

CITY COUNCIL WORKSHOP

April 16, 2024

6:00 P.M.



www.ci.bonney-lake.wa.us

AGENDA

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

The public is invited to attend Council Meetings and Workshops in person, via conference call or over the internet. The information for attending is provided below.

Council Workshop options:

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

By phone: 323-792-6234 (Meeting ID: 811 135 388#)

By internet: Teams meeting link: [TEAMS](#) (Meeting ID: 246 449 477 548) **The City will be turning off all public cameras and microphones when attending online until the start of the citizen commenting section and will then turn them back off after the citizen commenting section is finished - Only staff and presenters will be visible and unmuted during the entire meeting.**

I. CALL TO ORDER: Mayor Terry Carter

A. Pledge of Allegiance

II. ROLL CALL: Mayor Terry Carter, Deputy Mayor Dan Swatman, Councilmember Angela Baldwin, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler, Councilmember J. Kelly McClimans And Councilmember Dan Roach.

III. OLD BUSINESS:

- A. Discussion Regarding Council Vacancy/Nominations.
- B. Executive Session: *Council may go into an Executive Session pursuant to RCW 42.30.110(1)(h). to evaluate the qualifications of a candidate for appointment to elective office.*
- C. Discussion Regarding Council Vacancy: *May include nominations to fill vacancy, appointment, and oath of office.*

IV. AGENDA ITEMS:

- Page 3 A. **Presentation:** Allan Yorke Park Ballfield 5 Playground. (30 Min.)
- Page 11 B. **Review Of Council Minutes:** April 2, 2024, City Council Workshop and April 9, 2024, City Council Meeting.
- C. **Council Open Discussion:**

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D. Discussion/Action: AB24-29 – Motion M24-29 - A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Labor Agreement With The Assistant Police Chiefs Guild Representing The Assistant Chiefs From January 1, 2024 Through December 31, 2026. (15 Min.)

1. Discussion.

2. Citizen Comments.

Citizen comments can be made in-person, by phone or virtually during this portion of the meeting. Citizen Comments can be made on this item only. Comments are limited to 5 minutes. Public mics and video will be enabled-you will need to personally turn them on-during this section only. All who comment will be asked to state their name and address for the meeting record. Citizen Comments can be made on this item only.

3. Action.

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E. Discussion: AB24-33 - Motion M24-33 - Land Capacity Analysis And Growth Alternatives (Comprehensive Plan Update) (50 Min.)

V. EXECUTIVE/CLOSED SESSION: None.

VI. ADJOURNMENT

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

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



Allan Yorke Park Playground Installation



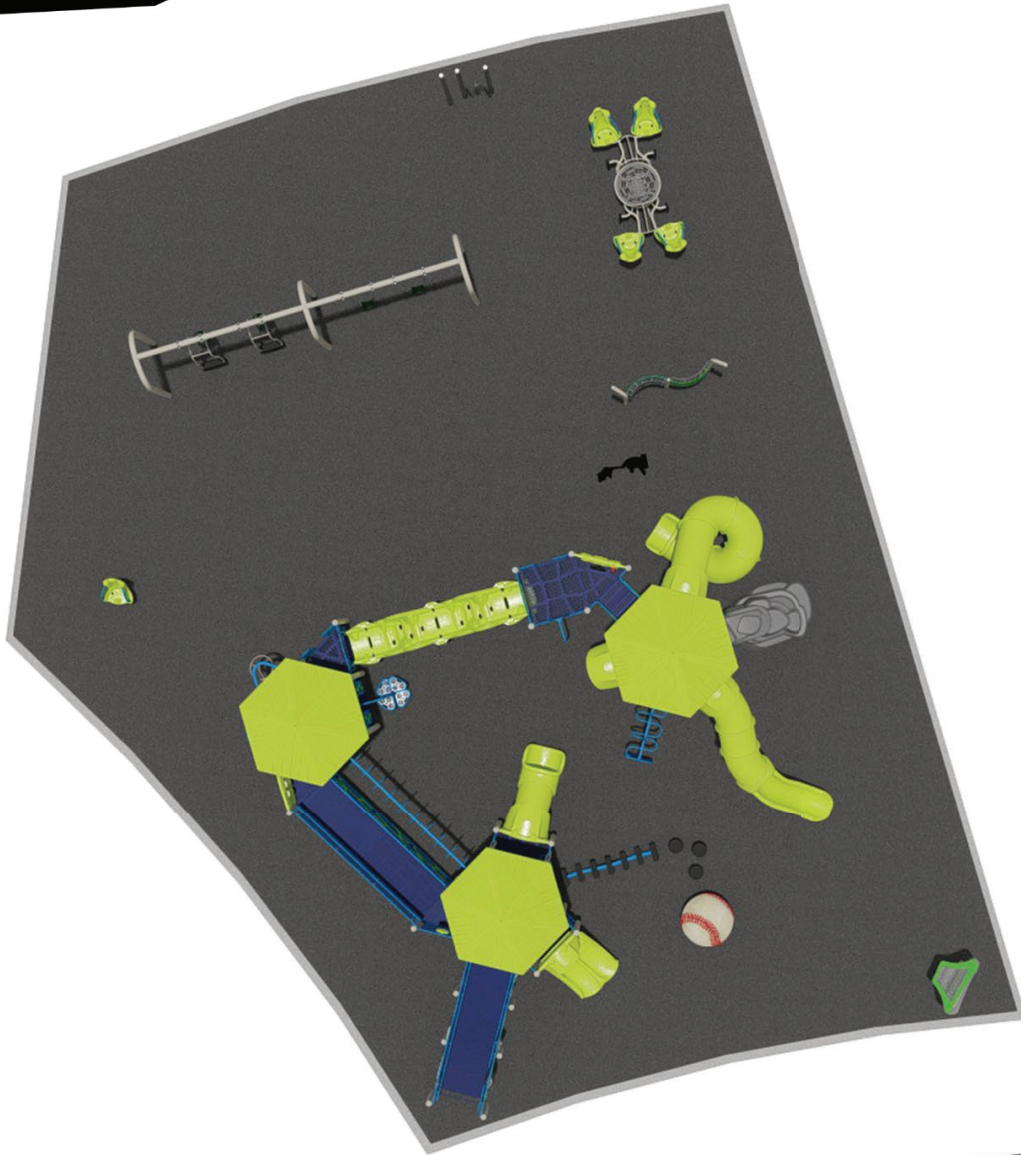
- Ken Gill, City Engineer
- Leslie Harris, Assistant to the City Administrator
- Lindsey Erwin, Great Western Recreation











Overhead View

- Swings with belts and Expression Swings
- Ramped Unit
- Custom Themes
- Rox All See Saw (inclusive)
- Freestanding Musical Pieces

2025 Local Community Project Funding

20	CHAMBER OF COMMERCE HISTORICAL ARCHIVE.	\$30,000
21	Charter Park Master Plan Bathroom.	\$52,000
22	Chelan County Hazard Mitigation.	\$98,000
23	Chimacum Grange Hall Roofing Replacement.	\$26,000
24	Chinese American Legacy Artwork Project.	\$25,000
25	City of Bonney Lake ADA Accessible Playground.	\$151,000
26	City of Lacey Regional Public Safety Training Center.	\$50,000

Playground Equipment and Tile Installation

Cost Estimate

Gametime Quote:	\$161,721
Performance Bond:	\$2,470
<u>City Site Preparation:</u>	<u>\$16,531</u>
Total:	\$180,722
<u>Contingency:</u>	<u>\$46,988</u>
Total:	\$227,709

Project Budget

Parks Budget	\$80,000
<u>State Appropriation</u>	<u>\$151,000</u>
Total:	\$231,000

The sum of the Parks budget and grant is paying for installation!

CITY COUNCIL WORKSHOP
MEETING

April 02, 2024
6:00 P.M.



www.ci.bonney-lake.wa.us

DRAFT MINUTES

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

Audio starts at: **I. CALL TO ORDER:** Mayor Terry Carter
06:00

A. Pledge of Allegiance.

Audio starts at: **II. Roll Call:** City Clerk Sadie Schaneman called the roll. In addition to Mayor Carter, other
6:01 elected officials attending were Deputy Mayor Dan Swatman, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler, Councilmember J. Kelly McClimans, and Councilmember Dan Roach. Councilmember Angela Baldwin was absent.

Councilmember Hubler moved to excuse Councilmember Baldwin from tonight's workshop. Councilmember McClimans seconded the Motion.

Motion approved 5-0.

Staff members in attendance at the physical location were City Administrator John Vodopich, Police Chief Mark Berry, Administrative Services Director Chuck McEwen, Interim Public Services Director Jason Sullivan, City Clerk Sadie Schaneman, City Engineer Ken Gill, Administrative Specialist II Debbie McDonald, and City Attorney Jennifer Robertson.

Staff members in virtual attendance: Chief Finance Officer Cherie Reiersen, Deputy City Attorney-Prosecutor Dena Burke, Recreation & Special Events Manager David Wells and Maintenance Worker I Austyn Young.

Councilmember Hubler moved to excuse Councilmember Baldwin from tonight's workshop. Councilmember McClimans seconded the Motion.

Motion approved 5-0.

III. AGENDA ITEMS:

Audio starts at: **A. Proclamation:** Parks Appreciation Day.
6:02

Mayor Carter read the proclamation making April 20, 2024, Parks Appreciation Day in the City of Bonney Lake.

Audio starts at: **B. Proclamation:** Arbor Day.
6:03

Mayor Carter read the proclamation making April 26, 2024, Arbor Day in the City of Bonney Lake.

Audio starts at:
6:05

C. Presentation: Veterans Memorial Dr./Angeline Rd. Round-A-Bout (RAB).

Interim Public Services Director Sullivan introduced City Engineer Ken Gill, Ryan Shea and Matt Weyrauch both from Shea Carr Jewel to present the Veterans Memorial Dr./Angeline Rd. round-a-bout. They discussed the options for the intersection, the amount of land needed for the different options and grants available for the project.

Council discussed and shared their ideas and concerns, including:

- Will the project meet ADA requirements.
- Can the City go after all four grants for the project.
- How the data was collected.

Council came to a consensus to move forward with applying for grants to assist with the round-a-bout at the intersection of Veterans Memorial Dr. and Angeline Rd.

Audio starts at:
6:31

D. Open Discussion:

Councilmember Fullerton:

Sewer Tour: Councilmember Fullerton announced that the waste treatment plant tour was rescheduled for May 21, 2024. Council will be able to discuss the tour that night at Workshop and a van would leave from the JMC parking lot at 3:45 P.M. that day to take Councilmembers and staff to the treatment plant.

Mayor Carter:

Robotics Competition: Mayor Carter along with Councilmember McClimans attended the Robotics Competition at Bonney Lake High School. He was amazed by what the students created and how all the teams helped each other out.

Easter Egg Hunt: Mayor Carter along with Councilmember Hubler attended the City's Easter Egg Hunt. It was a great turnout with many prizes being handed out.

Councilmember Swatman:

Council Retreat: Councilmember Swatman asked Council to send him an email on what dates work best for the retreat and any items for the retreat agenda.

New Council Applications: Councilmember Swatman asked for any Council applications to be sent out earlier than Monday April 8, 2024. Council would like more time to review the applications.

Councilmember McClimans:

Sumner-Bonney Lake School Districts Capital Facilities Advisory Committee:

Councilmember McClimans reported the committee met for the last time. They will not be doing a pool up here in Bonney Lake instead keeping it down at Sumner High School. The recommendation to go out for a 750-million-dollar bond will be going before the School Board tomorrow night.

Audio starts at:
6:50

- E. **Preview of Council Minutes:** March 19, 2024, City Council Workshop, and March 26, 2024, City Council Meeting.

The draft minutes were forwarded with no corrections to the April 9, 2024, meeting for approval.

City Clerk Schaneman asked if there was another Councilmember interested in reviewing the draft minutes along with Councilmember Fullerton.

Councilmember Hubler replied she would have time to review minutes.

Audio starts at:
6:51

- F. **Discussion: AB24-21 – Resolution R24-21 - A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Transfer Of Funds From The General Fund To The Water Fund To Purchase The Reed Property For Park Purposes And Amending Resolution 2734 Declaring The Reed Property Surplus To The City’s Needs.**

Interim Public Services Director Sullivan explained that Council wanted the city to continue moving forwards with the Memo of Understanding (MOU) on the Reed Property. Part of that was to transfer the property so as the city could lease it to Mt. Rainier Athletic Club (MRAC) as a lower lease option. He went over different options available to Council.

Council discussed and shared their ideas and concerns, including:

- The reasons for the transfer.
- The fair market value.
- A full lease vs. a reduced lease rate.
- Surplus options.
- Communications between MRAC and the City.

Council asked staff to form an Ad-Hoc Committee to see where all the interested parties stand on the project and bring a recommendation back to City Council.

Audio starts at:
7:18

IV. EXECUTIVE SESSION:

Mayor Carter announced the City Council will meet in Executive Session pursuant to RCW 42.30.110(1)(h). to discuss potential litigation with legal counsel. He stated the session will last for 20 minutes. The meeting began at 7:18 p.m.

Due to no action being taken on the matter, Mayor Carter announced the Council Meeting would now be adjourned.

Mayor Carter requested a 10-minute continuation at 7:38 p.m., a 20-minute continuation at 7:48 p.m., and the session concluded at 8:08 p.m.

V. ADJOURNMENT:

At 7:18 p.m. the Meeting was adjourned by Mayor Carter with the common consent of the City Council.

Sadie A. Schaneman, City Clerk

Terry Carter, Mayor

Items presented to Council at the April 2, 2024, Workshop: None.

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

CITY COUNCIL MEETING

April 09, 2024
6:00 P.M.
DRAFT MINUTES



www.ci.bonney-lake.wa.us

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.

Audio starts at:
06:00:00

- I. CALL TO ORDER** – Mayor Terry 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 Dan Swatman, Councilmember Angela Baldwin, Councilmember Gwendolyn Fullerton, Councilmember Kerri Hubler, Councilmember J. Kelly McClimans, and Councilmember Dan Roach.

Staff members in attendance at the physical location were City Administrator John Vodopich, Administrative Services Director Chuck McEwen, Assistant Chief of Police James Keller, Interim Public Services Director Jason Sullivan, City Prosecutor Dena Burke, Legal Specialist II Carol Paul, Maintenance Worker III Joe Lovett, City Clerk Sadie Schaneman, and Records & Disclosure Coordinator Kandice Besaw.

Staff members in virtual attendance using the City’s BlueJeans conference line were Chief Financial Officer Cherie Reieron, Judge Joanna Daniels, Assistant to City Administrator Leslie Harris, Recreation & Special Events Manager David Wells, Administrative Specialist II Debbie McDonald, and City Attorney Jennifer Robertson.

- C. Agenda Modifications: None.
- D. Announcements, Appointments and Presentations:

Audio starts at:
06:01:16

1. **Announcement:**
Councilmember Fullerton:
Communities for Families Coalition: Councilmember Fullerton shared that she attended the Communities for Families Coalition Meeting on April 4, 2024. They are preparing for the Community Summit and there is a friendly competition between Bonney Lake and Sumner Council to bring in the most needed “essential” items. Collection bins will be located at both cities.

2. **Appointment: AB24-20 – Motion M24-20** - A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Consenting To The Mayor's Reappointment Of Planning Commissioners Grant Sulham To Position #3 And Debbie Strous-Boyd To Position #4 And The Appointment Of Sara Wood To Planning Commission Position #6 All With Terms Expiring On April 6, 2027.

**Councilmember McClimans moved to approve the Motion.
Councilmember Hubler seconded the motion.**

Motion approved 6 – 0.

II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

A. Public Hearings: None.

B. Citizen Comments:

Dan Decker, 20401 70th St E, Bonney Lake: Spoke about lethal poisons and how the government has used trickery to get us to take it.

Erin Muske, Bonney Lake Library: Gave updates on upcoming Library events such as the Kindness club, Daffodil Princess reading and she also let Council know that the Tehaleh Rotary Club will be organizing a road cleanup April 20th for the trash that is on the sides of the road going up the hill.

Laurie Shapiro, 7214 194th Ave E, Bonney Lake: Thanked the city for the no parking signs on 194th, inquired about no towing signs and expressed her concern for the boat launch and park security.

Steve McCoy, 16911 42nd Ct. E.: Expressed appreciation for Council for everything they do they do, their dedication, and their commitment.

C. Correspondence: None.

III. COUNCIL COMMITTEE REPORTS:

- A. Finance Committee: Deputy Mayor Swatman reported the Finance Committee met in person and virtually today at 5:00 p.m. The Committee went thru personnel updates, discussed and forwarded AB24-32 to a future meeting, discussed website updates, the recreation program, and approved their minutes.
- B. Community Development Committee: Councilmember Fullerton reported the Community Development Committee met in person and virtually on April 2, 2024, at 5:00 p.m. The Committee discussed and forwarded AB24-25 and AB24-

26 to a future meeting, discussed the wastewater treatment tour and approved their minutes.

- C. Public Safety Committee: Councilmember Baldwin reported the Public Safety Committee met in person and virtually today at 3:30 p.m. The Committee received an update from the Police Department and East Pierce Fire and Rescue; received a report from the Emergency Manager and the Prosecutor, reviewed the Allan Yorke Park operational plan, discussed and forwarded AB24-28 to a future meeting and approved their minutes.
- D. Other Reports: None.

Audio starts at: **IV.**
06:31:00

CONSENT AGENDA:

- A. **Approval of Corrected Minutes:** March 19, 2024, City Council Workshop and March 26, 2024, City Council Meeting.
- B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable check/vouchers #96509 to #96590, and wire transfers #2024030101, #2024030401, #2024031317, #2024032101, #2024032401, #2024032402, and #2024031701 in the amount of \$787,158.11. **Voids:** None.
- C. **Approval of Payroll:** March 16 – 31, 2024 for checks #34959 - 34968 including Direct Deposits and Electronic Transfers totaling \$929,035.75. **Voids:** None.

Councilmember Fullerton moved to approve the Consent Agenda. Councilmember Roach seconded the motion.

Consent Agenda approved 6 – 0.

- V. **FINANCE COMMITTEE ISSUES:** None.
- VI. **COMMUNITY DEVELOPMENT COMMITTEE ISSUES:** None.
- VII. **PUBLIC SAFETY COMMITTEE ISSUES:** None.

Audio starts at:
06:32:36

VIII. FULL COUNCIL ISSUES:

- A. **City Council Candidate Speeches/Interviews (15 minutes per candidate).**

Mayor Carter went over the interview process. He explained that at the conclusion of the interviews the Council will go into an executive session and return to the meeting to open the floor for nominations and voting.

The applicants were interviewed in the following order:

Jessie Lovett

Chris Blanco
Aaron Davis
Rod Vincent
Teresa Caron
Joe Finden

Audio starts at:
07:45:57

IX. EXECUTIVE SESSION:

Mayor Carter announced the City Council will meet in Executive Session pursuant to RCW 42.30.110(1)(h) to discuss the qualifications of a candidate for appointment to elective office. Mayor Carter announced the meeting would last 20 minutes. The meeting began at 7:46 p.m.

Mayor Carter requested a 15-minute continuation at 8:06 p.m., City Administrator John Vodopich a 15-minute continuation at 8:21 p.m., Sadie Schaneman a 2-minute continuation at 8:36 p.m., City Administrator John Vodopich a 5-minute continuation at 8:38 p.m., and the session concluded at 8:43 p.m.

Audio starts at:
08:06:00

X. DISCUSSION REGARDING VACANCY:

Mayor Carter opened the floor for nominations. Councilmember Fullerton nominated Teresa Caron. Councilmember Hubler nominated Jessie Lovett. Councilmember Roach nominated Chris Blanco. Deputy Mayor Carter closed the nominations.

Each nominee received 3 votes resulting in a tie. Mayor Carter asked if any Councilmember was willing to change their vote to reach a majority. All Councilmembers voted no to changing their votes.

Councilmember McClimans moved to reopen nominations. Councilmember Swatman seconded the motion.

**Motion approved 4 – 2.
Councilmember Baldwin and Fullerton voted no.**

Councilmember Roach nominated Aaron Davis.

Mayor Carter asked for votes and each nominee received 3 votes resulting in a tie. With no majority vote again, Council decided to go into executive session to discuss nominees.

Deputy Mayor Swatman moved to extend the meeting past 9:00 p.m. and to go into executive session. Councilmember Fullerton seconded the motion.

Motion approved 6 – 0.

Mayor Carter announced the City Council will meet in Executive Session pursuant to RCW 42.30.110(1)(h) to discuss the qualifications of a candidate for appointment to elective office. Mayor Carter announced the meeting would last 20 minutes. The meeting began at 8:53 p.m.

City Administrator John Vodopich requested a 20-minute continuation at 8:53 p.m., a 10-minute continuation at 9:13 p.m., a 10-minute continuation at 9:23 p.m., and the session concluded at 9:33 p.m.

Councilmember Hubler moved to postpone the nominations to the April 16th Council Workshop. Councilmember McClimans seconded the motion.

Motion approved 6 – 0.

XI. ADJOURNMENT:

At 9:36 p.m. the Meeting was adjourned by Mayor Carter with the common consent of the City Council.

Sadie A. Schaneman, CMC, City Clerk

Terry Carter, Mayor

Items presented to Council at the April 09, 2024, Meeting for the record: None.

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

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

Department/Staff Contact: HR/Brian Sandler	Meeting/Workshop Date: April 16, 2024	Agenda Bill Number: AB24-29
Agenda Item Type: Motion	Ordinance/Resolution/ Motion Number: M24-29	Sponsor:

Agenda Subject: Collective Bargaining Agreement with the Assistant Chiefs Police Guild.

Full Title/Motion: A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Labor Agreement With The Assistant Police Chiefs Guild Representing The Assistant Chiefs From January 1, 2024 Through December 31, 2026,

Administrative Recommendation: Approve.

Background Summary: Since March 25, 2024, the City's negotiation team (Chief Mark Berry, Leslie Harris, John Vodopich, and Brian Sandler) have been negotiating a successor agreement that expired December 31, 2023. The City and Guild reached a Tentative Agreement on March 22, 2024 and was approved by its members.

Attachments: 2024-2026 Guild, Assistant Chiefs Redline Version Collective Bargaining Agreement.

BUDGET INFORMATION				
Budget Amount	Current Balance	Required Expenditure	Budget Balance	Fund Source
		\$31,869.44		<input type="checkbox"/> General <input type="checkbox"/> Utilities <input type="checkbox"/> Other
Budget Explanation: An 8.5% COLA in the first year of the contract. A 3% COLA has already been included in the budget. The required expenditure is the difference of the 5.5% COLA for both Assistant Chiefs.				

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

COUNCIL ACTION	
Workshop Date(s): 4/16/2024	Public Hearing Date(s):
Meeting Date(s): [Date]	Tabled to Date:

APPROVALS		
Director: <i>Brian Sandler</i>	Mayor: <i>Terry Carter</i>	Date Reviewed by City Attorney: (if applicable)



AGREEMENT

BY AND BETWEEN

THE CITY OF BONNEY LAKE

AND

BONNEY LAKE ASSISTANT CHIEFS POLICE GUILD

(REPRESENTING THE ASSISTANT CHIEFS)

JANUARY 1, 2024, THROUGH DECEMBER 31, 2026

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ARTICLE 1 GUILD RECOGNITION

- 1.1 GUILD RECOGNITION — The Employer recognizes the Guild as the exclusive bargaining representative for all full-time, fully commissioned Assistant Chiefs employed by the City of Bonney Lake.

The language of this Section does not waive and is not a bar to the Guild's right to petition PERC for the inclusion of other classifications (new or current) in the Guild.

ARTICLE 2 ENTIRE AGREEMENT

- 2.1 ENTIRE AGREEMENT — The Agreement expressed here in writing constitutes the entire Agreement between the parties, and no oral statement shall add to or supersede any of its provisions.

ARTICLE 3 MANAGEMENT RIGHTS

- 3.1 MANAGEMENT RIGHTS — City's business, the efficient management and operation of the workforce are vested in the City.

- 3.2 Except as specifically restricted by this Agreement, and subject to the City's obligation to bargain pursuant to RCW 41.56 et seq., the foregoing functions of the City are recognized to include, but are not limited to, the right to hire, promote, and change or discontinue operations, practices, and work of employees, including establishing or modifying job classifications and descriptions. It further includes the right to determine the hours of work, work schedules, and to make and enforce rules and regulations to promote safety, efficiency, discipline for just cause, order, and protection of the City's employees, operations, and property from injury, damage, or other loss from any source, provided nothing herein shall be construed to waive the City's obligation to bargain changes in mandatory subjects of bargaining and nothing herein shall be construed to waive the Guild's obligation to bargain changes in mandatory subjects.

ARTICLE 4 GRIEVANCE PROCEDURE

- 4.1 Grievance, as used herein shall mean any dispute or controversy that may arise over the interpretation or application of an express provision of the Agreement.

- 4.1.1 STEP ONE — Within fifteen (15) calendar days of knowledge of the occurrence the situation, condition or action giving rise to an alleged employee grievance, the employee affected or a Guild representative, shall present the grievance, in writing, to the Chief of Police or his designee. The written grievance shall contain the specific contract violation, a brief summary of the relevant facts, and the remedy sought by the grievant. The Chief of Police or his designee shall provide a written response to the employee or Guild representative within fifteen (15) calendar days of receipt of the grievance.

- 4.1.2 STEP TWO — Within fifteen (15) calendar days of receiving the Step One written response from the Chief of Police or his designee that a satisfactory settlement was not reached, the employee affected or a Guild representative shall present the grievance, in writing, to the Mayor or designee. The Mayor or designated representative may request a meeting as soon as possible, but in no event may the meeting occur later than twenty (20) calendar days after the Mayor or designated representative's receipt of the request for the purpose of discussing the grievance. If a meeting between the Mayor or designee and the Guild occurs, the Mayor or designee shall render a written decision about the grievance within fifteen (15) calendar days. If a meeting does not occur, the Mayor or designee shall render a written decision about the grievance within ten (10) calendar days following receipt of the grievance.
- 4.1.3 STEP THREE — If, after thorough evaluation, the decision of the Mayor or designee has not resolved the grievance in Step Two, the Guild shall notify the Mayor or designee in writing that they are pursuing the matter through arbitration within twenty (20) calendar days following the completion of Step Two. The Guild has sole discretion as to whether to request grievance arbitration.
- 4.2 ARBITRATOR — Arbitrations involving discipline will be processed in accordance with state law.
- 4.2.1 The decision of the Arbitrator shall be final and binding on both parties; provided, however, the Arbitrator shall have no power to add to, subtract from or alter, change, or modify the terms of this Agreement, and the Arbitrator's power shall be limited to interpretation or application of the express terms of this Agreement, and all other matters shall be excluded from arbitration.
- 4.2.2 Each party shall bear the cost of its own representation and presentation of their case. The Arbitrator's fee and costs shall be paid by the losing party as determined by the Arbitrator.
- 4.3 TIME LIMITS — At any step of the grievance procedure time limits may be extended by mutual written agreement of the parties.
- 4.4 ELECTION OF REMEDY — Should the effected employee wish to appeal a disciplinary action that results in economic sanctions, as defined in Article 6 of this Agreement, the employee may file a petition with the Civil Service Commission in accordance with the rules of the Commission. Such petition to the Civil Service Commission waives all rights of appeal through the grievance procedure.

ARTICLE 5 NON-DISCRIMINATION

- 5.1 **NON-DISCRIMINATION** — Any employee member of the Guild, acting in any official capacity whatsoever, shall not be unlawfully discriminated against for their acts as such officer of the Guild, nor shall there be any unlawful discrimination against any employee because of Guild membership or activities.
- 5.2 The City is an equal opportunity employer, and shall not discriminate on the basis of race, religion, color, national origin, ancestry, age, sex (including pregnancy), marital status, sexual orientation, genetic information, veteran/military status or disability status and/or any other protected class or characteristic consistent with state and federal laws unless based on a bona fide occupational qualification.

ARTICLE 6 DISCIPLINE AND DISCHARGE

- 6.1 **JUST CAUSE** — Disciplinary action and/or discharge shall be imposed upon an employee only for just cause.
- 6.2 In the administration of discipline, the provisions of the Police Department Policy and Procedure Manual that relate to standards of conduct by an employee shall apply unless contrary to or inconsistent with expressed language in this Agreement.
- 6.2.1 **DISCIPLINARY ACTIONS** — Disciplinary action shall include only the following:
- a. Verbal Reprimand
 - b. Written Reprimand
 - c. Reassignment (with an economic benefit attached)
 - d. Suspension Without Pay
 - e. Demotion
 - f. Discharge

Disciplinary action will normally be progressive in nature, but the level of discipline administered may depend upon the seriousness of the offense.

- 6.2.2 **Guild and Employee Rights** — The Guild shall have the right to process any disciplinary action as a grievance through the grievance procedure, except for a verbal reprimand and except for employees serving an initial probationary period who are discharged. Written reprimands may be grieved only to Step Two of the grievance procedure (appeal to Mayor or designee), not Step Three (arbitration); if a written reprimand is timely grieved in accordance with the terms of the grievance procedure, the merits of the grievance may later be challenged if the written reprimand is relied upon to support a higher step of progressive discipline.

The suspect employee and the Guild shall be entitled to Guild representation and/or legal representation at all meetings attended by the suspect employee where discipline is being considered for that suspect employee.

- 6.3 INVESTIGATIVE INTERVIEWS/GARRITY/ADMINISTRATIVE LEAVE – The employee will be required to cooperate with any investigation conducted by the Employer or a member agency. During any investigation of a non-criminal matter, the employee will be required to answer any questions asked that reasonably relate to their conduct, job performance, or fitness for duty. If the employee is required to answer questions as part of an investigation, the employee's responses may be used for administrative purposes but will not be used or introduced into evidence in a criminal proceeding against the employee. An employee's failure to cooperate with an investigation and/or to answer questions during an investigation will be considered insubordination and may be the subject of disciplinary action in and of itself, including dismissal.

The Employer may place employees on paid administrative leave during investigations where appropriate to protect the employee, other employees, or agency operations, to limit disruptions within the workplace, or to protect the integrity of the investigation. Employees on paid administrative leave must remain available during their normal hours of work. Paid administrative leave, consistent with the foregoing, is not discipline and is not subject to the grievance procedure.

- 6.4 INVESTIGATIVE INTERVIEWS/INTERNAL AFFAIRS INVESTIGATIONS – The interview of a suspect employee concerning action(s) or inaction(s) which, if proved, could reasonably lead to a reassignment, suspension without pay, demotion, or discharge for that employee, shall be conducted under the following conditions and procedures:

- a. If an employee is considered a suspect, at a reasonable time in advance of the investigative interview, the suspect employee shall be informed in writing, with a copy to the Guild, of the nature of the investigation; the specific allegations related thereto; and the policies, procedures and/or laws that form the basis for the investigation; and shall be advised that an opportunity to consult with a Guild representative and/or legal representative will be afforded prior to the interview.
- b. The requirements of Section 6.4.a of this agreement shall not apply if (1) the suspect employee is under investigation for violations that are punishable as felonies or misdemeanors under law, or (2) in the discretion of the Chief or his designee, notices to the suspect employee would jeopardize the administrative investigation.
- c. The suspect employee shall have the right to have a Guild representative present during any interview which may reasonably result in a suspension without pay, demotion or discharge of the suspect employee. The opportunity to have a Guild representative present at the interview or the opportunity to consult with a Guild representative shall not unreasonably delay the interview. However, if the

interview begins with the consent of the suspect employee in the absence of a Guild representative, but during the interview the suspect employee concludes that assistance is required by reason of increasing seriousness of the disciplinary problem, the suspect employee shall be allowed a reasonable time in which to obtain a Guild representative.

- d. To the extent reasonably possible, all interviews under this section shall take place at Police Department facilities.
- e. The city may schedule the interview outside of the employee's regular working hours.
- f. The employee shall be required to answer any question concerning a non-criminal matter under investigation and shall be afforded all rights and privileges to which the employee is entitled under state or federal laws.
- g. The employee shall not be subject to coercion, nor shall the interrogator(s) make promises of rewards or threats of harm as inducements to answer questions.
- h. During an interview, the employee shall be entitled to such reasonable intermissions as the employee may request for personal physical necessities.
- i. All interviews shall be limited in scope to activities, circumstances, events and conduct that pertain to the action(s) or inaction(s) of the employee that is the subject of the investigation. Nothing in this Section shall prohibit the City from questioning the employee about information that is developed during the interview.
- j. If the Police Department records the interview, a copy of the complete recorded interview of the suspect employee, noting the length of all recess periods, shall be furnished to the employee upon the suspect employee's written request. If the interviewed suspect employee is subsequently charged with misconduct, upon the written request of the suspect employee or the Guild, the City shall provide a complimentary copy of any recordings to the Guild on behalf of the employee.
- k. Interviews and Internal Affairs investigations shall be concluded without unreasonable delays.
- l. The employee and the Guild shall be advised within a reasonable period of time, in writing, of the results of the investigation and what future action, if any, will be taken regarding the matter investigated.

- m. This Article is not intended to limit the Police Department's ability to conduct a fair and comprehensive investigation nor impose unreasonable time limits upon the conduct of such investigation.

6.5 NOTICE AND OPPORTUNITY TO RESPOND — Upon reaching the conclusion that just cause exists to discipline an employee with a reassignment, or a suspension without pay, or a demotion, or discharge, the Chief of Police or his designee shall provide the employee and the Guild with the following, prior to the administration of discipline:

- a. A copy of all materials a part of or related to the investigation upon which the allegation(s) or charge(s) are based.
- b. The directives, policies, procedures, work rules, regulations or other order(s) of the City that were allegedly violated and how these were violated.
- c. The disciplinary action being considered.
- d. Copies of previous documented disciplinary actions identified in Section 6.1 of this agreement.

6.5.1 EMPLOYEE'S RESPONSE — The affected employee and the Guild shall have the opportunity to respond to the allegation(s) or charge(s) orally or in writing, normally within forty-eight (48) hours of receiving the information and materials provided by the City in Section 6.2.1 of this agreement, provided the Guild may request a reasonable extension of time to respond, which request will not be unreasonably denied by the Police Chief or his/her designee.

6.5.2 PRE-DISCIPLINARY MEETING — If the employee and/or the Guild chooses to respond orally, an opportunity to respond to the allegation(s) or charge(s) shall occur at a pre-disciplinary meeting conducted and presided over by the Police Chief or his/her designee, who shall have the authority to impose or to recommend the proposed disciplinary action. Reasonable advance notice of this meeting and its time and location shall be given to the employee and the Guild. This meeting shall be informal. The employee and the Guild shall be given reasonable opportunity to be heard, to respond to the allegation(s) or charge(s), and to have the responses considered prior to the imposition of discipline.

6.5.3 CITY'S DECISION — Within a reasonable time, but not beyond forty-five (45) calendar days from the date of the pre-disciplinary meeting, the Police Chief or his designee shall issue a written decision imposing discipline, exonerating the employee, or taking such other action deemed appropriate.

6.6 USE OF DEADLY FORCE SITUATIONS — An employee using deadly force while exercising authority as a Police Officer shall be allowed to consult with a Guild representative or attorney, upon request, prior to being required to give an oral or written statement about

the use of deadly force. An employee using deadly force shall be afforded seventy-two (72) hours before giving a statement.

ARTICLE 7 SICK LEAVE

7.1 SICK LEAVE — Employees shall accrue sick leave at the rate of eight (8) hours for each full calendar month of employment, to a maximum annual carry-over of nine hundred-sixty (960) hours.

7.2 PAYOFF — At time of separation from employment, employees who have completed five (5) or more years of service with the City shall be eligible for cash out of a percentage of their sick leave balance, otherwise, unused sick leave is forfeited. The maximum hours eligible for cash out is seven hundred twenty (720) hours. Employees shall be compensated at their current regular base rate of pay in effect at time of separation of employment in accordance with the following schedule:

Employees hired prior to January 1, 2022

- If separation due to resignation or layoff, eligible to be cashed out at 25%.
- If separation due to disability, death, demonstrated eligibility for DRS or Social Security, eligible to be cashed out at 100%.

Employees hired after January 1, 2022

- If separation due to resignation or layoff, eligible to be cashed out at 25%.
- If separation due to disability or death, eligible to be cashed out at 100%.
- If separation due to eligibility for retirement under DRS rules or Social Security, eligible to be cashed out at 100% of the first 360 hours with the remaining balance to be cashed out at 50%.

7.2.1 Employees hired after January 1, 2022, who have accumulated seven hundred twenty (720) hours of sick leave in their sick bank may sell up to thirty (30) hours on an annual basis. Employees who choose to sell back sick leave hours must notify payroll and the Police Chief in writing or email of their intent to cash out hours by December 31. Payment and adjustment of the employee's sick leave balance will be made by payroll by the second pay date in January of the following year.

7.3 USAGE — Employees eligible for sick leave with pay shall have such leave deducted from accrued sick leave for any reason permitted under federal, state, or local laws.

7.4 NOTIFICATION — An employee on sick leave shall notify the Chief or designee of the fact and the reasons therefore within four (4) hours (when possible) prior to the beginning of the employee's scheduled shift and shall complete a sick leave report upon return to work.

7.4.1 Should the sick leave continue beyond three (3) consecutive shifts, and if required by the Chief or designee, the employee shall file a health care practitioner's statement

with the Chief confirming that the employee was not fit for duty during the time in question.

- 7.4.2 Unless otherwise prohibited by Washington State law based on an established “undue burden or expense,” failure to provide notice or provide a health care practitioner’s statement and/or complete a sick leave report as required herein, may be cause for denial of such leave with pay for the period of absence.
- 7.4.3 WORKERS’ COMPENSATION AND LEOFF II BENEFITS – The Employer provides Workers Compensation benefits, or comparable benefits administered through a self-insurance program, based on the minimum requirements of Washington law. The Employer also provides LEOFF 2 supplemental disability benefits based on the minimum requirements of Washington law.

Upon suffering a temporary on-the-job injury qualifying for Workers Compensation or LEOFF 2 benefits, the injured employee shall meet with the Employer’s Human Resources department to discuss available options. This meeting shall occur as soon as reasonably possible following the injury. Employees have the option of supplementing Workers’ Compensation or LEOFF 2 benefits with the use of paid leave, discounted by that amount owed by the Employer under the LEOFF 2 benefit (RCW 41.04.510).

When employees are out on leave due to a work-related injury and receiving time-loss compensation payment from L&I, the employee can make a selection on the appropriate form to the HR division within seven (7) business days with their option on how to be compensated. If the employee does not submit the form within the deadline, the default option below will be initiated. HR will provide notice to the effected employee of alternative available options, which they may elect in writing.

Default: Submit the L&I check to Payroll and Payroll will return the hours used from employee’s sick leave bank. (Example: employee makes \$20/hr. and receives an L&I check for \$1500. Employee would receive $1500/20 = 75$ hours back.)

Should an employee exhaust paid leave while on leave covered by Workers’ Compensation or LEOFF 2 benefits, the employee will be responsible for making payments typically taken by payroll deduction (e.g., union dues, health insurance premiums) directly to the Employer. The Employer will notify the employee of this obligation. Should an employee fail to pay for these employee deductions, the Employer shall have the right to terminate the affected benefits.

- 7.5 LIGHT DUTY – If available, to help facilitate the employee to return to work, the Employer has the discretion to offer a light duty assignment to an employee on Workers’ Compensation leave. Light duty assignments shall normally be limited to ninety (90) calendar days, unless extended at the discretion of the Employer.

- 7.6 PAID FAMILY AND MEDICAL INSURANCE BENEFITS – Eligible employees are covered by Washington’s Family and Medical Leave Program, RCW 50A.04. Eligibility for leave and benefits are established by state law and therefore independent of this Agreement. Benefits for this program are funded by both Employer and employee payroll deductions, with payroll deductions for eligible employees based on the default maximum percentages listed in RCW 50A.04.115.
- 7.7 FAMILY LEAVE — The Employer shall comply with the state and federal Family Leave Acts as presently set forth or hereinafter amended.

ARTICLE 8 BEREAVEMENT LEAVE

- 8.1 BEREAVEMENT LEAVE — In the event of the death of one of the employee's immediate family members, up to four (4) shifts bereavement leave shall be granted. Additional leave time, which will be charged as sick, holiday or vacation balances previously earned, at the employee’s discretion, may be granted at the discretion of the Chief or his/her designee. All leave under this section shall be taken within thirty (30) days of the date of death, unless otherwise approved by the Mayor or designee. Immediate family shall include parents (including stepparents), siblings, spouse, spouse equivalent, child (including stepchild, foster child or legally adopted child), mother-in-law and father-in-law or grandparents of the employee, or someone who has an expectation to rely on the employee for care, whether living with them or not.

ARTICLE 9 VACATIONS

- 9.1 Employees may accumulate a maximum of two hundred forty (240) hours vacation. Any vacation accrued up to the pay period ending December 15th of the current calendar year, but not taken or scheduled to be taken by December 31, in excess of two hundred forty (240) hours shall be paid to the employee at his/her current regular straight time rate of pay, provided the employee has been prohibited from taking sufficient vacation time to reduce his/her vacation balance to the maximum allowable carryover by December 31, and provided employees are required to responsibly manage their vacation balances during the calendar year, including an obligation to schedule vacation time outside of the most desired dates if those dates are already reserved. Vacation balances in excess of two hundred forty (240) hours shall be forfeited. Vacation accrued during the pay period ending December 31st of the current calendar year and not eligible for use until the following calendar year is not subject to this forfeiture. Employees that enter a leave without pay status for three (3) days or more during a pay period shall accrue vacation hours on a pro-rata basis.
- 9.2 Any employee separated from service with the City for any reason, shall be paid for their accrued vacation pay at the time of separation.
- 9.3 The employee shall choose vacation time in order of classification seniority.

ARTICLE 10 HOLIDAYS

- 10.1 In lieu of receiving federally recognized holidays on their prescribed dates as listed in the Bonney Lake Municipal Code 2.32.010, Assistant Chiefs employed with the City on January 1st shall receive seventy (70) hours of holiday leave placed in their holiday leave bank. On July 1, an additional sixty (60) hours) of holiday leave for federally recognized holidays as listed in Bonney Lake Municipal Code 2.32.010 will be placed in their holiday leave bank. An employee hired between January 2nd and June 30th shall receive holiday leave on a pro-rata basis of the seventy (70) hours from date of hire placed in their holiday leave bank. An employee hired between July 1 and December 31, shall receive holiday leave on a pro-rata basis of the sixty (60) hours from date of hire placed in their holiday leave bank.
- 10.2 An additional two (2) ten (10) hour floating holidays shall be added to the banked holiday hours. Employees hired or promoted to the Assistant Chief position after July 1 shall receive one (1) additional ten (10) hour floating holiday added to their holiday leave balance.
- 10.3 Holiday bank hours or floating holidays not used by December 31 of the current year will be forfeited.
- 10.4 When an employee separates from employment, any unused holiday hours will be cashed out based on the number of recognized federal holidays prior to the employee's separation date. If an employee has used more than the recognized federal holidays that have occurred from their date of separation, the number of hours used will be deducted from their final paycheck.
- 10.5 UNPAID RELIGIOUS HOLIDAYS – Pursuant to RCW 1.16.050(3), an employee is entitled to two (2) unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church, or religious organization. Leave will be provided in accordance with Washington law and the City's personnel policies. In the event the City's personnel policies conflict with Washington law, then the minimum requirements of the law shall apply.

ARTICLE 11 WAGES

- 11.1 WAGES — Employees covered by this Agreement shall be compensated in accordance with the wage schedule set forth in Appendix A to this Agreement.
- 11.2 PAY DATES — Pay dates are on the 7th and 22nd each month.
- 11.3 DIRECT DEPOSIT - Direct Deposit shall be mandatory for all staff.

ARTICLE 12 UNIFORMS & EQUIPMENT

- 12.1 UNIFORMS — Upon employment, the Employer shall provide a new probationary employee with all clothing and uniforms as may be required by the Police Chief.
- 12.2 The Employer shall provide each employee all uniforms and equipment required by changes or additions as required by the Police Chief.
- 12.3 The City shall provide an amount consistent with the Bonney Lake Police Guild members for the purchase of uniforms and items required by the Police Chief. All uniforms will be produced for inspection upon request by the Police Chief or their designee.
- 12.4 Any uniform or equipment item authorized by the Police Chief which becomes damaged in the line of duty through no fault of the employee shall be replaced by the City and not charged against the officer's clothing allowance.
- 12.5 Upon termination for any reason, the employee shall return all clothing, uniforms, and equipment issued and authorized by the Police Chief.
- 12.6 VEHICLES — Each assistant chief shall be assigned a vehicle with take home privileges, provided vehicle use shall be limited to no more than fifteen (15) miles outside the City limits unless authorized by the Police Chief. If at any point the employer is unable or unwilling to provide a vehicle with take home privileges to any assistant chief hired prior to January 1, 2006, the employer shall replace the vehicle with a premium equal to six (6%) percent of the assistant chiefs monthly base wage to be paid monthly. A commissioned officer hired on or after January 1, 2006, the employer shall replace the vehicle with a premium equal to three percent (3%) of the assistant chiefs monthly base wage, such premium to be paid monthly. The employer will also have up to ninety (90) days, if necessary, to repair or replace damaged vehicles.

ARTICLE 13 HEALTH AND WELFARE

- 13.1 MEDICAL — The Employer agrees to make contributions, as set forth in succeeding sections. These contributions shall be made on behalf of every employee covered by this Agreement who was compensated eighty (80) or more hours in the preceding month.
- 13.2 The employer shall pay each month ninety-five percent (95%) of the premiums for the employee and eligible dependents. Employees shall pay each month five percent (5%) of the premium cost for eligible dependents.

Employees shall select between LEOFF TRUST plan F or AWC Kaiser \$200.

- 13.2.1 Contributions are to be made to the Trust Fund on or before the tenth (10th) day of each month.

13.3 The Employer and the Guild agree to be bound by the terms and conditions of the United Employees Benefit Trust Agreement and the Law Enforcement Officers' and Fire Fighters' (LEOFF) Trust Agreement, and subsequent amendments.

13.3.1 DENTAL — The Employer shall pay each month one hundred percent (100%) of the premium necessary to purchase employee dental coverage and one hundred percent (100%) of the premium necessary to purchase dependent dental coverage.

The employee shall select from AWC Dental Plan F with orthodontia rider or Willamette Dental (\$10 co-pay plan).

13.3.2 VISION — For employees who select LEOFF Trust Plan F, the Employer shall provide vision benefits through LEOFF Plan F, which is bundled with Plan F. For employees who select AWC Kaiser \$200, the Employer shall provide vision benefits through Vision Services Plan (VSP) No-Deductible and pay 100% of the premiums.

13.3.3 TIME LOSS — The Employer shall provide benefits for Time Loss through the United Employees Benefit Trust.

13.4 LIFE INSURANCE - THE Employer will provide life insurance to each covered employee in the amount of fifty thousand (\$50,000) dollars.

13.5 DISABILITY — The Employer shall pay one hundred percent (100%) of the premium for a long-term disability plan as selected by the employer, currently the AWC LTD ninety (90) day elimination plan.

13.6 The employee's premium contribution for medical insurance shall be paid through the City's IRC Section 125 plan.

13.7 VEBA - The City will establish a Voluntary Employees Beneficiary Association (VEBA) Plan to reimburse out-of-pocket medical care costs, as defined by the IRS, for eligible employees and their dependents. The city and the Employee will not be contributing to the members' VEBA on a regular basis. Instead, contributions on behalf of each eligible employee shall be based on the following selected funding sources/formulas:

Eligible Sick and Vacation Leave Contributions upon retirement or separation from service. Eligibility is limited to employees who retire or separate from service with eligible leave cash-out rights during the term hereof. Employer contributions for anyone separating in 2024 shall include 100% available and eligible cash-out value of all eligible unused leave days sick and vacation accrued and eligible for cash-out upon per the negotiated agreement. The eligibility of the sick leave cash out is described in the Collective Bargaining Agreement. The bargaining unit shall elect annually whether all or a percentage of eligible sick and vacation leave cash outs shall be cashed out to pay or VEBA and provide their preference via email to Human Resources by December 31st of each year to be effective for the following year.

ARTICLE 14 HOURS OF WORK

- 14.1 Work Schedule — The work week will be based on a full-time equivalency (FTE) being equal to 2080 hours through a 9/80, 4/10 or 5/8 work schedule. The regular assistant chief work schedule shall consist of four (4) consecutive ten (10) hour days on duty, followed by three (3) consecutive days off duty. One assistant chief will work Monday-Thursday and one assistant chief will work Tuesday-Friday. Selection of the work schedule is based on seniority from date of promotion to assistant chief. The Police Chief reserves the right to assign an alternate work schedule for employees when assignments, special duties, training, vacations, or sick leave preclude the use of the regular work schedule.
- 14.1.2 The Assistant Chiefs recognize that they are FLSA exempt and are not eligible for overtime compensation.

ARTICLE 15 LAYOFF

- 15.1 In the event of a reduction in the workforce, the Employer shall lay off the employee with the least seniority within the classification from which the layoff occurs. Employees who have completed their probation in a previous position may bump back to the classification from which they were promoted. As provided under BLMC 2.08.080(B), we may elect to retain the right to discipline or dismissal only for cause and related rights under RCW 41.12.080 and 41.12.090 and the corresponding provisions of the Bonney Lake Civil Service Commission rules and regulations. If one or both of the assistant chief positions are eliminated for budgetary, reorganization, or other reasons other than just cause, the assistant chief(s) may return to the last held civil service position within the department at the top step of the salary range for said position.

ARTICLE 16 DEFERRED COMPENSATION

- 16 Employees that elect to enroll in the Mission Square 457 Deferred Compensation Plan are eligible to receive a matching contribution from the employer. The Employer shall match on a one-to-one basis up to one hundred and fifty dollars (\$150.00) per month for regular full-time employees. Employees are responsible for following procedural requirements as dictated by Mission Square.

ARTICLE 17 EDUCATIONAL PREMIUM

- 17.0 An educational premium of \$250 annually shall be paid to those employees who have achieved a BA/BS degree.

18.1 This Agreement is effective upon the date of ratification and shall remain in full force through December 31, 2026.

DATED this 16th day of April, 2024

CITY OF BONNEY LAKE

**BONNEY LAKE ASSISTANT CHIEFS
POLICE GUILD**

DocuSigned by:



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Terry Carter, Mayor

DocuSigned by:



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James Keller, Assistant Chief

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Mark Berry, Chief of Police

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Ryan Boyle, Assistant Chief

APPENDIX A: Salary Schedules

THIS APPENDIX is supplemental to that Agreement by and between the CITY OF BONNEY LAKE, WASHINGTON ("Employer") and the BONNEY LAKE ASSISTANT CHIEFS POLICE GUILD ("Guild").

- A.1 The following salary schedule includes an 8.5% COLA and is effective January 1, 2024 and effective through December 31, 2024.

Step A	Step B	Step C	Step D
0-6 Months	7-12 Months	13-24 Months	25+ Months
\$ 13,865.22	\$ 14,660.52	\$ 15,499.23	\$ 16,387.84

- A.2 The following salary schedule includes a 4.5% COLA and is effective January 1, 2025 and effective through December 31, 2025.

Step A	Step B	Step C	Step D
0-6 Months	7-12 Months	13-24 Months	25+ Months
\$ 14,489.15	\$ 15,320.24	\$ 16,196.69	\$ 17,125.29

- A.3. The following salary schedule includes a 2.5% COLA and is effective January 1, 2026 and effective through December 31, 2026.

Step A	Step B	Step C	Step D
0-6 Months	7-12 Months	13-24 Months	25+ Months
\$ 14,851.38	\$ 15,703.25	\$ 16,601.61	\$ 17,553.43

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

Department/Staff Contact: Public Services Department Jason Sullivan Interim Public Services Director	Meeting/Workshop Date: April 16, 2024	Agenda Bill Number: AB24-33
Agenda Item Type: Discussion	Ordinance/Resolution Number: M24-33	Sponsor:

Agenda Subject: Land Capacity Analysis and Growth Alternatives (Comprehensive Plan Update).

Full Title/Motion: A Motion of the City Council of the City of Bonney Lake, Pierce County, Washington, identifying Growth Alternative Number _____ as the City Council’s preferred Growth Alternative.

Administrative Recommendation: None.

Background Summary: The City Council will receive a briefing on the results of the recently completed Land Capacity Analysis (LCA) and Growth Alternatives Analysis (GAA). Staff has prepared a briefing memo that includes an executive summary and high-level overview of the LCA and the GAA. Staff has also attached the actual LCA memo and GAA memo prepared by the City’s consultant. The LCA and GAA memos provide an extremely in-depth discussion of the background, methodology, analysis and findings of each memo that are discussed in the briefing memorandum. The briefing memorandum provides sufficient detail to explain the need for both the LCA and GAA and the outcomes of both documents. A copy of the staff’s April 16th presentation is also attached.

Attachments: Briefing Memorandum, Presentation, LCA Memo, GAA Memo.

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

COMMITTEE, BOARD & COMMISSION REVIEW			
Council Committee Review:	<i>Approvals:</i>		Yes No
Date:	Chair/Councilmember		<input type="checkbox"/> <input type="checkbox"/>
	Councilmember		<input type="checkbox"/> <input type="checkbox"/>
	Councilmember		<input type="checkbox"/> <input type="checkbox"/>
Forward to:	Consent Agenda:		<input type="checkbox"/> Yes <input type="checkbox"/> No
Commission/Board Review:	Planning Commission – April 1, 2024		
Hearing Examiner Review:			

COUNCIL ACTION	
Workshop Date(s): 4/16/2024	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

APPROVALS		
Director: <i>Jason Sullivan</i>	Mayor: <i>Terry Carter</i>	Date Reviewed by City Attorney: (if applicable):

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Public Services Briefing Memorandum

Meeting Date: April 16, 2024

Memo Date: April 10, 2024

Staff Contact: Jason Sullivan – Interim Public Services Director

Action Type: Discussion

Agenda Title: Periodic Update – Growth Alternatives

PURPOSE:

The purpose of this item is to brief the City Council on the outcomes of the City’s Land Capacity Analysis and the Growth Alternatives Analysis.

EXECUTIVE SUMMARY:

The City completed a Land Capacity Analysis (LCA) to assess the City’s capacity to serve the projected housing, population, and employment targets for the time periods from 2020-2044 and 2020-2049¹. The LCA classifies land as vacant, buildout/developed or underutilized to determine if the City can accommodate its projected growth targets. The LCA found that the City has ample capacity to meet its overall targets but a deficit of housing for very low and extremely low-income households. As a result, the City is required to identify and implement corrective actions that address this deficit. The City explored two alternatives. Alternative One (Stay the Course), implemented all the “upzones”² envisioned in the City’s current comprehensive plan. Alternative Two (Bend the Trend), is a refreshed perspective on housing that would focus growth in specific areas of the Midtown and Downtown Centers and expand the areas of the City zoned Residential Neighborhood (R-1) with the goal of expanding homeownership opportunities in the City. Both alternatives would address the housing deficit and comply with the minimum requirements of the Growth Management Act. Alternative 2 is more consistent with PSRC’s *VISION 2050*’s goal of reducing the City’s overall population growth rate in the future.

¹ The 2020-2044 growth targets adopted on July 7, 2023 under Pierce County Ordinance No. 2023-22s, the City’s compliance with the GMA and PSRC certification is based on the 2044 targets. The 2020-2049 growth targets extend the 2044 target based on projected growth rate and were simply done to coincide with the City’s centennial and overall planning horizon.

² An upzone refers to a change in zoning regulations that allows for increased density or intensity of land use in a particular area. This typically involves allowing taller buildings and/or more units per acre when compared to the previous zoning designation.

DISCUSSION:

Background

Washington's Growth Management Act (GMA) adopted as Chapter 36.70A RCW mandates that the City adopt and regularly update a comprehensive plan. The City's comprehensive plan is intended to serve as the policy framework to effectively manage growth and development within the City, protect the property rights of the City's residents, facilitate economic development, and guide land use decisions and infrastructure investments.

One of the critical elements is a requirement to demonstrate that there is sufficient development capacity within the City to accommodate future population, housing, and employment growth consistent with both the GMA and the adopted multicounty planning policies established as part of the Puget Sound Regional Council's *VISION 2050*. One of the foundational elements of *VISION 2050* is the Regional Growth Strategy (RGS), which was developed to guide growth within the Central Puget Sound Region³. As part of the RGS, the region is divided into different classifications referred to as "regional geographies." These regional geographies are used to further the development patterns envisioned in *VISION 2050* and assign growth targets to each of these regional geographies within each county. Each county, in coordination with the cities within that county, are then responsible for establishing growth targets for individual jurisdictions that when taken together do not exceed the growth target established for that specific regional geography. Under the newly adopted RSG, the jurisdictions within the Cities and Towns⁴ regional geography are expected to take no more than seven percent (7%) of the growth forecasted for Pierce County.

On July 7, 2023, the City was assigned growth targets for the 2020-2044 planning period pursuant to Pierce County Ordinance No. 2023-22s. The planning horizon for the City's periodic update will be extended out to 2049 to coincide with the centennial for the City. The assumed growth rates to achieve the 2044 target for each category were extended at a constant straight-line rate to establish an estimated target for the 2049 planning horizon. Targets for both planning horizons are provided below.

³ The Central Puget South Region consist of King, Kitsap, Pierce, and Snohomish Counties

⁴ In addition the City of Bonney Lake, the other jurisdictions within the Cities and Towns Regional Geography within Pierce County include Buckley, Carbondado, Eatonville, Edgewood, Gig Harbor, Milton, Orting, Pacific, Roy, Ruston, South Prairie, Steilacoom, and Wilkeson.

Growth Targets	2020-2044	2020-2049
Population Target	Growth: 3,880 2044 Total: 26,367	Growth: 5,042 2049 Total: 27,529
Housing Target	Growth: 1,451 2044 Total: 9,055	Growth: 1,977 2049 Total: 9,582
Employment Target	Growth: 1,717 2049 Total: 8,082	Growth: 2,129 2049 Total: 8,494

TABLE 1: OVERALL GROWTH TARGETS

In addition to the overall targets, the City is also required to demonstrate that the City has sufficient capacity for the projected housing needs for moderate, low, very low, and extremely low-income households to include emergency housing, emergency shelters, and permanent supportive housing as assigned by the Washington State Department of Commerce⁵. Based on the City’s overall housing and population targets assigned by Pierce County, the City was assigned the following targets by household income band:

Income Level	Projected Housing Need
0 - 30% PSH	187
0 - 30% Non-PSH	253
>30 - 50%	269
>50 - 80%	213
>80 - 100%	92
>100 - 120%	83
>120%	354
Total:	1,451

TABLE 2: INCOME BAND HOUSING TARGETS

⁵ RCW 36.70A.070(2)

Land Capacity Analysis

The LCA assessed the City’s capacity to serve the overall projected housing, population, and employment needs for the 2020-2044 and 2020-2049 planning periods. Below are the results of the analysis demonstrating that the City has a surplus of capacity to meet its overall growth targets.

Housing	2020-2044	2020-2049
2020-2023 Permitted Growth	682	682
Pipeline projects	828	828
Zoned Housing capacity	821	821
ADU Capacity	107	107
Total Housing Capacity	2,438	2,438
(Housing Target)	(1,451)	(1,977)
Housing Capacity Surplus (or deficit)	987	461

TABLE 4: HOUSING CAPACITY

Employment	2020-2044	2020-2049
2020-2023 Permitted Growth	504	504
Pipeline projects	684	684
Zoned Employment capacity	1,292	1,292
Total Employment Capacity	2,480	2,480
(Employment Target)	(1,717)	(2,129)
Employment Capacity Surplus (or deficit)	763	351

TABLE 3: EMPLOYMENT CAPACITY

In addition to evaluating the City’s overall capacity, the LCA also assessed the City’s capacity to meet the housing target for each of the income bands as established by the Department of Commerce and Pierce County. The LCA found that the City has ample capacity to meet its Emergency Housing growth targets and has an excess of housing capacity for Low-to-High income households. However, the LCA found that the City had a housing deficit for those within very low and extremely low-income households. This housing capacity deficit is due to the lack of low-income-serving housing solutions and would require the City to plan for an additional 423 residential units by 2044.

Housing Income Target Summary				
Income Level	Projected Housing Need	Zone Categories Serving These Needs	Total Zoned Capacity	Capacity Surplus (or Deficit)
0 - 30% PSH	187	Mid-Rise Multifamily	286	(423)
0 - 30% Non-PSH	253			
>30 - 50%	269			
>50 - 80%	213	Mid-Rise Multifamily	0	195
>80 - 100%	92	Mid-Rise Multifamily, Moderate Density, and ADUs	213	597
>100 - 120%	83			
>120%	354	Low Density	436	625
Total	1,451		935	

TABLE 5: HOUSING CAPACITY BY INCOME BAND

As the LCA identified a deficiency, the GMA requires that the City identify and implement corrective actions that will accommodate the adopted housing growth target.

Growth Alternatives

To comply with the GMA requirement to address the deficit revealed by the LCA, the City completed a Growth Alternative Analysis (GAA). The GAA evaluated two growth alternatives to accommodate the City's housing target:

- **Alternative One: "Stay the Course"**

Alternative One seeks to achieve projected housing growth targets through the amplification of its current development pattern. This includes the reduction of medium-to-low density residential zones (R1 and R2) while increasing zoned acreage in the high density and mixed-use zones (R3, C-1, and DM). This growth alternative focuses on providing increased housing capacity by increasing the acreage zoned R3, C-1, and DM, which would likely result in a greater coverage of higher density housing throughout the City with an increased opportunity for mixed-use development patterns.

A map showing these zoning changes is included as Exhibit A to the GAA. All properties with "bolded" color represent the new zoning classification that would be adopted for that property.

This alternative will result in a total housing capacity of 2,782 housing units, which exceeds the City's 2044 housing target of 1,451 housing units by 1,331 housing units. The table below shows the capacity for both 2044 and 2049.

Housing	2020-2044	2020-2049
2020-2023 Permitted Growth	682	682
Pipeline projects	828	828
Zoned Housing capacity	1,847	1,847
ADU Capacity	97	97
Total Housing Capacity	2,782	2,782
(Housing Target)	(1,451)	(1,977)
Housing Capacity Surplus (or deficit)	1,331	805

TABLE 6: ALTERNATIVE 1 OVERALL HOUSING CAPACITY

Below is a table demonstrating that this alternative also results in significantly more housing capacity than is needed to serve all income bands.

Housing Income Target Summary			
Income Level	Projected Housing Need	Zone Categories Serving These Needs	Capacity Surplus (or Deficit)
0 - 30% PSH	187	Mid-Rise Multi-family	651
0 - 30% Non-PSH	253		
>30 - 50%	269		
>50 - 80%	213	Mid-Rise Multi-family	195
>80 - 100%	92	Mid-Rise Multi-family, Moderate Density, and ADUs	163
>100 - 120%	83		
>120%	354	Low Density	315
Total	1,451		

TABLE 7: ALTERNATIVE 1 INCOME BAND HOUSING CAPACITY

This growth alternative would also have sufficient capacity to meet the City’s employment targets in both 2044 and 2049 as shown in the table below.

Employment	2020-2044	2020-2049
2020-2023 Permitted Growth	504	504
Pipeline projects	684	684
Zoned Employment capacity	1,292	1,292
Total Employment Capacity	2,480	2,480
(Employment Target)	(1,717)	(2,129)
Employment Capacity Surplus (or deficit)	763	351

TABLE 8: ALTERNATIVE 1 EMPLOYMENT CAPACITY

- **Alternative Two: "Bend the Trend"**

Alternative Two seeks to achieve projected housing growth targets through a focus on smaller scale development with a sufficient portion of zoning dedicated to densities that support housing development affordable to all income bands. This alternative was developed to explore whether it was possible to reduce the City’s overall growth rate consistent with the goals of *VISION 2050*, while at the same time complying with the requirements of RCW 36.70A.070(2) to provide housing to all income segments as determined by the Department of

Commerce. This alternative was also developed to focus housing within two specific centers, Downtown and Midtown. This approach is consistent with *VISION 2050*; specifically, MPP-RGS-11, MPP-DP-26, MPP-H-7 and MPP-Ec-20. These policies call on the Puget Sound Region to develop a framework of countywide centers and focus the development of housing and economic growth within these centers. The City’s Downtown Center is already classified as a Countywide Growth Center. As part of this update the City will be taking steps to have the Midtown Center classified as a Countywide Growth Center. This growth alternative provides lower density zoning outside of these Centers and higher density housing within the Centers. This approach would result in a slower build-out of lower density neighborhoods with most higher density housing in dense mixed-use centers to achieve the dual objectives of slowing the City’s overall growth rate while providing housing for all economic segments within the City.

As part of this alternative, the R-2 zone would be eliminated to further streamline the City’s zoning code. Properties currently zoned R-2 would mostly be rezoned R-1. As part of this change, the name of the zone would be changed from “Low Density Residential” to “Residential Neighborhood”. There would be no change in the current allowed density in the R-1, but additional housing types would be allowed. In addition to traditional single-family homes, townhomes, attached single family homes, and cottages would be allowed as alternative homeownership opportunities. During the City’s survey conducted in the fall and winter of 2023, respondents identified these housing types as housing options that they would support within the community.

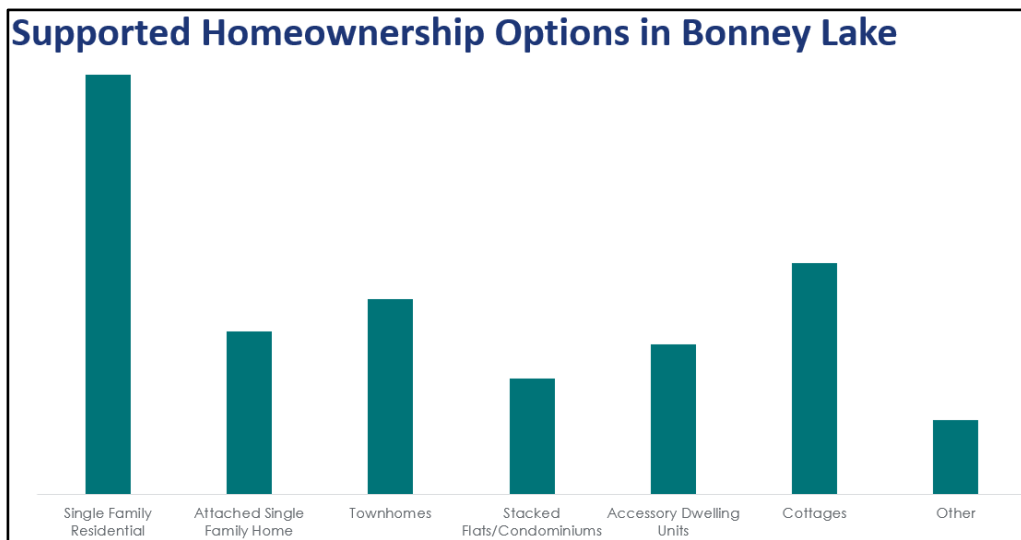


FIGURE 1: SUPPORT HOUSING OPTIONS

A map showing these changes is included as Exhibit B to the GAA. All properties with “bolded” color represent the new zoning classification that would be adopted for that property.

This alternative will result in a total housing capacity of 2,326 housing units, which exceeds the City’s 2044 housing target of 1,451 housing units by 875 housing units. The table below shows the City would have sufficient housing capacity for both 2044 and 2049 under this alternative.

Housing	2020-2044	2020-2049
2020-2023 Permitted Growth	682	682
Pipeline projects	156	156
Zoned Housing capacity	1,382	1,382
ADU Capacity	106	106
Total Housing Capacity	2,326	2,326
(Housing Target)	(1,451)	(1,977)
Housing Capacity Surplus (or deficit)	875	349

TABLE 9: ALTERNATIVE 2 OVERALL HOUSING CAPACITY

Below is a table demonstrating that this alternative also provides sufficient housing capacity that is needed to serve all income levels.

Housing Income Target Summary			
Income Level	Projected Housing Need	Zone Categories Serving These Needs	Capacity Surplus (or Deficit)
0 - 30% PSH	187	Mid-Rise Multi-family	177
0 - 30% Non-PSH	253		
>30 - 50%	269		
>50 - 80%	213	Mid-Rise Multi-family	195
>80 - 100%	92	Mid-Rise Multi-family, Moderate Density, and ADUs	107
>100 - 120%	83		
>120%	354	Low Density	406
Total	1,451		

TABLE 10: ALTERNATIVE 2 INCOME BAND HOUSING CAPACITY

This growth alternative would also have sufficient capacity to meet the City’s employment targets in both 2044 and 2049 as shown in the table below.

Employment	2020-2044	2020-2049
2020-2023 Permitted Growth	504	504
Pipeline projects	684	684
Zoned Employment capacity	1,235	1,235
Total Employment Capacity	2,423	2,423
(Employment Target)	(1,717)	(2,129)
Employment Capacity Surplus (or deficit)	1,048	249

TABLE 11: ALTERNATIVE 2 EMPLOYMENT CAPACITY

Conclusion

The GAA found that both alternatives provided sufficient capacity to meet the City’s projected employment and housing needs for all income levels. Both alternatives also provide sufficient overall capacity out to 2049. In comparing the alternatives, Alternative 1 provides significantly more capacity than is needed; whereas, Alternative 2 provides capacity to meet the City’s requirements. Alternative 2 is also more closely aligned with *VISION 2050*, while still meeting the City’s requirement to provide housing affordable to all income groups.

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BONNEY LAKE

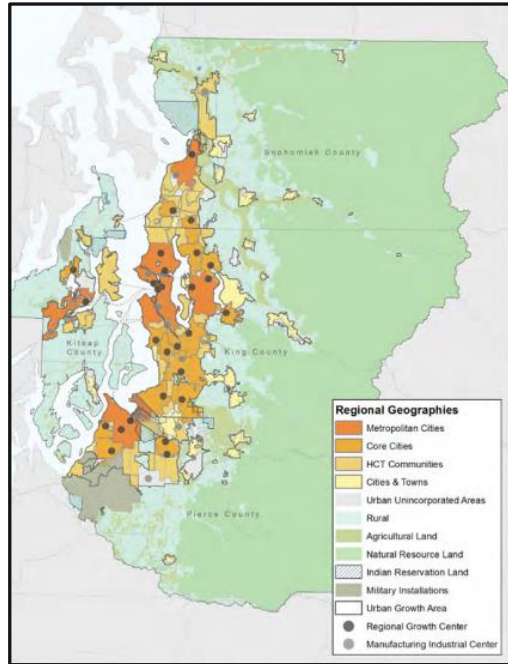
— Celebrating 100 Years —

Growth Targets & Alternatives

State and Regional Guidance



Puget Sound Regional Council



Pierce County



Washington State
Department of
Commerce

Future housing needs broken down by area median income (AMI) groups



Permanent supportive housing (PSH)					
PSH 0-30% AMI	non-PSH 0-30% AMI	30-50% AMI	50-80% AMI	80-120% AMI	120+% AMI
122,469	220,539	180,316	124,928	147,844	310,740

1.1 Million new homes will be needed in the next 20 years

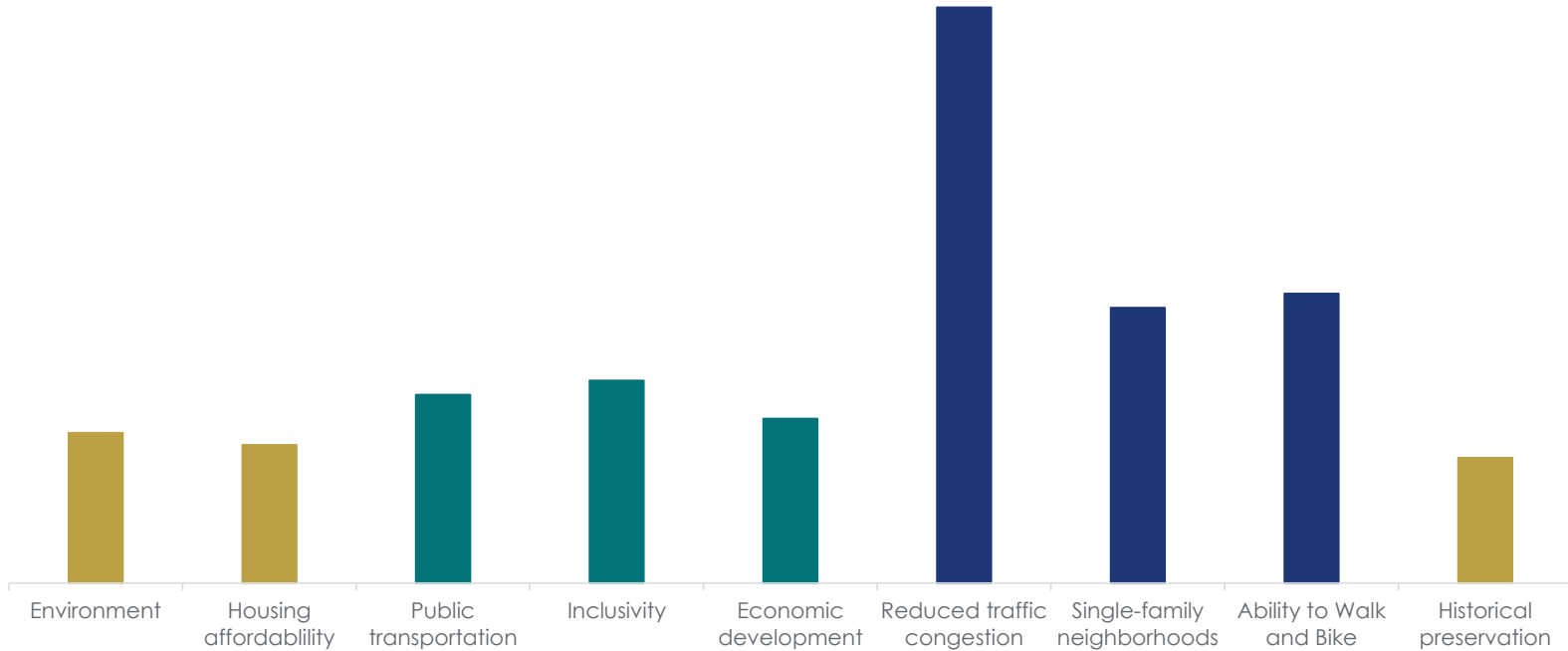
In addition, there will also need to be:
91,357 Emergency housing beds (temporary housing)

Targets

Growth Targets	2020-2044	2020-2049
Population Target	Growth: 3,880 Total: 26,367	Growth: 5,042 Total: 27,529
Housing Target	Growth: 1,451 Total: 9,055	Growth: 1,977 Total: 9,582
Employment Target	Growth: 1,717 Total: 8,082	Growth: 2,129 Total: 8,494

Income Level	Projected Housing Need
0 - 30% PSH*	187
0 - 30% Non-PSH*	253
>30 - 50%	269
>50 - 80%	213
>80 - 100%	92
>100 - 120%	83
>120%	354
Total:	1,451
* PSH stands for Permanent Supportive Housing	

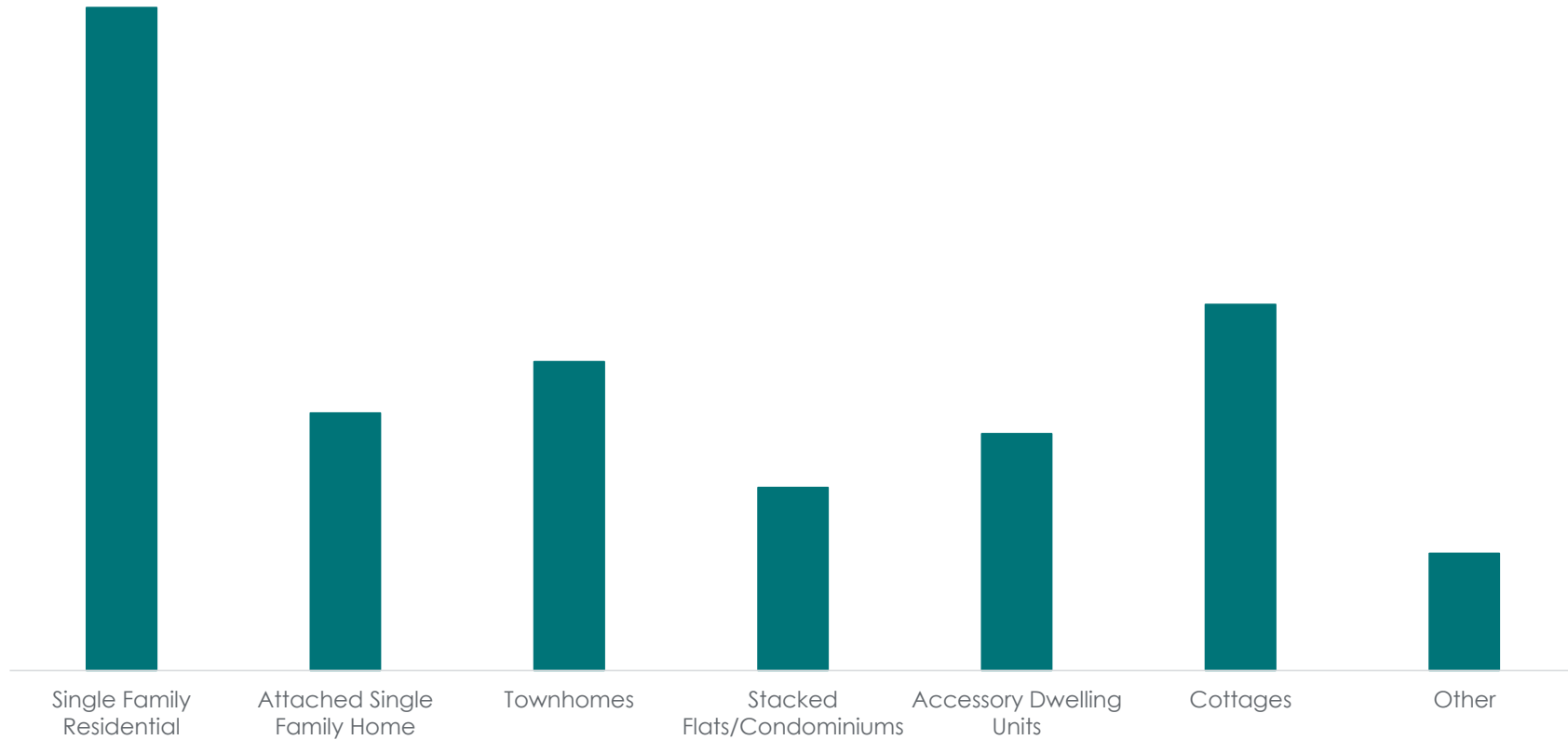
Top 3 Priorities for Bonney Lake



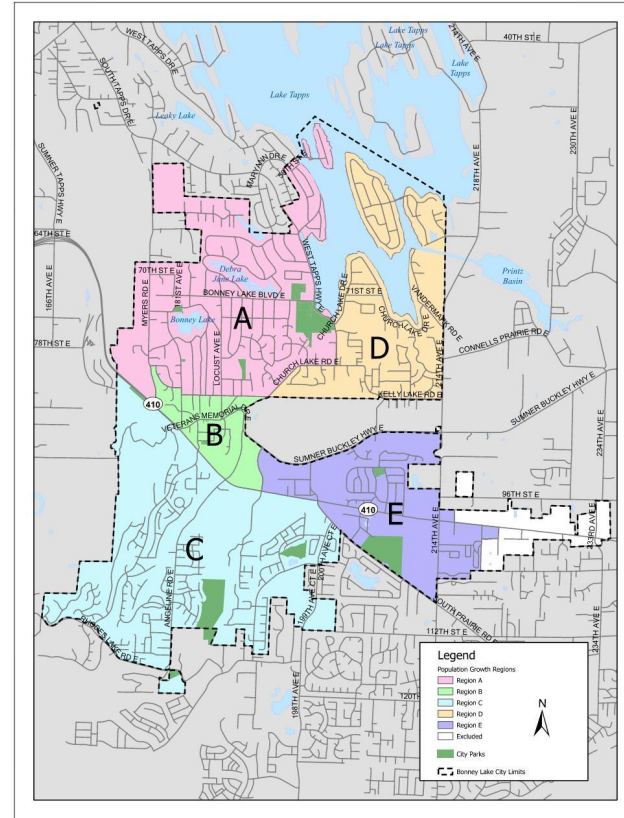
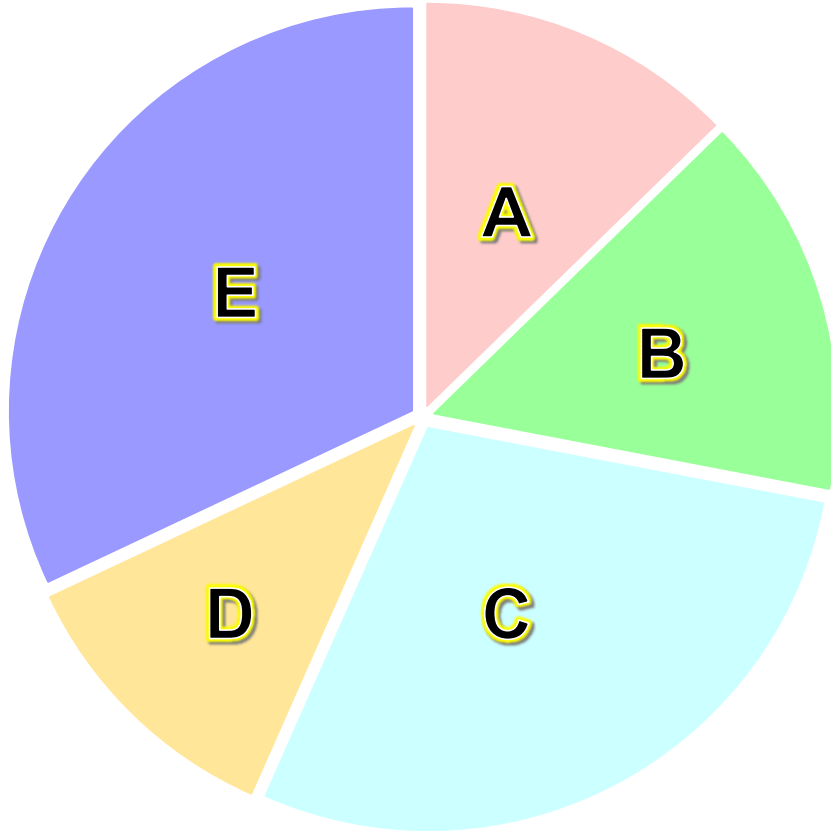
What does Bonney Lake look like in 2049?



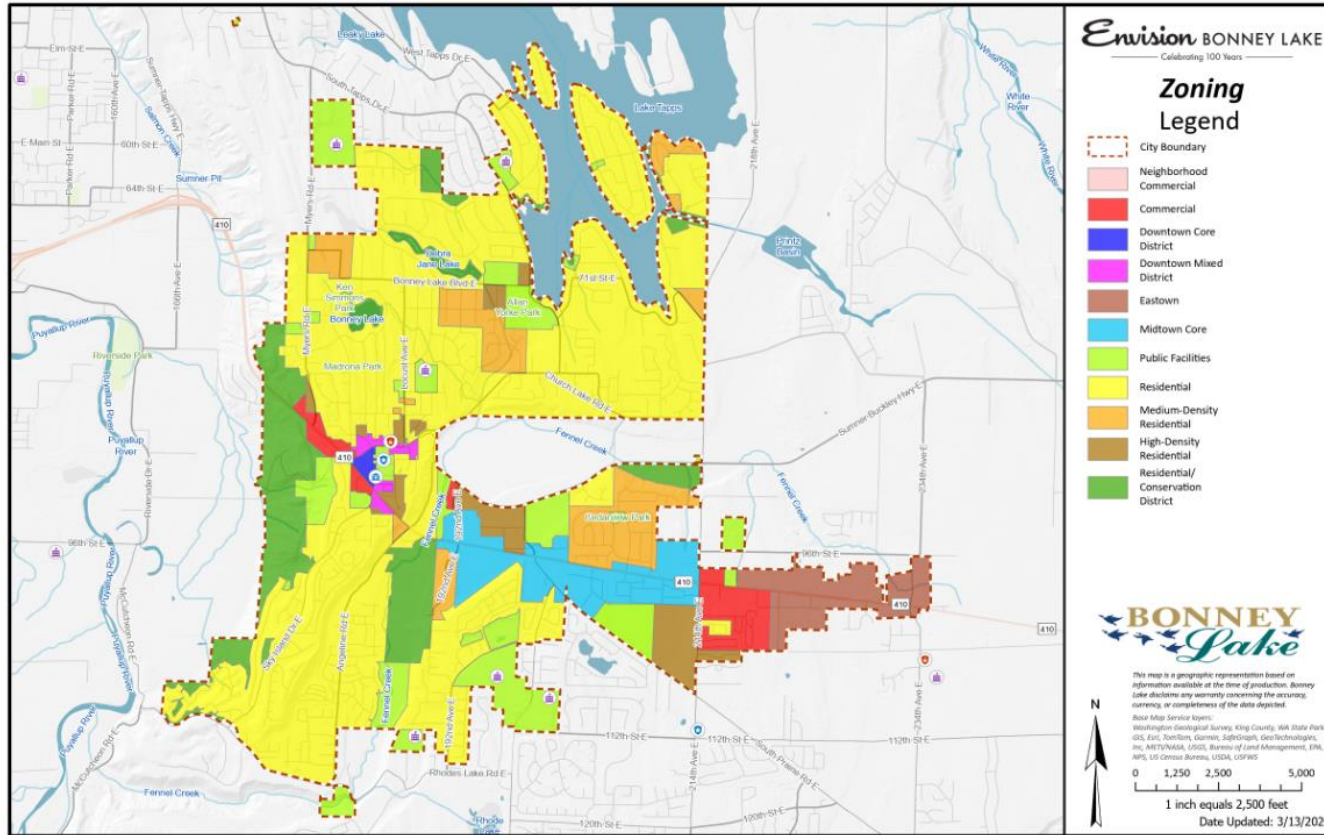
Supported Homeownership Options in Bonney Lake



Supported Areas for Residential Growth and Development



No Action Alternative



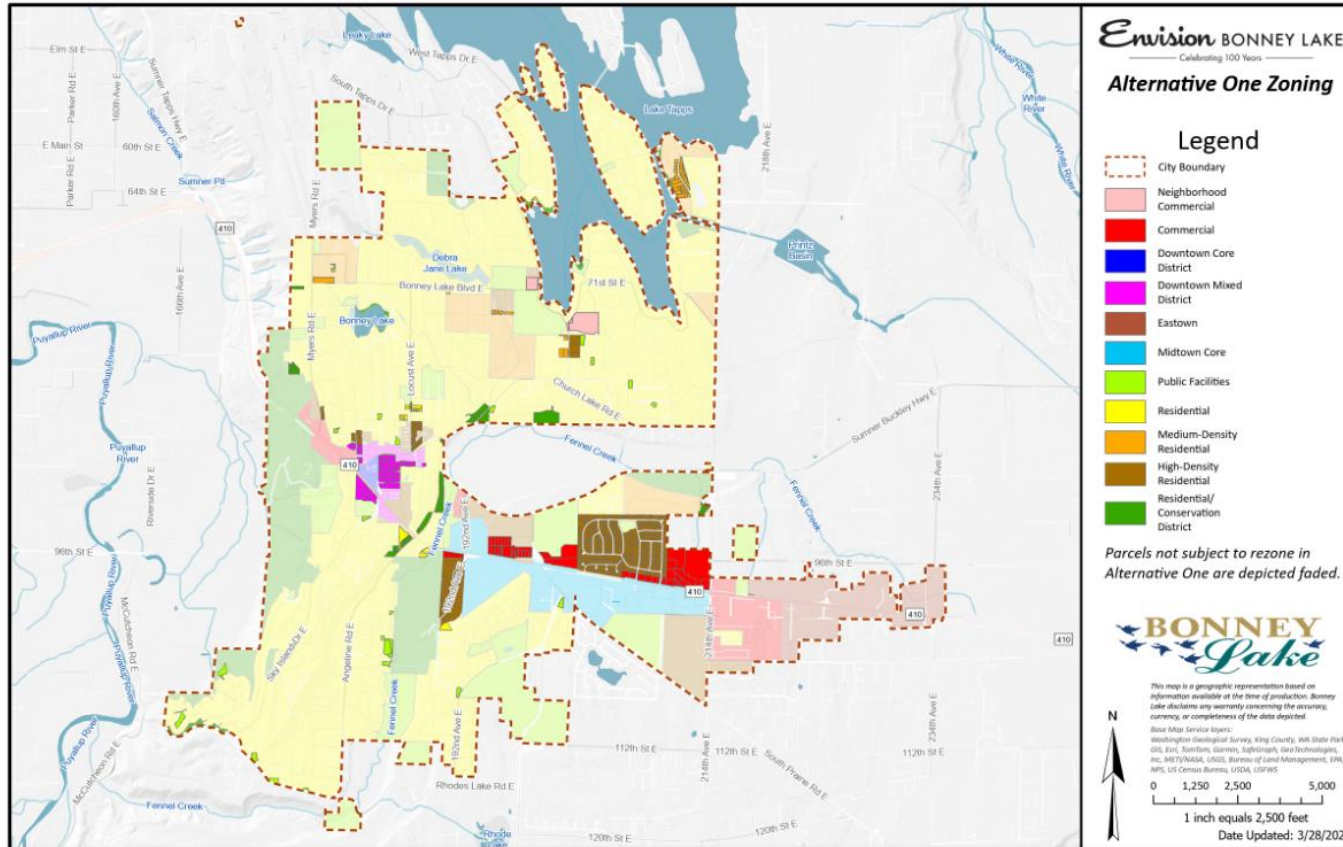
No Action Alternative

Housing	2020-2044	2020-2049
2020-2023 Permitted Growth	682	682
Pipeline projects	828	828
Zoned Housing capacity	821	821
ADU Capacity	107	107
Total Housing Capacity	2,438	2,438
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Housing Capacity Surplus (or deficit)	987	461

Employment	2020-2044	2020-2049
2020-2023 Permitted Growth	504	504
Pipeline projects	684	684
Zoned Employment capacity	1,292	1,292
Total Employment Capacity	2,480	2,480
(Employment Target)	(1,717)	(2,129)
Employment Capacity Surplus (or deficit)	763	351

Income Housing Target Capacity Summary							
Income Level	Projected Housing Need	Aggregated Housing Needs	2020-2023 Permitted Growth	Total Pipeline Capacity	Zone Categories Serving These Needs	Total Zoned Capacity	Capacity Surplus (or Deficit)
0 - 30% PSH	187	709	0	0	Mid-Rise Multifamily	286	(423)
0 - 30% Non-PSH	253						
>30 - 50%	269						
>50 - 80%	213	213	408	0	Mid-Rise Multifamily	0	195
>80 - 100%	92	175	104	455	Mid-Rise Multifamily, Moderate Density, and ADUs	213	597
>100 - 120%	83						
>120%	354	354	170	373	Low Density	436	625
Total	1,451		682	828		935	

Alternative One – Stay the Course



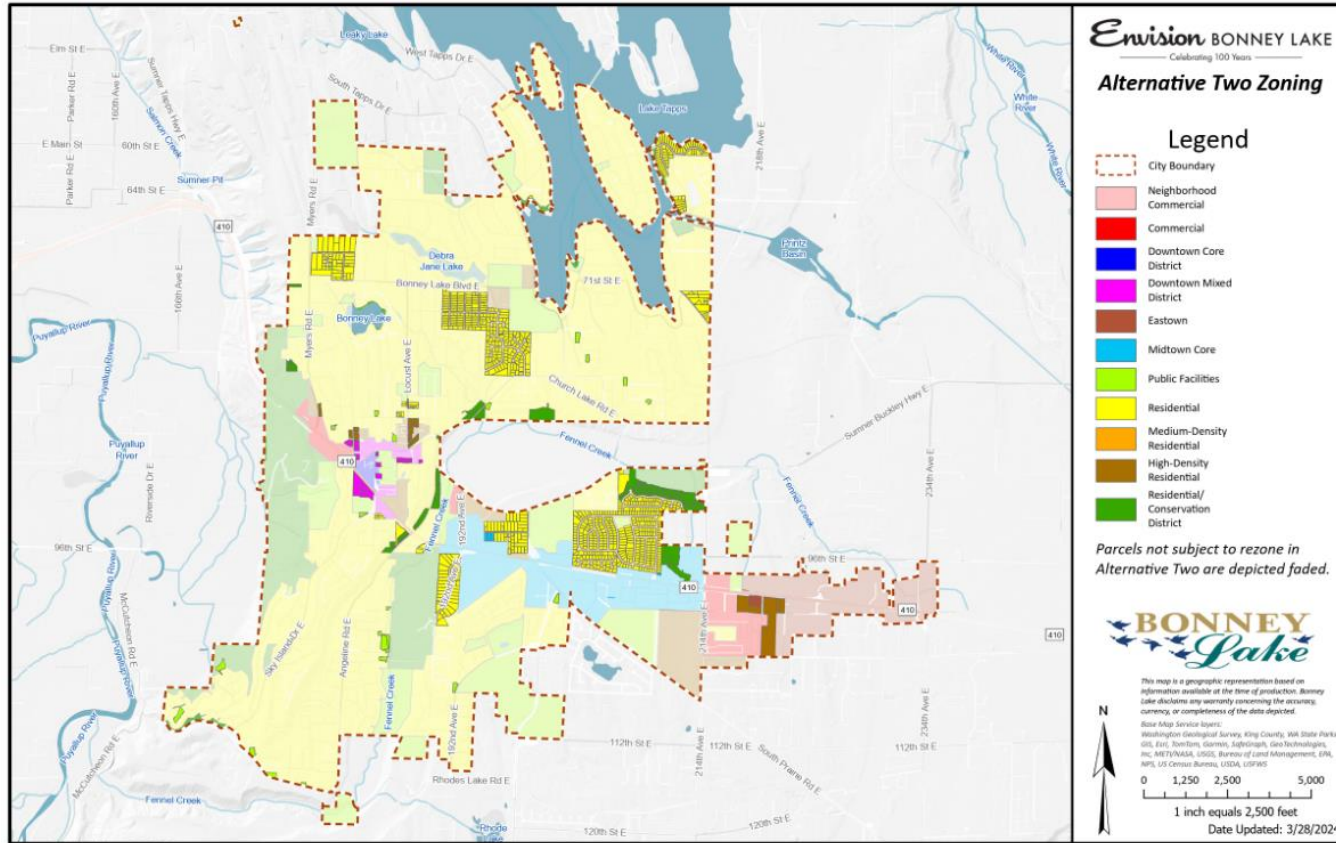
Alternative One – Stay the Course

Housing	2020-2044	2020-2049
2020-2023 Permitted Growth	682	682
Pipeline projects	828	828
Zoned Housing capacity	1,847	1,847
ADU Capacity	97	97
Total Housing Capacity	2,782	2,782
(Housing Target)	(1,451)	(1,977)
Housing Capacity Surplus (or deficit)	1,331	805

Employment	2020-2044	2020-2049
2020-2023 Permitted Growth	504	504
Pipeline projects	684	684
Zoned Employment capacity	1,577	1,577
Total Employment Capacity	2,765	2,765
(Employment Target)	(1,717)	(2,129)
Employment Capacity Surplus (or deficit)	1,048	636

Income Housing Target Capacity Summary							
Income Level	Projected Housing Need	Aggregated Housing Needs	2020-2023 Permitted Growth	Total Pipeline Capacity	Zone Categories Serving These Needs	Total Zoned Capacity	Capacity Surplus (or Deficit)
0 - 30% PSH	187	709	0	0	Mid-Rise Multi-family	1,360	651
0 - 30% Non-PSH	253						
>30 - 50%	269						
>50 - 80%	213	213	408	0	Mid-Rise Multi-family	0	195
>80 - 100%	92	175	104	72	Mid-Rise Multi-family, Moderate Density, and ADUs	161	163
>100 - 120%	83						
>120%	354	354	170	84	Low Density	415	315
Total	1,451		682	156		1,937	

Alternative Two – Bend the Trend



Alternative Two – Bend the Trend

Housing	2020-2044	2020-2049
2020-2023 Permitted Growth	682	682
Pipeline projects	156	156
Zoned Housing capacity	1,382	1,382
ADU Capacity	106	106
Total Housing Capacity	2,326	2,326
(Housing Target)	(1,451)	(1,977)
Housing Capacity Surplus (or deficit)	875	349

Employment	2020-2044	2020-2049
2020-2023 Permitted Growth	504	504
Pipeline projects	684	684
Zoned Employment capacity	1,235	1,235
Total Employment Capacity	2,423	2,423
(Employment Target)	(1,717)	(2,129)
Employment Capacity Surplus (or deficit)	1,048	249

Income Housing Target Capacity Summary							
Income Level	Projected Housing Need	Aggregated Housing Needs	2020-2023 Permitted Growth	Total Pipeline Capacity	Zone Categories Serving These Needs	Total Zoned Capacity	Capacity Surplus (or Deficit)
0 - 30% PSH	187	709	0	0	Mid-Rise Multifamily	886	177
0 - 30% Non-PSH	253						
>30 - 50%	269						
>50 - 80%	213	213	408	0	Mid-Rise Multifamily	0	195
>80 - 100%	92	175	104	72	Mid-Rise Multifamily, Moderate Density, and ADUs	106	107
>100 - 120%	83						
>120%	354	354	170	84	Low Density	506	406
Total	1,451		682	156		1,498	

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BONNEY
Lake

Land Capacity Analysis Memo

To: Jason Sullivan – Interim Public Services Director, City of Bonney Lake
From: Dane Jepsen, Associate Planner, LDC Inc.
CC: Kim Mahoney, Principal Planner, LDC Inc.
Date: March 29, 2024
Re: City of Bonney Lake 2024 Land Capacity Analysis

Executive Summary

This Land Capacity Analysis (LCA) assesses an inventory of the vacant and underutilized land within a city's jurisdiction and determines whether the city can accommodate its projected growth targets. This assessment allows the city to gain a better understanding of how much land is available for development, how the city can utilize the available land to meet the projected growth targets, and highlights potential changes needed to achieve the land capacity necessary to accommodate all housing and employment needs projected for the city.

This LCA found the City of Bonney Lake (City) has ample capacity to meet its employment and Emergency Housing growth targets and has an excess of housing capacity for Low-to-High income households but has a housing capacity deficit for those within very low and extremely low-income households. This housing capacity deficit is due to the lack of low-income-serving housing solutions and would require the City to plan to provide an additional 423 residential units by 2044. Given the shortfall in housing capacity, the City has evaluated growth alternatives to accommodate its housing target; these are outlined in the Growth Alternatives memorandum and support the City's commitment to meeting its adopted growth targets.

This memorandum further details the background, methodology, and findings that inform an update to the City's capacity for housing and employment previously established by the Pierce County Buildable Lands Report (BLR).

Background

The City is required to estimate its land capacity to support anticipated growth over the planning period in the land use element¹ of its comprehensive plan (WAC 365-196-405).

In cities within Pierce County, the LCA relies on findings from the BLR. The BLR is an assessment completed by Pierce County that helps determine the amount of land suitable for development within the County, evaluates each city's capacity for growth, and projects the future housing and employment capacity for each city. The BLR bases its findings on recent development activity data provided by the cities within Pierce County. This report is known as the Buildable Lands program (RCW 36.70A.217) and was last updated in 2021². These data form the basis for updating the analysis of land capacity.

¹ The City has chosen to combine the required land use element and housing element into one element due to the significant interrelatedness of these elements, and the significant role these elements play in the lives of Bonney Lake residents.

² The 2021 Buildable Lands Report is based on an inventory of permits and property status as of January 2020 (Pierce County Buildable Lands Report – Fourth Edition, Revised Version pg. 17).

Land Capacity Analysis Overview

Washington Department of Commerce (Commerce) has developed guidance on conducting LCAs; see [Evaluating Land Capacity to Meet All Housing Needs](#), which is specific to housing capacity related to House Bill (HB) 1220, and [Urban Growth Area Guidebook](#), which addresses both housing and employment capacity in relation to the Growth Management Act (GMA).

In partnership with LDC, the City has analyzed development capacity for the 2020-2044/49 planning periods according to Commerce guidance. In this summary, findings from the LCA are reported according to Commerce guidance with underlying analysis performed based on the Pierce County BLR methodology.

Land Capacity Analysis Methodology

The 2021 Peirce County BLR methodology can be broken into two stages: Stage One - Buildable Lands Inventory and Stage Two - Buildable Lands Capacity Analysis. The lists below outline the general stages of this methodology³:

Stage One - Buildable Lands Inventory:

- Pre-Processing
- Step One – Land Use Look-Up
- Step Two – Inclusions and Exclusions
- Step Three – Feasibility
- Step Four – Overrides

Stage Two - Buildable Lands Capacity Analysis:

- Housing Capacity
- Employment Capacity

The two stages and their associated steps were incorporated into this LCA as indicated below:

Stage One - Buildable Lands Inventory

Stage One of the Pierce County Buildable Land Analysis was performed through a county-wide parcel dataset being processed through a scripted model in a Geographic Information System (GIS) setting; this would have been necessary due to the scope of the County's analysis. This LCA also worked from a continuous parcel dataset including all parcels in the City's jurisdiction; considering the decreased scale of this analysis, the analysis was performed in an Excel workbook rather than a GIS. A series of formulas and lookup tables used the following data inputs to compile a Buildable Lands Inventory for the City:

- Parcel data (Pierce County Assessor, May 2023)
- Property Improvement Data (Pierce County Assessor, May 2023)
- Use Code Table (Pierce County 2021 Buildable Lands Report p. 353-358)
- Parcel Critical area coverage (Pierce County 2021 Buildable Lands Inventory⁴ "ENV_ACRES")
- Traffic Analysis Zone Map (Pierce Transit, 2023)
- Zoning and future land use maps (City of Bonney Lake)
- Recent permitted development (01/2020-04/2023) and pipeline projects (City of Bonney Lake)
- Zone Assumptions (Appendix ACity of Bonney Lake)

³ Documentation of the 2021 BLR methodology is fragmented and only addresses the Buildable Lands Inventory process. This description of the methodology is based on LDC's interpretation of the data produced by each analysis.

⁴ <https://piercecowa.maps.arcgis.com/home/item.html?id=361d44275b464dceba4758c0c9635ae0>

Pre-Processing

Prior to beginning the analysis, the continuous parcel dataset including all parcels in the City’s jurisdiction needed to be assembled and all base data required for the analysis needed to be joined to it. This process was performed in a GIS using spatial and attribute-based data joins. This process was executed over several review cycles which continuously compared the inventories results to the 2021 Buildable Lands Inventory; the final dataset was compiled using the following sub-steps:

1. Filter parcels to only “Base Parcel” tax parcel type.
2. Join recent permitted development and pipeline projects to base parcels.
3. Spatially join critical area encumbrances from 2021 Buildable Lands Inventory to base parcels.
4. Spatially join current zoning and future land use map designations to base parcels.
5. Join Property Improvement Data current city parcels, then spatially to base parcels.

After these sub-steps were performed, the base dataset for the Buildable Lands Inventory was compiled and exported into an Excel workbook for further analysis. Every parcel in the base dataset was processed through the following steps resulting in the parcels classification of one of the following Buildable Lands Inventory designations:

Buildable Lands Inventory designation	Description
Vacant	Land that is vacant of any improvements or existing use. Can be identified by Pierce County Assessor use code or by improvement value.
Vacant Single Unit	Vacant land that is too small to develop more than one Single-Family Residential unit on. This designation is specific to residential zones.
Underutilized	Land that is not vacant and is identified to have potential for redevelopment. This is identified based on existing development compared to the redevelopment potential.
Pipeline	Land that is associated with an existing land use/civil project being permitted by the City of Bonney Lake that has not yet received approval as of April 2023.
Built Out/Undevelopable	Vacant or developed land that is identified to not likely have any development or redevelopment potential. Some reasons include presence of critical areas, public property, improvement value too high, or not enough space to redevelop.

Table 1 – Buildable Lands Inventory Designations

Step One – Land Use Look-Up⁵

All parcels in the base dataset have their designated Pierce County Assessor Use Code compared against the Use Code Table which defines the development potential of properties based on their use. Possible designations from this table are as follows:

- Unbuildable
- Redevelopable
- Vacant
- Aircraft Land
- Gov Land
- School Land
- Golf Course

⁵ The Pierce County Buildable Lands Methodology refers to this as “Stage 1A”.

Parcels designated "Vacant" or "Redevelopable" are again evaluated in Step Two - Inclusions and Exclusions.

Step Two – Inclusions and Exclusions⁶

Based on other base data, parcels designated "Vacant" or "Redevelopable" in Step One are evaluated to either be included or excluded from future analysis.

Possible designations from this step are as follows:

- Exclude
- Vacant
- Pipeline
- Redevelopable

Some parcels will be excluded in this step if they fit any of the following criteria:

- Use type designations in the Use Code Table of "GOV" or "EDUC".
- Use type designation in the Use Code Table of "RES SFR" with a Pierce County Assessor property improvement value over \$500,000.
- Use type designation in the Use Code Table other than "RES SFR" with a Pierce County Assessor property improvement value over \$1,500,000.
- Any recent⁷ permitted development was reported for the parcel.

Some parcels will be included in this step if they fit any of the following criteria:

- Use type designation in the Use Code Table other than "RES SFR" with a Bonney Lake zone type of "MIX COM" or "COM".
- Any pipeline projects were reported for the parcel.

Any parcels that were not explicitly included or excluded by one of the above conditions are advanced to Step Three with the parcel designation they received in Step One.

Step Three – Feasibility

In Step Three, parcels designated "Vacant" or "Redevelopable" had the feasibility of potential development capacity evaluated based on the Bonney Lake Zone Assumptions (Appendix A), presence of critical areas, and existing residential units or commercial space. This step concludes with a Preliminary Capacity Designation aligning with the final output of the Buildable Lands Inventory (Vacant, Vacant Single Unit, Underutilized, Pipeline, Built Out/Undevelopable).

Net parcel area is determined by subtracting the parcel critical area coverage from the Pierce County Assessors listed parcel size. In some cases, the parcels that had been evaluated for critical areas in the 2021 Buildable Lands Inventory have since had their parcel area updated in the assessor's data or parcels had a listed acreage of 0, resulting in negative values for net parcel area; because of this, net parcel area is limited to 0.

Vacant Parcels

Only residential Step Two - "Vacant" parcels were evaluated for subdivision feasibility; if the net parcel area was smaller than the minimum lot size for that parcel's zone, the parcel was designated as "Vacant Single Unit"; otherwise, the parcel was designated "Vacant". All Step Two - "Vacant" parcels in mixed use or commercial zones were designated as "Vacant".

Redevelopable Parcels

All "Redevelopable" parcels were evaluated for redevelopment potential by comparing the build potential (based on zone assumptions and net parcel area) to the existing development. All parcels are evaluated

⁶ The Pierce County Buildable Lands Inventory table shows this as "Stage 1B"

⁷ Building activity that was permitted in the City between January of 2020 and April of 2023

for both residential and commercial development build potential using the zone assumptions for residential density, mixed-use split, and minimum lot size and commercial density and mixed-use split; see zone assumptions (Appendix A). Parcel redevelopment was deemed feasible for residential or commercial development if the net development to existing development ratio exceeded the following feasibility threshold:

Development	Feasibility Threshold
Residential	>2.5 (Net units/existing units)
Commercial	>5 (Net jobs/existing jobs) ⁸

Table 2 – Stage One, Step Three, Redevelopable Feasibility Thresholds

After residential and commercial feasibility was evaluated, a Preliminary Capacity Designation was assigned based on the parcels zoning. Parcels in residential and commercial zones that were deemed feasible for redevelopment were designated "Redevelopable" and those that were deemed infeasible were designated "Built Out/Undevelopable". Parcels in mixed-use zones needed to meet two conditions to be designated "Redevelopable":

1. Have either commercial or residential redevelopment feasibility, and
2. Neither commercial nor residential have a negative net development to existing development ratio.

This ensures that parcels in mixed-use zones, with substantial residential or commercial development, were not included for redevelopment potential. Parcels were designated "Built Out/Undevelopable" if either of these conditions were not met.

Pipeline Parcels

All parcels with the Step two designation of "Pipeline" received a Preliminary Capacity Designation of "Pipeline".

Excluded Parcels

All parcels with the Step two designation of "Exclude" received a Preliminary Capacity Designation of "Built Out/Undevelopable".

Step Four – Overrides

Following Preliminary Capacity Designation, parcels were exhaustively reviewed by LDC and City staff to identify unique circumstances such as parcels with inaccurate assessor’s use designations, parcels owned by the City, and parcels that served some other incompatible use, such as access tracts or stormwater infrastructure. This review closely considered previous designations from the 2021 Buildable Lands Inventory. Any exceptions or discrepancies identified in this review were corrected by directly overriding the assigned designation with one determined to be accurate by LDC and City staff, resulting in a Final Capacity Designation.

Stage Two - Buildable Lands Capacity Analysis

Stage Two of the 2021 Pierce County Buildable Land Analysis was performed within an Excel workbook through a progressive calculation table applying zone assumptions and summarizing development capacity by each zone of each jurisdiction. This LCA worked from a progressive calculation table of the same structure, but summarized capacity by zone and by Traffic Analysis Zone (TAZ) for a total of 484 rows of zone/TAZ combinations of summarized capacity.

⁸ Existing jobs were estimated based on Property Improvement Data commercial building square-footage and Use type designations in the Use Code Table. Commercial Properties (Use Type "FIRES" or "RETAIL") had an assumed 500 square-feet per employee, Manufacturing Properties (Use Type "MANU" or "WTCU") had an assumed 900 square-feet per employee.

While Stage One involved the estimation of development capacity for the purposes of determining site feasibility, none of the counts of residential or commercial capacity are directly included in this stage of analysis other than those counts from recent development, Pipeline projects, and Vacant Single Unit parcels; all remaining capacity is calculated strictly based on the base dataset and Final Capacity Designation from Stage One.

The progressive calculation table summarized components of residential and commercial capacity in steps; the added the steps together yield a final residential and commercial capacity for each zone/TAZ combination. This Final Capacity (employment and housing) becomes the input for Step 1 of the Commerce LCA guidance (discussed on page 12 of this memorandum).

Housing Capacity

Housing capacity was calculated for each zone/TAZ combination. The diagram below shows the basic progressive steps that are incorporated in the calculation of Final Housing Capacity. Details of each step are provided beneath the diagram.

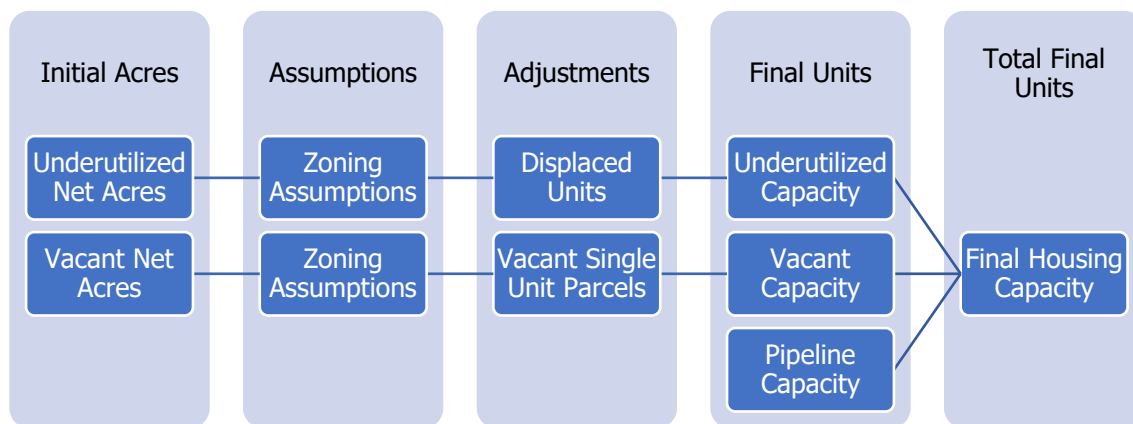


Figure 1 – Stage Two, Housing Capacity Calculation

Initial Acres

Housing capacity’s initial acres are net acres (total acres minus any critical areas). Only the acres of parcels with a Stage One Final Capacity Designation of “Vacant” or “Underutilized” are totaled in initial acres.

Assumptions

Housing zone assumptions include:

- Density
- Mixed-Use Split
- Market Factor
- Plat Deductions
- Non-residential Use in Residential Zone

Assumptions are unique to each zone. Mixed-Use Split only applies to Mixed-Use zones, the split divides the available land in a zone between housing and employment. Market factor applies a reduction to the total land area available to account for the likelihood of a property being developed given the local real estate market; generally, “Underutilized” land will have a higher market factor than “Vacant” land. Single-family residential zones have a 5% deduction “Non-residential Use in Residential Zone” to plan for the co-location of residences and jobs and future housing; this is deducted from both “Vacant” and “Underutilized” land in applicable residential zones.

Adjustments

Housing adjustments include displaced units and vacant single unit parcels. Any existing dwellings on underutilized land (in all zones) are considered “displaced” in this analysis; actual redevelopment of a

specific site might include the preservation of existing units; regardless, they are subtracted from the total units of underutilized capacity to represent net housing growth. Parcels with a Stage One Final Capacity Designation of “Vacant Single Unit” are counted and added in to vacant housing capacity after zone assumptions are applied; since these parcels will not subdivide, they are not expected to have substantial changes to their future housing dependent on market factor or public dedications.

Final Units

Final units from vacant and underutilized land, as well as those to be provided by pipeline development, are compiled.

Total Final Units

All final units from vacant and underutilized land, as well as those to be provided by pipeline development, are summed to represent total housing capacity for each zone/TAZ combination.

Employment Capacity

Employment capacity was calculated for each zone/TAZ combination. The diagram below shows the basic progressive steps that are incorporated in the calculation of Final Employment Capacity. Details of each step are provided beneath the diagram.

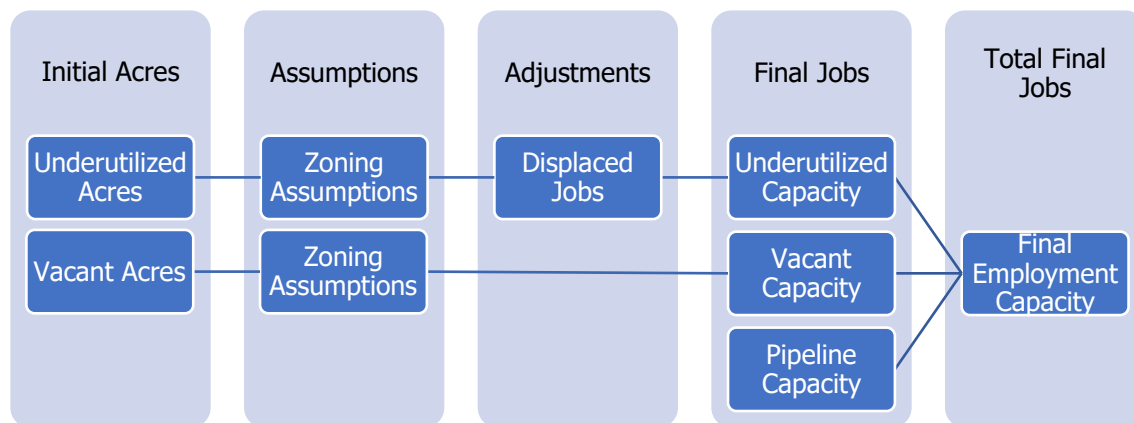


Figure 2 – Stage Two, Employment Capacity Calculation

Initial Acres

Employment capacity’s initial acres are gross acres; the 2021 BLR included an employment density survey that recommended a base rate of jobs/acre be applied to gross acreage; this differs from housing initial acres in that critical areas are not considered. Only the acres of parcels with a Stage One Final Capacity Designation of “Vacant” or “Underutilized” are totaled in initial acres.

Assumptions

Employment zone assumptions include:

- Density
- Mixed-Use Split
- Market Factor
- Non-residential Use in Residential Zone

Employment assumptions function very similarly to the housing assumptions, including density, mixed-use split, and market factor assumptions. According to the 2021 BLR methodology, employment density is broadly applied at a rate of 20 employees per acre for commercial/mixed use zones and 9 employees per acre for industrial zones; in Bonney Lake the only industrial zone is the Easttown zone. Non-residential

Use in Residential Zone, calculated in housing capacity, is added to vacant and underutilized employment capacity after acreage deductions are applied but before density is applied.

Adjustments

Employment adjustments include displaced jobs. Displaced jobs work mostly the same as displaced units except they utilize the existing jobs calculation made in Stage One – Step Three of the Buildable Lands Inventory.

Final Jobs

Final jobs from vacant and underutilized land, as well as those to be provided by pipeline development, are compiled.

Total Final Jobs

All final jobs from vacant and underutilized land, as well as those to be provided by pipeline development, are summed to represent total employment capacity for each zone/TAZ combination.

Land Capacity Analysis Results

The LCA produced projections of future capacity for housing and employment. The remainder of this memo will review the LCA’s outcomes and options related to the City’s 2024 Comprehensive Plan update.

Housing and Employment Targets 2020-2049

On July 7, 2023, the City was assigned housing and employment growth targets for the 2020-2044 planning period (Pierce County Ordinance No. 2023-22s). The planning horizon for the City’s periodic update will be extended out to 2049 to coincide with the centennial for the City. The assumed growth rates to achieve the 2044 target for each category were extended at a constant rate to establish an estimated target for the 2049 planning horizon.

Growth Targets	2020-2044	2020-2049
Population Target	Growth: 3,880 Total: 26,367	Growth: 5,042 Total: 27,529
Housing Target	Growth: 1,451 Total: 9,055	Growth: 1,977 Total: 9,582
Employment Target	Growth: 1,717 Total: 8,082	Growth: 2,129 Total: 8,494

Table 3 – Bonney Lake Growth Targets

Current Development

The City provided data for land development that has occurred since the 2021 BLR. The following tables summarize the amount and type of building activity that was permitted in the City between January of 2020 and April of 2023. Any development applications not yet permitted by this date will be incorporated later in the LCA as Pipeline Projects.

2020-2023 Permits	
Development	Quantity
Single-Family Detached	170 Units
ADU	7 Units
Multi-Family	505 Units
Total Residential	682 Residential Units
Commercial Building	395,340 Square-feet
Total Commercial	504 Estimated Jobs

Table 4 – 2020-2023 Permit Summary

Permitted units and jobs can be directly counted against the City’s current growth targets because they have effectively increased the City’s capacity for housing and employment.

Growth Targets	2020-2044	2020-2049
<i>Housing Target</i>	1,451	1,977
2020-2023 Permitted Growth	682	682
Target Remaining	769	1,295
<i>Employment Target</i>	1,717	2,129
2020-2023 Permitted Growth	504	504
Target Remaining	1,213	1,625

Table 5 – Remaining Growth Targets

Employment Capacity

Employment capacity includes potential jobs from vacant and underutilized land, known pipeline projects, and the loss of jobs from development activities (Residential or Commercial) removing existing commercial space. Note that even residential zones have employment capacity since the zone assumptions for Bonney Lake include a 5% “Non-residential Use in Residential Zone” to plan for the co-location of residences and jobs for future housing.

Employment Capacity (Jobs)				
Zone	Initial	(Displaced)	Pipeline	Total
(C-1) Neighborhood Commercial District	0	(0)	0	0
(C-2) Commercial District	203	(3)	24	224
(DC) Downtown Core District	39	(37)	0	2
(DM) Downtown Mixed Use District	55	(23)	64	96
(E) Eastown District	260	(2)	533	791
(MC) Midtown Core District	429	(7)	63	485
(PF) Public Facilities District	0	(0)	0	0
(R1) Low-Density Residential District	246	(0)	0	246
(R2) Medium-Density Residential District	53	(0)	0	53
(R3) High-Density Residential District	43	(0)	0	43
(RC-5) Residential/Conservation District	36	(0)	0	36
Total	1,364	(72)	684	1,976

Table 6 – Employment Capacity Summary

The City has net employment capacity for approximately 2,365 jobs, considering current zoning provides approximately 1,364 jobs (of which, approximately 72 jobs exist on underutilized properties, resulting in Zoned Employment capacity of 1,292 jobs), and approximately 684 jobs will be provided by pipeline development.

Employment capacity in the City is more than sufficient to satisfy its employment growth targets. The table below shows the employment outcomes of the LCA against the 2044 and 2049 targets showing a surplus of 763 and 351 jobs, respectively.

Employment	2020-2044	2020-2049
2020-2023 Permitted Growth	504	504
Pipeline projects	684	684
Zoned Employment capacity	1,292	1,292
Total Employment Capacity	2,480	2,480
(Employment Target)	(1,717)	(2,129)
Employment Capacity Surplus (or deficit)	763	351

Table 7 – Employment Growth Target Progress

Housing Capacity

Per the GMA, the LCA needs to take into consideration capacity for Affordable Housing, Permanent Supportive Housing, and Emergency Housing, as well as needs for traditional market rate housing⁹. These housing types will be referenced throughout the LCA; their definitions from the GMA are available in the table below:

Housing type	Definition from RCW
Affordable Housing RCW 84.14.010	Residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent of the household's monthly income. For the purposes of housing intended for owner occupancy, "affordable housing" means residential housing that is within the means of low or moderate-income households.
Permanent Supportive Housing (PSH) RCW 36.70A.030	Subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services.
Emergency Housing RCW 36.70A.030	Temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

Table 8 – GMA Housing Definitions

The City has adopted targets to add an additional 1,451 residential units and 334 emergency beds by 2044. These targets incorporate needs for Affordable Housing, PSH, and Emergency Housing, as well as needs for traditional market rate housing. As is previously stated, Pierce County Ordinance No. 2023-22s (adopted July 7, 2023) establishes the City's housing growth target allocations; the table below outlines permanent housing targets by income and emergency housing target in beds.

Permanent Housing Target (Units) by Affordability (AMI)							Emergency Housing Target (Beds)	
0 – 30%		30 – 50%	50 – 80%	80 – 100%	100 – 120%	120% Plus		Total
Non-PSH	PSH							
187	253	269	213	92	83	354	1,451	334

Table 9 – Affordable and Emergency Housing Targets

In 2021, the GMA was amended to reflect the passing of HB 1220, requiring local government to plan for and accommodate affordable housing to all economic segments. The GMA was later amended in 2023 to reflect the passing of HB 1337, requiring eased barriers to the construction and use of ADUs.

⁹ RCW 36.70A.070(2)(c)

To demonstrate compliance with HB 1220, housing capacity is reported according to Commerce guidance¹⁰; this guidance outlines the demonstration of housing capacity through the following steps:

1. Summarize land capacity by zone.
2. Categorize zones by allowed housing types and density level
3. Relate zone categories to potential income levels and housing types served
4. Summarize capacity by zone category
5. Compare projected housing needs to capacity
6. (If deficit is found) Implement actions to increase capacity for one or more housing needs. Then re-assess capacity (Step 1) based on actions.

1. Summarize land capacity by zone

In the context of recent HBs (HB 1220 and HB 1337), the City has identified capacity for all housing needs in three areas:

1. Zoned capacity – Capacity from vacant and redevelopable land or from pipeline development projects.
2. Accessory Dwelling Unit Capacity (HB 1337) – Potential capacity for the construction of ADUs on existing and future residential lots based on assumed production rates.
3. Emergency Housing Capacity (HB 1220) – Capacity for the City to provide for emergency housing needs based on available land and other opportunities.

Zoned Capacity

The table below summarizes zoned housing capacity identified in Stage 2 of the LCA.

Housing Capacity (Units)				
Zone	Initial	(Displaced)	Pipeline	Total
(C-1) Neighborhood Commercial District	0	(0)	0	0
(C-2) Commercial District	0	(0)	0	0
(DC) Downtown Core District	8	(0)	0	8
(DM) Downtown Mixed Use District	27	(1)	24	50
(E) Easttown District	0	(6)	48	42
(MC) Midtown Core District	0	(1)	0	(1)
(PF) Public Facilities District	0	(0)	0	0
(R1) Low-Density Residential District	576	(175)	71	472
(R2) Medium-Density Residential District	180	(74)	12	118
(R3) High-Density Residential District	320	(68)	672	924
(RC-5) Residential/Conservation District	37	(2)	1	36
Total	1,148	(327)	828	1,649

Table 10 – Housing Capacity Summary

¹⁰ WA Commerce, HB 1220 Book 2 Housing Element Update (August 2023), p.19

Accessory Dwelling Unit Capacity (House Bill 1337)

[HB 1337](#) was passed during the 2023 legislative session. The provisions of this bill must be implemented by the City no later than June 30, 2025. The bill states that if a city or county does not amend their rules to be consistent with the law, the provisions of the law “**supersede, preempt and invalidate any conflicting local development regulations.**” ([Session law](#) adopting HB 1337, p. 5, lines 14-15).

Recent changes to state law require cities to allow up to two Accessory Dwelling Units (ADUs) on all lots¹¹ zoned to allow single-family homes, provided the lots meet or exceed the minimum lot size for the zone; in Bonney Lake, this includes the R1, R2, and RC5 zones. There are 7,188 parcels in the R1, R2, and RC5 zoning districts. After excluding various land uses, parcels with critical areas, and parcels with capacity as determined in the LCA, 3,719 lots are eligible for 2 ADUs per HB 1337. Including lots that could add an ADU that have LCA capacity (vacant, underutilized, or vacant single unit) brings the total ADU-eligible lots to 4,261.

Commerce recommends basing estimated ADU production on an estimated participation rate based on the Real Estate market of the jurisdiction¹². The estimated participation rate was inferred from analysis of recent development in the City. Seven ADUs were permitted in the last three years, which equates to approximately 2.3 ADUs per year. For this LCA, the City assumed that ADU production would increase due to regulation changes required by HB 1337 and expects approximately 5.35 ADUs per year in the 2024-2044 planning period. Extrapolated out over the next 20 years, the City could plan for an additional 107 ADUs by 2044.

Based on an analysis of ADUs built in the last five years, the City assumed a 2% participation rate; this accounts for owners who do not have the means or the desire to build ADUs. Additionally, the City assumed an average of 1.25 ADUs per lot; currently, there are no lots identified in the City that have more than one ADU, but considering the new requirements of HB 1337, lots with two ADUs could exist in the future. Applying this analysis, the City has capacity for 107 ADUs on 85 lots.

ADU Development Capacity				
Available Lots	Participation Rate	Potential ADU Lots	ADUs per Lot	2044 ADU Capacity
4,261	2.00%	85	1.25	107

Table 11 – HB 1337 ADU Capacity

Emergency Housing Capacity (House Bill 1220)

HB 1220 included the addition of Emergency Needs Housing Requirements. These requirements are applicable to all jurisdictions that have been assigned Emergency Needs Housing targets, of which the City has been assigned 334 beds. The bill requires that jurisdictions allow for siting of indoor emergency housing or indoor emergency housing shelters where hotels are allowed or within “a majority of zones within a one-mile proximity to transit.” The City lacks any zones permitting Hotels and has one Park & Ride serviced by Sound Transit.

In this LCA, the City accounted for Emergency Housing capacity by dedicating a portion of the vacant land identified for Emergency Housing use. The City selected vacant land because it is more likely to feasibly support the development of Emergency Housing, and the City did not specify specific sites for this Emergency Housing provision because they do not have any regulations limiting the siting, spacing, or intensity of Emergency Housing uses. The City removed a total of 8 acres from the E and PF zones in the LCA and estimated provision for emergency housing according to Commerce Guidance¹³ and an assumed construction of Tiny shelter villages and Emergency Congregate shelters.

¹¹ Lots with critical areas or their buffers are exempt from the requirements of HB 1337.

¹² WA Commerce, HB 1220 Book 2 Housing Element Update (August 2023), p.28

¹³ WA Commerce, HB 1220 Book 2 Housing Element Update (August 2023), p.47-48

Emergency Housing Capacity						
Site Grouping	Acres	Density	Capacity (beds or units)	Total Capacity	(Total need)	Capacity Surplus (or Deficit)
Tiny shelter villages	4	30 units/acre	120	360	(334)	26
Emergency Congregate Shelter	4	60 beds/acre	240			

Table 12 – Emergency Housing Capacity Summary

The City has sufficient capacity in the PF and E zones to meet its Emergency Housing target. The City will need to take steps to ensure this housing is provided, some steps might include coordinating with local shelters or other providers of Emergency Housing and applicable services, pursuing sources of funding for Emergency Housing projects, and including public engagement in the necessary siting of Emergency Housing uses.

Housing Capacity Subtotal

Housing capacity provided by zoning, pipeline projects, and ADU production contributes toward the City’s total 2044 housing target of 1,451 residential units. This LCA has identified approximately 391 acres of vacant and underutilized land available for future residential development in the City. Without considering housing needs for income brackets, the City has capacity for 2,438 residential units and has a housing capacity surplus of 987 residential units. The below table shows the residential outcomes of the LCA against the 2044 and 2049 targets.

Housing	2020-2044	2020-2049
2020-2023 Permitted Growth	682	682
Pipeline projects	828	828
Zoned Housing capacity	821	821
ADU Capacity	107	107
Total Housing Capacity	2,438	2,438
(Housing Target)	(1,451)	(1,977)
Housing Capacity Surplus (or deficit)	987	461

Table 13 – Housing Growth Target Progress

2. Categorize zones by allowed housing types and density level

Commerce has developed a framework for determining potential housing affordability. The framework requires the compilation of permitted housing types and maximum allowed density in each zone to assign zones into “Zone Categories” which can be used to better understand how effective the capacity identified in the LCA is at serving “all housing needs.”

Housing costs and affordability can vary significantly by housing type, and housing types and densities are determined in part by zoning and other local development regulations. For example, subsidized affordable housing projects are most feasible to produce in low-rise or mid-rise multifamily zones that allow for multi-unit housing production, such as apartment buildings.¹⁴

The table to the right shows zone categories from Commerce guidance that are applicable to zones in Bonney Lake.

Zone Category	Typical Housing Types Allowed
Low Density	Detached single-family homes
Moderate Density	Townhomes, duplex, triplex, quadplex
Mid-Rise Multifamily	Apartments or condominiums in buildings with ~4-8 floors (~40-85 feet in height)

Table 14 – Zone Density Categories

Based on this framework, the City’s residential zones can be classified into the following categories:

Bonney Lake Residential Zone Density Categories				
Zone	Housing Types Allowed	Min Density Required	Max Density Allowed	Assigned Zone Density Category
(DC) Downtown Core District	Apartments or condominiums, Residential over Ground Floor Retail	10.00 Du/Ac	None	Mid-Rise Multifamily
(DM) Downtown Mixed Use District	Apartments or condominiums, Residential over Ground Floor Retail	10.00 Du/Ac	None	Mid-Rise Multifamily
(R1) Low-Density Residential District	Detached single-family homes	4.00 Du/Ac	5.00 DU/Ac	Low Density
(R2) Medium-Density Residential District	Detached single-family homes, duplex, triplex and quadriplex	5.00 Du/Ac	9.00 DU/Ac	Moderate Density
(R3) High-Density Residential District	Apartments or condominiums, townhouses, Duplexes	10.00 Du/Ac	None	Mid-Rise Multifamily
(RC-5) Residential/Conservation District	Detached single-family homes	None	0.20 DU/Ac	Low Density

Table 15 – Bonney Lake Zone Density Categories

¹⁴ WA Commerce, HB 1220 Book 2 Housing Element Update (August 2023), p.30

3. *Relate zone categories to potential income levels and housing types served*

Depending on the housing types permitted in a zone, different income levels' housing needs are more likely to be served. The table below outlines the potential income levels served depending on housing type and market rate or subsidized housing; this is based on a standard table provided by Commerce¹⁵. Household income segments refer to households that are affordable to households at specified AMIs. Income levels are based on the Area Median Income (AMI); in the City, the 2018-2022 Median Income was \$123,462¹⁶. See table to right for Household Income Levels.

Income Levels	
Income Level	Relative AMI
Extremely Low Income	<=30% AMI
Very Low Income	>30% and <=50% AMI
Low Income	>50% and <=80% AMI
Moderate Income	>80% and <=120% AMI
High Income	>120% AMI

Table 16 – Household Income Levels

Zone Category Incomes Served				
Zone Category	Housing Types Served	Lowest Potential Income Level Served		Assumed Affordable Income Level for LCA
		Market Rate	With Subsidies	
Low Density	Single-Family Detached	High Income	Not feasible at scale	High Income
Moderate Density	Townhomes, duplex, triplex, quadplex	Moderate Income	Not feasible at scale	Moderate Income
Mid-Rise Multifamily	Apartments or condominiums in buildings with ~4-8 floors	Low Income	Extremely Low - Very Low Income	Low - Extremely Low Income and PSH
ADUs (all zones)	ADUs on developed residential lots	Moderate Income	N/A	Moderate Income

Table 17 – Zone Category Incomes Served

¹⁵ WA Commerce, HB 1220 Book 2 Housing Element Update (August 2023), Exhibit 12, p.33

¹⁶ Data from US Census Bureau: QuickFacts, Bonney Lake city, Washington

4. Summarize capacity by zone category

The table below shows zoned capacity from the LCA and compiles it based on the zone density category.

Pipeline projects are not included in this categorization; specific knowledge about the built condition or the proposed projects in the pipeline lends a more accurate measure of what income levels are being served. The table below summarizes recent projects in the permitting pipeline by housing type and income level.

In addition to Pipeline development, the 682 dwelling units constructed since the BLR are accounted for in the table below.

Zoned Capacity by Density			
Zone	Capacity (LCA)	Zone Density Category	Capacity in Zone Density Category
DC	8	Mid-Rise Multifamily	286
DM	26		
R3	252		
R2	106	Moderate Density	106
R1	401	Low Density	436
RC5	35		
ADUs (any zone)	107	ADUs	107
Total	935¹⁷		

Table 18 – Zoned Capacity by Density

Pipeline Development			
Type	Permitted Units	Density Category	Capacity Built Density Category
Multi-Family	280	Mid-Rise Multifamily	280
Townhouse	175	Moderate Density	175
ADU	0	ADU	0
Single-Family Detached	373	Low Density	373
Total	828		

Table 19 – Pipeline Development by Density

2020-2023 Development			
Type	Permitted Units	Density Category	Capacity Built Density Category
Multi-Family (<60% AMI) ¹⁸	408	Mid-Rise Multifamily	408
Multi-Family	97	Mid-Rise Multifamily	97
Townhouse	0	Moderate Density	0
ADU	7	ADU	7
Single-Family Detached	170	Low Density	170
Total	682		

Table 20 – 2020-2023 Development by Density

¹⁷ This total does not account for 7 residential units displaced in the E and MC zones; since these units aren't being displaced by residential development and do not constitute a significant loss of housing, they are not counted against affordable housing capacity. The net zoned capacity of 927 units is reflected in Table 10.

¹⁸ Multi-family project, "View by Vintage" built between 2021 and 2023, all units were limited to residents with income less than 60% AMI for the next 50 years as the project received low interest loans from the Washington State Housing Trust Fund.

5. Compare projected housing needs to capacity

The adopted income housing targets previously shown (Table 9) are compared to the identified capacity (**Error! Reference source not found.**, **Error! Reference source not found.**, and **Error! Reference source not found.**) in the below table (Table 21). The first two columns are a column-to-row flip of the income housing targets table (Table 9); the remaining columns show the calculations based on the category capacity established on the previous page. Zoned capacity fills higher income brackets before lower ones due to market pressures, pipeline and built capacity is specifically assigned to income categories based on development type and whether the development was market-rate or included an affordable housing component.

Income Housing Target Capacity Summary							
Income Level	Projected Housing Need	Aggregate d Housing Needs	2020-2023 Permitted Growth	Total Pipeline Capacity	Zone Categories Serving These Needs	Total Zoned Capacity	Capacity Surplus (or Deficit)
0 - 30% PSH	187	709	0	0	Mid-Rise Multifamily	286	(423)
0 - 30% Non-PSH	253						
>30 - 50%	269						
>50 - 80%	213	213	408	0	Mid-Rise Multifamily	0	195
>80 - 100%	92	175	104	455	Mid-Rise Multifamily, Moderate Density, and ADUs	213	597
>100 - 120%	83						
>120%	354	354	170	373	Low Density	436	625
Total	1,451		682	828		935	

Table 21 – Income Housing Target Capacity Summary

Sufficient Capacity

The current zoned and built capacity is sufficient to meet the needs of households with incomes greater than 50% AMI. Plenty of single-family housing has been built and is in the pipeline, effectively serving the need for greater than 120% AMI households. Additionally, townhouse and multi-family developments have provided ample capacity for households between 80% and 120% AMI. The 50% to 80% target is met solely by the View By Vintage project which constructed 408 income restricted dwelling units that will be income restricted until year 2070 and is than enough to serve the projected need.

Insufficient Capacity

Housing targets for households making less than 50% AMI have not seen any measurable progress since 2020. The combined housing need for households under 50% AMI is 709 units. Current buildable land in Mid-Rise zones does not seem sufficient to meet these targets. The R3, DM, and DC zones have a combined capacity of 286 units, so the total shortfall for households under 50% AMI is 423 units. Yet, this assumes that all the 286 units of zoned capacity would need to be allocated to households <50% AMI, which is unlikely without substantial changes to development regulations. An increased capacity for Mid-Rise Multi-Family residential development and measures to incentivize income restricted development serving Low and Extremely Low incomes may be required to meet these targets.

6. (If deficit is found) Implement actions to increase capacity for one or more housing needs. Then re-assess capacity (Step 1) based on actions.

Note that though the R3, DM, and DC zones have an assumed density of 15 units per-acre in this LCA, higher densities are likely feasible. The City's DC, DM, and R3 zoning classification have a minimum density of 10 units per net acre, but no maximum density. All the zones permit buildings of at least 4 stories of 45 feet, and the DC and DM allow buildings up to seven stories.

The R3 zone has approximately 42.4 acres of land available for residential development with 68 existing units on redevelopable parcels. Including displaced units, the assumed density would have to be increased to just 18.3 to produce a net 709 units. It is possible for the City to accommodate the adopted housing need, but action on behalf of the City will be necessary to ensure this housing capacity deficit solution is implemented.

Conclusion

In partnership with LDC, the City has analyzed development capacity for the 2024-2044/2049 planning period according to Pierce County BLR and Commerce guidance applicable to new State regulations implementing HBs 1220 and 1337. The LCA updates the Buildable Lands Inventory in the 2021 BLR and documents the City's progress towards its Housing and Employment growth targets.

The City has been continually growing and expanding the selection of housing that it allows and is serving a greater range of household incomes than before.

This LCA found the City has ample capacity to meet its employment and Emergency Housing growth targets and has an excess of housing capacity for Low-to-High income households and has a housing capacity deficit for those within very low and extremely low-income households. This housing capacity deficit is due to the lack of low-income serving housing solutions and would require the City to plan to provide an additional 423 residential units by 2044. Given the shortfall in housing capacity, the City has evaluated growth alternatives to accommodate its housing target; these are outlined in the Growth Alternatives memorandum and support the City's commitment to meeting its adopted growth targets.

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Appendices

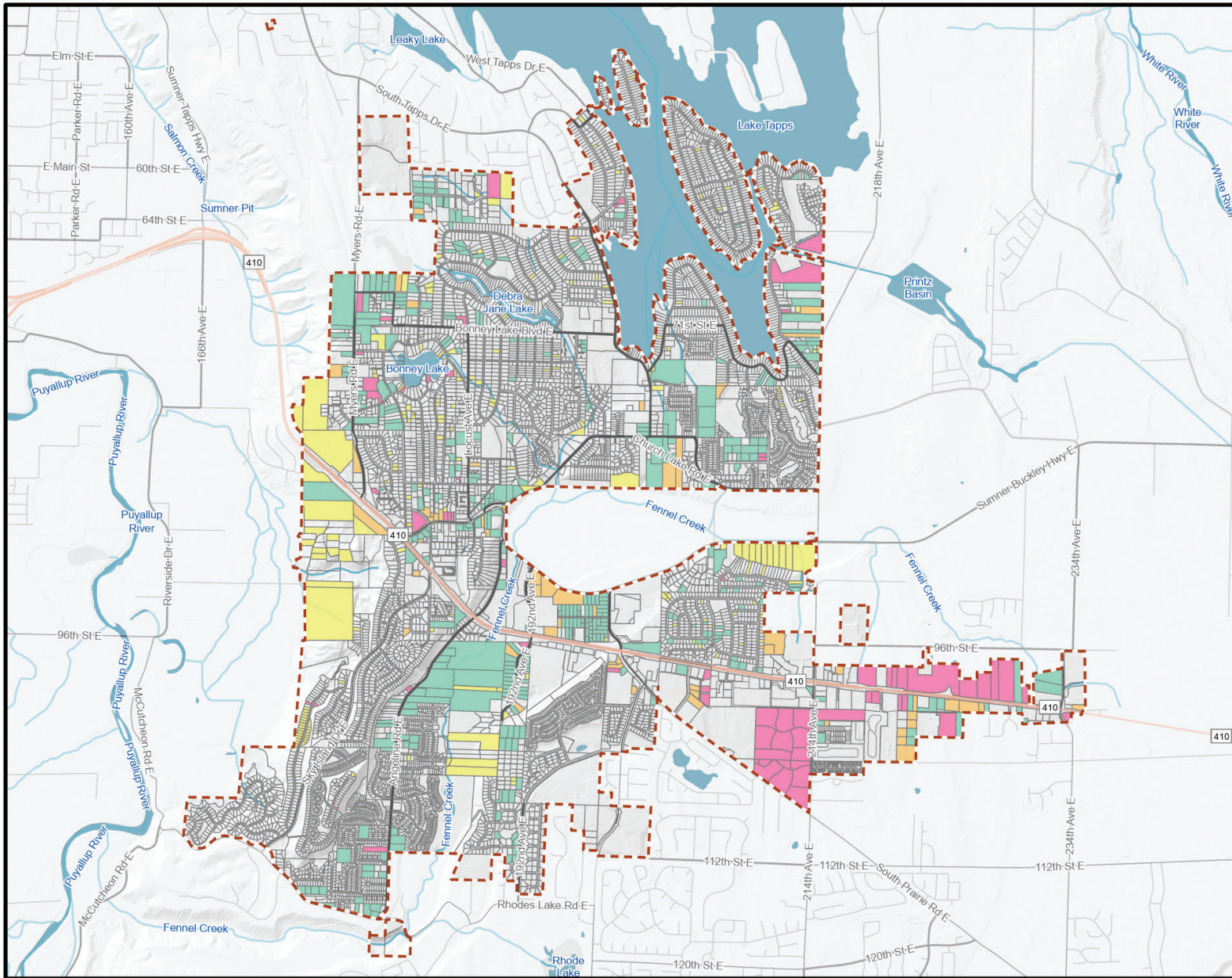
(2024). *Appendix A – LCA Zone Assumptions*

(2024). *Appendix B – 2024 Buildable Lands Inventory Map*

(2024). *Appendix C – Zoning Map*

Appendix A - Bonney Lake 2024 LCA Zone Assumptions







Zone	Zone Type	Residential			Employment		Residential Market Factor		Non-Residential Market Factor		Plat Deductions (ROW, Stormwater, Open Space, Non- Residential)	Non-residential Use in Residential Zone	Assumed Density
		Mixed-Use Split	Density	Min Lot	Mixed-Use Split	Density	Vacant	Underutilized	Vacant	Underutilized			
C1	MIX COM	50%	6	0	50%	20	15%	35%	15%	35%	0%	0%	6.00
C2	MIX COM	0%	0	0	100%	20	15%	35%	15%	35%	0%	0%	0.00
DC	MIX COM	20%	15	0	80%	20	15%	35%	15%	35%	0%	0%	15.00
DM	MIX COM	50%	15	0	50%	20	15%	35%	15%	35%	0%	0%	15.00
E	IND	0%	0	0	100%	9	15%	35%	15%	35%	0%	0%	0.00
MC	COM	0%	0	0	100%	20	15%	35%	15%	35%	0%	0%	0.00
PF	COM	0%	0	0	100%	20	15%	35%	15%	35%	0%	0%	0.00
R1	RES	100%	4	0.5	0%	20	15%	30%	0%	0%	20%	5%	4.00
R2	RES	100%	6	0.49	0%	20	15%	30%	0%	0%	20%	5%	6.00
R3	RES	100%	15	0.3	0%	20	15%	30%	0%	0%	20%	5%	15.00
RC5	RES	100%	0.2	12.5	0%	20	15%	30%	0%	0%	20%	5%	0.20



Envision BONNEY LAKE
 Celebrating 100 Years

2024 Buildable Lands Inventory

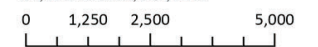
Legend

-  City Boundary
-  Built Out/Undevelopable
-  Pipeline
-  Underutilized
-  Vacant
-  Vacant Single Unit



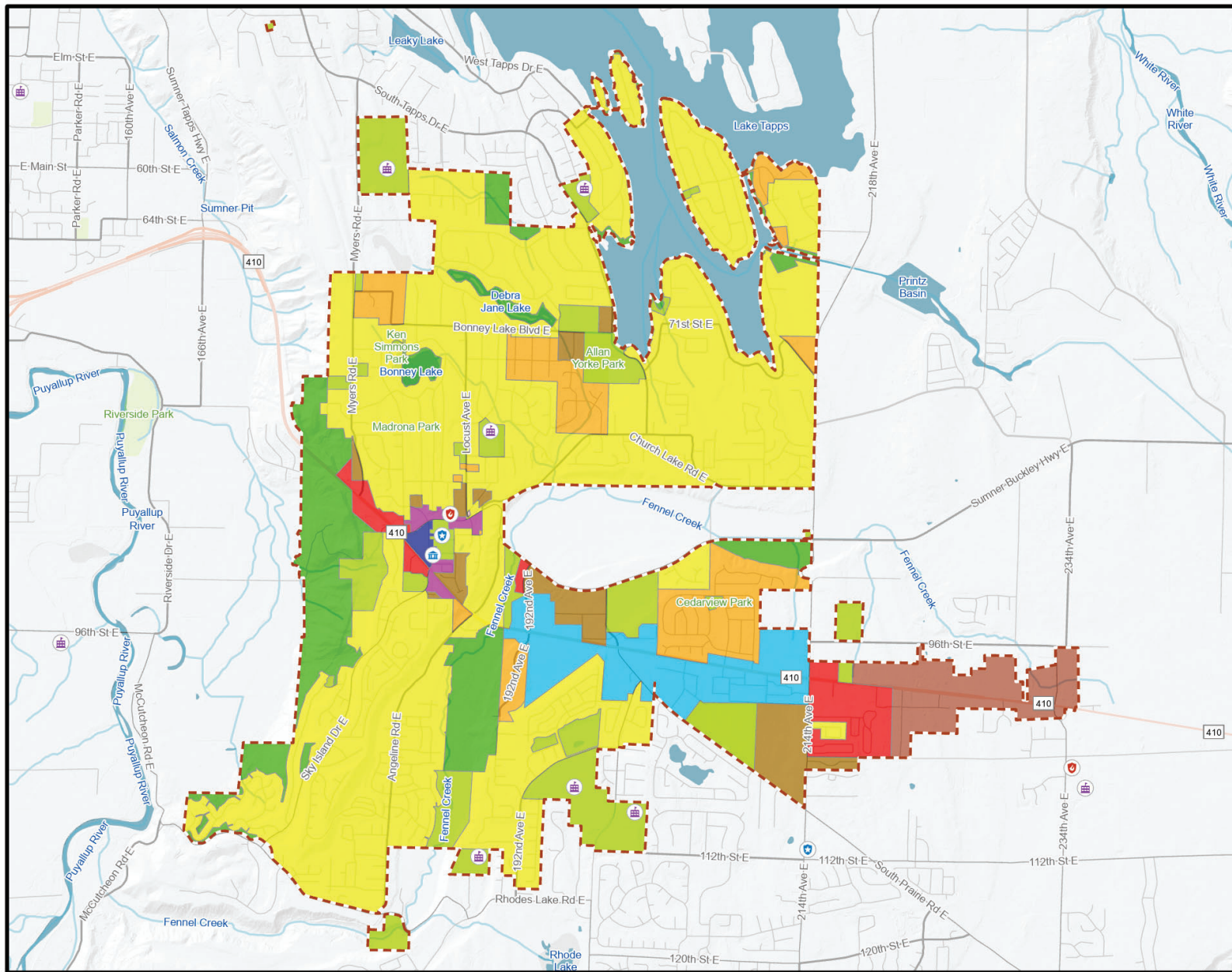
This map is a geographic representation based on information available at the time of production. Bonney Lake disclaims any warranty concerning the accuracy, currency, or completeness of the data depicted.

Base Map Service layers: Washington Geological Survey, King County, WA State Parks GIS, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS



1 inch equals 2,500 feet

Date Updated: 3/28/2024



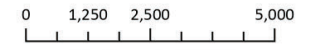
Zoning Legend

- City Boundary
- Neighborhood Commercial
- Commercial
- Downtown Core District
- Downtown Mixed District
- Easttown
- Midtown Core
- Public Facilities
- Residential
- Medium-Density Residential
- High-Density Residential
- Residential/Conservation District



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1 inch equals 2,500 feet
 Date Updated: 3/13/2024

2044 Growth Alternatives Memo

To: Jason Sullivan – Interim Public Services Director, City of Bonney Lake
From: Dane Jepsen, Associate Planner, LDC Inc.
CC: Kim Mahoney, Principal Planner, LDC Inc.
Date: March 29, 2024
Re: City of Bonney Lake 2024 Comprehensive Plan Update

Executive Summary

During the City of Bonney Lake’s (City) 2024 Comprehensive Plan update, LDC, Inc. (LDC) performed a Land Capacity Analysis (LCA) to assess the City’s capacity to serve the projected housing and employment needs for the 2020-2044 and 2020-2049 planning periods¹. The LCA found that the City has ample capacity to meet its employment and Emergency Housing growth targets and has an excess of housing capacity for Low-to-High income households. However, this analysis found that the City has a housing capacity deficit for those within very low and extremely low-income households. This housing capacity deficit is due to the lack of low-income-serving housing solutions and would require the City to plan to provide an additional 423 residential units by 2044.

Per RCW 36.70A (the Growth Management Act [GMA]), the City is required to identify and implement corrective actions that will accommodate the adopted housing growth target; the City has evaluated two growth alternatives to accommodate its housing target:

- Alternative One: "Stay the Course"
- Alternative Two: "Bend the Trend"

This memorandum further details the background, methodology, overview, and analysis results of the City’s considered growth alternatives.

Background

Puget Sound Regional Council (PSRC) is a multi-county planning organization that coordinates the planned growth of the Puget Sound region needed to accommodate future housing and employment needs. Through its *VISION 2050* plan, PSRC coordinated a target for total regional population growth and the adoption of county-wide population, employment, and housing targets for its member counties. In the PSRC Vision 2050, the City is identified as one of the geographies accepting a lower portion of the regions’ housing and employment growth.

VISION 2050 includes plans for housing and employment capacity in the following geographies:

- Metropolitan Cities
- Core Cities
- High Capacity Transit (HTC) Communities
- Cities & Towns
- Rural Unincorporated Areas
- Rural

The City of Bonney Lake was placed within “Cities & Towns” category, which means that the City is expected to accommodate a small portion of the region’s needs relative to its size. The housing and employment growth targets adopted by Pierce County on July 7, 2023 reflect the planned growth

¹ 2020-2044 growth targets adopted July 7, 2023 under Pierce County Ordinance No. 2023-22s, 2020-2049 growth targets extend the 2044 target based on projected growth rate.

assigned to Pierce County in *VISION 2050*; therefore, the City's planning to accommodate its growth targets inherently participates in the much wider regional plan, as well. In the 2024 Comprehensive Plan update, the City is faced with decisions about how it will plan to meet its housing and employment targets. In the past, the City has met rising housing needs through development of single-family and multi-family housing, with an increasing portion of new multi-family units (Figure 1). In an effort to explore methods for accommodating its housing growth targets, the City has considered one alternative of "staying the course" (Alternative One), whereby its recent trends of housing development could serve the growing need for housing, and another alternative, "bending the trend" (Alternative Two), whereby a refreshed perspective to housing development could more adequately serve housing needs in the City.

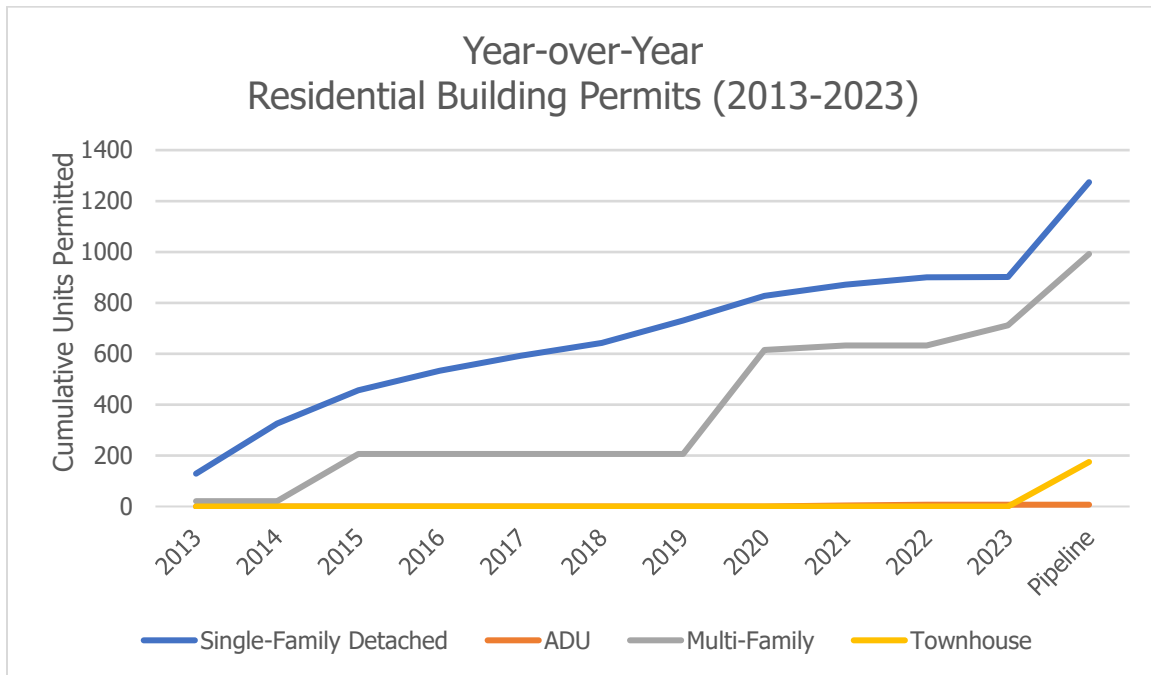


Figure 1 – Year-over-Year Residential Building Permits (2013-2023)

Methodology

The two proposed growth alternatives were evaluated for potential housing and employment capacity using the same methodology outlined in the LCA memo; this includes the same zone assumptions and the same process for identifying lands as Vacant, Vacant Single Unit, Underutilized, Pipeline, and Built Out/Undevelopable. Two specific changes were incorporated in the analysis of these growth alternatives: changes to capacity in the (PF) Public Facility zone, and removal of the Midtown Pipeline project. See these changes outlined below:

Public Facilities Zone Capacity

In the LCA, no housing or employment capacity was designated on publicly owned land. Development of public land does not respond to market pressure the way private development does, and LCA assumptions cannot predict the likelihood of a community decision. Yet, while considering growth alternatives, it is acceptable to present the outcomes of growth paths that require said decision making. For this reason, Alternative One included capacity from a selection of publicly-owned parcels on the City Hall campus that have been identified to be favorable for private sale and redevelopment. The *City of Bonney Lake Centers Plan* (Centers Plan) adopted in 2017 envisioned that the former civil campus would be developed with a mix of residential and commercial uses. Under Alternative One, it is assumed that the City would move forward with the zoning changes as part of this periodic update and further implement the Centers Plan. These parcels were designated as vacant since the market factor applicable to underutilized land would not be as prevalent on publicly-owned land. These parcels were rezoned for

the (DM) Downtown Mixed Use District zone designation, which has a 50% mixed use split in both growth alternatives. See map of selected parcels (highlighted in yellow) in Figure 2.

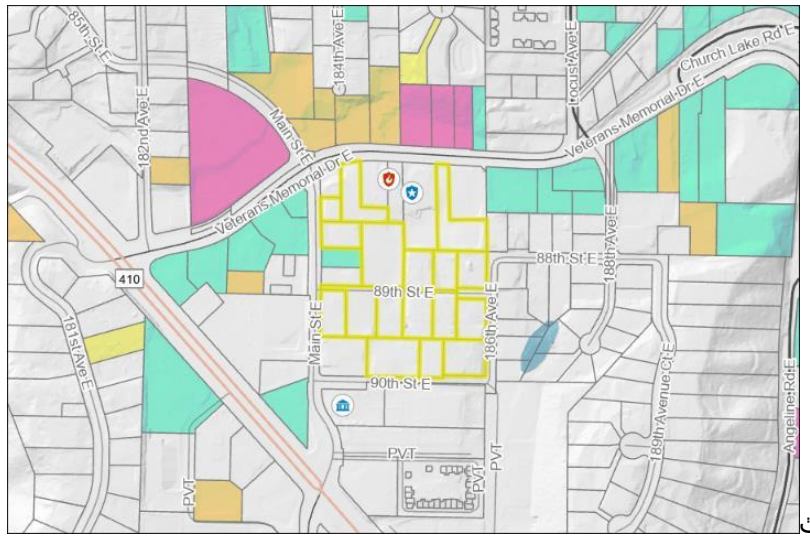


Figure 2 – City Hall Campus Analysis Parcels

Midtown Pipeline Capacity

The Midtown pipeline project provided 672 residential units of capacity in the LCA; these residential units included single-family, townhouse, and multi-family development. The Midtown project’s Development Agreement with the City is set to expire on December 31, 2024; to reflect the potential expiration of this pipeline project, both alternatives have removed this pipeline project and its land returned to zoned capacity as vacant land. The pipeline project’s site is 74.06 acres of undeveloped land previously owned by Midtown Properties LLC. and is zoned R3; a map of the Midtown Pipeline projects site (highlighted in yellow) is provided in Figure 3 for reference:

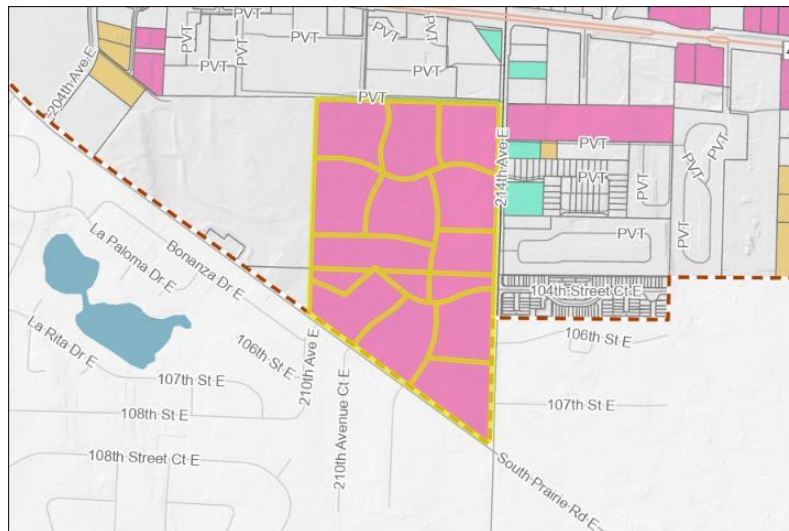


Figure 3 – Midtown Pipeline Project Site

Overview

There are two main ways jurisdictions can address housing and employment capacity deficits identified in an LCA:

1. Changing jurisdiction regulations for development related to employment and housing capacity.
2. Changing the zoning map to increase or decrease developable area in specified zones.

The City’s proposed growth alternatives only included changes to the zoning map. The remainder of this memo will review the impacts of these zoning changes on projected capacity.

Zoning changes were comprehensively evaluated for every base parcel in the City, allowing the Buildable Lands Inventory to adjust based on proposed zoning changes. Appendix A & B depict the zoning changes that were implemented in the analysis of each alternative, the table below also shows the changes to the gross acreage of each zone proposed by each growth alternative.

Zoned Acres - Alternatives Summary					
Zone	Area (Acres)				
	Base Zoning	Alternative One		Alternative Two	
		Total Acres	Change Addition or (Reduction)	Total Acres	Change Addition or (Reduction)
(C-1) Neighborhood Commercial District	0.00	14.47	14.47	0.00	0.00
(C-2) Commercial District	114.27	172.47	58.20	83.49	(30.79)
(DC) Downtown Core District	8.24	6.48	(1.76)	7.08	(1.16)
(DM) Downtown Mixed Use District	20.88	45.00	24.13	33.01	12.13
(E) Easttown District	166.27	166.27	0.00	166.48	0.21
(MC) Midtown Core District	236.05	178.15	(57.90)	226.42	(9.63)
(PF) Public Facilities District	508.87	512.81	3.94	524.21	15.34
(R1) Low-Density Residential District	2289.44	2,223.11	(66.33)	2531.41	241.96
(R2) Medium-Density Residential District	282.73	182.70	(100.03)	0.00	(282.73)
(R3) High-Density Residential District	155.73	260.23	104.50	158.46	2.73
(RC-5) Residential/Conservation District	410.06	430.85	20.79	461.99	51.93
Total	4192.54	4192.54		4192.54	

Table 1 – Zoned Acres - Alternatives Summary

Both Alternatives feature overall reductions in the DC, MC, and R2 zones and additions in the DM, PF, R3, and RC-5 zones. Alternative One utilizes the C-2 and R3 zones much more than Alternative Two while reducing the area of the MC, R1, and R2 zones. Alternative Two utilizes the R1 and RC-5 zones more than Alternative Two while reducing the C-2 zone and outright removing the R2 zone.

Alternative One: "Stay the Course"

Alternative One seeks to achieve projected housing growth targets through the amplification of its current development pattern. This includes the reduction of medium-to-low density residential zones (R1 and R2) while increasing zoned acreage in the high density and mixed-use zones (R3, C-1, and DM) to maximize

the potential for affordable housing development. This growth alternative also includes an increase in the area of the (RC-5) Residential/Conservation District as a reflection of the City's priority to preserve its natural land and open space while preventing sprawl. This growth alternative's focus on providing increased housing capacity by adding zoned acreage to the R3, C-1, and DM zones would likely result in a greater coverage of moderate density housing throughout the City with an increased opportunity for mixed-use and inclusive development patterns.

Alternative Two: "Bend the Trend"

Alternative Two seeks to achieve projected housing growth targets through a focus on smaller scale development with a sufficient portion of zoning dedicated densities that support low-income housing development. This alternative was developed to explore whether it was possible to reduce the City's overall growth rate consistent with goals of VISION 2050, while at the same time complying with the requirements of RCW 36.70A.070(2) to provide housing to all income segments as determined by the Department of Commerce. This alternative was also developed to focus housing within two specific centers: Downtown and Midtown, consistent with VISION 2050; specifically, MPP-RGS-11, MPP-DP-26, MPP-H-7 and MPP-EC-20. These policies call on the Puget Sound Region to develop a framework of countywide centers and focus the development of housing and economic growth within these centers. The City's Downtown Center is already classified as a Countywide Growth Center. As part of this update, the City will be taking steps to have the Midtown Center classified as a Countywide Growth Center. This includes the elimination of the (R2) Medium-Density Residential District, which would comprise of mostly rezoned (R1) Low-Density Residential District land, and an increase of approximately 30 acres in the R3 and DM zones. This growth alternative's focus on lower density zoning outside of these Centers and the provision of higher density housing through the R3 and DM zones within the Centers would result in a slower build-out of lower density neighborhoods with the majority of high-density housing developing in dense mixed-use centers to achieve the dual objectives of slowing the City's overall growth rate while providing housing for all economic segments within the City.

Alternative Analysis Results

In this analysis, growth alternative capacity is summarized and presented in the same format that was used to present housing and employment capacity in the LCA. This analysis will compare the capacity results of the proposed growth alternatives with the results determined based on existing zoning in the LCA.

Employment Capacity

Employment capacity identified in the LCA was more than sufficient to satisfy the City’s employment growth targets. The proposed alternatives included planned zoning changes reflected in the City’s current Comprehensive Plan map designations and deductions of commercial and industrial zones for the purposes of meeting housing capacity needs; these changes in zoning yielded changes in projected employment capacity; the table below summarizes alternatives changes in capacity and compares them against the employment growth target:

Employment Capacity - Alternatives Summary					
Zone	Base Zoning	Alternative One		Alternative Two	
		Total Jobs	Change Addition or (Reduction)	Total Jobs	Change Addition or (Reduction)
(C-1) Neighborhood Commercial District	0	76	76	0	0
(C-2) Commercial District	200	416	216	165	(35)
(DC) Downtown Core District	2	2	0	2	0
(DM) Downtown Mixed Use District	32	128	96	63	31
(E) Eastown District	258	258	0	258	0
(MC) Midtown Core District	422	188	(234)	326	(96)
(PF) Public Facilities District	0	0	0	0	0
(R1) Low-Density Residential District	246	236	(10)	289	43
(R2) Medium-Density Residential District	53	33	(20)	0	(53)
(R3) High-Density Residential District	43	203	160	95	52
(RC-5) Residential/Conservation District	36	37	1	37	1
Total Zoned Capacity	1,292	1,577	285	1,235	(57)
2020-2023 Permitted Growth	504	504		504	
Pipeline projects	684	684		684	
Total Employment Capacity	2,480	2,765		2,423	
(Employment Target)	(1,717)	(1,717)		(1,717)	
Employment Capacity Surplus (or deficit)	763	1,048		706	

Table 2 – Employment Capacity - Alternatives Summary

Analysis of both growth alternatives identified sufficient capacity for future employment targets with Alternative One producing slightly more and Alternative Two slightly less employment capacity than current zoning.

Housing Capacity

As in the LCA, housing capacity for proposed growth alternatives should demonstrate capacity for affordable housing to all economic segments. Washington State Department of Commerce has provided guidance² for demonstrating this utilizing the following steps:

1. Summarize land capacity by zone.
2. Categorize zones by allowed housing types and density level.
3. Relate zone categories to potential income levels and housing types served.
4. Summarize capacity by zone category.
5. Compare projected housing needs to capacity.
6. (If deficit is found) Implement actions to increase capacity for one or more housing needs. Then re-assess capacity (Step 1) based on actions.

The LCA summarized current projected housing capacity using these steps and some of the analysis utilized there will be reused in the growth alternatives capacity analysis. The proposed alternatives involve changes to only the zoning map; resultantly, steps 2 and 3 do not need to be re-evaluated to demonstrate capacity. Step 6 was executed through this memo's analysis of the proposed growth targets. Analysis of Housing capacity for growth alternatives will include the following steps:

1. Summarize land capacity by zone.
4. Summarize capacity by zone category.
5. Compare projected housing needs to capacity.

1. Summarize land capacity by zone

The LCA identified housing capacity in three areas: zoned capacity, Accessory Dwelling Unit (ADU) capacity, and Emergency Housing Capacity. The proposed alternatives resulted in different outcomes for zoned and ADU capacity, but Emergency Housing capacity remained the same. Eight acres of vacant land were identified in the LCA for Emergency Housing Capacity; the same area of vacant land was reserved from the proposed alternatives, resulting in no change to projected Emergency Housing capacity. Housing capacity for the proposed growth alternatives was identified in two areas:

1. Zoned capacity – Capacity from vacant and redevelopable land.
2. Accessory Dwelling Unit Capacity (House Bill [HB] 1337) – Potential capacity for the construction of ADUs on existing and future residential lots based on assumed production rates.

² WA Commerce, HB 1220 Book 2 Housing Element Update (August 2023), p.19

Zoned Capacity

The table below summarizes zoned housing capacity identified in this alternative analysis and compares it to that identified in the LCA. Zoned capacity is the net result of initial units minus displaced units.

Housing Capacity - Alternatives Summary					
Zone	Base Zoning	Alternative One		Alternative Two	
		Total Units	Change Addition or (Reduction)	Total Units	Change Addition or (Reduction)
(C-1) Neighborhood Commercial District	0	14	14	0	0
(C-2) Commercial District	0	0	0	0	0
(DC) Downtown Core District	8	7	(1)	7	(1)
(DM) Downtown Mixed Use District	26	116	90	57	31
(E) Eastown District	-6	-6	0	-6	0
(MC) Midtown Core District	-1	-1	0	-4	(3)
(PF) Public Facilities District	0	0	0	0	0
(R1) Low-Density Residential District	401	378	(23)	464	63
(R2) Medium-Density Residential District	106	65	(41)	0	(106)
(R3) High-Density Residential District	252	1,237	985	822	570
(RC-5) Residential/Conservation District	35	37	2	42	7
Total	821	1,847	1026	1,382	561

Table 3 – Housing Capacity - Alternatives Summary

Accessory Dwelling Unit Capacity (HB 1337)

Projected ADU capacity fluctuated between the proposed growth alternatives due to rezones affecting the future production of single-family lots in the City. The alternatives analysis utilized the same assumptions as the LCA: 2% participation factor for available lots and 1.25 ADUs constructed per participating lot. The table below outlines ADU capacity for each alternative.

ADU Development Capacity – Alternatives Summary			
	Base Zoning	Alternative One	Alternative Two
Available Lots	4,260	3,906	4,258
Potential ADU Lots	85	78	85
2044 ADU Capacity	107	97	106³

Table 4 – ADU Development Capacity - Alternatives Summary

³ 2044 projections for ADU capacity are rounded from the nearest tenth decimal place, resulting in a slight difference between base and alternative two ADU capacity.

Housing Capacity Subtotal

Housing capacity provided by zoning, pipeline projects, and ADU production contributes toward the City’s total 2044 housing target of 1,451 residential units. Without considering housing needs for income brackets, total housing capacity provided by proposed growth alternatives exceeds projected housing targets. Notably, Alternative Two has a surplus 112 units lower than that provided by base zoning.

Housing	Base Zoning	Alternative One	Alternative Two
2020-2023 Permitted Growth	682	682	682
Pipeline projects	828	156	156
Zoned Housing capacity	821	1,847	1,382
ADU Capacity	107	97	106
Total Housing Capacity	2,438	2,782	2,326
(2020-2044 Housing Target)	(1,451)	(1,451)	(1,451)
Housing Capacity Surplus (or deficit)	987	1,331	875

Table 5 – Housing Capacity Subtotal

4. Summarize capacity by zone category

Zone density categories identified in the LCA are applicable in the analysis of the proposed growth alternatives. Zoned, pipeline, and built capacity were totaled by zone density category; zoned and pipeline capacity had different quantities than were presented in the LCA; built capacity was not affected by the proposed alternatives, for reference see the LCA Memo Table 20.

The table below shows zoned capacity from the alternatives LCA and compiles them based on the zone density category.

Zoned Capacity by Density - Alternative Comparison									
Zone Density Category	Zone	Base Zoning		Alternative One			Alternative Two		
		Zoned Capacity	Capacity in Zone Density Category	Zoned Capacity	Capacity in Zone Density Category	Change Addition or (Reduction)	Zoned Capacity	Capacity in Zone Density Category	Change Addition or (Reduction)
Mid-Rise Multi-family	DC	8	286	7	1,360	1047	7	886	600
	DM	26		116			57		
	R3	252		1,237			822		
Moderate Density	R2	106	106	65	65	(41)	0	0	(106)
Low Density	R1	401	436	378	415	(21)	464	506	70
	RC5	35		37			42		
ADUs	ADUs (any zone)	107	107	97	97	(10)	106	106	(1)
Total		935		1,937			1,498		

Table 6 – Zoned Capacity by Density - Alternatives Comparison

The proposed alternatives produced significantly more than base capacity in the “Mid-Rise Multi-family” zone density category, with Alternatives One and Two improving on base capacity by 1047 and 600 units, respectively. Proposed zoning changes did no-doubt affect this capacity projection, but the biggest factor in this increase is the removal of the Midtown pipeline project. At 672 units, the Midtown pipeline project made up approximately 73% of the total housing capacity in the R-3 zone, but it did not have any affordable housing provision. Thus, its pipeline capacity only applied to income brackets greater than 80% AMI. Returning the Midtown project site’s land to vacant capacity re-introduced the possibility of adding affordable housing with its development; for example, Alternative Two only expanded the R-3 zone by 6.9 acres, and still all 822 units of zoned capacity can count towards incomes served by the “Mid-Rise Multi-family” zone density category.

Pipeline projects utilized in the alternatives analysis differ from the LCA due to the removal of the Midtown Project. The table below summarizes pipeline projects used in this analysis by housing type and income level.

Pipeline Development			
Type	Permitted Units	Density Category	Capacity Built Density Category
Multi-Family	72	Mid-Rise Multi-family	72
Townhouse	0	Moderate Density	0
ADU	0	ADU	0
Single-Family Detached	84	Low Density	84
Total	156		

Table 7 – Pipeline Development by Density

5. Compare projected housing needs to capacity

Comparison of alternative capacity to each proposed growth alternative was done individually before being compared to the total capacity identified in the LCA.

The adopted income housing targets are compared to capacity identified for each growth alternative (Table 6, Table 7, and LCA Memo Table 20) in the below tables (Table 8 and Table 9). The first two columns are a column-to-row flip of the income housing targets table; the remaining columns show the calculations based on the zone density category capacity established in Housing Capacity – Step 4. Permitted growth and Pipeline capacity have set income brackets they serve based on presence of income restrictions in their existing or proposed provision of housing.

Alternative One - Income Housing Target Capacity Summary							
Income Level	Projected Housing Need	Aggregated Housing Needs	2020-2023 Permitted Growth	Total Pipeline Capacity	Zone Categories Serving These Needs	Total Zoned Capacity	Capacity Surplus (or Deficit)
0 - 30% PSH	187	709	0	0	Mid-Rise Multi-family	1,360	651
0 - 30% Non-PSH	253						
>30 - 50%	269						
>50 - 80%	213	213	408	0	Mid-Rise Multi-family	0	195
>80 - 100%	92	175	104	72	Mid-Rise Multi-family, Moderate Density, and ADUs	161	163
>100 - 120%	83						
>120%	354	354	170	84	Low Density	415	315
Total	1,451		682	156		1,937	

Table 8 – Alternative One - Income Housing Target Capacity Summary

Alternative Two - Income Housing Target Capacity Summary							
Income Level	Projected Housing Need	Aggregated Housing Needs	2020-2023 Permitted Growth	Total Pipeline Capacity	Zone Categories Serving These Needs	Total Zoned Capacity	Capacity Surplus (or Deficit)
0 - 30% PSH	187	709	0	0	Mid-Rise Multifamily	886	177
0 - 30% Non-PSH	253						
>30 - 50%	269						
>50 - 80%	213	213	408	0	Mid-Rise Multifamily	0	195
>80 - 100%	92	175	104	72	Mid-Rise Multifamily, Moderate Density, and ADUs	106	107
>100 - 120%	83						
>120%	354	354	170	84	Low Density	506	406
Total	1,451		682	156		1,498	

Table 9 – Alternative Two - Income Housing Capacity Summary

Previous tables have compared growth alternative capacity directly with LCA capacity; the following table shows how the proposed growth alternatives compare to the base capacity relative to the adopted growth targets.

Affordable Housing Target Capacity - Alternative Comparison							
Income Levels	Aggregated Housing Needs	Base Capacity		Alternative One		Alternative Two	
		Zoned Capacity	Capacity Surplus (or Deficit)	Zoned Capacity	Capacity Surplus (or Deficit)	Zoned Capacity	Capacity Surplus (or Deficit)
0 - 50% PSH & Non-PSH	709	286	(423)	1,360	6531	886	177
>50 - 80%	213	408	195	408	195	408	195
>80 - 100%	175	772	597	338	163	282	107
>120%	354	979	625	669	315	760	406
	1,451	2,445		2,775		2,336	

Table 10 – Affordable Housing Target Capacity - Alternative Comparison

Sufficient Capacity

Base capacity and both growth alternatives all served sufficient capacity for the 50% to 80% AMI income bracket by the View By Vintage project constructed in 2020. Independently, base capacity was only able to provide sufficient capacity to meet the needs of households with incomes greater than 50% AMI; while providing an excess of capacity for moderate-to-high income households (80%-120% AMI).

Zoning proposed in growth Alternative One is projected to have more than enough capacity to meet the needs of residents of all incomes. Excess housing capacity is concentrated in the less than 50% AMI brackets, creating a favorable environment for the construction of low-income and supportive housing types. Additionally, Alternative One provides a wide variety of options for dense forms of housing through use of the R2, R3, C-1, and DM zones; this variety of housing types is also likely to fill the "Missing Middle" gap in the City's housing stock and better meet the housing needs of its future residents.

Zoning proposed in growth Alternative Two is projected to have sufficient capacity to meet the needs of residents of all incomes. There is little excess housing capacity overall, the majority of capacity overperformance is in the greater than 120% AMI income bracket. The 406 excess units of capacity in the greater than 120% AMI income bracket will likely result in more home-ownership opportunities; these opportunities would only meet the housing needs of a portion of the City's residents. The three income brackets less than 50% AMI (30-50%, 0-30% PSH & non-PSH) have a total of 177 units of excess capacity between them; the zoning assumptions considered in this LCA ensure that it is possible for the City to deliver on this projected capacity. Still, the City would need to work with low-income housing providers and developers to ensure the needed low-income housing is captured in the development of applicable zones.

Insufficient Capacity

The LCA identified a total shortfall for households under 50% AMI of 423 units. These targets have seen no measurable progress since 2020 and are fully served by the "Mid-Rise Multi-family" zone density category containing the R3, DM, and DC zones. Proposed growth Alternatives One and Two addressed

this capacity shortfall through zoning changes and maximized use of existing zoned area in the R3 zone that can serve low-income housing needs, resulting in no capacity shortfall for either.

2049 Housing and Employment Targets

In addition to the housing and employment targets for 2044 (20 years), the City projected growth to 25 years (2049) and evaluated capacity for each of the proposed alternatives. The tables below outline the results of the two alternatives and compare them to the existing projected capacity.

2049 Housing Target Vs Capacity - Alternatives Summary					
Housing	Base Zoning	Alternative One	Change Addition or (Reduction)	Alternative Two	Change Addition or (Reduction)
Total Housing Capacity	2,438	2,782	344	2,326	(112)
(2020-2049 Housing Target)	(1,977)	(1,977)		(1,977)	
Housing Capacity Surplus (or deficit)	461	805		349	

All alternatives produced a surplus of housing capacity when compared to the City’s 2049 housing target. Alternative One resulted in 344 more units of housing than base zoning, while Alternative Two resulted in 112 less units than base zoning.

2049 Employment Target Vs Capacity – Alternatives Summary					
Employment	Base Zoning	Alternative One	Change Addition or (Reduction)	Alternative Two	Change Addition or (Reduction)
Total Employment Capacity	2,480	2,765	285	2,423	(57)
(2020-2049 Employment Target)	(2,129)	(2,129)		(2,129)	
Employment Capacity Surplus (or deficit)	351	636		294	

All alternatives produced a surplus of employment capacity when compared to the City’s 2049 employment target. Alternative One resulted in 285 more jobs of housing than base zoning, while Alternative Two resulted in 57 less jobs than base zoning.

The proposed alternatives achieve adopted and projected growth targets and consistently represent the two proposed growth paths for the City’s next 25 years of growth.

Conclusion

In partnership with LDC, the City has analyzed housing and employment development capacity for the 2024-2044 planning period based on proposed growth alternatives:

- Alternative One: "Stay the Course"
- Alternative Two: "Bend the Trend"

This alternative analysis found both alternatives sufficiently provide capacity to meet the City’s projected employment and housing needs. While base capacity identified in the LCA found housing capacity

shortfalls for very low-income households, this analysis found that proposed alternatives are projected to meet the needs of residents of all incomes, including very low-income households. Proposed growth alternatives met the existing housing capacity shortfall through rezones and maximized use of existing zoned area in the R3 zone that can serve low-income housing needs.

Given the outcomes of this alternatives LCA indicate that either Alternative One or Alternative Two could serve the housing needs of the community's projected growth, the City will decide which growth alternative is preferable for the City's 2024 Comprehensive Plan update and implement proposed changes along with the adoption of its plan.

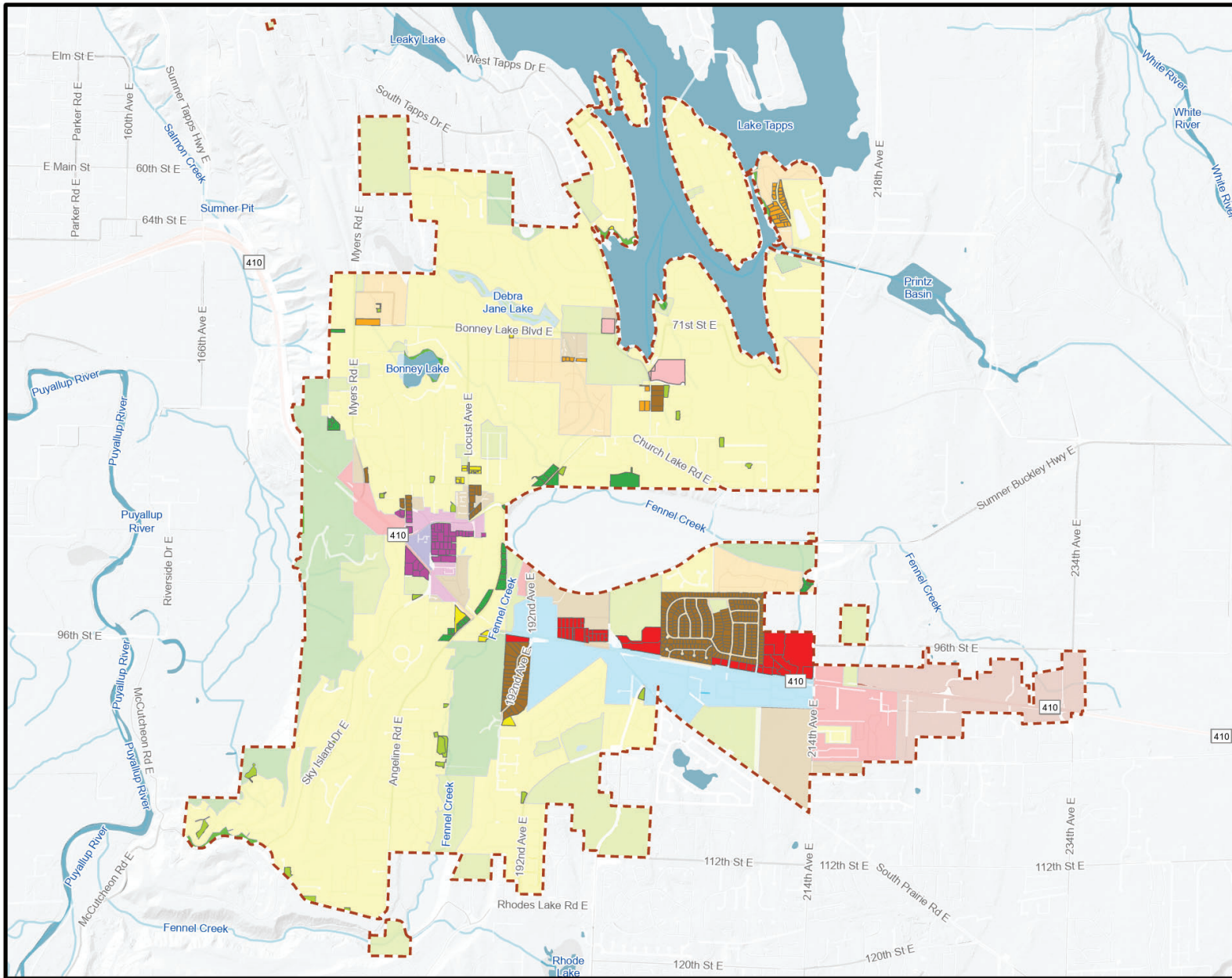
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Appendices

(2024). *Appendix A – Alternative One Maps*

(2024). *Appendix B – Alternative Two Maps*



Envision BONNEY LAKE
 Celebrating 100 Years
Alternative One Zoning

Legend

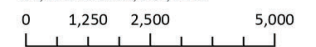
- City Boundary
- Neighborhood Commercial
- Commercial
- Downtown Core District
- Downtown Mixed District
- Eastown
- Midtown Core
- Public Facilities
- Residential
- Medium-Density Residential
- High-Density Residential
- Residential/Conservation District

Parcels not subject to rezone in Alternative One are depicted faded.



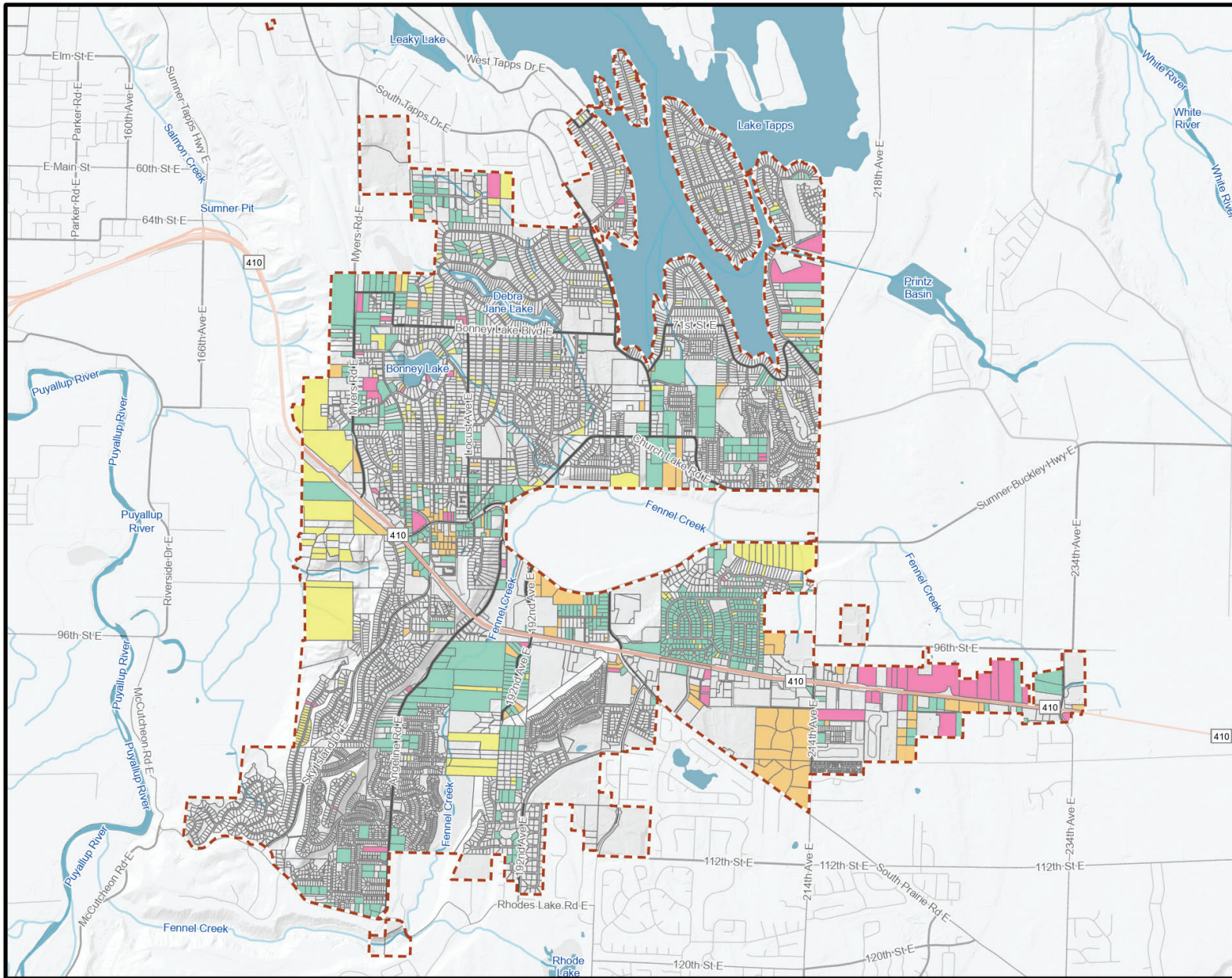
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Base Map Service layers: Washington Geological Survey, King County, WA State Parks GIS, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS



1 inch equals 2,500 feet







Date Updated: 3/28/2024



Envision BONNEY LAKE
 Celebrating 100 Years

Alternative One Buildable Lands Inventory

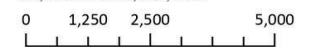
Legend

-  City Boundary
-  Built Out/Undevelopable
-  Pipeline
-  Underutilized
-  Vacant
-  Vacant Single Unit



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1 inch equals 2,500 feet

Date Updated: 3/28/2024

Alternative Two Zoning

Legend

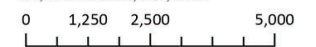
-  City Boundary
-  Neighborhood Commercial
-  Commercial
-  Downtown Core District
-  Downtown Mixed District
-  Eastown
-  Midtown Core
-  Public Facilities
-  Residential
-  Medium-Density Residential
-  High-Density Residential
-  Residential/Conservation District

Parcels not subject to rezone in Alternative Two are depicted faded.



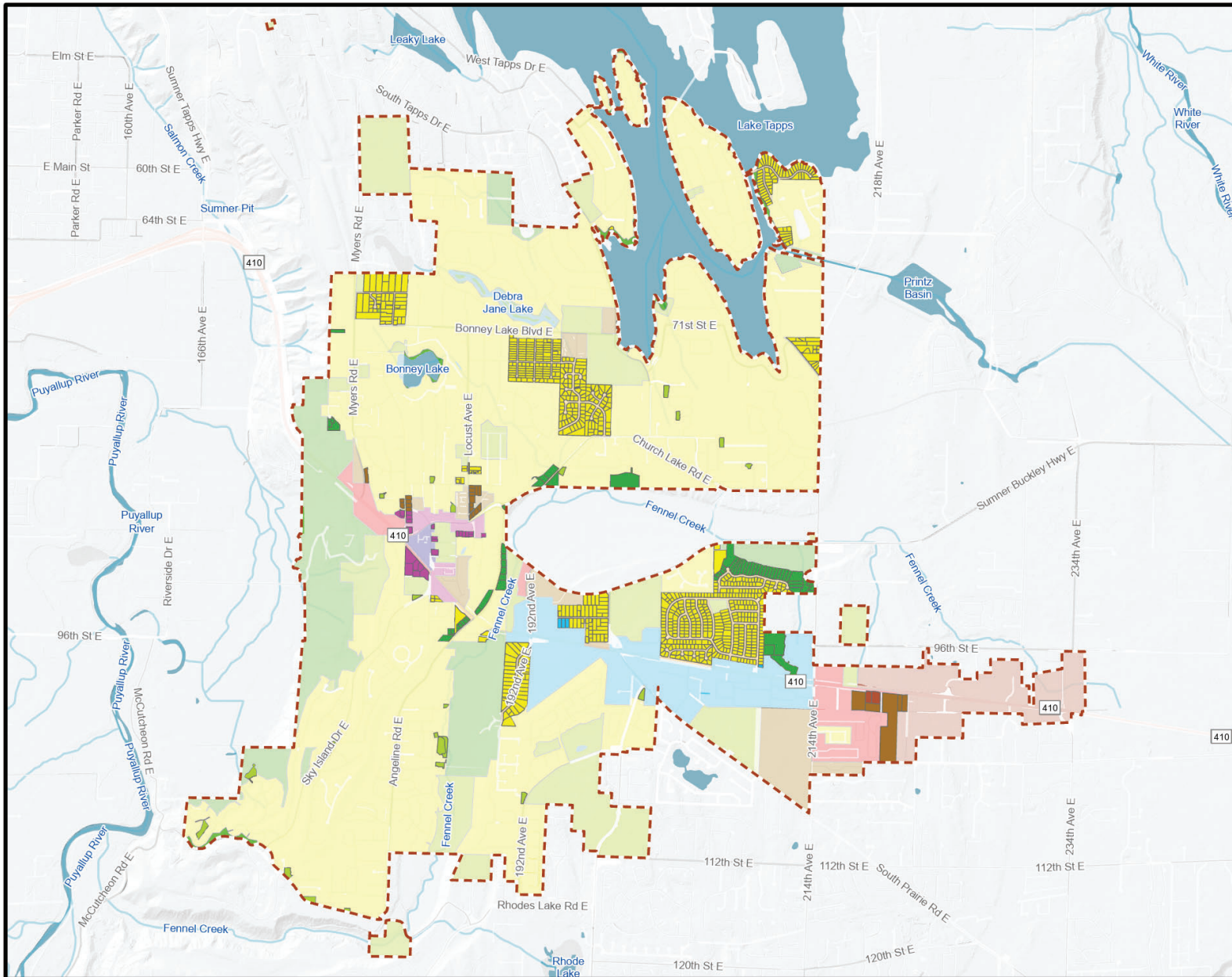
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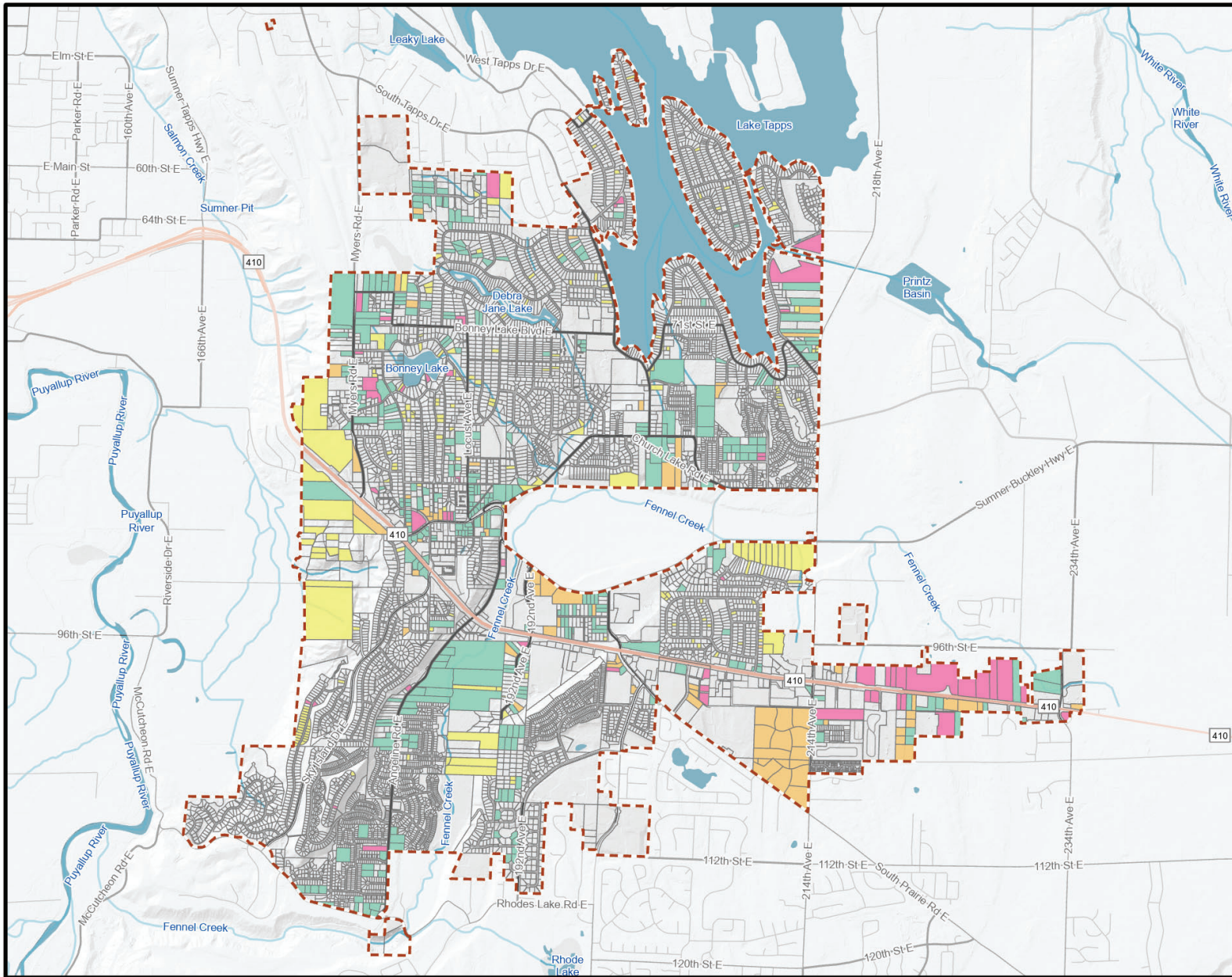
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

Date Updated: 3/28/2024





**Alternative Two Buildable
 Lands Inventory**

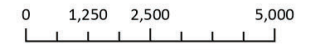
Legend

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-  Built Out/
Undevelopable
-  Pipeline
-  Underutilized
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 NPS, US Census Bureau, USDA, USFWS*



1 inch equals 2,500 feet

Date Updated: 3/28/2024

RESOLUTION NO. 3200

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN A CONTRACT WITH PIERCE COUNTY SECURITY, INC. TO PROVIDE SECURITY AT ALLAN YORKE PARK.

WHEREAS, the City of Bonney Lake provides additional security at Allan Yorke Park annually from Memorial day weekend through Labor Day weekend; and

WHEREAS, the 2024 Allan Yorke Operational Plan involves both the Bonney Lake Police Department and Pierce County Security, Inc ; and

WHEREAS, Pierce County Security, Inc provided security officers at Allan Yorke Park in 2023; and

WHEREAS, the Bonney Lake Police Department is seeking to contract with Pierce County Security, Inc. for unarmed private security officers; and

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

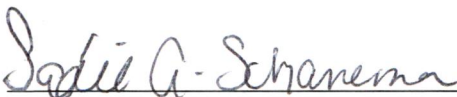
Section 1. The Mayor is hereby authorized to sign the contract with the Pierce County Security, Inc.

PASSED by the City Council this 16th day of April 2024.



Terry Carter, Mayor

AUTHENTICATED:



Sadie A. Schaneman, CMC, City Clerk

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

Department/Staff Contact: PD/Mark Berry	Meeting/Workshop Date: April 16, 2024	Agenda Bill Number: AB24-28
Agenda Item Type: Resolution	Ordinance/Resolution/ Motion Number: R24-28	Sponsor:

Agenda Subject: Allan Yorke Park 2024 Pierce County Security Contract.

Full Title/Motion: A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing The Mayor To Sign A Contract With Pierce County Security, Inc. To Provide Security Officers At Allan Yorke Park In 2024.

Administrative Recommendation: Approve.

Background Summary: The Bonney Lake Police Department is tasked annually with developing and operating a security plan at Allan Yorke Park during the summer season. BLPD historically contracts with Pierce County Security, Inc To Provide Private Security Officers As Part Of The Security Plan.
Attachments: Resolution R24-28

BUDGET INFORMATION				
Budget Amount	Current Balance	Required Expenditure Appx. \$44,000	Budget Balance	Fund Source
				<input type="checkbox"/> General <input type="checkbox"/> Utilities <input type="checkbox"/> Other
Budget Explanation: There are existing funds allocated for Allan Yorke Park security in the 2024 police department budget.				

COMMITTEE, BOARD & COMMISSION REVIEW				
Council Committee Review:	Date: 9 April 2024	<i>Approvals:</i>	Yes	No
		Chair/Councilmember Angela Baldwin	<input type="checkbox"/>	<input type="checkbox"/>
		Councilmember Dan Roach	<input type="checkbox"/>	<input type="checkbox"/>
		Councilmember Kerri Hubler	<input type="checkbox"/>	<input type="checkbox"/>
	Forward to:	Consent Agenda:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Commission/Board Review:				
Hearing Examiner Review:				

COUNCIL ACTION	
Workshop Date(s): 4/16/2024	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

APPROVALS		
Director: <i>Mark Berry</i>	Mayor: <i>Terry Carter</i>	Date Reviewed by City Attorney: (if applicable)



Pierce County Security, Inc.
Pacific Coast Security

2002 99th Street East, Tacoma, WA 98445 253/535-4433 phone, 253/535-0747 facsimile www.pcswa.com

Name: Robert S. McPherson, CPP Date: April 15, 2024 Time: 5:01 PM

Ops:	Sch:
CLIENT NUMBER	
11921	

Site	ACCOUNT:	Bonney Lake , City of - at Alan Yorke Park - Bonney Lake Police Department		
	LOCATION:	7203 W Tapps Highway East, Bonney Lake, WA 98391		
	NAME:	Chief James Keller	OFFICE PHONE:	253 447 3226 FAX
	WEB SITE:		E-MAIL:	kellerj@ci.bonney-lake.wa.us
Corp	CORP. ENTITY:		CORP PHONE:	
	ADDRESS:		CORP FAX:	
Bill	STATEMENT TO:	Bonney Lake Police Department		BILLING PH:
	ADDRESS:	18421 Veterans Memorial Drive East, Bonney Lake, WA 98391		
Misc.	COMMENT:	Scheduled from Memorial Day to Labor Day 2024		TAX ZONE: Bonney Lake
	EMERGENCY CONTACT:			
	STRAIGHT TIME RATE:	\$44.00	OVER TIME RATE:	\$66.00

Unless paid in advance, all charges shall be due and immediately payable upon submission of each invoice including any sales, use or similar taxes and any interest and/or penalties. The time and terms of payment are of the essence. Client agrees to pay all attorney's fees and costs which may be incurred in connection with the collection of any past due amounts.

Pierce County Security, Inc. (PCS) PCS shall not be liable for failure to provide the services covered by this Authorization due to any cause beyond PCS' control, nor for any special, consequential or incidental damages, or loss of profits.

Client acknowledges that PCS is not an insurer. The amounts payable to PCS hereunder are based solely upon the value of the services rendered under this Authorization and are unrelated to the value of the Client's property, or the property of others, located in or about client's premise. Client acknowledges that PCS does not have any specific knowledge of Client's premises or of any personal property or fixtures in Client's premises or the value of any of the aforesaid or of any person or persons that are or may be in or about Client's premises. Each party shall defend, indemnify, and hold harmless the other party and its officers, agents, and employees from all claims arising out of the indemnifying party's performance of its duties under this agreement

If client requires PCS to enroll and/or register with third party Vendor Administrator for the handling of certificates of insurance, federal tax identification, state unemployment, state labor and industries, and/or any other similar type of administrative duty PCS shall pass on directly the cost of such enrollment and/or registration as a line item cost on the next invoice. If such enrollment and/or registration takes an excessive amount of PCS administrative time then that administrative cost will also be passed along.

This Authorization represents the entire agreement between the parties and no other agreements, understandings or representations, whether oral or written, have been made or relied upon by either party. No modifications or changes can be made unless PCS agrees to such in writing.

PCS reserves the right to terminate the services immediately and without prior notice, upon default by Client in the payment of any monies due PCS or upon the bankruptcy or insolvency of Client. PCS may terminate this agreement, without cause, upon 3 days prior written notice to Client.

Client and PCS agree that all contracts, correspondence, addendum, and other written material transmitted by Mail, Fax, e-mail, and/or any other means of commonly accepted communications shall be legally binding upon both parties.

In the event this Agreement is submitted to the Client for the Client's signature, and service is accepted and being provided, this Agreement will, in its entirety, be binding and in full force unless otherwise expressed in writing

Except as provided in this agreement, Client agrees that it will not directly or indirectly hire or employ any PCS employee currently employed by PCS and within one (1) year following the last day on which PCS employed such person nor within one (1) year following the termination of this agreement. PCS is not an employment agency and has expenses in recruiting, training and licensing of its employees. Furthermore a successor security contractor shall not hire or employ any PCS employee to provide services for the Client. Any breach of such provision shall result in a payment by the client to PCS of \$3,000.00 for each employee and \$4,000.00 for each supervisor so employed.

If Client schedules hours on New Year's Day, Independence Day, Thanksgiving, Christmas Day, Memorial Day, President's Day, and/or Labor Day it is understood that they will be charged the time and a half rate. This rate may also be charged on the days before and/or after the holiday based upon PCS's discretion.

The services provided under this Agreement are solely for the benefit of Client and neither this Agreement nor any services rendered hereunder confer any rights on any other party as a third party beneficiary, or otherwise.

Client hereby waives any and all rights of subrogation. Please return signed fax to 253-535-0747.

Client Signature Title Mayor Date 4/18/2024 | 8:22 AM PDT
339AD7C13E9E492...

Printed Name of Signing Client Terry Carter

PCS Authorized Agent Title Contracts Administrator Date Monday, April 15, 2024
Robert S. McPherson, CPP

Faxed on E-Mailed on March 19, 2024 Mailed on Hand Delivered on

Where did you find out about PCS Security Services:

MONTH: May 27th (Just before Memorial Day) to September 2nd (day after Labor Day), 2024.

From 10:00 hrs to 20:00 hrs (10 hour shifts). Two (2) officers, Friday - Sunday

Day/Date	Shift	Name	S/T	O/T	Shift	Name	S/T	O/T	Shift	Name	S/T	O/T

DUTIES & RESPONSIBILITIES: