



**CITY OF BLACK DIAMOND**  
**August 4, 2016 Regular Business Meeting Agenda**  
25510 Lawson St., Black Diamond, Washington

**7:00 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL**

**APPOINTMENTS, ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS:**

**CONSENT AGENDA:**

- 1) Claim Checks** – August 4, 2016 - No. 43760 through No.43799 and EFTs in the amount of \$50,457.94
- 2) Minutes** – Joint Council/Planning Commission meeting of June 7, 2016

**PUBLIC COMMENTS:** Persons wishing to address the City Council regarding items of new business are encouraged to do so at this time. When recognized by the Mayor, please come to the podium and clearly state your name. Please limit your comments to 3 minutes. If you desire a formal agenda placement, please contact the City Clerk at 360-886-5700. Thank you for attending.

**PUBLIC HEARINGS:**

**UNFINISHED BUSINESS:**

- |                                     |                     |
|-------------------------------------|---------------------|
| <b>3) DKS Claim Voucher</b>         | Councilmember Weber |
| <b>4) Yvonne Ward Claim Voucher</b> | Councilmember Weber |

**NEW BUSINESS:**

- |  |                      |
|--|----------------------|
| <b>5) AB16-045</b> – Resolution Regarding Parliamentary Services | Councilmember Morgan |
|--|----------------------|

**DEPARTMENT REPORTS:**

**MAYOR'S REPORT:**

**COUNCIL REPORT:**

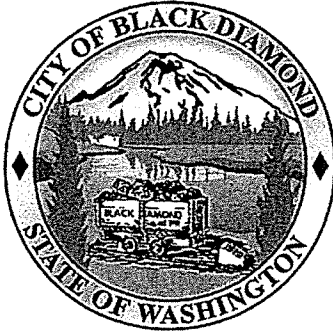
- Councilmember Deady
- Councilmember Morgan
- Councilmember Edelman
- Councilmember Weber
- Councilmember Pepper

**ATTORNEY REPORT:**

**PUBLIC COMMENTS:**

**EXECUTIVE SESSION:**

**ADJOURNMENT:**



### CERTIFICATION

Date: August 4, 2016

Check No.'s/EFT      Batch Name      Check Date      Amount

|             |                                |                        |              |
|-------------|--------------------------------|------------------------|--------------|
| EFT's       | July EFT 3 <sup>rd</sup> Batch | 7/09/2016<br>7/25/2016 | \$ 4,489.92  |
| 43760-43761 | Early Release- July 3rd Batch  | 7/20/2016<br>7/21/2016 | \$ 1,253.45  |
| 43762-43796 | July 3rd Batch                 | 8/5/2016               | \$ 37,137.57 |
| 43797-43799 | August 1st Batch               | 8/5/2016               | \$ 7,577.00  |
|             |                                | TOTAL                  | \$ 50,457.94 |

I, THE UNDERSIGNED DO HEREBY CERTIFY UNDER THE PENALTY OF PERJURY, THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED AND OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF BLACK DIAMOND, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

*Maya Miller*

MAY MILLER, FINANCE DIRECTOR / CAROL BENSON, MAYOR

*7-27-2016*

DATE

DATE

COUNCILMEMBERS

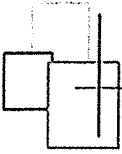
DATE

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# Register

Fiscal: 2016

Deposit Period: 2016 - August, 2016 - July

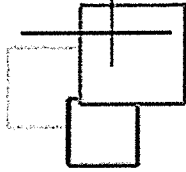
Check Period: 2016 - August - August 1st Council, 2016 - July - July EFT 3rd Council, 2016 - July - July 3rd Council, 2016 - July - Early Release July 3rd Council

## Columbia Bank

### Check

|                                      |   |           |                    |
|--------------------------------------|---|-----------|--------------------|
| <u>43760</u>                         | City of Black Diamond                   | 7/20/2016 | \$503.45           |
| <u>43761</u>                         | Adam Running                            | 7/21/2016 | \$750.00           |
| <u>43762</u>                         | ADT Security Services (PA)              | 8/5/2016  | \$138.32           |
| <u>43763</u>                         | Alpine Products Inc.                    | 8/5/2016  | \$1,388.82         |
| <u>43764</u>                         | AWC                                     | 8/5/2016  | \$200.00           |
| <u>43765</u>                         | BHC Consultants, LLC                    | 8/5/2016  | \$1,062.43         |
| <u>43766</u>                         | Black Diamond Auto Parts                | 8/5/2016  | \$35.69            |
| <u>43767</u>                         | C R Homes                               | 8/5/2016  | \$1,000.00         |
| <u>43768</u>                         | Cadman, Inc.                            | 8/5/2016  | \$104.89           |
| <u>43769</u>                         | CenturyLink (AZ)                        | 8/5/2016  | \$2.57             |
| <u>43770</u>                         | CenturyLink (WA)                        | 8/5/2016  | \$174.08           |
| <u>43771</u>                         | Comcast (34227)                         | 8/5/2016  | \$95.00            |
| <u>43772</u>                         | Comcast (34744)                         | 8/5/2016  | \$217.66           |
| <u>43773</u>                         | Cutters Supply Inc.                     | 8/5/2016  | \$26.07            |
| <u>43774</u>                         | Grainger, Inc                           | 8/5/2016  | \$94.28            |
| <u>43775</u>                         | Honey Bucket/Northwest Cascade Inc.     | 8/5/2016  | \$87.00            |
| <u>43776</u>                         | Johnsons Home & Garden                  | 8/5/2016  | \$309.11           |
| <u>43777</u>                         | Kenyon Disend, PLLC                     | 8/5/2016  | \$8,974.54         |
| <u>43778</u>                         | Kimberly Roy                            | 8/5/2016  | \$403.45           |
| <u>43779</u>                         | KING COUNTY FINANCE                     | 8/5/2016  | \$716.51           |
| <u>43780</u>                         | Les Schwab Tire Ctr - MV                | 8/5/2016  | \$331.67           |
| <u>43781</u>                         | Office Products Nationwide              | 8/5/2016  | \$178.89           |
| <u>43782</u>                         | Orkin Commercial Services               | 8/5/2016  | \$117.55           |
| <u>43783</u>                         | Parametrix, Inc.                        | 8/5/2016  | \$10,372.76        |
| <u>43784</u>                         | Petty Cash Custodian                    | 8/5/2016  | \$51.57            |
| <u>43785</u>                         | Regional Animal Services of King County | 8/5/2016  | \$60.00            |
| <u>43786</u>                         | RH2 Engineering Inc.                    | 8/5/2016  | \$3,018.12         |
| <u>43787</u>                         | Ron & Leo's Welding Service             | 8/5/2016  | \$54.65            |
| <u>43788</u>                         | Russell Cahill                          | 8/5/2016  | \$2,202.46         |
| <u>43789</u>                         | Safe Security                           | 8/5/2016  | \$99.96            |
| <u>43790</u>                         | Sensus Metering Systems                 | 8/5/2016  | \$1,809.26         |
| <u>43791</u>                         | State Auditor Office                    | 8/5/2016  | \$93.10            |
| <u>43792</u>                         | Summit Law Group                        | 8/5/2016  | \$1,423.50         |
| <u>43793</u>                         | Utilities Underground                   | 8/5/2016  | \$35.42            |
| <u>43794</u>                         | Valley Fireworks, LLC                   | 8/5/2016  | \$750.00           |
| <u>43795</u>                         | Verizon Wireless                        | 8/5/2016  | \$1,104.24         |
| <u>43796</u>                         | Water Management Laboratories, Inc.     | 8/5/2016  | \$404.00           |
| <u>43797</u>                         | Kara Murphy Richards                    | 8/5/2016  | \$2,000.00         |
| <u>43798</u>                         | Melanie Thomas Dane                     | 8/5/2016  | \$2,000.00         |
| <u>43799</u>                         | Sorci Family LLC                        | 8/5/2016  | \$3,577.00         |
| <u>EFT Payment 7/22/2016 2:59:16</u> | U.S. Postal Service (CMRS-FP)           | 7/9/2016  | \$200.00           |
| <u>EFT Payment 7/25/20161</u>        | Washington State Department of Revenue  | 7/25/2016 | \$4,289.92         |
| <b>Total</b>                         |   |           | <b>\$50,457.94</b> |

# Voucher Directory



| Vendor Number | Reference | Account Number | Description | Amount |
|---------------|-----------|----------------|-------------|--------|
|---------------|-----------|----------------|-------------|--------|

## U.S. Postal Service (CMRS-FP)

EFT Payment 7/22/2016 2:59:16 PM - 1  
070916 USPS CMRS-FP

2016 - July - July EFT 3rd Council

### Postage Meter

001-000-180-518-90-42-00

Postage

\$200.00  
\$200.00  
\$200.00  
\$200.00

Total 070916 USPS CMRS-FP

Total EFT Payment 7/22/2016 2:59:16 PM - 1

Total U.S. Postal Service (CMRS-FP)

Washington State Department of Revenue

EFT Payment 7/25/2016 1

063016 DOR

2016 - July - July EFT 3rd Council

### Early Release-June Excise Tax

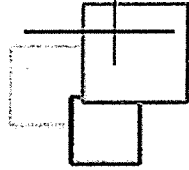
001-000-210-521-10-31-00  
001-000-210-521-10-31-04  
001-000-210-521-10-31-04  
001-000-216-521-30-31-00  
001-000-216-521-30-31-00  
001-000-270-576-80-48-03  
001-000-270-576-80-48-03  
001-000-280-536-20-48-03  
001-000-280-536-20-48-03  
001-000-280-536-20-54-00  
101-000-000-543-33-48-03  
101-000-000-543-33-48-03  
401-000-000-534-80-44-01  
401-000-000-534-80-44-01  
401-000-000-534-80-48-03  
401-000-000-534-80-48-03  
407-000-000-535-80-44-01  
407-000-000-535-80-44-01  
407-000-000-535-80-48-04  
407-000-000-535-80-48-04  
410-000-000-531-10-44-01  
410-000-000-531-10-48-04

Operating Supplies  
Uniforms  
DARE Supplies  
DARE Supplies  
Vehicle Mtc. & Repair  
Vehicle Mtc. & Repair  
Vehicle Maintenance & Repair  
Vehicle Maintenance & Repair  
Cemetery Sales Excise Tax  
Street Share-Vehicle & Eq Mtc Costs  
Street Share-Vehicle & Eq Mtc Costs  
State of WA Utility Excise Tax  
State of WA Utility Excise Tax  
Vehicle Maintenance  
Vehicle Maintenance  
State of WA Excise Tax  
State of WA Excise Tax  
Vehicle Maintenance  
Vehicle Maintenance  
WA St Excise Taxes  
Vehicle Maintenance & Repair

\$21.07  
\$8.82  
\$11.11  
\$29.40  
\$33.44  
\$0.35  
\$0.37  
\$0.18  
\$0.19  
\$26.25  
\$2.12  
\$1.87  
\$2,966.24  
\$29.27  
\$2.31  
\$2.04  
\$4.32  
\$719.24  
\$2.31  
\$2.04  
\$422.63  
\$2.31

| Vendor                                       | Number | Reference | Account Number | Description | Amount                       |
|--|--------|-----------|----------------|-------------|------------------------------|
| Total 063016 DOR                             |        |           |                |             | \$2.04                       |
| Total EFT Payment 7/25/20161                 |        |           |                |             | \$4,289.92                   |
| Total Washington State Department of Revenue |        |           |                |             | \$4,289.92                   |
| Grand Total                                  |        |           |                |             | \$4,289.92                   |
| Vendor Count                                 |        |           |                |             | 2                            |
| 410-000-000-531-10-48-04                     |        |           |                |             | Vehicle Maintenance & Repair |

# Voucher Directory



| Vendor                      | Number | Reference                        | Account Number                               | Description  | Amount     |
|-----------------------------|--------|----------------------------------|--|--|------------|
| Adam Running                | 43761  | FIR16-004                        | 2016 - July - Early Release July 3rd Council |  |            |
|                             |        |                                  | Early Release                                |  |            |
|                             |        |                                  | 001-000-240-345-89-99-22                     | Fire Works Bonds   | \$750.00   |
|                             |        |                                  |  | Fireworks Stand Deposit Refund   |            |
|                             |        | Total FIR16-004                  |  |  | \$750.00   |
| Total Adam Running          | 43761  |                                  |  |  |            |
| City of Black Diamond       | 43760  | 2926.0/2926.1 KC Utilities       | 2016 - July - Early Release July 3rd Council |  |            |
|                             |        |                                  | Early Release                                |  |            |
|                             |        |                                  | 001-000-000-311-10-00-00                     | General Property Taxes   | \$252.28   |
|                             |        |                                  |  | July ACH from KC-Money Received Via ACH Receipted Under Property Tax, Belongs to Utilities |            |
|                             |        |                                  | 001-000-000-311-10-00-00                     | General Property Taxes   | \$251.17   |
|                             |        |                                  |  | June ACH from KC-Money Received Via ACH Receipted Under Property Tax, Belongs to Utilities |            |
|                             |        | Total 2926.0/2926.1 KC Utilities |  |  | \$503.45   |
| Total 43761                 |        |                                  |  |  | \$503.45   |
| Total City of Black Diamond |        |                                  |  |  | \$503.45   |
| Grand Total                 |        |                                  |  |  | \$1,253.45 |
|                             |        | Vendor Count                     | 2  |  |            |





**Black Diamond Auto Parts**  
43766

|             |   |   |         |
|-------------|---|---|---------|
| 412594      |   | 2016 - July - July 3rd Council                    |         |
| Total 43766 | Total Black Diamond Auto Parts<br>C R Homes | June Purchase                                     |         |
|             |   | 001-000-270-576-80-31-03 Operating Supplies       | \$1.43  |
|             |   | Utilities Operating Supplies                      |         |
|             |   | 001-000-280-536-20-31-00 Cemetery Office Supplies | \$0.70  |
|             |   | Utilities Operating Supplies                      |         |
|             |   | 101-000-000-542-90-31-01 Operating Supplies       | \$7.85  |
|             |   | Utilities Operating Supplies                      |         |
|             |   | 401-000-000-534-80-31-01 Operating Supplies       | \$8.57  |
|             |   | Utilities Operating Supplies                      |         |
|             |   | 407-000-000-535-80-31-01 Operating Supplies       | \$8.57  |
| Total 43767 | Total 412594                                | Utilities Operating Supplies                      |         |
|             |   | 410-000-000-531-10-31-00 Office Supplies          | \$8.57  |
|             |   | Utilities Operating Supplies                      |         |
|             |   |   |         |
|             |   |   | \$35.69 |
|             |   |   | \$35.69 |
|             |   |   | \$35.69 |
|             |   |   |         |
|             |   |   |         |
|             |   |   |         |

|             |                                 |                                       |            |
|-------------|---------------------------------|---------------------------------------|------------|
| 43767       |                                 | 2016 - July - July 3rd Council        |            |
| Total 43767 | Total C R Homes<br>Cadman, Inc. | BLD16-0006                            |            |
|             |                                 | Demo Deposit Refund                   |            |
|             |                                 | 001-000-240-345-89-99-10 Demo-Deposit | \$1,000.00 |
|             |                                 | Total BLD16-0006                      | \$1,000.00 |

|             |  |   |          |
|-------------|--|---|----------|
| 43768       |  | 2016 - July - July 3rd Council              |          |
| Total 43768 | Total Cadman, Inc.<br>CenturyLink (AZ) | 5400312                                     |          |
|             |  | 401-000-000-534-80-31-01 Operating Supplies | \$104.89 |
|             |  | Water-5/8" Minus Rock                       |          |
|             |  | Total 5400312                               | \$104.89 |

|             |                        |   |        |
|-------------|------------------------|---|--------|
| 43769       |                        | 2016 - July - July 3rd Council                    |        |
| Total 43769 | Total CenturyLink (AZ) | 1381224007  |        |
|             |                        | July Service                                      |        |
|             |                        | 001-000-254-518-20-42-00 Facilities-Communication | \$2.57 |
|             |                        | Total 1381224007                                  | \$2.57 |

## CenturyLink (WA)

43770

2016 - July - July 3rd Council

2535311012182B 71316

July 13 to August 13, 2016 Service

001-000-214-521-20-42-00 Police Telephone/DSL/Air Cards

Police Main Line 253-631-1012 182B

\$174.08

Total 2535311012182B 71316

Total 43770

Total CenturyLink (WA)

Comcast (34227)

\$174.08

\$174.08

\$174.08

43771

2016 - July - July 3rd Council

8498 34 014 0106156 72516

July 25 to August 24, 2016 Service

001-000-214-521-20-42-00 Police Telephone/DSL/Air Cards

\$95.00

Total 8498 34 014 0106156 72516

Total 43771

Total Comcast (34227)

Comcast (34744)

\$95.00

\$95.00

\$95.00

43772

2016 - July - July 3rd Council

8498 34 014 0122286 71916

July 22 to August 21, 2016

001-000-214-521-20-42-00 Police Telephone/DSL/Air Cards

\$217.66

Total 8498 34 014 0122286 71916

Total 43772

Total Comcast (34744)

Cutters Supply Inc.

43773

2016 - July - July 3rd Council

96409

June Purchase

410-000-000-531-10-31-00

Office Supplies

Covers

\$26.07

Total 96409

Total 43773

Total Cutters Supply Inc.

Grainger, Inc

43774

2016 - July - July 3rd Council

817303290

June Purchase

401-000-000-534-80-48-02

Water System Rep &amp; Mtc-Ext/Int

\$94.28

[illegible]

|   |                                |  |            |
|---|--------------------------------|--|------------|
| Total 406761<br>406940  | 407-000-000-535-80-48-04       | Vehicle Maintenance  | \$9.73     |
|   | PW Maint Veicle Supplies       |  |            |
|   | 410-000-000-531-10-48-04       | Vehicle Maintenance & Repair                               | \$9.73     |
|   | PW Maint Veicle Supplies       |  | \$40.53    |
| Total 406940<br>406978  | July Purchase                  |  |            |
|   | 401-000-000-534-80-31-01       | Operating Supplies   | \$32.54    |
|   | Water Funds Supplies           |  | \$32.54    |
| Total 406978<br>407004  | July Purchase                  |  |            |
|   | 310-000-002-594-18-62-00       | Council Chamber & Police & Court Bldg<br>Chambers Supplies | \$27.96    |
| Total 407004<br>407079  | July Purchase                  |  |            |
|   | 310-000-002-594-18-62-00       | Council Chamber & Police & Court Bldg<br>Chamber Supplies  | \$6.51     |
|   | July Purchase                  |  | \$6.51     |
| Total 43776<br>Total Johnsons Home & Garden<br>Kenyon Disend, PLLC<br>43777 | 001-000-270-576-80-48-03       | Vehicle Mtc. & Repair                                      | \$2.60     |
|   | PW Maint Vehicle Supplies      |  |            |
|   | 001-000-280-536-20-48-03       | Vehicle Maintenance & Repair                               | \$1.31     |
|   | PW Maint Vehicle Supplies      |  |            |
|   | 101-000-000-543-33-48-03       | Street Share- Vehicle & Eq Mtc Costs                       | \$14.31    |
|   | PW Maint Vehicle Supplies      |  |            |
|   | 401-000-000-534-80-48-03       | Vehicle Maintenance  | \$15.61    |
|   | PW Maint Vehicle Supplies      |  |            |
|   | 407-000-000-535-80-48-04       | Vehicle Maintenance  | \$15.61    |
|   | PW Maint Vehicle Supplies      |  |            |
| Total 407079<br>182841  | 410-000-000-531-10-48-04       | Vehicle Maintenance & Repair                               | \$15.61    |
|   | PW Maint Vehicle Supplies      |  | \$65.05    |
|   |                                |  | \$309.11   |
|   |                                |  | \$309.11   |
| June Services   | 2016 - July - July 3rd Council |  |            |
|   | 001-000-150-515-30-41-01       | Legal Services-General Govt                                | \$3,348.92 |
|   | 001-000-150-515-30-41-17       | Legal Costs-Public Disclosure                              | \$1,532.50 |
|   | 101-000-000-543-30-41-05       | Legal Costs  | \$744.20   |

|   |             |       |                   |                                      |                              |            |
|---|-------------|-------|-------------------|--------------------------------------|------------------------------|------------|
| Total Kenyon Disend, PLLC<br>Kimberly Roy             | Total 43777 | 43778 | Total 182841      | 401-000-000-534-80-41-04             | Legal Svcs                   | \$1,116.30 |
|   |             |       |                   | 407-000-000-535-80-41-09             | Legal Costs                  | \$1,116.31 |
|   |             |       |                   | 410-000-000-531-10-41-01             | Legal Costs                  | \$1,116.31 |
|   |             |       |                   |                                      |                              | \$8,974.54 |
|   |             |       |                   |                                      |                              | \$8,974.54 |
|   |             |       |                   |                                      |                              | \$8,974.54 |
| Total Kimberly Roy<br>KING COUNTY FINANCE             | Total 43778 | 43779 | 072216 KR         | 2016 - July - July 3rd Council       |                              |            |
|   |             |       |                   | Homesale -Utility Overpayment Refund |                              |            |
|   |             |       |                   | 410-000-000-343-83-00-00             | Stormwater Charges           | \$403.45   |
|   |             |       |                   | Act 2976.0                           |                              |            |
|   |             |       | Total 072216 KR   |                                      |                              | \$403.45   |
| Total KING COUNTY FINANCE<br>Les Schwab Tire Ctr - MV | Total 43779 | 43780 | 2073528           | 2016 - July - July 3rd Council       |                              |            |
|   |             |       |                   | KC Lien Release                      |                              |            |
|   |             |       |                   | 410-000-000-531-10-49-50             | Merchant Card,CC, Lien Fees  | \$68.00    |
|   |             |       |                   |                                      |                              | \$68.00    |
|   |             |       | Total 2073528     |                                      |                              |            |
|   |             |       | 72892             |                                      |                              |            |
| Total Les Schwab Tire Ctr - MV                        | Total 43780 | 43780 | Total 72892       | Correction of KC Invoice 72831       |                              |            |
|   |             |       |                   | 101-000-000-542-64-48-01             | Traffic Signal Maintenance   | \$309.94   |
|   |             |       |                   | Streets                              |                              |            |
|   |             |       |                   |                                      |                              | \$309.94   |
|   |             |       | 77623             |                                      |                              |            |
| Total KING COUNTY FINANCE<br>Les Schwab Tire Ctr - MV | Total 43779 | 43780 | Total 77623       | June                                 |                              |            |
|   |             |       |                   | 101-000-000-542-64-48-01             | Traffic Signal Maintenance   | \$338.57   |
|   |             |       |                   | Streets Maint                        |                              |            |
|   |             |       |                   |                                      |                              | \$338.57   |
|   |             |       | 39800206020       |                                      |                              | \$716.51   |
|   |             |       |                   |                                      |                              | \$716.51   |
| Total Les Schwab Tire Ctr - MV                        | Total 43780 | 43780 | Total 39800206020 | 2016 - July - July 3rd Council       |                              |            |
|   |             |       |                   | July Service                         |                              |            |
|   |             |       |                   | 001-000-246-558-70-48-00             | Vehicle Repair & Maintenance | \$331.67   |
|   |             |       |                   | MDRT-Tires, Mounting, Balance        |                              | \$331.67   |
|   |             |       |                   |                                      |                              | \$331.67   |
|   |             |       |                   |                                      |                              | \$331.67   |

|                                  |                                    |                                  |
|----------------------------------|------------------------------------|----------------------------------|
| 839409-0                         | 2016 - July - July 3rd Council     |                                  |
|                                  | Not Previous Paid                  |                                  |
|                                  | 001-000-180-518-90-31-99           | Office Supplies CD Bldg Clearing |
|                                  | CD Supplies                        | \$55.11                          |
| Total 839409-0                   |                                    |                                  |
| 854514-0                         | July Purchase                      | \$55.11                          |
|                                  | 001-000-120-512-50-31-00           | Operating Supplies               |
|                                  | Court Office Supplies              | \$123.78                         |
| Total 854514-0                   |                                    |                                  |
| Total 43781                      |                                    | \$123.78                         |
| Total Office Products Nationwide |                                    | \$178.89                         |
| Orkin Commercial Services        |                                    | \$178.89                         |
| 43782                            | 2016 - July - July 3rd Council     |                                  |
| 11153954                         | July Service                       |                                  |
|                                  | 001-000-248-518-20-49-01           | MDRT Bldg Custodial Costs        |
|                                  | 001-000-254-518-20-49-01           | Facilities Building Custodial    |
| Total 11153954                   |                                    | \$30.56                          |
| Total 43782                      |                                    | \$86.99                          |
| Total Orkin Commercial Services  |                                    | \$117.55                         |
| Parametrix, Inc.                 |                                    | \$117.55                         |
| 43783                            | 2016 - July - July 3rd Council     | \$117.55                         |
| 01-77327                         | April 3 to July 2, 2016 Services   |                                  |
|                                  | 320-000-020-595-10-63-00           | Roberts Dr Rehab-Eng.            |
|                                  | Professional Services              | \$10,372.76                      |
| Total 01-77327                   |                                    |                                  |
| Total 43783                      |                                    | \$10,372.76                      |
| Total Parametrix, Inc.           |                                    | \$10,372.76                      |
| Petty Cash Custodian             |                                    | \$10,372.76                      |
| 43784                            | 2016 - July - July 3rd Council     |                                  |
| 072216 PC                        | Petty Cash Replenishment           |                                  |
|                                  | 001-000-140-514-23-43-00           | Lodging, Meals & Mileage         |
|                                  | Gas/Mileage for Training           | \$26.46                          |
|                                  | 001-000-180-518-50-41-04           | Miscellaneous Costs              |
|                                  | Water Bottles for Tri City Meeting | \$6.67                           |
|                                  | 001-000-246-558-70-31-00           | Office Supplies                  |
|                                  | MDRT-Batteries                     | \$16.28                          |
|                                  | 001-000-270-575-51-31-00           | Gym -Operating Supplies          |
|                                  |                                    | \$2.16                           |

| Gym Key                                       |                  |  |            |
|---|------------------|--|------------|
| Total 43784                                   | Total 0722216 PC |  |            |
| Total Petty Cash Custodian                    |                  |  | \$51.57    |
| Regional Animal Services of King County       |                  |  | \$51.57    |
| 43785   |                  |  | \$51.57    |
|   | 72216 RA         | 2016 - July - July 3rd Council                               |            |
|   |                  | July Pet License   |            |
|   |                  | 633-000-000-589-00-00-01                                     | \$60.00    |
|   | Total 72216 RA   | King County Animal License                                   | \$60.00    |
| Total 43785                                   |                  |  | \$60.00    |
| Total Regional Animal Services of King County |                  |  | \$60.00    |
| RH2 Engineering Inc.                          |                  |  | \$60.00    |
| 43786   | 65416            | 2016 - July - July 3rd Council                               |            |
|   |                  | June Services  |            |
|   |                  | 402-000-003-594-34-63-06                                     | \$213.97   |
|   |                  | Springs/Task 3   |            |
|   |                  | Chlorination Upgrades Project                                | \$213.97   |
|   | Total 65416      |  |            |
|   | 65576            |  |            |
|   |                  | June Services  |            |
|   |                  | 404-000-011-534-80-41-00                                     | \$2,804.15 |
|   |                  | Water Comp Plan  |            |
|   |                  | Project 1115074  | \$2,804.15 |
|   | Total 65576      |  | \$3,018.12 |
| Total 43786                                   |                  |  | \$3,018.12 |
| Total RH2 Engineering Inc.                    |                  |  |            |
| Ron & Leo's Welding Service                   |                  |  |            |
| 43787   | 201079           | 2016 - July - July 3rd Council                               |            |
|   |                  | 320-000-002-595-64-63-04                                     | \$54.65    |
|   |                  | Street Signs   |            |
|   |                  | Capital Projects-Welding Fabrication of 3x3x180 Square Posts | \$54.65    |
|   | Total 201079     |  | \$54.65    |
| Total 43787                                   |                  |  | \$54.65    |
| Total Ron & Leo's Welding Service             |                  |  | \$54.65    |

Russell Cahill

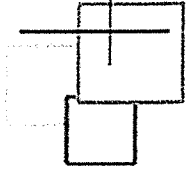
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| 43788                         | 072216 RC        | 2016 - July - July 3rd Council                   |                                       |
|                               |                  | Homesale-Utility Overpayment Refund              |                                       |
|                               |                  | 410-000-000-343-83-00-00                         | Stormwater Charges                    |
|                               |                  | Act 2845.1                                       | \$14.96                               |
|                               | Total 072216 RC  |  |                                       |
|                               | BLD16-0038       |  | \$14.96                               |
|                               |                  | Refund of Plan Check Fee                         |                                       |
|                               |                  | 001-000-240-345-83-00-00                         | Plan Check Review Fees                |
|                               |                  | Used Private Company for Review                  | \$2,187.50                            |
|                               | Total BLD16-0038 |  |                                       |
|                               |                  |  | \$2,187.50                            |
| Total 43788                   |                  |  | \$2,202.46                            |
| Total Russell Cahill          |                  |  | \$2,202.46                            |
| 43789                         | 15528559         | 2016 - July - July 3rd Council                   |                                       |
|                               |                  | June and July Services                           |                                       |
|                               |                  | 101-000-000-544-90-48-01                         | PW Clearing-shared Shop Cost          |
|                               | Total 15528559   |  | \$99.96                               |
|                               |                  |  | \$99.96                               |
| Total 43789                   |                  |  | \$99.96                               |
| Total Safe Security           |                  |  | \$99.96                               |
| Sensus Metering Systems       |                  |  |                                       |
| 43790                         | 402344           | 2016 - July - July 3rd Council                   |                                       |
|                               |                  | Annual Software Renewal for Water Meter Readings |                                       |
|                               |                  | 401-000-000-534-80-41-09                         | Sensus Software Support & Maintenance |
|                               |                  | Coverage from August 4, 2016 to August 3, 2017   | \$1,809.26                            |
|                               | Total 402344     |  |                                       |
|                               |                  |  | \$1,809.26                            |
| Total 43790                   |                  |  | \$1,809.26                            |
| Total Sensus Metering Systems |                  |  | \$1,809.26                            |
| State Auditor Office          |                  |  |                                       |
| 43791                         | L11506           | 2016 - July - July 3rd Council                   |                                       |
|                               |                  | June Services                                    |                                       |
|                               |                  | 001-000-152-514-10-41-00                         | Accountability Audit                  |
|                               | Total L11506     |  | \$93.10                               |
|                               |                  |  | \$93.10                               |
| Total 43791                   |                  |  | \$93.10                               |
| Total State Auditor Office    |                  |  | \$93.10                               |



|                                |                  |                                    |                                |
|--------------------------------|------------------|------------------------------------|--------------------------------|
| Summit Law Group<br>43792      | 79826            | 2016 - July - July 3rd Council     |                                |
|                                |                  | July Services                      |                                |
|                                |                  | 001-000-150-515-30-41-08           | Legal Svcs-Union Contracts     |
|                                | Total 79826      |                                    | \$1,423.50                     |
| Total 43792                    |                  |                                    | \$1,423.50                     |
| Total Summit Law Group         |                  |                                    | \$1,423.50                     |
| Utilities Underground<br>43793 | 6060107          | 2016 - July - July 3rd Council     |                                |
|                                |                  | June Services                      |                                |
|                                |                  | 401-000-000-534-80-41-08           | Locating Service               |
|                                | Total 6060107    |                                    | \$35.42                        |
| Total 43793                    |                  |                                    | \$35.42                        |
| Total Utilities Underground    |                  |                                    | \$35.42                        |
| Valley Fireworks, LLC<br>43794 | FIR16-0005       | 2016 - July - July 3rd Council     |                                |
|                                |                  | Fireworks Bond Release             |                                |
|                                |                  | 001-000-240-345-89-99-22           | Fire Works Bonds               |
|                                |                  | FIR16-0005                         |                                |
|                                | Total FIR16-0005 |                                    | \$750.00                       |
| Total 43794                    |                  |                                    | \$750.00                       |
| Total Valley Fireworks, LLC    |                  |                                    | \$750.00                       |
| Verizon Wireless<br>43795      | 9768474188       | 2016 - July - July 3rd Council     |                                |
|                                |                  | July 11 to August 10, 2016 Service |                                |
|                                |                  | 001-000-181-518-30-42-00           | Telephone                      |
|                                |                  | Extra Phone/Credits                |                                |
|                                |                  | 001-000-214-521-20-42-00           | Police Telephone/DSL/Air Cards |
|                                |                  | Police                             |                                |
|                                |                  | 001-000-214-521-20-42-00           | Police Telephone/DSL/Air Cards |
|                                |                  | Police-Equipment Incentive Credit  |                                |
|                                |                  | 001-000-240-558-51-42-00           | Telephone                      |
|                                |                  | Community Development              |                                |
|                                |                  | 001-000-246-558-70-42-01           | Telephones                     |
|                                |                  | MDRT (Funding)                     |                                |
|                                |                  | 001-000-254-518-20-42-00           | Facilities-Communication       |
|                                |                  | City Clerk (Funding)               |                                |
|                                |                  | 001-000-270-576-80-42-00           | Telephone/DSL/Radios           |
|                                |                  | PW/Facilities                      |                                |
|                                |                  |                                    | \$68.46                        |
|                                |                  |                                    | \$585.23                       |
|                                |                  |                                    | (\$150.00)                     |
|                                |                  |                                    | \$58.47                        |
|                                |                  |                                    | \$116.94                       |
|                                |                  |                                    | \$58.47                        |
|                                |                  |                                    | \$14.67                        |

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|--|-------------|------------------|--------------------------|---------------|-------------------------|---------|
| Total Verizon Wireless<br>Water Management Laboratories, Inc.<br>43796 | Total 43795 | Total 9768474188 | 001-000-280-536-20-42-00 | PW/Facilities | Telephone, DSL & Radios | \$7.33  |
|  |             |                  | 101-000-000-542-90-42-01 | PW/Facilities | Telephone/DSL/Radios    | \$80.67 |
|  |             |                  | 401-000-000-534-80-42-00 | PW/Facilities | Telephone/DSL/Radios    | \$88.00 |
|  |             |                  | 407-000-000-535-80-42-00 | PW/Facilities | Telephone/DSL/Radios    | \$88.00 |
|  |             |                  | 410-000-000-531-10-42-00 | PW/Facilities | Telephone/DSL/Radios    | \$88.00 |
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# Voucher Directory



Voucher Number: 43797      Voucher Date: 7/26/2016      Voucher Amount: \$7,577.00

Kara Murphy Richards  
43797

| 72516 KMR                | 2016 - August - August 1st Council |            |
|--------------------------|------------------------------------|------------|
| August Services          |                                    |            |
| 001-000-151-515-30-41-04 | Court Legal-Pros Attorney          | \$2,000.00 |
| Total 72516 KMR          |                                    | \$2,000.00 |

Total 43797  
Total Kara Murphy Richards  
Melanie Thomas Dane  
43798

| 072516 MTD               | 2016 - August - August 1st Council |            |
|--------------------------|------------------------------------|------------|
| August Services          |                                    |            |
| 001-000-120-512-50-41-00 | Court Judge                        | \$2,000.00 |
| Total 072516 MTD         |                                    | \$2,000.00 |

Total 43798  
Total Melanie Thomas Dane  
Sorci Family LLC  
43799

| 072516 SFLLC             | 2016 - August - August 1st Council |            |
|--------------------------|------------------------------------|------------|
| August Rent              |                                    |            |
| 001-000-248-518-20-45-02 | MDRT Property Rental Cost          | \$618.00   |
| 001-000-254-518-20-45-02 | Facilities-Prop Rental             | \$927.00   |
| 001-000-254-518-20-45-05 | Facilities City Hall Bldg Rental   | \$2,032.00 |
| Total 072516 SFLLC       |                                    | \$3,577.00 |
| Vendor Count             | 3                                  | \$3,577.00 |
|                          |                                    | \$7,577.00 |

Total 43799  
Total Sorci Family LLC  
Grand Total

**BLACK DIAMOND SPECIAL JOINT  
CITY COUNCIL/PLANNING COMMISSION MEETING MINUTES  
June 7, 2016**

**CALL TO ORDER, FLAG SALUTE:**

Mayor Benson called the special joint meeting of the Council and Planning Commission to order at 6:16 p.m. and led us all in the Flag Salute.

**ROLL CALL:**

**PRESENT:** Councilmembers Deady, Edelman, Morgan, Weber and Pepper.  
Planning Commissioners LaConte, Ambur, Senecal, Ammons, and Ekberg. (Commissioner Ambur was not present during roll call and entered the meeting at 6:27 p.m.)

**ABSENT:** Commissioner McCain

Staff present: Barbara Kincaid, Community Development Director and Brenda L. Martinez, City Clerk.

**WORK SESSION:**

**City's Comprehensive Plan Update – Land Use Element**

Community Development Director Kincaid reported tonight's meeting is to go through the Land Use Element of the Comprehensive Plan. She noted this is a paired down version as some text is being moved to appendices. She also noted the old document has a section that contains existing conditions; those will now be in an appendix.

**5.1 Introduction**

Community Director Kincaid explained the introduction is saying why we have a land use element and that the City is trying to ensure quality of life, determining the patterns and locations of land uses, reduce the environmental impacts of future development and redevelopment, and connect land use with public health.

There was discussion on using shall over should and the consideration of using will rather than shall.

Commissioner Senecal asked about treasured space and where those are defined. Ms. Kincaid stated there is chapter in Black Diamond Municipal Code that discusses how to designate treasured place. She also noted adding language to the appendix on treasured places along with any land that has this designation.

Councilmember Morgan commented the old character of Black Diamond was considered a village character as it has a core with building out around the core and would like to see language that would resolve this issue. Ms. Kincaid noted in the adopted plan there was an attempt to speak to the village character.

## **5.2 Overall Development – (Note: numbering in this section of off and needs to updated)**

**Goal** Establish a pattern of development that maintains and enhances a safe and healthy quality of life within the community. **Consensus is ok as written.**

**Policy LU-1:** Provide adequate land balance a diversity of places to live, shop, work, and recreate. **Consensus to add “with” after “balance”.**

**Policy LU-2:** Create an open space system that frames and separates distinct areas of development within City limits and potential annexation areas (PAAs). **Consensus to delete “frames and separates” and replace with “connects”**

**Policy LU-3:** Explore new and existing funding sources to provide public services, amenities and infrastructure. **Consensus is ok as written.**

**Policy LU-5:** Promote the health and well-being of Black Diamond residents by incorporating the importance of recreational facilities and opportunities for physical activity into development proposals. **Change number to 4 and consensus is ok as written.**

**Policy LU-9:** Explore regulatory and financial incentives to encourage and support development that meets higher performing energy and environmental standards. **Change to 5 and consensus to change to read “that meets higher efficiencies and environmental standards”.**

**Policy LU-10:** New developments should be designed to incorporate features to encourage alternative travel modes, such as biking, walking, and transit. **Change number to 6 and consensus is ok as written.**

## **5.3 Urban Growth Area and Potential Annexation Area (PAA)**

**Goal** Encourage urban growth in areas that can be serviced by adequate public facilities and services and protect natural resources and environmentally sensitive lands. **Consensus – ok as written.**

**Policy LU-11:** Monitor growth in conjunction with adopted King County population projections and cooperative planning with the county to anticipate future urban growth area needs. **Consensus – ok as written.**

**Policy LU-12:** Give priority to infill development within the city limits and existing urbanized unincorporated areas. **Consensus – ok as written.**

**Policy LU-13:** Urban development within a Potential Annexation Area should not occur without annexation; unless there is an interlocal agreement with King County defining land use, zoning, annexation phasing, urban services, street and other design standards and impact mitigation requirements. **Consensus – ok as written.**

**Policy LU-14:** Consider only annexations that are within the PAA. Annexations should be phased to coincide with the ability of the City, public services districts and utility providers serving the area to provide a full range of urban services to areas to be annexed. **Consensus to have “shall” instead of “should”.**

**Policy LU-15:** Approval of the annexation of the Lake 12 Area should include permanent public access to the lake. **Consensus to have “shall remain” instead of “should include”.**

**Policy LU-16:** Prior to annexing the Lake 12 Area, a traffic study should be completed to determine the appropriate city road standards that apply to the Green River Gorge Road upon annexation. **Consensus to change “should” to “shall and strike “the Green River Gorge Road” and replace with “all public roads around the area”.**

#### **5.4 Community Design and Character Concept**

Councilmember Deady stated she would like to see “shall” instead of “will” in the last sentence of paragraph two in this section.

There was consensus on the first paragraph change in this section. The proposed changes read as follows (new language underlined/deleted crossed out):

Last sentence of first paragraph- The City’s “traditional” zoning approach must be implemented in a manner that achieves the intent of these small town “character designations”.

Last sentence of last paragraph in 5.4- The City ~~will~~shall apply these fundamental principles to retain its small town character.

**Goal** Preserve forested areas, open spaces, views of Mt. Rainier, treasured places (e.g. historic and cultural places and structure), and a strong sense of community identity. **Add after preserve “significant trees” and strike out “forested areas”.**

**Policy LU-17:** Use development regulations to enhance and protect the overall appearance and character of the City

**Policy LU-18:** Retain a sense of place by protecting the community’s important natural features and treasured places. **Need to add “significant trees”.**

**Policy LU-19:** Use building design, zoning regulations, and design standards to encourage the development of buildings of a character and scale appropriate to the site and foster building variety while providing for designs that reflect the

distinctive local character, historical character, and natural features. Use the word “promote” instead of “encourage”.

**Policy LU-20:** Develop incentives for infill development, redevelopment, and reuse of existing buildings and sites, provided that they enhance the existing character of the areas around them.

**Policy LU-21:** Continue to rely on, evaluate, and enhance the City’s TDR ordinance as an innovative technique to focus growth outside sensitive areas. **Discussion on the need to add information on the City’s TDR program so it can be defined. This would be in the character section and in land use designation as an overlay.**

**Policy LU-23:** Major entrances into the City should be given symbolic markers and landscaping to create a gateway effect. **Change wording to reflect “the city shall maintain symbolic markers”.**

## 5.5 Historic Preservation

**Goal** Preserve historic resources to maintain the character of the City’s core historic fabric.

**Policy LU-24:** Provide reasonable flexibility in applying development requirements and building codes to encourage the preservation and rehabilitation of historically and culturally valuable buildings and sites. **Change “encourage” to “promote”.**

**Policy LU-25:** Explore alternatives to the demolition or inappropriate exterior modification of structures and sites that are historically significant or otherwise deemed eligible for the local, state, or national registers to accommodate private or public sector development proposals. **Strike “inappropriate” and “local”.**

**Policy LU-26:** Promote Old Town as the City’s primary historical component.

**Policy LU-27:** Expand the existing historical district to the southern edge of Jones Lake Road and SR 169 to provide a southern “gateway” to the City. **Eliminate this policy.**

**Policy LU-28:** Encourage land uses and development that retain and enhance significant historical resources and sustain historical community character.

**Policy LU-29:** Protect views of Mt. Rainier as the City develops and grows by using innovative and flexible development standards such as ability to alter setbacks and require changes in building massing to preserve view corridors. **Strike the word “massing” and replace with “shapes”.**

**Policy LU-30:** Partner with county, state and tribal agencies to ensure preservation of archaeologically significant sites.

## 5.6 Future Land Use Designations

Discussion ensued on the second paragraph in this section with the focus being the last sentence and the need to expand on why geologically hazardous areas are not subtracted compared to a sensitive area.

### 5.6.1 Master Planned Development (MPD) Overlay

Ms. Kincaid noted she will be adding TDR Overlay to this section.

#### Allowed Uses and Descriptions

Following discussion of this paragraph there was consensus to change all “wills” in this paragraph to “shall”.

#### Designation Criteria

Discussion on needed changes to certain bullets in this section.

- There is either a need for or benefits will clearly derive from providing flexibility in zoning that cannot be provided by other mechanisms. **Consensus to add the word “that” after “benefits”.**
- The MPD will provide public benefits, in the form of preservation or enhancement of physical characteristics, conservation of resources, provision of employment, improvement of the City’s fiscal performance, provision of adequate facilities, and other public benefits identified by the City. **Change “will” to “shall”.**
- Adequate mitigation for adverse impacts on the community, neighborhood, and environment is provided. **Change to “Mitigation consistent with state, federal, and Black Diamond Municipal Code”.**

**Policy LU-31:** Approved MPD development plans should contain a provision for periodic updates. **Strike entire policy.**

**Policy LU-32:** Provide significant opportunities for public involvement when considering an MPD proposal.

**Policy LU-33:** Encourage innovative site design and use of progressive techniques to provide for environmentally sustainable development. This should include the use of “low impact” engineering techniques and the employment of “green infrastructure and construction”. **Use “promote” instead of “encourage” and “shall” instead of “should”.**

### 5.6.2 Urban Reserve

**Policy LU-34:** Development in the Urban Reserve designation should not be allowed until plans for public water, sewer, and other services are available. Such plans



should be developed prior to or concurrent with annexation. **Change all “should” to “shall” and would like to add a funding statement. Ms. Kincaid to come up with verbiage.**

### 5.6.3 Residential

#### Low Density Residential

Councilmember Deady would like to take out “intended” in the second sentence. Delete third sentence starting with “It should” and in second to last sentence if that paragraph incorporate “subject to TDR”.

##### Designation Criteria:

Properties designated Low Density Residential should generally reflect all of the following criteria: **Strike “generally”.**

#### Medium Density Residential

The Medium Density Residential Development designation provides for stable and attractive residential neighborhoods of small lot, single-family homes, or attached single- and multi-family residences on lands suitable for these residential intensities. Medium Density Residential areas should be located near commercial services, employment, and arterial roads, and may also be located in mixed-use developments. The base residential density in these areas is 8 units per acre. Increased density may be approved up to 12 units per acre with the acquisition of TDR. **Consensus to take out the word “and” before “may” in this paragraph.**

Following discussion there was consensus to use the verbiage from last sentence in the above paragraph in low density rather than “subject to TDR” as recommended earlier.

##### Designation Criteria:

Properties designated Medium Density Residential should generally reflect all of the following criteria: **Strike “generally”.**

Discussion on the changes to the bullet points in this section.

- The area meets at least one of the following descriptions: **Strike out “at least” and replace with “at a minimum”.**
- **Policy LU-35:** Encourage a variety of housing types to provide homes for all income levels and all family sizes on a mix of small and large lots. **Use “promote” instead of “encourage”.**
- **Policy LU-36:** Residential development patterns should allow for efficient provision of public services and utilities. **Change “should” to “will”.**

- **Policy LU 37:** Encourage developments to achieve maximum zoned density through clustering to create compact new communities surrounded by open space. **OK**
- **Policy LU-38:** Allow multi-family residential in identified areas or when integrated as part of a MPD. **OK**
- **Policy LU-49:** Use the MPD process to review all proposals on sites larger than 80 acres. **OK**

Discussion on needed changes to second paragraph on page 10. Use “will” instead of “should” and change “unlikely” to “do not”.

### **Light Industrial/Business Park**

Discussion focused on the need to reword the first paragraph to take out all the “ands”. Take out “high” and use “advanced” in both paragraphs in this section. Policies are ok.

### **5.6.5 Commercial**

Discussion on changing under **Community Commercial** the word “should” to “will”.

#### **Designation Criteria**

Discussion ensued with the focus being on the need to change the order so it is consistent with the previous page.

Mayor Benson suggested adding “walkways” to the fourth light colored bullet point on page 12.

Discussion continued on the different commercial area and the possibility of redefining old town.

It was suggested to adjourn the meeting and continue with section 5.6.5 Commercial in two weeks on June 23, 2016 at 6:00 p.m. and to also review the remaining pages.

### **ADJOURNMENT:**

A **motion** was made by Councilmember Edelman and **seconded** to adjourn the meeting. Motion **passed** with all voting in favor.

The meeting was adjourned at 8:26:36 p.m.

ATTEST:

---

Carol Benson, Mayor

---

Brenda L. Martinez, City Clerk

PAY TO:

DKS Associates  
 1970 Broadway Ste 740  
 Oakland CA 94612-2219  
 FOR THE ITEMS INDICATED BELOW:

**CLAIM VOUCHER**  
**CITY OF BLACK DIAMOND**  
 POST OFFICE BOX 599 • BLACK DIAMOND, WASHINGTON 98010

**CERTIFICATION**

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Black Diamond, and that I am authorized to authenticate and certify to said claim.

Approved For Payment By:

SIGNED

TITLE

Council Member

| Invoice Number | Invoice Date | Scheduled Payment Date | Account Number | Description | Amount |
|----------------|--------------|------------------------|----------------|-------------|--------|
|----------------|--------------|------------------------|----------------|-------------|--------|

0059886      2/19/2016      3/17/2016

July 1, 2015 to August 28, 2015 Services

310-000-025-558-60-41-00

Comp Plan Update-Prof Svs

\$10,000.00

CD Planning

Invoice Total:

\$10,000.00

Vendor Total:

\$10,000.00



DKS Associates  
1970 Broadway, Ste. 740  
Oakland, CA 94612-2219  
510.763.2061  
510.268.1739 fax  
www.dksassociates.com

Barbara Kincaid  
City of Black Diamond  
24301 Roberts Dr  
Black Diamond, WA 98010

February 19, 2016  
Project No: 14218-000  
Invoice No: 0059886

For consulting services in connection with close out of the 2015 Black Diamond Comprehensive Plan Update.  
Professional Services for the Period of July 1, 2015 through August 28, 2015

| Task                   | 006         | 3.5 Update Travel Demand Models |        |             |
|------------------------|-------------|---------------------------------|--------|-------------|
| Professional Personnel |             |                                 |        |             |
|                        |             | Hours                           | Rate   | Amount      |
| Grade 9                |             |                                 |        |             |
| Le, Tom                |             | 97.00                           | 95.00  | 9,215.00    |
| Grade 17               |             |                                 |        |             |
| Grgich, Christopher    |             | .50                             | 135.00 | 67.50       |
| Grade 25               |             |                                 |        |             |
| Powers, Meagan         |             | 4.10                            | 175.00 | 717.50      |
|                        | Totals      | 101.60                          |        | 10,000.00   |
|                        | Total Labor |                                 |        | 10,000.00   |
| Total this Task        |             |                                 |        | \$10,000.00 |
| Total this Invoice     |             |                                 |        | \$10,000.00 |

I hereby certify the goods or services have been received, and/or the payment is required, per contract or legal obligation.

Approved by: Be n k

Date: 2/22/16

Comp Plan Account: 310-000-02555860-4100

CLAIM VOUCHER  
CITY OF BLACK DIAMOND

POST OFFICE BOX 599 • BLACK DIAMOND, WASHINGTON 98010

43661

PAY TO:

Yvonne Kinoshita Ward LLC  
128 14th St SE  
Auburn WA 98002

FOR THE ITEMS INDICATED BELOW:

CERTIFICATION

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Black Diamond, and that I am authorized to authenticate and certify to said claim.

Approved For Payment By:

SIGNED

TITLE

Council Member

| Invoice Number | Invoice Date | Scheduled Payment Date | Account Number | Description | Amount |
|----------------|--------------|------------------------|----------------|-------------|--------|
|----------------|--------------|------------------------|----------------|-------------|--------|

12477

6/17/2016 6/24/2016

April to May Professional Services

001-000-150-515-30-41-10

Legal Lawsuits/Other Charges

\$14,784.00

Emergency Legal Services

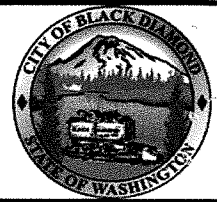
\$14,784.00

\$14,784.00

Invoice Total:

Vendor Total:

# CHECK REQUEST/PAYMENT AUTHORIZATION



Check Payable To: Yvonne Ward, LLC

Employee Requesting Check: May Miller

Department: Finance

☐ Regular Batch Payment

☒ Early Release Check Needed - **Finance Director or Mayor Approval Needed**

to receive \$3,696.00 discount if paid by 6-24-2016  
Reason:

Date Needed: 6-24-2016 Approved by: May Miller cb

## PAYMENT AUTHORIZATION

### Budget Coding and Use Information:

| ITEMS PURCHASED/SERVICE DESCRIPTION | BUSINESS ACTIVITY/PROJECT DESCRIPTION | BARS ACCOUNT (SUPPLIES, TOOLS, ETC) | AMOUNT    |
|-------------------------------------|---------------------------------------|-------------------------------------|-----------|
| Emergency Legal SUs                 | Legal research & findings             | 001-000-150-55-304110               | 14,784.00 |
|                                     |                                       |                                     |           |
| TOTAL                               |                                       |                                     | 14,784.00 |

### Delivery Instructions:

### Comments:

|  |  |
|--|--|
|  |  |
|--|--|

I hereby certify that the goods or services have been received or the payment is required per contract or legal obligation.

AUTHORIZED SIGNATURE: May Miller  
Carol Benson

DATE: 6/27/16

A copy of the sales slip, receipt, and/or invoice **MUST** be attached. If not, provide an explanation of why in the comments section above.

**Yvonne Ward LLC**  
**ALLOCATION**  
**Worksheet**

206-578-7194

April 28, 2016 through June 17, 2016

|  |                          | Alloc | Hours       | Costs            |
|--|--------------------------|-------|-------------|------------------|
| <b>General Government -Allocated Costs</b> |                          |       |             |                  |
| General Fund 48%                           | 001 000 150 515 30 41 01 |       |             |                  |
|  |                          |       |             |                  |
| Street 10%                                 | 101 000 000 543 30 41 05 |       |             |                  |
| Water 14%                                  | 401 000 000 534 80 41 04 |       |             |                  |
| Sewer 14%                                  | 407 000 000 535 80 41 09 |       |             |                  |
| Stormwater 14%                             | 410 000 000 531 10 41 01 |       |             |                  |
|  | Total                    |       |             |                  |
|  |                          |       |             |                  |
|  |                          |       |             |                  |
| Legal Service-Legal Issues                 | 001 000 150 515 30 41 10 |       | 92.4        | 14,784.00        |
|  |                          |       |             |                  |
|  |                          |       |             |                  |
| Total                                      | <b>TOTAL INVOICE</b>     |       | <b>92.4</b> | <b>14,784.00</b> |

Yvonne Kinoshita Ward LLC  
128 14th Street Southeast  
Auburn, WA 98002

Invoice submitted to:  
City of Black Diamond

June 17, 2016

Invoice #12477

Professional Services

|  | <u>Hours</u> |
|--|--------------|
| 4/28/2016 Review documents re rules, ordinances, insurance; Telephone conference with TF; correspondence to TF & PT.   | 5.10         |
| 5/2/2016 Meeting with Mayor  | 1.00         |
| 5/3/2016 Telephone call from Pat Peppers   | 0.10         |
| 5/5/2016 Meeting with Councilmembers Pepper and Morgan   | 2.00         |
| Meeting with Councilmember Pepper  | 0.50         |
| review materials; research; prepare for council meeting  | 3.00         |
| Council Meeting; review Public Disclosure Request(s) documents   | 3.00         |
| 5/9/2016 Review email from Councilmember Weber; draft response; review email from councilmember Pepper; respond; review correspondence re mediation; research mediators; Place telephone call to possible mediator - lvm | 1.50         |
| Review responses to RFP for City Attorney; draft emails re mediators   | 0.80         |
| 5/11/2016 Public Disclosure Request(s) reviews; continued research on pending legal issues   | 3.80         |
| 5/12/2016 research pending legal issues  | 2.80         |
| 5/13/2016 Public Disclosure Request(s) reviews; attorney interviews  | 2.50         |
| 5/16/2016 Continued research on legal issues   | 1.90         |
| Meeting with attorney candidate; meeting with Clerk re Public Disclosure Request(s) and council packet; discussion with SB re ICE proposal   | 1.20         |
| 5/17/2016 draft memoranda re items on agenda   | 3.00         |
| Review email from SB re Icicle K; Place telephone call to SB - lvm; email to SB  | 0.40         |
| Additional research on council agenda items  | 2.50         |
| 5/18/2016 Prepare legal memoranda for council meeting  | 5.60         |
| Research cancelling scheduled meetings; review statutes; review ordinances; draft legal memorandum; edit; finalize   | 1.50         |
| 5/19/2016 Revise and edit legal memoranda for council meeting  | 4.40         |
| Council Meeting; review Public Disclosure Request(s) for redactions  | 2.20         |
| 5/21/2016 Review statutes; review caselaw  | 1.30         |
| 5/24/2016 research legal issues for special meeting; additional research; review PDRs for exemptions   | 3.10         |
| 5/25/2016 prepare for special council meeting; attend special council meeting  | 3.00         |
| 5/26/2016 Review documents re rules and Public Disclosure Request(s); review and research Talmadge memo; Telephone call from Jim Doherty   | 3.20         |



|           |   | <u>Hours</u>       |
|-----------|---|--------------------|
| 5/27/2016 | review and retrieve documents at Black Diamond  | 0.50               |
| 5/29/2016 | Review documents; Draft legal memoranda; additional research  | 4.20               |
| 5/30/2016 | Work on legal memoranda for Council meeting; continued research; continued review of documents; supplemental research                             | 8.60               |
| 5/31/2016 | review message from Jim Doherty @ MRSC; return call; return call to DRKC - lvm  | 0.40               |
|           | Review additional documents for legal memoranda for council meeting   | 2.70               |
|           | Additional research for council meeting   | 2.50               |
| 6/1/2016  | research and preparation for pending legal issues and council meeting   | 3.80               |
| 6/2/2016  | Draft final memoranda on pending legal issues; verify documents; additional research; confirm research; edit memoranda; finalize; council meeting | 10.30              |
|           |   | <u>Amount</u>      |
|           | For professional services rendered  | 92.40 \$18,480.00  |
|           | Accounts receivable transactions  |                    |
| 6/17/2016 | 20% Credit for payment by 6/24/16: \$3,696.00   | (\$3,696.00)       |
|           | Total payments and adjustments  | (\$3,696.00)       |
|           | Balance due   | <u>\$14,784.00</u> |

# CITY COUNCIL AGENDA BILL

City of Black Diamond  
Post Office Box 599  
Black Diamond, WA 98010

| ITEM INFORMATION  |                                    |      |
|---|------------------------------------|------|
| <b>SUBJECT:</b><br><br><b>Resolution authorizing a professional services contract for a parliamentarian for City Council meetings</b>   | <b>Agenda Date: August 4, 2016</b> |      |
|   | <b>AB16-045</b>                    |      |
|   | Mayor Carol Benson                 |      |
|   | City Administrator                 |      |
|   | City Attorney David Linehan        |      |
|   | City Clerk – Brenda L. Martinez    |      |
|   | Com Dev/Nat Res – Andy Williamson  |      |
|   | Finance – May Miller               |      |
|   | MDRT/Ec Dev – Andy Williamson      |      |
| Cost Impact (see also Fiscal Note): \$  | Police – Chief Kiblinger           |      |
| Fund Source: --   | Public Works – Seth Boettcher      |      |
| Timeline:   | Court – Stephanie Metcalf          |      |
|   | Councilmember – Morgan& Pepper     | X    |
| <b>Agenda Placement:</b> <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator |                                    |      |
| <b>Attachments: Proposed Resolution</b>   |                                    |      |
| <b>SUMMARY STATEMENT:</b><br><br>Councilmembers Morgan and Pepper have requested placement of this item on the agenda.  |                                    |      |
| <b>FISCAL NOTE (Finance Department):</b>  |                                    |      |
| <b>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:</b>   |                                    |      |
| <b>RECOMMENDED ACTION:</b>  |                                    |      |
| RECORD OF COUNCIL ACTION  |                                    |      |
| Meeting Date  | Action                             | Vote |
| August 4, 2016  |                                    |      |
|   |                                    |      |

## **RESOLUTION NO. 16-**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR A PARLIAMENTARIAN FOR CITY COUNCIL MEETINGS**

**WHEREAS,** The City Council needs to have accurate and reliable advice on parliamentary rules of order;

**WHEREAS,** The Mayor in her capacity as Presiding Officer has issued rulings from the chair that are not consistent with well-established norms and procedures for the conduct of meetings; and

**WHEREAS,** The proper functioning of the City Council at its meetings is dependent upon its ability to conduct meetings in a professional and effective manner; and

**WHEREAS,** The Council meetings would benefit from a professional parliamentarian that can advise the Council and Mayor on the proper interpretation of parliamentary rules that have been used in prior years at the Black Diamond City Council and are currently in use by other local governments and decision-making bodies; and

**WHEREAS,** The Council has reviewed the qualifications of multiple parliamentarians and selected \_\_\_\_\_ for a Professional Services Contract with the City of Black Diamond;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, DOES RESOLVE AS FOLLOWS:**

**Section 1.** The City Council authorizes the Mayor to enter into a contract with \_\_\_\_\_ for services as Parliamentarian at meetings of the full City Council as specified in the contract attached as Exhibit A.

**PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND,  
WASHINGTON, AT A REGULAR MEETING THEREOF, THE**

\_\_\_\_\_.

**CITY OF BLACK DIAMOND**

\_\_\_\_\_  
**Carol Benson, Mayor**

**Attest:**

\_\_\_\_\_  
**Brenda L. Martinez, City Clerk**

## **Brenda Martinez**

---

**From:** Pat Pepper  
**Sent:** Tuesday, July 26, 2016 5:37 PM  
**To:** Carol Benson; Brenda Martinez; Erika Morgan  
**Subject:** Resolution for Aug 4 Council Meeting  
**Attachments:** ResParliamentarian.doc

Hello Brenda,  
Councilmember Morgan and I have prepared the attached resolution for the next city Council meeting. Ms. Morgan is introducing the item for first reading and assignment to the Government Operations committee. She asked me to send it in because she is away from her computer at this time.

In summary, the Resolution states that the City would benefit from the services of professional parliamentarian at Council meetings. The Resolution refers to a review of qualifications of multiple parliamentarians, and an "Exhibit A" for a contract with the selected parliamentarian. Councilmembers Morgan and Pepper expect to conduct a search for the resumes of parliamentarians who wish to be considered, and welcome other council members, the mayor, or members of the public to propose qualified names as this Resolution goes through the Council review process.

Thank you,  
Councilmember Morgan  
Councilmember Pepper