation And Green Space Vision, are there other things Council would like to add?

Veterans Memorial

- This was added to the Parks, Recreation And Green Space Vision by Jason Sullivan as a suggestion

Improvements at Allan Yorke Park

- Develop new boat trailer parking at AYP is already on the Parks, Recreation And Green Space Vision, are there other things Council would like to add?

Better Ways To Communicate With Public Legislators

- There is no place on the City Council Goals And Objectives for this item to be placed. Would Council like to add it to the Growth Vision or the Economic Development Vision?

Work On Public Safety

- There are items already on the Public Safety Vision, are there other things Council would like to add?

Sidewalks

- There are several items on the Mobility Vision, are there other things Council would like to add?

Bring Down Costs Including Labor Costs

- There is no place on the City Council Goals And Objectives for this item to be placed. This is more for Council to remember and think about when making decisions.

Finish Midtown Park

- Midtown is already on the Growth Vision, what other things would Council like to add?

Mature Budget

- There is no place on the City Council Goals And Objectives for this item to be placed. This is more for Council to remember and think about when making decisions.

Improve Permitting Process

- This was added to the Growth Vision by Jason Sullivan as a suggestion

CITY COUNCIL GOALS AND OBJECTIVES

Periodically, the Mayor and City Council will use their annual joint retreat to discuss and refine the overall vision for the City, as well as develop distinct visions for various aspects of City government, such as growth, transportation, parks and recreation, etc.

In addition to refining, refocusing, and updating their vision each year, the Council periodically adopts goals and priorities for each vision area. Staff then works with the mayor and council to develop programs and projects to achieve the desired vision for the City.

The actions described below include those budgeted activities included in the biennial budget that address the various goals of the City as last considered by the City Council.

VISION/GOALS/ACTION PLAN	BUDGETED ACTIONS
<p>OVERALL VISION: The City of Bonney Lake is a balanced community with a residential character that conserves natural amenities while supporting a diverse mix of economic activities. The community provides places for children and residents to meet and socialize and is a center for diverse cultural and social opportunities such as theater, art, social organization meetings and celebrations. The City promotes a safe, attractive and healthful living environment for residents' various physical, educational, economic and social activities while maintaining an adequate tax base to provide a high level of accountable, accessible, and efficient local government services. The City is an active participant in inter-local and regional services and planning organizations.</p>	
<p>GROWTH VISION: The citizens of Bonney Lake envision a City that conserves the area's existing natural and scenic amenities; that strives for a balanced community that enhances the existing residential character with a thoughtful blending of economic activities; that promotes a safe, attractive, and healthy living environment with a variety of physical, educational, economic, and social activities; that develops actionable and descriptive plans to guide development and to ensure that capital facilities and public services are available and adequate to serve the current and future residents; and that uses tax revenues in an efficient and transparent manner to provide services to the residents of the community and to enhance the quality of life. The City is careful not to jeopardize scarce resources, such as water, through unwarranted growth. And needed facilities and services are concurrent with growth. The City infrastructure features streetlights, sidewalks, and other suburban amenities. Attractive transportation corridors provide easy access to local destinations.</p>	
<p>Square up city limits along north and south sides of 410, between 214th Avenue East and 233rd/234th Avenue East</p>	<ul style="list-style-type: none"> Pursue with annexations on the northside of SR410 in 2025, to support the development of the Eastown Employment Center if the City's request to expand the UGA is approved by Pierce County Council
<p>Annex the Country Highlands Potential Annexation Area (PAA) and the Ponderosa Estates/ Wilderness Ridge PAA</p>	<ul style="list-style-type: none"> Staff will complete an annexation study to evaluate the impact of annexing these areas and continue to work with Pierce County to facilitate the future annexation Continue to support staff's efforts to get a change to state law that removes the requirement to conduct a door-to-door census as part of annexations
<p>Continue to develop Eastown as a job center</p>	<ul style="list-style-type: none"> Consider Applying to have Eastown identified as a county wide manufacturing and industrial center Update the Eastown Subarea plan to reflect the goal of developing the area as a light manufacturing and

Commented [SS1]: The County approved the UGA Expansion in 2025

Commented [SS2]: Given changes in state law, Mr. Sullivan recommend deleting this one.

VISION/GOALS/ACTION PLAN	BUDGETED ACTIONS
	industrial center. <ul style="list-style-type: none"> • Identity incentives to encourage the development of jobs within Eastown.
Mitigate impacts of growth in unincorporated urban Pierce County on the city	<ul style="list-style-type: none"> • Coordinating with the County with the development around the City to identify and mitigate impacts on the City.
Focus residential and commercial development in Midtown and Downtown Centers	<ul style="list-style-type: none"> • Support local business redevelopment efforts through improved permitting and education • Review and update the Centers Plan to reflect the City Council's vision for growth and development in these areas. • Update the Downtown Center Plan • Prepare an update plan for the City owned property in the Downtown • Develop a plan for the redevelopment of the City property located in Downtown that can lead to a private/public partnership for the redevelopment of this area • Review and implement zoning changes, as needed, to facilitate residential and commercial growth in Downtown and Midtown Centers
Continue to protect property rights	<ul style="list-style-type: none"> • Continue to evaluate the City's development regulations to lessen the regulatory burden on property owners to the extent possible and allowed by State Law.
<p>ECONOMIC DEVELOPMENT VISION: The City of Bonney Lake strives to balance retail, office, high technology, and light manufacturing with the residential character of the community. The City attracts sustainable businesses and family wage jobs, particularly to the view corridor. This economic vitality promotes jobs, balances growth with the preservation of the City's scenic resources, enables residents to enjoy a high quality of life, and sets the standard for long-term economic sustainability.</p>	
Expand upon our relationship with the business community, including involvement in Bonney Lake Days, beautification projects, and special events	<ul style="list-style-type: none"> • Funds allocated (each year) to maintain the current level of City special events and programs
Continue our relationship with the Chamber of Commerce for economic development purposes, including retail business attraction, expansion, and retention	<ul style="list-style-type: none"> • Council approved a cooperative agreement with the Chamber and staff time is allocated for participation with Chamber
Adopt a strategic plan for local economic development	<ul style="list-style-type: none"> • Executive Office will continue to explore incentive options various economic development strategies • Create educational documents to help clarify how to streamline becoming a Bonney Lake business • Implement new permitting software platform to improve the City's permitting process • Continue to improve the City's Development Regulations to lessen the impact on business and streamline the

VISION/GOALS/ACTION PLAN	BUDGETED ACTIONS
	permitting process.
<p>PARKS, RECREATION AND GREEN SPACE VISION: Bonney Lake has a complete, balanced park system. An interconnected trail system links public facilities, the eCity’s commercial centers, and residential neighborhoods. The City maintains a variety of open spaces that enhance the beauty and environmental quality of the community. Recreational programs and leisure activities are available to meet the diverse interests of all age groups. A multi-purpose community center serves as a gathering place for a variety of recreational activities, meetings, education, and related functions.</p>	
<p>Develop the City’s parks and open space; prioritize park improvements at Bonney Lake Sport Complex and Downtown Veteran’s Memorial Park, including a community center</p>	<ul style="list-style-type: none"> • Implement the Capital Improvement Plan based City’s Park, Trails, and Open Space (PTRO) Plan. • Explore partnership opportunities with Pierce County, Bonney- Lake Sumner School District, non-profit groups, and commercial businesses. • Develop new boat trailer parking at Allan Yorke Park. • Make ADA improvement each year at City parks to improve accessibility. • Ensure that park maintenance staffing is adequate to support current and future park improvements. • Continue to partner with the Greater Bonney Lake Memorial Committee on the development of a Veterans Memorial
<p>Efficiently Run and Expand the Parks and Recreation and Event Program</p>	<ul style="list-style-type: none"> • Maximize the use of funds • Provide periodic reports on revenue, expenditures, and programs • Improve on marketing for the recreation program • Develop a comprehensive plan for moving forward, <ul style="list-style-type: none"> • Implement and set up the Tyler CivicRec program
<p>Ensure that parks and recreational facilities are available and accessible to Bonney Lake families</p>	<ul style="list-style-type: none"> • Maintain the Park Ambassador Program • Continue to support improvements to the Bonney Lake Senior Center
<p>WATER RESOURCES VISION: Ensure an adequate supply of water for residents within the City’s water services area.</p>	
<p>Maintain clean and healthy drinking water supply</p>	<ul style="list-style-type: none"> • Research and identify water filtration options for nitrates and PFAS. • Explore options for additional water sources or supply.
<p>Continue to replace and upgrade existing City facilities to maximize use of City owned water</p>	<ul style="list-style-type: none"> • Implement projects identified in the Capital Improvement Plan based on the adopted the water system general plan and rate study • Continue to modernize and replace equipment that has met its service life • Develop a water main replacement program to replace aging water pipes within the City. • Continue to support the leak detection program
<p>SEWER SERVICE VISION: Offer sewer services in its service area to maintain public health and safety of local water supplies. Growth of the sewer system pays for itself.</p>	

Commented [SS3]: Completed as part of the PTRO Plan

VISION/GOALS/ACTION PLAN	BUDGETED ACTIONS
Provide sewer services to the city's sewer services	<ul style="list-style-type: none"> • Continue to supply sewer service to communities • Start planning for expansion of sewer infrastructure into the South Sewer Service Area • Continue to require developments in unincorporated Pierce County within the Sewer Service Area to connect to sewer.
Pursue options for future sewer treatment services	<ul style="list-style-type: none"> • Continue explore options to partner with regional sewer service providers to meet the City's sewer treatment service needs.
Continue to replace and upgrade existing City facilities related to sanitary sewer service.	<ul style="list-style-type: none"> • Implement projects identified in the Capital Improvement Plan based on the adopted sewer system general plan and rate study • Continue to modernize and replace equipment that has met its service life
<p>MOBILITY VISION: The Bonney Lake transportation system consists of interconnected, safe, sufficiently lit, and well-maintained streets that adequately carry traffic North, South, East, and West. Corridors are easily accessible and sized to accommodate growth. Sidewalks, trails, and other aspects of the non-motorized transportation system are inviting and pedestrian friendly. Flower baskets, benches, banners, lighting, landscaping and other streetscape features calm traffic, add beauty, and improve the City's image and identity. Mobility options are available to meet the diverse needs of the community.</p>	
Improve pedestrian safety and accessibility by constructing sidewalks and trails in the highest need areas to provide interconnectivity between neighborhoods, parks, schools, and commercial areas	<ul style="list-style-type: none"> • Continue to fill gaps in the sidewalk • Build out trail network as envisioned in the PTRO Plan • Complete a Safety Action Plan • Update the City's pedestrian prioritization matrix and identify pedestrian improvements • Seek additional grant funding for road, trail, and sidewalk improvements • Maintain the City's sidewalk in-lieu program • Identify lighting improvements needed from non-motorized improvements • Develop way-finding for the City existing trail network • Continue to fund ADA improvements each year based on the City's ADA Transition Plan
<p>PUBLIC SAFETY VISION: The City envisions a community in which citizens feel safe and protected. There is open communication, participation and trust between the public and the City. Police respond quickly when called. The City operates an efficient and effective municipal court. There is a positive working relationship between the City and the fire District, with timely responses to fire and emergency medical calls. The City has an effective emergency management program.</p>	
Work towards the development of a Pierce County Regional Misdemeanor Jail	<ul style="list-style-type: none"> • Participate Continue in on-going regional discussions • Continue researching costs and affects
Partner with local merchants to increase apprehension and prosecution of theft suspects	<ul style="list-style-type: none"> • Increase accountability of merchants to prevent thefts • Continue retail theft emphasis operations in store asset protection staff • Develop written expectations of big box stores in assisting BLPD with prosecution of theft suspects

Commented [SS4]: Completed

Commented [SS5]: Completed as part of the Comprehensive Plan update

VISION/GOALS/ACTION PLAN	BUDGETED ACTIONS	
Develop additional methods to increase communication and participation between the public and the police department	<ul style="list-style-type: none"> • Continue security and theft conversations with all merchants/chamber of commerce. • Continue partnerships with Sumner Bonney Lake School District • Continue water safety education program in schools despite lack of state funding • Continue citizens academy • Continue Coffee with a Cop • Have Police e Continue being very active professional posts on social media • Renew Officer driven community engagement projects 	<p>Commented [SS6]: All of these three have been completed and are now on a maintenance schedule. COOP/COG and EOC Activation are reviewed/updated annually. CEMP is every 5 years. Additionally, the Hazard Mitigation Plan has been updated and submitted to FEMA. We (EPIC) are currently working on Recover and Debris Management Planning, as well as the development of a Communications Plan. In addition, the EPIC team was able to utilize grant funds to procure reunification kits (to be used with our school partners), pet sheltering kits, and service center kits (power options/charging devices) to be utilized at shelter locations. One of each kit is staged here in Bonney Lake.</p>
Develop a new Public Safety Building design	<ul style="list-style-type: none"> • Continue discussions on design options of the Public Safety Building when the Fire Department completely moves out 	<p>Commented [SS7]: This should have been included last year, but was not. To date, we have installed satellite backup at the Public Service Center and are moving forward with installing the same for the Public Safety Building. The goal is to install at JMC once there is a backup generator. Additionally, a new radio room is being outfitted at this very moment at Public Safety Building, and portable HAM radio kits are being built to be housed at the PSC. Command Staff now have mifi units to allow for response should internet go offline (have already been used twice since deployment ... [1])</p>
Continue to build and maintain City readiness for large incidents or events.	<ul style="list-style-type: none"> • Maintain City emergency plans, including the Comprehensive Emergency Management Plan, Continuity of Operations/Continuity of Government Plan, and the EOC Activation Plan, etc. • Continue purchase of Maintain emergency food and water including rotation of goods annually. • Continue assembling Maintain equipment and supplies for emergency sheltering, including the rotation of expiring products. • Continue to build communications redundancy for the City. • Complete ICS training and staff audit of ICS 100, 200, 700 and 800 by all staff 	<p>Commented [SS8]: We should have included a training, exercise, and activation component here. We have now held two COOP exercises with the Management Team, in addition to the regular Lahar Evacuation Exercises. Additionally, we have activated the EOC for several smaller incidents to practice activation, reporting structures, chains of command, and information sharing. An Improvement ... [2]</p>
Continue to build the capacity and capability of the City's Emergency Operations Center (EOC)	<ul style="list-style-type: none"> • Maintain the Emergency Management Committee meetings and broaden to include stakeholder involvement • Restart regular EOC Team meetings • Develop, equip, and train up a Damage Assessment Team capable of conducting windshield surveys and damage assessments during and after disaster incidents. 	<p>Commented [SS9]: These meetings occur monthly, and have been instrumental in the forward momentum of EM in the City. We have included stakeholders in meetings when working on community plans and would like to include input from partners.</p>
Continue to B uild community resilience	<ul style="list-style-type: none"> • Continue to conduct outreach to public residents, businesses, and non-governmental organizations to help educate regarding hazards and risks and encourage preparedness • Continue to partner with the Sumner Bonney Lake School District regarding preparedness, maintenance of standard response protocols and standard reunification methods, and the planning for "What to do to make it to 72." 	<p>Commented [SS10]: These will restart this year, now that we have plans in place.</p> <p>Commented [SS11]: This also should have been included previously. This feeds into COOP/COG, with the ability to assess City facilities in a timely manner and get staff back into place as soon as possible, but also informs preliminary damage assessment documents due to the County/State/FEMA following disasters. Last year we developed the teams for the building assessment side of ... [3]</p>
<p>COMMUNITY ENGAGEMENT VISION: The City actively engages citizens and businesses through a variety of means, both low-tech and high-tech. Community participation in civic affairs is sought out and welcomed. City programs, services and information are open and accessible. The actions of the city government are transparent. There is a strong sense of community, and residents readily identify with Bonney Lake.</p>		<p>Commented [SS12]: Have begun outreach efforts, to include National Night Out, Tunes at Tapps, Chamber, and as a speaker at 2 conferences. Currently working with EPIC partner to develop new and accurate outreach materials for this year. Also provided two presentations at the Senior Center and have begun providing information for their regular newsletter.</p>
Maintain active communications with citizens	<ul style="list-style-type: none"> • Maintain Bonney Lake Alert (emergency mass notification) 	<p>Commented [SS13]: This should have been a deliverable last time, but was missed. We have a very active partnership with the school district regarding the planning mentioned. Last month I was invited to speak at the District Safety Advisory Council regarding recent planning and preparedness efforts and the upcoming Lahar Evacuation ... [4]</p>

VISION/GOALS/ACTION PLAN	BUDGETED ACTIONS
and increase public input and participation	<p data-bbox="634 436 1159 516">system) and continue increasing the public awareness of Bonney Lake Alert for emergency alerts and signups to receive alerts and warnings.</p> <ul data-bbox="634 516 1105 632" style="list-style-type: none"> • Special events maintained at current levels • Restart Coffee with the Council • Pursue options to get the communications out to the public
Participate in National Night Out	<ul data-bbox="634 632 1105 684" style="list-style-type: none"> • Staff time and funding provided to continue National Night Out
Cultivate relationships with community-based groups	<ul data-bbox="634 684 1105 737" style="list-style-type: none"> • Time allocated for a City representative to regularly attend meetings of major community-based groups
Partner with groups and Chamber of Commerce for community events and outreach	<ul data-bbox="634 737 1105 877" style="list-style-type: none"> • Meet with Chamber of Commerce periodically to keep communications open • Offer more community events • Nominate a Councilmember to be a liaison with the Chamber of Commerce
Pursue developing a Junior Council	<ul data-bbox="634 877 1105 909" style="list-style-type: none"> • A presentation was completed and given to Council
Recruit, maintain, sustain, and retain Arts Commission	<ul data-bbox="634 909 1105 961" style="list-style-type: none"> • Develop budget plan for Arts Commission projects • Pursue options to recruit for Arts Commissioners

Commented [SS14]: This is in motion. We recently moved from CodeRED to Genasys as our alert and warning platform. During winter, we went from 200 participants to over 1100. We are currently designing new brochures, mailers, etc. to conduct mass outreach for the system in the spring.

Page 5: [1] Commented [SS7] Sadie Schaneman 3/4/2026 3:58:00 PM

This should have been included last year, but was not. To date, we have installed satellite backup at the Public Service Center and are moving forward with installing the same for the Public Safety Building. The goal is to install at JMC once there is a backup generator. Additionally, a new radio room is being outfitted at this very moment at Public Safety Building, and portable HAM radio kits are being built to be housed at the PSC. Command Staff now have mifi units to allow for response should internet go offline (have already been used twice since deployment, both during wind storms). Lastly, satellite phones are now in place for the Mayor, City Administrator, Emergency Manager, Police Chief, Public Services Director, Administrative Services Director, and PIO.

Page 5: [2] Commented [SS8] Sadie Schaneman 3/4/2026 4:00:00 PM

We should have included a training, exercise, and activation component here. We have now held two COOP exercises with the Management Team, in addition to the regular Lahar Evacuation Exercises. Additionally, we have activated the EOC for several smaller incidents to practice activation, reporting structures, chains of command, and information sharing. An Improvement Plan was developed with feedback from all, identifying gaps with potential solutions, prioritizing resolution, identifying a person/department to address said gap, and a tentative timeline for gap resolution.

Page 5: [3] Commented [SS11] Sadie Schaneman 3/4/2026 4:02:00 PM

This also should have been included previously. This feeds into COOP/COG, with the ability to assess City facilities in a timely manner and get staff back into place as soon as possible, but also informs preliminary damage assessment documents due to the County/State/FEMA following disasters. Last year we developed the teams for the building assessment side and equipped them. This year the teams will be identified for the operations side (infrastructure/utility assessment). FEMA damage assessment forms have been compiled and provided to the teams, and they are now working to create the most appropriate tags to indicate the status of a facility (green, yellow, red). This project continues.

Page 5: [4] Commented [SS13] Sadie Schaneman 3/4/2026 4:06:00 PM

This should have been a deliverable last time, but was missed. We have a very active partnership with the school district regarding the planning mentioned. Last month I was invited to speak at the District Safety Advisory Council regarding recent planning and preparedness efforts and the upcoming Lahar Evacuation Exercise in April. This is an ongoing project and will continue for the foreseeable future.